

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

A. CALL TO ORDER

1. Pledge of Allegiance
2. Approval of Additions (**Council Action-Motion**)

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

1. Regular Council Meeting Minutes of October 14, 2019
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-Tec Construction for City Hall Project in the Amount of \$389,172.67
19. Summary of Hiring Process and Wages for Planning and Zoning Staff
20. Bills for Approval

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

D. CRITICAL ISSUES –

1. Email dated November 4, 2019 from Jeff Pepski of 36886 Brook Street Regarding Daggett Bay Road/Sewer Assessments (**Council Action-Motion**)

E. MAYOR'S AND COUNCIL MEMBERS' REPORT

1. Email dated 11/5/19 from Marcia Seibert-Volz Re: Rules of Order/Procedure Regarding the Public Forum
2. Letters dated November 1, 2019 from Crow Wing County Drug Court and DWI Court Regarding Request for Fiscal Support (Council Action-Motion)
3. Resolution Accepting Donations (Council Action-Motion)
4. Discuss Attendance and Possible Date Changes of January and February 2020 Meetings
5. Update on City Hall/Fire Department Buildings
6. Update from VRBO Committee

F. CITY ADMINISTRATOR'S REPORT

1. Memo dated November 6, 2019 from Mike Lyonais Re: Recommendation to Approve Annual Audit Engagement Letter (Council Action-Motion)
2. Crow Wing County Tax Rates for Taxes Payable in the Year 2020 (Council Information)
3. Set Date for Budget Meeting (*Suggested 3PM on Thursday, November 21*) (Council Action-Motion)
4. Memo dated November 5, 2019 from City Administrator Re: Christmas Eve (Council Action-Motion)
5. Update from Sales Tax Committee

G. COMMISSION REPORTS

1. PLANNING AND ZONING
 - a. Metes and Bounds Subdivision Parcel #14300743 Involving 27.4 Acres Into 3 Tracts, Herje and Approval of Park Dedication Fee (Council Action-Motion)
 - b. Metes and Bounds Subdivision Parcel #14300733 Involving 26.7 Acres Into 3 Tracts, Herje and Approval of Park Dedication Fee (Council Action-Motion)
 - c. Final Plat Approval for Blue Rush Estates (Council Action-Motion)
 - d. Mark Wessels – Discuss Changes to the Land Use Ordinance
2. PUBLIC SAFETY
 - a. Memo dated October 22, 2019 from Chief Lee Re: 2020 Squad Car Purchases (Council Action-Motion)
3. PUBLIC WORKS/CEMETERY/SEWER
 - a. Letter dated November 5, 2019 from Phil Martin Re: Review of Norway Trail and Brook Street Sanitary Sewer Petition for from Property Owners on (Direction)
4. PARKS, RECREATION AND LIBRARY
 - a. Staff Report dated November 12, 2019 (Council Action-Motion)

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

1. Closed Session to Discuss Land Negotiations

J. OLD BUSINESS

K. NEW BUSINESS

L. ADJOURN

B. l.

**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 accused Mike Lyonais of misleading the Council last month when he said the health insurance premium for family coverage increased \$30. The premium increased \$153 per person for the City and \$30 for the employee.

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

B.2.

FINAL ASSESSMENT HEARING
DAGGETT BAY ROAD/SEWER PROJECT
CITY OF CROSSLAKE
THURSDAY, OCTOBER 24, 2019
6:00 P.M. – CITY HALL

The Council for the City of Crosslake held a Public Hearing on October 24, 2019. The following Council Members were present: Mayor Dave Nevin, Gary Heacox, Dave Schrupp, Aaron Herzog and John Andrews. Also present were City Administrator/Treasurer Mike Lyonais, City Clerk Char Nelson, Public Works Director Ted Strand, and City Engineer Dave Reese. There was one person in the audience.

Mayor Nevin called the meeting to order at 6:00 P.M. and turned the meeting over to Mike Lyonais. Mr. Lyonais reported that Notices of Hearing on Proposed Assessments and amortization schedules were mailed to every affected property owner on September 30, 2019. Notice of meeting was also published in the official newspapers. No written comments were received.

Dave Reese reported that the scope of the project has not changed since the Preliminary Hearing on September 9, 2019. The total amount to be assessed is \$77,291. Of this amount, the City of Crosslake will pay \$55,278 for both road and sewer assessments. The remainder will be paid by six property owners: Four property owners will pay only a road assessment and two property owners will pay only a sewer assessment. Property owners may appeal their assessment within 30 days after the adoption of the assessment. No interest is accrued if the assessment is paid in full by November 24, 2019.

Aaron Herzog asked when the other property owners, that changed the location of the sewer connection, would get hooked up. When the Norway Trail/Brook Street sewer extension takes place, Dale Erickson, Daryl Hankel and Lucy Guttormson will be assessed and be required to hook up.

Dave Nevin questioned the amount of the sewer assessment of \$7,500 and asked if it should be lowered to \$5,000. This is the first project that the City has had since the adoption of the new assessment policy and the Mayor explained that this will set a precedent for future projects. Mayor Nevin suggested that the assessments not be certified to the County until the project is completed. Dave Reese stated that the City has carried the expenses so far and that assessments are the only way for the City to recoup the funds.

Jeff Pepski of 36886 Brook Street addressed the Council to oppose the proposed assessment because he thinks the City should do the sewer extension project all at once. He would like to wait to hook up his sewer connection until the sewer extension project on Brook Street takes place and is concerned that the sewer line will damage trees on his lot. Mr. Pepski has owned the property for 20 years and has a heavy-duty septic system. Dave Reese stated that he would meet with each property owner to determine the best location. Mr. Pepski stated that his septic is working fine, questioned if the remainder of Brook Street will ever get hooked up and suggested that the City have an overall comprehensive plan for sewer extensions.

MOTION 10SP1-01-19 WAS MADE BY JOHN ANDREWS AND SECONDED BY GARY HEACOX TO APPROVE RESOLUTION NO. 19-29 ADOPTING ASSESSMENT FOR DAGGETT BAY ROAD. MOTION CARRIED WITH ALL AYES.

There being no further business at 6:40 P.M., MOTION 10SP1-02-19 WAS MADE BY JOHN ANDREWS AND SECONDED BY GARY HEACOX TO ADJOURN THE MEETING. MOTION CARRIED WITH ALL AYES.

Respectfully Submitted,

Charlene Nelson
City Clerk

B.
3.

SPECIAL COUNCIL MEETING
CITY OF CROSSLAKE
FRIDAY, OCTOBER 25, 2019
2:00 P.M. – CITY HALL

The Council for the City of Crosslake held a Special Meeting on October 25, 2019. The following Council Members were present: Mayor Dave Nevin, Gary Heacox, Dave Schrupp and John Andrews. Aaron Herzog was absent. Also present were City Administrator/Treasurer Mike Lyonais, City Clerk Char Nelson, Public Works Director Ted Strand, Zoning Administrator Jon Kolstad, City Engineers Dave Reese and Phil Martin, and City Attorney Brad Person. There were six people in the audience.

1. Mayor Nevin called the meeting to order at 2:00 P.M.
2. MOTION 10SP2-01-19 WAS MADE BY JOHN ANDREWS AND SECONDED BY GARY HEACOX TO APPROVE BILLS FOR PAYMENT IN THE AMOUNT OF \$54,000.62. MOTION CARRIED WITH ALL AYES.
3. Dave Reese presented the Greater Minnesota Transportation Alternatives Solicitation for grant funding for the proposed parking/pedestrian projects. The funding for this grant is for project construction in fiscal year 2024. Funding requires 20% local match. Phase 1 of the proposed project includes a sidewalk on the east side of CSAH 66 from the intersection of CSAH 66/CSAH 3 to Lake Country Crafts and Cones, a trail on the north side of CSAH 3 from CSAH 66 to Ace Hardware and pedestrian ramps at a cost of approximately \$450,000. Phase 2 includes enhanced crosswalks with street lighting and push button signals, a sidewalk on the south side of CSAH 3 from CSAH 66 to Frandsen Bank, a sidewalk on Pioneer Drive and trails on the land behind Andy's at a cost of approximately \$800,000. The County would participate in the cost for projects on the county roads. The grant will be awarded in the spring. MOTION 10SP2-02-19 WAS MADE BY DAVE SCHRUPP AND SECONDED BY GARY HEACOX TO APPROVE THE LETTER ON INTENT FOR TRANSPORTATION ALTERNATIVE PROJECTS GRANT RELATED TO THE PARKING AND PEDESTRIAN STUDY. MOTION CARRIED WITH ALL AYES.
4. Phil Martin reported that the City applied for a \$315,000 grant through Crow Wing Soil and Water Conservation District for funding of the stormwater project on CSAH 66/CSAH 16. The grant will not be awarded until December. Bolton & Menk needs to continue working on the engineering in order for the project to stay on schedule. It was the consensus of the Council that the City will proceed with the project whether or not the grant is received and that Bolton & Menk can continue with the project. MOTION 10SP2-03-19 WAS MADE BY DAVE SCHRUPP AND SECONDED BY JOHN ANDREWS TO DIRECT STAFF TO CONTACT CROW WING COUNTY AND ASK FOR THEIR PARTICIPATION IN COST FOR CSAH 16 / CSAH 66 STORMWATER PROJECT AT THE SAME LEVEL THAT THEY PARTICIPATED IN THE MANHATTAN POINT/CSAH 66 STORMWATER PROJECT. MOTION CARRIED WITH ALL AYES.

MOTION 10SP2-04-19 WAS MADE BY DAVE SCHRUPP AND SECONDED BY GARY HEACOX TO APPROVE ADDITIONAL PAYMENT UP TO \$5,000 FOR BOLTON & MENK TO CONTINUE DISCUSSIONS WITH PROPERTY OWNERS FOR CSAH 16 / CSAH 66 STORMWATER PROJECT AND TO DIRECT BOLTON & MENK TO BRING

PROPOSAL FOR THESE ENGINEERING SERVICES TO MEETING OF 11/12/19.
MOTION CARRIED WITH ALL AYES.

5. Phil Martin presented the Feasibility Report for CSAH 66 Sanitary Sewer Extension. The total cost of the project is approximately \$1,380,000. The City developed a new assessment policy in August of 2019 that would allow for the assessment of sanitary sewer. Based on appraisals completed by Nagell Appraisal, assessment fees from affected property owners on CSAH 66 from City Hall to Moonlite Square would be approximately \$721,535. Nagell Appraisal offers a range of benefit and the engineer picked the mid-range numbers to determine the value of benefit. Crow Wing County will refund the City the cost of the pavement portion of the project in 2024, when the road was initially scheduled for construction at a cost of approximately \$255,700. There will be no assessment for the road. The proposed assessments do not include connection fees.

As the Council reviewed the mock assessment roll, a lengthy discussion ensued regarding the zoning of properties, how assessments were determined, the rationale of assessments, and how to treat everyone the same. Dave Schrupp noted that the assessment of \$98,000 for the Log Church seems extremely high. Dave Nevin stated that the assessment of \$119,000 for Leo and Dodo Fraser, a single housing unit, seems unreasonable. Attorney Person stated that the Fraser's property is zoned limited commercial so were assessed at a higher rate. The Fraser's could have their property rezoned to residential. Dave Schrupp suggested using the lower end of the appraisal or creating categories for the properties in order to get reasonable assessment amounts. Although the assessments seem low for some commercial properties, the connection fees will be higher because it is based on water usage. Attorney Person noted that the Council must follow its policy and that assessments cannot be charged at a later time. If the City lowers the assessments, the City pays more. The City could choose to not to do the project, change the policy and then start over with project. Dave Reese explained the different methods that can be used to determine assessments. A lengthy discussion ensued regarding the appraisal and value of properties versus assessment. If the City used the lower end of the appraisal to determine limited commercial amounts, the total assessments would be approximately \$478,000. Richard Eide of Moonlite Bay suggested that the Council not rush into this project until they are comfortable with the assessments and to see how the proposed local sales tax could benefit the project. The project was initiated when Moonlite needed to upgrade its septic system, but Mr. Eide does not want the neighbors to be forced into hooking up. MOTION 10SP2-05-19 WAS MADE BY DAVE SCHRUPP AND SECONDED BY JOHN ANDREWS TO TABLE ACTION ON FEASIBILITY REPORT AND DIRECT BOLTON & MENK TO ADJUST ASSESSMENT ROLL AND ADD CONNECTION FEES TO MOCK ASSESSMENT ROLL. MOTION CARRIED WITH ALL AYES.

6. There being no further business at 4:00 P.M., MOTION 10SP2-06-19 WAS MADE BY DAVE NEVIN AND SECONDED BY JOHN ANDREWS TO ADJOURN THE MEETING. MOTION CARRIED WITH ALL AYES.

Respectfully Submitted,

Charlene Nelson
City Clerk

B. 4.

CITY OF CROSSLAKE

11/01/19 11:31 AM

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Month-End Revenue

Current Period: OCTOBER 2019

SRC	SRC Descr	2019 Budget	OCTOBER 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	\$189.18	\$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	\$45,797.68	\$45,797.68	-\$12,797.68	138.78%
33418	Fire State Aid	\$38,000.00	\$0.00	\$1,000.00	\$37,000.00	2.63%
33419	Fire Training Reimbursement	\$5,000.00	\$1,800.00	\$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	\$59.60	\$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	\$8,925.00	\$54,550.00	-\$24,550.00	181.83%
34104	Plat Check Fee/Subdivision Fee	\$1,500.00	\$0.00	\$7,025.00	-\$5,525.00	468.33%
34105	Variances and CUPS/IUPS	\$9,000.00	\$0.00	\$7,500.00	\$1,500.00	83.33%
34106	Sign Permits	\$500.00	\$50.00	\$200.00	\$300.00	40.00%
34107	Assessment Search Fees	\$800.00	\$160.00	\$920.00	-\$120.00	115.00%
34108	Zoning Misc/Penalties	\$0.00	\$2,700.00	\$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	\$2,250.00	\$12,700.00	-\$7,700.00	254.00%
34113	Landscape License Fee	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34114	Zoning Map/Ordinance Amendment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34201	Fire Department Donations	\$200.00	\$0.00	\$5,238.50	-\$5,038.50	2619.25%
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	\$0.00	\$41,050.00	\$13,683.00	75.00%
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	\$300.00	\$2,600.00	-\$1,600.00	260.00%
34700	Park & Rec Donation	\$300.00	\$0.00	\$711.00	-\$411.00	237.00%

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SRC	SRC Descr	2019 Budget	OCTOBER 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	\$15.00	\$819.00	-\$619.00	409.50%
34740	Park Concessions	\$500.00	\$2.00	\$84.00	\$416.00	16.80%
34741	Gen Gov t Concessions	\$100.00	\$50.97	\$773.73	-\$673.73	773.73%
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	\$544.00	\$3,931.00	\$69.00	98.28%
34751	Shelter/Beer/Wine Fees	\$300.00	\$0.00	\$27.00	\$273.00	9.00%
34760	Library Cards	\$500.00	\$53.00	\$1,014.00	-\$514.00	202.80%
34761	Library Donations	\$500.00	\$0.00	\$45.00	\$455.00	9.00%
34762	Library Copies	\$300.00	\$28.00	\$396.50	-\$96.50	132.17%
34763	Library Events	\$5,000.00	\$569.00	\$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	\$0.00	\$11,732.16	-\$8,732.16	391.07%
34770	Silver Sneakers	\$9,000.00	\$1,434.00	\$13,439.00	-\$4,439.00	149.32%
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	\$6.00	\$65.00	\$935.00	6.50%
34805	Aerobics Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34806	Weight Room Fees	\$30,000.00	\$4,126.50	\$33,473.00	-\$3,473.00	111.58%
34807	Volleyball Fees	\$750.00	\$20.00	\$456.00	\$294.00	60.80%
34808	Silver and Fit	\$13,000.00	\$1,098.00	\$9,896.00	\$3,104.00	76.12%
34809	Soccer Fees	\$1,500.00	\$0.00	\$1,835.00	-\$335.00	122.33%
34810	Pickle Ball	\$8,000.00	\$196.00	\$6,962.00	\$1,038.00	87.03%
34910	Transit Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34940	Cemetery Lots	\$3,000.00	\$0.00	\$14,000.00	-\$11,000.00	466.67%
34941	Cemetery Openings	\$3,500.00	\$500.00	\$5,200.00	-\$1,700.00	148.57%
34942	Cemetery Other	\$450.00	\$0.00	\$800.00	-\$350.00	177.78%
34950	Public Works Revenue	\$1,500.00	\$74.00	\$2,166.64	-\$666.64	144.44%
34952	County Joint Facility Payments	\$45,000.00	\$5,574.17	\$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	\$2,064.50	\$14,420.57	-\$4,420.57	144.21%
35103	Library Fines	\$600.00	\$30.00	\$279.59	\$320.41	46.60%
35105	Restitution Receipts	\$1,000.00	\$798.50	\$4,442.73	-\$3,442.73	444.27%
36200	Miscellaneous Revenues	\$5,000.00	\$195.22	\$2,031.66	\$2,968.34	40.63%
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	\$18,845.66	\$158,504.97	-\$98,004.97	261.99%
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%

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SRC	SRC Descr	2019 Budget	OCTOBER 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	\$98,455.98	\$2,677,732.99	\$1,823,416.01	59.49%
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%

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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%

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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 - Johnie/Rober	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36251	Sp Assess Int - Johnie/Robert	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36252	Sp Assess Prin - Brita/Pinevie	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36253	Sp Assess Int - Brita/Pineview	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36254	Sp Assess Prin-Bridges	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36255	Sp Assess Int-Bridges	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
38052	Telephone Miscellaneous Rev	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39230	Proceeds - 2006 Series B Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39300	Proceeds-Gen Long-term Debt	\$0.00	\$0.00	\$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%

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Month-End Revenue

Current Period: OCTOBER 2019

SRC	SRC Descr	2019 Budget	OCTOBER 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%

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Month-End Revenue

Current Period: OCTOBER 2019

SRC	SRC Descr	2019 Budget	OCTOBER 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	\$9,214.29	\$9,214.29	-\$9,214.29	0.00%
34410	Unallocated Reserves	\$0.00	-\$13.71	-\$47.18	\$47.18	0.00%
36104	Penalty & Interest	\$1,000.00	\$114.14	\$1,711.72	-\$711.72	171.17%
36200	Miscellaneous Revenues	\$1,000.00	\$1,151.20	\$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	\$24,425.27	\$244,281.07	\$15,718.93	93.95%
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	\$34,891.19	\$263,999.10	\$1,198,000.90	18.06%

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Month-End Revenue

Current Period: OCTOBER 2019

SRC	SRC Descr	2019 Budget	OCTOBER 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	\$133,347.17	\$7,133,140.77	-\$536,588.77	108.13%

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CITY OF CROSSLAKE
Month End Expenditures
 Current Period: OCTOBER 2019

OBJ	OBJ Descr	2019 Budget	OCTOBER 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	\$22,420.00	\$4,580.00	83.04%
122	FICA	\$2,066.00	\$172.15	\$1,715.38	\$350.62	83.03%
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	\$25,024.10	\$8,028.90	75.71%
DEPT 41400 Administration						
100	Wages and Salaries Dept Head	\$97,351.00	\$11,372.40	\$83,477.60	\$13,873.40	85.75%
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	\$8,446.00	\$62,060.00	\$10,753.00	85.23%
121	PERA	\$12,762.00	\$1,486.38	\$10,915.29	\$1,846.71	85.53%
122	FICA	\$13,017.00	\$1,387.11	\$10,008.69	\$3,008.31	76.89%
131	Employer Paid Health	\$39,245.00	\$3,270.40	\$32,860.00	\$6,385.00	83.73%
132	Employer Paid Disability	\$1,440.00	\$126.41	\$1,264.18	\$175.82	87.79%
133	Employer Paid Dental	\$2,064.00	\$172.00	\$1,720.00	\$344.00	83.33%
134	Employer Paid Life	\$134.00	\$10.40	\$110.40	\$23.60	82.39%
136	Deferred Compensation	\$1,300.00	\$150.00	\$1,100.00	\$200.00	84.62%
151	Workers Comp Insurance	\$2,244.00	\$0.00	\$1,287.00	\$957.00	57.35%
152	Health Savings Account Contrib	\$12,000.00	\$3,000.00	\$12,000.00	\$0.00	100.00%
200	Office Supplies	\$1,800.00	\$494.56	\$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	\$30.00	\$674.02	\$825.98	44.93%
220	Repair/Maint Supply - Equip	\$3,834.00	\$292.66	\$3,444.94	\$389.06	89.85%
301	Auditing and Acct g Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$4,000.00	\$260.79	\$2,363.45	\$1,636.55	59.09%
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	\$0.00	\$8.00	\$92.00	8.00%
500	Capital Outlay	\$4,221.00	\$0.00	\$928.33	\$3,292.67	21.99%
600	Principal	\$835.00	\$70.22	\$695.70	\$139.30	83.32%
610	Interest	\$29.00	\$1.78	\$24.30	\$4.70	83.79%
DEPT 41400 Administration		\$282,089.00	\$30,571.11	\$229,747.41	\$52,341.59	81.45%
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	OCTOBER 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	\$30.40	\$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	\$30.40	\$30.40	\$5,169.60	0.58%
DEPT 41600 Audit/Legal Services						
301	Auditing and Acct g Services	\$32,000.00	\$0.00	\$26,777.00	\$5,223.00	83.68%
304	Legal Fees (Civil)	\$7,000.00	\$675.00	\$5,907.50	\$1,092.50	84.39%
307	Legal Fees (Labor)	\$10,000.00	\$344.00	\$4,191.77	\$5,808.23	41.92%
DEPT 41600 Audit/Legal Services		\$49,000.00	\$1,019.00	\$36,876.27	\$12,123.73	75.26%
DEPT 41910 Planning and Zoning						
100	Wages and Salaries Dept Head	\$0.00	\$6,788.40	\$6,788.40	-\$6,788.40	0.00%
101	Assistant	\$0.00	\$3,979.21	\$3,979.21	-\$3,979.21	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	\$807.57	\$807.57	-\$807.57	0.00%
122	FICA	\$0.00	\$747.88	\$747.88	-\$747.88	0.00%
131	Employer Paid Health	\$0.00	\$2,452.80	\$2,484.59	-\$2,484.59	0.00%
132	Employer Paid Disability	\$0.00	\$46.80	\$46.80	-\$46.80	0.00%
133	Employer Paid Dental	\$0.00	\$43.00	\$43.00	-\$43.00	0.00%
134	Employer Paid Life	\$0.00	\$5.20	\$5.20	-\$5.20	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	\$6,000.00	\$6,000.00	-\$6,000.00	0.00%
200	Office Supplies	\$700.00	\$386.58	\$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	\$71.58	\$618.72	\$881.28	41.25%
212	Motor Fuels	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
220	Repair/Maint Supply - Equip	\$3,934.00	\$292.67	\$1,855.03	\$2,078.97	47.15%
221	Repair/Maint Vehicles 306	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
262	Unif Tony/Jon	\$0.00	\$229.95	\$229.95	-\$229.95	0.00%
264	Unif Bobby/Cheryl	\$0.00	\$420.00	\$420.00	-\$420.00	0.00%
303	Engineering Fees	\$2,500.00	\$0.00	\$330.00	\$2,170.00	13.20%
304	Legal Fees (Civil)	\$5,000.00	\$150.00	\$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	\$213.87	\$1,857.09	\$1,642.91	53.06%
322	Postage	\$500.00	\$0.00	\$408.51	\$91.49	81.70%
331	Travel Expenses	\$1,000.00	\$131.08	\$131.08	\$868.92	13.11%
332	Travel Expense- P&Z Comm	\$1,500.00	\$595.00	\$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	\$148.75	\$1,227.89	\$772.11	61.39%
352	Filing Fees	\$1,500.00	\$92.00	\$644.00	\$856.00	42.93%
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	\$0.00	\$0.00	\$500.00	0.00%
433	Dues and Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
441	Enhanced 911	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
443	Sales Tax	\$0.00	\$1.00	\$12.00	-\$12.00	0.00%

OBJ	OBJ Descr	2019 Budget	OCTOBER 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
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	\$13,638.00	\$14,566.33	-\$10,345.33	345.09%
600	Principal	\$835.00	\$70.22	\$695.70	\$139.30	83.32%
610	Interest	\$29.00	\$1.78	\$24.30	\$4.70	83.79%
DEPT 41910 Planning and Zoning		\$237,463.00	\$37,313.34	\$203,170.31	\$34,292.69	85.56%
DEPT 41940 General Government						
131	Employer Paid Health	\$0.00	\$0.00	\$599.81	-\$599.81	0.00%
133	Employer Paid Dental	\$125.00	\$41.55	\$493.65	-\$368.65	394.92%
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	\$333.00	\$2,997.12	-\$497.12	119.88%
220	Repair/Maint Supply - Equip	\$0.00	\$0.00	\$248.20	-\$248.20	0.00%
223	Bldg Repair Suppl/Maintenance	\$4,000.00	\$25.86	\$2,075.58	\$1,924.42	51.89%
235	Signs	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
254	Concessions - Pop	\$300.00	\$35.32	\$417.44	-\$117.44	139.15%
302	Architects Fees	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
303	Engineering Fees	\$750.00	\$5,017.50	\$27,492.65	-\$26,742.65	3665.69%
316	Security Monitoring	\$800.00	\$350.00	\$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	\$72.25	\$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	\$727.00	\$8,475.00	\$6,025.00	58.45%
383	Gas Utilities	\$4,500.00	\$86.11	\$2,183.43	\$2,316.57	48.52%
384	Refuse/Garbage Disposal	\$500.00	\$51.72	\$192.06	\$307.94	38.41%
385	Sewer Utility	\$600.00	\$50.00	\$750.00	-\$150.00	125.00%
389	Generator Expense	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
405	Cleaning Services	\$9,600.00	\$707.50	\$7,075.00	\$2,525.00	73.70%
430	Miscellaneous	\$2,500.00	\$1,426.00	\$10,200.98	-\$7,700.98	408.04%
433	Dues and Subscriptions	\$3,500.00	\$0.00	\$5,221.40	-\$1,721.40	149.18%
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	\$0.00	\$0.00	\$15,000.00	0.00%
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	\$8,923.81	\$130,383.45	\$67,491.55	65.89%

OBJ	OBJ Descr	2019 Budget	OCTOBER 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
DEPT 42110 Police Administration						
100	Wages and Salaries Dept Head	\$85,815.00	\$9,801.78	\$71,378.08	\$14,436.92	83.18%
101	Assistant	\$62,014.00	\$7,680.00	\$57,796.58	\$4,217.42	93.20%
103	Tech 1	\$51,042.00	\$5,866.88	\$42,524.44	\$8,517.56	83.31%
108	Tech 3	\$10,000.00	\$434.50	\$6,420.18	\$3,579.82	64.20%
110	Tech 4	\$24,232.00	\$5,799.88	\$23,844.01	\$387.99	98.40%
112	Tech 5	\$64,689.00	\$6,957.90	\$48,758.79	\$15,930.21	75.37%
113	Tech 6	\$64,272.00	\$7,183.42	\$50,321.07	\$13,950.93	78.29%
121	PERA	\$61,370.00	\$7,411.29	\$50,622.50	\$10,747.50	82.49%
122	FICA	\$5,250.00	\$592.66	\$3,934.59	\$1,315.41	74.94%
131	Employer Paid Health	\$105,965.00	\$6,868.80	\$65,712.40	\$40,252.60	62.01%
132	Employer Paid Disability	\$2,721.00	\$269.69	\$2,505.40	\$215.60	92.08%
133	Employer Paid Dental	\$4,926.00	\$357.72	\$3,411.00	\$1,515.00	69.24%
134	Employer Paid Life	\$403.00	\$31.20	\$303.20	\$99.80	75.24%
136	Deferred Compensation	\$1,300.00	\$150.00	\$1,100.00	\$200.00	84.62%
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	\$6,750.00	\$27,000.00	\$0.00	100.00%
200	Office Supplies	\$300.00	\$88.71	\$139.06	\$160.94	46.35%
208	Instruction Fees	\$5,000.00	\$61.13	\$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	\$1,368.14	\$11,670.76	\$6,329.24	64.84%
214	Auto Expense- Squad 301	\$500.00	\$0.00	\$61.60	\$438.40	12.32%
216	Auto Expense- Squad 305	\$1,200.00	\$62.11	\$803.15	\$396.85	66.93%
217	Auto Expense- Squad 303	\$1,000.00	\$33.34	\$802.67	\$197.33	80.27%
218	Auto Expense- Squad 302	\$1,000.00	\$0.00	\$9,500.53	-\$8,500.53	950.05%
219	Auto Expense- Squad 304	\$500.00	\$0.00	\$1,023.72	-\$523.72	204.74%
220	Repair/Maint Supply - Equip	\$15,000.00	\$538.66	\$7,389.66	\$7,610.34	49.26%
221	Repair/Maint Vehicles 306	\$2,000.00	\$30.67	\$1,666.36	\$333.64	83.32%
258	Unif FIRE/Ted/Corey	\$675.00	\$0.00	\$0.00	\$675.00	0.00%
259	Unif Erik/Joe	\$675.00	\$203.98	\$496.95	\$178.05	73.62%
260	Unif Eric & Nate	\$675.00	\$50.75	\$245.94	\$429.06	36.44%
261	Unif Jake/TJ/Seth	\$675.00	\$525.62	\$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	\$87.56	\$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	\$23,145.69	\$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	\$259.98	\$259.98	-\$259.98	0.00%
320	Communications	\$2,800.00	\$284.11	\$2,441.17	\$358.83	87.18%
321	Communications-Cellular	\$5,400.00	\$542.56	\$4,114.54	\$1,285.46	76.20%
322	Postage	\$200.00	\$22.21	\$90.43	\$109.57	45.22%
331	Travel Expenses	\$2,500.00	\$518.89	\$1,523.44	\$976.56	60.94%
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	\$29.60	\$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	OCTOBER 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	\$23.92	\$53,161.09	\$6,838.91	88.60%
600	Principal	\$139.00	\$11.70	\$115.95	\$23.05	83.42%
610	Interest	\$5.00	\$0.30	\$4.05	\$0.95	81.00%
DEPT 42110 Police Administration		\$747,604.00	\$94,045.35	\$633,904.10	\$113,699.90	84.79%
DEPT 42280 Fire Administration						
100	Wages and Salaries Dept Head	\$6,000.00	\$1,200.00	\$10,600.00	-\$4,600.00	176.67%
101	Assistant	\$1,200.00	\$100.00	\$1,000.00	\$200.00	83.33%
106	Training	\$2,100.00	\$75.00	\$750.00	\$1,350.00	35.71%
107	Services	\$72,000.00	\$6,558.00	\$70,976.50	\$1,023.50	98.58%
122	FICA	\$6,219.00	\$606.86	\$6,374.60	-\$155.60	102.50%
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	\$1,605.00	\$17,136.00	-\$8,636.00	201.60%
209	Physicals	\$3,500.00	\$0.00	\$2,529.00	\$971.00	72.26%
210	Operating Supplies	\$3,000.00	\$469.81	\$8,798.69	-\$5,798.69	293.29%
212	Motor Fuels	\$500.00	\$0.00	\$524.44	-\$24.44	104.89%
213	Diesel Fuel	\$2,500.00	\$83.59	\$798.42	\$1,701.58	31.94%
220	Repair/Maint Supply - Equip	\$3,000.00	\$130.00	\$4,141.29	-\$1,141.29	138.04%
221	Repair/Maint Vehicles 306	\$9,000.00	\$2,332.12	\$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	\$247.67	\$332.67	\$2,167.33	13.31%
233	FIRE PREVENTION	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
240	Small Tools and Minor Equip	\$1,500.00	\$946.13	\$1,493.60	\$6.40	99.57%
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	\$27.00	\$9.00	75.00%
321	Communications-Cellular	\$2,464.00	\$241.08	\$2,804.33	-\$340.33	113.81%
322	Postage	\$25.00	\$0.00	\$1.30	\$23.70	5.20%
331	Travel Expenses	\$6,000.00	\$1,023.61	\$5,207.71	\$792.29	86.80%
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	\$0.00	\$918.00	\$582.00	61.20%
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	\$849.00	\$7,851.00	\$17,149.00	31.40%
492	FDRA State Aid	\$38,000.00	\$0.00	\$1,000.00	\$37,000.00	2.63%
500	Capital Outlay	\$7,500.00	\$1,149.43	\$14,659.45	-\$7,159.45	195.46%
550	Capital Outlay - Vehicles	\$265,000.00	\$0.00	\$71,000.00	\$194,000.00	26.79%
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	\$17,620.30	\$272,656.14	\$222,264.86	55.09%
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	\$9,900.00	\$3,300.00	75.00%
DEPT 42500 Ambulance Services		\$15,000.00	\$1,100.00	\$10,365.00	\$4,635.00	69.10%

OBJ	OBJ Descr	2019 Budget	OCTOBER 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	\$6,171.64	\$47,656.03	\$11,763.97	80.20%
104	Tech 2	\$60,533.00	\$5,656.83	\$45,756.35	\$14,776.65	75.59%
105	Part-time	\$0.00	\$0.00	\$1,582.43	-\$1,582.43	0.00%
108	Tech 3	\$54,790.00	\$6,191.87	\$45,014.04	\$9,775.96	82.16%
121	PERA	\$13,106.00	\$1,351.52	\$10,381.98	\$2,724.02	79.22%
122	FICA	\$13,368.00	\$1,229.44	\$9,349.31	\$4,018.69	69.94%
131	Employer Paid Health	\$47,098.00	\$4,905.60	\$49,290.00	-\$2,192.00	104.65%
132	Employer Paid Disability	\$1,212.00	\$103.56	\$1,035.60	\$176.40	85.45%
133	Employer Paid Dental	\$2,463.00	\$258.00	\$2,580.00	-\$117.00	104.75%
134	Employer Paid Life	\$202.00	\$15.60	\$165.60	\$36.40	81.98%
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	\$4,500.00	\$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	\$145.00	\$795.00	\$705.00	53.00%
210	Operating Supplies	\$1,200.00	\$1,016.71	\$1,501.24	-\$301.24	125.10%
212	Motor Fuels	\$8,000.00	\$807.82	\$6,483.95	\$1,516.05	81.05%
213	Diesel Fuel	\$15,000.00	\$398.44	\$6,717.49	\$8,282.51	44.78%
215	Shop Supplies	\$2,750.00	\$263.23	\$1,127.11	\$1,622.89	40.99%
220	Repair/Maint Supply - Equip	\$18,000.00	\$9,059.74	\$40,054.12	-\$22,054.12	222.52%
221	Repair/Maint Vehicles 306	\$15,000.00	\$0.00	\$10,631.07	\$4,368.93	70.87%
222	Tires	\$1,500.00	\$0.00	\$1,017.55	\$482.45	67.84%
223	Bldg Repair Suppl/Maintenance	\$4,500.00	\$1,345.37	\$9,182.72	-\$4,682.72	204.06%
224	Street Maint Materials	\$20,000.00	\$1,467.24	\$27,807.62	-\$7,807.62	139.04%
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	\$204.98	\$3,182.12	-\$182.12	106.07%
240	Small Tools and Minor Equip	\$2,500.00	\$191.57	\$3,518.49	-\$1,018.49	140.74%
254	Concessions - Pop	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
259	Unif Erik/Joe	\$300.00	\$171.33	\$351.32	-\$51.32	117.11%
260	Unif Eric & 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	\$11,782.20	\$31,129.52	-\$6,129.52	124.52%
304	Legal Fees (Civil)	\$1,000.00	\$0.00	\$150.00	\$850.00	15.00%
314	Surveyor	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
316	Security Monitoring	\$200.00	\$49.35	\$197.40	\$2.60	98.70%
320	Communications	\$1,600.00	\$112.55	\$1,009.74	\$590.26	63.11%
322	Postage	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
331	Travel Expenses	\$1,000.00	\$0.00	\$980.04	\$19.96	98.00%
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	\$599.11	\$8,006.87	\$5,993.13	57.19%
383	Gas Utilities	\$6,000.00	\$115.41	\$2,534.83	\$3,465.17	42.25%
384	Refuse/Garbage Disposal	\$1,000.00	\$95.07	\$1,029.11	-\$29.11	102.91%
385	Sewer Utility	\$400.00	\$23.50	\$305.50	\$94.50	76.38%
405	Cleaning Services	\$3,700.00	\$235.00	\$2,115.00	\$1,585.00	57.16%
413	Office Equipment Rental/Repair	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
415	Equipment Rental	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
430	Miscellaneous	\$1,000.00	\$1,725.00	\$3,669.34	-\$2,669.34	366.93%

OBJ	OBJ Descr	2019 Budget	OCTOBER 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
433	Dues and Subscriptions	\$0.00	\$0.00	\$10.00	-\$10.00	0.00%
442	Safety Prog/Equipment	\$1,000.00	\$0.00	\$1,209.81	-\$209.81	120.98%
443	Sales Tax	\$100.00	\$0.00	\$28.00	\$72.00	28.00%
450	Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
454	Joint Facility County Expense	\$45,000.00	\$1,775.43	\$26,060.04	\$18,939.96	57.91%
500	Capital Outlay	\$65,000.00	\$6,054.43	\$105,250.69	-\$40,250.69	161.92%
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	\$9,608.53	\$58,084.66	\$308,602.34	15.84%
581	Capital Outlay -Seal Coat	\$252,355.00	\$93,119.45	\$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	\$170,750.52	\$760,354.56	\$811,833.44	48.36%
DEPT 43100 Cemetery						
210	Operating Supplies	\$940.00	\$0.00	\$46.82	\$893.18	4.98%
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	\$4.10	\$95.11	\$254.89	27.17%
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	\$4.10	\$976.24	\$2,023.76	32.54%
DEPT 45100 Park and Recreation (GENERAL)						
100	Wages and Salaries Dept Head	\$61,294.00	\$7,170.00	\$52,660.00	\$8,634.00	85.91%
101	Assistant	\$43,680.00	\$5,277.96	\$38,785.04	\$4,894.96	88.79%
103	Tech 1	\$28,588.00	\$3,620.40	\$26,548.66	\$2,039.34	92.87%
104	Tech 2	\$5,455.00	\$0.00	\$0.00	\$5,455.00	0.00%
105	Part-time	\$43,680.00	\$4,030.00	\$34,311.90	\$9,368.10	78.55%
108	Tech 3	\$37,170.00	\$0.00	\$904.07	\$36,265.93	2.43%
121	PERA	\$16,081.00	\$1,345.39	\$9,973.79	\$6,107.21	62.02%
122	FICA	\$16,820.00	\$1,479.30	\$11,247.86	\$5,572.14	66.87%
131	Employer Paid Health	\$19,622.00	\$654.40	\$6,575.20	\$13,046.80	33.51%
132	Employer Paid Disability	\$1,174.00	\$99.14	\$963.23	\$210.77	82.05%
133	Employer Paid Dental	\$4,128.00	\$205.24	\$2,095.40	\$2,032.60	50.76%
134	Employer Paid Life	\$269.00	\$15.60	\$171.20	\$97.80	63.64%
136	Deferred Compensation	\$650.00	\$75.00	\$550.00	\$100.00	84.62%
140	Unemployment	\$5,000.00	\$26.64	\$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	\$0.00	\$2,250.00	\$3,750.00	37.50%
200	Office Supplies	\$200.00	\$16.99	\$64.17	\$135.83	32.09%
208	Instruction Fees	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
210	Operating Supplies	\$3,200.00	\$259.49	\$2,485.99	\$714.01	77.69%
212	Motor Fuels	\$2,000.00	\$95.85	\$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	\$150.00	\$5,314.54	-\$2,314.54	177.15%
221	Repair/Maint Vehicles 306	\$2,000.00	\$88.72	\$921.61	\$1,078.39	46.08%

OBJ	OBJ Descr	2019 Budget	OCTOBER 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
223	Bldg Repair Suppl/Maintenance	\$15,000.00	\$1,205.85	\$10,508.90	\$4,491.10	70.06%
231	Chemicals	\$5,000.00	\$438.26	\$3,138.24	\$1,861.76	62.76%
235	Signs	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
254	Concessions - Pop	\$300.00	\$0.00	\$32.91	\$267.09	10.97%
255	Concessions - Food	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
258	Unif FIRE/Ted/Corey	\$300.00	\$105.00	\$206.77	\$93.23	68.92%
261	Unif Jake/TJ/Seth	\$300.00	\$108.66	\$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	\$2,793.75	\$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	\$0.00	\$353.41	\$646.59	35.34%
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	\$601.80	\$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	\$421.22	\$3,753.69	-\$253.69	107.25%
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	\$15.66	\$605.46	\$394.54	60.55%
335	Background Checks	\$150.00	\$15.00	\$195.00	-\$45.00	130.00%
340	Advertising	\$500.00	\$247.25	\$766.55	-\$266.55	153.31%
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	\$1,473.63	\$14,274.47	\$2,725.53	83.97%
383	Gas Utilities	\$8,000.00	\$310.60	\$5,903.46	\$2,096.54	73.79%
384	Refuse/Garbage Disposal	\$800.00	\$81.70	\$735.30	\$64.70	91.91%
403	Improvements Other Than Bldgs	\$3,800.00	\$1,066.63	\$1,932.36	\$1,867.64	50.85%
413	Office Equipment Rental/Repair	\$700.00	\$28.13	\$160.63	\$539.37	22.95%
415	Equipment Rental	\$500.00	\$0.00	\$330.00	\$170.00	66.00%
430	Miscellaneous	\$800.00	\$162.00	\$1,462.94	-\$662.94	182.87%
433	Dues and Subscriptions	\$500.00	\$0.00	\$1,688.41	-\$1,188.41	337.68%
442	Safety Prog/Equipment	\$1,500.00	\$0.00	\$80.34	\$1,419.66	5.36%
443	Sales Tax	\$1,600.00	\$266.00	\$3,046.00	-\$1,446.00	190.38%
445	Sr Meals Expense	\$400.00	\$0.00	\$94.49	\$305.51	23.62%
448	Weight Room Ins Reimbur	\$150.00	\$9.00	\$99.50	\$50.50	66.33%
450	Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
452	Refund	\$150.00	\$0.00	\$409.75	-\$259.75	273.17%
453	80 Acre Development Expense	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
457	Weight Room Expenses	\$2,000.00	\$21.56	\$435.07	\$1,564.93	21.75%
459	PAL Foundation Expenditures	\$3,000.00	\$297.91	\$9,456.26	-\$6,456.26	315.21%
461	Silver Sneakers	\$6,500.00	\$1,170.00	\$7,878.00	-\$1,378.00	121.20%
481	Park Master Plan	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$94,799.00	\$0.00	\$8,895.87	\$85,903.13	9.38%
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	\$64.18	\$921.21	-\$401.21	177.16%
610	Interest	\$0.00	\$6.57	\$20.02	-\$20.02	0.00%

OBJ	OBJ Descr	2019 Budget	OCTOBER 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
DEPT 45100	Park and Recreation (GENERA	\$518,648.00	\$35,520.48	\$302,331.56	\$216,316.44	58.29%
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	\$750.00	\$750.00	\$5,250.00	12.50%
201	Library Operating Supplies	\$2,000.00	\$19.99	\$324.54	\$1,675.46	16.23%
202	Library Subscriptions	\$500.00	\$0.00	\$512.72	-\$12.72	102.54%
203	Library Books	\$5,000.00	\$633.91	\$5,493.55	-\$493.55	109.87%
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	\$35.64	\$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	\$66.09	\$563.29	\$436.71	56.33%
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	\$20.00	\$40.78	\$459.22	8.16%
430	Miscellaneous	\$1,000.00	\$0.00	\$1,594.44	-\$594.44	159.44%
433	Dues and Subscriptions	\$0.00	\$0.00	\$435.34	-\$435.34	0.00%
443	Sales Tax	\$100.00	\$45.00	\$307.00	-\$207.00	307.00%
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	\$41.96	\$854.65	-\$334.65	164.36%
610	Interest	\$0.00	\$4.29	\$13.08	-\$13.08	0.00%
DEPT 45500	Library	\$82,130.00	\$1,616.88	\$20,649.57	\$61,480.43	25.14%
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	OCTOBER 2019 Amt	2019 YTD Amt	2019 YTD Balance	%YTD Budget
DEPT 48000 Recycling						
384	Refuse/Garbage Disposal	\$32,340.00	\$2,433.00	\$24,330.00	\$8,010.00	75.23%
388	Recycling Expenses	\$400.00	\$100.00	\$150.00	\$250.00	37.50%
430	Miscellaneous	\$3,240.00	\$262.00	\$2,620.00	\$620.00	80.86%
DEPT 48000 Recycling		\$35,980.00	\$2,795.00	\$27,100.00	\$8,880.00	75.32%
FUND 101 GENERAL FUND		\$4,484,104.00	\$403,732.44	\$2,863,474.61	\$1,620,629.39	63.86%
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	OCTOBER 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	\$0.00	\$0.00	\$142,000.00	0.00%
610	Interest	\$5,740.00	\$0.00	\$2,870.00	\$2,870.00	50.00%
620	Fiscal Agent s Fees	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
DEPT 47015 47015 Series 2015B		\$148,040.00	\$0.00	\$2,870.00	\$145,170.00	1.94%
FUND 301 DEBT SERVICE FUND		\$166,585.00	\$0.00	\$19,910.63	\$146,674.37	11.95%
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	\$195,007.35	\$534,917.98	-\$534,917.98	0.00%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$24,500.00	-\$24,500.00	0.00%
616	Bond Discount	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47012 2006 Series C Equipment Cert		\$0.00	\$195,007.35	\$559,417.98	-\$559,417.98	0.00%
DEPT 49300 Other Finanacing Uses						

OBJ	OBJ Descr	2019 Budget	OCTOBER 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	\$195,007.35	\$559,417.98	-\$559,417.98	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	OCTOBER 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	OCTOBER 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	\$9,444.40	\$70,358.03	\$10,568.97	86.94%
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	\$708.33	\$5,161.34	\$908.66	85.03%
122	FICA	\$6,191.00	\$667.90	\$4,691.60	\$1,499.40	75.78%
131	Employer Paid Health	\$19,622.00	\$1,635.20	\$16,430.00	\$3,192.00	83.73%
132	Employer Paid Disability	\$740.00	\$61.66	\$616.60	\$123.40	83.32%
133	Employer Paid Dental	\$1,032.00	\$86.00	\$860.00	\$172.00	83.33%
134	Employer Paid Life	\$67.00	\$5.20	\$55.20	\$11.80	82.39%
136	Deferred Compensation	\$650.00	\$75.00	\$550.00	\$100.00	84.62%
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	\$1,500.00	\$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	\$31.83	\$1,293.91	\$2,206.09	36.97%
212	Motor Fuels	\$2,000.00	\$49.98	\$64.49	\$1,935.51	3.22%

OBJ	OBJ Descr	2019 Budget	OCTOBER 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	\$3,322.50	\$23,473.95	-\$13,473.95	234.74%
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	\$436.45	\$2,455.91	\$1,544.09	61.40%
229	Oper/Maint - Lift Station	\$12,000.00	\$18,556.99	\$23,263.06	-\$11,263.06	193.86%
230	Repair/Maint - Collection Syst	\$7,000.00	\$0.00	\$5,575.69	\$1,424.31	79.65%
231	Chemicals	\$18,000.00	\$350.17	\$12,986.61	\$5,013.39	72.15%
258	Unif FIRE/Ted/Corey	\$300.00	\$0.00	\$276.96	\$23.04	92.32%
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	\$163.40	\$1,458.05	\$3,097.95	32.00%
321	Communications-Cellular	\$1,600.00	\$89.76	\$742.24	\$857.76	46.39%
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	\$2,860.76	\$28,957.35	-\$1,957.35	107.25%
383	Gas Utilities	\$3,000.00	\$56.64	\$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	\$673.20	\$8,188.37	\$6,811.63	54.59%
407	Sludge Disposal	\$20,000.00	\$17,400.00	\$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	\$0.00	\$776.00	-\$476.00	258.67%
442	Safety Prog/Equipment	\$1,500.00	\$16.99	\$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	\$78,846.47	\$85,412.62	\$1,214,587.38	6.57%
553	Capital Outlay - Other	\$0.00	\$8,055.50	\$13,445.50	-\$13,445.50	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	\$145,094.33	\$357,749.19	\$1,445,215.81	19.84%
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	\$145,094.33	\$357,749.19	\$1,445,215.81	19.84%
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	OCTOBER 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	\$743,834.12	\$4,129,427.87	\$2,666,581.13	60.76%

B.6.

City of Crosslake - Preliminary 10/31/2019 Preliminary Budget to Actual Analysis (Remove Debt Service, Capital Outlay and Operating Transfers)					
Description	2019 Budget	31-Oct-19	2019 YTD Amount	2019 YTD Balance	2019 %YTD Budget
Total Expense (From Month End Report For October 31, 2019)	\$ 6,796,009	\$ 743,834	\$ 4,128,428	\$ 2,667,581	60.75%
Adjustments:					
<u>Less: All DS Issues</u>					
(101-41400-600) Administration: Copier Lease	(864)	(72)	(720)	(144)	83.33%
(101-41910-600) Planning and Zoning: Copier Lease	(864)	(72)	(720)	(144)	83.33%
(101-42110-600) Police: Copier Lease	(144)	(12)	(120)	(24)	83.33%
(101-45100-600) Parks and Rec.: Copier Lease	(520)	(71)	(941)	421	181.01%
(101-45500-600) Library: Copier Lease	(520)	(46)	(868)	348	166.87%
(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)	0	0	(142,000)	0.00%
(301-47015-610) 2015 Series B - Interest	(5,740)	0	(2,870)	(2,870)	50.00%
(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)	(273)	(549,595)	(142,210)	79.44%
<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)	(13,638)	(14,566)	10,345	345.09%
(101-41940-500) General Government Capital Outlay	(65,000)	(195,007)	(566,113)	501,113	870.94%
(101-42110-500) Police Administration Capital Outlay	(4,683)	-	(829)	(3,854)	17.70%
(101-42110-550) Police Administration Capital Outlay - Vehicles	(60,000)	(24)	(53,161)	(6,839)	88.60%
(101-42280-500) Fire Administration - Capital Outlay	(15,000)	(1,149)	(32,139)	17,139	214.26%
(101-42280-550) Fire Administration - Capital Outlay - Vehicles	(265,000)	-	(71,000)	(194,000)	26.79%
(101-43000-500) Public Works - Capital Outlay	(1,010,042)	(108,782)	(295,055)	(714,987)	29.21%
(101-43100-500) Cemetery - Capital Outlay	(1,000)	-	-	(1,000)	0.00%
(101-45100-500) Parks and Recreation - Capital Outlay	(94,799)	-	(8,896)	(85,903)	9.38%
(101-45500-500) Library	(3,298)	-	(4,659)	1,361	0.00%
(601-43200-500) Sewer - Capital Outlay	(1,300,000)	(86,902)	(98,858)	(1,201,142)	7.60%
Total Capital Outlay	(2,827,264)	(405,503)	(1,146,205)	(1,681,059)	40.54%
<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	\$ 338,058	\$ 2,432,628	\$ 619,312	79.71%
Linear Assumption (10 Month/12 Months) = 83.33%					
	83.33%	\$ 5,663,341			-3.63%



CROSSLAKE POLICE DEPARTMENT

MONTHLY REPORT

October

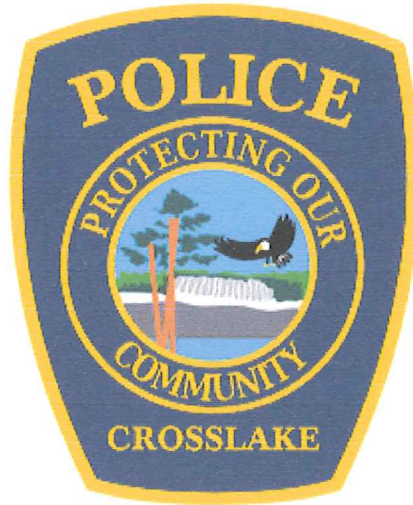
2019

**Crosslake Police Department
Monthly Report
October 2019**

Agency Assist	18
Alarm	26
Animal Complaint	4
Assault	1
ATV	1
Burning Complaint	1
Civil Problem	1
Criminal Sexual Cond	1
Damage To Property	1
Disturbance	2
Domestic	2
Ems	19
Extra Patrol	1
Fire	4
Found Property	1
Hazard In Road	4
Housewatch	4
Information	5
Lost Property	1
Motorist Assist	3
Parking Complaint	4
Property Damage Acc	5
Public Assist	4
Scam/Con	2
Suspicious Activity	6
Suspicious Person	1
Suspicious Vehicle	3
Theft	3
Threats	1
Traffic Citations	6
Traffic Warnings	57

Total 192

B.8.



CROSSLAKE POLICE DEPARTMENT

MISSION TOWNSHIP MONTHLY REPORT

October
2019

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

Agency Assist	4
Animal Complaint	1
ATV	1
Disturbance	1
Ems	2
Hazard In Road	1
Housewatch	3
Traffic Citations	6
Traffic Warnings	34
Total	53



Crosslake Fire Department

Date: October 2019

B.9.

Incidents

Description of Incident	Calls	YTD
3 - Rescue & Emergency Medical Services		
311 - Medical Assist - Assist EMS Crew	20	213
300 - Rescue, EMS Incident		10
322 - Motor Vehicle Accident with Injuries		10
324 - Motor Vehicle Accident with No Injuries		2
340 - Search for Lost Person	1	3
362 - Ice Rescue		
326 - Snowmobile Accident With Injuries		
Total:	21	238
1 - Fire		
111 - Building Fire		1
111 - Building Fire (Mutual Aid)		3
114 - Chimney Fire		1
112/118/113 - Fire Other		1
143 - Grass Fire/Wildland Fire	1	9
130/131/142 - Mobile Property/Automobile Fire/Off Road Vehicle	2	2
Total:	3	17
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	2	20
Total:	2	22
6 - Good Intent Call		
611 - Dispatched and Cancelled en route	2	18
600 - Good Intent Call		2
651 - Smoke scare, Odor of smoke	1	3
Total:	3	23
7 - False Alarm & False Call		
743 - Smoke Detector Activation - No Fire	1	11
746 - Carbon Monoxide Detector Activation - No CO	1	10
731 - Sprinkler Activation due to Malfunction		
Total:	2	21
8 - Severe Weather & Natural Disaster		
814 - Lightning Strike (No Fire)		
815 - Severe Weather Standby		3
Total:	0	3
Total Incidents:	31	330

Incident Type Report (Summary)

Basic Incident Type Code And Description (FD1.21)	Total Incidents	Total Incidents Percent of Incidents	Total Property Loss	Total Content Loss	Total Loss	Total Loss Percent of Total	Agency Calendar Year
Incident Type Category (FD1.21): 1 - Fire							
130 - Mobile property (vehicle) fire, other	1	3.23%	1,600.00		1,600.00	4.15%	
138 - Off-road vehicle or heavy equipment fire	1	3.23%	9,000.00	28,000.00	37,000.00	95.85%	
142 - Brush or brush-and-grass mixture fire	1	3.23%					
Total: 3		Total: 9.68%	Total: 10,600.00	Total: 28,000.00	Total: 38,600.00	Total: 100.00%	
Incident Type Category (FD1.21): 3 - Rescue & Emergency Medical Service Incident							
311 - Medical assist, assist EMS crew	20	64.52%					
340 - Search for lost person, other	1	3.23%					
Total: 21		Total: 67.74%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%	
Incident Type Category (FD1.21): 5 - Service Call							
551 - Assist police or other governmental agency	2	6.45%					
Total: 2		Total: 6.45%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%	
Incident Type Category (FD1.21): 6 - Good Intent Call							
611 - Dispatched and cancelled en route	2	6.45%					
651 - Smoke scare, odor of smoke	1	3.23%					
Total: 3		Total: 9.68%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%	
Incident Type Category (FD1.21): 7 - False Alarm & False Call							
745 - Alarm system activation, no fire - unintentional	1	3.23%					
746 - Carbon monoxide detector activation, no CO	1	3.23%					
Total: 2		Total: 6.45%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%	
Total: 31		Total: 100.00%	Total: 10,600.00	Total: 28,000.00	Total: 38,600.00	Total: 100.00%	

Report Filters

Incident Date Range: is between '10/1/2019' and '10/31/2019'

Agency Name: is equal to 'CROSSLAKE'

Report Criteria

Basic Incident Type (Fd1.21): Is Not Blank

Description

Report by Incident Type Category. Includes Total Incidents % of Incidents, Property Loss Analytics

Run Date: 11/01/2019

**NORTH AMBULANCE
CROSSLAKE**

OCTOBER 2019 RUN REPORT

TOTAL CALLOUTS: **71**

NIGHT: 22 DAY: 49

No Loads:	17
Cancels:	06
Fire Standbys:	00
Police Standbys:	00
Transported Patients:	48

CROSSLAKE:	24 (7 No Load, 3 Cancel)
BREEZY POINT:	11 (3 No Load, 1 Cancel)
IDEAL:	00
MISSION:	00
FIFTY LAKES:	04 (1 No Load)
MANHATTAN BEACH:	00
CENTER:	00
TIMOTHY:	00

MUTUAL AID TO:

PINE RIVER:	18 (4 No Load, 2 Cancel)
BRAINERD:	14 (2 No Load)

BLS TRANSFERS:	00
ALS TRANSFERS:	00

ALS INTERCEPTS (ADVANCED LIFE SUPPORT):

BRAINERD:	00
PINE RIVER:	00
AIRCARE:	01

B. 11.

MONTHLY PLANNING & ZONING STATISTICS - CROSSLAKE

PERMITS	October-2019	Year-to-Date 2019	October-2018	Year-to-Date 2018
New Construction (Dwellings)	5	30	10	34
Septic - New	3	15	5	23
Septic Upgrades	5	26	3	19
Porch / Deck	10	52	9	57
Additions	4	19	4	20
Landscape Alterations	5	42	8	31
Access. Structures	5	37	4	34
Demo/Move	5	19	3	16
Signs	1	4	1	4
Fences	0	3	0	6
E911 Addresses Assigned	3	34	3	30
Total Permits	46	281	50	274

ENFORCEMENT / COMPLAINTS	Year-to-Date 2019	Year-to-Date Closed	Year-to-Date Open	Year-to-Date % Closed
Enforcement	14	13	1	92.85%

CUSTOMER SERVICE STATISTICS	October-2019	Year-to-Date 2019	October-2018	Year-to-Date 2018
Counter Visits	22	717	76	785
Phone Calls	108	1685	195	1521
Email	44	529	58	580
Total	174	2931	329	2886

Call For Service	5	61	7	68
Shoreland Rapid Assessment Completed (Buffer)	4	28	3	20
Stormwater Plans Submitted	11	79	8	59
Site Visits	42	357	37	385

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	148	1	129	4
Passing Septic Compliance Percentage		99.9%		96.8%

PUBLIC HEARINGS	October-2019	Year-to-Date 2019	October-2018	Year-to-Date 2018
DRT	1	22	1	19
Variance	3	14	3	17
CUP/IUP	1	2	0	4
Land Use Map Amendments	0	0	0	0
Subdivisions (Metes & Bounds; Preliminary; Final)	2	8	0	4
Consolidations/Lot Line Adjustments	0	5	1	5



B.12.

STATED MINUTES

City of Crosslake Planning Commission/Board of Adjustment

September 27, 2019
9:00 A.M.

Crosslake City Hall
37028 County Road 66
Crosslake, MN 56442

1. Present: Chair Mark Wessels; Joel Knippel; Bill Schiltz; Jerome Volz; and Liaison Council Member Aaron Herzog
2. Absent: Vice-Chair Mark Lindner
3. Staff: Jacob Frie, Environmental Services Supervisor; Jon Kolstad, Planning & Zoning Administrator and Cheryl Stuckmayer, Customer Service Specialist
4. 8-23-19 Minutes & Findings – **Motion by Knippel; supported by Schiltz to approve the minutes & findings as written. All members voting “Aye”, Motion carried.**
5. Old Business-Variations are heard on their individual requests, past variations hold no precedents. Commissioners may table the request if needed and an applicant can withdraw their request. If the variance(s) is/are approved, all existing nonconformities will be eliminated and will hereafter be required to follow the variance decision. If a variance is denied the applicant can rebuild the nonconformity as is per the Crosslake Ordinance.
 - 5.1 None
6. New Business
 - 6.1 Zinda J Schaefer Rev Trust – Metes and Bounds Subdivision
 - 6.2 Hope Family Trust – Preliminary Plat Subdivision
 - 6.3 Shawn E & Molly B Meyer/Anne Novak - Variance for lake setback, building height and building depth
7. Other Business
 - 7.1 Staff report
8. Open 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 PC/BOA meeting. Speakers must state their name and address. Each speaker is given a three minute time limit.
9. Adjournment

**Zinda J Schaefer Rev Trust
14180639**

Wessels announced the Metes and Bounds Subdivision request. Kolstad read the Metes and Bounds Subdivision application, project location, details, zoning, septic is compliant, site suitabilities submitted, one opposing comment received, and the history of the parcel into the record. Wessels stated as discussed at the 9-26-19 on-site both parcels have ingress/egress without the use of the easement on the neighboring parcel. Kolstad stated any new driveway would need to meet the 10 foot side yard setback. Wessels invited McCormick, the applicant's representative, to the podium. McCormick explained the ingress/egress, size of the parcel and lot split details. Kolstad added that the lot split meets and exceeds all Crosslake ordinance requirements. Wessels opened the public hearing. Scott of 12012 Milinda Shores Rd stated she was also representing Westin and Armstrong, whom all have concerns about the property listing/advertisement details which are not accurate. Commissioners and staff held a discussion on the lake easement across Milinda Shores Rd and whether or not a controlled access is being created. Westin of 12012 Milinda Shores Rd, stated that the lot split would be creating an additional controlled access. Wessels closed the public hearing. Commissioners and staff discussed adding a condition to the recommendation to the city council to have the city attorney look over the lot split and make a determination if this lot split would be creating a new controlled access, which is prohibited by the Crosslake ordinance Chapter 26. Wessels requested Kolstad to initiate the findings of fact procedure with the board members deliberating and responding to each question.

September 27, 2019 Action:

Motion by Volz; supported by Knippel to recommend for approval to the city council to subdivide parcel #14180639 involving 3.9 acres into 2 tracts with the condition that the city attorney review the proposal concerning whether or not an additional controlled lot access is being created per the City of Crosslake Chapter 26 Land Use Ordinance, Article 11, Sec. 26-321.

Per the findings of fact as discussed, the on-sites conducted on 9-26-19 and as shown on the certificate of survey received at the Planning & Zoning office dated 7-31-19 for property located at 37007 Staley Lane, Crosslake, MN 56442

Conditions:

Failure to pay the park dedication fee and record a certificate of survey or a signed deed within 90 days of city council fee and subdivision approval shall void the approval of the metes and bounds subdivision unless such time is extended by a resolution of the city council prior to the expiration of the 90-day period per Chapter 44

Findings: See attached

All members voting "Aye", Motion carried.

**Hope Family Trust; Virginia R Csernohorszky-Hope
14180509**

Wessels announced the preliminary plat request. Kolstad read the preliminary plat name, request, location, details, one opposing comment received, wetland delineation submitted, compliant septic system, site suitabilities submitted, and the history of the parcel into the record. Wessels invited McCormick, the applicant's representative, to the podium. McCormick explained the details of the proposed lots, the sizes and the current driveway to the dwelling to be removed. Wessels opened the public hearing. Scott of 12012 Milinda Shores Rd explained the easement/driveway is across from her property, along with the history of parcel 14180639 and 14180509, the construction/development increase, and the noise of such in a small area. Wessels closed the public hearing. Wessels reiterated for the attendees that the Crosslake Comprehensive Plan sites an orderly development and that this preliminary plat would fall in that category. Wessels requested Kolstad to initiate the findings of fact procedure with the board members deliberating and responding to each question.

September 27, 2019 Action:

Motion by Schiltz; supported by Knippel to recommend to the Crosslake City Council the approval of the preliminary plat of Blue Rush Estates of parcel 14180509, of 4 tracts involving 5.9 acres, Section 18, located at 11959 Milinda Shores Road, Crosslake, MN 56442

Per the findings of fact as discussed, the on-sites conducted on 9-26-19 and shown on the preliminary plat received at the Planning & Zoning office dated 8-23-19

Conditions:

Unless an extension of time is requested by the subdivider and granted by the city council, the subdivider shall, within one year following approval of the preliminary plat remit the final plat application per Chapter 44 Subdivisions requirements.

Findings: See attached

All members voting "Aye", Motion carried.

**Shawn E & Molly B Meyer / Anne Novak
14050676**

Wessels announced the variance request. Kolstad read the variance application, project location, project details, impervious, stormwater management plan (SWMP) submitted, compliant septic system, wetland delineation submitted, no comments received, and history of the parcel into the record. Kolstad mentioned the 9-26-19 on-site discussion about the stormwater management plan details in conjunction with the proposal. Wessels invited Meyer, the applicant/owner, to the podium. Meyer stated his number one concern during the construction is the water runoff from the structures and the retainage. Wessels stated at the 9-26-19 on-site that Lindner mentioned his concern on the stormwater issues, the fact that the deck was proposed to be closer to the lake versus the current existing deck and the basement dirt removal with the proximity to the lake. Kolstad stated that it is not the commissioner's job to redesign a proposal to protect the structure from any type of damage, it is up to the owner to address that. It is our responsibility to look at the land use, setbacks, erosion and stormwater management plan. Wessels stated not concern with the project other than dig so close to the lake and the deck proposing to be closer to the lake. Discussion was held on the alternative and efficiency of the stormwater management plan and possible conditions/compliances. Wessels opened the public hearing. Herzog, Crosslake City Council Member, stated that he also was concern on the proximity of the deck and the digging of the basement to the lake, along with an effective stormwater management plan. Norgaard stated that when working on the update for the comprehensive plan an added mention of water quality in the development section could be added, along with an awareness of what additional development would have on the Whitefish Chain of Lakes. Wessels closed the public hearing. Wessels asked if any of the commissioners had additional questions, but none were forthcoming. Wessels requested Kolstad to initiate the findings of fact procedure with the board members deliberating and responding to each question.

September 27, Action:

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

- 1. Lake setback of 35 feet REVISED TO 41 FEET where 75 feet is required to proposed deck**
- 2. Lake setback of 45 feet where 75 feet is required to proposed addition**
- 3. Increase height of nonconforming structure to not exceed 23 feet**
- 4. Depth of nonconforming structure to not exceed 10 feet REVISED TO 6 FEET**

To construct:

- 211 square foot deck**
- 2142 square foot addition consisting of: 689 square foot main floor, 689 square foot second story, 689 square foot cellar, and 75 square foot covered open entry**

Per the findings of fact as discussed, the on-site conducted on 9-26-19 and as shown on the certificate of survey received at the Planning & Zoning office dated 8-29-19 for property located 38027 Anchor Point Lane, Sec 45, City of Crosslake

Conditions:

Chapter 26 – Land Use; Sec. 26-227 Variance Decision - Variances must be substantially completed within two years of receiving approval – the approval of this variance will expire on 9-27-21

- 1. Work with the staff to review, alter and implement as needed the submitted stormwater plan**

in accordance with the City of Crosslake land use ordinance

- 2. Work with staff to implement and maintain erosion/sediment control during and after construction**
- 3. Implement and maintain the required shoreline rapid assessment model results of 10 feet on 70% of the shoreline width**
- 4. No storage of spoils on site, they are to be moved to an off-site location**
- 5. Items stated to be removed on the certificate of survey dated 8-29-19 shall be removed and any nonconforming setbacks and/or foot print for those items are to be eliminated**
- 6. Owner agrees to have the stormwater management retainage area(s) in place before the proposed construction and approved by the planning and zoning staff**
- 7. 211 Square foot deck no closer to the lake than the current deck at the 41 foot setback from the OHW per the survey dated 8-29-19 and can be wrapped around to the west side of the cabin.**
- 8. Owner agrees to a depth not to exceed 6 feet**

Findings: See attached

Knippel, Schiltz and Volz voting “Aye” and Wessels voting “Opposed”, three to one, Motion carried.

Other Business:

1. Staff report
 - a. Monthly city council report
 - b. Development Review Team (DRT) had 2 September monthly meetings
 - c. October public hearing - 6 applications submitted
 - d. New city hall progress
 - e. VRBO meetings
 - f. Septic update – ordinance language
2. County contract cancelation transition to the city
 - a. Frie said thank you to the staff, commissioners and the city. Frie stated that Pence started the contract with the city and Crosslake is in a good spot on implementing the ordinance and transition should be easy. He also stated that Kolstad and Stuckmayer played a key role in his growth as supervisor; it was a pleasure to get to know and work in Crosslake; he will take away ideas from Crosslake and implement them into the county. Frie also explained that the transition has been discussed with Kolstad, Stuckmayer and Lyonais. Wessels liked the partnership with the county, he plans to continue to work together in the future and appreciated Frie’s involvement in the city as he stepped into his current role. Herzog said thank you for the positive relationship and the great job. He also stated that the cancellation of the contract ended on a positive note by retaining Crosslake’s two key planning and zoning people and he is ready to continue an informal relationship. Herzog explained that there was no recognizable difference in the planning and zoning department while Kolstad was on leave. Norgaard, former Crosslake Mayor, thanked Kolstad and Stuckmayer for the experience she received on the planning and zoning side of things.

September 27, 2019 Planning Commission/Board Of Adjustment Meeting

Open Forum:

There were no open forum items

Matters not on the Agenda:

1. There were no matters not on the agenda

Motion by Knippel; supported by Schiltz to adjourn at 11:15 A.M.

All members voting “Aye”, Motion carried.

Respectfully submitted,

Cheryl Stuckmayer

Cheryl Stuckmayer
Planner – Zoning Coordinator

Parks, Recreation/Library Commission Minutes
Wednesday, September 25, 2019
2:00 PM at the Crosslake Community Center

Members Present: Sandy Melberg, Don Christner, Ann Schrupp, Chair Mick Tchida, Council Liaison Gary Heacox, Library Manager Jane Monson, Mayor Dave Nevin, and Parks and Recreation Director, TJ Graumann
 Also present: Peter Graves, Brad Davis and Craig Sauer representing area Pickleball players.

I.) Meeting was called to order at 2:04 pm.

II.) Approve Minutes from August 2019

Motion to Approve August 28th Minutes as written: Christner/Schrupp Favor: All

III.) Multi-Purpose Courts

The guests present spoke to the need of dedicated Pickleball courts. They reported the sport has grown by 650% in the last 6 years nation-wide. The number of players in the youth ranks has continued to grow as well.

Commission Chair Tchida expressed his disappointment to the guests that they approached the Council regarding this project before seeking support from the Park and Recreation Commission first.

TJ presented the latest plan for multi-purpose courts. He also presented a new quote from Lee Sports Surfacing to compare with the original quote from Outdoor Specialists, LLC.

A discussion of funding ensued. TJ reported there is currently \$30,000 in Capital Outlay for the courts; \$26,000 in donations; and a possibility of using up to \$30,000 from Park Dedication. In order to keep costs down, the option of delaying the basketball court portion of the project was introduced. Discussion ensued regarding other cost saving measures.

Motion: Move forward with the project with the plans presented, with the exception of the included basketball court, using the available capital outlay, the promise of \$30,000 in donations and \$30,000 from park dedication funds. Schrupp/Melberg Favor: All

IV.) Subdivision Applications

After discussion TJ recommended accepting the following Subdivision Applications

A) Hope Family Trust—**Motion: to Accept \$4,500 in lieu of land. Melberg/Christner Favor: All**

B) Zinda Shaefer Rev Trust—**Motion: to Accept \$1,500 in lieu of land. Schrupp/Christner Favor: All**

V.) Use Agreement Request

TJ informed the Commission property owners Hans & Kristin Ulland notified the City they have agreed to restore ROW property located next to their property on Robert Street at no cost to the City. The area will be de-compacted, planted and seeded.

VI.) Hockey Rink Lights

The bid for lights at the new hockey rink area came in at \$5,600.00. TJ reached out to Crow Wing Power who will allow the use of Roundup Program funds to pay for the lights for this project.

VII.) Nordic Ridge Trail Encroachment

After purchasing adjacent property, the Roggenkamp's notified the Parks and Recreation Office they believe a portion of the trail system is located on their property. TJ and a Planning and Zoning representative surveyed the area in question and determined a small portion was inadvertently placed outside the park border. A preliminary cut for the new trail to correct this error has been completed and changes to the trail map will be made.

VIII.) Library Policy Amendment

- A) Jane reported to the Commission the City Council has approved the newly updated Library Policy Manual. The manual is available upon request at the library and is also available on the City website.
- B) As detailed in the new manual, Jane is requesting the Commission form a committee to determine duties and guidelines for the new advisory board, as well as determine the selection process and appoint the new advisory board's members.
- C) In the final item requested, Jane has requested the Commission approve an amendment to the new Policy Manual to allow for a one-time guest computer use for a fee of \$3.00, (plus the cost of printing). She explained the reasoning behind the request as a way to cut costs on library cards, as well as, saving time inputting information into our system for accounts that will be inactive going forward, while still providing services to guests of the area. The idea would be for guests to be allowed to print items such as license, permits, work related items and boarding passes. Discussion ensued. Item was tabled for further consideration.

IX.) Open Forum

- A) Mayor Nevin wanted to state his concern the Pickleball court and other upcoming future projects be paid for without putting further tax burden on Crosslake residents.
- B) TJ informed the Commission there is an opening on the Commission for an additional member due to a resignation. He asked that they please help get the word out.

X.) Adjourn

Motion to Adjourn: Melberg/Christner Favor: All

Sales Tax Committee Meeting Minutes

10-23-2019, 8:00 AM

In attendance: Dave Schrupp, Aaron Herzog, Mike Lyonais, Cindy Myogeto, absent Leah Heggerstrom and Darrell Swanson.

The committee discussed at length the projects, amount of sales tax to be requested, where we can obtain effective assistance from and dates we need to be aware of and meet so it can be presented to the State Legislature and then to the citizens for a vote in November, 2020.

1. Recommend to Council they approve a ½ percent sales tax.
2. Formally request assistance from personnel the State who understand the process and can assist us with the proper and legal layout for the proposal.
3. Set out the specific projects, estimated costs and time frames to complete them and pay for them.
4. Get approval from the City Council to proceed with the above.
5. All this has to be completed by July 31, 2020 in order to make the November 2020 ballot.
6. During the above work on what and how caps can be placed on major purchases to above buys from taking their business elsewhere.

Next meetings will be at City Hall:

October 29th at 1 PM

November 13th at 8 AM

Submitted

Aaron Herzog

Crosslake Economic Development Authority
Meeting Minutes
8:30 A.M. September 4, 2019 Crosslake City Hall

Members present: Dean Fitch, Patty Norgaard, Jim Funk, Roger Roy, John Andrews
Others present: Sheila Haverkamp, BLAEDC Executive Director, Josh Netland, Crosslake Communications/ECTC General Manager, Martha Steele, Mission Township resident

The regular monthly meeting of the Crosslake EDA was called to order at 8:29 A.M. by Dean Fitch.

A motion was made by Patty Norgaard and seconded by Jim Funk to approve the minutes of the August 7, 2019 meeting. No discussion. Motion carried with all ayes.

Program:

EDA Website Update

Design of the website is near approval. A meeting will be held in the following week to finalize the content. Crosslake Communications will support the design and support going forward will be a minimal fee that is addressed in the EDA budget. Content will include featured properties, highlighting businesses and the GreenStep classification in addition to links to BLAEDC, Chamber of Commerce and the City of Crosslake. Keeping the website "fresh" is mandatory.

Finalized 2020 Budget

The proposed budget was submitted to the Crosslake City Administrator/Treasurer Mike Lyonais on August 8th. The budget request included a breakdown by quarter. The proposed budget for 2020 included: BLAEDC \$9,500, SBI Advertising \$1,650, SBI Lake Country Journal \$2,250, Promotion \$750, Website Maintenance \$1,920, Comprehensive Plan Update \$1,500 and Undefined Projects \$1,000 for a total of \$18,570. A motion was made by Jim Funk and seconded by Patty Norgaard to approve the EDA budget proposal and forward it to the City of Crosslake. No discussion. Motion carried with all ayes.

Lake Country Journal Contract

The contract with the Lake Country Journal is based on a three year agreement. Marketing is important to businesses and commercial outreach and the plan for next year will need to be started at year end. The comments regarding the ad in the current issue were all positive. As Lake Country Journal does not charge for graphics, it is important to keep the message updated in the upcoming issues.

Updates:

Regional Workshop

A draft of the invitation for the second regional workshop on October 2nd was reviewed. The four priorities that were identified during the first regional meeting—infrastructure, funding sources, housing and community branding—will be the basis for the topics to be presented by the speakers. Sheila Haverkamp suggested that infrastructure and funding sources be combined as part of her presentation. Jennifer Bergman, Crow Wing County Housing and Redevelopment Authority Executive Director will be addressing the topic of housing and a representative of Widseth Smith Nolting will cover the topic of community branding or how a community can tell their story. In discussing the overall content to be covered at the workshop, the impact of broadband coverage and connectivity and outreach became apparent. Josh Netland agreed to speak to those topics. An update on the Small Business Initiative could tie back to reaching out, marketing, website development and identifying home based businesses.

Acknowledging that with so many inter-connected pieces, the importance of having a regional meeting to define projects became apparent.

Comprehensive Plan

With changes in the direction to long term economic growth, it made sense for the EDA to be responsible for annual updates. Tad Erickson of Region Five Development Commission will assist in determining the number of meetings necessary to address the inclusion of more planning and zoning in the Comprehensive Plan to determine the cost. Original committee members to be re-organized.

GreenStep City

Having completed Step 2, the process needs to continue to achieve Step 3. The Best Practices will be evaluated to determine which ones can be completed in the next year. GreenStep City will be an agenda item at the November meeting.

Roundtable:

Jim Funk reported that sales were a challenge during the summer and customer traffic was down from last year. The retail climate in the surrounding communities reported the same trend. Sheila Haverkamp reported that there are no large construction projects ongoing currently and there doesn't appear to be resurgence in that area. Impacts of online sales, vacant buildings and workforce shortages were discussed. The question of how regional marketing impacts the retail climate was raised and what surrounding communities have in common that can tie it all together. The SBI has materials for beginning businesses but it is important to initiate a discussion to discover their needs. Roger Roy stressed the importance of water quality and the concern regarding water/sewer capacity with the growth of housing units. It is important for Crosslake to tell their story and to understand the strengths and challenges.

Announcements:

City Council Meeting	September 9
Regional Workshop	October 2

Updates will be forthcoming on the Regional Workshop and the website.
September meeting minutes will be approved at the November meeting.

There being no further business or announcements, Dean Fitch adjourned the meeting at 10:08 A.M.

Martha Steele
Volunteer

B.16.

Crosslake Roll-Off & Recycling Services

	2019									
	October									
Mixed Paper	Aluminum	Tin	Glass	Plastic	Metal	Cardboard	Electro	Total lbs	2000#	Total Tons
January	9120	840	0	7180	2620	15900	11840	0	47500	2000
February	0	0	0	6600	1380	11060	3900	0	22940	2000
March	8800	860	1800	0	2140	10620	13301	0	37521	2000
April	8600	0	0	6540	2940	9380	13640	0	41100	2000
May	7920	720	1360	6360	4560	11640	13820	0	46380	2000
June	8340	640	1860	12900	4600	46980	12860	0	88180	2000
July	6720	3240	1700	15860	11520	14180	29180	0	82400	2000
August	6720	1960	0	9980	5880	30660	17160	0	72360	2000
September	8500	760	1900	9420	5580	33940	16320	0	76420	2000
October	6740	820	0	2100	4300	9640	0	0	23600	2000
November							0	0	0	2000
December								0	0	2000

TOTAL IBS	71460	9840	8620	74840	43320	188660	141661	0	
2000#	2000	2000	2000	2000	2000	2000	2000	2000	
TOTAL TONS	35.73	4.92	4.31	37.42	21.66	94.33	70.8305	0	

Tires 0

SCORE REPORT FORM

Mo./Yr.

Sept

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)

18,168

Corrugated Cardboard

3,293

Newspaper

-

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

14,874

Metal: Appliances, misc...

Commingled Materials: (includes)

20,642

%

lbs

5% Metals- Aluminum Cans 1032

21% Tin Cans 4335

61% Glass- 12592

Clear bottles

Green bottles

brown bottles

10% Plastic - #1 & #2 bottles 2064

3% Rejects 619

100% 20642

Total LBS.

38,810

0

Total Tons

19.41

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		101,847	141,340
	Accounts	Rate	Accounts	%	Paper	Commingle
BRD	2917	70%	2047	36%	36,952	51,280
BAX	1867	95%	1771	31%	31,969	44,366
B.P.	663	98%	650	12%	11,734	16,283
P.L.	495	67%	331	6%	5,975	8,292
C.L.	1053	78%	824	15%	14,874	20,642
C TWNSP	0	0%	0	0%	1,685	1,660
NIS	85	22%	19	0%	343	476
	7080	80%	5642	100%		



11360 Business 371, PO Box 621
Brainerd, MN 56401

(218) 829-8529 (218) 829-5383 FAX

Invoice Number : 10863
Invoice Date : 10/28/2019
Customer Number : CROS03
Job Number : 19182
Due Date : 11/15/2019

B. 18.

Sold To:

Crosslake, City of
37028 Cty Road 66

Crosslake, MN

Job:

CrosslakeCity Hall Cons
36939 Brook Street
Crosslake, MN

ALL INVOICES ARE DUE PER THE CONTRACT OR NET 30 DAYS. FINANCE CHARGES OF 18.0%/YR WILL BE
ASSESSED ON ALL LATE INVOICE

Date	Description	Amount
10/28/2019	Pay Application #2	389,172.67
	GROSS BILLINGS :	389,172.67
	NET BILLINGS :	389,172.67

Thank You

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF ???

PAGES

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

PROJECT: Crosslake City Hall
Crosslake, MN

APPLICATION NO: TWO

Distribution to:

X	OWNER
	ARCHITECT
	CONTRACTOR

PERIOD TO: October 28, 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) \$ 542,672.67
5. RETAINAGE:
 - a. % of Completed Work \$ 0.00 (Column D + E on G703)
 - b. % of Stored Material \$ (Column F on G703)
 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) \$ 542,672.67
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 153,500
8. CURRENT PAYMENT DUE \$ 389,172.67
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) \$ 2,406,842.92

CONTRACTOR: Hy-Tec Construction of Brainerd, Inc

By:  Date: October 28, 2019

State of: Minnesota County of: Crow Wing

Subscribed and sworn to before me this 28th day of October, 2019

Notary Public:  My Commission expires: 01/31/2020

BRENDA BRAY Notary Public-Minnesota My Commission Expires Jan 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

APPLICATION NO: TWO

Contractor's signed certification is attached.

APPLICATION DATE: 10/25/2019

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

PERIOD TO: 10/31/2019

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

ARCHITECT'S PROJECT NO: Crosslake City Hall Const.

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E COMPLETED THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD						
	Earthwork	\$346,083.27	\$120,000.00	\$35,737.47	\$0.00	\$0.00	\$155,737.47	45.00%	\$190,345.80	
	Exterior Concrete	\$35,479.00	\$0.00	\$0.00	\$0.00	\$0.00	\$35,479.00	0.00%	\$35,479.00	
	Structural Concrete	\$146,409.93	\$18,000.00	\$18,602.48	\$0.00	\$0.00	\$36,602.48	25.00%	\$109,807.45	
	Precast	\$111,044.87	\$0.00	\$55,522.44	\$0.00	\$0.00	\$55,522.44	50.00%	\$55,522.44	
	Masonry	\$278,876.49	\$0.00	\$223,101.19	\$0.00	\$0.00	\$223,101.19	80.00%	\$55,775.30	
	Steel	\$6,111.98	\$3,500.00	\$472.79	\$0.00	\$0.00	\$3,972.79	65.00%	\$2,139.19	
	Rough Framing	\$220,710.99	\$0.00	\$22,071.10	\$0.00	\$0.00	\$22,071.10	10.00%	\$198,639.89	
	Finish Carpentry	\$54,145.15	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$54,145.15	
	Thermal & Moisture	\$356,012.96	\$2,000.00	\$15,800.65	\$0.00	\$0.00	\$17,800.65	5.00%	\$338,212.31	
	Openings	\$191,883.95	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$191,883.95	
	Drywall	\$84,046.88	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$84,046.88	
	Finishes	\$164,168.66	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$164,168.66	
	Specialties	\$14,601.48	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$14,601.48	
	Furnishings	\$94,305.31	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$94,305.31	
	Appliances	\$2,229.33	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$2,229.33	
	Conveying	\$128,166.63	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$128,166.63	
	Fire Sprinkler	\$108,040.41	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$108,040.41	
	HVAC	\$159,353.29	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$159,353.29	
	Plumbing	\$109,446.01	\$4,200.00	\$6,744.60	\$0.00	\$0.00	\$10,944.60	10.00%	\$98,501.41	
	Electrical	\$338,399.00	\$5,800.00	\$11,119.95	\$0.00	\$0.00	\$16,919.95	5.00%	\$321,479.05	
	PAGE TOTALS	\$2,949,515.59	\$153,500.00	\$389,172.67	\$0.00	\$0.00	\$542,672.67	18.40%	\$2,406,842.92	\$0.00

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

B. 19.

In response to public forum comments made on 10/14/19, this information was compiled for Council information.

The following steps were taken to hire Planning and Zoning staff. This was a unique situation because the applicants had already worked in the City and administered City Ordinance for six years:

- May 2019 Some Council Members were notified by the County of their intent to terminate contract with City. Many discussions took place with County to understand their plans.
- 7/1/19 City received official termination letter from County to end contract 10/31/19.
- 8/8/19 Job description for Zoning Administrator approved (salary). Job description for Planner - Zoning Coordinator revised (union).
- 8/13/19 Employment ad published in Northland Press.
- 8/15/19 Employment ad published in Echo Journal.
- 8/20/19 2 applications received.
- 8/26/19 Council directed staff to move ahead and complete hiring process with no need to return to Council for final approval. Negotiation was left to City Administrator to decide due to multiple facets of the process.

Candidates did not know they were the finalists at this time.
- 8/28/19 Offer made to Jon Kolstad with salary and benefits reflecting 6 years of service. Starting pay \$2,252.80 biweekly, beginning leave of vacation 40 hours, personal day 8 hours, and sick leave 320 hours. Jon accepted offer. Start date 9/16/19.
- 8/30/19 Staff began working with AFSCME union to negotiate benefits for Cheryl Stuckmayer to reflect 6 years of service. Offered pay rate of \$24.87 per hour, beginning vacation hours of 40, personal day 16 hours, and sick leave 300 hours.
- 9/13/19 Union and Cheryl accepted offer. Start date 9/30/19.

Before 2013, the City Administrator used State Job Match Points to determine salary. From 2013-2018, consultant "slotted" positions into current salary ranges of department heads. In 2017 City hired Springsted to do a job classification/compensation study. Council did not accept results. Staff considers job match points, market conditions and similar pay rates obtained from other cities surrounding Crosslake to help with wage offers. Union contracts dictate wages for hourly employees.

Attached is the hiring policy from the City's Personnel Policy which was made prior to 2013. The City has no written document outlining wage determination. The League of Minnesota Cities Human Resources Reference Manual states, "WHEN THE CITY DOES NOT HAVE A DOCUMENTED OR CONSISTENT PRACTICE TO FOLLOW IN DETERMINING A COMPENSATION OFFER, IT IS IMPORTANT TO CONSIDER INTERNAL EQUITY TO ENSURE NEW EMPLOYEES ARE NOT CONSISTENTLY BEING HIRED AT A RATE EXCEEDING THE WAGE OF CURRENT EMPLOYEES. IN ADDITION, CITIES SHOULD THINK ABOUT HOW THE WAGE OFFER MIGHT IMPACT THEIR COMPLIANCE WITH THE MINNESOTA PAY EQUITY ACT."

Current process for adding new hires:

- Funds included in Budget to cover salary and benefits.
- Department Head gets recommendation from Personnel Committee to hire new employee and pay range.
- Council confirms recommendation and approves publication of employment ad.
- Department Head and City Administrator review applications by using Training and Experience forms.
- Top applicants are interviewed by Department Head, City Administrator, and a Council Member or staff person, depending on availability.
- Top candidate is offered position contingent on Council approval.

ARTICLE III. HIRING**Sec. 108-61. Residency requirements.**

(a) Affected employees. Members of the city police department and public works department shall, for purposes of this section, be considered affected employees.

(b) All affected employees, as defined in subsection (a) of this section, must reside within 15 minutes, as measured under normal motor vehicle traffic in times of fair weather and within all applicable speed limits and traffic regulations, of the city limits of the city, in order to ensure prompt response to emergency situations.

(c) Any current city employee employed by the city police department or public works department prior to the effective date of the ordinance from which this section is derived who is now residing outside of the area outlined in subsection (b) of this section may continue to do so; provided that, if the employee changes residence in the future, this subsection shall be applicable to that employee.

(d) All new employees of the city police department and public works department are required to comply with this section within six months after assuming employment with the city.

(e) Failure to comply with this section may be deemed a voluntary resignation under this Code, as well as potentially subjecting the employee to discipline pursuant to this Code.

(Ord. No. 137, § 2, 12-29-2000)

Sec. 108-62. Employee or volunteer background investigations.

(a) The police department is authorized to conduct a criminal history background investigation on applicants for positions with the city. This applies only to applicants who are finalists for paid or volunteer positions with the city where the department head or city council has determined that conviction of a crime may relate directly to the position sought.

(b) The police department may not perform a background investigation unless the applicant consents in writing to the investigation and to the release of information to the city staff as appropriate. An applicant's failure to provide consent may disqualify the applicant for the position sought. In the event of a questionable identity, where it is not clear if a record is based on name and date of birth or actually belongs to the applicant, the applicant's identity will be determined by the submission of fingerprint cards to compare against the actual arrest record.

(c) In administering this section, the city will comply with M.S.A. ch. 364, as may be applicable.

(Code 1983, § 2.20(subd. 3); Ord. No. 193, § 2.20(subd. 3), 5-10-2004; Ord. No. 235, § 2, 8-14-2006)

Sec. 108-63. Appointments.

Every appointment to municipal service shall be made by the city council on the basis of merit and fitness for the position. When required by law or by the council, merit and fitness shall be ascertained by written, oral, or other examinations designed to evaluate the ability of the candidate to discharge the position for which the examination is held. The city council may accept the recommendations of department heads in making appointments.

(Ord. No. 42, § 3, 4-12-1993)

Sec. 108-64. Physical examinations.

The city may require physical examinations, paid for by the city, as a condition of employment. When required, the applicant shall submit to a physical examination and provide the attending physician with all necessary information and history, including the job description for the proposed position.

(Ord. No. 42, § 3(subd. 1), 4-12-1993)

Sec. 108-65. Vacancies.

The city will fill vacancies with the recommendation of the department head or city council supervisor, provided the applicant or employee is qualified based on merit and fitness.

(Ord. No. 42, § 3(subd. 2), 4-12-1993)

Sec. 108-66. No rehire.

In the event an employee is involuntarily terminated by the city, the city may not rehire said employee in any capacity for a period of three years.

(Ord. No. 42, § 3(subd. 3), 4-12-1993)

Sec. 108-67. Probationary period.

(a) *Purpose.* The probationary period is an integral part of the selection process and shall be utilized for observing the employee's work, for securing the most effective adjustment of the employee to the position and for rejecting any employee whose performance does not meet the required work standards.

(b) *Duration.* Every original appointment and every promotional appointment is subject to a probationary period of six months after appointment, and thereafter, if extended in writing by the city council under subsection (e) of this section.

(c) *Termination.* The council may terminate a probationary employee at any time during the probationary period if, in the city's determination, the working test indicates that the employee is unable or unwilling to perform the duties of the position satisfactorily or that his habits and dependability do not merit continuance in the position. The probationary employee so terminated shall be notified in writing of the reasons for the termination and shall not have the right to appeal unless he is a veteran, in which case the procedure prescribed in M.S.A. § 197.46 shall be followed. The city council may accept the recommendations of department heads in terminating employees.

(d) *Telephone company employees.* Subject to the terms and conditions of the collective bargaining agreement, probationary employees of Crosslake Communications shall be subject to termination by the city council upon recommendation of the company manager.

(e) *Completion.* Immediately prior to the expiration of the probationary period, the department head, unless there is no department head, and in such case, the city council supervisor, shall directly notify the city council in writing whether or not the services of the employee have been satisfactory and whether or not the employee will be continued. If notification states that the employee will be continued, the employee shall become a permanent employee at the end of the probationary period. The city reserves the right to extend the probationary period for a period not exceeding six months.
(Ord. No. 42, § 4, 4-12-1993)

Secs. 108-68—108-92. Reserved.

ARTICLE IV. WORK HOURS

Sec. 108-93. Work schedules generally.

Work schedules for personnel shall be established by the appropriate department head with the approval of the city council. The regular work week shall be the calendar week, commencing on Monday and concluding on Sunday, and shall include five eight-hour working days, except as otherwise established by the department head with

B. 20.

BILLS FOR APPROVAL
November 12, 2019

VENDORS	DEPT	AMOUNT
Ace Hardware, batteries, drill set, hardware	PW	121.23
Ace Hardware, rechargeable headlamp	PW	67.98
Ace Hardware, garbage cans, antifreeze	Park	45.16
Ace Hardware, buffalo boots	Park	19.99
Ace Hardware, dowel, stabil fuel, battery	Park	38.75
Ace Hardware, caulk	PW	8.59
Ace Hardware, silicone	PW	6.99
Ace Hardware, hardware	PW	6.99
Ace Hardware, batteries, sledge hammer, pliers	PW	75.96
Ace Hardware, spray paint	PW	4.59
Ace Hardware, stakes, screws, window plastic	Park	108.33
Ace Hardware, socket adapter, bits, socket sets, pivot holder	PW	91.31
Ace Hardware, blade saw	Park	27.99
Ace Hardware, halloween party supplies	Park	18.99
Ace Hardware, self tap screws	Park	37.47
Ace Hardware, paint, rope	Park	11.37
Ace Hardware, marking wand	PW	29.99
Ace Hardware, flagging tape, safety markers	PW	29.93
Ace Hardware, pocket knife	PW	27.99
Ace Hardware, antifreeze	PW	12.00
Ace Hardware, lube spray	Park	18.28
Ace Hardware, worktunes, pliers, keys	Park	109.92
Ace Hardware, spikes	Park	24.99
Ace Hardware, batteries, hardware	PW	48.23
Ace Hardware, thermometer, mouse trap, antifreeze	PW	35.57
Ace Hardware, propane, gloves	PW	34.98
American Steel, repairs	Park	34.82
AT&T, cell phone charges	ALL	781.20
AW Research, water testing	Sewer	279.00
Baker & Taylor, books	Library	96.35
Blue Cross, health insurance	ALL	25,756.00
Breen & Person, legal fees	ALL	1,815.00
Breen & Person, condemnation land acquisition	PW	15,000.00
Briggs, bond services	Gov't	9,500.00
Cheryl Stuckmayer, reimburse mileage	PZ	13.69
Cheryl Stuckmayer, reimburse uniform expense	PZ	52.00
City of Crosslake, sewer utilities	PW/Gov't	100.00
Clean Team, november cleaning	PW/Gov't	1,207.50
Council #65, union dues	Gov't	228.00
Crosslake Communications, phone, fax, cable, internet	ALL	1,502.25
Crosslake Rolloff, recycling	Gov't	2,695.00
Crow Wing County Recorder, filing fees	PZ	46.00
Culligan, water and cooler rentals	PW/Gov't	65.60
Custom Fire, fire truck	Fire	226,557.48
Delage Landen Financial Services, copier lease	Park	117.00

Delta Dental, dental insurance	ALL		1,390.25
Dondelinger, gmc sierra repairs	PW		2,402.48
First Systems Technology, verification of magnetic flow meters	Sewer		2,025.00
Fortis, disability insurance	ALL		707.26
Grand Forks Fire Equipment, suction hoses	Fire		819.59
Grand Forks Fire Equipment, parts	Fire		484.98
Guardian Pest Solutions, pest control	ALL		77.60
Holden Electric, generator maintenance	PW		2,853.00
Holiday, water	Fire		47.88
Hytec, city hall design	Gov't		5,000.00
Joe Chase, travel reimbursement	PW		172.68
Joe Chase, reimburse uniform expense	PW		99.99
Jon Kolstad, reimburse mileage	PZ		116.98
Jon Kolstad, reimburse uniform expense	PZ		196.00
Mastercard, Amazon, pickleballs	Park		121.94
Mastercard, Amazon, weather stripping	Park		33.14
Mastercard, Amazon, paper cutter, door seal	Park		57.14
Mastercard, Amazon, garage lights	Park		63.98
Mastercard, Brainerd Dispatch, subscription	Library		222.04
Mastercard, Costco, trash bags	Gov't		91.22
Mastercard, Country Inn, lodging	Police		205.68
Mastercard, Doodle, poll software	Admin		72.00
Mastercard, Gander Outddor, uniform	PW		149.97
Mastercard, Holiday Inn, lodging	Fire		545.58
Mastercard, MN Board of FF Training, membership dues	Fire		100.00
Mastercard, North Shore Commercial Door, weatherseal	Park		45.52
Mastercard, Reeds, halloween party supplies	Park		19.62
Mastercard, Reeds, water	Park		6.00
Mastercard, Walmart, halloween party supplies	Park		181.32
Menards, 10x3/4 sms ss	Park		13.98
MN Dept of Agriculture, tree care registry	PW		25.00
MN Life, life insurance	ALL		287.80
MN NCPERS, life insurance	ALL		112.00
MN State Fire Dept Assn, membership dues	Fire		175.00
Moonlite Square, fuel	Fire		33.02
MR Sign, address number signs	PW		119.63
Napa, antifreeze	Police		12.71
Napa, hotshot	PW		43.17
North Memorial, october subsidy	Gov't		1,100.00
Northland Freightliner, international truck repairs	PW		410.32
Northland Press, employment ad	Park		53.46
Olsen Thielen, cafeteria plan	Gov't		250.00
Pine Island Bank, bond payment	Gov't		144,870.00
Premier Auto, oil change	Police		61.60
Premier Auto, diagnostic labor	Police		45.00
Premier Auto, replace water pump, mount and balance tires	Police		2,169.85
Premier Auto, oil change, mount and balance tires	Police		134.11
Premier Auto, mount and balance tires	Police		72.00
Premier Auto, oil change	Police		30.97
Premier Auto, mount and balance tires	Police		72.00
Simonson Lumber, pointed stakes	Park		32.00
Teamsters, union dues	Police		205.00
TJ Graumann, mileage reimbursement	Park		20.88

US Auto Force, tires	Police		2,317.92
US Bank, copier lease	ALL		156.00
Waste Partners, trash removal	ALL		288.90
Win-911, computer software	Sewer		495.00
WW Goetsch, service on pump	Sewer		125.00
TOTAL			458,951.62

D.
1.

City of Crosslake

From: pepskis <pepskis@comcast.net>
Sent: Monday, November 4, 2019 12:38 PM
To: mayornevin@crosslake.net; councilandrews@crosslake.net;
councilschrupp@crosslake.net; councilheacox@crosslake.net;
councilherzog@crosslake.net; mlyonais@crosslake.net; cityclerk@crosslake.net;
Dave.Reese@wsn.us.com; publicwk@crosslake.net; brad@breenandperson.com;
pepskis2@gmail.com
Subject: Agenda Item - November 12, 2019 City Council Meeting - City of Crosslake
Attachments: Exhibits 1-10 and Picture Locations A-D.pdf

To the Mayor and City Council Members,

I was present at the October 24, 2019 Final Assessment Hearing for the Daggett Bay Road Sewer Extension Hearing and summarized my prior communications that I had with City Engineer Dave Reese, City Administrator/Treasurer Mike Lyonais and Public Works Director Ted Strand.

It was at this meeting that I first learned that certain parcels, specifically 14160596 (13959 Daggett Bay Road owned by Daryl Hankel) and 14160654 (13978 Daggett Bay Road owned by Dale Erickson) would be waived from the requirement to connect to the city sewer line until it is extended to Brook Street (see Exhibit 5 - Minutes of the September 14, 2019 Special City Council Meeting).

Prior to the September 14 Special Council Meeting, I verbally requested not to be connected to city sewer and repeated this in subsequent communications, both verbal and written. In addition, despite these communications (the first as early as September 3), the City Engineer shows the location of my sewer connection in an undesired location (see Exhibit 6, Page 3 of 4).

My **BACKGROUND AND SUPPORT** below will show that the best location for my sewer connection would be directly opposite the septic system from parcel 14160654 (13978 Daggett Bay Road owned by Dale Erickson). This is the same location that I referenced in both my previous communications and my public comments at the October 24 Final Assessment Hearing.

I have copied all the city personnel on this email that have been a party to my communications or have been a participant at City Council meetings where the Daggett Bay Road Sewer Extension has been discussed with the exception of the Park Director.

Please reply to the requested Delivery Receipt associated with this email.

REQUEST

Based on my **BACKGROUND AND SUPPORT** below including the attached Exhibits 1-10, I am requesting the City Council, at their next City Council Meeting on Tuesday, November 12 at 7:00 PM, place the topic of my property on their Agenda. Specifically, I am asking the City Council to reconsider and reverse the decision to require my property at 36886 Brook Street (parcel 14160735) be connected to the city sewer line at this time and consequently be removed from the Sanitary Sewer Assessment before it is certified. (Note – I plan on attending the November 12, 2019 City Council Meeting.)

It is my belief that information that I had provided Mike Lyonais on September 2 and that he had forwarded to Dave Reese and Ted Strand on September 3 was never shared at either the September 9 Preliminary Assessment Hearing or the September 17 Special Council Meeting and therefore not considered by the City Council. The decision made by the

City Council on September 17 to proceed with the sewer extension and yet allow only certain parcels a waiver from immediate connection was an arbitrary one.

In fact, this arbitrary decision requires the Public Works Commission to amend the assessment policy (per City Attorney, Brad Persons) to allow this treatment for these other two parcels referenced above despite the fact that the city sewer line was being extended to Brook Street along their properties; **this special treatment afforded these two property owners should provide a precedent to waive the requirement for my property (parcel 14160735) to be connected to the city sewer line as well.**

I have attached Crow Wing County plat maps that clearly show that 13978 Daggett Bay Road should be required to connect to city sanitary sewer at the same time as my property, 36886 Brook Street, based upon the location of the buildings and septic systems (see Exhibit 9). In addition, 13959 Daggett Bay Road should be required to connect to city sanitary sewer at the same time as 36868 Brook Street, based upon the location of the buildings (see Exhibit 10).

You can contact me directly with any questions that you may have in advance of the meeting.

Thanks,

Jeff Pepski

Cell 612-790-4596

BACKGROUND AND SUPPORT

Note – Underlining has been added below for emphasis.

Exhibit 1 - City of Crosslake Notice of Hearing on Improvement on September 9, 2019 at 6:00 PM

This was mailed out by the City of Crosslake on or about August 27, 2019.

Exhibit 2 - My September 2, 2019 email to Mike Lyonais indicating that I will be unable to attend the upcoming meeting on September 3 and the City Council meeting on September 9 as I will be traveling. This also includes the forwarding of this email on September 3, 2019 to Dave Reese and Ted Strand.

I indicated my address as 36886 Brook Street and asked that he raise certain items on my behalf at these meetings. Specifically, number 5 was "The proposed location of the city sewer connection point taking into consideration (a) the circular driveway and about 20 trees within that area and (b) the location of the existing septic tanks. I believe the north side of the "guest" cabin adjacent to Brook Street may be the best location."

Exhibit 3 - City of Crosslake Resolution No. 19-16 Setting Date of Public Hearing

This resolution dated September 5, 2019 (not the September 3 date as I had originally thought and referenced) was for the public hearing referenced in Exhibit 1 that was adopted by a Special City Council meeting of the same date.

Exhibit 4 – City Council Minutes for Preliminary Assessment Hearing on Daggett Bay Road/Sewer Project held on Monday, September 9, 2019 at 6:00 PM

All City Council members were present as were Mike Lyonais, Char Nelson, Ted Strand, Dave Reese and Brad Person. Also present were Daryl Hankel, owner of parcel 14160596 at 13959 Daggett Bay Road and Dale Erickson, owner of parcel 14160654 at 13978 Daggett Bay Road.

The minutes reflect that "Dale Erickson owns property at 13978 Daggett Bay Road which is a corner lot and asked if he could hook up to sewer when it is extended to Brook Street."

The minutes also reflect that "Daryl Hankel owns property at 13959 Daggett Bay Road and stated that there is no septic on his property and will not pay a connection fee. Dave Reese replied that the appraiser determined that there is a

benefit for the sewer to run past this property and that the property owner would be required to pay the sewer and road assessment but not the sewer connection fee."

The minutes do not reflect any comments regarding parcel 14160596, the property I own at 36886 Brook Street even though I had requested that certain items on my behalf be raised at this meeting.

Exhibit 5 – Minutes for Special City Council Meeting held on Tuesday, September 14, 2019 at 4:00 PM

Only three City Council members were present as were Mike Lyonais, Char Nelson, TJ Graumann (Park Director), Ted Strand and Brad Person. Council Members absent were Aaron Herzog and John Andrews. There were also five people in the audience.

The minutes also reflect that "Daryl Hankel owns property at 13959 Daggett Bay Road and stated that his property currently has no well or septic, but that it would make sense for the connection to come off of Brook Street if they were added."

I did not receive notice of this Special Council Meeting and consequently did not attend. As previously stated, I was traveling during the September 5 and 9 City Council Meetings. I was outside the state from September 4-12 but would have been able to attend this September 14 meeting had I been aware of it.

Again, the minutes do not reflect any comments regarding parcel 14160596, the property I own at 36886 Brook Street even though I had requested that certain items on my behalf be raised with the City Council.

A motion was made and seconded "... to direct WSN to proceed with sanitary sewer extension on Daggett Bay Road to the intersection of Brook street and to recommend that parcels 14160602, 14160596, and 14160654 be allowed to hook up when the sewer is extended to Norway Trail and Brook Street."

The minutes further reflect that "Attorney Person suggested that the Public Works Commission discuss the issue and amend the assessment policy to allow for such circumstances."

The minutes also reflect that "Motion carried with all Ayes."

The minutes do not address which properties will be assessed for sanitary sewer extension only which properties be allowed to hook up when sewer is extended to Norway Trail and Brook Street.

Exhibit 6 – September 25, 2019 response from Dave Reese to my September 24, 2019 email to Mike Lyonais, Dave Reese and Ted Strand

In my Tuesday, September 24 email I indicated that I had stopped by City Hall the week before and spoke with Mike; he posed the question of whether I wanted to be connected to city sewer at this time. I indicated at that time and within my September 24 email that I don't want to be connected at this time as there is no assurance that Brook Street would ever be completed.

As an aside, when I spoke with Mike that prior week, he never mentioned what was decided at the September 14 Special Council Meeting.

In his response, Dave Reese copied Mike, Ted and Char, and addressed my questions. He also shared some plan specifications as to where the sanitary service connection on Brook Street could be on my property. The plan specification identified as Exhibit 6 - Page 3 of 4, indicates a location within 90 feet of my southern lot line – this would be still be within my circular driveway – see Picture Location A looking from the West and Picture Location B looking from the East.

It was not consistent with my desired placement (if necessary, at all) -- north of my "guest" cabin and not far from my lot line on the north side of my property. Picture Location C looking from the West and Picture Location D looking from the East would be the desired placement for a sanitary service connection based on the location of my "guest" cabin, driveway and existing septic system.

You will note in Picture Location D, that the septic system location of parcel 14160654 (13978 Daggett Bay Road owned by Dale Erickson) is directly across Brook Street. This is the same septic system location that the City Council voted unanimously on September 17 to waive a current sewer extension connection and ultimately avoid a Sanitary Sewer Assessment.

Exhibit 7 - City of Crosslake Notice of Hearing on Proposed Assessment on October 24, 2019 at 6:00 PM

This was mailed out by the City of Crosslake on or about September 30, 2019. Included with this notice was the Record of Assessment for my property indicating a \$7,500 assessment.

Exhibit 8 – Agenda for City of Crosslake Daggett Bay Road/Sewer Extension Project Final Assessment Hearing on October 24, 2019 at 6:00 PM

Included with this agenda was a copy of the proposed assessment by parcel for both Road and Sanitary Sewer. The only properties assessed for Sanitary Sewer were 13888 Daggett Bay Road, owned by the City of Crosslake, 36886 Brook Street owned by me and 36868 Brook Street owned by Kurt & Lerae Dallmann and Todd & Donna Lien.

There was also a Resolution adopting this assessment that was passed unanimously by all five City Council members attending the hearing.

Exhibit 9 - Crow Wing County plat map showing location of 13978 Daggett Bay Road and 36886 Brook Street relative to Brook Street.

Exhibit 10 - Crow Wing County plat map showing location of 13959 Daggett Bay Road and 36868 Brook Street relative to Brook Street.

CITY OF CROSSLAKE, MN
Notice of Hearing on Improvement

TO WHOM IT MAY CONCERN:

Notice is hereby given that the city council of Crosslake, MN will meet in the council chambers of the city hall at 6:00 p.m. on September 9, 2019, to consider the making of an improvement on Daggett Bay Road between CSAH 66 and Brook Street and including a portion of Brook Street north and south of the intersection with Daggett Bay Road pursuant to Minn. Stat. §§ 429.011 to 429.111. The estimated cost of the improvement is \$226,000. A reasonable estimate of the impact of the assessment will be available at the hearing. Such persons as desire to be heard with reference to the proposed improvement will be heard at this meeting.


City Clerk

Published in the Northland Press on August 20 and August 27, 2019.

From: Mike Lyonais mlyonais@crosslake.net
Subject: FW: Improvements on Daggett Bay Road and Brook Street
Date: Sep 3, 2019 at 9:13:20 AM
To: Dave Reese Dave.Reese@wsn.us.com, publicwk@crosslake.net
Cc: pepskis2@gmail.com

Dave/Ted -

Jeff Pepski stopped by last Friday and had a few additional questions on the Daggett Bay Road sewer extension - his questions are noted below.

Regards,

Mike L.

Michael R. Lyonais, CPA, CGMA
Administrator/Treasurer
City of Crosslake
mlyonais@crosslake.net
37028 County Road 66, Crosslake MN 56442
Phone: 218-692-2688; Fax 218-692-2687

-----Original Message-----

From: Jeff and Kathy Pepski [<mailto:pepskis2@gmail.com>]
Sent: Monday, September 2, 2019 1:59 PM
To: mlyonais@crosslake.net
Subject: Improvements on Daggett Bay Road and Brook Street

Mike,

As we discussed last Friday, I will not be able to attend the upcoming meetings on Tuesday, September 3 and the City Council meeting on September 9 as I will be traveling.

My address in Crosslake is 36886 Brook Street - at the intersection of the two roads impacted by the planned improvements.

There are a few items that I would like more definitive answers for that I would

EXHIBIT 2 - PAGE 1 OF 2

appreciate you raising on my behalf at these meetings.

1. Date the work will be performed (started and completed) for both the road improvement and the sewer line.
2. The proposed amount of the special assessment.
3. The time period that the sewer line connection to my property must be completed by; I understand this will also be at my expense.
4. The amount of the city sewer connection fee to our property - \$4,000 in total or \$4,000 for each of the two cabins.
5. The proposed location of the city sewer connection point taking into consideration (a) the circular driveway and about 20 trees within that area and (b) the location of the existing septic tanks. I believe the north side of the "guest" cabin adjacent to Brook Street may be the best location.

It is my understanding that a physical inspection of the property by Ted Strand, your Public Works Director, may be necessary to respond to the last two items.

Thanks for your assistance with this matter.

Jeff Pepski
Cell 612-790-4596

Sent from my iPhone=

CITY OF CROSSLAKE
RESOLUTION NO. 19-16

RESOLUTION RECEIVING FEASIBILITY REPORT AND SETTING DATE OF
PUBLIC HEARING

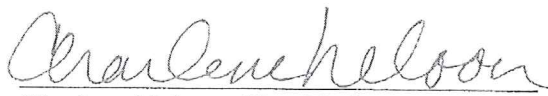
WHEREAS, pursuant to resolution of the council adopted September 5, 2019, a report has been prepared by Widseth Smith Nolting with reference to extending sanitary sewer and improving Daggett Bay Road and a portion of Brook Street between CSAH 66 and Brook Street and a portion of Brook Street north and south of the intersection with Daggett Bay Road and this report was received by the council on September 5, 2019, and

WHEREAS, the report provides information regarding whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

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

1. The council will consider the improvement of such street in accordance with the report and the assessment of abutting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of the improvement of \$226,300.
2. A public hearing shall be held on such proposed improvement on the 9th day of September 2019, in the council chambers of the city hall at 6:00 p.m. and the clerk shall give mailed and published notice of such hearing and improvement as required by law.

Adopted by the council this 5th day of September 2019.



Charlene Nelson, City Clerk



David Nevin, Mayor

PRELIMINARY ASSESSMENT HEARING
DAGGETT BAY ROAD/SEWER PROJECT
CITY OF CROSSLAKE
MONDAY, SEPTEMBER 9, 2019
6:00 P.M. – CITY HALL

The Council for the City of Crosslake held a Public Hearing on September 9, 2019. The following Council Members were present: Mayor Dave Nevin, Gary Heacox, Dave Schrupp, Aaron Herzog and John Andrews. Also present were City Administrator/Treasurer Mike Lyonais, City Clerk Char Nelson, Public Works Director Ted Strand, City Attorney Brad Person and City Engineer Dave Reese. There were approximately twenty people in the audience.

Mayor Nevin called the meeting to order at 6:00 P.M. and turned the meeting over to Dave Reese. Mr. Reese explained that this is a required hearing by State Statutes, Chapter 429 related to special assessments. The purpose of the meeting is to present the project, costs, and estimated assessments to the affected property owners and to hear public comment regarding the project.

Dave Reese reviewed the scope of the project and reported that six property owners are subject to special assessments and sewer connection charges. The City plans to install the sewer line to the road right of way line and the property owner will be responsible to connect that line to their building. Daggett Bay Road will be widened approximately 4 feet. The preliminary estimate for the reconstruction of the road and installation of sanitary sewer from CSAH 66 to Brook Street is \$226,300.

Dave Reese explained the method of assessment used for this project and gave examples of how it would affect a commercial versus residential property. The benefit value of the project to each property owner was determined by an appraisal. Mr. Reese presented proposed assessments for each property. Assessments were based on square footage of lots. Roadway assessments ranged from \$1,403 to \$2,104 and sanitary sewer assessments ranged from \$4,443 to \$7,500. Sewer connection fees ranged from \$4,000 to \$13,000. The final assessment hearing will be held October 14, 2019. The City will allow property owners to pay over 10 years with a 4% interest rate. On an assessment of \$7,500, the yearly payment would be approximately \$911. If a property owner pays the whole assessment within 30 days of the final hearing, no interest is due. Sewer usage charges are currently \$50 per month and that amount is paid whether or not the sewer system is used.

Daryl Hankel owns property at 13959 Daggett Bay Road and stated that there is no septic on the property and will not pay a connection fee. Dave Reese replied that the appraiser determined that there is a benefit for the sewer to run past this property and that the property owner would be required to pay the sewer and road assessment but not the sewer connection fee.

Lucy Guttormson of 13931 Daggett Bay Road stated that the condition of the current road is fine and that the City should pay for the cost of road construction because they are the ones digging it up. Ms. Guttormson felt that the assessment was unfair and that it came as a surprise. It is very costly and she is on a limited income.

Dale Erickson owns property at 13978 Daggett Bay Road and stated that his building is half commercial, half residential. The septic system at this property is only five years old and Mr. Erickson asked if he could hook up to the sewer after the septic fails. Mr. Erickson stated that there are several people down the road that would like to hook up to the sewer and suggested that the cost could be less expensive if the project was extended. Mr. Erickson stated that the people on Daggett Bay Road are being penalized because City Hall is being built here and that if it weren't for City Hall, there would be no project.

Mike Rardin of 14089 Norway Trail asked if the project has gone out for bids and how the assessments were determined because there is a wide range of value. Dave Reese replied that the City is using Sourcewell for the construction project which eliminates competitive bidding while still meeting State law. The appraiser looked at several areas of the City to determine benefit related to riparian and non-riparian lots. The Public Works Commission reviewed the appraisals and recommended the amounts to be used for this project.

Michael Kobs of 14096 Norway Trail stated that there are many people on Norway Trail that would like to hook up to City sewer and asked if that was possible in the future.

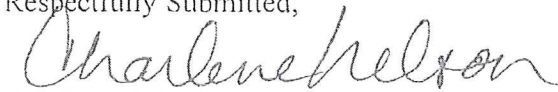
Lucy Guttormson of 13931 Daggett Bay Road asked if she could wait to hook up until the City extends the sewer to Norway Trail because her house is on the corner of both streets.

Tom Dequattro of 14082 Norway Trail stated that it makes sense to include the extension of sewer to Norway Trail now.

Dale Erickson owns property at 13978 Daggett Bay Road which is a corner lot and asked if he could hook up to sewer when it is extended to Brook Street.

There being no more public comment at 6:55 P.M., MOTION 09PH1-01-19 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO ADJOURN THE MEETING. MOTION CARRIED WITH ALL AYES.

Respectfully Submitted,



Charlene Nelson
City Clerk

PUBLIC HEARING
DAGGETT BAY ROAD/SANITARY SEWER ASSESSMENT HEARING
CITY OF CROSSLAKE
MONDAY, SEPTEMBER 9, 2019
6:00 P.M. - CITY HALL

SIGN-IN SHEET

NAME	ADDRESS	PHONE
Bob Anderson	2100 1st St. S.E.	218-300-2111
Bob Anderson	" " "	518-831-5101
Mike Hellingberg	12000 1st St. S.E.	612-490-4900
Ken Loh	3002 Perkins Rd	218 092 1211
Maria David	36211 Silver Pl. Rd	218-232-1101
Lucille Kottmann	(hero for Northland Press)	218-698 2692
Robert Tilton John	57021 Brunkhouse Rd	218-692-4762
Ralph Tilton	"	"
DALE PRICKSON	139	218 839 1262
Jacome Kobs	14096 Norway Trail	
Michael Kobs	" "	612-850-7995
Mark Rooden	14087 " "	952-807-5282
Brian Rude	" " "	
Lisa Neaton	14095 " "	507-340-0022
Kirk Meszias	14855 53rd Ave. W. (Lakewood)	507 340 8861
Chris Neaton	"	612-508-3141
Ann Scheypp		
MJC TRHWA	PUBLIC HEARING	

SPECIAL COUNCIL MEETING
CITY OF CROSSLAKE
TUESDAY, SEPTEMBER 17, 2019
4:00 P.M. – CITY HALL

The Council for the City of Crosslake held a Special Meeting on September 17, 2019. The following Council Members were present: Mayor Dave Nevin, Gary Heacox, and Dave Schrupp. Aaron Herzog and John Andrews were absent. Also present were City Administrator/Treasurer Mike Lyonais, City Clerk Char Nelson, Park Director TJ Graumann, Public Works Director Ted Strand, and City Attorney Brad Person. There were five people in the audience.

Mayor Nevin called the meeting to order at 4:00 P.M. and stated that he would like the Council to consider stopping the installation of sanitary sewer at the entry to the new City Hall building on Daggett Bay Road. Mr. Nevin added that the remainder of the sewer could be installed when the sewer extension to Brook Street and Norway Trail was completed.

Dave Schrupp stated that the sewer should go in as planned and that it made sense for two of the other properties to hook up to the sewer when it is installed on Brook Street and Norway Trail, due to the location of their septic systems. All property owners would be responsible for road assessments. Gary Heacox stated that there is no reason to stop the installation in the middle of the road. A lengthy discussion ensued regarding assessment deferrals and that decisions made now would affect future projects. Ted Strand suggested that sewer stubs be put in at each property on Daggett Bay Road even though they may never be used.

Daryl Hankel owns property at 13959 Daggett Bay Road and stated that his property currently has no well or septic, but that it would make sense for the connection to come off of Brook Street if they were ever added.

Lucy Guttormson of 13931 Daggett Bay Road stated that it would be helpful for her to hook up to sewer when it is installed on Norway Trail.

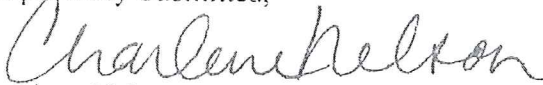
MOTION 09SP2-01-19 WAS MADE BY DAVE SCHRUPP AND SECONDED BY GARY HEACOX TO DIRECT WSN TO PROCEED WITH SANITARY SEWER EXTENSION ON DAGGETT BAY ROAD TO THE INTERSECTION OF BROOK STREET AND TO RECOMMEND THAT PARCELS 14160602, 14160596, AND 14160654 BE ALLOWED TO HOOK UP WHEN THE SEWER IS EXTENDED TO NORWAY TRAIL AND BROOK STREET. Attorney Person suggested that the Public Works Commission discuss the issue and amend the assessment policy to allow for such circumstances. MOTION CARRIED WITH ALL AYES.

TJ Graumann gave an update on the pickleball courts project and stated that the quote from Anderson Brothers increased \$11,000. The sidewalk adjacent to the courts was not included in the first quote and 879 yards of dirt needs to be removed from the site. Dave Schrupp suggested removing the 16' social area from the plans. Mr. Graumann suggested that the plans go back to the Park Commission for review and reported that WSN said that delaying the project until spring would add an additional three days to construction. Mr. Graumann added that he will invite the

pickleball players to attend the commission meeting. MOTION 09SP2-02-19 WAS MADE BY GARY HEACOX AND SECONDED BY DAVE SCHRUPP TO SEND THE PICKLEBALL COURTS PROJECT PLANS TO THE PARK COMMISSION FOR REVIEW/MODIFICATIONS AND TO POSTPONE CONSTRUCTION UNTIL SPRING 2020.MOTION CARRIED WITH ALL AYES.

There being no further business at 4:40 P.M., MOTION 09SP2-03-19 WAS MADE BY GARY HEACOX AND SECONDED BY DAVE SCHRUPP TO ADJOURN THE MEETING. MOTION CARRIED WITH ALL AYES.

Respectfully Submitted,


Charlene Nelson
City Clerk

pepskis

From: Jeff and Kathy Pepski <pepskis2@gmail.com>
Sent: Friday, October 04, 2019 5:45 AM
To: pepskis@comcast.net
Subject: Fwd: Improvements on Daggett Bay Road and Brook Street
Attachments: DaggettBayRd-SanSwrExtension-SheetC09.02.pdf; Untitled attachment 00007.htm; DaggettBayRoad-SanSewExtension_SheetC05.02.pdf; Untitled attachment 00010.htm

Sent from my iPhone

Begin forwarded message:

From: Dave Reese <Dave.Reese@wsn.us.com>
Date: September 25, 2019 at 5:25:38 PM CDT
To: Jeff and Kathy Pepski <pepskis2@gmail.com>, Mike Lyonais <mlyonais@crosslake.net>
Cc: "publicwk@crosslake.net" <publicwk@crosslake.net>, "Charlene Nelson (cityclerk@crosslake.net)" <cityclerk@crosslake.net>
Subject: RE: Improvements on Daggett Bay Road and Brook Street

Jeff,
I have attached the construction plan sheet relative to your property with the range of frontage where the service pipe can be installed. The portion of the 4" service pipe installed by the City will end with a vertical clean-out pipe at the right-of-way line as shown in the attached detail sheet; this will be the point of connection for your contractor (either at the bottom or anywhere along the vertical cleanout pipe). The elevation of the bottom of the service pipe (the invert) will be in the range from 1231.90 to 1232.20 depending on where the service is positioned along your frontage (about 8' +/- in depth). I will try to answer your questions below (in red).
Dave

Dave Reese, PE
Civil Engineer, VP
218-316-3629
Dave.Reese@wsn.us.com

Widseth Smith Nolting
7804 Industrial Park Road | Baxter, MN 56425-2720

WidsethSmithNolting.com
Engineering | Architecture | Surveying | Environmental
-----Original Message-----

From: Jeff and Kathy Pepski <pepskis2@gmail.com>
Sent: Tuesday, September 24, 2019 2:05 PM
To: Mike Lyonais <mlyonais@crosslake.net>
Cc: Dave Reese <Dave.Reese@wsn.us.com>; publicwk@crosslake.net
Subject: Re: Improvements on Daggett Bay Road and Brook Street

Mike, Dave and Ted,

As a follow up to recent conversations with Mike and Ted, I wanted to ask some additional questions and share some comments.

When I stopped by the City Hall last week and spoke with Mike, the question was posed if I wanted to be connected to city sewer at this time.

As I indicated then, I continue to believe that all of Brook Street should be connected at the same time and not be completed on a piecemeal basis.

I don't want to be connected at this time as there is no assurance that the remainder of Brook Street would ever be completed due to the likelihood of city pumping stations required for the property just north of us (Property ID #14160736) and also at a property south of us (Property ID #14160732/14160733).

In addition, I don't know how the connection would impact me - I have had no issues with our septic system other than one freeze in twenty years. Would this addition sewer line increase my risk for issues in the future? The risk of freezing is relative to a number of factors: the depth of the pipe, whether it is in a traffic area where the frost is driven deeper, if the pipe will be insulated, and whether it is gravity or pressure sewer and, if pressure, will it always be full of liquid due to a check valve at the discharge of the pump or will the pressure line be allowed to drain back to the pump tank after the pumping cycle is completed? These conditions vary on every property. The Contractor you hire to install the service should be aware of these factors when designing your connection and address the site conditions with his design.

I have the following follow-up questions:

1. Should a sewer line be placed under Brook Street, what would the below ground depth and elevation be at the north side of my lot line ? What would it be at the north side of the guest cabin that would also need to be connected from the stub line ? The elevation of the service pipe invert at the north property line would be estimated at approximately 1232.60 (about 8' deep at that location).
2. Do you have the names of parties I could contact to obtain more information on the actual installation of the connection from a proposed stub to our septic system ?

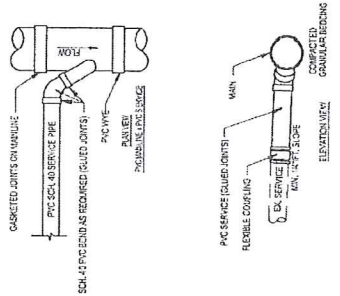
Perhaps include who the city will be using for the new city hall building; I am interested in gathering additional information of what would be required on my part and the estimated cost. The prime contractor for the City project will be Hy-Tec Construction of Brainerd. Hy-Tec will likely subcontract an excavator to install the sewer mains and services but we do not know who that will be at the present time. We can forward that information when it becomes known. There are several local excavating contractors listed in the area that you could contact; however, it is not the City's policy to recommend or endorse specific contractors.

Thanks for your consideration of these matters.

Jeff Pepski
36886 Brook Street
Cell 612-780-4596

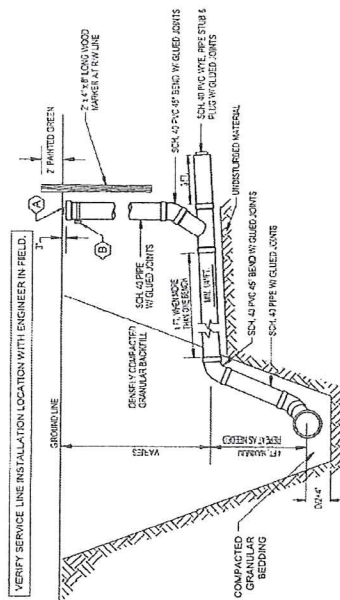
Sent from my iPhone

> On Sep 3, 2019, at 9:17 AM, Mike Lyonais <mlyonais@crosslake.net> wrote:
>
> Dave/Ted -

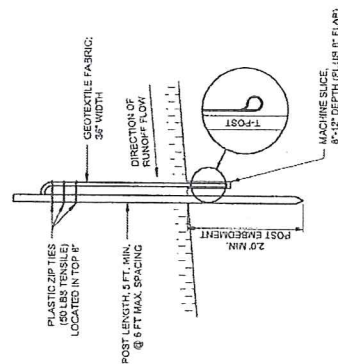
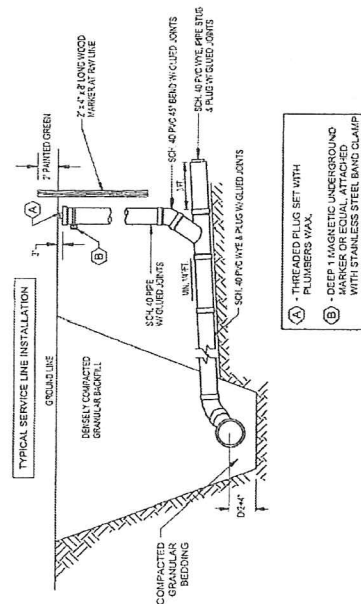


NOTES:

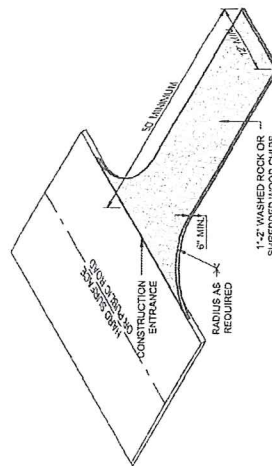
1. PAY LENGTH FOR SERVICE LINE SHALL BE MEASURED ALONG THE SERVICE LINE CENTERLINE HORIZONTALLY FROM THE FIRST TO THE LAST BENDS, PLUGS, CAPS, MARKERS, ADAPTERS, COUPLINGS, OR OTHER ACCESSORIES. THE TOTAL PAY LENGTH OF ALL SERVICE LINES SHALL BE THE SUM OF THE LENGTHS OF ALL INDIVIDUAL SERVICE LINES. THE AT-THREADED PLUG AND CONCRETE BLOCKING SHALL BE INCIDENTAL. WYE AT THE MAIN IS A SEPARATE PAY ITEM.
2. SILL SEALER SHALL BE WRAPPED AROUND SERVICE PIPE RISERS WHEN INSTALLED IN CLAY SOILS. THIS SHALL BE CONSIDERED INCIDENTAL.



SANITARY SEWER SERVICE DETAILS
NO SCALE



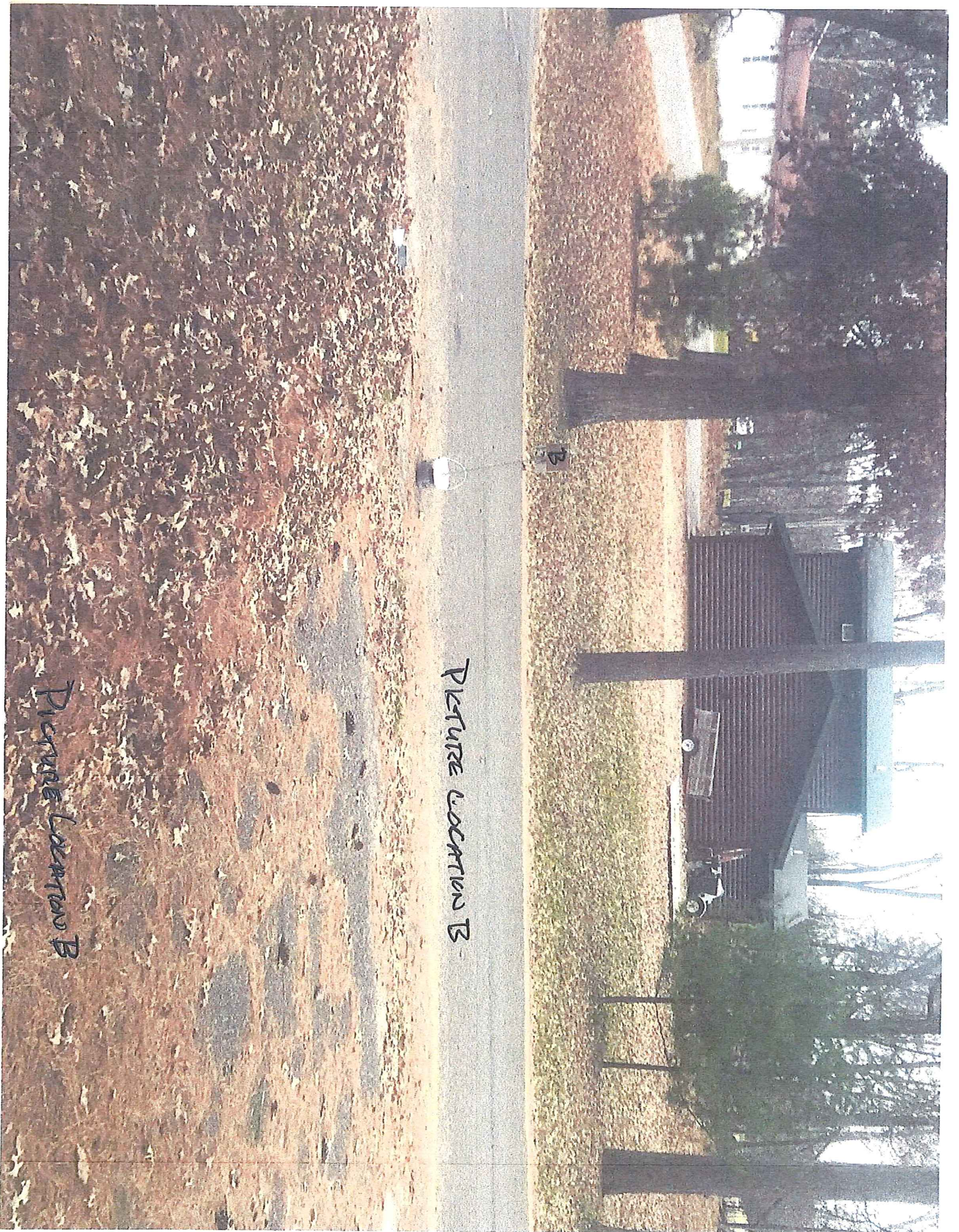
SILT FENCE DETAIL - MACHINE SLICED



TEMPORARY ROCK CONSTRUCTION ENTRANCE



Picture Location A



Picture Location B

Picture Location B



Picture Location

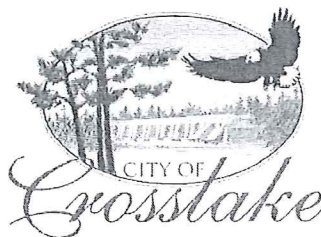


D

Picture Location D

Picture Location D

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



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

CITY OF CROSSLAKE, MN
Notice of Hearing on Proposed Assessment

Crosslake, Minnesota September 30, 2019.

TO WHOM IT MAY CONCERN:

Notice is hereby given that the council will meet at 6:00 p.m. on October 24, 2019 at City Hall to consider, and possibly adopt, the proposed assessment for extending sanitary sewer and improving Daggett Bay Road and a portion of Brook Street between CSAH 66 and Brook Street and a portion of Brook Street north and south of the intersection with Daggett Bay Road. Adoption by the council of the proposed assessment may occur at the hearing. The following is the area proposed to be assessed:

All properties abutting Daggett Bay Road and those abutting a portion of Brook Street north and south of the intersection with Daggett Bay Road.

The amount to be specially assessed against your particular lot, piece, or parcel of land is shown in the attachment to this notice. Such assessment is proposed to be payable in equal annual installments extending over a period of 10 years, the first of the installments to be payable on or before the first Monday in January 2020, and will bear interest at the rate of 4 percent per annum from the date of the adoption of the assessment resolution. To the first installment shall be added interest on the entire assessment from the date of the assessment resolution until December 31, 2019. To each subsequent installment when due shall be added interest for one year on all unpaid installments.

You may at any time prior to certification of the assessment to the county auditor, pay the entire assessment on such property, with interest accrued to the date of payment, to the City Clerk. No interest shall be charged if the entire assessment is paid within 30 days from the adoption of this assessment. You may at any time thereafter, pay to the City Clerk the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year. If you decide not to prepay the assessment before the date given above the rate of interest that will apply is 4 percent per year. The right to partially prepay the assessment is not available.

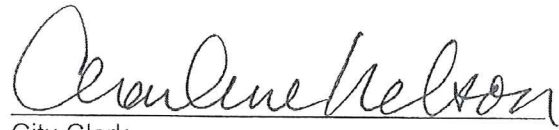
The proposed assessment roll is on file for public inspection at the city clerk's office. The total amount of the proposed assessment is \$77,291. Written or oral objections will be considered at the meeting. No appeal to district court may be taken as to the amount of an assessment unless a written objection signed by the affected property owner is filed with the municipal clerk prior to the assessment hearing or presented to the presiding officer at the hearing. The council may upon such notice consider any objection to the amount of a proposed individual assessment at an adjourned meeting upon such further notice to the affected property owners as it deems advisable.

Under Minn. Stat. §§ 435.193 to 435.195, the council may, in its discretion, defer the payment of this special assessment for any homestead property owned by a person 65 years of age or older, one retired by virtue of a permanent and total disability, or a member of the National Guard or other reserves ordered to active military service for whom it would be a hardship to make the payments. When deferment of the special assessment has been granted and is terminated for any reason

EXHIBIT 7 - PAGE 1 OF 3

provided in that law, all amounts accumulated plus applicable interest become due. Any assessed property owner meeting the requirements of this law, may, within 30 days of the confirmation of the assessment, apply to the city clerk for the prescribed form for such deferral of payment of this special assessment on his/her property.

An owner may appeal an assessment to district court pursuant to Minn. Stat. § 429.081 by serving notice of the appeal upon the mayor or clerk of the city within 30 days after the adoption of the assessment and filing such notice with the district court within ten days after service upon the mayor or clerk.


City Clerk

RECORD OF ASSESSMENT

PROJECT: PROJECT LOCATION: TYPE OF IMPROVEMENT: NAME OF TAXPAYER: ADDRESS: CITY:		DAGGETT BAY ROAD SANITARY SEWER EXTENSION CROSSLAKE, MN ROADWAY AND SANITARY SEWER PEPSKI, JEFFREY A TRUST 3630 YUMA LN N PLYMOUTH, MN 55446	
NAME OF FEE OWNER: ADDRESS: CITY:		PEPSKI, JEFFREY A TRUST 3630 YUMA LN N PLYMOUTH, MN 55446	
PROPERTY ADDRESS: PROPERTY ID NUMBER: LEGAL DESCRIPTION:		36866 BROOK ST 141210000110009 SECTION: 15 TOWNSHIP: 27	
ROAD ASSESSMENT SANITARY SEWER ASSESSMENT		\$0.00 \$7,500.00 \$7,500.00	
TOTAL INITIAL ASSESSMENT: PREPAYMENT: SUBTOTAL: 2019 INTEREST: TOTAL CERTIFIED AMOUNT:		\$7,500.00 \$56.71 \$7,556.71	
LEGAL:		LOT 11, DAGGETT BAY	
COMMENTS:			

YEAR	ANNUAL PAYMENT	PRINCIPAL	INTEREST	UNPAID BALANCE
2020	\$981.39	\$524.68	\$356.71	\$6,875.32
2021	\$924.68	\$649.67	\$275.01	\$6,225.65
2022	\$924.68	\$675.66	\$249.03	\$5,549.99
2023	\$924.68	\$702.68	\$222.00	\$4,847.31
2024	\$924.68	\$730.79	\$193.89	\$4,116.52
2025	\$924.68	\$760.02	\$164.66	\$3,356.50
2026	\$924.68	\$790.42	\$134.26	\$2,566.08
2027	\$924.68	\$822.04	\$102.64	\$1,744.04
2028	\$924.68	\$854.92	\$69.76	\$89.12
2029	\$924.68	\$889.12	\$35.56	\$0.00

FIXED PAYMENT CONDITIONS:
 Principal: \$7,500.00
 Interest rate: 4.00%
 Annual payment: \$924.68
 Years: 10

AGENDA
CITY OF CROSSLAKE
DAGGETT BAY ROAD/SEWER EXTENSION PROJECT
FINAL ASSESSMENT HEARING
THURSDAY, OCTOBER 24, 2019
6:00 P.M. – CITY HALL

1. Call to Order
2. City Administrator – Review Mailing and Publication of Assessment Hearing
3. City Engineer – Review Project Costs and Assessment Roll
4. Public Comments
5. Council Member Questions and Comments
6. Resolution Adopting Assessment (Council Action-Motion)
7. Adjourn

PROJECT: DAGGETT BAY ROAD SANITARY SEWER EXTENSION
MUNICIPAL PROJECT NUMBER:
PROJECT LOCATION: CROSSLAKE, MN
INTEREST RATE: 4.00% Number of Individual Assessments: 7
DAYS BEFORE FIRST YEAR: 69
YEARS: 10
FIRST YEAR OF ASSESSMENT: 2020

R.E. CODE	PROPERTY ADDRESS	FEE OWNER	ASSESSMENT TERM	ROAD	SANITARY SEWER	TOTAL ASSESSMENT	PREPAYMENT	CERTIFIED AMOUNT
120162200BA0009	13888 DAGGETT BAY ROAD	CITY OF CROSSLAKE	37028 10	\$24,553.00	\$10,710.00	\$55,278.00		\$55,278.00
141590010050009	13978 DAGGETT BAY ROAD	ERICKSON, DALE L	121 10	\$1,951.00	\$0.00	\$1,951.00		\$1,951.00
142270010010009	36846 COUNTY ROAD 66	GUTTORMSON, STEVEN R	37118 M 10	\$1,403.00	\$0.00	\$1,403.00		\$1,403.00
142270020010009	13931 DAGGETT BAY RD	GUTTORMSON, ARNOLD & LUCY	13931 1 10	\$1,555.00	\$0.00	\$1,555.00		\$1,555.00
142270020070009	13959 DAGGETT BAY RD	HANKEL, DARYLE	3579 10	\$2,104.00	\$0.00	\$2,104.00		\$2,104.00
141210000110009	36886 BROOK ST	PEPSKI, JEFFREY A TRUST	361 10	\$0.00	\$7,500.00	\$7,500.00		\$7,500.00
141210000120009	36888 BROOK ST	DALLMANN, KURT & LERAE & TODD & DONNA LEIN	2820 10	\$0.00	\$7,500.00	\$7,500.00		\$7,500.00
				\$31,581.00	\$45,710.00	\$77,291.00	\$0.00	\$77,291.00

CITY OF CROSSLAKE
RESOLUTION NO. 19-_____

RESOLUTION ADOPTING ASSESSMENT

WHEREAS, pursuant to proper notice duly given as required by law, the council has met and heard and passed upon all objections to the proposed assessment for extending sanitary sewer and improving Daggett Bay Road and a portion of Brook Street between CSAH 66 and Brook Street and a portion of Brook Street north and south of the intersection with Daggett Bay Road,

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

1. Such proposed assessment, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.
2. Such assessment shall be payable in equal annual installments extending over a period of 10 years, the first of the installments to be payable on or before the first Monday in January 2020, and shall bear interest at the rate of 4 percent per annum from the date of the adoption of this assessment resolution. To the first installment shall be added interest on the entire assessment from the date of this resolution until December 31, 2019. To each subsequent installment, when due, shall be added interest for one year on all unpaid installments.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the city clerk/treasurer, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of this resolution; and he/she may, at any time thereafter, pay to the city clerk/treasurer the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the next succeeding year.
4. The clerk shall forthwith transmit a certified duplicate of this assessment to the county auditor to be extended on the property tax lists of the county. Such assessments shall be collected and paid over in the same manner as other municipal taxes.

Adopted by the City Council by a ____/5ths vote this 24th day of October, 2019.

David Nevin, Mayor

Charlene Nelson, City Clerk

[Home](#) [Property Records](#) [Contact Us](#)

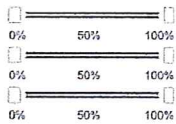


[Property Search](#) [Advanced Search](#) [Map Search](#)



EXHIBIT 9 - PAGE 1 OF 2

This aerial map displays the City of Crosslake, Minnesota, with various property lots outlined in yellow. A specific parcel, located in the upper right quadrant, is highlighted with a thick yellow border. This parcel is situated between Baggett Bay Rd to the west and Brook St to the south. It is adjacent to several other lots, including 1416063, 1416073, 1416074, 1416073, 1416072, and 1416071. The map also shows Baggett Bay Rd, Brook St, and the City of Crosslake boundary. Other visible lot numbers include 1416062, 1416061, 1416060, 1416059, 1416058, 1416057, 1416056, 1416055, 1416054, 1416053, 1416052, 1416051, 1416050, 1416049, 1416048, 1416047, 1416046, 1416045, 1416044, 1416043, 1416042, 1416041, 1416040, 1416039, 1416038, 1416037, 1416036, 1416035, 1416034, 1416033, 1416032, 1416031, 1416030, 1416029, 1416028, 1416027, 1416026, 1416025, 1416024, 1416023, 1416022, 1416021, 1416020, 1416019, 1416018, 1416017, 1416016, 1416015, 1416014, 1416013, 1416012, 1416011, 1416010, 1416009, 1416008, 1416007, 1416006, 1416005, 1416004, 1416003, 1416002, 1416001, 1416000, 1415999, 1415998, 1415997, 1415996, 1415995, 1415994, 1415993, 1415992, 1415991, 1415990, 1415989, 1415988, 1415987, 1415986, 1415985, 1415984, 1415983, 1415982, 1415981, 1415980, 1415979, 1415978, 1415977, 1415976, 1415975, 1415974, 1415973, 1415972, 1415971, 1415970, 1415969, 1415968, 1415967, 1415966, 1415965, 1415964, 1415963, 1415962, 1415961, 1415960, 1415959, 1415958, 1415957, 1415956, 1415955, 1415954, 1415953, 1415952, 1415951, 1415950, 1415949, 1415948, 1415947, 1415946, 1415945, 1415944, 1415943, 1415942, 1415941, 1415940, 1415939, 1415938, 1415937, 1415936, 1415935, 1415934, 1415933, 1415932, 1415931, 1415930, 1415929, 1415928, 1415927, 1415926, 1415925, 1415924, 1415923, 1415922, 1415921, 1415920, 1415919, 1415918, 1415917, 1415916, 1415915, 1415914, 1415913, 1415912, 1415911, 1415910, 1415909, 1415908, 1415907, 1415906, 1415905, 1415904, 1415903, 1415902, 1415901, 1415900, 1415899, 1415898, 1415897, 1415896, 1415895, 1415894, 1415893, 1415892, 1415891, 1415890, 1415889, 1415888, 1415887, 1415886, 1415885, 1415884, 1415883, 1415882, 1415881, 1415880, 1415879, 1415878, 1415877, 1415876, 1415875, 1415874, 1415873, 1415872, 1415871, 1415870, 1415869, 1415868, 1415867, 1415866, 1415865, 1415864, 1415863, 1415862, 1415861, 1415860, 1415859, 1415858, 1415857, 1415856, 1415855, 1415854, 1415853, 1415852, 1415851, 1415850, 1415849, 1415848, 1415847, 1415846, 1415845, 1415844, 1415843, 1415842, 1415841, 1415840, 1415839, 1415838, 1415837, 1415836, 1415835, 1415834, 1415833, 1415832, 1415831, 1415830, 1415829, 1415828, 1415827, 1415826, 1415825, 1415824, 1415823, 1415822, 1415821, 1415820, 1415819, 1415818, 1415817, 1415816, 1415815, 1415814, 1415813, 1415812, 1415811, 1415810, 1415809, 1415808, 1415807, 1415806, 1415805, 1415804, 1415803, 1415802, 1415801, 1415800, 1415799, 1415798, 1415797, 1415796, 1415795, 1415794, 1415793, 1415792, 1415791, 1415790, 1415789, 1415788, 1415787, 1415786, 1415785, 1415784, 1415783, 1415782, 1415781, 1415780, 1415779, 1415778, 1415777, 1415776, 1415775, 1415774, 1415773, 1415772, 1415771, 1415770, 1415769, 1415768, 1415767, 1415766, 1415765, 1415764, 1415763, 1415762, 1415761, 1415760, 1415759, 1415758, 1415757, 1415756, 1415755, 1415754, 1415753, 1415752, 1415751, 1415750, 1415749, 1415748, 1415747, 1415746, 1415745, 1415744, 1415743, 1415742, 1415741, 1415740, 1415739, 1415738, 1415737, 1415736, 1415735, 1415734, 1415733, 1415732, 1415731, 1415730, 1415729, 1415728, 1415727, 1415726, 1415725, 1415724, 1415723, 1415722, 1415721, 1415720, 1415719, 1415718, 1415717, 1415716, 1415715, 1415714, 1415713, 1415712, 1415711, 1415710, 1415709, 1415708, 1415707, 1415706, 1415705, 1415704, 1415703, 1415702, 1415701, 1415700, 1415699, 1415698, 1415697, 1415696, 1415695, 1415694, 1415693, 1415692, 1415691, 1415690, 1415689, 1415688, 1415687, 1415686, 1415685, 1415684, 1415683, 1415682, 1415681, 1415680, 1415679, 1415678, 1415677, 1415676, 1415675, 1415674, 1415673, 1415672, 1415671, 1415670, 1415669, 1415668, 1415667, 1415666, 1415665, 1415664, 1415663, 1415662, 1415661, 1415660, 1415659, 1415658, 1415657, 1415656, 1415655, 1415654, 1415653, 1415652, 1415651, 1415650, 1415649, 1415648, 1415647, 1415646, 1415645, 1415644, 1415643, 1415642, 1415641, 1415640, 1415639, 1415638, 1415637, 1415636, 1415635, 1415634, 1415633, 1415632, 1415631, 1415630, 1415629, 1415628, 1415627,



13978 DAGGETT BAY RD

36886 BROOK STREET

EXHIBIT 9 - PAGE 2 OF 2

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[Property Search](#) [Advanced Search](#) [Map Search](#)

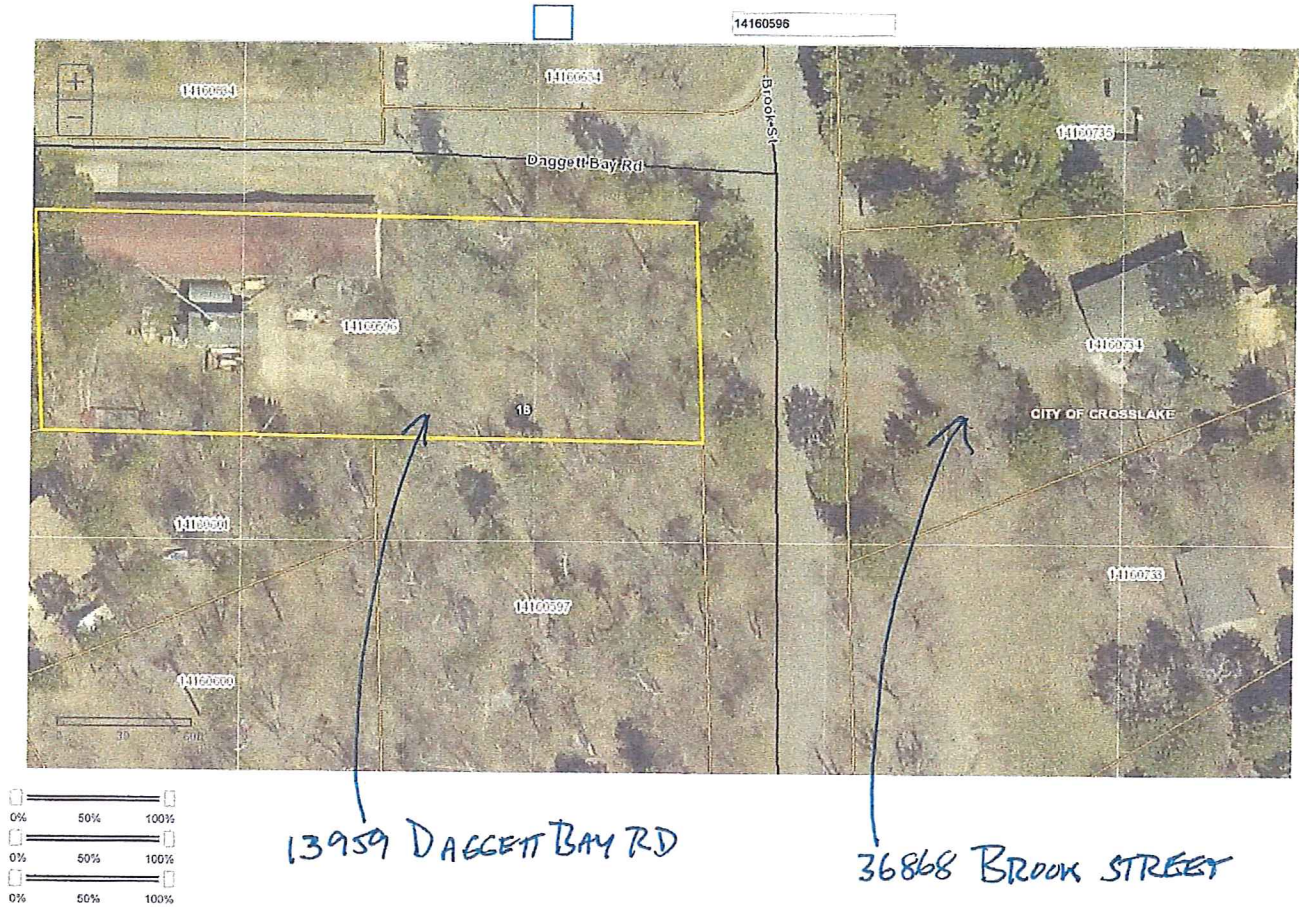
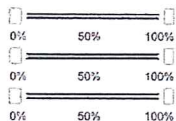


EXHIBIT 16 - PAGE 1 OF 2

4

14160734



13959 DAGGETT Bay RD

36868 BROOK STREET

EXHIBIT 10 - PAGE 2 OF 2

E.
1.

City of Crosslake

From: Marcia Seibert-Volz <mlsv@crosslake.net>
Sent: Tuesday, November 5, 2019 2:11 PM
To: Cityclerk@crosslake.net
Subject: Addition to council agenda

City Clerk, I am requesting to be put on the November 12, 2019 regular council meeting agenda. The purpose of the request is to discuss the rules of order/procedure regarding the public forum. Has the council formally or informally adopted rules regarding specifically the public forum agenda item? If there is, could you please provide me with a copy by return email as soon as possible. If you have questions, please contact me. Thank you.

Marcia Seibert-Volz
37668 Moen Beach Trail
Crosslake, MN 56442

Sent from Mail for Windows 10

E.
2.

November 1, 2019

Good afternoon.

I am the Coordinator of Crow Wing County DWI Court. We are seeking \$100 in fiscal support for the fiscal year of 2020 for our program. We are working to enhance services to our participants, that advance their health and welfare needs. Our participants are Crow Wing County residence, this puts your support of the Crow Wing County DWI Court directly back into the community.

Crow Wing County DWI Court is a multidisciplinary Court that works with high risk/high needs DWI offenders. We are funded through Crow Wing County, Office of Traffic Safety, participant fees, and local fund raising. State statistics show that for every \$1, spent there is a savings of at least \$10. Because of the structure of our funding, allocated dollars can only be spent for specific expenditures. This leaves us with gaps in services that we need to fill. Your annual financial support can help us to reach that goal.

Sobriety Court is a voluntary program that is a minimum of 18 months in length. Participants are screened to see if they meet program criteria. If they are accepted into the program they are highly supervised by Cameron Behm, DWI Court Probation Agent, and local Law Enforcement. The Agent and/or Law Enforcement Officers call on our participants several times per week, 24/7. If any participant doesn't follow our program rules, they are sanctioned, and may be terminated from the program. We hold court every other week, and participants are also required to attend treatment and sober support meetings, as well as to have and maintain employment and stable housing.

Our mission is to enhance public safety by increasing the supervision of DWI offenders, reducing recidivism rates and increasing success of treatment. This results in participants becoming contributing member of society with restored self-worth. Our recidivism rate is 4%, which is far below the national average of 25%.

We work not only with our participants, but with their families as well. Our program is like a pebble that's thrown into the water. At the center is our participant, and the rings represent family, employment, and community. As our participants flourish, so do the things around them. Prior to graduation our participants must be employed or attending school, and they must also give back to the community through community service.

I thank you for your time, and if you have any questions, please don't hesitate to contact me.

Have a wonderful day.

Sincerely,

Jill Marie McKenzie, Coordinator
Crow Wing County DWI Court
213 Laurel Street, Suite 11
Brainerd, MN 56401
218-831-8438

November 1, 2019

Good afternoon.

I am the Coordinator of Crow Wing County Drug Court. We are seeking \$100 in fiscal support for the fiscal year of 2020 for our program. We are working to enhance services to our participants, that advance their health and welfare needs. Our participants are Crow Wing County residence, this puts your support of the Crow Wing County DWI Court directly back into the community.

Crow Wing County Drug Court is a multidisciplinary Court that works with high risk/high needs drug offenders. We are funded through Crow Wing County, State Court Administration Office, participant fees, and local fund raising. State statistics show that for every \$1, spent there is a savings of at least \$10. Because of the structure of our funding, allocated dollars can only be spent for specific expenditures. This leaves us with gaps in services that we need to fill. Your annual financial support can help us to reach that goal.

Sobriety Court is a voluntary program that is a minimum of 18 months in length. Participants are screened to see if they meet program criteria. If they are accepted into the program they are highly supervised by Rhonda Christman, Drug Court Probation Agent, and local Law Enforcement. The Agent and/or Law Enforcement Officers call on our participants several times per week, 24/7. If any participant doesn't follow our program rules, they are sanctioned, and may be terminated from the program. We hold court every other week, and participants are also required to attend treatment and sober support meetings, as well as to have and maintain employment and stable housing.

Our mission is to enhance public safety by increasing the supervision of DWI offenders, reducing recidivism rates and increasing success of treatment. This results in participants becoming contributing member of society with restored self-worth. Our recidivism rate is 14%, which is far below the national average of 25%.

We work not only with our participants, but with their families as well. Our program is like a pebble that's thrown into the water. At the center is our participant, and the rings represent family, employment, and community. As our participants flourish, so do the things around them. Prior to graduation our participants must be employed or attending school, and they must also give back to the community through community service.

I thank you for your time, and if you have any questions, please don't hesitate to contact me.

Have a wonderful day.

Sincerely,

Jill Marie McKenzie, Coordinator
Crow Wing County Drug Court
213 Laurel Street, Suite 11
Brainerd, MN 56401
218-831-8438

E.
3.

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	\$525.61	Halloween Party Expenses

; and

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

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

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

Passed this 12th day of November, 2019.

David Nevin
Mayor

ATTEST:

Michael R. Lyonais
City Administrator
(SEAL)

F. l.

MEMO TO: City Council *mk2*
FROM: Mike Lyonais – City Administrator/Treasurer
DATE: November 6, 2019
SUBJECT: Recommendation to Approve Annual Audit Engagement Letter

Attached is the Engagement Letter from CliftonLarsonAllen for the annual audit of the City's financial statements as required by the State of Minnesota.

The proposed audit fee remains the same as 2018 in the amount of \$25,500.

Recommendation:

Approve the 2019 audit engagement letter as presented.

Council Action – Motion



CliftonLarsonAllen LLP
CLAconnect.com

October 17, 2019

City Council and Management
City of Crosslake
37028 Cty Rd 66
Crosslake, MN 56442

Dear Honorable City Council and Management:

We are pleased to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the audit and nonaudit services CliftonLarsonAllen LLP ("CLA," "we," "us," and "our") will provide for City of Crosslake ("you," "your," or "the entity") for the year ended December 31, 2019.

Mary L. Reedy is responsible for the performance of the audit engagement.

Audit services

We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, which collectively comprise the basic financial statements of City of Crosslake, as of and for the year ended December 31, 2019, and the related notes to the financial statements.

The Governmental Accounting Standards Board (GASB) provides for certain required supplementary information (RSI) to accompany the entity's basic financial statements. The following RSI will be subjected to certain limited procedures, but will not be audited.

1. Management's discussion and analysis.
2. Budgetary comparison schedules.
3. Other postemployment benefits.
4. Schedule of City's proportionate share of the net pension liability and schedule of City contributions.

Nonaudit services

We will also provide the following nonaudit services:

- Preparation of your financial statements and related notes.
- Preparation of depreciation schedules.
- Preparation of adjusting journal entries, if necessary.

Audit objective

The objective of our audit is the expression of opinions about whether your basic financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America (U.S. GAAP). Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS) and will include tests of your accounting records and other procedures we consider necessary to enable us to express such opinions. We will perform procedures on the financial information of Economic Development Authority to enable us to express our opinions. We will apply certain limited procedures to the RSI in accordance with U.S. GAAS. However, we will not express an opinion or provide any assurance on the RSI because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. We will also perform procedures to enable us to express an opinion on whether the supplementary information (as identified above) other than RSI accompanying the financial statements is fairly stated, in all material respects, in relation to the financial statements as a whole.

We will issue a written report upon completion of our audit of your financial statements. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment prevent us from completing the audit or forming opinions on the financial statements, we retain the right to take any course of action permitted by professional standards, including declining to express opinions or issue a report, or withdrawing from the engagement.

As part of our audit, we will also perform the procedures and provide the report required by the *Minnesota Legal Compliance Audit Guide for Political Subdivisions*.

Auditor responsibilities, procedures, and limitations

We will conduct our audit in accordance with U.S. GAAS. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements as a whole are free from material misstatement, whether due to fraud or error. An audit involves performing procedures to obtain sufficient appropriate audit evidence about the amounts and disclosures in the basic financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the basic financial statements.

There is an unavoidable risk, because of the inherent limitations of an audit, together with the inherent limitations of internal control, that some material misstatements may not be detected, even though the audit is properly planned and performed in accordance with U.S. GAAS. Because we will not perform a detailed examination of all transactions, material misstatements, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity, may not be detected.

In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management and those charged with governance of any material errors, fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management and those charged with governance of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential.

In making our risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the basic financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, we will communicate to you in writing significant deficiencies or material weaknesses in internal control relevant to the audit of the basic financial statements that we identify during the audit.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Management responsibilities

Our audit will be conducted on the basis that you (management and, when appropriate, those charged with governance) acknowledge and understand that you have certain responsibilities that are fundamental to the conduct of an audit.

You are responsible for the preparation and fair presentation of the financial statements and RSI in accordance with U.S. GAAP. Management's responsibilities include the selection and application of accounting principles; recording and reflecting all transactions in the financial statements; determining the reasonableness of significant accounting estimates included in the financial statements; adjusting the financial statements to correct material misstatements; and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error. You are responsible for the design, implementation, and maintenance of internal controls to prevent and detect fraud; assessing the risk that the financial statements may be materially misstated as a result of fraud; and for informing us about all known or suspected fraud affecting the entity involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws and regulations, and informing us of all instances of identified or suspected noncompliance whose effects on the financial statements should be considered.

You are responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other

matters, and for the accuracy and completeness of that information; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence. You agree to inform us of events occurring or facts discovered subsequent to the date of the financial statements that may affect the financial statements. You are also responsible for providing us access to component information, those charged with governance of components, component management, and component auditors (including relevant audit documentation and communications).

Management is responsible for providing us with a written confirmation concerning representations made by you and your staff to us in connection with the audit and the presentation of the basic financial statements and RSI. During our engagement, we will request information and explanations from you regarding, among other matters, the entity's activities, internal control, future plans, specific transactions, and accounting systems and procedures. The procedures we will perform during our engagement and the conclusions we reach as a basis for our report will be heavily influenced by the representations that we receive in the representation letter and otherwise from you. Accordingly, inaccurate, incomplete, or false representations could cause us to expend unnecessary effort or could cause a material fraud or error to go undetected by our procedures. In view of the foregoing, you agree that we shall not be responsible for any misstatements in the entity's financial statements that we may fail to detect as a result of misrepresentations made to us by you.

Responsibilities and limitations related to nonaudit services

For all nonaudit services we may provide to you, management agrees to assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, and/or experience to understand and oversee the services; evaluate the adequacy and results of the services; and accept responsibility for the results of the services. Management is also responsible for ensuring that your data and records are complete and that you have received sufficient information to oversee the services.

The responsibilities and limitations related to the nonaudit services performed as part of this engagement are as follows:

- We will prepare a draft of your financial statements and related notes. Since the preparation and fair presentation of the financial statements is your responsibility, you will be required to review, approve, and accept responsibility for those financial statements prior to their issuance and have a responsibility to be in a position in fact and appearance to make an informed judgment on those financial statements.
- We will prepare the depreciation schedules for the entity for the year ended December 31, 2019. Management is responsible for determining the method and rate of depreciation and the salvage value of the assets.
- We will propose adjusting journal entries as needed. You will be required to review and approve those entries and to understand the nature of the changes and their impact on the financial statements.

Use of financial statements

The financial statements and our report thereon are for management's use. If you intend to reproduce and publish the financial statements and our report thereon, they must be reproduced in their entirety. Inclusion of the audited financial statements in a document, such as an annual report or an offering document, should be done only with our prior approval of the document. You are responsible to provide us the opportunity to review such documents before issuance.

If the parties (i.e., you and CLA) agree that CLA will not be involved with your official statements related to municipal securities filings or other offering documents, we will require that any official statements or other offering documents issued by you with which we are not involved clearly indicate that CLA is not involved with the contents of such documents. Such disclosure should read as follows:

CliftonLarsonAllen LLP, our independent auditor, has not been engaged to perform and has not performed, since the date of its report included herein, any procedures on the financial statements addressed in that report. CliftonLarsonAllen LLP also has not performed any procedures relating to this offering document.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website or submitted on a regulator website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in those sites or to consider the consistency of other information in the electronic site with the original document.

We may issue preliminary draft financial statements to you for your review. Any preliminary draft financial statements should not be relied on or distributed.

Engagement administration and other matters

We understand that your employees will prepare all confirmations, account analyses, and audit schedules we request and will locate any documents or invoices selected by us for testing. A list of information we expect to need for our audit and the dates required will be provided in a separate communication.

We are available to perform additional procedures with regard to fraud detection and prevention, at your request, as a separate engagement, subject to completion of our normal engagement acceptance procedures. The terms and fees of such an engagement would be documented in a separate engagement letter.

The workpapers supporting the services we perform are the sole and exclusive property of CLA and constitute confidential and proprietary information. We do not provide access to our workpapers to you or anyone else in the normal course of business. Unless required by law or regulation to the contrary, we retain our workpapers in accordance with our record retention policy that typically provides for a retention period of seven years.

Pursuant to authority given by law or regulation, we may be requested to make certain workpapers available to Minnesota Office of the State Auditor for their regulatory oversight purposes. We will notify you of any such request. Access to the requested workpapers will be provided to the regulators under the supervision of CLA personnel and at a location designated by our firm. Furthermore, upon request, we may provide copies of

selected workpapers to such regulators. The regulators may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

Except as permitted by the "Consent" section of this agreement, CLA will not disclose any confidential, proprietary, or privileged information of the entity to any persons without the authorization of entity management or unless required by law. This confidentiality provision does not prohibit us from disclosing your information to one or more of our affiliated companies in order to provide services that you have requested from us or from any such affiliated company. Any such affiliated company shall be subject to the same restrictions on the use and disclosure of your information as apply to us.

Professional standards require us to be independent with respect to you in the performance of these services. Any discussion that you have with our personnel regarding potential employment with you could impair our independence with respect to this engagement. Therefore, we request that you inform us prior to any such discussions so that we can implement appropriate safeguards to maintain our independence and objectivity. Further, any employment offers to any staff members working on this engagement without our prior knowledge may require substantial additional procedures to ensure our independence. You will be responsible for any additional costs incurred to perform these procedures.

Our relationship with you is limited to that described in this letter. As such, you understand and agree that we are acting solely as independent accountants. We are not acting in any way as a fiduciary or assuming any fiduciary responsibilities for you. We are not responsible for the preparation of any report to any governmental agency, or any other form, return, or report or for providing advice or any other service not specifically recited in this letter.

Our engagement and responsibility end on delivery of our signed report. Any additional services that might be requested will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific engagement letter for that service.

Mediation

Any disagreement, controversy, or claim ("Dispute") that may arise out of any aspect of our services or relationship with you, including this engagement, shall be submitted to non-binding mediation by written notice ("Mediation Notice") to the other party. In mediation, we will work with you to resolve any differences voluntarily with the aid of an impartial mediator.

The mediation will be conducted as specified by the mediator and agreed upon by the parties. The parties agree to discuss their differences in good faith and to attempt, with the assistance of the mediator, to reach an amicable resolution of the Dispute.

Each party will bear its own costs in the mediation. The fees and expenses of the mediator will be shared equally by the parties.

Any Dispute will be governed by the laws of the state of Minnesota, without giving effect to choice of law principles.

Time limitation

The nature of our services makes it difficult, with the passage of time, to gather and present evidence that fully and fairly establishes the facts underlying any Dispute that may arise between the parties. The parties agree that, notwithstanding any statute or law of limitations that might otherwise apply to a Dispute, including one arising out of this agreement or the services performed under this agreement, for breach of contract or fiduciary duty, tort, fraud, misrepresentation or any other cause of action or remedy, any action or legal proceeding by you against us must be commenced within twenty-four (24) months ("Limitation Period") after the date when we deliver our final audit report under this agreement to you, regardless of whether we do other services for you relating to the audit report, or you shall be forever barred from commencing a lawsuit or obtaining any legal or equitable relief or recovery.

The Limitation Period applies and begins to run even if you have not suffered any damage or loss, or have not become aware of the existence or possible existence of a Dispute.

Fees

Our professional fees will be billed based on the time involved and the degree of responsibility and skills required. We will also bill a technology and client support fee of five percent (5%) of all professional fees billed. Based on our preliminary estimates, the total fees and expenses for the December 31, 2019 engagement should approximate \$25,500 (\$24,225 for the audit and \$1,275 for the technology fee) for the audit, out of pocket costs will be billed separately. These estimates are based on anticipated cooperation from your personnel and their assistance with preparing confirmations and requested schedules. If the requested items are not available on the dates required or are not accurate, the fees and expenses will likely be higher. If unexpected circumstances require significant additional time, we will provide detailed billing information and explanations for the additional charges. Our invoices, including applicable state and local taxes, will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed even if we have not issued our reports. You will be obligated to compensate us for all time expended and related fees and to reimburse us for all out-of-pocket expenditures through the date of termination.

Changes in accounting and audit standards

Standard setters and regulators continue to evaluate and modify standards. Such changes may result in new or revised financial reporting and disclosure requirements or expand the nature, timing, and scope of the activities we are required to perform. To the extent that the amount of time required to provide the services described in the letter increases due to such changes, our fee may need to be adjusted. We will discuss such circumstances with you prior to performing the additional work.

Other fees

You also agree to compensate us for any time and expenses, including time and expenses of legal counsel, we may incur in responding to discovery requests or participating as a witness or otherwise in any legal, regulatory, or other proceedings that we are asked to respond to on your behalf.

Finance charges and collection expenses

You agree that if any statement is not paid within 30 days from its billing date, the unpaid balance shall accrue interest at the monthly rate of one and one-quarter percent (1.25%), which is an annual percentage rate of 15%. In the event that any collection action is required to collect unpaid balances due us, reasonable attorney fees and expenses shall be recoverable.

Consent

Consent to use financial information

Annually, we assemble a variety of benchmarking analyses using client data obtained through our audit and other engagements. Some of this benchmarking information is published and released publicly. However, the information that we obtain is confidential, as required by the AICPA Code of Professional Conduct. Your acceptance of this engagement letter will serve as your consent to use of City of Crosslake's information in these cost comparison, performance indicator, and/or benchmarking reports.

Subcontractors

CLA may, at times, use subcontractors to perform services under this agreement, and they may have access to your information and records. Any such subcontractors will be subject to the same restrictions on the use of such information and records as apply to CLA under this agreement.

Agreement

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. This letter constitutes the entire agreement regarding these services and supersedes all prior agreements (whether oral or written), understandings, negotiations, and discussions between you and CLA. If you have any questions, please let us know. Please sign, date, and return the enclosed copy of this letter to us to indicate your acknowledgment and understanding of, and agreement with, the arrangements for our audit of your financial statements including the terms of our engagement and the parties' respective responsibilities.

Sincerely,

CliftonLarsonAllen LLP



Mary L. Reedy, CPA, CGFM
Principal
320-203-5534
mary.reedy@CLAconnect.com

Response:

This letter correctly sets forth the understanding of City of Crosslake.

Authorized governance signature: _____

Title: _____

Date: _____

Authorized management signature: _____

Title: _____

Date: _____

F. 2.

CITY OF CROSSLAKE
** PROPOSED RATES

CITY CALCULATIONS

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
2,230

CITY OF CROSSLAKE

PAYABLE 2020

20,932
17,062
LGA Relief:
Rate: 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: 16,510,065

PREV 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								
83	EDA	3,465,861	0	0	3,465,861	40.00	3,465,821	3,465,890.85	24.519%
		0			0	0.00	0	0.00	0.000%
322	G.O. REFUNDING BONDS, 2012A	344,275			344,275	0.00	344,275	344,341.54	2.436%
335	G.O. EQUIPMENT CERT. 2015B	0			0	0.00	0	0.00	0.000%
347	G.O. SEWER REV IMP BONDS 2017	121,228			121,228	0.00	121,228	121,282.86	0.858%
352	G.O. RECONSTRUCTION BONDS 2018	104,292			104,292	0.00	104,292	104,320.22	0.738%
356	G.O. CIP BONDS 2019A	270,483			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%

CITY OF CROSSLAKE

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

COUNTY RATES:	SCHOOL DISTRICT RATES:	RATES	MARKET VAL	TOWNSHIP RATES:
Generally	ISD 181 general	29.018%	0.13765%	Bay lake Fire Dist 1
City of Baxter	ISD 181, in Brainerd general	28.843%	0.13765%	Bay lake Fire Dist 2
City of Brainerd general	ISD 181, in Brainerd RSD	28.982%	0.13765%	Center
Brainerd Rural Service Dist	ISD 182 general	10.443%	0.08918%	Crow Wing
City of Crosby	ISD 182, in Crosby only	9.953%	0.08918%	Daggett Brook
City of Deerwood	ISD 182, in Deerwood City only	10.363%	0.08918%	Deerwood
City of Ironton	ISD 182, in Ironton only	9.629%	0.08918%	Fairfield
CITY RATES:	ISD 186	12.120%	0.11802%	Fort Ripley
Baxter	ISD 001	3.980%	0.12666%	Gail Lake
Brainerd Generally	ISD 2174	6.229%	0.10551%	Garrison
Brainerd Rural Service Dist	ISD 480	20.763%	0.12332%	Ideal
Breezy Point	ISD 482	20.754%	0.16379%	Irondale
Crosby	ISD 484	29.816%	0.19489%	Jenkins
Crosslake				Lake Edward
Cuyuna				Little Pine
Deerwood				Long Lake
Emily				Maple Grove
Fifty Lakes				Mission
Fort Ripley				Nokay Lake
Garrison				Oak Lawn
Ironton				Pelican
Jenkins				Perry Lake
Manhattan Beach				Platte Lake
Nisswa				Rabbit Lake
Pequot Lakes				Roosevelt
Riverton				Ross Lake
Trommald				St. Mathias
				Timothy
				Wolford
				Unorganized - Dean lake
				Unorganized - 1st Assmt
State General Tax Rate:				
Applied to Comm Ind				
Applied to Seas Rec.Res/Seas Com				

TOTAL RATES BY DISTRICT ON REVERSE SIDE

F.
4.

MEMO TO: City Council

FROM: City Administrator

DATE: November 5, 2019

SUBJECT: Christmas Eve

Staff is requesting approval to close all City facilities on Tuesday, December 24th. This would allow all employees the opportunity to have Christmas Eve off for travel or preparations, if they wish. This closing would include City Hall, Community Center, and Public Works (except in case of a snowstorm). Employees would be required to use either a Personal Day, vacation day, or compensatory time. If an employee does not have any available time to use, they will have the option to take the day off without pay or come into work with their Supervisor's approval. This closing would not include the Police Department.



G.I.A.

**City of Crosslake
Planning Commission/Board of Adjustment**

Summary of Record

Robert A & Laurie J Herje –Part of the NE ¼ of the NW 1/4, Sec 30, City of Crosslake, 14300743, West Shore Dr, Crosslake, MN 56442

Request:

- To subdivide parcel #14300743 involving 27.4 acres into 3 tracts

Chronology of events:

- August 13, 2019 –Development Review Team Meeting
- September 19, 2019 -Application submitted
- October 24, 2019 –Crosslake Parks, Recreation and Library –Staff recommendation for cash in lieu of land
- October 2, 2019 -Notices sent out
- October 8 & 10, 2019 -Published in local newspaper
- October 24, 2019 - Planning Commission/Board of Adjust on-site
- October 25, 2019 - Planning Commission/Board of Adjust meeting -Decision made to recommend approval for the subdivision of property
- November 12, 2019 -Crosslake City Council Meeting -Decision to approve the subdivision of parcel #14300743 involving 27.4 acres into 3 tracts

Packet Information:

- City Council Minutes
- Planning Commission/Board of Adjustment Minutes, Summary & Findings
- Meeting Decision
- Publication
- Public Hearing Notice
- Staff Report
- Development Review Team Minutes
- Certificate of Survey/Wetland Delineation
- Subdivision Application
- Site Suitability/Septic requirements

Correspondence:

- October 24, 2019 – TJ Graumann, Director of Crosslake Parks, Recreation & Library

October 25, 2019

Findings of Fact

Supporting/Denying a Metes and Bounds Subdivision

Findings should be made in either recommending for or against a metes and bounds subdivision, and should reference Chapter 44 of the City Ordinance. The following questions are to be considered, but are not limited to:

1. Does the proposed metes and bounds subdivision conform to the City's Comprehensive Plan?

Yes ☒ No

Why?

- Encourage sustainable development, that would maintain the communities character and respects the environment including natural topography, suitable soils and avoids such areas as wetland, flood plains erodible steep slopes and bluffs; strengthen the distinction between urban growth and rural countryside and guide new development in ways that promote and enhance land use compatibility; support the infill and redevelopment of areas within the city in an effort to leverage existing infrastructure investment; identify areas and phases of development in a manner that addresses the cost of providing public services; identify and prioritize significant view-sheds and develop alternative approaches to preserve them while permitting reasonable use and development of privately owned lands (page 19)
- All parcels to have adequate ingress, egress
- The current land use classification is Shoreland District with the proposed subdivision meeting and exceeding the minimum requirements for lot width and lot area (Chapter 26, Article 10)

2. Is the proposed metes and bounds subdivision consistent with the existing City Ordinance?
Specify the applicable sections of the ordinance.

Yes ☒ No

Why?

- Land subdivision must be accomplished in a manner that contributes to an attractive, orderly stable and wholesome community environment with adequate public services and safe streets. All land subdivisions, including plats, shall fully comply with the regulations in this chapter and as may be addressed in other chapters of this Code. (Chapter 44, Sec. 44.1)
- The current land use classification is Shoreland District with the proposed subdivision meeting and exceeding the minimum requirements for lot width and lot area (Chapter 26, Article 10)

3. Are there any other standards, rules or requirements that this metes and bounds subdivision must meet?

Yes ☒ No

Specify other required standards.

Why?

- The proposed lots have adequate area for a septic system as verified by the site suitabilities submitted
4. Is the proposed metes and bounds subdivision compatible with the present land uses in the area of the proposal?
 Yes **X** No Zoning District **Shoreland District**
 Why?
- It is consistent with the surrounding zoning and uses in the area
 - As observed at the October 24, 2019 Planning Commission/Board of Adjustment on-site, the proposed tract sizes are consistent with the neighborhood
5. Does the proposed metes and bounds subdivision conform to all applicable performance standards in Article 4 of the Subdivision Ordinance?
 Yes **X** No
 Why?
- The proposed lots meet and exceed the minimum lot size requirements for the Shoreland District
 - The proposed lots have adequate area for a septic system as verified by the site suitabilities submitted
6. Other issues pertinent to this matter.
- Satisfy the subdivision application park dedication fee requirements before presenting to the city council for approval
 - Record the Crosslake City Council approved metes and bounds subdivision at the Crow Wing County Land Services building within 90 days of approval
 - Work with the road authority on any access needs

Decision: Motion by Lindner; supported by Knippel to approve a recommendation to the city council to:

1. Subdivide parcel #14300743 involving 27.4 acres into 3 tracts

Per the findings of fact as discussed, the on-sites conducted on 10-24-19 and as shown on the certificate of survey received at the Planning & Zoning office dated 8-21-19 for property located in part of the NE ¼ of the NW 1/4, Sec 30, City of Crosslake, 14300743, West Shore Dr, Crosslake, MN 56442

Conditions:

Failure to pay the park dedication fee and record a certificate of survey or a signed deed within 90 days of city council subdivision approval shall void the approval of the metes and bounds subdivision unless such time is extended by a resolution of the city council prior to the expiration of the 90-day period per Chapter 44

All members voting “Aye”, Motion carried.

**Robert A & Laurie Herje
14300743**

Wessels announced the subdivision request. Kolstad read the metes and bounds subdivision request, project details, no comments received, no parcel history, zero impervious percentage, septic system site suitability submitted, cash recommendation from the Parks & Recreation Department, zoning of the parcel and the surrounding parcel zones into the record. Wessels invited McCormick of Land Design Solutions, the applicant's surveyor/representative, to the podium. Commissioners, staff and representative, McCormick discussed septic and access needs. Wessels opened the public hearing with no response, therefore the public hearing was closed. Wessels asked if any of the commissioners had additional questions, but none were forthcoming. Wessels explained that the motion would be a recommendation to the city council and requested Kolstad to initiate the findings of fact procedure with the board members deliberating and responding to each question.

October 25, 2019 Action:

Motion by Lindner; supported by Knippel to recommend to the Crosslake City Council the approval of the metes and bounds subdivision of parcel 14300743, involving 27.4 acres into 3 tracts, Section 30, located on West Shore Drive, Crosslake, MN 56442

Per the findings of fact as discussed, the on-sites conducted on 10-24-19 and as shown on the certificate of survey received at the Planning & Zoning office dated 8-21-19 for property located in part of the NE ¼ of the NW 1/4, Sec 30, City of Crosslake, 14300743, West Shore Dr, Crosslake, MN 56442

Conditions:

Failure to pay the park dedication fee and record a certificate of survey or a signed deed within 90 days of city council subdivision approval shall void the approval of the metes and bounds subdivision unless such time is extended by a resolution of the city council prior to the expiration of the 90-day period per Chapter 44

Findings: See attached

All members voting "Aye", Motion carried.

Staff Report
Crosslake Parks, Recreation and Library

Date: October 24, 2019

To: Crosslake City Council

From: TJ Graumann, Director of Parks, Recreation and Library

Subject: Park Dedication – Herje Subdivisions

The Park/Library Commission met on October 23rd to consider Park Dedication for the Herje Metes and Bounds Subdivisions.

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

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



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

CITY OF CROSSLAKE

PLANNING COMMISSION/BOARD OF ADJUSTMENT

**October 25, 2019
9:00 A.M.**

Crosslake City Hall
37028 County Road 66, Crosslake MN 56442
(218) 692-2689

PUBLIC HEARING NOTICE

Applicant: Robert A & Laurie J Herje

Authorized Agent: Kevin McCormick of Land Design Solutions

Site Location: Part of the NE ¼ of the NW ¼, West Shore Dr, Crosslake, MN 56442,

Request:

- Subdivision of property

To:

- Subdivide parcel #14300743 involving 27.4 acres into 3 tracts

Notification: Pursuant to Minnesota Statutes Chapter 462 and the City of Crosslake Zoning Ordinance, you are hereby notified of a public hearing before the City of Crosslake Planning Commission/Board of Adjustment. Property owners have been notified according to MN State Statute 462 and has been published in the Northland Press. Please share this notice with any of your neighbors who may not have been notified by mail.

Information: Copies of the application and all maps, diagrams or documents are available at Crosslake City Hall or by contacting the Crosslake Planning & Zoning staff at 218-692-2689. Please submit your comments in writing including your name and mailing address to Crosslake City Hall or (crosslakepz@crosslake.net).



STAFF REPORT

Property Owner/Applicant: Robert A & Laurie J Herje

Parcel Number(s): 14300743

Application Submitted: September 19, 2019

Action Deadline: November 17, 2019

City 60 Day Extension Letter sent/ Deadline: N/A / N/A

Applicant Extension Received / Request: N/A / N/A

City Council Date: November 12, 2019

Authorized Agent: Kevin McCormick of Land Design Solutions

Request: To subdivide parcel #14300743 involving 27.4 acres into 3 tracts

Current Zoning: Shoreland District

Adjacent Land Use/Zoning:

North – Shoreland District

South – Shoreland District

East – Public, Shoreland District

West – Shoreland District

Development Review Team Minutes held on 8-13-19:

- Property is located on West Shore Trail & West Shore Dr., Crosslake, MN 56442
- Proposed to split the 2 existing parcels into 3 parcels per each existing parcels
- Access from West Shore Dr.
- If your parcel is located within an organization that has restrictions, you would need to verify those restrictions and clarify that your request is approved by that organization
- Survey to show all easements, building envelope per lot, remnant acre total, full legal now and proposed
- Parcel 14300734 – If a flag lot is created, the requirement is a 50 foot road width
- Parcel 14300733 - Tract B square footage is incorrect also possible configuration change for an access to the remnant lot
- Two septic site suitabilities will be required to proceed forward with the subdivision requests
- Deed needed for existing legal description or title commitment
- Wetland Delineation is on file in Crosslake
- Planning Commission/Board of Adjustment will make a recommendation to the Crosslake City Council
- Failure to record a signed deed(s) within 90 days of subdivision approval by the city council shall void the approval

Property owner was informed that before they could be placed on a public hearing agenda the following information is required:

1. A certificate of survey meeting the requirements outlined in Chapter 44 of the Code of Ordinances of the City of Crosslake
2. An authorized agent form completed, signed and dated
3. Wetland delineation or a no wetland statement/letter
4. Two septic site suitabilities per parcel
5. A complete Subdivisions application with all required paperwork
6. The public hearing fee of \$100.00 + \$75.00 per new lot
7. Upon recommendation from the Planning Commission/Board of Adjustment to the City Council and before the city council meeting a park dedication fee of \$1,500.00 or 10% of land per new lot or a combination thereof as outlined in Chapter 44, Sec. 44-402 is required for newly created lots

Parcel History:

- No history, it is a vacant parcel

City Ordinance:

Land subdivision must be accomplished in a manner that contributes to an attractive, orderly, stable and wholesome community environment with adequate public services and safe streets. All land subdivisions, including plats, shall fully comply with the regulations in this chapter and as may be addressed in other chapters of this Code. (Sec. 44.1)

City Community Plan:

Encourage sustainable development, that would maintain the communities character and respects the environment including natural topography, suitable soils and avoids such areas as wetland, flood plains erodible steep slopes and bluffs; strengthen the distinction between urban growth and rural countryside and guide new development in ways that promote and enhance land use compatibility; support the infill and redevelopment of areas within the city in an effort to leverage existing infrastructure investment; identify areas and phases of development in a manner that addresses the cost of providing public services; identify and prioritize significant view-sheds and develop alternative approaches to preserve them while permitting reasonable use and development of privately owned lands (page 19)

Agencies Notified and Responses Received:

County Highway: N/A

DNR: No comments were received as of 10-14-19

City Engineer: No comments were received as of 10-14-19

City Attorney: No comments were received as of 10-14-19

Lake Association: No comments were received as of 10-14-19

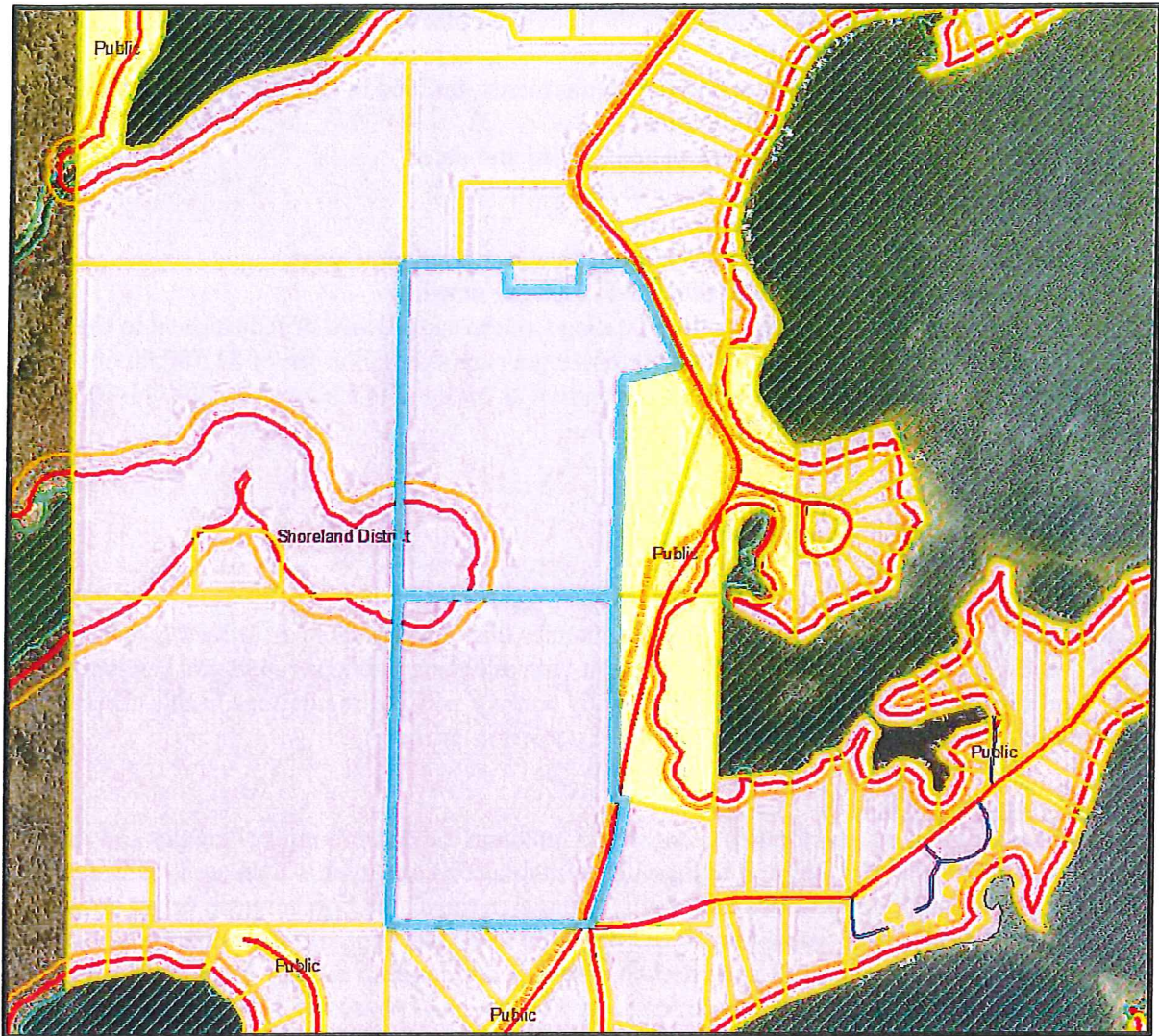
Crosslake Public Works: No comments were received as of 10-14-19

Crosslake Park, Recreation & Library: No comments were received as of 10-14-19

Concerned Parties: No comments were received as of 10-14-19

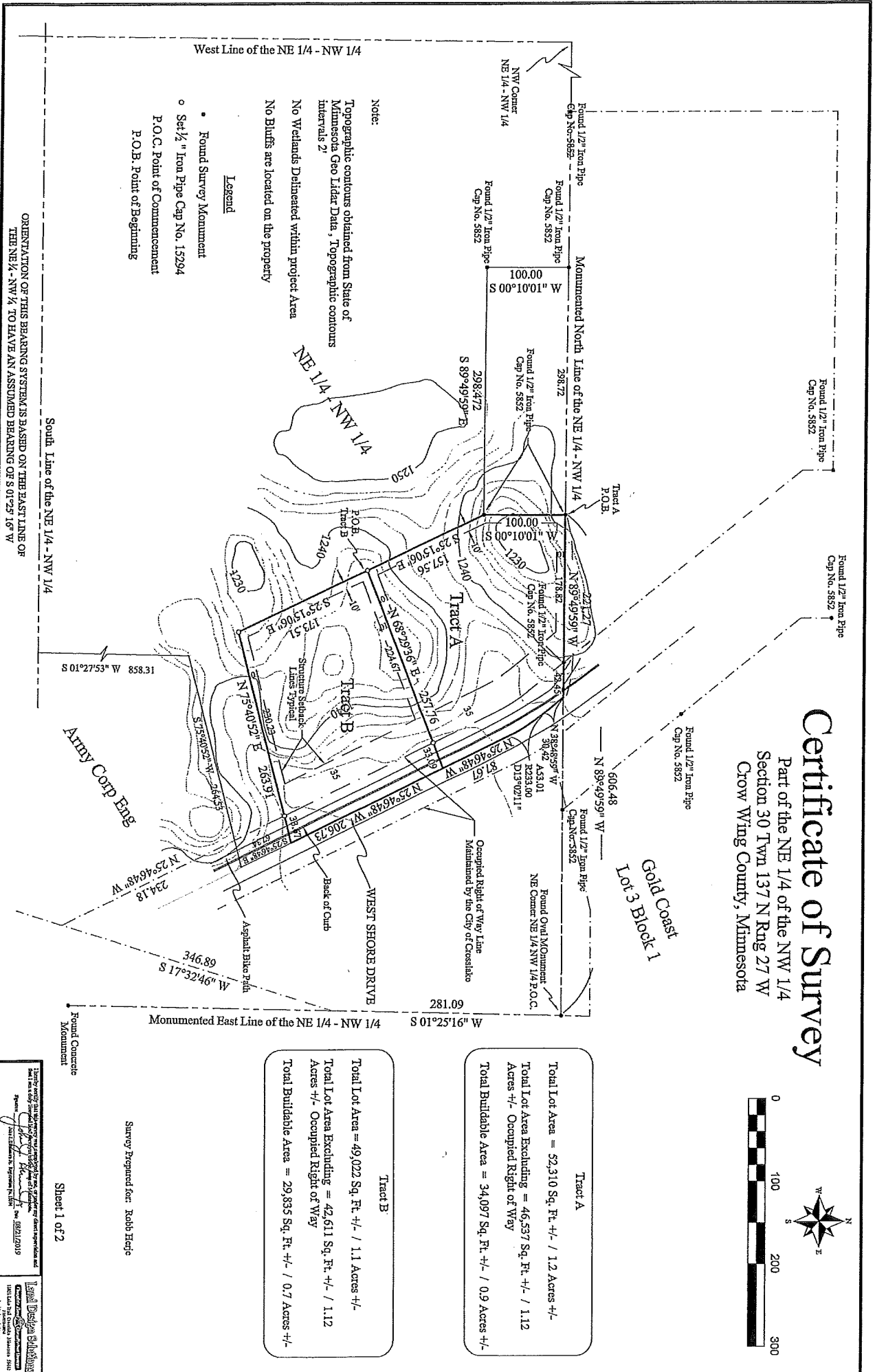
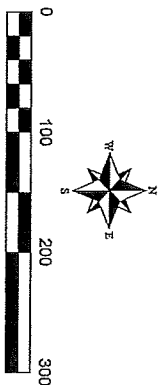
POSSIBLE MOTION:

To make a recommendation to the Crosslake City Council to approve/table/deny the subdivision of parcel #14300743 involving 27.4 acres into 3 tracts located in part of the NE 1/4 of NW 1/4, Sec 30, City of Crosslake



Certificate of Survey

Part of the NE 1/4 of the NW 1/4
Section 30 Twn 137 N Rng 27 W
Crow Wing County, Minnesota



Tract A

Total Lot Area = 52,310 Sq. Ft. +/- / 1.2 Acres +/-
Total Lot Area Excluding = 46,537 Sq. Ft. +/- / 1.12 Acres +/- Occupied Right of Way
Total Buildable Area = 34,097 Sq. Ft. +/- / 0.9 Acres +/-

Tract B

Total Lot Area = 49,022 Sq. Ft. +/- / 1.1 Acres +/-
Total Lot Area Excluding = 42,611 Sq. Ft. +/- / 1.12 Acres +/- Occupied Right of Way
Total Buildable Area = 29,835 Sq. Ft. +/- / 0.7 Acres +/-

Survey Prepared for: Robb Hege

Sheet 1 of 2

Land Design Studio
11111 1st Avenue S, Suite 100
Minneapolis, MN 55426
Phone: (612) 338-1111
Fax: (612) 338-1112
www.landdesignstudio.com

- Found Survey Monument
- Set 1/2" Iron Pipe Cap No. 15294
- P.O.C. Point of Commencement
- P.O.B. Point of Beginning

Legend

Note:
Topographic contours obtained from State of Minnesota Geo Lidar Data, Topographic contours intervals 2'
No Wetlands Delimited within project Area
No Bluffs are located on the property

ORIENTATION OF THIS BEARING SYSTEM IS BASED ON THE EAST LINE OF THE NE 1/4 - NW 1/4 TO HAVE AN ASSUMED BEARING OF S 01°25'16" W

Certificate of Survey

Part of the NE 1/4 of the NW 1/4
Section 30 Twn 137 N Rng 27 W
Crow Wing County, Minnesota

Tract A

That part of the Northeast Quarter of the Northwest Quarter of Section 30 Township 137 North Range 27 West Crow Wing County Minnesota, more particularly described as follows:
Commencing at the Northeast corner of said Northeast Quarter of the Northwest Quarter; thence North 89 degrees 49 minutes 59 seconds West, assumed bearing along the North line of said Northeast Quarter of the Northwest Quarter 606.48 feet, to the point of beginning of the tract to be described; thence South 00 degrees 10 minutes 01 seconds West 100.00 feet; thence South 25 degrees 15 minutes 06 seconds East 157.56 feet; thence North 68 degrees 29 minutes 36 seconds East 257.76 feet, to the centerline of West Shore Drive; thence North 25 degrees 46 minutes 48 seconds West 87.67 feet, thence northerly along a tangential curve, concave to the East, radius 233.00 feet, central angle 13 degrees 02 minutes 11 seconds, 53.01 feet; thence North 38 degrees 48 minutes 59 seconds West, 30.42 feet, more or less, to the North of said Northeast Quarter of the Northwest Quarter; thence along said North line North 89 degrees 49 minutes 59 seconds West 221.27 feet, to the point of beginning.

Subject to the occupied road right of way of West Shore Drive road.

Subject to easements, restrictions, and reservations of record.

Remnant Tract

That part of the Northeast Quarter of the Northwest Quarter of Section 30 Township 137 North Range 27 West Crow Wing County Minnesota, lying westerly and southerly of the following described line:

Commencing at the Northeast corner of said Northeast Quarter of the Northwest Quarter; thence South 89 degrees 49 minutes 59 seconds West, assumed bearing along the North line of said Northeast Quarter of the Northwest Quarter 905.20 feet; thence South 00 degrees 10 minutes 01 seconds West 100.00 feet; thence South 89 degrees 49 minutes 59 seconds East 298.72 feet; thence South 25 degrees 15 minutes 06 seconds East 331.07 feet; thence North 75 degrees 40 minutes 52 seconds East 263.91 feet to the centerline of West Shore Drive; thence South 25 degrees 46 minutes 48 seconds East 67.34 feet; thence South 75 degrees 40 minutes 52 seconds West 264.53 feet; thence South 01 degrees 27 minutes 53 seconds West 858.31 feet, more or less, to the South line of said Northeast Quarter of the Northwest Quarter and said line there terminating.

Subject to the occupied road right of way of West Shore Drive road.

Subject to easements, restrictions, and reservations of record.

Tract B

That part of the Northeast Quarter of the Northwest Quarter of Section 30 Township 137 North Range 27 West Crow Wing County Minnesota, more particularly described as follows:

Commencing at the Northeast corner of said Northeast Quarter of the Northwest Quarter; thence North 89 degrees 49 minutes 59 seconds West, assumed bearing along the North line of said Northeast Quarter of the Northwest Quarter 606.48 feet; thence South 00 degrees 10 minutes 01 seconds West 100.00 feet; thence South 25 degrees 15 minutes 06 seconds East 157.56 feet, to the point of beginning; thence South 25 degrees 15 minutes 06 seconds East 173.51 feet; thence North 75 degrees 40 minutes 52 seconds East 263.91 feet, to the centerline of West Shore Drive; thence North 25 degrees 46 minutes 48 seconds West 206.73 feet; thence South 68 degrees 29 minutes 36 seconds West 257.76 feet to the point of beginning.

Subject to the occupied road right of way of West Shore Drive road.

Subject to easements, restrictions, and reservations of record.

Survey Prepared for: Robb Hajo

Sheet 2 of 2



Subdivisions Application
Planning and Zoning Department
37028 County Rd 66, Crosslake, MN 56442
218.692.2689 (Phone) 218.692.2687 (Fax) www.cityofcrosslake.org

19101595

Receipt Number: 315436

Permit Number: _____

Property Owner(s): Robert Herje & Laurie Herje

Mailing Address: 1728 Blair Avenue St. Paul MN
3345 Zircon Ln, Mpls, MN 55447

Site Address: 1159 Milinda Shores Road
West Shore Dr. Crosslake, MN

Phone Number: 651-329-7392 56442

E-Mail Address: N/A

Parcel Number(s): 14300743

Legal Description: Part of NE $\frac{1}{4}$ NW $\frac{1}{4}$

Sec 30 Twp 137 Rge 26 ☐ 27 ☒ 28 ☐

Land Involved: Width: _____ Length: _____ Acres: 27

Lake/River Name: N/A Crosslake

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

If yes, list Parcel Number(s) 14300733

Authorized Agent: Kevin McCormick Land Design Solutions

Agent Address: 11821 Lake Trail, Crosslake, MN, 56442

Agent Phone Number: 218-820-0854

Signature of Property Owner(s) [Signature]

Date _____

Signature of Authorized Agent(s) [Signature]

Date 8/22/19

Subdivision Type

(Check applicable request)

- ☒ Metes and Bounds
☐ Residential Preliminary Plat
☐ Residential Final Plat
☐ Commercial Preliminary Plat
☐ Commercial Final Plat

Development

_____ Number of proposed lots
_____ Number of proposed outlots

Access

_____ Public Road
_____ Easement
Easement recorded: _____ Yes _____ No

Septic

Compliance _____
SSTS Design _____
Site Suitability _____

- ☒ All applications must be accompanied by signed Certificate of Survey
☐ Residential Fee: Preliminary \$500 + \$100 per lot; Final \$500 + \$25 per lot Payable to "City of Crosslake"
☐ Commercial Fee: Preliminary \$750 + \$150 per lot; Final \$750 + \$50 per lot Payable to "City of Crosslake"
☒ Metes & Bounds: \$100 + \$75 per lot Payable to "City of Crosslake"
☐ Above Fees will require additional Park Dedication Fees of \$1,500 per unit/lot or 10% of buildable land as measured pre-plot for park purposes or a combination of both Payable to "City of Crosslake"
☐ No decisions were made on an applicant's request at the DRT meeting. Submittal of an application after DRT does not constitute approval. Approval or denial of application is determined at a public meeting by the City Council after a recommendation from the Planning Commission/Board of Adjustment per Minnesota Statute 462 and the City of Crosslake Land Use Ordinance.

For Office Use:

Application accepted by [Signature] Date 9/19/19 Land Use District SD Lake Class 6D Park, Rec, Lib yes

Crosslake



G.I.B.

**City of Crosslake
Planning Commission/Board of Adjustment**

Summary of Record

Robert A & Laurie J Herje –14300733 involving 26.7 acres into 3 tracts located in part of the SE 1/4 of NW 1/4, Sec 30, Crosslake, MN 56442

Request:

- To subdivide parcel #14300733 involving 26.7 acres into 3 tracts

Chronology of events:

- August 13, 2019 –Development Review Team Meeting
- September 19, 2019 -Application submitted
- October 24, 2019 –Crosslake Parks, Recreation and Library –Staff recommendation for cash in lieu of land
- October 2, 2019 -Notices sent out
- October 8 & 10, 2019 -Published in local newspaper
- October 24, 2019 - Planning Commission/Board of Adjust on-site
- October 25, 2019 - Planning Commission/Board of Adjust meeting -Decision made to recommend approval for the subdivision of property
- November 12, 2019 -Crosslake City Council Meeting -Decision to approve the subdivision of parcel #14300743 involving 27.4 acres into 3 tracts

Packet Information:

- City Council Minutes
- Planning Commission/Board of Adjustment Minutes & Findings
- Meeting Decision
- Publication
- Public Hearing Notice
- Staff Report
- Development Review Team Minutes
- Certificate of Survey/Wetland Delineation
- Subdivision Application
- Site Suitability/Septic requirements

Correspondence:

- October 24, 2019 – TJ Graumann, Director of Crosslake Parks, Recreation & Library

October 25, 2019

Findings of Fact

Supporting/Denying a Metes and Bounds Subdivision

Findings should be made in either recommending for or against a metes and bounds subdivision, and should reference Chapter 44 of the City Ordinance. The following questions are to be considered, but are not limited to:

1. Does the proposed metes and bounds subdivision conform to the City's Comprehensive Plan?

Yes ☒ No

Why?

- Encourage sustainable development, that would maintain the communities character and respects the environment including natural topography, suitable soils and avoids such areas as wetland, flood plains erodible steep slopes and bluffs; strengthen the distinction between urban growth and rural countryside and guide new development in ways that promote and enhance land use compatibility; support the infill and redevelopment of areas within the city in an effort to leverage existing infrastructure investment; identify areas and phases of development in a manner that addresses the cost of providing public services; identify and prioritize significant view-sheds and develop alternative approaches to preserve them while permitting reasonable use and development of privately owned lands (page 19)

2. Is the proposed metes and bounds subdivision consistent with the existing City Ordinance? Specify the applicable sections of the ordinance.

Yes ☒ No

Why?

- Land subdivision must be accomplished in a manner that contributes to an attractive, orderly stable and wholesome community environment with adequate public services and safe streets. All land subdivisions, including plats, shall fully comply with the regulations in this chapter and as may be addressed in other chapters of this Code. (Chapter 44, Sec. 44.1)
- The current land use classification is Shoreland District with the proposed subdivision meeting and exceeding the minimum requirements for lot width and lot area (Chapter 26, Article 10)

3. Are there any other standards, rules or requirements that this metes and bounds subdivision must meet?

Yes ☒ No

Specify other required standards.

Why?

- The proposed lots have adequate area for a septic system as verified by the site suitability submitted
- Satisfy the subdivision application park dedication fee requirements before presenting to the city council for approval

4. Is the proposed metes and bounds subdivision compatible with the present land uses in the area of the proposal?

Yes **X** No

Zoning District **Shoreland District**

Why?

- It is consistent with the surrounding zoning and uses in the area
- As observed at the October 24, 2019 Planning Commission/Board of Adjustment on-site, the proposed tract sizes are consistent with the neighborhood

5. Does the proposed metes and bounds subdivision conform to all applicable performance standards in Article 4 of the Subdivision Ordinance?

Yes **X** No

Why?

- The proposed lots meet and exceed the minimum lot size requirements for the Shoreland District
- The proposed lots have adequate area for a septic system as verified by the site suitability submitted

6. Other issues pertinent to this matter.

- Satisfy the subdivision application park dedication fee requirements before presenting to the city council for approval
- Record the Crosslake City Council approved metes and bounds subdivision at the Crow Wing County Land Services building within 90 days of approval
- Work with the road authority on any access needs

Decision: Motion by Volz; supported by Schiltz to approve a recommendation to the city council to:

1. **Subdivide parcel #14300733 involving 26.7 acres into 3 tracts**

Per the findings of fact as discussed, the on-sites conducted on 10-24-19 and as shown on the certificate of survey received at the Planning & Zoning office dated 8-21-19 for property located in part of the SE 1/4 of NW 1/4, Sec 30, West Shore Drive, Crosslake, MN 56442

Conditions:

Failure to pay the park dedication fee and record a certificate of survey or a signed deed within 90 days of city council subdivision approval shall void the approval of the metes and bounds subdivision unless such time is extended by a resolution of the city council prior to the expiration of the 90-day period per Chapter 44

All members voting "Aye", Motion carried.

**Robert A & Laurie Herje
14300733**

Wessels announced the subdivision request. Kolstad read the metes and bounds subdivision request, project details, no comments received, no parcel history, zero impervious percentage, septic system site suitability submitted, cash recommendation from the Parks & Recreation Department, zoning of the parcel and the surrounding parcel zones into the record. Wessels invited McCormick of Land Design Solutions, the applicant's surveyor/representative, to the podium. Commissioners, staff and representative, McCormick discussed septic and access needs. Wessels opened the public hearing with no response, therefore the public hearing was closed. Wessels asked if any of the commissioners had additional questions, but none were forthcoming. Wessels explained that the motion would be a recommendation to the city council and requested Kolstad to initiate the findings of fact procedure with the board members deliberating and responding to each question.

October 25, 2019 Action:

Motion by Volz; supported by Schiltz to recommend to the Crosslake City Council the approval of the metes and bounds subdivision of parcel 14300733, involving 26.7 acres into 3 tracts, Section 30, located on West Shore Drive, Crosslake, MN 56442

Per the findings of fact as discussed, the on-sites conducted on 10-24-19 and as shown on the certificate of survey received at the Planning & Zoning office dated 8-21-19 for property located in part of the SE 1/4 of NW 1/4, Sec 30, West Shore Drive, Crosslake, MN 56442

Conditions:

Failure to pay the park dedication fee and record a certificate of survey or a signed deed within 90 days of city council subdivision approval shall void the approval of the metes and bounds subdivision unless such time is extended by a resolution of the city council prior to the expiration of the 90-day period per Chapter 44

Findings: See attached

All members voting "Aye", Motion carried.

Staff Report
Crosslake Parks, Recreation and Library

Date: October 24, 2019

To: Crosslake City Council

From: TJ Graumann, Director of Parks, Recreation and Library

Subject: Park Dedication – Herje Subdivisions

The Park/Library Commission met on October 23rd to consider Park Dedication for the Herje Metes and Bounds Subdivisions.

The following motions were introduced:

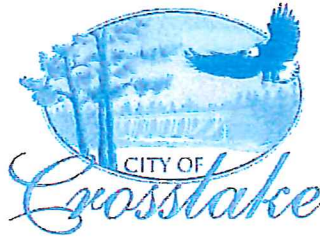
Herje subdivision request for parcel #14300743

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

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



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

CITY OF CROSSLAKE

PLANNING COMMISSION/BOARD OF ADJUSTMENT

October 25, 2019

9:00 A.M.

Crosslake City Hall
37028 County Road 66, Crosslake MN 56442
(218) 692-2689

PUBLIC HEARING NOTICE

Applicant: Robert A & Laurie J Herje

Authorized Agent: Kevin McCormick of Land Design Solutions

Site Location: Part of the SE ¼ of the NW ¼, West Shore Dr, Crosslake, MN 56442,

Request:

- Subdivision of property

To:

- Subdivide parcel #14300733 involving 26.7 acres into 3 tracts

Notification: Pursuant to Minnesota Statutes Chapter 462 and the City of Crosslake Zoning Ordinance, you are hereby notified of a public hearing before the City of Crosslake Planning Commission/Board of Adjustment. Property owners have been notified according to MN State Statute 462 and has been published in the Northland Press. Please share this notice with any of your neighbors who may not have been notified by mail.

Information: Copies of the application and all maps, diagrams or documents are available at Crosslake City Hall or by contacting the Crosslake Planning & Zoning staff at 218-692-2689. Please submit your comments in writing including your name and mailing address to Crosslake City Hall or (crosslakepz@crosslake.net).



STAFF REPORT

Property Owner/Applicant: Robert A & Laurie J Herje

Parcel Number(s): 14300733

Application Submitted: September 19, 2019

Action Deadline: November 17, 2019

City 60 Day Extension Letter sent/ Deadline: N/A / N/A

Applicant Extension Received / Request: N/A / N/A

City Council Date: November 12, 2019

Authorized Agent: Kevin McCormick of Land Design Solutions

Request: To subdivide parcel #14300733 involving 26.7 acres into 3 tracts

Current Zoning: Shoreland District

Adjacent Land Use/Zoning:

North – Shoreland District

South – Shoreland District

East – Public, Shoreland District

West – Shoreland District

Development Review Team Minutes held on 8-13-19:

- Property is located on West Shore Trail & West Shore Dr., Crosslake, MN 56442
- Proposed to split the 2 existing parcels into 3 parcels per each existing parcels
- Access from West Shore Dr.
- If your parcel is located within an organization that has restrictions, you would need to verify those restrictions and clarify that your request is approved by that organization
- Survey to show all easements, building envelope per lot, remnant acre total, full legal now and proposed
- Parcel 14300734 – If a flag lot is created, the requirement is a 50 foot road width
- Parcel 14300733 - Tract B square footage is incorrect also possible configuration change for an access to the remnant lot
- Two septic site suitabilities will be required to proceed forward with the subdivision requests
- Deed needed for existing legal description or title commitment
- Wetland Delineation is on file in Crosslake
- Planning Commission/Board of Adjustment will make a recommendation to the Crosslake City Council
- Failure to record a signed deed(s) within 90 days of subdivision approval by the city council shall void the approval

Property owner was informed that before they could be placed on a public hearing agenda the following information is required:

1. A certificate of survey meeting the requirements outlined in Chapter 44 of the Code of Ordinances of the City of Crosslake
2. An authorized agent form completed, signed and dated
3. Wetland delineation or a no wetland statement/letter
4. Two septic site suitabilities per parcel
5. A complete Subdivisions application with all required paperwork
6. The public hearing fee of \$100.00 + \$75.00 per new lot
7. Upon recommendation from the Planning Commission/Board of Adjustment to the City Council and before the city council meeting a park dedication fee of \$1,500.00 or 10% of land per new lot or a combination thereof as outlined in Chapter 44, Sec. 44-402 is required for newly created lots

Parcel History:

- No history, it is a vacant parcel

City Ordinance:

Land subdivision must be accomplished in a manner that contributes to an attractive, orderly, stable and wholesome community environment with adequate public services and safe streets. All land subdivisions, including plats, shall fully comply with the regulations in this chapter and as may be addressed in other chapters of this Code. (Sec. 44.1)

City Community Plan:

Encourage sustainable development, that would maintain the communities character and respects the environment including natural topography, suitable soils and avoids such areas as wetland, flood plains erodible steep slopes and bluffs; strengthen the distinction between urban growth and rural countryside and guide new development in ways that promote and enhance land use compatibility; support the infill and redevelopment of areas within the city in an effort to leverage existing infrastructure investment; identify areas and phases of development in a manner that addresses the cost of providing public services; identify and prioritize significant view-sheds and develop alternative approaches to preserve them while permitting reasonable use and development of privately owned lands (page 19)

Agencies Notified and Responses Received:

County Highway: N/A

DNR: No comments were received as of 10-14-19

City Engineer: No comments were received as of 10-14-19

City Attorney: No comments were received as of 10-14-19

Lake Association: No comments were received as of 10-14-19

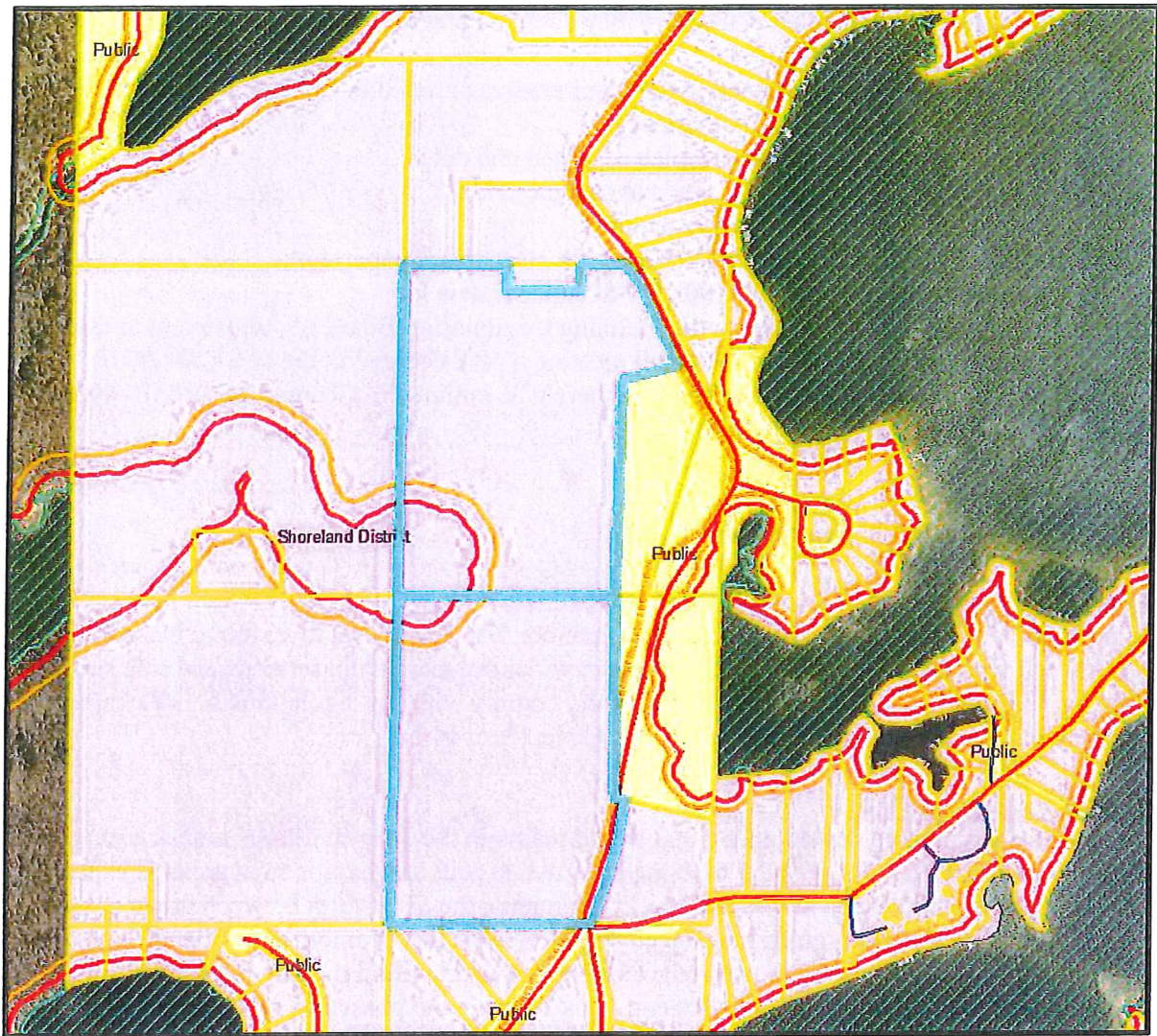
Crosslake Public Works: No comments were received as of 10-14-19

Crosslake Park, Recreation & Library: No comments were received as of 10-14-19

Concerned Parties: No comments were received as of 10-14-19

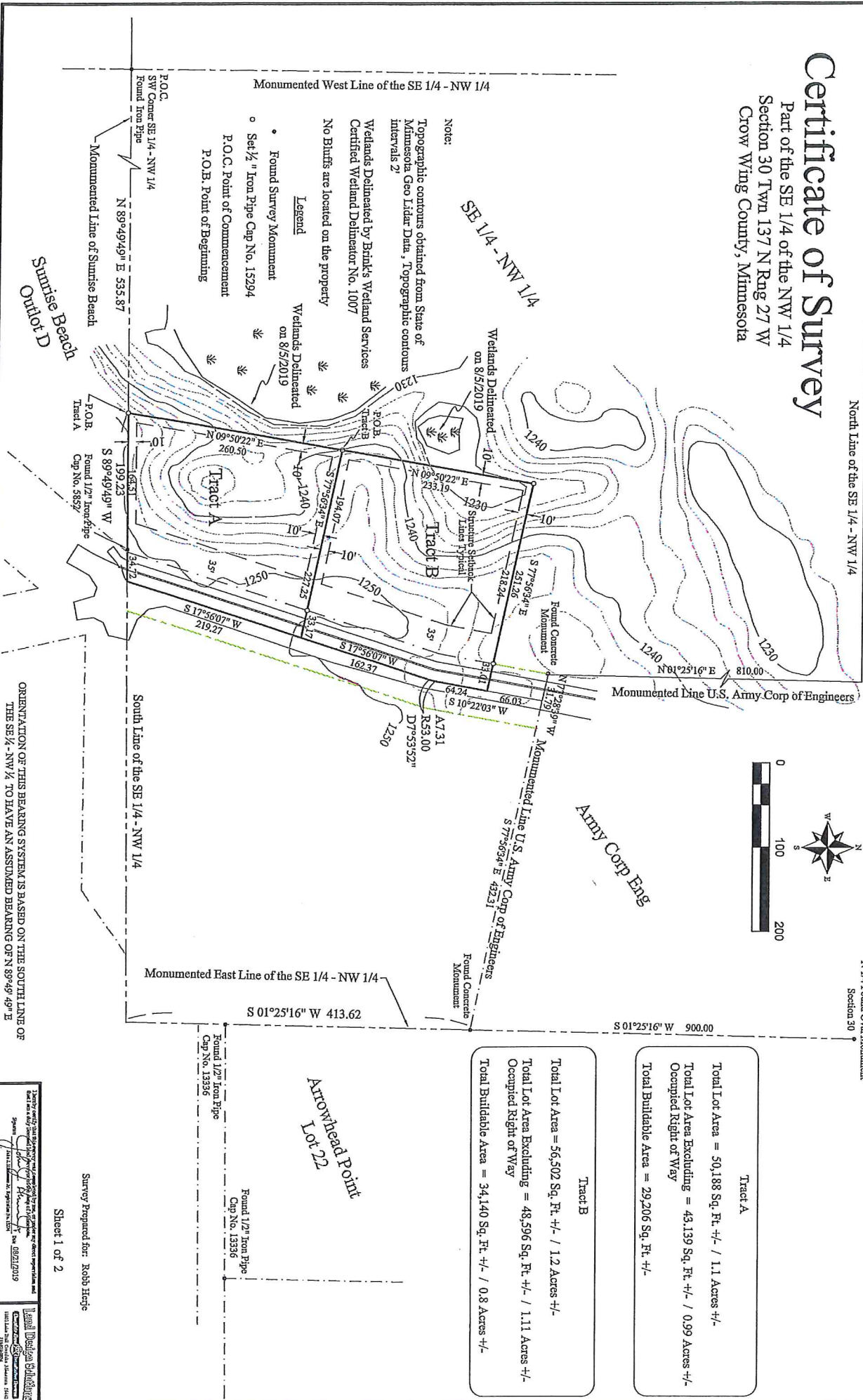
POSSIBLE MOTION:

To make a recommendation to the Crosslake City Council to approve/table/deny the subdivision of parcel #14300733 involving 26.7 acres into 3 tracts located in part of the SE 1/4 of NW 1/4, Sec 30, City of Crosslake



Part of the SE 1/4 of the NW 1/4
Section 30 Twn 137 N Rng 27 W
Crow Wing County, Minnesota

N 1/4 Found Oval Monument
Section 30



ORIENTATION OF THIS BEARING SYSTEM IS BASED ON THE SOUTH LINE OF THE SE $\frac{1}{4}$ - NW $\frac{1}{4}$ TO HAVE AN ASSUMED BEARING OF N 89° 49' 45" E

I hereby certify that this survey was completed by me, or under my direct supervision and that it is a truly accurate and correct record of the place of Milwaukee.

Surveyor John J. Harty Date 08/21/2019
John J. Harty
 John J. Harty, Surveyor
 1000 N. Milwaukee St., Appleton, WI 54912

Land Design Solutions
Landmark Design Solutions
 11001 Lake Trail Circle, Suite 100, #412
 Fremont, CA 94555

Survey Prepared for: Robb Herje

Sheet 1 of 2

Part of the SE 1/4 of the NW 1/4
Section 30 Twn 137 N Rng 27 W
Crow Wing County, Minnesota

That part of the Southeast Quarter of the Northwest Quarter of Section 30 Township 137 North Range 27 West Crow Wing County Minnesota, more particularly described as follows:

Commencing at the Southwest corner of said Southeast Quarter of the Northwest Quarter, thence North 89 degrees 49 minutes 49 seconds West, assumed bearing along the South line of said Southeast Quarter of the Northwest Quarter 535.87 feet, to the point of beginning of the tract to be described; Thence North 09 degrees 50 minutes 22 seconds East 260.50 feet; thence South 77 degrees 56 minutes 34 seconds East 227.25 feet to the centerline of West Shore Drive; thence South 17 degrees 56 minutes 07 seconds West 219.27 feet, more or less to said South line of the Southeast Quarter of the Northwest Quarter; thence South 89 degrees 49 minutes 49 seconds West 199.23 feet to the point of beginning.

Subject to the occupied road right of way of West Shore Drive road

Subject to easements, restrictions, and reservations of record

Part of the SE 1/4 of the NW 1/4
Section 30 Twn 137 N Rng 27 W
Crow Wing County, Minnesota

That part of the Southeast Quarter of the Northwest Quarter of Section 30 Township 137 North Range 27 West Crow Wing County Minnesota, more particularly described as follows:

Commencing at the Southwest corner of said Southeast Quarter of the Northwest Quarter, thence North 89 degrees 49 minutes 49 seconds West, assumed bearing along the South line of said Southeast Quarter of the Northwest Quarter 535.87 feet thence North 09 degrees 50 minutes 22 seconds East 260.50 feet, to the point of beginning of the tract to be described, thence North 09 degrees 56 minutes 22 seconds East 233.19 feet, thence South 77 degrees 56 minutes 34 seconds East 251.26 feet, to the centerline of West Shore Drive, thence South 10 degrees 22 minutes 03 seconds West 64.24 feet, thence southerly along a tangential curve, concave to the west, radius 53.00 feet, central angle 07 degrees 53 minutes 52 seconds, 7.31 feet, thence South 17 degrees 56 minutes 07 seconds West 162.37 feet, thence North 77 degrees 56 minutes 34 seconds West 227.25 feet, to the point of beginning.

Subject to the occupied road right of way of West Shore Drive road.

Subject to easements, restrictions, and reservations of record

That part of the Southeast Quarter of the Northwest Quarter of Section 30 Township 137 North Range 27 West Crow Wing County Minnesota; lying westerly and northerly of the following described line:

Commencing the Southwest corner of said Southeast Quarter of the Northwest Quarter, thence North 89 degrees 49 minutes 49 seconds West, assumed bearing along the South line of said Southeast Quarter of the Northwest Quarter 335.87 feet; thence North 09 degrees 50 minutes 22 seconds East 493.69 feet; thence South 77 degrees 56 minutes 34 seconds East 251.26 feet, to the centreline of West Shore Drive, thence North 10 degrees 22 minutes 03 seconds East 66.03 feet; thence North 77 degrees 28 minutes 39 seconds West 31.79 feet; thence North 01 Degrees 25 minutes 16 seconds East 810.00 feet, more or less, to the North Line of said Southeast Quarter of the Northwest Quarter, and said line here terminating.

Subject to the occupied road right of way of West Shore Drive road.
Subject to easements, restrictions, and reservations of record.



Subdivisions Application
Planning and Zoning Department
37028 County Rd 66, Crosslake, MN 56442
218.692.2689 (Phone) 218.692.2687 (Fax) www.cityofcrosslake.org

1910160S

Receipt Number: 315436

Permit Number: _____

Property Owner(s): Robert Herje A & Laurie Herje

Mailing Address: 1728 Blair Avenue St. Paul MN
3345 Zircon Ln N, Mpls, MN 55447

Site Address: 1159 Milinda Shores Road
West Shore Dr.

Phone Number: 651-329-7392
Crosslake, MN 56442

E-Mail Address: N/A

Parcel Number(s): 1430733 14300733

Legal Description: Part of NE-NW the SE 1/4 of the NW 1/4

Sec 30 Twp 137 Rge 26 ☐ 27 ☒ 28 ☐

Land Involved: Width: _____ Length: _____ Acres: 27

Lake/River Name: N/A Crosslake (CD)

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

If yes, list Parcel Number(s) 14300743

Authorized Agent: Kevin McCormick Land Design Solutions

Agent Address: 11821 Lake Trail, Crosslake, MN 56442

Agent Phone Number: 218-820-0854

Signature of Property Owner(s) [Signature] Date _____

Signature of Authorized Agent(s) [Signature] Date 8-22-19

Subdivision Type

(Check applicable request)

- ☒ Metes and Bounds
☐ Residential Preliminary Plat
☐ Residential Final Plat
☐ Commercial Preliminary Plat
☐ Commercial Final Plat

Development

_____ Number of proposed lots

_____ Number of proposed outlots

Access

_____ Public Road

_____ Easement

Easement recorded: _____ Yes _____ No

Septic

Compliance _____

SSTS Design _____

Site Suitability _____

- ☒ All applications must be accompanied by signed Certificate of Survey
☒ Residential Fee: Preliminary \$500 + \$100 per lot; Final \$500 + \$25 per lot Payable to "City of Crosslake"
☐ Commercial Fee: Preliminary \$750 + \$150 per lot; Final \$750 + \$50 per lot Payable to "City of Crosslake"
☒ Metes & Bounds: \$100 + \$75 per lot Payable to "City of Crosslake"
☐ Above Fees will require additional Park Dedication Fees of \$1,500 per unit/lot or 10% of buildable land as measured pre-plat for park purposes or a combination of both Payable to "City of Crosslake"
☐ No decisions were made on an applicant's request at the DRT meeting. Submittal of an application after DRT does not constitute approval. Approval or denial of application is determined at a public meeting by the City Council after a recommendation from the Planning Commission/Board of Adjustment per Minnesota Statute 462 and the City of Crosslake Land Use Ordinance.

For Office Use:

Application accepted by [Signature] Date 9/19/19 Land Use District SD Lake Class 6D Park, Rec, Lib _____

Crosslake



G. 1. C.

Subdivisions Application
Planning and Zoning Department
37028 County Rd 66, Crosslake, MN 56442
218.692.2689 (Phone) 218.692.2687 (Fax) www.cityofcrosslake.org

Receipt Number: 315472 Permit Number: 19101975

Property Owner(s): JOSH SAVAGEAU

Mailing Address: 1500 211TH AVE NW
OAK GROVE, MN 55011

Site Address: VACANT LAND - 1159 MEDINA ST
ROAD CROSSLAKE

Phone Number: 657-329-7392

E-Mail Address: JRSavageau@gmail.com

Parcel Number(s): 141 805-09

Legal Description: PART OF Gov. LOT 7

Sec 18 Twp 137 Rge 26 (27) / 28

Land Involved: Width: VARIES Length: _____ Acres: 5.9

Lake/River Name: RUSH LAKE

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

If yes, list Parcel Number(s) _____

Authorized Agent: KEVIN McLOMCK

Agent Address: 11821 LAKE TRAIL
CROSSLAKE MN 56442

Agent Phone Number: 218-820-0854

Signature of Property Owner(s) _____ Date _____

Signature of Authorized Agent(s) [Signature] Date 11-6-19

Subdivision Type

(Check applicable request)

- ☐ Metes and Bounds
☐ Residential Preliminary Plat
☒ Residential Final Plat
☐ Commercial Preliminary Plat
☐ Commercial Final Plat

Development

4 Number of proposed lots

0 Number of proposed outlots

Access

0 Public Road

Y Easement

Easement recorded: ☒ Yes ____ No

Septic

Compliance 8-2-19

SSTS Design 1

Site Suitability 8-22-19

- ☐ All applications must be accompanied by signed Certificate of Survey My lars after approval
- ☒ Residential Fee: Preliminary \$500 + \$100 per lot; Final \$500 + \$25 per lot Payable to "City of Crosslake"
- ☐ Commercial Fee: Preliminary \$750 + \$150 per lot; Final \$750 + \$50 per lot Payable to "City of Crosslake"
- ☐ Metes & Bounds: \$100 + \$75 per lot Payable to "City of Crosslake"
- ☒ Above Fees will require additional Park Dedication Fees of \$1,500 per unit/lot or 10% of buildable land as measured pre-plat for park purposes or a combination of both Payable to "City of Crosslake"
- ☒ No decisions were made on an applicant's request at the DRT meeting. Submittal of an application after DRT does not constitute approval. Approval or denial of application is determined at a public meeting by the City Council after a recommendation from the Planning Commission/Board of Adjustment per Minnesota Statute 462 and the City of Crosslake Land Use Ordinance.

For Office Use:

Application accepted by CS Date 11-6-19 Land Use District 50 Lake Class 30 Park, Rec, Lib YES

November 4, 2019

City of Crosslake

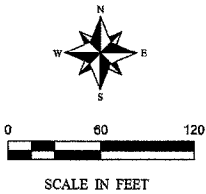
RE: Blue Rush Estates, Crow Wing County, Minnesota

Dear City of Crosslake: I have further reviewed the final plat of Blue Rush Estates with regards to mathematical correctness and the requirements of the most current; Minnesota Platting Statutes, Chapter 505 and Guidelines for Platting in Minnesota, a joint publication of the Minnesota Society of Professional Surveyors (MSPS) and Minnesota Association of County Surveyors (MACS). The final plat dedication which includes the plat boundary legal description, dedication statement, owner's signature and other approving signatures conforms to the plat drawing and information provided to form. A field inspection to confirm the placement of the required boundary, plat and lot corners has not been performed. Based on these conditions I find the final plat of Blue Rush Estates to conform to the above statutes, regulations and publications.

Respectfully,

A handwritten signature in cursive script, reading "Paul Herkenhoff".

Paul Herkenhoff, PS 45875



BLUE RUSH ESTATES



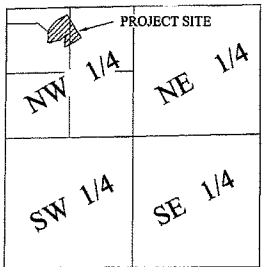
Rush Lake
GENERAL DEVELOPMENT CLASSIFICATION
(CROSSLAKE RESERVOIR)
ORDINARY HIGH WATER ELEVATION = 1229.57 NGVD 29 DATUM
INFORMATION OBTAINED FROM THE ARMY CORP OF ENGINEERS

LEGEND

- NW Cor. Sec. 18, T137N, 27W, found 2 inch Iron Pipe
- Denotes 1/2 inch iron pipe found and marked by License No. 5852
- Denotes 1/2 inch iron pipe set and marked by License No. 15924

VICINITY MAP

SEC18 T137 R27
CROW WING COUNTY
MINNESOTA



NO SCALE

BEARING ORIENTATION

ORIENTATION OF THIS BEARING SYSTEM IS BASED ON THE WEST LINE OF
GOVERNMENT LOT 7 TO HAVE AN ASSUMED BEARING OF S 00°00' 00" E

KNOWN ALL PERSONS BY THESE PRESENTS: That Joshua R. Savageau and Stacey L. Savageau, husband and wife owners, and Riverwood Bank, a Minnesota corporation, mortgagee, of the following described property, situated in the City of Crosslake, County of Crow Wing, State of Minnesota to - wit:

That part of Gov. Lot 7, Sec. 18, Twp. 137, Rge. 27, described as follows: Commencing at the Northwest Corner of said Gov. Lot 7; thence on a bearing of South along the West line of said Gov. Lot 7, 300.05 feet; thence North 89 degrees 00 minutes East, parallel with the North line of said Gov. Lot 7, 640.10 feet; thence south 51 degrees 50 minutes 30 seconds East 262.69 feet; thence Northeastly 99.42 feet along a curve that is not tangent to the last described line, said curve is concave to the Southeast and has a radius of 180.00 feet, a central angle of 31 degrees 38 minutes 45 seconds and a chord bearing of North 29 degrees 55 minutes 25 seconds East; thence North 45 degrees 44 minutes 18 minutes 32 seconds East 106.66 feet to the actual point of beginning of the tract of land to be described; thence continuing North 62 degrees 18 minutes 32 seconds East 30.00 feet; thence South 32 degrees 00 minutes East 555 feet, more or less, to the shore of Rush Lake; thence Southwesterly along said shore 30 feet, more or less, to its intersection with a line bearing South 32 degrees 00 minutes East from the actual point of beginning; thence North 32 degrees 00 minutes West 560 feet, more or less, to the actual point of beginning;

AND

That part of Government Lot 7, Sec. 18, Twp. 137, Rge. 27, described as follows: Commencing at a point on the West line of said Government Lot 7, said point being 300.05 feet South, assumed bearing, from the Northwest corner of said Government Lot 7; thence North 89 degrees 00 minutes East 640.10 feet; thence South 51 degrees 50 minutes 30 seconds East 262.69 feet to the center line of the existing public road; the point of beginning of the tract to be described; thence Northeastly 99.42 feet along a curve that is not tangent to the last described line, said curve is concave to the Southeast and has a radius of 180 feet and a central angle of 31 degrees 38 minutes 45 seconds (the chord of said curve bears North 29 degrees 55 minutes 25 seconds East) along the center line of said road; thence North 45 degrees 44 minutes 32 seconds East 168.13 feet continuing along said road center line; thence Northeastly along a tangent curve concave to the Southeast having a radius of 425 feet, central angle 16 degrees 34 minutes a distance of 122.89 feet continuing along said road centerline; thence North 62 degrees 18 minutes 32 seconds East 136.66 feet continuing along said road center line; thence South 32 degrees 00 minutes 00 seconds East 555 feet to the shore of Rush Lake; thence South 50 degrees 33 minutes 37 seconds West 143.47 feet along said shore; thence South 64 degrees 15 minutes 24 seconds West 246.01 feet continuing along said shore; thence North 12 degrees 12 minutes 35 seconds East 174.96 feet continuing along said shore; thence North 54 degrees 09 minutes 45 seconds West 44.41 feet continuing along said shore; thence South 46 degrees 06 minutes 30 seconds West 109.62 feet continuing along said shore; thence South 84 degrees 21 minutes 50 seconds West 152.74 feet continuing along said shore; thence South 50 degrees 04 minutes 10 seconds West continuing along said shore to the point of intersection with the Northeastly line of Outlet 8, THE PONDS; thence North 75 degrees 07 minutes 26 seconds West 86 feet, more or less to the centerline of Melinda Shores Road; thence Northeastly along said centerline to the point of beginning.

And

Except CITY OF CROSSLAKE RIGHT OF WAY PLAT NO. 2, according to the plat of record in the office of the County Recorder, Crow Wing County, Minnesota.

Have caused the same to be surveyed and platted as BLUE RUSH ESTATES and do hereby dedicate to the public for public use the drainage and utility easements as created herewith, and as shown on this plat.

In witness whereof said Joshua R. Savageau and Stacey L. Savageau husband and wife, have hereunto set their hands this _____ day of _____, 20____.

Joshua R. Savageau Stacey L. Savageau

STATE OF MINNESOTA
COUNTY OF CROW WING
The instrument was acknowledged before me on _____ by Joshua R. Savageau and Stacey L. Savageau

Notary Public, _____

My commission expires _____

Also in witness whereof said Riverwood Bank, a Minnesota corporation, has caused these presents to be signed by its proper officer this _____ day of _____, 20____.

Signed: River Wood Bank

Bart Taylor, President

STATE OF MINNESOTA
COUNTY OF CROW WING

This instrument was acknowledged before me on _____ by Bart Taylor, President of Riverwood Bank.

Notary Public, _____

My commission expires _____

I John J. Hinzmann Jr. do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this _____ day of _____, 20____

John J. Hinzmann Jr., Licensed Land Surveyor
Minnesota License No. 15294

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me this _____, by John J. Hinzmann Jr., Licensed Land Surveyor, Minnesota Licensed Number 15294

Notary Public, _____

My commission expires _____

DEPARTMENT OF AUDITOR - TREASURER

Pursuant to Minnesota Statutes, Section 272.12, MS 505.021 sub 9, there are no delinquent taxes on the land herein before described on this plat and transfer entered this _____ day of _____, 20____

Gary Griffin, Auditor - Treasurer
for Crow Wing County, Minnesota

Deputy, Auditor - Treasurer
for Crow Wing County, Minnesota

CITY COUNCIL

This plat of BLUE RUSH ESTATES was approved and accepted by the City Counsel of the City of Crosslake, Crow Wing County, Minnesota at a regular meeting thereof held this _____ day of _____, 20____ and said plat is in compliance with provisions of Minnesota Statutes, Section 505.03, Subd. 2.

By: David Nevin, Mayor

Charlene Nelson, City Clerk



**CITY OF CROSSLAKE
CROSSLAKE POLICE DEPARTMENT
CROSSLAKE, MN 56442**

Memorandum

Date: October 22, 2019
From: Erik Lee
Subject: 2020 Squad Car Purchases

Mayor/City Council,

I request permission to order two 2020 Ford SUV Police Interceptors from Hibbing Ford at a cost of \$33,282.34 each for a total cost of \$66,564.68. This is a purchase for the vehicles only. This cost does not include setting up and outfitting the vehicles to make them squad cars. Hibbing Ford holds the State Contract for police vehicles. The delivery time on these vehicles is 90-120 days. These vehicles will replace the 2014 Ford Sedan and the 2016 Ford SUV, purchased in 2015. Some items from the old squads will transfer to the new vehicles helping to lower the overall cost. Other items will have to be purchased due to the new style of the Ford SUV and to replace old equipment. The purchase of two squad cars was part of the Capital Improvement Plan and preliminary levy approved by the City Council in August and September of this year.

Respectfully,



Erik Lee
Police Chief



Real People. Real Solutions.

G.3.a.
7656 Design Road
Suite 200
Baxter, MN 56425-8676

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

November 5, 2019

City of Crosslake
37028 County Road 66
Crosslake, MN 56442

RE: Review of Norway Trail/Brook Street Sanitary Sewer Improvement Petition

Honorable Mayor and Council:

Bolton & Menk performed a cursory review of the petition/request considered by the City Council at their October 14, 2019 regular council meeting. From the information provided, we computed the following for the total area (Norway Trail & Brook Street):

- Total Frontage = 3,958.4 Lin Ft
- Frontage Indicated in Support = 1,959.9 Lin Ft (49.5%)
- Frontage Indicated in Opposition = 455.4 Lin Ft
- Frontage Undecided/No Response = 1,543.1 Lin Ft

Our evaluation indicates that 49.5% of the property frontage identified within the petition/request indicated support of the request to install sanitary sewer to their property. This indication of support was by signature or notes written on the signature line. Based on our review, we are concerned that information provided would be considered a valid petition. We recommend the City consult the City Attorney for his opinion in that regard.

For your review, the computation for each street segment has been included (summary provided on last page) along with a map depicting property input regarding the petition for installation of sanitary sewer.

We appreciate the opportunity to assist the City of Crosslake. Please contact me if you have questions.

Respectfully submitted,
Bolton & Menk, Inc.

Phillip M. Martin, P.E.
Principal Engineer

cc: Ted Strand, Public Works Director

NORWAY TRAIL - FROM DAGGETT BAY ROAD TO BROOK STREET SEGMENT

PID	FRONTAGE	
14160613	68.28	YES
14160612	50.31	YES
14160611	44.61	YES
14160610	105.73	YES
14160609	35.46	NO RESPONSE
14160608	104.22	NO RESPONSE
14160607	100	NO RESPONSE
14160606	100.42	NO RESPONSE
14160605	32.79	NO RESPONSE
14160604	101.95	YES
14160603	78.03	MAYBE
14160830	112	NO
14160598	154	NO
14160599	178.8	YES
14160600	157.86	YES
14160601	148.6	YES
14160602	158.96	NO RESPONSE
TOTAL SEGMENT FRONTAGE	1732.02	LF
YES	856.14	LF 49%
NO	266	LF 15%
MAYBE/NO RESPONSE	609.88	LF 35%

NORWAY TRAIL - FROM BROOK STREET TO THE EAST END OF NORWAY TRAIL SEGMENT

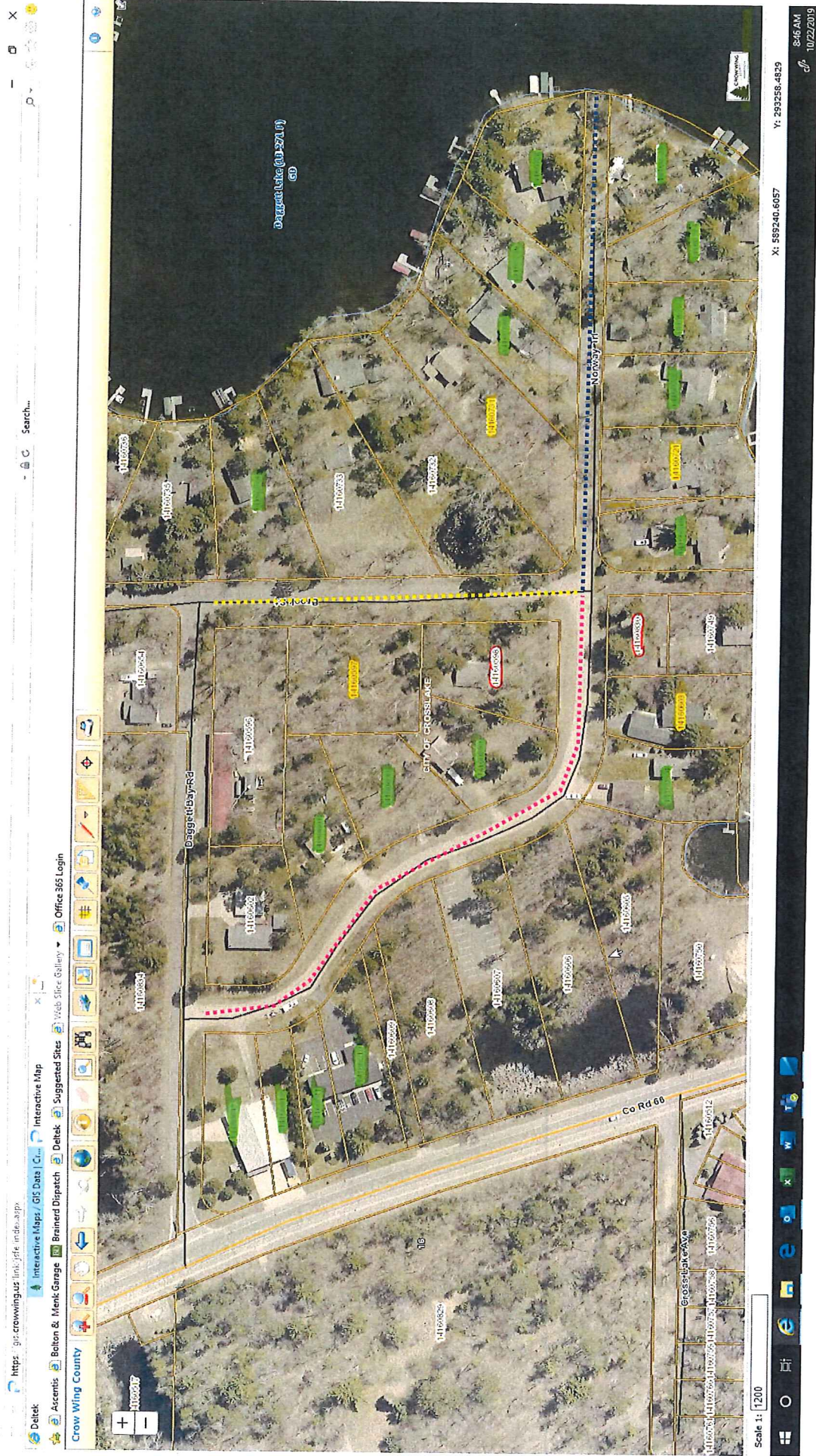
PID	FRONTAGE	
14160731	160.16	MAYBE
14160730	120	YES
14160729	120	YES
14160728	245.83	YES
14160725	203.16	YES
14160724	50	YES
14160723	100	YES
14160722	100	YES
14160721	100	MAYBE
14160720	20	MAYBE
14160719	72.8	YES
TOTAL SEGMENT FRONTAGE	1291.95	LF
YES	1011.79	LF 78%
NO		LF 0%
MAYBE/NO RESPONSE	280.16	LF 22%

BROOK STREET - FROM DAGGETTE BAY ROAD TO NORWAY TRAIL SEGMENT

PID	FRONTAGE	
14160596	100	NO RESPONSE
14160597	185	MAYBE
14160598	189.43	NO
14160732	172.48	NO RESPONSE
14160733	160	NO RESPONSE
14160734	91.94	YES
14160735	35.55	NO RESPONSE
TOTAL SEGMENT FRONTAGE	934.4	LF
YES	91.94	LF 10%
NO	189.43	LF 20%
MAYBE/NO RESPONSE	653.03	LF 70%

SUMMARY		
TOTAL PROJECT	3958.37	LF
TOTAL YES	1959.87	LF 49.5%
TOTAL NO	455.43	LF 11.5%
TOTAL MAYBE/NO RESPONSE	1543.07	LF 39.0%

☒ YES ☐ MAYBE ☐ NO



Staff Report
Crosslake Parks, Recreation and Library

To: Crosslake City Council
From: TJ Graumann, Director of Parks, Recreation & Library
Date: November 12th, 2019

1. Carpet Replacement

Option 1: Replace existing carpet in the fitness room with new carpet tiles. Replace carpet in the reception/office area with new carpet tiles. The estimate for this option totals \$9,680.00

Option 2: Replace existing carpet in the fitness room with new rubber tiles. Replace carpet in the reception/office area with new carpet tiles. The estimate for this option totals \$15,969.00

Council Motion/Action

2. Public Right of Way Management

The Parks Commission discussed 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.

The Parks Commission recommends to City Council the Parks Department work with Planning and Zoning to create a detailed ROW data base.

Council Motion/Action

Becker Crosslake Flooring,

33757 County Road 3
Crosslake, MN 56442

Estimate

Date	Estimate #
9/5/2019	1631

Phone # 218-692-4157

Fax # 218-692-4757

Name / Address
Crosslake Community Center

Job Location
tgraumann@crosslake.net

Item	Description	Qty	Cost	Total
	Following is the proposal for the Reception/Office Area. Please review and contact us if you have any questions. Thank you, Nancy			
Carpet	Carpet installed in Reception/Office Area. Price subject to final selection.	40	35.00	1,400.00
Misc Services	Take up & dispose of existing.		200.00	200.00
Misc Services	If Becker's remove & replace desks and file cabinets.		400.00	400.00
			Total	\$2,000.00

Becker Crosslake Flooring,33757 County Road 3
Crosslake, MN 56442**Estimate**

Phone # 218-692-4157

Fax # 218-692-4757

Date	Estimate #
11/8/2019	1653

Name / Address
Crosslake Community Center 14126 Daggett Pine Rd. Crosslake, MN 56442

Job Location
tgraumann@crosslake.net TJ 692-4271

Item	Description	Qty	Cost	Total
	Following is the proposal for the exercise area if carpet tile is installed rather than rubber tile. Please review and contact us if you have any questions. If approved, please acknowledge. Thank you, Nance			
Carpet	Carpet tile installed in exercise area.	152	35.00	5,320.00
Misc Services	Take up & dispose of existing.		900.00	900.00
Misc Services	Remove & replace exercise equipment or move side to side.		600.00	600.00
Misc Services	2 rolls of 4" vinyl cove base supplied and installed.		360.00	360.00
Misc Services	??If floor fill is needed to fill cracks? Additional.		200.00	200.00
Misc Services	Freight		300.00	300.00
			Total	\$7,680.00

Becker Crosslake Flooring,

33757 County Road 3
Crosslake, MN 56442

Estimate

Phone # 218-692-4157

Fax # 218-692-4757

Date	Estimate #
11/6/2019	1652

Name / Address
Crosslake Community Center 14126 Daggett Pine Rd. Crosslake, MN 56442

Job Location
tgraumann@crosslake.net TJ 692-4271

Item	Description	Qty	Cost	Total
	Following is the proposal for the rubber tile and installation. Please review and contact us if you have any questions. If approved, please acknowledge. Thank you, Nancy			
Misc Services	Sport Lock 2' x 2' rubber tile installed 1,240 s/f	1,240	8.98306	11,139.00
Misc Services	Take up & dispose of existing flooring best we can, scraping glue.		900.00	900.00
Misc Services	Remove & replace exercise equipment or move side to side.		600.00	600.00
Misc Services	2 rolls of 4" vinyl cove base supplied and installed.		360.00	360.00
Misc Services	Rubber Floor Finish and Sealer (product only, additional if Becker's does the finish/sealer labor).		150.00	150.00
Misc Services	??If floor fill is needed to fill cracks? Additional		200.00	200.00
Misc Services	Freight.	1,240	0.50	620.00
			Total	\$13,969.00