

**AGENDA
REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, SEPTEMBER 11, 2023
7:00 P.M. – CITY HALL**

Council Member Sandy Farder will attend the meeting via Zoom because she is out of town. She will participate from a public location at 2022 River Road, Council Bluffs, IA, 51501. As required by MN State Statute 13D.02, this is open and accessible to the public.

A. CALL TO ORDER

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

B. PUBLIC HEARING

- 1. 7:00 P.M. – ROAD RIGHT OF WAY VACATION REQUEST FROM BRIAN & CHERYL EVENSON AND JOHN & CAROLYN FORNEY BETWEEN 11797 AND 11805 WHITEFISH AVE (Council Action-Motion)**
 - a. Questions for **COUNCIL** to consider when reviewing request to vacate property
 - b. Applications from Evenson's and Forney's to Vacate Public Right of Way
 - c. Reasons to Vacate Parcel from Applicants
 - d. Certificate of Survey and Site Information
 - e. Notice to Hearings to Surrounding Property Owners
 - f. Recommendation from Public Works Commission
 - g. Recommendation from Parks and Recreation/Library Commission
 - h. Resolution Vacating Property

C. 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.

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

1. Regular Council Meeting Minutes of August 14, 2023
2. Special Council Meeting Minutes of August 23, 2023
3. Budget Workshop Meeting Minutes of August 23, 2023
4. Budget Workshop Meeting Minutes of August 30, 2023
5. Unadjusted Draft: 08.31.2023 Month End Revenue Report
6. Unadjusted Draft: 08.31.2023 Month End Expenditures Report
7. Unadjusted Draft: 08.31.2023 Balance Sheet
8. Police Report for Crosslake – August 2023
9. Police Report for Mission Township – August 2023
10. Fire Department Report – August 2023
11. North Ambulance Run Report – August 2023

12. Public Safety Commission Meeting Minutes of August 2, 2023
13. August Planning and Zoning Monthly Statistics
14. Planning and Zoning Commission Meeting Minutes of July 28, 2023
15. Public Works Commission Meeting Minutes of August 7, 2023
16. Crosslake Park, Recreation, and Library Commission Meeting Minutes of July 26, 2023
17. EDA Meeting Minutes of July 12, 2023
18. Waste Partners Recycling Reports for July 2023
19. Approval of F.I.R.E. Invoice
20. Bills for Approval

E. MAYOR'S AND COUNCIL MEMBERS' REPORT

1. Resolution Accepting Donations (Council Action-Motion)
2. Mike O'Connell – Presentation of WSN Lakes Foundation Trail Feasibility Report (Council Information)
3. Memo dated September 6, 2023 from Staff Re: MNOSHA Inspection at Wastewater Treatment Plant (Council Information)

F. CITY ADMINISTRATOR'S REPORT

1. Kelvin Daniels of Xtona Presentation: Security, Software and Email Migration (Council Action-Motion)
2. Resolution Approving Preliminary 2023 Tax Levy Collectible in 2024 (Council Action-Motion)
3. Memo dated September 7, 2023 Re: Data Practices Policy for the Public (Council Action-Motion)
4. Approval of Drug, Alcohol and Cannabis Testing and Drug-Free Workplace Act Policy for Non-Commercial Drivers (Council Action-Motion)
5. Crow Wing County ALERT System Notice (Council Information)
6. Pequot Lakes Public Schools November 2023 Bond Referendum and Capital Projects Levy Fact Sheet (Council Information)
7. Letter dated August 24, 2023 from Crow Wing County Highway Department Re: Future County Highway Project (Council Information)
8. Advisory Opinion 23-003 dated September 7, 2023 from MN Department of Administration Re: Open Meeting Law (Council Information)

G. COMMISSION REPORTS

1. PLANNING AND ZONING
 - a. Update from Planning and Zoning Workshop (Council Information)
2. PARK AND RECREATION/LIBRARY
 - a. Request for Council Action dated September 5, 2023 from TJ Graumann Re: HVAC Replacements (Council Action-Motion)
 - b. Request for Council Action dated September 5, 2023 from TJ Graumann Re: Landscape Berm (Council Action-Motion)
 - c. Memo dated September 5, 2023 from TJ Graumann RE: ROW Task Force (Council Action-Motion)

- d. Memo dated September 6, 2023 from TJ Graumann Re: Polaris Ranger (Council Action-Motion)
- e. Approval to Advertise for Joint PW/Park Maintenance Technician Position (Council Action-Motion)
- f. Parks & Recreation Update

3. PUBLIC WORKS/SEWER/CEMETERY

- a. Update on Shouldering Machine Rental/Purchase (Council Action-Motion)
- b. Memo dated September 6, 2023 from Public Works Commission Re: Road Improvement Plan (Council Action-Motion)
 - 1. 5-Year Road Improvement Plan Maps
 - 2. 5-Year Road Improvement Plan
 - 3. Resolution Calling a Public Hearing on the Proposal to Adopt a Street Reconstruction Plan and the Intent to Issue General Obligation Street Reconstruction Bonds

H. 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.

I. CITY ATTORNEY REPORT

J. OLD BUSINESS

K. NEW BUSINESS

L. ADJOURN

B. l. a.

QUESTIONS FOR COUNCIL TO CONSIDER WHEN REVIEWING REQUEST TO VACATE PROPERTY

1. Have a majority of landowners, on a frontage basis, abutting the street, alley, public ground, public way or part thereof, signed on as applicants for this petition?
2. Does any part of the ROW terminate at, abut upon, or is adjacent to any public water?
3. Has the DNR been notified of the ROW request?
4. Are there currently improvements on the ROW?
5. Are there currently encroachments from adjacent parcels onto the ROW?
6. Is there currently a Use Agreement in place between the neighboring property owners and the City for the encroachments onto the ROW?
7. Is the ROW currently being used by the public?
8. Based on the topography and shoreline, can the ROW Access be improved for use by the public?
9. What are the public benefits of vacating the ROW?
10. How will the vacation impact the conservation of natural resources?
11. Consider recommendations from the Public Works and Park & Recreation/Library Commissions

PLEASE VISIT SITE IF TIME ALLOWS



Road Right-Of-Way (ROW) Vacation Application

City of Crosslake

13888 Daggett Bay Rd, Crosslake, MN 56442

218.692.2688 (Phone) 218.692.2687 (Fax)

www.cityofcrosslake.org

Receipt Number:

Property Owner(s): BRIAN + CHERYL EVENSON

Mailing Address: 3805 ALVARADO LN N PLYM MN 55446

Site Address: 11805 WHITEFISH AV

Phone Number: 763-498-9027

E-Mail Address: BRIANKEVENSON@ICLOUD.COM

Parcel Number(s): 14060552

Legal Description: LOT 11 BLOCK 26

Section 6 Township 137 Range 27 / 28 (circle one)

Lake/River Name: WHITEFISH

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

If yes list Parcel Number(s)

Authorized Agent:

Agent Address:

Agent Phone Number:

Signature of Property Owner(s) Cheryl Evenson

Date 4-11-23

Signature of Authorized Agent(s)

Date

- All applications must be accompanied by a signed Certificate of Survey (Coordinate with city staff- Public Works, Parks & Recreation and City Attorney)
- Fee \$1,000 for ROW Vacation Payable to "City of Crosslake"
- No decisions will be made on an applicant's request at the Commission meeting(s). Approval or denial of applications is determined by the City Council at a public meeting as per Minnesota Statute 462 and the Code of City Ordinances, City of Crosslake, Chapter 42, Article V.

For Office Use:

Application accepted by

Date

Date of Approval: _____ Denial: _____ by Public Works

Date of Approval: _____ Denial: _____ by Parks and Recreation

Date of Approval: _____ Denial: _____ by City Attorney

Date of Approval: _____ Denial: _____ by City Clerk

(Check applicable requests)

☒ Road Right-Of-Way (ROW) Vacation

☐

Official Use Only:

8-7-23
Public Works Meeting Date:

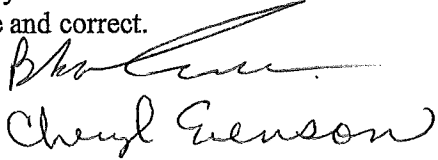
7/26/23
Water Access ROW only; Parks & Recreation Meeting Date:

9/11/23
City Council Public Hearing Meeting Date:

9. When the application and all accompanying plans have been completed, you can mail or deliver the information to the Crosslake Planning and Zoning Office, Crosslake City Hall, 13888 Daggett Bay Rd, Crosslake, MN 56442. The appropriate fee must accompany all applications. Please make check payable to "City of Crosslake".
10. If your vacation application is approved, you must still obtain all necessary permits before starting your project(s) if applicable.
11. The applicant is responsible for securing any other local, state or federal permits that may be required. If the application involves work in wetlands, additional permits and approvals will be required to comply with the Minnesota Wetland Conservation Act and U.S. Army Corps of Engineers regulations.
12. Public hearing per Chapter 42 - No decisions will be made on an applicant's request at the Commission meetings. Approval or denial of application is determined by the City Council.

The applicant or agent hereby makes application for a ROW Vacation agreeing to do all such work in accordance with all City of Crosslake Ordinances. Applicant or agent agrees that application, surveys and other attachments submitted herewith are true and accurate. Applicant or agent agrees, that in making application for a vacation, applicant grants permission to City of Crosslake, at reasonable times to enter applicant's premises to determine compliance of that application with any applicable county, state or federal ordinances or statutes. If any of the information provided by the applicant in his/her application is later found or determined by the City to be inaccurate, the City may revoke the vacation based upon the supply of inaccurate information.

I have fully read and fully understand the above instructions. I hereby swear that all information provided in this application is true and correct.

Signature of owner(s)  Date 4-11-23

Signature of authorized agent(s) _____ Date _____



Road Right-Of-Way (ROW) Vacation Application

City of Crosslake

13888 Daggett Bay Rd, Crosslake, MN 56442

218.692.2688 (Phone) 218.692.2687 (Fax)

www.cityofcrosslake.org

Receipt Number: _____

Property Owner(s): CAROLYN + JOHN W. FORNEY, Jr.

Mailing Address: 11797 Whitefish Ave, Crosslake, MN 56442

Site Address: 11797 Whitefish Ave, Crosslake, MN 56442

Phone Number: 952-956-4014

E-Mail Address: jwforney@gmail.com

Parcel Number(s): 14060533

Legal Description: City of Crosslake / Twin Beach / Lot 4

Section 06 Township 137 Range (27) / 28 (circle one)

Lake/River Name: Lower Whitefish Lake

Do you own land adjacent to this parcel(s)? X Yes No
Across the street.

If yes list Parcel Number(s) 14060818 and 14060817

Authorized Agent: _____

Agent Address: _____

Agent Phone Number: _____

Signature of Property Owner(s) Carolyn C. Forney John W. Forney, Jr. Date 6/12/2023

Signature of Authorized Agent(s) _____ Date _____

(Check applicable requests)

☒ Road Right-Of-Way (ROW)
Vacation

☐ _____

Official Use Only:

Public Works Meeting Date: _____

Water Access ROW only; Parks &
Recreation Meeting Date: _____

City Council Public Hearing
Meeting Date: _____

- All applications must be accompanied by a signed Certificate of Survey (**Coordinate with city staff- Public Works, Parks & Recreation and City Attorney**)
- Fee \$1,000 for ROW Vacation Payable to "City of Crosslake"
- No decisions will be made on an applicant's request at the Commission meeting(s). Approval or denial of applications is determined by the City Council at a public meeting as per Minnesota Statute 462 and the Code of City Ordinances, City of Crosslake, Chapter 42, Article V.

For Office Use:

Application accepted by _____ Date _____

Date of Approval: _____ Denial: _____ by Public Works

Date of Approval: _____ Denial: _____ by Parks and Recreation

Date of Approval: _____ Denial: _____ by City Attorney

Date of Approval: _____ Denial: _____ by City Clerk

9. When the application and all accompanying plans have been completed, you can mail or deliver the information to the Crosslake Planning and Zoning Office, Crosslake City Hall, 13888 Daggett Bay Rd, Crosslake, MN 56442. The appropriate fee must accompany all applications. Please make check payable to "City of Crosslake".
10. If your vacation application is approved, you must still obtain all necessary permits before starting your project(s) if applicable.
11. The applicant is responsible for securing any other local, state or federal permits that may be required. If the application involves work in wetlands, additional permits and approvals will be required to comply with the Minnesota Wetland Conservation Act and U.S. Army Corps of Engineers regulations.
12. Public hearing per Chapter 42 - No decisions will be made on an applicant's request at the Commission meetings. Approval or denial of application is determined by the City Council.

The applicant or agent hereby makes application for a ROW Vacation agreeing to do all such work in accordance with all City of Crosslake Ordinances. Applicant or agent agrees that application, surveys and other attachments submitted herewith are true and accurate. Applicant or agent agrees, that in making application for a vacation, applicant grants permission to City of Crosslake, at reasonable times to enter applicant's premises to determine compliance of that application with any applicable county, state or federal ordinances or statutes. If any of the information provided by the applicant in his/her application is later found or determined by the City to be inaccurate, the City may revoke the vacation based upon the supply of inaccurate information.

I have fully read and fully understand the above instructions. I hereby swear that all information provided in this application is true and correct.

Signature of owner(s) *Carolyn C. Forney* Date 6/12/2023

Signature of authorized agent(s) _____ Date _____

B.
I.
C.

Reasons to vacate parcel:

Very Limited Public Use The Forney's have owned their property adjacent to the subject right-of-way since September 1990; the Evenson's have owned their property on the east side of the right-of-way for 4 1/2 years. In 32 + years of ownership — seasonal and, since 2001, full-time residents, the Forney's have only seen one person use the road right-of-way. That person was a young man who walked in from Whitefish Ave. to look at Lower Whitefish Lake from the bluff. The Forney's happened to be outside on their property and greeted the young man. In the ensuing conversation, the young man told the Forney's that he became aware of the many road right-of-ways on Manhattan Point that he could locate using his computer. He was simply seeing how many he could find. The Forney's told the young man that he was welcome to use the right-of-way. The young man walked to the top of the bluff overlooking Lower Whitefish, stood and looked for a few minutes and then left, thanking the Forney's as he walked back to Whitefish Ave. (Note: The 35 foot high bluff has no access to the shoreline which makes it very difficult to get down to the beach and then back up to the top of the bluff.) The Evenson's have seen no use of the right-of-way by the general public in their 4 1/2 years of frequent part-time use of their home.

There is only one home on the north side of Whitefish Avenue between Woodlane and Hilltop. That home was lived in year-round but is now being used seasonally as a rental property. The right-of-way simply is not convenient for visitors. The only home is now rented by a family that also owns riparian property on Lower Whitefish Lake with lake access and docks 200 feet to the west of the right-of-way so they have no need for access to the lake.

Loss of Significant Tax Revenue This is the only time the Forney's have been aware that the right-of-way has ever been used by the general public. This situation is an indication that the original and intended purpose of the right-of-ways is not being realized — The property is not being used by the general public. The City of Crosslake, Crow Wing County and the local school district are not benefitting annually from the potentially taxable land. The adjacent property owners believe the right-of-way property could be of value to them on a daily basis and are prepared to pay the requisite property taxes and maintain the property — and address the erosion issues on the property (see below).

Use of the Right-of-Way by Applicants The right-of-way has historically/traditionally been used by the applicant parties as a driveway access to their properties. Both properties have garages that are accessed via the right-of-way. This was the way the two adjacent properties were accessed by previous owners of the two applicant properties — the right-of-way has served as the driveway access for over 32 years.

Emergency Access to the Adjacent, Applicant Properties Evenson's and Forney's share the cost of snow removal from the right-of-way. Both parties keep the right-of-way open all winter. When the Forney and Evenson properties were used primarily on a seasonal basis, the right-of-way was plowed for general access but, most importantly, for access in case of a fire emergency since the homes were heated and used periodically in the winter. Additionally, the right-of-way is plowed in case of emergency — fire or medical emergency to provide access for First Responders and ambulance service.

Water Runoff and Erosion The right-of-way property has been significantly impacted by rain and meltwater runoff from Whitefish Ave. since the street was paved in the 1990's as part of the transfer of the street from Crow Wing County to the City of Crosslake. Prior to the transfer of the street, Whitefish Ave. was a gravel road. It was upgraded to a paved street when the City assumed responsibility from the County. The paving has directed more rain and melt water from Whitefish Ave. to the right-of-way and from there the natural elevation of the

property has directed the runoff to the bluff above the lake. With the steep incline of the bluff, the runoff has eroded the bluff and runoff has carried soil and debris into the lake.

In 2020, the Forney's and Evenson's requested permission from the Crosslake City Council to put down crushed granite on the right-of-way to help deal with the on-going erosion. Permission was granted and the two families purchased crushed granite and had it spread on the right-of-way. The Forney's and Evenson's also asked for and received permission to try to redirect some of the runoff into undeveloped portions of their properties to reduce the impact of the runoff on the bluff and the lake. These efforts have been reasonably effective. However, major storms and heavy rainfall the last two years show the erosion has continued in these situations. The residents would like to address this situation with more effective and impactful action to reduce erosion and runoff. If the property can be vacated, the neighbors would like to pursue more effective measures to remediate the bluff and protect the lake water quality.

Intention is to split the right-of-way in half between the adjacent properties. Since the two properties have shared the right-of-way expenses for snow removal, resurfacing and runoff management, the 20 foot right-of-way would be split equally with an easement agreement for use and maintenance of the access driveway thereby continuing the opportunity to access each of the properties.

CERTIFICATE OF SURVEY

PROPOSED PARCEL A

Lot 4, record plat of TWIN BEACH, and that part of Whitefish Avenue and Lafayette Beach per the record plat of MANHATTAN BEACH A REPLAT OF TWIN BEACH, Crow Wing County, Minnesota, lying Southerly and Westerly of the following described line: Beginning at the northeast corner of said Lot 4, from which the north line of said Lot 4 bears South 84 degrees 04 minutes 29 seconds West; thence North 82 degrees 34 minutes 03 seconds East 9.93 feet; thence South 00 degrees 34 minutes 27 seconds West 419 feet, more or less, to the shoreline of Whitefish Lake, and there terminating.

PROPOSED PARCEL B

Lot 11, Block 26, and that part of Whitefish Avenue and Lafayette Beach per the record plat of MANHATTAN BEACH A REPLAT OF TWIN BEACH, Crow Wing County, Minnesota, lying Southerly and Easterly of the following described line: Beginning at the northeast corner of Lot 4, record plat of TWIN BEACH, from which the north line of said Lot 4 bears South 84 degrees 04 minutes 29 seconds West; thence North 82 degrees 34 minutes 03 seconds East 9.93 feet; thence South 00 degrees 34 minutes 27 seconds West 419 feet, more or less, to the shoreline of Whitefish Lake, and there terminating.

PROPOSED LEGAL DESCRIPTION FOR ROAD VACATION

That part of Whitefish Avenue and Lafayette Beach per the record plat of MANHATTAN BEACH A REPLAT OF TWIN BEACH, Crow Wing County, Minnesota, lying Southerly of the following described line: Beginning at the northeast corner of Lot 4, record plat of TWIN BEACH, from which the north line of said Lot 4 bears South 84 degrees 04 minutes 29 seconds West; thence North 82 degrees 34 minutes 03 seconds East 50.32 feet to an iron monument on the north line of Lot 11, Block 26, said record plat of MANHATTAN BEACH A REPLAT OF TWIN BEACH, and there terminating.

LEGEND

- ⊙ POWER POLE
- FOUND MONUMENT
- ⊙ WELL
- ⊙ SEWER CLEANOUT

GENERAL NOTES

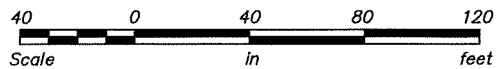
- No search for easements or restrictions, recorded or unrecorded, was made by the Surveyor.
- Bearings shown are based upon the Crow Wing County Coordinate System. Elevations shown hereon based on Crow Wing County Lidar information.
- The underground utilities shown have been located from field survey information. The surveyor makes no guarantees that the utilities shown comprise all such utilities in the area, either in service or abandoned.
- No wetlands were delineated as a part of this survey.

I hereby certify that this survey was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Paul Herkenhoff 6-8-23

Paul Herkenhoff, R.L.S.
License No. 45875

Date



REQUESTED BY:

FORNEY AND EVENSON

Lakes Area
SURVEYING LLC

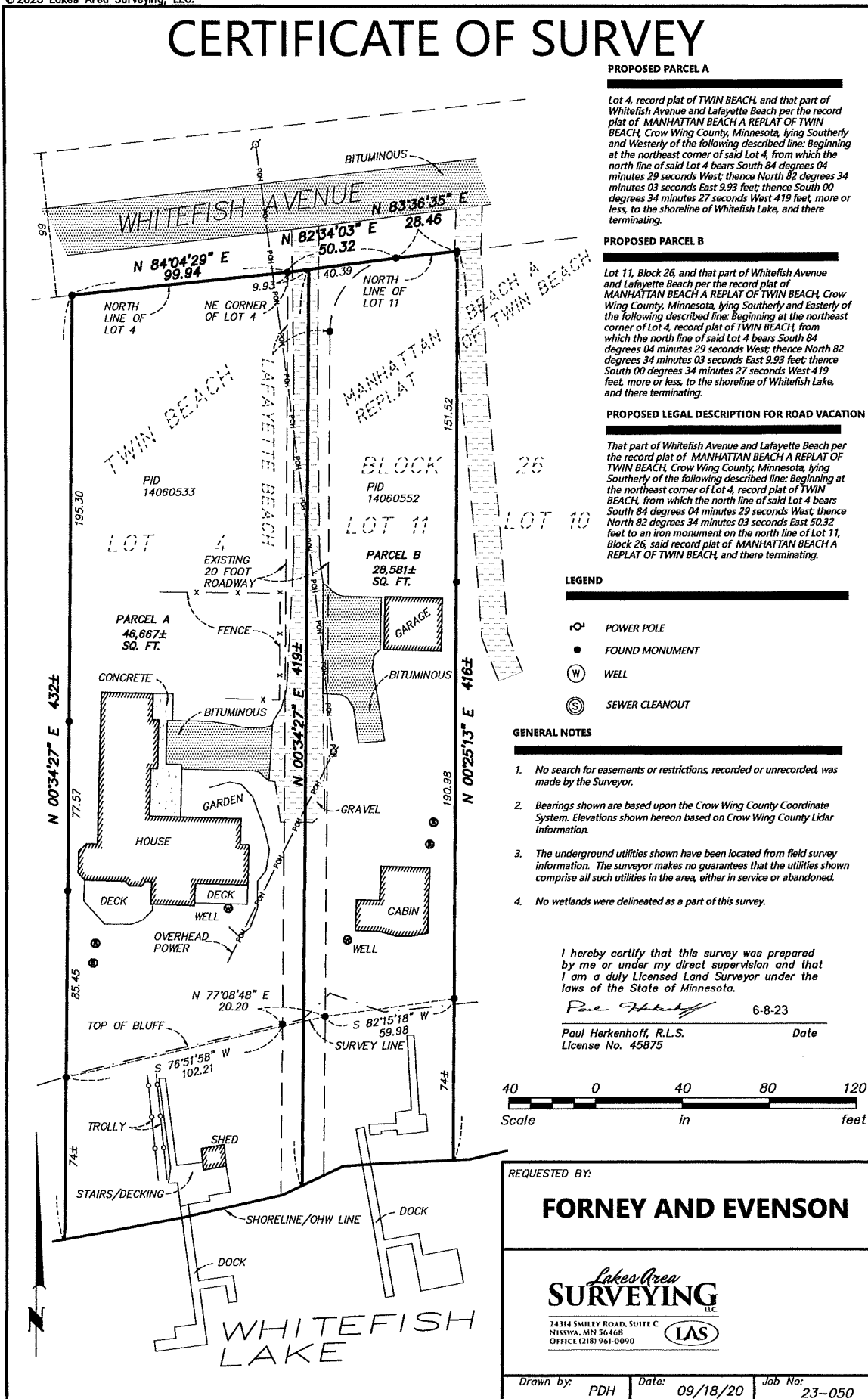
24314 SMILEY ROAD, SUITE C
NISSWA, MN 56468
OFFICE (218) 961-0090



Drawn by: PDH

Date: 09/18/20

Job No: 23-050



Whitefish Ave.
11797

Whitefish Ave.
11805



Lower Whitefish Lake

B.
i.
e.

August 7, 2023

Neighbors of Twin Beach and Manhattan Beach (a Replat of Twin Beach)

RE: Vacation

To Whom It May Concern:

I represent the City of Crosslake regarding the vacation of the platted 20' right-of-way of LaFayette Beach, in the plats of TWIN BEACH and MANHATTAN BEACH (A replat of TWIN BEACH).

I have enclosed a Certificate of Survey and plat for your reference. Also enclosed are the Notice of Public Hearing and proposed Resolution Vacating Property from the City of Crosslake.

The matter will be heard on the following dates and times:

Public Works Commission will meet on Monday, August 7, 2023, at 4:00 P.M. at Crosslake City Hall

Park and Recreation Commission will meet on Wednesday, July 26, 2023, at 2:00 P.M. at the Crosslake Community Center.

Public Hearing is scheduled for Monday, September 11, 2023, at 7:00 P.M. at Crosslake City Hall

Please feel free to contact me if you have any questions or concerns.

Yours truly,



J. Brad Person

brad@breenandperson.com

direct: 218-454-2155

Brainerd Office

JBP/sjne
Enclosures

B.
l.
f.

CITY OF CROSSLAKE
PUBLIC WORKS COMMISSION
MEETING ON TUESDAY, SEPTEMBER 5, 2023
4:00 P.M. – CITY HALL

MOTIONS MADE FOR COUNCIL CONSIDERATION:

A MOTION WAS MADE BY TOM SWENSON AND SECONDED BY GORDON WAGNER TO RECOMMEND THAT THE CITY COUNCIL DENY THE RIGHT-OF-WAY VACATION REQUEST FROM JOHN & CAROLYN FORNEY AND BRIAN & CHERYL EVENSON BETWEEN 11805 AND 11797 WHITEFISH AVE. MOTION CARRIED WITH ALL AYES.

A MOTION WAS MADE BY TOM SWENSON AND SECONDED BY BOB FREY TO RECOMMEND THAT THE CITY COUNCIL WORK WITH PROPERTY OWNERS OF 11805 AND 11797 WHITEFISH AVE TO CORRECT EROSION AND DRAINAGE ISSUES ON PUBLIC RIGHT-OF-WAY. MOTION CARRIED WITH ALL AYES.

B.
I.
g.

TO: City Council

FROM: TJ Graumann

DATE: September 6th, 2023

SUBJECT: Evenson ROW Vacation Application

The Parks, Recreation and Library Commission met on Wednesday, July 26th, and made the following motion regarding the Evenson ROW Vacation Application.

Motion to recommend to Council to approve the vacation of ROW #19 to the adjoining property owners with the owners responsible for an agreement with the county to share the driveway.

Ann/Kristin Favor: 3 Opposed: 1

B.
l.
h.

RESOLUTION VACATING PROPERTY

WHEREAS, due and proper published and posted and mailed notice of public hearing has been given by the City as required by law; and

WHEREAS, after a public hearing held on this date, the City Council finds that it is in the public interest to vacate the property as hereinafter described.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the City of Crosslake, Minnesota, as follows:

That certain property described as follows is hereby vacated:

That part of Whitefish Avenue and Lafayette Beach per the recorded plat of Manhattan Beach, a replat of Twin Beach, lying Southerly of the following described line: beginning at the northeast corner of Lot 4, Twin Beach, from which the north line of said Lot 4 bears South 84 degrees 04 minutes 29 seconds West; thence North 82 degrees 34 minutes 03 seconds East 50.32 feet to an iron monument on the north line of Lot 11, Block 26, Manhattan Beach, a replat of Twin Beach and there terminating.

Dated at Crosslake, Minnesota, this _____ 2023.

CITY OF CROSSLAKE, MINNESOTA

By _____
Its Mayor

ATTEST:

City Clerk

D
1.

**REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, AUGUST 14, 2023
7:00 P.M. – CITY HALL**

The Crosslake City Council held the Regular Council Meeting on Monday, August 14, 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, Fire Chief Chip Lohmiller, Police Chief Jake Maier, Zoning Administrator Peter Gansen, Public Works Director Patrick Wehner, City Attorney Brad Person and City Engineer Phil Martin. Echo Publishing Reporter Nancy Vogt and Northland Press Reporter Paul Boblett attended via Zoom. There were approximately twenty-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.

MOTION 08R-01-23 WAS MADE BY SANDY FARDER AND SECONDED BY AARON HERZOG TO APPROVE THE ADDITIONS TO THE AGENDA. MOTION CARRIED WITH ALL AYES.

Police Chief Jake Maier introduced Jennifer LeBlanc to the Council and reported that Ms. LeBlanc had been hired to fill the Police Administrative Assistant position. Dave Nevin stated that the police office would now be open 8-4:30 Monday – Friday. Jennifer LeBlanc stated that she is happy to live and now work in Crosslake.

B. PUBLIC HEARING

1. 7:00 P.M. – REQUEST TO RELOCATE ROAD RIGHT OF WAY FROM DAVID AND PAMELA WEBSTER AT 12253 WHITEFISH AVE

Joe Christensen, representative for David and Pamela Webster, reported that the Council reviewed the request to vacate this road right-of-way at its June meeting and that there was no support to do so. The applicants changed the request from vacate to relocate the existing right-of-way from its current location running through the center of the property, to the western side of the property. The new location is adjacent to an existing public right-of-way. Both the Park and Recreation/Library Commission and Public Works Commission were in favor of the vacation and relocation with the following conditions:

- 1) The relocated ROW will be made 20' wide on the north end at the public street and 30' wide on the south end at the lake shore so as to provide a bigger public viewing area at the top of the bluff;
- 2) The Websters will grant an additional 10' wide conservation easement adjoining the east side of the relocated ROW to provide a green buffer strip; and
- 3) The conservation easement will also include a stipulation that the 10' side yard setback be measured from the east side of the conservation strip.

There were no comments from the public.

MOTION 08R-02-23 WAS MADE BY SANDY FARDER AND SECONDED BY AARON HERZOG TO APPROVE RESOLUTION NO. 23-16 VACATING PROPERTY AND OBTAINING PROPERTY ON WESTERN SIDE OF PARCEL # 14060600 WITH THE CONDITIONS PROPOSED BY COMMISSIONS. MOTION CARRIED WITH ALL AYES.

C. PUBLIC FORUM – Pat Netko of the Crosslakers asked the Council to rescind the motion that was made last month to send out RFP’s for streetscape designs for CSAH 3/66 Intersection and Pedestrian Improvement Project. Ms. Netko stated that she has spoken to County Engineer Tim Bray and Project Engineer Phil Martin and understands the timing is not right for RFP’s. MOTION 08R-03-23 WAS MADE BY SANDY FARDER AND SECONDED BY MARCIA SEIBERT-VOLZ TO RESCIND MOTION 07R-02-23 MADE ON 7/10/2023 DIRECTING CITY ADMINISTRATOR TO SEND OUT RFP FOR STREETSCAPE DESIGNS FOR PROPOSED ROUNDABOUT AND SIDEWALK ON EAST SIDE OF COUNTY ROAD 66. MOTION CARRIED WITH ALL AYES.

D. CONSENT CALENDAR – Marcia Seibert-Volz requested that two invoices listed on #24. Bills for Approval be pulled from the Consent Calendar because they are duplicated in item #25. MOTION 08R-04-23 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY SANDY FARDER TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR WITH THE PROPOSED CHANGES:

1. Council Workshop Meeting Minutes of May 24, 2023
2. Special Council Meeting Minutes of July 6, 2023
3. Regular Council Meeting Minutes of July 10, 2023
4. Special Council Meeting Minutes of July 26, 2023
5. Emergency Council Meeting Minutes of August 2, 2023
6. Special Council Meeting Minutes of August 9, 2023
7. Unadjusted Draft: 07.31.2023 Month End Revenue Report
8. Unadjusted Draft: 07.31.2023 Month End Expenditures Report
9. Unadjusted Draft: 07.31.2023 Balance Sheet
10. Police Report for Crosslake – July 2023
11. Police Report for Mission Township – July 2023
12. Fire Department Report – July 2023
13. North Ambulance Run Report – July 2023
14. June and July Planning and Zoning Monthly Statistics
15. Planning and Zoning Commission Meeting Minutes of June 23, 2023
16. Public Works Commission Meeting Minutes of July 5, 2023
17. Crosslake Park, Recreation, and Library Commission Meeting Minutes of June 28, 2023
18. EDA Meeting Minutes of January 11, 2023
19. EDA Quarterly Meeting – Housing Discussion on April 5, 2023 Minutes
20. Waste Partners Recycling Reports for June 2023
21. LG240B Application to Conduct Excluded Bingo from Knights of Columbus
22. Application for 1 Day Temporary On-Sale Liquor License from Knights of Columbus for September 30, 2023
23. Approval of F.I.R.E. Invoices in the Amount of \$1,350.00
24. Bills for Approval in the Amount of \$214,807.91

25. Additional Bills for Approval for Pine River Overlook Park Pavilion in the Amount of \$6,000.00

26. Additional Bills for Approval in the Amount of \$17,435.39

MOTION CARRIED WITH ALL AYES.

E. MAYOR'S AND COUNCIL MEMBERS' REPORT

1. Alden Hardwick of the PAL Foundation announced that over \$34,000 has been raised for the Pine River Overlook Park. Mr. Hardwick thanked the community for their donations. Mr. Hardwick reported that Jerry Volz and Joel Knippel converted the old garage into an attractive pavilion/storage shed. Picnic tables, security cameras, vinyl floor covering and a paved parking lot will be added with the extra money that has been received.
2. A letter dated July 26, 2023 from Calvin and Shirley Wallin was included in the packet that commended two Crosslake firefighters for their assistance getting to and from the Jake Wallin funeral.
3. MOTION 08R-05-23 WAS MADE BY AARON HERZOG AND SECONDED BY SANDY FARDER TO APPROVE RESOLUTION NO. 23-17 ACCEPTING DONATIONS FROM PAL FOUNDATION IN THE AMOUNT OF \$14,819.60 FOR THE PINE RIVER OVERLOOK PARK, FROM PAL FOUNDATION IN THE AMOUNT OF \$242.50 FOR THE COMMUNITY ACTIVITY AREA, FROM PAL FOUNDATION IN THE AMOUNT OF \$695.00 FOR BENCHES, FROM PAL FOUNDATION IN THE AMOUNT OF \$89.90 FOR THE COMMUNITY GARDEN, FROM CROSSLAKE FIREFIGHTERS RELIEF ASSOCIATION IN THE AMOUNT OF \$4,718.00 FOR SAUNA, FROM JAN ALBRECHT IN THE AMOUNT OF \$47.96 FOR SUMMER READING PROGRAM, AND FROM ANONYMOUS IN THE AMOUNT OF \$30.00 FOR CART TOUR. MOTION CARRIED WITH ALL AYES.

Marcia Seibert-Volz asked where the sauna was going. Fire Captain Jory Danielson replied that the sauna was going in the locker room at the Fire Hall so that the firefighters could detoxify themselves after fighting fires.

4. Aaron Herzog reported that the Planning and Zoning Commission denied a Conditional Use Permit (CUP) for a pole barn at its last meeting because conditions of the applicants first CUP were not being met. The Commission had discussed the need for changing the ordinance so that there was more control on pole buildings. They also discussed possibly putting a moratorium on pole buildings until changes to the ordinance could be made. Planning and Zoning Commissioner Bill Schiltz addressed the Council and stated that the commission would like more control as to where pole buildings can be built and what they can look like. Mr. Schiltz stated that the ordinance should include architectural standards. A lengthy discussion ensued and the Council agreed with Mr. Schiltz. Zoning Coordinator Pete Gansen stated that the need for storage sheds is not going away. It was the consensus of the Council to direct the Planning and Zoning Commission to review pole building standards and architectural standards.

5. The Lake Foundation Board Member Mike O'Connell appeared before the Council to ask for support in seeking funding for a feasibility study to extend a bike trail. Mr. O'Connell explained that the Foundation, which leases its building to the Crosslake Community School, is a 501c3 and its mission is to use the profits from the lease aid to give back to the community to enrich the lives of the children in the lakes area. Mr. O'Connell stated that the Foundation plans to work with WSN to prepare a feasibility study. Mr. O'Connell stated that there would be no cost to the City. The proposed trail would start at the existing bike path at Perkins Road and County Road 103, head east to Happy Landing Road and twist through that neighborhood on East Shore Road to County Road 3, across from Water Front Services. On County Road 3 it would head north and stop at the bridge across from Riverside Inn. The proposed trail is approximately 1.7 miles and would connect South Bay Park to the Community Center. The Lake Foundation would also donate funds for annual maintenance of the trail. It was the consensus of the Council to support the Lake Foundation in obtaining a feasibility study for trail.
6. Aaron Herzog stated that he has reviewed invoices from both the previous and current labor attorneys and would like to see more detail on the invoices from the current attorney. Mr. Herzog stated that he spoke to Ms. Hansen regarding the matter and also suggested that the Council provide her with better direction. She agreed. MOTION 08R-06-23 WAS MADE BY JACKSON PURFEERST AND SECONDED BY SANDY FARDER TO NAME DAVE NEVIN AND AARON HERZOG AS OFFICIAL CONTACTS TO LABOR ATTORNEY. MOTION CARRIED 3-2 WITH SEIBERT-VOLZ AND NEVIN OPPOSED.
7. Aaron Herzog stated that Labor Attorney Hansen directed him to put this matter on the agenda. Mike Lyonais stated that the contract was approved by the City and Labor Union through mediation on June 7, 2023 and is only waiting for final signatures. Marcia Seibert-Volz and Dave Nevin stated that the contract was not included in the packet. City Attorney Brad Person stated that if the contract was previously approved by both parties, the contract did not need to be in the packet to be approved. MOTION 08R-07-23 WAS MADE BY JACKSON PURFEERST AND SECONDED BY MARCIA SEIBERT-VOLZ TO APPROVE LABOR CONTRACT WITH CITY ADMINISTRATOR MIKE LYONAI. MOTION CARRIED WITH ALL AYES.
8. Dave Nevin stated that he would like the Council to change the ordinance regarding parking standards. Mr. Nevin stated that the Planning and Zoning Commission recently had an application for an event center with a capacity of 160 people and only required 40 parking spaces. Mr. Nevin stated that more parking spaces should be required. Pete Gansen stated that parking is always a challenge and suggested that the Council have the Planning and Zoning Commission review the standards. MOTION 08R-08-23 WAS MADE BY DAVE NEVIN AND SECONDED BY JACKSON PURFEERST TO CHANGE PARKING STANDARDS IN LAND USE CHART FROM 4 PEOPLE PER VEHICLE TO 2 PEOPLE PER VEHICLE. MOTION FAILED WITH ALL NAYES.

MOTION 08-09-23 WAS MADE BY DAVE NEVIN AND SECONDED BY JACKSON PURFEERST TO DIRECT THE PLANNING AND ZONING COMMISSION TO

REVIEW THE PARKING STANDARDS IN THE LAND USE CHART AT THEIR WORKSHOP ON 9/7/2023 AND MAKE RECOMMENDATION TO CITY COUNCIL ON PROPOSED CHANGES. MOTION CARRIED WITH ALL AYES.

9. Jackson Purfeerst reported that Michelle Soldo of Soldo Consulting P.C. would present her findings to the Council next month regarding the Workplace Audit – Organizational Structure Assessment.

F. CITY ADMINISTRATOR'S REPORT

1. MOTION 08R-10-23 WAS MADE BY AARON HERZOG AND SECONDED BY SANDY FARDER TO SET THE FOLLOWING BUDGET MEETING SCHEDULE:
WEDNESDAY, AUGUST 23, 2023: 1:00 PM CITY HALL
WEDNESDAY, AUGUST 30, 2023: 9:00 AM CITY HALL
SET PRELIMINARY LEVY-SEPTEMBER 11, 2023: REGULAR MEETING 7:00 PM
WEDNESDAY, OCTOBER 18, 2023: 9:00 AM CITY HALL
WEDNESDAY, NOVEMBER 15, 2023: 9:00 AM CITY HALL
FINAL LEVY CERTIFICATION AND PUBLIC INPUT MEETING – DECEMBER 11, 2023: 6:00 PM
MOTION CARRIED WITH ALL AYES.
2. Mike Lyonais gave an update on the City's computer backup system and required changes coming for 2024. The city and police department will need a more secure domain and will no longer be able to use crosslake.net. A representative from Xtona will attend the next meeting to explain changes.

G. COMMISSION REPORTS

1. PUBLIC SAFETY

- a. MOTION 08R-11-23 WAS MADE BY AARON HERZOG AND SECONDED BY MARCIA SEIBERT-VOLZ TO ADOPT RESOLUTION NO. 23-18 APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE CITY OF CROSSLAKE ON BEHALF OF ITS CITY ATTORNEY AND POLICE DEPARTMENT. MOTION CARRIED WITH ALL AYES.
- b. Fire Chief Chip Lohmiller reported that approximately 50 snow stops from the roof of the Fire Hall were found in the yard after a wind storm last winter. Snow melted into the roof and leaked into training room. Hytec repaired as part of warranty. Staff is recommending that a second row of snow stops be added to the roof. MOTION 08R-12-23 WAS MADE BY AARON HERZOG AND SECONDED BY MARCIA SEIBERT-VOLZ TO APPROVE THE PROPOSAL FROM HYTEC CONSTRUCTION FOR ADDITIONAL SNOW STOPS ON CROSSLAKE FIRE HALL IN THE AMOUNT OF \$5,923. MOTION CARRIED WITH ALL AYES.

Chief Lohmiller reported that the front door at the Fire Hall does not always lock and continual adjustments have not fixed the problem. A new fan is needed in the

apparatus bay. He will bring quotes to the next meeting. Chief Lohmiller thanked everyone that attended the Fire Department's Open House.

2. PLANNING AND ZONING

- a. MOTION 08R-13-23 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY JACKSON PURFEERST TO APPROVE ORDINANCE NO. 384 AMENDING CHAPTER 42, ARTICLE VI ROAD NAMES: NAMING AN UNNAMED ROAD AS BIZAAN ROAD AND ADDING THE ROAD NAME TO THE MASTER ROAD NAME INDEX, AND APPROVING THE PUBLICATION OF THE ORDINANCE IN SUMMARY FORM IN THE OFFICIAL NEWSPAPERS. MOTION CARRIED WITH ALL AYES.

3. PARK AND RECREATION/LIBRARY

- a. MOTION 08R-14-23 WAS MADE BY JACKSON PURFEERST AND SECONDED BY MARCIA SEIBERT-VOLZ TO ACCEPT CASH IN THE AMOUNT OF \$1,500 IN LIEU OF LAND FOR LOT SPLIT AT 38738 COUNTY ROAD 3. MOTION CARRIED WITH ALL AYES.
- b. TJ Graumann gave updates on the Dog Days of Summer Pickleball Tournament, Pickleball League, Fun in the Park Children's Program, Youth Tennis Lessons, Adult Tennis Mixer, Playground Usage, Cornhole Boards/Shuffleboard Courts, and July User Totals.

Jackson Purfeerst asked if there was an update on South Bay Park. Mr. Graumann stated that he has heard from the archeologist and will have a report at the next meeting.

4. PUBLIC WORKS/SEWER/CEMETERY

- a. MOTION 08R-15-23 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY SANDY FARDER TO DIRECT STAFF TO REMOVE THE "PRIVATE ROAD" SIGN ON NEWLY LOCATED PUBLIC RIGHT OF WAY. MOTION CARRIED WITH ALL AYES.

MOTION 08R-16-23 WAS MADE BY JACKSON PURFEERST AND SECONDED BY SANDY FARDER TO DIRECT STAFF TO ORDER A 2024 1-TON CREW CAB, WITH OPTION TO CANCEL AT ANY TIME. MOTION CARRIED 4-1 WITH SEIBERT-VOLZ OPPOSED.

MOTION 08R-17-23 WAS MADE BY SANDY FARDER AND SECONDED BY JACKSON PURFEERST TO APPROVE THE ESTIMATE FROM ANDERSON BROTHERS IN THE AMOUNT OF \$11,024.88 TO REPAIR THE FENCING ON THE BIKE/WALKING TRAIL ON WEST SHORE DRIVE. MOTION CARRIED WITH ALL AYES.

MOTION 08R-18-23 WAS MADE BY AARON HERZOG AND SECONDED BY JACKSON PURFEERST TO APPROVE THE STARTING SALARY FOR MAINTENANCE TECHNICIAN AT \$18.45 PER HOUR AND TO PLACE

POSITION AT SAME LEVEL AS PARK MAINTENACE POSITION ON UNION
WAGE SCALE. MOTION CARRIED WITH ALL AYES.

MOTION 08R-19-23 WAS MADE BY JACKSON PURFEERST AND SECONDED
BY AARON HERZOG TO APPROVE ESTIMATE FROM ANDERSON
BROTHERS IN THE AMOUNT OF \$3,700 TO COMPLETE ROAD AT END OF
RIVERWOOD TRAIL TO PINE RIVER OVERLOOK PARK. MOTION CARRIED
WITH ALL AYES.

H. PUBLIC FORUM – None.

I. CITY ATTORNEY REPORT – None.

J. OLD BUSINESS – Marcia Seibert-Volz asked if the side by side had been sold. TJ Graumann replied that bids are being accepted until August 31. Ms. Seibert-Volz asked if the water truck had been sold. Pat Wehner replied that once the new water trailer was ready to go, the old one would be up for sale. Ms. Seibert-Volz asked the status of the Public Works Joint Facility contract. Mike Lyonais replied that the County has given him a high-level number to put in the 2024 Budget. Tim Bray replied that the County Attorney is working on the contract.

K. NEW BUSINESS – Marcia Seibert-Volz stated that the League of MN Cities opened its Salary Survey and the deadline to submit information was approaching. Ms. Seibert-Volz asked if staff would meet the deadline. Mike Lyonais replied that he has already started entering information.

L. ADJOURN – MOTION 08R-20-23 WAS MADE BY JACKSON PURFEERST AND
SECONDED BY SANDY FARDER TO ADJOURN THE MEETING AT 8:47 P.M.
MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,

Charlene Nelson
City Clerk

D. 2.

SPECIAL COUNCIL MEETING
CITY OF CROSSLAKE
WEDNESDAY, AUGUST 23, 2023
10:30 A.M. – CITY HALL

The Council for the City of Crosslake met in a Special Session on Wednesday, August 23, 2023. The following Council Members were present: Mayor Dave Nevin, Aaron Herzog, Jackson Purfeerst, Marcia Seibert-Volz, and Sandy Farder. City Labor Attorney Susan Hansen attended via Zoom.

Dave Nevin called the meeting to order at 10:30 A.M. MOTION 08SP3-01-23 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY AARON HERZOG TO CLOSE THE SPECIAL MEETING FOR THE PURPOSE OF DISCUSSING LABOR NEGOTIATIONS PURSUANT TO MN STATE STATUTE 13D.03. MOTION CARRIED WITH ALL AYES.

The Mayor opened the Special Meeting at 11:55 A.M. MOTION 08SP3-02-23 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY SANDY FARDER TO ADJOURN THE MEETING AT 11:55 A.M. MOTION CARRIED WITH ALL AYES.

Respectfully Submitted,

Charlene Nelson
City Clerk

D.3.

BUDGET WORKSHOP
CITY OF CROSSLAKE
WEDNESDAY, AUGUST 23, 2023
1:00 P.M. – CITY HALL

The Council for the City of Crosslake held a Budget Workshop on August 23, 2023. The following Council Members were present: Mayor Dave Nevin, Sandy Farder, Marcia Seibert-Volz, Aaron Herzog, and Jackson Purfeerst. Also present were City Administrator/Treasurer Mike Lyonais, City Clerk Char Nelson, Fire Chief Chip Lohmiller, Park Director TJ Graumann, Police Chief Jake Maier, and Public Works Director Patrick Wehner. There was one person in the audience.

Mayor Nevin called the meeting to order at 1:00 P.M.

Mike Lyonais reported that he provided copies of Tom Swenson's and Aaron Herzog's questions regarding the budget. Mr. Lyonais responses to those questions were provided to the Council as well. Mr. Lyonais stated that Tom Swenson agreed in theory to keep the same levy amount as last year, but to reallocate some of the funds so that there is more money for road maintenance. Marcia Seibert-Volz asked when the Public Works Commission would have a recommendation on which roads need to be repaired and the estimated cost. Mike Lyonais stated that they have not finalized their recommendation but the rough estimate is about \$1,000,000. A lengthy discussion ensued regarding assessments, bonding, and alternative ways to pay for maintenance. Dave Nevin suggested having a joint meeting with the Public Works Commission.

Mike Lyonais reviewed the 2024 Draft Proposed Budget Summary and noted that the General Fund and Operating Fund are the only funds where the levy can be changed. Mr. Lyonais stated that Capital Outlay is the most expensive category. The draft budget includes \$750,000 for the City's share of the CSAH 3/66 Intersection/Pedestrian Improvement Project. Also included is Public Safety Aid of \$107,910 and Road Aid to Small Cities of \$99,409. Mr. Lyonais stated that his goal for the next budget meeting is for the Council to approve a dollar amount for the Preliminary Levy and to finalize the details by December.

Marcia Seibert-Volz stated that she would like the squad cars to be replaced on a six-year rotation rather than five-year rotation, which requires two squads to be purchased every five years. Ms. Seibert-Volz noted that the Police Equipment Fund has a balance of over \$200,000. Mike Lyonais stated that this balance includes insurance proceeds from a squad that was recently totaled. Chief Maier noted that the 2023 squad was due in March and still has not been delivered. 08SP4-01-23 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY DAVE NEVIN TO ROTATE REPLACEMENT OF SQUADS EVERY SIX YEARS. Chief Maier stated that squads have a tough life and have about 25,000 miles put on per year. After 5 years, squads start needing a lot of repairs. MOTION FAILED WITH PURFEERST, FARDER AND HERZOG OPPOSED.

Council and staff reviewed other capital expenditures and revenues. MOTION 08SP4-02-23 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY DAVE NEVIN TO CHANGE TO THE PRELIMINARY 2024 BUDGET DRAFT INTEREST EARNINGS FROM \$175,000 TO \$225,000. MOTION CARRIED 4-1 WITH HERZOG OPPOSED.

A discussion ensued regarding the Public Safety Aid of \$107,910 that the City will receive in December and the needs of Police and Fire. Staff listed equipment that could be purchased with this aid, including EMS Command vehicle, radios, and tasers.

Marcia Seibert-Volz stated that labor unions will begin negotiations for new contracts in 2024. MOTION 08SP4-03-23 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY SANDY FARDER TO INCREASE THE PRELIMINARY 2024 BUDGET DRAFT LEGAL FEES (LABOR) FROM \$10,000 TO \$25,000. MOTION CARRIED WITH ALL AYES.

MOTION 08SP4-04-23 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY DAVE NEVIN TO DIRECT STAFF TO INCLUDE BUDGET NUMBERS IN THE PRELIMINARY 2024 BUDGET DRAFT FOR PUBLIC WORKS SNOW REMOVAL, PUBLIC WORKS TRAILS, PARK AND REC SNOW REMOVAL, AND PARK AND REC TRAILS. MOTION CARRIED WITH ALL AYES.

Chip Lohmiller suggested that the Council create a fire truck fund and a building maintenance fund and assign money to those accounts every year.

There being no further business, MOTION 08SP4-05-23 WAS MADE BY DAVE NEVIN AND SECONDED BY MARCIA SEIBERT-VOLZ TO ADJOURN THE MEETING. MOTION CARRIED WITH ALL AYES.

Respectfully Submitted,

Charlene Nelson
City Clerk

BUDGET WORKSHOP
CITY OF CROSSLAKE
WEDNESDAY, AUGUST 30, 2023
9:00 A.M. – CITY HALL

The Council for the City of Crosslake held a Budget Workshop on August 30, 2023. The following Council Members were present: Mayor Dave Nevin, Sandy Farder, Marcia Seibert-Volz, Aaron Herzog, and Jackson Purfeerst. Also present were City Administrator/Treasurer Mike Lyonais, City Clerk Char Nelson, Fire Chief Chip Lohmiller, Park Director TJ Graumann, Police Chief Jake Maier, and Public Works Director Patrick Wehner. There was one person in the audience.

Mayor Nevin called the meeting to order at 9:00 A.M. Marcia Seibert-Volz stated that items 5 and 6 on the agenda should be removed because they were not properly noticed according to the Open Meeting Law.

Public Works Director Pat Wehner presented his requests for capital purchases for 2024. The Council agreed to add a snow pusher in the amount of \$12,230 and a shouldering machine in the amount of \$37,500 to the 2024 Budget. Mr. Wehner stated that the snow pusher attaches to the loader and will be used to clean the roads in Town Square. Mr. Wehner presented a quote in the amount of \$77,246 for a Ditch Witch HX30 which cleans and jets ponds and sewer lines. There are grants available to help cover the cost. Dave Nevin stated that staff does not have time to take on more work and that the City should continue contracting for these services. It was the consensus of the Council to not include the Ditch Witch in the 2024 Budget. Aaron Herzog stated that the Council should start setting money aside each year for large equipment purchases. Tom Swenson of 35533 Sand Pointe Drive stated that the City should not have taken over the maintenance of the roads in Town Square and that staff should get an easement from Town Square for the storage of snow.

Mike Lyonais provided information from the 2022 Financial Statements regarding general long-term debt balances for Council information.

Marcia Seibert-Volz asked a question about funds levied in 2023 for the Fire Department Command Vehicle. A discussion ensued regarding Fire Department expenditures to date. MOTION 08SP5-01-23 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY JACKSON PURFEERST TO DIRECT STAFF TO PUT \$25,000 FROM FIRE DEPARTMENT 2023 BUDGET IN RESERVE ACCOUNT AND TO REDUCE FIRE DEPARTMENT 2024 BUDGET FOR COMMAND VEHICLE TO \$30,000. MOTION CARRIED WITH ALL AYES.

Chip Lohmiller presented an updated quote of \$87,827.68 for radios to be purchased in 2024 and reported that he will receive a grant of \$5,000 from the DNR towards the purchase of them. MOTION 08SP5-02-23 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY SANDY FARDER TO DESIGNATE THE \$107,910 OF PUBLIC SAFETY AID FOR PURCHASES OF TASERS AND RADIOS. MOTION CARRIED WITH ALL AYES.

It was the consensus of the Council to support the requests of \$3,500 from the Chamber of Commerce and \$1,650 from the Initiative Foundation for 2024.

A lengthy discussion ensued regarding 2024 road improvements. Phil Martin, Pat Wehner, Tom Swenson, and Mike Lyonais met on 8/28/23 and discussed road priorities, costs, and payment options for 2024. The Public Works Commission will review the information at their meeting on 9/5/23 and make a recommendation to the Council. Tom Swenson stated that they discussed creating a 5-Year Road Improvement Plan that would include approximately \$1,000,000 in projects each year. Mike Lyonais explained State Statutes 429 and 475 for bonding and assessing projects. Marcia Seibert-Volz noted that there is \$123,000 in Bridge Maintenance reserve account. Mr. Lyonais stated that Milinda Shores Bridge is in need of repairs including new abutments and guardrails at an estimated cost of \$130,000. Mr. Lyonais noted that the funds in the reserve account were derived from the assessments paid on Sunrise Island Bridge and Dream Island Bridge and were intended to be used for future repairs to those bridges. MOTION 08SP5-03-23 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY JACKSON PURFEERST TO USE \$100,000 FROM BRIDGE MAINTENANCE RESERVES TO PAY FOR MILINDA SHORES BRIDGE REPAIRS. MOTION CARRIED 4-1 WITH HERZOG OPPOSED. Aaron Herzog stated that the funds should be left in the account for emergencies.

TJ Graumann gave an update on the Park's 2024 Budget. Mr. Graumann reported that he is obtaining quotes for 2-HVAC units and would like to replace those in 2023 using Parks General Capital Expense Reserve Funds. Mr. Graumann is also getting quotes for installation of insulation in roof of Community Center to be done in 2023, rather than 2024, to avoid additional ice dams and roof damage. Mr. Graumann reported that the current lawn mower should last one more season and could be replaced in 2025. These changes would decrease the Park Department 2024 Budget by \$39,000. Mr. Graumann asked that the Council consider adding \$3,000 in the 2024 Budget for signage for marking of public rights-of-ways and \$2,000 for Summer Youth Coordinator position.

The Council had a lengthy discussion regarding whether to keep the levy amount the same as last year or whether to keep the tax rate the same as last year. Marcia Seibert-Volz was in favor of keeping the levy amount the same. Approximately \$524,844 could be generated if the same tax rate of 20.88% was used for 2024. Council discussed compromising between the two ideas. MOTION 08SP5-04-23 WAS MADE BY AARON HERZOG AND SECONDED BY SANDY FARDER TO DIRECT STAFF TO CHANGE THE TAX RATE TO 19.86% FOR THE PROPOSED 2024 PRELIMINARY LEVY. MOTION CARRIED 4-1 WITH SEIBERT-VOLZ OPPOSED.

There being no further business at 11:20 A.M., MOTION 08SP5-05-23 WAS MADE BY JACKSON PURFEERST AND SECONDED BY MARCIA SEIBERT-VOLZ TO ADJOURN THE MEETING. MOTION CARRIED WITH ALL AYES.

Respectfully Submitted,

Charlene Nelson
City Clerk

UNADJUSTED DRAFT: 08.31.2023 MONTH-END REVENUES

City of Crosslake

09/07/23 2:05 PM

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Month-End Revenue

Current Period: AUGUST 2023

SRC	SRC Descr	2023 Budget	AUGUST 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	\$2,054,538.87	\$1,480,701.13	58.12%
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	\$0.00	\$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	\$8,875.52	-\$6,375.52	355.02%
31900	Penalties and Interest DelTax	\$800.00	\$0.00	\$978.10	-\$178.10	122.26%
32110	Alcoholic Beverages	\$16,800.00	\$0.00	\$18,885.00	-\$2,085.00	112.41%
32111	Club Liquor License	\$500.00	\$0.00	\$500.00	\$0.00	100.00%
32112	Beer and Wine License	\$100.00	\$0.00	\$175.00	-\$75.00	175.00%
32180	Other Licenses/Permits	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
33400	State Grants and Aids	\$0.00	\$0.00	\$30,957.18	-\$30,957.18	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	\$1,000.00	\$43,000.00	2.27%
33419	Fire Training Reimbursement	\$10,000.00	\$11,684.50	\$25,414.75	-\$15,414.75	254.15%
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	\$26,830.00	-\$26,830.00	0.00%
33650	Recycling Grant	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34000	Charges for Services	\$500.00	\$61.50	\$168.25	\$331.75	33.65%
34010	Sale of Maps and Publications	\$100.00	\$0.00	\$20.00	\$80.00	20.00%
34050	Candidate Filing Fees	\$20.00	\$0.00	\$0.00	\$20.00	0.00%
34103	Zoning Permits	\$55,000.00	\$17,300.00	\$63,550.00	-\$8,550.00	115.55%
34104	Plat Check Fee/Subdivision Fee	\$12,000.00	\$0.00	\$7,275.00	\$4,725.00	60.63%
34105	Variances and CUPS/IUPS	\$10,000.00	\$1,000.00	\$7,500.00	\$2,500.00	75.00%
34106	Sign Permits	\$500.00	\$0.00	\$250.00	\$250.00	50.00%
34107	Assessment Search Fees	\$2,000.00	\$255.00	\$1,380.00	\$620.00	69.00%
34108	Zoning Misc/Penalties	\$1,500.00	\$100.00	\$2,050.00	-\$550.00	136.67%
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	\$3,400.00	\$18,395.00	-\$5,395.00	141.50%
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	\$94.36	\$12,042.36	-\$11,842.36	6021.18%
34202	Fire Protection and Calls	\$38,000.00	\$0.00	\$49,692.13	-\$11,692.13	130.77%
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	\$0.00	\$54,934.75	\$11,268.25	82.98%
34211	Police Donations	\$0.00	\$0.00	\$5,100.00	-\$5,100.00	0.00%
34213	Police Receipts	\$5,000.00	\$865.50	\$965.50	\$4,034.50	19.31%
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	\$400.00	\$2,500.00	-\$1,500.00	250.00%
34700	Park & Rec Donation	\$300.00	\$25.00	\$153.00	\$147.00	51.00%

UNADJUSTED DRAFT: 08.31.2023 MONTH-END REVENUES

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Month-End Revenue

Current Period: AUGUST 2023

SRC	SRC Descr	2023 Budget	AUGUST 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	\$122.00	\$548.00	-\$348.00	274.00%
34740	Park Concessions	\$500.00	\$0.00	\$2.00	\$498.00	0.40%
34741	Gen Gov t Concessions	\$100.00	\$0.00	\$48.20	\$51.80	48.20%
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	\$1,435.00	\$2,681.00	\$1,319.00	67.03%
34751	Shelter/Beer/Wine Fees	\$300.00	\$0.00	\$150.00	\$150.00	50.00%
34760	Library Cards	\$500.00	\$170.00	\$890.00	-\$390.00	178.00%
34761	Library Donations	\$500.00	\$47.96	\$59.96	\$440.04	11.99%
34762	Library Copies	\$300.00	\$46.50	\$215.83	\$84.17	71.94%
34763	Library Events	\$5,000.00	\$1,630.27	\$4,331.12	\$668.88	86.62%
34764	Library Miscellaneous	\$50.00	\$5.50	\$17.50	\$32.50	35.00%
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	\$7,177.57	\$26,451.80	-\$23,451.80	881.73%
34770	Silver Sneakers	\$15,000.00	\$2,056.50	\$15,200.50	-\$200.50	101.34%
34790	Park Dedication Fees	\$4,500.00	\$1,500.00	\$25,500.00	-\$21,000.00	566.67%
34800	Tennis Fees	\$1,500.00	\$29.00	\$2,116.00	-\$616.00	141.07%
34801	Recreational-Program	\$3,000.00	\$0.00	\$475.00	\$2,525.00	15.83%
34802	Softball/Baseball Fees	\$1,000.00	\$0.00	\$525.00	\$475.00	52.50%
34803	Recreation-Misc. Receipts	\$1,000.00	\$3.00	\$2,617.00	-\$1,617.00	261.70%
34805	Aerobics Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34806	Weight Room Fees	\$30,000.00	\$4,062.00	\$25,527.00	\$4,473.00	85.09%
34807	Volleyball Fees	\$750.00	\$0.00	\$104.00	\$646.00	13.87%
34808	Silver and Fit	\$1,000.00	\$21.00	\$45.00	\$955.00	4.50%
34809	Soccer Fees	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
34810	Pickle Ball	\$15,000.00	\$2,955.00	\$17,947.00	-\$2,947.00	119.65%
34910	Transit Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34940	Cemetery Lots	\$5,000.00	\$1,000.00	\$3,750.00	\$1,250.00	75.00%
34941	Cemetery Openings	\$3,500.00	\$300.00	\$4,500.00	-\$1,000.00	128.57%
34942	Cemetery Other	\$450.00	\$50.00	\$500.00	-\$50.00	111.11%
34950	Public Works Revenue	\$3,000.00	\$0.00	\$1,300.00	\$1,700.00	43.33%
34952	County Joint Facility Payments	\$35,000.00	\$0.00	\$22,605.49	\$12,394.51	64.59%
34953	Recycling Revenues	\$500.00	\$24.00	\$139.37	\$360.63	27.87%
35100	Court Fines	\$10,000.00	\$2,251.46	\$16,999.25	-\$6,999.25	169.99%
35103	Library Fines	\$600.00	\$0.00	\$109.00	\$491.00	18.17%
35105	Restitution Receipts	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
36200	Miscellaneous Revenues	\$6,000.00	\$1,007.35	\$7,240.35	-\$1,240.35	120.67%
36201	Misc Reimbursements	\$0.00	\$0.00	\$1,193.54	-\$1,193.54	0.00%
36202	LIBRARY GRANTS	\$5,000.00	\$0.00	\$5,000.00	\$0.00	100.00%
36210	Interest Earnings	\$18,000.00	\$45,975.13	\$284,485.96	-\$266,485.96	1580.48%
36230	Contributions and Donations	\$0.00	\$0.00	\$100.00	-\$100.00	0.00%
36254	Sp Assess Prin-Bridges	\$3,628.00	\$0.00	\$113.37	\$3,514.63	3.12%
36255	Sp Assess Int-Bridges	\$145.00	\$0.00	\$10.47	\$134.53	7.22%
36256	Sp Assess P - Other	\$3,673.00	\$0.00	\$1,836.47	\$1,836.53	50.00%
36257	Sp Assess I - Other	\$1,763.00	\$0.00	\$881.95	\$881.05	50.03%
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: 08.31.2023 MONTH-END REVENUES

City of Crosslake

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Month-End Revenue

Current Period: AUGUST 2023

SRC	SRC Descr	2023 Budget	AUGUST 2023 Amt	2023 YTD Amt	2023 YTD Balance	2023 % of Budget
39101	Sales of General Fixed Assets	\$139,000.00	\$0.00	\$26,000.00	\$113,000.00	18.71%
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	\$107,055.10	\$3,009,116.93	\$1,304,691.07	69.76%
FUND 301 DEBT SERVICE FUND						
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	\$8.59	-\$8.59	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	\$59,372.63	\$42,652.37	58.19%
31317	2019A City Hall/Police	\$308,680.00	\$0.00	\$179,415.90	\$129,264.10	58.12%
31318	2021 GO Equip Cert Series 2021	\$141,645.00	\$0.00	\$82,243.39	\$59,401.61	58.06%
31319	2022A Fire Truck	\$125,768.00	\$0.00	\$72,273.99	\$53,494.01	57.47%
31320	2022A Road Projects	\$40,999.00	\$0.00	\$23,559.15	\$17,439.85	57.46%
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%
36121	Sp Assess Prin 2022 Roads	\$10,288.00	\$0.00	\$9,468.69	\$819.31	92.04%
36122	Sp Assess Int 2022 Roads	\$13,046.00	\$0.00	\$7,021.23	\$6,024.77	53.82%
36123	Sp Assess Prin Daggett Bay Rd	\$1,360.00	\$0.00	\$489.91	\$870.09	36.02%
36124	Sp Assess Int Daggett Bay Rd	\$430.00	\$0.00	\$154.78	\$275.22	36.00%
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%
39200	Operating Transfers	\$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%
FUND 301 DEBT SERVICE FUND		\$744,241.00	\$0.00	\$434,008.26	\$310,232.74	58.32%
FUND 405 TAX INCREMENT FINANCE PROJECTS						
31056	Tax Increment 1-9 C&J Develop	\$13,000.00	\$0.00	\$6,150.66	\$6,849.34	47.31%
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	\$6,150.66	\$6,849.34	47.31%
FUND 502 ECONOMIC DEVELOPMENT FUND						
31000	General Property Taxes	\$18,100.00	\$0.00	\$10,497.91	\$7,602.09	58.00%
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%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 502 ECONOMIC DEVELOPMENT FUND		\$18,100.00	\$0.00	\$10,497.91	\$7,602.09	58.00%
FUND 601 SEWER OPERATING FUND						
31000	General Property Taxes	\$87,050.00	\$0.00	\$50,043.38	\$37,006.62	57.49%
33423	Insurance Claim Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34410	Unallocated Reserves	\$0.00	-\$530.50	\$829.09	-\$829.09	0.00%
36104	Penalty & Interest	\$1,500.00	\$284.91	\$1,372.53	\$127.47	91.50%

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City of Crosslake

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Month-End Revenue

Current Period: AUGUST 2023

SRC	SRC Descr	2023 Budget	AUGUST 2023 Amt	2023 YTD Amt	2023 YTD Balance	2023 % of Budget
36200	Miscellaneous Revenues	\$1,500.00	\$572.70	\$572.70	\$927.30	38.18%
36201	Misc Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
37200	User Fee	\$350,000.00	\$36,770.14	\$249,522.96	\$100,477.04	71.29%
37250	Sewer Connection Payments	\$21,000.00	\$9,200.00	\$40,400.00	-\$19,400.00	192.38%
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	\$46,297.25	\$342,740.66	\$118,309.34	74.34%
FUND 651 SEWER RESTRICTED SINKING FUND						
31306	2003 Disposal System Levy	\$222,100.00	\$0.00	\$129,993.66	\$92,106.34	58.53%
31312	2017 GO Sewer Rev Imp Bonds	\$118,713.00	\$0.00	\$69,048.05	\$49,664.95	58.16%
31321	2022A Sewer Bonds	\$135,139.00	\$0.00	\$77,731.18	\$57,407.82	57.52%
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	\$276,772.89	\$201,179.11	57.91%
		\$6,028,151.00	\$153,352.35	\$4,079,287.31	\$1,948,863.69	67.67%

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City of Crosslake

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Month End Expenditures

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Current Period: AUGUST 2023

OBJ	OBJ Descr	2023 Budget	AUGUST 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	\$2,550.00	\$20,474.75	\$9,525.25	68.25%
122	FICA	\$2,295.00	\$195.10	\$1,567.66	\$727.34	68.31%
151	Workers Comp Insurance	\$77.00	\$0.00	\$73.00	\$4.00	94.81%
208	Instruction Fees	\$1,500.00	\$0.00	\$280.00	\$1,220.00	18.67%
321	Communications-Cellular	\$1,376.00	\$114.69	\$802.83	\$573.17	58.35%
331	Travel Expenses	\$1,500.00	\$909.60	\$909.60	\$590.40	60.64%
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	\$18.25	\$687.75	2.58%
433	Dues/Contracts/Subscriptions	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
DEPT 41110 Council		\$37,704.00	\$3,769.39	\$24,126.09	\$13,577.91	63.99%
DEPT 41400 Administration						
100	Wages and Salaries Dept Head	\$108,160.00	\$25,495.52	\$84,118.82	\$24,041.18	77.77%
101	Assistant	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
102	Administrative Assistant	\$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	\$10,212.85	\$61,955.04	\$26,154.96	70.32%
121	PERA	\$14,720.00	\$2,544.85	\$10,778.20	\$3,941.80	73.22%
122	FICA	\$15,015.00	\$2,299.36	\$9,690.50	\$5,324.50	64.54%
131	Employer Paid Health	\$33,478.00	\$2,789.85	\$22,318.80	\$11,159.20	66.67%
132	Employer Paid Disability	\$1,517.00	\$143.86	\$1,150.88	\$366.12	75.87%
133	Employer Paid Dental	\$2,064.00	\$103.00	\$800.96	\$1,263.04	38.81%
134	Employer Paid Life	\$134.00	\$10.40	\$83.20	\$50.80	62.09%
136	Deferred Compensation	\$0.00	\$75.00	\$450.00	-\$450.00	0.00%
151	Workers Comp Insurance	\$1,207.00	\$0.00	\$1,443.00	-\$236.00	119.55%
152	Health Savings Account Contrib	\$9,000.00	\$0.00	\$6,750.00	\$2,250.00	75.00%
200	Office Supplies	\$2,000.00	\$85.68	\$1,867.48	\$132.52	93.37%
208	Instruction Fees	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
210	Operating Supplies	\$1,000.00	\$10.00	\$227.00	\$773.00	22.70%
220	Repair/Maint Supply - Equip	\$3,834.00	\$418.33	\$2,867.47	\$966.53	74.79%
301	Auditing and Acct g Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$3,000.00	\$207.95	\$1,514.41	\$1,485.59	50.48%
322	Postage	\$750.00	\$187.49	\$514.96	\$235.04	68.66%
331	Travel Expenses	\$1,000.00	\$0.00	\$18.00	\$982.00	1.80%
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	\$228.80	\$521.20	30.51%
413	Office Equipment Rental/Repair	\$750.00	\$0.00	\$0.00	\$750.00	0.00%
430	Miscellaneous	\$500.00	\$0.00	\$110.88	\$389.12	22.18%
433	Dues/Contracts/Subscriptions	\$1,200.00	\$555.00	\$960.00	\$240.00	80.00%
443	Sales Tax	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
500	Capital Outlay -	\$5,163.00	\$452.88	\$4,400.88	\$762.12	85.24%
600	Principal	\$970.00	\$79.40	\$631.51	\$338.49	65.10%
610	Interest	\$20.00	\$3.10	\$28.49	-\$8.49	142.45%
DEPT 41400 Administration		\$296,442.00	\$45,674.52	\$212,909.28	\$83,532.72	71.82%
DEPT 41410 Elections						
107	Services	\$0.00	\$0.00	\$157.20	-\$157.20	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	AUGUST 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	\$157.20	-\$157.20	0.00%
DEPT 41600	Audit/Legal Services					
301	Auditing and Acct g Services	\$32,000.00	\$0.00	\$33,750.50	-\$1,750.50	105.47%
304	Legal Fees (Civil)	\$7,000.00	\$2,591.18	\$10,791.18	-\$3,791.18	154.16%
307	Legal Fees (Labor)	\$10,000.00	\$2,038.63	\$13,876.32	-\$3,876.32	138.76%
DEPT 41600	Audit/Legal Services	\$49,000.00	\$4,629.81	\$58,418.00	-\$9,418.00	119.22%
DEPT 41910	Planning and Zoning					
100	Wages and Salaries Dept Head	\$73,486.00	\$8,510.76	\$51,124.56	\$22,361.44	69.57%
101	Assistant	\$65,562.00	\$7,843.02	\$46,847.70	\$18,714.30	71.46%
102	Administrative 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%
121	PERA	\$10,429.00	\$1,226.53	\$7,347.93	\$3,081.07	70.46%
122	FICA	\$10,637.00	\$1,207.50	\$7,198.84	\$3,438.16	67.68%
131	Employer Paid Health	\$33,478.00	\$797.29	\$6,493.55	\$26,984.45	19.40%
132	Employer Paid Disability	\$1,130.00	\$106.78	\$854.24	\$275.76	75.60%
133	Employer Paid Dental	\$2,064.00	\$118.72	\$923.20	\$1,140.80	44.73%
134	Employer Paid Life	\$134.00	\$10.40	\$83.20	\$50.80	62.09%
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	\$1,011.00	-\$35.00	103.59%
152	Health Savings Account Contrib	\$7,000.00	\$1,232.30	\$7,876.40	-\$876.40	112.52%
200	Office Supplies	\$1,300.00	\$113.18	\$1,190.80	\$109.20	91.60%
208	Instruction Fees	\$2,500.00	\$0.00	\$355.00	\$2,145.00	14.20%
210	Operating Supplies	\$1,200.00	\$0.00	\$112.00	\$1,088.00	9.33%
212	Motor Fuels	\$0.00	\$46.47	\$215.71	-\$215.71	0.00%
220	Repair/Maint Supply - Equip	\$3,934.00	\$418.33	\$3,285.82	\$648.18	83.52%
221	Repair/Maint Vehicles 306	\$0.00	\$0.00	\$169.62	-\$169.62	0.00%
262	Unif Tony/Pete	\$500.00	\$0.00	\$600.00	-\$100.00	120.00%
264	Unif Bobby/Cheryl/Shawn	\$500.00	\$0.00	\$144.92	\$355.08	28.98%
303	Engineering Fees	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
304	Legal Fees (Civil)	\$3,000.00	\$0.00	\$320.00	\$2,680.00	10.67%
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	\$207.96	\$1,514.41	\$985.59	60.58%
321	Communications-Cellular	\$500.00	\$38.23	\$267.61	\$232.39	53.52%
322	Postage	\$500.00	\$187.49	\$516.41	-\$16.41	103.28%
331	Travel Expenses	\$2,500.00	\$0.00	\$503.81	\$1,996.19	20.15%
332	Travel Expense- P&Z Comm	\$3,000.00	\$0.00	\$1,995.00	\$1,005.00	66.50%
340	Advertising	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
351	Legal Notices Publishing	\$1,600.00	\$288.54	\$912.46	\$687.54	57.03%
352	Filing Fees	\$750.00	\$0.00	\$230.00	\$520.00	30.67%
356	Mapping	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
360	Insurance	\$3,662.00	\$0.00	\$5,120.00	-\$1,458.00	139.81%
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	\$10.38	\$489.62	2.08%
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	AUGUST 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget
443	Sales Tax	\$0.00	\$2.00	\$9.00	-\$9.00	0.00%
452	Refund	\$500.00	\$0.00	\$875.00	-\$375.00	175.00%
470	Consultant Fees	\$0.00	\$1,400.00	\$5,200.00	-\$5,200.00	0.00%
500	Capital Outlay -	\$5,163.00	\$452.88	\$8,348.88	-\$3,185.88	161.71%
600	Principal	\$970.00	\$79.40	\$631.51	\$338.49	65.10%
610	Interest	\$20.00	\$3.10	\$28.49	-\$8.49	142.45%
DEPT 41910 Planning and Zoning		\$242,095.00	\$24,290.88	\$162,317.45	\$79,777.55	67.05%
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	\$244.78	\$1,267.82	\$1,232.18	50.71%
220	Repair/Maint Supply - Equip	\$500.00	\$0.00	\$775.93	-\$275.93	155.19%
223	Bldg Repair Suppl/Maintenance	\$5,000.00	\$3,969.46	\$6,132.97	-\$1,132.97	122.66%
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	\$1,607.64	\$0.36	99.98%
320	Communications	\$500.00	\$85.38	\$599.38	-\$99.38	119.88%
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	\$474.82	\$25.18	94.96%
354	Ordinance Codification	\$5,000.00	\$0.00	\$2,231.32	\$2,768.68	44.63%
360	Insurance	\$28,480.00	\$0.00	\$25,694.16	\$2,785.84	90.22%
381	Electric Utilities	\$10,000.00	\$1,191.00	\$7,109.00	\$2,891.00	71.09%
383	Gas Utilities	\$4,500.00	\$33.57	\$2,073.19	\$2,426.81	46.07%
384	Refuse/Garbage Disposal	\$650.00	\$71.87	\$484.46	\$165.54	74.53%
385	Sewer Utility	\$600.00	\$55.00	\$440.00	\$160.00	73.33%
389	Generator Expense	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
405	Cleaning Services	\$13,200.00	\$600.00	\$5,800.00	\$7,400.00	43.94%
430	Miscellaneous	\$1,500.00	\$160.00	\$1,394.10	\$105.90	92.94%
433	Dues/Contracts/Subscriptions	\$8,000.00	\$337.98	\$2,730.29	\$5,269.71	34.13%
437	Brainerd Lakes Area Dev Corp	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
438	Initiative Foundation	\$1,650.00	\$0.00	\$1,650.00	\$0.00	100.00%
439	Emergency Mgmt Expense	\$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	\$884.75	\$2,115.25	29.49%
442	Safety Prog/Equipment	\$5,000.00	\$250.00	\$3,855.73	\$1,144.27	77.11%
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	\$15,000.00	\$0.00	100.00%
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	\$500.00	\$3,500.00	12.50%

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OBJ	OBJ Descr	2023 Budget	AUGUST 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	\$6,999.04	\$80,705.56	\$124,320.44	39.36%
DEPT 42110 Police Administration						
100	Wages and Salaries Dept Head	\$101,137.00	\$8,953.50	\$112,021.52	-\$10,884.52	110.76%
101	Assistant	\$76,814.00	\$0.00	\$45,596.71	\$31,217.29	59.36%
102	Administrative Assistant	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
103	Tech 1	\$76,324.00	\$8,541.41	\$50,424.53	\$25,899.47	66.07%
104	Tech 2	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
108	Tech 3	\$26,000.00	\$100.00	\$350.00	\$25,650.00	1.35%
110	Tech 4	\$68,502.00	\$7,721.61	\$48,942.07	\$19,559.93	71.45%
112	Tech 5	\$63,933.00	\$7,458.07	\$40,980.74	\$22,952.26	64.10%
113	Tech 6	\$63,933.00	\$7,436.33	\$47,315.55	\$16,617.45	74.01%
121	PERA	\$84,366.00	\$7,117.35	\$53,216.33	\$31,149.67	63.08%
122	FICA	\$6,911.00	\$548.29	\$4,080.09	\$2,830.91	59.04%
131	Employer Paid Health	\$114,777.00	\$5,579.70	\$57,390.25	\$57,386.75	50.00%
132	Employer Paid Disability	\$3,270.00	\$128.37	\$2,326.86	\$943.14	71.16%
133	Employer Paid Dental	\$4,926.00	\$211.60	\$2,301.92	\$2,624.08	46.73%
134	Employer Paid Life	\$403.00	\$26.00	\$244.40	\$158.60	60.65%
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	\$36,346.00	-\$1,022.00	102.89%
152	Health Savings Account Contrib	\$24,000.00	\$0.00	\$20,250.00	\$3,750.00	84.38%
200	Office Supplies	\$300.00	\$330.40	\$482.48	-\$182.48	160.83%
208	Instruction Fees	\$10,001.00	\$0.00	\$3,671.87	\$6,329.13	36.72%
209	Physicals	\$800.00	\$0.00	\$0.00	\$800.00	0.00%
210	Operating Supplies	\$3,000.00	\$756.52	\$1,606.78	\$1,393.22	53.56%
212	Motor Fuels	\$18,000.00	\$2,341.70	\$15,451.58	\$2,548.42	85.84%
214	Auto Expense- Squad 000	\$1,500.00	\$0.00	\$530.63	\$969.37	35.38%
216	Auto Expense- Squad 305	\$1,200.00	\$0.00	\$1,612.81	-\$412.81	134.40%
217	Auto Expense- Squad 307	\$1,000.00	\$71.67	\$867.44	\$132.56	86.74%
218	Auto Expense- Squad 301	\$1,000.00	\$0.00	\$1,090.80	-\$90.80	109.08%
219	Auto Expense- Squad 304	\$2,000.00	\$0.00	\$1,200.51	\$799.49	60.03%
220	Repair/Maint Supply - Equip	\$10,000.00	\$250.00	\$2,000.00	\$8,000.00	20.00%
221	Repair/Maint Vehicles 306	\$2,000.00	\$0.00	\$4,037.02	-\$2,037.02	201.85%
223	Bldg Repair Suppl/Maintenance	\$500.00	\$1,070.98	\$1,077.94	-\$577.94	215.59%
258	Unif FIRE/Pat	\$675.00	\$0.00	\$135.97	\$539.03	20.14%
259	Unif Joe	\$675.00	\$0.00	\$30.90	\$644.10	4.58%
260	Unif Cody/Josh/Nate	\$675.00	\$0.00	\$488.91	\$186.09	72.43%
261	Unif Jake/TJ/Seth	\$675.00	\$0.00	\$448.90	\$226.10	66.50%
262	Unif Tony/Pete	\$675.00	\$0.00	\$393.61	\$281.39	58.31%
264	Unif Bobby/Cheryl/Shawn	\$675.00	\$126.64	\$601.77	\$73.23	89.15%
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	\$850.89	\$1,192.10	-\$1,192.10	0.00%
320	Communications	\$5,400.00	\$471.23	\$3,452.74	\$1,947.26	63.94%
321	Communications-Cellular	\$5,400.00	\$587.47	\$3,982.15	\$1,417.85	73.74%
322	Postage	\$200.00	\$73.67	\$125.51	\$74.49	62.76%
331	Travel Expenses	\$2,500.00	\$103.84	\$1,435.21	\$1,064.79	57.41%

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OBJ	OBJ Descr	2023 Budget	AUGUST 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget
340	Advertising	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
351	Legal Notices Publishing	\$0.00	\$335.76	\$335.76	-\$335.76	0.00%
360	Insurance	\$30,466.00	\$0.00	\$31,126.31	-\$660.31	102.17%
405	Cleaning Services	\$4,800.00	\$300.00	\$2,600.00	\$2,200.00	54.17%
413	Office Equipment Rental/Repair	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
430	Miscellaneous	\$200.00	\$824.77	\$843.52	-\$643.52	421.76%
433	Dues/Contracts/Subscriptions	\$12,000.00	\$726.32	\$14,584.33	-\$2,584.33	121.54%
443	Sales Tax	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
458	Undercover Supplies	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
460	Fines/Fees Reimburse	\$6,000.00	\$0.00	\$6,000.00	\$0.00	100.00%
500	Capital Outlay -	\$16,600.00	\$452.88	\$5,332.76	\$11,267.24	32.13%
550	Capital Outlay -	\$67,207.00	\$10.99	\$13,340.11	\$53,866.89	19.85%
600	Principal	\$499.00	\$83.35	\$331.75	\$167.25	66.48%
610	Interest	\$21.00	\$3.33	\$14.97	\$6.03	71.29%
DEPT 42110 Police Administration		\$960,964.00	\$63,594.64	\$642,214.11	\$318,749.89	66.83%
DEPT 42280 Fire Administration						
100	Wages and Salaries Dept Head	\$39,400.00	\$3,240.00	\$20,200.00	\$19,200.00	51.27%
101	Assistant	\$6,000.00	\$300.00	\$2,400.00	\$3,600.00	40.00%
106	Training	\$2,100.00	\$150.00	\$1,200.00	\$900.00	57.14%
107	Services	\$165,625.00	\$19,399.50	\$131,601.50	\$34,023.50	79.46%
121	PERA	\$4,425.00	\$0.00	\$0.00	\$4,425.00	0.00%
122	FICA	\$14,392.00	\$1,766.41	\$11,888.09	\$2,503.91	82.60%
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	\$5,026.00	\$132.00	97.44%
200	Office Supplies	\$100.00	\$0.00	\$157.37	-\$57.37	157.37%
208	Instruction Fees	\$15,000.00	\$3,400.00	\$23,877.17	-\$8,877.17	159.18%
209	Physicals	\$3,500.00	\$0.00	\$3,280.00	\$220.00	93.71%
210	Operating Supplies	\$10,000.00	\$1,148.11	\$2,570.40	\$7,429.60	25.70%
212	Motor Fuels	\$500.00	\$266.29	\$829.79	-\$329.79	165.96%
213	Diesel Fuel	\$1,000.00	\$236.84	\$1,487.80	-\$487.80	148.78%
220	Repair/Maint Supply - Equip	\$5,000.00	\$524.96	\$3,905.54	\$1,094.46	78.11%
221	Repair/Maint Vehicles 306	\$12,000.00	\$185.00	\$5,965.49	\$6,034.51	49.71%
222	Tires	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$5,000.00	\$1,102.48	\$3,004.01	\$1,995.99	60.08%
233	FIRE PREVENTION	\$2,000.00	\$0.00	\$3,090.50	-\$1,090.50	154.53%
240	Small Tools and Minor Equip	\$1,500.00	\$0.00	\$2,381.00	-\$881.00	158.73%
258	Unif FIRE/Pat	\$1,500.00	\$489.73	\$4,023.90	-\$2,523.90	268.26%
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	\$276.41	\$1,949.64	-\$449.64	129.98%
321	Communications-Cellular	\$4,000.00	\$431.96	\$2,884.75	\$1,115.25	72.12%
322	Postage	\$25.00	\$0.00	\$0.00	\$25.00	0.00%
331	Travel Expenses	\$6,000.00	\$236.18	\$3,263.69	\$2,736.31	54.39%
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	\$21,765.30	-\$4,101.30	123.22%
381	Electric Utilities	\$7,500.00	\$756.00	\$3,913.00	\$3,587.00	52.17%
383	Gas Utilities	\$15,000.00	\$29.19	\$3,990.58	\$11,009.42	26.60%
384	Refuse/Garbage Disposal	\$1,000.00	\$115.72	\$811.49	\$188.51	81.15%
385	Sewer Utility	\$660.00	\$55.00	\$385.00	\$275.00	58.33%
405	Cleaning Services	\$2,400.00	\$150.00	\$1,300.00	\$1,100.00	54.17%

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OBJ	OBJ Descr	2023 Budget	AUGUST 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget
430	Miscellaneous	\$2,000.00	\$0.00	\$195.00	\$1,805.00	9.75%
433	Dues/Contracts/Subscriptions	\$2,000.00	\$35.42	\$3,763.97	-\$1,763.97	188.20%
443	Sales Tax	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
450	Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
455	House Burn	\$0.00	\$0.00	\$500.00	-\$500.00	0.00%
491	FDRA City Contribution	\$30,000.00	\$408.00	\$2,973.00	\$27,027.00	9.91%
492	FDRA State Aid	\$45,000.00	\$0.00	\$1,000.00	\$44,000.00	2.22%
500	Capital Outlay -	\$49,290.00	\$10,203.86	\$47,490.33	\$1,799.67	96.35%
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	\$44,907.06	\$323,074.31	\$870,443.69	27.07%
DEPT 42500 Ambulance Services						
223	Bldg Repair Suppl/Maintenance	\$1,800.00	\$0.00	\$212.33	\$1,587.67	11.80%
306	Ambulance Subsidy	\$13,200.00	\$2,200.00	\$7,700.00	\$5,500.00	58.33%
DEPT 42500 Ambulance Services		\$15,000.00	\$2,200.00	\$7,912.33	\$7,087.67	52.75%
DEPT 43000 Public Works (GENERAL)						
100	Wages and Salaries Dept Head	\$0.00	\$6,209.15	\$6,209.15	-\$6,209.15	0.00%
103	Tech 1	\$69,919.00	\$6,396.04	\$41,297.65	\$28,621.35	59.06%
104	Tech 2	\$79,508.00	\$3,205.87	\$44,046.95	\$35,461.05	55.40%
105	Part-time	\$1,393.00	\$0.00	\$0.00	\$1,393.00	0.00%
108	Tech 3	\$67,977.00	\$5,046.60	\$40,106.79	\$27,870.21	59.00%
121	PERA	\$16,305.00	\$1,564.37	\$9,875.60	\$6,429.40	60.57%
122	FICA	\$16,738.00	\$1,440.81	\$8,878.68	\$7,859.32	53.05%
131	Employer Paid Health	\$71,732.00	\$5,244.16	\$45,762.64	\$25,969.36	63.80%
132	Employer Paid Disability	\$1,243.00	\$139.40	\$1,115.20	\$127.80	89.72%
133	Employer Paid Dental	\$3,096.00	\$262.84	\$2,490.70	\$605.30	80.45%
134	Employer Paid Life	\$202.00	\$15.39	\$123.63	\$78.37	61.20%
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	\$16,063.00	\$238.00	98.54%
152	Health Savings Account Contrib	\$18,000.00	\$0.00	\$13,500.00	\$4,500.00	75.00%
200	Office Supplies	\$450.00	\$0.00	\$293.00	\$157.00	65.11%
208	Instruction Fees	\$1,500.00	\$0.00	\$271.00	\$1,229.00	18.07%
210	Operating Supplies	\$1,200.00	\$75.64	\$491.31	\$708.69	40.94%
212	Motor Fuels	\$8,000.00	\$936.75	\$6,592.97	\$1,407.03	82.41%
213	Diesel Fuel	\$10,000.00	\$724.49	\$10,986.87	-\$986.87	109.87%
215	Shop Supplies	\$2,750.00	\$0.00	\$235.43	\$2,514.57	8.56%
220	Repair/Maint Supply - Equip	\$30,000.00	\$836.70	\$14,866.58	\$15,133.42	49.56%
221	Repair/Maint Vehicles 306	\$25,000.00	\$2,269.60	\$8,281.05	\$16,718.95	33.12%
222	Tires	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$10,000.00	\$1,690.42	\$8,464.04	\$1,535.96	84.64%
224	Street Maint Materials	\$30,000.00	\$330.79	\$14,901.67	\$15,098.33	49.67%
225	New Roads Materials	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
226	Bridge Materials	\$1,500.00	\$780.00	\$1,019.22	\$480.78	67.95%
228	Street Lighting	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
232	Striping	\$35,000.00	\$0.00	\$5,728.00	\$29,272.00	16.37%
235	Signs	\$6,500.00	\$465.03	\$1,317.04	\$5,182.96	20.26%
240	Small Tools and Minor Equip	\$5,000.00	\$0.00	\$403.95	\$4,596.05	8.08%
254	Concessions - Pop	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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OBJ	OBJ Descr	2023 Budget	AUGUST 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget
259	Unif Joe	\$500.00	\$0.00	\$233.85	\$266.15	46.77%
260	Unif Cody/Josh/Nate	\$500.00	\$0.00	\$86.38	\$413.62	17.28%
261	Unif Jake/TJ/Seth	\$500.00	\$0.00	\$534.95	-\$34.95	106.99%
303	Engineering Fees	\$5,000.00	\$8,418.50	\$16,522.50	-\$11,522.50	330.45%
304	Legal Fees (Civil)	\$500.00	\$0.00	\$240.00	\$260.00	48.00%
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	\$153.61	\$936.69	\$2,063.31	31.22%
322	Postage	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
331	Travel Expenses	\$500.00	\$24.67	\$24.67	\$475.33	4.93%
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	\$9,802.00	-\$289.00	103.04%
381	Electric Utilities	\$12,000.00	\$512.06	\$4,227.16	\$7,772.84	35.23%
383	Gas Utilities	\$6,500.00	\$77.11	\$4,556.09	\$1,943.91	70.09%
384	Refuse/Garbage Disposal	\$1,000.00	\$114.63	\$1,110.22	-\$110.22	111.02%
385	Sewer Utility	\$400.00	\$25.85	\$284.35	\$115.65	71.09%
405	Cleaning Services	\$5,640.00	\$470.00	\$3,807.00	\$1,833.00	67.50%
413	Office Equipment Rental/Repair	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
415	Equipment Rental	\$0.00	\$0.00	\$473.90	-\$473.90	0.00%
430	Miscellaneous	\$2,500.00	\$0.00	\$177.97	\$2,322.03	7.12%
433	Dues/Contracts/Subscriptions	\$1,000.00	\$0.00	\$33.23	\$966.77	3.32%
442	Safety Prog/Equipment	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
443	Sales Tax	\$100.00	\$17.00	\$90.00	\$10.00	90.00%
450	Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
454	Joint Facility County Expense	\$35,000.00	\$2,153.55	\$26,627.93	\$8,372.07	76.08%
500	Capital Outlay -	\$31,000.00	\$0.00	\$3,767.20	\$27,232.80	12.15%
550	Capital Outlay -	\$0.00	\$0.00	\$59,551.01	-\$59,551.01	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	\$420.00	\$480.00	\$99,520.00	0.48%
582	Capital Outlay - Crackfill	\$100,000.00	\$0.00	\$10,746.00	\$89,254.00	10.75%
583	Capital Outlay - Overlays	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
584	Capital Outlay - Road Const	\$100,000.00	\$1,198.00	\$20,693.49	\$79,306.51	20.69%
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	\$51,219.03	\$468,328.71	\$516,488.29	47.55%
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	\$0.00	\$1,247.78	-\$1,247.78	0.00%
104	Tech 2	\$0.00	\$0.00	\$983.08	-\$983.08	0.00%
105	Part-time	\$0.00	\$342.05	\$1,732.85	-\$1,732.85	0.00%
108	Tech 3	\$0.00	\$0.00	\$2,446.44	-\$2,446.44	0.00%
121	PERA	\$0.00	\$25.65	\$480.78	-\$480.78	0.00%
122	FICA	\$0.00	\$24.37	\$441.06	-\$441.06	0.00%
131	Employer Paid Health	\$0.00	\$82.22	\$1,894.35	-\$1,894.35	0.00%
132	Employer Paid Disability	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
133	Employer Paid Dental	\$0.00	\$11.66	\$112.94	-\$112.94	0.00%
134	Employer Paid Life	\$0.00	\$0.00	\$1.60	-\$1.60	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%

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OBJ	OBJ Descr	2023 Budget	AUGUST 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget
DEPT 43025	Public Works Snow Removal	\$0.00	\$485.95	\$9,340.88	-\$9,340.88	0.00%
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					
100	Wages and Salaries Dept Head	\$0.00	\$0.00	\$302.88	-\$302.88	0.00%
103	Tech 1	\$0.00	\$364.52	\$981.40	-\$981.40	0.00%
104	Tech 2	\$0.00	\$0.00	\$749.17	-\$749.17	0.00%
105	Part-time	\$5,574.00	\$0.00	\$0.00	\$5,574.00	0.00%
108	Tech 3	\$0.00	\$762.44	\$1,433.34	-\$1,433.34	0.00%
121	PERA	\$0.00	\$84.51	\$259.07	-\$259.07	0.00%
122	FICA	\$426.00	\$78.49	\$255.34	\$170.66	59.94%
131	Employer Paid Health	\$0.00	\$263.17	\$263.17	-\$263.17	0.00%
133	Employer Paid Dental	\$0.00	\$14.92	\$14.92	-\$14.92	0.00%
134	Employer Paid Life	\$0.00	\$0.47	\$0.47	-\$0.47	0.00%
210	Operating Supplies	\$940.00	\$0.00	\$0.00	\$940.00	0.00%
220	Repair/Maint Supply - Equip	\$250.00	\$15.98	\$15.98	\$234.02	6.39%
360	Insurance	\$67.00	\$0.00	\$96.00	-\$29.00	143.28%
381	Electric Utilities	\$350.00	\$27.58	\$185.98	\$164.02	53.14%
430	Miscellaneous	\$400.00	\$0.00	\$221.74	\$178.26	55.44%
452	Refund	\$0.00	\$0.00	\$500.00	-\$500.00	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	\$1,612.08	\$5,279.46	\$2,727.54	65.94%
DEPT 45100	Park and Recreation (GENERAL)					
100	Wages and Salaries Dept Head	\$79,061.00	\$9,153.51	\$54,981.06	\$24,079.94	69.54%
101	Assistant	\$45,088.00	\$4,862.93	\$27,848.10	\$17,239.90	61.76%
103	Tech 1	\$43,118.00	\$4,632.06	\$28,279.06	\$14,838.94	65.59%
104	Tech 2	\$0.00	\$390.00	\$1,780.00	-\$1,780.00	0.00%
105	Part-time	\$37,710.00	\$4,586.25	\$26,214.75	\$11,495.25	69.52%
108	Tech 3	\$53,310.00	\$6,151.20	\$34,303.78	\$19,006.22	64.35%
121	PERA	\$19,372.00	\$2,055.46	\$12,142.22	\$7,229.78	62.68%
122	FICA	\$20,292.00	\$2,110.18	\$12,007.35	\$8,284.65	59.17%
131	Employer Paid Health	\$57,389.00	\$4,642.12	\$36,806.97	\$20,582.03	64.14%
132	Employer Paid Disability	\$1,425.00	\$168.36	\$1,346.88	\$78.12	94.52%
133	Employer Paid Dental	\$3,818.00	\$302.93	\$2,387.90	\$1,430.10	62.54%
134	Employer Paid Life	\$248.00	\$18.29	\$144.87	\$103.13	58.42%
136	Deferred Compensation	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
140	Unemployment	\$5,000.00	\$0.00	\$2,541.16	\$2,458.84	50.82%
151	Workers Comp Insurance	\$13,457.00	\$0.00	\$14,188.00	-\$731.00	105.43%
152	Health Savings Account Contrib	\$15,000.00	\$0.00	\$10,500.00	\$4,500.00	70.00%

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OBJ	OBJ Descr	2023 Budget	AUGUST 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget
200	Office Supplies	\$200.00	\$0.00	\$271.60	-\$71.60	135.80%
208	Instruction Fees	\$500.00	\$0.00	\$95.00	\$405.00	19.00%
210	Operating Supplies	\$3,200.00	\$676.61	\$2,262.64	\$937.36	70.71%
212	Motor Fuels	\$2,000.00	\$337.11	\$3,133.60	-\$1,133.60	156.68%
213	Diesel Fuel	\$1,000.00	\$158.57	\$2,210.05	-\$1,210.05	221.01%
220	Repair/Maint Supply - Equip	\$10,000.00	\$1,766.77	\$11,926.17	-\$1,926.17	119.26%
221	Repair/Maint Vehicles 306	\$1,000.00	\$0.00	\$584.58	\$415.42	58.46%
223	Bldg Repair Suppl/Maintenance	\$20,000.00	\$3,066.84	\$9,315.49	\$10,684.51	46.58%
231	Chemicals	\$6,000.00	\$0.00	\$563.68	\$5,436.32	9.39%
235	Signs	\$400.00	\$0.00	\$317.79	\$82.21	79.45%
240	Small Tools and Minor Equip	\$1,200.00	\$145.54	\$813.14	\$386.86	67.76%
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/Pat	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
260	Unif Cody/Josh/Nate	\$0.00	\$0.00	\$409.34	-\$409.34	0.00%
261	Unif Jake/TJ/Seth	\$300.00	\$0.00	\$225.65	\$74.35	75.22%
264	Unif Bobby/Cheryl/Shawn	\$300.00	\$0.00	\$400.73	-\$100.73	133.58%
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	\$564.83	\$706.71	\$293.29	70.67%
310	Program Supplies	\$1,500.00	\$1,736.14	\$2,554.64	-\$1,054.64	170.31%
311	Softball/Baseball	\$1,500.00	\$0.00	\$558.85	\$941.15	37.26%
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	\$383.88	\$383.88	\$816.12	31.99%
317	Soccer/Skating	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
318	Garage (North)	\$3,000.00	\$66.49	\$210.34	\$2,789.66	7.01%
319	Donation Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$6,000.00	\$541.95	\$3,623.69	\$2,376.31	60.39%
322	Postage	\$150.00	\$3.09	\$12.51	\$137.49	8.34%
323	Garage (East)	\$1,500.00	\$63.24	\$190.54	\$1,309.46	12.70%
324	Disc Golf Expenses	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
331	Travel Expenses	\$1,000.00	\$75.79	\$371.73	\$628.27	37.17%
335	Background Checks	\$150.00	\$15.00	\$75.00	\$75.00	50.00%
340	Advertising	\$1,000.00	\$127.00	\$1,209.63	-\$209.63	120.96%
351	Legal Notices Publishing	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
360	Insurance	\$15,543.00	\$0.00	\$22,570.92	-\$7,027.92	145.22%
381	Electric Utilities	\$15,000.00	\$1,643.37	\$8,965.10	\$6,034.90	59.77%
383	Gas Utilities	\$10,000.00	\$211.35	\$7,278.04	\$2,721.96	72.78%
384	Refuse/Garbage Disposal	\$800.00	\$305.46	\$859.49	-\$59.49	107.44%
403	Improvements Other Than Bldgs	\$3,800.00	\$0.00	\$2,950.13	\$849.87	77.64%
405	Cleaning Services	\$22,575.00	\$2,421.25	\$15,590.00	\$6,985.00	69.06%
413	Office Equipment Rental/Repair	\$700.00	\$153.08	\$424.04	\$275.96	60.58%
415	Equipment Rental	\$500.00	\$0.00	\$135.00	\$365.00	27.00%
430	Miscellaneous	\$800.00	\$303.70	\$2,008.29	-\$1,208.29	251.04%
433	Dues/Contracts/Subscriptions	\$500.00	\$0.00	\$1,219.20	-\$719.20	243.84%
442	Safety Prog/Equipment	\$1,500.00	\$297.97	\$512.43	\$987.57	34.16%
443	Sales Tax	\$1,600.00	\$482.00	\$2,984.00	-\$1,384.00	186.50%
445	Sr Meals Expense	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
448	Weight Room Ins Reimbur	\$150.00	\$10.00	\$82.50	\$67.50	55.00%
450	Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
452	Refund	\$150.00	\$0.00	\$241.00	-\$91.00	160.67%
453	80 Acre Development Expense	\$1,000.00	\$159.89	\$217.80	\$782.20	21.78%
457	Weight Room Expenses	\$2,000.00	\$769.57	\$1,969.22	\$30.78	98.46%

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OBJ	OBJ Descr	2023 Budget	AUGUST 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget
459	PAL Foundation Expenditures	\$3,000.00	\$6,632.47	\$23,195.66	-\$20,195.66	773.19%
461	Silver Sneakers	\$6,500.00	\$999.00	\$6,175.92	\$324.08	95.01%
481	Park Master Plan	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay -	\$40,500.00	\$13,209.22	\$110,535.08	-\$70,035.08	272.93%
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	\$138.79	\$620.91	\$209.09	74.81%
610	Interest	\$19.00	\$2.71	\$15.84	\$3.16	83.37%
DEPT 45100 Park and Recreation (GENERA		\$596,355.00	\$76,541.97	\$516,449.65	\$79,905.35	86.60%
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	\$202.12	\$824.02	-\$824.02	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	\$397.27	-\$397.27	0.00%
121	PERA	\$0.00	\$15.16	\$91.58	-\$91.58	0.00%
122	FICA	\$0.00	\$14.48	\$84.77	-\$84.77	0.00%
131	Employer Paid Health	\$0.00	\$45.17	\$385.91	-\$385.91	0.00%
132	Employer Paid Disability	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
133	Employer Paid Dental	\$0.00	\$6.40	\$35.98	-\$35.98	0.00%
134	Employer Paid Life	\$0.00	\$0.28	\$1.36	-\$1.36	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	\$283.61	\$1,820.89	-\$1,820.89	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	\$62.19	\$678.91	-\$678.91	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	\$1,198.21	-\$1,198.21	0.00%
121	PERA	\$0.00	\$4.66	\$140.77	-\$140.77	0.00%
122	FICA	\$0.00	\$4.48	\$131.71	-\$131.71	0.00%
131	Employer Paid Health	\$0.00	\$12.90	\$497.33	-\$497.33	0.00%
132	Employer Paid Disability	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
133	Employer Paid Dental	\$0.00	\$1.83	\$32.85	-\$32.85	0.00%
134	Employer Paid Life	\$0.00	\$0.17	\$3.07	-\$3.07	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	\$86.23	\$2,682.85	-\$2,682.85	0.00%
DEPT 45500 Library						
101	Assistant	\$19,323.00	\$2,962.96	\$17,680.66	\$1,642.34	91.50%
121	PERA	\$1,449.00	\$222.23	\$1,326.08	\$122.92	91.52%
122	FICA	\$1,478.00	\$213.82	\$1,255.99	\$222.01	84.98%
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	\$22.00	\$181.92	\$128.08	58.68%
134	Employer Paid Life	\$21.00	\$2.06	\$16.46	\$4.54	78.38%
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%

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OBJ	OBJ Descr	2023 Budget	AUGUST 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget
151	Workers Comp Insurance	\$989.00	\$0.00	\$1,160.00	-\$171.00	117.29%
152	Health Savings Account Contrib	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
201	Library Operating Supplies	\$2,000.00	\$45.64	\$165.20	\$1,834.80	8.26%
202	Library Subscriptions	\$500.00	\$0.00	\$921.95	-\$421.95	184.39%
203	Library Books	\$5,000.00	\$228.07	\$2,961.98	\$2,038.02	59.24%
204	Children s Program Expense	\$150.00	\$0.00	\$27.96	\$122.04	18.64%
205	Library Luncheon Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
206	Book Sale Expenses	\$0.00	\$44.00	\$82.00	-\$82.00	0.00%
207	Golf Fundraiser Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
319	Donation Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$1,000.00	\$63.68	\$450.97	\$549.03	45.10%
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	\$20.00	\$65.20	\$434.80	13.04%
430	Miscellaneous	\$1,000.00	\$0.00	\$105.15	\$894.85	10.52%
433	Dues/Contracts/Subscriptions	\$2,000.00	\$0.00	\$1,358.63	\$641.37	67.93%
443	Sales Tax	\$100.00	\$132.00	\$198.00	-\$98.00	198.00%
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	\$988.45	\$1,011.55	49.42%
600	Principal	\$543.00	\$90.73	\$405.90	\$137.10	74.75%
610	Interest	\$12.00	\$1.77	\$10.35	\$1.65	86.25%
DEPT 45500 Library		\$38,830.00	\$4,048.96	\$29,362.85	\$9,467.15	75.62%
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	\$0.00	\$210,000.00	\$0.00	100.00%
610	Interest	\$2,250.00	\$0.00	\$2,520.00	-\$270.00	112.00%
620	Fiscal Agent s Fees	\$300.00	\$0.00	\$252.45	\$47.55	84.15%
DEPT 47014 47014		\$212,550.00	\$0.00	\$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	\$100.00	\$400.00	20.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 48000 Recycling		\$500.00	\$0.00	\$100.00	\$400.00	20.00%
FUND 101 GENERAL FUND		\$4,840,808.00	\$330,343.17	\$2,757,972.07	\$2,082,835.93	56.97%
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	\$0.00	\$230,000.00	\$0.00	100.00%
602	REA Loan Payment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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OBJ	OBJ Descr	2023 Budget	AUGUST 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget
610	Interest	\$66,281.00	\$0.00	\$66,281.26	-\$0.26	100.00%
620	Fiscal Agent s Fees	\$750.00	\$0.00	\$495.00	\$255.00	66.00%
DEPT 47000	\$3,815,000 GO CIP 2019A	\$297,031.00	\$0.00	\$296,776.26	\$254.74	99.91%
DEPT 47001	Community Ctr Refunding 2002					
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47001	Community Ctr Refunding 200	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47002	G.O. Improve-Wilderness					
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47002	G.O. Improve-Wilderness	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47003	1999 Series A Improvement Bond					
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47003	1999 Series A Improvement B	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47004	1999 Series B Improvement Bond					
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47004	1999 Series B Improvement B	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47005	2001 Series A Improvement Bond					
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47005	2001 Series A Improvement B	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47006	2002 Series A Improvement Bond					
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47006	2002 Series A Improvement B	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47007	2003 Series A Disposal					
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47007	2003 Series A Disposal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47008	2003 Series B Sewer					
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
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%

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OBJ	OBJ Descr	2023 Budget	AUGUST 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47010	2004 Series A	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47011	2006 Series B Improvement Bond					
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
616	Bond Discount	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47011	2006 Series B Improvement B	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47012	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	\$0.00	\$85,000.00	\$0.00	100.00%
610	Interest	\$13,300.00	\$0.00	\$13,300.00	\$0.00	100.00%
620	Fiscal Agent s Fees	\$750.00	\$0.00	\$495.00	\$255.00	66.00%
DEPT 47014	47014	\$99,050.00	\$0.00	\$98,795.00	\$255.00	99.74%
DEPT 47015	47015 Series 2015B/2021A					
600	Principal	\$120,000.00	\$0.00	\$120,000.00	\$0.00	100.00%
610	Interest	\$16,100.00	\$0.00	\$16,100.00	\$0.00	100.00%
620	Fiscal Agent s Fees	\$750.00	\$0.00	\$495.00	\$255.00	66.00%
DEPT 47015	47015 Series 2015B/2021A	\$136,850.00	\$0.00	\$136,595.00	\$255.00	99.81%
DEPT 47100	2022A ROAD BONDS					
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$24,654.00	\$0.00	\$24,654.08	-\$0.08	100.00%
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	\$24,654.08	-\$0.08	100.00%
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	\$15,922.43	-\$0.43	100.00%
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	\$15,922.43	-\$0.43	100.00%
FUND 301	DEBT SERVICE FUND	\$573,507.00	\$0.00	\$572,742.77	\$764.23	99.87%
FUND 405	TAX INCREMENT FINANCE PROJECTS					
DEPT 46000	Tax Increment Financing					
351	Legal Notices Publishing	\$250.00	\$71.25	\$108.65	\$141.35	43.46%
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	\$5,535.59	\$4,864.41	53.23%

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OBJ	OBJ Descr	2023 Budget	AUGUST 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget
650	Administrative Costs	\$600.00	\$0.00	\$100.00	\$500.00	16.67%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 46000 Tax Increment Financing		\$11,250.00	\$71.25	\$5,744.24	\$5,505.76	51.06%
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	\$71.25	\$5,744.24	\$5,505.76	51.06%
FUND 502 ECONOMIC DEVELOPMENT FUND						
DEPT 41940 General Government						
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41940 General Government		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 46500 Economic Develop mt (GENERAL)						
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
351	Legal Notices Publishing	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$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	\$6,358.00	\$6,854.12	\$11,245.88	37.87%
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	\$6,358.00	\$6,854.12	\$11,245.88	37.87%
FUND 502 ECONOMIC DEVELOPMENT FUND		\$18,100.00	\$6,358.00	\$6,854.12	\$11,245.88	37.87%
FUND 601 SEWER OPERATING FUND						
DEPT 43200 Sewer						
100	Wages and Salaries Dept Head	\$78,749.00	\$2,907.40	\$48,247.27	\$30,501.73	61.27%
101	Assistant	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
103	Tech 1	\$0.00	\$336.48	\$336.48	-\$336.48	0.00%
104	Tech 2	\$0.00	\$5,249.77	\$5,249.77	-\$5,249.77	0.00%
108	Tech 3	\$0.00	\$1,514.74	\$1,514.74	-\$1,514.74	0.00%
121	PERA	\$5,906.00	\$750.62	\$4,151.22	\$1,754.78	70.29%
122	FICA	\$6,024.00	\$693.75	\$3,748.15	\$2,275.85	62.22%
131	Employer Paid Health	\$23,911.00	\$2,462.91	\$16,410.83	\$7,500.17	68.63%
132	Employer Paid Disability	\$740.00	\$60.63	\$485.04	\$254.96	65.55%
133	Employer Paid Dental	\$1,032.00	\$120.75	\$522.99	\$509.01	50.68%
134	Employer Paid Life	\$67.00	\$4.94	\$41.34	\$25.66	61.70%
136	Deferred Compensation	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
151	Workers Comp Insurance	\$3,703.00	\$0.00	\$2,933.00	\$770.00	79.21%
152	Health Savings Account Contrib	\$6,000.00	\$0.00	\$4,500.00	\$1,500.00	75.00%
200	Office Supplies	\$500.00	\$401.04	\$707.97	-\$207.97	141.59%

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OBJ	OBJ Descr	2023 Budget	AUGUST 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget
208	Instruction Fees	\$2,000.00	\$0.00	\$1,054.00	\$946.00	52.70%
210	Operating Supplies	\$3,500.00	\$80.89	\$1,089.11	\$2,410.89	31.12%
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	\$2,190.81	\$18,978.79	\$6,021.21	75.92%
221	Repair/Maint Vehicles 306	\$1,500.00	\$0.00	\$693.86	\$806.14	46.26%
222	Tires	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$8,000.00	\$4,009.14	\$4,770.24	\$3,229.76	59.63%
229	Oper/Maint - Lift Station	\$20,000.00	\$3,677.98	\$7,383.41	\$12,616.59	36.92%
230	Repair/Maint - Collection Syst	\$7,000.00	\$2,870.00	\$7,553.80	-\$553.80	107.91%
231	Chemicals	\$18,000.00	\$5,191.16	\$14,694.03	\$3,305.97	81.63%
258	Unif FIRE/Pat	\$1,000.00	\$517.04	\$517.04	\$482.96	51.70%
303	Engineering Fees	\$1,000.00	\$0.00	\$60.00	\$940.00	6.00%
304	Legal Fees (Civil)	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
320	Communications	\$4,556.00	\$473.66	\$3,181.93	\$1,374.07	69.84%
321	Communications-Cellular	\$1,600.00	\$49.66	\$347.83	\$1,252.17	21.74%
322	Postage	\$800.00	\$316.41	\$1,004.47	-\$204.47	125.56%
331	Travel Expenses	\$2,500.00	-\$330.38	\$1,771.66	\$728.34	70.87%
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	\$14,646.31	\$2,665.69	84.60%
381	Electric Utilities	\$38,000.00	\$2,749.94	\$16,844.08	\$21,155.92	44.33%
383	Gas Utilities	\$3,000.00	\$28.49	\$2,722.65	\$277.35	90.76%
384	Refuse/Garbage Disposal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
406	Lab Testing	\$20,000.00	\$823.50	\$5,450.40	\$14,549.60	27.25%
407	Sludge Disposal	\$25,000.00	\$0.00	\$15,596.00	\$9,404.00	62.38%
420	Depreciation Expense	\$350,000.00	\$0.00	\$0.00	\$350,000.00	0.00%
430	Miscellaneous	\$100.00	\$0.00	\$25.00	\$75.00	25.00%
433	Dues/Contracts/Subscriptions	\$1,800.00	\$0.00	\$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	\$1,450.00	\$550.00	72.50%
452	Refund	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
500	Capital Outlay -	\$125,000.00	\$16,150.00	\$189,479.82	-\$64,479.82	151.58%
553	Capital Outlay - Other	\$0.00	\$0.00	\$636.00	-\$636.00	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	\$31,058.50	-\$31,058.50	0.00%
556	Capital Outlay - Sewer Exten	\$0.00	\$1,093.50	\$15,922.50	-\$15,922.50	0.00%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43200 Sewer		\$811,050.00	\$54,394.83	\$446,200.23	\$364,849.77	55.02%
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	\$54,394.83	\$446,200.23	\$364,849.77	55.02%
FUND 651 SEWER RESTRICTED SINKING FUND						
DEPT 43200 Sewer						
220	Repair/Maint Supply - Equip	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
303	Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay -	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43200 Sewer		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47007 2003 Series A Disposal						

UNADJUSTED DRAFT: 08.31.2023 MONTH-END EXPENDITURES

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OBJ	OBJ Descr	2023 Budget	AUGUST 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget
600	Principal	\$200,000.00	\$0.00	\$200,000.00	\$0.00	100.00%
610	Interest	\$5,632.00	\$0.00	\$7,627.50	-\$1,995.50	135.43%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$750.00	\$0.00	\$242.55	\$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	\$0.00	\$207,870.05	-\$1,488.05	100.72%
DEPT 47008 2003 Series B Sewer						
452	Refund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600	Principal	\$100,000.00	\$0.00	\$100,000.00	\$0.00	100.00%
610	Interest	\$11,240.00	\$0.00	\$11,905.00	-\$665.00	105.92%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47008 2003 Series B Sewer		\$111,240.00	\$0.00	\$111,905.00	-\$665.00	100.60%
DEPT 47102 2022A SEWER BONDS						
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$69,569.00	\$0.00	\$52,148.21	\$17,420.79	74.96%
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	\$52,148.21	\$17,420.79	74.96%
FUND 651 SEWER RESTRICTED SINKING FUN		\$387,191.00	\$0.00	\$371,923.26	\$15,267.74	96.06%
		\$6,641,906.00	\$391,167.25	\$4,161,436.69	\$2,480,469.31	62.65%

UNADJUSTED DRAFT: 08.31.2023 BALANCE SHEET

City of Crosslake

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Balance Sheet

Current Period: AUGUST 2023

Account	Last Dim Descr	Begin Yr	MTD Debit	MTD Credit	YTD Debit	YTD Credit	Current Balance
FUND 101 GENERAL FUND							
G 101-10100	Cash	\$6,072,402.32	\$96,997.65	\$331,730.06	\$6,053,133.35	\$5,951,174.95	\$6,174,360.72
G 101-10101	Restricted Cash	\$523,000.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$548,000.00
G 101-10150	Cash - Phone Company Procee	\$2,399,329.00	\$10,976.32	\$0.00	\$2,472,796.26	\$2,399,329.00	\$2,472,796.26
G 101-10200	Petty Cash	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00
G 101-10201	Petty Cash - Library	\$50.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00
G 101-10400	Investments at Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-10450	Interest Receivable on Invest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-10500	Taxes Receivable-Current	\$50,071.74	\$0.00	\$0.00	\$0.00	\$50,071.74	\$0.00
G 101-10700	Taxes Receivable-Delinquent	\$45,519.88	\$0.00	\$0.00	\$0.00	\$0.00	\$45,519.88
G 101-10800	Allow for Uncollected Taxes	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-11500	Accounts Receivable	\$1,500.30	\$0.00	\$0.00	\$0.00	\$1,500.30	\$0.00
G 101-11600	Allow for Uncollected Receivab	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-12100	Special Assess Rec-Current	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-12200	Special Assess Rec-Delinquent	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-12300	Special Assess Rec-Deferred	\$44,210.87	\$0.00	\$0.00	\$0.00	\$0.00	\$44,210.87
G 101-13100	Due From Other Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-13200	Due From Other Governments	\$34,581.39	\$0.00	\$0.00	\$621,632.62	\$656,214.01	\$0.00
G 101-13300	Advances To Other Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-14100	Inventory of Material/Supply	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-15500	Prepaid Items	\$42,147.85	\$0.00	\$0.00	\$0.00	\$0.00	\$42,147.85
G 101-15600	Deferred Charges	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-16100	Fixed Asset-Land	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-16200	Fixed Asset-Buildings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-16400	Fixed Asset-Equip/Machinery	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-16420	Fixed Asset-Office Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-16440	Fixed Asset-Motor Vehicles	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-18100	Amount Avail in Debt Srv Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-18200	Amount Provided for Debt Retir	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-20200	Accounts Payable	-\$43,596.80	\$0.00	\$0.00	\$43,596.80	\$0.00	\$0.00
G 101-20300	Sales Tax Payable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-20600	Contracts Payable	-\$12,892.74	\$0.00	\$0.00	\$0.00	\$0.00	-\$12,892.74
G 101-20700	Due to Other Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-20701	Due to General Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-20703	Due to D&M Investments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-20800	Due to Other Governments	-\$64,614.94	\$0.00	\$0.00	\$64,614.94	\$0.00	\$0.00
G 101-20900	Advance From Other Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-21500	Accrued Interest Payable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-21600	Accrued Wages & Salaries Pay	-\$68,628.25	\$0.00	\$0.00	\$0.00	\$0.00	-\$68,628.25
G 101-21700	Accrued Payroll Deductions Pay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-21701	Federal Withholding	\$0.00	\$16,313.46	\$16,313.46	\$91,516.56	\$91,516.56	\$0.00
G 101-21702	State Withholding	\$0.00	\$7,361.49	\$7,361.49	\$42,442.22	\$42,442.22	\$0.00
G 101-21703	FICA Withholding(Incl Medicare	\$0.00	\$21,194.08	\$21,194.08	\$122,456.70	\$122,456.70	\$0.00
G 101-21704	PERA	\$0.00	\$27,717.80	\$27,717.80	\$175,668.21	\$175,668.21	\$0.00
G 101-21705	Other Retirement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

UNADJUSTED DRAFT: 08.31.2023 BALANCE SHEET

City of Crosslake

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Balance Sheet

Current Period: AUGUST 2023

Account	Last Dim Descr	Begin Yr	MTD Debit	MTD Credit	YTD Debit	YTD Credit	Current Balance
G 101-21706	Hospitalization/Medical Ins	\$3,679.86	\$22,417.97	\$21,919.49	\$191,189.62	\$188,108.57	\$6,760.91
G 101-21707	Union Dues	\$0.00	\$910.56	\$910.56	\$7,332.09	\$7,332.09	\$0.00
G 101-21708	HCSP	\$0.00	\$4,240.50	\$4,240.50	\$59,120.86	\$57,620.86	\$1,500.00
G 101-21709	Medicare	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-21710	Life Insuranace	\$170.80	\$273.40	\$270.10	\$2,951.50	\$3,109.60	\$12.70
G 101-21711	Garnishments and Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-21712	Savings	\$2,243.78	\$1,832.25	\$1,832.25	\$15,583.50	\$12,583.50	\$5,243.78
G 101-21713	Dental	\$1,153.36	\$1,120.50	\$1,184.39	\$9,946.53	\$9,859.59	\$1,240.30
G 101-21714	Deferred Compensation	\$0.00	\$765.00	\$765.00	\$7,290.00	\$7,290.00	\$0.00
G 101-21715	Minnesota Benefit Assoc.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-21716	Flexible Benefit Plan	-\$5,904.02	\$6,264.21	\$6,234.08	\$53,517.57	\$54,351.75	-\$6,738.20
G 101-21717	Child Support/Alimony	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-21718	Deferred Compensation	\$0.00	\$75.00	\$75.00	\$450.00	\$450.00	\$0.00
G 101-21750	Accrued Compensated Absenc	-\$2,113.77	\$0.00	\$0.00	\$0.00	\$0.00	-\$2,113.77
G 101-22000	Deposits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-22200	Deferred Revenues	-\$40,500.30	\$0.00	\$0.00	\$31,402.44	\$9,417.26	-\$18,515.12
G 101-22280	Deferred Revenue-Property Tax	-\$45,519.88	\$0.00	\$0.00	\$0.00	\$0.00	-\$45,519.88
G 101-22281	Deferred Revenue-Spec Assmt	-\$44,210.87	\$0.00	\$0.00	\$0.00	\$0.00	-\$44,210.87
G 101-22500	Bonds Payable-Current Portion	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-22510	General Obligation Bonds Pay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-22520	Special Assess Bonds Payable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-22530	Revenue Bonds Payable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-22600	Capital Lease Agree-Current	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-22700	Installment Purchase Contracts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-22800	Other Current Liabilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-23100	Bonds Payable-Noncurrent NC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-23110	General Obligation Pay NC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-23120	Special Assess Bonds Pay NC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-23130	Revenue Bonds Payable NC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-23600	Postemployment Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-23700	Capital Lease Agree-Noncurrent	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-23800	Installment Purch Contract-NC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-23900	Other Long-term Liabilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-24100	Fund Balance For Debt Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-24400	Fund Balance For Prepaid	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-25300	Unreserved Fund Balance	\$0.00	\$340,215.54	\$340,215.54	\$6,465,671.98	\$6,465,671.98	\$0.00
G 101-27200	FB - Nonspendable - Prepays	-\$42,147.85	\$0.00	\$0.00	\$0.00	\$0.00	-\$42,147.85
G 101-28510	FB - Rest. For Fire Truck	-\$523,000.00	\$0.00	\$0.00	\$0.00	\$25,000.00	-\$548,000.00
G 101-29200	FB - CO - ASSIGNED	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-29210	FB - CO ASG Animal Control	-\$1,515.02	\$0.00	\$0.00	\$0.00	\$0.00	-\$1,515.02
G 101-29215	FB - CO ASG Admin & PZ	-\$25,304.08	\$0.00	\$0.00	\$11,844.00	\$10,326.00	-\$23,786.08
G 101-29220	FB - CO ASG Fire Hall Remode	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-29225	FB - CO ASG PW Bridges	-\$122,593.27	\$0.00	\$0.00	\$197.19	\$1,081.81	-\$123,477.89
G 101-29226	FB - CO ASG Storm Water Mai	-\$5,500.00	\$0.00	\$0.00	\$0.00	\$3,000.00	-\$8,500.00
G 101-29230	FB - CO ASG PW Buildings	-\$23,839.91	\$0.00	\$0.00	\$0.00	\$27,685.30	-\$51,525.21

UNADJUSTED DRAFT: 08.31.2023 BALANCE SHEET

City of Crosslake

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Balance Sheet

Current Period: AUGUST 2023

Account	Last Dim Descr	Begin Yr	MTD Debit	MTD Credit	YTD Debit	YTD Credit	Current Balance
G 101-29231	FB- CO ASG PW Veh & Equip	-\$109,565.11	\$0.00	\$0.00	\$61,003.51	\$31,000.00	-\$79,561.60
G 101-29235	FB - CO ASG PW Roads	-\$245,960.77	\$1,618.00	\$0.00	\$31,115.00	\$299,195.51	-\$514,041.28
G 101-29240	FB - CO ASG Parks 80 Acre	-\$698.36	\$0.00	\$0.00	\$0.00	\$0.00	-\$698.36
G 101-29245	FB - CO ASG Park Dedication	-\$134,500.25	\$7,186.89	\$0.00	\$41,820.97	\$14,076.89	-\$106,756.17
G 101-29250	FB - CO ASG Park Fitness Equi	-\$93,034.49	\$0.00	\$0.00	\$0.00	\$13,000.00	-\$106,034.49
G 101-29255	FB - CO ASG Park Gen Cap Ex	-\$160,265.91	\$0.00	\$0.00	\$36,513.54	\$41,685.00	-\$165,437.37
G 101-29260	FB - CO ASG Library D/Pledges	-\$55,033.35	\$0.00	\$1,121.34	\$1,250.58	\$5,963.25	-\$59,746.02
G 101-29265	FB - CO ASG Police Restitution	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-29270	FB - CO ASG Police Forfeiture	-\$3,713.69	\$0.00	\$0.00	\$0.00	\$100.00	-\$3,813.69
G 101-29275	FB - CO ASG Police Equipment	-\$119,376.75	\$0.00	\$401.63	\$21,345.60	\$110,365.23	-\$208,396.38
G 101-29280	FB - CO ASG Fire Tucks	\$0.00	\$0.00	\$25,000.00	\$0.00	\$25,000.00	-\$25,000.00
G 101-29300	FB - UnRestricted Unassigned	-\$4,826,851.77	\$251,982.47	\$0.00	\$3,219,412.88	\$2,994,701.88	-\$4,602,140.77
G 101-29350	FB - UnRes Ua - Phone Co	-\$2,399,329.00	\$0.00	\$10,976.32	\$3,672,866.32	\$3,746,333.58	-\$2,472,796.26
FUND 101 GENERAL FUND		\$0.00	\$819,463.09	\$819,463.09	\$23,654,683.34	\$23,654,683.34	\$0.00
FUND 301 DEBT SERVICE FUND							
G 301-10100	Cash	\$808,789.30	\$0.00	\$0.00	\$441,850.16	\$572,742.77	\$677,896.69
G 301-10101	Restricted Cash	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 301-10400	Investments at Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 301-10500	Taxes Receivable-Current	\$7,841.90	\$0.00	\$0.00	\$0.00	\$7,841.90	\$0.00
G 301-10700	Taxes Receivable-Delinquent	\$6,251.20	\$0.00	\$0.00	\$0.00	\$0.00	\$6,251.20
G 301-10800	Allow for Uncollected Taxes	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 301-12100	Special Assess Rec-Current	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 301-12200	Special Assess Rec-Delinquent	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 301-12300	Special Assess Rec-Deferred	\$231,295.92	\$0.00	\$0.00	\$0.00	\$0.00	\$231,295.92
G 301-13100	Due From Other Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 301-13200	Due From Other Governments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 301-15500	Prepaid Items	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 301-20700	Due to Other Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 301-22200	Deferred Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 301-22280	Deferred Revenue-Property Tax	-\$6,251.20	\$0.00	\$0.00	\$0.00	\$0.00	-\$6,251.20
G 301-22281	Deferred Revenue-Spec Assmt	-\$231,295.92	\$0.00	\$0.00	\$0.00	\$0.00	-\$231,295.92
G 301-25300	Unreserved Fund Balance	\$0.00	\$0.00	\$0.00	\$104,595.78	\$104,595.78	\$0.00
G 301-28400	FB - Restricted for Debt Ser.	-\$816,631.20	\$0.00	\$0.00	\$580,584.67	\$441,850.16	-\$677,896.69
FUND 301 DEBT SERVICE FUND		\$0.00	\$0.00	\$0.00	\$1,127,030.61	\$1,127,030.61	\$0.00
FUND 405 TAX INCREMENT FINANCE PROJECTS							
iG 405-10100	Cash	\$12,086.04	\$0.00	\$71.25	\$6,150.66	\$5,744.24	\$12,492.46
iG 405-10101	Restricted Cash	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
iG 405-10400	Investments at Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
iG 405-10500	Taxes Receivable-Current	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
iG 405-11500	Accounts Receivable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
iG 405-13200	Due From Other Governments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
iG 405-20200	Accounts Payable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
iG 405-22000	Deposits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
iG 405-22200	Deferred Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
iG 405-25300	Unreserved Fund Balance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

UNADJUSTED DRAFT: 08.31.2023 BALANCE SHEET

City of Crosslake

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Balance Sheet

Current Period: AUGUST 2023

Account	Last Dim Descr	Begin Yr	MTD Debit	MTD Credit	YTD Debit	YTD Credit	Current Balance
!G 405-28500	FB - Restricted for TIF	-\$12,086.04	\$71.25	\$0.00	\$5,744.24	\$6,150.66	-\$12,492.46
FUND 405 TAX INCREMENT FINANCE PROJECTS		\$0.00	\$71.25	\$71.25	\$11,894.90	\$11,894.90	\$0.00
FUND 502 ECONOMIC DEVELOPMENT FUND							
!G 502-10100	Cash	\$15,396.78	\$0.00	\$6,358.00	\$10,764.93	\$6,854.12	\$19,307.59
!G 502-10101	Restricted Cash	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
!G 502-10102	Restricted Cash-RUS Rev Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
!G 502-10400	Investments at Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
!G 502-10500	Taxes Receivable-Current	\$267.02	\$0.00	\$0.00	\$0.00	\$267.02	\$0.00
!G 502-10700	Taxes Receivable-Delinquent	\$197.58	\$0.00	\$0.00	\$0.00	\$0.00	\$197.58
!G 502-12000	Long-Term Lease Receivable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
!G 502-13200	Due From Other Governments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
!G 502-15500	Prepaid Items	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
!G 502-20200	Accounts Payable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
!G 502-20300	Sales Tax Payable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
!G 502-20700	Due to Other Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
!G 502-20701	Due to General Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
!G 502-22200	Deferred Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
!G 502-22280	Deferred Revenue-Property Tax	-\$197.58	\$0.00	\$0.00	\$0.00	\$0.00	-\$197.58
!G 502-25300	Unreserved Fund Balance	\$0.00	\$6,358.00	\$6,358.00	\$17,619.05	\$17,619.05	\$0.00
!G 502-25400	Restricted for LT Lease Rec v	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
!G 502-29300	FB - UnRestricted Unassigned	-\$15,663.80	\$6,358.00	\$0.00	\$6,854.12	\$10,497.91	-\$19,307.59
FUND 502 ECONOMIC DEVELOPMENT FUND		\$0.00	\$12,716.00	\$12,716.00	\$35,238.10	\$35,238.10	\$0.00
FUND 601 SEWER OPERATING FUND							
G 601-10100	Cash	\$2,705.00	\$47,939.13	\$56,036.71	\$977,518.12	\$800,630.97	\$179,592.15
G 601-10101	Restricted Cash	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 601-10102	Restricted Cash-RUS Rev Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 601-10400	Investments at Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 601-11500	Accounts Receivable	\$75,022.20	\$0.00	\$0.00	\$0.00	\$1,200.00	\$73,822.20
G 601-11502	Notes Rec - Short Term Sewer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 601-11503	Notes Rec - Long Term Sewer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 601-13100	Due From Other Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 601-13200	Due From Other Governments	\$621,632.62	\$0.00	\$0.00	\$0.00	\$621,632.62	\$0.00
G 601-15500	Prepaid Items	\$5,249.91	\$0.00	\$0.00	\$0.00	\$0.00	\$5,249.91
G 601-16000	Construction In Progress	\$357,438.40	\$0.00	\$0.00	\$0.00	\$0.00	\$357,438.40
G 601-16100	Fixed Asset-Land	\$185,135.42	\$0.00	\$0.00	\$0.00	\$0.00	\$185,135.42
G 601-16200	Fixed Asset-Buildings	\$3,665,567.25	\$0.00	\$0.00	\$0.00	\$0.00	\$3,665,567.25
G 601-16210	A/D Buildings	-\$1,673,436.70	\$0.00	\$0.00	\$0.00	\$0.00	-\$1,673,436.70
G 601-16300	Improvements Other Than Bldg	\$39,327.74	\$0.00	\$0.00	\$0.00	\$0.00	\$39,327.74
G 601-16310	A/D Impr Other Than Bldgs	-\$29,832.52	\$0.00	\$0.00	\$0.00	\$0.00	-\$29,832.52
G 601-16400	Fixed Asset-Equip/Machinery	\$384,982.82	\$0.00	\$0.00	\$0.00	\$0.00	\$384,982.82
G 601-16410	Fixed Asset-Equip Depreciation	-\$316,399.86	\$0.00	\$0.00	\$0.00	\$0.00	-\$316,399.86
G 601-16500	Fixed Asset-Const in Progress	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 601-16700	Infrastructure	\$8,353,683.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,353,683.00

UNADJUSTED DRAFT: 08.31.2023 BALANCE SHEET

City of Crosslake

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Balance Sheet

Current Period: AUGUST 2023

Account	Last Dim Descr	Begin Yr	MTD Debit	MTD Credit	YTD Debit	YTD Credit	Current Balance
G 601-16710	A/D Infrastructure	-\$2,088,703.50	\$0.00	\$0.00	\$0.00	\$0.00	-\$2,088,703.50
G 601-19002	DO-GERF-Dif Exp & Act Econ	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 601-19003	DO-GERF-Chgs in Actuarial As	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 601-19004	DO- GERF City Cont. Sub.to M	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 601-19005	DO - OPEB	\$616.00	\$0.00	\$0.00	\$0.00	\$0.00	\$616.00
G 601-20200	Accounts Payable	-\$202,837.47	\$0.00	\$0.00	\$202,837.47	\$0.00	\$0.00
G 601-20300	Sales Tax Payable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 601-20600	Contracts Payable	-\$181,935.34	\$0.00	\$0.00	\$132,467.43	\$0.00	-\$49,467.91
G 601-20700	Due to Other Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 601-20800	Due to Other Governments	-\$7,181.00	\$0.00	\$0.00	\$7,181.00	\$0.00	\$0.00
G 601-21600	Accrued Wages & Salaries Pay	-\$3,028.85	\$0.00	\$0.00	\$0.00	\$0.00	-\$3,028.85
G 601-21701	Federal Withholding	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 601-21703	FICA Withholding(Incl Medicare	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 601-21740	Accrued Comp Abs due in 1 yr	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 601-21750	Accrued Compensated Absenc	-\$7,601.51	\$0.00	\$0.00	\$0.00	\$0.00	-\$7,601.51
G 601-21800	OPEB Liability	-\$8,167.71	\$0.00	\$0.00	\$0.00	\$0.00	-\$8,167.71
G 601-21801	OPEB Liability - Current	-\$69.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$69.00
G 601-21802	Deferred Inflows - OPEB	-\$3,221.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$3,221.00
G 601-22000	Deposits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 601-23950	Net Pension Liability	-\$25,899.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$25,899.00
G 601-23955	DI-GERF-Dif Exp & Act Econ E	-\$791.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$791.00
G 601-23960	DI-GERF-Chgs in Prop & Dif BT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 601-23962	DI-GERF-Net Dif BTW Proj & A	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 601-24400	Fund Balance For Prepaid	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 601-24502	DO-GERF-Net Fiff BTW Proj &	\$9,121.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,121.00
G 601-24601	DI-GERF-Cjchanges in Act. Assu	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 601-25300	Unreserved Fund Balance	\$0.00	\$0.00	\$0.00	\$60,703.38	\$60,703.38	\$0.00
G 601-26100	Net Inv. In Capital Assets	-\$5,934,826.71	\$0.00	\$0.00	\$0.00	\$0.00	-\$5,934,826.71
G 601-26600	Net Assets - Unrestricted	-\$3,216,550.19	\$56,036.71	\$47,939.13	\$769,887.25	\$666,427.68	-\$3,113,090.62
FUND 601 SEWER OPERATING FUND		\$0.00	\$103,975.84	\$103,975.84	\$2,150,594.65	\$2,150,594.65	\$0.00
FUND 651 SEWER RESTRICTED SINKING FUND							
G 651-10100	Cash	\$527,002.44	\$0.00	\$0.00	\$281,589.85	\$371,923.26	\$436,669.03
G 651-10101	Restricted Cash	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 651-10102	Restricted Cash-RUS Rev Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 651-10450	Interest Receivable on Invest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 651-10500	Taxes Receivable-Current	\$4,816.96	\$0.00	\$0.00	\$0.00	\$4,816.96	\$0.00
G 651-10700	Taxes Receivable-Delinquent	\$4,247.66	\$0.00	\$0.00	\$0.00	\$0.00	\$4,247.66
G 651-11502	Notes Rec - Short Term Sewer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 651-11503	Notes Rec - Long Term Sewer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 651-15500	Prepaid Items	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 651-15600	Deferred Charges	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 651-15620	Unamortized Discount on Bond	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 651-15621	Unamortized Premium	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 651-15625	Deferred Charges - Bond Issua	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 651-21500	Accrued Interest Payable	-\$19,997.90	\$0.00	\$0.00	\$0.00	\$0.00	-\$19,997.90

UNADJUSTED DRAFT: 08.31.2023 BALANCE SHEET

City of Crosslake

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Balance Sheet

Current Period: AUGUST 2023

Account	Last Dim Descr	Begin Yr	MTD Debit	MTD Credit	YTD Debit	YTD Credit	Current Balance
G 651-22200	Deferred Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 651-22500	Bonds Payable-Current Portion	-\$300,000.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$300,000.00
G 651-23100	Bonds Payable-Noncurrent NC	-\$2,461,000.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$2,461,000.00
G 651-25300	Unreserved Fund Balance	\$0.00	\$0.00	\$0.00	\$77,731.18	\$77,731.18	\$0.00
G 651-26100	Net Inv. In Capital Assets	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 651-26200	Net Assets - Restricted DS	-\$507,004.54	\$0.00	\$0.00	\$376,740.22	\$281,589.85	-\$411,854.17
G 651-26600	Net Assets - Unrestricted	\$2,751,935.38	\$0.00	\$0.00	\$0.00	\$0.00	\$2,751,935.38
FUND 651 SEWER RESTRICTED SINKING FUND		\$0.00	\$0.00	\$0.00	\$736,061.25	\$736,061.25	\$0.00
Grand Total		\$0.00	\$936,226.18	\$936,226.18	\$27,715,502.85	\$27,715,502.85	\$0.00



CROSSLAKE POLICE DEPARTMENT

MONTHLY REPORT

August

2023

Crosslake Police Department

Monthly Report

August 2023

911 Hangup	2	Traffic Arrest	3
Agency Assist	25	Traffic Warning	96
Alarm	17	Traffic Citation	16
Animal Complaint	5	Vulnerable Adult	0
ATV	10	Welfare Check	5
Background	2		
Burning Complaint	2		
Damage to Property	1	Total	328
Disturbance	1		
Driving Complaint	6		
Ems	35		
Fire	2		
Found Property	4		
Garbage Dumping	2		
Gun Permits	4		
Hazard In Road	4		
Information	6		
Motorist Assist	5		
Noise Complaint	2		
Parking Complaint	3		
Personal In Accident	2		
Property Damage Acc	3		
Public Assist	19		
Scam/Con	1		
Shooting Complaint	2		
Suicidal Person	2		
Suspicious Activity	1		
Suspicious Person	1		
Suspicious Vehicle	1		
Threats	1		



CROSSLAKE POLICE DEPARTMENT

MISSION TOWNSHIP MONTHLY REPORT

August
2023

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

Agency Assist	6
Damage to Property	2
Driving Complaint	1
Ems	2
Gas Leak	1
Motorist Assist	1
Property Damage Acc	1
Traffic Citation	8
Traffic Warning	41

Total	63
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Crosslake Fire Department

Date: August 2023

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Incidents

Description of Incident	Calls	YTD
3 - Rescue & Emergency Medical Services		
311 - Medical Assist - Assist EMS Crew	32	264
300 - Rescue, EMS Incident		
322 - Motor Vehicle Accident with Injuries	1	5
324 - Motor Vehicle Accident with No Injuries	1	2
351 - Remove from Elevator		
341/361/362 - Search for Person/Water Rescue/Ice Rescue		2
381 - Rescue Remove from Harm		4
Total:	34	277
1 - Fire / 2 - Overpressure Rupture, Explosion, Overheat		
111 - Building Fire		3
111 - Building Fire (Mutual Aid)		
112/118/113/114/151 - Fire Other / Chimney Fire		1
141/142/143 - Forest, Woods, Brush, Grass Fire	1	3
130/131/134/138/142 - Mobile Property/Automobile Fire/Off Road Vehicle		2
251 - Excessive Heat, Scorch burns with no ignition	1	1
Total:	2	10
4 - Hazardous Condition (No Fire)		
411 - Gasoline or other Flammable Liquid Spill		
412/421 - Gas Leak (Natural Gas or LPG), Chemical Spill		2
424 - Carbon Monoxide Incident		1
444 - Power Line Down/Trees on Road		
445 - Arcing, Shorted Electrical Equipment		
Total:	0	3
5 - Service Call		
561 - Unauthorized Burning		1
531/521 - Smoke or Odor Removal / Water Problem		
542/550/553 - Public Service/ Public Assist / 571 - Standby	2	32
551 - Agency Assist	6	19
Total:	8	52
6 - Good Intent Call		
611 - Dispatched and Cancelled en route	6	16
600/631 - Good Intent Call/Authorized Burning		
651/652 - Smoke scare, Odor of smoke		1
661 - EMS Party Transport - Aircare - Traffic Control		7
Total:	6	24
7 - False Alarm & False Call		
735/740/743/740/745 - Smoke Detector Activation - No Fire	1	12
746 - Carbon Monoxide Detector Activation - No CO		1
731 - Sprinkler Activation due to Malfunction		
Total:	1	13
8 - Severe Weather & Natural Disaster		
814 - Lightning Strike (No Fire)		
813/815 - Wind Storm/Severe Weather Standby	1	1
Total:	1	1
Total Incidents:	52	380

AFG Incident Type Report (Summary)

Basic Incident Type Code And Description (FD1.21)	Total Incidents	Civilian Injury	Civilian Death	FF Injury	FF Death	Acres Burned	Fire Acres Burned (FD5.5)	Wildland Total Acres Burned (FD17.16)
Incident Type Category (FD1.21): 1 - Fire								
142 - Brush or brush-and-grass mixture fire	1	0	0	0	0			
Total: 1								
Incident Type Category (FD1.21): 2 - Overpressure Rupture, Explosion, Overheat (No Fire)								
251 - Excessive heat, scorch burns with no ignition	1	0	0	0	0			
Total: 1								
Incident Type Category (FD1.21): 3 - Rescue & Emergency Medical Service Incident								
311 - Medical assist, assist EMS crew	32	0	0	0	0			
322 - Motor vehicle accident with injuries	1	0	0	0	0			
324 - Motor vehicle accident with no injuries.	1	0	0	0	0			
Total: 34								
Incident Type Category (FD1.21): 5 - Service Call								
551 - Assist police or other governmental agency	6	0	0	0	0			
553 - Public service	2	0	0	0	0			
Total: 8								
Incident Type Category (FD1.21): 6 - Good Intent Call								
611 - Dispatched and cancelled en route	6	0	0	0	0			
Total: 6								
Incident Type Category (FD1.21): 7 - False Alarm & False Call								
735 - Alarm system sounded due to malfunction	1	0	0	0	0			
Total: 1								
Incident Type Category (FD1.21): 8 - Severe Weather & Natural Disaster								
815 - Severe weather or natural disaster standby	1	0	0	0	0			
Total: 1								
Total: 52								

Report Filters

Incident Date Range: is between '08/01/2023' and '08/31/2023'

Agency Name: is equal to 'CROSSLAKE'

Report Criteria

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

Description

Report by Incident Type Category. Includes Total Incidents, Acres Burned and Casualty Numbers

Run Date: 09/01/2023

**NORTH AMBULANCE
CROSSLAKE**

AUGUST 2023 RUN REPORT

TOTAL CALLOUTS: **108**

NIGHT: 35 DAY: 73

No Loads:	24
Cancels:	10
Fire Standbys:	00
Police Standbys:	00
Transported Patients:	74

CROSSLAKE:	46 (14 No Load, 02 Cancel)
BREEZY POINT:	12 (02 No Load, 01 Cancel)
MERRIFIELD	10 (01 No Load, 01 Cancel)
FIFTY LAKES:	01
MANHATTAN BEACH:	00

MUTUAL AID TO:

PINE RIVER:	28 (05 No Load, 03 Cancel)
BRAINERD:	11 (02 No Load, 03 Cancel)

BLS TRANSFERS:	00
ALS TRANSFERS:	00

ALS INTERCEPTS (ADVANCED LIFE SUPPORT):

BRAINERD:	00
PINE RIVER:	00
AIRCARE:	02



CROSSLAKE PUBLIC SAFETY COMMISSION

AGENDA – August 2, 2023 9:00AM

Attendees: Heales, Seibert-Volz, Chief Maier, Mowers, Karlson, Chief Lohmiller

Guest: Mike Lyonais

1. Call to Order - 0900
2. Approve Minutes July 5, 2023 – **Motion Karlson/Mowers - Approved**
3. Creation of new city ordinance covering the public use of Marijuana – Chief Maier – See Attached
 - a. Chief Maier provided a draft of the proposed ordinance concerning the public use of hemp and cannabis products in the City of Crosslake. Chief referenced other cities that have moved forward with this ordinance and would like to get council approval as soon as possible. Seibert-Volz would like the city attorney to review the draft prior to the council making a decision on the ordinance. Chief Maier also said he spoke to Mayor Nevin and he was in favor of the ordinance.

Motion – Recommendation to City Council to move forward with the new ordinance concerning the public use of hemp and cannabis products – Chief Lohmiller/Mowers – All in Favor

Chief Maier would like to have an emergency council meeting scheduled as soon as possible to get this ordinance in place. Seibert Volz will move forward on scheduling the emergency meeting.

4. Conditional job offer to Jennifer LeBlanc for the police administrative assistant – Chief Maier
 - a. Chief Maier discussed the hiring of the new administrative assistant for the PD. Interviewed Mrs. LeBlanc last week and everyone on the interview panel thought she had a great interview and very qualified. She is currently in the same position at another PD in the county. She would like to be closer to home and lives here in Crosslake.
 - b. Chief Maier would like to give her an offer so she can give her current employer time to find a replacement. Chief Maier is requesting council have a special meeting to approve the hiring of Mrs. LeBlanc and move forward with the hiring process so she can have a start date of Sept 4, 2023.
Seibert-Volz will move forward on scheduling a special meeting to get the process moving.
5. Parking along curbs of CR 66 near driveways. How many feet? – Chief Maier
 - a. There are areas of concern on some business entrances on CR 66 where people are parking too close to the entrance making it difficult to pull out on to the road. Chief Maier will speak to Jory Danielson from the County to see if areas can be re-painted.
6. Old Business - None
7. New Business
 - a. Chief Lohmiller is looking for a designated cold storage space for seasonal equipment and fundraising tables and chairs etc. At times these items are in different buildings at public works and would like one building to store these items. Relief Association has been talking about funding a cold storage garage at the fire station. More discussion to come.
 - b. Mowers noticed some no parking signs missing on Swann Drive and would like public works to take a look at the area and replace the missing signs.
8. Adjourn – **0955 Karlson/Chief Maier**

ORDINANCE NO. ____

**CITY OF CROSSLAKE
COUNTY OF CROW WING, MINNESOTA**

**AN ORDINANCE AMENDING TITLE X, CHAPTER X OF THE
CROSSLAKE CITY CODE CONCERNING THE PUBLIC USE OF HEMP
AND CANNABIS PRODUCTS**

THE CITY COUNCIL OF THE CITY OF CROSSLAKE, MINNESOTA ORDAINS:

SECTION 1. Title X, Chapter X of the Crosslake City Code is amended to add a new Section X-X-X "Public Use of Hemp and Cannabis Products" to read as follows:

Section X-X-X Public Use of Hemp and Cannabis Products

X-X-X Definitions

The definitions in Minn. Stat. § 342.01 apply to this section. In this section:

CANNABIS FLOWER: The harvested flower, bud, leaves, and stems of a cannabis plant. Cannabis flower includes adult-use cannabis flower and medical cannabis flower. Cannabis flower does not include cannabis seed, hemp plant parts, or hemp-derived consumer products.

CANNABIS PRODUCT: Any of the following: (1) cannabis concentrate; (2) a product infused with cannabinoids, including but not limited to tetrahydrocannabinol, extracted or derived from cannabis plants or cannabis flower; or (3) any other product that contains cannabis concentrate. Cannabis product includes adult-use cannabis products, including but not limited to edible cannabis products and medical cannabinoid products.

LOWER-POTENCY HEMP EDIBLE: Any product that (1) is intended to be eaten or consumed as a beverage by humans; (2) contains hemp concentrate or an artificially derived cannabinoid, in combination with food ingredients; (3) is not a drug; (4) consists of servings that contain no more than five milligrams of delta-9 tetrahydrocannabinol, 25 milligrams of cannabidiol, 25 milligrams of cannabigerol, or any combination of those cannabinoids that does not exceed the identified amounts; (5) does not contain more than a combined total of 0.5 milligrams of all other cannabinoids per serving; (6) does not contain an artificially derived cannabinoid other than delta-9 tetrahydrocannabinol; (7) does not contain a cannabinoid derived from cannabis plants or cannabis flower; and (8) is a type of product approved for sale by the Office of Cannabis Management or is substantially similar to a product approved by that Office, including but not limited to products that resemble nonalcoholic beverages, candy, and baked goods.

HEMP-DERIVED CONSUMER PRODUCT: A product intended for human or animal consumption, does not contain cannabis flower or cannabis concentrate, and (1) contains or

consists of hemp plant parts; or (2) contains hemp concentrate or artificially derived cannabinoids in combination with other ingredients.

PUBLIC PLACE: Property owned, leased, or controlled by a governmental unit and private property that is regularly and frequently open to or made available for use by the public in sufficient numbers to give clear notice of the property's current dedication to public use but does not include the following:

- (1) a private residence including the person's curtilage or yard;
- (2) private property not generally accessible by the public, unless the person is explicitly prohibited from consuming cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products on the property by the owner of the property; or
- (3) the premises of an establishment or event licensed to permit on-site consumption.

X-X-X-X Prohibited Activity

No person shall use cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products in a public place.

X-X-X-X Penalty

Violation of this section shall be a petty misdemeanor.

SECTION 2. Effective Date. This ordinance shall be effective immediately upon its passage and publication.

ADOPTED by the City Council of the City of Crosslake, Minnesota this _____ day of _____, 2023.

CITY OF CROSSLAKE

BY: _____
David Nevin, Mayor

ATTEST:

Charlene Nelson, City Clerk

MONTHLY PLANNING & ZONING STATISTICS - CROSSLAKE

PERMITS	August-2023	Year-to-Date 2023	August-2022	Year-to-Date 2022
New Construction (Dwellings)	4	32	4	30
Septic - New	2	27	7	33
Septic Upgrades	8	25	5	25
Porch / Deck	5	36	7	43
Additions	4	33	2	20
Landscape Alterations	6	38	4	34
Access. Structures	17	47	12	38
Demo/Move	0	31	3	11
Signs	0	5	1	7
Fences	0	1	1	4
E911 Addresses Assigned	6	25	7	20
Total Permits	52	300	53	265

ENFORCEMENT / COMPLAINTS	Year-to-Date 2023	Year-to-Date Closed	Year-to-Date Open	Year-to-Date % Closed
Enforcement	12	8	4	66.6%
After-the-Fact Permits Issued	4			

CUSTOMER SERVICE STATISTICS	August-2023	Year-to-Date 2023	August-2022	Year-to-Date 2022
Counter Visits	105	713	172	698
Phone Calls	162	1292	159	1133
Email	224	1517	252	1439
Total	491	3522	583	3270

Call For Service	16	48	11	23
Shoreland Rapid Assessment Completed (Buffer)	4	36	7	16
Stormwater Plans Submitted	13	77	21	54
Site Visits	31	206	49	173

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	146	2	92	5
Passing Septic Compliance Percentage		98.6%		94.6%

PUBLIC HEARINGS	August-2023	Year-to-Date 2023	August-2022	Year-to-Date 2022
DRT	3	30	2	22
Variance	4	7	2	17
CUP/IUP	2	7	2	4
Land Use Map Amendments	0	0	0	0
Subdivisions (Metes & Bounds; Preliminary; Final)	1	5	0	5
Consolidations/Lot Line Adjustments	1	2	0	7



D. 14.

STATED MINUTES

City of Crosslake Planning Commission/Board of Adjustment

July 28, 2023
9:00 A.M.

Crosslake City Hall
13888 Daggett Bay Road
Crosslake, MN 56442

1. Present: Chair Mark Wessels; Vice-Chair Bill Schiltz; Mark Lindner; Jerome Volz; Kristin Graham; Alternate Joel Knippel; Alternate David Fuhs and Liaison Council Member Aaron Herzog

Absent: None

Staff: Peter Gansen, Planning & Zoning Administrator and Cheryl Stuckmayer, Planner-Zoning Coordinator

2. 6-23-2023 Minutes & Findings – **Motion by Volz; supported by Lindner 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.

3. Old Business-Variations are heard on their individual requests, past variances 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.

3.1 None

4. New Business

4.1 Crosslake Trio LLC – Conditional Use Permit (CUP) for an event center

July 28, 2023 Planning Commission/Board Of Adjustment Meeting

- 4.2 Jacob & Jobeth Sheldon – Revocation of the conditional use permit #2010003C for commercial storage unit
- 5. Other Business
 - 5.1 Staff report
- 6. 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.
- 7. Adjournment

**Crosslake Trio LLC
14210755**

Wessels announced the conditional use permit (CUP) request. Gansen read the CUP request, notices sent out per city ordinance and Minnesota State Statue 462 requirements, 7 comments received, project details, zoning district, stormwater management plan submitted, city sewer, history of the parcel and the surrounding parcel history into the record and included in the packet. Wessels stated, yesterday at the on-site, August 27th that the main topic of discussion was parking, the physical site parking did not match the submitted paperwork. Lindner asked Kallroos of the Crow Wing County Highway department, to clarify the letter of access reduction. A discussion with commissioners, Kallroos, applicants, representative, liaison, and staff were held on parking, such as: not matching submitted paperwork; the difficulty of it working; amount of parking; location of parking areas; parking on county road & possibly at Reed's Market; land use ordinance parking requirements; location of request; congested traffic area; future loon center; future round-about; repurposing building and the current topography in conjunction with the repurposing.

Wessels invited Severance, the applicant's representative, to the podium. Severance of Pequot Lakes, the owner's representative addressed each of the items discussed, along with alternate parking suggestions; snow removal; communications with guests on parking; planned signage; and lowering occupancy for parking/alternate parking.

Wessels commented on the parking locations/arrangement and the history on the difficulties of parking/alternate parking on existing businesses to help keep them going. Severance stated they would lower the occupancy needed to work with the parking and/or alternate parking; occupancy allowed is around 800 +/-, but we lowered it down to meet the 40-parking spot requirement; install asphalt on the side of the building to get to the back parking; lower the sewer line to drive over it.

Wessels opened the public hearing. Rosinger of Pinedale Street: would you want to live next to this; there are four event centers already in town; there is a parking issue here; Loon Center is coming; round about coming; no issue with any other business going in. Ellestad, applicant/owner: work with the rules on parking; enforce our parking; this will help grow the city; just down the road Andy's Bar & Grill has been there for years and is open until 2:00 AM; a lot of the concerns will be the same as with Andy's business there; we would set hours; enforce the rules; we tried to rent the space out for a year; this would give back to the community; we are willing to work with the parking/reduce business and grow it later; we already put a lot of time and money into the building improvements; we can be shut down if we don't go by the rules; most is just hear say; we really don't know until we open. Wessels closed the public hearing.

Lindner & Graham asked if alcohol would be served or allowed, with Ellestad stated they would have to go through all of the requirements needed to allow alcohol, but definitely not serving it ourselves.

Graham stated we need to plan for the future; the city is not slowing down; it is becoming more congested; this use does not fit the property.

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

July 28, 2023 Action:

Motion by Schiltz; supported by Volz to deny the conditional use permit for:

- **An event center**

Per the findings of fact as discussed, the on-site conducted on 7-27-2023 and as shown on the certificate of survey received at the Planning & Zoning office dated 6-6-2023 for property located at 35494 County Road 3, City of Crosslake

Findings: See attached/packet

All members voting "Aye", Motion carried.

**Jacob J & Jobeth K Sheldon
14290562**

Wessels announced the revocation of a conditional use permit. Gansen read the revocation of the conditional use permit #2010003C, the parcel history into the record and to either rescind the revocation action or move forward with it; on-site yesterday showed that the applicant seemed to be abiding by the conditions that we were looking for and are now being met. Wessels clarified that this is only for revocation not a new request, Gansen replied correct. Commissioners stated: at the on-site yesterday, July 27th, we noticed that trees were planted; debris was gone; lots of weeds on all of the properties in the area; an effort was made to clean up; the packet had well installation paperwork; comments on color; front of building doesn't look good; needs some color; white roof is blinding to the neighbors; mostly satisfied with the changes made. Schiltz asked if a concrete apron would be installed on this and the proposed location, with Sheldon stating yes. Wessels invited Sheldon, the applicant/owner, to the podium. Sheldon of Breezy Point stated they took all that was said from the last meeting and tried to go beyond; planted trees and are watering them.

Wessels opened the public hearing. Schmandt of Park Dr, commented that trees were planted but under the 6 foot barrier required; noted Breezy Point needs 10 acres to build this there; we need to do something about all of the pole buildings; weeds; spoke on other properties in the area and a lot of different problems in the area. Casper of Park Dr, spoke on screening issues and planted trees will not be a barrier, with Sheldon explaining his plan with the trees. Rosinger of Pinedale St, stated that pole buildings are becoming unmanageable. Wessels closed the public hearing. Schiltz stated that we will enforce your statements that you wrote in the packet. Wessels explained that this has been an allowable use long before this commission board. Herzog stated the current building's problems should be corrected before moving on to the next.

July 28, 2023 Action:

Motion by Wessels; supported by Lindner to rescind the revocation of the conditional use permit #2010003C for commercial storage rental, provided there is continued improvement on the items discussed.

Per the findings of fact as discussed and the on-site conducted on 7-27-2023 and as shown on the recorded document #932193, for property located at 13437 Addi Lane, City of Crosslake

Findings: See attached/packet

All members voting "Aye", Motion carried.

Other Business:

Staff report

Monthly city council report

Development Review Team (DRT) had 2 July monthly meetings (CUP structure size & Variance lake setback)

Discussion:

Herzog: 3 or 4 people have asked for a moratorium on pole barns; do you want the city council involved, commissioners, yes put it on the city council agenda. Wessels explained the allowable in commercial and residential lots. Schmandt stated there are differences between business and storage buildings in other areas. The commissioners and staff held a discussion on the pole buildings currently in Crosslake and parking; September 7th workshop decided; bring a list of pole building concerns or ideas for fixing them.

Fuhs, commission alternate, of Harbor Lane: makes good sense to deny storage building; took action to enforce past conditions; Crosslake Trio-clear that there is not enough parking

Next Month:

August 7 – Public Hearing Application deadline

August 8 – Development Review Team (DRT)

August 14 – City Council Meeting

August 24 – On-site visit

August 25 – PC/BOA Meeting -7 total: Variance-4; CUP-2; Preliminary Plat-1

Open Forum:

1. There were no open forum items

Matters not on the Agenda:

1. There were no matters not on the agenda

Motion by Schiltz; supported by Volz to adjourn at 11:07 A.M.

All members voting “Aye”, Motion carried.

Respectfully submitted,

Cheryl Stuckmayer

Cheryl Stuckmayer
Planner-Zoning Coordinator

D. 15.

CITY OF CROSSLAKE
PUBLIC WORKS COMMISSION
MEETING MINUTES
MONDAY, AUGUST 7, 2023
4:00 P.M. – CITY HALL

Pursuant to due notice and call the Public Works Commission held its regular monthly meeting on Monday, August 7, 2023 in City Hall. The following Commission Members were present: Tom Swenson, Bob Frey, Tim Berg, Gordon Wagner, and Mic Tchida. Also in attendance were City Administrator Mike Lyonais, Public Works Director Pat Wehner, Park Director TJ Graumann, Council Liaison Dave Nevin, Council Member Marcia Seibert-Volz, City Engineer Phil Martin and City Clerk Char Nelson. There were six people in the audience.

1. The meeting was called to order at 4:00 P.M. by Tom Swenson.
2. A MOTION WAS MADE BY MIC TCHIDA AND SECONDED BY BOB FREY TO APPROVE THE MEETING MINUTES OF JULY 5, 2023. MOTION CARRIED WITH ALL AYES.
3. The Commission considered a right of way (ROW) vacation request from John & Carolyn Forney and Brian & Cheryl Evenson on Whitefish Ave. John Forney provided a lengthy history of the area. Currently the applicants use the ROW as a driveway to access their properties. The driveway on the ROW was developed before either party purchased their property. The parties are now experiencing erosion problems from the ROW and are willing to pay to correct the problem if the ROW is vacated.

Mic Tchida stated that he is not in favor of vacating ROW's and stated that the property owners knew it was there when they purchased their land. Tom Swenson stated that the public does not know that it exists because it looks like a driveway and it would be a good place for the public to view the lake and keep as green space. Mr. Swenson is not in favor of giving up ROW's. John Forney stated that the erosion needs to be dealt with. Mic Tchida stated that he used landscaping to avoid erosion. Tom Swenson questioned if development on the ROW increased the erosion problem.

A MOTION WAS MADE BY MIC TCHIDA AND SECONDED BY GORDON WAGNER TO DENY THE RIGHT OF WAY VACATION REQUEST FROM JOHN AND CAROLYN FORNEY & BRIAN AND CHERYL EVENSON ON WHITEFISH AVE. After some discussion, Mic Tchida withdrew his motion and Gordon Wagner withdrew his second to the motion.

A MOTION WAS MADE BY TOM SWENSON AND SECONDED BY GORDON WAGNER TO DIRECT PHIL MARTIN AND PAT WEHNER TO REVIEW THE PUBLIC RIGHT OF WAY AND BRING TO THE PUBLIC WORKS COMMISSION IDEAS OF HOW TO FIX THE EROSION PROBLEMS. MOTION CARRIED WITH ALL AYES.

4. Joe Christensen, representative for David and Pamela Webster, reported that the Council reviewed the request to vacate this road right-of-way at its June meeting and that there was no support to do so. The applicants changed the request from vacate to relocate the existing right-of-way from its current location running through the center of the property, to the western side of the property. The new location is adjacent to an existing public right-of-way. The Park and Recreation/Library Commission was in favor of the vacation and relocation with the following conditions:
- 1) The relocated ROW will be made 20' wide on the north end at the public street and 30' wide on the south end at the lake shore so as to provide a bigger public viewing area at the top of the bluff;
 - 2) The Websters will grant an additional 10' wide conservation easement adjoining the east side of the relocated ROW to provide a green buffer strip; and
 - 3) The conservation easement will also include a stipulation that the 10' side yard setback be measured from the east side of the conservation strip.

A MOTION WAS MADE BY TOM SWENSON AND SECONDED BY MIC TCHIDA TO RECOMMEND THAT THE CITY COUNCIL APPROVE THE RIGHT OF WAY VACATION REQUEST FROM DAVID WEBSTER AND ACCEPT PROPOSED LAND ON WEST SIDE OF 14060601 AS REPLACEMENT FOR PUBLIC RIGHT OF WAY SUBJECT TO CONDITIONS PROPOSED BY PARK AND REC COMMISSION. MOTION CARRIED 4-1 WITH WAGNER OPPOSED.

A MOTION WAS MADE BY TOM SWENSON AND SECONDED BY MIC TCHIDA TO RECOMMEND THAT THE CITY COUNCIL DIRECT STAFF TO REMOVE THE "PRIVATE ROAD" SIGN ON NEWLY LOCATED PUBLIC RIGHT OF WAY. MOTION CARRIED WITH ALL AYES.

5. Phil Martin reviewed updates to the Road Improvement Plan. Mr. Martin stated that the City could sealcoat roads rather than overlay, however, sealcoat does not last as long. A lengthy discussion ensued regarding the ranking of the roads and how that is determined. Tom Swenson provided a proposed plan with the heavily trafficked roads and costs for sealcoat versus mill and overlay. Mr. Swenson suggested sealcoating roads ranked at 6 or 7.

Dick Sinclair of 14011 Tall Timbers Trail addressed the Commission and asked if the City considered the damage that would occur to the roads on the detour last summer. Mr. Sinclair stated that heavy trucks drove on them and they need repair. Patty Norgaard of 37104 Bunkhouse Road stated that traffic in Old Log Landing has increased since last summer because people realized it could be used as a short cut to their property.

Tim Berg left the meeting at 5:55 P.M.

Dick Sinclair stated that the Old Log Landing parking lot on County Road 66 had always been filled with Class 5 and the contractor filled it with sand after the sewer extension project was complete. The parking lot is washing out and needs repair. Mr. Sinclair stated that the retention pond across the street from the parking lot is full of weeds and looks terrible. He

asked if the silt fence could be removed. Phil Martin stated that staff is waiting for vegetation to grow in and that the dry summer has not helped.

The Commission discussed the road maintenance budget for 2024 and what roads to start with. Mike Lyonais stated that he would look into payment options for sealcoating because that is not an assessable project. Phil Martin stated that the City should have a road plan moving forward and an annual budget for road maintenance.

6. Pat Wehner provided updates from Public Works. Mr. Wehner reported that the new water trailer is in and it is being trimmed out with a pump and hose mount. Staff picked up the new 2-ton Chevy truck and delivered it to Crysteel to get trimmed out with box, sander, and lights. The wing will be installed once it comes in. Mr. Wehner stated that he would like to order the 2024 1-ton crew cab truck as soon as possible because delivery will be next year. There is no penalty to cancel the order. A discussion ensued whether or not the 2015 ¾-ton truck should be handed down to the Park Department.

A MOTION WAS MADE BY BOB FREY AND SECONDED BY TOM SWENSON TO RECOMMEND THAT THE CITY COUNCIL DIRECT STAFF TO ORDER A 2024 ONE TON CREW CAB, WHICH CAN BE CANCELLED, TO ADD THIS COST TO THE 2024 BUDGET, AND TO GIVE USED 2015 CHEVY 3/4 TON TRUCK TO PARK DEPARTMENT. MOTION CARRIED 3-1 WITH TCHIDA OPPOSED.

A MOTION WAS MADE BY BOB FREY AND SECONDED BY GORDON WAGNER TO RECOMMEND THAT THE CITY COUNCIL INCLUDE A 16' SNOW PUSHER IN THE 2024 BUDGET. MOTION CARRIED WITH ALL AYES.

A MOTION WAS MADE BY MIC TCHIDA AND SECONDED BY BOB FREY TO RECOMMEND THAT THE CITY COUNCIL APPROVE THE ESTIMATE FROM ANDERSON BROTHERS IN THE AMOUNT OF \$11,204.88 TO REPAIR THE FENCING ON THE BIKE/WALKING TRAIL ON WEST SHORE TRAIL. Pat Wehner stated that there are funds in the 2023 Budget to pay for the repairs and the City will need to purchase pavers. MOTION CARRIED WITH ALL AYES.

Pat Wehner stated that volunteers are needed for the Right of Way Task Force, which will review the information provided by the Park Commission on each ROW in the City and make recommendation to Council on how to handle them. There were no volunteers from the Commission.

Patty Norgaard asked who paid for the beautiful retention pond at the Log Church. Phil Martin replied that the rain garden at the church was part of the sewer extension project and was paid for with the Water Quality Grant. Ms. Norgaard stated that the retention pond at the entrance of Old Log Landing is a reflection on the City and a committee should be formed to figure out a better solution to its appearance because it looks bad. Phil Martin stated that they are aware of the issue and didn't think a committee was necessary. Mr. Martin stated that they plan to regrade and reseed it. Tom Swenson suggested taking pictures and bringing the issue to the City Council. A MOTION WAS MADE BY TOM SWENSON AND

SECONDED BY MIC TCHIDA TO RECOMMEND THAT PATTY NORGAARD SERVE ON THE RIGHT OF WAY TASK FORCE ON BEHALF OF THE PUBLIC WORKS COMMISSION. MOTION CARRIED WITH ALL AYES.

Pat Wehner reported that once the water trailer is ready, the old water truck will be put up for auction along with used Ford 1-ton dump truck.

7. Tom Swenson asked the status of shouldering. Pat Wehner replied that they do not have enough manpower. Staff planned on renting a machine this summer, but time has not allowed.
8. A MOTION WAS MADE BY MIC TCHIDA AND SECONDED BY GORDON WAGNER TO ADJOURN THE MEETING AT 6:55 P.M. AYES: ALL.



Charlene Nelson
City Clerk

D.
16.

Crosslake Park, Recreation, and Library Commission Minutes

Wednesday July 26, 2023

Crosslake Community Center 2:00pm

Present: Chair Joe Albrecht, Heather Jones, Peter Graves, Ann Schrupp, Kristin Graham, Mary Jo Fritsvold, Parks and Recreation Director TJ Graumann, City Council Liaison Jackson Purfeerst
Not in attendance: Kera Porter, Parks and Recreation Manager Jane Monson

- I. Meeting was called to order at 2:00pm
- II. Approval of Agenda
Motion to approve agenda with addition.
Peter/Ann Favor: All Opposed: None
- III. Approval of Minutes
Motion to approve minutes of June 28, 2023 meeting.
Ann/Kristin Favor: All Opposed: None
- IV. Old Business
 - A) ROW Relocation Proposal, David Webster – Joe Christensen spoke for the Websters. Joe sent a letter to TJ dated June 30, 2023, regarding the relocation, he briefly summed up the letter for us as follows, the relocate4d ROW is more accessible, more usable, there have been no objections from the DNR or public, and it allows unified property use for the owner.
The commission visited the current and proposed ROW. The property owners are willing to add a conservation easement to border the ROW. We discussed widening the ROW at the lakeshore to allow for better views. The commission proposed 20' at the road widening to 30' at the lake with a 10' easement. Joe thought his clients would be receptive to that change, they are wanting to work with us to make this work for all parties.
Motion to recommend to Council to approve moving the ROW to the western edge of the Webster property to be 20' at the road with widening to 30' at the lakeshore and include a 10' conservation easement on the east side of the ROW, with the setback to be determined at the buffer.
Peter/Ann Favor: All Opposed: None
 - B) ROW Vacation Application, Brian and Cheryl Evenson – Brian Evanson and John Forney (current owner of property on the other side of ROW) were in attendance to speak for this vacation request. John Forney spoke about the reasons they are asking for the vacation. He informed the commission that since Whitefish Ave was paved in the 90's more water has flowed onto the property via the ROW. The ROW has been used as the driveway for both adjoining properties for many years. John Forney has owned his property for 33 years and currently resides there. He is passionate about protecting the Lakes, he is a past president of WAPOA and leads the water quality group for the

Crosslakers. He is also the current President of The National Loon Center Foundation. He told us that all his neighbors on Whitefish Ave have lake access, aside from 2 houses, and he has only seen 1 person use the ROW in 33 years. According to Brian and John the significant erosion of the bluff on the Evanson property is due to the runoff from the ROW. They would like it vacated and split equally between the 2 adjoining properties; they would then have an agreement regarding the costs of the shared driveway. The issue of the ROW being maintained was brought up, the driveway and the lawn from driveway to the bluff that also includes irrigation on the ROW. John Forney informed the commission that he was given "permission" from Steve Roe, who was the mayor at the time, to install irrigation on the ROW.

Motion to recommend to Council to approve the vacation of ROW #19 to the adjoining property owners with the owners responsible for an agreement with the county to share the driveway.

Ann/Kristin

Favor: 3

Opposed: 1

V. New Business

- A) Park Dedication Consideration, Sundown Holdings, Inc – TJ sees no need to pursue land.
Motion to accept cash in lieu of land.

Ann/Peter

Favor: All

Opposed: None

VI. Other Business

A) Staff Report

- i. Pine River Overlook Park – The building has been torn apart to be used as picnic area on the east and storage on the west. It will be re-sided next week. TJ and staff will start to move wood to the park to build tables and privacy fence for bathrooms. They are also working with the dock company to get a tutorial on how to install and remove the dock. TJ has been speaking with Anderson Brothers about getting the parking area paved, there may be funds to do that this year.
- ii. ROW Update – TJ presented the compiled information to the council. There will be a task force set up to work on a plan moving forward with these. The task force will have 2 city council members (Dave and Jackson), city staff (TJ and Peter), and members from this commission and Public Works. Heather and Ann both volunteered.
- iii. Library Update – Joe gave us an update from the book sale in July. Sales were \$1,856.50, he said it was the best book sale he had been involved in. The reading program concluded in July and winners were selected. Prizes went to a 3rd grade girl and 4th grade boy. The next book sale is the first weekend of August.

B) Comments from the commission – TJ was asked for an update on the Community Center sign. TJ informed us that he had reached out for a design proof and pricing quote. He also mentioned that there may be another opportunity to go to P&Z about the variance. He plans to still run electric to the sign prior to installation so it is available if we can get approval.

C) Pequot Lakes Community Education Update –Joell was in attendance. Shrek performances had wrapped up, they had 4 sold out shows, of 6, with total attendance of 1,900.

They are currently in the proofing stages of the fall Community Ed book, should be arriving in mailboxes on August 16.

The school district had a busy previous week preparing for the funeral of Officer Jake Wallin at the High School. She stated that it was a nice opportunity for the school to give back to the community. There were 1500-2000 people in attendance.

They are looking forward to fall and bringing students back.

VII. Open Forum – none

VIII. Adjourn at 3:00 PM

Motion to adjourn

Ann/Peter

Favor: All

Opposed: None

Crosslake EDA Crosslake Economic Development Authority
Meeting Minutes

8:30 A.M. July 12, 2023 Crosslake City Hall

Members present: Dean Fitch, Patty Norgaard, John Andrews, Marcia Seibert-Volz, Roger Roy, Sandra Farder, Dave Gahn, Carla Bainbridge

Others present: Dr. Tim Houle, Crow Wing County; Diane Cash, Crosby; Jon Lubke, Crow Wing County; Jenny Max, Nisswa; Tyler Glynn, BLAEDC; Cindy, Myogeto, Crosslake Chamber; Merle Lindner, Crosslake; Corrine Hodapp, USACE; Dave Nevin, City of Crosslake, Peter Gansen, City of Crosslake; Josh Netland, Tremolo Communications; Ron Ommen, Ideal Township; Marlene Yurek, Manhattan Beach; Cheryl Stuckmayer, City of Crosslake; Jan Mosman, Emily

The regular quarterly meeting of the Crosslake EDA was called to order at 8:30 AM by Dean Fitch.

A motion was made by Marcia Seibert-Volz and seconded by Roger Roy to approve the minutes of the January 11, 2023 meeting. No further discussion. Motion carried with all ayes.

EDA Updates

City Comprehensive Plan:

As directed by the City Council, the Comprehensive Plan is being reviewed to become a more specific and more usable document. Of the nine sections, five have been reviewed and all expected to be finished by the end of the year. Community experts have been tapped for their input and this action should lead to goals that are more measurable and effective.

Business/Resident Survey:

Carla Bainbridge has done an excellent job organizing and getting the word out about the survey. There is a snapshot of the survey on the EDA website. Responses have been good. The survey will help find out what the community is thinking about.

EDA Recruitment:

Currently EDA is meeting quarterly but there is something going on weekly. Let us know if you want to be an alternate.

EDA Website:

First, thanks are needed for Tremolo Communication for their support. It could not have been completed without their help. The website helps people find out business-wise what is going on.

Schedule/Meeting:

August: Comprehensive Plan

September: Website

July/August: Survey results

Tyler Glynn of BLAEDC reported on staff working with Carla to distribute the survey. The BLAEDC staff is also working directly with businesses. Ten have been completed and overall have been positive. The survey is being publicized through social media and the chamber site. The survey is present and real time. Any questions are being directed to the EDA through the website contact form.

Patty Norgaard introduced Dr. Tim Houle. She did not know who he was before attending a Crow Wing County Commissioner meeting and seeing him in action. He is a teacher, well respected, and serious. The topic of demographics is critical for all communities. As it is budget time it is appropriate to be planning for the future.

His qualifications:

- Received Education at Hamline University
- Crow Wing County Administrator 2008 to current
- Board of Directors for Center for Rural Policy and Development
- Past President/Board of Directors Minnesota City/County Managers Association

Dr. Tim Houle stated he has been doing this work for 15 years but going on 30. Significant points on demographics:

July 1, 2019- first time Millennials were a larger part of the workforce than Baby Boomers.

How have the generations affected us?

Every generation ages.

Births underlying each generation:

- 1946-1964 Baby Boomer 76 million

- 1965-1980 Gen X 55 million

- 1981-1996 Millennial 62 million

Implications when Baby Boomers entered the education system.

- New schools

- Temporary structures

In 1990 talked about closing elementaries with the shift in demographics.

What is the implication for the workforce?

- For every 5 Baby Boomers retiring only 4 Gen X to fill job- 20% difference.

- Social Security if going to tip over

- Current generation working for previous generation

Are people sitting on sidelines?

A lot of people underemployed or do not have the required skill sets

Short of workers

Penalizing social security

20% smaller workforce has an impact through every aspect of society

Have a conversation about how many people will be here

- Impact on real estate

- Prioritizing health care

Not a sustainable trend

Wealth transfers need to be discussed

Next generation pay 20% more for us than our parents

Issue coming for social security

Innovating is not a variable, it is a constant—improving productivity

Unemployment is still rising and innovation is not enough

Increase productivity

Bring in new workers

- Immigration? Not likely

The higher the unemployment the better the capabilities

What is next?

Every generation is decreasing but not declining as rapidly

Baby Boomer decision created issue with Social Security- System will change/pivot but not go away

Told us 25 years ago—labor shortage is coming

Future planning:

- What is it doing to the community?

- Working on process

- How do we internalize it and do something about it

There will be fewer people, but it depends on whether or not you attract more people

- So many natural assets in Crosslake that it should thrive despite demographics

Don't plan in a vacuum

Conversation about housing needs

Best thing/worst thing and find the opportunities

Competing against other communities

Bring it back to the community

- What kind of things should we be thinking about?

- Competing for people

- Touristy

- Small

- Seasonal

- Sleepy

- Take into account the changing demographics

AI/manufacturing is going to happen

Automation is part of the solution

Challenge we face is to do it correctly

Home ownership is generational

30 years from now will be different

Need to plan for increases as well as decreases

How much housing is needed now/10 years/20 years?

Shifting within the generations

Solution?

Treating each other with respect, other views

TOGETHER

Compromise is not a bad thing

Trying to define what is the best thing for Crosslake?

Respect and honor the differences

Next meeting: September 6, 2023

Work groups meeting in July and August

There being no further business or announcements, Dean Fitch adjourned the meeting at 10:00 AM.

Martha Steele

Volunteer Recorder

SCORE REPORT FORM

Mo./Yr.

July

2023

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)

8,516

Corrugated Cardboard

8,516

Newspaper

-

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

-

Metal: Appliances, misc...

Commingled Materials: (includes)

46,903

%		lbs
5%	Metals- Aluminum Cans	2345
21%	Tin Cans	9850
61%	Glass-	28611
	Clear bottles	
	Green bottles	
	brown bottles	
10%	Plastic - #1 & #2 bottles	4690
3%	Rejects	1407
100%		46903

Total LBS.

55,420

0

Total Tons

27.71

0

OUT OF COUNTY Waste Disposal

Final Destination:

N/A

Disposal Site Permit # :

Tons Delivered:

NONE

Total Number of
Recycling Customers
Served this Month

1353

	Recycling Customers	%	Paper	Commingled
Brainerd	3340	45%	-	115,785
Baxter	1561	21%	-	54,114
Breezy Point	493	7%	-	17,090
Pequot Lakes	358	5%	-	12,410
Crosslake	1353	18%	-	46,903
Ironton	264	4%	-	9,152
Nisswa	117	2%	-	4,056
	7486	100%		

D.
18.

F.I.R.E.

12137 Northgate Lane

PO Box 810

Crosslake, MN 56442

42280-208

INVOICE

D.19.

DATE	INVOICE #
9/6/2023	6403

BILL TO
Crosslake Fire Department ATTN: Training Officer/Fire Chief 37028 County Road 66 Crosslake, MN 56442

<i>Fire Instruction Rescue Education Federal ID# 46-1192854 MN ID# 2759083 612-868-6744 fire@crosslake.net</i>
--

2023 Invoice Terms:
Invoices from FIRE Inc are Due within 30 Days of Receipt. Accounts not paid within terms are subject to a 10% Monthly Finance Charge,
Net 15

DATE	DESCRIPTION	RATE	AMOUNT
9/6/23	EMR Quarterly Training Wednesday September 6, 2023 1900 Instructor: Randy Kalis	650.00	650.00
Thank You For Your Business.		TOTAL	\$650.00

STATE OF MINNESOTA)

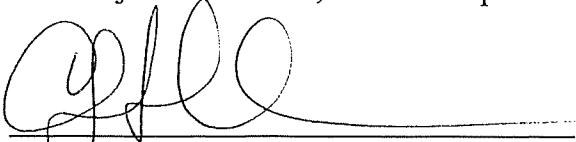
COUNTY OF CROW WING)

I, Chip Lohmiller, being duly sworn state the following:

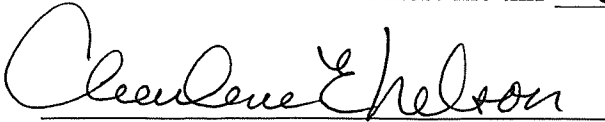
- 1) I am the Fire Chief of the City of Crosslake, Minnesota.
- 2) On 9/6/23, the following services were furnished by F.I.R.E. to the City of Crosslake: Training for Crosslake Fire Department Continuing Education. *EMS*
- 3) The price for such services was \$ 650⁰⁰ and is reimbursed through Minnesota Board of Firefighting Training and Education (MBFTE).
- 4) At the time, such services were furnished to the City, I had the following personal financial interest in this contract: I am the owner of F.I.R.E.

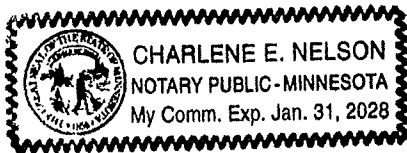
To the best of my knowledge and belief, the contract price is as low as, or lower than the price at which the services could be obtained from other sources.

I further state that this affidavit constitutes a claim against the City for the contract price, that the claim is just and correct, and that no part of the claim has been paid.


Chip Lohmiller, Fire Chief

Subscribed and sworn to before me this 6 day of September, 2023.


Notary



D. 20.

BILLS FOR APPROVAL
September 11, 2023

VENDORS	DEPT		AMOUNT
Ace Hardware, acetylene cuft	PW		49.17
Ace Hardware, spark plug	PW		3.99
Ace Hardware, door knob, bug killer	Park		44.98
Ace Hardware, cable ties, adapter	Park		30.95
Ace Hardware, carb cleaner, armor all	Park		35.16
Ace Hardware, nozzles	Fire		53.16
Ace Hardware, duplex receptacles, box cover	PW		12.97
Ace Hardware, duplex receptacle, box cover	PW		8.58
Ace Hardware, lawnmower battery, core charge	PW		94.95
Ace Hardware, marking wand, marking paint	PW		57.97
Ace Hardware, hardware	PW		1.59
Ace Hardware, trimmer line	PW		23.99
Ace Hardware, screws	Park		6.78
Ace Hardware, wasp killer	PW		4.99
Ace Hardware, hardware	Park		12.58
Ace Hardware, batteries, wire	PW		128.56
Ace Hardware, pole saw	PW		150.00
Ace Hardware, hardware	PW		9.99
Ace Hardware, hardware	PW		4.99
Ace Hardware, power bits	Park		9.18
Ace Hardware, shovel, driver	Park		55.97
Ace Hardware, battery for elevator	Gov't		31.99
Ace Hardware, glue traps	Cemetery		15.18
Ace Hardware, plug, connector	Fire		34.98
Ace Hardware, fly traps, floor mat	Fire		80.86
Ace Hardware, trufuel	Fire		28.99
Ace Hardware, marking paint, hammer, rodent control	Sewer		63.95
Aspen Mills, uniform	Fire		138.34
Aspen Mills, uniform	Fire		68.06
Aspen Mills, uniform	Fire		396.85
AT&T, cell phone and ipad charges	ALL		1,238.34
AW Research, water testing	Sewer		653.40
Baker & Taylor, books	Library		194.17
Banyon Data Systems, fund accounting and payroll support	Admin		1,680.00
BCA, background check	Park	pd 8-29	15.00
Bobby Willard, per diem meal reimbursement	Police		15.00
Bolton & Menk, general engineering	PW		2,267.50
Bolton & Menk, cemetery platting	PW		3,708.50
Bolton & Menk, gis platform development	PW		4,458.00
Bolton & Menk, manhattan pt blvd drainange	PW		4,075.50
Bolton & Menk, road improvement plan	PW		3,405.50
Bolton & Menk, moonlite bay sewer extension	Sewer		1,194.00
Bolton & Menk, 2022 road improvements	PW		582.00
Brainerd Medical Supply, medical supplies	Fire		1,155.51
Breen and Person, legal fees	ALL		1,839.06
Build All Lumber, rebar, stakes	Park		123.43

Carla Bainbridge, reimburse for survey expense	EDA		99.00
Chamber of Commerce, annual contribution	Gov't		3,500.00
City of Crosslake, sewer utilities	ALL		165.00
Clean Team, september cleaning	ALL		4,171.25
Cody Haines, per diem meal reimbursement	Police		15.00
Command LLC, aerial test	Fire		900.00
Council #65, union dues	Gov't		359.56
Crosslake Demolition, trash removal	PW		487.50
Crosslake Demolition, trash removal	Park		200.00
Crow Wing County Land Services, address assignments	Gov't		125.00
Crow Wing County Recorder, filing fees	PZ		92.00
CTC, web hosting	Gov't		10.00
Culligan, cooler rental and water	ALL		281.25
Custom Fire, chassis	Fire		260,000.00
Dacotah Paper, janitorial supplies	Park		647.95
DeLage Landen Financial Services, copier lease	Park		117.00
Delta Dental, dental insurance	ALL		1,611.99
Demco, labels, paper, stamp	Library		139.51
Digital Horizons, troubleshoot audio issues	Gov't		231.25
East Side Oil, filter recycling	Gov't		25.00
Fire Catt, fire hose testing	Fire		3,534.00
Fire Safety USA, transducer, pressure switch	Fire		394.00
First Supply, curb stops, curb boxes	PW		546.83
First Supply, hepex tube, staples	PW		840.94
Fortis, disability insurance	ALL		933.10
Forum Communications, ordinance 384	Gov't		25.62
Forum Communications, meeting notice of 9/22/23	PZ		36.36
Galls, uniform	Police		85.36
Galls, uniform	Police		11.07
Game Time, playground equipment	Park		350.76
Guardian Pest Solutions, pest control	Gvt/Park	pd 8-15	71.00
Holiday, fuel	PW		24.06
Jake Maier, per diem meal reimbursement	Police		15.00
Kirvida Fire, annual pump tests, oil changes	Fire		6,223.31
Knife River, cement	Park		938.00
Lakes Area Rental, woodcuts	PW		49.98
League of MN Cities, membership dues	Gov't		3,108.00
Linescape Linestripping, manhattan, whitefish, west shore	PW		8,794.00
Madden Galanter Hansen, labor attorney fees	Gov't		1,766.52
Mastercard, Adobe, monthly premium	ALL		88.01
Mastercard, Alto Edge, transcription foot pedal	Police		158.19
Mastercard, Amazon, prime monthly premium	Gov't		14.99
Mastercard, Amazon, router, wireless bridge, cameras	PW/Park		831.57
Mastercard, Amazon, labels	Park		6.88
Mastercard, Amazon, receipt books	Park		37.38
Mastercard, Amazon, brushless chainsaw kit	Park		349.00
Mastercard, Amazon, conference speakerphone	PW		24.99
Mastercard, Amazon, tennis nets	Park	pd 8-22	285.98
Mastercard, Amazon, paper	Park	pd 8-22	17.49
Mastercard, Amazon, paper	Park	pd 8-22	4.79
Mastercard, Amazon, paper	Park	pd 8-22	14.99

Mastercard, Amazon, hose	Park		28.55
Mastercard, Amazon, edger blades	Park		21.99
Mastercard, Amazon, tv	Police		119.99
Mastercard, Amazon, tables, wall mount	Police		294.76
Mastercard, Amazon, hdmi adapter, keyboard, mouse	Police		57.63
Mastercard, Amazon, plug	Park		8.22
Mastercard, Amazon, sign, hdmi, hooks	Police		26.37
Mastercard, amazon, thermal paper	Police		16.14
Mastercard, Boot Barn, uniform	Park		169.99
Mastercard, Cedar Chest, employee recognition	PW		27.30
Mastercard, Chemspa, gym equipment wipes	Park	pd 8-22	576.71
Mastercard, DFW Stickers, qr code stickers	Park		43.30
Mastercard, Docsend, email bills	Sewer		4.34
Mastercard, ESRI, annual gis renewal	PZ		1,113.00
Mastercard, Gemplers, strainer	Park	pd 8-22	14.77
Mastercard, Microsoft, monthly premium	Fire		17.71
Mastercard, Microsoft, monthly premium	Police		75.16
Mastercard, MN Fire Chiefs Cert Board, recertifications	Fire		78.75
Mastercard, Radiant Spa, sauna fees, reimb by relief assn	Fire	pd 8-22	94.36
Mastercard, Witmer, radio straps	Fire		836.09
Mastercard, Zoom, monthly premium	Gov't		65.99
Menards, suction hose, hardware	Sewer		123.95
Menards, 20x100 poly clear foam, foamboard staples	PW		1,084.45
Menards, hardware	PW		23.06
Midwest Security, fire monitoring service	Fire		1,463.76
MN Dept of Labor & Industry, um pressure vessel	Gov't		10.00
MN Life, life insurance	ALL		308.70
MN NCPERS, life insurance	Gov't		80.00
MN OSHA, violation fees	Gov't		450.00
MNPEA, union dues	ALL		273.00
Moonlite Square, fuel	Park		10.88
Moonlite Square, fuel	Park		21.53
Moonlite Square, fuel	Park		10.51
Motorola Solutions, cameras	Police		15,475.20
MR Sign, address sign	PW		46.43
Napa, battery	PW		117.70
Napa, 50/50 ext life	PW		15.98
Northland Press, ordinance 384	Gov't		11.00
Northland Press, book sale ad	Library		88.00
Northland Press, soccer sign up ad	Park		176.00
Northland Press, survey ad	EDA		620.00
Oriental Trading, halloween party	Park		75.92
Pat Martin, per diem meal reimbursement	Police		15.00
Premium Concrete, pole shed floor	Sewer		11,990.00
Quadient Leasing, postage meter rental	Gov't		219.54
Shawn Peterson, uniform reimbursement	Park		188.00
Simonson Lumber, lumber	Park		50.49
Specialty Solutions, insect control	PW		1,107.50
Teamsters, union dues	Police		317.00
The Office Shop, copy paper	Park		57.50
The Office Shop, minute paper	Admin		228.48
The Office Shop, binder clips	Gov't		14.88

The Office Shop, pens	Admin		10.86
The Office Shop, ink	Fire		318.64
The Office Shop, chair	Police		299.00
The Office Shop, nameplate	PZ		15.74
The Police and Sheriffs Press, id cards	Police		110.65
The Police and Sheriffs Press, id cards	Fire		93.05
TJ Graumann, mileage reimbursement	Park		87.53
Tony Marks, per diem meal reimbursement	Police		15.00
Tremolo Communications, phone, fax, cable, internet	ALL		2,496.31
Tri County Septic, septic designs and inspections	PZ		1,400.00
Ultimate Safety Concepts, sensor cover, calibration	Fire		324.44
US Bank, copier lease	ALL		165.00
Waste Partners, trash removal	ALL		926.44
Wicks Advanced Drain Cleaning, hydro jet lines	Fire		225.00
Xcel Energy, gas utilities	ALL		357.05
Xtona, monthly i.t. billing	ALL		2,515.00
TOTAL			378,750.33

ACH PAYMENTS

Medica, health insurance	Payroll	pd 9-1	28,395.87
Deferred Comp, employee deductions	Payroll	pd 8-17	280.00
Deferred Comp, employee deductions	Payroll	pd 8-29	280.00
Health Care Savings Plan, employee deductions	Payroll	pd 8-17	881.22
Health Care Savings Plan, employee deductions	Payroll	pd 8-29	2,486.73
IRS, payroll tax	Payroll	pd 8-17	9,424.23
IRS, payroll tax	Payroll	pd 8-29	13,726.27
IRS, payroll tax	Payroll	pd 9-6	5,653.24
MN Dept of Revenue, payroll tax	Payroll	pd 8-17	1,976.59
MN Dept of Revenue, payroll tax	Payroll	pd 8-29	2,851.61
MN Dept of Revenue, payroll tax	Payroll	pd 9-6	739.87
PERA, payroll deductions and benefits	Payroll	pd 8-17	8,777.68
PERA, payroll deductions and benefits	Payroll	pd 8-29	10,261.19
Sales Tax	ALL	pd 8-21	633.00

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
Roger Schwieters	\$50.00	Police Department
Crosslake Firefighters Relief Association	\$94.36	Sauna Expenses
PAL Foundation	\$105.00	Bridge Club Room Rental
PAL Foundation	\$770.24	Memorial Bench
PAL Foundation	\$1,780.00	Fun in the Park Program
PAL Foundation	\$4,522.33	Pine River Overlook Park

; 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 11th day of September, 2023.

David Nevin
Mayor

ATTEST:

Michael R. Lyonais
City Administrator (SEAL)

E. 2.

WIDSETH

Brainerd/Baxter

7804 Industrial Park Road
PO Box 2720
Baxter MN 56425-2720

218.829.5117
Baxter@Widseth.com
Widseth.com

LAKES FOUNDATION TRAIL FEASIBILITY REPORT

September 7, 2023

**Prepared for
LAKES Foundation**

WIDSETH No. 2023-11114

LAKE FOUNDATION TRAIL

FEASIBILITY REPORT

Prepared for
LAKE Foundation

WIDSETH NO. 2023-11114

I hereby certify that this report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

	41983	
Aric Welch	License Number	Date
Professional Engineer		

LAKE FOUNDATION TRAIL

FEASIBILITY REPORT

TABLE OF CONTENTS

Certification Sheet.....	CS
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Existing Conditions	3
Proposed Improvements	7
Estimated Project Costs.....	8
Conclusions and Recommendations.....	9

APPENDICES

Project Figures	Appendix A
Trail Typical Sections Sheet.....	Appendix B
Preliminary Estimate of Cost	Appendix C

STATEMENT OF PURPOSE

The Project Area is located along the southeast side of Cross Lake in the City of Crosslake , MN. The project includes the construction of a bituminous surfaced, non-motorized, multi-modal trail that will stretch approximately 13,500 linear feet. Areas involved with this project, along with a brief description of the proposed trail route are as follows:

- North of the County Road 103 from Perkins Road (connect to existing bituminous trail) to Happy Landing Road.
- East side Happy Landing Road from County Road 103 to East Shore Road.
- North side of East Shore Road from Happy Landing Road to County Road 3.
- West side of County Road 3 from East Shore Road to the south side of Sand Pointe Drive and County Road 3 intersection.

The proposed construction of this trail will serve as a connection from the bituminous trail that currently ends at Perkins Road and County Road 103, to the bituminous trail that currently ends on the north side of Sand Pointe Drive and County Road 3. The trail will provide a route for pedestrian and non-motorized travel.

This Report will review existing conditions, propose feasible improvements, estimate project costs, and present conclusions and recommendations for the Project Area.

The Project Area is shown in Exhibit A on page 2.



EXISTING CONDITIONS

Zoning and Land Use

The Project Area consists mostly of developed properties. Zoning in the project area along the north of side of County Road 103 is Rural Residential 5 in most areas, except for the first parcel to the east of Perkins Road which is zoned Shoreland District.

Zoning along the project area adjacent to Happy Landing Road and East Shore Road is Shoreland District, except for the first two parcels on the east side of Happy Landing Road which are zoned Rural Residential 5.

The properties along the west side of County Road 3 from East Shore Road to 240' south of Riverwood Lane are zoned as Shoreland District. From 240' south of Riverwood Lane to 350' north of Riverwood Lane is zoned as Public on the west side of County Road 3. Properties from 350' north of Riverwood Lane to the end of the project area are zoned as Limited Commercial on the west side of the roadway.

Right-of-Way Corridors

The County Road 103 corridor, from Perkins Road to Happy Landing Road, appears to consist of a 66' platted right-of-way. The area around the intersection of County Road 103 and Perkins Road appears to have extra right-of-way area.

The Happy Landing Road corridor, from County Road 103 to East Shore Road consists mostly of plated 66' right-of-way. Happy Landing Road from County Road 103 to approximately 370' North has a platted right-of-way on the west side of the road but is missing platted right-of-way on the east side.

The East Shore Road corridor from Hapy Landing Road to County Road 3 consists of an 66' platted right-of-way.

The County Road 3 corridor consists mostly of a platted right-of-way that varies in width. County Road 3 from the intersection of East Shore Road to approximately 1,340' north does not have a platted right of way but appears to be 120' wide. From 1,340' north of East Shore Road

to 620' south of Sand Pointe Drive there is a 120' platted right of way except for a short section to the west of Riverwood Lane. This section appears to be 120' wide but will require verification. County Road 3 from 620' south of Sand Pointe Drive to 300' south of Sand Pointe Drive consists of a 110' platted right-of-way. From 300' south of Sand Pointe Drive to the intersection there is a 100' platted right-of-way with extra area at the intersection.

Utilities

The project area has various private utilities that exist within the established right-of-way. Along County Road 103 and Happy Landing Road there is a small number of electrical transformers and communications pedestals that exist near the edge of right-of-way and between lot lines. East Shore Road appears to have main utilities that run along the north side of the road with many electrical transformers and communications pedestals that exist at the edge of right-of-way and between lot lines. County Road 3 has areas with major electrical transformers along with vaults and pedestals for communications. The utilities on County Road 3 also appear to be near the existing right-of-way.

Please note, the information regarding private utilities in the project contained in this report is based off of visual observations only. No formal utility locates or requests for mapping were completed for this report.

Roadways Adjacent to Project Area

County Road 103 from Perkins Road to Happy Landing Road is a 32' wide, bituminous surface, county highway with swales and ditches. The roadway consists of two 16' drive lanes and a paved shoulder on each side. A pedestrian trail abuts the roadway south of Perkins Road, but no trail follows the roadway in the project area.

Happy Landing Road from County Road 103 to East Shore Road is a 24' wide, bituminous surface, rural roadway with swales and ditches. The roadway currently has no pedestrian trail that follows along it.

East Shore Road from Happy Landing Road to County Road 3 is a 24'-26' wide, bituminous surface, rural roadway with swales and ditches. The roadway currently has no pedestrian trail

that follows along it.

County Road 3 from East Shore Road to Sand Pointe Drive is a varying in width, bituminous surface, county highway with swales and ditches. A pedestrian trail runs adjacent to the road north of Sand Pointe Drive, but currently no trail follows the roadway in the project area.

Ditch Drainage

Roadway drainage along the project area that follows County Road 103 and Happy Landing Road is managed by swales and shallow ditches located adjacent to the roadway. The land that extends past the right-of-way is relatively flat.

Roadway drainage along East Shore Road is managed by swales and ditches located adjacent to the roadway. The ditch on this roadway varies in slope, with multiple sections on the north side of the road having steep slopes. This section also includes many driveways with culverts existing underneath them.

Roadway drainage along the project area that follows County Road 3 is managed by swales and shallow ditches located adjacent to the roadway. The ditches on this roadway are larger in width than other areas of this project. Large spans of this section have extremely steep ditches. Most driveways and entrance approaches on County Road 3 have existing culverts underneath them.

Forestry and Obstructions

The proposed project area has many trees and other obstructions that exist. Along County Road 103 and Happy Landing Road it is heavily forested in the proposed work area. There is also a wooden fence that exists near the right-of-way line.

The project area on the north side of East Shore Road has large areas of forestry near and beyond the existing right-of-way. There are also multiple driveways that have landscaping, bricks, pavers, and quality grass that extend into the right-of-way.

The project area along the west side of County Road 3 has a mix of open and forested area that

is near and beyond the existing right-of-way. The typical driveway in this area has existing culverts.

PROPOSED IMPROVEMENTS

Trail Route

A 10' wide, bituminous-surfaced, non-motorized multi-use trail is proposed to start at the existing 10' wide bituminous trail along the south side of Perkins Road and County Road 103. The trail would then continue east along the north side of County Road 103 to east of Happy Landing Road. At Happy Landing Road and County Road 103 the trail will turn and head north along the east side of Happy Landing Road. The trail would then span along the north side of East Shore Road in its entirety. At East Shore Road and County Road 3 the trail will turn north and run north along the west side of County Road 3, where it will terminate at Sand Pointe Drive.

The trail will service a connection between the two bituminous trails that exist at both ends of the proposed project area. Easement or right-of-way for the trail will need to be secured along merely all trail sections of County Road 103, Happy Landing Road, and East Shore Road. Sections of County Road 3 may also require easement or right-of-way to be secured as part of the proposed construction.

Stormwater Improvements

As a result of constructing the trail, a large amount of grading and earthwork will need to be completed to insure proper drainage in the project area. Areas with steep ditches will require extra excavation and dirt work to ensure proper sloping. Certain sections of the trail will also require culverts to be installed to direct stormwater.

Right of Way and Property Acquisition

The construction of the trail will require an additional right-of-way or easement to be dedicated along the trail side of County Road 103, Happy Landing Road, and East Shore Road. Additionally, the trail may require additional right-of-way or easement to be dedicated along sections of County Road 3.

The proposed improvements in the Project Area are shown in Figures 1 - 6 and 8 - 12 in App

ESTIMATED PROJECT COSTS

Estimated project costs for the proposed improvements are summarized below:

LAKE Foundation Trail Estimate of Cost

Estimated Construction Cost:	\$1,251,205
Contingencies:	<u>\$250,240</u>
Subtotal:	\$1,501,445
Engineering, Administration, Financing, Legal Fees:	\$375,360
Property Acquisition:	\$193,910

ESTIMATED TOTAL PROJECT COST: \$2,070,715

The costs estimated herein are intended to convey a general and approximate picture of the costs that would presumably be incurred today in carrying out the proposed work. Costs can vary widely depending upon many factors such as weather, economic conditions, size of project, and the workload of available contractors. Actual costs can only be determined by bidding the project. Detailed breakdowns of the estimates are provided in Appendix B. Costs estimated above include estimated construction costs, 20% contingencies, costs incurred to date and estimated soft costs including engineering, administration, financing, legal fees, and estimated property acquisition costs.

These costs are calculated in 2023 dollars and need to be updated in the future based on the current economic conditions at the time the project is being considered.

The Engineer's Estimate is located in Appendix B.

CONCLUSIONS AND RECOMMENDATIONS

LAKES Foundations Trail

This Project Area includes County Road 103 from Perkins Road to Happy Landing Road, Happy Landing Road from County Road 103 to East Shore Road, East Shore Road in its entirety, County Road 3 from East Shore Road to Sand Pointe Drive. Proposed improvements include the construction of a 10' wide multi-modal bituminous trail that will stretch approximately 13,500 linear feet.

The cost summary for this Project Area is as follows:

Total Project Cost:	\$2,070,715
----------------------------	--------------------

In conclusion, we believe the proposed improvements are feasible. We do recommend some changes to the trail route due to factors given in the existing conditions, especially with project areas along County Road 3 and the East Shore Road corridor.

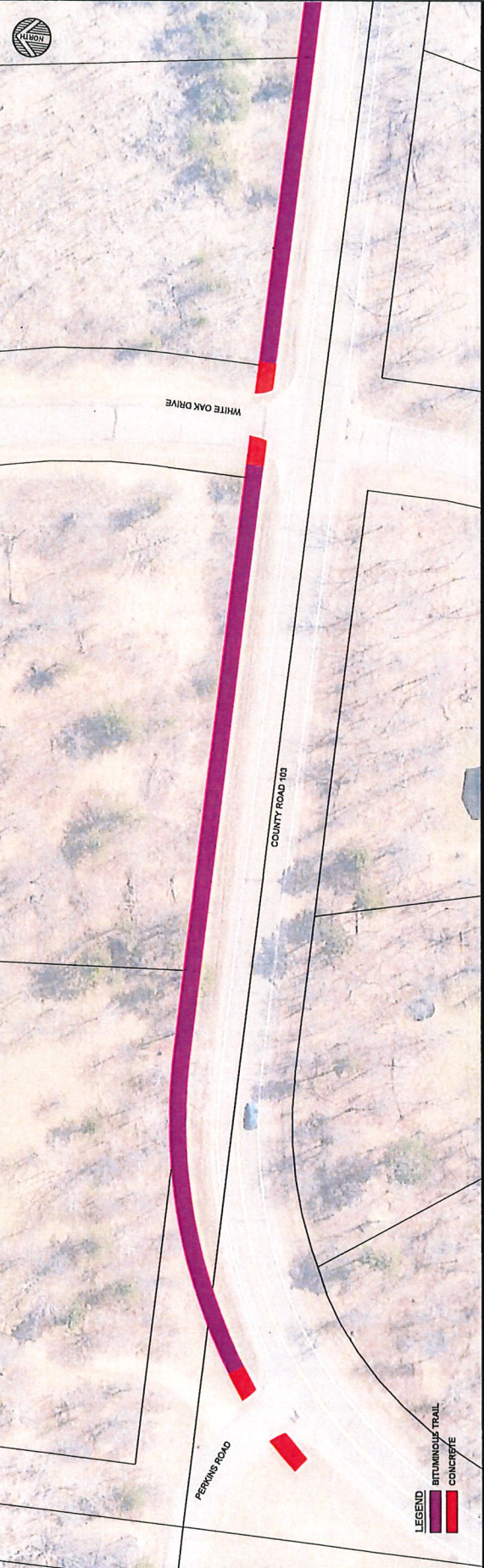
The conceptual layout has the trail to be constructed along the north side of East Shore Road in its entirety. It is our recommendation that the foundation explores the idea of moving the trail to the south side of East Shore Road. The south side of the road appears to have fewer steep ditches and swales, less utility conflict, and less area to clear and grub.

It is also our recommendation that the foundation explores the idea of constructing the northern most section of trail as an extension of the road with curb and gutter. This section of trail would span from approximately 1,200 ft south of Sand Pointe Drive to Sand Pointe Drive. The trail would be constructed very similar to the existing trail north of the project area. This would help to accommodate proper drainage because the existing ditch is extremely steep.

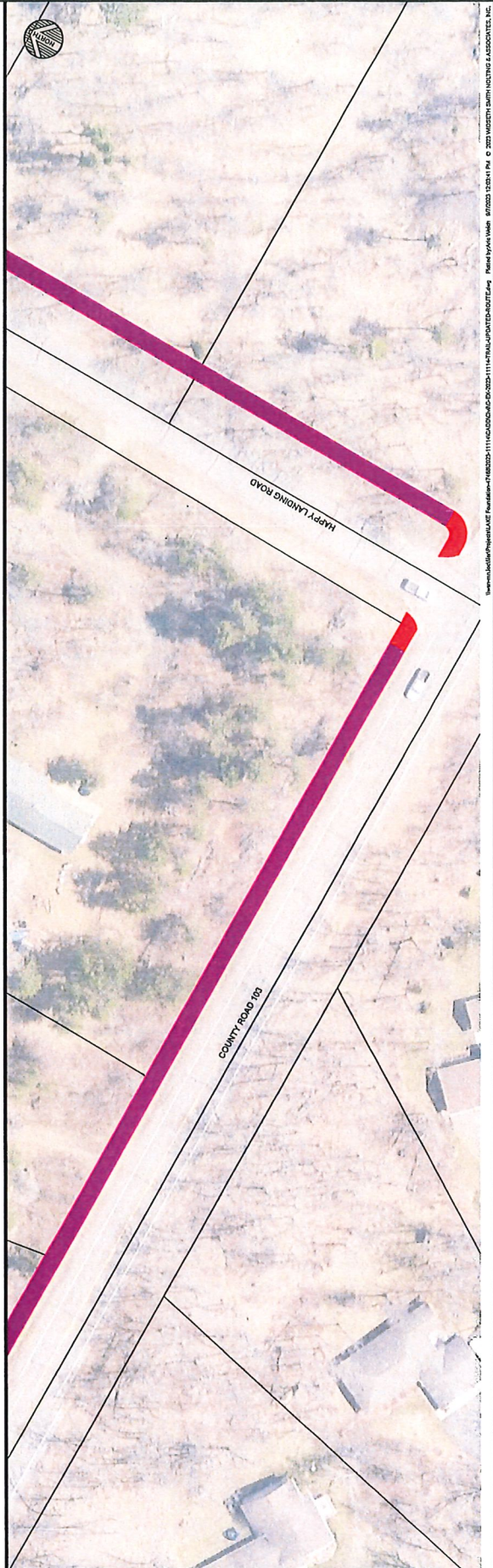
APPENDICES

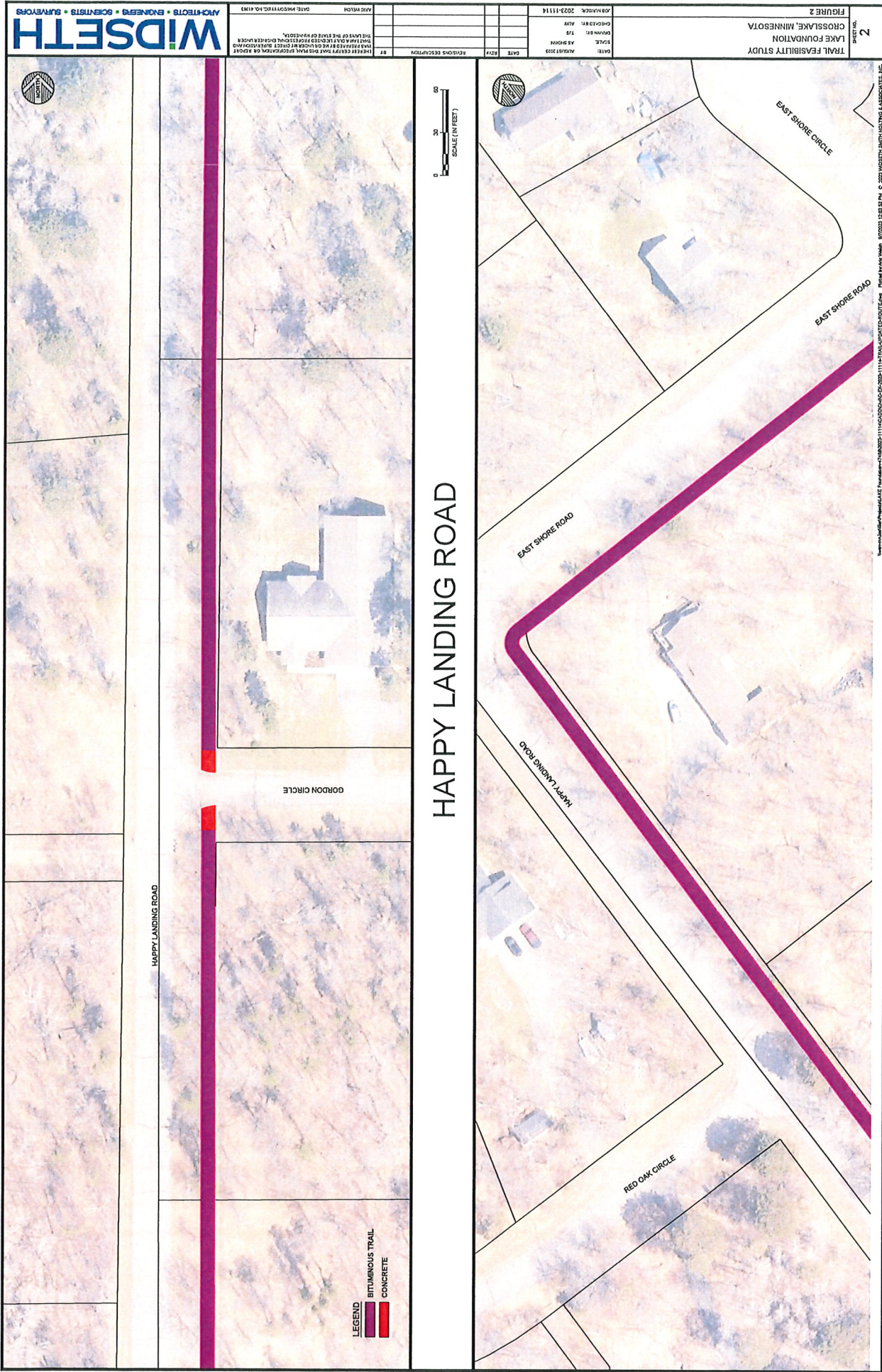
Project Figures	Appendix A
Typical Trail Sections Sheet.....	Appendix B
Preliminary Estimate of Cost	Appendix C

APPENDIX A

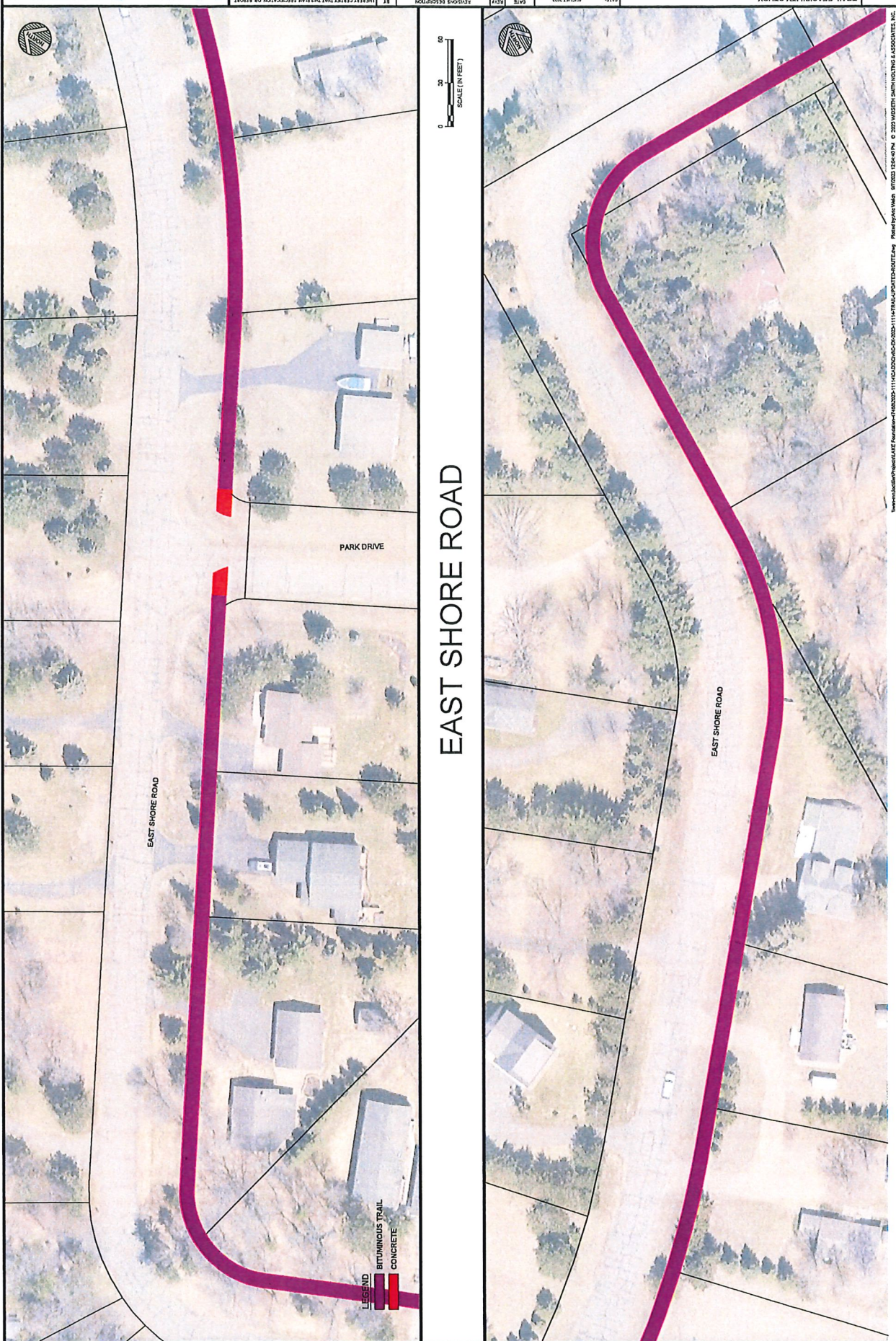


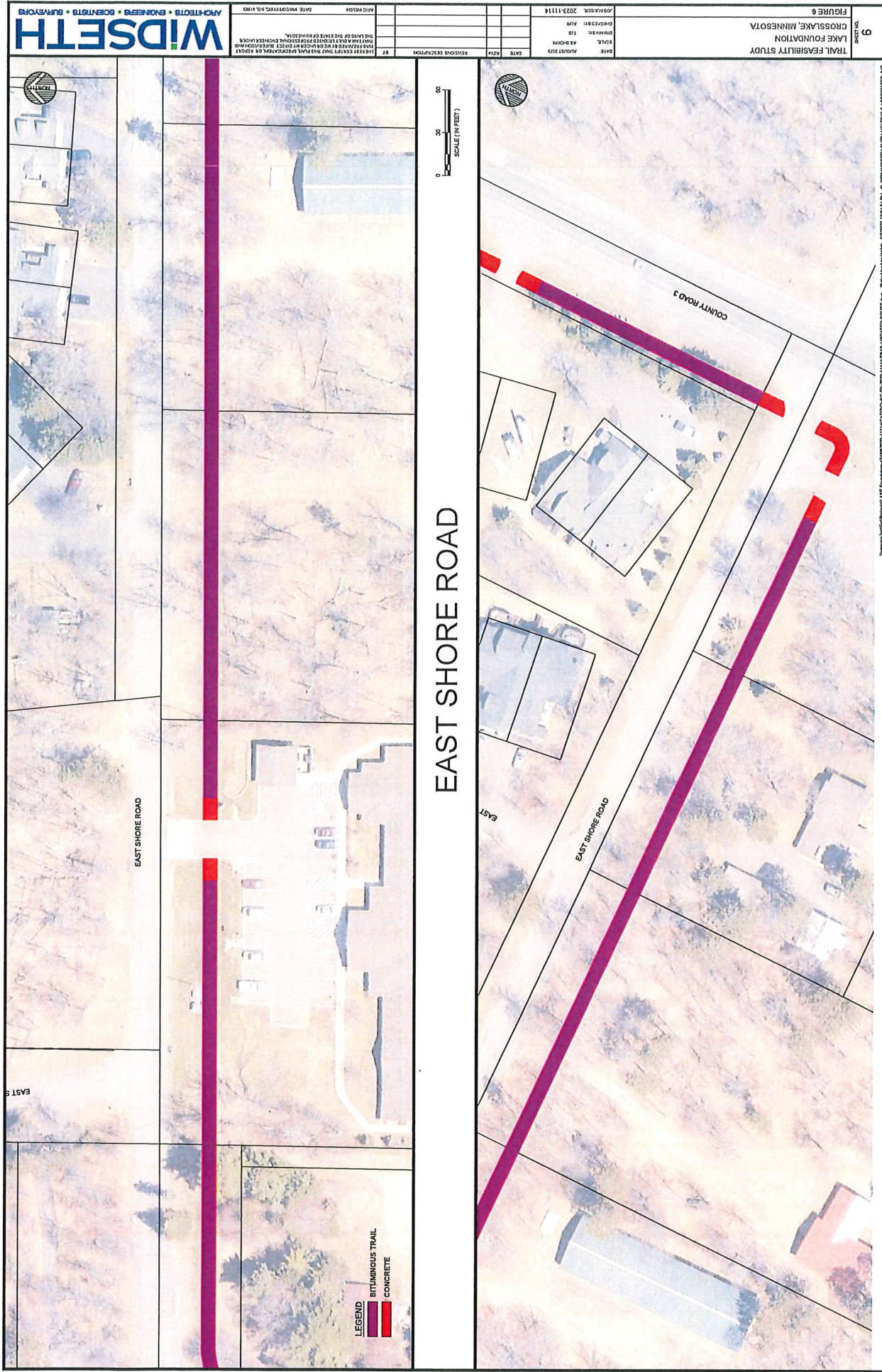
COUNTY ROAD 103











8

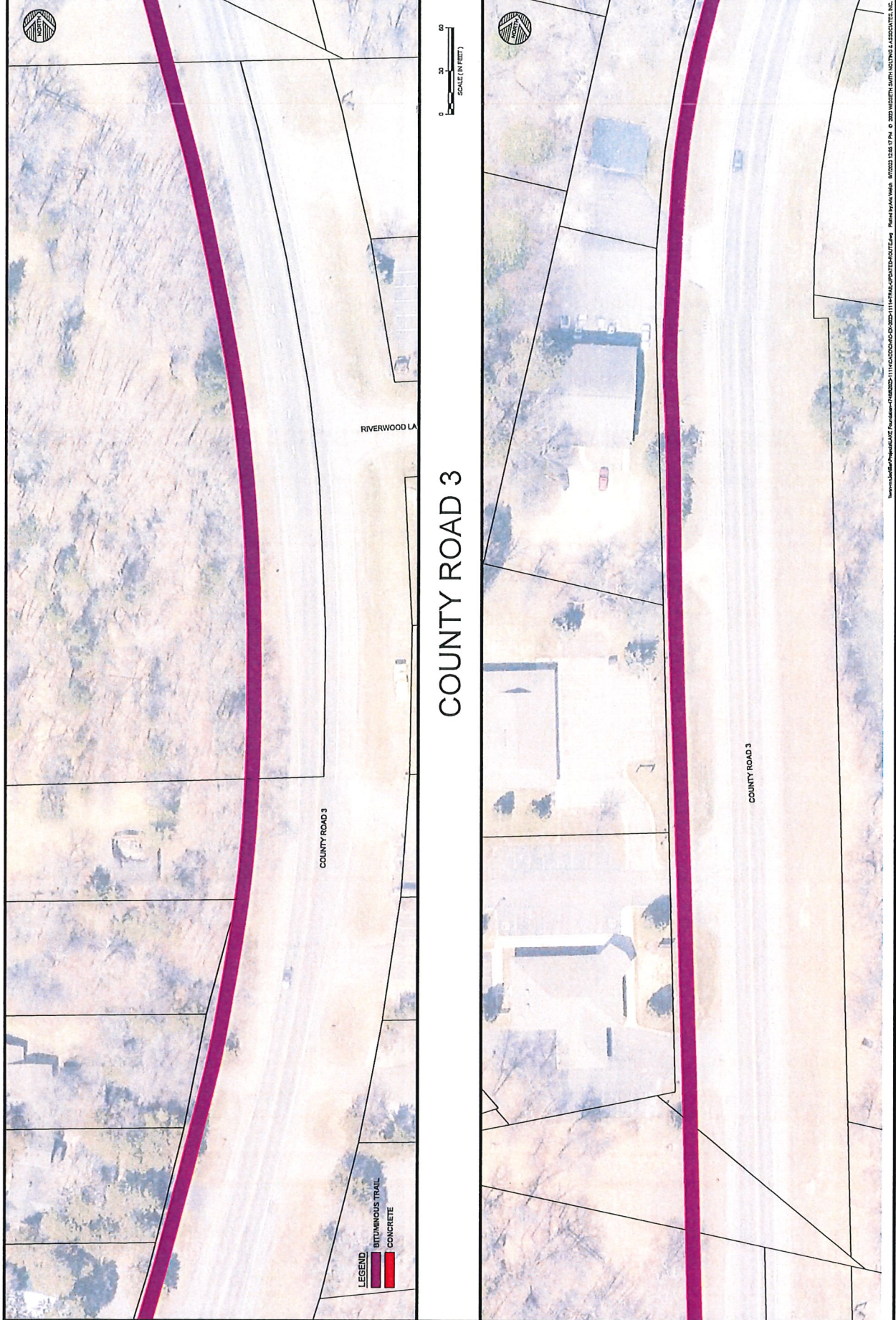
TRAIL FEASIBILITY STUDY
LAKE FOUNDATION
CROSSLAKE, MINNESOTA

DATE: AUGUST 2023
DRAWN BY: JAS
CHECKED BY: JAS
DATE: 2023-11-14

REVISIONS
NO. DESCRIPTION
DATE

DATE: 2023-11-14
DRAWN BY: JAS
CHECKED BY: JAS
DATE: 2023-11-14

WIDSETH
ARCHITECTS • ENGINEERS • SCIENTISTS • SURVEYORS

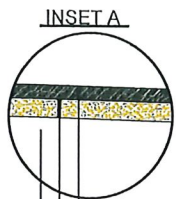




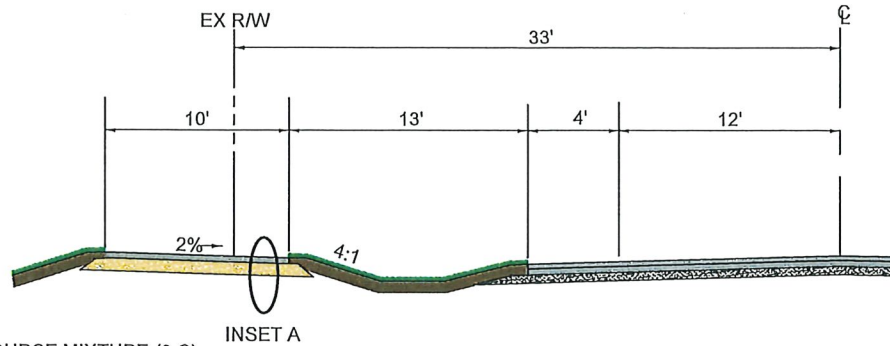
COUNTY ROAD 3



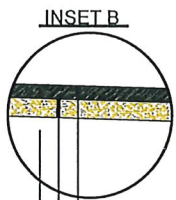
APPENDIX B



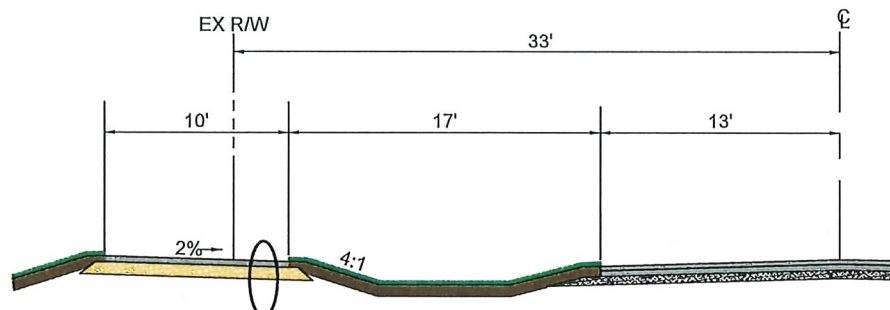
3.0" BITUMINOUS WALK
TYPE SP 9.5 WEARING COURSE MIXTURE (3,C)
4" AGGREGATE BASE CLASS 5 (CV)
BACKFILL WITH MATERIALS MEETING
THE REQUIREMENTS OF SELECT GRANULAR
BORROW



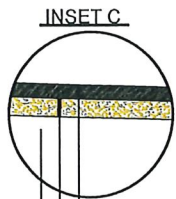
TYPICAL TRAIL SECTION
COUNTY ROAD 103



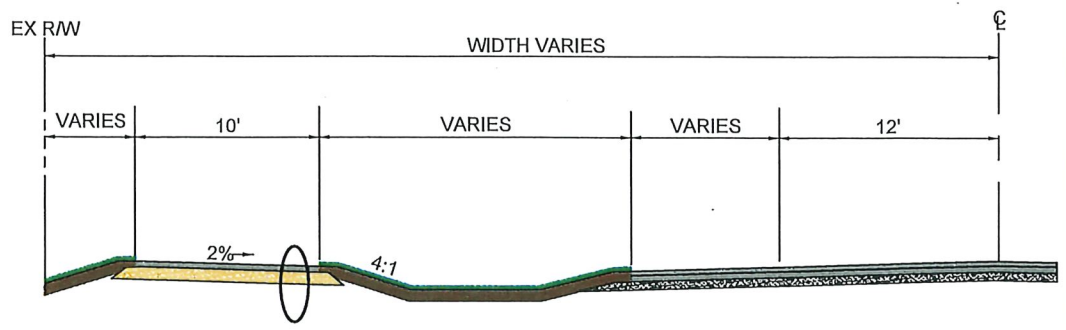
3.0" BITUMINOUS WALK
TYPE SP 9.5 WEARING COURSE MIXTURE (3,C)
4" AGGREGATE BASE CLASS 5 (CV)
BACKFILL WITH MATERIALS MEETING
THE REQUIREMENTS OF SELECT GRANULAR
BORROW



TYPICAL TRAIL SECTION
HAPPY LANDING ROAD, EAST SHORE ROAD



3.0" BITUMINOUS WALK
TYPE SP 9.5 WEARING COURSE MIXTURE (3,C)
4" AGGREGATE BASE CLASS 5 (CV)
BACKFILL WITH MATERIALS MEETING
THE REQUIREMENTS OF SELECT GRANULAR
BORROW



TYPICAL TRAIL SECTION
COUNTY ROAD 3

APPENDIX C

Preliminary Estimate of Cost (August, 2023)
Lakes Foundation Trail - 13,500 LF (2.56 miles)
Crosslake, Minnesota

Spec	Item Description	Unit	Estimated Quantity	Unit Price	Total Cost
2021.501	MOBILIZATION	LUMP SUM	1	\$70,000.00	\$70,000.00
2101.505	CLEARING	ACRE	6	\$5,500.00	\$33,000.00
2101.505	GRUBBING	ACRE	6	\$4,500.00	\$27,000.00
2104.502	SALVAGE SIGN	EACH	25	\$200.00	\$5,000.00
2104.502	SALVAGE SIGN SPECIAL (911)	EACH	40	\$75.00	\$3,000.00
2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	2000	\$3.50	\$7,000.00
2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN FT	200	\$7.00	\$1,400.00
2104.503	SALVAGE METAL CULVERTS	LIN FT	400	\$30.00	\$12,000.00
2104.503	SALVAGE WOOD RAIL FENCE	LIN FT	200	\$30.00	\$6,000.00
2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SQ YD	1120	\$5.00	\$5,600.00
2104.607	SALVAGE LANDSCAPE ROCK	CU YD	5	\$50.00	\$250.00
2105.507	COMMON EXCAVATION	CU YD	10000	\$20.00	\$200,000.00
2302.604	BITUMINOUS DRIVEWAY REPLACEMENT	SQ YD	1400	\$50.00	\$70,000.00
2501.503	INSTALL METAL CULVERT	LIN FT	500	\$30.00	\$15,000.00
2521.518	6" CONCRETE WALK	SQ FT	4800	\$20.00	\$96,000.00
2521.518	3" BITUMINOUS WALK	SQ FT	127000	\$3.50	\$444,500.00
2557.603	INSTALL FENCE (WOOD RAIL) (FROM SALVAGE)	LIN FT	200	\$45.00	\$9,000.00
2563.601	TRAFFIC CONTROL	LUMP SUM	1	\$25,000.00	\$25,000.00
2564.602	INSTALL SIGN (FROM SALVAGE)	EACH	25	\$250.00	\$6,250.00
2564.602	INSTALL SIGN SPECIAL (911) (FROM SALVAGE)	EACH	40	\$150.00	\$6,000.00
2564.618	SIGN PANEL (TRAIL CROSSING)	SQ FT	90	\$150.00	\$13,500.00
2573.503	SILT FENCE TYPE MS	LIN FT	6750	\$3.50	\$23,625.00
2573.503	SEDIMENT CONTROL LOG TYPE STRAW	LIN FT	6750	\$3.00	\$20,250.00
2574.505	SOIL BED PREPARATION	ACRE	3	\$160.00	\$480.00
2574.507	COMMON TOPSOIL BORROW	CU YD	3335	\$30.00	\$100,050.00
2574.508	FERTILIZER TYPE 3	POUND	1200	\$2.00	\$2,400.00
2575.505	SEEDING	ACRE	4	\$600.00	\$2,400.00
2575.508	SEED MIXTURE 25-151	POUND	1600	\$4.50	\$7,200.00
2575.508	HYDRAULIC REINFORCED FIBER MATRIX	POUND	15600	\$2.50	\$39,000.00
2575.607	REPLACE LANDSCAPE ROCK (FROM SALVAGE)	CU YD	5	\$60.00	\$300.00
	ESTIMATED CONSTRUCTION COST:				\$1,251,205
	CONTINGENCIES (20%):				\$250,241
	SUBTOTAL:				\$1,501,446
	ENGINEERING, ADMINISTRATION, FINANCING, LEGAL FEES (25%)				\$375,362
	PROPERTY ACQUISITION (96954 SF @ \$2 PER SF)				\$193,908
	TOTAL:				\$2,070,716



E. 3.

September 6, 2023

From: City Administrator, City Clerk, and Public Works Director

To: City Council

RE: MNOSHA Inspection at Wastewater Treatment Plant

Yesterday (September 5, 2023), the City received via certified mail, a citation and notification of penalties from the Minnesota Department of Labor & Industry OSHA Division (MNOSHA) for alleged occupational safety and health violations. The notification reports MNOSHA received a complaint on August 9, 2023, regarding 4 hazards at the Crosslake Wastewater Treatment Plant:

- Fans used without proper grounding.
- Extension cords being used as permanent wiring.
- Improper storage of acid chemicals.
- Guardrails missing.

MNOSHA performed a “no advanced notice” inspection on August 10, 2023, of the Crosslake Wastewater Treatment Plant as well as inspection of safety training records, which is done whenever a complaint is filed. MNOSHA staff met with Pat Wehner and Char Nelson that same afternoon.

The notice from MNOSHA cites “Extension cords being used as permanent wiring” was the only hazard found at the plant which is a non-serious violation carrying a penalty of \$150. Staff have since purchased fans with long cords so that extension cords are no longer required.

For the three other alleged complaints regarding storage of acid chemicals, improper grounding, and guardrails missing, MNOSHA found the City to be in compliance with standards.

The notice from MNOSHA cites the City has no formal Safety Committee which is a serious violation carrying a penalty of \$300. Employers with more than 25 employees are required to have Safety Committees. Until the meeting with Minnesota Municipal Utilities Association (MMUA) in June, staff believed the City was exempt from needing a Safety Committee because only 18 full time and regular part time employees were using the Vector Solutions online training program. The Fire Department and Police Department had their own training programs. MMUA informed us we also needed to include police, fire, council, temporary, seasonal and election judges in the total count.

At the July 10, 2023, Regular Meeting, Council heard a presentation from Mike Willetts of MMUA to assist the City with its training and OSHA compliance requirements. No Council action was taken.

Because there are numerous and continually changing requirements from the State on training requirements, staff recommends the City contract with MMUA to provide safety management for the remainder of 2023 and for 2024. The proposed 2024 Budget includes this cost.

Per the MNOSHA notice, the date by which the violations must be abated, and fines paid is 09/25/2023.

Minnesota Department of Labor and Industry

Occupational Safety and Health Division

443 Lafayette Road

St. Paul, MN 55155-4307

Phone: 651-284-5050 FAX: 651-284-5741

Citation and Notification of Penalty

To:

City of CrossLake - Waste Water Plant

13888 Daggett Bay Rd

Crosslake, MN 56442

Inspection Number: 318197043

OSHI ID: C3057

Optional Report No.: 03723

Inspection Date(s): 08/10/2023

Issuance Date: 09/01/2023

Inspection Site:

13870 Whipple Dr

Crosslake, MN 56442

The violation(s) described in this Citation and Notification of Penalty is (are) alleged to have occurred on or about the day(s) the inspection was made unless otherwise indicated within the description given below.

This Citation and Notification of Penalty (this Citation) describes violations of the Minnesota Occupational Safety and Health Act of 1973 (the Act). The penalty amounts listed herein are based on these violations. You must abate the violations referred to in this Citation by the dates listed and pay the penalties, unless within 20 calendar days from your receipt of this Citation you file a Notice of Contest with the Commissioner of the Department of Labor and Industry. Your contestation rights and other employer and employee rights and responsibilities are set out in the first three pages of this Citation. The description of alleged violations begins on page 5 of this Citation.

EMPLOYER AND EMPLOYEE RIGHTS AND RESPONSIBILITIES

Posting - The Act requires that a copy of this Citation shall be promptly posted at or near each place that an alleged violation referred to in the citation occurred or, if not practicable, in a prominent place where it will be readily visible by all affected employees. If uncontested, this Citation must remain posted until all alleged violations cited therein are corrected, or for 20 days, whichever is longer. If contested, this Citation must remain posted until the contestation is resolved.

Penalty Payment - Payment of all penalties is to be made by check or money order payable to "Minnesota Department of Labor and Industry, MNOSHA", and remitted to the Occupational Safety and Health Division at P.O. Box 64025, St. Paul, MN, 55164-0025, within 20 calendar days following receipt of this Citation. After 60 days, unpaid penalties shall increase 25 percent and shall accrue an additional interest of 10 percent per month compounded monthly until the fine is paid in full.

Effective August 1, 2003, the minimum \$25,000 penalty issued to employers with fewer than 50 employees for serious citations connected to the death of an employee may be made in five payments of \$5,000. The first \$5,000 payment is due within 20 calendar days following receipt of this Citation. The 2nd-5th payments of \$5,000 are due on the next four anniversary dates of this Citation becoming a Final Order. The Commissioner may elect to waive the 2nd-5th \$5,000 payment if in the preceding year the employer receives no citations. MNOSHA will provide written notice of the 2nd-5th payments dates or of any penalty waiver.

Notification of Corrective Action - Progress reports on correction of alleged violations not immediately abated as observed by the occupational safety and health investigator shall be submitted on the Progress Report form provided with this Citation. Written progress reports must be mailed to the address shown on the top of page 1 of this Citation by the latest abatement date on the citation, or within 30 days after receipt of the citation, whichever is earlier. Reports must state the specific corrective action taken on each cited item, the date of such action and the anticipated abatement date of uncompleted items. Additional written progress reports shall be submitted every thirty days until the items are fully abated. Facsimile (FAX) transmittal is acceptable.

All alleged violations not contested must be corrected by the abatement date specified in this Citation. A followup inspection may be made for the purpose of ascertaining that the employer has corrected the alleged violations and posted this Citation as required by the Act. Failure to correct an alleged violation by the abatement date on this Citation may result in further penalties for each day the alleged violation has not been corrected.

Petition for Modification of Abatement Date (PMA) - If, due to factors beyond reasonable control, compliance cannot be achieved by the abatement day on the citation, the employer may file a Petition for Modification of Abatement Date (PMA) to obtain an extension of the abatement time period. The PMA must be in writing and received at the address shown on the top of page 1 of this Citation prior to the expiration of the abatement date on the citation. Facsimile (FAX) transmittal of a PMA is acceptable. A copy of the PMA must be posted for ten days in the location where this Citation is posted. A copy of the PMA must also be served upon authorized employee representatives.

The employer's written petition must describe:

- 1) The action that has been taken so far to achieve compliance;
- 2) The amount of additional time needed for compliance;
- 3) The reasons why additional time is needed;
- 4) A description of the interim steps that will be taken to safeguard employees against the cited hazard;
- 5) A statement that employees have been notified of the PMA filing.

Employees have the right to file a written objection to the Commissioner regarding the employer's PMA request. A copy of the objection must be served on the employer within 10 days of the employer's posting of the PMA. The employee objection must be received by the Commissioner within 15 days of the employer's PMA request. Facsimile (FAX) transmittal is acceptable.

Employer Right to Contest - The employer has the right to a hearing to contest any or all parts of this Citation. If the employer wishes to contest, the employer must fully complete and notarize the attached NOTICE OF CONTEST AND SERVICE TO AFFECTED EMPLOYEES (Notice of Contest form) and file it with the Commissioner at the address shown on the top of page 1 of this Citation within 20 calendar days of receiving the citation.

Important: To be considered filed, all parts of the Notice of Contest form must be completed and the completed form must be deposited in the United States mail and postmarked, or otherwise timely received by the Commissioner at the above address within 20 calendar days after the date this Citation is received by the employer. You may also file electronically at (contestation.dli@state.mn.us), by facsimile (FAX), or by hand-delivering the completed form to the Department, if received no later than 4:30 p.m. on the 20th calendar day. If the employer fails to file the Notice of Contest form on time, this Citation and Notification of Penalty becomes a final order of the Commissioner which is not subject to review by any court or agency and the Occupational Safety and Health Division may file and enforce the penalty as a district court judgment without further notice or additional proceedings pursuant to Minnesota Statute § 16D.17.

Employee Right to Contest - An employee or authorized representative of employees has the right to a hearing to contest this Citation by filing a letter with the Commissioner of the Department of Labor and Industry at the address shown on page 1 within 20 calendar days of the employer's receipt of this Citation.

Important: To be considered filed, an employee letter of contest must be deposited in the United States mail and postmarked, or otherwise timely received by the Commissioner at the above address within 20 calendar days after the date this Citation is received by the employer. You may also file electronically at (contestation.dli@state.mn.us), by facsimile (FAX), or by hand-delivering the completed form to the Department, if received no later than 4:30 p.m. on the 20th calendar day. If the employee fails to file a letter of contest on time, this Citation and Notification of Penalty becomes a final order of the Commissioner which is not subject to review by any court or agency and the Occupational Safety and Health Division may file and enforce the penalty as a district court judgment without further notice or additional proceedings pursuant to Minnesota Statute § 16D.17.

Employee Right to Party Status - Affected employees or their authorized employee representatives may elect to participate as parties in the formal contested case hearing by filing written notice with the Commissioner at the address shown above at least 45 days before the start of the hearing. The notice must contain the employees' names, addresses, authorized employee representatives, if any, and a statement that they are affected employees of the cited employer.

Employer Discrimination Unlawful - Employees who believe that they have been discharged or otherwise discriminated against by any person because the employees have exercised any right authorized under the provisions of Minnesota Statutes §§ 182.65 to 182.674, may, within 30 days after such alleged discrimination occurs, file a complaint with the Commissioner of the Department of Labor and Industry at the address shown above, alleging the discriminatory act.

PENALTY INFORMATION

Types of Violations - There are 5 types of violations that may be cited by MNOSHA. They are: Nonserious, Serious, Willful, Repeat and Failure to Abate.

Penalties - In cases not involving the death of an employee, the law allows the following maximum penalties: Nonserious, \$7,000; Serious, \$7,000; Willful, \$70,000; Repeat, \$70,000; and Failure to Abate, \$7,000 per day the violation remains unabated. If a Willful or Repeat violation caused or contributed to the death of an employee, however, MNOSHA is compelled by law to assess the employer a total non-negotiable penalty of at least \$50,000 for all citations connected to the employee's death. If there are no Willful or Repeat violations among the violations that caused or contributed to the employee's death, MNOSHA must assess the employer a non-negotiable penalty of at least \$25,000 for each citation connected to the employee's death. The following violations are not subject to these minimums and will be processed according to MNOSHA's ordinary penalty system: (a) any serious violations issued to an employer with fewer than 50 employees when the victim of a workplace fatality owned a controlling interest in the business unless the Commissioner determines that a fine shall be assessed, and (b) any violations found during a fatality investigation but determined not to be connected to the death of an employee.

Credits - A penalty for a violation may be credited by as much as 95 percent, depending on the employer's good faith (up to 30%), size of business (up to 55%), and previous violation history (up to 10%). The penalties which appear on the Citation and Notification of Penalty have been reduced by the credits described.

Minnesota
Department of Labor and Industry
Occupational Safety and Health Division

Inspection Number: 318197043
Inspection Date(s): 08/10/2023
Issuance Date: 09/01/2023
OSHI ID: C3057
Optional Report No.: 03723

Citation and Notification of Penalty

Company Name: City of CrossLake - Waste Water Plant
Inspection Site: 13870 Whipple Dr, Crosslake, MN 56442

Citation 01 Item 001 Type of Violation: **Serious**

Minn. Stat. 182.676: The employer did not establish and administer a joint labor-management safety committee which holds regularly scheduled meetings and has employee members selected by the employees:

The employer did not establish and administer a joint labor-management safety committee.

Date By Which Violation Must Be Abated: 9/25/2023
Penalty: \$300.00

Minnesota
Department of Labor and Industry
Occupational Safety and Health Division

Inspection Number: 318197043
Inspection Date(s): 08/10/2023
Issuance Date: 09/01/2023
OSHI ID: C3057
Optional Report No.: 03723

Citation and Notification of Penalty

Company Name: City of CrossLake - Waste Water Plant
Inspection Site: 13870 Whipple Dr, Crosslake, MN 56442

Citation 02 Item 001 Type of Violation: **Nonserious**

29 CFR 1910.305(g)(1)(iv): Flexible cords and cables were used for purposes prohibited by subparagraphs (a) through (f) of this paragraph:

Two extension cords that powered fans in the clarifier building were used as permanent wiring.

Date By Which Violation Must Be Abated: 9/25/2023
Penalty: \$150.00

Nicole Blissenbach, Commissioner
MN Department of Labor and Industry



F. I.

Kelvin Daniels Bio

Director of Sales and Channels
Xtona

15+ years in the Industry
Security Specialist
BCP Analyst
CSSR
Technology Consultant
Managed Services Implementation Specialist
Technology ROI Consultant
Policy and Best Practice Analyst
Business Compliance Consultant
Risk and Security Analyst
LEO and DOD Compliance Analyst(CJIS/CMMC/NIST/FIPS 140-2)
Past Sector Chief of IT North Dakota InfraGard

Review Points

- CJIS compliance and upcoming changes
- PD has to make the changes
- More changes coming and increase every year
- 365 GCC compliance (US ONLY Data centers)
- Dallas PD Breach
- Augusta Ga, Wellington Fl., Fort Worth, Odessa, Hayward, Oakland, Tucson,
- Minneapolis Public Schools May 2023
- Minnesota Department of education June-Aug 2023 95,000 students
- University MN Aug 2023
- Rural communities are one of the biggest risks now because of the belief that it won't happen there.
- They are targeting whole states at a time
- More attacks... the number increase every month and day comparison
- Increase in cyber security is very important!
- Not taking the proper approach is now considered to be Negligence
- MFA
- Spam
- DNS
- Ongoing training... Needs to be added

Review proposals



Managed IT Service Proposal for City of Crosslake

Attachment	B
Created	8/10/23
Quote Expires	9/29/23

Contract Agreement Terms (pursuant to the Master Services Agreement)

TYPES OF SUPPORT	XTONA ESSENTIALS	XTONA DESK	XTONA CONTINUITY	XTONA SECURE
Co-managed Solutions				
Network Monitoring				
Firewall Monitoring				
Mobile Devices Assist				
Patch Management Desktop and Server				
Continuity Management				
QBR and Annual Planning				
IT Continuity Plan				
Proactive Hardware Management				
Anti-Virus				
Anti-Spam/Email Filtering				
Helpdesk Support				
Virtual Chief Information Officer				
Solutions Advisor				
Third-Party IT Vendor Support				
Disaster Recovery				
Cloud Storage				
Business Continuity				
Cloud Continuity				
Microsoft 365 Continuity				
Google Suite Continuity				
Enhanced Cybersecurity Solutions				
Next Gen Anti-Virus				
Dark Web Monitoring				
Anti-Spam/Email Filtering				
Advanced Email Security				
Advanced Scanning Solutions				

Xtona services support will be available during normal business hours Monday thru Friday 8 AM to 5 PM excluding holidays. Emergency after-hours is included with the Xtona Desk agreement.

XTONA Pricing Structure				
Item	One Time Cost	Monthly Cost	Qty	Notes
Labor	\$8,125		65	\$125 per hour
Totals	\$8,125.00	\$0.00		

License fees detailed above will be invoiced monthly by Xtona and may be subject to vendor price changes.

3rd Party Supplemental Items				
Supplemental Item	One Time Cost	Monthly Cost	Qty	Notes
Microsoft Exchange Online (Plan 1) for GCC		\$140.00	35	\$4 each
Office 365 GCC G3 (Government)		\$414.00	18	\$23 each
Totals		\$554.00		

3rd Party Supplemental Items are fulfilled by 3rd party purchases unless otherwise noted. The prices listed above are subject to change, based on offerings from 3rd party vendors, and are not guaranteed to be the purchase price when executed. 3rd party ship times and availability are solely determined by the 3rd party.

Any products listed above are agreed to be purchased as part of the planned order placed in the above form. The pricing above does not include applicable taxes and may be subject to additional shipping fees, etc. Sales Tax, if applicable, will be applied unless a tax-exempt certificate is provided.

General Notes and Comments

Actual License totals will be billed after onboarding is complete.

Office 365 billing will be changed to be billed directly monthly from Xtona.

The Office 365 migration project will be done on a time and materials basis not to exceed 65 hours.

The project will include the following tasks as part of the proposal

- Purchase Office365 licenses
- Verify cityofcrosslake.org domain name to add to existing GCC tenant
- Create user accounts
- Work with the City to pick a cutover day to redirect new e-mail to Office 365
- Export existing e-mail data and import the data into Office 365

Customer Information	
Contacts	
Primary Contact	Mike Lyonais
Contact Phone	218-821-0259
Contact Email	mlyonais@crosslake.net

Devices			
Supported Devices		Servers	
		Sites	

Agreement of Terms

Any tasks, incidents, or projects performed outside of this scope will be billed at \$125/hr and will be approved by the customer prior to execution. Any items that require on-site work will be billed at \$125/hr plus expenses, if applicable. Increases in per-month-per-user seat licenses will be trued up as those quantities are increased.

The initial term will commence on the date of execution of this Attachment unless otherwise agreed upon.

This attachment will auto-renew annually unless written notice is given at least 60 days prior to the end of the term to sales@xtona.com. All terms are pursuant to the Master Service Agreement. The initial term will commence on the date of execution of this Attachment unless otherwise agreed upon.

Alpenglow Technologies, LLC d/b/a XTONA

Kelvin Daniels
<i>Name</i>
<i>Title</i>
<i>Signature</i>
<i>Date</i>

City of Crosslake

<i>Customer</i>
<i>Title</i>
<i>Signature</i>
<i>Date</i>



Managed IT Service Proposal for City of Crosslake

Attachment	B
Created	9/6/23
Quote Expires	10/6/23

Contract Agreement Terms (pursuant to the Master Services Agreement)

TYPES OF SUPPORT	XTONA ESSENTIALS	XTONA DESK	XTONA CONTINUITY	XTONA SECURE
Co-managed Solutions				
Network Monitoring		X		
Firewall Monitoring		X		
Mobile Devices Assist		X		
Patch Management Desktop and Server		X		
Continuity Management		X		
QBR and Annual Planning		X		
IT Continuity Plan		X		
Proactive Hardware Management		X		
Anti-Virus		X		
Anti-Spam/Email Filtering		X		
Helpdesk Support		X		
Virtual Chief Information Officer		X		
Solutions Advisor		X		
Third-Party IT Vendor Support		X		
Disaster Recovery				
Cloud Storage			X	
Business Continuity				
Cloud Continuity			X	
Microsoft 365 Continuity			X	
Google Suite Continuity				
Enhanced Cybersecurity Solutions				X
Next Gen Anti-Virus				
Dark Web Monitoring				X
Anti-Spam/Email Filtering				X
Advanced Email Security				X
Advanced Scanning Solutions				X

Xtona services support will be available during normal business hours Monday thru Friday 8 AM to 5 PM excluding holidays. Emergency after-hours is included with the Xtona Desk agreement.

XTONA Pricing Structure				
Item	One Time Cost	Monthly Cost	Qty	Notes
Xtona Desk		\$350.00	3	Monthly Increase
X Spam Secure		\$185.50	53	
X MFA Secure		\$159.00	53	
X Mail Secure		\$238.50	53	
X DNS		\$58.00	29	
Onboarding	\$250.00		1	
Totals	\$250.00	\$991.00		

License fees detailed above will be invoiced monthly by Xtona and may be subject to vendor price changes.

3rd Party Supplemental Items				
Supplemental Item	One Time Cost	Monthly Cost	Qty	Notes
Totals				

3rd Party Supplemental Items are fulfilled by 3rd party purchases unless otherwise noted. The prices listed above are subject to change, based on offerings from 3rd party vendors, and are not guaranteed to be the purchase price when executed. 3rd party ship times and availability are solely determined by the 3rd party.

Any products listed above are agreed to be purchased as part of the planned order placed in the above form. The pricing above does not include applicable taxes and may be subject to additional shipping fees, etc. Sales Tax, if applicable, will be applied unless a tax-exempt certificate is provided.

General Notes and Comments

Actual License totals will be billed after onboarding is complete.

Xtona will provide the following services:

- Configure Proofpoint, Duo, DNSfilter
- Deploy Proofpoint,, Duo, DNSfilter
- Coordinate how often employees need to login with Duo for Office 365
- Set up categories for blocked sites for DNSfilter
- Work with test users to verify daily activity is not impacted for common websites for DNSfilter

Customer Information	
Contacts	
Primary Contact	Mike Lyonais
Contact Phone	218-821-0259
Contact Email	mlyonais@crosslake.net

Devices			
Supported Devices		Servers	
		Sites	

Agreement of Terms

Any tasks, incidents, or projects performed outside of this scope will be billed at \$125/hr and will be approved by the customer prior to execution. Any items that require on-site work will be billed at \$125/hr plus expenses, if applicable. Increases in per-month-per-user seat licenses will be trued up as those quantities are increased.

The initial term will commence on the date of execution of this Attachment unless otherwise agreed upon.

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Alpenglow Technologies, LLC d/b/a XTONA

Kelvin Daniels
<i>Name</i>
<i>Title</i>
<i>Signature</i>
<i>Date</i>

City of Crosslake

<i>Customer</i>
<i>Title</i>
<i>Signature</i>
<i>Date</i>

F.2.

RESOLUTION NO. XX-XX
RESOLUTION APPROVING PRELIMINARY 2023 TAX LEVY
COLLECTIBLE IN 2024

Be it resolved by the Council of the City of Crosslake, County of Crow Wing, Minnesota, that the following sums of money be levied for the current year, collectible in 2024, upon taxable property in the City of Crosslake, for the following purposes:

General Property Taxes	\$ 3,918,588
2024 Sewer Operating Levy	188,027
EDA	18,100
G.O. Sewer Rev. Imp. Bonds Series 2017A	118,608
G.O. Reconstruction Bonds Series 2018A	99,100
G.O. CIP Bonds Series 2019A	309,100
G.O. Equipment Certificates Series 2021A	144,375
G.O. Equipment Certificates Series 2022A	125,875
G.O. Special Assessment Bonds 2022A Roads	40,784
G.O. Sewer Bonds 2022A	<u>135,893</u>
Total Levy	<u><u>\$ 5,098,450</u></u>

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

Adopted by the City Council on September 11, 2023.

David Nevin
Mayor

Michael R. Lyonais
City Administrator/Treasurer

City of Crosslake Prior Years' Tax Rates and City Levies									
	Final Pay 2016	Final Pay 2017	Final Pay 2018	Final Pay 2019	Final Pay 2020	Final Pay 2021	Final Pay 2022	Final Pay 2023	Estimated Pay 2024
Tax Levy:									Estimated Final Pay 2024 09/11/2023
City Revenue	2,843,909	3,005,707	3,066,329	3,218,300	3,465,861	3,586,002	3,423,987	3,535,240	3,918,588
2023 Sewer Operating Levy									188,027
EDA	12,500	12,500	12,500	8,500	0	16,000	19,100	18,100	18,100
G.O. Improvement Bonds, 2006B	137,746	0	0	0	0	0	0	0	-
G.O. Refunding Bonds, 2012A	344,249	343,533	342,870	344,884	344,275	343,771	343,456	222,100	-
G.O. Equipment Cert. 2015B	10,473	154,581	153,825	155,127	0	0	0	0	-
G.O. Equipment Cert. 2021A	0	0	0	0	0	0	0	0	-
2017 Project Bonds - Sewer	0	0	116,613	118,776	121,228	119,863	144,165	141,645	144,375
2018 Project Bonds - Manhattan Pt.	0	0	0	105,000	104,292	107,231	118,340	118,713	118,608
2019 G.O. Capital Improvement Bonds	0	0	0	0	270,483	312,985	104,554	102,025	99,100
G.O. Equipment Certificates Series 2022A	0	0	0	0	0	0	313,510	308,680	309,100
G.O. Special Assessment Bonds 2022A Roads	0	0	0	0	0	0	0	125,768	125,875
G.O. Sewer Bonds 2022A	0	0	0	0	0	0	0	40,999	40,784
								135,139	135,893
Total Tax Levy	3,348,877	3,516,321	3,692,137	3,950,587	4,306,139	4,485,852	4,467,112	4,835,459	5,098,450
<i>Change in Tax Levy</i>	<i>436,877</i>	<i>167,444</i>	<i>175,816</i>	<i>258,450</i>	<i>355,552</i>	<i>179,773</i>	<i>-18,740</i>	<i>368,347</i>	<i>262,991</i>
Estimated Market Value	1,152,577,400	1,188,090,000	1,201,293,700	1,236,467,000	1,317,001,300	1,383,872,900	1,507,683,300	2,081,444,200	2,403,820,700
<i>Change in Estimated Market Value - In Dollars</i>	<i>22,103,700</i>	<i>35,512,600</i>	<i>13,203,700</i>	<i>35,173,300</i>	<i>80,534,300</i>	<i>66,871,600</i>	<i>123,810,400</i>	<i>573,760,900</i>	<i>322,376,500</i>
<i>Change in Estimated Market Value - Percentage</i>	<i>1.96%</i>	<i>3.08%</i>	<i>1.11%</i>	<i>2.93%</i>	<i>6.51%</i>	<i>5.08%</i>	<i>8.95%</i>	<i>38.06%</i>	<i>15.49%</i>
Estimated Taxable Tax Capacity - Proposed Rates	12,114,357	12,498,774	12,692,912	13,100,647	14,034,062	14,776,988	16,262,788	23,155,037	25,671,953
<i>Change in Taxable Tax Capacity - In Dollars</i>	<i>237,831</i>	<i>384,417</i>	<i>194,138</i>	<i>407,735</i>	<i>933,415</i>	<i>742,926</i>	<i>1,485,800</i>	<i>6,892,249</i>	<i>2,516,916</i>
<i>Change in Taxable Tax Capacity - Percentage</i>	<i>2.00%</i>	<i>3.17%</i>	<i>1.55%</i>	<i>3.21%</i>	<i>7.12%</i>	<i>5.29%</i>	<i>10.05%</i>	<i>42.38%</i>	<i>10.87%</i>
City Tax Rate (2024 Estimated)	27.64%	28.13%	29.09%	30.16%	30.68%	30.36%	27.47%	20.88%	19.86%
<i>Tax Rate Change From Prior Year</i>	<i>3.13%</i>	<i>0.49%</i>	<i>0.96%</i>	<i>1.07%</i>	<i>0.52%</i>	<i>-0.32%</i>	<i>-2.89%</i>	<i>-6.59%</i>	<i>-1.02%</i>
Change in Tax Levy Dollars Due To:									
Changes in Taxable Tax Capacity	65,736	108,137	56,475	122,973	286,372	225,552	408,149	1,439,102	499,860
Changes in Tax Levy	371,141	59,307	119,341	135,477	69,180	(45,839)	(426,889)	(1,070,755)	(236,869)
Total Change in Tax Levy	436,877	167,444	175,816	258,450	355,552	179,713	-18,740	368,347	262,991

F. 3.

MEMO TO: City Council

FROM: City Clerk

DATE: September 7, 2023

SUBJECT: Data Practices Policy for the Public

Attached is an updated version of the City's Data Practices Policy and Data Request Form. This version models a template from the League of MN Cities. I have updated contact information as well. Council motion is needed to approve the policy and form.



CITY OF CROSSLAKE

CROW WING COUNTY STATE
OF MINNESOTA

13888 DAGGETT BAY ROAD
CROSSLAKE, MN 56442

DATA PRACTICES POLICY FOR THE PUBLIC

September 11, 2023

Phone: 218/692-2688 Fax:
218/692-2687
City email: cityclerk@crosslake.net

Your Right to See Public Data

The Government Data Practices Act (Minnesota Statutes, Chapter 13) presumes that all government data are public unless a state or federal law says the data are not public. Government data means all recorded information a government entity has, including paper, e-mail, flash drives, CDs, DVDs, photographs, etc.

The law also says that the City of Crosslake must keep all government data in a way that makes it easy for you to access public data. You have the right to look at (inspect), free of charge, all public data that we keep. You also have the right to get copies of public data. The Data Practices Act allows us to charge for copies. You have the right to look at data, free of charge, before deciding to request copies.

How to Request Public Data

You can ask to look at (inspect) data at our offices, or ask for copies of public data that we keep.

You can make a written data request by hand-delivery, mail or email to the Responsible Authority or Designee, using the attached data request form.

If you do not use the data request form, your request should:

- Say that you are making a request for public data under the Government Data Practices Act (Minnesota Statutes, Chapter 13)
- Include whether you would like to inspect the data, have copies of the data, or both.
- Provide a clear description of the data you would like to inspect or have copied.

You are not required to identify yourself or explain the reason for your data request. However, you may need to provide us with some personal information for practical reasons (for example: if you want us to mail copies to you, you need to provide us with an address or P.O. Box). If we do not understand your request and have no way to contact you, we cannot respond to your request.

How We Will Respond to Your Data Request

Upon receiving your request, we will review it.

- We may ask you to clarify what data you are requesting. If we do not have the data, we will notify you in writing as soon as reasonably possible.
- If we have that data, but we are not allowed to give it to you, we will tell you as soon as reasonably possible and identify the law that prevents us from providing the data.
- If we have the data, and the data are public, we will respond to your request appropriately and promptly, within a reasonable amount of time by doing one of the following:
 - Arrange a date, time and place for you to inspect the data at our offices; or
 - You may choose to pick up your copies, or we will mail or email them to you. We will provide electronic copies (such as email or flash drive) upon request, if we keep the data in that format and we can reasonably make a copy. Charges for data requests must be pre-paid, before any copies of data are released.

- Response time may be impacted by the size and/or complexity of your request, and also by the number of requests you make in a given period of time.
- Following our response, if you do not make arrangements within 5 business days to inspect the data or pay for the copies, we will conclude that you no longer want the data and will consider your request closed.

Requests for Summary Data

Summary data are statistical records or reports created by removing identifying information about individuals from entirely private or confidential data. We will prepare summary data if you make your request in writing and pre-pay for the cost of creating the data. You may use the attached data request form to request summary data. We will respond to your request within ten business days with the data or details of when the data will be ready and how much we will charge you.

DATA PRACTICES CONTACTS

Responsible Authority/Compliance Official:

Charlene Nelson City Clerk
13888 Daggett Bay Road
Crosslake, MN 56442
Phone: 218/692-2688
Email: cityclerk@crosslake.net

Designees:

Administration Department
Mike Lyonais
Phone: 218/692-2688
Email: mlyonais@crosslake.net

Public Works Department
Patrick Wehner
Phone: 218/692-2748
Email: pwehner@crosslake.net

Planning & Zoning Department
Peter Gansen
Phone: 218/692-2689
Email: pgansen@crosslake.net

Parks & Recreation Department
TJ Graumann
Phone: 218/692-4271
Email: tgraumann@crosslake.net

Police Department
Jake Maier
Phone: 218/692-2222
Email: jake.maier@crosslake.net

Fire Department
Chip Lohmiller
Phone: 218/692-2688
Email: chief1@crosslake.net

Copy Costs – When You Request Public Data

Minnesota Statutes, Section 13.03, subdivision 3© allows us to charge for copies.

Pre-payment is mandatory for all copy requests for which fees are charged. Additionally, if a data request will result in voluminous numbers of documents, the City may ask for a deposit prior to copying data.

Copy Charge: \$0.25 per 8.5 x 11 black and white copy; \$0.50 per 11 x 17 black and white copy. \$1.00 per color copy. \$10.00 per USB video copy.

The charge for most other types of copies, when a charge is not set by statute or rule, is the actual cost of searching for and retrieving the data, and making the copies or electronically transmitting the data.

In determining the actual cost of making copies, we include employee time, the cost of the materials onto which we are copying the data (paper, USB, etc), and mailing costs (if any). If your request is for copies of data that we cannot copy ourselves, such as photographs, we will charge you the actual cost we must pay an outside vendor for the copies.

Please note: the cost of employee time to search for data, retrieve data, and make copies should generally not exceed those of the lowest-paid employee who can complete the task performed. However, if, because of the subject matter of your request, we find it necessary for a higher-paid employee to search for and retrieve the data, we will calculate the search and retrieval portion of the copy charge at the higher salary/wage.

City of Crosslake - Data Request Form

A. To be Completed by Requester

Requester Name (Last, First, M.):	Phone Number:
Street Address:	Fax Number:
City, State, Zip Code:	Email Address:
Signature:	Date of Request:
<p><i>Note: According to MS § 13.05, subd. 12, persons are not required to identify themselves, or state a reason for, or justify a request for public data.</i></p>	
<p>I am requesting access to data in the following way:</p> <p> <input type="checkbox"/> Inspection <input type="checkbox"/> Copies <input type="checkbox"/> Both inspection and copies </p> <p><i>Note: Minn. Stat. § 13.03 and 13.04 authorize the City to charge fees to recover costs to provide copies of data. Prepayment is required. There is no charge for inspection or for separating not public data from public data. The City may charge the actual cost for searching and retrieving data, except for requests made by data subjects.</i></p> <p><i>Note: The City will respond within a reasonable time for all requests, except for requests by data subjects, which shall be responded to within 10 days of the date of the request.</i></p>	
Description of the Information Requested (attach additional pages if needed):	

B. To be Completed by City Department

Department Name:	Handled by:
Information Classified as: <input type="checkbox"/> Public <input type="checkbox"/> Private <input type="checkbox"/> Confidential <input type="checkbox"/> Non-Public <input type="checkbox"/> Protected Non-Public	Action: <input type="checkbox"/> Approved <input type="checkbox"/> Approved in Part (Explain below) <input type="checkbox"/> Denied (Explain below)
Remarks or basis for denial including statute section:	
Copying Charges: <input type="checkbox"/> None <input type="checkbox"/> Members of the Public (100 or fewer copies): _____ Pages x \$.25 per Black/White Page = _____ _____ Pages x \$.50 per Color Page = _____ <input type="checkbox"/> Members of the Public (more than 100 copies) and Data subjects: Employee time: \$____/hr x ____ Hours = _____ _____ Pages x \$____ per Black/White Page = _____ <input type="checkbox"/> Other Charges (e.g. postage): _____ = _____ Total Charges = _____	Proof of Identity Verified of Requester of Private Data as the Data Subject: <input type="checkbox"/> Valid Identification: Driver's License, State ID, Military ID, Passport, Etc. <input type="checkbox"/> Comparison with Signature on File <input type="checkbox"/> Personal Knowledge <input type="checkbox"/> Other: _____
Authorized Signature: _____ Date: _____	

F.4.

MEMO TO: City Council

FROM: City Clerk

DATE: September 7, 2023

SUBJECT: Drug, Alcohol and Cannabis Testing and Drug-Free Workplace Act Policy for Non-Commercial Drivers (Non-DOT)

With the new law enacted at the end of the 2023 legislative session legalizing adult-use cannabis in Minnesota, updates were necessary to the Non-DOT Drug and Alcohol Testing Policy. Attached is an updated version of the City's Drug, Alcohol and Cannabis Testing and Drug-Free Workplace Act Policy for Non-Commercial Drivers (Non-DOT). I spoke with Labor Attorney Susan Hansen before prior to changing the policy and she stated that she was comfortable with the City using the League of MN Cities' model policy. No changes were necessary for the Commercial Drivers Drug Policy. Council motion is needed to approve the policy and to send to labor unions for comments.

City of Crosslake, Minnesota

Drug, Alcohol and Cannabis Testing and Drug-Free Workplace Act Policy for Non-Commercial Drivers (Non-DOT)

Purpose and Objectives

The City of Crosslake (“City”) has a vital interest in maintaining safe, healthful, and efficient working conditions for employees, and recognizes that individuals who are impaired because of drugs and/or alcohol jeopardize the safety and health of other workers as well as themselves. The City of Crosslake does not intend to intrude into the private lives of its employees, but strongly believes that a drug, alcohol and cannabis-free workplace is in the best interest of employees and the public alike. Alcohol, drug, and cannabis abuse can cause unsatisfactory job performance, increased tardiness and absenteeism, increased accidents and workers’ compensation claims, higher insurance rates, and an increase in theft of city property. The City of Crosslake’s Drug, Alcohol and Cannabis Testing Non-DOT policy has been established for the purpose of providing a safe workplace for all.

City employees and applicants required to hold a commercial driver’s license by the United States Department of Transportation (“DOT”) for their job will be tested under the City’s Policy on Controlled Substance and Alcohol Testing for Commercial Drivers (the “DOT Policy”). All other employees and job applicants offered employment with the City must undergo testing as described by this policy.

To ensure the policy is clearly communicated to all employees and applicants to whom offers of employment have been made, and to comply with state law, employees and applicants are required to review this policy and sign the “policy acknowledgement.” A job applicant will also acknowledge in this form that he/she understands that passing the drug test is a requirement of the job.

Persons Subject to Testing and Circumstances Under Which Testing May Be Required

Under this policy, the City may test any applicant to whom an offer of employment has been made and may test employees for alcohol and/or drugs, including cannabis, under the following circumstances with a properly accredited or licensed testing laboratory, in accordance with Minn. Stat. § 181.953, subd. 1.

(1) Reasonable Suspicion Testing:

Consistent with Minn. Stat. § 181.951, subd. 5, employees will be subject to alcohol and/or drug testing, including cannabis testing, when reasonable suspicion exists to believe that the employee:

- Is under the influence of alcohol, drugs or cannabis; or
- Has violated written work rules prohibiting the use, possession, sale or transfer of drugs, alcohol, or cannabis, while working, while on city property, or while operating city vehicles, machinery or any other type of equipment; or

- Has sustained a personal injury as defined in Minn. Stat. § 176.011, subd. 16 or has caused another employee to sustain an injury or;
- Has caused a work-related accident or was operating or helping to operate machinery, equipment, or vehicles involved in a work-related accident.

Reasonable suspicion may be based upon, but is not limited to, facts regarding appearance, behavior, speech, breath, odor, possession, proximity to or use of alcohol, drugs or cannabis or containers or paraphernalia, poor safety record, excessive absenteeism, impairment of job performance, or any other circumstances that would cause a reasonable employer to believe that a violation of the City's policies concerning alcohol, drugs or cannabis may have occurred. These observations will be reflected in writing on a Reasonable Suspicion Record Form.

For off-site collection, employees will be driven to the employer-approved medical facility by their supervisor or a designee. For an on-site collection service, the employee will remain on site and be observed by the supervisor or designee. The medical facility or on-site collection service will take the urine or blood sample and will forward the sample to an approved laboratory for testing.

Pursuant to the requirements of the Drug-Free Workplace Act of 1988, all City employees, as a condition of continued employment, will agree to abide by the terms of this policy and must notify the City Administrator of any criminal drug statute conviction for a violation occurring in the workplace not later than five days after such conviction. If required by law or government contract, the City will notify the appropriate federal agency of such conviction within 10 days of receiving notice from the employee.

(2) Treatment Program Testing:

In accordance with Minn. Stat. § 181.951, subd. 6, the City may request or require an employee to undergo drug, alcohol or cannabis testing, if the employee has been referred by the City for chemical dependency treatment or evaluation or is participating in a chemical dependency treatment program under an employee benefit plan. In such a case, the employee may be requested or required to undergo drug or alcohol testing, including cannabis testing, without prior notice during the evaluation or treatment period and for a period of up to two years following completion of any prescribed chemical dependency treatment program.

(3) Routine Physical Examination Testing:

The City may request or require an employee to undergo drug and/or alcohol testing—but not cannabis testing, except for the categories of positions listed above for which cannabis is considered a drug or unless otherwise required by state or federal law—as part of a routine physical examination. The City, in accordance with Minn. Stat. § 181.951, subd. 3, will request or require this type of testing no more than once annually, and the employee will be provided with at least two weeks' written notice that the test will be required as part of the physical examination.

(4) Random Testing:

In accordance with Minn. Stat. § 181.951, subd. 4, the City may require an employee to submit to random drug, alcohol, and cannabis testing, if the employee is in a safety-sensitive position.

Right of Refusal:

Employees and job applicants have the right to refuse to submit to an alcohol, drug, or cannabis test under this policy. However, such a refusal will subject an employee to immediate termination.

If an applicant refuses to submit to applicant testing, any conditional offer of employment will be withdrawn.

Any intentional act or omission by the employee or applicant that prevents the completion of the testing process constitutes a refusal to test.

An applicant or employee who substitutes, or attempts to substitute, or alters, or attempts to alter a testing sample is considered to have refused to take a drug alcohol or cannabis test. In such a case, the employee is subject to immediate termination of employment, and in the case of an applicant, the job offer will be immediately withdrawn.

Refusal on Religious Grounds:

An employee or job applicant who, on religious grounds, refuses to undergo drug and/or alcohol testing, including cannabis testing, of a blood sample will not be considered to have refused testing, unless the employee or job applicant also refuses to undergo drug, alcohol, or cannabis testing of a urine sample.

Cost of Required Testing:

The City will pay for the cost of all drug, alcohol or cannabis testing, requested or required of all job applicants and employees, except for confirmatory retests. Job applicants and employees are responsible for paying for all costs associated with any requested confirmatory retests.

Prohibition against Drugs and Alcohol**Use and Possession of Alcohol or Drug(s):**

Employees are prohibited from the use, possession, transfer, transportation, manufacture, distribution, sale, purchase, solicitation to sell or purchase, or dispensation of alcohol, drugs, including cannabis, or drug paraphernalia, while on duty; while on City premises; while operating any City vehicle, machinery, or equipment; or when performing any City business, except (1) pursuant to a valid medical prescription used as properly instructed; (2) the use of over-the-counter drugs used as intended by the manufacturer; or (3) when necessary for approved law enforcement activity.

Besides having a zero-tolerance policy for the use or possession of alcohol, illegal drugs, or misused prescription drugs on the worksite, we also prohibit the use, possession of, impairment by any cannabis or medical cannabis products (e.g., hash oils, edibles or beverages containing cannabinoids, or pills) on the worksite by a person working as an employee at the City or while “on call” and subject to return to work.

Having a medical marijuana card, patient registry number, and/or cannabis prescription from a physician does not allow anyone to use, possess, or be impaired by that drug here. Likewise, the

fact that cannabis may be lawfully purchased and consumed does not permit anyone to use, possess, or be impaired by them here. The federal government still classifies cannabis as an illegal drug, even though some states, including Minnesota, have decriminalized its possession and use. There is no acceptable concentration of marijuana metabolites in the blood or urine of an employee who operates our equipment or vehicles or who is on one of our worksites. Applicants and employees are still subject to being tested under our drug, alcohol and cannabis testing policy.

Employees are subject to being disciplined, suspended, or terminated after testing positive for cannabis if the employee used, possessed, or was impaired by cannabis, including medical cannabis, while on the premises of the place of employment or during the hours of employment.

While Impaired by Alcohol, Drugs or Cannabis:

Employees are prohibited from being under the influence of alcohol or drugs, including cannabis, or having a detectable amount of an illegal drug in the blood or urine when reporting for work; while on duty; while on the City's premises; while operating any City vehicle, machinery, or equipment; or when performing any City business, except (1) pursuant to a valid medical prescription used as properly instructed; or (2) the use of over-the-counter drug used as intended by the manufacturer.

Driving While Impaired:

A conviction of driving while impaired in a City-owned vehicle at any time during business or non-business hours, or in an employee-owned vehicle while conducting City business, may result in discipline, up to and including discharge.

Criminal Drug Convictions:

Any employee convicted of any criminal drug statute must notify his or her supervisor and the City Administrator in writing of such conviction no later than five days after such conviction. Within 30 days after receiving notice from an employee of a drug-related conviction, the City will take appropriate personnel action against the employee up to and including discharge or require the employee to satisfactorily participate in a drug abuse assistance or rehabilitation program as an alternative to termination. In the event notice is not provided to the supervisor and the employee is deemed to be incapable of working safely, the employee will not be permitted to work and will be subject to disciplinary action, including dismissal from employment. In accordance with the Federal Drug-Free Workplace Act of 1988, if the City is receiving federal grants or contracts of over \$25,000, the City will notify the appropriate federal agency of such conviction within 10 days of receiving notice from the employee.

Failure to Disclose Lawful Drugs:

Employees taking a lawful drug, including prescription and over-the-counter drugs or cannabis, which may impair their ability to perform their job responsibilities or pose a safety risk to themselves or others, must advise their supervisor of this before beginning work. It is the employee's responsibility to seek out written information from his/her physician or pharmacist regarding medication and any job performance impairment and relay that information to his/her supervisor. In the event of such a disclosure, the employee will not be authorized to perform safety-sensitive functions.

Review and Notification of Test Results

Notification of Negative Test Results:

In accordance with Minn. Stat. § 181.953, the City Administrator will notify the employee of a negative drug and/or alcohol result within three days of receipt of result by the City. A “Negative Test Results Notification” form will be sent to the employee, and he or she may request a copy of the test result report from the City Administrator.

Notification of Positive Test Results:

In the event of a confirmed positive blood or urine alcohol drug, or cannabis test result, the City will notify the employee of a positive result within three days of receipt of the result. The City Administrator will send to the employee a “Positive Test Results Notification” letter containing further instructions. The employee may contact the City Administrator to request a copy of the test result report if desired. In accordance with Minn. Stat. § 181.953, subd. 3, a laboratory must report results to the City within three working days of the confirmatory test result.

Right to Provide Information after Receiving Test Results:

Within three working days after notice of a positive drug, alcohol, or cannabis test result on a confirmatory test, the employee may submit information to the City to explain the positive result. In accordance with Minn. Stat. § 181.953, subd. 10, if an employee submits information either before a test or within three working days after a positive test result that explains the positive test result, (such as medications the employee is taking), the City will not take an adverse employment action based on that information unless the employee has already been under an affirmative duty to provide the information before, upon, or after hire.

Right to Confirmatory Retest:

An employee may request a confirmatory retest of the original sample at the employee’s own expense after notice of a positive test result on a confirmatory test. Within five working days after notice of the confirmatory test result, the employee must notify the City in writing of the employee’s intention to obtain a confirmatory retest. Within three working days after receipt of the notice, the City will notify the original testing laboratory that the employee has requested the laboratory to conduct the confirmatory retest or transfer the sample to another qualified laboratory licensed to conduct the confirmatory retest. The original testing laboratory will ensure the control and custody procedures are followed during transfer of the sample to the other laboratory. In accordance with Minn. Stat. § 181.953, subd. 3, the laboratory is required to maintain all samples testing positive for a period of six months. The confirmatory retest will use the same drug and/or alcohol threshold detection levels as used in the original confirmatory test.

If the confirmatory retest does not confirm the original positive test result, no adverse personnel action based on the original confirmatory test will be taken against the employee, the employee will be reinstated with any lost wages or salary for time lost pending the outcome of the confirmatory retest result, and the City will reimburse the employee for the actual cost of the confirmatory retest.

Access to Reports:

In accordance with Minn. Stat. § 181.953, subd. 10, an employee will have access to information contained in his or her personnel file relating to positive test results and to the testing process, including all information gathered as part of that process.

Dilute Specimens:

A negative or positive dilute test result (following a second collection) which has been confirmed will subject an employee to immediate termination.

Consequences for Employees Engaging in Prohibited Conduct

- No Adverse Action without Confirmatory Test. The City will not discharge, discipline, discriminate against, or request or require rehabilitation of an employee based on a positive test result from an initial screening test that has not been verified by a confirmatory test.
- Suspension Pending Test Result. The City may temporarily suspend a tested employee with or without pay or transfer that employee to another position at the same rate of pay pending the outcome of the requested confirmatory retest, provided the City believes that it is reasonably necessary to protect the health or safety of the employee, co-employees, or the public.
- The employee will be asked to return home and will be provided appropriate arrangements for return transportation to his or her residence. In accordance with Minn. Stat. § 181.953, subd. 10, an employee who has been suspended without pay will be reinstated with back pay if the outcome of the requested confirmatory retest is negative.

Discipline and Discharge:**Confirmatory Positive Test Result:**

The City will not discharge an employee for a first confirmatory positive test unless the following conditions have been met:

- The City has first given the employee an opportunity to participate in either a drug or alcohol counseling or rehabilitation program, whichever is more appropriate, as determined by the City after consultation with a certified chemical use counselor or physician trained in the diagnosis and treatment of chemical dependency. Participation by the employee in any recommended substance abuse treatment program will be at the employee's own expense or pursuant to the coverage under an employee benefit plan. The certified chemical use counselor or physician trained in the diagnoses and treatment of chemical dependency will determine if the employee has followed the rehabilitation program as prescribed; and
- The employee has either refused to participate in the counseling or rehabilitation program or has failed to successfully complete the program, as evidenced by withdrawal from the program before its completion or by a refusal to test or positive test result on a confirmatory test after completion of the program.

Other Misconduct:

Nothing in this policy limits the right of the City to discipline or dismiss an employee on grounds other than a positive confirmatory test result, including conviction of any criminal drug statute for a violation occurring in the workplace or violation of other City personnel policies.

Emergency Call Back to Work Provisions:

If an employee is called out for a City emergency and he or she reports to work and is suspected of being under the influence of drugs, alcohol, or cannabis he or she will not be subject to the testing procedures of this policy but will not be allowed to work. Appropriate arrangements for return transportation to the employee's residence will be made. It is the sole responsibility of the employee who is under the influence of alcohol, drugs or cannabis and who is called out for a City emergency, to notify his or her supervisor of this information and advise if he or she is unable to respond to the emergency call back.

Non-Discrimination

The City of Crosslake policy on work-related substance abuse is non-discriminatory in intent and application; however, in accordance with Minn. Stat., ch. 363, disability does not include conditions resulting from alcohol or other drug or cannabis abuse which prevents an employee from performing the essential functions of the job in question or constitutes a direct threat to property of the safety of individuals.

Furthermore, the City will not retaliate against any employee for asserting his or her rights under this policy.

Policy Contact for Additional Information

If you have any questions about this policy or the City's drug, alcohol and cannabis testing procedures, you may contact your immediate supervisor or the City Administrator to obtain additional information.

By this policy, the City of Crosslake has established a drug-free awareness program to inform employees about the dangers of drug abuse in the workplace and its policy of maintaining a drug-free workplace. Each City employee will receive a copy of this policy and will be required to read it.

Definitions

Alcohol: Means the intoxicating agent in beverage alcohol or any low molecular weight alcohols such as ethyl, methyl, or isopropyl alcohol. The term includes but is not limited to beer, wine, spirits, and medications such as cough syrup that contain alcohol.

Alcohol use or usage: Means the consumption of any beverage, mixture, or preparation, including any medication, containing alcohol.

Cannabis: Means cannabis and its metabolites, including cannabis flower, cannabis products, lower-potency hemp edibles, and hemp-derived consumer products.

Cannabis testing: Mean analysis of a body component sample according to the standards established under one of the programs listed in Minn. Stat. § 181.953, subd.1, for the purpose of measuring their presence or absence of cannabis in the sample tested.

City: Means the City of Crosslake.

City premises: Means, but is not limited to, all City job sites and work areas. For the purposes of this policy, City premises also includes any other locations or modes of transportation to and from those locations while in the course and scope of employment of the City.

City vehicle: Means any vehicle which employees are authorized to use solely for City business when used at any time; or any vehicle owned or leased by the City when used for City business.

Collection site: Means a place designated by the City where job applicants and employees present themselves for the purpose of providing a specimen of their breath, urine, and/or blood to be analyzed for the presence of drugs and alcohol.

Confirmatory test: Means a drug, alcohol or cannabis test on a sample to substantiate the results of a prior drug, alcohol test or cannabis on the same sample, and that uses a method of analysis allowed under one of the programs listed in Minn. Stat. § 181.953, subd. 1.

Drug: Includes any “controlled substance” as defined in Minn. Stat. § 152.01, subd. 4, and also includes all cannabinoids, including those that are lawfully available for public consumption that do not otherwise qualify as being a “controlled substance” as defined in Minn. Stat. § 152.01, subd. 4. Cannabis and its metabolites are considered a “drug” for positions in the following categories, regardless of the kind of testing involved: safety sensitive positions; peace officer positions; firefighter positions; positions requiring face-to-face care, training, education, supervision, counseling or medical assistance to children, vulnerable adults or patients receiving treatment, examination or emergency care for a medical, psychiatric or mental condition; positions requiring a commercial driver's license or requiring the employee to operate a motor vehicle for which state or federal law requires drug or alcohol testing; positions funded by a federal grant; or other positions for which state or federal law requires testing of a job applicant or employee.

Drug and/or alcohol testing, and drug and/or alcohol test: Mean analysis of a body component sample according to the standards established under one of the programs listed in Minn. Stat. § 181.953, subd.1, for the purpose of measuring their presence or absence of drugs, alcohol, or their metabolites in the sample tested. "Drug and alcohol testing," "drug or alcohol testing," and "drug or alcohol test" do not include cannabis or cannabis testing, unless stated otherwise.

Drug paraphernalia: Has the meaning set forth in Minn. Stat. § 152.01, subd. 18.

Employee: Means a person who performs services for compensation for the City and includes independent contractors except where specifically noted in this policy.

Initial screening test: Means a drug, alcohol, or cannabis test that uses a method of analysis under one of the programs listed in Minn. Stat. § 181.953, subd. 1.

Positive test result: Means a finding of the presence of alcohol, drugs, cannabis or their metabolites that exceeds the cutoff levels established by the City.

Random selection basis: Means a mechanism for selection of employees that (1) results in an equal probability that any employee from a group of employees subject to the selection mechanism will be selected, and (2) does not give an employer discretion to waive the selection of any employee selected under the mechanism.

Reasonable suspicion: Means a basis for forming a belief based on specific facts and rational inferences drawn from those facts.

Safety-sensitive position: Means a job, including any supervisory or management position, in which an impairment caused by drug, alcohol, and/or cannabis usage would threaten the health or safety of any person.

Under the influence: Means (1) the employee tests positive for alcohol drugs, or cannabis or (2) the employee's actions, appearance, speech, and/or bodily odors reasonably cause the city to conclude that the employee is impaired because of illegal drug use or alcohol use.

Crow Wing County ALERT



Get emergency and community alerts by signing up for the Crow Wing County Emergency **ALERT** program. This provides a means for County, City & Township officials to notify you by phone, email, and text, as elected by you.

Get critical info quickly!

You create and control your profile.

You have the ability to make changes to your profile

This program is used for localized emergencies. **ALERT** provides a way for the local agencies to notify the public of important updates such as severe weather, snow plowing, road projects and other community events and information.

Powered by Everbridge, this system broadcasts messages at exceptionally high speed (thousands of calls per minute), going through contact paths until it gets feedback that someone has acknowledged the message. Crow Wing County **ALERT** relies on individuals to enroll themselves.

Sign up today! crowwing.gov



PEQUOT LAKES PUBLIC SCHOOLS

November 2023 Bond Referendum and Capital Projects Levy

On Tuesday, November 7, Pequot Lakes Public School District voters will consider two ballot questions: a **10-year, \$500,000 annual capital projects levy** and a **\$76.5 million bond referendum**. These proposed investments would provide a safe, healthy, versatile and engaging learning environment and student experience. For more information, visit Patriot-Vision.org.

Our Needs

- As our student population continues to grow, we have **maxed out our building spaces** and need to **prioritize a safe and supportive environment** for our students and staff.
- We have worked hard to maintain our buildings for the last 20 years, but need to upgrade mechanical, electrical, boilers, and HVAC systems to provide a **safe and healthy learning environment**.
- To continue **providing an outstanding education** for our students, we need to **invest in learning experiences, programming and technology** that meets their needs and prepares them for their futures.

The Plan

Guided by a facilities study and input from parents, staff, students, district leaders and our community, the school board is proposing a plan to renovate, modernize and improve our school facilities and outdoor spaces. If approved by voters, the funds from the capital projects levy and bond referendum would be used to:

- **Invest in Safe Schools:** Improving safety to create a more secure environment for our students and staff. This includes enhanced secure entrances at all campus facilities, fencing around playgrounds, expanded and remodeled parking at both campuses, a sidewalk from Oak Street to the secondary campus and addressing County Road 11 concerns at the Eagle View site.
- **Improve Infrastructure:** Upgrading facility infrastructure, such as roofs, HVAC units and electrical/mechanical systems to ensure a healthy, safe, and energy-efficient learning environment and reduce the district's maintenance costs.
- **Expand Career and Technical Education:** Adding space for robotics, technology, woods/metal and culinary arts to provide more opportunities for students to explore career options in high-demand fields.





- **Create Classrooms and Common Spaces:** Providing appropriate classrooms and versatile common spaces, including a new auditorium, high school commons and multipurpose middle school commons, to support individual and collaborative learning and activities.
- **Enhance Early Childhood Programming:** Building an addition to the elementary school to support our growing early childhood program and provide more options and services to families.
- **Transform Outdoor Spaces:** Building a new baseball and softball complex, adding bleachers, repairing the track and field area, adding a tennis court and remodeling existing outdoor areas to benefit students and the community for years to come.

The Cost

If voters approve the bond referendum and capital projects levy, a home valued at \$250,000 would see an estimated property tax increase of \$15 per month starting in 2024. A home valued at \$400,000 would see an estimated increase of \$25 per month and a home valued at \$800,000 would see an estimated increase of \$55 per month. To determine the tax impact on your property, use the tax calculator on **Patriot-Vision.org**.

What Happens If The Referendum Fails?

If voters reject both questions, the school district will not be able to move forward with many of the proposed improvements. The district budget has about \$3 million available for facility maintenance projects, but the improvements for safety, security and maintenance total over \$20 million. The school board would re-engage with the community to identify how to improve safety and security, address maintenance priorities, and provide more space for classrooms and programming to support our growing student population.

How To Vote

This is an important community decision, and your voice matters. Make your voice heard!

- **Vote Early from Friday, September 22 to Monday, November 6.** Mail your absentee ballot or vote early in person at the Crow Wing County Elections Office.
- **Vote at your polling place on Tuesday, November 7.**

For more information on voting, visit **Patriot-Vision.org**.



For more information, visit **Patriot-Vision.org**



Prepared and paid for by Pequot Lakes Public Schools, 30805 Olson Street, Pequot Lakes, MN 56472.
This publication is not circulated on behalf of any candidate or ballot question.





F-7.

August 24, 2023

Attn: Char Nelson
City of Crosslake
37028 County Rd 66
Crosslake, MN 56442

RE: Future County Highway Project
CP 18-103-04

The Crow Wing County Highway Department is planning to rehabilitate County Road 103 in the summer of 2026. I am following up as a Project Manager for the above referenced project that is within the city of Crosslake. The information below will inform the city about the upcoming project and provide an opportunity for the city to give feedback.

The Crow Wing County Highway Department is planning to rehabilitate County Road 103 between County State Aid Highway (CSAH) 39 and CSAH 3. The project is anticipated to involve culvert rehabilitation as well as bituminous resurfacing.

The purpose of this letter is to inform you that this project is currently in the preliminary planning and design phase. Furthermore, we ask that the city begin thinking about any joint or tied projects that may create a cost savings opportunity for the community. If the City has any concerns with this project or interest in a joint project, please contact us with the appropriate feedback.

If you would like a representative from the County Highway Department to present this project at a future council meeting, or have questions relating to the project, please contact me at the number listed below or e-mail at jordan.larson@crowwing.us. Also, please check our website for updates on current and upcoming projects.

Sincerely,

Jordan D. Larson
Senior Staff Engineer/ Project Manager

Timothy V. Bray, P.E. County Engineer
Robert Hall, P.E. Assistant County Engineer
Highway Department
16589 County Road 142
Brainerd, MN 56401

Our Vision: Being Minnesota's favorite place.
Our Mission: Serve well. Deliver value. Drive results.
Our Values: Be responsible. Treat people right. Build a better future.

Office: (218) 824-1110
Fax: (218) 824-1111
www.crowwing.us

Advisory Opinion 23-003

This is an opinion of the Commissioner of Administration issued pursuant to Minnesota Statutes, section 13.072 (2022). It is based on the facts and information available to the Commissioner as described below.

Facts and Procedural History:

Paul Boblett, editor of the Northland Press, and Nancy Vogt, editor of the Pine and Lakes Echo Journal, requested an advisory opinion regarding the Crosslake City Council's conduct under the Open Meeting Law (OML), Minnesota Statutes, Chapter 13D. The Council's legal counsel provide comments on its behalf.

Boblett and Vogt submitted comments and news stories providing the following summary of facts:

The articles related to what both Nancy and I believe to be an Open Meeting Law violation can be found in the June 20 edition of Northland Press ... and the June 14 edition of the Echo Journal....

There is also a video ... of the May 24, 2023 Special Meeting to corroborate what happened, which boils down to the Crosslake City Council discussing several items not described in the posted notice ... during their May 24, 2023 Special Meeting.

Crosslake Council Lectured Regarding Open Meeting Law, Workshop Comments

By Paul Boblett, Editor

... Nelson then listed the agenda items given to her by the council prior to the May 24 workshop that included parking, future land purchase, ethics, the side by side, fire chief salary, and the Boller property.

Topics not on the agenda, but discussed by council during that meeting include the city sign, affordable housing, police scheduling, short term rentals and police, the Loon Center, short term rental ordinance, the roundabout, and motions versus tabled items. ...

Crosslake council receives harsh reprimands from staff

By Nancy Vogt, Editor

... A silent city council listened as City Clerk Char Nelson pointedly told them they'd recently violated the state's Open Meeting Law.

... She cited the council's May 24 workshop at city hall, where council members were to give her specific agenda items to discuss. She listed those items, then said the council addressed many other topics - which she also listed - that weren't on the agenda. ...

Boblett and Vogt also submitted a copy of the Council's notice of its May 24 special meeting as well as a link to a video recording of the Council's meeting.

Issue:

Based on the opinion request, the Temporary Commissioner agreed to address the following issue:

Did the Crosslake City Council provide appropriate notice of its special meeting on May 24, 2023, as required by Minnesota Statutes, section 13D.04, subdivision 2?

Discussion:

In a historical review of the OML, the Minnesota Supreme Court stated in *Prior Lake American v. Mader*, 642 N.W.2d 729 (Minn. 2002) that:

The Open Meeting Law serves several purposes:

(1) “to prohibit actions being taken at a secret meeting where it is impossible for the interested public to become fully informed concerning [public bodies’] decisions or to detect improper influences”; (2) “to assure the public’s right to be informed”; and (3) “to afford the public an opportunity to present its views to the [public body].” *St. Cloud Newspapers, Inc. v. Dist. 742 Cmty. Schs.*, 332 N.W.2d 1 (Minn. 1983)(citations omitted).

The Court added in *Prior Lake American* that “[b]ecause the Open Meeting Law was enacted for public benefit, we construe it in favor of public access.” (See also *St. Cloud Newspapers*, 332 N.W.2d at 6, stating “The [OML] will be liberally construed in order to protect the public’s right to full access to the decision-making process of public bodies governed by § 471.705.”)

Although the Legislature did not define “meeting” in the OML, the Supreme Court defined meetings subject to the law as “those gatherings of a quorum or more members of the governing body ... at which members discuss, decide, or receive information as a group on issues relating to the official business of that governing body.” *Moberg v. Independent School District No. 281*, 336 N.W.2d 510, 518 (Minn. 1983).

A public body must provide a special meeting notice for any meeting that is not on the regular schedule of meetings on file its primary offices. Minnesota Statutes, section 13D.04, subdivision 2 requires a public body to post written notice of the date, time, place, and purpose of the special meeting on the principal bulletin board or the door of the usual meeting room at least three days before the meeting. Subdivision 2 also permits individuals to request notice of special meetings “concerning particular subjects.”

The Commissioner has previously opined that for a special meeting notice to be effective, it must provide detail about the meeting’s purpose, which is the intended object or end to be attained in a special meeting. (See Advisory Opinions 07-014, 10-013, 15-002, and 22-009). Advisory Opinion 04-004 also clarifies that when a public body holds a special meeting, its “actions are limited to those topics included in the notice of the special meeting.”

In its response to the Temporary Commissioner, the Council wrote:

The May 24, 2023 notice listed the purpose of the meeting as a Council Workshop at which issues and topics would be discussed. The May 24, 2023 special meeting was open to the public and attended by members of the public. ... The public was not limited in its access to the discussions at the May 24, 2023 meeting. ...

The notice also included topics which are broad in nature. The complaint from Mr. Boblett and Ms. Vogt takes a rigid view of the way the topics outlined in a meeting notice may be discussed. Here, the City appropriately identified the purpose of the special meeting in its meeting notice as a City Council workshop and then outlined broad topics. That discussion of those topics at the meeting was, of course, broader than the one-word description of the topics as outlined in the meeting notice. That is the way some discussions work--a topic is identified, and the discussion expands with thoughts, opinions, and facts about that topic. The fact that the discussion expands does not mean that the original topic identified is not still the topic of discussion. The Council appropriately identified topics for discussion in its meeting notice and then engaged in broader discussion. That broader discussion, however, still related to the topics identified in the meeting notice. ...

The discussion of the roundabout focused on discussions of Crow Wing County Board meeting discussions and a past City Council meeting. Additionally, the discussion of the roundabout related to parking and the removal of parking. ... The discussion of the Loon Center was anecdotal and referenced the roundabout. The Loon Center also relates to parking as the location of the Center would result in a lack of parking. ...

The Council's brief reference to short term rentals and the short-term rental ordinance referenced a subsequent meeting on May 31, 2023, and a reference to a past symposium. The discussions are anecdotal in nature. While the phrase "affordable housing" was said in the discussion of short-term rentals, but that reference was limited and not a separate topic. ...

The reference to the "city sign" was limited and a simple question relative to when the sign, which was previously approved by the City Council, was going to be finished. ...

The reference to police scheduling was similarly limited in nature. Mayor Nevin informed the Council he was going to speak with the Police Chief about police officer scheduling as it related to police officer safety. ...

The City submits there has not been a violation of the Open Meeting Law. The posted meeting notice identified the purpose of the special meeting as a City Council workshop and outlined broad topics. The discussion by the Council was within the scope of the requirements of the law. The Council did not "transact public business," no motions were made, and no public business occurred. The public was present for this discussion and the public's right to full access to the discussions at the May 24, 2023 City Council meeting was not limited.

The Temporary Commissioner respectfully disagrees.

Here, all council members met during a special meeting on May 24 to discuss official business, and the special meeting notice stated the purpose of the meeting was for "reviewing grade adjustment to Boller property on CSAH 66, and discussing the following topics: parking, future

land purchases, ethics issues, side by side for police department, and fire chief salary.” During the special meeting, the Council’s discussions included these specific topics.

In its comments, the Council acknowledged that its members discussed additional issues during the May 24 special meeting, including motioned versus tabled items, a planned roundabout, the Loon Center, short term rentals and a short-term rental ordinance, a city sign, and police scheduling. The Council maintained that the discussions of these issues were within the scope of the topics described in the special meeting notice’s purpose or were limited in nature.

The Temporary Commissioner recognizes that when a public body identifies a broad topic it will address as a purpose of a special meeting, members’ discussions may reasonably expand and reach several sub-issues related to the topic. However, the meeting recording reveals Council discussion of additional issues that the public body failed to include in the special meeting notice’s purpose, and many of the issues did not directly relate to or mention the appropriately noticed topics.

The Temporary Commissioner is also not persuaded that the Council did not need to include the additional issues in the special meeting notice’s purpose because discussions about these issues were limited in nature. The OML requires the Council to describe all subjects that it would address in the special meeting notice’s purpose, regardless of the scope of the members’ discussion. The Council’s failure to properly notice these topics resulted in the public not knowing which subjects the Council would address during the special meeting, and the public could not reasonably determine whether to attend the special meeting to be informed about the councilmember’s views on these topics or have access to the Council’s decision-making process.

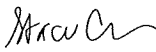
The Council’s special meeting notice did not describe several topics that members discussed during the May 24 meeting, and the Council was obligated to wait until its next regular meeting or schedule another special meeting to discuss these additional topics. Therefore, the Council did not provide appropriate notice of its special meeting on May 24, 2023, as required by the OML.

The Temporary Commissioner has a final note on the Council’s argument that it did not “transact public business,” suggesting additional discussion outside the scope of the notice was permitted under the OML. The Minnesota Supreme Court has determined that any gathering of a quorum or more of a public body’s members to “discuss, decide, or receive information as a group on issues relating to the official business of that governing body” is a meeting subject to the OML’s requirements. This definition of a meeting does not require a public body to transact public business or make and vote on motions for the OML requirements to apply.

Opinion:

Based on the facts and information provided, the Temporary Commissioner's opinion on the issue is as follows:

The Crosslake City Council did not provide appropriate notice of its special meeting on May 24, 2023, as required by Minnesota Statutes, section 13D.04, subdivision 2.

 Digitally signed by
Stacie Christensen
Date: 2023.09.07
08:56:22 -05'00'

Stacie Christensen
Temporary Commissioner

September 7, 2023

G.2.a.

REQUEST FOR COUNCIL ACTION

September 5, 2023

Department: Parks & Recreation

Agenda Section: Commission Reports

Department Head: TJ Graumann

Agenda Item: HVAC Replacements

BACKGROUND

The Community Center has two remaining original HVAC units (27yrs old).

FINANCIAL IMPLICATIONS

Park General Cap Ex	\$9,000
Park General Cap Ex Assigned FB	\$14,275
Total	\$23,275

RECOMMENDATION

Staff is recommending that City Council approve the lowest proposal which is from Thelen Heating and Roofing.

COUNCIL ACTION REQUESTED

Motion to approve the proposal from Thelen Heating and Roofing.

ATTACHMENTS

Thelen Proposal
Crosslake Sheetmetal Proposal

THELEN HEATING AND ROOFING, INC.

**1717 13TH STREET SE
BRAINERD MN 56401**

Office = 218-829-1491, FAX = 218-829-2059

Date = 8-30-2023

**To: Community Center
14126 Dagget Pine Road
Crosslake MN 56442**

**TJ Graumann, work = 218-692-4271
cell = 218-838-9180
tgraumann@crosslake.net**

Remove and dispose of 2 each furnaces and AC systems (Gym Area).

Install 2 each Lennox high efficiency furnaces and AC systems.

- 1.) 2 each ML296UH110XV60C, Lennox 96% AFUE, 2 stage furnace with ECM motor**
- 2.) 2 each PVC venting, Condensate piping, gas piping and Refrigeration piping**
- 3.) 2 each 3/4" PVC condensate piping to existing drains**
- 4.) 2 each Duct transitions**
- 5.) 2 each ML14XC1-060-233, Lennox 5 ton 208 volt, 3 phase AC condensers**
- 6.) 2 each CX35-60C, cased "A" coils with expansion valves**
- 7.) 2 each 3/8 x 1 1/8 x 50', line-sets**

\$ 22,750.00

Add for installing:

- 1.) 2 each HCC20-28, Lennox filter cabinets and X6673 filters** **\$ 450.00**
- 2.) 4 each X6673, extra 20x25x5 filters (replace 1 each, every 6 months)** **\$ 75.00**

Note when installing above HVAC equipment:

- 1.) Xcel Energy offers a \$ 300.00 rebate for each 96% AFUE furnace x 4 = \$ 1,200.00.**
- 2.) Thelen Heating will mail rebate forms with paid receipt.**

We hereby propose to furnish labor and materials, complete in accordance with the above specifications, for the sum of
With payment to be made as follows: **NET 20 DAYS – INTEREST RATE ON DELINQUENT INVOICES 1.5% PER MONTH – 20 DAYS**
All materials is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control unless otherwise specifically set out above, owner agrees to procure and maintain his own fire and extended coverage, vandalism and malicious mischief insurance in an amount equal to present value of the premises plus the completed value of the contemplated improvements. Owner and contractor each hereby releases the other from all liability for loss or damage to his property or property in which he may have an interest, where such loss is caused by fire or any of the extended coverage hazards and arises out of or is connected with the premises above described.

Authorized Signature _____

John Thelen Jr

Note: This proposal may be withdrawn by us if not accepted within 30 days.

YOU ARE NOTIFIED THAT:

Persons or companies furnishing labor or materials for the improvement of real property may enforce a lien upon the improved land if they are not paid for their contributions, even if the parties have no direct contractual relationship with the owner: Minnesota law permits the owner to withhold from his contractor as much of the contract price as may be necessary to meet the demands of all other lien claimants, pay directly the liens and deduct the cost of them from the contract price, or withhold amounts from his contractor until the expiration of 120 days from the completion of the improvement unless the contractor furnishes to the owner waivers of claims for mechanics' lien signed by the persons who furnished any labor or material for the improvement and who provided the owner with timely notice.

ACCEPTANCE OF PROPOSAL

The above price, specifications and conditions are satisfactory, and hereby accepted. You are authorized to do the work as specified.

Date Accepted: _____

Signature: _____

CROSSLAKE SHEETMETAL
PO BOX 191CROSSLAKE, MN 56442
218-692-2177

TO: *Crosslake Community Center*
FROM: *KARL SKOG*
DATE: *August 25, 2023*
RE: *Gym North and Gym South*

*We propose to provide and install the following options.
Note the best, better and good pricing.*

BEST:

Bryant Model 987MB066120, 120,000 BTU 97% modulating gas valve with variable speed blower furnace, includes evolution control.

Price: \$ 7665.00 each gym x 2=\$ 15330.00

Bryant Model 189BNV060 5-ton up to 18 seer freon free air conditioner

Price: \$ 7960.00 each gym x 2 = \$ 15920.00

Package price: \$ 15625.00 each gym x 2 = \$ 31250.00

BETTER:

Bryant Model 986TC066120, 120,000 BTU 96% variable speed furnace

Price: \$ 6346.00 each gym x 2= \$ 12692.00

Bryant Model 126BNA060 5 ton up to 16 seer Freon free air conditioner

Price: \$ 6784.00 each gym x 2=\$ 13568.00

Package price: \$ 13130.00 each gym x 2= \$ 26260.00

GOOD:

Bryant Model 926TB066120, 120,000 BTU 96% 2-stage 96% high efficient furnace

Price: \$ 6197.00 each gym x 2= \$ 12394.00

Bryant Model 114ANA060 5 ton up to 14 seer Freon free air conditioner

Price: \$ 6742.00 each gym x 2= \$ 13484.00

Package price: \$ 12939.00 each gym x 2 = \$ 25878.00

The best option is the exact equipment that was installed at the Crosslake City Hall.

We will re-use existing electric. If changes are required, they will be billed separately by a licensed electrician.

We will reuse ductwork to adapt from new furnace to exiting duct.

The above furnaces and air conditioners have a 1- year labor warranty and 10- year parts warranty.

NO ELECTRIC

30- Day price guarantee

Sign if bid is accepted.

G.2.b.

REQUEST FOR COUNCIL ACTION

September 5, 2023

Department: Parks & Recreation

Agenda Section: Commission Reports

Department Head: TJ Graumann

Agenda Item: Landscape Berm

BACKGROUND

It has been budgeted to restore the landscape berm that sits just south of the main parking lot. To bring the project costs down, staff has removed old much, fabric, shrubs, and edged the perimeter of the bed. This saved approximately \$10,000 of the total project cost.

At their regular meeting, the Parks, Recreation and Library Commission made a motion to use funds from the Park General Cap Ex Assigned FB to cover the remaining costs outside of the budget.

FINANCIAL IMPLICATIONS

Park General Cap Ex	\$5,500
Park General Cap Ex Assigned FB	\$3,013.25
Total	\$8,513.25

RECOMMENDATION

The Parks, Recreation and Library Commission recommends that City Council approve the estimate from Croix Management and to use the park general fund balance to cover costs outside of the budgeted amount.

COUNCIL ACTION REQUESTED

Motion to approve the proposal from Croix Management and to use the park general fund balance to cover costs outside of the budgeted amount.

ATTACHMENTS

Croix Management Estimate

Croix Management Inc.
22037 County Road 3
Nisswa, MN 56465 US
croixmanagementinc@gmail.com

Estimate

ADDRESS

CROSSLAKE COMMUNITY
CENTER
14126 DAGGETT PINE ROAD
CROSSLAKE, MN 56422

ESTIMATE # 1687

DATE 08/24/2023

ACTIVITY	QTY	RATE	AMOUNT
SPRUCE:DWARF GLOBE BLUE #5 SPRUCE, DWARF GLOBE BLUE #5	3	164.00	492.00
NINEBARK:NINEBARK, AMBER JUBILEE #5 NINEBARK, AMBER JUBILEE #5	3	62.00	186.00
NINEBARK:NINEBARK, TINY WINE #2 NINEBARK, TINY WINE #2	4	38.00	152.00
GRASS:KARL FOERESTER #1 KARL FOERESTER #1	34	14.00	476.00
RUDBECKIA:GOLDSTURM #1 GOLDSTURM RUDBECKIA #1	20	13.00	260.00
HEMEROCALLIS:CHICAGO APACHE #1 CHICAGO APACHE HEMEROCALLIS #1	53	12.00	636.00
DELIVERY (DO NOT USE! SELECT SPECIFIC BELOW):FLATBED FLATBED MATERIAL DELIVERY - LANDSCAPING SUPPLIES	1	285.00	285.00
MULCH:DS HARDWOOD MULCH DOUBLE SHREDDED HARDWOOD MULCH (PER YARD)	28	45.00	1,260.00
DELIVERY (DO NOT USE! SELECT SPECIFIC BELOW):QUAD DT DELIVERY QUAD AXLE DUMP TRUCK 17T. PER HOUR (.75 MIN)	3	165.00	495.00
FERTILIZER:HERBICIDE:SNAPSHOT PRE-EMERGENT SNAPSHOT PRE-EMERGENT HERBICIDE 50LB. (12,000 SQ.FT. OF COVERAGE)	0.25	165.00	41.25
LABOR:LANDSCAPING LABOR CODES:LAND LABOR R/3 LANDSCAPING LABOR (3 PERSON CREW)	18	235.00	4,230.00

Subtotal: 8,513.25

TOTAL

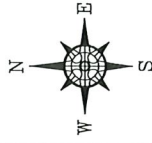
\$8,513.25

Accepted By

Accepted Date



JACOB MILLER
Senior Landscape Architect
Jr. Project Manager
Nashua, NH 03040
Phone: 603.883.1111
Web: jacobmillerdesign.com

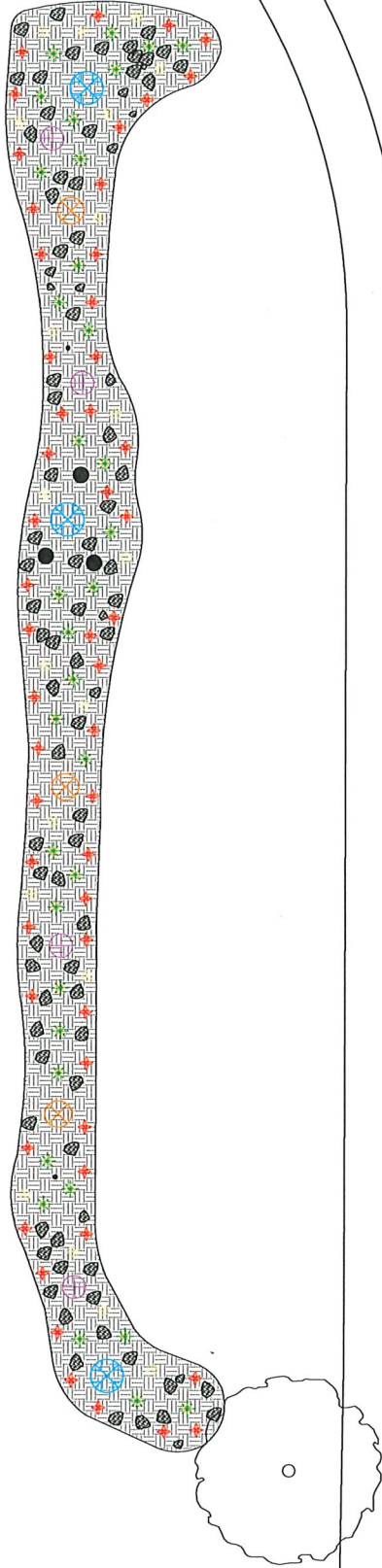


CROSSLAKE COMMUNITY CENTER BERM LANDSCAPING

14126 DAGGETT PINE ROAD
CROSSLAKE, MN 56422

PROJECT: Crosslake CC
12.00.0000
DRAWN BY: Jacob Miller
REVISIONS: 08.11.2023

CROSSLAKE CC
12.00.0000
SHEET NUMBER:
L01



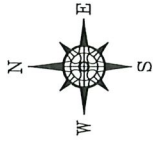
Daggett Pine Rd



Estimate: Mulch: 2,890 sq.ft. Black Aluminum Edging (Optional): 498 linear ft.	Plant Legend: Globe Blue Spruce #5 pot: x3 Ninebark 'amber jubilee': x3	Ninebark 'tiny wine': x4 Karl Foerster Grass: x34 Rudbeckia 'Goldsturn': x20	Daylily 'Red razzmatazz' x53
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JACOB MILLER
Senior Landscape Architect
Jr. Project Manager
Minneapolis, MN 55405
Web: jacobmillerdesign.com

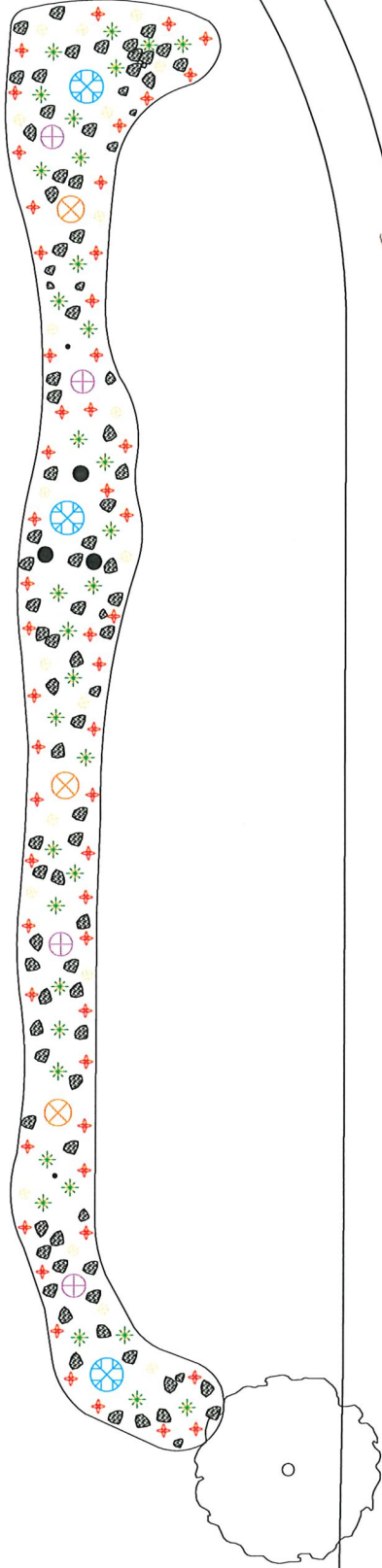


CROSSLAKE COMMUNITY CENTER BERM LANDSCAPING

14126 DAGGETT PINE ROAD
CROSSLAKE, MN 55422

PROJECT: Crosslake CC
CAD FILE: Crosslake CC - BLM - 02.dwg
DRAWN BY: Jacob Miller
REVISIONS: 06.11.2023

CROSSLAKE CC
12.07.2023
SHEET NUMBER
L01

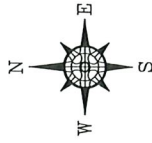


Daggett Pine Rd

Estimate: Mulch: 2,890 sq.ft. Black Aluminum Edging (Optional): 498 linear ft.	Plant Legend: Globe Blue Spruce #5 pot: x3 Ninebark 'amber jubilee': x3	Ninebark 'tiny wine': x4 Karl Foerster Grass: x34 Rudbeckia 'Goldsturm': x20	Daylily 'Red Razzmatazz': x53
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JACOB MILLER
Senior Landscape Architect
Jr. Project Manager
Minneapolis, MN 55405
Web: jacobmillerdesign.com



CROSSLAKE COMMUNITY CENTER BERM LANDSCAPING

14128 DAGGETT PINE ROAD
CROSSLAKE, MN 56422

PROJECT: Crosslake CC
CAD FILE: Crosslake-CC.dwg
DRAWN BY: Jacob Miller
REVISIONS: 06.18.2023

CROSSLAKE CC
SHEET NUMBER
L02

Evergreen



Dwarf Blue Globe Spruce
H:5' W:6'



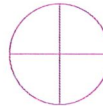
Deciduous Shrubs



Ninebark "Amber Jubilee"
H:5' W:4'



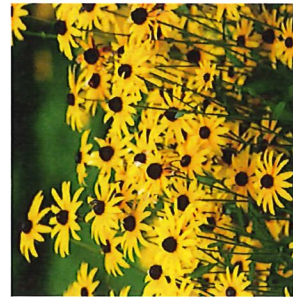
Ninebark "Tiny Wine"
H:3' W:3'



Perennials



Karl Foerster Grass
H:48" W:30"



Rudbeckia "Goldsturm"
H:3' W:3'



Daylily "Red Razzmatazz"
H:3' W:3'



G.2.C.

TO: City Council

FROM: TJ Graumann

DATE: September 5th, 2023

SUBJECT: ROW Task Force

The task force met on Wednesday, August 16, and it turned out to be a very productive meeting. We discussed visions/goals for the task force and established priorities to keep us on track. Below you will find excerpt minutes from the meeting:

There was discussion regarding the goals we all saw for this task force. One of the biggest issues we see is dealing with all the encroachment on the ROW's. **The first action on this is to send letters to the neighboring property owners again, telling them that if they have personal property on the ROW, it must be removed in 30 days.** Another goal we identified was to have enforceable consequences for those not following the ordinance or using the ROWs improperly. There was further discussion about possible usage of ROW's. We discussed a priority list for how these things should be handled. Our priority is to get rid of the encroachments, or get use agreements for access (driveways) and permanent structures that will be grandfathered in. Second priority is to identify ROW's that are usable with little to no work and get them marked for use (phase 1). Our third priority is to assess the remaining ROW's and categorize them for future use. ROW's will be marked in a phased approach.

We went through the ROW inventory presentation and **identified 16 ROWs to mark immediately following approval from council. The following are the ROW's we identified as ready to be marked, 1, 6, 10, 16, 25, 27, 29, 30, 32, 34, 35, 39, 48, 52, 54.** We would like to mark the corners of the ROW, with possible additional reflective markers every 60-70' depending on the size. There will be signs on the roadside corner markers with the city logo, ROW #, "Right of "Way", and arrows pointing in to clearly show where the ROW is.

Recommendations:

- 1. Send the same letter that was sent out in 2016 to adjacent property owners regarding personal property on public ROWs.**
- 2. Mark the following 16 Rows – 1, 6, 10, 16, 25, 27, 29, 30, 32, 34, 35, 39, 48, 52, 54.**

G.2.d.

TO: City Council

FROM: TJ Graumann

DATE: September 6th, 2023

SUBJECT: Polaris Ranger

We received one sealed bid for the 2017 Polaris Ranger. After opening the bid, we noticed that the bid amount was \$1,500 less than the minimum bid price.

How would you like to proceed?

MEMO TO: City Council

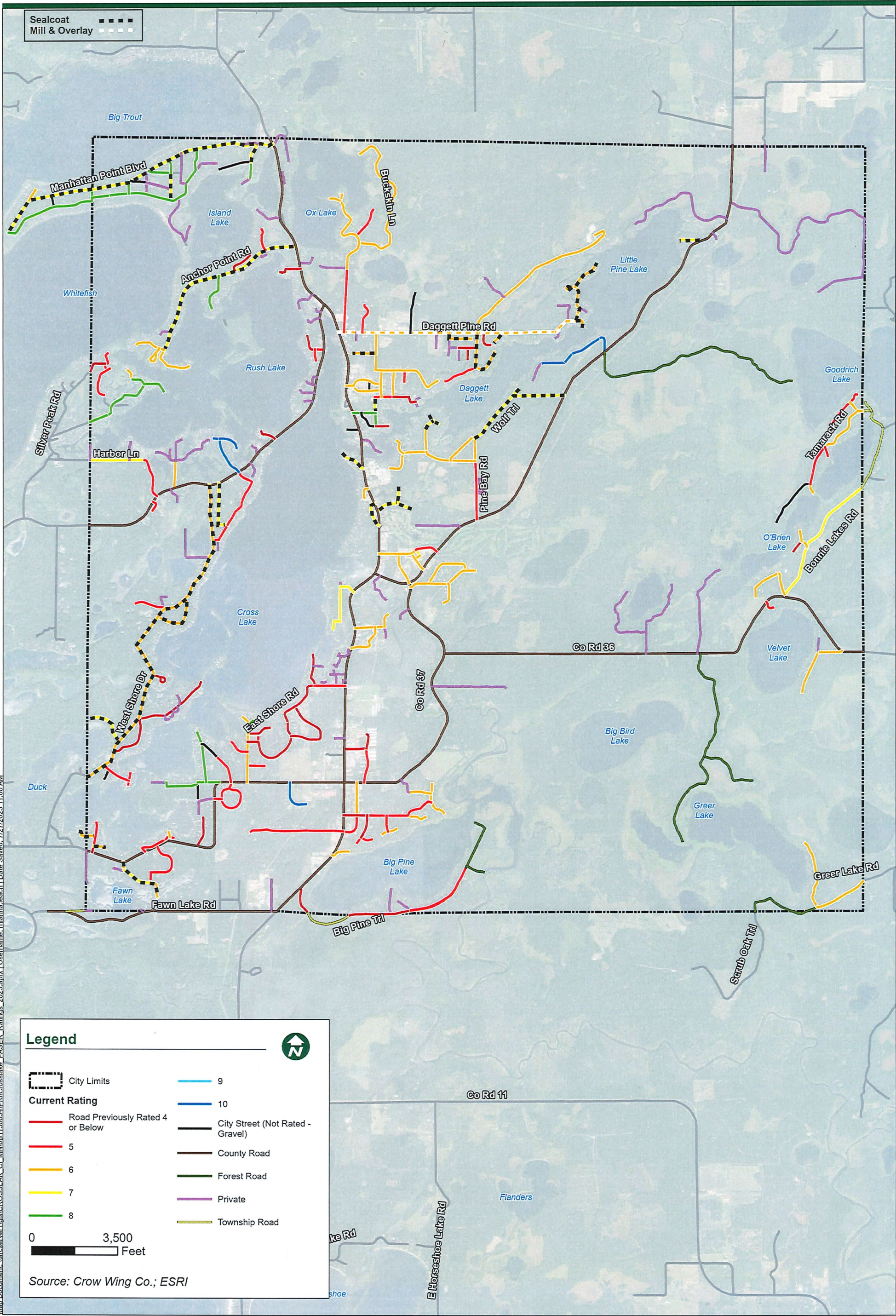
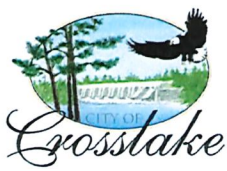
FROM: Public Works Commission

DATE: September 6, 2023

SUBJECT: Recommendation Regarding Road Improvement Plan

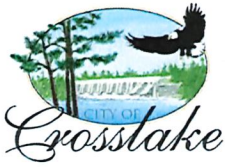
The following motion was made at the Public Works Commission meeting of 9/5/23:

A MOTION WAS MADE BY GORDON WAGNER AND SECONDED BY BOB FREY SUPPORTING THE 5-YEAR ROAD IMPROVEMENT PLAN FROM BOLTON AND MENK DATED JULY 2023 AND TO RECOMMEND THAT THE CITY COUNCIL HOLD A PUBLIC HEARING TO ACCEPT THE 5-YEAR ROAD PLAN SO THAT BONDS CAN BE ISSUED FOR ROAD MAINTENANCE. MOTION CARRIED WITH ALL AYES.

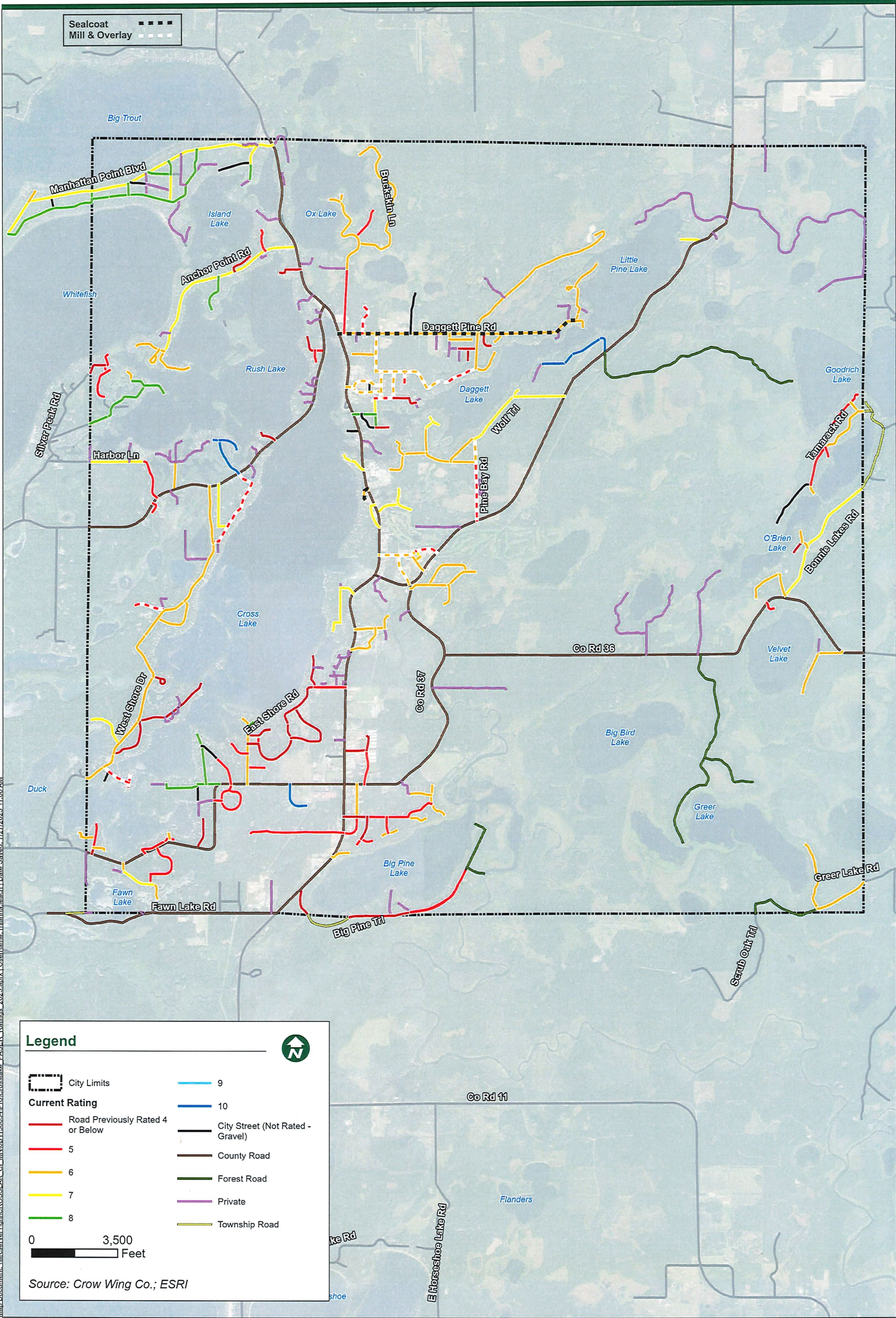


Map Document: \arcserver\1\vis\crosslake\lak_c1_mn\081130634\ProCrosslake_PASER_Ratings_2023.aprx | User: rhianna.leach | Date Saved: 7/27/2023 11:06 AM

G.3.b.1.



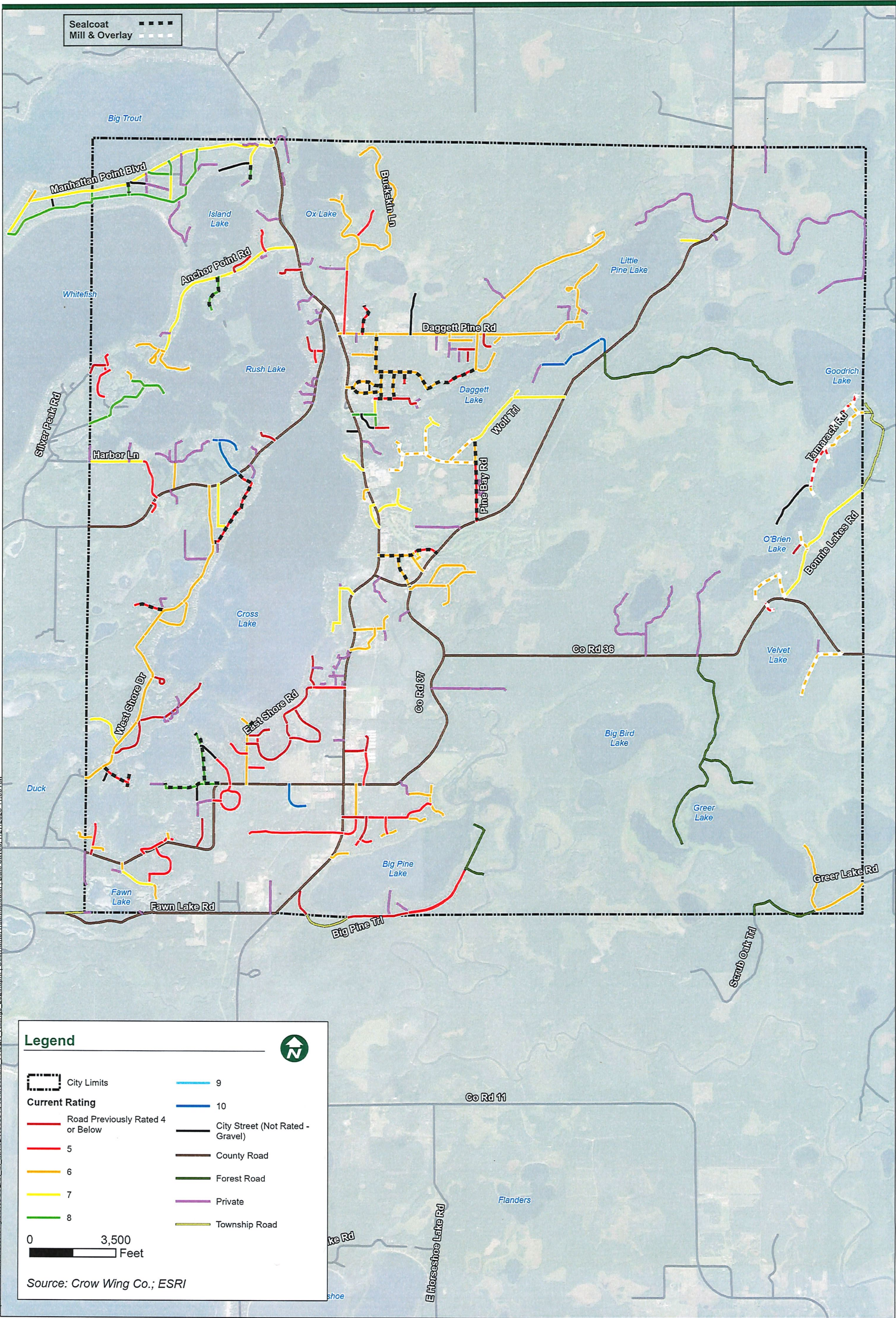
ROAD IMPROVEMENT PLAN - YEAR 2



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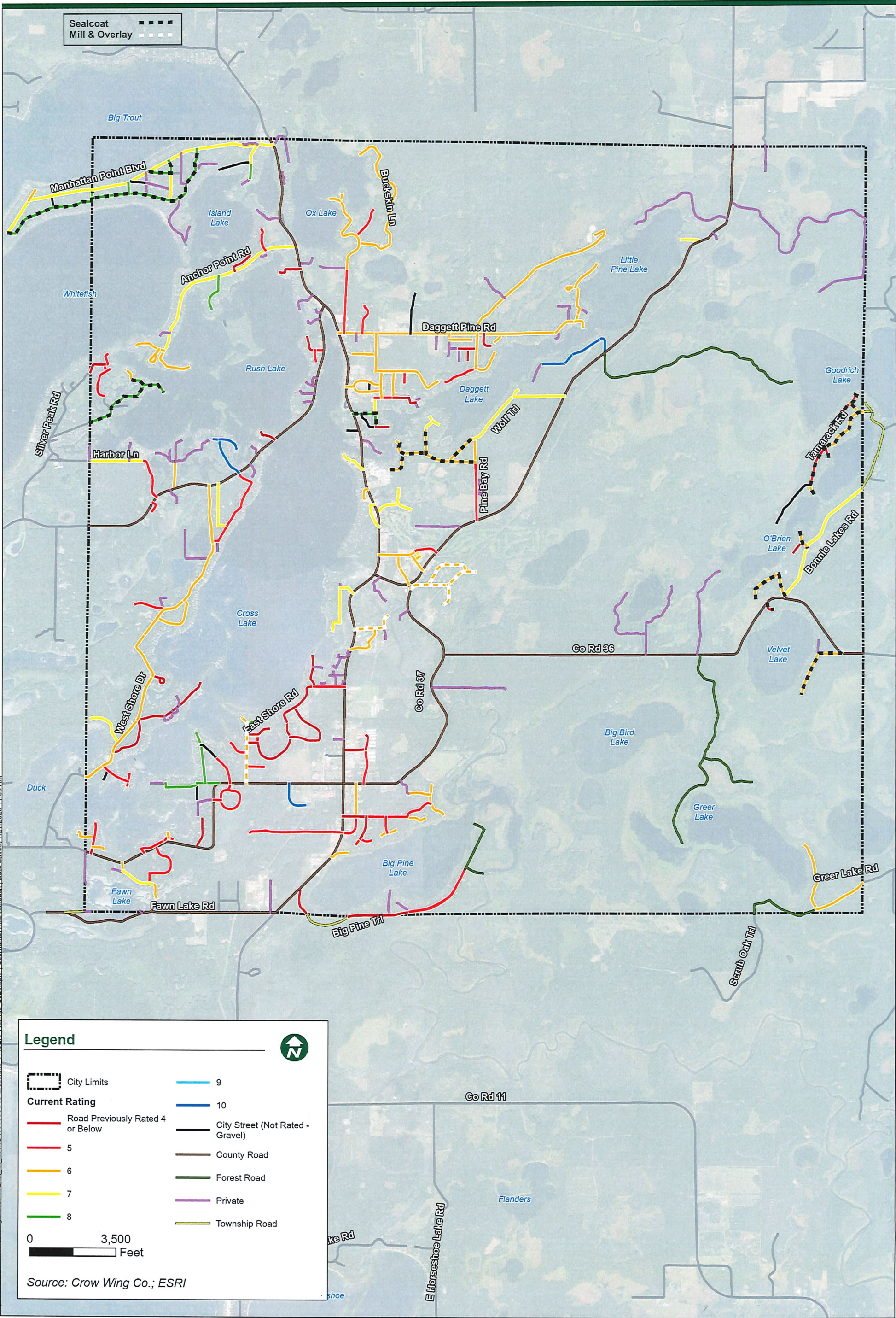


ROAD IMPROVEMENT PLAN - YEAR 3

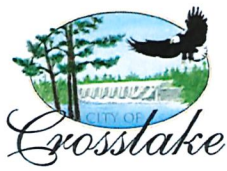




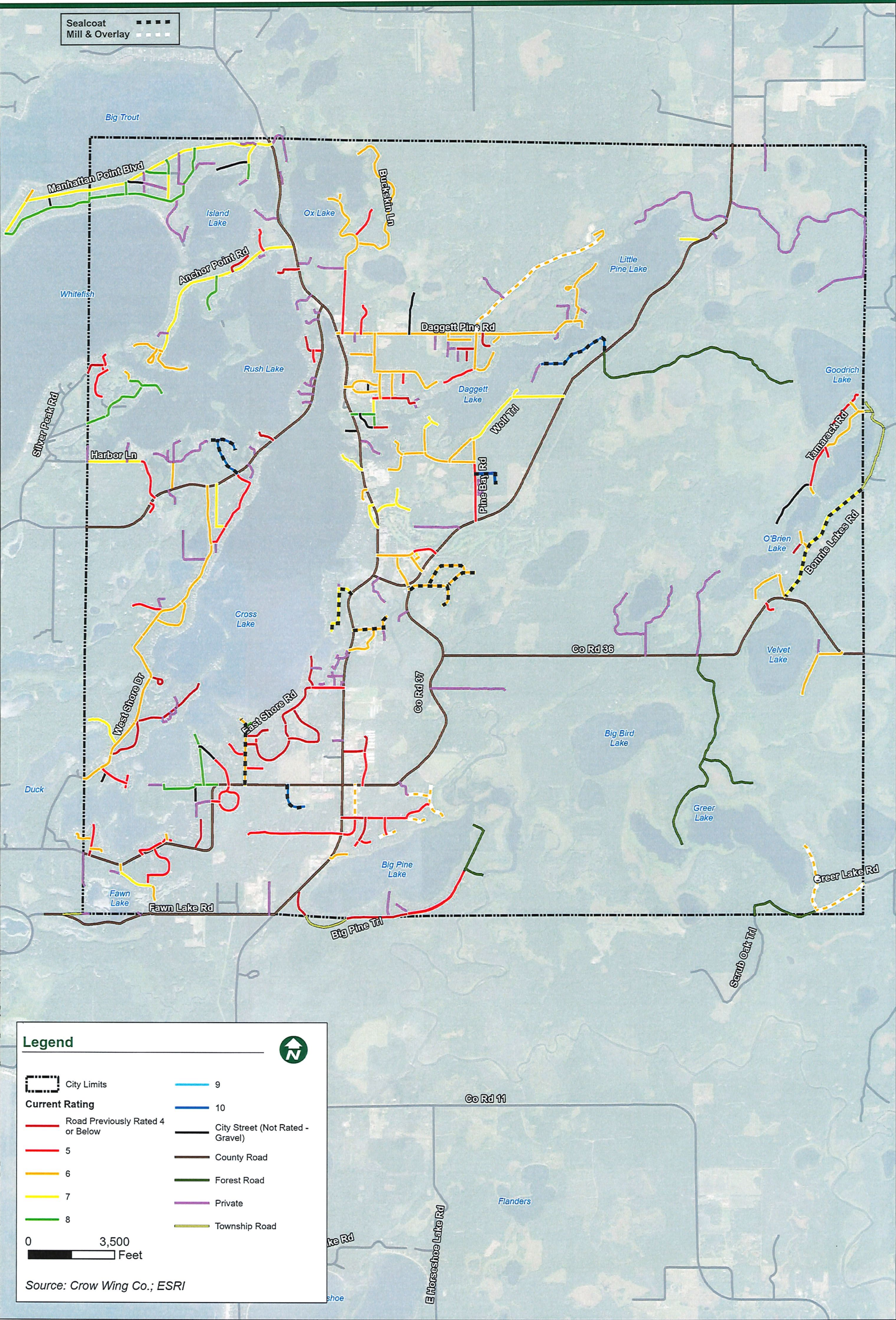
ROAD IMPROVEMENT PLAN - YEAR 4



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ROAD IMPROVEMENT PLAN - YEAR 5



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G.3.b.2.

Count	Identifier	Road_Name	Utilities?	Paved Width, ft	Paved Area, SY	2023 Rating	Segment Length, ft	Improve	Est Cost
Year 1 - 2024									
Sealcoat									
1	306-010	Allen Ave		30	952	7	285.6	Sealcoat	\$ 2,637.33
2	308-020	Anchor Point Rd		28	12,994	7	4176.5	Sealcoat	\$ 35,992.46
3	308-030	Anchor Point Rd		28	2,140	7	687.7	Sealcoat	\$ 5,926.71
4	308-040	Anchor Point Rd		28	4,743	7	1524.6	Sealcoat	\$ 13,139.07
5	308-050	Anchor Point Rd		28	3,922	7	1260.6	Sealcoat	\$ 10,863.37
6	319-010	Bald Eagle Tr		22	2,326	7	951.7	Sealcoat	\$ 6,444.04
7	320-010	Bay Shores Rd		19	1,653	7	783.1	Sealcoat	\$ 4,579.20
8	337-020	Brook St	Sewer	20	1,457	7	655.7	Sealcoat	\$ 4,036.30
9	345-010	Cool Haven La		16	2,338	7	1315.2	Sealcoat	\$ 6,476.45
10	350-010	Cross Lake Ave		20	191	7	85.9	Sealcoat	\$ 529.04
11	368-010	Duck La		18	3,413	7	1706.4	Sealcoat	\$ 9,453.34
12	376-010	Echo Dr		20	2,465	7	1109.3	Sealcoat	\$ 6,828.63
13	377-010	Edgewater La		14	659	7	423.3	Sealcoat	\$ 1,824.13
14	377-020	Edgewater La		16	1,053	7	592.1	Sealcoat	\$ 2,915.84
15	411-020	Johnie St		18	1,150	7	574.9	Sealcoat	\$ 3,184.73
16	437-010	Manhattan Point Blvd		24	2,941	7	1102.8	Sealcoat	\$ 8,145.79
17	437-020	Manhattan Point Blvd		24	23,590	7	8846.4	Sealcoat	\$ 65,345.31
18	463-020	Pine Bay Dr		19	2,210	7	1046.8	Sealcoat	\$ 6,121.62
19	475-010	Rabbit La		17	1,272	7	673.4	Sealcoat	\$ 3,523.40
20	475-020	Rabbit La		16	355	7	199.9	Sealcoat	\$ 984.17
21	502-030	South Lndg		22	1,017	7	415.9	Sealcoat	\$ 2,815.89
22	505-010	Summit Ave		20	1,350	7	607.5	Sealcoat	\$ 3,739.51
23	520-010	Talon Tr		22	3,292	7	1346.9	Sealcoat	\$ 9,119.94
24	537-020	White Oak Dr		20	3,631	7	1633.9	Sealcoat	\$ 10,057.32
25	545-020	Willwood La		20	1,988	7	894.4	Sealcoat	\$ 5,505.78
26	547-010	Wolf Ct		20	1,181	7	531.6	Sealcoat	\$ 3,272.37
27	548-020	Wolf Tr		22	767	7	313.9	Sealcoat	\$ 2,125.35
28	548-030	Wolf Tr		24	3,740	7	1402.4	Sealcoat	\$ 10,359.37
29	533-010	W Shore Dr		23	699	6	273.4	Sealcoat	\$ 1,935.30
30	533-020	W Shore Dr		23	2,430	6	950.9	Sealcoat	\$ 6,731.18
31	533-030	W Shore Dr		22	2,136	6	874.0	Sealcoat	\$ 5,918.00
32	533-040	W Shore Dr		22	1,790	6	732.2	Sealcoat	\$ 4,957.63
33	533-050	W Shore Dr		23	4,310	6	1686.4	Sealcoat	\$ 11,937.54
34	533-060	W Shore Dr		23	4,898	6	1916.7	Sealcoat	\$ 13,568.04
35	533-070	W Shore Dr		22	4,987	6	2040.2	Sealcoat	\$ 13,814.74
36	533-080	W Shore Dr		22	5,331	6	2180.8	Sealcoat	\$ 14,766.12
37	442-010	Maroda Dr		19	1,075	6	509.1	Sealcoat	\$ 2,977.22
38	379-010	Backdahl Rd		18	2,369	6	1184.3	Sealcoat	\$ 6,560.89
39	359-010	Daggett La		16	730	6	410.4	Sealcoat	\$ 2,021.03
40	362-020	Deer Ridge Dr		18	479	6	239.7	Sealcoat	\$ 1,328.07
41	365-010	Dream Island Cir		19	1,395	6	661.0	Sealcoat	\$ 3,865.32
42	367-010	Dream Island Rd		21	839	6	359.5	Sealcoat	\$ 2,323.84
43	367-020	Dream Island Rd		20	2,561	6	1152.4	Sealcoat	\$ 7,093.66
44	367-030	Dream Island Rd		21	3,024	6	1296.0	Sealcoat	\$ 8,376.32
45	443-010	Mary La		18	4,134	6	2067.2	Sealcoat	\$ 11,452.04
46	469-020	Pine Point Rd		14	1,516	6	974.7	Sealcoat	\$ 4,199.67
47	478-010	Ridgeway Drive		18	842	6	421.2	Sealcoat	\$ 2,333.57
48	542-010	Wilderness Tr		20	4,303	6	1936.1	Sealcoat	\$ 11,918.03
49	349-010	Cross Ave		18	1,598	6	799.2	Sealcoat	\$ 4,427.64
50	419-010	Lake Tr		18	1,933	6	966.3	Sealcoat	\$ 5,353.29
51	545-010	Willwood La		20	6,422	6	2890.1	Sealcoat	\$ 17,789.92
52	545-030	Willwood La		14	534	6	343.1	Sealcoat	\$ 1,478.40
						miles	11.7		\$ 413,073.92
Mill & Overlay									
1	360-010	Daggett Pine Rd		25	15,707	6	5654.5	Mill Overlay	\$ 345,549.90
2	360-020	Daggett Pine Rd		20	7,114	6	3201.3	Mill Overlay	\$ 156,506.42
3	469-010	Daggett Pine Rd		20	11,339	6	5102.6	Mill Overlay	\$ 249,461.60
						miles	2.6		\$ 751,517.92
						miles	14.4	Year 1	\$ 1,164,591.85

Count	Identifier	Road_Name	Utilities?	Paved Width, ft	Paved Area, SY	2023 Rating	Segment Length, ft	Improve	Est Cost
Year 2 - 2025									
Sealcoat									
1	360-010	Daggett Pine Rd		25	15,707	6	5654.5	Sealcoat	\$ 43,507.87
2	360-020	Daggett Pine Rd		20	7,114	6	3201.3	Sealcoat	\$ 19,705.58
3	469-010	Daggett Pine Rd		20	11,339	6	5102.6	Sealcoat	\$ 31,409.48
4	441-010	Margaret La		20	1,234	6	555.4	Sealcoat	\$ 3,418.76
						miles	2.7		\$ 98,041.70
Mill & Overlay									
1	484-010	Robert St		16	742	5	417.4	Mill Overlay	\$ 16,324.06
2	484-030	Robert St		20	2,146	5	965.8	Mill Overlay	\$ 47,216.65
3	507-010	Sunrise Island Rd		20	1,204	5	541.9	Mill Overlay	\$ 26,494.59
4	507-020	Sunrise Island Rd		20	4,574	5	2058.2	Mill Overlay	\$ 100,623.69
5	508-010	Sunset Dr		19	989	5	468.7	Mill Overlay	\$ 21,766.99
6	329-010	Backdahl Rd		20	3,039	5	1367.6	Mill Overlay	\$ 66,862.51
7	330-010	Blacksmith Pl		18	899	5	449.4	Mill Overlay	\$ 19,772.11
8	378-010	Egret Rd		21	2,882	5	1235.3	Mill Overlay	\$ 63,410.05
9	414-010	Kimball Rd	Sewer	20	870	5	391.3	Mill Overlay	\$ 19,130.72
10	399-010	Headquarters Dr		19	3,497	6	1656.6	Mill Overlay	\$ 76,939.06
11	340-010	Bunk House Rd		19	2,295	6	1087.3	Mill Overlay	\$ 50,500.09
12	422-010	Log Landing		24	3,346	6	1254.8	Mill Overlay	\$ 73,614.38
13	446-020	Miller Rd		24	4,005	6	1501.9	Mill Overlay	\$ 88,113.77
14	519-010	Tall Timbers Tr		20	1,402	6	631.1	Mill Overlay	\$ 30,854.45
15	464-030	Pine Bay Rd		20	2,099	5	944.5	Mill Overlay	\$ 46,173.51
16	464-020	Pine Bay Rd		20	2,314	6	1041.3	Mill Overlay	\$ 50,905.73
17	509-020	Swann Dr		35	4,827	5	1241.2	Mill Overlay	\$ 106,189.86
18	509-010	Swann Dr		33	4,453	6	1214.4	Mill Overlay	\$ 97,959.28
19	472-010	Pioneer Dr		37	4,236	6	1030.4	Mill Overlay	\$ 93,190.06
20	472-020	Pioneer Dr		37	3,138	6	763.3	Mill Overlay	\$ 69,032.62
						miles	3.8		\$ 1,165,074.16
						miles	6.6	Year 2	\$ 1,263,115.85
FDR / Reconstruction (Optional)									
1	398-010	Harbor Lane with Trail		21	701	7	300.4	M&O Recon	\$ 90,419.15
2	398-020	Harbor Lane With Trail		22	5,451	5	2229.8	Recon	\$ 672,530.06
						miles	0.5		\$ 762,949.20

Count	Identifier	Road Name	Utilities?	Paved Width, ft	Paved Area, SY	2023 Rating	Segment Length, ft	Improve	Est Cost
Year 3 - 2026									
Sealcoat									
1	484-010	Robert St		16	742	5	417.4	Sealcoat	\$ 2,055.35
2	484-030	Robert St		20	2,146	5	965.8	Sealcoat	\$ 5,945.01
3	507-010	Sunrise Island Rd		20	1,204	5	541.9	Sealcoat	\$ 3,335.91
4	507-020	Sunrise Island Rd		20	4,574	5	2058.2	Sealcoat	\$ 12,669.44
5	508-010	Sunset Dr		19	989	5	468.7	Sealcoat	\$ 2,740.66
6	329-010	Backdahl Rd		20	3,039	5	1367.6	Sealcoat	\$ 8,418.60
7	330-010	Blacksmith Pl		18	899	5	449.4	Sealcoat	\$ 2,489.49
8	378-010	Egret Rd		21	2,882	5	1235.3	Sealcoat	\$ 7,983.90
9	414-010	Kimball Rd	Sewer	20	870	5	391.3	Sealcoat	\$ 2,408.73
10	399-010	Headquarters Dr		19	3,497	6	1656.6	Sealcoat	\$ 9,687.33
11	340-010	Bunk House Rd		19	2,295	6	1087.3	Sealcoat	\$ 6,358.42
12	422-010	Log Landing		24	3,346	6	1254.8	Sealcoat	\$ 9,268.72
13	446-020	Miller Rd		24	4,005	6	1501.9	Sealcoat	\$ 11,094.32
14	519-010	Tall Timbers Tr		20	1,402	6	631.1	Sealcoat	\$ 3,884.86
15	464-030	Pine Bay Rd		20	2,099	5	944.5	Sealcoat	\$ 5,813.66
16	464-020	Pine Bay Rd		20	2,314	6	1041.3	Sealcoat	\$ 6,409.49
17	509-020	Swann Dr		35	4,827	5	1241.2	Sealcoat	\$ 13,370.27
18	509-010	Swann Dr		33	4,453	6	1214.4	Sealcoat	\$ 12,333.96
19	472-010	Pioneer Dr		37	4,236	6	1030.4	Sealcoat	\$ 11,733.48
20	472-020	Pioneer Dr		37	3,138	6	763.3	Sealcoat	\$ 8,691.83
6	385-020	Forest Lodge Rd		20	3,328	8	1497.8	Sealcoat	\$ 9,219.71
7	397-010	Happy Tr		10	850	8	764.7	Sealcoat	\$ 2,353.62
12	461-020	Perkins Rd		18	1,179	8	589.7	Sealcoat	\$ 3,266.84
13	461-040	Perkins Rd		20	3,311	8	1490.1	Sealcoat	\$ 9,172.16
15	502-020	South Lndg		22	2,225	8	910.1	Sealcoat	\$ 6,162.41
17	529-010	Urbans Point Rd		20	3,668	8	1650.4	Sealcoat	\$ 10,159.11
18	529-020	Urbans Point Rd		20	2,524	8	1136.0	Sealcoat	\$ 6,992.76
21	549-010	Woodland Dr		18	4,778	8	2389.2	Sealcoat	\$ 13,236.16
						miles	5.8		\$ 207,256.19
Mill & Overlay									
1	465-010	Pine Bay Tr		20	5,306	6	2387.5	Mill Overlay	\$ 116,723.55
2	465-020	Pine Bay Tr		20	2,116	6	952.3	Mill Overlay	\$ 46,557.57
3	465-030	Pine Bay Tr		20	2,457	6	1105.8	Mill Overlay	\$ 54,062.08
4	548-010	Wolf Tr		19	3,056	6	1447.4	Mill Overlay	\$ 67,222.12
5	499-010	Shores Dr		19	3,180	6	1506.5	Mill Overlay	\$ 69,969.73
6	464-010	Shores Dr		19	763	6	361.4	Mill Overlay	\$ 16,786.38
7	463-010	Pine Bay Dr		20	1,786	6	803.8	Mill Overlay	\$ 39,296.17
8	523-030	Tamarack Rd		20	799	5	359.6	Mill Overlay	\$ 17,581.50
9	523-040	Tamarack Rd		21	5,063	6	2169.9	Mill Overlay	\$ 111,389.40
10	521-010	Tamarack La		20	6,585	6	2963.1	Mill Overlay	\$ 144,862.57
11	524-010	Tamarack Tr		19	3,478	5	1647.3	Mill Overlay	\$ 76,506.18
12	334-010	Bonnie Lakes La		18	2,646	5	1322.8	Mill Overlay	\$ 58,203.23
13	334-020	Bonnie Lakes La		12	630	5	472.4	Mill Overlay	\$ 13,858.12
14	336-010	Bonnie Lakes Trl		18	939	6	469.4	Mill Overlay	\$ 20,654.35
15	477-020	Red Pine Drive		18	1,050	6	525.1	Mill Overlay	\$ 23,103.75
16	477-030	Red Pine Rd		18	697	6	348.6	Mill Overlay	\$ 15,339.42
17	498-010	Shamrock Rd		18	1,816	6	907.9	Mill Overlay	\$ 39,948.62
18	498-020	Shamrock Rd		19	1,485	6	703.3	Mill Overlay	\$ 32,662.17
19	530-010	Velvet La		17	2,960	5	1567.1	Mill Overlay	\$ 65,121.27
20	499-010	Shores Dr		19	3,180	6	1506.5	Mill Overlay	\$ 69,969.73
21	501-010	Sleepy Valley Rd		18	1,273	6	636.4	Mill Overlay	\$ 28,000.39
						miles	4.6		\$ 1,127,818.31
						miles	10.4	Year 3	\$ 1,335,074.50

Count	Identifier	Road_Name	Utilities?	Paved Width, ft	Paved Area, SY	2023 Rating	Segment Length, ft	Improve	Est Cost
Year 4 - 2027									
Sealcoat									
1	465-010	Pine Bay Tr		20	5,306	6	2387.5	Seal Cost	\$ 14,696.56
2	465-020	Pine Bay Tr		20	2,116	6	952.3	Seal Cost	\$ 5,862.02
3	465-030	Pine Bay Tr		20	2,457	6	1105.8	Seal Cost	\$ 6,806.91
4	548-010	Wolf Tr		19	3,056	6	1447.4	Seal Cost	\$ 8,463.88
5	499-010	Shores Dr		19	3,180	6	1506.5	Seal Cost	\$ 8,809.83
6	464-010	Shores Dr		19	763	6	361.4	Seal Cost	\$ 2,113.56
7	463-010	Pine Bay Dr		20	1,786	6	803.8	Seal Cost	\$ 4,947.75
8	523-030	Tamarack Rd		20	799	5	359.6	Seal Cost	\$ 2,213.67
9	523-040	Tamarack Rd		21	5,063	6	2169.9	Seal Cost	\$ 14,024.94
10	521-010	Tamarack La		20	6,585	6	2963.1	Seal Cost	\$ 18,239.51
11	524-010	Tamarack Tr		19	3,478	5	1647.3	Seal Cost	\$ 9,632.82
12	334-010	Bonnie Lakes La		18	2,646	5	1322.8	Seal Cost	\$ 7,328.32
13	334-020	Bonnie Lakes La		12	630	5	472.4	Seal Cost	\$ 1,744.86
14	336-010	Bonnie Lakes Trl		18	939	6	469.4	Seal Cost	\$ 2,600.57
15	477-020	Red Pine Drive		18	1,050	6	525.1	Seal Cost	\$ 2,908.97
16	477-030	Red Pine Rd		18	697	6	348.6	Seal Cost	\$ 1,931.37
17	498-010	Shamrock Rd		18	1,816	6	907.9	Seal Cost	\$ 5,029.89
18	498-020	Shamrock Rd		19	1,485	6	703.3	Seal Cost	\$ 4,112.46
19	530-010	Velvet La		17	2,960	5	1567.1	Seal Cost	\$ 8,199.36
20	499-010	Shores Dr		19	3,180	6	1506.5	Seal Cost	\$ 8,809.83
21	501-010	Sleepy Valley Rd		18	1,273	6	636.4	Seal Cost	\$ 3,525.50
8	401-010	Hilltop Dr		23	1,492	8	584.0	Sealcoat	\$ 4,133.73
19	539-020	Whitefish Ave		23	5,439	8	2128.3	Sealcoat	\$ 15,065.75
20	539-030	Whitefish Ave		23	5,447	8	2131.4	Sealcoat	\$ 15,087.76
4	337-010	Brook St	Sewer	16	961	8	540.4	Sealcoat	\$ 2,661.21
5	357-010	Daggett Bay Rd	Sewer	20	2,032	8	914.3	Sealcoat	\$ 5,627.92
16	505-020	Summit Ave		20	1,463	8	658.6	Sealcoat	\$ 4,053.75
14	496-010	Shadywood St		20	645	8	290.4	Sealcoat	\$ 1,787.30
9	444-010	Milinda Shores Rd		20	2,093	8	941.7	Sealcoat	\$ 5,796.89
10	444-020	Milinda Shores Rd		20	1,874	8	843.1	Sealcoat	\$ 5,189.61
11	444-050	Milinda Shores Rd		18	897	8	448.5	Sealcoat	\$ 2,484.42
						miles	6.4		\$ 203,890.92
Mill & Overlay									
1	396-010	Happy Landing Rd		25	2,682	6	965.4	Mill Overlay	\$ 58,996.38
2	396-020	Happy Landing Rd		15	3,311	6	1986.9	Mill Overlay	\$ 72,852.85
3	543-010	Wildwood Dr		22	13,239	6	5416.1	Mill Overlay	\$ 291,264.45
4	544-010	Wildwood Tr		21	3,295	6	1412.1	Mill Overlay	\$ 72,487.50
5	545-010	Willwood La		20	6,422	6	2890.1	Mill Overlay	\$ 141,291.81
6	545-030	Willwood La		14	534	6	343.1	Mill Overlay	\$ 11,741.84
7	538-010	White Birch Lane		22	3,141	6	1285.1	Mill Overlay	\$ 69,108.76
8	481-010	Riverwood La		24	3,472	6	1301.9	Mill Overlay	\$ 76,378.05
9	482-020	Riverwood Tr		17	301	6	159.2	Mill Overlay	\$ 6,616.03
						miles	3.0		\$ 800,737.67
						miles	9.4	Year 4	\$ 1,004,628.60

Count	Identifier	Road_Name	Utilities?	Paved Width, ft.	Paved Area, SY	2023 Rating	Segment Length, ft	Improve	Est.Cost
Year 5 - 2029									
Sealcoat									
1	335-010	Bonnie Lakes Rd		22	5,632	9	2304.0	Sealcoat	\$ 15,600.90
2	335-020	Bonnie Lakes Rd		22	8,362	9	3420.6	Sealcoat	\$ 23,161.58
3	489-010	Sand Pointe Dr		20	1,919	9	863.6	Sealcoat	\$ 5,316.06
4	489-020	Sand Pointe Dr		21	3,303	9	1415.5	Sealcoat	\$ 9,149.09
5	489-030	Sand Pointe Dr		20	1,355	9	609.9	Sealcoat	\$ 3,754.23
6	325-020	Birch Narrows Rd		20	2,114	10	951.2	Sealcoat	\$ 5,854.88
7	325-030	Birch Narrows Rd		20	1,044	10	470.0	Sealcoat	\$ 2,893.01
8	325-040	Birch Narrows Rd		20	2,864	10	1288.8	Sealcoat	\$ 7,933.53
9	325-050	Birch Narrows Rd		20	1,564	10	703.8	Sealcoat	\$ 4,332.53
10	487-010	Rushmoor Blvd		22	2,188	10	895.1	Sealcoat	\$ 6,060.63
11	488-040	Rushmoor Blvd		16	431	10	242.4	Sealcoat	\$ 1,193.65
12	488-030	Rushmoor Trl		16	3,149	10	1771.2	Sealcoat	\$ 8,721.95
13	540-010	Wild Wind Ranch Dr		18	9,486	10	4743.1	Sealcoat	\$ 26,277.03
14		Serenity Lane		20	3,467	10	1560.0	Sealcoat	\$ 9,602.67
15	396-010	Happy Landing Rd		25	2,682	6	965.4	Sealcoat	\$ 7,428.18
16	396-020	Happy Landing Rd		15	3,311	6	1986.9	Sealcoat	\$ 9,172.84
17	543-010	Wildwood Dr		22	13,239	6	5416.1	Sealcoat	\$ 36,672.84
18	544-010	Wildwood Tr		21	3,295	6	1412.1	Sealcoat	\$ 9,126.83
19	545-010	Willwood La		20	6,422	6	2890.1	Sealcoat	\$ 17,789.92
20	545-030	Willwood La		14	534	6	343.1	Sealcoat	\$ 1,478.40
21	538-010	White Birch Lane		22	3,141	6	1285.1	Sealcoat	\$ 8,701.42
22	481-010	Riverwood La		24	3,472	6	1301.9	Sealcoat	\$ 9,616.69
23	482-020	Riverwood Tr		17	301	6	159.2	Sealcoat	\$ 833.02
						miles	7.0		\$ 230,671.86
Mill & Overlay									
1	541-010	Wilderness Tr		28	16,003	6	5143.9	Mill Overlay	\$ 352,072.20
2	541-020	Wilderness Tr		28	4,353	6	1399.2	Mill Overlay	\$ 95,764.22
3	393-020	Greer Lake Rd		18	6,366	6	3182.9	Mill Overlay	\$ 140,045.40
4	393-030	Greer Lake Rd		22	6,887	6	2817.5	Mill Overlay	\$ 151,521.20
5	387-010	Gendreau Rd		24	3,585	6	1337.0	Mill Overlay	\$ 78,438.11
6	504-020	Sugar Loaf Rd		18	2,918	5	1459.2	Mill Overlay	\$ 64,206.57
7	504-010	Sugar Loaf Rd		20	1,814	6	816.4	Mill Overlay	\$ 39,912.54
8	470-010	Pine View La		20	1,166	6	524.8	Mill Overlay	\$ 25,655.24
9	470-020	Pine View La		18	1,470	6	735.2	Mill Overlay	\$ 32,350.91
10	497-040	Brita Lane		20	6,314	6	2841.2	Mill Overlay	\$ 138,902.98
						miles	3.8		\$ 1,118,869.37
						miles	10.8	Year 5	\$ 1,349,541.23
						5 Yr Plan Total (Sealcoat & M&O only)			\$ 6,116,952.03
						Total Improvement Miles			51.6
						Net Road System Improved Miles			37.4

G. 3. b. 3.

RESOLUTION NO. 23-__

EXTRACT OF MINUTES OF A MEETING OF THE
CITY COUNCIL OF THE
CITY OF CROSSLAKE, MINNESOTA

HELD: SEPTEMBER 11, 2023

Pursuant to due call, a regular meeting of the City Council of the City of Crosslake, Crow Wing County, Minnesota, was duly held at the City Hall on September 11, 2023, at 7:00 P.M., for the purpose, in part, of calling a public hearing on a street reconstruction plan and the intent to issue general obligation street reconstruction bonds.

The following members were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION CALLING A PUBLIC HEARING ON THE PROPOSAL TO ADOPT A
STREET RECONSTRUCTION PLAN AND THE INTENT TO ISSUE GENERAL
OBLIGATION STREET RECONSTRUCTION BONDS

WHEREAS, the City of Crosslake, Minnesota (the "City"), proposes that it is the best interest of the City to issue and sell general obligation street reconstruction bonds pursuant to Minnesota Statutes, Section 475.58, subdivision 3b, as amended (the "Act"), to finance the cost of street reconstruction projects, as described in the proposed street reconstruction plan described below, a copy of which is on file in the City Clerk's office; and

WHEREAS, pursuant to the Act, the City is authorized to issue and sell general obligation street reconstruction bonds to finance street reconstruction under the circumstances and within the limitations set forth in the Act; and the Act provides that street reconstruction projects may be financed with general obligation street reconstruction bonds, following adoption of a street reconstruction plan, after a public hearing on the street reconstruction plan and on the issuance of general obligation street reconstruction bonds and other proceedings conducted in accordance with the requirements of the Act; and

WHEREAS, pursuant to the Act, the City has undertaken to prepare a five year street reconstruction plan, which describes the streets to be reconstructed, the estimated costs and any planned reconstruction of other streets in the City, including the issuance of general obligation street reconstruction bonds under the Act (the "Plan"), to determine the funding strategy for street reconstruction projects.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Crosslake, Minnesota, as follows:

1. Public Hearing. The Council hereby determines to call for and to hold a public hearing on the Plan and the issuance of general obligation street reconstruction bonds thereunder at a meeting of the Council to be held on **October 9, 2023**, commencing at **7:30 p.m.**

2. Publication. The staff of the City is hereby authorized and directed to cause the Notice of Public Hearing which is attached to this Resolution to be published in the City's official newspapers not more than 28 and not less than 10 days prior to the scheduled public hearing date.

The motion for the adoption of the foregoing resolution was duly seconded by member _____ and, after a full discussion thereof and upon a vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

Whereupon the resolution was declared duly passed and adopted on September 11, 2023.

David Nevin
Mayor

ATTEST:

Charlene Nelson
City Clerk

(Seal)

STATE OF MINNESOTA
COUNTY OF CROW WING
CITY OF CROSSLAKE

I, the undersigned, being the duly qualified and City Clerk of the City of Crosslake, Minnesota, DO HEREBY CERTIFY that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true and complete transcript of the minutes of a meeting of the City Council, duly called and held on the date therein indicated, insofar as such minutes relate to calling a public hearing on a street reconstruction plan and the issuance of general obligation street reconstruction bonds.

WITNESS my hand on September 11, 2023.

City Clerk

CITY OF CROSSLAKE, MINNESOTA

NOTICE OF HEARING ON THE PROPOSAL TO ADOPT A STREET RECONSTRUCTION
PLAN AND THE INTENT TO ISSUE GENERAL OBLIGATION STREET
RECONSTRUCTION BONDS

Notice is hereby given that the City Council of the City of Crosslake, Minnesota, will meet on Monday, October 9, 2023 at 7:30 P.M. at City Hall in Crosslake, Minnesota, for the purpose of conducting a public hearing on (a) the proposal to adopt a five year street reconstruction plan and (b) the intent to issue general obligation street reconstruction bonds not to exceed approximately \$6,000,000, under its street reconstruction plan for street reconstruction improvements described in the street reconstruction plan.

All persons may appear at the public hearing and present their views to the Council orally or in writing.

If a petition requesting a vote on the issuance of the general obligation street reconstruction bonds is signed by voters equal to five percent of the votes cast in the last municipal general election and is filed with the City Clerk within 30 days of October 9, 2023, the City may issue the general obligation street reconstruction bonds only after obtaining the approval of a majority of the voters voting on the question of the issuance of the general obligation street reconstruction bonds.

By order of the City Council