

AGENDA AND ADDITIONS TO THE AGENDA
REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, DECEMBER 9, 2019
7:00 P.M. – CITY HALL

A. CALL TO ORDER

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

B. PUBLIC INFORMATION MEETING

1. Mike Lyonais – Review Proposed 2020 Budget
 - a. Public Comments
 - b. Resolution Approving Final 2019 Tax Levy Collectible in 2020 (Council Action-Motion)
 - c. Approval of 2020 City Budget (Council Action-Motion)

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

1. Regular Council Meeting Minutes of October 14, 2019
2. Regular Council Meeting Minutes of November 12, 2019
3. Special Council Meeting Minutes of November 21, 2019
4. City – Month End Revenue Report dated November 2019
5. City – Month End Expenditures Report dated November 2019
6. November 2019 Budget to Actual Analysis
7. Memo dated December 9, 2019 from Mike Lyonais Re: Tax Increment Financing Reimbursement
8. Police Report for Crosslake – November 2019
9. Police Report for Mission Township – November 2019
10. Fire Department Report – November 2019
11. North Memorial Ambulance Report – November 2019
12. Planning and Zoning Monthly Statistics
13. Public Works Meeting Minutes of October 7, 2019
14. Park/Library Commission Meeting Minutes of October 23, 2019
15. Waste Partners Recycling Report for October 2019
16. Sales Tax Committee Meeting Minutes of November 13, 2019
17. Annual Lutheran Social Service Meals Site Use Agreement for 2020
18. Memo dated December 3, 2019 from City Clerk Re: Retroactive Approval of Bills for Payment
19. Bills for Approval

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

E. MAYOR'S AND COUNCIL MEMBERS' REPORT

1. Letter dated November 21, 2019 from Crow Wing Power Re: Municipal Meter Relief Program (Council Information)
2. Resolution Accepting Donations (Council Action-Motion)
3. Cindy Myogeto, Chamber of Commerce - Approval of WinterFest SoupFest on Saturday, February 1, 2020 (Council Action-Motion)
4. Update on City Hall/Fire Department Buildings and Pay Application #3 from Hy-Tec Construction for City Hall Project in the Amount of \$371,969.35 (Council Action-Motion)
5. Email from David Anderson Re: Lot for Sale – Possibilities of Special Price to the City of Crosslake with Combination Tax Donation (Council Direction)

F. CITY ADMINISTRATOR'S REPORT

1. Proposed 2020 Fee Schedule (Council Action-Motion)
2. Resolution Supporting the Authority to Impose a Local Sales and Use Tax to Fund Specific Capital Improvements Providing Regional Significance, to Establish the Duration of the Tax and the Revenue to be Raised by the Tax, and to Authorize the City to Issue Bonds Supported by the Sales Tax Revenue (Council Action-Motion)

G. COMMISSION REPORTS

1. PUBLIC WORKS/CEMETERY/SEWER COMMISSION

- a. Proposal from WSN for Wild Wind Ranch Drive Improvements Feasibility Study Services (Council Action-Motion)
- b. Preliminary Engineering Report of Crosslake Parking and Pedestrian Route Study and Authorization to Submit Full Grant Application (Council Action-Motion)
- c. Memo dated December 5, 2019 from Public Works Commission Re: Recommendations for Moonlite Sewer extension Assessments and Hookups (Council Direction)

2. PARK AND RECREATION/LIBRARY COMMISSION

- a. Staff Report dated December 5, 2019 from TJ Graumann Re: Cabinet Unit Heater (Council Action-Motion)

3. PLANNING AND ZONING COMMISSION

- a. Memo dated December 3, 2019 from Jon Kolstad Re: Ordinance Amendment Naming a Private Road as Rock Lake Trail and Adding the Road Name to the Master Road Name Index (Council Action-Motion)

4. PERSONNEL COMMITTEE

- a. Memo dated December 3, 2019 from Personnel Committee Re: Employee Recognition Policy (Council Action-Motion)
- b. Memo dated December 9, 2019 from Personnel Committee Re: Non-Union Department Wage Adjustment Recommendations (Council Action-Motion)
- c. Memo dated December 3, 2019 from Personnel Committee Re: Recommendation to Approve Fire Department Officers (Council Action-Motion)
- d. Update from Chief Lee Re: Staffing (Council Information)

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

I. CITY ATTORNEY REPORT

J. NEW BUSINESS

K. OLD BUSINESS

L. ADJOURN

City of Crosslake

Public Information Meeting
2019 Tax Levy Collectible in 2020
2020 Budget

Monday, December 9, 2019
City Hall
37028 County Road 66
Crosslake, MN 56442

Table of Contents

Page(s)

1	Resolution Approving Final 2019 Tax Levy Collectible in 2020
2	Final City Taxes Levied
3	Budget Assumptions
4 - 7	2019 Budget – Impact of Revisions
8 – 10	Pay 2019 Tax Rate - From Crow Wing County
11	City Calculations - Prior Year(s)
12	2020 Summary Budget
13	Revenues - Summary
14 – 18	Expenditures – Summary
19 – 32	Capital Outlay – Budget vs. Actual
33 – 37	Revenues Detail
38 – 47	Expenditures Detail
48	Sewer Department Expenditures Detail

RESOLUTION NO. XX-XX
RESOLUTION APPROVING FINAL 2019 TAX LEVY
COLLECTIBLE IN 2020

Be it resolved by the Council of the City of Crosslake, County of Crow Wing, Minnesota, that the following sums of money be levied for the current year, collectible in 2020, upon taxable property in the City of Crosslake, for the following purposes:

General Property Tax Levy	\$ 3,465,861
G.O. Refunding Bonds 2012A	344,275
G.O. Sewer Rev. Imp Bonds 2017A	121,228
G.O. Reconstruction Bonds 2018A	104,292
G.O. CIP Bonds Series 2019A	<u>270,483</u>
Total Levy	\$ 4,306,139

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

Adopted by the City Council on December 9, 2019.

David Nevin
Mayor

Michael R. Lyonais
City Administrator/Treasurer

City of Crosslake
2020 Budget Assumptions
12/09/2019 Budget Meeting

Previous Budget Meeting(s):~~Workshop Meeting—August 8, 2019—4:00 PM~~~~Workshop Meeting—August 22, 2019—4:00 PM- Meeting Cancelled~~~~Workshop Meeting—September 5, 2019—4:00 PM~~~~Preliminary Levy Certification—September 9, 2019 (Regular Council Meeting)~~~~(Preliminary Levy must be certified no later than September 30, 2019.)~~~~Additional workshop meeting dates—TBD~~

Proposed Truth In Taxation Meeting and Final Levy Certification - During Regular Meeting on December 9, 2019.

Revenue Assumptions:**- Levy**

- Pay 2020 includes a provision for new capital improvement bonds issued on 9/3/2019.
- Levy challenges.

- EDA

- ~~—EDA Levy at \$8,500 to service Brainerd Lakes Area Development Corp. fee and other misc. charges.~~

- Sewer Rate Adjustment

- Base sewer rate adjustment of \$0 over 2019. A rate adjustment should be considered.

Expenditure(s) Assumptions:**- Operating Expenditures vs. Non-Operating Expenditures****- Salaries/Benefits:**

- Adjustments in accordance/consistent with applicable union contract.
- Health insurance rates reflect actual rates.
- Staffing level(s)
- Added 0.5 FTE in Sewer Fund

- Capital Expenditures

- Projects funded with a combination of debt, cash, and special assessments.
- Refer to separate discussion on 5-year capital outlay plan.
- Project Timing TBD

Other Discussion Items(s):~~—Update on bond issuances(s)~~

- New Special Assessment Policy
- Council Direction

City of Crosslake
2019 Budget - Impact of Revisions - All Budget Meetings
12/9/2019

Revenue Assumptions:

Total Revenues - 08/08/2019 Budget Version **7,606,332**

Revenue Adjustments From 8/08/2019 Meeting

Assumes 1.50% Growth in the Taxable Tax Base	-
Adjust Liquor Licenses	(2,500)
Adjust Police Contracts	1,009
Adjust Recycling Grant from Crow Wing County	(2,920)
Remove Debt Service Levy for Series 2015A Equipment Certificates - Use Existing	
Cash to Make Final Payment	(155,295)
Remove EDA LEVY - Use Existing Cash	(8,500)
Move EDA Levy to General Fund	8,500
Other Levy Revisions	240,365
Adjust Debt Service Levy for Series 2019A CIP Bonds	(58,401)
	-

Total Revenue Adjustments **22,258**

Total Revenues - 09/05/2019 Budget Version **7,628,590**

Revenue Adjustments From 09/05/2019 Budget Meeting

Adjust Recycling Revenues to \$0; County to Take Over the Program	(26,280)
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Total Revenue Adjustments **(26,280)**

Total Revenues - 11/21/2019 Budget Version **7,602,310**

Revenue Adjustments From 11/21/2019 Budget Meeting

None	-
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Total Revenue Adjustments **-**

Total Revenues 12/09/2019 **7,602,310**

City of Crosslake
2019 Budget - Impact of Revisions - All Budget Meetings
12/9/2019

Expenditure(s) Assumptions:

Total Expenditures - 08/08/2019 Budget Version	9,624,727
<i>Expenditure Adjustments From 8/08/2019 Meeting</i>	
<i>101-General Fund</i>	
<i>41400 - Administration:</i>	
Remove Consultant Estimate	(3,750)
Revise Health Insurance Estimate	(2,943)
	(6,693)
<i>41910 Planning and Zoning</i>	
Revise Health Insurance Estimate	(2,943)
Uniform Allowance	1,000
	(1,943)
<i>42110 - Police Administration</i>	
Revise Health Insurance Estimate	(7,947)
	(7,947)
<i>42280 - Fire Administration</i>	
Correct Capital Outlay	1,800
	1,800
<i>43000 - Public Works</i>	
Revise Health Insurance Estimate	(4,415)
Additional Street Materials	10,000
Adjust Uniform Allowance(s)	600
	6,185
<i>45100 Parks and Recreation</i>	
Revise Health Insurance Estimate	(5,887)
Allocate Salaries and Benefits to Library From Parks	(22,631)
Move One Part Time Staff to Full-Time Part Time .80 FTE	23,512
Remove Summer Intern	(6,500)
Other Benefit Adjustments	8,256
	(3,250)
<i>45500 Library</i>	
Allocate Salaries and Benefits From Parks to Library	22,631
	22,631
<i>301-Debt Service Fund</i>	
Adjust Interest Payment on CIP Bonds	37,124
	37,124
<i>502 - Economic Development Fund</i>	
Adjust Budget to Revised Estimate	70
	70
<i>601 - Sewer Fund</i>	
Add .50 FTE in Anticipation of Department Head Pending Retirement	59,491
Revise Health Insurance Estimate	(1,472)
Revise Uniform Allowance	700
	58,720
<i>Total Expenditure Adjustments</i>	106,696
Total Expenditures - 09/05/2019 Budget Version	9,731,423

City of Crosslake
2019 Budget - Impact of Revisions - All Budget Meetings
12/9/2019

Expenditure Adjustments From 09/05/2019 Budget Meeting

101-General Fund	-
<i>41400 - Administration</i>	
Salaries and Benefit Estimate	532
	532
<i>41910 Planning and Zoning</i>	
Adjust Salaries and Benefit Estimate	2,594
	2,594
<i>41940 General Government</i>	
Adjust for Estimated Cost of Fire Hall Project	1,400,000
	1,400,000
<i>42110 - Police</i>	
Salaries and Benefit Estimate	488
Revise Estimate For Squads and Equip	(15,000)
	(14,512)
<i>42280 - Fire Administration</i>	
Adjust Salaries and Benefit Estimates	9,473
Adjust Utilities - Sewer	600
	10,073
<i>45100 Parks and Recreation</i>	
Adjust Salaries and Benefit Estimates	2,649
Move Pickle Ball, Basketball, and Court Resurfacing to 2020	82,000
	84,649
<i>43000 - Public Works</i>	
Equipment Purchases Levied for in 2019 and Purchase Delayed Until 2020 (Floor Drains, Card Access Security, Pickup Truck, Perkins Road, and Storm Water Pond)	343,180
	343,180
<i>43100 - Cemetery</i>	
Move Survey Work to Future	(45,000)
	(45,000)
<i>48000 - Recycling</i>	
Adjust Program Expenses to \$0; County is Taking Over the Program	(35,480)
	(35,480)
<i>43200- Sewer</i>	
Salaries and Benefit Adjustments	366
	366

Total Expenditure Adjustments

1,746,402

Total Expenditures - 11/21/2019 Budget Version

11,477,825

Expenditure Adjustments From 11/21/2018 Budget Meeting

<i>42110 - Police</i>	
Adjust Estimate for Server Replacement	3,000
	3,000
<i>43000 - Public Works</i>	
Move Wild Wingd Ranch Road to 2020	117,300
	117,300

Total Expenditure Adjustments

120,300

Total Expenditures - 12/09/2019 Budget Version

11,598,125

City of Crosslake
2019 Budget - Impact of Revisions - All Budget Meetings
12/9/2019

Revenues Over (Under) Expenditures **(3,995,815)**

Adjustments: (For Budget Use Only)

Add:

Depreciation Included Above

0

225,000

Council Directed Funds for Capital

-

Use of Existing Cash From Prior Year(s) (Excess)

18,570

Existing DS Cash From Prior Years Retired Issues

147,900

Unused Discount on 2019A CIP Bonds

32,132

Estimated Cash From City Hall/Fire Hall

3,400,000

Cash Levied for in 2019, Purchase Moved to 2020

542,480

Less:

Net Increase in Cash - TIF Fund

500

Use Existing Cash in General Fund

-

Existing Cash Hand

(370,767)

Remainder

(0)

CITY CALCULATIONS

CITY OF CROSSLAKE
** PROPOSED RATES

INITIAL TAX CAPACITY:	14,170,989	14,135,531
less TIF Value:	20,605	
less FD Contrib Value:	14,853	
TAXABLE TAX CAPACITY:		14,135,531

31-Oct-19

PREV TIF:
PREV FD CONT:Population
2,23020,932
17,062

PAYABLE 2020

LGA Relief:
Rate: 0
0.000%Max. EDA Levy = .01813% of Prev. Yr. Estimated MV (469,107)
0.01813% 224,973.00

TOTAL 224,973.00 OK

PREV EMV:	1,240,887,000	7.0%
PREV TAXABLE MV: (FULLY TAXABLE)	1,227,696,933	7.1%
PREV TC:	13,100,647	7.9%
PREV NTC LEVY:	3,950,587	9.0%
PREV FD DIST:	38	6.6%
PREV FINAL LEVY:	3,950,549	9.0%

REF MV: 470,625,712
TAX MV: 1,315,234,202
EST MV: 1,328,167,600
NEW CONST: 16,510,065PREV RATE: 30.157%
0.307%

TYPE FUND NAME	TOTAL LEVY REQUEST	TACONITE AID	TIF EXCESS	ADJUSTED LEVY	FISC DISP DISTRIB	FINAL LEVY	SPREAD LEVY	GENERAL RATE
10 CITY REVENUE	3,465,861	0	0	3,465,861	40.00	3,465,821	3,465,890.85	24.519%
83 EDA	0	0	0	0	0.00	0	0.00	0.000%
322 G.O. REFUNDING BONDS, 2012A	344,275	0	0	344,275	0.00	344,275	344,341.54	2.436%
335 G.O. EQUIPMENT CERT. 2015B	0	0	0	0	0.00	0	0.00	0.000%
347 G.O. SEWER REV IMP BONDS 2017	121,228	0	0	121,228	0.00	121,228	121,282.86	0.858%
352 G.O. RECONSTRUCTION BONDS 2018	104,292	0	0	104,292	0.00	104,292	104,320.22	0.738%
356 G.O. CIP BONDS 2019A	270,483	0	0	270,483	0.00	270,483	270,412.71	1.913%
TOTAL	4,306,139	0	0	4,306,139	40.00	4,306,099	4,306,248.18	30.464%

REQUIRED DEBT LEVY: \$1,091,856.14
SEE BOND LEVY CERTIFICATION Check Debt Levy

CITY OF CROSSLAKE

CROW WING COUNTY TAX RATES FOR TAXES PAYABLE IN THE YEAR 2020

31-Oct-19 (Print Date)

Page 2

COUNTY RATES:

Generally	33.052%	SCHOOL DISTRICT RATES:	NTC	MKT VAL	TOWNSHIP RATES:	
City of Baxter	33.052%	ISD 181 general	RATES	RATES	Bay lake Fire Dist 1	8.923%
City of Brainerd general	32.407%	ISD 181, in Brainerd general	29.018%	0.13765%	Bay lake Fire Dist 2	9.129%
Brainerd Rural Service Dist	32.493%	ISD 181, in Brainerd RSD	28.843%	0.13765%	Center	18.542%
City of Crosby	32.180%	ISD 182 general	28.982%	0.13765%	Crow Wing	25.569%
City of Deerwood	32.984%	ISD 182, in Crosby only	10.443%	0.08918%	Daggett Brook	17.118%
City of Ironton	32.368%	ISD 182, in Deerwood City only	9.953%	0.08918%	Deerwood	19.476%
		ISD 182, in Ironton only	10.363%	0.08918%	Fairfield	19.333%
		ISD 186	9.629%	0.08918%	Fort Ripley	11.380%
		ISD 001	12.120%	0.11802%	Gail Lake	9.005%
		ISD 2174	3.980%	0.12666%	Garrison	21.342%
		ISD 480	6.229%	0.10551%	Ideal	9.830%
		ISD 482	20.763%	0.12332%	Irondale	41.501%
		ISD 484	20.754%	0.16379%	Jenkins	10.686%
			29.816%	0.19489%	Lake Edward	8.250%

CITY RATES:

Baxter	56.052%				Little Pine	28.691%
Brainerd Generally	79.854%				Long Lake	15.953%
Brainerd Rural Service Dist	48.770%				Maple Grove	11.240%
Breezy Point	46.562%				Mission	15.748%
Crosby	113.747%				Nokay Lake	34.211%
Crosslake	30.464%				Oak Lawn	19.184%
Cuyuna	55.140%				Pelican	11.795%
Deerwood	88.869%				Perry Lake	11.583%
Emily	37.220%				Platte Lake	16.470%
Fifty Lakes	22.161%				Rabbit Lake	26.230%
Fort Ripley	28.308%				Roosevelt	17.088%
Garrison	75.001%				Ross Lake	12.073%
Ironton	113.918%				St. Mathias	24.053%
Jenkins	59.914%				Timothy	6.183%
Manhattan Beach	20.814%				Wolford	16.501%
Nisswa	32.872%				Unorganized - Dean lake	17.803%
Pequot Lakes	56.108%				Unorganized - 1st Assmt	12.847%
Riverton	29.643%					
Trommald	43.198%					

SPECIAL TAXING DISTRICT (STD) RATES:

Region 5 (countywide)	0.127%					
County HRA (applies to all ex. Brainerd, Crosby, Pequot)	0.685%					
Cuyuna Hospital Dist (HD)	0.989%					
City of Brainerd HRA	1.687%					
City of Pequot Lakes HRA	1.184%					
Garrison-Kathio-West Mille Lacs Sewer Dist. (SD)	21.910%					

Areawide Rate Iron Range Fiscal Disparities:

Areawide Rate Iron Range Fiscal Disparities:	1.666%					
Homestead Credit - Repealed for payable 2012 taxes and replaced with a homestead market value exclusion.						

Agricultural Credit:

Eligibility: Ag Homestead classification						
First \$115,000 Ag MV	0.3%					
Ag MV over \$115,000	0.1%					
Maximum Ag Credit Allowed	\$490					
(Max Ag Credit reached at \$260,000 Ag MV)						

State General Tax Rate:

Applied to Comm Ind	39.0000%					
Applied to Seas Rec Res/Seas Com	19.0000%					

COMPONENTS OF TOTAL RATES EXAMPLE:

City of Brainerd general =
 32.407% + 79.854% + 28.843% + 0.127% + 1.687% = 142.918%

TOTAL RATES BY DISTRICT ON REVERSE SIDE

City of Crosslake City Calculations - Proposed Tax Rates					
					Estimated Pay 2020 Levy
	Final Pay 2016	Final Pay 2017	Final Pay 2018	Final Pay 2019	Budget Discussion 11/21/2019
Tax Levy:					
City Revenue	2,843,909	3,005,707	3,066,329	3,218,300	3,465,861
EDA	12,500	12,500	12,500	8,500	0
G.O. Improvement Bonds, 2006B	137,746	0	0	0	0
G.O. Refunding Bonds, 2012A	344,249	343,533	342,870	344,884	344,275
G.O. Equipment Cert. 2015B	10,473	154,581	153,825	155,127	0
2017 Project Bonds - Sewer	0	0	116,613	118,776	121,228
2018 Project Bonds - Manhattan Pt.	0	0	0	105,000	104,292
2019 G.O. Capital Improvement Bonds	0	0	0	0	270,483
Total Tax Levy	3,348,877	3,516,321	3,692,137	3,950,587	4,306,139
<i>Change in Tax Levy</i>	<i>0</i>	<i>167,444</i>	<i>175,816</i>	<i>258,450</i>	<i>355,552</i>
Estimated Taxable Tax Capacity - Proposed Rates	12,114,357	12,498,774	12,692,912	13,107,763	14,135,531
<i>Change in Taxable Tax Capacity</i>	<i>0</i>	<i>384,417</i>	<i>194,138</i>	<i>414,851</i>	<i>1,027,768</i>
City Tax Rate (2020 Estimated)	27.64%	28.13%	29.09%	30.14%	30.46%
<i>Tax Rate Change From Prior Year</i>	<i>0.00%</i>	<i>0.49%</i>	<i>0.96%</i>	<i>1.05%</i>	<i>0.32%</i>
Change in Tax Levy Dollars Due To:					
Changes in Taxable Tax Capacity	0	108,137	56,475	125,036	313,091
Changes in Tax Levy	0	59,307	119,341	133,414	42,461
Total Change in Tax Levy	0	167,444	175,816	258,450	355,552

City of Crosslake 2020 Summary Budget (12/09/2019 Version)									
Description	Total - All Funds	(101)/(401) General Fund	(301) Debt Service Fund	(405) TIF Fund	(502) EDA Operating Fund	(503) EDA Revolving Loan Fund	(601) Sewer Operating	(651) Sewer Restricted Sinking Fund	
Revenues									
General Levy	3,462,948	3,462,948	-	-	-	-	-	-	
D/S Levy (Includes Non-G.O. Debt)	843,191	126,188	374,775	-	-	-	-	342,228	
Tax Increments	11,000	-	-	11,000	-	-	-	-	
Sewer Charges for Services	280,000	-	-	-	-	-	280,000	-	
Special Assessments	7,972	7,972	-	-	-	-	-	-	
County Payment Joint Facility	111,725	111,725	-	-	-	-	-	-	
Other Revenues	487,494	471,494	-	-	-	-	14,000	2,000	
G.O. Bonded Debt & Grants	2,397,980	1,097,980	-	-	-	-	1,300,000	-	
G.O. Equipment Certificates/Leases	-	-	-	-	-	-	-	-	
Total Revenues (Estimated)	7,602,310	5,278,307	374,775	11,000	-	-	1,594,000	344,228	
Expenditures									
Operating Expenditures	3,505,073	2,906,247	-	11,500	18,570	-	568,756	-	
Debt Service	852,016	214,015	315,921	-	-	-	-	322,080	
Capital Outlay	7,241,036	5,574,936	-	-	-	-	1,686,100	-	
Total Expenditures (Estimated)	11,598,125	8,695,197	315,921	11,500	18,570	-	2,234,856	322,080	
Revenues Over (Under) Expenditures	(3,995,815)	(3,416,890)	58,854	(500)	(18,570)	-	(640,856)	22,148	
Transfer CY Levy \$'s to Fund Sewer Ops/Imp	-	(415,856)	-	-	-	-	415,856	-	
Adjustments: (For Budget Use Only)									
Add:									
Depreciation Included Above	225,000	-	-	-	-	-	225,000	-	
Use of Council Directed Funds Toward Capital	-	-	-	-	-	-	-	-	
Use of Existing Cash From Prior Year(s) (Excess)	18,570	-	-	-	18,570	-	-	-	
Existing DS Cash From Prior Years Retired Issues	147,900	-	-	-	-	-	-	-	
Unused Discount on 2019A CIP Bonds	32,132	-	147,900	-	-	-	-	-	
Estimated Cash From City Hall/Fire Hall	3,400,000	-	32,132	-	-	-	-	-	
Cash Levied for in 2019, Purchase Moved to 2020	542,480	3,400,000	-	-	-	-	-	-	
Less:									
Net Increase in Cash - TIF Fund	500	-	-	500	-	-	-	-	
Existing Cash Hand	(370,767)	(109,733)	(238,886)	-	-	-	-	(22,148)	
Adjusted Revenues Over (Under) Expenditures	-	-	-	-	-	-	-	-	
2019 Pay 2020 Levy Assumptions:									
General Levy	3,462,947.85								
D/S Levy	843,191.40								
Subtotal	4,306,139.25								
Prior Year Total Levy	3,950,586.47								
Increase (Decrease) From Prior Year	355,552.78								
New Items for 2020									
Estimated DS Levy for GO 2019 Bonds	270,483.00	Change From 2019	6.85%						
Operating & Capital Levy Adj. For Pay 2020	85,069.78	-	0.00%						
Increase (Decrease) From Prior Year	355,552.78	-	2.15%						
	-	-	0.00%						
	-	-	9.00%						

Note: G/O Debt Above of

2,397,980.00

includes:

Bonds/Grants/Cash

Bonds - Roads

Certificates

Bonds: Sewer Imp.

1,097,980.00

-

1,300,000.00

2,397,980.00

Est. Tax Rate

30.46%

Motion:

Approve the 2020 Revenues and Expenditures Budget as Noted.

CITY OF CROSSLAKE REVENUES - SUMMARY						
	2018 ACTUAL	2019 YTD ACTUAL 6/30/2019	2019 Adopted Budget	2020 Proposed Budget Estimate 12/09/2019	Budget Revisions From 11/21/2019	2020 Preliminary Budget Estimate 11/21/2019
GENERAL FUND						
General Levy	3,072,488	1,543,659	3,215,386	3,462,948	-	3,462,948
Debt Service Levy:						
<i>Equipment Certificates</i>	-	-	2,913	2,913	-	2,913
<i>Emergency Services Center</i>	(20)	106,546	-	-	-	-
<i>2012 Series 2012 A \$2,070K</i>	122,176	-	123,884	123,275	-	123,275
Special Assessments	1,470	-	7,972	7,972	-	7,972
County Payment Joint Facility	113,204	106,546	111,116	111,725	-	111,725
Transfers	-	-	-	-	-	-
Other Revenues	894,563	237,652	500,387	471,494	-	471,494
G.O. Bonded Debt & Grants	695,000	-	539,490	1,097,980	-	1,097,980
G.O. Equipment Certificates/Leases	-	-	-	-	-	-
TOTAL GENERAL FUND	4,898,880	1,994,402	4,501,148	5,278,307	-	5,278,307
DEBT SERVICE FUND						
Property Taxes:						
General Levy	(234)	-	-	-	-	-
<i>2001 Series A \$605K</i>	(16)	-	-	-	-	-
<i>2002 Series A \$825K</i>	(12)	-	-	-	-	-
<i>2004 Series A \$1,095K</i>	(57)	-	-	-	-	-
<i>2006 Series B \$1,330K</i>	407	-	-	-	-	-
<i>2012 Series A \$385K</i>	-	-	-	-	-	-
<i>2015 Series B \$561K Equip. Cert.</i>	153,736	-	155,127	-	-	-
<i>2018 Roads - Estimated Levy</i>	-	-	105,000	104,292	-	104,292
<i>2019 GO Improvement Bonds</i>	-	-	-	270,483	-	270,483
Special Assessments	(460)	-	-	-	-	-
Penalties and Interest	271	-	-	-	-	-
TOTAL DEBT SERVICE FUND	153,635	-	260,127	374,775	-	374,775
TAX INCREMENT FUND						
Tax Increments	12,480	-	11,000	11,000	-	11,000
TOTAL TAX INCREMENT FUND	12,480	-	11,000	11,000	-	11,000
ECONOMIC DEVELOPMENT FUND(S)						
General Property Taxes	12,467	-	8,500	-	-	-
Other Revenue	1,575	-	-	-	-	-
Revolving Loan Interest	-	-	-	-	-	-
Interest	-	-	-	-	-	-
TOTAL ECONOMIC DEV. FUND(S)	14,042	-	8,500	-	-	-
SEWER FUND						
Sewer User Fees/Penalties	475,900	150,658	1,472,000	280,000	-	280,000
D/S Levy - 2012 Series A \$1,855K	221,457	-	221,000	221,000	-	221,000
2017 Sewer Improvement - Levy	116,890	-	118,776	121,228	-	121,228
Penalties and Interest	1,440	1,059	2,500	2,500	-	2,500
Interest	1,161	-	500	500	-	500
Miscellaneous Revenues	1,594	399	1,000	13,000	-	13,000
Bond Proceeds/Capital Contributions	-	-	-	1,300,000	-	1,300,000
Transfers	1,500,000	-	-	-	-	-
TOTAL SEWER FUND	2,318,442	152,115	1,815,776	1,938,228	-	1,938,228
TOTAL REVENUES	7,397,480	2,146,517	6,596,551	7,602,310	-	7,602,310

**CITY OF CROSSLAKE
EXPENDITURES - SUMMARY**

	2012 ACTUAL				2013 ACTUAL			
	OPERATING	CAPITAL	DEBT	TOTAL	OPERATING	CAPITAL	DEBT	TOTAL
GENERAL FUND								
COUNCIL	29,785	0	0	29,785	33,079	0	0	33,079
ADMINISTRATION	299,539	0	1,548	301,087	243,588	1,534	1,548	246,670
ELECTIONS	3,967	0	0	3,967	0	0	0	0
AUDIT/LEGAL SERVICES	48,784	0	0	48,784	79,232	0	0	79,232
PLANNING AND ZONING	255,069	11,738	1,548	268,355	300,975	4,786	1,548	307,309
GENERAL GOVERNMENT	170,748	167,743	0	338,490	376,088	7,178	0	383,267
POLICE ADMINISTRATON	502,903	32,823	0	535,726	515,217	35,829	0	551,046
FIRE ADMINISTRATION	147,874	40,987	2,657,470	2,846,332	135,829	116,543	16,342	268,713
AMBULANCE SERVICES	13,250	0	0	13,250	73	0	0	73
PUBLIC WORKS	443,218	300,559	16,021	759,799	454,020	445,574	0	899,594
CEMETERY	1,149	2,252	0	3,401	1,514	0	0	1,514
PARKS AND RECREATION	356,582	97,126	0	453,708	363,475	187,706	0	551,181
LIBRARY	50,980	3,445	0	54,425	53,889	0	0	53,889
RECYCLING	32,340	0	0	32,340	32,340	0	0	32,340
OPERATING TRANSFERS				0				
GENERAL FUND DEBT SERVICE								
2012 SERIES A \$ 2,070K	0	0	0	0	0	0	206,303	206,303
2015 Series B \$561K Equip. Cert.	0	0	0	0	0	0	0	0
TOTAL GENERAL FUND	2,356,188	656,674	2,676,587	5,689,449	2,589,319	799,150	225,740	3,614,209
DEBT SERVICE FUND								
2001 Series A \$605K	0	0	51,138	51,138	Paid off in 2011	0	0	0
2002 Series A \$825K	0	0	48,206	48,206	0	0	51,125	51,125
2004 Series A \$1,095K	0	0	515,930	515,930	Paid off in 2012	0	0	0
2006 Series B \$1,330K	0	0	163,921	163,921	0	0	163,690	163,690
2012 Series A \$ 385K	0	0	4,492	4,492	0	0	131,450	131,450
2015 Series B \$561K	0	0	0	0	0	0	0	0
2019 Series A								
Bond Issuances/Fiscal Agent Fees	0	0	29,763	29,763	0	0	2,025	2,025
TOTAL DEBT SERVICE FUND	0	0	813,450	813,450	0	0	348,290	348,290
TAX INCREMENT FUND								
TAX INCREMENT	36,545	0	0	36,545	14,903	0	0	14,903
TOTAL TAX INCREMENT FUND	36,545	0	0	36,545	14,903	0	0	14,903
CAPITAL PROJECTS - EM SERVICES								
CAPITAL OUTLAY	0	88,616	0	88,616	0	123,680	0	123,680
TOTAL CAPITAL PROJECTS FUND	0	88,616	0	88,616	0	123,680	0	123,680
ECONOMIC DEVELOPMENT FUND								
OPERATING	309,965	0	2,373,885	2,683,850	431	0	41,660	42,091
REVOLVING LOAN	10,013	0	0	10,013	8,543	0	0	8,543
TOTAL ECOMONIC DEVELOPMENT	319,978	0	2,373,885	2,693,863	8,975	0	41,660	50,635
SEWER FUND								
SEWER OPERATING FUND	426,851	0	0	426,851	420,245	584	0	420,829
SEWER DEBT SERVICE FUND	0	0	228,601	228,601	0	0	227,543	227,543
TOTAL SEWER FUND	426,851	0	228,601	655,452	420,245	584	227,543	648,372
TOTAL EXPENDITURES	3,139,563	745,290	6,092,523	9,977,376	3,033,442	923,414	843,234	4,800,090

**CITY OF CROSSLAKE
EXPENDITURES - SUMMARY**

	2014 ACTUAL				2015 ACTUAL			
	OPERATING	CAPITAL	DEBT	TOTAL	OPERATING	CAPITAL	DEBT	TOTAL
GENERAL FUND								
COUNCIL	31,586	0	0	31,586	28,469	0	0	28,469
ADMINISTRATION	232,440	1,311	1,548	235,299	231,432	6,821	1,506	239,759
ELECTIONS	4,684	0	0	4,684	10	0	0	10
AUDIT/LEGAL SERVICES	41,872	0	0	41,872	42,996	0	0	42,996
PLANNING AND ZONING	214,871	1,208	1,548	217,627	210,485	9,537	1,506	221,528
GENERAL GOVERNMENT	218,576	13,059	0	231,635	146,892	21,987	0	168,879
POLICE ADMINISTRATON	514,684	73,781	0	588,465	557,071	86,474	0	643,544
FIRE ADMINISTRATION	159,624	261,681	16,342	437,647	182,608	565,978	16,343	764,928
AMBULANCE SERVICES	0	0	0	0	0	0	0	0
PUBLIC WORKS	441,977	239,834	0	681,811	462,811	394,865	0	857,676
CEMETERY	3,621	102	0	3,722	2,444	1,534	0	3,978
PARKS AND RECREATION	331,305	54,285	625	386,215	345,169	124,061	1,250	470,479
LIBRARY	61,128	11,144	625	72,896	67,947	2,192	1,250	71,389
RECYCLING	32,340	0	0	32,340	32,465	0	0	32,465
OPERATING TRANSFERS								
GENERAL FUND DEBT SERVICE								
2012 SERIES A \$ 2,070K	0	0	212,903	212,903	0	0	209,586	209,586
2015 Series B \$561K Equip. Cert.	0	0	0	0	0	0	2,500	2,500
TOTAL GENERAL FUND	2,288,706	656,405	233,590	3,178,701	2,310,798	1,213,448	233,940	3,758,186
DEBT SERVICE FUND								
2001 Series A \$605K	Paid off in 2011	0	0	0	Paid off in 2011	0	0	0
2002 Series A \$825K	0	0	0	0	0	0	0	0
2004 Series A \$1,095K	Paid off in 2012	0	0	0	Paid off in 2012	0	0	0
2006 Series B \$1,330K	0	0	163,230	163,230	0	0	162,430	162,430
2012 Series A \$ 385K	0	0	133,900	133,900	0	0	131,300	131,300
2015 Series B \$561K	0	0	0	0	0	0	7,885	7,885
2019 Series A								
Bond Issuances/Fiscal Agent Fees	0	0	2,520	2,520	0	0	2,959	2,959
TOTAL DEBT SERVICE FUND	0	0	299,650	299,650	0	0	304,574	304,574
TAX INCREMENT FUND								
TAX INCREMENT	16,477	0	0	16,477	11,718	0	0	11,718
TOTAL TAX INCREMENT FUND	16,477	0	0	16,477	11,718	0	0	11,718
CAPITAL PROJECTS - EM SERVICES								
CAPITAL OUTLAY	0	0	0	0	0	0	0	0
TOTAL CAPITAL PROJECTS FUND	0	0	0	0	0	0	0	0
ECONOMIC DEVELOPMENT FUND								
OPERATING	11,834	0	0	11,834	0	0	0	0
REVOLVING LOAN	0	0	0	0	0	0	0	0
TOTAL ECOMONIC DEVELOPMENT	11,834	0	0	11,834	0	0	0	0
SEWER FUND								
SEWER OPERATING FUND	421,682	513	0	422,195	432,683	14,482	0	447,165
SEWER DEBT SERVICE FUND	0	0	66,344	66,344	0	0	34,175	34,175
TOTAL SEWER FUND	421,682	513	66,344	488,539	432,683	14,482	34,175	481,340
TOTAL EXPENDITURES	2,738,699	656,917	599,584	3,995,200	2,755,199	1,227,930	572,689	4,555,818

**CITY OF CROSSLAKE
EXPENDITURES - SUMMARY**

	2016 ACTUAL				2017 ACTUAL			
	OPERATING	CAPITAL	DEBT	TOTAL	OPERATING	CAPITAL	DEBT	TOTAL
GENERAL FUND								
COUNCIL	28,113	0	0	28,113	31,816	0	0	31,816
ADMINISTRATION	245,283	2,115	864	248,262	249,197	0	864	250,061
ELECTIONS	4,276	0	0	4,276	0	0	0	0
AUDIT/LEGAL SERVICES	42,546	0	0	42,546	34,541	0	0	34,541
PLANNING AND ZONING	223,588	2,675	864	227,127	220,794	1,996	864	223,654
GENERAL GOVERNMENT	127,511	4,343	0	131,854	158,667	47,113	0	205,780
POLICE ADMINISTRATION	568,572	29,659	0	598,231	644,354	97,012	0	741,366
FIRE ADMINISTRATION	200,800	77,815	0	278,615	190,158	218,153	0	408,312
AMBULANCE SERVICES	37	0	0	37	0	0	0	0
PUBLIC WORKS	448,982	597,034	0	1,046,016	474,445	1,443,629	0	1,918,074
CEMETERY	6,346	704	0	7,050	3,217	0	0	3,217
PARKS AND RECREATION	356,091	20,520	1,354	377,965	351,805	69,808	1,146	422,759
LIBRARY	71,451	0	1,354	72,805	75,813	3,858	1,146	80,817
RECYCLING	32,694	0	0	32,694	32,728	0	0	32,728
OPERATING TRANSFERS	33,344	0	0	33,344	0	0	0	0
GENERAL FUND DEBT SERVICE								
2012 SERIES A \$ 2,070K	0	0	211,480	211,480	0	0	213,235	213,235
2015 Series B \$561K Equip. Cert.	0	0	0	0	0	0	0	0
TOTAL GENERAL FUND	2,389,635	734,865	215,916	3,340,416	2,467,535	1,881,570	217,254	4,566,358
DEBT SERVICE FUND								
2001 Series A \$605K	Paid off in 2011	0	0	0	Paid off in 2011	0	0	0
2002 Series A \$825K	0	0	0	0	0	0	0	0
2004 Series A \$1,095K	Paid off in 2012	0	0	0	Paid off in 2012	0	0	0
2006 Series B \$1,330K	0	0	161,355	161,355	0	0	0	0
2012 Series A \$ 385K	0	0	0	0	0	0	0	0
2015 Series B \$561K	0	0	11,220	11,220	0	0	147,220	147,220
2019 Series A								
Bond Issuances/Fiscal Agent Fees	0	0	150	150	0	0	0	0
TOTAL DEBT SERVICE FUND	0	0	172,725	172,725	0	0	147,220	147,220
TAX INCREMENT FUND								
TAX INCREMENT	11,035	0	0	11,035	12,335	0	0	12,335
TOTAL TAX INCREMENT FUND	11,035	0	0	11,035	12,335	0	0	12,335
CAPITAL PROJECTS - EM SERVICES								
CAPITAL OUTLAY	0	0	0	0	0	0	0	0
TOTAL CAPITAL PROJECTS FUND	0	0	0	0	0	0	0	0
ECONOMIC DEVELOPMENT FUND								
OPERATING	23,633	0	0	23,633	9,912	0	0	9,912
REVOLVING LOAN	0	0	0	0	447,873	0	0	447,873
TOTAL ECONOMIC DEVELOPMENT	23,633	0	0	23,633	457,785	0	0	457,785
SEWER FUND								
SEWER OPERATING FUND	870,977	0	0	870,977	480,446	11,905	0	492,350
SEWER DEBT SERVICE FUND	0	0	31,252	31,252	0	0	42,188	42,188
TOTAL SEWER FUND	870,977	0	31,252	902,230	480,446	11,905	42,188	534,538
TOTAL EXPENDITURES	3,295,280	734,865	419,893	4,450,038	3,418,101	1,893,474	406,661	5,718,237

**CITY OF CROSSLAKE
EXPENDITURES - SUMMARY**

	2018 ACTUAL				2019 BUDGET			
	OPERATING	CAPITAL	DEBT	TOTAL	OPERATING	CAPITAL	DEBT	TOTAL
GENERAL FUND								
COUNCIL	28,763	0	0	28,763	33,053	0	0	33,053
ADMINISTRATION	254,369	1,378	864	256,612	278,907	4,221	864	283,992
ELECTIONS	3,973	0	0	3,973	5,200	0	0	5,200
AUDIT/LEGAL SERVICES	41,620	0	0	41,620	49,000	0	0	49,000
PLANNING AND ZONING	223,323	1,552	864	225,739	232,378	4,221	864	237,463
GENERAL GOVERNMENT	143,890	82,207	0	226,097	132,875	65,000	0	197,875
POLICE ADMINISTRATON	588,937	6,927	0	595,864	686,565	64,683	0	751,248
FIRE ADMINISTRATION	251,757	25,994	0	277,751	222,421	272,500	0	494,921
AMBULANCE SERVICES	9,283	0	0	9,283	15,000	0	0	15,000
PUBLIC WORKS	467,760	1,222,555	23,030	1,713,345	566,037	1,010,042	0	1,576,079
CEMETERY	3,062	0	0	3,062	2,000	1,000	0	3,000
PARKS AND RECREATION	346,216	159,719	1,250	507,185	386,208	94,799	520	481,527
LIBRARY	31,758	1,495	1,250	34,502	37,978	3,298	520	41,796
RECYCLING	32,646	0	0	32,646	35,980	0	0	35,980
OPERATING TRANSFERS	0	1,500,000	0	1,500,000	0	0	0	0
GENERAL FUND DEBT SERVICE								
2012 SERIES A \$ 2,070K	0	0	214,062	214,062	0	0	209,953	209,953
2015 Series B \$561K Equip. Cert.	0	0	0	0	0	0	0	0
TOTAL GENERAL FUND	2,427,357	3,001,828	241,320	5,670,505	2,683,602	1,519,764	212,721	4,416,086
DEBT SERVICE FUND								
2001 Series A \$605K	Paid off in 2011	0	0	0	Paid off in 2011	0	0	0
2002 Series A \$825K	0	0	0	0	0	0	0	0
2004 Series A \$1,095K	Paid off in 2012	0	0	0	Paid off in 2012	0	0	0
2006 Series B \$1,330K	0	0	0	0	0	0	0	0
2012 Series A \$ 385K	0	0	0	0	0	0	16,045	16,045
2015 Series B \$561K	0	0	146,500	146,500	0	0	147,740	147,740
2019 Series A								
Bond Issuances/Fiscal Agent Fees	0	0	0	0	0	0	2,800	2,800
TOTAL DEBT SERVICE FUND	0	0	146,500	146,500	0	0	166,585	166,585
TAX INCREMENT FUND								
TAX INCREMENT	11,391	0	0	11,391	11,500	0	0	11,500
TOTAL TAX INCREMENT FUND	11,391	0	0	11,391	11,500	0	0	11,500
CAPITAL PROJECTS - EM SERVICES								
CAPITAL OUTLAY	0	0	0	0	0	0	0	0
TOTAL CAPITAL PROJECTS FUND	0	0	0	0	0	0	0	0
ECONOMIC DEVELOPMENT FUND								
OPERATING	8,822	0	0	8,822	18,500	0	0	18,500
REVOLVING LOAN	0	0	0	0	0	0	0	0
TOTAL ECOMONIC DEVELOPMENT	8,822	0	0	8,822	18,500	0	0	18,500
SEWER FUND								
SEWER OPERATING FUND	538,933	0	0	538,933	610,552	1,300,000	0	1,910,552
SEWER DEBT SERVICE FUND	0	0	24,241	24,241	0	0	205,673	205,673
TOTAL SEWER FUND	538,933	0	24,241	563,173	610,552	1,300,000	205,673	2,116,225
TOTAL EXPENDITURES	2,986,503	3,001,828	412,060	6,400,392	3,324,154	2,819,764	584,979	6,728,896

CITY OF CROSSLAKE EXPENDITURES - SUMMARY				
	2020 PROPOSED BUDGET			
	OPERATING	CAPITAL	DEBT	TOTAL
GENERAL FUND				
COUNCIL	33,042	-	-	33,042
ADMINISTRATION	283,214	10,559	864	294,637
ELECTIONS	5,200	-	-	5,200
AUDIT/LEGAL SERVICES	49,000	-	-	49,000
PLANNING AND ZONING	231,937	10,559	864	243,360
GENERAL GOVERNMENT	134,175	3,450,000	-	3,584,175
POLICE ADMINISTRATION	747,402	147,600	144	895,146
FIRE ADMINISTRATION	251,667	42,000	-	293,667
AMBULANCE SERVICES	15,000	-	-	15,000
PUBLIC WORKS	599,432	1,766,280	-	2,365,712
CEMETERY	2,000	5,000	-	7,000
PARKS AND RECREATION	520,096	139,500	520	660,116
LIBRARY	33,581	3,438	520	37,539
RECYCLING	500	-	-	500
OPERATING TRANSFERS	-	-	-	-
GENERAL FUND DEBT SERVICE				
2012 SERIES A \$ 2,070K	-	-	211,103	211,103
2015 Series B \$561K Equip. Cert.	-	-	-	-
TOTAL GENERAL FUND	2,906,247	5,574,936	214,015	8,695,197
DEBT SERVICE FUND				
2001 Series A \$605K	N/A	N/A	N/A	-
2002 Series A \$825K	N/A	N/A	N/A	-
2004 Series A \$1,095K	N/A	N/A	N/A	-
2006 Series B \$1,330K	-	-	-	-
2012 Series A \$ 385K	-	-	95,356	95,356
2015 Series B \$561K	-	-	147,900	147,900
2019 Series A	-	-	69,865	69,865
Bond Issuances/Fiscal Agent Fees	-	-	2,800	2,800
TOTAL DEBT SERVICE FUND	-	-	315,921	315,921
TAX INCREMENT FUND				
TAX INCREMENT	11,500	-	-	11,500
TOTAL TAX INCREMENT FUND	11,500	-	-	11,500
CAPITAL PROJECTS - EM SERVICES				
CAPITAL OUTLAY	-	-	-	-
TOTAL CAPITAL PROJECTS FUND	-	-	-	-
ECONOMIC DEVELOPMENT FUND				
OPERATING	18,570	-	-	18,570
REVOLVING LOAN	-	-	-	-
TOTAL ECONOMIC DEVELOPMENT	18,570	-	-	18,570
SEWER FUND				
SEWER OPERATING FUND	568,756	1,666,100	-	2,234,856
SEWER DEBT SERVICE FUND	-	-	322,080	322,080
TOTAL SEWER FUND	568,756	1,666,100	322,080	2,556,936
TOTAL EXPENDITURES	3,505,073	7,241,036	852,016	11,598,125

City of Crosslake
Capital Outlay - Budget vs Actual (Updated Through 10/31/2019)

		5.00%				2.00%			
		2019 Budget	Total Cap-Ex. To Date	Over (Under) Budget to Date	2020	2021	2022	2023	2024
DEPT 41110 Council	None	0	0	0	0	0	0	0	0
Total Council		0	0	0	0	0	0	0	0
DEPT 41400 Administration									
Computer Equipment	Computers, Screens, Software Upgrades	3,675	928	(2,747)	3,859	4,052	4,255	4,467	4,691
Other Equipment	Miscellaneous Items(Chairs, minor office equipment)	546	0	(546)	600	630	662	695	729
Replace Server/New Wiring	Replace server and related wiring upgrades for new equipment (1/3 Share)	0	0	0	5,000	0	0	0	5,250
Replace Copier(s)	Replace/Renew Copier Lease at Expiration Date with Color Copier - Split with P/Z	0	0	0	1,100	0	0	0	1,155
Total Administration		4,221	928	(3,293)	10,559	4,682	4,916	5,162	11,825
DEPT 41410 Elections	None	0	0	0	0	0	0	0	0
Total Elections		0	0	0	0	0	0	0	0
DEPT 41600 Audit/Legal Services	None	0	0	0	0	0	0	0	0
Total Audit/Legal Services		0	0	0	0	0	0	0	0
DEPT 41910 Planning and Zoning									
Computer Equipment	Computers, Screens, Software Upgrades	3,675	928	(2,747)	3,859	4,052	4,255	4,467	4,691
Other Equipment	Miscellaneous Items(Chairs, minor office equipment)	546	13,638	13,092	600	630	662	695	729
Replace Server/New Wiring	Replace server and related wiring upgrades for new equipment (1/3 Share)	0	0	0	5,000	0	0	0	5,250
Replace Copier(s)	Replace/Renew Copier Lease at Expiration Date with Color Copier - Split with P/Z	0	0	0	1,100	0	0	0	1,155
Total Planning and Zoning		4,221	14,566	10,345	10,559	4,682	4,916	5,162	11,825
DEPT 41940 General Government									
ID Printer	ID Printer	0	2,645	2,645	0	0	0	0	0
Replace Air Conditioner	City Hall Air Conditioner	0	0	0	0	0	0	0	0
Painting	Council Chambers and Hallways	0	0	0	0	0	0	0	0
New Door in Break Room	Exterior Door	0	0	0	0	0	0	0	0
Revise Website and Related Design	Revise Website and Related Design	15,000	4,050	(10,950)	0	0	0	0	0
City Hall Light Upgrades	City Hall Light Upgrades	0	0	0	0	0	0	0	0
Siding/Roofing/Landscaping	Replace Siding, Landscaping, Replace 'Other Miscellaneous Upgrades	0	0	0	0	0	0	0	0
Other Miscellaneous Upgrades	Other Miscellaneous Upgrades	0	0	0	0	0	0	0	0
Civil Defense	Siren Upgrades/Repairs	0	0	0	25,000	0	0	0	0
General Government Improvements	General Government Improvements/Stc	50,000	0	(50,000)	25,000	50,000	50,000	50,000	50,000
City/Hall/Police/Fire Bldg.	Estimate 60% 2019; 40% 2020	3,000,000	559,417.98	(2,440,582)	3,400,000	0	0	0	0
Offset for Current Year		(3,000,000)	0	3,000,000	0	0	0	0	0
Total General Government		65,000	566,113	501,113	3,450,000	50,000	50,000	50,000	50,000

City of Crosslake									
Capital Outlay - Budget vs Actual (Updated Through 10/31/2019)									
	2019 Budget	Total Cap-Ex. To Date	Over (Under) Budget to Date						
				2020	2021	2022	2023	2024	
DEPT 42110 Police Administration									
Squad Vehicles - Levy	60,000	53,161	(6,839)	115,000	65,235	66,214	67,207	68,215	
Office Computers	3,675	0	(3,675)	3,600	3,600	2,600	3,900	3,900	
Squad Computers	0	0	0	4,000	4,000	4,500	4,500	4,500	
Radio's	0	0	0	12,000	12,000	9,000	0	0	
Squad Equipment - Guns	0	425	425	0	0	0	4,000	0	
Office Server	0	0	0	13,000	0	0	0	0	
Trauma Kit	0	404	404	0	0	0	0	0	
Squad/Body Cameras	0	0	0	0	39,000	0	0	0	
Protective Vests	1,008	0	(1,008)	0	0	0	0	0	
Office Furniture/Other Equip	0	0	0	0	0	0	0	0	
-	0	0	0	0	0	0	0	0	
Total Police Administration	64,683	53,990	(10,693)	147,600	123,835	82,314	79,607	76,615	

City of Crosslake
Capital Outlay - Budget vs Actual (Updated Through 10/31/2019)

5.00% 2.00%

		2019 Budget	Total Cap-Ex. To Date	Over (Under) Budget to Date	2020	2021	2022	2023	2024
DEPT 42280 Fire Administration									
Large Equipment									
E1	Engine 1 (2015)	0	0	0	0	0	0	0	0
E2	Engine 2 (1996)	0	0	0	0	0	0	0	0
Engine/Ladder	Replace E2	0	0	0	0	650,000	0	0	0
T3	Tender (2013)	0	0	0	0	0	0	0	0
T4	Tender/Pumper (2004)	0	0	0	0	0	0	400,000	0
R1	Rescue 1	265,000	71,000	(194,000)	0	0	0	0	0
GR80	Grass Rig	0	0	0	0	0	0	0	0
R3	EMS/Drone	0	0	0	0	0	0	56,000	0
Command	EMS/Command	0	0	0	0	0	0	0	0
Polaris	Rescue	0	0	0	0	0	0	0	0
Zodiac	Water Rescue	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
Total Large Equipment		265,000	71,000	(194,000)	0	650,000	0	456,000	0
SCBA									
Total SCBA		0	0	0	0	0	0	0	0
ARMER RADIOS									
Total ARMER Radios		0	0	0	20,000	0	0	0	20,000
PPE									
PPE	32 Sets	6,000	0	(6,000)	9,000	10,000	10,000	11,000	11,000
Boots	32 Pair	1,000	0	(1,000)	1,000	1,000	10,000	1,000	1,000
Hoods	34	1,000	0	(1,000)	2,000	2,000	2,000	3,000	3,000
Gloves	34	1,000	1,149	149	1,000	1,000	1,000	1,000	1,000
Helmets	Helmets	1,000	1,913	913	1,000	1,000	1,000	1,000	1,000
Total PPE		10,000	3,062	(6,938)	14,000	15,000	24,000	17,000	17,000
Hose/Equipment									
LDH	100'	1,000	0	(1,000)	2,000	2,000	2,000	2,000	2,000
2.5	50' 4200'	1,000	10,097	9,097	1,000	1,000	1,000	2,000	2,000
1.75	50' 3500	1,000	0	(1,000)	2,000	2,000	2,000	3,000	3,000
Nozzle/Fittings		1,000	0	(1,000)	1,000	2,000	1,000	2,000	1,000
Total Hose/Equipment		4,000	10,097	6,097	6,000	7,000	6,000	9,000	8,000
EMS									
Medical Supplies		1,000	0	(1,000)	2,000	2,000	2,000	3,000	3,000
Other - ALUM Flat Bed Trailer		0	1,500	1,500	0	0	0	0	0
Other - Turnout Gear/Beanies		0	17,480	17,480	0	0	0	0	0
Total EMS		1,000	18,980	17,980	2,000	2,000	2,000	3,000	3,000
Total Fire Department		280,000	103,139	(176,861)	42,000	674,000	32,000	485,000	48,000

City of Crosslake														
Capital Outlay - Budget vs Actual (Updated Through 10/31/2019)														
DEPT 42500 Ambulance Services Total Ambulance Services	Over													
	Total Cap-Ex.		(Under)											
	To Date		Budget to											
	Date		Date											
	2019 Budget				2020		2021		2022		2023		2024	
	0		0		0		0		0		0		0	
	0		0		0		0		0		0		0	
	0		0		0		0		0		0		0	

City of Crosslake
Capital Outlay - Budget vs Actual (Updated Through 10/31/2019)

	2019 Budget	Total Cap-Ex. To Date	Over (Under) Budget to Date	2020	2021	2022	2023	2024
DEPT 43000 Public Works (General)								
Facilities, Vehicles, and Equipment								
- Joint Maintenance Facility								
Heaters	45,000	0	(45,000)	0	0	0	0	0
Pressure Washer	15,000	0	(15,000)	0	0	0	0	0
Floor Drain	50,000	0	(50,000)	50,000	0	0	0	0
Card Access	20,000	0	(20,000)	20,000	0	0	0	0
Replace Carpet	5,000	0	(5,000)	0	0	0	0	0
Temp Controls	0	0	0	10,000	0	0	0	0
Overhead Door	0	0	0	6,000	0	0	0	0
Lighting	0	0	0	10,000	0	0	0	0
Paint	0	0	0	24,000	0	0	0	0
Paint wash bay columns	0	0	0	2,500	0	0	0	0
Duct clean	0	0	0	5,000	0	0	0	0
Gates	0	0	0	55,000	0	0	0	0
Containment brine	0	0	0	7,500	0	0	0	0
Salt Shed Addition	0	0	0	0	50,000	0	0	0
Repair current salt shed	0	0	0	0	50,000	125,000	125,000	125,000
Future	0	0	0	0	0	0	0	0
Salt/Sand Building	0	0	0	0	0	0	0	0
Land Behind Existing Shop	14,842	0	(14,842)	0	0	0	0	0
Total Joint Maintenance	149,842	0	(149,842)	190,000	100,000	125,000	125,000	125,000
Other - Apply towards land if available								
Reconstruction/New								
- Additional Garage Space	0	0	0	0	0	0	1,875,000	0
- Additional Cold Storage Space	0	0	0	0	0	0	2,700,000	0
Total Reconstruction/New	0	0	0	0	0	0	4,575,000	0
Vehicles and Equipment								
Miscellaneous Items	0	10,521	10,521	25,000	25,000	25,000	25,000	75,000
Replace Sweeper	0	0	0	50,000	0	0	0	0
Replace 2006 MAC Dump Truck and Attachments	0	0	0	0	250,000	250,000	0	0
Xmark Lawnmower	0	0	0	0	0	0	0	0
2019 Mini X Backhoe	50,000	50,393	393	0	0	0	0	0
Replace 2006 MAC Dump Truck and Attachments	0	0	0	0	0	0	0	0
Net of Est. Trade-in-Value-for Backhoe	51,000	0	(51,000)	51,000	0	0	0	0
2019 Pickup Truck and Utility Box	15,000	0	(15,000)	0	0	0	0	0
2019 Ditch Mower for Cat	9,000	0	(9,000)	0	0	0	0	0
2018 Box Blade	0	0	0	45,000	0	0	0	0
Replace Water Truck	0	0	0	0	45,000	0	0	0
Purchase Road Patch Trailer	0	0	0	0	0	0	0	0
Total Vehicles and Equipment	125,000	60,915	(64,085)	171,000	320,000	275,000	25,000	75,000
Total Facilities, Vehicles and Equipment	274,842	60,915	(213,928)	361,000	420,000	400,000	4,725,000	200,000

City of Crosslake
Capital Outlay - Budget vs Actual (Updated Through 10/31/2019)

		2019 Budget		Total Cap-Ex. To Date	Over (Under) Budget to Date						
						2020	2021	2022	2023	2024	
Reconstruction/New	6025	New	255,000	82,821	(172,178.64)	172,180	0	0	0	0	
	1450	- Perkins Ln	0	0	0	0	49,300	0	0	0	
	6625	- Rushmoor Blvd	0	0	0	0	225,250	0	0	0	
	3900	- Harbor Ln (N-S Segment)	0	0	0	0	0	132,600	0	0	
	2400	- Brookwood Circle	0	0	0	0	0	81,600	0	0	
	7650	- Arrowhead Ln	0	0	0	0	0	260,100	0	0	
	5050	- Sunrise Blvd	0	0	0	0	0	171,700	0	0	
	4250	- Sunrise Island Rd	0	0	0	0	0	144,500	0	0	
	2850	- Lake St	0	0	0	0	0	96,900	0	0	
	3450	- Wild Wind Ranch Dr	117,300	0	0	(117,300)	117,300	0	0	0	
	3130	- Anderson Ct	0	0	0	0	0	0	106,420	0	
	5100	- Shafer Road	0	0	0	0	0	0	173,400	0	
	1970	- Anderson Dr	0	0	0	0	0	0	66,980	0	
	1900	- Eagle St	0	0	0	0	0	0	64,600	0	
	2320	- Silver Peak Rd	0	0	0	0	0	0	0	0	
	9300	- Birch Narrows Rd	0	0	0	0	0	0	0	78,880	
	9200	- Robert St	0	0	0	0	0	0	0	316,200	
	17200	- Big Pine Trail	0	0	1,350	1,350	584,800	0	0	0	
		Assessments	0	2,400	1,200	(1,200)	0	0	0	0	0
	Total Reconstruction/New			374,700	85,371	(289,329)	874,280	534,650	691,900	346,800	395,080
Total Roads			519,700	217,091	(302,609)	1,331,280	771,650	812,900	431,800	913,415	

City of Crosslake
Capital Outlay - Budget vs Actual (Updated Through 10/31/2019)

		5.00%		2.00%					
		2019 Budget	Total Cap-Ex. To Date	Over (Under) Budget to Date	2020	2021	2022	2023	2024
Trails									
Crack Sealing									
- Crack sealing									
Manhattan Point Blvd (West)	8000	10,000	0	(10,000)	0	0	0	0	0
Manhattan Point Blvd (East)	4000	0	0	0	5,000	0	0	0	0
CSAH 66 (Dam to Daggett)	11020	0	0	0	14,000	0	0	0	0
Total Trails - Crack sealing		10,000	0	(10,000)	19,000	0	0	0	0
Reconstruction/New									
- Perkins Road Trail	2200	132,000	0	(132,000)	0	0	0	0	0
- CSAH 66 (Daggett to CR16)	1250	0	0	0	0	0	75,000	0	0
- CSAH 66 (CSAH 16 to MHPT)	6600	0	0	0	0	0	0	396,000	0
Total Trails - Reconstruction/New		132,000	0	(132,000)	0	0	75,000	396,000	0
Total Trails		142,000	0	(142,000)	19,000	0	75,000	396,000	0
Bridges									
Maintenance									
- Milinda Bridge Rails/Delineators		0	0	0	3,000	0	0	0	0
- Sunrise Island Seal Deck Seams		0	0	0	1,000	0	0	0	0
- Ongoing Bridge Maintenance		1,000	0	(1,000)	1,000	1,000	1,000	1,000	1,000
Total Maintenance - Bridges		1,000	0	(1,000)	5,000	1,000	1,000	1,000	1,000
Reconstruction/New									
- Replace Railing		0	0	0	0	0	0	0	0
Total Bridges - Reconstruction/New		0	0	0	0	0	0	0	0
Total Bridges		1,000	0	(1,000)	5,000	1,000	1,000	1,000	1,000
Storm Water									
Maintenance									
- Separator Maintenance/Vac		2,500	0	(2,500)	0	2,500	0	2,500	0
Total Storm Water Maintenance		2,500	0	(2,500)	0	2,500	0	2,500	0
Reconstruction/New									
- MHPT Blvd/CSAH 66 Project		475,000	0	(475,000)	0	0	0	0	0
		(475,000)	0	475,000	0	0	0	0	0
		70,000	17,049	(52,951)	50,000	0	0	0	0
Total Reconstruction/New		70,000	17,049	(52,951)	50,000	0	0	0	0
Total Storm Sewer		72,500	17,049	(55,451)	50,000	2,500	0	2,500	0
TOTAL PUBLIC WORKS		1,010,042	295,055	(714,987)	1,766,280	1,195,150	1,288,900	5,556,300	1,114,415

City of Crosslake Capital Outlay - Budget vs Actual (Updated Through 10/31/2019)									
	2019 Budget	Total Cap-Ex. To Date	Over (Under) Budget to Date	2020	2021	2022	2023	2024	
DEPT 43100 Cemetery									
Irrigation System	1,000	0	(1,000)	5,000	50,000	50,000	5,000	5,000	
Total Cemetery	1,000	0	(1,000)	5,000	50,000	50,000	5,000	5,000	

City of Crosslake									
Capital Outlay - Budget vs Actual (Updated Through 10/31/2019)									
	2019 Budget	Total Cap-Ex. To Date	Over (Under) Budget to Date	5.00% 2.00%					
				2020	2021	2022	2023	2024	
DEPT 45100 Park and Recreation									
Computer Equipment	2,799	0	(2,799)	2,939	3,086	3,240	3,402	0	0
Irrigation Pumps & Related Improvements	0	0	0	10,000	5,000	0	0	0	0
Replace Copiers	0	4,035	4,035	0	0	0	0	8,000	0
Replace Mower and Deck	0	0	0	35,000	0	0	0	0	0
South Bay Park	0	0	0	4,061	0	0	0	0	0
South Bay Park	0	0	0	0	0	8,000	0	0	0
South Bay Park	0	0	0	0	0	20,260	0	0	0
Funded by Donations and Park Dedication Fees									
Bathrooms	0	0	0	0	0	0	30,598	0	0
Picnic Shelter - 50% Funded with Donations	0	0	0	0	0	0	0	90,000	0
Park Playground - \$35K Funded By PAL	0	0	0	0	0	0	0	0	0
Swimming Beach Phase II - Park Dedication Fees and Donations	0	0	0	0	0	0	0	0	0
Walking Trails Phase I - Park Dedication Fees	0	0	0	0	0	0	0	0	0
Other Improvements - Donations	0	0	0	0	0	0	0	0	0
24 Stall Parking	0	0	0	0	0	0	0	0	0
Turf and Landscape Improvements	0	0	0	0	0	0	0	0	0
Agra-Lime, 2018 Ball diamond bases	0	632	632	2,500	0	0	0	0	0
2 Meeting Rooms, Cardio Room & Office	10,000	0	(10,000)	0	0	0	0	0	0
Two Units Per Year	0	0	0	0	24,000	12,000	24,000	0	0
Indoor/Outdoor Surveillance Cameras	0	0	0	0	15,000	0	0	0	0
Replace Truck and Plow (New)	0	0	0	0	39,414	0	0	0	0
Senior Meals	0	0	0	3,000	0	0	0	0	0
Senior Meals	0	0	0	0	0	0	0	0	0
Gas Line	0	0	0	0	0	10,000	0	0	0
Replace Tractor/Loader	0	0	0	0	0	35,000	0	0	0
Parking Lot Upgrades/Repairs	0	0	0	0	0	0	20,000	0	0
Replace	0	0	0	0	0	0	17,000	0	0
Treadmills/Elliptical/Exercise Equipment	0	0	0	0	0	0	0	0	0

City of Crosslake
Capital Outlay - Budget vs Actual (Updated Through 10/31/2019)

5.00% 2.00%

	2019 Budget	Total Cap-Ex. To Date	Over (Under) Budget to Date	2020	2021	2022	2023	2024
DEPT 45500 Library								
Miscellaneous Items	500	491	(9)	500	500	500	500	600
Replace Patio Shade Feature	0	0	0	0	8,000	0	0	0
Replace Patio Furniture	0	0	0	0	0	0	0	0
Computers/Software	2,798	4,168	1,370	2,938	3,085	3,239	3,401	3,571
Total Library	3,298	4,659	1,361	3,438	11,585	3,739	3,901	4,171
TOTAL GENERAL FUND	1,527,264	1,047,347	(479,917)	5,574,936	2,200,434	1,605,285	6,285,132	1,435,851
DEPT 43200 Sewer								
Sewer Extensions	1,100,000	0	(1,100,000)	0	0	0	0	0
Miscellaneous Items	100,000	2,303	(97,697)	6,100	0	0	0	6,405
Maintenance								
- Lift Station Rehabilitation	100,000	0	(100,000)	0	0	0	0	0
- Paint and Repair Clarifier	0	0	0	50,000	50,000	50,000	50,000	50,000
- Ongoing Plant Maintenance	0	0	0	0	200,000	0	0	0
Reconstruction/New								
- Moonlight Bay Extension	0	0	0	0	0	100,000	100,000	100,000
- Daggett Bay Road Extension	0	17,306	17,306	1,300,000	0	0	0	0
- East Shore Road Extension	0	0	0	160,000	0	0	0	0
- Wildwood Extension	0	600	600	0	0	0	0	0
- Norway/Brook St/Kimball Rd	0	0	0	0	0	0	0	0
- WWTF	0	78,650	78,650	150,000	0	0	0	0
- Bio-Solids	0	0	0	0	1,000,000	0	0	0
On-Site Treatment								
	0	0	0	0	0	0	0	0
TOTAL SEWER FUND	1,300,000	98,858	(1,201,142)	1,666,100	1,250,000	150,000	150,000	156,405
TOTAL FOR CITY	2,827,264	1,146,205	(1,681,059)	7,241,036	3,450,434	1,755,285	6,435,132	1,592,256
	2,827,264							
	0							

City of Crosslake Capital Outlay - Budget vs Actual (Updated Through 10/31/2019)									
	2019 Budget	Total Cap-Ex. To Date	Over (Under) Budget to Date	2020	2021	2022	2023	2024	
				5.00%	2.00%				
Adjustments to Current Year Budget (2019)									
Estimated Remainder of City Hall/Police Hall Project	2,440,582								
Estimated Remaining Project Costs for Storm Water Improvements	405,000								
Purchase Land For Parking Lot	190,000								
Remove 2019 Sewer Extension	0 0 (1,200,000)								
Revised Totals	4,662,846			7,241,036	3,450,434	1,755,285	6,435,132	1,592,256	
Proposed Funding Sources - Original Budget									
Balance with Cash or (Generate Cash)	120,000			568,056	(363,216)	(237,875)	141,734	(158,424)	
Levy Adjustment to fund future years or to make debt service payments				0	325,000	325,000		0	
Current Year Levy	927,774			875,000	775,000	625,000	617,500	609,775	
Spend Down Debt Proceeds issued in 2019	0			3,400,000	0	0	0	0	
Grants/Other Cost Share Arrangements	0			0	0	0	0	0	
Donations/Fund Raising	40,000			0	8,000	20,260	30,598	45,000	
Equipment Certificates - Public Works	0			0	0	0	0	0	
Equipment Certificates - Fire Trucks	0			0	650,000	0	456,000	0	
Debt Proceeds	1,739,490			0	0	0	0	0	
Debt Proceeds	0			1,097,980	705,650	772,900	356,800	830,680	
Sewer Revenue Bonds	0			1,300,000	1,250,000	0	0	0	
Public Works Upgrades	0			0	0	0	4,575,000	0	
Sales Tax at 1/2 of 1%	1.03 Used 3% Inflation factor beginning in 2023				100,000	250,000	257,500	266,225	
Total Funding Sources - Original Budget	2,827,264			7,241,036	3,450,434	1,755,285	6,435,132	1,592,256	
Funding Revisions									
Debt Proceeds	(1,200,000)								
Grants/Reimbursements	405,000								
Existing Cash	190,000								
Existing Cash - Adjust for \$ already spent	1,127,912								
Reimbursement Bonds	3,700,000								
Unspent Debt Proceeds Plus Reserves	(2,000,000)								
Revised Funding Totals	5,050,176			7,241,036	3,450,434	1,755,285	6,435,132	1,592,256	
	(387,330)			0	0	0	0	0	

CITY OF CROSSLAKE
Revenues Detail BU 2019

Act Code	SRC Descr	2018 ACTUAL	2019 YTD ACTUAL 6/30/2019	2019 Adopted Budget	2020	2020
					Proposed Budget Estimate 12/09/2019	Budget Revisions From 11/21/2019
FUND 101 GENERAL FUND						
101-31000	General Property Taxes	3,072,488	1,543,659	3,218,300	3,465,861	3,465,861
	Tax Increment Crosswoods	-	-	-	-	-
101-31101	County Payment Joint Facility	113,266	106,546	111,116	111,725	111,725
101-31300	Emergency Services Levy	(20)	-	-	-	-
101-31305	2003 Joint Facility Levy	(62)	-	-	-	-
101-31310	2012 Series A Levy - New	122,176	-	123,884	123,275	123,275
101-31800	Other Taxes	4,976	187	1,500	1,500	1,500
101-31900	Penalties and Interest DelTax	3,035	355	2,500	2,500	2,500
101-32110	Alcoholic Beverages	14,100	-	16,000	13,500	13,500
101-32111	Club Liquor License	500	-	500	500	500
101-32112	Beer and Wine License	875	-	100	100	100
101-32180	Other Licenses/Permits	2,205	50	200	200	200
101-33400	State Grants and Aids	145,354	-	500	500	500
101-33401	Local Government Aid	-	-	-	-	-
101-33402	Homestead Credit	374	-	-	-	-
101-33403	Mobile Home Homestead Credit	-	-	-	-	-
101-33406	Taconite Homestead Credit	-	-	-	-	-
101-33416	Police Training Reimbursement	4,785	-	2,000	2,000	2,000
101-33417	Police State Aid	43,500	-	33,000	33,000	33,000
101-33418	Fire State Aid	38,678	1,000	38,000	38,000	38,000
101-34419	Fire Training Reimbursement	12,571	4,299	5,000	5,000	5,000
101-33420	Insurance Premium Reimburse	5,320	-	-	-	-
101-33422	PERA State Aid	1,181	-	1,181	2,979	2,979
101-33423	Insurance Claim Reimbursement	-	-	-	-	-
101-33650	Recycling Grant	29,200	29,200	29,200	-	-
101-34000	Charges for Services	563	212	500	500	500
101-34010	Sale of Maps and Publications	130	30	100	100	100
101-34050	Candidate Filing Fees	14	-	20	20	20
101-34103	Zoning Permits	53,200	22,225	30,000	30,000	30,000
101-34104	Plat Check Fee/Subdivision Fee	6,550	5,450	1,500	1,500	1,500
101-34105	Variances and CUPS/IUPS	14,000	5,000	9,000	9,000	9,000
101-34106	Sign Permits	250	150	500	500	500
101-34107	Assessment Search Fees	880	390	800	800	800
101-34108	Zoning Misc/Penalties	1,100	600	-	-	-
101-34109	Zoning Reimb Eng/Legal/Survey	-	-	-	-	-
101-34110	TIF/JOBZ Pre Application Fee	-	-	-	-	-
101-34111	Driveway Permits	-	-	-	-	-
101-34112	Septic Permits	11,700	5,500	5,000	5,000	5,000
101-34113	Landscape License Fee	-	-	-	-	-
101-34114	Zoning Map/Ordinance Amendment	-	-	-	-	-
101-34201	Fire Department Donations	5,253	2,739	200	200	200
101-34202	Fire Protection and Calls	28,949	31,577	30,000	30,000	30,000
101-34206	Animal Control Fees	-	-	-	-	-
101-34207	House Burning Fee	2,800	-	1,500	1,500	1,500
101-34210	Police Contracts	52,000	13,500	54,733	55,742	55,742
101-34211	Police Donations	5,075	50	-	-	-
101-34213	Police Receipts	3,844	618	5,000	5,000	5,000
101-34214	Tac Team Donations	-	-	-	-	-
101-34215	Pass Thru Donations	11,520	6,500	-	-	-
101-34300	E911 Signs	3,100	1,400	1,000	1,000	1,000
101-34700	Park & Rec Donation	135	686	300	300	300
101-34701	Halloween Donations	-	-	-	-	-
101-34711	Taxable Merchandise/Rentals	780	551	200	200	200
101-34740	Park Concessions	139	35	500	500	500
101-34741	Gen Gov t Concessions	858	587	100	100	100
101-34742	Park Concessions - Food	-	-	-	-	-

CITY OF CROSSLAKE
Revenues Detail BU 2019

Act Code	SRC Descr	2018 ACTUAL	2019 YTD ACTUAL 6/30/2019	2019 Adopted Budget	2020 Proposed Budget Estimate 12/09/2019	Budget Revisions From 11/21/2019	2020 Preliminary Budget Estimate 11/21/2019
101-34743	Public Works Concessions	-	-	-	-	-	-
101-34744	Fire Department Concessions	-	-	-	-	-	-
101-34750	CCC/Park User Fee	4,949	1,679	4,000	4,000	-	4,000
101-34751	Shelter/Beer/Wine Fees	189	-	300	300	-	300
101-34760	Library Cards	1,207	570	500	500	-	500
101-34761	Library Donations	16	20	500	500	-	500
101-34762	Library Copies	427	213	300	300	-	300
101-34763	Library Events (Book Sale - August)	4,569	1,333	5,000	5,000	-	5,000
101-34764	Library Miscellaneous	2	-	50	50	-	50
101-34765	Summer Reading Program	195	150	300	300	-	300
101-34766	Library Luncheon	-	-	-	-	-	-
101-34767	New York Times Best Seller Pro	-	-	-	-	-	-
101-34768	PAL Foundation - Library	1,818	-	250	250	-	250
101-34769	PAL Foundation - Park	3,664	3,404	3,000	3,000	-	3,000
101-34770	Silver Sneakers	14,712	7,972	9,000	9,000	-	9,000
101-34790	Park Dedication Fees	54,000	30,000	4,500	4,500	-	4,500
101-34800	Tennis Fees	1,513	1,876	1,500	1,500	-	1,500
101-34801	Recreational-Program	555	140	3,000	3,000	-	3,000
101-34802	Softball/Baseball Fees	485	495	1,000	1,000	-	1,000
101-34803	Recreation-Misc. Receipts	105	36	1,000	1,000	-	1,000
101-34805	Aerobics Fees	814	-	-	-	-	-
101-34806	Weight Room Fees	37,979	18,991	30,000	30,000	-	30,000
101-34807	Volleyball Fees	836	264	750	750	-	750
101-34808	Silver Sneakers (Silver and Fit)	13,035	5,369	13,000	13,000	-	13,000
101-34809	Soccer Fees	2,796	-	1,500	1,500	-	1,500
101-38410	Pickle Ball	5,427	5,676	8,000	8,000	-	8,000
101-34910	Transit Revenue	-	-	-	-	-	-
101-34940	Cemetery Lots	9,500	2,000	3,000	3,000	-	3,000
101-34941	Cemetery Openings	6,100	2,450	3,500	3,500	-	3,500
101-34942	Cemetery Other	1,150	600	450	450	-	450
101-34950	Public Works Revenue	325	1,933	1,500	1,500	-	1,500
101-34952	County Joint Facility Payments	30,765	6,956	45,000	45,000	-	45,000
101-34953	Recycling Revenues	1,850	412	50	50	-	50
101-35100	Court Fines	15,832	6,003	10,000	10,000	-	10,000
101-35103	Library Fines	402	188	600	600	-	600
101-35105	Restitution Receipts	2,029	2,979	1,000	1,000	-	1,000
101-36200	Miscellaneous Revenues	3,233	1,203	5,000	5,000	-	5,000
101-36201	Misc Reimbursements	-	-	-	-	-	-
101-36202	Library Grants	5,000	5,000	5,000	5,000	-	5,000
101-36210	Interest Earnings	137,378	87,292	60,500	60,500	-	60,500
101-36230	Contributions and Donations	-	-	-	-	-	-
101-36254	Sp Assess Prin-Bridges	10,582	-	6,909	6,909	-	6,909
101-36255	Sp Assess Int-Bridges	1,470	-	1,063	1,063	-	1,063
	Sp Assess Prin-USACE	10,078	-	5,790	5,790	-	5,790
	Sp Assess Int-USACE	1,551	-	913	913	-	913
101-38050	Telephone Fees	-	-	-	-	-	-
101-38051	Telephone True-Up	-	-	-	-	-	-
101-38052	Telephone Miscellaneous Rev	-	-	-	-	-	-
101-39101	Sales of General Fixed Assets	-	16,105	-	-	-	-
101-39200	Operating Transfers	-	-	-	-	-	-
101-39204	Transfer Frm Needs Assess Fund	-	-	-	-	-	-
	Bonds	-	-	-	-	-	-
101-39230	Proceeds - Bonds/Grants	695,000	-	539,490	1,097,980	-	1,097,980
101-39330	Proceeds from Capital Lease	-	-	-	-	-	-
101-39400	Bond Premium	-	-	-	-	-	-
101-39700	Capital Contrib from CU	-	-	-	-	-	-
Total Fund 1 Total General Fund		4,898,880	1,994,402	4,501,148	5,278,307	-	5,278,307

CITY OF CROSSLAKE
Revenues Detail BU 2019

					2020 Proposed Budget Estimate 12/09/2019	Budget Revisions From 11/21/2019	2020 Preliminary Budget Estimate 11/21/2019
Act Code	SRC Descr	2018 ACTUAL	2019 YTD ACTUAL 6/30/2019	2019 Adopted Budget			
FUND 301 DEBT SERVICE FUND							
301-31000	General Property Taxes	(112)	-	-	-	-	-
		-	-	-	-	-	-
301-31100	REA Loan Payment	-	-	-	-	-	-
301-31101	County Payment Joint Facility	-	-	-	-	-	-
301-31200	Community Ctr Levy Refund 2002	(43)	-	-	-	-	-
301-31300	Emergency Services Levy	-	-	-	-	-	-
301-31301	1999 Series A Levy	-	-	-	-	-	-
301-31302	1999 Series B Levy	(79)	-	-	-	-	-
301-31303	2001 Series A Levy	(16)	-	-	-	-	-
301-31304	2002 Series A Levy	(12)	-	-	-	-	-
301-31305	2003 Joint Facility Levy	-	-	-	-	-	-
301-31306	2003 Disposal System Levy	-	-	-	-	-	-
301-31307	2004 Series A Levy	(57)	-	-	-	-	-
301-31308	2006 Series B Levy	446	-	-	-	-	-
301-31309	2006 Series C Levy	(39)	-	-	-	-	-
301-31310	2012 Series A Levy	-	-	-	-	-	-
301-31311	2015 Equipment Certificates	153,736	-	155,127	-	-	-
	2017 GO Sewer Rev Imp Bonds	-	-	-	-	-	-
	2018 Roads - Estimated Bond Levy	-	-	105,000	104,292	-	104,292
	Bonds	-	-	-	270,483	-	270,483
301-31900	Penalties and Interest DelTax	271	-	-	-	-	-
301-36240	SpAssess Prin Edgewater 2004	(460)	-	-	-	-	-
Total Fund 3 Total Debt Service Fund		153,635	-	260,127	374,775	-	374,775

CITY OF CROSSLAKE
Revenues Detail BU 2019

					2020 Proposed Budget Estimate 12/09/2019	Budget Revisions From 11/21/2019	2020 Preliminary Budget Estimate 11/21/2019
Act Code	SRC Descr	2018 ACTUAL	2019 YTD ACTUAL 6/30/2019	2019 Adopted Budget			
FUND 405 TAX INCREMENT FINANCE PROJECTS							
405-31056	Tax Increment 1-9 C&J Develop	12,480	-	11,000	11,000	-	11,000
<i>Total Fund 4 Total TIF Fund</i>		<i>12,480</i>	<i>-</i>	<i>11,000</i>	<i>11,000</i>	<i>-</i>	<i>11,000</i>

CITY OF CROSSLAKE
Revenues Detail BU 2019

					2020 Proposed Budget Estimate 12/09/2019	Budget Revisions From 11/21/2019	2020 Preliminary Budget Estimate 11/21/2019
Act Code	SRC Descr	2018 ACTUAL	2019 YTD ACTUAL 6/30/2019	2019 Adopted Budget			
FUND 502 ECONOMIC DEVELOPMENT FUND							
502-31100	General Property Taxes	12,467	-	8,500	-	-	-
	Pass Through Donations	1,575	-	-	-	-	-
Total Fund 5 Total EDA FUND		14,042	-	8,500	-	-	-
FUND 601 SEWER OPERATING FUND							
601-33423	Insurance Claim Reimbursement	-	-	-	-	-	-
601-34410	Unallocated Reserves	337	137	-	-	-	-
601-36104	Penalty & Interest	1,440	1,059	1,000	1,000	-	1,000
601-36200	Miscellaneous Revenues	1,594	399	1,000	1,000	-	1,000
601-36201	Misc Reimbursements	-	-	-	-	-	-
601-36210	Interest Earnings	1,161	-	-	-	-	-
601-37200	User Fee	281,230	144,021	260,000	280,000	-	280,000
601-37250	Sewer Connection Payments	194,333	6,500	12,000	12,000	-	12,000
601-37500	Capital Contribution/Bonds	-	-	-	-	-	-
601-39200	Operating Transfers	1,500,000	-	-	-	-	-
601-39204	Transfer Frm Needs Assess Fund	-	-	-	-	-	-
	Proceeds Bonds	-	-	1,200,000	1,300,000	-	1,300,000
Total Fund 6 Total Sewer Operating		1,980,094	152,115	1,474,000	1,594,000	-	1,594,000
FUND 651 SEWER RESTRICTED SINKING FUND							
651-31306	2003 Disposal System Levy	221,457	-	221,000	221,000	-	221,000
651-31312	2017 Sewer Improvement - Levy Est.	116,890	-	118,776	121,228	-	121,228
651-33402	Homestead Credit	-	-	-	-	-	-
651-36104	Penalty & Interest	-	-	1,500	1,500	-	1,500
651-36200	Miscellaneous Revenues	-	-	-	-	-	-
651-36201	Misc Reimbursements	-	-	-	-	-	-
651-36210	Interest Earnings	-	-	500	500	-	500
651-37250	Sewer Connection Payments	-	-	-	-	-	-
651-39200	Operating Transfers/Bonds	-	-	-	-	-	-
Total Fund 6 Total Sewer Restricted Fund		338,348	-	341,776	344,228	-	344,228
TOTAL REVENUE		7,397,480	2,146,517	6,596,551	7,602,310	-	7,602,310

CITY OF CROSSLAKE
EXPENDITURES - Detail

	2018 ACTUAL	2019 YTD ACTUAL 6/30/2019	2019 Adopted Budget	2020 Proposed Budget Estimate 12/09/2019	Budget Revisions From 11/21/2019	2020 Preliminary Budget Estimate 11/21/2019
COUNCIL						
Wages and Salaries Dept Head	25,540.00	13,420	27,000	27,000	-	27,000
FICA	1,949.52	1,027	2,066	2,066	-	2,066
Workers Comp Insurance	92.26	92	131	120	-	120
Instruction Fees	400.00	450	1,500	1,500	-	1,500
Communications-Cellular	-	-	-	-	-	-
Travel Expenses	672.10	317	1,500	1,500	-	1,500
Advertising	-	-	-	-	-	-
Insurance	-	-	150	150	-	150
Miscellaneous	79.18	-	706	706	-	706
Dues and Subscriptions	30.00	-	-	-	-	-
Total Council	28,763.06	15,306	33,053	33,042	-	33,042
ADMINISTRATION						
Wages	161,620.93	86,006	175,565	176,688	-	176,688
PERA	12,163.17	6,450	12,886	13,252	-	13,252
FICA	11,328.71	5,908	13,144	13,517	-	13,517
Employer Paid Health	37,372.80	19,778	39,245	42,188	-	42,188
Employer Paid Disability	1,403.57	759	1,440	1,517	-	1,517
Employer Paid Dental	2,064.00	1,032	2,064	2,064	-	2,064
Employer Paid Life	134.40	67	134	134	-	134
Deferred Compensation	1,300.00	650	1,300	1,300	-	1,300
Workers Comp Insurance	1,652.76	1,287	2,244	1,670	-	1,670
Health Savings Account	12,000.00	6,000	12,000	12,000	-	12,000
Office Supplies	1,391.88	806	1,800	1,800	-	1,800
Instruction Fees	578.00	1,010	2,000	2,000	-	2,000
Operating Supplies	1,125.63	364	1,500	1,500	-	1,500
Repair/Maint Supply - Equip	4,761.63	948	3,834	3,834	-	3,834
Auditing and Acct g Services	-	-	-	-	-	-
Communications	2,963.16	1,323	4,000	4,000	-	4,000
Postage	619.07	184	1,000	1,000	-	1,000
Travel Expenses	207.10	420	1,500	1,500	-	1,500
Vehicle Expense	-	-	-	-	-	-
Advertising	-	-	-	-	-	-
Newsletter Expenditures	-	-	-	-	-	-
Legal Notices Publishing	816.00	221	1,000	1,000	-	1,000
Office Equipment Rental/Repair	-	-	800	800	-	800
Miscellaneous	-	-	500	500	-	500
Dues and Subscriptions	866.50	360	850	850	-	850
Sales Tax	-	7	100	100	-	100
Capital Outlay	1,378.42	-	4,221	10,559	-	10,559
Principal - Copier Lease	815.95	416	835	835	-	835
Interest	48.05	16	29	29	-	29
Total Administration	256,611.73	134,013	283,992	294,637	-	294,637
ELECTIONS						
Services	3,285.00	-	4,500	4,500	-	4,500
FICA	-	-	344	344	-	344
Operating Supplies	-	-	75	75	-	75
Legal Notices Publishing	29.75	-	75	75	-	75
Office Equipment Rental/Repair	-	-	75	75	-	75
Miscellaneous	658.23	-	131	131	-	131
Capital Outlay	-	-	-	-	-	-
Total Elections	3,972.98	-	5,200	5,200	-	5,200
AUDIT/LEGAL SERVICES						
Auditing and Acct g Services	28,755.00	26,165	32,000	32,000	-	32,000
Legal Fees (Civil)	5,250.00	3,210	7,000	7,000	-	7,000
Legal Fees (Labor)	7,615.27	3,246	10,000	10,000	-	10,000
Total Audit/Legal Services	41,620.27	32,621	49,000	49,000	-	49,000

CITY OF CROSSLAKE
EXPENDITURES - Detail

	2018 ACTUAL	2019 YTD ACTUAL 6/30/2019	2019 Adopted Budget	2020 Proposed Budget Estimate 12/09/2019	Budget Revisions From 11/21/2019	2020 Preliminary Budget Estimate 11/21/2019
PLANNING AND ZONING						
Wages	-	-	-	120,718	-	120,718
PERA	-	-	-	9,054	-	9,054
FICA	-	-	-	9,235	-	9,235
Employer Paid Health	-	-	-	42,188	-	42,188
Employer Paid Disability	-	-	-	1,200	-	1,200
Employer Paid Dental	-	-	-	2,064	-	2,064
Employer Paid Life	-	-	-	134	-	134
Deferred Compensation	-	-	-	650	-	650
Unemployment	-	-	-	-	-	-
Workers Comp Insurance	-	-	-	-	-	-
Health Savings Account	-	-	-	12,000	-	12,000
Office Supplies	672.45	210	700	700	-	700
Instruction Fees	-	307	600	600	-	600
Operating Supplies	871.36	-	1,500	1,500	-	1,500
Motor Fuels	-	-	-	-	-	-
Repair/Maint Supply - Equip	3,671.87	948	3,934	3,934	-	3,934
Repair/Maint Vehicles	-	-	-	-	-	-
Uniform Allowance	-	-	-	1,000	-	1,000
Engineering Fees	700.00	330	2,500	2,500	-	2,500
Legal Fees (Civil)	2,844.70	1,515	5,000	5,000	-	5,000
Legal/Eng - Developer/Criminal	-	-	1,500	1,500	-	1,500
Surveyor	-	-	1,000	1,000	-	1,000
Communications	2,397.05	993	3,500	3,500	-	3,500
Postage	591.05	184	500	500	-	500
Travel Expenses	-	-	1,000	5,500	-	5,500
Travel Expense- P&Z Comm	4,655.00	1,365	1,500	1,500	-	1,500
Advertising	-	-	100	100	-	100
Legal Notices Publishing	1,787.16	644	2,000	2,000	-	2,000
Filing Fees	1,308.00	230	1,500	1,500	-	1,500
Mapping	-	-	-	-	-	-
Insurance	-	-	500	500	-	500
Office Equipment Rental/Repair	-	-	860	860	-	860
Miscellaneous	-	-	500	500	-	500
Dues and Subscriptions	1.00	-	-	-	-	-
Enhanced 911	-	-	-	-	-	-
Sales Tax	14.00	-	-	-	-	-
Refund	625.00	10	500	500	-	500
Consultant Fees	203,184.00	101,592	203,184	-	-	-
Capital Outlay	1,552.06	-	4,221	10,559	-	10,559
Principal - Copier Lease	815.95	416	835	835	-	835
Interest	48.05	16	29	29	-	29
Total Planning and Zoning	225,738.70	108,760	237,463	243,360	-	243,360

CITY OF CROSSLAKE
EXPENDITURES - Detail

	2018 ACTUAL	2019 YTD ACTUAL 6/30/2019	2019 Adopted Budget	2020 Proposed Budget Estimate 12/09/2019	Budget Revisions From 11/21/2019	2020 Preliminary Budget Estimate 11/21/2019
GENERAL GOVERNMENT						
Health Insurance - Retirees	(899.07)	662	-	-	-	-
Dental Insurance - Retirees	207.75	327	125	125	-	125
Workers Comp Insurance	-	-	-	-	-	-
Health Savings Account	-	-	-	-	-	-
Operating Supplies	2,188.90	2,143	2,500	2,500	-	2,500
Repair/Maint Supply - Equip	163.30	248	-	-	-	-
Bldg Repair Suppl/Maintenance	6,795.91	682	4,000	4,000	-	4,000
Signs	-	-	500	500	-	500
Concessions - Pop	448.09	222	300	300	-	300
Architects Fees	-	-	250	250	-	250
Engineering Fees	-	4,500	750	750	-	750
Security Monitoring	1,039.50	324	800	800	-	800
Background Checks	-	-	-	-	-	-
Newsletter Expenditures	-	-	-	-	-	-
Legal Notices Publishing	376.13	-	250	250	-	250
Ordinance Codification	2,230.62	976	5,000	5,000	-	5,000
Insurance	22,657.75	22,328	26,500	26,500	-	26,500
Electric Utilities	11,448.00	4,641	14,500	14,500	-	14,500
Gas Utilities	3,236.08	2,032	4,500	4,500	-	4,500
Refuse/Garbage Disposal	635.30	256	500	500	-	500
Sewer Utility	768.00	400	600	600	-	600
Generator Expense	-	-	1,500	1,500	-	1,500
Cleaning Services	8,410.00	4,245	9,600	9,600	-	9,600
Miscellaneous	6,298.42	4,755	2,500	2,500	-	2,500
Dues and Subscriptions	5,584.65	1,829	3,500	3,500	-	3,500
Brainerd Lakes Area Dev Corp - (See EI	-	-	-	-	-	-
Initiative Foundation	1,650.00	1,650	1,650	1,650	-	1,650
Emergency Mgmt Expense	1,087.40	1,364	2,000	2,000	-	2,000
Telephone Co Reimb Expense	-	-	-	-	-	-
Enhanced 911	-	-	300	300	-	300
Safety Prog/Equipment	5,714.12	3,395	10,500	10,500	-	10,500
Sales Tax	-	-	50	50	-	50
Transportation Plan	-	-	-	-	-	-
Animal Control	-	-	500	500	-	500
Cobra Payments	-	-	-	-	-	-
Health Comm Program Expense	5,200.00	-	-	-	-	-
Refund	-	-	-	-	-	-
Fireworks	14,000.00	-	15,000	15,000	-	15,000
Fines/Fees Reimburse	5,566.99	-	6,000	6,000	-	6,000
Consultant Fees	25,061.96	-	15,000	15,000	-	15,000
Donations to Civic Org s	2,500.00	350	3,700	5,000	-	5,000
Pass Thru Donations	11,520.00	6,500	-	-	-	-
Capital Outlay	82,207.34	2,645	65,000	50,000	-	50,000
Capital Outlay-Building	-	-	-	3,400,000	-	3,400,000
Capital Outlay-Land	-	171,994	-	-	-	-
Operating Transfers	1,500,000.00	-	-	-	-	-
Total General Government	1,726,097.14	238,468	197,875	3,584,175	-	3,584,175

CITY OF CROSSLAKE
EXPENDITURES - Detail

	2018 ACTUAL	2019 YTD ACTUAL 6/30/2019	2019 Adopted Budget	2020 Proposed Budget Estimate 12/09/2019	Budget Revisions From 11/21/2019	2020 Preliminary Budget Estimate 11/21/2019
POLICE ADMINISTRATON						
Wages	324,313.98	171,049	365,142	411,289	-	411,289
PERA	52,168.61	28,589	61,892	72,798	-	72,798
FICA	4,270.35	2,197	5,295	5,964	-	5,964
Employer Paid Health	71,016.00	38,237	105,965	113,912	-	113,912
Employer Paid Disability	2,781.32	1,427	2,721	3,236	-	3,236
Employer Paid Dental	3,893.76	1,980	4,926	4,926	-	4,926
Employer Paid Life	336.00	174	403	403	-	403
Deferred Compensation	1,300.00	650	1,300	1,300	-	1,300
Unemployment	-	-	1,000	1,000	-	1,000
Workers Comp Insurance	18,264.99	21,021	26,478	27,274	-	27,274
Health Savings Account	24,000.00	13,500	27,000	21,000	-	21,000
Office Supplies	230.13	50	300	300	-	300
Instruction Fees	2,928.00	750	5,000	5,000	-	5,000
Physicals	-	-	-	-	-	-
Operating Supplies	2,102.84	1,161	1,800	1,800	-	1,800
Motor Fuels	12,013.78	1,301	18,000	18,000	-	18,000
Repairs Maintenance - Vehicles	8,527.17	4,095	6,200	6,200	-	6,200
Repair/Maint Supply - Equip	10,885.72	5,712	15,000	15,000	-	15,000
Uniform Allowances	3,808.69	792	4,550	4,550	-	4,550
Tactical Team	-	-	-	-	-	-
Restitution Expenditures	207.00	-	500	500	-	500
Forfeiture Expenditures	11,797.34	7,807	1,000	1,000	-	1,000
Legal Fees (Civil)	75.00	-	6,000	6,000	-	6,000
Donation Expenditures	5,075.00	-	-	-	-	-
Communications	3,241.42	1,333	2,800	2,800	-	2,800
Communications-Cellular	3,466.79	1,331	5,400	5,400	-	5,400
Postage	42.28	20	200	200	-	200
Travel Expenses	2,942.64	682	2,500	2,500	-	2,500
Advertising	-	-	-	-	-	-
Legal Notices Publishing	-	85	-	-	-	-
Insurance	18,213.31	21,163	14,000	14,000	-	14,000
Office Equipment Rental/Repair	-	-	400	400	-	400
Miscellaneous	161.17	-	200	200	-	200
Dues and Subscriptions	730.00	3,954	250	250	-	250
Sales Tax	-	-	200	200	-	200
Undercover Supplies	-	-	-	-	-	-
Fines/Fees Reimburse	-	-	-	-	-	-
Capital Outlay	6,926.99	829	4,683	32,600	3,000	29,600
Capital Outlay - Vehicles	-	37,209	60,000	115,000	-	115,000
Principal - Copier Lease	135.99	69	139	139	-	139
Interest	8.01	3	5	5	-	5
Total Police Administration	595,864.28	367,170	751,248	895,146	3,000	892,146

CITY OF CROSSLAKE
EXPENDITURES - Detail

	2018 ACTUAL	2019 YTD ACTUAL 6/30/2019	2019 Adopted Budget	2020 Proposed Budget Estimate 12/09/2019	Budget Revisions From 11/21/2019	2020 Preliminary Budget Estimate 11/21/2019
FIRE ADMINISTRATION						
Wages	84,363.00	50,567	81,300	98,500	-	98,500
FICA	6,388.28	3,868	6,219	7,535	-	7,535
Workers Comp Insurance	5,711.76	5,132	8,027	6,657	-	6,657
Office Supplies	245.92	-	100	100	-	100
Fire Prevention	30,294.00	12,681	8,500	8,500	-	8,500
Instruction Fees - Training	3,330.00	2,529	3,500	3,500	-	3,500
Physicals	5,716.51	6,037	3,000	3,000	-	3,000
Operating Supplies	927.40	296	500	500	-	500
Motor Fuels	821.76	80	2,500	2,500	-	2,500
Diesel Fuel	3,243.09	2,975	3,000	3,000	-	3,000
Repair/Maint Supply - Equip	15,327.29	4,492	9,000	9,000	-	9,000
Repair/Maint Vehicles	-	-	500	500	-	500
Tires	163.63	-	2,500	2,500	-	2,500
Bldg Repair Suppl/Maintenance	-	-	2,000	2,000	-	2,000
Small Tools and Minor Equip	577.08	419	1,500	1,500	-	1,500
Uniforms	-	1,395	1,000	1,000	-	1,000
Turnout Gear	-	17,381	7,500	-	-	-
Donation Expenditures (Capital Outlay)	8,104.31	358	-	-	-	-
Communications	1,435.53	15	2,500	2,500	-	2,500
Postage	-	1,241	25	25	-	25
Travel Expenses	5,465.76	-	6,000	6,000	-	6,000
Advertising	-	3,790	-	-	-	-
Legal Notices Publishing	-	-	-	-	-	-
Electric Utilities	-	-	-	14,500	-	14,500
Gas Utilities	-	-	-	5,100	-	5,100
Insurance	5,054.25	4,709	7,000	7,000	-	7,000
Miscellaneous	95.87	-	150	150	-	150
Dues and Subscriptions	1,957.30	-	1,500	1,500	-	1,500
Sales Tax	-	918	100	100	-	100
Permits	-	-	-	-	-	-
House Burn	588.06	-	1,500	1,500	-	1,500
FDRA City Contribution	33,267.66	-	25,000	25,000	-	25,000
FDRA State Aid	38,678.35	3,948	38,000	38,000	-	38,000
Capital Outlay	14,744.07	1,000	7,500	42,000	-	42,000
Capital Outlay - Vehicles	11,250.00	6,620	265,000	-	-	-
Capital Outlay-Building	-	71,000	-	-	-	-
Principal	-	-	-	-	-	-
Interest	-	-	-	-	-	-
Issuance Costs (Other Financin	-	-	-	-	-	-
Fiscal Agent s Fees	-	-	-	-	-	-
Operating Transfers	-	-	-	-	-	-
Total Fire Administration	277,750.88	201,450	494,921	293,667	-	293,667
AMBULANCE SERVICES						
Bldg Repair Suppl/Maintenance	483.30	465	1,800	1,800	-	1,800
Ambulance Subsidy	8,800.00	5,500	13,200	13,200	-	13,200
Total Ambulance Services	9,283.30	5,965	15,000	15,000	-	15,000

CITY OF CROSSLAKE
EXPENDITURES - Detail

		2019 YTD ACTUAL 6/30/2019	2019 Adopted Budget	2020 Proposed Budget Estimate 12/09/2019	Budget Revisions From 11/21/2019	2020 Preliminary Budget Estimate 11/21/2019
	2018 ACTUAL					
PUBLIC WORKS						
Wages and Salaries Dept Head	155,863.02	83,793	178,123	186,523	-	186,523
PERA	11,574.52	6,263	13,359	13,989	-	13,989
FICA	10,744.11	5,595	13,626	14,269	-	14,269
Employer Paid Health	46,974.40	29,668	47,098	63,282	-	63,282
Employer Paid Disability	1,276.01	621	1,212	1,243	-	1,243
Employer Paid Dental	2,597.18	1,548	2,463	3,096	-	3,096
Employer Paid Life	197.21	101	202	202	-	202
Deferred Compensation	-	-	-	-	-	-
Unemployment	-	-	-	-	-	-
Workers Comp Insurance	20,555.00	16,939	28,704	21,978	-	21,978
Health Savings Account	16,500.00	9,000	15,000	18,000	-	18,000
Office Supplies	287.65	283	450	450	-	450
Instruction Fees	-	650	1,500	1,500	-	1,500
Operating Supplies	1,531.54	389	1,200	1,200	-	1,200
Motor Fuels	7,239.29	1,238	8,000	8,000	-	8,000
Diesel Fuel	7,296.88	1,134	15,000	15,000	-	15,000
Shop Supplies	1,120.76	522	2,750	2,750	-	2,750
Repair/Maint Supply - Equip	35,290.17	18,689	18,000	18,000	-	18,000
Repair/Maint Vehicles	15,153.84	12,791	15,000	15,000	-	15,000
Tires	1,298.29	878	1,500	1,500	-	1,500
Bldg Repair Suppl/Maintenance	3,115.57	5,898	4,500	4,500	-	4,500
Street Maint Materials	37,286.85	22,168	20,000	30,000	-	30,000
New Roads Materials	706.50	474	-	-	-	-
Bridge Materials	-	-	25,000	25,000	-	25,000
Street Lighting	-	-	-	-	-	-
Striping	14,641.00	-	16,000	16,000	-	16,000
Signs	3,762.52	321	3,000	3,000	-	3,000
Small Tools and Minor Equip	5,595.22	2,649	2,500	2,500	-	2,500
Concessions - Pop	-	-	-	-	-	-
Uniform Allowance	1,012.64	962	900	1,500	-	1,500
Engineering Fees	1,518.55	9,047	25,000	25,000	-	25,000
Legal Fees (Civil)	150.00	150	1,000	1,000	-	1,000
Surveyor	-	-	100	100	-	100
Security Monitoring	197.40	99	200	200	-	200
Communications	1,410.35	559	1,600	1,600	-	1,600
Postage	-	-	50	50	-	50
Travel Expenses	33.74	980	1,000	1,000	-	1,000
Advertising	340.53	-	100	100	-	100
Legal Notices Publishing	-	-	100	100	-	100
Insurance	12,115.25	12,307	27,000	27,000	-	27,000
Electric Utilities	12,026.68	5,626	14,000	14,000	-	14,000
Gas Utilities	2,338.99	2,257	6,000	6,000	-	6,000
Refuse/Garbage Disposal	938.64	429	1,000	1,000	-	1,000
Sewer Utility	541.44	212	400	400	-	400
Cleaning Services	2,470.93	1,175	3,700	3,700	-	3,700
Office Equipment Rental/Repair	-	-	100	100	-	100
Equipment Rental	-	-	2,500	2,500	-	2,500
Miscellaneous	736.05	1,594	1,000	1,000	-	1,000
Dues and Subscriptions	35.00	10	-	-	-	-
Safety Prog/Equipment	2,231.35	1,082	1,000	1,000	-	1,000
Sales Tax	-	17	100	100	-	100
Permits	-	-	-	-	-	-
Joint Facility County Expense	29,054.66	18,710	45,000	45,000	-	45,000
Capital Outlay	34,677.15	67,643	65,000	366,000	-	366,000
Capital Outlay - Vehicles	32,489.90	-	51,000	-	-	-
Capital Outlay-Building	-	-	105,000	-	-	-
Capital Outlay-Land	-	-	120,000	-	-	-
Capital Outlay -Seal Coat	-	48,476	-	76,000	-	76,000
Capital Outlay - Crackfill	49,980.00	-	50,000	59,000	-	59,000
Capital Outlay - Overlays	1,105,408.27	-	-	341,000	-	341,000
Capital Outlay - Road Const	-	-	619,042	924,280	117,300	806,980
Principal	-	-	-	-	-	-
Interest	-	-	-	-	-	-
Fiscal Agent s Fees	23,030.22	-	-	-	-	-
Operating Transfers	-	-	-	-	-	-
Total Public Works	1,713,345.27	392,946	1,576,079	2,365,712	117,300	2,248,412

CITY OF CROSSLAKE
EXPENDITURES - Detail

	2018 ACTUAL	2019 YTD ACTUAL 6/30/2019	2019 Adopted Budget	2020 Proposed Budget Estimate 12/09/2019	Budget Revisions From 11/21/2019	2020 Preliminary Budget Estimate 11/21/2019
CEMETERY						
Operating Supplies	71.10	26	940	940	-	940
Repair/Maint Supply - Equip	128.54	248	250	250	-	250
Insurance	67.50	71	60	60	-	60
Electric Utilities	234.40	42	350	350	-	350
Miscellaneous	1,260.57	-	400	400	-	400
Refund	1,300.00	100	-	-	-	-
Capital Outlay	-	-	1,000	5,000	-	5,000
Principal	-	-	-	-	-	-
Interest	-	-	-	-	-	-
Total Cemetery	3,062.11	488	3,000	7,000	-	7,000

CITY OF CROSSLAKE
EXPENDITURES - Detail

	2018 ACTUAL	2019 YTD ACTUAL 6/30/2019	2019 Adopted Budget	2020 Proposed Budget Estimate 12/09/2019	Budget Revisions From 11/21/2019	2020 Preliminary Budget Estimate 11/21/2019
PARKS AND RECREATION						
Wages	182,308.12	88,874	187,630	211,349	-	211,349
PERA	10,637.16	5,906	13,663	15,851	-	15,851
FICA	13,256.20	6,518	14,354	16,168	-	16,168
Employer Paid Health	11,087.36	3,958	19,622	105,470	-	105,470
Employer Paid Disability	1,252.56	567	1,174	1,749	-	1,749
Employer Paid Dental	3,088.11	1,274	4,128	4,747	-	4,747
Employer Paid Life	217.19	106	269	309	-	309
Deferred Compensation	559.17	325	650	1,040	-	1,040
Unemployment	13.32	72	5,000	5,000	-	5,000
Workers Comp Insurance	11,000.00	5,361	15,118	9,813	-	9,813
Health Savings Account	3,750.00	1,500	6,000	30,000	-	30,000
Office Supplies	374.61	47	200	200	-	200
Instruction Fees	183.00	-	500	500	-	500
Operating Supplies	2,475.93	1,264	3,200	3,200	-	3,200
Motor Fuels	1,589.26	221	2,000	2,000	-	2,000
Diesel Fuel	1,050.53	53	1,000	1,000	-	1,000
Repair/Maint Supply - Equip	6,005.38	3,456	3,000	3,000	-	3,000
Repair/Maint Vehicles	1,218.13	278	2,000	2,000	-	2,000
Bldg Repair Suppl/Maintenance	9,986.33	5,133	15,000	15,000	-	15,000
Chemicals	62.55	661	5,000	5,000	-	5,000
Signs	186.20	-	400	400	-	400
Concessions - Pop	7.98	25	300	300	-	300
Concessions - Food	-	-	-	-	-	-
Uniforms	1,473.70	270	900	900	-	900
Engineering	-	-	5,000	5,000	-	5,000
Legal Fees (Civil)	150.00	465	5,000	5,000	-	5,000
Instructors Fees	-	-	-	-	-	-
Tennis	113.17	81	1,600	1,600	-	1,600
Program Supplies	700.96	105	1,000	1,000	-	1,000
Softball/Baseball	572.00	439	1,000	1,000	-	1,000
Aerobic Instruction	392.40	-	-	-	-	-
Warm House/Garage Exp	789.59	124	1,000	1,000	-	1,000
Security Monitoring	1,673.51	87	1,200	1,200	-	1,200
Soccer/Skating	1,319.89	400	1,500	1,500	-	1,500
Garage (North)	1,848.76	-	3,000	3,000	-	3,000
Donation Expenditures	21.40	-	-	-	-	-
Communications	5,389.32	2,112	3,500	3,500	-	3,500
Postage	52.55	8	150	150	-	150
Garage (East)	565.90	-	1,500	1,500	-	1,500
Disc Golf Expenses	-	-	100	100	-	100
Travel Expenses	932.04	330	1,000	1,000	-	1,000
Background Checks	45.00	60	150	150	-	150
Advertising	84.00	294	500	500	-	500
Legal Notices Publishing	251.94	-	-	-	-	-
Insurance	11,978.50	13,355	15,000	15,000	-	15,000
Electric Utilities	16,661.75	7,051	13,000	13,000	-	13,000
Gas Utilities	5,330.68	5,263	6,500	6,500	-	6,500
Refuse/Garbage Disposal	901.72	409	800	800	-	800
Improvements Other Than Bldgs	2,815.91	-	3,800	3,800	-	3,800
Office Equipment Rental/Repair	-	68	700	700	-	700
Equipment Rental	391.00	-	500	500	-	500
Miscellaneous	820.11	551	800	800	-	800
Dues and Subscriptions	1,052.00	1,289	500	500	-	500
Safety Prog/Equipment	1,975.29	37	1,500	1,500	-	1,500
Sales Tax	3,553.00	1,587	1,600	1,600	-	1,600
Sr Meals Expense	6,038.82	94	400	400	-	400
Weight Room Ins Reimbur	172.11	63	150	150	-	150
Permits	-	-	-	-	-	-
Refund	339.52	291	150	150	-	150
80 Acre Development Expense	1,920.00	-	1,000	1,000	-	1,000
Weight Room Expenses	812.87	414	2,000	2,000	-	2,000
PAL Foundation Expenditures	4,705.56	9,065	3,000	3,000	-	3,000
Silver Sneakers	10,062.00	4,420	6,500	6,500	-	6,500
Park Master Plan	-	-	-	-	-	-
Capital Outlay	64,288.84	-	94,799	139,500	-	139,500
Capital Outlay-Building	-	-	-	-	-	-
Capital Outlay-Land	92,050.10	-	-	-	-	-
Capital Outlay - Other	3,380.50	-	-	-	-	-
Principal	1,249.68	625	520	520	-	520
Interest	-	-	-	-	-	-
Total Parks and Recreation	507,185.18	174,953	481,527	660,116	-	660,116

CITY OF CROSSLAKE
EXPENDITURES - Detail

	2018 ACTUAL	2019 YTD ACTUAL 6/30/2019	2019 Adopted Budget	2020 Proposed Budget Estimate 12/09/2019	Budget Revisions From 11/21/2019	2020 Preliminary Budget Estimate 11/21/2019
LIBRARY						
Assistant	7,337.87	-	-	18,925	-	18,925
PERA	595.95	-	-	1,419	-	1,419
FICA	497.87	-	-	1,448	-	1,448
Employer Paid Health	5,450.20	-	19,622	-	-	-
Employer Paid Disability	134.66	-	307	140	-	140
Employer Paid Dental	301.00	-	1,032	413	-	413
Employer Paid Life	16.80	-	67	27	-	27
Employer Paid Other	-	-	-	-	-	-
Employer Share of Deferred Comp	-	-	-	260	-	260
Unemployment	-	-	-	-	-	-
Workers Comp Insurance	-	2,472	350	350	-	350
Health Savings Account	5,250.00	-	6,000	-	-	-
Library Operating Supplies	2,605.78	286	2,000	2,000	-	2,000
Library Subscriptions	689.37	513	500	500	-	500
Library Books	3,912.76	3,378	5,000	5,000	-	5,000
Children s Program Expense	409.04	-	150	150	-	150
Library Luncheon Expense	556.43	-	-	-	-	-
NY Times Best Seller Program	-	-	-	-	-	-
Golf Fundraiser Expense	-	-	-	-	-	-
Donation Expenditures	-	-	-	-	-	-
Communications	785.67	306	1,000	1,000	-	1,000
Postage	-	-	50	50	-	50
Insurance	15.00	-	-	-	-	-
Office Equipment Rental/Repair	-	-	500	500	-	500
Miscellaneous	587.06	1,133	1,000	1,000	-	1,000
Sales Tax	253.00	435	100	100	-	100
Refund	18.22	39	50	50	-	50
PAL Foundation Expenditures	2,341.41	-	250	250	-	250
Capital Outlay	1,494.58	1,208	3,298	3,438	-	3,438
Principal	1,249.68	1,530	520	520	-	520
Interest	-	625	-	-	-	-
Total Library	34,502.35	11,924	41,796	37,539	-	37,539
RECYCLING						
Refuse/Garbage Disposal	29,200.00	14,598	32,340	-	-	-
Recycling Expenses	306.00	50	400	500	-	500
Miscellaneous	3,140.00	1,572	3,240	-	-	-
Total Recycling	32,646.00	16,220	35,980	500	-	500
GENERAL FUND DEBT SERVICE						
Series 2012A Bonds						
Principal	190,000.00	190,000	190,000	195,000	-	195,000
Interest	23,452.50	10,776	19,653	15,803	-	15,803
Fiscal Agent s Fees	609.50	253	300	300	-	300
Total Series 2012A Bonds	214,062.00	201,029	209,953	211,103	-	211,103
TOTAL GENERAL FUND	5,670,505.25	1,901,312	4,416,086	8,695,197	120,300	8,574,897

CITY OF CROSSLAKE
EXPENDITURES - Detail

	2018 ACTUAL	2019 YTD ACTUAL 6/30/2019	2019 Adopted Budget	2020 Proposed Budget Estimate 12/09/2019	Budget Revisions From 11/21/2019	2020 Preliminary Budget Estimate 11/21/2019
DEBT SERVICE FUND						
2001 Series A \$605K						
Principal	-	-	-	-	-	-
Interest	-	-	-	-	-	-
2002 Series A \$825K						
Principal	-	-	-	-	-	-
Interest	-	-	-	-	-	-
2004 Series A \$1,095K						
Principal	-	-	-	-	-	-
Interest	-	-	-	-	-	-
2006 Series B \$1,330K						
Principal	-	-	-	-	-	-
Interest	-	-	-	-	-	-
2012 Series A \$385K Now 2018A						
Principal	-	-	-	75,000	-	75,000
Interest	-	-	16,045	20,356	-	20,356
Series 2015B Certificates						
Principal	138,000.00	-	142,000	145,000	-	145,000
Interest	8,500.00	2,870	5,740	2,900	-	2,900
Series 2019A GO Bonds						
Principal	-	-	-	69,865	-	69,865
Interest	-	-	-	-	-	-
Bond Issuance Costs	-	-	-	-	-	-
Fiscal Charges	-	-	2,800	2,800	-	2,800
TOTAL DEBT SERVICE FUND	146,500.00	2,870	166,585	315,921	-	315,921
TAX INCREMENT FUND						
Administrative Fees	-	-	-	1,300	-	1,300
Developer Reimbursements	11,391.24	100	11,500	10,200	-	10,200
TOTAL TAX INCREMENT FUND	11,391.24	100	11,500	11,500	-	11,500
CAPITAL PROJ. FUND - AMBULANCE/FIRE BLDG						
Capital Outlay	-	-	-	-	-	-
TOTAL CAPITAL PROJECTS FUND	-	-	-	-	-	-
ECONOMIC DEVELOPMENT FUND(S)						
Operating	8,822.00	484	18,500	18,570	-	18,570
Transfer To General Fund	-	-	-	-	-	-
Debt Service - Principal	-	-	-	-	-	-
Debt Service - Int. & Fiscal Charge	-	-	-	-	-	-
Revolving Loan Fund	-	-	-	-	-	-
TOTAL ECONOMIC DEV. FUND(S)	8,822.00	484	18,500	18,570	-	18,570
SEWER FUND						
Operating	298,249.77	127,537	278,870	343,756	-	343,756
Depreciation	223,068.99	-	225,000	225,000	-	225,000
Operating Transfers	-	-	-	-	-	-
Capital Outlay	-	1,200	1,300,000	1,666,100	-	1,666,100
Debt Service:						
2003 Series A Disposal Bonds - P	-	185,000	185,000	190,000	-	190,000
2003 Series A Disposal Bonds - I	24,240.88	13,195	20,673	21,055	-	21,055
2012 Series A - P	-	-	-	-	-	-
2012 Series A - I	-	-	-	-	-	-
2017 Series A - P	17,613.83	90,000	90,000	95,000	-	95,000
2017 Series A - I	-	8,815	16,682	16,025	-	16,025
TOTAL SEWER FUND	563,173.47	425,747	2,116,225	2,556,936	-	2,556,936
TOTAL EXPENDITURES	6,400,391.96	2,330,514	6,728,896	11,598,125	120,300	11,477,825

CITY OF CROSSLAKE -

Expenditures Detail BU 2019 By Object Code

	2018 ACTUAL	2019 YTD ACTUAL 6/30/2019	2019 Adopted Budget	2020 Proposed Budget Estimate 12/09/2019	Budget Revisions From 11/21/2019	2020 Preliminary Budget Estimate 11/21/2019
FUND 601 SEWER OPERATING FUND						
Wages and Salaries Dept Head	82,278	42,009	81,713	85,220	-	85,220
Assistant	0	0	0	36,219	-	36,219
PERA	4,176	3,035	6,128	9,108	-	9,108
FICA	5,093	2,720	6,251	9,290	-	9,290
Employer Paid Health	19,668	9,889	19,622	31,641	-	31,641
Employer Paid Disability	740	370	740	1,110	-	1,110
Employer Paid Dental	1,025	516	1,032	1,651	-	1,651
Employer Paid Life	67	34	67	101	-	101
Deferred Compensation	641	325	650	975	-	975
Workers Comp Insurance	4,299	3,919	6,010	5,085	-	5,085
Health Savings Account	6,000	3,000	6,000	12,000	-	12,000
Office Supplies	567	113	250	250	-	250
Instruction Fees	2,240	1,203	2,500	2,500	-	2,500
Operating Supplies	3,691	780	3,500	3,500	-	3,500
Motor Fuels	31	15	2,000	2,000	-	2,000
Diesel Fuel	1,775	0	500	500	-	500
Repair/Maint Supply - Equip	6,974	7,569	10,000	10,000	-	10,000
Repair/Maint Vehicles	1,298	99	1,500	1,500	-	1,500
Tires	0	0	1,000	1,000	-	1,000
Bldg Repair Suppl/Maintenance	3,707	1,444	4,000	4,000	-	4,000
Oper/Maint - Lift Station	4,042	1,259	12,000	12,000	-	12,000
Repair/Maint - Collection Syst	9,970	2,586	7,000	7,000	-	7,000
Chemicals	15,063	4,700	18,000	18,000	-	18,000
Unif Bob/Ted/Terry	300	322	300	1,000	-	1,000
Engineering Fees	39,705	0	1,000	1,000	-	1,000
Legal Fees (Civil)	68	0	250	250	-	250
Communications	2,115	805	4,556	4,556	-	4,556
Communications-Cellular	1,317	162	1,600	1,600	-	1,600
Postage	947	315	800	800	-	800
Travel Expenses	3,677	526	2,500	2,500	-	2,500
Advertising	0	0	0	-	-	-
Legal Notices Publishing	325	0	200	200	-	200
Insurance	7,917	11,427	8,000	8,000	-	8,000
Electric Utilities	32,075	16,913	27,000	27,000	-	27,000
Gas Utilities	2,542	1,598	3,000	3,000	-	3,000
Refuse/Garbage Disposal	0	0	0	-	-	-
Lab Testing	10,189	5,290	15,000	15,000	-	15,000
Sludge Disposal	19,906	2,310	20,000	20,000	-	20,000
Depreciation Expense	223,069	0	225,000	225,000	-	225,000
Miscellaneous	15	93	100	100	-	100
Dues and Subscriptions	1,001	568	300	300	-	300
Safety Prog/Equipment	233	34	1,500	1,500	-	1,500
Sales Tax	0	0	200	200	-	200
Permits	1,450	1,590	2,000	2,000	-	2,000
Refund	1,104	0	100	100	-	100
Capital Outlay	0	1,200	1,300,000	1,666,100	-	1,666,100
Capital Outlay - Sewer Filters	0	0	0	-	-	-
Capital Outlay - Ox Ditch Bldg	0	0	0	-	-	-
Capital Outlay - Sewer Biosol	0	0	0	-	-	-
Capital Outlay - Sewer Exten	0	0	0	-	-	-
	521,299	128,737	1,803,870	2,234,856	-	2,234,856
FUND 651 SEWER RESTRICTED SINKING FUND						
Repair/Maint Supply - Equip	0	0	0	-	-	-
Bldg Repair Suppl/Maintenance	20	0	0	-	-	-
Engineering Fees	0	0	0	-	-	-
Capital Outlay	0	0	0	-	-	-
Principal	0	185,000	185,000	190,000	-	190,000
Interest	23,605	12,953	19,923	20,305	-	20,305
Issuance Costs (Other Financin	0	0	0	-	-	-
Fiscal Agent s Fees	636	242	750	750	-	750
Operating Transfers	0	0	0	-	-	-
Refund	0	0	0	-	-	-
Principal	0	90,000	90,000	95,000	-	95,000
Interest	17,614	8,815	16,682	16,025	-	16,025
Issuance Costs (Other Financin	0	0	0	-	-	-
Total Fund 651 Sewer Restricted Sinking Fund	41,875	297,010	312,355	322,080	-	322,080

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C. 1.

**REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, OCTOBER 14, 2019
7:00 P.M. – CITY HALL**

The Crosslake City Council met in the Council Chambers of City Hall on Monday, October 14, 2019. The following Council Members were present: Mayor David Nevin, Gary Heacox, Dave Schrupp, John Andrews and Aaron Herzog. Also present were City Administrator Mike Lyonais, City Clerk Char Nelson, Public Works Director Ted Strand, Park Director TJ Graumann, Police Chief Erik Lee, Fire Chief Chip Lohmiller, Zoning Administrator Jon Kolstad, City Attorney Brad Person, City Engineers Dave Reese and Phil Martin, and Echo Journal Reporter Travis Grimler. There were approximately twenty people in the audience.

A. CALL TO ORDER – Mayor Nevin called the meeting to order at 7:02 P.M. The Pledge of Allegiance was recited. MOTION 10R-01-19 WAS MADE BY GARY HEACOX AND SECONDED BY JOHN ANDREWS TO APPROVE THE ADDITIONS TO THE AGENDA. MOTION CARRIED WITH ALL AYES.

B. CONSENT CALENDAR – MOTION 10R-02-19 WAS MADE BY DAVE SCHRUPP AND SECONDED BY AARON HERZOG TO PULL ITEMS #19 AND #20 RELATED TO PAYMENTS TO HYTEC CONSTRUCTION AND EAGLE CONSTRUCTION AND TO APPROVE THE FOLLOWING ITEMS ON THE CONSENT CALENDAR:

1. Special Council Meeting Minutes of September 5, 2019
2. Preliminary Assessment Hearing Minutes of September 9, 2019
3. Regular Council Meeting Minutes of September 9, 2019
4. Special Council Meeting Minutes of September 17, 2019
5. Special Council Meeting Minutes of September 24, 2019
6. City – Month End Revenue Report dated September 2019
7. City – Month End Expenditures Report dated September 2019
8. September 2019 Budget to Actual Analysis
9. Agreement for Consulting Services from Hildi Inc for Actuarial Valuation for Post-Employment Benefit Plans (Annual Requirement for Financial Statement Audit)
10. Police Report for Crosslake – September 2019
11. Police Report for Mission Township – September 2019
12. Fire Department Report – September 2019
13. North Ambulance Run Report – September 2019
14. Planning and Zoning Monthly Statistics
15. Planning and Zoning Commission Meeting Minutes of August 23, 2019
16. Public Works Meeting Minutes of September 3, 2019
17. Crosslake Roll-Off Recycling Report for September 2019
18. Waste Partners Recycling Report for August 2019
19. *Removed*
20. *Removed*
21. Resolution No. 19-25 Accepting Donations
22. Park, Recreation/Library Commission Meeting Minutes of August 28, 2019
23. Bills for Approval in the Amount of \$177,414.65

24. Additional Bills for Approval in the Amount of \$15,414.88
MOTION CARRIED WITH ALL AYES.

Aaron Herzog stated that the two pay requests were very large and that they should not be on the consent calendar. MOTION 10R-03-19 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO APPROVE PAY APPLICATION #1 FROM HY-TEC CONSTRUCTION FOR CITY HALL PROJECT IN THE AMOUNT OF \$153,500 AND FINAL PAYMENT TO EAGLE CONSTRUCTION FOR SEWER PROJECT IN THE AMOUNT OF \$76,686.47. MOTION CARRIED WITH ALL AYES.

C. CRITICAL ISSUES – Ryan Pesch of the University of Minnesota Extension Center appeared before the Council and presented the Local Option Sales Tax Analysis for Crosslake. The most recent data from the MN Department of Revenue was from 2017 and that data was used for the research. The Extension Office estimated what residents would pay compared to non-residents. It is estimated that 19.3 percent of all taxable retail and service sales would be made by permanent city residents, and the remaining 80.7 percent of taxable sales would be by non-residents. Crosslake is unique in this aspect. The City could realize as much as \$240,000 in tax proceeds if half percent tax was enacted. At half a percent, a local option sales tax would add 50 cents to a \$100 purchase. The Extension Office examined records of 11 cities that have enacted a local option sales tax since 1999 and records to not indicate a major purchasing change due to the additional sales tax. Dave Schrupp suggested that the City consider enacting a similar rate to other cities in the area. MOTION 10R-04-19 WAS MADE BY DAVE NEVIN AND SECONDED BY GARY HEACOX TO DIRECT MIKE LYONAIIS TO TAKE THE NEXT STEPS IN THE PROCESS INCLUDING PREPARING A RESOLUTION THAT INCLUDES IDENTIFYING CAPITAL PROJECTS THAT THE TAX PROCEEDS WOULD BE USED FOR, ESTIMATING A TOTAL AMOUNT TO BE COLLECTED AND DETERMINING HOW LONG THE TAX COLLECTION WOULD LAST AND REACHING OUT TO LOCAL STATE LEADERS TO TAKE THE RESOLUTION THROUGH THE STATE LEGISLATURE, AND. MOTION CARRIED WITH ALL AYES.

D. PUBLIC FORUM – Jerome Volz of 37668 Moen Beach Trail stated that Mike Lyonais did not give the complete picture of the health insurance premium costs when he stated the employee portion of the premium increased by \$30/month.

In response to Mr. Volz comments at the public forum, the following statements are being added to the meeting notes to clarify the increase in cost to the City and to the Employees.

- Family Coverage 2019 per month cost = \$2,044
- Family Coverage 2020 per month cost = \$2,197.50 (+7.5%)
- Family Coverage 2020 per month Increase = \$153.50
- City portion per month of the cost increase = \$122.80
- Employee portion per month of the cost increase = \$30.70

Any future increases in any costs to the operation of the city will be covered in adequate detail to fully explain the increases to the public.

E. MAYOR'S AND COUNCIL MEMBERS' REPORT

1. Mayor Nevin announced that Crosslake Rolloff would no longer be accepting plastic. The Crow Wing County Landfill and private waste haulers are still collecting plastic. John Andrews volunteered to look into the matter to find other alternatives for Crosslake residents.
2. Mayor Nevin announced that the 26th Annual Radiothon to End Child Abuse would take place on December 5-6 and encouraged residents to participate.
3. The Council reviewed the appraisal for property at 35463 County Road 3. Land owner Jim Anderson offered the land to the City at a cost of \$275,000 or the appraised value, whichever was less. The appraisal came in at \$250,000. Mr. Anderson stipulated that the City put a parking lot and park with trails on the property within three years' time.

Mayor Nevin suggested using proceeds of the sale of the phone company for the purchase because it would benefit the whole community. Larry Allen of 14036 County Road 36 stated that the City should buy this property to preserve it. Patty Norgaard of 37104 Bunkhouse Road agreed that the City should purchase this land because green space is important for the vitality of a community. Dave Schrupp suggested the City get an estimate on how much it will be to develop the land. TJ Graumann suggested that the City update the Park Master Plan and asked if the local sales tax could be used for parks. MOTION 10R-05-19 WAS MADE BY DAVE NEVIN AND SECONDED BY JOHN ANDREWS TO DIRECT MIKE LYONAI TO CONTACT JIM ANDERSON TO TELL HIM THE CITY IS INTERESTED IN THE PROPERTY BUT WOULD LIKE TO GET ESTIMATE ON COST TO DEVELOP PARK AND PARKING LOT AND TO ASK HIM IF HE WOULD BE WILLING TO SHARE IN THE COST; AND TO DIRECT MIKE LYONAI TO FORM A COMMITTEE TO HELP WITH THE PROPOSED DEVELOPMENT. MOTION CARRIED WITH ALL AYES.

4. MOTION 10R-06-19 WAS MADE BY JOHN ANDREWS AND SECONDED BY DAVE SCHRUPP TO ACCEPT THE RESIGNATIONS FROM JO SMITH AND JOHN GUNSTAD OF THE ECONOMIC DEVELOPMENT AUTHORITY AND TO APPOINT JAMES FUNK, CURRENTLY AN ALTERNATE, TO FILL JO SMITH'S TERM TO EXPIRE 1/31/23 AND TO APPOINT WALLACE JOHNSON AS AN ALTERNATE OF THE ECONOMIC DEVELOPMENT AUTHORITY. MOTION CARRIED WITH ALL AYES.
5. Mayor Nevin reported that the bidding for the road/sewer project on Daggett Bay Road will be postponed until spring in hopes of better pricing.

F. CITY ADMINISTRATOR'S REPORT

1. MOTION 10R-07-19 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO APPROVE RESOLUTION NO. 19-26 REGARDING UNPAID SEWER CHARGES. MOTION CARRIED WITH ALL AYES.

2. MOTION 10R-08-19 WAS MADE BY GARY HEACOX AND SECONDED BY DAVE SCHRUPP TO APPROVE RESOLUTION NO. 19-27 ESTABLISHING POLLING PLACE FOR 2020 ELECTIONS. MOTION CARRIED WITH ALL AYES.
3. Chief Lohmiller reported that residents on Northgate Lane in Fifty Lakes are serviced by Crosslake Fire Department, Fifty Lakes Fire Department and Ideal Township Fire Department. Crosslake covers the first 11 properties, Fifty Lakes covers the next 26, and Ideal covers the last 6 properties. Crosslake is the closest station to these homes. The Crow Wing County Fire Chiefs Association has been working with Crow Wing County Dispatch to better serve the communities through shared services and to implement Auto Aid. The fire jurisdictions in the county have areas that need to be addressed and Northgate Lane is one of them. MOTION 10R-09-19 WAS MADE BY GARY HEACOX AND SECONDED BY JOHN ANDREWS TO APPROVE AUTOMATIC AID AGREEMENT FOR COVERAGE OF NORTHGATE LANE WITH THE CITY OF FIFTY LAKES. Chief Lohmiller will work with Ideal to serve the remainder of the road. MOTION CARRIED WITH ALL AYES.

G. COMMISSION REPORTS

1. PLANNING AND ZONING
 - a. MOTION 10R-10-19 WAS MADE BY GARY HEACOX AND SECONDED BY AARON HERZOG TO APPROVE THE PRELIMINARY PLAT OF BLUE RUSH ESTATES INVOLVING 5.9 ACRES INTO 4 TRACTS. Jon Kolstad noted that the developer has one year to complete the final plat. MOTION CARRIED WITH ALL AYES.
2. PUBLIC WORKS/CEMETERY/SEWER
 - a. The Public Works Commission recommended that the City move forward with the Sanitary Sewer Request from residents on Norway Trail and Brook Street. Dave Schrupp suggested that staff determine where the project would fit in the capital outlay plan, if the request has enough signatures. If the request has 35% of the signatures from residents, based on front footage, three fifths Council vote in favor of the project would be required to move forward. If the request has less than 35%, a four fifths vote is required. MOTION 10R-11-19 WAS MADE BY DAVE SCHRUPP AND SECONDED BY AARON HERZOG TO DIRECT STAFF TO OBTAIN QUOTE FROM BOLTON & MENK TO VALIDATE THE REQUEST. MOTION CARRIED WITH ALL AYES.
 - b. MOTION 10R-12-19 WAS MADE BY JOHN ANDREWS AND SECONDED BY GARY HEACOX TO APPROVE THE PURCHASE OF 3 – 300,000 BTU HEATERS FOR THE JOINT MAINTENANCE FACILITY GARAGE AT A COST OF APPROXIMATELY \$44,000 OF WHICH THE CITY WOULD BE RESPONSIBLE FOR 47% OR \$20,680. MOTION CARRIED WITH ALL AYES.
 - c. MOTION 10R-13-19 WAS MADE BY JOHN ANDREWS AND SECONDED BY GARY HEACOX TO DIRECT MIKE LYONAIIS TO NEGOTIATE PURCHASE

OF LAND AT 35205 RIVERWOOD TRAIL. MOTION CARRIED WITH ALL AYES.

- d. MOTION 10R-14-19 WAS MADE BY DAVE SCHRUPP AND SECONDED BY GARY HEACOX TO APPROVE RESOLUTION NO. 19-28 ORDERING PREPARATION OF REPORT ON IMPROVEMENT FOR BIG PINE TRAIL. MOTION CARRIED WITH ALL AYES.
- e. MOTION 10R-15-19 WAS MADE BY AARON HERZOG AND SECONDED BY GARY HEACOX TO APPROVE THE PROPOSAL FOR PROFESSIONAL SERVICES FROM WSN FOR BIG PINE TRAIL IMPROVEMENTS FEASIBILITY STUDY AT A COST OF \$4,000. Mayor Nevin asked the engineer to make sure the County is upgrading the rock dam this winter before he begins the study. MOTION CARRIED WITH ALL AYES.
- f. Dave Reese reported that he and City Attorney Brad Person appeared in court today regarding the Manhattan Point Stormwater Project. The owner of the land being condemned by the City had no objection and asked that the court determine the value. City access will begin today and soil borings have been ordered.
- g. Ted Strand gave several updates. Crow Wing County will be removing trees along County Road 36 and 37 for the road project that will begin next year.

The DNR is requiring that deer carcasses be disposed of at certain sites throughout the County so that they can test for chronic wasting disease.

Ted Strand congratulated himself for being recognized by the MPCA for running the sewer plant so efficiently that the effluent is below detection limits.

There have been no issues at the yard waste disposal site. The cameras and signs are helping to police the site.

3. PARK, RECREATION AND LIBRARY

- a. TJ Graumann presented costs and funding for the pickleball courts. The estimated cost is \$85,000. The Park Budget includes \$60,000 for the courts, there is \$27,000 in donations, and PAL Foundation has pledged \$3,000. MOTION 10R-16-19 WAS MADE BY GARY HEACOX AND SECONDED BY AARON HERZOG TO APPROVE THE PICKLEBALL PROJECT AS PRESENTED. MOTION CARRIED WITH ALL AYES.

Mr. Graumann presented costs and funding for the outdoor basketball court. The cost for the full-sized court is approximately \$40,000. The Park Budget includes \$10,000 for this project and the Park Commission suggested using \$30,000 Park Dedication. MOTION 10R-17-19 WAS MADE BY GARY HEACOX AND SECONDED BY AARON HERZOG TO APPROVE THE BASKETBALL COURT PROJECT AS PRESENTED. MOTION CARRIED WITH ALL AYES.

TJ Graumann reported that the book sales that were held throughout the summer raised over \$5,000 to be used for new books.

- b. TJ Graumann reported that eight applications were received for the Park Maintenance position. Four applicants were interviewed. As recommended by Mr. Graumann, MOTION 10R-18-19 WAS MADE BY JOHN ANDREWS AND SECONDED BY GARY HEACOX TO HIRE JOSHUA RUNKSMEIER AT STEP 5 OF THE AFSCME UNION CONTRACT AND SERVE A SIX-MONTH PROBATION PERIOD. MOTION CARRIED WITH ALL AYES.

4. ECONOMIC DEVELOPMENT AUTHORITY

- a. Dean Fitch gave an update from the EDA. Mr. Fitch provided information regarding the regional meeting, the Comprehensive Plan/Implementation, the small business initiative and the EDA website. MOTION 10R-19-19 WAS MADE BY DAVE SCHRUPP AND SECONDED BY GARY HEACOX TO APPROVE AN AD CONTRACT WITH LAKE COUNTRY JOURNAL MAGAZINE IN THE AMOUNT OF \$2,850. MOTION CARRIED WITH ALL AYES.

H. PUBLIC FORUM – Marcia Volz of 37668 Moen Beach Trail told the Council that they have not taken formal action to hire the Planning and Zoning staff, reported that she was not given the names of the finalists from the Clerk or Administrator, asked for the hiring and wage policy and asked for the starting wages and benefits of the Planning and Zoning employees.

I. CITY ATTORNEY REPORT – None.

J. OLD BUSINESS – None.

K. NEW BUSINESS – None.

L. ADJOURN – MOTION 10R-20-19 WAS MADE BY GARY HEACOX AND SECONDED BY AARON HERZOG TO ADJOURN THE MEETING AT 8:45 P.M. MOTION CARRIED WITH ALL AYES.

Respectfully Submitted,

Charlene Nelson
Administrative Assistant/City Clerk

C.2.

**AGENDA
REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
TUESDAY, NOVEMBER 12, 2019
7:00 P.M. – CITY HALL**

The Crosslake City Council met in the Council Chambers of City Hall on Tuesday, November 12, 2019. The following Council Members were present: Mayor David Nevin, Gary Heacox, Dave Schrupp, John Andrews and Aaron Herzog. Also present were City Administrator Mike Lyonais, City Clerk Char Nelson, Park Director TJ Graumann, Public Works Director Ted Strand, Fire Chief Chip Lohmiller, Zoning Administrator Jon Kolstad, Police Chief Erik Lee, City Attorney Brad Person, City Engineers Dave Reese and Phil Martin, Echo Journal Reporter Nancy Vogt, and Northland Press Reporter Paul Boblett. There were approximately twenty-five people in the audience.

A. CALL TO ORDER – Mayor Nevin called the meeting to order at 7:00 P.M. The Pledge of Allegiance was recited. MOTION 11R-01-19 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO APPROVE THE ADDITIONS TO THE AGENDA. MOTION CARRIED WITH ALL AYES.

B. CONSENT CALENDAR – Marcia Volz of 37668 Moen Beach Trail requested that Item #1 Regular Council Meeting Minutes of October 14, 2019 be pulled from the consent calendar because the minutes of the Public Forum regarding the increase of health insurance rates was misrepresented. Ms. Volz stated that the word “accused” should be replaced with “stated” under Section D. Public Forum. Ms. Volz stated that the minutes cannot record feelings, only facts. Tom Swenson of 36036 West Shore Drive agreed with Ms. Volz and played a recording of the September 9, 2019 meeting. Mr. Swenson stated that the public does not care what the employee pays for health care, only what the City’s cost is. MOTION 11R-02-19 WAS MADE BY DAVE NEVIN AND SECONDED BY AARON HERZOG TO REMOVE ITEM #1 REGULAR COUNCIL MEETING MINUTES OF OCTOBER 14, 2019 FROM THE CONSENT CALENDAR. MOTION CARRIED WITH ALL AYES.

MOTION 11R-03-19 WAS MADE BY GARY HEACOX AND SECONDED BY DAVE SCHRUPP TO APPROVE THE FOLLOWING ITEMS ON THE CONSENT CALENDAR:

1. *Removed*
2. Final Assessment Hearing Minutes of October 24, 2019
3. Special Council Meeting Minutes of October 25, 2019
4. City – Month End Revenue Report dated October 2019
5. City – Month End Expenditures Report dated October 2019
6. October 2019 Budget to Actual Analysis
7. Police Report for Crosslake – October 2019
8. Police Report for Mission Township – October 2019
9. Fire Department Report – October 2019
10. North Ambulance Run Report – October 2019
11. Planning and Zoning Monthly Statistics
12. Planning and Zoning Commission Meeting Minutes of September 27, 2019

13. Park, Recreation/Library Commission Meeting Minutes of September 25, 2019
14. Sales Tax Committee Meeting Minutes of October 23, 2019
15. EDA Meeting Minutes of September 4, 2019
16. Crosslake Roll-Off Recycling Report for October 2019
17. Waste Partners Recycling Report for September 2019
18. ~~Pay Application #2 from Hy Tee Construction for City Hall Project in the Amount of \$389,172.67~~ MOVED
19. ~~Summary of Hiring Process and Wages for Planning and Zoning Staff~~ MOVED
20. Bills for Approval in the Amount of \$458,951.62
21. Additional Bills for Approval in the Amount of \$14,507.29

C. PUBLIC FORUM – Lisa Hoag of 35161 West Shore Drive addressed the Council and reported that her neighbor is running a commercial business in a residential district. Ms. Hoag's neighbor built a large pole barn on his property and advertised storage rental space. The Hoag's gave the neighbor an easement to use part of their driveway for access to his property. The Hoag's are unhappy with all the extra traffic from the business next door. It was the consensus of the Council to move this item to the Planning and Zoning Commission Report later in the meeting.

Tom Swenson of 36036 West Shore Drive addressed the Council and stated that the three-minute limit for public forum comments may not be enough time for individuals. Mr. Swenson stated that he asked the Council to consider getting RFP's for legal service at a meeting two months ago and nothing has happened regarding the request.

D. CRITICAL ISSUES –

1. Jeff Pepski of 36886 Brook Street addressed the Council regarding the Daggett Bay Road /Sewer Project and requested that he not be assessed or required to hook up to City sewer until the other property owners on that road hook up. Attorney Person cautioned that the Council cannot pick and choose who must hook up and that they must have rationale behind their decisions. Dave Schrupp stated that the location of Mr. Pepski's sewer line would be across the road from Mr. Erickson's sewer line. Mr. Erickson was not required to hook up at this time because his septic is behind the structure that fronts on Daggett Bay Road. The Council could defer Mr. Pepski's assessment/hook up because of the proposed hook up location. Mr. Pepski reviewed his packet of information and maps with the Council. MOTION 11R-04-19 WAS MADE BY DAVE NEVIN AND SECONDED BY JOHN ANDREWS TO DELAY THE ASSESSMENT AND HOOK UP OF SANITARY SEWER FOR JEFF PEPSKI OF 36886 BROOK STREET UNTIL THE NEXT PHASE OF SANITARY SEWER RUNS BY HIS PROPERTY. MOTION CARRIED 4-1 WITH HEACOX OPPOSED.
2. Phil Martin appeared before the Council to review the mock assessment roll for the CSAH 66 Sanitary Sewer Extension. Mr. Martin explained the method used to calculate the assessments and stated that if the Council was uncomfortable with the assessment amounts, changes to the method and rates could be made. Attorney Person added that the Council could work on the assessment numbers for several months while still allowing Bolton & Menk to continue with the project plans. Dave Nevin stated that he is not sure he agrees with the appraisal that was done to determine the assessments and that the

proposed assessments could cause a hardship on both commercial and residential owners. MOTION 11R-05-19 WAS MADE BY DAVE NEVIN AND SECONDED BY JOHN ANDREWS TO APPROVE RESOLUTION NO. 19-30 RECEIVING FEASIBILITY REPORT FOR THE SANITARY SEWER EXTENSION TO THE INTERSECTION OF CSAH 66 AND CSAH16 AND SETTING THE DATE OF THE PUBLIC HEARING ON FRIDAY, DECEMBER 13, 2019 AT 2:00 P.M. IN CITY HALL. MOTION CARRIED WITH ALL AYES. A lengthy discussion ensued regarding whether the project should be postponed a year and how to make the assessments fair.

Richard Eide of Moonlite Bay Restaurant stated that their septic was upgraded in 2018 and will be in good shape for several years. Mr. Eide asked the Council to take their time so that the assessments are done fairly and properly.

Lee Fischer of 37113 County Road 66 reported that many residents and business owners met to discuss the proposed project. They questioned why the property owners in the Phase 1 area of sanitary sewer were not charged assessment fees and if there will be extra time for residents to hook up if they have a newer septic system.

Phil Martin reported that of the 39 parcels in the project area, five septic systems were less than five-years old. The City has no septic information on 14 of the parcels.

Steve Baker of 37441 County Road 66 suggested that the City consider other methods, rather than assessments, to pay for the project including implementing a sales tax.

Richard Eide of Moonlite Bay Restaurant stated that the property owners in Phase 1 only paid a hookup charge for sanitary sewer and suggested that this set a precedent for future connections. Funds received from the sale of phone company stocks were used to pay for the system and assessments were not charged. Mr. Eide stated that this project benefits the entire City because it helps keep the lake waters clean and that sales tax should be used to pay for the system.

E. MAYOR'S AND COUNCIL MEMBERS' REPORT

1. Marcia Seibert-Volz of 37668 Moen Beach Trail told the Council that they have the power to establish procedures regarding the public forum section of the meeting. Ms. Volz stated that it is frustrating for people to speak during public forum and to have the Council just sit there and not acknowledge them or respond in any way. Attorney Person stated that the policy that the Council currently uses is common among cities because it gives the Council time to make an informed decision on the issue. Aaron Herzog agreed that some matters should be addressed at a later time but that the Council should follow up with requests. Gary Heacox stated that items should be placed on the next agenda. John Andrews and Dave Schrupp stated that the Council should make comments but not make any decisions during public forum.
 - a. Regarding the review of the Planning and Zoning hiring process, Tom Swenson of 36036 West Shore Drive stated that although he was glad the current staff was hired, but more advertising for the positions should have been done, including posting the vacancies on the League of Minnesota Cities' website. Mayor Nevin asked if the legal

requirements were met and Mr. Swenson acknowledged that they were. The Mayor stated that the Council body told staff of the outcome they wanted and directed staff to use this hiring method.

2. MOTION 11R-06-19 WAS MADE BY DAVE NEVIN AND SECONDED BY AARON HERZOG TO NOT PROVIDE FISCAL SUPPORT OF \$100 EACH TO CROW WING COUNTY DWI COURT AND CROW WING COUNTY DRUG COURT. It was noted that such requests should be sent to the Council before the preliminary budget is set.
3. MOTION 11R-07-19 WAS MADE BY JOHN ANDREWS AND SECONDED BY GARY HEACOX TO APPROVE RESOLUTION NO. 19-31 ACCEPTING DONATION OF \$525.61 FROM PAL FOUNDATION FOR HALLOWEEN PARTY EXPENSES. MOTION CARRIED WITH ALL AYES.
4. The Council discussed attendance for Council meetings in January, February and March of next year. It was determined that a quorum of the Council will be present at these meetings. MOTION 11R-08-19 WAS MADE BY DAVE NEVIN AND SECONDED BY AARON HERZOG TO CHANGE THE DATE OF THE JANUARY 2020 REGULAR MEETING TO MONDAY, JANUARY 6, 2020 AT 7:00 P.M. IN CITY HALL. MOTION CARRIED WITH ALL AYES.
5. Mayor Nevin gave a brief update on the new City Hall building. Mark Lindner of 16543 Pine Lure Drive stated that he was on the Building Committee and questioned why the plans were changed for the location of the building. Mayor Nevin replied that the building was moved closer to the ponds because it would have a better view. Mr. Lindner stated that there was less parking since the building moved. Mayor Nevin replied that there was no change to the number of parking spaces. MOTION 11R-09-19 WAS MADE BY DAVE SCHRUPP AND SECONDED BY AARON HERZOG TO APPROVE PAY APPLICATION #2 FROM HY-TEC CONSTRUCTION FOR THE CITY HALL PROJECT IN THE AMOUNT OF \$389,172.67. MOTION CARRIED WITH ALL AYES.

MOTION 11R-10-19 WAS MADE BY DAVE SCHRUPP AND SECONDED BY AARON HERZOG TO MOVE FORWARD WITH PLANS FOR THE REMODELING OF THE FIRE HALL. MOTION CARRIED WITH ALL AYES.

6. Deanne Furan of 36015 Echo Drive gave the Council an update from the VRBO Committee. The committee is comprised of homeowners as well as VRBO owners. The committee has had many meetings to discuss how to regulate VRBO's in the City while not forcing them out of business. The committee has received feedback from the community by placing ads in the local newspaper. Ms. Furan reported that Crow Wing County is considering regulations for VRBO's but the committee would like regulation done at a local level. The committee is working on developing an ordinance that addresses noise, parking, waste disposal and septic compliance. The Ordinance would include licensing the VRBO, rules for the owners to follow and fines for noncompliance. MOTION 11R-11-19 WAS MADE BY JOHN ANDREWS AND SECONDED BY DAVE SCHRUPP TO SUPPORT THE INITIATIVE OF THE VRBO COMMITTEE IN CREATING AN ORDINANCE TO REGULATE VRBO'S IN CROSSLAKE. MOTION CARRIED WITH ALL AYES.

John Andrews gave an update on recycling and reported that Crosslake Rolloff is accepting plastic again.

Marcia Volz stated that the Council still has not taken formal action on the hiring of Planning and Zoning staff. MOTION 11R-12-19 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO APPROVE THE HIRING OF JON KOLSTAD AND CHERYL STUCKMAYER FOR THE PLANNING AND ZONING DEPARTMENT AS OUTLINED IN ITEM #E.1.a. MOTION CARRIED WITH ALL AYES.

MOTION 11R-13-19 WAS MADE BY AARON HERZOG AND SECONDED BY DAVE SCHRUPP TO HAVE COUNCILMEN HERZOG AND SCHRUPP WATCH VIDEO RECORDING OF REGULAR COUNCIL MEETING OF 10/14/19 TO DETERMINE IF LANGUAGE IN CHALLENGED MINUTES SHOULD BE CHANGED. MOTION CARRIED WITH ALL AYES.

F. CITY ADMINISTRATOR'S REPORT

1. MOTION 11R-14-19 WAS MADE BY JOHN ANDREWS AND SECONDED BY GARY HEACOX TO APPROVE THE 2019 AUDIT ENGAGEMENT LETTER FROM CLIFTON LARSON ALLEN AT A COST OF \$25,500. MOTION CARRIED WITH ALL AYES.
2. Mike Lyonais gave an update on Crow Wing County Tax Rates for Taxes Payable in the Year 2020. The City had \$16,510,065 in new construction which helped to keep the rate increase to 0.307% over last year.
3. MOTION 11R-15-19 WAS MADE BY DAVE SCHRUPP AND SECONDED BY GARY HEACOX TO SCHEDULE A SPECIAL MEETING ON THURSDAY, NOVEMBER 21, 2019 AT 9:00 A.M. TO REVIEW THE 2020 BUDGET. MOTION CARRIED WITH ALL AYES.
4. MOTION 11R-16-19 WAS MADE BY GARY HEACOX AND SECONDED BY JOHN ANDREWS TO CLOSE ALL CITY FACILITIES ON TUESDAY, DECEMBER 24, 2019. Mike Lyonais explained that this would include City Hall, Community Center and Public Works (except in the case of a snowstorm). Employees would be required to use either a personal day, vacation time, or compensatory time. If an employee does not have any available time to use, they will have the option to take the day off without pay or come into work with their Department Head's approval. This closing would not include the Police Department. MOTION CARRIED WITH ALL AYES.
5. Mike Lyonais gave an update from the Sales Tax Committee. The committee will be meeting tomorrow to determine what the proposed tax rate should be and what projects should be funded by the revenue.

G. COMMISSION REPORTS

1. PLANNING AND ZONING – In response to the complaint from Lisa Hoag of 35161 West Shore Drive, Jon Kolstad reported that her neighbor pulled a permit for a pole building on June 12, 2019. The parcel where the building was built is 5 acres and the impervious coverage is 6.7%. Once Planning and Zoning was notified that the space was

being rented, Jon Kolstad immediately contacted the property owner and told him that was not allowed in a residential district. The property owner said he would remove the advertisement for rental space. The property owner then added a storage pod and was told that was not allowed unless it was enclosed. Attorney Person suggested that he meet with staff regarding the issue to determine how to regulate the matter because staff is not allowed inside buildings to see how the property is being used. Staff will bring a recommendation to the next Council meeting.

- a. MOTION 11R-17-19 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO APPROVE METES AND BOUNDS SUBDIVISION OF PARCEL NUMBER 14300743, ROBERT AND LAURIE HERJE, INVOLVING 27.4 ACRES INTO 3 TRACTS AND TO ACCEPT CASH IN LIEU OF LAND FOR PARK DEDICATION. MOTION CARRIED WITH ALL AYES.
 - b. MOTION 11R-18-19 WAS MADE BY AARON HERZOG AND SECONDED BY GARY HEACOX TO APPROVE METES AND BOUNDS SUBDIVISION OF PARCEL NUMBERS 1400733, ROBERT AND LAURIE HERJE, INVOLVING 26.7 ACRES INTO 3 TRACTS AND TO ACCEPT CASH IN LIEU OF LAND FOR PARK DEDICATION. MOTION CARRIED WITH ALL AYES.
 - c. MOTION 11R-19-19 WAS MADE BY AARON HERZOG AND SECONDED BY GARY HEACOX TO APPROVE THE FINAL PLAT OF BLUE RUSH ESTATES INVOLVING 5.9 ACRES INTO 4 TRACTS AND TO ACCEPT CASH IN LIEU OF LAND FOR PARK DEDICATION. MOTION CARRIED WITH ALL AYES.
 - d. Planning and Zoning Commission Chair Mark Wessels reported that the Commission would like to meet with the Council to discuss potential changes to the Land Use Ordinance. MOTION 11R-20-19 WAS MADE BY AARON HERZOG AND SECONDED BY DAVE SCHRUPP TO SCHEDULE A SPECIAL JOINT CITY COUNCIL/PLANNING AND ZONING COMMISSION MEETING ON FRIDAY, DECEMBER 6, 2019 AT 9:00 A.M. FOR THE PURPOSE OF DISCUSSING POTENTIAL CHANGES TO THE CITY OF CROSSLAKE LAND USE ORDINANCE. Gary Heacox stated that the changes should coincide with the City's Comprehensive Plan. MOTION CARRIED WITH ALL AYES.
2. PUBLIC SAFETY
- a. MOTION 11R-21-19 WAS MADE BY GARY HEACOX AND SECONDED BY DAVE SCHRUPP TO APPROVE THE ORDERING OF TWO 2020 FORD SUV POLICE INTERCEPTORS FROM HIBBING FORD AT A COST OF \$33,282.34 EACH. Chief Lee noted that these vehicles will replace the 6-year old Taurus and 5-year old Explorer. The funds for this purchase are included in the 2020 Budget. MOTION CARRIED WITH ALL AYES.
 - b. MOTION 11R-22-19 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO ACCEPT THE RESIGNATION OF POLICE OFFICER TONY BRUNHUBER EFFECTIVE NOVEMBER 30, 2019. Chief Lee stated that Mr. Brunhuber has agreed to be placed on the part-time roster. MOTION CARRIED WITH ALL AYES.

MOTION 11R-23-19 WAS MADE BY AARON HERZOG AND SECONDED BY GARY HEACOX TO DIRECT ERIK LEE AND MIKE LYONAIIS TO NEGOTIATE WITH PART-TIME OFFICERS TO FILL THE OPEN POSITION OR TO ADVERTISE VACANCY AND BRING RECOMMENDATION TO PERSONNEL COMMITTEE. MOTION CARRIED WITH ALL AYES.

3. PUBLIC WORKS/CEMETERY/SEWER

- a. Included in the packet was a letter dated November 5, 2019 from Phil Martin regarding the review of Norway Trail and Brook Street Sanitary Sewer Petition. Mr. Martin indicated that there are many questions regarding the validity of the petition, including whether all property owners of a parcel needed to sign, whether certain properties should be included in the project, and whether the project would include the reconstruction of the roads. Attorney Person noted that if four Council Members are in favor of the project, a petition is not required. Phil Martin suggested that the work of obtaining a proper petition be put back on the residents.

4. PARKS, RECREATION AND LIBRARY

- a. MOTION 11R-24-19 WAS MADE BY DAVE SCHRUPP AND SECONDED BY GARY HEACOX TO APPROVE THE REPLACEMENT OF CARPET IN THE FITNESS ROOM AND RECEPTION/OFFICE AREA OF THE COMMUNITY CENTER WITH CARPET TILES AT AN ESTIMATED COST OF \$9,680. Dave Nevin suggested that staff move the fitness equipment in order to keep the price down. MOTION CARRIED WITH ALL AYES.
- b. MOTION 11R-25-19 WAS MADE BY JOHN ANDREWS AND SECONDED BY DAVE SCHRUPP TO DIRECT STAFF TO CREATE A DETAILED RIGHT OF WAY DATA BASE, INCLUDING PICTURES, TO IDENTIFY ISSUES SUCH AS ENCROACHMENTS AND UNAUTHORIZED IMPROVEMENTS. MOTION CARRIED WITH ALL AYES.

H. PUBLIC FORUM – None.

I. OLD BUSINESS – None.

J. NEW BUSINESS - None.

K. CITY ATTORNEY REPORT – The Council adjourned to a closed session at 9:42 P.M. to discuss land negotiations.

L. ADJOURN - The Council resumed the open session and the Mayor adjourned the meeting at 9:54 P.M.

Respectfully Submitted,

Charlene Nelson
City Clerk

SPECIAL COUNCIL MEETING
CITY OF CROSSLAKE
THURSDAY, NOVEMBER 21, 2019
9:00 A.M. – CITY HALL

The Council for the City of Crosslake held a Special Meeting on November 21, 2019. The following Council Members were present: Mayor Dave Nevin, Gary Heacox, Aaron Herzog, Dave Schrupp and John Andrews. Also present were City Administrator/Treasurer Mike Lyonais, City Clerk Char Nelson, Park Director TJ Graumann, Public Works Director Ted Strand, Fire Chief Chip Lohmiller, Police Chief Erik Lee, and Zoning Administrator Jon Kolstad. There were six people in the audience.

1. Mayor Nevin called the meeting to order at 9:00 A.M.
2. MOTION 11SP1-01-19 WAS MADE BY JOHN ANDREWS AND SECONDED BY GARY HEACOX TO APPROVE BILLS FOR APPROVAL IN THE AMOUNT OF \$43,837.87. MOTION CARRIED WITH ALL AYES.
3. Mike Lyonais reviewed the proposed 2020 Budget with the Council. The budget includes a 9% levy increase, allowing for approximately \$112,000 in undesignated funds, should any unforeseen expenses develop in 2020. The proposed budget does include support to the Initiative Foundation, Chamber of Commerce, Crosslakers projects, fireworks, and BLAEDC. Mr. Lyonais provided a lengthy explanation of funds that were reallocated, projects that have been delayed, and how much money will be carried over from 2019's budget to 2020. Other changes include the elimination of recycling expense and revenue due to the County taking over that program, removing cemetery survey expenses, and projecting out the cost of squad car purchases over six years. Dave Nevin asked if the Council could see sales of surplus equipment. Mr. Lyonais replied that Council could stop in the office to see information or look at the monthly revenue report.

Mr. Lyonais reviewed the Crow Wing County tax calculation for the preliminary levy increase of 9%. Mr. Lyonais explained that the levy amount divided by the taxable market value equals the tax rate. The tax rate increase, with a 9% levy increase, over last year is .307%. The value of new construction was 16,510,065. Mr. Lyonais provided another scenario of increasing the levy by 6.15%. This would just cover expenses with no cushion for unknowns. Dave Schrupp suggested that the Council could use savings to cover any unknown expenses. Aaron Herzog stated that \$100,000 could be spent fast if there were a problem in Public Works or Sewer. The Council reviewed tax rate comparisons with neighboring communities.

Dave Schrupp asked if Wild Wind Ranch Drive was in the plan for reconstruction in 2020. The City had budgeted for that in 2019, but the project was not completed. Ted Strand stated that the project should be moved to 2020. Mr. Lyonais stated that he would add the project to the budget. Dave Schrupp recognized that operating costs were reduced since the first draft of the budget.

Aaron Herzog, Gary Heacox and John Andrews were in favor of increasing the levy by 9%. Dave Schrupp and Dave Nevin thought the Council should spend cash and lower the levy. Mr. Herzog noted that the City obtained a low interest rate on bonds because of the amount of savings that the City has.

4. Mike Lyonais reviewed the capital projects proposed for years 2021 through 2035 totaling approximately \$34M. If the City implemented a half percent sales tax, revenue over that 15-year period would be approximately 4M. There are more projects than the sales tax could fund, which is needed to determine the local sales tax option percentage and projects. The Sales Tax Committee recommended that the City implement a local sales tax at ½% for 25 years for the City of Crosslake wastewater collection and treatment facilities which supports the comprehensive plan and capital budget. John Andrews added that the quality of the lakes and drinking water are important to everyone in Crosslake. Aaron Herzog noted that the tax revenue cannot be used to offset assessments and connection fees. Ted Strand explained that the life expectancy of a wastewater treatment facility is twenty years and that is why he added 7M in year 2029 for upgrades. Gary Heacox noted that the sewer fees do not generate revenue. Dave Nevin was in favor of a 1% sales tax and Mike Lyonais noted that the resolution could include language such as “up to 1%”. The Sales Tax Committee was not in favor of 1% because the chances of having that approved by the residents of Crosslake is less likely than at ½%. Aaron Herzog noted that the City could request an increase in the future.

MOTION 11SP1-02-19 WAS MADE BY JOHN ANDREWS AND SECONDED BY GARY HEACOX TO ACCEPT THE RECOMMENDATION OF THE SALES TAX COMMITTEE. MOTION CARRIED WITH ALL AYES.

MOTION 11SP1-03-19 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO HOLD A WORKSHOP ON FRIDAY, DECEMBER 6, 2019 AT 10:00 A.M. FOR THE PURPOSE OF DETERMINING THE PROJECTS TO BE INCLUDED IN THE LOCAL SALES TAX OPTION RESOLUTION. MOTION CARRIED WITH ALL AYES.

MOTION 11SP1-04-19 WAS MADE BY GARY HEACOX AND SECONDED BY AARON HERZOG TO APPROVE THE 2020 BUDGET AS PRESENTED WITH A 9% LEVY INCREASE. MOTION CARRIED WITH ALL AYES.

5. There being no further business at 10:42 A.M., MOTION 11SP1-05-19 WAS MADE BY DAVE SCHRUPP AND SECONDED BY JOHN ANDREWS TO ADJOURN THE MEETING. MOTION CARRIED WITH ALL AYES.

Respectfully Submitted,

Charlene Nelson
City Clerk

CITY OF CROSSLAKE

12/05/19 8:33 AM

Page 1

Month-End Revenue

Current Period: NOVEMBER 2019

SRC	SRC Descr	2019 Budget	NOVEMBER 2019 Amt	2019 YTD Amt	2019 YTD Balance	2019 % of Budget
FUND 101 GENERAL FUND						
31000	General Property Taxes	\$3,218,300.00	\$0.00	\$1,808,188.01	\$1,410,111.99	56.18%
31055	Tax Incr 1-8 Crosswoods Dev	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31101	County Payment Joint Facility	\$111,116.00	\$0.00	\$111,249.91	-\$133.91	100.12%
31300	Emergency Services Levy	\$0.00	\$0.00	\$8.55	-\$8.55	0.00%
31305	2003 Joint Facility Levy	\$0.00	\$0.00	\$18.69	-\$18.69	0.00%
31310	2012 Series A Levy	\$123,884.00	\$0.00	\$69,443.03	\$54,440.97	56.05%
31800	Other Taxes	\$1,500.00	\$0.00	\$1,438.56	\$61.44	95.90%
31900	Penalties and Interest DelTax	\$2,500.00	\$0.00	\$446.08	\$2,053.92	17.84%
32110	Alcoholic Beverages	\$16,000.00	\$0.00	\$13,500.00	\$2,500.00	84.38%
32111	Club Liquor License	\$500.00	\$0.00	\$500.00	\$0.00	100.00%
32112	Beer and Wine License	\$100.00	\$0.00	\$175.00	-\$75.00	175.00%
32180	Other Licenses/Permits	\$200.00	\$0.00	\$3,505.00	-\$3,305.00	1752.50%
33400	State Grants and Aids	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
33401	Local Government Aid	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33402	Homestead Credit	\$0.00	\$0.00	\$189.18	-\$189.18	0.00%
33403	Mobile Home Homestead Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33406	Taconite Homestead Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33416	Police Training Reimbursement	\$2,000.00	\$0.00	\$4,970.88	-\$2,970.88	248.54%
33417	Police State Aid	\$33,000.00	\$0.00	\$45,797.68	-\$12,797.68	138.78%
33418	Fire State Aid	\$38,000.00	\$39,025.43	\$40,025.43	-\$2,025.43	105.33%
33419	Fire Training Reimbursement	\$5,000.00	\$0.00	\$19,135.00	-\$14,135.00	382.70%
33420	Insurance Premium Reimburse	\$0.00	\$0.00	\$4,849.00	-\$4,849.00	0.00%
33422	PERA State Aid	\$1,181.00	\$0.00	\$590.50	\$590.50	50.00%
33423	Insurance Claim Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33650	Recycling Grant	\$29,200.00	\$0.00	\$29,200.00	\$0.00	100.00%
34000	Charges for Services	\$500.00	\$0.00	\$295.85	\$204.15	59.17%
34010	Sale of Maps and Publications	\$100.00	\$0.00	\$40.00	\$60.00	40.00%
34050	Candidate Filing Fees	\$20.00	\$0.00	\$0.00	\$20.00	0.00%
34103	Zoning Permits	\$30,000.00	\$2,625.00	\$57,175.00	-\$27,175.00	190.58%
34104	Plat Check Fee/Subdivision Fee	\$1,500.00	\$11,250.00	\$18,275.00	-\$16,775.00	1218.33%
34105	Variances and CUPS/IUPS	\$9,000.00	\$500.00	\$8,000.00	\$1,000.00	88.89%
34106	Sign Permits	\$500.00	\$0.00	\$200.00	\$300.00	40.00%
34107	Assessment Search Fees	\$800.00	\$65.00	\$985.00	-\$185.00	123.13%
34108	Zoning Misc/Penalties	\$0.00	\$0.00	\$3,800.00	-\$3,800.00	0.00%
34109	Zoning Reimb Eng/Legal/Survey	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34110	TIF/JOBZ Pre Application Fee	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34111	Driveway Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34112	Septic Permits	\$5,000.00	\$250.00	\$12,950.00	-\$7,950.00	259.00%
34113	Landscape License Fee	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34114	Zoning Map/Ordinance Amendment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34201	Fire Department Donations	\$200.00	\$8,332.48	\$13,570.98	-\$13,370.98	6785.49%
34202	Fire Protection and Calls	\$30,000.00	\$0.00	\$31,577.07	-\$1,577.07	105.26%
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	\$54,733.00	\$13,775.00	\$54,825.00	-\$92.00	100.17%
34211	Police Donations	\$0.00	\$0.00	\$2,550.00	-\$2,550.00	0.00%
34213	Police Receipts	\$5,000.00	\$0.00	\$622.80	\$4,377.20	12.46%
34214	Tac Team Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34215	Pass Thru Donations	\$0.00	\$0.00	\$6,500.00	-\$6,500.00	0.00%
34300	E911 Signs	\$1,000.00	\$0.00	\$2,600.00	-\$1,600.00	260.00%
34700	Park & Rec Donation	\$300.00	\$0.00	\$711.00	-\$411.00	237.00%

CITY OF CROSSLAKE

12/05/19 8:33 AM

Page 2

Month-End Revenue

Current Period: NOVEMBER 2019

SRC	SRC Descr	2019 Budget	NOVEMBER 2019 Amt	2019 YTD Amt	2019 YTD Balance	2019 % of Budget
34701	Halloween Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34711	Taxable Merchandise/Rentals	\$200.00	\$0.00	\$819.00	-\$619.00	409.50%
34740	Park Concessions	\$500.00	\$5.50	\$89.50	\$410.50	17.90%
34741	Gen Gov t Concessions	\$100.00	\$227.35	\$1,001.08	-\$901.08	1001.08%
34742	Park Concessions - Food	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34743	Public Works Concessions	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34744	Fire Department Concessions	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34750	CCC/Park User Fee	\$4,000.00	\$211.00	\$4,142.00	-\$142.00	103.55%
34751	Shelter/Beer/Wine Fees	\$300.00	\$0.00	\$27.00	\$273.00	9.00%
34760	Library Cards	\$500.00	\$124.00	\$1,138.00	-\$638.00	227.60%
34761	Library Donations	\$500.00	\$0.00	\$45.00	\$455.00	9.00%
34762	Library Copies	\$300.00	\$24.00	\$420.50	-\$120.50	140.17%
34763	Library Events	\$5,000.00	\$0.00	\$5,086.14	-\$86.14	101.72%
34764	Library Miscellaneous	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
34765	Summer Reading Program	\$300.00	\$0.00	\$170.00	\$130.00	56.67%
34766	Library Luncheon	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34767	New York Times Best Seller Pro	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34768	PAL Foundation - Library	\$250.00	\$0.00	\$3,184.11	-\$2,934.11	1273.64%
34769	PAL Foundation - Park	\$3,000.00	\$525.61	\$12,257.77	-\$9,257.77	408.59%
34770	Silver Sneakers	\$9,000.00	\$2,179.00	\$15,618.00	-\$6,618.00	173.53%
34790	Park Dedication Fees	\$4,500.00	\$0.00	\$34,500.00	-\$30,000.00	766.67%
34800	Tennis Fees	\$1,500.00	\$0.00	\$1,961.00	-\$461.00	130.73%
34801	Recreational-Program	\$3,000.00	\$0.00	\$225.00	\$2,775.00	7.50%
34802	Softball/Baseball Fees	\$1,000.00	\$0.00	\$495.00	\$505.00	49.50%
34803	Recreation-Misc. Receipts	\$1,000.00	\$19.00	\$84.00	\$916.00	8.40%
34805	Aerobics Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34806	Weight Room Fees	\$30,000.00	\$2,998.00	\$36,471.00	-\$6,471.00	121.57%
34807	Volleyball Fees	\$750.00	\$36.00	\$492.00	\$258.00	65.60%
34808	Silver and Fit	\$13,000.00	\$1,002.00	\$10,898.00	\$2,102.00	83.83%
34809	Soccer Fees	\$1,500.00	\$0.00	\$1,835.00	-\$335.00	122.33%
34810	Pickle Ball	\$8,000.00	\$88.00	\$7,050.00	\$950.00	88.13%
34910	Transit Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34940	Cemetery Lots	\$3,000.00	\$250.00	\$14,250.00	-\$11,250.00	475.00%
34941	Cemetery Openings	\$3,500.00	\$0.00	\$5,200.00	-\$1,700.00	148.57%
34942	Cemetery Other	\$450.00	\$200.00	\$1,000.00	-\$550.00	222.22%
34950	Public Works Revenue	\$1,500.00	\$0.00	\$2,166.64	-\$666.64	144.44%
34952	County Joint Facility Payments	\$45,000.00	\$0.00	\$19,239.70	\$25,760.30	42.75%
34953	Recycling Revenues	\$50.00	\$0.00	\$482.05	-\$432.05	964.10%
35100	Court Fines	\$10,000.00	\$941.09	\$15,361.66	-\$5,361.66	153.62%
35103	Library Fines	\$600.00	\$9.00	\$288.59	\$311.41	48.10%
35105	Restitution Receipts	\$1,000.00	\$0.00	\$4,442.73	-\$3,442.73	444.27%
36200	Miscellaneous Revenues	\$5,000.00	\$156.05	\$2,187.71	\$2,812.29	43.75%
36201	Misc Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36202	LIBRARY GRANTS	\$5,000.00	\$0.00	\$5,000.00	\$0.00	100.00%
36210	Interest Earnings	\$60,500.00	\$16,144.99	\$174,649.96	-\$114,149.96	288.68%
36230	Contributions and Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36254	Sp Assess Prin-Bridges	\$6,909.00	\$0.00	\$3,831.02	\$3,077.98	55.45%
36255	Sp Assess Int-Bridges	\$1,063.00	\$0.00	\$454.28	\$608.72	42.74%
36256	Andys Parking Lot Principal	\$5,790.00	\$0.00	\$1,447.56	\$4,342.44	25.00%
36257	Andys Parking Lot Interest	\$913.00	\$0.00	\$0.00	\$913.00	0.00%
38050	Telephone Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
38051	Telephone True-Up	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
38052	Telephone Miscellaneous Rev	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

CITY OF CROSSLAKE

12/05/19 8:33 AM

Page 3

Month-End Revenue

Current Period: NOVEMBER 2019

SRC	SRC Descr	2019 Budget	NOVEMBER 2019 Amt	2019 YTD Amt	2019 YTD Balance	2019 % of Budget
39101	Sales of General Fixed Assets	\$0.00	\$0.00	\$16,105.00	-\$16,105.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39204	Transfer Frm Needs Assess Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39230	Proceeds - 2006 Series B Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39300	Proceeds-Gen Long-term Debt	\$539,490.00	\$0.00	\$0.00	\$539,490.00	0.00%
39330	Proceeds from Capital Lease	\$0.00	\$0.00	\$6,672.29	-\$6,672.29	0.00%
39400	Bond Premium	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39700	Capital Contrib from CU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 101 GENERAL FUND		\$4,501,149.00	\$100,963.50	\$2,778,696.49	\$1,722,452.51	61.73%
FUND 301 DEBT SERVICE FUND						
31000	General Property Taxes	\$0.00	\$0.00	\$5.94	-\$5.94	0.00%
31001		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31100	General Tax Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31101	County Payment Joint Facility	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31200	Community Ctr Levy Refund 2002	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31300	Emergency Services Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31301	1999 Series A Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31302	1999 Series B Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31303	2001 Series A Levy	\$0.00	\$0.00	\$5.73	-\$5.73	0.00%
31304	2002 Series A Levy	\$0.00	\$0.00	\$4.04	-\$4.04	0.00%
31305	2003 Joint Facility Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31306	2003 Disposal System Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31307	2004 Series A Levy	\$0.00	\$0.00	\$18.33	-\$18.33	0.00%
31308	2006 Series B Levy	\$0.00	\$0.00	\$24.44	-\$24.44	0.00%
31309	2006 Series C Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31310	2012 Series A Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31311	2015 GO Equip Certs 2015B	\$155,127.00	\$0.00	\$86,982.77	\$68,144.23	56.07%
31312	2017 GO Sewer Rev Imp Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31313	2018 ROADS-EST BOND LEVY	\$105,000.00	\$0.00	\$58,300.87	\$46,699.13	55.52%
31900	Penalties and Interest DelTax	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33402	Homestead Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36104	Penalty & Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36105	Sp Assess Prin Ox Lake 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36106	Sp Assess Int Ox Lake 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36107	Sp Assess Prin Jason/Staley 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36108	Sp Assess Int Jason/Staley 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36109	Sp Assess Prin Lakeshore/Pk 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36110	Sp Assess Int Lakeshore/Pk 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36111	Sp Assess Prin Miller/Mary 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36112	Sp Assess Int Miller/Mary 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36113	Sp Assess Prin Sugar Loaf 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36114	Sp Assess Int Sugar Loaf 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36115	Sp Assess Prin Kimberly 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36116	Sp Assess Int Kimberly 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36117	Sp Assess Prin Shamrock 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36118	Sp Assess Int Shamrock 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36119	Sp Assess Prin Sleepy Val 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36120	Sp Assess Int Sleepy Val 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36121	Sp Assess Prin Tamarack 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36122	Sp Assess Int Tamarack 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36123	Sp Assess Prin Red Pine 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36124	Sp Assess Int Red Pine 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

CITY OF CROSSLAKE

12/05/19 8:33 AM

Page 4

Month-End Revenue

Current Period: NOVEMBER 2019

SRC	SRC Descr	2019 Budget	NOVEMBER 2019 Amt	2019 YTD Amt	2019 YTD Balance	2019 % of Budget
36125	Sp Assess Prin Cross Ave 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36126	Sp Assess Int Cross Ave 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36127	Sp Assess Prin Wilderness 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36128	Sp Assess Int Wilderness 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36129	Sp Assess Prin Kimberly/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36130	Sp Assess Int Kimberly/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36131	Sp Assess Prin Waterwood/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36132	Sp Assess Int Waterwood/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36133	Sp Assess Prin Shores Dr/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36134	Sp Assess Int Shores Dr/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36135	Sp Assess Prin Backdahl Rd/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36136	Sp Assess Int Backdahl Rd/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36137	Sp Assess Prin Daggett Lane/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36138	Sp Assess Int Daggett Lane/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36139	Sp Assess Prin Deer Rg/Ridg/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36140	Sp Assess Int Deer Rg/Ridg/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36141	Sp Assess Prin Log Ldg/Timb/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36142	Sp Assess Int Log Ldg/Timb/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36143	Sp Assess Prin Velvet Ln/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36144	Sp Assess Int Velvet Ln/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36145	Sp Assess Prin Rabbit Ln/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36146	Sp Assess Int Rabbit Ln/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36147	Sp Assess Prin PineBay/Wolf 00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36148	Sp Assess Int Pine Bay/Wolf 00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36149	Sp Assess Prin White Oak Dr/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36150	Sp Assess Int White Oak Dr/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36151	Sp Assess Prin Red Oak Cir/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36152	Sp Assess Int Red Oak Cir/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36153	Sp Assess Prin Summit Ave/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36154	Sp Assess Int Summit Ave/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36155	Sp Assess Prin Gale Ln/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36156	Sp Assess Int Gale Ln/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36157	Sp Assess Prin Rush Ln/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36158	Sp Assess Int Rush Ln/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36159	Sp Assess Prin Gins/Twin/An/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36160	Sp Assess Int Gins/Twin/An/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36161	Sp Assess Prin Anchor Pt Tr/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36162	Sp Assess Int Anchor Pt Tr/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36163	Sp Assess Prin Ivy Ln/Tr/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36164	Sp Assess Int Ivy Ln/Tr/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36165	Sp Assess Prin 1st/2nd/2nd/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36166	Sp Assess Int 1st/2nd/2nd/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36167	Sp Assess Prin Anderson Ct/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36168	Sp Assess Int Anderson Ct/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36169	Sp Assess Prin Cool Haven/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36170	Sp Assess Int Cool Haven/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36171	Sp Assess Prin Pinedale/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36172	Sp Assess Int Pinedale/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36173	Sp Assess Prin Manhattan Dr/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36174	Sp Assess Int Manhattan Dr/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36175	Sp Assess Prin Eagle St/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36176	Sp Assess Int Eagle St/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36177	Sp Assess Prin Wolf Tr/Ct/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

CITY OF CROSSLAKE

12/05/19 8:33 AM

Page 5

Month-End Revenue

Current Period: NOVEMBER 2019

SRC	SRC Descr	2019 Budget	NOVEMBER 2019 Amt	2019 YTD Amt	2019 YTD Balance	2019 % of Budget
36178	Sp Assess Int Wolf Tr/Ct/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36179	Sp Assess Prin Willwood/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36180	Sp Assess Int Willwood/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36181	Sp Assess Prin Shafer Rd/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36182	Sp Assess Int Shafer Rd/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36183	Sp Assess Prin Sandra Rd/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36184	Sp Assess Int Sandra Rd/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36185	Sp Assess Prin Lake Tr/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36186	Sp Assess Int Lake Tr/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36187	Sp Assess Prin Happy Cove/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36188	Sp Assess Int Happy Cove/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36189	Sp Assess Prin Bay Shores/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36190	Sp Assess Int Bay Shores/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36191	Sp Assess Prin Woodland Dr/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36192	Sp Assess Int Woodland Dr/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36193	Sp Assess Prin Pine Pt/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36194	Sp Assess Int Pine Pt/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36195	Sp Assess Prin ABC Dr 03	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36196	SpAssess Int ABC Drive	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36197	SpAssess Prin Wildwood/White B	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36198	SpAssess Int Wildwood/White B	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36199	SpAssess Prin Greer Lake Rd 03	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36235	SpAssess Int Greer Lake Rd 03	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36236	SpAssess Prin East Shore 2004	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36237	SpAssess Int East Shore 2004	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36238	SpAssess Prin Margaret 2004	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36239	SpAssess Int Margaret 2004	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36240	SpAssess Prin Edgewater 2004	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36241	SpAssess Int Edgewater 2004	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36242	SpAssess Prin Gendreau 2004	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36243	SpAssess Int Gendreau 2004	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36244	Sp Assess Prin - Duck Lane	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36245	Sp Assess Int - Duck Lane	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36246	Sp Assess Prin - Sunset Drive	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36247	Sp Assess Int - Sunset Drive	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36248	Sp Assess Prin - Maroda Drive	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36249	Sp Assess Int - Maroda Drive	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36250	Sp Assess Prin - Johnnie/Rober	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36251	Sp Assess Int - Johnnie/Robert	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36252	Sp Assess Prin - Brita/Pinevie	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36253	Sp Assess Int - Brita/Pineview	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36254	Sp Assess Prin-Bridges	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36255	Sp Assess Int-Bridges	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
38052	Telephone Miscellaneous Rev	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39230	Proceeds - 2006 Series B Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39300	Proceeds-Gen Long-term Debt	\$0.00	\$0.00	\$32,133.00	-\$32,133.00	0.00%
39311	Proceeds-Wilderness GO Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39314	Proceeds-2001 Bond Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39315	Proceeds-2002 Bond Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39318	Proceeds--2004 ESC Refunding	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

CITY OF CROSSLAKE

12/05/19 8:33 AM

Page 6

Month-End Revenue

Current Period: NOVEMBER 2019

SRC	SRC Descr	2019 Budget	NOVEMBER 2019 Amt	2019 YTD Amt	2019 YTD Balance	2019 % of Budget
39319	Proceeds-2004 Impr Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39900	02 Series A	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 301 DEBT SERVICE FUND		\$260,127.00	\$0.00	\$177,475.12	\$82,651.88	68.23%
FUND 401 GENERAL CAPITAL PROJECTS						
31000	General Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33420	Insurance Premium Reimburse	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34790	Park Dedication Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$75.68	-\$75.68	0.00%
36230	Contributions and Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39101	Sales of General Fixed Assets	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39102	Sale of City Hall	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39103	Sale of Fire Hall	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39104	Sale of Lots-Gendreau Addn.	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39231	Proceeds-2006 Series C Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39310	Proceeds-Gen Obligation Bond	\$0.00	\$0.00	\$3,812,437.10	-\$3,812,437.10	0.00%
FUND 401 GENERAL CAPITAL PROJECTS		\$0.00	\$0.00	\$3,812,512.78	-\$3,812,512.78	0.00%
FUND 405 TAX INCREMENT FINANCE PROJECTS						
31000	General Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31050	Tax Increments LeRever	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31051	Tax Increments Daggett Brook	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31052	Tax Increments Reeds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31053	Tax Increments - Ace Hardware	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31054	Tax Increment - Crosswoods	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31055	Tax Incr 1-8 Crosswoods Dev	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31056	Tax Increment 1-9 C&J Develop	\$11,000.00	\$0.00	\$6,176.80	\$4,823.20	56.15%
33403	Mobile Home Homestead Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36104	Penalty & Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36201	Misc Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 405 TAX INCREMENT FINANCE PROJE		\$11,000.00	\$0.00	\$6,176.80	\$4,823.20	56.15%
FUND 412 DUCK LANE						
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39310	Proceeds-Gen Obligation Bond	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 412 DUCK LANE		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 414 SUNRISE ISLAND BRIDGE PROJECT						
33400	State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 414 SUNRISE ISLAND BRIDGE PROJEC		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 415 AMBULANCE PROJECT						
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 415 AMBULANCE PROJECT		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 420 LIBRARY PROJECT						
31000	General Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

CITY OF CROSSLAKE

12/05/19 8:33 AM

Page 7

Month-End Revenue

Current Period: NOVEMBER 2019

SRC	SRC Descr	2019 Budget	NOVEMBER 2019 Amt	2019 YTD Amt	2019 YTD Balance	2019 % 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	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39204	Transfer Frm Needs Assess Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39316	Proceeds-2003 Series A Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39317	Proceeds-2003 Series B Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 432 SEWER PROJECT		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 502 ECONOMIC DEVELOPMENT FUND						
31000	General Property Taxes	\$8,500.00	\$0.00	\$4,790.43	\$3,709.57	56.36%
31100	General Tax Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31101	County Payment Joint Facility	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31300	Emergency Services Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31305	2003 Joint Facility Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31802	EDA Tax Receipts	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34101	City Hall User Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34215	Pass Thru Donations	\$0.00	\$0.00	\$20.00	-\$20.00	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		\$8,500.00	\$0.00	\$4,810.43	\$3,689.57	56.59%
FUND 503 EDA (REVOLVING LOAN)						
34951	Rev Loan Principal Pymts	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36211	Revolving Loan Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 503 EDA (REVOLVING LOAN)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 601 SEWER OPERATING FUND						
33423	Insurance Claim Reimbursement	\$0.00	\$0.00	\$9,214.29	-\$9,214.29	0.00%
34410	Unallocated Reserves	\$0.00	-\$61.00	-\$108.18	\$108.18	0.00%
36104	Penalty & Interest	\$1,000.00	\$95.22	\$1,806.94	-\$806.94	180.69%
36200	Miscellaneous Revenues	\$1,000.00	\$0.00	\$2,339.20	-\$1,339.20	233.92%
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	\$260,000.00	\$24,449.59	\$268,730.66	-\$8,730.66	103.36%
37250	Sewer Connection Payments	\$0.00	\$0.00	\$6,500.00	-\$6,500.00	0.00%
37500	Capital Contribution	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39204	Transfer Frm Needs Assess Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39310	Proceeds-Gen Obligation Bond	\$1,200,000.00	\$0.00	\$0.00	\$1,200,000.00	0.00%
FUND 601 SEWER OPERATING FUND		\$1,462,000.00	\$24,483.81	\$288,482.91	\$1,173,517.09	19.73%

CITY OF CROSSLAKE

12/05/19 8:33 AM

Page 8

Month-End Revenue

Current Period: NOVEMBER 2019

SRC	SRC Descr	2019 Budget	NOVEMBER 2019 Amt	2019 YTD Amt	2019 YTD Balance	2019 % of Budget
FUND 614 TELEPHONE AND CABLE FUND						
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39105	Sales Proceeds - Gain/Loss	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 614 TELEPHONE AND CABLE FUND		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 651 SEWER RESTRICTED SINKING FUND						
31306	2003 Disposal System Levy	\$221,000.00	\$0.00	\$123,881.17	\$97,118.83	56.05%
31312	2017 GO Sewer Rev Imp Bonds	\$118,776.00	\$0.00	\$66,552.38	\$52,223.62	56.03%
33402	Homestead Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36104	Penalty & Interest	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36201	Misc Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
37250	Sewer Connection Payments	\$12,000.00	\$0.00	\$0.00	\$12,000.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 651 SEWER RESTRICTED SINKING FU		\$353,776.00	\$0.00	\$190,433.55	\$163,342.45	53.83%
		\$6,596,552.00	\$125,447.31	\$7,258,588.08	-\$662,036.08	110.04%

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12/05/19 8:04 AM

Page 1

CITY OF CROSSLAKE
Month End Expenditures
 Current Period: NOVEMBER 2019

OBJ	OBJ Descr	2019 Budget	NOVEMBER 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
FUND 101 GENERAL FUND						
DEPT 41110 Council						
100	Wages and Salaries Dept Head	\$27,000.00	\$2,250.00	\$24,670.00	\$2,330.00	91.37%
122	FICA	\$2,066.00	\$172.15	\$1,887.53	\$178.47	91.36%
151	Workers Comp Insurance	\$131.00	\$0.00	\$92.00	\$39.00	70.23%
208	Instruction Fees	\$1,500.00	\$0.00	\$450.00	\$1,050.00	30.00%
321	Communications-Cellular	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
331	Travel Expenses	\$1,500.00	\$0.00	\$316.72	\$1,183.28	21.11%
340	Advertising	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
360	Insurance	\$150.00	\$0.00	\$0.00	\$150.00	0.00%
430	Miscellaneous	\$706.00	\$0.00	\$0.00	\$706.00	0.00%
433	Dues and Subscriptions	\$0.00	\$0.00	\$30.00	-\$30.00	0.00%
DEPT 41110 Council		\$33,053.00	\$2,422.15	\$27,446.25	\$5,606.75	83.04%
DEPT 41400 Administration						
100	Wages and Salaries Dept Head	\$97,351.00	\$7,591.60	\$91,069.20	\$6,281.80	93.55%
101	Assistant	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
102	Consultant	\$3,750.00	\$0.00	\$0.00	\$3,750.00	0.00%
105	Part-time	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
109	Secretary/Bookkeeper	\$72,813.00	\$5,646.00	\$67,706.00	\$5,107.00	92.99%
121	PERA	\$12,762.00	\$992.82	\$11,908.11	\$853.89	93.31%
122	FICA	\$13,017.00	\$904.68	\$10,913.37	\$2,103.63	83.84%
131	Employer Paid Health	\$39,245.00	\$3,270.40	\$36,130.40	\$3,114.60	92.06%
132	Employer Paid Disability	\$1,440.00	\$126.41	\$1,390.59	\$49.41	96.57%
133	Employer Paid Dental	\$2,064.00	\$172.00	\$1,892.00	\$172.00	91.67%
134	Employer Paid Life	\$134.00	\$10.40	\$120.80	\$13.20	90.15%
136	Deferred Compensation	\$1,300.00	\$100.00	\$1,200.00	\$100.00	92.31%
151	Workers Comp Insurance	\$2,244.00	\$0.00	\$1,287.00	\$957.00	57.35%
152	Health Savings Account Contrib	\$12,000.00	\$0.00	\$12,000.00	\$0.00	100.00%
200	Office Supplies	\$1,800.00	\$0.00	\$1,889.76	-\$89.76	104.99%
208	Instruction Fees	\$2,000.00	\$0.00	\$1,010.10	\$989.90	50.51%
210	Operating Supplies	\$1,500.00	\$40.00	\$714.02	\$785.98	47.60%
220	Repair/Maint Supply - Equip	\$3,834.00	\$166.66	\$3,611.60	\$222.40	94.20%
301	Auditing and Acct g Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$4,000.00	\$260.11	\$2,623.56	\$1,376.44	65.59%
322	Postage	\$1,000.00	\$0.00	\$400.19	\$599.81	40.02%
331	Travel Expenses	\$1,500.00	\$0.00	\$499.46	\$1,000.54	33.30%
334	Vehicle Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
340	Advertising	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
341	Newsletter Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
351	Legal Notices Publishing	\$1,000.00	\$0.00	\$221.00	\$779.00	22.10%
413	Office Equipment Rental/Repair	\$800.00	\$0.00	\$0.00	\$800.00	0.00%
430	Miscellaneous	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
433	Dues and Subscriptions	\$850.00	\$0.00	\$785.00	\$65.00	92.35%
443	Sales Tax	\$100.00	\$4.00	\$12.00	\$88.00	12.00%
500	Capital Outlay	\$4,221.00	\$0.00	\$928.33	\$3,292.67	21.99%
600	Principal	\$835.00	\$70.37	\$766.07	\$68.93	91.74%
610	Interest	\$29.00	\$1.63	\$25.93	\$3.07	89.41%
DEPT 41400 Administration		\$282,089.00	\$19,357.08	\$249,104.49	\$32,984.51	88.31%
DEPT 41410 Elections						
107	Services	\$4,500.00	\$0.00	\$0.00	\$4,500.00	0.00%
122	FICA	\$344.00	\$0.00	\$0.00	\$344.00	0.00%
210	Operating Supplies	\$75.00	\$0.00	\$0.00	\$75.00	0.00%

OBJ	OBJ Descr	2019 Budget	NOVEMBER 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
351	Legal Notices Publishing	\$75.00	\$0.00	\$0.00	\$75.00	0.00%
413	Office Equipment Rental/Repair	\$75.00	\$0.00	\$0.00	\$75.00	0.00%
430	Miscellaneous	\$131.00	\$0.00	\$30.40	\$100.60	23.21%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41410 Elections		\$5,200.00	\$0.00	\$30.40	\$5,169.60	0.58%
DEPT 41600 Audit/Legal Services						
301	Auditing and Acct g Services	\$32,000.00	\$250.00	\$27,027.00	\$4,973.00	84.46%
304	Legal Fees (Civil)	\$7,000.00	\$900.00	\$6,807.50	\$192.50	97.25%
307	Legal Fees (Labor)	\$10,000.00	\$129.00	\$4,320.77	\$5,679.23	43.21%
DEPT 41600 Audit/Legal Services		\$49,000.00	\$1,279.00	\$38,155.27	\$10,844.73	77.87%
DEPT 41910 Planning and Zoning						
100	Wages and Salaries Dept Head	\$0.00	\$4,535.60	\$11,324.00	-\$11,324.00	0.00%
101	Assistant	\$0.00	\$4,009.20	\$7,988.41	-\$7,988.41	0.00%
102	Consultant	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
103	Tech 1	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
104	Tech 2	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
105	Part-time	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
121	PERA	\$0.00	\$640.86	\$1,448.43	-\$1,448.43	0.00%
122	FICA	\$0.00	\$566.55	\$1,314.43	-\$1,314.43	0.00%
131	Employer Paid Health	\$0.00	\$3,270.40	\$5,754.99	-\$5,754.99	0.00%
132	Employer Paid Disability	\$0.00	\$141.48	\$188.28	-\$188.28	0.00%
133	Employer Paid Dental	\$0.00	\$86.00	\$129.00	-\$129.00	0.00%
134	Employer Paid Life	\$0.00	\$10.40	\$15.60	-\$15.60	0.00%
136	Deferred Compensation	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
140	Unemployment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
151	Workers Comp Insurance	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
152	Health Savings Account Contrib	\$0.00	\$10.00	\$6,010.00	-\$6,010.00	0.00%
200	Office Supplies	\$700.00	\$0.00	\$1,175.42	-\$475.42	167.92%
208	Instruction Fees	\$600.00	\$0.00	\$0.00	\$600.00	0.00%
210	Operating Supplies	\$1,500.00	\$4.00	\$622.72	\$877.28	41.51%
212	Motor Fuels	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
220	Repair/Maint Supply - Equip	\$3,934.00	\$166.67	\$2,021.70	\$1,912.30	51.39%
221	Repair/Maint Vehicles 306	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
262	Unif Tony/Jon	\$0.00	\$179.95	\$409.90	-\$409.90	0.00%
264	Unif Bobby/Cheryl	\$0.00	\$52.10	\$472.10	-\$472.10	0.00%
303	Engineering Fees	\$2,500.00	\$0.00	\$330.00	\$2,170.00	13.20%
304	Legal Fees (Civil)	\$5,000.00	\$0.00	\$2,565.00	\$2,435.00	51.30%
305	Legal/Eng - Developer/Criminal	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
314	Surveyor	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
320	Communications	\$3,500.00	\$191.53	\$2,048.62	\$1,451.38	58.53%
321	Communications-Cellular	\$0.00	\$38.23	\$38.23	-\$38.23	0.00%
322	Postage	\$500.00	\$0.00	\$408.51	\$91.49	81.70%
331	Travel Expenses	\$1,000.00	\$130.67	\$261.75	\$738.25	26.18%
332	Travel Expense- P&Z Comm	\$1,500.00	\$0.00	\$2,975.00	-\$1,475.00	198.33%
340	Advertising	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
351	Legal Notices Publishing	\$2,000.00	\$0.00	\$1,227.89	\$772.11	61.39%
352	Filing Fees	\$1,500.00	\$46.00	\$690.00	\$810.00	46.00%
356	Mapping	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
360	Insurance	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
387	Septic Inspections	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
413	Office Equipment Rental/Repair	\$860.00	\$0.00	\$143.64	\$716.36	16.70%
430	Miscellaneous	\$500.00	\$8.60	\$8.60	\$491.40	1.72%
433	Dues and Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
441	Enhanced 911	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

OBJ	OBJ Descr	2019 Budget	NOVEMBER 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
443	Sales Tax	\$0.00	\$0.00	\$12.00	-\$12.00	0.00%
452	Refund	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
470	Consultant Fees	\$203,184.00	\$0.00	\$152,388.00	\$50,796.00	75.00%
500	Capital Outlay	\$4,221.00	\$0.00	\$14,566.33	-\$10,345.33	345.09%
600	Principal	\$835.00	\$70.37	\$766.07	\$68.93	91.74%
610	Interest	\$29.00	\$1.63	\$25.93	\$3.07	89.41%
DEPT 41910 Planning and Zoning		\$237,463.00	\$14,160.24	\$217,330.55	\$20,132.45	91.52%
DEPT 41940 General Government						
131	Employer Paid Health	\$0.00	-\$62.34	\$537.47	-\$537.47	0.00%
133	Employer Paid Dental	\$125.00	\$41.55	\$535.20	-\$410.20	428.16%
151	Workers Comp Insurance	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
152	Health Savings Account Contrib	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
210	Operating Supplies	\$2,500.00	\$68.09	\$3,065.21	-\$565.21	122.61%
220	Repair/Maint Supply - Equip	\$0.00	\$250.00	\$498.20	-\$498.20	0.00%
223	Bldg Repair Suppl/Maintenance	\$4,000.00	\$117.08	\$2,192.66	\$1,807.34	54.82%
235	Signs	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
254	Concessions - Pop	\$300.00	\$0.00	\$417.44	-\$117.44	139.15%
302	Architects Fees	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
303	Engineering Fees	\$750.00	\$1,001.25	\$28,493.90	-\$27,743.90	3799.19%
316	Security Monitoring	\$800.00	\$0.00	\$856.00	-\$56.00	107.00%
335	Background Checks	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
341	Newsletter Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
351	Legal Notices Publishing	\$250.00	\$0.00	\$240.60	\$9.40	96.24%
354	Ordinance Codification	\$5,000.00	\$0.00	\$975.74	\$4,024.26	19.51%
360	Insurance	\$26,500.00	\$0.00	\$22,328.00	\$4,172.00	84.26%
381	Electric Utilities	\$14,500.00	\$1,000.00	\$9,475.00	\$5,025.00	65.34%
383	Gas Utilities	\$4,500.00	\$0.00	\$2,183.43	\$2,316.57	48.52%
384	Refuse/Garbage Disposal	\$500.00	\$51.71	\$243.77	\$256.23	48.75%
385	Sewer Utility	\$600.00	\$50.00	\$800.00	-\$200.00	133.33%
389	Generator Expense	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
405	Cleaning Services	\$9,600.00	\$707.50	\$7,782.50	\$1,817.50	81.07%
430	Miscellaneous	\$2,500.00	\$2,280.00	\$12,480.98	-\$9,980.98	499.24%
433	Dues and Subscriptions	\$3,500.00	\$73.44	\$5,294.84	-\$1,794.84	151.28%
437	Brainerd Lakes Area Dev Corp	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
438	Initiative Foundation	\$1,650.00	\$0.00	\$1,650.00	\$0.00	100.00%
439	Emergency Mgmt Expense	\$2,000.00	\$0.00	\$1,470.34	\$529.66	73.52%
440	Telephone Co Reimb Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
441	Enhanced 911	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
442	Safety Prog/Equipment	\$10,500.00	\$0.00	\$3,395.05	\$7,104.95	32.33%
443	Sales Tax	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
444	Transportation Plan	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
446	Animal Control	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
449	Cobra Payments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
451	Health Comm Program Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
452	Refund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
456	Fireworks	\$15,000.00	\$0.00	\$15,000.00	\$0.00	100.00%
460	Fines/Fees Reimburse	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.00%
470	Consultant Fees	\$15,000.00	\$1,000.00	\$1,000.00	\$14,000.00	6.67%
490	Donations to Civic Org s	\$3,700.00	\$0.00	\$2,850.00	\$850.00	77.03%
493	Pass Thru Donations	\$0.00	\$0.00	\$6,500.00	-\$6,500.00	0.00%
500	Capital Outlay	\$65,000.00	\$0.00	\$6,695.40	\$58,304.60	10.30%
551	Capital Outlay-Building	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
552	Capital Outlay-Land	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41940 General Government		\$197,875.00	\$6,578.28	\$136,961.73	\$60,913.27	69.22%

OBJ	OBJ Descr	2019 Budget	NOVEMBER 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
DEPT 42110 Police Administration						
100	Wages and Salaries Dept Head	\$85,815.00	\$6,534.52	\$77,912.60	\$7,902.40	90.79%
101	Assistant	\$62,014.00	\$5,120.00	\$62,916.58	-\$902.58	101.46%
103	Tech 1	\$51,042.00	\$4,284.83	\$46,809.27	\$4,232.73	91.71%
108	Tech 3	\$10,000.00	\$0.00	\$6,420.18	\$3,579.82	64.20%
110	Tech 4	\$24,232.00	\$3,681.24	\$27,525.25	-\$3,293.25	113.59%
112	Tech 5	\$64,689.00	\$4,379.61	\$53,138.40	\$11,550.60	82.14%
113	Tech 6	\$64,272.00	\$4,463.75	\$54,784.82	\$9,487.18	85.24%
121	PERA	\$61,370.00	\$4,824.64	\$55,447.14	\$5,922.86	90.35%
122	FICA	\$5,250.00	\$377.25	\$4,311.84	\$938.16	82.13%
131	Employer Paid Health	\$105,965.00	\$6,868.80	\$72,581.20	\$33,383.80	68.50%
132	Employer Paid Disability	\$2,721.00	\$269.69	\$2,775.09	-\$54.09	101.99%
133	Employer Paid Dental	\$4,926.00	\$357.72	\$3,768.72	\$1,157.28	76.51%
134	Employer Paid Life	\$403.00	\$31.20	\$334.40	\$68.60	82.98%
136	Deferred Compensation	\$1,300.00	\$100.00	\$1,200.00	\$100.00	92.31%
140	Unemployment	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
151	Workers Comp Insurance	\$26,478.00	\$0.00	\$21,021.00	\$5,457.00	79.39%
152	Health Savings Account Contrib	\$27,000.00	\$0.00	\$27,000.00	\$0.00	100.00%
200	Office Supplies	\$300.00	\$0.00	\$139.06	\$160.94	46.35%
208	Instruction Fees	\$5,000.00	\$0.00	\$2,109.13	\$2,890.87	42.18%
209	Physicals	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
210	Operating Supplies	\$1,800.00	\$0.00	\$1,235.08	\$564.92	68.62%
212	Motor Fuels	\$18,000.00	\$0.00	\$11,670.76	\$6,329.24	64.84%
214	Auto Expense- Squad 301	\$500.00	\$613.08	\$674.68	-\$174.68	134.94%
216	Auto Expense- Squad 305	\$1,200.00	\$2,227.56	\$3,030.71	-\$1,830.71	252.56%
217	Auto Expense- Squad 303	\$1,000.00	\$72.00	\$874.67	\$125.33	87.47%
218	Auto Expense- Squad 302	\$1,000.00	-\$7,611.83	\$1,888.70	-\$888.70	188.87%
219	Auto Expense- Squad 304	\$500.00	\$672.28	\$1,696.00	-\$1,196.00	339.20%
220	Repair/Maint Supply - Equip	\$15,000.00	\$250.00	\$7,639.66	\$7,360.34	50.93%
221	Repair/Maint Vehicles 306	\$2,000.00	\$725.88	\$2,392.24	-\$392.24	119.61%
258	Unif FIRE/Ted/Corey	\$675.00	\$0.00	\$0.00	\$675.00	0.00%
259	Unif Erik/Joe	\$675.00	\$0.00	\$496.95	\$178.05	73.62%
260	Unif Eric/Josh/Nate	\$675.00	\$0.00	\$245.94	\$429.06	36.44%
261	Unif Jake/TJ/Seth	\$675.00	\$0.00	\$541.62	\$133.38	80.24%
262	Unif Tony/Jon	\$675.00	\$0.00	\$156.61	\$518.39	23.20%
264	Unif Bobby/Cheryl	\$675.00	\$0.00	\$243.13	\$431.87	36.02%
265	Unif & P/T Expense	\$500.00	\$0.00	\$194.62	\$305.38	38.92%
281	Tactical Team	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
282	Restitution Expenditures	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
283	Forfeiture Expenditures	\$1,000.00	\$0.00	\$31,118.00	-\$30,118.00	3111.80%
304	Legal Fees (Civil)	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.00%
319	Donation Expenditures	\$0.00	\$882.00	\$1,141.98	-\$1,141.98	0.00%
320	Communications	\$2,800.00	\$273.61	\$2,714.78	\$85.22	96.96%
321	Communications-Cellular	\$5,400.00	\$412.07	\$4,526.61	\$873.39	83.83%
322	Postage	\$200.00	\$0.00	\$90.43	\$109.57	45.22%
331	Travel Expenses	\$2,500.00	\$205.68	\$1,729.12	\$770.88	69.16%
340	Advertising	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
351	Legal Notices Publishing	\$0.00	\$0.00	\$85.00	-\$85.00	0.00%
360	Insurance	\$14,000.00	\$0.00	\$21,163.00	-\$7,163.00	151.16%
413	Office Equipment Rental/Repair	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
430	Miscellaneous	\$200.00	\$0.00	\$110.63	\$89.37	55.32%
433	Dues and Subscriptions	\$250.00	\$0.00	\$3,954.00	-\$3,704.00	1581.60%
443	Sales Tax	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
458	Undercover Supplies	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
460	Fines/Fees Reimburse	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

OBJ	OBJ Descr	2019 Budget	NOVEMBER 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
500	Capital Outlay	\$4,683.00	\$0.00	\$828.99	\$3,854.01	17.70%
550	Capital Outlay - Vehicles	\$60,000.00	\$0.00	\$53,161.09	\$6,838.91	88.60%
600	Principal	\$139.00	\$11.73	\$127.68	\$11.32	91.86%
610	Interest	\$5.00	\$0.27	\$4.32	\$0.68	86.40%
DEPT 42110 Police Administration		\$747,604.00	\$40,027.58	\$673,931.68	\$73,672.32	90.15%
DEPT 42280 Fire Administration						
100	Wages and Salaries Dept Head	\$6,000.00	\$1,200.00	\$11,800.00	-\$5,800.00	196.67%
101	Assistant	\$1,200.00	\$100.00	\$1,100.00	\$100.00	91.67%
106	Training	\$2,100.00	\$75.00	\$825.00	\$1,275.00	39.29%
107	Services	\$72,000.00	\$7,875.00	\$78,851.50	-\$6,851.50	109.52%
122	FICA	\$6,219.00	\$707.63	\$7,082.23	-\$863.23	113.88%
151	Workers Comp Insurance	\$8,027.00	\$0.00	\$5,132.00	\$2,895.00	63.93%
200	Office Supplies	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
208	Instruction Fees	\$8,500.00	\$350.00	\$17,486.00	-\$8,986.00	205.72%
209	Physicals	\$3,500.00	\$0.00	\$2,529.00	\$971.00	72.26%
210	Operating Supplies	\$3,000.00	\$532.86	\$9,331.55	-\$6,331.55	311.05%
212	Motor Fuels	\$500.00	\$33.02	\$557.46	-\$57.46	111.49%
213	Diesel Fuel	\$2,500.00	\$0.00	\$798.42	\$1,701.58	31.94%
220	Repair/Maint Supply - Equip	\$3,000.00	\$169.71	\$4,311.00	-\$1,311.00	143.70%
221	Repair/Maint Vehicles 306	\$9,000.00	\$0.00	\$14,372.05	-\$5,372.05	159.69%
222	Tires	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$2,500.00	\$13.98	\$346.65	\$2,153.35	13.87%
233	FIRE PREVENTION	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
240	Small Tools and Minor Equip	\$1,500.00	\$909.96	\$2,403.56	-\$903.56	160.24%
258	Unif FIRE/Ted/Corey	\$1,000.00	\$0.00	\$1,394.68	-\$394.68	139.47%
266	Turnout Gear	\$7,500.00	\$0.00	\$17,479.70	-\$9,979.70	233.06%
319	Donation Expenditures	\$0.00	\$0.00	\$358.00	-\$358.00	0.00%
320	Communications	\$36.00	\$3.00	\$30.00	\$6.00	83.33%
321	Communications-Cellular	\$2,464.00	\$241.10	\$3,045.43	-\$581.43	123.60%
322	Postage	\$25.00	\$0.00	\$1.30	\$23.70	5.20%
331	Travel Expenses	\$6,000.00	\$556.80	\$5,764.51	\$235.49	96.08%
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	\$7,000.00	\$0.00	\$4,709.00	\$2,291.00	67.27%
430	Miscellaneous	\$150.00	\$0.00	\$286.71	-\$136.71	191.14%
433	Dues and Subscriptions	\$1,500.00	\$450.00	\$1,368.00	\$132.00	91.20%
443	Sales Tax	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
450	Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
455	House Burn	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
491	FDRA City Contribution	\$25,000.00	\$1,035.00	\$8,886.00	\$16,114.00	35.54%
492	FDRA State Aid	\$38,000.00	\$0.00	\$1,000.00	\$37,000.00	2.63%
500	Capital Outlay	\$7,500.00	\$2,442.83	\$17,102.28	-\$9,602.28	228.03%
550	Capital Outlay - Vehicles	\$265,000.00	\$226,557.48	\$297,557.48	-\$32,557.48	112.29%
551	Capital Outlay-Building	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 42280 Fire Administration		\$494,921.00	\$243,253.37	\$515,909.51	-\$20,988.51	104.24%
DEPT 42500 Ambulance Services						
223	Bldg Repair Suppl/Maintenance	\$1,800.00	\$0.00	\$465.00	\$1,335.00	25.83%
306	Ambulance Subsidy	\$13,200.00	\$1,100.00	\$11,000.00	\$2,200.00	83.33%
DEPT 42500 Ambulance Services		\$15,000.00	\$1,100.00	\$11,465.00	\$3,535.00	76.43%

OBJ	OBJ Descr	2019 Budget	NOVEMBER 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
DEPT 43000 Public Works (GENERAL)						
100	Wages and Salaries Dept Head	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
103	Tech 1	\$59,420.00	\$4,048.34	\$51,704.37	\$7,715.63	87.02%
104	Tech 2	\$60,533.00	\$3,674.08	\$49,430.43	\$11,102.57	81.66%
105	Part-time	\$0.00	\$63.15	\$1,645.58	-\$1,645.58	0.00%
108	Tech 3	\$54,790.00	\$3,739.94	\$48,753.98	\$6,036.02	88.98%
121	PERA	\$13,106.00	\$864.41	\$11,246.39	\$1,859.61	85.81%
122	FICA	\$13,368.00	\$749.28	\$10,098.59	\$3,269.41	75.54%
131	Employer Paid Health	\$47,098.00	\$4,946.07	\$54,236.07	-\$7,138.07	115.16%
132	Employer Paid Disability	\$1,212.00	\$103.56	\$1,139.16	\$72.84	93.99%
133	Employer Paid Dental	\$2,463.00	\$260.13	\$2,840.13	-\$377.13	115.31%
134	Employer Paid Life	\$202.00	\$15.60	\$181.20	\$20.80	89.70%
136	Deferred Compensation	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
140	Unemployment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
151	Workers Comp Insurance	\$28,704.00	\$0.00	\$16,939.00	\$11,765.00	59.01%
152	Health Savings Account Contrib	\$15,000.00	\$0.00	\$18,000.00	-\$3,000.00	120.00%
200	Office Supplies	\$450.00	\$0.00	\$322.29	\$127.71	71.62%
208	Instruction Fees	\$1,500.00	\$0.00	\$795.00	\$705.00	53.00%
210	Operating Supplies	\$1,200.00	\$41.42	\$1,542.66	-\$342.66	128.56%
212	Motor Fuels	\$8,000.00	\$0.00	\$6,483.95	\$1,516.05	81.05%
213	Diesel Fuel	\$15,000.00	\$0.00	\$6,717.49	\$8,282.51	44.78%
215	Shop Supplies	\$2,750.00	\$356.32	\$1,483.43	\$1,266.57	53.94%
220	Repair/Maint Supply - Equip	\$18,000.00	\$4,200.47	\$44,254.59	-\$26,254.59	245.86%
221	Repair/Maint Vehicles 306	\$15,000.00	\$724.53	\$11,355.60	\$3,644.40	75.70%
222	Tires	\$1,500.00	\$0.00	\$1,017.55	\$482.45	67.84%
223	Bldg Repair Suppl/Maintenance	\$4,500.00	\$1,476.11	\$10,658.83	-\$6,158.83	236.86%
224	Street Maint Materials	\$20,000.00	\$90.58	\$27,898.20	-\$7,898.20	139.49%
225	New Roads Materials	\$0.00	\$0.00	\$474.17	-\$474.17	0.00%
226	Bridge Materials	\$25,000.00	\$0.00	\$0.00	\$25,000.00	0.00%
228	Street Lighting	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
232	Striping	\$16,000.00	\$0.00	\$12,765.00	\$3,235.00	79.78%
235	Signs	\$3,000.00	\$253.23	\$3,435.35	-\$435.35	114.51%
240	Small Tools and Minor Equip	\$2,500.00	\$392.46	\$3,910.95	-\$1,410.95	156.44%
254	Concessions - Pop	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
259	Unif Erik/Joe	\$300.00	\$148.68	\$500.00	-\$200.00	166.67%
260	Unif Eric/Josh/Nate	\$300.00	\$0.00	\$492.53	-\$192.53	164.18%
261	Unif Jake/TJ/Seth	\$300.00	\$0.00	\$289.93	\$10.07	96.64%
303	Engineering Fees	\$25,000.00	\$1,172.30	\$32,301.82	-\$7,301.82	129.21%
304	Legal Fees (Civil)	\$1,000.00	\$90.00	\$240.00	\$760.00	24.00%
314	Surveyor	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
316	Security Monitoring	\$200.00	\$0.00	\$197.40	\$2.60	98.70%
320	Communications	\$1,600.00	\$111.60	\$1,121.34	\$478.66	70.08%
322	Postage	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
331	Travel Expenses	\$1,000.00	\$157.68	\$1,137.72	-\$137.72	113.77%
340	Advertising	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
351	Legal Notices Publishing	\$100.00	\$0.00	\$93.50	\$6.50	93.50%
360	Insurance	\$27,000.00	\$0.00	\$12,307.00	\$14,693.00	45.58%
381	Electric Utilities	\$14,000.00	\$1,053.50	\$9,060.37	\$4,939.63	64.72%
383	Gas Utilities	\$6,000.00	\$0.00	\$2,534.83	\$3,465.17	42.25%
384	Refuse/Garbage Disposal	\$1,000.00	\$73.07	\$1,102.18	-\$102.18	110.22%
385	Sewer Utility	\$400.00	\$23.50	\$329.00	\$71.00	82.25%
405	Cleaning Services	\$3,700.00	\$235.00	\$2,350.00	\$1,350.00	63.51%
413	Office Equipment Rental/Repair	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
415	Equipment Rental	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
430	Miscellaneous	\$1,000.00	\$50.00	\$3,719.34	-\$2,719.34	371.93%

OBJ	OBJ Descr	2019 Budget	NOVEMBER 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
433	Dues and Subscriptions	\$0.00	\$25.00	\$35.00	-\$35.00	0.00%
442	Safety Prog/Equipment	\$1,000.00	\$0.00	\$1,209.81	-\$209.81	120.98%
443	Sales Tax	\$100.00	\$5.00	\$33.00	\$67.00	33.00%
450	Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
454	Joint Facility County Expense	\$45,000.00	\$3,337.03	\$29,397.07	\$15,602.93	65.33%
500	Capital Outlay	\$65,000.00	\$26,179.85	\$131,430.54	-\$66,430.54	202.20%
550	Capital Outlay - Vehicles	\$51,000.00	\$0.00	\$0.00	\$51,000.00	0.00%
551	Capital Outlay-Building	\$105,000.00	\$0.00	\$0.00	\$105,000.00	0.00%
552	Capital Outlay-Land	\$120,000.00	\$0.00	\$0.00	\$120,000.00	0.00%
553	Capital Outlay - Other	\$366,687.00	\$6,683.25	\$64,767.91	\$301,919.09	17.66%
581	Capital Outlay -Seal Coat	\$252,355.00	\$0.00	\$93,119.45	\$159,235.55	36.90%
582	Capital Outlay - Crackfill	\$50,000.00	\$0.00	\$38,600.00	\$11,400.00	77.20%
583	Capital Outlay - Overlays	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
584	Capital Outlay - Road Const	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000 Public Works (GENERAL)		\$1,572,188.00	\$65,345.14	\$825,699.70	\$746,488.30	52.52%
DEPT 43100 Cemetery						
210	Operating Supplies	\$940.00	\$29.99	\$76.81	\$863.19	8.17%
220	Repair/Maint Supply - Equip	\$250.00	\$0.00	\$338.31	-\$88.31	135.32%
360	Insurance	\$60.00	\$0.00	\$71.00	-\$11.00	118.33%
381	Electric Utilities	\$350.00	\$3.28	\$98.39	\$251.61	28.11%
430	Miscellaneous	\$400.00	\$0.00	\$250.00	\$150.00	62.50%
452	Refund	\$0.00	\$0.00	\$175.00	-\$175.00	0.00%
500	Capital Outlay	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43100 Cemetery		\$3,000.00	\$33.27	\$1,009.51	\$1,990.49	33.65%
DEPT 45100 Park and Recreation (GENERAL)						
100	Wages and Salaries Dept Head	\$61,294.00	\$4,790.00	\$57,450.00	\$3,844.00	93.73%
101	Assistant	\$43,680.00	\$3,528.64	\$42,313.68	\$1,366.32	96.87%
103	Tech 1	\$28,588.00	\$2,393.60	\$28,942.26	-\$354.26	101.24%
104	Tech 2	\$5,455.00	\$0.00	\$0.00	\$5,455.00	0.00%
105	Part-time	\$43,680.00	\$2,820.00	\$37,131.90	\$6,548.10	85.01%
108	Tech 3	\$37,170.00	\$2,559.68	\$3,463.75	\$33,706.25	9.32%
121	PERA	\$16,081.00	\$1,087.29	\$11,061.08	\$5,019.92	68.78%
122	FICA	\$16,820.00	\$1,182.95	\$12,430.81	\$4,389.19	73.90%
131	Employer Paid Health	\$19,622.00	\$2,249.13	\$8,824.33	\$10,797.67	44.97%
132	Employer Paid Disability	\$1,174.00	\$127.45	\$1,090.68	\$83.32	92.90%
133	Employer Paid Dental	\$4,128.00	\$289.11	\$2,384.51	\$1,743.49	57.76%
134	Employer Paid Life	\$269.00	\$20.80	\$192.00	\$77.00	71.38%
136	Deferred Compensation	\$650.00	\$50.00	\$600.00	\$50.00	92.31%
140	Unemployment	\$5,000.00	\$0.00	\$159.16	\$4,840.84	3.18%
151	Workers Comp Insurance	\$15,118.00	\$0.00	\$5,361.00	\$9,757.00	35.46%
152	Health Savings Account Contrib	\$6,000.00	\$6,000.00	\$8,250.00	-\$2,250.00	137.50%
200	Office Supplies	\$200.00	\$19.49	\$83.66	\$116.34	41.83%
208	Instruction Fees	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
210	Operating Supplies	\$3,200.00	\$433.18	\$2,919.17	\$280.83	91.22%
212	Motor Fuels	\$2,000.00	\$0.00	\$1,683.07	\$316.93	84.15%
213	Diesel Fuel	\$1,000.00	\$0.00	\$725.82	\$274.18	72.58%
220	Repair/Maint Supply - Equip	\$3,000.00	\$276.05	\$5,590.59	-\$2,590.59	186.35%
221	Repair/Maint Vehicles 306	\$2,000.00	\$86.72	\$1,008.33	\$991.67	50.42%

OBJ	OBJ Descr	2019 Budget	NOVEMBER 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
223	Bldg Repair Suppl/Maintenance	\$15,000.00	\$1,262.41	\$11,771.31	\$3,228.69	78.48%
231	Chemicals	\$5,000.00	\$37.56	\$3,175.80	\$1,824.20	63.52%
235	Signs	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
254	Concessions - Pop	\$300.00	\$6.00	\$38.91	\$261.09	12.97%
255	Concessions - Food	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
258	Unif FIRE/Ted/Corey	\$300.00	\$171.92	\$378.69	-\$78.69	126.23%
260	Unif Eric/Josh/Nate	\$0.00	\$259.97	\$259.97	-\$259.97	0.00%
261	Unif Jake/TJ/Seth	\$300.00	\$0.00	\$416.59	-\$116.59	138.86%
264	Unif Bobby/Cheryl	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
303	Engineering Fees	\$5,000.00	\$0.00	\$2,793.75	\$2,206.25	55.88%
304	Legal Fees (Civil)	\$5,000.00	\$0.00	\$465.00	\$4,535.00	9.30%
308	Instructors Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
309	Tennis	\$1,600.00	\$0.00	\$207.92	\$1,392.08	13.00%
310	Program Supplies	\$1,000.00	\$102.45	\$455.86	\$544.14	45.59%
311	Softball/Baseball	\$1,000.00	\$0.00	\$691.67	\$308.33	69.17%
312	Aerobic Instruction	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
315	Warm House/Garage Exp	\$0.00	\$0.00	\$123.82	-\$123.82	0.00%
316	Security Monitoring	\$1,200.00	\$0.00	\$454.88	\$745.12	37.91%
317	Soccer/Skating	\$1,500.00	\$0.00	\$2,150.71	-\$650.71	143.38%
318	Garage (North)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
319	Donation Expenditures	\$0.00	\$0.00	\$500.00	-\$500.00	0.00%
320	Communications	\$3,500.00	\$434.09	\$4,187.78	-\$687.78	119.65%
322	Postage	\$150.00	\$0.00	\$35.50	\$114.50	23.67%
323	Garage (East)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
324	Disc Golf Expenses	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
331	Travel Expenses	\$1,000.00	\$139.20	\$744.66	\$255.34	74.47%
335	Background Checks	\$150.00	\$60.00	\$255.00	-\$105.00	170.00%
340	Advertising	\$500.00	\$277.21	\$1,043.76	-\$543.76	208.75%
351	Legal Notices Publishing	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
360	Insurance	\$15,000.00	\$0.00	\$13,355.00	\$1,645.00	89.03%
381	Electric Utilities	\$17,000.00	\$1,141.54	\$15,416.01	\$1,583.99	90.68%
383	Gas Utilities	\$8,000.00	\$0.00	\$5,903.46	\$2,096.54	73.79%
384	Refuse/Garbage Disposal	\$800.00	\$81.71	\$817.01	-\$17.01	102.13%
403	Improvements Other Than Bldgs	\$3,800.00	\$256.98	\$2,189.34	\$1,610.66	57.61%
413	Office Equipment Rental/Repair	\$700.00	\$0.00	\$160.63	\$539.37	22.95%
415	Equipment Rental	\$500.00	\$25.00	\$355.00	\$145.00	71.00%
430	Miscellaneous	\$800.00	\$19.99	\$1,482.93	-\$682.93	185.37%
433	Dues and Subscriptions	\$500.00	\$0.00	\$1,688.41	-\$1,188.41	337.68%
442	Safety Prog/Equipment	\$1,500.00	\$162.94	\$243.28	\$1,256.72	16.22%
443	Sales Tax	\$1,600.00	\$337.00	\$3,383.00	-\$1,783.00	211.44%
445	Sr Meals Expense	\$400.00	\$0.00	\$94.49	\$305.51	23.62%
448	Weight Room Ins Reimbur	\$150.00	\$9.00	\$108.50	\$41.50	72.33%
450	Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
452	Refund	\$150.00	\$10.00	\$419.75	-\$269.75	279.83%
453	80 Acre Development Expense	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
457	Weight Room Expenses	\$2,000.00	\$15.99	\$451.06	\$1,548.94	22.55%
459	PAL Foundation Expenditures	\$3,000.00	\$519.71	\$9,975.97	-\$6,975.97	332.53%
461	Silver Sneakers	\$6,500.00	\$832.00	\$8,710.00	-\$2,210.00	134.00%
481	Park Master Plan	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$94,799.00	\$4,840.00	\$13,735.87	\$81,063.13	14.49%
551	Capital Outlay-Building	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
552	Capital Outlay-Land	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
553	Capital Outlay - Other	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
557	Capital Outlay - Tennis Courts	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600	Principal	\$520.00	\$64.29	\$985.50	-\$465.50	189.52%

OBJ	OBJ Descr	2019 Budget	NOVEMBER 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
610	Interest	\$0.00	\$6.46	\$26.48	-\$26.48	0.00%
DEPT 45100	Park and Recreation (GENERA	\$518,648.00	\$38,987.51	\$341,319.07	\$177,328.93	65.81%
DEPT 45500	Library					
101	Assistant	\$35,027.00	\$0.00	\$0.00	\$35,027.00	0.00%
121	PERA	\$2,627.00	\$0.00	\$0.00	\$2,627.00	0.00%
122	FICA	\$2,680.00	\$0.00	\$0.00	\$2,680.00	0.00%
131	Employer Paid Health	\$19,622.00	\$0.00	\$0.00	\$19,622.00	0.00%
132	Employer Paid Disability	\$307.00	\$0.00	\$0.00	\$307.00	0.00%
133	Employer Paid Dental	\$1,032.00	\$0.00	\$0.00	\$1,032.00	0.00%
134	Employer Paid Life	\$67.00	\$0.00	\$0.00	\$67.00	0.00%
135	Employer Paid Other	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
140	Unemployment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
151	Workers Comp Insurance	\$350.00	\$0.00	\$2,472.00	-\$2,122.00	706.29%
152	Health Savings Account Contrib	\$6,000.00	\$0.00	\$750.00	\$5,250.00	12.50%
201	Library Operating Supplies	\$2,000.00	\$0.00	\$324.54	\$1,675.46	16.23%
202	Library Subscriptions	\$500.00	\$222.04	\$734.76	-\$234.76	146.95%
203	Library Books	\$5,000.00	\$337.92	\$5,831.47	-\$831.47	116.63%
204	Children s Program Expense	\$150.00	\$0.00	\$0.00	\$150.00	0.00%
205	Library Luncheon Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
206	Book Sale Expenses	\$0.00	\$0.00	\$178.20	-\$178.20	0.00%
207	Golf Fundraiser Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
319	Donation Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$1,000.00	\$65.66	\$628.95	\$371.05	62.90%
322	Postage	\$50.00	\$0.00	\$0.50	\$49.50	1.00%
335	Background Checks	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
360	Insurance	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
413	Office Equipment Rental/Repair	\$500.00	\$15.00	\$55.78	\$444.22	11.16%
430	Miscellaneous	\$1,000.00	\$6.18	\$1,600.62	-\$600.62	160.06%
433	Dues and Subscriptions	\$0.00	\$0.00	\$435.34	-\$435.34	0.00%
443	Sales Tax	\$100.00	\$41.00	\$348.00	-\$248.00	348.00%
452	Refund	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
459	PAL Foundation Expenditures	\$250.00	\$0.00	\$2,450.75	-\$2,200.75	980.30%
500	Capital Outlay	\$3,298.00	\$0.00	\$4,658.73	-\$1,360.73	141.26%
600	Principal	\$520.00	\$42.03	\$896.68	-\$376.68	172.44%
610	Interest	\$0.00	\$4.22	\$17.30	-\$17.30	0.00%
DEPT 45500	Library	\$82,130.00	\$734.05	\$21,383.62	\$60,746.38	26.04%
DEPT 47007	2003 Series A Disposal					
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47007	2003 Series A Disposal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47013	Bond Disclosure					
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47013	Bond Disclosure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47014	2012 Series A					
600	Principal	\$190,000.00	\$0.00	\$190,000.00	\$0.00	100.00%
610	Interest	\$19,653.00	\$0.00	\$19,652.50	\$0.50	100.00%
620	Fiscal Agent s Fees	\$300.00	\$0.00	\$253.00	\$47.00	84.33%
DEPT 47014	2012 Series A	\$209,953.00	\$0.00	\$209,905.50	\$47.50	99.98%
DEPT 47015	47015 Series 2015B					
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47015	47015 Series 2015B	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

OBJ	OBJ Descr	2019 Budget	NOVEMBER 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
DEPT 48000 Recycling						
384	Refuse/Garbage Disposal	\$32,340.00	\$2,433.00	\$26,763.00	\$5,577.00	82.76%
388	Recycling Expenses	\$400.00	\$0.00	\$150.00	\$250.00	37.50%
430	Miscellaneous	\$3,240.00	\$262.00	\$2,882.00	\$358.00	88.95%
DEPT 48000 Recycling		\$35,980.00	\$2,695.00	\$29,795.00	\$6,185.00	82.81%
FUND 101 GENERAL FUND		\$4,484,104.00	\$435,972.67	\$3,299,447.28	\$1,184,656.72	73.58%
FUND 301 DEBT SERVICE FUND						
DEPT 47000 Emer Svcs Ctr Refunding 2004						
551	Capital Outlay-Building	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
602	REA Loan Payment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47000 Emer Svcs Ctr Refunding 200		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47001 Community Ctr Refunding 2002						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47001 Community Ctr Refunding 200		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47002 G.O. Improve-Wilderness						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47002 G.O. Improve-Wilderness		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47003 1999 Series A Improvement Bond						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47003 1999 Series A Improvement B		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47004 1999 Series B Improvement Bond						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47004 1999 Series B Improvement B		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47005 2001 Series A Improvement Bond						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47005 2001 Series A Improvement B		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47006 2002 Series A Improvement Bond						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47006 2002 Series A Improvement B		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47007 2003 Series A Disposal						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47007 2003 Series A Disposal		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47008 2003 Series B Sewer						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

OBJ	OBJ Descr	2019 Budget	NOVEMBER 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
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	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
616	Bond Discount	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47011 2006 Series B Improvement B		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47012 2006 Series C Equipment Cert						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$1,000.00	-\$1,000.00	0.00%
DEPT 47012 2006 Series C Equipment Cert		\$0.00	\$0.00	\$1,000.00	-\$1,000.00	0.00%
DEPT 47013 Bond Disclosure						
440	Telephone Co Reimb Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
621	Continung Disclosure Expene	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
DEPT 47013 Bond Disclosure		\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
DEPT 47014 2012 Series A						
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$16,045.00	\$0.00	\$16,040.63	\$4.37	99.97%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47014 2012 Series A		\$16,045.00	\$0.00	\$16,040.63	\$4.37	99.97%
DEPT 47015 47015 Series 2015B						
600	Principal	\$142,000.00	\$142,000.00	\$142,000.00	\$0.00	100.00%
610	Interest	\$5,740.00	\$2,870.00	\$5,740.00	\$0.00	100.00%
620	Fiscal Agent s Fees	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
DEPT 47015 47015 Series 2015B		\$148,040.00	\$144,870.00	\$147,740.00	\$300.00	99.80%
FUND 301 DEBT SERVICE FUND		\$166,585.00	\$144,870.00	\$164,780.63	\$1,804.37	98.92%
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						
551	Capital Outlay-Building	\$0.00	\$394,537.47	\$929,455.45	-\$929,455.45	0.00%
615	Issuance Costs (Other Financin	\$0.00	\$9,500.00	\$34,000.00	-\$34,000.00	0.00%
616	Bond Discount	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47012 2006 Series C Equipment Cert		\$0.00	\$404,037.47	\$963,455.45	-\$963,455.45	0.00%
DEPT 49300 Other Finanacing Uses						

OBJ	OBJ Descr	2019 Budget	NOVEMBER 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 49300	Other Finanacing Uses	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 401	GENERAL CAPITAL PROJECTS	\$0.00	\$404,037.47	\$963,455.45	-\$963,455.45	0.00%
FUND 405	TAX INCREMENT FINANCE PROJECTS					
DEPT 46000	Tax Increment Financing					
351	Legal Notices Publishing	\$650.00	\$0.00	\$106.25	\$543.75	16.35%
640	Tax Increment 1	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
641	Tax Increment 2	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
642	Tax Increment 3	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
643	Tax Increment 6	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
644	Tax Increment 7 - Stone #1	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
645	Tax Increment 8 - Crosswoods	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
646	TaxIncrement 9-C&J Dev	\$10,200.00	\$0.00	\$5,559.12	\$4,640.88	54.50%
650	Administrative Costs	\$650.00	\$0.00	\$100.00	\$550.00	15.38%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 46000	Tax Increment Financing	\$11,500.00	\$0.00	\$5,765.37	\$5,734.63	50.13%
DEPT 46001	TIF 1-9 MidWest Asst Living					
646	TaxIncrement 9-C&J Dev	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 46001	TIF 1-9 MidWest Asst Living	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 405	TAX INCREMENT FINANCE PROJEC	\$11,500.00	\$0.00	\$5,765.37	\$5,734.63	50.13%
FUND 410	MARODA DRIVE					
DEPT 43000	Public Works (GENERAL)					
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000	Public Works (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 410	MARODA DRIVE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 411	SUNSET DRIVE					
DEPT 43000	Public Works (GENERAL)					
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000	Public Works (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 411	SUNSET DRIVE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 412	DUCK LANE					
DEPT 43000	Public Works (GENERAL)					
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000	Public Works (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 412	DUCK LANE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 413	FAWN LAKE ROAD					
DEPT 43000	Public Works (GENERAL)					
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000	Public Works (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 413	FAWN LAKE ROAD	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 414	SUNRISE ISLAND BRIDGE PROJECT					
DEPT 43000	Public Works (GENERAL)					

OBJ	OBJ Descr	2019 Budget	NOVEMBER 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
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	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
551	Capital Outlay-Building	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000 Public Works (GENERAL)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 415 AMBULANCE PROJECT		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 420 LIBRARY PROJECT						
DEPT 45500 Library						
302	Architects Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 45500 Library		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 420 LIBRARY PROJECT		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 432 SEWER PROJECT						
DEPT 43200 Sewer						
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
443	Sales Tax	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43200 Sewer		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 49300 Other Finanacing Uses						
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 49300 Other Finanacing Uses		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 432 SEWER PROJECT		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 463 BRITA LN/PINE VIEW LN						
DEPT 43000 Public Works (GENERAL)						
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000 Public Works (GENERAL)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 463 BRITA LN/PINE VIEW LN		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 502 ECONOMIC DEVELOPMENT FUND						
DEPT 41940 General Government						
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

OBJ	OBJ Descr	2019 Budget	NOVEMBER 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
DEPT 41940	General Government	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 46500	Economic Develop mt (GENERAL)					
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
351	Legal Notices Publishing	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$484.35	-\$484.35	0.00%
493	Pass Thru Donations	\$0.00	\$0.00	\$2,391.24	-\$2,391.24	0.00%
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 46500	Economic Develop mt (GENER	\$0.00	\$0.00	\$2,875.59	-\$2,875.59	0.00%
DEPT 47000	Emer Svcs Ctr Refunding 2004					
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
616	Bond Discount	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47000	Emer Svcs Ctr Refunding 200	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47009	2003 Joint Facility					
430	Miscellaneous	\$18,500.00	\$0.00	\$3,825.00	\$14,675.00	20.68%
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	\$18,500.00	\$0.00	\$3,825.00	\$14,675.00	20.68%
FUND 502	ECONOMIC DEVELOPMENT FUND	\$18,500.00	\$0.00	\$6,700.59	\$11,799.41	36.22%
FUND 503	EDA (REVOLVING LOAN)					
DEPT 46500	Economic Develop mt (GENERAL)					
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
447	Loan Disbursements	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 46500	Economic Develop mt (GENER	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 503	EDA (REVOLVING LOAN)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 601	SEWER OPERATING FUND					
DEPT 43200	Sewer					
100	Wages and Salaries Dept Head	\$80,927.00	\$6,301.60	\$76,659.63	\$4,267.37	94.73%
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	\$6,070.00	\$472.62	\$5,633.96	\$436.04	92.82%
122	FICA	\$6,191.00	\$434.69	\$5,126.29	\$1,064.71	82.80%
131	Employer Paid Health	\$19,622.00	\$1,635.20	\$18,065.20	\$1,556.80	92.07%
132	Employer Paid Disability	\$740.00	\$61.66	\$678.26	\$61.74	91.66%
133	Employer Paid Dental	\$1,032.00	\$86.00	\$946.00	\$86.00	91.67%
134	Employer Paid Life	\$67.00	\$5.20	\$60.40	\$6.60	90.15%
136	Deferred Compensation	\$650.00	\$50.00	\$600.00	\$50.00	92.31%
151	Workers Comp Insurance	\$6,010.00	\$0.00	\$3,919.00	\$2,091.00	65.21%
152	Health Savings Account Contrib	\$6,000.00	\$0.00	\$6,000.00	\$0.00	100.00%
200	Office Supplies	\$250.00	\$0.00	\$536.49	-\$286.49	214.60%
208	Instruction Fees	\$2,500.00	\$0.00	\$1,327.00	\$1,173.00	53.08%
210	Operating Supplies	\$3,500.00	\$0.00	\$1,293.91	\$2,206.09	36.97%
212	Motor Fuels	\$2,000.00	\$0.00	\$64.49	\$1,935.51	3.22%

OBJ	OBJ Descr	2019 Budget	NOVEMBER 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
213	Diesel Fuel	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
220	Repair/Maint Supply - Equip	\$10,000.00	\$2,783.71	\$26,257.66	-\$16,257.66	262.58%
221	Repair/Maint Vehicles 306	\$1,500.00	\$0.00	\$99.17	\$1,400.83	6.61%
222	Tires	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$4,000.00	\$0.00	\$2,455.91	\$1,544.09	61.40%
229	Oper/Maint - Lift Station	\$12,000.00	\$382.14	\$23,645.20	-\$11,645.20	197.04%
230	Repair/Maint - Collection Syst	\$7,000.00	\$0.00	\$5,575.69	\$1,424.31	79.65%
231	Chemicals	\$18,000.00	\$287.04	\$13,273.65	\$4,726.35	73.74%
258	Unif FIRE/Ted/Corey	\$300.00	\$149.97	\$426.93	-\$126.93	142.31%
303	Engineering Fees	\$1,000.00	\$0.00	\$100.00	\$900.00	10.00%
304	Legal Fees (Civil)	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
320	Communications	\$4,556.00	\$162.65	\$1,620.70	\$2,935.30	35.57%
321	Communications-Cellular	\$1,600.00	\$89.80	\$832.04	\$767.96	52.00%
322	Postage	\$800.00	\$0.00	\$591.58	\$208.42	73.95%
331	Travel Expenses	\$2,500.00	\$0.00	\$525.55	\$1,974.45	21.02%
340	Advertising	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
351	Legal Notices Publishing	\$200.00	\$0.00	\$306.00	-\$106.00	153.00%
360	Insurance	\$8,000.00	\$0.00	\$11,427.00	-\$3,427.00	142.84%
381	Electric Utilities	\$27,000.00	\$2,981.83	\$31,939.18	-\$4,939.18	118.29%
383	Gas Utilities	\$3,000.00	\$0.00	\$1,721.80	\$1,278.20	57.39%
384	Refuse/Garbage Disposal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
406	Lab Testing	\$15,000.00	\$558.00	\$8,746.37	\$6,253.63	58.31%
407	Sludge Disposal	\$20,000.00	\$0.00	\$22,260.00	-\$2,260.00	111.30%
420	Depreciation Expense	\$225,000.00	\$0.00	\$0.00	\$225,000.00	0.00%
430	Miscellaneous	\$100.00	\$0.00	\$92.58	\$7.42	92.58%
433	Dues and Subscriptions	\$300.00	\$495.00	\$1,271.00	-\$971.00	423.67%
442	Safety Prog/Equipment	\$1,500.00	\$0.00	\$154.94	\$1,345.06	10.33%
443	Sales Tax	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
450	Permits	\$2,000.00	\$0.00	\$1,590.00	\$410.00	79.50%
452	Refund	\$100.00	\$0.00	\$4.60	\$95.40	4.60%
500	Capital Outlay	\$1,300,000.00	\$0.00	\$85,412.62	\$1,214,587.38	6.57%
553	Capital Outlay - Other	\$0.00	\$12,180.50	\$25,626.00	-\$25,626.00	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		\$1,802,965.00	\$29,117.61	\$386,866.80	\$1,416,098.20	21.46%
DEPT 47007 2003 Series A Disposal						
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47007 2003 Series A Disposal		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 601 SEWER OPERATING FUND		\$1,802,965.00	\$29,117.61	\$386,866.80	\$1,416,098.20	21.46%
FUND 614 TELEPHONE AND CABLE FUND						
DEPT 49000 Miscellaneous (GENERAL)						
301	Auditing and Acct g Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
630	Loss on Bond Defeasance	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 49000 Miscellaneous (GENERAL)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 614 TELEPHONE AND CABLE FUND		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 651 SEWER RESTRICTED SINKING FUND						

OBJ	OBJ Descr	2019 Budget	NOVEMBER 2019 Amt	2019 YTD Amt	2019 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%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43200 Sewer		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47007 2003 Series A Disposal						
600	Principal	\$185,000.00	\$0.00	\$185,000.00	\$0.00	100.00%
610	Interest	\$19,923.00	\$0.00	\$24,055.00	-\$4,132.00	120.74%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$750.00	\$0.00	\$242.00	\$508.00	32.27%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47007 2003 Series A Disposal		\$205,673.00	\$0.00	\$209,297.00	-\$3,624.00	101.76%
DEPT 47008 2003 Series B Sewer						
452	Refund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600	Principal	\$90,000.00	\$0.00	\$90,000.00	\$0.00	100.00%
610	Interest	\$16,682.00	\$0.00	\$17,112.50	-\$430.50	102.58%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47008 2003 Series B Sewer		\$106,682.00	\$0.00	\$107,112.50	-\$430.50	100.40%
FUND 651 SEWER RESTRICTED SINKING FUN		\$312,355.00	\$0.00	\$316,409.50	-\$4,054.50	101.30%
FUND 652 WASTEWATER MGMT DISTRICT						
DEPT 41910 Planning and Zoning						
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41910 Planning and Zoning		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 652 WASTEWATER MGMT DISTRICT		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$6,796,009.00	\$1,013,997.75	\$5,143,425.62	\$1,652,583.38	75.68%

C.6.

City of Crosslake - Preliminary 11/30/2019 Preliminary Budget to Actual Analysis (Remove Debt Service, Capital Outlay and Operating Transfers)					
Description	2019 Budget	30-Nov-19	2019 YTD Amount	2019 YTD Balance	2019 %YTD Budget
Total Expense (From Month End Report For November 30, 2019)	\$ 6,796,009	\$ 1,013,998	\$ 5,143,426	\$ 1,652,583	75.68%
Adjustments:					
<u>Less: All DS Issues</u>					
(101-41400-600) Administration: Copier Lease	(864)	(72)	(792)	(72)	91.67%
(101-41910-600) Planning and Zoning: Copier Lease	(864)	(72)	(792)	(72)	91.67%
(101-42110-600) Police: Copier Lease	(144)	(12)	(132)	(12)	91.67%
(101-45100-600) Parks and Rec.: Copier Lease	(520)	(71)	(1,012)	492	194.61%
(101-45500-600) Library: Copier Lease	(520)	(46)	(1,012)	492	194.61%
(101-47014-600) 2012 Series A - Principal	(190,000)	0	(190,000)	0	100.00%
(101-47014-610) 2012 Series A - Interest	(19,653)	0	(19,653)	(1)	100.00%
(101-47014-620) 2012 Series A - Fiscal Agent Fees	(300)	0	(253)	(47)	0.00%
(301-47015-600) 2015 Series B - Principal	(142,000)	(142,000)	(142,000)	0	100.00%
(301-47015-610) 2015 Series B - Interest	(5,740)	(2,870)	(5,740)	0	100.00%
(301-47015-620) 2015 Series B - Fiscal Agent Fees	(300)	0	0	(300)	0.00%
(301-47014-600) 2018 Series A - Principal	0	0	0	0	0.00%
(301-47014-610) 2018 Series A - Interest	(16,045)	0	(16,041)	(4)	0.00%
(301-47013-440/621) Fiscal Agent Fees	(2,500)	0	0	(2,500)	0.00%
(301-47012-440/620) 2019 Series A Fiscal Agent Fees	0	0	(1,000)	1,000	100.00%
(651-47007-600) 2012 Series A Disposal - Prin.. (Reported on B/S)	(185,000)	0	(185,000)	0	100.00%
(651-47007-610) 2012 Series A Disposal -Interest	(19,923)	0	(24,055)	4,132	120.74%
(651-47007-620) 2012 Series A Disposal - Fiscal Agent Fees	(750)	0	(242)	(508)	32.27%
(651-47008-600 2017 Series A Disposal Bonds	(90,000)	0	(90,000)	0	100.00%
(651-47008-610 2017 Series A Disposal Bonds	(16,682)	0	(17,113)	431	102.58%
Total Debt Service	(691,805)	(145,143)	(694,836)	3,031	100.44%
<u>Less - All Capital Outlay Accounts:</u>					
(101-41400-500) Administration	(4,221)	-	(928)	(3,293)	21.99%
(101-41910-500) Planning and Zoning	(4,221)	-	(14,566)	10,345	345.09%
(101-41940-500) General Government Capital Outlay	(65,000)	(404,037)	(970,151)	905,151	1492.54%
(101-42110-500) Police Administration Capital Outlay	(4,683)	-	(829)	(3,854)	17.70%
(101-42110-550) Police Administration Capital Outlay - Vehicles	(60,000)	-	(53,161)	(6,839)	88.60%
(101-42280-500) Fire Administration - Capital Outlay	(15,000)	(2,443)	(34,582)	19,582	230.55%
(101-42280-550) Fire Administration - Capital Outlay - Vehicles	(265,000)	(226,557)	(297,557)	32,557	112.29%
(101-43000-500) Public Works - Capital Outlay	(1,010,042)	(32,863)	(327,918)	(682,124)	32.47%
(101-43100-500) Cemetery - Capital Outlay	(1,000)	-	-	(1,000)	0.00%
(101-45100-500) Parks and Recreation - Capital Outlay	(94,799)	(4,840)	(13,736)	(81,063)	14.49%
(101-45500-500) Library	(3,298)	-	(4,659)	1,361	0.00%
(601-43200-500) Sewer - Capital Outlay	(1,300,000)	(12,181)	(111,039)	(1,188,961)	8.54%
Total Capital Outlay	(2,827,264)	(682,921)	(1,829,126)	(998,138)	64.70%
<u>Less: Other Items:</u>					
Operating Transfers (General Fund to Sewer Fund)	0	0	0	0	0.00%
Total Operating Transfers Between Funds	0	0	0	0	0.00%
<u>Less: Depreciation/Amortization</u>					
(601) Depreciation	(225,000)	0	0	(225,000)	0.00%
Adjusted Expenditures	\$ 3,051,940	\$ 185,933	\$ 2,619,464	\$ 432,476	85.83%
Linear Assumption (10 Month/12 Months) = 91.67%					
	91.67%	\$ 6,229,675			-5.84%

MEMO TO: City Council

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

DATE: December 9, 2019

SUBJECT: Tax Increment Financing Reimbursement

I am requesting approval to reimburse 90% of the incremental tax revenue received from the Assisted Living Facility TIF District 1-9, Midwest Properties, for the second half tax payment paid the City in December 2019 from Crow Wing County. The amount received, the amount being retained for administrative costs and the amount to be released is listed below.

<u>Developer</u>	<u>City Taxes Paid</u>	<u>10% Administrative Fee</u>	<u>Amount Due Developer</u>
Assisted Living	\$ 6,176.80	\$ 617.68	\$ 5,559.12

A motion is required to release this payment subject to receipt of compliance certificate.
(Council Action – Motion)



CROSSLAKE POLICE DEPARTMENT

MONTHLY REPORT

November

2019

Crosslake Police Department

Monthly Report

November 2019

Agency Assist	20
Alarm	16
Animal Complaint	8
Burning Complaint	1
Dog Ordinance	1
Driving Complaint	2
Ems	20
Extra Patrol	2
Fire	2
Found Property	2
Gun Permits	1
Hazard In Road	1
Information	4
Missing Persons	1
Motorist Assist	1
Open Door	1
Parking Complaint	3
Personal In Accident	1
Property Damage Acc	5
Public Assist	6
Scam/Con	1
Suspicious Activity	1
Suspicious Person	1
Suspicious Vehicle	3
Traffic Citations	1
Traffic Warnings	46
Vulnerable Adult	1
Warrant Service Atmpt	1

Total 153

C.9.



CROSSLAKE POLICE DEPARTMENT

MISSION TOWNSHIP MONTHLY REPORT

November

2019

**Crosslake Police Department
Mission Township Monthly Report
November 2019**

911 Hangup	1
Agency Assist	4
Alarm	1
Animal Complaint	3
Driving Complaint	1
Ems	2
Housewatch	2
Property Damage Acc	2
Suspicious Activity	2
Suspicious Vehicle	1
Traffic Citations	8
Traffic Warnings	34
Welfare Check	1
Total	62



Crosslake Fire Department

Date: November 2019

C.10.

Incidents

Description of Incident	Calls	YTD
3 - Rescue & Emergency Medical Services		
311 - Medical Assist - Assist EMS Crew	26	239
300 - Rescue, EMS Incident	2	12
322 - Motor Vehicle Accident with Injuries	2	12
324 - Motor Vehicle Accident with No Injuries		2
340 - Search for Lost Person	3	6
362 - Ice Rescue		
326 - Snowmobile Accident With Injuries		
Total:	33	271
1 - Fire		
111 - Building Fire	1	2
111 - Building Fire (Mutual Aid)		3
114 - Chimney Fire		1
112/118/113 - Fire Other		1
143 - Grass Fire/Wildland Fire		9
130/131/142 - Mobile Property/Automobile Fire/Off Road Vehicle		2
Total:	1	18
4 - Hazardous Condition (No Fire)		
411 - Gasoline or other Flammable Liquid Spill		
412 - Gas Leak (Natural Gas or LPG)		5
444 - Power Line Down/Trees on Road		1
Total Hazardous Condition:	0	6
5 - Service Call		
571 - Cover Assignment, Standby		2
561 - Unauthorized Burning		
550 - Public Assist		20
Total:	0	22
6 - Good Intent Call		
611 - Dispatched and Cancelled en route	3	21
600 - Good Intent Call		2
651 - Smoke scare, Odor of smoke	1	4
Total:	4	27
7 - False Alarm & False Call		
743 - Smoke Detector Activation - No Fire		11
746 - Carbon Monoxide Detector Activation - No CO		10
731 - Sprinkler Activation due to Malfunction		
Total:	0	21
8 - Severe Weather & Natural Disaster		
814 - Lightning Strike (No Fire)		
815 - Severe Weather Standby		3
Total:	0	3
Total Incidents:	38	368

**NORTH AMBULANCE
CROSSLAKE**

NOVEMBER 2019 RUN REPORT

TOTAL CALLOUTS: **65**

NIGHT: 23 DAY: 42

No Loads:	19
Cancels:	08
Fire Standbys:	00
Police Standbys:	00
Transported Patients:	38

CROSSLAKE:	25 (5 No Load, 5 Cancel)
BREEZY POINT:	07 (4 No Load)
IDEAL:	00
MISSION:	00
FIFTY LAKES:	04 (1 No Load, 1 Cancel)
MANHATTAN BEACH:	01 (1 No Load)
CENTER:	00
TIMOTHY:	00

MUTUAL AID TO:

PINE RIVER:	14 (3 No Load, 1 Cancel)
BRAINERD:	14 (5 No Load, 1 Cancel)

BLS TRANSFERS:	00
ALS TRANSFERS:	00

ALS INTERCEPTS (ADVANCED LIFE SUPPORT):

BRAINERD:	00
PINE RIVER:	00
AIRCARE:	01

C-12.

PERMITS	November-2019	Year-to-Date 2019	November-2018	Year-to-Date 2018
New Construction (Dwellings)	1	31	1	35
Septic - New	0	15	0	23
Septic Upgrades	1	27	2	21
Porch / Deck	6	58	6	63
Additions	1	20	3	23
Landscape Alterations	3	45	5	36
Access. Structures	1	38	0	34
Demo/Move	2	21	0	16
Signs	0	4	0	4
Fences	0	3	0	6
E911 Addresses Assigned	0	34	2	32
Total Permits	15	296	19	293

ENFORCEMENT / COMPLAINTS	Year-to-Date 2019	Year-to-Date Closed	Year-to-Date Open	Year-to-Date % Closed
Enforcement	16	15	1	93.75%

CUSTOMER SERVICE STATISTICS	November-2019	Year-to-Date 2019	November-2018	Year-to-Date 2018
Counter Visits	37	754	66	851
Phone Calls	95	1780	114	1635
Email	53	582	51	631
Total	185	3116	231	3117

Call For Service	5	66	4	72
Shoreland Rapid Assessment Completed (Buffer)	2	30	4	24
Stormwater Plans Submitted	5	84	5	64
Site Visits	22	379	44	429

COMPLIANCE SEPTIC STATISTICS	Year-To-Date Received 2019	Year-To-Date Failed 2019	Year-To-Date Received 2018	Year-To-Date Failed 2018
Septic Compliance Inspections	171	1	148	4
Passing Septic Compliance Percentage		99.4%		97.3%

PUBLIC HEARINGS	November-2019	Year-to-Date 2019	November-2018	Year-to-Date 2018
DRT	1	23	8	27
Variance	0	14	2	19
CUP/IUP	0	2	0	4
Land Use Map Amendments	0	0	0	0
Subdivisions (Metes & Bounds; Preliminary; Final)	0	8	1	5
Consolidations/Lot Line Adjustments	0	5	0	5

C.13.



Public Works Meeting Notes
October 7, 2019

Members Present: Chairman Doug Vierzba, Dale Melberg, Mic Tchida, Tom Swenson, Gordy Wagner
Others Present: Ted Strand, Dave Reese (WSN), Dave Nevin, Mike Lyonais, Phillip Martin (B&M), Marsh Volz

1. **Call to order.** Meeting was called to order at 4:00 pm by Chairman Vierzba.
2. **Approval of September 3, 2019 Meeting Minutes.** Motion by Tchida to approve, 2nd by Melberg, all in favor.
3. **Review Sewer Extension Request** dated 9-9-2019 from Property Owners on Brook Street and Norway Trail. (Direction requested) A petition requesting an extension of City Sewer for some property owners on Norway Trail West and East and Brook Street was discussed (not all were contacted). It is our understanding that Mike Rardin 14089 Norway Trail created and circulated the petition for signatures. 17 of 35 land owners signed the petition. City ordinance requires that 35% or more as determined by front footage to move the citizen petition along. The 35% front footage has not been verified according to Ted and would be one of the next steps to validate. Motion by Melberg, second by Swenson recommending the Council acting on the petition with an initial step of verification of the 35% Front Footage requirement as stated in our City code, all in favor.
4. **Discuss Need for Better Signage for Crosswalk at Old Log Landing (Motion).** Ted explained the need for better signage at this location. 45 mph speed limit with signage but dangerous at this time. Given #66 will be dug up next year, Ted suggested the possibility of adding conduit for power and perhaps adding flashing lights to catch the eyes of motorists in the area. Ted will talk to the county to see if they are interested in participating in the upgrade to the crosswalk area.
5. **Email dated September 19, 2019 from Jury Danielson Re: Joint Maintenance Facility Unit Heater Project (Motion)** Ted explained the heating source in the Joint Maintenance facility is electric cables in the sand beneath the concrete floor. He stated the cables are failing to the point that it was difficult to keep the temperature in the facility above freezing. The county submitted to Ted written outline of their suggestion to disconnect the current system and add 3 - 300,000 BTU unit heaters with sealed stainless steel combustion chambers. Total cost would be \$44,000 and cost sharing of the expense would be 53% for the County and 47% for the city. Motion by Tchida to recommend the installation of these replacement heaters, second by Melberg, all in favor. Ted indicated funding is in the current year budget to cover the cost for the city.
6. **Letter from Randy Ness Re: Sale of Land at 35205 Riverwood Trail. (Motion)** This property is located adjacent to the sewer plant and is essentially land locked, with access through city property. The city discussed a possible purchase of the property with Mr. Ness in April-May of 2017. At that time, Mr. Ness was asking \$225,000 for 4.6 acres. The 2017 assessed value of the property was \$97,900. Ted indicated the property could be used for a planned addition of a Bio-Solids treatment process at the sewer plant. Ted is looking for a recommendation from the commission to start the negotiation process again with Mr. Ness. Motion by Swenson, second by Wagner to recommend to the council to begin discussions/negotiations with Mr. Ness again. All in favor.

7. **Feasibility Report for CSAH 66 Sanitary Sewer Extension (Motion)** Phil Martin discussed the mock Feasibility report with the commission. Ted explained that given this is the first real big assessment project being implemented with the new assessment policy, he felt it was necessary to set a workshop for the Council and PW Commission members to make sure all fully understood how the new assessment policy works. All in an effort to make sure we are able to communicate the policy to the public. Phil indicated he used values that were right in the middle of the Nagel benefit report and this resulted in 52% of the project cost being assessed to the benefiting land owners. Moonlite Bay's proposed assessment was higher due to the amount of flows used by the restaurant. ***Motion by Swenson to recommend the council accepts the Feasibility report, second by Melberg, all in favor.*** Ted will determine a time for the workshop and once the workshop is held, this topic will be placed on the next subsequent council meeting agenda.
8. **Update on CSAH 16 + CSAH 66 Stormwater Study** Phil Martin explained the grant application for almost \$400K was submitted in September. It is not certain the grant will be approved which means the City will have to decide if they want to cover the costs and go ahead with the project should the grant not be approved. The storm water upgrade is part of the Sewer extension project and bidding is going to be requested in Q1 of 2020. Additionally, of the five locations that have been identified as retention areas, the Old Log Landing Homeowners Association is pushing back on a proposed location for a retention area on their properties, requesting an alternate location be selected. This project will require regular monitoring as we move ahead.
9. **Update on Perkins Road Project.** Dave Reese stated WSN surveyors continue to gather data so that the area design documents can be completed to be able to obtain bids to complete the excavation work for the area. He also indicated the subsequent need to complete the lease documentation required by the Corp of Engineers. Tom Swenson was concerned that we are spending a lot of money for a road and wondered what the Corp of Engineers will approve beyond the planned walking trails in the area. It was discussed that no real firm plans for the area have been determined but it was felt that we need to talk to the Corp to find out about the limitations for use the Corp may have. Although it is a considerable amount of money we are spending, Ted stated we are doing a considerable upgrade for Perkins Road which has been a maintenance issue from the day it was installed. It was felt that the City needs to begin discussions with the Corp to determine possible uses before anyone just assumes we can do what we want with the property.
10. **Update on Manhattan Point Storm water Project.** Dave Reese indicated quotes for soil borings are being obtained now and access to the property should be allowed on 10-14. Wetland delineation is completed. Design can begin once the soil boring data is completed.
11. **Update on Daggett Bay Road Sewer Extension.** Dave Reese indicated the construction window is closing fast and a bid that Hy-Tec received was 30% higher than the estimate. He was not sure how many bids they received. This time of year is not the best time to secure bids for sewer work. A decision has been made to delay the installation of this sewer extension until the spring of 2020 and obtain new bids for same.
12. **Other Business as may arise.**
 - a. Ted stated that work will be starting on the Big Pine Rock Dam which means the City will have to reconstruct Big Pine Trail in 2020. Given our new assessment policy is effect; Dave Reese stated we need to start the project process by preparing the Road Improvement Feasibility Report for Big Pine Trail soon to be in a position to obtain bids for road reconstruction in Q1 of 2020. ***Motion by Swenson, second by Tchida to recommend the council approves the creation of the required report. All in favor.***

- b. Ted asked for input regarding winter plowing of the walking trail from #66 to Wilderness Trail along Daggett Pine Road, as he was asked by a resident to do so. Ted stated he was concerned about the need to obtain the right equipment that would be needed and possibility that Snowmobiles as well as ATVs might start to use the road in the winter if this is done. Others were concerned that clearing this road during the winter would lead to others requesting that all trails in the city would need to be cleared of snow. The consensus of the Commission members was to not start clearing paths and trails of snow.

13. Adjourn. The meeting was adjourned at 5:15 pm.

Notes by Dave Schrupp

C. 14.

Parks, Recreation/Library Commission Minutes
Wednesday, October 23, 2019
2:00 PM at the Crosslake Community Center

Members Present: Darrell Shannon, Sandy Melberg, Don Christner, Joe Albrecht, Ann Schrupp, Mick Tchida, Council Members Gary Heacox and John Andrews, CC/Lib. Manager Jane Monson, and Parks and Recreation Department Director, TJ Graumann

I. Call to Order

The meeting was called to order at 2:02 pm.

II. Approve October 2, 2019 Minutes

Motion to Approve Minutes from the October 2nd Special Meeting

Albrecht/Shannon Favor: All

III. Public ROW Discussion

TJ was directed by the City to discuss with the Commission future management of the public ROW's owned by the City of Crosslake. Should the ROW's be marked? Discussion ensued. The Commission recommended prioritizing, (by most useable), to create a data base to identify issues on the ROW's including such problems as encroachment, improvements, etc. The data base should be a joint project of Planning and Zoning and the Parks and Recreation Departments and include pictures, logs, etc., pertaining to that particular ROW.

IV. Park Dedication

After discussion of the properties, the following motions were introduced:

Herje subdivision request for parcel #14300743

Motion to accept cash in lieu of land. Christner/Shannon Favor: All

Herje subdivision request for parcel #14300733

Motion to accept cash in lieu of land. Albrecht/Shannon Favor: All

V. Pickleball & Basketball Update

The court project was approved at the October 14th Council Meeting as originally submitted with the exception of \$5,000.00 for a contingency plan. The plan will be utilizing the roll out nets for the Pickleball courts and the Basketball court is included.

VI. Perkins Road Update

Limitations for property use in South Bay Park should be determined before any additional money is spent. A dialogue on recommendations for this 30-acre parcel should be developed between the City and the Corp of Engineers.

Motion: Direct TJ to start dialogue with Corp of Engineers to discuss uses of the South Bay Park. Albrecht/Schrupp Favor: All

VII. Fall Projects

A) Rink—TJ reported the plywood sent with the skating rink package was not treated and so had warped. This was discovered as the rink was being assembled. Exterior treated wood had to be purchased for the project.

B) Black Gold Compost—Community Garden Members will pay \$10.00/scoop (approximately 1/3 a yard) for this soil to be added to their plot. The Parks and Recreation Department will place their purchased soil on their plot however, the gardener will be responsible for raking the pile in.

C) Flooring—TJ reported the office carpet and the carpet in the weight room will be placed at some point in November. Rubber flooring will be utilized in the weight room instead of carpet.

VIII. Library Update

A) The Library manager reports the CCS children have been visiting Wednesday's for about 6 weeks. So far things have been going smoothly however, the schedule is quite a bit different than it has been in the past.

B) The Commission was reminded they still need to organize a committee to develop a plan for the new Library Advisory Board as stated in the new Policy Manual.

C) Commission Member Joe Albrecht reported the Library Book Sales went very well this year. A total of \$5,086.14 was raised which is approximately \$500.00 more than in 2018.

IX. Open Forum

A) November Meeting—Due to the fact the November meeting would fall on the day before Thanksgiving and obtaining a quorum would be difficult, TJ raised the question of canceling the November meeting. After discussion on holiday dates in both November and December and the possibility there will be business that may need action before January, it was decided there will be a special meeting of the Parks, Recreation/Library Commission on Wednesday, December 4th at 2:00 pm.

B) Children's Halloween Party—Jane reports the Halloween Party will be held Saturday, October 26th from 12:00-2:00 pm.

C) Committee for Library Board Selection—Joe Albrecht suggested the Commission appoint members to head up this Committee so goals and guidelines can be established. It was decided the committee will be comprised of Albrecht, Melberg and Schrupp.

X. Adjourn

Motion to Adjourn Shannon/Christner Favor: All

SCORE REPORT FORM

Mo./Yr.

October 2019

CROSSLAKE REPORT

Organization:

Waste Partners, Inc.

PO Box 677 Pine River, MN 56474

Contact Person:

Eric Loge

Ph: (218) 824-8727

Fax: (218) 587-5122

Materials delivered to:

Cass County - Pine River Transfer Station

Cardboard & Mixed Paper - LDI or Rock-Tenn

Metal - Crow Wing Recycling or Pine River Iron & Metal

RESIDENTIAL

COMMERCIAL

Total Paper : (includes)

6,661

Corrugated Cardboard

3,545

Newspaper

-

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

3,116

Metal: Appliances, misc...

Commingled Materials: (includes)

19,872

%

lbs

5%	Metals- Aluminum Cans	994
21%	Tin Cans	4173
61%	Glass-	12122
	Clear bottles	
	Green bottles	
	brown bottles	
10%	Plastic - #1 & #2 bottles	1987
3%	Rejects	596
100%		19872

Total LBS.

26,533

0

Total Tons

13.27

0

OUT OF COUNTY Waste Disposal

Final Destination:

N/A

Disposal Site Permit # :

Tons Delivered:

NONE

Total Number of

Households

Served this Month

1053

	Trash		Recycling		21,337	136,066
	Accounts	Rate	Accounts	%	Paper	Commingle
BRD	2917	70%	2047	36%	7,741	49,367
BAX	1867	95%	1771	31%	6,698	42,711
B.P.	663	98%	650	12%	2,458	15,676
P.L.	495	67%	331	6%	1,252	7,983
C.L.	1053	78%	824	15%	3,116	19,872
C TWNSP	0	0%	0	0%	1,555	1,494
NIS	85	22%	19	0%	72	458
	7080	80%	5642	100%		

C.16.

Sales Tax Committee Meeting Minutes

November 13, 2019

Draft

Call to order at 8:05

In Attendance: Dave Schrupp, Aaron Herzog, Mike Lyonais, Darrell Swanson, Cindy Myogeto and Leah Heggerstron. Absent: None

The Minutes from October 29, 2019 were approved.

We went over the information from the November 12 Council meeting.

We had a long discussion on what we could use the sale tax for, the length of time (years) we are allowed to request the tax run for and what rate we believe the citizens and State will be prepared to let us request. In the end Mike Lyonais made the below motion that was seconded by Dave Schrupp and was passed unanimously by the committee. This is to be presented to the Crosslake City Council at the next meeting.

"Implement a local sales tax at ½ % for 25 years for the City of Crosslake waste water collection and treatment facilities to support the compensation plan and capital budget."

The committee wants Mike Lyonais to set up a meeting with our local State representatives (Senate and house) for Mayor Dave Nevin and Council member Dave Schrupp to meet with them to ensure they will support and work with us at the State level.

The committee did not schedule another meeting until we get further directions from the City Council.

Meeting ended at 8:09 AM

Submitted by: Aaron Herzog

**LSS MEALS
SITE USE AGREEMENT – 2020**

This site use agreement has been prepared for the purpose of defining the rules of the agencies involved in the development and operation of the Nutrition Program in Crosslake.

This agreement made this ____ day of _____ 2019, by and between City of Crosslake, hereafter referred to as the Company and LSS Meals, 715 North 11th Street, Suite 401C, City of Moorhead and the State of Minnesota, hereafter call the Nutrition Program, in consideration of costs, covenants and agreements herein reserved and contained, do hereby agree each with the other as follows:

I. All correspondence regarding this agreement will be between the Senior Director or Statewide Program Director and the City of Crosslake.

II. The Nutrition Program agrees and shall abide, conform to and comply with all the laws of the United States and the State of Minnesota, and all of the ordinances of the City of Crosslake, Minnesota, together with all the rules and requirements of the Police and Fire Department of the City of Crosslake, Minnesota. In addition, all rules and regulations by the Minnesota Department of Health will be complied with. A restaurant license, if required, will be procured annually by the Nutrition Program. The Company agrees to arrange for an annual fire inspection and notify the Nutrition Program of results. Fire inspecting must be completed by professionally trained personnel.

III. The closing of sites on holidays will be determined by the Nutrition Program and the Company.

IV. The Nutrition Program agrees to restore community facilities to ordinary cleanliness after use. Ordinary cleanliness is defined as leaving facilities in the same condition as they were prior to entering. Notwithstanding this undertaking, basic custodial services such as floor maintenance, window washing, cleaning of rest rooms, washing and/or painting of walls, snow and ice removal and all other general maintenance, reasonable inspection and repairs to the interior and exterior of the facilities are the responsibility of the building owner.

V. The Nutrition Program shall procure and maintain comprehensive general combined single limit liability coverage of One Million Dollars (\$1,000,000.00) and Workers Compensation Insurance on all Nutrition Program staff relating to the site mentioned above. The Nutrition Program shall hold the building owner harmless for that portion of any damages or injury occurring on the rented premises for which the Nutrition Program may be found liable.

VI. The Company agrees to maintain, inspect and repair and to assume sole financial responsibility for the facility due to mechanical and electrical problems. The Company agrees to have all fire extinguishers inspected yearly by a licensed inspector at company expense. A dated and signed tag must be placed on each extinguisher.

VII. The Company agrees to furnish the Nutrition Program information about insurance coverage and dollar value of each type of coverage carried which relates to the facility and persons using the facility.

VIII. In the event of a disaster, the Company agrees to allow the Nutrition Program to use facilities for the preparation, serving and distribution of meals/food and in an extreme disaster for housing of disaster victims.

IX. The Nutrition Program agrees to pay a yearly fee of \$256, to help offset the costs of operation. Payment will be made in January and July.

X. In the event the Nutrition Program or the Company must cancel all or part of the terms of this agreement, the Company and the Nutrition Program will provide the other agency a 30 day notice in writing. Upon written receipt by the Company from LSS, this agreement is subject to immediate termination by the Nutrition Program should federal, state, or local dollars be reduced or withdrawn.

XI. The Company agrees to allow the Nutrition Program use of the facility kitchen/dining areas for the term January 1, 2020 to December 31, 2020, to be used as a nutrition site for seniors on the following days/evenings: _____. This agreement will renew annually unless notified by the Nutrition Program. Any changes will be made with amendments agreeable to both parties.

XII. Other: _____

XIII. **For Housing Projects only:** Please provide your tenant ratio of under 60 years of age _____% and over 60 year of age _____%.

LSS MEALS

FACILITY OWNER/OPERATOR

Senior Program Director Date
715 North 11th Street, Suite #401C
Moorhead, MN 56560
218.233.7521
kristin.schurrer@lssmn.org

Signature Date

Print Name

New Address as of 11/25/19:
Lutheran Social Service of MN
LSS Meals – 105
3101 S Frontage Rd Suite 100
Moorhead, MN 56560-2545

Address

Phone

Fax

E-mail



**Lutheran
Social Service**
of Minnesota

| LSS Meals

November 5, 2019

Dear Facility Owner,

Thank you for being a partner with Lutheran Social Service and the local Senior Nutrition Program. We are proud to provide congregate dining and home-delivered meals service for area seniors. Enclosed is our new site use agreement for 2020. Please sign and return the agreement to our Moorhead office in the enclosed envelope by December 31, 2019.

Please note that the Moorhead office will be moving effective ***Monday, November 25, 2019***. Our new address will be:

**Lutheran Social Service of MN
LSS Meals - 105
3101 S Frontage Rd Ste 100
Moorhead, MN 56560-2545**

Our phone numbers will remain the same in the new office building. We look forward to serving you from our new location! If there are any questions or concerns, please contact us at (800) 488-4146 or (218) 233-7521.

Thank you for your continued support of the LSS Senior Nutrition Program.

Sincerely,

Carrie Clemens

Senior Accountant/Operations Manager

Lutheran Social Service of Minnesota

Carrie.Clemens@lssmn.org | 218-233-7521



**Lutheran
Social Service**
of Minnesota

C-18.

MEMO TO: City Council

FROM: Charlene Nelson
City Clerk

DATE: December 3, 2019

SUBJECT: Retroactive Approval of Bills for Payment

Approval is requested to allow payment of all invoices received between December 9th and December 31st with retroactive Council approval. In order to pay for products and services obtained in 2019 with 2019 budgeted funds, it is necessary to continue paying bills through year-end. A listing of all bills paid during this time will be given to the Council for approval at the first Council Meeting in January.

C.19.

BILLS FOR APPROVAL
December 9, 2019

VENDORS	DEPT		AMOUNT
Ace Hardware, antifreeze	Park		6.00
Ace Hardware, sump pump	Sewer		129.99
Ace Hardware, hand sanitizer	Sewer		41.44
Ace Hardware, tape	Park		13.99
Ace Hardware, hooks, spark plug	Park		12.93
Ace Hardware, keys	Park		13.93
Ace Hardware, soap, spray paint, extension cord	PW		61.74
Ace Hardware, blades, tape measure	PW		29.98
Ace Hardware, microwave	PW		109.99
Ace Hardware, batteries	PW		7.17
Ace Hardware, batteries	Park		15.98
Ace Hardware, mouse bait	Park		31.16
Ace Hardware, lube, grease, injectors	Park		24.76
Ace Hardware, floor dry, nuts and bolts	Park		21.95
Ace Hardware, utility knife	PW		3.99
Ace Hardware, chain for saw	PW		40.94
Ace Hardware, wet ones	Sewer		8.98
Ace Hardware, janitorial supplies	Sewer		35.96
Ace Hardware, electrical supplies	PW		36.74
Ace Hardware, hardware	PW		3.68
American Door Works, door repair	PW		149.52
American Steel, cutting edge	PW		13.80
AW Research, water testing	Sewer		297.00
Baker & Taylor, books	Library		62.01
Birchdale Fire & Security, quarterly monitoring	Gov't		162.00
Blue Cross, health insurance	ALL		25,756.00
Brainerd Hydraulics, oil, hose, fittings	PW		66.20
Breen & Person, legal fees	ALL		1,230.00
Cheryl Stuckmayer, uniform reimbursement	PZ	pd 12-4	27.90
City of Crosslake, sewer utilities	PW/Govt		150.00
Clean Team, december cleaning	PW/Govt		1,207.50
Costco, membership fees	Gov't		60.00
Council #65, union dues	Gov't		228.00
Crosslake Communications, phone, fax, cable, internet	ALL		1,674.68
Crosslake Rolloff, recycling	Gov't		2,695.00
Culligan, water and cooler rental	PW/Govt		95.20
Delage Landen Financial Services, copier lease	Park		117.00
Delta Dental, dental insurance	ALL		1,671.20
Eric Swanson, meal reimbursement	Police	pd 12-4	90.00
Fastenal, nuts and bolts	PW		95.12
Fifty Lakes Cattle Co, straw for septic insulation	Park	pd 12-4	60.00
Fire Instruction & Rescue, air monitoring	Fire	pd 12-4	650.00
Fire Instruction & Rescue, confined space trailer	Fire	pd 12-4	850.00
Flaherty & Hood, merserb dues	Sewer		500.00
Fortis, disability insurance	ALL		782.91

Forum Commications, assessment hearing notice	Sewer		51.00
Jefferson Fire & Safety, thermal imaging cameras	Fire		3,826.51
Jon Kolstad, mileage reimbursement	PZ	pd 12-4	89.43
Jon Kolstad, uniform reimbursement	PZ	pd 12-4	84.97
Josh Runksmeier, uniform reimbursement	Park	pd 12-4	128.00
Lakes Gas Co, bulk lp	Park		226.52
Mastercard, Amazon, cable	Park		8.99
Mastercard, Amazon, heater wipers	Park		59.24
Mastercard, Amazon, thick cork rolls	Library		153.80
Mastercard, Amazon, receipt books, laminate puches	Park		74.68
Mastercard, Amazon, power tools	Fire		1,111.26
Mastercard, Berts Truck Equipment, remote, down switch	PW		743.95
Mastercard, Blauer, uniform	Police		113.99
Mastercard, Brainstorm, books	Library	pd 11-22	193.92
Mastercard, CIS, computer	Police		3,474.00
Mastercard, DG, pop	Gov't		40.29
Mastercard, Jacks Small Engines, scraper blade	Park		44.56
Mastercard, MN Board of Accountancy, certificate renewal	Admin		102.00
Mastercard, Neopost, ink	Gov't		140.00
Mastercard, PSI, drone exam	Fire		160.00
Menards, vacuum, batteries, mop bucket	PW		186.90
Menards, gloves, laundry soap	Park		52.53
Midwest Machinery, oil, switch, filter	Park		51.67
Mike Lyonais, reimburse petty cash	ALL		71.98
MN Life, life insurance	ALL		287.80
MN NCPERS, life insurance	ALL		112.00
MR Sign, street signs	PW		77.14
Napa, battery	Police		9.42
Napa, flood lights for plow truck	PW		184.00
Napa, washer fluid	Police		20.94
Napa, tractor light	Park		2.22
Napa, gloves	PW		65.94
Napa, plow head light	Park		9.47
Neil Luzar, reimburse for fuel	Fire	pd 12-4	100.65
Neofunds, postage meter refill	ALL	pd 12-4	700.00
Northland Press, assessment hearing notice	Sewer		110.50
Premier Auto, diagnostic labor, cylinder coil	Police		228.57
Shannons Auto Body, plow parts	PW		1,507.57
Spa Partners, gym equipment wipes	Park		337.87
Streichers, uniform	Police		58.97
Teamsters, union dues	Police		205.00
The Office Shop, copy paper	PZ/Admin		149.96
The Office Shop, toner cartridge	Admin		189.99
TJ Graumann, mileage reimbursement	Park	pd 12-4	28.42
TJ Graumann, reimburse for light and water	Park	pd 12-4	52.11
United Laboratories, total pressure spray	PW		204.00
US Bank, copier lease	ALL		156.00
WW Goetsch, pump repairs	Sewer		1,775.00
Xcel Energy, gas utilities	ALL		1,036.69
Ziegler, cutting edges	PW		1,609.26
Ziegler, bolts and nuts	PW		124.50
TOTAL			59,876.52



P.O. Box 507
Highway 371 North
Brainerd, Minnesota 56401
218-829-2827
1-800-648-9401
Fax: 218-825-2209
Web Site: www.cwpower.com

"This institution is an equal opportunity provider."

A Touchstone Energy® Cooperative 

November 21, 2019

City of Crosslake
37028 CR 66
Crosslake MN 56442

Members of the City Council:

The Crow Wing Power Board of Directors met in November to review the cooperative's municipal meter relief program and decided to continue the program for another year. Although the program has been underway for many years, it is evaluated by the board annually. Under the municipal meter relief program, the City of Crosslake currently has 8 meters that the cooperative is forgiving the normal monthly service fee. In 2019 alone, the City of Crosslake will have saved \$2,304 under this program. In the past 24 years, you have saved \$22,712.

In addition, the city receives special lighting credit each year, based on 1% of total gross revenues within the entire city. For 2019, the City of Crosslake will have received a credit of approximately \$48,300 toward your street lighting program.

Thanks for your membership with Crow Wing Power!

Sincerely,



Bob Kangas
Board President

E. 2.

City of Crosslake

RESOLUTION 19-_____

RESOLUTION ACCEPTING DONATION(S)

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

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

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

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

FROM	DONATION	INTENDED PURPOSE
PAL Foundation	\$3,303.08	Update projector system at Community Center
	\$300.00	Black Gold Compost
Crosslake Firefighters Relief Association	\$1,111.26	Power Tools

; and

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

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

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

Passed this 9th day of December, 2019.

David Nevin
Mayor

ATTEST:

Michael R. Lyonais
City Administrator
(SEAL)

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

TO OWNER City of Crosslake
37028 County Road 66
Crosslake, MN 56442

PROJECT: Crosslake City Hall
Crosslake, MN

APPLICATION NO: THREE

Distribution to:

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

PERIOD TO: November 26, 2019

FROM CONTRACTOR:
Hy-Tec Construction of Brainerd, Inc
PO Box 621, 11360 Business 371
Brainerd, MN 56401

VIA ARCHITECT: Widseth Smith Nolting
7804 Industrial Park Road
Baxter, MN 56425

PROJECT NO:

CONTRACT FOR: General Construction Work

CONTRACT DATE: August 26, 2019

CONTRACTOR'S APPLICATION FOR PAYMENT

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

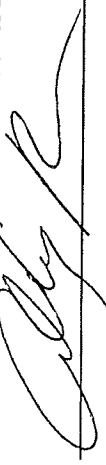
The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates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

- 1. ORIGINAL CONTRACT SUM \$ 2,949,515.59
- 2. Net change by Change Orders \$ 0.00
- 3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 2,949,515.59
- 4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 914,642.02

- 5. RETAINAGE:
 - a. 0 % of Completed Work \$ 0.00
 - b. % of Stored Material \$

- Total Retainage (Lines 5a + 5b or Total in Column I of G703) \$ 0.00
- 6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total) \$ 914,642.02
- 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 542,672.67
- 8. CURRENT PAYMENT DUE \$ 371,969.35
- 9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) \$ 2,034,873.57

CONTRACTOR: Hy-Tec Construction of Brainerd, Inc

By: 

Date: November 26, 2019

State of: Minnesota
County of: Crow Wing
Subscribed and sworn to before me this 26th day of November, 2019
Notary Public:
My Commission expires: 01/31/2020

ARCHITECT'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED \$

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)
ARCHITECT: Widseth Smith Nolting

By: _____ Date: _____

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

CHANGE ORDER SUMMARY		ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner			
Total approved this Month			
TOTALS		\$0.00	\$0.00
NET CHANGES by Change Order		\$0.00	

CONTINUATION SHEET

AIA DOCUMENT G703

PAGE 2 OF X PAGES

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

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

APPLICATION NO: THREE

APPLICATION DATE: 11/26/2019

PERIOD TO: 11/30/2019

ARCHITECT'S PROJECT NO: Crosslake City Hall Const.

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD				
	Earthwork	\$346,083.27	\$155,737.47	\$34,608.33	\$0.00	\$190,345.80	\$155,737.47	
	Exterior Concrete	\$35,479.00	\$0.00	\$0.00	\$0.00	\$35,479.00	\$35,479.00	
	Structural Concrete	\$146,409.93	\$36,602.48	\$21,961.49	\$0.00	\$58,563.97	\$87,845.96	
	Precast	\$111,044.87	\$55,522.44	\$55,522.43	\$0.00	\$111,044.87	\$0.00	
	Masonry	\$278,876.49	\$223,101.19	\$27,887.65	\$0.00	\$250,988.84	\$27,887.65	
	Steel	\$6,111.98	\$3,972.79	\$916.79	\$0.00	\$4,889.58	\$1,222.40	
	Rough Framing	\$220,710.99	\$22,071.10	\$44,142.20	\$0.00	\$66,213.30	\$154,497.69	
	Finish Carpentry	\$54,145.15	\$0.00	\$0.00	\$0.00	\$54,145.15	\$54,145.15	
	Thermal & Moisture	\$356,012.96	\$17,800.65	\$53,401.94	\$0.00	\$71,202.59	\$284,810.37	
	Openings	\$191,883.95	\$0.00	\$19,188.40	\$0.00	\$19,188.40	\$172,695.56	
	Drywall	\$84,046.88	\$0.00	\$0.00	\$0.00	\$0.00	\$84,046.88	
	Finishes	\$164,168.66	\$0.00	\$0.00	\$0.00	\$0.00	\$164,168.66	
	Specialties	\$14,601.48	\$0.00	\$0.00	\$0.00	\$0.00	\$14,601.48	
	Furnishings	\$94,305.31	\$0.00	\$0.00	\$0.00	\$0.00	\$94,305.31	
	Appliances	\$2,229.33	\$0.00	\$0.00	\$0.00	\$0.00	\$2,229.33	
	Conveying	\$128,166.63	\$0.00	\$64,083.32	\$0.00	\$64,083.32	\$64,083.32	
	Fire Sprinkler	\$108,040.41	\$0.00	\$0.00	\$0.00	\$0.00	\$108,040.41	
	HVAC	\$159,353.29	\$0.00	\$0.00	\$0.00	\$0.00	\$159,353.29	
	Plumbing	\$109,446.01	\$10,944.60	\$16,416.90	\$0.00	\$27,361.50	\$82,084.51	
	Electrical	\$338,399.00	\$16,919.95	\$33,839.90	\$0.00	\$50,759.85	\$287,639.15	
	PAGE TOTALS	\$2,949,515.59	\$542,672.67	\$371,969.35	\$0.00	\$914,642.02	\$2,034,873.57	\$0.00

Users may obtain validation of this document by requesting of the license a completed AIA Document D401 - Certification of Document's Authenticity

F.I.

**CITY OF CROSSLAKE
FEE SCHEDULE
EFFECTIVE JANUARY 1, 2020
ADMINISTRATION – FEE SCHEDULE**

ITEM DESCRIPTION	FEE
<u>CEMETERY</u>	
• Cemetery Plot for Resident/Property Owner	\$250
• Cemetery Plot for Non-Resident	\$500
• Staking Fee	\$50
• Full Opening in Summer	\$400
• Full Opening in Winter	\$500
• Cremation Opening in Summer	\$150
• Cremation Opening in Winter	\$200
• Holidays/Weekends	\$100
<u>FIRE</u>	
• Controlled House Burn	\$1600
<u>POLICE</u>	
• False Alarm Fee (after third response)	\$50
<u>LIQUOR LICENSES</u>	
• Club On Sale	\$300
• Off Sale 3.2 Beer	\$25
• Off Sale Brewer Taproom	\$200
• Off Sale Intoxicating Liquor	\$100
• On Sale 3.2 Beer	\$75
• On Sale Brewer Taproom	\$500
• On Sale Intoxicating Liquor	\$1500
• Set Up and Display	\$50
• Sunday On Sale	\$200
• Background Investigation (in state)	\$500
• Background Investigation (out of state)	\$10,000 Max
<u>MISCELLANEOUS</u>	
• Assessment Searches	\$5 \$15
• Charitable Gambling License Renewal	\$1
• City Maps	\$10
• DVD Copies	\$10
• Duplicate License	\$10
• Election Filing Fee	\$2
• Fax	\$1 First Page/\$0.25 Each Addtl Page
• Photo Copies Black/White	\$0.25 Each Page 8.5x11

- Photo Copies Color \$0.50 Each Page 11x17
- Returned Check Fee \$1.00 Each Page
- Water \$10 ~~25~~ + Actual Costs Incurred
- Special Council Meeting Request \$1.80/per 1,000 Gallons
- \$500

MUNICIPAL SEWER CHARGES

- Residential Usage Charge \$50/ Per Month
- Commercial Usage Charge \$50/ Per 8,000 Gallons/Per month
- Penalty Charge 10% of Unpaid Balance
- Residential Connection Fee \$4,000
- Commercial Connection Fee \$6,500

PERMITS

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

PUBLIC WORKS

- Antenna Added to Existing Tower \$500
- Crack Sealing \$0.85/Per Foot
- Mailbox Post with Installation \$75 ~~\$125~~
- Mowing \$75/Per Hour
- Petition to Vacate Road/Alley/Public Way \$500
- Salt/Sand \$31/Per Yard
- Small Cell Wireless Permit \$500
- Snowplowing \$100/Per Hour
- Street Sweeping \$100/Per Hour
- Waste Hauler Determined on a Case by Case Basis

PARK AND RECREATION – FEE SCHEDULE

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

TYPE OF ACTIVITY

FEE

MEETING ROOM RENTALS

There is a flat rate of \$11/per hour for meeting room #3. Meeting rooms #1 and #2 can be rented together for a discount of \$5/per hour **if no other group discounts apply**.

- | | |
|---|---|
| • City Activities | No Cost |
| • Youth Clubs | No Cost |
| • School District Youth Sports/Charter School | No Cost - Up to 2
Events Per Week/2
Hours Per Event |
| • County, State, Federal | \$11/Hour |
| • Community Education | \$1.50/Per Person |
| • Civic Clubs | \$11/Up to 6 Hours |
| (Lions and Legion have one free event (2 day maximum) per year. After hour fees are charged if event takes place after or before regular hours) | |
| • Community Clubs | \$11/Up to 6 Hour
or \$33/ Per Day |
| • Lake Associations | \$11 15/Per Hour |
| • Private Groups and Other Businesses | \$16 20/Per Hour |

GYM RENTALS

- | | |
|--|---|
| • City Activities | No Cost |
| • Youth Clubs | \$11/Per Hour |
| • County, State, Federal | \$16/Hour |
| • School District Youth Sport/Charter School | No Cost – Up to 2
Events Per Week/2
Hours Per Event |
| • Charter School After School Sports Club | \$100/8 Week Session |
| • Civic Clubs | \$11 15/Per Hour |

- Community Clubs \$11 ~~15~~/Per Hour
- Lake Associations \$16 ~~20~~/Per Hour
- Private Groups and Other Businesses \$40/Per Hour

MISCELLANEOUS RENTALS

- Disc Golf Set – 2 Hours \$5
- Picnic Shelter \$27 ~~30~~
(Two \$50 deposits are required. Beer and wine permits are available with City approval at a cost of \$27 ~~30~~)
- Tennis Racket \$3/2 Hours
- Snowshoe Rental (2 Hours) \$5/Pair
- Pickleball \$10/Hour Equip & Court
- Ping Pong \$3/2 Hours
- Bocce Ball \$5/2 Hours
- Shuffleboard \$5/2 Hours
- Popcorn Machine \$25 (\$50 Cleaning Deposit)

MISCELLANEOUS SALES

- Disc Golf Disc (1 Disc) \$13
- Disc Golf Discs (Set of 3) \$32
- Tennis Balls \$4/Can
- Trail Maps \$1/Per Two- Sided Copy
- Shower \$3
- Water \$1/Bottle
- Bench with Engraving and Installation \$900

ACTIVITY FEES

- T-Ball – Per Season \$35
- Mustang Baseball – Per Season \$35
- Colt Baseball and Up – Per Season \$45
- SilverSneakers Class Punch Card \$28/8 Classes
- SilverSneakers Class Day Pass \$4
- Silver & Fit Class Punch Card \$2 ~~5~~/20 Classes
- Zumba Day Pass \$10
- Zumba Punch Card \$80
- Pickleball Day Pass \$4
- Pickleball Annual Membership \$50 ~~75~~
- Basketball for Grades K-2 \$30
- Basketball for Grades 3-6 \$30
- Summer Basketball Camp \$30/6 Sessions
- Soccer for Grades K-1– Per Season \$30
- Soccer for Grades 2-3 – Per Season \$35
- Soccer for Grades 4-6 – Per Season \$40
- Soccer for Grades 7-12 – Per Season \$65
- Summer Soccer Camp \$25/6 Sessions
- Tennis for Seniors – Per Season \$22

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

LIBRARY

- Library Cards \$5 – Adult
\$1 – Student
\$5 – Replacement
- ~~Printed Copies~~ \$0.25 Each Page
\$1.00/Color Page
- Material Fines Cost of Replacement
- Administrative Fee – fine for notice sent out \$5
- Summer Reading Program \$5
- Storage Disc \$2
- One Time Computer Use (without card purchase) \$3

PLANNING AND ZONING – FEE SCHEDULE

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

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

<u>ACCESSIBILITY PLAN REVIEW</u>	\$40 / hour (1 hr. minimum)
<u>ADMINISTRATION FEE</u>	\$50 / hour
<u>AFTER-THE-FACT</u>	3x's application fee
<u>APPEAL TO P&Z COMMISSION OR CITY COUNCIL</u>	\$500
<u>APPLICANT'S REQUEST FOR SPECIAL MEETING</u>	\$500
<u>CELL TOWER ANTENNA</u>	\$300
<u>COMMERCIAL CHANGE OF USE PERMIT</u>	\$100
<u>CONDITIONAL USE PERMIT (including amendments)</u>	
• Residential	\$500
• Commercial	\$500
<u>DEMOLISH/REMOVE BUILDING</u>	\$50
<u>FENCE</u>	\$75
<u>LAND ALTERATIONS</u>	\$150
<u>ON-SITE SIGN</u>	
• Residential/Home Occupation	\$25
• Commercial	
* Permanent	\$50
* Temporary (Up to 60 days)	No fee
• E-911 Sign/Address Fee	\$100
• E-911 Sign/Address Replacement Fee	\$55
<u>SEPTIC: Upgrade/New System</u>	
• Residential	\$250
• Commercial	
* Small Flow System (< 1,000 gal/day)	\$350
* Large Flow System (> 1,000 gal/day)	\$425
<u>SUBDIVISIONS</u>	
Metes and Bounds	(if handled over the counter) \$100 + \$75 per lot
	(if commission/council approval is required) \$400 + \$75 per lot
Preliminary Residential Plat	\$500 + \$100 per lot
Final Residential Plat	\$500 + \$25 per lot
Preliminary Commercial Plat	\$750 + \$150 per lot
Final Commercial Plat	\$750 + \$50 per lot
Lot Line Adjustment	\$100
Lot Consolidation	\$100

PARK DEDICATION FEES

\$1500 per new lot

Sec. 44-402. Required; applicability.

(a) The developer of a subdivision shall dedicate ten percent (10%) of his buildable land as measured pre-plat to the public for park purposes, or, at the option of the city council, shall pay the city an amount equal to \$1,500.00 per lot for a commercial- or industrial-zoned subdivision and \$1,500.00 per residential unit created in a residentially zoned subdivision, or a combination of land dedication and payment of cash in lieu of land according to the formula set forth in this Code.

(b) This section shall apply to all land subdivisions, including land subdivided by metes and bounds description.

TEMPORARY STRUCTURES

\$50

VARIANCE

- Residential \$500
- Commercial \$500

ZONING INFORMATION

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

ZONING MAP AMENDMENT

\$500

ZONING ORDINANCE AMENDMENT

\$350 + Printing Costs

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

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

G.I.a.

December 2, 2019

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



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

RE: Proposal for Professional Services – Wild Wind Ranch Drive Improvements Feasibility Study Services

218.829.5117
218.829.2517
Brainerd@wsn.us.com

WidsethSmithNolting.com

Dear Mayor and Council Members:

Widseth Smith Nolting is providing this letter agreement for consideration of the City Council related to the preparation of a Feasibility Study that will be needed for the proposed Wild Wind Ranch Drive Improvements. The project is a non-petitioned (City initiated) project that will be assessed in accordance with Ch. 429 Special Assessment requirements and the City's assessment ordinance. As a city-initiated project, a 4/5 vote will be required for each resolution to be passed upon by the City Council.

Proposed Scope of Services – Feasibility Study and Preliminary Improvement Hearing

1. We will complete a review of existing project information, solicit an appraiser benefit opinion, review the site conditions, and prepare a feasibility study for public roadway reconstruction improvements.
2. We will review the results of the study with the Public Works Commission and City Council.
3. We will work with City staff to coordinate a Preliminary Improvement Hearing and will present the results of the final study to affected parcel owners and the City Council.

We propose to complete the Feasibility Study for the scope of work described above, including our time and expenses, for **\$4,000**. The benefit appraisal cost is not included in the above fee and will be billed directly to the City by the appraiser. WSN fees will be billed on an hourly basis in accordance with our Fee Schedule that is in effect when the work is completed. We have attached a copy of our 2019 Fee Schedule. The attached General Provisions are a part of this proposal agreement. If the City is agreeable to this proposal, please sign and return one copy to us as our notice to proceed. Thank you for this opportunity to provide our services to the City of Crosslake.

Very truly yours,

Widseth Smith Nolting

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

David S. Reese, P.E.
Civil Engineer | Vice-President

Attachments: General Provisions of Professional Services Agreement
2019 WSN Fee Schedule

Proposed by Widseth Smith Nolting

A handwritten signature in black ink, appearing to read "Timothy T. Ramerth".
Timothy T. Ramerth, Vice President

Accepted by City of Crosslake: The above proposal is satisfactory and WSN is authorized to do the work as specified and in accordance with the attached General Conditions. Payment will be made monthly in accordance with the terms on the attached fee schedule.

David Nevin, Mayor

Date

Mike Lyonais, City Administrator

Date

WIDSETH SMITH NOLTING



2019 FEE SCHEDULE

CLASSIFICATION	HOURLY RATE
<u>Engineer/Architect/Surveyor/Scientist/Wetland Specialist/Geographer</u>	
Level I	\$105.00
Level II	\$125.00
Level III	\$152.00
Level IV	\$165.00
Level V	\$180.00
<u>Technician</u>	
Level I	\$ 70.00
Level II	\$ 88.00
Level III	\$105.00
Level IV	\$120.00
Level V	\$132.00
Computer Systems Specialist	\$130.00
Senior Funding Specialist	\$120.00
Marketing Specialist	\$100.00
Funding Specialist	\$ 90.00
Administrative Assistant	\$ 63.00

OTHER EXPENSES	RATE
Mileage (Federal Standard Rate) 94¢/mi \$0.55 \$0.71 47¢/mi \$0.49	
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
ATV	\$100.00/Day
ATV w/ Tracks	\$200.00/Day
Soil Drilling Rig	\$35.00/Hour
Groundwater Sampling Equipment	\$75.00/Day
Subcontractors	Cost Plus 10%

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

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

General Provisions of Professional Services Agreement

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

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

ARTICLE 1. PERIOD OF SERVICE

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

ARTICLE 2. SCOPE OF SERVICES

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

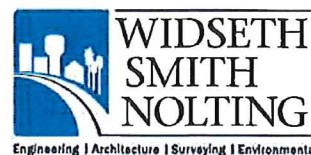
If WSN is of the opinion that any work they have been directed to perform is beyond the Scope of this Agreement, or that the level of effort required significantly exceeds that estimated due to changed conditions and thereby constitutes extra work, they shall notify the CLIENT of that fact. Extra work,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

ARTICLE 3. COMPENSATION TO WSN

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

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

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



ARTICLE 4. ABANDONMENT, CHANGE OF PLAN AND TERMINATION

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

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

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

ARTICLE 5. DISPOSITION OF PLANS, REPORTS AND OTHER DATA

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

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

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

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

ARTICLE 7. CLIENT'S RESPONSIBILITIES

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

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

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

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

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

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

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

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

ARTICLE 8. OPINIONS OF COST

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

ARTICLE 9. CONSTRUCTION PHASE SERVICES

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

ARTICLE 10. REVIEW OF SHOP DRAWINGS AND SUBMITTALS

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

ARTICLE 11. REVIEW OF PAY APPLICATIONS

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

ARTICLE 12. REQUESTS FOR INFORMATION (RFI)

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

ARTICLE 13. CONSTRUCTION OBSERVATION

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

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

ARTICLE 14. BETTERMENT

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

ARTICLE 15. CERTIFICATIONS, GUARANTEES AND WARRANTIES

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

ARTICLE 16. CONTINGENCY FUND

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

ARTICLE 17. INSURANCE

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

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

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

ARTICLE 18. ASSIGNMENT

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

ARTICLE 19. NO THIRD-PARTY BENEFICIARIES

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

ARTICLE 20. CORPORATE PROTECTION

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

ARTICLE 21. CONTROLLING LAW

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

ARTICLE 22. ASSIGNMENT OF RISK

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

ARTICLE 23. NON-DISCRIMINATION

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

ARTICLE 24. SEVERABILITY

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

ARTICLE 25. PRE-LIEN NOTICE

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

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

G. I. b.



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Preliminary Engineering Report

Crosslake Parking and Pedestrian Route Study

Prepared for:

**City of Crosslake, Minnesota
Crow Wing County, Minnesota
National Loon Center Foundation**

Issued: November 2019

WSN No. 2019-10093

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CERTIFICATION

Parking and Pedestrian Route Study

For

Downtown Crosslake

Crosslake, Minnesota

By

WIDSETH SMITH NOLTING

7804 Industrial Park Road ■ P.O. Box 2720 ■ Baxter, MN 56425

I hereby certify that this report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota. In addition, third-party review was provided by Traffic Data Inc dba Spack Consulting.



David S. Reese, P.E.
Professional Engineer

23432

Reg. No.

12/5/19

Date

Parking and Pedestrian Route Study For Downtown Crosslake Crosslake, Minnesota Table of Contents

PURPOSE.....	4
EXISTING CONDITIONS.....	4
PUBLIC INVOLVEMENT	7
VIDEO PEDESTRIAN COUNTS.....	7
VISUAL PEDESTRIAN COUNTS	12
PARKING AREAS	14
NATIONAL LOON CENTER	15
PAVEMENT MARKINGS/STRIPING	16
CONNECTING THE COMMUNITY	16
IMPROVEMENT ALTERNATIVES	16
RECOMMENDED IMPROVEMENTS.....	23
ESTIMATED COST OF RECOMMENDED IMPROVEMENTS	24
CONCLUSIONS.....	26
 FIGURES	
Figure 1 – Existing Conditions Maps	6
Figure 2 – County Rd 66 & County Rd 3	8
Figure 3 – Swann Dr & Pioneer Dr	9
Figure 4 – County Rd 3 & Pioneer Dr	10
Figure 5 – County Rd 66 & County Rd 3	11
Figure 6 – Peak Traffic & Pedestrian Flow	12
Figure 7– Pedestrian / Bicyclist Information (Pine Peaks & Holiday Station).....	13
Figure 8 – Pedestrian / Bicyclist Information (Crafts and Cones).....	13
Figure 9 – Pedestrian / Bicyclist Information (Dairy Queen).....	14
Figure 10 – Recommended Improvements	Map Supplement

APPENDICES

Appendix A – US Army Corps of Engineers – Cross Lake Recreational Area Map and Visitor Data

Appendix B - Public Involvement – Study Area Business and Property Owner Surveys – July 15, 2019

Appendix C – Public Involvement – Open House/Informational Meeting – July 25, 2019

Appendix D – Public Involvement – Crosslakers Annual Meeting Presentation – August 15, 2019

Appendix E – Public Involvement – General Public Survey – September 27, 2019

ACKNOWLEDGEMENTS

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City of Crosslake – David Schrupp, Michael Lyonais, Charlene Nelson, Theodore Strand, Jon Kolstad

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Crosslake Chamber of Commerce – Cindy Myogeto

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Spack Consulting – Jonah Finkelstein, Max Moreland

Widseth Smith Nolting – Brianna Graner, Alex Bitter, Brady Bussler, Michael Angland, Ashley Martel,
Emma Young, Grant Kosobud

Purpose

The City of Crosslake is a destination community for those seeking the quintessential northwoods lake home and for those exploring the vacation, shopping and recreation opportunities within this popular northern Minnesota town. In the 2019 Legislative session, lawmakers set aside \$4 million to construct the National Loon Center, modeled on the popular National Eagle Center in Wabasha, MN. This new research and education facility will be located within the US Army Corps of Engineers (USACE)-Crosslake Recreation Area at the junction of CSAH 3 and 66. With this State/Federal supported initiative catalyzing existing residential and commercial growth already being experienced along these corridors, the need for enhanced vehicle, pedestrian and bicycling facilities has been accelerated. As a result, the City of Crosslake and Crow Wing County began planning efforts to accommodate the expected increase in visitors to the area.

On June 3, 2019, a Parking and Pedestrian Route Study was initiated by the City of Crosslake, Crow Wing County and National Loon Center Foundation and was endorsed by the US Army Corps of Engineers and Crosslake Chamber of Commerce. The initial study area included the areas abutting and bounded by CSAH 3 and 66 and Swann Drive from the Cross Lake Pine River Dam north to Echo Drive. On September 9, 2019, the City of Crosslake and Crow Wing County authorized expansion of the scope of the study to include additional CSAH 66 corridor area north to the Daggett Channel Bridge (“Bridge to Bridge”). This final study area encompasses the proposed National Loon Center within the Cross Lake Recreation Area, Town Square, Whitefish at the Lakes Senior Housing Campus, Whitefish Lodge and Suites, Pine Peaks Lodge and Suites, Crosslake Community School, Crosslake Lutheran Church, Zorbaz, Crafts and Cones, Dairy Queen and other commercial/residential properties along the CSAH 3 and 66 corridors. Ongoing growth of new businesses and residential projects within the Downtown Commercial (DC) District is anticipated to add to the vehicle, pedestrian and bicycling traffic and congestion. In addition, USACE restrictions placed on the ability to increase the amount of on-site parking will cause future National Loon Center patrons to utilize existing parking located throughout the City. Therefore, the study was commissioned with the following objectives:

- Identify existing and potential parking locations and capacities in and around the district for current and future needs
- Identify improved safe corridors for pedestrian movement
- Identify additional walking opportunities for visitors and residents
- Identify pedestrian routes to businesses that will stimulate economic development
- Identify recommended street/highway ‘No-Parking’ zones and pedestrian crossing locations
- Identify the type and location of recommended improvements and estimated costs

Existing Conditions

The City of Crosslake, and the US Army Corps of Engineers Cross Lake Recreation Area, is a destination for tens of thousands of seasonal visitors, property owners and full-time residents. The arrival of cabin owners and vacationers each spring generates significant vehicle, pedestrian and bicycle traffic from May through October. The Cross Lake Recreation Area attendance alone ranged from 20,000 to 28,000 visitors per month during the summer of 2018. The annual trend has shown continual growth over the past several years as indicated in the visitor data provided by the Corps of Engineers in Appendix A.

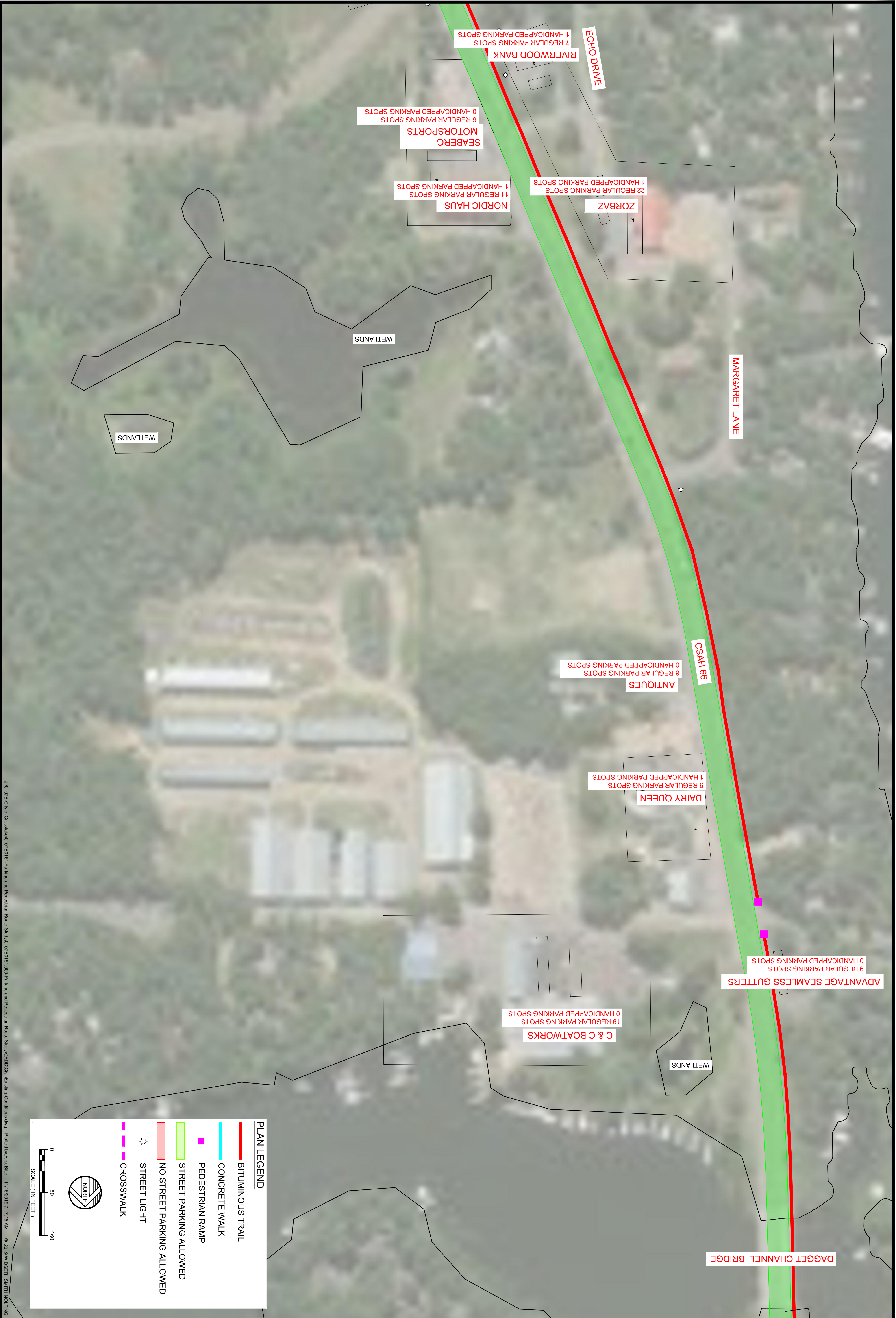
The City, County and individual land owner/developers have created existing bicycle and pedestrian routes and parking areas throughout the study area over several decades of development; however, many of the routes remain unconnected. Bicycle and pedestrian walkways and trails, shown in Figure 1, are comprised of both concrete sidewalks and bituminous asphalt surfaced trails. The bituminous surfaced trail located along the west side of CSAH 66 is used by both pedestrians and bicyclists in the summer months and is used as a designated snowmobile trail route during the winter. The City and County have four primary roadways in the downtown area that carry most of the vehicle traffic: County State-Aid Highway (CSAH) 66, CSAH 3, Swann Drive and Pioneer Drive. Crosswalks, sidewalks and trails have been installed in some

areas, mainly as property has developed, to encourage pedestrian and bicycle travel throughout the downtown commercial area. There are currently crosswalks at the intersections of CSAH 66 and CSAH 3, and CSAH 66 and Swann Drive. Sidewalks and trails are located along the West side of CSAH 66, South side of Swann Drive and along the north side of CSAH 3 between Pioneer Drive and Swann Drive. Despite the facilities that have been constructed, there are ongoing issues concerning mid-block street crossings by pedestrians and bicyclists, high vehicle traffic and related conflicts with motor vehicle traffic. The City and County have deployed high-reflective signage and portable center-line pedestrian signs at the intersections of CSAH 3/66 and CSAH 66/Swann Drive crosswalks to help identify and warn motor vehicle drivers of primary pedestrian crossing locations.

Parking within the study area consists of private and public (on-street) parking areas. The amount of parking available, in general, provides the convenience demanded by the public most of the time and many parking areas are under-utilized during the week days. However, during peak hourly periods (for example during Church services or weekends during special community events and summer holidays) convenient parking is not always available. This results in the need to park one's vehicle at a more distant parking area and walk to the destination. As mentioned previously, available walkways and trails are often disconnected or non-existent and pedestrians are consigned to walking along roadway corridors or across broad parking/commercial areas to reach their destination. This results in intermingling of pedestrians amid vehicular traffic utilizing the same space.

The existing conditions are illustrated in Figures 1A to 1D.

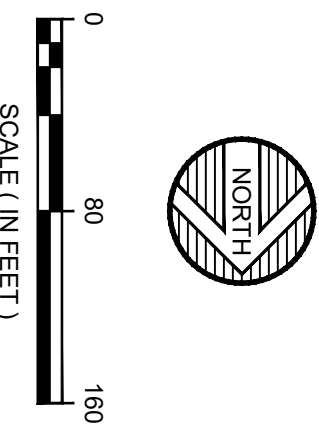
Figures 1A-1D



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PLAN LEGEND

- BITUMINOUS TRAIL
- CONCRETE WALK
- PEDESTRIAN RAMP
- STREET PARKING ALLOWED
- NO STREET PARKING ALLOWED
- STREET LIGHT
- CROSSWALK



PARKING AND PEDESTRIAN ROUTE STUDY
CITY OF CROSSLAKE
CROSSLAKE, MINNESOTA

EXISTING CONDITIONS

DATE: 11/2019
SCALE: AS SHOWN
DRAWN BY: ADB
CHECKED BY: DSR

JOB NUMBER: 0107B0161

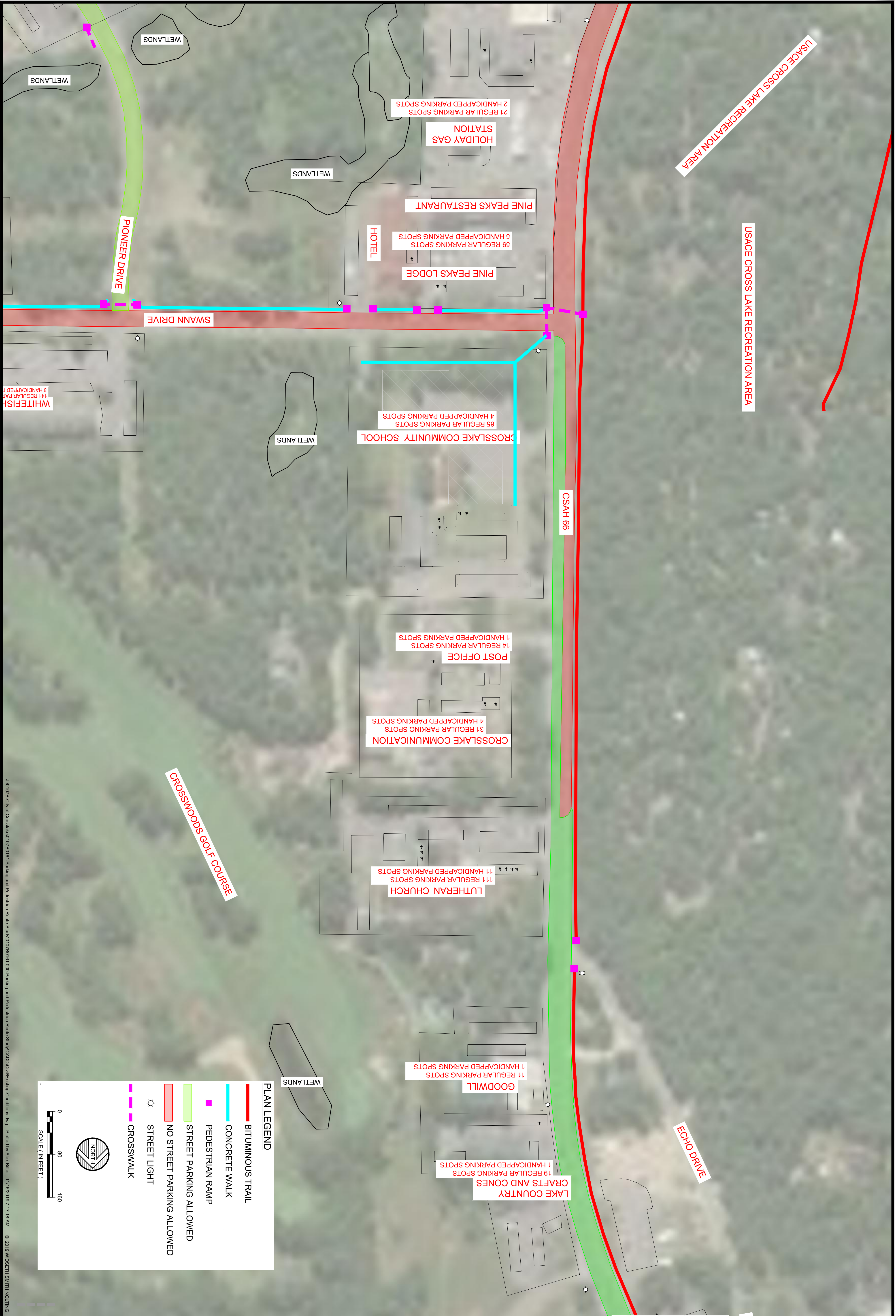
DATE	REV#	REVISIONS DESCRIPTION	BY

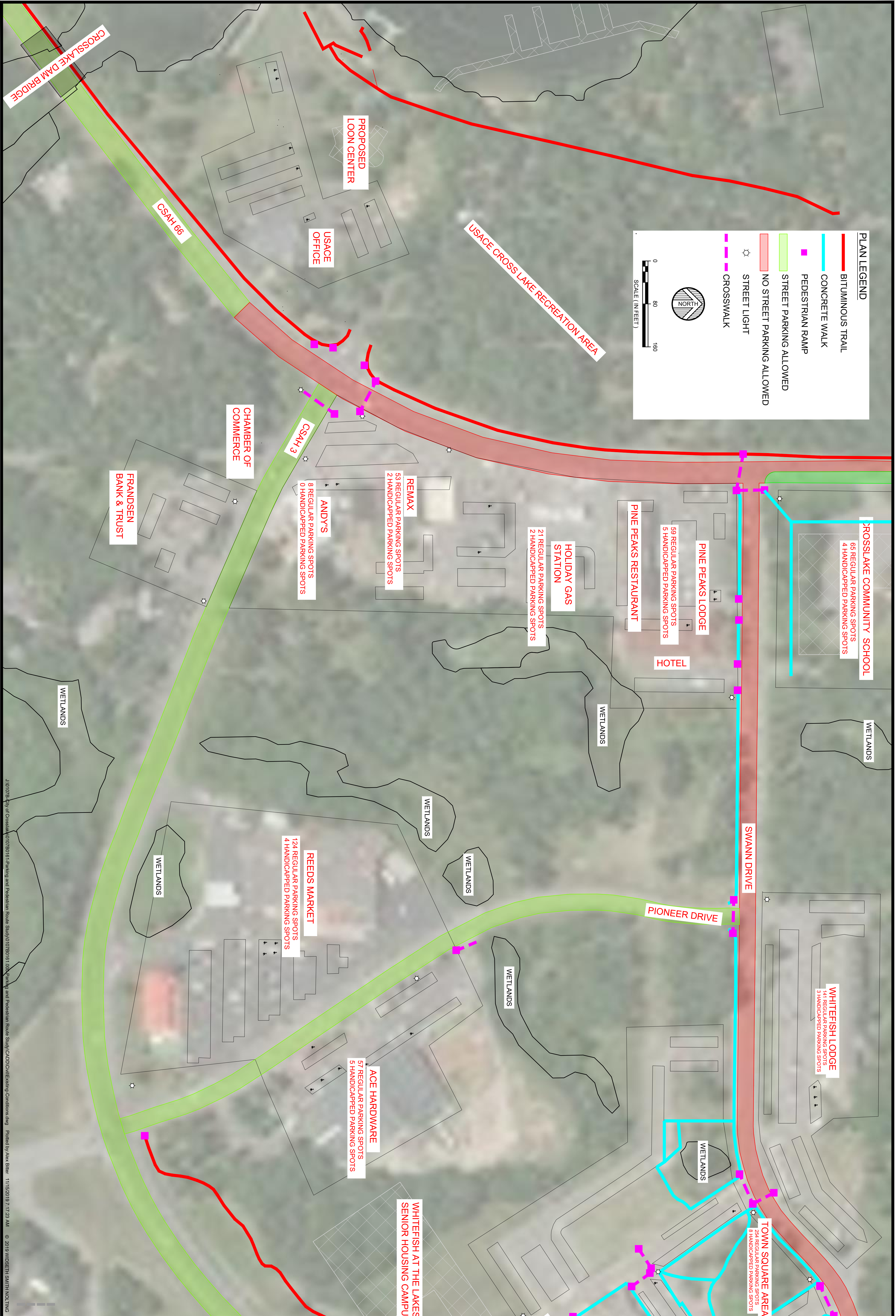
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

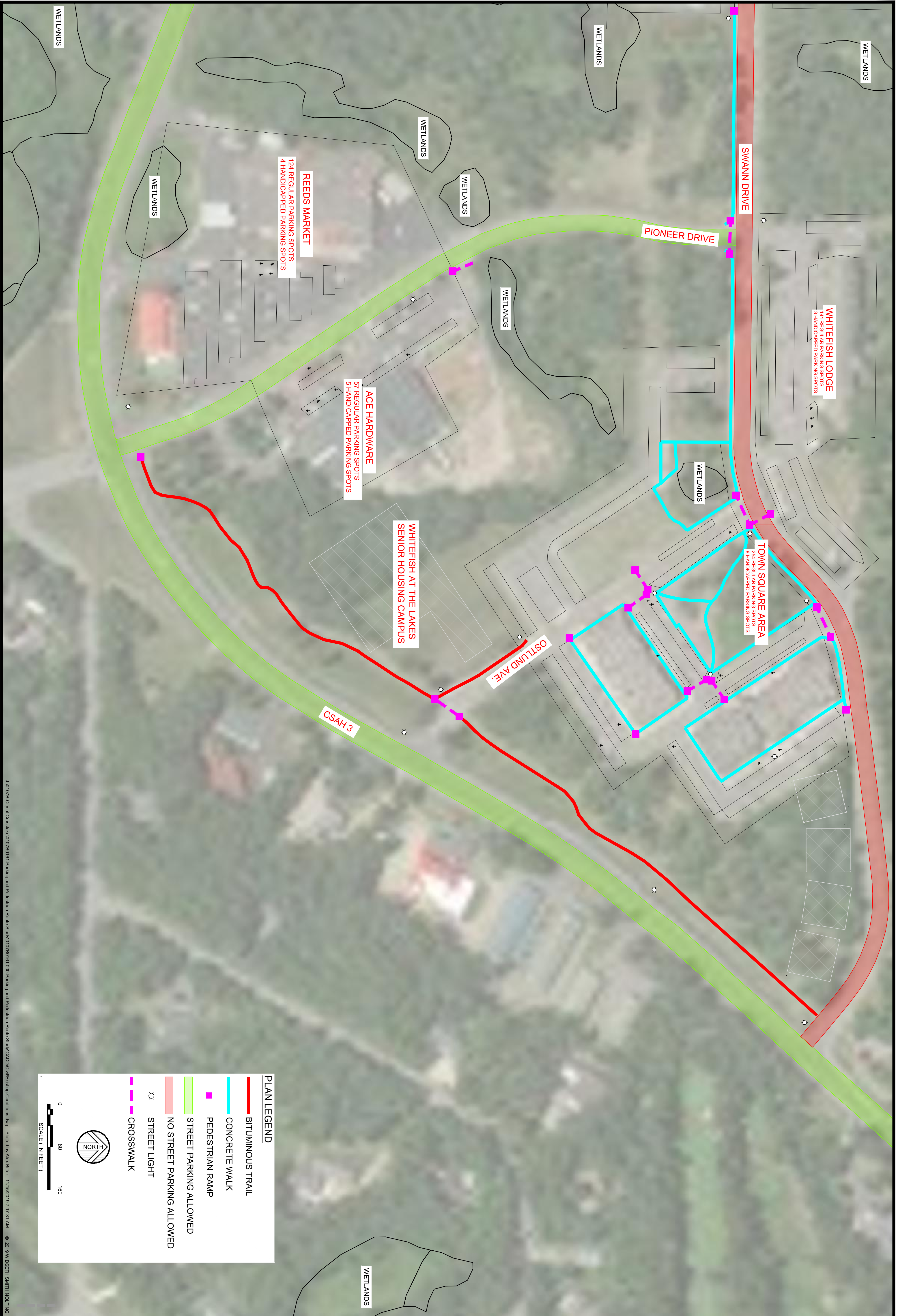
DAVID S. REESE DATE: 11-14-2019 LIC. NO. 23432



WIDSETH SMITH NOLTING
Engineering | Architecture | Surveying | Environmental







J:\07B-City of Crosslake\07B016-Parking and Pedestrian Route Study\07B016-1000-Parking and Pedestrian Route Study\CADD\DWG\Planning-Conditions.dwg Plotted by: Alex Blaser 11/15/2019 7:17:31 AM © 2019 WIDSETH SMITH NOLTING

PLAN LEGEND

BITUMINOUS TRAIL

CONCRETE WALK

PEDESTRIAN RAMP

STREET PARKING ALLOWED

NO STREET PARKING ALLOWED

CROSSWALK

STREET LIGHT

0

80

160

SCALE (IN FEET)

NORTH

Public Involvement

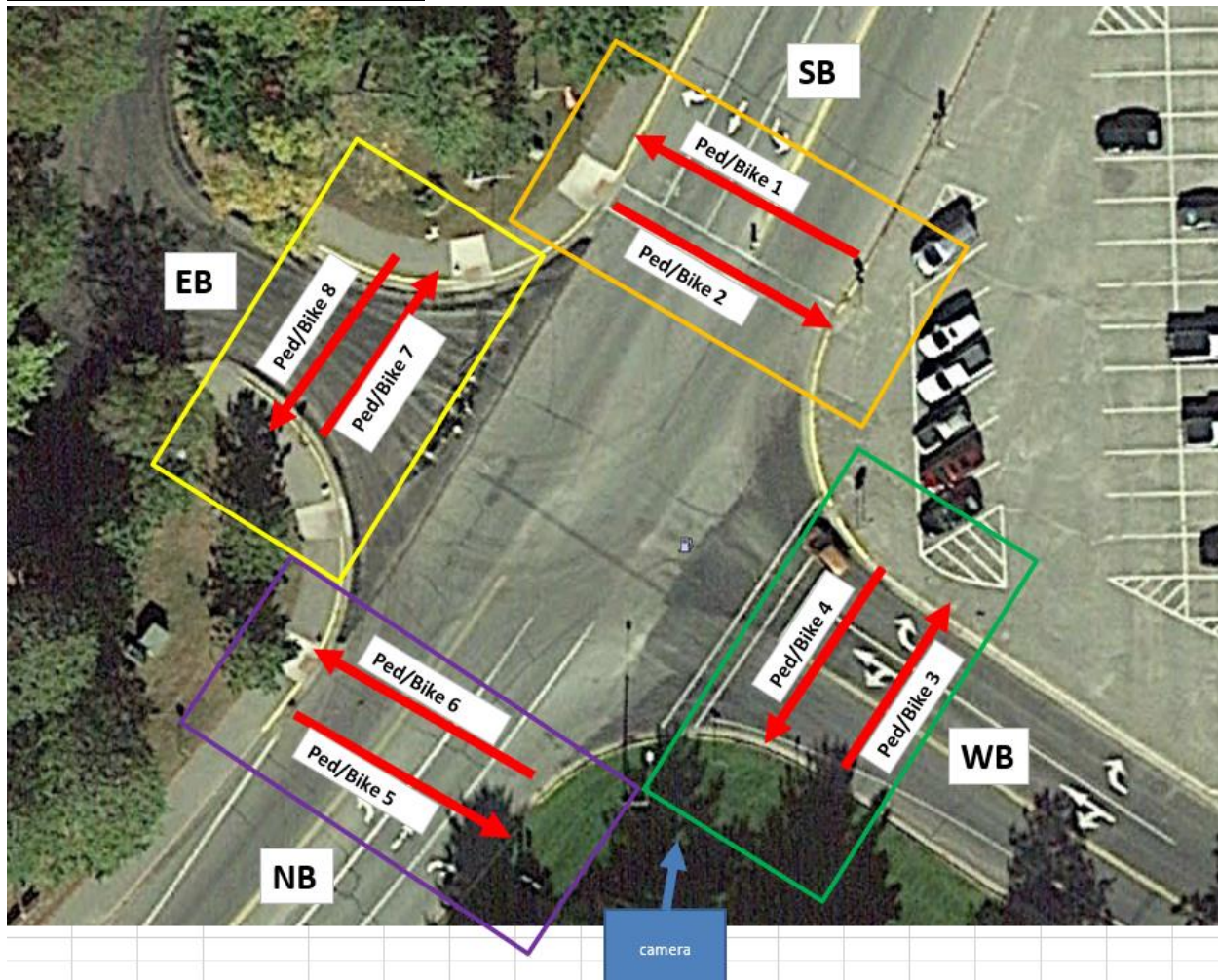
The project team has solicited public input and utilized previous studies in several different ways:

- The City, with the assistance of the Minnesota Design Team, National Park Service staff, Crosslakers and many other volunteers, completed a Blue Zone study in 2016 with the assistance of the Greater Lakes Association of Realtors. This study reviewed a variety of techniques used throughout the nation to enhance pedestrian and bicycle mobility, safety and growth. A copy of the “Walkable Crosslake” Blue Zone study is available upon request from the City.
- July 15, 2019 Public Survey – The Crosslake Chamber hand-delivered 51 written surveys to the commercial properties within the study area. The survey focused on parking issues and concerns, vehicle traffic and congestion, and pedestrian/bicycling amenities. A total of 25 responses were collected and respondents provided input on parking, congestion and crosswalk safety with suggestions for added on-street parking and safer pedestrian routes. Results of the survey are summarized in Appendix B.
- July 25, 2019 Public Informational Meeting/Open House – A total of 12 Crosslake residents attended in addition to representative City Council members and staff. The citizens of Crosslake that attended provided input to the current pedestrian/parking issues. The suggestions for improvements included the addition of a sidewalk on the east side of CSAH 66, more trails/sidewalks connecting local businesses, allowing ATV/OHV traffic on trails, more visible crosswalks (signage and pavement markings) and additional street parking. The meeting agenda and summary of discussion points are provided in Appendix C.
- August 15, 2019 Preliminary information was presented to the Crosslakers at their annual meeting, questions and answers were exchanged and input was provided concerning the Crosslakers group objectives of enhancing connectivity with projects related to trails, sidewalks, safe crossings of highways and bicycle ways. The Community Update agenda is provided in Appendix D.
- September 26, 2019 A multi-media survey was conducted using Survey Monkey which was made available by posting links on the City and Chamber of Commerce web pages and Facebook links. The survey garnered 86 responses from full-time residents, seasonal residents and visitors. Input focused primarily on the recreational aspects of the study area including, additional trails and sidewalks to complete connections and access between the commercial and recreational areas, safer crosswalks, and more bicycling opportunities. The survey responses are provided in Appendix E.

Video Pedestrian Counts

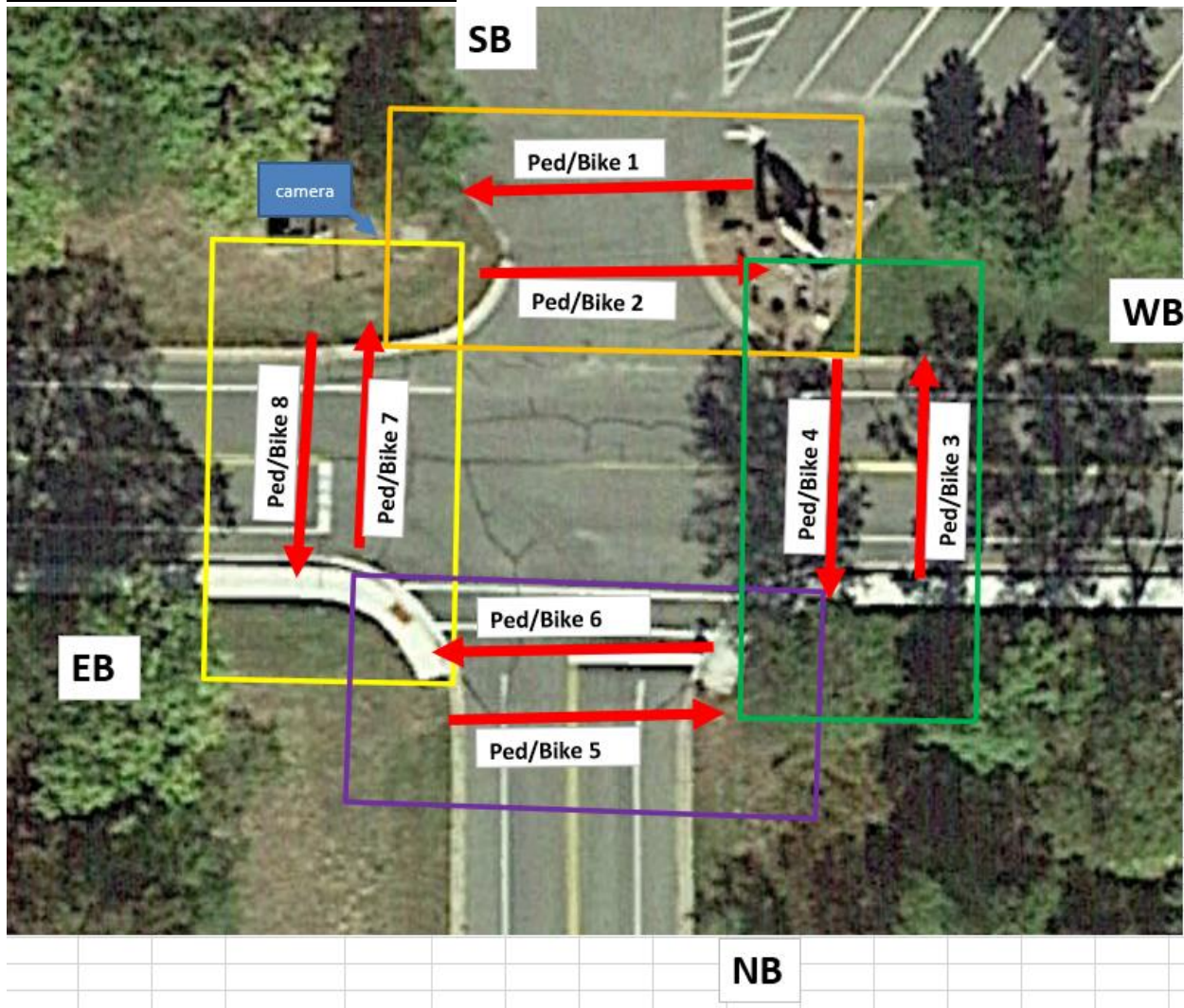
Over the July 4th Holiday weekend, Spack Consulting installed video cameras at the intersections of CSAH 66 & 3 (Figure 2), Swann Dr & Pioneer Dr (Figure 3), CSAH 3 & Pioneer Dr (Figure 4), and CSAH 66 & Swann Dr (Figure 5). The data collected at each location is tabulated below each figure and illustrates the pedestrian and bicycle data collected. Each of the figures has an aerial map with directional arrows and a table with the total number of pedestrians and bicycles that used each crosswalk in a single direction for each day/date. Spack also provided a table with the total number of pedestrian and bicycle crossings occurring each hour. We have condensed that table into a table that shows the peak times of travel for each day. Figure 6 (Page 12) provides the peak time of travel for each of the crosswalk areas. The peak time of travel is around the noon hour on each day.

Figure 2 (CSAH 66 & CSAH 3)



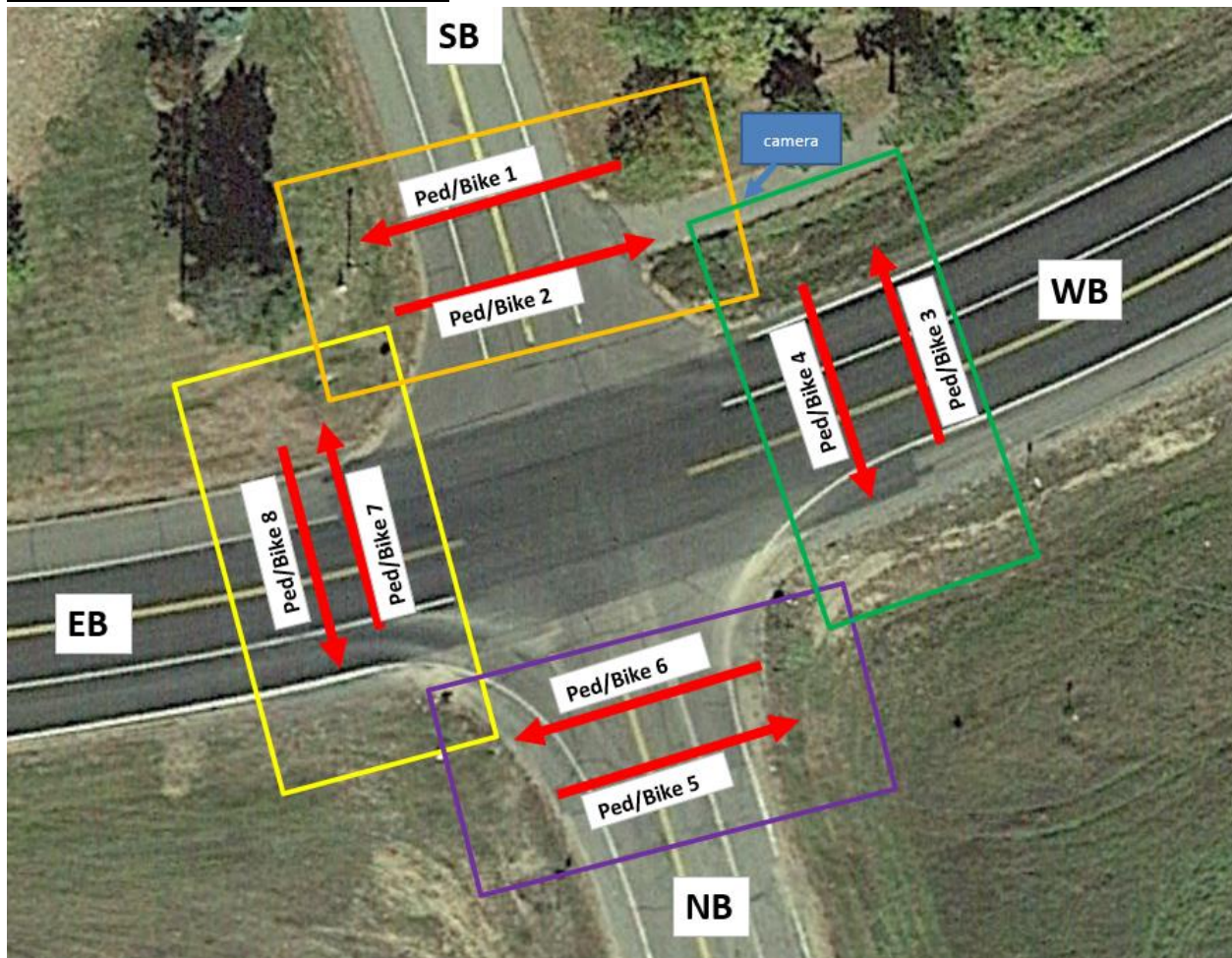
	Ped 1	Ped 2	Peds 3	Peds 4	Peds 5	Peds 6	Peds 7	Peds 8
7/4/2019	75	49	0	1	3	0	33	32
7/5/2019	87	87	9	6	0	1	44	40
7/6/2019	242	224	27	9	17	16	19	16
7/7/2019	48	38	0	4	0	0	31	7
	Bikes 1	Bikes 2	Bikes 3	Bikes 4	Bikes 5	Bikes 6	Bikes 7	Bikes 8
7/4/2019	49	37	5	5	13	0	18	26
7/5/2019	35	36	8	4	0	1	19	38
7/6/2019	39	31	4	2	4	0	8	4
7/7/2019	16	11	1	0	0	0	7	9

Figure 3 (Swann Dr & Pioneer Dr)



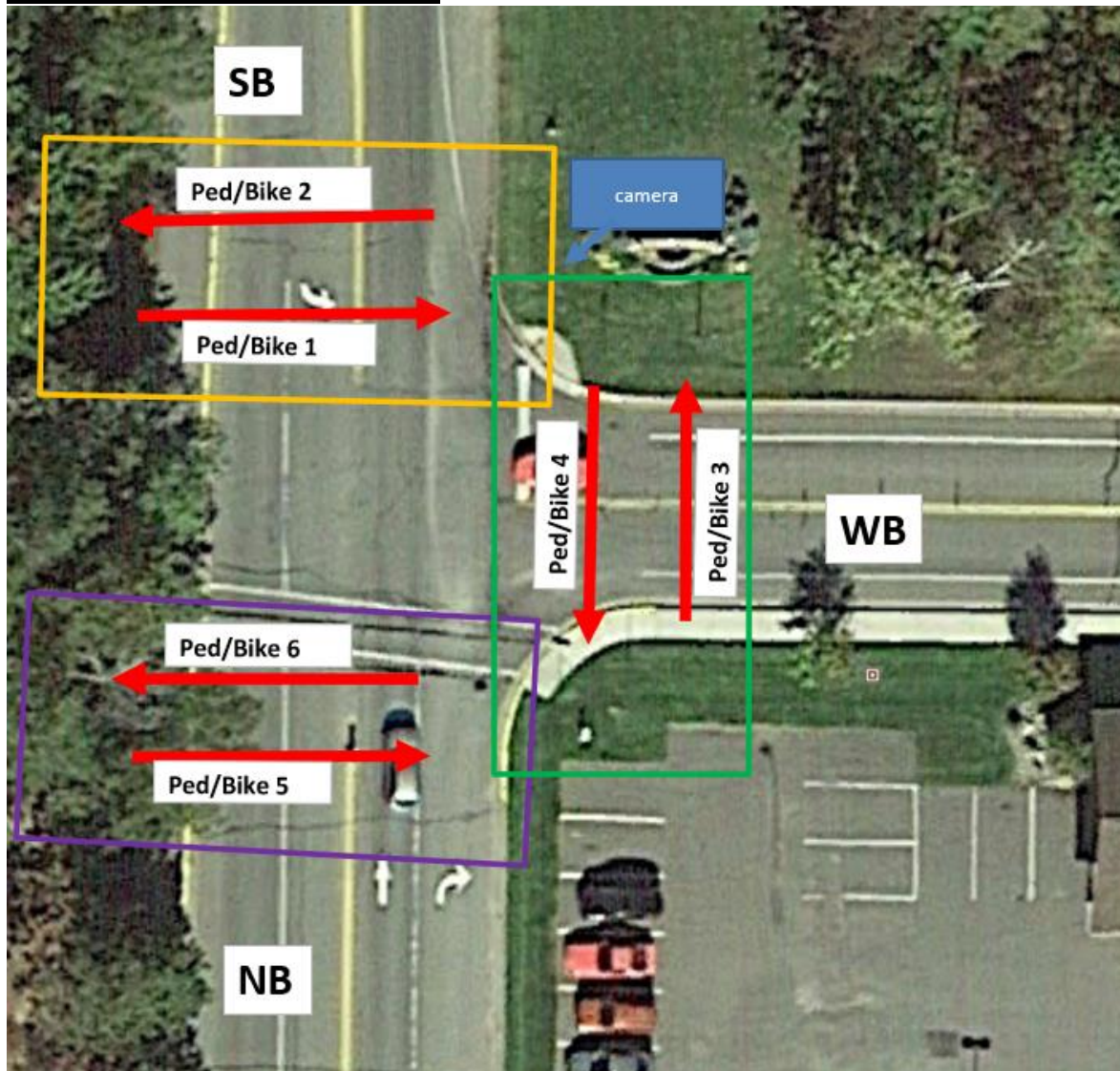
	Ped 1	Ped 2	Peds 3	Peds 4	Peds 5	Peds 6	Peds 7	Peds 8
7/4/2019	0	0	1	0	36	32	13	7
7/5/2019	1	1	1	6	49	40	23	15
7/6/2019	2	6	9	6	60	51	35	37
7/7/2019	1	3	1	4	33	13	7	5
	Bikes 1	Bikes 2	Bikes 3	Bikes 4	Bikes 5	Bikes 6	Bikes 7	Bikes 8
7/4/2019	11	0	3	0	29	19	1	0
7/5/2019	11	14	0	0	27	23	0	0
7/6/2019	16	2	0	0	34	18	1	1
7/7/2019	0	0	0	0	9	8	0	0

Figure 4 (CSAH 3 & Pioneer Dr)



	Ped 1	Ped 2	Peds 3	Peds 4	Peds 5	Peds 6	Peds 7	Peds 8
7/4/2019	4	1	4	1	2	3	0	11
7/5/2019	1	1	4	1	2	0	3	7
7/6/2019	6	6	5	3	0	1	4	5
7/7/2019	7	5	2	1	0	2	0	0
	Bikes 1	Bikes 2	Bikes 3	Bikes 4	Bikes 5	Bikes 6	Bikes 7	Bikes 8
7/4/2019	14	5	2	3	10	2	6	8
7/5/2019	6	0	3	1	7	0	1	2
7/6/2019	15	3	2	2	3	0	1	2
7/7/2019	5	0	1	1	1	0	3	3

Figure 5 (CSAH 66 & Swann Dr)



	Ped 1	Ped 2	Peds 3	Peds 4	Peds 5	Peds 6
7/4/2019	0	0	6	5	58	93
7/5/2019	0	0	21	30	123	120
7/6/2019	0	0	15	11	122	125
7/7/2019	0	0	1	11	91	91
	Bikes 1	Bikes 2	Bikes 3	Bikes 4	Bikes 5	Bikes 6
7/4/2019	0	0	9	3	55	46
7/5/2019	0	0	15	12	82	66
7/6/2019	0	0	3	2	66	51
7/7/2019	0	0	1	1	42	33

Figure 6 (Peak Traffic & Pedestrian Flow)

	Time	CR 66 & CR 3			CR 3 & Pioneer Dr		CR 66 & Swann Dr		Swann Dr & Pioneer Dr	
		Vehicle	Ped+Bike		Vehicle	Ped+Bike	Vehicle	Ped+Bike	Vehicle	Ped+Bike
7/4/2019	10:00		55							
	11:00	1134			664	16	1031	36		
	12:00								393	
	14:00									26
7/5/2019	8:00					10				
	10:00		60							
	11:00	1590						87	573	
	12:00				936		1476			42
7/6/2019	9:00					18				
	10:00							66		
	11:00	1668			844		1491		544	46
	21:00		145							
7/7/2019	9:00							53		
	11:00	1219	28		589	8	1063		287	14

Visual Pedestrian Counts

WSN staff conducted pedestrian counts on July 3rd and 12th. This was done to collect data in areas of concern where video cameras were not located or did not have range to cover. In addition, visual counts also provided information regarding mid-block pedestrian movements and a comparison with video data that focused on the established crosswalks. Three areas were selected where vehicle/pedestrian concerns have been raised in the past and were identified through public involvement during the study. The three locations selected were near the Dairy Queen, Lake County Crafts & Cones, and Holiday Station/Pine Peaks Restaurant. During the site visit, our field staff also documented pedestrian/vehicle conflicts. These included traffic braking to avoid pedestrians crossing the road at mid-block and vehicles not stopping for pedestrians that were attempting to use the established crosswalks. Traffic volume intensity, at peak times, resulted in pedestrians having to wait up to 3 minutes to cross.

Data in Figure 7 shows the number of bicycles and pedestrians counted that crossed at established crosswalks and at mid-block locations where there was no crosswalk (jaywalking). There is a notable volume of mid-block pedestrian crossings occurring near the Holiday Gas Station. There are crosswalks to the north (Figure 5) and south (Figure 2) of the Holiday Station. Some pedestrians were determined to take a direct path to the Holiday Gas Station and other nearby shops as most of the businesses in this area see a large amount of foot and bicycle traffic.

Figure 7

PEDESTRIAN / BICYCLIST INFORMATION				
DAY	3-Jul		12-Jul	
TIME	AM	PM	AM	PM
LOCATION	PINE PEAKS RESTAURANT			
# OF PEDESTRIANS	87	15	33	39
# OF BICYCLISTS	108	55	19	67
TOTAL # OF PEDESTRIANS AND BICYCLISTS	195	70	52	106
JAYWALKING INFORMATION		HOLIDAY GAS STATION		
# OF PEDESTRIANS	9	5	6	4
# OF BICYCLISTS	3	1	1	1
TOTAL	12	6	7	5

Data collected near the Lake Country Crafts & Cones is provided in Figure 8. This is a very popular destination for pedestrians and bicyclists and is located on the east side of CSAH 66 across from the Exchange property. If the Crafts & Cones parking lot is full, it was observed that patrons preferred to park on the Exchange property and walk directly across the County highway rather than parking on-street on CSAH 66. The availability of on-street parking on the east side of CSAH 66 is limited due to the number and expanse of driveway entrances along the east side of CSAH 66 in this vicinity. The lack of curb space is further limited by the intersection of Bald Eagle Trail just north of this destination. Also, there is no walkway along the east side of CSAH 66 which deters patrons from deciding to park further away from their destination on the east side of the highway and then being relegated to walking on-street to reach the shop.

Figure 8

PEDESTRIAN / BICYCLIST INFORMATION				
DAY	3-Jul		12-Jul	
TIME	AM	PM	AM	PM
LOCATION	LAKE COUNTRY CRAFTS AND CONES			
# OF PEDESTRIANS	-	51	20	18
# OF BICYCLISTS	-	39	16	55
TOTAL # OF PEDESTRIANS AND BICYCLISTS	-	90	36	73
JAYWALKING INFORMATION				
# OF PEDESTRIANS	-	1	4	7
# OF BICYCLISTS	-	0	0	22
TOTAL	-	1	4	29

The Dairy Queen area is another area where pedestrian crossings occur somewhat randomly to reach this destination. There is no crosswalk location for pedestrians to cross the highway in this area. Most of the counts provided in Figure 8 represent pedestrians that crossed near the intersection of CSAH 66 and Edgewater Lane; the jaywalking counts represent crossings that occurred north and south of this intersection.

Figure 9

PEDESTRIAN / BICYCLIST INFORMATION				
DAY	3-Jul		12-Jul	
TIME	AM	PM	AM	PM
LOCATION	DAIRY QUEEN			
# OF PEDESTRIANS	61	-	61	-
# OF BICYCLISTS	70	-	70	-
TOTAL # OF PEDESTRIANS AND BICYCLISTS	131	-	131	-
JAYWALKING INFORMATION				
# OF PEDESTRIANS	4	-	-	-
# OF BICYCLISTS	7	-	-	-
TOTAL	11	-	-	-

Parking Areas

In Figure 1A-1D, there are several parking areas within the study area that include road right-of-ways (on-street parking) and private parking areas (off-street parking). Exclusive of the peak 1-2 hours of each day on peak weekends or during community events, it was noted that most parking areas had extra capacity and were under-utilized. Based on community input and the data collected by visual and drone counts at peak periods studied, the following observations have been made concerning parking availability. In the Town Square area, there were greater than 60% surplus parking spaces available during regular business hours. This area is very open and has multiple opportunities for parking and walking to the area businesses. The Town Square is a destination for pedestrians. This was documented based on pedestrian and bicycle counts originating from the Cross Lake Recreation Area to the Town Square. However, there are walkway gaps in this origin-destination situation, which identifies a palpable need in this area. Closing the gaps will provide direct routes to businesses. Currently, there is just one sidewalk on the south side of Swann Drive that connects the Town Square to CSAH 66 and the Cross Lake Recreation Area. There is a segment of trail on the north side of CSAH 3 between Pioneer Drive and Swann Drive; however, it does not connect with CSAH 66. Pedestrians are relegated to walking either on the County highway ditch in-slope or highway shoulder along the north side of CSAH 3.

Along the east side of CSAH 66, between CSAH 3 and Swann Drive, pedestrian/vehicle conflicts were noted in peak and non-peak periods. Access to the Holiday Gas Station pumps and parking spaces becomes more difficult during peak periods. During peak periods, drivers were observed having difficulties finding the parking lot entrances and exits; some exited the area by driving over the curb. At the entrances/exits, cars were queued to exit onto the County highway during congested peak periods. During non-peak times, ample parking stalls were available at each business and little congestion was noted. This area does not have a defined pedestrian route which causes pedestrians and bicyclists to meander through the traffic and parking areas.

Between Swann Drive and Lake Country Crafts and Cones, there is a surplus of on-street and off-street parking except for short-duration (2 hours or less) events. When the Crosslake Community School and Lutheran Church are not in session, the associated parking lots provide over 150 unused parking stalls. Community input identified concerns for parking and pedestrian safety when the Lutheran Church is in session. There were concerns with overflow parking on CSAH 66 and pedestrians attempting to walk to the Church. There is no pedestrian walkway on the east side of CSAH 66 at this location, resulting in pedestrians being required to walk amid on-street parked cars and along the edge of the north-bound driving lane facing the parked cars. Cars parked on the west side of CSAH 66 near the Church result in additional pedestrians attempting to cross CSAH 66 with no identified crosswalk currently in this area. Construction of a pedestrian walkway on the east side of CSAH 66 would connect parking areas located on the east side to the businesses, Church, and other destinations that are all located on the east side across from the Crosslake Recreation Area. Construction of a pedestrian walkway would alleviate much of the pedestrian traffic that crosses randomly across CSAH 66. The public input received from visitors and business owners has overwhelmingly endorsed this improvement.

The Exchange parking lot provides additional parking space; however, this is private property and is used by the owner to park items for sale, including vehicles, boats and other merchandise. Public input received by the study team includes the suggestion that the City purchase the property to construct a new public parking lot. This could be a centralized parking “hub” to park and walk or bicycle to nearby businesses.

The Dairy Queen parking lot has 10 parking stalls; however, during peak times, there is a need for additional parking. There are few other parking options in this area except for on-street parking on CSAH 66. Currently, there is on-street parking on both sides of CSAH 66 in this area. The bituminous trail provides a pedestrian route to reach a point on the west side of CSAH 66 in which to cross; however, there are no crosswalks established in this area.

The Cross Lake Recreation Area has parking available for the Day-Use area and dam area. These parking lots are not available for visitors to the National Loon Center that is planned to be built onsite. It is understood these parking lots are reserved for the recreational area day visitors.

It is understood the Chamber of Commerce staff will relocate from their current office location and will occupy a portion of the National Loon Center building. Parking for staff will continue to be at the current Chamber office location and staff will walk across CSAH 66 to their relocated offices at the National Loon Center facility.

The National Loon Center

The National Loon Center is anticipated to have 30 to 40 average daily visitors that will be required to park off-site and walk to the facility. During peak visitor periods, area school districts, the Crosslake Community School and other organizations are anticipated to add to the visitor counts. Construction of the facility is planned to begin in 2022. The facility will include an indoor loon habitat attraction, a loon research center, offices and facilities for the Chamber of Commerce staff and the Corps of Engineers and exhibits for the Crosslake Historical Society and Train Museum. In accordance with the Corps of Engineers lease agreement, visitors to the Loon Center will not be allowed to park within the Cross Lake Recreation Area property. Visitors will be required to park in other available areas of the City and walk to the Loon Center. Bus service drop-off areas during peak times of the year have been discussed with potential for widening CSAH 66 near the dam to provide temporary bus parking for drop-off/pick-up. The findings of this study indicate that surrounding parking availability is readily available for Loon Center visitors; however, gaps in walkways from the parking areas to the Loon Center destination exist. Also, all automobile parking area

options require visitors and Chamber employees to cross CSAH 66 to reach the Loon Center. Enhancement of existing crosswalk safety and the construction of additional walkways from existing parking areas to the Loon Center will be necessary.

Pavement Markings/Striping

Striping modifications and improvements have been reviewed that include enhancements to existing pedestrian crosswalks and construction of new crosswalks on CSAH 66 at the intersection with Echo Drive and near Edgewater Lane. Modifications to curb painting will be necessary to prevent parking at new crosswalk locations and to ensure visibility at these locations.

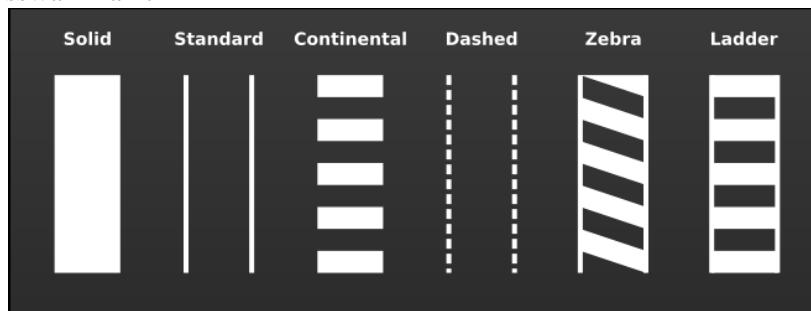
Connecting the Community

One of the main goals of the community is to have sidewalks and trails in place so that residents and visitors can walk safely from origin to destination. In most cases this means from parking stall to business; however, it also includes: from apartment to grocery store, from campsite to Church, and from hotel to beach. A primary goal of this study is to review and recommend routes suitable for pedestrians and bicyclists to connect the community and minimize conflict with the primary vehicle routes.

Improvement Alternatives

Below are alternatives that have been developed from prior studies, community input, Spack Consulting and currently accepted engineering design practices. Each option has benefits and consequences that should be considered.

- Improved Crosswalk Paint



- Pros
 - Improving crosswalk paint pattern, quantity and/or color can increase the visibility of the crosswalk and help drivers see more clearly there is a crosswalk ahead.
 - There are a variety of materials/options that may be installed that have varied costs and maintenance schedules.
- Cons
 - Expansive painted areas of pavement can become slippery to pedestrians, bikers and vehicles in certain weather conditions.
 - Generally, the most durable options have the most expensive up-front capital expense and replacement costs.
- Estimated Paint Cost: Ranges from \$2.00/LIN.FT to \$3.50/SQ.FT. depending on type.

- Increased lighting at crosswalks



- Pros
 - Enhanced lighting would help driver visibility in low light times of the day, inclement weather conditions and improve pedestrian safety.
 - Photometric calculations can be completed to help prevent light reaching outside the target area.
- Cons
 - Added lighting can be a nuisance to nearby residents if the light shines onto neighboring properties.
 - Added lighting may diminish the Crosslake Recreation Area experience having additional lighting in the vicinity of the Corps Campground.
- Estimated Cost: \$7,500 per Light Pole; the cost variable that is difficult to determine is the extension of power at each location.

- Narrowed driving lanes and painted bike lanes.



- Pros
 - By narrowing the driving lane, it helps to keep the traffic closer to the posted speed limit because the driver perceives they don't have as much room, so they drive with more care.
- Cons
 - Bicyclists are still adjacent to the driving lane and, at times of heavy vehicle traffic, it can still be a risk for bicyclists.
 - This option would reduce current on street parking availability based on current highway widths.
- Estimated Cost: \$3.50/SQ.FT. for pavement messages and \$2.00/LIN.FT. for striping

- Push Button signals at cross walks



- Pros
 - During times of light traffic, this alternative helps register the attention of the driver that a pedestrian is in process of crossing the road.
- Cons
 - During times of heavy foot and bicycle traffic and vehicle traffic, the vehicle traffic could back up further than desired if pedestrians continue to push the button.
- Estimated Cost: \$3,500 to \$4,500 per pole

- Lighted High reflective signage at crosswalks



- Pros
 - This is an effective way to register the attention of the drivers and let them know there is a crosswalk at this location.
- Cons
 - The effectiveness of this signage wanes with time. Not everyone will pay attention to the signage and may begin to disregard.
- Estimated Cost: \$2,500 to \$3,500 per pole

- Roundabouts



- Pros
 - Roundabouts are an effective way to continue the flow of traffic and help slow traffic as they maneuver the roundabout. Mini roundabouts have similar traffic calming aspects and they do not require as much space as a standard roundabout.
- Cons
 - Depending on the number of lanes, roundabouts may shorten the distance pedestrians travel when crossing; however, driver attention may be diverted to negotiating the roundabout with focus on other vehicles, not on pedestrians.
 - The County would like to maintain a 35-mph speed-limit; this may require a large radius and the need to acquire additional property. There is not enough right-of-way available to construct a roundabout that could maintain a 35-mph speed-limit at CSAH 66 and CSAH 3.
- Estimated Cost: \$500,000 to \$1,000,000 per Roundabout. This cost is highly dependent of the size and related property acquisition costs.

- Street Parking Bump-outs



- Pros
 - Parking bump-outs help protect the cars parked on the side of the road and it is a common traffic calming design technique.
 - Bump outs, or refuge islands and peninsulas, create an area that protects the pedestrians and shortens the crossing path length.
- Cons
 - Parking bump outs make it difficult for snow plows to remove snow in the winter.

- These options require additional curb and gutter which then often requires a drainage system or storm sewer adding to the cost of the project.
 - Estimated Cost: \$8,000 to \$10,000 per bump out (not including storm sewer)
 - Parking Wheel Stops to protect walkers on sidewalks and guide drivers to approaches.



- Pros
 - Materials of construction are typically concrete or high-density rubber.
 - Wheel stops would be a physical barrier between the pedestrians on the sidewalk and the traffic maneuvering around the parking lots. It would also help define parking lot exits and aid in preventing drivers from driving off the curb.
 - Cons
 - Wheel stops would complicate snow management in the winter and would have to be picked up and stored for the winter season.
 - Wheel stops may be a trip hazard for pedestrians or create an obstruction for wheel-chair users.
 - Estimated Cost: \$50 per bumper
- Additional 6' or 8' wide sidewalks in various locations



- Pros
 - Walkways would help separate pedestrians and vehicles, allowing people to get from origin to destination safely.
 - Cons
 - Often costly to install and snow removal and maintenance is required. A City snow removal policy should be developed and adopted that identifies who is responsible for snow removal.
 - Estimated Cost: \$9.00/SQ.FT. for Concrete Sidewalk, \$3.50/SQ.FT. for Bituminous Trail

- Crosswalk signage on Centerline of Road

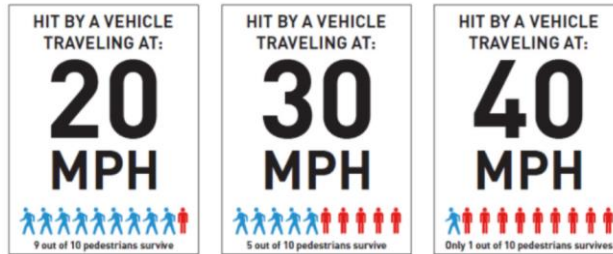


- Pros
 - Enhances crosswalk visibility and driver awareness of the crosswalk and potential presence of pedestrians at that location.
- Cons
 - Must be removed in the winter and stored.
 - Estimated Cost: \$600 per sign
- Updated pedestrian ramps to meet ADA Standards



- Pros
 - This improvement is Federally mandated and improves accessibility for all people.
- Cons
 - Improvements are costly and take a significant amount of time to update all ramps. Improvements are usually completed through project phasing.
 - Each location usually has its own design challenges to overcome.
- Estimated Cost: \$5,000 to \$6,000 per ramp

- Reduce Speed through town to 30mph



- Pros
 - This would help improve the safety of pedestrians and bicyclists.
- Cons
 - The County highway speed of 35 mph is the minimum desired speed for these corridors.
- Estimated Cost: \$65.00/SQ.FT. of signage

Recommended Improvements

Based on the collected data, review of alternatives and extensive public input, a phased approach is proposed. This plan addresses immediate priority needs identified along the County highway corridors followed by pedestrian facility enhancements along secondary City roadway corridors and internal routes completing the connection between parking areas and destinations. The recommended improvements include additional sidewalks and trails and crosswalk enhancements that will improve mobility and safety. Below are the recommended improvements and the locations identified in each proposed project Phase. A project phasing map is provided as part of this study booklet that further illustrates the proposed improvements in each project Phase.

- **Crosslake Pedestrian Mobility Improvement Plan Phase 1 (County Corridors)**
 - Update the existing crosswalks along the CSAH 66 corridor to “Continental” striping type.
 - Construct a concrete sidewalk along the east side of CSAH 66 between CSAH 3 and Swann Drive.
 - Construct a concrete sidewalk near Andy’s Bar & Grill to further define the designated walkway from the parking areas established at that location.
 - Construct a concrete sidewalk along the east side of CSAH 66 between Swann Drive and Lakes Country Crafts and Cones.
 - Construct a crosswalk across CSAH 66 near the Exchange parking lot to assist pedestrians crossing to Lakes Country Crafts and Cones area and other businesses.
 - Construct a crosswalk across CSAH 66 near Edgewater Lane in the Dairy Queen area.
 - Update all pedestrian ramps along the project corridor to meet current ADA standards.
 - Along the north side of CSAH 3 between CSAH 66 and Pioneer Drive, construct a bituminous trail to connect the existing bituminous trail that ends on the east side of Pioneer Drive to CSAH 66. This will help connect Reed’s Market and Ace Hardware to the Cross Lake Recreation Area.
- **Crosslake Pedestrian Mobility Improvement Plan Phase 2 (City/County Corridors)**
 - Re-stripe all crosswalks within the Phase 2 area with standard striping type.
 - Construct a concrete sidewalk from the Town Square east along the south side of Swann Drive to the existing bituminous trail near the intersection with CSAH 3.
 - Construct a concrete sidewalk on the west side of Pioneer Drive that connects CSAH 3 and Swann Drive.
 - Construct a crosswalk across Pioneer Drive between Reed’s Market and Ace Hardware.
 - Acquire right-of-way (or property) and construct bituminous trails between Reeds Market and the Holiday Gas Station to provide pedestrian connectivity between these commercial centers.
 - At all crosswalks along the CSAH 66 corridor, install additional street lighting and centerline crossing signage. At specific crosswalks noted, install push button activated crosswalk signage.

Estimated Cost of Recommended Improvements

The cost estimates provided below are based on a range of improvement costs. If this cost estimate is going to be used for funding purposes, we have included in the cost estimate a 10% Construction Contingency, Estimated Engineering Fees, Legal and administration costs.

CROSSLAKE PEDESTRIAN MOBILITY IMPROVEMENT PLAN PHASE 1 (County Corridors) - TAP YEAR 2024

Item Description	UNIT	UNIT PRICE	EST. QUANTITIY	TOTAL COST
Mobilization	LUMP SUM	\$25,000.00	1	\$25,000.00
Standard Crosswalk Striping	LIN. FT.	\$2.00	900	\$1,800
Continental Crosswalk Striping	SQ.FT.	\$3.50	400	\$1,400
Bike Lane Pavement Messages	SQ.FT.	\$3.50	0	\$0
New ADA Ramps	EACH	\$5,500.00	35	\$192,500
Reconstruct ADA Ramps	EACH	\$5,500.00	13	\$71,500
Reconstruct Driveway Intersections	EACH	\$4,500.00	11	\$49,500
Crosswalk lighting	EACH	\$7,500.00	0	\$0
6' Wide; 4" Concrete Sidewalk	SQ.FT.	\$9.00	13800	\$124,200
8' Wide; 3" Bituminous Sidewalk	SQ.FT.	\$3.50	0	\$0
9' Wide; 3" Bituminous Sidewalk	SQ.FT.	\$3.50	12420	\$43,470
Centerline Signage	EACH	\$600.00	6	\$3,600
Push Button Crosswalk signage	EACH	\$2,500.00	0	\$0
Subtotal				\$512,970
Contingencies (10%)				\$51,297
Engineering (20%)				\$112,853
Right-of-Way (Estimated)				\$50,000
Legal and Other Soft Costs (1.5%)				\$8,464
Administration (1%)				\$5,643
Estimated Total Project Cost				\$741,000

CROSSLAKE PEDESTRIAN MOBILITY IMPROVEMENT PLAN PHASE 2 (City/County Corridors) - TAP YEAR 2025

Item Description	UNIT	UNIT PRICE	EST. QUANTITIY	TOTAL COST
Mobilization	LUMP SUM	\$30,000.00	1	\$30,000.00
Standard Crosswalk Striping	LIN. FT.	\$2.00	100	\$200
Continental Crosswalk Striping	SQ.FT.	\$3.50	48	\$168
Bike Lane Pavement Messages	SQ.FT.	\$3.50	320	\$1,120
New ADA Ramps	EACH	\$5,500.00	17	\$93,500
Reconstruct ADA Ramps	EACH	\$5,500.00	26	\$143,000
Reconstruct Driveway Intersections	EACH	\$4,500.00	3	\$13,500
Crosswalk lighting	EACH	\$7,500.00	10	\$75,000
6' Wide; 4" Concrete Sidewalk	SQ.FT.	\$9.00	15450	\$139,050
8' Wide; 3" Bituminous Sidewalk	SQ.FT.	\$3.50	8400	\$29,400
9' Wide; 3" Bituminous Sidewalk	SQ.FT.	\$3.50	0	\$0
Centerline Signage	EACH	\$600.00	0	\$0
Push Button Crosswalk signage	EACH	\$2,500.00	12	\$30,000
Subtotal				\$554,938
Contingencies (10%)				\$55,494
Engineering (20%)				\$122,086
Right-of-Way (Estimated)				\$60,000
Legal and Other Soft Costs (1.5%)				\$9,156
Administration (1%)				\$6,104
Estimated Total Project Cost				\$810,000

Conclusions

Conclusions

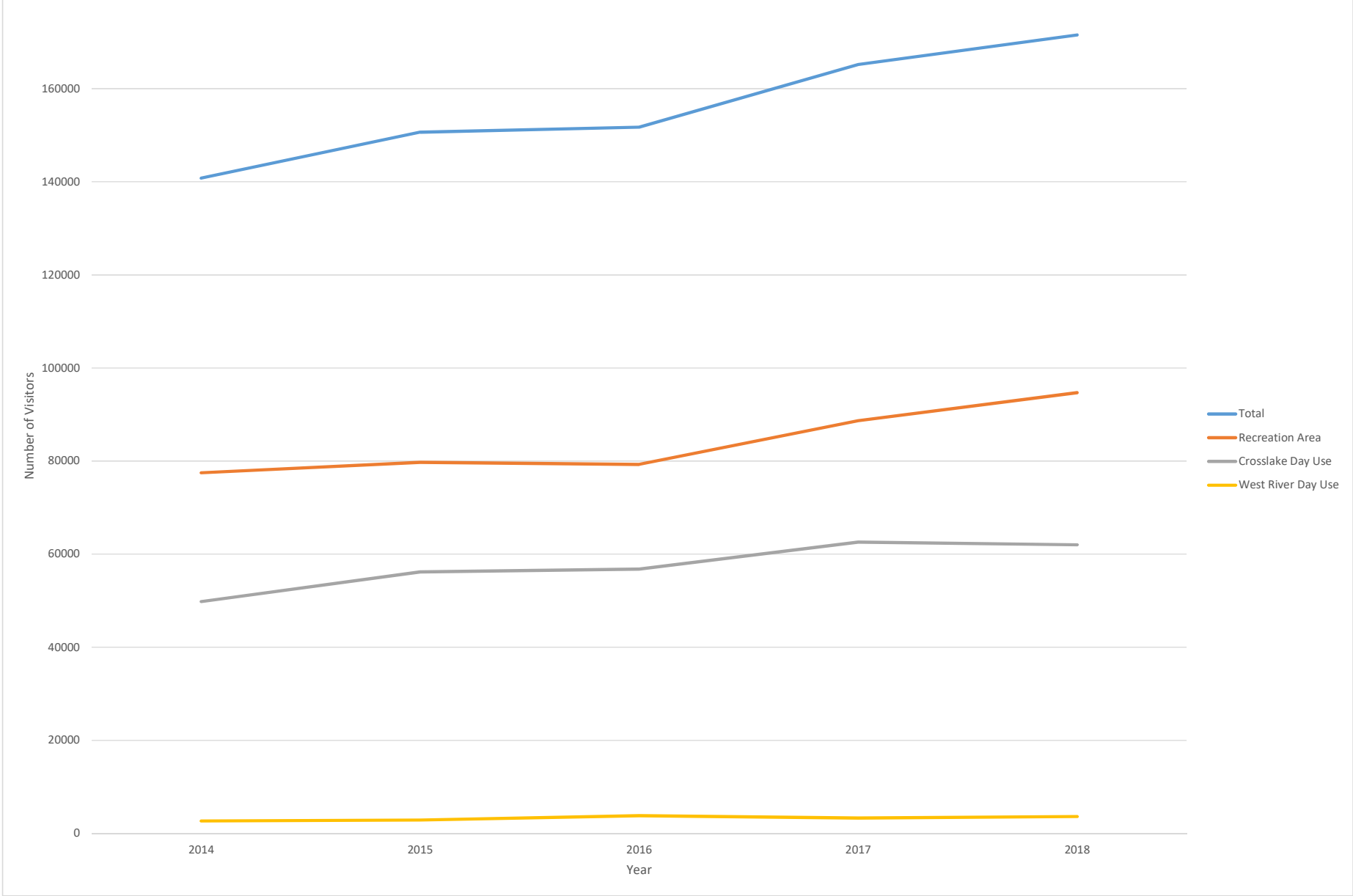
- The visitor and permanent resident population counts continue to increase each year within the study area and are anticipated to be further stimulated with the construction of the National Loon Center.
- Existing parking areas are adequate to serve average summer daily vehicle needs and are currently under-utilized and/or un-connected by walkways.
- Existing pedestrian/bicycle walkways and trails are insufficient for current and projected needs within the study area and gaps exist between existing walks and trail facilities.
- Existing crosswalks are correctly located at areas of high use along County highway corridors and should be enhanced to improve pedestrian safety.
- Additional crosswalks are needed along County corridors at selected areas where high random pedestrian crossing activity has been documented.
- Pedestrian facilities and trails require improvements to meet current ADA standards.
- The pedestrian access improvements recommended will provide direct access to commercial centers, senior housing, Crosslake Community School, Reed's Market, Crosslake Lutheran Church, the National Loon Center and Crosslake Recreation Area.
- Phased improvements have been determined to be an effective plan of action with priority improvements identified in Phase 1.
- The recommended improvements support the initiatives of the following:
 - City of Crosslake Comprehensive Plan
 - Crow Wing County 5-Year Plan
 - Corps of Engineers Recreational and Resource Management Objectives
 - Paul Bunyan Scenic Byway Route Recreational Objectives
 - National Loon Center Foundation Research and Education Objectives
 - Crosslakers Recreation and Connectivity Objectives
 - Crosslake Community School
 - Crosslake Chamber of Commerce

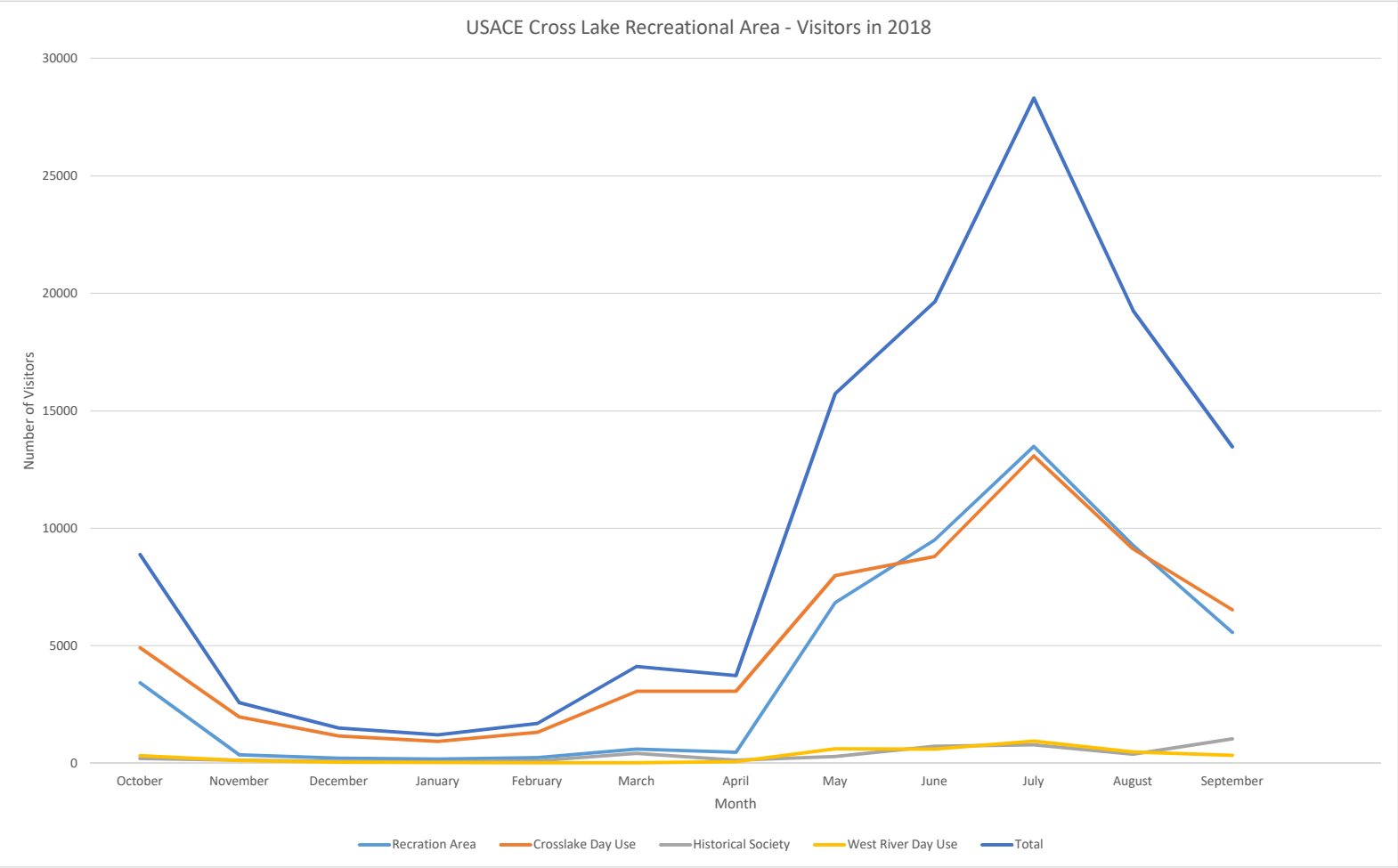
APPENDIX A

Crosslake Recreation Area



USACE Cross Lake Recreational Area - Visitors by Year





APPENDIX B

July 12, 2019

RESULTS BASED ON 23 RESPONSES OF 51 BUSINESSES/PROPERTIES PROVIDED THE SURVEY/QUESTIONNAIRE (45%)

Crosslake Parking/Pedestrian Study

RE: Request for Community Input

On May 13, 2019, the City of Crosslake, Crow Wing County Highway Department, and National Loon Center Foundation (NLCF) initiated a Parking/Pedestrian Study to gather information on current and future parking and pedestrian needs between the Crosslake Dam Bridge and Echo Drive along CSAH 3/66. The study area also includes right of ways and properties within the Downtown Commercial (DC) District accessed by Swann Drive and Pioneer Drive. Interest has been expressed to expand the study area to the Daggett Channel Bridge along the CSAH 66 corridor. Your input and perspective as business and property owners within the study area will help the committee develop a long-range plan for future infrastructure improvements. Improvements may include additional parking area development, sidewalks and trails, enhancement of pedestrian crossings and traffic controls. Please take a moment to help this effort by providing your input.

An Open House meeting is tentatively scheduled for July 25th at 6:00PM at City Hall. Please watch for official notice of this meeting to be posted at City Hall and on the City's web page. The purpose of the Open House is to discuss objectives of the study, review the information that has been gathered to date, discuss potential future improvements that may be beneficial, and receive input from all interested persons. Hopefully you will be able to attend the Open House; if not, this brief survey is an additional way you can provide input.

- Please indicate the property use(s) that best describe your business, organization, and/or household:

○ Retail	<u>12</u>
○ Office	<u>3</u>
○ Service	<u>5</u>
○ Dining/Bar	<u>1</u>
○ Hotel/Motel	<u>1</u>
○ Gas Station	<u> </u>
○ Grocery	<u> </u>
○ Worship	<u> </u>
○ School	<u>1</u>
○ Residential	<u> </u>

- Excluding major community events, such as the St. Patrick's Day Celebration, what percentage of the parking spaces available for your business/organization are occupied during regular business periods during the following seasons?

○ Spring (Mar-May)	<u>5</u> %
○ Summer (Jun-Aug)	<u>13</u> %
○ Fall (Sept-Nov)	<u>3</u> %
○ Winter (Dec-Feb)	<u>2</u> %

- Do you feel you currently have adequate parking for employees and patrons during regular business hours during the peak seasonal period identified above?
YES – 16; NO - 7
- Do you perceive that current parking that is available to your business is sufficient to meet your needs, or does it impede the true potential of your business? **SUFFICIENT – 16; NOT SUFFICIENT- 7**
- Is any of the parking on your property reserved or leased to other businesses or tenants? **YES – 1; NO - 22**
- Do you lease parking spaces from another business or property owner? **YES – 0; NO - 23**
- What is your perception of the adequacy of number of handicapped parking spaces that are currently available? **ADEQUATE – 22; NOT ADEQUATE -1**
- Do you currently rely upon parking spaces that are not within your property boundary to accommodate your employees or patrons

- such as public street parking or other public off-site parking areas? **YES – 9; NO - 14**
- What percent of your patrons/clientele do you perceive:
 - Arrive by car and park on your property **90-100% 17**
 - Arrive by car and park at a location off your property, then walk to your business **10-100% 6**
 - What is your perception of the adequacy of current pedestrian ways (sidewalks and trails)? **ADEQUATE – 4; NOT - 19**
 - What benefit, if any, would additional pedestrian ways (sidewalks, trails, crosswalk locations) provide for your business/property? **WILL BENEFIT – 19; NO BENEFIT - 4**
 - Are additional public parking areas (on-street or on public properties) needed? **YES – 17; NO – 6**
 - What is your perception of the safety and effectiveness of existing pedestrian crossing locations of CSAH 3 and CSAH 66? Of Swann Drive and Pioneer Drive? **ADEQUATE – 3; NOT ADEQUATE – 20**
 - What benefit, if any, would additional street lighting have? **WILL BENEFIT – 12 NO BENEFIT – 7 UNDECIDED - 4**
 - What is your overall perception of traffic volumes and congestion (vehicle, pedestrian, bicycle) within the study area over the past 10 years? **_0_ Declining; _5_ Staying the Same; _18_ Increasing**
 - What is your opinion on the cost/benefit of enhancing existing infrastructure for bicyclists, pedestrians, snowmobiling, ATV/OHV, or other modes of transportation? **BENEFIT IS WORTH THE COST - 15 BENEFIT DEPENDS ON THE COST - 1 NO BENEFIT FOR THE COST - 4**

Please provide any additional comments or input that you feel would be helpful and should be considered by the committee:

- SIDEWALKS ARE NEEDED ON BOTH SIDES OF CSAH 66 (BIKES ON WEST; PEDS ON EAST)
- I CANNOT OFFER ANY PARKING TO ANYONE
- WE NEED MORE CROSSWALKS
- PROHIBIT ATVS/OHVS IN THE SUMMER
- ON-STREET PARKING NEAR THE LUTHERAN CHURCH IS A MAJOR SAFETY CONCERN
- VEHICLES DO NOT STOP FOR PEDESTRIANS AT THE CROSSWALKS
- THE NUMBER OF CUSTOMERS IS INCREASING
- WE NEED CONNECTIVITY OF TRAILS AND WALKWAYS
- A ROUNDABOUT IS NEEDED AT MAJOR INTERSECTIONS
- CITY SHOULD PURCHASE THE EXCHANGE LOT
- CITY NEEDS A TROLLEY
- A FOOT BRIDGE OVER CSAH 3 IS NEEDED
- BUILD PARKING BEHIND ANDY'S
- WE NEED FUNDING FOR THE IMPROVEMENTS, NOT MORE TAX BURDEN ON BUSINESSES
- STOP LIGHTS AT CSAH 3/66 ARE NEEDED
- ANY FUTURE DEVELOPMENT SHOULD PROVIDE THEIR OWN PARKING
- A PEDESTRIAN WAY IS NEEDED FROM ANDY'S TO ACE HARDWARE
- TRAFFIC SPEEDS ARE TOO HIGH BETWEEN THE GOLF COURSE AND INTERSECTION OF 3/66
- SLOW TRAFFIC DOWN

APPENDIX C

AGENDA

Crosslake Parking/Pedestrian Study

July 25th, 2019 | 6:00pm | Crosslake City Hall

Dave Reese, Grant Kosobud, and Emma Young



ITEM

- i. Study Area
- ii. Objectives
- iii. Data Collected
 - a. Spack data
 - b. WSN observations
 - c. Drone data
 - d. Survey data
 - e. USACE visitor data
- iv. Public Input
- v. Thank You

Crosslake Parking/Pedestrian Study

Open House Meeting

July 25th, 2019

Pat Netko (Lake Country Crafts and Cones)

- Crosswalk in between intersections
- Sidewalks on the east side of 66 for bikes and peds
- Road/path directly behind the businesses starting at Andy's extending to north bridge
- Bright painted crosswalks
- More connected trails

Dr. Bruce Cunningham

- Supports bike friendly options stated before
- Need more sweeping of major roadways (3 and 66)
- Supports ATV/OHV traffic in town – stimulates economy

Cindy (Chamber)

- Brightly painted, more visible crosswalks
- Especially concerned about dangers of the intersection of 3 and 66 for pedestrian and bike traffic
- More connected trails
- Concerned about the current unsafe bike/ped paths

Jeff McGrath (Northland Pet Lodge)

- More connected trails
- Concerned about the current unsafe bike/ped paths
- Send another survey out to residents - suggested online method

Unknown

- Concerned about on street parking, especially up by the Bourbon Room
- More connected trails in/out of town

Mike Stone (Golf Course and Whistling Wolf Mini Golf)

- Concerned about on street parking, especially by the church and north
- Crosswalks in between intersections (up by Mini Golf and Crafts and Cones)
- More connected bike/ped trails

APPENDIX D

#onaroll

Community Update

Thursday, August 15th 5:30-7 pm

WELCOME - Pat

Pat will give reports on the following:

Audubon MN Bird City

Comprehensive Plan (Patty Norgaard pattynorgaard@crosslake.net)

Dog Park (Pam & Peter Graves pjgraves@gmail.com)

Historical Society (new welcome building)

Crosslake Community School (Todd Lycio tlyscio@crosslakekids.com)

Crosslake Cares (John Bruder)

- **Connectivity** - Pat Netko -
 - Flowers - planters on bridge
 - Thanks to Sam Shirey
 - Uniform Signage around town - vertical banners
 - Wayfinding signs
- **Mayor Dave Nevin Report State of the City**
- **Traffic Study** – Dave Reece (Widseth, Smith & Nolting)
- **Water Quality** – Jeff Laurel
- **Housing** – John Andrews, Mike O'Connell, Jeff
- **Loon Center** – Leah Heggerston
- **Greater Crosslake Area Foundation** - Mike Schwieters
- **Train Museum** – John Grothe Tour 7-8

SUMMARY (END)

Keeping you up to date:

Northland Press and Echo Journal Newspapers, Crosslaker's Facebook
www.crosslakers.com website

Annual Community meetings — this is 4th

How to get involved:

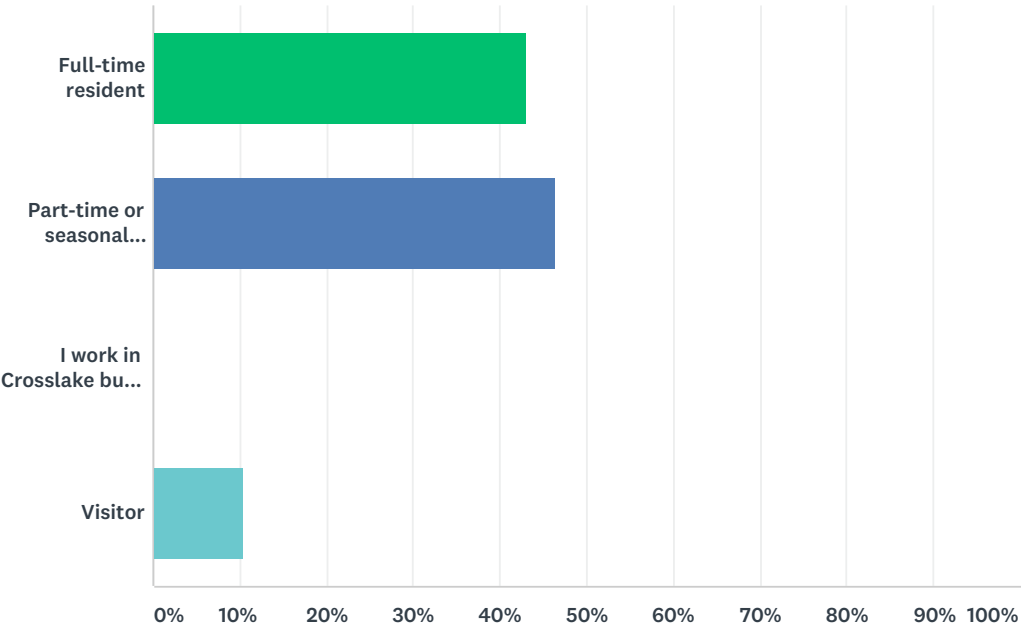
Join us on the 1st Monday of each month at 7:45 am at Crosslake Communications

Crosslakers are all Volunteers — and everyone is welcome to Climb Aboard! No staff — No payroll — No set hours - BUT Lots of Perks! — Community Pride and playing a roll in Charting the Course for Crosslake's Future ALL while meeting new friends and neighbors!

APPENDIX E

Q1 Describe your connection to Crosslake.

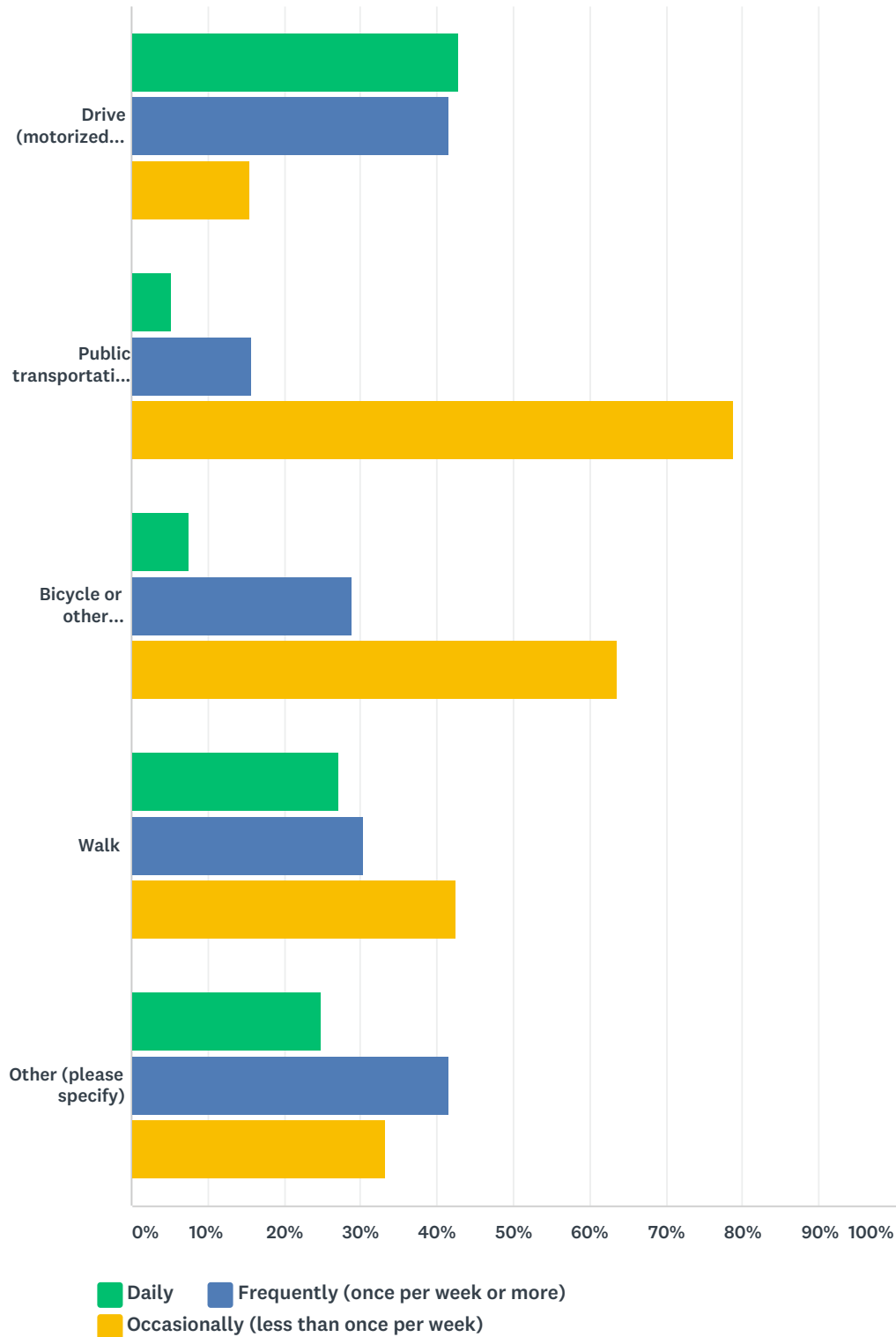
Answered: 86 Skipped: 0



ANSWER CHOICES	RESPONSES	
Full-time resident	43.02%	37
Part-time or seasonal resident	46.51%	40
I work in Crosslake but live elsewhere	0.00%	0
Visitor	10.47%	9
TOTAL		86

Q2 How do you get around Crosslake? CHECK ALL THAT APPLY

Answered: 86 Skipped: 0

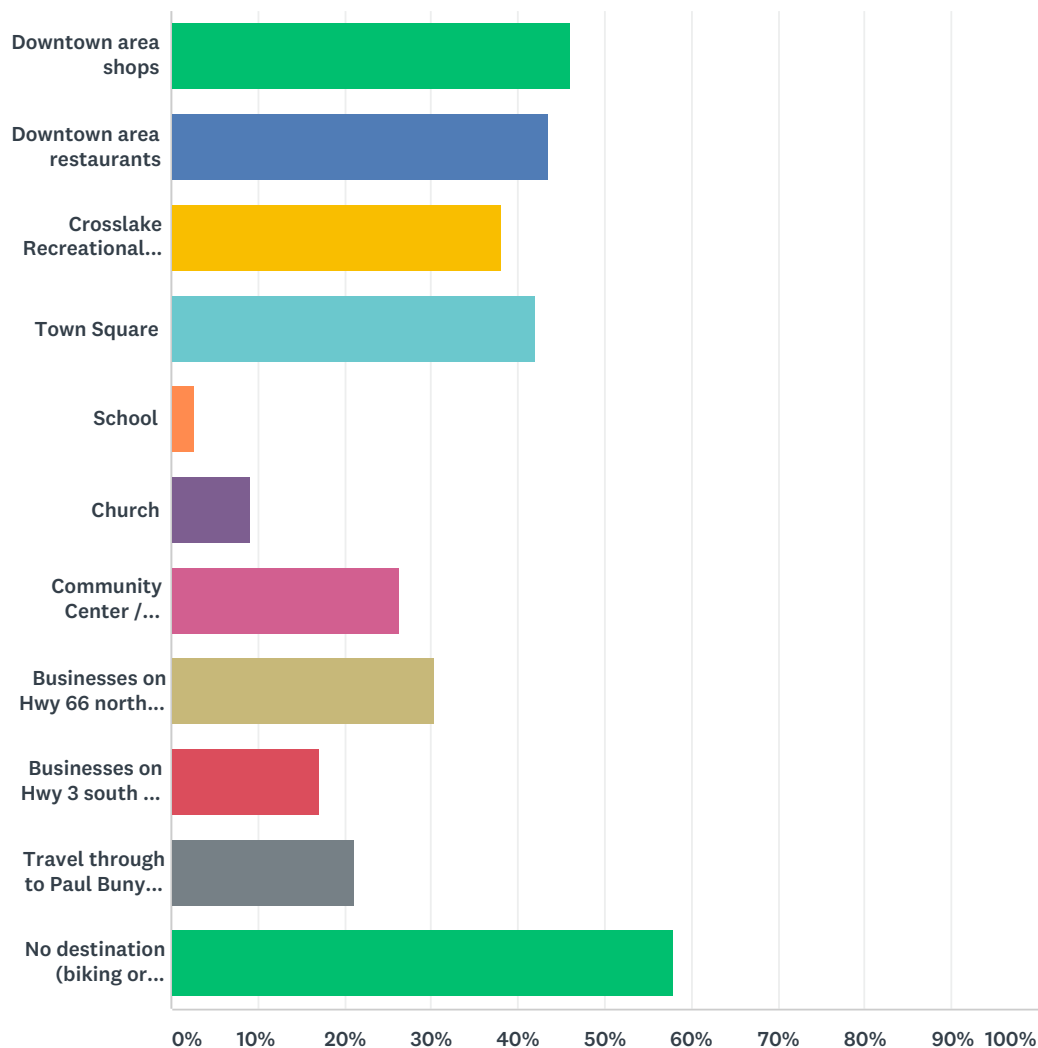


	DAILY	FREQUENTLY (ONCE PER WEEK OR MORE)	OCCASIONALLY (LESS THAN ONCE PER WEEK)	TOTAL RESPONDENTS
--	-------	------------------------------------	--	-------------------

Drive (motorized vehicle)	42.86% 36	41.67% 35	15.48% 13	84
Public transportation or ride with others	5.26% 2	15.79% 6	78.95% 30	38
Bicycle or other non-motorized vehicle	7.58% 5	28.79% 19	63.64% 42	66
Walk	27.27% 18	30.30% 20	42.42% 28	66
Other (please specify)	25.00% 3	41.67% 5	33.33% 4	12

Q3 For those who walk or bike at least occasionally, where do you go when you are walking or bicycling? CHECK ALL THAT APPLY

Answered: 76 Skipped: 10

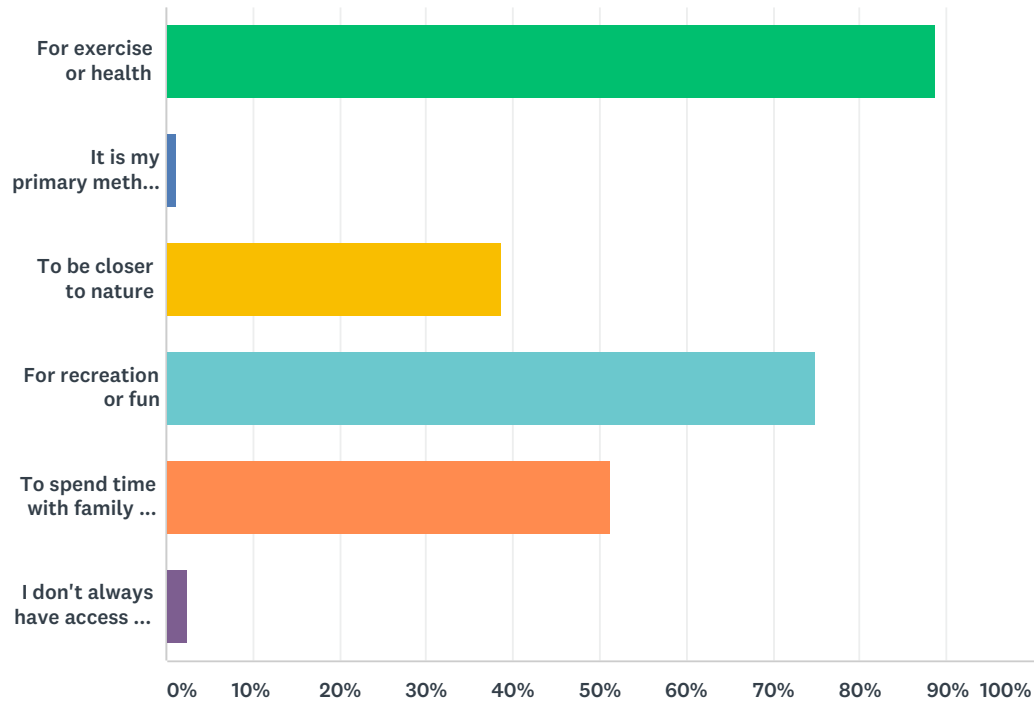


ANSWER CHOICES	RESPONSES	
Downtown area shops	46.05%	35
Downtown area restaurants	43.42%	33
Crosslake Recreational Area (swimming beach, dam, etc.)	38.16%	29
Town Square	42.11%	32
School	2.63%	2
Church	9.21%	7
Community Center / Library	26.32%	20
Businesses on Hwy 66 north of Crosslake Recreation Area	30.26%	23
Businesses on Hwy 3 south of Crosslake Recreation Area	17.11%	13

Travel through to Paul Bunyan State Trail or other biking/walking destinations	21.05%	16
No destination (biking or walking for recreation, exercise, etc.)	57.89%	44
Total Respondents: 76		

Q4 Why do you walk or bicycle? CHECK ALL THAT APPLY

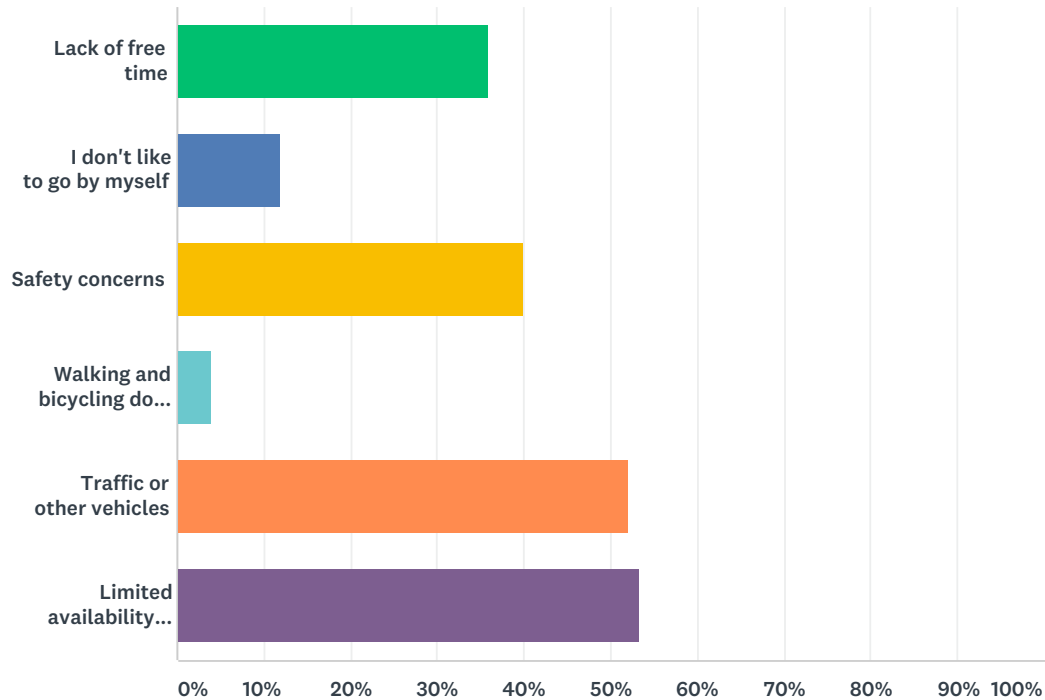
Answered: 80 Skipped: 6



ANSWER CHOICES	RESPONSES	
For exercise or health	88.75%	71
It is my primary method of transportation	1.25%	1
To be closer to nature	38.75%	31
For recreation or fun	75.00%	60
To spend time with family or friends	51.25%	41
I don't always have access to a motor vehicle	2.50%	2
Total Respondents: 80		

Q5 What prevents you from walking or bicycling more often, or at all?
CHECK ALL THAT APPLY

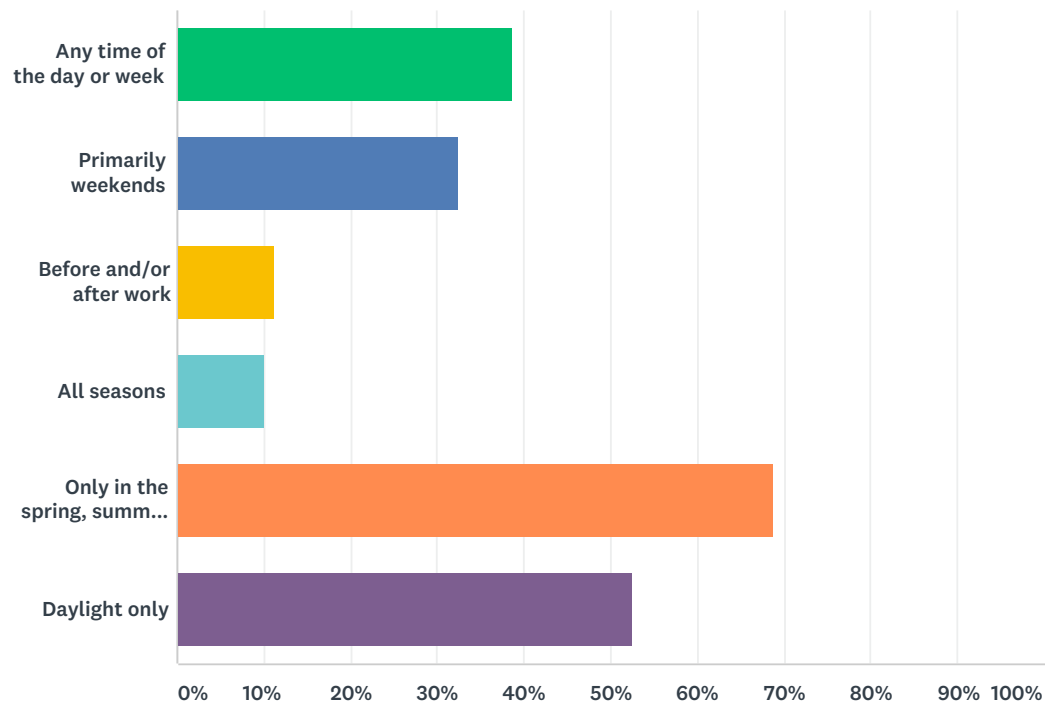
Answered: 75 Skipped: 11



ANSWER CHOICES	RESPONSES	
Lack of free time	36.00%	27
I don't like to go by myself	12.00%	9
Safety concerns	40.00%	30
Walking and bicycling do not appeal to me	4.00%	3
Traffic or other vehicles	52.00%	39
Limited availability of trails, sidewalks, bike lanes, etc.	53.33%	40
Total Respondents: 75		

Q6 When do you walk or bicycle? CHECK ALL THAT APPLY

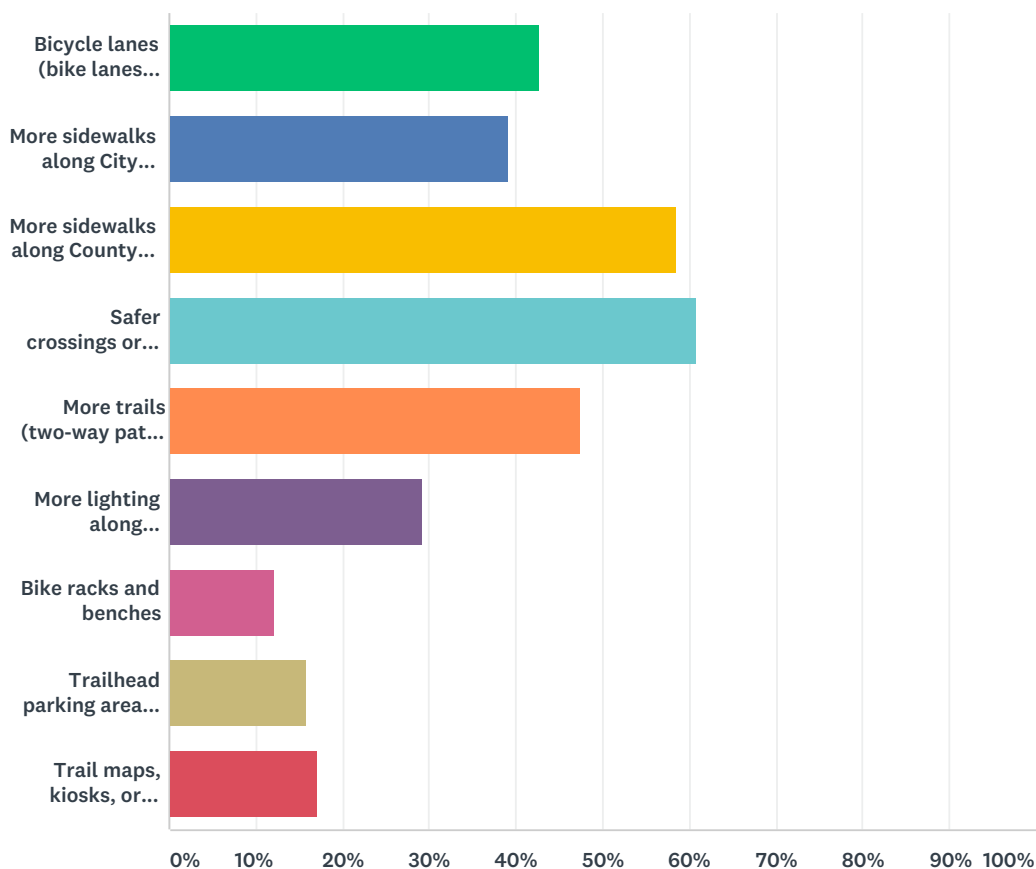
Answered: 80 Skipped: 6



ANSWER CHOICES	RESPONSES	
Any time of the day or week	38.75%	31
Primarily weekends	32.50%	26
Before and/or after work	11.25%	9
All seasons	10.00%	8
Only in the spring, summer, or fall when the weather is nice	68.75%	55
Daylight only	52.50%	42
Total Respondents: 80		

Q7 In general, what types of improvements would you like to see made in the study area of Crosslake? CHECK ALL THAT APPLY

Answered: 82 Skipped: 4



ANSWER CHOICES	RESPONSES	
Bicycle lanes (bike lanes dedicated for bicycles next to motor vehicle lanes)	42.68%	35
More sidewalks along City streets	39.02%	32
More sidewalks along County highways	58.54%	48
Safer crossings or crosswalks across busy roads	60.98%	50
More trails (two-way paths for non-motorized uses)	47.56%	39
More lighting along sidewalks, crosswalks, and trails	29.27%	24
Bike racks and benches	12.20%	10
Trailhead parking areas (Park and Bike/Walk)	15.85%	13
Trail maps, kiosks, or points of interest	17.07%	14
Total Respondents: 82		

Q8 What are your highest priorities for walking and bicycling improvements? Please specify. You may name specific intersections that need safer crossings, road segments where you would like a sidewalk, trail, or bicycle lane, etc.

Answered: 46 Skipped: 40

#	RESPONSES	DATE
1	Harbor Lane. Ideal township was ready to work with Crosslake on this but Crosslake drug their feet on this	10/7/2019 12:03 PM
2	#66 is the only path to get from the North to the South side of Crosslake. Better Crosswalks that are lighted and marked would be helpful as you need to cross #66 several times to reach the east or west side of the road. A path on the East side would be nice. Also, a connected loop taking you away from the businesses would nice.	10/5/2019 2:22 PM
3	There is no safe way to get from Manhattan beach to town square. A bike lane is needed. Sidewalk would be a bonus. I would love to be able to ride my mountain bike along Hwy 16 without being concerned for my safety die to 4-wheelers.	9/28/2019 9:29 PM
4	Having crosswalks that someone can push a button and yellow lights flash to alert cars there is a pedestrian wanting to cross. When there are cars parked along both sides of the road you cannot are a pedestrian waiting to cross and most cars won't stop anyways. @ Daggett Pine Rd, @ Crafts and Cones are two major problem areas.	9/28/2019 6:13 PM
5	crossing the main road to get to cafe, entertainment, and hotels is very dangerous , vehicles do not obey or slow down for bikers or walkers. I can't understand why police do not ticket or stop the vehicles, it is the law. I seen families almost run over by auto driving over the speed limit, it just a matter of time before someone will be killed. Recently, a man was yelling at car to stop, they just kept going. (Drivers know they will not be ticketed in Crosslake. Other cities enforce the law and have put sign which say it is the law to stop in intersections.	9/27/2019 8:06 PM
6	Walking safety	9/27/2019 5:36 PM
7	Hwy 3 heading into town is the most uncomfortable part of the ride just because of the traffic and speed, but necessary where we live. It would be great to have a trail to avoid riding on the highway.	9/27/2019 7:25 AM
8	Enforce no passing in right lane of highway. Fix shoulders on hey 66 north of hey 16. Surface is broken and tremendously bad for road bikes. New path along Manhattan point blvd is extremely trashy with tree litter most of time, more frequent sweeping?	9/27/2019 3:56 AM
9	I will bike or blade into town on 3, I would love to have my kiddos bike or blade with. They normally drive in with my husband because we just do not feel it is a safe enough for the kids.	9/26/2019 10:17 PM
10	Cty 66 and Cty3	9/26/2019 9:44 PM
11	Get the bicyclists off the roads	9/26/2019 9:15 PM
12	3&66 area Maucieris to downtown walking and bike path.	9/26/2019 8:37 PM
13	Highway 16 seems so dangerous for biking. I wish if a biker or pedestrian is present the speed could be 30 mph.	9/26/2019 8:27 PM
14	More trails like crosby has.	9/26/2019 8:20 PM
15	Campgrounds crossing. Under road?	9/26/2019 7:55 PM
16	See above	9/26/2019 6:35 PM
17	No bikes on sidewalks	9/26/2019 6:25 PM
18	Same as above	9/26/2019 5:38 PM
19	Intersection at the campground and Andy's corner NEEDS a traffic light. I go out of my way in the busy months and weekends to avoid that corner. It could operate as a flashing red during the slower months. Would love a network of connecting bike/walking trails. Could start by having a dedicated trail from the trail end on 103 going through town connecting to the other end on West Shore Dr	9/26/2019 5:30 PM
20	More paths or trails off the main roads. There are too many distracted drivers to walk on the highway. I would love to walk into Crosslake but I can't get there.	9/26/2019 4:37 PM
21	Dedicated walking and biking trails. Too many cars on existing roads make sharing road too dangerous.	9/26/2019 4:18 PM
22	bike racks	9/26/2019 3:12 PM
23	Bike trail that goes around Crosslake. Bike lane on County road 16	9/26/2019 1:57 PM

24	Area by Moonlight Square and moonlight bar	9/26/2019 1:08 PM
25	66/3, Ice cream shop on 66	9/26/2019 12:56 PM
26	Love to bike around Cross Lake (the lake itself) considering that route, some sections are more dicey/close to higher speed traffic than others. Some south of town/dam, some near Wharf to Moonlight, some parts around 103 south of the lake. Great route and very pretty. Good to promote that for others.	9/26/2019 12:36 PM
27	Co rd 3 south side, extend sidewalks and lower speed limit. Far too many accidents from riverside to the Vets Club	9/26/2019 12:34 PM
28	Being able to cross busy hwys. At designated crosswalks.	9/26/2019 12:33 PM
29	Both crosswalks by campground. This summer I saw a very close call on crosswalk from campground to school. Should be a large yellow pedestrian sign on campground side, not only in middle of road.	9/26/2019 12:23 PM
30	from the capground entrance to Swann drive, many driveways from businesses onto 66, with a crosswalk on each end currently is dangerous on weekends.	9/26/2019 12:12 PM
31	The intersection by the entrance to the campground is very busy on weekends, and dangerous for bike riders, pedestrians, as well as drivers. Coming from Reeds and trying to make a left to go South on 66 is difficult on weekends.	9/26/2019 12:06 PM
32	I would like to see bike trails added to the different highways that come into Crosslake as many of us live on a variety of lakes and bike/walk/run alongside highway speeds of cars on the shoulder of the road and it seems to get "tight" sometimes during busy summer weekends.	9/26/2019 12:04 PM
33	A specific bike trail on Hwy 16 to the Paul Bunyan trail (Hwy 16/371) intersection. Using the shoulder on Hwy 16 scares me and is even scarier with young children biking along.	9/26/2019 11:59 AM
34	Sidewalk trail on 103 from Westshore to 3.	9/26/2019 11:58 AM
35	Please consider the shoulders of the roads. While we take our Holiday Coffee break when we ride around the lake. We get to observe the cross walk with signs stating pedestrians have the right of way. We see 80% of non-compliance. It is unbelievable we have seen many, many times a car will stop but the car behind them swings around them, it is a miracle someone hasn't been hit.	9/26/2019 11:58 AM
36	Love to see a 3 way stop by the campground from May-Oct	9/26/2019 11:58 AM
37	As a resident, I see cars speed through every crosswalk along 66 every day. To make it safer for bikers/walkers, I think we need more noticeable crosswalk signs. Also, there are several cars that illegally pass on the right shoulder all through town. I wish our police could patrol the main areas more in the summer, when all of the out of towners are here.	9/26/2019 11:50 AM
38	A crosswalk somewhere near the north side of the daggett by the old bait box.	9/26/2019 11:48 AM
39	Safety	9/26/2019 11:48 AM
40	Lighted paths PLEASE	9/26/2019 11:38 AM
41	County roads! Co rd 1 all the way to moonlite doesn't have much of a shoulder.	9/26/2019 11:31 AM
42	You need to make the intersection at Andy's and the cam camp ground more safe. Someone is going to get killed. It's way too busy with people walking and biking. It's so dangerous!!! 4 way stop, stop light, round about. Does it take someone to get killed to make a change?	9/26/2019 11:24 AM
43	Crossing County Road 3 is treacherous from the campground to the business district. The existing Crosswalks are poorly painted. The crosswalk across 5 lanes of traffic at the corner of Andys/Campground/Chamber is dangerous. Lots of pedestrians at Lake Country Crafts and Cones. A sidewalk on the east side of County Road 3 would be helpful.	9/26/2019 11:21 AM
44	Bike lanes very important.. I live off of Cty 103 which has basically no shoulder at all to bike on..	9/26/2019 11:17 AM
45	Safer crossings, sidewalks and accessibility for all	9/26/2019 10:53 AM
46	YEAR ROUND AVAILABILITY	9/26/2019 8:53 AM

Q9 If you support walking or bicycling improvements, why do you support them? If you don't support improvements, why not? Please provide answers to these questions and any other comments about walking and bicycling in Crosslake.

Answered: 44 Skipped: 42

#	RESPONSES	DATE
1	I think roads and trails are sufficient right now.	10/9/2019 8:22 AM
2	I support it because people need to exercise for health reasons and enjoy the outdoors without having to worry about being struck by a car which has happened	10/7/2019 12:03 PM
3	Great exercise and a draw for visitors to our city.	10/5/2019 2:22 PM
4	I support them	9/28/2019 9:29 PM
5	Crosslake is a recreational tourist destination. People want to be outside. Provide them a safe place to walk and bike so they can enjoy time with their families outdoors. Create more trail connections to other neighborhoods and communities too.	9/28/2019 6:13 PM
6	Live there seasonally and supports a healthy lifestyle. Builds more appeal for the area	9/28/2019 10:29 AM
7	100% support. Crosslake is a tourist city and has grown a lot, I expect family to be and feel safe , right now it is not. Crosslake should be held reliable, if an accident happens.	9/27/2019 8:06 PM
8	Hard to bike safely with parked cars in the way	9/27/2019 5:36 PM
9	I support them because it improves quality of life in the community, both in use and perception. I want to live somewhere that values open spaces, active lifestyle, and not just speeding around by car because there is no alternative.	9/27/2019 7:25 AM
10	Frequent user of paths and right lane for biking.	9/27/2019 3:56 AM
11	I would support a safer route into town for the kids (7+ , obviously with an adult) in the community.	9/26/2019 10:17 PM
12	Safety, and for drivers as well	9/26/2019 9:44 PM
13	Because when I am driving a car in town or on county roads, bicyclists are in the way	9/26/2019 9:15 PM
14	Support them. Unsafe to bike or walk shoulders with traffic and especially ATV , side by side vehicles traveling these roads	9/26/2019 8:37 PM
15	I feel conflicted because West Shore bike path is so beautiful and conflicted and if the trail goes all the way around it will be congested. I would love if 16 was safer though so we could bike into town.	9/26/2019 8:27 PM
16	I support them because right now, my wife refuses to walk along Route 66 and risk her life, in order to get to the sidewalk /trail. giving Anchor Point and Manhattan point access to town is a no brainer. right now, 98% of us drive the short distance into town, simply to stay safe.	9/26/2019 6:35 PM
17	Safety	9/26/2019 6:25 PM
18	This lake area is great, but there is more that just boating and fishing. I feel it would be an attractive addition to our community both in the form of safety and recreation. I would love to ride my bike into town square to patronize local businesses or be able to ride completely around Crosslake safely.	9/26/2019 5:30 PM
19	PLEASE help connect surrounding areas. We are out highway 16 on ABC Drive and have no access to the city or the trails on West Shore Drive unless we walk on highway 16, which is very dangerous. We need to connect surrounding streets to the city too or people cannot walk into the city. A path along 16 would be great. I'm pretty disappointed in our walking options.	9/26/2019 4:37 PM
20	I support improvements if it makes sense. It's a bonus if fed/state funds kicks in.	9/26/2019 4:18 PM
21	Investment into eco-tourism seems to be a major driver of rebirth of local communities. Wise use of resources that doesn't harm the environment seems like a win-win.	9/26/2019 3:12 PM
22	I think biking is the best way to explore and learn a town.	9/26/2019 1:08 PM
23	It's very dangerous at this time. Something needs to change.	9/26/2019 12:53 PM
24	As Crosslake continues to grow, we see more bike and pedestrian traffic especially in an around downtown and surrounding areas. Great to plan now for safety.	9/26/2019 12:36 PM
25	Support—exercise, fun, activity with friends	9/26/2019 12:33 PM
26	I think the city should have a public vote on this. I would think the people of Crosslake will have to pay for the improvements with taxes. Not saying that it wouldn't be nice for the city but don't ram it through with out a vote of the people. I'm just a visitor once a year. My opinion.	9/26/2019 12:33 PM

27	There are so many people visiting the area in the summer that have no concern for traffic. More improvements mean more taxes and all these improvements don't help the residents who live here, it's mostly weekenders.	9/26/2019 12:28 PM
28	Safety	9/26/2019 12:23 PM
29	The promotion is exercise and less vehicle traffic is important to me. I would like to see improvements for safety and think it will attract more people to use their bicycles.	9/26/2019 12:06 PM
30	I support additional sidewalks and trails as it encourages more individuals to use them from the campground to summer visitors and weekend families.	9/26/2019 12:04 PM
31	Exercise is great! Perfect hobby to share with family n friends! The nature in Crosslake is beautiful!	9/26/2019 11:59 AM
32	Safety and with more improvements there would be more use.	9/26/2019 11:58 AM
33	In the past few years we have seen a huge increase of bikers & walkers. Love to see this and encourage it. But I would also like to see posted around town rules for walkers & bikers. Just bullet points are needed. Walk against traffic... Bike with traffic, single file Bikes announce on your left or right when overtaking walkers or bikes Things like this	9/26/2019 11:58 AM
34	I support improvements for safety reasons. Somebody is going to get hit crossing the road by the campground. Vehicles go way too fast and a lot of them don't bother stopping.	9/26/2019 11:58 AM
35	I think any improvements to help get people and children outside and enjoying the outdoors is a positive!	9/26/2019 11:48 AM
36	Safety, less traffic	9/26/2019 11:48 AM
37	Great addition to your area for recreational opportunities	9/26/2019 11:38 AM
38	I would like those to bicycle to use the paved sidewalks and not be in the road.	9/26/2019 11:37 AM
39	Due to health reasons, I am unable to bicycle or do much walking. But I love this area and like to see any and all improvements that promote healthy recreational activities and opportunities to keep Crosslake a top notch hot spot for any and all visitors, summer folk, and fishermen, bicyclists, hunters, snowmobilers, birdwatchers, etc. Its great to promote and provide safe spaces for people to enjoy the beauty of Crosslake and all it has to offer in the healthiest mode of transportation....walking and biking!	9/26/2019 11:28 AM
40	It's not safe. The bikers do not follow the crosswalk they just go across the street not looking for vehicles expecting vehicles to slam on thier brakes.	9/26/2019 11:24 AM
41	I totally support walking and bicycle improvements. With a 120+ site US Army Crop Campground located along County Road 3, it's necessary to get the campers in to the business district safely!	9/26/2019 11:21 AM
42	Primarily for exercise... I want to live a while..	9/26/2019 11:17 AM
43	Town needs to have a central parking spot with access to business and attractions	9/26/2019 10:53 AM
44	I THINK WHAT WE HAVE IS ADEQUATE	9/26/2019 8:53 AM

G.I.C.

MEMO TO: City Council

FROM: Public Works Commission

DATE: December 5, 2019

SUBJECT: Recommendations for Moonlite Sewer Extension Assessments and Hookups

At its meeting of December 2, 2019, the Public Works Commission discussed the mock assessments and hookup requirements for extension of municipal sewer from City Hall to CSAH 16.

The Public Works Commission is recommending that the Council consider changing the sewer assessment amount for residential properties to \$7,000, for both lake or off lake properties. The current assessment process being discussed is \$7,500 for residents on the lake and \$6,500 for residents not on the lake. The reasoning behind this recommendation is to avoid the need to justify why the sewer assessment benefit was different for on or off lake property.

The Public Works Commission is recommending that the Council consider adopting a 10-year sewer connection ordinance which ties connection timing to the age of a resident's septic system. It would require connection to city sewer in the year the sewer system is extended in front of the resident's property if the resident's system was 10 years or older. If 5 years old, the resident would have 5 years to connect, 4 years old, 6 years to connect, etc. Those residents opting to wait on connection would be required to pay for an immediate inspection of their septic system to advise the city the system is functioning properly. In addition, a similar inspection would be required every 3 years thereafter as long as they are not connected to city sewer. Additionally, the monthly sewer use fees would be paid by the residents from the time the connection is made available by the sewer extension project, even though they opt not to connect, and the connection fee they would be required to pay would be the fee at time of future connection.

G.2.a.

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

TO: Crosslake City Council
FROM: TJ Graumann – Director of Parks, Recreation & Library
DATE: December 5th, 2019

1. Cabinet Unit Heater

The cabinet unit heater located in the foyer of the Community Center is not currently in working order. Over the years this heater has been worked on several times including replacement of the motor. Throughout the winter months this heater keeps cold air from reaching the reception/lobby portion of the building. Rather than putting more money into the facility's original cabinet unit heater, it seems the best option is to install a new heater. Funding for a new heater would come from the Park and Recreation General Budget. After receiving two proposals, one from Holden Electric and the other from Mikes Electric, Park Staff has made the following request.

The Parks and Recreation Department is requesting permission from City Council to have Mikes Electric supply and install a new cabinet unit heater. Since Mike has been busy and out of the office, he was not able to type up a proposal. Therefore, he verbally committed not to exceed \$3,600.00.

G.3.a.

MEMO TO: City Council

FROM: Jon Kolstad

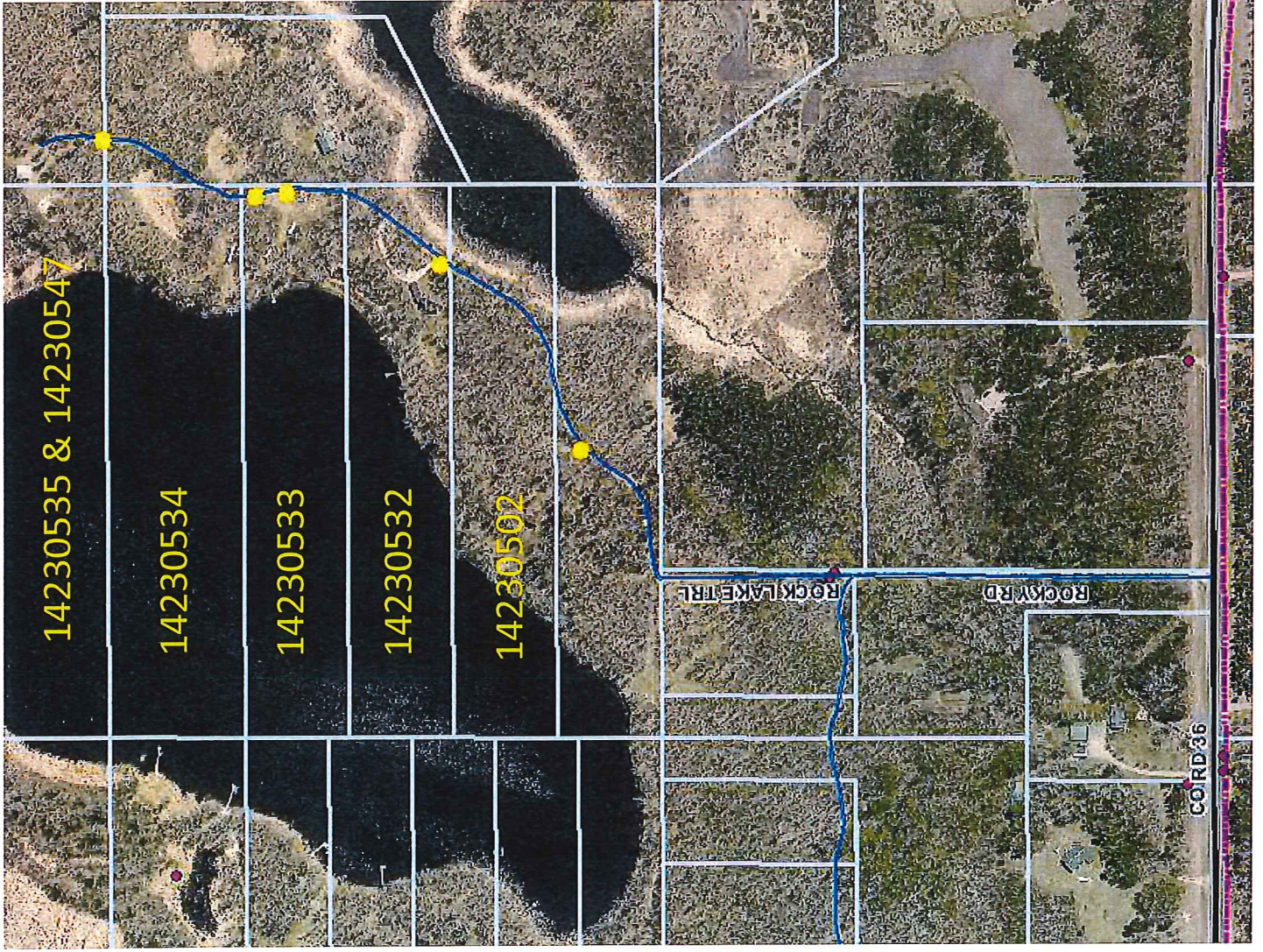
DATE: December 3, 2019

SUBJECT: Ordinance Amendment Naming a Private Road as Rock Lake Trail and Adding the Road Name to the Master Road Name Index

Attached please find two items requiring your approval: 1.) Ordinance Amendment Naming an Unnamed Private Road as Rock Lake Trail and Adding the Road Name to the Master Road Name Index; and 2.) Ordinance Amendment Summary for publication. This request is being submitted to allow E-911 addressing for each of the three structures accessing off of the currently unnamed private drive. The City initiated this request to be compliant with County ordinance. Crow Wing County Ordinance requires that all roads or private driveways shall be named and indicated on the Official County Map if they service more than two residential or commercial structures. The road will be designated as a private road and the City of Crosslake will not maintain Rock Lake Trail. All property owners abutting the subject road have been notified of the change at least 14 days before the date of this meeting.

Note: The road name Rock Lake Trail has been pre-approved by the Crow Wing County Surveyor.

Approval of Ordinance Amendment and Summary for publication is requested.



Rock Lake Trail

PID: 14230502 – was 35170 Rock Road

PID: 14230532 – was 35174 Rocky Road

PID: 14230533 (New)

PID: 14230534 (New)

PID: 14230535 & 14230547 (New)

ORDINANCE NO. _____
AN ORDINANCE AMENDING CHAPTER 42, ARTICLE VI
NAMING AN UNNAMED ROAD AS CARIBOU TRAIL
AND
ADDING THE ROAD NAME TO THE MASTER ROAD NAME INDEX
FOR THE CITY OF CROSSLAKE
COUNTY OF CROW WING
STATE OF MINNESOTA

The following is the official summary of Ordinance No. _____, approved by the City Council of the City of Crosslake on the 9th of December, 2019.

The purpose of this Ordinance is to name an unnamed road as Rock Lake Trail and add the name to the Master Road Name Index for the City of Crosslake.

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

Passed by the City Council this 9th day of December, 2019 by a ____/5ths vote.

David Nevin
Mayor

ATTEST:

Charlene Nelson
City Clerk

ORDINANCE NO. _____
AN ORDINANCE AMENDING CHAPTER 42, ARTICLE VI ROAD NAMES
NAMING AN UNNAMED ROAD AS CARIBOU TRAIL
AND
ADDING THE ROAD NAME TO THE MASTER ROAD NAME INDEX
FOR THE CITY OF CROSSLAKE
COUNTY OF CROW WING
STATE OF MINNESOTA

The City Council of the City of Crosslake does ordain as follows:

- **Sec. 42-298. - Index established; conflicts.**

The city maintains a master road name index as well as a map for all named roads within the city. Said master road name index was initially established by the city in 1998 and is updated by the city periodically. In the event of any conflicts or discrepancies with road names within the city, the master road name index shall supersede and control.

- **Sec. 42-299. - Procedure for changing road names.**

- (a) Before the city council will consider a request to change a road name, or name an unnamed or new road, a petition containing at least 75 percent of the signatures of all property owners abutting the subject road must be submitted to the city council along with the proposed road name. Changes to the master road name index shall be through an ordinance.
- (b) Notwithstanding the provision of subsection (a) of this section, the city council may, at its own discretion, change the name of a road, or name an unnamed or new road, provided that all property owners abutting the subject road are given at least 14 days' written notice of the hearing on the proposed name change.
- (c) The City of Crosslake hereby names the current unnamed road as **Rock Lake Trail** in Section 23, Township 137N, Range 27W within the City of Crosslake, County of Crow Wing.
- (d) The City Council of the City of Crosslake hereby amends the City Code to include **Rock Lake Trail** in the Master Road Name Index.
- (e) The City Designates **Rock Lake Trail** as a private road and the City of Crosslake shall not accept **Rock Lake Trail** as a public road for maintenance purposes until such time that the road is built to City standards.

Passed by the City Council this 9th day of December, 2019 by a ___/5ths vote.

David Nevin
Mayor

ATTEST:

Charlene Nelson
City Clerk

Attachment: Master Road Name Index

MASTER ROAD NAME INDEX

ROAD NAME	SEC	QD	LOCATION	FORMER	ADD'L COMMENTS
ABC DRIVE	18	NW	NORTH OFF 16		PRIVATE ROAD
ADDI LANE	29	SE	WEST OFF #3		WHITEFISH BUSINESS PARK
ALBINSON ROAD	5		WEST OFF #66	UNNAMED	PRIVATE ROAD
ALLEN AVENUE	21	NE	SOUTH OFF SWANN DRIVE		TOWN SQUARE DEV.
ANCHOR POINT LANE	5		OFF ANCHOR POINT RD	UNNAMED	PRIVATE ROAD
ANCHOR POINT ROAD	5.7	NW	WEST OFF 66		
ANCHOR POINT TRAIL	5	NW	NE FROM ANCHOR POINT RD		ENBEE ESTATES
ANDERSEN DRIVE	33	NE	EAST OFF SHAFER ROAD		ANDERSEN ESTATES PLAT
ANDERSON COURT	31	SW	NORTH OFF 103		
ANTLER ROAD	33	NW	EAST OFF OF COUNTY ROAD 3		PINE VISTA PLAT
ARROWHEAD LANE	30	SW	EAST OFF WEST SHORE DRIVE		
ARROWHEAD TRAIL	30	SW	NORTH OFF ARROWHEAD LANE		NON-MAINT/ BARTHEL SUBDIV
ASPEN COURT	9	SE	W OFF WILDERNESS ROAD		CHATHAM PARK SO.
ASPEN DRIVE	9	SE	W OFF WILDERNESS ROAD		CHATHAM PARK SO.
ASPEN WAY	9	SE	W OFF WILDERNESS ROAD		PRIVATE ROAD/ CHATHAM PK S
AUTUMN RIDGE ROAD	16	NW	EAST OFF 66 NORTH OF BAIT BOX	UNNAMED	PRIVATE ROAD
BACKDAHL ROAD	1.9	NW/NE	E/W OFF SOUTH END OF WILDERNESS TRAIL		PART CHGD TO WILDERNESS RD
BACON LANE	29	NE	WEST OFF OF COUNTY ROAD 3	UNNAMED	PRIVATE ROAD
BAILLE LOCH WAY	18	NW	NORTH OFF OF THE WEST SIDE OF ABC DRIVE	UNNAMED	PRIVATE ROAD
BALD EAGLE TRAIL	16	SW	EAST OFF OF COUNTY ROAD 66		EAGLE PASS PLAT
BAY SHORES ROAD	2	NE	WEST OFF 3	SHORES ROAD	BAY SHORES PLAT
BIG PINE DRIVE	33	SE	N OFF BIG PINE TRAIL PAST BIG PINE HOLLOW	UNNAMED	PRIVATE ROAD
BIG PINE HOLLOW	33	SE	NORTH OFF BIG PINE TRAIL	UNNAMED	PRIVATE ROAD
BIG PINE TRAIL	32,33	SE	EAST OFF 3		
BIRCH NARROWS ROAD	10	NE	WEST OFF 3	O'BRIEN/MICHAEL DR	
BIRCHRIDGE BLVD	30	SW	OFF SUNRISE ISLAND ROAD		
BIRD HAVEN ROAD	5		EAST OFF OF #66		PRIVATE RD/BIRDAHVEN RESORT
BLACKBEAR PATH	28		EAST OFF OF #66		M&D ADDITION
BLACKSMITH PLACE	9	NW	SOUTH OFF TALL TIMBERS TRAIL		OLD LOG HDQTRS
BLUE ACRES COURT	30		OFF OF ARROWHEAD LANE	UNNAMED	PRIVATE RD/BLUE ACRES GRN
BLUE ACRES LANE	30		OFF OF ARROWHEAD LANE	UNNAMED	PRIVATE RD/BLUE ACRES GRN
BLUE ACRES TRAIL	30		OFF OF ARROWHEAD LANE	UNNAMED	PRIVATE RD/BLUE ACRES GRN
BONNIE LAKES LANE	13		OFF BONNIE LAKES TRAIL (S PORTION GOODRICH LAKE)	MCCLINTOCK	GOODRICH/O'BRIEN LK SHORES
BONNIE LAKES ROAD	13.24	SE	NORTH FROM 36	BONN LKS FRM RD	
BONNIE LAKES TRAIL	13	SE	OFF BONNIE LAKES TRAIL	BONN LKS FRM RD	
BORDER POINT ROAD	31	SW	EAST OFF OF COUNTY ROAD 120	UNNAMED	PRIVATE ROAD
BOY SCOUT ROAD	1,11,12		OFF OF # 3	UNNAMED	BOY SCOUT CAMP-PRIVATE
BRITA LANE	28.33	SE	EAST OFF 36		
BROOK STREET	16	NW	N/S AT END OF DAGGETT BAY ROAD		
BROOKWOOD CIRCLE	30	SW	EAST OFF WEST SHORE DRIVE		BROOKWOOD PLAT
BUCKSKIN LANE	4	NW	EAST OFF OJIBWAY TRAIL		

MASTER ROAD NAME INDEX

BUNKHOUSE ROAD	9	NW	BETWEEN TALL TIMBERS TRAIL AND KIMBALL ROAD		
CABIN COVE TRAIL	5	SE	EAST OFF OF COUNTY ROAD 66	UNNAMED	PRIVATE ROAD
CAREFREE DRIVE	9		SOUTH OFF OF DAGGETT PINE ROAD	UNNAMED	PRIVATE ROAD
CARBOLU TRAIL	5	SE	EAST OFF OF COUNTY ROAD 66	UNNAMED	PRIVATE ROAD
CHANNEL LANE	17	NW	WEST OFF 16 ON S SIDE OF RUSH/CROSS CHANNEL		PRIVATE ROAD
CHERRY LANE	31	SW	OFF PERKINS ROAD		
COOL HAVEN LANE	5	NW	OFF SOUTH LANDING		
COUNTY ROAD 103					
COUNTY ROAD 16					
COUNTY ROAD 3					
COUNTY ROAD 36					
COUNTY ROAD 37					
COUNTY ROAD 66					
COUNTY ROAD 120					
CRANBERRY DRIVE	1		OFF BUCHITE ROAD	UNNAMED	PRIVATE ROAD
CROSS AVENUE	31	SW	WEST OFF LAKE STREET		
CROSS LAKE AVENUE	16	NW	WEST OFF 66 NORTH OF DAGGETT/CROSS CHANNEL		
CROSSCUT WAY	9	NW	BETWEEN LOG LANDING AND HEADQUARTERS DRIVE		
DAGGETT BAY ROAD	16	NW	EAST FROM 66		
DAGGETT PINE ROAD	9.1	NE,NW	EAST FROM 66 TO DREAM ISLAND ROAD		
DAGGETT COURT	10		S OFF OF DAGGETT PINE ROAD	UNNAMED	ISLAND VIEW PLAT
DAGGETT LANE	10		SW OFF DAGGETT PINE ROAD	UNNAMED	
DANCING BEAR DRIVE	32	NW	SOUTH OFF OF COUNTY ROAD 103		SILENT OAKS PLAT
DEER RIDGE DRIVE	9		S OFF OF DAGGETT PINE ROAD		CHATHAM PARK NORTH
DEWDROP LANE	19		W OFF OF WEST SHORE DRIVE		
DREAM ISLAND CIRCLE	10		W OFF OF DREAM ISLAND ROAD		LITTLE PINE SHORE PLAT
DREAM ISLAND LANE	10		E OFF DREAM ISLAND ROAD (BEFORE ISLAND)	UNNAMED	(PRIVATE ROAD??)
DREAM ISLAND ROAD	10	NE	END OF DAGGETT PINE ROAD- GOING NORTH	UNNAMED	
DUCK LANE	30	SW	WEST OFF WEST SHORE DR		
DUCKWOOD TRAIL	31	SE	SOUTH OFF OF COUNTY ROAD 103		DUCKWOOD PLAT
EAGLE STREET	8	NW	WEST OFF 66		
EAST SHORE BOULEVARD	29	NE	W OFF OF EAST SHORE ROAD	EAST SHORE ROAD	CL EAST SHORE PLAT
EAST SHORE CIRCLE	29	SW	NORTH OFF EAST SHORE ROAD	LAKE SHORE CIR	SANDCREST PLAT
EAST SHORE COURT	29		DOUG NELSON DEV- N OFF OF E SHORE ROAD		PRIVATE- NELSON E SHORE LND
EAST SHORE LANE	29		DOUG NELSON DEV-OFF E SHORE ROAD		PRIVATE- NELSON E SHORE LND
EAST SHORE ROAD	29	SW	OFF OF 3	LAKESHORE DR	REPLACE LAKE SHORE DRIVE
EAST SHORE TERRACE	29		DOUG NELSON DEV-OFF E SHORE ROAD		NELSON'S E SHORE LANDING
ECHO DRIVE	16	NW	WEST OFF 66 TO MARGRET	OLD CO HWY 8	
EDGEWATER LANE	16	NW	WEST OFF 66 BEHIND CHANNEL LIQUOR	OLD COOLEY HWY	
EGRET ROAD	9		N OFF DAGGETT PINE ROAD		D & M ADDITION
EVA LANE	17	NE	NORTH OFF OF COUNTY ROAD 16	UNNAMED	DRIVEWAY SERVING 3 RESIDENCES
FIRST STREET	8	NW	WEST OFF 16 ACROSS FROM MOONLITE		
FISH ROAD	2		BASS LAKE RESERVE- EAST OFF #3		PRIVATE ROAD

MASTER ROAD NAME INDEX

FISHERMANS POINT ROAD	17	NW	SE OFF 16 SOUTH OF RUSH/CROSS CHANNEL	UNNAMED	PRIVATE ROAD
FOREST LODGE ROAD	7	NW	SOUTH OFF ANCHOR POINT		PORTION PRIVATE ROAD
GALE LANE	18	NW	SOUTH OFF 16 NEAR HARBOR LANE		
GENDREAU ROAD	33	SW	SOUTH OFF 36		
GINSENG PATCH ROAD	7	NW	NEAR END OF ANCHOR POINT ROAD TO NW		SEEKEL ADDITION
GLADICK LANE	17	NW	WEST OFF 16 ON N SIDE OF RUSH/CROSS CHANNEL		
GLEE LANE	21	NE	WEST OFF OF COUNTY ROAD 3	UNNAMED	PRIVATE DRIVE
GORDON CIRCLE	29	SW	EAST OFF OF HAPPY LANDING ROAD		WILD WIND PLAT
GREER LAKE ROAD	36	SE	E/W ROAD TO GREER LAKE TRAIL		GREER LAKE CAMPGROUND RD
GOULD STREET	21	NE	BETWEEN OSTLUND AVE. AND ALLEN AVE. SO. OF SWANN DR.		TOWN SQUARE DEV.
HAPPY COVE ROAD	29	SW	EAST OFF HAPPY LANDING		PART OF HAPPY LANDING ROAD
HAPPY LANDING ROAD	29	SW	NORTH FROM 103		
HAPPY TRAIL	29		NORTH OFF HAPPY LANDING ROAD	UNNAMED	PART OF HAPPY LANDING ROAD
HARBOR LANE	18	NW	WEST OFF 16	HARBOR LN RD	
HARBOR TRAIL	18	NW	NW OFF HARBOR LANE	RUSH LAKE AVE	
HEADQUARTERS DRIVE	9	NW	OFF OLD LOG LANDING	HDQTR DR S	
HERITAGE WAY	21	NE	BETWEEN PIONEER DR AND OSTLUND AVE	UNNAMED	
HIDDEN VALLEY ROAD	8		W OFF 16 ACROSS FROM MOONLITE BAY		
HILLTOP DRIVE	6	NW	BETWEEN MANHATTAN POINT BLVD AND WHITEFISH AVE	WEST AVE	NAME NOT USED
INDUSTRIAL ROAD	32	SW	NORTH OFF OF COUNTY ROAD 120	UNNAMED	PRIVATE ROAD
ISLAND VIEW LANE	8	NW	WEST OFF 16	ISLAND VIEW RD	WARNERS ADD MUHL'S ISL VIEW
ISLAND VIEW ROAD	8	NW	WEST OFF 16		WARNERS ADD MUHL'S ISL VIEW
IVY LANE	31	SW	E/W ROAD OFF 103		
IVY TRAIL	31		N OFF OF IVY LANE	UNNAMED	CONSIDERED PART OF IVY LANE
JASON LANE	7		SOUTH OFF SILVER PEAK ROAD		STALEY SHORES PLAT
JOHNIE STREET	17	SW	SOUTH FROM 16	ARTHUR AVE	INCORPORATED ARTHUR AVE
KALLBERG ROAD	26,35	E1/2	SOUTH OFF OF COUNTY ROAD 36	UNNAMED	FOREST RD, THEN PRIVATE DW
KIMBALL COURT	16		EAST OFF KIMBALL ROAD		PRIVATE-DAGGETT BAY TWNHMS
KIMBALL ROAD	9	NW	EAST OFF NORTH END OF BROOK STREET		
KIMBERLY ROAD	32	SW	WEST OFF 3		
LAKE STREET	31	SW	NORTH OFF 103		
LAKE TRAIL	31	SW	EAST OFF LAKE ST	PINE AVE/ OAK ST	BOWERS POINT
LILYPAD ROAD	11,12	S1/2	SOUTH, THEN EAST OFF OF COUNTY ROAD 3	UNNAMED	FOREST RD TO PUBLIC ACCESS ON GOODRICH
LOG LANDING	9	NW	EAST OFF 66	HDQTRS DRIVE N	OLD LOG HDQTRS PLAT
LOVELAND HARBOR	8	NE	WEST OFF OF COUNTY ROAD 66	UNNAMED	PRIVATE ROAD
LUMBERJACK LANE	9	NW	N/S END OF LOG LANDING AND HEADQUARTERS DR		
MANHATTAN DRIVE	6	NW	OFF MANHATTAN POINT BLVD-GOING NORTH	MANHATTAN BLVD	DIRECTION CHANGE
MANHATTAN POINT BOULEVARD	5,6	NW	WEST OFF 66 AT MANHATTAN BEACH LODGE	COUNTY RD 140	FORMER COUNTY ROAD
MAPLE LANE	21	SW	SOUTH OFF 37	DONALD DRIVE	RIVERVIEW PLAT
MARGARET LANE	16	NW	WEST OFF 16		
MARODA DRIVE	19	SW	EAST OFF WEST SHORE DRIVE		
MARY LANE	9	NW	WEST OFF MILLER ROAD		
MEZZENGA LANE	31		S OFF COUNTY ROAD 103		

MASTER ROAD NAME INDEX

MILINDA SHORES ROAD	7,18	NW	OFF SILVER PEAK RD (IDEAL TWSHP)		UNNAMED	PRIVATE
MILLER ROAD	9	NW	SOUTH OFF DAGGETT PINE ROAD			
MOCCASIN DRIVE	4	NW	NE OFF OJBWA TRAIL OX LAKE LANDING		ARROWHEAD DR	DUPLICATE NAME
MOEN BEACH TRAIL	10	NE	NORTH OFF DAGGETT PINE ROAD NEAR E END		MOEN BEACH RD	
NORTH HARBOR ROAD	7		E OFF ANCHOR POINT RD		UNNAMED	
NORTHERN TERRACE	28		M & D ADDITION			
NORTHWOOD AVENUE	6		MANHATTAN POINT PLAT			
NORWAY TRAIL	16	NW	DAGGETT BAY ROAD TO BROOK STREET		ISLAND AVE	WHITE PINE TERRACE PLAT
OAKDALE ROAD	31	SW	NORTH OFF FAWN LAKE ROAD			
OJBWAY CIRCLE	5	NW	NORTH OFF OJBWAY TRAIL NEAR END			
OSTLUND AVENUE	21	NE	BETWEEN SWANN DRIVE AND COUNTY ROAD 3			TOWN SQUARE DEV.
OWL STREET	16	NW	EAST OF PINE BAY TRAIL			NO SIGN-PUBLIC ACCESS
OX COVE TRAIL	5,8	NE,SE	WEST OF OX LAKE LANDING		UNNAMED	DRIVEWAY BEFORE M&B SUB.
OX LAKE CROSSING ROAD	5	NE	EAST OFF OF COUNTY ROAD 66			DUPLICATE NAME
OX LAKE LANDING	4,5,8,9	NW	NORTH OFF DAGGETT PINE TO OJBWAY CIRCLE		OJBWAY TRAIL	INCORPORATE OJBWAY TRAIL
PARK DRIVE	29		EASTERLY LOOP OFF LAKESHORE DRIVE			
PARKVIEW LANE	9	NW	SOUTH OFF DAGGETT PINE ROAD			
PERKINS ROAD	30,31	SW	WEST OFF 103			
PINE BAY CIR	16				PINE BAY ROAD	PRIVATE
PINE BAY DRIVE	16	NW	NORTH OFF PINE BAY TRAIL			
PINE BAY ROAD	15,16	NE,NW	NORTH OFF 3			
PINE BAY TRAIL	16	NW	WEST OFF PINE BAY ROAD		PINE BAY ROAD	
PINE CREEK TRAIL	23	NE,SE	NORTH OFF OF COUNTY ROAD 36		UNNAMED	PRIVATE ROAD TO NW BAY OF O'BRIEN LAKE
PINE LANE	8	NW	NORTH OFF ISLAND VIEW ROAD			
PINE LURE DRIVE	2	NE	WEST OFF 3		PINE LURES ROAD	CHANGED AT REQUEST OF LANDOWNERS
PINE POINT ROAD	10		END OF DAGGETT PINE ROAD- E/W OF ROAD		PT DAGGETT PINE RD	
PINE VIEW LANE	33		JOHNSON'S PINE VIEW			
PINEDALE STREET	6	NW	OFF SUMMIT		WOODLAND STREET	
PIONEER DRIVE	21	NW	BETWEEN SWANN DRIVE AND COUNTY ROAD 3		UNNAMED	
PLEASANT VIEW	19	SW	NW OFF WEST SHORE DRIVE			PRIVATE ROAD - FORMERLY PLEASANT LN.
POND VIEW LANE	18	SE	SOUTH OFF OF COUNTY ROAD 16		UNNAMED	PRIVATE ROAD
RABBIT LANE	16	NW	NORTH OFF PINE BAY DRIVE			
RACCOON STREET	16	NW	OFF PINE BAY TRAIL		COON STREET	NO SIGN-PUBLIC ACCESS
RBK LANE	29	SE	WEST OFF COUNTY ROAD 3			PRIVATE DRIVEWAY FOR NURSERY
RED OAK CIRCLE	29	SW	WEST OFF HAPPY LANDING ROAD			OAKCREST PLAT
RED PINE DRIVE	24		OFF OF BONNIE LAKES RD		RED PINE ROAD	
RED PINE ROAD	24	SE	OFF OF RED PINE DRIVE			
RIDGEWAY DRIVE	9		S OF DAGGETT PINE RD- E/W OF ROAD			CHATHAM PARK NORTH
RIVER BLUFFS ROAD	27,28		RIVER BLUFFS PLAT			
RIVERWOOD COURT	21	NW, NE	SOUTH OFF OF COUNTY ROAD 3			ACCESS TO RIVERWOOD CIC
RIVERWOOD LANE	21	SW	EAST OFF OF 3			
RIVERWOOD TRAIL	21	SW	N/S OFF OF RIVERWOOD LANE			
ROBERT LANE	20					

MASTER ROAD NAME INDEX

ROBERT STREET	17	NW	EAST OFF 16			INC DONALD BLVD & DWIGHT DR
ROCK LAKE TRL	23	SE	NE OFF ROCKY ROAD		UNNAMED	PRIVATE ROAD
ROCKY ROAD	23		N OFF CTY RD #36- ROCK LAKE		UNNAMED	PRIVATE ROAD
RUSH HARBOR LANE	8	NE	WEST OFF OF COUNTY ROAD 16		UNNAMED	PRIVATE ROAD-LOVELANDS PLAT
RUSH LANE	5	NW	NORTH FROM ANCHOR POINT RD			
RUSHMOOR BOULEVARD	17	NW	NORTHWEST OFF 16			
RUSHMOOR TRAIL	17,18		WEST OFF RUSHMOOR BLVD			
SAND POINTE COURT	20		WEST OFF SAND POINTE DRIVE			PRIVATE/GOLDEN RULE TRL PRK
SAND POINTE DRIVE	20	SW	WEST OFF 3 AT RIVERSIDE INN		FAE AVE- ANN ST	
SANDRA ROAD	32	SW	EAST OFF 3 SOUTH OF SHAFER RD			
SANDY SHORES COURT	29	NE	AT END OF SANDY SHORES ROAD		UNNAMED	
SANDY SHORES ROAD	29	SW	WEST OFF OF COUNTY ROAD 3			
SCENIC COURT	33	NW	EAST FROM VISTA DRIVE AND SOUTH OF SCHAFER ROAD			PINE VISTA PLAT
SECOND AVENUE	8	NW	NORTH OFF FIRST STREET			MINNOWA PLAT
SECOND STREET	8	NW	SOUTH OFF FIRST STREET		FIRST AVENUE	MINNOWA PLAT
SEQUOIA DRIVE	31	SW	OFF 103			
SHADYWOOD STREET	6	NW	BETWEEN MANHATTAN POINT BLVD AND SUMMIT-E/W RD			
SHAFER ROAD	33	SW	EAST OFF 3			
SHAMROCK ROAD	24	SE	E & S OFF BONNIE LAKES ROAD			
SHORES DRIVE	16	NW	WEST OFF PINE BAY TRAIL		WHT PINE SHR DR	
SILVER PEAK ROAD	7	NW	NE END OF IDEAL TWSHP SILVER PEAK ROAD			
SLEEPY VALLEY ROAD	26	SE	WEST OFF 36			PHELPS LAKE SHORE PLAT
SOUTH LANDING	5	NW	S OFF MANHATTAN POINT BLVD ACROSS LODGE			
STALEY LANE	7		S OFF SILVER PEAK RD/ JASON LANES			STALEY SHORES PLAT
SUGAR LOAF ROAD	33	SE	SOUTH OFF SHAFER ROAD			
SUMMIT AVENUE	6	NW	BETWEEN MANHATTAN POINT BLVD AND WHITEFISH			
SUNDANCE LOOP	16	NW	OFF OF COUNTY ROAD 66		UNNAMED	PRIVATE ROAD
SUNRISE BOULEVARD	30	SW	OFF WEST SHORE DRIVE			
SUNRISE ISLAND ROAD	30	SW	EAST OFF WEST SHORE DRIVE			
SUNSET DRIVE	19	SW	WEST OFF PLEASANT LANE			
SWANN DRIVE	21	NW, NE	BETWEEN COUNTY ROAD 66 & COUNTY ROAD 3		UNNAMED	
TALL TIMBERS TRAIL	9	NW	E/W AT END OF LUMBERJACK LANE			
TALON TRAIL	16	SW	N/S AT END OF BALD EAGLE TRAIL			EAGLE PASS PLAT
TAMARACK LANE	13	NE	SOUTH OFF TAMARACK ROAD		MCCLINTOCK RD	
TAMARACK ROAD	13,24	NE	NW OF O'BRIEN LAKE		MCCLINTOCK RD	
TAMARACK TRAIL	13	NE	SOUTH OFF TAMARACK ROAD		MCCLINTOCK RD	
TIMBER LANE	18	NW	NORTH OFF HARBOR LANE			TIMBERLANE PLAT
TRAILHEAD LANE	9	NE	NORTH OFF OF DAGGETT PINE ROAD		UNNAMED	
TWIN BAY DRIVE	7	NW	SOUTH OFF GINSENG PATCH ROAD ANCHOR POINT			TWIN BAY SHORES
URBANS POINT ROAD	30	SW	NORTH OFF PERKINS ROAD		URBAN POINT ROAD	
VELVET LANE	24	SE	SOUTH OFF 36 AT NW SHORE OF VELVET LAKE			
VERNA DRIVE	5	NW	OFF MANHATTAN POINT BLVD NEXT TO LODGE			
VISTA DRIVE	33	NW	SOUTH OF SCHAFER ROAD			PINE VISTA PLAT

MASTER ROAD NAME INDEX

WATERWOOD COURT	10	NE	S OFF DAGGETT PINE ROAD E OF WILDERNESS			
WEST SHORE DRIVE	18,19,30	SW,NW	N/S FROM 16 TO 103			
WETLAND DRIVE	29		OFF OF E SHORE BLVD	UNNAMED		PRIVATE ROAD
WHIPPLE DRIVE	21	SW	EAST OFF OF COUNTY ROAD 3			DRIVE GOING THRU PUBLIC WORKS AREA
WHITE BIRCH LANE	21	NE	RUNS BETWEEN WILDWOOD DR AND TRAIL			
WHITE ISLAND DRIVE	6	NW	NORTH FROM WHITEFISH ROAD	ISLAND AVE		WHITE ISL BCH PLAT/PVT RD
WHITE OAK DRIVE	29,30	SW	NORTH OFF 103			OAKCREST PLAT
WHITE PINE TRAIL	10	NW	OFF WILDERNESS TRAIL			
WHITEFISH AVENUE	6	NW	OFF MANHATTAN POINT BLVD			A/K/A COUNTY RD 140
WHITEFISH ROAD	6	NW	SOUTH OFF WHITEFISH AVENUE	EDGEWATER BEACH		
WHITEFISH TRAIL	6	NW	EAST OFF WHITEFISH AVENUE	PINE TERRACE		
WILDERNESS TRAIL	2,3,9,10	NE,NW	N/S OFF DAGGETT PINE ROAD			
WILD WIND RANCH DRIVE	32	NE	SOUTH OFF OF COUNTY ROAD 103	UNNAMED		WILD WIND RANCH ESTATES PLAT
WILDWOOD DRIVE	21	NE	OFF WILDWOOD TRAIL			WILDWOOD ACRES PLAT
WILDWOOD TRAIL	21	NE	SOUTH OFF WILDWOOD DRIVE	RED OAK TRAIL		WILDWOOD ACRES PLAT
WILLWOOD LANE	31	SW	SOUTH OFF 103			
WINDSOR AVENUE	6		MANHATTAN POINT			
WOLF COURT	10		OFF WOLF TRAIL	UNNAMED		
WOLF TRAIL	10,15,16	NE,NW	NE/NW AT END OF PINE BAY ROAD			
WOODLAND AVENUE	6					NO STRUCTURES
WOODLAND DRIVE	6	NW	WEST OF NORTHWOOD AVE- MANHATTAN POINT			PLAT ROAD NAME

G.4.a.

MEMO TO: City Council

FROM: Personnel Committee

DATE: December 3, 2019

SUBJECT: Recommendation to Approve Employee Recognition Policy

Attached is a draft policy to recognize employees, firefighters, City Council and volunteers (current and retiring) for the public service they provide. Many of the practices listed in the policy already take place, but have not been in written form. The Personnel Committee recommends that the Council approve the policy as presented.

CITY OF CROSSLAKE
EMPLOYEE RECOGNITION POLICY
Adopted December 9, 2019

1. PURPOSE AND INTENT

- a. Beginning August 1, 2007, Minnesota cities have authority under state law to conduct employee recognition programs under Minn. Stat. Sec. 15.46. This policy is intended to set forth the objectives of the City of Crosslake's employee recognition program and to provide for the expenditure of public funds as necessary to achieve these objectives in a manner consistent with the law.
- b. The objectives of the program are:
 1. To increase morale and employee motivation.
 2. To encourage loyalty and long-term retention of employees
 3. To celebrate the accomplishments and service of retiring employees and to demonstrate appreciation for the City Council, employees and volunteers of the City of Crosslake for the public service provided.
- c. Employees eligible for recognition under this policy are regular full and part-time City employees, including all members of the Crosslake Fire Department. Seasonal employees are not eligible.

2. SERVICE ANNIVERSARY AWARDS

- a. The City will recognize those employees who have reached a milestone anniversary of their work in five-year increments. Recognition awards will go to all regular full-time and regular part-time employees base upon continuous service with the City from the employee's initial start date.

3. EMPLOYEE RECOGNITION PROGRAMS.

- a. The City may sponsor employee recognition events which may include food and/or refreshments. All regular full-time and regular part-time employees will be invited to attend to thank them for their work throughout the year. If an employee's spouse and/or guest is in attendance at the employee recognition event, they will be required to purchase a ticket for the cost of the food/refreshments the spouse and/or guest consumes.

4. RETIREMENT RECOGNITION

- a. The City may provide a token of recognition along with a cake or comparable food item when a City employee retires from City employment after at least five years of service. A reception will be held at City Hall or other City building.
- b. Should an employee choose not to participate in a retirement reception, no compensation shall be paid to the employee in lieu of the City contribution to the reception.
- c. Retirement, for the purpose of this policy, shall be defined as meeting the qualifications for retirement under the rules of the Minnesota Public Employee Retirement Association (PERA) or of the Crosslake Firefighter Relief Association.

5. OTHER RECOGNITION PROGRAMS

- a. The City may provide a token of recognition along with a cake or comparable food item to recognize a Mayor or Council member leaving service.

- b. The City may provide memorials or flowers for the hospitalization or death of any City employee or elected official, death of retiree or former elected official, or death of individuals in current or former positions of leadership of neighboring political subdivisions.
 - c. The City may sponsor volunteer and commission member recognition events which may include food and/or refreshments. Volunteers will be invited to attend to thank them for their work throughout the year. If a volunteer's spouse and/or guest are in attendance at the volunteer recognition program, they will be required to purchase a ticket for the cost of the food/refreshments the spouse and/or guest consumes.
 - d. Annually the City may provide tokens of appreciation for service as a City volunteer and/or commission member.
 - e. In-House meals. City department heads and supervisors may provide meals and/or refreshments at meetings and/or events with prior approval from the City Administrator. These events include but are not limited to:
 - 1. City-sponsored training events involving City staff, volunteers, Council, or other training attendees.
 - 2. City staff, volunteers or Council events or meetings occurring over a breakfast, lunch or dinner period.
 - 3. Emergency response personnel may be provided with refreshments or food when it is deemed appropriate by the City Administrator to assure the delivery of quality emergency response service.
 - 4. Employee selection and recruitment events.
 - 5. Other events approved by the City Administrator.
6. COST. The expenditures for the above initiatives shall not exceed \$2,500 annually and shall be included in the final approved budget each year. No provisions of the policy/program, or its administration, shall be subject to review under the grievance or arbitration provisions of any collective bargaining agreement.

G.4.b.

Memorandum

Date: December 9, 2019

From: **Personnel Committee:** Mayor Nevin, Council Member Heacox, Police Chief Lee, & City Administrator Lyonais

To: City Council

Re: Non-Union Department Wage Adjustment Recommendations (Department Heads)

On December 3, 2019 the Personnel Committee met and request the following recommendations for Council Approval:

Cost of Living Adjustment (COLA):

Request is for 3% COLA for 2020 as the 2020 Budget reflects. The Personnel Committee was unable to make a formal motion and recommendation since two if its four members are directly impacted.

The process utilized was to compare individual positions with comparable salary survey data available through the League of Minnesota Cities.

It was the consensus of the committee this adjustment was reasonable and would keep the City competitive with its peer group with the exception of one position – Manager of Parks, Recreation and Library discussed below.

Council Action/Motion –

Approve COLA of 3% for Non-Union Department Heads effective 1/1/2020.

Market Value Salary Adjustment – Manager of Parks, Recreation, & Library

This was a new position created in 2018 to reflect changing operational needs of the Community Center, including parks, recreation and library. Based on comparable responsibilities and pay ranges with our peer group, it appears we need to adjust the pay range for this position to remain competitive.

Council Action/Motion –

It was the unanimous recommendation of the Personnel Committee to make a market adjustment effective 1/1/2020 in the amount of \$2,500.

G.4.C.

MEMO TO: City Council

FROM: Personnel Committee

DATE: December 3, 2019

SUBJECT: Recommendation to Approve Fire Department Officers

Attached is a memo dated October 23, 2019 from Chief Lohmiller regarding the appointment of Fire Department Officers. The Personnel Committee recommends that the Council approve the appointments as presented.



City of Crosslake, Minnesota
FIRE DEPARTMENT

October 23, 2019

Memo

RE: Fire Department Officer Position Appointments

To: Personnel Committee

The Fire Department Executive Committee met Wednesday October 23, 2019 to discuss Fire Department Officer Positions. After reviewing applications, the Executive Board recommend the following Individuals for Officer Positions on the Crosslake Fire Department for 2020 – 2022.

CHIEF: Chip Lohmiller

CHIEF - 2: Neil Luzar

CHIEF - 3: Corey Ledin

Captain - 1: Richard Irish

Captain - 2: Brian Scheuss

Captain - 3: Seth Wannebo

Captain - 4: Scott Johnson

Once the Personnel Committee Approves the Recommendation of Officers, the Council will need to approve the position assignments at the December Council Meeting.

Thank you,

Chip Lohmiller

Chief

Crosslake Fire Department





City of Crosslake, Minnesota
FIRE DEPARTMENT

Crosslake Fire Department
Officers
2020 – 2022

CHIEF		YOS	
Chip Lohmiller	1997	Chief/EMR	22
ASSISTANT CHIEFS			
Chief - 2			
Neil Luzar	2004	Assistant Chief/EMR	15
Chief - 3			
Corey Ledin	2007	Assistant Chief/EMR	12
CAPTAINS			
Captain - 1			
Rich Irish	2009	Captain/EMR	10
Captain - 2			
Brian Scheuss	1992	Captain	27
Captain - 3			
Seth Wannebo	2005	Captain/EMR	11
Captain - 4			
Scott Johnson	2001	Captain/EMR	18



City of Crosslake, Minnesota
FIRE DEPARTMENT

Crosslake Fire Department
Officers
2020 – 2022

CHIEF		YOS	
Chip Lohmiller	1997	Chief/EMR	\$1200
ASSISTANT CHIEFS			
Chief - 2			
Neil Luzar	2004	Assistant Chief/EMR	\$300
Chief - 3			
Corey Ledin	2007	Assistant Chief/EMR	\$100
CAPTAINS			
Captain - 1			
Rich Irish	2009	Captain/EMR	\$25
Captain - 2			
Brian Scheuss	1992	Captain	\$25
Captain - 3			
Seth Wannebo	2005	Captain/EMR	\$25
Captain - 4			
Scott Johnson	2001	Captain/EMR	\$25

Crosslake Fire Department

2020



CHIEF			
Chip Lohmiller	1997	Chief	22
ASSISTANT CHIEFS			
Chief - 2			
Chief - 3			
Applicants			
Neil Luzar	2004	Assistant Chief/EMR	15
Corey Ledin	2007	Captain/EMR	12
Brian Scheuss	1992	Captain	27
Scott Johnson	2001	Captain/EMR	18
Doug Benzer	2015	Firefighter/EMR	3
CAPTAINS			
Captain - 1			
Captain - 2			
Captain - 3			
Captain - 4			
Applicants			
Neil Luzar	2004	Assistant Chief/EMR	15
Scott Johnson	2001	Captain/EMR	18
Brian Scheuss	1992	Captain	27
Corey Ledin	2007	Captain/EMR	12
Rich Irish	2009	Captain/EMR	10
Seth Wannebo	2005	Firefighter/EMR	11
Joel Carlton	2011	Firefighter/EMR	7
Doug Benzer	2015	Firefighter/EMR	3
SAFETY OFFICER		TBD	



City of Crosslake, Minnesota
FIRE DEPARTMENT

	First	Last	Hired	FIRE	Years
1	Brian	Scheuss	1992	Captain	27
2	David	Demcho	1992	Firefighter/Paramedic	27
3	Chip	Lohmiller	1997	Chief/EMR	22
4	Sonya	Kosloski	1997	Firefighter/EMR	22
5	Dean	Olson	1998	Firefighter/SO/EMR	21
6	Joe	St. Pierre	2000	Firefighter	18
7	Scott	Johnson	2001	Captain/EMR	18
8	Matt	Gallaway	2002	Firefighter/EMT	16
9	Neil	Luzar	2004	Assistant Chief/EMR	15
10	Paul	Nelson	2004	Firefighter/EMT	14
11	Brad	Swenson	2006	Firefighter	13
12	Randy	Maxfield	2007	Firefighter	12
13	Corey	Ledin	2007	Captain/EMR	12
14	Seth	Wannebo	2005	Firefighter/EMR	11
15	Rich	Irish	2009	Captain/EMR	10
16	Evyn	Thompson	2010	Firefighter/EMR	8
17	Rob	Clement	2010	Firefighter/EMR	8
18	Joel	Carlton	2011	Firefighter/EMR	7
19	Joe	Chase	2012	Firefighter/EMR	7
20	Nick	Spaeth	2015	Firefighter/EMR	3
21	Doug	Benzer	2015	Firefighter/EMR	3
22	Rob	Birkeland	2016	Firefighter/EMR	3
23	Teresa	Haines	2016	EMT	3
24	Ryan	Gruba	2016	Firefighter/EMR	2
25	Jory	Danielson	2018	Firefighter/EMR	1
26	Caitlin	Mailin	2018	Firefighter	1
27	Reed	Nelson	2018	Firefighter	1
28	Logan	Olson	2019	EMR	1