

**AGENDA
REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, JANUARY 8, 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. ORGANIZATIONAL MEETING APPOINTMENTS

1. Designate Acting Mayor – (Council Action-Motion)
2. Appointment of 2-Ex Officios to the Fire Relief Association (Mayor and Finance Director/Treasurer) (Council Action-Motion)
3. Approve Schedule of Regular Council Meetings – (2nd Monday of Month at 7:00 P.M.) (Council Action-Motion)
 - a. Change Date of November Council Meeting to Tuesday, November 13th Due to Observance of Veteran's Day (Council Action-Motion)
4. Appointment of City Engineer (Council Action-Motion)
 - a. Letter dated November 22, 2017 from Bolton & Menk
 - b. Letter dated January 4, 2018 from WSN
5. Memo dated January 3, 2018 from Mayor Norgaard Re: Commission Appointments (Council Action-Motion)

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

1. Public Information Meeting Minutes of December 11, 2017
2. Regular Council Meeting Minutes of December 11, 2017
3. City – Month End Revenue Report dated December 2017
4. City – Month End Expenditures Report dated December 2017
5. December 2017 Budget to Actual Analysis
6. Pledged Collateral Report dated December 31, 2017
7. Official Depositories – (Frandsen Bank, BlackRidge Bank, 4M Fund)
8. Designate Signatories on City Checking and Savings Accounts – (Mayor, Acting Mayor, Finance Director/Treasurer, and City Clerk)
9. Appointment of Legal Services
 - a. Civil (Breen & Person)
 - b. Labor (Johnson, Killen & Seiler)
 - c. Prosecuting (Mallie)
 - d. Bond Counsel (Briggs & Morgan)
 - e. Bond Advisor (David Drown Associates)
10. Approve 2018 Mileage Reimbursement Rate (Current IRS Amount is \$0.545)
11. Approve Weed Inspector – (Mayor Norgaard)
12. Approve Assistant Weed Inspector – (Ted Strand)
13. Police Report for Crosslake – December 2017

14. Police Report for Mission Township – December 2017
15. 2017 Annual Police Report for Crosslake
16. 2017 Annual Police Report for Mission Township
17. Fire Department Report – December 2017
18. Planning and Zoning Monthly Statistics
19. Planning and Zoning Commission Meeting Minutes of November 13, 2017
20. Crosslake Park/Library Commission Meeting Minutes of November 29, 2017
21. Crosslake Park/Library Commission Meeting Minutes of December 5, 2017
22. Crosslake Roll-Off Recycling Report for December 2017
23. Waste Partners Recycling Report for November 2017
24. Pay Request No. 4 from Eagle Construction for WWTF Improvements in the Amount of \$175,242.70
25. Memo dated 1/3/18 from City Clerk Re: Group Transient Merchant Permit
26. Bills Paid from 12/12/17 to 12/31/17
27. Resolution Accepting Donations
28. Bills for Approval

D. MAYOR'S REPORT

1. "If I Were Mayor for a Day" Essay Readers from Crosslake Community School
 - a. Elizabeth Berglund
 - b. Jayda Anderson
2. Proclamation Commemorating City of Crosslake School Choice Week

E. CITY ADMINISTRATOR'S REPORT

1. Memo dated January 3, 2018 from the Personnel Committee Re: Recommendation for Employee Manual Updates (**Council Action-Motion**)
2. Memo dated January 8, 2018 from City Administrator Re: Recommendation to Approve Preliminary Review of Pay Equity Report and Authorization to File Report (**Council Action-Motion**)
3. Memo dated January 3, 2018 from City Clerk Re: Ordinance Amendment Changing City Council Salaries Effective 1/1/2019 (**Council Action-Motion**)
4. CTCIT Agreement for Information Technology Management Services Effective 1/1/18 (**Council Action-Motion**)
5. Resolution to Acquire Tax Forfeit Land (**Council Action-Motion**)
6. Resolution to Allow County to Reclassify Parcel as Non-Conservation (**Council Action-Motion**)

F. COMMISSION REPORTS

1. PARK AND RECREATION
 - a. Staff Report dated January 3, 2018 from Jon Henke Re: Birch Narrows Right of Way Encroachment (**Council Action-Motion**)
2. PUBLIC WORKS/SEWER/CEMETERY
 - a. Memo dated January 3, 2018 from Bolton & Menk Re: Monthly Sewer Project Update (Council Information)

G. CITY ATTORNEY REPORT

H. OLD BUSINESS

I. NEW BUSINESS

J. 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.

K. ADJOURN



Real People. Real Solutions.

B. 4. a.
7656 Design Road
Suite 200
Baxter, MN 56425-8676

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

November 22, 2017

Ted Strand, Public Works Director
City of Crosslake
37028 County Road 66
Crosslake, MN 56442

RE: Proposal for 2018 City Engineering Services

Dear Mr. Strand:

During 2017 the City of Crosslake decided to switch municipal engineering consultants and offered us the opportunity to begin to provide those services. We understand change does not necessarily happen without some stress and effort. We have tried to make this consultant transition occur as seamlessly as possible and hope we have met your expectations in that regard. In addition to transition activities, we have attended a variety of meetings and provided a number of services (summarized below) as part of our 2017 municipal services.

2017 Summary of Services

The following listing summarizes services we provided during 2017:

Transition Activities - (No City cost). We obtained, recorded, and reviewed various City ordinances, policies, and documents; we obtained, scanned, and recorded past construction plans and related documents provided by the City; and, we requested information regarding insurance and street inventory / management needs. Most transition activities are complete, but some final minor activities are still expected to occur.

Meetings - (No City cost). We attended all regular and special City Council meetings, as well as all City Commission and Committee meetings, as requested.

Routine Communications - (No City cost). We participated in various discussions, phone calls, and emails regarding various administrative, engineering and public works matters as part of our normal work duties.

General Engineering Services - (Mostly done at no cost or a reduced rate). We participated in the following activities:

1. Reviewed and provided comments on the proposed NSP/Xcel Energy Franchise Agreement
2. Provided a draft pavement crack sealing Request For Proposals (RFP) for City use
3. Provided an evaluation and recommendations regarding the City's salt storage facility
4. Provided information regarding potential expansion of the City's Public Works Facility

5. Provided Right of Way Management information and advice to staff and the Public Works Commission
6. Evaluated Memorial Day WWTF flood impacts and participated in repairs to the facility
7. Provided layouts, preliminary engineering information, and project development advice regarding the Perkins Road project

Development Activities - (Reduced and normal rate fees). We participated in reviewing and commenting on the following development projects:

1. Siemers Carwash
2. Golf View Townhomes
3. A number of lot splits

Pavement Management Plan - (No City cost). We obtained some street inventory and mapping information. We are waiting to acquire requested information and for the Comprehensive Plan to be completed so we can do our work. We developed and presented a draft 5 year street and trail plan based on current information provided by the City.

Capital Projects - (Reduced and normal rate fees). We participated in the following capital projects:

1. Development of the City's WWTF rehabilitation project currently under construction and scheduled for completion during 2018
2. Provided layouts, preliminary engineering information, and project development advice regarding the Perkins Road project

2018 Proposal and Fees

The 2017 team proposed to serve the City of Crosslake was chosen based on their ability to best understand and meet the needs of the City, as well as provide the services proposed. Services for 2018 would be delivered with the same team and fees as proposed for 2017.

Anticipated 2018 Activities

Based on current activities and discussions, the following Public Works activities may be pursued during 2018:

1. Completion of the Wastewater Treatment Facility Project
2. Perkins Road right of way acquisition and construction
3. Development of an NSP/Xcel Energy Franchise Ordinance
4. Development of a Right of Way Management Ordinance
5. Completion of a crack sealing RFP
6. Evaluate current wastewater system and consider possible expansion options
7. Development of a Pavement Management Plan
8. Development of long term asset management plans and associated CIP

Bolton & Menk, Inc. wishes to continue providing municipal engineering services for the City of Crosslake and feels that our 2018 proposal will provide a solid economical approach for delivery of those services. We will continue to meet the needs of the City in a timely, cost-effective, and quality-based

Name: City of Crosslake
Date: November 22, 2017
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manner. Mike Rardin will continue to serve as your City Engineer and lead client contact and I will support Mike to provide a secondary client contact for the City. Please contact Mike at 218-232-6536 or michaelra@bolton-menk.com if you have any questions regarding our proposal.

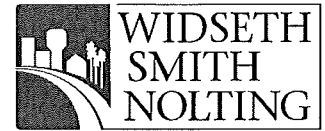
Respectfully submitted,

Bolton & Menk, Inc.

A handwritten signature in black ink, appearing to read "P. Martin", written over the company name.

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

cc: Patty Norgaard, Mayor - City of Crosslake
Mike Lyonais, City Administrator / Treasurer



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

218.829.5117
218.829.2517
Brainerd@wsn.us.com

WidethSmithNolting.com

January 4, 2018

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

RE: WSN ENGINEERING/SURVEYING – END-OF-YEAR RECAP

Dear Mayor and Members of the City Council:

We wish to express our thanks to the City Council and Staff for the opportunity to serve the City of Crosslake this past year. We are extremely appreciative of the ongoing relationships we have with the City, and the people within the community. We wish to provide this letter as a means of summarizing the services completed this past year, and work that will continue into 2018.

PROJECT RECAP FOR 2017

STREETS

- The 2017 Street Improvements were substantially completed, and included pavement resurfacing of Anchor Point Road, Milinda Shores Road, and a portion of Tamarack Road. These projects will conclude next spring with completion of remaining punch list items. Retainage currently being held will be released at that time to complete project close-out with DeChantal Excavating.

TRAILS

- The Anchor Point Road improvements included a 6-foot wide extended shoulder for pedestrian and bicycle use. We received many positive comments from residents during the construction who were pleased with this enhancement to the roadway.

BRIDGES

- The new Dream Island Bridge was opened to traffic ahead of schedule and on budget. Reimbursement from the State bridge bond account has been approved for all project costs thus far (\$514,289.89) which accounts for the \$20,000 local share per the Bridge Bond Agreement. The project will be completed next spring when a special colored surface texture coating can be applied to concrete surfaces, channel cleanup, rip rap, turf items, and paving will be finished.

PROJECTS FOR 2018

WSN is completing plans, specifications, and contract documents for the Manhattan Point Boulevard and Trail, Shadywood Street, a portion of Summit Avenue, and the City Hall parking lot and entrance drive. Meetings with utility companies have been completed, a project letter was mailed to individual property owners, and an open house was held to review proposed improvements with residents. A project web page link has been established on the City's web page for those interested. WSN is working with Crow Wing County in conjunction with the Manhattan Point Boulevard project to improve storm water runoff and water quality from the CSAH 66 corridor.

HOW WE ARE CONTRIBUTING TO THE COMMUNITY IN OTHER WAYS

WSN is very proud to be a Crosslake community partner. Since 1996, we have been a steadfast supporter of Crosslake, its businesses, and its residents. We enjoy being an integral team partner in the planning and promotion of community initiatives and commerce. Perfect examples of these efforts include our partnership with the LAKE foundation and the Crosslake Community School. In the past year, we have contributed toward the long-range planning and connectivity of roadways, trails, and sidewalks that will enhance recreation and business. Our firm is also very proud to be promoting commercial growth opportunities within the community, including the Downtown Commercial District and Town Square. The link between business and the natural environment cannot be understated. We are excited to have prepared conceptual plans and videography for the National Loon Center, and are enthused by the energy of the people we are working with to see Crosslake benefit and grow.

CITY ENGINEERING

WSN has stood with the City through good times and bad, not just when there's a project being contemplated. Through growth periods and recessions, we have helped develop and implement the City's goals, and prepared the key information the City has needed to plan and budget for maintaining its infrastructure. As the Council considers its organizational appointments for 2018, we respectfully ask that you think about these qualities that we offer to you.

Sincerest Regards,

WIDSETH SMITH NOLTING and ASSOCIATES



David S. Reese, P.E.
Vice President

WIDSETH SMITH NOLTING



2018 FEE SCHEDULE

CLASSIFICATION	HOURLY RATE
<u>Engineer/Architect/Surveyor/Scientist/Wetland Specialist/Geographer</u>	
Level I	\$100.00
Level II	\$120.00
Level III	\$145.00
Level IV	\$155.00
Level V	\$175.00
<u>Technician</u>	
Level I	\$ 65.00
Level II	\$ 85.00
Level III	\$100.00
Level IV	\$115.00
Level V	\$127.00
Computer Systems Specialist	\$125.00
Senior Funding Specialist	\$115.00
Marketing Specialist	\$100.00
Funding Specialist	\$ 85.00
Administrative Assistant	\$ 60.00

OTHER EXPENSES	RATE
Mileage (Federal Standard Rate) <i>subject to IRS Guidelines</i>	
Meals/Lodging	Cost
Stakes & Expendable Materials	Cost
Waste Water Sampler	\$40.00/Day
ISCO Flow Recorder	\$60.00/Day
Photoionization Detection Meter	\$80.00/Day
Explosimeter	\$50.00/Day
Product Recovery Equipment	\$35.00/Day
Survey-Grade GPS (Global Positioning System)	\$75.00/Hour
Mapping GPS (Global Positioning System)	\$150.00/Day
Soil Drilling Rig	\$35.00/Hour
Groundwater Sampling Equipment	\$75.00/Day
Subcontractors	Cost Plus 10%

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

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

B. 5.

MEMO TO: City Council
FROM: Mayor Norgaard
DATE: January 3, 2018
SUBJECT: Commission Appointments

I hereby recommend the following appointments:

Planning and Zoning

Mark Wessels – appointment to 1st 3-year term ending 1/31/2021
Mark LaFon – appointment to 2nd 3-year term ending 1/31/2021

Park and Recreation/Library

Don Christner – appointment to 1st 3-year term ending 1/31/2021
Jim Talbott – appointment to 1st 3-year term ending 1/31/2021

Public Works

Mic Tschida – appointment to 1st 3-year term ending 1/31/2021

Economic Development Authority

Roger Roy – appointment to 1st 6-year term ending 1/31/2024

C.1.

PUBLIC INFORMATION MEETING
CITY OF CROSSLAKE
MONDAY, DECEMBER 11, 2017
6:00 P.M. – CITY HALL

The Council for the City of Crosslake met in a Special Session on December 11, 2017. The following Council Members were present: Mayor Patty Norgaard, Gary Heacox, Brad Nelson, Dave Schrupp and Dave Nevin. Also present were City Administrator Mike Lyonais, City Clerk Char Nelson, Public Works Director Ted Strand, Fire Chief Chip Lohmiller, City Engineer Mike Rardin, Echo Publishing Reporter Theresa Bourke, and Northland Press Reporter Bill Monroe. There were four people in the audience.

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

Mr. Lyonais reviewed a request from Park Director Jon Henke to spend down reserves for new fitness equipment in 2018. The levy which was presented reflected a 5% increase over the 2017 levy, which is a 2% decrease from the last budget meeting held on 10/23/17. Mike Lyonais reported that according to the MN Department of Revenue, the average preliminary levy increase for cities in Minnesota is 6.8% for 2018.

Reported Bill Monroe addressed the Council and asked if the information, that was recently sent from Crow Wing County regarding estimated tax rates, was overestimated. Mike Lyonais explained that the rates used on the Proposed Taxes 2018 document that the County mailed were based on the preliminary numbers that the Council approved in September, which showed an increase of 7% over the 2017 tax levy. If the Council approves the levy as presented, actual taxes will be slightly lower than the estimate.

MOTION 12S1-01-17 WAS MADE BY DAVE SCHRUPP AND SECONDED BY BRAD NELSON TO ADOPT RESOLUTION NO. 17-30 APPROVING THE FINAL 2017 TAX LEVY COLLECTIBLE IN 2018 AS PROPOSED TOTALING \$3,692,137 WHICH IS A 5% INCREASE OVER LAST YEAR. MOTION CARRIED WITH ALL AYES.

MOTION 12S1-02-17 WAS MADE BY PATTY NORGAARD AND SECONDED BY GARY HEACOX TO APPROVE THE 2018 CITY REVENUE BUDGET TOTALING \$5,541,308 AND THE 2018 EXPENDITURE BUDGET TOTALING \$7,316,820. MOTION CARRIED WITH ALL AYES.

There being no further business at 6:07 P.M., the Mayor adjourned the meeting.

Respectfully Submitted,

Charlene Nelson
City Clerk
City Clerk/Minutes/12-11-17 Special Meeting

C.2.

**REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, DECEMBER 11, 2017
7:00 P.M. – CITY HALL**

The Crosslake City Council met in the Council Chambers of City Hall on Monday, December 11, 2017. The following Council Members were present: Mayor Patty Norgaard, Dave Nevin, Gary Heacox, Brad Nelson and Dave Schrupp. Also present were City Administrator/Treasurer Mike Lyonais, Police Chief Erik Lee, Fire Chief Chip Lohmiller, Public Works Director Ted Strand, Land Service Specialist Jon Kolstad, Land Survey/Planning Coordinator Paul Herkenhoff, City Attorney Brad Person, City Engineer Mike Rardin, Northland Press Reporter Bill Monroe, and Echo Publishing Reporter Theresa Bourke. There were approximately forty 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 12R-01-17 WAS MADE BY GARY HEACOX AND SECONDED BY DAVE NEVIN TO APPROVE THE ADDITIONS TO THE AGENDA. MOTION CARRIED WITH ALL AYES.

B. CONSENT CALENDAR – MOTION 12R-02-17 WAS MADE BY DAVE SCHRUPP AND SECONDED BY GARY HEACOX TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR:

1. Special Council Meeting Minutes of November 13, 2017
2. Regular Council Meeting Minutes of November 13, 2017
3. City – Month End Revenue Report dated November 2017
4. City – Month End Expenditures Report dated November 2017
5. November 2017 Budget to Actual Analysis
6. Pledged Collateral Report dated November 30, 2017
7. Memo dated December 11, 2017 from Mike Lyonais Re: Tax Increment Financing Reimbursement
8. Police Report for Crosslake – November 2017
9. Police Report for Mission Township – November 2017
10. Fire Department Report – November 2017
11. North Memorial Ambulance Report – November 2017
12. Planning and Zoning Monthly Statistics
13. Planning and Zoning Commission Meeting Minutes of October 27, 2017
14. Public Works Meeting Minutes of October 2, 2017
15. Pay Request No. 3 from Eagle Construction Co., Inc. for WWTF Improvements in the Amount of \$142,974.05
16. Pay Request No. 3 from Redstone Construction for Dream Island Bridge in the Amount of \$53,394.51
17. Crosslake Roll Off Recycling Report for November 2017
18. Waste Partners Recycling Report for October 2017
19. EDA Meeting Minutes of November 2, 2017
20. Crosslake Park/Library Commission Meeting Minutes of 11/1/17
21. Resolution No. 17-31 Accepting Donations
22. Kitchigami Regional Library System Service Contract with City of Crosslake for 2018
23. Memo dated December 6, 2017 Re: 2018 Fee Schedule

24. Application for Outdoor Public Fireworks Display for WinterFest 2018
 25. Letter dated November 17, 2017 from Louise Stommes Regarding Sewer Rate Increase
 26. Memo dated December 5, 2017 from City Clerk Re: Retroactive Approval of Bills for Payment
 27. Bills for Approval in the Amount of \$133,054.49
 28. Memo dated December 11, 2017 from City Clerk Re: Zoning Administrator and Signatories
 29. Additional Bills for Approval in the Amount of \$18,396.96
- MOTION CARRIED WITH ALL AYES.

C. PUBLIC FORUM – Jess Eide of 38083 County Road 66 presented a check to the City in the amount of \$1,113.00 on behalf of the PAL Foundation for benches.

Dan Heggerston of 35533 Sand Point Drive addressed the Council to state his opinion regarding an item in the packet regarding the Lutheran Social Services food transporter position which is currently held by a City employee. Mr. Heggerston asked that the Council not grant approval of the request because it is not ethical for a government employee to hold another job during normal working hours.

Public Works Director Ted Strand reported that a good Samaritan paid for his meal at a restaurant over the weekend and he thanked the anonymous person.

City Engineer Mike Rardin addressed the Council and stated that he was confused as to the role of Bolton & Menk. This packet included a proposal from WSN to complete the 2018 Road Inventory. Mr. Rardin explained that Bolton & Menk would produce a Pavement Management Plan as part of their services at no cost to the City. Mr. Rardin requested that the Council, staff and engineer meet to discuss their role moving forward.

D. MAYOR'S REPORT –

1. Three students, Austin Ballis, Taylor Max, and Emma Schott, from the Crosslake Community School read their essays, "If I Were Mayor for a Day". Mayor Norgaard presented the students with Friends of the City certificates.

E. CRITICAL ISSUES

1. Cindy Myogeto of the Chamber and Jess Eide of the WinterFest Committee gave an update on the scheduled activities for the WinterFest to be held February 1-3, 2018. MOTION 12R-03-17 WAS MADE BY DAVE NEVIN AND SECONDED BY GARY HEACOX TO APPROVE THE PUBLIC TASTING OF SOUP IN THE CITY OF CROSSLAKE ON FEBRUARY 3, 2018. MOTION CARRIED WITH ALL AYES.
2. Corrine Hodapp of the U. S. Army Corps of Engineers appeared before the Council to give a brief history of the Corps responsibilities and a recap of the 2017 activities and traffic counts.
3. Carla White of 12186 Ginseng Patch Road read a resolution on behalf of the Crosslakers regarding the National Loon Center. MOTION 12R-04-17 WAS MADE BY GARY HEACOX AND SECONDED BY DAVE SCHRUPP TO APPROVE RESOLUTION NO. 17-32 SUPPORTING THE DEVELOPMENT OF THE NATIONAL LOON CENTER. MOTION CARRIED WITH ALL AYES.

F. CITY ADMINISTRATOR'S REPORT

1. Mike Lyonais reported that the City's official newspaper, Northland Press, would be closing their offices from December 23, 2017 through January 8, 2018. Included in the packet was a letter from the Pine and Lakes Echo Journal, requesting that the City appoint them as the official newspaper for 2018. Mr. Lyonais stated that the City would need to have an alternate publishing source during the two weeks that the Northland Press is closed, should there be a legal notice to publish. MOTION 12R-05-17 WAS MADE BY DAVE NEVIN AND SECONDED BY DAVE SCHRUPP TO APPOINT BOTH THE NORTHLAND PRESS AND THE PINE AND LAKES ECHO JOURNAL AS OFFICIAL NEWSPAPERS FOR 2018. MOTION CARRIED WITH ALL AYES.
2. Mike Lyonais reported that the City will receive \$8,830.43 from the MN Department of Public Safety Homeland Security and Emergency Management Office for partial reimbursement of the cost of the 2017 wind storm.
3. MOTION 12R-06-17 WAS MADE BY PATTY NORGAARD AND SECONDED BY BRAD NELSON TO APPROVE THE STAFFING AGREEMENT WHICH ALLOWS CITY STAFF TO RECEIPT FUNDS FROM NJPA IN THE AMOUNT OF \$7,680 AND TO DISPERSE FUNDS TO THE UNIVERSITY OF MINNESOTA IN THE AMOUNT OF \$7,680 FOR RESEARCH OF THE NATIONAL LOON CENTER FEASIBILITY STUDY. MOTION CARRIED WITH ALL AYES.
3. MOTION 12R-07-17 WAS MADE BY BRAD NELSON AND SECONDED BY DAVE SCHRUPP TO REMOVE CHIEF ERIK LEE FROM PROBATION STATUS. MOTION CARRIED WITH ALL AYES.

MOTION 12R-08-17 WAS MADE BY GARY HEACOX AND SECONDED BY DAVE SCHRUPP TO REMOVE OFFICER TONY MARKS FROM PROBATION STATUS. MOTION CARRIED WITH ALL AYES.

MOTION 12R-09-17 WAS MADE BY DAVE SCHRUPP AND SECONDED BY GARY HEACOX TO ACCEPT RESIGNATION AND RETIREMENT LETTER FROM HEAVY EQUIPMENT/SEWER OPERATOR LEIGH MARTINEAU, EFFECTIVE 12/15/17. MOTION CARRIED WITH ALL AYES.

MOTION 12R-10-17 WAS MADE BY DAVE NEVIN AND SECONDED BY BRAD NELSON TO AUTHORIZE STAFF TO POST AND PUBLISH NOTICE OF EMPLOYMENT TO FILL VACANCY OF HEAVY EQUIPMENT/SEWER OPERATOR. MOTION CARRIED WITH ALL AYES.

Chief Erik Lee reported that after evaluating officers since he became Chief on 6/1/17 to determine who would make the best sergeant, his recommendation is to promote Officer Eric Swanson. MOTION 12R-11-17 WAS MADE BY DAVE NEVIN AND SECONDED BY BRAD NELSON TO PROMOTE OFFICER ERIC SWANSON TO SERGEANT EFFECTIVE 1/1/18 WITH A 6% PAY GRADE INCREASE AND 6 MONTH PROBATION PERIOD. Officer Eric Swanson thanked the Chief and Council for this opportunity and reported that he just celebrated his 20th anniversary as officer with the City. MOTION CARRIED WITH ALL AYES. Chief Lee presented stripes and chevrons to Eric Swanson.

5. Mike Lyonais requested that the Council reconsider the adjustment to his salary of 6%, as outlined in his memo dated 11/13/17, which was included in the 11/13/17 Council packet. Mr. Lyonais was promoted from Finance Director/Treasurer to City Administrator/Treasurer on July 10, 2017 and has not been given a pay grade salary adjustment. A MOTION WAS MADE BY PATTY NORGAARD AND SECONDED BY BRAD NELSON TO APPROVE THE 6% PAY GRADE INCREASE FOR MIKE LYONAI, RETROACTIVE TO 7/10/17, SUBJECT TO A PERFORMANCE REVIEW IN FEBRUARY 2018. A lengthy discussion ensued regarding the words "subject to" included in the Mayor's motion. Mike Lyonais stated that all employees are given an annual performance review in February and that it is unusual to promote an employee without compensation. Three other employees have been promoted and given immediate pay grade increases. Mayor Norgaard and Brad Nelson rescinded the proposed motion. MOTION 12R-12-17 WAS MADE BY PATTY NORGAARD AND SECONDED BY DAVE NEVIN TO APPROVE A 6% PAY GRADE INCREASE TO THE CITY ADMINISTRATOR/TREASURER EFFECTIVE IMMEDIATELY WITH RETROACTIVE PAY TO 7/10/17. MOTION CARRIED WITH ALL AYES.

G. COMMISSION REPORTS

1. PARK AND RECREATION/LIBRARY

- a. In the absence of Park Director Jon Henke, Mike Lyonais presented a staff report dated December 4, 2017 from Mr. Henke regarding a Lutheran Social Services food transporter position. Mr. Lyonais stated that this was a policy decision for the Council to make, which would affect all City employees. The Council should evaluate what is happening rather than who is doing it. A lengthy discussion ensued regarding whether the City should allow an employee to work part time for another entity during normal business hours and if the decision would negatively affect the services of the Senior Nutrition Program. Attorney Person stated that the Council should have a written policy for this case and any future request, including which employer is liable when the employee is driving back and forth. Gary Heacox questioned the amount of time spent on picking up the meals and said he thought it was unethical. The job should have been posted and a volunteer could have done it. Mike Lyonais added that the Senior Nutrition Program is run by volunteers and that the meals used to be supplied from Reed's Market in Crosslake. Now a driver must pick the meals up in Pine River. Chief Lee stated that approximately 10 years ago, he had a written contract with the City to perform septic inspections. If an inspection was required during business hours, he would have to change into street clothes and was not allowed to count that time as hours worked. Ted Strand stated that employees should be allowed to take time off to do personal things during the day. It was the consensus of the Council to direct the Personnel Committee to research and discuss the situation and to bring a recommendation to the Council at its next meeting.
- b. *Item removed at request of applicant.*
- c. MOTION 12R-13-17 WAS MADE BY DAVE NEVIN AND SECONDED BY BRAD NELSON TO APPROVE THE PURCHASE OF COMPUTERS, FIREWALL, NETWORK SWITCHES, AND BACKUP SERVER AT A COST OF \$11,673.76. MOTION CARRIED WITH ALL AYES.

MOTION 12R-14-17 WAS MADE BY BRAD NELSON AND SECONDED BY DAVE SCHRUPP TO APPROVE THE INCREASE FOR SILVER SNEAKERS INSTRUCTOR FROM \$24 PER CLASS TO \$26 PER CLASS EFFECTIVE 1/1/18. Dave Nevin asked if the revenues for the classes should be split with the instructor 50/50. Mike Lyonais stated that the Zumba instructor is paid in that manner. MOTION CARRIED WITH ALL AYES.

Brad Nelson asked to see the annual revenue for the weight room and the City's fees compared with other commercial businesses in town.

2. PUBLIC WORKS/CEMETERY/SEWER

- a. Ted Strand made a recommendation to the Council that WSN be appointed as City Engineer for 2018 and for all road projects and that Bolton & Menk be appointed as Engineer of sewer system. Mike Lyonais stated that Mr. Strand works with the engineers on a daily basis and that he supports Ted's recommendation. MOTION 12R-15-17 WAS MADE BY DAVE SCHRUPP AND SECONDED BY PATTY NORGAARD TO APPOINT WSN AS 2018 CITY ENGINEER AND ROAD ENGINEER AND TO APPOINT BOLTON & MENK AS SEWER SYSTEM ENGINEER.

Dave Nevin stated that he was confused as to why Bolton & Menk has not been given a chance to do more work. Gary Heacox added that once the road projects were done, WSN was supposed to be done engineering for the City. Brad Nelson suggested that if staff is not happy with the engineering, the matter should be revisited at a special meeting. Ted Strand noted that when the salt/sand building had structural problems, Bolton & Menk suggested that the building be demolished and rebuilt. WSN suggested a long-term fix which was more affordable. Mr. Strand stated that the City wants a GIS road system that the City would own and that staff could update. WSN was willing to work with the City to develop this.

Mayor Norgaard noted that the Public Works Commission members and City staff have experience in this field and that the Council should be fair and unbiased when selecting an engineer. Dave Nevin countered that Bolton & Menk has not had an opportunity to show the City what they are capable of. Dave Schrupp replied that there have been no new projects since the wastewater treatment plant upgrades were awarded to Bolton & Menk. MOTION FAILED WITH NELSON, HEACOX AND NEVIN OPPOSED.

- b. Ted Strand removed this item from the agenda.
- c. John Graupman of Bolton & Menk gave the Council a brief update on the wastewater treatment plant upgrades project. There have been two change orders at an estimated cost of \$7,701. Bolton & Menk included a construction allowance of \$70,000 in their contract, so this amount will be deducted from that. Mike Lyonais noted that the City has spent approximately \$665,000 to date on the project.

H. PUBLIC FORUM – None.

I. OLD BUSINESS – None.

J. NEW BUSINESS – None.

K. CITY ATTORNEY – Pursuant to M.S. 13D, Subd. 3b, the Council moved into closed session at 8:55 P.M. to discuss pending litigation/settlement information.

L. ADJOURN – The Council resumed the open session and the Mayor adjourned the meeting at 9:10 P.M.

Respectfully submitted by,

Charlene Nelson
City Clerk
City Clerk/Minutes/12-11-17

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Month-End Revenue

Current Period: DECEMBER 2017

SRC	SRC Descr	2017 Budget	DECEMBER 2017 Amt	2017 YTD Amt	2017 YTD Balance	2017 % of Budget
FUND 101 GENERAL FUND						
31000	General Property Taxes	\$3,005,707.00	\$1,264,198.71	\$2,930,911.27	\$74,795.73	97.51%
31055	Tax Incr 1-8 Crosswoods Dev	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31101	County Payment Joint Facility	\$112,467.00	\$0.00	\$112,601.42	-\$134.42	100.12%
31300	Emergency Services Levy	\$0.00	\$75.80	\$94.54	-\$94.54	0.00%
31305	2003 Joint Facility Levy	\$0.00	\$89.25	\$115.47	-\$115.47	0.00%
31310	2012 Series A Levy	\$122,533.00	\$51,580.48	\$119,582.90	\$2,950.10	97.59%
31800	Other Taxes	\$1,500.00	\$184.03	\$368.06	\$1,131.94	24.54%
31900	Penalties and Interest DelTax	\$1,000.00	\$3,423.07	\$5,555.36	-\$4,555.36	555.54%
32110	Alcoholic Beverages	\$16,000.00	\$0.00	\$16,474.99	-\$474.99	102.97%
32111	Club Liquor License	\$500.00	\$0.00	\$500.00	\$0.00	100.00%
32112	Beer and Wine License	\$1,000.00	\$0.00	\$975.00	\$25.00	97.50%
32180	Other Licenses/Permits	\$200.00	\$50.00	\$254.00	-\$54.00	127.00%
33400	State Grants and Aids	\$500.00	\$542,978.32	\$600,426.97	-\$599,926.97	120085.39%
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	\$1,589.63	\$410.37	79.48%
33417	Police State Aid	\$33,000.00	\$0.00	\$41,986.48	-\$8,986.48	127.23%
33418	Fire State Aid	\$38,000.00	\$0.00	\$41,406.34	-\$3,406.34	108.96%
33419	Fire Training Reimbursement	\$0.00	\$1,027.00	\$13,557.00	-\$13,557.00	0.00%
33420	Insurance Premium Reimburse	\$0.00	\$9,566.00	\$13,004.00	-\$13,004.00	0.00%
33422	PERA State Aid	\$2,979.00	\$590.50	\$1,181.00	\$1,798.00	39.64%
33423	Insurance Claim Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33650	Recycling Grant	\$29,200.00	\$0.00	\$29,200.00	\$0.00	100.00%
34000	Charges for Services	\$200.00	\$0.00	\$80.80	\$119.20	40.40%
34010	Sale of Maps and Publications	\$30.00	\$10.00	\$50.00	-\$20.00	166.67%
34050	Candidate Filing Fees	\$20.00	\$0.00	\$0.00	\$20.00	0.00%
34103	Zoning Permits	\$28,000.00	\$425.00	\$64,025.00	-\$36,025.00	228.66%
34104	Plat Check Fee/Subdivision Fee	\$1,000.00	\$0.00	\$4,275.00	-\$3,275.00	427.50%
34105	Variances and CUPS/IUPS	\$8,800.00	\$500.00	\$10,500.00	-\$1,700.00	119.32%
34106	Sign Permits	\$500.00	\$0.00	\$200.00	\$300.00	40.00%
34107	Assessment Search Fees	\$800.00	\$45.00	\$970.00	-\$170.00	121.25%
34108	Zoning Misc/Penalties	\$1,000.00	\$0.00	\$503.50	\$496.50	50.35%
34109	Zoning Reimb Eng/Legal/Survey	\$2,500.00	\$0.00	\$0.00	\$2,500.00	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	\$4,000.00	\$0.00	\$12,200.00	-\$8,200.00	305.00%
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	\$7,193.48	-\$6,993.48	3596.74%
34202	Fire Protection and Calls	\$31,250.00	\$0.00	\$29,094.90	\$2,155.10	93.10%
34206	Animal Control Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34207	House Burning Fee	\$1,500.00	\$0.00	\$1,500.00	\$0.00	100.00%
34210	Police Contracts	\$48,000.00	\$0.00	\$48,000.00	\$0.00	100.00%
34211	Police Donations	\$0.00	\$0.00	\$3,000.00	-\$3,000.00	0.00%
34213	Police Receipts	\$5,000.00	\$0.00	\$3,006.23	\$1,993.77	60.12%
34214	Tac Team Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34215	Pass Thru Donations	\$0.00	\$0.00	\$57,499.00	-\$57,499.00	0.00%
34300	E911 Signs	\$1,000.00	\$0.00	\$3,800.00	-\$2,800.00	380.00%
34700	Park & Rec Donation	\$300.00	\$0.00	\$305.00	-\$5.00	101.67%

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Month-End Revenue

Current Period: DECEMBER 2017

SRC	SRC Descr	2017 Budget	DECEMBER 2017 Amt	2017 YTD Amt	2017 YTD Balance	2017 % of Budget
34701	Halloween Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34711	Taxable Merchandise/Rentals	\$200.00	\$50.00	\$1,110.00	-\$910.00	555.00%
34740	Park Concessions	\$500.00	\$1.00	\$343.05	\$156.95	68.61%
34741	Gen Gov t Concessions	\$100.00	\$150.18	\$758.53	-\$658.53	758.53%
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	\$8.00	-\$8.00	0.00%
34750	CCC/Park User Fee	\$3,800.00	\$406.00	\$4,174.15	-\$374.15	109.85%
34751	Shelter/Beer/Wine Fees	\$300.00	\$0.00	\$416.00	-\$116.00	138.67%
34760	Library Cards	\$1,300.00	\$50.00	\$1,103.00	\$197.00	84.85%
34761	Library Donations	\$500.00	\$200.00	\$506.00	-\$6.00	101.20%
34762	Library Copies	\$300.00	\$14.25	\$372.61	-\$72.61	124.20%
34763	Library Events	\$1,000.00	\$0.00	\$5,294.60	-\$4,294.60	529.46%
34764	Library Miscellaneous	\$50.00	\$0.00	\$6.00	\$44.00	12.00%
34765	Summer Reading Program	\$300.00	\$0.00	\$226.00	\$74.00	75.33%
34766	Library Luncheon	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34767	New York Times Best Seller Pro	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34768	PAL Foundation - Library	\$1,000.00	\$0.00	\$2,740.41	-\$1,740.41	274.04%
34769	PAL Foundation - Park	\$6,000.00	\$1,113.00	\$19,829.88	-\$13,829.88	330.50%
34770	Silver Sneakers	\$6,000.00	\$525.00	\$7,888.50	-\$1,888.50	131.48%
34790	Park Dedication Fees	\$1,000.00	\$0.00	\$7,500.00	-\$6,500.00	750.00%
34800	Tennis Fees	\$1,100.00	\$0.00	\$1,922.00	-\$822.00	174.73%
34801	Recreational-Program	\$10,000.00	\$150.00	\$1,335.00	\$8,665.00	13.35%
34802	Softball/Baseball Fees	\$1,300.00	\$0.00	\$350.00	\$950.00	26.92%
34803	Recreation-Misc. Receipts	\$1,200.00	\$0.00	\$355.85	\$844.15	29.65%
34805	Aerobics Fees	\$0.00	\$150.00	\$500.00	-\$500.00	0.00%
34806	Weight Room Fees	\$30,000.00	\$2,297.50	\$32,985.00	-\$2,985.00	109.95%
34807	Volleyball Fees	\$500.00	\$44.00	\$756.00	-\$256.00	151.20%
34808	Silver and Fit	\$10,000.00	\$1,572.00	\$17,901.00	-\$7,901.00	179.01%
34809	Soccer Fees	\$500.00	\$0.00	\$2,523.00	-\$2,023.00	504.60%
34810	Pickle Ball	\$0.00	\$167.00	\$3,762.00	-\$3,762.00	0.00%
34910	Transit Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34940	Cemetery Lots	\$3,000.00	\$250.00	\$5,250.00	-\$2,250.00	175.00%
34941	Cemetery Openings	\$3,500.00	\$400.00	\$4,800.00	-\$1,300.00	137.14%
34942	Cemetery Other	\$450.00	\$0.00	\$600.00	-\$150.00	133.33%
34950	Public Works Revenue	\$1,500.00	\$0.00	\$1,573.53	-\$73.53	104.90%
34952	County Joint Facility Payments	\$45,000.00	\$0.00	\$21,831.59	\$23,168.41	48.51%
34953	Recycling Revenues	\$50.00	\$0.00	\$360.97	-\$310.97	721.94%
35100	Court Fines	\$10,000.00	\$576.02	\$7,755.88	\$2,244.12	77.56%
35103	Library Fines	\$600.00	\$5.00	\$591.00	\$9.00	98.50%
35105	Restitution Receipts	\$1,000.00	\$0.00	\$1,896.00	-\$896.00	189.60%
36200	Miscellaneous Revenues	\$500.00	\$2,300.92	\$9,027.17	-\$8,527.17	1805.43%
36201	Misc Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36202	LIBRARY GRANTS	\$5,000.00	\$0.00	\$6,000.00	-\$1,000.00	120.00%
36210	Interest Earnings	\$3,000.00	\$7,116.24	\$49,486.61	-\$46,486.61	1649.55%
36230	Contributions and Donations	\$0.00	\$6,318.25	\$15,703.36	-\$15,703.36	0.00%
36254	Sp Assess Prin-Bridges	\$2,547.00	\$1,998.64	\$27,264.51	-\$24,717.51	1070.46%
36255	Sp Assess Int-Bridges	\$1,451.00	\$213.46	\$501.66	\$949.34	34.57%
36256	Andys Parking Lot Principal	\$5,252.00	\$1,969.44	\$3,938.91	\$1,313.09	75.00%
36257	Andys Parking Lot Interest	\$552.00	\$544.14	\$1,088.25	-\$536.25	197.15%
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: DECEMBER 2017

SRC	SRC Descr	2017 Budget	DECEMBER 2017 Amt	2017 YTD Amt	2017 YTD Balance	2017 % of Budget
39101	Sales of General Fixed Assets	\$0.00	\$0.00	\$26,300.00	-\$26,300.00	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	\$1,595,500.00	\$0.00	\$0.00	\$1,595,500.00	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		\$5,256,538.00	\$1,903,325.20	\$4,474,623.36	\$781,914.64	85.12%
FUND 301 DEBT SERVICE FUND						
31000	General Property Taxes	\$0.00	\$51.62	\$66.45	-\$66.45	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	\$16.90	\$16.90	-\$16.90	0.00%
31300	Emergency Services Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31301	1999 Series A Levy	\$0.00	\$25.45	\$14.70	-\$14.70	0.00%
31302	1999 Series B Levy	\$0.00	\$4.48	\$2.40	-\$2.40	0.00%
31303	2001 Series A Levy	\$0.00	\$25.04	\$32.19	-\$32.19	0.00%
31304	2002 Series A Levy	\$0.00	\$18.14	\$23.29	-\$23.29	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	\$64.74	\$90.74	-\$90.74	0.00%
31308	2006 Series B Levy	\$0.00	\$885.73	\$2,290.58	-\$2,290.58	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	\$154,581.00	\$64,159.79	\$148,467.12	\$6,113.88	96.04%
31312	Not Used	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31900	Penalties and Interest DelTax	\$0.00	\$1,190.82	\$1,320.62	-\$1,320.62	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: DECEMBER 2017

SRC	SRC Descr	2017 Budget	DECEMBER 2017 Amt	2017 YTD Amt	2017 YTD Balance	2017 % 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: DECEMBER 2017

SRC	SRC Descr	2017 Budget	DECEMBER 2017 Amt	2017 YTD Amt	2017 YTD Balance	2017 % 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	\$94.19	-\$94.19	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	\$12.98	-\$12.98	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	\$5.72	-\$5.72	0.00%
36252	Sp Assess Prin - Brita/Pinevie	\$0.00	\$3,060.27	\$3,060.27	-\$3,060.27	0.00%
36253	Sp Assess Int - Brita/Pineview	\$0.00	\$432.03	\$477.55	-\$477.55	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: DECEMBER 2017

SRC	SRC Descr	2017 Budget	DECEMBER 2017 Amt	2017 YTD Amt	2017 YTD Balance	2017 % of Budget
39900	02 Series A	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 301	DEBT SERVICE FUND	\$154,581.00	\$69,935.01	\$155,975.70	-\$1,394.70	100.90%
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	\$50.37	\$631.33	-\$131.33	126.27%
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	\$50.37	\$631.33	-\$131.33	126.27%
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	\$6,442.72	\$13,523.79	-\$2,523.79	122.94%
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	\$6,442.72	\$13,523.79	-\$2,523.79	122.94%
FUND 412	DUCK LANE					
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39310	Proceeds-Gen Obligation Bond	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 412	DUCK LANE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 414	SUNRISE ISLAND BRIDGE PROJECT					
33400	State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 414	SUNRISE ISLAND BRIDGE PROJE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 415	AMBULANCE PROJECT					
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 415	AMBULANCE PROJECT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 420	LIBRARY PROJECT					
31000	General Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36230	Contributions and Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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Month-End Revenue

Current Period: DECEMBER 2017

SRC	SRC Descr	2017 Budget	DECEMBER 2017 Amt	2017 YTD Amt	2017 YTD Balance	2017 % 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	\$5,245.20	\$12,164.87	\$335.13	97.32%
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	\$870.00	-\$870.00	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	\$5,245.20	\$13,034.87	-\$534.87	104.28%
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	\$279.75	-\$279.75	0.00%
36211	Revolving Loan Interest	\$0.00	\$0.00	\$1,172.65	-\$1,172.65	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 503 EDA (REVOLVING LOAN)		\$0.00	\$0.00	\$1,452.40	-\$1,452.40	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	\$32.26	-\$491.92	\$491.92	0.00%
36104	Penalty & Interest	\$1,000.00	\$113.89	\$2,338.14	-\$1,338.14	233.81%
36200	Miscellaneous Revenues	\$1,000.00	\$0.00	\$2,274.05	-\$1,274.05	227.41%
36201	Misc Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
37200	User Fee	\$237,060.00	\$21,247.86	\$255,722.33	-\$18,662.33	107.87%
37250	Sewer Connection Payments	\$0.00	\$0.00	\$76,500.00	-\$76,500.00	0.00%
37500	Capital Contribution	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$217,805.00	\$0.00	\$0.00	\$217,805.00	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	\$1,015,000.00	\$1,015,000.00	-\$1,015,000.00	0.00%
FUND 601 SEWER OPERATING FUND		\$456,865.00	\$1,036,394.01	\$1,351,342.60	-\$894,477.60	295.79%
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: DECEMBER 2017

SRC	SRC Descr	2017 Budget	DECEMBER 2017 Amt	2017 YTD Amt	2017 YTD Balance	2017 % 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	\$221,000.00	\$93,393.70	\$216,157.42	\$4,842.58	97.81%
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	\$0.00	\$0.00	\$18.15	-\$18.15	0.00%
37250	Sewer Connection Payments	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 651	SEWER RESTRICTED SINKING FU	\$223,000.00	\$93,393.70	\$216,175.57	\$6,824.43	96.94%
		\$6,114,984.00	\$3,114,786.21	\$6,226,759.62	-\$111,775.62	101.83%

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CITY OF CROSS LAKE
Month End Expenditures
 Current Period: DECEMBER 2017

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OBJ	OBJ Descr	2017 Budget	DECEMBER 2017 Amt	2017 YTD Amt	2017 YTD Balance	%YTD Budget
FUND 101 GENERAL FUND						
DEPT 41110 Council						
100	Wages and Salaries Dept Head	\$27,000.00	\$2,230.00	\$25,340.00	\$1,660.00	93.85%
122	FICA	\$2,066.00	\$170.62	\$1,938.81	\$127.19	93.84%
151	Workers Comp Insurance	\$83.00	\$0.00	\$105.00	-\$22.00	126.51%
208	Instruction Fees	\$1,500.00	\$225.00	\$1,160.00	\$340.00	77.33%
321	Communications-Cellular	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
331	Travel Expenses	\$1,500.00	\$0.00	\$1,128.98	\$371.02	75.27%
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	\$704.00	\$0.00	\$251.85	\$452.15	35.77%
433	Dues and Subscriptions	\$0.00	\$0.00	\$30.00	-\$30.00	0.00%
DEPT 41110 Council		\$33,003.00	\$2,625.62	\$29,954.64	\$3,048.36	90.76%
DEPT 41400 Administration						
100	Wages and Salaries Dept Head	\$86,875.00	\$9,285.60	\$89,520.24	-\$2,645.24	103.04%
101	Assistant	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
102	Consultant	\$26,000.00	\$525.00	\$9,975.00	\$16,025.00	38.37%
105	Part-time	\$1,125.00	\$0.00	\$0.00	\$1,125.00	0.00%
109	Secretary/Bookkeeper	\$62,119.00	\$4,807.30	\$62,448.90	-\$329.90	100.53%
121	PERA	\$11,259.00	\$1,056.97	\$11,397.67	-\$138.67	101.23%
122	FICA	\$11,484.00	\$990.27	\$10,711.09	\$772.91	93.27%
131	Employer Paid Health	\$31,882.00	\$3,114.40	\$32,339.20	-\$457.20	101.43%
132	Employer Paid Disability	\$1,296.00	\$120.01	\$1,408.28	-\$112.28	108.66%
133	Employer Paid Dental	\$2,344.00	\$172.00	\$2,092.00	\$252.00	89.25%
134	Employer Paid Life	\$134.00	\$11.20	\$134.40	-\$0.40	100.30%
136	Deferred Compensation	\$1,300.00	\$100.00	\$1,300.00	\$0.00	100.00%
151	Workers Comp Insurance	\$1,352.00	\$0.00	\$1,787.00	-\$435.00	132.17%
152	Health Savings Account Contrib	\$12,000.00	\$0.00	\$12,000.00	\$0.00	100.00%
200	Office Supplies	\$1,800.00	\$303.09	\$1,622.48	\$177.52	90.14%
208	Instruction Fees	\$2,000.00	\$0.00	\$1,023.29	\$976.71	51.16%
210	Operating Supplies	\$1,500.00	\$314.46	\$1,548.65	-\$48.65	103.24%
220	Repair/Maint Supply - Equip	\$3,834.00	\$166.66	\$3,787.26	\$46.74	98.78%
301	Auditing and Acct g Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$4,000.00	\$501.65	\$3,021.00	\$979.00	75.53%
322	Postage	\$1,000.00	\$2.20	\$357.07	\$642.93	35.71%
331	Travel Expenses	\$1,500.00	\$0.00	\$878.03	\$621.97	58.54%
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	\$68.00	\$344.25	\$655.75	34.43%
413	Office Equipment Rental/Repair	\$800.00	\$0.00	\$0.00	\$800.00	0.00%
430	Miscellaneous	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
433	Dues and Subscriptions	\$850.00	\$101.50	\$831.50	\$18.50	97.82%
443	Sales Tax	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
500	Capital Outlay	\$3,063.00	\$0.00	\$0.00	\$3,063.00	0.00%
600	Principal	\$794.00	\$134.02	\$795.83	-\$1.83	100.23%
610	Interest	\$70.00	\$9.98	\$68.17	\$1.83	97.39%
DEPT 41400 Administration		\$271,981.00	\$21,784.31	\$249,391.31	\$22,589.69	91.69%
DEPT 41410 Elections						
107	Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
122	FICA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
210	Operating Supplies	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

OBJ	OBJ Descr	2017 Budget	DECEMBER 2017 Amt	2017 YTD Amt	2017 YTD Balance	%YTD Budget
351	Legal Notices Publishing	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
413	Office Equipment Rental/Repair	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41410 Elections		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41600 Audit/Legal Services						
301	Auditing and Acct g Services	\$28,000.00	\$0.00	\$26,976.99	\$1,023.01	96.35%
304	Legal Fees (Civil)	\$10,000.00	\$450.00	\$5,661.00	\$4,339.00	56.61%
307	Legal Fees (Labor)	\$7,000.00	\$215.00	\$1,453.00	\$5,547.00	20.76%
DEPT 41600 Audit/Legal Services		\$45,000.00	\$665.00	\$34,090.99	\$10,909.01	75.76%
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	\$107.70	\$546.40	\$153.60	78.06%
208	Instruction Fees	\$600.00	\$0.00	\$0.00	\$600.00	0.00%
210	Operating Supplies	\$1,500.00	\$33.27	\$588.33	\$911.67	39.22%
212	Motor Fuels	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
220	Repair/Maint Supply - Equip	\$3,934.00	\$166.67	\$2,111.37	\$1,822.63	53.67%
221	Repair/Maint Vehicles 306	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
303	Engineering Fees	\$2,500.00	\$0.00	\$250.00	\$2,250.00	10.00%
304	Legal Fees (Civil)	\$5,000.00	\$0.00	\$2,880.00	\$2,120.00	57.60%
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	\$354.10	\$2,335.72	\$1,164.28	66.73%
322	Postage	\$500.00	\$2.21	\$697.81	-\$197.81	139.56%
331	Travel Expenses	\$1,000.00	-\$68.00	\$0.00	\$1,000.00	0.00%
332	Travel Expense- P&Z Comm	\$1,500.00	\$1,295.00	\$4,984.70	-\$3,484.70	332.31%
340	Advertising	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
351	Legal Notices Publishing	\$2,000.00	\$127.50	\$1,364.25	\$635.75	68.21%
352	Filing Fees	\$1,500.00	-\$164.00	\$1,150.00	\$350.00	76.67%
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	\$1.00	\$7.00	-\$7.00	0.00%
452	Refund	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
470	Consultant Fees	\$205,448.00	\$16,932.00	\$203,184.00	\$2,264.00	98.90%
500	Capital Outlay	\$3,000.00	\$0.00	\$1,996.19	\$1,003.81	66.54%

OBJ	OBJ Descr	2017 Budget	DECEMBER 2017 Amt	2017 YTD Amt	2017 YTD Balance	%YTD Budget
600	Principal	\$794.00	\$134.02	\$795.83	-\$1.83	100.23%
610	Interest	\$70.00	\$9.98	\$68.17	\$1.83	97.39%
DEPT 41910 Planning and Zoning		\$238,506.00	\$18,931.45	\$222,959.77	\$15,546.23	93.48%
DEPT 41940 General Government						
131	Employer Paid Health	\$1,993.00	-\$2,328.70	\$6,872.38	-\$4,879.38	344.83%
133	Employer Paid Dental	\$138.00	\$256.55	\$984.01	-\$846.01	713.05%
151	Workers Comp Insurance	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
152	Health Savings Account Contrib	\$750.00	\$0.00	\$0.00	\$750.00	0.00%
210	Operating Supplies	\$2,500.00	\$474.98	\$2,581.37	-\$81.37	103.25%
220	Repair/Maint Supply - Equip	\$0.00	\$225.00	\$348.15	-\$348.15	0.00%
223	Bldg Repair Suppl/Maintenance	\$4,000.00	\$59.71	\$2,861.83	\$1,138.17	71.55%
235	Signs	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
254	Concessions - Pop	\$300.00	\$33.08	\$445.70	-\$145.70	148.57%
302	Architects Fees	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
303	Engineering Fees	\$750.00	\$0.00	\$0.00	\$750.00	0.00%
316	Security Monitoring	\$800.00	\$162.00	\$584.64	\$215.36	73.08%
335	Background Checks	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
341	Newsletter Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
351	Legal Notices Publishing	\$250.00	\$0.00	\$255.00	-\$5.00	102.00%
354	Ordinance Codification	\$5,000.00	\$0.00	\$1,510.90	\$3,489.10	30.22%
360	Insurance	\$26,500.00	\$0.00	\$21,796.00	\$4,704.00	82.25%
381	Electric Utilities	\$14,500.00	\$982.00	\$10,615.00	\$3,885.00	73.21%
383	Gas Utilities	\$4,500.00	\$627.77	\$1,723.99	\$2,776.01	38.31%
384	Refuse/Garbage Disposal	\$500.00	\$67.23	\$593.44	-\$93.44	118.69%
385	Sewer Utility	\$600.00	\$180.00	\$675.00	-\$75.00	112.50%
389	Generator Expense	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
405	Cleaning Services	\$9,600.00	\$707.50	\$8,490.00	\$1,110.00	88.44%
430	Miscellaneous	\$2,500.00	\$889.13	\$928.08	\$1,571.92	37.12%
433	Dues and Subscriptions	\$3,500.00	\$0.00	\$5,249.58	-\$1,749.58	149.99%
437	Brainerd Lakes Area Dev Corp	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
438	Initiative Foundation	\$1,650.00	\$0.00	\$1,650.00	\$0.00	100.00%
439	Emergency Mgmt Expense	\$2,000.00	\$0.00	\$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	\$8,701.74	\$1,798.26	82.87%
443	Sales Tax	\$50.00	\$0.00	\$1.00	\$49.00	2.00%
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	\$20,000.00	\$1,425.00	\$2,800.00	\$17,200.00	14.00%
452	Refund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
456	Fireworks	\$14,000.00	\$0.00	\$12,000.00	\$2,000.00	85.71%
460	Fines/Fees Reimburse	\$6,000.00	\$0.00	\$2,896.98	\$3,103.02	48.28%
470	Consultant Fees	\$15,000.00	\$0.00	\$3,069.84	\$11,930.16	20.47%
490	Donations to Civic Org s	\$3,700.00	\$0.00	\$2,600.00	\$1,100.00	70.27%
493	Pass Thru Donations	\$0.00	\$0.00	\$56,499.00	-\$56,499.00	0.00%
500	Capital Outlay	\$36,000.00	\$0.00	\$47,112.96	-\$11,112.96	130.87%
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	\$217,805.00	\$0.00	\$0.00	\$217,805.00	0.00%
DEPT 41940 General Government		\$408,436.00	\$3,761.25	\$203,846.59	\$204,589.41	49.91%
DEPT 42110 Police Administration						
100	Wages and Salaries Dept Head	\$79,604.00	\$0.00	\$88,563.90	-\$8,959.90	111.26%
101	Assistant	\$67,347.00	\$6,100.68	\$82,750.07	-\$15,403.07	122.87%

OBJ	OBJ Descr	2017 Budget	DECEMBER 2017 Amt	2017 YTD Amt	2017 YTD Balance	%YTD Budget
103	Tech 1	\$0.00	\$3,310.69	\$25,685.18	-\$25,685.18	0.00%
108	Tech 3	\$25,000.00	\$49.38	\$24,141.43	\$858.57	96.57%
110	Tech 4	\$58,753.00	\$4,232.13	\$55,294.44	\$3,458.56	94.11%
112	Tech 5	\$58,681.00	\$4,186.70	\$56,395.17	\$2,285.83	96.10%
113	Tech 6	\$60,031.00	\$4,294.22	\$55,851.98	\$4,179.02	93.04%
121	PERA	\$56,605.00	\$3,592.17	\$53,143.94	\$3,461.06	93.89%
122	FICA	\$5,067.00	\$293.00	\$4,418.74	\$648.26	87.21%
131	Employer Paid Health	\$70,142.00	\$5,918.00	\$64,902.80	\$5,239.20	92.53%
132	Employer Paid Disability	\$2,710.00	\$226.75	\$2,688.73	\$21.27	99.22%
133	Employer Paid Dental	\$5,128.00	\$324.48	\$4,183.84	\$944.16	81.59%
134	Employer Paid Life	\$336.00	\$28.00	\$324.80	\$11.20	96.67%
136	Deferred Compensation	\$1,300.00	\$50.00	\$925.00	\$375.00	71.15%
140	Unemployment	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
151	Workers Comp Insurance	\$16,128.00	\$0.00	\$21,094.00	-\$4,966.00	130.79%
152	Health Savings Account Contrib	\$27,000.00	\$0.00	\$30,000.00	-\$3,000.00	111.11%
200	Office Supplies	\$300.00	\$0.00	\$303.44	-\$3.44	101.15%
208	Instruction Fees	\$3,500.00	-\$175.00	\$2,873.98	\$626.02	82.11%
209	Physicals	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
210	Operating Supplies	\$1,300.00	\$55.10	\$2,313.37	-\$1,013.37	177.95%
212	Motor Fuels	\$18,000.00	\$1,982.87	\$11,940.40	\$6,059.60	66.34%
214	Auto Expense- Squad 301	\$2,000.00	\$32.79	\$387.21	\$1,612.79	19.36%
216	Auto Expense- Squad 305	\$1,200.00	\$27.40	\$398.87	\$801.13	33.24%
217	Auto Expense- Squad 303	\$800.00	\$91.39	\$1,172.72	-\$372.72	146.59%
218	Auto Expense- Squad 302	\$1,200.00	\$441.30	\$1,647.31	-\$447.31	137.28%
219	Auto Expense- Squad 304	\$1,200.00	\$0.00	\$1,363.01	-\$163.01	113.58%
220	Repair/Maint Supply - Equip	\$5,532.00	\$543.99	\$11,286.34	-\$5,754.34	204.02%
221	Repair/Maint Vehicles 306	\$0.00	\$60.00	\$909.92	-\$909.92	0.00%
258	Unif Tony/Ted/Gerald/Fire	\$675.00	\$0.00	\$667.38	\$7.62	98.87%
259	Unif Erik/Joe	\$675.00	\$149.99	\$772.45	-\$97.45	114.44%
260	Unif Eric & Nate	\$675.00	\$0.00	\$625.36	\$49.64	92.65%
261	Unif Jake/Jon/Leigh	\$675.00	\$0.00	\$655.72	\$19.28	97.14%
262	Unif Tony	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
264	Unif Bobby/Ron	\$675.00	\$0.00	\$630.91	\$44.09	93.47%
265	Unif & P/T Expense	\$500.00	\$0.00	\$496.51	\$3.49	99.30%
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	\$243.96	\$11,909.23	-\$10,909.23	1190.92%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$180.00	-\$180.00	0.00%
319	Donation Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$2,800.00	\$528.45	\$3,223.74	-\$423.74	115.13%
321	Communications-Cellular	\$5,400.00	\$342.19	\$4,024.16	\$1,375.84	74.52%
322	Postage	\$200.00	\$0.00	\$44.05	\$155.95	22.03%
331	Travel Expenses	\$1,700.00	\$412.12	\$2,468.81	-\$768.81	145.22%
340	Advertising	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
351	Legal Notices Publishing	\$0.00	\$0.00	\$420.75	-\$420.75	0.00%
360	Insurance	\$14,000.00	\$0.00	\$16,284.00	-\$2,284.00	116.31%
413	Office Equipment Rental/Repair	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
430	Miscellaneous	\$200.00	\$19.01	\$306.85	-\$106.85	153.43%
433	Dues and Subscriptions	\$250.00	\$0.00	\$508.23	-\$258.23	203.29%
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	\$10,023.00	\$0.00	\$5,005.48	\$5,017.52	49.94%
550	Capital Outlay - Vehicles	\$49,000.00	\$169.99	\$88,222.39	-\$39,222.39	180.05%
600	Principal	\$132.00	\$22.34	\$132.64	-\$0.64	100.48%

OBJ	OBJ Descr	2017 Budget	DECEMBER 2017 Amt	2017 YTD Amt	2017 YTD Balance	%YTD Budget
610	Interest	\$12.00	\$1.66	\$11.36	\$0.64	94.67%
DEPT 42110	Police Administration	\$659,556.00	\$37,555.75	\$741,550.61	-\$81,994.61	112.43%
DEPT 42280	Fire Administration					
100	Wages and Salaries Dept Head	\$6,000.00	\$500.00	\$6,000.00	\$0.00	100.00%
101	Assistant	\$1,200.00	\$100.00	\$1,200.00	\$0.00	100.00%
106	Training	\$2,100.00	\$75.00	\$900.00	\$1,200.00	42.86%
107	Services	\$50,000.00	\$47,804.44	\$47,804.44	\$2,195.56	95.61%
122	FICA	\$4,536.00	\$3,655.61	\$4,223.54	\$312.46	93.11%
151	Workers Comp Insurance	\$4,950.00	\$0.00	\$6,395.00	-\$1,445.00	129.19%
200	Office Supplies	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
208	Instruction Fees	\$8,000.00	\$2,275.00	\$17,031.00	-\$9,031.00	212.89%
209	Physicals	\$500.00	\$39.00	\$1,819.00	-\$1,319.00	363.80%
210	Operating Supplies	\$3,000.00	\$562.69	\$5,170.15	-\$2,170.15	172.34%
212	Motor Fuels	\$500.00	\$36.80	\$352.03	\$147.97	70.41%
213	Diesel Fuel	\$2,500.00	\$58.14	\$660.72	\$1,839.28	26.43%
220	Repair/Maint Supply - Equip	\$3,000.00	\$0.00	\$903.43	\$2,096.57	30.11%
221	Repair/Maint Vehicles 306	\$9,000.00	\$0.00	\$10,594.29	-\$1,594.29	117.71%
222	Tires	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$1,000.00	\$59.70	\$2,186.91	-\$1,186.91	218.69%
233	FIRE PREVENTION	\$2,000.00	\$282.75	\$2,980.85	-\$980.85	149.04%
240	Small Tools and Minor Equip	\$1,500.00	\$0.00	\$833.22	\$666.78	55.55%
258	Unif Tony/Ted/Gerald/Fire	\$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	\$2,500.00	-\$990.67	\$1,831.61	\$668.39	73.26%
322	Postage	\$25.00	\$0.00	\$0.00	\$25.00	0.00%
331	Travel Expenses	\$5,000.00	\$25.98	\$5,135.68	-\$135.68	102.71%
340	Advertising	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
351	Legal Notices Publishing	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
360	Insurance	\$7,000.00	\$0.00	\$6,734.00	\$266.00	96.20%
430	Miscellaneous	\$150.00	\$0.00	\$1,870.80	-\$1,720.80	1247.20%
433	Dues and Subscriptions	\$1,200.00	\$418.00	\$2,129.50	-\$929.50	177.46%
443	Sales Tax	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
450	Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
455	House Burn	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
491	FDRA City Contribution	\$21,000.00	\$19,125.00	\$19,125.00	\$1,875.00	91.07%
492	FDRA State Aid	\$28,000.00	\$0.00	\$38,406.34	-\$10,406.34	137.17%
500	Capital Outlay	\$162,000.00	\$8,724.51	\$214,833.43	-\$52,833.43	132.61%
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	\$329,061.00	\$82,751.95	\$399,120.94	-\$70,059.94	121.29%
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	\$6,240.00	\$0.00	\$0.00	\$6,240.00	0.00%
103	Tech 1	\$54,410.00	\$4,695.04	\$52,586.07	\$1,823.93	96.65%
104	Tech 2	\$56,181.00	\$4,001.48	\$53,332.42	\$2,848.58	94.93%
105	Part-time	\$0.00	\$0.00	\$2,595.44	-\$2,595.44	0.00%

OBJ	OBJ Descr	2017 Budget	DECEMBER 2017 Amt	2017 YTD Amt	2017 YTD Balance	%YTD Budget
108	Tech 3	\$56,181.00	\$2,927.91	\$47,190.98	\$8,990.02	84.00%
121	PERA	\$12,976.00	\$871.84	\$11,628.12	\$1,347.88	89.61%
122	FICA	\$13,235.00	\$774.45	\$10,608.57	\$2,626.43	80.16%
131	Employer Paid Health	\$38,261.00	\$3,737.60	\$38,810.00	-\$549.00	101.43%
132	Employer Paid Disability	\$1,089.00	\$104.09	\$1,215.00	-\$126.00	111.57%
133	Employer Paid Dental	\$2,785.00	\$205.24	\$2,575.66	\$209.34	92.48%
134	Employer Paid Life	\$202.00	\$16.80	\$206.98	-\$4.98	102.47%
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	\$16,117.00	\$0.00	\$22,868.00	-\$6,751.00	141.89%
152	Health Savings Account Contrib	\$15,000.00	\$0.00	\$15,000.00	\$0.00	100.00%
200	Office Supplies	\$450.00	\$91.31	\$489.82	-\$39.82	108.85%
208	Instruction Fees	\$1,000.00	\$595.00	\$2,490.00	-\$1,490.00	249.00%
210	Operating Supplies	\$1,200.00	\$98.44	\$1,244.67	-\$44.67	103.72%
212	Motor Fuels	\$8,000.00	\$1,148.99	\$5,449.54	\$2,550.46	68.12%
213	Diesel Fuel	\$15,000.00	\$826.47	\$6,265.52	\$8,734.48	41.77%
215	Shop Supplies	\$2,750.00	\$197.18	\$1,293.01	\$1,456.99	47.02%
220	Repair/Maint Supply - Equip	\$18,000.00	\$5,527.51	\$27,138.80	-\$9,138.80	150.77%
221	Repair/Maint Vehicles 306	\$15,000.00	\$374.47	\$35,061.12	-\$20,061.12	233.74%
222	Tires	\$1,500.00	\$0.00	\$253.39	\$1,246.61	16.89%
223	Bldg Repair Suppl/Maintenance	\$4,500.00	\$5,300.37	\$20,382.86	-\$15,882.86	452.95%
224	Street Maint Materials	\$20,000.00	\$60.00	\$26,614.25	-\$6,614.25	133.07%
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	\$8,000.00	\$0.00	\$16,555.00	-\$8,555.00	206.94%
235	Signs	\$3,000.00	\$0.00	\$2,617.34	\$382.66	87.24%
240	Small Tools and Minor Equip	\$2,500.00	\$595.06	\$4,335.92	-\$1,835.92	173.44%
254	Concessions - Pop	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
259	Unif Erik/Joe	\$300.00	\$45.03	\$300.00	\$0.00	100.00%
260	Unif Eric & Nate	\$300.00	\$0.00	\$300.00	\$0.00	100.00%
261	Unif Jake/Jon/Leigh	\$300.00	\$0.00	\$159.99	\$140.01	53.33%
303	Engineering Fees	\$25,000.00	-\$500.00	\$2,060.10	\$22,939.90	8.24%
304	Legal Fees (Civil)	\$1,000.00	\$0.00	\$225.00	\$775.00	22.50%
314	Surveyor	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
316	Security Monitoring	\$200.00	\$0.00	\$148.05	\$51.95	74.03%
320	Communications	\$1,600.00	\$216.18	\$1,303.12	\$296.88	81.45%
322	Postage	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
331	Travel Expenses	\$1,000.00	\$27.82	\$1,149.42	-\$149.42	114.94%
340	Advertising	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
351	Legal Notices Publishing	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
360	Insurance	\$27,000.00	\$0.00	\$12,377.00	\$14,623.00	45.84%
381	Electric Utilities	\$14,000.00	\$1,510.90	\$10,434.34	\$3,565.66	74.53%
383	Gas Utilities	\$6,000.00	\$425.15	\$1,650.95	\$4,349.05	27.52%
384	Refuse/Garbage Disposal	\$1,000.00	\$47.51	\$1,243.05	-\$243.05	124.31%
385	Sewer Utility	\$400.00	\$126.90	\$528.75	-\$128.75	132.19%
405	Cleaning Services	\$3,700.00	\$176.25	\$2,115.00	\$1,585.00	57.16%
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	\$49.16	\$2,485.05	-\$1,485.05	248.51%
433	Dues and Subscriptions	\$0.00	\$25.00	\$25.00	-\$25.00	0.00%
442	Safety Prog/Equipment	\$1,000.00	\$0.00	\$2,188.45	-\$1,188.45	218.85%
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	\$4,114.64	\$29,796.57	\$15,203.43	66.21%

OBJ	OBJ Descr	2017 Budget	DECEMBER 2017 Amt	2017 YTD Amt	2017 YTD Balance	%YTD Budget
500	Capital Outlay	\$65,000.00	\$0.00	\$27,672.72	\$37,327.28	42.57%
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	\$700.00	\$45,923.21	-\$45,923.21	0.00%
582	Capital Outlay - Crackfill	\$50,000.00	\$0.00	\$0.00	\$50,000.00	0.00%
583	Capital Outlay - Overlays	\$1,826,500.00	\$163,598.61	\$1,327,048.39	\$499,451.61	72.66%
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)		\$2,471,927.00	\$202,712.40	\$1,877,942.64	\$593,984.36	75.97%
DEPT 43100 Cemetery						
210	Operating Supplies	\$940.00	\$108.01	\$136.48	\$803.52	14.52%
220	Repair/Maint Supply - Equip	\$250.00	\$0.00	\$1,127.63	-\$877.63	451.05%
360	Insurance	\$60.00	\$0.00	\$66.00	-\$6.00	110.00%
381	Electric Utilities	\$350.00	\$2.46	\$198.80	\$151.20	56.80%
430	Miscellaneous	\$400.00	\$0.00	\$762.91	-\$362.91	190.73%
452	Refund	\$0.00	\$0.00	\$925.00	-\$925.00	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	\$110.47	\$3,216.82	-\$216.82	107.23%
DEPT 45100 Park and Recreation (GENERAL)						
100	Wages and Salaries Dept Head	\$70,732.00	\$5,467.06	\$71,462.14	-\$730.14	101.03%
101	Assistant	\$28,806.00	\$2,246.96	\$29,620.40	-\$814.40	102.83%
103	Tech 1	\$26,408.00	\$0.00	\$12,513.50	\$13,894.50	47.39%
104	Tech 2	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
105	Part-time	\$43,680.00	\$2,667.13	\$33,654.65	\$10,025.35	77.05%
108	Tech 3	\$33,010.00	\$3,150.50	\$33,851.07	-\$841.07	102.55%
121	PERA	\$15,198.00	\$814.83	\$11,023.17	\$4,174.83	72.53%
122	FICA	\$15,884.00	\$978.02	\$13,173.47	\$2,710.53	82.94%
131	Employer Paid Health	\$22,320.00	\$1,557.20	\$16,169.60	\$6,150.40	72.44%
132	Employer Paid Disability	\$1,452.00	\$112.77	\$1,253.18	\$198.82	86.31%
133	Employer Paid Dental	\$3,956.00	\$258.00	\$3,486.74	\$469.26	88.14%
134	Employer Paid Life	\$336.00	\$16.80	\$218.62	\$117.38	65.07%
136	Deferred Compensation	\$650.00	\$50.00	\$650.00	\$0.00	100.00%
140	Unemployment	\$0.00	\$0.00	\$338.00	-\$338.00	0.00%
151	Workers Comp Insurance	\$9,691.00	\$0.00	\$12,323.00	-\$2,632.00	127.16%
152	Health Savings Account Contrib	\$9,000.00	\$0.00	\$9,000.00	\$0.00	100.00%
200	Office Supplies	\$200.00	\$21.95	\$347.50	-\$147.50	173.75%
208	Instruction Fees	\$500.00	\$0.00	\$197.00	\$303.00	39.40%
210	Operating Supplies	\$3,200.00	\$57.25	\$1,049.31	\$2,150.69	32.79%
212	Motor Fuels	\$2,000.00	\$134.54	\$1,658.77	\$341.23	82.94%
213	Diesel Fuel	\$1,500.00	\$129.75	\$993.37	\$506.63	66.22%
220	Repair/Maint Supply - Equip	\$3,000.00	\$268.02	\$6,853.23	-\$3,853.23	228.44%
221	Repair/Maint Vehicles 306	\$2,000.00	\$535.80	\$1,574.99	\$425.01	78.75%
223	Bldg Repair Suppl/Maintenance	\$15,000.00	\$1,250.16	\$11,989.41	\$3,010.59	79.93%
231	Chemicals	\$5,000.00	\$0.00	\$1,080.00	\$3,920.00	21.60%
235	Signs	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
254	Concessions - Pop	\$300.00	\$0.00	\$107.11	\$192.89	35.70%
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	2017 Budget	DECEMBER 2017 Amt	2017 YTD Amt	2017 YTD Balance	%YTD Budget
261	Unif Jake/Jon/Leigh	\$300.00	\$300.00	\$300.00	\$0.00	100.00%
264	Unif Bobby/Ron	\$300.00	\$0.00	\$300.00	\$0.00	100.00%
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
304	Legal Fees (Civil)	\$250.00	-\$390.00	\$497.65	-\$247.65	199.06%
308	Instructors Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
309	Tennis	\$1,600.00	\$0.00	\$1,080.92	\$519.08	67.56%
310	Program Supplies	\$1,000.00	\$0.00	\$1,367.20	-\$367.20	136.72%
311	Softball/Baseball	\$1,000.00	\$0.00	\$138.74	\$861.26	13.87%
312	Aerobic Instruction	\$0.00	\$199.20	\$349.20	-\$349.20	0.00%
315	Warm House/Garage Exp	\$1,000.00	\$53.70	\$833.49	\$166.51	83.35%
316	Security Monitoring	\$1,200.00	\$0.00	\$619.76	\$580.24	51.65%
317	Soccer/Skating	\$1,500.00	\$0.00	\$1,175.00	\$325.00	78.33%
318	Garage (North)	\$3,000.00	\$69.00	\$1,174.48	\$1,825.52	39.15%
319	Donation Expenditures	\$0.00	\$0.00	\$1,758.97	-\$1,758.97	0.00%
320	Communications	\$3,500.00	\$691.19	\$4,307.91	-\$807.91	123.08%
322	Postage	\$150.00	\$0.00	\$58.81	\$91.19	39.21%
323	Garage (East)	\$800.00	\$4.56	\$811.59	-\$11.59	101.45%
324	Disc Golf Expenses	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
331	Travel Expenses	\$700.00	\$62.85	\$863.58	-\$163.58	123.37%
335	Background Checks	\$150.00	\$0.00	\$60.00	\$90.00	40.00%
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	\$11,665.00	\$3,335.00	77.77%
381	Electric Utilities	\$13,000.00	\$1,676.26	\$14,838.03	-\$1,838.03	114.14%
383	Gas Utilities	\$7,500.00	\$500.46	\$3,510.96	\$3,989.04	46.81%
384	Refuse/Garbage Disposal	\$800.00	\$72.63	\$792.99	\$7.01	99.12%
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	\$1,103.98	-\$303.98	138.00%
433	Dues and Subscriptions	\$500.00	\$0.00	\$220.00	\$280.00	44.00%
442	Safety Prog/Equipment	\$1,500.00	\$0.00	\$27.58	\$1,472.42	1.84%
443	Sales Tax	\$1,600.00	\$217.00	\$2,958.00	-\$1,358.00	184.88%
445	Sr Meals Expense	\$400.00	\$0.00	\$492.36	-\$92.36	123.09%
448	Weight Room Ins Reimbur	\$150.00	\$9.75	\$125.25	\$24.75	83.50%
450	Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
452	Refund	\$150.00	\$0.00	\$95.00	\$55.00	63.33%
453	80 Acre Development Expense	\$1,000.00	\$0.00	\$1,000.00	\$0.00	100.00%
457	Weight Room Expenses	\$2,000.00	\$0.00	\$1,183.44	\$816.56	59.17%
459	PAL Foundation Expenditures	\$3,000.00	\$1,113.00	\$15,212.91	-\$12,212.91	507.10%
461	Silver Sneakers	\$6,300.00	\$768.00	\$8,270.37	-\$1,970.37	131.28%
481	Park Master Plan	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$60,000.00	\$11,560.20	\$58,291.57	\$1,708.43	97.15%
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	\$540.00	\$7,855.50	-\$7,855.50	0.00%
557	Capital Outlay - Tennis Courts	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600	Principal	\$1,250.00	\$104.14	\$1,145.54	\$104.46	91.64%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 45100 Park and Recreation (GENERA		\$456,523.00	\$37,268.68	\$419,074.01	\$37,448.99	91.80%
DEPT 45500 Library						
101	Assistant	\$31,616.00	\$2,510.22	\$32,175.62	-\$559.62	101.77%
121	PERA	\$2,371.00	\$188.26	\$2,413.16	-\$42.16	101.78%
122	FICA	\$2,419.00	\$160.61	\$2,132.23	\$286.77	88.15%
131	Employer Paid Health	\$15,941.00	\$1,557.20	\$16,169.60	-\$228.60	101.43%

OBJ	OBJ Descr	2017 Budget	DECEMBER 2017 Amt	2017 YTD Amt	2017 YTD Balance	%YTD Budget
132	Employer Paid Disability	\$260.00	\$25.56	\$294.64	-\$34.64	113.32%
133	Employer Paid Dental	\$1,172.00	\$86.00	\$1,046.00	\$126.00	89.25%
134	Employer Paid Life	\$67.00	\$5.60	\$67.20	-\$0.20	100.30%
135	Employer Paid Other	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
140	Unemployment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
151	Workers Comp Insurance	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
152	Health Savings Account Contrib	\$6,000.00	\$0.00	\$3,000.00	\$3,000.00	50.00%
201	Library Operating Supplies	\$2,000.00	\$0.00	\$2,502.84	-\$502.84	125.14%
202	Library Subscriptions	\$500.00	\$413.76	\$1,043.68	-\$543.68	208.74%
203	Library Books	\$500.00	-\$56.00	\$7,805.23	-\$7,305.23	1561.05%
204	Children s Program Expense	\$150.00	\$0.00	\$27.21	\$122.79	18.14%
205	Library Luncheon Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
206	Book Sale Expenses	\$0.00	\$0.00	\$353.20	-\$353.20	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	\$164.00	\$755.97	\$244.03	75.60%
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	\$333.96	\$666.04	33.40%
443	Sales Tax	\$0.00	\$3.00	\$386.00	-\$386.00	0.00%
452	Refund	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
459	PAL Foundation Expenditures	\$250.00	\$0.00	\$2,270.53	-\$2,020.53	908.21%
500	Capital Outlay	\$3,063.00	\$0.00	\$3,858.14	-\$795.14	125.96%
600	Principal	\$1,250.00	\$104.14	\$1,145.54	\$104.46	91.64%
DEPT 45500 Library		\$70,359.00	\$5,162.35	\$77,780.75	-\$7,421.75	110.55%
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	\$450.00	-\$450.00	0.00%
DEPT 47013 Bond Disclosure		\$0.00	\$0.00	\$450.00	-\$450.00	0.00%
DEPT 47014 2012 Series A						
600	Principal	\$185,000.00	\$0.00	\$185,000.00	\$0.00	100.00%
610	Interest	\$31,155.00	\$0.00	\$27,202.50	\$3,952.50	87.31%
620	Fiscal Agent s Fees	\$300.00	\$329.00	\$582.00	-\$282.00	194.00%
DEPT 47014 2012 Series A		\$216,455.00	\$329.00	\$212,784.50	\$3,670.50	98.30%
DEPT 47015 47015 Series 2015B						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47015 47015 Series 2015B		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 48000 Recycling						
384	Refuse/Garbage Disposal	\$32,340.00	\$2,437.00	\$29,252.36	\$3,087.64	90.45%
388	Recycling Expenses	\$100.00	\$50.00	\$336.00	-\$236.00	336.00%
430	Miscellaneous	\$2,340.00	\$258.00	\$3,140.00	-\$800.00	134.19%
DEPT 48000 Recycling		\$34,780.00	\$2,745.00	\$32,728.36	\$2,051.64	94.10%
FUND 101 GENERAL FUND		\$5,238,587.00	\$416,403.23	\$4,504,891.93	\$733,695.07	85.99%
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	2017 Budget	DECEMBER 2017 Amt	2017 YTD Amt	2017 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 2004	\$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	2017 Budget	DECEMBER 2017 Amt	2017 YTD Amt	2017 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	\$2,400.00	\$0.00	\$0.00	\$2,400.00	0.00%
DEPT 47013 Bond Disclosure		\$2,400.00	\$0.00	\$0.00	\$2,400.00	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	\$136,000.00	\$0.00	\$136,000.00	\$0.00	100.00%
610	Interest	\$11,220.00	\$0.00	\$11,220.00	\$0.00	100.00%
620	Fiscal Agent s Fees	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
DEPT 47015 47015 Series 2015B		\$147,520.00	\$0.00	\$147,220.00	\$300.00	99.80%
FUND 301 DEBT SERVICE FUND		\$149,920.00	\$0.00	\$147,220.00	\$2,700.00	98.20%
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	\$63.75	\$586.25	9.81%
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	2017 Budget	DECEMBER 2017 Amt	2017 YTD Amt	2017 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	\$0.00	\$5,798.45	\$12,171.41	-\$12,171.41	0.00%
650	Administrative Costs	\$650.00	\$0.00	\$100.00	\$550.00	15.38%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 46000 Tax Increment Financing		\$1,300.00	\$5,798.45	\$12,335.16	-\$11,035.16	948.86%
DEPT 46001 TIF 1-9 MidWest Asst Living						
646	TaxIncrement 9-C&J Dev	\$10,200.00	\$0.00	\$0.00	\$10,200.00	0.00%
DEPT 46001 TIF 1-9 MidWest Asst Living		\$10,200.00	\$0.00	\$0.00	\$10,200.00	0.00%
FUND 405 TAX INCREMENT FINANCE PROJEC		\$11,500.00	\$5,798.45	\$12,335.16	-\$835.16	107.26%
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	2017 Budget	DECEMBER 2017 Amt	2017 YTD Amt	2017 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	\$2,492.14	-\$2,492.14	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	\$2,492.14	-\$2,492.14	0.00%

OBJ	OBJ Descr	2017 Budget	DECEMBER 2017 Amt	2017 YTD Amt	2017 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 2004		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47009 2003 Joint Facility						
430	Miscellaneous	\$12,500.00	\$3,700.00	\$7,420.00	\$5,080.00	59.36%
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47009 2003 Joint Facility		\$12,500.00	\$3,700.00	\$7,420.00	\$5,080.00	59.36%
FUND 502 ECONOMIC DEVELOPMENT FUND		\$12,500.00	\$3,700.00	\$9,912.14	\$2,587.86	79.30%
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	\$447,873.11	-\$447,873.11	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	\$447,873.11	-\$447,873.11	0.00%
FUND 503 EDA (REVOLVING LOAN)		\$0.00	\$0.00	\$447,873.11	-\$447,873.11	0.00%
FUND 601 SEWER OPERATING FUND						
DEPT 43200 Sewer						
100	Wages and Salaries Dept Head	\$71,540.00	\$5,883.82	\$85,996.52	-\$14,456.52	120.21%
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	\$5,366.00	\$441.28	\$5,735.44	-\$369.44	106.88%
122	FICA	\$5,473.00	\$400.47	\$5,300.92	\$172.08	96.86%
131	Employer Paid Health	\$15,941.00	\$1,557.20	\$16,169.60	-\$228.60	101.43%
132	Employer Paid Disability	\$663.00	\$61.66	\$725.60	-\$62.60	109.44%
133	Employer Paid Dental	\$1,172.00	\$86.00	\$1,046.00	\$126.00	89.25%
134	Employer Paid Life	\$67.00	\$5.60	\$67.20	-\$0.20	100.30%
136	Deferred Compensation	\$650.00	\$50.00	\$650.00	\$0.00	100.00%
151	Workers Comp Insurance	\$3,891.00	\$0.00	\$4,788.00	-\$897.00	123.05%
152	Health Savings Account Contrib	\$6,000.00	\$0.00	\$6,000.00	\$0.00	100.00%
200	Office Supplies	\$250.00	\$0.00	\$675.44	-\$425.44	270.18%
208	Instruction Fees	\$2,000.00	\$55.00	\$1,845.00	\$155.00	92.25%
210	Operating Supplies	\$1,500.00	\$498.66	\$1,628.78	-\$128.78	108.59%
212	Motor Fuels	\$2,000.00	\$0.00	\$531.54	\$1,468.46	26.58%
213	Diesel Fuel	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
220	Repair/Maint Supply - Equip	\$7,000.00	\$3,108.28	\$16,848.38	-\$9,848.38	240.69%
221	Repair/Maint Vehicles 306	\$1,500.00	\$54.57	\$54.57	\$1,445.43	3.64%
222	Tires	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$1,500.00	\$1,095.16	\$10,356.57	-\$8,856.57	690.44%
229	Oper/Maint - Lift Station	\$12,000.00	\$673.54	\$21,486.05	-\$9,486.05	179.05%
230	Repair/Maint - Collection Syst	\$7,000.00	\$2,693.55	\$6,278.20	\$721.80	89.69%
231	Chemicals	\$10,000.00	\$1,833.46	\$19,864.45	-\$9,864.45	198.64%
258	Unif Tony/Ted/Gerald/Fire	\$300.00	-\$19.95	\$300.00	\$0.00	100.00%
303	Engineering Fees	\$1,000.00	\$0.00	\$148.00	\$852.00	14.80%
304	Legal Fees (Civil)	\$250.00	\$0.00	\$75.00	\$175.00	30.00%

OBJ	OBJ Descr	2017 Budget	DECEMBER 2017 Amt	2017 YTD Amt	2017 YTD Balance	%YTD Budget
320	Communications	\$600.00	\$303.04	\$1,417.37	-\$817.37	236.23%
321	Communications-Cellular	\$1,400.00	\$118.51	\$1,571.87	-\$171.87	112.28%
322	Postage	\$800.00	\$94.87	\$1,088.52	-\$288.52	136.07%
331	Travel Expenses	\$2,000.00	\$0.00	\$2,199.68	-\$199.68	109.98%
340	Advertising	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
351	Legal Notices Publishing	\$200.00	\$0.00	\$124.66	\$75.34	62.33%
360	Insurance	\$7,500.00	\$0.00	\$8,108.00	-\$608.00	108.11%
381	Electric Utilities	\$26,000.00	\$2,693.46	\$26,030.62	-\$30.62	100.12%
383	Gas Utilities	\$3,000.00	\$397.04	\$1,443.62	\$1,556.38	48.12%
384	Refuse/Garbage Disposal	\$0.00	\$0.00	\$514.80	-\$514.80	0.00%
406	Lab Testing	\$10,000.00	\$712.80	\$12,466.18	-\$2,466.18	124.66%
407	Sludge Disposal	\$12,000.00	\$3,600.00	\$19,260.00	-\$7,260.00	160.50%
420	Depreciation Expense	\$200,000.00	\$0.00	\$0.00	\$200,000.00	0.00%
430	Miscellaneous	\$100.00	\$0.00	\$97.46	\$2.54	97.46%
433	Dues and Subscriptions	\$300.00	\$0.00	\$471.00	-\$171.00	157.00%
442	Safety Prog/Equipment	\$1,500.00	\$270.28	\$403.24	\$1,096.76	26.88%
443	Sales Tax	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
450	Permits	\$200.00	\$0.00	\$1,450.00	-\$1,250.00	725.00%
452	Refund	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
500	Capital Outlay	\$232,402.00	\$363,962.25	\$720,964.30	-\$488,562.30	310.22%
553	Capital Outlay - Other	\$0.00	-\$200.00	\$42,358.12	-\$42,358.12	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		\$656,865.00	\$390,430.55	\$1,046,540.70	-\$389,675.70	159.32%
DEPT 47007 2003 Series A Disposal						
615	Issuance Costs (Other Financin	\$0.00	\$13,000.00	\$13,000.00	-\$13,000.00	0.00%
DEPT 47007 2003 Series A Disposal		\$0.00	\$13,000.00	\$13,000.00	-\$13,000.00	0.00%
FUND 601 SEWER OPERATING FUND		\$656,865.00	\$403,430.55	\$1,059,540.70	-\$402,675.70	161.30%
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	\$27,106.00	\$0.00	\$31,155.00	-\$4,049.00	114.94%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

OBJ	OBJ Descr	2017 Budget	DECEMBER 2017 Amt	2017 YTD Amt	2017 YTD Balance	%YTD Budget
620	Fiscal Agent s Fees	\$750.00	\$371.00	\$613.00	\$137.00	81.73%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47007 2003 Series A Disposal		\$202,856.00	\$371.00	\$206,768.00	-\$3,912.00	101.93%
DEPT 47008 2003 Series B Sewer						
452	Refund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47008 2003 Series B Sewer		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 651 SEWER RESTRICTED SINKING FUN		\$202,856.00	\$371.00	\$206,768.00	-\$3,912.00	101.93%
FUND 652 WASTEWATER MGMT DISTRICT						
DEPT 41910 Planning and Zoning						
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41910 Planning and Zoning		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 652 WASTEWATER MGMT DISTRICT		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$6,272,228.00	\$829,703.23	\$6,388,541.04	-\$116,313.04	101.85%

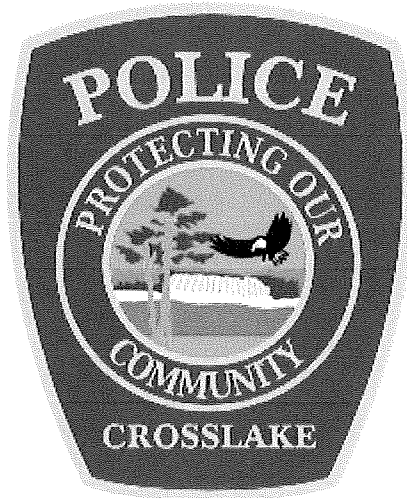
C.5.

City of Crosslake - Preliminary 12/31/2017 Preliminary Budget to Actual Analysis (Remove Debt Service, Capital Outlay and Operating Transfers)					
Description	2017 Budget	31-Dec	2017 YTD Amount	2017 YTD Balance	2017 %YTD Budget
Total Expense (From Month End Report For December 31, 2017)	\$ 6,272,228	\$ 829,703	\$ 6,388,541	\$ (116,313)	101.85%
Adjustments:					
<u>Less: All DS Issues</u>					
(101-41400-600) Administration: Copier Lease	(864)	(144)	(864)	0	100.00%
(101-41910-600) Planning and Zoning: Copier Lease	(864)	(144)	(864)	0	100.00%
(101-42110-600) Police: Copier Lease	(144)	(24)	(144)	0	100.00%
(101-45100-600) Parks and Rec.: Copier Lease	(1,250)	(104)	(1,146)	(104)	91.64%
(101-45500-600) Library: Copier Lease	(1,250)	(104)	(1,146)	(104)	91.64%
(101-47014-600) 2012 Series A - Principal	(185,000)	0	(185,000)	0	100.00%
(101-47014-610) 2012 Series A - Interest	(31,155)	0	(27,203)	(3,953)	87.31%
(101-47014-620) 2012 Series A - Fiscal Agent Fees	(300)	(329)	(1,032)	732	0.0%
(301-47015-600) 2015 Series B - Principal	(136,000)	0	(136,000)	0	100.00%
(301-47015-610) 2015 Series B - Interest	(11,220)	0	(11,220)	0	100.00%
(301-47015-620) 2015 Series B - Fiscal Agent Fees	(300)	0	0	(300)	0.00%
(301-47013-440/621) Fiscal Agent Fees	(2,400)	0	0	(2,400)	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	(27,105)	0	(31,155)	4,050	114.94%
(651-47007-620) 2012 Series A Disposal - Fiscal Agent Fees	(750)	(371)	(613)	(137)	81.73%
<i>Total Debt Service</i>	<u>(573,602)</u>	<u>(1,220)</u>	<u>(571,386)</u>	<u>(2,216)</u>	<u>99.61%</u>
<u>Less - All Capital Outlay Accounts:</u>					
(101-41400-500) Administration	(3,063)	0	0	(3,063)	0.00%
(101-41910-500) Planning and Zoning	(3,000)	0	(1,996)	(1,004)	66.54%
(101-41940-500) General Government Capital Outlay	(36,000)	0	(47,113)	11,113	130.87%
(101-42110-500) Police Administration Capital Outlay	(10,023)	0	(5,005)	(5,018)	49.94%
(101-42110-550) Police Administration Capital Outlay - Vehicles	(49,000)	(170)	(88,222)	39,222	180.05%
(101-42280-500) Fire Administration - Capital Outlay	(162,000)	(8,725)	(214,833)	52,833	132.61%
(101-42280-550) Fire Administration - Capital Outlay - Vehicles	0	0	0	0	0.00%
(101-43000-500) Public Works - Capital Outlay	(1,941,500)	(164,299)	(1,400,644)	(540,856)	72.14%
(101-43100-500) Cemetery - Capital Outlay	(1,000)	0	0	(1,000)	0.00%
(101-45100-500) Parks and Recreation - Capital Outlay	(60,000)	(12,100)	(66,147)	6,147	110.25%
(101-45500-500) Library	(3,063)	0	(3,858)	795	0.00%
(601-43200-500) Sewer - Capital Outlay	(232,402)	(363,762)	(763,322)	530,920	328.45%
<i>Total Capital Outlay</i>	<u>(2,501,051)</u>	<u>(549,056)</u>	<u>(2,591,142)</u>	<u>90,091</u>	<u>103.60%</u>
<u>Less: Other Items:</u>					
Transfer Revolving Loan Program to Crow Wing Cooperative	0	0	(447,873)	447,873	0%
Operating Transfers from General Fund to Sewer Fund)	(217,805)	0	0	(217,805)	0%
<i>Total Operating Transfers Between Funds</i>	<u>(217,805)</u>	<u>0</u>	<u>(447,873)</u>	<u>230,068</u>	<u>0%</u>
<u>Less: Depreciation/Amortization</u>					
(601) Depreciation	(200,000)	0	0	(200,000)	0.00%
Adjusted Expenditures	\$ 2,779,770	\$ 279,427	\$ 2,778,140	\$ 1,630	99.94%
<u>Linear Assumption (12 Month/12 Months) = 100.00%</u>					
	100.00%	\$ 6,272,228			-0.06%

City of Crosslake
12/31/217

Depository	Percent of Total Bank Balance	Bank Balance	Less: Insurance FDIC/NCUA	Deposits Requiring Collateral	Amount of Collateral Required (110% of Deposits Requiring Collateral)		Market Value of Collateral Provided	Sufficient (Insufficient) Collateral Coverage	Collateral Description	Expiration Date
					Deposits Requiring Collateral	Deposits Requiring Collateral				
BlackRidge Bank	51.8%	\$ 211,364	\$ 250,000	\$ 0	0	0	\$ 0	0		1/0/1900
Frandsen Bank and Trust	48.2%	\$ 196,955	\$ 250,000	\$ 0	0	0	\$ 1,241,120	\$ 1,268,638	3132J4FG9 FHLMC POOL G30866, 4.00	4/1/2034
Totals	100.0%	\$ 408,319		\$ -	0	0	\$ 1,241,120	\$ 1,268,638		

C.6.



CROSSLAKE POLICE DEPARTMENT

MONTHLY REPORT

December

2017

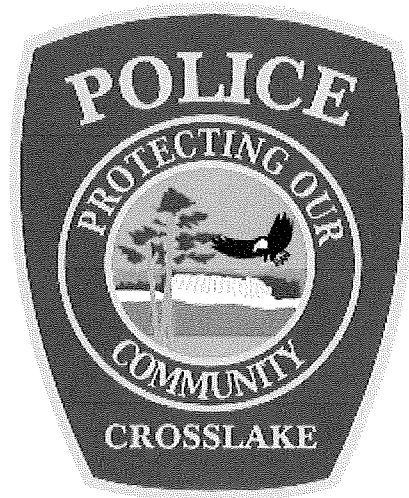
Crosslake Police Department

Monthly Report

December 2017

Agency Assist	24
Alarm	22
Animal Complaint	3
Civil Problem	5
Death	1
Disturbance	1
Driving Complaint	1
Ems	20
Fire	1
Fraud	1
Gas Leak	1
Gun Permits	3
Harass Comm	2
Housewatch	1
Information	6
Lost Property	1
Motorist Assist	1
Parking Complaint	2
Predatory Offender	1
Property Damage Acc	5
Public Assist	2
Scam/Con	1
Shooting Complaint	1
Suspicious Activity	1
Suspicious Vehicle	3
Theft	2
Threats	1
Traffic Arrests	2
Traffic Citations	5
Traffic Warnings	24
Warrant Service Atmpt	1
Welfare Check	8
Total	153

C.14.



CROSSLAKE POLICE DEPARTMENT

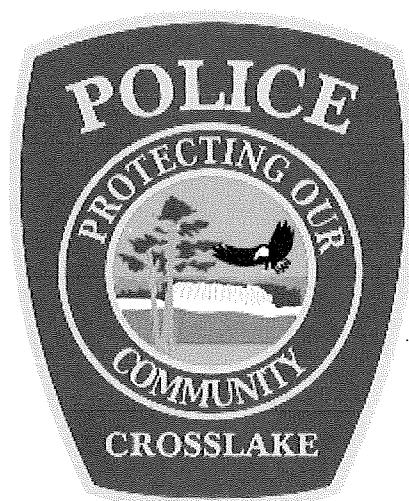
MISSION TOWNSHIP MONTHLY REPORT

December

2017

**Crosslake Police Department
Mission Township Monthly Report
December 2017**

Driving Complaint	1
Housewatch	6
Personal In Accident	1
Probation Violation	1
Property Damage Acc	2
Suicidal Person	1
Traffic Arrest	1
Traffic Citations	6
Traffic Warnings	21
Total	40



CROSSLAKE POLICE DEPARTMENT

ANNUAL REPORT
2017

Crosslake Police Department

Annual Report

2017

911 Hangup	7
Abandoned Vehicle	1
Agency Assist	252
Alarm	232
Animal Bite	2
Animal Complaint	64
Assault	2
ATV	3
Burglary	4
Burglary In Prog	3
Burning Complaint	6
Child Maltreatment	1
Civil Problem	21
Compliance Check	3
Criminal Sexual Cond	3
Damage To Property	10
Death	4
Disturbance	17
Domestic	8
Driving Complaint	37
Drug Investigation	2
Ems	257
Escort	2
Extra Patrol	5
Fight	5
Fire	14
Fireworks	4
Found Property	12
Fraud	6
Garbage Dumping	1
Gas Leak	5
Gun Permits	24

Harass Comm	4
Hazard In Road	17
Housewatch	13
Indecent Conduct	3
Information	104
Internet Crime	2
Intoxicated Person	10
Licensing	1
Lost Property	10
Missing Persons	5
Motorist Assist	9
Noise Complaint	19
OFP Violation	1
Open Door	7
Other	5
Parking Complaint	14
Party Complaint	1
Personal In Accident	5
Predatory Offender	1
Property Damage Acc	51
Prowler	1
Public Assist	24
Scam/Con	7
Shooting Complaint	5
Stolen Recovered	1
Suicidal Person	10
Suspicious Activity	27
Suspicious Person	20
Suspicious Vehicle	22
Theft	23
Threats	3
Traffic Arrests	14
Traffic Citations	57
Traffic Warnings	726
Trespass	5
Vulnerable Adult	2
Warrant CWC	2

Warrant Service	1
Warrant Service Atmpt	7
Weather W/W	1
Welfare Check	46
Worthless Check	1
Total	2304

2017 Crosslake Annual Calls 2304

2016 Crosslake Annual Calls 2160

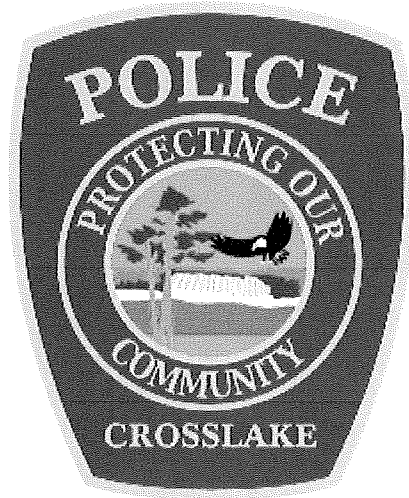
2017 Mission Annual Calls 633

2016 Mission Annual Calls 433

2017 Combined Annual Calls 2937

2016 Combined Annual Calls 2593

C.16.



CROSSLAKE POLICE DEPARTMENT

MISSION TOWNSHIP
ANNUAL REPORT
2017

Crosslake Police Department **Mission Township Annual Report** **2017**

911 Hangup	1	Motorist Assist	7
Agency Assist	8	Parking Complaint	2
Alarm	11	Personal In Accident	3
Animal Complaint	5	Probation Violation	1
Attempt To Locate	1	Property Damage Acc	6
Burglary	1	Scam/Con	1
Civil Problem	1	Stalled Vehicle	1
Damage To Property	2	Suicidal Person	1
Disturbance	2	Suspicious Activity	3
Driving Complaint	15	Suspicious Person	2
Ems	15	Suspicious Vehicle	7
Extra Patrol	3	Theft	8
Fire	2	Traffic Arrests	7
Fraud	2	Traffic Citations	81
Hazard In Road	4	Traffic Warnings	404
Housewatch	17	Trespass	1
Information	1	Welfare Check	6

Total 633



Crosslake Fire Department
Date: December 2017

C-17.

Incidents

Description of Incident	Calls	YTD
3 - Rescue & Emergency Medical Services		
311 - Medical Assist - Assist EMS Crew	20	258
300 - Rescue, EMS Incident		1
322 - Motor Vehicle Accident with Injuries	1	7
324 - Motor Vehicle Accident with No Injuries		1
340 - Search for Lost Person		2
362 - Ice Rescue		
326 - Snowmobile Accident With Injuries		
Total:	21	269
1 - Fire		
111 - Building Fire		4
111 - Building Fire (Mutual Aid)	1	2
114 - Chimney Fire		
112/118/113 - Fire Other		3
143 - Grass Fire/Wildland Fire		4
131 - Automobile Fire	1	1
Total:	2	14
4 - Hazardous Condition (No Fire)		
411 - Gasoline or other Flammable Liquid Spill		1
412 - Gas Leak (Natural Gas or LPG)	1	4
444 - Power Line Down/Trees on Road		2
Total Hazardous Condition:	1	7
5 - Service Call		
571 - Cover Assignment, Standby		
561 - Unauthorized Burning		2
Total:	0	2
6 - Good Intent Call		
611 - Dispatched and Cancelled en route	1	9
600 - Good Intent Call		1
609 - Smoke scare, Odor of smoke		3
Total:	1	13
7 - False Alarm & False Call		
743 - Smoke Detector Activation - No Fire		14
746 - Carbon Monoxide Detector Activation - No CO		1
731 - Sprinkler Activation due to Malfunction		
Total:	0	15
8 - Severe Weather & Natural Disaster		
814 - Lightning Strike (No Fire)		
Total:		1
Total Incidents:	25	321

C.18.

MONTHLY PLANNING & ZONING STATISTICS - CROSSLAKE

PERMITS	December-2017	Year-to-Date 2017	December-2016	Year-to-Date 2016
New Construction (Dwellings)	0	47	0	28
Septic - New	0	40	0	18
Septic Upgrades	0	26	1	20
Porch / Deck	1	50	0	38
Additions	1	24	1	25
Landscape Alterations	2	60	3	56
Access. Structures	0	38	1	37
Demo/Move	0	21	0	2
Signs	0	3	0	4
Fences	0	9	0	5
E911 Addresses Assigned	0	38	0	17
Total Permits	4	356	6	250

ENFORCEMENT / COMPLAINTS	Year-to-Date 2017	Year-to-Date Closed	Year-to-Date Open	Year-to-Date % Closed
Enforcement	10	9	1	90.0%

CUSTOMER SERVICE STATISTICS	December-2017	Year-to-Date 2017	December-2016	Year-to-Date 2016
Counter Visits	32	979	15	856
Phone Calls	64	1674	52	1516
Email	20	530	12	510
Total	116	3183	79	2882

Call For Service	1	74	1	86
Shoreland Rapid Assessment Completed (Buffer)	0	26	0	32
Stormwater Plans Submitted	1	74	3	94
Site Visits	4	540	16	617

COMPLIANCE SEPTIC STATISTICS	Year-To-Date Received 2017	Year-To-Date Failed 2017	Year-To-Date Received 2016	Year-To-Date Failed 2016
Septic Compliance Inspections	169	9	151	3
Passing Septic Compliance Percentage		94.7%		98.0%

PUBLIC HEARINGS	December-2017	Year-to-Date 2017	December-2016	Year-to-Date 2016
DRT	3	28	0	28
Variance	1	20	2	16
CUP/IUP	0	5	0	1
Land Use Map Amendments	0	0	0	2
Subdivisions (Metes & Bounds; Preliminary; Final)	0	5	0	7
Consolidations/Lot Line Adjustments	0	3	0	5

C.19.



STATED MINUTES

City of Crosslake Planning Commission/Board of Adjustment

November 13, 2017
11:00 A.M.

Crosslake City Hall
37028 County Road 66
Crosslake, MN 56442

1. Present: Chair Aaron Herzog; Joel Knippel; Mark LaFon; Alternate Mark Lindner; Alternate Bill Schiltz; and Council Member Dave Nevin
2. Absent: Vice-Chair Mark Wessels & Matt Kuker
3. Staff: Paul Herkenhoff, Environmental Services Manager; Jon Kolstad, Crosslake Land Services Specialist and Cheryl Stuckmayer, Customer Service Specialist
4. 10-27-17 Minutes & Findings – **Motion by Knippel; supported by LaFon to approve the minutes & findings as written. All members voting “Aye”, Motion carried.**
5. Old Business
 - 5.1 None
6. New Business
 - 6.1 Mark D & Darla K Jensen – Variance for bluff setback
 - 6.2 Michael & Jennifer Brendon – After-the-Fact Variance for septic system setback
7. Other Business
 - 7.1 Staff Report
8. Open Forum
9. Adjournment

Mark D & Darla K Jensen
141470040080009

Herzog announced the variance request and invited Jensen, the applicant/owner to the podium. Kolstad read the variance request, project details, no comments received, history of the parcel, proposed impervious and the need to work with the staff to implement a stormwater management plan into the record. Jensen, in response to a question on the upper level use, clarified that it is for storage use. Nevin stated that the future use in the upper level would most likely change to be or include living accommodations. LaFon mentioned that future use as a dwelling area would affect the septic system. It was stated that if there would be a future change in use to include a dwelling area that the septic system may need to be looked at to stay compliant with the ordinance requirements. Herzog opened the public hearing. James Talbott of 12604 Manhattan Point Blvd specified that he had attended to let it be known that it is a good idea to back up a structure from the location of the bluff, but that it is not relevant to this variance request. Herzog closed the public hearing. Herzog asked if any of the commissioners had additional questions, but none were forthcoming. Herzog requested Kolstad to initiate the findings of fact procedure with the board members deliberating and responding to each question.

November 13, 2017 Action:

Motion by LaFon; supported by Knippel to approve the variance for:

- Bluff setback of 23 feet where 30 feet is required to proposed attached garage
- To construct:**
- 1220 square foot attached garage

Per the findings of fact as discussed, the on-sites conducted on 11-13-17 and as shown on the certificate of survey received at the Planning & Zoning office dated 10-24-17 for property located 12270 Manhattan Pt Blvd, Sec 6, City of Crosslake

Conditions:

Chapter 26 – Land Use; Sec. 26-227 Variance Decision - Variances must be substantially completed within two years of receiving approval – the approval of this variance will expire on 11-13-19

1. Work with the staff to implement and expand on the submitted stormwater plan
2. Work with staff to implement and maintain erosion/sediment control where necessary during and after construction
3. No excavation dirt to be placed/stored within the bluff impact zone
4. Maintain the existing shoreline vegetation

Findings: See attached

All members voting “Aye”, Motion carried.

**Michael & Jennifer Brendon
14130000025B009, 141300000260009,
141300000270009**

Herzog announced the variance request and invited Brendon, the applicant/owner to the podium. Kolstad read the variance request, project details, no comments received, history of the parcel, sealed shallow well paperwork, stormwater management needs and the county approved septic design upon variance approval into the record. LaFon & Herzog stated that the previous staff errored on the side yard measurement of 8 feet where there should have been 10 feet to the accessory structure from the side yard. Schiltz asked for clarification on the design paperwork pertaining to the existing drainfield trenches. Brendon explained that the cleanouts could easily be removed and one possibly was missing or had been overlooked. Schiltz wanted to explore the reason why the drainfield was not on the other side of the driveway; the opposite side of the accessory structure. It was assumed the owner and possibly the designer wanted to save the trees and found the other side my desirable. Kolstad explained the current system was complying and the proposed upgrade design was approved by the county professional with the understanding of the variance need. The stormwater management plan was discussed with Brendon stating his current plan was to install gutters on the accessory structure. Herzog asked if any of the commissioners had additional questions, but none were forthcoming. Herzog opened the public hearing with no response, therefore the public hearing was closed. Herzog requested Kolstad to initiate the findings of fact procedure with the board members deliberating and responding to each question.

November 13, 2017 Action:

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

- **Septic system setback of 2 feet where 20 feet is required to septic system drainfield**
- To allow and construct:**
- **Existing septic system drainfield**
 - **Install additional septic system drainfield trench**

Per the findings of fact as discussed and the on-site conducted on 11-13-17 and as shown on the septic design received at the Planning & Zoning office dated 9-25-17 for property located at 12408 Ivy Lane, Sec 31, City of Crosslake

Conditions:

Chapter 26 – Land Use; Sec. 26-227 Variance Decision - Variances must be substantially completed within two years of receiving approval – the approval of this variance will expire on 11-13-19

- 1. Obtain a permit for the approved septic system upgrade**
- 2. Work with the staff to develop and implement a stormwater management plan to accommodate a one inch rainfall per the impervious calculations**
- 3. Implement and maintain the required shoreline rapid assessment model results of 15 feet on 70% of the shoreline width**

November 13, 2017 Planning Commission/Board Of Adjustment Meeting

4. Work with staff to implement and maintain erosion/sediment control where necessary during and after construction
5. The upgrade to the septic system to be completed no later than June 1, 2018

Findings: See attached

All members voting "Aye", Motion carried.

Other Business:

1. Staff report
 - a. Monthly city council report
 - b. Development Review Team (DRT) had no November monthly meetings
 - c. November permits had no significant items to report
 - d. Two PC/BOA terms expire on January 31, 2018
 - e. City meetings of interest schedule
 - f. Variance approval percentage from 2000 to date
 - g. Septic compliance inspections versus failed systems from 2014 to date

Open Forum:

1. None were discussed.

Matters not on the Agenda:

1. There were no matters not on the agenda

Motion by Knippel; supported by LaFon to adjourn at 12:05 P.M.

All members voting "Aye", Motion carried.

Respectfully yours,

Cheryl Stuckmayer

Cheryl Stuckmayer
Customer Service Specialist

C.20.

Crosslake Park/Library Commission Minutes 2:00 P.M. Wednesday, November 29, 2017

Members Present: John Pribyl, Mick Tchida, Sandy Melberg, Jim Talbott, Margo Jordan and Park & Recreation/Library Director, Jon Henke

Meeting was called to order at 2:03 pm.

I. Appoint New Chairperson

Motion: Appoint Mick Tchida as Crosslake Park/Library Commission Chair

Motion made by Pribyl, Seconded by Melberg - Motion passed Unanimously.

II. Approve Minutes

Motion to Approve Minutes of November 1st Meeting

Motion made by Pribyl, Seconded by Melberg - Motion passed Unanimously

III. South Bay Park Update

City Attorney has sent a letter regarding value of property to the landowner. Property owner needs to accept or take the issue to court. If condemnation proceedings ensue, it would be at least April before the City could move forward.

IV. Senior Dining Delivery

Lutheran Social Services, sponsor of the Crosslake Senior Nutrition Program, required a delivery means to get food from the Pine River site to the Crosslake site after the former Crosslake contract with Reed's Market was discontinued. This involved hiring someone to make the deliveries from Pine River to Crosslake. The former City Administrator Dan Vogt and Mayor Norgaard granted their approval, after receiving approval Jon began the Food Transporter position with LSS. Jon stated the arrangement has worked well over the last 11 months. After discussing the arrangement with City Administrator Mike Lyonais Jon stated that it was important to have formal approval from the Park Commission and the City Council.

Motion: The Crosslake Park/Library Commission recognizes the importance of the LSS Senior Nutrition Program and supports the continuation of Jon Henke working as an LSS Food Transporter. This is with the understanding that Mr. Henke is employed by LSS from approximately 9:45 - 10:30 a.m Monday-Friday and that his job with LSS does not interfere with the duties he has with the City of Crosslake as their Director of Parks, Recreation and Library Services.

Motion made by Melberg, Seconded by Pribyl - Motion passed unanimously.

V. Grooming Equipment

With the cross-country ski season approaching, a short explanation of the trail grooming process was presented by Jon. There is need to develop a base to seal debris underneath the snow before setting track to enhance trail grooming. Jon presented to the Commission two different roller/compactors that would be beneficial to the system. PAL has donated \$1,800 in funds to make this purchase possible.

Motion: To purchase the upgraded roller/compactor at a cost of \$2,800.00, (with a PAL donation of \$1,800.00 and \$1,00.00 from the Parks and Recreation budget).

Motion made by Talbott, Seconded by Pribyl - Motion passed Unanimously

VI. ROW Encroachment—Anchor Point Road and Birch Narrows Road Issues.

- 1) Anchor Point Road: Contractor adjacent to the ROW has destroyed the vegetation while using equipment and materials during the construction of a new home. Contractor has been contacted and has promised to repair issues and restore the ROW to previous condition in the spring.
- 2) Birch Narrows Road: The previous property owner originally had been granted a variance to build 2.5 feet from the property line. However, the property owner has now applied for a remodeling permit and, as a process of granting this permit, Planning and Zoning performed a site visit. The following items were found to be in violation: there is now encroachment of structure steps, lift, docks, clearing and landscaping, 2 egress windows, sprinklers and a well. The Commission made a site visit and decided to meet again to discuss options. For the record Planning and Zoning had ordered that some of the encroachments be taken care of back in 2006.

VII. KRLS Contribution for 2018

- 1) Jon has been notified by KRLS the amount of contribution for books in 2018 will be reduced by \$1,000.00 to a total of \$5,000.00.
- 2) Book sales tallied just over \$5,000.00 for 2017, (about the same amount as the old sale format). Sales will start again in April 2018. Due to a shortage of storage, the Library will not be accepting donations until March 2018.

VIII. Open Forum

- 1) The Commission noted the new flooring in meeting room #1 has been installed.
- 2) New weight room strength equipment is on the agenda for next year. Jon is waiting for several quotes he requested on lease versus purchase options.

IX. Adjourn

Motion made to adjourn by Pribyl, Seconded by Talbott - motion passed Unanimously.

C. 21.

**Crosslake Parks, Recreation & Library Commission Minutes
2:00 P.M. Tuesday, December 5th**

Members Present: Chair Mic Tchida, Don Christner, Jim Talbott, John Pribyl, Sandy Melberg, Parks and Library Director Jon Henke and Councilman David Nevin

Subject: Birch Narrows ROW Encroachment

The Park/Library Commission performed a site visit to 15464 Birch Narrows Rd on Wednesday, November 29th to inspect several encroachments in the public ROW.

What the Commission discovered during their visit was that there were numerous encroachments onto the City ROW. They included: a well, steps to a deck, 2 rock retaining walls, landscaping features, underground sprinklers, docks and boat lift storage and also vegetation in the ROW that had been maintained by the property owner.

Councilman Nevin thought that the private improvements should be removed from the ROW. The Commission members reviewed the City Ordinance in regards to ROW's that lead to the water. The members felt that it was clearly stated in the ordinance that private improvements on public property are forbidden. The Commission members realized that they didn't have the authority to recommend anything other than what the ordinance allowed. Jon explained that the Commission could only offer advice to the Council and any decision allowing private improvements in the ROW would need to be made by the City Council. The members also inquired about the ruling on the Bilski property. Jon stated that the Council did come to an agreement with the Bilski's that cleared up some private improvements that were in the right of way.

The Commission then made the following motion:

The Crosslake Park Commission is recommending to the City Council that the property owner located at 15464 Birch Narrows Road remove the private improvements that are located on the City Right of Way. These improvements include: well, steps to a deck, 2 rock retaining walls, landscaping features, underground sprinklers, docks and boat lift storage and also vegetation in the ROW that had been maintained as the yard of the property owner.

Motion made by Christner, Seconded by Talbott. Motion passed unanimously.

C.22.

Crosslake Roll-Off & Recycling Services

		December							2017		
Mixed		Aluminum		Glass	Plastic	Metal	Cardboard	Electro	Total lbs	2000#	Total Tons
Paper	Tin										
January	9720	750	2100	0	2240	13740	5980	0	34530	2000	17.265
February	0	0	0	6660	1420	0	2540	0	10620	2000	5.31
March	11260	770	0	6120	1500	0	8560	0	28210	2000	14.105
April	9980	0	0	6340	2380	11180	7900	37	37817	2000	18.9085
May	10100	720	2320	0	3860	0	10000	0	27000	2000	13.5
June	7460	1210	0	13120	5120	34400	13380	0	74690	2000	37.345
July	6740	1720	1580	20960	6980	0	8900	0	46880	2000	23.44
August	8840	1605	1980	14460	4600	0	16580	0	48065	2000	24.0325
September	9520	860	0	6400	5500	32600	12940	0	67820	2000	33.91
October	9200	900	0	13800	3960	0	7040	0	34900	2000	17.45
November	9300	0	0	0	2440	1040	6140	0	18920	2000	9.46
December	9860	860	2220	6620	2280	7320	7720		36880	2000	18.44
TOTAL IBS	101980	9395	10200	94480	42280	100280	107680	37			
2000#	2000	2000	2000	2000	2000	2000	2000	2000			
TOTAL TONS	50.99	4.6975	5.1	47.24	21.14	50.14	53.84	0.019			

Tires 0

SCORE REPORT FORM

Mo./Yr. **November 2017**

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)

Corrugated Cardboard
Newspaper
Mixed Paper (News, Mags, Mixed Mail, CDBD)

5,149

2,533

-

2,616

Metal: Appliances, misc...

Commingled Materials: (includes)

13,853

%		lbs
5%	Metals- Aluminum Cans	693
21%	Tin Cans	2909
61%	Glass-	8450
	Clear bottles	
	Green bottles	
	brown bottles	
10%	Plastic - #1 & #2 bottles	1385
3%	Reject	416
100%		13853

Total LBS.

19,002

0

Total Tons

9.50

0

OUT OF COUNTY Waste Disposal

Final Destination: **N/A**

Disposal Site Permit # :

Tons Delivered: **NONE**

**Total Number of
Households
Served this Month**

1015

	Trash		Recycling			
	Accounts	Rate	Accounts	%	Paper	Commingle
BRD	2740	58%	1586	35%	5,859	31,032
BAX	1546	93%	1441	32%	5,324	28,195
B.P.	659	87%	572	13%	2,113	11,192
P.L.	263	77%	202	4%	746	3,952
C.L.	1015	70%	708	16%	2,616	13,853
C TWNSP	0	0%	0	0%	2,442	796
NIS	70	0%	0	0%	-	-
	6293	72%	4509	100%		

16,658

88,224



Real People. Real Solutions.

C. 24.
7656 Design Road
Suite 200
Baxter, MN 56425-8676

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

MEMORANDUM

Date: January 3, 2018

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

From: Michael Rardin, P.E., Senior Project Manager

Subject: Wastewater Treatment Facility Improvements - Pay Request #4
City of Crosslake, Minnesota
Project No.: M25.113425

Attached is pay request number 4 dated December 29, 2017 from Eagle Construction Co., Inc. in the amount of \$175,242.70. We have reviewed this and recommend payment.

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

APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702
PROJECT: CROSSLAKE WWTF IMPROVEMENTS

PAGE 1 OF 2 PAGES

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

(Instructions on reverse side)

APPLICATION NO: 4
PERIOD TO: 12/27/17
PROJECT NOS: M25 113425

OWNER
ARCHITECT
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

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

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	\$453,810.00
5 RETAINAGE:	
a 5% of Completed Work (Column D + E on G703)	\$22,690.50
b 5% of Stored Material (Column F on G703)	\$22,690.50
Total Retainage (Line 5a + 5b or Total in Column I of G703)	\$431,119.50
6 TOTAL EARNED LESS RETAINAGE	
(Line 4 less Line 5 Total)	
7 LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$255,876.80
8 CURRENT PAYMENT DUE	\$175,242.70
9 BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$1,795,880.50

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. 20006-6292 • WARNING: Unauthorized 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

CONTRACTOR:

Date: 12/27/17

By:  Scott Freudenreich


State of: Minnesota
County of: Morrison
Subscribed and sworn to before me this 27 day of December

Notary Public - Minnesota
My Commission Expires January 31, 2022
KIMBERLY BETH FOCHLER
NOTARY PUBLIC - MINNESOTA

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 \$
(Attach explanation of 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.)

By:  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.

Date: 12/29/2017

175,242.70

G702-1992

CONTINUATION SHEET

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certificate, 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.

AIA DOCUMENT G703 (Instructions on reverse side)

APPLICATION NO. 4
APPLICATION DATE: 12/27/2017
PERIOD TO: 12/27/2017
ARCHITECT'S PROJECT NO. W25.113425

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) 8%
				FROM PREVIOUS APPLICATION (D-E)						
1	PERMITS, BONDS, AND INSURANCE	63,000.00		63,000.00		0.00		63,000.00	0.00	5,150.00
2	ADMINISTRATION & SITE SUPERVISION	27,250.00		4,360.00		1,362.50		5,722.50	21,527.50	288.13
3	ALLOWANCES	75,000.00		0.00		0.00		0.00	75,000.00	0.00
4	MOBILIZATION	7,500.00		7,500.00		0.00		7,500.00	0.00	375.00
5	TEMPORARY UTILITIES/CONSTRUCTION	2,500.00		1,250.00		250.00		1,500.00	1,000.00	75.00
6	REMOVALS	69,800.00		3,490.00		0.00		3,490.00	66,310.00	1,450.00
7	EARTHWORK & SITE UTILITIES	194,900.00		38,980.00		38,980.00		77,960.00	116,940.00	3,888.00
8	EROSION CONTROL & TURF RESTORATION	1,000.00		0.00		0.00		0.00	1,000.00	0.00
9	CONCRETE	282,100.00		124,124.00		45,136.00		169,260.00	112,840.00	3,463.00
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		0.00		0.00	49,750.00	0.00
14	HYDRAULIC GATES	26,250.00		0.00		0.00		0.00	26,250.00	0.00
15	CENTRIFUGAL & SUBMERSIBLE PUMPS	48,250.00		0.00		0.00		0.00	48,250.00	0.00
16	VORTEXT PUMP	20,000.00		0.00		0.00		0.00	20,000.00	0.00
17	SCREEN, BLOWERS, AERATION, & MIXERS	222,000.00		0.00		0.00		0.00	222,000.00	3,552.00
18	PORTABLE HOIST	7,000.00		0.00		0.00		0.00	7,000.00	0.00
19	PROCESS PIPE & VALVES	165,800.00		0.00		0.00		0.00	165,800.00	0.00
20	HVAC	7,500.00		0.00		0.00		0.00	7,500.00	0.00
20	ELECTRICAL & CONTROLS	888,000.00		26,640.00		8,880.00		35,520.00	852,480.00	1,775.00
		2,227,000.00		269,344.00		184,466.00	0.00	453,810.00	1,773,190.00	22,890.50

AIA DOCUMENT G703, CONTINUATION SHEET FOR G702, 1992 EDITION. *AIA® 1992 - THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVENUE, N.W., WASHINGTON, D.C. 20006-5292. *WARNING: Unauthorized photocopying violates U.S. copyright laws and will subject the violator to legal prosecution.

G703-1992

C.25.

MEMO TO: City Council

FROM: Charlene Nelson
City Clerk

DATE: January 3, 2018

SUBJECT: GROUP TRANSIENT MERCHANT PERMIT

Mission of the Cross Lutheran Church is requesting approval for a Group Transient Merchant Permit to hold flea markets on their Church property on the following dates in 2018:

May 26

July 7

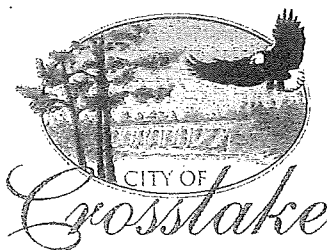
September 1

Sales take place from 8:00 A.M. to 4:00 P.M.

The fee of \$50.00 has been paid to the City.

2018

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



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

License Fee \$ 50⁰⁰

**APPLICATION FOR
GROUP TRANSIENT MERCHANT PERMIT**

1. Name of applicant: Mission of the Cross Lutheran Church
(first) (middle) (last) (maiden)
by Al Schewe cell 612-597-1827
2. Other names under which the applicant conducts business or to which applicant officially answers: _____
3. A physical description of the applicant (hair color, eye color, height, weight, distinguishing marks and features): _____

4. Full address of applicant's permanent address: 13716 County Road 103
Crosslake, MN 56442
5. Type of business for which the applicant is applying: 3 Flea markets
(NU Garage Sale)
6. The dates during which the applicant intends to conduct business in the City (maximum 14 consecutive days): May 26, 2018; July 7, 2018
September 1 2018

7. Any and all addresses and telephone numbers where the applicant can be reached while conducting business within the City: Al Scheme cell 612-597-1827

Al's home 218-763-8266; MOTC 218-692-4228

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

See Above

Dave Teigan 218-831-0370 Secondary
Contact

9. Location where transient merchant intends to set up business (attach written permission of the property owner or the property owner's agent for any property to be used by a transient merchant): address in item 4

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

Flea Market & Craft Sale

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

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

Matt F. Scher
Signature of Applicant

12/12/2017
Date

FOR OFFICE USE

Date of application: 12-12-17

Date license was issued: _____

Notes regarding application and license procedures: _____

C.26.

RETRO ACTIVE BILLS FOR APPROVAL
December 12, 2017-December 31, 2017

VENDORS	DEPT		AMOUNT
Ace Hardware, mailbox, numbers	PW	pd 12-28	49.16
Ace Hardware, ladder, knife, voltage detector	PW	pd 12-28	81.97
Ace Hardware, coolant tester	Park	pd 12-28	7.59
Ace Hardware, battery term	Park	pd 12-28	2.59
Ace Hardware, tape, staples	Police	pd 12-28	9.58
Ace Hardware, staples	Police	pd 12-28	4.99
Ace Hardware, hardware	PW	pd 12-28	2.48
Ace Hardware, clock, heater	Sewer	pd 12-28	71.98
Ace Hardware, propane	Cemetery	pd 12-29	77.96
American Door Works, door repair	PW	pd 12-18	2,516.32
AW Research, water testing	Sewer	pd 12-22	118.80
AW Research, water testing	Sewer	pd 12-28	118.80
Batteries Plus, recycle bulbs	PW	pd 12-20	92.59
Blakeman, pump and haul biosolids	Sewer	pd 12-22	3,600.00
Bolton & Menk, wwtp improvements	Sewer	pd 12-22	11,536.00
Brainerd Hydraulics, parts	PW	pd 12-20	425.14
Brainerd Hydraulics, parts	PW	pd 12-28	14.90
Brians Welding, repair pump housing	Sewer	pd 12-22	83.00
Briggs & Morgan, bond document preparation	Sewer	pd 12-28	6,000.00
City of Crosslake, sewer utilities	PW/Gov't	pd 12-28	180.00
Crosslake Communications, phone, fax, cable, internet	ALL	pd 12-28	1,356.80
Crow Wing County Highway Dept, fuel	ALL	pd 12-22	2,029.49
Crow Wing Power, electric services	ALL	pd 12-22	7,177.70
Dacotah Paper, janitorial supplies	Park	pd 12-22	88.86
David Drown Associates, bonding services	Gov't	pd 12-13	7,000.00
David Drown, continuing disclosure reports	Gov't	pd 12-22	700.00
Dell Computers, server	Park	pd 12-22	5,470.30
Denise Thompson, zumba classes	Park	pd 12-22	199.20
Diamond Industrial Cleaning Equipment, hose repair, wash	PW	pd 12-26	879.82
East Side Oil, oil filter recycling	Gov't	pd 12-20	50.00
Emergency Medical Products, tourniquet, airway sets	Fire	pd 12-20	355.60
Fire Instruction & Rescue, ice rescue training	Fire	pd 12-13	600.00
Frieghtliner, replace seats	PW	pd 12-28	1,905.91
Giter Dun, pump sewer	Sewer	pd 12-22	525.00
Gov Office, website hosting	Gov't	pd 12-18	500.00
Guardian Pest Solutions, pest control	ALL	pd 12-13	77.60
Hawkins, chemicals	Sewer	pd 12-22	841.85
Holden Electric, add recepticles in oxidation ditch	Sewer	pd 12-28	518.18
Holiday Station, propane	PW	pd 12-28	30.05
Independent Testing Technologies, sewer upgrade project	Sewer	pd 12-20	1,780.00
IP Networks, firewall	Park	pd 12-22	765.00
Joe Chase, reimburse uniform allowance	PW	pd 12-22	45.03
Johnson, Killen & Seiler, personnel matters	Gov't	pd 12-20	215.00
Jon Henke, reimburse mileage	Park	pd 12-28	33.70
J&J Medical, cpr pads	Fire	pd 12-20	660.00

Lakes Area Rental, replace rf outer cv boot	Park	pd 12-22	157.80
Lakes Area Rental, pumps	PW	pd 12-28	161.39
League of MN Cities, experienced officials conference	Council	pd 12-20	225.00
Mastercard, Active 911, subscription upgrade	Fire	pd 12-20	8.80
Mastercard, Amazon, port and switch	Park	pd 12-28	354.95
Mastercard, Best Buy, invisible shields	Fire	pd 12-28	73.33
Mastercard, Best Buy, digital 8 terabyte my book	Police	pd 12-28	222.21
Mastercard, Fleet Farm, shovels	PW	pd 12-28	34.30
Mastercard, MMUA, supervision training	Sewer	pd 12-28	595.00
Mastercard, MN Board of FF Training, dues	Fire	pd 12-28	325.00
Mastercard, MN State Fire Chiefs Assn, dues	Fire	pd 12-28	93.00
Mastercard, travel expenses	Police	pd 12-22	441.12
Midwest Machinery, battery	Park	pd 12-26	100.22
Mike's Electric, ballast	Park	pd 12-13	85.00
Mike Lyonais, reimburse mileage	Admin	pd 12-28	27.82
Municode, administrative support	Gov't	pd 12-20	225.00
Napa, battery charger	PW	pd 12-22	89.99
Napa, batteries	PW	pd 12-22	470.92
Napa, gloves	PW	pd 12-22	60.03
Napa, seat cover	PW	pd 12-28	29.99
National Fire Safety Council, education supplies	Fire	pd 12-20	282.75
NJPA, comp plan services	Gov't	pd 12-22	950.00
Northland Press, meeting notice of 12/21	PZ	pd 12-20	59.50
Northern Lakes Electric, wire cold storage garage	PW	pd 12-28	1,708.00
Planning and Zoning Commissioners, 4th quarter meetings	PZ	pd 12-28	1,085.00
Premier Auto, install trailer hitch	Police	pd 12-22	381.30
Premier Auto, oil change	PW	pd 12-28	33.34
Shannons Auto Body, replace snow control	PW	pd 12-22	219.30
Simonson Lumber, lumber	Park	pd 12-22	45.00
The Office Shop, copy paper	PZ/Admin	pd 12-22	215.40
The Police and Sheriffs Press, id cards	Police	pd 12-28	32.49
Ultimate Safety Concepts, folding tank, monitor	Fire	pd 12-28	2,344.12
US Bank, copier lease	ALL	pd 12-20	156.00
USA Bluebook, gloves	Sewer	pd 12-22	244.77
Verizon, m2m charges	Police	pd 12-26	38.52
Widseth Smith Nolting, dream island bridge	PW	pd 12-22	3,703.10
Widseth Smith Nolting, 2018 street improvements	PW	pd 12-22	19,786.25
Xcel Energy, gas utilities	ALL	pd 12-28	1,928.07
TOTAL			95,792.72

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	\$1,113.00	Benches
Pat Cormaney	\$200.00	Library

; 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 8th day of January, 2018.

Patty Norgaard
Mayor

ATTEST:

Michael R. Lyonais
City Administrator
(SEAL)

C.28.

BILLS FOR APPROVAL
January 8, 2018

VENDORS	DEPT		AMOUNT
Ace Hardware, battery charger	Fire		79.99
AW Research, water testing	Sewer		509.90
Birchdale Fire & Security, monitoring, repairs	PW/Gov't		234.00
Blue Cross Blue Shield, health insurance	ALL		22,581.00
Breen & Person, legal fees	ALL		825.00
CDW, barracuda backup server	Park		1,188.49
Clean Team, january cleaning	PW/Gov't		1,082.50
Council #65, union dues	Gov't		385.00
Culligan, water and cooler rental	PW/Gov't		47.25
Deferred Comp	ALL		300.00
Dell Computers, computer system	Park		3,647.30
Delta Dental, dental insurance	ALL		1,671.20
DVS Renewal, registration tabs	ALL		193.00
Emergency Response Solutions, turnout gear	Fire		3,320.00
Fortis, disability	ALL		650.84
Marco, copier lease	Park		230.23
Mastercard, Litchfield Public Schools, ALICE training	Police		595.00
Mastercard, MN Chiefs of Police, membership dues	Police		181.00
Metro Sales, contract charge, color copies	ALL		478.87
Mid American Research Chemical, cleaner	Sewer		165.94
MN Chiefs of Police Assn, eti conference registration	Police		410.00
MN Dept of Agriculture, pesticide applicator license renewal	PW		10.00
MN Life, life insurance	ALL		456.40
MN Recreation & Oark Assn, membership dues	Park		280.00
MN State Fire Dept Assn, membership dues	Fire		148.00
NCPERS-Life Insurance	ALL		80.00
Northland Trust Services, bond payment	Gov't		392,873.75
Premier Auto, batteries	Fire		531.38
Resource Training, membership dues	Gov't		114.00
Target Solutions, annual safety training for employees	Gov't		3,322.00
Teamsters, union dues	Police		189.00
Verizon, cell phone, air card, ipad charges	ALL		750.47
Watch Guard, warranties, software maintenance	Police		5,346.70
TOTAL			442,878.21

D. 2.

**A PROCLAMATION COMMEMORATING CITY OF CROSSLAKE
SCHOOL CHOICE WEEK**

WHEREAS all children in the City of Crosslake should have access to the highest-quality education possible; and,

WHEREAS the City of Crosslake recognizes the important role that an effective education plays in preparing all students in the City of Crosslake to be successful adults; and,

WHEREAS quality education is critically important to the economic vitality of the City of Crosslake; and,

WHEREAS the City of Crosslake is home to a multitude of high quality public and nonpublic schools from which parents can choose for their children, in addition to families who educate their children in the home; and,

WHEREAS, educational variety not only helps to diversify our economy, but also enhances the vibrancy of our community; and,

WHEREAS our area has many high-quality teaching professionals in all types of school settings who are committed to educating our children; and,

WHEREAS, School Choice Week is celebrated across the country by millions of students, parents, educators, schools and organizations to raise awareness of the need for effective educational options;

NOW, THEREFORE, I, Patty Norgaard do hereby recognize January 21-27, 2018 as **CITY OF CROSSLAKE SCHOOL CHOICE WEEK**, and I call this observance to the attention of all of our citizens.

Patty Norgaard, Mayor

E.1.

MEMO TO: City Council

FROM: Personnel Committee

DATE: January 3, 2018

SUBJECT: Recommendation for Employee Manual Updates

The Personnel Committee met on December 21, 2017 and recommended that the Council approve the attached updates to the Employee Manual related to Conflicts of Interest and Use of City Vehicles, Facilities and Equipment. If you are in agreement with the updates, a motion is required.

Current Version:

CONFLICTS OF INTEREST

All employees are encouraged to participate in a variety of community and professional activities. In some instances, an employee may do work or engage in activities that are based on activities or experiences prior to or separate from his or her duties and responsibilities at the City. To avoid actual conflicts of interest or the appearance of conflicts of interest, any employee who engages in any work or activities in any area directly related to the City's business or activities must have prior approval to do so from the City Administrator. No employee may represent himself or herself as a spokesperson for the City without prior approval from the City Administrator.

Proposed Version:

CONFLICTS OF INTEREST

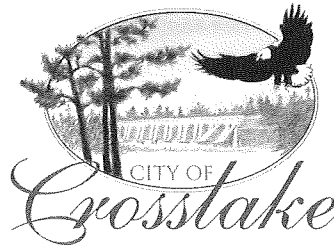
All employees are encouraged to participate in a variety of community and professional activities. In some instances, an employee may do work or engage in activities that are based on activities or experiences prior to or separate from his or her duties and responsibilities at the City. To avoid actual conflicts of interest or the appearance of conflicts of interest, any employee who engages in any work or activities in any area directly related to the City's business or activities must have **written** approval to do so from the City Administrator **and the City Council will be informed**. **Employees may not engage in outside employment which might in any way hinder their objective and impartial performance of their public duties, embarrass the City, or impair their efficiency on the job. In no event will it be allowed for the work schedule of outside employment to be in conflict with the employee's regular work schedule with the City so as to create a potential of working both jobs at the same time.** No employee may represent himself or herself as a spokesperson for the City without prior approval from the City Administrator.

New Section:

USE OF CITY VEHICLES, FACILITIES AND EQUIPMENT

City vehicles, facilities and equipment shall be used strictly for City purposes and shall not be used for personal use by City employees, unless the City Administrator deems that the use is for the public good and that such use will then be reported to the City Council at the next regularly scheduled meeting. Employees who are required to take a City vehicle or equipment home due to the nature of their work for the City, shall do so only with the written approval of the City Administrator and in accordance with IRS reporting requirements. City vehicles shall be allowed to leave the City limits only while on official City business. Employees found to be using a City vehicle, facilities, or equipment for personal use without prior approval by the City Administrator may face disciplinary action.

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



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

MEMO TO: City Council

FROM: City Administrator/Treasurer

DATE: January 8, 2018

SUBJECT: Recommendation to Approve Preliminary Review of Pay Equity Report and
Authorization to File Report

The Local Government Pay Equity Act, M.S. 471.991-471.999 and Minnesota Rules, Chapter 3920, require the City to submit a pay equity report to the State of Minnesota every three years. The City's next report is due January 31, 2018 for payroll data in place as of December 31, 2017. Also under the Rules, staff must receive approval from the Council prior to submitting the report. Since final payroll data for the calendar year must be reported, the City has to wait until year-end in order to report actual payroll amounts.

The first attachment to this memo contains the Pay Equity Report Notice from Minnesota Management and Budget.

The second attachment contains a "Preliminary Review of Pay Equity Report" showing the City would be in compliance provided staff file this data as presented.

Council Action/Motion -

Approve the Preliminary Review of Pay Equity Report and authorize staff to file as final for compliance certification.



November 8, 2017

Local Government Official
City Clerk, Administrator or Manager
Superintendent of School District
County Human Resource Director or Auditor

Re: Pay Equity Report due January 31, 2018

The Local Government Pay Equity Act, M.S. 471.991-471.999 and Minnesota Rules, Chapter 3920 require local government jurisdictions to submit a pay equity report to the State of Minnesota every three years. Your next report is due January 31, 2018. This report must show data in place as of December 31, 2017. Jurisdictions who do not submit a report on or before January 31, 2018, will be out of compliance. There are no provisions in the law for any up-front exceptions to the deadline. Approval from the governing body is required to submit a report; please plan accordingly.

Please note the URL to access the Minnesota Pay Equity Management System has changed since your jurisdiction last reported. The new URL is: <https://mn.gov/PayEquity/LogIn.aspx>. This change was made with 2017 reports.

For step-by-step instructions and additional information, please refer to the Local Government Pay Equity webpage at: <https://mn.gov/mmb/employee-relations/compensation/laws/local-gov/local-gov-pay-equity/>. After reviewing the materials, if you have questions, please send an email to pay.equity@state.mn.us.

As a reminder, do not report elected officials or employees working less than 67 days in a calendar year (100 days for a full-time student) or employees working an average of 14 hours per week or less, during the weeks they are scheduled to work. New this year, if your jurisdiction has no employees to report, please access the system, create a new case and select "No Jobs Meet Requirement to Report". You will be taken to the implementation form to complete the process.

Once Minnesota Management and Budget reviews your report, you will receive a notice informing you whether your jurisdiction is "in compliance" or "out of compliance." No penalties or other negative consequences will occur before you receive a formal notice of non-compliance.

Jurisdictions receiving a notice of non-compliance will have an opportunity to make adjustments to achieve compliance. A jurisdiction which remains out of compliance, past the grace period specified in the notice, will receive a second notice of non-compliance and will be subject to a penalty. The penalty is a five percent reduction in state aid payments or \$100 per day, whichever is greater, from January 1, 2018.

A copy of the notice to post once a report is submitted is attached for your convenience.

Thank you for complying with the 1984 Local Government Pay Equity Act.

Sincerely,
Cyndee Gmach
Pay Equity Coordinator
pay.equity@state.mn.us

Posting date:

Jurisdiction Name:

NOTICE

2018 Pay Equity Report

This jurisdiction is submitting a pay equity implementation report to Minnesota Management & Budget as required by the Local Government Pay Equity Act, Minnesota Statutes 471.991 to 471.999. The report must be submitted by January 31, 2018.

The report is public data under the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13. That means that the report is available to anyone requesting this information.

This notice is being sent to all union representatives (if any) in this jurisdiction. In addition, this notice must remain posted in a prominent location for at least 90 days from the date the report was submitted.

For more information about this jurisdiction's pay equity program, or to request a copy of the implementation report, please contact:

(local contact person's name, address, telephone)

For more information about the state pay equity law, you may contact the Pay Equity Office at:

pay.equity@state.mn.us

Pay Equity Office
Minnesota Management & Budget
400 Centennial Office Building
658 Cedar Street
St. Paul, MN 55155



Date: December 27, 2017

To: Mike Lyonais, City Administrator/Treasurer
City of Crosslake

From: Cyndee Gmach, Pay Equity Coordinator

Re: Preliminary Review of Pay Equity Report

THIS IS NOT A COMPLIANCE NOTICE

We have completed a preliminary review of your jurisdiction's Pay Equity Report, identified as Report Year 2018, Case ID 5, 2018 Data, "Shared" status and found the report would be in compliance.

The Statistical Analysis Test was used to evaluate your report because the jurisdiction had more than three male classes and an underpayment ratio of 80 or more. Actual results were 133.33, passing this test

The report passes the Salary Range Test as results were 0 or 80 or more. Actual results were 100.00.

The report would pass the Exceptional Service Pay Test as results were 0 or 80 or more. Actual results were 100.00.

Copies of the Job Class List, Compliance Report and Predicted Pay Report are attached for your convenience.

Additional information regarding the tests can be found in our [Guide to Understanding Pay Equity Compliance](#).

Should you have any questions or require assistance, please contact me.

Sincerely,

Cyndee Gmach
Pay Equity Coordinator

Compliance Report

Jurisdiction: Crosslake
37028 County Road 66

Report Year: 2018
Case: 5 - 2018 Data (Shared (Jur and MMB))

Crosslake MN 56442

Contact: Mike Lyonais

Phone: (218) 692-2688

E-Mail: mlyonais@crosslake.net

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from your pay equity report data. Parts II, III and IV give you the test results.

For more detail on each test, refer to the Guide to Pay Equity Compliance and Computer Reports.

I. GENERAL JOB CLASS INFORMATION

	Male Classes	Female Classes	Balanced Classes	All Job Classes
# Job Classes	9	3	0	12
# Employees	13	3	0	16
Avg. Max Monthly Pay per employee	4,717.54	3,637.67		4,515.06

II. STATISTICAL ANALYSIS TEST

A. Underpayment Ratio = 133.33 *

	Male Classes	Female Classes
a. # At or above Predicted Pay	5	2
b. # Below Predicted Pay	4	1
c. TOTAL	9	3
d. % Below Predicted Pay (b divided by c = d)	44.44	33.33

*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

B. T-test Results

Degrees of Freedom (DF) = 14	Value of T = -1.224
------------------------------	---------------------

a. Avg. diff. in pay from predicted pay for male jobs = \$18

b. Avg. diff. in pay from predicted pay for female jobs = \$144

III. SALARY RANGE TEST = 100.00 (Result is A divided by B)

A. Avg. # of years to max salary for male jobs = 9.00

B. Avg. # of years to max salary for female jobs = 9.00

IV. EXCEPTIONAL SERVICE PAY TEST = 100.00 (Result is B divided by A)

A. % of male classes receiving ESP 66.67 *

B. % of female classes receiving ESP 66.67

*(If 20% or less, test result will be 0.00)

Job Class Data Entry Verification List

Crosslake
LGID 679

Case: 2018 Data

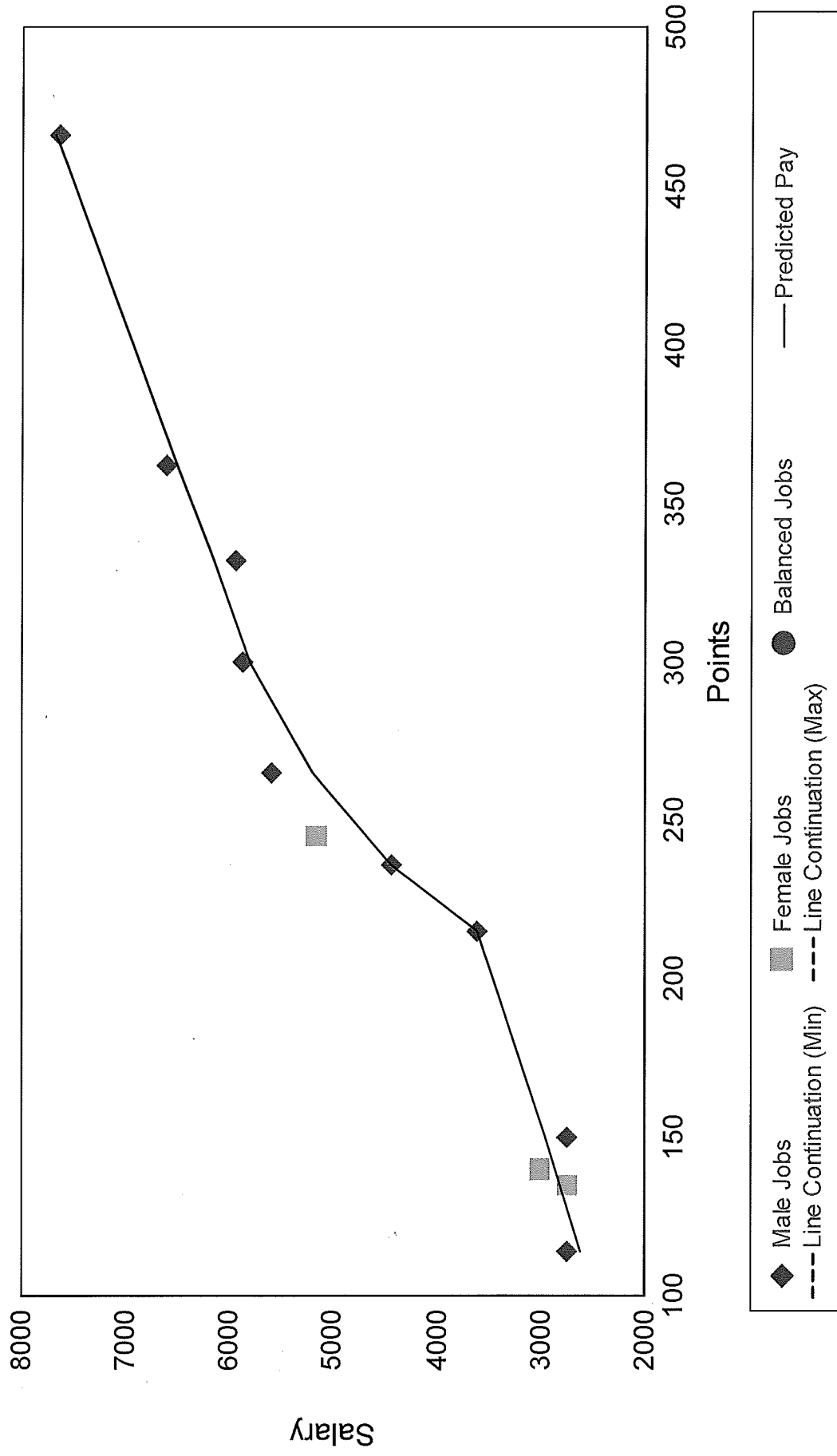
Job Nbr	Class Title	Nbr Males	Nbr Females	Class Type	Jobs Points	Min Mo Salary	Max Mo Salary	Yrs to Max Salary	Yrs of Service	Exceptional Service Pay
1	Park Maintenance Worker	1	0	M	114	\$1,891.00	\$2,751.00	9.00	2.35	
18	Library Coordinator	0	1	F	135	\$1,891.00	\$2,751.00	9.00	7.36	
2	Program & Facilities Coorc	0	1	F	140	\$2,971.00	\$3,004.00	9.00	16.73	Longevity
3	Park Maintenance/Equip C	1	0	M	150	\$1,891.00	\$2,751.00	9.00	9.91	Longevity
6	Heavy Equip/Sewer Op	3	0	M	215	\$2,489.00	\$3,617.00	9.00	3.82	
9	Police Officer	3	0	M	236	\$3,229.00	\$4,438.00	9.00	10.22	Longevity
19	City Clerk	0	1	F	245	\$5,158.00	\$5,158.00	0.00	16.20	Longevity
14	Police Sergeant	1	0	M	265	\$5,593.00	\$5,593.00	0.00	20.11	Longevity
15	Park & Rec Director	1	0	M	300	\$5,873.00	\$5,873.00	0.00	18.27	Longevity
16	Public Works Director	1	0	M	332	\$5,941.00	\$5,941.00	0.00	17.26	Longevity
17	Police Chief/Em Mgmt Dir	1	0	M	362	\$6,609.00	\$6,609.00	0.00	21.14	Longevity
20	City Administrator/Treasur	1	0	M	466	\$7,645.00	\$7,645.00	0.00	4.62	

Job Number Count: 12

Predicted Pay Report for Crosslake

12/27/2017

Case : 2018 Data



Predicted Pay Report for Crosslake

12/27/2017

Case : 2018 Data

Job Nbr	Job Title	Nbr Males	Nbr Females	Total Nbr	Job Type	Job Points	Max Mo Salary	Predicted Pay	Pay Difference
1	Park Maintenance Worker	1	0	1	Male	114	\$2,751.00	\$2,614.62	\$136.38
18	Library Coordinator	0	1	1	Female	135	\$2,751.00	\$2,817.80	(\$66.80)
2	Program & Facilities Coord	0	1	1	Female	140	\$3,004.00	\$2,866.16	\$137.84
3	Park Maintenance/Equip Op	1	0	1	Male	150	\$2,751.00	\$2,962.90	(\$211.90)
6	Heavy Equip/Sewer Op	3	0	3	Male	215	\$3,617.00	\$3,614.27	\$2.73
9	Police Officer	3	0	3	Male	236	\$4,438.00	\$4,442.70	(\$4.70)
19	City Clerk	0	1	1	Female	245	\$5,158.00	\$4,798.24	\$359.76
14	Police Sergeant	1	0	1	Male	265	\$5,593.00	\$5,206.20	\$386.80
15	Park & Rec Director	1	0	1	Male	300	\$5,873.00	\$5,807.59	\$65.41
16	Public Works Director	1	0	1	Male	332	\$5,941.00	\$6,148.87	(\$207.87)
17	Police Chief/Em Mgmt Dir	1	0	1	Male	362	\$6,609.00	\$6,501.70	\$107.30
20	City Administrator/Treasurer	1	0	1	Male	466	\$7,645.00	\$7,683.82	(\$38.82)

Job Number Count: 12

E.3.

MEMO TO: City Council

FROM: City Clerk

DATE: January 3, 2018

SUBJECT: Ordinance Amendment Changing City Council Salaries Effective 1/1/2019

Current ordinance requires the City Council to track and submit all monthly meetings that the member attends on behalf of the City. The members are paid an additional \$20 per extra meeting up to a maximum of 4. It is rare that a member has less than 4 meetings per month. In order to eliminate paperwork and the need to track these forms down before payroll, it was suggested that the City eliminate the "extra meeting pay" and add \$80 to the base salary. State law requires that council salary changes take effect after the next election.

If the Council approves this ordinance amendment, the summary ordinance should be approved for publication.

ORDINANCE NO. _____
AN ORDINANCE AMENDING CHAPTER 2 OF THE CITY CODE RELATING TO
SALARIES OF MAYOR AND CITY COUNCIL MEMBERS
FOR THE CITY OF CROSSLAKE
COUNTY OF CROW WING
STATE OF MINNESOTA

Section 1. Purpose and Intent. The purpose and intent of this ordinance is to amend the City Code to provide for a change in City Council salaries effective January 1, 2019.

Section 2. Amendment. Chapter 4, Article II, Division 1 shall be amended as follows:

Sec. 2-25. - Salaries of mayor and councilmembers; funding of compensation.

- (a) Effective January 1, ~~2009~~ 2019, the salaries of the mayor and council members are fixed as provided in this section, which amounts are deemed reasonable. The monthly salary of the mayor shall be \$450.00 \$530 and the monthly salary of each council member shall be \$350.00 \$430.
- ~~(b) In addition to the salary provided in subsection (a) of this section, there shall be \$20.00 compensation paid to every member of the council in attendance at special meetings or public hearings called by the council, commission meetings where the mayor or council member is the liaison, or a meeting in which the council member or mayor is representing the city in an official capacity, not to exceed four meetings in a calendar month.~~
- (c) The compensation provided in this section shall be paid from general revenue funds.

Section 3. Effective Date. This ordinance shall become effective upon its passage and publication as provided by law.

Section 4. Repeal. This ordinance shall repeal all ordinances or sections of the City Code inconsistent herewith.

Passed and approved by ___/5ths vote of the City Council this 8th day of January, 2018.

Patty Norgaard, Mayor

Michael R. Lyonais, City Administrator

ORDINANCE NO. _____
AN ORDINANCE AMENDING CHAPTER 2 OF THE CITY CODE RELATING TO
SALARIES OF MAYOR AND CITY COUNCIL MEMBERS
FOR THE CITY OF CROSSLAKE
COUNTY OF CROW WING
STATE OF MINNESOTA

The following is the official summary of Ordinance No. _____ approved by the City Council of the City of Crosslake on the 8th say of January, 2018.

The purpose of this Ordinance is to provide for a change in the City Council salaries effective January 1, 2019.

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

Passed by a ____/5ths vote of the City Council this 8th day of January, 2018.

Patty Norgaard, Mayor

Michael R. Lyonais, City Administrator

E.
4.

CTCIT

MASTER SERVICES AGREEMENT

This Master Services Agreement ("Agreement") is made as of January 1st, 2018 (the "Effective Date"), by and between Alpenglow Technologies, LLC d/b/a CTCIT, a Minnesota corporation with its principal place of business at 6687 Mulberry Circle East, Chanhassen, MN 55317 ("CTCIT") and the City of Crosslake, a Minnesota municipality with its principal place of business at 37028 County Road 66 Crosslake, MN 56442 ("Customer").

WHEREAS, CTCIT provides information technology management services, and Customer desires that CTCIT provide such services to Customer under the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the mutual promises and covenants as set forth herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, it is agreed by the Parties as follows:

1. SERVICES. Subject to the terms and conditions of this Agreement, CTCIT will provide Customer with the services described in the Attachments to this Agreement, which services may be individually and collectively referred to under this Agreement as the "Services". If any provisions of this Agreement and any Attachment cannot be reasonably construed or interpreted to avoid conflict, the Parties agree that the provisions contained in the Attachment shall prevail.

2. SUPPLEMENTAL WORK ORDERS.

2.1 At any time, the Parties may mutually agree to supplement or modify the Services to be provided by CTCIT, as well as the corresponding price and payments to be made by Customer, by entering into a Work Order substantially in the form attached hereto as Exhibit A, signed by both Parties. Any such Work Order shall be subject to all the terms and conditions of this Agreement, unless specifically provided for otherwise in the Work Order.

3. PRICE AND PAYMENT.

3.1 Customer will pay CTCIT the fees for Services ("Service Fees") set forth in each of the Attachments. Payment shall be due upon receipt of an invoice from CTCIT. Customer will also reimburse CTCIT for all reasonable out-of-pocket expenses incurred in connection with the Services, provided that CTCIT shall obtain prior written Customer approval of such expenses.

3.2 Customer is responsible for all taxes assessed against CTCIT's provision of Services, if any, excluding taxes based on CTCIT's income. Customer will pay or reimburse CTCIT for such taxes unless Customer provides CTCIT with appropriate documentation that it qualifies for a full or partial exemption.

3.3 Overdue payments will bear interest at the lesser of one and one-half percent (1.5%) per month or the maximum rate allowed under applicable law.

3.4 If any of Customer's payment obligations are overdue and Customer does not pay such sums within seven (7) business days of CTCIT's written demand for payment CTCIT may, upon written notice to Customer, cease performance of its obligations hereunder until Customer remits such payment in full, and immediately terminate this Agreement. The foregoing will be in addition to any other remedies available to CTCIT.

4. TERM AND TERMINATION.

4.1 Term. This Agreement will take effect as of the Effective Date and continue in force for 12 months. At the end of the 12 months, the agreement will auto renew.

4.2 Termination. This Agreement may be terminated in accordance with the following provisions: (i) Either Party may terminate this Agreement by giving notice in writing to the other Party should an event of Force Majeure, which extends to the performance by one of the Parties hereto of all, or substantially all, of such Party's obligations under this Agreement occur; (ii) Either Party may terminate this Agreement by giving notice in writing to the other Party in the event the other Party is in material breach of this Agreement and fails to cure such breach within thirty (30) days of receipt of written notice thereof from the first; and (iii) Either Party may terminate this Agreement or an Attachment to this Agreement in accordance with the specific provisions set forth in an Attachment, if any. In the event of any of the above conditions that would permit a Party to terminate this Agreement, said Party may, in its sole discretion, elect to terminate only the Attachment(s) applicable to the affected Service(s).

4.3 In the event of the termination of this Agreement or any Attachment, for any reason: (i) Within thirty (30) days after the date of CTCIT's invoice therefore, Customer will remit to CTCIT all amounts then due and payable as a result of the completion or partial completion of any Services affected by the termination; (ii) Subject to any surviving right to use such Confidential Information, each Party will promptly return all Confidential Information of the other Party then in its possession, or destroy that Confidential Information and certify the destruction to the other Party.

4.4 In the event of the termination or non-renewal of this Agreement for any reason, the provisions of Sections 5, 6, 7, and 8 and 9 of this Agreement will remain in effect in accordance with their terms.

5. WARRANTY AND LIMITATION OF LIABILITY.

5.1 CTCIT warrants that, the Services will be consistent with industry standards for similar services and that CTCIT will work diligently to provide all Services in a timely manner so as to minimize disruption in Services provided by Customer to its end user customers.

5.2 EXCEPT AS EXPRESSLY PROVIDED IN SECTION 5.1 ABOVE, ALL SERVICES ARE PROVIDED "AS IS", AND CTCIT HEREBY DISCLAIMS ALL EXPRESS OR IMPLIED WARRANTIES WITH RESPECT TO THE SERVICES AND ANY RESULTING DELIVERABLES PROVIDED UNDER THIS AGREEMENT, INCLUDING WITHOUT

LIMITATION ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OR USE, OR FREEDOM FROM INFRINGEMENT OF ANY INTELLECTUAL PROPERTY RIGHTS OF A THIRD PARTY.

5.3 IN NO EVENT WILL EITHER PARTY'S LIABILITY OF ANY KIND WITH RESPECT TO THE SERVICES AND ANY RESULTING DELIVERABLES PROVIDED UNDER THIS AGREEMENT, OR OTHERWISE ARISING OUT OF OR RELATING TO THIS AGREEMENT IN ANY WAY, INCLUDE ANY SPECIAL, INDIRECT, INCIDENTAL OR CONSEQUENTIAL LOSSES OR DAMAGES, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH POTENTIAL LOSS OR DAMAGE.

5.4 CTCIT WILL NOT BE LIABLE FOR ANY LOSS OR DAMAGE CAUSED BY DELAY IN FURNISHING SERVICES OR ANY RESULTING DELIVERABLES UNDER THIS AGREEMENT, OTHER THAN ANY SUCH LOSS OR DAMAGE RESULTING FROM GROSS NEGLIGENCE OR WILLFUL MISCONDUCT OF CTCIT.

5.5 IN NO EVENT SHALL EITHER PARTY'S LIABILITY OF ANY KIND EXCEED THE AMOUNT REMITTED TO CTCIT UNDER THIS AGREEMENT DURING THE TWELVE (12) MONTH PERIOD ENDING AS OF THE DATE SUCH LIABILITY ACCRUES.

6. CONFIDENTIALITY.

6.1 A Party receiving Confidential Information will restrict the use of the Confidential Information to only those persons who have a need for it in connection with the provision of Services necessary for the performance of the receiving Party's obligations under, or enforcement of, this Agreement and will be used by those persons only for such purposes, and, during the term of this Agreement and thereafter, will safeguard against disclosure of the Confidential Information to third parties using the same degree of care to prevent disclosure as it uses to protect its own information of like importance, but at least reasonable care. A Party may make only the minimum number of copies of any Confidential Information required to carry out the purpose of this Agreement. All proprietary and copyright notices in the original must be affixed to copies or partial copies. Except as provided in Section 6 of this Agreement, no license, right, or covenant, express or implied is granted or transferred to the receiving Party by disclosure of the Confidential Information. As used in this Agreement, "Confidential Information" means the CTCIT Software and Documentation, any and all Customer Proprietary Network Information as that term is defined under the Telecommunications Act of 1996, as amended, and the rules and regulations of the Federal Communications Commission, as well as any information that is: (i) disclosed by either Party in any tangible form and clearly labeled or marked as confidential, proprietary or its equivalent; (ii) disclosed by either Party orally or visually, and designated confidential, proprietary or its equivalent at the time of its disclosure and reduced to writing and clearly marked or labeled as confidential, proprietary or its equivalent within thirty (30) days of disclosure; or (iii) disclosed by either Party, or to which either Party has access, that the recipient knows or should reasonably be expected to know is confidential to the other Party. Confidential Information regardless of form will be deemed the property of the disclosing Party.

6.2 Neither Party will be obligated to maintain any information in confidence or refrain from use if: (i) the information was in the receiving Party's possession or was known to it prior to its receipt from the disclosing Party without obligation of nondisclosure, (ii) the information is independently developed by the receiving Party without the utilization of Confidential Information of the disclosing Party, (iii) the information is or becomes public knowledge without fault of the receiving Party, (iv) the information is or becomes available on an unrestricted basis to the receiving Party from a source other than the disclosing Party, or (v) the information becomes available on an unrestricted basis to a third party from the disclosing Party or from someone acting under its control.

6.3 If a receiving Party is required by any governmental authority or by applicable law to disclose any Confidential Information, then such receiving Party shall give sufficient notice of the requirement to the disclosing Party to enable the disclosing Party to seek appropriate relief from all or part of such requirement. The receiving Party will use commercially reasonable efforts to cooperate with the disclosing Party in attempting to obtain any protective relief which such disclosing Party chooses to obtain.

6.4 Each Party agrees that the disclosing Party would be irreparably injured by a breach of this Agreement by the receiving Party or its representatives and that the disclosing Party is entitled to seek equitable relief, including injunctive relief and specific performance, in the event of any breach of this Section. These remedies are not exclusive, but are in addition to all other remedies available at law or in equity.

7. FORCE MAJEURE.

7.1 Upon giving notice to the other Party, a Party affected by an event of Force Majeure will be released without any liability on its part from the performance of its obligations hereunder, except for the obligation to pay any amounts then due and owing, to the extent its performance is prevented by the event of Force Majeure. Force Majeure will mean any event or condition, not existing as of the Effective Date of this Agreement hereof and not reasonably within the control of either Party, which prevents in whole or in material part, the performance by one of the Parties of its obligations hereunder. During the period that the performance by one of the Parties of its obligations hereunder has been suspended by reason of an event of Force Majeure, the other Party may likewise suspend the performance of all or part of its obligations hereunder to the extent that such suspension is commercially reasonable.

8. MISCELLANEOUS PROVISIONS.

8.1 Customer Materials. Customer will provide CTCIT access to the Customer Materials, which means the equipment, software, data and other materials necessary for CTCIT to perform its obligations under this Agreement, and any other assistance reasonably requested and as may be described in an Attachment to this Agreement, at the times and in the manner described therein.

8.2 Independent Contractors. Disclaimer of Agency. The Parties to this Agreement are independent contractors. This Agreement does not make either Party the employee, agent or legal representative of the other for any purpose whatsoever. Neither Party is granted any right or

authority to assume or to create any obligation or responsibility, express or implied, on behalf of or in the name of the other Party. In fulfilling its obligations under this Agreement, each Party will be acting as an independent contractor.

8.3 Notices. Any notice required or permitted to be given under this Agreement must be given by personal delivery, overnight courier service or United States first class registered or certified mail, postage prepaid, or email (provided the notice is also timely sent by overnight courier service) addressed to the individual signatories to this Agreement at the respective addresses of the parties as first written above. Notices so given will be effective upon the earlier to occur of (i) actual receipt by the Party to which notice is given, (ii) if sent by overnight courier, the next business day after delivery to the courier, (iii) if sent by first class mail, the fifth (5th) business day following the date such notice is postmarked, whichever occurs first, or (iv) if sent by email, if the notice is sent on a business day and before 5PM in the time zone where it is received, on the date the email was sent or if notice is sent on a non-business day or if notice is sent after 5 PM in the time zone where it is received, the next business day after the email was sent.

8.4 Entire Agreement. This Agreement together with the Attachments and Work Orders (if any) (i) constitutes the entire agreement between the parties with respect to the subject matter hereof, (ii) supersedes any and all other agreements between the parties related thereto, as well as all proposals, oral or written, and all negotiations, conversations or discussions between the parties related to this Agreement, (iii) may not be altered, amended or otherwise modified without the written agreement signed by the parties hereto, and (iv) may be executed in two or more counterparts, each of which will be deemed an original hereof. No product or service specifications, or terms and conditions that are additional or contrary to the terms of this Agreement, whether contained in any purchase order or other communication from Customer or any third party, will be construed as, or constitute a waiver of these terms and conditions, or acceptance of any such additional terms, conditions or specifications. CTCIT and Customer hereby reject and object to such additional or contrary terms, conditions or specifications.

8.5 Waiver. No failure by either Party to take any action or assert any right hereunder will be deemed to be a waiver of such right.

8.6 Severability. If any of the terms of this Agreement are in conflict with any rule of law or statutory provision or otherwise unenforceable under the laws or regulations of any government or subdivision thereof, such terms will be deemed stricken from this Agreement, but such invalidity or unenforceability will not invalidate any of the other terms of this Agreement and this Agreement will continue in force, unless the invalidity or unenforceability of any such provisions hereof does substantial violence to, or where the invalid or unenforceable provisions comprise an integral part of, or are otherwise inseparable from, the remainder of this Agreement. In such a case, the Parties shall negotiate in good faith to replace the unenforceable language with language which reflects the intent of the parties as closely as possible. If after a reasonable period of time replacement language cannot be agreed upon, either Party may terminate this Agreement upon thirty (30) days written notice to other Party.

8.7 Governing Law. This Agreement will be governed by, and interpreted and construed in accordance with, the laws of the State of Minnesota, excluding its conflicts of law provisions.

Venue for any court actions related to this Agreement shall be the District Court for Crow Wing County, Minnesota.

8.8 No Solicitation. Without CTCIT’s prior written consent, Customer will not, for a period of twelve (12) calendar months immediately following termination of this Agreement, or any extension thereof, for any reason, either directly or indirectly solicit for hire, or attempt to solicit for hire, any of CTCIT’s employees or subcontractors, either for itself or for any other person or entity; provided that nothing herein will prohibit Customer’s participation in general recruiting activities and nothing herein will prohibit Customer from hiring a CTCIT employee it does not solicit.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed.

**ALPENGLOW TECHNOLOGIES
D/B/A CTCIT, INC.**

City of Crosslake

By _____

By _____

Name _____

Name _____

Title _____

Title _____

Date _____

Date _____

ATTACHMENT A

ON-GOING SERVICES

1. SCOPE OF WORK

The "On-Going Services" shall mean those services agreed to by the parties as requiring on-going support after the completion of the Initial Services (as provided for in any supplemental Work Order), as well as the following:

IT360™ services will include support for:

- I. Network Infrastructure
 - a. Network debugging and troubleshooting
 - b. Network incident response
 - c. Firewall rule and basic configuration changes
 - d. Network monitoring
- II. Incident response
 - a. End User Device and application support
 - b. Backups and backup restore
 - c. Network Infrastructure Support
 - d. Up to 5 incidents per month
- III. Administration of backup solution
 - a. Advice on best policies and practices
 - b. Backup verification/validation
 - c. Backup policy administration
 - d. Monitor status of backups
- IV. End User Device Support
 - a. Support for up to 14 end user devices
 - b. Assist with hardware purchase recommendations
 - c. New hardware and software recommendations as requested
 - d. General troubleshooting and support for business functions
 - e. Anti-virus monitor alerts
- V. Server Infrastructure
 - a. System Administration on up to 2 servers
 - b. System updates/upgrades
 - c. Work with 3rd party vendors for server applications as needed
 - d. CIO Level discussions up to 2 annually per request
 - e. Patch management notifications and planning
 - f. Assistance with anti-virus administration and policies
 - g. Server availability monitoring

2. SERVICE FEES FOR ON-GOING SERVICES

\$650 per month for CTCIT services due thirty (30) days after receipt of invoice for a period of one (1) year starting January 1st, 2018, pursuant to the terms in the Master Services Agreement dated January 1st, 2018. Services will be available during normal business days and hours of Monday - Friday 8 AM to 5 PM. Any tasks, incidents, unscheduled on site visits or projects performed outside of this scope will be billed at the rate of \$85/hr and will be communicated with the customer prior to execution. This attachment will auto renew annually unless cancellation notice is given at least 60 days prior to the end of the term.

Alpenglow Technologies, LLC d/b/a CTCIT

City of Crosslake

By _____

By _____

Name _____

Name _____

Title _____

Title _____

Date _____

Date _____

E. 5.

RESOLUTION NO. 18-____
RESOLUTION TO ACQUIRE TAX FORFEIT LAND
CITY OF CROSSLAKE
STATE OF MINNESOTA

WHEREAS, the City of Crosslake (the "City") has been given notice by Crow Wing County that it can acquire tax forfeited lands as an adjacent land owner; and

WHEREAS, the tax parcel code as assigned by the County is 120292403ACB009; and

WHEREAS, the County would require payment of \$700 to acquire said parcel.

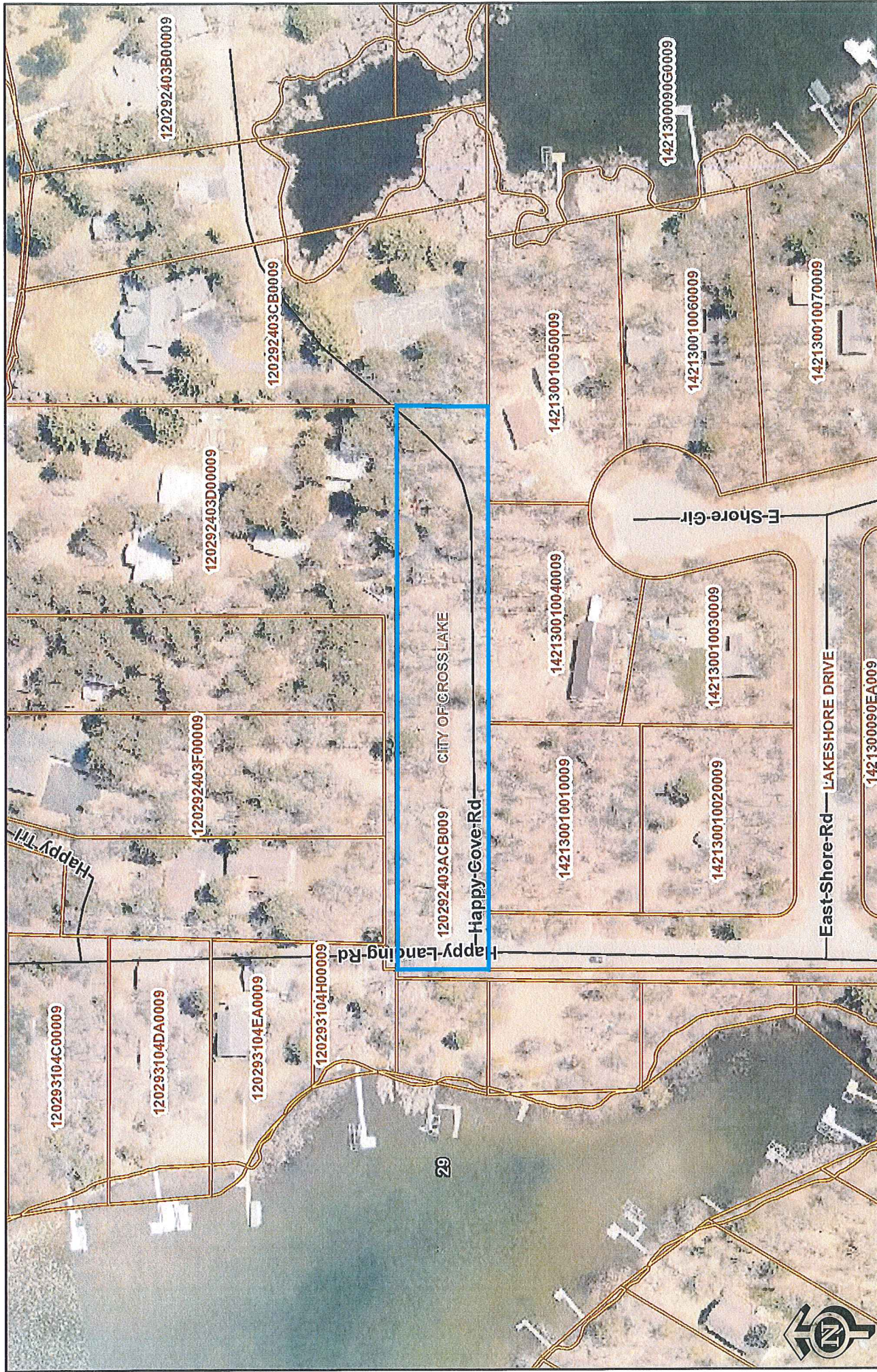
NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF CROSSLAKE, MINNESOTA:

1. The City finds a public purpose for holding title to said parcel for street right of way purposes.
2. The City hereby authorizes City Staff to pay \$700 and execute any necessary documents to complete this land purchase.

Adopted by the City Council this 8th day of January, 2018.

Patty Norgaard, Mayor

Charlene Nelson, City Clerk



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

120292403ACB009



Date: 12/14/2017 Time: 10:36:34 AM



December 14, 2017

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

Re: Classification to "Non-Conservation" and Future Direct Sale of a Non-Conforming Tax Forfeited Tract

Dear Ms. Nelson:

In the near future, the Crow Wing County Board of Commissioners will classify the tax forfeited tract(s), below, as "Non-Conservation" which is required prior to sale pursuant to MS 282.01.

1. That part of Lot 3 lying E'ly of the ROW of C.S.A. Hwy 16, Minnowa

RE Code: 14155000003A009

2. Part of Government Lot 3 described: commencing at SW corner of said Government Lot 3 then N assumed bearing 660 feet along.....(lengthy description)

Section 29, Township 137, Range 27

RE Code: 120292403ACB009

Before, however, Crow Wing County can proceed with its plans to offer this tract for sale, the city or township wherein these tracts lie, **"must first approve the classification and intended sale"** by the County Board. The city or township **"is considered to have approved the classification and sale if the county board is not notified of the disapproval.....within 60 days of the date"** of this letter.

If you respond within 60 days and do not support the County Board's action, **"the County Board must follow the procedures in paragraphs (c) and (d), with regard to the parcel, and must additionally cause to be published in a newspaper a notice of the date, time, location, and purpose of the required meeting."**

Gary Griffin, Director
Land Services Department
322 Laurel Street, Suite 15
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) 824-1010
Fax: (218) 824-1126
www.crowwing.us

According to MS 282.01, Subdivision 1, If the town or city ***"fails to submit an application and a resolution of the board or governing body to acquire the property within the six month withholding period, the county may offer the property for sale upon expiration of the withholding period."***

Whenever tax forfeited land is proposed to be sold, a generic form letter containing the language above is mailed to the township or city wherein the tax forfeited land lies. The language, above, stipulates the Statutes which apply and does reference a PUBLIC SALE which is the typical sale method. **IN THIS CASE, HOWEVER, CROW WING COUNTY PLANS TO PURSUE A POSSIBLE ALTERNATE SALE PROCEDURE PURSUANT TO MS 282.01, SUBD 7A, WHICH ALLOWS THE COUNTY BOARD TO SELL A NON-CONFORMING TRACT TO AN ADJOINING LANDOWNER.**

The tax forfeited tract 1.....

- Is 0.05 acre in size.
- Forfeited 12-21-1987
- Is approx. 113' water frontage on Cross Lake
- An adjacent owner would like to pursue a direct purchase.

The tax forfeited tract 2.....

- Is 1.13 acres in size
- Forfeited 9-19-2017
- An adjacent owner would like to pursue a direct purchase.

Please review the tax forfeited tract, attached, and inform this Department of your approval or disapproval of the County Board's future action to classify said tract to a "non-conservation" status with intentions to sell directly to an adjoining landowner.

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

Sincerely,



Heather Becker
Assessment Specialist

Encl: map

E.6.

RESOLUTION NO. 18-_____
RESOLUTION TO ALLOW COUNTY TO RECLASSIFY
PARCEL AS NON-CONSERVATION
CITY OF CROSSLAKE
STATE OF MINNESOTA

WHEREAS, the City of Crosslake has been given notice by Crow Wing County that parcel 14155000003A009 has been forfeited for non-payment of taxes on 12/21/87; and

WHEREAS, the parcel is 0.05 acre in size and is a non-conforming lot; and

WHEREAS, MS 282.01 calls for the classification of said parcel as to Conservation or Non-Conservation.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF CROSSLAKE, MINNESOTA:

1. The Council approves the classification of parcel 14155000003A009 as Non-Conservation and the intended sale.
2. The City requires lot to be sold only to adjacent land owner.

Adopted by the City Council this 8th day of January, 2018.

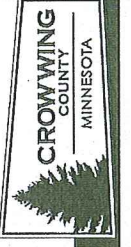
Patty Norgaard, Mayor

Charlene Nelson, City Clerk



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

1415500003A009



Date: 12/14/2017 Time: 10:37:32 AM



December 14, 2017

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

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Section 29, Township 137, Range 27

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Before, however, Crow Wing County can proceed with its plans to offer this tract for sale, the city or township wherein these tracts lie, **"must first approve the classification and intended sale"** by the County Board. The city or township **"is considered to have approved the classification and sale if the county board is not notified of the disapproval.....within 60 days of the date"** of this letter.

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

Sincerely,



Heather Becker
Assessment Specialist

Encl: map

F.I.a.

Staff Report - Crosslake Parks, Recreation & Library

Date: January 3, 2018

To: Crosslake City Council

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

Subject: Birch narrows Right of Way (ROW) Encroachment

Late this fall the Planning and Zoning Department received a building permit application for 15464 Birch Narrows Rd (PID # 141220000130009). The permit application could not be authorized because of existing conditions that were assigned to be taken care by the Crosslake Planning and Zoning Department in 2006. Planning and Zoning staff visited the site to find that the encroachments that were described in the report from more than ten years ago were still not removed.

The Park/Library Commission performed a site visit on Wednesday, November 29th.

What the Commission discovered during the visit was that there were numerous encroachments onto the City ROW. They included: well, steps to a deck, 2 rock retaining walls, landscaping features, underground sprinklers, docks and boat lift storage and also vegetation in the ROW that had been maintained as the yard of the property owner.

The Park Department has been working closely with Contractor Dan Miller from Miller Construction. Staff has informed Mr. Miller that the City Council is the only body that can recommend approving anything that differs from the City Ordinance. The Park Commission is an advisory group only.

Mr. Miller would like the Council to consider a use agreement to keep a few of the encroachments on the City ROW. The property owner and Mr. Miller are open to moving the docks and lift off of the City ROW. They could also remove the sprinklers and the rock garden. The owner states that all of these improvements were in place when the owner purchased the property more than ten years ago. Miller Construction has contacted the title company to see if the title insurance would cover the cost of moving the well but so far the title company has not returned any information to the owners. The fact that the property did not include a well should have been caught during the purchasing process for the property.

The owners would really prefer not to have to move the well, reduce the size of the egress windows or move the steps back onto their own property. Dan Miller stated that he would like the City Council to consider a use agreement so that some of the improvements could stay in their current location. Use agreements have been utilized on other ROW encroachment issues in the past by the City.

The Park Department's only concern is that the City is consistent in their rulings for ROW encroachments.

The Park Department is asking the City Council for direction in this matter. City Attorney Brad Person will provide some alternatives for the City Council.

Crosslake Parks, Recreation & Library Commission Minutes
2:00 P.M. Tuesday, December 5th

Members Present: Chair Mic Tchida, Don Christner, Jim Talbott, John Pribyl, Sandy Melberg, Parks and Library Director Jon Henke and Councilman David Nevin

Subject: Birch Narrows ROW Encroachment

The Park/Library Commission performed a site visit to 15464 Birch Narrows Rd on Wednesday, November 29th to inspect several encroachments in the public ROW.

What the Commission discovered during their visit was that there were numerous encroachments onto the City ROW. They included: a well, steps to a deck, 2 rock retaining walls, landscaping features, underground sprinklers, docks and boat lift storage and also vegetation in the ROW that had been maintained by the property owner.

Councilman Nevin thought that the private improvements should be removed from the ROW. The Commission members reviewed the City Ordinance in regards to ROW's that lead to the water. The members felt that it was clearly stated in the ordinance that private improvements on public property are forbidden. The Commission members realized that they didn't have the authority to recommend anything other than what the ordinance allowed. Jon explained that the Commission could only offer advice to the Council and any decision allowing private improvements in the ROW would need to be made by the City Council. The members also inquired about the ruling on the Bilski property. Jon stated that the Council did come to an agreement with the Bilski's that cleared up some private improvements that were in the right of way.

The Commission then made the following motion:

The Crosslake Park Commission is recommending to the City Council that the property owner located at 15464 Birch Narrows Road remove the private improvements that are located on the City Right of Way. These improvements include: well, steps to a deck, 2 rock retaining walls, landscaping features, underground sprinklers, docks and boat lift storage and also vegetation in the ROW that had been maintained as the yard of the property owner.

Motion made by Christner, Seconded by Talbott. Motion passed unanimously.

PARK ORDINANCE

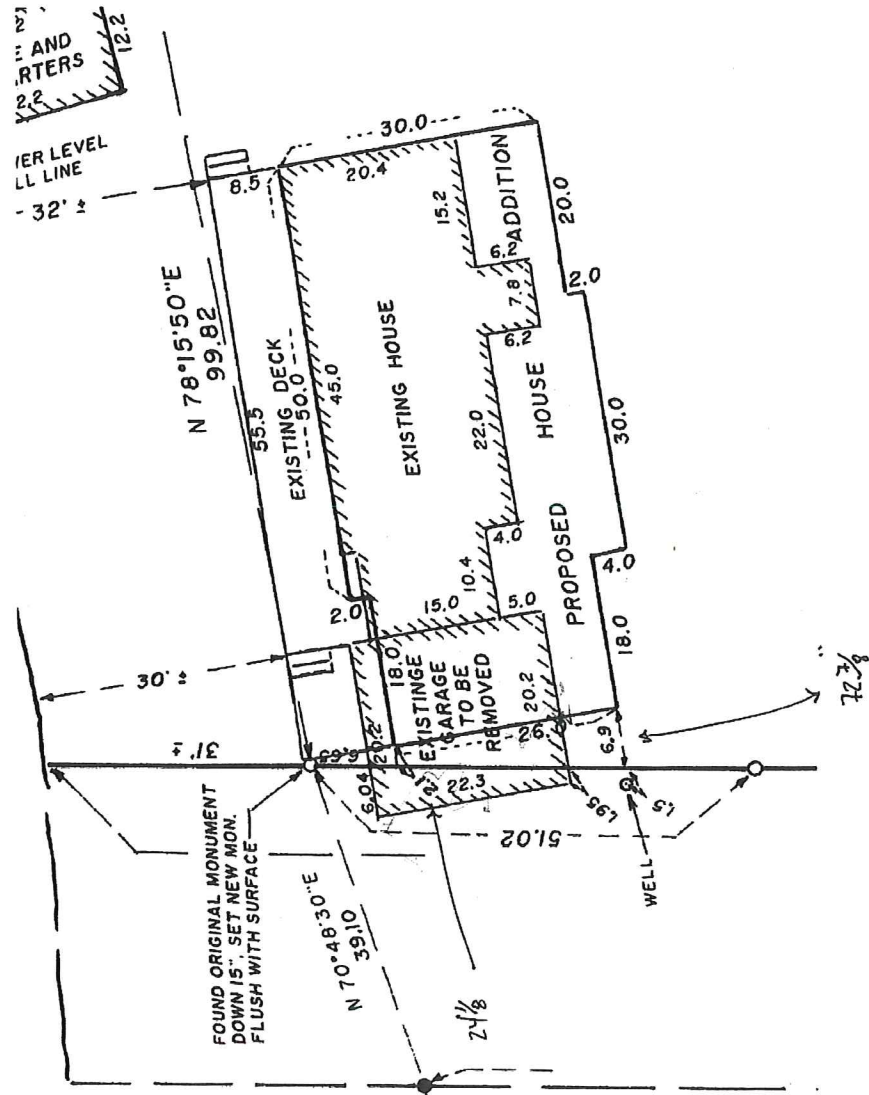
SEC. 12.10. PLATTED PUBLIC RIGHTS OF WAY TO PUBLIC WATERS

There are various public rights of way that lead to the water within the City of Crosslake which have been dedicated to the public through the approval of plats and/or dedicated to the public through use and maintenance by the City. The City views these areas as green space, with use of these areas controlled by the City. See Chapter 6 Section 6.31 regarding vacation of right of ways.

- Subd. 1.** The removal/maintenance or planting of any trees, vegetation or soils is prohibited.
- Subd. 2.** Structures or storage of personal property of any sort on, above or below ground is prohibited in these areas.
- Subd. 3.** Access to private property may be allowed over these access areas if alternative means of ingress and egress is not possible and the appropriate permit is first approved by the Planning and Zoning Department. Impervious driveways are not permitted on these access areas unless authorized by the City Council.
- Subd. 4.** All regulations contained in the City of Crosslake Open Zoning District shall apply to these areas.
- Subd. 5.** Structures on adjacent lots shall be set back a minimum of ten feet from the side lot lines and are subject to the respective zoning district standards.
- Subd. 6.** Watercraft may be launched or removed only at accesses designated for such use.
- Subd. 7.** No person shall leave, store or moor on or directly in front of any public access any watercraft after such person has left the lake area or cause such watercraft to remain on the access site overnight.
- Subd. 8.** No watercraft may be operated in a designated swimming area.
- Subd. 9.** Motorized use of accesses shall be permitted for winter recreational purposes.

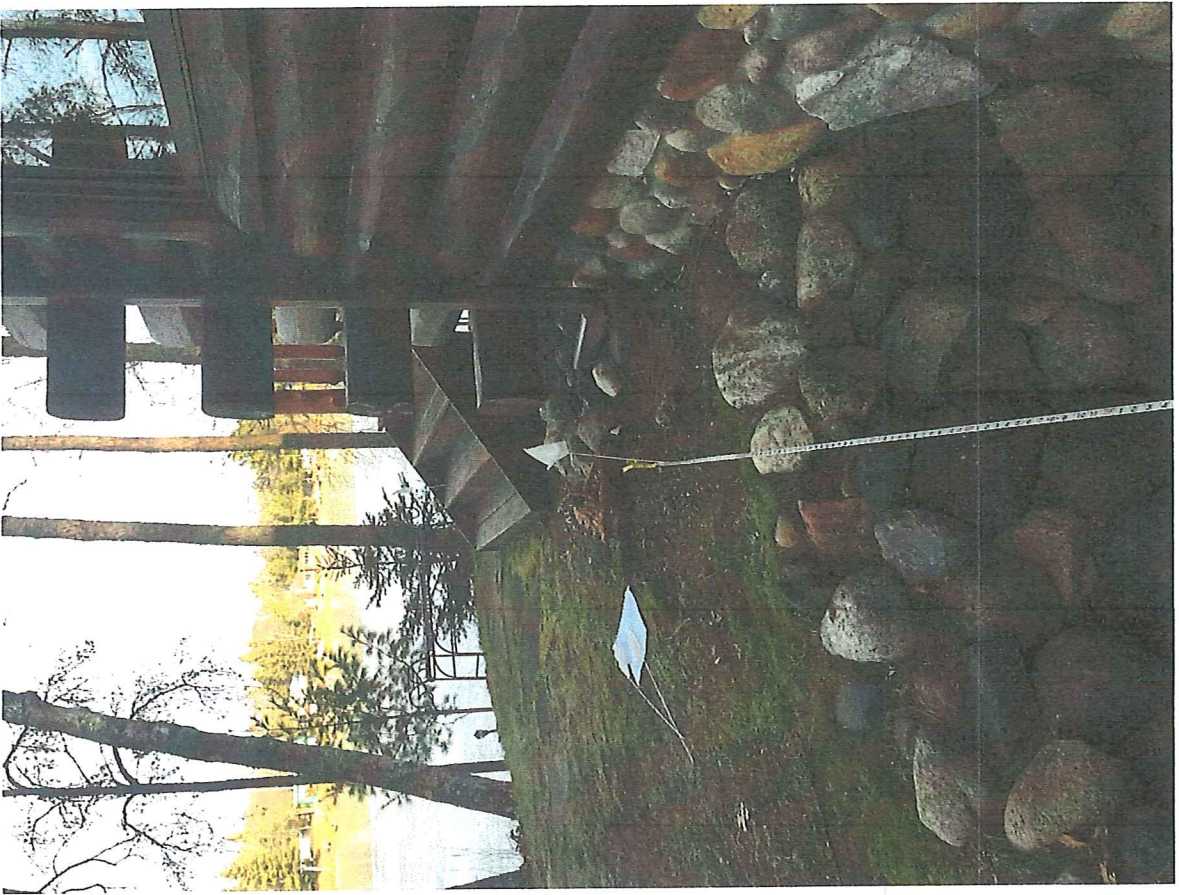
15464 Birch Narrows Rd

From 1998 Certificate of Survey for Variance



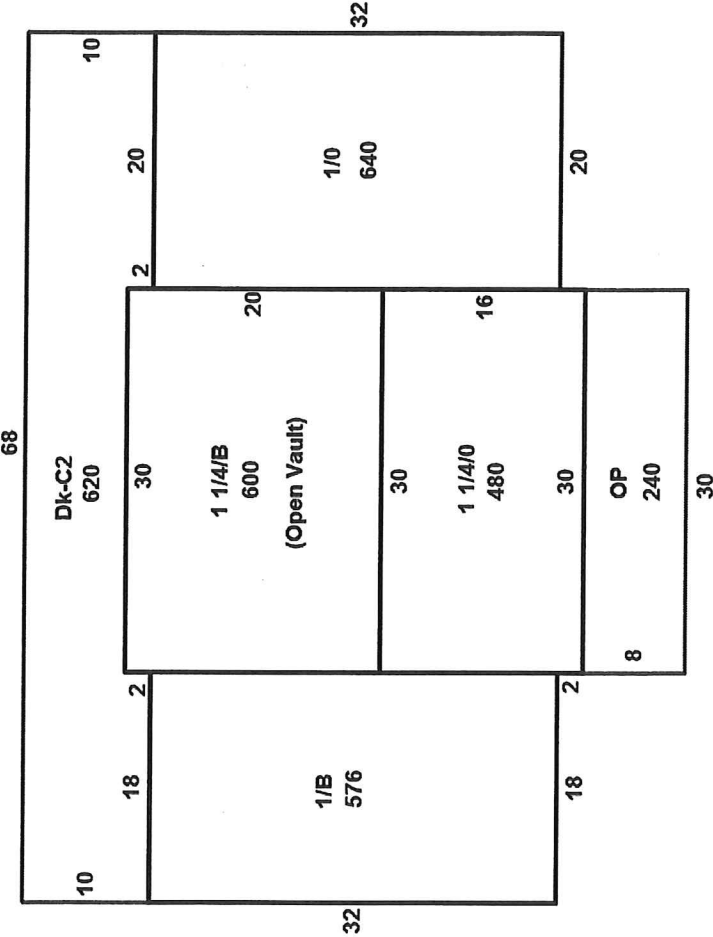








Current dwelling Sketch from CWC Accessor



Sketch by Apen Sketch



Real People. Real Solutions.

F. Z. a.
7656 Design Road
Suite 200
Baxter, MN 56425-8676

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

Crosslake WWTF Improvement Project

Date: January 3, 2018
To: Public Works Committee/City Council
From: John Graupman, Mike Rardin, Phil Martin
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 - Second 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.

During 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.

During 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.

During December the contractor continued progress on the two tanks. Concrete was poured at the beginning of the month for the walls of both structures along with the lid for the equalization basin. 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.

Contract changes are summarized in the “Costs” section below.

Project Schedule

Based on the contractor’s proposed schedule (attached), 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:

January - construction of top slabs of EQ Basin and Water Storage Tank, filter room valve replacements, and process piping.

February - filter room valve replacements, EQ Basin pumps and piping, and blower and air piping.

March - Pre-Treatment Building piping modifications, Mechanical Fine Screen installation, and Pre-Treatment Building stairs, railings, and grating.

April - Pre-Treatment Building piping modifications, Mechanical Fine Screen installation, 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 remains to be determined. A meeting with the contractor, electrician, engineer and City staff is planned to be scheduled in January to review the SCADA schedule and coordination. Site piping for the water storage tank and filter back wash are expected to be completed in spring 2018. Finally, the contractor’s goal is to have the EQ Basin 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.

The Equalization Basin is planned to be fully functional by St. Patrick’s Day of 2018. The rest of the project is planned to be completed by August 31, 2018.

Costs

Construction costs to date for the waste water portions of the project have increased approximately \$10,591 due to the following:

Item	Cost
1 - Field Order #1 - Add Rebar: Water Storage Tank Base Slab	\$ 424.00
2 - BMI Proposal Request #1 - RAS Piping Relocation to EQ Basin	\$ 11,923.13
3 - BMI Proposal Request #2 - Remove and Replace Three (3) Four Inch Plug Valves	\$ 2,464.93
4 - Eagle Proposal Request #1 - Relocate 6" Oxidation Ditch Drain Line	\$ (4,221.27)
5 - Relocate 6" RW Piping to South Oxidation Ditch	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. 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.
3. 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.
4. 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.
5. 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.

All of the above changes were either requested or found to be acceptable to City staff. These changes, after review by the City Council, will be authorized by BMI and incorporated into respective pay requests. A construction allowance of \$75,000 was incorporated into the construction contract for this project. So far, \$10,590.79 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	\$ 10,590	\$ 453,810	\$ 2,162,590
Well Construction	\$ 68,395	\$ (455.00)	\$ 67,940	\$ 67,940
Engineering	\$ 198,400	\$ (514.00)	\$ 153,614	\$ 197,886
Totals	\$ 2,418,795	\$ 9,621.79	\$ 675,364	\$ 2,428,416
Other City Costs (pre 2018)			\$188,016	\$2,616,433

Please see attached Project Cost Summary, dated January 3, 2018, for project cost details.

Attachments

1. Project Schedule - 11.21.17
2. Project Cost Summary - 01.03.18

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

Project Cost Summary

January 3, 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 - BMI Proposal Request #1 - RAS Piping Relocation to EQ Basin		\$ 11,923.13	\$ 11,923.13
3 - BMI Proposal Request #2 - Remove and Replace Three (3) Four Inch Plug Valves		\$ 2,464.93	\$ 2,464.93
4 - Eagle Proposal Request #1 - Relocate 6" Oxidation Ditch Drain Line		\$ (4,221.27)	\$ (4,221.27)
5 - Relocate 6" RW Piping to South Oxidation Ditch		TBD	TBD
Totals	\$ 2,227,000.00	\$ 10,590.79	\$ 2,162,590.79
Pay Request # / Date	#4 - 12/29/17		
Eagle - Work Completed to Date	\$ 453,810.00		
Eagle - Paid to Date	\$ 255,876.80		
Eagle - Retainage	\$ 22,690.50		
Eagle - Pay Requests	\$ 175,242.70		

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	\$ -	\$ 25,728.40	\$ 70,000.00
Totals	\$ 198,400.00	\$ (514.00)	\$ 153,614.40	\$ 197,886.00

Total Estimated Project Cost	Original Cost	Changes	Costs to Date	Estimated Final Amounts
WWTF Construction	\$ 2,152,000.00	\$ 10,590.79	\$ 453,810.00	\$ 2,162,590.79
Well Construction	\$ 68,395.00	\$ (455.00)	\$ 67,940.00	\$ 67,940.00
Engineering	\$ 198,400.00	\$ (514.00)	\$ 153,614.40	\$ 197,886.00
Totals	\$ 2,418,795.00	\$ 9,621.79	\$ 675,364.40	\$ 2,428,416.79

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
TOTAL COSTS	\$ 863,380.91	\$ 2,616,433.30



Schedule

Project Name: Crosslake WWTF Improvements	Project No:	Page 1 of 1
Proposed Start:	Prepared by: Eagle Construction	
Completion: August 30, 2018	Date: November 21, 2017	Revised:

		2017																2018																													
		SEPTEMBER				OCTOBER				NOVEMBER				DECEMBER				JANUARY				FEBRUARY				MARCH				APRIL				MAY				JUNE				JULY				AUGUST	
No.	Work Item	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4						
	Concrete EQ Basin																																														
	Piping; Oxidation Ditch Penetrations																																														
	12" Pipe to Oxidation Ditches																																														
	Oxidation Ditch 6" Drainlines																																														
	Water Storage Tank Concrete																																														
	Existing Filter/ Pump Room Valve Replacement																																														
	EQ Basin Pump Installation/ Piping																																														
	Pre-Treatment Bldg Piping Modicfications																																														
	Mech. Fine Screen Installation																																														
	Pre-Treatment Bldg Stairs, Railings, Grating																																														
	Blower & Air Piping																																														
	6" WM Water Storage to Loadout																																														
	WM; Water Storage to Clarifier																																														
	4" WM; Well to water Storage																																														
	Water Storage Pump Installation																																														
	Control Structure Concrete / Piping																																														
	Rapid Mix Manhole & Piping																																														
	Meter Manhole & Piping																																														
	Sludge StorageTank Piping & Modifications																																														
	Site Grading/ Fencing/ Restoration																																														
	Punchlist																																														
	Owner Training/ Start-up																																														
	Substantial Completion																																														

*** 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.