

**AGENDA
REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, FEBRUARY 13, 2023
7:00 P.M. – CITY HALL**

A. CALL TO ORDER

1. Pledge of Allegiance
2. Approval of Additions to the Agenda

B. PUBLIC FORUM - Action may or may not be taken on any issues raised. If Council requires more information or time for consideration, the issues will be placed on the agenda of the next regular council meeting. Speaker must state their name and address. At the discretion of the mayor, 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. Public Information Meeting Minutes of December 12, 2022
2. Regular Council Meeting Minutes of December 12, 2022
3. Regular Council Meeting Minutes of January 9, 2023
4. Special Council Meeting Minutes of January 25, 2023
5. Unadjusted Draft: 01.31.2023 Month End Revenue Report
6. Unadjusted Draft: 01.31.2023 Month End Expenditures Report
7. Police Report for Crosslake – January 2023
8. Police Report for Mission Township – January 2023
9. Fire Department Report – January 2023
10. North Ambulance Run Report –December 2022
11. Planning and Zoning Monthly Statistics
12. Planning and Zoning Commission Meeting Minutes of December 16, 2022
13. Public Works Commission Meeting Minutes of December 5, 2022
14. Economic Development Authority Meeting Minutes of October 5, 2022
15. Waste Management Annual Recycling Report for 2022
16. Waste Partners Recycling Reports for December 2022
17. Charitable Gambling Contributions Reports from Crosslake Ideal Lions, Crosslake Fifty Lakes American Legion Post 500, and Merrifield Marathons for 2022
18. Resolution Approving 2 - LG230 Applications to Conduct Off-Site Gambling from Northern Lakes Youth Hockey Association
19. Bills for Approval

D. MAYOR’S AND COUNCIL MEMBERS’ REPORT

1. Mike Fish – Short Term Rental Solutions and Draft Ordinance from Staff
2. Tim Bray – CSAH 3/66 Intersection Improvements
3. Discuss New Property for Housing Development
4. Memo dated February 13, 2023 from Mayor Nevin Re: Commission Appointment
(**Council Action-Motion**)

5. Resolution Accepting Donations (Council Action-Motion)
6. Donation Request from Emily Food Shelf (Council Action-Motion)
7. Ordinance Amending Chapter 2, Article VI Boards and Commissions, Public Safety Commission, Change in Membership (Council Action-Motion)
8. Discuss Fire Chief Wages

E. CITY ADMINISTRATOR'S REPORT

1. Memo dated February 7, 2023 from City Clerk Re: Cemetery Lot (Council Action-Motion)
2. LMCIT – Liability Coverage – Waiver Form (Council Action-Motion)

F. COMMISSION REPORTS

1. ECONOMIC DEVELOPMENT AUTHORITY
 - a. Dean Fitch – Update from Economic Development Authority
2. PLANNING AND ZONING
 - a. Memo dated February 13, 2023 from Peter Gansen Re: Highway 103 Storage Final Plat (Council Action-Motion)
 - b. Memo dated February 8, 2023 from TJ Graumann to Accept Cash in Lieu of Land for Highway 103 Storage Subdivision (Council Action-Motion)
3. PUBLIC WORKS/SEWER/CEMETERY
 - a. Pay Applications No. 5 from Rice Lake Construction Group for Clarifier Improvements (Council Action-Motion)
 - b. Letter dated January 11, 2023 from Phil Martin Re: CSAH 66 Sanitary Sewer Extension Change Orders
 1. Change Order #2 Addressing Sanitary Sewer Service Pipe Upsize, Catch Basin Replacement at the Firehall, Added Traffic Control Signs, and Eroded Soil Clean Up (Council Action-Motion)
 2. Change Order #3 Addressing Extra Work to Remove and Dispose of Debris at the Simonson Storm Pond Area and the Placement of Riprap on the Pond Slopes (Council Action-Motion)
 3. Change Order #4 Addressing Sidewalk Replacement as a Result of the County Expansion of Curb and Gutter Replacement (Council Action-Motion)
4. PARK AND RECREATION/LIBRARY
 - a. Memo dated February 6, 2023 from TJ Graumann Re: Surplus Items (Council Action-Motion)
 - b. Quote for Kubota Utility Vehicle (Council Action-Motion)
 - c. Park Maintenance Building Update

G. PUBLIC FORUM - Action may or may not be taken on any issues raised. If Council requires more information or time for consideration, the issues will be placed on the agenda of the next regular council meeting. Speaker must state their name and

address. At the discretion of the mayor, each speaker is given a three-minute time limit.

H. NEW BUSINESS

I. OLD BUSINESS

J. CITY ATTORNEY REPORT

K. ADJOURN

C. 1.

PUBLIC INFORMATION MEETING
CITY OF CROSSLAKE
2022 TAX LEVY COLLECTIBLE IN 2023
MONDAY, DECEMBER 12, 2022
6:00 P.M. – CITY HALL

The Council for the City of Crosslake held a Public Information Meeting on December 12, 2022. The following Council Members were present: Mayor Dave Nevin, Dave Schrupp, Marcia Seibert-Volz, and Aaron Herzog. John Andrews participated via Zoom. Also present were City Administrator Mike Lyonais, City Clerk Char Nelson, Public Works Director Pat Wehner, Park and Recreation Director TJ Graumann, Planning and Zoning Administrator Pete Gansen, Fire Chief Chip Lohmiller, and Police Chief Erik Lee. Echo Publishing Reporter Nancy Vogt attended via Zoom. There were approximately twenty audience members on Zoom and in City Hall.

Mayor Nevin called the meeting to order at 6:00 P.M. and turned the meeting over to Mike Lyonais. Mr. Lyonais reported that the purpose of the meeting was to take public comment and answer questions regarding the 2023 Budget and Proposed Tax Levy.

Tom Swenson of 35533 Sand Pointe Drive addressed the Council and stated there were no handouts for the audience to look at. Mike Lyonais replied that there were packets on the front table for anyone that wanted one.

Mark Lindner of 16543 Pine Lure Drive addressed the Council and stated that property values went up this year, so the City should keep the tax rate down in order to keep taxes down.

Dave Nevin stated that the City's levy increased 9% and inflation was also up 9%. Mike Lyonais reviewed the new bond issues and how those affected the levy.

Warren Stock of 13421 Island View Lane addressed the Council and noted that the Council voted 3/2 to not assess the sewer extension project. Mr. Stock asked the Council how he benefitted from the project because his property was not located in the project area. Dave Nevin replied that everyone benefits from clean lake water. A lengthy discussion ensued with Mr. Stock regarding assessments and the amount of the bonds for the project.

John Steele of 12805 Manhattan Point Boulevard addressed the Council with a copy of his 2023 Proposed Property Tax statement and stated that he is losing \$10,000 in homestead credit because his value is more than \$400,000. Mr. Steele asked what the special assessment was that increased 300%. Mike Lyonais replied that the sheet Mr. Steele was referring to was a new report that the County included with the Proposed Property Tax statements that referenced the entire County, not each property owner. Mr. Lyonais added that the only new assessments in Crosslake were for 3 road projects that were completed over the summer and only the property owners on those roads were assessed.

Karen Frederick of 37689 Moen Beach Trail stated that her market value increased 82% so she lost the homestead credit on her property. The County told Ms. Frederick that the increase was based on nearby property sales.

Mike Lyonais reported that at the end of 2021, the balance on outstanding bonds was \$5,100,000 and at the end of 2022 it is \$8,179,000.

Marcia Seibert-Volz stated that the State regulates how the County determines the market values of properties, but the City Council could help decrease taxes by reducing the budget.

Mayor Nevin asked for any more public comments. No one came forward. MOTION 12SP2-01-22 WAS MADE BY DAVE SCHRUPP AND SECONDED BY AARON HERZOG TO CLOSE THE PUBLIC COMMENT PERIOD. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

Mike Lyonais gave a recap of the proposed budget. Marcia Seibert-Volz stated that there were unnecessary things in the budget and she wanted it reduced. Aaron Herzog asked where the budget could be cut and added that in order to make a difference to anyone's taxes, the budget would need to decrease by \$1,000,000. Marcia Seibert-Volz stated that the budget includes two fulltime administrative staff, which are not necessary and that the Police Assigned Fund Balance is \$120,000 and questioned why the City should levy more for the Police Department.

Mike Lyonais stated that the City Council voted to move forward with the staffing proposal. Police Chief Erik Lee asked where Ms. Seibert-Volz would like to cut the Police Department budget. Ms. Seibert-Volz asked Chief Lee what he could cut. Chief Lee replied that what he needs is in the budget. Ms. Seibert-Volz stated that the Police Assigned Fund Balance was \$120,000 last year also and that it is not being used. Mike Lyonais reviewed the replacement schedule of squad cars and noted that each year the City levies extra funds so that two squads can be purchased every fifth year. Ms. Seibert-Volz suggested replacing squads every six years. Chief Lee stated that repair costs will increase.

MOTION 12SP2-02-22 WAS MADE BY JOHN ANDREWS AND SECONDED BY DAVE SCHRUPP TO APPROVE THE 2023 BUDGET AS PRESENTED. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED 4-1 WITH SEIBERT-VOLZ OPPOSED.

MOTION 12SP2-03-22 WAS MADE BY JOHN ANDREWS AND SECONDED BY DAVE SCHRUPP TO APPROVE RESOLUTION NO. 22-39 APPROVING FINAL 2022 TAX LEVY COLLECTIBLE IN 2023. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

There being no further business at 7:10 P.M., MOTION 12SP2-04-22 WAS MADE BY AARON HERZOG AND SECONDED BY DAVE NEVIN TO ADJOURN THE MEETING. MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,

Charlene Nelson
City Clerk

C.2.

**REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, DECEMBER 12, 2022
7:00 P.M. – CITY HALL**

The Crosslake City Council held the Regular Council Meeting on Monday, December 12, 2022 in City Hall. The following Council Members were present: Mayor Dave Nevin, Marcia Seibert-Volz, Dave Schrupp, and Aaron Herzog. John Andrews participated via Zoom. Also in attendance were City Administrator Mike Lyonais, City Clerk Char Nelson, Park Director TJ Graumann, Public Works Director Patrick Wehner, Zoning Administrator Pete Gansen, Fire Chief Chip Lohmiller, Police Chief Erik Lee, City Attorney Brad Person, City Engineer Phil Martin, Council Elect Jackson Purfeerst and Council Elect Sandy Farder. Northland Press Reporter Paul Boblett and Echo Publishing Reporter Nancy Vogt attended via Zoom. There were approximately thirty audience members in City Hall and on Zoom.

- A. CALL TO ORDER** – Mayor Nevin called the Regular Council Meeting to order at 7:15 P.M. The Pledge of Allegiance was recited. The Mayor read the list of additions to the agenda. MOTION 12R-01-22 WAS MADE BY AARON HERZOG AND SECONDED BY DAVE SCHRUPP TO APPROVE THE ADDITIONS TO THE AGENDA. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

Police Chief Erik Lee introduced Officer Patrick Martin as the newest member to the department.

- B. PUBLIC FORUM** – None.

- C. CONSENT CALENDAR** – Marcia Seibert-Volz asked that items C.3. Unadjusted Draft: 11.30.22 Month End Revenue Report, C.4. Unadjusted Draft: 11.30.22 Month End Expenditures Report, and C.21. Additional Bills for Approval be pulled from the consent calendar. MOTION 12R-02-22 WAS MADE BY DAVE SCHRUPP AND SECONDED BY AARON HERZOG TO APPROVE THE REMAINING ITEMS ON THE CONSENT CALENDAR:

1. Regular Council Meeting Minutes of November 14, 2022
2. Special Council Budget Meeting Minutes of November 28, 2022
3. *Removed*
4. *Removed*
5. Unadjusted Draft: 11.30.2022 Balance Sheet
6. Memo dated December 12, 2022 from City Administrator Re: Tax Increment Financing Reimbursement
7. Police Report for Crosslake – November 2022
8. Police Report for Mission Township – November 2022
9. Fire Department Report – November 2022
10. North Memorial Ambulance Run Report – November 2022
11. Public Safety Commission Meeting Minutes of October 5, 2022
12. Planning and Zoning Monthly Statistics
13. Planning and Zoning Meeting Minutes of September 23, 2022
14. Parks, Recreation & Library Annual Report 2022

15. Crosslake Parks, Recreation & Library Commission Meeting Minutes of October 26, 2022
16. Agreement for Kitchigami Library System Services Through the Crosslake Area Library for 2023
17. Public Works Commission Meeting Minutes of November 9, 2022
18. Crosslake Economic Development Authority Meeting Minutes of October 5, 2022
19. Waste Partners Recycling Reports for October 2022
20. Bills for Approval in the Amount of \$74,523.92
21. *Removed*

ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

MOTION 12R-03-22 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY AARON HERZOG TO TRANSFER \$306,826.61 FROM THE SEWER OPERATING FUND AS LISTED IN THE MONTH END REVENUE REPORT DATED 11.30.22. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

Marcia Seibert-Volz asked about the \$33,015.36 bill from Grand Forks Fire Equipment on the Additional Bills for Approval. Char Nelson replied that the Firehouse Subs Grant was reimbursing the City for the purchase, as stated on the list of bills.

MOTION 12R-04-22 WAS MADE BY AARON HERZOG AND SECONDED BY DAVE SCHRUPP TO APPROVE ITEMS C.3. UNADJUSTED DRAFT: 11.30.22 MONTH END REVENUE REPORT, C.4. UNADJUSTED DRAFT: 11.30.22 MONTH END EXPENDITURES REPORT, AND C.21 ADDITIONAL BILLS FOR APPROVAL IN THE AMOUNT OF \$ 52,857.21. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

D. MAYOR’S AND COUNCIL MEMBERS’ REPORT – Aaron Herzog requested that the Council discuss the wages for the Fire Chief, noting that he has not received a raise in a few years. John Andrews stated that he believes the Fire Chief is underpaid but would like more information. Mike Lyonais and Aaron Herzog will work together and bring a proposal to the Council in January.

1. MOTION 12R-05-22 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO APPROVE RESOLUTION NO. 22-36 ACCEPTING DONATIONS FROM CROSSLAKE FIREFIGHTERS RELIEF ASSOCIATION IN THE AMOUNT OF \$2,600.00 FOR PERSONAL SINGLE GAS DETECTORS, FROM CROSSLAKE FIREFIGHTERS RELIEF ASSOCIATION IN THE AMOUNT OF \$1,715.47 FOR CHAINSAW FOR LADDER 1, FROM ANONYMOUS DONOR IN THE AMOUNT OF \$200.00 FOR THE PARK AND RECREATION DEPARTMENT, AND FROM PAL FOUNDATION IN THE AMOUNT OF \$138.12 FOR THE HALLOWEEN PARTY. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

2. John Grothe of the Crosslakers addressed the Council and stated that the County held an Open House on November 29th regarding the intersection improvements at CSAH 3/66

and that the County presented a design for vehicular traffic only, not pedestrians. Mr. Grothe stated that sidewalks and crosswalks for the remainder of the project should be designed at the same time as the intersection is designed. Mr. Grothe provided a written letter to the Council from the Crosslakers regarding the issue. Dave Nevin replied that everyone is concerned about the pedestrians. Pat Netko, member of the Crosslakers, stated that John Grothe should be on the County's Project Management Team. MOTION 12R-06-22 WAS MADE BY DAVE NEVIN AND SECONDED BY JOHN ANDREWS TO REQUEST THAT THE COUNTY ADD JOHN GROTHE TO THEIR PROJECT MANAGEMENT TEAM. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

3. Cindy Myogeto of the Chamber gave an update on Winterfest which will take place February 2-4. MOTION 12R-07-22 WAS MADE BY DAVE SCHRUPP AND SECONDED BY AARON HERZOG TO APPROVE THE SERVING OF SOUP ON FEBRUARY 4, 2023 FOR WINTERFEST. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

Cindy Myogeto reported that there would be fireworks the evening of February 3rd at the Community Center at 9pm. MOTION 12R-08-22 WAS MADE BY DAVE SCHRUPP AND SECONDED BY AARON HERZOG TO APPROVE THE APPLICATION / PERMIT FOR OUTDOOR PUBLIC FIREWORKS DISPLAY FROM NORTH STAR FIREWORKS FOR FEBRUARY 3, 2023. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

4. Mayor Nevin presented Service Recognition Awards to Council Members Dave Schrupp and John Andrews, whose terms will end 12/31/22.

E. CITY ADMINISTRATOR'S REPORT

1. MOTION 12R-09-22 WAS MADE BY DAVE SCHRUPP AND SECONDED BY AARON HERZOG TO APPROVE THE MASTER SERVICES AGREEMENT FOR PROFESSIONAL SERVICES WITH CLIFTON LARSON ALLEN LLP. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
2. MOTION 12R-10-22 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY AARON HERZOG TO APPROVE THE STATEMENT OF WORK FOR AUDIT SERVICES FROM CLIFTON LARSON ALLEN LLP. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
3. MOTION 12R-11-22 WAS MADE BY DAVE SCHRUPP AND SECONDED BY AARON HERZOG TO APPROVE RESOLUTION NO. 22-37 ESTABLISHING POLLING PLACE. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
4. MOTION 12R-12-22 WAS MADE BY AARON HERZOG AND SECONDED BY DAVE SCHRUPP TO APPROVE RESOLUTION NO. 22-38 APPROVING WASTE

HAULER LICENSES FOR 2023. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

5. MOTION 12R-13-22 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO APPROVE THE ON SALE AND SPECIAL SUNDAY LIQUOR LICENSE FOR OX LAKE TAVERN LLC EFFECTIVE 12/1/22. Char Nelson noted that the background checks of the partners came back clear and all paperwork has been submitted. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
6. MOTION 12R-14-22 WAS MADE BY DAVE SCHRUPP AND SECONDED BY JOHN ANDREWS TO APPROVE THE PAYMENT OF BILLS FROM DECEMBER 12 THROUGH DECEMBER 31, 2022 WITH RETRO APPROVAL AT THE JANUARY 2023 COUNCIL MEETING. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

F. COMMISSION REPORTS

1. ECONOMIC DEVELOPMENT AUTHORITY – None.

2. PARK AND RECREATION/LIBRARY

- a. MOTION 12R-15-22 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY DAVE SCHRUPP TO ACCEPT CASH IN LIEU OF LAND IN THE AMOUNT OF \$3,000 FOR THE MCGRATH SUBDIVISION OF PARCEL ID #14280552. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
- b. MOTION 12R-16-22 WAS MADE BY AARON HERZOG AND SECONDED BY MARCIA SEIBERT-VOLZ TO APPROVE CHANGES TO THE PARK AND RECREATION FEE SCHEDULE EFFECTIVE 1/1/2023 AS PRESENTED. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
- c. MOTION 12R-17-22 WAS MADE BY DAVE SCHRUPP AND SECONDED BY MARCIA SEIBERT-VOLZ TO ESTABLISH A HOCKEY RINK COMMITTEE THAT WOULD GATHER INFORMATION AND MAKE A RECOMMENDATION TO THE COUNCIL ON A HOCKEY RINK IMPROVEMENT PLAN. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

3. PUBLIC SAFETY

- a. MOTION 12R-18-22 WAS MADE BY AARON HERZOG AND SECONDED BY DAVE SCHRUPP TO MOVE PART-TIME OFFICER PATRICK MARTIN TO FULL-TIME OFFICER EFFECTIVE 12/12/22 AT STEP 1 OF THE TEAMSTERS UNION CONTRACT WAGE SCALE. Chief Lee stated that after Officer Martin's 6-month probation and satisfactory evaluation, he will request that the Council move

him to Step 3 of the union contract wage scale. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

- b. Aaron Herzog gave a brief summary of the Public Safety Meeting draft minutes of 12/7/22.

The City Council was in favor of the recommendation from the Public Safety Commission to form a subcommittee which would include the Public Safety Liaison (Kevin Lee), Council Liaison to the Fire Department (Aaron Herzog), State Fire Marshal Division Fire Safety Specialist, MnHIRE Representative, members of the Fire Department, and the Fire Chief to look at the current Fire Department Model and what best fits the needs of the community and public safety. Marcia Seibert-Volz volunteered to be on the committee as well.

The Public Safety Commission made a recommendation to the Council in favor of a single-lane roundabout at the intersection of 3 and 66.

Aaron Herzog reported that he will be attending Emergency Management Training at Crow Wing County which introduces elected officials to the important roles they play in preparing for, responding to, and recovering from incidents, both natural and manmade. All elected officials are welcome to attend.

Chief Lohmiller reported that Crosslake Fire Department was selected as one of two fire departments in the country to participate in the Wildland Urban Interface Chiefs Guide Mentorship Pilot Program. Fire Chiefs from around the country came to Crosslake to help develop a Wildland Program, including planning, response, mitigation and recovery.

4. PLANNING AND ZONING

- a. Zoning Administrator Pete Gansen reported that Moonlite Bay Restaurant applied for a permit to install a lift system/hill hiker which will connect to the existing sidewalk/trail system within the CSAH 66 right-of-way. The intent of the lift system is to be used by Moonlite Bay's guests needing access from a dock system up the slope to the sidewalk. Lift systems are allowed in City Code however, due to the proximity to CSAH 66 right-of-way additional liability considerations must be addressed prior to permit approval. The County reviewed the project and has no concerns but will transfer all liability to the City. The City will transfer all liability to Moonlite Bay. Attorney Person stated that the attached agreement will release the City from liability regarding any issues with the lift system. MOTION 12R-19-22 WAS MADE BY DAVE NEVIN AND SECONDED BY DAVE SCHRUPP TO AUTHORIZE THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE TRAIL AGREEMENT ADDENDUM NUMBER 1 WITH CROW WING COUNTY AND TO AUTHORIZE THE MAYOR AND CITY CLERK TO EXECUTE EASEMENT AGREEMENT BETWEEN THE CITY OF CROSSLAKE AND MOONLITE BAY LLC, REQUIRING MOONLITE BAY TO ACCEPT ALL LIABILITY FOR A LIFT SYSTEM FROM THEIR DOCK UP THE HILL TO THE

CSAH 66 RIGHT-OF-WAY. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

- b. Pete Gansen reported that Crow Wing County is considering repealing the Public Health Ordinance which would effectively end the County's regulation of Short-Term Rentals in Crosslake. Mr. Gansen will keep the Council informed with any information he receives.
- c. MOTION 12R-20-22 WAS MADE BY DAVE NEVIN AND SECONDED BY AARON HERZOG TO DIRECT STAFF TO BRING THE PLANNING AND ZONING FEE SCHEDULE TO THE PLANNING AND ZONING COMMISSION FOR A RECOMMENDATION FOR FEE CHANGES. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

5. PUBLIC WORKS/SEWER/CEMETERY

- a. MOTION 12R-21-22 WAS MADE BY DAVE NEVIN AND SECONDED BY JOHN ANDREWS TO DECLARE THE ITEMS LISTED IN MEMO DATED DECEMBER 8, 2022 FROM PATRICK WEHNER AS SURPLUS AND APPROVE THEIR SALE. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
- b. MOTION 12R-22-22 WAS MADE BY DAVE NEVIN AND SECONDED BY MARCIA SEIBERT-VOLZ TO TABLE ACTION ON INSTALLING PERMANENT SECURITY GLASS AT THE ADMINISTRATIVE AND PLANNING AND ZONING COUNTERS IN CITY HALL. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
- c. Included in the packet was a recommendation from the Public Works Commission that the Council compromise with Casper Construction to allow one day of construction delay for traffic interference.
- d. Phil Martin handed out information regarding the sewer extension project and a draft response to Casper Construction on liquidated damages. Mr. Martin stated that he needs consent from the Council to send the letter and noted that the Public Works Commission was in favor of the draft proposal. Mr. Martin stated that most of the delays came from the County's request to add curb and gutter to the east side of CSAH 66. Mr. Martin stated that staff met with Casper Construction and discussed delays due to traffic and Bolton & Menk agreed that 21 extra days were reasonable, while Casper Construction asked for 28 days. This left 7 days in question. Mr. Martin thinks that the two parties would be able to compromise with 1 additional day to break even to avoid legal fees and liquidated damages. MOTION 12R-23-22 WAS MADE BY DAVE SCHRUPP AND SECONDED BY JOHN ANDREWS TO APPROVE THE RESPONSE FROM BOLTON & MENK TO CASPER CONSTRUCTION REGARDING EXTRA TIME CLAIMS ON SEWER EXTENSION PROJECT. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED 4-1 WITH NEVIN OPPOSED.

G. PUBLIC FORUM – Bob Perkins of 35333 County Road 37 thanked John Andrews and Dave Schrupp for their service and support to the community and committees. Mr. Perkins asked that a Council liaison be appointed to the Crosslakers next year.

Pat Netko of 36084 County Road 66 thanked Dave Schrupp and John Andrews for their service to the community. Ms. Netko asked Aaron Herzog to reread the motion from the Public Safety Commission regarding their support of a roundabout at the intersection of 3 and 66, noting that nothing was said about the safety of pedestrians. Mr. Herzog reread the motion.

H. CITY ATTORNEY REPORT – None.

I. NEW BUSINESS – None.

J. OLD BUSINESS – MOTION 12R-24-22 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY DAVE NEVIN TO RESCIND THE MOTION THAT ADDED A LEAD OPERATOR POSITION IN THE SEWER DEPARTMENT BECAUSE THE UNION EMPLOYEES WERE NOT IN FAVOR OF IT. Mike Lyonais stated that the AFSCME Union has not come to the City to request that the position be eliminated. Aaron Herzog stated that the Council acted in good faith when the position was created in response to a request from the union. Dave Schrupp stated that the Council was in favor of this staffing model and approved it. Mike Lyonais questioned whether the union as an organization asked that the Council rescind their motion. Marcia Seibert-Volz stated that they did not. ROLL CALL VOTE WAS TAKEN AND MOTION FAILED 2-3 WITH HERZOG, SCHRUPP AND ANDREWS OPPOSED.

K. ADJOURN – MOTION 12R-25-22 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO ADJOURN THE MEETING AT 8:50 P.M. MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,

Charlene Nelson
City Clerk

C.3.

**REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, JANUARY 9, 2023
7:00 P.M. – CITY HALL**

The Crosslake City Council held the Regular Council Meeting on Monday, January 9, 2023 in City Hall. The following Council Members were present: Mayor Dave Nevin, Jackson Purfeerst, Marcia Seibert-Volz, Sandy Farder, and Aaron Herzog. Also in attendance were City Administrator Mike Lyonais, City Clerk Char Nelson, Park Director TJ Graumann, Public Works Director Patrick Wehner, Zoning Administrator Pete Gansen, Police Sergeant Jake Maier, Fire Chief Chip Lohmiller, City Attorney Brad Person, and City Engineer Phil Martin. Northland Press Reporter Paul Boblett and Echo Publishing Reporter Nancy Vogt attended via Zoom. There were approximately thirty-five audience members in City Hall and on Zoom.

- 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, Council Member Farder and Council Member Purfeerst took their oaths of office and received their Certificates of Election.

The Mayor read the list of additions to the agenda. MOTION 01R-01-23 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY SANDY FARDER TO APPROVE THE ADDITIONS TO THE AGENDA. MOTION CARRIED WITH ALL AYES.

- B. PUBLIC FORUM** – Warren Stock of 13421 Island View Lane thanked the Council for the work they do and thanked staff for taking the time to speak with him earlier in the day. Mr. Stock noted that the City has over \$9M in bonds. Mr. Stock asked the Council to consider adopting a “pay as you go” approach in the first quarter of 2023 for capital expenditures and projects, rather than bonding.

C. ORGANIZATIONAL MEETING APPOINTMENTS

1. MOTION 01R-02-23 WAS MADE BY AARON HERZOG AND SECONDED BY JACKSON PURFEERST TO DESIGNATE MARCIA SEIBERT-VOLZ AS ACTING MAYOR. MOTION CARRIED WITH ALL AYES.
2. MOTION 01R-03-23 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY SANDY FARDER TO APPOINT THE MAYOR AND CITY ADMINISTRATOR AS EX-OFFICIOS TO THE FIRE RELIEF ASSOCIATION. MOTION CARRIED WITH ALL AYES.
3. MOTION 01R-04-23 WAS MADE BY JACKSON PURFEERST AND SECONDED BY SANDY FARDER TO APPROVE THE SCHEDULE OF REGULAR CITY COUNCIL MEETINGS ON THE 2ND MONDAY ON THE MONTH AT 7:00 P.M. MOTION CARRIED WITH ALL AYES.
4. MOTION 01R-05-23 WAS MADE BY AARON HERZOG AND SECONDED BY SANDY FARDER APPOINT PINE AND LAKES ECHO JOURNAL AND

NORTHLAND PRESS AS THE CITY'S OFFICIAL NEWSPAPERS. MOTION CARRIED WITH ALL AYES.

5. MOTION 01R-06-23 WAS MADE BY JACKSON PURFEERST AND SECONDED BY MARCIA SEIBERT-VOLZ TO APPOINT BREEN & PERSON FOR CIVIL LEGAL SERVICES, JOHNSON KILLEN & SEILER FOR LABOR LEGAL SERVICES, CROW WING COUNTY ATTORNEY FOR PROSECUTING SERVICES, TAFT LAW FOR BOND COUNSEL AND DAVID DROWN ASSOCIATES FOR BOND ADVISOR. MOTION CARRIED WITH ALL AYES.
6. MOTION 01R-07-23 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY AARON HERZOG TO APPOINT BOLTON & MENK AS CITY ENGINEER. MOTION CARRIED WITH ALL AYES.
7. MOTION 01R-08-23 WAS MADE BY AARON HERZOG AND SECONDED BY SANDY FARDER TO APPROVE FRANDSEN BANK AND 4M FUND AS OFFICIAL DEPOSITORIES. MOTION CARRIED WITH ALL AYES.
8. MOTION 01R-09-23 WAS MADE BY SANDY FARDER AND SECONDED BY JACKSON PURFEERST TO DESIGNATE THE MAYOR, ACTING MAYOR, CITY ADMINISTRATOR, AND CITY CLERK AS SIGNATORIES ON CITY CHECKING AND SAVINGS ACCOUNTS. MOTION CARRIED WITH ALL AYES.
9. MOTION 01R-10-23 WAS MADE BY JACKSON PURFEERST AND SECONDED BY SANDY FARDER TO DESIGNATE THE MAYOR, ACTING MAYOR, CITY ADMINISTRATOR, AND CITY CLERK AS ELECTRONIC FUND TRANSFER DELEGATES. MOTION CARRIED WITH ALL AYES.
10. MOTION 01R-11-23 WAS MADE BY SANDY FARDER AND SECONDED BY MARCIA SEIBERT-VOLZ TO APPROVE THE FOLLOWING APPOINTMENTS: JEROME VOLZ TO 2ND 3-YEAR TERM ON PLANNING AND ZONING COMMISSION, KRISTIN GRAHAM TO 1ST 3-YEAR TERM ON PLANNING AND ZONING COMMISSION, KRISTIN GRAHAM TO 2ND 3-YEAR TERM ON PARK AND RECREATION/LIBRARY COMMISSION, GORDON WAGNER TO 1ST 3-YEAR TERM ON PUBLIC WORKS COMMISSION, TIM BERG TO 1ST 3-YEAR TERM ON PUBLIC WORKS COMMISSION, PATTY NORGAARD TO 1ST 6-YEAR TERM ON EDA, AND CARLA BAINBRIDGE AS ALTERNATE ON EDA. MOTION CARRIED WITH ALL AYES. The Mayor questioned why the EDA had 6-year terms and asked staff to bring the bylaws to the next meeting to see if the terms could be reduced to 3 years.

MOTION 01R-12-23 WAS MADE BY JACKSON PURFEERST AND SECONDED BY SANDY FARDER TO APPOINT JACKSON PURFEERST AS LIAISON TO THE HOCKEY COMMITTEE AND THE FOLLOWING MEMBERS TO THE HOCKEY COMMITTEE: PETER GRAVES, AMY WANNEBO, HEATHER JONES, JESSICA EIDE, KELLY THOMPSON, KERRI NORDBY, MIKE O'CONNELL, PRISCILLA

BALMER, SCOTT HERRICK AND TOM SWENSON. MOTION CARRIED WITH ALL AYES.

11. MOTION 01R-13-23 WAS MADE BY JACKSON PURFEERST AND SECONDED BY SANDY FARDER TO APPROVE THE FOLLOWING LIAISON APPOINTMENTS: DAVE NEVIN-BUILDINGS AND GROUNDS, SANDY FARDER AND MARCIA SEIBERT-VOLZ-ECONOMIC DEVELOPMENT AUTHORITY, JACKSON PURFEERST-PARK & RECREATION/LIBRARY COMMISSION, AARON HERZOG-PLANNING AND ZONING COMMISSION, MARCIA SEIBERT-VOLZ, AARON HERZOG, FIRE CHIEF AND POLICE CHIEF-PUBLIC SAFETY COMMISSION, DAVE NEVIN-PUBLIC WORKS/CEMETERY/SEWER COMMISSION, POLICE CHIEF AND FIRE CHIEF-EMERGENCY MANAGEMENT DIRECTORS, AND SANDY FARDER-CROSSLAKERS. MOTION CARRIED WITH ALL AYES.

MOTION 01R-14-23 WAS MADE BY DAVE NEVIN AND SECONDED BY SANDY FARDER TO CHANGE THE ORDINANCE TO ALLOW TWO COUNCIL MEMBERS ON THE PUBLIC SAFETY COMMISSION RATHER THAN THE MAYOR AND ONE COUNCIL MEMBER. MOTION CARRIED 4-0. HERZOG ABSTAINED.

D. CONSENT CALENDAR – MOTION 01R-15-23 WAS MADE BY JACKSON PURFEERST AND SECONDED BY AARON HERZOG TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR:

1. Unadjusted Draft 12.31.2022 Month End Revenue Report
2. Unadjusted Draft 12.31.2022 Month End Expenditures Report
3. Unadjusted Draft 12.31.2022 Balance Sheet
4. Approve 2023 Mileage Reimbursement Rate (Current IRS Amount is \$0.655)
5. Approve Weed Inspector – (Mayor Nevin)
6. Approve Assistant Weed Inspector – (Patrick Wehner)
7. Police Report for Crosslake – December 2022
8. Police Report for Mission Township – December 2022
9. Fire Department Report – December 2022
10. Fire Department Annual Report 2022
11. Planning and Zoning Monthly Statistics
12. Planning and Zoning Meeting Minutes of November 18, 2022
13. Waste Partners Recycling Report for November 2022
14. Application for Group Transient Merchant Permit from Mission of the Cross Lutheran Church for 2023 Flea Markets
15. Application for Group Transient Merchant Permit from Crosslake Chamber of Commerce for 2023 Community Events
16. 2023 Schedule of City Council and Commission Meeting Dates
17. Bills Paid from 12/12/22 to 12/31/22 in the Amount of \$71,702.08
18. Bills for Approval in the Amount of \$952,611.39
19. Additional Bills for Approval in the Amount of \$126,492.49

MOTION CARRIED WITH ALL AYES.

E. MAYOR'S AND COUNCIL MEMBERS' REPORT

1. MOTION 01R-16-23 WAS MADE BY SANDY FARDER AND SECONDED BY MARCIA SEIBERT-VOLZ TO APPROVE RESOLUTION NO. 23-01 ACCEPTING DONATIONS FROM JUDITH NELSON IN THE AMOUNT OF \$2,500.00 FOR POLICE DEPARTMENT, FROM PAL FOUNDATION IN THE AMOUNT OF \$479.20 FOR TV, FROM PAL FOUNDATION IN THE AMOUNT OF \$105.00 FOR 4TH QUARTER BRIDGE CLUB ROOM RENTAL, FROM MR. AND MRS. WILLIAM CHARRON IN THE AMOUNT OF \$100.00 FOR THE FIRE DEPARTMENT, FROM HARVEY AND MARDELLA BRODIL IN THE AMOUNT OF \$100.00 FOR THE FIRE DEPARTMENT AND FROM CROSSLAKE FIREFIGHTERS RELIEF ASSN IN THE AMOUNT OF \$28.90 FOR FREIGHT COST OF SAFETY EQUIPMENT. MOTION CARRIED WITH ALL AYES.
2. Cindy Myogeto of the Chamber reported that the St. Patrick's Day Parade will have a new route this year. The parade will start in front of Whitefish Lodge and Suites and end at the Log Church. The Chamber has reviewed the route with the Public Safety Commission. Once the City approves the new route, the Chamber will request approval from Crow Wing County. MOTION 01R-17-23 WAS MADE BY DAVE NEVIN AND SECONDED BY AARON HERZOG TO APPROVE THE NEW ROUTE FOR THE ST. PATRICK'S DAY PARADE. MOTION CARRIED WITH ALL AYES.

MOTION 01R-18-23 WAS MADE BY SANDY FARDER AND SECONDED BY MARCIA SEIBERT-VOLZ TO APPROVE THE APPLICATION AND PERMIT FOR A 1-DAY TEMPORARY ON-SALE LIQUOR LICENSE FOR BRAINERD JAYCEES ON MARCH 18, 2023 TO SERVE ALCOHOL IN THE PARKING LOT OF REED'S MARKET DURING THE PARADE IN CONJUNCTION WITH FIRST WESTERN BANK'S FOOD SALES. MOTION CARRIED WITH ALL AYES.

Kara Schaefer of Karma Race Management reported that the Clover Dash 5K Race will have a new route this year. MOTION 01R-19-23 WAS MADE BY JACKSON PURFEERST AND SECONDED BY SANDY FARDER TO APPROVE THE NEW ROUTE FOR THE CLOVER DASH RACE ON SATURDAY, MARCH 18, 2023. MOTION CARRIED WITH ALL AYES.

3. Peter Graves reported that the April Foolishness Pickleball Tournament would be held again this year to raise money for local charities. Mr. Graves encouraged everyone to participate.
4. MOTION 01R-20-23 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY SANDY FARDER TO ADVERTISE FOR REQUEST FOR PROPOSALS (RFP'S) FOR CIVIL LEGAL SERVICES, LABOR AND EMPLOYMENT LEGAL SERVICES, AND CLEANING SERVICES. MOTION CARRIED 4-1 WITH HERZOG OPPOSED.
5. Dave Nevin stated that the City should consider regulating VRBO's since the County will no longer be licensing them. Mr. Nevin stated that he would like to find a contractor to

manage them for the City. Mike Lyonais stated that the County offered to provide the service to the City for a fee. Mr. Nevin suggested that the City ask for proposals from interested parties wishing to manage them. Attorney Person stated that the City would first want to have rules in place for a contractor to follow. The Council directed staff to develop draft VRBO guidelines.

6. MOTION 01R-21-23 WAS MADE BY JACKSON PURFEERST AND SECONDED BY SANDY FARDER TO ALLOW MAYOR NEVIN TO LOOK INTO HOUSING IDEAS FOR THE CITY. Mike Lyonais stated that the EDA is working on this as well. Dave Nevin stated that this would be something different. MOTION CARRIED 4-0. NEVIN ABSTAINED.
7. Dave Nevin stated that he would like to regenerate the Personnel Committee with Marcia Seibert-Volz and himself as members. Aaron Herzog stated that he would be in favor of the committee but would have to look into who was on it.
8. Dave Nevin stated that he would like the Council desk left as is. MOTION 01R-22-23 WAS MADE BY JACKSON PURFEERST AND SECONDED BY SANDY FARDER TO STOP THE CONSTRUCTION OF A NEW COUNCIL DESK IF THE MATERIALS HAVE NOT BEEN ORDERED YET. MOTION CARRIED 4-1 WITH HERZOG OPPOSED.
9. MOTION 01R-23-23 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY JACKSON PURFEERST TO DIRECT STAFF TO ADD A LIGHT TO THE CITY HALL SIGN AS SOON AS POSSIBLE. MOTION CARRIED WITH ALL AYES.
10. MOTION 01R-24-23 WAS MADE BY JACKSON PURFEERST AND SECONDED BY AARON HERZOG TO REQUEST MEMBER OF THE EDA TO ATTEND FEBRUARY'S MEETING TO INFORM COUNCIL OF THEIR GOALS AND WHAT THEY DO. MOTION CARRIED WITH ALL AYES.
11. Jackson Purfeerst suggested holding a closed meeting with the Council and staff to relieve tension between the two groups. Attorney Person stated that the Council needs to identify a more specific issue in order to close a meeting but that he would look into it and let Mr. Purfeerst know what can be done.

F. CITY ADMINISTRATOR'S REPORT

1. Mike Lyonais provided the Council information regarding the Net Cash Realized from Sale of Crosslake Communications and suggested that the Council put those funds in a separate account in the 4M Fund. MOTION 01R-25-23 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY AARON HERZOG TO MOVE THE NET CASH BALANCE OF \$2,399,329 OF THE COMPLETED SALE OF CROSSLAKE COMMUNICATIONS IN 2016 TO A 4M RESERVED, UNDESIGNATED ACCOUNT. MOTION CARRIED WITH ALL AYES.

2. MOTION 01R-26-23 WAS MADE BY JACKSON PURFEERST AND SECONDED BY SANDY FARDER TO APPROVE THE PUBLICATION OF NOTICE TO THE PUBLIC OF 2023 LICENSED TRASH HAULERS IN THE CITY OF CROSSLAKE. MOTION CARRIED WITH ALL AYES.
3. MOTION 01R-27-23 WAS MADE BY AARON HERZOG AND SECONDED BY SANDY FARDER TO APPROVE THE INSTALLATION OF PERMANENT GLASS AT THE ADMINISTRATION AND PLANNING AND ZONING COUNTERS AT A COST OF \$4,000 PER WINDOW. Both Jackson Purfeerst and Dave Nevin stated that it is unfortunate that the times we live in require installation of safety glass for staff. MOTION CARRIED 4-1 WITH SEIBERT-VOLZ OPPOSED.
4. MOTION 01R-28-23 WAS MADE BY AARON HERZOG AND SECONDED BY JACKSON PURFEERST TO REMOVE PATRICK WEHNER FROM PROBATION STATUS AND TO PLACE HIM ON FULL-TIME STATUS EFFECTIVE 1/1/2023. MOTION CARRIED WITH ALL AYES.
5. Mike Lyonais asked the Council how they want to proceed regarding wages for the Fire Chief because he is not getting paid for all he does right now. Sandy Farder asked if the Chief would like an assistant or if he would like to get paid for the extra duties. Chip Lohmiller responded that for now he prefers to do the work himself so that he knows it is getting done. Mr. Lohmiller's monthly stipend of \$1,200 began when the volume of calls was 300 per year. Call volume has doubled and is now 600 calls per year. Marcia Seibert-Volz suggested tabling the issue to February. Mike Lyonais suggested that the Public Safety Commission review the matter and make a recommendation to the Council.

G. COMMISSION REPORTS

1. PARK AND RECREATION/LIBRARY

- a. TJ Graumann reported that the transmission on the Polaris Ranger went out and that the estimate to repair it is over \$6,000. This piece of equipment is used to groom the trails at the Community Center. MOTION 01R-29-23 WAS MADE BY DAVE NEVIN AND SECONDED BY AARON HERZOG TO APPROVE THE REPAIRS ON THE POLARIS RANGER AND TO DIRECT TJ GRAUMANN TO LOOK INTO THE COST OF A NEW KUBOTA. MOTION CARRIED WITH ALL AYES. Because the repairs will take 2-3 weeks, the Council was in favor of TJ Graumann asking the Ideal Sno Pros to groom the trails and bill the City.

- H. PUBLIC FORUM** – Mark Lindner of 16543 Pine Lure Drive reported that Crow Wing County will no longer be licensing VRBO's and that if the City wants to contract with the County to continue using their services, there will be a fee.

Jerry Volz of 37668 Moen Beach Trail commented on COVID protocols.

- I. CITY ATTORNEY REPORT** – None.

J. NEW BUSINESS – None.

K. OLD BUSINESS – None.

L. ADJOURN – MOTION 01R-30-23 WAS MADE BY JACKSON PURFEERST AND SECONDED BY SANDY FARDER TO ADJOURN THE MEETING AT 9:03 P.M. MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,

Charlene Nelson
City Clerk

C.
4.

SPECIAL COUNCIL MEETING
CITY OF CROSSLAKE
WEDNESDAY, JANUARY 25, 2023
12:30 P.M. – CITY HALL

The Council for the City of Crosslake met in a Special Session on Wednesday, January 25, 2023. The following Council Members were present: Mayor Dave Nevin, Aaron Herzog, Marcia Seibert-Volz, and Jackson Purfeerst. Sandy Farder participated via Zoom. Also present were City Administrator Mike Lyonais, City Clerk Char Nelson, Park Director TJ Graumann, and Public Works Director Pat Wehner.

Dave Nevin called the meeting to order at 12:30 P.M.

The Council reviewed the RFP for cleaning services. Marcia Seibert-Volz questioned why the Public Works building was cleaned three times a week and suggested it be cleaned only once a week. Char Nelson stated that Crow Wing County pays for 53% of the cleaning at the Public Works building and that the County recently increased it from twice a week to three times a week. The City would need to contact the County before changing the contract. Sandy Farder asked if the Council was only looking for proposals for cleaning services because of the price. Staff stated that the current company did a good job. Sandy Farder noted that the current company offered to work with the Council on price. Marcia Seibert-Volz stated that it is not uncommon for a City to go out for RFP's every few years. Mr. Herzog stated that the Council should not base their hiring decisions on cost. Marcia Seibert-Volz suggested that City Hall be cleaned once a week rather than twice and staff agreed. MOTION 01SP1-01-23 WAS MADE BY AARON HERZOG AND SECONDED BY JACKSON PURFEERST TO APPROVE THE RFP FOR CLEANING SERVICES WITH THE CHANGE OF CLEANING CITY HALL FROM TWICE A WEEK TO ONCE A WEEK AND TO WORK WITH CROW WING COUNTY TO REDUCE THE NUMBER OF DAYS THAT THE PUBLIC WORKS BUILDING IS CLEANED. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES. Sealed bids will be opened on February 10 at 4:00 P.M.

The Council reviewed the RFP for legal services. Aaron Herzog requested that the Council not determine the final choice on any of the RFP's by low bidder. MOTION 01SP1-02-23 WAS MADE BY JACKSON PURFEERST AND SECONDED BY AARON HERZOG TO APPROVE THE RFP FOR LEGAL SERVICES AS PRESENTED. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

The Council reviewed the RFP for labor and employment legal services. MOTION 01SP1-03-23 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY SANDY FARDER TO APPROVE THE RFP FOR LABOR AND EMPLOYMENT LEGAL SERVICES AS PRESENTED. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

The Council reviewed the times and dates of bid openings, meetings to review the bids and meetings to interview candidates. Jackson Purfeerst asked the clerk to send out a recap of that information.

MOTION 01SP1-04-23 WAS MADE BY JACKSON PURFEERST AND SECONDED BY SANDY FARDER TO ADJOURN THE MEETING AT 1:00 P.M. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

Respectfully Submitted,

Charlene Nelson
City Clerk

UNADJUSTED DRAFT: 01.31.2023 MONTH - END REVENUES

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02/08/23 9:22 AM

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City of Crosslake
 Month-End Revenue
 Current Period: JANUARY 2023

SRC	SRC Descr	2023 Budget	JANUARY 2023 Amt	2023 YTD Amt	2023 YTD Balance	2023 % of Budget
FUND 101 GENERAL FUND						
31000	General Property Taxes	\$3,535,240.00	\$0.00	\$0.00	\$3,535,240.00	0.00%
31055	Tax Incr 1-8 Crosswoods Dev	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31101	County Payment Joint Facility	\$112,636.00	\$112,769.39	\$112,769.39	-\$133.39	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	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31800	Other Taxes	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
31900	Penalties and Interest DelTax	\$800.00	\$413.45	\$413.45	\$386.55	51.68%
32110	Alcoholic Beverages	\$16,800.00	\$0.00	\$0.00	\$16,800.00	0.00%
32111	Club Liquor License	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
32112	Beer and Wine License	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
32180	Other Licenses/Permits	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
33400	State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33401	Local Government Aid	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33402	Homestead Credit	\$400.00	\$0.00	\$0.00	\$400.00	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	\$6,200.00	\$0.00	\$0.00	\$6,200.00	0.00%
33417	Police State Aid	\$54,000.00	\$0.00	\$0.00	\$54,000.00	0.00%
33418	Fire State Aid	\$44,000.00	\$0.00	\$0.00	\$44,000.00	0.00%
33419	Fire Training Reimbursement	\$10,000.00	\$600.00	\$600.00	\$9,400.00	6.00%
33420	Insurance Premium Reimburse	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33422	PERA State Aid	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33423	Insurance Claim Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33650	Recycling Grant	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34000	Charges for Services	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
34010	Sale of Maps and Publications	\$100.00	\$0.00	\$0.00	\$100.00	20.00%
34050	Candidate Filing Fees	\$20.00	\$0.00	\$0.00	\$20.00	0.00%
34103	Zoning Permits	\$55,000.00	\$3,100.00	\$3,100.00	\$51,900.00	12.00%
34104	Plat Check Fee/Subdivision Fee	\$12,000.00	\$0.00	\$0.00	\$12,000.00	0.00%
34105	Variances and CUPS/IUPS	\$10,000.00	\$500.00	\$500.00	\$9,500.00	5.00%
34106	Sign Permits	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
34107	Assessment Search Fees	\$2,000.00	\$45.00	\$45.00	\$1,955.00	2.25%
34108	Zoning Misc/Penalties	\$1,500.00	\$0.00	\$0.00	\$1,500.00	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	\$13,000.00	\$1,005.00	\$1,005.00	\$11,995.00	7.73%
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	\$38,000.00	\$3,048.92	\$3,048.92	\$34,951.08	8.02%
34206	Animal Control Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34207	House Burning Fee	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34210	Police Contracts	\$66,203.00	\$5,396.34	\$5,396.34	\$60,806.66	8.15%
34211	Police Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34213	Police Receipts	\$5,000.00	\$391.49	\$391.49	\$4,608.51	9.83%
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	\$200.00	\$200.00	\$800.00	30.00%
34700	Park & Rec Donation	\$300.00	\$0.00	\$0.00	\$300.00	0.00%

UNADJUSTED DRAFT: 01.31.2023 MONTH - END REVENUES

City of Crosslake

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Month-End Revenue

Current Period: JANUARY 2023

SRC	SRC Descr	2023 Budget	JANUARY 2023 Amt	2023 YTD Amt	2023 YTD Balance	2023 % of Budget
34701	Halloween Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34711	Taxable Merchandise/Rentals	\$200.00	\$105.00	\$105.00	\$95.00	57.50%
34740	Park Concessions	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
34741	Gen Gov t Concessions	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
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	\$189.00	\$189.00	\$3,811.00	4.73%
34751	Shelter/Beer/Wine Fees	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
34760	Library Cards	\$500.00	\$93.00	\$93.00	\$407.00	24.60%
34761	Library Donations	\$500.00	\$0.00	\$0.00	\$500.00	0.40%
34762	Library Copies	\$300.00	\$7.00	\$7.00	\$293.00	3.00%
34763	Library Events	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
34764	Library Miscellaneous	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
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	\$0.00	\$250.00	0.00%
34769	PAL Foundation - Park	\$3,000.00	\$1,926.14	\$1,926.14	\$1,073.86	64.20%
34770	Silver Sneakers	\$15,000.00	\$1,611.00	\$1,611.00	\$13,389.00	11.18%
34790	Park Dedication Fees	\$4,500.00	\$0.00	\$0.00	\$4,500.00	0.00%
34800	Tennis Fees	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
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	\$250.00	\$250.00	\$750.00	25.00%
34805	Aerobics Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34806	Weight Room Fees	\$30,000.00	\$2,318.00	\$2,318.00	\$27,682.00	8.72%
34807	Volleyball Fees	\$750.00	\$12.00	\$12.00	\$738.00	1.60%
34808	Silver and Fit	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
34809	Soccer Fees	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
34810	Pickle Ball	\$15,000.00	\$2,838.00	\$2,838.00	\$12,162.00	20.12%
34910	Transit Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34940	Cemetery Lots	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
34941	Cemetery Openings	\$3,500.00	\$0.00	\$0.00	\$3,500.00	22.86%
34942	Cemetery Other	\$450.00	\$0.00	\$0.00	\$450.00	0.00%
34950	Public Works Revenue	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
34952	County Joint Facility Payments	\$35,000.00	\$0.00	\$0.00	\$35,000.00	0.00%
34953	Recycling Revenues	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
35100	Court Fines	\$10,000.00	\$2,663.09	\$2,663.09	\$7,336.91	26.63%
35103	Library Fines	\$600.00	\$11.00	\$11.00	\$589.00	1.83%
35105	Restitution Receipts	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
36200	Miscellaneous Revenues	\$6,000.00	\$537.60	\$537.60	\$5,462.40	8.96%
36201	Misc Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36202	LIBRARY GRANTS	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00	100.00%
36210	Interest Earnings	\$18,000.00	\$34,702.83	\$34,702.83	-\$16,702.83	192.79%
36230	Contributions and Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36254	Sp Assess Prin-Bridges	\$3,628.00	\$0.00	\$0.00	\$3,628.00	0.00%
36255	Sp Assess Int-Bridges	\$145.00	\$0.00	\$0.00	\$145.00	0.00%
36256	Sp Assess P - Other	\$3,673.00	\$0.00	\$0.00	\$3,673.00	0.00%
36257	Sp Assess I - Other	\$1,763.00	\$0.00	\$0.00	\$1,763.00	0.00%
38050	Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
38051	Telephone True-Up	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
38052	Telephone Miscellaneous Rev	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

UNADJUSTED DRAFT: 01.31.2023 MONTH - END REVENUES

City of Crosslake
Month-End Revenue
Current Period: JANUARY 2023

SRC	SRC Descr	2023 Budget	JANUARY 2023 Amt	2023 YTD Amt	2023 YTD Balance	2023 % of Budget
39101	Sales of General Fixed Assets	\$139,000.00	\$0.00	\$0.00	\$139,000.00	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	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39330	Proceeds from Capital Lease	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39400	Bond Premium	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39700	Capital Contrib from CU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 101 GENERAL FUND		\$4,313,808.00	\$179,733.25	\$179,733.25	\$4,134,074.75	4.28%
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	\$0.00	\$0.00	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	\$0.00	\$0.00	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	\$102,025.00	\$0.00	\$0.00	\$102,025.00	0.00%
31317	2019A City Hall/Police	\$308,680.00	\$0.00	\$0.00	\$308,680.00	0.00%
31318	2021 GO Equip Cert Series 2021	\$141,645.00	\$0.00	\$0.00	\$141,645.00	0.00%
31319	2022A Fire Truck	\$125,768.00	\$0.00	\$0.00	\$125,768.00	0.00%
31320	2022A Road Projects	\$40,999.00	\$0.00	\$0.00	\$40,999.00	0.00%
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%

UNADJUSTED DRAFT: 01.31.2023 MONTH - END REVENUES

City of Crosslake

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Month-End Revenue

Current Period: JANUARY 2023

SRC	SRC Descr	2023 Budget	JANUARY 2023 Amt	2023 YTD Amt	2023 YTD Balance	2023 % of Budget
36121	Sp Assess Prin 2022 Roads	\$10,288.00	\$0.00	\$0.00	\$10,288.00	0.00%
36122	Sp Assess Int 2022 Roads	\$13,046.00	\$0.00	\$0.00	\$13,046.00	0.00%
36123	Sp Assess Prin Daggett Bay Rd	\$1,360.00	\$0.00	\$0.00	\$1,360.00	0.00%
36124	Sp Assess Int Daggett Bay Rd	\$430.00	\$0.00	\$0.00	\$430.00	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%

UNADJUSTED DRAFT: 01.31.2023 MONTH - END REVENUES

City of Crosslake

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Month-End Revenue

Current Period: JANUARY 2023

SRC	SRC Descr	2023 Budget	JANUARY 2023 Amt	2023 YTD Amt	2023 YTD Balance	2023 % of Budget
36174	Sp Assess Int Manhattan Dr/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36175	Sp Assess Prin Eagle St/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36176	Sp Assess Int Eagle St/01	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36177	Sp Assess Prin Wolf Tr/Ct/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36178	Sp Assess Int Wolf Tr/Ct/02	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
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%

UNADJUSTED DRAFT: 01.31.2023 MONTH - END REVENUES

**City of Crosslake
Month-End Revenue**

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Current Period: JANUARY 2023

SRC	SRC Descr	2023 Budget	JANUARY 2023 Amt	2023 YTD Amt	2023 YTD Balance	2023 % of Budget
39300	Proceeds-Gen Long-term Debt	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39311	Proceeds-Wilderness GO Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39314	Proceeds-2001 Bond Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39315	Proceeds-2002 Bond Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39318	Proceeds--2004 ESC Refunding	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39319	Proceeds-2004 Impr Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39900	02 Series A	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 301 DEBT SERVICE FUND		\$744,241.00	\$0.00	\$0.00	\$744,241.00	0.00%
FUND 401 GENERAL CAPITAL PROJECTS						
31000	General Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33400	State Grants and Aids	\$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	\$0.00	\$0.00	\$0.00	0.00%
39231	Proceeds-2006 Series C Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39310	Proceeds-Gen Obligation Bond	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 401 GENERAL CAPITAL PROJECTS		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 405 TAX INCREMENT FINANCE PROJECTS						
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	\$13,000.00	\$0.00	\$0.00	\$13,000.00	0.00%
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		\$13,000.00	\$0.00	\$0.00	\$13,000.00	0.00%
FUND 412 DUCK LANE						
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39310	Proceeds-Gen Obligation Bond	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 412 DUCK LANE		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 414 SUNRISE ISLAND BRIDGE PROJECT						
33400	State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 414 SUNRISE ISLAND BRIDGE PROJEC		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 415 AMBULANCE PROJECT						

UNADJUSTED DRAFT: 01.31.2023 MONTH - END REVENUES

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City of Crosslake
Month-End Revenue
 Current Period: JANUARY 2023

SRC	SRC Descr	2023 Budget	JANUARY 2023 Amt	2023 YTD Amt	2023 YTD Balance	2023 % of Budget
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 415	AMBULANCE PROJECT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 420	LIBRARY PROJECT					
31000	General Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36230	Contributions and Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39310	Proceeds-Gen Obligation Bond	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 420	LIBRARY PROJECT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 432	SEWER PROJECT					
36200	Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39204	Transfer Frm Needs Assess Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39316	Proceeds-2003 Series A Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39317	Proceeds-2003 Series B Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 432	SEWER PROJECT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 502	ECONOMIC DEVELOPMENT FUND					
31000	General Property Taxes	\$18,100.00	\$0.00	\$0.00	\$18,100.00	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%
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	\$18,100.00	\$0.00	\$0.00	\$18,100.00	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					
31000	General Property Taxes	\$87,050.00	\$0.00	\$0.00	\$87,050.00	0.00%
33423	Insurance Claim Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34410	Unallocated Reserves	\$0.00	\$2,118.60	\$2,118.60	-\$2,118.60	0.00%
36104	Penalty & Interest	\$1,500.00	\$129.36	\$129.36	\$1,370.64	9.33%
36200	Miscellaneous Revenues	\$1,500.00	\$0.00	\$0.00	\$1,500.00	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%

UNADJUSTED DRAFT: 01.31.2023 MONTH - END REVENUES

**City of Crosslake
Month-End Revenue**

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Current Period: JANUARY 2023

SRC	SRC Descr	2023 Budget	JANUARY 2023 Amt	2023 YTD Amt	2023 YTD Balance	2023 % of Budget
37200	User Fee	\$350,000.00	\$30,322.14	\$30,322.14	\$319,677.86	9.15%
37250	Sewer Connection Payments	\$21,000.00	\$0.00	\$0.00	\$21,000.00	0.00%
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%
39204	Transfer Frm Needs Assess Fund	\$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 601 SEWER OPERATING FUND		\$461,050.00	\$32,570.10	\$32,570.10	\$428,479.90	7.16%
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	\$222,100.00	\$0.00	\$0.00	\$222,100.00	0.00%
31312	2017 GO Sewer Rev Imp Bonds	\$118,713.00	\$0.00	\$0.00	\$118,713.00	0.00%
31321	2022A Sewer Bonds	\$135,139.00	\$0.00	\$0.00	\$135,139.00	0.00%
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		\$477,952.00	\$0.00	\$0.00	\$477,952.00	0.00%
		\$6,028,151.00	\$212,303.35	\$212,303.35	\$5,815,847.65	3.61%

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City of Crosslake

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Month End Expenditures

Current Period: JANUARY 2023

OBJ	OBJ Descr	2023 Budget	JANUARY 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget
FUND 101 GENERAL FUND						
DEPT 41110 Council						
100	Wages and Salaries Dept Head	\$30,000.00	\$2,534.75	\$2,534.75	\$27,465.25	8.45%
122	FICA	\$2,295.00	\$195.10	\$195.10	\$2,099.90	8.50%
151	Workers Comp Insurance	\$77.00	\$0.00	\$0.00	\$77.00	0.00%
208	Instruction Fees	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
321	Communications-Cellular	\$1,376.00	\$0.00	\$0.00	\$1,376.00	0.00%
331	Travel Expenses	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
340	Advertising	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
360	Insurance	\$150.00	\$0.00	\$0.00	\$150.00	0.00%
430	Miscellaneous	\$706.00	\$0.00	\$0.00	\$706.00	0.00%
433	Dues/Contracts/Subscriptions	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
DEPT 41110 Council		\$37,704.00	\$2,729.85	\$2,729.85	\$34,974.15	7.24%
DEPT 41400 Administration						
100	Wages and Salaries Dept Head	\$108,160.00	\$7,818.44	\$7,818.44	\$100,341.56	7.23%
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	\$88,110.00	\$7,409.84	\$7,409.84	\$80,700.16	8.41%
121	PERA	\$14,720.00	\$1,098.16	\$1,098.16	\$13,621.84	7.46%
122	FICA	\$15,015.00	\$952.60	\$952.60	\$14,062.40	6.34%
131	Employer Paid Health	\$33,478.00	\$2,789.85	\$2,789.85	\$30,688.15	8.33%
132	Employer Paid Disability	\$1,517.00	\$143.86	\$143.86	\$1,373.14	9.48%
133	Employer Paid Dental	\$2,064.00	\$91.48	\$91.48	\$1,972.52	4.43%
134	Employer Paid Life	\$134.00	\$10.40	\$10.40	\$123.60	7.76%
136	Deferred Compensation	\$0.00	\$50.00	\$50.00	-\$50.00	0.00%
151	Workers Comp Insurance	\$1,207.00	\$0.00	\$0.00	\$1,207.00	0.00%
152	Health Savings Account Contrib	\$9,000.00	\$2,250.00	\$2,250.00	\$6,750.00	25.00%
200	Office Supplies	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
208	Instruction Fees	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
210	Operating Supplies	\$1,000.00	\$10.00	\$10.00	\$990.00	1.00%
220	Repair/Maint Supply - Equip	\$3,834.00	\$211.66	\$211.66	\$3,622.34	5.52%
301	Auditing and Acct g Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
322	Postage	\$750.00	\$0.00	\$0.00	\$750.00	0.00%
331	Travel Expenses	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
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	\$750.00	\$0.00	\$0.00	\$750.00	0.00%
413	Office Equipment Rental/Repair	\$750.00	\$0.00	\$0.00	\$750.00	0.00%
430	Miscellaneous	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
433	Dues/Contracts/Subscriptions	\$1,200.00	\$0.00	\$0.00	\$1,200.00	0.00%
443	Sales Tax	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
500	Capital Outlay -	\$5,163.00	\$0.00	\$0.00	\$5,163.00	0.00%
600	Principal	\$970.00	\$78.48	\$78.48	\$891.52	8.09%
610	Interest	\$20.00	\$4.02	\$4.02	\$15.98	20.10%
DEPT 41400 Administration		\$296,442.00	\$22,918.79	\$22,918.79	\$273,523.21	7.73%
DEPT 41410 Elections						
107	Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
122	FICA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
210	Operating Supplies	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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OBJ	OBJ Descr	2023 Budget	JANUARY 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget
351	Legal Notices Publishing	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
413	Office Equipment Rental/Repair	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay -	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41410 Elections		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41600 Audit/Legal Services						
301	Auditing and Acct g Services	\$32,000.00	\$0.00	\$0.00	\$32,000.00	0.00%
304	Legal Fees (Civil)	\$7,000.00	\$0.00	\$0.00	\$7,000.00	0.00%
307	Legal Fees (Labor)	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.00%
DEPT 41600 Audit/Legal Services		\$49,000.00	\$0.00	\$0.00	\$49,000.00	0.00%
DEPT 41910 Planning and Zoning						
100	Wages and Salaries Dept Head	\$73,486.00	\$5,683.84	\$5,683.84	\$67,802.16	7.73%
101	Assistant	\$65,562.00	\$4,956.44	\$4,956.44	\$60,605.56	7.56%
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	\$10,429.00	\$798.02	\$798.02	\$9,630.98	7.65%
122	FICA	\$10,637.00	\$779.34	\$779.34	\$9,857.66	7.33%
131	Employer Paid Health	\$33,478.00	\$797.29	\$797.29	\$32,680.71	2.38%
132	Employer Paid Disability	\$1,130.00	\$106.78	\$106.78	\$1,023.22	9.45%
133	Employer Paid Dental	\$2,064.00	\$105.44	\$105.44	\$1,958.56	5.11%
134	Employer Paid Life	\$134.00	\$10.40	\$10.40	\$123.60	7.76%
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	\$976.00	\$0.00	\$0.00	\$976.00	0.00%
152	Health Savings Account Contrib	\$7,000.00	\$1,453.30	\$1,453.30	\$5,546.70	20.76%
200	Office Supplies	\$1,300.00	\$123.70	\$123.70	\$1,176.30	9.52%
208	Instruction Fees	\$2,500.00	\$355.00	\$355.00	\$2,145.00	14.20%
210	Operating Supplies	\$1,200.00	\$0.00	\$0.00	\$1,200.00	0.00%
212	Motor Fuels	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
220	Repair/Maint Supply - Equip	\$3,934.00	\$211.67	\$211.67	\$3,722.33	5.38%
221	Repair/Maint Vehicles 306	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
262	Unif Tony/Pete	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
264	Unif Bobby/Cheryl/Shawn	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
303	Engineering Fees	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
304	Legal Fees (Civil)	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
305	Legal/Eng - Developer/Criminal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
314	Surveyor	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
321	Communications-Cellular	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
322	Postage	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
331	Travel Expenses	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
332	Travel Expense- P&Z Comm	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
340	Advertising	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
351	Legal Notices Publishing	\$1,600.00	\$0.00	\$0.00	\$1,600.00	0.00%
352	Filing Fees	\$750.00	\$0.00	\$0.00	\$750.00	0.00%
356	Mapping	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
360	Insurance	\$3,662.00	\$0.00	\$0.00	\$3,662.00	0.00%
387	Septic Inspections	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
413	Office Equipment Rental/Repair	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
430	Miscellaneous	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
433	Dues/Contracts/Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
441	Emergency Supplies	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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OBJ	OBJ Descr	2023 Budget	JANUARY 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget
443	Sales Tax	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
452	Refund	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
470	Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay -	\$5,163.00	\$0.00	\$0.00	\$5,163.00	0.00%
600	Principal	\$970.00	\$78.48	\$78.48	\$891.52	8.09%
610	Interest	\$20.00	\$4.02	\$4.02	\$15.98	20.10%
DEPT 41910 Planning and Zoning		\$242,095.00	\$15,463.72	\$15,463.72	\$226,631.28	6.39%
DEPT 41940 General Government						
101	Assistant	\$52,000.00	\$0.00	\$0.00	\$52,000.00	0.00%
121	PERA	\$3,900.00	\$0.00	\$0.00	\$3,900.00	0.00%
122	FICA	\$3,978.00	\$0.00	\$0.00	\$3,978.00	0.00%
131	Employer Paid Health	\$23,911.00	\$0.00	\$0.00	\$23,911.00	0.00%
132	Employer Paid Disability	\$600.00	\$0.00	\$0.00	\$600.00	0.00%
133	Employer Paid Dental	\$1,032.00	\$0.00	\$0.00	\$1,032.00	0.00%
134	Employer Paid Life	\$67.00	\$0.00	\$0.00	\$67.00	0.00%
151	Workers Comp Insurance	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
152	Health Savings Account Contrib	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.00%
210	Operating Supplies	\$2,500.00	\$25.50	\$25.50	\$2,474.50	1.02%
220	Repair/Maint Supply - Equip	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
235	Signs	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
254	Concessions - Pop	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
302	Architects Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
316	Security Monitoring	\$1,608.00	\$0.00	\$0.00	\$1,608.00	0.00%
320	Communications	\$500.00	\$0.00	\$0.00	\$500.00	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	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
354	Ordinance Codification	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
360	Insurance	\$28,480.00	\$0.00	\$0.00	\$28,480.00	0.00%
381	Electric Utilities	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.00%
383	Gas Utilities	\$4,500.00	\$0.00	\$0.00	\$4,500.00	0.00%
384	Refuse/Garbage Disposal	\$650.00	\$0.00	\$0.00	\$650.00	0.00%
385	Sewer Utility	\$600.00	\$0.00	\$0.00	\$600.00	0.00%
389	Generator Expense	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
405	Cleaning Services	\$13,200.00	\$1,100.00	\$1,100.00	\$12,100.00	8.33%
430	Miscellaneous	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
433	Dues/Contracts/Subscriptions	\$8,000.00	\$75.00	\$75.00	\$7,925.00	0.94%
437	Brainerd Lakes Area Dev Corp	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
438	Initiative Foundation	\$1,650.00	\$0.00	\$0.00	\$1,650.00	0.00%
439	Emergency Mgmt Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
440	Telephone Co Reimb Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
441	Emergency Supplies	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
442	Safety Prog/Equipment	\$5,000.00	\$3,605.73	\$3,605.73	\$1,394.27	72.11%
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	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
449	Cobra Payments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
451	Health Comm Program Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
452	Refund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
456	Fireworks	\$15,000.00	\$0.00	\$0.00	\$15,000.00	0.00%
460	Fines/Fees Reimburse	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
470	Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
490	Donations to Civic Org s	\$4,000.00	\$0.00	\$0.00	\$4,000.00	0.00%

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OBJ	OBJ Descr	2023 Budget	JANUARY 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget
493	Pass Thru Donations	\$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%
552	Capital Outlay-Land	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41940 General Government		\$205,026.00	\$4,806.23	\$4,806.23	\$200,219.77	2.34%
DEPT 42110 Police Administration						
100	Wages and Salaries Dept Head	\$101,137.00	\$7,856.36	\$7,856.36	\$93,280.64	7.77%
101	Assistant	\$76,814.00	\$6,798.21	\$6,798.21	\$70,015.79	8.85%
103	Tech 1	\$76,324.00	\$5,989.44	\$5,989.44	\$70,334.56	7.85%
104	Tech 2	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
108	Tech 3	\$26,000.00	\$0.00	\$0.00	\$26,000.00	0.00%
110	Tech 4	\$68,502.00	\$5,773.76	\$5,773.76	\$62,728.24	8.43%
112	Tech 5	\$63,933.00	\$4,565.17	\$4,565.17	\$59,367.83	7.14%
113	Tech 6	\$63,933.00	\$5,751.17	\$5,751.17	\$58,181.83	9.00%
121	PERA	\$84,366.00	\$6,355.18	\$6,355.18	\$78,010.82	7.53%
122	FICA	\$6,911.00	\$463.89	\$463.89	\$6,447.11	6.71%
131	Employer Paid Health	\$114,777.00	\$7,572.26	\$7,572.26	\$107,204.74	6.60%
132	Employer Paid Disability	\$3,270.00	\$270.84	\$270.84	\$2,999.16	8.28%
133	Employer Paid Dental	\$4,926.00	\$260.83	\$260.83	\$4,665.17	5.29%
134	Employer Paid Life	\$403.00	\$31.20	\$31.20	\$371.80	7.74%
136	Deferred Compensation	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
140	Unemployment	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
151	Workers Comp Insurance	\$35,324.00	\$0.00	\$0.00	\$35,324.00	0.00%
152	Health Savings Account Contrib	\$24,000.00	\$6,000.00	\$6,000.00	\$18,000.00	25.00%
200	Office Supplies	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
208	Instruction Fees	\$10,001.00	\$0.00	\$0.00	\$10,001.00	0.00%
209	Physicals	\$800.00	\$0.00	\$0.00	\$800.00	0.00%
210	Operating Supplies	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
212	Motor Fuels	\$18,000.00	\$0.00	\$0.00	\$18,000.00	0.00%
214	Auto Expense- Squad 301	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
216	Auto Expense- Squad 305	\$1,200.00	\$0.00	\$0.00	\$1,200.00	0.00%
217	Auto Expense- Squad 303	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
218	Auto Expense- Squad 302	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
219	Auto Expense- Squad 304	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
220	Repair/Maint Supply - Equip	\$10,000.00	\$250.00	\$250.00	\$9,750.00	2.50%
221	Repair/Maint Vehicles 306	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
258	Unif FIRE/Ted/Corey/Adam/Pat	\$675.00	\$0.00	\$0.00	\$675.00	0.00%
259	Unif Erik/Joe	\$675.00	\$0.00	\$0.00	\$675.00	0.00%
260	Unif Cody/Josh/Nate	\$675.00	\$0.00	\$0.00	\$675.00	0.00%
261	Unif Jake/TJ/Seth	\$675.00	\$0.00	\$0.00	\$675.00	0.00%
262	Unif Tony/Pete	\$675.00	\$0.00	\$0.00	\$675.00	0.00%
264	Unif Bobby/Cheryl/Shawn	\$675.00	\$0.00	\$0.00	\$675.00	0.00%
265	Unif & P/T Expense	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
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	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
304	Legal Fees (Civil)	\$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	\$5,400.00	\$0.00	\$0.00	\$5,400.00	0.00%
321	Communications-Cellular	\$5,400.00	\$0.00	\$0.00	\$5,400.00	0.00%
322	Postage	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
331	Travel Expenses	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
340	Advertising	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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OBJ	OBJ Descr	2023 Budget	JANUARY 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget
351	Legal Notices Publishing	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
360	Insurance	\$30,466.00	\$0.00	\$0.00	\$30,466.00	0.00%
405	Cleaning Services	\$4,800.00	\$400.00	\$400.00	\$4,400.00	8.33%
413	Office Equipment Rental/Repair	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
430	Miscellaneous	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
433	Dues/Contracts/Subscriptions	\$12,000.00	\$0.00	\$0.00	\$12,000.00	0.00%
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	\$6,000.00	\$6,000.00	\$0.00	100.00%
500	Capital Outlay -	\$16,600.00	\$0.00	\$0.00	\$16,600.00	0.00%
550	Capital Outlay -	\$67,207.00	\$0.00	\$0.00	\$67,207.00	0.00%
600	Principal	\$499.00	\$0.00	\$0.00	\$499.00	0.00%
610	Interest	\$21.00	\$0.00	\$0.00	\$21.00	0.00%
DEPT 42110 Police Administration		\$960,964.00	\$64,338.31	\$64,338.31	\$896,625.69	6.70%
DEPT 42280 Fire Administration						
100	Wages and Salaries Dept Head	\$39,400.00	\$1,200.00	\$1,200.00	\$38,200.00	3.05%
101	Assistant	\$6,000.00	\$300.00	\$300.00	\$5,700.00	5.00%
106	Training	\$2,100.00	\$150.00	\$150.00	\$1,950.00	7.14%
107	Services	\$165,625.00	\$14,657.00	\$14,657.00	\$150,968.00	8.85%
121	PERA	\$4,425.00	\$0.00	\$0.00	\$4,425.00	0.00%
122	FICA	\$14,392.00	\$1,247.61	\$1,247.61	\$13,144.39	8.67%
131	Employer Paid Health	\$11,955.00	\$0.00	\$0.00	\$11,955.00	0.00%
133	Employer Paid Dental	\$1,032.00	\$0.00	\$0.00	\$1,032.00	0.00%
134	Employer Paid Life	\$67.00	\$0.00	\$0.00	\$67.00	0.00%
151	Workers Comp Insurance	\$5,158.00	\$0.00	\$0.00	\$5,158.00	0.00%
200	Office Supplies	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
208	Instruction Fees	\$15,000.00	\$154.67	\$154.67	\$14,845.33	1.03%
209	Physicals	\$3,500.00	\$0.00	\$0.00	\$3,500.00	0.00%
210	Operating Supplies	\$10,000.00	\$1,224.95	\$1,224.95	\$8,775.05	12.25%
212	Motor Fuels	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
213	Diesel Fuel	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
220	Repair/Maint Supply - Equip	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
221	Repair/Maint Vehicles 306	\$12,000.00	\$0.00	\$0.00	\$12,000.00	0.00%
222	Tires	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
233	FIRE PREVENTION	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
240	Small Tools and Minor Equip	\$1,500.00	\$1,881.00	\$1,881.00	-\$381.00	125.40%
258	Unif FIRE/Ted/Corey/Adam/Pat	\$1,500.00	\$774.01	\$774.01	\$725.99	51.60%
266	Turnout Gear	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
299	Mutual Aid Exp	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
316	Security Monitoring	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
319	Donation Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
321	Communications-Cellular	\$4,000.00	\$0.00	\$0.00	\$4,000.00	0.00%
322	Postage	\$25.00	\$0.00	\$0.00	\$25.00	0.00%
331	Travel Expenses	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.00%
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	\$17,664.00	\$0.00	\$0.00	\$17,664.00	0.00%
381	Electric Utilities	\$7,500.00	\$0.00	\$0.00	\$7,500.00	0.00%
383	Gas Utilities	\$15,000.00	\$0.00	\$0.00	\$15,000.00	0.00%
384	Refuse/Garbage Disposal	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
385	Sewer Utility	\$660.00	\$0.00	\$0.00	\$660.00	0.00%
405	Cleaning Services	\$2,400.00	\$0.00	\$0.00	\$2,400.00	0.00%
430	Miscellaneous	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%

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OBJ	OBJ Descr	2023 Budget	JANUARY 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget
433	Dues/Contracts/Subscriptions	\$2,000.00	\$875.00	\$875.00	\$1,125.00	43.75%
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	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
491	FDRA City Contribution	\$30,000.00	\$0.00	\$0.00	\$30,000.00	0.00%
492	FDRA State Aid	\$45,000.00	\$0.00	\$0.00	\$45,000.00	0.00%
500	Capital Outlay -	\$49,290.00	\$0.00	\$0.00	\$49,290.00	0.00%
550	Capital Outlay -	\$696,625.00	\$0.00	\$0.00	\$696,625.00	0.00%
551	Capital Outlay-Building	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 42280 Fire Administration		\$1,193,518.00	\$22,464.24	\$22,464.24	\$1,171,053.76	1.88%
DEPT 42500 Ambulance Services						
223	Bldg Repair Suppl/Maintenance	\$1,800.00	\$0.00	\$0.00	\$1,800.00	0.00%
306	Ambulance Subsidy	\$13,200.00	\$0.00	\$0.00	\$13,200.00	0.00%
DEPT 42500 Ambulance Services		\$15,000.00	\$0.00	\$0.00	\$15,000.00	0.00%
DEPT 43000 Public Works (GENERAL)						
100	Wages and Salaries Dept Head	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
103	Tech 1	\$69,919.00	\$4,582.02	\$4,582.02	\$65,336.98	6.55%
104	Tech 2	\$79,508.00	\$5,223.47	\$5,223.47	\$74,284.53	6.57%
105	Part-time	\$1,393.00	\$0.00	\$0.00	\$1,393.00	0.00%
108	Tech 3	\$67,977.00	\$4,444.83	\$4,444.83	\$63,532.17	6.54%
121	PERA	\$16,305.00	\$1,068.76	\$1,068.76	\$15,236.24	6.55%
122	FICA	\$16,738.00	\$958.89	\$958.89	\$15,779.11	5.73%
131	Employer Paid Health	\$71,732.00	\$5,194.87	\$5,194.87	\$66,537.13	7.24%
132	Employer Paid Disability	\$1,243.00	\$139.40	\$139.40	\$1,103.60	11.21%
133	Employer Paid Dental	\$3,096.00	\$261.73	\$261.73	\$2,834.27	8.45%
134	Employer Paid Life	\$202.00	\$15.58	\$15.58	\$186.42	7.71%
136	Deferred Compensation	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
140	Unemployment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
151	Workers Comp Insurance	\$16,301.00	\$0.00	\$0.00	\$16,301.00	0.00%
152	Health Savings Account Contrib	\$18,000.00	\$4,500.00	\$4,500.00	\$13,500.00	25.00%
200	Office Supplies	\$450.00	\$0.00	\$0.00	\$450.00	0.00%
208	Instruction Fees	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
210	Operating Supplies	\$1,200.00	\$46.53	\$46.53	\$1,153.47	3.88%
212	Motor Fuels	\$8,000.00	\$0.00	\$0.00	\$8,000.00	0.00%
213	Diesel Fuel	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.00%
215	Shop Supplies	\$2,750.00	\$0.00	\$0.00	\$2,750.00	0.00%
220	Repair/Maint Supply - Equip	\$30,000.00	\$122.50	\$122.50	\$29,877.50	0.41%
221	Repair/Maint Vehicles 306	\$25,000.00	\$0.00	\$0.00	\$25,000.00	0.00%
222	Tires	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.00%
224	Street Maint Materials	\$30,000.00	\$369.00	\$369.00	\$29,631.00	1.23%
225	New Roads Materials	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
226	Bridge Materials	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
228	Street Lighting	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
232	Striping	\$35,000.00	\$0.00	\$0.00	\$35,000.00	0.00%
235	Signs	\$6,500.00	\$0.00	\$0.00	\$6,500.00	0.00%
240	Small Tools and Minor Equip	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
254	Concessions - Pop	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
259	Unif Erik/Joe	\$500.00	\$0.00	\$0.00	\$500.00	0.00%

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OBJ	OBJ Descr	2023 Budget	JANUARY 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget
260	Unif Cody/Josh/Nate	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
261	Unif Jake/TJ/Seth	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
303	Engineering Fees	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
304	Legal Fees (Civil)	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
314	Surveyor	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
316	Security Monitoring	\$1,200.00	\$0.00	\$0.00	\$1,200.00	0.00%
320	Communications	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
322	Postage	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
331	Travel Expenses	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
340	Advertising	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
351	Legal Notices Publishing	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
360	Insurance	\$9,513.00	\$0.00	\$0.00	\$9,513.00	0.00%
381	Electric Utilities	\$12,000.00	\$0.00	\$0.00	\$12,000.00	0.00%
383	Gas Utilities	\$6,500.00	\$0.00	\$0.00	\$6,500.00	0.00%
384	Refuse/Garbage Disposal	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
385	Sewer Utility	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
405	Cleaning Services	\$5,640.00	\$470.00	\$470.00	\$5,170.00	8.33%
413	Office Equipment Rental/Repair	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
415	Equipment Rental	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
433	Dues/Contracts/Subscriptions	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
442	Safety Prog/Equipment	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
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%
454	Joint Facility County Expense	\$35,000.00	\$582.47	\$582.47	\$34,417.53	1.66%
500	Capital Outlay -	\$31,000.00	\$0.00	\$0.00	\$31,000.00	0.00%
550	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%
552	Capital Outlay-Land	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
553	Capital Outlay - Other	\$34,000.00	\$0.00	\$0.00	\$34,000.00	0.00%
581	Capital Outlay -Seal Coat	\$100,000.00	\$0.00	\$0.00	\$100,000.00	0.00%
582	Capital Outlay - Crackfill	\$100,000.00	\$0.00	\$0.00	\$100,000.00	0.00%
583	Capital Outlay - Overlays	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
584	Capital Outlay - Road Const	\$100,000.00	\$0.00	\$0.00	\$100,000.00	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%
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 43000 Public Works (GENERAL)		\$984,817.00	\$27,980.05	\$27,980.05	\$956,836.95	2.84%
DEPT 43025 Public Works Snow Removal						
100	Wages and Salaries Dept Head	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
103	Tech 1	\$0.00	\$448.64	\$448.64	-\$448.64	0.00%
104	Tech 2	\$0.00	\$893.70	\$893.70	-\$893.70	0.00%
105	Part-time	\$0.00	\$370.88	\$370.88	-\$370.88	0.00%
108	Tech 3	\$0.00	\$667.02	\$667.02	-\$667.02	0.00%
121	PERA	\$0.00	\$178.53	\$178.53	-\$178.53	0.00%
122	FICA	\$0.00	\$159.13	\$159.13	-\$159.13	0.00%
131	Employer Paid Health	\$0.00	\$922.30	\$922.30	-\$922.30	0.00%
132	Employer Paid Disability	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
133	Employer Paid Dental	\$0.00	\$49.48	\$49.48	-\$49.48	0.00%
134	Employer Paid Life	\$0.00	\$0.02	\$0.02	-\$0.02	0.00%
135	Employer Paid Other	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
136	Deferred Compensation	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43025 Public Works Snow Removal		\$0.00	\$3,689.70	\$3,689.70	-\$3,689.70	0.00%

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OBJ	OBJ Descr	2023 Budget	JANUARY 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget
DEPT 43026 Public Works Trails						
100	Wages and Salaries Dept Head	\$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%
108	Tech 3	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
121	PERA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
122	FICA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
131	Employer Paid Health	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
132	Employer Paid Disability	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
133	Employer Paid Dental	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
134	Employer Paid Life	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
135	Employer Paid Other	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
136	Deferred Compensation	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43026 Public Works Trails		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43100 Cemetery						
105	Part-time	\$5,574.00	\$0.00	\$0.00	\$5,574.00	0.00%
122	FICA	\$426.00	\$0.00	\$0.00	\$426.00	0.00%
210	Operating Supplies	\$940.00	\$0.00	\$0.00	\$940.00	0.00%
220	Repair/Maint Supply - Equip	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
360	Insurance	\$67.00	\$0.00	\$0.00	\$67.00	0.00%
381	Electric Utilities	\$350.00	\$0.00	\$0.00	\$350.00	0.00%
430	Miscellaneous	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
452	Refund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay -	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43100 Cemetery		\$8,007.00	\$0.00	\$0.00	\$8,007.00	0.00%
DEPT 45100 Park and Recreation (GENERAL)						
100	Wages and Salaries Dept Head	\$79,061.00	\$6,112.34	\$6,112.34	\$72,948.66	7.73%
101	Assistant	\$45,088.00	\$3,672.16	\$3,672.16	\$41,415.84	8.14%
103	Tech 1	\$43,118.00	\$2,840.65	\$2,840.65	\$40,277.35	6.59%
104	Tech 2	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
105	Part-time	\$37,710.00	\$2,980.50	\$2,980.50	\$34,729.50	7.90%
108	Tech 3	\$53,310.00	\$3,624.07	\$3,624.07	\$49,685.93	6.80%
121	PERA	\$19,372.00	\$1,332.47	\$1,332.47	\$18,039.53	6.88%
122	FICA	\$20,292.00	\$1,252.36	\$1,252.36	\$19,039.64	6.17%
131	Employer Paid Health	\$57,389.00	\$4,463.56	\$4,463.56	\$52,925.44	7.78%
132	Employer Paid Disability	\$1,425.00	\$168.36	\$168.36	\$1,256.64	11.81%
133	Employer Paid Dental	\$3,818.00	\$260.16	\$260.16	\$3,557.84	6.81%
134	Employer Paid Life	\$248.00	\$18.74	\$18.74	\$229.26	7.56%
136	Deferred Compensation	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
140	Unemployment	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
151	Workers Comp Insurance	\$13,457.00	\$0.00	\$0.00	\$13,457.00	0.00%
152	Health Savings Account Contrib	\$15,000.00	\$3,750.00	\$3,750.00	\$11,250.00	25.00%
200	Office Supplies	\$200.00	\$15.25	\$15.25	\$184.75	7.63%
208	Instruction Fees	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
210	Operating Supplies	\$3,200.00	\$21.00	\$21.00	\$3,179.00	0.66%
212	Motor Fuels	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
213	Diesel Fuel	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
220	Repair/Maint Supply - Equip	\$10,000.00	\$150.00	\$150.00	\$9,850.00	1.50%
221	Repair/Maint Vehicles 306	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$20,000.00	\$29.98	\$29.98	\$19,970.02	0.15%
231	Chemicals	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.00%

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OBJ	OBJ Descr	2023 Budget	JANUARY 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget
235	Signs	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
240	Small Tools and Minor Equip	\$1,200.00	\$13.97	\$13.97	\$1,186.03	1.16%
254	Concessions - Pop	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
255	Concessions - Food	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
258	Unif FIRE/Ted/Corey/Adam/Pat	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
260	Unif Cody/Josh/Nate	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
261	Unif Jake/TJ/Seth	\$300.00	\$170.00	\$170.00	\$130.00	56.67%
264	Unif Bobby/Cheryl/Shawn	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
303	Engineering Fees	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
304	Legal Fees (Civil)	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
308	Instructors Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
309	Tennis	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
310	Program Supplies	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
311	Softball/Baseball	\$1,500.00	\$0.00	\$0.00	\$1,500.00	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	\$0.00	\$0.00	\$1,200.00	0.00%
317	Soccer/Skating	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
318	Garage (North)	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
319	Donation Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.00%
322	Postage	\$150.00	\$0.00	\$0.00	\$150.00	0.00%
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	\$0.00	\$0.00	\$1,000.00	0.00%
335	Background Checks	\$150.00	\$0.00	\$0.00	\$150.00	0.00%
340	Advertising	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
351	Legal Notices Publishing	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
360	Insurance	\$15,543.00	\$0.00	\$0.00	\$15,543.00	0.00%
381	Electric Utilities	\$15,000.00	\$0.00	\$0.00	\$15,000.00	0.00%
383	Gas Utilities	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.00%
384	Refuse/Garbage Disposal	\$800.00	\$0.00	\$0.00	\$800.00	0.00%
403	Improvements Other Than Bldgs	\$3,800.00	\$0.00	\$0.00	\$3,800.00	0.00%
405	Cleaning Services	\$22,575.00	\$1,881.25	\$1,881.25	\$20,693.75	8.33%
413	Office Equipment Rental/Repair	\$700.00	\$0.00	\$0.00	\$700.00	0.00%
415	Equipment Rental	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
430	Miscellaneous	\$800.00	\$37.99	\$37.99	\$762.01	4.75%
433	Dues/Contracts/Subscriptions	\$500.00	-\$5,661.90	-\$5,661.90	\$6,161.90	-1132.38%
442	Safety Prog/Equipment	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
443	Sales Tax	\$1,600.00	\$235.00	\$235.00	\$1,365.00	14.69%
445	Sr Meals Expense	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
448	Weight Room Ins Reimbur	\$150.00	\$10.25	\$10.25	\$139.75	6.83%
450	Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
452	Refund	\$150.00	\$0.00	\$0.00	\$150.00	0.00%
453	80 Acre Development Expense	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
457	Weight Room Expenses	\$2,000.00	\$552.57	\$552.57	\$1,447.43	27.63%
459	PAL Foundation Expenditures	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
461	Silver Sneakers	\$6,500.00	\$351.00	\$351.00	\$6,149.00	5.40%
481	Park Master Plan	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay -	\$40,500.00	\$0.00	\$0.00	\$40,500.00	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	\$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	\$830.00	\$68.53	\$68.53	\$761.47	8.26%

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OBJ	OBJ Descr	2023 Budget	JANUARY 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget
610	Interest	\$19.00	\$2.22	\$2.22	\$16.78	11.68%
DEPT 45100 Park and Recreation (GENERA		\$596,355.00	\$28,352.48	\$28,352.48	\$568,002.52	4.75%
DEPT 45125 Parks and Rec Snow Removal						
100	Wages and Salaries Dept Head	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
101	Assistant	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
103	Tech 1	\$0.00	\$331.68	\$331.68	-\$331.68	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%
108	Tech 3	\$0.00	\$205.04	\$205.04	-\$205.04	0.00%
121	PERA	\$0.00	\$40.24	\$40.24	-\$40.24	0.00%
122	FICA	\$0.00	\$37.04	\$37.04	-\$37.04	0.00%
131	Employer Paid Health	\$0.00	\$179.36	\$179.36	-\$179.36	0.00%
132	Employer Paid Disability	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
133	Employer Paid Dental	\$0.00	\$15.06	\$15.06	-\$15.06	0.00%
134	Employer Paid Life	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
135	Employer Paid Other	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
136	Deferred Compensation	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 45125 Parks and Rec Snow Removal		\$0.00	\$808.42	\$808.42	-\$808.42	0.00%
DEPT 45126 Parks and Rec Trails						
100	Wages and Salaries Dept Head	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
101	Assistant	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
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%
108	Tech 3	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
121	PERA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
122	FICA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
131	Employer Paid Health	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
132	Employer Paid Disability	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
133	Employer Paid Dental	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
134	Employer Paid Life	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
135	Employer Paid Other	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
136	Deferred Compensation	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 45126 Parks and Rec Trails		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 45500 Library						
101	Assistant	\$19,323.00	\$1,962.36	\$1,962.36	\$17,360.64	10.16%
121	PERA	\$1,449.00	\$147.18	\$147.18	\$1,301.82	10.16%
122	FICA	\$1,478.00	\$123.26	\$123.26	\$1,354.74	8.34%
131	Employer Paid Health	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
132	Employer Paid Disability	\$105.00	\$0.00	\$0.00	\$105.00	0.00%
133	Employer Paid Dental	\$310.00	\$20.96	\$20.96	\$289.04	6.76%
134	Employer Paid Life	\$21.00	\$2.06	\$2.06	\$18.94	9.81%
135	Employer Paid Other	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
136	Deferred Compensation	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
140	Unemployment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
151	Workers Comp Insurance	\$989.00	\$0.00	\$0.00	\$989.00	0.00%
152	Health Savings Account Contrib	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
201	Library Operating Supplies	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
202	Library Subscriptions	\$500.00	\$921.95	\$921.95	-\$421.95	184.39%
203	Library Books	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
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	\$0.00	\$0.00	0.00%
207	Golf Fundraiser Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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OBJ	OBJ Descr	2023 Budget	JANUARY 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget
319	Donation Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
322	Postage	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
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	\$0.00	\$0.00	\$500.00	0.00%
430	Miscellaneous	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
433	Dues/Contracts/Subscriptions	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
443	Sales Tax	\$100.00	\$1.00	\$1.00	\$99.00	1.00%
452	Refund	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
459	PAL Foundation Expenditures	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
500	Capital Outlay -	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
600	Principal	\$543.00	\$44.80	\$44.80	\$498.20	8.25%
610	Interest	\$12.00	\$1.45	\$1.45	\$10.55	12.08%
DEPT 45500 Library		\$38,830.00	\$3,225.02	\$3,225.02	\$35,604.98	8.31%
DEPT 47007 2003 Series A Disposal						
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47007 2003 Series A Disposal		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47013 Bond Disclosure						
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47013 Bond Disclosure		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47014 47014						
600	Principal	\$210,000.00	\$210,000.00	\$210,000.00	\$0.00	100.00%
610	Interest	\$2,250.00	\$2,520.00	\$2,520.00	-\$270.00	112.00%
620	Fiscal Agent s Fees	\$300.00	\$252.45	\$252.45	\$47.55	84.15%
DEPT 47014 47014		\$212,550.00	\$212,772.45	\$212,772.45	-\$222.45	100.10%
DEPT 47015 47015 Series 2015B/2021A						
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/2021A		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 48000 Recycling						
384	Refuse/Garbage Disposal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
388	Recycling Expenses	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 48000 Recycling		\$500.00	\$0.00	\$0.00	\$500.00	0.00%
FUND 101 GENERAL FUND		\$4,840,808.00	\$409,549.26	\$409,549.26	\$4,431,258.74	8.46%
FUND 301 DEBT SERVICE FUND						
DEPT 47000 \$3,815,000 GO CIP 2019A						
551	Capital Outlay-Building	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600	Principal	\$230,000.00	\$230,000.00	\$230,000.00	\$0.00	100.00%
602	REA Loan Payment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$66,281.00	\$34,290.63	\$34,290.63	\$31,990.37	51.74%
620	Fiscal Agent s Fees	\$750.00	\$0.00	\$0.00	\$750.00	0.00%
DEPT 47000 \$3,815,000 GO CIP 2019A		\$297,031.00	\$264,290.63	\$264,290.63	\$32,740.37	88.98%
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%

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OBJ	OBJ Descr	2023 Budget	JANUARY 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget
DEPT 47002 G.O. Improve-Wilderness						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47002 G.O. Improve-Wilderness		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47003 1999 Series A Improvement Bond						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47003 1999 Series A Improvement B		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47004 1999 Series B Improvement Bond						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47004 1999 Series B Improvement B		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47005 2001 Series A Improvement Bond						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47005 2001 Series A Improvement B		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47006 2002 Series A Improvement Bond						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47006 2002 Series A Improvement B		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47007 2003 Series A Disposal						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47007 2003 Series A Disposal		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47008 2003 Series B Sewer						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47008 2003 Series B Sewer		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47009 2003 Joint Facility						
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47009 2003 Joint Facility		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47010 2004 Series A						
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%

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OBJ	OBJ Descr	2023 Budget	JANUARY 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget
DEPT 47012 CIP Bonds						
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 CIP Bonds		\$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	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47013 Bond Disclosure		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47014 47014						
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600	Principal	\$85,000.00	\$85,000.00	\$85,000.00	\$0.00	100.00%
610	Interest	\$13,300.00	\$7,287.50	\$7,287.50	\$6,012.50	54.79%
620	Fiscal Agent s Fees	\$750.00	\$495.00	\$495.00	\$255.00	66.00%
DEPT 47014 47014		\$99,050.00	\$92,782.50	\$92,782.50	\$6,267.50	93.67%
DEPT 47015 47015 Series 2015B/2021A						
600	Principal	\$120,000.00	\$120,000.00	\$120,000.00	\$0.00	100.00%
610	Interest	\$16,100.00	\$8,650.00	\$8,650.00	\$7,450.00	53.73%
620	Fiscal Agent s Fees	\$750.00	\$495.00	\$495.00	\$255.00	66.00%
DEPT 47015 47015 Series 2015B/2021A		\$136,850.00	\$129,145.00	\$129,145.00	\$7,705.00	94.37%
DEPT 47100 2022A ROAD BONDS						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$24,654.00	\$0.00	\$0.00	\$24,654.00	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 47100 2022A ROAD BONDS		\$24,654.00	\$0.00	\$0.00	\$24,654.00	0.00%
DEPT 47101 2022A FIRE TRUCK BONDS						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$15,922.00	\$0.00	\$0.00	\$15,922.00	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 47101 2022A FIRE TRUCK BONDS		\$15,922.00	\$0.00	\$0.00	\$15,922.00	0.00%
FUND 301 DEBT SERVICE FUND		\$573,507.00	\$486,218.13	\$486,218.13	\$87,288.87	84.78%
FUND 401 GENERAL CAPITAL PROJECTS						
DEPT 42280 Fire Administration						
551	Capital Outlay-Building	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 42280 Fire Administration		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
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 CIP Bonds						
551	Capital Outlay-Building	\$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 47012 CIP Bonds		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 49300 Other Finanacing Uses						
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 49300 Other Finanacing Uses		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 401 GENERAL CAPITAL PROJECTS		\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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OBJ	OBJ Descr	2023 Budget	JANUARY 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget
FUND 405 TAX INCREMENT FINANCE PROJECTS						
DEPT 46000 Tax Increment Financing						
351	Legal Notices Publishing	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
640	Tax Increment 1	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
641	Tax Increment 2	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
642	Tax Increment 3	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
643	Tax Increment 6	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
644	Tax Increment 7 - Stone #1	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
645	Tax Increment 8 - Crosswoods	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
646	TaxIncrement 9-C&J Dev	\$10,400.00	\$0.00	\$0.00	\$10,400.00	0.00%
650	Administrative Costs	\$600.00	\$0.00	\$0.00	\$600.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 46000 Tax Increment Financing		\$11,250.00	\$0.00	\$0.00	\$11,250.00	0.00%
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		\$11,250.00	\$0.00	\$0.00	\$11,250.00	0.00%
FUND 410 MARODA DRIVE						
DEPT 43000 Public Works (GENERAL)						
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000 Public Works (GENERAL)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 410 MARODA DRIVE		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 411 SUNSET DRIVE						
DEPT 43000 Public Works (GENERAL)						
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000 Public Works (GENERAL)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 411 SUNSET DRIVE		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 412 DUCK LANE						
DEPT 43000 Public Works (GENERAL)						
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay -	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000 Public Works (GENERAL)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 412 DUCK LANE		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 413 FAWN LAKE ROAD						
DEPT 43000 Public Works (GENERAL)						
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay -	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000 Public Works (GENERAL)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 413 FAWN LAKE ROAD		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 414 SUNRISE ISLAND BRIDGE PROJECT						
DEPT 43000 Public Works (GENERAL)						
226	Bridge Materials	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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OBJ	OBJ Descr	2023 Budget	JANUARY 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget
500	Capital Outlay -	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000 Public Works (GENERAL)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 414 SUNRISE ISLAND BRIDGE PROJECT		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 415 AMBULANCE PROJECT						
DEPT 43000 Public Works (GENERAL)						
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay -	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
551	Capital Outlay-Building	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000 Public Works (GENERAL)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 415 AMBULANCE PROJECT		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 420 LIBRARY PROJECT						
DEPT 45500 Library						
302	Architects Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay -	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 45500 Library		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 420 LIBRARY PROJECT		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 432 SEWER PROJECT						
DEPT 43200 Sewer						
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
443	Sales Tax	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay -	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43200 Sewer		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 49300 Other Finanacing Uses						
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 49300 Other Finanacing Uses		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 432 SEWER PROJECT		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 463 BRITA LN/PINE VIEW LN						
DEPT 43000 Public Works (GENERAL)						
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay -	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43000 Public Works (GENERAL)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 463 BRITA LN/PINE VIEW LN		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 502 ECONOMIC DEVELOPMENT FUND						
DEPT 41940 General Government						
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
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%

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OBJ	OBJ Descr	2023 Budget	JANUARY 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget
351	Legal Notices Publishing	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
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	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47000 \$3,815,000 GO CIP 2019A						
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 \$3,815,000 GO CIP 2019A		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47009 2003 Joint Facility						
430	Miscellaneous	\$18,100.00	\$0.00	\$0.00	\$18,100.00	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		\$18,100.00	\$0.00	\$0.00	\$18,100.00	0.00%
FUND 502 ECONOMIC DEVELOPMENT FUND		\$18,100.00	\$0.00	\$0.00	\$18,100.00	0.00%
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	\$78,749.00	\$6,087.70	\$6,087.70	\$72,661.30	7.73%
101	Assistant	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
103	Tech 1	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
104	Tech 2	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
108	Tech 3	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
121	PERA	\$5,906.00	\$456.59	\$456.59	\$5,449.41	7.73%
122	FICA	\$6,024.00	\$407.96	\$407.96	\$5,616.04	6.77%
131	Employer Paid Health	\$23,911.00	\$1,992.56	\$1,992.56	\$21,918.44	8.33%
132	Employer Paid Disability	\$740.00	\$60.63	\$60.63	\$679.37	8.19%
133	Employer Paid Dental	\$1,032.00	\$52.72	\$52.72	\$979.28	5.11%
134	Employer Paid Life	\$67.00	\$5.20	\$5.20	\$61.80	7.76%
136	Deferred Compensation	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
151	Workers Comp Insurance	\$3,703.00	\$0.00	\$0.00	\$3,703.00	0.00%
152	Health Savings Account Contrib	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.00%
200	Office Supplies	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
208	Instruction Fees	\$2,000.00	\$275.00	\$275.00	\$1,725.00	13.75%
210	Operating Supplies	\$3,500.00	\$0.00	\$0.00	\$3,500.00	0.00%
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	\$25,000.00	\$211.67	\$211.67	\$24,788.33	0.85%
221	Repair/Maint Vehicles 306	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
222	Tires	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%

Unadjusted Draft: 01.31.2023 Month-End Expenditures

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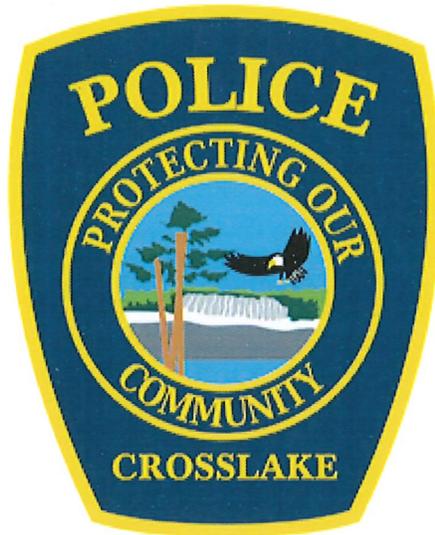
OBJ	OBJ Descr	2023 Budget	JANUARY 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget
223	Bldg Repair Suppl/Maintenance	\$8,000.00	\$0.00	\$0.00	\$8,000.00	0.00%
229	Oper/Maint - Lift Station	\$20,000.00	\$0.00	\$0.00	\$20,000.00	0.00%
230	Repair/Maint - Collection Syst	\$7,000.00	\$0.00	\$0.00	\$7,000.00	0.00%
231	Chemicals	\$18,000.00	\$0.00	\$0.00	\$18,000.00	0.00%
258	Unif FIRE/Ted/Corey/Adam/Pat	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
303	Engineering Fees	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
304	Legal Fees (Civil)	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
320	Communications	\$4,556.00	\$0.00	\$0.00	\$4,556.00	0.00%
321	Communications-Cellular	\$1,600.00	\$0.00	\$0.00	\$1,600.00	0.00%
322	Postage	\$800.00	\$0.00	\$0.00	\$800.00	0.00%
331	Travel Expenses	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
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	\$17,312.00	\$0.00	\$0.00	\$17,312.00	0.00%
381	Electric Utilities	\$38,000.00	\$0.00	\$0.00	\$38,000.00	0.00%
383	Gas Utilities	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
384	Refuse/Garbage Disposal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
406	Lab Testing	\$20,000.00	\$0.00	\$0.00	\$20,000.00	0.00%
407	Sludge Disposal	\$25,000.00	\$0.00	\$0.00	\$25,000.00	0.00%
420	Depreciation Expense	\$350,000.00	\$0.00	\$0.00	\$350,000.00	0.00%
430	Miscellaneous	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
433	Dues/Contracts/Subscriptions	\$1,800.00	\$420.00	\$420.00	\$1,380.00	23.33%
442	Safety Prog/Equipment	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
443	Sales Tax	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
450	Permits	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
452	Refund	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
500	Capital Outlay -	\$125,000.00	\$0.00	\$0.00	\$125,000.00	0.00%
553	Capital Outlay - Other	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
554	Capital Outlay - Ox Ditch Bldg	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
555	Capital Outlay - Sewer Biosol	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
556	Capital Outlay - Sewer Exten	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43200 Sewer		\$811,050.00	\$9,970.03	\$9,970.03	\$801,079.97	1.23%
DEPT 47007 2003 Series A Disposal						
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47007 2003 Series A Disposal		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 601 SEWER OPERATING FUND		\$811,050.00	\$9,970.03	\$9,970.03	\$801,079.97	1.23%
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%

Unadjusted Draft: 01.31.2023 Month-End Expenditures

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OBJ	OBJ Descr	2023 Budget	JANUARY 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget
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	\$200,000.00	\$200,000.00	\$200,000.00	\$0.00	100.00%
610	Interest	\$5,632.00	\$5,013.75	\$5,013.75	\$618.25	89.02%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$750.00	\$242.55	\$242.55	\$507.45	32.34%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47007 2003 Series A Disposal		\$206,382.00	\$205,256.30	\$205,256.30	\$1,125.70	99.45%
DEPT 47008 2003 Series B Sewer						
452	Refund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600	Principal	\$100,000.00	\$100,000.00	\$100,000.00	\$0.00	100.00%
610	Interest	\$11,240.00	\$6,352.50	\$6,352.50	\$4,887.50	56.52%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47008 2003 Series B Sewer		\$111,240.00	\$106,352.50	\$106,352.50	\$4,887.50	95.61%
DEPT 47102 2022A SEWER BONDS						
600	Principal	\$69,569.00	\$0.00	\$0.00	\$69,569.00	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 47102 2022A SEWER BONDS		\$69,569.00	\$0.00	\$0.00	\$69,569.00	0.00%
FUND 651 SEWER RESTRICTED SINKING FUN		\$387,191.00	\$311,608.80	\$311,608.80	\$75,582.20	80.48%
FUND 652 WASTEWATER MGMT DISTRICT						
DEPT 41910 Planning and Zoning						
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41910 Planning and Zoning		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 652 WASTEWATER MGMT DISTRICT		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$6,641,906.00	\$1,217,346.22	\$1,217,346.22	\$5,424,559.78	18.33%



CROSSLAKE POLICE DEPARTMENT

MONTHLY REPORT

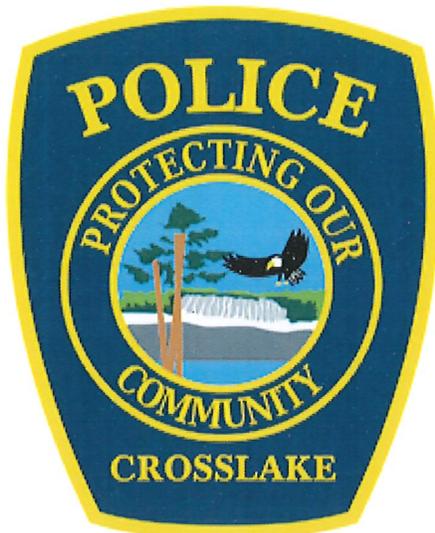
January

2023

**Crosslake Police Department
Monthly Report
January 2023**

Agency Assist	27
Alarm	16
Animal Complaint	3
ATV	2
Disturbance	2
Driving Complaint	1
Ems	35
Extra Patrol	1
Found Property	1
Gun Permits	1
Housewatch	1
Information	8
Lost Property	1
Motorist Assist	3
Open Door	1
Parking Complaint	1
Property Damage Acc	6
Public Assist	5
Scam/Con	3
Snowmobile	4
Suicidal Person	1
Suspicious Activity	1
Suspicious Vehicle	2
Theft	1
Traffic Arrest	2
Traffic Citations	17
Traffic Warnings	112
Vehicle Off Road	3
Vulnerable Adult	3
Warrant Service Atmpt	1
Welfare Check	2

Total 267



CROSSLAKE POLICE DEPARTMENT

MISSION TOWNSHIP MONTHLY REPORT

January

2023

**Crosslake Police Department
Mission Township Monthly Report
January 2023**

Agency Assist	2
Alarm	3
Ems	3
Snowmobile	1
Traffic Arrest	2
Traffic Stop	60
Vehicle Off Road	1
Total	72



Crosslake Fire Department

Date: January 2023

C.9.

Incidents

Description of Incident	Incidents	
	Calls	YTD
3 - Rescue & Emergency Medical Services		
311 - Medical Assist - Assist EMS Crew	29	29
300 - Rescue, EMS Incident		
322 - Motor Vehicle Accident with Injuries	1	1
324 - Motor Vehicle Accident with No Injuries		
351 - Remove from Elevator		
341/361/362 - Search for Person/Water Rescue/Ice Rescue		
Total:	30	30
1 - Fire		
111 - Building Fire		
111 - Building Fire (Mutual Aid)		
112/118/113/114/151 - Fire Other / Chimney Fire		
141/142/143 - Forest, Woods, Brush, Grass Fire		
130/131/134/138/142 - Mobile Property/Automobile Fire/Off Road Vehicle	1	1
Total:	1	1
4 - Hazardous Condition (No Fire)		
411 - Gasoline or other Flammable Liquid Spill		
412 - Gas Leak (Natural Gas or LPG)		
424 - Carbon Monoxide Incident		
444 - Power Line Down/Trees on Road		
445 - Arcing, Shorted Electrical Equipment		
Total:	0	0
5 - Service Call		
561 - Unauthorized Burning		
531/521 - Smoke or Odor Removal / Water Problem		
542/550/553 - Public Service/ Public Assist / 571 - Standby	3	3
551 - Agency Assist		
Total:	3	3
6 - Good Intent Call		
611 - Dispatched and Cancelled en route	1	1
600/631 - Good Intent Call/Authorized Burning		
651/652 - Smoke scare, Odor of smoke		
661 - EMS Party Transport - Aircare - Traffic Control		
Total:	1	1
7 - False Alarm & False Call		
735/740/743/740/745 - Smoke Detector Activation - No Fire	2	2
746 - Carbon Monoxide Detector Activation - No CO		
731 - Sprinkler Activation due to Malfunction		
Total:	2	2
8 - Severe Weather & Natural Disaster		
814 - Lightning Strike (No Fire)		
813/815 - Wind Storm/Severe Weather Standby		
Total:	0	0
Total Incidents:	37	37

Incident Type Report

Incident Type	Total Incidents	Total Incidents % of Incidents	Total Property Loss	Total Content Loss	Total Loss
Incident Type Category: 1 - Fire					
131 - Passenger vehicle fire	1	2.7%	15,000	1,000	16,000
	Total: 1	Total: 2.7%	Total: 15,000	Total: 1,000	Total: 16,000
Incident Type Category: 3 - Rescue & Emergency Medical Service Incident					
311 - Medical assist, assist EMS crew	29	78.4%			
322 - Motor vehicle accident with injuries	1	2.7%			
	Total: 30	Total: 81.1%	Total: 0	Total: 0	Total: 0
Incident Type Category: 5 - Service Call					
553 - Public service	3	8.1%			
	Total: 3	Total: 8.1%	Total: 0	Total: 0	Total: 0
Incident Type Category: 6 - Good Intent Call					
611 - Dispatched and cancelled en route	1	2.7%			
	Total: 1	Total: 2.7%	Total: 0	Total: 0	Total: 0
Incident Type Category: 7 - False Alarm & False Call					
743 - Smoke detector activation, no fire - unintentional	1	2.7%			
745 - Alarm system activation, no fire - unintentional	1	2.7%			
	Total: 2	Total: 5.4%	Total: 0	Total: 0	Total: 0
	Total: 37	Total: 100.0%	Total: 15,000	Total: 1,000	Total: 16,000

Report Filters

Basic Incident Date Time: is between '1/1/2023' and '1/31/2023'

Agency Name: is equal to 'CROSSLAKE'

Report Criteria

Incident Type (Fd1.21): Is Not Blank

**NORTH AMBULANCE
CROSSLAKE**

DECEMBER 2022 RUN REPORT

TOTAL CALLOUTS: 107

NIGHT: 33 DAY: 74

No Loads: 19
Cancels: 12
Fire Standbys: 01
Police Standbys: 00
Transported Patients: 75

CROSSLAKE: 50 (5 No Load, 4 Cancel, 1 Fire)
BREEZY POINT: 06 (1 No Load, 1 Cancel)
MERRIFIELD 05 (1 No Load)
FIFTY LAKES: 04
MANHATTAN BEACH: 02 (1 No Load)

MUTUAL AID TO:

PINE RIVER: 26 (8 No Load, 6 Cancel)
BRAINERD: 14 (3 No Load, 1 Cancel)

BLS TRANSFERS: 00
ALS TRANSFERS: 00

ALS INTERCEPTS (ADVANCED LIFE SUPPORT):

BRAINERD: 00
PINE RIVER: 00
AIRCARE: 02

C. 11.

MONTHLY PLANNING & ZONING STATISTICS - CROSSLAKE

PERMITS	January-2023	Year-to-Date 2023	January-2022	Year-to-Date 2022
New Construction (Dwellings)	1	1	1	1
Septic - New	1	1	1	1
Septic Upgrades	1	1	0	0
Porch / Deck	1	1	0	0
Additions	0	0	0	0
Landscape Alterations	0	0	4	4
Access. Structures	0	0	0	0
Demo/Move	0	0	0	0
Signs	0	0	1	1
Fences	0	0	0	0
E911 Addresses Assigned	1	1	2	2
Total Permits Issued	5	5	9	9

ENFORCEMENT / COMPLAINTS	Year-to-Date 2023	Year-to-Date Closed	Year-to-Date Open	Year-to-Date % Closed
Enforcement	0	0	0	0.0%
After-the-Fact Permits Issued	1			

CUSTOMER SERVICE STATISTICS	January-2023	Year-to-Date 2023	January-2022	Year-to-Date 2022
Counter Visits	24	24	29	29
Phone Calls	77	77	109	109
Email	67	67	96	96
Total	168	168	234	234

Call For Service	2	2	0	0
Shoreland Rapid Assessment Completed (Buffer)	0	0	1	1
Stormwater Plans Submitted	0	0	1	1
Site Visits	5	5	8	8

COMPLIANCE SEPTIC STATISTICS	Year-To-Date Received 2023	Year-To-Date Failed 2023	Year-To-Date Received 2022	Year-To-Date Failed 2022
Septic Compliance Inspections	0	0	1	0
Passing Septic Compliance Percentage		0.0%		100.0%

PUBLIC HEARINGS	January-2023	Year-to-Date 2023	January-2022	Year-to-Date 2022
DRT	1	1	1	1
Variance	1	1	2	2
CUP/IUP	0	0	0	0
Land Use Map	0	0	0	0
Subdivisions (Metes & Bounds; Preliminary; Final)	0	0	0	0
Consolidations/Lot Line Adjustments	0	0	1	1



STATED MINUTES

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

**December 16, 2022
9:00 A.M.**

**Crosslake City Hall
13888 Daggett Bay Road
Crosslake, MN 56442**

1. Present: Vice-Chair Bill Schiltz (as Chair); Mark Lindner; Jerome Volz; Kristin Graham; Alternate Joel Knippel and Liaison Council Member Aaron Herzog
2. Absent: Chair Mark Wessels
3. Staff: Peter Gansen, Planning & Zoning Administrator and Cheryl Stuckmayer, Planner-Zoning Coordinator
4. 11-18-2022 Minutes & Findings – **Motion by Volz; supported by Knippel to approve the minutes & findings as written. All members voting “Aye”, Motion carried.**

VARIANCE APPLICATIONS

Staff does not make decisions as to whether a variance application gets approved or denied. Staff's job is to inform the applicant of the requirements for submitting a variance, assess whether the application is complete when it is submitted and then presenting the facts of the application to the Planning Commission/Board of Adjustment (PC/BOA).

The PC/BOA determines whether they approve or deny an application at the public hearing as per Minnesota Statute 462 and the Crosslake Land Use Ordinance.

Through the process, staff does try to recommend different solutions and gives their opinion as to whether the PC/BOA may approve or deny the application, but they cannot reject a completed application. Even if staff feels that the application may be denied by the PC/BOA, they are obligated to accept the application and bring it to the PC/BOA. Should staff reject a completed application, they would open the city up to being sued by the applicant. Every property owner has the right to ask for a variance per Article 8 of the Land Use Ordinance.

Anyone that feels the PC/BOA has erred and would like to appeal their decision, also have the right to Appeal that decision per Article 8 of the Land Use Ordinance.

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 Highway 103 Storage Association – Subdivision / preliminary replat
7. Other Business

December 16, 2022 Planning Commission/Board Of Adjustment Meeting

- 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

**Highway 103 Storage Association
14320509**

Schiltz announced the subdivision/preliminary replat and asked Gansen to present the details. Gansen read the subdivision/preliminary replat request, notices sent out per city ordinance and Minnesota State Statue 462 requirements, project details, limited commercial zoning, impervious percentage (50% allowed and 57% approved by variance), stormwater management plan (SWMP) submitted, no septic system on parcel or proposed, one comment received from CWC Highway Department, and history of the parcel into the record. Lindner asked for clarification that each unit would be an individual parcel with Gansen stating that is correct. Schiltz invited Suedbeck, the representative, to the podium. Lindner asked why the building would have a separate parcel for each unit with Suedbeck stating that it would match the existing buildings within the condominium association currently in place. Suedbeck went on to say that they received approval on their variance and now they are doing the replat for each 6 individual units to be part of the association. Lindner asked if this was just a part of the sale process with Suedbeck replying, yes, nothing has changed in our request since the variance approval, this is part of the process of the building being part of the Highway 103 Storage Association. Schiltz said the past applications has been met with owners opposition but I understand that has been resolved, Suedbeck said, yes, all of the owners are very much in favor of this. Schiltz asked if the new building would be the same color/height, basic construction as the other units and stated that the SWMP is more than adequate in view of the soil conditions; south boundary fence, trees, or screening of some kind was discussed and agreed upon at the on-site, December 15, 2022. Suedbeck explained that once the building and pad is done, we will work with the adjoining southern parcel owner, along with Gansen, to determine how to handle the screening. Schiltz opened the public hearing. Teri Anderson of 33885 Cty Rd 3 stated she was in attendance to get the details of the project, the procedure and how if any it impacts her. Schiltz closed the public hearing. Schiltz asked if any of the commissioners had additional questions. Volz stated that this is a great spot for the project and the SWMP submitted was well done, with Schiltz agreeing and added it is completely out of site. Lindner stated that this will not change the parcel, just add another building and new owners. Lindner also stated his appreciation on the trees that would be put in for screening and agreeing to work with the neighbor. Schiltz requested Gansen to initiate the findings of fact procedure with the board members deliberating and responding to each question. On question number 6 of the findings Schiltz reiterated the discussion that was held at the on-site, December 15, 2022 which pertained to some erosion going on in the southeast corner of the property and that rocks were going to be used to eliminate this item, slow it down and direct the flow to the catch basin as stated by the owner.

December 16, 2022 Action:

Motion by Volz; supported by Lindner to approve a recommendation to the city council to be included in the association with the preliminary replat for:

The preliminary replat of Highway 103 Storage Second Addition, consisting of 1 building split into 6 units to be sold individually on 7.3 acres resulting in 57% impervious, Section 32, parcel 14320509

Per the findings of fact as discussed, the on-site conducted on 12-15-2022 and as shown on the certificate of survey/preliminary replat received at the Planning & Zoning office dated 8-10-2022 for property located at 13529 County Rd 103, Crosslake, MN 56442

Conditions:

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

- 1. Previously approved variance 220158V conditions be met and indefinitely followed**
- 2. Screening per discussion held today and as required by the Code of Ordinance for the City of Crosslake Chapter 26 Land Use, Article 26**
- 3. Located in the southeast corner of the parcel - install a type of rip-rap/rock method used to stop/prevent/direct erosion to an existing catch basin as agreed upon by the owners of this proposed project**

Findings: See attached/packet

All members voting "Aye", Motion carried.

Other Business:

Staff report

Monthly city council report

Development Review Team (DRT) had 1 December monthly meeting

Permits – nothing significant to report (NSTR)

Fee schedule – It was discussed at the December city council meeting that Gansen should bring the fee schedule before the commissioners for their input as to raising all or some of the fees and possibly adding some new ones. A discussion was held with the commissioners, Herzog and staff as to what should be presented to the city council in the near future on the fee schedule. Gansen explained some fees and what surrounding areas have. Gansen suggested possibly a minimum of 10% increase across the board; cost versus community size; building code required if the resident count is 2500 or over. Lindner stated the burden should be on the builder not the tax payors.

Requested and agreed to have the fee schedule and meeting schedule emailed to all commissioners.

Next Month:

January 9 – Public Hearing Application deadline for February

January 9 – City Council Meeting

January 10 – Development Review Team (DRT)

January 26 – One site visit

January 27 – One PC/BOA

Open Forum:

1. None

Matters not on the Agenda:

1. There were no matters not on the agenda

Motion by Knippel; supported by Volz to adjourn at 10:00 A.M.

All members voting “Aye”, Motion carried.

Respectfully submitted,

Cheryl Stuckmayer

Cheryl Stuckmayer
Planner-Zoning Coordinator

CITY OF CROSSLAKE
PUBLIC WORKS COMMISSION
MEETING MINUTES
MONDAY, DECEMBER 5, 2022
4:00 P.M. – CITY HALL

Pursuant to due notice and call the Public Works Commission held its regular monthly meeting on Monday, December 5, 2022 in City Hall. The following Commission Members were present: Tom Swenson, Mic Tchida, Bob Frey, Gordon Wagner and Tim Berg. Also in attendance were City Administrator Mike Lyonais, Public Works Director Pat Wehner, Council Liaison Dave Nevin, City Clerk Char Nelson, and City Engineer Phil Martin.

1. The meeting was called to order at 4:00 P.M. by Tom Swenson.
2. Phil Martin handed out materials that were for Commission Member’s information only regarding draft proposal with Casper Construction. Mr. Martin explained that he did not want the proposed terms made public until the Council approved them. Mr. Martin briefly reviewed the proposal and provided reasoning behind decisions. Mr. Martin is optimistic that the City and Casper Construction can come to an agreement without litigation. One of the sticking points has been the number of added working days. Because traffic drove through the construction site on a daily basis, Casper Construction claimed more days than Bolton & Menk allowed.

Bob Frey asked if the Log Church was responsible for any delay in the project. Phil Martin replied that deeper installation of pipes added approximately 3 days, but that most of the delays came from the County’s request to add curb and gutter to the east side of CSAH 66. Tim Berg asked if the County will help pay for the extra costs. Mr. Martin responded that the County will pay their portion of the project. Bob Frey asked if the contract allowed for extra days. Mr. Martin stated that the contract allows for extra days if warranted and added that the committee that met with Casper Construction agreed that 21 extra days were reasonable, while Casper Construction asked for 28 days. This left 7 days in question. Mr. Martin thinks that the two parties would be able to compromise with an additional 1 day to break even and not cost the City any legal fees to take it further and not cost the contractor liquidated damages. A MOTION WAS MADE BY TIM BERG AND SECONDED BY BOB FREY TO RECOMMEND THAT THE CITY COUNCIL OFFER COMPROMISE OF ONE ADDITIONAL DAY FOR TRAFFIC DELAY WITH CASPER CONTRUCTION.

Dave Nevin asked what the final completion date was and if Casper Construction could receive more penalties at that time. Phil Martin replied that final completion date should have been October 15, 2022, however, Casper Construction continued working from October 16 through October 27. Now the project is suspended until Spring. Once work begins again, each day will be counted as late. Tom Swenson suggested that the Council inform the audience at the Council meeting that the proposed agreement is only through substantial completion and that more charges could come after final completion. MOTION CARRIED 4-1 WITH WAGNER OPPOSED. Mr. Wagner stated that too much was not being accounted for.

Phil Martin reported that Bolton & Menk submitted a list of road segments for inclusion with the 2023 Chip Sealcoat County program. Based on County 2022 Chipseal costs, they are estimating a cost of about \$108,000 for the chip sealcoat work. Roads included are Sand Pointe Drive, Bonnie Lakes Road, Dancing Bear Drive, Rushmoor Boulevard, Rushmoor Trail, Birch Narrows Road, and Wild Wind Ranch Drive. Mr. Martin stated that these are the only areas left in the City that are eligible for seal coat. Phil Martin stated that he and Patrick Wehner will drive the roads in the spring and take a physical look at the conditions to determine which are eligible for crackfill.

Phil Martin reported that an Open House for the CSAH 3/66 Pedestrian & Intersection Improvements was held in City Hall on November 29th. It was well attended and they received a lot of public input at the meeting, via email, and at the project INPUTiD information platform regarding conditions and options for improvement. The engineers are suggesting a roundabout based on research however, all options are still being considered. The County Engineer's biggest concern is pedestrian safety. Tom Swenson stated that he attended the Open House and noted that the only people who show up are the ones against it. Phil Martin agreed and stated many people did not speak because of the tone of the crowd. A discussion ensued regarding how a roundabout provides pedestrian safety.

3. A MOTION WAS MADE BY GORDON WAGNER AND SECONDED BY TIM BERG TO APPROVE THE MINUTES OF THE NOVEMBER 9, 2022 MEETING. MOTION CARRIED WITH ALL AYES.
4. Pat Wehner reported that the guardrails were finished on Bonnie Lakes Road and work on the clarifiers resumed today.
5. Tom Swenson asked if the roads used for the detour this summer were on the list to be repaired. Phil Martin stated that they were filled with Mastic crackfill and were holding together. Gordon Wagner lives in the area and said the roads were not in bad shape.
6. A MOTION WAS MADE BY TOM SWENSON AND SECONDED BY GORDON WAGNER TO ADJOURN THE MEETING AT 5:10 P.M. AYES: ALL.

Charlene Nelson
City Clerk

Crosslake Economic Development Authority
Meeting Minutes
8:30 A.M. October 5, 2022 Crosslake City Hall

Members present: Dean Fitch, Patty Norgaard, Roger Roy, John Andrews
Others present: Tyler Glynn, BLAEDC Executive Director; Alison Medeck, BLAEDC Special Initiatives Director; Kristen Peterson, Tremolo Communications; Carla Bainbridge; John Forney; Bill Reed; Julie Gowen; Steven Spencer; Pat Netko; Martha Steele, Mission Township resident

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

A motion was made by Patty Norgaard and seconded by Roger Roy to approve the minutes of the July 6, 2022 meeting. No discussion. Motion carried with all ayes.

Crosslake EDA Website:

Allison Medeck and Kristen Peterson presented the updated website based on a input focusing on inspiration and a modern/clean view that was easy to navigate. "Live, Work, Play" theme is integrated with links to Crosslakers, Crosslake Cares, Crosslake Community Center and WAPOA featured on the home page. A top priority is to create an EDA page with board members and a mission statement. Comments were favorable stating that it was very clean and very readable. Discussion ensued on what should be listed and how detailed the listings should be without missing anyone. Seasonal photos will be integrated to keep the website fresh. Kudos were given to Tremolo Communications for their long-term commitment to this project at no charge.

Housing Update:

Bill Reed announced that a purchase agreement on the property is in place where there will be a 36-unit facility built. Tyler Glynn reported that financing rates are up but there are good opportunities available especially through the HRA Trust Fund. The following topics were talked about: TIF, interest in TIF, available properties and quality builders.

Economic Vitality Discussion:

In the vein that what is good for the Brainerd Lakes Area is good for Crosslake, Tyler Glynn was asked to give an overview of what was happening. He stated that there was a lot going on and there did not appear to be a slowdown. A 250-unit apartment building is going up in Baxter, a 65 unit south of Jack Pine Brewery, a 64 unit in Pequot Lakes, Main Street Revitalization in Brainerd, multiple new businesses in Crosby and the new Essentia Clinic in Deerwood. The area continues to grow. Dean Fitch pointed out that when looking at the Economic Vitality chapter of the Comprehensive Plan more specific strategies need to be put in place as well as with the entire plan.

2024 Intersection and Feasibility Study:

Crow Wing County, in partnership with the City of Crosslake, is planning to make improvements to County Road 3 and County Road 66. This corridor has been a topic of conversation for some time, and with the National Loon Center (NLC) set to open in 2024, improvements are needed now more than ever. A link to the study was provided and was strongly encouraged to view and comment on the

County's proposal as it is time critical. The Crosslakers are meeting once a week and comments are being provided. Community input needs to get to the County. Options were taken into consideration and voiced to the county. Roundabout options, gentle curves, traffic flow and impact on businesses were all points brought up and deemed important to the process. Professional opinion of what will work and what will not work is being sought. County meetings are scheduled to provide information and receive input on this proposed project.

Upcoming Events:

City Council Meeting October 10th

Next Meeting: December 7th (subject to change)

There being no further business or announcements, Dean Fitch adjourned the meeting at 9:35 A.M.

Martha Steele
Volunteer

	A	D	E	F	G	H	I	J	K	L	M	N	O	P
1														
2	W/M Baxter/ Brainerd													
3	Recycling tons allocation													
4	for the year of 2022													
5	City of Crosslake <cityclerk@	Jan	Feb	Mar	April	May	June	July	August	Sept	Oct	Nov	Dec	
6	ALL Residential Recycling Tons	29.96	14.77	33.55	40.08	35.15	40.54	28.54	39.21	43.31	21.26	33.51	29.33	
8	Cross Lake	0.11	0.05	0.12	0.15	0.13	0.15	0.15	0.35	0.38	0.21	0.33	0.28	
9														
10														
11														
12														
13														
14														
15														
16														
17														
18	Prepared by: Stacie Bednarek													



SCORE REPORT FORM

C.
16.

Mo./Yr. **December 2022**

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)	7,673	
Corrugated Cardboard	5,472	
Newspaper	-	
Mixed Paper (News, Mags, Mixed Mail, CDBD)	2,201	

Metal: Appliances, misc...

Commingled Materials: (includes)

%		lbs
5%	Metals- Aluminum Cans	1931
21%	Tin Cans	8110
61%	Glass-	23558
	Clear bottles	
	Green bottles	
	brown bottles	
10%	Plastic - #1 & #2 bottles	3862
3%	Rejects	1159
100%		38620

Total LBS.	46,293	0
Total Tons	23.15	0

OUT OF COUNTY Waste Disposal	
Final Destination:	N/A
Disposal Site Permit # :	_____
Tons Delivered:	NONE

Total Number of Recycling Customers Served this Month
1326

	Recycling		11,120 Paper	195,140 Comingle
	Customers	%		
Brainerd	2880	43%	4,780	83,881
Baxter	1362	20%	2,261	39,669
Breezy Point	485	7%	805	14,126
Pequot Lakes	351	5%	583	10,223
Crosslake	1326	20%	2,201	38,620
Ironton	253	4%	420	7,369
Nisswa	43	1%	71	1,252
	6700	100%		

C.
17.

Contribution Report

Crosslake Ideal Lions Club

For All Sites

From 01/01/2022 to 12/31/2022

Date Written	Check Number	Payee	Description	Total
For Empty Code				
01/12/2022	8663	PAL Foundation	playground equipment	40000.00
02/10/2022	8685	Crosslake Area Senior Services	Crosslake cares senior expo	1250.00
03/10/2022	8699	Crosslake Food Shelf		4000.00
03/10/2022	8700	Crosslake Community School	trap team	3000.00
03/10/2022	8701	Independent School Dist 186	pequot lakes patriot shooting team	5000.00
03/10/2022	8702	Zuhrah Shriners	parade contribution	1000.00
04/13/2022	8716	Greater Crosslake Area Foundation		167.00
04/13/2022	8717	PAL Foundation		167.00
04/13/2022	8718	National Loon Center Foundation		166.00
04/14/2022	8719	Crosslake Community School	Archery Team	6000.00
04/14/2022	8720	PAL Foundation	music in the park	3000.00
05/12/2022	8736	MN Teen Challenge	suicide prevention	1000.00
05/18/2022	8738	Jack Hennies	Memorial Account	1000.00
05/20/2022	10113826	MN Gambling Control Board	01487	1200.00
06/09/2022	8750	PAL Foundation	music in the park	13600.00
06/09/2022	8754	Crosslake Area Historical Society	maintenance on structures	5000.00
06/09/2022	8755	Travis Romine	medical hardship	5000.00
06/09/2022	8752	MN Broken Wing Connection	broken wing pheasant hunt	250.00
08/01/2022	10113853	PAL Foundation	Music in the park	568.90
08/15/2022	8780	PAL Foundation	crosslake days music	4000.00
08/15/2022	8267	Zuhrah Shrine Mariners	void check written jan 31 2020	(1000.00)
08/15/2022	2031	MN Lions Vision	void check written march 11 2020	(1000.00)
09/07/2022	8787	PAL Foundation	bathrooms for music in park	302.66
09/15/2022	8796	Pequot Lakes Red Line Club	ice time etc	3000.00
10/15/2022	8811	Lions 5M9 Hearing Foundation	01487	1000.00
10/15/2022	8812	MN Lions Diabetes Foundation	01487	1000.00
10/15/2022	8813	MN Lions Vision Foundation	01487	1000.00
10/15/2022	8814	Lions Can Do Canines	01487	1000.00
10/15/2022	8815	Lions 5M9 Kamp Kace	01487	1000.00
10/15/2022	8816	LCIF-Lions Club Int'l Foundation	01487	1000.00
10/15/2022	8817	Lions 5M9 Leader Dog	01487	1000.00
10/15/2022	8818	Lions 5M9 Kids Sight	01487	1000.00
10/15/2022	8819	PAL Foundation	community halloween party	500.00
12/14/2022	8841	Rotary Club of Central Lakes	victims of human trafficking	5000.00
12/14/2022	8842	PAL Foundation	binoculars for Loon Center	1000.00
12/14/2022	8843	Lakes Area Heroes	raise awareness	500.00
12/14/2022	8844	Lily Thompson	sign language convention	2500.00
Total of Empty Code				114171.56
Total of Organization				114171.56

**CROSSLAKE-FIFTY LAKES AMER. LEGION POST 500 & AMER. LEGION AUXILIARY UNIT 500
2022 CHARITABLE CONTRIBUTIONS REPORT**

<u>RECIPIENT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>TOTAL</u>
<u>Assistance to Veterans and Organizations Which Assist Veterans</u>			
Homeless & Wounded Warriors of MN	Assistance to veterans in need	\$7,964	
Eagle's Healing Nest	Assistance to veterans in need	\$5,065	
Patriot Assist Dogs	Support dogs for veterans in need	\$2,000	
Joel Carlton	Support for local SAL member's family medical needs	\$4,000	
D.A.V. #12	Support for disabled veterans organization	\$2,500	
Heartland Senior Living	Support for local veteran's housing needs	\$500	
MN American Legion Auxiliary-ALA	Support several programs for veterans	\$2,500	
Lutheran Social Services	Meals for senior veterans	\$77	
American Legion Post 500 Color Guard	Color Guard uniforms & supplies	<u>\$1,047</u>	\$25,653
<u>Support for Active Military</u>			
-----	Gifts & Shipping for Active Duty Soldiers	<u>\$600</u>	\$600
<u>Education Assistance-College Scholarships</u>			
University of Minnesota	Scholarship for local student	\$1,000	
South Dakota School of Mines	Scholarship for local student	\$1,000	
Central Lakes College	Scholarship for local student	\$1,000	
SONH University	Scholarship for local student	<u>\$1,000</u>	\$4,000
<u>Support for Children & Youth Programs</u>			
TVC Camp Cuyuna	Donation for tent	\$3,000	
Minnesota D.A.R.E.	Support for drug awareness program	<u>\$250</u>	\$3,250
<u>Support for Other Community Programs, Organizations & Needs</u>			
C.L.F.D.R.A.	Support for fire department needs	\$1,000	
Crosslake Community School PTO	Support CCS Archery Team	\$500	
Crosslake Food Shelf	Support local families in need	\$2,500	
Emily Food Shelf	Support local families in need	\$2,000	
Lakes Area Pregnancy Support Center	Support women/families in crisis	\$1,000	
Erik Skattz	Support for local injured police officer	\$1,000	
Best Christmas Ever	Support for local families' Christmas program	\$2,500	
Christmas for Kids	Support for local families' Christmas program	<u>\$3,000</u>	\$13,500
Total Charitable Contributions for 2022			\$47,003

	A	B	C	D	E	F	G	H	I	J	K
1	Merrifield Marathons Inc.										
2	2022 Lawful Purpose Expenditures										
3	A1	A2	*A5	A7	A13	A18	Total	A8	Total		
4	501@3	Homelessness	Scholarship	Youth	Trails	Gblg License		Taxes			
5	Jan		\$ 4,000.00		\$ 3,833.21			\$ 7,311.00			
6		\$ 5,000.00							Emily-Outing Snowbirds		
7		\$ 1,000.00							Mid MN Womens Shelter		
8		\$ 500.00							Habitat for Humanity		
9	Jan Total	\$ 6,000.00	\$ 4,000.00	\$ -	\$ 3,833.21		\$ 14,333.21	\$ 7,311.00	\$ 21,644.21		
10	Feb		\$ 2,000.00		\$ 5,971.56			\$ 9,967.00			
11	Feb Total	\$ -	\$ 2,000.00		\$ 5,971.56		\$ 7,971.56	\$ 9,967.00	\$ 17,938.56		
12	Mar		\$ 1,800.00		\$ 4,536.13			\$ 10,855.00			
13		\$ 1,000.00							Emily Emergency Food Shelf		
14		\$ 1,000.00							Cross Lake Food Shelf		
15		\$ 1,000.00							Lakes Area Food Shelf		
16											
17	Mar Total	\$ 3,000.00	\$ 1,800.00	\$ -	\$ 4,536.13		\$ 9,336.13	\$ 10,855.00	\$ 20,191.13		
18	April				\$ 2,850.72			\$ 9,955.00	\$ 12,805.72		
19	Apr Total	\$ -	\$ -	\$ -	\$ 2,850.72		\$ 2,850.72	\$ 9,955.00	\$ 12,805.72		
20	May				\$ 1,491.78			\$ 11,063.00			
21		\$ 1,000.00							Salvation Army Food Shelf		
22	May Total	\$ 1,000.00	\$ -	\$ -	\$ 1,491.78		\$ 2,491.78	\$ 11,063.00	\$ 13,554.78		
23	June				\$ 100.47			\$ 9,849.00			
24		\$ 500.00							Sharrng Bread Soup Kitchen		
25	June Total	\$ -	\$ 500.00	\$ -	\$ 100.47		\$ 600.47	\$ 9,849.00	\$ 10,449.47		
26	July				\$ 87.44			\$ 9,779.00			
27									2021 Income Tax		
28								\$ 15,696.00			
29	July Total	\$ -	\$ -	\$ -	\$ 87.44		\$ 87.44	\$ 7,660.00	\$ 33,135.00	\$ 33,222.44	
30	Aug				\$ 239.30			\$ 5,196.00			
31		\$ 500.00							The Center - Toy Makers		
32		\$ 700.00							Salvation Army- Back to School		
33	Aug Total	\$ 1,200.00	\$ -	\$ -	\$ 239.30		\$ 1,439.30	\$ 5,196.00	\$ 6,635.30		
34	Sept				\$ 32.00			\$ 4,659.00			
35								\$ 1,230.00			
36	Sept Total	\$ -	\$ -	\$ -	\$ 32.00		\$ 32.00	\$ 5,889.00	\$ 5,921.00		
37	Oct				\$ 5,285.57			\$ 10,886.00			
38		\$ 250.00							Suicide Prevention		

	A	B	C	D	E	F	G	H	I	J	K
39									2022 Income Tax Deposit	\$ 2,600.00	
40						\$ 20,078.75			A23 - Defender		
41							\$ 1,050.00		Gambling License		
42	Oct Total	\$ 250.00	\$ -	\$ -	\$ -	\$ 25,364.32	\$ 1,050.00	\$ 26,664.32		\$ 13,486.00	\$ 40,150.32
43	Nov					\$ 1,575.42				\$ 8,159.00	
44		\$ 1,000.00							Salvation Army - Food Shelf		
45		\$ 1,000.00							Emily Emergency Food Shelf		
46		\$ 1,000.00							Cross Lake Food Shelf		
47		\$ 1,000.00							Care and Share		
48		\$ 1,000.00							Lakes Area Food Shelf		
49			\$ 1,000.00						Outreach Program		
50		\$ 600.00							Christmas for Kids		
51		\$ 600.00							Toys for Tots		
52	Nov Total	\$ 6,200.00	\$ 1,000.00	\$ -	\$ -	\$ 1,575.42		\$ 8,775.42		\$ 8,159.00	\$ 16,934.42
53	Dec			\$ 1,000.00				\$ (5,275.33)		\$ 9,249.00	
54		\$ 1,000.00							Habitat for Humanity		
55		\$ 1,000.00							Sharing Bread Soup Kitchen		
56									2022 Income Tax Deposit	\$ 2,600.00	
57									2022 Income Tax Deposit	\$ 1,230.00	
58	Dec Total	\$ 2,000.00	\$ -	\$ 1,000.00	\$ -	\$ -	\$ -	\$ (5,275.33)		\$ 13,079.00	\$ 10,803.67
59	2022 Total	\$ 19,650.00	\$ 2,000.00	\$ 8,800.00	\$ -	\$ 46,082.35	\$ 1,050.00	\$ 69,307.02		\$ 137,944.00	\$ 210,251.02
60											

61 A5 Scholarships are given to Brainerd High School, Crosby-Ironton School and Pequot Lakes School

RESOLUTION NO. 23-_____
CITY OF CROSSLAKE
COUNTY OF CROW WING
STATE OF MINNESOTA

RESOLUTION APPROVING OFF-SITE CHARITABLE GAMBLING
BY THE
NORTHERN LAKES YOUTH HOCKEY ASSOCIATION
AT
WHITEFISH LODGE AND SUITES

On February 13, 2023, the Crosslake City Council approved the Northern Lakes Youth Hockey Association request to conduct off-site charitable gambling at Whitefish Lodge and Suites on **March 18, 2023 and April 1, 2023.**

The Northern Lakes Youth Hockey Association operates under License Number 02055.

Adopted by the Council this 13th day of February, 2023.

Dave Nevin
Mayor

Michael R. Lyonais
City Administrator

LG230 Application to Conduct Off-Site Gambling

No Fee

ORGANIZATION INFORMATION

Organization Name: Northern Lakes Youth Hockey Assoc. INC. License Number: 02055

Address: Po Box 83 City: Crosslake, MN Zip: 56442

Chief Executive Officer (CEO) Name: Marissa Raushel Daytime Phone: 218-839-0894

Gambling Manager Name: John Engstrom Daytime Phone: 218-820-4636

GAMBLING ACTIVITY

Twelve off-site events are allowed each calendar year not to exceed a total of 36 days.

From 03 / 18 / 23 to 03 / 18 / 23

Check the type of games that will be conducted:

Raffle
 Pull-Tabs
 Bingo
 Tipboards
 Paddlewheel

GAMBLING PREMISES

Name of location where gambling activity will be conducted: Whitefish Lodge and Suites

Street address and
City (or township): 14150 Swann Drive Crosslake Zip: 56442 County: Crow Wing

- Do not use a post office box.
- If no street address, write in road designations (example: 3 miles east of Hwy. 63 on County Road 42).

Does your organization own the gambling premises?

Yes If yes, a lease is not required.
 No . If no, the lease agreement below must be completed, and signed by the lessor.

LEASE AGREEMENT FOR OFF-SITE ACTIVITY (a lease agreement is not required for raffles)

Rent to be paid for the leased area: \$0 (if none, write "0")

All obligations and agreements between the organization and the lessor are listed below or attached.

- Any attachments must be dated and signed by both the lessor and lessee.
- This lease and any attachments is the total and only agreement between the lessor and the organization conducting lawful gambling activities.
- Other terms, if any:

Lessor's Signature: *Krista B* Date: 2/3

Print Lessor's Name: Krista Brukhardt

Acknowledgment by Local Unit of Government: Approval by Resolution

CITY APPROVAL for a gambling premises located within city limits	COUNTY APPROVAL for a gambling premises located in a township
City Name: <u>Crosslake</u>	County Name: _____
Date Approved by City Council: _____	Date Approved by County Board: _____
Resolution Number: _____ (If none, attach meeting minutes.)	Resolution Number: _____ (If none, attach meeting minutes.)
Signature of City Personnel: _____	Signature of County Personnel: _____
Title: _____ Date Signed: _____	Title: _____ Date Signed: _____
<p>Local unit of government must sign.</p>	<p>TOWNSHIP NAME: _____</p> <p>Complete below only if required by the county. On behalf of the township, I acknowledge that the organization is applying to conduct gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.213, Subd. 2.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date Signed: _____</p>

CHIEF EXECUTIVE OFFICER (CEO) ACKNOWLEDGMENT

The person signing this application must be your organization's CEO and have their name on file with the Gambling Control Board. If the CEO has changed and the current CEO has not filed a LG200B Organization Officers Affidavit with the Gambling Control Board, he or she must do so at this time.

I have read this application, and all information is true, accurate, and complete and, if applicable, agree to the lease terms as stated in this application.


2-4-23

Signature of CEO (must be CEO's signature; designee may not sign)
Date

<p>Mail or fax to:</p> <p>Minnesota Gambling Control Board Suite 300 South 1711 West County Road B Roseville, MN 55113 Fax: 651-639-4032</p>	<p>No attachments required.</p> <p>Questions? Contact a Licensing Specialist at 651-539-1900.</p>
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This publication will be made available in alternative format (i.e. large print, braille) upon request.

<p>Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's application.</p> <p>Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public.</p>	<p>If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public.</p> <p>Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor; national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.</p>
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LG230 Application to Conduct Off-Site Gambling

No Fee

ORGANIZATION INFORMATION

Organization Name: Northern Lakes Youth Hockey Assoc. INC. License Number: 02055
Address: Po Box 83 City: Crosslake, MN Zip: 56442
Chief Executive Officer (CEO) Name: Marissa Raushel Daytime Phone: 218-839-0894
Gambling Manager Name: John Engstrom Daytime Phone: 218-820-4636

GAMBLING ACTIVITY

Twelve off-site events are allowed each calendar year not to exceed a total of 36 days.

From 04/12/23 to 04/16/23

Check the type of games that will be conducted:

- Raffle Pull-Tabs Bingo Tipboards Paddlewheel

GAMBLING PREMISES

Name of location where gambling activity will be conducted: Whitefish Lodge and Suites

Street address and City (or township): 14150 Swann Drive Crosslake Zip: 56442 County: Crow Wing

- Do not use a post office box. If no street address, write in road designations (example: 3 miles east of Hwy. 63 on County Road 42).

Does your organization own the gambling premises?

- Yes If yes, a lease is not required. No If no, the lease agreement below must be completed, and signed by the lessor.

LEASE AGREEMENT FOR OFF-SITE ACTIVITY (a lease agreement is not required for raffles)

Rent to be paid for the leased area: \$0 (if none, write "0")

All obligations and agreements between the organization and the lessor are listed below or attached.

- Any attachments must be dated and signed by both the lessor and lessee. This lease and any attachments is the total and only agreement between the lessor and the organization conducting lawful gambling activities. Other terms, if any:

Lessor's Signature: Kista Brunkhorst Date: 2/3
Print Lessor's Name: Kista Brunkhorst

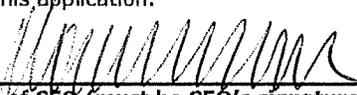
Acknowledgment by Local Unit of Government: Approval by Resolution

CITY APPROVAL for a gambling premises located within city limits	COUNTY APPROVAL for a gambling premises located in a township
City Name: <u>Crosslake</u>	County Name: _____
Date Approved by City Council: _____	Date Approved by County Board: _____
Resolution Number: _____ (If none, attach meeting minutes.)	Resolution Number: _____ (If none, attach meeting minutes.)
Signature of City Personnel: _____	Signature of County Personnel: _____
Title: _____ Date Signed: _____	Title: _____ Date Signed: _____
<p>Local unit of government must sign.</p>	<p>Complete below only if required by the county. On behalf of the township, I acknowledge that the organization is applying to conduct gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.213, Subd. 2.)</p> Print Township Name: _____ Signature of Township Officer: _____ Title: _____ Date Signed: _____

CHIEF EXECUTIVE OFFICER (CEO) ACKNOWLEDGMENT

The person signing this application must be your organization's CEO and have their name on file with the Gambling Control Board. If the CEO has changed and the current CEO has not filed a LG200B Organization Officers Affidavit with the Gambling Control Board, he or she must do so at this time.

I have read this application, and all information is true, accurate, and complete and, if applicable, agree to the lease terms as stated in this application.



 Signature of CEO (must be CEO's signature; designee may not sign)

2-4-23

 Date

<p>Mail or fax to:</p> <p>Minnesota Gambling Control Board Suite 300 South 1711 West County Road B Roseville, MN 55113 Fax: 651-639-4032</p>	<p>No attachments required.</p> <p>Questions? Contact a Licensing Specialist at 651-539-1900.</p>
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This publication will be made available in alternative format (i.e. large print, braille) upon request.

<p>Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's application.</p> <p>Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public.</p>	<p>If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public.</p> <p>Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor; national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.</p>
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C.19.

BILLS FOR APPROVAL
February 13, 2023

VENDORS	DEPT		AMOUNT
Ace Hardware, scissors, brush, polish	Police		36.56
Ace Hardware, caster wheels	Park		15.98
Ace Hardware, leather gloves	Sewer		16.99
Ace Hardware, bird food, bits	Park		16.17
Ace Hardware, drill press bits	Park		76.96
Ace Hardware, hose, drywall anchors	Park		36.59
Ace Hardware, bird food, bolts	Park		14.81
Ace Hardware, sand paper	Park		38.97
Ace Hardware, reaming pen, end cap	Park		19.58
Ace Hardware, sharkbite cap	Park		3.40
Ace Hardware, bolts	Park		14.99
Ace Hardware, sink repair parts	Park		55.36
Ace Hardware, impact driver kit, clamp	Park		106.98
Ace Hardware, battery clip, coupling	Park		12.98
Ace Hardware, alum angle, hardware	Fire		20.39
Ace Hardware, batteries	PW		7.99
Ace Hardware, ball coupler, towing cable	Park		63.97
Ace Hardware, bearings	Park		31.98
Ace Hardware, bird seed, heat shrink tubes, splice butts	Park		50.32
American Steel, square tube	Park		57.28
American Steel, flat steel	Park		6.82
AT&T, cell phone and ipad charges	ALL	pd 1-17	1,161.88
AT&T, cell phone and ipad charges	ALL		1,162.36
AW Research, water testing	Sewer		1,120.60
Baker & Taylor, books	Library	pd 2-1	14.89
Baker & Taylor, books	Library		577.19
Bolton & Menk, general engineering	PW		580.00
Bolton & Menk, moonlite bay sewer extension	Sewer		6,600.00
Brainerd Hydraulics, spinner motor, hose, parts	PW	pd 1-23	889.49
Brainerd Hydraulics, hose wrap	PW		12.00
City of Crosslake, sewer utilities	ALL		220.00
Civic Plus, ordinance bank subscription	Gov't		48.17
Clifton Larson Allen, billing #1 audit services	Gov't		1,312.50
Council #65, union dues	Gov't		348.73
Crosslake Auto Body, repairs	Fire	pd 2-1	826.84
Crosslake Sheetmetal, service calls, replace co sensor	Fire		962.50
Crow Wing County, wetland conservation act annual admin fee	PZ		1,000.00
Crow Wing County, address assignment	Gov't		25.00
Crow Wing County, road salt	PW		4,420.19
Crow Wing Power, electric services	ALL	pd 1-17	8,581.49
CTC, web hosting	Gov't		10.00
Dacotah Paper, janitorial supplies	Park		422.46
DeLage Landen Financial Services, copier lease	Park		117.00
Delta Dental, dental insurance	ALL		1,431.63
Digital Ink, signs	Park		386.00
Ferguson Waterworks, neptune 360 software support	Sewer		2,800.00

Fire Instruction & Rescue, fire behavior training	Fire		650.00
Fire Instruction & Rescue, ems training	Fire		1,800.00
Fire Instruction & Rescue, hybrid vehicle safety	Fire		650.00
First Supply, manifold with flow meter	Sewer		454.72
First Supply, manifold with flow meter, tube, pipe, wiring	Sewer		986.33
Fortis, disability insurance	ALL		889.87
Forum Communications, meeting notice of 1/27/23	PZ		26.31
Forum Communications, meeting notice of 2/24/23	OZ		28.70
Forum Communications, request for proposals for services	Gov't		40.66
Forum Communications, budget summary statement	Admin		114.80
Fyles Satellites, pump sludge at treatment plant	Sewer		250.00
Grand Forks Fire Equipment, helmets	Fire		1,386.91
Guardian Pest Services, pest control	Gov't/Park		89.00
Hawkins, chemicals	Sewer		965.85
Hytec, repair fascia	Fire		1,533.00
Initiative Foundation, annual contribution	Gov't		1,650.00
Jefferson Fire & Safety, turnout gear	Fire		1,854.26
Joe Chase, uniform reimbursement	PW		95.00
Johnson Fitness & Wellness, preventative maintenance	Fire		209.00
Johnson Killen & seiler, legal fees	Gov't		2,021.00
Jory Danielson, reimburse for water, uniform, training	Fire	pd 1-17	223.62
Kimber Creek, reprogram key fob	Police		66.00
Lakes Area Rental, fuel filter, spark plug, gas, clean air filter	PW	pd 1-13	53.77
Lakes Area Rental, log splitter rental	Park		60.00
Lakes Area Rental, chain	Park		31.98
Lakes Printing, business cards	Police		61.50
Lakes Printing, brochures	Park		94.90
Little Falls Machine, saddle, wing bolt, slotted nut, pivot shaft	PW		1,159.15
Mastercard, Adobe, monthly premium	PW		36.49
Mastercard, Adobe, annual premium	Police		257.57
Mastercard, Amazon, prime monthly premium	Gov't		14.99
Mastercard, Amazon, door stopper	Park	pd 1-23	9.99
Mastercard, Amazon, pressure gauge	Park	pd 1-23	13.97
Mastercard, Amazon, drawer organizers	Park		28.99
Mastercard, Amazon, clamp	Park		24.99
Mastercard, Amazon, gate latch	Park		22.95
Mastercard, Amazon, clipboard	Park		4.59
Mastercard, Amazon, rekeying set	Park		28.99
Mastercard, Amazon, pens	Park		9.45
Mastercard, Amazon, door stops	Park		4.49
Mastercard, Amazon, tri-flow	Park		22.40
Mastercard, Amazon, thermometer	Park		14.99
Mastercard, Amazon, no ethanol decals	Park		17.98
Mastercard, Amazon, safety cans, bar clamp	Park		254.39
Mastercard, BCA, training	Police		300.00
Mastercard, Brainerd Dispatch, subscription	Library	pd 1-23	225.15
Mastercard, Chemspa, gym equipment wipes	Park	pd 1-23	522.72
Mastercard, Costco, janitorial supplies	PW		188.58
Mastercard, Docusend, email bills	Sewer		4.40
Mastercard, Microsoft, monthly premium	Fire		17.71
Mastercard, Microsoft, monthly premium	Police		75.16
Mastercard, MN Chiefs of Police Assn, conference registration	Police		525.00

Mastercard, MN Chiefs of Police Assn, membership dues	Police		342.00
Mastercard, MN Rural Water Assn, training	Sewer	pd 1-23	275.00
Mastercard, Rush Order Tees, shirts	Police		123.55
Mastercard, Star Tribune, subscription	Library	pd 1-23	696.80
Mastercard, Zoom, monthly premium	Gov't		64.99
MCSI, copier maintenance agreement	Park		44.61
Menards, tamper, batteries, scoop	Park		96.15
Menards, switch box, dish soap	PW		36.88
Menards, exchange heater	Gov't		37.18
Metro Sales, copier lease	Police		48.80
Mid American Research Chemical, liquid ice melter	Park		392.10
Midwest Machinery, wiring harness	PW	pd 1-17	127.08
Midwest Security and Fire, annual fire alarm inspection	Gov't		232.99
Midwest Security and Fire, reprogram system	PW		89.00
Mike Lyonais, petty cash reimbursement	ALL		93.73
MMUA, membership dues	Sewer		348.00
MN DNR, water usage	Fire	pd 1-17	140.00
MN Fire Service Certification Board, certification exams	Fire		1,008.00
MN Life, life insurance	ALL		303.50
MN NCPERS, life insurance	Gov't		80.00
MNPEA, union dues	ALL	pd 2-1	273.00
Momentum, truck repairs	PW		820.96
Momentum, truck parts	PW		58.00
MPCA, exam refresher	Sewer		260.00
Napa, battery	PZ	pd 1-23	212.74
Napa, hose fittings	PW		46.81
Napa, gear oil	Park		7.64
Napa, windshield cleaner	Park		13.47
Northland Press, meeting notice of 1/27/23	PZ		66.50
Northland Press, refuse hauler notice	Gov't		47.50
Northland Press, summary budget statement	Admin		114.00
Northland Press, request for proposals for services	Gov't		114.00
Northland Press, meeting notice of 2/24/23	PZ		66.50
Pete Gansen, uniform reimbursement	PZ		600.00
Platinum Powersports, polaris ranger repairs	Park	pd 2-1	6,256.89
Premier Auto, reattach front undercarriage	Police		44.12
Premier Auto, oil change, rotate tires	Police		100.76
Premier Auto, oil change, rotate tires	PW		100.76
Quadient, postage refill	ALL	pd 2-1	700.00
Reichert Enterprises, truck repairs	PW		1,317.36
ServPro, water restoration	Park		555.81
Seth Wannebo, uniform reimbursement	PW		534.95
Simonson Lumber, plywood	PW		28.85
Simonson Lumber, lath	Park		59.40
Squad Pro, replace charge guard	Police		205.00
Streichers, ammo	Police		675.33
Teamsters, union dues	Police	pd 2-1	238.00
Ted Strand, december 2022 consultant fee	PW/Sewer	pd 1-17	250.00
Tremolo, phone, fax, cable, internet	ALL		2,454.67
TWM Architecture, permit refund	PZ		450.00
US Bank, copier lease	ALL		165.00
Waste Partners, trash removal	ALL		504.32

Xcel Energy, gas utilities	ALL		8,986.84
Xtona, monthly i.t. labor	ALL		1,460.00
Ziegler, sockets, plug	PW		100.40
Ziegler, relay a	PW		35.42
Ziegler, dreplace actuator	PW		1,506.54
	TOTAL		89,820.16

ACH PAYMENTS

Medica, health insurance	Payroll	pd 1-1	29,889.95
Medica, health insurance	Payroll	pd 2-1	29,889.95
Deferred Comp, employee deductions	Payroll	pd 1-5	530.00
Deferred Comp, employee deductions	Payroll	pd 1-18	530.00
Deferred Comp, employee deductions	Payroll	pd 2-1	530.00
Health Care Savings Plan, employee deductions	Payroll	pd 1-5	4,287.35
Health Care Savings Plan, employee deductions	Payroll	pd 1-18	1,021.84
Health Care Savings Plan, employee deductions	Payroll	pd 2-1	1,029.68
IRS, payroll tax	Payroll	pd 1-5	13,286.30
IRS, payroll tax	Payroll	pd 1-18	9,580.07
IRS, payroll tax	Payroll	pd 2-1	13,237.94
MN Dept of Revenue, payroll tax	Payroll	pd 1-5	2,402.45
MN Dept of Revenue, payroll tax	Payroll	pd 1-18	2,069.84
MN Dept of Revenue, payroll tax	Payroll	pd 2-1	2,473.98
PERA, payroll deductions and benefits	Payroll	pd 1-5	10,178.42
PERA, payroll deductions and benefits	Payroll	pd 1-18	9,970.80
PERA, payroll deductions and benefits	Payroll	pd 2-1	9,753.88
Sales Tax	ALL	pd 1-6	236.00

D. 1.

Pete and Chip have been working on the short-term home rental ordinance and application. These documents are for your review. No action is required. We can answer any questions you have at the meeting.

These documents are a very rough draft. These are work in progress and where we are as of today.

Attached are the following documents:

Standards for Crosslake STHR

License Instructions STHR

STHR License Application

Crosslake STHR Draft Ordinance

The basic steps would include registering with the City and paying for/obtaining a permit. Size of septic would have to be adequate for number of guests. Life safety improvements would be required. Local manager and contact would be required.

Questions that still need to be answered: Will this be an annual permit? What will the fees be? Penalties for not registering?



What standards are required for short-term home rentals?

When you apply for a new, or renewal, STHR permit, you must submit an affidavit affirming compliance with city standards along with completing a city provided self-inspection checklist. The city will require an inspection to verify compliance with standards upon application, compliance or non-compliance, or in relation to other permit enforcement action. The following is a list of minimum standards:

- Bedroom windows shall be operable to allow for emergency egress in accordance with the most recent building and fire codes.
- Single or multiple-station smoke alarms shall be installed and maintained in accordance with manufacturers specification and an approved Fire Safety Plan.
- A carbon monoxide detector is required on each floor if there is a garage, solid fuel appliance, or gas appliance, and as otherwise required in an approved Fire Safety Plan.
- One 2A:10BC type fire extinguisher shall be equipped per floor and as otherwise required in an approved Fire Safety plan.
- Improved surface areas on the site shall be the minimum necessary to provide adequate parking for the occupancy.
- Access and ingress to the site shall maintain safe conditions for pedestrians and vehicles and shall be adequately sized and

designed so that access to other properties is not impacted or unsafe conditions on public streets created.

- loud music, outdoor activities or any other source of noise that can be heard beyond the perimeter of the STR premises shall not be generated during the hours of 10:00 p.m. to 7 a.m. the following day.
- No exterior changes shall be made to the structures or site conditions that would eliminate its appearance or use as a dwelling unit for long-term residency.
- Each STR shall designate and list a local representative who resides within two (30) vehicular miles of the city limits.
- Fire Safety Plan, reviewed and approved by the Crosslake Fire Department
- STR permit and Fire Safety Plan shall be posted within the dwelling unit adjacent to the front door containing, at a minimum, the following:
 - name and phone number of local representative
 - name and phone number of permittee
 - website address and phone number of the City of Crosslake
 - maximum number of occupants permitted to stay in dwelling unit – based on septic system design flow.
 - solid waste and recycling collection day, city snowplowing and parking regulations



Short-Term Home Rental Licensing Instructions- Initial License

Procedure Overview

1) Complete License Application

- The owner completes the License Application and submits it along with the appropriate fees to the City of Crosslake. Materials can be submitted to the City of Crosslake via mail, drop off or submitted electronically to CrosslakeSTR@Crosslake.net

2) City Reviews License Application

- City staff will review the License Application. If the application is complete, including all required additional documents, City Staff will email you letting you know you are eligible to schedule an inspection with the Fire Marshal/STR Manager.

3) Schedule Inspection

- The owner then contacts the Planning & Zoning Department (218-692-2688) to schedule a home inspection. A list of items that will be inspected are included in the attached inspection report form.

4) Inspection

- Fire Department staff and/ or Building Department staff will inspect your property for safety items. If code compliant, they will sign off on the inspection report. If not, corrections must be made and a re-inspection scheduled. All additional inspections are \$150 paid prior to scheduling.

5) City Issues License

- Once the application has been reviewed by City of Crosslake and there is a passed inspection on file, City staff can issue the License.

FEES

- License Fee and Initial Inspection - \$500 (Payable to the City of Crosslake)
- (Any additional inspections are \$150 paid prior to scheduling)



Instructions for Completing License Application Form

The applicant is responsible for completing all sections of the application.

Section C

- Question 3 - The maximum number of guests that may stay in a STHR is two times the number of bedrooms.
- Question 5 - As with guest vehicles, any boats or trailers must be accommodated on the property. This will have to be shown in the site plan that you attach to the application form.

Section E - Contains a listing of all attachments that are required in order for the application to be considered complete. All licenses will be processed in the order that complete applications are received. If an attachment is missing or incomplete, the application cannot begin to be processed.

License Renewal

The license for Short Term Home Rentals is valid for one year. Please begin the renewal process in plenty of time so that the license does not lapse. Renewal fees are as follows:

- **License Fee and Inspection - \$500 (Payable to the City of Crosslake)**
- **(Any additional inspections are \$150 paid prior to scheduling.)**

Ordinance Enforcement and License Revocation

- 1) In the event of a violation of the ordinance, the city is entitled to seek injunctive relief or proceedings to prevent, restrain, correct or abate the violations.
- 2) If three substantiated and relevant complaints are received from neighbors or guests within a 12-month period, the license shall be revoked. The revocation may be appealed to the city council. If a license is revoked, the owner is prohibited from making application for another license for any type of Short-Term Home Rental for one year.
- 3) In addition to penalty provisions above, the fine for the first substantiated and relevant complaint or violation shall be \$250. The fine for the second shall be \$1,000. The fine for the third shall be \$2,000 and will start the process of STHR license revocation.



Short Term Home Rental License Application

· License Application Fee: \$500 (fee includes initial inspection)

Date Paid: _____ Receipt No.: _____

Property Owner to complete sections A-G.

A. Property Owner's Information (To be completed by Property Owner)

1. Site Address of Short-Term Home Rental: _____
2. Property owner's name: _____
3. Property owner's Address (if not primary residence): _____
4. Property owner's phone number: _____ Public phone Number: _____
5. Property owner's email: _____

B. Operators (Property Manager) information (To be completed by Property Owner only if applicable)

1. Operator's name: _____
2. Operator's address: _____
3. Operator's phone number: _____ Public phone number: _____
4. Operator's email: _____

C. Operators (Property Manager) information (To be completed by Property Owner only if applicable)

1. Number of legal bedrooms? _____
 2. Number of bedrooms to be offered to guests? _____
 3. Maximum number of guests to be allowed by owner/operator: _____
 4. Number of off-street parking spaces on the property for guests: _____
 5. Are each of the off-street parking spaces either in a garage or on bituminous or concrete surfaces? Yes No
 6. I agree to keep a vehicle registration log of all guests' vehicles which includes, guests name, vehicle license plate number, make/ model, and provide it to the city within 48 hours if requested?
Yes No
 8. Will guest boats and/or other trailers/RVs be allowed? Yes No
 9. Have any exterior home alterations been done, or planned, to accommodate the Short-Term Home Rental (other than extra parking spaces for guests)? Yes No
- If yes, please explain:



D. Listing Information: (To be completed by Property Owner)

1. On which websites will the Short-Term Home Rental be listed?

2. Will the Short-Term Home Rental be listed or advertised anywhere else? If so, please give specifics.

E. Required attachments: (To be completed by Property Owner)

- 1. Site plan, drawn to scale, showing parking and driveways, all structures, and outdoor recreational areas that guests will be allowed to use, including, but not limited to, deck/patio, barbeque grill, recreational fire, or sauna.
- 2. Floor plans, drawn to scale, of the home identifying which rooms will be used as transient guest bedrooms.
- 3. A copy of the Guest Disclosure, or "Welcome Letter" required by Ordinance 1093, Subd. 7 E.
- 4. \$500 payment for license application and initial inspection.



F. Signatures: (To be completed by Property Owner)

Property owner's name: _____

By signing this application form, I certify that to the best of my knowledge the property meets, and will be operated according to the City of Crosslake ordinances.

Property owner's signature: _____ Date: _____

If applicable:

Operator's name: _____

By signing this application form, I certify that to the best of my knowledge the property meets, and will be operated according to, the standards found in Ordinance 1093.

Operator's signature: _____ Date: _____

DRAFT



G. City Checklist – (To be completed by City Staff)

1. Is the listed property owner, the owner according to County records? _____
2. How is the property zoned? _____ Are STHR's allowed in this District? _____
3. Parking:
 - a. How many off-street parking spaces are required? _____
 - b. How many are available using the 9x18 foot formula? _____
 - c. Are they all improved surfaces? _____
4. Will the property owner or property manager be within the 30 minutes of the property while guests are staying? _____
5. Has the STHR fee been paid? _____

- Property is eligible to apply for a STHR License or renewal.
- Property is NOT eligible to apply for a STHR license or renewal.

City Staff Comments:

Staff members Name (Printed): _____

Review Date: _____

Staff members signature: _____



Short Term Home Rental Guest Disclosure Sample

Short Term Home Rental License requires specific information to be included in a 'guest disclosure' or 'welcome letter' to your guests. Please generate a welcome letter containing the required information below and display it in a prominent place for your guests. The kitchen counter, or an entry way table are both examples. The welcome letter is also a great place to list any house rules you wish the guests to follow.

-Sample below-

"Welcome to our home in beautiful Crosslake Minnesota. We hope you enjoy your stay. As our guests and guests of the community, here is some helpful information and rules we ask you to follow:"

Required information, at a minimum, includes:

- Short Term Home Rentals, you must list the name, phone number and address of the owner, operator, or representative.
- The maximum number of guests allowed on the property.
- The maximum number of vehicles allowed at the property and where they are to be parked. Please mention to your guests that all cars should be parked on-site and not on the street.
- Property rules related to use of outdoor features, such as decks, patios, grills, recreational fires, saunas, and other recreational facilities.
- City noise ordinances will be enforced by the Crosslake Police Department, including reduced noise levels between 10 PM and 7 AM.
- Events are not allowed on the premises.
- Useful phone numbers:
 - Property manager
 - Emergency Call 911
 - Police department (non-emergency) 218-692-2222
- Useful websites:
 - Crosslake Chamber of Commerce <http://www.crosslake.com/>
 - Brainerd Lakes Chamber of Commerce <http://www.brainerdlakeschamber.com/>
 - Explore Brainerd Lakes <http://www.explorebrainerdlakes.com/>



NEW SHORT TERM HOME RENTAL INITIAL INSPECTION REPORT

Initial Inspection Fee Paid: _____

Additional Inspection Fee: _____

Owner's Name: _____

Owner's Phone Number: _____

Operator's Name: _____

Operator's Phone Number: _____

Site Address: _____

STHR Type: A B C

Number of Bedrooms/Sleeping Spaces: _____

Number of Guests: _____

Inspector's Names (Printed): _____

Initial Inspection Date: _____

Fire/Building Inspector Signature: _____

Re-Inspection Date: _____

Final Approval Date: _____

License Number: _____



1 Primary Exit	Yes	No	Corrected	N/A
a. At least one Exit Door with direct access to the outside, or to a protected corridor in the case of a condominium or apartment building, shall be approved for each Short-term rental.				
b. The Exit Door shall be side-hinged and not less than three (3') wide and 6'8" Tall				
c. A landing must be provided on each side of the exterior door. The Landing width shall not be less than the width of the door and shall have a measurement dimension of 36" measured in the direction of travel.				
d. The Exit Door shall open from the inside without the use of a key, tool, or special knowledge.				
e. Handrails shall be provided on at least one side of each continuous run of stairs.				
f. Stairs and Decks must be properly constructed and maintained.				
g. Guards shall be installed along open-sided walking surfaces that are more than 30" above another floor or grade. Insect screening is not considered a guard. Guards shall be at least 36" high with spindle spacing less than 4" apart.				
2 Emergency Escape and Rescue Openings				
<i>Homes built prior to the adoption of the 2012 International Residential Code is required to meet the standards in this section only as is practical and found satisfactory by the inspector.</i>	Yes	No	Corrected	N/A
a. Windowsill height shall be no higher than 44" above finished floor.				
b. Minimum clear window opening of 5.7 Square Feet or 5 Square Feet if at ground level.				
c. Minimum clear opening height of at least 24".				
d. Minimum clear width of at least 20".				
e. Windows must be operational from the inside of the sleeping room without the use of keys, tools, or special knowledge.				
f. Bars, grills and similar devices are not recommended over emergency escape openings. If present, they must open from the inside without keys, tools, special knowledge or greater force than what is required for normal operation of window.				
g. Windows under decks must fully open and provide a path not less than 36" in height to public street, yard, or open safe area.				
3 Smoke & Carbon Monoxide Alarms	Yes	No	Corrected	N/A
a. Smoke Alarms shall be listed and labeled as UL 217 Compliant. Carbon Monoxide alarms must be listed complying with UL 2034.				
b. Smoke Alarms must be installed in each sleeping room, outside each sleeping area and on each additional story of the residence including the basement.				
c. Carbon Monoxide Alarms must be installed outside of sleeping rooms and not more than 10' from each separate sleeping area or bedroom.				



4 Fire Extinguishers	Yes	No	Corrected	N/A
1. A minimum of one portable, 5-pound type ABC fire extinguisher must be mounted On each floor available for the rental guests. Extinguishers must be maintained per				
Manufacturer's directions, mounted no greater than 48" above the floor and visible.				
Main Floor fire extinguisher must be mounted in the kitchen located in a visible spot.				

5 Septic Compliance	Yes	No	Corrected	N/A
1. System Designed to meet Short Term Home Rental Capacity				
2. Septic Design on File				

DRAFT

City of Crosslake Ordinance 2023

AN ORDINANCE OF THE CITY OF CROSSLAKE, CROW WING COUNTY, MINNESOTA, ADDING A NEW CHAPTER 2023 OF CROSSLAKE CODE ENTITLED SHORT-TERM HOME RENTAL LICENSING; PROVIDING A PURPOSE; DEFINING KEY TERMS; ESTABLISHING LICENSE REQUIREMENTS TO OPERATE A SHORT-TERM HOME RENTAL; CREATING STANDARDS TO OBTAIN A SHORT-TERM HOME RENTAL LICENSE; PROVIDING FOR VIOLATIONS, AND ENFORCEMENT; PROVIDING A REPEALER CLAUSE; PROVIDING A SAVINGS AND SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

Recitals:

- A. The City is authorized to exercise its powers to “maintain the peace, good environment and welfare”. **State Code:**
- B. The City is authorized to “implement such reasonable regulations as it deems necessary to safeguard the public health life safety and general welfare in order to protect the integrity of residential neighborhoods in which short-term home rentals or vacation rentals operate.” **State Code:**
- C. The significant growth of short-term home rentals within the City has created a need for reasonable regulations so as to protect the health, life safety, and welfare of short-term home rental guests, as well as neighboring property and the public.
- D. A licensing system provides a reasonable regulatory approach to seek to balance the operation of short-term home rentals with the health, life safety, and welfare impacts upon guests, neighbors, and the public.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of Crosslake, Crow Wing County, Minnesota;

SECTION 1: That a new **Chapter 2023 of Title _____** of the Crosslake City Code is created to read as follows:

Chapter 2023 SHORT-TERM HOME RENTAL LICENSING

- 2023.010: Purpose**
- 2023.020: Definitions**
- 2023.030: License Required**
- 2023.040: License Standards**
- 2023.050: Violations and Enforcement.**

2023.010 Purpose. Short Term Home Rentals provide additional tourism opportunities and economic impacts, but also increased impacts on guests, neighbors, and the public. The purpose of this ordinance is to provide the city with reasonable regulatory procedures to protect the health, life safety and welfare of short-term home rental guests, neighboring residents, and the public. These regulations are further intended to protect the integrity of neighborhoods and the waters in which short term home rentals operate.

2023.020 Definitions. For the purposes of this section is to define the following terms, phrases, words, and their derivations shall have the meanings as given here. When consistent with the context, words in the plural include the singular and words in the singular include the plural.

- (1) *LOCAL REPRESENTATIVE:* An area manager, owner, resident, or agent who is readily available to respond to guest and neighborhood or City questions or concerns.
- (2) *RESIDENT:* The person or entity that holds legal and/or equitable title (owner) or lease rights (Renter) to the private property.
- (3) *PRIMARY RESIDENT:* Means a person living on a property where the property is the person's primary Residence.
- (4) *SALE TRANSFER:* Any change of Resident, whether for consideration or not, during the term of the permit.
- (5) *SHORT TERM HOME RENTAL:* Any individually or collectively owned single-family house or dwelling unit or any unit or group of units in a condominium, cooperative or timeshare, or Resident-occupied Residential home that is offered for a fee and for (30) days or less.

2023.030 License Required.

A. License Application: Any property owner desiring to undertake short term home rentals must apply to the City of Crosslake for a short-term home rental license. A license must be approved prior to operating within the city. The license application request must be submitted on the form provided by the city and must include all the information requested on the application form.

B. License fee. The license application form must be accompanied by payment in full of the required license application fee. The license application fee will be determined by the city council in the city fee schedule.

- (1) *License Required:* No property may be used for short term home rental unless a license is granted by the City of Crosslake.
- (2) *License Application:* The City shall prepare and make available an application form for a STHR License reflecting appropriate information, standards compliance, and fee as may be established in the City's fee schedule.
- (2) *License Term:* A Short-Term Home Rental License shall be valid for a period of one year from issuance and may be renewed annually. A license shall expire upon end of its one-year term or upon a sale/transfer of the property.
- (4) *License Applicability:* A license shall be applicable to the designated dwelling unit to be used as a STHR. The License shall be issued to and in the name of the Resident; and a change in Resident, such as sale/transfer, shall require a new license. If the proposed licensee is a Renter, then consent of the Owner must be provided.
- (5) *Compliance Responsibility:* A licensee may act through an agent or property manager, but the licensee shall remain responsible for compliance with these provisions.
- (6) *Existing STHR's:* Short-Term Home Rentals in existence prior to the effective date of this ordinance shall be provided a grace period of ninety (90) days in which to obtain a license according to the standards of this chapter.

2023.040. License Standards.

A. Declaration of Compliance. At the time of application for new or renewal Short Term Home Rental license, the applicant shall submit an affidavit affirming compliance with City standards along with completing a City provided self-inspection checklist.

B. Inspection. The City will require an inspection to verify compliance with standards upon application, upon complaint of non-compliance, or in relation to other permit enforcement action.

C. Minimum Standards. The minimum standards required for all Short-Term Rental dwelling units, are set forth below. These standards are intended to protect that the use of the dwelling unit as a STHR does not generally have greater impacts than would be created by long term occupancy of the dwelling unit. The City retains the ability to add to requirements as necessary, as will be stated on the license application, to provide for health, life safety, and general welfare of the community and for the STHR guests.

- 1) Windows. Bedroom windows shall be operable to allow emergency egress in accordance with the most recent building fire codes as adopted and amended by the City
- 2) Smoke Alarms. Single or multiple-station smoke alarms shall be installed and maintained in accordance with manufacturers specifications and an approved Fire Safety Plan.
- 3) Carbon Monoxide Detectors. A CO Detector is required on each floor if there is a garage, solid fuel appliance, or gas appliance, and as otherwise required in an approved Fire Safety Plan.
- 4) Fire Extinguishers. One 2A:10BC type fire extinguisher shall be equipped per floor, and otherwise required in an approved Fire Safety Plan. Fire extinguisher(s) shall be mounted in visible locations with tops of the fire extinguishers mounted between three feet and five feet above the floor, and to be accessible to occupants at all times.
- (5) Parking. Improved surface areas on the site shall be the minimum necessary to provide adequate parking for the occupancy.
- (6) Access. The access and ingress to the site shall maintain safe conditions for pedestrians and vehicles and shall be adequately sized and designed so that access to other properties is not impacted or unsafe conditions on public streets created.
- (7) Noise. Loud music, outdoor activities or any other source of noise that can be heard beyond the perimeter of the STHR premises shall not be generated during the hours of 10:00PM to 7:00AM the following day.
- (8) Exterior Changes. No exterior changes shall be made to the structures or site conditions that would eliminate its appearance or use as a dwelling unit for long term residency.

D. Number of guests: The maximum number of guests will be limited to two times the number of bedrooms, or sleeping areas.

E. Guest records. The licensee for short term rentals must keep a guest record including the name, address, phone number, and vehicle license plate information for all guests and must provide a report to the city upon 48 hours' notice.

F. Local Representative. Each STHR shall designate and list a local representative who resides within thirty (30) vehicular miles of the city limits.

1. The local representative must be able to be responsive in a timely manner if the City attempts to contact and address concerns. If the City is not able to make contact with the local representative in a timely manner more than twice during the term of the license, this shall be considered a violation.

2. The permit holder may change the designated local representative by filing an application amendment with the City. Failure to notify the City of a change in local representative will constitute a violation of this chapter.

G. Guest disclosures. The licensee must disclose in writing to their guests the following rules and regulations and must submit a copy of the disclosure to the city with the license application and renewal applications. In addition, the disclosures must be conspicuously displayed in the home. The disclosures must include the following:

- a. The name, phone number and address of the owner, operating lessee or managing agent/representative.
- b. The Telephone number and website address of the City of Crosslake.
- c. The maximum number of guests allowed at the property.
- d. The maximum number of vehicles allowed at the property and the approved parking areas.
- e. Property rules related to use of outdoor features, such as decks, patios, grills, recreational fires, saunas, and other recreational facilities.
- f. That City nuisance ordinances will be enforced by the Crosslake Police Department, including reduced noise levels between 10:00 p.m. and 7:00 a.m.
- g. That no events are allowed to be hosted by a guest on the premises.
- h. The solid waste and recycling collection day.

H. Fire Safety Plan. An applicant must submit a Fire Safety Plan, which must be reviewed and approved by the Fire Department as part of the License. The Fire Safety Plan must be posted on site with the license.

I. Posting of license number. The licensee must post the city license number at the property and on all print, poster, or web advertisements.

J. Garbage. All garbage must be kept in rubbish containers that are stored out of view of a public street per City of Crosslake Ordinances.

K. Signage. For short term home rental, no signage is allowed on the property.

L. Events. Events are not allowed to be hosted by guests on the premises. Events hosted by the property owner are allowed but must comply with all applicable city ordinances and policies, including the prohibition on renting out private residential property for events.

M. Insurance. The licensee must provide proof of sufficient and suitable property insurance with the license application and must be able to confirm that the coverage remains in place within 24 hours of a request by the city.

N. Required Health and Life Safety Inspections.

Short term home rentals. STHR License applications will not be accepted without an approved inspection report signed by the city's fire department and building department. The inspection must have been completed no more than 60 days prior to submission of the license application. The list of health and safety items that will be inspected will be included in license application materials so that the licensee will know in advance what items will be inspected. If the inspection identifies items that must be corrected, all corrections must be completed and verified by the city before the license will be issued.

O. Site Plan and Floor Plan for Short-Term Home Rentals.

(1) The applicant must submit a site plan of the property drawn to scale, showing parking and driveways, all structures, and outdoor recreational areas that guests will be allowed to use, including, but not limited to, deck/patio, barbeque grill, recreational fire, or sauna.

(2) The applicant must submit a floor plan of the residence drawn to scale identifying which rooms are proposed to be used as guest bedrooms or sleeping areas.

2023.050 Violations and Enforcement.

The following conduct shall constitute a violation for which the penalties and sanctions specified in this section may be imposed.

A. Violations:

- a. The occupants of the dwelling have created noise, disturbances, or nuisances, in violation of City Code.
- b. Violations of law pertaining to the consumption of alcohol or the use of illegal drugs.
- c. The Licensee or local representative has failed to comply with the standards and/or requirements of this chapter.

B. Penalties:

- a. For the first two (2) violations within a twelve (12) month period, the sanction shall be a warning notice.
- b. For the third violation within twelve (12) month period, the sanction shall be a revocation of the license.
- c. Additional penalties as may be provided for by the specific violation in other sections of City Code shall remain applicable.
- d. These penalties are within the enforcement discretion of the City and may be relaxed or heightened depending upon specific circumstances.

C. Written Notice: The City shall provide the permit holder with a written notice of any violation of this section that has occurred. If applicable, a copy of the warning notice shall be sent to the local representative.

D. Appeal of Suspension or Revocation: Pursuant to this section, the City shall provide the license holder with a written notice of the license suspension or revocation and the reasons. The license holder may appeal the suspension or revocation under the same process as an administrative appeal under Crosslake Municipal Code ____ ???

E. Application for License After Revocation: A Licensee who has had a STHR License revoked shall not be permitted to apply for a subsequent STHR License for the same dwelling unit for a period of one year from the date of the revocation.

F. Infraction: Unless otherwise provided, any person who shall commence or continue to operate a Short-Term Home Rental for which a license is required without first procuring the license shall be deemed guilty of an infraction and subject to a fine of five hundred dollars (\$500.00). A separate offense shall be deemed committed on each day during or on which a violation occurs or continues.

G. Advertisement of Short-Term Home Rental: An advertisement or communication promoting the availability of a STHR property in violation of this code is prima facie evidence of a violation and may be grounds for further enforcement.

SECTION 2: REPEALER. All previous ordinances, resolutions, orders, or parts thereof, that are in conflict herewith are hereby repealed

SECTION 3: SAVINGS AND SEVERABILITY. It is hereby declared to be legislative intent that the provisions and parts of this ordinance shall be severable. If any paragraph, part, section, subsection; sentence, clause or phrase of this ordinance is for any reason held to be invalid for any reason by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance.

SECTION 4: EFFECTIVE DATE. This ordinance shall be in full force and effect as of Date _____ after its passage, approval and publication according to law.

PASSED BY THE CITY COUNCIL of Crosslake, MN this ___ day of _____ 2023.

APPROVED BY THE MAYOR of Crosslake, MN this ___ day of _____ 2023

Dave Nevin, Mayor

ATTEST:

Char Nelson, City Clerk



D.4.

MEMO TO: City Council

FROM: Mayor Nevin

DATE: February 13, 2023

SUBJECT: Commission Appointment

I hereby recommend the following appointments:

Economic Development Authority

John Andrews appointment as alternate



CITY OF CROSSLAKE
APPLICATION FOR APPOINTMENT TO CITY BOARD OR COMMISSION

PERSONAL INFORMATION

Name: Last Andrews First John

Address: _____

Phone: (H) — (W) — (Cell) _____

Occupation: Physician Employer: Retired

Email Address: _____

Are you a Crosslake resident or property owner? Yes No If yes, Seasonal Permanent

If yes, how long have you been a Crosslake resident or property owner? 10 years

Please check this box if you are currently on a board or commission and wish to be considered for reappointment. Please note below the current board or commission you are currently serving. You are not required to complete the remainder of the application.

Please rank in order which of the following boards and commissions you are interested in serving on:

4 PLANNING AND ZONING COMMISSION (Crosslake residency or property ownership required)

1 ECONOMIC DEVELOPMENT AUTHORITY (Crosslake residency or property ownership required)

2 PUBLIC WORKS/CEMETERY/SEWER COMMISSION (Crosslake residency or property ownership required)

_____ PARKS AND RECREATION/LIBRARY COMMISSION (Crosslake residency or property ownership not required)

3 PUBLIC SAFETY COMMITTEE (Crosslake residency or property ownership required)

_____ PUBLIC RIGHT-OF-WAY / VACATIONS COMMITTEE

Why are you interested in being appointed to a City advisory board or commission?

Assist Crosslake in moving forward + it

What strengths and abilities would you bring to the board or commission? Please include any education and experience that would assist you in serving on a board or commission.

Former City Council member, Former member of Federal Disaster teams (ORIO 5) NDMS, Gulf War, veteran, (over)

D. 5.

City of Crosslake

RESOLUTION 23-____

RESOLUTION ACCEPTING DONATION(S)

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

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

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

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

FROM	DONATION	INTENDED PURPOSE
PAL Foundation	\$1,926.14	Playground
Roger and Carol Roy	\$1,000.00	Fire Department

; 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 13th day of February, 2023.

David Nevin
Mayor

ATTEST:

Michael R. Lyonais
City Administrator
(SEAL)

Emily Food Shelf
Rhonda Smude, President
Andrea Gressman, Director
PO Box 93
Emily, MN 56447



D. G.

Dear Char Nelson,

This past year has brought many changes at the Emily Food Shelf (EFS). We have reorganized the Board of Directors, including adding additional positions and hiring a Director to help us with community outreach, coordinate monthly distribution, and assist the Board of Directors with the daily operations. With this reorganization a few of our long-term volunteers have retired and we would like to thank them for all their efforts serving the Emily/Outing/Fifty Lakes and communities beyond.

With the increased messaging, adding an additional day to serve the community, and the current economy, we have seen a marked increase in families served. During the beginning of 2022 our average monthly households served was 33, totaling 77 people, a majority of whom were seniors. By the end of the year EFS served 83 households, totaling 253 individuals, many being young families with children. In all 60,000 lbs of food were purchased by or donated to the EFS. On top of our normal distributions this past year we delivered 72 boxes of supplies for Thanksgiving turkey dinners, we distributed 100 coats donated to the EFS by the Knights of Columbus, and had access to Legal Aid for our Neighbors.

We have big plans for 2023; increasing our distribution days to a minimum of once a week, increasing access to fresh foods, including fruits and vegetables, providing internet and computer access to those in need, and updating, painting and rearranging the distribution area to better serve our Neighbors.

The EFS serves a critical need for our community, no one is turned away. As a 501C3 non-profit organization EFS is financed strictly from donations, both public and private, all funding comes from the generosity of others. With the increase in participation, the plans for additional outreach and increased cost of food we expect our financial needs to increase in the coming years.

As you review your annual budget we hope that you can include support for the Emily Food Shelf as part of your fiscal outreach.

Thank you for your consideration of this request. Please mail your donations to the Emily Food Shelf at the address above. If you have any questions feel free to contact us at 218-851-9891 or emilyfs001@gmail.com.

Sincerely,

Rhonda Smude
Emily Food Shelf, President

Andrea Gressman
Emily Food Shelf, Director

D. 7.

ORDINANCE NO. _____
AN ORDINANCE AMENDING CHAPTER 2,
ARTICLE VI BOARDS AND COMMISSIONS
FOR THE CITY OF CROSSLAKE
COUNTY OF CROW WING
STATE OF MINNESOTA

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

Sec. 2-156. – Public Safety Commission.

A public safety commission is hereby established for the purpose of advising the council in all matters relative to the public’s safety through our police department, ambulance, fire department and any other area requiring attention for the well-being and safety of the city.

The Public Safety Commission will be composed of up to 9 members to be appointed by the City Council. Members will include ~~the Mayor~~, a 2 - City Council Members, the Police Chief, the Fire Chief, a representative from the current contracted ambulance service, and up to four residents of Crosslake. A Chairman will be selected by the Commission.

The Commission will meet monthly on the first Wednesday at 9:00AM or an alternate date chosen by the Chairman in the event of a conflict in scheduling.

It has been established as an advisory commission to recommend public safety policy direction to the City Council in matters concerning the Police, Fire, Ambulance Services, and other public safety concerns for residents and visitors.

Duties

1. The Public Safety Commission shall strive to provide the best possible research, advice, and recommendations to the City Council or other appropriate Commission.
2. To represent the views of the citizenry relating to law enforcement and fire services plans, programs, and future needs, including equipment.
3. To work with citizens, elected and appointed officials, and professional staff to support the work of law enforcement, fire services, and ambulance services.
4. To review public concerns with roadways, sidewalks, trails, and the signage that impacts the safety of Crosslake citizens and visitors.
5. To address, review, and advise concerning other items presented to the Commission by the Police Chief, Fire Chief, or Ambulance Services Management.

Passed by the City Council this 13th day of February, 2023 by a ___/5ths vote.

David Nevin
Mayor

ATTEST:

Michael R. Lyonais
City Administrator

E. 1.

MEMO TO: City Council

FROM: Char Nelson
City Clerk

DATE: February 7, 2023

SUBJECT: CEMETERY LOT

Rita Hinchman is requesting that the City buy back Cemetery Lot M in Block 16 Lot 2 of the Pinewood Cemetery Annex. The lot was purchased by her mother, Arleen Joy D'Ambrosio, on May 10, 2018 in the amount of \$500. Ms. D'Ambrosio passed away on 1/17/23 and the family buried her next to other family members in Block 17. They have no need for this lot.

Attached please find a note from Ms. D'Ambrosio's daughter, Rita Hinchman, a copy of the disposition permit, and a copy of the original Cemetery Deed showing the purchase price of the lot.

If you are in agreement with buying back the lot, a Quit Claim Deed will be prepared for Ms. Hinchman to sign. A check will then be issued in the amount of \$500.

Attachments

Jan 26, 2023

City of Crosslake

Please purchase back my Moms
Cemetery plot # Block 16 Lot #2 M
\$500

Mail Check to: Rita Hirschman
6601 E US Hwy 60 #575
Gold Canyon, AZ 85118
218-838-3025

Rita-Kay S Hirschman

DISPOSITION PERMIT

DECEDENT'S NAME	ARLEEN JOY D'AMBROSIO <i>Stewart</i>
GENDER	FEMALE
DATE OF BIRTH /AGE	08/30/1938 / 84
DATE OF DEATH	01/17/2023
PLACE OF DEATH	RIVERWOOD HEALTHCARE CENTER 200 BUNKER HILL DR AITKIN, AITKIN, MINNESOTA
FUNERAL DIRECTOR	JOHN BRENNY M4007
FUNERAL HOME OR OTHER ENTITY	BRENNY FAMILY FUNERAL CHAPEL / LIC # 1235 13782 COUNTY ROAD 36 CROSSLAKE MINNESOTA
PLACE OF DISPOSITION	CEMETERY PINWOOD CEMETERY CROSSLAKE CROW WING MINNESOTA



According to Minnesota Statutes, section 149A.93, subdivision 3, section 144.221, and Minnesota Rules, part 4601.1500, the fact of death has been filed with the Office of Vital Records.

Molly Mulcahy Crawford

Molly Mulcahy Crawford
STATE REGISTRAR

DISPOSITION PERMIT ISSUE DATE 01/23/2023 03:42 PM

[Signature] 7-25-23

(SIGNATURE OF FINAL DISPOSITION FACILITY OFFICIAL)

(PRINT NAME OF FINAL DISPOSITION FACILITY OFFICIAL)

Mailed Original 5-15-18

CEMETERY DEED

Know all by These Presents: That the City of Crosslake in the County of Crow Wing and State of Minnesota, in consideration of the sum of five hundred dollars and no/100, to it in hand paid by Arleen Joy Dambrosio hereby grant, bargain, sell and convey unto the said Arleen Joy Dambrosio her heirs and assigns forever the following described piece of land as a place for the burial of the dead, to-wit:

Lot Number Two, Block Number 16 of the Pinewood Cemetery Annex situate on Site(s) M of Township 137, Range 27, Section 28 of the City of Crosslake in the County of Crow Wing and the State of Minnesota, according to the plat of said Cemetery on file in the Office of City Clerk of said City.

To have and to hold the same, subject to all the laws of this State, now or hereafter enacted for the management and regulation of Cemeteries, and also subject to all rules and by-laws of the said Pinewood Cemetery now or hereafter made, for the regulation of the affairs of the same or any part thereof.

It is hereby covenanted, that said hereby granted premises are free from all encumbrances, and that the title now conveyed is marketable, and that said City of Crosslake will warrant and defend the same to said grantee, her heirs and assigns.

In testimony whereof the said City of Crosslake has caused these presents to be executed in its behalf by its Mayor and its City Administrator this 10th day of May 2018.

Signed, Sealed and Delivered in Presence of

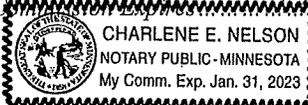
..... } *Patty Norgaard*
Patty Norgaard, Mayor
..... } *Michael R. Lyonais*
Michael R. Lyonais, City Administrator

State of Minnesota,
County of Crow Wing

On this 10th day of May A.D. 2018, before me appeared Patty Norgaard and Michael Lyonais. To me personally known, who, being by me duly sworn that they did say, that they are respectively the Mayor and the City Administrator of the City of Crosslake and they are the persons named in the foregoing instrument, and that the said instrument was signed and sealed on behalf of the said City of Crosslake by the authority of its City Council and said Mayor, Patty Norgaard and City Administrator, Michael Lyonais acknowledged the said instrument to be the free act and deed of the said City of Crosslake.

Charlene E. Nelson

Charlene E. Nelson
Notary Public

My Comm. Expires 1-31-23




LIABILITY COVERAGE – WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before the member's effective date of coverage. Return completed form to your underwriter or email to pstech@lmc.org.

The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name:
City of Crosslake

Check one:

The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#).

The member **WAIVES** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#), to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting: February 13, 2023

Signature: _____ Position: _____

F. 2. a.



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

13888 Daggett Bay Rd
Crosslake, Minnesota 56442
www.cityofcrosslake.org

February 13, 2023
RE: Request for Final Plat Approval

FOR: PID #14320509

Mayor and Council members,

Before you is the Final Plat, Highway 103, for the Subdivision of parcel #14320509 involving 7.3 acres into a total of 6 tracts.

The Preliminary Plat was heard by the Planning Commission on December 16, 2022 and unanimously recommended to the City Council for approval.

Action requested & recommendation: Approve Plat as presented to the Planning Commission on December 16, 2022.

If you have any questions please contact me at 1-218-692-2689.

Sincerely,
Peter Gansen
Planning & Zoning Administrator
13888 Daggett Bay Road
Crosslake, MN 56442
Phone: (218) 692-2689
E-Mail: pgansen@crosslake.net

**Highway 103 Storage Association
14320509**

Schiltz announced the subdivision/preliminary replat and asked Gansen to present the details. Gansen read the subdivision/preliminary replat request, notices sent out per city ordinance and Minnesota State Statue 462 requirements, project details, limited commercial zoning, impervious percentage (50% allowed and 57% approved by variance), stormwater management plan (SWMP) submitted, no septic system on parcel or proposed, one comment received from CWC Highway Department, and history of the parcel into the record. Lindner asked for clarification that each unit would be an individual parcel with Gansen stating that is correct. Schiltz invited Suedbeck, the representative, to the podium. Lindner asked why the building would have a separate parcel for each unit with Suedbeck stating that it would match the existing buildings within the condominium association currently in place. Suedbeck went on to say that they received approval on their variance and now they are doing the replat for each 6 individual units to be part of the association. Lindner asked if this was just a part of the sale process with Suedbeck replying, yes, nothing has changed in our request since the variance approval, this is part of the process of the building being part of the Highway 103 Storage Association. Schiltz said the past applications has been met with owners opposition but I understand that has been resolved, Suedbeck said, yes, all of the owners are very much in favor of this. Schiltz asked if the new building would be the same color/height, basic construction as the other units and stated that the SWMP is more than adequate in view of the soil conditions; south boundary fence, trees, or screening of some kind was discussed and agreed upon at the on-site, December 15, 2022. Suedbeck explained that once the building and pad is done, we will work with the adjoining southern parcel owner, along with Gansen, to determine how to handle the screening. Schiltz opened the public hearing. Teri Anderson of 33885 Cty Rd 3 stated she was in attendance to get the details of the project, the procedure and how if any it impacts her. Schiltz closed the public hearing. Schiltz asked if any of the commissioners had additional questions. Volz stated that this is a great spot for the project and the SWMP submitted was well done, with Schiltz agreeing and added it is completely out of site. Lindner stated that this will not change the parcel, just add another building and new owners. Lindner also stated his appreciation on the trees that would be put in for screening and agreeing to work with the neighbor. Schiltz requested Gansen to initiate the findings of fact procedure with the board members deliberating and responding to each question. On question number 6 of the findings Schiltz reiterated the discussion that was held at the on-site, December 15, 2022 which pertained to some erosion going on in the southeast corner of the property and that rocks were going to be used to eliminate this item, slow it down and direct the flow to the catch basin as stated by the owner.

December 16, 2022 Action:

Motion by Volz; supported by Lindner to approve a recommendation to the city council to be included in the association with the preliminary replat for:

The preliminary replat of Highway 103 Storage Second Addition, consisting of 1 building split into 6 units to be sold individually on 7.3 acres resulting in 57% impervious, Section 32, parcel 14320509

Per the findings of fact as discussed, the on-site conducted on 12-15-2022 and as shown on the certificate of survey/preliminary replat received at the Planning & Zoning office dated 8-10-2022 for property located at 13529 County Rd 103, Crosslake, MN 56442

Conditions:

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

- 1. Previously approved variance 220158V conditions be met and indefinitely followed**
- 2. Screening per discussion held today and as required by the Code of Ordinance for the City of Crosslake Chapter 26 Land Use, Article 26**
- 3. Located in the southeast corner of the parcel - install a type of rip-rap/rock method used to stop/prevent/direct erosion to an existing catch basin as agreed upon by the owners of this proposed project**

Findings: See attached/packet

All members voting “Aye”, Motion carried.

DRAFT

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



13888 Daggett Bay Rd
Crosslake, Minnesota 56442
www.cityofcrosslake.org

CITY OF CROSSLAKE

PLANNING COMMISSION/BOARD OF ADJUSTMENT

December 16, 2022

9:00 A.M.

Crosslake City Hall
13888 Daggett Bay Rd, Crosslake MN 56442
(218) 692-2689

PUBLIC HEARING NOTICE

Applicant: Highway 103 Storage Association

Authorized Agent: Chris Suedbeck

Site Location: 13529 County Rd 103, Crosslake, MN 56442

Request:

- Subdivision of property

To:

- Subdivide parcel # 14320509 Involving 7.3 acres into 6 tracts

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

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



STAFF REPORT

Property Owner/Applicant: Highway 103 Storage Association

Parcel Number(s): 14320509

Application Submitted: October 25, 2022

Action Deadline: December 23, 2022

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

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

City Council Date: N/A

Authorized Agent: Chris Suedbeck

Request:

- To subdivide parcel # 14320509 Involving 7.3 acres into 6 tracts

Current Zoning: Limited Commercial District

Adjacent Land Use/Zoning:

North – Limited Commercial

South – Rural Residential 5

East – Limited Commercial

West – Rural Residential 5

Existing Impervious Coverage:

51.5%

Proposed Impervious Coverage:

57.0%

- A stormwater management plan was submitted with the variance application
- No current septic system and no septic system proposed

Parcel History:

- Highway 103 Storage plat established in 2012
- Highway 103 Storage First Addition plat amended in 2016
- April 2006 – Conditional Use to construct storage buildings/units
- April 2006 – Subdivision Metes & Bounds
- May 2006 – Zoning Map Amendment
- May 2006 – Address
- May 2006 – Sign
- May 2006 – 80' x 180' Commercial storage building
- July 2007 – 46' x 160' Commercial storage building
- December 2010 – Sign
- April 2012 – Preliminary & Final plat
- May 2012 – Commercial PUD – Conditional Use
- April 2013 – 80' x 180' Commercial storage building

- July 2014 – 80’ x 180’ Commercial storage building
- May 2015 – 110’ x 80’ Commercial storage building
- September 2016 – Preliminary & Final Plat of Highway 103 Storage First Addition
- September 2016 – 230’ x 48’ Commercial storage building
- January 2022 – Variance denied for impervious and lot size
- September 2022 – Variance approved for impervious and lot size
- No septic on the parcel

City Ordinance:

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

City Community Plan:

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

Agencies Notified and Responses Received:

County Highway Dept: Comment received 11-29-2022

DNR: No comment received before packet cutoff date

City Engineer: No comment received before packet cutoff date

Lake Association: No comment received before packet cutoff date

City Attorney: No comment received before packet cutoff date

Crosslake Public Works: No comment received before packet cutoff date

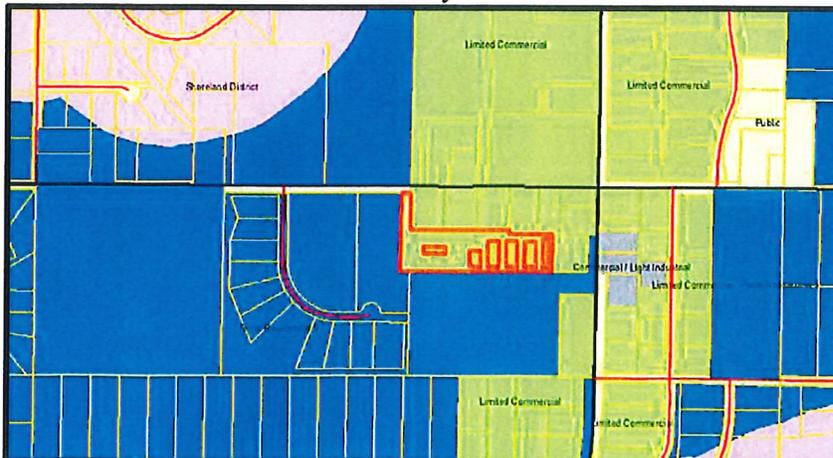
Crosslake Park, Recreation & Library: No comment received before packet cutoff date

Concerned Parties: No comment received before packet cutoff date

POSSIBLE MOTION:

To make a recommendation to the Crosslake City Council to approve the subdivision of parcel # 14320509 involving 7.3 acres located at 13529 County Road 103, City of Crosslake

As shown on the certificate of survey dated 8-10-2022



F. 2. b.

TO: City Council
FROM: TJ Graumann
DATE: February 8, 2023
SUBJECT: Highway 103 Storage – Park Dedication Consideration

The Crosslake Parks, Recreation and Library Commission recommends that \$9,000.00 in lieu of land be collected for the Highway 103 Storage subdivision.

Project: Crosslake Clarifier Improvements

Owner: City of Crosslake

Application Number: 5

Contractor: Rice Lake Construction Group

Date of application

1/27/2023

Engineer: Bolton & Menk

Work completed through:

1/27/2023

Pay Item Number	Description	Item	B Scheduled Value	C From Previous Application (C+D)	D This Period	E Materials Presently Stored (not in Col D)	Total Completed and Stored to Date (C + D + E)	% (E)	Balance to Finish
01001	General Conditions		\$88,477.00	\$15,390.80	\$23,086.20		\$38,477.00	100	\$0.00
01002	Mobilization		\$22,544.00	\$0.00	\$22,544.00		\$22,544.00	100	\$0.00
01020	Project Allowances								
01020.1	- General Construction Allowance		\$26,029.00	\$0.00			\$0.00	0	\$26,029.00
01020.2	COP_001: Paint Stringers		\$904.00	\$0.00	\$904.00		\$904.00	100	\$0.00
01020.3	COP_002: Scum Trough Modifications		\$3,067.00	\$0.00	\$3,067.00		\$3,067.00	100	\$0.00
02060	Demolition/ Cleaning								
02060.1	- Clarifier #1		\$6,500.00	\$6,500.00			\$6,500.00	100	\$0.00
02060.2	- Clarifier #2		\$6,500.00	\$0.00	\$6,500.00		\$6,500.00	100	\$0.00
05500	Misc Metals								
05500.1	- Purchase		\$1,500.00	\$0.00	\$1,500.00		\$1,500.00	100	\$0.00
05500.2	- Install		\$600.00	\$0.00	\$600.00		\$600.00	100	\$0.00
09900	Painting		\$52,500.00	\$26,250.00	\$26,250.00		\$52,500.00	100	\$0.00
11000	Clarifier Equipment								
11000.1	- Purchase		\$100,935.00	\$100,935.00			\$100,935.00	100	\$0.00
11000.2	- Install		\$5,890.00	\$2,356.00	\$3,534.00		\$5,890.00	100	\$0.00
11005	FRP Baffles, Weir Plates, & Launderers								
11005.1	- Purchase		\$58,825.00	\$58,825.00			\$58,825.00	100	\$0.00
11005.2	- Install		\$15,532.00	\$0.00	\$15,532.00		\$15,532.00	100	\$0.00
15000	Mechanical								
15000.1	- Purchase		\$2,500.00	\$1,250.00	\$1,250.00		\$2,500.00	100	\$0.00
15000.2	- Install		\$5,897.00	\$2,948.50	\$2,948.50		\$5,896.50	100	\$0.50
16000	Electrical								
16000.1	Common Work Results for Electrical		\$6,500.00	\$1,000.00	\$2,500.00		\$3,500.00	54	\$3,000.00
16000.2	Supporting Devices		\$500.00	\$0.00			\$0.00	0	\$500.00
16000.3	Raceways, Fittings, and Boxes		\$5,500.00	\$1,000.00	\$2,000.00		\$3,000.00	55	\$2,500.00
16000.4	Conductors and Cables		\$1,500.00	\$400.00			\$400.00	27	\$1,100.00
16000.5	Safety Switches		\$1,000.00	\$0.00			\$0.00	0	\$1,000.00
16000.6	Grounding and Bonding		\$500.00	\$0.00			\$0.00	0	\$500.00
16000.7	Measuring and Control Instruments		\$18,400.00	\$11,000.00	\$2,000.00		\$13,000.00	71	\$5,400.00
16000.8	Supervisory Control		\$65,500.00	\$54,919.00			\$54,919.00	84	\$10,581.00

Project: Crosslake Clarifier Improvements

Owner: City of Crosslake

Application Number: 5

Contractor: Rice Lake Construction Group

Date of application 1/27/2023

1/27/2023

Work completed through:

Pay Item Number	Description	Item	Work completed through:			Total Completed and Stored to Date (C + D + E)	%	Balance to Finish
			B Scheduled Value	C From Previous Application (C+D)	D This Period			
			\$447,600.00	\$282,774.30	\$114,215.20	\$0.00	89	\$50,610.50

EJCDC No. C-620 (2002 Edition)

Prepared by the Engineers' Joint Contract Documents Committee and endorsed by the Associated General Contractors of America and the Construction Specifications Institute.



**BOLTON
& MENK**

Real People. Real Solutions.

F. 3. b.

7656 Design Road
Suite 200
Baxter, MN 56425-8676

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

January 11, 2023

Mike Lyonais, City Administrator
13888 Daggett Bay Road
Crosslake, MN 56442

RE: CSAH 66 Sanitary Sewer Extension – Contractor's Change Orders No. 2 thru 4

Dear Mike:

Enclosed are Change Orders No. 2 thru 4 for the CSAH 66 Sanitary Sewer Extension project. These change orders are consistent with the change order information originally provided to the City Council via memorandum dated November 22, 2022 and revised on December 8, 2022.

Change Order No. 2 addresses the sanitary sewer service pipe upsize, catch basin replacement at the Firehall, added traffic control signs, and eroded soil clean up. The cost increase is \$7,224.19.

Change Order No. 3 addresses extra work to remove and dispose of debris at the Simonson storm pond area and the placement of riprap on the pond slopes. The cost increase is \$15,954.84.

Change Order No. 4 addresses sidewalk replacement as a result of the County expansion of curb and gutter replacement. The cost increase is \$27,974.00.

Please have the City Council consider these for approval at their next meeting opportunity.

When approved, please return a copy to my office for our files. These change order amounts will be included with the next pay application being prepared for the project.

If you have any questions, please contact me at 218-821-7265.

Sincerely,

Bolton & Menk, Inc.

Phillip M. Martin, PE
Principal Engineer

Enclosures – *Contractor's Change Orders No. 2, No. 3, and No. 4*

CHANGE ORDER

F.3.b.1.

No. 2

Date of Issuance: December 14, 2022 Effective Date: December 14, 2022

Project: CSAH 66 Sanitary Sewer Extension	Owner: City of Crosslake	Owner's Contract No.:
Contract:	Date of Contract: February 14, 2022	
Contractor: Casper Construction Inc.	Engineer's Project No.: B11.116904	

The Contract Documents are modified as follows upon execution of this Change Order:

Description:

Upsize to 6 inch sanitary sewer service size for commercial properties, replace catch basin at firehall parking lot
Additional "no thru" signs to the traffic control during phase 2, and eroded soils clean up.

Attachments (list documents supporting change):

Change Order Summary (2 pages), Casper letter dated 10/5/22 (2 pages), Casper email dated 11/10/22 (2 pages)
Casper Extra Work Order 2121 (1 page)

CHANGE IN CONTRACT PRICE:

CHANGE IN CONTRACT TIMES:

Original Contract Price:

\$ 2,088,000

Increase from previously approved Change Orders: 0 to 1

\$ 8,205.00

Contract Price prior to this Change Order:

\$ 2,096,205.00

Increase of this Change Order:

\$ 7,224.19

Contract Price incorporating this Change

\$ 2,103,429.19

Original Contract Times: Work days Calendar days

Substantial completion (~~days or date~~): 65

Ready for final payment (~~days or date~~): 10/15/2022

Increase from previously approved Change Orders No. 0 to No. 1:

Substantial completion (days): 0

Ready for final payment (days): 0

Contract Times prior to this Change Order:

Substantial completion (~~days or date~~): 65

Ready for final payment (~~days or date~~): 10/15/2022

Increase of this Change Order:

Substantial completion (~~days or date~~): 4

Ready for final payment (~~days or date~~): 3

Contract Times with all approved Change Orders:

Substantial completion (~~days or date~~): 69

Ready for final payment (~~days or date~~): 10/19/2022

RECOMMENDED:
By: [Signature]
Engineer (Authorized Signature)

ACCEPTED:
By: _____
Owner (Authorized Signature)

ACCEPTED:
By: [Signature]
Contractor (Authorized Signature)

Date: 12/14/2022

Date: _____

Date: 1/9/23

Approved by Funding Agency (if applicable): _____

Date: _____

CSAH 66 Sanitary Sewer Extension Project
Change Order 2 Breakdown
 12/2/2022

Description:

Upsizing sanitary sewer service size to 6" for three commercial properties

Item	Quantity	Unit	Unit Price	Cost
6" Sanitary Sewer Service Pipe	142	LF	\$ 59.12	\$ 8,395.04
4" Sanitary Sewer Service Pipe	142	LF	\$ (52.25)	\$ (7,419.50)
10x6 Sewer Wye	3	EA	\$ 1,129.55	\$ 3,388.65
10x4 Sewer Wye	3	EA	\$ (800.00)	\$ (2,400.00)
			Total:	<u>\$ 1,964.19</u>
		SC FC		
Contract Days Added	<u>0</u>	<u>0</u>		

Description:

Replace catch basin located in firehall parking lot

Item	Quantity	Unit	Unit Price	Cost
Remove Drainage Structure	1	EA	\$ 345.00	\$ 345.00
Salvage & Reinstall Casting	1	EA	\$ 745.00	\$ 745.00
Design G Catch Basin	3	LF	\$ 550.00	\$ 1,650.00
			Total:	<u>\$ 2,740.00</u>
		SC FC		
Contract Days Added	<u>0.375</u>	<u>0</u>		

Description:

Two "NO THRU TRAFFIC" signs added to the traffic control plan during Phase 2 to help alleviate confusion

Item	Quantity	Unit	Unit Price	Cost
"NO THRU TRAFFIC" SIGN	2	EA	\$ 600.00	\$ 1,200.00
Casper Construction Markup (10%)	1	LUMP SUM	\$ 120.00	\$ 120.00
			Total:	<u>\$ 1,320.00</u>
		SC FC		
Contract Days Added	<u>0</u>	<u>0</u>		

Description:

Casper cleaned up soils deposited on the county road from a washout that occurred during a heavy rain when 66 Marine was doing landscaping in the County R/W.

Item	Quantity	Unit	Unit Price	Cost
Front End Loader	2	HR	\$ 187.00	\$ 374.00
Skid Steer	2	HR	\$ 126.00	\$ 252.00
Laborer	4	HR	\$ 81.00	\$ 324.00
Foreman	2	HR	\$ 125.00	\$ 250.00

Total: \$ 1,200.00

Contract Days Added	SC	FC
	<u>0</u>	<u>0.25</u>

Change Order 2 Total: \$ 7,224.19

Additional items paid as extension of quantities:

Contract Days Added

	SC	FC
Extension of Simonson Lumber Service	0.25	0
Added Sanitary Sewer Service to 13481 Rush Harbor Dr	0.19	0
Simonson Lumber additional driveway removal	0	0.1875
Moonlite Bay additioanl driveway removal	0	0.1875
Replacement of Rock at Fischer's property	0	0.25
Washout repairs from large rain event	0	1.875
Phase 1 Delays agreed upon July 14, 2022	3	0

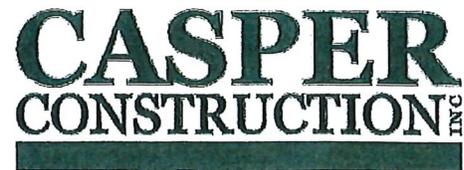
Total Contract Days Added - Change Order 2	SC	FC
	<u>3.81</u>	<u>2.75</u>
Rounded	4	3

PO Box 480, 212 SE 10th Street

Grand Rapids, MN 55744

Phone: (218) 326-9637 | Email: Estimates@caspercon.com

Website: www.casperconstructioninc.net



Date: 10/5/2022

To: Phil Martin – Bolton & Menk

Re: Crosslake CSAH 66 – extra work items and time delay request

Phil,

Casper is submitting extra work costs for change order items on the project along with delay claims related to the extra work that was added.

Previous change order items and delays were documented through our email communication. Casper requested 15 additional days based on the extra work and delays up through July 14, 2022. Bolton & Menk disagreed with many of our delay claims and came up with 3 days of delays. I would like to open the discussion again on some of the items that you disagreed with completely.

Change Order items pending:

1. 10' x 6" sanitary service wyes - \$1129.55/each Co 2
2. 6" pvc sanitary service pipe - \$59.12/LF Co 2
3. Any sanitary service stub where the pipe was not left at 10' bury per the plan detail, Casper requests 1 hour additional time.
4. Extra CB at firehall - ~~\$2,835.00~~ - 3 hours additional time
 - a. Remove drainage structure - \$345.00
 - b. ~~Remove casting - \$95.00~~
 - c. Salvage and reinstall casting - \$745.00
 - d. Design G catch basin (3' @ \$550.00/VF) - \$1650.00
5. Log landing additional excavation after pond bottom was already established. Field review of design determined an additional 4" of excavation was required. - \$314.00 - .5 hours additional time
6. Additional "NO THRU TRAFFIC" signs (7/19/22) - \$1320 Co 2
7. Excavation and disposal of buried concrete/bituminous at pond by Simonson Lumber (8/16/22, 8/23/22, 8/24/22) - \$7723.50 – 10 hours additional time
8. RipRap at pond by Simonson (9/12/22) - \$5201.20 – 4 hours additional time
9. Riprap at pond by Simonson (9/20/22) - \$3054.50 – 2 hours additional time
10. Blocking CSAH 66 with signs, pipe, equipment prior to cardboard boat race weekend (placing barricades and removing barricades) - \$3233.00 – 3 hours additional time
11. Extension of Simonson Lumber sanitary service (30' past ROW) – paid through unit prices – 2.5 hours additional time
12. Pond in front of Log Church additional planting soil as directed - \$3929.00 – 3.5 hours additional time

Co 2 \$2,740.00

13. Concrete walk added at guardrail – to be paid through updated unit prices per 9/9/22 email – 3 days additional time
14. Additional curb added to project in both Phase 1 and Phase 2 – 17 days additional time
 - a. Explanation of additional time:
 - i. 1 day for removals of additional curb
 - ii. 2 days for prep of additional common excavation and Class 5 beneath new curb
 - iii. 2 days for pouring additional curb
 - iv. 2 day cure time for additional curb
 - v. 2 days for backfill and grading behind additional curb
 - vi. 2 days for topsoil work on areas behind additional curb
 - vii. 1 day for seeding/turf establishment behind additional curb
 - viii. 1 day to prep for additional driveways and approaches (common ex and Class 5)
 - ix. 1 day to pour/pave additional driveways and approaches
 - x. 2 days of cure time for additional driveways and approaches
 - xi. 1 day to restore disturbed areas around additional driveways and approaches (topsoil and seeding)
15. Added 6" sanitary sewer service just South of MH S – paid through unit prices – 1.5 hours additional time
16. Simonson Lumber driveway approach revisions caused by curb addition – paid through unit prices – 3.25 hours additional time
17. Moonlight Bay Restaurant driveway approach revisions caused by curb addition – paid through unit prices – 3.25 hours additional time
18. 66 Marine washout road cleaning - \$1200.00 – 2 hours additional time *CO2*
19. Washout repairs from extreme rain event on 9/17-9/18 - \$7347.50 – 15 hours additional time
20. Lee Fischer river rock - \$1487.79 – 2 hours additional time

Additional time based on claims listed above equates to 55.5 hours or 5 days (not including added curb and concrete walk). The previous request for additional time based on added work to services and unknown/unexpected conditions was a minimum 3 days. The additional time requested for the added curb to the entire project is 17 days. The additional time agreed for the added concrete walk at the guardrail is 3 days. The total of the items listed above come to an additional 28 days of work that was unplanned for on this project.

Traffic delays:

Traffic delays were a constant concern on this project. As everyone is well aware, traffic continued to travel through the construction project even though there was a detour setup as well as advanced warning systems notifying traffic of the road closure to thru traffic. This was brought up during weekly construction meetings throughout the life of the project, with the main concern being for the safety of the construction workers, vehicle traffic, foot traffic, as well as the local residents.

There were many complaints about the detour for the project ever since it was first installed. Additional signage was added to the project to include a local detour and other warning and notification signs to try and help alleviate the questions, concerns and complaints from the public. Casper Construction made all attempts to handle the traffic in the most responsible ways possible to be respectful and helpful with traffic maneuvering around our construction site.

The project experienced significant delays because of the traffic that completely ignored the road closed signs and continued to travel through the project after being notified that it was not accessible to thru traffic. New visitors to the town each week presented new travelers that were unaware of the detour and construction to travel through the

CO2

Phil Martin

From: Tom Alverson <tomalverson@caspercon.com>
Sent: Thursday, November 10, 2022 10:01 AM
To: Andrew Beadell; Phil Martin
Subject: Crosslake - no thru traffic quote
Attachments: ITS email - price for no thru traffic signs.pdf

Andrew and Phil,
Attached is the email from ITS for the additional "No Thru Traffic" signs.
Their quote was \$1200 and with our markup would be a total of \$1320.

Thank you,

Tom Alverson
Senior Estimator / Project Manager
Earthwork & Utility Operations
Direct: (218)-398-3820
Cell: (218) 398-0706
tom@caspercon.com

Casper Construction Inc.
Office: (218) 326-9637 Ext. 509 / Fax (218) 326-9638
212 SE 10TH ST / Grand Rapids, MN 55744
<http://caspercon.com>

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Any opinion and other statement contained in this message and any attachment are solely those of the author and do not necessarily represent those of Casper Construction Inc.

[Quoted text hidden]

Myha White <itsmyhaw@outlook.com>
To: Tom Alverson <tomalverson@caspercon.com>

Tue, Jul 19, 2022 at 3:29 PM

\$1,200.00

We're going to put them on barricades in hopes that it'll get peoples attention, if that works for you?

Myha White

Interstate Traffic Signs

218-547-4900

[Quoted text hidden]

Tom Alverson <tomalverson@caspercon.com>
To: Myha White <itsmyhaw@outlook.com>
Bcc: Tom Alverson <tomalverson@caspercon.com>

Tue, Jul 19, 2022 at 4:00 PM

Myha,
I believe these will need to be post mounted based on the locations as they are not directly on the project.

They would be mounted just after the "CSAH 66 CLOSED" signs.

Tom Alverson
Senior Estimator / Project Manager
Earthwork & Utility Operations
Direct: (218)-398-3820
Cell: (218) 398-0706
tom@caspercon.com

Casper Construction Inc.
Office: (218) 328-9637 Ext. 509 / Fax: (218) 328-9638
212 SE 10TH ST / Grand Rapids, MN 55744
<http://caspercon.com>

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[Quoted text hidden]

Myha White <itsmyhaw@outlook.com>
To: Tom Alverson <tomalverson@caspercon.com>

Tue, Jul 19, 2022 at 4:27 PM

The locations would need to be flagged and located. I don't have anyone available this week to flag.

[Quoted text hidden]

Tom Alverson <tomalverson@caspercon.com>

Tue, Jul 19, 2022 at 6:08 PM



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C02

Extra Work Order

EWO #: 2121

Date: 9/20/22

Job # / Name: CROSSLAKE CSAH 660 Cost Code:

Location of Work (Sta., Street, Address, Site): 660 MARINE CLEANUP

Inspector/Owner:

Description of Work:
660 MARINE SLOPE DISTURBED BY HEAVY RAIN OVER WEEKEND. OWNER'S CONTRACTOR DISTURBED THIS AREA AND RESPONSIBLE FOR CLEANUP

Equipment					Labor				
Unit #	Description	Hrs	\$/HR (PM use only)	Amount (PM use only)	Description	Hrs Worked		\$/HR (PM use only)	Amount (PM use only)
	LOADER	2	187	374	FOREMAN	ST	2	125	250
	SIBDDY	2	126	252	LABORER	ST	2	81	162
					LABORER	OT			162
						ST	2	81	162
						OT			
						ST			
						OT			
						ST			
						OT			
						ST			
						OT			
Subtotal:				626.00	Subtotal:				574.00

Material				
Description	Quantity	Unit	Unit Price (PM use only)	Amount (PM use only)
Subtotal:				

GRAND TOTAL: \$1,200.00

Due to the extra work / change specified above, Casper Construction may request a change in the contract time depending on the type of work performed. Signing below acknowledges that the contract time may change.

Inspector / Owner _____ Date _____ Casper Representative _____ Date _____

CHANGE ORDER

F. 3. b. 2.
No. 3

Date of Issuance: December 14, 2022 Effective Date: December 14, 2022

Project: CSAH 66 Sanitary Sewer Extension	Owner: City of Crosslake	Owner's Contract No.:
Contract:	Date of Contract: February 14, 2022	
Contractor: Casper Construction Inc.	Engineer's Project No.: B11.116904	

The Contract Documents are modified as follows upon execution of this Change Order:

Description:

Removal and disposal of buried concrete and bituminous rubble at the Simonson pond. Placement of rip rap At Simonson Lumber BMP.

Attachments (list documents supporting change):

Change Order Summary (2 pages), Casper Extra Work Orders 2112, 2114, 2115, 2116, 2117 (5 pages), Casper Letter dated 10/05/22 (1 page)

CHANGE IN CONTRACT PRICE:

CHANGE IN CONTRACT TIMES:

Original Contract Price:

Original Contract Times: Work days Calendar days

\$ 2,088,000

Substantial completion (days ~~or date~~): 65

Ready for final payment (days ~~or date~~): 10/15/2022

Increase from previously approved Change Orders: 0 to 2

Increase from previously approved Change Orders No. 0 to No. 2:

\$ 15,429.19

Substantial completion (days): 4

Ready for final payment (days): 3

Contract Price prior to this Change Order:

Contract Times prior to this Change Order:

\$ 2,103,429.19

Substantial completion (days ~~or date~~): 69

Ready for final payment (days ~~or date~~): 10/19/2022

Increase of this Change Order:

Increase of this Change Order:

\$ 15,954.84

Substantial completion (days or date): 2

Ready for final payment (days or date): 0

Contract Price incorporating this Change

Contract Times with all approved Change Orders:

\$ 2,119,384.03

Substantial completion (days ~~or date~~): 71

Ready for final payment (days ~~or date~~): 10/19/2022

RECOMMENDED:

By: [Signature]
Engineer (Authorized Signature)

Date: 12/14/2022

Approved by Funding Agency (if applicable): _____

ACCEPTED:

By: _____
Owner (Authorized Signature)

Date: _____

ACCEPTED:

By: [Signature]
Contractor (Authorized Signature)

Date: 1/9/23

Date: _____

PO Box 480, 212 SE 10th Street

Grand Rapids, MN 55744

Phone: (218) 326-9637 | Email: Estimates@caspercon.com

Website: www.casperconstructioninc.net



Date: 10/5/2022

To: Phil Martin – Bolton & Menk

Re: Crosslake CSAH 66 – extra work items and time delay request

Phil,

Casper is submitting extra work costs for change order items on the project along with delay claims related to the extra work that was added.

Previous change order items and delays were documented through our email communication. Casper requested 15 additional days based on the extra work and delays up through July 14, 2022. Bolton & Menk disagreed with many of our delay claims and came up with 3 days of delays. I would like to open the discussion again on some of the items that you disagreed with completely.

Change Order items pending:

1. 10' x 6" sanitary service wyes - \$1129.55/each
2. 6" pvc sanitary service pipe - \$59.12/LF
3. Any sanitary service stub where the pipe was not left at 10' bury per the plan detail, Casper requests 1 hour additional time.
4. Extra CB at firehall - \$2,835.00 – 3 hours additional time
 - a. Remove drainage structure - \$345.00
 - b. Remove casting - \$95.00
 - c. Salvage and reinstall casting - \$745.00
 - d. Design G catch basin (3' @ \$550.00/VF) - \$1650.00
5. Log landing additional excavation after pond bottom was already established. Field review of design determined an additional 4" of excavation was required. - \$314.00 - .5 hours additional time
6. Additional "NO THRU TRAFFIC" signs (7/19/22) - \$1320
7. Excavation and disposal of buried concrete/bituminous at pond by Simonson Lumber (8/16/22, 8/23/22, 8/24/22) - \$7723.50 – 10 hours additional time
8. RipRap at pond by Simonson (9/12/22) - \$5201.20 – 4 hours additional time *CO3 85,439.36*
9. Riprap at pond by Simonson (9/20/22) - \$3054.50 – 2 hours additional time *CO3 82,791.98*
10. Blocking CSAH 66 with signs, pipe, equipment prior to cardboard boat race weekend (placing barricades and removing barricades) - \$3233.00 – 3 hours additional time
11. Extension of Simonson Lumber sanitary service (30' past ROW) – paid through unit prices – 2.5 hours additional time
12. Pond in front of Log Church additional planting soil as directed - \$3929.00 – 3.5 hours additional time

CSAH 66 Sanitary Sewer Extension Project
Change Order 3 Breakdown
 12/2/2022

Description:

Removal and disposal of burried concrete and bituminous at Simonson Lumber infiltration basin

Date: 8/16/22

Item	Quantity	Unit	Unit Price	Cost
480 Excavator	2.5	HR	\$ 313.00	\$ 782.50
380 Excavator	2.5	HR	\$ 272.00	\$ 680.00
Foreman	3	HR	\$ 125.00	\$ 375.00
Laborer	8	HR	\$ 81.00	\$ 648.00
Total:				<u>\$ 2,485.50</u>

Date: 8/23/22

Item	Quantity	Unit	Unit Price	Cost
380 Excavator	4	HR	\$ 272.00	\$ 1,088.00
Foreman	3.5	HR	\$ 125.00	\$ 437.50
Laborer	6.5	HR	\$ 81.00	\$ 526.50
Total:				<u>\$ 2,052.00</u>

Date: 8/24/22

Item	Quantity	Unit	Unit Price	Cost
380 Excavator	4	HR	\$ 272.00	\$ 1,088.00
Front End Loader	4	HR	\$ 187.00	\$ 748.00
Dump Truck	9	HR	\$ 150.00	\$ 1,350.00
Total:				<u>\$ 3,186.00</u>

Sub-Total: \$ 7,723.50

Contract Days Added	SC	FC
	<u>1.25</u>	<u>0</u>

Description:

Added rip rap to slopes of the Simonson Lumber infiltration basin to prevent erosion

Date: 9/12/22

Item	Quantity	Unit	Unit Price	Cost
250 Excavator	4	HR	\$ 226.00	\$ 904.00
Skid Steer	4	HR	\$ 126.00	\$ 504.00
Dump Truck	4	HR	\$ 150.00	\$ 600.00
Front End Loader	2	HR	\$ 187.00	\$ 374.00
Foreman	4	HR	\$ 125.00	\$ 500.00
Laborer	8	HR	\$ 81.00	\$ 648.00
Rip Rap	24.84	CY	\$ 74.00	\$ 1,838.16
Geotextile Fabric	89	SY	\$ 0.80	\$ 71.20

Total: \$ 5,439.36

Date: 9/20/22

Item	Quantity	Unit	Unit Price	Cost
75 Excavator	2	HR	\$ 155.00	\$ 310.00
Skid Steer	2	HR	\$ 126.00	\$ 252.00
Dump Truck	2	HR	\$ 150.00	\$ 300.00
Front End Loader	2	HR	\$ 187.00	\$ 374.00
Foreman	2	HR	\$ 125.00	\$ 250.00
Laborer	4	HR	\$ 81.00	\$ 324.00
Rip Rap	13.27	CY	\$ 74.00	\$ 981.98

Total: \$ 2,791.98

Sub-Total: \$ 8,231.34

	SC	FC
Contract Days Added	<u>0.5</u>	<u>0.375</u>

Change Order 3 Total: \$ 15,954.84

Additional items paid as extension of quantities:

	SC	FC
Log Landing BMP addition excavation	0.0625	0
Log Church BMP supplemental planting soil	0.4375	0

	SC	FC
Total Contract Days Added - Change Order 3	<u>2.2500</u>	<u>0.375</u>
Rounded	2	0



Co 3

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Extra Work Order

EWO #: **2112**

Date: 9/12/22

Job # / Name: <u>CROSSLAKE CSAH 606</u>						Cost Code:			
Location of Work (Sta., Street, Address, Site): <u>CSAH 606 POND BY SIMONSON</u>									
Inspector/Owner:									
Description of Work: <p style="text-align: center;">ADDED RIPRAP TO SLOPES THAT CONTINUE TO GRADE FROM EXCESSIVE WATER RUNOFF FROM SIMONSON LOT.</p>									
Equipment					Labor				
Unit #	Description	Hrs	\$/HR (PM use only)	Amount (PM use only)	Description	Hrs Worked	\$/HR (PM use only)	Amount (PM use only)	
	250 EXCAVATOR	4	226	904	FOREMAN	ST 4	125	500	
	SKIDDY	4	126	504	LABORER	ST 4	81	324	
	DUMP TRUCK	4	150	600	LABORER	ST 4	81	324	
	LOADER	2	187	374		OT			
						ST			
						OT			
						ST			
						OT			
						ST			
						OT			
						ST			
						OT			
Subtotal:				2382	Subtotal:			1148	
Material									
Description	Quantity	Unit	Unit Price (PM use only)	Amount (PM use only)					
RIPRAP FROM ANDERSON BROTHERS	24.84 24.84	CY	74.00	1838.16					
GEOTEXTILE FABRIC	89	SY	.80	71.20					
Subtotal:				1909.36					
GRAND TOTAL:				\$5439.36					
Due to the extra work / change specified above, Casper Construction may request a change in the contract time depending on the type of work performed. Signing below acknowledges that the contract time may change.									
Inspector / Owner _____				Date _____		Casper Representative _____		Date _____	



Co 3

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estimates@caspercon.com

Extra Work Order

EWO #: **2115**

Date: 8/16/22

Job # / Name: <u>CROSSLAKE CSPT 606</u>	Cost Code: _____
Location of Work (Sta., Street, Address, Site): <u>POND @ SIMONSON</u>	
Inspector/Owner: _____	
Description of Work: <p style="text-align: center;">EXCAVATE REMOVE AND DISPOSE OF UNEXPECTED BURIED CONCRETE AND BITUMINOUS @ POND BY SIMONSON LUMBER</p> <p style="text-align: center;">* NO TRUCKS TODAY SO DEBRIS WAS STOCKPILED ON SITE</p>	

Equipment					Labor			
Unit #	Description	Hrs	\$/HR (PM use only)	Amount (PM use only)	Description	Hrs Worked	\$/HR (PM use only)	Amount (PM use only)
	480 EX.	2.5	313	782.50	FOREMAN	ST 3	125	375.00
	380 EX.	2.5	272	680.00	LABORER	OT 3	81	
					LABORER	ST 2.5	81	202.50
					LABORER	OT 2.5	81	202.50
						ST		
						OT		
						ST		
						OT		
						ST		
						OT		
						ST		
						OT		
				Subtotal:				1462.50
						Subtotal:		1023.00

Material				
Description	Quantity	Unit	Unit Price (PM use only)	Amount (PM use only)
Subtotal:				

GRAND TOTAL: \$2485.50

Due to the extra work / change specified above, Casper Construction may request a change in the contract time depending on the type of work performed. Signing below acknowledges that the contract time may change.

_____ Inspector / Owner	_____ Date	_____ Casper Representative	_____ Date
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C03

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 (F)218-326-9638
 estimates@caspercon.com

Extra Work Order

EWO #: **2116**

Date: 8/24/22

Job # / Name: CROSSLAKE CS&H Co Cost Code: _____

Location of Work (Sta., Street, Address, Site): POND @ SIMONSON

Inspector/Owner: _____

Description of Work:
 EXCAVATE AND LOAD OUT BURIED CONCRETE + BITUMINOUS
 FROM POND BOTTOM. SIMONSON POND

Equipment					Labor			
Unit #	Description	Hrs	\$/HR (PM use only)	Amount (PM use only)	Description	Hrs Worked	\$/HR (PM use only)	Amount (PM use only)
	380 EX.	4	272	1088		ST		
	LOADER	4	187	748		OT		
	DUMP TRUCK	4	150	600		ST		
	DUMP TRUCK	5	150	750		OT		
						ST		
						OT		
						ST		
						OT		
						ST		
						OT		
						ST		
						OT		
Subtotal:				3186	Subtotal:			

Material				
Description	Quantity	Unit	Unit Price (PM use only)	Amount (PM use only)
CONC./BIT. DISPOSAL - NO DISPOSAL FEES				
Subtotal:				

GRAND TOTAL: \$3,186.00

Due to the extra work / change specified above, Casper Construction may request a change in the contract time depending on the type of work performed. Signing below acknowledges that the contract time may change.

Inspector / Owner	Date	Casper Representative	Date
-------------------	------	-----------------------	------

CHANGE ORDER

F. 3. 6. 3.

No. 4

Date of Issuance: December 14, 2022 Effective Date: December 14, 2022

Project: CSAH 66 Sanitary Sewer Extension	Owner: City of Crosslake	Owner's Contract No.:
Contract:	Date of Contract: February 14, 2022	
Contractor: Casper Construction Inc.	Engineer's Project No.: B11.116904	

The Contract Documents are modified as follows upon execution of this Change Order:

Description:

Crow Wing County additional curb & gutter replacement and city sidewalk replacement, Traffic Delay Adjustment of 1 additional day

Attachments (list documents supporting change):

Change Order Summary (1 page), Casper Letter dated 10/05/22 page 2 (1 page), Casper email dated 09/09/22 (1 page)

CHANGE IN CONTRACT PRICE:

CHANGE IN CONTRACT TIMES:

Original Contract Price:

Original Contract Times: Work days Calendar days

\$ 2,088,000

Substantial completion (days or date): 65

Ready for final payment (days or date): 10/15/2022

Increase from previously approved Change Orders: 0 to 3

Increase from previously approved Change Orders No. 0 to No. 3:

\$ 31,384.03

Substantial completion (days): 6

Ready for final payment (days): 3

Contract Price prior to this Change Order:

Contract Times prior to this Change Order:

\$ 2,119,384.03

Substantial completion (days or date): 71

Ready for final payment (days or date): 10/19/2022

Increase of this Change Order:

Increase of this Change Order:

\$ 27,974.00

Substantial completion (days or date): 15

Ready for final payment (days or date): 3

Contract Price incorporating this Change

Contract Times with all approved Change Orders:

\$ 2,147,358.03

Substantial completion (days or date): 86

Ready for final payment (days or date): 10/24/2022

RECOMMENDED:

By: [Signature] Engineer (Authorized Signature)

Date: 12/14/2022

Approved by Funding Agency (if applicable):

ACCEPTED:

By: [Signature] Owner (Authorized Signature)

Date:

ACCEPTED:

By: [Signature] Contractor (Authorized Signature)

Date: 1/9/23

Date:

- COY 13. Concrete walk added at guardrail – to be paid through updated unit prices per 9/9/22 email – 3 days additional time 3 days 2 day SC
1 day FC
- COY 14. Additional curb added to project in both Phase 1 and Phase 2 – 17 days additional time
- a. Explanation of additional time:
- i. 1 day for removals of additional curb SC
 - ii. 2 days for prep of additional common excavation and Class 5 beneath new curb SC
 - iii. ~~12~~ 7 days for pouring additional curb SC
 - iv. ~~2 day cure time for additional curb~~ 0
 - v. 2 days for backfill and grading behind additional curb SC
 - vi. 2 days for topsoil work on areas behind additional curb SC
 - vii. 1 day for seeding/turf establishment behind additional curb FC
 - viii. 1 day to prep for additional driveways and approaches (common ex and Class 5) SC
 - ix. 1 day to pour/pave additional driveways and approaches SC
 - x. 2 days of cure time for additional driveways and approaches SC
 - xi. 1 day to restore disturbed areas around additional driveways and approaches (topsoil and seeding) FC
15. Added 6" sanitary sewer service just South of MH S – paid through unit prices – 1.5 hours additional time
16. Simonson Lumber driveway approach revisions caused by curb addition – paid through unit prices – 3.25 hours additional time
17. Moonlight Bay Restaurant driveway approach revisions caused by curb addition – paid through unit prices – 3.25 hours additional time
18. 66 Marine washout road cleaning - \$1200.00 – 2 hours additional time
19. Washout repairs from extreme rain event on 9/17-9/18 - \$7347.50 – 15 hours additional time
20. Lee Fischer river rock - \$1487.79 – 2 hours additional time

Additional time based on claims listed above equates to 55.5 hours or 5 days (not including added curb and concrete walk). The previous request for additional time based on added work to services and unknown/unexpected conditions was a minimum 3 days. The additional time requested for the added curb to the entire project is 17 days. The additional time agreed for the added concrete walk at the guardrail is 3 days. The total of the items listed above come to an additional 28 days of work that was unplanned for on this project.

Traffic delays:

Traffic delays were a constant concern on this project. As everyone is well aware, traffic continued to travel through the construction project even though there was a detour setup as well as advanced warning systems notifying traffic of the road closure to thru traffic. This was brought up during weekly construction meetings throughout the life of the project, with the main concern being for the safety of the construction workers, vehicle traffic, foot traffic, as well as the local residents.

There were many complaints about the detour for the project ever since it was first installed. Additional signage was added to the project to include a local detour and other warning and notification signs to try and help alleviate the questions, concerns and complaints from the public. Casper Construction made all attempts to handle the traffic in the most responsible ways possible to be respectful and helpful with traffic maneuvering around our construction site.

The project experienced significant delays because of the traffic that completely ignored the road closed signs and continued to travel through the project after being notified that it was not accessible to thru traffic. New visitors to the town each week presented new travelers that were unaware of the detour and construction to travel through the

Phil Martin

CO4

From: Tom Alverson <tomalverson@caspercon.com>
Sent: Friday, September 9, 2022 1:47 PM
To: Andrew Beadell
Cc: Phil Martin; Martin Espersen; Nate Benson; Bubba
Subject: Re: 4" Sidewalk Pay Item

Andrew,
4" concrete walk - \$9.00/SF
6" aggregate base class 5 - \$44.40/CY (CV)
Common excavation - \$15.00/CY (EV)

Casper will require 3 additional days on the contract for this work to account for removals, subgrade prep and class 5, concrete placement, and restoration work behind the sidewalk.

Because of planned wear course paving scheduled for next week, the concrete sidewalk work would need to take place after the final wear course is placed and before pavement markings go down.

Let me know if this is approved.

Tom Alverson
Senior Estimator / Project Manager
Earthwork & Utility Operations
Direct: (218)-398-3820
Cell: (218) 398-0706
tom@caspercon.com

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On Tue, Sep 6, 2022 at 3:01 PM Andrew Beadell <Andrew.Beadell@bolton-menk.com> wrote:

Tom,

With the county adding in the replacement of all concrete curb & gutter we are forced to replace the 5' wide concrete sidewalk where the trail narrows. We need a price from you for 4" Concrete sidewalk on top of 6" of aggregate base.

There is approximately 2500 SF of 4" sidewalk added. This is from station 114+00 to 119+00 on the lake side of the road.

F. 4. a.

REQUEST FOR COUNCIL ACTION

February 6, 2023

Department: Parks & Recreation

Agenda Section: Commission Reports

Department Head: TJ Graumann

Agenda Item: Surplus Items

BACKGROUND

Staff is recommending that the following be marked as surplus and be sold using sealed bids. We no longer use this equipment – it has been sitting in storage for the last 6+ years.

	Starting Bids:
1. JVC HR-XyC14 (DVD + VCR)	\$15.00
2. Philips DVD750VR (DVD + VCR)	\$15.00
3. Sony SLV-D350P (DVD + VCR)	\$15.00
4. Toshiba DVD Player	\$15.00
5. TOA Digital Mixer D-901	\$80.00
6. Pro Co Stage Master (12 send, 4 return)	\$50.00
7. Micro Mix MX400	\$5.00

FINANCIAL IMPLICATIONS

N/A

RECOMMENDATION

Staff recommends that City Council declare the preceding seven items as surplus and sell them using sealed bids.

COUNCIL ACTION REQUESTED

Motion to declare all seven items as surplus and sell them using sealed bids.

ATTACHMENTS

Pictures of said items.



JVC DVD VHS PLAYER



SONY DVD VHS PLAYER



MICRO MIX 4-CHANNEL MIXER



TOSHIBA DVD PLAYER



PHILIPS DVD VHS PLAYER



TOA DIGITAL MIXER D-901



PRO STAGE MIXER

F. 4. b.



Quality Equipment Sales and Service, Inc.
5410 Landmark Drive
Brainerd, MN 56401
Phone: 218-297-0991
qualityequipmentmn.com

Ship To: IN STORE PICKUP

Invoice To: CITY OF CROSSLAKE
13888 DAGGETT BAY ROAD
37028 CO RD 66
CROSSLAKE MN 56442-2568

Table with invoice details: Branch (03 - Brainerd), Date (02/06/2023), Time (16:04:44 (O)), Page (1), Account No (CROSS002), Phone No (2186922688), Est No (08 Q01733), Ship Via, Purchase Order, Tax ID No (6224454), Salesperson (MATTHEW HUNNICUTT 1B)

EQUIPMENT ESTIMATE - NOT AN INVOICE

Description ** Q U O T E ** EXPIRY DATE: 03/31/2023 Amount
New KUBOTA RTV-X1100CWL ORANGE UTILITY VEHICLE 26650.00
WITH:
BLOCK HEATER
RADIO
REAR HITCH KIT
HD TIRES
SPARY ON BEDLINER
POWER DUMP
FRONT LED & REAR LIGHT KIT

Canso rubber tracks 4s1 model 6700.00
fits the rtv-x1100cwl-h

Sale Total: 33350.00

Miscellaneous Charges/Credits

GOVERNMENT DISCOUNT Qty: 1 Price: 2000.00 2000.00-
DOC FEES 1 40.00 40.00

Subtotal: 31390.00
Quote Total: 31390.00

Authorization:
INCLUDED WITH YOUR PURCHASE - KUBOTA FACTORY WARRANTY:
FACTORY 24 MONTH BASIC STANDARD LIMITED WARRANTY
PRICE ON THIS SALES QUOTE IS AN ESTIMATE AND IS SUBJECT TO
BEING INCREASED. FINAL PRICING AND APPLICABLE PROGRAMS WILL
BE ESTABLISHED AT DELIVERY.
LEASING FOR 300 HOURS A YEAR FOR 48 MONTHS IS \$490.99 A
MONTH

X
Received By

Thank You For Your Business!