

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

1. Mike Lyonais – Review Proposed 2018 Budget
 - a. Public Comments
 - b. Resolution Approving Final 2017 Tax Levy Collectible in 2018 (Motion)
 - c. Approval of 2018 City Budget (Motion)

AGENDA AND ADDITIONS TO THE AGENDA
REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, DECEMBER 11, 2017
7:00 P.M. – CITY HALL

A. CALL TO ORDER

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

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

1. 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
16. Pay Request No. 3 from Redstone Construction for Dream Island Bridge
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 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
28. Memo dated December 11, 2017 from City Clerk Re: Zoning Administrator and Signatories
29. Additional Bills for Approval

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

D. MAYOR'S REPORT

1. "If I Were Mayor for a Day" Essay Readers from Crosslake Community School
 - a. Austin Ballis
 - b. Taylor Max
 - c. Emma Schott

E. CRITICAL ISSUES

1. Cindy Myogeto of Chamber of Commerce - Approval to Serve Soup at WinterFest (Council Action-Motion)
2. Corrine Hodapp Re: Role of Corps of Engineers
3. Resolution Supporting the Development of the National Loon Center (Council Action-Motion)

F. CITY ADMINISTRATOR'S REPORT

1. Email dated November 21, 2017 from Northland Press Regarding Publication Services (Council Information)
 - a. Letter from Echo Publishing Re: Legal Newspaper
2. Letter dated December 1, 2017 from Homeland Security Re: Disaster Relief Reimbursement (Council Information)
3. Staffing Agreement which Allows City Staff to Receipt Funds from NJPA in the Amount of \$7,680 and Disperse Funds to the U of MN in the Amount of \$7,680 for Research of the National Loon Center (Council Action-Motion)
4. Memo dated December 11, 2017 from Mike Lyonais Re: Staffing Recommendations and Updates (Council Action-Motion)
5. Memo dated December 11, 2017 from Mike Lyonais Re: Old Business from November 13, 2017 Council Meeting – Salary Adjustment Request (Council Action-Motion)

G. COMMISSION REPORTS

1. PARK & RECREATION/LIBRARY

- a. Staff Report dated December 4, 2017 from Jon Henke Re: Lutheran Social Services Food Transporter Position (Council Action-Motion)

- b. Staff Report dated December 6, 2017 from Jon Henke Re: ROW Encroachment (Council Action-Motion)
- c. Staff Report dated December 6, 2017 from Jon Henke Re: Computer Upgrades (Council Action-Motion)

2. PUBLIC WORKS/CEMETERY/SEWER COMMISSION

- a. Memo dated 11/28/17 from Ted Strand Re: 2018 Engineering (Council Action-Motion)
- b. Letter dated September 29, 2017 from WSN Re: Proposal for Professional Services Road Inventory/Capital Improvement Plan Updates (Council Action-Motion)
- c. John Graupman – Update on Sewer Plant Upgrades Project

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

I. OLD BUSINESS

J. NEW BUSINESS

K. CITY ATTORNEY REPORT

- a. Closed Session pursuant to M.S. 13D, Subd. 3b subject to attorney client privilege to discuss pending litigation/settlement information

L. ADJOURN

City of Crosslake

Public Information Meeting
2017 Tax Levy Collectible in 2018
2018 Budget

Monday, December 11, 2017
City Hall
37028 County Road 66
Crosslake, MN 56442

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CITY CALCULATIONS

CITY OF CROSSLAKE
** PROPOSED RATES

09-Nov-17

CITY OF CROSSLAKE

PAYABLE 2018

21,834
16,060PREV TIF:
PREV FD CONT:LGA Relief:
Rate: 0
0.000%

INITIAL TAX CAPACITY:	12,794,665	
less TIF Value:	21,145	
less FD Contrib Value:	16,670	
TAXABLE TAX CAPACITY:	12,756,850	

Population
2,230Max. EDA Levy = .01813% of Prev. Yr. Estimated MV (469,107)
0.01813% 215,401.00

PREV EMV:	1,188,090,000	1.9%
PREV TAXABLE MV: (FULLY TAXABLE)	1,174,049,844	2.0%
PREV TC:	12,498,774	2.1%
PREV NTC LEVY:	3,516,321	7.0%
PREV FD DIST:	32	2.9%
PREV FINAL LEVY:	3,516,289	7.0%

REF MV: 414,625,552
TAX MV: 1,197,580,206
EST MV: 1,210,918,200
NEW CONST: 10,744,700PREV RATE: 28.134%
1.360%

TYPE	FUND NAME	TOTAL LEVY REQUEST	TACONITE AID	TIF EXCESS	ADJUSTED LEVY	FISC DISP DISTRIB	FINAL LEVY	SPREAD LEVY	GENERAL RATE
10	CITY REVENUE	3,136,655		0	3,136,655	32.93	3,136,622	3,136,654.28	24.588%
83	EDA	12,500		0	12,500	0.00	12,500	12,501.71	0.098%
322	G.O. REFUNDING BONDS, 2012A	342,870		0	342,870	0.00	342,870	342,904.13	2.688%
335	G.O. EQUIPMENT CERT. 2015B	153,825		0	153,825	0.00	153,825	153,847.61	1.206%
347	G.O. SEWER REV IMP BONDS 2017	116,613		0	116,613	0.00	116,613	116,597.61	0.914%
	TOTAL	3,762,463		0	3,762,463	32.93	3,762,430	3,762,505.34	29.494%

CITY OF CROSSLAKE

REQUIRED DEBT LEVY:	\$603,340.00
(Diff. covered by County Lease Pmt)	Check Debt Levy

GARY GRIFFIN, LAND SERVICES DIRECTOR

CROW WING COUNTY TAX RATES FOR TAXES PAYABLE IN THE YEAR 2018

13-Nov-17 *** 2018 PROPOSED TAX RATES

Print Date	SCHL	TOTAL	COUNTY	TOWN	SCHOOL	REG DEV	HOSP	COUNT	CITY	SEWER	SCHL MKT
TOWNSHIP	DIST	RATE	RATE	RATE	RATE	COMM	DIST	HRA	HRA	DIST	RATE
Bay Lake.....	181F1	66.835%	31.696	9.072	24.751	0.134	1.081	0.101			0.14026%
	181F2	67.240%	31.696	9.477	24.751	0.134	1.081	0.101			0.14026%
	182F1	57.589%	31.696	9.072	15.505	0.134	1.081	0.101			0.09888%
	182F2	57.994%	31.696	9.477	15.505	0.134	1.081	0.101			0.09888%
Center.....	181	72.833%	31.696	16.151	24.751	0.134		0.101			0.14026%
	182	63.587%	31.696	16.151	15.505	0.134		0.101			0.09888%
Crow Wing.....	181	86.386%	31.696	29.704	24.751	0.134		0.101			0.14026%
Daggett Brook....	181	77.307%	31.696	20.625	24.751	0.134		0.101			0.14026%
	484	68.522%	31.696	20.625	15.966	0.134		0.101			0.19186%
Deerwood.....	1	55.299%	31.696	17.870	4.417	0.134	1.081	0.101			0.13731%
	182	66.387%	31.696	17.870	15.505	0.134	1.081	0.101			0.09888%
Fairfield.....	182	69.622%	31.696	21.105	15.505	0.134	1.081	0.101			0.09888%
	186	66.932%	31.696	21.105	12.815	0.134	1.081	0.101			0.12080%
Fort Ripley.....	181	64.574%	31.696	7.892	24.751	0.134		0.101			0.14026%
Gail Lake.....	2174	48.542%	31.696	9.510	7.101	0.134		0.101			0.13532%
Garrison.....	181	76.553%	31.696	19.871	24.751	0.134		0.101			0.14026%
	181SD	99.111%	31.696	19.871	24.751	0.134		0.101	22.558		0.14026%
	480	71.611%	31.696	19.871	19.809	0.134		0.101			0.09931%
	480SD	94.169%	31.696	19.871	19.809	0.134		0.101	22.558		0.09931%
Ideal.....	2174	49.751%	31.696	10.719	7.101	0.134		0.101			0.13532%
	186	55.465%	31.696	10.719	12.815	0.134		0.101			0.12080%
	186DET	59.584%	31.696	14.838	12.815	0.134		0.101			0.12080%
Irondale.....	182	92.514%	31.696	43.997	15.505	0.134	1.081	0.101			0.09888%
Jenkins.....	2174	50.852%	31.696	11.820	7.101	0.134		0.101			0.13532%
	186	56.566%	31.696	11.820	12.815	0.134		0.101			0.12080%
Lake Edward.....	181	65.504%	31.696	8.822	24.751	0.134		0.101			0.14026%
	182	56.258%	31.696	8.822	15.505	0.134		0.101			0.09888%
	186	53.568%	31.696	8.822	12.815	0.134		0.101			0.12080%
Little Pine.....	182	77.690%	31.696	29.173	15.505	0.134	1.081	0.101			0.09888%
Long Lake.....	181	74.334%	31.696	17.652	24.751	0.134		0.101			0.14026%
Maple Grove.....	181	66.707%	31.696	10.025	24.751	0.134		0.101			0.14026%
Mission.....	182	64.753%	31.696	17.317	15.505	0.134		0.101			0.09888%
	186	62.063%	31.696	17.317	12.815	0.134		0.101			0.12080%
Nokay Lake.....	181	85.728%	31.696	29.046	24.751	0.134		0.101			0.14026%
	182	76.482%	31.696	29.046	15.505	0.134		0.101			0.09888%
Oak Lawn.....	181	75.690%	31.696	19.008	24.751	0.134		0.101			0.14026%
	182	66.444%	31.696	19.008	15.505	0.134		0.101			0.09888%
Pelican.....	182	59.396%	31.696	11.960	15.505	0.134		0.101			0.09888%
	186	56.706%	31.696	11.960	12.815	0.134		0.101			0.12080%
	186DET	60.825%	31.696	16.079	12.815	0.134		0.101			0.12080%
Perry Lake.....	182	60.726%	31.696	12.209	15.505	0.134	1.081	0.101			0.09888%
Platte Lake.....	181	74.003%	31.696	17.321	24.751	0.134		0.101			0.14026%
	484	65.218%	31.696	17.321	15.966	0.134		0.101			0.19186%

TOWNSHIP	SCHOOL DIST	TOTAL RATE	COUNTY RATE	TOWN RATE	SCHOOL RATE	REG DEV COMM	HOSP DIST	COUNT HRA	CITY HRA	SEWER DIST	SCHL MKT RATE
Rabbit Lake.....	1	65.636%	31.696	28.207	4.417	0.134	1.081	0.101			0.13731%
	182	76.724%	31.696	28.207	15.505	0.134	1.081	0.101			0.09888%
Roosevelt.....	181	80.686%	31.696	24.004	24.751	0.134		0.101			0.14026%
	480	75.744%	31.696	24.004	19.809	0.134		0.101			0.09931%
Ross Lake.....	1	47.196%	31.696	10.848	4.417	0.134		0.101			0.13731%
	182	58.284%	31.696	10.848	15.505	0.134		0.101			0.09888%
St. Mathias.....	181	81.356%	31.696	24.674	24.751	0.134		0.101			0.14026%
	482	77.571%	31.696	24.674	20.966	0.134		0.101			0.18101%
Timothy.....	2174	45.597%	31.696	6.565	7.101	0.134		0.101			0.13532%
Wolford.....	182	65.407%	31.696	16.890	15.505	0.134	1.081	0.101			0.09888%
Unorg-Dean Lake	1	71.813%	31.696	34.384	4.417	0.134	1.081	0.101			0.13731%
Unorg-1st Assmt..	181	67.797%	31.696	11.115	24.751	0.134		0.101			0.14026%

*** 2018 PROPOSED TAX RATES

CITY	SCHOOL DIST	TOTAL RATE	COUNTY RATE	CITY RATE	SCHOOL RATE	REG DEV COMM	HOSP DIST	COUNT HRA	CITY HRA	SEWER DIST	SCHL MKT RATE
Baxter.....	181	107.770%	31.694	51.090	24.751	0.134		0.101			0.14026%
Brainerd.....	181	134.341%	30.986	76.943	24.564	0.134			1.714		0.14026%
	181RSD	107.207%	31.079	49.565	24.715	0.134			1.714		0.14026%
Breezy Point.....	186	87.608%	31.696	42.862	12.815	0.134		0.101			0.12080%
Crosby.....	182	150.118%	30.787	103.087	15.029	0.134	1.081				0.09888%
Crosslake.....	2174	68.526%	31.696	29.494	7.101	0.134		0.101			0.13532%
	182	76.930%	31.696	29.494	15.505	0.134		0.101			0.09888%
	186	74.240%	31.696	29.494	12.815	0.134		0.101			0.12080%
Cuyuna.....	182	109.649%	31.696	61.132	15.505	0.134	1.081	0.101			0.09888%
Deerwood.....	182	138.549%	31.623	90.192	15.418	0.134	1.081	0.101			0.09888%
Emily.....	182	90.067%	31.696	41.550	15.505	0.134	1.081	0.101			0.09888%
Fifty Lakes.....	2174	63.584%	31.696	23.471	7.101	0.134	1.081	0.101			0.13532%
Fort Ripley.....	181	84.258%	31.696	27.576	24.751	0.134		0.101			0.14026%
Garrison.....	181SD	149.406%	31.696	70.166	24.751	0.134		0.101		22.558	0.14026%
Ironton.....	182	157.412%	30.838	110.777	14.481	0.134	1.081	0.101			0.09888%
Jenkins.....	186	102.614%	31.696	57.868	12.815	0.134		0.101			0.12080%
Manhattan Beach	2174	62.986%	31.696	23.954	7.101	0.134		0.101			0.13532%
Nisswa.....	181	89.011%	31.696	32.329	24.751	0.134		0.101			0.14026%
	186	77.075%	31.696	32.329	12.815	0.134		0.101			0.12080%
Pequot Lakes.....	186	105.439%	31.696	59.451	12.815	0.134			1.343		0.12080%
Riverton.....	182	88.926%	31.696	40.409	15.505	0.134	1.081	0.101			0.09888%
Trommald.....	182	89.168%	31.696	40.651	15.505	0.134	1.081	0.101			0.09888%

City of Crosslake City Calculations - Proposed Tax Rates						
	Final Pay 2016	Final Pay 2017	Estimated Pay 2018 Levy			
			Budget Discussion 8/08/2017 3.00%	Budget Discussion Tax Rate Same as 2017	Budget Discussion 8/21/2017 and 10/23/2017 5.00%	Estimated Levy Adjustment 9/11/2017 7.00%
Tax Levy:						
City Revenue	2,843,909	3,005,707	3,112,616	3,079,307	3,066,329	3,136,655
EDA	12,500	12,500	12,500	12,500	12,500	12,500
G.O. Improvement Bonds, 2006B	137,746	0	0	0	0	0
G.O. Refunding Bonds, 2012A	344,249	343,533	342,870	342,870	342,870	342,870
G.O. Equipment Cert. 2015B	10,473	154,581	153,825	153,825	153,825	153,825
2017 Project Bonds - Sewer	0	0	0	0	116,613	116,613
Total Tax Levy	3,348,877	3,516,321	3,621,811	3,588,502	3,692,137	3,762,463
<i>Change in Tax Levy</i>	<i>0</i>	<i>167,444</i>	<i>105,490</i>	<i>72,181</i>	<i>175,816</i>	<i>246,142</i>
Estimated Taxable Tax Capacity - Proposed Rates	12,114,357	12,498,774	12,756,850	12,756,850	12,756,850	12,756,850
<i>Change in Taxable Tax Capacity</i>	<i>0</i>	<i>384,417</i>	<i>258,076</i>	<i>258,076</i>	<i>258,076</i>	<i>258,076</i>
City Tax Rate (2018 Estimated)	27.64%	28.13%	28.39%	28.13%	28.94%	29.49%
<i>Tax Rate Change From Prior Year</i>	<i>0.00%</i>	<i>0.49%</i>	<i>0.26%</i>	<i>0.00%</i>	<i>0.81%</i>	<i>1.10%</i>
Change in Tax Levy Dollars Due To:						
Changes in Taxable Tax Capacity	0	108,137	73,271	72,597	74,693	76,116
Changes in Tax Levy	0	59,307	32,219	(416)	101,123	170,026
Total Change in Tax Levy	0	167,444	105,490	72,181	175,816	246,142

RESOLUTION NO. XX-XX
RESOLUTION APPROVING FINAL 2017 TAX LEVY
COLLECTIBLE IN 2018

Be it resolved by the Council of the City of Crosslake, County of Crow Wing, Minnesota, that the following sums of money be levied for the current year, collectible in 2018, upon taxable property in the City of Crosslake, for the following purposes:

General Property Tax Levy	3,066,329
EDA – Operating Levy	12,500
G.O. Refunding Bonds 2012A	342,870
G.O. Equipment Certificates 2015B	153,825
G.O. Sewer Rev. Imp Bonds 2017A	<u>116,613</u>
Total Levy	3,692,137

The City Administrator/Treasurer is hereby instructed to transmit a certified copy of this resolution to the County Auditor of Crow Wing County, Minnesota.

Adopted by the City Council on December 11, 2017.

Patty Norgaard
Mayor

Michael R. Lyonais
City Administrator/Treasurer

**CROW WING
COUNTY**

Memo

To: CITY CLERKS / ADMINISTRATORS
From: Melonie Flaws, Crow Wing County Land Services Department
Date: November 27, 2017
Re: FINAL CITY TAXES LEVIED

Enclosed is the FINAL CITY TAXES LEVIED form for certification of your 2018 Final City Levy. This form must be returned to the County Land Services Department **by December 29, 2017**. Even if you do not change your levy from the preliminary amount, you must submit this Final Levy form.

Please mail the completed form to me at the address below or email to melonie.flaws@crowwing.us.

If you have any questions, please contact me.

Thank you!

Melonie Flaws
Crow Wing County
Land Services Department
322 Laurel Street, Suite 15
Brainerd, MN 56401
218-824-1302

DUE DATE: December 29, 2017		CITY OF: CROSSLAKE
STATE OF MINNESOTA COUNTY OF CROW WING	I HEREBY CERTIFY the following sums are the final levy adopted by the City Council at their meeting held on <u>December 11, 2017</u> , 2017 (Enter meeting date) for taxes payable in 2018 for the following purposes to wit:	
PURPOSE/FUND		
NET TAX CAPACITY BASED LEVIES	FINAL LEVY BY FUND	
10 REVENUE	\$ <u>3,066,329</u>	
83 EDA - OPERATING LEVY	\$ <u>12,500</u>	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
GENERAL OBLIGATION BONDS		
322 G.O. REFUNDING BONDS 2012A	\$ <u>342,870</u>	
335 G.O. EQUIPMENT CERTIFICATE 2015B	\$ <u>153,825</u>	
347 G.O. SEWER REV IMP BONDS 2017A	\$ <u>116,613</u>	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
FINAL CERTIFIED LEVY TOTAL	\$ <u>3,692,137</u>	
Dated this <u>11th</u> day of <u>December</u> , 2017. Finance Dir: _____ <div style="text-align: right; margin-top: 5px;"> City Administrator/Treasurer - Michael R. Lyonais </div>		
<u>You have until December 29, 2017 to certify your final adopted payable 2018 Levy to the County Auditor.</u> <u>Even if you do not change your levy from the Preliminary, you must submit this Final Levy Form.</u>		

City of Crosslake 2018 Summary Budget (12/11/2017 Version)							
Description	Total - All Funds	(101)/(401) General Fund	(301) Debt Service Fund	(405) TIF Fund	(502) EDA Operating Fund	(503) EDA Revolving Loan Fund	(601) Sewer Operating Fund
Revenues							(651) Sewer Restricted Sinking Fund
General Levy	3,074,457	3,061,957	-	-	12,500	-	-
D/S Levy (Includes Non-G.O. Debt)	617,680	126,242	153,825	-	-	-	337,613
Tax Increments	11,000	-	-	11,000	-	-	-
Sewer Charges for Services	252,872	-	-	-	-	-	252,872
Special Assessments	8,288	8,288	-	-	-	-	-
County Payment Joint Facility	113,130	113,130	-	-	-	-	-
Crosslake Communications	-	-	-	-	-	-	-
Other Revenues	462,082	458,082	-	-	-	-	2,000
G.O. Bonded Debt & Grants	1,001,800	1,001,800	-	-	-	-	-
G.O. Equipment Certificates/Leases	-	-	-	-	-	-	-
Total Revenues (Estimated)	5,541,308	4,769,498	153,825	11,000	12,500	-	254,872
Expenditures							
Operating Expenditures	3,158,555	2,670,147	-	11,500	12,500	-	464,408
Debt Service	677,840	218,124	149,300	-	-	-	310,416
Capital Outlay	3,480,425	1,930,425	-	-	-	-	1,550,000
Total Expenditures (Estimated)	7,316,820	4,818,696	149,300	11,500	12,500	-	2,014,408
Revenues Over (Under) Expenditures	(1,775,511)	(49,197)	4,525	(500)	-	-	(1,759,537)
Transfer CY Levy \$'s to Fund Sewer Ops/Imp	-	(1,559,537)	-	-	-	-	1,559,537
Adjustments: (For Budget Use Only)							
Add:							
Depreciation Included Above	200,000	-	-	-	-	-	200,000
Sewer Connection Charges (Estimate)	-	-	-	-	-	-	-
Spend Down Cash for Balance of Sewer Project	1,500,000	1,500,000	-	-	-	-	-
Use of Existing Cash From Prior Year(s) (Excess)	108,734	108,734	-	-	-	-	-
Spend Down Existing Cash For Dream Island	-	-	-	-	-	-	-
Less:							
Net Increase in Cash - TIF Fund	500	-	-	500	-	-	-
Use Existing Cash in General Fund	-	-	-	-	-	-	-
Existing Cash on Hand - Debt Service	(33,722)	0.00	(4,525)	-	-	-	-
Adjusted Revenues Over (Under) Expenditures	0	0	-	-	-	-	(29,197)

Note: G/O Debt Above of 1,001,800 includes:

Bonds/Grants/Cash
Grants: Dream Island
Bonds: Road Recon.
Bonds: Sewer Imp.

1,001,800
1,001,800

Motion:

Approve the 2018 Revenues and Expenditures Budget as Noted.

2017 Pay 2018 Levy Assumptions:		
General Levy	3,074,457	
D/S Levy	617,680	
Subtotal	3,692,137	
Prior Year Total Levy	3,516,321	
Increase (Decrease) From Prior Year	175,816	
New Items for 2018:		
Estimated Debt Service Levy for Cap. Ex.	116,613	3.32%
Operating & Capital Levy Adj. For Pay 2018	59,203	1.68%
Increase (Decrease) From Prior Year	175,816	5.00%
	(0.00)	

**City of Crosslake
2018 Budget Assumptions
12/11/2017 Budget Meeting**

Previous Budget Meeting(s):

- 07/14/2017 to 08/03/2017 - "First Pass Budget" distributed to staff and returned with revisions.
- 08/8/2017 - Special Meeting with Council/Staff to discuss "first pass budget".
- 08/21/2017 - Special Workshop Meeting - Review Changes from prior meeting, departmental budgets, capital funding options, current year capital update, and compensation study update.
- 09/11/2017 - Change Levy back to a 5% Adjustment - other minor revisions
- 10/23/2017 - Only minor revisions - adjust for impact of prepaid special assessments, interest.

Revenue Assumptions:

- **Levy**
 - Pay 2018 Operating Levy reflects 5.00% adjustment over Pay 2017.
- **Capital Expenditures in Part Funded by New Debt/Grants/Cash**
 - Refer to separate schedule on capital funding sources.
 - Approximately \$1M Sewer Bonds issues in late 2017, 2018 bond payments included in pay 2018 levy request.
- **State Aids for Roads**
 - Set to \$0 as future funding not certain. (Except for timing of Bridge Project.)
- **EDA**
 - EDA Levy at \$12,500 to service Brainerd Lakes Area Development Corp. fee and other misc. charges.
- **Sewer Rate Adjustment**
 - Base sewer rate adjustment of \$3 over 2017.

Expenditure(s) Assumptions:

- **Salaries/Benefits:**
 - Adjustments in accordance/consistent with applicable union contract.
 - Health insurance rates reflect estimated rates.
 - No provision for retirements as no new retirements are known. (Anticipate one retiree that will have minimal, if any impact on City from a financial perspective.
- **Capital Outlay**
 - Refer to separate discussion on 5-year capital outlay plan.
 - Debt issuance for 2018 projects anticipated in 2018.
 - Fitness Equipment for Parks/Rec. funded by existing reserves.

City of Crosslake
2018 Budget - Impact of Revisions - All Budget Meetings
12/11/2017

Revenue Assumptions:

Total Revenues - 08/08/2017 Budget Version	\$ 8,585,923
<i>Revenue Adjustments - 08/08/2017</i>	
Adjust operating levy for departmental changes	(46,287)
Reduce Sewer Bonds for cash applied towards project costs	(1,500,000)
Move levy for \$1M 10yr. Sewer Bonds into Pay 2018	116,613
<i>Total Revenue Adjustments</i>	<u>(1,429,674)</u>
Total Revenues - 08/21/2017 Budget Version	<u>7,156,249</u>
<i>Revenue Adjustments: 08/21/2017 Budget Meeting</i>	
Adjust operating levy for departmental changes	70,326
Move Grant Funding For Dream Island Bridge from 2018 to 2017	(610,000)
Move Bond Proceeds for Sewer Plant from 2018 to 2017	(1,000,000)
	-
<i>Total Revenue Adjustments</i>	<u>(1,539,674)</u>
Total Revenues - 09/11/2017 Budget Version	<u>5,616,575</u>
<i>Revenue Adjustments: 09/11/2017 Budget Meeting</i>	
Reduce overall tax levy by 2%	(70,326)
Library Grant Increase to Match Estimated Funding	-
Adjust Donations to Match Est Exp for Pickle Ball and BB Courts (Move to 2019)	(40,000)
Revise Interest Income Estimate \$4.M * .008 total	22,000
Estimated Dream Island Assessments for 2018	5,188
Revise Sewer Revenue Estimate	7,871
Move Bond Proceeds for Sewer Project back into 2017	-
<i>Total Revenue Adjustments</i>	<u>(75,267)</u>
Total Revenues - 10/23/2017, 12/11/2017 Budget Version	<u>\$ 5,541,308</u>

City of Crosslake
2018 Budget - Impact of Revisions - All Budget Meetings
12/11/2017

Expenditure(s) Assumptions:

Total Expenditures - 08/08/2017 Budget Version **\$ 9,657,966**

Expenditure Adjustments - 08/08/2017

General Government - Move City Hall Sidewalk Improvements into 2017	(10,000)
Police - Adjust estimated vehicle supplies and maintenance items	(200)
Police - Adjust estimated software/maintenance contracts/supplies (cameras)	9,468
Police - Adjust travel expenses	500
Fire Department - Physicals/Flu Shots to match prior year's actual	3,000
Fire Department - Uniforms	500
Fire Department - Adjust City share of relief contribution up \$150/member	2,000
Fire Department - Adjust MN State Aid Pass Through to match revenue	10,000
Fire Department - Adjust Capital Outlay for DNR Grass Rig upgrade	10,000
Public Works - Remove Salt/Sand Bldg. from 2018	(500,000)
Sewer - Estimated principal payment on new debt	100,000
Sewer - Estimated interest payment of new debt	11,060
<i>Total Expenditure Adjustments -08/08/2017</i>	(363,672)

Total Expenditures - 08/21/2017 Budget Version **9,294,294**

Expenditure Adjustments - 08/21/2017 Budget Meeting

Public Works - Remove Perkins Road/Trail	(332,284)
Move Dream Island Bridge Project Estimate out of 2018 and into 2017	(690,000)
Move Sewer Project Estimate out of 2018 and into 2017	(2,500,000)
Revise Health Insurance Estimate(s) (Rate adj. and move two singles to fam.)	11,810
<i>Total Expenditure Adjustments - 08/21//2017</i>	(3,510,474)

Total Expenditures - 09/11/2017 Budget Version **5,783,820**

Expenditure Adjustments - 9/11/2017 Budget Meeting

Reflect cash portion of Sewer Project for 2018	\$ 1,500,000
Adjust Support Request for Fireworks	-
Parks/Rec. - Fitness Equipment - use reserves	33,000
<i>Total Expenditure Adjustments - 09/11//2017</i>	1,533,000

Total Expenditures - 10/23/2017, 12/11/2017 Budget Version **\$ 7,316,820**

Revenues Over (Under) Expenditures **\$ (1,775,511)**

Adjustments: (For Budget Use Only)***Add:***

<i>Depreciation Included Above</i>	200,000
<i>Spend Down Cash for Balance of Sewer Project</i>	1,500,000
<i>Use of Existing Cash From Prior Year(s) (Excess)</i>	108,734

Less:

<i>Net Increase in Cash - TIF Fund</i>	500
<i>Existing Cash on Hand - Debt Service</i>	(33,722)

Remainder **0**

**CITY OF CROSSLAKE
REVENUES - SUMMARY**

	2016 ACTUAL	2017 YTD ACTUAL 6/30/2017	2017 Adopted Budget	2018 Proposed Budget 10/23/2017 & 12/11/2017	Budget Revisions From 09/11/2017	2018 Preliminary Budget Estimate 09/11/2017
GENERAL FUND						
General Levy	2,834,817	1,146,071	2,972,811	3,061,957.13	(70,326)	3,132,284
Debt Service Levy:						0
<i>Equipment Certificates</i>	0	0	32,896	4,372		4,372
<i>Emergency Services Center</i>	39	112,601	0	-		0
<i>2012 Series 2012 A \$2,070K</i>	122,925	0	122,533	121,870		121,870
Special Assessments	662	0	9,802	8,288	5,188	3,099
County Payment Joint Facility	111,932	112,601	112,467	113,130		113,130
Transfers	0	0	0	-		0
Other Revenues	6,313,673	224,048	411,029	458,082	(18,000)	476,082
G.O. Bonded Debt & Grants	0	0	1,595,500	1,001,800		1,001,800
G.O. Equipment Certificates/Leases	0	0	0	0		0
TOTAL GENERAL FUND	9,384,048	1,595,321	5,257,038	4,769,498	(83,138)	4,852,636
DEBT SERVICE FUND						
Property Taxes:						
General Levy	119	0	0	-	0	0
<i>2001 Series A \$605K</i>	14	0	0	-	0	0
<i>2002 Series A \$825K</i>	10	0	0	-	0	0
<i>2004 Series A \$1,095K</i>	45	0	0	-	0	0
<i>2006 Series B \$1,330K</i>	137,357	0	0	-	0	0
<i>2012 Series A \$385K</i>	0	0	0	-	0	0
<i>2015 Series B \$561K Equip. Cert.</i>	10,300	58,951	154,581	153,825	0	153,825
<i>2018 Roads - Estimated Levy</i>				-	0	0
Special Assessments	27,515	64	0	-	0	0
Penalties and Interest	66	82	0	-	0	0
County Joint Payment Facility	0	0	0	-	0	0
Bond Proceeds/Premium	0	0	0	-	0	0
TOTAL DEBT SERVICE FUND	175,425	59,097	154,581	153,825	0	153,825
TAX INCREMENT FUND						
Tax Increments	12,079	0	11,000	11,000	0	11,000
TOTAL TAX INCREMENT FUND	12,079	0	11,000	11,000	0	11,000
ECONOMIC DEVELOPMENT FUND(S)						
General Property Taxes	12,362	4,765	12,500	12,500	0	12,500
Other Revenue	16,569	295	0	0	0	0
Revolving Loan Interest	6,073	1,173	0	0	0	0
Interest	1,526	280	0	0	0	0
TOTAL ECONOMIC DEV. FUND(S)	36,530	6,513	12,500	12,500	0	12,500
SEWER FUND						
Sewer User Fees/Penalties	270,020	128,142	237,060	252,872	7,871	245,001
D/S Levy - 2012 Series A \$1,855K	222,499	84,280	221,000	221,000	0	221,000
2017 Sewer Improvement - Levy Est.			0	116,613	0	116,613
Penalties and Interest	1,180	1,270	2,500	2,500	0	2,500
Interest	178	272	500	500	0	500
Miscellaneous Revenues	2,303	386	1,000	1,000	0	1,000
Bond Proceeds/Capital Contributions	0	0	0	0	0	0
Transfers	423,900	0	0	0	0	0
TOTAL SEWER FUND	920,081	214,349	462,060	594,485	7,871	586,614
TOTAL REVENUES	10,528,163	1,875,280	5,897,179	5,541,308	(75,267)	5,616,575

CITY OF CROSSLAKE EXPENDITURES - SUMMARY												
	2012 ACTUAL				2013 ACTUAL				2014 ACTUAL			
	OPERATING	CAPITAL	DEBT	TOTAL	OPERATING	CAPITAL	DEBT	TOTAL	OPERATING	CAPITAL	DEBT	TOTAL
GENERAL FUND												
COUNCIL	29,785	0	0	29,785	33,079	0	0	33,079	31,586	0	0	31,586
ADMINISTRATION	299,539	0	1,548	301,087	243,588	1,534	1,548	246,670	232,440	1,311	1,548	235,299
ELECTIONS	3,967	0	0	3,967	0	0	0	0	4,684	0	0	4,684
AUDIT/LEGAL SERVICES	48,784	0	0	48,784	79,232	0	0	79,232	41,872	0	0	41,872
PLANNING AND ZONING	255,069	11,738	1,548	268,355	300,975	4,786	1,548	307,309	214,871	1,208	1,548	217,627
GENERAL GOVERNMENT	170,748	167,743	0	338,490	376,088	7,178	0	383,267	218,576	13,059	0	231,635
POLICE ADMINISTRATION	502,903	32,823	0	535,726	515,217	35,829	0	551,046	514,684	73,781	0	588,465
FIRE ADMINISTRATION	147,874	40,987	2,657,470	2,846,332	135,829	116,543	16,342	268,713	159,624	261,681	16,342	437,647
AMBULANCE SERVICES	13,250	0	0	13,250	73	0	0	73	0	0	0	0
PUBLIC WORKS	443,218	300,559	16,021	759,799	454,020	445,574	0	899,594	441,977	239,834	0	681,811
CEMETERY	1,149	2,252	0	3,401	1,514	0	0	1,514	3,621	102	0	3,722
PARKS AND RECREATION	356,582	97,126	0	453,708	363,475	187,706	0	551,181	331,305	54,285	625	386,215
LIBRARY	50,980	3,445	0	54,425	53,889	0	0	53,889	61,128	11,144	625	72,896
RECYCLING	32,340	0	0	32,340	32,340	0	0	32,340	32,340	0	0	32,340
OPERATING TRANSFERS				0								
GENERAL FUND DEBT SERVICE				0				206,303	0	0	212,903	212,903
2012 SERIES A \$ 2,070K	0	0	0	0	0	0	0	0	0	0	0	0
2015 Series B \$561K Equip. Cert.	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL GENERAL FUND	2,356,188	656,674	2,676,587	5,689,449	2,589,319	799,150	225,740	3,614,209	2,288,706	656,405	233,590	3,178,701
DEBT SERVICE FUND												
2001 Series A \$605K	0	0	51,138	51,138	Paid off in 2011	0	0	0	Paid off in 2011	0	0	0
2002 Series A \$825K	0	0	48,206	48,206	0	0	51,125	51,125	0	0	0	0
2004 Series A \$1,095K	0	0	515,930	515,930	Paid off in 2012	0	0	0	Paid off in 2012	0	0	0
2006 Series B \$1,330K	0	0	163,921	163,921	0	0	163,690	163,690	0	0	163,230	163,230
2012 Series A \$ 385K	0	0	4,492	4,492	0	0	131,450	131,450	0	0	133,900	133,900
2015 Series B \$561K	0	0	0	0	0	0	0	0	0	0	0	0
Bond Issuances/Fiscal Agent Fees	0	0	29,763	29,763	0	0	2,025	2,025	0	0	2,520	2,520
TOTAL DEBT SERVICE FUND	0	0	813,450	813,450	0	0	348,290	348,290	0	0	299,650	299,650
TAX INCREMENT FUND												
TAX INCREMENT	36,545	0	0	36,545	14,903	0	0	14,903	16,477	0	0	16,477
TOTAL TAX INCREMENT FUND	36,545	0	0	36,545	14,903	0	0	14,903	16,477	0	0	16,477
CAPITAL PROJECTS - AMBULANCE/FIRE BLDG												
CAPITAL OUTLAY	0	88,616	0	88,616	0	123,680	0	123,680	0	0	0	0
TOTAL CAPITAL PROJECTS FUND	0	88,616	0	88,616	0	123,680	0	123,680	0	0	0	0
ECONOMIC DEVELOPMENT FUND(S)												
OPERATING	309,965	0	2,373,885	2,683,850	431	0	41,660	42,091	11,834	0	0	11,834
REVOLVING LOAN	10,013	0	0	10,013	8,543	0	0	8,543	0	0	0	0
TOTAL ECONOMIC DEVELOPMENT	319,978	0	2,373,885	2,693,863	8,975	0	41,660	50,635	11,834	0	0	11,834
SEWER FUND												
SEWER OPERATING FUND	426,851	0	0	426,851	420,245	584	0	420,829	421,682	513	0	422,195
SEWER DEBT SERVICE FUND	0	0	228,601	228,601	0	0	227,543	227,543	0	0	66,344	66,344
TOTAL SEWER FUND	426,851	0	228,601	655,452	420,245	584	227,543	648,372	421,682	513	66,344	488,539
TOTAL EXPENDITURES	3,139,563	745,290	6,092,523	9,977,376	3,033,442	923,414	843,234	4,800,090	2,738,699	656,917	599,584	3,995,200

City of Crosslake
Capital Outlay - Budget vs Actual (Updated Through 11/30/2017)

Capital Outlay - Budget vs Actual (Updated Through 11/30/2017)												
				5.00%	Next 5 Years							
	2017 Budget	Total Cap-Ex. To Date	Over (Under) Budget to Date	2018	2019	2020	2021	2022 & Later				
DEPT 41110 Council												
None	0	-	0	0	0	0	0	0				
	0	-	0									
DEPT 41400 Administration												
Computer Equipment	2,563	-	(2,563)	3,500	3,675	3,859	4,052	4,254	632			
Other Equipment	500	-	(500)	520	546	573	602					
Replace Server/New Wiring	0	-	0	0	0	7,500	0	0	0			
Replace Copier(s)	0	-	0	0	0	3,300	0	0	0			
Replace/Renew Copier Lease at Expiration Date with Color Copier - Split with P/Z												
	3,063	-	(3,063)	4,020	4,221	15,232	4,654	4,886				
DEPT 41410 Elections												
None	0	-	0	0	0	0	0	0	0			
	0	-	0									
DEPT 41600 Audit/Legal Services												
None	0	-	0	0	0	0	0	0	0			
	0	-	0	0	0	0	0	0	0			
DEPT 41910 Planning and Zoning												
Computer Equipment	2,500	1,996	(504)	3,500	3,675	3,859	4,052	4,254	632			
Other Equipment	500	-	(500)	520	546	573	602					
Replace Server/New Wiring	0	-	0	0	0	7,500	0	0	0			
Replace Copier(s)	0	-	0	0	0	3,300	0	0	0			
Replace/Renew Copier Lease at Expiration Date with Color Copier - Split with P/Z												
	3,000	1,996	(1,004)	4,020	4,221	15,232	4,654	4,886				
DEPT 41940 General Government												
City Hall Security System	36,000	24,462	(11,538)	0	0	0	0	0	0			
Secure Server Enclosure	0	725	725	0	0	0	0	0	0			
Painting	0	4,450	4,450	0	0	0	0	0	0			
Council Chambers and Hallways	0	3,423	3,423	0	0	0	0	0	0			
Exterior Door	0	225	225	0	0	0	0	0	0			
New Desk	0	1,506	1,506	0	0	0	0	0	0			
City Hall Light Upgrades	0	-	0	0	0	0	0	0	0			
Siding/Roofing/Landscaping	0	649	649	0	0	0	0	0	0			
Other Miscellaneous Upgrades	0	-	0	25,000	0	0	0	0	0			
Civil Defense	0	-	0	50,000	50,000	50,000	50,000	50,000	50,000			
General Government Improvements	0	11,674	11,674	110,000	0	0	0	0	0			
City Hall - Various	0	-	0	185,000	50,000	50,000	50,000	50,000	50,000			
	36,000	47,113	11,113									
DEPT 42110 Police Administration												
Office Computers	3,000	-	(3,000)	3,500	3,675	3,859	4,052	4,254	632			
Squad Equipment - Guns	2,500	-	(2,500)	0	0	0	0	0	0			
Squads - Camera Warranties	3,600	-	(3,600)	0	0	0	0	0	0			
Squad Vehicles	49,000	88,052	39,052	50,960	53,508	56,183	58,993	61,942	632			
Reductive Software	0	4,780	4,780	0	0	0	0	0	0			
Protective Vests	923	-	(923)	960	1,008	1,058	1,111	1,167	632			
Office Furniture/Other Equip	923	225	(698)	0	0	0	0	0	0			
	59,946	93,058	33,112	55,420	58,191	61,101	64,156	67,363	632			

City of Crosslake
Capital Outlay - Budget vs Actual (Updated Through 11/30/2017)

5.00%

Next 5 Years

	2017 Budget	Total Cap- Ex. To Date	Over (Under) Budget to Date	Next 5 Years				
				2018	2019	2020	2021	2022 & Later
DEPT 42280 Fire Administration								
Miscellaneous Minor Equipment	0	19,098	15,098	1,000	4,000	1,000	4,000	9,000
Hoses/Nozzles/Equipment	0	-	0	0	0	0	0	0
0	0	-	0	0	0	0	0	0
0	0	-	0	0	0	0	0	0
0	0	-	0	0	0	0	0	0
15 Custom	0	-	0	0	0	0	0	650,000
96/03 E1	0	-	0	0	0	0	0	0
04 Freight Tender 3	0	-	0	0	0	0	0	350,000
94 Chevy	0	-	0	0	0	0	0	0
03 Ford	0	-	0	0	175,000	0	0	0
Equipment - SCBA Air packs	0	-	0	10,000	0	0	0	0
PPE	150,000	146,385	(3,615)	0	0	0	0	0
Boots	6,000	9,781	3,781	6,000	7,000	7,000	7,000	23,000
Helmets	2,000	-	(2,000)	0	2,000	0	2,000	7,000
Radio	0	-	0	2,000	0	0	0	8,000
Miscellaneous Items/Uniforms	0	3,741	3,741	0	0	0	0	0
Zodiac Rescue Boat - Paid for From	0	8,084	8,084	0	0	0	0	0
Hovercraft Sale Proceeds	0	15,160	15,160	0	0	0	0	0
Expedition Repairs	0	-	-	0	0	0	0	0
	162,000	206,109	44,109	19,000	187,000	8,000	563,000	1,047,000
DEPT 42500 Ambulance Services								
NA - Not Used	0	-	0	0	0	0	0	0
	0	-	0	0	0	0	0	0
DEPT 43000 Public Works (General)								
Vehicles and Equipment								
Truck/Crane Truck	0	-	0	0	0	0	0	0
Skid Steer Attachments	0	-	0	0	0	0	0	0
Sprayer/Fertilizer	0	-	0	0	0	0	0	0
Pickup	35,000	-	(35,000)	0	0	0	0	0
Dirt Screen	15,000	-	(15,000)	0	0	0	0	0
Replace 2009 John Deere 3720 Tractor	0	-	0	40,000	0	0	0	0
Replace Sweeper	0	-	0	0	0	50,000	0	0
Replace 2006 MAC Dump Truck and Attachments	0	-	0	0	0	0	250,000	0
48" JENKINS SSL FORKS	0	850	850	0	0	0	0	0
2016 Landscape Blade	0	-	0	0	0	0	0	0
2017 Dump/Plow Truck	0	-	0	0	0	0	0	0
2016 Ditch Mower	0	-	0	0	0	0	0	0
2016 Brush Wolf Grapple/Bucket	0	-	0	0	0	0	0	0
2016 Grapple Bucket - John Deere	0	-	0	0	0	0	0	0
2017 Joint Maintenance Facility	0	-	0	0	0	0	0	0
New Plow and Controls	15,000	-	(15,000)	0	0	0	0	0
HUSQVARNA BLOWER	0	7,994	7,994	0	0	0	0	0
KOMBI WEED EATER	0	464	464	0	0	0	0	0
Heavy Duty Loader for Backhoe	0	938	938	0	0	0	0	0
Replace 1 Shop Truck/Misc. Items	0	2,750	2,750	0	0	0	0	0
Miscellaneous Items	0	-	0	0	0	0	0	0
Salt/Sand Building	0	13,934	13,934	35,000	75,000	25,000	25,000	75,000
Repairs - moved into 2017	0	743	743	0	0	0	0	0
	65,000	27,673	(37,327)	75,000	75,000	75,000	275,000	75,000
Crack Filling and Repairs								
	50,000	45,223	(4,777)	50,000	50,000	50,000	50,000	50,000
	50,000	45,223	(4,777)	50,000	50,000	50,000	50,000	50,000

City of Crosslake
Capital Outlay - Budget vs Actual (Updated Through 11/30/2017)

5.00%

Next 5 Years

	2017 Budget	Total Cap- Ex. To Date	Over (Under) Budget to Date	Next 5 Years				
				2018	2019	2020	2021	2022 & Later
Roads/Trails/Bridges								
SOUTH LANDING INTERSECTION	0	-	0	0	0	0	0	0
RECONSTRUCT WITH MANHATTAN POINT BOULEVARD (2016)	0	-	0	0	0	0	0	0
RE-SURFACING OF PARKING AREA (2016)	0	-	0	0	0	0	0	0
MILINDA SHORES BRIDGE	0	-	0	0	0	0	0	0
MILINDA SHORES BRIDGE STABILIZATION (NON- PARTICIPATING) (2016)	0	-	0	0	0	0	0	0
DREAM ISLAND BRIDGE	0	-	0	0	0	0	0	0
DESIGN OF REPLACEMENT OF THE DREAM ISLAND BRIDGE (2016)	0	-	0	0	0	0	0	0
FOREST LODGE ROAD	0	-	0	0	0	0	0	0
RECLAIM/CONSTRUCT TURN-AROUND/REPAVE (2016)	0	-	0	0	0	0	0	0
SOUTH LANDING ROAD	0	-	0	0	0	0	0	0
RECLAIM/CONSTRUCT TURN-AROUND/REPAVE	0	-	0	0	0	0	0	0
URBANS POINT ROAD	0	-	0	0	0	0	0	0
DREAM ISLAND BRIDGE	454,500	350,914	(103,586)	0	0	0	0	0
(CONSTRUCTION)								
REPLACE THE DREAM ISLAND BRIDGE WITH PRE- CAST BEAM (PARTICIPATING)	80,000	76,043	(3,957)	0	0	0	0	0
DREAM ISLAND BRIDGE								
(CONSTRUCTION)								
REPLACE THE DREAM ISLAND BRIDGE WITH PRE- CAST BEAM (NON-PARTICIPATING)	177,000	-	(177,000)	0	0	0	0	0
MILINDA SHORES ROAD	179,000	-	(179,000)	0	0	0	0	0
TAMARACK ROAD SEGMENT								
RE-ALIGN AND RECONSTRUCT NEW CURVE ALIGNMENT/APPLY FOR WETLAND FILL PERMITS								
MANHATTAN POINT BOULEVARD	0	-	0	949,000	0	0	0	0
RECONSTRUCT (MOVED FROM 2016 TO 2018)								
MANHATTAN POINT BOULEVARD	0	-	0	439,000	0	0	0	0
NEW TRAIL								
ANCHOR POINT ROAD	511,000	-	(511,000)	0	0	0	0	0
ANCHOR POINT TRAIL (EXTEND SHOULDER)	231,000	-	(231,000)	0	0	0	0	0
2019								
0	0	-	0	0	0	0	0	0
0	0	-	0	0	0	0	0	0
DAGGET BAY ROAD	53,000	-	(53,000)	0	67,584	0	0	0
NORWAY TRAIL								
BROOK STREET	0	-	0	0	128,832	0	0	0
KIMBALL ROAD	0	-	0	0	76,032	0	0	0
RECLAIM/EXTEND SANITARY SEWER/REPAVE	0	-	0	0	102,432	0	0	0
SANITARY SEWER COST MINUS ABOVE ROAD COSTS FROM 2010 SANITARY SEWER EXTENSION STUDY - TOTAL PROJECT ESTIMATE - \$1,050,000 PLUS 3% INFLATION INCREASE YEAR- TO-DATE	0	-	0	0	1,231,560	0	0	0
EAST SHORE ROAD	141,000	-	(141,000)	0	211,200	0	0	0
LAKE STREET	0	-	0	0	0	72,864	0	0
PERKINS ROAD	0	-	0	0	0	0	0	0
PERKINS ROAD	0	-	0	0	0	0	0	0
SHADY WOOD STREET	0	-	0	0	0	0	0	0
SHAFAER ROAD	0	-	0	52,800	0	0	0	172,480
ANTLER ROAD	0	-	0	0	0	0	0	103,488
VISTA DRIVE	0	-	0	0	0	0	0	72,864
SCENIC COURT	0	-	0	0	0	0	0	22,176
BIRCH NARROWS ROAD	0	-	0	0	0	246,400	0	0
JASON LN	0	-	0	0	0	15,840	0	0
ROBERT STREET	0	-	0	0	0	0	204,864	0
WILD RANCH DRIVE	0	-	0	0	0	0	85,536	0
SUMMIT AVENUE	0	-	0	0	0	0	31,680	0
RUSHMOOR BOULEVARD	0	-	0	0	0	137,280	0	0
RUSHMOOR TRAIL	0	-	0	0	0	14,502	0	0
STALY LN	0	-	0	0	0	104,544	0	0

City of Crosslake									
Capital Outlay - Budget vs Actual (Updated Through 11/30/2017)									
					5.00%				
					Next 5 Years				

City of Crosslake
Capital Outlay - Budget vs Actual (Updated Through 11/30/2017)

5.00%

Next 5 Years

	2017 Budget	Total Cap-Ex. To Date	Over (Under) Budget to Date	Next 5 Years				
				2018	2019	2020	2021	2022 & Later
DEPT 45100 Park and Recreation								
HVAC Replacement	20,000	-	(20,000)	10,000	10,000	10,000	10,000	10,000
HVAC Replacement	0	-	0	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)
Tennis Court Replacement	10,000	-	(10,000)	5,000	5,000	5,000	5,000	5,000
Tennis Court Replacement	0	-	0	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)
South Bay Park/ #103 Park	34,000	-	(34,000)	17,000	17,000	17,000	17,000	17,000
South Bay Park/ #103 Park	0	-	0	(17,000)	(17,000)	(17,000)	(17,000)	(17,000)
Computer Equipment	2,563	-	(2,563)	2,666	2,799	2,939	3,086	3,241
Signage for Community Center	10,000	-	(10,000)	0	0	0	0	0
Community Center Septic Improvements	5,000	-	(5,000)	0	0	0	0	0
Infild Improvements	5,000	-	(5,000)	0	0	0	0	0
Replace Carpet	10,000	-	(10,000)	10,000	0	0	0	0
Polaris Ranger UTV	0	25,507	25,507	0	0	0	0	0
Senior Meals NSF Equipment	0	-	0	7,000	0	0	0	0
New Playground Surface	0	-	0	20,000	0	0	0	0
Community Center	0	-	0	8,000	0	0	0	0
Irrigation Pumps & Related Improvements	0	-	0	10,000	10,000	10,000	10,000	0
Replace Copiers	0	-	0	0	0	8,000	0	0
Indoor/Outdoor Surveillance Cameras	0	-	0	0	0	0	7,500	7,500
2016 Flooring	0	-	0	0	0	0	0	0
Use Reserves to Pay for Equipment	0	-	0	33,000	0	0	0	0
2019 - Replace Gator	0	-	0	0	26,000	0	0	0
2019 - Pickle Ball Courts	0	-	0	0	60,000	0	0	0
2019 - Outdoor Basketball Court	0	0	0	0	10,000	0	0	0
2019 - Outdoor Basketball Court - \$10K Funded By Donations	0	0	0	0	12,000	0	0	0
2019 - Tennis Courts: Seal and Paint	0	0	0	0	0	0	0	0
Paint	0	0	0	0	0	0	0	0
Note for 2019 Proposed Funding: \$60,000 Levy, \$40,000 PAL	0	0	0	0	0	0	0	0
\$60,000 Levy, \$40,000 PAL	0	0	0	0	0	0	0	0
Donations, and \$20,799 of Park Dedication Fees	0	0	0	0	0	0	0	0
Replace Mower and Deck	0	-	0	0	0	35,000	0	0
Replace Truck and Plow (New)	0	2,350	2,350	0	0	0	39,414	0
Revise Budget to a Specific \$ Amount Rather than Project Specific	0	-	36,563	2,334	0	4,061	0	49,259
Flooring	0	5,481	5,481	0	0	0	0	0
Sound System	0	11,064	11,064	0	0	0	0	0
Perkins Road Park Project	0	7,316	7,316	0	0	0	0	0
Radar Signs	0	2,330	2,330	0	0	0	0	0
	60,000	54,047	(5,953)	93,000	120,799	60,000	60,000	60,000
DEPT 45500 Library								
Miscellaneous	500	2,330	1,830	500	500	500	500	500
Shelves for Book Sale	0	1,528	1,528	0	0	0	0	0
Computers/Software	2,563	-	(2,563)	2,665	2,798	2,938	3,085	3,239
	3,063	3,858	795	3,165	3,298	3,438	3,585	3,739
Total General Fund	2,269,572	1,642,527	(627,045)	1,930,425	2,371,371	930,433	1,388,128	1,956,995

City of Crosslake
Capital Outlay - Budget vs Actual (Updated Through 11/30/2017)

5.00%

Next 5 Years

	2017 Budget	Total Cap-Ex. To Date	Over (Under) Budget to Date	Next 5 Years					2022 & Later
				2018	2019	2020	2021	2022 & Later	
				50,000	50,000	50,000	50,000	50,000	
DEPT 43200 Sewer									
New Well	26,902	-	(26,902)	0	0	0	0	0	0
Replace Server/New Wiring	0	-	0	0	0	0	0	0	0
50% Share with Sewer Fund									
Replace 10-year server and related wiring upgrades for new equipment (1/3 Share)	0	-	0	0	0	0	0	0	0
Valves	0	-	0	0	0	0	0	0	0
Directional Compass	0	-	0	0	0	0	0	0	0
Truck/Crane Truck	0	-	0	0	0	0	0	0	0
Utility Billing Handheld/Software	0	-	0	0	0	0	0	0	0
Miscellaneous Items	0	-	0	0	0	0	0	0	0
To Pull Pumps in Lift Stations - Moved From PW Plus port Adaptor(s)									
Miscellaneous Items	0	-	0	0	0	0	0	0	0
	26,902	-	(26,902)	50,000	50,000	50,000	50,000	50,000	50,000
				50,000	50,000	50,000	50,000	50,000	50,000
Sewer Treatment Plant Improvements									
Filter Controllers	0	-	0	0	0	0	0	0	0
1 Mobilization	12,800	-	(12,800)	0	0	0	0	0	0
2 Replace Grit Pump - Removed	0	-	0	0	0	0	0	0	0
3 Upsize Piping	0	-	0	0	0	0	0	0	0
4 Flow Pace Ferric Chloride	15,000	-	(15,000)	0	0	0	0	0	0
5 RAS/WAS Pumping Automation	0	-	0	0	0	0	0	0	0
6 Filter Backwash Automation	0	-	0	0	0	0	0	0	0
7 Chlorination System	0	-	0	0	0	0	0	0	0
8 Filter Flow Splitting Modifications	60,000	-	(60,000)	0	0	0	0	0	0
9 Bio solids Aeration Piping	20,000	-	(20,000)	0	0	0	0	0	0
Modifications									
10 Bio solid Pump Modifications	30,000	-	0	0	0	0	0	0	0
11 Upgrade Emergency Power System	100,000	-	(100,000)	0	0	0	0	0	0
12 Electric and Controls	75,000	-	0	0	0	0	0	0	0
Subtotal	655,000	0	0	0	0	0	0	0	0
13 Engineering	27,200	-	(27,200)	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0
Remove Chlorination as N/A	0	-	0	0	0	0	0	0	0
Other - Remove 2017 Estimate in Total	(235,000)	-	235,000	0	0	0	0	0	0
See Detail Sewer Plan Per Engineering Estimate	205,500	-	(205,500)	0	0	0	0	0	0
Replace Lift Pump	0	-	0	0	0	0	0	0	0
Wall Packs	0	-	0	0	0	0	0	0	0
Sewer Improvements	0	357,002	357,002	1,500,000	75,000	75,000	75,000	75,000	75,000
Sewer Repairs From Memorial Day 2017 Pump Failures	0	42,558	42,558	0	0	0	0	0	0
	0	-	0	0	0	0	0	0	0
Revised Total	205,500	399,560	194,060	1,500,000	75,000	75,000	75,000	75,000	75,000
				1,500,000	75,000	75,000	75,000	75,000	75,000
Total For Sewer Fund	232,402	399,560	167,158	1,550,000	125,000	125,000	125,000	125,000	125,000
				1,550,000	125,000	125,000	125,000	125,000	125,000
Total For City	2,501,974	2,042,087	(459,887)	3,480,425	2,496,371	1,055,433	1,523,128	1,523,128	2,081,995
				3,480,425	2,496,371	1,055,433	1,523,128	1,523,128	2,081,995

City of Crosslake

Capital Outlay - Budget vs Actual (Updated Through 11/30/2017)

5.00%

Next 5 Years

	2017 Budget	Total Cap- Ex. To Date	Over (Under) Budget to Date	2018	2019	2020	2021	2022 & Later
Capital Outlay - Operating Items	443,072	479,077	36,005	489,625	378,731	339,003	276,048	363,874.89
Major Equipment (PW Trucks/Fire Trucks)	-	-	-	-	175,000	-	800,000	1,000,000
Roads/Trails/Bridges	1,826,500	1,163,450	(663,050)	1,440,800	1,817,640	591,430	322,080	593,120
Sewer Fund Related	232,402	399,560	167,158	1,550,000	125,000	125,000	125,000	125,000
Total For City	2,501,974	2,042,087	(459,887)	3,480,425	2,496,371	1,055,433	1,523,128	2,081,995

Funding Sources:

Sewer Plant	Use Existing Cash	1,500,000
New Debt - Road Reconstruction	Road Reconstruction Projects	1,001,800
New Debt	New Debt for Sewer Plant - see 2017	-
State Aid/Grants	Dream Island Bridge Project	-
Existing City Funds	Dream Island Bridge Project	-
Capital Outlay - Operating Items	Current Year Levy	489,625
Sewer Fund Related Projects	Current year Levy - Transferred to Sewer as Needed	50,000
Trails - Existing Cash	No Current Funding Source - Use Cash	439,000
		0
		0
Total		3,480,425
	Total Roads/Bridges/Trails	1,440,800

CITY OF CROSSLAKE
Revenues Detail BU 2018

Act Code	SRC Descr	2016 ACTUAL	2017 YTD ACTUAL 6/30/2017	2017 Adopted Budget	2018 Proposed Budget 10/23/2017 & 12/11/2017	Budget Revisions From 09/11/2017	2018 Preliminary Budget Estimate 09/11/2017
FUND 101 GENERAL FUND							
101-31000	General Property Taxes	2,834,817	1,146,071	3,005,707	3,066,329	(70,326)	3,136,655.31
101-31101	County Payment Joint Facility	111,886	112,601	112,467	113,130	0	113,130
101-31300	Emergency Services Levy	39	0	0	0	0	0
101-31305	2003 Joint Facility Levy	47	0	0	0	0	0
101-31310	2012 Series A Levy - New	122,925	46,729	122,533	121,870	0	121,870
101-31800	Other Taxes	4,158	0	1,500	1,500	0	1,500
101-31900	Penalties and Interest DelTax	2,137	230	1,000	1,000	0	1,000
101-32110	Alcoholic Beverages	15,900	575	16,000	16,000	0	16,000
101-32111	Club Liquor License	500	0	500	500	0	500
101-32112	Beer and Wine License	100	0	1,000	100	0	100
101-32180	Other Licenses/Permits	250	104	200	200	0	200
101-33400	State Grants and Aids	0	37,281	500	500	0	500
101-33401	Local Government Aid	0	0	0	0	0	0
101-33402	Homestead Credit	351	0	0	0	0	0
101-33403	Mobile Home Homestead Credit	0	0	0	0	0	0
101-33406	Taconite Homestead Credit	0	0	0	0	0	0
101-33416	Police Training Reimbursement	1,563	0	2,000	2,000	0	2,000
101-33417	Police State Aid	41,344	0	33,000	33,000	0	33,000
101-33418	Fire State Aid	63,082	3,000	38,000	38,000	0	38,000
101-34419	Fire Training Reimbursement	13,600	3,365	0	5,000	0	5,000
101-33420	Insurance Premium Reimburse	40,426	0	0	0	0	0
101-33422	PERA State Aid	2,979	0	2,979	2,979	0	2,979
101-33423	Insurance Claim Reimbursement	0	2,604	0	0	0	0
2016	State Transportation Aid		0	0	0	0	0
101-33650	Recycling Grant	29,200	29,200	29,200	29,200	0	29,200
101-34000	Charges for Services	57	42	200	200	0	200
101-34010	Sale of Maps and Publications	110	10	30	30	0	30
101-34050	Candidate Filing Fees	10	0	20	20	0	20
101-34103	Zoning Permits	49,025	26,125	28,000	30,000	0	30,000
101-34104	Plat Check Fee/Subdivision Fee	4,025	4,525	1,000	1,500	0	1,500
101-34105	Variances and CUPS/IUPS	8,500	7,500	8,800	9,000	0	9,000
101-34106	Sign Permits	200	150	500	500	0	500
101-34107	Assessment Search Fees	975	325	800	800	0	800
101-34108	Zoning Misc/Penalties	0	4	1,000	0	0	0
101-34109	Zoning Reimb Eng/Legal/Survey	1,144	0	2,500	0	0	0
101-34110	TIF/JOBZ Pre Application Fee	0	0	0	0	0	0
101-34111	Driveway Permits	0	0	0	0	0	0
101-34112	Septic Permits	9,800	6,100	4,000	5,000	0	5,000
101-34113	Landscape License Fee	0	0	0	0	0	0
101-34114	Zoning Map/Ordinance Amendment	0	0	0	0	0	0
101-34201	Fire Department Donations	400	3,500	200	200	0	200
101-34202	Fire Protection and Calls	29,756	29,095	31,250	30,000	0	30,000
101-34206	Animal Control Fees	0	0	0	0	0	0
101-34207	House Burning Fee	3,000	0	1,500	1,500	0	1,500
101-34210	Police Contracts	48,000	24,000	48,000	48,000	0	48,000
101-34211	Police Donations	9,872	0	0	0	0	0
101-34213	Police Receipts	2,683	1,688	5,000	5,000	0	5,000
101-34214	Tac Team Donations	0	0	0	0	0	0
101-34215	Pass Thru Donations	69	4,059	0	0	0	0
101-34300	E911 Signs	1,525	1,500	1,000	1,000	0	1,000
101-34700	Park & Rec Donation	115	235	300	300	0	300
101-34701	Halloween Donations	0	0	0	0	0	0
101-34711	Taxable Merchandise/Rentals	668	254	200	200	0	200
101-34740	Park Concessions	396	170	500	500	0	500
101-34741	Gen Gov t Concessions	475	295	100	100	0	100
101-34742	Park Concessions - Food	0	0	0	0	0	0

CITY OF CROSSLAKE
Revenues Detail BU 2018

Act Code	SRC Descr	2016 ACTUAL	2017 YTD ACTUAL 6/30/2017	2017 Adopted Budget	2018 Proposed Budget 10/23/2017 & 12/11/2017	Budget Revisions From 09/11/2017	2018 Preliminary Budget Estimate 09/11/2017
101-34743	Public Works Concessions	0	0	0	0	0	0
101-34744	Fire Department Concessions	16	0	0	0	0	0
101-34750	CCC/Park User Fee	4,018	1,405	3,800	4,000	0	4,000
101-34751	Shelter/Beer/Wine Fees	235	181	300	300	0	300
101-34760	Library Cards	1,357	435	1,300	500	0	500
101-34761	Library Donations	699	16	500	500	0	500
101-34762	Library Copies	390	122	300	300	0	300
101-34763	Library Events (Book Sale - August)	5,295	1,432	1,000	5,000	0	5,000
101-34764	Library Miscellaneous	0	6	50	50	0	50
101-34765	Summer Reading Program	170	190	300	300	0	300
101-34766	Library Luncheon	0	0	0	0	0	0
101-34767	New York Times Best Seller Pro	0	0	0	0	0	0
101-34768	PAL Foundation - Library	2,864	675	1,000	250	0	250
101-34769	PAL Foundation - Park	20,655	6,783	6,000	3,000	(40,000)	43,000
101-34770	Silver Sneakers	8,052	3,538	6,000	6,000	0	6,000
101-34790	Park Dedication Fees	15,000	1,500	1,000	4,500	0	4,500
101-34800	Tennis Fees	3,067	1,628	1,100	1,500	0	1,500
101-34801	Recreational-Program	3,878	586	10,000	3,000	0	3,000
101-34802	Softball/Baseball Fees	385	350	1,300	1,000	0	1,000
101-34803	Recreation-Misc. Receipts	1,586	174	1,200	1,000	0	1,000
101-34805	Aerobics Fees	0	0	0	0	0	0
101-34806	Weight Room Fees	31,464	16,499	30,000	30,000	0	30,000
101-34807	Volleyball Fees	1,161	380	500	750	0	750
101-34808	Silver Sneakers (Silver and Fit)	14,864	7,569	10,000	13,000	0	13,000
101-34809	Soccer Fees	1,975	308	500	1,500	0	1,500
	Pickle Ball	12	2,922		5,500	0	5,500
101-34910	Transit Revenue	0	0	0	0	0	0
101-34940	Cemetery Lots	4,100	3,000	3,000	3,000	0	3,000
101-34941	Cemetery Openings	5,600	2,700	3,500	3,500	0	3,500
101-34942	Cemetery Other	300	350	450	450	0	450
101-34950	Public Works Revenue	1,003	107	1,500	1,500	0	1,500
101-34952	County Joint Facility Payments	29,068	6,587	45,000	45,000	0	45,000
101-34953	Recycling Revenues	1,420	42	50	50	0	50
101-35100	Court Fines	11,141	1,802	10,000	10,000	0	10,000
101-35103	Library Fines	590	349	600	600	0	600
101-35105	Restitution Receipts	4,243	1,896	1,000	1,000	0	1,000
101-36200	Miscellaneous Revenues	1,879	6,320	500	5,000	0	5,000
101-36201	Misc Reimbursements	0	0	0	0	0	0
101-36202	Library Grants	5,000	6,000	5,000	5,000	0	5,000
101-36210	Interest Earnings	5,878	16,516	3,000	30,000	22,000	8,000
101-36230	Contributions and Donations	0	0	0	0	0	0
101-36254	Sp Assess Prin-Bridges	2,143	0	7,799	6,914	4,264	2,649
101-36255	Sp Assess Int-Bridges	662	0	2,003	1,374	924	450
	Sp Assess Prin-USACE	14,510	0	0	5,514	0	5,514
	Sp Assess Int-USACE	0	0	0	1,188	0	1,188
101-38050	Telephone Fees	0	0	0	0	0	0
101-38051	Telephone True-Up	0	0	0	0	0	0
101-38052	Telephone Miscellaneous Rev	12,149	0	0	0	0	0
101-39101	Sales of General Fixed Assets	21,143	11,300	0	0	0	0
101-39200	Operating Transfers	5,689,339	0	0	0	0	0
101-39204	Transfer Frm Needs Assess Fund	0	0	0	0	0	0
101-39230	Proceeds - Bonds/Grants	0	0	1,595,500	1,001,800	0	1,001,800
101-39330	Proceeds from Capital Lease	0	0	0	0	0	0
101-39400	Bond Premium	0	0	0	0	0	0
101-39700	Capital Contrib from CU	0	0	0	0	0	0
Total Fund 1 Total General Fund		9,383,417	1,595,006	5,256,538	4,768,998	(83,138)	4,852,136

CITY OF CROSSLAKE
Revenues Detail BU 2018

Act Code	SRC Descr	2016 ACTUAL	2017 YTD ACTUAL 6/30/2017	2017 Adopted Budget	2018 Proposed Budget 10/23/2017 & 12/11/2017	Budget Revisions From 09/11/2017	2018 Preliminary Budget Estimate 09/11/2017
FUND 301 DEBT SERVICE FUND							
301-31000	General Property Taxes	53	0	0	0	0	0
301-31100	REA Loan Payment	0	0	0	0	0	0
301-31101	County Payment Joint Facility	0	0	0	0	0	0
301-31200	Community Ctr Levy Refund 2002	20	0	0	0	0	0
301-31300	Emergency Services Levy	0	0	0	0	0	0
301-31301	1999 Series A Levy	17	0	0	0	0	0
301-31302	1999 Series B Levy	29	0	0	0	0	0
301-31303	2001 Series A Levy	14	0	0	0	0	0
301-31304	2002 Series A Levy	10	0	0	0	0	0
301-31305	2003 Joint Facility Levy	0	0	0	0	0	0
301-31306	2003 Disposal System Levy	0	0	0	0	0	0
301-31307	2004 Series A Levy	45	0	0	0	0	0
301-31308	2006 Series B Levy	137,344	0	0	0	0	0
301-31309	2006 Series C Levy	13	0	0	0	0	0
301-31310	2012 Series A Levy	0	0	0	0	0	0
	2015 Equipment Certificates	10,300	58,951	154,581	153,825	0	153,825
	2018 Roads - Estimated Bond Levy		0		0	0	0
301-31900	Penalties and Interest DelTax	66	82	0	0	0	0
301-36111	Sp Assess Prin Miller/Mary 99	260	0	0	0	0	0
301-36124	Sp Assess Int Red Pine 99	77	0	0	0	0	0
301-36244	Sp Assess Prin - Duck Lane	2,530	0	0	0	0	0
301-36245	Sp Assess Int - Duck Lane	139	0	0	0	0	0
301-36246	Sp Assess Prin - Sunset Drive	2,989	0	0	0	0	0
301-36247	Sp Assess Int - Sunset Drive	151	13	0	0	0	0
301-36248	Sp Assess Prin - Maroda Drive	921	0	0	0	0	0
301-36249	Sp Assess Int - Maroda Drive	51	0	0	0	0	0
301-36250	Sp Assess Prin - Johnnie/Rober	4,062	0	0	0	0	0
301-36251	Sp Assess Int - Johnnie/Robert	229	6	0	0	0	0
301-36252	Sp Assess Prin - Brita/Pinevie	15,310	0	0	0	0	0
301-36253	Sp Assess Int - Brita/Pineview	797	46	0	0	0	0
301-39900	02 Series A	0	0	0	0	0	0
Total Fund 3 Total Debt Service Fund		175,425	59,097	154,581	153,825	0	153,825

CITY OF CROSSLAKE
Revenues Detail BU 2018

		2016 ACTUAL	2017 YTD ACTUAL 6/30/2017	2017 Adopted Budget	2018 Proposed Budget 10/23/2017 & 12/11/2017	Budget Revisions From 09/11/2017	2018 Preliminary Budget Estimate 09/11/2017
Act Code	SRC Descr						
FUND 401 GENERAL CAPITAL PROJECTS (PART OF GENERAL FUND)							
401-31000	General Property Taxes	0	0	0	0	0	0
401-33420	Insurance Premium Reimburse	0	0	0	0	0	0
401-34790	Park Dedication Fees	0	0	0	0	0	0
401-36210	Interest Earnings	631	315	500	500	0	500
401-36230	Contributions and Donations	0	0	0	0	0	0
401-39101	Sales of General Fixed Assets	0	0	0	0	0	0
401-39102	Sale of City Hall	0	0	0	0	0	0
401-39103	Sale of Fire Hall	0	0	0	0	0	0
401-39104	Sale of Lots-Gendreau Addn.	0	0	0	0	0	0
401-39200	Operating Transfers	0	0	0	0	0	0
401-39231	Proceeds-2006 Series C Bonds	0	0	0	0	0	0
Total Fund 4 Total Gen. Cap. Proj. Fund		631	315	500	500	0	500
FUND 405 TAX INCREMENT FINANCE PROJECTS							
405-31000	General Property Taxes	0	0	0	0	0	0
405-31050	Tax Increments LeRever	0	0	0	0	0	0
405-31051	Tax Increments Daggett Brook	0	0	0	0	0	0
405-31052	Tax Increments Reeds	0	0	0	0	0	0
405-31053	Tax Increments - Ace Hardware	0	0	0	0	0	0
405-31054	Tax Increment - Crosswoods	0	0	0	0	0	0
405-31055	Tax Incr 1-8 Crosswoods Dev	0	0	0	0	0	0
405-31056	Tax Increment 1-9 C&J Develop	12,079	0	11,000	11,000	0	11,000
405-33403	Mobile Home Homestead Credit	0	0	0	0	0	0
405-36104	Penalty & Interest	0	0	0	0	0	0
405-36201	Misc Reimbursements	0	0	0	0	0	0
405-36210	Interest Earnings	0	0	0	0	0	0
405-39200	Operating Transfers	0	0	0	0	0	0
Total Fund 4 Total TIF Fund		12,079	0	11,000	11,000	0	11,000

CITY OF CROSSLAKE
Revenues Detail BU 2018

		2016 ACTUAL	2017 YTD ACTUAL 6/30/2017	2017 Adopted Budget	2018 Proposed Budget 10/23/2017 & 12/11/2017	Budget Revisions From 09/11/2017	2018 Preliminary Budget Estimate 09/11/2017
Act Code	SRC Descr						
FUND 502 ECONOMIC DEVELOPMENT FUND							
502-31100	General Tax Levy - <i>New Account</i>	12,362	4,765	12,500	12,500	0	12,500
502-31101	County Payment Joint Facility	0	0	0	0	0	0
502-31300	Emergency Services Levy	0	0	0	0	0	0
502-31305	2003 Joint Facility Levy	0	0	0	0	0	0
502-31802	EDA Tax Receipts	0	0	0	0	0	0
502-34101	City Hall User Revenue	0	0	0	0	0	0
	Pass Through Donations	16,569	295	0	0	0	0
502-34951	Rev Loan Principal Pymts	0	0	0	0	0	0
502-36200	Miscellaneous Revenues	0	0	0	0	0	0
502-36210	Interest Earnings	0	0	0	0	0	0
502-36212	Restricted Interest Income	0	0	0	0	0	0
502-36220	Lease Revenue	0	0	0	0	0	0
502-39200	Operating Transfers	0	0	0	0	0	0
502-39319	Proceeds-2004 Impr Bonds	0	0	0	0	0	0
	Total Fund 5 Total EDA FUND	28,931	5,060	12,500	12,500	0	12,500
FUND 503 EDA (REVOLVING LOAN)							
503-34951	Rev Loan Principal Pymts	0	0	0	0	0	0
503-36210	Interest Earnings	1,526	280	0	0	0	0
503-36211	Revolving Loan Interest	6,073	1,173	0	0	0	0
503-39200	Operating Transfers	0	0	0	0	0	0
	Total Fund 5 Total Revolving Loan	7,599	1,452	0	0	0	0
FUND 601 SEWER OPERATING FUND							
601-33423	Insurance Claim Reimbursement	0	0	0	0	0	0
601-34410	Unallocated Reserves	523	(984)	0	0	0	0
601-36104	Penalty & Interest	1,169	1,270	1,000	1,000	0	1,000
601-36200	Miscellaneous Revenues	2,303	386	1,000	1,000	0	1,000
601-36201	Misc Reimbursements	0	0	0	0	0	0
601-36210	Interest Earnings	0	254	0	0	0	0
601-37200	User Fee	249,997	125,126	237,060	252,872	7,871	245,001
601-37250	Sewer Connection Payments	19,500	4,000	0	0	0	0
601-37500	Capital Contribution/Bonds	0	0	0	0	0	0
601-39200	Operating Transfers	423,900	0	0	0	0	0
601-39204	Transfer Frm Needs Assess Fund	0	0	0	0	0	0
	Total Fund 6 Total Sewer Operating	697,392	130,051	239,060	254,872	7,871	247,001
FUND 651 SEWER RESTRICTED SINKING FUND							
651-31306	2003 Disposal System Levy	222,499	84,280	221,000	221,000	0	221,000
	2017 Sewer Improvement - Levy Est.	0	0	0	116,613	0	116,613
651-33402	Homestead Credit	0	0	0	0	0	0
651-36104	Penalty & Interest	11	0	1,500	1,500	0	1,500
651-36200	Miscellaneous Revenues	0	0	0	0	0	0
651-36201	Misc Reimbursements	0	0	0	0	0	0
651-36210	Interest Earnings	178	18	500	500	0	500
651-37250	Sewer Connection Payments	0	0	0	0	0	0
651-39200	Operating Transfers	0	0	0	0	0	0
	Total Fund 6 Total Sewer Restricted Fund	222,688	84,298	223,000	339,613	0	339,613
TOTAL REVENUE		10,528,163	1,875,280	5,897,179	5,541,308	(75,267)	5,616,575

CITY OF CROSSLAKE
EXPENDITURES - Detail

	2016 ACTUAL	2017 YTD ACTUAL 6/30/2017	2017 Adopted Budget	2018 Proposed Budget Estimate 10/23/2017 & 12/11/2018	Budget Revisions From 09/11/2017	2018 Preliminary Budget Estimate 09/11/2017
COUNCIL						
Wages and Salaries Dept Head	25,720	12,640	27,000	27,000	0	27,000
FICA	1,974	967	2,066	2,066	0	2,066
Workers Comp Insurance	68	105	83	131	0	131
Instruction Fees	0	890	1,500	1,500	0	1,500
Communications-Cellular	0	0	0	0	0	0
Travel Expenses	25	432	1,500	1,500	0	1,500
Advertising	0	0	0	0	0	0
Insurance	0	0	150	150	0	150
Miscellaneous	326	0	706	706	0	706
Dues and Subscriptions	0	0	0	0	0	0
Total Council	28,113	15,034	33,004	33,053	0	33,053
ADMINISTRATION						
Wages	163,432	82,017	176,119	168,035	(999)	169,034
PERA	10,807	5,601	11,259	12,047	495	11,553
FICA	10,326	5,278	11,484	12,288	505	11,784
Employer Paid Health	28,256	15,941	31,882	37,373	0	37,373
Employer Paid Disability	1,291	696	1,296	1,392	0	1,392
Employer Paid Dental	2,184	1,060	2,344	2,064	0	2,064
Employer Paid Life	134	67	134	134	0	134
Deferred Compensation	1,300	650	1,300	1,300	0	1,300
Workers Comp Insurance	1,153	1,787	1,352	2,244	0	2,244
Health Savings Account	12,000	9,000	12,000	12,000	0	12,000
Office Supplies	2,001	908	1,800	1,800	0	1,800
Instruction Fees	653	1,023	2,000	2,000	0	2,000
Operating Supplies	644	461	1,500	1,500	0	1,500
Repair/Maint Supply - Equip	5,834	1,009	3,834	3,834	0	3,834
Auditing and Acct g Services	0	0	0	0	0	0
Communications	3,126	1,259	4,000	4,000	0	4,000
Postage	550	159	1,000	1,000	0	1,000
Travel Expenses	295	847	1,500	1,500	0	1,500
Vehicle Expense	0	0	0	0	0	0
Advertising	0	0	0	0	0	0
Newsletter Expenditures	0	0	0	0	0	0
Legal Notices Publishing	434	204	1,000	1,000	0	1,000
Office Equipment Rental/Repair	45	0	800	800	0	800
Miscellaneous	0	0	500	500	0	500
Dues and Subscriptions	797	335	850	850	0	850
Sales Tax	23	0	100	100	0	100
Capital Outlay	2,115	0	3,063	4,020	0	4,020
Principal - Copier Lease	776	329	794	794	0	794
Interest	88	31	70	70	0	70
Total Administration	248,262	128,663	271,981	272,646	(0)	272,646
ELECTIONS						
Services	3,341	0	0	4,500	0	4,500
FICA	0	0	0	344	0	344
Operating Supplies	137	0	0	75	0	75
Legal Notices Publishing	113	0	0	75	0	75
Office Equipment Rental/Repair	0	0	0	75	0	75
Miscellaneous	686	0	0	131	0	131
Capital Outlay	0	0	0	0	0	0
Total Elections	4,276	0	0	5,200	0	5,200
AUDIT/LEGAL SERVICES						
Auditing and Acct g Services	25,508	26,977	28,000	32,000	0	32,000
Legal Fees (Civil)	6,170	1,950	10,000	7,000	0	7,000
Legal Fees (Labor)	10,869	430	7,000	7,000	0	7,000
Total Audit/Legal Services	42,546	29,357	45,000	46,000	0	46,000

CITY OF CROSSLAKE
EXPENDITURES - Detail

	2016 ACTUAL	2017 YTD ACTUAL 6/30/2017	2017 Adopted Budget	2018 Proposed Budget Estimate 10/23/2017 & 12/11/2018	Budget Revisions From 09/11/2017	2018 Preliminary Budget Estimate 09/11/2017
PLANNING AND ZONING						
Wages	0	0	0	0	0	0
PERA	0	0	0	0	0	0
FICA	0	0	0	0	0	0
Employer Paid Health	0	0	0	0	0	0
Employer Paid Disability	0	0	0	0	0	0
Employer Paid Dental	0	0	0	0	0	0
Employer Paid Life	0	0	0	0	0	0
Deferred Compensation	0	0	0	0	0	0
Unemployment	0	0	0	0	0	0
Workers Comp Insurance	26	0	0	0	0	0
Office Supplies	1,255	150	700	700	0	700
Instruction Fees	2,162	0	600	600	0	600
Operating Supplies	561	148	1,500	1,500	0	1,500
Motor Fuels	0	0	0	0	0	0
Repair/Maint Supply - Equip	4,158	923	3,934	3,934	0	3,934
Repair/Maint Vehicles	0	0	0	0	0	0
Engineering Fees	579	0	2,500	2,500	0	2,500
Legal Fees (Civil)	4,195	2,430	5,000	5,000	0	5,000
Legal/Eng - Developer/Criminal	0	0	1,500	1,500	0	1,500
Surveyor	0	0	1,000	1,000	0	1,000
Communications	2,133	992	3,500	3,500	0	3,500
Postage	536	172	500	500	0	500
Travel Expenses	0	0	1,000	1,000	0	1,000
Travel Expense- P&Z Comm	3,745	1,155	1,500	1,500	0	1,500
Advertising	0	0	100	100	0	100
Legal Notices Publishing	1,381	595	2,000	2,000	0	2,000
Filing Fees	736	276	1,500	1,500	0	1,500
Mapping	0	0	0	0	0	0
Insurance	29	0	500	500	0	500
Office Equipment Rental/Repair	1,200	0	860	860	0	860
Miscellaneous	0	0	500	500	0	500
Dues and Subscriptions	5	0	0	0	0	0
Enhanced 911	0	0	0	0	0	0
Sales Tax	12	2	0	0	0	0
Refund	1,675	3,475	500	500	0	500
Consultant Fees	199,200	101,592	205,448	209,280	0	209,280
Capital Outlay	2,675	1,996	3,000	4,020	0	4,020
Principal - Copier Lease	776	329	794	794	0	794
Interest	88	31	70	70	0	70
Total Planning and Zoning	227,127	114,267	238,506	243,358	0	243,358

CITY OF CROSSLAKE
EXPENDITURES - Detail

	2016 ACTUAL	2017 YTD ACTUAL 6/30/2017	2017 Adopted Budget	2018 Proposed Budget Estimate 10/23/2017 & 12/11/2018	Budget Revisions From 09/11/2017	2018 Preliminary Budget Estimate 09/11/2017
GENERAL GOVERNMENT						
Health Insurance - Retirees	14,226	792	1,994	0	0	0
Dental Insurance - Retirees	247	169	138	125	0	125
Workers Comp Insurance	0	0	0	0	0	0
Health Savings Account	3,750	0	750	0	0	0
Operating Supplies	2,720	1,039	2,500	2,500	0	2,500
Repair/Maint Supply - Equip	0	123	0	0	0	0
Bldg Repair Suppl/Maintenance	4,072	1,538	4,000	4,000	0	4,000
Signs	0	0	500	500	0	500
Concessions - Pop	370	224	300	300	0	300
Architects Fees	0	0	250	250	0	250
Engineering Fees	0	0	750	750	0	750
Security Monitoring	691	(131)	800	800	0	800
Background Checks	0	0	0	0	0	0
Newsletter Expenditures	0	0	0	0	0	0
Legal Notices Publishing	132	255	250	250	0	250
Ordinance Codification	1,945	1,511	5,000	5,000	0	5,000
Insurance	21,369	21,796	26,500	26,500	0	26,500
Electric Utilities	11,622	4,545	14,500	14,500	0	14,500
Gas Utilities	2,715	936	4,500	4,500	0	4,500
Refuse/Garbage Disposal	427	255	500	500	0	500
Sewer Utility	495	225	600	600	0	600
Generator Expense	0	0	1,500	1,500	0	1,500
Cleaning Services	8,490	4,245	9,600	9,600	0	9,600
Miscellaneous	913	15	2,500	2,500	0	2,500
Dues and Subscriptions	4,631	1,739	3,500	3,500	0	3,500
Brainerd Lakes Area Dev Corp - (See ED	0	0	0	0	0	0
Initiative Foundation-(See Request Letter	1,600	1,650	1,650	1,650	0	1,650
Emergency Mgmt Expense	0	0	2,000	2,000	0	2,000
Telephone Co Reimb Expense	15,118	0	0	0	0	0
Enhanced 911	0	0	300	300	0	300
Safety Prog/Equipment	8,666	6,070	10,500	10,500	0	10,500
Sales Tax	0	1	50	50	0	50
Transportation Plan	0	0	0	0	0	0
Animal Control	0	0	500	500	0	500
Cobra Payments	0	0	0	0	0	0
Health Comm Program Expense	0	0	20,000	0	0	0
Refund	70	0	0	0	0	0
Fireworks	14,000	12,000	14,000	14,000	0	14,000
Fines/Fees Reimburse	4,995	651	6,000	6,000	0	6,000
Consultant Fees	2,146	1,819	15,000	15,000	0	15,000
Donations to Civic Org s	2,100	100	3,700	3,700	0	3,700
Pass Thru Donations	0	4,059	0	0	0	0
Capital Outlay	4,343	33,763	36,000	185,000	0	185,000
Capital Outlay-Building	0	0	0	0	0	0
Capital Outlay-Land	0	0	0	0	0	0
Operating Transfers	33,344	0	0	0	0	0
Total General Government	165,198	99,390	190,631	316,875	0	316,875

CITY OF CROSSLAKE
EXPENDITURES - Detail

	2016 ACTUAL	2017 YTD ACTUAL 6/30/2017	2017 Adopted Budget	2018 Proposed Budget Estimate 10/23/2017 & 12/11/2018	Budget Revisions From 09/11/2017	2018 Preliminary Budget Estimate 09/11/2017
POLICE ADMINISTRATON						
Wages	333,947	236,472	349,416	340,898	0	340,898
PERA	53,492	28,486	56,605	55,225	0	55,225
FICA	4,418	2,360	5,067	4,943	0	4,943
Employer Paid Health	63,680	33,743	70,142	82,224	0	82,224
Employer Paid Disability	2,690	1,325	2,710	2,636	0	2,636
Employer Paid Dental	4,779	2,237	5,128	3,894	0	3,894
Employer Paid Life	336	162	336	336	0	336
Deferred Compensation	1,300	600	1,300	1,300	0	1,300
Unemployment	0	0	1,000	1,000	0	1,000
Workers Comp Insurance	12,860	21,094	16,128	26,478	0	26,478
Health Savings Account	27,000	23,250	27,000	27,000	0	27,000
Office Supplies	493	151	300	300	0	300
Instruction Fees	1,041	1,002	3,500	4,500	0	4,500
Physicals	0	0	0	0	0	0
Operating Supplies	121	127	1,300	1,800	0	1,800
Motor Fuels	10,573	4,586	18,000	18,000	0	18,000
Repairs Maintenance - Vehicles	6,447	1,971	6,400	6,200	0	6,200
Repair/Maint Supply - Equip	14,836	3,108	5,532	15,000	0	15,000
Uniform Allowances	4,406	2,949	3,875	3,875	0	3,875
Tactical Team	0	497	0	0	0	0
Restitution Expenditures	0	0	500	500	0	500
Forfeiture Expenditures	666	0	1,000	1,000	0	1,000
Legal Fees (Civil)	60	23	0	0	0	0
Donation Expenditures	0	0	0	0	0	0
Communications	2,624	1,303	2,800	2,800	0	2,800
Communications-Cellular	4,612	1,669	5,400	5,400	0	5,400
Postage	42	22	200	200	0	200
Travel Expenses	1,996	969	1,700	2,200	0	2,200
Advertising	0	0	0	0	0	0
Legal Notices Publishing	0	0	0	0	0	0
Insurance	15,519	15,812	14,000	14,000	0	14,000
Office Equipment Rental/Repair	0	0	400	400	0	400
Miscellaneous	251	277	200	200	0	200
Dues and Subscriptions	240	405	250	250	0	250
Sales Tax	0	0	200	200	0	200
Undercover Supplies	0	0	0	0	0	0
Fines/Fees Reimburse	0	0	0	0	0	0
Capital Outlay	10,528	5,005	10,023	4,460	0	4,460
Capital Outlay - Vehicles	19,131	69,238	49,000	50,960	0	50,960
Principal - Copier Lease	129	55	132	132	0	132
Interest	15	5	12	12	0	12
Total Police Administration	598,231	458,903	659,556	678,322	0	678,322

**CITY OF CROSSLAKE
EXPENDITURES - Detail**

	2016 ACTUAL	2017 YTD ACTUAL 6/30/2017	2017 Adopted Budget	2018 Proposed Budget Estimate 10/23/2017 & 12/11/2018	Budget Revisions From 09/11/2017	2018 Preliminary Budget Estimate 09/11/2017
FIRE ADMINISTRATION						
Wages	62,610	4,050	59,300	80,300	0	80,300
FICA	4,790	310	4,536	6,143	0	6,143
Workers Comp Insurance	4,036	6,395	4,950	8,027	0	8,027
Office Supplies	162	0	100	100	0	100
Fire Prevention	21,163	11,256	8,000	8,000	0	8,000
Instruction Fees - Training	3,494	1,780	500	3,500	0	3,500
Physicals	4,290	998	3,000	3,000	0	3,000
Operating Supplies	936	44	500	500	0	500
Motor Fuels	1,258	110	2,500	2,500	0	2,500
Diesel Fuel	4,480	327	3,000	3,000	0	3,000
Repair/Maint Supply - Equip	8,377	66	9,000	9,000	0	9,000
Repair/Maint Vehicles	0	0	500	500	0	500
Tires	2,738	1,729	1,000	2,500	0	2,500
Bldg Repair Suppl/Maintenance	3,134	0	2,000	2,000	0	2,000
Small Tools and Minor Equip	2,031	673	1,500	1,500	0	1,500
Uniforms				500	0	500
Donation Expenditures (Capital Outlay)	0	0	0	0	0	0
Communications	1,793	1,094	2,500	2,500	0	2,500
Postage	0	0	25	25	0	25
Travel Expenses	8,136	2,881	5,000	5,000	0	5,000
Advertising	0	0	200	200	0	200
Legal Notices Publishing	0	0	0	0	0	0
Insurance	6,360	6,734	7,000	7,000	0	7,000
Miscellaneous	449	10	150	150	0	150
Dues and Subscriptions	1,153	1,397	1,200	1,500	0	1,500
Sales Tax	0	0	100	100	0	100
Permits	0	0	0	0	0	0
House Burn	2,439	0	1,500	1,500	0	1,500
FDRA City Contribution	18,700	0	21,000	23,000	0	23,000
FDRA State Aid	38,272	0	28,000	38,000	0	38,000
Capital Outlay	77,815	168,063	162,000	19,000	0	19,000
Capital Outlay - Vehicles	0	0	0	0	0	0
Capital Outlay-Building	0	0	0	0	0	0
Principal	0	0	0	0	0	0
Interest	0	0	0	0	0	0
Issuance Costs (Other Financin	0	0	0	0	0	0
Fiscal Agent s Fees	0	0	0	0	0	0
Operating Transfers	0	0	0	0	0	0
Total Fire Administration	278,615	207,917	329,061	229,045	0	229,045
AMBULANCE SERVICES						
Bldg Repair Suppl/Maintenance	37	0	0	0	0	0
Ambulance Subsidy	0	0	0	0	0	0
Total Ambulance Services	37	0	0	0	0	0

CITY OF CROSSLAKE
EXPENDITURES - Detail

			2018		2018
			Proposed	Budget	Preliminary
			Budget	Revisions	Budget
			Estimate	From	Estimate
	2016	2017 YTD	10/23/2017 &	09/11/2017	09/11/2017
	ACTUAL	ACTUAL	12/11/2018		
		6/30/2017	Adopted		
			Budget		
PUBLIC WORKS					
Wages and Salaries Dept Head	147,174	79,497	173,012	177,971	177,971
PERA	10,908	5,962	12,976	13,348	13,348
FICA	10,062	5,435	13,235	13,615	13,615
Employer Paid Health	35,427	19,130	38,261	44,851	44,851
Employer Paid Disability	1,113	599	1,089	1,198	1,198
Employer Paid Dental	2,596	1,285	2,785	2,463	2,463
Employer Paid Life	202	103	202	202	202
Deferred Compensation	0	0	0	0	0
Unemployment	0	0	0	0	0
Workers Comp Insurance	13,303	22,868	16,117	28,704	28,704
Health Savings Account	15,000	11,250	15,000	15,000	15,000
Office Supplies	237	295	450	450	450
Instruction Fees	1,590	1,170	1,000	1,500	1,500
Operating Supplies	1,779	28	1,200	1,200	1,200
Motor Fuels	5,443	1,442	8,000	8,000	8,000
Diesel Fuel	7,162	3,745	15,000	15,000	15,000
Shop Supplies	2,188	221	2,750	2,750	2,750
Repair/Maint Supply - Equip	25,535	15,614	18,000	18,000	18,000
Repair/Maint Vehicles	16,457	12,004	15,000	15,000	15,000
Tires	3,093	0	1,500	1,500	1,500
Bldg Repair Suppl/Maintenance	6,906	2,858	4,500	4,500	4,500
Street Maint Materials	8,969	20,645	20,000	20,000	20,000
New Roads Materials	0	0	0	0	0
Bridge Materials	0	0	25,000	25,000	25,000
Street Lighting	0	0	0	0	0
Striping	16,725	0	8,000	16,000	16,000
Signs	1,733	197	3,000	3,000	3,000
Small Tools and Minor Equip	8,069	1,028	2,500	2,500	2,500
Concessions - Pop	0	0	0	0	0
Uniform Allowance	891	615	900	900	900
Engineering Fees	11,867	2,560	25,000	25,000	25,000
Legal Fees (Civil)	1,531	225	1,000	1,000	1,000
Surveyor	0	0	100	100	100
Security Monitoring	300	49	200	200	200
Communications	1,284	540	1,600	1,600	1,600
Postage	46	0	50	50	50
Travel Expenses	2,041	532	1,000	1,000	1,000
Advertising	122	0	100	100	100
Legal Notices Publishing	378	0	100	100	100
Insurance	15,938	12,377	27,000	27,000	27,000
Electric Utilities	11,465	5,518	14,000	14,000	14,000
Gas Utilities	2,714	922	6,000	6,000	6,000
Refuse/Garbage Disposal	844	407	1,000	1,000	1,000
Sewer Utility	553	296	400	400	400
Cleaning Services	2,074	1,058	3,700	3,700	3,700
Office Equipment Rental/Repair	0	0	100	100	100
Equipment Rental	0	0	2,500	2,500	2,500
Miscellaneous	24,781	1,671	1,000	1,000	1,000
Dues and Subscriptions	35	0	0	0	0
Safety Prog/Equipment	504	2,045	1,000	1,000	1,000
Sales Tax	0	0	100	100	100
Permits	0	0	0	0	0
Joint Facility County Expense	29,945	15,844	45,000	45,000	45,000
Capital Outlay	257,035	12,146	65,000	75,000	75,000
Capital Outlay - Vehicles	0	0	0	0	0
Capital Outlay-Building	0	0	0	0	0
Capital Outlay-Land	0	0	0	0	0
Capital Outlay -Seal Coat	0	0	0	0	0
Capital Outlay - Crackfill	67,976	0	50,000	50,000	50,000
Capital Outlay - Overlays	0	107,181	1,826,500	1,440,800	1,440,800
Capital Outlay - Road Const	272,023	0	0	0	0
Principal	0	0	0	0	0
Interest	0	0	0	0	0
Fiscal Agent s Fees	0	0	0	0	0
Operating Transfers	0	0	0	0	0
Total Public Works	1,046,016	369,361	2,471,927	2,129,401	2,129,401

**CITY OF CROSSLAKE
EXPENDITURES - Detail**

	2016 ACTUAL	2017 YTD ACTUAL 6/30/2017	2017 Adopted Budget	2018 Proposed Budget Estimate 10/23/2017 & 12/11/2018	Budget Revisions From 09/11/2017	2018 Preliminary Budget Estimate 09/11/2017
CEMETERY						
Operating Supplies	794	0	940	940	0	940
Repair/Maint Supply - Equip	75	114	250	250	0	250
Insurance	67	66	60	60	0	60
Electric Utilities	189	43	350	350	0	350
Miscellaneous	5,222	303	400	400	0	400
Refund	0	375	0	0	0	0
Capital Outlay	704	0	1,000	1,000	0	1,000
Principal	0	0	0	0	0	0
Interest	0	0	0	0	0	0
Total Cemetery	7,050	900	3,000	3,000	0	3,000

**CITY OF CROSSLAKE
EXPENDITURES - Detail**

	2016 ACTUAL	2017 YTD ACTUAL 6/30/2017	2017 Adopted Budget	2018 Proposed Budget Estimate 10/23/2017 & 12/11/2018	Budget Revisions From 09/11/2017	2018 Preliminary Budget Estimate 09/11/2017
PARKS AND RECREATION						
Wages	177,882	86,854	207,636	211,264	0	211,264
PERA	10,663	5,234	15,198	15,470	0	15,470
FICA	12,938	6,296	15,884	16,162	0	16,162
Employer Paid Health	16,542	7,970	22,320	37,373	0	37,373
Employer Paid Disability	1,368	594	1,452	1,565	0	1,565
Employer Paid Dental	3,415	1,568	3,956	4,128	0	4,128
Employer Paid Life	235	93	336	269	0	269
Deferred Compensation	650	325	650	650	0	650
Unemployment	148	338	0	5,000	0	5,000
Workers Comp Insurance	7,724	12,323	9,691	15,118	0	15,118
Health Savings Account	9,000	7,500	9,000	12,000	0	12,000
Office Supplies	172	185	200	200	0	200
Instruction Fees	197	197	500	500	0	500
Operating Supplies	1,639	730	3,200	3,200	0	3,200
Motor Fuels	1,978	567	2,000	2,000	0	2,000
Diesel Fuel	460	139	1,500	1,000	0	1,000
Repair/Maint Supply - Equip	3,417	1,344	3,000	3,000	0	3,000
Repair/Maint Vehicles	477	298	2,000	2,000	0	2,000
Bldg Repair Suppl/Maintenance	15,180	5,012	15,000	15,000	0	15,000
Chemicals	1,531	1,080	5,000	5,000	0	5,000
Signs	158	0	400	400	0	400
Concessions - Pop	312	107	300	300	0	300
Concessions - Food	0	0	0	0	0	0
Uniforms	600	196	900	900	0	900
Engineering	4,900	0	0	5,000	0	5,000
Legal Fees (Civil)	3,015	888	250	5,000	0	5,000
Instructors Fees	0	0	0	0	0	0
Tennis	146	1,043	1,600	1,600	0	1,600
Program Supplies	824	414	1,000	1,000	0	1,000
Softball/Baseball	1,188	139	1,000	1,000	0	1,000
Aerobic Instruction	0	0	0	0	0	0
Warm House/Garage Exp	979	235	1,000	1,000	0	1,000
Security Monitoring	620	348	1,200	1,200	0	1,200
Soccer/Skating	729	0	1,500	1,500	0	1,500
Garage (North)	909	753	3,000	3,000	0	3,000
Donation Expenditures	123	0	0	0	0	0
Communications	4,116	1,815	3,500	3,500	0	3,500
Postage	91	9	150	150	0	150
Garage (East)	57	788	800	1,500	0	1,500
Disc Golf Expenses	25	0	100	100	0	100
Travel Expenses	879	613	700	1,000	0	1,000
Background Checks	30	0	150	150	0	150
Advertising	33	0	500	500	0	500
Legal Notices Publishing	145	0	0	0	0	0
Insurance	12,620	11,665	15,000	15,000	0	15,000
Electric Utilities	16,852	6,128	13,000	13,000	0	13,000
Gas Utilities	5,300	1,664	7,500	6,500	0	6,500
Refuse/Garbage Disposal	855	359	800	800	0	800
Improvements Other Than Bldgs	825	0	3,800	3,800	0	3,800
Office Equipment Rental/Repair	0	0	700	700	0	700
Equipment Rental	0	0	500	500	0	500
Miscellaneous	1,704	15	800	800	0	800
Dues and Subscriptions	729	220	500	500	0	500
Safety Prog/Equipment	194	28	1,500	1,500	0	1,500
Sales Tax	2,739	1,161	1,600	1,600	0	1,600
Sr Meals Expense	0	0	400	400	0	400
Weight Room Ins Reimbur	116	61	150	150	0	150
Permits	0	0	0	0	0	0
Refund	355	0	150	150	0	150
80 Acre Development Expense	25	0	1,000	1,000	0	1,000
Weight Room Expenses	1,099	568	2,000	2,000	0	2,000
PAL Foundation Expenditures	20,336	2,008	3,000	3,000	0	3,000
Silver Sneakers	6,847	3,528	6,300	6,500	0	6,500
Park Master Plan	0	0	0	0	0	0
Capital Outlay	20,520	25,507	60,000	93,000	33,000	60,000
Capital Outlay-Building	0	0	0	0	0	0
Capital Outlay - Other	0	2,716	0	0	0	0
Principal	1,354	521	1,250	1,250	0	1,250
Interest	0	0	0	0	0	0
Total Parks and Recreation	377,965	202,143	456,523	531,848	33,000	498,848

**CITY OF CROSSLAKE
EXPENDITURES - Detail**

	2016 ACTUAL	2017 YTD ACTUAL 6/30/2017	2017 Adopted Budget	2018 Proposed Budget Estimate 10/23/2017 & 12/11/2018	Budget Revisions From 09/11/2017	2018 Preliminary Budget Estimate 09/11/2017
LIBRARY						
Assistant	30,278	16,059	31,616	33,675	0	33,675
PERA	2,252	1,204	2,371	2,526	0	2,526
FICA	2,006	1,066	2,419	2,576	0	2,576
Employer Paid Health	14,128	7,970	15,941	18,686	0	18,686
Employer Paid Disability	268	144	260	289	0	289
Employer Paid Dental	1,092	530	1,172	1,032	0	1,032
Employer Paid Life	67	34	67	67	0	67
Employer Paid Other	0	0	0	0	0	0
Unemployment	0	0	0	0	0	0
Workers Comp Insurance	0	0	200	350	0	350
Health Savings Account	6,000	1,500	6,000	6,000	0	6,000
Library Operating Supplies	1,248	1,708	2,000	2,000	0	2,000
Library Subscriptions	1,021	430	500	500	0	500
Library Books	7,524	4,853	500	5,000	0	5,000
Children s Program Expense	23	27	150	150	0	150
Library Luncheon Expense	0	0	0	0	0	0
NY Times Best Seller Program	0	77	0	0	0	0
Golf Fundraiser Expense	0	0	0	0	0	0
Donation Expenditures	0	0	0	0	0	0
Communications	711	293	1,000	1,000	0	1,000
Postage	13	0	50	50	0	50
Insurance	0	0	0	0	0	0
Office Equipment Rental/Repair	0	0	500	500	0	500
Miscellaneous	1,443	299	1,000	1,000	0	1,000
Sales Tax	387	45	0	100	0	100
Refund	67	0	50	50	0	50
PAL Foundation Expenditures	2,924	675	250	250	0	250
Capital Outlay	0	1,528	3,063	3,165	0	3,165
Principal	1,354	521	1,250	1,250	0	1,250
Interest	0	0	0	0	0	0
Total Library	72,805	38,963	70,359	80,216	0	80,216
RECYCLING						
Refuse/Garbage Disposal	29,200	14,650	32,340	32,340	0	32,340
Recycling Expenses	354	136	100	400	0	400
Miscellaneous	3,140	1,572	2,340	3,240	0	3,240
Total Recycling	32,694	16,358	34,780	35,980	0	35,980
GENERAL FUND DEBT SERVICE						
Series 2012A Bonds						
Principal	180,000	185,000	185,000	190,000	0	190,000
Interest	30,853	27,203	31,155	23,453	0	23,453
Fiscal Agent s Fees	627	703	300	300	0	300
Total Series 2012A Bonds	211,480	212,906	216,455	213,753	0	213,753
Series 2015B Certificates						
Principal	0	0	0	0	0	0
Interest	0	0	0	0	0	0
Issuance Costs	0	0	0	0	0	0
Fiscal Agent s Fees	0	0	0	0	0	0
Total Series 2015B Certificates	0	0	0	0	0	0
TOTAL GENERAL FUND	3,340,416	1,894,161	5,020,782	4,818,696	33,000	4,785,696

CITY OF CROSSLAKE
EXPENDITURES - Detail

	2016 ACTUAL	2017 YTD ACTUAL 6/30/2017	2017 Adopted Budget	2018 Proposed Budget Estimate 10/23/2017 & 12/11/2018	Budget Revisions From 09/11/2017	2018 Preliminary Budget Estimate 09/11/2017
DEBT SERVICE FUND						
2001 Series A \$605K						
Principal	0	0	0	0	0	0
Interest	0	0	0	0	0	0
2002 Series A \$825K						
Principal	0	0	0	0	0	0
Interest	0	0	0	0	0	0
2004 Series A \$1,095K						
Principal	0	0	0	0	0	0
Interest	0	0	0	0	0	0
2006 Series B \$1,330K						
Principal	155,000	0	0	0	0	0
Interest	6,355	0	0	0	0	0
2012 Series A \$385K						
Principal	0	0	0	0	0	0
Interest	0	0	0	0	0	0
Series 2015B Certificates						
Principal	0	0	136,000	138,000	0	138,000
Interest	11,220	5,610	11,220	8,500	0	8,500
Bond Issuance Costs	0	0	0	0	0	0
Fiscal Charges	150	0	2,700	2,800	0	2,800
TOTAL DEBT SERVICE FUND	172,725	5,610	149,920	149,300	0	149,300
TAX INCREMENT FUND						
Administrative Fees	0	0	0	1,300	0	1,300
Developer Reimbursements	11,035	164	11,500	10,200	0	10,200
TOTAL TAX INCREMENT FUND	11,035	164	11,500	11,500	0	11,500
CAPITAL PROJ. FUND - AMBULANCE/FIRE BLDG						
Capital Outlay	0	0	0	0	0	0
TOTAL CAPITAL PROJECTS FUND	0	0	0	0	0	0
ECONOMIC DEVELOPMENT FUND(S)						
Operating	23,633	670	12,500	12,500	0	12,500
Transfer To General Fund	0	0	0	0	0	0
Debt Service - Principal	0	0	0	0	0	0
Debt Service - Int. & Fiscal Charge	0	0	0	0	0	0
Revolving Loan Fund	0	447,873	0	0	0	0
TOTAL ECONOMIC DEV. FUND(S)	23,633	448,543	12,500	12,500	0	12,500
SEWER FUND						
Operating	283,488	144,027	224,463	264,408	0	264,408
Depreciation	196,933	0	200,000	200,000	0	200,000
Operating Transfers	390,556	0	0	0	0	0
Capital Outlay	0	30,707	232,402	1,550,000	1,500,000	50,000
Debt Service:						
2003 Series A Disposal Bonds - P	0	175,000	175,000	175,000	0	175,000
2003 Series A Disposal Bonds - I	31,252	31,397	27,856	24,356	0	24,356
2012 Series A - P	0	0	0	0	0	0
2012 Series A - I	0	0	0	0	0	0
2017 Series A - P	0	0	0	100,000	0	100,000
2017 Series A - I	0	0	0	11,060	0	11,060
TOTAL SEWER FUND	902,230	381,131	859,720	2,324,824	1,500,000	824,824
TOTAL EXPENDITURES	4,450,038	2,729,610	6,054,423	7,316,820	1,533,000	5,783,820

B. 1.

SPECIAL COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, NOVEMBER 13, 2017
6:00 P.M. – CITY HALL

The Council for the City of Crosslake met for a Special Meeting on November 13, 2017 for the purpose of reviewing the draft comprehensive plan. The following Council Members were present: Mayor Patty Norgaard, Dave Schrupp, Gary Heacox and Dave Nevin. Brad Nelson was absent. Also present were City Administrator/Treasurer Mike Lyonais, City Clerk Char Nelson, Public Works Director Ted Strand, Police Chief Erik Lee, Park Director Jon Henke, Customer Service Specialist Cheryl Stuckmayer, Land Service Specialist Jon Kolstad, Survey/Planning Coordinator Paul Herkenhoff, City Engineer Mike Rardin, City Attorney Brad Person, Tad Erickson of Region 5, Ashley Kaisershot of NJPA, Planning Commissioners Aaron Herzog, Joel Knippel, Mark Lindner, Mark Wessels and Bill Schiltz, and Northland Press Reporter Bill Monroe. There were three people in the audience.

Mayor Norgaard called the meeting to order at 6:00 P.M. and turned the meeting over to Tad Erickson of Region 5. Mr. Erickson presented the first draft of the Comprehensive Plan and recapped the steps that have been taken by the Steering Committee to reach this point. Mr. Erickson reviewed the table of contents and gave some information about each chapter.

Dave Schrupp asked if the Committee discussed what affordable housing was in terms of dollars. Mr. Erickson replied that the topic was discussed but no amount was determined. Dave Nevin questioned the land use maps. Jon Kolstad replied that the maps in the Comprehensive Plan were taken from the current Comp Plan dated 2008. The Committee has not worked on updating those yet. Dave Schrupp asked about creating a list of priorities for the changes in the plan. Ashley Kaisershot noted that the Implementation Chapter will prioritize the projects as to whether they are short term or long term and high or low priority. Dave Schrupp asked when the Steering Committee is finished. Once the Comprehensive Plan is adopted by the Council, the Committee will disband and the Council will be charged with implementation.

Tad Erickson gave the timetable for completion: County to have 60-day review period in December-January. Public review/comments in January. Council review 1/1/18. Final draft to Planning and Zoning Commission on 1/26/18. Council adoption 2/15/18.

Police Chief Lee reported that this was his first review of the plan and would like the Police and Fire Departments to have input on the Public Safety section. The proposed housing developments will have an impact on both.

There being no further business, the Mayor adjourned the meeting at 6:40 P.M.

Respectfully Submitted,

Charlene Nelson
City Clerk

**REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, NOVEMBER 13, 2017
7:00 P.M. – CITY HALL**

The Crosslake City Council met in the Council Chambers of City Hall on Monday, November 13, 2017. The following Council Members were present: Mayor Patty Norgaard, Dave Nevin, Gary Heacox, and Dave Schrupp. Brad Nelson was absent. Also present were City Administrator/Treasurer Mike Lyonais, City Clerk Char Nelson, Police Chief Erik Lee, Park Director Jon Henke, Public Works Director Ted Strand, Customer Service Specialist Cheryl Stuckmayer, 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 twelve 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 11R-01-17 WAS MADE BY GARY HEACOX AND SECONDED BY DAVE SCHRUPP TO APPROVE THE ADDITIONS AND RE-ORDERING TO THE AGENDA. MOTION CARRIED WITH ALL AYES.

B. PUBLIC HEARING -

Mayor Norgaard opened the Public Hearing related to the issuance of educational facilities revenue notes for the Crosslake Community School project and asked for public comments. No comments were received. Dave Schrupp asked if the conduit bonds were sales tax exempt for the school. Mike Lyonais explained the purpose and process of conduit bonds and stated that the sales tax-exempt status is not related to the bond. There is no cost to the City. MOTION 11R-02-17 WAS MADE BY DAVE NEVIN AND SECONDED BY DAVE SCHRUPP TO ADOPT RESOLUTION NO. 17-26 APPROVING THE ISSUANCE AND SALE OF AN EDUCATIONAL FACILITIES REVENUE NOTE, SERIES 2017 AND AUTHORIZING THE EXECUTION OF DOCUMENTS RELATING THERETO (CROSSLAKE COMMUNITY SCHOOL PROJECT). MOTION CARRIED WITH ALL AYES.

C. CONSENT CALENDAR – MOTION 11R-03-17 WAS MADE BY DAVE SCHRUPP AND SECONDED BY GARY HEACOX TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR:

1. Public Hearing Minutes of October 4, 2017
2. Regular Council Meeting Minutes of October 9, 2017
3. Budget Workshop Minutes of October 23, 2017
4. City – Month End Revenue Report dated October 2017
5. City – Month End Expenditures Report dated October 2017
6. October 2017 Budget to Actual Analysis
7. Pledged Collateral Report dated October 31, 2017
8. Police Report for Crosslake – October 2017
9. Police Report for Mission Township – October 2017
10. Fire Department Report – October 2017
11. North Memorial Ambulance Report – October 2017
12. Planning and Zoning Monthly Statistics

13. Planning and Zoning Commission Meeting Minutes of September 22, 2017
 14. Letter dated October 31, 2017 from MPCA Re: WWTF Plans and Specification Approval
 15. Pay Request from Blue Water Wells, Inc. for New Well in the Amount of \$64,543.00
 16. Pay Request No. 1 and 2 from Eagle Construction Co., Inc. for WWTF Improvements in the Amount of \$112,902.75
 17. Pay Request No. 4 from DeChantel Excavating for 2017 Road Improvements in the Amount of \$54,103.33
 18. Letter dated October 31, 2017 from County Highway Department Re: 2018 Bituminous Seal Coat Schedule
 19. Crosslake Roll Off Recycling Report for October 2017
 20. Waste Partners Recycling Report for September 2017
 21. Resolution No. 17-27 Accepting Donations
 22. Paul Bunyan Scenic Byway Association Newsletter Fall 2017
 23. Pay Request No. 2 from Redstone Construction for Dream Island Bridge in the Amount of \$250,150.44
 24. Letter dated October 19, 2017 from Crow Wing Power Re: Municipal Meter Relief Program
 25. Bills for Approval in the Amount of \$255,742.75
 26. LG214 Premises Permit Application from Confidence Learning Center for Electronic Pull Tabs at Andy's
 27. Additional Bills for Approval in the Amount of \$22,739.51
- MOTION CARRIED WITH ALL AYES.

D. MAYOR'S REPORT –

1. MOTION 11R-04-17 WAS MADE BY GARY HEACOX AND SECONDED BY DAVE SCHRUPP TO APPROVE THE APPOINTMENT OF JOHN GUNSTAD AS ALTERNATE MEMBER OF THE ECONOMIC DEVELOPMENT AUTHORITY. MOTION CARRIED WITH ALL AYES.
2. Four students, Noah Paulsen, Brooke Givens, Izabella Hansen, and Wyatt Brown, 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. PUBLIC FORUM – Mayor Norgaard reported that the Council would consider passing a resolution related to the Enbridge Pipeline that was added to Critical Issues and asked that the four people, wanting to speak to it, come to the podium and state their name and address.

Planning Commissioner Aaron Herzog stated that he has worked in the pipeline industry and that he is in favor of the proposed placement of the Line 3 Project. Mr. Herzog added that the pipes only last so many years and then they need to be replaced. Mr. Herzog was not in favor of the proposed resolution.

John Andrews of 11316 Manhattan Point Blvd, Dave Fischer of 36412 Rushmoor Blvd, Rich Eide of 38083 County Road 66, and WAPOA President Tom Watson of Pine River addressed the Council and all spoke in favor of the resolution, siting that the location of the pipeline would have serious impacts to the Whitefish Chain of Lakes water quality and natural environment because a leak or spill is probable.

F. CRITICAL ISSUES

1. MOTION 11R-05-17 WAS MADE BY DAVE SCHRUPP AND SECONDED BY PATTY NORGAARD TO APPROVE RESOLUTION SUPPORTING ALTERNATIVE ROUTING OF ENBRIDGE ENERGY'S NEW REPLACEMENT AND EXPANDED LINE 3 PROJECT. Dave Nevin stated that he was unable to attend the Enbridge hearing at the Community Center and is not familiar with all of the issues. Mr. Nevin asked who the final authority is regarding the placement of the pipeline. Tom Watson stated that public comment period ends November 22nd and that the MN Public Utility Commission makes the final decision. Dave Nevin stated that he was blindsided by this resolution and asked why it wasn't on the regular agenda so that he and Crosslake residents could be prepared. Dave Nevin and Dave Schrupp entered a heated debate whether the Council should speak for the residents in this matter. MOTION FAILED 2-2 WITH NORGAARD AND SCHRUPP IN FAVOR, HEACOX AND NEVIN OPPOSED.

G. CITY ADMINISTRATOR'S REPORT

1. Mike Lyonais presented the structure and schedule for the proposed WWTF improvement bonds. The issue is sized at \$1,015,000. Four proposals to purchase the issue were received, with the best coming from North American Banking Company at a net interest rate of 1.9356%. The bonds can be paid off in whole or in part at any time without penalty. The bond payments are included in the proposed 2018 Budget. MOTION 11R-06-17 WAS MADE BY GARY HEACOX AND SECONDED BY DAVE SCHRUPP TO APPROVE RESOLUTION NO. 17-28 PROVIDING FOR THE ISSUANCE AND SALE OF A \$1,015,000 GENERAL OBLIGATION DISPOSAL SYSTEM BONDS, SERIES 2017A AND LEVYING A TAX FOR THE PAYMENT THEREOF. MOTION CARRIED WITH ALL AYES.
2. MOTION 11R-07-17 WAS MADE BY GARY HEACOX AND SECONDED BY DAVE NEVIN TO APPROVE ORDINANCE NO. 350 AMENDING HOURS AND DAYS OF OFF-SALE LIQUOR SALES. MOTION CARRIED WITH ALL AYES.
3. Mike Lyonais reported that the Personnel Committee met to discuss 2018 non-union salary adjustments, City Administrator wage adjustment, and the Springsted Classification and Compensation Study. MOTION 11R-08-17 WAS MADE BY GARY HEACOX AND SECONDED BY DAVE NEVIN TO APPROVE NON-UNION DEPARTMENT HEAD SALARY ADJUSTMENT FOR 2018 OF 3%. Dave Schrupp asked that the following be added to the motion: TO ALLOW THE TOTAL OF ALL THE CURRENT SALARIES TO INCREASE AN AVERAGE OF 3% FROM 2016 TO 20107. THIS DOES NOT MEAN THAT ALL EMPLOYEES WILL RECEIVE AN AUTOMATIC 3% SALARY INCREASE. REVIEWS WILL BE COMPLETED IN FEBRUARY 2018 AT WHICH TIME THE REVIEWS/SUGGESTED INCREASES COMPLETED BY THE CITY ADMINISTRATOR WILL BE REVIEWED AND APPROVED BY THE PERSONNEL COMMITTEE. THE REVISED SPRINGSTED COMPENSATION STUDY AND COMPENSATION PLAN WILL BE UTILIZED AS NEEDED DURING THIS PROCESS SUCH THAT ALL REVIEWS WILL BE OBJECTIVE AND CONSISTENT. ONCE THE PERSONNEL COMMITTEE REVIEW IS COMPLETED, THE ADMINISTRATOR WILL CONDUCT INDIVIDUAL REVIEWS WITH ALL EMPLOYEES. THIS PROCESS WILL BE USED MOVING FORWARD IN THE FOLLOWING YEARS. THE COMPLETION OF REVIEWS BY FEBRUARY 2018 ASSUMES A FULLY APPROVED COMPENSATION PLAN

WILL BE IN PLACE NO LATER THAN 60 DAYS FROM NOW. IF THE PLAN IS NOT APPROVED, THE REVIEWS WILL BE DELAYED UNTIL SUCH TIME THE PLAN IS IN PLACE. Dave Schrupp added that the City does not have a compensation plan and the Council must assure that all pay is equitable. Mike Lyonais replied that the City is in compliance with the State's Pay Equity requirements. Mr. Lyonais stated that there were mistakes to be fixed and changes to be made to the Springsted Study before the Council considers adopting it. One problem was that all employees' (union and non-union) wages were included in one salary chart, with a 3% increase each year and a 6% increase between job classifications. Union contracts are settled through 2018 and approving the study as-is would require opening the contracts for negotiations. Mr. Lyonais suggested that the Council not wait for the study to be completed for a 2018 non-union employee wage adjustment, as it may take quite some time to finish. THE ORIGINAL MOTION OF APPROVING NON-UNION DEPARTMENT HEAD SALARY ADJUSTMENT FOR 2018 OF 3% CARRIED WITH ALL AYES. It was the consensus of the Council that Dave Schrupp and Mike Lyonais work together to complete the study.

Mike Lyonais reported that he was appointed to the position of Full-Time City Administrator/Treasurer from Finance Director/Treasurer on July 10, 2017. At that time the Council agreed to adjust his salary retroactively once the Springsted Study was received. Mr. Lyonais suggested a 6% salary adjustment which is within the parameters of the study that was received. Dave Nevin asked if 6% was enough for the extra duties that are included in the new position. Dave Schrupp stated that the City Administrator's salary adjustment should be postponed until reviews are completed in February 2018. A Council debate ensued regarding when Mr. Lyonais should be compensated for the extra duties of City Administrator. MOTION 11R-09-17 WAS MADE BY DAVE NEVIN AND SECONDED BY GARY HEACOX TO APPROVE THE CITY ADMINISTRATOR SALARY ADJUSTMENT FOR 2017 OF 6%, RETROACTIVE TO JULY 10, 2017. MOTION FAILED 2-2 WITH HEACOX AND NEVIN IN FAVOR, NORGAARD AND SCHRUPP OPPOSED.

4. Included in the packet was proposed 2018 tax rates for the City of Crosslake. Mr. Lyonais noted that he had estimated the rate to be approximately 29.54% and it came in at 29.494%.
5. MOTION 11R-10-17 WAS MADE BY DAVE SCHRUPP AND SECONDED BY GARY HEACOX TO APPROVE THE ENGAGEMENT LETTER BETWEEN THE CITY OF CROSSLAKE AND CLIFTON LARSON ALLEN FOR THE COMPLETION OF 2017 FINANCIAL STATEMENTS. MOTION CARRIED WITH ALL AYES.

H. COMMISSION REPORTS

1. PARK & RECREATION/LIBRARY

- a. Jon Henke gave brief updates on Community Center activities including library book donations, community center schedule, Zumba, community garden applications, AAA senior driving class, pickleball, and Crimes Against Seniors class.

MOTION 11R-11-17 WAS MADE BY DAVE NEVIN AND SECONDED BY GARY HEACOX TO APPROVE PAYMENT STRUCTURE TO ZUMBA

INSTRUCTOR OF 60% OF RECEIPTED REVENUES. MOTION CARRIED WITH ALL AYES.

- b. The Council reviewed an appraisal report from Bill Ludiena for the Perkins Road Realignment Project. The estimated value of parcel 120311100B00009 and part of parcel 120311100A00009, owned by Arthur Heigl, is \$36,375. MOTION 11R-12-17 WAS MADE BY DAVE SCHRUPP AND SECONDED BY DAVE NEVIN TO CONTINUE ACQUISITION OF SAID PROPERTY FOR THE PERKINS ROAD REALIGNMENT PROJECT. A brief discussion ensued regarding whether the park or the road should be built first. MOTION CARRIED WITH ALL AYES.

- I. PUBLIC FORUM** – Mark Wessels of 13336 East Shore Road addressed the Council and read the motion that was made at the July 10th meeting related to the appointment of the City Administrator, noting that the salary increase was not dependent on a performance review.

City Clerk Char Nelson thanked the Council for the 2018 3% wage increase for non-union employees. Ms. Nelson stated that Mike Lyonais has done a great job since assuming the role of City Administrator and that the Council should have approved a salary adjustment for the added responsibilities.

- J. OLD BUSINESS** – None.

- K. NEW BUSINESS** – None.

- L. CITY ATTORNEY** – Pursuant to M.S. 13D, Subd. 3b, the Council moved into closed session at 9:05 P.M. to discuss pending litigation/settlement information.

- M. ADJOURN** – The Council resumed the open session and the Mayor adjourned the meeting at 9:30 P.M.

Respectfully submitted by,

Charlene Nelson
City Clerk
City Clerk/Minutes/11-13-17

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Month-End Revenue

Current Period: NOVEMBER 2017

SRC	SRC Descr	2017 Budget	NOVEMBER 2017 Amt	2017 YTD Amt	2017 YTD Balance	2017 % of Budget
FUND 101 GENERAL FUND						
31000	General Property Taxes	\$3,005,707.00	\$0.00	\$1,666,712.56	\$1,338,994.44	55.45%
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	\$0.00	\$18.74	-\$18.74	0.00%
31305	2003 Joint Facility Levy	\$0.00	\$0.00	\$26.22	-\$26.22	0.00%
31310	2012 Series A Levy	\$122,533.00	\$0.00	\$68,002.42	\$54,530.58	55.50%
31800	Other Taxes	\$1,500.00	\$0.00	\$184.03	\$1,315.97	12.27%
31900	Penalties and Interest DelTax	\$1,000.00	\$0.00	\$2,132.29	-\$1,132.29	213.23%
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	\$0.00	\$204.00	-\$4.00	102.00%
33400	State Grants and Aids	\$500.00	\$0.00	\$57,448.65	-\$56,948.65	11489.73%
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	\$2,600.00	\$12,530.00	-\$12,530.00	0.00%
33420	Insurance Premium Reimburse	\$0.00	\$0.00	\$3,438.00	-\$3,438.00	0.00%
33422	PERA State Aid	\$2,979.00	\$0.00	\$590.50	\$2,388.50	19.82%
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	\$10.00	\$80.80	\$119.20	40.40%
34010	Sale of Maps and Publications	\$30.00	\$0.00	\$40.00	-\$10.00	133.33%
34050	Candidate Filing Fees	\$20.00	\$0.00	\$0.00	\$20.00	0.00%
34103	Zoning Permits	\$28,000.00	\$2,475.00	\$63,600.00	-\$35,600.00	227.14%
34104	Plat Check Fee/Subdivision Fee	\$1,000.00	\$100.00	\$4,275.00	-\$3,275.00	427.50%
34105	Variances and CUPS/IUPS	\$8,800.00	\$0.00	\$10,000.00	-\$1,200.00	113.64%
34106	Sign Permits	\$500.00	\$50.00	\$200.00	\$300.00	40.00%
34107	Assessment Search Fees	\$800.00	\$95.00	\$925.00	-\$125.00	115.63%
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	\$12,000.00	\$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	\$875.70	\$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	\$100.00	\$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: NOVEMBER 2017

SRC	SRC Descr	2017 Budget	NOVEMBER 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	\$30.00	\$1,060.00	-\$860.00	530.00%
34740	Park Concessions	\$500.00	\$16.00	\$342.05	\$157.95	68.41%
34741	Gen Gov t Concessions	\$100.00	\$57.84	\$608.35	-\$508.35	608.35%
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	\$655.00	\$3,768.15	\$31.85	99.16%
34751	Shelter/Beer/Wine Fees	\$300.00	\$0.00	\$416.00	-\$116.00	138.67%
34760	Library Cards	\$1,300.00	\$40.00	\$1,053.00	\$247.00	81.00%
34761	Library Donations	\$500.00	\$0.00	\$306.00	\$194.00	61.20%
34762	Library Copies	\$300.00	\$43.55	\$358.36	-\$58.36	119.45%
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	\$143.00	\$18,716.88	-\$12,716.88	311.95%
34770	Silver Sneakers	\$6,000.00	\$749.00	\$7,363.50	-\$1,363.50	122.73%
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	\$40.00	\$1,185.00	\$8,815.00	11.85%
34802	Softball/Baseball Fees	\$1,300.00	\$0.00	\$350.00	\$950.00	26.92%
34803	Recreation-Misc. Receipts	\$1,200.00	\$138.00	\$355.85	\$844.15	29.65%
34805	Aerobics Fees	\$0.00	\$350.00	\$350.00	-\$350.00	0.00%
34806	Weight Room Fees	\$30,000.00	\$2,262.50	\$30,687.50	-\$687.50	102.29%
34807	Volleyball Fees	\$500.00	\$128.00	\$712.00	-\$212.00	142.40%
34808	Silver and Fit	\$10,000.00	\$1,587.00	\$16,329.00	-\$6,329.00	163.29%
34809	Soccer Fees	\$500.00	\$0.00	\$2,523.00	-\$2,023.00	504.60%
34810	Pickle Ball	\$0.00	\$64.00	\$3,595.00	-\$3,595.00	0.00%
34910	Transit Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34940	Cemetery Lots	\$3,000.00	\$0.00	\$5,000.00	-\$2,000.00	166.67%
34941	Cemetery Openings	\$3,500.00	\$0.00	\$4,400.00	-\$900.00	125.71%
34942	Cemetery Other	\$450.00	\$0.00	\$600.00	-\$150.00	133.33%
34950	Public Works Revenue	\$1,500.00	\$231.00	\$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	\$721.85	\$7,179.86	\$2,820.14	71.80%
35103	Library Fines	\$600.00	\$52.00	\$586.00	\$14.00	97.67%
35105	Restitution Receipts	\$1,000.00	\$0.00	\$1,896.00	-\$896.00	189.60%
36200	Miscellaneous Revenues	\$500.00	\$4.85	\$6,726.25	-\$6,226.25	1345.25%
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	\$4,866.60	\$42,370.37	-\$39,370.37	1412.35%
36230	Contributions and Donations	\$0.00	\$0.00	\$9,385.11	-\$9,385.11	0.00%
36254	Sp Assess Prin-Bridges	\$2,547.00	\$11,483.81	\$25,265.87	-\$22,718.87	991.99%
36255	Sp Assess Int-Bridges	\$1,451.00	\$0.00	\$288.20	\$1,162.80	19.86%
36256	Andys Parking Lot Principal	\$5,252.00	\$0.00	\$1,969.47	\$3,282.53	37.50%
36257	Andys Parking Lot Interest	\$552.00	\$0.00	\$544.11	\$7.89	98.57%
38050	Telephone Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
38051	Telephone True-Up	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
38052	Telephone Miscellaneous Rev	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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Month-End Revenue

Current Period: NOVEMBER 2017

SRC	SRC Descr	2017 Budget	NOVEMBER 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	\$41,969.70	\$2,571,298.16	\$2,685,239.84	48.92%
FUND 301 DEBT SERVICE FUND						
31000	General Property Taxes	\$0.00	\$0.00	\$14.83	-\$14.83	0.00%
31001		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31100	REA Loan Payment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31101	County Payment Joint Facility	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31200	Community Ctr Levy Refund 2002	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31300	Emergency Services Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31301	1999 Series A Levy	\$0.00	\$0.00	-\$10.75	\$10.75	0.00%
31302	1999 Series B Levy	\$0.00	\$0.00	-\$2.08	\$2.08	0.00%
31303	2001 Series A Levy	\$0.00	\$0.00	\$7.15	-\$7.15	0.00%
31304	2002 Series A Levy	\$0.00	\$0.00	\$5.15	-\$5.15	0.00%
31305	2003 Joint Facility Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31306	2003 Disposal System Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31307	2004 Series A Levy	\$0.00	\$0.00	\$26.00	-\$26.00	0.00%
31308	2006 Series B Levy	\$0.00	\$0.00	\$1,404.85	-\$1,404.85	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	\$0.00	\$84,307.33	\$70,273.67	54.54%
31312	Not Used	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31900	Penalties and Interest DelTax	\$0.00	\$0.00	\$129.80	-\$129.80	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: NOVEMBER 2017

SRC	SRC Descr	2017 Budget	NOVEMBER 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: NOVEMBER 2017

SRC	SRC Descr	2017 Budget	NOVEMBER 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	\$0.00	\$0.00	\$0.00	0.00%
36253	Sp Assess Int - Brita/Pineview	\$0.00	\$0.00	\$45.52	-\$45.52	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: NOVEMBER 2017

SRC	SRC Descr	2017 Budget	NOVEMBER 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	\$0.00	\$86,040.69	\$68,540.31	55.66%
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	\$52.09	\$580.96	-\$80.96	116.19%
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	\$52.09	\$580.96	-\$80.96	116.19%
FUND 404 JOBZ						
31000	General Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34110	TIF/JOBZ Pre Application Fee	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34204	JOBZ Recipient Deposit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34208	JOBZ Annual Fee	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 404	JOBZ	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 405 TAX INCREMENT FINANCE PROJECTS						
31000	General Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31050	Tax Increments LeRever	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31051	Tax Increments Daggett Brook	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31052	Tax Increments Reeds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31053	Tax Increments - Ace Hardware	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31054	Tax Increment - Crosswoods	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31055	Tax Incr 1-8 Crosswoods Dev	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31056	Tax Increment 1-9 C&J Develop	\$11,000.00	\$0.00	\$7,081.07	\$3,918.93	64.37%
33403	Mobile Home Homestead Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36104	Penalty & Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36201	Misc Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 405	TAX INCREMENT FINANCE PROJE	\$11,000.00	\$0.00	\$7,081.07	\$3,918.93	64.37%
FUND 408 WEST SHORE DRIVE						
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%
39318	Proceeds--2004 ESC Refunding	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 408	WEST SHORE DRIVE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 412 DUCK LANE						
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39310	Proceeds-Gen Obligation Bond	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 412	DUCK LANE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 414 SUNRISE ISLAND BRIDGE PROJECT						
33400	State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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Month-End Revenue

Current Period: NOVEMBER 2017

SRC	SRC Descr	2017 Budget	NOVEMBER 2017 Amt	2017 YTD Amt	2017 YTD Balance	2017 % of Budget
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 414	SUNRISE ISLAND BRIDGE PROJEC	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 415	AMBULANCE PROJECT					
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 415	AMBULANCE PROJECT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 420	LIBRARY PROJECT					
31000	General Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36230	Contributions and Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39310	Proceeds-Gen Obligation Bond	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 420	LIBRARY PROJECT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 432	SEWER PROJECT					
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39204	Transfer Frm Needs Assess Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39316	Proceeds-2003 Series A Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39317	Proceeds-2003 Series B Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 432	SEWER PROJECT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 502	ECONOMIC DEVELOPMENT FUND					
31000	General Property Taxes	\$12,500.00	\$0.00	\$6,919.67	\$5,580.33	55.36%
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	\$100.00	\$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	\$100.00	\$7,789.67	\$4,710.33	62.32%
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	-\$208.59	-\$524.18	\$524.18	0.00%
36104	Penalty & Interest	\$1,000.00	\$177.28	\$2,224.25	-\$1,224.25	222.43%

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Month-End Revenue

Current Period: NOVEMBER 2017

SRC	SRC Descr	2017 Budget	NOVEMBER 2017 Amt	2017 YTD Amt	2017 YTD Balance	2017 % of Budget
36200	Miscellaneous Revenues	\$1,000.00	\$369.20	\$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	\$21,145.33	\$234,474.47	\$2,585.53	98.91%
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%
FUND 601 SEWER OPERATING FUND		\$456,865.00	\$21,483.22	\$314,948.59	\$141,916.41	68.94%
FUND 614 TELEPHONE AND CABLE FUND						
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39105	Sales Proceeds - Crosslake Com	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 614 TELEPHONE AND CABLE FUND		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 651 SEWER RESTRICTED SINKING FUND						
31306	2003 Disposal System Levy	\$221,000.00	\$0.00	\$122,763.72	\$98,236.28	55.55%
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	\$0.00	\$122,781.87	\$100,218.13	55.06%
		\$6,114,984.00	\$63,605.01	\$3,111,973.41	\$3,003,010.59	50.89%

B. 4.

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

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OBJ	OBJ Descr	2017 Budget	NOVEMBER 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	\$2,290.00	\$23,110.00	\$3,890.00	85.59%
122	FICA	\$2,066.00	\$175.21	\$1,768.19	\$297.81	85.59%
151	Workers Comp Insurance	\$83.00	\$0.00	\$105.00	-\$22.00	126.51%
208	Instruction Fees	\$1,500.00	\$0.00	\$935.00	\$565.00	62.33%
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	\$2,465.21	\$27,329.02	\$5,673.98	82.81%
DEPT 41400 Administration						
100	Wages and Salaries Dept Head	\$86,875.00	\$10,018.08	\$80,234.64	\$6,640.36	92.36%
101	Assistant	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
102	Consultant	\$26,000.00	\$0.00	\$9,450.00	\$16,550.00	36.35%
105	Part-time	\$1,125.00	\$0.00	\$0.00	\$1,125.00	0.00%
109	Secretary/Bookkeeper	\$62,119.00	\$7,187.95	\$57,641.60	\$4,477.40	92.79%
121	PERA	\$11,259.00	\$1,290.45	\$10,340.70	\$918.30	91.84%
122	FICA	\$11,484.00	\$1,229.18	\$9,720.82	\$1,763.18	84.65%
131	Employer Paid Health	\$31,882.00	\$2,656.80	\$29,224.80	\$2,657.20	91.67%
132	Employer Paid Disability	\$1,296.00	\$120.01	\$1,288.27	\$7.73	99.40%
133	Employer Paid Dental	\$2,344.00	\$172.00	\$1,920.00	\$424.00	81.91%
134	Employer Paid Life	\$134.00	\$11.20	\$123.20	\$10.80	91.94%
136	Deferred Compensation	\$1,300.00	\$150.00	\$1,200.00	\$100.00	92.31%
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	\$118.22	\$1,319.39	\$480.61	73.30%
208	Instruction Fees	\$2,000.00	\$0.00	\$1,023.29	\$976.71	51.16%
210	Operating Supplies	\$1,500.00	\$20.00	\$1,234.19	\$265.81	82.28%
220	Repair/Maint Supply - Equip	\$3,834.00	\$166.66	\$3,620.60	\$213.40	94.43%
301	Auditing and Acct g Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$4,000.00	\$254.88	\$2,519.35	\$1,480.65	62.98%
322	Postage	\$1,000.00	\$0.00	\$354.87	\$645.13	35.49%
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	\$0.00	\$276.25	\$723.75	27.63%
413	Office Equipment Rental/Repair	\$800.00	\$0.00	\$0.00	\$800.00	0.00%
430	Miscellaneous	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
433	Dues and Subscriptions	\$850.00	\$0.00	\$730.00	\$120.00	85.88%
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	\$0.00	\$661.81	\$132.19	83.35%
610	Interest	\$70.00	\$0.00	\$58.19	\$11.81	83.13%
DEPT 41400 Administration		\$271,981.00	\$23,395.43	\$227,607.00	\$44,374.00	83.68%
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	NOVEMBER 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	\$5,211.00	\$4,789.00	52.11%
307	Legal Fees (Labor)	\$7,000.00	\$0.00	\$1,238.00	\$5,762.00	17.69%
DEPT 41600 Audit/Legal Services		\$45,000.00	\$450.00	\$33,425.99	\$11,574.01	74.28%
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	\$46.36	\$438.70	\$261.30	62.67%
208	Instruction Fees	\$600.00	\$0.00	\$0.00	\$600.00	0.00%
210	Operating Supplies	\$1,500.00	\$0.00	\$555.06	\$944.94	37.00%
212	Motor Fuels	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
220	Repair/Maint Supply - Equip	\$3,934.00	\$166.67	\$1,944.70	\$1,989.30	49.43%
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	\$191.89	\$1,981.62	\$1,518.38	56.62%
322	Postage	\$500.00	\$0.00	\$695.60	-\$195.60	139.12%
331	Travel Expenses	\$1,000.00	\$0.00	\$68.00	\$932.00	6.80%
332	Travel Expense- P&Z Comm	\$1,500.00	\$128.40	\$3,689.70	-\$2,189.70	245.98%
340	Advertising	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
351	Legal Notices Publishing	\$2,000.00	\$68.00	\$1,236.75	\$763.25	61.84%
352	Filing Fees	\$1,500.00	\$0.00	\$1,314.00	\$186.00	87.60%
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	\$6.00	-\$6.00	0.00%
452	Refund	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
470	Consultant Fees	\$205,448.00	\$33,864.00	\$186,252.00	\$19,196.00	90.66%
500	Capital Outlay	\$3,000.00	\$0.00	\$1,996.19	\$1,003.81	66.54%

OBJ	OBJ Descr	2017 Budget	NOVEMBER 2017 Amt	2017 YTD Amt	2017 YTD Balance	%YTD Budget
600	Principal	\$794.00	\$0.00	\$661.81	\$132.19	83.35%
610	Interest	\$70.00	\$0.00	\$58.19	\$11.81	83.13%
DEPT 41910 Planning and Zoning		\$238,506.00	\$34,466.32	\$204,028.32	\$34,477.68	85.54%
DEPT 41940 General Government						
131	Employer Paid Health	\$1,993.00	\$1,660.50	\$9,201.08	-\$7,208.08	461.67%
133	Employer Paid Dental	\$138.00	\$149.05	\$727.46	-\$589.46	527.14%
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	\$405.80	\$2,106.39	\$393.61	84.26%
220	Repair/Maint Supply - Equip	\$0.00	\$0.00	\$123.15	-\$123.15	0.00%
223	Bldg Repair Suppl/Maintenance	\$4,000.00	\$282.99	\$2,802.12	\$1,197.88	70.05%
235	Signs	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
254	Concessions - Pop	\$300.00	\$0.00	\$412.62	-\$112.62	137.54%
302	Architects Fees	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
303	Engineering Fees	\$750.00	\$0.00	\$0.00	\$750.00	0.00%
316	Security Monitoring	\$800.00	\$0.00	\$422.64	\$377.36	52.83%
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	\$833.00	\$9,633.00	\$4,867.00	66.43%
383	Gas Utilities	\$4,500.00	\$43.24	\$1,096.22	\$3,403.78	24.36%
384	Refuse/Garbage Disposal	\$500.00	\$51.48	\$526.21	-\$26.21	105.24%
385	Sewer Utility	\$600.00	\$45.00	\$495.00	\$105.00	82.50%
389	Generator Expense	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
405	Cleaning Services	\$9,600.00	\$707.50	\$7,782.50	\$1,817.50	81.07%
430	Miscellaneous	\$2,500.00	\$0.00	\$38.95	\$2,461.05	1.56%
433	Dues and Subscriptions	\$3,500.00	\$40.18	\$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	\$600.00	\$1,375.00	\$18,625.00	6.88%
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	\$966.65	\$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	\$5,785.39	\$200,085.34	\$208,350.66	48.99%
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	\$9,608.46	\$76,649.39	-\$9,302.39	113.81%

OBJ	OBJ Descr	2017 Budget	NOVEMBER 2017 Amt	2017 YTD Amt	2017 YTD Balance	%YTD Budget
103	Tech 1	\$0.00	\$5,671.99	\$22,374.49	-\$22,374.49	0.00%
108	Tech 3	\$25,000.00	\$898.63	\$24,092.05	\$907.95	96.37%
110	Tech 4	\$58,753.00	\$6,399.35	\$51,062.31	\$7,690.69	86.91%
112	Tech 5	\$58,681.00	\$7,500.56	\$52,208.47	\$6,472.53	88.97%
113	Tech 6	\$60,031.00	\$6,426.86	\$51,557.76	\$8,473.24	85.89%
121	PERA	\$56,605.00	\$5,913.98	\$49,551.77	\$7,053.23	87.54%
122	FICA	\$5,067.00	\$502.97	\$4,125.74	\$941.26	81.42%
131	Employer Paid Health	\$70,142.00	\$5,048.40	\$58,984.80	\$11,157.20	84.09%
132	Employer Paid Disability	\$2,710.00	\$226.75	\$2,461.98	\$248.02	90.85%
133	Employer Paid Dental	\$5,128.00	\$324.48	\$3,859.36	\$1,268.64	75.26%
134	Employer Paid Life	\$336.00	\$28.00	\$296.80	\$39.20	88.33%
136	Deferred Compensation	\$1,300.00	\$75.00	\$875.00	\$425.00	67.31%
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	\$39.71	\$3,048.98	\$451.02	87.11%
209	Physicals	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
210	Operating Supplies	\$1,300.00	\$129.72	\$2,258.27	-\$958.27	173.71%
212	Motor Fuels	\$18,000.00	\$1,122.28	\$9,957.53	\$8,042.47	55.32%
214	Auto Expense- Squad 301	\$2,000.00	\$60.00	\$354.42	\$1,645.58	17.72%
216	Auto Expense- Squad 305	\$1,200.00	\$60.00	\$371.47	\$828.53	30.96%
217	Auto Expense- Squad 303	\$800.00	\$519.84	\$1,081.33	-\$281.33	135.17%
218	Auto Expense- Squad 302	\$1,200.00	\$630.20	\$1,206.01	-\$6.01	100.50%
219	Auto Expense- Squad 304	\$1,200.00	\$570.20	\$1,363.01	-\$163.01	113.58%
220	Repair/Maint Supply - Equip	\$5,532.00	\$250.00	\$10,742.35	-\$5,210.35	194.19%
221	Repair/Maint Vehicles 306	\$0.00	\$0.00	\$849.92	-\$849.92	0.00%
258	Unif Tony/Ted/Gerald/Fire	\$675.00	\$0.00	\$667.38	\$7.62	98.87%
259	Unif Erik/Joe	\$675.00	\$0.00	\$622.46	\$52.54	92.22%
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	\$57.94	\$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	\$776.12	\$11,665.27	-\$10,665.27	1166.53%
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	\$261.34	\$2,695.29	\$104.71	96.26%
321	Communications-Cellular	\$5,400.00	\$306.07	\$3,681.97	\$1,718.03	68.18%
322	Postage	\$200.00	\$0.00	\$44.05	\$155.95	22.03%
331	Travel Expenses	\$1,700.00	\$416.67	\$2,056.69	-\$356.69	120.98%
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	\$10.99	\$287.84	-\$87.84	143.92%
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	\$80.23	\$88,052.40	-\$39,052.40	179.70%
600	Principal	\$132.00	\$0.00	\$110.30	\$21.70	83.56%

OBJ	OBJ Descr	2017 Budget	NOVEMBER 2017 Amt	2017 YTD Amt	2017 YTD Balance	%YTD Budget
610	Interest	\$12.00	\$0.00	\$9.70	\$2.30	80.83%
DEPT 42110	Police Administration	\$659,556.00	\$53,916.74	\$703,994.86	-\$44,438.86	106.74%
DEPT 42280	Fire Administration					
100	Wages and Salaries Dept Head	\$6,000.00	\$500.00	\$5,500.00	\$500.00	91.67%
101	Assistant	\$1,200.00	\$100.00	\$1,100.00	\$100.00	91.67%
106	Training	\$2,100.00	\$75.00	\$825.00	\$1,275.00	39.29%
107	Services	\$50,000.00	\$0.00	\$0.00	\$50,000.00	0.00%
122	FICA	\$4,536.00	\$51.63	\$567.93	\$3,968.07	12.52%
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	\$2,300.00	\$14,756.00	-\$6,756.00	184.45%
209	Physicals	\$500.00	\$0.00	\$1,780.00	-\$1,280.00	356.00%
210	Operating Supplies	\$3,000.00	\$437.76	\$4,607.46	-\$1,607.46	153.58%
212	Motor Fuels	\$500.00	\$90.38	\$315.23	\$184.77	63.05%
213	Diesel Fuel	\$2,500.00	\$148.52	\$602.58	\$1,897.42	24.10%
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	\$67.35	\$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	\$0.00	\$2,127.21	-\$1,127.21	212.72%
233	FIRE PREVENTION	\$2,000.00	\$0.00	\$2,698.10	-\$698.10	134.91%
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	\$258.89	\$2,822.28	-\$322.28	112.89%
322	Postage	\$25.00	\$0.00	\$0.00	\$25.00	0.00%
331	Travel Expenses	\$5,000.00	\$2,228.70	\$5,109.70	-\$109.70	102.19%
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	\$0.00	\$1,711.50	-\$511.50	142.63%
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	\$0.00	\$0.00	\$21,000.00	0.00%
492	FDRA State Aid	\$28,000.00	\$0.00	\$38,406.34	-\$10,406.34	137.17%
500	Capital Outlay	\$162,000.00	\$9,904.47	\$206,108.92	-\$44,108.92	127.23%
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	\$16,162.70	\$316,368.99	\$12,692.01	96.14%
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	\$5,802.80	\$47,891.03	\$6,518.97	88.02%
104	Tech 2	\$56,181.00	\$5,917.27	\$49,330.94	\$6,850.06	87.81%
105	Part-time	\$0.00	\$174.58	\$2,595.44	-\$2,595.44	0.00%

OBJ	OBJ Descr	2017 Budget	NOVEMBER 2017 Amt	2017 YTD Amt	2017 YTD Balance	%YTD Budget
108	Tech 3	\$56,181.00	\$5,101.77	\$44,263.07	\$11,917.93	78.79%
121	PERA	\$12,976.00	\$1,274.74	\$10,756.28	\$2,219.72	82.89%
122	FICA	\$13,235.00	\$1,176.20	\$9,834.12	\$3,400.88	74.30%
131	Employer Paid Health	\$38,261.00	\$3,188.40	\$35,072.40	\$3,188.60	91.67%
132	Employer Paid Disability	\$1,089.00	\$104.09	\$1,110.91	-\$21.91	102.01%
133	Employer Paid Dental	\$2,785.00	\$212.83	\$2,370.42	\$414.58	85.11%
134	Employer Paid Life	\$202.00	\$17.29	\$190.18	\$11.82	94.15%
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	\$103.54	\$398.51	\$51.49	88.56%
208	Instruction Fees	\$1,000.00	\$0.00	\$1,895.00	-\$895.00	189.50%
210	Operating Supplies	\$1,200.00	\$485.17	\$1,146.23	\$53.77	95.52%
212	Motor Fuels	\$8,000.00	\$494.79	\$4,300.55	\$3,699.45	53.76%
213	Diesel Fuel	\$15,000.00	\$436.09	\$5,439.05	\$9,560.95	36.26%
215	Shop Supplies	\$2,750.00	\$411.59	\$1,095.83	\$1,654.17	39.85%
220	Repair/Maint Supply - Equip	\$18,000.00	\$961.11	\$21,611.29	-\$3,611.29	120.06%
221	Repair/Maint Vehicles 306	\$15,000.00	\$744.41	\$34,686.65	-\$19,686.65	231.24%
222	Tires	\$1,500.00	\$103.68	\$253.39	\$1,246.61	16.89%
223	Bldg Repair Suppl/Maintenance	\$4,500.00	\$2,907.34	\$15,082.49	-\$10,582.49	335.17%
224	Street Maint Materials	\$20,000.00	\$527.31	\$26,554.25	-\$6,554.25	132.77%
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	\$29.58	\$3,740.86	-\$1,240.86	149.63%
254	Concessions - Pop	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
259	Unif Erik/Joe	\$300.00	\$99.98	\$254.97	\$45.03	84.99%
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	\$0.00	\$2,560.10	\$22,439.90	10.24%
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	\$109.79	\$1,086.94	\$513.06	67.93%
322	Postage	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
331	Travel Expenses	\$1,000.00	\$589.40	\$1,121.60	-\$121.60	112.16%
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	\$890.09	\$8,923.44	\$5,076.56	63.74%
383	Gas Utilities	\$6,000.00	\$58.47	\$1,225.80	\$4,774.20	20.43%
384	Refuse/Garbage Disposal	\$1,000.00	\$54.91	\$1,195.54	-\$195.54	119.55%
385	Sewer Utility	\$400.00	\$21.15	\$401.85	-\$1.85	100.46%
405	Cleaning Services	\$3,700.00	\$176.25	\$1,938.75	\$1,761.25	52.40%
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	\$733.99	\$2,435.89	-\$1,435.89	243.59%
433	Dues and Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	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	\$4,250.30	\$25,681.93	\$19,318.07	57.07%

OBJ	OBJ Descr	2017 Budget	NOVEMBER 2017 Amt	2017 YTD Amt	2017 YTD Balance	%YTD Budget
500	Capital Outlay	\$65,000.00	\$12,000.00	\$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	\$0.00	\$45,223.21	-\$45,223.21	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	\$352,496.87	\$1,163,449.78	\$663,050.22	63.70%
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	\$401,655.78	\$1,675,230.24	\$796,696.76	67.77%
DEPT 43100 Cemetery						
210	Operating Supplies	\$940.00	\$0.00	\$28.47	\$911.53	3.03%
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	\$25.75	\$196.34	\$153.66	56.10%
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	\$25.75	\$3,106.35	-\$106.35	103.55%
DEPT 45100 Park and Recreation (GENERAL)						
100	Wages and Salaries Dept Head	\$70,732.00	\$8,177.59	\$65,995.08	\$4,736.92	93.30%
101	Assistant	\$28,806.00	\$3,683.31	\$27,373.44	\$1,432.56	95.03%
103	Tech 1	\$26,408.00	\$2,117.20	\$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	\$3,662.25	\$30,987.52	\$12,692.48	70.94%
108	Tech 3	\$33,010.00	\$3,854.81	\$30,700.57	\$2,309.43	93.00%
121	PERA	\$15,198.00	\$1,337.46	\$10,208.34	\$4,989.66	67.17%
122	FICA	\$15,884.00	\$1,580.41	\$12,195.45	\$3,688.55	76.78%
131	Employer Paid Health	\$22,320.00	\$1,328.40	\$14,612.40	\$7,707.60	65.47%
132	Employer Paid Disability	\$1,452.00	\$112.77	\$1,140.41	\$311.59	78.54%
133	Employer Paid Dental	\$3,956.00	\$336.41	\$3,228.74	\$727.26	81.62%
134	Employer Paid Life	\$336.00	\$21.91	\$201.82	\$134.18	60.07%
136	Deferred Compensation	\$650.00	\$75.00	\$600.00	\$50.00	92.31%
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	\$325.55	-\$125.55	162.78%
208	Instruction Fees	\$500.00	\$0.00	\$197.00	\$303.00	39.40%
210	Operating Supplies	\$3,200.00	\$0.00	\$992.06	\$2,207.94	31.00%
212	Motor Fuels	\$2,000.00	\$123.23	\$1,524.23	\$475.77	76.21%
213	Diesel Fuel	\$1,500.00	\$154.56	\$863.62	\$636.38	57.57%
220	Repair/Maint Supply - Equip	\$3,000.00	\$1,050.25	\$6,585.21	-\$3,585.21	219.51%
221	Repair/Maint Vehicles 306	\$2,000.00	\$17.26	\$1,039.19	\$960.81	51.96%
223	Bldg Repair Suppl/Maintenance	\$15,000.00	\$504.11	\$10,739.25	\$4,260.75	71.60%
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	NOVEMBER 2017 Amt	2017 YTD Amt	2017 YTD Balance	%YTD Budget
261	Unif Jake/Jon/Leigh	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
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	\$0.00	\$887.65	-\$637.65	355.06%
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	\$27.09	\$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	\$150.00	\$150.00	-\$150.00	0.00%
315	Warm House/Garage Exp	\$1,000.00	\$42.06	\$779.79	\$220.21	77.98%
316	Security Monitoring	\$1,200.00	\$251.88	\$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	\$65.00	\$1,105.48	\$1,894.52	36.85%
319	Donation Expenditures	\$0.00	\$0.00	\$1,758.97	-\$1,758.97	0.00%
320	Communications	\$3,500.00	\$355.11	\$3,616.72	-\$116.72	103.33%
322	Postage	\$150.00	\$0.00	\$58.81	\$91.19	39.21%
323	Garage (East)	\$800.00	\$4.56	\$807.03	-\$7.03	100.88%
324	Disc Golf Expenses	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
331	Travel Expenses	\$700.00	\$25.94	\$800.73	-\$100.73	114.39%
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	\$1,058.33	\$13,161.77	-\$161.77	101.24%
383	Gas Utilities	\$7,500.00	\$308.72	\$3,010.50	\$4,489.50	40.14%
384	Refuse/Garbage Disposal	\$800.00	\$72.63	\$720.36	\$79.64	90.05%
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	\$218.75	\$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	\$147.00	\$2,741.00	-\$1,141.00	171.31%
445	Sr Meals Expense	\$400.00	\$0.00	\$492.36	-\$92.36	123.09%
448	Weight Room Ins Reimbur	\$150.00	\$11.75	\$115.50	\$34.50	77.00%
450	Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
452	Refund	\$150.00	\$30.00	\$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	\$0.00	\$14,099.91	-\$11,099.91	470.00%
461	Silver Sneakers	\$6,300.00	\$734.37	\$7,502.37	-\$1,202.37	119.09%
481	Park Master Plan	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$60,000.00	\$5,190.25	\$46,731.37	\$13,268.63	77.89%
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	\$2,500.00	\$7,315.50	-\$7,315.50	0.00%
557	Capital Outlay - Tennis Courts	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600	Principal	\$1,250.00	\$104.14	\$1,041.40	\$208.60	83.31%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 45100 Park and Recreation (GENERA		\$456,523.00	\$39,456.46	\$381,805.33	\$74,717.67	83.63%
DEPT 45500 Library						
101	Assistant	\$31,616.00	\$3,694.00	\$29,665.40	\$1,950.60	93.83%
121	PERA	\$2,371.00	\$277.05	\$2,224.90	\$146.10	93.84%
122	FICA	\$2,419.00	\$255.54	\$1,971.62	\$447.38	81.51%
131	Employer Paid Health	\$15,941.00	\$1,328.40	\$14,612.40	\$1,328.60	91.67%

OBJ	OBJ Descr	2017 Budget	NOVEMBER 2017 Amt	2017 YTD Amt	2017 YTD Balance	%YTD Budget
132	Employer Paid Disability	\$260.00	\$25.56	\$269.08	-\$9.08	103.49%
133	Employer Paid Dental	\$1,172.00	\$86.00	\$960.00	\$212.00	81.91%
134	Employer Paid Life	\$67.00	\$5.60	\$61.60	\$5.40	91.94%
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	\$0.00	\$629.92	-\$129.92	125.98%
203	Library Books	\$500.00	\$182.05	\$7,861.23	-\$7,361.23	1572.25%
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	\$59.48	\$591.97	\$408.03	59.20%
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	\$34.56	\$333.96	\$666.04	33.40%
443	Sales Tax	\$0.00	\$24.00	\$383.00	-\$383.00	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	\$1,041.40	\$208.60	83.31%
DEPT 45500 Library		\$70,359.00	\$6,076.38	\$72,618.40	-\$2,259.40	103.21%
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	\$0.00	\$253.00	\$47.00	84.33%
DEPT 47014 2012 Series A		\$216,455.00	\$0.00	\$212,455.50	\$3,999.50	98.15%
DEPT 47015 47015 Series 2015B						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47015 47015 Series 2015B		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 48000 Recycling						
384	Refuse/Garbage Disposal	\$32,340.00	\$2,433.00	\$26,815.36	\$5,524.64	82.92%
388	Recycling Expenses	\$100.00	\$0.00	\$286.00	-\$186.00	286.00%
430	Miscellaneous	\$2,340.00	\$262.00	\$2,882.00	-\$542.00	123.16%
DEPT 48000 Recycling		\$34,780.00	\$2,695.00	\$29,983.36	\$4,796.64	86.21%
FUND 101 GENERAL FUND		\$5,238,587.00	\$586,551.16	\$4,088,488.70	\$1,150,098.30	78.05%
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	NOVEMBER 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	NOVEMBER 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	\$136,000.00	\$136,000.00	\$0.00	100.00%
610	Interest	\$11,220.00	\$5,610.00	\$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	\$141,610.00	\$147,220.00	\$300.00	99.80%
FUND 301 DEBT SERVICE FUND		\$149,920.00	\$141,610.00	\$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	NOVEMBER 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	\$0.00	\$6,372.96	-\$6,372.96	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	\$0.00	\$6,536.71	-\$5,236.71	502.82%
DEPT 46001 TIF 1-9 MidWest Asst Living						
646	TaxIncrement 9-C&J Dev	\$10,200.00	\$0.00	\$0.00	\$10,200.00	0.00%
DEPT 46001 TIF 1-9 MidWest Asst Living		\$10,200.00	\$0.00	\$0.00	\$10,200.00	0.00%
FUND 405 TAX INCREMENT FINANCE PROJEC		\$11,500.00	\$0.00	\$6,536.71	\$4,963.29	56.84%
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	NOVEMBER 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	\$309.18	\$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	\$309.18	\$2,492.14	-\$2,492.14	0.00%

OBJ	OBJ Descr	2017 Budget	NOVEMBER 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	\$0.00	\$3,720.00	\$8,780.00	29.76%
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47009 2003 Joint Facility		\$12,500.00	\$0.00	\$3,720.00	\$8,780.00	29.76%
FUND 502 ECONOMIC DEVELOPMENT FUND		\$12,500.00	\$309.18	\$6,212.14	\$6,287.86	49.70%
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	\$8,817.73	\$80,112.70	-\$8,572.70	111.98%
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	\$661.32	\$5,294.16	\$71.84	98.66%
122	FICA	\$5,473.00	\$620.17	\$4,900.45	\$572.55	89.54%
131	Employer Paid Health	\$15,941.00	\$1,328.40	\$14,612.40	\$1,328.60	91.67%
132	Employer Paid Disability	\$663.00	\$61.66	\$663.94	-\$0.94	100.14%
133	Employer Paid Dental	\$1,172.00	\$86.00	\$960.00	\$212.00	81.91%
134	Employer Paid Life	\$67.00	\$5.60	\$61.60	\$5.40	91.94%
136	Deferred Compensation	\$650.00	\$75.00	\$600.00	\$50.00	92.31%
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	\$123.28	\$675.44	-\$425.44	270.18%
208	Instruction Fees	\$2,000.00	\$0.00	\$1,790.00	\$210.00	89.50%
210	Operating Supplies	\$1,500.00	\$142.41	\$1,130.12	\$369.88	75.34%
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	\$809.09	\$13,740.10	-\$6,740.10	196.29%
221	Repair/Maint Vehicles 306	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
222	Tires	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$1,500.00	\$2,377.51	\$9,261.41	-\$7,761.41	617.43%
229	Oper/Maint - Lift Station	\$12,000.00	\$13,451.26	\$20,812.51	-\$8,812.51	173.44%
230	Repair/Maint - Collection Syst	\$7,000.00	\$482.89	\$3,584.65	\$3,415.35	51.21%
231	Chemicals	\$10,000.00	\$1,094.61	\$18,030.99	-\$8,030.99	180.31%
258	Unif Tony/Ted/Gerald/Fire	\$300.00	\$0.00	\$319.95	-\$19.95	106.65%
303	Engineering Fees	\$1,000.00	\$148.00	\$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	NOVEMBER 2017 Amt	2017 YTD Amt	2017 YTD Balance	%YTD Budget
320	Communications	\$600.00	\$154.59	\$1,114.33	-\$514.33	185.72%
321	Communications-Cellular	\$1,400.00	\$118.51	\$1,453.36	-\$53.36	103.81%
322	Postage	\$800.00	\$0.00	\$993.65	-\$193.65	124.21%
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	\$2,551.03	\$23,337.16	\$2,662.84	89.76%
383	Gas Utilities	\$3,000.00	\$25.96	\$1,046.58	\$1,953.42	34.89%
384	Refuse/Garbage Disposal	\$0.00	\$0.00	\$514.80	-\$514.80	0.00%
406	Lab Testing	\$10,000.00	\$594.20	\$11,753.38	-\$1,753.38	117.53%
407	Sludge Disposal	\$12,000.00	\$0.00	\$15,660.00	-\$3,660.00	130.50%
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	\$35.98	\$132.96	\$1,367.04	8.86%
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	\$181,310.75	\$357,002.05	-\$124,600.05	153.61%
553	Capital Outlay - Other	\$0.00	\$0.00	\$42,558.12	-\$42,558.12	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	\$215,075.95	\$656,110.15	\$754.85	99.89%
FUND 601 SEWER OPERATING FUND		\$656,865.00	\$215,075.95	\$656,110.15	\$754.85	99.89%
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%
620	Fiscal Agent s Fees	\$750.00	\$0.00	\$242.00	\$508.00	32.27%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47007 2003 Series A Disposal		\$202,856.00	\$0.00	\$206,397.00	-\$3,541.00	101.75%

OBJ	OBJ Descr	2017 Budget	NOVEMBER 2017 Amt	2017 YTD Amt	2017 YTD Balance	%YTD Budget
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	\$0.00	\$206,397.00	-\$3,541.00	101.75%
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	\$943,546.29	\$5,558,837.81	\$713,390.19	88.63%

B.5.

City of Crosslake - Preliminary 11/30/2017 Preliminary Budget to Actual Analysis (Remove Debt Service, Capital Outlay and Operating Transfers)					
Description	2017 Budget	30-Nov	2017 YTD Amount	2017 YTD Balance	2017 %YTD Budget
Total Expense (From Month End Report For November 30, 2017)	\$ 6,272,228	\$ 943,546	\$ 5,558,838	\$ 713,390	88.63%
Adjustments:					
<u>Less: All DS Issues</u>					
(101-41400-600) Administration: Copier Lease	(864)	0	(720)	(144)	83.33%
(101-41910-600) Planning and Zoning: Copier Lease	(864)	0	(720)	(144)	83.33%
(101-42110-600) Police: Copier Lease	(144)	0	(120)	(24)	83.33%
(101-45100-600) Parks and Rec.: Copier Lease	(1,250)	(104)	(1,041)	(209)	83.31%
(101-45500-600) Library: Copier Lease	(1,250)	(104)	(1,041)	(209)	83.31%
(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)	0	(703)	403	0.0%
(301-47015-600) 2015 Series B - Principal	(136,000)	(136,000)	(136,000)	0	100.00%
(301-47015-610) 2015 Series B - Interest	(11,220)	(5,610)	(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)	0	(242)	(508)	32.27%
Total Debt Service	(573,602)	(141,818)	(570,165)	(3,437)	99.40%
<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)	(967)	(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)	(80)	(88,052)	39,052	179.70%
(101-42280-500) Fire Administration - Capital Outlay	(162,000)	(9,904)	(206,109)	44,109	127.23%
(101-42280-550) Fire Administration - Capital Outlay - Vehicles	0	0	0	0	0.00%
(101-43000-500) Public Works - Capital Outlay	(1,941,500)	340,497	(1,236,346)	(705,154)	63.68%
(101-43100-500) Cemetery - Capital Outlay	(1,000)	0	0	(1,000)	0.00%
(101-45100-500) Parks and Recreation - Capital Outlay	(60,000)	(7,690)	(54,047)	(5,953)	90.08%
(101-45500-500) Library	(3,063)	0	(3,858)	795	0.00%
(601-43200-500) Sewer - Capital Outlay	(232,402)	(181,311)	(399,560)	167,158	171.93%
Total Capital Outlay	(2,501,051)	140,545	(2,042,087)	(458,964)	81.65%
<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%
Total Operating Transfers Between Funds	(217,805)	0	(447,873)	230,068	0%
<u>Less: Depreciation/Amortization</u>					
(601) Depreciation	(200,000)	0	0	(200,000)	0.00%
Adjusted Expenditures	\$ 2,779,770	\$ 942,273	\$ 2,498,713	\$ 281,057	89.89%
Linear Assumption (11 Month/12 Months) = 91.67%					
	91.67%	\$ 5,749,542			-1.78%

City of Crosslake
11/30/217

Depository	Percent of Total Bank Balance	Bank Balance	Less: Insurance FDIC/NCUA	Deposits Requiring Collateral	Amount of Collateral Required (110% of		Market Value of Collateral Provided	Sufficient (Insufficient) Collateral Coverage	Collateral Description	Expiration Date
					Deposits Requiring Collateral)					
BlackRidge Bank	43.5%	\$ 211,314	\$ 250,000	\$ 0	\$ 0	\$ 0	\$ 0	0		
Frandsen Bank and Trust	56.5%	\$ 274,023	\$ 250,000	\$ 24,023	\$ 26,425	\$ 1,317,812	\$ 1,268,638		3132J4FG9 FHLMC POOL G30866, 4.00	4/1/2034
Totals	100.0%	\$ 485,337		\$ 24,023	\$ 26,425	\$ 1,317,812	\$ 1,268,638			

B.6.

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



B.7.
37028 County Road 66
Crosslake, Minnesota 56442
www.cityofcrosslake.org

MEMO TO: City Council

FROM: Michael R. Lyonais *MR*
City Administrator/Treasurer

DATE: December 11, 2017

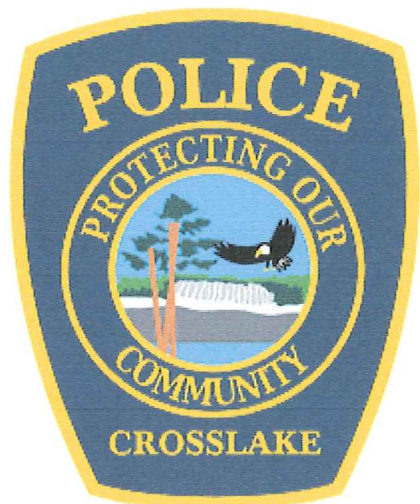
SUBJECT: Tax Increment Financing Reimbursement

I am requesting approval to reimburse 90% of the incremental tax revenue received from the Assisted Living Facility TIF District 1-9, Midwest Properties, for the second half tax payment paid the City in December 2017 from Crow Wing County. The amount received, the amount being retained for administrative costs and the amount to be released is listed below.

<u>Developer</u>	<u>City Taxes Paid</u>	<u>10% Administrative Fee</u>	<u>Amount Due Developer</u>
Assisted Living	\$ 6,442.72	\$ 644.27	\$ 5,798.45

A motion is required to release this payment.
(Council Action – Motion)

B. 8.



CROSSLAKE POLICE DEPARTMENT

MONTHLY REPORT

November

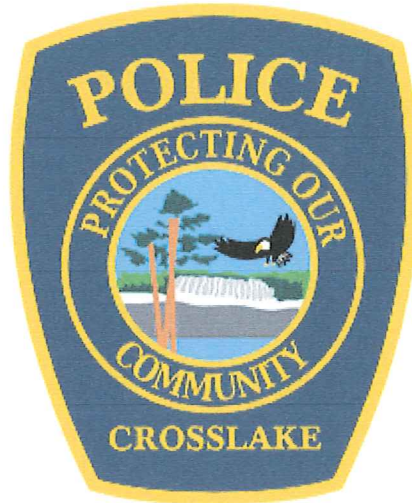
2017

Crosslake Police Department
Monthly Report
November 2017

911 Hangup	1
Agency Assist	20
Alarm	24
Animal Complaint	8
Burglary	1
Civil Problem	3
Disturbance	1
Driving Complaint	2
Ems	16
Fight	1
Found Property	1
Fraud	1
Gun Permits	2
Hazard In Road	1
Housewatch	2
Information	10
Lost Property	1
Motorist Assist	1
Noise Complaint	1
Open Door	1
Parking Complaint	1
Personal In Accident	1
Property Damage Acc	5
Public Assist	1
Shooting Complaint	1
Suspicious Person	1
Suspicious Vehicle	3
Theft	1

Traffic Arrest	1
Traffic Citations	7
Traffic Warnings	38
Welfare Check	4
Total	162

B.9.



CROSSLAKE POLICE DEPARTMENT

MISSION TOWNSHIP MONTHLY REPORT

November

2017

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

911 Hangup	1
Driving Complaint	1
Ems	2
Fraud	1
Housewatch	2
Suspicious Vehicle	2
Traffic Citations	12
Traffic Warnings	23
Trespass	1
Total	45

B.10.



Crosslake Fire Department

Date: November 2017

Incidents

Description of Incident	Calls	YTD	2016
3 - Rescue & Emergency Medical Services			
311 - Medical Assist - Assist EMS Crew	17	251	213
300 - Rescue, EMS Incident		1	1
322 - Motor Vehicle Accident with Injuries	1	8	9
324 - Motor Vehicle Accident with No Injuries		1	
340 - Search for Lost Person		2	1
362 - Ice Rescue			1
326 - Snowmobile Accident With Injuries			
Total Medical:	18	263	225
1 - Fire			
111 - Building Fire		4	6
111 - Building Fire (Mutual Aid)		1	2
114 - Chimney Fire			1
112/118/113 - Fire Other		3	
143 - Grass Fire/Wildland Fire		4	10
131 - Automobile Fire			3
Total Fire:	0	12	22
4 - Hazardous Condition (No Fire)			
411 - Gasoline or other Flammable Liquid Spill		1	
412 - Gas Leak (Natural Gas or LPG)		6	6
444 - Power Line Down/Trees on Road		2	2
Total Hazardous Condition:	0	9	8
5 - Service Call			
571 - Cover Assignment, Standby		2	5
561 - Unauthorized Burning			
Total Service Calls:	0	2	5
6 - Good Intent Call			
611 - Dispatched and Cancelled en route		8	9
600 - Good Intent Call		3	
609 - Smoke scare, Odor of smoke		2	5
Total Good Intent:	0	13	14
7 - False Alarm & False Call			
743 - Smoke Detector Activation - No Fire	1	14	11
746 - Carbon Monoxide Detector Activation - No CO		1	4
731 - Sprinkler Activation due to Malfunction			1
Total False Alarms:	1	15	16

Total Incidents:	19	314	290
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**NORTH AMBULANCE
CROSSLAKE**

NOVEMBER 2017 RUN REPORT

TOTAL CALLOUTS: **59**

NIGHT: 29 DAY: 30

No Loads:	11
Cancels:	09
Fire Standbys:	00
Police Standbys:	00
Transported Patients:	30

CROSSLAKE:	41 (10 No Load, 7 Cancel)
BREEZY POINT:	05 (1 No Load)
IDEAL:	00
MISSION:	00
FIFTY LAKES:	00
MANHATTAN BEACH:	00
CENTER:	00
TIMOTHY:	00

MUTUAL AID TO:

PINE RIVER:	09 (1 Cancel)
BRAINERD:	04 (1 Cancel)

BLS TRANSFERS:	00
ALS TRANSFERS:	00

ALS INTERCEPTS (ADVANCED LIFE SUPPORT):

BRAINERD:	00
PINE RIVER:	00
AIRCARE:	00

B. 12.

PERMITS	November-2017	Year-to-Date 2017	November-2016	Year-to-Date 2016
New Construction (Dwellings)	1	47	2	28
Septic - New	0	40	1	18
Septic Upgrades	0	26	5	19
Porch / Deck	1	49	3	38
Additions	2	23	2	24
Landscape Alterations	1	58	0	53
Access. Structures	3	38	1	36
Demo/Move	0	21	0	2
Signs	1	3	0	4
Fences	0	9	0	5
E911 Addresses Assigned	1	38	0	17
Total Permits	10	352	14	244

ENFORCEMENT / COMPLAINTS	Year-to-Date 2017	Year-to-Date Closed	Year-to-Date Open	Year-to-Date % Closed
Enforcement	10	9	0	90%

CUSTOMER SERVICE STATISTICS	November-2017	Year-to-Date 2017	November-2016	Year-to-Date 2016
Counter Visits	52	947	28	841
Phone Calls	92	1610	85	1464
Email	41	510	16	498
Total	185	3067	129	2803

Call For Service	5	73	3	85
Shoreland Rapid Assessment Completed (Buffer)	2	26	2	32
Stormwater Plans Submitted	4	73	6	91
Site Visits	22	536	29	539

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	164	9	148	3
Passing Septic Compliance Percentage		94.5%		97.9%

PUBLIC HEARINGS	November-2017	Year-to-Date 2017	November-2016	Year-to-Date 2016
DRT	0	25	1	28
Variance	2	19	1	14
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	1	3	0	5

B.13.



STATED MINUTES

City of Crosslake Planning Commission/Board of Adjustment

October 27, 2017
9:00 A.M.

Crosslake City Hall
37028 County Road 66
Crosslake, MN 56442

1. Present: Chair Aaron Herzog; Vice-Chair Mark Wessels; Joel Knippel; Mark LaFon; Matt Kuker and Alternate Mark Lindner; Alternate Bill Schiltz; and Council Member Dave Nevin
2. Absent: None
3. Staff: Jon Kolstad, Crosslake Land Services Specialist and Cheryl Stuckmayer, Customer Service Specialist
4. 9-22-17 Minutes & Findings – **Motion by Wessels; supported by Knippel to approve the minutes & findings as written. All members voting “Aye”, Motion carried.**
5. Old Business
 - 5.1 None
6. New Business
 - 6.1 Thomas P Luskey Jr – Variance for a lake setback, wetland setback and height
7. Other Business
 - 7.1 Staff Report
8. Open Forum
9. Adjournment

Thomas P Luskey Jr
141390000840009

Herzog announced the variance request and invited Luskey, the applicant/owner, to the podium. Kolstad read the variance request, one comment received, FEMA-elevations/Letter of Map Amendment (LOMA)/Regulatory Flood Protection Elevation (RFPE), stormwater management plan, septic compliance, wetland delineation, history of the parcel and the surrounding parcel history into the record. Luskey explained the safety need for a covered entry due to the plans for a metal roof. A discussion was held on the fire pit location with Luskey explaining the history and his working with the DNR to improve that area to their requirements and maintenance needs. Herzog opened the public hearing with no one in attendance to respond, therefore the public hearing was closed. Nevin asked for clarification on the wetland requirements with Kolstad responding. Herzog indicated that the proposed project cannot go towards the road due to the location of the mound system. 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.

October 27, 2017 Action:

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

- 1. Lake setback of 45 feet where 75 feet is required to proposed addition, deck, second story addition and open covered entry**
- 2. Wetland setback of 1 foot where 15 feet is required to proposed deck**
- 3. Increase height of nonconforming structure from 19 feet to not exceed 30 feet**

To construct:

- 624 square foot addition**
- 230 square foot deck**
- 864 square foot second story addition**
- 60 square foot open covered entry**

Per the findings of fact as discussed, the on-sites conducted on 10-26-17 and as shown on the certificate of survey received at the Planning & Zoning office dated 10-2-17 for property located 36853 Bonnie Lakes Lane, Sec 13, 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 10-27-19

- 1. Work with the staff to implement and expand on the submitted stormwater plan**
- 2. Implement and maintain the required shoreline rapid assessment model results of 10 feet on 70% of the shoreline width**
- 3. Work with staff to implement and maintain erosion/sediment control where necessary during and after project construction**
- 4. Bottom floor elevation must be at or above Regulatory Flood Protection Elevation (RFPE) as certified by a licensed surveyor**

5. Fire pit to remain in current location, with proper maintenance and disposal of ashes

Findings: See attached

All members voting “Aye”, Motion carried.

Other Business:

1. Staff report
 - a. Monthly city council report - highlights
 - i. Increase in addresses
 - ii. Increase in nonconforming septic systems
 - iii. Increase in contacts from realtors, real-estate buyers, and residents depicting that comfort levels and confidence in the staff has increased
 - b. Permits – townhomes, duplexes & a four-plex
 - c. Development Review Team (DRT) had one October monthly meeting
 - d. November public hearing applications and the meeting date
2. Chris Pence is moving on with Paul Herkenhoff filling Chris’ planning & zoning role
3. Possibility of Kolstad becoming certified for septic systems
4. Thoughts on water-oriented accessory structure variances to increase size

Open Forum:

1. Herzog gave an update on the comprehensive plan
 - a. Draft to possibly come before the commissioners in December than the city council in January – this maybe aggressive – the more ideal timing would be a month later for each board to evaluate
2. Comprehensive plan joint meeting with city council on 11-13-17 at 6:00

Matters not on the Agenda:

1. There were no matters not on the agenda

Motion by Knippel; supported by LaFon to adjourn at 9:53 A.M.

All members voting “Aye”, Motion carried.

Respectfully yours,

Cheryl Stuckmayer

Cheryl Stuckmayer
Customer Service Specialist

Posted: November 14, 2017

Park/Library Commission Meeting Rescheduled

The Park/Library Commission meeting that was scheduled for Wednesday, November 22nd at 2:00 is being rescheduled to Wednesday, November 29th at 2:00 P.M. at the Crosslake Community Center.

**Jon Henke, Director
Crosslake Parks, Recreation and Library**

B. 14.

CITY OF CROSSLAKE
PUBLIC WORKS COMMISSION
MEETING MINUTES
MONDAY, OCTOBER 2, 2017
4:00 P.M. – CITY HALL

Pursuant to due notice and call the Public Works Commission held its regular monthly meeting on Monday, October 2, 2017 in City Hall. The meeting was called to order at 4:00 P.M. by Chairman Darrell Shannon with the following members present: Darrell Shannon, John Pribyl, Doug Vierzba, Dale Melberg, and Alternate Mic Tchida. Tim Berg was absent. Also in attendance were City Administrator/Treasurer Mike Lyonais, Council Liaison Dave Schrupp, Mayor Patty Norgaard, Public Works Director Ted Strand, and Engineer Mike Rardin.

A MOTION WAS MADE BY DOUG VIERZBA, SECONDED BY DALE MELBERG TO APPROVE THE SEPTEMBER 5, 2017 MEETING MINUTES. AYES: ALL.

Ted Strand reported that paving is complete on the 2017 Road Improvement Projects. Seeding and striping will take place next week.

Ted Strand reported that the bypass road at the Dream Island Bridge will be open this afternoon and the old bridge will be removed tomorrow. The new bridge is scheduled to be substantially completed by the end of November. A brief discussion ensued regarding the upcoming assessment hearing and easement negotiations.

Ted Strand gave a brief update on the 2018 Road Improvements which include Shadywood Street, Manhattan Point Boulevard and trail, and City Hall parking lot.

Ted Strand asked that the proposal for the 5-Year Road Maintenance Plan be pulled from the agenda.

Ted Strand presented and reviewed a draft snowplowing policy with the Commission. Darrell Shannon asked if the plow could push snow to the opposite side of the street where there are no homes. Ted Strand replied that this could be a dangerous act and would not want that to be written in the policy. Plow drivers use their best judgement when determining how to plow. A MOTION WAS MADE BY DALE MELBERG AND SECONDED BY DOUG VIERZBA TO RECOMMEND COUNCIL APPROVAL OF THE DRAFT SNOWPLOWING POLICY AS PRESENTED. MOTION CARRIED WITH ALL AYES.

Ted Strand reported that the contractor has moved equipment into the sewer plant and construction should begin next week. Ted Strand stated that the plant is working okay and that it had high flows over the weekend during Crosslake Days. The plant is still being run manually. Substantial completion is estimated for late spring. The well is in and tested at 1,000 gallons per minutes. Darrell Shannon asked if the televising of the precipitator was ever completed. Ted Strand replied that they were unable to get the camera through the pipe. When the tank is empty next spring, they will try to get it through from the other side.

Included in the packet for information was a letter dated September 21, 2017 from Crow Wing County regarding County Road 36 construction scheduled for 2020.

Mayor Norgaard asked what the status of the salt/sand building was. Ted Strand replied that staff is trying alternative fixes for the building to see if they can get the building to move back towards the south. The estimated cost is \$20,000 which will be split 53/47 with the County.

Mayor Norgaard asked why the trees at the new Charter School sight are being removed. Ted Strand stated that he heard that there was an error in the proposed elevation of the building and the trees needed to be removed for sewer drainage.

Mayor Norgaard asked if the bids for the sewer plant upgrades would have been lower if the project had been bid in January. Mike Rardin of Bolton & Menk replied that the price probably would have increased if the City waited to do the project because there is less competition and more work.

There being no further business at 4:34 P.M., A MOTION WAS MADE BY DOUG VIERZBA AND SECONDED BY DALE MELBERG TO ADJOURN THE MEETING. MOTION CARRIED WITH ALL AYES.


Charlene Nelson
City Clerk

APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702

(Instructions on reverse side)

PAGE 1 OF 2 PAGES

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

PROJECT: CROSSLAKE WWTF IMPROVEMENTS

APPLICATION NO: 3
PERIOD TO: 11/29/17
PROJECT NOS: M25.113425

Distribution to
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

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	\$269,344.00
5 RETAINAGE:	
a. 5% of Completed Work (Columns D + E on G703)	\$13,467.20
b. 5% of Stored Material (Column F on G703)	\$13,467.20
Total Retainage (Line 5a + 5b or Total in Column I of G703)	\$255,876.80
6 TOTAL EARNED LESS RETAINAGE	
(Line 4 less Line 5 Total)	\$112,902.75
7 LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$142,974.05
8 CURRENT PAYMENT DUE	\$1,971,123.20
9 BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	

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. 20006-5052 * WARNING: Unlicensed photocopying violates U.S. copyright laws and will subject the violator to legal prosecution

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

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

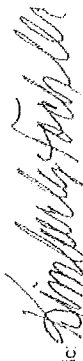
CONTRACTOR:

Date: 11/29/17

By: 
Scott Freudenrich



State of: Minnesota
County of: Morrison

Subscribed and sworn to before me this 29 day of November

Notary Public: 
My Commission Expires January 31, 2022
KIMBERLY BETH POOLLEY
NOTARY PUBLIC - MINNESOTA
MY COMM. Exp. Jan. 31, 2022

ARCHITECT'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED: \$ 142,974.05
(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)
ARCHITECT: 
By: 
Date: 11/29/2017

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

G702-1992

B. 15.

CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side)

PAGE 2 OF 2 PAGES

AIA Document G702 APPLICATION AND CERTIFICATE FOR PAYMENT

containing Contractor's signed Certification, is attached
In tabulations below, amounts are stated to the nearest dollar

Use Column I on Contracts where variable retainage for line items may apply

APPLICATION NO. 3
APPLICATION DATE: 11/29/2017
PERIOD TO: 11/29/2017
ARCHITECT'S PROJECT NO. M25 113425

A	B	C	D		E		F	G	H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN DORE)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G/C)	BALANCE TO FINISH (C-G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)							
1	PERMITS, BONDS, AND INSURANCE	63,000.00	63,000.00		0.00		63,000.00	100%	0.00	3,150.00
2	ADMINISTRATION & SITE SUPERVISION	27,250.00	2,180.00		2,180.00		4,360.00	16%	22,890.00	218.00
3	ALLOWANCES	75,000.00	0.00		0.00		0.00	0%	75,000.00	0.00
4	MOBILIZATION	7,500.00	7,500.00		0.00		7,500.00	100%	0.00	375.00
5	TEMPORARY UTILITIES/CONSTRUCTION	2,500.00	200.00		1,050.00		1,250.00	50%	1,250.00	62.50
6	REMOVALS	69,800.00	3,490.00		0.00		3,490.00	5%	66,310.00	174.50
7	EARTHWORK & SITE UTILITIES	194,900.00	19,490.00		19,490.00		38,980.00	20%	155,920.00	1,949.00
8	EROSION CONTROL & TURF RESTORATION	1,000.00	0.00		0.00		0.00	0%	1,000.00	0.00
9	CONCRETE	282,100.00	14,105.00		110,019.00		124,124.00	44%	157,976.00	6,206.20
10	MASONRY	500.00	0.00		0.00		0.00	0%	500.00	0.00
11	METALS	63,900.00	0.00		0.00		0.00	0%	63,900.00	0.00
12	CARPENTRY, INSULATION, & SEALANTS	5,000.00	0.00		0.00		0.00	0%	5,000.00	0.00
13	PAINTING	49,750.00	0.00		0.00		0.00	0%	49,750.00	0.00
14	HYDRAULIC GATES	26,250.00	0.00		0.00		0.00	0%	26,250.00	0.00
15	CENTRIFUGAL & SUBMERSIBLE PUMPS	48,250.00	0.00		0.00		0.00	0%	48,250.00	0.00
16	VORTEXT PUMP	20,000.00	0.00		0.00		0.00	0%	20,000.00	0.00
17	SCREEN, BLOWERS, AERATION, & MIXERS	222,000.00	0.00		0.00		0.00	0%	222,000.00	0.00
18	PORTABLE HOIST	7,000.00	0.00		0.00		0.00	0%	7,000.00	0.00
19	PROCESS PIPE & VALVES	165,800.00	0.00		0.00		0.00	0%	165,800.00	0.00
20	HVAC	7,500.00	0.00		0.00		0.00	0%	7,500.00	0.00
20	ELECTRICAL & CONTROLS	888,000.00	8,880.00		17,760.00		26,640.00	3%	861,360.00	1,332.00
		2,227,000.00	118,845.00		150,499.00	0.00	269,344.00	12%	1,957,656.00	13,467.20

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: Unlicensed photocopying violates U.S. copyright laws and will subject the violator to legal prosecution

G703-1992

B. 16.

PARTIAL PAYMENT ESTIMATE NUMBER 3									
Name of Contractor: Redstone Construction, LLC P.O. Box 218 Mora, MN 55051									
Name of Owner: City of Crosslake									
Date of Completion: Original: November 30, 2017 Substantial Completion July 13, 2018 Final				Amount of Contract: Original: \$465,787.25		Dates of Estimate: From: Start November 6, 2017 To: December 4, 2017			
Revised: _____									
Description of Project: SAP 018-597-009 Dream Island Bridge Replacement WSN No. 0107B0147.000									
ITEM NO.	ITEM DESCRIPTION	CONTRACT ITEMS			THIS PERIOD		TOTAL TO DATE		
		QTY.	UNIT	UNIT PRICE	AMOUNT	QTY.	AMOUNT	QTY.	AMOUNT
1	MOBILIZATION	1	LUMP SUM	\$50,000.00	\$50,000.00		\$0.00	0.75	\$37,500.00
2	CLEARING & GRUBBING	1	LUMP SUM	\$5,000.00	\$5,000.00		\$0.00	1	\$5,000.00
3	REMOVE 1-CABLE GUARDRAIL	334	LIN FT	\$13.50	\$4,509.00		\$0.00	334	\$4,509.00
4	REMOVE BITUMINOUS PAVEMENT	1430	SY	\$4.00	\$5,720.00		\$0.00	1430	\$5,720.00
5	SAWING BITUMINOUS PAVEMENT (FD)	91	LIN FT	\$4.25	\$386.75		\$0.00		\$0.00
6	SELECT GRANULAR BORROW MOD. 10% (CV)	220	CY	\$30.50	\$6,710.00		\$0.00	220	\$6,710.00
7	COMMON BORROW (LV)	841	CY	\$5.00	\$4,205.00		\$0.00	250	\$1,250.00
8	ONE-LANE BYPASS	1	LUMP SUM	\$57,000.00	\$57,000.00	0.25	\$14,250.00	1	\$57,000.00
9	EXCAVATION SPECIAL (P)	321	CY	\$21.00	\$6,741.00	61	\$1,281.00	321	\$6,741.00
10	DOZER	10	HOUR	\$120.00	\$1,200.00		\$0.00		\$0.00
11	AGGREGATE BASE, CLASS 5	853	TON	\$22.50	\$19,192.50	340	\$7,650.00	340	\$7,650.00
12	TYPE SP 12.5 WEARING COURSE MIXTURE (2,C)	271	TON	\$83.00	\$22,493.00		\$0.00		\$0.00
13	STRUCTURAL CONCRETE (3B52) (P)	39	CY	\$950.00	\$37,050.00		\$0.00	39	\$37,050.00
14	REINFORCEMENT BARS (EPOXY COATED) (P)	11270	POUND	\$1.50	\$16,905.00		\$0.00	11270	\$16,905.00
15	STRUCTURE EXCAVATION	1	LUMP SUM	\$5,000.00	\$5,000.00		\$0.00	1	\$5,000.00
16	SLOPE PREPARATION	1	LUMP SUM	\$4,000.00	\$4,000.00		\$0.00	1	\$4,000.00
17	BRIDGE SLAB CONCRETE (3VHPC-M) (P)	1060	SF	\$40.00	\$42,400.00		\$0.00	1060	\$42,400.00
18	STRUCTURAL STEEL (3306) (P)	310	POUND	\$7.00	\$2,170.00		\$0.00	310	\$2,170.00
19	ELASTOMERIC BEARING PAD TYPE 1	8	EACH	\$100.00	\$800.00		\$0.00	8	\$800.00
20	GLUED LAMINATED RAIL	99	LIN FT	\$200.00	\$19,800.00		\$0.00	99	\$19,800.00
21	PRESTRESSED CONCRETE BEAMS 18RB-48	189	LIN FT	\$235.00	\$44,415.00		\$0.00	189	\$44,415.00
22	REMOVE EXISTING BRIDGE	1	LUMP SUM	\$8,500.00	\$8,500.00		\$0.00	1	\$8,500.00
23	C.I.P. CONC. PILING DELIVERED 12"	450	LIN FT	\$25.50	\$11,475.00	78.5	\$2,001.75	450	\$11,475.00
24	C.I.P. CONC. PILING DRIVEN 12"	450	LIN FT	\$1.00	\$450.00		\$0.00	371.5	\$371.50
25	C.I.P. CONC. TEST PILES 85 FT. LONG 12"	2	EACH	\$7,500.00	\$15,000.00		\$0.00	2	\$15,000.00
26	PILE POINTS 12"	8	EACH	\$200.00	\$1,600.00		\$0.00	8	\$1,600.00
27	RANDOM RIPRAP CLASS III	368	CY	\$46.00	\$16,928.00	178	\$8,188.00	283	\$13,018.00
28	GEOTEXTILE FILTER TYPE VII	796	SY	\$3.00	\$2,388.00	342	\$1,026.00	612	\$1,836.00
29	SPECIAL SURFACE TREATMENT	540	SF	\$4.00	\$2,160.00		\$0.00		\$0.00
30	INSTALL 3-CABLE GUARDRAIL	313	LIN FT	\$41.00	\$12,833.00	313	\$12,833.00	313	\$12,833.00
31	TRAFFIC CONTROL	1	LUMP SUM	\$14,500.00	\$14,500.00	0.25	\$3,625.00	0.75	\$10,875.00
32	SILT FENCE, TYPE HEAVY DUTY	744	LIN FT	\$2.50	\$1,860.00	42	\$105.00	744	\$1,860.00
33	FLOTATION SILT CURTAIN TYPE STILL WATER (E)	465	LIN FT	\$12.50	\$5,812.50	105	\$1,312.50	570	\$7,125.00
34	EROSION CONTROL SUPERVISOR	1	LUMP SUM	\$250.00	\$250.00	0.25	\$62.50	0.75	\$187.50
35	COMMON TOPSOIL BORROW	66	CY	\$45.00	\$2,970.00	66	\$2,970.00	66	\$2,970.00
36	EROSION CONTROL BLANKET CAT. 3N	1130	SY	\$1.95	\$2,203.50		\$0.00		\$0.00
37	TURF REINFORCEMENT MAT CAT. 3	376	SY	\$10.00	\$3,760.00		\$0.00	182	\$1,820.00
38	TURF ESTABLISHMENT	1	LUMP SUM	\$2,000.00	\$2,000.00		\$0.00		\$0.00
39	RAPID STABILIZATION METHOD 3	18	MGAL	\$300.00	\$5,400.00	3	\$900.00	3	\$900.00
PROJECT TOTAL					\$465,787.25	\$56,204.75	\$394,991.00		
					THIS PERIOD	TOTAL TO DATE			
AMOUNT EARNED					\$56,204.75	\$394,991.00			
AMOUNT RETAINED (5% of Contract)					\$2,810.24	\$19,749.55			
PREVIOUS PAYMENTS						\$321,846.94			
AMOUNT DUE					\$53,394.51	\$53,394.51			

Estimated Percentage of Job Completed: 84.8%

Is Contractor's Const. Progress on Schedule: Yes

CONTRACTOR'S CERTIFICATION:

The undersigned Contractor certifies that to the best of their knowledge, information and belief the work covered by this payment estimate has been completed in accordance with the contract documents, that all amounts have been paid by the Contractor for work for which previous payment estimates were issued and payments received from the Owner, and that current payment shown herein is now due.

Redstone Construction, LLC

BY: 

Date: 12/4/17

APPROVED BY OWNER:
City of Crosslake

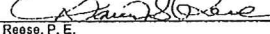
BY: _____
Charlene Nelson, City Clerk

Date: _____

ENGINEER'S CERTIFICATION:

The undersigned certifies that the work has been carefully inspected and to the best of their knowledge and belief, the quantities shown in this estimate are correct and the work has been performed in accordance with the contract documents.

ENGINEER: WIDSETH SMITH NOLTING

BY: 
David S. Reese, P. E.

Date: 12-4-17

B.17.

Crosslake Roll-Off & Recycling Services

November 2017

	Mixed	Paper	Aluminum	Tin	Glass	Plastic	Metal	Cardboard	Electro	Total lbs	2000#	Total Tons
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										0	2000	0

TOTAL IBS	92120	8535	7980	87860	40000	92960	99960	37
2000#	2000	2000	2000	2000	2000	2000	2000	2000
TOTAL TONS	46.06	4.2675	3.99	43.93	20	46.48	49.98	0.019

Tires 0

SCORE REPORT FORM

B.
18.

Mo./Yr. **October 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) **19,702**
Corrugated Cardboard **2,921**
Newspaper **-**
Mixed Paper (News, Mags, Mixed Mail, CDBD) **16,781**

Metal: Appliances, misc...

Commingled Materials: (includes) **13,346**

%		lbs
5%	Metals- Aluminum Cans	667
21%	Tin Cans	2803
61%	Glass-	8141
	Clear bottles	
	Green bottles	
	brown bottles	
10%	Plastic - #1 & #2 bottles	1335
3%	Reject	400
100%		13346

Total LBS.	33,048	0
Total Tons	16.52	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%	37,592	29,897
BAX	1546	93%	1441	32%	34,155	27,163
B.P.	659	87%	572	13%	13,558	10,782
P.L.	263	77%	202	4%	4,788	3,808
C.L.	1015	70%	708	16%	16,781	13,346
C TWNSP	0	0%	0	0%	2,442	724
NIS	70	0%	0	0%	-	-
	6293	72%	4509	100%		

Crosslake Economic Development Authority
Meeting Minutes
8:30 A.M. – 10:18 A.M. November 2, 2017 Crosslake City Hall

Members present: Dean Fitch, Jo Smith, Roger Roy, Gary Heacox, Patty Norgaard
Others present: Josh Netland, Crosslake Communications/ECTC General Manager, Tyler Glynn, BLAEDC Economic Development Officer, Bart Taylor, RiverWood Bank Manager, Kristin Mroz, Environmental Quality Board Local Government Coordinator, John Gunstad, Crosslake resident, Martha Steele, Mission Township resident

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

Dean Fitch announced that the September Meeting minutes would be delayed until the December Meeting. Both the September and November Meeting minutes will be approved at that time.

After introductions were made, Dean Fitch asked Bart Taylor, the Crosslake representative on the BLAEDC Unified Fund Board, for an update. He reported that there is currently one loan on the table and possibly another with Crosslake connections. With more communities providing funds, the pool of dollars has expanded, but it is a slow process. Communities have difficulty giving up control and Crosslake should be applauded for being leaders in the process. Tyler Glynn added that economic development groups from around the state are taking an interest in the concept. Patty Norgaard questioned if the loan approval process was easier and Tyler Glynn acknowledged that there were growing pains, but the pathway is much quicker. He emphasized that BLAEDC is just the presenter. Bart Taylor stressed the importance of communication and awareness and it was suggested that a meeting with the bankers of Crosslake was warranted.

Dean Fitch emphasized that marketing is a priority and follow-up needs to be done to include a discussion of social media and the digital fingerprint. Seasonal homeowners with businesses elsewhere need to be identified. Emphasizing the importance of the infrastructure and the strength of the fiber optic culture in Central Minnesota is key and a factor in people choosing where they want to live.

Patty Norgaard shared that she had learned about GreenStep Cities three years ago and realized that the GreenStep program could provide resources to Crosslake in becoming more environmentally aware. She introduced Kristin Mroz who in turn provided a presentation of the program. Kristin Mroz described the GreenStep Cities program as a challenge, assistance and recognition program for taking more sustainable action. It is free to join and it provides technical assistance and recognition. There are 29 Best Practices with 170 possible actions under the headings of Buildings and Lighting, Land Use, Transportation, Environmental Management and Economic and Community Development. Kristin Mroz noted that as a result of the MN Design Team initiatives, many of the actions are already being done and Crosslake should be recognized for the work they are doing. She emphasized the importance of measuring the impact and the resources that would be available to help identify what is important to the community. Patty Norgaard questioned if Ideal Township could be included with Crosslake in the

project and even though it had never been done before, Kristin Mroz stated she would be open to a possible pilot situation. It is important to identify the actions the city wants to complete as there are many different paths for doing the work. Updating Crosslake's Comprehensive Plan could fit into the GreenStep Cities program. It was proposed to address the actions at the January 11th workshop. In the meantime, EDA members are to research ideas at the website (www.MNGreenStep.org) in order to identify possible action items to pursue and action items that are already being accomplished. It was noted that the concept of this program is a part of the EDA mission statement and could be an important factor in attracting businesses to the area. It was suggested that Melissa Birch, Clean Energy Resource Teams (CERTs) Central Coordinator, be invited to the January 11th meeting.

It was recommended that John Gunstad submit his application for EDA alternate.

Items to be discussed at the December 7th meeting:

- GreenStep Cities program process
- Marketing
- Commercial land use

There being no further business or announcements, Dean Fitch adjourned the meeting at 10:18 A.M.

Martha Steele
Volunteer

B.
20.

Park/Library Commission Minutes
Wednesday November 1, 2017
2:00 p.m.

Present - Mic Tchida, Jim Talbott, Sandy Melberg, John Pribyl, Margo Jordan, Councilman Brad Nelson, Councilman David Nevin and Park Director Jon Henke.

1. Approve August Minutes - The Commission did not meet in September.
Tchida moved the approval of the August Minutes. Pribyl seconded. Ayes-All

2. South Bay Park Update - Appraisal Information was distributed. The land that is needed to complete the road has been appraised at \$36,375. Councilman Nevin would like the property owners along the new and improved Perkins Road to bear some of the cost for the project. He stated that their property values would be increased with more green space between the residences and the new road location. Some of the current owners along the road would also be provided the opportunity to purchase additional property if the road was moved. Mr. Nevin also stated that to help keep project costs down initially the road could be built with class five. The Commission agreed that it was important that the land be acquired to continue with the goal of reaching the South Bay Park Property.

3. Dog Park Update - Jon stated that the Black Bear Path might be too small for the Dog Park as some of the volunteers are hesitant with the idea of the park in this location. Jon stated that South Bay Park may also be an option if the road is completed next year. The group will continue looking at different options. The ideal site would be close to an acre in size.

4. Volunteer Recruitment for the Patio Garden - Grants, College Credits, Volunteer hours, Prizes
Jon talked about the importance of acquiring more volunteers for the Patio Garden. He would like to work with local service organizations to try and come up with grant funding to possibly reward local students for their time in helping with the garden. If we lose the volunteers the City would have to choose to close down the garden or pay to have it maintained. The Commission supported Jon continuing to look for assistance in the maintenance of the garden.

5. Rental Office - Storage Room- Jon will try to raise 100% of the funds needed through grants. Would be located in the Community Center Lobby. Lions may donate. Jon and a LSS volunteer approached the Lions for assistance. Jon would also like to write a grant to Crow Wing Power to try and acquire money for the project. The office would be used to help seniors with computer training, the filing of taxes and also filing for Medicare. The office could also be rented out for business use if needed.

6. Maps of the Nordic Ridge Trail, Trail update

Jon explained that Crow Wing County is in the process of creating new maps for the Nordic Ridge Trail system at no cost to the City. There has also been a new Kiosk installed to the west of the Picnic Shelter. Park staff have placed you are here type signs along the trail to help guests while they are out exploring the trails.

7. Hearing Loops

Jon is researching the addition of Hearing Loops at the Community Center. Grant funding would be relied upon to install the hearing loops. Hearing loops enhance hearing for those in need. It operates by sending sound directly to one's hearing aid and eliminates background noise that frequently exists at meeting and social gatherings. Some hearing aids have the hearing loop feature built in, others do not. The technology has been around for a while but not many facilities offer hearing loops. Jon felt that they would be a great fit at the Community Center. A wire is installed around the perimeter of the meeting

room. The amplification would be sent through this loop and then transferred to those that had hearing aids in the audience.

8. Sound System - Council approved meeting room proposal and the new system is installed in the

Gym. Jon is working with Digital Horizon's on getting the meeting room sound system installed in December.

9. Crosslake's Nordic Ridge Rendezvous

Jon stated that the Park Department is working on a new program for Winterfest. The Crosslake Nordic Ridge Rendezvous will take place February 3rd, 2018. The first year will just be a group ski event with refreshments after the tour of the trails. In the future, we would like to create a ski race as part of the Winterfest celebration.

10. Zumba Instruction Proposal

Zumba instructor Denise Thompson is proposing a 60/40 split for revenues for the Zumba program. The City would receive 40% and the instructor would receive 60%. Melberg motioned to approve the compensation agreement with Denise Thompson. Pribyl seconded the motion. Ayes-All.

11. Increasing the Gym Fee for Private Rental from \$26 - \$40?

Jon pointed out that the gym fee for private rental should be reviewed. The Commission supported the idea of raising the private rental of the gym from \$26 to \$40. Motion made by Talbott, seconded by Tchida. Ayes - All.

12. Open Forum/Adjourn

Motion to adjourn made by Tchida, seconded by Talbott. Ayes- All.

B.
21.

City of Crosslake

RESOLUTION 17-27

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	\$143.00	Friday Bridge

; and

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

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

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

Passed this 11th day of December, 2017.

Patty Norgaard
Mayor

ATTEST:

Michael R. Lyonais
City Administrator
(SEAL)

B. 22.

**Kitchigami Regional Library System
Service Contract: City of Crosslake**

1. Parties to Agreement

This Agreement is between Kitchigami Regional Library System as service provider (hereinafter referred to as "KRLS") at 310 2nd St. Pine River MN and the City of Crosslake (hereinafter referred to as "city") on behalf of its community library (hereinafter referred to as "Crosslake Library").

2. Purpose of Agreement

This Agreement defines the services to be provided by Kitchigami Regional Library System to the Crosslake Library with funds provided by Crow Wing County and the responsibilities of the Crosslake Library.

3. Term of Agreement

This Agreement will be in place from 1 January 2018, provided that the agreement is signed by both parties and both parties have received signed copies through certified mail by 31 December 2017, through 31 December 2018. If the Agreement is not completed by 31 December 2017, it will be in force on the 1 day of the month following signatures and be in effect for 12 months retroactively from 1 January 2018.

4. Scope of Services: KRLS

Kitchigami Regional Library System will provide the following services, beginning 1 January 2018, or the 1st day of the month following completion of the negotiation process:

1. Facilitated borrower registration for KRLS borrowers who use the Crosslake library for pick up and return of library materials, within 7 days of receipt of fully completed borrower registration forms.
2. Interlibrary loan and intraregional loan borrowing to KRLS borrowers who use the Crosslake library for pick up and return of library materials through maintenance of that library as a pickup location.
3. Delivery services for library materials to and from the Crosslake library 3 days per week (Monday, Wednesday, Friday) on those days and weeks that deliveries are made to KRLS branch libraries. Deliveries may be interrupted by federal holidays, severe weather conditions or equipment interruptions; substitute delivery dates are not guaranteed by KRLS.
4. Information on and access to regional/statewide training opportunities.
5. Training materials and training of one local trainer selected by the Crosslake library on interlibrary loans support, borrower registration and delivery support as required. One training session will be provided on request within the contract period.

6. KRLS will issue a check to the City of Crosslake for the acquisition of materials for the Crosslake library collection, paid from the KRLS Crow Wing County reserve in the amount of \$5,000.00, within 30 days of the completion of the Agreement negotiations.

5. Scope of Service: City of Crosslake

The City of Crosslake commits to provide the following:

1. Registration of Kitchigami Regional Library System residents for KRLS borrower cards at no charge to the public, with verification of the residence requirements of the applicants.
2. A local trainer who will be responsible for training all local library workers on borrower registration, interlibrary loans and delivery.
3. The Crosslake library must be open or provide a secure location for delivery between 9:30 a.m. and noon on each of the delivery days described in paragraph 4.3 above.
4. All KRLS policies and procedures for registration, interlibrary loan, intraregional loans, delivery and electronic services will be followed.
5. The city must maintain a restricted fund for KRLS dollars paid to it for the purchase of library collection materials, which is audited annually and subject to review as described in paragraph 10 below.

6. Agreement Administration

All provisions of this Agreement shall be coordinated and administered by the persons identified in Paragraph 11.

7. Amendments

No amendments may be made to this Agreement after signing by the parties, except for extensions of time, or increases or reductions of the services to be performed as mutually agreed by the city and KRLS.

8. Data Practices

The city agrees to comply with the Minnesota Government Data Practices Act and all other applicable state and federal laws relating to data privacy or confidentiality. The city will immediately report to KRLS any requests from third parties for information relating to this Agreement. The KRLS board agrees to respond promptly to inquiries from the city concerning data requests. The city agrees to hold the KRLS library Board, its officers, and employees harmless from any claims resulting from the city's unlawful disclosure or use of data protected under state and federal laws.

The city will designate an official representative who will sign and maintain on file and submit to KRLS a copy of the KRLS Data Privacy and Non-disclosure of Information Policy included as Appendix A to this Agreement.

9. Compliance with the Law

The city agrees to abide by the requirements and regulations of The Americans with Disabilities Act of 1990 (ADA) including changes made by the ADA Amendments Act of 2008 (P.L. 110-325), the Minnesota Human Rights Act (Minn.Stat. DC.363) and Title VII of the Civil Rights Act of 1964. These laws deal with discrimination based on race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability or age. In the event of questions from the city concerning these requirements, the KRLS library board agrees to supply promptly all necessary clarifications. Violation of any of the above laws can lead to termination of this Agreement.

10. Audits

The city agrees that the KRLS library board, the State Auditor or any of their duly authorized representatives, at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt and transcribe any books, documents, papers, and records that are relevant and involve transactions relating to this Agreement.

11. Cancellation, Default and Remedies

Either party of this Agreement may cancel this Agreement upon sixty (60) days written notice, except that if the city fails to fulfill its obligations under this Agreement in a proper and timely manner, or otherwise violates the terms of this Agreement, the KRLS library board has the right to terminate this Agreement, if the city has not cured the default after receiving seven (7) days written notice of the default.

The city agrees to defend, indemnify and hold the KRLS library board, its officials, officers, employees and agents harmless from any liability, claims, charges, damages, costs, judgments or expenses, including reasonable attorney's fees, resulting directly or indirectly on account of any product, or any act or omission (including, without limitation, professional errors and omissions) of the city, its officers, agents, employees or anyone who would be liable in the performance of the services provided by this agreement and against all loss by reason of the failure of the city fully to perform, in any respect, all obligations under this Agreement.

The city agrees to perform all acts and make all payments, the legal obligation for which arise as a result of its activities and performance in connection with this contract, including obligations to third persons and government agencies.

12. Notices

Any notice or demand, authorized or required under this Agreement shall be in writing, and shall be sent by certified mail to the other party as follows:

To the city:

Designated Representative

To the KRLS Library Board:

Designated Representative

Marian F. Ridge, Director
Kitchigami Regional Library System
P.O. Box 84
Pine River, MN 56474

Signatures



Chair, Kitchigami Regional Library Board

Date:

11/16/17

Date:

Mayor, City of Crosslake

B.
23.

MEMO TO: City Council

FROM: Charlene Nelson
City Clerk

DATE: December 6, 2017

SUBJECT: City of Crosslake Fee Schedule

Attached please find a copy of the proposed fee schedule for 2018. Park and Recreation is proposing to increase some of their fees. Planning and Zoning is recommending that the City require a permit and a \$300 fee for companies wanting to place an antenna on existing cell towers. This would be similar to County Ordinance. All other fees will remain the same. A motion is required to adopt the proposed fee schedule.

**CITY OF CROSSLAKE
FEE SCHEDULE
EFFECTIVE JANUARY 1, 2018
ADMINISTRATION – FEE SCHEDULE**

ITEM DESCRIPTION	FEE
<u>CEMETERY</u>	
• Cemetery Plot for Resident/Property Owner	\$250
• Cemetery Plot for Non-Resident	\$500
• Staking Fee	\$50
• Full Opening in Summer	\$400
• Full Opening in Winter	\$500
• Cremation Opening in Summer	\$150
• Cremation Opening in Winter	\$200
• Holidays/Weekends	\$100
<u>FIRE</u>	
• Controlled House Burn	\$1600
<u>POLICE</u>	
• False Alarm Fee (after third response)	\$50
<u>LIQUOR LICENSES</u>	
• Club On Sale	\$300
• Off Sale 3.2 Beer	\$25
• Off Sale Brewer Taproom	\$200
• Off Sale Intoxicating Liquor	\$100
• On Sale 3.2 Beer	\$75
• On Sale Brewer Taproom	\$500
• On Sale Intoxicating Liquor	\$1500
• Set Up and Display	\$50
• Sunday On Sale	\$200
• Background Investigation (in state)	\$500
• Background Investigation (out of state)	\$10,000 Max
<u>MISCELLANEOUS</u>	
• Assessment Searches	\$5 Per PID
• Charitable Gambling License Renewal	\$1
• City Maps	\$10
• DVD Copies	\$10
• Duplicate License	\$10
• Election Filing Fee	\$2
• Fax	\$1 First Page/\$0.25 Each Addt'l Page
• Photo Copies Black/White	\$0.25 First Page

- Photo Copies Color \$0.10 Each Addt'l Page
- Returned Check Fee \$1.00 Each Page
- Water \$10 + Actual Costs Incurred
- Special Council Meeting Request \$1.80/per 1,000 Gallons
- \$500

MUNICIPAL SEWER CHARGES

- Residential Usage Charge \$45/ Per Month
- Commercial Usage Charge \$45/ Per 8,000 Gallons/Per month
- Penalty Charge 10% of Unpaid Balance
- Residential Connection Fee \$4,000
- Commercial Connection Fee \$6,500

PERMITS

- Adult Establishment \$2,500
- Background Investigation (in state) \$500
- Background Investigation (out of state) \$10,000 Max
- Single Transient Merchant Permit – Single Event \$50
- Single Transient Merchant Permit – Annual \$100
- Group Transient Merchant Permit – Annual \$50
- Express Service - Process in Less Than 14 Days \$20
- Pawn Broker \$150/Calendar Year
- Lake Access Use Permit \$20/Per Trailer

PUBLIC WORKS

- Crack Sealing \$0.85/Per Foot
- Mowing \$75/Per Hour
- Petition to Vacate Road/Alley/Public Way \$500
- Salt/Sand \$25/Per Yard
- Snowplowing \$100/Per Hour
- Street Sweeping \$100/Per Hour
- Waste Hauler Determined on a Case by Case Basis

PARK AND RECREATION – FEE SCHEDULE

- Deposits: \$50 for meeting rooms. \$100 for gymnasium.
- Flat Fee of \$11 for use of the kitchen.
- All groups utilizing the Community Center before or after regular hours will be charged \$20 an hour in addition to the regular costs of room or gym rental. Regular hours are Monday – Thursday 8-8 **5am-9pm**; Friday 8-5 **5am-7pm**; and Saturday-**Sunday** 8am-4pm. **Sunday** 1-5.
- Civic Clubs and Community Clubs meeting room use that exceeds 6 hours a day will be charged an additional \$11.
- Set Up/Take Down Fee: This service will only be available if staffing permits. The minimum charge for set up of equipment will be \$10. Up to 6 banquet tables will be set up for this fee. A fee of \$3 per table will be charged for set up and take down of tables over the amount of six. The \$10 minimum fee for set up/take down does apply for card tables. Up to 25 chairs will be set up for free. Additional cost of chair set up/take down is \$1 per chair. Groups can avoid the set up/take down fees by setting up equipment themselves.

TYPE OF ACTIVITY

FEE

MEETING ROOM RENTALS

There is a flat rate of \$11/per hour for meeting room #3. Meeting rooms #1 and #2 can be rented together for a discount of \$5/per hour.

- | | |
|---|---|
| • City Activities | No Cost |
| • Youth Clubs | No Cost |
| • School District Youth Sports/Charter School | No Cost - Up to 2
Events Per Week/2
Hours Per Event |
| • County, State, Federal | \$11/Hour |
| • Community Education | \$1.50/Per Person |
| • Civic Clubs | \$11/Up to 6 Hours |
| (Lions and Legion have one free event (2 day maximum) per year. After hour fees are charged if event takes place after or before regular hours) | |
| • Community Clubs | \$11/Up to 6 Hour
or \$33/ Per Day |
| • Lake Associations | \$11/Per Hour |
| • Private Groups and Other Businesses | \$16/Per Hour |

GYM RENTALS

- | | |
|--|---|
| • City Activities | No Cost |
| • Youth Clubs | \$11/Per Hour |
| • County, State, Federal | \$16/Hour |
| • School District Youth Sport/Charter School | No Cost – Up to 2
Events Per Week/2
Hours Per Event |

- Charter School After School Sports Club \$100/8 Week Session
- Civic Clubs \$11/Per Hour
- Community Clubs \$11/Per Hour
- Lake Associations \$16/Per Hour
- Private Groups and Other Businesses ~~\$26/Per Hour~~ \$40/Per Hour

MISCELLANEOUS RENTALS

- Disc Golf Set – 2 Hours \$5
- GPS – 4 Hours \$5
- GPS – All Day (8 Hours Max) \$10
- Piano Rental (Includes Delivery) \$200/2 Days
- Picnic Shelter \$27
(Two \$50 deposits are required. Beer and wine permits are available with City approval at a cost of \$27)
- Tennis Racket \$3/2 Hours
- Snowshoe Rental (2 Hours) \$5/Pair
- Pickleball \$10/Hour Equip & Court
- Bocce Ball \$5/2 Hours
- Shuffleboard \$5/2 Hours

MISCELLANEOUS SALES

- Disc Golf Disc (1 Disc) \$13
- Disc Golf Discs (Set of 3) \$32
- Tennis Balls \$4/Can
- Trail Maps \$1/Per Two- Sided Copy
- Shower \$3
- **Water** **\$1/Bottle**
- **3-Year Lake Access Use Permit** **\$20**

ACTIVITY FEES

- T-Ball – Per Season \$35
- Mustang Baseball – Per Season \$35
- Colt Baseball and Up – Per Season \$45
- SilverSneakers Class Punch Card \$28/8 Classes
- SilverSneakers Class Day Pass \$4
- Silver & Fit Class Punch Card \$2/20 Classes
- **Zumba Day Pass** **\$10**
- **Zumba Punch Card** **\$80**
- Pickleball Day Pass \$4
- Pickleball Yearly Pass \$30
- Basketball for Grades K-2 ~~\$20~~ **\$30**
- Basketball for Grades 3-6 ~~\$35~~ **\$30**
- Summer Basketball Camp \$30/6 Sessions
- Soccer for Grades K-1– Per Season \$30
- Soccer for Grades 2-3 – Per Season \$35
- Soccer for Grades 4-6 – Per Season \$40

- Soccer for Grades 7-12 – Per Season \$65
- Summer Soccer Camp \$25/6 Sessions
- Tennis for Seniors – Per Season \$22
- Tennis Lessons – Per Week \$38
- Tennis Lessons – 3 Weeks \$90
- Volleyball – Daily \$4
- Volleyball – 10 Weeks \$20
- Weight Room – Daily \$6
- Weight Room – Monthly \$35
- Weight Room – 2 Months \$70
- Weight Room – Quarterly \$90
- Weight Room – Semi Annual \$160
- Weight Room – Nine Month \$225
- Weight Room – Annual \$260
- Personal Trainer \$30 / Hour
- 10 Day Punch Card \$55
- Veteran's 10% Discount on any Membership
- Youth Sports Late Fee: Extra \$15 after deadline; if space is available

LIBRARY

- Library Cards \$5 – Adult
\$1 – Student
\$5 – Replacement
- Photo Copies \$0.25 First Page/
\$0.10 Each Addt'l Page
\$1.00/Color Page
\$1.00/Reduce or Enlarge
Cost of Replacement
- Material Fines \$5
- Administrative Fee – fine for notice sent out \$5
- Summer Reading Program \$5
- Storage Disc \$2

PLANNING AND ZONING – FEE SCHEDULE

Subd. 8. Fees. The Council shall adopt the following schedule of fees for all permits and other services. No permit shall be issued or request brought before the Board of Adjustment or Planning and Zoning Commission until the fees are paid. Applications received after work has progressed shall require the payment of an additional fee as adopted in the schedule of fees to cover the additional costs of investigation. This fee shall be required whether the permit is issued or not.

TYPE OF PERMIT	PERMIT FEE
<u>RESIDENTIAL NEW CONSTRUCTION (not including accessory structure or addition)</u>	
• Up to 1,000 sq. ft. ground cover	\$250
• 1,001-2,000 sq. ft. ground cover	\$500
• 2,001-3,000 sq. ft. ground cover	\$750
• 3,001-4,000 sq. ft. ground cover	\$1,000
• Each additional 1,000 sq. ft. ground cover	\$250
<u>RESIDENTIAL ACCESSORY STRUCTURE OR ADDITION</u>	
• Up to 100 sq. ft. ground cover	\$25
• 101-200 sq. ft. ground cover	\$100
• 201-400 sq. ft. ground cover	\$125
• 401-600 sq. ft. ground cover	\$175
• 601-1,000 sq. ft. ground cover	\$250
• 1,001-2,000 sq. ft. ground cover	\$300
• 2,001 sq. ft. and greater ground cover	\$500
<u>COMMERCIAL NEW CONSTRUCTION (including plan review/not including accessory structure or addition)</u>	
• Up to 1,000 sq. ft. ground cover	\$400
• 1,001-2,000 sq. ft. ground cover	\$500
• 2,001-5,000 sq. ft. ground cover	\$750
• 5,001-10,000 sq. ft. ground cover	\$1,000
• 10,001 sq. ft. and greater ground cover	\$1,250
<u>COMMERCIAL ACCESSORY STRUCTURE OR ADDITION (including plan review)</u>	
• Up to 100 sq. ft. ground cover	\$50
• 101-400 sq. ft. ground cover	\$100
• 401-1,000 sq. ft. ground cover	\$300
• 1,001-2,000 sq. ft. ground cover	\$400
• 2,001-5,000 sq. ft. ground cover	\$500
• 5,001-10,000 sq. ft. ground cover	\$750
• 10,001 sq. ft. and greater ground cover	\$1,000

<u>DEMOLISH/REMOVE BUILDING</u>	\$50
<u>TEMPORARY STRUCTURES</u>	\$50
<u>SEPTIC: Upgrade/New System</u>	
• Residential	\$250
• Commercial	
* Small Flow System (< 1,000 gal/day)	\$350
* Large Flow System (> 1,000 gal/day)	\$425
<u>LAND ALTERATIONS</u>	\$150
<u>SUBDIVISIONS</u>	
Metes and Bounds	\$100 + \$75 per lot
Preliminary Residential Plat	\$500 + \$100 per lot
Final Residential Plat	\$500 + \$25 per lot
Preliminary Commercial Plat	\$750 + \$150 per lot
Final Commercial Plat	\$750 + \$50 per lot
Lot Line Adjustment	\$100
Lot Consolidation	\$100
<u>PARK DEDICATION FEES</u>	\$1500 per new lot
<u>FENCE</u>	\$75
<u>CELL TOWER ANTENNA</u>	\$300
<u>AFTER-THE-FACT</u>	3x's application fee
<u>ON-SITE SIGN</u>	
• Residential/Home Occupation	\$25
• Commercial	
* Permanent	\$50
* Temporary (Up to 60 days)	No fee
• E-911 Sign/Address Fee	\$100
• E-911 Sign/Address Replacement Fee	\$55
<u>CONDITIONAL USE PERMIT (including amendments)</u>	
• Residential	\$500
• Commercial	\$500
<u>VARIANCE</u>	
• Residential	\$500
• Commercial	\$500
<u>ZONING ORDINANCE AMENDMENT</u>	\$350 + Printing Costs

<u>ZONING MAP AMENDMENT</u>	\$500
<u>APPEAL TO P&Z COMMISSION OR CITY COUNCIL</u>	\$500
<u>APPLICANT'S REQUEST FOR SPECIAL MEETING</u>	\$500

ZONING INFORMATION

- **Maps**
 - * Road \$10
 - * Zoning (11" by 17") \$5
 - * Out-as-Shown (floodplain) \$50

<u>ADMINISTRATION FEE</u>	\$50 / hour
----------------------------------	-------------

<u>ACCESSIBILITY PLAN REVIEW</u>	\$40 / hour (1 hr. minimum)
---	-----------------------------

NOTE: Direct costs incurred for Engineering, Legal and other consulting services necessary for application review must be paid by the applicant.

CERTIFICATION OF UNPAID CHARGES - Nothing in this section shall be held or construed as in any way stopping or interfering with the City's right to certify as unpaid service charges or assessments against any premises affected, any past due and/or delinquent fees, including interest and late fees. Each and every unpaid fee is hereby made a lien upon the lot, land, or premises served, and such charges that are past due and/or delinquent on October 15th of each year shall be certified to the Crow Wing County Auditor. The charges shall be collected and the collection thereof enforced in the same manner as county and state taxes, subject to like penalties, costs and interest charges. Upon certification to the County Auditor, any past due and/or delinquent fees shall be due and payable to the office of the County Auditor.

B. 24.

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

Applicant instructions:

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

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

Address of Applicant: Flashing Thunder Fireworks

Name of Applicant's Authorized Agent: Richard Burton

Address of Agent: 701 Charles St.

Telephone Number of Agent: 218-804392 Date of Display: 2-2-2018 Time of Display: 9:00 PM

Location of Display: Community Center ball field

Manner and place of storage of fireworks prior to display: Our bunker until delivery

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

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

Name of Supervising Operator: Richard Burton Certificate No.: 773

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

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

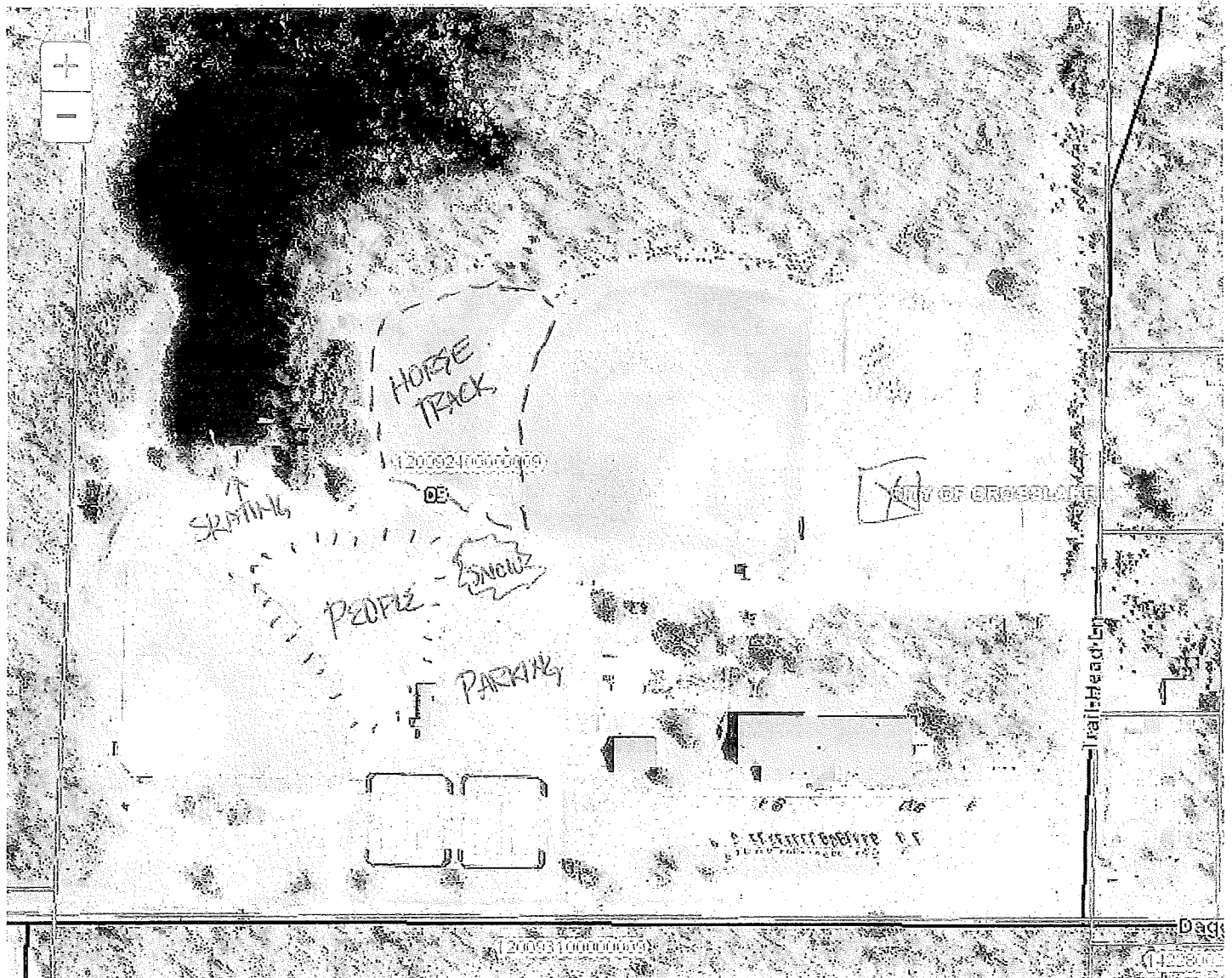
The discharge of the listed fireworks on the date and at the location shown on this application is hereby approved, subject to the following conditions, if any: _____

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

Signature of Applicant (or Agent): Richard Burton Date: 12-5-17

Signature of Fire Chief/County Sheriff: _____ Date: _____

Signature of Issuing Authority: _____ Date: _____

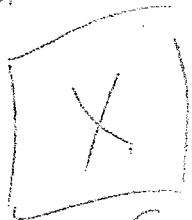


Horse Drawn Sleigh Rides

Snow Mountain

Winterfest Feb. 2, 18

9pm.



Fireworks Display Site



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/4/2018

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

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

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

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			CPP0105095-02	09/27/2017	09/27/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ N/A PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 10,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			CPP0105095-02	09/27/2017	09/27/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$			ELP0012014-02 GL	09/27/2017	09/27/2018	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	WCP0005248-003 Coverage is afforded in the State(s) of: IA, IL, MN	12/03/2017	12/03/2018	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Excess VL			ELP0012015-02	09/27/2017	09/27/2018	Occurrence Limit \$ 4,000,000 Aggregate Limit \$ 4,000,000

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

Display Date: 2/2/2018

Rain Date: 2/2/2018

Location: Community Center ball field

RE: General Liability, the following are named as additional insured in respects to the operation of the negligence of the named insured:

City of Crosslake, Brainerd Lakes Chamber of Commerce.

CERTIFICATE HOLDER

City of Crosslake
37028 Co Rd 66
Crosslake MN 56442

CANCELLATION

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

AUTHORIZED REPRESENTATIVE

Carol A. Serra

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B. 25.

November 17, 2017

To Mayor Norgaard and City Council Members:

I am a 75-year-old single woman who lives at 13841 Edgewater Lane.

I just received your notice that you are increasing my sewer fee per month another \$3.00. This is so wrong!! You just increased it \$7.00 per month last year.

Stop charging us poor homeowners for something we were forced into. We also had to pay \$3,000 for the stub and for removal of a perfectly good septic tank, pipes to the house and landscaping costs. Charge the businesses that benefit from this sewer system. And what happened to Phase 2 and 3 that we were told would be put in once Phase 1 was done?

Since 2004 when the sewer was put in, the sewer fee per month has gone up every year. With this increase, I will have to pay \$576 sewer fee per year. That is too much for people on a fixed income.

Sincerely yours,

A handwritten signature in cursive script that reads "Louise Stommes".

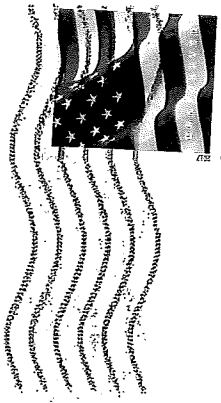
Louise Stommes

Ms. Louise Stommes
P.O. Box 450
Crosslake MN 56442-0450



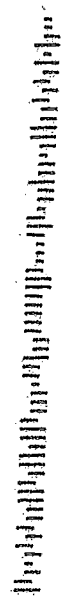
MINNEAPOLIS MN 554

20 NOV 2017 PM 11



Mayors & Council Members
Crosslake City Hall
37028 Co. Rd. 66,
Crosslake, Mn. 56442

56442-2528



B. 26.

MEMO TO: City Council

FROM: Charlene Nelson
City Clerk

DATE: December 5, 2017

SUBJECT: Retroactive Approval of Bills for Payment

Approval is requested to allow payment of all invoices received between December 12th and December 31st with retroactive Council approval. In order to pay for products and services obtained in 2017 with 2017 budgeted funds, it is necessary to continue paying bills through year-end. A listing of all bills paid during this time will be given to the Council for approval at the first Council Meeting in January.

B.
27.

BILLS FOR APPROVAL
December 11, 2017

VENDORS	DEPT		AMOUNT
Ace Hardware, rubber cement	PW		6.99
Ace Hardware, keys	Park		1.99
Ace Hardware, tree wrap	Park		19.96
Ace Hardware, hardware	Park		10.78
Ace Hardware, epoxy	PW		13.98
Ace Hardware, radar sign hardware	Police		10.29
Ace Hardware, alcohol	PW		1.50
Ace Hardware, pliers	PW		44.99
Ace Hardware, hardware	PW		24.45
Ace Hardware, reel	PW		5.11
Ace Hardware, staples	PW		11.87
Ace Hardware, faucet, batteries, light clips	PW		71.45
Ace Hardware, hardware	PW		10.38
Ace Hardware, shovel, chemicals	Sewer		105.97
Ace Hardware, extn cords, thermostat, hexkey set, cable ties	PW		290.37
Ace Hardware, caulk	PW		7.99
Ace Hardware, electrical tape	PW		39.54
Ace Hardware, soldering iron, butane	PW		23.98
Ace Hardware, suet	Park		26.64
Ace Hardware, batteries	Park		9.38
Ace Hardware, shower head	Park		15.99
Ace Hardware, paint, frame, roller	PW		29.30
Ace Hardware, hardware	Sewer		29.84
Ace Hardware, boots	Sewer		116.76
Ace Hardware, husqvarna parts	Fire		16.99
Ace Hardware, christmas lights	Gov't		296.06
Ace Hardware, hardware	Fire		0.95
Ace Hardware, hardware	Sewer		32.97
Ace Hardware, rainsuit, janitorial supplies	Sewer		99.94
AW Research, water testing	Sewer		356.40
Birchdale Fire & Security, quarterly monitoring	Gov't		162.00
BLAEDC, government funding	EDA		3,700.00
Blue Cross Blue Shield, health insurance	ALL		20,923.50
Blue Water Wells, final payment	Sewer		3,397.00
Bolton & Menk, wwtf facilities	Sewer		9,239.00
Brainerd Hydraulics, hose, couplers	PW		51.76
Breen & Person, legal fees	ALL		945.00
City of Crosslake, sewer utilities	PW/Gov't		270.00
Clean Team, december cleaning	PW/Gov't		1,082.50
Council #65, union dues	Gov't		385.00
Crosslake Communications, phone, fax, cable, internet	ALL		1,407.81
Crosslake Demolition, plant cleanup	Sewer		33.00
Crosslake Fire Relief Assn, annual contribution	Fire		19,125.00
Crosslake Rolloff, recycling	Gov't		2,695.00
Crosslake Sheetmetal, flashing	PW		28.00

Crow Wing County, phone factor reimbursement	Police		293.99
Crow Wing County Recorder, filing fee	PZ		46.00
Culligan, water and cooler rental	PW/Gov't		69.50
Dacotah Paper, janitorial supplies	Park		458.46
Deferred Comp	ALL		250.00
Delta Dental, dental insurance	ALL		1,671.20
DJV Consulting, september-november services	Admin		525.00
Essentia Health, flu vaccine	Fire		39.00
Fire Instruction & Rescue, emr quarterly training	Fire		600.00
First Systems Techonology, calibration	Sewer		1,530.00
Fortis, disability	ALL		650.84
Git R Dun, pump services	Sewer		900.00
Granite Electronics, charger	Fire		83.33
Guardian Pest Solutions, pest control	ALL		77.60
Hawkins, chemcials	Sewer		991.61
Holden Electric, two motor savers	PW		218.55
Holiday Station, premium fuel	PW		9.05
Independent Testing Technologies, concrete	Sewer		500.00
Jen Anderson, transcription services	Police		30.00
Joe Chase, reimburse travel expenses	PW	pd 11-20	582.78
Little Falls Machine, spinner replacement, plow markers	PW		1,116.33
Mail Finance, postage meter rental	Gov't		236.49
Marco, copier lease	Park		230.23
Mastercard, Amazon.com, magazine subscriptions	Library		433.73
Mastercard, Amazon.com, batteries	Police		30.24
Mastercard, NRS, shipping charges	Fire	pd 11-27	35.00
Mastercard, Office Max, office supplies	Park		57.25
Mastercard, Post Office, postage	Sewer		99.28
Mastercard, Reeds Market, halloween party	Park	pd 11-20	12.09
Menards, door tracks, hardware	PW		150.35
Menards, filters	Park		55.92
Menards, trash pump, hose	Sewer		938.64
MN Dept of Agriculture, tree registry	PW		25.00
MN Life, life insurance	ALL		456.40
MN State Fire Chiefs Assn, conference	Fire		600.00
MPCA, wastewater certification exam	Sewer		55.00
Napa, halogen capsule	Police		27.40
Napa, gloves	PW		37.51
Napa, gloves	PW		37.51
Napa, wiper blades	PW		29.46
NCPERS-Life Insurance	ALL		80.00
Neopost, ink cartridge	Gov't		204.99
NJPA, comp plan services	Gov't		475.00
Northland Freightliner, dot inspection	PW		155.17
Northland Press, ordinance 350	Admin		68.00
Premier Auto, oil change, mount and balance tires	Police		91.39
Premier Auto, daytime running light bulb	PW		13.13
Premier Auto, oil change	Park		33.34

Premier Auto, mount and balance tires	Police		60.00
Premier Auto, mount and balance tires	Police		60.00
Premier Auto, fuses	PW		8.10
Riteway, w2's and 1099's	Admin		172.00
Riteway, fund accounting checks	Admin		195.39
Squad Pro, map light	Police		169.99
Squad Pro, flashers	PW		439.96
Teamsters, union dues	Police		308.00
The Office Shop, ink cartridge	PZ		33.27
US Bank, copier lease	ALL		156.00
Verizon, m2m charges	Police	pd 11-27	38.58
Verizon, cell phone charges	ALL		354.94
Waste Partners, trash removal	ALL		240.93
WSN, dream island bridge	PW		20,194.71
WSN, 2018 road improvements	PW		29,137.74
Xcel Energy, gas utilities	ALL		995.74
TOTAL			133,054.49

B.
28.

MEMO TO: City Council

FROM: City Clerk

DATE: December 11, 2017

SUBJECT: Zoning Administrator and Signatories

On October 23, 2017, the City Council appointed Jon Kolstad and Paul Herkenhoff as Zoning Administrator signatories. The County is requesting that the appointment read as follows:

“The City of Crosslake hereby appoints Paul Herkenhoff, Crow Wing County Environmental Services Manager, as the City of Crosslake Zoning Administrator. The City of Crosslake hereby authorizes Jon Kolstad, Crow Wing County Land Services Specialist, to sign on the behalf of the City of Crosslake zoning administrator.”

B.29.

ADDITIONAL BILLS FOR APPROVAL
December 11, 2017

VENDORS	DEPT		AMOUNT
Ace Hardware, super glue	PW		11.57
Ace Hardware, hose	PW		31.98
Ace Hardware, auto stripper, pliers	PW		63.76
Ace Hardware, christmas lights	Park		3.99
Ace Hardware, bulb	Park		12.99
Ace Hardware, christmas lights	Park		11.97
Ace Hardware, christmas lights	Park		7.98
American Park and Recreation, benches	Park		1,113.00
AW Research, water testing	Sewer		118.80
Batteries Plus, led retro kit	PW		59.70
Braun Intertec, mn dot testing	PW		687.75
Crosslake Sheetmetal, gas leak repair	Sewer		374.18
Crow Wing County, 47% of heater replacement	PW		1,934.05
Crow Wing County Highway Dept, fuel	ALL		2,250.02
Crow Wing Power, electric services	Gov't		982.00
CTC I.T., november 2017 i.t. labor	ALL		750.00
Heartland Tire, tires	Park		535.80
Jon Henke, reimburse mileage	Park		29.15
Jon Henke, reimburse clothing allowance	Park		300.00
Mastercard, MN Board of Accountancy, membership dues	Admin		101.50
Mastercard, Office Max, tape	PW		61.47
Mastercard, Reeds Sporting Goods, ice auger	Park		299.99
Menards, heater	PW		123.34
Meyer Midwest, weather cap kit	Park		10.00
Mike Lyonais, reimburse petty cash	ALL		54.83
MN Department of Agriculture, applicator license renewal	PW		10.00
Napa, hitch pin, ball mount	Police		32.79
North Memorial, emt refresher	Fire		400.00
Northwedge Nursery, compost	Park		60.00
Paul Nelson, reimburse mileage	Fire		44.94
Shannons Auto Body, cutting edges	PW		780.50
Squad Pro, lights and installation of accessories	Fire		4,701.94
Streichers, uniform	Police		149.99
Tower Systems, roll bar with equipment, platform bridge	Fire		1,018.45
Verizon, air card and ipad charges	ALL		395.53
WW Goetsch, ksb grommets	Sewer		433.00
WW Goetsch, replace ring	Sewer		440.00
TOTAL			18,396.96

E. 3.

RESOLUTION NO. 17_____

CITY OF CROSSLAKE
COUNTY OF CROW WING
STATE OF MINNESOTA

RESOLUTION SUPPORTING THE DEVELOPMENT OF THE NATIONAL LOON CENTER

WHEREAS, the mission of the National Loon Center-Fresh Water Institute is to create a public state of the art facility that educates and embraces the study and preservation of our State Bird and the on-going effort to conserve and preserve its natural habitat, the Whitefish Chain of Lakes; and

WHEREAS, the National Loon Center Foundation, Brainerd Lakes Area Audubon Society, Initiative Foundation, Lakes and Rivers Alliance, Minnesota Design Team, National Joint Powers Alliance (NJPA), National Park Service and the University of Minnesota are active supporters of the National Loon Center-Fresh Water Institute; and

WHEREAS, the National Joint Powers Alliance and the University of Minnesota are partnering to define the scope, scale, marketing and feasibility of the National Loon Center-Fresh Water Institute; and

WHEREAS, the State of Minnesota has a tradition of supporting national wildlife and nature centers; and

WHEREAS, the Community of Crosslake recognizes the importance of fostering a sustainable economic vitality that supports growth in the areas of tourism and trade

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Crosslake supports the continuing effort and desires to be an active participant in the conceptual development process of the National Loon Center-Fresh Water Institute.

Adopted by the Crosslake City Council this 11th day of December 2017.

Patty Norgaard
Mayor

Charlene Nelson
City Clerk

F.
l.

City of Crosslake

From: Northland Press <northlandpress@crosslake.net>
Sent: Tuesday, November 21, 2017 2:51 PM
To: Christa Andrews, City of Emily; Karen, City of Fifty Lakes; City of Crosslake; Amy Wannebo
Subject: Northland Press; Post-Holiday hours

Hello there,

For the first time in 13 years, Northland Press will be closing for few weeks we can spend time with our families following the December 26, 2017 edition.

Our offices will be closed from December 23rd thru January 8th. Our office will re-open on January 9, 2018 we will resume publishing with the January 16, 2018 edition. If you have any questions or comments, please email or call Paul on his cell 218-340-4162. Feel free to share with your department heads, and please let us know if you have any legal publishing needs for the December 26th edition by Wednesday, December 20th.

Thanks and we wish you all a happy Thanksgiving,

Paul & Joanne Boblett

Northland Press
Crosslake/Outing
c: 218 340-4162
o: 218 692-5842

paul@northlandpress.com

web: www.northlandpress.com
news@northlandpress.com

F.l.a.

To: The Crosslake City Council
Re: Legal newspaper for 2018

The Pineandlakes Echo Journal is applying to be the legal publication for the City of Crosslake in 2018. We're proud of the relationship, including publishing news coverage of the monthly council meetings, for more than 45 years.

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

The Pineandlakes Echo Journal publishing legal rate for 2018 is \$8.50 per column inch, which includes being posted online at no additional charge.

Thanks again for considering the Pineandlakes Echo Journal for publishing City of Crosslake legal notices in 2018.



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

MINNESOTA DEPARTMENT OF PUBLIC SAFETY



Alcohol
and Gambling
Enforcement

Bureau of Criminal
Apprehension

Driver
and Vehicle
Services

Emergency
Communication
Networks

Homeland
Security and
Emergency
Management

Minnesota
State Patrol

Office of
Communications

Office of
Justice Programs

Office of
Pipeline Safety

Office of
Traffic Safety

State Fire
Marshal



Homeland Security and Emergency Management

445 Minnesota Street, Suite 223 • Saint Paul, Minnesota 55101-6223

Phone: 651.201.7400 • Fax: 651.296.0459

<https://hsem.dps.mn.gov>

December 1, 2017

CROSS LAKE

Michael R. Lyonais

City Administrator

37028 Couty Road 66

Cross Lake MN 56442

Disaster: 2017-SD-022 / 9/19-20/2017

Crow Wing

SWIFT Vendor ID: 0000201447-001

This letter is to inform you that within the next 30 days you should receive a payment for STATE awarded funds, as prescribed under Minnesota Statutes §12B.25, Subdivision 1 (2014).

Please review the enclosed Applicants Payment Worksheet which identifies Project Worksheet payments, current balances and which Project Worksheet (PW) is being paid with this current payment.

The funds deposited into your account are from the State of Minnesota Disaster funds.

To check on direct deposit you may do either of the following:

Call the Minnesota Management and Budget (MMB) Vendor helpline at 651-201-8106

Visit the Electronic Funds website @ <http://supplier.swift.state.mn.us/>

****You will need your Swift Vendor ID (listed above) in order to register****

Total Amount of Projects:	\$11,773.90
Applicant share of approved expenses:	\$2,943.47
The State Share of approved expenses for 2017-SD-022:	\$8,830.43

Your 2017-SD-022 Disaster Application for PW CPN-023 is now closed.

*****Please notify your finance department of this payment.*****

If you have questions, you may call me at 651-201-7429 or email me at machelle.klomp@state.mn.us.

Sincerely,

Machelle Klomp

Machelle Klomp

Grants Specialist Intermediate

Applicant Services

Enclosure: Applicant Payment Worksheet

EQUAL OPPORTUNITY EMPLOYER

F. 3.

**NATIONAL JOINT POWERS ALLIANCE® (NJPA)
STAFFING AGREEMENT**

Salary: \$96 per day
Fringe: \$0 per day (includes: FICA, Medicare, Life/LTD Ins, TRA, work comp, 403b match)
Total Daily Salary/Fringe: \$96 per day

<u>Agency/Project</u>	<u># Days</u>	<u>Salary</u>
The City of Crosslake – Loon Center	80 days	\$96

TOTAL \$ 7,680

It is agreed the cost to be reimbursed to the City of Crosslake for this contract shall be as stated above and according to the City of Crosslake's employment contract attached as Schedule A.

Financing for the purposes of billing, January 8, 2018 through May 18, 2018 shall be considered the fiscal year.

- a. Billing will be made twice during the project period.
- b. It is agreed that nothing in this contract will affect the relationship of each Party as to organization, legal status and right to receive State Categorical Aids, Foundation Aids, State Apportionment, Income Tax Aids, Transportation Aids, and/or Special Education Aids.
- c. The City of Crosslake or NJPA may terminate this Agreement, with or without cause, by a thirty (30) day written notice to all parties. The Agreement may also be terminated at any time through written, mutual consent of all parties.
- d. The City of Crosslake, as the employer, shall be responsible for all employment related expenses of the staff it assigns to the Program, including salary, benefits, travel expenses, training, secretarial time and ancillary expenses.

It is agreed that all agencies will hold harmless NJPA of any claims or action arising out of any litigation or any alleged incident that may arise or attribute to this agreement for the delivery of shared staffing and services for the above-named agencies.

It is agreed that each agency will provide any supplies and equipment needed to carry out these services.

This Agreement is entered and accepted by the Board of National Joint Powers Alliance and each agency named above.

Dated this _____ day of _____, 20____.

Approved: _____

National Joint Powers Alliance
202 12th Street NE, PO Box 219
Staples, MN 56479

Dated this _____ day of _____, 20____.

Approved: _____

**NATIONAL JOINT POWERS ALLIANCE
STAFFING AGREEMENT**

SCHEDULE A

Project Work Plan: *City of Crosslake – National Loon Center Market & Feasibility Study*

Student Intern: University of Minnesota Graduate Research Assistant - TBD
January 8, 2018 – May 18, 2018

PROJECT GOAL

Conduct an economic feasibility study for the National Loon Center in Crosslake, Minnesota that builds on the fall 2017 community design process and vision.

TIMEFRAME

Target date for project completion: May 18, 2018

PROJECT ACTIVITIES

- Graduate student will work with Loon Center project leads and UM Department of Applied Economics faculty member to coordinate a core planning team of key community stakeholders.
- UM Graduate Student and UM faculty member will work with core planning team throughout the project period through weekly conference calls and at least three in-person core team meetings.
- Graduate student will help coordinate and lead three site visits and community partner meetings to-be held in February, March/April, and May.
- Graduate student will work in concert with UM faculty member and National Loon Center core planning team to conduct an economic feasibility study for the National Loon Center in Crosslake, Minnesota that builds on the community design process and vision. The study will include an analysis of the tourism potential and a report on the operation costs and funding sources of similar facilities. A presentation designed for a broad audience will accompany the report.
- Graduate student will help lead key project research including, but not limited to: literature review, identifying and organizing available data including demographic studies and similar facilities budgets, identifying potential funding sources, researching and running analysis for tourism potential using EXCEL, compiling pertinent research to develop final report, recommendations, and a presentation for the community and project team.

PROJECT OUTCOMES

- A National Loon Center Market & Feasibility Study and report, including economic feasibility research, recommendations and documentation of the process will be available to invite future partnerships and funding.
- Community members and partner organizations will have participated in the market feasibility meetings and planning and will be invited to continue to participate in the Loon Center implementation.

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



F. 4.
37028 County Road 66
Crosslake, Minnesota 56442
www.cityofcrosslake.org

Memorandum

Date: December 11, 2017 *mr2*
From: Michael R. Lyonais – City Administrator/Treasurer
To: City Council
Re: Staffing Updates for Council Approval

On December 1, 2017 the Personnel Committee met and has the following recommendations for Council Approval:

Remove From Probationary Status:

Police Chief Erik Lee – The terms of the probationary period noted in the Special Council Meeting held April 27, 2017 have been met. It was the unanimous recommendation of the Committee to recommend the Council remove Police Chief Erik Lee from probationary employee status.

Council Action/Motion –

Remove Chief Lee from probationary status effective immediately retroactive to December 1, 2017.

Police Officer Anton Marks – The Committee accepted Chief Lee's recommendation to remove from probationary status, recently hired police officer, Anton Marks, and unanimously recommends to the Council, Officer Marks be remove from probationary status.

Council Action/Motion –

Remove Officer Anton Marks from probationary status effective immediately, retroactive to December 1, 2017.

Staff Retirement/Request to Post Notice to Hire Replacement:

Heavy Equipment/Sewer Operator Leigh Martineau notified Public Works Director Ted Strand of his plans to retire effective December 15, 2017. It was the unanimous recommendation of the Committee the Council accept Leigh Martineau's retirement in good standing and post notice to fill the open position.

Council Action/Motion –

Accept Leigh Martineau's resignation in good standing post notice to fill the open position.

Staff Promotion – Police Department:

Chief Lee met with the Committee and requested Officer Eric Swanson be promoted to the position of Police Sergeant, effective January 1, 2018, including a probationary period of 6-months, with salary to be adjusted to reflect a 6% adjustment over current base pay, also effective January 1, 2018. It was the unanimous recommendation of the Committee to accept Chief Lee's recommendation and to recommend to the Council to promote Officer Swanson to the position of Sergeant as noted.

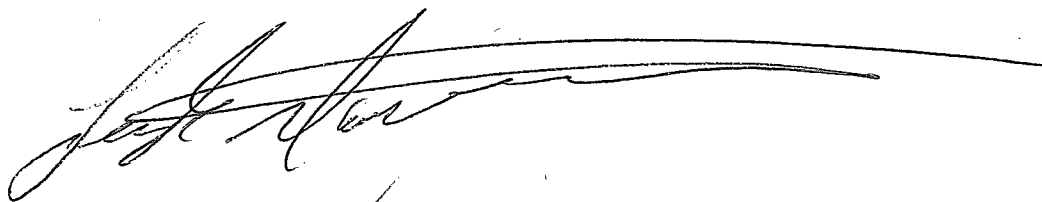
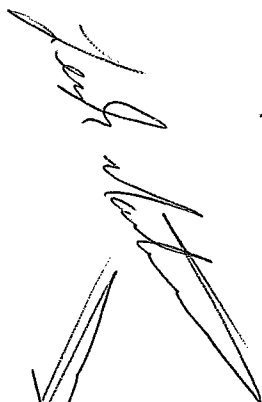
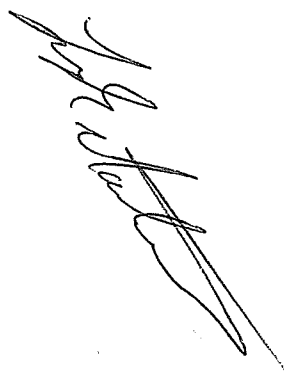
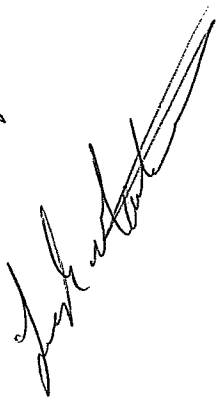
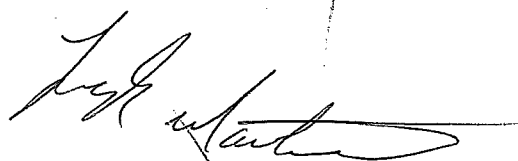

Council Action/Motion -

Promote Officer Eric Swanson to the position of Sergeant, subject to a probationary period of 6-months, with salary adjusted to reflect a 6% adjustment over current base pay as noted in the 2018 Teamsters Union Contract, effective as of January 1, 2018.

November 28, 2017

I, Leigh Martineau, will retire from the City of Crosslake as of 12/15/17.

Sincerely,

A large, stylized handwritten signature in cursive script, likely reading "Leigh Martineau".A handwritten signature in cursive script, likely reading "Leigh Martineau".A handwritten signature in cursive script, likely reading "Leigh Martineau".A handwritten signature in cursive script, likely reading "Leigh Martineau".A handwritten signature in cursive script, likely reading "Leigh Martineau".A handwritten signature in cursive script, likely reading "Leigh Martineau".A handwritten signature in cursive script, likely reading "Leigh Martineau".A handwritten signature in cursive script, likely reading "Leigh Martineau".A handwritten signature in cursive script, likely reading "Leigh Martineau".A handwritten signature in cursive script, likely reading "Leigh Martineau".A handwritten signature in cursive script, likely reading "Leigh Martineau".A handwritten signature in cursive script, likely reading "Leigh Martineau".A handwritten signature in cursive script, likely reading "Leigh Martineau".

City Hall: 218-692-2688
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F. 5.
37028 County Road 66
Crosslake, Minnesota 56442
www.cityofcrosslake.org

MEMO TO: City Council

FROM: Michael R. Lyonais – City Administrator/Treasurer *mxz*

DATE: December 11, 2017

SUBJECT: Old Business from November 13, 2017 Council Meeting - Salary Adjustment Request

City Administrator Retroactive Salary Adjustment to July 10, 2017:

On July 10, 2017, the Finance Director/Treasurer was appointed to the position of Full-Time City Administrator/Treasurer, wage to be adjusted retroactively to July 10, 2017.

Request is for a 6.00% salary adjustment retroactive to July 10, 2017. This is based in part on the assumption of full administrator duties, compensation adjustments between pay scales (Preliminary Springsted Survey) and statewide comparable wages published by the League of Minnesota Cities.

Motion/Council Action:

Approve City Administrator salary adjustment for 2017 of 6.00%, retroactive to July 10, 2017.

G. l. a.

Staff Report
Crosslake Parks, Recreation and Library

Date: December 4, 2017
From: Jon Henke, Director
Subject: Lutheran Social Services Food Transporter Position

In November 2016 Reed's Market decided to end its contract with Lutheran Social Services (LSS) to provide meals to the Crosslake Nutrition Site located at the Crosslake Community Center. LSS made the decision to have the meals delivered from an LSS food preparation site they have in Pine River starting in January of 2017. LSS then began the search for a dependable person, with reliable transportation and the ability to lift heavier items, to deliver the meals from Pine River to the Crosslake Community Center on a daily basis.

Terri Weyer, LSS Assistant Director of Senior Nutrition, and Crosslake Site Manager, Mary Smith, approached me about the possibility of delivering the meals for LSS. The meal delivery would take 45 minutes and take place from 9:45 - 10:30 Monday - Friday. I informed Ms. Weyer and Ms. Smith that I would need to get approval from City Administrator Dan Vogt.

I met with Mr. Vogt in December of 2016 and explained the position and the specific job duties and the stipend that went along with the job. I also explained to Mr. Vogt that I have two children that would be entering college in a few years and that I was looking for a part time job outside of my work for the City of Crosslake to be able to assist my children with their college education. The position with LSS would be perfect for my schedule, as it would allow me to be home with my family on the evenings and weekends, instead of working the typical part time job hours.

I explained that my position with the City did not have a set schedule. Typically, I work during the day Monday through Friday but at times I have to work early mornings or later into the evenings when the Center has special events. I also work some weekends and holidays for community events or PAL Foundation fund raisers. Besides covering a wide range of hours, I also am the main contact for the Community Center Security System and get calls from the response center whenever there is a security breach or a problem with the security system. Over my 18 years as an employee for the City of Crosslake, I have always made myself accessible to the users and patrons of the Crosslake Community Center and Parks, my personal cell phone is listed in the Crosslake phone book and I do receive business calls during my time away from work when questions or issues arise. I am paid a salary that is based on a 40 hour work week and put in more than the required 2080 hours per year as most salaried employees of the City do. I informed Mr. Vogt that I would work an additional 45 minutes per day or 3.75 hours per week to make up for the time I was dedicating to the Food Transporter position.

Mr. Vogt provided me approval to start the position in January of 2017 as long as the position did not interfere with my duties for the City of Crosslake. I informed Mr. Vogt that LSS did have a substitute driver that could fill in if, and when a City function arose that I would need to attend. I assured Mr. Vogt that my priority was with my job with the City.

I also discussed the Food Transporter position with Mayor Elect Norgaard. Ms. Norgaard stated that as long as Mr. Vogt was also supportive she would also support me in pursuing the position.

On January 3rd, 2017, I began delivering the meals for LSS. The last 11 months have gone very well and the LSS position has meshed well with my regular duties at the Community Center.

On November 22, 2017, City Administrator Mike Lyonais sent the following email to clarify details about the position and also recommend that I inform the entire Council of my role with LSS so there are no misunderstandings in the future from the Council or the public.

Jon -

If the Council approves this arrangement, it should be clear that you are still devoting your full-time efforts to the City (the other work is above and beyond your full-time work for the City) and that the City does not have any liability for the other work (if you get injured while delivering food, that is not a workers' compensation issue for the City; if you get into a car accident while delivering a meal and hurts someone and/or damages property, that is not a liability issue for the City, etc.).

As far as I go, I will support your efforts – just want to make sure we have this relationship documented.

Regards,

Mike L.

I do understand that my role as a City employee ends when I leave the Community Center (typically at 9:45 a.m) to pick up meals in Pine River and deliver the food back to the Crosslake Community Center (typically 10:30). I appreciate the support of City Administrator Lyonais and concur with the statements in his email listed above.

On November 29th, 2017, the Crosslake Park/Library Commission reviewed my role with LSS and made the following 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. The Commission makes this motion with the understanding that Mr. Henke is an employee of 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.

A letter from Terri Weyer, who is the Assistant Director of the LSS Senior Nutrition Program, is included with this staff report. I have also included the 2018 contract for the Food Transporter position.

I apologize for not bringing this in front of the entire City Council last January. Looking back on how this issue was handled, I think Dan and I should have informed the City Council of this in January and we would have avoided any misunderstandings that have taken place.

I am hopeful that the Crosslake City Council will support the continuation of my role with Lutheran Social Services as a Food Transporter. Please consider the following motion:

The Crosslake City Council supports the continuation of Jon Henke working as a Food Transporter for the Crosslake Senior Nutrition Program with the understanding that, from approximately 9:45 - 10:30 a.m Monday-Friday, he is employed by Lutheran Social Services (LSS) and not the City of Crosslake. Mr. Henke's position with LSS must not interfere with his full time duties as Director of Crosslake Parks, Recreation and Library Services. The City of Crosslake will not assume any liability for Mr. Henke's actions while he is serving in his role as a Food Transporter for Lutheran Social Services.

Council Action/Motion



December 4, 2017

To Whom It May Concern,

The Senior Nutrition Program in Crosslake is managed by Lutheran Social Service. The meals are prepared and packaged in Pine River and are transported Monday through Friday to Crosslake. We serve noon meals for older adults at Crosslake Community Center and volunteers distribute Meals on Wheels in the community to homebound older adults. We serve approximately 30-35 meals each day.

We see the importance and the need to serve older adults in the area. The congregate meals at the Community Center provide an opportunity to socialize as well as have a nutritious, home-style meal. Good nutrition and the daily safety check on homebound individuals provide support to keep them in their own homes.

In order to maintain a high level quality of service, it is imperative that we have dependable staff. Food transportation from Pine River to Crosslake is a significant piece for providing quality, hot food. Jon Henke has been our food transporter for the past year, and has provided reliable, timely, and consistent service. His knowledge of both the Senior Nutrition Program and the needs at the Crosslake Community Center have served us well. He understands both entities and is a valuable contributor to the success of our meal program. It is my hope that he continues to transport meals to your community, to ensure the older adults of Crosslake receive the quality meal service they deserve.

Respectfully,

Terri Weyer, LD

Assistant Director, LSS Sr. Nutrition Program

Volunteer Food Transport Driver/Crosslake 2018 Senior Nutrition LOS

Position Description

Purpose

- > Transport bulk food from central kitchen in Pine River to satellite site in Crosslake.
- > Load/unload bulk food containers or packaged meal trays into/out of vehicle.
- > Return empty containers to central kitchen in Pine River.

Qualifications

- Must have Minnesota drivers license and good driving record
- Must follow all MN State Department of Health food handling regulations
- Sensitivity to the confidentiality of all customers

Responsibilities

- Follow sanitation regulations in handling and transporting food.
- Use safe lifting techniques
- Deliver meals in a timely manner to maintain proper food temps.

Stipend Payment

- > Volunteers will be paid a stipend of \$40 per day for picking up meals in Pine River and delivering to Crosslake site.
- > Stipend amount has been determined based on an average of 21 serving days per month and is comparable to LSS's other volunteer stipend positions.

Process for Handling Stipend and Workers compensation.

- > Individuals will be paid the monthly stipend through accounts payable.
- > 1099's will be issued by the organization
- > Position will be eligible for workers compensation
 - When remuneration (whether in the form of money, services, goods) is provided for services rendered in relationship and worker compensation would apply.
 - units will need to be charged for workers compensation appropriately by Accounting/Finance

Volunteer Driver (print name)

Volunteer Driver (sign name)

Date

Assistant Director (print name)

Assistant Director (sign name)

Date

G.I.B.

Staff Report - Crosslake Parks, Recreation & Library

Date: December 6, 2017

To: Crosslake City Council

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

Subject: ROW Encroachment

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 of 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 their 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 Commission made the following motion at a meeting held on December 5th, 2017.

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.

The Park Department is asking the City Council for direction in this matter.

Parcel History

15464 Birch Narrows Road

141220000130009

11/22/2017 – Submitted application to build up on unattached garage. Denied permit until all encroachment issues are addressed with city.

8/14/2006 – P&Z contacted current owner about ROW encroachment (cutting trees, lawn and dock on ROW). Owner stated that he would not put his dock in that spot again, he will move it to the east. He was told to move his chair swing and he could remove no more vegetation. They needed to come to an agreement about what to do about the landscaping that was put in by the previous owner on the ROW.

2005 – Property Transfer

2002 – Property Transfer

10/18/2001 – Septic Compliance Inspection (PASSED) Site drawing shows drainfield partially underneath the unattached garage.

8/25/1999 – Septic Compliance Inspection (PASSED)

4/29/1998 – Permit 7033, Unattached Garage and House Addition

4/17/1998 – Variance (V1998-04) to remove attached garage that was 6-ft on ROW and replace with addition – variance granted for 2-ft setback where 10-ft is allowed. (Language about extending deck along new addition – no clarification from owner). Certificate of Survey from the variance application indicates the well is in the ROW.

8/7/1997 – Permit 6839, Deck

2005 – Property Transfer

9/19/1986 – Permit 2781, Entry, basement and additions to dwelling

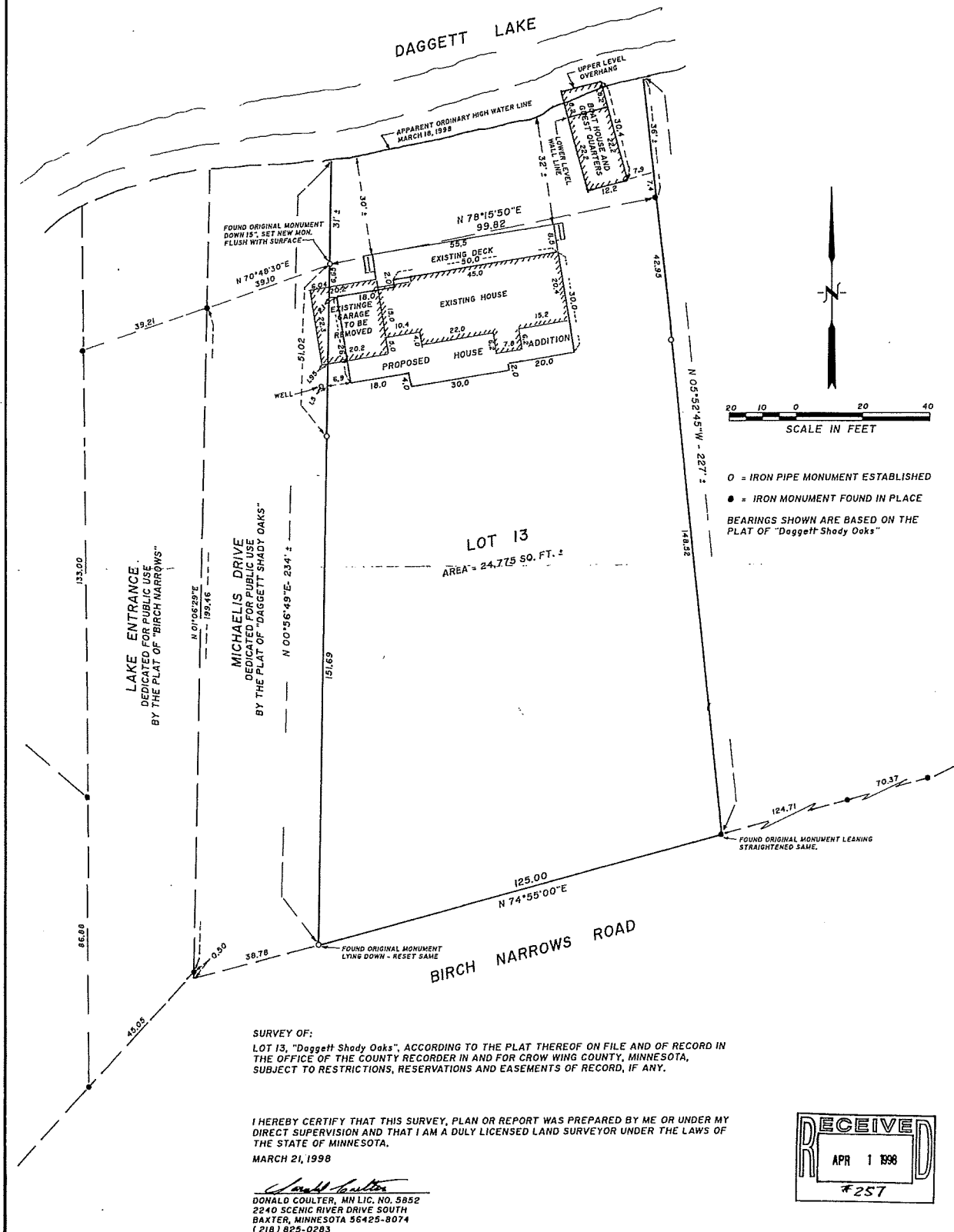
9/19/1986 – Variance (V1986-16) to build and entry deck lakeside of dwelling

8/20/1986 – Certificate of Installation (Septic)

8/18/1986 – Permit #2763, Septic

8/29/1977 – Permit 2027, Screen porch addition

CERTIFICATE OF SURVEY



Staff Report - Crosslake Parks, Recreation & Library

G.
I.
C.

Date: December 6, 2017

To: Crosslake City Council

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

Subject: Computer Upgrades

The Community Center is in need of new computers. City Administrator Mike Lyonais and I have been working with CTC to come up with some proposals. Our two current desk top computers are from 2012 and the laptop is from 2008.

We have received quotes from Dell Direct and also CDW-G. In talking with CTC about customer service we have decided to recommend that we purchase the computers from Dell Direct. The total cost for the three computers is \$3,673.76.

CTC is also recommending that we replace our firewall and also our network switches. CTC stated that the current switches were installed in 2007. An enterprise solution firewall is estimated at \$800.00 and the replacement network switch will run approximately \$400.

The addition of a new server is estimated to cost \$5,500 and adding a barracuda backup device would run around \$1,300 per year.

Total cost of computers and necessary upgrades - \$11,673.76.

The 2017 budget included \$2,563 for the purchase of computers. The remaining balance would come from unused funds in the 2017 Park Budget.

Council Action/Motion

Subject: Pay increase for Silver Sneakers Instructor Donna Keiffer

Donna Keiffer has been the Community Center Aerobics and Silver Sneaker instructor for almost 20 years. The Silver Sneaker Program is a vital part of our fitness offerings at the Center.

Revenues for this program have increased year after year and one of the main reasons for the revenue increase is the quality of our instructor. After discussing this matter with the City Administrator, the Park Department would like to recommend that Donna Keiffer be provided a \$2.00 per class increase in 2018.

Council Action/Motion

Subject: 2018 Fitness Equipment Purchase

The Crosslake Community Center would like to purchase new strength stations for the fitness room in 2018. The current equipment was purchased in 2007 and is now more than ten years old. In 2013 the Crosslake City Council approved the concept of setting aside \$13,000 worth of fitness room revenues each year to put towards future purchases for the fitness room. This procedure would eliminate the need to go to the tax payers when older equipment would need to be replaced.

The Park Department would recommend that the funds to complete the purchase would derive from the fitness room reserve account. We have based our recommended budget amount on quotes that we received from two different equipment vendors. Please consider a motion to place \$33,000 into the 2018 Park Budget to complete the fitness room upgrades.

Council Action/Motion

CROSSLAKE PUBLIC WORKS

G. Z. a.

CITY OF CROSSLAKE

To: CITY COUNCIL
From: TED STRAND
Date: 11/28/2017
Re: The Engineering for 2018

We have a very busy 2018 season with the Waste Water plant improvements as well as Manhattan Point improvements and all of the other things that come up. As well as a staff member retiring. I am asking the Council to continue to work WSN for the roads and Bolton & Menk for the Waste Water plant improvements. I have many goals to get done this year, ask me about them let's talk. Ted Strand Director of Public Works

MEMO TO: City Council

FROM: Public Works Director Ted Strand

DATE: December 7, 2017

With the direction from City Administrator at this time I would like the Council to consider to GIS road inventory. The original road inventory was 1996 and updated in 2007. We have made a lot of improvements and road conditions have changed also. It's my belief that its time. The GIS would be a valuable tool for City. I have talked with Planning Zoning this would be asset for them also. Mike, John and I have meet with WSN and I have a proposal for service from WSN. I would like the Council to move forward with this. I look forward to the discussion with the council. Ted Strand Director Public Works

A handwritten signature in black ink, appearing to read "Ted Strand", with a long horizontal flourish extending to the right.



September 29, 2017

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

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

218.829.5117
218.829.2517
Brainerd@wsn.us.com

WidethSmithNolting.com

RE: Proposal for Professional Services
Road Inventory/Capital Improvement Plan (CIP) Updates

Dear Mayor and Council Members:

We are pleased to provide this proposal for professional engineering services as requested by City Staff. This proposal provides for services to update the existing Crosslake City Road Inventory, and to update the Capital Improvement Plan for roadway improvements.

Wideth Smith Nolting prepared the original road inventory in 1996, and updated it in 2007. Since then, the City has completed an annual spring road tour to determine needs for both gravel and bituminous surfaced public roadways that are maintained by the City. WSN has completed Capital Improvement Plan updates for the City annually since 2008.

Scope of Services – Road Inventory Updates

Provide professional engineering services for a comprehensive street condition survey of streets within the City limits. Work to include a visual inspection of all streets with City staff to evaluate the condition of each street. The purpose of this inspection is to get a preliminary indication of the pavement condition and to categorize the streets using the following rating system.

- 0-1 New or Nearly New
- 2 Thin Overlay
- 3 Major Overlay
- 4 Reclaim
- 5 Reconstruction
- 6 Gravel

This information will be inserted into a GIS database along with length and width information to determine an estimated cost for each street (width dimensions from inventory). The information will be presented as follows:

1. An overall street condition exhibit.
2. A series of exhibits showing the cost of each street for each of the pavement conditions listed above.
3. A series of comprehensive exhibits (pie chart and/or bar chart) showing the total city streets by length, condition, and cost.
4. A summary of overall pavement conditions based on length (miles) and cost.

Work to include presentation of information to City staff and Public Works Commission.

Scope of Services – Capital Improvement Plan Updates

1. We will review the roads prioritized for improvements within the next five years, and review with City staff the need for any additional or specific roadway improvements that may affect cost.
2. Programming for roadway improvements will include discussion with City staff and the Road Committee to finalize the priority list, and annual capital improvement budgets that would be needed to complete the recommended roadway upgrades.



3. If the City determines bonding is necessary to complete the improvements, then additional services will be needed to prepare presentation materials and conduct a public hearing to adopt a street reconstruction plan. This work is not included in this proposal. It is recommended the City consult with its bond counsel in advance of the hearing for other procedural requirements that may be necessary if the City wishes to bond for the improvements.

We propose to complete the listed scope of services for a total fee that is estimated at \$14,800.00. If the City Council agrees with the scope of services and estimated fee, please sign this letter proposal as our authorization to proceed. Thank you for your consideration.

Sincerely,

WIDSETH SMITH NOLTING

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

David S. Reese, P.E.
Professional Engineer

Cc: Mike Lyonals, City Administrator

Fees shall be billed monthly in accordance with our fee schedule that is in effect when the work is performed with payment due within 30 days of billing. Attached is our 2017 fee schedule and General Provisions of Professional Services Agreement.

Road Inventory and CIP Updates

Hourly Estimated \$14,800.00

Proposed by Widseth Smith Nolting

Accepted by City of Crosslake

A handwritten signature in dark ink, appearing to read "Mark V. Hallan".

Mark V. Hallan, P.E. Vice President

Authorized Signature

Date

Authorized Signature

Date

General Provisions of Professional Services Agreement

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

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

ARTICLE 1. PERIOD OF SERVICE

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

ARTICLE 2. SCOPE OF SERVICES

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

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

ARTICLE 3. COMPENSATION TO WSN

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

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

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



ARTICLE 4. ABANDONMENT, CHANGE OF PLAN AND TERMINATION

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

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

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

ARTICLE 5. DISPOSITION OF PLANS, REPORTS AND OTHER DATA

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

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

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

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

ARTICLE 7. CLIENT'S RESPONSIBILITIES

A. To permit WSN to perform the services required hereunder, the CLIENT shall supply, in proper time and sequence, the following at no expense to WSN:

1. Provide all program, budget, or other necessary information regarding its requirements as necessary for orderly progress of the work.
2. Designate in writing, a person to act as CLIENT's representative with respect to the services to be rendered under this Agreement. Such person shall have authority to transmit instructions, receive instructions, receive information, interpret and define CLIENT's policies with respect to WSN's services.
3. Furnish, as required for performance of WSN's services (except to the extent provided otherwise in the Letter Agreement or any Exhibits attached hereto), data prepared by or services of others, including without limitation, core borings, probes and subsurface explorations, hydrographic and geohydrologic surveys, laboratory tests and inspections of samples, materials and equipment; appropriate professional interpretations of all of the foregoing; environmental assessment and impact statements; property, boundary easement, right-of-way, topographic and utility surveys; property descriptions; zoning, deed and other land use restriction; and other special data not covered in the Letter Agreement or any Exhibits attached hereto.
4. Provide access to, and make all provisions for WSN to enter upon publicly or privately owned property as required to perform the work.
5. Act as liaison with other agencies or involved parties to carry out necessary coordination and negotiations; furnish approvals and permits from all governmental authorities having jurisdiction over the Project and such approvals and consents from others as may be necessary for completion of the Project.
6. Examine all reports, sketches, drawings, specifications and other documents prepared and presented by WSN, obtain advice of an attorney, insurance counselor or others as CLIENT deems necessary for such examination and render in writing, decisions pertaining thereto within a reasonable time so as not to delay the services of WSN.
7. Give prompt written notice to WSN whenever CLIENT observes or otherwise becomes aware of any development that affects the scope of timing of WSN's services or any defect in the work of Construction Contractor(s), Consultants or WSN.
8. Initiate action, where appropriate, to identify and investigate the nature and extent of asbestos and/or pollution in the Project and to abate and/or remove the same as may be required by federal, state or local statute, ordinance, code, rule, or regulation now existing or hereinafter enacted or amended. For purposes of this Agreement, "pollution" and "pollutant" shall mean any solid, liquid, gaseous or thermal irritant or contaminant, including smoke, vapor, soot, alkalis, chemicals and hazardous or toxic waste. Hazardous or toxic waste means any substance, waste pollutant or contaminant now or hereafter included within such terms under any federal, state or local statute, ordinance, code, rule or regulation now existing or hereinafter enacted or amended. Waste further includes materials to be recycled, reconditioned or reclaimed.

If WSN encounters, or reasonably suspects that it has encountered, asbestos or pollution in the Project, WSN shall cease activity on the Project and promptly notify the CLIENT, who shall proceed as set forth above. Unless otherwise specifically provided in the Letter Agreement, the services to be provided by WSN do not include identification of asbestos or pollution, and WSN has no duty to identify or attempt to identify the same within the area of the Project.

With respect to the foregoing, CLIENT acknowledges and agrees that WSN is not a user, handler, generator, operator, treater, storer, transporter or disposer of asbestos or pollution which may be encountered by WSN on the Project. It is further understood and agreed that services WSN will undertake for CLIENT may be uninsurable obligations involving the presence or potential presence of asbestos or pollution. Therefore, CLIENT agrees, except (1) such liability as may arise out of WSN's sole negligence in the performance of services under this Agreement or (2) to the extent of insurance coverage available for the claim, to hold harmless, indemnify and defend WSN and WSN's officers, subcontractor(s), employees and agents from and against any and all claims, lawsuits, damages, liability and costs, including, but not limited to, costs of defense, arising out of or in any way connected with the presence, discharge, release, or escape of asbestos or pollution. This indemnification is intended to apply only to existing conditions and not to conditions caused or created by WSN. This indemnification shall survive the termination of this Agreement.

9. Provide such accounting, independent cost estimating and insurance counseling services as may be required for the Project, such legal services as CLIENT may require or WSN may reasonably request with regard to legal issues pertaining to the Project including any that may be raised by Contractor(s), such auditing service as CLIENT may require to ascertain how or for what purpose any Contractor has used the moneys paid under the construction contract, and such inspection services as CLIENT may require to ascertain that Contractor(s) are complying with any law, rule, regulation, ordinance, code or order applicable to their furnishing and performing the work.

10. Provide "record" drawings and specifications for all existing physical features, structures, equipment, utilities, or facilities which are pertinent to the Project, to the extent available.

11. Provide other services, materials, or data as may be set forth in the Letter Agreement or any Exhibits attached hereto.

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

ARTICLE 8. OPINIONS OF COST

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

ARTICLE 9. CONSTRUCTION PHASE SERVICES

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

ARTICLE 10. REVIEW OF SHOP DRAWINGS AND SUBMITTALS

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

ARTICLE 11. REVIEW OF PAY APPLICATIONS

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

ARTICLE 12. REQUESTS FOR INFORMATION (RFI)

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

ARTICLE 13. CONSTRUCTION OBSERVATION

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

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

ARTICLE 14. BETTERMENT

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

ARTICLE 15. CERTIFICATIONS, GUARANTEES AND WARRANTIES

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

ARTICLE 16. CONTINGENCY FUND

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

ARTICLE 17. INSURANCE

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

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

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

ARTICLE 18. ASSIGNMENT

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

ARTICLE 19. NO THIRD-PARTY BENEFICIARIES

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

ARTICLE 20. CORPORATE PROTECTION

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

ARTICLE 21. CONTROLLING LAW

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

ARTICLE 22. ASSIGNMENT OF RISK

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

ARTICLE 23. NON-DISCRIMINATION

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

ARTICLE 24. SEVERABILITY

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

ARTICLE 25. PRE-LIEN NOTICE

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

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

WIDSETH SMITH NOLTING



2017 FEE SCHEDULE

CLASSIFICATION	HOURLY RATE
<u>Engineer/Architect/Surveyor/Scientist/Wetland Specialist/Geographer</u>	
Level I	\$ 94.00
Level II	\$113.00
Level III	\$138.00
Level IV	\$148.00
Level V	\$165.00
<u>Technician</u>	
Level I	\$ 63.00
Level II	\$ 80.00
Level III	\$ 95.00
Level IV	\$110.00
Level V	\$120.00
Computer Systems Specialist	\$120.00
Senior Funding Specialist	\$110.00
Marketing Specialist	\$ 95.00
Funding Specialist	\$ 80.00
Administrative Assistant	\$ 54.00

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

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.



Real People. Real Solutions.

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

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

Crosslake WWTF Improvements

Date: December 11, 2017
To: Public Works Committee/City Council
From: John Graupman, Mike Rardin, Phil Martin
Cc: Ted Strand - Public Works Director
Subject: Project Update

The following is intended to provide an update for WWTF improvements.

Project Update

1. Contractor started to mobilize equipment to site on October 5, 2017
2. Progress to date has been directed at constructing the concrete tanks
 - a. The Water Storage Tank bottom slab and walls have been poured.
 - b. The EQ Basin bottom and intermediate slabs have been poured; the walls are being formed and that concrete may be placed this week.
 - c. The 12" EQ basin pipe to the south oxidation ditch has been started with a wall penetration completed into the south oxidation ditch.
 - d. The 6" drain pipe and slab penetration has been completed on the south oxidation ditch.

Planned Work

1. Continue construction of walls, high slab, and top slab on EQ Basin.
2. Continue construction of top slab on Water Storage Tank
3. Install 12" EQ basin pipe into north oxidation ditch.
4. Install 6" drain pipe and slab penetration in north oxidation ditch.

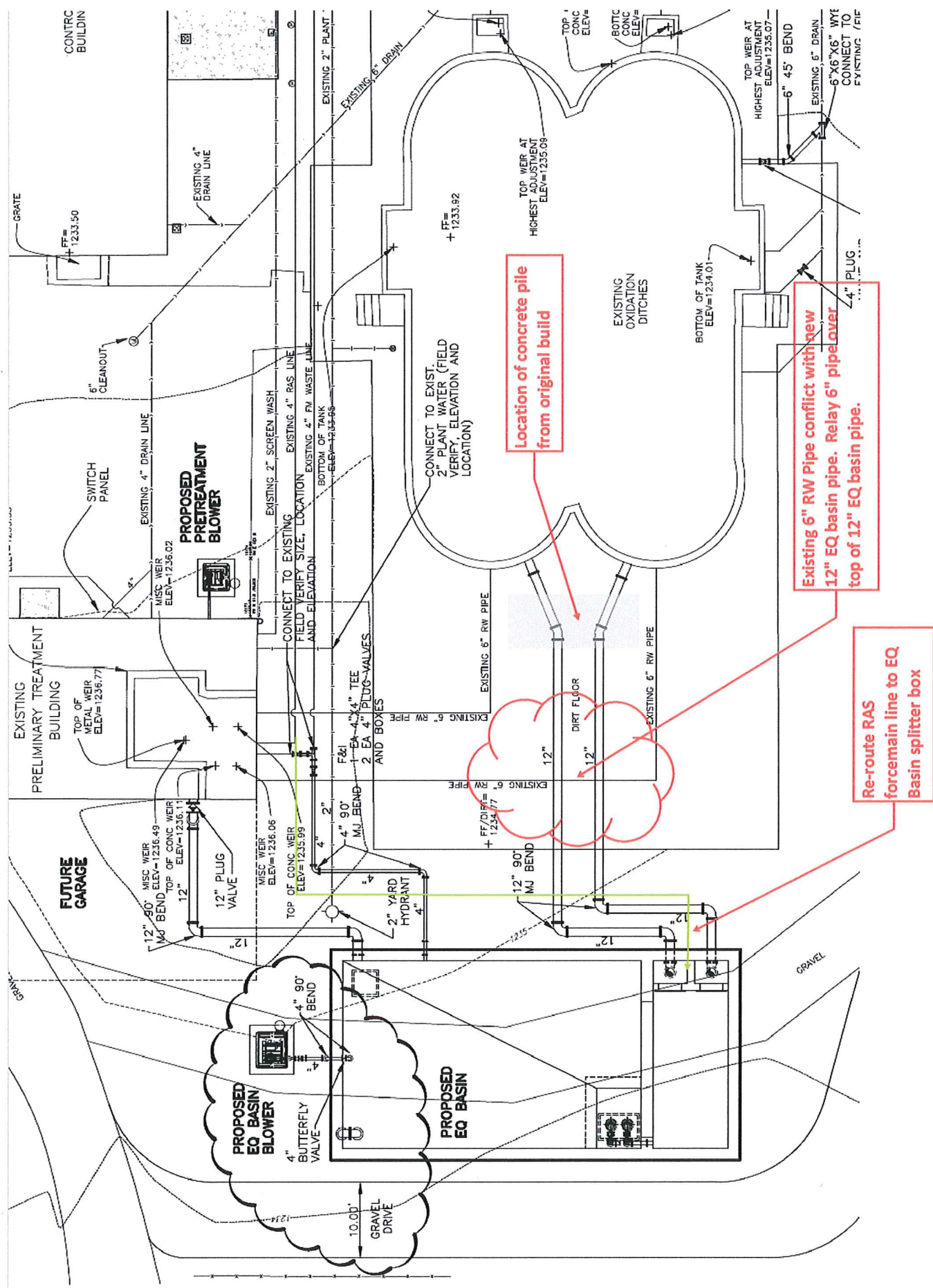
Issues/Challenges

Existing WWTF record plans were incomplete with regard to pipe installations. As a result, unforeseen conflicts with buried materials and other piping has been identified. The items identified to date are listed below and some depicted in the attached exhibit:

1. Install of the 12" EQ basin pipe encountered a pile of concrete from the original build adjacent to the oxidation ditch foundation. This condition has required additional time for the contractor to break up the concrete to get the pipe properly installed. Extra costs for this remain to be determined.
2. The new 12" EQ basin pipe conflicts with the existing 6" pipe to the south oxidation ditch. No records from the original construction plan were found during design or by City staff that show the pipe elevation. During investigation of the 6" pipe by City staff, it was found to be full of solids and installed with a pipe backslope (i.e. pipe slope away from the oxidation ditch rather than to the oxidation ditch as would be expected). The 6" pipe will be temporarily raised to avoid a conflict and the RAS piping will be relocated - cost estimated at \$11,923.13.
3. 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.
4. RAS pump inlet isolation valves (3) have been identified by staff as failing. These can be replaced as a part of the project. Pricing remains to be determined.

Schedule

Project work began in earnest in late October when dewatering efforts lowered the groundwater table to an acceptable level. Since that time, the contractor has progressed with tank work. Site piping for the water tank storage and filter back wash will be completed in spring 2018. Contractor's goal is to have the EQ basin in operation for the St. Patrick's Day weekend in the City.



PROPOSAL

PR #1



EAGLE
CONSTRUCTION COMPANY

Eagle Construction Company, Inc.
515 9th Ave NW
Little Falls, MN 56345

ATTN: John Graupman - BMI
1960 Premier Drive
Mankato, MN 56001

Project: Crosslake WWTF Improvements
Date: 12/6/17

Description: Per request to provide pricing for additional 4" RAS pipe to the equalization tank splitter box with the addition of 2 valves.

DESCRIPTION	Qty	Units	RATE	TOTAL
Labor to Install Additional 4" DIP	32	MHS	\$75.00	\$2,400.00
JD 270 Backhoe	8	HRS	\$133.00	\$1,064.00
4" DIP	141	LF	\$24.00	\$3,384.00
4" Bends & Fittings	1	LS	\$315.00	\$315.00
4" Plug Valves w/ Box	2	EA	\$1,126.00	\$2,252.00
4" Restraints, Bolts & Nuts	21	EA	\$35.00	\$735.00
4" Link Seal	1	EA	\$95.00	\$95.00
			Mark- up 15%	\$1,536.75
			Bond 1.2%	\$141.38

TOTAL AMOUNT

\$11,923.13

Thank you for the opportunity to Quote this work for you.

Regards,

Jayd Newman
Eagle Construction Company, Inc.
320-632-5429

PROPOSAL
PR #2



EAGLE
CONSTRUCTION COMPANY

Eagle Construction Company, Inc.
515 9th Ave NW
Little Falls, MN 56345

ATTN: John Graupman - BMI
1960 Premier Drive
Mankato, MN 56001

Project: Crosslake WWTF Improvements
Date: 12/6/17

Description: Credit to relocate the 6" Drain line from the South end of the Oxidation Ditch to the East End of the Oxidation Ditch.

CREDIT ITEMS				
DESCRIPTION	Qty	Units	RATE	TOTAL
4" Plug Valve Materials	1	EA	(\$1,308.00)	(\$1,308.00)
Installation Labor	56	MHS	(\$75.00)	(\$4,200.00)
JD 270 Backhoe	16	HRS	(\$133.00)	(\$2,128.00)
Shoring Support	1	LS	(\$1,500.00)	(\$1,500.00)
Credit Subtotal				(\$9,136.00)

ADDITIONAL ITEMS				
DESCRIPTION	Qty	Units	RATE	TOTAL
Labor to Install Additional 6" DIP	12	MHS	\$75.00	\$900.00
JD 270 Backhoe	4	HRS	\$133.00	\$532.00
6" Plug Valve & Box	1	EA	\$1,466.00	\$1,466.00
6" Link Seal	1	EA	\$133.00	\$133.00
6" DIP	45	LF	\$16.00	\$720.00
6" Tee	1	EA	\$90.00	\$90.00
6" MJ Long Sleeve	2	EA	\$56.00	\$112.00
6" Restraints, Bolts & Nuts	6	EA	\$45.00	\$270.00
Mark- up 15%				\$633.45
Bond 1.2%				\$58.28
Subtotal				\$4,914.73

Credit Amount	(\$9,136)
Additional Items	\$4,914.73
TOTAL CREDIT AMOUNT	(\$4,221.27)

Thank you for the opportunity to complete this work for you.

Regards,

Jayd Newman
Eagle Construction Company, Inc.
320-632-5429