AGENDA
REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, JANUARY 13, 2014
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. CRITICAL ISSUES –
1. Crow Wing County Highway Engineer Tim Bray – Address Issues Regarding County Highways
2. Brent Christensen from MTA (Minnesota Telecom Alliance) to Discuss Issue of Dropped Calls

C. ORGANIZATIONAL MEETING APPOINTMENTS
1. Designate Acting Mayor – (Council Action-Motion)
2. Appointment of 2-Ex Officios to the Fire Relief Association (Mayor and Finance Director/Treasurer) (Council Action-Motion)
3. Approve Schedule of Regular Council Meetings – (2nd and 4th Monday of Month at 7:00 P.M.) (Council Action-Motion)
4. Appointment of Official Newspaper (Currently Northland Press) (Council Action-Motion)
   a. Letter dated December 26, 2013 from Paul Boblett Re: 2014 Rates
   b. Letter from Echo Publishing Re: 2014 Rates
5. Letter dated December 10, 2013 from DJV Consulting Re: Fee Adjustment
6. Memo dated January 6, 2014 from Mayor Schneider Re: Committee Liaison Appointments (Council Action-Motion)
7. Memo dated January 6, 2014 from Mayor Schneider Re: Commission Appointments (Council Action-Motion)

D. CONSENT CALENDAR – NOTICE TO THE PUBLIC – All items here listed are considered to be routine by the City Council and will be acted on by one motion. There will be no separate discussion on these items unless a Citizen or Councilmember so requests:
1. Regular Council Meeting Minutes of November 18, 2013
2. Public Information Meeting Minutes of December 3, 2013
3. Regular Council Meeting Minutes of December 9, 2013
4. City – Month End Revenue Report dated December 2013
5. City – Month End Expenditures Report dated December 2013
6. December 2013 Budget to Actual Analysis
7. Pledged Collateral Report from Mike Lyonais
8. JOBZ Project Summary and Recommendation to Close Fund
9. Letter dated December 10, 2013 from League of MN Cities Insurance Trust Re: 2013 Property/Casualty Dividend

10. Official Depositories – (Frandsen Bank, BlackRidge Bank, Lakes State Bank, 4M Fund, RiverWood Bank and Merrill Lynch) (Council Action-Motion)
11. Designate Signatories on City Checking and Savings Accounts – (Mayor, Acting Mayor, Finance Director/Treasurer, General Manager, and City Clerk) (Council Action-Motion)
12. Designate Signatories on Utilities Checking and Savings Accounts – (Mayor, Acting Mayor, Finance Director/Treasurer, General Manager, City Clerk and Office Manager) (Council Action-Motion)
13. Appointment of City Engineer (Council Action-Motion)
14. Appointment of Legal Services (Council Action-Motion)
    a. Civil (Breen & Person) (No change - $125/per hour)
    b. Labor (Johnson, Killen & Seiler)
    c. Prosecuting (Mallie)
    d. Bond Counsel (Briggs & Morgan)
15. Approve 2014 Mileage Reimbursement Rate (Current IRS Amount is $0.56) (Council Action-Motion)
16. Approve Weed Inspector – (Mayor Schneider) (Council Action-Motion)
17. Approve Assistant Weed Inspector – (Ted Strand) (Council Action-Motion)
18. Crosslake Communications Highlights Report for December 2013
19. Crosslake Communications Regular Meeting Minutes of December 31, 2013
20. Crosslake Communications Customer Counts
21. Police Report for Crosslake – December 2013
22. Police Report for Mission Township – December 2013
23. 2013 Annual Police Report for Crosslake
24. 2013 Annual Police Report for Mission Township
25. Crow Wing County Sheriff's Office Community Update
26. Fire Department Report – December 2013
27. North Ambulance Run Report – December 2013
28. November 2013 Wastewater Treatment Discharge Monitoring Report
29. EDA Meeting Minutes of December 4, 2013
30. Planning and Zoning Commission Meeting Minutes of November 22, 2013
31. Crow Wing County Water Plan Newsletter
32. Crosslake Roll-Off Recycling Report for December 2013
33. Waste Partners Recycling Report for November 2013
34. Memo dated January 3, 2014 from Charlene Nelson Re: Group Transient Merchant Permit
35. Application for Permit for Display of Fireworks from Zambelli Fireworks During Winterfest on January 31, 2014
36. Bills Paid from 12/10/13 to 12/31/13
37. Bills for Approval - January

E. MAYOR'S REPORT

F. CITY ADMINISTRATOR'S REPORT

1. Memo dated January 7, 2014 from City Clerk Re: Ordinance Amendment Pertaining to Licensing of Landscape Contractors and Excavators (Council Action-Motion)

2. Letter dated January 9, 2014 from Labor Attorney Steve Fecker Re: Kenneth R. Anderson Separation Agreement, Waiver and Release and AFSCME Council 65 - Bryan Hargrave Settlement Agreement, Waiver and Release (Council Action-Motion)

G. COMMISSION REPORTS

1. PLANNING AND ZONING

a. Chris Pence – Ordinance Revision Process Update and Year End Permit Summary

2**. PARK AND RECREATION/LIBRARY**

a. Staff Report dated January 8, 2014 from Jon Henke Re: Community Center Activities (Council Action-Motion)

H. CITY ATTORNEY REPORT

I. OLD BUSINESS

J. NEW BUSINESS

K. PUBLIC FORUM

L. ADJOURN

Northland
PRESS

P.O. Box 145, Outing 56662 • 13833 Riverwood Lane, Suite 2. Crosslake 56442
Phone: 218.692.5842 Fax: 218.692.5844 • news@northlandpress.com • www.northlandpress.com

December 26, 2013

To: Crosslake City Council
Re: 2014 Legal Newspaper Designation

Dear Mayor and City Council,

I would like to take this opportunity to thank the City of Crosslake for designating the Northland Press as your legal newspaper in 2013. We would like to continue as your resource for legal publishing in 2014.

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

The rate for publishing legal and public notices in 2014 will be $8.30 per column inch (a discount of nearly 10% off our open rate of $9.20). All notices will be posted on our website as required by Minnesota Statute. The paper is for sale at several retail outlets in the lakes area for residents that do not have a post office box, or are seasonal. We also offer subscriptions for six months and one year.

Enclosed with this letter is a copy of our filing with the Minnesota Secretary of State for your reference.

Again, thank you for your consideration to continue as your legal newspaper. Please direct any questions to me. I can be reached at 218-692-5842 (office) or 218-340-4162 (cell), or via email at paul@northlandpress.com.

Sincerely,

Paul Boblett

Paul Boblett
Owner/Editor
Northland Press

71591510002

Office of the Minnesota Secretary of State

Legal Newspaper Status Application

Minnesota Statutes, Chapter 331A.02

Must be filed between September 1 and December 31, each year
Filing Fee: $45 for expedited service in-person, $25 if submitted by mail
Please read the instructions before completing this form.

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

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

STATE OF MINNESOTA
DEPARTMENT OF STATE
FILED
DEC 5 2013
Mark Ritchie
Secretary of State

NK

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

Name of Newspaper: ______

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

City: ______ State: MN Zip Code: ______

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

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

5. **Name and daytime phone number of contact person:**

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

6. **Email Address for Official Notices**

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

E-Mail Address: jo@northlandpress.com

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

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

Joanne W. Boblett — 11/26/13
Signature of Authorized Representative (Required) — Date

To: The Crosslake City Council
Re: Legal Newspaper for 2014

The Echo Journal is applying to be the legal publication for the City of Crosslake in 2014.

The Echo Journal is a qualified publication for publishing public notices. The Echo Journal has also covered Crosslake City Council meetings more than three decades. The community counts on the Echo Journal for the council proceedings.

All legals are published in the Echo Journal classified section (with a total paid distribution of 4,779 copies based on the March 31, 2013 Circulation Verification Council audit) and also on the pineandlakes.com website.

Echo Publishing will also agree to also publish the Crosslake legals in our Echoland/Piper Shopper at no charge in 2014 – an additional 1,455 weekly average copies in the Crosslake city limits (CVC audit 2013).

Echo Publishing & Printing legal rate is $8.25 per column inch, which includes online publishing.

Thanks again for considering the Echo Journal for publishing City of Crosslake legals/public notices in 2014.

Pete Mohs

Pete Mohs
Publisher
Echo Publishing
(218) 855-5855

DJV CONSULTING, LLC
DANIEL J. VOGT
332 ASPEN COURT
BRAINERD, MN 56401
218-839-0546
DJVCONSULTINGLLC@GMAIL.COM

December 10, 2013

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

Dear Mayor and Council:

Let me begin by stating that I have enjoyed my time providing administrative consulting services for the City of Crosslake. This has been a challenging yet rewarding experience for me. During the time while my services have been retained, you have asked me to accomplish a number of projects including the hiring of a new Finance Director, updating of job descriptions for Department Heads and the Police Sergeant, work on the transitional process taking place in the Planning & Zoning Department, the adjustment of how health insurance benefits are calculated for non-union employees, and to initiate the bidding process for health insurance benefits to name a few. To perform these services, I have been averaging about 10 hours per week. I expect that this number of hours of work per week will continue into the foreseeable future. I am hopeful that you have been satisfied with the service I have been providing to the City.

Similar to my consulting services in the other community where I have been retained, my fee is adjusting to $65 per hour effective January 1, 2014. Please note that this $5 per hour fee increase is accommodated in the 2014 budget. To enact this adjustment, I am requesting that the Council amend my current agreement with the City to reflect this increase at your meeting to be held on Monday, January 13, 2014.

Thank you very much.

Sincerely,

Daniel J. Vogt
DJV Consulting, LLC

MEMO TO:	2014 City Council Members
FROM:	Mayor Schneider
DATE:	January 6, 2014
SUBJECT:	Committee Liaison Appointments

I hereby recommend the following liaison assignments for 2014:

• Building & Grounds	Steve Roe
• Communications	John Moengen
• Economic Development Authority	Steve Roe Mark Wessels
• Emergency Management Director	Bob Hartman
• Fire Department	John Moengen
• Park & Recreation/Library	Mark Wessels
• Personnel Committee	Darrell Schneider John Moengen, Finance Director/Treasurer General Manager
• Planning and Zoning Commission	Gary Heacox
• Public Safety	Darrell Schneider Fire Chief Police Chief City Administrator/Consultant
• Public Works/Cemetery/Sewer	John Moengen
• Recycling	Steve Roe

MEMO TO: City Council

FROM: Mayor Schneider

DATE: January 6, 2014

SUBJECT: Commission Appointments

I hereby recommend the following reappointments:

Planning and Zoning Commission
- Aaron Herzog - appointment to 1st – 3 year term to expire 1/31/17
- Joel Knippel - appointment to 1st – 3 year term to expire 1/31/17

Park/Library Commission
- Ronald Lessard - appointment to 2nd – 3 year term to expire 1/31/17

Public Works Commission
- Tim Berg - appointment to 1st – 3 year term to expire 1/31/17

Utility Advisory Board
- Ann Schrupp - appointment to 1st – 3 year term to expire 1/31/17
- Gordon Siemers - appointment to 1st – 3 year term to expire 1/31/17

REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, NOVEMBER 18, 2013
7:00 P.M. – CITY HALL

The Council for the City of Crosslake met in the Council Chambers of City Hall on Monday, November 18, 2013. The following Council Members were present: Mayor Darrell Schneider, Steve Roe, Gary Heacox, John Moengen and Mark Wessels. Also present were City Administrator/Consultant Dan Vogt, City Clerk Char Nelson, Public Works Director Ted Strand, Park and Recreation Director Jon Henke, General Manager Paul Hoge, Finance Director/Treasurer Mike Lyonais, Crow Wing County Land Services Supervisor Chris Pence, Police Chief Bob Hartman, City Attorney Brad Person, City Engineer Dave Reese, Northland Press Reporter Paul Boblett, and Echo Publishing Reporter Kate Perkins. There were approximately six people in the audience.

A. CALL TO ORDER – Mayor Schneider called the Regular Council Meeting to order at 7:00 P.M. The Pledge of Allegiance was recited. MOTION 11R1-01-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY MARK WESSELS TO APPROVE THE ADDITIONS TO THE AGENDA. MOTION CARRIED WITH ALL AYES.

B. CRITICAL ISSUES – Patrick Trottier of Stonemark Land Surveying Inc. appeared before the Council on behalf of June Wallace to request the Council consider approval of a road vacation of a portion of Silver Peak Road. Attorney Person stated that if there is no future need for the property and all adjacent property owners are in favor, the City could approve the vacation. Each road vacation is unique and should be looked at individually. The road in question does not lead to water. Every parcel will have road access. MOTION 11R1-02-13 WAS MADE BY MARK WESSELS AND SECONDED BY JOHN MOENGEN TO APPROVE THE ROAD VACATION ON SILVER PEAK ROAD WITH THE CONDITION THAT THE DEED TO EACH PROPERTY OWNER BE RECORDED AT THE TIME OF THE RECORDING OF THE ROAD VACATION. MOTION CARRIED 4-1 WITH STEVE ROE OPPOSED.

C. CONSENT CALENDAR – MOTION 11R1-03-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY STEVE ROE TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR: (1.) REGULAR MEETING MINUTES OF OCTOBER 28, 2013; (2.) CITY MONTH END REVENUE REPORT DATED OCTOBER 2013; (3.) CITY MONTH END EXPENDITURE REPORT DATED OCTOBER 2013; (4.) OCTOBER 2013 BUDGET TO ACTUAL ANALYSIS; (5.) PLEDGED COLLATERAL REPORT FROM MIKE LYONAIS; (6.) CROSSLAKE COMMUNICATIONS – BALANCE SHEET AND INCOME STATEMENT / DETAIL OF RESERVE BALANCES DATED SEPTEMBER 30, 2013; (7.) CROSSLAKE COMMUNICATIONS CHECK REGISTER DATED 9/1/13-9/30/13 IN THE AMOUNT OF $284,269.40; (8.) CROSSLAKE COMMUNICATIONS REGULAR MEETING MINUTES OF OCTOBER 29, 2013; (9.) CROSSLAKE COMMUNICATIONS CUSTOMER COUNTS; (10.) CROSSLAKE COMMUNICATIONS HIGHLIGHTS REPORT FOR OCTOBER 2013; (11.) OCTOBER 2013 POLICE REPORT FOR CROSSLAKE; (12.) OCTOBER 2013 POLICE REPORT

FOR MISSION TOWNSHIP; (13.) OCTOBER 2013 FIRE DEPARTMENT REPORT; (14.) OCTOBER 2013 NORTH AMBULANCE RUN REPORT; (15.) SEPTEMBER 2013 WASTEWATER TREATMENT DISCHARGE MONITORING REPORT; (16.) CROSSLAKE ROLL OFF RECYCLING REPORT FOR OCTOBER 2013; (17.) CITY COUNTY TOWNSHIP ROADWAY MAINTENANCE AND CONSTRUCTION COORDINATION MEETING MINUTES OF OCTOBER 28, 2013; (18.) BILLS FOR APPROVAL IN THE AMOUNT OF $130,057.39; AND (19.) ADDITIONAL BILLS FOR APPROVAL IN THE AMOUNT OF $3,355.22. MOTION CARRIED WITH ALL AYES.

D. MAYOR'S REPORT

1. Included in the packet was a notice for an Open House to be held Tuesday, December 17, 2013 from 5:00 PM to 7:00 PM at Crosslake City Hall for the purpose of having Crow Wing County Highway Department inform the public of the alternative selected and associated impacts and to answer questions regarding the CSAH 36 Reconstruction Project that will take place in 2015.
2. It was the consensus of the Council to cancel the second Regular Council Meeting for December scheduled for December 23, 2013 at 7:00 P.M. December meetings will include a Public Informational Meeting to discuss the 2014 Budget on December 3, 2013 at 7:00 and Regular Council Meeting on December 9, 2013 at 7:00 P.M.
3. MOTION 11R1-04-13 WAS MADE BY MARK WESSELS AND SECONDED BY GARY HEACOX TO APPROVE THE FOLLOWING COMMISSION APPOINTMENTS: BILL FORSYTHE AS ALTERNATE TO EDA; MATT KUKER AS ALTERNATE TO PLANNING AND ZONING COMMISSION; MARK LAFON AS MEMBER TO PLANNING AND ZONING COMMISSION TO FILL THE REMAINDER OF A TERM TO EXPIRE 1/31/15; GARY NORDSTROM TO PARK AND RECREATION/LIBRARY COMMISSION TO FILL THE REMAINDER OF A TERM TO EXPIRE 1/31/15; AND TIM BERG TO PUBLIC WORKS/CEMETERY/SEWER COMMISSION TO FILL REMAINDER OF A TERM TO EXPIRE 1/31/14. Steve Roe asked if there were any other applicants for the Planning and Zoning Commission. The Mayor replied that there was another applicant but that he filled the positions on a first come/first serve basis. MOTION CARRIED WITH ALL AYES.
4. Mayor Schneider announced that staff has received the first draft of the Land Use Ordinance Revisions. The draft will be available on the City's website on a date to be determined in December.

E. CITY ADMINISTRATOR'S REPORT

1. City Administrator/Consultant Dan Vogt reported that staff has reconciled Planning and Zoning expenditures and revenues from 2011 through 2013 and found that many reimbursements for legal, engineering, and recording fees have not been paid by the applicants. There is no documentation whether bills were sent to these individuals or not. Steve Roe noted that it would only be fair to those who had already reimbursed the City, to collect the outstanding balances from those who have not, even though the bills would be received up to two years after the fact. John Moengen added that a letter of apology should be included with the invoices, as well as copies of the professional services that were incurred and copies of the fee acknowledgement forms that were signed by the

applicants, stating that they would reimburse the City for professional fees associated with their application. It was the consensus of the Council that the cost of professional services should be included in the permit fee and paid for upfront. MOTION 11R1-05-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY MARK WESSELS TO DIRECT STAFF TO MAIL INVOICES TO PROPERTY OWNERS WITH OUTSTANDING PLANNING AND ZONING REIMBURSEMENTS FROM THE PERIOD OF 2011 TO 2013. MOTION CARRIED WITH ALL AYES.

MOTION 11R1-06-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY STEVE ROE TO DIRECT STAFF TO REVIEW THE FEE SCHEDULE AND BRING PROPOSED CHANGES TO THE NEXT COUNCIL MEETING. MOTION CARRIED WITH ALL AYES.

2. The Council reviewed a proposed guideline for appointing members to City commissions. Steve Roe suggested that there be some type of interview process for applicants. John Moengen suggested that there be a place for applicants to sign stating that they understand their role as commissioner. The Personnel Committee could conduct the interviews. Mark Wessels stated that Planning and Zoning Commissioners should have compliant property as well. Dan Vogt stated that staff will make the suggested changes and bring back to the Council for review.
3. Dan Vogt reported that according to Solid Waste Coordinator Doug Morris, the City has until January 2015 to determine the breakdown of SCORE Funds for the recycling program.

   Mr. Vogt reported that the City is still in negotiations with Ken Anderson and Bryan Hargrave regarding severance packages.

F. COMMISSION REPORTS

1. **PLANNING AND ZONING**
   a. MOTION 11R1-07-13 WAS MADE BY MARK WESSELS AND SECONDED BY JOHN MOENGEN TO APPROVE THE RECLASSIFICATION OF TAX FORFEITED PROPERTY PIN# 120213205BCB009 TO NON-CONSERVATION AND REQUEST THAT CROW WING COUNTY SELL THE PROPERTY TO ADJACENT LANDOWNERS ONLY. Chris Pence reported that this property is located on the Pine River just south of the Army Corps of Engineers Dam. Approximately 80% of the 5 acre lot is wetland. The lot is landlocked and has no access out to a public road. MOTION CARRIED WITH ALL AYES.
   b. Chris Pence reported that Tony Marks has withdrawn his application to rezone property and has requested a refund of the application fee. MOTION 11R1-08-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY GARY HEACOX TO REFUND THE REZONING APPLICATION FEE OF $300 TO TONY MARKS FOR Z-2013-002. MOTION CARRIED WITH ALL AYES.

      Included in the packet was an email dated November 18, 2013 from Schnitker Law Firm regarding the application for zoning amendment. No action was required because the application was withdrawn.

c. Chris Pence gave a brief report on the Planning and Zoning Department which included permits issued, enforcement action, and customer service statistics. John Sumption of Sumption Environmental will be providing an ordinance update to the P&Z Commission on November 22, 2013. The public is welcome to attend the informational meeting. No action will take place. Jon Kolstad and Cheryl StickMayer have been hired by Crow Wing County to work in the Crosslake Planning and Zoning Office.

2. **PARK AND RECREATION/LIBRARY**

a. Jon Henke gave the Council an update on the Crosslake Area Library, aerobics, senior meals, fitness room/Silver Sneakers, October attendance, AAA classes, pickleball, the Monster Dash, and Halloween party. MOTION 11R1-09-13 WAS MADE BY STEVE ROE AND SECONDED BY GARY HEACOX TO ACCEPT THE FOLLOWING DONATIONS FROM THE CROSSLAKE PARK AND LIBRARY FOUNDATION: $132.00 FOR THE FRIDAY BRIDGE CLUB, $203.00 FOR THE 7^{TH} – 12^{TH} GRADE SOCCER CLUB PROGRAM, $494.27 FOR THE CHILDREN’S HALLOWEEN PARTY, $337.03 FOR THE INSTALLATION AND MAINTENANCE OF THE BIRD FEEDER AT THE LIBRARY, AND $1,073.05 FOR THE CROSSLAKE MONSTER DASH. MOTION CARRIED WITH ALL AYES.

3. **PUBLIC WORKS/SEWER/CEMETERY**

a. MOTION 11R1-10-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY MARK WESSELS TO APPROVE FINAL PAYMENT TO ANDERSON BROTHERS CONSTRUCTION COMPANY FOR THE CROSSLAKE 2013 STREET IMPROVEMENT PROJECT IN THE AMOUNT OF $21,805.73 WITH THE CONDITION THAT DEBRIS BE CLEANED FROM BONNIE LAKES ROAD. MOTION CARRIED WITH ALL AYES.

4. **PERSONNEL COMMITTEE**

a. MOTION 11R1-11-13 WAS MADE BY GARY HEACOX AND SECONDED BY MARK WESSELS TO REMOVE MIKE LYONAIS FROM PROBATIONARY STATUS AND PLACE HIM ON REGULAR FULL-TIME STATUS EFFECTIVE NOVEMBER 20, 2013. MOTION CARRIED WITH ALL AYES. Dan Vogt noted that Mr. Lyonais has performed his duties at a very high level and had an immediate grasp of the City’s finances due to his experience as an auditor of public agencies.

b. Dan Vogt reported that there is no new information regarding health insurance quotes.

c. Mr. Vogt reported that he is working with Department Heads regarding 2014 wage/benefit changes and will bring a proposal to the Council on December 9^{th}.

G. CITY ATTORNEY REPORT – None.

H. OLD BUSINESS – None.

I. NEW BUSINESS – None.

J. PUBLIC FORUM – None.

K. ADJOURN – MOTION 11R1-12-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY GARY HEACOX TO ADJOURN THE MEETING AT 8:34 P.M. MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,

Charlene Nelson
City Clerk

Deputy Clerk/Minutes/11-18-13

PUBLIC INFORMATION MEETING
CITY OF CROSSLAKE
TUESDAY, DECEMBER 3, 2013
7:00 P.M. – CITY HALL

The Council for the City of Crosslake, Minnesota met in the Council Chambers of City Hall on Tuesday, December 3, 2013 for the purpose of holding a Public Information Meeting. The following Council Members were present: Mayor Darrell Schneider, Steve Roe, Gary Heacox, John Moengen and Mark Wessels. Also present were City Administrator/Consultant Dan Vogt, City Clerk Char Nelson, Finance Director/Treasurer Mike Lyonais, Police Chief Bob Hartman, Public Works Director Ted Strand, Fire Chief Chip Lohmiller, and Park and Recreation Director Jon Henke. There were six residents in the audience.

Mayor Darrell Schneider called the meeting to order at 7:00 P.M. and stated that the purpose of the public hearing was to allow individuals the opportunity to express comments on the proposed budget. The meeting was then turned over to Finance Director/Treasurer Mike Lyonais to review the City's proposed budget and amount of property taxes proposed to be collected to pay for the costs of services the City will provide in 2014.

A Notice of Hearing, which included the location, date and time of the hearing was posted at four locations within the City, namely at City Hall, Crosslake Communications, Community Center and the Post Office. In addition to postings by the City, each property owner received a Notice of Proposed Tax Statement from Crow Wing County, which lists the location, date and time of the meeting. No correspondence was received in writing from any taxpayer within the City.

Finance Director/Treasurer Mike Lyonais prepared a packet of information beginning with the 2013 Property Tax Data Table from the League of MN Cities. Graphs depicting Total Market Value, Total Tax Capacity, Market Value Composition, and Tax Capacity Composition trends for the last five years were included in the packet. Mr. Lyonais reviewed Debt Levy History, Outstanding Bond Debt, Outstanding Equipment Certificates, and Total Outstanding Debt for the City. The Proposed 2014 Revenue Budget is $3,879,345, which is an increase of $65,889 over the 2013 Adopted Budget of $3,813,456. On the expenditure side, the 2013 Adopted Budget was $3,813,456 and the proposed 2014 Expenditure Budget is $5,886,157. Mr. Lyonais explained that the expenditures exceed revenues primarily due to bond refinancing activities in 2012. In January 2012, the City issued Series 2012A Refunding Bonds in advance of the call date on its existing 2003A Disposal System Bonds. The proceeds of the 2012A Refunding Bonds were placed in excrow to provide funds to pay off the 2003A Disposal System Bonds on their call date of February 1, 2014. Approximately $67,000 of funds is included in the 2014 Budget to be set aside for future capital purchases. A proposed Resolution for adoption by the Council at the Regular Council Meeting in December showed a detailed breakdown by general property tax levy and debt service tax levies to be levied for the current year, collectible in 2014, upon taxable property in the City. A detailed breakdown of revenues and expenditures by department as well as a listing of proposed capital expenditures was included in the information provided in the handout.

MOTION 12SP1-01-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY STEVE ROE TO OPEN THE MEETING FOR PUBLIC COMMENT. MOTION CARRIED WITH ALL AYES.

Crosslake business owner and resident Pat Netko addressed the Council and stated that she visited with the Crow Wing County Assessor in Brainerd to discuss the increased value of her property. Ms. Netko reported that the Assessor showed her an aerial photo of her property and explained how the shape, size, etc. affect the market value of property. Ms. Netko stated that commercial property owners pay double the amount of taxes than home owners. Mayor Schneider replied that a group of 13 business owners planned to review their market values with the County Assessor because the values increased so much this year. A discussion ensued regarding whether the County Assessor shifted the County-wide tax capacity burden to the City of Crosslake. Mike Lyonais stated that he would research the matter.

Crosslake cabin owner on Velvet Lake Steven Helseth addressed the Council and stated that the market value on a vacant piece of land, not on the lake, adjacent to his cabin increased 18%. Mayor Schneider encouraged Mr. Helseth to meet with the County Assessor.

MOTION 12SP1-02-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY GARY HEARCOX TO CLOSE THE PUBLIC COMMENT PERIOD. MOTION CARRIED WITH ALL AYES.

A discussion ensued regarding the City's share of taxes compared to the rest of Crow Wing County. The Council gave no direction to change the proposed budget. There being no further business at 8:10 P.M., MOTION 12SP1-03-13 WAS MADE BY STEVE ROE AND SECONDED BY JOHN MOENGEN TO ADJOURN THE MEETING. MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,

Charlene Nelson
Deputy Clerk

REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, DECEMBER 9, 2013
7:00 P.M. – CITY HALL

The Council for the City of Crosslake met in the Council Chambers of City Hall on Monday, December 9, 2013. The following Council Members were present: Mayor Darrell Schneider, Steve Roe, Gary Heacox, John Moengen and Mark Wessels. Also present were City Administrator/Consultant Dan Vogt, City Clerk Char Nelson, Public Works Director Ted Strand, Park and Recreation Director Jon Henke, General Manager Paul Hoge, Finance Director/Treasurer Mike Lyonais, Police Chief Bob Hartman, City Attorney Brad Person, City Engineer Dave Reese, Northland Press Reporter Paul Boblett, and Echo Publishing Reporter Kate Perkins. There were approximately seven people in the audience.

A. **CALL TO ORDER –** Mayor Schneider called the Regular Council Meeting to order at 7:00 P.M. The Pledge of Allegiance was recited. MOTION 12R1-01-13 WAS MADE BY STEVE ROE AND SECONDED BY GARY HEACOX TO APPROVE THE ADDITIONS TO THE AGENDA. MOTION CARRIED WITH ALL AYES.

B. **CONSENT CALENDAR –** MOTION 12R1-02-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY MARK WESSELS TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR: (1.) CITY MONTH END REVENUE REPORT DATED NOVEMBER 2013; (2.) CITY MONTH END EXPENDITURE REPORT DATED NOVEMBER 2013; (3.) NOVEMBER 2013 BUDGET TO ACTUAL ANALYSIS; (4.) PLEDGED COLLATERAL REPORT FROM MIKE LYONAIS; (5.) CROSSLAKE COMMUNICATIONS – BALANCE SHEET AND INCOME STATEMENT / DETAIL OF RESERVE BALANCES DATED OCTOBER 31, 2013; (6.) CROSSLAKE COMMUNICATIONS CHECK REGISTER DATED 10/1/13-10/31/13 IN THE AMOUNT OF $256,334.72; (7.) CROSSLAKE COMMUNICATIONS REGULAR MEETING MINUTES OF NOVEMBER 26, 2013; (8.) CROSSLAKE COMMUNICATIONS CUSTOMER COUNTS; (9.) NOVEMBER 2013 POLICE REPORT FOR CROSSLAKE; (10.) NOVEMBER 2013 POLICE REPORT FOR MISSION TOWNSHIP; (11.) NOVEMBER 2013 FIRE DEPARTMENT REPORT; (12.) NOVEMBER 2013 NORTH AMBULANCE RUN REPORT; (13.) PUBLIC WORKS MEETING MINUTES OF OCTOBER 7, 2013; (14.) OCTOBER 2013 WASTEWATER TREATMENT DISCHARGE MONITORING REPORT; (15.) EDA MEETING MINUTES OF OCTOBER 2, 2013; (16.) PLANNING AND ZONING COMMISSION MEETING MINUTES OF SEPTEMBER 27, 2013; (17.) PLANNING AND ZONING COMMISSION MEETING MINUTES OF OCTOBER 25, 2013; (18.) WASTE PARTNERS RECYCLING REPORT FOR OCTOBER 2013; (19.) CROSSLAKE PARK/LIBRARY COMMISSION MEETING MINUTES OF SEPTEMBER 25, 2013; (20.) MEMO DATED DECEMBER 6, 2013 FROM MIKE LYONAIS RE: AUTHORIZATION TO EXECUTE ENGAGEMENT LETTER WITH CLIFTON LARSON ALLEN; (21.) MEMO DATED DECEMBER 9, 2013 FROM MIKE LYONAIS RE: TAX INCREMENT FINANCING REIMBURSEMENT; (22.) MEMO DATED DECEMBER 5, 2013 FROM CHARLENE NELSON RE: RETROACTIVE APPROVAL OF YEAR-END FUND TRANSFERS; (23.) MEMO DATED DECEMBER 5,

2013 FROM CHARLENE NELSON RE: RETROACTIVE APPROVAL OF BILLS FOR PAYMENT; (24.) BILLS FOR APPROVAL IN THE AMOUNT OF $58,173.60; AND (25.) ADDITIONAL BILLS FOR APPROVAL IN THE AMOUNT OF $11,165.22. MOTION CARRIED WITH ALL AYES.

C. CRITICAL ISSUES – MOTION 12R1-03-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY GARY HEACOX TO OPEN THE PUBLIC HEARING FOR CONSIDERATION OF ROAD VACATION REQUEST FROM JOHN AND SUSAN DERUS OF WHITEFISH AVE AT 7:25 P.M. MOTION CARRIED WITH ALL AYES. City Attorney Brad Person displayed a map of the proposed road vacation and stated that the Public Works Commission was in favor of the road vacation with conditions that the radius mirror the opposite side of the street and that a utility easement be maintained for any future utilities. Mark Wessels stated that the Park/Library Commission was not in favor of the road vacation because they were unsure how the area would develop in the future. Attorney Person stated that the actual roadway of Whitefish Ave and Summit Ace would not change. The property is currently being used as part of the petitioner's yard. John Derus addressed the Council and stated that he recently purchased the property and is willing to meet the conditions of the Public Works Commission. MOTION 12R1-04-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY MARK WESSELS TO CLOSE THE PUBLIC HEARING AT 7:29 P.M. MOTION CARRIED WITH ALL AYES.

MOTION 12R1-05-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY MARK WESSELS TO ADOPT RESOLUTION NO. 13-22 APPROVING THE ROAD VACATION AT THE INTERSECTION OF WHITEFISH AVE AND SUMMIT AVE WITH THE CONDITIONS THAT THE RADIUS MIRROR THE OPPOSITE SIDE OF THE ROAD AND THAT A UTILITY EASEMENT BE MAINTAINED FOR ANY FUTURE UTILITIES. MOTION CARRIED WITH ALL AYES.

D. MAYOR'S REPORT

1. MOTION 12R1-06-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY MARK WESSELS TO ACCEPT A DONATION TO THE FIRE DEPARTMENT FROM THE CROSSLAKE-IDEAL LIONS IN THE AMOUNT OF $7,500 TO BE USED TOWARDS THE PURCHASE OF A POLARIS SIDE-BY-SIDE RESCUE UNIT WITH TRACKS WHICH IS USED FOR SEARCH AND RESCUE IN WOODED AREAS AND FOR FIGHTING WILDFIRES. MOTION CARRIED WITH ALL AYES.
2. The Council reviewed quotes from People's Security and Birchdale Fire and Security for a security camera system for City Hall. It was unclear whether the equipment was similar in quality. More detailed information will be provided at the next meeting.
3. Mayor Schneider announced that Crow Wing Power was giving its members a one-time billing credit, due to favorable operating costs and higher than forecasted heating sales. The total credit for the City's 18 accounts will be approximately $1,221.62.
4. Due to confusion on direction given to John Sumption regarding the ordinance revision, MOTION 12R1-07-13 WAS MADE BY MARK WESSELS AND SECONDED BY JOHN MOENGEN TO AMEND MOTION 10R1-08-13 TO STATE, "TO HIRE JOHN SUMPTION AT A COST OF $10,000 TO REVIEW AND REVISE CHAPTER 26 OF THE CITY CODE OF ORDINANCES," INCLUDING REVISIONS TO THE SEPTIC

SYSTEM ORDINANCE AND FLOODPLAIN ORDINANCE MAP. Steve Roe stated that he thought he had voted for John Sumption to create a new portion of the City's Ordinance and that he was misled at the October meeting. MOTION CARRIED 4-1 WITH STEVE ROE ABSTAINING.

5. Mark Wessels reported that John Sumption of Sumption Environmental is almost complete with the revisions to Chapter 26 – Land Use. The current ordinance has 339 pages and the revised version contains 152. The next step in the process is to begin the public comment period to receive feedback from the public and other government entities. The revised ordinance and timeline dates will be available on the home page of the Crosslake website. The Council reviewed a potential timeline for the review process. MOTION 12R1-08-13 WAS MADE BY STEVE ROE AND SECONDED BY JOHN MOENGEN TO SET OPEN HOUSE DATES FOR THE PURPOSE OF ANSWERING QUESTIONS AND TAKING COMMENTS FROM THE PUBLIC ON MONDAY, JANUARY 6, 2014 AT 6:00 P.M. AND ON MONDAY, JANUARY 13, 2014 AT 6:00 P.M. IN CITY HALL. Mark Wessels stated that more open houses could be scheduled if necessary. MOTION CARRIED WITH ALL AYES.

   MOTION 12R1-09-13 WAS MADE BY MARK WESSELS AND SECONDED BY JOHN MOENGEN TO AUTHORIZE STAFF TO BEGIN THE PUBLIC COMMENT PERIOD IN DECEMBER UPON RECEIVING A FINAL DRAFT REVISION OF THE ORDINANCE FROM JOHN SUMPTION AND TO ADOPT THE FOLLOWING TIMELINE: DECEMBER 16, 2013 BEGIN PUBLIC COMMENT PERIOD; JANUARY 31, 2014 CLOSE PUBLIC COMMENT PERIOD; FEBRUARY 28, 2014 P&Z COMMISSION MEETING AND PUBLIC HEARING; MARCH 10, 2014 CITY COUNCIL MEETING TO CONSIDER ADOPTION OF THE ORDINANCE REVISION. MOTION CARRIED WITH ALL AYES.
6. MOTION 12R1-10-13 WAS MADE BY MARK WESSELS AND SECONDED BY GARY HEACOX TO AUTHORIZE STAFF TO INCLUDE IN THE PUBLIC COMMENT PERIOD THE PROPOSED ZONING MAP ALONG WITH THE REVISED VERSION OF CHAPTER 26. MOTION CARRIED WITH ALL AYES.

E. CITY ADMINISTRATOR'S REPORT

1. MOTION 12R1-11-13 WAS MADE BY STEVE ROE AND SECONDED BY JOHN MOENGEN TO ADOPT RESOLUTION NO. 13-23 APPROVING THE FINAL 2013 TAX LEVY COLLECTIBLE IN 2014 IN THE AMOUNT OF $2,800,000. MOTION CARRIED WITH ALL AYES.

   MOTION 12R1-12-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY MARK WESSELS TO APPROVE THE 2014 CITY REVENUE BUDGET TOTALING $3,879,345 AND THE 2014 EXPENDITURE BUDGET TOTALING $5,886,157. MOTION CARRIED WITH ALL AYES.
2. MOTION 12R1-13-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY MARK WESSELS TO ADOPT RESOLUTION NO. 13-24 RELATING TO THE CITY OF CROSSLAKE CAFETERIA PLAN. MOTION CARRIED WITH ALL AYES.
3. Dan Vogt presented the revised policy for appointing members to Commissions and stated that a change will be made to include the EDA in the title. MOTION 12R1-14-13

WAS MADE BY JOHN MOENGEN AND SECONDED BY GARY HEACOX TO APPROVE THE "GUIDELINES FOR ADVISORY BOARD, COMMISSION, EDA, AND COMMITTEE APPOINTMENTS AND PROCEDURES POLICY". Steve Roe emphasized the importance that applicants be interviewed by the Personnel Committee. Patty Norgaard asked that Commission Chairs be included in the interview process. MOTION CARRIED WITH ALL AYES.

4. The Council reviewed the proposed 2014 Fee Schedule for the City. Steve Roe stated that $75 per hour for administrative fees is too high and made a motion that it be reduced to $35 per hour. The motion died for lack of a second. MOTION 12R1-15-13 WAS MADE BY MARK WESSELS AND SECONDED BY STEVE ROE TO ADOPT THE 2014 FEE SCHEDULE WITH A CHANGE TO THE ADMINISTRATIVE FEES OF "UP TO $50 PER HOUR IN ACCORDANCE WITH THE DATA PRACTICES ACT". MOTION CARRIED WITH ALL AYES.

F. COMMISSION REPORTS

1. **PERSONNEL COMMITTEE**
   a. MOTION 12R1-16-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY MARK WESSELS TO APPROVE THE CLOSING OF ALL CITY FACILITIES ON TUESDAY, DECEMBER 24TH AT 12:00 P.M. INCLUDING CITY HALL, PUBLIC WORKS (EXCEPT IN CASE OF A SNOW STORM) AND CROSSLAKE COMMUNICATIONS. The Community Center will remain open from 8:00 A.M. to 4:00 P.M. Employees would be required to use a personal day, vacation day, or compensatory time. If an employee does not have any available time to use, they will have the option to take half a day off without pay or come into work with their Department Head's approval. The closing would not include the Police Department. MOTION CARRIED WITH ALL AYES.
   b. Dan Vogt reported that there is no update regarding health insurance quotes. The City received a good quote from NJPA this summer; however, it expired before the remaining quotes came in. The latest quote from NJPA came in much higher, so the City is looking into other companies that will provide the same benefit level that is in place now. The current policy with Medica renews on April 1st.
   c. Because there will be no change to the current health insurance premiums, Dan Vogt suggested that the Council increase non-union employee wages by 1.25% (excluding the Finance Director/Treasurer who has a separate agreement with the City) and leave health insurance coverage at 100% City paid. This increase is in line with union employees. Mr. Vogt also suggested that the Fire Chief's compensation be raised from $250 per month to $500 per month. Steve Roe argued that insurance benefits should not be taken away from the Department Heads. Mr. Vogt replied that it makes sense to treat all employees the same and that the Department Heads were in favor of the change because their salaries would be increased. As soon as health insurance quotes are received, the Council will look at another wage/benefit change for non-union employees. MOTION 12R1-17-13 WAS MADE BY GARY HEACOX AND SECONDED BY STEVE ROE TO INCREASE NON-UNION EMPLOYEES WAGES 1.25% AND INCREASE THE FIRE CHIEF'S COMPENSATION FROM $250 PER MONTH TO $500 PER MONTH. MOTION CARRIED WITH ALL

AYES. Mark Wessels stated that he would like the Council to consider compensating Jon Henke more than the other non-union employees because his current wage is less than the state average and because Mr. Henke does such a great job. Steve Roe agreed.

d. MOTION 12R1-18-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY MARK WESSELS TO APPROVE THE FOLLOWING WAGE INCREASES FOR CROSSLAKE COMMUNICATIONS NON-UNION EMPLOYEES: ACCOUNTANT 1.5%; NETWORK ENGINEER 3.0%; OFFICE MANAGER 1.5%; OPERATIONS MANAGER 1.5%; GENERAL MANAGER 0.5%. MOTION CARRIED WITH ALL AYES.

e. MOTION 12R1-19-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY MARK WESSELS TO APPROVE THE APPOINTMENTS OF THE FOLLOWING FIRE DEPARTMENT OFFICERS: CHIP LOHMILLER – FIRE CHIEF; DON KOSLOSKI – ASSISTANT CHIEF; NEIL LUZAR, BRIAN SCHEUSS, COREY LEDIN, SCOTT JOHNSON – CAPTAINS. MOTION CARRIED WITH ALL AYES.

2. **PARK AND RECREATION/LIBRARY**

a. Included in the Council packet was the 2014 Kitchigami Service Contract for the Library. Library staff has issues with some of the wording in the contract and has suggested that the City forward its written concerns with the contract to KRLS before January 2nd. The proposed amendments will then be reviewed by the KRLS Board in January. If necessary the Board will establish a negotiating committee at that time. MOTION 12R1-20-13 WAS MADE BY STEVE ROE AND SECONDED BY GARY HEACOX TO DIRECT STAFF TO SEND RECOMMENDED CHANGES TO THE 2014 KRLS SERVICE AGREEMENT BEFORE JANUARY 2ND AND REQUEST KRLS AMEND THE AGREEMENT AT ITS MEETING IN JANUARY. ITEMS TO BE ADDRESSED ARE 4.7 AND 5.5. MOTION CARRIED WITH ALL AYES. Jon Henke gave the Council an update on aerobics, senior meals, fitness room/Silver Sneakers, November attendance, AAA classes, and pickleball. MOTION 12R1-21-13 WAS MADE BY MARK WESSELS AND SECONDED BY GARY HEACOX TO RULE THE FOLLOWING EQUIPMENT AS SURPLUS AND APPROVE THE SALE OF THE EQUIPMENT TO THE HIGHEST BIDDER: 1997 QUINTON CLUBTRACK TREADMILL, 2004 STAIRMASTER TREADMILL, 2008 NAUTILUS TREADMILL, 2007 MAGNUM TREADMILL, 2000 STAIRMASTER TREADMILL, 3-2007 MAGNUM ELLIPTICALS, 2-SCHWINN AIRDYNE BIKES, 2-FLAT BENCHES, 1-WEIGHT TREE, AND 1-CURL BENCH. MOTION CARRIED WITH ALL AYES. Jon Henke reported that the surplus fitness equipment has been advertised in the City's official newspaper. An advertisement and pictures of the equipment have been listed on Craigslist. Each piece of equipment has been marked with a minimum bid. Bids will be opened Monday, December 16th at 3:00 P.M. MOTION 12R1-22-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY MARK WESSELS TO ACCEPT THE FOLLOWING DONATIONS FROM THE CROSSLAKE PARK AND LIBRARY FOUNDATION: $5,143.65 FOR THE TENNIS COURT PROJECT AND $964.93 FOR TWO PARK BENCHES. MOTION CARRIED WITH ALL AYES.

3. **CROSSLAKE COMMUNICATIONS**
   a. Paul Hoge gave a brief update on Crosslake Communications activities: new equipment for the Weather Channel would be arriving soon, Bloomberg TV will go dark on December 14^{th}, NBCSports will be added to the channel lineup on December 19^{th}, the new central office switch was installed November 19^{th} and the cut went without incident, and the remaining payphones in the City are being removed. Mr. Hoge presented the Crosslake Communications Proposed 2014 Budget to the Council. The budget includes raising rates for cable and internet services. MOTION 12R1-23-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY STEVE ROE TO INCREASE THE CABLE TV RATES 5%. MOTION CARRIED WITH ALL AYES.

      MOTION 12R1-24-13 WAS MADE BY STEVE ROE AND SECONDED BY JOHN MOENGEN TO INCREASE THE SPEED OF THE HIGH SPEED INTERNET TO 5 MEG AND INCREASE THE HIGH SPEED INTERNET RATES $5.00. MOTION CARRIED WITH ALL AYES.

      MOTION 12R1-25-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY DARRELL SCHNEIDER TO APPROVE THE CROSSLAKE COMMUNICATIONS 2014 BUDGET. MOTION CARRIED WITH ALL AYES.

G. **CITY ATTORNEY REPORT –** None.

H. **OLD BUSINESS –** None.

I. **NEW BUSINESS –** Mark Wessels proposed that the Council delete Chapter 12, Article III, Divisions 2 and 3 of the City Code related to license requirements for landscape contractors and excavators. The City of Crosslake is the only city in the area that has this requirement and it deters contractors from working within the City. Steve Roe argued that the requirement for a license was necessary because landscapers and excavators were not obtaining permits and did not know what the ordinance allowed. MOTION 12R1-26-13 WAS MADE BY MARK WESSELS AND SECONDED BY JOHN MOENGEN TO DELETE DIVISION 2 ENTITLED, "LICENSES" AND DIVISION 3 ENTITLED, "VIOLATIONS AND ENFORCEMENT" IN THEIR ENTIRETY OF CHAPTER 12, ARTICLE III OF THE CROSSLAKE CITY CODE PERTAINING TO LANDSCAPE CONTRACTORS AND EXCAVATORS. Gary Heacox stated that the ordinance was difficult to enforce because work took place on weekends. John Moengen suggested that the City educate contractors and property owners rather than charge them extra fees. Mayor Schneider stated that the licensing process did not seem to change the problem. MOTION CARRIED 4-1 WITH STEVE ROE OPPOSED.

J. **PUBLIC FORUM –** Patty Norgaard announced that the Crosslake-Ideal Lions offered to match donations up to $5,000 for a "Light Up the Dam" community project. Volunteers are needed to help put up the lights. Interested donors and volunteers should contact the Chamber.

K. ADJOURN – MOTION 12R1-27-13 WAS MADE BY MARK WESSELS AND SECONDED BY JOHN MOENGEN TO ADJOURN THE MEETING AT 10:00 P.M. MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,

Charlene Nelson
City Clerk

Deputy Clerk/Minutes/12-9-13

CITY OF CROSSLAKE
Month-End Revenue
Current Period: DECEMBER 2013

SRC	SRC Descr	2013 Budget	DECEMBER 2013 Amt	2013 YTD Amt	2013 YTD Balance	2013 % of Budget
FUND 101 GENERAL FUND						
31000	General Property Taxes	$2,052,117.00	$902,112.24	$2,086,172.83	-$34,055.83	101.66%
31055	Tax Incr 1-8 Crosswoods Dev	$0.00	$0.00	$0.00	$0.00	0.00%
31101	County Payment Joint Facility	$0.00	$0.00	$0.00	$0.00	0.00%
31300	Emergency Services Levy	$43,743.00	$19,057.90	$20,051.14	$23,691.86	45.84%
31305	2003 Joint Facility Levy	$0.00	$413.50	$3,956.57	-$3,956.57	0.00%
31310	2012 Series A Levy	$0.00	$54,122.55	$121,107.25	-$121,107.25	0.00%
31800	Other Taxes	$0.00	$205.50	$584.77	-$584.77	0.00%
31900	Penalties and Interest DelTax	$2,000.00	$2,076.25	$5,278.58	-$3,278.58	263.93%
32110	Alchoholic Beverages	$12,325.00	$0.00	$18,259.00	-$5,934.00	148.15%
32111	Club Liquor License	$500.00	$0.00	$500.00	$0.00	100.00%
32112	Beer and Wine License	$700.00	$0.00	$275.00	$425.00	39.29%
32180	Other Licenses/Permits	$150.00	$0.00	$200.00	-$50.00	133.33%
33400	State Grants and Aids	$0.00	$0.00	$1,900.00	-$1,900.00	0.00%
33401	Local Government Aid	$0.00	$0.00	$0.00	$0.00	0.00%
33402	Homestead Credit	$0.00	$0.00	$0.00	$0.00	0.00%
33403	Mobile Home Homestead Credit	$0.00	$0.00	$0.00	$0.00	0.00%
33406	Taconite Homestead Credit	$0.00	$0.00	$0.00	$0.00	0.00%
33416	Police Training Reimbursement	$2,000.00	$0.00	$1,708.76	$291.24	85.44%
33417	Police State Aid	$33,000.00	$0.00	$36,192.20	-$3,192.20	109.67%
33418	Fire State Aid	$29,000.00	$0.00	$45,454.66	-$16,454.66	156.74%
33420	Insurance Premium Reimburse	$0.00	$12,309.00	$20,961.04	-$20,961.04	0.00%
33422	PERA State Aid	$2,979.00	$1,489.50	$2,979.00	$0.00	100.00%
33423	Insurance Claim Reimbursement	$0.00	$0.00	$30,435.49	-$30,435.49	0.00%
33650	Recycling Grant	$30,000.00	$0.00	$30,000.00	$0.00	100.00%
34000	Charges for Services	$200.00	$24.65	$284.65	-$84.65	142.33%
34010	Sale of Maps and Publications	$100.00	$0.00	$115.00	-$15.00	115.00%
34050	Candidate Filing Fees	$0.00	$0.00	$0.00	$0.00	0.00%
34103	Zoning Permits	$28,000.00	$1,955.00	$38,620.00	-$10,620.00	137.93%
34104	Plat Check Fee/Subdivision Fee	$800.00	$0.00	$1,350.00	-$550.00	168.75%
34105	Variances and CUPS/IUPS	$6,000.00	$200.00	$11,600.00	-$5,600.00	193.33%
34106	Sign Permits	$500.00	$500.00	$1,050.00	-$550.00	210.00%
34107	Assessment Search Fees	$700.00	$60.00	$1,250.00	-$550.00	178.57%
34108	Zoning Misc/Penalties	$1,000.00	$0.00	$750.00	$250.00	75.00%
34109	Zoning Reimb Eng/Legal/Survey	$2,500.00	$4,676.00	$10,036.75	-$7,536.75	401.47%
34110	TIF/JOBZ Pre Application Fee	$0.00	$0.00	$0.00	$0.00	0.00%
34111	Driveway Permits	$600.00	$100.00	$1,325.00	-$725.00	220.83%
34112	Septic Permits	$3,000.00	$550.00	$5,825.00	-$2,825.00	194.17%
34113	Landscape License Fee	$2,000.00	$0.00	$2,200.00	-$200.00	110.00%
34114	Zoning Map/Ordinance Amendment	$0.00	$0.00	$0.00	$0.00	0.00%
34201	Fire Department Donations	$200.00	$25,183.24	$59,133.24	-$58,933.24	9566.62%
34202	Fire Protection and Calls	$31,250.00	$0.00	$34,656.05	-$3,406.05	110.90%
34206	Animal Control Fees	$0.00	$0.00	$0.00	$0.00	0.00%
34207	House Burning Fee	$1,500.00	$0.00	$0.00	$1,500.00	0.00%
34210	Police Contracts	$48,000.00	$0.00	$48,000.00	$0.00	100.00%
34211	Police Donations	$0.00	$0.00	$10,100.00	-$10,100.00	0.00%
34213	Police Receipts	$4,000.00	$3,751.35	$7,619.89	-$3,619.89	190.50%
34214	Tac Team Donations	$0.00	$0.00	$0.00	$0.00	0.00%
34215	Pass Thru Donations	$0.00	$0.00	$9,000.00	-$9,000.00	0.00%
34300	E911 Signs	$1,000.00	$100.00	$1,600.00	-$600.00	160.00%
34700	Park & Rec Donation	$0.00	$0.00	$301.00	-$301.00	0.00%
34701	Halloween Donations	$0.00	$0.00	$0.00	$0.00	0.00%

CITY OF CROSSLAKE
Month-End Revenue
Current Period: DECEMBER 2013

SRC	SRC Descr	2013 Budget	DECEMBER 2013 Amt	2013 YTD Amt	2013 YTD Balance	2013 % of Budget
34711	Taxable Merchandise/Rentals	$150.00	$0.00	$150.00	$0.00	100.00%
34740	Park Concessions	$450.00	$25.00	$596.00	-$146.00	132.44%
34741	Gen Gov t Concessions	$300.00	$50.85	$145.30	$154.70	48.43%
34742	Park Concessions - Food	$0.00	$0.00	$0.00	$0.00	0.00%
34743	Public Works Concessions	$125.00	$0.00	$0.00	$125.00	0.00%
34744	Fire Department Concessions	$0.00	$0.00	$79.61	-$79.61	0.00%
34750	CCC/Park User Fee	$3,500.00	$446.50	$4,152.50	-$652.50	118.64%
34751	Shelter/Beer/Wine Fees	$250.00	$0.00	$424.00	-$174.00	169.60%
34760	Library Cards	$0.00	$56.00	$1,674.00	-$1,674.00	0.00%
34761	Library Donations	$0.00	$200.00	$2,111.28	-$2,111.28	0.00%
34762	Library Copies	$0.00	$25.10	$301.75	-$301.75	0.00%
34763	Library Events	$0.00	$0.00	$5,910.15	-$5,910.15	0.00%
34764	Library Miscellaneous	$0.00	$5.00	$110.00	-$110.00	0.00%
34765	Summer Reading Program	$0.00	$0.00	$365.00	-$365.00	0.00%
34766	Library Luncheon	$0.00	$0.00	$0.00	$0.00	0.00%
34767	New York Times Best Seller Pro	$0.00	$0.00	$0.00	$0.00	0.00%
34768	PAL Foundation - Library	$0.00	$0.00	$2,584.89	-$2,584.89	0.00%
34769	PAL Foundation - Park	$0.00	$6,151.58	$11,389.34	-$11,389.34	0.00%
34770	Silver Sneakers	$0.00	$1,129.00	$14,466.00	-$14,466.00	0.00%
34790	Park Dedication Fees	$0.00	$0.00	$7,500.00	-$7,500.00	0.00%
34800	Tennis Fees	$1,200.00	$0.00	$30.00	$1,170.00	2.50%
34801	Recreational-Program	$600.00	$0.00	$2,325.00	-$1,725.00	387.50%
34802	Softball/Baseball Fees	$2,000.00	$0.00	$1,185.00	$815.00	59.25%
34803	Recreation-Misc. Receipts	$200.00	$2,019.00	$2,170.00	-$1,970.00	1085.00%
34805	Aerobics Fees	$4,000.00	$96.00	$3,938.00	$62.00	98.45%
34806	Weight Room Fees	$30,000.00	$1,433.00	$27,818.00	$2,182.00	92.73%
34807	Volleyball Fees	$400.00	$127.00	$854.00	-$454.00	213.50%
34808	Silver Sneakers	$1,000.00	$0.00	$1,068.00	-$68.00	106.80%
34809	Soccer Fees	$1,400.00	$0.00	$2,045.00	-$645.00	146.07%
34910	Transit Revenue	$0.00	$0.00	$0.00	$0.00	0.00%
34940	Cemetery Lots	$3,000.00	$500.00	$4,650.00	-$1,650.00	155.00%
34941	Cemetery Openings	$3,500.00	$0.00	$6,450.00	-$2,950.00	184.29%
34942	Cemetery Other	$450.00	$0.00	$600.00	-$150.00	133.33%
34950	Public Works Revenue	$1,500.00	$0.00	$3,008.82	-$1,508.82	200.59%
34952	County Joint Facility Payments	$45,000.00	$0.00	$81,614.94	-$36,614.94	181.37%
34953	Recycling Revenues	$50.00	$0.00	$0.00	$50.00	0.00%
35100	Court Fines	$15,000.00	$664.54	$9,632.34	$5,367.66	64.22%
35103	Library Fines	$0.00	$14.00	$867.07	-$867.07	0.00%
35105	Restitution Receipts	$0.00	$521.00	$10,605.49	-$10,605.49	0.00%
36200	Miscellaneous Revenues	$500.00	$211.48	$1,105.55	-$605.55	221.11%
36201	Misc Reimbursements	$1,500.00	$41.08	$3,139.65	-$1,639.65	209.31%
36210	Interest Earnings	$4,800.00	$311.83	$3,961.66	$838.34	82.53%
36230	Contributions and Donations	$0.00	$0.00	$0.00	$0.00	0.00%
36254	Sp Assess Prin-Sunrise Isl 11	$4,355.00	$14,766.84	$15,028.54	-$10,673.54	345.09%
36255	Sp Assess Int-Sunrise Isl 11	$1,843.00	$1,906.47	$2,054.89	-$211.89	111.50%
38050	Telephone Fees	$265,000.00	$22,083.37	$264,948.92	$51.08	99.98%
38051	Telephone True-Up	$0.00	$0.00	$0.00	$0.00	0.00%
38052	Telephone Miscellaneous Rev	$21,000.00	$157.50	$28,501.23	-$7,501.23	135.72%
39101	Sales of General Fixed Assets	$0.00	$0.00	$0.00	$0.00	0.00%
39200	Operating Transfers	$0.00	$0.00	$239,214.43	-$239,214.43	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%
39330	Proceeds from Capital Lease	$0.00	$0.00	$0.00	$0.00	0.00%

CITY OF CROSSLAKE

Month-End Revenue

Current Period: DECEMBER 2013

SRC	SRC Descr	2013 Budget	DECEMBER 2013 Amt	2013 YTD Amt	2013 YTD Balance	2013 % of Budget
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		$2,752,937.00	$1,081,828.82	$3,439,609.22	-$686,672.22	363.63%
FUND 301 DEBT SERVICE FUND						
31000	General Property Taxes	$23,305.00	$56.35	$561.93	$22,743.07	2.41%
31100	REA Loan Payment	$0.00	$0.00	$0.00	$0.00	0.00%
31101	County Payment Joint Facility	$124,550.00	$0.00	$0.00	$124,550.00	0.00%
31200	Community Ctr Levy Refund 2002	$0.00	$106.95	$287.98	-$287.98	0.00%
31300	Emergency Services Levy	$0.00	$0.00	$0.00	$0.00	0.00%
31301	1999 Series A Levy	$0.00	$39.58	$71.86	-$71.86	0.00%
31302	1999 Series B Levy	$0.00	$107.68	$282.52	-$282.52	0.00%
31303	2001 Series A Levy	$0.00	$128.54	$1,203.05	-$1,203.05	0.00%
31304	2002 Series A Levy	$0.00	$83.86	$13,581.95	-$13,581.95	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	$398.01	$3,865.35	-$3,865.35	0.00%
31308	2006 Series B Levy	$133,746.00	$58,044.90	$133,462.02	$283.98	99.79%
31309	2006 Series C Levy	$0.00	$86.60	$101.35	-$101.35	0.00%
31310	2012 Series A Levy	$236,005.00	$47,535.15	$106,356.99	$129,648.01	45.07%
31900	Penalties and Interest DelTax	$1,500.00	$5,039.30	$5,905.32	-$4,405.32	393.69%
33402	Homestead Credit	$0.00	$0.00	$0.00	$0.00	0.00%
36104	Penalty & Interest	$0.00	$0.00	$0.00	$0.00	0.00%
36105	Sp Asses Prin Ox Lake 99	$0.00	$0.00	$0.00	$0.00	0.00%
36106	Sp Asses Int Ox Lake 99	$0.00	$0.00	$0.00	$0.00	0.00%
36107	Sp Assess Prin Jason/Staley 99	$0.00	$0.00	$0.00	$0.00	0.00%
36108	Sp Assess Int Jason/Staley 99	$0.00	$0.00	$0.00	$0.00	0.00%
36109	Sp Assess Prin Lakeshore/Pk 99	$0.00	$0.00	$0.00	$0.00	0.00%
36110	Sp Assess Int Lakeshore/Pk 99	$0.00	$0.00	$0.00	$0.00	0.00%
36111	Sp Assess Prin Miller/Mary 99	$0.00	$0.00	$0.00	$0.00	0.00%
36112	Sp Assess Int Miller/Mary 99	$0.00	$0.00	$0.00	$0.00	0.00%
36113	Sp Assess Prin Sugar Loaf 99	$0.00	$0.00	$0.00	$0.00	0.00%
36114	Sp Assess Int Sugar Loaf 99	$0.00	$0.00	$0.00	$0.00	0.00%
36115	Sp Assess Prin Kimberly 99	$0.00	$0.00	$0.00	$0.00	0.00%
36116	Sp Assess Int Kimberly 99	$0.00	$0.00	$0.00	$0.00	0.00%
36117	Sp Assess Prin Shamrock 99	$0.00	$0.00	$0.00	$0.00	0.00%
36118	Sp Assess Int Shamrock 99	$0.00	$0.00	$0.00	$0.00	0.00%
36119	Sp Assess Prin Sleepy Val 99	$0.00	$0.00	$0.00	$0.00	0.00%
36120	Sp Assess Int Sleepy Val 99	$0.00	$0.00	$0.00	$0.00	0.00%
36121	Sp Assess Prin Tamarack 99	$0.00	$0.00	$0.00	$0.00	0.00%
36122	Sp Assess Int Tamarack 99	$0.00	$0.00	$0.00	$0.00	0.00%
36123	Sp Assess Prin Red Pine 99	$0.00	$0.00	$84.24	-$84.24	0.00%
36124	Sp Assess Int Red Pine 99	$0.00	$0.00	$62.41	-$62.41	0.00%
36125	Sp Assess Prin Cross Ave 99	$0.00	$0.00	$0.00	$0.00	0.00%
36126	Sp Assess Int Cross Ave 99	$0.00	$0.00	$0.00	$0.00	0.00%
36127	Sp Assess Prin Wilderness 99	$0.00	$0.00	$0.00	$0.00	0.00%
36128	Sp Assess Int Wilderness 99	$0.00	$0.00	$0.00	$0.00	0.00%
36129	Sp Assess Prin Kimberly/00	$0.00	$0.00	$0.00	$0.00	0.00%
36130	Sp Assess Int Kimberly/00	$0.00	$0.00	$0.00	$0.00	0.00%
36131	Sp Assess Prin Waterwood/00	$0.00	$0.00	$0.00	$0.00	0.00%
36132	Sp Assess Int Waterwood/00	$0.00	$0.00	$0.00	$0.00	0.00%
36133	Sp Assess Prin Shores Dr/00	$0.00	$0.00	$0.00	$0.00	0.00%
36134	Sp Assess Int Shores Dr/00	$0.00	$0.00	$0.00	$0.00	0.00%

CITY OF CROSSLAKE
Month-End Revenue
Current Period: DECEMBER 2013

SRC	SRC Descr	2013 Budget	DECEMBER 2013 Amt	2013 YTD Amt	2013 YTD Balance	2013 % of Budget
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	$3.84	-$3.84	0.00%
36178	Sp Assess Int Wolf Tr/Ct/02	$0.00	$0.00	$0.20	-$0.20	0.00%
36179	Sp Assess Prin Willwood/02	$0.00	$0.00	$244.43	-$244.43	0.00%
36180	Sp Assess Int Willwood/02	$0.00	$0.00	$12.22	-$12.22	0.00%
36181	Sp Assess Prin Shafer Rd/02	$0.00	$299.90	$299.90	-$299.90	0.00%
36182	Sp Assess Int Shafer Rd/02	$0.00	$14.99	$14.99	-$14.99	0.00%
36183	Sp Assess Prin Sandra Rd/02	$0.00	$0.00	$160.96	-$160.96	0.00%
36184	Sp Assess Int Sandra Rd/02	$0.00	$0.00	$20.54	-$20.54	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	$364.70	-$364.70	0.00%

CITY OF CROSSLAKE

Month-End Revenue

Current Period: DECEMBER 2013

SRC	SRC Descr	2013 Budget	DECEMBER 2013 Amt	2013 YTD Amt	2013 YTD Balance	2013 % of Budget
36188	Sp Assess Int Happy Cove/02	$0.00	$0.00	$37.07	-$37.07	0.00%
36189	Sp Assess Prin Bay Shores/02	$0.00	$0.00	$8.68	-$8.68	0.00%
36190	Sp Assess Int Bay Shores/02	$0.00	$0.00	$0.45	-$0.45	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	$4,320.00	$2,076.77	$4,314.81	$5.19	99.88%
36196	SpAssess Int ABC Drive	$557.00	$250.05	$544.08	$12.92	97.68%
36197	SpAssess Prin Wildwood/White B	$6,243.00	$2,650.42	$6,271.45	-$28.45	100.46%
36198	SpAssess Int Wildwood/White B	$805.00	$323.51	$835.53	-$30.53	103.79%
36199	SpAssess Prin Greer Lake Rd 03	$2,949.00	$1,179.40	$2,951.22	-$2.22	100.08%
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	$380.00	$152.04	$380.64	-$0.64	100.17%
36236	SpAssess Prin East Shore 2004	$1,447.00	$542.74	$1,356.84	$90.16	93.77%
36237	SpAssess Int East Shore 2004	$187.00	$69.96	$174.89	$12.11	93.52%
36238	SpAssess Prin Margaret 2004	$1,162.00	$332.11	$1,162.27	-$0.27	100.02%
36239	SpAssess Int Margaret 2004	$150.00	$42.81	$149.82	$0.18	99.88%
36240	SpAssess Prin Edgewater 2004	$1,795.00	$641.12	$1,795.15	-$0.15	100.01%
36241	SpAssess Int Edgewater 2004	$231.00	$82.66	$231.42	-$0.42	100.18%
36242	SpAssess Prin Gendreau 2004	$2,198.00	$913.06	$2,391.15	-$193.15	108.79%
36243	SpAssess Int Gendreau 2004	$283.00	$98.32	$317.00	-$34.00	112.01%
36244	Sp Assess Prin - Duck Lane	$2,155.00	$957.51	$2,225.53	-$70.53	103.27%
36245	Sp Assess Int - Duck Lane	$515.00	$228.73	$536.39	-$21.39	104.15%
36246	Sp Assess Prin - Sunset Drive	$2,813.00	$1,071.68	$2,547.73	$265.27	90.57%
36247	Sp Assess Int - Sunset Drive	$608.00	$255.98	$608.65	-$0.65	100.11%
36248	Sp Assess Prin - Maroda Drive	$941.00	$470.67	$941.40	-$0.40	100.04%
36249	Sp Assess Int - Maroda Drive	$225.00	$112.46	$224.88	$0.12	99.95%
36250	Sp Assess Prin - Johnie/Rober	$3,903.00	$1,686.83	$3,725.88	$177.12	95.46%
36251	Sp Assess Int - Johnie/Robert	$932.00	$402.51	$910.95	$21.05	97.74%
36252	Sp Assess Prin - Brita/Pinevie	$17,263.00	$13,912.77	$22,773.66	-$5,510.66	131.92%
36253	Sp Assess Int - Brita/Pineview	$4,124.00	$5,076.61	$7,347.41	-$3,223.41	178.16%
36254	Sp Assess Prin-Sunrise Isl 11	$0.00	-$12,452.30	$0.00	$0.00	0.00%
36255	Sp Assess Int-Sunrise Isl 11	$0.00	-$869.55	$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%
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%
39900	02 Series A	$51,555.00	$0.00	$0.00	$51,555.00	0.00%
FUND 301 DEBT SERVICE FUND		$626,847.00	$132,150.68	$331,713.70	$295,133.30	21.05%

FUND 401 GENERAL CAPITAL PROJECTS

SRC	SRC Descr	2013 Budget	DECEMBER 2013 Amt	2013 YTD Amt	2013 YTD Balance	2013 % of Budget
31000	General Property Taxes	$0.00	$0.00	$0.00	$0.00	0.00%
33420	Insurance Premium Reimburse	$0.00	$0.00	$0.00	$0.00	0.00%
34790	Park Dedication Fees	$0.00	$0.00	$0.00	$0.00	0.00%
36210	Interest Earnings	$0.00	$54.91	$2,110.37	-$2,110.37	0.00%
36230	Contributions and Donations	$0.00	$0.00	$0.00	$0.00	0.00%
39101	Sales of General Fixed Assets	$0.00	$0.00	$0.00	$0.00	0.00%

CITY OF CROSSLAKE
Month-End Revenue
Current Period: DECEMBER 2013

SRC	SRC Descr	2013 Budget	DECEMBER 2013 Amt	2013 YTD Amt	2013 YTD Balance	2013 % of Budget
39102	Sale of City Hall	$0.00	$0.00	$0.00	$0.00	0.00%
39103	Sale of Fire Hall	$0.00	$0.00	$0.00	$0.00	0.00%
39104	Sale of Lots-Gendreau Addn.	$0.00	$0.00	$0.00	$0.00	0.00%
39200	Operating Transfers	$0.00	$0.00	$0.00	$0.00	0.00%
39231	Proceeds-2006 Series C Bonds	$0.00	$0.00	$0.00	$0.00	0.00%
FUND 401 GENERAL CAPITAL PROJECTS		$0.00	$54.91	$2,110.37	-$2,110.37	0.00%
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	$398.27	$3,773.72	-$3,773.72	0.00%
31056	Tax Increment 1-9 C&J Develop	$15,000.00	$7,168.60	$14,337.20	$662.80	95.58%
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 PROJECTS		$15,000.00	$7,566.87	$18,110.92	-$3,110.92	7.35%
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%
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 PROJECT		$0.00	$0.00	$0.00	$0.00	0.00%
FUND 415 AMBULANCE PROJECT						
39200	Operating Transfers	$0.00	$0.00	$212,296.56	-$212,296.56	0.00%
FUND 415 AMBULANCE PROJECT		$0.00	$0.00	$212,296.56	-$212,296.56	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%

CITY OF CROSSLAKE
Month-End Revenue
Current Period: DECEMBER 2013

SRC	SRC Descr	2013 Budget	DECEMBER 2013 Amt	2013 YTD Amt	2013 YTD Balance	2013 % of Budget
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	$0.14	$2.74	-$2.74	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	$0.14	$2.74	-$2.74	0.00%
FUND 502 ECONOMIC DEVELOPMENT FUND						
31000	General Property Taxes	$0.00	$0.00	$0.00	$0.00	0.00%
31101	County Payment Joint Facility	$0.00	$0.00	$2,091.25	-$2,091.25	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%
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		$0.00	$0.00	$2,091.25	-$2,091.25	0.00%
FUND 503 EDA (REVOLVING LOAN)						
34951	Rev Loan Principal Pymts	$0.00	$0.00	$0.00	$0.00	0.00%
36210	Interest Earnings	$0.00	$146.76	$1,899.24	-$1,899.24	0.00%
36211	Revolving Loan Interest	$0.00	$382.32	$5,402.02	-$5,402.02	0.00%
39200	Operating Transfers	$0.00	$0.00	$0.00	$0.00	0.00%
FUND 503 EDA (REVOLVING LOAN)		$0.00	$529.08	$7,301.26	-$7,301.26	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	$1,594.60	$1,403.06	-$1,403.06	0.00%
36104	Penalty & Interest	$1,200.00	$95.46	$1,430.33	-$230.33	119.19%
36200	Miscellaneous Revenues	$2,000.00	$0.00	$1,932.04	$67.96	96.60%
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	$194,472.00	$14,195.80	$201,413.83	-$6,941.83	103.57%
37250	Sewer Connection Payments	$0.00	$0.00	$0.00	$0.00	0.00%
37500	Capital Contribution	$0.00	$0.00	$0.00	$0.00	0.00%
39200	Operating Transfers	$0.00	$0.00	$0.00	$0.00	0.00%
39204	Transfer Frm Needs Assess Fund	$0.00	$0.00	$0.00	$0.00	0.00%
FUND 601 SEWER OPERATING FUND		$197,672.00	$15,885.86	$206,179.26	-$8,507.26	29.03%
FUND 651 SEWER RESTRICTED SINKING FUND						
31306	2003 Disposal System Levy	$221,000.00	$96,061.10	$220,957.81	$42.19	99.98%

CITY OF CROSSLAKE
Month-End Revenue
Current Period: DECEMBER 2013

SRC	SRC Descr	2013 Budget	DECEMBER 2013 Amt	2013 YTD Amt	2013 YTD Balance	2013 % of Budget
33402	Homestead Credit	$0.00	$0.00	$0.00	$0.00	0.00%
36104	Penalty & Interest	$0.00	$0.00	$4,208.34	-$4,208.34	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	$11.44	$121.91	-$121.91	0.00%
37250	Sewer Connection Payments	$0.00	$202.05	$45,559.10	-$45,559.10	0.00%
39200	Operating Transfers	$0.00	$0.00	$0.00	$0.00	0.00%
FUND 651 SEWER RESTRICTED SINKING FUND		$221,000.00	$96,274.59	$270,847.16	-$49,847.16	12.50%
		$3,813,456.00	$1,334,290.95	$4,490,262.44	-$676,806.44	124.96%

CITY OF CROSSLAKE
Month End Expenditures
Current Period: DECEMBER 2013

OBJ	OBJ Descr	2013 Budget	DECEMBER 2013 Amt	2013 YTD Amt	2013 YTD Balance	%YTD Budget
FUND 101 GENERAL FUND						
DEPT 41110 Council						
100	Wages and Salaries Dept Head	$27,000.00	$2,170.00	$26,660.00	$340.00	98.74%
122	FICA	$2,066.00	$166.03	$2,039.79	$26.21	98.73%
208	Instruction Fees	$600.00	$0.00	$1,452.00	-$852.00	242.00%
321	Communications-Cellular	$0.00	$0.00	$0.00	$0.00	0.00%
331	Travel Expenses	$900.00	$92.09	$2,836.61	-$1,936.61	315.18%
340	Advertising	$0.00	$0.00	$0.00	$0.00	0.00%
360	Insurance	$60.00	$0.00	$81.00	-$21.00	135.00%
430	Miscellaneous	$150.00	$0.00	$0.00	$150.00	0.00%
433	Dues and Subscriptions	$0.00	$0.00	$30.00	-$30.00	0.00%
DEPT 41110 Council		$30,776.00	$2,428.12	$33,099.40	-$2,323.40	107.55%
DEPT 41400 Administration						
100	Wages and Salaries Dept Head	$82,215.00	$8,076.93	$74,022.04	$8,192.96	90.03%
101	Assistant	$55,635.00	$0.00	$20,017.06	$35,617.94	35.98%
102	Consultant	$0.00	$2,505.00	$18,480.00	-$18,480.00	0.00%
105	Part-time	$0.00	$0.00	$169.00	-$169.00	0.00%
109	Secretary/Bookkeeper	$39,600.00	$5,900.62	$50,330.90	-$10,730.90	127.10%
121	PERA	$18,003.00	$1,013.39	$8,436.50	$9,566.50	46.86%
122	FICA	$13,575.00	$1,057.81	$10,830.52	$2,744.48	79.78%
131	Employer Paid Health	$65,735.00	$3,522.29	$38,301.87	$27,433.13	58.27%
132	Employer Paid Disability	$1,851.00	$74.46	$612.17	$1,238.83	33.07%
133	Employer Paid Dental	$3,234.00	$192.50	$2,156.00	$1,078.00	66.67%
134	Employer Paid Life	$944.00	$11.20	$177.00	$767.00	18.75%
136	Deferred Compensation	$2,650.00	$75.00	$751.92	$1,898.08	28.37%
151	Workers Comp Insurance	$1,478.00	$0.00	$1,523.00	-$45.00	103.04%
200	Office Supplies	$1,800.00	$275.61	$2,166.57	-$366.57	120.37%
208	Instruction Fees	$2,000.00	$0.00	$0.00	$2,000.00	0.00%
210	Operating Supplies	$1,500.00	$335.87	$1,833.45	-$333.45	122.23%
220	Repair/Maint Supply - Equip	$1,900.00	$0.00	$1,703.77	$196.23	89.67%
301	Auditing and Acct g Services	$0.00	$0.00	$0.00	$0.00	0.00%
320	Communications	$5,200.00	$569.93	$3,484.76	$1,715.24	67.01%
322	Postage	$900.00	$0.00	$750.00	$150.00	83.33%
331	Travel Expenses	$2,000.00	$0.00	$30.51	$1,969.49	1.53%
334	Vehicle Expense	$4,800.00	$0.00	$0.00	$4,800.00	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	$250.00	$0.00	$1,268.95	-$1,018.95	507.58%
413	Office Equipment Rental/Repair	$2,500.00	$206.56	$2,567.64	-$67.64	102.71%
430	Miscellaneous	$50.00	$0.00	$38.27	$11.73	76.54%
433	Dues and Subscriptions	$450.00	$0.00	$40.00	$410.00	8.89%
443	Sales Tax	$25.00	$0.00	$26.00	-$1.00	104.00%
500	Capital Outlay	$1,000.00	$1,533.65	$1,533.65	-$533.65	153.37%
DEPT 41400 Administration		$309,295.00	$25,350.82	$241,251.55	$68,043.45	78.00%
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%
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	$250.00	$0.00	$0.00	$250.00	0.00%
500	Capital Outlay	$0.00	$0.00	$0.00	$0.00	0.00%

OBJ	OBJ Descr	2013 Budget	DECEMBER 2013 Amt	2013 YTD Amt	2013 YTD Balance	%YTD Budget
DEPT 41410 Elections		$250.00	$0.00	$0.00	$250.00	0.00%
DEPT 41600 Audit/Legal Services						
301	Auditing and Acct g Services	$27,000.00	$75.00	$31,647.14	-$4,647.14	117.21%
304	Legal Fees (Civil)	$15,000.00	$587.50	$9,887.25	$5,112.75	65.92%
307	Legal Fees (Labor)	$3,000.00	$4,237.00	$34,606.09	-$31,606.09	1153.54%
DEPT 41600 Audit/Legal Services		$45,000.00	$4,899.50	$76,140.48	-$31,140.48	169.20%
DEPT 41910 Planning and Zoning						
100	Wages and Salaries Dept Head	$71,280.00	$0.00	$78,744.60	-$7,464.60	110.47%
101	Assistant	$39,600.00	$0.00	$4,399.04	$35,200.96	11.11%
102	Consultant	$0.00	$0.00	$0.00	$0.00	0.00%
103	Tech 1	$42,350.00	$0.00	$42,525.26	-$175.26	100.41%
104	Tech 2	$0.00	$0.00	$0.00	$0.00	0.00%
105	Part-time	$0.00	$0.00	$25.35	-$25.35	0.00%
121	PERA	$11,109.00	$0.00	$7,876.13	$3,232.87	70.90%
122	FICA	$11,722.00	$0.00	$9,299.50	$2,422.50	79.33%
131	Employer Paid Health	$46,738.00	$0.00	$30,805.03	$15,932.97	65.91%
132	Employer Paid Disability	$963.00	-$129.15	$640.95	$322.05	66.56%
133	Employer Paid Dental	$3,003.00	$0.00	$1,352.41	$1,650.59	45.04%
134	Employer Paid Life	$195.00	$0.00	$125.40	$69.60	64.31%
136	Deferred Compensation	$650.00	$0.00	$575.00	$75.00	88.46%
151	Workers Comp Insurance	$1,276.00	$0.00	$1,321.00	-$45.00	103.53%
200	Office Supplies	$1,000.00	$75.88	$580.12	$419.88	58.01%
208	Instruction Fees	$1,500.00	$0.00	-$926.51	$2,426.51	-61.77%
210	Operating Supplies	$1,250.00	$43.44	$1,402.45	-$152.45	112.20%
212	Motor Fuels	$1,000.00	$0.00	$607.51	$392.49	60.75%
220	Repair/Maint Supply - Equip	$750.00	$0.00	$0.00	$750.00	0.00%
221	Repair/Maint Vehicles	$1,200.00	$0.00	$529.26	$670.74	44.11%
303	Engineering Fees	$5,000.00	$79.00	$1,084.00	$3,916.00	21.68%
304	Legal Fees (Civil)	$14,000.00	$1,425.00	$10,799.22	$3,200.78	77.14%
305	Legal/Eng - Developer/Criminal	$5,000.00	$201.00	$7,443.50	-$2,443.50	148.87%
314	Surveyor	$1,000.00	$0.00	$0.00	$1,000.00	0.00%
320	Communications	$4,600.00	$705.13	$4,740.99	-$140.99	103.07%
322	Postage	$900.00	$0.00	$750.00	$150.00	83.33%
331	Travel Expenses	$1,500.00	$0.00	$150.06	$1,349.94	10.00%
332	Travel Expense- P&Z Comm	$2,500.00	$375.00	$1,512.15	$987.85	60.49%
340	Advertising	$100.00	$0.00	$0.00	$100.00	0.00%
351	Legal Notices Publishing	$2,000.00	$58.10	$1,904.85	$95.15	95.24%
352	Filing Fees	$1,518.00	$966.00	$2,668.00	-$1,150.00	175.76%
356	Mapping	$750.00	$0.00	$0.00	$750.00	0.00%
360	Insurance	$850.00	$0.00	$587.50	$262.50	69.12%
413	Office Equipment Rental/Repair	$2,400.00	$206.56	$2,567.64	-$167.64	106.99%
430	Miscellaneous	$150.00	$0.00	$90.56	$59.44	60.37%
433	Dues and Subscriptions	$150.00	$0.00	$0.00	$150.00	0.00%
441	Enhanced 911	$0.00	$0.00	$0.00	$0.00	0.00%
443	Sales Tax	$25.00	$0.00	$43.00	-$18.00	172.00%
452	Refund	$0.00	$0.00	$300.00	-$300.00	0.00%
470	Consultant Fees	$0.00	$15,834.00	$50,518.38	-$50,518.38	0.00%
500	Capital Outlay	$2,000.00	$3,067.32	$4,786.23	-$2,786.23	239.31%
DEPT 41910 Planning and Zoning		$280,029.00	$22,907.28	$269,828.58	$10,200.42	96.36%
DEPT 41940 General Government						
151	Workers Comp Insurance	$0.00	$0.00	$2,500.00	-$2,500.00	0.00%
210	Operating Supplies	$1,500.00	$196.59	$1,982.11	-$482.11	132.14%
220	Repair/Maint Supply - Equip	$0.00	$0.00	$0.00	$0.00	0.00%
223	Bldg Repair Suppl/Maintenance	$4,500.00	$1,407.88	$10,478.03	-$5,978.03	232.85%

OBJ	OBJ Descr	2013 Budget	DECEMBER 2013 Amt	2013 YTD Amt	2013 YTD Balance	%YTD Budget
235	Signs	$500.00	$0.00	$2,200.00	-$1,700.00	440.00%
254	Concessions - Pop	$300.00	$0.00	$5.94	$294.06	1.98%
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	$1,192.43	-$392.43	149.05%
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	$0.00	$41.50	$269.75	-$269.75	0.00%
354	Ordinance Codification	$2,000.00	$0.00	$0.00	$2,000.00	0.00%
360	Insurance	$26,500.00	$0.00	$23,047.08	$3,452.92	86.97%
381	Electric Utilities	$14,500.00	$712.00	$11,687.00	$2,813.00	80.60%
383	Gas Utilities	$4,500.00	$921.25	$3,456.85	$1,043.15	76.82%
384	Refuse/Garbage Disposal	$500.00	$38.48	$416.42	$83.58	83.28%
385	Sewer Utility	$600.00	$74.00	$444.00	$156.00	74.00%
389	Generator Expense	$1,500.00	$0.00	$0.00	$1,500.00	0.00%
405	Cleaning Services	$9,600.00	$756.14	$9,113.76	$486.24	94.94%
430	Miscellaneous	$2,500.00	$744.75	$3,172.49	-$672.49	126.90%
433	Dues and Subscriptions	$3,500.00	$0.00	$3,987.88	-$487.88	113.94%
437	Brainerd Lakes Area Dev Corp	$0.00	$0.00	$0.00	$0.00	0.00%
438	Initiative Foundation	$1,100.00	$0.00	$1,100.00	$0.00	100.00%
439	Emergency Mgmt Expense	$2,000.00	$0.00	$21,179.41	-$19,179.41	1058.97%
440	Telephone Co Reimb Expense	$21,000.00	$69.51	$28,777.18	-$7,777.18	137.03%
441	Enhanced 911	$300.00	$0.00	$50.00	$250.00	16.67%
442	Safety Prog/Equipment	$8,400.00	$0.00	$6,827.72	$1,572.28	81.28%
443	Sales Tax	$50.00	$0.00	$31.00	$19.00	62.00%
444	Transportation Plan	$0.00	$0.00	$0.00	$0.00	0.00%
446	Animal Control	$500.00	$0.00	$0.00	$500.00	0.00%
449	Cobra Payments	$0.00	$0.00	$0.00	$0.00	0.00%
451	Health Comm Program Expense	$0.00	$0.00	$0.00	$0.00	0.00%
452	Refund	$0.00	$0.00	$600.00	-$600.00	0.00%
456	Fireworks	$5,000.00	$0.00	$5,000.00	$0.00	100.00%
460	Fines/Fees Reimburse	$7,500.00	$0.00	$3,803.83	$3,696.17	50.72%
490	Donations to Civic Org s	$2,950.00	$0.00	$2,200.00	$750.00	74.58%
493	Pass Thru Donations	$0.00	$0.00	$9,000.00	-$9,000.00	0.00%
500	Capital Outlay	$1,500.00	$0.00	$3,786.70	-$2,286.70	252.45%
551	Capital Outlay-Building	$55,057.00	$0.00	$0.00	$55,057.00	0.00%
552	Capital Outlay-Land	$20,000.00	$0.00	$3,391.56	$16,608.44	16.96%
720	Operating Transfers	$0.00	$0.00	$212,296.56	-$212,296.56	0.00%
DEPT 41940 General Government		$199,657.00	$4,962.10	$371,997.70	-$172,340.70	186.32%
DEPT 42110 Police Administration						
100	Wages and Salaries Dept Head	$66,075.00	$7,640.05	$68,808.45	-$2,733.45	104.14%
101	Assistant	$55,155.00	$6,698.17	$60,689.42	-$5,534.42	110.03%
103	Tech 1	$0.00	$0.00	$0.00	$0.00	0.00%
108	Tech 3	$16,500.00	$5,025.02	$27,214.10	-$10,714.10	164.93%
110	Tech 4	$53,100.00	$6,051.47	$52,459.83	$640.17	98.79%
112	Tech 5	$53,100.00	$5,778.00	$52,866.52	$233.48	99.56%
113	Tech 6	$49,100.00	$6,654.15	$52,995.74	-$3,895.74	107.93%
121	PERA	$42,196.00	$5,449.92	$45,364.75	-$3,168.75	107.51%
122	FICA	$4,249.00	$531.11	$4,349.25	-$100.25	102.36%
131	Employer Paid Health	$81,598.00	$6,288.71	$75,109.80	$6,488.20	92.05%
132	Employer Paid Disability	$1,842.00	$177.32	$1,962.24	-$120.24	106.53%
133	Employer Paid Dental	$4,515.00	$376.22	$4,514.64	$0.36	99.99%
134	Employer Paid Life	$325.00	$28.00	$328.00	-$3.00	100.92%
136	Deferred Compensation	$1,300.00	$150.00	$1,350.00	-$50.00	103.85%
140	Unemployment	$0.00	$0.00	$667.00	-$667.00	0.00%

OBJ	OBJ Descr	2013 Budget	DECEMBER 2013 Amt	2013 YTD Amt	2013 YTD Balance	%YTD Budget
151	Workers Comp Insurance	$10,525.00	$0.00	$10,593.00	-$68.00	100.65%
200	Office Supplies	$450.00	$0.00	$188.95	$261.05	41.99%
208	Instruction Fees	$3,000.00	$0.00	$1,330.85	$1,669.15	44.36%
209	Physicals	$0.00	$0.00	$0.00	$0.00	0.00%
210	Operating Supplies	$1,300.00	$55.67	$361.52	$938.48	27.81%
212	Motor Fuels	$18,000.00	$0.00	$15,473.58	$2,526.42	85.96%
214	Auto Expense- 08 Ford	$1,500.00	$39.60	$557.74	$942.26	37.18%
216	Auto Expense- 09 Ford	$1,200.00	-$345.88	$2,997.07	-$1,797.07	249.76%
217	Auto Expense- 10 Ford	$1,200.00	$145.00	$1,047.91	$152.09	87.33%
218	Auto Expense- 11 Ford	$1,000.00	$98.87	$1,431.66	-$431.66	143.17%
219	Auto Expense- 12 Dodge	$750.00	$0.00	$2,772.32	-$2,022.32	369.64%
220	Repair/Maint Supply - Equip	$5,500.00	$369.96	$8,602.07	-$3,102.07	156.40%
221	Repair/Maint Vehicles	$0.00	$0.00	$0.00	$0.00	0.00%
258	Unif Bob/Ted/Terry	$600.00	$0.00	$626.54	-$26.54	104.42%
259	Unif Erik/Mike	$600.00	$176.01	$587.59	$12.41	97.93%
260	Unif Eric & Bruce	$600.00	$99.00	$618.08	-$18.08	103.01%
261	Unif Jake/Jon/Leigh	$600.00	$28.03	$625.00	-$25.00	104.17%
264	Unif Bobby/Ron	$600.00	$0.00	$625.00	-$25.00	104.17%
265	Unif & P/T Expense	$0.00	$0.00	$156.86	-$156.86	0.00%
281	Tactical Team	$0.00	$0.00	$0.00	$0.00	0.00%
282	Restitution Expenditures	$0.00	$340.00	$340.00	-$340.00	0.00%
283	Forfeiture Expenditures	$0.00	$156.30	$2,576.92	-$2,576.92	0.00%
304	Legal Fees (Civil)	$0.00	$50.00	$187.50	-$187.50	0.00%
319	Donation Expenditures	$0.00	$0.00	$0.00	$0.00	0.00%
320	Communications	$2,800.00	$404.31	$2,750.60	$49.40	98.24%
321	Communications-Cellular	$5,400.00	$489.37	$4,388.77	$1,011.23	81.27%
322	Postage	$125.00	$10.41	$42.28	$82.72	33.82%
331	Travel Expenses	$1,500.00	$0.00	$974.52	$525.48	64.97%
340	Advertising	$0.00	$0.00	$0.00	$0.00	0.00%
351	Legal Notices Publishing	$0.00	$0.00	$0.00	$0.00	0.00%
360	Insurance	$3,200.00	$0.00	$12,111.00	-$8,911.00	378.47%
413	Office Equipment Rental/Repair	$400.00	$30.01	$360.12	$39.88	90.03%
430	Miscellaneous	$200.00	$0.00	$320.50	-$120.50	160.25%
433	Dues and Subscriptions	$250.00	$0.00	$240.00	$10.00	96.00%
443	Sales Tax	$200.00	$0.00	$37.00	$163.00	18.50%
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	$6,000.00	$1,881.00	$30,903.64	-$24,903.64	515.06%
550	Capital Outlay - Vehicles	$15,000.00	$4,925.76	$4,925.76	$10,074.24	32.84%
DEPT 42110 Police Administration		$511,555.00	$59,801.56	$557,434.09	-$45,879.09	108.97%
DEPT 42280 Fire Administration						
100	Wages and Salaries Dept Head	$3,000.00	$280.00	$3,090.00	-$90.00	103.00%
101	Assistant	$1,200.00	$100.00	$1,200.00	$0.00	100.00%
106	Training	$2,100.00	$150.00	$1,800.00	$300.00	85.71%
107	Services	$26,000.00	$24,235.00	$24,775.00	$1,225.00	95.29%
122	FICA	$2,471.00	$1,894.54	$2,361.19	$109.81	95.56%
151	Workers Comp Insurance	$2,896.00	$0.00	$4,125.00	-$1,229.00	142.44%
200	Office Supplies	$100.00	$0.00	$0.00	$100.00	0.00%
208	Instruction Fees	$5,000.00	$0.00	$4,825.00	$175.00	96.50%
209	Physicals	$1,000.00	$0.00	$0.00	$1,000.00	0.00%
210	Operating Supplies	$2,500.00	$107.53	$6,514.24	-$4,014.24	260.57%
212	Motor Fuels	$250.00	$77.09	$614.44	-$364.44	245.78%
213	Diesel Fuel	$2,500.00	$78.03	$2,148.56	$351.44	85.94%
220	Repair/Maint Supply - Equip	$2,000.00	$119.42	$2,482.41	-$482.41	124.12%
221	Repair/Maint Vehicles	$9,000.00	$500.00	$7,731.78	$1,268.22	85.91%

OBJ	OBJ Descr	2013 Budget	DECEMBER 2013 Amt	2013 YTD Amt	2013 YTD Balance	%YTD Budget
222	Tires	$500.00	$0.00	$0.00	$500.00	0.00%
223	Bldg Repair Suppl/Maintenance	$750.00	$219.09	$1,962.41	-$1,212.41	261.65%
240	Small Tools and Minor Equip	$850.00	$2,180.57	$2,943.37	-$2,093.37	346.28%
319	Donation Expenditures	$0.00	$25,183.24	$25,183.24	-$25,183.24	0.00%
320	Communications	$1,100.00	$189.02	$1,507.40	-$407.40	137.04%
322	Postage	$25.00	$0.00	$0.74	$24.26	2.96%
331	Travel Expenses	$2,000.00	$0.00	$2,277.21	-$277.21	113.86%
340	Advertising	$0.00	$0.00	$0.00	$0.00	0.00%
351	Legal Notices Publishing	$0.00	$0.00	$0.00	$0.00	0.00%
360	Insurance	$7,200.00	$0.00	$5,065.00	$2,135.00	70.35%
430	Miscellaneous	$150.00	$1,287.30	$1,393.75	-$1,243.75	929.17%
433	Dues and Subscriptions	$700.00	$0.00	$1,200.95	-$500.95	171.56%
443	Sales Tax	$100.00	$0.00	$303.00	-$203.00	303.00%
450	Permits	$10.00	$0.00	$0.00	$10.00	0.00%
455	House Burn	$1,500.00	$0.00	$0.00	$1,500.00	0.00%
491	FDRA City Contribution	$18,750.00	$0.00	$15,437.49	$3,312.51	82.33%
492	FDRA State Aid	$29,000.00	$0.00	$41,599.66	-$12,599.66	143.45%
500	Capital Outlay	$9,400.00	$613.80	$33,136.69	-$23,736.69	352.52%
550	Capital Outlay - Vehicles	$25,000.00	$0.00	$33,189.00	-$8,189.00	132.76%
551	Capital Outlay-Building	$0.00	$0.00	$25,033.85	-$25,033.85	0.00%
600	Principal	$14,222.00	$0.00	$14,222.06	-$0.06	100.00%
610	Interest	$2,120.00	$0.00	$2,119.87	$0.13	99.99%
615	Issuance Costs (Other Financin	$0.00	$0.00	$0.00	$0.00	0.00%
620	Fiscal Agent s Fees	$425.00	$0.00	$0.00	$425.00	0.00%
720	Operating Transfers	$0.00	$0.00	$0.00	$0.00	0.00%
DEPT 42280 Fire Administration		$173,819.00	$57,214.63	$268,243.31	-$94,424.31	154.32%
DEPT 42500 Ambulance Services						
223	Bldg Repair Suppl/Maintenance	$500.00	$0.00	$73.01	$426.99	14.60%
306	Ambulance Subsidy	$13,236.00	$0.00	$0.00	$13,236.00	0.00%
DEPT 42500 Ambulance Services		$13,736.00	$0.00	$73.01	$13,662.99	0.53%
DEPT 43000 Public Works (GENERAL)						
100	Wages and Salaries Dept Head	$0.00	$0.00	$0.00	$0.00	0.00%
103	Tech 1	$43,590.00	$5,023.10	$44,525.10	-$935.10	102.15%
104	Tech 2	$51,605.00	$6,063.80	$55,418.96	-$3,813.96	107.39%
105	Part-time	$0.00	$0.00	$452.81	-$452.81	0.00%
108	Tech 3	$51,605.00	$5,469.23	$44,030.46	$7,574.54	85.32%
121	PERA	$10,643.00	$1,200.31	$10,470.97	$172.03	98.38%
122	FICA	$11,230.00	$1,184.21	$10,275.57	$954.43	91.50%
131	Employer Paid Health	$51,220.00	$3,844.79	$45,847.21	$5,372.79	89.51%
132	Employer Paid Disability	$923.00	$78.70	$870.37	$52.63	94.30%
133	Employer Paid Dental	$1,071.00	$136.44	$1,642.11	-$571.11	153.32%
134	Employer Paid Life	$195.00	$16.80	$198.02	-$3.02	101.55%
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	$12,058.00	$0.00	$13,343.00	-$1,285.00	110.66%
200	Office Supplies	$450.00	$0.00	$237.91	$212.09	52.87%
208	Instruction Fees	$200.00	$0.00	$100.00	$100.00	50.00%
210	Operating Supplies	$1,200.00	$1,223.94	$3,712.72	-$2,512.72	309.39%
212	Motor Fuels	$7,000.00	$0.00	$8,076.42	-$1,076.42	115.38%
213	Diesel Fuel	$14,500.00	$331.39	$14,176.76	$323.24	97.77%
215	Shop Supplies	$2,750.00	$99.67	$1,755.38	$994.62	63.83%
220	Repair/Maint Supply - Equip	$8,500.00	$2,579.55	$21,941.58	-$13,441.58	258.14%
221	Repair/Maint Vehicles	$7,500.00	$0.00	$15,741.69	-$8,241.69	209.89%
222	Tires	$1,200.00	$15.80	$1,826.48	-$626.48	152.21%

OBJ	OBJ Descr	2013 Budget	DECEMBER 2013 Amt	2013 YTD Amt	2013 YTD Balance	%YTD Budget
223	Bldg Repair Suppl/Maintenance	$4,500.00	$802.79	$5,988.53	-$1,488.53	133.08%
224	Street Maint Materials	$15,000.00	$151.36	$16,510.21	-$1,510.21	110.07%
225	New Roads Materials	$0.00	$0.00	$0.00	$0.00	0.00%
226	Bridge Materials	$5,000.00	$0.00	$589.19	$4,410.81	11.78%
228	Street Lighting	$0.00	$0.00	$0.00	$0.00	0.00%
232	Striping	$8,000.00	$0.00	$6,123.00	$1,877.00	76.54%
235	Signs	$4,000.00	$105.39	$1,845.71	$2,154.29	46.14%
240	Small Tools and Minor Equip	$2,000.00	$107.64	$2,608.45	-$608.45	130.42%
254	Concessions - Pop	$100.00	$0.00	$0.00	$100.00	0.00%
259	Unif Erik/Mike	$300.00	$138.65	$300.00	$0.00	100.00%
260	Unif Eric & Bruce	$300.00	$0.00	$261.90	$38.10	87.30%
261	Unif Jake/Jon/Leigh	$300.00	$0.00	$300.00	$0.00	100.00%
303	Engineering Fees	$23,000.00	$694.40	$36,307.26	-$13,307.26	157.86%
304	Legal Fees (Civil)	$1,000.00	$0.00	$100.00	$900.00	10.00%
314	Surveyor	$100.00	$0.00	$0.00	$100.00	0.00%
316	Security Monitoring	$200.00	$0.00	$135.63	$64.37	67.82%
320	Communications	$1,600.00	$242.43	$1,438.58	$161.42	89.91%
322	Postage	$25.00	$0.00	$0.00	$25.00	0.00%
331	Travel Expenses	$300.00	$0.00	$28.47	$271.53	9.49%
340	Advertising	$75.00	$0.00	$0.00	$75.00	0.00%
351	Legal Notices Publishing	$25.00	$0.00	$463.06	-$438.06	1852.24%
360	Insurance	$24,000.00	$0.00	$24,822.92	-$822.92	103.43%
381	Electric Utilities	$13,000.00	$979.78	$11,042.45	$1,957.55	84.94%
383	Gas Utilities	$2,500.00	$588.70	$3,097.40	-$597.40	123.90%
384	Refuse/Garbage Disposal	$900.00	$52.48	$781.44	$118.56	86.83%
385	Sewer Utility	$400.00	$69.56	$399.97	$0.03	99.99%
405	Cleaning Services	$4,000.00	$307.42	$3,689.04	$310.96	92.23%
413	Office Equipment Rental/Repair	$50.00	$0.00	$39.28	$10.72	78.56%
415	Equipment Rental	$1,500.00	$0.00	$0.00	$1,500.00	0.00%
430	Miscellaneous	$2,000.00	$0.00	$1,862.03	$137.97	93.10%
433	Dues and Subscriptions	$0.00	$25.00	$64.99	-$64.99	0.00%
442	Safety Prog/Equipment	$1,000.00	$35.25	$1,899.43	-$899.43	189.94%
443	Sales Tax	$100.00	$0.00	$0.00	$100.00	0.00%
450	Permits	$0.00	$0.00	$0.00	$0.00	0.00%
454	Joint Facility County Expense	$45,000.00	$2,946.79	$34,330.67	$10,669.33	76.29%
500	Capital Outlay	$15,700.00	$0.00	$3,151.74	$12,548.26	20.07%
550	Capital Outlay - Vehicles	$0.00	$0.00	$139,286.60	-$139,286.60	0.00%
551	Capital Outlay-Building	$0.00	$0.00	$0.00	$0.00	0.00%
552	Capital Outlay-Land	$0.00	$0.00	$0.00	$0.00	0.00%
581	Capital Outlay -Seal Coat	$0.00	$0.00	$0.00	$0.00	0.00%
582	Capital Outlay - Crackfill	$25,000.00	$0.00	$2,055.62	$22,944.38	8.22%
583	Capital Outlay - Overlays	$285,000.00	$0.00	$0.00	$285,000.00	0.00%
584	Capital Outlay - Road Const	$0.00	$0.00	$301,079.91	-$301,079.91	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)		$763,415.00	$34,515.37	$895,247.00	-$131,832.00	117.27%
DEPT 43100 Cemetery						
210	Operating Supplies	$1,000.00	$0.00	$569.78	$430.22	56.98%
220	Repair/Maint Supply - Equip	$250.00	$0.00	$179.26	$70.74	71.70%
360	Insurance	$60.00	$0.00	$61.00	-$1.00	101.67%
381	Electric Utilities	$350.00	$8.92	$413.69	-$63.69	118.20%
430	Miscellaneous	$400.00	$0.00	$126.15	$273.85	31.54%
452	Refund	$0.00	$0.00	$150.00	-$150.00	0.00%

OBJ	OBJ Descr	2013 Budget	DECEMBER 2013 Amt	2013 YTD Amt	2013 YTD Balance	%YTD Budget
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		$3,060.00	$8.92	$1,499.88	$1,560.12	49.02%
DEPT 45100 Park and Recreation (GENERAL)						
100	Wages and Salaries Dept Head	$58,800.00	$6,830.62	$61,343.58	-$2,543.58	104.33%
101	Assistant	$33,420.00	$3,143.00	$27,687.22	$5,732.78	82.85%
103	Tech 1	$36,825.00	$4,196.80	$37,367.09	-$542.09	101.47%
104	Tech 2	$25,025.00	$2,879.20	$25,960.87	-$935.87	103.74%
105	Part-time	$5,340.00	$752.05	$6,662.84	-$1,322.84	124.77%
108	Tech 3	$20,820.00	$3,430.09	$26,414.77	-$5,594.77	126.87%
121	PERA	$12,680.00	$1,484.82	$12,961.33	-$281.33	102.22%
122	FICA	$13,788.00	$1,536.75	$13,252.39	$535.61	96.12%
131	Employer Paid Health	$51,185.00	$4,560.66	$47,648.77	$3,536.23	93.09%
132	Employer Paid Disability	$1,133.00	$123.25	$1,363.74	-$230.74	120.37%
133	Employer Paid Dental	$3,717.00	$356.97	$3,900.57	-$183.57	104.94%
134	Employer Paid Life	$325.00	$28.00	$326.78	-$1.78	100.55%
136	Deferred Compensation	$650.00	$75.00	$675.00	-$25.00	103.85%
140	Unemployment	$0.00	$0.00	$0.00	$0.00	0.00%
151	Workers Comp Insurance	$5,155.00	$0.00	$5,791.00	-$636.00	112.34%
200	Office Supplies	$200.00	$0.00	$208.01	-$8.01	104.01%
208	Instruction Fees	$500.00	$0.00	$125.77	$374.23	25.15%
210	Operating Supplies	$1,600.00	$0.00	$1,141.91	$458.09	71.37%
212	Motor Fuels	$2,000.00	$0.00	$2,126.23	-$126.23	106.31%
213	Diesel Fuel	$1,200.00	$0.00	$1,322.12	-$122.12	110.18%
220	Repair/Maint Supply - Equip	$1,500.00	$345.14	$1,653.10	-$153.10	110.21%
221	Repair/Maint Vehicles	$1,300.00	$303.80	$1,088.46	$211.54	83.73%
223	Bldg Repair Suppl/Maintenance	$8,000.00	$700.70	$14,781.94	-$6,781.94	184.77%
231	Chemicals	$2,600.00	$0.00	$0.00	$2,600.00	0.00%
235	Signs	$400.00	$0.00	$254.45	$145.55	63.61%
254	Concessions - Pop	$300.00	$0.00	$514.94	-$214.94	171.65%
255	Concessions - Food	$0.00	$0.00	$0.00	$0.00	0.00%
258	Unif Bob/Ted/Terry	$300.00	$0.00	$300.00	$0.00	100.00%
261	Unif Jake/Jon/Leigh	$300.00	$300.00	$300.00	$0.00	100.00%
264	Unif Bobby/Ron	$225.00	$0.00	$231.00	-$6.00	102.67%
304	Legal Fees (Civil)	$0.00	$0.00	$212.50	-$212.50	0.00%
308	Instructors Fees	$0.00	$0.00	$0.00	$0.00	0.00%
309	Tennis	$300.00	$0.00	$65.00	$235.00	21.67%
310	Program Supplies	$300.00	$0.00	$1,570.35	-$1,270.35	523.45%
311	Softball/Baseball	$1,000.00	$0.00	$777.82	$222.18	77.78%
312	Aerobic Instruction	$4,000.00	$220.00	$3,102.00	$898.00	77.55%
315	Warm House/Garage Exp	$1,000.00	$61.93	$1,234.38	-$234.38	123.44%
316	Security Monitoring	$700.00	$269.20	$751.00	-$51.00	107.29%
317	Soccer/Skating	$1,200.00	$0.00	$1,446.13	-$246.13	120.51%
318	Garage (North)	$1,500.00	$1,019.76	$2,797.52	-$1,297.52	186.50%
319	Donation Expenditures	$0.00	$0.00	$519.50	-$519.50	0.00%
320	Communications	$3,600.00	$532.30	$3,469.65	$130.35	96.38%
322	Postage	$250.00	$85.56	$129.22	$120.78	51.69%
323	Garage (East)	$100.00	-$5.61	$1,063.62	-$963.62	1063.62%
324	Disc Golf Expenses	$200.00	$0.00	$0.00	$200.00	0.00%
331	Travel Expenses	$500.00	$0.00	$77.40	$422.60	15.48%
335	Background Checks	$100.00	$0.00	$45.00	$55.00	45.00%
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	$15,000.00	$0.00	$13,512.36	$1,487.64	90.08%

OBJ	OBJ Descr	2013 Budget	DECEMBER 2013 Amt	2013 YTD Amt	2013 YTD Balance	%YTD Budget
381	Electric Utilities	$13,500.00	$897.05	$14,005.87	-$505.87	103.75%
383	Gas Utilities	$6,500.00	$1,355.15	$5,189.77	$1,310.23	79.84%
384	Refuse/Garbage Disposal	$800.00	$67.40	$741.41	$58.59	92.68%
403	Improvements Other Than Bldgs	$500.00	$0.00	$0.00	$500.00	0.00%
413	Office Equipment Rental/Repair	$700.00	$0.00	$903.42	-$203.42	129.06%
415	Equipment Rental	$500.00	$0.00	$0.00	$500.00	0.00%
430	Miscellaneous	$500.00	$17.12	$872.73	-$372.73	174.55%
433	Dues and Subscriptions	$400.00	$0.00	$385.00	$15.00	96.25%
442	Safety Prog/Equipment	$300.00	$0.00	$1,619.48	-$1,319.48	539.83%
443	Sales Tax	$3,500.00	$0.00	$3,031.00	$469.00	86.60%
445	Sr Meals Expense	$400.00	$0.00	$285.00	$115.00	71.25%
448	Weight Room Ins Reimbur	$100.00	$13.75	$121.75	-$21.75	121.75%
450	Permits	$200.00	$0.00	$0.00	$200.00	0.00%
452	Refund	$100.00	$0.00	$530.00	-$430.00	530.00%
453	80 Acre Development Expense	$3,500.00	$0.00	$1,600.19	$1,899.81	45.72%
457	Weight Room Expenses	$3,000.00	$558.85	$1,739.83	$1,260.17	57.99%
459	PAL Foundation Expenditures	$0.00	$902.86	$5,791.79	-$5,791.79	0.00%
461	Silver Sneakers	$0.00	$286.00	$3,922.66	-$3,922.66	0.00%
481	Park Master Plan	$0.00	$0.00	$0.00	$0.00	0.00%
500	Capital Outlay	$15,000.00	$0.00	$56,341.13	-$41,341.13	375.61%
551	Capital Outlay-Building	$0.00	$0.00	$0.00	$0.00	0.00%
552	Capital Outlay-Land	$20,000.00	$0.00	$0.00	$20,000.00	0.00%
557	Capital Outlay - Tennis Courts	$0.00	$0.00	$131,364.73	-$131,364.73	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 45100 Park and Recreation (GENERA		$388,738.00	$37,328.17	$554,623.09	-$165,885.09	142.67%
DEPT 45500 Library						
101	Assistant	$24,920.00	$2,884.00	$25,948.44	-$1,028.44	104.13%
121	PERA	$1,807.00	$209.09	$1,881.19	-$74.19	104.11%
122	FICA	$1,906.00	$194.66	$1,673.86	$232.14	87.82%
131	Employer Paid Health	$16,792.00	$1,280.16	$15,345.86	$1,446.14	91.39%
132	Employer Paid Disability	$157.00	$15.55	$171.97	-$14.97	109.54%
133	Employer Paid Dental	$924.00	$77.00	$924.00	$0.00	100.00%
134	Employer Paid Life	$65.00	$5.60	$65.60	-$0.60	100.92%
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	$208.00	$0.00	$0.00	$208.00	0.00%
201	Library Operating Supplies	$0.00	$0.00	$1,226.03	-$1,226.03	0.00%
202	Library Subscriptions	$0.00	$0.00	$808.01	-$808.01	0.00%
203	Library Books	$0.00	$0.00	$441.89	-$441.89	0.00%
204	Children s Program Expense	$0.00	$7.49	$1,441.61	-$1,441.61	0.00%
205	Library Luncheon Expense	$0.00	$0.00	$0.00	$0.00	0.00%
206	NY Times Best Seller Program	$0.00	$0.00	$0.00	$0.00	0.00%
207	Golf Fundraiser Expense	$0.00	$0.00	$0.00	$0.00	0.00%
319	Donation Expenditures	$0.00	$0.00	$432.80	-$432.80	0.00%
320	Communications	$1,000.00	$119.83	$844.63	$155.37	84.46%
322	Postage	$0.00	$15.18	$17.47	-$17.47	0.00%
360	Insurance	$0.00	$0.00	$0.00	$0.00	0.00%
413	Office Equipment Rental/Repair	$0.00	$0.00	$794.51	-$794.51	0.00%
430	Miscellaneous	$0.00	$276.94	$1,646.01	-$1,646.01	0.00%
443	Sales Tax	$0.00	$0.00	$20.00	-$20.00	0.00%
452	Refund	$0.00	$0.00	$6.00	-$6.00	0.00%
459	PAL Foundation Expenditures	$0.00	$0.00	$1,009.83	-$1,009.83	0.00%
500	Capital Outlay	$0.00	$0.00	$0.00	$0.00	0.00%
DEPT 45500 Library		$47,779.00	$5,085.50	$54,699.71	-$6,920.71	114.48%

OBJ	OBJ Descr	2013 Budget	DECEMBER 2013 Amt	2013 YTD Amt	2013 YTD Balance	%YTD Budget
DEPT 47014 2012 Series A						
600	Principal	$0.00	$0.00	$165,000.00	-$165,000.00	0.00%
610	Interest	$0.00	$0.00	$41,302.50	-$41,302.50	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	$206,302.50	-$206,302.50	0.00%
DEPT 48000 Recyling						
384	Refuse/Garbage Disposal	$30,000.00	$2,500.00	$30,000.00	$0.00	100.00%
388	Recycling Expenses	$100.00	$0.00	$0.00	$100.00	0.00%
430	Miscellaneous	$2,340.00	$195.00	$2,340.00	$0.00	100.00%
DEPT 48000 Recyling		$32,440.00	$2,695.00	$32,340.00	$100.00	99.69%
FUND 101 GENERAL FUND		$2,799,549.00	$257,196.97	$3,562,780.30	-$763,231.30	127.26%
FUND 301 DEBT SERVICE FUND						
DEPT 47000 Emer Svcs Ctr Refunding 2004						
551	Capital Outlay-Building	$0.00	$0.00	$0.00	$0.00	0.00%
600	Principal	$0.00	$0.00	$0.00	$0.00	0.00%
602	REA Loan Payment	$0.00	$0.00	$0.00	$0.00	0.00%
610	Interest	$0.00	$0.00	$0.00	$0.00	0.00%
620	Fiscal Agent s Fees	$0.00	$0.00	$0.00	$0.00	0.00%
DEPT 47000 Emer Svcs Ctr Refunding 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	$50,000.00	$0.00	$50,000.00	$0.00	100.00%
610	Interest	$1,125.00	$0.00	$1,125.00	$0.00	100.00%
620	Fiscal Agent s Fees	$430.00	$0.00	$0.00	$430.00	0.00%
DEPT 47006 2002 Series A Improvement B		$51,555.00	$0.00	$51,125.00	$430.00	99.17%
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%

OBJ	OBJ Descr	2013 Budget	DECEMBER 2013 Amt	2013 YTD Amt	2013 YTD Balance	%YTD Budget
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						
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	$140,000.00	$0.00	$140,000.00	$0.00	100.00%
610	Interest	$23,690.00	$0.00	$23,690.00	$0.00	100.00%
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		$163,690.00	$0.00	$163,690.00	$0.00	100.00%
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	$1,012.50	-$1,012.50	0.00%
621	Continung Disclosure Expene	$888.00	$0.00	$1,012.50	-$124.50	114.02%
DEPT 47013 Bond Disclosure		$888.00	$0.00	$2,025.00	-$1,137.00	228.04%
DEPT 47014 2012 Series A						
430	Miscellaneous	$0.00	$0.00	$0.00	$0.00	0.00%
600	Principal	$290,000.00	$0.00	$125,000.00	$165,000.00	43.10%
610	Interest	$47,753.00	$0.00	$6,450.00	$41,303.00	13.51%
620	Fiscal Agent s Fees	$0.00	$0.00	$0.00	$0.00	0.00%
DEPT 47014 2012 Series A		$337,753.00	$0.00	$131,450.00	$206,303.00	38.92%
FUND 301 DEBT SERVICE FUND		$553,886.00	$0.00	$348,290.00	$205,596.00	62.88%
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	$239,214.43	-$239,214.43	0.00%

OBJ	OBJ Descr	2013 Budget	DECEMBER 2013 Amt	2013 YTD Amt	2013 YTD Balance	%YTD Budget
DEPT 49300 Other Finanacing Uses		$0.00	$0.00	$239,214.43	-$239,214.43	0.00%
FUND 401 GENERAL CAPITAL PROJECTS		$0.00	$0.00	$239,214.43	-$239,214.43	0.00%
FUND 404 JOBZ						
DEPT 46002 JOBZ - Crosstech Mfg						
304	Legal Fees (Civil)	$0.00	$0.00	$0.00	$0.00	0.00%
351	Legal Notices Publishing	$0.00	$0.00	$0.00	$0.00	0.00%
430	Miscellaneous	$0.00	$0.00	$0.00	$0.00	0.00%
DEPT 46002 JOBZ - Crosstech Mfg		$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						
DEPT 46000 Tax Increment Financing						
351	Legal Notices Publishing	$0.00	$0.00	$99.60	-$99.60	0.00%
640	Tax Increment 1	$0.00	$0.00	$0.00	$0.00	0.00%
641	Tax Increment 2	$0.00	$0.00	$0.00	$0.00	0.00%
642	Tax Increment 3	$0.00	$0.00	$0.00	$0.00	0.00%
643	Tax Increment 6	$0.00	$0.00	$0.00	$0.00	0.00%
644	Tax Increment 7 - Stone #1	$0.00	$0.00	$0.00	$0.00	0.00%
645	Tax Increment 8 - Crosswoods	$0.00	$0.00	$0.00	$0.00	0.00%
646	TaxIncrement 9-C&J Dev	$0.00	$0.00	$0.00	$0.00	0.00%
650	Administrative Costs	$0.00	$0.00	$500.00	-$500.00	0.00%
DEPT 46000 Tax Increment Financing		$0.00	$0.00	$599.60	-$599.60	0.00%
DEPT 46001 TIF 1-9 MidWest Asst Living						
646	TaxIncrement 9-C&J Dev	$15,000.00	$6,451.74	$13,003.48	$1,996.52	86.69%
DEPT 46001 TIF 1-9 MidWest Asst Living		$15,000.00	$6,451.74	$13,003.48	$1,996.52	86.69%
FUND 405 TAX INCREMENT FINANCE PROJEC		$15,000.00	$6,451.74	$13,603.08	$1,396.92	90.69%
FUND 408 WEST SHORE DRIVE						
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%
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 43000 Public Works (GENERAL)		$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 409 JOHNIE/ROBERT STREET						
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 409 JOHNIE/ROBERT STREET		$0.00	$0.00	$0.00	$0.00	0.00%
FUND 410 MARODA DRIVE						
DEPT 43000 Public Works (GENERAL)						
303	Engineering Fees	$0.00	$0.00	$0.00	$0.00	0.00%
DEPT 43000 Public Works (GENERAL)		$0.00	$0.00	$0.00	$0.00	0.00%
FUND 410 MARODA DRIVE		$0.00	$0.00	$0.00	$0.00	0.00%
FUND 411 SUNSET DRIVE						
DEPT 43000 Public Works (GENERAL)						

OBJ	OBJ Descr	2013 Budget	DECEMBER 2013 Amt	2013 YTD Amt	2013 YTD Balance	%YTD Budget
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)						
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	$123,680.46	-$123,680.46	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	$123,680.46	-$123,680.46	0.00%
FUND 415 AMBULANCE PROJECT		$0.00	$0.00	$123,680.46	-$123,680.46	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%

OBJ	OBJ Descr	2013 Budget	DECEMBER 2013 Amt	2013 YTD Amt	2013 YTD Balance	%YTD Budget
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 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%
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 46500 Economic Develop mt (GENER		$0.00	$0.00	$0.00	$0.00	0.00%
DEPT 47000 Emer Svcs Ctr Refunding 2004						
600	Principal	$40,000.00	$0.00	$40,000.00	$0.00	100.00%
610	Interest	$1,660.00	$0.00	$1,660.00	$0.00	100.00%
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	$425.00	$0.00	$0.00	$425.00	0.00%
DEPT 47000 Emer Svcs Ctr Refunding 2004		$42,085.00	$0.00	$41,660.00	$425.00	98.99%
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	$431.25	-$431.25	0.00%
DEPT 47009 2003 Joint Facility		$0.00	$0.00	$431.25	-$431.25	0.00%
FUND 502 ECONOMIC DEVELOPMENT FUND		$42,085.00	$0.00	$42,091.25	-$6.25	100.01%
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	$8,543.45	-$8,543.45	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	$8,543.45	-$8,543.45	0.00%
FUND 503 EDA (REVOLVING LOAN)		$0.00	$0.00	$8,543.45	-$8,543.45	0.00%
FUND 601 SEWER OPERATING FUND						
DEPT 43200 Sewer						
100	Wages and Salaries Dept Head	$64,000.00	$7,400.62	$67,268.78	-$3,268.78	105.11%

OBJ	OBJ Descr	2013 Budget	DECEMBER 2013 Amt	2013 YTD Amt	2013 YTD Balance	%YTD Budget
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	$4,640.00	$536.57	$4,877.21	-$237.21	105.11%
122	FICA	$4,896.00	$566.15	$5,146.07	-$250.07	105.11%
131	Employer Paid Health	$21,340.00	$2,033.61	$24,377.82	-$3,037.82	114.24%
132	Employer Paid Disability	$402.00	$43.73	$484.23	-$82.23	120.46%
133	Employer Paid Dental	$1,155.00	$96.25	$1,155.00	$0.00	100.00%
134	Employer Paid Life	$65.00	$5.60	$65.60	-$0.60	100.92%
136	Deferred Compensation	$650.00	$75.00	$675.00	-$25.00	103.85%
151	Workers Comp Insurance	$2,298.00	$0.00	$3,229.00	-$931.00	140.51%
200	Office Supplies	$250.00	$0.00	$268.69	-$18.69	107.48%
208	Instruction Fees	$1,200.00	$0.00	$1,176.00	$24.00	98.00%
210	Operating Supplies	$1,500.00	$0.00	$2,994.93	-$1,494.93	199.66%
212	Motor Fuels	$1,500.00	$0.00	$1,925.59	-$425.59	128.37%
213	Diesel Fuel	$500.00	$0.00	$0.00	$500.00	0.00%
220	Repair/Maint Supply - Equip	$3,000.00	$0.00	$4,746.13	-$1,746.13	158.20%
221	Repair/Maint Vehicles	$750.00	$29.00	$1,467.43	-$717.43	195.66%
222	Tires	$500.00	$0.00	$0.00	$500.00	0.00%
223	Bldg Repair Suppl/Maintenance	$1,200.00	$0.00	$863.17	$336.83	71.93%
229	Oper/Maint - Lift Station	$5,000.00	$4,143.90	$16,993.70	-$11,993.70	339.87%
230	Repair/Maint - Collection Syst	$500.00	$1,301.74	$3,335.50	-$2,835.50	667.10%
231	Chemicals	$11,500.00	$1,163.82	$12,008.09	-$508.09	104.42%
258	Unif Bob/Ted/Terry	$300.00	$0.00	$347.48	-$47.48	115.83%
303	Engineering Fees	$1,000.00	$0.00	$737.00	$263.00	73.70%
304	Legal Fees (Civil)	$250.00	$0.00	$0.00	$250.00	0.00%
320	Communications	$600.00	$89.50	$533.26	$66.74	88.88%
321	Communications-Cellular	$1,300.00	$121.80	$1,683.93	-$383.93	129.53%
322	Postage	$800.00	$341.92	$1,023.75	-$223.75	127.97%
331	Travel Expenses	$1,000.00	$0.00	$1,313.73	-$313.73	131.37%
340	Advertising	$0.00	$0.00	$0.00	$0.00	0.00%
351	Legal Notices Publishing	$150.00	$0.00	$142.13	$7.87	94.75%
360	Insurance	$6,100.00	$0.00	$7,207.20	-$1,107.20	118.15%
381	Electric Utilities	$25,500.00	$2,208.37	$25,699.35	-$199.35	100.78%
383	Gas Utilities	$2,500.00	$414.37	$2,222.70	$277.30	88.91%
384	Refuse/Garbage Disposal	$0.00	$0.00	$0.00	$0.00	0.00%
406	Lab Testing	$9,500.00	$698.40	$9,902.48	-$402.48	104.24%
407	Sludge Disposal	$8,000.00	$0.00	$11,744.00	-$3,744.00	146.80%
420	Depreciation Expense	$0.00	$0.00	$0.00	$0.00	0.00%
430	Miscellaneous	$100.00	$0.00	$0.00	$100.00	0.00%
433	Dues and Subscriptions	$300.00	$0.00	$427.00	-$127.00	142.33%
442	Safety Prog/Equipment	$1,000.00	$0.00	$1,524.41	-$524.41	152.44%
443	Sales Tax	$150.00	$0.00	$69.00	$81.00	46.00%
450	Permits	$2,000.00	$0.00	$1,450.00	$550.00	72.50%
452	Refund	$0.00	$0.00	$74.00	-$74.00	0.00%
500	Capital Outlay	$7,500.00	$0.00	$583.88	$6,916.12	7.79%
553	Capital Outlay - Sewer Filters	$0.00	$0.00	$0.00	$0.00	0.00%
554	Capital Outlay - Ox Ditch Bldg	$0.00	$0.00	$0.00	$0.00	0.00%
555	Capital Outlay - Sewer Biosol	$0.00	$0.00	$0.00	$0.00	0.00%
556	Capital Outlay - Sewer Exten	$0.00	$0.00	$0.00	$0.00	0.00%
DEPT 43200 Sewer		$194,896.00	$21,270.35	$219,743.24	-$24,847.24	112.75%
FUND 601 SEWER OPERATING FUND		$194,896.00	$21,270.35	$219,743.24	-$24,847.24	112.75%

FUND 651 SEWER RESTRICTED SINKING FUND

OBJ	OBJ Descr	2013 Budget	DECEMBER 2013 Amt	2013 YTD Amt	2013 YTD Balance	%YTD Budget
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%
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	$125,000.00	$0.00	$125,000.00	$0.00	100.00%
610	Interest	$82,609.00	$0.00	$82,608.75	$0.25	100.00%
615	Issuance Costs (Other Financin	$0.00	$0.00	$0.00	$0.00	0.00%
620	Fiscal Agent s Fees	$431.00	$0.00	$431.25	-$0.25	100.06%
DEPT 47007 2003 Series A Disposal		$208,040.00	$0.00	$208,040.00	$0.00	100.00%
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		$208,040.00	$0.00	$208,040.00	$0.00	100.00%
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%
		$3,813,456.00	$284,919.06	$4,765,986.21	-$952,530.21	124.98%

City of Crosslake
12/31/2013 Budget to Actual Analysis (Remove Debt Service, Capital Outlay and Operating Transfers)

Description	2013 Budget	12/31/2013 MTD	2013 YTD Amt	2013 YTD Balance	2013 %YTD Budget
Total Expense (From Month End Report For November 25, 2013)	**$ 3,813,456**	**$ 269,705**	**$ 4,765,986**	**$ (952,530)**	**124.98%**
Adjustments:					
Less: All DS Issues					
(101) Fire Administration - Principal	(14,222)	0	(14,222)	0	100.00%
(101) Fire Administration - Interest	(2,120)	0	(2,120)	(0)	99.99%
(101) Fire Administration - Fiscal Agent Fees	(425)	0	0	(425)	0.00%
(101) 2012 Series A - Principal	0	0	(165,000)	165,000	0%
(101) 2012 Series A - Interest	0	0	(41,303)	41,303	0%
(301) 2002 Series A - Principal	(50,000)	0	(50,000)	0	100.00%
(301) 2002 Series A - Interest	(1,125)	0	(1,125)	0	100.00%
(301) 2002 Series A - Fiscal Agent Fees	(430)	0	0	(430)	0.00%
(301) 2006 Series B - Principal	(140,000)	0	(140,000)	0	100.00%
(301) 2006 Series B - Interest	(23,690)	0	(23,690)	0	100.00%
(301) 2012 Series A - Principal	(290,000)	0	(125,000)	(165,000)	43.10%
(301) 2012 Series A - Interest	(47,753)	0	(6,450)	(41,303)	13.51%
(301) Fiscal Agent Fees	(888)	0	(2,025)	1,137	0.00%
(502) Emergency Services Refunding 2004 - Principal	(40,000)	0	(40,000)	0	100.00%
(502 Emergency Services Refunding 2004 - Interest	(1,660)	0	(1,660)	0	100.00%
(502) Emergency Services Refunding 2004 - Fiscal Agent Fees	(425)	0	(431)	6	101.47%
(651) 2003 Series A Disposal - Principal	(125,000)	0	(125,000)	0	100.00%
(651) 2003 Series A Disposal -Interest	(82,609)	0	(82,609)	(0)	100.00%
(651) 2003 Series A Disposal - Fiscal Agent Fees	(431)	0	(431)	0	100.06%
Total Debt Service	*(820,778)*	*0*	*(821,066)*	*288*	100.04%
Less - All Capital Outlay Accounts:					
(101) Administration	(1,000)	(1,554)	(1,554)	554	155.37%
(101) Planning and Zoning	(2,000)	(3,067)	(4,786)	2,786	239.31%
(101) General Government Capital Outlay	(1,500)	0	(3,787)	2,287	252.47%
(101) General Government Capital Outlay - Bldgs	(55,057)	0	0	(55,057)	0.00%
(101) General Government Capital Outlay - Land	(20,000)	0	(3,392)	(16,608)	16.96%
(101) Police Administration Capital Outlay	(6,000)	(1,881)	(30,904)	24,904	515.06%
(101) Police Administration Capital Outlay - Vehicles	(15,000)	(4,926)	(4,926)	(10,074)	32.84%
(101) Fire Administration - Capital Outlay (Other Donations)	0	(25,183)	(25,183)	25,183	0.00%
(101) Fire Administration - Capital Outlay	(9,400)	(614)	(33,137)	23,737	352.52%
(101) Fire Administration - Capital Outlay - Vehicles	(25,000)	0	(33,189)	8,189	132.76%
(101) Fire Administration - Capital Outlay - Buildings	0	0	(25,034)	25,034	0.00%
(101) Public Works - Capital Outlay	(15,700)	0	(3,152)	(12,548)	20.07%
(101) Public Works - Capital Outlay - Vehicles	0	0	(139,287)	139,287	0.00%
(101) Public Works - Capital Outlay - Crackfill	(25,000)	0	(2,056)	(22,944)	8.22%
(101) Public Works - Capital Outlay - Overlays/Road Const.	(285,000)	0	(301,080)	16,080	105.64%
(101) Cemetery - Capital Outlay	(1,000)	0	0	(1,000)	0.00%
(101) Parks and Recreation - Capital Outlay	(15,000)	0	(56,341)	41,341	375.61%
(101) Parks and Recreation - Capital Outlay - Land	(20,000)	0	0	(20,000)	0.00%
(101) Parks and Recreation - Capital Outlay - Tennis Courts	0	0	(131,365)	131,365	0.00%
(415) Ambulance Project - Capital Outlay	0	0	(123,680)	123,680	0.00%
(601) Sewer - Capital Outlay	(7,500)	0	(584)	(6,916)	7.79%
Total Capital Outlay	*(504,157)*	*(37,225)*	*(923,435)*	*419,278*	183.16%
Less: Operating Transfers Between Funds:					
General Fund to Ambulance Project Fund	0	0	(212,297)	212,297	0%
General Capital Projects Fund to General Fund	0	0	(239,214)	239,214	0%
Total Operating Transfers Between Funds	*0*	*0*	*(451,511)*	*451,511*	0%
Adjusted Expenditures	**$ 2,488,521**	**$ 247,694**	**$ 2,569,974**	**$ (81,453)**	**103.27%**
Linear Assumption (12 Months/12 Months) = 100.0%					
100.00%	*$ 3,813,456*				*-3.27%*

City of Crosslake
Pledged Collateral
December 31, 2013

Depository	Percent of Total Bank Balance	Bank Balance	Less: Insurance FDIC/NCUA	Deposits Requiring Collateral	Amount of Collateral Required (110% of Deposits Requiring Collateral)	Market Value of Collateral Provided	Sufficient (Insufficient) Collateral Coverage	Collateral Description	Expiration Date
Riverwood Bank	8.4%	$ 199,300	$ 250,000	$ 0	$ 0	$ 0	$ 0		
Lakes State Bank	16.2%	$ 381,856	$ 250,000	$ 131,856	$ 145,041	$ 200,000	$ 54,959	Letter of Credit #2552-14	11/14/2014
BlackRidge Bank	32.5%	$ 768,013	$ 250,000	$ 518,013	$ 569,815	$ 1,000,000	$ 430,185	Letter of Credit 4072-129	02/28/2014
Frandsen Bank and Trust	42.8%	$ 1,010,652	$ 250,000	$ 760,652	$ 836,717	$ 1,572,912	$ 736,195	31417YY84 MBS FNMA 38377TVJ7 GNR	05/01/2031; 05/20/2038
Totals	**100.0%**	**$ 2,359,821**		**$ 1,410,521**	**$ 1,551,573**	**$ 2,772,912**	**$ 1,221,339**		

(4M Fund and Merrill Lynch deposits not included in the above since pledging is handled by Investment Company.)

Mike Lyonais
Finance Director/Treasurer
Updated 12/31/2013

City of Crosslake
JOBZ Project Summary
Project-to-Date 2008 through 2011 (Date of Last Activity)

Description/Category	Project Costs	Annual Project Fees	Application Fees	Totals
Cash Receipts/Deposits: Cross-Tech				
Project Deposit	$ 10,000.00	$ -	$ -	**$ 10,000.00**
Application Fees	-	-	1,000.00	**1,000.00**
Annual Fees	-	1,500.00	-	**1,500.00**
Total Cash Receipts	***$ 10,000.00***	***$ 1,500.00***	***$ 1,000.00***	***$ 12,500.00***
Cash Disbursements:				
Distribute Annual Project Fees:				
BLADC - 40%	$ -	$ 600.00	$ -	**$ 600.00**
Region V - 20%	-	300.00	-	**300.00**
CWC - 20%	-	300.00	-	**300.00**
City of Crosslake (20% City share is already in the cash balance.)	-	300.00	(300.00)	**-**
	-	1,500.00	(300.00)	**1,200.00**
Legal/Notices:				
Briggs & Morgan	1,700.00	-	-	**1,700.00**
Couri & Ruppe P.L.L.P.	1,608.75	-	-	**1,608.75**
Northland Press	66.50	-	-	**66.50**
	3,375.25	-	-	**3,375.25**
Total Cash Disbursements	***$ 3,375.25***	***$ 1,500.00***	***$ (300.00)***	***$ 4,575.25***
Subtotal - Cash Balance	6,624.75	-	1,300.00	**7,924.75**
Less: Return Unused Deposit to Cross-Tech	(6,624.75)	-	-	**(6,624.75)**
Cash Balance	***$ -***	***$ -***	***$ 1,300.00***	***$ 1,300.00***

Recommendation:
Close fund by moving cash balance to the general fund to reimburse the General Fund for administrative costs associated with the project - no further activity is expected.

LEAGUE OF MINNESOTA CITIES

CONNECTING & INNOVATING
SINCE 1913

December 10, 2013

To: LMCIT Property/Casualty Members

From: LMCIT Board of Trustees

Re: **2013 Property/Casualty Dividend**

We are very pleased to enclose a check for your share of the $10 million dividend, which the LMCIT property/casualty program is returning. $12,309

Also included in this mailing are the following:

- A memo providing background on the dividend, including a detailed explanation for how your dividend is calculated.
- A data sheet showing the earned premium and loss data used to calculate your dividend, as well as graphs showing your written premium and dividend history. The "written premium" amount is the amount invoiced to you for coverage.

We encourage you to share this information with your city council.

Please feel free to contact Laura Honeck, LMCIT Program Coordinator at lhoneck@lmc.org or 651-281-1280 if you have any questions or need additional information.

LEAGUE OF MINNESOTA CITIES
INSURANCE TRUST
145 UNIVERSITY AVE. WEST
ST. PAUL, MN 55103-2044
PHONE: (651) 281-1200 FAX: (651) 281-1298
TOLL FREE: (800) 925-1122 WEB: WWW.LMC.ORG

LEAGUE OF MINNESOTA CITIES

CONNECTING & INNOVATING
SINCE 1913

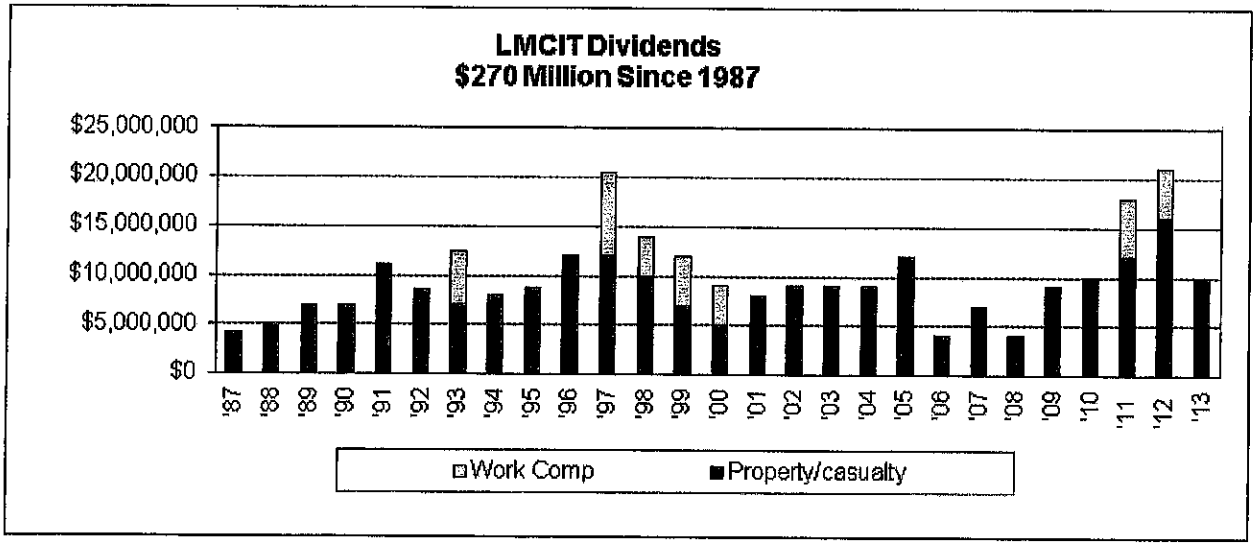
December 10, 2013

To: LMCIT Members and Agents

From: LMCIT Board of Trustees
Joel Hanson, Administrator, Little Canada
D. Love, Councilmember, Centerville
Rhonda Pownell, Councilmember, Northfield
Jim Miller, Executive Director, LMC
Mark Karnowski, Administrator, Princeton
Dave Callister, Manager, Plymouth
Todd Prafke, Administrator, St. Peter

Re: **2013 LMCIT Property/Casualty Dividend**

Congratulations to members of the League of Minnesota Cities Insurance Trust (LMCIT) property/casualty program on another successful year! Property/casualty members will share in a $10 million dividend this year. This brings the sum of dividends returned to members since 1987 to $270 million.



Following you'll find information about how the dividend is determined and calculated, and the outlook on future dividends. If you have any questions about the dividend or rate or coverage changes taking place this coming year, please contact your LMCIT underwriter at 800-925-1122 or 651-281-1200.

Dividend Amount

The dividend amount that is returned in any given year is closely related to premium rates. Very briefly, LMCIT's premium rates are designed to incorporate a safety margin. That is, the premiums generated by LMCIT members, together with LMCIT's investment income, are intended to produce enough revenue to cover losses and expenses even if losses turn out to be greater than projections. If losses turn out to match LMCIT's projections, then the safety margin isn't needed to pay for losses and is available either to be returned to members as a dividend or used to strengthen LMCIT's fund balance. If losses turn out to be lower than projected, those additional savings also become available to be returned to members.

LEAGUE OF MINNESOTA CITIES
INSURANCE TRUST
145 UNIVERSITY AVE. WEST
ST. PAUL, MN 55103-2044
PHONE: (651) 281-1200
TOLL FREE: (800) 925-1122
FAX: (651) 281-1298
WEB: WWW.LMC.ORG

The actual amount of dividend is largely dependent upon losses experienced by members. It often takes several years before a claim is finalized. LMCIT staff work with information that is continually updated in order to better estimate what losses will ultimately cost. It's important to keep in mind, though, that LMCIT's results and the amount of dividend that can be returned don't just depend on what happened during the current year – it's also affected by changes in estimates of loss costs from earlier years.

This year's dividend is made possible because of the lower-than-average property and land use litigation losses LMCIT has experienced in recent years. This, combined with steady losses in the areas of sewer backups, auto liability, auto physical damage, and other minor liability loss areas, have offset the increased loss projections for employment and police liability.

Dividend Determination and Calculation

The first step the LMCIT Board takes in determining a dividend amount is to look at the program's actual fund balance compared to the fund balance targets the Board has established. This year the Trustees determined that $10 million could be returned to member cities.

The next step is to calculate the dividend. Here are the steps to determine the dividend amount for each individual city:

1. Each city's adjusted losses are subtracted from its gross earned premiums.

   The enclosed data sheet shows the exact figures that were used to calculate your city's dividend. The "gross earned premium" figure, which is calculated through May 31 of each year, is your city's total of all earned premiums since your city has been a member of LMCIT. The "adjusted loss" figure is your city's losses for all years of participation, minus applicable deductibles, and after capping each individual large loss. For purposes of the dividend formula, each individual loss is capped at the lesser of either your city's earned premium for that year or $100,000. Without this cap, a small or mid-sized entity that experiences a catastrophic loss might not receive any dividend for many years.

2. After adjusted losses have been subtracted from gross earned premiums for each member city, the remainders for each city are added together. This is the "total" that is used to then calculate each individual city's dividend amount.

3. Each individual city's remainder is then divided by the "total" remainder for all cities. This number is then turned into a percentage. This percentage, which is shown on the enclosed data sheet, is your city's share of the $10 million total that's available as a dividend this year.

The basic concept of the dividend is that the fund balance that LMCIT has at any one time is the cumulative result of all members' premiums and losses since LMCIT began. The dividend formula returns a proportionately greater share to members that have contributed more to that fund balance and to members that have done a good job of avoiding losses.

Future Dividends

The ultimate goal of LMCIT is to manage *risk* – in other words, uncertainty. There's no guarantee that a dividend will always be returned to members because it is impossible to know what losses will ultimately occur or ultimately cost from tornadoes, storms, sewer backups, fires, lawsuits, and so on. Dividend amounts will vary from year to year just as they have in the past.

LMCIT will do its best to estimate and project what loss costs will be, and will continue to return to members any funds that aren't needed for losses, expenses, or reserves. While we can't guarantee future dividends, members should be proud of their success accomplished in controlling losses during 2013.

WIDSETH SMITH NOLTING
Brainerd/Baxter
7804 Industrial Park Road
PO Box 2720
Baxter, MN 56425-2720
218.829.5117
218.829.2517
Brainerd@wsn.us.com
WidsethSmithNolting.com

January 9, 2014

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

RE: City Engineering/Surveying

Dear Mayor and Members of the Council:

Thank you for the opportunity to have served the City of Crosslake as City Engineer/Surveyor in 2013. We greatly appreciate the relationship we have had with the City over the past seventeen years, and respectfully request your consideration for re-appointment for 2014. Our efforts on your behalf, as always, are to provide quality service to the community for a reasonable cost, and to be responsive to your needs in a timely and professional manner. We wish to continue to provide quality service and the continuity you may need for on-going projects and efforts to attain the long-range goals of the community. Following is a summary of the basic services we have provided in the past, and propose to continue to provide to the City of Crosslake during 2014:

- Attend the regular monthly City Council meeting at <u>no charge</u> to the City.
  Since our initial appointment in 1996, we have attended the regular monthly City Council meeting at no charge to the City. We propose to continue to provide this service at our own expense. An Engineer will attend Council meetings to remain apprised of issues affecting the City and to be on hand to advise the Council and staff as needed on engineering related issues.
- We had attended the regular Planning and Zoning meeting at no charge from 9:00am until noon, and on an hourly basis after that time if needed. Since the planning and zoning administration has been turned over to the County, their staff has determined no meetings requiring our attendance thus far. We have reviewed some applications on behalf of the City during this timeframe. We propose to continue to offer our planning and zoning assistance to the City and County on an as-needed basis which would be billed to the City in accordance with our fee schedule.
- We attend the Public Works Commission meeting on an as-needed basis and bill the City for our time in accordance with our fee schedule.

Attached is our 2014 Fee Schedule for labor and reimbursable costs. This fee schedule includes a modest increase in hourly rates from 2013. The primary representatives billing time to the City are Engineer IV, which increased from $134.00/hour to $135.00/hour, or a 0.70% increase. Mileage is proposed to be the Federal Standard Rate. This fee schedule will be used for general City Engineering and City Surveying purposes to assist the City as needed, and for attending any additional meetings requested by the City. We will prepare a written proposal that details the scope of work and estimated fees for specific projects ordered by the City Council. This has been the past policy, and we prefer to continue with this practice which allows the City Council to authorize specific services desired of the City Engineer/Surveyor.

WIDSETH SMITH NOLTING

Engineering Recap of 2013

Streets - We assisted with the design, bidding, construction administration and project close-out of the pavement re-surfacing project for Bonnie Lakes Road and parking lot improvements at the City Hall and Community Center. We updated the 5-Year Capital Improvement Plan to assist the City during its budgeting sessions.

Trails – No trail work was completed in 2013.

Bridges – No bridge work was completed in 2013.

Sanitary Sewer – No sanitary sewer work was completed in 2013.

Projects for 2014 – The ADA sidewalk improvements are anticipated to be re-bid for the Community Center. The bid received last fall was considered high, and the Council determined to re-bid in the spring. We are currently working on a drainage feasibility study for Norway Trail. This could be a project considered for construction in 2014 if the City determines the need and has funding available. No significant roadway improvement projects are currently planned due to the County highway reconstruction project which requires City funding in 2014 for CSAH 36. Some minor roadway maintenance projects may be done.

WSN Personnel

We propose that David Reese, P.E. continue to serve as WSN's primary Civil Engineering representative to the City, and Mark Hallan, P.E. will serve as back-up if a scheduling conflict arises. The City of Crosslake has access to our entire staff of funding specialists, mechanical, electrical, architectural, environmental, surveying, and civil Engineering personnel. In addition, our team includes specialists in Landscape Architecture and Watershed Resources Engineering to address virtually any issue the City may face requiring technical resources for solutions to municipal needs. Thank you for your consideration, and we look forward to our continued partnership with the City of Crosslake.

Sincerely,

WIDSETH SMITH NOLTING

David S. Reese, P.E.
Vice President

Mark V. Hallan, P.E.
Vice President

WIDSETH SMITH NOLTING

2014 FEE SCHEDULE

CLASSIFICATION	HOURLY RATE
Engineer/Architect/Surveyor/Scientist/Wetland Specialist/Geographer	
Level I	$86.00
Level II	$101.00
Level III	$123.00
Level IV	$135.00
Level V	$149.00
Technician	
Level I	$54.00
Level II	$67.00
Level III	$83.00
Level IV	$96.00
Level V	$102.00
Computer Systems Specialist	$115.00
Senior Funding Specialist	$92.00
Marketing Specialist	$90.00
Funding Specialist	$75.00
Administrative Assistant	$50.00

OTHER EXPENSES	RATE
Mileage (Federal Standard Rate) *subject to change*	$0.56/mile
Meals/Lodging	Cost
Stakes & Expendable Materials	Cost
Waste Water Sampler	$40.00/Day
ISCO Flow Recorder	$60.00/Day
Photoionization Detection Meter	$80.00/Day
Explosimeter	$50.00/Day
Product Recovery Equipment	$35.00/Day
Survey-Grade GPS (Global Positioning System)	$75.00/Hour
Mapping GPS (Global Positioning System)	$150.00/Day
Soil Drilling Rig	$35.00/Hour
Groundwater Sampling Equipment	$75.00/Day
Subcontractors	Cost Plus 10%

All Accounts due and payable within 30 days of billing. A finance charge is computed on a periodic rate of 1% per month which is an annual percentage rate of 12% on any previous balance not paid within 30 days.

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

JOHNSON, KILLEN & SEILER

ATTORNEYS

Steven J. Seiler *
John N. Nys *
Steven C. Fecker
Robert J. Zallar
Robert C. Pearson *
James A. Wade * ‡
Joseph J. Roby, Jr. * ‡ ◊
Nicholas Ostapenko *
Richard J. Leighton * ▲
Joseph V. Ferguson *
Alok Vidyarthi
Paul W. Wojciak *
Roy J. Christensen *
Jessica L. Durbin
Diana Bouschor Dodge *
Michele L. Miller
Peter J. Raukar

Joseph B. Johnson
(1919-2000)

John J. Killen
(1927-2013)

Thomas A. Clure
(1938-2010)

* Also Member of Wisconsin Bar
▲ Also Member of North Dakota Bar
‡ Civil Trial Specialist Certified by the Minnesota State Bar Association and the National Board of Trial Advocacy
◊ Labor & Employment Law Specialist Certified by the Minnesota State Bar Association

WRITER'S E-MAIL ADDRESS:
sfecker@duluthlaw.com

August 1, 2013

Honorable Mayor and City Council
Attn: Michael Lyonais
Finance Director/Treasurer
City of Crosslake
37028 County Road 66
Crosslake, MN 56442

Via Email & U.S. Mail

Re: 2014 Labor Relations Proposal

Dear Mayor, Councilors and Mr. Lyonais:

Please consider this letter as my proposal to conduct labor relations services for the City of Crosslake for 2014.

I would propose to conduct labor negotiations for the City at the rate of $205 per hour, and other labor and employment matters at the rate of $215 per hour. Bills would be submitted monthly and would contain an itemization of labor relations services rendered and the hours of service per month. Mileage would be billed at the City's then-current rate. I do not bill for meals or other travel-related expenses (except where an overnight stay is required), nor for clerical assistance or long-distance telephone calls.

Thank you kindly for your consideration. I look forward to working with the Council and staff in 2014.

Very truly yours,

Steven C. Fecker

SCF/tmr

800 Wells Fargo Center
230 West Superior Street
Duluth, MN 55802

Ph: 218.722.6331
W: duluthlaw.com
E: info@duluthlaw.com

CROSSLAKE COMMUNICATIONS
HIGHLIGHTS FOR DECEMBER 2013

1. **Minutes** of December 31, 2013 Crosslake Communications Advisory Board are included.
2. The **Financial Statements** for November, 2013 will be available after the audit.
3. The list of **November 2013 checks/disbursements** will be available after the audit.
4. The **Customer Counts Report** has been included in the packet.
5. We have launched the new **weather programming for Channel 12** and are making changes to the weather maps and the length of the ads.
6. **Bloomberg TV went dark on December 14th** due to not being able to reach an agreement with them. We did not receive any calls when we took the channel off.
7. We added **NBCSports on our HD** channel lineup (Channel 525) on December 19th.
8. Our new switch now allows for **retrieval of voice mail via the Internet**.
9. After five years, the **FCC is closer to resolving the Rural Call Completion** issue.

CROSSLAKE COMMUNICATIONS

Regular Meeting, December 31, 2013

The Regular Meeting of the Crosslake Communications Advisory Board was called to order by Chair John Moengen at 8:00 am. Members present: John Moengen, Mike Myogeto, Mike Winkels, Ann Schrupp, Jim Talbott and Alternates Steve Kohlmann and Dennis Leaser. Members absent: Gordon Siemers. Also present were General Manager Paul Hoge, Office Manager Debby Floerchinger, Accountant Cyndi Perkins, Operations Manager Jared Johnson, Network Engineer Paul Davis, Helen Fraser and Patty Norgaard.

Actions Taken:

The Minutes of the November 26, 2013 meeting were reviewed. Ann Schrupp moved to approve the November 26, 2013 meeting a presented. Second by Dennis Leaser. All in favor, motion carried.

The November 2013 Financial Statements and November 2013 Check Disbursements were not available due to the pre-audit. Paul reported that the 2014 Budget was presented at the last council meeting and it was approved. Both the financial statements and check disbursements will be available at the next meeting.

COMMUNICATIONS

1) Channel 12 Weather programming. Paul reported that we now have the new program working for the weather on Channel 12. Steve Kohlmann relayed feedback that he had received from his friends such as not enough local weather, too much national weather maps, some of the ads were displayed too long. Paul said that when Paul Davis has time to teach Lydia how to make the changes, they will get the local ads playing more often, the public service announcements shortened and get the maps more organized. The Board was thanked for the input.
2) Bloomberg TV. Paul reported that we took Bloomberg TV off the air on December 6th. We did not receive any calls.
3) NBC Sports HD. Paul reported that we now have NBC Sports on HD channel 525 effective December 19th.
4) Voice Mail Retrieval via Internet. Paul reported that our new switch now allows for retrieval of voice mail via the Internet. After discussion yesterday with our employees, the staff felt we should not charge for this service. We consider it an add-on to our voice mail service. We will add a link on our webpage to apac.crosslake.net.
5) Commission Member Openings. Paul reported that we have two board members who were completing terms. Ann Schrupp agreed to continue on the Board and will serve her first term. Paul will contact Gordon Siemers to see if he would also like to continue. .
6) Rural Call Completion. Paul reported that it has been almost 5 years since the start of the call completion issues. He reported that the FCC has published a Report and Order

and FNPRM on rural call completion and feels hopeful that this will put an end to the issue. There was considerable discussion on this issue.

7) High Speed Internet. Paul reported that the 5 Meg speed was approved by the City Council. Paul Davis will tweak the system to a download speed of 5 meg and upload speed of 1 meg and the customers will receive the increased speed prior to the rate increase.

OTHER BUSINESS

1) AT&T Wireless Telephone. Ann asked about an ad from AT&T about a wireless home phone. Paul explained that the customers still need Internet for the service and this is a great example of the call completion issues.

The next Regular Meeting is scheduled for January 28, 2014 at 8:00 am at Crosslake Communications.

Dennis Leaser moved to adjourn the meeting at 9:50 am. Second by Jim Talbott. All in favor, motion carried.

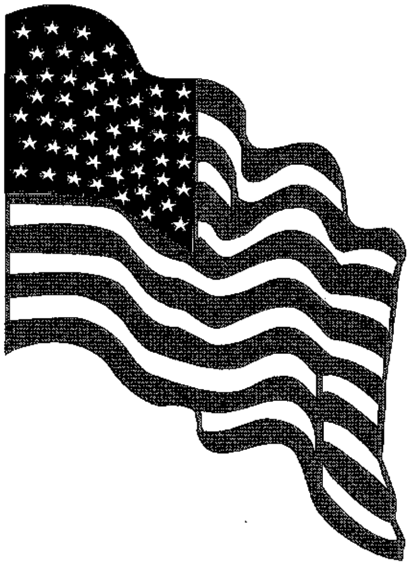
Cc: Mike Myogeto
Ann Schrupp
Gordeon Siemers
Jim Talbott
Dennis Leaser
Steve Kohlmann
Mayor Darrell Schneider
John Moengen
Steve Roe
Mark Wessels
Gary Heacox
Attorney Breen

Debby Floerchinger

Debby Floerchinger

CROSSLAKE COMMUNICATIONS
CUSTOMER COUNTS

	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13
Telephone Service													
Telephone Lines	1844	1839	1837	1831	1823	1818	1806	1792	1786	1775	1748	1747	1730
Telephone Vacation Disconnected	210	222	219	163	31	20	22	20	20	37	133	155	167
Percentage of Telephone Customers Disconnected	11%	12%	12%	9%	2%	1%	1%	1%	1%	2%	8%	9%	10%
Extended Calling/Pequot	360	355	353	351	352	347	345	343	342	341	333	332	324
Expanded Calling/CTC,Emily	46	46	46	46	46	46	46	46	46	45	45	45	45
Cable TV Service													
Basic	224	224	227	227	227	232	237	233	230	232	240	246	248
Expanded Basic	1457	1454	1448	1448	1447	1459	1453	1447	1432	1422	1407	1399	1397
Digital TV	249	249	250	254	256	259	257	257	257	261	260	263	260
Total Crosslake Customers	1930	1927	1925	1929	1930	1950	1947	1937	1919	1915	1907	1908	1905
Total Cable Customers													
Cable Vacation Disconnected	728	786	787	669	291	58	24	17	21	171	565	670	730
Percentage of Cable Customers Disconnected	27%	29%	29%	26%	13%	3%	1%	1%	1%	8%	23%	26%	28%
Premium Channels													
HBO Pkg	72	74	68	67	69	67	69	70	69	66	64	63	62
Cinemax	43	42	42	41	43	42	42	41	41	38	36	35	37
Showtime Pkg	33	42	30	31	33	31	33	34	34	31	29	29	31
Starz/Encore Pkg	50	50	49	49	49	47	47	48	46	46	44	44	44
HD TV	229	235	234	241	243	254	266	276	276	278	279	278	280
DVR and 2nd HD boxes	112	113	116	119	121	124	189	194	196	198	193	195	194
1st Box No Charge							220	218	214	215	214	215	213
Internet Service													
Dial Up Internet	34	34	34	33	32	31	29	28	27	24	21	22	21
High Speed Internet	1242	1248	1259	1268	1257	1281	1290	1291	1298	1300	1303	1309	1319
Mail Box Only	224	223	224	223	201	197	199	197	199	197	190	197	205
Cable Modems	72	72	71	71	74	75	74	76	75	73	71	71	71
High Speed Vacation Disconnected	259	292	304	253	118	29	7	7	11	63	215	242	281
Percentage of High Speed Customers Disconnected	17%	18%	19%	16%	8%	2%	1%	1%	1%	4%	14%	15%	[illegible]

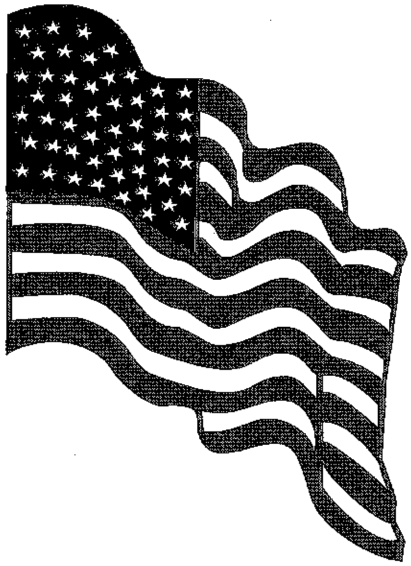


CROSSLAKE POLICE DEPARTMENT

MONTHLY REPORT
December
2013

Crosslake Police Department
Monthly Report
December 2013

Agency Assist - Crow Wing County	8
Agency Assist - Pequot Lakes	1
Agency Assist - Other	1
Alarm	24
Animal Complaint	1
ATV	1
Civil Problem	2
Damage To Property	1
Disturbance	1
Driving Complaint	2
Ems	26
Gun Permits	3
Hazard In Road	2
Housewatch	8
Information	5
Motorist Assist	7
Open Door	1
Other	1
Parking Complaint	2
Personal In Accident	1
Property Damage Acc	9
Public Assist	3
Suicidal Person	1
Suspicious Activity	1
Theft	2
Traffic Arrest	2
Traffic Citations	1
Traffic Warnings	26
Walk Through	1
Welfare Check	2
Total	**146**



CROSSLAKE POLICE DEPARTMENT

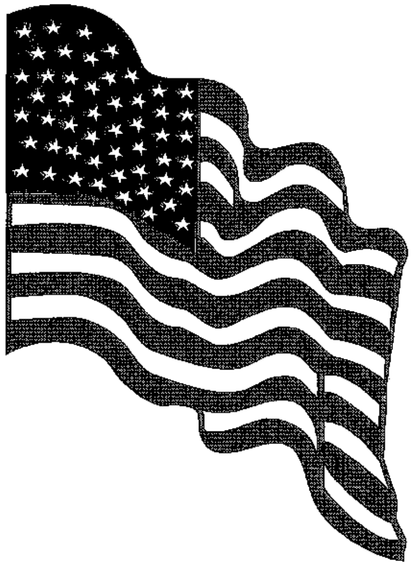
MISSION MONTHLY REPORT

December

2013

Crosslake Police Department
Mission Monthly Report
December 2014

Agency Assist - Crow Wing County	3
Agency Assist - Breezy Point	1
Alarm	2
Disturbance	1
Fire	1
Housewatch	1
Motorist Assist	3
Other	1
Recovered Property	1
Traffic Citations	1
Traffic Warnings	11
Total	**26**



CROSSLAKE POLICE DEPARTMENT

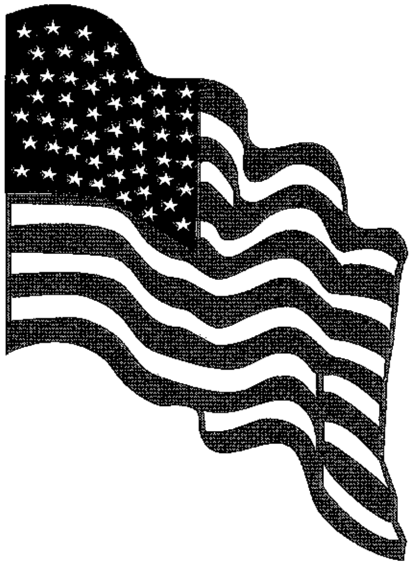
ANNUAL REPORT 2013

Crosslake Police Department
Annual Report
2013

911 Hangup	7
Agency Assist - Crow Wing County	109
Agency Assist - Breezy Point	53
Agency Assist - Pequot Lakes	6
Agency Assist - Nisswa	1
Agency Assist - Other	19
Alarm	227
Animal Bite	4
Animal Complaint	33
Assault	2
Attempt To Locate	3
ATV	3
Burglary	10
Burning Complaint	5
City Delivery	1
Civil Problem	22
Civil Service Atmpt	1
Compliance Check	9
Criminal Sexual Cond	1
Damage To Property	17
Dangerous Dog	2
Death	2
Disturbance	23
Domestic	6
Driving Complaint	36
Drug Information	2
Ems	278
Extra Patrol	10
Fight	2
Fire	15
Fireworks	7
Found Property	13
Fraud	3

Garbage Dumping	1
Gas Leak	9
Gun Permits	35
Harass Comm	11
Hazard In Road	34
Housewatch	22
Indecent Conduct	1
Information	68
Intoxicated Person	10
Licensing	4
Liquor Violation	2
Lost Property	3
Missing Persons	4
Motorist Assist	17
Noise Complaint	13
Nuisance	1
Obscene Comunication	2
OFP Violation	4
Open Door	5
Other	8
Parking Complaint	12
Party Complaint	2
Personal Injury Accidents	10
Probation Violation	1
Property Damage Accidents	44
Public Assist	30
Shooting Complaint	9
Snowmobile	2
Stolen Recovered	1
Suicidal Person	2
Suspicious Activity	24
Suspicious Person	14
Suspicious Vehicle	17
Theft	41
Threats	7

Traffic Arrest - Alcohol (DWI)	14
Traffic Arrest - Drugs	2
Traffic Arrest - Other	2
Traffic Citations	62
Traffic Warnings	566
Trespass	4
Vulnerable Adult	1
Walk Through	3
Warrant Oth Cnty	3
Warrant Service	1
Warrant Service Atmpt	1
Welfare Check	23
Total	**2084**



CROSSLAKE POLICE DEPARTMENT

MISSION ANNUAL REPORT 2013

Crosslake Police Department
Mission Annual Report
2013

911 Hangup	2
Agency Assist - Crow Wing County	25
Agency Assist - Breezy Point	5
Alarm	10
Animal Complaint	5
Attempt To Locate	1
Civil Problem	1
Disturbance	3
Driving Complaint	10
Ems	5
Extra Patrol	1
Fire	3
Gas Leak	1
Harass Comm	1
Hazard In Road	1
Housewatch	9
Information	1
Intoxicated Person	1
Missing Persons	2
Motorist Assist	6
Noise Complaint	2
Other	1
Property Damage Acc	2
Prowler	1
Public Assist	2
Recovered Property	1
Suspicious Activity	5
Suspicious Person	3
Suspicious Vehicle	8
Theft	3

Traffic Arrest - Alcohol	1
Traffic Arrest - Other	2
Traffic Citations	53
Traffic Warnings	238
Trespass	1
Welfare Check	1
Total	**417**

Crow Wing County Sheriff's Office

Sheriff Todd O. Dahl

Community Update

January 1, 2014

Subject: **First Quarter Update**

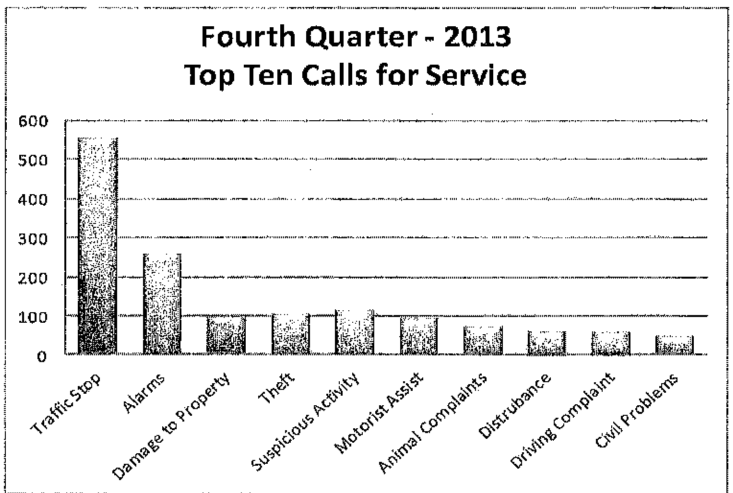
Sheriff's Message:

Finally winter is here and we're finding ourselves hunkering down as the temperatures drop from above zero to -25 degrees on a weekly basis. Like most of us, this isn't the most pleasant thing to endure and often times, as we get older, find ourselves wondering why we live in such a place.

Our primary article is designed to help keep you safe as you travel this winter. We hope you will find the tips useful and pass them on to others who you believe will benefit.

As we all push through the extreme cold, remember that we'll get through this and temperatures will rise slowly in the upcoming months. As hard as it is to envision the future, we live in a wonderful place that is filled with a great abundance of things to keep us busy. Whether it's ice fishing, snowshoeing, snowmobiling or just going for a walk, we are very fortunate to live in Crow Wing County not only for the change of seasons, but for the people that make it special.

Thanks, and as always, stay safe.



Other services provided by the Sheriff's Office

Warrant Arrests	238
Emergency Medical Calls	266
Fire	39
Gun Permits issued (purchase & carry)	375
Transports	131
Alarm Registrations	97

10 Simple Steps to Stay Safe

With winter in full swing, driving can be a challenge . However, if you remember these 10 simple steps in effort -

1) **Plan your route.** Know where you're going ahead of time. Tune into local media to keep well informed about weather, road conditions or traffic activity. Allow for frequent rest stops every few hours in an effort to keep you mind sharp and avoid becoming sleepy while behind the wheel.

2) **Maintain your vehicle.** Although often overlooked, it is vital that you maintain your engine as well as mirrors, windows, tire pressure, headlights and taillights.

3) **Keep your attention on your driving.** Your main focus should always be on your driving. Too often we see people focusing on cell phones either texting or simply talking. Multi-tasking of this type isn't meant to be done while driving.

4) **Scan for trouble.** It is important that you are continually scanning the roadway for hazards. Keep your eyes moving from one side to another. Know what is happening ahead of you and watch for taillights. Knowing what is on either side of you as well as keeping an eye out in your rear view mirror for traffic behind you.

5) **Share your space.** We share the road with other drivers of various ages and skill levels. We share the space with pedestrians and vehicles of various sizes. Being courteous on our roadways is also an important way to prevent crashes.

6) **Keep your distance.** Give yourself some room to maneuver as it is very possible you may need that space if something should happen. Reaction time is important when it comes to avoidance.

7) **Watch your speed.** Higher speeds magnify your errors and provide less time to react. The higher speeds the less time you give yourself.

8) **Signal your intentions.** Be predictable and advise other drivers what you wish to do next.

9) **Turn on your headlights.** Remembering to turn on your headlights during inclement weather helps not only the driver but helps others to see you. This is a state law and remember the saying, "If you need to use your windshield wipers, your lights should be on."

10) **Wear your seat belt.** These are a persons best defense in a crash. We have seen great strides in our area regarding this, however, we still see this violation from time to time. Let's work together at making Crow Wing County 100 percent seat belt compliance.

With courage, honor and integrity, we protect the rights and dignity of all citizens.
In partnership with our communities, we strive to preserve the peace and are dedicated to excellence in the delivery of public safety services.

Crosslake Fire Department

Date: December 2013

Calls

Description of Incident	Calls	YTD	Dec 2012
3 - Rescue & Emergency Medical Services			
311 - Medical Assist - Assist EMS Crew	22	22	*12*
300 - Rescue, EMS Incident			
322 - Motor Vehicle Accident with Injuries	1	1	*1*
324 - Motor Vehicle Accident with No Injuries			*1*
340 - Search for Lost Person			*1*
342 - Search for Lost Person in Water			
362 - Ice Rescue			
326 - Snowmobile Accident With Injuries			
Total Medical:	23	23	*15*
1 - Fire			
111 - Building Fire			
111 - Building Fire (Mutual Aid)	1	1	
114 - Chimney Fire			
143 - Grass Fire/Wildland Fire			
131 - Automobile Fire			
Total Fire:	1	1	*0*
4 - Hazardous Condition (No Fire)			
412 - Gas Leak (Natural Gas or LPG)			
424 - Carbon Monoxide Alarm			
444 - Power Line Down/Trees on Road			
Total Hazardous Condition:	0	0	*0*
6 - Good Intent Call			
611 - Dispatched and Cancelled en route	1	1	*1*
609 - Smoke scare, Odor of smoke			
Total Good Intent:	1	1	*1*
7 - False Alarm & False Call			
743 - Smoke Detector Activation - No Fire	1	1	*1*
733 - Smoke Detector Activation due to Malfunction			
746 - Carbon Monoxide Detector Activation - No CO	1	1	
731 - Sprinkler Activation due to Malfunction			
Total False Alarms:	2	2	*1*
Total Incidents:	27	27	*17*

NORTH AMBULANCE
CROSSLAKE

DECEMBER 2013 RUN REPORT

TOTAL CALLOUTS:	**59**
NIGHT: 19	DAY: 40
No Loads:	06
Cancels:	06
Fire Standbys:	00
Police Standbys:	00
Transported Patients:	47
CROSSLAKE:	29 (5 No Loads, 2 Cancel)
BREEZY POINT:	06
IDEAL:	00
MISSION:	00
FIFTY LAKES:	03
MANHATTAN BEACH:	02
CENTER:	00
TIMOTHY:	00

MUTUAL AID TO:

PINE RIVER:	07 (2 Cancel)
BRAINERD:	09 (1 No Loads, 2 Cancel)
BLS TRANSFERS:	00
ALS TRANSFERS:	03

ALS INTERCEPTS (ADVANCED LIFE SUPPORT):

BRAINERD:	00
PINE RIVER:	00
AIRCARE:	00

Supplemental Report Form

Facility Name: CROSSLAKE-WWTP **Permit Number:** MN 0064882

Month: NOVEMBER **Year:** 2013

* Values reported as BDL and 0 should be reported as "<" the lab reportable limit.

DATE	DAY OF WEEK	PRECIPITATION (INCHES)	INFLUENT FLOW (MGD)	EFFLUENT FLOW (MGD)	INFLUENT CBOD5 (mg/L)	EFFLUENT CBOD5 (mg/L)	PERCENT REMOVAL (CBOD5)	EFFLUENT CBOD5 (kg/day)	INFLUENT TSS (mg/L)	EFFLUENT TSS (mg/L)	PERCENT REMOVAL TSS (%)	EFFLUENT TSS (kg/day)	INFLUENT pH	EFFLUENT pH	INFLUENT PHOSPHORUS (mg/L)	EFFLUENT PHOSPHORUS (mg/L)	EFFLUENT PHOSPHORUS (kg/day)	EFFLUENT AMMONIA (mg/L)	EFFLUENT D.O. (mg/L)	FECAL COLIFORM (number/100 ml)	EFFLUENT CHLORINE RESIDUAL (mg/L)
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
1	FRI		0.022	0.017									7.5	6.6					1.57		
2	SAT		0.025	0.021									7.5	6.4					1.58		
3	SUN		0.029	0.024									7.5	6.4					1.58		
4	MON	0.03	0.029	0.025									7.5	6.4					1.55		
5	TUE	0.17	0.025	0.018									7.5	6.4					1.56		
6	WED		0.025	0.021	360	2.1	99.4166667	0.166698	238	4	98.3193277	0.31752	7.5	6.3	6.96	0.076	0.00603288		1.65		
7	THUR		0.026	0.021									7.4	6.3					1.61		
8	FRI	0.1	0.025	0.017									7.6	6.3					1.47		
9	SAT		0.033	0.027									7.6	6.3					1.34		
10	SUN		0.032	0.027									7.6	6.3					1.27		
11	MON		0.025	0.023									7.6	6.5					1.42		
12	TUE		0.024	0.021									7.6	6.5					1.66		
13	WED		0.025	0.019	320	2	99.375	0.15876	149	4	97.3154362	0.31752	7.6	6.4	6.27	0.061	0.00484218		1.67		
14	THUR	0.01	0.022	0.017									7.6	6.3					1.71		
15	FRI		0.024	0.019									7.6	6.2					1.71		
16	SAT	0.06	0.027	0.021									7.5	6.1					1.81		
17	SUN		0.03	0.025									7.5	6.2					1.74		
18	MON		0.027	0.023									7.6	6.2					1.67		
19	TUE		0.025	0.027									7.7	6.2					1.74		
20	WED		0.025	0.031	260	2	99.2307692	0.15876	181	4	97.7900552	0.31752	7.6	6.1	6.05	0.05	0.003969		1.67		
21	THUR	0.06	0.022	0.018									7.6	6.1					1.74		
22	FRI		0.023	0.019									7.6	6.3					1.85		
23	SAT		0.023	0.017									7.5	6.3					1.91		
24	SUN	0.03	0.029	0.024									7.6	6.1					1.94		
25	MON		0.026	0.022									7.6	6.1					1.79		
26	TUE		0.025	0.045									7.7	6.3					1.63		
27	WED	0.07	0.025	0.029	250	2.3	99.08	0.182574	217	4	98.156682	0.31752	7.7	6.3	5.98	0.045	0.0035721		1.68		
28	THUR		0.023	0.021									7.6	6.2					1.71		
29	FRI		0.019	0.018									7.6	6.5					1.85		
30	SAT		0.026	0.025									7.5	6.3					1.67		
28	SUN																				
29	MON																				
30	TUE																				
Total		0.530	0.690	0.620	1190.000	8.400		0.667	785.000	16.000		1.270			25.260	0.232	0.018	0.000			0.000

This form should be submitted with your Discharge Monitoring Report (DMR) forms.

ECONOMIC DEVELOPMENT AUTHORITY
MEETING MINUTES
Wednesday, December 4th 2013
8:30 A.M. City Hall

1. The regular monthly meeting of the Crosslake EDA was called to order at 8:30 A. M. by Patty Norgaard with the following members present: Patty Norgaard, Dennis Leaser, Steve Roe, Al Ploeger and new alternate member, Bill Forsythe. Mark Wessels, EDA member was absent. Also in attendance were Finance Director/Treasurer Mike Lyonais, Mayor Darrell Schneider General Manager Paul Hoge, and Sheila Haverkamp, BLAEDC Director.

2. A MOTION WAS BY AL PLOEGER, SECONDED BY STEVE ROE TO APPROVE THE MINUTES OF THE OCTOBER 2, 2013 MINUTES. AYES: ALL

3. Mike Lyonais reported on EDA financial picture. All loans are current as of this date. The RLF carries $337,515.49 balance, loans receivable $88,035 for total assets of $422,364.39.

4. Jennifer Bergman from CWHRA was unable to attend. She will be scheduled for later in the year. Sheila Haverkamp gave an update on BLAEDC activities. A lengthy discussion was held on the types of businesses that would be attracted to the area and what their needs might be. Discussion will continue through the year.

   The January program will be a review of the Revolving Loan Fund.

5. Patty reported on Light up the Dam project for December 2013. An unexpected generous grant up to $5000 from the Crosslake-Ideal Lions led to the beginning of this project. The project was quickly organized with the help of local organizations. Decorations and supplies were ordered from ACE hardware. Volunteers will be needed to help decorate December 12 and 13.

6. Old Business: Patty handed out a revised edition of the 2014 Budget request. The EDA funds will be broken into two categories; General Economic activities and Special Economic Service Projects.

7. The annual Economic Development Report will be completed in February and posted on the city website.

8. There being no further business at 10:00 A.M., PATTY NORGAARD ADJOURNED THE MEETING.

Respectfully Submitted

Patty Norgaard
Acting Secretary

Crosslake

STATED MINUTES

City of Crosslake
Planning and Zoning Commission/Board of Adjustment

November 22, 2013
9:00 A.M.

Crosslake City Hall
37028 County Road 66
Crosslake, MN 56442

1. Present: Aaron Herzog, Chair; Joel Knippel; Dave Nevin; Scott Johnson; Mark Lafon Brad Person, Attorney

2. Absent: None

3. Staff: Chris Pence, Crow Wing County Land Service Supervisor, Susan Maske, Planning Assistant

4. Minutes – Motion by Nevin; supported by Knippel to approve the minutes from the October 25, 2013 meeting. All members voting "Aye", motion carried.

1. Public Forum – There were no comments.

2. Old Business

   6.1 None

3. New Business

   7.1

8. <u>Adjournment</u>

Public Forum

No comments

JOHN & SUSAN DERUS
ROAD VACATION

Pence read the request into the record. Attorney Brad Person went over the road vacation stating the reason for the road vacation is for the Derus's to acquire back some of the property that was lost when the encroachment of neighboring structures was resolved. Mr. Person also stated that verification of any public utilities would be required before any vacation could be approved. Nevin stated that matching the radius on the other side of Summit Ave would make sense. He also stated that all the road radiuses in the area are similar except for this area. Herzog stated it appears to be a public works issue more than a Planning and Zoning issue.

November 22, 2013 Action:

Motion by Nevin; supported by Lafon to recommend approval of the road vacation to the Crosslake City Council.

All members voting "Aye", Motion carried.

CITY OF CROSSLAKE
DRAFT ORDINANCE REVIEW

Consultant John Sumption went over the outline of the Excerpts from the League of Minnesota Cities Zoning Guide and the cleaned up draft of the proposed Code of Ordinance for the City of Crosslake.

Part 1 - Administration - John Sumption went through the proposed changes in Articles 1 thru 8. Dave Nevin asked if the DNR changed the shoreline to Sensitive Shoreline will the property owner be able to continue to use the property as is. Chris Pence stated the Sensitive Shoreline regulations would only apply to newly created lots. Brad Person stated that the proposed ordinance does not address when a change in commercial use would constitute a change in the landscaping, parking and other commercial standards. He stated this needs to be addressed in the ordinance revisions.

Part II - Land Use Tables - John Sumption stated that the Land Use Districts would go from 16 to 7 classifications with the proposed ordinance revisions. Brad Person asked if this would require an amendment to the City Land Use Map and the City Comprehensive Plan. John Sumption stated that it would and that County Water Protection Specialist, Mitch Brinks has requested the Minnesota Department of Natural Resources to verify the lake classification for all lakes in the City of Crosslake. Mr. Sumption also stated that if no Natural Environment-Sensitive Shoreline lakes or Cold Water rivers were found in the City of Crosslake then all language pertaining to NE-SS lakes or Cold Water Rivers would be removed from the proposed ordinance.
Mr. Sumption stated that the city may want to consider different lot size requirements for property that is connected to a municipal sewer system. Mr. Person stated that the current language pertaining to setbacks for parking lots and driveways should be added to the proposed ordinance revisions. Mark Lafon asked if there could be provisions added to the proposed ordinance that would address a large number of travel trailers allowed on a piece of property for less than 14 days. Aaron Herzog stated he liked the two year permitted use that allows a camper trailer to be placed on the property.

Chris Pence went through Article 19 - Shoreland Vegetation Buffer Standards and Article 20 - Stormwater Management Standards and the Shoreland Rapid Assessment worksheet. Brad Person asked what would trigger a permit for clearing of property outside of the Shoreland District.

John Sumption informed the board that the Initiative Foundation has agreed to give the City of Crosslake a $5,000.00 grant to help with the cost of updating their ordinance.

Chairman, Aaron Herzog thanked John Sumption for his insight and work on the draft ordinance.

Motion by Lafon; supported by Nevin to adjourn at 12:00 p.m.

All members voting "Aye, Motion carried.

Respectfully yours,

Susan Maske

Susan Maske
Crow Wing County Planning Assistant

Crow Wing County Water Plan News

Volume 5, Issue 1 **Winter Edition** January 8, 2014

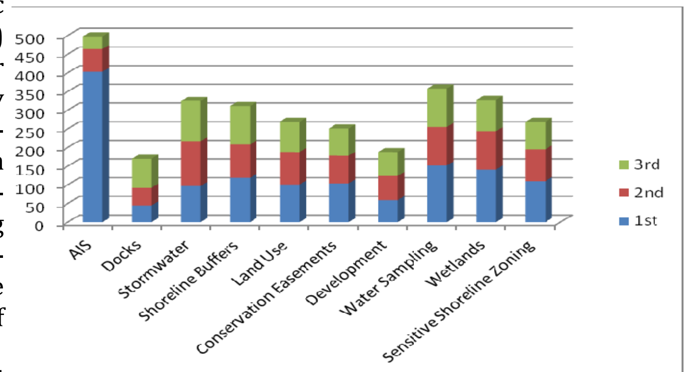
To Protect, Preserve, & Improve Water Resources in Crow Wing County

In this issue:

Water Plan Implementation Focus: Aquatic Invasive Species

by Mitch Brinks

When Crow Wing County was identifying the priorities for the 2013-2023 Water Plan, a survey was sent to all riparian landowner in the County as well as to various stakeholder groups and to the general public (via a press release and participation at the County Fair). The results of that survey (below right) indicated that Aquatic Invasive Species (AIS) was the top surface water priority. The survey confirmed the ever-increasing requests from citizens and lake associations for Crow Wing County to become an active participant in the fight against the spread of AIS.



The County's stated goal with respect to AIS from the 2013-2023 Water Plan is: *To provide leadership in the fight against Aquatic Invasive Species by developing proactive solutions aimed at educating and empowering local citizens.* Under this goal are three primary objectives:

1. *Lake Association Coordination*
2. *Watercraft Inspection*
3. *Lake Improvement District (LID) Management*

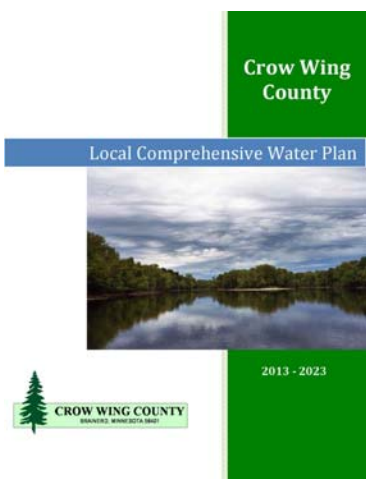
Currently the focus of the County's AIS efforts is to prevent the spread of AIS by using proactive communication, education, and coordination with the DNR, local partners, and the general public.

2013 marked the 3rd year that Crow Wing County participated with the DNR and local lake associations and lake improvement districts (LIDs) to provide Level I AIS watercraft inspectors at public boat accesses. 2013 was the first year that the program was offered county-wide. The program relied on employees provided by the Employment Resource Center, Inc. (ERC). These temporary employees were trained by the DNR to be certified as Level I inspectors (who have the ability to deny access if AIS is found on the watercraft) and were scheduled and supervised by AIS program coordinator, Mike Smith, who was hired for the summer by the Crow Wing County Land Services Department. Mike worked with the ERC to supply inspectors to the participating lake associations / LIDs according to their needs and the inspectors' availability. ERC billed the lake associations directly for the inspection hours that they staffed. Crow Wing County assumed the following up-front costs: inspectors' wages to attend DNR training, vests, mirrors, ad placement / promotion, and payroll / mileage for Mike Smith. 70% of these administrative costs of the program were covered by a DNR grant and 30% were paid for by the participating lake associations / LIDs.

In 2013, 10 lake associations participated with inspectors conducting inspections at 17 lakes:

- *Whitefish Area Property Owners Association (WAPOA)*
  - *-Upper Whitefish*
  - *-Big Trout*
  - *-Cross*
  - *-Clamshell / Bertha*
  - *-Lower Hay*
- *Bay Lake Improvement Association*
- *Lake Hubert Conservation Association*
- *Kimble Lake Homeowners Association*

...continued on page 2



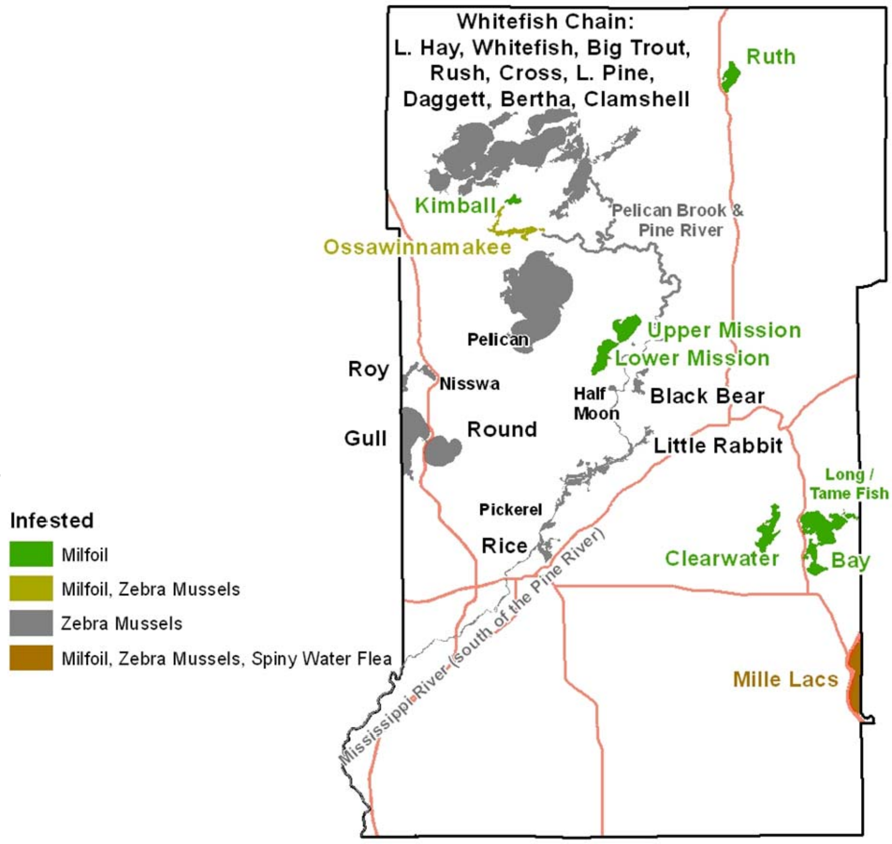
The New 2013—2023 Crow Wing Water Plan is available to view online at:

www.crowwing.us/index.aspx?nid=241

Water Plan Implementation Focus: Aquatic Invasive Species

- ◊ *Lower South Long Lake Improvement Association*
- ◊ *Upper South Long Lake Improvement Association*
- ◊ *50 Lakes Property Owners Association*
  - *-East/West Fox Lake*
  - *-Mitchell Lake*
  - *-Kego Lake*
  - *-Eagle Lake*
- ◊ *North Long Lake Association*
- ◊ *Horseshoe Lake Property Owners Association*
- ◊ *Bass Lake Association (south of CR 109)*

Crow Wing County's AIS Infested Waters (by type):



All of the inspectors in the County program collected data from each boater entering or exiting the public water body. The data collected included the license plate of the vehicle (including state), type of watercraft, status of the drain plug, number of days the watercraft was in/out of the water, whether any plants, mussels, or water was found, the name of the previous lake the boater visited, and the name of the next lake the boater planned to visit. The DNR has not released the final data yet, but preliminary data indicate that County inspectors conducted approximately 3500-4000 inspections during the season. The vast majority of boaters entering/exiting were found to be visiting the same lake repeatedly. However, of the boaters not conducting repeat trips, there was a good percentage that were coming or going to larger, AIS-infested waters such as Gull, Mille Lacs, Minnetonka, or the St. Croix and Mississippi Rivers. The number of boaters coming and going from out-of-state waters was low (< 1%) but ranged from neighboring states/provinces all the way to the East Coast of the U.S.

Crow Wing County lakes had a couple of close calls in 2013. Over Memorial Day weekend, a Zebra mussel was found in a livewell of a boat prior to launching into Lake Hubert. Another apparent discovery occurred on Bay Lake with a zebra mussel being found stuck to live plants inside the boat. In previous years, County inspectors also prevented the launch of a boat with Eurasian Watermilfoil into the Whitefish Chain.

In 2014, the Crow Wing County Land Services Department plans to again offer the AIS inspection program to lake associations / LIDs. The County's 2014 program will again offer Level I inspectors similar to last year and will follow the Delegation Agreement signed by Crow Wing County and the DNR in early 2013 that enables Crow Wing County to conduct the program (the agreement is still in effect until the end of 2014). However, in order to keep the program tax levy neutral, Crow Wing County is again working with Brainerd's ERC to provide the inspectors as needed by the lake associations / LIDs and has also established the following cost structure that employs a tier system which sets an administrative cost based on the number of inspection hours, trained inspectors needed at a given time, and length of inspection season desired.

Tier 3 = Greater than 500 hours, two or more inspectors per association, Duration: entire season
Cost = $1250 (does not include hourly cost of inspectors from ERC)

Tier 2 = 250 – 500 hours, one to two inspectors per association, Duration: May to Labor Day only
Cost = $500 (does not include hourly cost of inspectors from ERC)

Tier 1 = Less than 250 hours, only one inspector per association, Duration: May to Labor Day only
Cost = $250 (does not include hourly cost of inspectors from ERC)

For more information (including the DNR's 2013 inspection data if/when available), check out CWC's new AIS webpage: http://www.crowwing.us/index.aspx?NID=1004

Crow Wing County News

City of Crosslake Seeks Public Comment on Land Use Ordinance Revisions

The Crosslake City Council, at their meeting on December 9, 2013, authorized the Planning and Zoning Department to begin the public comment period regarding proposed revisions to the City Land Use Ordinance, effective December 16, 2013. The information regarding revisions to the ordinance will be available at the Crosslake Website at www.cityofcrosslake.org The Planning and Zoning Department will be accepting comments on the proposed revisions until January 31, 2014. Please submit comments to environmental.services@crowwing.us or mail them to 322 Laurel Street, Suite 14, Brainerd, MN 56401. Written comments can also be dropped off at the Crosslake City Hall located at 37028 County Road 66 Crosslake, MN 56442. Paper copies of the revised ordinance and zoning map will also be available at the Crosslake City Hall for review. Questions can be directed to 218-692-2689. The following is a timeline of the ordinance review process:

December 16, 2013: Begin public comment period
January 6 & 13, 2014 – Public Open House sessions at 6:00 PM at City Hall
January 31, 2014: Close public comment period (47 day Comment Period)
February 28, 2013: P&Z Commission Meeting and Public Hearing
March 10, 2013: City Council Meetings

The following is a summary of the ordinance revision:

Format: The ordinance is going to keep the current numbering format but be rearranged in a more readable and understandable format. For example, the administration part of the ordinance is at the end of the current ordinance. This is going to be moved to beginning of the ordinance. Also, a land use table has been created for all land use districts for ease of use. A table is also included in Article 11 for lot size, setbacks, impervious coverage, etc. The current ordinance is 339 pages long; the proposed ordinance is 159 pages long.

\
Zoning Districts: Zoning districts will be renamed "Land Use Districts". A shoreland zoning district will be created (1000 feet around a lake and 300 feet around a stream/creek). The non-shoreland district will retain the land use district Rural Residential-5. The Commercial districts will be consolidated into four districts: Limited Commercial, Downtown Commercial, Commercial/Light Industrial, and Waterfront Commercial. There are currently 16 zoning districts – this revision will reduce that down to 7. This process also includes revising the current zoning map in accordance with the proposed revisions in the ordinance.

Performance Standards: Performance standards are consolidated in sections rather than being spread throughout the document. The proposed ordinance revision includes standards for stormwater management, dirt moving standards, vegetation removal, impervious surface requirements and use of the shoreline rapid assessment model for shoreline buffers.

Septic Systems: Crow Wing County is in the process of revising its septic system ordinance and Crosslake will need to adopt an ordinance by 2015 that is at least as restrictive as the county ordinance. This is a perfect time to adopt the Crosslake septic ordinance during this current revision.

State Statute: Land use in Crosslake is dictated by Minnesota Statute 462. The current Crosslake Ordinance is not in compliance with many aspects of this statute, particularly regarding use of existing legal nonconforming lots of record, separating existing shoreline lots of record and existing legal nonconforming structures. Definitions: The ordinance has many definitions located throughout the document. This revision will consolidate all those definitions into one location and be used for the entire ordinance. Definitions that are not used in the ordinance will be reviewed and deleted as necessary.

Crow Wing Soil & Water Conservation District to Host 14th Annual Tree Sale on February 7th

Crow Wing Soil and Water Conservation District (SWCD) invites landowners to save money and learn at the 14th annual SWCD Tree Sale Pre-Order Open House on Friday, February 7, 2014 from 9:00 am to 3:00 pm at the Crow Wing SWCD office located in the Crow Wing County Land Services Building, 322 Laurel Street, Suite 13, Brainerd. Residents will save $5.00 off every $50.00 spent on February 7th and enjoy free coffee and refreshments. Residents will learn from area plant experts, explore different County, State, and Federal conservation programs, and grant opportunities. Residents can also reserve conservation tree planting services: SWCD will deliver, dig, and plant trees for $50.00 per hour. Deadline for ordering is March 1st, 2014. SWCD accepts Cash, Check, and credit card payments for orders. All plants, trees, and seeds will be picked up May 1st- May 3rd at the Northland Arboretum in Brainerd. or more information, visit http://www2.co.crow-wing.mn.us/swcd/Tree%20Sale.htm or e-mail tasha.lauer@crowwingswcd.org or call the SWCD at 218-828-6197.

Citizens are encouraged to contact the Environmental Services Office at (218) 824-1125 or environmental.services@crowwing.us to discuss water planning efforts.

Crow Wing County information and resources can be found at: www.crowwing.us

Grants—Available to Landowners

Forestry Grants
An opportunity is available for landowners in Crow Wing County with forested parcels greater than 20 acres in size to receive cost-share funds to write forest stewardship plans and implement forestry practices in order to protect lakes with populations of Tulibee, which is a type of whitefish also known as Cisco. Good forest management can protect these lakes and the quality of the these important fisheries for generations to come. Target lakesheds include: Bertha, Big Trout, Borden, Cedar, Clear, Crooked, Island/Loon, Kenney, Kimball, Long/Tame Fish, Lower Hay, Ossawinnamakee, Pelican, Pig, Portage, Round, Roosevelt, Star, and Whitefish. Cost-share funding is available to cover up to 50% of the cost of forest management practices for each landowner who has a current forest stewardship plan for his or her property. Examples of eligible practices include tree planting, selected harvest, and wildlife openings. For landowners without forest stewardship plans, funds are available to receive a plan at a flat rate of $200. Interested landowners should contact Darren Mayers, District Technician with the Crow Wing Soil and Water Conservation District, at 218-828-6197.

Conservation Easement Grant: Wild Rice Lakes
Crow Wing Soil and Water Conservation District has funds available for private landowners who own land adjacent to Shallow Wild Rice Lakes. Funding is available to enroll private land into voluntary land preservation agreements called conservation easements. Conservation easements protect land from future development while keeping land in private ownership and on the local tax rolls. Landowners can be paid up to 60% of the estimated market value of the tract for enrolling into the program. The SWCD will be taking applications until October 22, 2013. Wild Rice provides great habitat for ducks and birds and also is the Minnesota State Grain. The following Crow Wing County lakes are eligible : Arrowhead, Dahler, Dog, Garden, Goggle, Hole-in-the-Day, Little Pine, Lizzie, Lower Dean, Lows, Mud (18-137), Mud (18-326), Nelson, Rice (Blomberg's), Rice (Clark Lake), Rice (Deerwood), Rice (Hesitation WMA), Rice (Pratt's), Rice Bed, Terry, Twin Island, Unnamed (Lost Rice), and Unnamed (Nokasippi R.). To apply contact Crow Wing SWCD via e-mail: melissa.barrick@crowwingswcd.org or by phone 218-828-6197.

Shoreline Restoration / Stabilization & Stormwater Management
Crow Wing Soil & Water Conservation District (SWCD), in partnership with the Department of Natural Resources, have grants available to help offset the cost of shoreline projects, which can include stormwater management. For more information, please contact Crow Wing SWCD @ 218-828-6197.

Septic System Improvements
Crow Wing County and the Region Five Development Commission have received a grant from the Minnesota Board of Water & Soil Resources to assist with replacement or repair of septic systems for low and very low income landowners in order to improve and protect water quality in Crow Wing County. Applications are available online at: www.regionfive.org/forms. For more information or to have an application mailed to you, please contact Anne at Region 5: 218-894-6011 or Crow Wing County Environmental Services @ 218-824-1125 or environmental.services@crowwing.us

Mille Lacs Lake Watershed
The Aitkin, Crow Wing, and Mille Lacs Soil & Water Conservation Districts have been awarded a grant for shoreline buffers / stabilization projects, rain gardens, conservation easements and agricultural best management practices within the watershed of Mille Lacs Lake. Eligible projects typically require a 50% funding match from landowners. Lakes in Crow Wing County that are within the Mille Lacs Lake watershed include Borden, Partridge, Turtle, Round (north of Garrison), Smith, Holt, Camp, and Little Whitefish. Contact Melissa Barrick with Crow Wing SWCD @ 218-828-6197.

Conservation Easements Grant
The Minnesota State legislature approved a grant for *Protecting Sensitive Shoreland in North Central Minnesota Using Conservation Easements*. Crow Wing, Cass, and Aitkin Counties, in partnership with the Minnesota Land Trust and Leech Lake Area Watershed Foundation, will receive approximately $1 million in funding to pay for the closing costs associated with establishing conservation easements on large parcels of sensitive shorelines. For more information on program eligibility, contact Mitch Brinks @ 218-824-1125 or mitch.brinks@crowwing.us

Well Sealing
The Crow Wing County Land Services Department received a BWSR Clean Water Fund grant for $20,000 to start a 50/50 cost-share program for sealing abandoned / unused wells. For more information, please contact Mitch Brinks @ 218-824-1125.

As the LGU responsible for the development and implementation of the Local Comprehensive Water Management Plan, the Crow Wing County Land Services Department is committed to protecting, preserving & improving water resources in Crow Wing County by being proactive, efficient, customer focused, organized, and innovative while being good stewards of the county's resources.

Crosslake Roll-Off & Recycling Services

December 2013

	Mixed Paper	Aluminum	Tin	Glass	Plastic	Metal	Electronics	Total lbs	2000#	Total Tons
January	10640	0	1560	7140	760	0	0	20100	2000	10.05
February	0	2460	0	0	4200	5560	0	12220	2000	6.11
March	10360	0	0	6740	1540	0	0	18640	2000	9.32
April	11020	840	1760	0	620	6610	0	20850	2000	10.425
May	10940	0	0	13840	3020	10500	0	38300	2000	19.15
June	10260	700	0	6740	3140	5740	0	26580	2000	13.29
July	9140	1580	1760	20160	6220	4560	0	43420	2000	21.71
August	10360	1950	1760	13440	3720	24940	0	56170	2000	28.085
September	9040	2280	0	7000	2940	2620	0	23880	2000	11.94
October	10680	0	0	7160	2280	13320	0	33440	2000	16.72
November	10560	660	1880	6980	1560	11460	0	33100	2000	16.55
December	9520	0	0	0	1460	8610		19590	2000	9.795
TOTAL IBS	112520	10470	8720	89200	31460	93920				
2000#	2000	2000	2000	2000	2000	2000				
TOTAL TONS	56.26	4.36	4.36	44.6	15.73	46.96				

Cardboard picked up by Waste Partners Twice a week 2 Dumpsters

SCORE REPORT FORM

Mo./Yr. **NOV 2013** **CROSSLAKE REPORT**

Organization:	Waste Partners Environmental Services, Inc.
	PO Box 677 Pine River, MN 56474
Contact Person:	Eric Loge Ph: (218) 824-8727 Fax: (218) 765-3965

Materials delivered to:	Cass County - Pine River Transfer Station
	Metal - Crow Wing Recycling

	RESIDENTIAL	COMMERCIAL
Mixed Paper : (includes)	**7429**	

Corrugated Cardboard
Newspaper
High grade office paper
Magazines
Phone Books
Other paper (specify)

	RESIDENTIAL	COMMERCIAL
Commingled Materials: (includes)	**5293**	

%			lbs
0.05	Metals-	Aluminum Cans	265
0.21		Tin Cans	1112
0.61	Glass-		3229
		Clear bottles	
		Green bottles	
		brown bottles	
0.1	Plastic - #1 & #2 bottles		529
0.03	Reject		159
1.00			5293

	RESIDENTIAL	COMMERCIAL
Total LBS.	**12722**	**0**
Total Tons	**6.36**	**0**

OUT OF COUNTY Waste Disposal

Final Destination: **N/A**

Disposal Site Permit # :

Tons Delivered: **NONE**

Total Number of Households Served this Month

777

	Trash Accounts	Rate	Recycling Accounts	%	55660 paper	39660 commingle
BRD	2191	0.87	1911	0.49	27407	19529
BAX	865	0.88	764	0.20	10957	7807
B.P.	630	0.83	526	0.14	7544	5375
P.L.	258	0.63	162	0.04	2323	1655
C.L.	777	0.67	518	0.13	7429	5293
	4721	0.82	**3881**			

MEMO TO: City Council

FROM: Charlene Nelson
City Clerk

DATE: January 3, 2014

SUBJECT: GROUP TRANSIENT MERCHANT PERMIT

Mission of the Cross Lutheran Church is requesting approval for a Group Transient Merchant Permit to hold flea markets on their Church property on the following dates in 2014:

May 24	July 5	August 31

Sales take place from 9:00 A.M. to 4:00 P.M.

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

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

CITY OF Crosslake

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

License Fee $__________

APPLICATION FOR
GROUP TRANSIENT MERCHANT PERMIT

1. Name of applicant: Mission of the Cross Lutheran Church
   (first) (middle) (last) (maiden)

   Al Schewe cell: 612-597-1827

2. Other names under which the applicant conducts business or to which applicant officially answers: ______________________

3. A physical description of the applicant (hair color, eye color, height, weight, distinguishing marks and features: ______________________

4. Full address of applicant's permanent address: 13716 County Road 103
   Crosslake, MN 56442

5. Type of business for which the applicant is applying: 3 Flea Markets
   and 1 garage Sale

6. The dates during which the applicant intends to conduct business in the City (maximum 14 consecutive days): Flea mkt dates: 5/24/14, 7/5/14, 8/31/14
   Garage Sale 8/1 + 8/2 of 2014

7. Any and all addresses and telephone numbers where the applicant can be reached while conducting business within the City: Al Scheuer cell 612-597-1847

Home 218-763-8266; MOTC 218-692-4228

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

See Above

Dave Teigen; 218-831-0320; Secondary Contact.

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

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

Flea Market & Craft Sale

Garage Sale; Household items, tools & the like

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

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

Albert F. Scheuer
Signature of Applicant

1/2/2014
Date

FOR OFFICE USE

Date of application: 1-2-14

Date license was issued:

Notes regarding application and license procedures:

APPLICATION / PERMIT
FOR DISPLAY OF FIREWORKS/PYROTECHNIC SPECIAL EFFECTS

Applicant instructions:

This application must be completed and returned at least 15 day prior to date of display.
Fee upon application is $———— and must be made payable to the ————————————

Name of applicant (Sponsoring Organization): BRAINERD LAKES CHAMBER / CROSSLAKE

Address of Applicant: CTY RD 3 + 66, P.O. BOX 315 CROSSLAKE, MN 56442

Name of authorized agent of applicant: **Zambelli Fireworks Internationale**

Address of agent: **2240 Homebrook Trail SW Pequot Lakes, MN 56472**

Telephone number of agent: ~~218-330-1788~~

Date of display: JAN 31, 2014 Time of display: APPROX 7:30 - 7:45

Location of display: BASEBALL FIELD BEHIND COMMUNITY CENTER

Manner and place of storage of fireworks/pyrotechnic special effects prior to display: Zambelli Fireworks facility/Delivery and storage in truck on day of display.

Type & number of fireworks/pyrotechnic special effects to be discharged: 1.3G CAKES + 2½", 3" + 4" AERIAL SHELLS - APPROX 400 SHELLS

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: DEAN KUHN Certificate No. 151

I understand and agree to comply with all provisions of this application and the requirements of the issuing authority, and will ensure that the fireworks/pyrotechnic special effects are discharged in a manner that will not endanger persons or property or constitute a nuisance.

Signature of applicant (or agent): [signature] Date of application: 1/6/14

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

1. Proof of a certificate of insurance in amount of $10,000,000.00
2. A diagram of the grounds, 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:

Signature of fire chief: ———————————— Date: ————————
And / or
Signature of issuing authority: ———————————— Date: ————————

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 12/31/2013

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 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 Boulevard Treasure Island, FL 33706-4814 1-800-237-3355	CONTACT NAME: PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS:
	INSURER(S) AFFORDING COVERAGE — NAIC #
	INSURER A : T.H.E. Insurance Company — 12866
INSURED Zambelli Fireworks Mfg Co., dba: Zambelli Fireworks Internationale, etal 20 South Mercer Street New Castle, PA 16101	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 INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY X PRO-JECT LOC			CPP0103167-00	05/01/2013	02/01/2014	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$ 1,000,000
							GENERAL AGGREGATE	$ 2,000,000
							PRODUCTS - COMP/OP AGG	$ 2,000,000
								$
A	AUTOMOBILE LIABILITY X ANY AUTO ALL OWNED AUTOS SCHEDULED AUTOS X HIRED AUTOS X NON-OWNED AUTOS			CPP0103167-00	05/01/2013	02/01/2014	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
A	UMBRELLA LIAB X OCCUR X EXCESS LIAB CLAIMS-MADE DED RETENTION $			ELP0011081-00	05/01/2013	02/01/2014	EACH OCCURRENCE	$ 9,000,000
							AGGREGATE	$ 9,000,000
								$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		WC134082	05/01/2013	02/01/2014	X WC STATU-TORY LIMITS 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

Workers Compensation Coverage is afforded in the State(s) of: AZ, CO, CT, DE, FL, GA, IN, KY, LA, MD, MI, MN, MO, NE, NV, NM, NJ, NY, NC, OR, PA, SC, SD, TN, TX, UT, VA & WI.

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

Display Date: January 31, 2014 Rain Date: n/a Location: Baseball field at Crosslake Community Center

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

City of Crosslake; Brainerd Lakes Chamber

CERTIFICATE HOLDER

Brainerd Lakes Chamber - Crosslake
35446 Cty Road 3
Crosslake, MN 56442

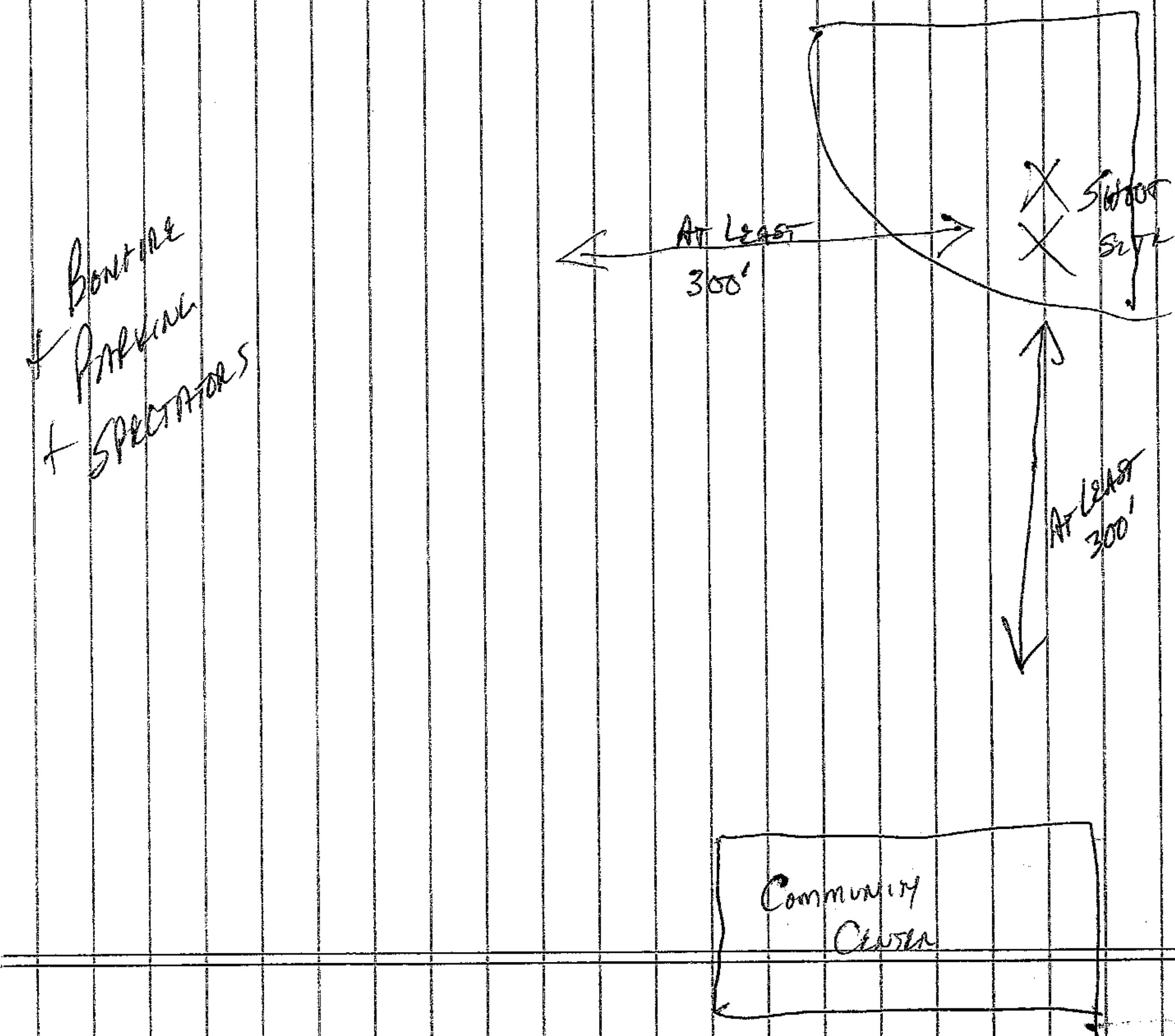
CERT #10884

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

Robert W. [illegible]


Bonfire
+ Parking
+ Spectators
At Least
300'
Shoot
Site
At Least
300'
Community
Center

Zambelli FIREWORKS

NORTHERN REGION
Dean Kuhn
218-330-1788
2240 Homebrook Trail SW
zambellifireworks@brainerd.net
Pequot Lakes, MN 56472
fax 218-568-5307

ASSISTANTS:

DAN COFFEL

OR/ BRANDON COFFEL

OR/ TYLER GOEDKER

BILLS FOR APPROVAL
12/10/2013 to 12/31/13

VENDORS		DEPT		AMOUNT
Ace Hardware, light switch		Police	pd 12-26	7.47
Ace Hardware, shovel, extension cord		PW	pd 12-30	48.07
Ace Hardware, tape, fan		PW	pd 12-26	65.15
Ace Hardware, kerosene		PW	pd 12-26	6.94
Ace Hardware, mason jars		PW	pd 12-26	12.81
Ace Hardware, hooks		PW	pd 12-26	2.98
Ace Hardware, extension cord		PW	pd 12-26	12.81
Ace Hardware, wheel		P&R	pd 12-26	19.22
Ace Hardware, bungee		P&R	pd 12-26	7.36
Ace Hardware, plumbing supplies		Police	pd 12-31	21.68
Ace Hardware, floodlights, extension cord		PW	pd 12-31	28.82
Award a Memory, plaque		Fire	pd 12-23	15.56
AW Research, water testing		Sewer	pd 12-26	226.80
Brian Johnson, transport hovercraft		Fire	pd 12-30	500.00
Chip Lohmiller, reimburse for fire store printing		Fire	pd 12-31	46.99
City of Crosslake, sewer utilities		PW/Gov't	pd 12-30	148.00
Crosslake Communications, computers		P&Z/Admin	pd 12-23	4,600.97
Crosslake Communications, reimburse for olsen thielen bill		Admin	pd 12-20	75.00
Crosslake Communications, reimburse PERA aid		Gov't	pd 12-30	744.75
Crosslake Communications, phone, fax, cable, internet		ALL	pd 12-30	1,286.03
Crosslake Portable Welding, plow and sweeper repairs		P&R	pd 12-26	150.00
Crosslake Portable Welding, mail boxes		PW	pd 12-30	95.00
Crow Wing County Attorney, forfeiture proceeds		Police	pd 12-20	104.20
Crow Wing County Recorder, recording fees		P&Z	pd 12-23	46.00
Crow Wing County Recorder, recording fees		P&Z	pd 12-31	46.00
Crow Wing Power, electric services		ALL	pd 12-26	6,058.24
Granite Electronics, replace fuse		PW	pd 12-26	93.14
Granite Electronics, install radio in grader		PW	pd 12-26	523.74
Guardian Pest Solutions, pest control		ALL	pd 12-23	82.94
Hawkins, chemicals		Sewer	pd 12-26	844.63
Herculift, replace fuel pump		PW	pd 12-26	535.19
Holiday, diesel fuel		PW	pd 12-26	112.00
Holiday, diesel fuel		PW	pd 12-26	83.52
Holiday, propane refill		PW	pd 12-26	18.99
Holiday, diesel fuel		PW	pd 12-26	135.87
Houston Ford, oil change		Police	pd 12-20	22.43
Johnson, Killen & Seiler, labor attorney fees		Gov't	pd 12-20	4,237.00
Jon Henke, reimburse petty cash		P&R	pd 12-26	7.49
Lakes Gas, refill		P&R	pd 12-26	951.76
Marco, copier lease		ALL	pd 12-23	443.13
Mastercard, Best Buy, exchange tvs		P&R	pd 12-26	206.14
Mastercard, Fleet Farm, wiper blades		PW	pd 12-26	46.55
Menards, heater		PW	pd 12-26	51.53
Mike Amsden, reimburse uniform expense		PW	pd 12-20	138.65
Moonlite Square, diesel fuel		Fire	pd 12-31	23.05

Moonlite Square, premium fuel		Fire	pd 12-31	21.37
Napa, fuel additive, light		PW	pd 12-26	118.51
Napa, battery		PW	pd 12-26	176.78
Napa, battery		PW	pd 12-30	119.42
Napa, ball mount		Fire	pd 12-31	53.42
Planning and Zoning Commissioners, 4th quarter meetings		P&Z	pd 12-31	375.00
Postmaster, refill postage meter		ALL	pd 12-31	453.07
Power Lodge, side by side 4 wheeler (paid for w/donations)		Fire	pd 12-30	25,183.24
Premier Auto, battery		Police	pd 12-26	194.08
Premier Auto, mount and balance tires		Police	pd 12-26	60.00
Premier Auto, oil change		Police	pd 12-20	28.50
Quality Flow Systems, install new vfd		Sewer	pd 12-26	3,922.31
Road Equipment Parts, mirror		PW	pd 12-26	48.50
Road Equipment Parts, mirror		PW	pd 12-26	24.59
Shipman Auto Parts, performance fluid, hose, snowplow repair		P&R	pd 12-26	195.14
Simonson Lumber, bit, screws, ground contact		PW	pd 12-26	56.36
Simonson Lumber, screws, bit		P&R	pd 12-26	4.79
State of MN, forfeiture proceeds		Police	pd 12-20	52.10
The Office Shop, nameplate		P&Z	pd 12-20	14.48
The Office Shop, envelopes		Gov't	pd 12-20	9.61
The Office Shop, toner		Police	pd 12-31	106.86
The Office Shop, binders, tabs, ink, paper		P&Z/Admin	pd 12-30	276.34
Uniforms Unlimited, uniform		Police	pd 12-31	99.00
Valley Pools and Spas, chemicals		Sewer	pd 12-26	73.66
Verizon, air card and ipad charges		P&Z/Police	pd 12-31	165.13
WSN, engineering fees		ALL	pd 12-23	1,869.20
Xcel Energy, gas utilities		ALL	pd 12-26	2,778.40
Zee Medical, 1st aid kit supplies		PW	pd 12-26	75.00
Ziegler, couplings		PW	pd 12-26	295.45
Ziegler, caps		PW	pd 12-26	9.45
Ziegler, tighten clamps		PW	pd 12-26	173.65
TOTAL				51,845.60

BILLS FOR APPROVAL
January 13, 2014

VENDORS		DEPT		AMOUNT
Alexandria Tech, conference registration		Fire		700.00
Anderson Insurance, workers comp management fee		Gov't		5,000.00
Avenet, website maintenance		Gov't		450.00
Breen & Person, legal fees		ALL		1,233.50
Clean Team, january cleaning		Gov't		756.14
Council #65, union dues		ALL		500.00
Crosslake Communications, 2014 random testing fee		Gov't		37.50
Crow Wing County Attorney, 4th quarter fees and fines		Gov't		1,268.10
Crow Wing County Highway Department, fuel		ALL		3,122.44
Deferred Comp		ALL		226.92
Delta Dental, dental insurance		ALL		1,533.25
Donna Keiffer, aerobics and silver sneakers		P&R		644.00
DVS, license tabs		ALL		252.00
Essentia Health, flu vaccines		Fire		490.00
Fortis, disability		ALL		539.60
Granite Electronics, radio repair		Fire		29.00
Heartland Tire, tires		PW		1,964.86
Holiday, diesel fuel		PW		166.30
Lakes Area Rental, replace oil lines		PW		89.03
League of MN Cities, leadership conference		Council		225.00
Marsden, office cleaning		PW		654.08
Mastercard, Amazon.com, uniform		Police		40.36
Mastercard, Office Max, office supplies		PW/P&R		335.35
Mastercard, Office Max, printer, ink		Police		167.45
Medica, health insurance		ALL		28,100.86
MMUA, 1st quarter safety management program		Gov't		2,400.00
MN Chiefs of Police Assn, membership dues		Police		165.00
MN Life, life insurance		ALL		335.00
MN Rec & park Assn, membership dues		P&R		264.00
MN Rural Water Assn, membership dues		Sewer		225.00
MN State Fire Chiefs Assn, membership dues		Fire		345.00
Napa, battery, fuel additive		PW		192.64
Napa, power surge charger		PW		665.31
Napa, batteries		Fire		545.00
NCPERS-Life Insurance		ALL		128.00
Neopost, ink cartridge		Gov't		133.59
Northland Press, public comment notice		P&Z		33.20
Northland Trust, refunding bond payment		Gov't		327,921.25
Northland Trust, improvement bond payment		Gov't		9,115.00
PERA		ALL		N/A
RDJ Specialities, lites		Fire		225.77
State and Federal Taxes		ALL		N/A
Sumption Environmental, ordinance update plus mileage		Gov't		10,288.15
Teamsters Local Union #346, union dues		Police		187.00
The Office Shop, index tabs		Admin		19.19

US Bank, lease revenue bond payment (to be paid by escrow)		Gov't		2,103,993.75
US Bank, disposal system bond pymt (1,775,000 to be paid by escrow)		Gov't		1,945,195.00
Verizon, cell phone charges		ALL		265.92
Waste Partners, trash removal		ALL		217.52
Ziegler, filter		PW		95.41
TOTAL				4,451,481.44

MEMO TO: City Council

FROM: City Clerk

DATE: January 7, 2014

SUBJECT: Ordinance Amendment Pertaining to Licensing of Landscape Contractors and Excavators

At its meeting of December 9, 2013, the Crosslake City Council approved the following motion 4-1 with Steve Roe opposed:

MOTION 12R1-26-13 WAS MADE BY MARK WESSELS AND SECONDED BY JOHN MOENGEN TO DELETE DIVISION 2 ENTITLED, "LICENSES" AND DIVISION 3 ENTITLED, "VIOLATIONS AND ENFORCEMENT" IN THEIR ENTIRETY OF CHAPTER 12, ARTICLE III OF THE CROSSLAKE CITY CODE PERTAINING TO LANDSCAPE CONTRACTORS AND EXCAVATORS.

Following the meeting the City Attorney determined that Article III should have been repealed in its entirety. Division 1 is not relevant without Divisions 2 and 3. Attached is a revised version of Ordinance Amendment 317 Repealing Article III Pertaining to Landscape Contractors and Excavators of the Crosslake City Code in Its Entirety.

A motion is required to adopt Ordinance Amendment 317.

CITY OF CROSSLAKE
COUNTY OF CROW WING
STATE OF MINNESOTA

ORDINANCE NO. 317

AN ORDINANCE AMENDING CHAPTER 12 OF THE CROSSLAKE CITY CODE PERTAINING TO LANDSCAPE CONTRACTORS AND EXCAVATORS BY REPEALING ARTICLE III IN ITS ENTIRETY.

THE CITY COUNCIL OF THE CITY OF CROSSLAKE ORDAINS:

Section 1. That Chapter 12 of the Crosslake City Code pertaining to Landscape Contractors and Excavators be amended by repealing Article III entitled Landscape Contractors and Excavators in its entirety.

Adopted by the City Council of the City of Crosslake this 13th day of January, 2014.

Council in favor ____

Council opposed ____

Darrell Schneider
Mayor

Charlene Nelson
City Clerk

Crosslake, Minnesota, Code of Ordinances >> PART I - CODE OF ORDINANCES >> Chapter 12 - BUSINESSES AND BUSINESS REGULATIONS >> ARTICLE III. LANDSCAPE CONTRACTORS AND EXCAVATORS >>

ARTICLE III. LANDSCAPE CONTRACTORS AND EXCAVATORS [2] .

FOOTNOTE(S):

--- (2) ---

State Law reference— *Construction codes and licensing, M.S.A. § 326B.01 et seq.* (Back)

Crosslake, Minnesota, Code of Ordinances >> PART I - CODE OF ORDINANCES >> Chapter 12 - BUSINESSES AND BUSINESS REGULATIONS >> ARTICLE III. - LANDSCAPE CONTRACTORS AND EXCAVATORS >> DIVISION 1. GENERALLY >>

DIVISION 1. GENERALLY

Sec. 12-120. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Excavation means any excavation, trenching, grading or site grading.

Excavator means any entity or person who holds themselves out as being able to perform or who does perform any professional service in connection with excavation.

Landscape contractor means any entity or person who holds themselves out as being able to perform or who does perform any professional service in connection with landscaping.

Landscaping means any alteration of land through the use of rock, wood, shrubs, bushes, trees, other plants, inorganic durable materials or other similar materials. The term "landscaping" includes, but is not limited to, the installation of landscape features including walks, walls, patios, and decks.

Vehicle means a piece of mechanized equipment, including, but not limited to, pickup trucks, dumptrucks, bob-cats, tractors, backhoes, and all-terrain vehicles.

(Ord. No. 255, § 2(subd. 1), 4-14-2008; Ord. No. 269, § 2(5.67(subd. 1)), 11-10-2008; Ord. No. 288, § 2(5.67(subd. 1)), 1-11-2010)

Secs. 12-121—12-138. Reserved.

Crosslake, Minnesota, Code of Ordinances >> PART I - CODE OF ORDINANCES >> Chapter 12 - BUSINESSES AND BUSINESS REGULATIONS >> ARTICLE III. - LANDSCAPE CONTRACTORS AND EXCAVATORS >> DIVISION 2. LICENSES >>

DIVISION 2. LICENSES

Sec. 12-139. License required.

No person shall engage in the business of landscape contracting or excavation without having secured a license from the city.

(Ord. No. 255, § 2(subd. 2), 4-14-2008; Ord. No. 269, § 2(5.67(subd. 2)), 11-10-2008; Ord. No. 288, § 2(5.67(subd. 2)), 1-11-2010)

Sec. 12-140. Exclusions and exceptions.

No license is required under this article for the following individuals:

(1) Property owners performing land alteration or land restoration with personal or rented equipment.

(2) State-licensed residential building contractors, residential remodelers, or residential roofers under M.S.A. § 326B.805, provided that the contractor, remodeler or roofer presents proof of state licensing to the city before any excavation work begins.

(3) Licensed septic installers performing septic installations authorized upon issuance of a zoning permit.

(4) Licensed master plumbers or certified pipe layers performing work authorized by a zoning permit issued by the city or other such work specifically approved by any appropriate state agency.

(5) Utility companies including, but not limited to, those providing telephone, cable, electric, private well drilling, and natural gas services.

(6) Property owners and contractors performing tree trimming or tree removal services subject to the issuance of a zoning permit signed by the property owner.

(Ord. No. 255, § 2(subd. 14), 4-14-2008; Ord. No. 269, § 2(5.67(subd. 14)), 11-10-2008; Ord. No. 288, § 2(5.67 (subd. 14)), 1-11-2010)

Sec. 12-141. Application.

In addition to such information as the city clerk may require pursuant to this chapter, the application for licensure under this division shall also include:

(1) The anticipated number of employees and names of the full-time employees of the applicant.

(2) The type of entity of the applicant and all names the applicant does business under.

(3) A description and the license number of each vehicle.

(4) The type of equipment proposed to be used.

(5) The method and place of disposal of waste materials.

(Ord. No. 255, § 2(subd. 3), 4-14-2008; Ord. No. 269, § 2(5.67(subd. 3)), 11-10-2008; Ord. No. 288, § 2(5.67(subd. 3)), 1-11-2010)

Sec. 12-142. Fee.

The fee for the license under this article shall be in the amount provided in the city fee schedule.

(Ord. No. 255, § 2(subd. 4), 4-14-2008; Ord. No. 269, § 2(5.67(subd. 4)), 11-10-2008; Ord. No. 288, § 2(5.67(subd. 4)), 1-11-2010)

Sec. 12-143. Time for making application; no proration of fee.

(a) Applications may be received from new licensees at any time; however, the application procedures and submittal requirements must be in full compliance with this section and shall be effective only upon conditional approval of the city administrator or his designee.

(b) Final approval of issuance of the license shall be subject to subsequent approval by the city council. The license fee shall not be a pro rata fee for any term of shorter duration than the calendar year.

(Ord. No. 255, § 2(subd. 8), 4-14-2008; Ord. No. 269, § 2(5.67(subd. 8)), 11-10-2008; Ord. No. 288, § 2(5.67(subd. 8)), 1-11-2010)

Sec. 12-144. Bond required.

To guarantee the restoration, rehabilitation and reclamation of the land areas as well as the faithful adherence to city ordinances regulating land alterations, every applicant granted a license as herein provided shall furnish:

(1) A performance bond with a minimum term extending to the calendar year end of the licensure period; or

(2) Up to a 24-month term or letter of credit extending to the end of the calendar year following the licensure period acceptable to the city attorney in favor of the city in an amount of not less than $25,000.00;

as a guarantee that such applicant shall within a reasonable time and to the satisfaction of the city take the steps necessary for the restoration of the land in accordance with applicable city ordinances, reestablishment of acceptable topography, (i.e., slopes, vegetative cover, soil stability) and conditions appropriate to the subsequent reuse of the land. The city shall be notified in writing a minimum of ten days prior to the date the performance bond is scheduled to expire.

(Ord. No. 255, § 2(subd. 5), 4-14-2008; Ord. No. 269, § 2(5.67(subd. 5)), 11-10-2008; Ord. No. 288, § 2(5.67(subd. 5)), 1-11-2010)

Sec. 12-145. Insurance required.

(a) No license shall be issued by the city nor be effective until the applicant has filed with the city clerk a commercial general liability insurance policy issued by an insurance company authorized to do business in this state, covering all operations of said applicant under this article in the amounts of at least $1,000,000.00 per occurrence and $2,000,000.00 general aggregate.

(b) The city shall be named as a certificate holder and said policy shall provide that it may not be canceled by the insurer except upon ten days' written notice to the city clerk. If such insurance is canceled and the licensee shall fail to replace the same with another policy conforming to the provisions of this article, said license shall be automatically suspended until such insurance shall have been replaced and filed with the city clerk.

(Ord. No. 255, § 2(subd. 6), 4-14-2008; Ord. No. 269, § 2(5.67(subd. 6)), 11-10-2008; Ord. No. 288, § 2(5.67(subd. 6)), 1-11-2010)

Sec. 12-146. Form of license; display.

At the time a license is issued, the applicant shall be furnished with a license that shall show thereon the license number, the name of the city, the date the license expires, and the term "landscape contractor or excavator." All licensees shall post their licenses in their place of business. All licensees shall provide their licenses upon demand by any officer or citizen within one week.

(Ord. No. 255, § 2(subd. 7), 4-14-2008; Ord. No. 269, § 2(5.67(subd. 7)), 11-10-2008; Ord. No. 288, § 2(5.67(subd. 7)), 1-11-2010)

Sec. 12-147. Expiration and renewal.

Each license shall expire at the end of the calendar year and may be renewed only by making application as provided in this article. Application for renewal must be made at least 60 days before the expiration date, and when made less than 60 days before the expiration date, the expiration of the license will be unaffected. This time requirement may be waived by the council for good and sufficient cause.

(Ord. No. 255, § 2(subd. 8), 4-14-2008; Ord. No. 269, § 2(5.67(subd. 8)), 11-10-2008; Ord. No. 288, § 2(5.67(subd. 8)), 1-11-2010)

Sec. 12-148. Applicable permits required in addition to license.

Licensing of a landscape contractor or excavator does not extinguish the obligation of the landscape contractor or excavator to obtain all permits necessary under any federal, state, and local statute, rule, regulation or ordinance.

(Ord. No. 255, § 2(subd. 12), 4-14-2008; Ord. No. 269, § 2(5.67(subd. 12)), 11-10-2008; Ord. No. 288, § 2(5.67 (subd. 12)), 1-11-2010)

Secs. 12-149—12-179. Reserved.

Crosslake, Minnesota, Code of Ordinances >> PART I - CODE OF ORDINANCES >> Chapter 12 - BUSINESSES AND BUSINESS REGULATIONS >> ARTICLE III. - LANDSCAPE CONTRACTORS AND EXCAVATORS >> DIVISION 3. VIOLATIONS AND ENFORCEMENT >>

DIVISION 3. VIOLATIONS AND ENFORCEMENT

Sec. 12-180. Unlicensed landscape contractor or excavator.

Performing landscaping or excavating work without a license shall be a violation of this article. Persons or companies performing such work without a license, who knew or should have known of the licensing requirement, shall be subject to criminal and civil penalties as set forth in this division.

(Ord. No. 255, § 2(subd. 15), 4-14-2008; Ord. No. 269, § 2(5.67(subd. 15)), 11-10-2008; Ord. No. 288, § 2(5.67 (subd. 15)), 1-11-2010)

Sec. 12-181. Joint and severable liability.

The property owner and landscape contractor or excavator shall be jointly and severally liable for all violations of this Code, federal, state and local statutes, rules, regulations and ordinances relating to landscaping or excavation.

(Ord. No. 255, § 2(subd. 13), 4-14-2008; Ord. No. 269, § 2(5.67(subd. 13)), 11-10-2008; Ord. No. 288, § 2(5.67 (subd. 13)), 1-11-2010)

Sec. 12-182. Revocation, suspension and other remedies; hearing.

(a) The municipality may suspend or revoke a license issued under this article upon findings of a violation of this Code, federal, state and local statutes, rules, regulations or ordinances.

(b) Notwithstanding the presumptive penalties set forth in this article, nothing in this article shall restrict or limit the authority of the city to suspend up to 60 days, revoke the license, assess a civil fine not to exceed $2,000.00, to impose conditions or take any adverse action in accordance with law, provided that the licensee has been afforded an opportunity for a hearing.

(c) Except in cases of failure of financial responsibility, no suspension or revocation shall take effect until the licensee has been afforded an opportunity for a hearing conducted by the city pursuant to M.S.A. §§ 14.57 to 14.70.

(Ord. No. 255, § 2(subd. 9), 4-14-2008; Ord. No. 269, § 2(5.67(subd. 9)), 11-10-2008; Ord. No. 288, § 2(5.67(subd. 9)), 1-11-2010)

Sec. 12-183. Authority of city to pursue civil action.

The city shall have the authority to pursue any person or company violating any provision of this article through civil enforcement including injunctive relief and may recover attorney fees, costs and disbursements as well as engineering, surveying and other costs incurred in enforcing this article.

(Ord. No. 255, § 2(subd. 11A.3), 4-14-2008; Ord. No. 269, § 2(5.67(subd. 11)), 11-10-2008; Ord. No. 288, § 2(5.67 (subd. 11)), 1-11-2010)

Sec. 12-184. Criminal penalties.

Any person violating any provision of this article is guilty of a misdemeanor and, upon conviction, shall be punished by a fine of not more than $1,000.00 or imprisonment for not more than 90 days, or both, plus costs of prosecution in any case.

(Ord. No. 255, § 2(subd. 10), 4-14-2008; Ord. No. 269, § 2(5.67(subd. 10)), 11-10-2008; Ord. No. 288, § 2(5.67 (subd. 10)), 1-11-2010)

Sec. 12-185. Presumptive civil penalties.

(a) The civil penalties of this section are applicable to all landscape contractor or excavator licenses issued by the city. The city administrator shall hear any violation and shall review all information and circumstances and apply the presumptive penalties set forth in subsection (d) of this section.

(b) Licensees have the right to request a hearing before the city council if not in agreement with the presumptive penalty. Such requests for hearing must be made within 20 days of service of the violation notice.

(c) If the license holder does not request a hearing, then that shall constitute a waiver and the penalty shall become effective upon expiration of the 20-day notice period. Further, if an applicant does not contest the violation, then an applicant may enter into a stipulation of facts and accept the penalty described therein as set forth by the city administrator.

(d) The minimum penalties for convictions or violations must be presumed as follows:

- (1) First violation: A $100.00 fine.
- (2) Second violation: A $500.00 fine.
- (3) Third violation: A $1,000.00 fine plus 30-day suspension of license.
- (4) Fourth violation: A $2,000.00 fine plus revocation of license.

(e) The penalties listed in subsection (d) of this section for convictions or violations shall be in addition to any other penalties that may apply for violations of this Code, federal, state and local statutes, rules, regulations or ordinances including, but not limited to, a ten times after-the-fact permit fee.

(Ord. No. 255, § 2(subd. 11A.1), 4-14-2008; Ord. No. 269, § 2(5.67(subd. 11)), 11-10-2008; Ord. No. 288, § 2(5.67 (subd. 11)), 1-11-2010)

Sec. 12-186. Multiple violations within a three-year period.

Multiple violations shall be considered and counted within the prior three-year period. The three-year period shall be a rolling period, which shall include the most recent violation.

(Ord. No. 255, § 2(subd. 11A.2), 4-14-2008; Ord. No. 269, § 2(5.67(subd. 11)), 11-10-2008; Ord. No. 288, § 2(5.67 (subd. 11)), 1-11-2010)

Sec. 12-187. Time suspension begins and civil fine is due.

Suspension of the license shall commence and payment of the civil fine shall be due on the Monday following final disposition. In the case of an uncontested violation where the license holder has not requested a hearing, the suspension shall commence and payment of the civil fine shall be due immediately after expiration of the 20-day notice period or upon the date the stipulation of facts is received by the city administrator or designee.

(Ord. No. 255, § 2(subd. 11A.2), 4-14-2008; Ord. No. 269, § 2(5.67(subd. 11)), 11-10-2008; Ord. No. 288, § 2(5.67 (subd. 11)), 1-11-2010)

Sec. 12-188. Licensure after revocation.

If the city revokes a license, the license holder may not apply for another license or reinstatement of the revoked license within 24 months of the revocation.

(Ord. No. 255, § 2(subd. 11A.2), 4-14-2008; Ord. No. 269, § 2(5.67(subd. 11)), 11-10-2008; Ord. No. 288, § 2(5.67 (subd. 11)), 1-11-2010)

Secs. 12-189—12-214. Reserved.

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WRITER'S E-MAIL ADDRESS:
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January 9, 2014

To: Hon. Mayor and City Councilors
City of Crosslake

From: Steven C. Fecker, Attorney at Law

Re: (1) Kenneth R. Anderson – Separation Agreement, Waiver and Release
(2) AFSCME Council 65 and Bryan Hargrave – Settlement Agreement, Waiver and Release

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Set forth below is a brief summary of the agreements that have been reached with Kenneth R. Anderson and with AFSCME Council 65 and Bryan Hargrave relating to their layoff from City employment in conjunction with the City's decision to contract with Crow Wing County for planning and zoning services:

(1) Kenneth Anderson: Mr. Anderson has entered into a Separation Agreement, Waiver and Release pursuant to which he will be paid additional severance pay through March 24, 2014 in the amount of $27,141.84. This is in addition to severance paid to him covering the period from his layoff on September 24, 2013 through November 5, 2013, which severance was authorized by the City Council on September 24, 2013. Total severance paid to Mr. Anderson is thus equal to six months' salary.

In return, Mr. Anderson waives and releases any and all claims against the City which he is legally able to waive, including any claims under the Veterans' Preference Act. The City and Mr. Anderson may enter into a mutually agreeable neutral letter of reference for his file. The agreement states that it is not an admission of liability or wrongdoing by either party.

(2) AFSCME Council 65 and Bryan Hargrave: AFSCME Council 65 and Bryan Hargrave have entered into a Separation Agreement, Waiver and Release which provides that all obligations to engage in effects bargaining regarding Mr. Hargrave's layoff have been completed; that Mr. Hargrave is to be paid severance in the amount of $5,000 in addition to the pay he received through November 5, 2013, which pay was required by the labor contract and was authorized by the City Council on September 24, 2013; and that he waives and releases any and all claims he is legally able to waive against the City. In accordance with the collective bargaining agreement, Mr. Hargrave retains recall rights for a period of one year from the initial date of layoff. The agreement states that it is not an admission of liability or wrongdoing by any party.

The severance amounts as described above are payable upon approval of the agreements by the City Council.

SEPTIC SYSTEM INFORMATION 2013

SEPTIC INFO	DECEMBER	2013 YTD
Designs	2	19
Compliance Inspections (CI's)	12	86
Site Suitability	0	0

ENFORCEMENT 2013

ENFORCEMENT	2013 YTD
Case Load	12
Case Load Closed	10
Case Load Open	2
Case Load Closure Rate	83.3%

NOTE: Enforcement 2013 YTD is from 9/25/13

PERMITS 2013

PERMIT TYPE	DECEMBER	2013 YTD
New Construction(Dwlg)	1	19
Septic - New	1	18
Septic Upgrades	1	10
Porch / Deck	0	26
Additions	1	16
Travel Trailer	0	0
Landscape/Alterations	0	70
Access Structures	1	46
Driveway	1	2
Demo	0	13
Sign	0	15
Commercial	0	31
Fence	0	10
Tree Removal	0	19
E911 Addresses Assigned	1	12
Footing Inspection	0	14
Final Inspection	0	46
Miscellaneous	0	5
Total Permits Issued	7	372

CUSTOMER SERVICE INQUIRY 2013

Monthly Inquires	Counter	Phone	Email	TOTAL
October	75	103	24	202
November	105	127	25	257
December	46	62	8	116
Total of Inquires Year-to-Date	226	292	57	575

CITY OF CROSSLAKE
PERMIT SUMMARY
December 2012

DECEMBER 2012		2012 YTD	DECEMBER 2011
2	HOMES	34	0
0	GARAGES/STORAGE BUILDINGS	37	0
0	RECREATIONAL VEHICLES/TEMP STRUCTURE	2	0
1	SEPTIC SYSTEMS	37	1
1	DECKS/PORCHES/BREEZEWAYS/PATIOS	45	0
0	RESIDENTIAL ADDITIONS	22	0
0	SHEDS	19	0
7	LAND ALTERATION	143	1
0	BASEMENTS	14	0
1	DEMOLITION/MOVE BUILDING	31	0
0	COMMERCIAL/INDUSTRIAL BUILDINGS	4	0
1	COMMERCIAL/INDUSTRIAL ADDITIONS	4	0
2	SIGNS	16	1
1	MISCELLANEOUS	16	2
2	E911	17	0

18	**TOTAL MO. PERMITS**	**2012 YTD**	**441**
$484,065	**TOTAL MO. VALUATIONS**	**2012 YTD**	**$8,823,326**

5	**PREVIOUS YEAR MONTHLY PERMITS**	**2011 YTD TOTAL**	**357**
$0	**PREVIOUS YEAR MONTHLY VALUATION**	**2011 YTD TOTAL**	**$5,658,934**

2012 YTD Land Use Applications

	Applied For	Granted	Withdrawn	Denied	Pending
Variance					
CUP					
Map/Ord Amend.					
Prel. Plat					
Final Plat					
M&B					

Appeals to City Council

	Requested	Granted	Withdrawn	Denied	Pending
Appeals					

Staff Report - Crosslake Parks, Recreation & Library

Date: January 8, 2013
To: Crosslake City Council
From: Jon Henke, Director of Parks, Recreation & Library J.H.

1. Crosslake Area Library Update
Story hour for the Crosslake Area Library has a new day and time. The program will be held Wednesdays at 10:00 for preschool age children.
The Library is seeking volunteers. If you have a few hours each week to give back to your community we would love to have you help staff our library. Please contact Jon or Kim if you are interested.
Just a reminder that the Library will be closed January 20th for Martin Luther King Day.

2. Aerobics
Donna Keiffer offers classes Monday, Tuesday and Thursday mornings at 9:00.

3. Senior Nutrition Program
Meals are offered at the Community Center Monday - Friday at 11:30 am. Interested participants can call (692-4271) to make a reservation by 4:00 p.m the day before their scheduled meal.

4. Fitness Room/SilverSneakers
The Community Center offers an array of fitness equipment. A certified personal trainer is available to walk you through all of the different equipment free of charge when you sign up for a membership. We also offer fitness incentive programs from a variety of insurance providers and very affordable rates. The SilverSneakers program is also available to those that are 65 or older and have a qualifying plan. On January 1st we will also be offering the new Silver and Fit Program that many current Silver Sneaker members will be switching too.
Fitness Equipment Sale Update
The Park Department sold two treadmills, three ellipticals, one bike and a weight tree on December 16th for a total profit of $2,178. This is double the amount that was offered by two different fitness companies last summer when we were buying new equipment.

Staff is looking for some direction from the City Council on what to do with the remaining two treadmills, three benches and a bike. Options are to sell the items for the current minimum bid price – first come first served or wait till spring and have a sale of all city surplus equipment to create more room for the equipment city staff still actively uses. The sale could be held at the Community Center and provide the opportunity for all of the departments to liquidate unused equipment. If the equipment would not sell after the spring sale the surplus equipment could be recycled, donated or hauled to the Crow Wing County Landfill.
Council Action/Motion.

5. Community Center and Library Attendance for December.
Attendance for the Community Center was 4,120. Attendance for the Library was 1,619.

6. AAA
A AAA refresher course will be offered from 9-1 on Thursday February 6th. A full class for new participants will be held February 26th and 27th from 9-1 each day. Call the Community Center for info.

7. Pickleball
Pickleball is played on Tuesdays and Thursdays from 2-3 for those interested in trying a new sport. Equipment and court time is available for up to four players for only $10.

8. Donations

The Crosslake Park and Library Foundation made a donation to the City of Crosslake in December for the Light Up Crosslake Project. The donation was in the amount of $2,855.35 and covers expenses from Ace Hardware and Northern Lakes Electric.

A donation to the Library in the amount of $200 was provided by an anonymous donor in December. The third and final donation was received from Crosswoods Golf for the Golf and Pizza League last summer.

The Park Department would recommend a motion to accept the donations listed above for a total of $3,090.35.

Council Action/Motion

9. Retirement of Park Employee Linda Guertin

Linda Guertin was hired on August 21st 2002. Linda has been a great employee for the City of Crosslake over the last 11+ years. Linda submitted her letter of resignation to the City last month. This Saturday January 11th will be Linda's last day. We will miss Linda's warm smile and willingness to help not only her co workers but also the patrons of the Community Center. Thank you Linda for your service!

Staff is recommending that the City Council consider a motion to accept Linda Guertin's letter of resignation effective January 12th 2014.

Council Action/Motion

The Park Department and the City Administrator will look into options for rehiring for Linda's position in the coming weeks. In the mean time part time staff will be filling in the open hours at the Community Center. Staff would ask the Council to consider a motion to advertise for the Building Assistant position. The Personnel Committee can then review the options to fill the vacant hours that are left by Linda's retirement. Keep in mind that part time workers cannot earn more than $425 per month without being enrolled into the Minnesota Public Retirement Association.

Council Action/Motion