

**AGENDA
REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
THURSDAY, NOVEMBER 12, 2020
7:00 P.M. – CITY HALL**

A. CALL TO ORDER

1. Pledge of Allegiance

B. 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.

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

1. Regular Council Meeting Minutes of September 14, 2020
2. Regular Council Meeting Minutes of October 12, 2020
3. City – Month End Revenue Report dated October 2020
4. City – Month End Expenditures Report dated October 2020
5. Police Department Report – October 2020
6. Police Department Report for Mission Township October 2020
7. Fire Department Report – October 2020
8. North Ambulance Run Reports – October 2020
9. Planning and Zoning Monthly Statistics
10. Planning and Zoning Meeting Minutes of September 25, 2020
11. Park, Recreation/Library Commission Meeting Minutes of September 23, 2020
12. Waste Partners Recycling Report for September 2020
13. Bills for Approval

D. CRITICAL ISSUES

1. Canvass of Election Results – *to be provided at meeting* (**Council Action-Motion**)

E. MAYOR’S AND COUNCIL MEMBERS’ REPORT

1. Update on Fire Hall Project
 - a. Pay Application #3 from Hytec for Fire Hall Remodel in the Amount of \$130,946.69 (**Council Action-Motion**)
2. Resolution Accepting Donations (**Council Action-Motion**)
3. Request from Mayor to Obtain Requests for Proposals for 2021 Services for City Engineer and City Attorney
4. Request from Mayor Change Makeup of Personnel Committee
5. Request from Mayor to Consider Changing Assessment Policy
6. Request from Mayor to Have Key to City Hall
7. Request from Mayor to Require Employees to Park in Front of Building

F. CITY ADMINISTRATOR'S REPORT

1. Letter dated November 5, 2020 from Clifton Larson Allen Re: Audit Services for Year Ending December 31, 2020 (Council Action-Motion)
2. Memo dated November 5, 2020 from City Clerk Re: Lodging Tax (Council Action-Motion)

G. COMMISSION REPORTS

1. PARK AND RECREATION/LIBRARY

- a. Request to Move 2020 Irrigation Project to 2021 (Council Action-Motion)
- b. Request to Purchase Picnic Tables and Umbrellas (Council Action-Motion)

2. PUBLIC WORKS/SEWER/CEMETERY

- a. Resolution Ordering Preparation of Report on Improvement (Council Action-Motion)
- b. In Control Proposal for Lift Station Control Panel Replacements (Council Action-Motion)
- c. Biosolids Proposal from Bolton & Menk (Council Action-Motion)
- d. Clarifier Rehabilitation Proposal from Bolton & Menk (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

J. NEW BUSINESS

K. OLD BUSINESS

L. ADJOURN

C.I.

**REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, SEPTEMBER 14, 2020
7:00 P.M. – CITY HALL**

The Crosslake City Council held the Regular Council Meeting on Monday, September 14, 2020 in City Hall. The following Council Members were present: Mayor Dave Nevin, John Andrews, Aaron Herzog, Dave Schrupp and Marcia Seibert-Volz. Also in attendance were City Administrator Mike Lyonais, City Clerk Char Nelson, Park Director TJ Graumann, Police Chief Erik Lee, Fire Chief Chip Lohmiller, City Attorney Brad Person, City Engineer Dave Reese and Council Candidates Patty Norgaard and Catharine Funk. Northland Press Reporter Paul Boblett and Echo Journal Reporter Nancy Vogt attended via Zoom as well as two individuals. There were approximately twelve people in the audience.

A. CALL TO ORDER – Mayor Nevin called the Regular Council Meeting to order at 7:00 P.M. The Pledge of Allegiance was recited. MOTION 09R-01-20 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY AARON HERZOG TO APPROVE THE FOLLOWING ADDITIONS TO THE AGENDA: C.18. ADDITIONAL BILLS FOR APPROVAL, C.19. RESOLUTION FOR THE APPOINTMENT OF ELECTION JUDGES TO SERVE FOR THE GENERAL ELECTION TO BE HELD NOVEMBER 3, 2020, E.6. HYTEC PAY REQUEST FOR FIREHALL DESIGN IN THE AMOUNT OF \$10,000, E.7. HYTEC PAY REQUEST #11 FOR CITY HALL/POLICE DEPARTMENT IN THE AMOUNT OF \$37,724.31 AND G.2.B. REVIEW ESTIMATE FOR IRRIGATION SYSTEM. MOTION CARRIED WITH ALL AYES.

B. PUBLIC FORUM – Jessica Eide of 38083 County Road 66 asked the status of South Bay Park. TJ Graumann replied that after meeting with and getting direction from Corrine Hodapp of the Army Corps of Engineers, the Park Commission is working on a plan for the proposed site. The next step will be to obtain an archeological study. Once that is complete, the plan will be presented to the Council for approval. Mr. Graumann suggested that if residents are interested in certain features, they should speak with Ms. Hodapp, as she has suggested that the City steer away from installing docks at this point.

Cindy Myogeto of the Chamber reported that a “Meet the Candidates” forum will be held on September 24 at 6pm at the Community Center. Due to capacity restrictions, a limited number of attendees will be allowed. Reservations will be required and the event will be live streamed.

Cindy Myogeto reported that Crosslake Days will be held September 24-26, 2020. Although there will be no chili cookoff this year, many activities are planned.

C. CONSENT CALENDAR – Marcia Seibert-Volz requested that item #5. Special Council Meeting Minutes of August 27, 2020 be pulled from the consent calendar. Dave Schrupp questioned item #16. Char Nelson explained that Waste Partners still picks up recycling in Crosslake and is required to submit that information to Crow Wing County and the City is copied on the report. Dave Nevin asked that item #17. Bills for Approval be pulled from the consent calendar. MOTION 09R-02-20 WAS MADE BY JOHN ANDREWS AND

SECONDED BY AARON HERZOG TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR:

1. Regular Council Meeting Minutes of August 10, 2020
2. Budget Workshop Meeting Minutes of August 13, 2020
3. Special Council Meeting Minutes of August 13, 2020
4. Budget Workshop Meeting Minutes of August 27, 2020
5. *Removed*
6. Budget Workshop Meeting Minutes of September 3, 2020
7. City – Month End Revenue Report dated August 2020
8. City – Month End Expenditures Report dated August 2020
9. Police Report for Crosslake – August 2020
10. Police Report for Mission Township – August 2020
11. Fire Department Report – August 2020
12. North Ambulance Run Reports –August 2020
13. Planning and Zoning Monthly Statistics
14. Community Center Updates
15. Public Works Meeting Minutes of August 3, 2020
16. Waste Partners Recycling Report for July 2020
17. *Removed*
18. Additional Bills for Approval in the Amount of \$24,332.45
19. Resolution No. 20-19 for the Appointment of Election Judges to Serve for the General Election to be Held November 3, 2020

MOTION CARRIED WITH ALL AYES.

Regarding item #5, Marcia Seibert-Volz stated that the minutes did not reflect how Motion 08SP3-03-20 was stated and suggested that the minutes be corrected before they are approved. Ms. Seibert-Volz stated that motions should not be changed, they should be recorded as stated. Ms. Seibert-Volz also stated that in regards to the closed session, the subject matter should be identified on the agenda and in the minutes. MOTION 09R-03-20 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY DAVE NEVIN TO TABLE ACTION ON THE SPECIAL MEETING MINUTES AND DIRECT STAFF TO CORRECT THE MINUTES AS STATED. MOTION CARRIED WITH ALL AYES. Char Nelson stated that after listening to the audio of that meeting, it was unclear what the intent was and that she spoke with Aaron Herzog and he asked that the Council consider changing the motion tonight.

Dave Nevin questioned the bill for approval to Widseth for the firehall in the amount of \$3,305.00 and questioned if it was for the presentation made to the Council of a new building. Chip Lohmiller stated that the design was already complete and that the bill is not entirely for the presentation of a new firehall. The bill also included a meeting with Hytec and Widseth to go through the building to review the mold and engineering of the existing building. Dave Nevin read the description of the bill and stated that the majority of it was for designing a new firehall. Dave Reese suggested that if there are questions regarding any of their invoices, that it be pulled from the agenda and Widseth will get answers to their questions. MOTION 09R-04-20 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY AARON HERZOG TO PAY THE BILLS PRESENTED EXCEPT FOR

THAT PARTICULAR BILL AND TO GET MORE INFORMATION ON IT AND DECIDE AT THE NEXT MEETING ON IT. MOTION CARRIED WITH ALL AYES.

D. PUBLIC HEARING – 7:15 P.M. – ROAD VACATION OF A PORTION OF PERKINS ROAD

Attorney Person presented a survey of the portion of Perkins Road that is to be vacated and reported that he met with all affected property owners except for two. All but those two have paid their assessments in full.

No public comments were received.

MOTION 09R-05-20 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO APPROVE RESOLUTION NO. 20-20 VACATING PROPERTY ON PERKINS ROAD. MOTION CARRIED WITH ALL AYES. Attorney Person noted that the vacation is final and that he will hold the deeds of the two property owners that he has not heard from and the assessment will be certified to their taxes if they so wish.

E. MAYOR'S REPORT

1. Marcia Seibert-Volz stated that the City Council should approve the change orders for the Firehall Project without holding up the progress of construction. Ms. Seibert-Volz stated that the committee could agree to move forward with something and then have Hytec put together a change order for Council approval after. Ms. Seibert-Volz added that the Council should be aware of what changes are being made and that in accordance with the competitive bidding process, the committee could approve anything up to \$25,000 and keep going. Ms. Volz suggested that two Council members be on the committee rather than one. Dave Schrupp stated that he hopes there are not many change orders and agrees with Marcia that all change orders need to be approved by the Council. Mr. Schrupp stated that the Council needs to hold down the cost on this project. John Andrews agreed with Mr. Schrupp. Dave Nevin disagreed and stated that the committee should have a dollar amount limit of what they can approve, such as \$25,000.

Attorney Person clarified what a change order is and stated that with a remodel, there are going to be changes, but not necessarily change orders. Aaron Herzog stated that if Hytec goes in and says they found something they weren't aware of and that it will cost additional money beyond the bid, that would be a change order. Marcia Seibert-Volz stated that the City Council should approve the change orders and that she is not trying to stop the project, but she isn't sure that one council member and two staff should be approving \$25,000 here and \$25,000 there. Mike Lyonais stated that the Council has approved approximately \$1.4 Million so far for the project and there have been proposals presented to the Council but that they have not been approved.

Marcia Seibert-Volz asked the Mayor to address the need of a second council member on the committee. All members were in favor of this. Aaron Herzog volunteered to be on the committee because he lives close to the firehall. MOTION 09R-06-20 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY JOHN ANDREWS TO PUT

AARON HERZOG ON THE FIREHALL BUILDING COMMITTEE. MOTION CARRIED WITH ALL AYES.

Chip Lohmiller noted that Hytec was supposed to be onsite today but they did not come and stated he needs a schedule from them. Dave Nevin stated that he would contact Andy Pickar for more information.

2. The Council reviewed a change order from Hytec for the City Hall project which included costs for bullet proof glass, sneeze guards, added electrical and low voltage, and fire protection well screen. Erik Lee stated that bullet proof glass had always been in the plans and was not sure why that would be part of a change order. Dave Nevin asked Dave Reese for an explanation. Mr. Reese replied that he did not know the details but that there should be a record of conversations. Dave Nevin stated that he wanted to see those. Dave Schrupp questioned why the well screen was not included in the bid and stated that the lavatories have problems with sand in the lines. MOTION 09R-07-20 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY AARON HERZOG TO TABLE ACTION AND PAYMENT ON CHANGE ORDER. Dave Schrupp suggested that the City ask for clarification on why the City should pay for the well screen. Marcia Seibert-Volz agreed and said they will explain when they don't get paid. MOTION CARRIED WITH ALL AYES.
3. MOTION 09R-08-20 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO APPOINT GORDON WAGNER TO THE PUBLIC WORKS COMMISSION TO COMPLETE THE TERM ENDING 1/31/2023. MOTION CARRIED WITH ALL AYES.
4. Dave Nevin read a resolution accepting donations. Jessica Eide of the PAL Foundation presented a check to the Council in the amount of \$30,000 for the pickleball and basketball courts. Ms. Eide explained that the PAL Foundation is a 501c3 and that they accept donations from individuals and organizations for the park department and library, as well as for community events such as the fireworks. Dave Nevin thanked everyone for their donations. Pam Graves of 14131 Sugarloaf Road thanked the Lions for their donation of an AED at the park pavilion. MOTION 09R-09-20 WAS MADE BY JOHN ANDREWS AND SECONDED BY DAVE SCHRUPP TO APPROVE RESOLUTION NO. 20-21 ACCEPTING DONATIONS FROM JESSE AND STEPHANIE NEUMANN OF 24 YARDS OF BROWN RUBBER MULCH FOR THE PARK DEPARTMENT, FROM PETER AND PAM GRAVES OF \$1,148.38 FOR A PICNIC TABLE AND UMBRELLA FOR PICKLEBALL COURTS, FROM GREATER CROSSLAKE AREA FOUNDATION AND CROSSLAKE IDEAL LIONS OF \$6,400 FOR AED AT PARK PAVILION, AND FROM PAL FOUNDATION OF \$30,000 FOR PICKLEBALL AND BASKETBALL COURTS. MOTION CARRIED WITH ALL AYES.
5. The Council reviewed a letter dated August 27, 2020 to Mayor Nevin from the Coalition of Greater MN Cities asking for the City to become a member of their organization. MOTION 09R-10-20 WAS MADE BY AARON HERZOG AND SECONDED BY

DAVE SCHRUPP TO NOT JOIN THE COALITION OF GREATER MN CITIES. MOTION CARRIED WITH ALL AYES.

6. MOTION 09R-11-20 WAS MADE BY AARON HERZOG AND SECONDED BY MARCIA SEIBERT-VOLZ TO APPROVE PAYMENT TO HYTEC CONSTRUCTION IN THE AMOUNT OF \$10,000 FOR FIREHALL DESIGN. MOTION CARRIED WITH ALL AYES.
7. The Council reviewed Pay Application #11 from Hytec for City Hall/Police Department. Mike Lyonais noted that the invoice includes change orders 3 and 4. Change Order 4 was tabled earlier and Change Order 3 is for automatic doors that have yet to be installed. Mr. Lyonais questioned earthwork in the amount of \$6,921.67 and whether it was for hydroseeding, as the contract states. MOTION 09R-12-20 WAS MADE BY DAVE SCHRUPP AND SECONDED BY AARON HERZOG TO HOLD PAYMENT OF BILL UNTIL EXPLANATION IS RECEIVED FROM HYTEC. MOTION CARRIED WITH ALL AYES.

F. CITY ADMINISTRATOR'S REPORT

1. The Council reviewed the 2021 health insurance renewal from Resource Training and Solutions. Insurance Agent Harlan Johnson reported that insurance rates continue to rise and that the City joined a coop a few years ago to help mitigate large increases. The 2021 rates increased 4.8% for the City of Crosslake. The coop goes out for bids each year. A lengthy discussion ensued regarding the history of insurance rates in the City and how insurance rates affect the union contracts. Mike Lyonais noted that the two union contracts are in effect until the end of 2021 and that the City cannot change their level of benefits without opening the contracts for negotiations. MOTION 09R-13-20 WAS MADE BY JOHN ANDREWS AND SECONDED BY DAVE SCHRUPP TO ACCEPT THE HEALTH INSURANCE RENEWAL AS PRESENTED AND AUTHORIZE THE CITY ADMINISTRATOR TO EXECUTE THE RENEWAL DOCUMENTS. MOTION CARRIED WITH ALL AYES.
2. Mike Lyonais reported that at its budget meeting on September 10, the Council directed staff to keep the tax rate the same as last year for the approval of the preliminary levy. Mr. Lyonais noted that the levy will not be finalized until December. The Council can lower the levy but not increase the levy. By keeping the tax rate the same, the levy increase is 5.7%. MOTION 09R-14-20 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY JOHN ANDREWS TO APPROVE RESOLUTION NO. 20-22 APPROVING PRELIMINARY 2020 TAX LEVY COLLECTIBLE IN 2021 AND TO HAVE A BUDGET MEETING IN NOVEMBER TO REDUCE IT. MOTION CARRIED WITH ALL AYES.
3. The Council reviewed a proposal from Digital Horizons for video switching additions in the amount of \$8,598.42. TJ Graumann noted that the overhead projector is not compatible with Zoom and extra equipment is needed so that people on Zoom can see documents on the display. Chip Lohmiller added that because the City has moved to Zoom meetings due to COVID, this purchase could be reimbursed with CARES Act. The

City will sell the panel being replaced to try to recoup some of the cost. Jerry Volz of 37668 Moen Beach Trail asked if the new equipment will fix the video issues of the audio not matching the video. TJ Graumann stated that the glitch will be fixed. MOTION 09R-15-20 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO APPROVE THE PROPOSAL FROM DIGITAL HORIZONS FOR VIDEO SWITCHING ADDITIONS IN THE AMOUNT OF \$8,598.42 AND TO SEEK REIMBURSEMENT FROM CARES ACT. MOTION CARRIED WITH ALL AYES.

4. MOTION 09R-16-20 WAS MADE BY DAVE NEVIN AND SECONDED BY AARON HERZOG TO APPROVE ORDINANCE NO. 366 NAMING AN UNNAMED ROAD AS ALMA POND DRIVE AND ADDING THE ROAD NAME TO THE MASTER ROAD NAME INDEX AND TO APPROVE THE PUBLICATION OF ORDINANCE NO. 366 IN SUMMARY FORM IN THE OFFICIAL NEWSPAPERS. MOTION CARRIED WITH ALL AYES.
5. Included in the packet for Council information was a letter dated August 28, 2020 from Crosslake Communications regarding capital investments made by Tri-Co Technologies.
6. Mike Lyonais presented a letter dated July 29th from Jerry Norgaard recognizing Zoning Administrator Jon Kolstad for his professionalism and quality of work.
7. Included in the packet for information was a letter dated August 11, 2020 from Jean Nybo recognizing the Crosslake Fire Department and Rescue Squad for their response to a fall and bee sting and making her transfer to the hospital as painless as possible.
8. MOTION 09R-17-20 WAS MADE BY JOHN ANDREWS AND SECONDED BY DAVE SCHRUPP TO APPROVE RESOLUTION NO. 20-23 INCREASING MONTHLY SEWER USER FEES FROM \$50 TO \$52 PER MONTH/ERU. MOTION CARRIED WITH ALL AYES.
9. MOTION 09R-18-20 WAS MADE BY AARON HERZOG AND SECONDED BY MARCIA SEIBERT-VOLZ TO APPROVE PAY REQUEST NO. 3 FROM BORDEN EXCAVATING FOR PERKINS ROAD IN THE AMOUNT OF \$218,038.11. MOTION CARRIED WITH ALL AYES.
10. MOTION 09R-19-20 WAS MADE BY JOHN ANDREWS AND SECONDED BY DAVE SCHRUPP TO APPROVE PAY REQUEST NO. 3 FROM DECHANTEL EXCAVATING FOR THE WATER QUALITY PROJECT IN THE AMOUNT OF \$127,425.97. MOTION CARRIED WITH ALL AYES.
11. Dave Reese presented the final pay request and release of retainage from R L. Larson in the amount of \$24,324.79 for Daggett Bay Road. Mr. Reese stated that payment should not be released until the required IC134 forms are received. MOTION 09R-20-20 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY AARON HERZOG TO APPROVE FINAL PAYMENT AND RELEASE OF RETAINAGE IN THE AMOUNT OF \$26,324.79 TO R.L. EXCAVATING AND HOLDING CHECK UNTIL IC134

FORMS ARE RECEIVED. MOTION CARRIED WITH ALL AYES. Dave Reese stated that the Council had approved a \$5,000 change order for this project and that the final total cost was only \$684 over the original bid.

G. COMMISSION REPORTS

1. PUBLIC SAFETY

- a. Erik Lee presented a request to order a 2021 Ford SUV in the amount of \$33,819.24. Marcia Seibert Volz asked why all officers have their own vehicles and why they take them home. A lengthy discussion ensued regarding the benefits of allowing the squads to be taken home including quick response to calls and better care of vehicles by the officers. Erik Lee noted that other small towns in the area such as Nisswa, Pequot Lakes and Breezy Point all have take home squads. Aaron Herzog and Tom Swenson of 36036 West Shore Drive agreed with Erik Lee. Tom Swenson asked what happens to the squad that is replaced. Erik Lee replied that normally the City has sold the vehicle and this is the first year that the vehicle is an SUV and not a Crow Vic. The City advertises for bids or sells vehicles on state auction website. MOTION 09R-21-20 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO APPROVE THE PURCHASE OF A 2021 FORD SUV POLICE INTERCEPTOR FROM TENVOORDE FORD IN ST. CLOUD AT A COST OF \$33,819.24. MOTION CARRIED WITH ALL AYES.
- b. Chip Lohmiller gave a brief update on the deployment of firemen to Oregon to fight the wildfires. Three men from Crosslake Fire Department leave tomorrow morning at 6:30 with Engine 2 and are travelling with other departments from the area.

2. PARK, RECREATION, AND LIBRARY

- a. TJ Graumann presented two quotes for the purchase of a pickup truck for the Park Department. One quote was for a crew cab, the other for a double cab. The difference is \$1,838.80. MOTION 09R-22-20 WAS MADE BY DAVE NEVIN AND SECONDED BY MARCIA SEIBERT-VOLZ TO APPROVE THE PURCHASE OF A 2021 CHEVROLET SILVERADO 2500HD 4WD DOUBLE CAB 149" WORK TRUCK FROM KARL CHEVROLET IN THE AMOUNT OF \$33,879.74. John Andrews stated that the Council should be looking at this purchase long-term and that the crew cab is a better value and can handle more and will last 10-15 years. MOTION CARRIED 3-2 WITH ANDREWS AND SCHRUPP OPPOSED.
- b. TJ Graumann presented a quote for an irrigation system, noting that the irrigation system has been in the capital plan since before he started working for the City. MOTION 09R-23-20 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO APPROVE THE QUOTE FOR IRRIGATION SYSTEM FROM NORTH CENTRAL LAWN CARE & IRRIGATION IN THE AMOUNT OF \$8,500. MOTION CARRIED WITH ALL AYES.

H. PUBLIC FORUM – None.

I. CITY ATTORNEY REPORT – None.

- J. NEW BUSINESS** – Marcia Seibert-Volz stated that closed meetings need to be recorded and asked the attorney if the last meeting was recorded. Attorney Person replied that he did not know.

Marcia Seibert-Volz asked the Council to consider allocating \$50,000 of CARES Act funds for Crosslake business grants. Dave Nevin stated that several businesses have applied for grants through the County and stated he would rather have the County disburse the funds than the City. Aaron Herzog stated that he would be cautious of giving the County the money. Cindy Myogeto of the Chamber stated that some cities are allocating funds to the County and suggested the Council reach out to BLAEDC for information. Patty Norgaard of 37104 Bunkhouse Road stated that she can invite Tyler Glynn of BLAEDC to attend the next Council meeting.

Chip Lohmiller gave a brief update on the CARES Act funds. Of the \$171,000 that the City received, the Council has approved \$40,000 in expenditures at its last meeting and approved \$8,500 tonight. Other expenditures yet to be purchased include no contact light switches, EOC set up, and a second set of turnout gear for the fire department. Dave Schrupp noted that the City will need to levy for those items if they are not paid for with CARES Act funds. Chip Lohmiller stated he will apply for more grants.

Catharine Funk of 14543 Whitebirch Lane stated that she applied for a small business grant through the County and the deadline to apply is 9-18-20.

- K. OLD BUSINESS** – MOTION 09R-24-20 WAS MADE BY DAVE NEVIN AND SECONDED BY JOHN ANDREWS TO APPOINT MARCIA SEIBERT-VOLZ AS ACTING MAYOR. MOTION CARRIED WITH ALL AYES.

- L. ADJOURN** – MOTION 09R-25-20 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO ADJOURN THE MEETING AT 9:08 P.M. MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,

Charlene Nelson
City Clerk

C.2.

**REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, OCTOBER 12, 2020
7:00 P.M. – CITY HALL**

The Crosslake City Council held the Regular Council Meeting on Monday, October 12, 2020 in City Hall. The following Council Members were present: Mayor Dave Nevin, John Andrews, Aaron Herzog, Dave Schrupp and Marcia Seibert-Volz. Also in attendance were City Administrator Mike Lyonais, City Clerk Char Nelson, Park Director TJ Graumann, Zoning Administrator Jon Kolstad, Police Chief Erik Lee, Fire Chief Chip Lohmiller, Public Works Director Ted Strand, City Attorney Brad Person, City Engineer Dave Reese and Council Candidates Patty Norgaard and Catharine Funk. Northland Press Reporter Paul Boblett and Echo Journal Reporter Nancy Vogt attended via Zoom. There were approximately twelve people in the audience.

A. CALL TO ORDER – Mayor Nevin called the Regular Council Meeting to order at 7:00 P.M. The Pledge of Allegiance was recited. Mayor Nevin read the list of additions to the agenda. MOTION 10R-01-20 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO APPROVE THE ADDITIONS TO THE AGENDA. MOTION CARRIED WITH ALL AYES.

B. PUBLIC FORUM – None.

C. CONSENT CALENDAR – Marcia Seibert-Volz requested that item #3. Regular Council Meeting Minutes of September 14, 2020 be pulled from the consent calendar. MOTION 10R-02-20 WAS MADE BY AARON HERZOG AND SECONDED BY DAVE SCHRUPP TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR:

1. Special Council Meeting Minutes of August 27, 2020
2. Budget Workshop Meeting Minutes of September 10, 2020
3. Removed.
4. Special Council Meeting Minutes of September 28, 2020
5. City – Month End Revenue Report dated September 2020
6. City – Month End Expenditures Report dated September 2020
7. Police Report for Crosslake – September 2020
8. Police Report for Mission Township – September 2020
9. Fire Department Report – September 2020
10. North Ambulance Run Reports – September 2020
11. Planning and Zoning Monthly Statistics
12. Planning and Zoning Meeting Minutes of July 24, 2020
13. Community Center Updates
14. Park, Recreation/Library Commission Meeting Minutes of July 22, 2020
15. Public Works Meeting Minutes of September 8, 2020
16. Waste Partners Recycling Report for August 2020
17. Bills for Approval in the Amount of \$159,233.75
18. Additional Bills for Approval in the Amount of \$6,872.77

MOTION CARRIED WITH ALL AYES.

Regarding item #3, Marcia Seibert-Volz stated that motion 09R-02-20 in the regular minutes of September 14, 2020 did not include the list of additional items that were approved on the agenda and asked that the minutes be corrected and resubmitted for approval at the next meeting. MOTION 10R-03-20 WAS MADE BY AARON HERZOG AND SECONDED BY MARCIA SEIBERT-VOLZ TO DIRECT STAFF TO CORRECT THE MINUTES AS STATED AND RESUBMIT FOR APPROVAL AT NEXT MEETING. MOTION CARRIED WITH ALL AYES.

D. CRITICAL ISSUES

1. Chip Lohmiller read a memo dated October 12, 2020 from Fire Chief and City Administrator regarding CARES expenditures for September 2020. The deadline for reporting September expenditures occurred prior to this meeting, so retroactive approval was requested. MOTION 10R-04-20 WAS MADE BY DAVE SCHRUPP AND SECONDED BY JOHN ANDREWS TO APPROVE CARES SEPTEMBER 2020 EXPENDITURES OF PAYROLL RELATED COSTS AND PPE RELATED COSTS IN THE AMOUNT OF \$2,267.29, MAKING THE TOTAL TO DATE FOR EXPENSES \$49,894.08. MOTION CARRIED WITH ALL AYES.

Chip Lohmiller presented a spreadsheet with proposed items to be purchased with CARES Act Funds. Mr. Lohmiller described the need for each item. A lengthy discussion ensued regarding the need for a second set of turnout gear for firefighters, need for radios, and need for Emergency Operation Center (EOC).

Tyler Glynn of BLAEDC addressed the Council to provide information regarding the County's CARES Act Small Business & Nonprofit Grant Relief Program. Mr. Glynn stated that the County has approximately \$3.665M available in grant funds for small businesses and \$1.25M for nonprofits. The first round of grant applications was accepted from August 17 – September 18, 2020. 252 applications were received and 182 were approved. 23 businesses from Crosslake applied for a grant and 15 met the criteria and were approved. After granting businesses funds from the first round, the County still has approximately \$2M to give away. Many businesses from Crosslake did not apply that probably could have. Mr. Glynn stated that a second round of applications will be accepted from October 12 – October 23, 2020.

Dave Nevin asked if the program needed more funds from cities. Mr. Glynn replied that the County suggested at one time that if a City does not contribute to the program, the businesses in that City will not be eligible to receive a grant. Mr. Glynn stated that he needed to get clarification on that and that the County has a lot of money for the grant program. Cities and townships have given donations from \$1,500 up to \$400,000. Dave Nevin suggested that the Council take \$24,000 away from the proposed turnout gear purchase and \$6,000 from the EOC in order to give the County \$30,000 for the grant program. Chip Lohmiller suggested that the Fire Department could purchase a turnout gear dryer in order to speed the cleaning and drying of gear between calls.

County Engineer Tim Bray addressed the Council and stated that he just reached out to the County Administer and found out that the County does not require a City to make a

contribution in order for that City's businesses to receive funds. Tom Swenson of 36036 West Shore Drive stated that the Council should approve all of the items listed except for the \$6,000 for the EOC because the County would probably help fund it and to donate \$6,000 to the County grant program. Aaron Herzog stated that the EOC should be left in the budget and that \$6,000 should be removed from the turnout gear budget. MOTION 10R-05-20 WAS MADE BY AARON HERZOG AND SECONDED BY DAVE SCHRUPP TO APPROVE THE CARES PURCHASES AS PRESENTED, MINUS \$5,000 FOR TURNOUT GEAR AND TO DONATE \$5,000 TO THE COUNTY CARES GRANT PROGRAM. Dave Nevin noted that \$41,000 will remain for turnout gear and that Mr. Lohmiller can decide whether to buy a dryer as well as gear with that. MOTION CARRIED WITH ALL AYES.

E. MAYOR'S REPORT

1. The Mayor read an email dated September 30, 2020 from Mary Sermeta-Hall regarding a hardship that her friend has had and requested monetary help. The City Attorney stated that the Council cannot contribute funds to an individual person.
2. The Mayor gave a brief update on the Fire Hall project stating that most of the building is now opened up. Mr. Nevin asked if there have been any surprises. Chip Lohmiller replied that there is more mold than they expected in the insulation and heating system. Andy Pickar stated that they have been able to identify all of the causes of water damage.

The Council reviewed a change order from Hytec for the Hose Tower Balcony at the Fire Hall. The change would provide and install a new steel balcony, steel railing with open grate floor and painting of steel. The railing will mimic a three-story hotel balcony. Andy Pickar noted that the cost listed is an estimate and will not be final until the change order goes through the Gordian contract. MOTION 10R-06-20 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY AARON HERZOG TO APPROVE THE PROPOSED HOSE TOWER BALCONY AT AN APPROXIMATE COST OF \$4,612.00. MOTION CARRIED WITH ALL AYES.

The Council reviewed a change order from Hytec for the Relocation of Bay #5 at the Fire Hall. This bay was too tight and blocked access in the building when the doors on the trucks were open. MOTION 10R-07-20 WAS MADE BY JOHN ANDREWS AND SECONDED BY MARCIA SEIBERT-VOLZ TO APPROVE THE PROPOSED RELOCATION OF BAY #5 AT AN APPROXIMATE COST OF \$6,488.00. MOTION CARRIED WITH ALL AYES.

Andy Pickar reported that the existing well at the Fire Hall was assumed to have a GPM capacity of approximately 400gpm which is necessary to operate the fire protection sprinklers. After testing the well, it was determined to only have 267gpm. The local Fire Marshall provided two options: Addition of Attic Draft Stops at a cost of \$25,342 or New Well System at a cost of \$68,595. Mr. Pickar spoke with Lambert Water Wells because they installed and repaired the well and was told that the well is maxed out and will never get more than 267gpm. Mr. Pickar added that the project will be on hold until a decision is made. Ted Strand stated that the well is 25 years old and he could make some calls to

determine the exact cause of the problem. MOTION 10R-08-20 WAS MADE BY DAVE SCHRUPP AND SECONDED BY MARICA SEIBERT-VOLZ TO TABLE THE ISSUE AND HOLD A SPECIAL MEETING ON THURSDAY, OCTOBER 15, 2020 AT 5:00 P.M. FOR THE PURPOSE OF DISCUSSING THE FIRE SUPPRESSION WELL. MOTION CARRIED WITH ALL AYES.

3. MOTION 10R-09-20 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO APPROVE THE LEASE WITH DANIEL P. MILLER AND DEBORAH L. MILLER FOR TEMPORARY LOCATION FOR CITY FIRE FACILITIES AT A COST OF \$5,000 PER MONTH FOR 3 MONTHS, COMMENCING ON 10/1/20. MOTION CARRIED WITH ALL AYES.
4. MOTION 10R-10-20 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO APPROVE PAY REQUEST NO. 2 FROM HYTEC CONSTRUCTION FOR THE FIRE HALL REMODEL PROJECT IN THE AMOUNT OF \$39,731.06. MOTION CARRIED WITH ALL AYES
5. The Council reviewed Change Order #5 from Gordian for the City Hall/Police Department Building. Andy Pickar stated that the change order included a well screen which was required on the fire suppression well by the Fire Marshall after the bid was approved, bullet proof glass in the police department, and electrical additions throughout the building. Police Chief Lee stated that bullet proof glass should have always been in the plans. Mr. Pickar stated that a secure shutter was in the approved design. MOTION 10R-11-20 WAS MADE BY AARON HERZOG AND SECONDED BY MARCIA SEIBERT-VOLZ TO APPROVE CHANGE ORDER #5 FROM GORDIAN IN THE AMOUNT OF \$20,920.07 AS PRESENTED. MOTION CARRIED WITH ALL AYES.

Chip Lohmiller addressed the Council and stated that he just spoke to Lambert Water Wells. They told Mr. Lohmiller that the well should last 100 years and the pump, which was replaced a few years ago, should last 25 years. The only way to get more GPM would be a new well. MOTION 10R-12-20 WAS MADE BY JOHN ANDREWS AND SECONDED BY DAVE NEVIN TO APPROVE THE ADDITION OF SEVEN ATTIC AIR STOP LOCATIONS IN THE EXISTING ATTIC SPACES AT AN APPROXIMATE COST OF \$25,342.00 AND TO CANCEL THE SPECIAL MEETING OF OCTOBER 15, 2020. Dave Schrupp asked if this was a legitimate way to fix the problem. Andy Pickar replied that it was and that the Fire Marshall will sign off on the work. MOTION CARRIED WITH ALL AYES.

The Council reviewed a memo dated October 8, 2020 from Staff requesting a secure storage area in the basement of City Hall and the adjustment of desks in the office area. A quote from Hytec for the modifications was attached. Dave Nevin stated that these items were not urgent and that the matter should be tabled. Mr. Nevin suggested that City staff could possibly do the work in the winter. MOTION 10R-13-20 WAS MADE BY DAVE NEVIN AND SECONDED BY DAVE SCHRUPP TO TABLE THE ISSUE. MOTION CARRIED WITH ALL AYES.

6. MOTION 10R-14-20 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO APPROVE PAY REQUEST #11 TO HYTEC CONSTRUCTION IN THE AMOUNT OF \$37,724.31 FOR CITY HALL/POLICE DEPARTMENT BUILDING. MOTION CARRIED WITH ALL AYES.
7. MOTION 10R-15-20 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY AARON HERZOG TO APPROVE RESOLUTION NO. 20-24 ACCEPTING DONATION FROM THE PICKLEBALL TOURNAMENT IN THE AMOUNT OF \$1,030. MOTION CARRIED WITH ALL AYES.

F. CITY ADMINISTRATOR'S REPORT

1. The Council reviewed the Transportation Alternatives Program (TAP) Solicitation for Fiscal Year 2025. Mike Lyonais reminded the Council that the City, with the support of the County, applied for this grant last year and was awarded approximately \$256,000 for the Pedestrian Mobility Improvement Project. Because the amount was not enough for the project the City did not accept the funds.

County Engineer Tim Bray stated that the TAP grant uses federal funds and that there is \$1.6 million available for 2025. Last year the group received good feedback from the review process and is hopeful that the City will receive the required funds along with the 20% local match to complete the project. Mr. Bray provided a map of the proposed plan which includes sidewalks on the east side of County Road 66, enhanced crosswalks and a nonmotorized trail on CSAH 3. The first step in the process is to submit a letter of intent which is due by October 30, 2020. MOTION 10R-16-20 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY JOHN ANDREWS TO APPROVE THE SUBMITTAL OF LETTER OF INTENT TO CENTRAL MINNESOTA AREA TRANSPORTATION PARTNERSHIP FOR FUNDING OF PEDESTRIAN MOBILITY IMPROVEMENT PROJECT. MOTION CARRIED WITH ALL AYES.

2. MOTION 10R-17-20 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO APPROVE MEMORANDUM OF UNDERSTANDING AMENDMENT 1 TO ALLOW A REALLOCATION OF GRANT FUNDS ALLOWING THE CITY AN ADDITIONAL \$30,000 IN REIMBURSABLE COSTS. MOTION CARRIED WITH ALL AYES.
3. MOTION 10R-18-20 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO APPROVE THE DRAFT LETTER TO REFUSE HAULERS, DRAFT APPLICATION FOR REFUSE HAULER'S LICENSE AND \$1,000 ANNUAL LICENSE FEE. MOTION CARRIED WITH ALL AYES.
4. Mike Lyonais reported that the Lodging Tax Ordinance Amendment was removed from the packet so that more changes could be made before Council approval.
5. MOTION 10R-19-20 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO APPROVE THE REPURCHASE OF PINESWOOD CEMETERY

LOT G IN BLOCK 23 LOT 1 FROM GERRY LEONARD IN THE AMOUNT OF \$75.
MOTION CARRIED WITH ALL AYES.

6. Mike Lyonais reported that the City will not have final election results until November 10, 2020 because the State is allowing absentee ballots to be counted up until November 10th as long as they are postmarked by November 3rd. The Council will have to hold a special meeting on November 12 or 13 to canvass the results of the election or the Council could move the date of the regular meeting from November 9th to November 12th. MOTION 10R-20-20 WAS MADE BY DAVE SCHRUPP AND SECONDED BY JOHN ANDREWS TO MOVE THE REGULAR MEETING OF NOVEMBER 9, 2020 TO THURSDAY, NOVEMBER 12, 2020 AT 7:00 P.M. IN CITY HALL. MOTION CARRIED WITH ALL AYES.
7. MOTION 10R-21-20 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO APPROVE RESOLUTION NO. 20-25 REGARDING UNPAID SEWER CHARGES. MOTION CARRIED WITH ALL AYES.
8. Mike Lyonais provided costs to date for the City Hall/Police Department Project and the Fire Hall Remodel Project. To date the City Hall/Police Department Project has cost \$3,854,184.11. The Fire Hall Remodel costs to date are \$1,916,464.00. This was for information only and Mr. Lyonais stated that he will continue to include this information in the Council packets.
9. Mike Lyonais gave a brief update on Local Option Sales Tax. MOTION 10R-22-20 WAS MADE BY DAVE SCHRUPP AND SECONDED BY DAVE NEVIN TO DIRECT THE SALES TAX COMMITTEE TO RESUME MEETINGS TO DISCUSS THE LOCAL OPTION SALES TAX. MOTION CARRIED WITH ALL AYES.

G. COMMISSION REPORTS

1. PUBLIC SAFETY

- a. Police Chief Erik Lee reported that Police Officer Adam Lane has come completed his six-month probation period. Officer Lane has shown great skills as an officer and fits well with the police department and community. Chief Lee asked that Officer Lane be removed from probationary status. MOTION 10R-23-20 WAS MADE BY JOHN ANDREWS AND SECONDED BY DAVE SCHRUPP TO REMOVE ADAM LANE FROM PROBATIONARY STATUS AND PLACE HIM ON FULL-TIME STATUS AS OF HIS SIX-MONTH ANNIVERSARY DATE OF 9/9/20. MOTION CARRIED WITH ALL AYES.
- b. MOTION 10R-24-20 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY AARON HERZOG TO DECLARE THE 2014 FORD SEDAN, THE 2016 FORD SUV AND THE RADAR TRAILER AS SURPLUS EQUIPMENT AND TO APPROVE THE SALE OF THE EQUIPMENT. Chief Lee stated that he would like to use the proceeds from the trailer to purchase a trailer to carry equipment. MOTION CARRIED WITH ALL AYES.

- c. MOTION 10R-25-20 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO ACCEPT DONATION FROM ANONYMOUS COUPLE THAT PAID FOR THE EIGHT STEEL SILHOUETTE TARGETS MADE AT AMERICAN STEEL IN BRAINERD AT AN ESTIMATED VALUE OF \$1,280. MOTION CARRIED WITH ALL AYES.

Chief Lee thanked Aaron Herzog for keeping the expense of outfitting the EOC in the budget for CARES funds.

2. PARK, RECREATION, AND LIBRARY

- a. MOTION 10R-26-20 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO DECLARE THE FORMER REFRIGERATOR USED BY LUTHERAN SOCIAL SERVICES FOR SENIOR MEALS AS SURPLUS AND TO APPROVE THE SALE OF THE REFRIGERATOR. MOTION CARRIED WITH ALL AYES.
- b. MOTION 10R-27-20 WAS MADE BY JOHN ANDREWS AND SECONDED BY MARCIA SEIBERT-VOLZ TO ACCEPT CASH IN LIEU OF LAND IN THE AMOUNT OF \$3,000 FOR THE BOLTON SUBDIVISION. MOTION CARRIED WITH ALL AYES.
- c. MOTION 10R-28-20 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO APPROVE THE PURCHASE AND INSTALLATION OF A PLOW SYSTEM FOR THE 2021 PARK TRUCK FROM SHANNON'S AUTO BODY AT AN ESTIMATED COST OF \$7,544.80. MOTION CARRIED WITH ALL AYES.
- d. TJ Graumann reported that the Personnel Committee met earlier in the day to discuss staffing issues at the Community Center. Of the nine part-time employees that worked at the Community Center before the pandemic, only two have returned. Most employees did not want to clean the building for \$10 an hour. In order to attract and keep part-time help, the Personnel Committee recommended hiring a cleaning service to clean the building five times a week and to increase the part-time wages to \$12 per hour. MOTION 10R-29-20 WAS MADE BY DAVE SCHRUPP AND SECONDED BY AARON HERZOG TO INCREASE PART-TIME WAGES AT THE PARK TO \$12 PER HOUR AND TO HIRE CLEAN TEAM TO CLEAN THE COMMUNITY CENTER FIVE TIMES A WEEK FOR 2.5 HOURS A DAY AT AN ANNUAL COST OF \$22,575 EFFECTIVE IMMEDIATELY. MOTION CARRIED WITH ALL AYES.
- e. TJ Graumann presented a proposal from Widseth to create a South Bay Park Master Plan. The proposal includes programming, concept site plan, and exterior renderings at a cost not to exceed \$3,600. Dave Nevin suggested proceeding with just the conceptual design for now and taking it one step at a time. Mr. Graumann noted that the archaeological study would take place next year. MOTION 10R-30-20 WAS

MADE BY JOHN ANDREWS AND SECONDED BY MARCIA SEIBERT-VOLZ TO APPROVE THE PROPOSAL FROM WIDSETH FOR PROGRAMMING AND CONCEPT SITE PLAN FOR SOUTH BAY PARK MASTER PLAN AT A COST OF \$1,680. MOTION CARRIED WITH ALL AYES.

Dave Schrupp congratulated TJ Graumann and Jane Monson for the success of the first pickleball tournament.

3. PUBLIC WORKS/SEWER/CEMETERY

- a. MOTION 10R-31-20 WAS MADE BY AARON HERZOG AND SECONDED BY MARCIA SEIBERT-VOLZ TO APPROVE FINAL PAY REQUEST #4 FROM BORDEN EXCAVATING FOR PERKINS ROAD PROJECT IN THE AMOUNT OF \$67,612.54 WHICH INCLUDES RELEASE OF RETAINAGE. MOTION CARRIED WITH ALL AYES.
- b. MOTION 10R-32-20 WAS MADE BY JOHN ANDREWS AND SECONDED BY DAVE SCHRUPP TO AUTHORIZE THE INITIATION AND PRELIMINARY ASSESSMENT PROCESS FOR THE 2021 ROAD PROJECTS, TO AUTHORIZE WIDSETH TO PREPARE THE REQUIRED FEASIBILITY STUDIES AND TO ENGAGE THE SERVICES OF AN APPRAISAL COMPANY TO COMPLETE BENEFIT OPINIONS FOR THE PROPOSED IMPROVEMENTS FOR EACH ROADWAY TO BE ASSESSED. Marcia Seibert-Volz asked if the bidding would be done early in order to get the best pricing. Dave Reese replied that bids will go out in early spring. Dave Reese added that the sealcoating project is not assessable. Dave Nevin asked if the costs include engineering fees and Mr. Reese replied that they did. MOTION CARRIED WITH ALL AYES.
- c. MOTION 10R-33-20 WAS MADE BY DAVE SCHRUPP AND SECONDED BY MARCIA SEIBERT-VOLZ TO PAY ESTIMATE #4 FROM DECHANTAL EXCAVATING FOR THE WATER QUALITY PROJECT AT CSAH 66 AND MANHATTAN POINT BLVD IN THE AMOUNT OF \$10,000. Dave Nevin asked if there was a warranty on the trees that were planted there. Dave Reese replied that Dechantal guarantees the plantings for one year. Dave Schrupp asked about maintenance of the pond. Ted Strand replied that he was instructed on cleaning. MOTION CARRIED WITH ALL AYES.

H. PUBLIC FORUM – None.

- I. **CITY ATTORNEY REPORT** – MOTION 10R-34-20 WAS MADE BY MARCIA SEIBERT VOLZ AND SECONDED BY AARON HERZOG TO APPROVE RESOLUTION NO. 20-26 TO CERTIFY ROAD ASSESSMENT TO THE COUNTY FOR JOHN SITARZ AND RESOLUTION 20-27 TO CERTIFY ROAD ASSESSMENT TO THE COUNTY FOR MICHAEL AND ROSEMARY UMLAND. MOTION CARRIED WITH ALL AYES.

J. NEW BUSINESS – Marcia Seibert-Volz suggested that the Council set a date for the next budget meeting. MOTION 10R-35-20 WAS MADE BY JOHN ANDREWS AND SECONDED BY DAVE SCHRUPP TO SCHEDULE A BUDGET WORKSHOP ON THURSDAY, NOVEMBER 19, 2020 AT 2:00 IN CITY HALL. MOTION CARRIED WITH ALL AYES.

Marcia Seibert-Volz asked who was in charge of maintenance on City buildings and if it was listed in their job description. Ms. Volz noted that the maintenance of the old city hall was not done well and she wanted to make sure that the new building would be well maintained. Ted Strand replied that he is in charge of maintenance and that he takes exception to her remarks. Mr. Strand noted that there was never funding available to take care of maintenance.

K. OLD BUSINESS – None.

L. ADJOURN – MOTION 10R-36-20 WAS MADE BY AARON HERZOG AND SECONDED BY DAVE SCHRUPP TO ADJOURN THE MEETING AT 9:59 P.M. MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,

Charlene Nelson
City Clerk

C.3.

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Month-End Revenue

Current Period: OCTOBER 2020

SRC	SRC Descr	2020 Budget	OCTOBER 2020 Amt	2020 YTD Amt	2020 YTD Balance	2020 % of Budget
FUND 101 GENERAL FUND						
31000	General Property Taxes	\$3,465,861.00	\$0.00	\$1,983,971.22	\$1,481,889.78	57.24%
31055	Tax Incr 1-8 Crosswoods Dev	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31101	County Payment Joint Facility	\$111,725.00	\$0.00	\$111,858.90	-\$133.90	100.12%
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%
31310	2012 Series A Levy	\$123,275.00	\$0.00	\$70,656.10	\$52,618.90	57.32%
31800	Other Taxes	\$1,500.00	\$189.58	\$1,859.65	-\$359.65	123.98%
31900	Penalties and Interest DelTax	\$2,500.00	\$0.00	\$3,994.11	-\$1,494.11	159.76%
32110	Alcoholic Beverages	\$13,500.00	\$0.00	\$12,886.00	\$614.00	95.45%
32111	Club Liquor License	\$500.00	\$0.00	\$378.00	\$122.00	75.60%
32112	Beer and Wine License	\$100.00	\$0.00	\$128.25	-\$28.25	128.25%
32180	Other Licenses/Permits	\$200.00	\$0.00	\$100.00	\$100.00	50.00%
33400	State Grants and Aids	\$500.00	\$202,427.08	\$657,611.00	-\$657,111.00	131522.20%
33401	Local Government Aid	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33402	Homestead Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33403	Mobile Home Homestead Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33406	Taconite Homestead Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33416	Police Training Reimbursement	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
33417	Police State Aid	\$33,000.00	\$51,980.71	\$51,980.71	-\$18,980.71	157.52%
33418	Fire State Aid	\$38,000.00	\$41,752.50	\$42,252.50	-\$4,252.50	111.19%
33419	Fire Training Reimbursement	\$5,000.00	\$600.00	\$12,108.55	-\$7,108.55	242.17%
33420	Insurance Premium Reimburse	\$0.00	\$0.00	\$1,022.00	-\$1,022.00	0.00%
33422	PERA State Aid	\$2,979.00	\$0.00	\$0.00	\$2,979.00	0.00%
33423	Insurance Claim Reimbursement	\$0.00	\$0.00	\$7,473.24	-\$7,473.24	0.00%
33650	Recycling Grant	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34000	Charges for Services	\$500.00	\$6.25	\$118.10	\$381.90	23.62%
34010	Sale of Maps and Publications	\$100.00	\$0.00	\$10.00	\$90.00	10.00%
34050	Candidate Filing Fees	\$20.00	\$0.00	\$14.00	\$6.00	70.00%
34103	Zoning Permits	\$30,000.00	\$12,800.00	\$66,825.00	-\$36,825.00	222.75%
34104	Plat Check Fee/Subdivision Fee	\$1,500.00	\$0.00	\$975.00	\$525.00	65.00%
34105	Variances and CUPS/IUPS	\$9,000.00	\$2,000.00	\$9,750.00	-\$750.00	108.33%
34106	Sign Permits	\$500.00	\$0.00	\$150.00	\$350.00	30.00%
34107	Assessment Search Fees	\$800.00	\$720.00	\$4,070.00	-\$3,270.00	508.75%
34108	Zoning Misc/Penalties	\$0.00	\$900.00	\$1,000.00	-\$1,000.00	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	\$2,000.00	\$12,350.00	-\$7,350.00	247.00%
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	\$0.00	\$200.00	0.00%
34202	Fire Protection and Calls	\$30,000.00	\$0.00	\$32,131.31	-\$2,131.31	107.10%
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	\$55,742.00	\$0.00	\$46,466.67	\$9,275.33	83.36%
34211	Police Donations	\$0.00	\$4,888.55	\$4,888.55	-\$4,888.55	0.00%
34213	Police Receipts	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
34214	Tac Team Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34215	Pass Thru Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34300	E911 Signs	\$1,000.00	\$700.00	\$5,300.00	-\$4,300.00	530.00%
34700	Park & Rec Donation	\$300.00	\$1,030.00	\$8,912.38	-\$8,612.38	2970.79%

CITY OF CROSSLAKE

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Month-End Revenue

Current Period: OCTOBER 2020

SRC	SRC Descr	2020 Budget	OCTOBER 2020 Amt	2020 YTD Amt	2020 YTD Balance	2020 % of Budget
34701	Halloween Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34711	Taxable Merchandise/Rentals	\$200.00	\$10.00	\$234.00	-\$34.00	117.00%
34740	Park Concessions	\$500.00	\$0.00	\$17.00	\$483.00	3.40%
34741	Gen Gov t Concessions	\$100.00	\$20.50	\$210.88	-\$110.88	210.88%
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	\$0.00	\$1,367.00	\$2,633.00	34.18%
34751	Shelter/Beer/Wine Fees	\$300.00	\$0.00	\$30.00	\$270.00	10.00%
34760	Library Cards	\$500.00	\$18.00	\$169.00	\$331.00	33.80%
34761	Library Donations	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
34762	Library Copies	\$300.00	\$4.00	\$62.00	\$238.00	20.67%
34763	Library Events	\$5,000.00	\$0.00	\$19.00	\$4,981.00	0.38%
34764	Library Miscellaneous	\$50.00	\$0.00	\$12.00	\$38.00	24.00%
34765	Summer Reading Program	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
34766	Library Luncheon	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34767	New York Times Best Seller Pro	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34768	PAL Foundation - Library	\$250.00	\$0.00	\$806.00	-\$556.00	322.40%
34769	PAL Foundation - Park	\$3,000.00	\$699.00	\$31,674.52	-\$28,674.52	1055.82%
34770	Silver Sneakers	\$9,000.00	\$1,170.50	\$10,558.50	-\$1,558.50	117.32%
34790	Park Dedication Fees	\$4,500.00	\$8,500.00	\$14,500.00	-\$10,000.00	322.22%
34800	Tennis Fees	\$1,500.00	\$0.00	\$1,120.00	\$380.00	74.67%
34801	Recreational-Program	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
34802	Softball/Baseball Fees	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
34803	Recreation-Misc. Receipts	\$1,000.00	\$9.00	\$81.00	\$919.00	8.10%
34805	Aerobics Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34806	Weight Room Fees	\$30,000.00	\$1,478.00	\$12,833.05	\$17,166.95	42.78%
34807	Volleyball Fees	\$750.00	\$0.00	\$200.00	\$550.00	26.67%
34808	Silver and Fit	\$13,000.00	\$51.00	\$1,236.00	\$11,764.00	9.51%
34809	Soccer Fees	\$1,500.00	\$0.00	\$350.00	\$1,150.00	23.33%
34810	Pickle Ball	\$8,000.00	\$576.00	\$7,698.00	\$302.00	96.23%
34910	Transit Revenue	\$0.00	\$0.00	\$250.00	-\$250.00	0.00%
34940	Cemetery Lots	\$3,000.00	\$500.00	\$6,000.00	-\$3,000.00	200.00%
34941	Cemetery Openings	\$3,500.00	\$850.00	\$6,150.00	-\$2,650.00	175.71%
34942	Cemetery Other	\$450.00	\$0.00	\$300.00	\$150.00	66.67%
34950	Public Works Revenue	\$1,500.00	\$375.00	\$1,765.00	-\$265.00	117.67%
34952	County Joint Facility Payments	\$45,000.00	\$5,189.13	\$24,832.57	\$20,167.43	55.18%
34953	Recycling Revenues	\$50.00	\$26.50	\$153.40	-\$103.40	306.80%
35100	Court Fines	\$10,000.00	\$473.28	\$5,003.03	\$4,996.97	50.03%
35103	Library Fines	\$600.00	\$0.00	\$55.00	\$545.00	9.17%
35105	Restitution Receipts	\$1,000.00	\$0.00	\$100.00	\$900.00	10.00%
36200	Miscellaneous Revenues	\$5,000.00	\$1,033.35	\$5,488.79	-\$488.79	109.78%
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	\$2,998.78	\$85,616.65	-\$25,116.65	141.52%
36230	Contributions and Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36254	Sp Assess Prin-Bridges	\$6,909.00	\$0.00	\$3,305.83	\$3,603.17	47.85%
36255	Sp Assess Int-Bridges	\$1,063.00	\$0.00	\$407.26	\$655.74	38.31%
36256	Andys Parking Lot Principal	\$5,790.00	\$0.00	\$3,039.87	\$2,750.13	52.50%
36257	Andys Parking Lot Interest	\$913.00	\$0.00	\$311.57	\$601.43	34.13%
38050	Special Assessments	\$0.00	\$192,211.00	\$192,211.00	-\$192,211.00	0.00%
38051	Telephone True-Up	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
38052	Telephone Miscellaneous Rev	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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Month-End Revenue

Current Period: OCTOBER 2020

SRC	SRC Descr	2020 Budget	OCTOBER 2020 Amt	2020 YTD Amt	2020 YTD Balance	2020 % of Budget
39101	Sales of General Fixed Assets	\$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%
39230	Proceeds - 2006 Series B Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39300	Proceeds-Gen Long-term Debt	\$1,097,980.00	\$0.00	\$0.00	\$1,097,980.00	0.00%
39330	Proceeds from Capital Lease	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39400	Bond Premium	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39700	Capital Contrib from CU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 101 GENERAL FUND		\$5,278,307.00	\$538,187.71	\$3,574,409.16	\$1,703,897.84	67.72%
FUND 301 DEBT SERVICE FUND						
31000	General Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	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	\$0.00	\$0.00	0.00%
31304	2002 Series A 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%
31306	2003 Disposal System Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31307	2004 Series A Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31308	2006 Series B Levy	\$0.00	\$0.00	\$16.51	-\$16.51	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	\$0.00	\$0.00	\$3,382.30	-\$3,382.30	0.00%
31312	2017 GO Sewer Rev Imp Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31313	2018 ROADS-EST BOND LEVY	\$104,292.00	\$0.00	\$59,207.59	\$45,084.41	56.77%
31317	2019A City Hall/Police	\$270,483.00	\$0.00	\$148,999.90	\$121,483.10	55.09%
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 Asses Prin Ox Lake 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36106	Sp Asses Int Ox Lake 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36107	Sp Assess Prin Jason/Staley 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36108	Sp Assess Int Jason/Staley 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36109	Sp Assess Prin Lakeshore/Pk 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36110	Sp Assess Int Lakeshore/Pk 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36111	Sp Assess Prin Miller/Mary 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36112	Sp Assess Int Miller/Mary 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36113	Sp Assess Prin Sugar Loaf 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36114	Sp Assess Int Sugar Loaf 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36115	Sp Assess Prin Kimberly 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36116	Sp Assess Int Kimberly 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36117	Sp Assess Prin Shamrock 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36118	Sp Assess Int Shamrock 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36119	Sp Assess Prin Sleepy Val 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36120	Sp Assess Int Sleepy Val 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36121	Sp Assess Prin Tamarack 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36122	Sp Assess Int Tamarack 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36123	Sp Assess Prin Red Pine 99	\$0.00	\$0.00	\$779.60	-\$779.60	0.00%

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Month-End Revenue

Current Period: OCTOBER 2020

SRC	SRC Descr	2020 Budget	OCTOBER 2020 Amt	2020 YTD Amt	2020 YTD Balance	2020 % of Budget
36124	Sp Assess Int Red Pine 99	\$0.00	\$0.00	\$445.20	-\$445.20	0.00%
36125	Sp Assess Prin Cross Ave 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36126	Sp Assess Int Cross Ave 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36127	Sp Assess Prin Wilderness 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36128	Sp Assess Int Wilderness 99	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36129	Sp Assess Prin Kimberly/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36130	Sp Assess Int Kimberly/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36131	Sp Assess Prin Waterwood/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36132	Sp Assess Int Waterwood/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36133	Sp Assess Prin Shores Dr/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36134	Sp Assess Int Shores Dr/00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
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%

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Month-End Revenue

Current Period: OCTOBER 2020

SRC	SRC Descr	2020 Budget	OCTOBER 2020 Amt	2020 YTD Amt	2020 YTD Balance	2020 % of Budget
36177	Sp Assess Prin Wolf Tr/Ct/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36178	Sp Assess Int Wolf Tr/Ct/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
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%
36258	Special Assessments - P - Othe	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
38052	Telephone Miscellaneous Rev	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39230	Proceeds - 2006 Series B Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39300	Proceeds-Gen Long-term Debt	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39311	Proceeds-Wilderness GO Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39314	Proceeds-2001 Bond Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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Month-End Revenue

Current Period: OCTOBER 2020

SRC	SRC Descr	2020 Budget	OCTOBER 2020 Amt	2020 YTD Amt	2020 YTD Balance	2020 % of Budget
39315	Proceeds-2002 Bond Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39318	Proceeds--2004 ESC Refunding	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39319	Proceeds-2004 Impr Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39900	02 Series A	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 301	DEBT SERVICE FUND	\$374,775.00	\$0.00	\$212,831.10	\$161,943.90	56.79%
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	\$0.00	\$0.00	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	\$1,400,000.00	\$1,400,000.00	-\$1,400,000.00	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	\$0.00	\$0.00	0.00%
FUND 401	GENERAL CAPITAL PROJECTS	\$0.00	\$1,400,000.00	\$1,400,000.00	-\$1,400,000.00	0.00%
FUND 405	TAX INCREMENT FINANCE PROJECTS					
31000	General Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31050	Tax Increments LeRever	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31051	Tax Increments Daggett Brook	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31052	Tax Increments Reeds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31053	Tax Increments - Ace Hardware	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31054	Tax Increment - Crosswoods	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31055	Tax Incr 1-8 Crosswoods Dev	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31056	Tax Increment 1-9 C&J Develop	\$11,000.00	\$0.00	\$6,080.31	\$4,919.69	55.28%
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	\$6,080.31	\$4,919.69	55.28%
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					

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Month-End Revenue

Current Period: OCTOBER 2020

SRC	SRC Descr	2020 Budget	OCTOBER 2020 Amt	2020 YTD Amt	2020 YTD Balance	2020 % of Budget
31000	General Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36230	Contributions and Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39310	Proceeds-Gen Obligation Bond	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 420 LIBRARY PROJECT		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 432 SEWER PROJECT						
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39204	Transfer Frm Needs Assess Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39316	Proceeds-2003 Series A Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39317	Proceeds-2003 Series B Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 432 SEWER PROJECT		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 502 ECONOMIC DEVELOPMENT FUND						
31000	General Property Taxes	\$0.00	\$0.00	\$206.88	-\$206.88	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%
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	\$0.00	\$0.00	0.00%
34951	Rev Loan Principal Pymts	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36212	Restricted Interest Income	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36220	Lease Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39319	Proceeds-2004 Impr Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 502 ECONOMIC DEVELOPMENT FUND		\$0.00	\$0.00	\$206.88	-\$206.88	0.00%
FUND 503 EDA (REVOLVING LOAN)						
34951	Rev Loan Principal Pymts	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36211	Revolving Loan Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 503 EDA (REVOLVING LOAN)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 601 SEWER OPERATING FUND						
33423	Insurance Claim Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34410	Unallocated Reserves	\$0.00	-\$96.71	\$639.39	-\$639.39	0.00%
36104	Penalty & Interest	\$1,000.00	\$155.08	\$1,355.75	-\$355.75	135.58%
36200	Miscellaneous Revenues	\$1,000.00	\$373.50	\$1,618.90	-\$618.90	161.89%
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	\$280,000.00	\$24,395.08	\$250,540.27	\$29,459.73	89.48%
37250	Sewer Connection Payments	\$12,000.00	\$58,500.00	\$84,500.00	-\$72,500.00	704.17%
37500	Capital Contribution	\$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%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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Month-End Revenue

Current Period: OCTOBER 2020

SRC	SRC Descr	2020 Budget	OCTOBER 2020 Amt	2020 YTD Amt	2020 YTD Balance	2020 % of Budget
39204	Transfer Frm Needs Assess Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39310	Proceeds-Gen Obligation Bond	\$1,300,000.00	\$0.00	\$0.00	\$1,300,000.00	0.00%
FUND 601	SEWER OPERATING FUND	\$1,594,000.00	\$83,326.95	\$338,654.31	\$1,255,345.69	21.25%
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	\$126,649.58	\$94,350.42	57.31%
31312	2017 GO Sewer Rev Imp Bonds	\$121,228.00	\$0.00	\$69,124.96	\$52,103.04	57.02%
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	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 651	SEWER RESTRICTED SINKING FU	\$344,228.00	\$0.00	\$195,774.54	\$148,453.46	56.87%
		\$7,602,310.00	\$2,021,514.66	\$5,727,956.30	\$1,874,353.70	75.34%

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Month End Expenditures

Current Period: OCTOBER 2020

OBJ	OBJ Descr	2020 Budget	OCTOBER 2020 Amt	2020 YTD Amt	2020 YTD Balance	%YTD Budget
FUND 101 GENERAL FUND						
DEPT 41110 Council						
100	Wages and Salaries Dept Head	\$27,000.00	\$2,250.00	\$22,500.00	\$4,500.00	83.33%
122	FICA	\$2,066.00	\$172.15	\$1,721.50	\$344.50	83.33%
151	Workers Comp Insurance	\$120.00	\$0.00	\$75.00	\$45.00	62.50%
208	Instruction Fees	\$1,500.00	\$0.00	\$25.00	\$1,475.00	1.67%
321	Communications-Cellular	\$0.00	\$114.69	\$344.07	-\$344.07	0.00%
331	Travel Expenses	\$1,500.00	\$0.00	\$178.25	\$1,321.75	11.88%
340	Advertising	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
360	Insurance	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$150.00	\$0.00	\$643.37	-\$493.37	428.91%
433	Dues and Subscriptions	\$706.00	\$0.00	\$30.00	\$676.00	4.25%
DEPT 41110 Council		\$33,042.00	\$2,536.84	\$25,517.19	\$7,524.81	77.23%
DEPT 41400 Administration						
100	Wages and Salaries Dept Head	\$101,515.00	\$7,818.44	\$85,972.84	\$15,542.16	84.69%
101	Assistant	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
102	Consultant	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
105	Part-time	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
109	Secretary/Bookkeeper	\$75,173.00	\$5,813.42	\$63,901.62	\$11,271.38	85.01%
121	PERA	\$13,252.00	\$1,022.38	\$11,240.48	\$2,011.52	84.82%
122	FICA	\$13,517.00	\$911.89	\$10,095.68	\$3,421.32	74.69%
131	Employer Paid Health	\$42,188.00	\$3,516.00	\$35,160.00	\$7,028.00	83.34%
132	Employer Paid Disability	\$1,517.00	\$126.41	\$1,264.10	\$252.90	83.33%
133	Employer Paid Dental	\$2,064.00	\$172.00	\$1,720.00	\$344.00	83.33%
134	Employer Paid Life	\$134.00	\$10.40	\$104.00	\$30.00	77.61%
136	Deferred Compensation	\$1,300.00	\$100.00	\$1,100.00	\$200.00	84.62%
151	Workers Comp Insurance	\$1,670.00	\$0.00	\$1,058.00	\$612.00	63.35%
152	Health Savings Account Contrib	\$12,000.00	\$3,000.00	\$12,000.00	\$0.00	100.00%
200	Office Supplies	\$1,800.00	\$16.45	\$1,532.80	\$267.20	85.16%
208	Instruction Fees	\$2,000.00	\$0.00	\$299.00	\$1,701.00	14.95%
210	Operating Supplies	\$1,500.00	\$168.51	\$772.34	\$727.66	51.49%
220	Repair/Maint Supply - Equip	\$3,834.00	\$240.16	\$3,385.19	\$448.81	88.29%
301	Auditing and Acct g Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$4,000.00	\$178.68	\$2,191.69	\$1,808.31	54.79%
322	Postage	\$1,000.00	\$0.00	\$327.78	\$672.22	32.78%
331	Travel Expenses	\$1,500.00	\$0.00	\$178.25	\$1,321.75	11.88%
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	\$212.50	\$787.50	21.25%
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	\$1,013.15	-\$163.15	119.19%
443	Sales Tax	\$100.00	\$0.00	\$1.00	\$99.00	1.00%
500	Capital Outlay	\$10,559.00	\$0.00	\$6,820.01	\$3,738.99	64.59%
600	Principal	\$835.00	\$75.03	\$725.56	\$109.44	86.89%
610	Interest	\$29.00	\$7.47	\$36.44	-\$7.44	125.66%
DEPT 41400 Administration		\$294,637.00	\$23,177.24	\$241,112.43	\$53,524.57	81.83%
DEPT 41410 Elections						
107	Services	\$4,500.00	\$0.00	\$2,640.00	\$1,860.00	58.67%
122	FICA	\$344.00	\$0.00	\$121.65	\$222.35	35.36%
210	Operating Supplies	\$75.00	\$0.00	\$0.00	\$75.00	0.00%

OBJ	OBJ Descr	2020 Budget	OCTOBER 2020 Amt	2020 YTD Amt	2020 YTD Balance	%YTD Budget
351	Legal Notices Publishing	\$75.00	\$0.00	\$25.50	\$49.50	34.00%
413	Office Equipment Rental/Repair	\$75.00	\$0.00	\$0.00	\$75.00	0.00%
430	Miscellaneous	\$131.00	\$0.00	\$1,108.70	-\$977.70	846.34%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41410 Elections		\$5,200.00	\$0.00	\$3,895.85	\$1,304.15	74.92%
DEPT 41600 Audit/Legal Services						
301	Auditing and Acct g Services	\$32,000.00	\$0.00	\$29,800.75	\$2,199.25	93.13%
304	Legal Fees (Civil)	\$7,000.00	\$770.00	\$6,160.00	\$840.00	88.00%
307	Legal Fees (Labor)	\$10,000.00	\$215.00	\$365.50	\$9,634.50	3.66%
DEPT 41600 Audit/Legal Services		\$49,000.00	\$985.00	\$36,326.25	\$12,673.75	74.14%
DEPT 41910 Planning and Zoning						
100	Wages and Salaries Dept Head	\$60,488.00	\$4,670.76	\$51,348.36	\$9,139.64	84.89%
101	Assistant	\$60,230.00	\$4,210.80	\$46,047.79	\$14,182.21	76.45%
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	\$9,054.00	\$666.10	\$7,304.52	\$1,749.48	80.68%
122	FICA	\$9,235.00	\$583.96	\$6,469.46	\$2,765.54	70.05%
131	Employer Paid Health	\$42,188.00	\$3,516.00	\$35,250.26	\$6,937.74	83.56%
132	Employer Paid Disability	\$1,200.00	\$94.14	\$941.40	\$258.60	78.45%
133	Employer Paid Dental	\$2,064.00	\$86.00	\$860.00	\$1,204.00	41.67%
134	Employer Paid Life	\$134.00	\$10.40	\$104.00	\$30.00	77.61%
136	Deferred Compensation	\$650.00	\$0.00	\$0.00	\$650.00	0.00%
140	Unemployment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
151	Workers Comp Insurance	\$0.00	\$0.00	\$621.00	-\$621.00	0.00%
152	Health Savings Account Contrib	\$12,000.00	\$1,639.30	\$11,192.30	\$807.70	93.27%
200	Office Supplies	\$700.00	\$57.24	\$1,372.35	-\$672.35	196.05%
208	Instruction Fees	\$600.00	\$0.00	\$0.00	\$600.00	0.00%
210	Operating Supplies	\$1,500.00	\$168.51	\$682.45	\$817.55	45.50%
212	Motor Fuels	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
220	Repair/Maint Supply - Equip	\$3,934.00	\$240.17	\$1,795.28	\$2,138.72	45.63%
221	Repair/Maint Vehicles 306	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
262	Unif Tony/Jon	\$500.00	\$203.00	\$497.99	\$2.01	99.60%
264	Unif Bobby/Cheryl	\$500.00	\$0.00	\$385.96	\$114.04	77.19%
303	Engineering Fees	\$2,500.00	\$340.00	\$510.00	\$1,990.00	20.40%
304	Legal Fees (Civil)	\$5,000.00	\$0.00	\$52.50	\$4,947.50	1.05%
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	\$207.64	\$1,790.49	\$1,709.51	51.16%
321	Communications-Cellular	\$0.00	\$38.23	\$344.07	-\$344.07	0.00%
322	Postage	\$500.00	\$0.00	\$327.77	\$172.23	65.55%
331	Travel Expenses	\$5,500.00	\$108.85	\$951.09	\$4,548.91	17.29%
332	Travel Expense- P&Z Comm	\$1,500.00	\$805.00	\$2,205.00	-\$705.00	147.00%
340	Advertising	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
351	Legal Notices Publishing	\$2,000.00	\$250.75	\$1,627.77	\$372.23	81.39%
352	Filing Fees	\$1,500.00	\$0.00	\$506.00	\$994.00	33.73%
356	Mapping	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
360	Insurance	\$500.00	\$0.00	\$3,256.00	-\$2,756.00	651.20%
387	Septic Inspections	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
413	Office Equipment Rental/Repair	\$860.00	\$0.00	\$245.30	\$614.70	28.52%
430	Miscellaneous	\$500.00	\$0.00	\$13.40	\$486.60	2.68%
433	Dues and Subscriptions	\$0.00	\$0.00	\$1,040.00	-\$1,040.00	0.00%
441	Emergency Supplies	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

OBJ	OBJ Descr	2020 Budget	OCTOBER 2020 Amt	2020 YTD Amt	2020 YTD Balance	%YTD Budget
443	Sales Tax	\$0.00	\$3.00	\$6.00	-\$6.00	0.00%
452	Refund	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
470	Consultant Fees	\$0.00	\$0.00	\$1,000.00	-\$1,000.00	0.00%
500	Capital Outlay	\$10,559.00	\$0.00	\$6,238.10	\$4,320.90	59.08%
600	Principal	\$835.00	\$75.03	\$725.56	\$109.44	86.89%
610	Interest	\$29.00	\$7.47	\$36.44	-\$7.44	125.66%
DEPT 41910 Planning and Zoning		\$243,360.00	\$17,982.35	\$185,748.61	\$57,611.39	76.33%
DEPT 41940 General Government						
131	Employer Paid Health	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
133	Employer Paid Dental	\$125.00	\$0.00	-\$20.79	\$145.79	-16.63%
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	\$178.28	\$1,939.82	\$560.18	77.59%
220	Repair/Maint Supply - Equip	\$0.00	\$219.21	\$219.21	-\$219.21	0.00%
223	Bldg Repair Suppl/Maintenance	\$4,000.00	\$883.12	\$5,380.27	-\$1,380.27	134.51%
235	Signs	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
254	Concessions - Pop	\$300.00	\$25.83	\$137.25	\$162.75	45.75%
302	Architects Fees	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
303	Engineering Fees	\$750.00	\$0.00	\$0.00	\$750.00	0.00%
316	Security Monitoring	\$800.00	\$0.00	\$334.00	\$466.00	41.75%
320	Communications	\$0.00	\$85.38	\$463.48	-\$463.48	0.00%
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	\$108.38	\$469.64	-\$219.64	187.86%
354	Ordinance Codification	\$5,000.00	\$0.00	\$3,157.67	\$1,842.33	63.15%
360	Insurance	\$26,500.00	\$4,780.00	\$27,494.00	-\$994.00	103.75%
381	Electric Utilities	\$14,500.00	\$804.00	\$13,694.00	\$806.00	94.44%
383	Gas Utilities	\$4,500.00	\$32.72	\$1,815.97	\$2,684.03	40.35%
384	Refuse/Garbage Disposal	\$500.00	\$56.18	\$502.18	-\$2.18	100.44%
385	Sewer Utility	\$600.00	\$50.00	\$451.33	\$148.67	75.22%
389	Generator Expense	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
405	Cleaning Services	\$9,600.00	\$1,100.00	\$8,645.00	\$955.00	90.05%
430	Miscellaneous	\$2,500.00	\$19.89	\$2,013.04	\$486.96	80.52%
433	Dues and Subscriptions	\$3,500.00	\$0.00	\$5,290.88	-\$1,790.88	151.17%
437	Brainerd Lakes Area Dev Corp	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
438	Initiative Foundation	\$1,650.00	\$0.00	\$1,650.00	\$0.00	100.00%
439	Emergency Mgmt Expense	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
440	Telephone Co Reimb Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
441	Emergency Supplies	\$300.00	\$6,329.12	\$48,612.93	-\$48,312.93	16204.31%
442	Safety Prog/Equipment	\$10,500.00	\$200.00	\$200.00	\$10,300.00	1.90%
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	\$100.00	\$100.00	-\$100.00	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	\$5,000.00	\$0.00	\$3,750.00	\$1,250.00	75.00%
493	Pass Thru Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$50,000.00	\$0.00	\$0.00	\$50,000.00	0.00%
551	Capital Outlay-Building	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
552	Capital Outlay-Land	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$1,400,000.00	\$1,400,000.00	-\$1,400,000.00	0.00%

OBJ	OBJ Descr	2020 Budget	OCTOBER 2020 Amt	2020 YTD Amt	2020 YTD Balance	%YTD Budget
DEPT 41940	General Government	\$184,175.00	\$1,414,972.11	\$1,541,299.88	-\$1,357,124.88	836.87%
DEPT 42110	Police Administration					
100	Wages and Salaries Dept Head	\$87,727.00	\$6,730.54	\$74,035.94	\$13,691.06	84.39%
101	Assistant	\$68,731.00	\$5,273.20	\$57,887.91	\$10,843.09	84.22%
103	Tech 1	\$56,240.00	\$4,295.34	\$45,840.67	\$10,399.33	81.51%
108	Tech 3	\$16,500.00	\$0.00	\$3,375.82	\$13,124.18	20.46%
110	Tech 4	\$54,790.00	\$4,587.68	\$35,352.98	\$19,437.02	64.52%
112	Tech 5	\$63,965.00	\$4,686.34	\$52,018.33	\$11,946.67	81.32%
113	Tech 6	\$63,336.00	\$4,566.49	\$45,222.51	\$18,113.49	71.40%
121	PERA	\$72,798.00	\$5,334.70	\$55,137.80	\$17,660.20	75.74%
122	FICA	\$5,964.00	\$396.93	\$4,117.50	\$1,846.50	69.04%
131	Employer Paid Health	\$113,912.00	\$8,439.20	\$78,238.75	\$35,673.25	68.68%
132	Employer Paid Disability	\$3,236.00	\$272.62	\$2,525.91	\$710.09	78.06%
133	Employer Paid Dental	\$4,926.00	\$410.48	\$3,767.13	\$1,158.87	76.47%
134	Employer Paid Life	\$403.00	\$31.20	\$288.00	\$115.00	71.46%
136	Deferred Compensation	\$1,300.00	\$100.00	\$1,087.50	\$212.50	83.65%
140	Unemployment	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
151	Workers Comp Insurance	\$27,274.00	\$0.00	\$17,421.00	\$9,853.00	63.87%
152	Health Savings Account Contrib	\$21,000.00	\$7,500.00	\$30,000.00	-\$9,000.00	142.86%
200	Office Supplies	\$300.00	\$1.82	\$45.66	\$254.34	15.22%
208	Instruction Fees	\$5,000.00	\$0.00	\$1,332.24	\$3,667.76	26.64%
209	Physicals	\$0.00	\$0.00	\$425.00	-\$425.00	0.00%
210	Operating Supplies	\$1,800.00	\$340.84	\$3,699.13	-\$1,899.13	205.51%
212	Motor Fuels	\$18,000.00	\$20.18	\$9,703.87	\$8,296.13	53.91%
214	Auto Expense- Squad 301	\$500.00	\$0.00	\$284.79	\$215.21	56.96%
216	Auto Expense- Squad 305	\$1,200.00	\$0.00	\$160.00	\$1,040.00	13.33%
217	Auto Expense- Squad 303	\$1,000.00	\$456.08	\$1,523.37	-\$523.37	152.34%
218	Auto Expense- Squad 302	\$1,000.00	\$0.00	\$600.33	\$399.67	60.03%
219	Auto Expense- Squad 304	\$500.00	\$7,733.37	\$9,064.83	-\$8,564.83	1812.97%
220	Repair/Maint Supply - Equip	\$15,000.00	\$250.00	\$6,466.20	\$8,533.80	43.11%
221	Repair/Maint Vehicles 306	\$2,000.00	\$1,205.00	\$1,785.16	\$214.84	89.26%
223	Bldg Repair Suppl/Maintenance	\$0.00	\$0.00	\$35.58	-\$35.58	0.00%
258	Unif FIRE/Ted/Corey/Adam	\$675.00	\$0.00	\$2,219.11	-\$1,544.11	328.76%
259	Unif Erik/Joe	\$675.00	\$0.00	\$655.34	\$19.66	97.09%
260	Unif Eric/Josh/Nate	\$675.00	\$0.00	\$165.98	\$509.02	24.59%
261	Unif Jake/TJ/Seth	\$675.00	\$0.00	\$213.07	\$461.93	31.57%
262	Unif Tony/Jon	\$675.00	\$99.46	\$463.44	\$211.56	68.66%
264	Unif Bobby/Cheryl	\$675.00	\$0.00	\$774.62	-\$99.62	114.76%
265	Unif & P/T Expense	\$500.00	\$0.00	\$353.61	\$146.39	70.72%
281	Tactical Team	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
282	Restitution Expenditures	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
283	Forfeiture Expenditures	\$1,000.00	\$0.00	\$150.00	\$850.00	15.00%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$70.00	-\$70.00	0.00%
319	Donation Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$2,800.00	\$448.53	\$3,131.13	-\$331.13	111.83%
321	Communications-Cellular	\$5,400.00	\$412.16	\$3,708.51	\$1,691.49	68.68%
322	Postage	\$200.00	\$11.45	\$113.38	\$86.62	56.69%
331	Travel Expenses	\$2,500.00	\$0.00	\$66.61	\$2,433.39	2.66%
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	\$14,000.00	\$0.00	\$23,278.00	-\$9,278.00	166.27%
405	Cleaning Services	\$0.00	\$400.00	\$1,600.00	-\$1,600.00	0.00%
413	Office Equipment Rental/Repair	\$400.00	\$0.00	\$4,729.00	-\$4,329.00	1182.25%
430	Miscellaneous	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
433	Dues and Subscriptions	\$250.00	\$0.00	\$494.67	-\$244.67	197.87%

OBJ	OBJ Descr	2020 Budget	OCTOBER 2020 Amt	2020 YTD Amt	2020 YTD Balance	%YTD Budget
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	\$6,000.00	\$0.00	\$6,000.00	\$0.00	100.00%
500	Capital Outlay	\$32,600.00	\$4,888.55	\$32,764.88	-\$164.88	100.51%
550	Capital Outlay - Vehicles	\$115,000.00	\$2,491.32	\$87,481.24	\$27,518.76	76.07%
600	Principal	\$139.00	\$39.42	\$228.31	-\$89.31	164.25%
610	Interest	\$5.00	\$3.92	\$17.05	-\$12.05	341.00%
DEPT 42110 Police Administration		\$895,146.00	\$71,426.82	\$710,121.86	\$185,024.14	79.33%
DEPT 42280 Fire Administration						
100	Wages and Salaries Dept Head	\$14,400.00	\$1,200.00	\$12,000.00	\$2,400.00	83.33%
101	Assistant	\$6,000.00	\$300.00	\$2,800.00	\$3,200.00	46.67%
106	Training	\$2,100.00	\$150.00	\$1,425.00	\$675.00	67.86%
107	Services	\$76,000.00	\$8,837.00	\$67,734.50	\$8,265.50	89.12%
122	FICA	\$7,535.00	\$802.25	\$6,423.04	\$1,111.96	85.24%
151	Workers Comp Insurance	\$6,657.00	\$0.00	\$4,123.00	\$2,534.00	61.93%
200	Office Supplies	\$100.00	\$0.00	\$37.49	\$62.51	37.49%
208	Instruction Fees	\$8,500.00	\$600.00	\$17,133.00	-\$8,633.00	201.56%
209	Physicals	\$3,500.00	\$0.00	\$3,095.00	\$405.00	88.43%
210	Operating Supplies	\$3,000.00	\$838.18	\$3,965.82	-\$965.82	132.19%
212	Motor Fuels	\$500.00	\$0.00	\$506.29	-\$6.29	101.26%
213	Diesel Fuel	\$2,500.00	\$0.00	\$457.63	\$2,042.37	18.31%
220	Repair/Maint Supply - Equip	\$3,000.00	\$0.00	\$6,626.99	-\$3,626.99	220.90%
221	Repair/Maint Vehicles 306	\$9,000.00	\$3,988.29	\$7,477.46	\$1,522.54	83.08%
222	Tires	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$2,500.00	\$0.00	\$894.76	\$1,605.24	35.79%
233	FIRE PREVENTION	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
240	Small Tools and Minor Equip	\$1,500.00	\$0.00	\$911.37	\$588.63	60.76%
258	Unif FIRE/Ted/Corey/Adam	\$1,000.00	\$0.00	\$1,374.59	-\$374.59	137.46%
266	Turnout Gear	\$0.00	\$0.00	\$14,191.20	-\$14,191.20	0.00%
299	Mutual Aid Exp	\$0.00	\$23,495.18	\$23,495.18	-\$23,495.18	0.00%
316	Security Monitoring	\$0.00	\$0.00	\$172.00	-\$172.00	0.00%
319	Donation Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$2,500.00	\$170.66	\$767.15	\$1,732.85	30.69%
321	Communications-Cellular	\$0.00	\$279.37	\$3,024.87	-\$3,024.87	0.00%
322	Postage	\$25.00	\$0.00	\$1.30	\$23.70	5.20%
331	Travel Expenses	\$6,000.00	\$0.00	\$4,473.12	\$1,526.88	74.55%
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	\$5,174.00	\$1,826.00	73.91%
381	Electric Utilities	\$14,500.00	\$646.00	\$3,746.00	\$10,754.00	25.83%
383	Gas Utilities	\$5,100.00	\$44.90	\$34.06	\$5,065.94	0.67%
384	Refuse/Garbage Disposal	\$0.00	\$33.02	\$177.54	-\$177.54	0.00%
385	Sewer Utility	\$0.00	\$50.00	\$200.00	-\$200.00	0.00%
430	Miscellaneous	\$150.00	\$0.00	\$0.00	\$150.00	0.00%
433	Dues and Subscriptions	\$1,500.00	\$175.00	\$1,800.00	-\$300.00	120.00%
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	\$753.00	\$3,714.00	\$21,286.00	14.86%
492	FDRA State Aid	\$38,000.00	\$41,752.50	\$41,752.50	-\$3,752.50	109.88%
500	Capital Outlay	\$42,000.00	-\$1,070.00	\$32,105.49	\$9,894.51	76.44%
550	Capital Outlay - Vehicles	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
551	Capital Outlay-Building	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

OBJ	OBJ Descr	2020 Budget	OCTOBER 2020 Amt	2020 YTD Amt	2020 YTD Balance	%YTD Budget
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		\$293,667.00	\$83,045.35	\$271,814.35	\$21,852.65	92.56%
DEPT 42500 Ambulance Services						
223	Bldg Repair Suppl/Maintenance	\$1,800.00	\$260.00	\$551.13	\$1,248.87	30.62%
306	Ambulance Subsidy	\$13,200.00	\$1,100.00	\$9,900.00	\$3,300.00	75.00%
DEPT 42500 Ambulance Services		\$15,000.00	\$1,360.00	\$10,451.13	\$4,548.87	69.67%
DEPT 43000 Public Works (GENERAL)						
100	Wages and Salaries Dept Head	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
103	Tech 1	\$62,748.00	\$4,298.36	\$46,366.37	\$16,381.63	73.89%
104	Tech 2	\$62,748.00	\$3,767.60	\$43,851.18	\$18,896.82	69.88%
105	Part-time	\$0.00	\$0.00	\$667.92	-\$667.92	0.00%
108	Tech 3	\$61,027.00	\$3,891.32	\$47,348.47	\$13,678.53	77.59%
121	PERA	\$13,989.00	\$896.79	\$10,367.60	\$3,621.40	74.11%
122	FICA	\$14,269.00	\$773.33	\$9,130.81	\$5,138.19	63.99%
131	Employer Paid Health	\$63,282.00	\$5,274.00	\$52,611.88	\$10,670.12	83.14%
132	Employer Paid Disability	\$1,243.00	\$103.56	\$1,035.60	\$207.40	83.31%
133	Employer Paid Dental	\$3,096.00	\$258.00	\$2,585.77	\$510.23	83.52%
134	Employer Paid Life	\$202.00	\$15.60	\$156.65	\$45.35	77.55%
136	Deferred Compensation	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
140	Unemployment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
151	Workers Comp Insurance	\$21,978.00	\$0.00	\$14,255.00	\$7,723.00	64.86%
152	Health Savings Account Contrib	\$18,000.00	\$4,500.00	\$18,000.00	\$0.00	100.00%
200	Office Supplies	\$450.00	\$0.00	\$154.18	\$295.82	34.26%
208	Instruction Fees	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
210	Operating Supplies	\$1,200.00	\$172.08	\$851.36	\$348.64	70.95%
212	Motor Fuels	\$8,000.00	\$71.99	\$8,983.85	-\$983.85	112.30%
213	Diesel Fuel	\$15,000.00	\$0.00	\$6,171.12	\$8,828.88	41.14%
215	Shop Supplies	\$2,750.00	\$321.49	\$1,351.94	\$1,398.06	49.16%
220	Repair/Maint Supply - Equip	\$18,000.00	\$2,198.03	\$21,524.51	-\$3,524.51	119.58%
221	Repair/Maint Vehicles 306	\$15,000.00	\$0.00	\$9,899.69	\$5,100.31	66.00%
222	Tires	\$1,500.00	\$0.00	\$4,855.01	-\$3,355.01	323.67%
223	Bldg Repair Suppl/Maintenance	\$4,500.00	\$61.87	\$1,774.57	\$2,725.43	39.43%
224	Street Maint Materials	\$30,000.00	\$4,534.59	\$26,774.19	\$3,225.81	89.25%
225	New Roads Materials	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
226	Bridge Materials	\$25,000.00	\$0.00	\$0.00	\$25,000.00	0.00%
228	Street Lighting	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
232	Striping	\$16,000.00	\$0.00	\$12,858.00	\$3,142.00	80.36%
235	Signs	\$3,000.00	\$2,162.79	\$2,732.07	\$267.93	91.07%
240	Small Tools and Minor Equip	\$2,500.00	\$408.93	\$4,825.89	-\$2,325.89	193.04%
254	Concessions - Pop	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
259	Unif Erik/Joe	\$500.00	\$0.00	\$259.99	\$240.01	52.00%
260	Unif Eric/Josh/Nate	\$500.00	\$0.00	\$500.00	\$0.00	100.00%
261	Unif Jake/TJ/Seth	\$500.00	\$0.00	\$179.95	\$320.05	35.99%
303	Engineering Fees	\$25,000.00	\$3,971.10	\$10,908.60	\$14,091.40	43.63%
304	Legal Fees (Civil)	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
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	\$113.62	\$1,023.60	\$576.40	63.98%
322	Postage	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
331	Travel Expenses	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
340	Advertising	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
351	Legal Notices Publishing	\$100.00	\$0.00	\$0.00	\$100.00	0.00%

OBJ	OBJ Descr	2020 Budget	OCTOBER 2020 Amt	2020 YTD Amt	2020 YTD Balance	%YTD Budget
360	Insurance	\$27,000.00	\$0.00	\$11,990.00	\$15,010.00	44.41%
381	Electric Utilities	\$14,000.00	\$524.03	\$6,603.80	\$7,396.20	47.17%
383	Gas Utilities	\$6,000.00	\$15.04	\$2,151.49	\$3,848.51	35.86%
384	Refuse/Garbage Disposal	\$1,000.00	\$70.87	\$686.95	\$313.05	68.70%
385	Sewer Utility	\$400.00	\$23.50	\$282.00	\$118.00	70.50%
405	Cleaning Services	\$3,700.00	\$470.00	\$3,995.00	-\$295.00	107.97%
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	\$0.00	\$955.03	\$44.97	95.50%
433	Dues and Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
442	Safety Prog/Equipment	\$1,000.00	\$17.99	\$834.49	\$165.51	83.45%
443	Sales Tax	\$100.00	\$17.50	\$78.50	\$21.50	78.50%
450	Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
454	Joint Facility County Expense	\$45,000.00	\$1,300.49	\$23,680.29	\$21,319.71	52.62%
500	Capital Outlay	\$366,000.00	\$14,269.30	\$593,130.94	-\$227,130.94	162.06%
550	Capital Outlay - Vehicles	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
551	Capital Outlay-Building	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
552	Capital Outlay-Land	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
553	Capital Outlay - Other	\$0.00	\$74,353.82	\$603,878.97	-\$603,878.97	0.00%
581	Capital Outlay -Seal Coat	\$76,000.00	\$0.00	\$74,440.00	\$1,560.00	97.95%
582	Capital Outlay - Crackfill	\$59,000.00	\$0.00	\$0.00	\$59,000.00	0.00%
583	Capital Outlay - Overlays	\$341,000.00	\$0.00	\$0.00	\$341,000.00	0.00%
584	Capital Outlay - Road Const	\$924,280.00	\$0.00	\$0.00	\$924,280.00	0.00%
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000 Public Works (GENERAL)		\$2,365,712.00	\$128,906.94	\$1,684,910.63	\$680,801.37	71.22%
DEPT 43100 Cemetery						
210	Operating Supplies	\$940.00	\$99.99	\$248.41	\$691.59	26.43%
220	Repair/Maint Supply - Equip	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
360	Insurance	\$60.00	\$0.00	\$72.00	-\$12.00	120.00%
381	Electric Utilities	\$350.00	\$0.46	\$5.34	\$344.66	1.53%
430	Miscellaneous	\$400.00	\$0.00	\$1,439.25	-\$1,039.25	359.81%
452	Refund	\$0.00	\$75.00	\$75.00	-\$75.00	0.00%
500	Capital Outlay	\$5,000.00	\$0.00	\$0.00	\$5,000.00	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		\$7,000.00	\$175.45	\$1,840.00	\$5,160.00	26.29%
DEPT 45100 Park and Recreation (GENERAL)						
100	Wages and Salaries Dept Head	\$63,904.00	\$4,932.80	\$54,230.80	\$9,673.20	84.86%
101	Assistant	\$28,461.00	-\$8,867.07	\$29,361.93	-\$900.93	103.17%
103	Tech 1	\$32,698.00	\$2,545.20	\$27,963.75	\$4,734.25	85.52%
104	Tech 2	\$23,512.00	\$0.00	\$0.00	\$23,512.00	0.00%
105	Part-time	\$27,040.00	\$1,380.00	\$18,617.50	\$8,422.50	68.85%
108	Tech 3	\$35,734.00	\$2,862.00	\$30,596.44	\$5,137.56	85.62%
121	PERA	\$15,851.00	\$183.08	\$11,243.73	\$4,607.27	70.93%
122	FICA	\$16,168.00	\$186.61	\$11,555.32	\$4,612.68	71.47%
131	Employer Paid Health	\$105,470.00	\$2,461.60	\$24,480.42	\$80,989.58	23.21%
132	Employer Paid Disability	\$1,749.00	\$127.45	\$1,274.50	\$474.50	72.87%
133	Employer Paid Dental	\$4,747.00	\$86.00	\$3,163.33	\$1,583.67	66.64%
134	Employer Paid Life	\$309.00	\$20.80	\$207.35	\$101.65	67.10%
136	Deferred Compensation	\$1,040.00	\$50.00	\$550.00	\$490.00	52.88%
140	Unemployment	\$5,000.00	\$0.00	\$128.92	\$4,871.08	2.58%

OBJ	OBJ Descr	2020 Budget	OCTOBER 2020 Amt	2020 YTD Amt	2020 YTD Balance	%YTD Budget
151	Workers Comp Insurance	\$9,813.00	\$0.00	\$7,452.00	\$2,361.00	75.94%
152	Health Savings Account Contrib	\$30,000.00	\$2,250.00	\$9,000.00	\$21,000.00	30.00%
200	Office Supplies	\$200.00	\$110.89	\$189.42	\$10.58	94.71%
208	Instruction Fees	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
210	Operating Supplies	\$3,200.00	\$698.15	\$2,618.98	\$581.02	81.84%
212	Motor Fuels	\$2,000.00	\$73.92	\$2,225.51	-\$225.51	111.28%
213	Diesel Fuel	\$1,000.00	\$0.00	\$1,341.56	-\$341.56	134.16%
220	Repair/Maint Supply - Equip	\$3,000.00	\$717.06	\$6,853.53	-\$3,853.53	228.45%
221	Repair/Maint Vehicles 306	\$2,000.00	\$142.59	\$1,352.95	\$647.05	67.65%
223	Bldg Repair Suppl/Maintenance	\$15,000.00	\$1,052.71	\$16,511.89	-\$1,511.89	110.08%
231	Chemicals	\$5,000.00	\$1,709.69	\$3,227.19	\$1,772.81	64.54%
235	Signs	\$400.00	\$0.00	\$406.00	-\$6.00	101.50%
240	Small Tools and Minor Equip	\$0.00	\$0.00	\$70.07	-\$70.07	0.00%
254	Concessions - Pop	\$300.00	\$0.00	\$14.00	\$286.00	4.67%
255	Concessions - Food	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
258	Unif FIRE/Ted/Corey/Adam	\$500.00	\$259.98	\$480.80	\$19.20	96.16%
260	Unif Eric/Josh/Nate	\$0.00	\$0.00	\$396.91	-\$396.91	0.00%
261	Unif Jake/TJ/Seth	\$500.00	\$217.37	\$437.28	\$62.72	87.46%
264	Unif Bobby/Cheryl	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
303	Engineering Fees	\$4,400.00	\$0.00	\$382.50	\$4,017.50	8.69%
304	Legal Fees (Civil)	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
308	Instructors Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
309	Tennis	\$1,600.00	\$0.00	\$249.71	\$1,350.29	15.61%
310	Program Supplies	\$1,000.00	\$18.45	\$608.39	\$391.61	60.84%
311	Softball/Baseball	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
312	Aerobic Instruction	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
315	Warm House/Garage Exp	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
316	Security Monitoring	\$1,200.00	\$228.00	\$597.88	\$602.12	49.82%
317	Soccer/Skating	\$1,500.00	\$0.00	\$29.99	\$1,470.01	2.00%
318	Garage (North)	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
319	Donation Expenditures	\$0.00	\$4,994.21	\$7,522.01	-\$7,522.01	0.00%
320	Communications	\$3,500.00	\$432.49	\$3,786.66	-\$286.66	108.19%
322	Postage	\$150.00	\$0.00	\$33.00	\$117.00	22.00%
323	Garage (East)	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
324	Disc Golf Expenses	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
331	Travel Expenses	\$1,000.00	\$235.80	\$482.79	\$517.21	48.28%
335	Background Checks	\$150.00	\$15.00	\$90.00	\$60.00	60.00%
340	Advertising	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
351	Legal Notices Publishing	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
360	Insurance	\$15,000.00	\$0.00	\$13,703.00	\$1,297.00	91.35%
381	Electric Utilities	\$13,000.00	\$935.20	\$9,727.44	\$3,272.56	74.83%
383	Gas Utilities	\$6,500.00	\$164.41	\$4,471.28	\$2,028.72	68.79%
384	Refuse/Garbage Disposal	\$800.00	\$79.24	\$718.92	\$81.08	89.87%
403	Improvements Other Than Bldgs	\$3,800.00	\$293.46	\$4,778.12	-\$978.12	125.74%
413	Office Equipment Rental/Repair	\$700.00	\$35.00	\$287.83	\$412.17	41.12%
415	Equipment Rental	\$500.00	\$412.50	\$728.00	-\$228.00	145.60%
430	Miscellaneous	\$800.00	\$12.00	\$2,163.45	-\$1,363.45	270.43%
433	Dues and Subscriptions	\$500.00	\$0.00	\$536.33	-\$36.33	107.27%
442	Safety Prog/Equipment	\$1,500.00	\$19.98	\$249.93	\$1,250.07	16.66%
443	Sales Tax	\$1,600.00	\$90.50	\$1,453.50	\$146.50	90.84%
445	Sr Meals Expense	\$400.00	\$0.00	\$30.97	\$369.03	7.74%
448	Weight Room Ins Reimbur	\$150.00	\$7.50	\$82.50	\$67.50	55.00%
450	Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
452	Refund	\$150.00	\$0.00	\$266.84	-\$116.84	177.89%
453	80 Acre Development Expense	\$1,000.00	\$0.00	\$25.00	\$975.00	2.50%

OBJ	OBJ Descr	2020 Budget	OCTOBER 2020 Amt	2020 YTD Amt	2020 YTD Balance	%YTD Budget
457	Weight Room Expenses	\$2,000.00	\$0.00	\$860.54	\$1,139.46	43.03%
459	PAL Foundation Expenditures	\$3,000.00	\$0.00	\$33,939.62	-\$30,939.62	1131.32%
461	Silver Sneakers	\$6,500.00	\$540.00	\$5,076.00	\$1,424.00	78.09%
481	Park Master Plan	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$139,500.00	\$1,176.21	\$171,638.01	-\$32,138.01	123.04%
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	\$65.49	\$649.98	-\$129.98	125.00%
610	Interest	\$0.00	\$5.26	\$57.52	-\$57.52	0.00%
DEPT 45100 Park and Recreation (GENERA		\$660,116.00	\$22,961.53	\$531,179.79	\$128,936.21	80.47%
DEPT 45500 Library						
101	Assistant	\$18,924.00	\$12,692.97	\$12,692.97	\$6,231.03	67.07%
121	PERA	\$1,419.00	\$946.26	\$946.26	\$472.74	66.68%
122	FICA	\$1,448.00	\$911.89	\$911.89	\$536.11	62.98%
131	Employer Paid Health	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
132	Employer Paid Disability	\$140.00	\$0.00	\$0.00	\$140.00	0.00%
133	Employer Paid Dental	\$413.00	\$258.00	\$258.00	\$155.00	62.47%
134	Employer Paid Life	\$27.00	\$0.00	\$0.00	\$27.00	0.00%
135	Employer Paid Other	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
136	Deferred Compensation	\$260.00	\$0.00	\$0.00	\$260.00	0.00%
140	Unemployment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
151	Workers Comp Insurance	\$350.00	\$0.00	\$1,461.00	-\$1,111.00	417.43%
152	Health Savings Account Contrib	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
201	Library Operating Supplies	\$2,000.00	\$64.88	\$830.08	\$1,169.92	41.50%
202	Library Subscriptions	\$500.00	\$0.00	\$286.63	\$213.37	57.33%
203	Library Books	\$5,000.00	\$409.27	\$3,766.78	\$1,233.22	75.34%
204	Children s Program Expense	\$150.00	\$0.00	\$0.00	\$150.00	0.00%
205	Library Luncheon Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
206	Book Sale Expenses	\$0.00	\$0.00	\$137.70	-\$137.70	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	\$61.52	\$572.91	\$427.09	57.29%
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	\$12.80	\$603.94	-\$103.94	120.79%
430	Miscellaneous	\$1,000.00	\$0.00	\$612.64	\$387.36	61.26%
433	Dues and Subscriptions	\$0.00	\$0.00	\$1,595.26	-\$1,595.26	0.00%
443	Sales Tax	\$100.00	\$1.00	\$6.00	\$94.00	6.00%
452	Refund	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
459	PAL Foundation Expenditures	\$250.00	\$0.00	\$357.00	-\$107.00	142.80%
500	Capital Outlay	\$3,438.00	\$0.00	\$2,938.00	\$500.00	85.46%
600	Principal	\$520.00	\$42.81	\$424.90	\$95.10	81.71%
610	Interest	\$0.00	\$3.44	\$37.60	-\$37.60	0.00%
DEPT 45500 Library		\$37,539.00	\$15,404.84	\$28,440.06	\$9,098.94	75.76%
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%

OBJ	OBJ Descr	2020 Budget	OCTOBER 2020 Amt	2020 YTD Amt	2020 YTD Balance	%YTD Budget
DEPT 47014 2012 Series A						
600	Principal	\$195,000.00	\$0.00	\$195,000.00	\$0.00	100.00%
610	Interest	\$15,804.00	\$0.00	\$15,802.50	\$1.50	99.99%
620	Fiscal Agent s Fees	\$300.00	\$0.00	\$252.00	\$48.00	84.00%
DEPT 47014 2012 Series A		\$211,104.00	\$0.00	\$211,054.50	\$49.50	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%
DEPT 48000 Recycling						
384	Refuse/Garbage Disposal	\$0.00	\$0.00	\$384.88	-\$384.88	0.00%
388	Recycling Expenses	\$500.00	\$0.00	\$100.00	\$400.00	20.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 48000 Recycling		\$500.00	\$0.00	\$484.88	\$15.12	96.98%
FUND 101 GENERAL FUND		\$5,295,198.00	\$1,782,934.47	\$5,484,197.41	-\$188,999.41	103.57%
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	\$69,865.00	\$0.00	\$69,865.14	-\$0.14	100.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$495.00	-\$495.00	0.00%
DEPT 47000 Emer Svcs Ctr Refunding 200		\$69,865.00	\$0.00	\$70,360.14	-\$495.14	100.71%
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%

OBJ	OBJ Descr	2020 Budget	OCTOBER 2020 Amt	2020 YTD Amt	2020 YTD Balance	%YTD Budget
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47006 2002 Series A Improvement B		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47007 2003 Series A Disposal						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47007 2003 Series A Disposal		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47008 2003 Series B Sewer						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47008 2003 Series B Sewer		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47009 2003 Joint Facility						
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47009 2003 Joint Facility		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47010 2004 Series A						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47010 2004 Series A		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47011 2006 Series B Improvement Bond						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
616	Bond Discount	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47011 2006 Series B Improvement B		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47012 2006 Series C Equipment Cert						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47012 2006 Series C Equipment Cert		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47013 Bond Disclosure						
440	Telephone Co Reimb Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
621	Continung Disclosure Expene	\$2,500.00	\$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	\$75,000.00	\$0.00	\$75,000.00	\$0.00	100.00%
610	Interest	\$20,356.00	\$0.00	\$20,356.25	-\$0.25	100.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$495.00	-\$495.00	0.00%
DEPT 47014 2012 Series A		\$95,356.00	\$0.00	\$95,851.25	-\$495.25	100.52%
DEPT 47015 47015 Series 2015B						
600	Principal	\$145,000.00	\$0.00	\$0.00	\$145,000.00	0.00%
610	Interest	\$2,900.00	\$0.00	\$1,450.00	\$1,450.00	50.00%
620	Fiscal Agent s Fees	\$300.00	\$0.00	\$1,000.00	-\$700.00	333.33%
DEPT 47015 47015 Series 2015B		\$148,200.00	\$0.00	\$2,450.00	\$145,750.00	1.65%

OBJ	OBJ Descr	2020 Budget	OCTOBER 2020 Amt	2020 YTD Amt	2020 YTD Balance	%YTD Budget
FUND 301 DEBT SERVICE FUND		\$315,921.00	\$0.00	\$168,661.39	\$147,259.61	53.39%
FUND 401 GENERAL CAPITAL PROJECTS						
DEPT 42280 Fire Administration						
551 Capital Outlay-Building		\$1,400,000.00	\$43,370.27	\$147,293.52	\$1,252,706.48	10.52%
DEPT 42280 Fire Administration		\$1,400,000.00	\$43,370.27	\$147,293.52	\$1,252,706.48	10.52%
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		\$2,000,000.00	\$38,912.91	\$2,207,076.48	-\$207,076.48	110.35%
615 Issuance Costs (Other Financin		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
616 Bond Discount		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47012 2006 Series C Equipment Cert		\$2,000,000.00	\$38,912.91	\$2,207,076.48	-\$207,076.48	110.35%
DEPT 49300 Other Financing Uses						
720 Operating Transfers		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 49300 Other Financing Uses		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 401 GENERAL CAPITAL PROJECTS		\$3,400,000.00	\$82,283.18	\$2,354,370.00	\$1,045,630.00	69.25%
FUND 405 TAX INCREMENT FINANCE PROJECTS						
DEPT 46000 Tax Increment Financing						
351 Legal Notices Publishing		\$650.00	\$0.00	\$110.50	\$539.50	17.00%
640 Tax Increment 1		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
641 Tax Increment 2		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
642 Tax Increment 3		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
643 Tax Increment 6		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
644 Tax Increment 7 - Stone #1		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
645 Tax Increment 8 - Crosswoods		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
646 TaxIncrement 9-C&J Dev		\$10,200.00	\$0.00	\$5,472.28	\$4,727.72	53.65%
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	\$5,682.78	\$5,817.22	49.42%
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	\$5,682.78	\$5,817.22	49.42%
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%

OBJ	OBJ Descr	2020 Budget	OCTOBER 2020 Amt	2020 YTD Amt	2020 YTD Balance	%YTD Budget
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000 Public Works (GENERAL)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 412 DUCK LANE		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 413 FAWN LAKE ROAD						
DEPT 43000 Public Works (GENERAL)						
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000 Public Works (GENERAL)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 413 FAWN LAKE ROAD		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 414 SUNRISE ISLAND BRIDGE PROJECT						
DEPT 43000 Public Works (GENERAL)						
226	Bridge Materials	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000 Public Works (GENERAL)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 414 SUNRISE ISLAND BRIDGE PROJECT		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 415 AMBULANCE PROJECT						
DEPT 43000 Public Works (GENERAL)						
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$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						

OBJ	OBJ Descr	2020 Budget	OCTOBER 2020 Amt	2020 YTD Amt	2020 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 432	SEWER PROJECT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 463	BRITA LN/PINE VIEW LN					
DEPT 43000	Public Works (GENERAL)					
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000	Public Works (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 463	BRITA LN/PINE VIEW LN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 502	ECONOMIC DEVELOPMENT FUND					
DEPT 41940	General Government					
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41940	General Government	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 46500	Economic Develop mt (GENERAL)					
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
351	Legal Notices Publishing	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$475.00	\$2,375.00	-\$2,375.00	0.00%
493	Pass Thru Donations	\$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%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 46500	Economic Develop mt (GENER	\$0.00	\$475.00	\$2,375.00	-\$2,375.00	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	\$18,570.00	\$0.00	\$5,000.00	\$13,570.00	26.93%
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	\$18,570.00	\$0.00	\$5,000.00	\$13,570.00	26.93%
FUND 502	ECONOMIC DEVELOPMENT FUND	\$18,570.00	\$475.00	\$7,375.00	\$11,195.00	39.71%
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	\$85,220.00	\$6,489.86	\$71,430.22	\$13,789.78	83.82%
101	Assistant	\$36,219.00	\$0.00	\$0.00	\$36,219.00	0.00%

OBJ	OBJ Descr	2020 Budget	OCTOBER 2020 Amt	2020 YTD Amt	2020 YTD Balance	%YTD Budget
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	\$9,108.00	\$486.74	\$5,352.94	\$3,755.06	58.77%
122	FICA	\$9,290.00	\$446.32	\$4,939.18	\$4,350.82	53.17%
131	Employer Paid Health	\$31,641.00	\$1,758.00	\$17,580.00	\$14,061.00	55.56%
132	Employer Paid Disability	\$1,110.00	\$61.66	\$616.60	\$493.40	55.55%
133	Employer Paid Dental	\$1,651.00	\$86.00	\$860.00	\$791.00	52.09%
134	Employer Paid Life	\$101.00	\$5.20	\$52.00	\$49.00	51.49%
136	Deferred Compensation	\$975.00	\$50.00	\$550.00	\$425.00	56.41%
151	Workers Comp Insurance	\$5,085.00	\$0.00	\$4,678.00	\$407.00	92.00%
152	Health Savings Account Contrib	\$12,000.00	\$1,500.00	\$6,000.00	\$6,000.00	50.00%
200	Office Supplies	\$250.00	\$83.03	\$326.01	-\$76.01	130.40%
208	Instruction Fees	\$2,500.00	\$0.00	\$1,085.00	\$1,415.00	43.40%
210	Operating Supplies	\$3,500.00	\$94.93	\$435.44	\$3,064.56	12.44%
212	Motor Fuels	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
213	Diesel Fuel	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
220	Repair/Maint Supply - Equip	\$10,000.00	\$166.67	\$23,721.51	-\$13,721.51	237.22%
221	Repair/Maint Vehicles 306	\$1,500.00	\$0.00	\$18.54	\$1,481.46	1.24%
222	Tires	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$4,000.00	\$719.00	\$3,585.59	\$414.41	89.64%
229	Oper/Maint - Lift Station	\$12,000.00	\$273.63	\$4,688.05	\$7,311.95	39.07%
230	Repair/Maint - Collection Syst	\$7,000.00	\$741.88	\$941.88	\$6,058.12	13.46%
231	Chemicals	\$18,000.00	\$1,369.66	\$8,275.60	\$9,724.40	45.98%
258	Unif FIRE/Ted/Corey/Adam	\$1,000.00	\$0.00	\$341.95	\$658.05	34.20%
303	Engineering Fees	\$1,000.00	\$0.00	\$1,347.00	-\$347.00	134.70%
304	Legal Fees (Civil)	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
320	Communications	\$4,556.00	\$163.65	\$1,467.50	\$3,088.50	32.21%
321	Communications-Cellular	\$1,600.00	\$89.86	\$808.20	\$791.80	50.51%
322	Postage	\$800.00	\$0.00	\$652.55	\$147.45	81.57%
331	Travel Expenses	\$2,500.00	\$0.00	\$868.78	\$1,631.22	34.75%
340	Advertising	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
351	Legal Notices Publishing	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
360	Insurance	\$8,000.00	\$0.00	\$12,163.00	-\$4,163.00	152.04%
381	Electric Utilities	\$27,000.00	\$3,276.78	\$29,882.33	-\$2,882.33	110.68%
383	Gas Utilities	\$3,000.00	\$0.00	\$1,433.63	\$1,566.37	47.79%
384	Refuse/Garbage Disposal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
406	Lab Testing	\$15,000.00	\$828.00	\$6,113.29	\$8,886.71	40.76%
407	Sludge Disposal	\$20,000.00	\$0.00	\$17,400.00	\$2,600.00	87.00%
420	Depreciation Expense	\$225,000.00	\$0.00	\$0.00	\$225,000.00	0.00%
430	Miscellaneous	\$100.00	\$0.00	\$28.54	\$71.46	28.54%
433	Dues and Subscriptions	\$300.00	\$0.00	\$1,225.08	-\$925.08	408.36%
442	Safety Prog/Equipment	\$1,500.00	\$0.00	\$144.33	\$1,355.67	9.62%
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	\$0.00	\$100.00	0.00%
500	Capital Outlay	\$1,666,100.00	\$0.00	\$9,867.00	\$1,656,233.00	0.59%
553	Capital Outlay - Other	\$0.00	\$0.00	\$26,767.00	-\$26,767.00	0.00%
554	Capital Outlay - Ox Ditch Bldg	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
555	Capital Outlay - Sewer Biosol	\$0.00	\$3,755.00	\$5,220.00	-\$5,220.00	0.00%
556	Capital Outlay - Sewer Exten	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43200 Sewer		\$2,234,856.00	\$22,445.87	\$272,456.74	\$1,962,399.26	12.19%
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%

OBJ	OBJ Descr	2020 Budget	OCTOBER 2020 Amt	2020 YTD Amt	2020 YTD Balance	%YTD Budget
FUND 601 SEWER OPERATING FUND		\$2,234,856.00	\$22,445.87	\$272,456.74	\$1,962,399.26	12.19%
FUND 614 TELEPHONE AND CABLE FUND						
DEPT 49000 Miscellaneous (GENERAL)						
301	Auditing and Acct g Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
630	Loss on Bond Defeasance	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 49000 Miscellaneous (GENERAL)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 614 TELEPHONE AND CABLE FUND		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 651 SEWER RESTRICTED SINKING FUND						
DEPT 43200 Sewer						
220	Repair/Maint Supply - Equip	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43200 Sewer		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47007 2003 Series A Disposal						
600	Principal	\$190,000.00	\$0.00	\$190,000.00	\$0.00	100.00%
610	Interest	\$20,305.00	\$0.00	\$20,305.00	\$0.00	100.00%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$750.00	\$0.00	\$243.00	\$507.00	32.40%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47007 2003 Series A Disposal		\$211,055.00	\$0.00	\$210,548.00	\$507.00	99.76%
DEPT 47008 2003 Series B Sewer						
452	Refund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600	Principal	\$95,000.00	\$0.00	\$95,000.00	\$0.00	100.00%
610	Interest	\$16,025.00	\$0.00	\$16,025.00	\$0.00	100.00%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47008 2003 Series B Sewer		\$111,025.00	\$0.00	\$111,025.00	\$0.00	100.00%
FUND 651 SEWER RESTRICTED SINKING FUN		\$322,080.00	\$0.00	\$321,573.00	\$507.00	99.84%
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%
		11,598,125.00	\$1,888,138.52	\$8,614,316.32	\$2,983,808.68	74.27%

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CROSSLAKE POLICE DEPARTMENT

MONTHLY REPORT

October

2020

**Crosslake Police Department
Monthly Report
October 2020**

911 Hangup	1
Agency Assist	23
Alarm	23
Animal Complaint	8
Assault	1
ATV	1
Burning Complaint	1
Civil Problem	2
Damage To Property	1
Driving Complaint	2
Ems	26
Extra Patrol	1
Found Property	2
Gas Leak	1
Gun Permits	1
Hazard In Road	2
Housewatch	3
Information	9
Intoxicated Person	1
Motorist Assist	1
Open Door	1
Other	1
Personal In Accident	1
Property Damage Acc	4
Prowler	1
Public Assist	1
Scam/Con	1
Shooting Complaint	2
Suspicious Vehicle	1
Theft	3
Threats	2
Traffic Arrests	2

Traffic Citations	8
Traffic Warnings	77
Welfare Check	1
Total	216



CROSSLAKE POLICE DEPARTMENT

MISSION TOWNSHIP MONTHLY REPORT

October
2020

**Crosslake Police Department
Mission Township Monthly Report
October 2020**

Agency Assist	1
Animal Complaint	2
Assault	1
Hazard In Road	1
Housewatch	1
Information	1
Motorist Assist	1
Parking Complaint	1
Property Damage Acc	1
Traffic Arrest	1
Traffic Citations	10
Traffic Warnings	77
Total	98



Crosslake Fire Department

Date: October 2020

C.7.

Incidents

Description of Incident	Calls	YTD
3 - Rescue & Emergency Medical Services		
311 - Medical Assist - Assist EMS Crew	19	198
300 - Rescue, EMS Incident	1	5
322 - Motor Vehicle Accident with Injuries	1	4
324 - Motor Vehicle Accident with No Injuries		
326 - Snowmobile Accident With Injuries		
362 - Ice Rescue		
Total:	21	207
1 - Fire		
111 - Building Fire		1
111 - Building Fire (Mutual Aid)		3
112/118/113/114 - Fire Other / Chimney Fire	1	2
143 - Grass Fire/Wildland Fire		3
130/131/142 - Mobile Property/Automobile Fire/Off Road Vehicle		
Total:	1	9
4 - Hazardous Condition (No Fire)		
411 - Gasoline or other Flammable Liquid Spill		1
412 - Gas Leak (Natural Gas or LPG)	1	10
424 - Carbon Monoxide Incident		3
444 - Power Line Down/Trees on Road		1
445 - Arcing, Shorted Electrical Equipment		1
Total:	1	16
5 - Service Call		
571 - Cover Assignment, Standby		
561 - Unauthorized Burning		
550 - Public Assist		4
551 - Agency Assist - Drone	2	18
Total:	2	22
6 - Good Intent Call		
611 - Dispatched and Cancelled en route	3	14
600 - Good Intent Call		1
651 - Smoke scare, Odor of smoke		1
661 - EMS Party Transport - Aircare - Traffic Control		9
Total:	3	25
7 - False Alarm & False Call		
743 - Smoke Detector Activation - No Fire		9
746 - Carbon Monoxide Detector Activation - No CO		2
731 - Sprinkler Activation due to Malfunction		
Total:	0	11
8 - Severe Weather & Natural Disaster		
814 - Lightning Strike (No Fire)		1
815 - Severe Weather Standby		5
Total:	0	6
Total Incidents:	28	296

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							
113 - Cooking fire, confined to container	1	3.57%					
Total: 1		Total: 3.57%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%	
Incident Type Category (FD1.21): 3 - Rescue & Emergency Medical Service Incident							
311 - Medical assist, assist EMS crew	19	67.86%					
320 - Emergency medical service, other	1	3.57%					
322 - Motor vehicle accident with injuries	1	3.57%					
Total: 21		Total: 75.00%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%	
Incident Type Category (FD1.21): 4 - Hazardous Condition (No Fire)							
412 - Gas leak (natural gas or LPG)	1	3.57%					
Total: 1		Total: 3.57%	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	7.14%					
Total: 2		Total: 7.14%	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	3	10.71%					
Total: 3		Total: 10.71%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%	
Total: 28		Total: 100.00%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%	

Report Filters

Incident Date Range: is between '10/1/2020' and '10/31/2020'

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: 11/01/2020

**NORTH AMBULANCE
CROSSLAKE**

OCTOBER 2020 RUN REPORT

TOTAL CALLOUTS: **71**

NIGHT: 26 DAY: 45

No Loads: 15
Cancels: 08
Fire Standbys: 00
Police Standbys: 00
Transported Patients: 48

CROSSLAKE: 36 (8 No Load, 3 Cancel)
BREEZY POINT: 07 (1 No Load)
IDEAL: 00
MISSION: 00
FIFTY LAKES: 01 (1 No Load)
MANHATTAN BEACH: 02
CENTER: 00
TIMOTHY: 00

MUTUAL AID TO:

PINE RIVER: 16 (4 No Load, 4 Cancel)
BRAINERD: 09 (1 No Load, 1 Cancel)

BLS TRANSFERS: 01
ALS TRANSFERS: 00

ALS INTERCEPTS (ADVANCED LIFE SUPPORT):

BRAINERD: 00
PINE RIVER: 00
AIRCARE: 00

C.9.

MONTHLY PLANNING & ZONING STATISTICS - CROSSLAKE

PERMITS	October-2020	Year-to-Date 2020	October-2019	Year-to-Date 2019
New Construction (Dwellings)	5	42	5	30
Septic - New	3	26	3	15
Septic Upgrades	4	23	5	26
Porch / Deck	12	45	10	52
Additions	6	23	4	19
Landscape Alterations	9	48	5	42
Access. Structures	9	49	5	37
Demo/Move	2	17	5	19
Signs	0	4	1	4
Fences	0	10	0	3
E911 Addresses Assigned	5	41	2	33
Total Permits	55	328	45	280

ENFORCEMENT / COMPLAINTS	Year-to-Date 2020	Year-to-Date Closed	Year-to-Date Open	Year-to-Date % Closed
Enforcement	14	13	1	93%

CUSTOMER SERVICE STATISTICS	October-2020	Year-to-Date 2020	October-2019	Year-to-Date 2019
Counter Visits	51	276	80	775
Phone Calls	200	1745	190	1767
Email	200	1485	99	647
Total	451	3506	369	3189

Call For Service	9	48	5	61
Shoreland Rapid Assessment Completed (Buffer)	5	18	4	28
Stormwater Plans Submitted	17	74	11	79
Site Visits	47	321	42	357

COMPLIANCE SEPTIC STATISTICS	Year-To-Date Received 2020	Year-To-Date Failed 2020	Year-To-Date Received 2019	Year-To-Date Failed 2019
Septic Compliance Inspections	161	7	148	1
Passing Septic Compliance Percentage		95.7%		99.9%

PUBLIC HEARINGS	October-2020	Year-to-Date 2020	October-2019	Year-to-Date 2019
DRT	2	26	1	22
Variance	2	10	3	14
CUP/IUP	0	3	1	2
Land Use Map Amendments	0	0	0	0
Subdivisions (Metes & Bounds; Preliminary; Final)	1	3	2	8
Consolidations/Lot Line Adjustments	2	6	0	5



C.10.

STATED MINUTES

City of Crosslake Planning Commission/Board of Adjustment

September 25, 2020
9:00 A.M.

Crosslake City Hall
13888 Daggett Bay Road
Crosslake, MN 56442

1. Present: Chair Mark Wessels; Vice-Chair Mark Lindner; Randy Dymoke; Bill Schiltz; Jerome Volz; Kristin Graham, alternate and Liaison Council Member Aaron Herzog
2. Absent: None
3. Staff: Jon Kolstad, Planning & Zoning Administrator and Cheryl Stuckmayer, Planner-Zoning Coordinator
4. 7-24-2020 Minutes & Findings – **Motion by Lindner; supported by Volz 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 City of Crosslake Fire Department – Variance for structure height
 - 6.2 Brady J & Kimberly A Day –Variance for bluff setbacks, a lake setback, retaining walls, dirt, and water oriented accessory structure size
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

**Crosslake Fire Department
14090655 thru 14090660**

Wessels announced the variance request. Kolstad read the variance request, project details, no comments or inquiries received, and the location of the request in relation to the existing structure into the record. Lohmiller, the fire chief, was invited to the podium. Lohmiller stated the training tower/hose storage addition was approved on the plan for the new fire facility. Lohmiller stated the hoses are 50 feet long and the requested height will allow for the hanging of the hose to be dried. Lohmiller stated the school gym and the Senior Living Facility in Crosslake had an approved height variance. Lindner questioned that if the hose hangs in half why the need for the additional height. Lohmiller explained the hose hanging process. Wessels asked if any other fire departments in Crow Wing County had a tower with Lohmiller stating that Pine River and Crosby has a tower and there may be others. Lohmiller explained that the life expectancy of a hose on the current drying method is shortened versus using a tower. Lohmiller stated most fire towers are taller and they are located in small towns also; he would be willing to get pictures of these locations. Lohmiller explained that there are three reasons to approve the variance: 1. the fire department/city would save money in the long run by having a tower to hang the hoses to dry in because the hoses would last longer and not fail as soon; 2. safety and training here in the city instead of out in the field – to take the crew out of the jurisdiction to train would leave the area uncovered – do not have the manpower to train and have coverage; 3. train here with other communities if the city council approves – he would not be the instructor, it would be a conflict of interest. Wessels stated his concern of having the tower so close to the helipad and would like a letter from helicopter business stating no concerns. Lohmiller stated that the helipad has been taken into consideration and discussed with it being moved 5-10 feet and he will acquire a letter from North Memorial Air Care. Lindner feels it would be a benefit to our community and an exception should be granted. Wessels asked if any of the commissioners had additional questions, but none were forthcoming. Wessels opened the public hearing. Andrews of 11316 Manhattan Pt Blvd said he grew up in a town that was no busier than this community and they had a tower for the fire department. No others were forthcoming so the public hearing was closed. Wessels stated that he hopes that there are no more height variance request coming up with people in the community saying they would like to keep the up-north feel.

Wessels requested Kolstad to initiate the findings of fact procedure with the board members deliberating and responding to each question.

September 25, 2020 Action:

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

- Structure height of 45 feet where 30 feet is allowed

To construct:

- 320 square foot, 3 story Training Tower/Hose Storage addition, to be a maximum of 45 feet high or less where 30 feet is allowed

Per the findings of fact as discussed, the on-site conducted on 9-25-2020 and as shown on the site plan/building specifications received at the Planning & Zoning office for property located at 37028 County Road 66, City of Crosslake

Conditions:

Chapter 26 – Land Use; Sec. 26-227 Variance Decision - Variances must be substantially completed

September 25, 2020 Planning Commission/Board Of Adjustment Meeting

within two years of receiving approval – the approval of this variance will expire on 9-25-2022

- 1. A letter from the appropriate authorities that use the helipad, stating the tower height will not alter the use of the helipad**

Findings: See attached

Schiltz, Dymoke and Lindner voting “Aye”; Wessels and Volz voting “Opposed”; three to two, Motion carried.

**Brady J & Kimberly A Day
14080610**

Wessels announced the after-the-fact variance request. Kolstad read the variance request, project details, 3 comments received, stormwater management plan, compliant septic compliance inspection, and the below timeline/violations list into the record.

Timeline

- 4/23/2020 Completed Shoreland Alteration application received in Office
- 4/24/2020 Staff visited site and approved application, gave approved permit to Mrs. Day. The permit was specifically for a 120 sq ft WOAS MAX (see APPROVED Land Use Permit and Yellow card in window)
- 5/18/2020 received call from Builder that Footing Inspection would be needed on 5/20/2020 explained Staff would not be available on that day due to a medical appointment.
- 5/20/2020 Work began on site. Staff unable to conduct inspection due to medical appointment. Received text message from City Clerk asking if Day can start – answered 'Yes'
- 6/22/2020 visited site to check WOAS Issued STOP WORK ORDER on WOAS and BLUFF
- 6/25/2020 Day's submitted application for DRT
- 7/13/2020 DRT meeting
- 8/7/2020 Variance Application submitted

List of violations

1. WOAS 239 sq ft where 120 is allowed
2. WOAS 18-ft from OHW where 20-ft is allowed
3. Replaced Stairs in SIZ 1 without permit
4. Dirt moving >10 cu yds in SIZ2 without permit
5. Dirt moving >50 cu yds in SIZ2 without CUP
6. Dirt Moving in Bluff without Variance
7. Patio installation in Bluff without Variance
8. Patio installation in Bluff without permit
9. Walkway installation in bluff without Variance
10. Walkway installation in bluff without permit
11. Retaining walls in bluff without Variance
12. Retaining walls in bluff without permit
13. Retaining walls exceed 4-ft high, without engineered plan.

Whether or not a footing inspection can be accomplished it is ultimately the Property owner's responsibility to ensure they are following the Land Use Ordinance and the permit that was issued.

PC/BOA courses of action

1. Approve the After-the-Fact variance and allow everything they have done to remain and be used.
2. Require the WOAS to meet the size limit of 120 sq ft and the 20-ft setback from the OHW.
3. Remove the new firepit patio and walkways.
4. Vegetate the bluff area with woody vegetation covering 85% of the ground area,
5. Make the bluff area a no-mow area from the top to the bottom of the bluff.

6. Restoration of the bluff would not be necessary as it may cause erosion issues. Require area to remain vegetated and a no-mow/no-go area in perpetuity.
7. Require an independent engineer review the bluff area to assess the retaining wall(s) integrity and develop a Stormwater Management Plan for the lakeside of the property (house to OHW). This would include the bluff area and the area around the WOAS – specifically taking into account the retaining walls alongside of the WOAS.
8. Some combination of #1 through 7 above.
9. Require WOAS reduction, engineered SWMP and restoration/vegetation of bluff to occur no later than **10/31/2020**.
10. Require payment of any fines assessed for the violation by **10/31/2020**.

Potential Fines discussed with City Attorney

1. Enforcement of the Administrative fines from the day work began on 5/20/2020 thru 10/31/2020 (Restoration)
 - (13 violations x 164 days x \$75 = \$159,900)
2. Enforcement of the Administrative fines from the day work began on 5/20/2020 thru 6/22/2020 (Stop work date)
 - (13 violations x 29 days x \$75 = \$28,275)

Wessels stated with Kolstad clarifying that the bluff regulations came into effect in 1998 state wide and all Minnesota contractors should know the requirements within a bluff. Wessels also stated that the 120 square foot size requirement of a water-oriented accessory structure (WOAS) is county wide and has been in place in Crosslake since 2014. Wessels mentioned the footing location inspection with Kolstad stating that it is the homeowner's responsibility to make sure they are following the approved permit and the city's ordinance. Wessels invited the Days up to the podium. Day stated it was never the intention to not follow the requirements. See Exhibit A attached below for the letter that Day read at the public hearing. Day stated at the start of the project they looked up the state requirement size for the WOAS and Jon did tell them the correct size, but it was not communicated to the contractor. Day said it was not the intention to change the size but tried for an appointment with Jon and he was out of town. Day received an ok to go ahead but there was some miscommunication. Day stated it was naive of us to think we were just replacing and improving. Volz asked if they had contacted a landscaping company in the area to see if it was ok to do what you were planning. Day stated that they contacted two companies and they did not say that they couldn't do it because of a bluff. Wessels stated that you had a survey and knew it was a bluff with Day replying in the positive. Volz said that being a commissioner he receives phone calls and he heard a different version of your contact with the two landscaping companies. Lindner stated that he felt the patio under the deck was fine due to it was already there and basically was just replaced. Lindner said he did not understand why the WOAS was constructed bigger then the permit. Schiltz recused himself due to association with the applicates. Kolstad stated there was no discussion at the time of the permit or at the site visit about anything but the WOAS. Lindner asked if two stairways were allowed with Kolstad replying only one and the existing could have been repaired/replaced with a permit. Wessels opened it up to the public. Wolff of 37784 Forest Lodge Rd asked if a previous variance had been applied for and Kolstad replied no there were none. Wessels closed the public hearing. Wessels said that a 10x12 WOAS was planned and the materials ordered, not an easy mistake to let go. The rules said no activity in the bluff so you moved it over off the bluff, it is hard to overlook. Wessels stated some history of the planning and zoning ordinance with the county and the public giving a 90% approval rating on how easy it is to work with the Crosslake staff. Wessels explained that the bluff runoff can be very detrimental to

property, the land and the lake. Wessels asked Day to hire an engineer to propose methods to stabilize the bluff with a plan for maintaining it for now and the future – if ok to remove then so be it. Lindner agrees but does planning and zoning know an engineer that is locally knowledgeable. Lindner stated that the grass on the bluff should be replaced with woody vegetation. Kolstad added that at the 9-24-2020 on-site meeting the discussion was to have 75% woody vegetation in perpetuity. Kolstad stated that he talked to the city attorney on a possible fine from the start of construction up to the stop work order which would be 29 days times 13 violations times \$75/day/violation would be \$28,275.00. Kolstad stated that the ordinance requires an engineered plan if a retaining wall is over 4 feet in height. A discussion was held on possible fine(s), the WOAS to meet the city ordinance, bluff area to be a no mow area, and demoing the walkways. Herzog, city council liaison, stated that the engineer report and the review by the city engineer along with the commission decision should happen soon so that some things could be done this fall to prevent any erosion issues. Commissioners discussed tabling this request to have the owners obtain a capable engineer for a report that would be approved by the city engineer for the commissioners to evaluate before making a motion. This is a summary of the requirements based upon the discussion regarding the after-the-fact variance requests. The Planning Commission/Board of Adjustment tabled the application until Day, the owner, provides an engineer's report on the following:

Submit an engineer report regarding the following, no later than 10/14/2020

Concerns –

- Stabilization of the bluff to last 20 to 30 year vs removal of rock retaining walls
- Stability and integrity of the retaining walls (exceed 4-ft in height)- do they need to be anchored vs removal/additional stabilization?
- Ongoing maintenance plan to keep bluff stable (maintained in perpetuity)
- Removal of 50% of the Water Oriented Accessory Structure (WOAS) (120 sq ft max) + meet 20-ft setback from OHW vs leaving as-is?
 - o Stabilization of the area around the WOAS – Retaining walls not to exceed 4-ft without an engineered plan + SWMP
- Engineered Stormwater Management Plan (SWMP) for the entire property – focus on dwelling Roof and Lakeside of the dwelling. Must accommodate a 1-in rain event + hold up to a 3-in rain event (per the city land use ordinance)

Contact P&Z staff no later than 10/7/2020 with engineering firm that was hired and any problems with meeting the 10-14-2020 deadline.

City Engineer will review and determine viability of SWMP and stability of retaining wall & WOAS reports.

Property owners will return to the 10/23/2020 Planning Commission meeting to continue the after-the-fact variance hearing.

September 25, 2020 Action:

Motion by Wessels; supported by Lindner to table the after-the-fact variance for:

- Size of water oriented accessory structure of 239 square feet where 120 square feet is allowed
- Lake setback of 18 feet where 20 feet is required to the water oriented accessory structure (WOAS)
- Bluff setback for a patio of 326 feet where none is allowed
- Bluff setback for a fire pit patio of 264 square feet where none is allowed
- Bluff setback for an additional walkway of 214 square feet where one walkway is allowed

- Bluff setback for an additional walkway of 85 square feet where one walkway is allowed
- Retaining walls in the bluff impact zone where none are allowed
- Dirt moving of 82 yards within a bluff impact zone where none are allowed

To continue use of:

- 239 square foot WOAS where 120 square feet is allowed
- 239 square foot WOAS 18 feet from OHW where 20 feet is required
- 326 square foot patio within the bluff impact zone where none is allowed
- 264 square foot fire pit patio within the bluff impact zone where none is allowed
- 214 square foot walkway within the bluff impact zone where one walkway is allowed
- 85 square foot walkway within the bluff impact zone where one walkway is allowed
- Retaining walls in the bluff impact zone where none are allowed
- Dirt moving of 82 yards within a bluff impact zone where none are allowed

Per the findings of fact as discussed, the on-site conducted on 9-24-2020 and as shown on the certificate of survey received at the Planning & Zoning office dated 8-20-2020 for property located at 37916 Forest Lodge Rd, City of Crosslake

Findings: See attached

All members voting “Aye”, Motion carried. (Schiltz recused himself and did not vote)

Exhibit A

Thank you for taking time to walk through our property. We would like to reiterate and make very clear that it was never our intention to evade the City of Crosslake's shoreline/bluff & WOAS ordinances. When we created a plan, we envisioned making changes to improve the function, and safety of our property as we had several deteriorating landscape structures that needed to be addressed. The safety of our 3 children and of our aging parents were top of mind, as well as how the replacements & additions would impact the surrounding environment. We attempted to use Crosslake contractors but had no luck in securing their help in a timely manner as all were extremely busy. We then found outside contractors that worked in the Brainerd Lakes area and were familiar with working on lake properties in Crow Wing County. This was our 1st major project as a new lake homeowner and when we hired our licensed contractors, we believed that all the work they would complete would be done correctly. We applied for the permit for the water orientated storage structure on March 31st at the height of the unprecedented state shutdown & quarantine where businesses were not operating as usual and city officials were working from home. We acknowledge that we were naïve to the additional permits for work occurring in the bluff area and the communication errors of placement and size of the WOAS.

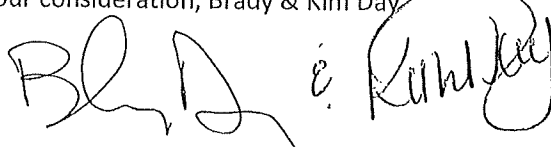
- Replaced existing rotting & deteriorating timber steps with stone steps reducing the total number of steps to the shoreline.
- Replaced existing uneven, settled stone boulder steps to fire pit area with stone steps
- Replaced unsafe sinking boulder walls around fire pit area. Replaced rocks with pavers to prevent continual spillage of rock into mowed areas and to create a safer space around our fire pit.
- Replaced rock beds with mulch beds and added mulch borders with a variety of plants for improved drainage.
- Replaced cracked & broken flagstone, grass and rock walkway with a paver pathway.
- Added a boulder wall to the edge of the bluff to prevent further deterioration and wash out.
- There has always been an existing mowed grass area on the top of the bluff that met up to natural grass area on the side of bluff that experienced wash out down to the shoreline.
- Added additional vegetative buffers that will grow deep strong roots to the side of bluff for added soil stability & to improved drainage.
- Added lighting for safety and security
- Added railings for safety
- WOAS was added to make our property more useful and convenient
- With the addition of the WOAS, replacements and new paver pathway that was completed the impervious surfaces calculation of our property changed by only 0.70% from a total of 6.3% to 7.0%

Remaining planned work that was halted

- Rainwater management with gutters & rain barrel to the WOAS and runoff holding areas.
- Additional boulders and plantings with to side of bluff to further stabilize the bluff and manage runoff.

Since the issues were brought to our attention, by the city on June 22nd, this has been a source of huge stress to our family as we have invested a lot of time, money & emotion into the project. It is our strong belief that we have only improved our property for our family's use & the lakeshore sustainability. We see no harm being done to the lakeshore or the city of Crosslake. It is our long-term plan to retire here and create a home that is a legacy for our children & future grandchildren. We want this property to be the place that is safe for everyone to gather & enjoy the beauty of Crosslake and the Whitefish Chain.

Thank you for your consideration, Brady & Kim Day

Handwritten signatures of Brady and Kim Day. The signature on the left is 'Brady' and the signature on the right is 'Kim Day'.

Other Business:

1. Staff report
 - a. Monthly city council report
 - b. Development Review Team (DRT) had 6 September monthly meetings
 - c. Two plus Day's for the October public hearing
 - d. 33' Road vacate to lake on Lake Street – Park & Rec recommended to city council not to approve and Public Works will need to make a recommendation to the city council as well. Planning and Zoning is not involved in this process
 - e. Vet clinic has a permit for an addition
 - f. Enforcement numbers are up this year

Open Forum:

1. Flanagan of 37808 Forest Lodge Rd said she appreciated the commissioner's detail of the Day after-the-fact variance request. Claiming ignorance is not a reason. The bluff is shared by all with repercussions to everyone also. What was done was very disrespectful.
2. Andrews of 11316 Manhattan Point Blvd stated that back in 2012 it was a mentality that you can do whatever you want. You pay a fine, but you get to keep what you did.

Matters not on the Agenda:

1. There were no matters not on the agenda

Motion by Lindner; supported by Volz to adjourn at 11:30 A.M.

All members voting "Aye", Motion carried.

Respectfully submitted,

Cheryl Stuckmayer

Cheryl Stuckmayer
Planner-Zoning Coordinator

C. 11.

Crosslake Parks, Recreation and Library Commission
September 23, 2020
Crosslake City Hall 2:00 pm

Members Present: Chair Mick Tchida, Joe Albrecht, Ann Schrupp, Darrell Shannon, Community Center/Library Manager Jane Monson, Parks and Recreation Director TJ Graumann, and Council Liaison John Andrews

Guests: Peter Graves, Pam Graves, and Patty Norgaard

I. Meeting Called to order at 2:18 pm

II. Approval of July Minutes

Motion to Approve July 22, 2020 Minutes as written: Schrupp/Shannon Favor: All

III. Pickleball Fee Schedule Discussion

Peter and Pam Graves presented information to the Commission of other community's fee schedule for their Pickleball programs. The Graves', representing the Pickleball league players, are requesting a reduction in the program fees for 2021. They suggested a summer rate for those players in the area for only 3 months, or a fee comparable to the fees paid by the tennis program. Discussion ensued.

IV. South Bay Park

TJ recommended a sub-committee be formed to complete the South Bay Park Management Plan by year end 2020. Joe, Ann and John agreed to serve as this committee.

A letter was read by Chair Mick submitted by the PAL Foundation in which the Foundation stated it is recommending a boat dock be added to the Management Plan. Citizen Patty Norgaard asked to address the Commission on this issue. She stated her understanding of the plan is for a slow, gradual process into the area being used as a park. There should be minimal interference to people living near the area on both sides of the lake. She also believes that green space is critical for preserving the environment and preserving our way of life. The consensus of the Commission was having a boat dock included in the plan would increase liability and make management of the area after hours difficult.

V. Bolton Sub-Division

After review, TJ stated the City would have no use for land at that location and he recommended to the Commission to accept cash in lieu of land for the Bolton Subdivision request.

Motion: To accept cash in lieu of land for the Bolton Subdivision request.
Albrecht/Shannon Favor: All

VI. ROW Vacation Request

Following the precedence of past decisions for ROW vacation requests, the following motion was made;

Motion: To reject ROW Vacation request for the property at 11826 Lake Trail.
Shannon/Schrupp Favor: All

VII. Youth Soccer Program

TJ reported to the Commission there is one 2nd-4th grade soccer team with 14 players participating in the Youth Soccer Program this year. Due to the pandemic, it is mainly an in-house program with a couple of possible scrimmages with Nisswa.

VIII. Irrigation Project

TJ explained where the irrigation expansion will be placed. It will cover areas from the pickleball courts north and east from the playground area to the community center towards the parking lot. These zones have no coverage at this time.

IX. Community Center Update

The Community Center user numbers have remained fairly low, with the same weight room users coming in most days. The Center is struggling with limited staff to return to normal hours of operation. TJ would like to return to a more normal hours of operation schedule to provide opportunities for working citizens to participate in programs and services. SilverSneaker classes are doing well numbers wise; also, some classes and private groups have begun meeting again.

X. Library Update

The Library is open by appointment Tuesday and Thursday for browsing. The Curbside Program will continue to operate on Monday's and Wednesday's for those patrons unavailable for in-person visits. There will be no library service on Fridays until further notice.

XI. Open Forum

A) TJ updated the Commission on the plans for the upcoming Crosslake Days Pickleball Tournament. Sixteen teams have registered for the Open/Competitive division and 10 teams are registered for the Recreation division. The tournament is scheduled for Saturday, September 26th.

B) A discussion of the need for additional public restrooms on the chain of lakes was held. The idea to inquire about the possibility of adding satellites or additional satellites at each of the boat landings on the chain was introduced. It was hoped a joint program between the DNR and the Parks and Recreation Department could be established in order to provide funding for this idea, and that other townships and/or communities along the chain would also commit to this funding.

Motion: To appoint Chair Mick Tchida to contact the DNR to inquire about adding a satellite or additional satellite toilets at boat landings on the chain on the Commissions behalf.

Albrecht/Schrupp Favor: All

C) Council Member Andrews suggested to the Commission the idea of the property behind Andy's restaurant being more suitable for a park than a parking lot. Discussion ensued.

XII. Adjourn

Motion to Adjourn: Shannon/Schrupp Favor: All

SCORE REPORT FORM

Mo./Yr.

September 2020

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)

9,419

Corrugated Cardboard

3,086

Newspaper

-

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

6,333

Metal: Appliances, misc...

Commingled Materials: (includes)

27,139

%

lbs

5% Metals- Aluminum Cans 1357

21% Tin Cans 5699

61% Glass- 16555

Clear bottles

Green bottles

brown bottles

10% Plastic - #1 & #2 bottles 2714

3% Rejects 814

100% 27139

Total LBS.

36,557

0

Total Tons

18.28

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		43,360	185,820
	Accounts	Rate	Accounts	%	Paper	Commingle
BRD	2917	70%	2047	36%	15,732	67,418
BAX	1867	95%	1771	31%	13,611	58,328
B.P.	663	98%	650	12%	4,995	21,408
P.L.	495	67%	331	6%	2,544	10,902
C.L.	1053	78%	824	15%	6,333	27,139
	0	0%	0	0%		
NIS	85	22%	19	0%	146	626
	7080	80%	5642	100%		

C.13.

BILLS FOR APPROVAL
November 12, 2020

VENDORS	DEPT		AMOUNT
AAA Rental, compressor rental	Park		238.33
Ace Hardware, tarps, cable ties, rope	Park		69.64
Ace Hardware, gloves	Park		35.98
Ace Hardware, markers	PW		13.18
Ace Hardware, batteries	Police		19.96
Ace Hardware, ball mount, nitch ball, pin	PW		41.47
Ace Hardware, bibb hose	PW		15.99
Ace Hardware, tool adapter	Park		11.99
Ace Hardware, bird food, caster plates, bulbs	Park		108.68
Ace Hardware, sprayer	PW		25.99
Ace Hardware, torpedo level	PW		15.18
Ace Hardware, spray paint, reflectors	Park		52.30
Ace Hardware, hardware	PW		26.57
Ace Hardware, paint	PW		6.88
Ace Hardware, shovels	PW		149.96
Ace Hardware, hardware	PW		14.99
Ace Hardware, hardware	Police		35.74
Ace Hardware, hardware	Police		8.38
Ace Hardware, hardware	Police		85.28
Ace Hardware, chain lube, hardware	Park		14.34
Ace Hardware, rubberbands	PW		4.99
Ace Hardware, fuse puller, cable starter	PW		42.45
Ace Hardware, caulk, scraper	Park		10.58
Ace Hardware, sweeper, fencing	PW/Park		109.97
Ace Hardware, rope, hooks	PW		62.47
Adspec Marketing, temporary storage tags/gear	Fire		321.18
Adspec Marketing, face masks	Gov't		658.84
American Door Works, opener	Fire		294.00
American Steel, parts	Sewer		359.58
AT&T, cell phone and ipad charges	ALL		1,042.45
AW Research, water testing	Sewer		558.00
Baker & Taylor, books	Library		200.50
BCA, background check	Library	pd 10-26	15.00
Blue Cross, health insurance	ALL		31,206.00
Bolton & Menk, moonlite sewer extension	Sewer		859.50
Bolton & Menk, stormwater CSAH 66	PW		859.50
Bolton & Menk, biosolids review	Sewer		390.00
Bolton & Menk, stormwater CSAH 66	PW		2,279.50
Brainerd Hydraulics, couplers	PW		439.20
Brainerd Hydraulics, parts	PW		9.40
Breen & Person, legal fees	ALL		1,452.50
Brock White, salt guard, bright kure	PW		366.58
Char Nelson, reimburse pop, water, kitchen supplies	Gov't		52.46
Cheryl Stuckmayer, uniform reimbursement	PZ		39.99
Chip Lohmiller, reimburse for sanitizer	Gov't	pd 10-20	95.88

City of Crosslake, sewer utilities	ALL		150.00
Clean Team, october/november cleaning	ALL		3,621.87
Corey Nelson, uniform reimbursement	Park	pd 10-26	259.98
Council #65, union dues	Gov't		342.00
Crosslake Communications, phone, fax, internet, cable	ALL		1,855.00
Crosslake Demolition, trash disposal	Park		57.00
Crow Wing County Highway Dept, fuel	ALL		1,788.77
Crow Wing County Highway Dept, 47% replace damper	PW		715.41
Crow Wing County Recorder, filing fees	PZ		92.00
Crow Wing Power, electric service	ALL	pd 10-20	6,977.29
CTC, web hosting	Gov't		10.00
CTC I. T., october 2020 i.t. labor	ALL		900.00
Culligan, water and cooler rental	ALL		102.20
Dacotah Paper, hand sanitizer	Gov't		67.04
Deere & Company, truck	PW		40,981.48
DeLage Landen Financial Services, copier lease	Park		117.00
Delta Dental, dental insurance	Gov't		1,695.60
Diamond Industrial Cleaning Equipment, scrub free wash	PW		56.95
Elevate Learning, training program	Gov't		500.00
Ferguson Waterworks, equipment	Sewer		1,768.62
Ferguson Waterworks, equipment	Sewer		1,931.58
Fire Instruction & Rescue, aerial operations	Fire	pd 10-20	600.00
Fire Instruction & Rescue, elevated rescue, stokes, high angle	Fire		1,200.00
Fire Instruction & Rescue, emr quarterly training	Fire		600.00
First Systems Technology, verification of flow meters	Sewer		2,100.00
Fortis, disability insurance	ALL		785.84
Forum Communications, meeting notice of 10/23	PZ		46.75
Forum Communications, meeting notice of 11/20	PZ		49.20
Forum Communications, employment ad	Park		46.75
Freightliner, 2007 mack repairs	PW		1,059.70
Freightliner, batteries	PW		690.53
Freightliner, 1981 kenworth repairs	PW		902.15
Freightliner, dot inspection	PW		98.10
Fyles Satellites, portable restrooms	Park		546.00
Galls, uniform	Police		86.29
Galls, uniform	Police		18.66
Galls, uniform	Police		315.00
General Election, judges, supplies, mileage	Election		1,650.00
Guardian Pest Solutions, pest control	ALL		77.60
Gull Lake Glass, brush sweep	Park		72.46
Hawkins, chemicals	Sewer		3,196.08
Heartland Tire, tires	PW		1,634.64
Holden Electric, repair four sirens	Gov't		3,159.73
Jake Maier, reimburse for lumber	Police		90.12
Jefferson Fire & Safety, heated gear dryer	Fire		9,666.92
Jefferson Fire & Safety, turnout gear	Fire		9,517.28
Jefferson Fire & Safety, turnout gear	Fire		18,527.54
Jefferson Fire & Safety, key fire hoses	Fire		2,431.60
Jefferson Fire & Safety, gloves	Fire		402.62
Joe Chase, uniform reimbursement	PW		172.93

Johnson, Killen & Seiler, personnel matters	Gov't		64.50
Jon Kolstad, mileage reimbursement	PZ		193.31
Kim Nelson, permit refund	PZ		1,100.00
Kimber Creek Ford, program kry fob	Police		131.67
Lakes Area Rental, fuel line	Park		5.95
Linescape Linestriping, road striping	PW		4,585.00
Mastercard, Amazon, power grommet, key board	PZ		138.98
Mastercard, Amazon, face masks	Park		29.97
Mastercard, Amazon, work gloves	Park		83.31
Mastercard, Amazon, tape	Park	pd 10-22	39.45
Mastercard, Amazon, pump	PW	pd 10-22	90.72
Mastercard, Amazon, webcam	PW	pd 10-22	48.99
Mastercard, Amazon, headlamp	Park		29.95
Mastercard, Amazon, dust mop	Police		39.99
Mastercard, Amazon, security light	Park		85.98
Mastercard, Amazon, face masks	Gov't		241.82
Mastercard, Amazon, no dumping signs	PW		26.46
Mastercard, Costco, file cabinet	Admin		386.52
Mastercard, DG, sanitizers	Gov't		25.77
Mastercard, DG, sanitizers	Gov't		42.04
Mastercard, DG, sanitizers	Gov't		43.27
Mastercard, Jon Don, detergent	Park		44.88
Mastercard, Emergency Medical Products, pandemic sognage	Gov't		66.01
Mastercard, Gander, uniform	Park		69.99
Mastercard, Harbor Freight, wrench	Park		12.93
Mastercard, Hoorag, face masks	Gov't	pd 10-22	167.50
Mastercard, Lands End, uniform	PZ		124.85
Mastercard, Post Office, postage	Fire		17.79
Mastercard, Safco, ppe	Gov't		749.42
McQueen Emergency, helmets	Fire		9,675.10
Menards, hitch pin clips	PW		30.20
Menards, mats, fencing, gloves	PW		134.66
Metro Sales, copier maintenance contract	Police	pd 10-22	45.16
Mid-American Research Chemical, cleaners	Park		144.23
Midwest Machinery, radiator repair	Park		233.45
Midwest Machinery, nuts, bolts, cutting edge	Park		220.24
Midwest Machinery, light bar	PW		177.54
Midwest Machinery, brush for sweeper	Park		248.55
Midwest Machinery, replace hub seal	Park		412.77
MN Dept of Agriculture, tree care registry	PW		25.00
MN Life, life insurance	ALL		303.40
MN NCPERS, life insurance	ALL	pd 10-5	224.00
MR Sign, street name signs	PW		166.01
MR Sign, address signs	PW		177.32
MR Sign, address signs	PW		92.71
MR Sign, address signs	PW		92.71
MN State Fire Dept Assn, membership dues	Fire		175.00
Motorola Solutions, radios	Fire		19,007.40
Napa, ball mount	Police		31.07

Napa, thermostat, antifreeze	PW		33.69
Napa, antifreeze	PW		24.21
Napa, parts	Police		23.52
Napa, battery	Park		147.89
North Memorial Ambulance, october subsidy	Ambulance		1,100.00
Northland Press, meeting notice of 10/23	PZ		85.00
Northland Press, employment ad	Park		102.00
Northland Septic Maintenance, pump and haul biosolids	Sewer		2,865.00
Phonetically Speaking and ASL, hearing impaired books	Police		225.00
Pine Island Bank, bond payment	Gov't		146,450.00
Premier Auto, mount and balance tires, oil change	Police		270.97
Premier Auto, mount and balance tires, oil change, repairs	Police		758.87
Radarsign, sign batteries	Police		1,979.00
Reeds Market, dog food for plant	Sewer		161.13
Seth Wannebo, uniform reimbursement	PW		239.97
Shannons Auto Body, remove decals	Police		410.00
Shannons Auto Body, remove and install graphics	Police		830.00
Simonson Lumber, fencing	PW		31.44
Sious Valley Environmental, phosphorus check	Sewer		331.00
Squad Pro, install equipment, remove equipment from old car	Police		7,340.58
Teamsters, union dues	Police		281.00
The Office Shop, envelope sealer	PZ/Admin		14.76
The Office Shop, minute paper	Admin		163.52
The Office Shop, table	Gov't		81.66
Ultimate Safety Concepts, barrier gloves	Gov't		784.35
Ultimate Safety Concepts, extrication gloves, goggles	Gov't		1,828.00
US Bank, copier lease	ALL		165.00
USA Bluebook, meter	Sewer		2,696.26
USA Bluebook, meters	Sewer		4,318.97
USA Bluebook, sludge judge	Sewer		317.17
Waste Partners, trash removal	ALL		319.24
Widseth, water quality project	PW		1,902.63
Widseth, perkins road	PW		3,204.71
Widseth, general engineering	PW		882.50
Win 911, annual software maintenance	Sewer		495.00
WW Goetsch, pump repair	Sewer		515.00
Xcel Energy, gas utilities	ALL		637.64
Ziegler, parts	PW		53.68
Ziegler, bolt, nuts	PW		376.50
Ziegler, cutting edges	PW		2,112.94
TOTAL			391,318.97



11360 Business 371, PO Box 621
Brainerd, MN 56401

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

Sold To:

Crosslake, City of
13888 Daggett Bay Rd

Crosslake, MN 56442

401-42280-551
Invoice Number : 11612
Invoice Date : 10/26/2020
Customer Number : CROS03
Job Number : 20132
Due Date : 10/26/2020

Job:

Crosslake Fire Dept Remo
37028 Co Rd 66
Crosslake, MN

MAK 10/30/2020
E. I. a.

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
10/26/2020	Pay Application #3	130,946.69
	GROSS BILLINGS :	130,946.69
	NET BILLINGS :	130,946.69

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 Firehall
Crosslake, MN

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

VIA ARCHITECT: Hy-Tec Construction

CONTRACT FOR: General Construction

APPLICATION NO: THREE

PERIOD TO: October 31, 2020

PROJECT NO:

CONTRACT DATE: June 4, 2020

Distribution to:
☒ OWNER
☐ ARCHITECT
☐ CONTRACTOR

CONTRACTOR'S APPLICATION FOR PAYMENT


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

1. ORIGINAL CONTRACT SUM \$ 1,298,769.85
2. Net change by Change Orders \$ 0.00
3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 1,298,769.85
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 174,601.00
5. RETAINAGE:
 - a. 0 % 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 \$ 174,601.00
(Line 4 Less Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 43,654.31
8. CURRENT PAYMENT DUE \$ 130,946.69
9. BALANCE TO FINISH, INCLUDING RETAINAGE \$ 1,124,168.85
(Line 3 less Line 6)

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

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.

CONTRACTOR: Hy-Tec Construction of Brainerd, Inc

By:  Date: October 26, 2020

State of: Minnesota County of: Crow Wing

Subscribed and sworn to before me this 26th day of October, 2020

Notary Public:

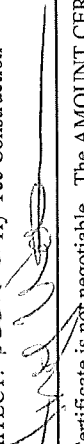
My Commission expires: 01/31/2025

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:  Hy-Tec Construction

By:  Date: 10/26/20

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.

PAGE 2 OF X PAGES

ARCHITECT'S PROJECT NO: Crosslake Firehall

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

RESOLUTION 20-_____

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
Crosslake/Ideal Lions	\$4,888.55	Purchase of Trailer for Police Department
PAL Foundation	\$699.00	Purchase of Memorial Bench

; 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, 2020.

David Nevin
Mayor

ATTEST:

Michael R. Lyonais
City Administrator
(SEAL)



CliftonLarsonAllen LLP
CLAconnect.com

F.
L.

November 5, 2020

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, 2020.

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, 2020, 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, 2020. 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 ends 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 for expenses (including internal and administrative charges) plus 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 engagement should approximate \$24,990 plus the 5% technology fee. This estimate is 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 advise you before undertaking work that would require a substantial increase in the fee and expense estimate. 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 report. 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 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.

MEMO TO: City Council

FROM: City Clerk

DATE: November 5, 2020

SUBJECT: Lodging Tax

Staff met with Ideal Township Board Member David Peterson and Clerk Craig Wallace on 9/11/20 to discuss the joint powers agreement and ordinance related to Lodging Tax. The agreement has been in place since January 1999. Ideal Township staff stated that the number of lodging businesses has grown and asked to change the collection terms to quarterly rather than monthly. The City has asked to receive annual reports as outlined in the agreement.

Attached you will find red-lined copies of the agreement and ordinance. Staff recommends approval of these so that Ideal can continue to administer the program efficiently.

JOINT POWERS AGREEMENT

THIS JOINT POWERS AGREEMENT, made pursuant to Minn. Stat. Sec. 471.59 between the City of Crosslake, a political subdivision of the State of Minnesota, hereinafter referred to as "Crosslake", and Ideal Township, a political subdivision of the State of Minnesota, hereinafter referred to as "Ideal".

RECITALS

WHEREAS, Crosslake and Ideal have each adopted an ordinance/resolution pursuant to Minn. Stat. Sec. 469.190 imposing a lodging tax; and

WHEREAS, said ordinance/resolution each imposes the same duties on a Tax Administrator; and

WHEREAS, Crosslake wishes to enter into a contract for the purpose of procuring Tax Administrator services from Ideal through the offices of the Ideal Town Clerk.

NOW, THEREFORE, Crosslake and Ideal, for good and valuable consideration, mutually agree as follows:

1. Tax Administrator Services:

- a. Ideal, through the office of the Ideal Town Clerk, shall perform the duties of Tax Administrator under Crosslake's aforesaid lodging tax ordinance for the terms of this Agreement.
- b. Tax Administrator's only obligation to Crosslake is to exercise a good faith effort to provide the services of Tax Administrator under Crosslake's ordinance. Tax Administrator shall have exclusive discretion to determine whether to undertake investigation or enforcement activities, beyond routine collection of tax payments. Provided, however, Crosslake may undertake investigation or enforcement activities at its option and sole expense.

2. Fee for Services:

As Payment for Tax Administrator services, Ideal shall retain five percent (5%) of each tax collection payment received pursuant to Crosslake's lodging tax ordinance.

3. Disposition of Tax Collection Proceeds:

Tax Administrator shall pay the lodging tax collection proceeds to the ~~Whitefish Area Promotion Bureau (the Bureau)~~ Whitefish Area Lakes Association (WALA), ~~a separate entity of the Whitefish Area Lakes Association~~ with such frequency as Tax Administrator deems appropriate, but no less frequently than ~~monthly~~ **quarterly**. **For the purposes of this Agreement the calendar year will be used to determine the quarters (January – March, April – June, July – September, and October – December).** Said payments are intended to be used by ~~the Bureau~~ **WALA** solely in accordance with Minn. Stat. Sec. 469-190.

4. Accounting:

Tax Administrator shall account to Crosslake no less frequently than annually. Said accounting shall reflect total tax collections, total payments to ~~the Bureau~~ **WALA**, total fees for services, total expenditures by ~~the Bureau~~ **WALA** for the purpose of marketing and promoting the area as a tourist or convention center, and such additional information as Crosslake deems appropriate in order to excuse compliance with Minnesota Law.

5. Ordinance Amendments:

Crosslake shall not amend its lodging tax ordinance except upon at least sixty (60) days advance notice to Tax Administrator of any proposed amendment.

6. Term, Cancellation:

- a. This Agreement shall be in effect from ~~January 1, 1999~~, **November 12, 2020**, and for one calendar year thereafter and shall automatically renew itself from year to year thereafter unless earlier canceled in accordance with Paragraph 6(b) hereof.
- b. Cancellation: This Agreement may be canceled by either party hereto upon thirty (30) days advance written notice by one party to the other.

Dated: _____

IDEAL TOWNSHIP

CITY OF CROSSLAKE

Township President

Mayor

Township Clerk

City Administrator

ORDINANCE NO. _____
AN ORDINANCE AMENDING CHAPTER 46 RELATED TO TAXATION
FOR THE CITY OF CROSSLAKE
COUNTY OF CROW WING
STATE OF MINNESOTA

The following is the official summary of Ordinance No. ____, approved by the City of Crosslake on the 12th day of November, 2020.

It is the purpose of this ordinance amendment to modify definitions and change the terms of collections from monthly to quarterly.

A printed copy of this ordinance is available for inspection by any person at City Hall.

Passed by the Crosslake City Council on November 12, 2020.

David Nevin
Mayor

Michael R. Lyonais
City Administrator

ORDINANCE NO. _____
AN ORDINANCE AMENDING CHAPTER 46 RELATED TO TAXATION
FOR THE CITY OF CROSSLAKE
COUNTY OF CROW WING
STATE OF MINNESOTA

The City Council for the City of Crosslake, in the County of Crow Wing, State of Minnesota, does ordain as follows:

SECTION 1. Chapter 46 is hereby amended as follows:

ARTICLE I. - IN GENERAL

Secs. 46-1—46-18. - Reserved.

ARTICLE II. - LODGING TAX

Sec. 46-19. - Definitions.

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

Lodger means the person obtaining lodging from an operator.

Lodging means the furnishing for a consideration of lodging by a hotel, motel or rooming house, **Airbnb, VRBO, HomeAwayFromHome, or other online rental platforms** except where such lodging shall be for a continuous period of 30 days or more to the same lodgers. The furnishing of rooms by religious, education or nonprofit organizations shall not constitute lodging for purposes of this article.

Operator means a person who provides lodging to others or any officer, agent or employee of such person.

Person means any individual, corporation, partnership, association, estate, receiver, trustee, executor, administrator, assignee, syndicate, or any other combination of individuals. Whenever the term "person" is used in any provision of this article prescribing and imposing a penalty, the term as applied to a corporation, association, or partnership, shall mean the officers, or partners thereof as the case may be.

Rent means the total consideration valued in money charged for lodging whether paid in money or otherwise, but shall not include any charges for services rendered in connection with furnishing lodging other than room charge itself.

Tax administrator means the Ideal Township clerk.

Sec. 46-20. - Violations.

Any person who shall willfully fail to make a return required by this article, or who shall fail to pay the tax after written demand for payment, or who shall fail to remit the taxes collected or any

penalty or interest imposed by this article after written demand for such payment or who shall refuse to permit the tax administrator or any duly authorized agents or employees to examine the books, records and papers under his control, or who shall willfully make any incomplete, false or fraudulent return shall be guilty of a misdemeanor. Penalties for violation of this article shall be in addition to the penalties provided in the following section.

Sec. 46-21. - Penalties.

- (a) If any tax imposed by this article is not paid within the time herein specified for the payment, or any extension thereof, there shall be added thereto a specific penalty equal to ten percent of the amount remaining unpaid.
- (b) In case of any failure to make and file a return within the time prescribed by this article, unless it is shown that such failure is not due to willful neglect, there shall be added to the tax in addition to the ten percent specific penalty provided herein, ten percent if the failure is for not more than 30 days with an additional five percent for each additional 30 days or fraction thereof during which such failure continues, not exceeding 25 percent in the aggregate. If the penalty as computed does not exceed \$10.00, a minimum penalty of \$10.00 shall be assessed. The amount so added to any tax shall be collected at the same time and the same manner and as a part of the tax unless the tax has been paid before the discovery of the negligence, in which case the amount so added shall be collected in the same manner as the tax.
- (c) If any person willfully fails to file any return or make any payment required by this article, or willfully files a false or fraudulent return or willfully attempts in any manner to evade or defeat any such a tax of payment thereof, there shall also be imposed as a penalty an amount equal to 50 percent of any tax (less any amounts paid on the basis of such false or fraudulent return) found due for the period to which such return related. The penalty imposed by this section shall be collected as part of the tax, and shall be in addition to any other penalties provided by this article.
- (d) All payments received shall be credited first to penalties, next to interest, and then to the tax due.
- (e) The amount of tax not timely paid, together with any penalty provided by this section, shall bear interest at the maximum rate per annum as prescribed by M.S.A. § ~~270.75~~ **469.190** from the time such tax should have been paid until paid. Any interest and penalty shall be added to the tax and be collected as part thereof.

Sec. 46-22. - Administration of tax.

The tax administrator shall administer and enforce the assessment and collection of the taxes imposed by this article. The tax administrator shall cause to be prepared blank forms for the returns and other documents required by this article and shall distribute the same throughout the city and furnish them on application, but failure to receive or secure them shall not relieve any person from any obligation required of him under this article.

Sec. 46-23. - Examine records.

The tax administrator and those persons acting on behalf of the tax administrator authorized in writing by the tax administrator or the city may examine the books, papers and records of any operator in order to verify the accuracy of any return made, or if no return was made, to ascertain the tax as provided in this article. Every such operator is directed and required to give to the said

person authorized to examine the books, papers and records, the means, facilities and opportunity for such examinations and investigations as are hereby authorized.

Sec. 46-24. - Imposition of tax.

- (a) There is hereby imposed a tax of one percent on the rent charged by an operation for providing lodging to any person after January 1, 1999. The tax shall be stated and charged separately and shall be collected by the operator from the lodger.
- (b) The tax collected by the operator shall be a debt owed by the operator to the city and shall be extinguished only by payment to the tax administrator.
- (c) In no case shall the tax imposed by this section upon an operator exceed the amount of tax which the operator is authorized and required by this article to collect from a lodger.

Sec. 46-25. - Collections.

Each operator shall collect the tax imposed by this article at the time the rent is paid. The tax collections shall be deemed to be held in trust by the operator for the city. The amount of tax shall be separately stated from the rent charged for the lodging and those persons paying the tax shall receive a receipt of payment from the operator.

Sec. 46-26. - Exemptions.

An exemption shall be granted to any person as to whom or whose occupancy it is beyond the power of the city to tax. No exemption shall be granted except upon a claim therefor made at the time the rent is collected and such a claim shall be made in writing and under penalty of perjury on forms provided by the tax administrator. All such claims shall be forwarded to the tax administrator when the returns and collections are submitted as required by this article.

Sec. 46-27. - Advertising no tax.

It shall be unlawful for any operator to advertise or hold out or state to the public or any customer, directly or indirectly, that the tax or any part thereof will be assumed or absorbed by the operator, or that it will not be added to the rent or that, if added, it or any part thereof will be refunded. In computing the tax to be collected, amounts of tax less than one cent shall be considered an additional cent.

Sec. 46-28. - Payment and returns.

- (a) The taxes imposed by this article shall be paid by the operator to the tax administrator ~~monthly~~ **quarterly** not later than 25 days after the end of the ~~month~~ **quarter** in which the taxes were collected. **For the purposes of this ordinance the calendar year will be used to determine the quarters (January – March, April – June, July – September, and October – December).** At the time of payment, the operator shall submit a return upon such forms and containing such information as the tax administrator may require. The return shall contain the following minimum information:
 - 1. The total amount of rent collected for lodging during the period covered by the return.
 - 2. The amount of tax required to be collected and due for the period.
 - 3. The signature of the person filing the return or that of his agent duly authorized in writing.
 - 4. The period covered by the return.
 - 5. The amount of uncollectible rental charges subject to the lodging tax.

- (b) The operator may offset against the taxes payable with respect to any reporting period, the amount of taxes imposed by this article previously paid as a result of any transaction the consideration for which became uncollectible during such reporting period, but only in proportion to the portion of such consideration which became uncollectible.

Sec. 46-29. - Examination of return, adjustments, notices and demands.

- (a) The tax administrator shall, after return is filed, examine the same and make any investigation or examination of the records and accounts of the person making the return deemed necessary for determining its correctness. The tax computed on the basis of such examination shall be the tax to be paid.
- (b) If the tax due is found to be greater than that paid, such excess shall be paid to the tax administrator ten (10) days after receipt of a notice thereof given either personally or sent by registered mail to the address shown on the return.
- (c) If the tax paid is greater than the tax found to be due, the excess shall be refunded to the person who paid the tax to the tax administrator ten (10) days after determination of such refund.

Sec. 46-30. - Refunds.

- (a) Any person may apply to the tax administrator for a refund of taxes paid for a prescribed period in excess of the amount legally due for that period, provided that no application for refund shall be considered unless filed within one year after such tax was paid, or within one year from the filing of the return, whichever period is the longer.
- (b) The tax administrator shall examine the claim and make and file written findings thereon denying or allowing the claim in whole or in part and shall mail a notice thereof by registered mail to such person at the address stated upon the return.
- (c) If the claim is allowed in whole or part, the tax administrator shall credit the amount of the allowance against any taxes due under this article from the claimant and the balance of said allowance, if any, shall be paid by the tax administrator to the claimant.

Sec. 46-31. - Failure to file a return.

- (a) If any operator required by this article to file a return shall fail to do so within the time prescribed, or shall make, willfully or otherwise, an incorrect, false, or fraudulent return, the operator shall, upon written notice and demand, file such return or corrected return within five ten (10) days of receipt of such written notice and shall at the same time pay any tax due on the basis thereof.
- (b) If such person shall fail to file such return or corrected return, the tax administrator shall make a return or corrected return, for such person from such knowledge and information as the tax administrator can obtain, and assess a tax on the basis thereof, which tax (less any payments theretofore made on account of the tax for the taxable period covered by such return) shall be paid upon within five ten (10) days of the receipt of written notice and demand for such payment. Any such return or assessment made by the tax administrator shall be prima facie correct and valid, and such person shall have the burden of establishing its incorrectness or invalidity in any action or proceedings in respect thereto.
- (c) If any portion of a tax imposed by this article, including penalties thereon, is not paid within 30 days after it is required to be paid, the prosecuting attorney for the city may institute such

legal action as may be necessary to recover the amount due plus interest, penalties, the costs and disbursements of any action.

- (d) Upon a showing of good cause, the tax administrator may grant an operator one 30-day extension of time within which to file a return and make payment of taxes as required by this article provided that interest during such period of extension shall be added to the taxes due at the rate of ten percent per annum.

Sec. 46-32. - Use of proceeds.

- (a) Five percent of the proceeds obtained from the collection of taxes pursuant to this article shall be paid to the tax administrator for costs of collection.
- (b) Ninety-five percent of the proceeds obtained from the collection of taxes pursuant to this article shall be paid to Whitefish Area Promotion Bureau (the "bureau"), a separate entity of the Whitefish Area Lodging Association, to be used in accordance with M.S.A. § 469.190 to provide funding for the purpose of marketing and promoting the city as a tourist or convention center.
- (c) The city will review the expenditures made by the bureau with such frequency as the city deems appropriate, but no less frequently than annually, to determine if the bureau is properly expending the proceeds obtained from the collection of taxes pursuant to this article.

Sec. 46-33. - Appeal to tax administrator.

- (a) Any operator aggrieved by any notice, order or determination made by the tax administrator under this article may file a petition for review of such notice, order or determination detailing the operator's reasons for contesting the notice, order or determination. The petition shall contain the name of the petitioner, the petitioner's address and the location of the lodging subject to the order, notice or determination.
- (b) The petition shall be filed with the tax administrator within ten days after the notice, order or determination for which review is sought has been mailed or served upon the person requesting review.
- (c) Upon receipt of the petition, the tax administrator shall set a date and time for a meeting with the petitioner and shall give the petitioner at least five days prior written notice of the date, time and place of the meeting.
- (d) At the meeting, the petitioner shall be given an opportunity to show cause why the notice, order or determination should be modified or withdrawn. If the meeting does not result in the matter being resolved to the satisfaction of the petitioner, the petitioner may appeal to the city council.

Sec. 46-34. - Appeal to city council.

- (a) A petitioner seeking to appeal a decision to the city council must file a written notice of appeal with the city council, in care of the city clerk, within ten days after the tax administrator's decision has been mailed to the petitioner. The matter will thereupon be placed on the council agenda as soon as is practical.
- (b) At least five days prior to the hearing before the city council, the tax administrator shall prepare and serve on the petitioner a memorandum of proposed findings of fact and conclusions of law. A copy of the memorandum shall be presented to the city council at the time of the appeal hearing.

- (c) The council shall then review the proposed findings of fact and conclusion to determine whether they are correct. upon a determination by the council that findings and conclusions are incorrect, the council may modify, reverse or affirm the decision of the tax administrator based upon an application of the sections of this article and the evidence presented.

Sec. 46-35. – Amendments.

This ordinance may be reviewed and amended in the event of any state or county lodging tax law changes.

Sec. 46-36. – Separability.

It is hereby declared to be the intention that the several provisions of the ordinance are separable in accordance with the following: If any court of competent jurisdiction shall adjudge any provision of the ordinance to be invalid, such judgment shall not affect any other provisions of the ordinance not specifically included in said judgment.

Passed by the Crosslake City Council on November 12, 2020.

David Nevin
Mayor

Michael R. Lyonais
City Administrator

REQUEST FOR COUNCIL ACTION

November 4, 2020

Department: Parks & Recreation

Agenda Section: Commission Reports

Department Head: TJ Graumann

Agenda Item: Irrigation Project Update

BACKGROUND

Back in September, City Council approved a quote from North Central Lawn Care to expand the irrigation system at the Community Center park for \$8,500.00. Due to unforeseen weather, North Central Lawn Care was unable to install the new phase.

FINANCIAL IMPLICATIONS

N/A

STAFF RECOMMENDATIONS

The Parks and Recreation Department is requesting approval to move the irrigation project to 2021 and be completed in the spring.

COUNCIL ACTION REQUESTED

Motion to move the irrigation project to the 2021 budget.

ATTACHMENTS

N/A

REQUEST FOR COUNCIL ACTION

November 4, 2020

Department: Parks & Recreation

Agenda Section: Commission Reports

Department Head: TJ Graumann

Agenda Item: Request to Purchase Picnic Tables & Umbrellas

BACKGROUND

After monitoring league play and hosting a tournament, it is apparent there is a need for spectator seating and places to rest between games at the new pickleball facility. The Parks and Recreation Department would like to utilize the funds generated from the Crosslake Days Tournament and revenue from pickleball memberships to enhance the pickleball courts by providing adequate seating and shade.

FINANCIAL IMPLICATIONS

\$1,345.00 – Tournament Earnings

\$1,267.10 – Pickleball Revenue

Total: \$2,612.10

STAFF RECOMMENDATIONS

The Parks and Recreation Department is requesting approval to purchase two picnic tables and two umbrellas for the pickleball facility using funds generated from the tournament and annual memberships.

COUNCIL ACTION REQUESTED

Motion to approve the request to purchase two picnic tables and two umbrellas for the pickleball facility using funds generated from the tournament and annual memberships.

ATTACHMENT

N/A

G. Z. a.

RESOLUTION NO. 20-____
CITY OF CROSSLAKE
COUNTY OF CROW WING
STATE OF MINNESOTA

RESOLUTION ORDERING PREPARATION OF REPORT ON IMPROVEMENT

WHEREAS, it is proposed to improve the following listed streets so described and to assess the benefited properties for all or a portion of the cost of the improvements, pursuant to Minnesota Statutes, Chapter 429,

- **Whitefish Avenue** – Approximately 10,000 LF of bituminous overlay from the intersection with Manhattan Point Boulevard on the west end to the intersection with Manhattan Point Boulevard on the east end.
- **Hilltop Drive** – Approximately 320 LF of bituminous overlay from the intersection with Manhattan Point Boulevard to the intersection with Whitefish Avenue.
- **Woodland Drive** – Approximately 425 LF of bituminous overlay from the intersection with Manhattan Point Boulevard to the intersection with Whitefish Avenue.
- **Cool Haven Lane** – Approximately 2,000 LF of bituminous overlay from the intersection with South Landing Road to the end of the city-maintained portion of the street.
- **Wild Wind Ranch Drive** – Approximately 1,415 LF of pavement reclamation, subgrade correction and bituminous paving from the intersection with CSAH 103 to the end of the city-maintained portion of the street.
- **Rushmoor Boulevard** – Approximately 2,690 LF of pavement reclamation and bituminous paving from the intersection with CSAH 16 to the end of the city-maintained portion of each leg of the street.
- **Harbor Lane** – Approximately 1,660 LF of pavement reclamation and bituminous paving from the intersection with CSAH 16 to the beginning of the east-west portion of the street.
- **Birch Narrows Road** – Approximately 3,440 LF of pavement reclamation and bituminous paving from the intersection with CSAH 3 to the end of the city-maintained portion of the street.

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

That the proposed improvements, collectively called Improvement No. 2021-____, be referred to the City Engineer, Dave Reese of Widseth Smith Nolting and Associates, Inc., for study and that that person is instructed to report to the council with all convenient speed advising the council in a preliminary way as to 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.

Adopted by the council this 12th day of November 2020.

David Nevin, Mayor

Michael R. Lyonais, City Administrator



G.2.b.

PROPOSAL # QM20090101-02

To: City of Crosslake, MN

Date: October 16, 2020

From: Jeff Iverson

Valid: 60 days

Page: 1 of 9

Attn: Ted Strand – Public Works Director
John Graupman – Bolton & Menk

Re: Crosslake, MN Lift Station Control Panel Replacements

In Control, Inc. is pleased to provide our proposal for materials and services as part of the project referenced above.

This proposal is based upon a site visit on 8-25-20 with John Graupman and Nate Deshayes where we inspected the following sewage lift station control panels:

- Lift Station A (East Shore)
- Lift Station B (Reeds)
- Lift Station C
- Lift Station D (Seaberg)
- Lift Station E (Channel Liquors)
- Lift Station F (Main)
- Lift Station G (Holiday)

All lift station control panels except for Lift Station F (Main) were inspected to determine the best method to incorporate remote monitoring to the SCADA system located at the WWTF. Remote monitoring for Lift Station F (Main) was provided as part of the 2017 WWTF Improvements Project. Each of the lift station control panels are nearly identical in design and have the following primary features:

- 78"H X 36"W X 12"D Stainless Steel Enclosure with inner door
- Alarm Beacon, Alarm Horn, Portable Generator Receptacle
- Utility Disconnect/Circuit Breaker and Utility Power Meter
- Fiber Optic Internet Service (installed but not used at this time)
- Main & Generator Circuit Breakers, Pump Circuit Breakers, Pump Full Voltage Non Reversing Starters
- Pump overtemp and seal fail relays
- US Filter proprietary pump controller with keypad/display
- US Filter proprietary submersible level transducer
- High and Low Level float switches

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10350 Jamestown Street NE
Blaine, MN 55449

Phone: (763) 783-9500
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After inspection of each lift station control panel the following items were of concern:

- The US Filter proprietary controller “brain” of each control panel that monitors wetwell level and starts/stops each pump is obsolete and no longer available. US Filter went out of business over 15 years ago and replacement parts are not available. The controller does not have communication capabilities to allow direct monitoring of the station from the WWTF SCADA system.
- The US Filter proprietary submersible level transducer is obsolete and no longer available and replacement parts are not available.
- The control panel high voltage components are combined with the low voltage control components in close proximity. Issues related to personnel safety are present.
- Undocumented panel modifications have been made over the years that were necessary to keep each lift station functioning. Troubleshooting problems without adequate documentation is difficult.

Due to the age of each lift station control panel (17 years) and the concerns identified we are recommending replacement of each lift station control panel. The new lift station control panels will be manufactured using readily available “off the shelf” components. Each of the lift station control panels will be of nearly identical design and have the following primary features:

- 66”H X 36”W X 24”D Double Sided Stainless Steel Enclosure with inner doors
 - The panel height includes an 18” Air Gap leg kit with vented skirt
 - The panel width will fit in the same location as the existing control panel reducing overall work to re-route existing utility power and fiber communications.
 - The panel will have a single lockable door on each side.
 - One side will be dedicated to low voltage control components
 - One side will be dedicated to high voltage power components
 - Alarm Beacon (it was requested to remove the alarm horn)
 - Portable Generator Receptacle
 - Utility Disconnect/Circuit Breaker and Utility Power Meter
 - Allen Bradley Programmable Logic Controller and touch screen Operator Interface Terminal
 - Internet Communications monitoring interface to WWTF SCADA system
 - Main & Generator Circuit Breakers, Pump Circuit Breakers, Pump Full Voltage Non Reversing Starters
 - Pump overtemp and seal fail relays
 - Radar Level Transmitter with intrinsic safety barrier
 - High Level Float switch with intrinsic safety barrier. High Level Float switch will cause the station pumping to go into a hardware float backup mode that will function in the event of PLC failure



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Materials and Services Proposed

Item 1 - Professional Engineering

- A. One project manager will be assigned as a primary point of contact through project completion
- B. A project team consisting of up to (3) engineers will be assigned to the project
- C. Engineering review meetings will be conducted on a timely basis as required
- D. Industry best practices, proven control approaches and standardize objects will be implemented in the design, configuration and development of the entire system
- E. Completely new controller configurations will be engineered for this specific project
- F. The entire design will be completed internally with functional testing prior to start up
- G. Complete documentation will be provided

Item 2 - Lift Station Control Panel

We will provide the following Lift Station Control Panel:

- A. Free standing 66"H X 36"W X 24"D Double Sided Enclosure with inner doors
- B. Welded 14 gauge 304 stainless steel
- C. Drip shield
- D. Stainless steel door hardware
- E. Door handle with 3 point latch and provisions for padlock
- F. Door wind catches
- G. Inner doors with the following items assembled on door front:
 - 1. Utility and Portable Generator Circuit Breakers with sliding interlock
 - 2. Pump Circuit Breakers
 - 3. Pilot Lights, Pushbuttons, Selector Switches, Hour Meters
- H. 18" leg kit
- I. Ventilated skirts with bug screens
- J. Doors, sides, top, bottom insulated. Doors to have removable insulation panels for summer operation.
- K. Lifting eyes
- L. Door print pocket
- M. Alarm Light

Item 3 - Lift Station Control Panel Power Components

- A. Utility and Portable Generator Circuit Breakers with mechanical interlock
- B. Generator Receptacle (Verify match with City generator plug)
- C. Three Phase Power Monitor
- D. Power Distribution Blocks
- E. Surge Protection
- F. Pump Circuit Breakers
- G. Pump FVNR Motor Starters with Thermal Overload Protection

Item 4 - Lift Station Control Panel Control Components

- A. Selector Switches, Pilot Lights, Pushbuttons
- B. Run Time Meters
- C. Relays
- D. Circuit Breakers
- E. Timing Relays
- F. Seal Fail/Overtemp (Verify Pump Manufacturer)



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- G. Wiring Terminal Blocks
- H. Fused Terminal Blocks
- I. 120 VAC Surge Protection
- J. Direct Current Power Supply
- K. Exterior Alarm Light
- L. Uninterruptible Power Supply
- M. Intrinsic Safety Barrier (Digital)
- N. Intrinsic Safety Barrier (Analog)
- O. PLC Allen Bradley MicroLogix
- P. PLC Backup Memory Module
- Q. Remote Monitoring Hardware Firewall

Item 5 - Field Equipment (Wet well)

- A. Radar Level Transmitter
- B. High Level Float Switch

Item 6 - Control Panel Layout

- A. Panel Exterior
 - 1. Alarm Light
 - 2. Generator Receptacle
- B. Inner Door Arrangement
 - 1. Power Equipment Side
 - (a) Main and Portable Generator Circuit Breakers
 - (b) Pump Circuit Breakers
 - (c) FVNR Motor Starters Thermal Overload Reset Pushbutton
 - 2. Control Equipment Side
 - (a) Operator Interface Terminal (OIT)
 - (b) Panel Lighting On/Off Selector Switch
 - (c) Three Phase Power Normal Pilot Light
 - (d) Wetwell High Level Float Pilot Light (Float Backup)
 - (e) Float Backup Active Pilot Light
 - (f) Float Backup Reset Pushbutton
 - (g) Pump Hand-Off-Auto Selector Switches
 - (h) Pump Seal Fail Pilot Lights
 - (i) Pump Overtemp Pilot Lights
 - (j) Pump Overtemp Reset Pushbuttons
 - (k) Pump Running Pilot Lights
 - (l) Pump Run Time Meters
- C. Backpanel Arrangement
 - 1. Power Equipment Side
 - (a) Main and Portable Generator Circuit Breakers
 - (b) Power Distribution Blocks
 - (c) Utility Power Monitor Relay and Fuses
 - (d) Power Surge Protector
 - (e) Pump Circuit Breakers
 - (f) Pump FVNR Motor Starters
 - 2. Control Equipment Side
 - (a) Remote Monitoring Hardware Firewall



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- (b) Allen Bradley PLC and I/O Modules
- (c) Control Relays and Timers
- (d) 120 VAC Surge Protection
- (e) DC Power Supply
- (f) Panel Heater
- (g) Intrinsic Safety Barriers
- (h) Circuit Breakers and Fuses

Item 7 - Lift Station Control Panel Operation

A. General Operation

1. Each pump will have a Hand-Off-Auto selector switch. In the Hand position the pump will be required to run. In the Off position the pump will remain off. In the Auto position the pump will start and stop based on PLC control or backup float control.
2. Each pump will have seal fail and overtemp monitoring. If a pump is determined to be in overtemp an alarm will be activated and the pump will be prevented from running. If a pump seal fail is detected an alarm will be activated.
3. Three Phase power will be monitored. In the event of three phase power failure an alarm will be activated and the pumps will be prevented from running.

B. Normal Operation – PLC Control

1. The pumps will be started in a Lead/Lag control scheme. Pumps will be automatically alternated. In the event of a Lead Pump failure the Lag Pump will automatically become the Lead Pump.
2. The lift station pumps will normally be controlled based on level in the wet well. As the level rises above the Start Lead Pump level setpoint for an adjustable time delay the lead pump will be started. If the level in the wet well rises above the Start Lag Pump level setpoint for an adjustable time delay the lag pump will be started. When the level in the wet well drops below the Stop Pumps level setpoint for an adjustable time delay the pump(s) will be stopped.

C. Float Backup Operation

1. If the High Level float switch is activated Pump 1 will be required to run. If the High Level float switch remains activated for a time determined by a hardware timer Pump 2 will be required to run. The pump(s) will remain running until the High Level float is not active for a time determined by a hardware timer.

D. Operator Interface Terminal (OIT)

1. OIT Control
 - (a) Pump Hand-Off-Auto
 - (b) Pump Alternator 1-2/Auto/2-1
 - (c) Low Level Alarm Setpoint and adjustable time delay
 - (d) Stop Pumps Level Alarm Setpoint and adjustable time delay
 - (e) Start Lead Pump Level Setpoint and adjustable time delay
 - (f) Start Lag Pump Level Setpoint and adjustable time delay
 - (g) High Level Alarm Setpoint and adjustable time delay
 - (h) Alarm Enable/Disable for all alarms
 - (i) Adjustable time delays for all alarms
2. OIT Display
 - (a) Pump Status
 - (b) Pump Daily Runtime
 - (c) Pump Total Runtime



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- (d) Pump Daily Number of Starts
 - (e) Pump Total Number of Starts
 - (f) Two Pumps Daily Runtime
 - (g) Two Pumps Total Runtime
 - (h) Two Pumps Daily Number of Starts
 - (i) Two Pumps Total Number of Starts
 - (j) Wetwell Level
 - (k) Wetwell Level Trend
 - (l) Float Switch Status
3. OIT Alarms
- (a) Pump Seal Fail
 - (b) Pump Overtemp
 - (c) Pump Fail To Start
 - (d) Pump Overrun
 - (e) Level Transducer Fail
 - (f) Float Backup Active
 - (g) Utility Power Fail
 - (h) Control Power Fail
 - (i) UPS Power Fail
 - (j) Intrusion Alarm
 - (k) Wetwell Low Level (Transducer)
 - (l) Wetwell High Level (Transducer)
 - (m) Wetwell High Level (Float Switch)
 - (n) Communications Fail

Item 8 - Wastewater Treatment Facility SCADA

All lift station monitoring and alarm items listed above shall be integrated into the existing Wastewater Treatment Facility SCADA system.

Item 9 - PLC Programming

We will provide all PLC programming required to implement the sequence of operation and functionality described above.

Item 10 - Training

In Control will provide training as specified. Training shall occur in coordination with field startup site visits.

Item 11 - Submittals, Drawings, O&M's

- A. Electronic drawings will be drafted and submitted for approval by the Engineer. Drawings will include all products provided by In Control.
- B. As Built drawings will be provided electronically upon shipment of control panels
- C. Final As Started drawings and O&M documents will be provided electronically upon substantial completion.

Item 12 - Demolition and Installation Services

In Control will furnish all Demolition and Installation Services through a licensed electrical contractor that specializes in municipal electrical work.

- A. Coordination with utilities
- B. Concrete work to increase width of existing control panel pads
- C. Removal of existing control panel (to be turned over to Owner)
- D. Installation of new control panel



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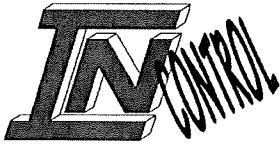
- E. Installation of new radar level transmitter
- F. Installation of new float switch
- G. Provide and install new Service disconnect, utility meter socket, utility power wiring
- H. Re-attach existing fiber optic interface enclosure
- I. Electrical permits as required

Item 13 - Warranty

- A. Standard In Control Terms and Conditions apply, no exceptions/exclusions. The warranty from In Control will be in force for eighteen (18) months after shipment or twelve (12) months from startup.

Item 14 - Non-Disclosure Agreement

- A. All information contained in this document is considered privileged and confidential and is for the sole use by the designated entity/recipient and final Owner. Any disclosure, copying, distribution or other use is strictly prohibited without prior authorization by In Control. Upon the receipt and review of this document the intended entity/recipient is automatically accepting this mutual agreement.
- B. System specifications, locations and access information shall be kept confidential to prevent unauthorized access indefinitely.



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The price for each Lift Station Control Panel as detailed above including installation is \$62,121.00 USD net total excluding sales and use taxes. Freight is included, FOB shipping point. Submittal and Equipment delivery dates will be scheduled to meet project substantial completion date or project milestones when stated.

The individual price for each Lift Station including installation if Qty (6) Lift Station Control Panels are ordered at the same is \$56,577.00 USD for a total of \$339,460.00 USD net total excluding sales and use taxes. Freight is included, FOB shipping point. This represents a total cost savings of \$33,266.00 or \$5,544.00 per lift station control panel. The cost savings is due to volume equipment discounts from our suppliers as well as labor efficiencies.

The pricing above includes concrete work to increase the size of each existing control panel concrete pad. If the City prefers to do the concrete work at each site the price for each station can be reduced by \$450.00 for a total of \$2,700.00.

NOTICE: Due to the current global pandemic and impacts to supply chain, project delays may occur outside of our control.

Thank you in advance for the consideration of our offer and the opportunity to work together. Should you have any questions regarding this proposal, please contact me directly at your convenience. We look forward to hearing from you soon to secure and coordinate this project.

Respectfully,

Jeff Iverson

In Control | Sales & Consulting

Office: (763) 783-9500 Ext. 3001

Mobile: (612) 802-8875

JSilver@in-ctrl.com

ACCEPTANCE: To accept this proposal please return a signed copy with purchase order. Thank you!

Signature: _____

Purchase Order: _____

Print Name: _____

Date: _____

Title: _____ Proposal Number: **QM20090101-02**



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10350 Jamestown Street NE
Blaine, MN 55449
Phone: (763) 783-9500

Standard Terms and Conditions of Sale

These terms and conditions are in effect between the party ("Purchaser") issuing the purchase order ("Order") and IN CONTROL, INC. ("IN CONTROL").

1. **ACCEPTANCE** – Acceptance of this Order will be in writing within thirty (30) days of Order receipt. Acceptance will be based on compliance with the acceptance criteria set forth herein. Upon acceptance, this Order will constitute the entire agreement between IN CONTROL and Purchaser, supersede all prior negotiations, discussions and dealings and may not be modified or rescinded except by a writing signed by both Purchaser and IN CONTROL.
2. **TERMINATION** – If the Purchaser chooses to terminate this Order, the Purchaser will pay to IN CONTROL reasonable and proper cancellation charges, which may include a reasonable and customary profit only on Goods and Services accepted to date of receipt of the notice of cancellation.
3. **ATTORNEY FEES** - If either party commences or is made a party to an action or proceeding to enforce or interpret this Order, the prevailing party in such action or proceeding will be entitled to recover from the other party all reasonable attorneys' fees, costs and expenses incurred in connection with such action or proceeding or any appeal or enforcement of any judgment obtained in any such action or proceeding.
4. **COUNTERPARTS** - This Order may be executed in any number of counterparts, and each such counterpart will be deemed to be an original instrument.
5. **INDEMNIFICATION** - Purchaser will indemnify IN CONTROL and its customers and hold them harmless from and against any and all claims, actions, proceedings, costs, expenses, losses and liability, including all reasonable attorneys' fees, costs and expenses, arising out of or in connection with or relating to any Goods or Services furnished by Seller pursuant to this Order, including without limitation all product liability claims and any claims involving personal injury, death or property damage. The obligations set forth in this Section will survive the termination or fulfillment of this Order.
6. **LIMITATIONS OF LIABILITY** - In no event will IN CONTROL be liable in contract, tort, strict liability, warranty or otherwise, for any special, incidental or consequential damages, such as, but not limited to, delay, disruption, loss of product, loss of anticipated profits or revenue, loss of use of the equipment or system, non-operation or increased expense of operation of other equipment or systems, cost of capital, or cost of purchase or replacement equipment systems or power.
7. **LIQUIDATED DAMAGES** – Unless otherwise agreed to in writing between the Purchaser and IN CONTROL, IN CONTROL will not accept liquidated damages.
8. **NONWAIVER** - The failure by IN CONTROL to enforce at any time, or for any period of time, any of the provisions hereof will not be a waiver of such provisions nor the right of IN CONTROL thereafter to enforce each and every such provision.
9. **PAYMENT TERMS** - The payment terms are net thirty (30) days after invoice date. If an invoice dispute arises, the Purchaser will notify IN CONTROL within ten (10) days of receipt of invoice. The undisputed amount of the invoice will be paid within the payment terms. All reasonable attempts will be made between both parties to resolve the disputed portions of the invoice within the payment terms.
10. **REMEDIES** - Remedies herein reserved to IN CONTROL will be cumulative, and in addition to any other or further remedies provided in law or equity.
11. **TRANSPORTATION** - Unless otherwise specified, all deliveries from IN CONTROL will be F.O.B. factory, freight prepaid.
12. **WARRANTY** - IN CONTROL warrants that the Goods and Services furnished will be of good quality, free from defects in material, design and workmanship will conform to the specifications, drawings, or samples and are suitable for their intended purpose(s). The warranty from IN CONTROL will be in force for eighteen (18) months after shipment or twelve (12) months from startup, whichever is shorter. IN CONTROL reserves the right to terminate warranty should the Purchaser's account be in arrears.



Real People. Real Solutions.

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Mankato, MN 56001-5900

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Fax: (507) 625-4177
Bolton-Menk.com

VIA EMAIL

October 7, 2020

Ted Strand, Public Works Director
City of Crosslake
37028 County Rd. 66
Crosslake, MN 56442-2528
publicwk@crosslake.net

RE: Biosolids Proposal
City of Crosslake, Minnesota
Project No. M25.119925

Dear Ted:

Based on our previous discussions, I am pleased to submit this proposal for Biosolids Handling Improvements.

I. Background

The City of Crosslake currently has limited liquid storage of biosolids. The City is currently disposing of solids by hauling the biosolids multiple times per year to a facility in Pine River that utilizes a reed bed treatment process. The current arrangement has worked well but is facing growing obstacles. The storage volume requires more frequent hauling and creates problems with winter storage limitations as the Pine River facility is also not able to process in the winter. Second and more importantly, the reeds used in the natural treatment process have recently been classified as noxious weeds. This results in much more expensive disposal since the reeds can only be landfilled and have transportation limitations. The process is not officially banned but is essentially being regulated into obsolescence with the noxious weed classification of the reeds.

We have performed a preliminary review of alternatives with City staff including:

- Adding liquid storage tanks;
- Constructing drying beds;
- Constructing reed beds;
- Adding a biosolids dewatering tower.

While all alternatives could be viable, the current preferred alternative is to add the biosolids dewatering tower. This is anticipated to be one of the lower cost alternatives, requires the least property area, and provides a high degree of operational flexibility.

A pilot test was being completed the first week of October 2020 to confirm performance.

The components of the final project are anticipated to include:

- Dewatering tower;
- Drain lift station;
- Feed pump station;
- Polymer feed system;
- Chemical building;
- Site layout and drainage;
- Road access for trucks;
- Electrical and SCADA upgrades.

II. Schedule

We would begin the biosolids design immediately upon council approval and positive pilot testing results. It is understood bidding and construction may be delayed pending financing for this project. The schedule below is based upon the project proceeded without delay for reference.

A full schedule is as follows:

- City Approval October 2020
- Design Improvements November 2020- January 2021
- MPCA Plan Review January-February 2021
- Bid Improvements March-April 2021
- Construction May 2021-April 2022

III. Engineering Scope

The engineering costs related to the proposed improvements are presented in the following table. The scope of this proposal is for pilot testing, and design services thru the bidding of the project. Construction may be delayed, and construction services scope would be determined once the project is bid. Specifically, the project design scope includes:

Engineering Costs		
Biosolids Improvements – City of Crosslake, Minnesota		
Task 1 – Design		\$79,350
	• Final design and preparation of contract documents	
	• Structural engineering	
	• Electrical engineering	
	• Mechanical engineering	
	• Process and civil engineering	
	• Review meetings	
	• Staff review at 50%, 80% and final	
Task 2 – Bidding		\$8,400
	• Advertising and plan distribution	
	• Contractor questions and addendums	
TOTAL ENGINEERING COSTS		\$87,750

Ted Strand
City of Crosslake
October 7, 2020
Page 3

Tasks 1 and 2 would be billed as lump sum fees. Due to the nature of construction and the possibility of unforeseen conditions and schedules, we would propose an estimated hourly fee for construction related services with scope to be determined once the project is bid.

While the final scope of the project may change, the proposed work is budgeted for a construction cost range of \$1.0-\$1.5 million.

We appreciate this opportunity to assist the City of Crosslake with the identified WWTP improvements. If you or the Council should have any questions, please feel free to contact me at (507) 380-0433.

Sincerely,

Bolton & Menk, Inc.



John Graupman, P.E.
Principal Environmental Engineer

JG:bjja

cc: Phil Martin – Bolton & Menk, Inc.



**BOLTON
& MENK**

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G. 2. d.
1960 Premier Drive
Mankato, MN 56001-5900

Ph: (507) 625-4171
Fax: (507) 625-4177
Bolton-Menk.com

VIA EMAIL

October 7, 2020

Ted Strand, Public Works Director
City of Crosslake
37028 County Rd. 66
Crosslake, MN 56442-2528
publicwk@crosslake.net

RE: Clarifier Rehabilitation Proposal
City of Crosslake, Minnesota
Project No. M25.119925

Dear Ted:

Based on our previous discussions, I am pleased to submit this proposal for Clarifier Rehabilitation.

I. Background

The city's wastewater treatment facility was originally constructed in 2001-2002. The main facility is 18 years old. While most major components can be maintained by staff, the clarifier mechanisms are not easily maintained. The clarifier mechanisms are located in two (2) concrete tanks, 12-ft. in depth and 18-ft. in diameter. The mechanisms have few moving wear parts and generally fail with corrosion. The current clarifier arrangement also limits the treatment efficiency due to short-circuiting of flow. The useful life of any wastewater equipment, particularly submerged equipment, is 20-years, so the clarifier equipment has effectively reached this life. The concrete tanks typically have an effective life of 40-60 years or longer and are still in decent condition. We have reviewed options to rehab or replace the mechanisms and have determined replacement would be the best option as it would both extend life and improve performance. Additionally, stainless steel has been more cost effective in the last year and could result in an effective life of 40 years or more.

The work components of the clarifier project include:

- Removal and replacement of roof and ceiling to allow crane access;
- Replace shingle roof system with steel roofing on the entire building;
- Removal of existing rim feed mechanisms including scraper arms, drive shaft, deck and weirs;
- Installation of new center feed mechanism with scraper arms, drive shaft, deck and weirs;
- Modification of piping within the tank to fit new mechanism and scum removal system;
- Replace lighting in area with LED lights.

II. Schedule

A full schedule is as follows:

- City Approval October 2020
- Design Improvements November 2020-January 2021
- MPCA Review February-March 2021
- Bid Improvements March-April 2021
- Construction May 2021-April 2022

III. Engineering Scope

The engineering costs related to the proposed improvements are presented in the following table. The scope of this proposal is for design services thru the bidding of the project. Construction related service scope and fees would be determined after bidding. Specifically, the project design scope includes:

Engineering Costs		
Clarifier Rehabilitation - City of Crosslake, Minnesota		
Task 1 – Design		\$39,350
	• Final design and preparation of contract documents	
	• Structural engineering	
	• Electrical engineering	
	• Process and civil engineering	
	• Review meetings	
	• Staff review at 50%, 80% and final	
Task 2 – Bidding		\$5,960
	• Advertising and plan distribution	
	• Contractor questions and addendums	
TOTAL ENGINEERING COSTS		\$45,310

Tasks 1 and 2 would be billed as lump sum fees. Due to the nature of construction and the possibility of unforeseen conditions and schedules, we would propose an estimated hourly fee for bidding construction related services with scope to be determined after bidding.

While the final scope of the project may change, the proposed work is budgeted for a construction cost range of \$350,000-450,000.

We appreciate this opportunity to assist the City of Crosslake with the identified WWTP improvements. If you or the Council should have any questions, please feel free to contact me at (507) 380-0433.

Sincerely,

Bolton & Menk, Inc.



John Graupman, P.E.
Principal Environmental Engineer

cc: Phil Martin – Bolton & Menk, Inc.