

**AGENDA
REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, MARCH 12, 2018
7:00 P.M. – CITY HALL**

A. CALL TO ORDER

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

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

1. Regular Council Meeting Minutes of February 12, 2018
2. City – Month End Revenue Report dated February 2018
3. City – Month End Expenditures Report dated February 2018
4. February 2018 Budget to Actual Analysis
5. Pledged Collateral Report dated February 28, 2018
6. LMC Liability Coverage Waiver Form
7. Police Report for Crosslake – February 2018
8. Police Report for Mission Township – February 2018
9. Memo dated March 5, 2018 from Chief Lee Re: Hiring Part-Time Officers
10. Memo dated March 5, 2018 from Chief Lee Re: Part-Time Officer Wages
11. Fire Department Report – February 2018
12. Memo dated February 21, 2018 from City Clerk Re: 2018-2019 Fire Service Contracts
13. North Memorial Health Ambulance Run Report – February 2018
14. Planning and Zoning Monthly Statistics
15. Planning and Zoning Commission Meeting Minutes of January 26, 2018
16. Public Works Commission Meeting Minutes of 12/4/17 and 2/5/18
17. Letter dated February 12, 2018 from County Engineer Re: Annual Bridge Inspections
18. Email dated February 27, 2018 from MPCA RE: 2017 Biosolids Annual Report
19. Pay Request #6 from Eagle Construction for the WWTF Improvements in the Amount of \$180,350.85
20. City County Township Roadway Maintenance and Construction Coordinating Meeting Minutes of January 29, 2018
21. EDA Meeting Minutes of 12/7/17, 1/4/18, and 2/1/18
22. Crosslake Roll-Off Recycling Report for February 2018
23. Waste Partners Recycling Report for January 2018
24. Resolution Accepting Donations
25. Bills for Approval
26. LG220 Application for Exempt Permit from The Lakes Foundation for Raffle

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

D. CRITICAL ISSUES

1. Doug Oster – Request to Reduce Speed Limit on County Road 16 from Wharf to Moonlite
 - a. Email dated March 5, 2018 from Rob Hall Re: Status of Request

E. MAYOR'S REPORT

1. Memo dated March 7, 2018 from Mayor Re: Commission Appointments (**Council Action-Motion**)

F. CITY ADMINISTRATOR'S REPORT

1. ROW Vacation Application (Council Action-Motion)

G. COMMISSION REPORTS

1. PUBLIC WORKS/SEWER/CEMETERY
 - a. Recommendation to Award Bid for 2018 Road Projects (**Council Action-Motion**)
 - b. Email dated February 26, 2018 from WSN RE: Supplemental Agreement for Additional Study of Storm Water Treatment Options for County/City Project (**Council Action-Motion**)
 - c. Memo dated 3/7/18 Re: Requests from Properties Outside Sewer District to Hookup to City Sewer (**Council Action-Motion**)
 1. Moonlite Bay of 37627 County Rd 66
 2. Lee Fischer of 37133 County Rd 66
 - d. Letter dated March 8, 2018 from Bolton & Menk Re: WWTF Monthly Project Update

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

I. CITY ATTORNEY REPORT

J. OLD BUSINESS

K. NEW BUSINESS

L. ADJOURN

B. 1.

**REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, FEBRUARY 12, 2018
7:00 P.M. – CITY HALL**

The Crosslake City Council met in the Council Chambers of City Hall on Monday, February 12, 2018. The following Council Members were present: Mayor Patty Norgaard, Dave Nevin, Dave Schrupp, and Brad Nelson. Gary Heacox was absent. Also present were City Administrator Mike Lyonais, City Clerk Char Nelson, Public Works Director Ted Strand, Park and Rec. Director Jon Henke, Land Service Specialist Jon Kolstad, City Attorney Brad Person, City Engineer Mike Rardin, WSN Engineer Dave Reese, Northland Press Reporter Bill Monroe, and Echo Publishing Reporter Theresa Bourke. There were approximately eight people in the audience.

A. CALL TO ORDER – Mayor Norgaard called the Regular Council Meeting to order at 7:00 P.M. The Pledge of Allegiance was recited. MOTION 02R-01-18 WAS MADE BY DAVE NEVIN AND SECONDED BY DAVE SCHRUPP TO APPROVE THE ADDITIONS TO THE AGENDA. MOTION CARRIED WITH ALL AYES.

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

1. Regular Council Meeting Minutes of January 8, 2018
2. Special Council Workshop Minutes of January 11, 2018
3. Special Council Meeting Minutes of January 18, 2018
4. City – Month End Revenue Report dated January 2018
5. City – Month End Expenditures Report dated January 2018
6. January 2018 Budget to Actual Analysis
7. Pledged Collateral Report dated January 31, 2018
8. Police Report for Crosslake – January 2018
9. Police Report for Mission Township – January 2018
10. Fire Department Report – January 2018
11. North Memorial Health Ambulance Run Report – December 2017 and January 2018
12. Planning and Zoning Monthly Statistics
13. Planning and Zoning Commission Meeting Minutes of December 22, 2017
14. Crosslake Park/Library Commission Meeting Minutes of January 23, 2018
15. Crosslake Roll-Off Recycling Report for January 2018
16. Waste Partners Recycling Report for December 2017
17. MPCA NPDES Permit Compliance Summary for 10/1/16-9/30/17
18. Pay Request No. 5 from Eagle Construction for WWTF Improvements in the Amount of \$102,588.13
19. Memo dated 2/6/18 from City Clerk Re: Group Transient Merchant Permit for Chamber of Commerce
20. Agreement for Professional Services By and Between the Crosslake EDA and BLAEDC for 2018
21. LG240B Application for Conduct Excluded Bingo for Immaculate Heart Church
22. Bills for Approval in the Amount of \$136,229.63

23. Additional Bills for Approval in the Amount of \$19,483.84
24. Resolution No. 18-04 Approving LG214 Premises Permit Application from NLYHA for Pull Tabs at Moonlite Bay

C. PUBLIC FORUM – Joel Knippel of the PAL Foundation presented a check in the amount of \$1,800 to Jon Henke for the purchase of a roller for the Park Department's groomer.

D. CRITICAL ISSUES

1. Jordan Larson of the Crow Wing County Highway Department presented a preliminary schedule and information regarding the 2020 Reconstruction Project for County Roads 36 and 37. At this time there are no cost share items for the City. A meeting will be held in March for residents to view the plans, give comments or ask questions. The maps will be left at City Hall.
2. Laura Stromberg of the St. Patrick's Day Committee gave an update on activities that will take place for the City celebration and parade on March 17, 2018. MOTION 02R-03-18 WAS MADE BY BRAD NELSON AND SECONDED BY DAVE NEVIN TO APPROVE LG220 APPLICATION FOR EXEMPT PERMIT FOR THE CHAMBER TO CONDUCT A RAFFLE. MOTION CARRIED WITH ALL AYES.

MOTION 02R-04-18 WAS MADE BY BRAD NELSON AND SECONDED BY DAVE SCHRUPP TO AUTHORIZE THE USE OF CITY STREETS AND ASSISTANCE FROM PUBLIC WORKS, FIRE DEPARTMENT AND POLICE DEPARTMENT FOR THE CELEBRATION. MOTION CARRIED WITH ALL AYES.

3. Dean Fitch of the EDA presented information regarding GreenStep Cities and the benefits of becoming a member. A formal presentation was made to the Council at a workshop on January 11th. There is no cost to join. MOTION 02R-05-18 WAS MADE BY DAVE SCHRUPP AND SECONDED BY DAVE NEVIN TO APPROVE THE CITY OF CROSSLAKE MEMBERSHIP INTO GREENSTEP CITIES. MOTION CARRIED WITH ALL AYES.

E. MAYOR'S REPORT – None.

F. CITY ADMINISTRATOR'S REPORT

1. Mike Lyonais reported that the annual employee performance evaluations are underway and should be completed by the end of the month. Mr. Lyonais stated that a performance review of the City Administrator has not been done in the past, but if the Council chooses, he will get information from the League of MN Cities on that process and tools for evaluation. The Council was in favor of receiving that information.
2. MOTION 02R-06-18 WAS MADE BY BRAD NELSON AND SECONDED BY PATTY NORGAARD TO APPROVE RESOLUTION NO. 18-05 REAUTHORIZING MEMBERSHIP IN THE 4M FUND. MOTION CARRIED WITH ALL AYES.

Mike Lyonais reported that Edward Jones has asked to be named an official depository for the City. Should the City decide to place funds in an Edward Jones account, conflict of interest waivers from the Council would be required. MOTION 02R-07-18 WAS MADE BY DAVE SCHRUPP AND SECONDED BY DAVE NEVIN TO NAME

EDWARD JONES AS AN ADDITIONAL DEPOSITORY FOR THE CITY. MOTION CARRIED WITH ALL AYES.

3. Mike Lyonais reported that the auditors will be here the week of March 5th to conduct the audit of 2017 financial statements. The auditors may interview council members regarding City policies.

G. COMMISSION REPORTS

1. PARK AND RECREATION/LIBRARY

- a. Jon Henke reported that the Park Department has created a Winter Walking Trail at the Community Center. The trail can be used for hikers and dog walkers and is separated from the ski trails.

MOTION 02R-08-18 WAS MADE BY BRAD NELSON AND SECONDED BY DAVE SCHRUPP TO APPROVE THE HIRING OF JON MURPHY AS A PART TIME EMPLOYEE AT THE COMMUNITY CENTER. MOTION CARRIED WITH ALL AYES.

The Community Center has added extra hours of Tot Time in the gymnasium. Outside toys will only be allowed in the gym during these hours.

Jon Henke reported that an adjacent land owner to the Community Center is interested in selling their land to the City. If acquired, the land could be used for a sledding hill, dog park, or trails. Staff received two quotes to conduct an appraisal of the land. MOTION 02R-09-18 WAS MADE BY DAVE NEVIN AND SECONDED BY DAVE SCHRUPP TO HIRE JOHANNECK APPRAISALS TO APPRAISE THE 9.1 ACRES OF LAND ADJACENT TO THE COMMUNITY CENTER AT A COST OF \$595. Dave Nevin asked how the City would pay for the land. Mike Lyonais replied that Jon Henke could put off other capital expenditures or ask for a budget amendment to use cash on hand. Brad Nelson stated that the Council needs to discuss the intended use for the proceeds of the phone company sale. There are other parcels of land that the City should consider acquiring. MOTION CARRIED WITH ALL AYES.

MOTION 02R-10-18 WAS MADE BY DAVE NEVIN AND SECONDED BY BRAD NELSON TO ACCEPT \$1,800 DONATION FROM PAL FOUNDATION FOR PURCHASE OF ROLLER. MOTION CARRIED WITH ALL AYES.

2. PUBLIC WORKS/CEMETERY/SEWER

- a. MOTION 02R-11-18 WAS MADE BY DAVE NEVIN AND SECONDED BY BRAD NELSON TO APPROVE THE ADVERTISEMENT FOR BIDS FOR THE 2018 ROAD IMPROVEMENT PROJECT. MOTION CARRIED WITH ALL AYES.
- b. MOTION 02R-12-18 WAS MADE BY DAVE SCHRUPP AND SECONDED BY BRAD NELSON TO APPROVE THE PURCHASE OF A 2018 CHEVY SILVERADO AT A COST OF \$30,458.68. Ted Strand stated that the City will trade in or sell 2 older pickups. MOTION CARRIED WITH ALL AYES.

MOTION 02R-13-18 WAS MADE BY DAVE NEVIN AND SECONDED BY BRAD NELSON TO APPROVE THE PURCHASE OF AN EXMARK LAWN MOWER AT A COST OF \$14,767.00. Ted Strand stated that the trade in value of the current Hustler mower is only \$300-\$400. Dave Nevin stated that the City should be able to get more money for the mower if sold or auctioned. MOTION CARRIED WITH ALL AYES.

- c. Ted Strand stated that the packet included information from Bolton & Menk regarding the Wastewater Treatment Facility Improvement Project.

H. PUBLIC FORUM – None.

- I. CITY ATTORNEY REPORT** – Attorney Brad Person gave an update on the Perkins Road land acquisition and stated that the land owner has not responded to the City's request to purchase the land, which was appraised at approximately \$36,000. MOTION 02R-14-18 WAS MADE BY DAVE NEVIN AND SECONDED BY BRAD NELSON TO APPROVE RESOLUTION NO. 18-06 INITIATING LEGAL PROCEEDINGS TO ACQUIRE PROPERTY THROUGH EMINENT DOMAIN. MOTION CARRIED WITH ALL AYES.

J. OLD BUSINESS – None.

- K. NEW BUSINESS** – Police Chief Erik Lee reported that he just returned from a Mission Township budget meeting and that Mission Township has agreed to a three-year police service contract with an increase to \$54,000 in 2018, \$55,100 in 2019 and \$56,200 in 2020. Chief Lee stated that there has been no increase in cost since 2009. Officers patrol this area at least 6 days a week, 4 hours per day.

L. ADJOURN - The Mayor adjourned the meeting at 8:05 P.M.

Respectfully submitted by,

Charlene Nelson
City Clerk
City Clerk/Minutes/2-12-18

B.2.

CITY OF CROSS LAKE

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Month-End Revenue

Current Period: FEBRUARY 2018

SRC	SRC Descr	2018 Budget	FEBRUARY 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	\$0.00	\$3,066,329.00	0.00%
31055	Tax Incr 1-8 Crosswoods Dev	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31101	County Payment Joint Facility	\$113,130.00	\$0.00	\$107,554.62	\$5,575.38	95.07%
31300	Emergency Services Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31305	2003 Joint Facility Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31310	2012 Series A Levy	\$121,870.00	\$0.00	\$0.00	\$121,870.00	0.00%
31800	Other Taxes	\$1,500.00	\$4,976.16	\$4,976.16	-\$3,476.16	331.74%
31900	Penalties and Interest DelTax	\$1,000.00	\$0.00	\$641.60	\$358.40	64.16%
32110	Alcoholic Beverages	\$16,000.00	\$0.00	\$0.00	\$16,000.00	0.00%
32111	Club Liquor License	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
32112	Beer and Wine License	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
32180	Other Licenses/Permits	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
33400	State Grants and Aids	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
33401	Local Government Aid	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33402	Homestead Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33403	Mobile Home Homestead Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33406	Taconite Homestead Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33416	Police Training Reimbursement	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
33417	Police State Aid	\$33,000.00	\$0.00	\$0.00	\$33,000.00	0.00%
33418	Fire State Aid	\$38,000.00	\$0.00	\$0.00	\$38,000.00	0.00%
33419	Fire Training Reimbursement	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
33420	Insurance Premium Reimburse	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33422	PERA State Aid	\$2,979.00	\$0.00	\$0.00	\$2,979.00	0.00%
33423	Insurance Claim Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33650	Recycling Grant	\$29,200.00	\$29,200.00	\$29,200.00	\$0.00	100.00%
34000	Charges for Services	\$200.00	\$0.65	\$0.65	\$199.35	261.33%
34010	Sale of Maps and Publications	\$30.00	\$0.00	\$0.00	\$30.00	0.00%
34050	Candidate Filing Fees	\$20.00	\$0.00	\$0.00	\$20.00	0.00%
34103	Zoning Permits	\$30,000.00	\$350.00	\$650.00	\$29,350.00	2.58%
34104	Plat Check Fee/Subdivision Fee	\$1,500.00	\$275.00	\$275.00	\$1,225.00	18.33%
34105	Variances and CUPS/IUPS	\$9,000.00	\$0.00	\$500.00	\$8,500.00	5.56%
34106	Sign Permits	\$500.00	\$0.00	\$0.00	\$500.00	10.00%
34107	Assessment Search Fees	\$800.00	\$45.00	\$141.00	\$659.00	18.25%
34108	Zoning Misc/Penalties	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34109	Zoning Reimb Eng/Legal/Survey	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34110	TIF/JOBZ Pre Application Fee	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34111	Driveway Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34112	Septic Permits	\$5,000.00	\$0.00	\$250.00	\$4,750.00	5.00%
34113	Landscape License Fee	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34114	Zoning Map/Ordinance Amendment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34201	Fire Department Donations	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
34202	Fire Protection and Calls	\$30,000.00	\$0.00	\$0.00	\$30,000.00	0.00%
34206	Animal Control Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34207	House Burning Fee	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
34210	Police Contracts	\$48,000.00	\$12,000.00	\$12,000.00	\$36,000.00	25.00%
34211	Police Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34213	Police Receipts	\$5,000.00	\$790.09	\$795.09	\$4,204.91	15.90%
34214	Tac Team Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34215	Pass Thru Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34300	E911 Signs	\$1,000.00	\$0.00	\$100.00	\$900.00	10.00%
34700	Park & Rec Donation	\$300.00	\$25.00	\$25.00	\$275.00	8.33%

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Month-End Revenue

Current Period: FEBRUARY 2018

SRC	SRC Descr	2018 Budget	FEBRUARY 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	\$70.00	\$90.00	\$110.00	72.50%
34740	Park Concessions	\$500.00	\$16.00	\$41.00	\$459.00	8.20%
34741	Gen Gov t Concessions	\$100.00	\$30.50	\$62.53	\$37.47	74.03%
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	\$332.50	\$456.00	\$3,544.00	13.30%
34751	Shelter/Beer/Wine Fees	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
34760	Library Cards	\$500.00	\$112.00	\$148.00	\$352.00	33.60%
34761	Library Donations	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
34762	Library Copies	\$300.00	\$38.80	\$45.70	\$254.30	16.17%
34763	Library Events	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
34764	Library Miscellaneous	\$50.00	\$2.00	\$2.00	\$48.00	4.00%
34765	Summer Reading Program	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
34766	Library Luncheon	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34767	New York Times Best Seller Pro	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34768	PAL Foundation - Library	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
34769	PAL Foundation - Park	\$3,000.00	\$1,800.00	\$1,800.00	\$1,200.00	60.00%
34770	Silver Sneakers	\$6,000.00	\$518.00	\$1,110.00	\$4,890.00	20.83%
34790	Park Dedication Fees	\$4,500.00	\$0.00	\$0.00	\$4,500.00	0.00%
34800	Tennis Fees	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
34801	Recreational-Program	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
34802	Softball/Baseball Fees	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
34803	Recreation-Misc. Receipts	\$1,000.00	\$1.50	\$1.50	\$998.50	0.15%
34805	Aerobics Fees	\$0.00	\$40.00	\$250.00	-\$250.00	0.00%
34806	Weight Room Fees	\$30,000.00	\$3,314.50	\$6,007.00	\$23,993.00	21.76%
34807	Volleyball Fees	\$750.00	\$124.00	\$144.00	\$606.00	22.40%
34808	Silver and Fit	\$13,000.00	\$30.00	\$1,452.00	\$11,548.00	11.17%
34809	Soccer Fees	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
34810	Pickle Ball	\$5,500.00	\$620.00	\$1,535.00	\$3,965.00	30.53%
34910	Transit Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34940	Cemetery Lots	\$3,000.00	\$0.00	\$2,000.00	\$1,000.00	83.33%
34941	Cemetery Openings	\$3,500.00	\$1,100.00	\$1,600.00	\$1,900.00	45.71%
34942	Cemetery Other	\$450.00	\$0.00	\$0.00	\$450.00	0.00%
34950	Public Works Revenue	\$1,500.00	\$220.00	\$220.00	\$1,280.00	14.67%
34952	County Joint Facility Payments	\$45,000.00	\$6,512.29	\$6,512.29	\$38,487.71	14.47%
34953	Recycling Revenues	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
35100	Court Fines	\$10,000.00	\$865.05	\$1,510.56	\$8,489.44	15.11%
35103	Library Fines	\$600.00	\$50.00	\$85.00	\$515.00	20.00%
35105	Restitution Receipts	\$1,000.00	\$0.00	\$128.75	\$871.25	12.88%
36200	Miscellaneous Revenues	\$5,000.00	\$4.95	\$777.92	\$4,222.08	15.56%
36201	Misc Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36202	LIBRARY GRANTS	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
36210	Interest Earnings	\$30,000.00	\$7,607.12	\$15,302.64	\$14,697.36	51.01%
36230	Contributions and Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36254	Sp Assess Prin-Bridges	\$6,914.00	\$0.00	\$0.00	\$6,914.00	0.00%
36255	Sp Assess Int-Bridges	\$1,374.00	\$0.00	\$137.98	\$1,236.02	10.04%
36256	Andys Parking Lot Principal	\$5,514.00	\$0.00	\$0.00	\$5,514.00	0.00%
36257	Andys Parking Lot Interest	\$1,188.00	\$0.00	\$362.75	\$825.25	30.53%
38050	Telephone Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
38051	Telephone True-Up	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
38052	Telephone Miscellaneous Rev	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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Month-End Revenue

Current Period: FEBRUARY 2018

SRC	SRC Descr	2018 Budget	FEBRUARY 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	\$0.00	\$1,001,800.00	0.00%
39330	Proceeds from Capital Lease	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39400	Bond Premium	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39700	Capital Contrib from CU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 101 GENERAL FUND		\$4,768,998.00	\$71,071.11	\$198,891.74	\$4,570,106.26	4.22%
FUND 301 DEBT SERVICE FUND						
31000	General Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31001		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31100	REA Loan Payment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31101	County Payment Joint Facility	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31200	Community Ctr Levy Refund 2002	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31300	Emergency Services Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31301	1999 Series A Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31302	1999 Series B Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31303	2001 Series A Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31304	2002 Series A Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31305	2003 Joint Facility Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31306	2003 Disposal System Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31307	2004 Series A Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31308	2006 Series B Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31309	2006 Series C Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31310	2012 Series A Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31311	2015 GO Equip Certs 2015B	\$153,825.00	\$0.00	\$0.00	\$153,825.00	0.00%
31312	Not Used	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31900	Penalties and Interest DelTax	\$0.00	\$0.00	\$263.08	-\$263.08	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 Assess Prin Ox Lake 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36106	Sp Assess Int Ox Lake 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36107	Sp Assess Prin Jason/Staley 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36108	Sp Assess Int Jason/Staley 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36109	Sp Assess Prin Lakeshore/Pk 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36110	Sp Assess Int Lakeshore/Pk 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36111	Sp Assess Prin Miller/Mary 99	\$0.00	\$0.00	\$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%
36125	Sp Assess Prin Cross Ave 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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Month-End Revenue

Current Period: FEBRUARY 2018

SRC	SRC Descr	2018 Budget	FEBRUARY 2018 Amt	2018 YTD Amt	2018 YTD Balance	2018 % of Budget
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%
36178	Sp Assess Int Wolf Tr/Ct/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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Month-End Revenue

Current Period: FEBRUARY 2018

SRC	SRC Descr	2018 Budget	FEBRUARY 2018 Amt	2018 YTD Amt	2018 YTD Balance	2018 % of Budget
36179	Sp Assess Prin Willwood/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36180	Sp Assess Int Willwood/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36181	Sp Assess Prin Shafer Rd/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36182	Sp Assess Int Shafer Rd/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36183	Sp Assess Prin Sandra Rd/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36184	Sp Assess Int Sandra Rd/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36185	Sp Assess Prin Lake Tr/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36186	Sp Assess Int Lake Tr/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36187	Sp Assess Prin Happy Cove/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36188	Sp Assess Int Happy Cove/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36189	Sp Assess Prin Bay Shores/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36190	Sp Assess Int Bay Shores/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36191	Sp Assess Prin Woodland Dr/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36192	Sp Assess Int Woodland Dr/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36193	Sp Assess Prin Pine Pt/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36194	Sp Assess Int Pine Pt/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36195	Sp Assess Prin ABC Dr 03	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36196	SpAssess Int ABC Drive	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36197	SpAssess Prin Wildwood/White B	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36198	SpAssess Int Wildwood/White B	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36199	SpAssess Prin Greer Lake Rd 03	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36235	SpAssess Int Greer Lake Rd 03	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36236	SpAssess Prin East Shore 2004	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36237	SpAssess Int East Shore 2004	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36238	SpAssess Prin Margaret 2004	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36239	SpAssess Int Margaret 2004	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36240	SpAssess Prin Edgewater 2004	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36241	SpAssess Int Edgewater 2004	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36242	SpAssess Prin Gendreau 2004	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36243	SpAssess Int Gendreau 2004	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36244	Sp Assess Prin - Duck Lane	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36245	Sp Assess Int - Duck Lane	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36246	Sp Assess Prin - Sunset Drive	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36247	Sp Assess Int - Sunset Drive	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36248	Sp Assess Prin - Maroda Drive	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36249	Sp Assess Int - Maroda Drive	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36250	Sp Assess Prin - Johnie/Rober	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36251	Sp Assess Int - Johnie/Robert	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36252	Sp Assess Prin - Brita/Pinevie	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36253	Sp Assess Int - Brita/Pineview	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36254	Sp Assess Prin-Bridges	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36255	Sp Assess Int-Bridges	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
38052	Telephone Miscellaneous Rev	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39230	Proceeds - 2006 Series B Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39300	Proceeds-Gen Long-term Debt	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39311	Proceeds-Wilderness GO Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39314	Proceeds-2001 Bond Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39315	Proceeds-2002 Bond Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39318	Proceeds--2004 ESC Refunding	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39319	Proceeds-2004 Impr Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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Month-End Revenue

Current Period: FEBRUARY 2018

SRC	SRC Descr	2018 Budget	FEBRUARY 2018 Amt	2018 YTD Amt	2018 YTD Balance	2018 % of Budget
39900	02 Series A	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 301	DEBT SERVICE FUND	\$153,825.00	\$0.00	\$263.08	\$153,561.92	0.17%
FUND 401 GENERAL CAPITAL PROJECTS						
31000	General Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33420	Insurance Premium Reimburse	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34790	Park Dedication Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$500.00	\$48.66	\$105.99	\$394.01	21.20%
36230	Contributions and Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39101	Sales of General Fixed Assets	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39102	Sale of City Hall	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39103	Sale of Fire Hall	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39104	Sale of Lots-Gendreau Addn.	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39231	Proceeds-2006 Series C Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 401	GENERAL CAPITAL PROJECTS	\$500.00	\$48.66	\$105.99	\$394.01	21.20%
FUND 405 TAX INCREMENT FINANCE PROJECTS						
31000	General Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31050	Tax Increments LeRever	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31051	Tax Increments Daggett Brook	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31052	Tax Increments Reeds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31053	Tax Increments - Ace Hardware	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31054	Tax Increment - Crosswoods	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31055	Tax Incr 1-8 Crosswoods Dev	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31056	Tax Increment 1-9 C&J Develop	\$11,000.00	\$0.00	\$0.00	\$11,000.00	0.00%
33403	Mobile Home Homestead Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36104	Penalty & Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36201	Misc Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 405	TAX INCREMENT FINANCE PROJE	\$11,000.00	\$0.00	\$0.00	\$11,000.00	0.00%
FUND 412 DUCK LANE						
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39310	Proceeds-Gen Obligation Bond	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 412	DUCK LANE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 414 SUNRISE ISLAND BRIDGE PROJECT						
33400	State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 414	SUNRISE ISLAND BRIDGE PROJEC	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 415 AMBULANCE PROJECT						
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 415	AMBULANCE PROJECT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 420 LIBRARY PROJECT						
31000	General Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36230	Contributions and Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

CITY OF CROSS LAKE

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Month-End Revenue

Current Period: FEBRUARY 2018

SRC	SRC Descr	2018 Budget	FEBRUARY 2018 Amt	2018 YTD Amt	2018 YTD Balance	2018 % of Budget
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	\$0.00	\$12,500.00	0.00%
31101	County Payment Joint Facility	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31300	Emergency Services Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31305	2003 Joint Facility Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31802	EDA Tax Receipts	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34101	City Hall User Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34215	Pass Thru Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34951	Rev Loan Principal Pymts	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36212	Restricted Interest Income	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36220	Lease Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39319	Proceeds-2004 Impr Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 502 ECONOMIC DEVELOPMENT FUND		\$12,500.00	\$0.00	\$0.00	\$12,500.00	0.00%
FUND 503 EDA (REVOLVING LOAN)						
34951	Rev Loan Principal Pymts	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36211	Revolving Loan Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 503 EDA (REVOLVING LOAN)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 601 SEWER OPERATING FUND						
33423	Insurance Claim Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34410	Unallocated Reserves	\$0.00	-\$793.72	\$231.22	-\$231.22	0.00%
36104	Penalty & Interest	\$1,000.00	\$196.13	\$360.24	\$639.76	39.12%
36200	Miscellaneous Revenues	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
36201	Misc Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$24.82	-\$24.82	0.00%
37200	User Fee	\$252,872.00	\$22,920.84	\$43,915.58	\$208,956.42	18.15%
37250	Sewer Connection Payments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
37500	Capital Contribution	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39204	Transfer Frm Needs Assess Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39310	Proceeds-Gen Obligation Bond	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 601 SEWER OPERATING FUND		\$254,872.00	\$22,323.25	\$44,531.86	\$210,340.14	17.76%
FUND 614 TELEPHONE AND CABLE FUND						
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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Month-End Revenue

Current Period: FEBRUARY 2018

SRC	SRC Descr	2018 Budget	FEBRUARY 2018 Amt	2018 YTD Amt	2018 YTD Balance	2018 % of Budget
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	\$337,613.00	\$0.00	\$0.00	\$337,613.00	0.00%
33402	Homestead Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36104	Penalty & Interest	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36201	Misc Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
37250	Sewer Connection Payments	\$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	\$0.00	\$339,613.00	0.00%
		\$5,541,308.00	\$93,443.02	\$243,792.67	\$5,297,515.33	4.45%

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CITY OF CROSS LAKE
Month End Expenditures
 Current Period: FEBRUARY 2018

OBJ	OBJ Descr	2018 Budget	FEBRUARY 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	\$2,170.00	\$4,280.00	\$22,720.00	15.85%
122	FICA	\$2,066.00	\$166.03	\$327.47	\$1,738.53	15.85%
151	Workers Comp Insurance	\$131.00	\$0.00	\$0.00	\$131.00	0.00%
208	Instruction Fees	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
321	Communications-Cellular	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
331	Travel Expenses	\$1,500.00	\$275.40	\$275.40	\$1,224.60	18.36%
340	Advertising	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
360	Insurance	\$150.00	\$0.00	\$0.00	\$150.00	0.00%
430	Miscellaneous	\$706.00	\$0.00	\$0.00	\$706.00	0.00%
433	Dues and Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41110 Council		\$33,053.00	\$2,611.43	\$4,882.87	\$28,170.13	14.77%
DEPT 41400 Administration						
100	Wages and Salaries Dept Head	\$94,516.00	\$7,299.98	\$14,599.96	\$79,916.04	15.45%
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	\$4,950.14	\$9,900.28	\$55,089.72	15.23%
121	PERA	\$12,047.00	\$918.74	\$1,837.48	\$10,209.52	15.25%
122	FICA	\$12,288.00	\$849.64	\$1,699.28	\$10,588.72	13.83%
131	Employer Paid Health	\$37,373.00	\$3,114.40	\$6,228.80	\$31,144.20	16.67%
132	Employer Paid Disability	\$1,392.00	\$0.00	\$120.01	\$1,271.99	8.62%
133	Employer Paid Dental	\$2,064.00	\$172.00	\$344.00	\$1,720.00	16.67%
134	Employer Paid Life	\$134.00	\$11.20	\$22.40	\$111.60	16.72%
136	Deferred Compensation	\$1,300.00	\$100.00	\$200.00	\$1,100.00	15.38%
151	Workers Comp Insurance	\$2,244.00	\$0.00	\$0.00	\$2,244.00	0.00%
152	Health Savings Account Contrib	\$12,000.00	\$0.00	\$3,000.00	\$9,000.00	25.00%
200	Office Supplies	\$1,800.00	\$163.38	\$171.71	\$1,628.29	9.54%
208	Instruction Fees	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
210	Operating Supplies	\$1,500.00	\$0.00	\$145.43	\$1,354.57	9.70%
220	Repair/Maint Supply - Equip	\$3,834.00	\$166.66	\$432.32	\$3,401.68	11.28%
301	Auditing and Acct g Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$4,000.00	\$243.94	\$243.94	\$3,756.06	6.10%
322	Postage	\$1,000.00	\$0.00	\$201.10	\$798.90	20.11%
331	Travel Expenses	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
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	\$161.50	\$161.50	\$838.50	16.15%
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	\$0.00	\$0.00	\$850.00	0.00%
443	Sales Tax	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
500	Capital Outlay	\$4,020.00	\$0.00	\$0.00	\$4,020.00	0.00%
600	Principal	\$794.00	\$0.00	\$67.22	\$726.78	8.47%
610	Interest	\$70.00	\$0.00	\$4.78	\$65.22	6.83%
DEPT 41400 Administration		\$272,646.00	\$18,151.58	\$39,380.21	\$233,265.79	14.44%
DEPT 41410 Elections						
107	Services	\$4,500.00	\$0.00	\$0.00	\$4,500.00	0.00%
122	FICA	\$344.00	\$0.00	\$0.00	\$344.00	0.00%
210	Operating Supplies	\$75.00	\$0.00	\$0.00	\$75.00	0.00%

OBJ	OBJ Descr	2018 Budget	FEBRUARY 2018 Amt	2018 YTD Amt	2018 YTD Balance	%YTD Budget
351	Legal Notices Publishing	\$75.00	\$0.00	\$0.00	\$75.00	0.00%
413	Office Equipment Rental/Repair	\$75.00	\$0.00	\$0.00	\$75.00	0.00%
430	Miscellaneous	\$131.00	\$0.00	\$0.00	\$131.00	0.00%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41410 Elections		\$5,200.00	\$0.00	\$0.00	\$5,200.00	0.00%
DEPT 41600 Audit/Legal Services						
301	Auditing and Acct g Services	\$32,000.00	\$30.00	\$30.00	\$31,970.00	0.09%
304	Legal Fees (Civil)	\$7,000.00	\$450.00	\$900.00	\$6,100.00	12.86%
307	Legal Fees (Labor)	\$7,000.00	\$0.00	\$0.00	\$7,000.00	0.00%
DEPT 41600 Audit/Legal Services		\$46,000.00	\$480.00	\$930.00	\$45,070.00	2.02%
DEPT 41910 Planning and Zoning						
100	Wages and Salaries Dept Head	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
101	Assistant	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
102	Consultant	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
103	Tech 1	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
104	Tech 2	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
105	Part-time	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
121	PERA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
122	FICA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
131	Employer Paid Health	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
132	Employer Paid Disability	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
133	Employer Paid Dental	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
134	Employer Paid Life	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
136	Deferred Compensation	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
140	Unemployment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
151	Workers Comp Insurance	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
200	Office Supplies	\$700.00	\$9.20	\$9.20	\$690.80	1.31%
208	Instruction Fees	\$600.00	\$0.00	\$0.00	\$600.00	0.00%
210	Operating Supplies	\$1,500.00	\$0.00	\$135.44	\$1,364.56	9.03%
212	Motor Fuels	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
220	Repair/Maint Supply - Equip	\$3,934.00	\$166.67	\$432.34	\$3,501.66	10.99%
221	Repair/Maint Vehicles 306	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
303	Engineering Fees	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
304	Legal Fees (Civil)	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
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	\$182.25	\$182.25	\$3,317.75	5.21%
322	Postage	\$500.00	\$0.00	\$201.09	\$298.91	40.22%
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	\$0.00	\$1,500.00	0.00%
340	Advertising	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
351	Legal Notices Publishing	\$2,000.00	\$121.13	\$121.13	\$1,878.87	6.06%
352	Filing Fees	\$1,500.00	\$92.00	\$184.00	\$1,316.00	12.27%
356	Mapping	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
360	Insurance	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
387	Septic Inspections	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
413	Office Equipment Rental/Repair	\$860.00	\$0.00	\$0.00	\$860.00	0.00%
430	Miscellaneous	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
433	Dues and Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
441	Enhanced 911	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
443	Sales Tax	\$0.00	\$0.00	\$1.00	-\$1.00	0.00%
452	Refund	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
470	Consultant Fees	\$209,280.00	\$0.00	\$16,932.00	\$192,348.00	8.09%
500	Capital Outlay	\$4,020.00	\$0.00	\$0.00	\$4,020.00	0.00%

OBJ	OBJ Descr	2018 Budget	FEBRUARY 2018 Amt	2018 YTD Amt	2018 YTD Balance	%YTD Budget
600	Principal	\$794.00	\$0.00	\$67.22	\$726.78	8.47%
610	Interest	\$70.00	\$0.00	\$4.78	\$65.22	6.83%
DEPT 41910 Planning and Zoning		\$243,358.00	\$571.25	\$18,270.45	\$225,087.55	7.51%
DEPT 41940 General Government						
131	Employer Paid Health	\$0.00	-\$779.00	-\$872.51	\$872.51	0.00%
133	Employer Paid Dental	\$125.00	\$149.05	\$190.60	-\$65.60	152.48%
151	Workers Comp Insurance	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
152	Health Savings Account Contrib	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
210	Operating Supplies	\$2,500.00	\$159.15	\$195.90	\$2,304.10	7.84%
220	Repair/Maint Supply - Equip	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$4,000.00	\$50.92	\$90.70	\$3,909.30	2.27%
235	Signs	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
254	Concessions - Pop	\$300.00	\$16.49	\$49.57	\$250.43	16.52%
302	Architects Fees	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
303	Engineering Fees	\$750.00	\$0.00	\$0.00	\$750.00	0.00%
316	Security Monitoring	\$800.00	\$0.00	\$22.00	\$778.00	2.75%
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	\$27.63	\$27.63	\$222.37	11.05%
354	Ordinance Codification	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
360	Insurance	\$26,500.00	\$0.00	\$0.00	\$26,500.00	0.00%
381	Electric Utilities	\$14,500.00	\$1,144.00	\$2,234.00	\$12,266.00	15.41%
383	Gas Utilities	\$4,500.00	\$738.97	\$738.97	\$3,761.03	16.42%
384	Refuse/Garbage Disposal	\$500.00	\$52.00	\$103.48	\$396.52	20.70%
385	Sewer Utility	\$600.00	\$48.00	\$48.00	\$552.00	8.00%
389	Generator Expense	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
405	Cleaning Services	\$9,600.00	\$707.50	\$1,415.00	\$8,185.00	14.74%
430	Miscellaneous	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
433	Dues and Subscriptions	\$3,500.00	\$0.00	\$114.00	\$3,386.00	3.26%
437	Brainerd Lakes Area Dev Corp	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
438	Initiative Foundation	\$1,650.00	\$0.00	\$0.00	\$1,650.00	0.00%
439	Emergency Mgmt Expense	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
440	Telephone Co Reimb Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
441	Enhanced 911	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
442	Safety Prog/Equipment	\$10,500.00	\$0.00	\$3,322.00	\$7,178.00	31.64%
443	Sales Tax	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
444	Transportation Plan	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
446	Animal Control	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
449	Cobra Payments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
451	Health Comm Program Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
452	Refund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
456	Fireworks	\$14,000.00	\$0.00	\$0.00	\$14,000.00	0.00%
460	Fines/Fees Reimburse	\$6,000.00	\$982.30	\$982.30	\$5,017.70	16.37%
470	Consultant Fees	\$15,000.00	\$0.00	\$0.00	\$15,000.00	0.00%
490	Donations to Civic Org s	\$3,700.00	\$0.00	\$0.00	\$3,700.00	0.00%
493	Pass Thru Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$185,000.00	\$0.00	\$0.00	\$185,000.00	0.00%
551	Capital Outlay-Building	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
552	Capital Outlay-Land	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41940 General Government		\$316,875.00	\$3,297.01	\$8,661.64	\$308,213.36	2.73%
DEPT 42110 Police Administration						
100	Wages and Salaries Dept Head	\$81,694.00	\$6,283.70	\$12,567.40	\$69,126.60	15.38%
101	Assistant	\$5,000.00	\$4,901.20	\$11,159.78	-\$6,159.78	223.20%

OBJ	OBJ Descr	2018 Budget	FEBRUARY 2018 Amt	2018 YTD Amt	2018 YTD Balance	%YTD Budget
103	Tech 1	\$48,253.00	\$3,803.88	\$6,797.63	\$41,455.37	14.09%
108	Tech 3	\$25,000.00	\$967.75	\$2,374.63	\$22,625.37	9.50%
110	Tech 4	\$59,913.00	\$46.00	\$92.00	\$59,821.00	0.15%
112	Tech 5	\$59,830.00	\$4,250.80	\$9,354.80	\$50,475.20	15.64%
113	Tech 6	\$61,207.00	\$4,250.70	\$8,643.15	\$52,563.85	14.12%
121	PERA	\$55,225.00	\$3,969.67	\$7,964.09	\$47,260.91	14.42%
122	FICA	\$4,943.00	\$324.74	\$626.27	\$4,316.73	12.67%
131	Employer Paid Health	\$82,224.00	\$5,918.00	\$11,836.00	\$70,388.00	14.39%
132	Employer Paid Disability	\$2,636.00	\$226.75	\$453.50	\$2,182.50	17.20%
133	Employer Paid Dental	\$3,894.00	\$324.48	\$648.96	\$3,245.04	16.67%
134	Employer Paid Life	\$336.00	\$28.00	\$56.00	\$280.00	16.67%
136	Deferred Compensation	\$1,300.00	\$100.00	\$200.00	\$1,100.00	15.38%
140	Unemployment	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
151	Workers Comp Insurance	\$26,478.00	\$0.00	\$0.00	\$26,478.00	0.00%
152	Health Savings Account Contrib	\$27,000.00	\$0.00	\$6,000.00	\$21,000.00	22.22%
200	Office Supplies	\$300.00	\$9.59	\$9.59	\$290.41	3.20%
208	Instruction Fees	\$4,500.00	\$25.00	\$1,030.00	\$3,470.00	22.89%
209	Physicals	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
210	Operating Supplies	\$1,800.00	\$156.00	\$156.00	\$1,644.00	8.67%
212	Motor Fuels	\$18,000.00	\$968.41	\$968.41	\$17,031.59	5.38%
214	Auto Expense- Squad 301	\$500.00	\$0.00	\$25.00	\$475.00	5.00%
216	Auto Expense- Squad 305	\$1,200.00	\$27.99	\$27.99	\$1,172.01	2.33%
217	Auto Expense- Squad 303	\$1,000.00	\$0.00	\$43.44	\$956.56	4.34%
218	Auto Expense- Squad 302	\$1,000.00	\$46.39	\$46.39	\$953.61	4.64%
219	Auto Expense- Squad 304	\$500.00	\$0.00	\$43.36	\$456.64	8.67%
220	Repair/Maint Supply - Equip	\$15,000.00	\$250.00	\$510.00	\$14,490.00	3.40%
221	Repair/Maint Vehicles 306	\$2,000.00	\$29.19	\$70.19	\$1,929.81	3.51%
258	Unif Tony/Ted/Gerald/Fire	\$675.00	\$0.00	\$0.00	\$675.00	0.00%
259	Unif Erik/Joe	\$675.00	\$169.98	\$169.98	\$505.02	25.18%
260	Unif Eric & Nate	\$675.00	\$0.00	\$145.99	\$529.01	21.63%
261	Unif Jake/Jon/Seth	\$675.00	-\$81.98	-\$96.96	\$771.96	-14.36%
262	Unif Tony	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
264	Unif Bobby/Ron	\$675.00	\$0.00	-\$124.96	\$799.96	-18.51%
265	Unif & P/T Expense	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
281	Tactical Team	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
282	Restitution Expenditures	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
283	Forfeiture Expenditures	\$1,000.00	\$3,704.16	\$3,704.16	-\$2,704.16	370.42%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
319	Donation Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$2,800.00	\$256.97	\$256.97	\$2,543.03	9.18%
321	Communications-Cellular	\$5,400.00	\$342.37	\$676.11	\$4,723.89	12.52%
322	Postage	\$200.00	\$0.00	\$5.04	\$194.96	2.52%
331	Travel Expenses	\$2,200.00	\$145.36	\$145.36	\$2,054.64	6.61%
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	\$0.00	\$14,000.00	0.00%
413	Office Equipment Rental/Repair	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
430	Miscellaneous	\$200.00	\$2.86	\$2.86	\$197.14	1.43%
433	Dues and Subscriptions	\$250.00	\$75.00	\$256.00	-\$6.00	102.40%
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	\$0.00	\$168.14	\$4,291.86	3.77%
550	Capital Outlay - Vehicles	\$50,960.00	\$0.00	\$0.00	\$50,960.00	0.00%
600	Principal	\$132.00	\$0.00	\$11.20	\$120.80	8.48%

OBJ	OBJ Descr	2018 Budget	FEBRUARY 2018 Amt	2018 YTD Amt	2018 YTD Balance	%YTD Budget
610	Interest	\$12.00	\$0.00	\$0.80	\$11.20	6.67%
DEPT 42110	Police Administration	\$678,322.00	\$41,522.96	\$87,025.27	\$591,296.73	12.83%
DEPT 42280	Fire Administration					
100	Wages and Salaries Dept Head	\$6,000.00	\$500.00	\$1,000.00	\$5,000.00	16.67%
101	Assistant	\$1,200.00	\$100.00	\$200.00	\$1,000.00	16.67%
106	Training	\$2,100.00	\$75.00	\$150.00	\$1,950.00	7.14%
107	Services	\$71,000.00	\$5,945.00	\$10,425.00	\$60,575.00	14.68%
122	FICA	\$6,143.00	\$478.94	\$873.34	\$5,269.66	14.22%
151	Workers Comp Insurance	\$8,027.00	\$0.00	\$0.00	\$8,027.00	0.00%
200	Office Supplies	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
208	Instruction Fees	\$8,000.00	\$1,199.00	\$2,499.00	\$5,501.00	31.24%
209	Physicals	\$3,500.00	\$0.00	\$0.00	\$3,500.00	0.00%
210	Operating Supplies	\$3,000.00	\$208.50	\$208.50	\$2,791.50	6.95%
212	Motor Fuels	\$500.00	\$15.52	\$33.39	\$466.61	6.68%
213	Diesel Fuel	\$2,500.00	\$38.47	\$38.47	\$2,461.53	1.54%
220	Repair/Maint Supply - Equip	\$3,000.00	\$1,731.10	\$1,731.10	\$1,268.90	57.70%
221	Repair/Maint Vehicles 306	\$9,000.00	\$2,406.09	\$3,097.41	\$5,902.59	34.42%
222	Tires	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$2,500.00	\$0.00	\$42.50	\$2,457.50	1.70%
233	FIRE PREVENTION	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
240	Small Tools and Minor Equip	\$1,500.00	\$52.98	\$147.95	\$1,352.05	9.86%
258	Unif Tony/Ted/Gerald/Fire	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
319	Donation Expenditures	\$0.00	\$6,550.85	\$6,550.85	-\$6,550.85	0.00%
320	Communications	\$2,500.00	\$259.04	\$514.93	\$1,985.07	20.60%
322	Postage	\$25.00	\$0.00	\$0.00	\$25.00	0.00%
331	Travel Expenses	\$5,000.00	\$423.95	\$423.95	\$4,576.05	8.48%
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	\$161.00	\$161.00	\$6,839.00	2.30%
430	Miscellaneous	\$150.00	\$0.00	\$0.00	\$150.00	0.00%
433	Dues and Subscriptions	\$1,500.00	\$234.00	\$610.00	\$890.00	40.67%
443	Sales Tax	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
450	Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
455	House Burn	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
491	FDRA City Contribution	\$23,000.00	\$750.00	\$750.00	\$22,250.00	3.26%
492	FDRA State Aid	\$38,000.00	\$0.00	\$0.00	\$38,000.00	0.00%
500	Capital Outlay	\$19,000.00	\$0.00	\$3,320.00	\$15,680.00	17.47%
550	Capital Outlay - Vehicles	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
551	Capital Outlay-Building	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 42280	Fire Administration	\$229,045.00	\$21,129.44	\$32,777.39	\$196,267.61	14.31%
DEPT 42500	Ambulance Services					
223	Bldg Repair Suppl/Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
306	Ambulance Subsidy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 42500	Ambulance Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000	Public Works (GENERAL)					
100	Wages and Salaries Dept Head	\$6,237.00	\$0.00	\$0.00	\$6,237.00	0.00%
103	Tech 1	\$57,244.00	\$5,281.75	\$10,439.45	\$46,804.55	18.24%
104	Tech 2	\$57,244.00	\$3,644.01	\$7,438.70	\$49,805.30	12.99%
105	Part-time	\$0.00	\$0.00	\$380.88	-\$380.88	0.00%

OBJ	OBJ Descr	2018 Budget	FEBRUARY 2018 Amt	2018 YTD Amt	2018 YTD Balance	%YTD Budget
108	Tech 3	\$57,244.00	\$3,492.75	\$3,492.75	\$53,751.25	6.10%
121	PERA	\$13,348.00	\$931.39	\$1,631.39	\$11,716.61	12.22%
122	FICA	\$13,615.00	\$889.24	\$1,542.22	\$12,072.78	11.33%
131	Employer Paid Health	\$44,851.00	\$3,737.60	\$5,918.00	\$38,933.00	13.19%
132	Employer Paid Disability	\$1,198.00	\$220.99	\$232.67	\$965.33	19.42%
133	Employer Paid Dental	\$2,463.00	\$205.24	\$336.81	\$2,126.19	13.67%
134	Employer Paid Life	\$202.00	\$16.80	\$29.61	\$172.39	14.66%
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	\$0.00	\$28,704.00	0.00%
152	Health Savings Account Contrib	\$15,000.00	\$1,500.00	\$3,750.00	\$11,250.00	25.00%
200	Office Supplies	\$450.00	\$0.00	\$0.00	\$450.00	0.00%
208	Instruction Fees	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
210	Operating Supplies	\$1,200.00	\$36.80	\$41.74	\$1,158.26	3.48%
212	Motor Fuels	\$8,000.00	\$251.72	\$251.72	\$7,748.28	3.15%
213	Diesel Fuel	\$15,000.00	\$554.24	\$554.24	\$14,445.76	3.69%
215	Shop Supplies	\$2,750.00	\$122.20	\$122.20	\$2,627.80	4.44%
220	Repair/Maint Supply - Equip	\$18,000.00	\$2,612.29	\$2,953.65	\$15,046.35	16.41%
221	Repair/Maint Vehicles 306	\$15,000.00	\$1,637.93	\$1,898.31	\$13,101.69	12.66%
222	Tires	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$4,500.00	\$51.74	\$51.74	\$4,448.26	1.15%
224	Street Maint Materials	\$20,000.00	\$18,412.02	\$18,412.02	\$1,587.98	92.06%
225	New Roads Materials	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
226	Bridge Materials	\$25,000.00	\$0.00	\$0.00	\$25,000.00	0.00%
228	Street Lighting	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
232	Striping	\$16,000.00	\$0.00	\$0.00	\$16,000.00	0.00%
235	Signs	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
240	Small Tools and Minor Equip	\$2,500.00	\$17.67	\$17.67	\$2,482.33	0.71%
254	Concessions - Pop	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
259	Unif Erik/Joe	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
260	Unif Eric & Nate	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
261	Unif Jake/Jon/Seth	\$300.00	\$300.00	\$300.00	\$0.00	100.00%
303	Engineering Fees	\$25,000.00	\$0.00	\$0.00	\$25,000.00	0.00%
304	Legal Fees (Civil)	\$1,000.00	\$0.00	\$210.00	\$790.00	21.00%
314	Surveyor	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
316	Security Monitoring	\$200.00	\$0.00	\$49.35	\$150.65	24.68%
320	Communications	\$1,600.00	\$107.74	\$107.74	\$1,492.26	6.73%
322	Postage	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
331	Travel Expenses	\$1,000.00	\$33.74	\$33.74	\$966.26	3.37%
340	Advertising	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
351	Legal Notices Publishing	\$100.00	\$51.84	\$51.84	\$48.16	51.84%
360	Insurance	\$27,000.00	\$0.00	\$0.00	\$27,000.00	0.00%
381	Electric Utilities	\$14,000.00	\$1,908.50	\$3,861.28	\$10,138.72	27.58%
383	Gas Utilities	\$6,000.00	\$443.09	\$443.09	\$5,556.91	7.38%
384	Refuse/Garbage Disposal	\$1,000.00	\$55.48	\$110.39	\$889.61	11.04%
385	Sewer Utility	\$400.00	\$45.12	\$45.12	\$354.88	11.28%
405	Cleaning Services	\$3,700.00	\$532.18	\$708.43	\$2,991.57	19.15%
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	\$17.49	\$17.49	\$982.51	1.75%
433	Dues and Subscriptions	\$0.00	\$0.00	\$10.00	-\$10.00	0.00%
442	Safety Prog/Equipment	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
443	Sales Tax	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
450	Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
454	Joint Facility County Expense	\$45,000.00	\$2,989.89	\$5,361.08	\$39,638.92	11.91%

OBJ	OBJ Descr	2018 Budget	FEBRUARY 2018 Amt	2018 YTD Amt	2018 YTD Balance	%YTD Budget
500	Capital Outlay	\$75,000.00	\$0.00	\$0.00	\$75,000.00	0.00%
550	Capital Outlay - Vehicles	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
551	Capital Outlay-Building	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
552	Capital Outlay-Land	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
581	Capital Outlay -Seal Coat	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
582	Capital Outlay - Crackfill	\$50,000.00	\$0.00	\$0.00	\$50,000.00	0.00%
583	Capital Outlay - Overlays	\$1,440,800.00	\$21,954.15	\$21,954.15	\$1,418,845.85	1.52%
584	Capital Outlay - Road Const	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000 Public Works (GENERAL)		\$2,129,400.00	\$72,055.60	\$92,759.47	\$2,036,640.53	4.36%
DEPT 43100 Cemetery						
210	Operating Supplies	\$940.00	\$53.92	\$53.92	\$886.08	5.74%
220	Repair/Maint Supply - Equip	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
360	Insurance	\$60.00	\$0.00	\$0.00	\$60.00	0.00%
381	Electric Utilities	\$350.00	\$2.00	\$4.34	\$345.66	1.24%
430	Miscellaneous	\$400.00	\$86.63	\$86.63	\$313.37	21.66%
452	Refund	\$0.00	\$0.00	\$0.00	\$0.00	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	\$142.55	\$144.89	\$2,855.11	4.83%
DEPT 45100 Park and Recreation (GENERAL)						
100	Wages and Salaries Dept Head	\$72,590.00	\$5,629.70	\$12,885.10	\$59,704.90	17.75%
101	Assistant	\$29,378.00	\$2,289.20	\$4,526.29	\$24,851.71	15.41%
103	Tech 1	\$26,940.00	\$0.00	\$0.00	\$26,940.00	0.00%
104	Tech 2	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
105	Part-time	\$43,680.00	\$2,465.58	\$5,029.98	\$38,650.02	11.52%
108	Tech 3	\$33,675.00	\$2,636.40	\$4,891.26	\$28,783.74	14.52%
121	PERA	\$15,470.00	\$818.43	\$1,594.92	\$13,875.08	10.31%
122	FICA	\$16,162.00	\$940.79	\$1,731.90	\$14,430.10	10.72%
131	Employer Paid Health	\$37,373.00	\$1,557.20	\$3,114.40	\$34,258.60	8.33%
132	Employer Paid Disability	\$1,565.00	\$112.77	\$225.54	\$1,339.46	14.41%
133	Employer Paid Dental	\$4,128.00	\$258.00	\$503.67	\$3,624.33	12.20%
134	Employer Paid Life	\$269.00	\$16.80	\$31.99	\$237.01	11.89%
136	Deferred Compensation	\$650.00	\$50.00	\$100.00	\$550.00	15.38%
140	Unemployment	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
151	Workers Comp Insurance	\$15,118.00	\$0.00	\$0.00	\$15,118.00	0.00%
152	Health Savings Account Contrib	\$12,000.00	\$0.00	\$1,500.00	\$10,500.00	12.50%
200	Office Supplies	\$200.00	\$21.95	\$43.90	\$156.10	21.95%
208	Instruction Fees	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
210	Operating Supplies	\$3,200.00	\$544.88	\$544.88	\$2,655.12	17.03%
212	Motor Fuels	\$2,000.00	\$153.32	\$153.32	\$1,846.68	7.67%
213	Diesel Fuel	\$1,000.00	\$57.96	\$57.96	\$942.04	5.80%
220	Repair/Maint Supply - Equip	\$3,000.00	\$195.00	\$365.00	\$2,635.00	12.17%
221	Repair/Maint Vehicles 306	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$15,000.00	\$1,776.45	\$1,776.45	\$13,223.55	11.84%
231	Chemicals	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
235	Signs	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
254	Concessions - Pop	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
255	Concessions - Food	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
258	Unif Tony/Ted/Gerald/Fire	\$300.00	\$0.00	\$0.00	\$300.00	0.00%

OBJ	OBJ Descr	2018 Budget	FEBRUARY 2018 Amt	2018 YTD Amt	2018 YTD Balance	%YTD Budget
261	Unif Jake/Jon/Seth	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
264	Unif Bobby/Ron	\$300.00	\$0.00	\$246.40	\$53.60	82.13%
303	Engineering Fees	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
304	Legal Fees (Civil)	\$5,000.00	\$150.00	\$315.00	\$4,685.00	6.30%
308	Instructors Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
309	Tennis	\$1,600.00	\$0.00	\$0.00	\$1,600.00	0.00%
310	Program Supplies	\$1,000.00	\$35.70	\$35.70	\$964.30	3.57%
311	Softball/Baseball	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
312	Aerobic Instruction	\$0.00	\$130.80	\$130.80	-\$130.80	0.00%
315	Warm House/Garage Exp	\$1,000.00	\$39.37	\$45.93	\$954.07	4.59%
316	Security Monitoring	\$1,200.00	\$0.00	\$0.00	\$1,200.00	0.00%
317	Soccer/Skating	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
318	Garage (North)	\$3,000.00	\$598.50	\$666.50	\$2,333.50	22.22%
319	Donation Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$3,500.00	\$494.63	\$494.63	\$3,005.37	14.13%
322	Postage	\$150.00	\$0.00	\$10.12	\$139.88	6.75%
323	Garage (East)	\$1,500.00	\$337.60	\$347.56	\$1,152.44	23.17%
324	Disc Golf Expenses	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
331	Travel Expenses	\$1,000.00	\$23.43	\$23.43	\$976.57	2.34%
335	Background Checks	\$150.00	\$0.00	\$0.00	\$150.00	0.00%
340	Advertising	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
351	Legal Notices Publishing	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
360	Insurance	\$15,000.00	\$0.00	\$0.00	\$15,000.00	0.00%
381	Electric Utilities	\$13,000.00	\$1,247.86	\$2,417.20	\$10,582.80	18.59%
383	Gas Utilities	\$6,500.00	\$1,128.59	\$1,128.59	\$5,371.41	17.36%
384	Refuse/Garbage Disposal	\$800.00	\$73.38	\$146.01	\$653.99	18.25%
403	Improvements Other Than Bldgs	\$3,800.00	\$0.00	\$0.00	\$3,800.00	0.00%
413	Office Equipment Rental/Repair	\$700.00	\$0.00	\$0.00	\$700.00	0.00%
415	Equipment Rental	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
430	Miscellaneous	\$800.00	\$0.00	\$0.00	\$800.00	0.00%
433	Dues and Subscriptions	\$500.00	\$0.00	\$483.00	\$17.00	96.60%
442	Safety Prog/Equipment	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
443	Sales Tax	\$1,600.00	\$259.00	\$259.00	\$1,341.00	16.19%
445	Sr Meals Expense	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
448	Weight Room Ins Reimbur	\$150.00	\$12.00	\$22.00	\$128.00	14.67%
450	Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
452	Refund	\$150.00	\$0.00	\$0.00	\$150.00	0.00%
453	80 Acre Development Expense	\$1,000.00	\$595.00	\$595.00	\$405.00	59.50%
457	Weight Room Expenses	\$2,000.00	\$0.00	\$18.00	\$1,982.00	0.90%
459	PAL Foundation Expenditures	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
461	Silver Sneakers	\$6,500.00	\$832.00	\$1,448.00	\$5,052.00	22.28%
481	Park Master Plan	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$93,000.00	\$1,540.27	\$6,612.26	\$86,387.74	7.11%
551	Capital Outlay-Building	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
552	Capital Outlay-Land	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
553	Capital Outlay - Other	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
557	Capital Outlay - Tennis Courts	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600	Principal	\$1,250.00	\$104.14	\$208.28	\$1,041.72	16.66%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 45100 Park and Recreation (GENERA		\$531,848.00	\$27,126.70	\$54,729.97	\$477,118.03	10.29%
DEPT 45500 Library						
101	Assistant	\$33,675.00	\$2,636.40	\$5,233.20	\$28,441.80	15.54%
121	PERA	\$2,526.00	\$197.73	\$392.49	\$2,133.51	15.54%
122	FICA	\$2,576.00	\$170.26	\$337.48	\$2,238.52	13.10%
131	Employer Paid Health	\$18,686.00	\$1,557.20	\$3,114.40	\$15,571.60	16.67%

OBJ	OBJ Descr	2018 Budget	FEBRUARY 2018 Amt	2018 YTD Amt	2018 YTD Balance	%YTD Budget
132	Employer Paid Disability	\$289.00	\$25.56	\$51.12	\$237.88	17.69%
133	Employer Paid Dental	\$1,032.00	\$86.00	\$172.00	\$860.00	16.67%
134	Employer Paid Life	\$67.00	\$5.60	\$11.20	\$55.80	16.72%
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	\$1,500.00	\$4,500.00	25.00%
201	Library Operating Supplies	\$2,000.00	\$175.72	\$175.72	\$1,824.28	8.79%
202	Library Subscriptions	\$500.00	\$473.72	\$473.72	\$26.28	94.74%
203	Library Books	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
204	Children s Program Expense	\$150.00	\$0.00	\$0.00	\$150.00	0.00%
205	Library Luncheon Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
206	Book Sale Expenses	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
207	Golf Fundraiser Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
319	Donation Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$1,000.00	\$60.78	\$60.78	\$939.22	6.08%
322	Postage	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
360	Insurance	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
413	Office Equipment Rental/Repair	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
430	Miscellaneous	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
443	Sales Tax	\$100.00	\$1.00	\$2.00	\$98.00	2.00%
452	Refund	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
459	PAL Foundation Expenditures	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
500	Capital Outlay	\$3,165.00	\$0.00	\$0.00	\$3,165.00	0.00%
600	Principal	\$1,250.00	\$104.14	\$208.28	\$1,041.72	16.66%
DEPT 45500 Library		\$80,216.00	\$5,494.11	\$11,732.39	\$68,483.61	14.63%
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	\$12,676.25	\$10,776.75	54.05%
620	Fiscal Agent s Fees	\$300.00	\$0.00	\$257.00	\$43.00	85.67%
DEPT 47014 2012 Series A		\$213,753.00	\$0.00	\$202,933.25	\$10,819.75	94.94%
DEPT 47015 47015 Series 2015B						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47015 47015 Series 2015B		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 48000 Recycling						
384	Refuse/Garbage Disposal	\$32,340.00	\$2,433.00	\$4,866.00	\$27,474.00	15.05%
388	Recycling Expenses	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
430	Miscellaneous	\$3,240.00	\$262.00	\$524.00	\$2,716.00	16.17%
DEPT 48000 Recycling		\$35,980.00	\$2,695.00	\$5,390.00	\$30,590.00	14.98%
FUND 101 GENERAL FUND		\$4,818,696.00	\$195,277.63	\$559,617.80	\$4,259,078.20	11.61%
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%

OBJ	OBJ Descr	2018 Budget	FEBRUARY 2018 Amt	2018 YTD Amt	2018 YTD Balance	%YTD Budget
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%
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					

OBJ	OBJ Descr	2018 Budget	FEBRUARY 2018 Amt	2018 YTD Amt	2018 YTD Balance	%YTD Budget
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
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	\$0.00	\$138,000.00	0.00%
610	Interest	\$8,500.00	\$0.00	\$0.00	\$8,500.00	0.00%
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	\$0.00	\$146,800.00	0.00%
FUND 301 DEBT SERVICE FUND		\$149,300.00	\$0.00	\$0.00	\$149,300.00	0.00%
FUND 401 GENERAL CAPITAL PROJECTS						
DEPT 44000 Capital Projects						
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 44000 Capital Projects		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47012 2006 Series C Equipment Cert						
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
616	Bond Discount	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47012 2006 Series C Equipment Cert		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 49300 Other Finanacing Uses						
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 49300 Other Finanacing Uses		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 401 GENERAL CAPITAL PROJECTS		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 405 TAX INCREMENT FINANCE PROJECTS						
DEPT 46000 Tax Increment Financing						
351	Legal Notices Publishing	\$650.00	\$0.00	\$0.00	\$650.00	0.00%
640	Tax Increment 1	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
641	Tax Increment 2	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
642	Tax Increment 3	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

OBJ	OBJ Descr	2018 Budget	FEBRUARY 2018 Amt	2018 YTD Amt	2018 YTD Balance	%YTD Budget
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	\$0.00	\$0.00	\$10,200.00	0.00%
650	Administrative Costs	\$650.00	\$0.00	\$0.00	\$650.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 46000 Tax Increment Financing		\$11,500.00	\$0.00	\$0.00	\$11,500.00	0.00%
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	\$0.00	\$0.00	\$11,500.00	0.00%
FUND 410 MARODA DRIVE						
DEPT 43000 Public Works (GENERAL)						
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000 Public Works (GENERAL)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 410 MARODA DRIVE		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 411 SUNSET DRIVE						
DEPT 43000 Public Works (GENERAL)						
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000 Public Works (GENERAL)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 411 SUNSET DRIVE		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 412 DUCK LANE						
DEPT 43000 Public Works (GENERAL)						
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000 Public Works (GENERAL)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 412 DUCK LANE		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 413 FAWN LAKE ROAD						
DEPT 43000 Public Works (GENERAL)						
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000 Public Works (GENERAL)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 413 FAWN LAKE ROAD		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 414 SUNRISE ISLAND BRIDGE PROJECT						
DEPT 43000 Public Works (GENERAL)						
226	Bridge Materials	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000 Public Works (GENERAL)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 414 SUNRISE ISLAND BRIDGE PROJECT		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 415 AMBULANCE PROJECT						
DEPT 43000 Public Works (GENERAL)						

OBJ	OBJ Descr	2018 Budget	FEBRUARY 2018 Amt	2018 YTD Amt	2018 YTD Balance	%YTD Budget
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%
493	Pass Thru Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 46500 Economic Develop mt (GENER		\$0.00	\$0.00	\$0.00	\$0.00	0.00%

OBJ	OBJ Descr	2018 Budget	FEBRUARY 2018 Amt	2018 YTD Amt	2018 YTD Balance	%YTD Budget
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	\$0.00	\$0.00	\$12,500.00	0.00%
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47009 2003 Joint Facility		\$12,500.00	\$0.00	\$0.00	\$12,500.00	0.00%
FUND 502 ECONOMIC DEVELOPMENT FUND		\$12,500.00	\$0.00	\$0.00	\$12,500.00	0.00%
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	\$13,585.78	\$59,835.22	18.50%
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	\$908.96	\$4,598.04	16.51%
122	FICA	\$5,617.00	\$398.39	\$684.63	\$4,932.37	12.19%
131	Employer Paid Health	\$18,686.00	\$1,557.20	\$3,114.40	\$15,571.60	16.67%
132	Employer Paid Disability	\$718.00	\$61.66	\$123.32	\$594.68	17.18%
133	Employer Paid Dental	\$1,032.00	\$86.00	\$172.00	\$860.00	16.67%
134	Employer Paid Life	\$67.00	\$5.60	\$11.20	\$55.80	16.72%
136	Deferred Compensation	\$650.00	\$50.00	\$100.00	\$550.00	15.38%
151	Workers Comp Insurance	\$6,010.00	\$0.00	\$0.00	\$6,010.00	0.00%
152	Health Savings Account Contrib	\$6,000.00	\$0.00	\$1,500.00	\$4,500.00	25.00%
200	Office Supplies	\$250.00	\$0.00	\$22.69	\$227.31	9.08%
208	Instruction Fees	\$2,500.00	\$905.00	\$905.00	\$1,595.00	36.20%
210	Operating Supplies	\$3,500.00	\$0.00	\$0.00	\$3,500.00	0.00%
212	Motor Fuels	\$2,000.00	\$238.99	\$238.99	\$1,761.01	11.95%
213	Diesel Fuel	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
220	Repair/Maint Supply - Equip	\$10,000.00	\$2,201.62	\$2,368.29	\$7,631.71	23.68%
221	Repair/Maint Vehicles 306	\$1,500.00	\$200.00	\$200.00	\$1,300.00	13.33%
222	Tires	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$4,000.00	\$0.00	\$20.00	\$3,980.00	0.50%
229	Oper/Maint - Lift Station	\$12,000.00	\$250.58	\$499.54	\$11,500.46	4.16%
230	Repair/Maint - Collection Syst	\$7,000.00	\$0.00	\$0.00	\$7,000.00	0.00%
231	Chemicals	\$18,000.00	\$1,759.20	\$1,759.20	\$16,240.80	9.77%
258	Unif Tony/Ted/Gerald/Fire	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
303	Engineering Fees	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
304	Legal Fees (Civil)	\$250.00	\$0.00	\$0.00	\$250.00	0.00%

OBJ	OBJ Descr	2018 Budget	FEBRUARY 2018 Amt	2018 YTD Amt	2018 YTD Balance	%YTD Budget
320	Communications	\$600.00	\$151.40	\$151.40	\$448.60	25.23%
321	Communications-Cellular	\$1,600.00	\$118.69	\$237.20	\$1,362.80	14.83%
322	Postage	\$800.00	\$0.00	\$282.65	\$517.35	35.33%
331	Travel Expenses	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
340	Advertising	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
351	Legal Notices Publishing	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
360	Insurance	\$8,000.00	\$0.00	\$0.00	\$8,000.00	0.00%
381	Electric Utilities	\$27,000.00	\$2,723.34	\$5,477.89	\$21,522.11	20.29%
383	Gas Utilities	\$3,000.00	\$520.33	\$520.33	\$2,479.67	17.34%
384	Refuse/Garbage Disposal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
406	Lab Testing	\$15,000.00	\$892.00	\$1,520.70	\$13,479.30	10.14%
407	Sludge Disposal	\$20,000.00	\$0.00	\$5,100.00	\$14,900.00	25.50%
420	Depreciation Expense	\$200,000.00	\$0.00	\$0.00	\$200,000.00	0.00%
430	Miscellaneous	\$100.00	\$87.99	\$87.99	\$12.01	87.99%
433	Dues and Subscriptions	\$300.00	\$0.00	\$302.00	-\$2.00	100.67%
442	Safety Prog/Equipment	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
443	Sales Tax	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
450	Permits	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
452	Refund	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
500	Capital Outlay	\$1,550,000.00	\$116,302.53	\$291,545.23	\$1,258,454.77	18.81%
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	\$135,024.84	\$331,439.39	\$1,682,968.61	16.45%
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	\$135,024.84	\$331,439.39	\$1,682,968.61	16.45%
FUND 614 TELEPHONE AND CABLE FUND						
DEPT 49000 Miscellaneous (GENERAL)						
301	Auditing and Acct g Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
630	Loss on Bond Defeasance	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 49000 Miscellaneous (GENERAL)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 614 TELEPHONE AND CABLE FUND		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 651 SEWER RESTRICTED SINKING FUND						
DEPT 43200 Sewer						
220	Repair/Maint Supply - Equip	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43200 Sewer		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47007 2003 Series A Disposal						
600	Principal	\$175,000.00	\$0.00	\$175,000.00	\$0.00	100.00%
610	Interest	\$23,606.00	\$0.00	\$14,702.50	\$8,903.50	62.28%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

OBJ	OBJ Descr	2018 Budget	FEBRUARY 2018 Amt	2018 YTD Amt	2018 YTD Balance	%YTD Budget
620	Fiscal Agent s Fees	\$750.00	\$0.00	\$238.00	\$512.00	31.73%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47007 2003 Series A Disposal		\$199,356.00	\$0.00	\$189,940.50	\$9,415.50	95.28%
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	\$0.00	\$11,060.00	0.00%
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	\$0.00	\$111,060.00	0.00%
FUND 651 SEWER RESTRICTED SINKING FUN		\$310,416.00	\$0.00	\$189,940.50	\$120,475.50	61.19%
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%
		\$7,316,820.00	\$330,302.47	\$1,080,997.69	\$6,235,822.31	14.77%

B.4.

City of Crosslake - Preliminary					
2/28/2018 Preliminary Budget to Actual Analysis (Remove Debt Service, Capital Outlay and Operating Transfers)					
Description	2018 Budget	28-Feb	2018 YTD Amount	2018 YTD Balance	2018 %YTD Budget
Total Expense (From Month End Report For February 28, 2018)	\$ 7,316,820	\$ 330,302	\$ (1,080,998)	\$ 8,397,818	-14.77%
Adjustments:					
<u>Less: All DS Issues</u>					
(101-41400-600) Administration: Copier Lease	(864)	0	(72)	(792)	8.33%
(101-41910-600) Planning and Zoning: Copier Lease	(864)	0	(72)	(792)	8.33%
(101-42110-600) Police: Copier Lease	(144)	0	(12)	(132)	8.33%
(101-45100-600) Parks and Rec.: Copier Lease	(1,250)	(104)	(208)	(1,042)	16.66%
(101-45500-600) Library: Copier Lease	(1,250)	(104)	(208)	(1,042)	16.66%
(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	(12,676)	(10,777)	54.05%
(101-47014-620) 2012 Series A - Fiscal Agent Fees	(300)	0	(257)	(43)	0.00%
(301-47015-600) 2015 Series B - Principal	(138,000)	0	0	(138,000)	0.00%
(301-47015-610) 2015 Series B - Interest	(8,500)	0	0	(8,500)	0.00%
(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	(14,703)	(8,904)	62.28%
(651-47007-620) 2012 Series A Disposal - Fiscal Agent Fees	(750)	0	(238)	(512)	31.73%
(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	0	(11,060)	0.00%
Total Debt Service	(677,841)	(208)	(393,446)	(284,395)	58.04%
<u>Less - All Capital Outlay Accounts:</u>					
(101-41400-500) Administration	(4,020)	0	0	(4,020)	0.00%
(101-41910-500) Planning and Zoning	(4,020)	0	0	(4,020)	0.00%
(101-41940-500) General Government Capital Outlay	(185,000)	0	0	(185,000)	0.00%
(101-42110-500) Police Administration Capital Outlay	(4,460)	0	(168)	(4,292)	3.77%
(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)	0	(3,320)	(15,680)	17.47%
(101-42280-550) Fire Administration - Capital Outlay - Vehicles	0	0	0	0	0.00%
(101-43000-500) Public Works - Capital Outlay	(1,565,800)	(21,954)	(21,954)	(1,543,846)	1.40%
(101-43100-500) Cemetery - Capital Outlay	(1,000)	0	0	(1,000)	0.00%
(101-45100-500) Parks and Recreation - Capital Outlay	(93,000)	(1,540)	(6,612)	(86,388)	7.11%
(101-45500-500) Library	(3,165)	0	0	(3,165)	0.00%
(601-43200-500) Sewer - Capital Outlay	(1,550,000)	(116,303)	(291,545)	(1,258,455)	18.81%
Total Capital Outlay	(3,480,425)	(139,797)	(323,600)	(3,156,825)	9.30%
<u>Less: Depreciation/Amortization</u>					
(601) Depreciation	(200,000)	0	0	(200,000)	0.00%
Adjusted Expenditures	\$ 2,958,554	\$ 190,297	\$ (1,798,044)	\$ 4,756,598	-60.77%
Linear Assumption (2 Month/12 Months) = 16.67%					
	16.67%	\$ 1,219,470			-77.44%

City of Crosslake
02/28/2018

Depository	Percent of Total Bank Balance	Bank Balance	Less:			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
			FDIC/NCUA	Insurance							
BlackRidge Bank	31.6%	\$ 211,470	\$ 250,000	\$	\$	0	0	\$ 0	0		1/0/1900
Frandsen Bank and Trust	68.4%	\$ 458,501	\$ 250,000	\$	\$	208,501	229,351	\$ 1,197,471	968,120	3132J4FG9 FHLMC POOL G30866, 4.00	4/4/2034
Totals	100.0%	\$ 669,970			\$	208,501	229,351	\$ 1,197,471	\$ 968,120		

B.5.



CONNECTING & INNOVATING
SINCE 1913

B.6.

LIABILITY COVERAGE – WAIVER FORM

LMCIT members purchasing coverage must complete and return this form to LMCIT before the effective date of the coverage. Please return the completed form to your underwriter or email to pstech@lmc.org

This decision must be made by the member's governing body every year. You may also wish to discuss these issues with your attorney.

League of Minnesota Cities Insurance Trust (LMCIT) members that obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant would be able to recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits apply regardless of whether the city purchases the optional excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could potentially recover up to \$2,000,000 for a single occurrence. (Under this option, the tort cap liability limits are waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2 million.) The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

City of Crosslake, Minnesota

LMCIT Member Name

Check one:

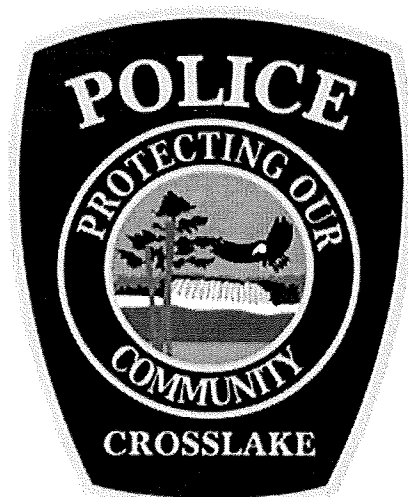
☒ The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04.

☐ The member **WAIVES** the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04 to the extent of the limits of the liability coverage obtained from LMCIT.

Date of city council/governing body meeting March 12, 2018 (City Council will approve at March 12, 2018 Mtg.)

Signature Michael R. Hummel Position City Administrator/Treasurer

B.7.



CROSSLAKE POLICE DEPARTMENT

MONTHLY REPORT

February

2018

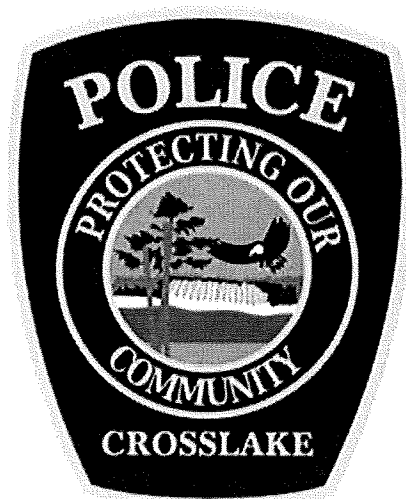
Crosslake Police Department

Monthly Report

February 2018

Agency Assist	9
Alarm	20
Animal Complaint	3
Compliance Check	1
Damage To Property	1
Domestic	1
Driving Complaint	1
Drug Information	1
Ems	15
Escort	1
Found Property	1
Gas Leak	1
Gun Permits	1
Housewatch	2
Information	8
Other	1
Party Complaint	1
Personal In Accident	1
Property Damage Acc	1
Prowler	1
Public Assist	4
Snowmobile	2
Suspicious Activity	1
Suspicious Vehicle	2
Theft	2
Traffic Arrest	1
Traffic Citations	4
Traffic Warnings	20
Vehicle Off Road	2
Warrant Service Atmpt	2
Welfare Check	7

Total 118



CROSSLAKE POLICE DEPARTMENT

MISSION TOWNSHIP MONTHLY REPORT

February

2018

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

Alarm	1
Ems	1
Scam/Con	1
Suspicious Person	1
Theft	1
Traffic Citations	7
Traffic Stop	27

Total	39
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CITY OF CROSSLAKE
CROSSLAKE POLICE DEPARTMENT
CROSSLAKE, MN 56442

Memorandum

Date: March 5, 2018
From: Erik Lee
Re: Hiring Part-time Officers

Mayor/Council Members,

With the resignation of Part-Time Officer Aaron Cronquist and not having filled the vacancy of Tony Marks when he was promoted to full-time status, I would request that the Council approve the hiring of Ryan Franz and Anthony Brunhuber as part-time officers pending satisfactory completion of a background investigation. Ryan is a full-time officer with the Pequot Lakes Police Department and Anthony is a deputy with Crow Wing County where he works court room security and as a boat and water deputy. Both will start at the current wage of a part-time officer.

Respectfully,



Erik Lee
Police Chief

CITY OF CROSSLAKE
CROSSLAKE POLICE DEPARTMENT
CROSSLAKE, MN 56442

Memorandum

Date: March 5, 2018

From: Erik Lee

Re: Part-time Officer Wages

Mayor/Council Members,

I respectfully request that the Council approve the increase of the part-time officer wage from \$19.75/hour to \$22.00/hour. Part-time officers are typically full-time officers with other agencies and come here with all training provided by their departments.

Respectfully,



Erik Lee
Police Chief



Crosslake Fire Department **Date: February 2018**

B. 11.

Incidents

Description of Incident	Calls	YTD
3 - Rescue & Emergency Medical Services		
311 - Medical Assist - Assist EMS Crew	20	40
300 - Rescue, EMS Incident	1	1
322 - Motor Vehicle Accident with Injuries		
324 - Motor Vehicle Accident with No Injuries		
340 - Search for Lost Person		
362 - Ice Rescue		
326 - Snowmobile Accident With Injuries		
Total:	21	41
1 - Fire		
111 - Building Fire		
111 - Building Fire (Mutual Aid)		
114 - Chimney Fire		
112/118/113 - Fire Other		
143 - Grass Fire/Wildland Fire		
131 - Automobile Fire		1
Total:	0	1
4 - Hazardous Condition (No Fire)		
411 - Gasoline or other Flammable Liquid Spill		
412 - Gas Leak (Natural Gas or LPG)	1	2
444 - Power Line Down/Trees on Road		
Total Hazardous Condition:	1	2
5 - Service Call		
571 - Cover Assignment, Standby		
561 - Unauthorized Burning		
Total:	0	0
6 - Good Intent Call		
611 - Dispatched and Cancelled en route		
600 - Good Intent Call		
609 - Smoke scare, Odor of smoke		
Total:	0	0
7 - False Alarm & False Call		
743 - Smoke Detector Activation - No Fire		
746 - Carbon Monoxide Detector Activation - No CO	1	1
731 - Sprinkler Activation due to Malfunction		
Total:	1	1
8 - Severe Weather & Natural Disaster		
814 - Lightning Strike (No Fire)		
Total:		
Total Incidents:	23	45

B. 12.

MEMO TO: City Council

FROM: City Clerk

DATE: February 21, 2018

SUBJECT: 2018-2019 FIRE SERVICE CONTRACTS

The City of Manhattan Beach and the Township of Fairfield contract with the City of Crosslake for fire services. These contracts are reviewed and approved by the City Council each year and forwarded to the respective City and Township for renewal by April 1st. The cost of the contract is based on a percent of tax capacity for that portion of the City or Township covered by Crosslake. In addition, for each fire call responded to by the Crosslake Fire Department, a charge of \$350.00 for the first hour and \$300.00 for each additional hour is billed to the City or Township. The amount is payable upon execution of the agreement between both municipalities.

A motion is required to renew these contracts for the period of April 1, 2018 through March 31, 2019 for the two municipalities. (Council Action-Motion)

<u>Municipality</u>	<u>Tax Capacity</u>	<u>% of Tax Capacity</u>	<u>Amount</u>
Manhattan Beach	\$291,672	3.5%	\$10,208.52
Fairfield Township (Sections 6, 7, 8, 9, 16, 17, 18, 19, 20, 21, 28, 29, 30, 31, 32 and 33)	\$538,492	3.5%	\$18,847.22

Attachments

Deputy Clerk/Fire/Council Memo for Contracts

Memo

To: FIRE DISTRICTS
From: Melonie Flaws, Crow Wing County Land Services
Date: 2/21/2018

Enclosed are your 2018 fire district tax capacities, land values and building values. Please feel free to call if you have questions concerning any of the information provided.

Thank you.

Melonie Flaws
Crow Wing County Land Services
218-824-1302

CROSSLAKE FIRE DISTRICTS	FINAL PAYABLE 2018 2017 Assessment, Taxes Payable 2018		
	Total Tax Capacity	***** Market Value Land	***** Building
City of Crosslake (All)	12,730,727	693,468,708	498,910,470
Fairfield Township (part) All of Sec 6-9; 16-21; & 28-33 (VALBYSEC)	538,492	31,674,034	22,921,404
City of Manhattan Beach (All)	291,672	16,657,814	9,646,418

CITY OF CROSSLAKE

2018 / 2019 FIRE CONTRACT

This contract is made and entered into this 1st day of April, 2018 ("Anniversary Date") between the City of Crosslake, Crow Wing County, Minnesota, 37028 County Road 66, Crosslake, MN 56442, a public corporation ("Crosslake"), and the Township of Fairfield, Crow Wing County, Minnesota, 33108 Dangers Road, Crosby, MN 56441, a public corporation ("Fairfield Township").

In consideration of the mutual promises and agreements hereinafter set forth the parties do hereby agree as follows:

1. **Fire Service.** Fairfield Township agrees to purchase from Crosslake, and Crosslake agrees to provide Fairfield Township, the following fire services:

- Structural Firefighting

 - External Structural Firefighting

 - Interior Structural Firefighting

- Grass Firefighting

- General Firefighting

 - Vehicles & Equipment

 - Carbon Monoxide Calls

 - Other Non-Structural Firefighting

- Rescue

 - Vehicle & Equipment Extrication

 - General Search & Rescue

 - Confined Space Rescue

 - Water Rescue

- Emergency Medical Services

 - Fire Scenes

 - Rescue Scenes

- General Medicals – Level of Emergency Medical Response

 - First Responder

- Hazardous Materials Response – Level of Hazardous Materials Response

 - First Responder, Awareness

- Disaster Response

- Mutual Aid

The services indicated above are further explained, or limited, as follows:

- a. **Allocation of Resources.** The parties understand the fire department officer in charge of the particular scene shall exercise judgment to determine, in consideration of all the established policies, guidelines, procedures, and practices, how best to allocate the available resources of the fire department under the circumstances of a given situation. Failure to provide fire services because of poor weather conditions or other conditions beyond the control of Crosslake shall not be deemed a breach of this contract.
 - b. **No Guarantee.** The parties understand and agree Crosslake will endeavor to provide the services indicated above to the best of its ability given the circumstances, but Crosslake makes no guarantees that the services it actually provides in a given situation will meet any particular criteria or standard.
 - c. **Mutual Aid.** The City of Crosslake has a mutual aid agreement with Cuyuna Range Fire Departments. In the event another Cuyuna Range Fire Department is called by Crosslake Fire Department, Fairfield Township shall not be responsible for any third party claims that arise as a result of the mutual aid rendered by said Cuyuna Range Fire Department.
2. **Payment.** Fairfield Township agrees to pay Crosslake annually during the term of this contract the payment amount according to the following formula:
- a. 3 ½% of current years Tax Capacity calculated by Crow Wing County. 3 ½% of Tax Capacity of \$538,492 equals \$18,847.22.
 - b. Eighteen Thousand Eight Hundred Forty Seven and 22/100th Dollars (\$18,847.22) Annual Payment for the contract year, April 1, 2018 through March 31, 2019 ("Annual Payment"). Said annual payment is due, in full, on or before April 1, 2018.
 - c. Three Hundred Fifty and 00/100th Dollars (\$350.00) for the first hour or any portion thereof that Crosslake Fire Department spends responding to a fire call; and Three Hundred and 00/100th Dollars (\$300.00) for each additional hour or fraction thereof.
 - d. One Hundred and 00/100th Dollars (\$100.00) per gallon for firefighting foam used in fighting a fire. The decision to use firefighting foam is solely the responsibility of the Crosslake Fire Department's Fire Chief or officer in charge of the fire incident.
 - e. Within 45 days after the fire incident Crosslake shall submit a written invoice (claim) to the owner of the property that received the service with a demand for payment; with instructions to remit the amount due to Fairfield Township. A

duplicate copy of said claim shall be sent to Fairfield Township with payment in full due from Fairfield Township 120 days from the date of the claim.

3. **Annual Meeting of Parties.** Fairfield Township shall have the right to request a meeting with Crosslake Fire Department and City staff to discuss contract and service issues. Fairfield Township reserves the right to appear before the Crosslake City Council to discuss any issues unresolved by Crosslake Fire Department or City staff.
4. **Emergency Service Charge.** Fairfield Township, in its sole discretion, may exercise its authority to impose and collect an emergency service charge on those receiving emergency services, including fire services, within Fairfield Township. Crosslake shall have no right to, or interest in, any service fees collected by Fairfield Township. If Fairfield Township imposes an emergency service charge it shall provide Crosslake a list of the specific types of information it determines it needs collected in order to successfully impose and collect the charge. Crosslake shall make a good faith effort to collect the requested information for each service call to the Service Territory and promptly provide Fairfield Township with the information it collected.
5. **Service Territory.** Crosslake shall provide fire services as indicated in this contract to the area in Fairfield Township described below and/or as indicated on a map which is attached hereto and made part of this contract. The identified area shall constitute the Fairfield Township Service Territory including Sections 6, 7, 8, 9, 16, 17, 18, 19, 20, 21, 28, 29, 30, 31, 32, and 33 for the purposes of this contract. See attached Exhibit "B".

The municipal boundaries of specific sections of Fairfield Township as shown in the public record.

6. **Term.** This contract shall commence on the effective date indicated above and shall expire at 11:59 P.M. March 31, 2019 unless terminated earlier as provided herein.
7. **Ownership.** Crosslake owns the buildings and equipment associated with the Fire Department and the amounts paid by Fairfield Township do not give rise to any ownership interest in, or responsibility toward, those items unless a specific ownership interest is indicated below: NONE
8. **Crosslake Responsibilities.** In addition to any other obligations described herein, Crosslake shall:
 - a. Authorize and direct the Crosslake Fire Department to provide the fire services described herein to Fairfield Township's Service Territory of which specific sections are identified;
 - b. Develop a detailed annual operational budget for the fire department for each year during the term of this contract by the Anniversary Date and present it to Fairfield

Township along with sufficient information to explain the items included in the budget figures;

- c. Upon Fairfield Township's request, provide Fairfield Township access to financial and cost data related to the fire department for five years prior to the current service year;
 - d. Disclose to Fairfield Township any proposed action Crosslake or the fire department intends to take that can reasonably be expected to affect the Insurance Services Office Fire Protection Grade in the Service Territory or Crosslake's ability to provide the fire services indicated above; and
 - e. Promptly disclose to Fairfield Township any information Crosslake can reasonably anticipate will directly affect its ability to perform its obligations under this contract.
9. **Fairfield Township's Responsibilities.** In addition to any other obligations described herein, Fairfield Township shall:
- a. Promptly pay Crosslake the payment amount as indicated above for the year of service, or a prorated share of the payment amount for the length of service actually provided if the contract is terminated early;
 - b. Approve a budget during the term of the contract that will provide funds needed to pay the payment amount; and
 - c. Promptly disclose to Crosslake any information Fairfield Township can reasonably anticipate will directly affect its ability to perform its obligations under this contract.

It is understood and agreed Fairfield Township shall have no responsibility whatsoever toward the firefighters or other emergency personnel including any employment related issues such as training, supervision, performance reviews, discipline, compensation, benefits, insurance coverage, compliance with any employment related federal, state, and local laws and rules such as OSHA, ERISA, RLSA, FMLA, or any other employment related issues, and Crosslake shall indemnify Fairfield Township from any such claims. It is further agreed Fairfield Township has no responsibility, beyond paying the agreed upon payment amount, for acquiring, operating, maintaining, housing, or replacing equipment as needed to provide the fire services described herein.

10. **Insurance Requirements.** Crosslake shall maintain general liability insurance for its services and shall include Fairfield Township as an additional insured for the term of this contract and any extensions thereof. Crosslake shall provide Fairfield Township proof of such insurance coverage and the additional insured endorsement naming the Township of Fairfield annually by the anniversary date of this contract.

11. **Indemnification.** Crosslake agrees to defend and indemnify Fairfield Township against any claims brought or actions filed against Fairfield Township or any officer, employee, or volunteer of Fairfield Township for injury to, death of, or damage to the property of any third person or persons, arising from Crosslake's performance under this contract for services. Under no circumstances, however, shall Crosslake be required to pay on behalf of itself and Fairfield Township, any amounts in excess of the limits on liability established in Minnesota Statutes Chapter 466 applicable to any one party. The limits of liability for Fairfield Township and Crosslake may not be added together to determine the maximum amount of liability for Crosslake. The intent of this subdivision is to impose on Crosslake a limited duty to defend and indemnify Fairfield Township for claims arising out of the performance of this contract subject to the limits of liability under Minnesota Statutes Chapter 466. The purpose of creating this duty to defend and indemnify is to simplify the defense of claims by eliminating conflicts between the parties and to permit liability claims against both parties from a single occurrence to be defended by a single attorney.
12. **No Waiver.** Nothing herein shall be construed to waive or limit any immunity from, or limitation on, liability available to either party, whether set forth in Minnesota Statutes Chapter 466 or otherwise.
13. **Modification.** This writing contains the entire agreement between the parties and no alterations, variations, modifications, or waivers of the provisions of this agreement are valid unless reduced to writing, signed by both Crosslake and Fairfield Township, and attached hereto.
14. **Subcontracting & Assignment.** Crosslake shall not subcontract or assign any portion of this contract to another without prior written permission from Fairfield Township. Services provided to Fairfield Township pursuant to a mutual aid agreement Crosslake has, or may enter into, with another entity does not constitute a subcontract or assignment requiring prior approval of Fairfield Township so long as Crosslake remains primarily responsible for providing the services to Fairfield Township's Service Territory.
15. **Termination.** This contract may be terminated at any time during its term by mutual agreement of the parties. Either party may terminate this agreement by personally serving a 120 day written notice of termination on the other party. This agreement shall terminate 120 days from the date of personal service of the written termination notice unless the party serving the notice withdraws the notice in writing before it is effective. If Fairfield Township fails to pay for the service according to the schedule established herein, this contract shall be null and void without further notice. Notice to Crosslake shall be served on the Crosslake City Clerk, and notice to Fairfield Township shall be served on the Clerk of Fairfield Township.

16. **Service Contract.** This is a service contract. The parties do not intend to undertake or create, and nothing herein shall be construed as creating a joint powers agreement, joint venture, or joint enterprise between the parties.
17. **Arbitration.** All claims or disputes between the parties arising out of, or relating to the Contract or the breach thereof shall be finally decided by arbitration in accordance with the rules of the American Arbitration Association, unless the parties mutually agree in writing otherwise. Written notice of the demand for arbitration shall be personally delivered to the other party and shall be made no longer than (90) days after the facts giving rise to the dispute have been discovered by the party requesting arbitration. The Arbitrator shall apply the laws of the State of Minnesota.
18. **Minnesota Law Governs.** This contract shall be governed by and construed in accordance with the internal laws of the State of Minnesota. All proceedings related to this contract shall be venued in the State of Minnesota.
19. **Severability.** The provisions of this contract shall be deemed severable. If any part of this contract is rendered void, invalid or otherwise unenforceable, such rendering shall not affect the validity and enforceability of the remainder of this contract.

IN WITNESS WHEREOF, the parties have executed this contract effective on the date indicated above.

CITY OF CROSSLAKE

TOWNSHIP OF FAIRFIELD

By its Mayor:

By its Chair:

Signature

Signature

Print Name

Print Name

Date

Date

City Administrator

Clerk

Fire Chief

CITY OF CROSSLAKE

2018 / 2019 FIRE CONTRACT

This contract is made and entered into this 1st day of April, 2018 ("Anniversary Date") between the City of Crosslake, Crow Wing County, Minnesota, 37028 County Road 66, Crosslake, MN 56442, a public corporation ("Crosslake"), and the City of Manhattan Beach, Crow Wing County, Minnesota, 39148 County Road 66, Manhattan Beach, MN 56442, a public corporation ("Manhattan Beach").

In consideration of the mutual promises and agreements hereinafter set forth the parties do hereby agree as follows:

1. **Fire Service.** Manhattan Beach agrees to purchase from Crosslake, and Crosslake agrees to provide Manhattan Beach, the following fire services:

Structural Firefighting

External Structural Firefighting

Interior Structural Firefighting

Grass Firefighting

General Firefighting

Vehicles & Equipment

Carbon Monoxide Calls

Other Non-Structural Firefighting

Rescue

Vehicle & Equipment Extrication

General Search & Rescue

Confined Space Rescue

Water Rescue

Emergency Medical Services

Fire Scenes

Rescue Scenes

General Medicals – Level of Emergency Medical Response

First Responder

Hazardous Materials Response – Level of Hazardous Materials Response

First Responder, Awareness

Disaster Response

Mutual Aid

The services indicated above are further explained, or limited, as follows:

- a. **Allocation of Resources.** The parties understand the fire department officer in charge of the particular scene shall exercise judgment to determine, in consideration of all the established policies, guidelines, procedures, and practices, how best to allocate the available resources of the fire department under the circumstances of a given situation. Failure to provide fire services because of poor weather conditions or other conditions beyond the control of Crosslake shall not be deemed a breach of this contract.
 - b. **No Guarantee.** The parties understand and agree Crosslake will endeavor to provide the services indicated above to the best of its ability given the circumstances, but Crosslake makes no guarantees that the services it actually provides in a given situation will meet any particular criteria or standard.
 - c. **Mutual Aid.** The City of Crosslake has a mutual aid agreement with Cuyuna Range Fire Departments. In the event another Cuyuna Range Fire Department is called by Crosslake Fire Department, Manhattan Beach shall not be responsible for any third parties claims that arise as a result of the mutual aid rendered by said Cuyuna Range Fire Department.
2. **Payment.** Manhattan Beach agrees to pay Crosslake annually during the term of this contract the payment amount according to the following formula:
- a. 3 ½% of current years Tax Capacity calculated by Crow Wing County. 3 ½% of Tax Capacity of \$291,672 equals \$10,208.52.
 - b. Ten Thousand Two Hundred Eight and 52/100th Dollars (\$10,208.52) Annual Payment for the contract year, April 1, 2018 through March 31, 2019 ("Annual Payment"). Said annual payment is due, in full, on or before April 1, 2018.
 - c. Three Hundred Fifty and 00/100th Dollars (\$350.00) for the first hour or any portion thereof that Crosslake Fire Department spends responding to a fire call; and Three Hundred and 00/100th Dollars (\$300.00) for each additional hour or fraction thereof.
 - d. One Hundred and 00/100th Dollars (\$100.00) per gallon for firefighting foam used in fighting a fire. The decision to use firefighting foam is solely the responsibility of the Crosslake Fire Department's Fire Chief or officer in charge of the fire incident.
 - e. Within 45 days after the fire incident Crosslake shall submit a written invoice (claim) to the owner of the property that received the service with a demand for payment; with instructions to remit the amount due to Manhattan Beach. A

duplicate copy of said claim shall be sent to Manhattan Beach with payment in full due from Manhattan Beach to Crosslake 120 days from the date of the claim.

3. **Annual Meeting of Parties.** Manhattan Beach shall have the right to request a meeting with Crosslake Fire Department and City staff to discuss contract and service issues. Manhattan Beach reserves the right to appear before the Crosslake City Council to discuss any issues unresolved by Crosslake Fire Department or City staff.
4. **Emergency Service Charge.** Manhattan Beach, in its sole discretion, may exercise its authority to impose and collect an emergency service charge on those receiving emergency services, including fire services, within Manhattan Beach. Crosslake shall have no right to, or interest in, any service fees collected by Manhattan Beach. If Manhattan Beach imposes an emergency service charge it shall provide Crosslake a list of the specific types of information it determines it needs collected in order to successfully impose and collect the charge. Crosslake shall make a good faith effort to collect the requested information for each service call to the Service Territory and promptly provide Manhattan Beach with the information it collected.
5. **Service Territory.** Crosslake shall provide fire services as indicated in this contract to the area in Manhattan Beach described below and/or as indicated on a map which is attached hereto and made part of this contract. The identified area shall constitute Manhattan Beach's Service Territory for the purposes of this contract.

The municipal boundaries of the City of Manhattan Beach as shown in the public record.

6. **Term.** This contract shall commence on the effective date indicated above and shall expire at 11:59 P.M. March 31, 2019 unless terminated earlier as provided herein.
7. **Ownership.** Crosslake owns the buildings and equipment associated with the Fire Department and the amounts paid by Manhattan Beach do not give rise to any ownership interest in, or responsibility toward, those items unless a specific ownership interest is indicated below: NONE
8. **Crosslake Responsibilities.** In addition to any other obligations described herein, Crosslake shall:
 - a. Authorize and direct the Crosslake Fire Department to provide the fire services described herein to Manhattan Beach's Service Territory;
 - b. Develop a detailed annual operational budget for the fire department for each year during the term of this contract by the Anniversary Date and present it to Manhattan Beach along with sufficient information to explain the items included in the budget figures;

- c. Upon Manhattan Beach's request, provide Manhattan Beach access to financial and cost data related to the fire department for five years prior to the current service year;
- d. Disclose to Manhattan Beach any proposed action Crosslake or the Fire Department intends to take that can reasonably be expected to affect the Insurance Services Office Fire Protection Grade in the Service Territory or Crosslake's ability to provide the fire services indicated above; and
- e. Promptly disclose to Manhattan Beach any information Crosslake can reasonably anticipate will directly affect its ability to perform its obligations under this contract.

9. **Manhattan Beach's Responsibilities.** In addition to any other obligations described herein, Manhattan Beach shall:

- a. Promptly pay Crosslake the payment amount as indicated above for the year of service, or a prorated share of the payment amount for the length of service actually provided if the contract is terminated early;
- b. Approve a budget during the term of the contract that will provide funds needed to pay the payment amount; and
- c. Promptly disclose to Crosslake any information Manhattan Beach can reasonably anticipate will directly affect its ability to perform its obligations under this contract.

It is understood and agreed Manhattan Beach shall have no responsibility whatsoever toward the firefighters or other emergency personnel including any employment related issues such as training, supervision, performance reviews, discipline, compensation, benefits, insurance coverage, compliance with any employment related federal, state, and local laws and rules such as OSHA, ERISA, RLISA, FMLA, or any other employment related issues, and Crosslake shall indemnify Manhattan Beach from any such claims. It is further agreed Manhattan Beach has no responsibility, beyond paying the agreed upon payment amount, for acquiring, operating, maintaining, housing, or replacing equipment as needed to provide the fire services described herein.

10. **Insurance Requirements.** Crosslake shall maintain general liability insurance for its services and shall include Manhattan Beach as an additional insured for the term of this contract and any extensions thereof. Crosslake shall provide Manhattan Beach proof of such insurance coverage and the additional insured endorsement naming the Manhattan Beach annually by the anniversary date of this contract.

11. **Indemnification.** Crosslake agrees to defend and indemnify Manhattan Beach against any claims brought or actions filed against Manhattan Beach or any officer,

employee, or volunteer of Manhattan Beach for injury to, death of, or damage to the property of any third person or persons, arising from Crosslake's performance under this contract for services. Under no circumstances, however, shall Crosslake be required to pay on behalf of itself and Manhattan Beach, any amounts in excess of the limits on liability established in Minnesota Statutes Chapter 466 applicable to any one party. The limits of liability for Manhattan Beach and Crosslake may not be added together to determine the maximum amount of liability for Crosslake. The intent of this subdivision is to impose on Crosslake a limited duty to defend and indemnify Manhattan Beach for claims arising out of the performance of this contract subject to the limits of liability under Minnesota Statutes Chapter 466. The purpose of creating this duty to defend and indemnify is to simplify the defense of claims by eliminating conflicts between the parties and to permit liability claims against both parties from a single occurrence to be defended by a single attorney.

12. **No Waiver.** Nothing herein shall be construed to waive or limit any immunity from, or limitation on, liability available to either party, whether set forth in Minnesota Statutes Chapter 466 or otherwise.
13. **Modification.** This writing contains the entire agreement between the parties and no alterations, variations, modifications, or waivers of the provisions of this agreement are valid unless reduced to writing, signed by both Crosslake and Manhattan Beach, and attached hereto.
14. **Subcontracting & Assignment.** Crosslake shall not subcontract or assign any portion of this contract to another without prior written permission from Manhattan Beach. Services provided to Manhattan Beach pursuant to a mutual aid agreement Crosslake has, or may enter into, with another entity does not constitute a subcontract or assignment requiring prior approval of Manhattan Beach so long as Crosslake remains primarily responsible for providing for services to Manhattan Beach's Service Territory.
15. **Termination.** This contract may be terminated at any time during its term by mutual agreement of the parties. Either party may terminate this agreement by personally serving a 120 day written notice of termination on the other party. This agreement shall terminate 120 days from the date of personal service of the written termination notice unless the party serving the notice withdraws the notice in writing before it is effective. If Manhattan Beach fails to pay for the service according to the schedule established herein, this contract shall be null and void without further notice. Notice to Crosslake shall be served on the Crosslake City Clerk, and notice to Manhattan Beach shall be served on the Manhattan Beach Clerk.
16. **Service Contract.** This is a service contract. The parties do not intend to undertake or create, and nothing herein shall be construed as creating a joint powers agreement, joint venture, or joint enterprise between the parties.

17. **Arbitration.** All claims or disputes between the parties arising out of, or relating to the Contract or the breach thereof shall be finally decided by arbitration in accordance with the rules of the American Arbitration Association, unless the parties mutually agree in writing otherwise. Written notice of the demand for arbitration shall be personally delivered to the other party and shall be made no longer than (90) days after the facts giving rise to the dispute have been discovered by the party requesting arbitration. The Arbitrator shall apply the laws of the State of Minnesota.
18. **Minnesota Law Governs.** This contract shall be governed by and construed in accordance with the internal laws of the State of Minnesota. All proceedings related to this contract shall be venued in the State of Minnesota.
19. **Severability.** The provisions of this contract shall be deemed severable. If any part of this contract is rendered void, invalid or otherwise unenforceable, such rendering shall not affect the validity and enforceability of the remainder of this contract.

IN WITNESS WHEREOF, the parties have executed this contract effective on the date indicated above.

CITY OF CROSSLAKE

By its Mayor:

Signature

Print Name

Date

City Administrator

Fire Chief

CITY OF MANHATTAN BEACH

By its Mayor:

Signature

Print Name

Date

Clerk

**NORTH AMBULANCE
CROSSLAKE**

FEBRUARY 2018 RUN REPORT

TOTAL CALLOUTS: **45**

NIGHT: 15 DAY: 30

No Loads: 05
Cancels: 06
Fire Standbys: 00
Police Standbys: 00
Transported Patients: 34

CROSSLAKE: 31 (2 No Load, 4 Cancel)
BREEZY POINT: 02 (1 No Load)
IDEAL: 00
MISSION: 00
FIFTY LAKES: 00
MANHATTAN BEACH: 00
CENTER: 00
TIMOTHY: 00

MUTUAL AID TO:

PINE RIVER: 06 (2 No Load, 1 Cancel)
BRAINERD: 06 (1 Cancel)

BLS TRANSFERS: 00
ALS TRANSFERS: 00

ALS INTERCEPTS (ADVANCED LIFE SUPPORT):

BRAINERD: 00
PINE RIVER: 00
AIRCARE: 00

B. 14.

MONTHLY PLANNING & ZONING STATISTICS - CROSSLAKE

PERMITS	February-2018	Year-to-Date 2018	February-2017	Year-to-Date 2017
New Construction (Dwellings)	0	0	0	1
Septic - New	0	0	0	1
Septic Upgrades	0	1	0	0
Porch / Deck	1	2	1	1
Additions	0	1	1	2
Landscape Alterations	1	2	1	2
Access. Structures	0	0	1	1
Demo/Move	1	0	0	0
Signs	1	0	1	1
Fences	0	0	0	0
E911 Addresses Assigned	0	1	1	2
Total Permits Issued	4	7	6	11

ENFORCEMENT / COMPLAINTS	Year-to-Date 2018	Year-to-Date Closed	Year-to-Date Open	Year-to-Date % Closed
Enforcement	0	1	0	100%

Complaint from 2017

CUSTOMER SERVICE STATISTICS	February-2018	Year-to-Date 2018	February-2017	Year-to-Date 2017
Counter Visits	26	48	56	92
Phone Calls	57	108	76	172
Email	21	48	27	47
Total	104	204	159	311

Call For Service	2	3	0	2
Shoreland Rapid Assessment Completed (Buffer)	1	1	0	0
Stormwater Plans Submitted	1	1	0	0
Site Visits	3	6	7	16

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	2	0	3	0
Passing Septic Compliance Percentage		100%		100.0%

PUBLIC HEARINGS	February-2018	Year-to-Date 2018	February-2017	Year-to-Date 2017
DRT	4	4	3	4
Variance	1	1	2	3
CUP/IUP	0	1	0	0
Land Use Map	0	0	0	0
Subdivisions (Metes & Bounds; Preliminary; Final)	0	0	0	0
Consolidations/Lot Line Adjustments	1	1	0	0



B. 15.

STATED MINUTES

City of Crosslake Planning Commission/Board of Adjustment

January 26, 2018
9:00 A.M.

Crosslake City Hall
37028 County Road 66
Crosslake, MN 56442

1. Present: Chair Aaron Herzog; Vice-Chair Mark Wessels; Joel Knippel; Alternate Mark Lindner; Alternate Bill Schiltz; and Council Member Dave Nevin
2. Absent: Mark LaFon & Matt Kuker
3. Staff: Paul Herkenhoff, Environmental Services Manager; Jon Kolstad, Crosslake Land Services Specialist and Cheryl Stuckmayer, Customer Service Specialist
4. 12-22-17 Minutes & Findings – **Motion by Knippel; supported by Wessels to approve the minutes & findings as written. All members voting “Aye”, Motion carried.**
5. Old Business
 - 5.1 None
6. New Business
 - 6.1 Julie A Larson Living Trust – Conditional Use Permit for up to 800 cubic yards of dirt moving in the rear lot zone
7. Other Business
 - 7.1 Staff Report
8. Open Forum
9. Adjournment

**Julie A Larson Living Trust
120171202GB0009, 120171202GZ0009**

Herzog invited Larson, the spouse's applicant/owner to the podium and asked Kolstad to proceed with the facts of the variance. Kolstad read the variance request, project details, no comments received, history of the parcel and presented the January 25, 2018 on-site picture. Kolstad also stated that the Development Review Team meeting (DRT) and certificate of survey was waived for this applicant, due to the applicant's knowledge from past public hearing requests on this parcel and the certificate of survey on file. Larson explained the current landscaping and outlined the steps and materials he was planning on using to accomplish a natural looking berm with the current land contours. Kolstad stated per the January 25, 2108 on-site question; that there is no limit on the height of a berm in the ordinance. Herzog stated that the finish look should not change the visual look from the road much, with Schiltz agreeing to a good cosmetic look from the public view point. Herzog asked if any of the commissioners had additional questions, but none were forthcoming. Herzog opened the public hearing with no one in attendance to respond, 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.

January 26, 2018 Action:

Motion by Wessels; supported by Lindner to approve the Conditional Use Permit for:

- Up to 800 cubic yards of dirt moving in the rear lot zone

Per the findings of fact as discussed, the on-sites conducted on 1-25-18 and as shown on the certificate of survey received at the Planning & Zoning office dated 10-5-15 for property located at 13244 County Rd 16, Crosslake, MN 56442

Conditions:

1. None

Findings: See attached

All members voting "Aye", Motion carried.

Other Business:

1. Staff report
 - a. Monthly city council report along with year-end details explained
 - b. Development Review Team (DRT) had no January monthly meetings
 - c. Development Review Team (DRT) February monthly meeting for an 86 unit senior living facility
 - d. 2018 Crosslake meeting calendar for November's City Council meeting was approved for 11-13-18
 - e. Comprehensive plan schedule update and possible changes to the ordinance to keep it in line with the comprehensive plan
 - f. February PC/BOA reminders
 - i. 2018 Election of Officers
 - ii. Adoption of 2018 Rules of Business
 - iii. One February variance application for Moonlite Bay
 - iv.

Open Forum:

1. None

Matters not on the Agenda:

1. There were no matters not on the agenda

Motion by Knippel; supported by Schiltz to adjourn at 9:33 A.M.

All members voting "Aye", Motion carried.

Respectfully yours,

Cheryl Stuckmayer

Cheryl Stuckmayer
Customer Service Specialist

B.16.

CITY OF CROSSLAKE
PUBLIC WORKS COMMISSION
MEETING MINUTES
MONDAY, DECEMBER 4, 2017
4:00 P.M. – CITY HALL

Pursuant to due notice and call the Public Works Commission held its regular monthly meeting on Monday, December 4, 2017 in City Hall. The meeting was called to order at 4:00 P.M. by Chairman Darrell Shannon with the following members present: Darrell Shannon, John Pribyl, Doug Vierzba, Dale Melberg, and Tim Berg. Also in attendance were City Administrator/Treasurer Mike Lyonais, Council Liaison Dave Schrupp, Council Member Dave Nevin, Public Works Director Ted Strand, Alternate Mic Tchida and Engineers Mike Rardin and Dave Reese.

A MOTION WAS MADE BY DALE MELBERG, SECONDED BY DOUG VIERZBA TO APPROVE THE OCTOBER 2, 2017 MEETING MINUTES. AYES: ALL.

Darrell Shannon announced that his term ends January 31, 2018 and suggested that a new chairman and vice chairman be appointed. A MOTION WAS MADE BY JOHN PRIBYL AND SECONDED BY DALE MELBERG TO APPOINT DOUG VIERZBA AS PUBLIC WORKS COMMISSION CHAIRMAN. MOTION CARRIED WITH ALL AYES.

A MOTION WAS MADE BY DARRELL SHANNON, SECONDED BY TIM BERG TO APPOINT JOHN PRIBYL AS PUBLIC WORKS COMMISSION VICE CHAIRMAN. MOTION CARRIED WITH ALL AYES.

Ted Strand gave an update on the Wastewater Improvement Project and the status of construction. A MOTION WAS MADE BY DOUG VIERZBA AND SECONDED BY DALE MELBERG TO RECOMMEND THAT COUNCIL APPROVE PAY REQUEST NO. 3 IN THE AMOUNT OF \$142,974.05 TO EAGLE CONSTRUCTION FOR WWTF IMPROVEMENTS. MOTION CARRIED WITH ALL AYES.

Dave Reese reported that the 2017 Road Improvements are complete except for establishment of turf which will be done in the spring. The 2018 Road Improvements are in design phase. WSN wants to hold an Open House for residents to ask questions or voice concerns. A written notice will be mailed to the abutting property owners, stating the date and time of the Open House. A MOTION WAS MADE BY TIM BERG, SECONDED BY JOHN PRIBYL TO HOLD AN OPEN HOUSE FOR THE 2018 ROAD IMPROVEMENT PROJECTS ON WEDNESDAY, JANUARY 4, 2018 AT 4:00 P.M. MOTION CARRIED WITH ALL AYES.

Ted Strand gave a brief update on the Salt/Sand Building which has structural issues. Staff is monitoring the building at this time to see if the wall moves any further to the north.

Ted Strand reported that staff is interested in purchasing a work order system so that daily, monthly and annual tasks are scheduled and completed in a timely manner. Currently the “to do”

list is stored in Ted's head and many jobs get forgotten or delayed. Tim Berg suggested using the software program called "Workforce."

Ted Strand stated that Staff wants the City to consider using the existing GIS system for road maintenance and general information such as location of right of ways, sewer lines, culverts and signs. WSN met with staff and proposed using their existing road inventory to create a road layer for the GIS system that all departments could use. The estimate for this project is \$14,900. The City would own the layer and would be able to manipulate it as needed. Mike Rardin stated he has asked for WSN's road inventory so that Bolton & Menk could create a spreadsheet for road maintenance. Mr. Rardin questioned why there would be a cost from WSN to create this road layer since WSN already has the necessary information. Bolton & Menk would not charge the City to create a road layer. Tim Berg asked to see an example of each engineer's program because he did not think they were comparing apples to apples. Mic Tchida suggested that a committee be formed to work with both engineers so that a recommendation could be made as to which system to use. Jon Kolstad explained how the County road system works. Dave Reese gave a brief history of City road updates and explained the scope of the project that was submitted to the City. Tim Berg stated that the City should take their time to research these plans because it could be a great tool for staff to use. The Commission set a date for WSN and Bolton & Menk to present road maintenance GIS programs on February 15, 2018 at 4:00 P.M.

The Commission cancelled the regular January meeting which falls on 1-1-18.

Tim Berg suggested that the radar speed limit sign across from Dairy Queen be moved to high congestion areas and asked that the timing of the flashing numbers be changed. Ted Strand stated that the signs are mobile and that the Police Chief is in charge of placement and programming.

Mike Rardin gave a brief update on the condemnation of Perkins Road.

John Pribyl stated that the Commission received a letter from a resident complaining about the sewer rate increase. Ted Strand stated that the letter has been given to the Mayor for response.

All Commission members thanked Darrell Shannon for his service to the City as this would be his last commission meeting.

Darrell Shannon adjourned the meeting at 5:13 P.M.



Charlene Nelson
City Clerk



Public Works Meeting Notes

Feb 5, 2018

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

Others Present: Dave Schrupp, Ted Strand

Members not present: John Pribyl

Visitors: Dave Reese (WSN), Mike Rardin (BM), Dave Nevin (Council), Mike Lyonais

1. **Call to order** - Meeting was called to order at 4:00 pm.
2. **Approval of January 2018 Meeting Minutes.** Not approved as minutes were misplaced. To be reviewed in March.
3. **2018 Road Project Update**
 - a. **Request from resident to keep existing Stainless Steel Break away style mailbox assembly** – Ted explained the residents request to the commission. Commission found no issues with allowing the request.
 - b. **Review estimate from CW County to construct water retention pond at the intersection of CR 66 and Manhattan Pt. Blvd.** The county and the city have hired WSN to address a design for a storm water plan in the area stated above. The goal of the plan is to be able to divert storm water runoff from the area highways directly into retention ponds that will be constructed in the area ROW. Dave Reese explained the design concepts completed to date. Primary and secondary ponds may be utilized. An alternative runoff design is also being considered similar to the system the county installed north of this location on Co rd 66 last year. Such a system would involve a large underground pipe/container that would drop out sediment and allow runoff to continue through the system. Capital cost of this type of system is less than the prior plan but this design would require periodic maintenance. The costs of these designs could be in the area of \$500k and a cost sharing could be required based on the use (City/County) of the plan utilized.
 - c. **2018 Bid Document for road projects, approve for publishing-** Dave Reese indicated the plans and specifications are ready to be published for bid purposes and requested the commission make a recommendation to publish the documents so bids could be received. MOTION by Mic Tchida to publish, second by Melberg, all in favor. Motion Passed.
4. **Review request from Moonlite Bay Restaurant to Connect to City Sewer-** Ted received a request by the owners of Moonlite Bay to have the city extend the sewer system to Moonlite Bay Restaurant. Moonlite owners received a bid for \$185,000 to replace/rebuild their existing system with no guarantee it would last 10 years. Moonlite owners would apply the \$185,000 towards a possible connection to the city sewer system. Moonlite owners were planning on facility enhancements this fall and were looking to upgrading the septic at the same time. Commission discussion predicted that such a costly project (Sewer extension by the City) would not happen in the

[illegible]

1. 10" open trench gravity main - range of \$1,000,000 to \$1,100,000
2. 10" directional bore gravity main - \$600,000 to \$700,000
3. 4" directional bore forcemain - \$300,000 to \$400,000

[illegible]

[illegible]

7. **Adjourn-** Meeting adjourned 5:20 PM



B.17.

February 12, 2018

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

Re: Annual Bridge Inspections

Dear Char Nelson,

The annual bridge inspections for 2017 have been completed in accordance with Minnesota Statutes, Chapter 165. A bridge is defined as a drainage structure with a span of 10-feet or more; therefore, large culverts are considered bridges for inspection purposes as well as the more conventional bridge structures. A copy of the inspection report for bridges inspected in 2017 under your jurisdiction is enclosed. Please note that all bridges are not necessarily inspected each year. Depending on the type and condition of a structure the inspection frequency may be as high as a 48-month interval.

The key information to look at on the inspection report may be the comments made by the Inspector and any change in an element condition from years prior printed in red. On the structure inventory report, the "Sufficiency Rating" is of some interest, which is located in the upper right corner of the report.

Since bridges represent a considerable investment of taxpayer dollars, you are encouraged to seriously review each report as well as conduct an on-site review of your bridges to confirm existing conditions and take appropriate action. This office is available to provide advice as to maintenance procedures and answer any questions related to bridges. You may contact the following: Wayne Dosh, Senior Engineering Technician and Certified Bridge Inspector; Rob Hall, Assistant County Highway Engineer and Timothy Bray, County Highway Engineer.

Sincerely,

Timothy Bray P.E.
County Highway Engineer

By: 
Wayne Dosh Senior Engineering Technician

Timothy Bray
County Engineer
Highway Department
16589 County Road 142
Brainerd, MN 56401

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

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

**2017 ROUTINE
BRIDGE INSPECTION REPORT**



**BRIDGE # 18533
DREAM ISLAND RD over CHANNEL LITTLE PINE LK**

DISTRICT: District 3 **COUNTY:** Crow Wing **CITY/TOWNSHIP:** Cross Lake

STATE: Minnesota

Date of Inspection: 12/06/2017

Equipment Used:

Owner: State Highway Agency

Inspected By: Dosh, Wayne

Report Written By: Wayne Dosh
Report Reviewed By: Timothy Bray
Final Report Date: 01/29/2018

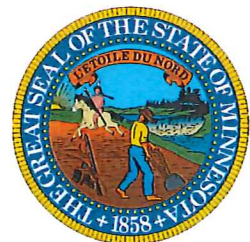


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Minnesota Structure Inventory Report

Bridge ID: 18533

DREAM ISLAND RD over CHANNEL LITTLE
PINE LK

Date: 12/06/2017

+ GENERAL +					
Agency Br. No.	CITY34	Crew			
District	03	Maint. Area			
County	018 - Crow Wing				
City	Cross Lake				
Township					
Desc. Loc.	1.7 MIE OF JCT CSAH 6				
Sect., Twp., Range	10 - 137N - 27W				
Latitude	46 ° 42 ' 01.12 "				
Longitude	-94 ° 04 ' 34.74 "				
Custodian	04 - City or Municipal Highway				
Owner	01 - State Highway Agency				
BMU Agreement					
Year Built	2017				
MN Year Reconstructed					
FHWA Year Reconstructed					
MN Temporary Status					
Bridge Plan Location	3 - COUNTY				
Date Opened to Traffic	11/13/2017				
On - Off System	0 - OFF				
Legislative District	04B				
Potential ABC	2 - N/A				
+ STRUCTURE +					
Service On	1 - Highway				
Service Under	5 - Waterway				
Main Span Type	5 - Prestress or Precast				
Main Span Design	01 - Beam Span				
Main Span Detail					
Appr. Span Type	Z - No Approach Span				
Appr. Span Design	ZZ - No Approach Span				
Appr. Span Detail					
Skew	0				
Culvert Type					
Barrel Length					
Cantilever ID					
Number of Spans MAIN: 1 APPR: 0 TOTAL: 1					
Main Span Length		46.0 ft.			
Structure Length		48.1 ft.			
Deck Width (Out-to-Out)		22.0 ft.			
Deck Material	1 - Concrete Cast-in-Place				
Wear Surf Type	1 - Monolithic Concrete				
Wear Surf Install Year	2017				
Wear Course/Fill Depth	0.00 ft.				
Deck Membrane	0 - None				
Deck Rebars	1 - Epoxy Coated Reinforcing				
Deck Rebars Install Year	2016				
Structure Area (Out-to-Out)	1060	sq. ft.			
Roadway Area (Curb-to-Curb)	963	sq. ft.			
Sidewalk Width	50A. Lt 0 ft. 50B. Rt 0 ft.				
Curb Height	Lt 0 ft. Rt 0 ft.				
Rail Type	Lt 55 Rt 55				
+ ROADWAY +					
Bridge Match ID (TIS)	0				
Roadway O/U Key	Route On Structure				
Route Sys	10 - MUN Number 24				
	Roadway Name or Description				
	DREAM ISLAND RD				
Level of Service	1 - MAINLINE				
Roadway Type	2 - 2-way traffic				
Control Section (TH Only)					
Reference Point	002+00.070				
Detour Length	99.0 mi.				
Lanes	ON 2 UNDER 0				
	ADT 49 YEAR 2016				
HCA DT	ADTT %				
Functional Class	09 - Rural - Local				
+ RDWY DIMENSIONS +					
If Divided	NB-EB SB-WB				
Roadway Width	20.0 ft. ft.				
Vertical Clearance	ft. ft.				
Max. Vert. Clear.	ft. ft.				
Horizontal Clear.	20.0 ft. ft.				
Lateral Clearance	ft. ft.				
Appr. Surface Width	20.0 ft.				
Bridge Roadway Width	20.0 ft.				
Median Width On Bridge	ft.				
+ MISC. BRIDGE DATA +					
Structure Flared	0 - No flare				
Parallel Structure	N - No parallel structure				
Field Conn. ID					
Abutment Foundation (Material/Type)	1 - CONG 8 - INTEGRAL				
Pier Foundation (Material/Type)	N - N/A N - N/A				
Historic Status	4 - Not determinable				
+ PAINT +					
Year Painted					
Unsound Paint %					
Painted Area	sq. ft.				
Primer Type					
Finish Type					
+ BRIDGE SIGNS +					
Posted Load	0 - Not Required				
Traffic	0 - Not Required				
Horizontal	0 - Not Required				
Vertical	N - Not Applicable				
+ INSPECTION +					
Userkey	58				
Structurally Deficient	N				
Functionally Obsolete	N				
Sufficiency Rating	93.6				
Routine Inspection Date	12/06/2017				
Routine Inspection Frequency	6				
Inspector Name	Dosh, Wayne				
Status	A - Open				
+ NBI CONDITION RATINGS +					
Deck	9 Unsound Deck %				
Superstructure	9				
Substructure	9				
Channel	8				
Culvert	N				
+ NBI APPRAISAL RATINGS +					
Structure Evaluation	9				
Deck Geometry	5				
Underclearances	N				
Waterway Adequacy	9				
Approach Alignment	6				
+ SAFETY FEATURES +					
Bridge Railing	N - NOT REQUIRED	</			

01/29/2018

County:	Crow Wing	Location:	1.7 MI E OF JCT CSAH 6	Length:	48.1 ft.
City:	Cross Lake	Route:	10 - MUN 24	Ref. Pt.:	002+00.070
Township:		Control Section:		Rdwy. Area/ Pct. Unsnd:	963 sq. ft. / %
Section: 10	Township: 137N	Range: 27W	Maint. Area:	Paint Area/ Pct. Unsnd:	sq. ft. / %
Span Type: 5 - Prestressed Concrete 2 -		Local Agency Bridge Nbr.:	CITY34	Culvert:	N/A
List:	Stringer/Multi-beam or Girder			Postings:	
NBI Deck: 9	Super: 9	Sub: 9	Chan: 8	Culv: N	
				Open, Posted, Closed:	A - Open
				MN Scour Code:	L - STBL - LOW RISK
Appraisal Ratings - Approach:	6	Waterway:	9	Unofficial Structurally Deficient	N
Required Bridge Signs - Load Posting:	0 - Not Required	Traffic:	0 - Not Required	Unofficial Functionally Obsolete	N
	Horizontal: 0 - Not Required	Vertical:	N - Not Applicable	Unofficial Sufficiency Rating	93.6

[illegible]

BRIDGE 18533 DREAM ISLAND RD OVER CHANNEL LITTLE PINE LK

ELEM NBR	ELEMENT NAME	REPORT TYPE	INSP. DATE	QUANTITY	QTY CS 1	QTY CS 2	QTY CS 3	QTY CS 4
892	Slopes & Slope Protection	Routine	12/06/2017	1 EA	1	0	0	0
		Routine	11/13/2017	1 EA	1	0	0	0
893	Guardrail	Routine	12/06/2017	1 EA	1	0	0	0
Notes: 12/06/17: Cable guardrail installed on both sides of the north approach only. Guardrail is not attached to the bridge.								
894	Deck & Approach Drainage	Routine	12/06/2017	1 EA	1	0	0	0
		Routine	11/13/2017	1 EA	1	0	0	0
900	Protected Species	Routine	12/06/2017	1 EA	1	0	0	0
		Routine	11/13/2017	1 EA	1	0	0	0

General Notes: 12/06/17: Bridge has opened to traffic on November 13th of 2017. Was able to walk beneath the bridge to inspect. Water is open beneath bridge today. Water depth in the channel under the bridge is 1-1.5 feet deep. Roadway approaches are gravel and will not be paved till spring.
The, "dummy" inspection was created by the MnDOT Bridge Office --- THIS IS NOT AN ACTUAL FIELD INSPECTION.

58. Deck NBI:

36A. Brdg Railings NBI:

36B. Transitions NBI:

36C. Appr Guardrail NBI:

36D. Appr Guardrail
Terminal NBI:

59. Superstructure NBI:

60. Substructure NBI:

61. Channel NBI:

62. Culvert NBI:

71. Waterway Adeq NBI:

72. Appr Roadway
Alignment NBI:

Wayne Dosh
Inspector's Signature

Timothy Bray
Reviewer's Signature

Pictures



Photo 1 - 12-06-2017 (16)



Photo 2 - 12-06-2017 (15)

Pictures



Photo 3 - 12-06-2017 (14)



Photo 4 - 12-06-2017 (13)

Pictures



Photo 5 - 12-06-2017 (12)



Photo 6 - 12-06-2017 (11)

Pictures



Photo 7 - 12-06-2017 (10)

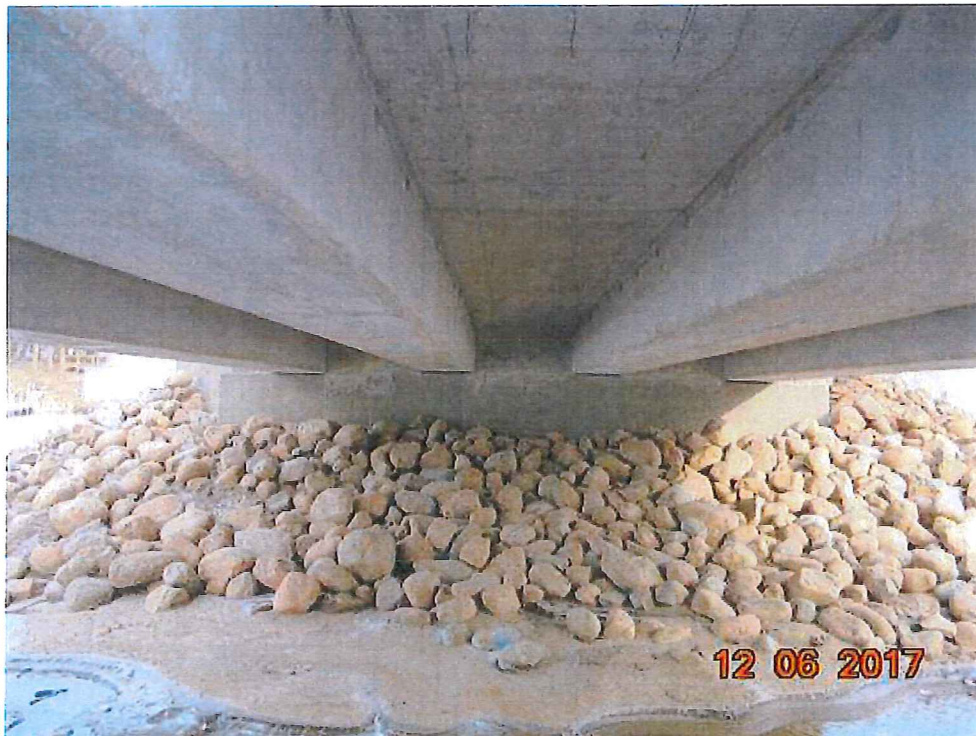


Photo 8.- 12-06-2017 (9)

Pictures

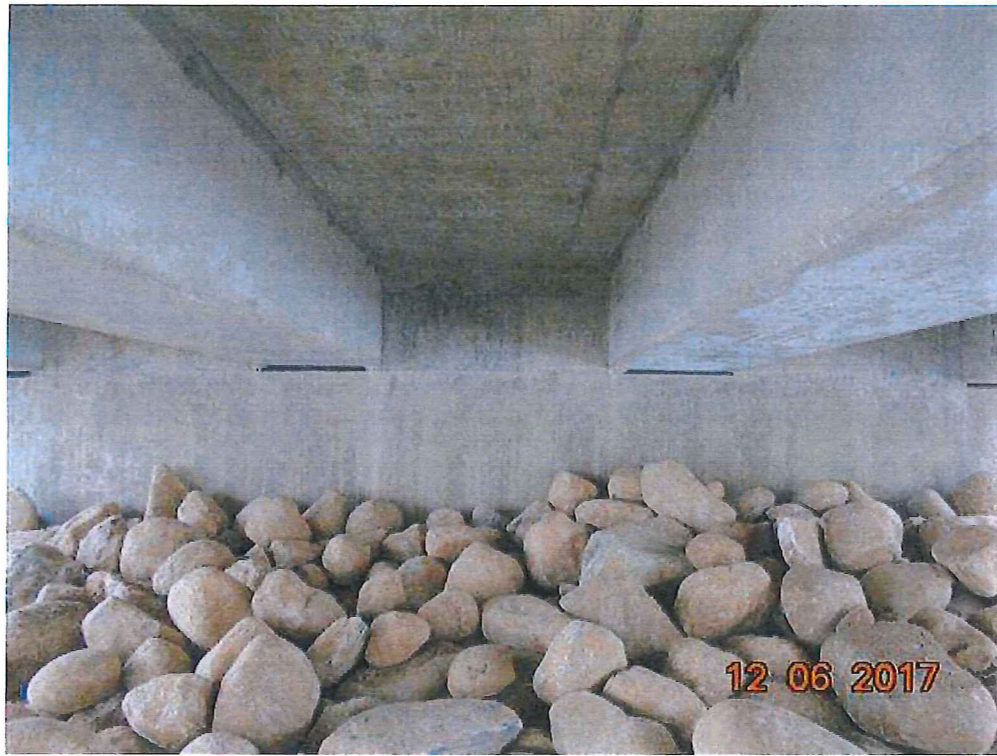


Photo 9 - 12-06-2017 (8)



Photo 10 - 12-06-2017 (7)

Pictures



Photo 11 - 12-06-2017 (6)



Photo 12 - 12-06-2017 (5)

Pictures



Photo 13 - 12-06-2017 (4)



Photo 14 - 12-06-2017 (3)

Pictures



Photo 15 - 12-06-2017 (2)



Photo 16 - 12-06-2017 (1)



1. 12-06-2017 (16).JPG



2. 12-06-2017 (15).JPG



3. 12-06-2017 (14).JPG



4. 12-06-2017 (13).JPG



5. 12-06-2017 (12).JPG



6. 12-06-2017 (11).JPG



7. 12-06-2017 (10).JPG



8. 12-06-2017 (9).JPG



9. 12-06-2017 (8).JPG



10. 12-06-2017 (7).JPG



11. 12-06-2017 (6).JPG



12. 12-06-2017 (5).JPG



13. 12-06-2017 (4).JPG



14. 12-06-2017 (3).JPG



15. 12-06-2017 (2).JPG



16. 12-06-2017 (1).JPG

B.18.

City of Crosslake

From: Bock, Sheryl (MPCA) <sheryl.bock@state.mn.us>
Sent: Tuesday, February 27, 2018 11:16 AM
To: cityclerk@crosslake.net
Cc: publicwk@crosslake.net
Subject: Crosslake 2017 Biosolids Annual Report



The Honorable Patty Norgaard
Mayor, City of Crosslake
37028 County Road 66
Crosslake, MN 56442

RE: Biosolids Annual Report/NPDES Permit Number MN0064882

Dear Mayor Norgaard,

The Minnesota Pollution Control Agency (MPCA) has received and reviewed the Biosolids Annual Report for cropping year 2017 for the city of Crosslake. Your report has been reviewed and recorded as transferring 108,000 gallons of biosolids to the Pine River Area Sanitary District. The report was complete and well done as received.

Thank you for your cooperation with our biosolids program. Your efforts are an important contribution to the protection of our citizen's health, the preservation of surface and groundwater quality, and the recycling of our limited resources.

If you should have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in cursive script that reads 'Sheryl Bock'.

Sherry Bock
Minnesota Pollution Control Agency
Biosolids Program Coordinator
Phone: 218-316-3882
Fax: 218-828-2494
sheryl.bock@state.mn.us

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cc: Ted Strand, City of Crosslake



**BOLTON
& MENK**

Real People. Real Solutions.

B.19.
7656 Design Road
Suite 200
Baxter, MN 56425-8676

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

MEMORANDUM

Date: March 8, 2018

To: Ted Strand, Public Works Director
Michael Lyonais, City Administrator/Treasurer
Char Nelson, City Clerk

From: Mike Rardin, P.E., Senior Project Engineer

Subject: Wastewater Treatment Facility Improvements - Pay Request #6
City of Crosslake, Minnesota
Project No.: M25.113425

Attached is Pay Request #6 from Eagle Construction Co., Inc. We have reviewed the pay request and recommend payment in the amount of \$180,350.85.

As of this payment request, by contract the City is retaining \$37,582.03 (5%) of the amount work completed and equipment stored to date.

Please feel free to call me at 218-232-6536 with any questions.

APPLICATION AND CERTIFICATE FOR PAYMENT

TO OWNER: CITY OF CROSSLAKE, MN
37028 COUNTY ROAD 66
CROSSLAKE, MN 56442

AIA DOCUMENT G702
PROJECT: CROSSLAKE WWTF IMPROVEMENTS

(Instructions on reverse side) APPLICATION NO: 02/22/18
PERIOD TO: 02/22/18
PROJECT NOS.: M25.113425

PAGE 1 OF 2 PAGES

Distribution to:

<input type="checkbox"/>	OWNER
<input type="checkbox"/>	ARCHITECT
<input type="checkbox"/>	CONTRACTOR

FROM CONTRACTOR: EAGLE CONSTRUCTION CO., INC.
515 9TH AVENUE NW
LITTLE FALLS, MN 56345

VIA: BOLTON & MENK
1960 PREMIER DRIVE
MANKATO, MN 56001

CONTRACT DATE: 08/30/17

CONTRACT FOR: Labor and Materials

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the contract.
Continuation sheet, AIA Document G703, is attached.

1 ORIGINAL CONTRACT SUM	\$2,227,000.00
2 Net change by Change Orders	\$0.00
3 CONTRACT SUM TO DATE	\$2,227,000.00
4 TOTAL COMPLETED & STORED TO DATE	\$751,640.50
5 RETAINAGE:	
a. 5% of Completed Work (Column D + E on G703)	\$37,582.03
b. 5% of Stored Material (Column F on G703)	\$37,582.03
Total Retainage (Line 5a + 5b or Total in Column I of G703)	\$714,058.48
6 TOTAL EARNED LESS RETAINAGE	
(Line 4 less Line 5 Total)	
7 LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$533,707.63
8 CURRENT PAYMENT DUE	\$180,350.85
9 BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$1,512,941.53

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month	\$ -	\$ -
TOTALS	\$ -	\$ -
NET CHANGES by Change Order	\$ -	\$ -

AIA DOCUMENT G702 • APPLICATION AND CERTIFICATE FOR PAYMENT • 1992 EDITION • AIA • ©1992 • THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK
AVENUE, N.W., WASHINGTON, D.C. 20006-5292 • WARNING: Unlicensed photocopying violates U.S. copyright laws and will subject the violator to legal prosecution.

CAUTION: You should use an original AIA document which has this caution printed in red. An original assures that changes will not be obscured as may occur when documents are reproduced.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the contract Documents, that all amounts have been paid to the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: Scott Freudenrich Date: 02/22/18

State of: Minnesota

County of: Morrison

Subscribed and sworn to before
me this 22 day of February

Notary Public: Kimberly Beth Fochler
My Commission Expires January 31, 2022

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: \$180,350.85

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT:

By: Kimberly Beth Fochler Date: 3/18/18

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

G702-1992

2/22/2018
Due 03.01.18
Email
2/22/2018
Due 03.01.18
Email

CONTINUATION SHEET

AIA Document G703 (Instructions on reverse side)

PAGE 2 OF 2 PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification, is attached. In tabulations below, amounts are stated to the nearest dollar. Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO.: 6
APPLICATION DATE: 2/22/2018
PERIOD TO: 2/22/2018
ARCHITECT'S PROJECT NO.: M25.113425

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C-G)	I RETAINAGE (IF VARIABLE RATE) 5%
			FROM PREVIOUS APPLICATION (D + E)						
1	PERMITS, BONDS, AND INSURANCE	63,000.00	63,000.00		0.00		63,000.00	0.00	3,150.00
2	ADMINISTRATION & SITE SUPERVISION	27,250.00	7,357.50		-6,267.50	8,666.75	16,024.25	11,255.75	561.25
3	ALLOWANCES	75,000.00	14,812.50		0.00	-2,399.20	14,812.50	60,187.50	19,755.00
4	MOBILIZATION	7,500.00	7,500.00		0.00		7,500.00	0.00	375.00
5	TEMPORARY UTILITIES/CONSTRUCTION	2,500.00	2,000.00		0.00		2,000.00	500.00	100.00
6	REMOVALS	69,800.00	3,490.00		6,980.00		10,470.00	59,330.00	523.50
7	EARTHWORK & SITE UTILITIES	194,900.00	126,685.00		19,490.00		146,175.00	48,725.00	7,308.75
8	EROSION CONTROL & TURF RESTORATION	1,000.00	0.00		0.00		0.00	1,000.00	0.00
9	CONCRETE	282,100.00	211,575.00		42,315.00		253,890.00	28,210.00	12,694.50
10	MASONRY	500.00	0.00		0.00		0.00	500.00	0.00
11	METALS	63,900.00	0.00		0.00		0.00	63,900.00	0.00
12	CARPENTRY, INSULATION, & SEALANTS	5,000.00	0.00		0.00		0.00	5,000.00	0.00
13	PAINTING	49,750.00	0.00		7,462.50		7,462.50	42,287.50	373.13
14	HYDRAULIC GATES	26,250.00	0.00		21,000.00		21,000.00	5,250.00	1,050.00
15	CENTRIFUGAL & SUBMERSIBLE PUMPS	48,250.00	0.00		0.00		0.00	48,250.00	940.88
16	VORTEXT PUMP	20,000.00	18,817.50		0.00		18,817.50	29,432.50	0.00
17	SCREEN, BLOWERS, AERATION, & MIXERS	222,000.00	0.00		0.00		0.00	20,000.00	3,552.00
18	PORTABLE HOIST	7,000.00	0.00		0.00		71,040.00	150,960.00	0.00
19	PROCESS PIPE & VALVES	165,800.00	0.00		59,688.00		0.00	7,000.00	2,984.40
20	HVAC	7,500.00	0.00		0.00		59,688.00	106,112.00	0.00
20	ELECTRICAL & CONTROLS	888,000.00	35,520.00		26,640.00		0.00	7,500.00	0.00
		2,227,000.00	561,797.50		189,843.00	0.00	751,640.50	1,475,359.50	37,582.03

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G703-1992

B. 20.

**CITY – COUNTY – TOWNSHIP
ROADWAY MAINTENANCE AND CONSTRUCTION COORDINATING MEETING
January 29, 2018, - 6:30 PM
Brainerd Highway Complex
16589 CR 142
Brainerd, MN 56401**

Snow and Ice Best Practices Conservation –

- Todd Sangren and Jamie Hukriede presented MNDOT's Snow & Ice Best Practices and discussed the resources MNDOT uses and how they perform snow & ice control.

Hazard Mitigation/Emergency Planning/Risk Management –

- John Bowen, Crow Wing County Emergency Manager presented information and an update on the County's Hazard Mitigation Plan that is updated and submitted to the State of MN and FEMA every five years. He talked about the importance of tracking costs and documenting work after a storm and how cities and townships can become eligible for reimbursements, should a disaster be declared.

Two-Year Local Road Research Board (LRRB) Crack Sealing Study –

- Jeff Warzecha, Crow Wing County Road Lead Worker discussed a LRIP research project Crow Wing County is involved with to try to determine best practices and the best types of crack sealant to use for crack sealing in MN. Currently the research team is collecting data. U of M and MNDOT will develop a written correspondence that will be available shortly after the conclusion of the two-year project.

Local Option Sales Tax Update

- Anticipated 2.254 million dollars in 2016
- Actual was 3.609 million dollars in 2016
- Anticipate 4.085 million dollars in 2017
- Actual was 6.027 million dollars in 2017
- Anticipate 4.935 million dollars in 2018
- In 2026, the CWC Board will decide to extend the sales tax or end it.
- Currently the sales tax revenues are exceeding expectations. Crow Wing County will invest the outperforming revenues in road projects.

2018 Engineering Projects

- See attached Engineering Projects Handout

5 Year Highway Improvement Plan

- The CWC Highway Department's Five Year Highway Improvement Plan (HIP) is available online at crowwing.us. Engineering is currently working on the 2018-2022 plan now. It should be released in April of 2018.

**CITY – COUNTY – TOWNSHIP
ROADWAY MAINTENANCE AND CONSTRUCTION COORDINATING MEETING
January 29, 2018, - 6:30 PM**

Maintenance Projects

- **2017 Maintenance Plan Final Numbers**
 - Crack Sealing –132 miles throughout the county (49 in house, 83 contracted)
 - Crack Sealing – Unorganized Territory (FAD) –9.5 miles contracted
 - Graveling – CSAH 56 & Cr 106
 - Graveling – Unorganized Territory (FAD) – FAD gravel roads off of CR 125, CR 126 and CR 115
 - Bit Spot Paver Patching – CSAH 2, 22, 1 CR 130 & 144
 - Bit Spot Paver Patching – Unorganized Territory (FAD) – Johnson Road
 - Shouldering – **Contract** CSAH 12, 24, 49, 77 CR 133 & 113. **In-house** CSAH 3, CR 142 & 116
 - Ditching – CR 139, 32, 11 & 141
- **2018 Maintenance Plan**
 - Contracts are in the process of being bid or are being prepared for bidding.
 - Dust Control – Tri City \$.95 per gallon, (1 mile x 18' wide = \$3010 per mile).
 - Crack Sealing –106 miles throughout the County (54 in house, 52 contracted)
 - Crack Sealing – Unorganized Territory (FAD) –9.24 miles contracted
 - Graveling – CR 139 contracted
 - Graveling – Unorganized Territory (FAD) –1.1 miles contracted in FAD DAV area
 - Bit Spot Paver Patching – CSAH 11 & 8
 - Bit Spot Paver Patching – Unorganized Territory (FAD) –TBD
 - Shouldering – Scoping CSHA 2, 15, 19, 29, 66, CR 125, 126, 130, 131, 136 & 145

If a city or township would like to participate or collaborate on any of the projects, they should contact the Highway Department.

5 Year Road Plans for Cities and Townships

Cities and Townships are encouraged to develop a five-year road maintenance plan to address needs and plan for future projects that could be incorporated with neighboring agencies, including the County. If a city or township would like help developing a plan, they should contact the Highway Department.

Local Road Improvement Program (LRIP) State Park Fund

Currently Garrison has a State Park project in process.

Cities and Townships are encouraged to apply for funding assistance if they have a road project that meets the routes of regional significance criteria or have rural road safety projects.

The next City County Township Meeting will be Monday, July 30, 2018 @
The Joint Maintenance Facility
13870 Whipple Drive
Crosslake, MN 56442

**CITY – COUNTY – TOWNSHIP
ROADWAY MAINTENANCE AND CONSTRUCTION COORDINATING MEETING
January 29, 2018, - 6:30 PM**

2018 ENGINEERING PROJECTS

SEALCOATS

Partnering with 6 other agencies to provide one contract
CWC is proposing to chip seal 7 roadway segments totaling 14.8 miles
The other 6 agencies are proposing to chip seal 30 roadways totaling 16.8 miles
Final costs in 2017 for one mile of 22' wide roadway = \$19,000 including fog sealing
Fog sealing averages approximately \$2,600/mile

PAVEMENT MARKINGS

CWC has an annual pavement-marking contract of approximately \$175,000
In the past, two to three local agencies have joined in on the contract

RESURFACING – COUNTY SYSTEM

CSAH 2 from CSAH 45 to TH 25
CSAH 3 from Mississippi Bridge to Merrifield
CSAH 17 from Cass County to TH 371
CSAH 18 from Twin Leaf Circle to CSAH 4
CSAH 21 from CSAH 2 to TH 371B
CSAH 30 from TH 210 to TH 6
CR 111 from CSAH 10 to TH 210
CR 118 from CSAH 4 to CSAH 3
CR 124 from TH 18 to TH 6
CR 168 from Cass County to TH 371
Partnering with Ideal Township to resurface two of their roadways with our contract

RESURFACING – UNORGANIZED TERRITORY (FAD)

Bonnie Road
North Long Lake Road
Stallman Road
East Shore Drive
St. Columbo Road (project led by City of Nisswa)
Donaldson Road (project led by City of Nisswa)

MISCELLANEOUS

Bridge deck resurfacing on CSAH 2 and CR 121 – both crossing the Nokasippi River
CSAH 1 improvements in Emily in conjunction with MnDOT's TH 6 project
Grooved-in pavement markings – safety project

CROW WING COUNTY
CITY - COUNTY - TOWNSHIP
ROADWAY MAINTENANCE AND CONSTRUCTION COORDINATION MEETING
January 29, 2018
SIGN IN SHEET

NAME	REPRESENTING	CONTACT INFO (phone and/or email)
<u>[Signature]</u>	<u>ROSS LAKE</u>	
<u>[Signature]</u>	<u>ROSS LAKE</u>	
<u>Serry Wolters</u>	<u>Ross Lake</u>	
<u>David Larson</u>	<u>Garrison</u>	<u>218-820-9948</u>
<u>LYMAN WHITNEY</u>	<u>()</u>	<u>218-820-51</u>
<u>Edward Waltem</u>	<u>Jenkins Twp</u>	
<u>Steven Lindsey Cox</u>	<u>Jenkins Twp</u>	<u>218-587-4834</u>
<u>Tom Malloy</u>	<u>Long Lake</u>	<u>218-829-2238</u>
<u>Darryl Moser</u>	<u>L, L</u>	<u>218-829-7046</u>
<u>Mike Dubois</u>	<u>Jenkin's Twp</u>	<u>218-568-7320</u>
<u>BILL SAVAGE</u>	<u>JENKINS Twp</u>	<u>218 831-1100</u>
<u>Cal Tuper</u>	<u>Rabbit Lake</u>	<u>218 851-3509</u>
<u>Leon Yeager</u>	<u>Center</u>	<u>218-765-3526</u>

CROW WING COUNTY
CITY - COUNTY - TOWNSHIP
ROADWAY MAINTENANCE AND CONSTRUCTION COORDINATION MEETING
January 29, 2018
SIGN IN SHEET

NAME	REPRESENTING	CONTACT INFO (phone and/or email)
Bill Bright	SO LKS	612 655 1856
Chad Wosmoh	SO LKS	952 201-797
Mark Bradley	SO LKS	218-820-34
Sharon Pike	Oak Lawn	Pike@brai
Becky Eckelmon	St Mathias	218-820-4771
Joe Zierden	Breezy Point	820-8809 public works
ERIC MONTAGNE	CENTER TWP	218 765.4148 eric.montagne
James Fladung	City of Brainerd	jfladung@ci.brainerd.mn
David Gray	Deerwood Township	218-206-4677
Tom Blomer	City of Nisswa	218-820-4223

Crosslake Economic Development Authority
Meeting Minutes
8:30 A.M. – 9:48 A.M. December 7, 2017 Crosslake City Hall

Members present: Dean Fitch, Jo Smith, Roger Roy, Gary Heacox, Patty Norgaard, Jim Funk (Alternate), John Gunstad (Alternate)

Others present: Tyler Glynn, BLAEDC Economic Development Officer, Sheila Haverkamp, BLAEDC Executive Director, Anje Smith, AJ Business Development, Martha Steele, Mission Township resident

The regular monthly meeting of the Crosslake EDA was called to order at 8:30 A.M. by President Dean Fitch.

A motion was made by Jo Smith and seconded by Roger Roy to approve the minutes of the November 2, 2017 meeting. Motion carried with all ayes.

With a brief explanation of the background of marketing and BLAEDC expectations, Dean Fitch shared that he and Patty Norgaard had met with Anje Smith of AJ Business Development, Sheila Haverkamp and Tyler Glynn to understand how to take full advantage of funds appropriated to BLAEDC. Dean Fitch questioned what avenues are being tried for reaching out for business opportunities. Anje Smith asked what Crosslake wants to accomplish. Right now, Crosslake has no online footprint. Her company would help Crosslake create a social media presence by managing content, posting and searchability. She submitted a project outline of communication and research/property research/an EDA only website/social media coordination and creation with fees and requirements. Sheila Haverkamp stated that this type of program would bring the search for economic development in Crosslake to the forefront and create a long term strategy in making a connection to the community. Discussion continued on how to identify potential business opportunities based on property research and the infrastructure and ongoing updating of an EDA only website. Gary Heacox pointed out that the proposal would need to be presented to the city council before any money was spent. Timing is crucial for getting the message out in the summer with the building of the concepts to be done in the winter months. Anje Smith is to provide an additional pricing option without the property research.

Tyler Glynn shared that BLAEDC had met with the lakes area communities Chambers of Commerce to set up a concept driven plan on the deployment of their business programs. Sheila Haverkamp added that with the knowledge of any company that has something going on, a contact can be made. Business visits have an impact. It was suggested that a joint effort could be established by adding on to the monthly EDA meeting. Dean Fitch questioned the inclusion of businesses not members of the Chamber of Commerce and that a list of all businesses would be useful.

Sheila Haverkamp presented an update on the BLAEDC Unified Fund. She is still working on getting all the communities involved and once again praised Crosslake for getting it started. One loan is currently completed and marketing material is being developed. Patty Norgaard suggested that a bank symposium be considered in order to increase the comfort level of banker's knowledge of the program. Also noted, was that the Unified Fund was being recognized statewide and that the process can take time.

Recognizing that becoming a GreenStep City would open up valuable resources and possible grants, the 29 Best Practices were reviewed to determine which steps are already completed and which steps make

sense to be addressed. With the understanding that this would be an all-volunteer project and with areas already being pursued as part of the MN Design Team project, the following items were identified as possibilities:

- Living Streets and Mobility Options
- Comprehensive Plans
- Mixed Uses
- Natural Resource Conservation Design
- Parks and Trails
- Surface Water Quality
- Stormwater Management
- Septic Systems
- Solid Waste Reduction
- New Green Buildings

At the January meeting, members are to identify the best practices to be pursued once the minimum requirements are clarified.

Next meeting January 4, 2018:

- Marketing steps/options
- Updates from Sheila Haverkamp
- GreenStep's Best Practices

There being no further business or announcements, Dean Fitch adjourned the meeting at 9:48 A.M.

Martha Steele
Volunteer

Crosslake Economic Development Authority
Meeting Minutes
8:30 A.M. – 9:10 A.M. January 4, 2018 Crosslake City Hall

Members present: Dean Fitch, Gary Heacox, Patty Norgaard, John Gunstad (Alternate) Jo Smith via telephone

Others present: Josh Netland, Crosslake Communications/ECTC General Manager, Tyler Glynn, BLAEDC Economic Development Officer, Martha Steele, Mission Township resident

The regular monthly meeting of the Crosslake EDA was called to order at 8:30 A.M. by President Dean Fitch.

A motion was made by Gary Heacox and seconded by Jo Smith to approve the minutes of the December 7, 2017 meeting with two corrections. A change to the statement by Anje Smith that Crosslake has no online footprint to Crosslake EDA has no online footprint. GreenStep's Best Practices identified as possibilities should have included Benchmarks and Community Engagement and Green Business Development. Motion carried with all ayes.

GreenStep Cities Proposal/Recommendation:

Minnesota GreenStep Cities is a challenge, assistance and recognition program for taking more sustainable actions. An overview of the program was presented with a handful of slides compiled by Dean Fitch and Patty Norgaard displaying the partners, Best Practices, benefits and worksheet needed to accomplish the GreenStep City designation. The next step is to bring the concept to the city council to move ahead. Discussion to continue at the January 11th meeting and the next city council meeting highlighting the resources of experts and a possible free internship all part of the GreenStep Cities program. A motion made by Patty Norgaard and seconded by Jo Smith to recommend Crosslake EDA present to the Crosslake City Council the proposal and support of becoming a GreenStep City. Gary Heacox voiced budget concerns about the cost of the implementation of the program including staff/volunteers to run the project with resources from GreenStep Cities with a heads up of potential cost or how it can be done without cost to the city council. Patty Norgaard noted that part of the Environmental Management Best Practice pertaining to parks and trails falls in line with the updated comprehensive plan. Josh Netland asked how business can assist in meeting the requirements and Dean Fitch responded that environmental best practices are possible with businesses as well as individuals. Motion carried with all ayes.

Update on Unified Fund:

A second loan was closed and the Unified Fund Board approved a loan for a small, established manufacturing firm. The City of Deerwood public hearing regarding the approval of joining the Unified Fund is at the end of January. Four more projects are in the pipeline. The best course of action is to take the lead from the primary lenders. Timelines need to be better defined and there has been some pushback on how long the process takes. In order to improve the learning curve, Patty Norgaard suggested providing a seminar on the Unified Fund to local bankers at the next EDA meeting. Dean Fitch proposed having the regular meeting from 8:30-9:00 and a banker orientation at 9:00. Tyler Glynn will give an insight on guidelines of the Unified Fund.

Website options/update:

Improving the process will determine how to find people interested in economic development and by connecting with the City of Crosslake/Crosslakers/Chamber of Commerce/BLAEDC. The intensive cost of looking how to find people with possible business connections to Crosslake can be looked at a later time. An updated proposal from AJ Business Development will hopefully be discussed at the next meeting. Keeping a website current is key and trying to find a person to help with that responsibility is a need. Tyler Glynn shared that analytics behind what is being clicked on tells a good story. Josh Netland volunteered that Crosslake Communications can help with the design and could be used as a resource for the website. The city clerk will be contacted to determine if she can get the analytics from the city website.

Other business:

Tyler Glynn questioned the level of connectivity in Crosslake as a high speed network is a resource requirement for many businesses. Josh Netland responded that 60% of businesses and residents are connected to fiber optic with a goal of 100% in five to ten years. The identification of "shovel ready" sites is important to marketing business opportunities.

Next meeting: February 1, 2018

There being no further business or announcements, Dean Fitch adjourned the meeting at 9:10 A.M.

Martha Steele
Volunteer

Crosslake Economic Development Authority
Meeting Minutes
8:30 A.M. – 9:55 A.M. February 1, 2018 Crosslake City Hall

Members present: Dean Fitch, Patty Norgaard, Roger Roy, Jim Funk (Alternate), Jo Smith via phone
Others present: Josh Netland, Crosslake Communications/ECTC General Manager, Sheila Haverkamp, BLAEDC Executive Director, Tyler Glynn, BLAEDC Economic Development Officer, Martha Steele, Mission Township resident

The regular monthly meeting of the Crosslake EDA was called to order at 8:30 A.M. by President Dean Fitch.

A motion was made by Roger Roy and seconded by Jim Funk to approve the minutes of the January 4, 2018 meeting. Motion carried with all ayes.

Old Business:

GreenStep Recommendations

As the GreenStep program is a self-selecting type of program it is important to figure out which steps are vital to Crosslake. Patty Norgaard provided an overview of the program noting that when a city becomes a GreenStep City, valuable resources, funding opportunities and innovations become available. It is up to the city to determine how much or how little of the resources to tap. The Crosslake EDA has recommended GreenStep to the City Council. Basically, all the first steps have been completed. The program is all about sustainable living. An application for an intern can be submitted in the spring to assist in implementation of the steps. Dean Fitch stressed the importance to promote the program highlighting that the key is self-describing and that there would be no impact to the city employees. The GreenStep program fits in with preserving the environment which is a key factor in the mission of the EDA.

New Business:

Approval of the 2018 BLAEDC Contract

Sheila Haverkamp stated that the extended contract creates a contractual relationship with BLAEDC and the 2018 contract is \$7,500 which is \$100 more than last year. BLAEDC provides a multitude of services, providing reports, and attending meetings. More than a dozen communities in Crow Wing County participate in the contractual relationship with BLAEDC. A motion was made by Dean Fitch and second by Patty Norgaard to approve the contract with BLAEDC for 2018. Motion carried with all ayes. When asked about collaborating with BLAEDC on marketing tourism, Sheila Haverkamp explained that the primary purpose for BLAEDC is around projects/building successful companies/expansion/infrastructure/all the foundation that a business needs. She pointed out the success story of the school project that started in 2009. Dean Fitch pointed out that the needs of Crosslake are slightly different and Sheila Haverkamp recommended that more time should be spent on the different strategies to attract a certain type of industry and to identify seasonal homeowners with businesses elsewhere. An agenda item for the March meeting will be to discuss strategies to work more effectively with BLAEDC and hoping to have an updated proposal from AJ Business Development for promoting a unified story. In order to determine success, a goal must be defined in light of the changing role of the EDA.

Vacant Business Update

Patty Norgaard provided information regarding the status of the two spaces next door that will be vacant once the school moves into their new building. The city is running out of space and there is a need for consolidation. Sheila Haverkamp suggested that some thought should go into spending money on a feasibility study on the back building and looking at possible uses for that space—possibly arts related or another suggestion was an incubator space for business development. Roger Roy indicated that Kirk Schnitker has spaces for other businesses. The question of entrepreneurial usage vs existing business expansion without creating competition was discussed. A marketing plan would be to reach out to prospects identified through a digital plan and then meeting one-to-one.

Unified Fund Update

Sheila Haverkamp reported that the annual report was ready to pass on to participants. The marketing material would be presented at the BLAEDC Annual Meeting. Currently there is \$2.4 million in the fund with the City of Deerwood pending. Tyler Glynn reported there are five projects in various stages of interest. Just like the EDA, he stated that BLAEDC is reinventing itself with Key Recruitment and the Unified Fund. The Unified Fund is a step in the right direction. He talked about a target audience and promoting the “you can come and work here” with space available. Dean Fitch recommended that Kirk Schnitker be invited to the March meeting to find out how EDA can help him. Roger Roy will coordinate the visit.

Other Business:

Josh Netland asked in regard to marketing, what other communities were doing. Sheila Haverkamp answered that a priority should be a new website that promotes the goals and attractions of the community. She has started meeting with real estate agents and compiling the information. Attraction strategies have to be realistic. Tyler Glynn added that a marketing strategy should provide access to communication and Crosslake Communications should be listed. It was noted that the value of a school to a community should not be underestimated.

Announcements:

Winterfest February 2-4

BLAEDC Annual Meeting February 12

Next meeting: March 1, 2018

There being no further business or announcements, Dean Fitch adjourned the meeting at 9:55 A.M.

Martha Steele

Volunteer

Crosslake Roll-Off & Recycling Services

February 2018

	Mixed Paper	Aluminum	Tin	Glass	Plastic	Metal	Cardboard	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								0	0	2000	0
April								0	0	2000	0
May								0	0	2000	0
June								0	0	2000	0
July								0	0	2000	0
August								0	0	2000	0
September								0	0	2000	0
October								0	0	2000	0
November								0	0	2000	0
December								0	0	2000	0

TOTAL IBS	7180	0	0	7060	3580	0	6160	0			
2000#	2000	2000	2000	2000	2000	2000	2000	2000			
TOTAL TONS	3.59	0	0	3.53	1.79	0	3.08	0			

Tires 0

B. 22.

SCORE REPORT FORM

Mo./Yr.

January 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)

8,502

Corrugated Cardboard

1,714

Newspaper

-

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

6,788

Metal: Appliances, misc...

Commingled Materials: (includes)

10,532

%

lbs

5% Metals- Aluminum Cans

527

21% Tin Cans

2212

61% Glass-

6425

Clear bottles

Green bottles

brown bottles

10% Plastic - #1 & #2 bottles

1053

3% Reject

316

100%

10532

Total LBS.

19,034

0

Total Tons

9.52

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		55,203	85,656
	Accounts	Rate	Accounts	%	Paper	Commingle
BRD	2846	74%	2107	43%	23,757	36,862
BAX	1750	88%	1539	31%	17,352	26,925
B.P.	607	73%	441	9%	4,972	7,715
P.L.	270	77%	207	4%	2,334	3,621
C.L.	1039	58%	602	12%	6,788	10,532
C TWNSP	0	0%	0	0%	2,817	724
NIS	85	0%	0	0%	-	-
	6597	74%	4896	100%		

B. 24.

City of Crosslake

RESOLUTION 18-_____

RESOLUTION ACCEPTING DONATION(S)

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

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

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

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

FROM	DONATION	INTENDED PURPOSE
PAL Foundation	\$1,800.00	Roller for Groomer
Seth Jackson	\$25.00	Park Department
PAL Foundation	\$13.49	Coat Rack

; and

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

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

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

Passed this 12th day of March, 2018.

Patty Norgaard
Mayor

ATTEST:

Michael R. Lyonais
City Administrator
(SEAL)

B. 25.

BILLS FOR APPROVAL
March 12, 2018

VENDORS	DEPT		AMOUNT
Ace Hardware, gloves, bulb	PW		36.16
Ace Hardware, headlamp	PW		119.98
Ace Hardware, triflow lube	Park		15.99
Ace Hardware, strips	Park		6.59
Ace Hardware, roller, paint brush	Gov't		13.58
Ace Hardware, propane	Cemetery		42.48
Ace Hardware, hardware	Fire		13.74
Ace Hardware, hardware	Fire		17.99
Ace Hardware, hardware	Fire		10.00
Ace Hardware, batteries, spray paint	PW		35.94
Ace Hardware, batteries	Park		10.58
Ace Hardware, transfer pump, hose	Sewer		172.97
Ace Hardware, faucet	Gov't		99.99
Ace Hardware, hardware	Sewer		11.56
Ace Hardware, hardware	Sewer		46.22
Ace Hardware, hardware	Sewer		91.01
Ace Hardware, torch, hardware	Sewer		175.21
Ace Hardware, hardware	Sewer		4.49
Ace Hardware, pipe wrench, tape, lighter, bracket	PW		57.93
Ace Hardware, tire repair kit, hand truck	PW		69.35
Ace Hardware, hardware	PW		20.07
Ace Hardware, hardware	PW		52.13
Ace Hardware, wrench set	Park		39.99
Ace Hardware, trash cans	PW		35.98
Ace Hardware, hardware	PW		25.87
American Door Works, door repair	PW		213.90
AW Research, water testing	Sewer		475.20
Baker and Taylor, books	Library		1,374.18
Banyon Data Systems, service order software	PW		1,190.00
Birchdale Fire & Security, install remote	Park		42.50
Birchdale Fire & Security, dvr and camera repair	Park		872.50
Birchdale Fire & Security, security monitoring	Gov't		119.50
BLAEDC, annual meeting	EDA		20.00
Blakeman, pump and clean sand trap	PW		210.00
Blue Cross Blue Shield, health insurance	ALL		22,581.00
Bolton & Menk, wwtp improvements	Sewer		6,194.25
Brainerd Hydraulics, pump	PW		437.73
Brainerd Hydraulics, hoses, couplers	PW		183.76
Breen & Person, legal fees	ALL		1,895.00
Brock White, masterseal	PW		123.73
Char Nelson, reimburse for concessions	Gov't	pd 3-6	51.40
City of Baxter, citation books	Police		107.25
City of Crosslake, sewer utilities	PW/Gov't		144.00
Clean Team, march cleaning	PW/Gov't		1,082.50
Council #65, union dues	Gov't		385.00

Crosslake Communications, phone, fax, cable, internet	ALL		1,436.02
Crosslake Rolloff, recycling	Gov't		2,695.00
Crow Wing County Highway Dept, fuel, salt/sand	ALL		7,343.38
Culligan, water and cooler rental	PW/Gov't		79.25
Deferred Comp	ALL		300.00
Delta Dental, dental insurance	ALL		1,563.70
Emergency Response Solutions, helmet	Fire		374.47
Emergency Response Solutions, suspenders	Fire		49.33
Fastenal, safety cones	PW		763.24
Fire Instruction & Rescue, incident command	Fire	pd 3-6	650.00
Fire Instruction & Rescue, nims training	Fire	pd 3-6	500.00
Fire Instruction & Rescue, emr quarterly training	Fire	pd 3-6	600.00
First Supply, seat cover	Park		24.42
Fortis, disability	ALL		650.84
Fyles, thaw sewer line	Park		185.00
Gopher Sign Company, trail signs	Park		186.20
Granite Electronics, chargers	PW		142.50
Guardian Pest Solutions, pest control	ALL		77.60
Gull Lake Glass, door switch receiver	Park		76.46
Heartland Tire, tire repair	PW		21.23
Jon Henke, reimburse mileage	Park		182.47
Kirvida Fire, replace discharge gauges	Fire		493.45
Kirvida Fire, replace replace connections	Fire		227.98
Lakes Gas, bulk lp	Park		175.74
Little Falls Machine, curb shoe, cutting edges, mushroom shoe	PW		1,777.15
Little Falls Machine, clevis pin, pivot bolt, nut, bolt	PW		254.88
Mail Finance, postage meter rental	Gov't		236.49
Maney International, truck repair, leaf spring	PW		1,457.79
Marco, copier lease	Park		230.23
Mastercard, Amazon, aed pads	Park		159.65
Mastercard, Amazon, headphones	Admin		21.98
Mastercard, Amazon, labels	Park		33.97
Mastercard, Axon, battery pack	Police	pd 2-22	156.00
Mastercard, BCA, tac workshop	Police	pd 2-22	25.00
Mastercard, Brainerd Tools, bobcat light	PW	pd 2-22	183.25
Mastercard, Comfort Inn, lodging	Sewer		274.20
Mastercard, DVS, vehicle tabs	PW		11.27
Mastercard, Fleet Farm, uniform	PW		176.91
Mastercard, MPCA, ww operations conference	Sewer		390.00
Mastercard, Ortiz, net repair kit	Park	pd 2-22	35.70
Mastercard, travel expenses	Park		215.30
Mastercard, travel expenses	Fire	pd 2-22	18.47
Menards, cabinets	PW		963.64
Menards, red oak board	Park		13.49
Mills Motors, truck repairs	PW		386.40
Mills Motors, truck repairs	PW		359.10
Mills motors, flush cooling system, replace heater core, gasket	PW		798.23
MN Life, life insurance	ALL		467.60

MN State Fire Chiefs Assn, training	Fire		235.00
MPCA, wastewater certification exam	Sewer	pd 2-20	55.00
Napa, mi25wash	Police		12.00
Nate Deshayes, reimburse travel expenses	Sewer	pd 3-6	203.45
National Rec and Park Assn, membership dues	Park		170.00
NCPERS-Life Insurance	ALL		112.00
NJPA, comp plan services	Gov't		1,000.00
Northland Press, meeting notice of 2/23	PZ		59.50
Northland Press, ad for bids	PW		165.75
Power Lodge, oil change kit	Park		42.99
Premier Auto, oil change	Police		57.37
Premier Auto, oil change	PW		60.55
Premier Auto, replace spark plugs and ignition coil	PW		369.93
Premier Auto, weather tech floor mats	Police		109.00
Premier Auto, oil change	Police		57.37
Reeds Market, water	Park		7.98
Seaberg Motorsports, camso steering limit	Park		119.95
Seaberg Motorsports, contactor	Park		105.95
Simonson Lumber, treated lumber	Park		11.68
Squad Pro, install zodiac accessories	Fire		3,174.87
Star Tribune, subscription	Library	pd 2-28	473.72
Steven Bailey, refund	Park		15.00
Symbol Art, badges	Police		310.00
Teamsters, union dues	Police	pd 3-6	194.00
Teresa Haines, reimburse for travel expenses	Fire	pd 3-6	280.74
The Office Shop, label tape	PZ/Admin		18.49
The Office Shop, mapping paper, mouse, tabs	PZ/Admin		173.61
University of MN, pass thru from NJPA for loon center	Gov't		3,840.00
US Bank, copier lease	ALL		156.00
USA Bluebook, cherne bendable plug	Sewer		315.00
USA Bluebook, hose, plugs, seals, bottles	Sewer		1,507.41
USA Bluebook, seals	Sewer		265.85
USA Bluebook, pump	Sewer		821.41
Verizon, m2m charges	Police	pd 2-22	38.52
Verizon, air card, ipad, and cell phone charges	ALL	pd 3-6	750.98
Waste Partners, trash removal	ALL		243.41
Watchguard, warranty, software maintenance	Police		1,791.70
WSN, 2018 road projects	PW		43,763.35
WSN, dream island bridge	PW		5,100.80
Xcel Energy, gas utilities	ALL		2,756.20
TOTAL			135,320.71

B. 26.

MINNESOTA LAWFUL GAMBLING

LG220 Application for Exempt Permit12/16
Page 1 of 2

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: The Lakes Foundation

Previous Gambling Permit Number: _____

Minnesota Tax ID Number, if any: 81-2149088

Federal Employer ID Number (FEIN), if any: _____

Mailing Address: P.O. Box 143

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

Name of Chief Executive Officer (CEO): Christine Davis

Daytime Phone: 612-840-8983

Email: christine1028@crosslake.net

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

Attach a copy of 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.)

☐ **A current calendar year Certificate of Good Standing**

Don't have a copy? Obtain this certificate 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

651-296-2803, or toll free 1-877-551-6767

☐ **IRS income tax exemption (501(c)) letter in your organization's name**

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☐ **IRS - 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.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Moonlite Bay

Address (do not use P.O. box): 37627 Co Rd 66

City or

Township: Crosslake Zip: MN County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): June 8th

Check each type of gambling activity that your organization will conduct:

☐ Bingo ☐ Paddlewheels ☐ Pull-Tabs ☐ Tipboards

☒ **Raffle (total value of raffle prizes awarded for the calendar year, including this raffle: \$5000)**

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under **List of Licensees**, or call 651-539-1900.

LG220 Application for Exempt Permit

12/16
Page 2 of 2

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

<p style="text-align: center;">CITY APPROVAL for a gambling premises located within city limits</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print City Name: _____</p> <p>Signature of City Personnel: _____</p> <p>_____ Title: _____ Date: _____</p> <div style="border: 1px solid black; padding: 10px; text-align: center; margin-top: 20px;"> <p>The city or county must sign before submitting application to the Gambling Control Board.</p> </div>	<p style="text-align: center;">COUNTY APPROVAL for a gambling premises located in a township</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>_____ Title: _____ Date: _____</p> <p>TOWNSHIP (if required by the county) On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>_____ Title: _____ Date: _____</p>
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CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: Christine Davis, President Date: 3/9/18
(Signature must be CEO's signature; designee may not sign)

Print Name: Christine Davis

REQUIREMENTS

Complete a separate application for:

- all gambling conducted on two or more consecutive days, or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

- a copy of your proof of nonprofit status, and
- application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

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 Depart-

ment 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.

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

An equal opportunity employer

From: Rob Hall <Rob.Hall@crowwing.us>
Sent: Monday, March 5, 2018 7:11 AM
To: Char Nelson <cityclerk@crosslake.net>
Subject: RE: Doug Oster

D. I. a.

Hello Charlene. I have talked with Doug in the past. Some of the information I passed along to him was that having a study done can sometimes also raise the speed limits that the state sets, and that the process takes from 6 months to a year to complete.

We did have the study performed, and about one month ago the state called and stated that based upon their results, there were initially looking at 55 mph for the entire stretch from Jenkins to CSAH 66. After I reviewed their results and found that drivers were still going slightly slower on the east end (still more than 55 unfortunately), I asked them to reconsider keeping the east end at 50 mph. The front line staff agreed to send it forward with the 50 mph recommendation, but that does not necessarily mean that the decision makers will sign off on it that way.

I have not got back to Doug yet as I wanted to know what the final official document is going to show.

Long story short – the study has been completed, and I am waiting for final confirmation on the findings. If you have any questions, feel free to let me know.

We value your opinion – please let us know how we are doing.
Customer Service Survey

Robert Hall
Assistant County Engineer
Crow Wing County Highway Department
16589 CR 142
Brainerd, MN 56401

Office: (218) 824-1110
Email: rob.hall@crowwing.us
www.crowwing.us



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

From: City of Crosslake [<mailto:cityclerk@crosslake.net>]
Sent: Friday, March 02, 2018 4:38 PM
To: Rob Hall <Rob.Hall@crowwing.us>
Subject: Doug Oster

Rob,

Doug Oster just called and asked if he could appear before the Council on 3/12/18. He wants the speed limit reduced on County Road 16 from the Wharf to Moonlite. He said he has spoken to you about it, but nothing has happened. I told him that the Council can make a request to have it changed, but that request would go to the County and that the County would take it to the State. But he still wants to come to the meeting. Do you have any information that I can give to the Council regarding this process? I would like them to know what they can/cannot do. Thanks for your help!!!

Charlene Nelson
City Clerk
City of Crosslake

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

E. 1.

MEMO TO: City Council

FROM: Mayor Norgaard

DATE: March 7, 2018

SUBJECT: Commission Appointments

I hereby recommend the following resignation/appointments:

Planning and Zoning

Mark Lafon – resignation effective 2/23/18

Mark Lindner (currently an alternate) – appointment to 1st – 3 year term ending 1/31/2021

Park & Recreation/Library

John Andrews – appointment to 1st – 3 year term ending 1/31/2021

Joe Albrecht – appointment to 1st – 3 year term ending 1/31/2021

City of Crosslake

From: Mark LaFon <travelwithmark@yahoo.com>
Sent: Friday, February 23, 2018 1:52 PM
To: City of Crosslake
Subject: Re: Planning Commission

I do resign. I feel that the city stabbed me in the back when it bought the tax-forfeit property out from under me.

Mark LaFon

From: City of Crosslake <cityclerk@crosslake.net>
To: Mark Lafon <travelwithmark@yahoo.com>
Cc: Patty Norgaard <pattynorgaard@crosslake.net>; Aaron Herzog <aaron.herzog@crosslake.net>
Sent: Friday, February 23, 2018 1:47 PM
Subject: Planning Commission

Mark,

Patty was in today and told me that she saw you at the Legion last night and that you told her you were resigning from the Planning Commission. If you respond to this email, I will consider this your formal resignation. You have served the community well and we do appreciate it. Thank you!

Charlene Nelson
City Clerk
City of Crosslake

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



CITY OF CROSSLAKE

APPLICATION FOR APPOINTMENT TO CITY BOARD OR COMMISSION

PERSONAL INFORMATION

Name: Last Andrews First John

Address: _____

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

Occupation: Physician Employer: Retired

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. 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:

- 2 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)
- 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?

Bring an additional perspective to the commission. I use the Community Center often, assisted with building library shelves, assisted with 10 K road races, and use the cross country trails.

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.

Previously worked with a variety of governmental + university committees including hazardous waste, medical care, disaster preparedness, public health. Acting Minnesota State Epidemiologist 1976-1977.

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?

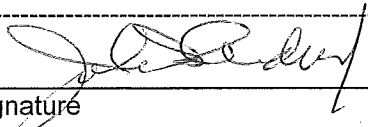
Having a warm, friendly environment for seasonal, permanent, + visitors, especially to meet a variety of recreational + educational needs of younger + older residents

(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 2/22/2018

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 Albrecht First Joseph

Address: _____

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

Occupation: Ret. 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. 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 previously served on Parks & Rec. / Lib. Commission for six years and greatly enjoyed the experience. I am involved in several Crosslake Community activities, and this is an area of particular interest to me.

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.

Six years prior experience on the commission, including two as chair.

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?

Crosslake must address an ever-growing seasonal population increase, including developing additional parks and recreation venues and activities. Initiatives such as South Park will become increasingly important. (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 Joseph V. Allmeyer Date 3-1-18

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.



ROW Vacation Application

City of Crosslake

37028 County Rd 66, Crosslake, MN 56442

218.692.2688 (Phone) 218.692.2687 (Fax)

www.cityofcrosslake.org

Receipt Number:

969867

Property Owner(s): Aaron & Shannon Patton

Mailing Address: 589 Swan Lake Ln NW, Cedar, MN 55011

Site Address: 15369 Daggett Pine Rd, Crosslake, MN 56442

Phone Number: 612-202-9378

E-Mail Address: pattonheating@hotmail.com

Parcel Number(s): 14141000005A009

Legal Description: All that part of Lot 5, Island View

Section 10 Township 137 Range 27 / 28 (circle one)

Lake/River Name: Daggett

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

If yes list Parcel Number(s) N/A

Authorized Agent: Kurt W. Porter

Agent Address: 34354 County Rd 3, P.O. Box 430, Crosslake

Agent Phone Number: 218-692-6999

(Check applicable requests)

☒ ROW Vacation



Official Use Only:

5 MARCH 2018

PW Meeting Date:

28 FEB 2018

Parks Meeting Date:

12 MARCH 2018

City Council Meeting Date:

Signature of Property Owner(s)

[Signature]

Date 2-14-18

Signature of Authorized Agent(s)

[Signature]

Date 2/19/18

- All applications must be accompanied by a signed Certificate of Survey (Coordinate with city staff- Public Works, Parks & Recreation and Attorney)
- Fee \$500 for ROW Vacation Payable to "City of Crosslake"
- No decisions will be made on an applicant's request at the Commission meetings. Approval or denial of applications is determined by the City Council at a public meeting as per Minnesota Statute 462 and the Code of City Ordinances, City of Crosslake, Chapter 42, Article V.

For Office Use:

Application accepted by

[Signature]

Date 2/26/18

Approval: _____ Denial: _____ by Public Works

Approval: _____ Denial: _____ by Parks and Recreation



RIGHT-OF-WAY VACATION/LICENSE APPLICATION

Crosslake City Hall
37028 County Road 66, Crosslake, MN 56442
Phone: (218) 692-2688 Fax: (218) 692-2687
Email: ctycrslk@crosslake.net
Website: www.cityofcrosslake.org

1. All items on all pages must be completed in ink and submitted in an application before it will be processed. Incomplete applications will not be accepted and will be returned to the applicant(s).
2. The application must be submitted in the current property owner's name. If using an agent, an "Authorized Agent Form" must be submitted with the application. The land owner or agent must sign the application.
3. A Certificate of Survey must be submitted with the ROW Vacation/License application according to Chapter 42, Article V of the City of Crosslake Code of Ordinances. **City staff (Public Works, Parks & Recreation and Attorney) will coordinate with the applicant** to determine what information listed below is required to be on the survey:
 - Graphic scale
 - North point
 - Bearing/coordinate system
 - Date of preparation
 - Legal description of subject parcel boundary and resulting parcels
 - Property boundary with sufficient survey and mathematical data to locate and retrace the boundary
 - Location of right of ways, public roads and easements of record
 - Structure setbacks including all pertinent dimensions
 - Area of parcel(s) in square feet and acres
 - Total area of the parcel and area above ordinary high water elevation level, if riparian
 - Buildable area of parcel(s)
 - Building envelope
 - Location, square footage and height of all existing and proposed structures/additions
 - Location of all wells (existing and proposed) and septic systems
 - Location and size of existing and proposed driveways, roads and easements
 - Nonconforming structure setbacks including all pertinent dimensions
 - Bluff or steep slopes including all pertinent dimensions and setbacks
 - Shoreline and ordinary high water elevation line, if riparian
 - Impervious coverage calculations
 - Right-of-Way area immediately adjacent to the parcel, to include all of the area to be vacated and or licensed
4. Completed statement of why you are asking the City to vacate the Right-of-Way or requesting a license.
5. Include the \$500.00 non-refundable application fee. Make check payable to "City of Crosslake". If applying for a vacation & license the fee to submit would be \$1,000.00 (\$500.00 each).
6. Accurate parcel ID#s must be given. (Parcel IDs are shown on your tax statement).

7. Locate and mark your property lines or lot corner monuments and stake out or flag the proposed project area(s) so they are clearly visible to the Public Works Commission and Park Board for their on-site visits.
8. When the application and all accompanying plans have been completed, you can mail or deliver the information to the Crosslake Planning and Zoning Office, Crosslake City Hall, 37028 County Road 66, Crosslake, MN 56442. The appropriate fee must accompany all applications. Please make check payable to "City of Crosslake".
9. You will be notified by mail as to the date and time of the hearing on your application.
10. If your vacation/license application is approved, you must still obtain all necessary permits before starting your project(s).
11. The applicant is responsible for securing any other local, state or federal permits that may be required. If the application involves work in wetlands, additional permits and approvals will be required to comply with the Minnesota Wetland Conservation Act and U.S. Army Corps of Engineers regulations.
12. No decisions will be made on an applicant's request at the Commission meetings. Approval or denial of application is determined by the City Council.

The applicant or agent hereby makes application for a ROW Vacation/License agreeing to do all such work in accordance with all City of Crosslake Ordinances. Applicant or agent agrees that application, surveys and other attachments submitted herewith are true and accurate. Applicant or agent agrees, that in making application for a vacation, applicant grants permission to City of Crosslake, at reasonable times to enter applicant's premises to determine compliance of that application with any applicable county, state or federal ordinances or statutes. If any of the information provided by the applicant in his/her application is later found or determined by the City to be inaccurate, the City may revoke the vacation/license based upon the supply of inaccurate information.

I have fully read and fully understand the above instructions. I hereby swear that all information provided in this application is true and correct.

Signature of owner(s) Spatten [Signature] Date 2.14.18

Signature of authorized agent(s) [Signature] Date 2/19/18



AUTHORIZED AGENT FORM

I hereby authorize (print) Kurt W. Porter to act
as my authorized agent in dealing with Crosslake to obtain the following:

_____ Land Use Permit _____ Shoreland Alteration Permit
_____ Septic Permit _____ Subdivision Approval
_____ Public Hearing X Other ROW Vacation

For the following property:

Site Address 15369 Daggett Pine Road, Crosslake, MN 56442

Section # 10 Township #137 Range # ☒ 27 ☐ 28

Parcel Number(s) 14141000005A009

Recorded Document Number – Contract for Deed (If applicable) _____

Spatton Shannon Patton 2.14.18
Property Owner Signature / Printed Name Date

612-202-9378

Property Owner Phone Number

218-692-6999

Authorized Agent Phone Number









34354 County Road 3, P.O. Box 430, Crosslake, MN 56442

Authorized Agent's Mailing Address

SKETCH OF DESCRIPTION

PART OF LOTS 5 & 6, ISLAND VIEW
SECTION 10, TOWNSHIP 137 NORTH, RANGE 27 WEST
CROW WING COUNTY, MINNESOTA

LEGEND

	DENOTES EDGE OF EXISTING WOODEN DECKING		BENCHMARK: SET 3/8" REBAR IN EAST FACE OF 12" ASH
	DENOTES EDGE OF EXISTING BITUMINOUS		ELEV. = 1236.68
	DENOTES EDGE OF EXISTING GRAVEL		DENOTES MONUMENT FOUND
	DENOTES EDGE OF TREELINE		DENOTES IRON MONUMENT SET MARKED BY LICENSE No. 44881
	DENOTES EXISTING ELECTRIC OUTLET		ORIENTATION OF THIS BEARING SYSTEM IS BASED ON THE NORTH LINE OF LOT 6 TO HAVE AN ASSUMED BEARING OF S 61°51'24" W.

PROPOSED ROAD VACATION

That part of the 66 Foot Road, as dedicated in the plat of ISLAND VIEW, according to the recorded plat thereof, Crow Wing County, Minnesota, described as follows: Beginning at the most northerly corner of Lot 6 said plat, and assuming the east line of said Lot 6 bears South 23 degrees 19 minutes 43 seconds East; thence North 49 degrees 51 minutes 31 seconds East 123.64 feet, more or less to the most easterly corner of Lot 5 said plat; thence South 65 degrees 20 minutes 20 seconds West along a southerly line of said Lot 5 also being the northerly right-of-way line of said 66 Foot Road 118.38 feet to the westerly right-of-way line of said 66 Foot Road; thence South 23 degrees 19 minutes 43 seconds East 33.01 feet, more or less, to the point of beginning.

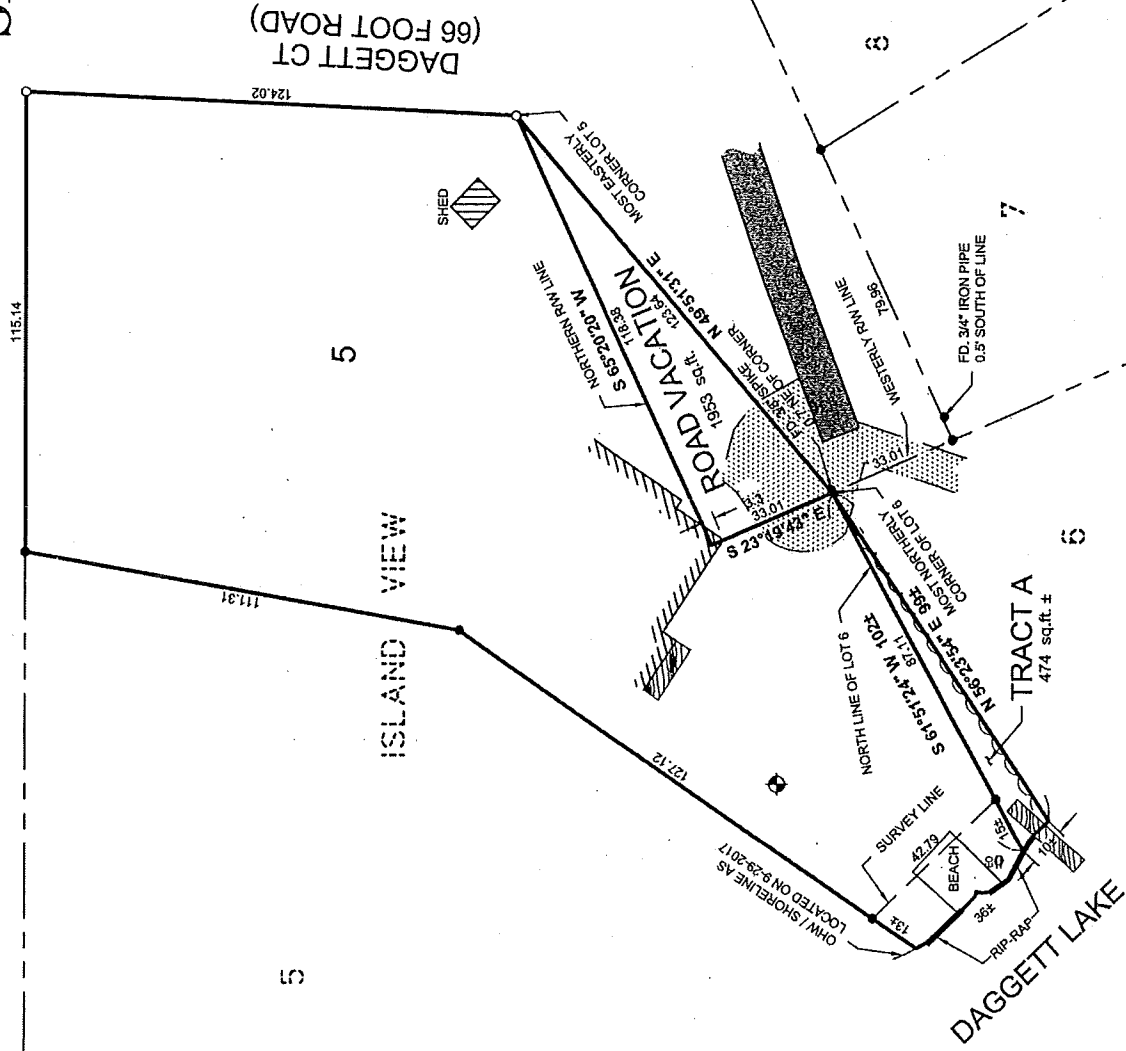
PROJECT NUMBER: 17332
DATE: 1-17-18



30206 Rasmussen Road
Suite 1
P. O. Box 874
Pequot Lakes, MN 56472
218-568-4940
www.stonemarksurvey.com



DAGGETT PINE ROAD



Aaron Patton and Shannon Patton (the "Pattons") purchased the property on September 29, 2016. The encroachment was not disclosed in the sale of the property. The Pattons recently learned of the encroachment and have, through their agent, communicated with several city officials in an effort to determine the best method to remedy the situation. Vacating a small portion of this private road, known as Daggett Court, is the best method to remove the encroachment. The proposed vacation does not impact any neighbors or, generally, the public at large and the portion proposed to be vacated is incompatible for any public use, including as a public road.



MARK A. SEVERSON

MSBA Certified Real Property Law Specialist
mark@seversonporter.com

KURT W. PORTER

Attorney at Law
kurt@seversonporter.com

KEVIN J. EGAN

Of Counsel
kevin@seversonporter.com

DAYNA M. FOSTER

Paralegal
dayna@seversonporter.com

KAREN J. SCOTT

Paralegal
karen@seversonporter.com

February 22, 2018

Crosslake Planning & Zoning
Crosslake City Hall
37028 County Rd. 66
Crosslake, MN 56442

Re: Aaron & Shannon Patton / ROW Vacation Application
File No.: 4527-001

Dear Sir/Madam:

Enclosed please find Right of Way Vacation Application for Aaron and Shannon Patton, along with their check number 4316 in the amount of \$500.00 for the application fee.

Should you have any questions, please do not hesitate to contact our office.

Thank you.

Sincerely,

Robin Daneault
Robin Daneault
Legal Assistant

Enclosures

cc: Aaron & Shannon Patton (w/encl.)

Staff Report

Crosslake Parks, Recreation and Library

Date: March 2, 2018

To: Crosslake Public Works Commission

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

Subject: ROW Vacation Request

Please find below an excerpt of the Crosslake Parks/Library Commission meeting from February 28, 2018 regarding the ROW vacation request from Aaron and Shannon Patton.

Right of Way Vacation – 15369 Daggett Pine Road – Action/Motion

Kurt Porter, local attorney who is representing the Patton's who are the applicants for the ROW vacation briefed the Commission on the specifics of the application. After the property closing, the Patton's came to realize that a portion of the house they had just purchased is actually located on a dedicated road right of way. The applicant is asking the City to vacate 1953 sq. ft of property. Mr. Porter explained that he had suggested extending the property line in a triangular direction to have a cleaner lot line. Jon Henke mentioned that the City had a similar issue with a right of way about ten years ago on Manhattan Point Blvd. In that case the City vacated just enough land to create a clear title for the property owner. Commissioner Tchida commented that he would not want to set a precedence for future R.O.W. vacations by granting almost 2,000 sq. ft. when only a few hundred feet are needed to make sure the structure is on the Patton's property. Mr. Henke stated that establishing the minimum set back might be another approach to take. The Commission also talked about fairness to other citizens in regards to giving away public property to create a larger lot. The larger lot could provide more sq. footage for the possible development of other structures on the site. Mr. Porter said there was no use for the portion of the ROW that is being asked to be vacated. Mr. Henke stated that it is hard to tell what the future holds for a parcel of land. He pointed out that the City had vacated land a few years before the sewer project got started and then had to purchase property back at a cost to the tax payers when the sewer was installed. Mr. Henke stated that one day the whole community could be sewerred and there would need to be locations for lift stations. The current ROW's throughout the City could provide the public property needed to establish those locations in the future. The Commission was all in agreement that it would be in the best interest of the City to vacate enough land to provide the Patton's clear title to their property. Sandy Melberg then made the following motion that was seconded by Jim Talbott.

Motion: Melberg/Talbott

The Crosslake Park/Library Commission recommends vacating the minimum amount of land necessary to alleviate the Patton's title concerns.

Motion passed unanimously.

Date: March 7, 2018

To: City Council

From: Public Works Commission

Subject: ROW Vacation Request

Please find below an excerpt of the Public Works Commission meeting from March 5, 2018 regarding the ROW vacation request from Aaron and Shannon Patton.

- 1. Road ROW Vacation Request from Aaron and Shannon Patton on Daggett Court.** The vacation request was received by Jon Kolstad on 2/26/2018. Kurt Porter (Attorney for the Patton's) discussed the vacation request with the commission members. The general conclusion of the commission was that the request to vacate approximately 2,000 sq. feet of ROW was excessive and that a minimum amount of vacation would be more acceptable. Mr. Melberg suggested a 35' setback be used but only parallel to the house. The commission requested confirmation of the proper setback for this situation from Jon Kolstad-Planning and Zoning. **Motion by Melberg, 2nd by Tchida, all in favor to recommend that the council vacates only the amount of land necessary to comply with current ordinance setbacks.**



March 5, 2018

Honorable Mayor and City Council
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

WidethSmithNolting.com

RE: Crosslake 2018 Street Improvements
Engineer's Letter of Recommendation for Bid Award
WSN No. 0107B0156.000

Dear Mayor and City Council:

Pursuant to authority of the City Council and after proper legal advertisement, bids for the referenced project were obtained at 10:00 a.m. in the Crosslake City Hall on March 2, 2018.

The following unit price bids were received:

Anderson Brothers Construction Company of Brainerd LLC	\$889,577.89
DeChantal Excavating, LLC	\$893,965.90
Tri-City Paving, Inc.	\$906,164.65

The Engineering Estimate of the construction cost was \$1,027,174.75. Details of all bids are shown on the attached Abstract. One mathematical error was found in Tri-City Paving's bid; however, this did not result in a change of low bidder. The corrected bid total is listed above and in the attached Tabulation of Bids. The bids were conforming to the plans, specifications and advertisement.

We recommend the Contract be awarded to Anderson Brothers Construction Company of Brainerd, the lowest responsible bidder, on the basis of the unit prices in the bid proposal.

Wideth Smith Nolting & Assoc., Inc.

David S. Reese, P.E.

Enc. Tabulation of Bids
C/Enc: Charlene Nelson, City of Crosslake
Brad Person, City Attorney
WSN File

TABULATION OF BIDS

WIDSETH SMITH NOLTING
7804 Industrial Park Road, Baxter, MN 56425
PHONE 218-829-5117

NAME: Crosslake 2018 Street Improvements

CLIENT: City of Crosslake, Minnesota
PROJECT NO: 0107B0156.000

DATE: March 2, 2018
TIME: 10:00 a.m.

		ENGINEER'S ESTIMATE				Anderson Brothers Construction (Company of Brainerd LLC 11325 State Highway 210 Brainerd, MN 56401)				DeChantal Excavating, LLC 12209 State Highway 18 PO Box 315 Brainerd, MN 56401				Tri-City Paving, Inc. 13504 Haven Road P.O. Box 326 Little Falls, MN 56345			
ITEM NO.	ITEM DESCRIPTION	CONTRACT QUANTITY	UNIT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	MOBILIZATION	1.00	LUMP SUM	40,000.00	\$40,000.00	\$17,450.00	\$17,450.00	\$38,000.00	\$38,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00
2	CLEARING	1.10	ACRE	7,500.00	\$8,250.00	\$22,820.00	\$25,102.00	\$5,200.00	\$5,200.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00
3	GRUBBING	1.10	ACRE	7,500.00	\$8,250.00	\$22,820.00	\$25,102.00	\$5,200.00	\$5,200.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00
4	SALVAGE POST	2	EACH	30.00	\$60.00	\$111.60	\$223.20	\$30.00	\$60.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00
5	SALVAGE SIGN	15	EACH	35.00	\$525.00	\$55.80	\$837.00	\$30.00	\$450.00	\$50.00	\$750.00	\$50.00	\$750.00	\$50.00	\$750.00	\$50.00	\$750.00
6	REMOVE MAILBOX SUPPORT	76	EACH	15.00	\$1,140.00	\$22.30	\$1,694.80	\$17.00	\$1,292.00	\$15.00	\$1,140.00	\$15.00	\$1,140.00	\$15.00	\$1,140.00	\$15.00	\$1,140.00
7	REMOVE CULVERT PIPE	88	LIN FT	10.00	\$880.00	\$27.05	\$2,380.40	\$7.50	\$660.00	\$20.00	\$1,760.00	\$20.00	\$1,760.00	\$20.00	\$1,760.00	\$20.00	\$1,760.00
8	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	1922	LIN FT	2.00	\$3,844.00	\$2.05	\$3,940.10	\$2.10	\$4,036.20	\$1.25	\$2,402.50	\$1.25	\$2,402.50	\$1.25	\$2,402.50	\$1.25	\$2,402.50
9	SAWING CONCRETE PAVEMENT (FULL DEPTH)	49	LIN FT	5.00	\$245.00	\$5.00	\$245.00	\$5.50	\$269.50	\$10.00	\$490.00	\$10.00	\$490.00	\$10.00	\$490.00	\$10.00	\$490.00
10	REMOVE CONCRETE SIDEWALK	96	SQ FT	2.50	\$240.00	\$3.35	\$321.60	\$3.50	\$336.00	\$10.00	\$960.00	\$10.00	\$960.00	\$10.00	\$960.00	\$10.00	\$960.00
11	REMOVE CURB AND GUTTER	65	LIN FT	2.00	\$130.00	\$5.40	\$351.00	\$5.50	\$357.50	\$10.00	\$650.00	\$10.00	\$650.00	\$10.00	\$650.00	\$10.00	\$650.00
12	REMOVE BITUMINOUS PAVEMENT	2362	SQ YD	2.00	\$4,724.00	\$1.85	\$4,369.70	\$7.00	\$16,615.00	\$1.50	\$3,543.00	\$1.50	\$3,543.00	\$1.50	\$3,543.00	\$1.50	\$3,543.00
13	REMOVE CONCRETE PAVEMENT	70	SQ YD	15.00	\$1,050.00	\$7.65	\$535.50	\$12.00	\$840.00	\$18.00	\$1,260.00	\$18.00	\$1,260.00	\$18.00	\$1,260.00	\$18.00	\$1,260.00
14	COMMON EXCAVATION (P)	4572	CU YD	15.00	\$68,580.00	\$6.15	\$28,117.80	\$13.90	\$63,633.00	\$15.00	\$67,500.00	\$15.00	\$67,500.00	\$15.00	\$67,500.00	\$15.00	\$67,500.00
15	GRANULAR BORROW (CV)	700	CU YD	18.00	\$12,600.00	\$92.00	\$64,360.00	\$220.00	\$153,600.00	\$220.00	\$153,600.00	\$220.00	\$153,600.00	\$220.00	\$153,600.00	\$220.00	\$153,600.00
16	SUBGRADE PREPARATION	138.8	ROAD STA	110.00	\$15,268.00	\$21.85	\$2,744.00	\$20.00	\$2,776.00	\$20.00	\$2,776.00	\$20.00	\$2,776.00	\$20.00	\$2,776.00	\$20.00	\$2,776.00
17	AGGREGATE SURFACE, CLASS 5	352	TON	22.00	\$7,744.00	\$43.90	\$15,452.80	\$89.00	\$31,352.80	\$100.00	\$35,200.00	\$100.00	\$35,200.00	\$100.00	\$35,200.00	\$100.00	\$35,200.00
18	COMMON LABORERS	28	HR	50.00	\$1,400.00	\$132.90	\$3,721.20	\$132.90	\$3,721.20	\$132.90	\$3,721.20	\$132.90	\$3,721.20	\$132.90	\$3,721.20	\$132.90	\$3,721.20
19	STREET SWEEPER (WITH PICKUP BROOM)	28	HR	100.00	\$2,800.00	\$10.85	\$303.80	\$10.85	\$303.80	\$10.85	\$303.80	\$10.85	\$303.80	\$10.85	\$303.80	\$10.85	\$303.80
20	AGGREGATE BASE, CLASS 5	8990	TON	17.00	\$152,830.00	\$0.85	\$7,641.50	\$0.50	\$4,495.00	\$0.50	\$4,495.00	\$0.50	\$4,495.00	\$0.50	\$4,495.00	\$0.50	\$4,495.00
21	FULL DEPTH RECLAMATION	36620	SQ YD	1.50	\$54,930.00	\$59.00	\$3,456.00	\$59.00	\$3,456.00	\$59.00	\$3,456.00	\$59.00	\$3,456.00	\$59.00	\$3,456.00	\$59.00	\$3,456.00
22	TYPE SP 9.5 WEARING COURSE MIXTURE (2.C)	7390	TON	57.00	\$421,230.00	\$126.85	\$93,838.20	\$245.00	\$181,057.50	\$245.00	\$181,057.50	\$245.00	\$181,057.50	\$245.00	\$181,057.50	\$245.00	\$181,057.50
23	12" CS PIPE APRON	2	EACH	800.00	\$1,600.00	\$794.70	\$1,589.40	\$861.00	\$1,722.00	\$900.00	\$1,800.00	\$900.00	\$1,800.00	\$900.00	\$1,800.00	\$900.00	\$1,800.00
24	18" RC PIPE APRON	3	EACH	2,500.00	\$7,500.00	\$33.45	\$100.35	\$36.00	\$108.00	\$50.00	\$150.00	\$50.00	\$150.00	\$50.00	\$150.00	\$50.00	\$150.00
25	12" CS PIPE CULVERT	38	LIN FT	30.00	\$1,140.00	\$64.75	\$2,461.50	\$45.00	\$1,710.00	\$65.00	\$2,490.00	\$65.00	\$2,490.00	\$65.00	\$2,490.00	\$65.00	\$2,490.00
26	18" RC PIPE CULVERT	48	LIN FT	65.00	\$3,120.00	\$61.50	\$2,872.00	\$49.00	\$2,352.00	\$75.00	\$3,600.00	\$75.00	\$3,600.00	\$75.00	\$3,600.00	\$75.00	\$3,600.00
27	18" RC PIPE SEWER, CL. 5	74	LIN FT	65.00	\$4,810.00	\$938.60	\$69,456.40	\$850.00	\$62,900.00	\$1,000.00	\$74,000.00	\$1,000.00	\$74,000.00	\$1,000.00	\$74,000.00	\$1,000.00	\$74,000.00
28	CASTING ASSEMBLY	1	EACH	850.00	\$850.00	\$422.00	\$422.00	\$502.50	\$502.50	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00
29	CONSTRUCT DRAINAGE STRUCTURE, DESIGN SD-48	4.42	LIN FT	1,200.00	\$5,304.00	\$310.20	\$1,372.88	\$210.00	\$925.68	\$100.00	\$442.08	\$100.00	\$442.08	\$100.00	\$442.08	\$100.00	\$442.08
30	GABION	12	CU YD	300.00	\$3,600.00	\$13.00	\$1,560.00	\$11.65	\$1,398.00	\$11.65	\$1,398.00	\$11.65	\$1,398.00	\$11.65	\$1,398.00	\$11.65	\$1,398.00
31	4" CONCRETE WALK	182	SQ FT	10.00	\$1,820.00	\$38.30	\$6,970.60	\$34.30	\$6,242.60	\$34.30	\$6,242.60	\$34.30	\$6,242.60	\$34.30	\$6,242.60	\$34.30	\$6,242.60
32	CONCRETE CURB AND GUTTER, DESIGN B624	65	LIN FT	45.00	\$2,925.00	\$38.30	\$2,489.50	\$34.30	\$2,229.50	\$34.30	\$2,229.50	\$34.30	\$2,229.50	\$34.30	\$2,229.50	\$34.30	\$2,229.50

TABULATION OF BIDS

NAME: Crosslake 2018 Street Improvements

WIDSETH SMITH NOLTING
7804 Industrial Park Road, Baxter, MN 56425
PHONE 218-829-5117

CLIENT: City of Crosslake, Minnesota
PROJECT NO: 0107B0156.000

DATE: March 2, 2018
TIME: 10:00 a.m.

ENGINEER'S ESTIMATE		Anderson Brothers Construction Company of Brainerd LLC 11325 State Highway 210 Brainerd, MN 56401		DeChantal Excavating, LLC 12209 State Highway 18 PO Box 315 Brainerd, MN 56401		Tri-City Paving, Inc. 13504 Haven Road P.O. Box 326 Little Falls, MN 56345	
ITEM NO.	ITEM DESCRIPTION	CONTRACT QUANTITY	UNIT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
33	MODIFIED S418 EDINA STYLE CONCRETE CURB AND GUTTER	1300	LIN FT	18.00	\$23,400.00	\$19.25	\$25,025.00
34	6" CONCRETE DRIVEWAY PAVEMENT	57	SQ YD	115.00	\$6,555.00	\$124.60	\$7,102.20
35	8" CONCRETE DRIVEWAY PAVEMENT	14	SQ YD	130.00	\$1,820.00	\$133.05	\$1,862.70
36	TRUNCATED DOMES	16	SQ FT	50.00	\$800.00	\$53.55	\$856.80
37	MAILBOX SUPPORT	82	EACH	125.00	\$10,250.00	\$100.40	\$8,232.80
38	FENCE DESIGN SPECIAL	555	LIN FT	50.00	\$27,750.00	\$19.55	\$10,850.25
39	TRAFFIC CONTROL	1.00	LUMP SUM	3,000.00	\$3,000.00	\$1,115.75	\$1,115.75
40	INSTALL SIGN	15	EACH	110.00	\$1,650.00	\$55.80	\$837.00
41	PRUNE TREES	16	HOUR	250.00	\$4,000.00	\$180.00	\$2,880.00
42	EROSION CONTROL SUPERVISOR	1.00	LUMP SUM	2,000.00	\$2,000.00	\$557.85	\$557.85
43	STABILIZED CONSTRUCTION EXIT	1.00	LUMP SUM	3,000.00	\$3,000.00	\$836.80	\$836.80
44	STORM DRAIN INLET PROTECTION	1	LUMP SUM	1,500.00	\$1,500.00	\$167.35	\$167.35
45	CULVERT INLET END CONTROL	7	EACH	500.00	\$3,500.00	\$83.70	\$585.90
46	SEDIMENT CONTROL LOG TYPE STRAW	1600	LIN FT	4.50	\$7,200.00	\$4.45	\$7,120.00
47	SILT FENCE, TYPE MS	2320	LIN FT	2.25	\$5,220.00	\$2.25	\$5,220.00
48	SCREENED TOPSOIL BORROW (CV)	1950	CU YD	28.00	\$54,600.00	\$31.85	\$62,107.50
49	FERTILIZER TYPE 1	672	POUND	1.00	\$672.00	\$0.80	\$537.60
50	"SCOUR STOP" TRANSITION MAT	2	SQ YD	350.00	\$700.00	\$278.95	\$557.90
51	EROSION CONTROL BLANKETS CATEGORY 3	1150	SQ YD	2.00	\$2,300.00	\$1.40	\$1,610.00
52	SEEDING	3.6	ACRE	550.00	\$1,980.00	\$558.00	\$2,008.80
53	SEED MIXTURE 25-151	702	POUND	3.75	\$2,632.50	\$3.55	\$2,492.10
54	HYDRAULIC TYPE MULCH MATRIX	9500	POUND	1.00	\$9,500.00	\$0.85	\$8,075.00
55	4" SOLID LINE PAINT	875	LIN FT	0.75	\$656.25	\$0.85	\$743.75
56	4" DOUBLE SOLID LINE PAINT	11900	LIN FT	1.00	\$11,900.00	\$0.35	\$4,165.00
57	PAVEMENT MESSAGE MULTI COMPONENT CONTRAST	48	SQ FT	25.00	\$1,200.00	\$12.30	\$590.40
					\$1,027,174.75	\$889,577.89	
						\$893,965.90	
						\$906,164.65	

I hereby certify that this tabulation is a true and correct copy of the bids for the Crosslake 2018 Street Improvements, Crosslake, Minnesota

DAVID S. REESE
23432
REG. NO.

DATE

NOTE: INDICATES CORRECTED UNIT PRICE.

G.I.B.

Ted Strand

From: Dave Reese <Dave.Reese@wsn.us.com>
Sent: Monday, February 26, 2018 3:44 PM
To: publicwk@crosslake.net; Robert Hall (Rob.Hall@crowwing.us); Mike Lyonais (mlyonais@crosslake.net)
Cc: Mark Hallan
Subject: Combined City of Crosslake/Crow Wing County Storm Water System - Additional Study
Attachments: 20180226_ConfRequestforEngineeringServices.pdf

Ted, Mike and Rob,

Attached is a supplemental agreement for additional study of storm sewer treatment options. It is our understanding this will be split equally between the City and County similar to the original agreement. Please let us know if you need anything else to move forward with the request.

Regards,
Dave

Dave Reese, PE

Civil Engineer, VP
218-316-3629
Dave.Reese@wsn.us.com
File Transfer | [Click here to transfer large files](#)



7804 Industrial Park Road | Baxter, MN 56425-2720

WidethSmithNolting.com

Engineering | Architecture | Surveying | Environmental

**CONFIRMATION OF REQUEST
FOR
ENGINEERING SERVICES**

CLIENT: City of Crosslake

LOCATION: Crosslake, Minnesota

DATE: February 26, 2018

SERVICE REQUESTED BY: Ted Strand (City of Crosslake) and Rob Hall (Crow Wing County)

PROJECT: Feasibility Study - Combined City of Crosslake/Crow Wing County Storm Water Retention System

DESCRIPTION OF WORK INVOLVED:

In accordance with the 12/18/17 engineering services agreement for Feasibility Study for Combined City of Crosslake/Crow Wing County Storm Water Retention System, WSN completed conceptual storm sewer and detention pond layouts. A cost estimate for the preferred layout, as reviewed with City and County staff and committees, was completed. Following these reviews, additional study of alternative storm water options has been requested. This supplemental agreement is requested to complete the following:

ESTIMATED ENGINEERING COSTS:

WSN LABOR & EXPENSES

Review of hydrodynamic separators and biofiltration options	\$1,800.00
Preparation of cost estimate and present-value comparison of options	\$1,200.00
Meetings (Staff/Committee)	<u>\$ 550.00</u>
Subtotal	\$3,550.00

TIME SCHEDULE FOR SERVICES: We estimate completion of this work within 2-3 weeks of authorization by the City and County.

BILLING METHOD:

☒ Hourly
☐ Percentage
☐ Lump Sum
☐ Other

BILLING SCHEDULE:

☒ Monthly
☐ Phased
☐ Upon Completion

REMARKS: Billing to be on an hourly plus expenses basis per the Fee Schedule and General Agreement terms of the original agreement. WSN will not exceed stated cost by more than 10% without additional authorization from client.

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: _____

Mark V. Hallan, Vice President

APPROVED:

CITY OF CROSSLAKE

BY: _____

DATE: _____

CROW WING COUNTY

BY: _____

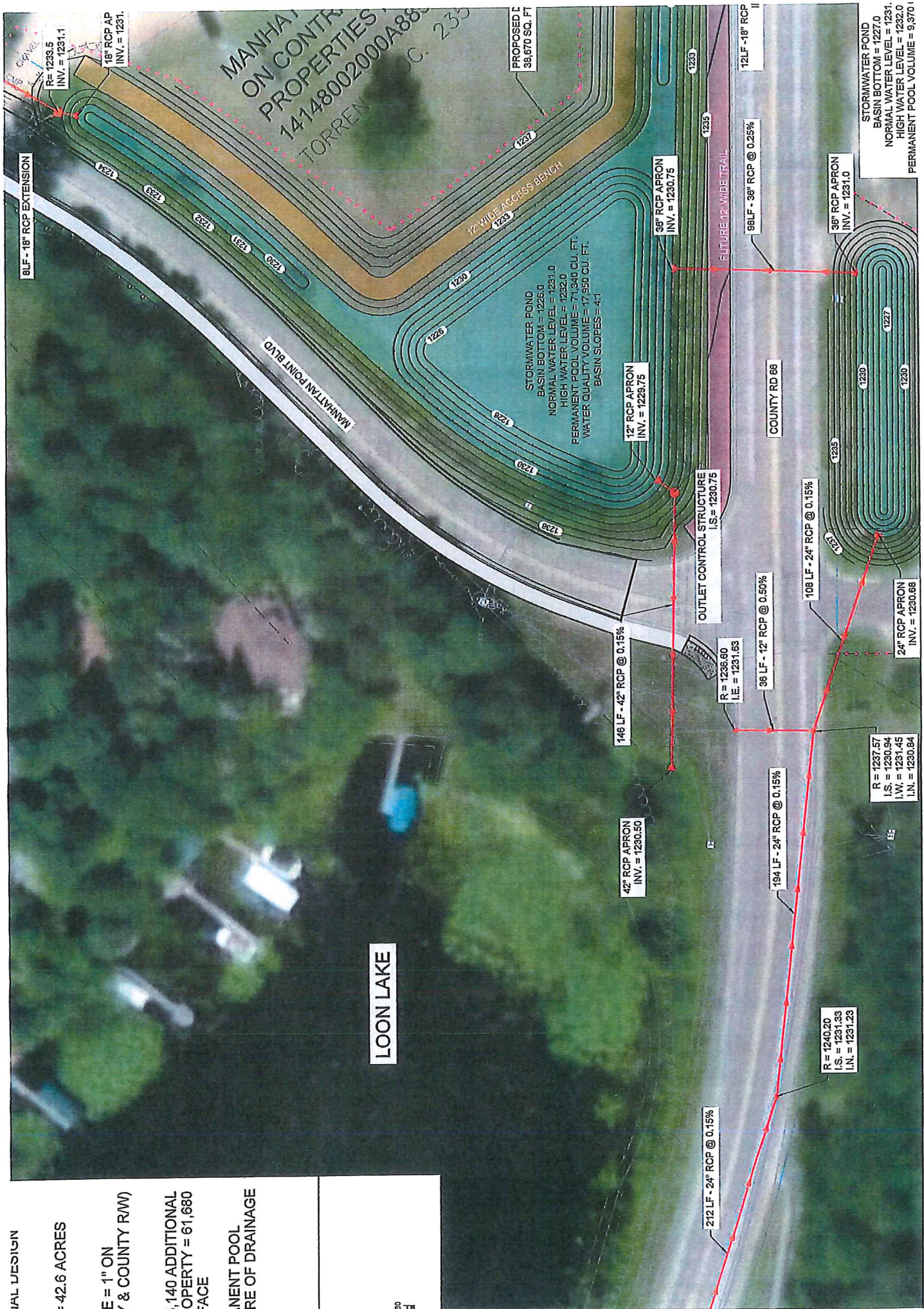
DATE: _____

= 42.6 ACRES

5,140 ADDITIONAL
PROPERTY = 61,680
=FACE

INENT POOL
RE OF DRAINAGE

LOON LAKE



ITEM NO.	ITEM DESCRIPTION	UNIT	ESTIMATED PRICE	CITY		COUNTY		SHARED		TOTAL PROJECT ESTIMATE	
				EST. QTY.	AMOUNT	EST. QTY.	AMOUNT	EST. QTY.	AMOUNT	EST. QTY.	AMOUNT
1	MOBILIZATION	LUMP SUM	\$15,000.00	0.10	\$1,500.00	0.50	\$7,500.00	0.40	\$6,000.00	1.00	\$15,000.00
2	CLEARING	ACRE	\$5,000.00	0.00	\$0.00	0.15	\$750.00	0.30	\$1,500.00	0.30	\$1,500.00
3	GRUBBING	ACRE	\$5,000.00	0.15	\$750.00	0.15	\$750.00	0.00	\$0.00	0.30	\$1,500.00
4	REMOVE PIPE ALVERTS	LN FT	\$2,000.00	50	\$1,000.00	0	\$0.00	0	\$0.00	50.00	\$1,000.00
5	REMOVE CEMENT PIPE (STORM)	LN FT	\$12.50	0	\$0.00	115	\$1,437.50	140	\$1,750.00	255.00	\$3,187.50
6	REMOVE CEMENT PIPE (SEWER)	LN FT	\$50.00	0	\$0.00	275	\$13,750.00	75	\$3,750.00	350.00	\$17,500.00
7	ABANDON PIPE BENDER	EQ YD	\$500.00	0.00	\$0.00	1.00	\$500.00	0.00	\$0.00	1.00	\$500.00
8	REMOVE BITUMINOUS PAVEMENT	EQ YD	\$17.00	0	\$0.00	0.15	\$2,550.00	0.00	\$0.00	0.15	\$2,550.00
9	REMOVE CONCRETE PAVEMENT	EQ YD	\$25.00	0	\$0.00	0.15	\$3,750.00	0.00	\$0.00	0.15	\$3,750.00
10	REMOVE METAL APRON	EACH	\$110.00	2.00	\$220.00	0.00	\$0.00	3.00	\$330.00	5.00	\$550.00
11	REMOVE METAL APRON	EACH	\$110.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	4.00	\$440.00
12	REMOVE MANHOLE OR CATCH BASIN	LN FT	\$30.00	0	\$0.00	4.00	\$120.00	1.00	\$30.00	5.00	\$150.00
13	PAVING BITUMINOUS PAVEMENT (FULL DEPTH)	LN FT	\$2.50	0	\$0.00	20	\$50.00	5	\$12.50	25.00	\$62.50
14	PAVING EARTH	EACH	\$20.00	4	\$80.00	0	\$0.00	100	\$2,000.00	104.00	\$2,080.00
15	COMMON EXCAVATION	CU YD	\$13.00	0.00	\$0.00	0	\$0.00	102.50	\$1,332.50	102.50	\$1,332.50
16	COMMON LANDSCAPE	HOURL	\$75.00	2	\$150.00	10	\$750.00	8	\$600.00	20.00	\$1,500.00
17	STREET SWEEPER (WITH PICKUP BROOM)	HOURL	\$100.00	2	\$200.00	10	\$1,000.00	8	\$800.00	20.00	\$2,000.00
18	APPROPRIATE CURFCUTTING CLASS 5	TON	\$20.00	50	\$1,000.00	0	\$0.00	0	\$0.00	50.00	\$1,000.00
19	APPROPRIATE DUNE CLASS 3	TON	\$17.00	0	\$0.00	400	\$6,800.00	100	\$1,700.00	500.00	\$8,500.00
20	TYPE CP 8.5 WEARING COURSE MIXTURE (CLASS 3)	TON	\$28.00	0	\$0.00	201	\$5,628.00	85	\$2,380.00	286.00	\$8,008.00
21	1" RC PIPE APRON	EACH	\$400.00	1	\$400.00	0	\$0.00	1	\$400.00	2.00	\$800.00
22	1" RC PIPE APRON	EACH	\$400.00	0	\$0.00	0	\$0.00	0	\$0.00	2.00	\$800.00
23	24" RC PIPE APRON	EACH	\$1,000.00	0	\$0.00	1	\$1,000.00	2	\$2,000.00	3.00	\$3,000.00
24	36" RC PIPE APRON	EACH	\$1,000.00	0	\$0.00	0	\$0.00	0	\$0.00	2.00	\$2,000.00
25	12" RC PIPE BENDER REGION 2008 CLASS III	LN FT	\$30.00	64	\$1,920.00	30	\$900.00	15	\$450.00	109.00	\$3,270.00
26	12" RC PIPE BENDER REGION 2008 CLASS III	LN FT	\$30.00	10	\$300.00	0	\$0.00	0	\$0.00	20.00	\$600.00
27	24" RC PIPE BENDER REGION 2008 CLASS III	LN FT	\$45.00	0	\$0.00	0	\$0.00	0	\$0.00	55.00	\$2,475.00
28	36" RC PIPE BENDER REGION 2008 CLASS III	LN FT	\$65.00	0	\$0.00	0	\$0.00	0	\$0.00	14.00	\$910.00
29	36" RC PIPE BENDER REGION 2008 CLASS III	LN FT	\$80.00	0	\$0.00	0	\$0.00	1.40	\$112.00	1.40	\$112.00
30	42" RC PIPE BENDER REGION 2008 CLASS III	LN FT	\$100.00	1	\$1,000.00	0	\$0.00	0	\$0.00	3.00	\$300.00
31	CONNECT TO EXISTING STORM SEWER	EACH	\$350.00	3	\$1,050.00	0	\$0.00	0	\$0.00	3.00	\$1,050.00
32	CONSTRUCT DRAINAGE STRUCTURE REGION CD-4B	LN FT	\$200.00	0	\$0.00	11.70	\$2,340.00	0	\$0.00	11.70	\$2,340.00
33	CONSTRUCT DRAINAGE STRUCTURE REGION CD-4C20	LN FT	\$400.00	0	\$0.00	20.15	\$8,060.00	0	\$0.00	20.15	\$8,060.00
34	CONSTRUCT DRAINAGE STRUCTURE REGION CD-4C20	LN FT	\$500.00	0	\$0.00	0	\$0.00	0	\$0.00	0.00	\$0.00
35	CONSTRUCT DRAINAGE STRUCTURE REGION SPECIAL	EACH	\$2,500.00	1	\$2,500.00	0	\$0.00	0	\$0.00	1.00	\$2,500.00
36	CAPTAIN AGEABILITY	EACH	\$700.00	1	\$700.00	0	\$0.00	0	\$0.00	1.00	\$700.00
37	GEOTECHNICAL FILTER TYPE 3	EQ YD	\$2.75	45	\$123.75	0	\$0.00	0	\$0.00	45.00	\$123.75
38	RANDOM MIXED CLASS III	CU YD	\$10.00	1	\$10.00	0	\$0.00	0	\$0.00	1.00	\$10.00
39	CONCRETE CURB AND GUTTER REGION B24	LN FT	\$100.00	0	\$0.00	0	\$0.00	0	\$0.00	0.00	\$0.00
40	INSTALL CONTROL	LUMP SUM	\$1,000.00	0.10	\$100.00	0.50	\$500.00	0.40	\$400.00	0.60	\$600.00
41	EROSION CONTROL SUPERVISOR	EACH	\$80.00	4	\$320.00	7	\$560.00	5	\$400.00	16.00	\$1,280.00
42	EROSION CONTROL SUPERVISOR	LUMP SUM	\$1,350.00	0.10	\$135.00	0.30	\$405.00	0.20	\$270.00	0.60	\$810.00
43	SILT FENCE TYPE MS	LN FT	\$2.75	0	\$0.00	125	\$343.75	775	\$2,131.25	1,000.00	\$2,750.00
44	STORM DRAIN INLET PROTECTION	EACH	\$200.00	1	\$200.00	5	\$1,000.00	0	\$0.00	6.00	\$1,200.00
45	GEOMETRIC CONTROL LOG TYPE STRAW	LN FT	\$3.75	35	\$131.25	150	\$562.50	1,000	\$3,750.00	1,175.00	\$4,406.25
46	STABILIZED CONSTRUCTION EXIT	EACH	\$1,250.00	0	\$0.00	0	\$0.00	0	\$0.00	2.00	\$2,500.00
47	FERTILIZER TYPE 1	LN FT	\$1.50	7	\$10.50	52	\$77.40	320	\$480.00	379.00	\$567.90
48	SCREENED TOPSOIL BORROW (LV)	CU YD	\$35.00	0.00	\$0.00	0	\$0.00	0	\$0.00	2.00	\$70.00
49	FEEDING	ACRE	\$1,000.00	1	\$1,000.00	0	\$0.00	0	\$0.00	1.00	\$1,000.00
50	FEED MIXTURE 25-14-11	POUND	\$3.75	0	\$0.00	0	\$0.00	0	\$0.00	0.15	\$0.56
51	EROSION CONTROL BLANKETS CATEGORY 3	DO YD	\$3.25	11	\$35.75	830	\$2,696.50	1,107	\$3,597.75	2,968.00	\$9,690.00
52	HYDRAULIC MULCH MATRIX	POUND	\$1.00	0	\$0.00	0	\$0.00	0	\$0.00	0.15	\$0.15
53	4" DOUBLE GOLD LINE PAINT	LN FT	\$1.00	0	\$0.00	0	\$0.00	0	\$0.00	0.00	\$0.00
54	4" GOLD LINE PAINT	LN FT	\$1.50	0	\$0.00	500	\$750.00	300	\$450.00	800.00	\$1,200.00
ESTIMATED CONSTRUCTION COST				\$14,521.80		\$120,042.14		\$245,576.89		\$277,932.89	
CONSTRUCTION CONTINGENCY (10%)				\$1,552.20		\$12,864.81		\$24,557.67		\$27,792.88	
ESTIMATED TOTAL CONSTRUCTION COST				\$16,074.00		\$132,906.95		\$270,134.56		\$305,725.77	
ESTIMATED ENGINEERING, LEGAL, ADMINISTRATIVE COST				\$2,718.64		\$23,222.80		\$46,891.84		\$52,833.28	
TOTAL ESTIMATED PROJECT COSTS				\$18,792.64		\$156,129.75		\$317,026.40		\$358,559.05	

G.I.C.

MEMO TO: City Council

FROM: Public Works Commission

DATE: March 7, 2018

SUBJECT: Requests from Property Owners Outside Sewer District to Hookup to City Sewer

Please find below an excerpt of the Public Works Commission meeting from March 5, 2018 regarding requests from Moonlite Bay and residential home owner to hook up to City Sewer:

- 1. Review Request from Moonlite Bay to Hook Up to City Sewer System.** The discussion was started at the last PW meeting. Immediately after the last PW meeting, Tim Berg, Dave Schrupp and Ted Strand met with Jessie Eide to discuss Moonlite's request. Richard Eide spoke to the commission and stated it was the owner's preference to make a connection to the city sewer system rather than replace their existing septic system with another septic system due to the current complexities and costs of a newer system. To ground the reader, the city sewer line ends at City Hall and no near term plans exist to expand the system in the northerly direction. Any expansion north on County Road 66 would be coordinated with the County's plans to completely remove and replace the road surface on county road 66. The soonest this might happen is 2026 and perhaps could change in the coming years. Connecting to the city sewer would involve directional boring under the road ROW some 4,000 feet to connect to the city sewer line. Mr. Eide stated their request was for a system that was only dedicated to Moonlite Bay and not used by anyone else. All costs to install such a system would be paid by the user. Ted discussed the following requirements as he understood them: 1) Crosslake's MPCA permit would need to be modified to reflect this connection, 2) the system would have to be designed/approved by a Professional Licensed Engineer familiar with this type of project and 3) the county would have to submit a letter of approval for such a project to pass beneath the county road ROW. A plus to the project would be that removal of the existing system/drainfield would allow for runoff pond(s) to be constructed helping prevent storm water runoff to the lake from the property's parking lot and surrounding surfaces. **Motion by Melberg, 2nd by Tchida, all in favor to recommend to the council that Moonlite Bay be allowed to connect to the city sewer system. Connection fees need to be discussed/determined if approved by the council.**
- 2. Review Request from Property Owner at 37133 County Road 66 to Hook Up to City Sewer System.** The same requirements exist for this property owner as was discussed above in item 7. **Motion by Tchida, 2nd by Melberg, all in favor to recommend to the council that the resident be allowed to connect to the city sewer system. Connection fees need to be discussed/determined if approved by the council.**



Moonlite Bay
37627 County Road 66
PO Box 257
Crosslake, MN 56442

info@moonlitebay.com
www.MoonliteBay.com

Dear Mayor & Council Members,

We are writing to see if you would consider allowing us to connect to the cities sewer system. It is our understanding that the current expansion of the treatment plant will be able to handle the higher volume that we see at the busy times of year.

The question is how do we connect to the current system that stops somewhere near city hall. What we are proposing is a lift station on our property and a directional bore under the road way to connect us (and possibly Moonlite Square) to the system. We are just exploring the idea and would need to know if it is possible before we dig deeper and determine if it is financially feasible. With the added cost of the new regulations to commercial septic systems and their short life spans we see this as a possible option. Please feel free to contact me with any questions as this is, at this point, just an "idea" and obviously would require much planning before anything would move forward.

Thank You for your consideration,

Richard & Jessica Eide

City of Crosslake

From: Lee Fischer <Lee@manorconcrete.com>
Sent: Tuesday, February 27, 2018 5:23 PM
To: cityclerk@crosslake.net
Subject: Residence of Lee & Jan Fischer

Dear City of Crosslake,

I am requesting permission to hook up to the city sewer at my expense over near the fire station in the spring of 2018. My address is 37133 county road 66.

Please let me know what I need to do to get this approved. I am looking forward to hearing back from you, I appreciate your time.

Thank you,

Lee Fischer
Manor Concrete Construction Inc.

Cell : 612-685-3461
Office: 763-497-5420
lee@manorconcrete.com



Crosslake WWTF Improvement Project

Date: March 8, 2018
To: Public Works Committee/City Council
From: Mike Rardin, PE *MR*
Cc: Ted Strand - Public Works Director
Subject: Monthly Project Update

Project Description

The Project can generally be described as follows:

1. Pretreatment improvements including replacing the existing mechanical fine screen, addition of a self-priming grit pump, adding a new blower for the aerated grit removal system, and adding a new handrail and grating system.
2. Construct a new 82,000 gallon equalization basin.
3. Construct a new rapid mix manhole with ferric chloride addition.
4. Construct a new control structure to feed the final clarifiers.
5. Construct a new effluent metering manhole.
6. Miscellaneous electric actuator valve replacements.
7. Re-routing the existing WAS line into the biosolids storage tanks.
8. Furnish and install new blowers for the existing aerated biosolids storage tank
9. Furnish and install a new backwash blower
10. Construct a 30,000 gallon backwash supply water storage tank.

Work Progress - Third Project Update

On September 15, 2017 the City of Crosslake awarded the 2017 Waste Water Treatment Plant Improvement Project to Eagle Construction Company, Inc. of Little Falls, MN for the amount of \$2,227,000.00. The contractor began to mobilize equipment and materials to the site on October 5 in order to prepare for the construction of the treatment plant improvements.

October - excavation for the new water storage tank and also the new equalization basin was completed. Dewatering equipment was used to pump down the ground water in order for the contractor to work in a dry trench. With the trench dry, concrete forms and tied rebar for the main slabs for both tanks were placed.

November - the contractor focused on concrete work for the equalization basin and the water storage tank. They poured the main slabs and sump areas for both tanks. The contractor used a concrete pump truck to effectively place the concrete. A heat tent was used to protect the concrete from the cold weather to allow for it to properly cure. Concrete forms and tied rebar for the water tank walls were placed by month's end with the concrete pour scheduled to be done in December. Field Order #1, adding rebars to the Water Storage Tank base slab was issued. Details and costs for BMI Proposal Request #1, RAS piping relocation, and Eagle Proposal Request #1, oxidation ditch drain piping relocation, were developed.

December - the contractor continued progress on the two tanks. Concrete was poured at the beginning of the month for the walls of both structures. Installation of process piping was started and various plant upgrades were made which will continue to progress throughout the winter. These changes are necessary to begin to incorporate the new equalization basin into the existing treatment system and to improve the operation and functionality of the current plant. A cost of \$2,464.93 for BMI Proposal Request No. 2 to replace three (3) RAS pump inlet valves was obtained. These valves were recently identified as failing when the RAS pumps were replaced as part of the basement flood work (expected to be covered by

insurance). These valves were found to be corroded beyond use. The corrosion is thought to be based on previous ferric chloride overdosing and not a result of the flood, therefore not insurance eligible; the current project revises the ferric chloride feed to prevent overdosing. Overdosing is problematic as it wastes chemical (increasing costs) and is very corrosive to metal at high concentrations. A proposal was sent to Eagle to replace these since they are on-site. The proposed cost is considered reasonable for replacement of these three valves.

January - the contractor focused on equalization basin work. The contractor poured the lid and interior columns for the structure. By month's end they had started the concrete work for the outlet control structure located at the south end of the basin. In addition, process pipe installation to and from the basin continued through the month. Field Order #1 and #2 changes (details below) were authorized by BMI. Finally, it was determined that insulating process piping with a bury depth of less than seven (7) feet was necessary. BMI requested and the Contractor provided a proposal in the amount of \$1,822.51 for piping insulation between the equalization basin and the oxidation ditches. The Eagle proposal and cost is considered reasonable. Insulation costs elsewhere, if needed, remain to be determined.

February - the contractor constructed the top slab of the Water Storage Tank, EQ Basin coatings, pumps, and process piping, and blower and air piping.

Contract changes are summarized in the "Costs" section below.

Project Schedule

Based on the contractor's proposed schedule (**attached - Project Schedule - 02.02.18**), overall construction is estimated to take about forty (40) weeks - with a projected substantial completion date of August 31, 2018. Based on the contractor's proposed schedule, the following is a brief summary of future construction activities:

March - completion and startup of EQ Basin, Filter Room valve replacements, Pre-Treatment Building piping modifications, Mechanical Fine Screen installation, and Pre-Treatment Building stairs, railings, and grating, and blower and air piping.

April - Filter Room valve replacements, Pre-Treatment Building piping modifications, Mechanical Fine Screen installation, blower and air piping, 6" water main from Water Storage Tank to loadout, and water main from Water Storage Tank to clarifier, and 4" water main from well to Water Storage Tank.

May - Water Storage Tank pump installation and control structure concrete and piping.

June - Rapid Mix Manhole and piping construction, Meter Manhole and piping construction, and Sludge Storage Tank piping and modifications.

July - blower and air piping, Sludge Storage Tank piping and modifications.

August - Site Grading/ Fencing/ Restoration and punchlist items.

Scheduling of the SCADA and control system and associated electrical work remains undetermined due to equipment procurement difficulties. Equipment has been designed and ordered, but there is a 10 to 20 week window for delivery due to nationwide demand for this type of equipment. Of most importance, the EQ Basin is essentially complete and will be in operation for the St. Patrick's Day weekend in the City.

The contractor generally appears to be on the schedule they proposed for this project. No schedule concerns are noted at this time.

Completion Dates

The contract calls for substantial completion (defined as operation of all new structures and equipment with the ability to treat wastewater as intended) by August 31, 2018.

Costs

Construction costs to date for the waste water portions of the project have increased approximately \$12,413.30 due to the following:

Item	Cost
1 - Field Order #1 - Add Rebar: Water Storage Tank Base Slab	\$ 424.00
2 - Field Order #2:	
A - RAS Piping Relocation to EQ Basin	\$ 11,923.13
B - Remove and Replace Three (3) Four Inch Plug Valves	\$ 2,464.93
C - Relocate 6" Oxidation Ditch Drain Line	\$ (4,221.27)
3 - Field Order #3 - Pipe Insulation (Eq Basin to Oxidation Ditch)	\$ 1,822.51
4 - Relocate 6" RW Piping to South Oxidation Ditch	TBD
5 - Pipe Insulation (extra as needed)	TBD

The following information is provided for the items identified above:

1. During construction review of the Water Storage Tank plans, additional rebars were needed for the base slab - cost determined to be \$424.00.
- 2.A Staff found the existing 6" RW piping to be improperly installed and full of solids. As a result, it was decided the existing RAS piping should be relocated / extended to the EQ Basin to avoid future use of this piping - cost estimated at \$11,923.13.
- 2.B RAS pump inlet isolation valves (3) have been identified by staff as failing. These can be replaced as a part of the project - cost determined to be \$2,464.93.
- 2.C The oxidation ditch drains are being relocated to a location which avoids a building conflict - contractor has offered a credit (deduct) of \$4,221.27 for this change.
3. EQ Basin and Oxidation Ditch pipe connections will result in less than 7-ft of bury depth. To prevent freezing, 4-inch thick insulation 4-ft wide is to be placed over these pipes where there is less than 7-ft of cover.
4. The new 12" EQ basin pipe appears to conflict with the existing 6" RW pipe to the south oxidation ditch. No records from the original construction plan were found during design or by City staff that show the RW pipe elevation. The 6" RW pipe will be raised / reinstalled when it is encountered - cost to be determined at that time.
5. Some existing tank and pipe connections will result in less than 7-ft of bury depth. To prevent freezing, 4-inch thick insulation 4-ft wide is to be placed over pipe locations with less than 7-ft of cover - costs to be determined where situation encountered.

Field Orders #1 thru #3 changes have been reviewed by staff and City Council and found to be acceptable. These changes have been authorized by BMI and have been incorporated into pay requests as appropriate. Piping changes and additional insulation costs, listed in the table above, remain to be determined.

A construction allowance of \$75,000 to pay for possible contract changes was incorporated into the construction contract for this project. So far, \$12,413.30 has been charged towards that allowance.

Well construction has been completed and final costs are \$67,940, which is \$455 less than contracted for.

Engineering services for the project have been continuing as agreed to according to the existing "Not to Exceed" contract. No cost changes are anticipated at this time.

Total project costs to date and estimated final costs can be summarized as follows:

Total Estimated Project Cost	Original Cost	Changes	Costs to Date	Estimated Final Amounts
WWTF Construction	\$ 2,152,000	\$ 12,413	\$751,641	\$ 2,164,413
Well Construction	\$ 68,395	\$ (455.00)	\$ 67,940	\$ 67,940
Engineering	\$ 198,400	\$ (514.00)	\$179,339	\$ 197,886
Totals	\$ 2,418,795	\$ 11,444	\$998,919	\$ 2,430,239
Other City Costs (pre 2018)			\$188,016	\$2,618,255

Please see project cost summary (**attached - Project Cost Summary - 03.08.18**) for project cost details.

Attachments

1. Project Schedule - 02.02.18
2. Project Cost Summary - 03.08.18

City of Crosslake
Waste Water Treatment Facility Project
 BMI Project # - M25.113425

Project Cost Summary
 March 8, 2018

Item	Contract Amounts	Changes	Estimated Final Amounts
Eagle - Construction Costs			
Construction	\$ 2,152,000.00		\$ 2,152,000.00
Allowance	\$ 75,000.00		
Contract Changes			
1 - Field Order #1 - Add Rebar: Water Storage Tank Base Slab		\$ 424.00	\$ 424.00
2 - Field Order #2:			
BMI Proposal Request #1 - RAS Piping Relocation to EQ Basin		\$ 11,923.13	\$ 11,923.13
BMI Proposal Request #2 - Remove and Replace Three (3) Four Inch Plug Valves		\$ 2,464.93	\$ 2,464.93
Eagle Proposal Request #1 - Relocate 6" Oxidation Ditch Drain Line		\$ (4,221.27)	\$ (4,221.27)
3 - Field Order #3 - Pipe Insulation (Eq Basin to Oxidation Ditch)		\$ 1,822.51	\$ 1,822.51
4 - Relocate 6" RW Piping to South Oxidation Ditch		TBD	TBD
5 - Pipe Insulation (additional - as needed)		TBD	TBD
Totals	\$ 2,227,000.00	\$ 12,413.30	\$ 2,164,413.30

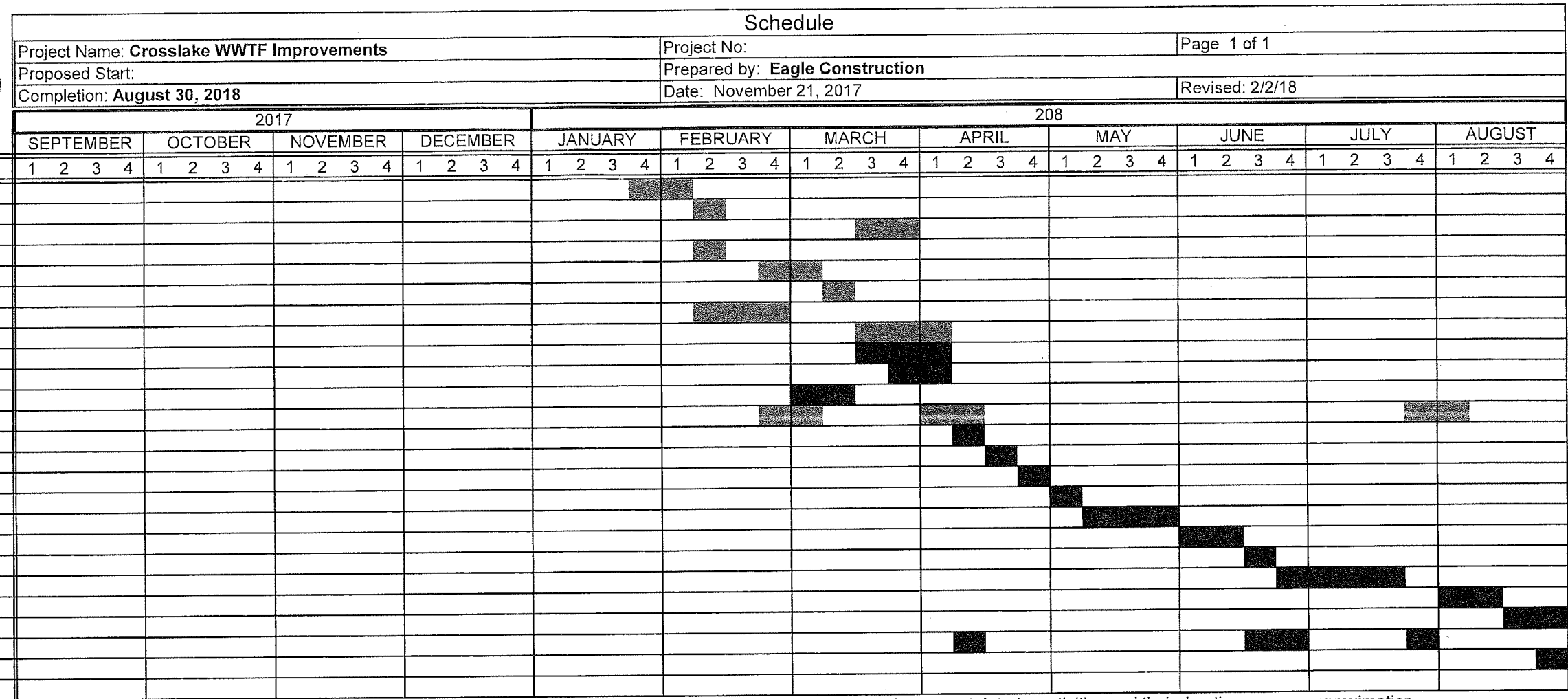
Pay Request # / Date	#6 - 02/26/18		
Eagle - Work Completed to Date	\$ 751,640.50		
Eagle - Paid to Date	\$ 533,707.63		
Eagle - Retainage	\$ 37,582.03		
Eagle - Pay Request	\$ 180,350.85		

Item	Contract Amounts	Changes	Final Amounts
Blue Water Wells - Construction Costs			
Construction	\$ 68,395.00	\$ -	\$ 68,395.00
Contract Changes			
1 - Test Pump		\$ (2,000.00)	\$ (2,000.00)
2 - Water Analysis		\$ (1,750.00)	\$ (1,750.00)
3 - Casing		\$ (1,080.00)	\$ (1,080.00)
4 - Open Hole		\$ (1,125.00)	\$ (1,125.00)
5 - Increase Pump and Casing Sizes (to 500 gpm capacity)		\$ 5,500.00	\$ 5,500.00
Totals	\$ 68,395.00	\$ (455.00)	\$ 67,940.00
Pay Request # / Date	#1 (Final) - 9/18/17		\$ 67,940.00

Item	Contract Amount	Changes	Cost to Date	Estimated Final Amounts
BMI - Design Costs				
Task 1 - Site Work Design	\$ 8,400.00	\$ (9.00)	\$ 8,391.00	\$ 8,391.00
Task 2 - Waste Water Facility Design	\$ 82,000.00	\$ -	\$ 82,000.00	\$ 82,000.00
Task 3 - Bidding Services	\$ 8,000.00	\$ (505.00)	\$ 7,495.00	\$ 7,495.00
Task 4 - Water Supply Well and Storage Tank Design (Alternate)	\$ 30,000.00	\$ -	\$ 30,000.00	\$ 30,000.00
BMI - Construction Observation Costs	\$ 70,000.00	\$ -	\$ 51,452.93	\$ 70,000.00
Totals	\$ 198,400.00	\$ (514.00)	\$ 179,338.93	\$ 197,886.00

Total Estimated Project Cost	Original Cost	Changes	Costs to Date	Estimated Final Amounts
WWTF Construction	\$ 2,152,000.00	\$ 12,413.30	\$ 751,640.50	\$ 2,164,413.30
Well Construction	\$ 68,395.00	\$ (455.00)	\$ 67,940.00	\$ 67,940.00
Engineering	\$ 198,400.00	\$ (514.00)	\$ 179,338.93	\$ 197,886.00
Totals	\$ 2,418,795.00	\$ 11,444.30	\$ 998,919.43	\$ 2,430,239.30

Other Related City Costs:			Costs to Date	Estimated Final Amounts
City costs prior to 2016 - WIP at 12/31/2016			\$ 142,416.61	\$ 142,416.61
Other 2017 City Costs - USA Bluebook, Fiber Upgrades, Elite Fence and Deck, Etc			\$ 45,599.90	\$ 45,599.90
Totals			\$ 188,016.51	\$ 188,016.51
		TOTAL CITY COSTS	\$ 1,186,935.94	\$ 2,618,255.81



*** Disclaimer: Construction schedule is for informational purposes only subject to alterations by contract amendment. Contractual dates are as specified in the Contract Agreement. Interim activities and their durations are an approximation and not contractual.