

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

A. CALL TO ORDER

1. Pledge of Allegiance
2. Approval of Additions to the Agenda
3. Recognition of Retiring Firefighter

B. CRITICAL ISSUES

1. Michelle Soldo of Soldo Consulting P.C. – Results of Workplace Audit and Organizational Structure Assessment

C. PUBLIC HEARING

1. **7:00 P.M. – VACATION OF ROAD RIGHT-OF-WAY OF TROUT BEACH IN THE PLAT OF MANHATTAN BEACH ENTRANCE ADDITION BETWEEN 12880 AND 12886 MANHATTAN POINT BLVD (Council Action-Motion)**
 - a. Notice to Hearings to Surrounding Property Owners Certificate of Survey and Site Information
 - b. Certificate of Survey and Site Information
 - c. Public Comments

D. 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.

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

1. Regular Council Meeting Minutes of October 9, 2023
2. Special Council Meeting Minutes of October 18, 2023
3. Budget Workshop Meeting Minutes of October 25, 2023
4. Special Council Meeting Minutes of November 1, 2023
5. Unadjusted Draft: 10.31.2023 Month End Revenue Report
6. Unadjusted Draft: 10.31.2023 Month End Expenditures Report
7. Unadjusted Draft: 10.31.2023 Balance Sheet
8. Police Report for Crosslake – October 2023
9. Police Report for Mission Township – October 2023
10. Fire Department Report – October 2023
11. North Memorial Ambulance Run Report – September 2023
12. Public Safety Commission Meeting Minutes of October 4, 2023
13. October Planning and Zoning Monthly Statistics
14. Planning and Zoning Commission Meeting Minutes of September 22, 2023

15. Public Works Commission Meeting Minutes of October 2, 2023
16. Crosslake Park, Recreation, and Library Commission Meeting Minutes of September 27, 2023
17. Crosslake ROW Task Force Meeting Minutes of August 16, 2023
18. Waste Partners Recycling Reports for September 2023
19. Approval of F.I.R.E. Invoices
20. Bills for Approval

F. MAYOR'S AND COUNCIL MEMBERS' REPORT

1. Resolution Accepting Donations (Council Action-Motion)
2. Warren Stock – Request for City to Maintain Island View Lane (Council Action-Motion)
3. Set Date to Hold Special Meeting to Discuss Ordinance for Short Term Rentals (Council Action-Motion)

G. CITY ADMINISTRATOR'S REPORT

1. County Engineer Tim Bray – Cost Share Agreement for CSAH 66/3 Pedestrian/Intersection Improvements (Council Action-Motion)
2. County Engineer Tim Bray – Update on Joint Facility Lease Agreement
3. Approval of Statement of Work – Audit Services from Clifton Laron Allen (Council Action-Motion)
4. Accept Resignation from Heavy Equipment/Sewer Operator and Approve Advertizing to Fill Vacancy (Council Action-Motion)
5. Approval of Revised Drug, Alcohol and Cannabis Testing and Drug-Free Workplace Act Polic for Non-Commercial Drivers (Non-DOT) (Council Action-Motion)
6. Approval of Memorandum of Agreement Regarding Police Chief Salary (Council Action-Motion)
7. Approval of Memorandum of Agreement Regarding Police Sergeant Salary (Council Action-Motion)
8. Approval of Memorandum of Agreement Regarding New Maintenance Technician Position (Council Action-Motion)
9. Approval of Memorandum of Agreement Regarding Park Maintenance Wage Increase (Council Action-Motion)
10. Resolution Regarding Unpaid Sewer Charges (Council Action-Motion)
11. Ordinance No. 385 Naming Unnamed Roads as Sylva Land and Retriever Road and Adding the Road Names to the Master Road Name Index (Council Action-Motion)
12. Approval to Publish Summary of Ordinance No. 385 in Official Newspapers (Council Action-Motion)
13. Resolution Supporting the Efforts of Ideal Township to Improve Their Transfer Station (Council Action-Motion)
14. Email from Harlan Johnson dated November 9, 2023 Re: Health Insurance Renewal (Council Action-Motion)
15. Update on Attorney RFP's and Clarity on City Attorney Usage in the Interim

H. COMMISSION REPORTS

1. PARK AND RECREATION/LIBRARY

- a. Memo dated 11/2/2023 from TJ Graumann Re: Community Center Staff Wages (Council Action-Motion)
- b. Update on Polaris Ranger (Council Action-Motion)
- c. Facility Update (Council Action-Motion)

2. PUBLIC WORKS/SEWER/CEMETERY

- a. Motions Made by Public Works Commission for Council Consideration (Council Action-Motion)
 1. Request from Jim Anderson to Add Entrance to Parking Lot off of Swann Dr
 2. Approval of Erosion and Drainage Issue Solutions at Public Right of Way Between 11797 and 11805 Manhattan Pt Blvd
 3. Letter dated November 2, 2023 from Phil Martin Regarding Engineering Proposal for Road Improvement Plan Year 1 and Approval to Proceed with 2024 Road Improvements
- b. Update on Water Truck

I. 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.

J. OLD BUSINESS

K. NEW BUSINESS

L. ADJOURN

C.I.A.

July 24, 2023

Neighbors of Trout Beach in the plat of MANHATTAN BEACH ENTRANCE ADDITION

RE: Vacation

To Whom It May Concern:

I represent the City of Crosslake regarding the vacation of the platted right-of-way of Trout Beach, in the plat of MANHATTAN BEACH ENTRANCE ADDITION.

I have enclosed a Certificate of Survey with legal description, as well as a 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 **Tuesday, September 5, 2023, at 4:00 P.M.** at Crosslake City Hall

Park and Recreation Commission will meet on **Wednesday, September 27, 2023, at 2:00 P.M.** at the Crosslake Community Center.

Public Hearing is scheduled for **Monday, November 13, 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

VACATION DESCRIPTION

That part of Trout Beach as delineated and dedicated in MANHATTAN BEACH ENTRANCE ADDITION in Government Lot 3, Section 5, Township 137 North, Range 27 West, according to the recorded plat thereof, on file and of record in the office of the Recorder, Crow Wing County, Minnesota, lying northerly of a line 33.00 feet northerly of, as measured at a right angle to and parallel with the centerline of Manhattan Boulevard as delineated and dedicated in said MANHATTAN BEACH ENTRANCE ADDITION.

SURVEYOR'S NOTES

1. This survey was performed, and the survey map prepared, without benefit of either a title insurance commitment or an attorney's title opinion. The record boundary and the easement information (if any) shown hereon is based on information provided by the client. Research of documents affecting title to the property surveyed or adjoining properties has been limited to a cursory review of record information and it is recommended that all title matters affecting this property and survey be reviewed by an attorney or other title professional.
2. Field work was completed on July 13th, 2023.
3. Only utility lines and structures observed during the course of the field survey of this site are shown on this map. The surveyor does not guarantee that there are no other utility lines and structures, active or abandoned, on or adjacent to the subject property.
4. Orientation of the bearing system used for this survey is based on the NAD 83(2011) coordinate projection for Crow Wing County, Minnesota.
5. Vertical Datum: NGVD 1929 in feet

LEGEND

- 1/2" IRON PIPE MONUMENT SET MARKED BY U.C. NO. 52694
- MONUMENT FOUND
- POST
- SEPTIC CLEAN OUT
- SEPTIC
- POLE-UTILITY
- METER
- SIGN NON TRAFFIC
- SIGN TRAFFIC
- IRRIGATION SPRINKLER HEAD
- IRRIGATION VALVE BOX
- TREE-CONIFEROUS
- TREE-DECIDUOUS
- MAILBOX
- WELL
- STREET VACATION
- ADJACENT CURB & GUTTER
- OVERHEAD ELECTRIC
- INTERMEDIATE CONTOUR
- FENCE
- RIGHT OF WAY
- CONCRETE SURFACE
- BITUMINOUS SURFACE

SURVEYOR'S CERTIFICATION

I hereby certify that this survey, plan, or report 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.

07/13/2023

Zachary Zech
License Number 52694

CERTIFICATE OF SURVEY
CITY OF CORSSLAKE, MINNESOTA

7656 DESIGN ROAD, SUITE 200
BAXTER, MN 56425
(218) 825-0684



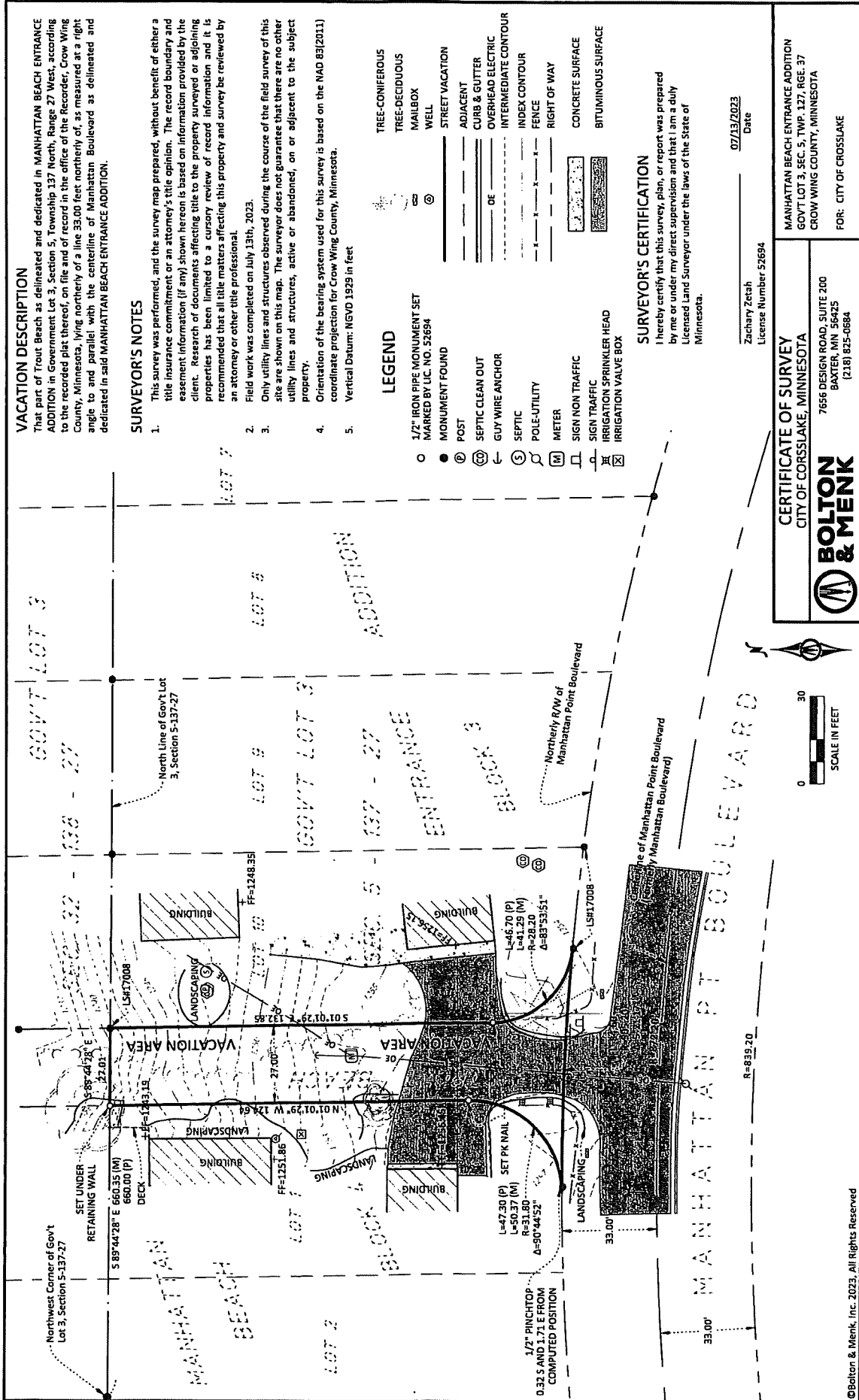
MANHATTAN BEACH ENTRANCE ADDITION
GOVT LOT 3, SEC. 5, TWP. 127, RGE. 37
CROW WING COUNTY, MINNESOTA
FOR: CITY OF CROSSLAKE

DRAWN BY: SMT

JOB NUMBER: 081.131252 FIELD BOOK:

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R-27-TL37-55





**BOLTON
& MENK**

Real People. Real Solutions.

7656 Design Road
Suite 200
Baxter, MN 56425-8676

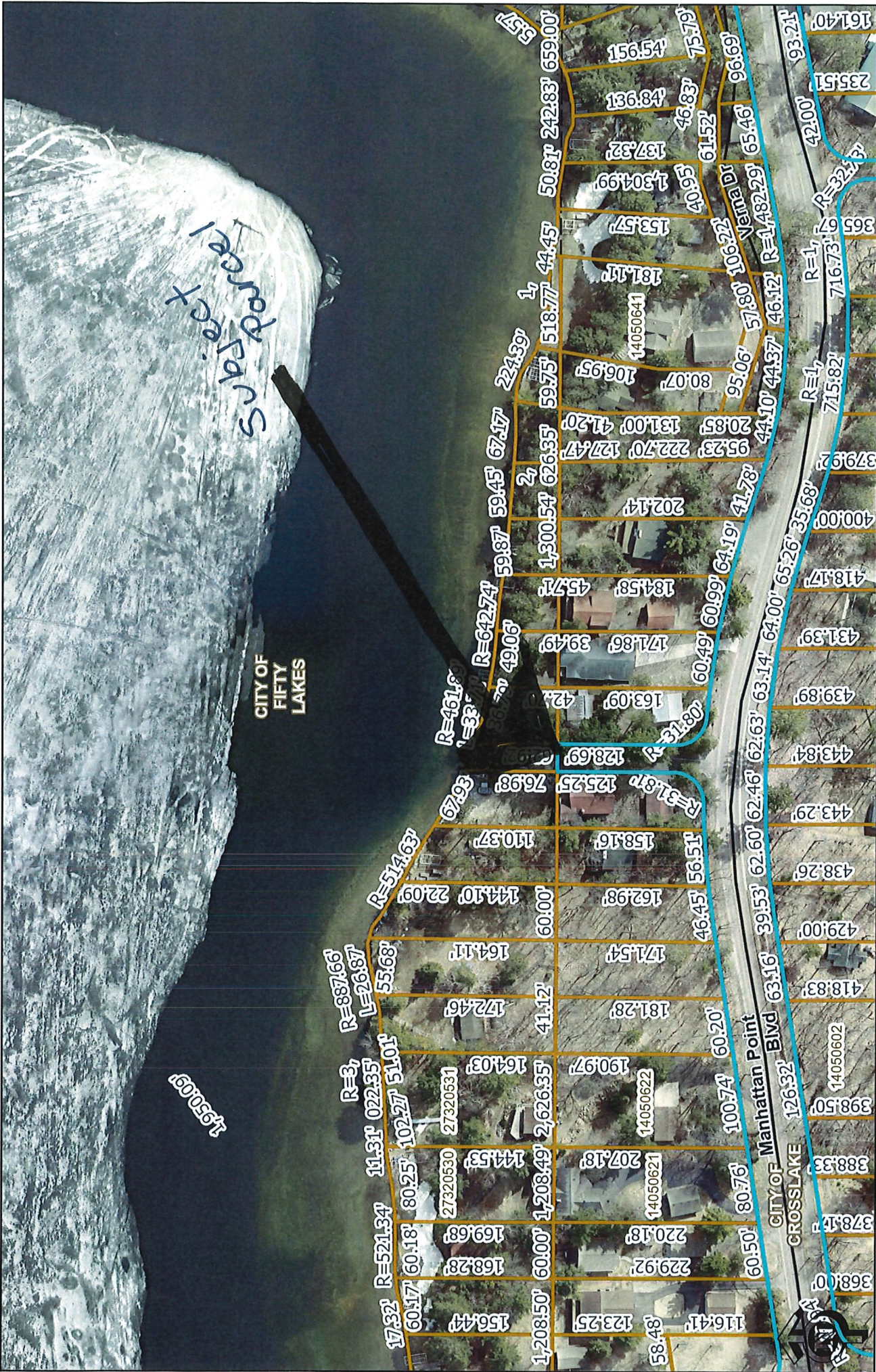
Ph: (218) 825-0684
Fax: (218) 825-0685
Bolton-Menk.com

July 17, 2023

RE: City of Crosslake, Minnesota
Project No.: 0B1131252

Vacation Description

That part of Trout Beach as delineated and dedicated in MANHATTAN BEACH ENTRANCE ADDITION in Government Lot 3, Section 5, Township 137 North, Range 27 West, according to the recorded plat thereof, on file and of record in the office of the Recorder, Crow Wing County, Minnesota, lying northerly of a line 33.00 feet northerly of, as measured at a right angle to and parallel with the centerline of Manhattan Boulevard as delineated and dedicated in said MANHATTAN BEACH ENTRANCE ADDITION.



CITY OF
FIFTY
LAKES

These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

8.5 x 11 Landscape



Date: 6/8/2023 Time: 11:58 AM

E. 1.

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

The Crosslake City Council held the Regular Council Meeting on Monday, October 9, 2023 in City Hall. The following Council Members were present: Mayor Dave Nevin, Marcia Seibert-Volz, Jackson Purfeerst, Aaron Herzog, and Sandy Farder. Also in attendance were City Administrator Mike Lyonais, City Clerk Char Nelson, Park Director TJ Graumann, Police Chief Jake Maier, Zoning Administrator Peter Gansen, Public Works Director Patrick Wehner, and City Engineer Phil Martin. Echo Publishing Reporter Tom Fraki attended via Zoom. There were approximately thirty audience members in City Hall and on Zoom.

A. CALL TO ORDER –Mayor Nevin called the Regular Council Meeting to order at 7:00 P.M. The Pledge of Allegiance was recited.

MOTION 10R-01-23 WAS MADE BY AARON HERZOG AND SECONDED BY SANDY FARDER TO APPROVE THE ADDITIONS TO THE AGENDA. MOTION CARRIED WITH ALL AYES.

B. PUBLIC FORUM – Warren Stock of 13421 Island View Lane addressed the Council and stated that he met with staff to see if the City would take over maintenance of Island View Lane. Mr. Stock stated that 9 families live on that road and that he paid for the road to be built to City specifications, although it does not have a turn around or 66 foot easement, which many roads in the City do not.

Dave Nevin asked who told Mr. Stock that it was built to City standards. Mr. Stock replied that Anderson Brothers stated that it met City specifications. Mr. Stock stated that he wanted protection from overweight vehicles and overnight parking and wanted the City to plow the road.

Pat Wehner stated that Mr. Stock said the plow drivers could push the snow into Mr. Stock’s driveway because there is no other place to put it. Mr. Wehner cautioned that when the property is sold, that may no longer be an option and therefore is not in favor of taking the road over.

Dave Nevin encouraged the Council to go take a look at Island View Lane and stated that no action would be taken tonight.

C. CONSENT CALENDAR – Marcia Seibert-Volz asked for information on the bill to WSN. Char Nelson replied that WSN, in conjunctional with Jim Anderson, created a promotional video of Crosslake several years ago which was funded by the Initiative Foundation. This is a passthrough payment of the grant to WSN. MOTION 10R-02-23 WAS MADE BY SANDY FARDER AND SECONDED BY JACKSON PURFEERST TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR:

- 1. Regular Council Meeting Minutes of September 11, 2023
- 2. Special Council Meeting Minutes of September 27, 2023

3. Unadjusted Draft: 09.30.2023 Month End Revenue Report
 4. Unadjusted Draft: 09.30.2023 Month End Expenditures Report
 5. Unadjusted Draft: 09.30.2023 Balance Sheet
 6. Police Report for Crosslake – September 2023
 7. Police Report for Mission Township – September 2023
 8. Fire Department Report – September 2023
 9. Public Safety Commission Meeting Minutes of September 6, 2023
 10. September Planning and Zoning Monthly Statistics
 11. Planning and Zoning Commission Meeting Minutes of August 25, 2023
 12. Public Works Commission Meeting Minutes of September 5, 2023
 13. Crosslake Park, Recreation, and Library Commission Meeting Minutes of August 23, 2023
 14. Waste Partners Recycling Reports for August 2023
 15. Approval of F.I.R.E. Invoices in the Amount of \$1,250
 16. Bills for Approval in the Amount of \$105,254.42
 17. Additional Bills for Approval in the Amount of \$3,070.27
- MOTION CARRIED WITH ALL AYES.

D. MAYOR’S AND COUNCIL MEMBERS’ REPORT

1. MOTION 10R-03-23 WAS MADE BY JACKSON PURFEERST AND SECONDED BY SANDY FARDER TO APPROVE RESOLUTION NO. 23-22 ACCEPTING DONATIONS FROM PAL FOUNDATION IN THE AMOUNT OF \$1,450.00 FOR THE PINE RIVER OVERLOOK PARK AND FROM PAL FOUNDATION IN THE AMOUNT OF \$75.92 FOR THE HALLOWEEN PARTY. MOTION CARRIED WITH ALL AYES.
2. Alden Hardwick gave an update on the Pine River Overlook Park. Pictures of the park were displayed showing picnic tables, pavilion, grass, and paved road. Mr. Hardwick stated that the kayak loading dock was not installed because the river was too low but would be in next spring. On behalf of PAL Foundation, Mr. Hardwick thanked the Council, donors, volunteers, staff and community for their support. Mr. Hardwick made special mention of Park Director TJ Graumann for the vision of the park and guidance to complete it. A grand opening is being planned for Memorial Day 2024.
3. Jonathan Grothe of the Crosslakers provided a summary of comments that were received at the Town Hall meeting on September 29 during Crosslake Days regarding the current plans for the roundabout and streetscape project that were presented by the engineers. Mr. Grothe showed a design that would change the parking lot at Andy’s to add parking places by eliminating the access to the north of the lot. Mr. Grothe stated that Cindy Myogeto had talked to the business owners and that they preferred the idea of more parking. MOTION 10R-04-23 WAS MADE BY SANDY FARDER AND SECONDED BY DAVE NEVIN TO APPROVE THE ELIMINATION OF A PARKING LOT ACCESS ON COUNTY ROAD 66 BETWEEN COMMON GOODS AND EDINA REALTY. MOTION CARRIED 4-1 WITH PURFEERST OPPOSED.

Mr. Grothe talked about the corner of 3 and 66 and the possibility of putting a gateway feature west of where the Chamber building sits. Phil Martin stated that all of these extra items will be the City's cost and that Tim Bray will come to the Council meeting in November with a Cost Share Agreement for the City's share of the basic project. MOTION 10R-05-23 WAS MADE BY JACKSON PURFEERST AND SECONDED BY AARON HERZOG TO SUPPORT THE ADDITION OF A GATEWAY FEATURE AT THE INTERSECTION OF CSAH 3/66 WHEN THE ROUNDABOUT IS CONSTRUCTED. MOTION CARRIED WITH ALL AYES.

4. The Council tabled discussion of Short-Term Rentals to a future meeting.

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

1. Phil Martin gave brief overview of 5-Year Road Improvement Plan, including the background, plan development, pavement rating system, improvement evaluation, and road plan summary. The Public Works Commission worked on the plan from March to August 2023 and approved it in September. The plan requires approximately \$1,000,000 of road maintenance per year. The goal is to focus on preserving roads as much as possible rather than replacing them.
2. No public comments were received.
3. MOTION 10R-06-23 WAS MADE BY SANDY FARDER AND SECONDED BY JACKSON PURFEERST TO APPROVE RESOLUTION NO. 23-23 ADOPTING A STREET RECONSTRUCTION PLAN AND APPROVING THE ISSUANCE OF GENERAL OBLIGATION STREET RECONSTRUCTION BONDS. MOTION CARRIED WITH ALL AYES.

F. CITY ADMINISTRATOR'S REPORT

1. Pequot Lakes Public Schools Superintendent Kurt Stumpf appeared before the Council to provide highlights and answers questions regarding the upcoming Capital Projects Levy and Bond Referendum election on November 7, 2023. Mr. Stumpf stated that the school has regular issues related to growth in enrollment such as space, maintenance and building repairs, but that the students are also seeking more career and technical education, including robotics, technology, woods, and culinary arts. Dave Nevin asked how much a person's tax would increase if they owned a \$400,000 home. Mr. Stumpf replied that if both parts of the referendum passed, property taxes would increase approximately \$25 per month.
2. City's insurance agent Harlan Johnson appeared before the Council and stated that 2024 health insurance premiums for the City have increased 6.3% over last year. Although this is significant, Mr. Johnson stated that many companies have seen increases up to 20%. Mr. Johnson reported that the plan includes a mandatory IRS adjustment; changing deductibles from \$3,000/\$6,000 to \$3,200/\$6,400. This change is unavoidable and still provides the same level of benefits. MOTION 10R-07-23 WAS MADE BY JACKSON PURFEERST AND SECONDED BY SANDY FARDER TO ACCEPT THE 2024 HEALTH INSURANCE RENEWAL AS PRESENTED WITH AN INCREASE IN

COST OF 6.3% OVER LAST YEAR AND TO DIRECT CITY ATTORNEY TO NOTIFY EACH COLLECTIVE BARGAINING UNIT AS SUCH. MOTION CARRIED WITH ALL AYES.

3. Mike Lyonais reported that Jake Maier's job performance has met expectations and that Mr. Maier is an asset to the Police Department. Mr. Lyonais has no areas of concern in his work and he recommends that Mr. Maier be removed from probationary status. MOTION 10R-08-23 WAS MADE BY AARON HERZOG AND SECONDED BY JACKSON PURFEERST TO REMOVE POLICE CHIEF JAKE MAIER FROM PROBATIONARY STATUS EFFECTIVE OCTOBER 9, 2023 AND TO PLACE MR. MAIER ON REGULAR FULL-TIME STATUS. MOTION CARRIED WITH ALL AYES.
4. MOTION 10R-09-23 WAS MADE BY AARON HERZOG AND SECONDED BY SANDY FARDER TO APPROVE THE MEMORANDUM OF AGREEMENT BETWEEN THE CITY OF CROSSLAKE AND AFSCME COUNCIL 65 REGARDING THE ADDITION OF THE POSITION OF ADMINISTRATIVE ASSISTANT AND RELATED WAGE SCHEDULE TO THE COLLECTIVE BARGAINING UNIT. MOTION CARRIED WITH ALL AYES.
5. MOTION 10R-10-23 WAS MADE BY JACKSON PURFEERST AND SECONDED BY MARCIA SEIBERT-VOLZ TO APPROVE THE AGREEMENT AND RATE SCHEDULE FOR CONSULTING SERVICES WITH USICG (HILDI INC.). MOTION CARRIED WITH ALL AYES.
6. Mike Lyonais reported that he was contacted by a supervisor at Ideal Township regarding the Ideal Township Transfer Station. Since the closing of many area recycling centers, Ideal has seen increased users and they are looking to build a larger building. Ideal Township is looking for a grant from Sourcewell and would like a letter of support for the project from the City of Crosslake. Sandy Farder and Mike Lyonais volunteered to meet with Ideal Township staff to discuss the plan.

G. COMMISSION REPORTS

1. ECONOMIC DEVELOPMENT AUTHORITY

- a. Included in the packet for information was the Crosslake EDA Survey Results 2023. Carla Bainbridge reviewed results with the Council and stated that the EDA worked in conjunction with BLAEDC to complete the survey. The survey was open for about 100 days and targeted both consumers and business owners. Consumers included full time residents, seasonal residents, weekend cabin residents and visitors. Approximately 340 responses were received. The proposal from the EDA based on the survey results is to create a task force called the Crosslake Business Consortium (CBC), comprised for business experts. The board would have at least 5 members.

2. PUBLIC SAFETY

- a. Chief Maier reported that he is seeing more need for animal control within the City for extreme cases, such as dangerous dogs, dog bites, and abandoned pets due to arrest. Chief Maier stated that Babinski Foundation is no longer taking animals and that HART will only take animals if they have a contract with them. Chief Maier stated that Mike O'Brien of Lakes Area Wildlife Control will pick up animals on a case-by-case basis, rather than a contract. MOTION 10R-11-23 WAS MADE BY SANDY FARDER AND SECONDED BY JACKSON PURFEERST TO APPROVE SERVICE AGREEMENT WITH HEARTLAND ANIMAL RESCUE TEAM (H.A.R.T.) FOR HOLDING STRAY AND IMPOUNDED ANIMALS AT A COST OF \$1.50 PER CAPITA BASED ON THE 2020 CENSUS. MOTION APPROVED WITH ALL AYES.
- b. Chief Maier reported that he received two applications for police officer position since May. One applicant from Bloomington was interviewed and the Public Safety Commission recommended that he be hired. MOTION 10R-12-23 WAS MADE BY JACKSON PURFEERST AND SECONDED BY SANDY FARDER TO APPROVE THE HIRING OF DAVID LUTTMERS AS POLICE OFFICER CONTINGENT ON SUCCESSFUL COMPLETION OF ALL BACKGROUND CHECKS. MOTION CARRIED WITH ALL AYES.

MOTION 10R-13-23 WAS MADE BY DAVE NEVIN AND SECONDED BY MARCIA SEIBERT-VOLZ TO PROMOTE TONY MARKS FROM POLICE OFFICER TO POLICE SERGEANT, AS RECOMMENDED BY POLICE CHIEF JAKE MAIER. MOTION CARRIED WITH ALL AYES.

3. PLANNING AND ZONING

- a. MOTION 10R-14-23 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY JACKSON PURFEERST TO APPROVE FINAL PLAT FOR SUNDOWN HOLDINGS INC FOR THE SUBDIVISION OF PARCEL #14280552 INVOLVING 30.6 ACRES INTO 12 TRACTS. MOTION CARRIED WITH ALL AYES.
- b. MOTION 10R-15-23 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY SANDY FARDER TO ACCEPT PARK DEDICATION OF CASH IN LIEU OF LAND FOR THE SUNDOWN HOLDINGS INC SUBDIVISION. MOTION CARRIED WITH ALL AYES.
- c. Zoning Administrator Pete Gansen provided a brief update on accessory structure standards that the Planning and Zoning Commission has been reviewing and reported that the Commission would be meeting in another workshop on October 26.

4. PUBLIC WORKS/SEWER/CEMETERY

- a. MOTION 10R-16-23 WAS MADE BY AARON HERZOG AND SECONDED BY SANDY FARDER TO APPROVE CHANGE ORDER NO. 5 DATED OCTOBER 2, 2023 REGARDING YELLOW CURB PAINTING AND ADDED TURN ARROW

PAVEMENT MESSAGES FROM CASPER CONSTRUCTION. MOTION CARRIED WITH ALL AYES.

Phil Martin reported that he has been working with Casper Construction on the manhole cover issues. Casper Construction cannot raise the covers any higher without cutting into the road. The County will not allow them to cut into the road. They have agreed to a \$6,000 deduct to the contract cost. Mr. Martin suggested reducing retainage to 1%. MOTION 10R-17-23 WAS MADE BY AARON HERZOG AND SECONDED BY MARCIA SEIBERT-VOLZ TO APPROVE PAY APP NO. 7 FROM CASPER CONSTRUCTION FOR THE CSAH SANITARY SEWER EXTENSION IN THE AMOUNT OF \$35,655.45. MOTION CARRIED WITH ALL AYES.

- b. MOTION 10R-18-23 WAS MADE BY SANDY FARDER AND SECONDED BY AARON HERZOG TO APPROVE THE STRIPING OF ANCHOR POINT ROAD AND ON THE SHARP CORNER OF ROBERT STREET AT AN ESTIMATED COST OF \$5,500. MOTION CARRIED WITH ALL AYES.

MOTION 10R-19-23 WAS MADE BY JACKSON PURFEERST AND SECONDED BY AARON HERZOG TO APPROVE THE PURCHASE OF A SNOW PUSHER IN 2023 AT A REDUCED COST OF \$8,950 FROM ZIEGLER USING PUBLIC WORKS CAPITAL OUTLAY FUNDS. MOTION CARRIED WITH ALL AYES.

- H. PUBLIC FORUM** – Peter Graves of 14131 Sugarloaf Road reported that a group of over 20 pickleball players from around Minnesota and Colorado recently came to Crosslake for a week. This group travels to new locations to participate in week long pickleball retreats and have gone to Costa Rica and Las Vegas in the past. They came to Crosslake last year and liked it so much they came back again this year. They thought the courts were great as well as local players and area amenities.

Jerry Volz of 37668 Moen Beach Trail stated that some of the lights are not working on the City Hall sign and one side is still missing letters. MOTION 10R-20-23 WAS MADE BY JACKSON PURFEERST AND SECONDED BY SANDY FARDER TO DIRECT STAFF TO HAVE LETTERING ON NORTH SIDE OF CITY HALL SIGN COMPLETE BY END OF NOVEMBER. MOTION CARRIED WITH ALL AYES.

MOTION 10R-21-23 WAS MADE BY JACKSON PURFEERST AND SECONDED BY MARCIA SEIBERT-VOLZ TO DIRECT STAFF TO PURCHASE LETTERING FOR THE NORTH SIDE OF CITY HALL SIGN. MOTION CARRIED WITH ALL AYES.

- I. CITY ATTORNEY REPORT** – None.

- J. OLD BUSINESS** – MOTION 10R-22-23 WAS MADE BY JACKSON PURFEERST AND SECONDED BY SANDY FARDER TO HAVE COUNCIL RECONSIDER MOTION ALLOWING ONLY DAVE NEVIN AND AARON HERZOG PERMISSION TO SPEAK TO LABOR ATTORNEY. MOTION CARRIED WITH ALL AYES.

MOTION 10R-23-23 WAS MADE BY DAVE NEVIN AND SECONDED BY SANDY FARDER TO ALLOW ALL COUNCIL MEMBERS TO SPEAK TO LABOR ATTORNEY. MOTION CARRIED WITH ALL AYES.

K. NEW BUSINESS – Marcia Seibert-Volz asked who does the drug testing for the City. Char Nelson replied that Mid Minnesota Drug Testing performs random drug testing for the City.

L. ADJOURN – MOTION 10R-24-23 WAS MADE BY JACKSON PURFEERST AND SECONDED BY SANDY FARDER TO ADJOURN THE MEETING AT 9:50 P.M. MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,

Charlene Nelson
City Clerk

E.2.

SPECIAL COUNCIL MEETING
CITY OF CROSSLAKE
WEDNESDAY, OCTOBER 18, 2023
11:30 A.M. – CITY HALL

The Council for the City of Crosslake met in a Special Session on Wednesday, October 18, 2023. The following Council Members were present: Mayor Dave Nevin, Aaron Herzog, Jackson Purfeerst, and Marcia Seibert-Volz. Sandy Farder and City Labor Attorney Susan Hansen attended via Zoom.

Dave Nevin called the meeting to order at 11:32 A.M. MOTION 10SP1-01-23 WAS MADE BY JACKSON PURFEERST AND SECONDED BY MARCIA SEIBERT-VOLZ 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 12:40 P.M. MOTION 10SP1-02-23 WAS MADE BY JACKSON PURFEERST AND SECONDED BY AARON HERZOG TO ADJOURN THE MEETING AT 12:40 P.M. MOTION CARRIED WITH ALL AYES.

Respectfully Submitted,

Charlene Nelson
City Clerk

E.
3.

BUDGET WORKSHOP
CITY OF CROSSLAKE
WEDNESDAY, OCTOBER 25, 2023
9:00 A.M. – CITY HALL

The Council for the City of Crosslake held a Budget Workshop on October 25, 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 were two people in the audience.

Mayor Nevin called the meeting to order at 9:00 A.M.

Mike Lyonais stated that there are still some unknowns with next year's budget including 3 wages issues and the roundabout/streetscape project. Mr. Lyonais stated that the City could avoid 3% interest on the shouldering machine if it were paid for in 2023.

Dave Nevin asked if the \$750,000 marked for the roundabout/streetscape project was to be paid in one year or spread out over time. Mike Lyonais stated that the Council decided to use cash from the sale of the phone company to pay for that item. A brief discussion regarding the 2024 road projects ensued. Mr. Lyonais stated that the Public Works Commission needs direction from the Council to move the road plan forward.

Marcia Seibert-Volz asked why Mike Lyonais did not make changes to the budget as directed at the last meeting. Mr. Lyonais showed the Council how the changes to the budget were made and stated that he could add a note on the monthly statements as a reminder.

Marcia Seibert-Volz noted that there was no reserve account for Pickleball Resurfacing and Mike Lyonais stated that he would get that added.

Aaron Herzog asked if the City had received a letter from North Memorial Ambulance regarding the monthly subsidy. Mike Lyonais stated that they plan to have the letter to the City by November 1st, which will state that the City no longer needs to make monthly payment of \$1,100 because the hours of operation are changing.

The Council discussed the Cost Share Agreement with the County for the CSAH 3/66 Pedestrian/Intersection Improvement Project and whether they should add additional funds for the City's share of extra costs. Mike Lyonais suggested that the Council not make a decision until November. Tom Swenson of the Public Works Commission stated that this project is an asset to the community and suggested that the Council use \$550,000 of phone company proceeds and \$200,000 of general funds to pay for the project. Mr. Swenson stated that the Council could buy down the bonds for the road projects with any extra cash. Mr. Swenson stated that the Public Works Commission needs direction from the Council on the road projects.

A brief discussion ensued regarding the lease with the County for the Joint Public Works Facility. Mike Lyonais stated that the bond has been paid off.

Marcia Seibert-Volz asked about the police contract with Mission Township. Chief Maier stated that the contract pays for the cost of an officer to patrol Mission. Dave Nevin stated that the cost of the contract should exceed the City's cost and that Chief Maier should start reviewing costs for the renewal of the contract in May 2024.

It was the consensus of the Council to direct staff to show change in budget of the \$750,000 coming from both phone company fund and general funds after Tim Bray provides a firm cost for the project.

It was the consensus of the Council that the Public Works Commission discuss feasibility reports and appraisals for the 2024 Road Improvements.

Marcia Seibert-Volz asked when part-time employees wages are reviewed. Staff stated that they were last reviewed two years ago. Ms. Seibert-Volz stated that they should be reviewed annually.

There being no further business at 10:35 A.M., MOTION 10SP2-01-23 WAS MADE BY JACKSON PURFEERST AND SECONDED BY AARON HERZOG TO ADJOURN THE MEETING. MOTION CARRIED WITH ALL AYES.

Respectfully Submitted,

Charlene Nelson
City Clerk

SPECIAL COUNCIL MEETING
CITY OF CROSSLAKE
WEDNESDAY, NOVEMBER 1, 2023
8:15 A.M. – CITY HALL

The Council for the City of Crosslake held a Special Meeting on Wednesday, November 1, 2023. The following Council Members were present: Mayor Dave Nevin, Aaron Herzog, Jackson Purfeerst, Sandy Farder, and Marcia Seibert-Volz. Also in attendance were City Administrator Mike Lyonais, City Clerk Char Nelson, Park Director TJ Graumann, and Public Works Director Pat Wehner. There was no audience.

Dave Nevin called the meeting to order at 8:15 A.M.

TJ Graumann reported that he, Pat Wehner, and Dave Nevin interviewed two applicants for the Maintenance Technician position and offered the position to one of them. The applicant declined the offer due to starting wage being too low. Mr. Graumann asked if the Council was open to starting applicant at higher step on union scale or if they wanted to readvertise. Mr. Graumann stated that the starting wage should be increased either way.

Marcia Seibert-Volz asked if the applicant, that the job was offered to, had any special skills. TJ Graumann replied that he did not. Ms. Seibert-Volz stated that she thought the City should readvertise rather than offer a higher wage.

Dave Nevin stated that the cost of everything in the world has gone up 30% and feels that it is important to have good people, even if we have to pay them more. Pat Wehner stated that other area cities are increasing their wages and that Crosslake's employees will leave if they are offered more somewhere else. Sandy Farder stated that the City needs to be more realistic about wages in this current environment. Marcia Seibert-Volz stated that the employees approved the union contract and wages so that is where it should stay until next negotiations.

The Council discussed raising the starting wage for the Maintenance Technician and how that would affect the pay of the current employee in that same wage scale. The Council agreed that the current employee's wage should be increased.

MOTION 11SP01-01-23 WAS MADE BY JACKSON PURFEERST AND SECONDED BY SANDY FARDER TO OFFER CURRENT APPLICANT STARTING WAGE OF \$20.13 PER HOUR WHICH IS STEP 4 ON THE AFSCME UNION CONTRACT WAGE SCALE AND TO MOVE PARK MAINTENANCE WORKER SHAWN PETERSON FROM STEP 5 TO STEP 9 OF THE AFSCME UNION CONTRACT WAGE SCALE AT A RATE OF \$23.34 PER HOUR BASED ON HIS YEARS OF EXPERIENCE. MOTION CARRIED WITH ALL AYES.

It was the consensus of the Council that if the applicant declined the new offer, the position should be readvertised with a salary range of \$18.41 to \$20.13.

Sandy Farder asked that TJ Graumann let the Council know if the applicant accepts the position.

There being no further business at 9:47 A.M., MOTION 11SP01-02-23 WAS MADE BY JACKSON PURFEERST AND SECONDED BY MARCIA SEIBERT-VOLZ TO ADJOURN THE MEETING. MOTION CARRIED WITH ALL EYES.

Respectfully Submitted,

Charlene Nelson
City Clerk

UNADJUSTED DRAFT: 10.31.2023 MONTH-END REVENUES

E.5.

City of Crosslake

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Month-End Revenue

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Current Period: OCTOBER 2023

SRC	SRC Descr	2023 Budget	OCTOBER 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	\$17,988.67	\$48,945.85	-\$48,945.85	0.00%
33401	Local Government Aid	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33402	Homestead Credit	\$400.00	\$201.17	\$201.17	\$198.83	50.29%
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	\$6,061.19	\$138.81	97.76%
33417	Police State Aid	\$54,000.00	\$0.00	\$59,891.83	-\$5,891.83	110.91%
33418	Fire State Aid	\$44,000.00	\$0.00	\$1,000.00	\$43,000.00	2.27%
33419	Fire Training Reimbursement	\$10,000.00	\$0.00	\$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	\$0.00	\$190.75	\$309.25	38.15%
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	\$5,025.00	\$81,102.00	-\$26,102.00	147.64%
34104	Plat Check Fee/Subdivision Fee	\$12,000.00	\$0.00	\$8,575.00	\$3,425.00	72.29%
34105	Variances and CUPS/IUPS	\$10,000.00	\$1,000.00	\$9,000.00	\$1,000.00	90.00%
34106	Sign Permits	\$500.00	\$50.00	\$350.00	\$150.00	70.00%
34107	Assessment Search Fees	\$2,000.00	\$120.00	\$1,785.00	\$215.00	91.50%
34108	Zoning Misc/Penalties	\$1,500.00	\$0.00	\$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	\$2,650.00	\$24,020.00	-\$11,020.00	198.62%
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	\$949.88	\$12,992.24	-\$12,792.24	6496.12%
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	\$5,150.00	-\$5,150.00	0.00%
34213	Police Receipts	\$5,000.00	\$252.95	\$1,218.45	\$3,781.55	24.37%
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	\$300.00	\$3,400.00	-\$2,400.00	340.00%
34700	Park & Rec Donation	\$300.00	\$120.00	\$283.00	\$17.00	94.33%

UNADJUSTED DRAFT: 10.31.2023 MONTH-END REVENUES

City of Crosslake

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Current Period: OCTOBER 2023

SRC	SRC Descr	2023 Budget	OCTOBER 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	\$62.00	\$638.00	-\$438.00	319.00%
34740	Park Concessions	\$500.00	\$7.00	\$9.00	\$491.00	1.80%
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	\$50.00	\$2,827.00	\$1,173.00	70.68%
34751	Shelter/Beer/Wine Fees	\$300.00	\$90.00	\$360.00	-\$60.00	120.00%
34760	Library Cards	\$500.00	\$108.00	\$1,149.00	-\$649.00	229.80%
34761	Library Donations	\$500.00	\$25.00	\$89.96	\$410.04	17.99%
34762	Library Copies	\$300.00	\$46.25	\$334.08	-\$34.08	111.36%
34763	Library Events	\$5,000.00	\$17.25	\$5,554.32	-\$554.32	111.09%
34764	Library Miscellaneous	\$50.00	\$3.00	\$23.50	\$26.50	47.00%
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	\$12,446.91	\$40,424.63	-\$37,424.63	1347.49%
34770	Silver Sneakers	\$15,000.00	\$1,911.00	\$19,017.00	-\$4,017.00	126.85%
34790	Park Dedication Fees	\$4,500.00	\$16,500.00	\$42,000.00	-\$37,500.00	933.33%
34800	Tennis Fees	\$1,500.00	\$0.00	\$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	\$16.00	\$2,636.00	-\$1,636.00	263.60%
34805	Aerobics Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34806	Weight Room Fees	\$30,000.00	\$2,613.50	\$30,674.00	-\$674.00	103.55%
34807	Volleyball Fees	\$750.00	\$0.00	\$104.00	\$646.00	13.87%
34808	Silver and Fit	\$1,000.00	\$24.00	\$108.00	\$892.00	10.80%
34809	Soccer Fees	\$1,500.00	\$700.00	\$805.00	\$695.00	53.67%
34810	Pickle Ball	\$15,000.00	\$260.00	\$18,603.00	-\$3,603.00	124.15%
34910	Transit Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34940	Cemetery Lots	\$5,000.00	\$1,000.00	\$4,750.00	\$250.00	95.00%
34941	Cemetery Openings	\$3,500.00	\$800.00	\$5,300.00	-\$1,800.00	151.43%
34942	Cemetery Other	\$450.00	\$100.00	\$700.00	-\$250.00	177.78%
34950	Public Works Revenue	\$3,000.00	\$325.00	\$1,750.00	\$1,250.00	58.33%
34952	County Joint Facility Payments	\$35,000.00	\$6,407.68	\$29,258.45	\$5,741.55	83.60%
34953	Recycling Revenues	\$500.00	\$0.00	\$139.37	\$360.63	27.87%
35100	Court Fines	\$10,000.00	\$1,413.88	\$19,955.14	-\$9,955.14	199.55%
35103	Library Fines	\$600.00	\$6.00	\$146.00	\$454.00	24.33%
35105	Restitution Receipts	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
36200	Miscellaneous Revenues	\$6,000.00	\$1,029.64	\$11,213.99	-\$5,213.99	186.90%
36201	Misc Reimbursements	\$0.00	\$7.75	\$1,201.29	-\$1,201.29	0.00%
36202	LIBRARY GRANTS	\$5,000.00	\$0.00	\$5,000.00	\$0.00	100.00%
36210	Interest Earnings	\$18,000.00	\$43,321.70	\$370,963.51	-\$352,963.51	2060.91%
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: 10.31.2023 MONTH-END REVENUES

**City of Crosslake
Month-End Revenue**

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Current Period: OCTOBER 2023

SRC	SRC Descr	2023 Budget	OCTOBER 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	\$117,949.23	\$3,267,670.69	\$1,046,137.31	75.81%
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	-\$300.43	\$101.61	-\$101.61	0.00%
36104	Penalty & Interest	\$1,500.00	\$153.21	\$1,670.84	-\$170.84	111.59%

UNADJUSTED DRAFT: 10.31.2023 MONTH-END REVENUES

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Month-End Revenue

Current Period: OCTOBER 2023

SRC	SRC Descr	2023 Budget	OCTOBER 2023 Amt	2023 YTD Amt	2023 YTD Balance	2023 % of Budget
36200	Miscellaneous Revenues	\$1,500.00	\$0.00	\$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	\$30,484.78	\$312,608.19	\$37,391.81	89.91%
37250	Sewer Connection Payments	\$21,000.00	\$11,000.00	\$60,600.00	-\$39,600.00	288.57%
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	\$41,337.56	\$425,596.72	\$35,453.28	92.49%
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	\$159,286.79	\$4,420,697.13	\$1,607,453.87	73.39%

([Act Status]="Active")

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City of Crosslake

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Month End Expenditures

Current Period: OCTOBER 2023

OBJ	OBJ Descr	2023 Budget	OCTOBER 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	\$2,400.00	\$25,814.75	\$4,185.25	86.05%
122	FICA	\$2,295.00	\$183.60	\$1,976.18	\$318.82	86.11%
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	\$1,032.21	\$343.79	75.02%
331	Travel Expenses	\$1,500.00	\$0.00	\$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	\$2,698.29	\$30,103.99	\$7,600.01	79.84%
DEPT 41400 Administration						
100	Wages and Salaries Dept Head	\$108,160.00	\$8,558.00	\$101,234.82	\$6,925.18	93.60%
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	\$6,823.90	\$75,602.84	\$12,507.16	85.81%
121	PERA	\$14,720.00	\$1,153.64	\$13,085.48	\$1,634.52	88.90%
122	FICA	\$15,015.00	\$1,040.99	\$11,772.48	\$3,242.52	78.40%
131	Employer Paid Health	\$33,478.00	\$2,789.85	\$27,898.50	\$5,579.50	83.33%
132	Employer Paid Disability	\$1,517.00	\$143.86	\$1,438.60	\$78.40	94.83%
133	Employer Paid Dental	\$2,064.00	\$103.00	\$1,006.96	\$1,057.04	48.79%
134	Employer Paid Life	\$134.00	\$10.40	\$104.00	\$30.00	77.61%
136	Deferred Compensation	\$0.00	\$0.00	\$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	\$2,250.00	\$9,000.00	\$0.00	100.00%
200	Office Supplies	\$2,000.00	\$606.06	\$2,712.88	-\$712.88	135.64%
208	Instruction Fees	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
210	Operating Supplies	\$1,000.00	\$10.00	\$257.00	\$743.00	25.70%
220	Repair/Maint Supply - Equip	\$3,834.00	\$551.33	\$5,887.13	-\$2,053.13	153.55%
301	Auditing and Acct g Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$3,000.00	\$214.36	\$1,942.14	\$1,057.86	64.74%
322	Postage	\$750.00	\$0.00	\$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	\$0.00	\$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	\$1,543.83	\$5,944.71	-\$781.71	115.14%
600	Principal	\$970.00	\$79.66	\$790.70	\$179.30	81.52%
610	Interest	\$20.00	\$2.84	\$34.30	-\$14.30	171.50%
DEPT 41400 Administration		\$296,442.00	\$25,881.72	\$262,438.18	\$34,003.82	88.53%
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	OCTOBER 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	\$2,931.65	\$16,887.41	-\$9,887.41	241.25%
307	Legal Fees (Labor)	\$10,000.00	\$1,470.00	\$15,787.32	-\$5,787.32	157.87%
DEPT 41600 Audit/Legal Services		\$49,000.00	\$4,401.65	\$66,425.23	-\$17,425.23	135.56%
DEPT 41910 Planning and Zoning						
100	Wages and Salaries Dept Head	\$73,486.00	\$5,683.84	\$62,492.24	\$10,993.76	85.04%
101	Assistant	\$65,562.00	\$5,451.44	\$58,223.38	\$7,338.62	88.81%
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	\$835.14	\$9,053.67	\$1,375.33	86.81%
122	FICA	\$10,637.00	\$816.95	\$8,868.90	\$1,768.10	83.38%
131	Employer Paid Health	\$33,478.00	\$797.29	\$8,088.13	\$25,389.87	24.16%
132	Employer Paid Disability	\$1,130.00	\$106.78	\$1,067.80	\$62.20	94.50%
133	Employer Paid Dental	\$2,064.00	\$118.72	\$1,160.64	\$903.36	56.23%
134	Employer Paid Life	\$134.00	\$10.40	\$104.00	\$30.00	77.61%
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	\$1,453.30	\$10,033.00	-\$3,033.00	143.33%
200	Office Supplies	\$1,300.00	\$496.94	\$1,811.58	-\$511.58	139.35%
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	\$0.00	\$260.99	-\$260.99	0.00%
220	Repair/Maint Supply - Equip	\$3,934.00	\$551.33	\$4,625.48	-\$691.48	117.58%
221	Repair/Maint Vehicles 302	\$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	\$355.08	\$500.00	\$0.00	100.00%
303	Engineering Fees	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
304	Legal Fees (Civil)	\$3,000.00	\$0.00	\$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	\$214.37	\$1,942.14	\$557.86	77.69%
321	Communications-Cellular	\$500.00	\$38.23	\$344.07	\$155.93	68.81%
322	Postage	\$500.00	\$0.00	\$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	\$1,610.00	\$3,605.00	-\$605.00	120.17%
340	Advertising	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
351	Legal Notices Publishing	\$1,600.00	\$85.50	\$1,034.32	\$565.68	64.65%
352	Filing Fees	\$750.00	\$46.00	\$368.00	\$382.00	49.07%
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	\$1,113.00	-\$1,113.00	0.00%
441	Emergency Supplies	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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OBJ	OBJ Descr	2023 Budget	OCTOBER 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget
443	Sales Tax	\$0.00	\$1.00	\$14.00	-\$14.00	0.00%
452	Refund	\$500.00	\$525.00	\$1,400.00	-\$900.00	280.00%
470	Consultant Fees	\$0.00	\$2,450.00	\$9,050.00	-\$9,050.00	0.00%
500	Capital Outlay -	\$5,163.00	\$0.00	\$8,348.88	-\$3,185.88	161.71%
600	Principal	\$970.00	\$79.66	\$790.70	\$179.30	81.52%
610	Interest	\$20.00	\$2.84	\$34.30	-\$14.30	171.50%
DEPT 41910 Planning and Zoning		\$242,095.00	\$21,729.81	\$203,052.44	\$39,042.56	83.87%
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	\$58.50	\$1,698.94	\$801.06	67.96%
220	Repair/Maint Supply - Equip	\$500.00	\$0.00	\$775.93	-\$275.93	155.19%
223	Bldg Repair Suppl/Maintenance	\$5,000.00	\$4,359.02	\$10,790.73	-\$5,790.73	215.81%
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	\$86.68	\$771.44	-\$271.44	154.29%
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	\$65.00	\$576.44	-\$76.44	115.29%
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	\$962.00	\$9,289.00	\$711.00	92.89%
383	Gas Utilities	\$4,500.00	\$0.00	\$2,098.32	\$2,401.68	46.63%
384	Refuse/Garbage Disposal	\$650.00	\$73.24	\$630.94	\$19.06	97.07%
385	Sewer Utility	\$600.00	\$55.00	\$550.00	\$50.00	91.67%
389	Generator Expense	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
405	Cleaning Services	\$13,200.00	\$600.00	\$7,000.00	\$6,200.00	53.03%
430	Miscellaneous	\$1,500.00	\$10.00	\$1,539.10	-\$39.10	102.61%
433	Dues/Contracts/Subscriptions	\$8,000.00	\$184.02	\$6,191.30	\$1,808.70	77.39%
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	\$348.00	\$4,203.73	\$796.27	84.07%
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	\$4,000.00	\$0.00	100.00%

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OBJ	OBJ Descr	2023 Budget	OCTOBER 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	\$6,801.46	\$97,183.74	\$107,842.26	47.40%
DEPT 42110 Police Administration						
100	Wages and Salaries Dept Head	\$101,137.00	\$5,969.00	\$123,959.52	-\$22,822.52	122.57%
101	Assistant	\$76,814.00	\$0.00	\$45,596.71	\$31,217.29	59.36%
102	Administrative Assistant	\$0.00	\$4,110.13	\$7,920.82	-\$7,920.82	0.00%
103	Tech 1	\$76,324.00	\$5,825.96	\$61,940.98	\$14,383.02	81.16%
104	Tech 2	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
108	Tech 3	\$26,000.00	\$0.00	\$350.00	\$25,650.00	1.35%
110	Tech 4	\$68,502.00	\$5,145.12	\$59,138.99	\$9,363.01	86.33%
112	Tech 5	\$63,933.00	\$4,806.45	\$50,720.02	\$13,212.98	79.33%
113	Tech 6	\$63,933.00	\$4,840.35	\$57,191.70	\$6,741.30	89.46%
121	PERA	\$84,366.00	\$5,014.14	\$63,238.61	\$21,127.39	74.96%
122	FICA	\$6,911.00	\$669.78	\$5,398.08	\$1,512.92	78.11%
131	Employer Paid Health	\$114,777.00	\$7,572.26	\$70,542.21	\$44,234.79	61.46%
132	Employer Paid Disability	\$3,270.00	\$283.42	\$2,893.70	\$376.30	88.49%
133	Employer Paid Dental	\$4,926.00	\$324.65	\$2,838.17	\$2,087.83	57.62%
134	Employer Paid Life	\$403.00	\$31.20	\$306.80	\$96.20	76.13%
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	\$6,000.00	\$30,750.00	-\$6,750.00	128.13%
200	Office Supplies	\$300.00	\$109.39	\$1,290.70	-\$990.70	430.23%
208	Instruction Fees	\$10,001.00	\$1,124.00	\$4,795.87	\$5,205.13	47.95%
209	Physicals	\$800.00	\$0.00	\$0.00	\$800.00	0.00%
210	Operating Supplies	\$3,000.00	\$980.62	\$3,198.16	-\$198.16	106.61%
212	Motor Fuels	\$18,000.00	\$2,173.04	\$19,840.55	-\$1,840.55	110.23%
214	Auto Expense- Squad 307	\$1,500.00	\$1,139.72	\$1,670.35	-\$170.35	111.36%
216	Auto Expense- Squad 305	\$1,200.00	\$0.00	\$1,612.81	-\$412.81	134.40%
217	Auto Expense- Squad 303	\$1,000.00	\$3,098.41	\$3,965.85	-\$2,965.85	396.59%
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	\$1,408.94	\$2,609.45	-\$609.45	130.47%
220	Repair/Maint Supply - Equip	\$10,000.00	\$250.00	\$2,500.00	\$7,500.00	25.00%
221	Repair/Maint Vehicles 302	\$2,000.00	\$89.42	\$4,126.44	-\$2,126.44	206.32%
223	Bldg Repair Suppl/Maintenance	\$500.00	\$0.00	\$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	\$0.00	\$601.77	\$73.23	89.15%
265	Unif & P/T Expense	\$500.00	\$110.00	\$121.07	\$378.93	24.21%
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	\$392.40	\$392.40	\$107.60	78.48%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
319	Donation Expenditures	\$0.00	\$0.00	\$1,192.10	-\$1,192.10	0.00%
320	Communications	\$5,400.00	\$486.29	\$4,423.41	\$976.59	81.92%
321	Communications-Cellular	\$5,400.00	\$603.80	\$5,189.75	\$210.25	96.11%
322	Postage	\$200.00	\$19.10	\$144.61	\$55.39	72.31%
331	Travel Expenses	\$2,500.00	\$0.00	\$1,510.21	\$989.79	60.41%

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OBJ	OBJ Descr	2023 Budget	OCTOBER 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	\$0.00	\$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	\$3,200.00	\$1,600.00	66.67%
413	Office Equipment Rental/Repair	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
430	Miscellaneous	\$200.00	\$0.00	\$843.52	-\$643.52	421.76%
433	Dues/Contracts/Subscriptions	\$12,000.00	\$840.73	\$15,425.06	-\$3,425.06	128.54%
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	\$15,773.35	\$36,581.31	-\$19,981.31	220.37%
550	Capital Outlay -	\$67,207.00	\$0.00	\$13,340.11	\$53,866.89	19.85%
600	Principal	\$499.00	\$41.71	\$373.46	\$125.54	74.84%
610	Interest	\$21.00	\$1.63	\$16.60	\$4.40	79.05%
DEPT 42110 Police Administration		\$960,964.00	\$79,535.01	\$789,226.97	\$171,737.03	82.13%
DEPT 42280 Fire Administration						
100	Wages and Salaries Dept Head	\$39,400.00	\$3,340.00	\$28,240.00	\$11,160.00	71.68%
101	Assistant	\$6,000.00	\$300.00	\$3,000.00	\$3,000.00	50.00%
106	Training	\$2,100.00	\$150.00	\$1,500.00	\$600.00	71.43%
107	Services	\$165,625.00	\$16,289.50	\$167,235.00	-\$1,610.00	100.97%
121	PERA	\$4,425.00	\$0.00	\$0.00	\$4,425.00	0.00%
122	FICA	\$14,392.00	\$1,536.07	\$15,297.94	-\$905.94	106.29%
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	\$476.01	-\$376.01	476.01%
208	Instruction Fees	\$15,000.00	\$1,250.00	\$25,777.17	-\$10,777.17	171.85%
209	Physicals	\$3,500.00	\$0.00	\$3,280.00	\$220.00	93.71%
210	Operating Supplies	\$10,000.00	\$53.15	\$2,814.60	\$7,185.40	28.15%
212	Motor Fuels	\$500.00	\$202.93	\$1,265.28	-\$765.28	253.06%
213	Diesel Fuel	\$1,000.00	\$163.85	\$2,085.62	-\$1,085.62	208.56%
220	Repair/Maint Supply - Equip	\$5,000.00	\$2,084.50	\$9,524.04	-\$4,524.04	190.48%
221	Repair/Maint Vehicles 302	\$12,000.00	\$48.00	\$13,565.78	-\$1,565.78	113.05%
222	Tires	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$5,000.00	\$168.84	\$3,785.45	\$1,214.55	75.71%
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	\$520.56	\$5,147.71	-\$3,647.71	343.18%
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	\$1,463.76	\$3,536.24	29.28%
319	Donation Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$1,500.00	\$280.36	\$2,510.00	-\$1,010.00	167.33%
321	Communications-Cellular	\$4,000.00	\$431.96	\$3,748.67	\$251.33	93.72%
322	Postage	\$25.00	\$0.00	\$0.00	\$25.00	0.00%
331	Travel Expenses	\$6,000.00	\$1,155.32	\$5,171.40	\$828.60	86.19%
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	\$551.00	\$5,220.00	\$2,280.00	69.60%
383	Gas Utilities	\$15,000.00	-\$15.85	\$4,000.41	\$10,999.59	26.67%
384	Refuse/Garbage Disposal	\$1,000.00	\$117.92	\$1,047.33	-\$47.33	104.73%
385	Sewer Utility	\$660.00	\$55.00	\$495.00	\$165.00	75.00%
405	Cleaning Services	\$2,400.00	\$150.00	\$1,600.00	\$800.00	66.67%

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OBJ	OBJ Descr	2023 Budget	OCTOBER 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget
430	Miscellaneous	\$2,000.00	\$949.88	\$1,837.88	\$162.12	91.89%
433	Dues/Contracts/Subscriptions	\$2,000.00	\$192.71	\$4,053.14	-\$2,053.14	202.66%
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	\$468.00	\$3,732.00	\$26,268.00	12.44%
492	FDRA State Aid	\$45,000.00	\$0.00	\$1,000.00	\$44,000.00	2.22%
500	Capital Outlay -	\$49,290.00	\$3,981.00	\$53,462.93	-\$4,172.93	108.47%
550	Capital Outlay -	\$696,625.00	\$0.00	\$260,000.00	\$436,625.00	37.32%
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	\$34,424.70	\$665,099.92	\$528,418.08	55.73%
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	\$0.00	\$8,800.00	\$4,400.00	66.67%
DEPT 42500 Ambulance Services		\$15,000.00	\$0.00	\$9,012.33	\$5,987.67	60.08%
DEPT 43000 Public Works (GENERAL)						
100	Wages and Salaries Dept Head	\$0.00	\$4,543.28	\$15,144.27	-\$15,144.27	0.00%
103	Tech 1	\$69,919.00	\$3,815.56	\$49,322.12	\$20,596.88	70.54%
104	Tech 2	\$79,508.00	\$1,759.99	\$47,196.38	\$32,311.62	59.36%
105	Part-time	\$1,393.00	\$0.00	\$0.00	\$1,393.00	0.00%
108	Tech 3	\$67,977.00	\$4,163.40	\$47,473.74	\$20,503.26	69.84%
121	PERA	\$16,305.00	\$1,071.21	\$11,936.37	\$4,368.63	73.21%
122	FICA	\$16,738.00	\$949.92	\$10,706.41	\$6,031.59	63.96%
131	Employer Paid Health	\$71,732.00	\$5,404.46	\$56,140.65	\$15,591.35	78.26%
132	Employer Paid Disability	\$1,243.00	\$139.40	\$1,394.00	-\$151.00	112.15%
133	Employer Paid Dental	\$3,096.00	\$266.53	\$3,000.65	\$95.35	96.92%
134	Employer Paid Life	\$202.00	\$14.03	\$150.36	\$51.64	74.44%
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	\$4,500.00	\$18,000.00	\$0.00	100.00%
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	\$46.53	\$676.41	\$523.59	56.37%
212	Motor Fuels	\$8,000.00	\$945.27	\$8,607.42	-\$607.42	107.59%
213	Diesel Fuel	\$10,000.00	\$495.74	\$12,061.10	-\$2,061.10	120.61%
215	Shop Supplies	\$2,750.00	\$0.00	\$235.43	\$2,514.57	8.56%
220	Repair/Maint Supply - Equip	\$30,000.00	\$1,377.50	\$16,503.24	\$13,496.76	55.01%
221	Repair/Maint Vehicles 302	\$25,000.00	\$2,861.65	\$20,725.57	\$4,274.43	82.90%
222	Tires	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$10,000.00	\$383.29	\$10,791.73	-\$791.73	107.92%
224	Street Maint Materials	\$30,000.00	\$261.09	\$15,162.76	\$14,837.24	50.54%
225	New Roads Materials	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
226	Bridge Materials	\$1,500.00	\$0.00	\$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	\$14,522.00	\$20,478.00	41.49%
235	Signs	\$6,500.00	\$1,134.72	\$2,498.19	\$4,001.81	38.43%
240	Small Tools and Minor Equip	\$5,000.00	\$46.57	\$600.52	\$4,399.48	12.01%
254	Concessions - Pop	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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OBJ	OBJ Descr	2023 Budget	OCTOBER 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget
259	Unif Joe	\$500.00	\$120.00	\$353.85	\$146.15	70.77%
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	\$0.00	\$24,566.00	-\$19,566.00	491.32%
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	\$439.81	\$439.81	\$760.19	36.65%
320	Communications	\$3,000.00	\$148.15	\$1,232.48	\$1,767.52	41.08%
322	Postage	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
331	Travel Expenses	\$500.00	\$0.00	\$24.67	\$475.33	4.93%
340	Advertising	\$500.00	\$63.40	\$63.40	\$436.60	12.68%
351	Legal Notices Publishing	\$500.00	\$85.50	\$85.50	\$414.50	17.10%
360	Insurance	\$9,513.00	\$0.00	\$9,802.00	-\$289.00	103.04%
381	Electric Utilities	\$12,000.00	\$426.46	\$5,122.60	\$6,877.40	42.69%
383	Gas Utilities	\$6,500.00	\$9.51	\$4,628.95	\$1,871.05	71.21%
384	Refuse/Garbage Disposal	\$1,000.00	\$116.84	\$1,878.50	-\$878.50	187.85%
385	Sewer Utility	\$400.00	\$25.85	\$336.05	\$63.95	84.01%
405	Cleaning Services	\$5,640.00	\$470.00	\$4,747.00	\$893.00	84.17%
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	\$205.27	\$2,294.73	8.21%
433	Dues/Contracts/Subscriptions	\$1,000.00	\$866.00	\$899.23	\$100.77	89.92%
442	Safety Prog/Equipment	\$1,000.00	\$70.38	\$70.38	\$929.62	7.04%
443	Sales Tax	\$100.00	\$9.00	\$99.00	\$1.00	99.00%
450	Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
454	Joint Facility County Expense	\$35,000.00	\$2,656.30	\$30,553.62	\$4,446.38	87.30%
500	Capital Outlay -	\$31,000.00	\$8,950.00	\$50,217.20	-\$19,217.20	161.99%
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	\$769.00	\$33,231.00	2.26%
581	Capital Outlay -Seal Coat	\$100,000.00	\$0.00	\$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	\$4,305.00	\$34,760.03	\$65,239.97	34.76%
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	\$52,942.34	\$623,462.32	\$361,354.68	63.31%
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	\$0.00	\$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	\$0.00	\$480.78	-\$480.78	0.00%
122	FICA	\$0.00	\$0.00	\$441.06	-\$441.06	0.00%
131	Employer Paid Health	\$0.00	\$0.00	\$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	\$0.00	\$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	OCTOBER 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget
DEPT 43025	Public Works Snow Removal	\$0.00	\$0.00	\$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	\$448.64	\$1,598.28	-\$1,598.28	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	\$190.61	\$1,760.10	-\$1,760.10	0.00%
121	PERA	\$0.00	\$47.94	\$329.84	-\$329.84	0.00%
122	FICA	\$426.00	\$42.30	\$317.80	\$108.20	74.60%
131	Employer Paid Health	\$0.00	\$259.99	\$646.07	-\$646.07	0.00%
133	Employer Paid Dental	\$0.00	\$14.75	\$36.65	-\$36.65	0.00%
134	Employer Paid Life	\$0.00	\$0.30	\$1.42	-\$1.42	0.00%
210	Operating Supplies	\$940.00	\$0.00	\$1,111.50	-\$171.50	118.24%
220	Repair/Maint Supply - Equip	\$250.00	\$0.00	\$31.16	\$218.84	12.46%
360	Insurance	\$67.00	\$0.00	\$96.00	-\$29.00	143.28%
381	Electric Utilities	\$350.00	\$27.42	\$240.98	\$109.02	68.85%
430	Miscellaneous	\$400.00	\$1,107.50	\$1,329.24	-\$929.24	332.31%
452	Refund	\$0.00	\$0.00	\$500.00	-\$500.00	0.00%
500	Capital Outlay -	\$0.00	\$0.00	\$3,708.50	-\$3,708.50	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	\$2,139.45	\$12,759.59	-\$4,752.59	159.36%
DEPT 45100	Park and Recreation (GENERAL)					
100	Wages and Salaries Dept Head	\$79,061.00	\$6,112.34	\$67,205.74	\$11,855.26	85.00%
101	Assistant	\$45,088.00	\$3,002.68	\$33,853.46	\$11,234.54	75.08%
103	Tech 1	\$43,118.00	\$3,346.80	\$34,972.66	\$8,145.34	81.11%
104	Tech 2	\$0.00	\$0.00	\$1,780.00	-\$1,780.00	0.00%
105	Part-time	\$37,710.00	\$2,540.25	\$31,659.75	\$6,050.25	83.96%
108	Tech 3	\$53,310.00	\$4,130.80	\$42,565.38	\$10,744.62	79.85%
121	PERA	\$19,372.00	\$1,352.85	\$14,875.93	\$4,496.07	76.79%
122	FICA	\$20,292.00	\$1,318.16	\$14,671.58	\$5,620.42	72.30%
131	Employer Paid Health	\$57,389.00	\$4,782.41	\$46,371.79	\$11,017.21	80.80%
132	Employer Paid Disability	\$1,425.00	\$168.36	\$1,683.60	-\$258.60	118.15%
133	Employer Paid Dental	\$3,818.00	\$321.22	\$3,030.34	\$787.66	79.37%
134	Employer Paid Life	\$248.00	\$18.74	\$182.35	\$65.65	73.53%
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	\$3,750.00	\$14,250.00	\$750.00	95.00%

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OBJ	OBJ Descr	2023 Budget	OCTOBER 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget
200	Office Supplies	\$200.00	\$0.00	\$329.10	-\$129.10	164.55%
208	Instruction Fees	\$500.00	\$23.00	\$118.00	\$382.00	23.60%
210	Operating Supplies	\$3,200.00	\$671.42	\$3,174.88	\$25.12	99.22%
212	Motor Fuels	\$2,000.00	\$428.91	\$4,070.12	-\$2,070.12	203.51%
213	Diesel Fuel	\$1,000.00	\$388.27	\$2,799.86	-\$1,799.86	279.99%
220	Repair/Maint Supply - Equip	\$10,000.00	\$456.40	\$12,645.39	-\$2,645.39	126.45%
221	Repair/Maint Vehicles 302	\$1,000.00	\$0.00	\$584.58	\$415.42	58.46%
223	Bldg Repair Suppl/Maintenance	\$20,000.00	\$1,359.29	\$11,781.24	\$8,218.76	58.91%
231	Chemicals	\$6,000.00	\$37.98	\$628.63	\$5,371.37	10.48%
235	Signs	\$400.00	\$0.00	\$361.09	\$38.91	90.27%
240	Small Tools and Minor Equip	\$1,200.00	\$37.16	\$1,255.27	-\$55.27	104.61%
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	\$90.66	\$500.00	-\$500.00	0.00%
261	Unif Jake/TJ/Seth	\$300.00	\$0.00	\$395.64	-\$95.64	131.88%
264	Unif Bobby/Cheryl/Shawn	\$300.00	\$0.00	\$500.00	-\$200.00	166.67%
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	\$35.00	\$35.00	-\$35.00	0.00%
309	Tennis	\$1,000.00	\$0.00	\$706.71	\$293.29	70.67%
310	Program Supplies	\$1,500.00	\$507.34	\$3,265.44	-\$1,765.44	217.70%
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	\$0.00	\$383.88	\$816.12	31.99%
317	Soccer/Skating	\$1,500.00	\$94.80	\$94.80	\$1,405.20	6.32%
318	Garage (North)	\$3,000.00	\$313.13	\$559.46	\$2,440.54	18.65%
319	Donation Expenditures	\$0.00	\$5,000.00	\$5,000.00	-\$5,000.00	0.00%
320	Communications	\$6,000.00	\$545.42	\$4,709.32	\$1,290.68	78.49%
322	Postage	\$150.00	\$0.00	\$12.51	\$137.49	8.34%
323	Garage (East)	\$1,500.00	\$0.00	\$1,701.74	-\$201.74	113.45%
324	Disc Golf Expenses	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
331	Travel Expenses	\$1,000.00	\$0.00	\$459.26	\$540.74	45.93%
335	Background Checks	\$150.00	\$15.00	\$105.00	\$45.00	70.00%
340	Advertising	\$1,000.00	\$63.40	\$1,449.03	-\$449.03	144.90%
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	\$1,164.27	\$11,762.86	\$3,237.14	78.42%
383	Gas Utilities	\$10,000.00	\$76.74	\$7,530.87	\$2,469.13	75.31%
384	Refuse/Garbage Disposal	\$800.00	\$94.75	\$1,048.97	-\$248.97	131.12%
403	Improvements Other Than Bldgs	\$3,800.00	\$0.00	\$3,332.13	\$467.87	87.69%
405	Cleaning Services	\$22,575.00	\$2,121.25	\$19,832.50	\$2,742.50	87.85%
413	Office Equipment Rental/Repair	\$700.00	\$54.85	\$478.89	\$221.11	68.41%
415	Equipment Rental	\$500.00	\$90.85	\$225.85	\$274.15	45.17%
430	Miscellaneous	\$800.00	\$86.36	\$2,201.05	-\$1,401.05	275.13%
433	Dues/Contracts/Subscriptions	\$500.00	\$115.00	\$1,334.20	-\$834.20	266.84%
442	Safety Prog/Equipment	\$1,500.00	\$59.97	\$572.40	\$927.60	38.16%
443	Sales Tax	\$1,600.00	\$225.00	\$3,800.00	-\$2,200.00	237.50%
445	Sr Meals Expense	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
448	Weight Room Ins Reimbur	\$150.00	\$10.00	\$102.50	\$47.50	68.33%
450	Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
452	Refund	\$150.00	\$0.00	\$276.00	-\$126.00	184.00%
453	80 Acre Development Expense	\$1,000.00	\$0.00	\$217.80	\$782.20	21.78%
457	Weight Room Expenses	\$2,000.00	\$16.85	\$1,986.07	\$13.93	99.30%

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OBJ	OBJ Descr	2023 Budget	OCTOBER 2023 Amt	2023 YTD Amt	2023 YTD Balance	%YTD Budget
459	PAL Foundation Expenditures	\$3,000.00	\$1,666.56	\$36,850.13	-\$33,850.13	1228.34%
461	Silver Sneakers	\$6,500.00	\$729.00	\$7,579.92	-\$1,079.92	116.61%
481	Park Master Plan	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay -	\$40,500.00	\$11,474.52	\$124,137.91	-\$83,637.91	306.51%
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	\$69.69	\$760.17	\$69.83	91.59%
610	Interest	\$19.00	\$1.06	\$18.08	\$0.92	95.16%
DEPT 45100 Park and Recreation (GENERA		\$596,355.00	\$58,968.51	\$628,635.76	-\$32,280.76	105.41%
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	\$0.00	\$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	\$0.00	\$91.58	-\$91.58	0.00%
122	FICA	\$0.00	\$0.00	\$84.77	-\$84.77	0.00%
131	Employer Paid Health	\$0.00	\$0.00	\$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	\$0.00	\$35.98	-\$35.98	0.00%
134	Employer Paid Life	\$0.00	\$0.00	\$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	\$0.00	\$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	\$0.00	\$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	\$0.00	\$140.77	-\$140.77	0.00%
122	FICA	\$0.00	\$0.00	\$131.71	-\$131.71	0.00%
131	Employer Paid Health	\$0.00	\$0.00	\$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	\$0.00	\$32.85	-\$32.85	0.00%
134	Employer Paid Life	\$0.00	\$0.00	\$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	\$0.00	\$2,682.85	-\$2,682.85	0.00%
DEPT 45500 Library						
101	Assistant	\$19,323.00	\$1,981.78	\$21,644.22	-\$2,321.22	112.01%
121	PERA	\$1,449.00	\$148.64	\$1,623.36	-\$174.36	112.03%
122	FICA	\$1,478.00	\$142.75	\$1,541.49	-\$63.49	104.30%
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	\$23.60	\$229.12	\$80.88	73.91%
134	Employer Paid Life	\$21.00	\$2.06	\$20.58	\$0.42	98.00%
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%
140	Unemployment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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OBJ	OBJ Descr	2023 Budget	OCTOBER 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	\$0.00	\$304.71	\$1,695.29	15.24%
202	Library Subscriptions	\$500.00	\$0.00	\$921.95	-\$421.95	184.39%
203	Library Books	\$5,000.00	\$829.39	\$4,003.39	\$996.61	80.07%
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	\$0.00	\$170.00	-\$170.00	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	\$66.56	\$578.68	\$421.32	57.87%
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	\$10.00	\$75.20	\$424.80	15.04%
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	\$88.00	\$401.00	-\$301.00	401.00%
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	\$45.56	\$496.94	\$46.06	91.52%
610	Interest	\$12.00	\$0.69	\$11.81	\$0.19	98.42%
DEPT 45500 Library		\$38,830.00	\$3,339.03	\$35,662.64	\$3,167.36	91.84%
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	\$25.00	-\$25.00	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	\$125.00	\$375.00	25.00%
FUND 101 GENERAL FUND		\$4,840,808.00	\$292,861.97	\$3,649,962.38	\$1,190,845.62	75.40%
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	OCTOBER 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	OCTOBER 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	\$0.00	\$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	OCTOBER 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	\$0.00	\$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	\$0.00	\$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	\$0.00	\$7,923.12	\$10,176.88	43.77%
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 47009 2003 Joint Facility		\$18,100.00	\$0.00	\$7,923.12	\$10,176.88	43.77%
FUND 502 ECONOMIC DEVELOPMENT FUND		\$18,100.00	\$0.00	\$7,923.12	\$10,176.88	43.77%
FUND 601 SEWER OPERATING FUND						
DEPT 43200 Sewer						
100	Wages and Salaries Dept Head	\$78,749.00	\$1,544.42	\$51,487.55	\$27,261.45	65.38%
101	Assistant	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
103	Tech 1	\$0.00	\$546.78	\$1,359.94	-\$1,359.94	0.00%
104	Tech 2	\$0.00	\$3,842.43	\$13,262.32	-\$13,262.32	0.00%
108	Tech 3	\$0.00	\$524.23	\$3,577.51	-\$3,577.51	0.00%
121	PERA	\$5,906.00	\$484.33	\$5,226.63	\$679.37	88.50%
122	FICA	\$6,024.00	\$433.65	\$4,709.69	\$1,314.31	78.18%
131	Employer Paid Health	\$23,911.00	\$2,305.79	\$21,590.40	\$2,320.60	90.29%
132	Employer Paid Disability	\$740.00	\$60.63	\$606.30	\$133.70	81.93%
133	Employer Paid Dental	\$1,032.00	\$117.23	\$788.33	\$243.67	76.39%
134	Employer Paid Life	\$67.00	\$6.47	\$55.26	\$11.74	82.48%
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	\$1,500.00	\$6,000.00	\$0.00	100.00%
200	Office Supplies	\$500.00	\$76.96	\$784.93	-\$284.93	156.99%

UNADJUSTED DRAFT: 10.31.2023 MONTH-END EXPENDITURES

OBJ	OBJ Descr	2023 Budget	OCTOBER 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	\$16.34	\$1,113.79	\$2,386.21	31.82%
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	\$668.84	\$20,868.74	\$4,131.26	83.47%
221	Repair/Maint Vehicles 302	\$1,500.00	\$0.00	\$817.81	\$682.19	54.52%
222	Tires	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$8,000.00	\$159.00	\$4,993.19	\$3,006.81	62.41%
229	Oper/Maint - Lift Station	\$20,000.00	\$393.98	\$8,243.95	\$11,756.05	41.22%
230	Repair/Maint - Collection Syst	\$7,000.00	\$1,679.92	\$9,233.72	-\$2,233.72	131.91%
231	Chemicals	\$18,000.00	\$4,400.09	\$19,094.12	-\$1,094.12	106.08%
258	Unif FIRE/Pat	\$1,000.00	\$0.00	\$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	\$470.49	\$4,123.24	\$432.76	90.50%
321	Communications-Cellular	\$1,600.00	\$49.66	\$447.15	\$1,152.85	27.95%
322	Postage	\$800.00	\$0.00	\$1,004.47	-\$204.47	125.56%
331	Travel Expenses	\$2,500.00	\$0.00	\$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	\$2,612.14	\$22,261.69	\$15,738.31	58.58%
383	Gas Utilities	\$3,000.00	\$0.00	\$2,744.56	\$255.44	91.49%
384	Refuse/Garbage Disposal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
406	Lab Testing	\$20,000.00	\$1,641.60	\$7,745.40	\$12,254.60	38.73%
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	\$475.00	-\$375.00	475.00%
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	\$0.00	\$201,469.82	-\$76,469.82	161.18%
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	\$10,609.22	\$27,725.72	-\$27,725.72	0.00%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43200 Sewer		\$811,050.00	\$34,144.20	\$511,953.74	\$299,096.26	63.12%
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	\$34,144.20	\$511,953.74	\$299,096.26	63.12%
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						

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OBJ	OBJ Descr	2023 Budget	OCTOBER 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	\$327,006.17	\$5,120,249.51	\$1,521,656.49	77.09%

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City of Crosslake

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Balance Sheet

Current Period: OCTOBER 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	\$28,062.38	\$24,410.18	\$242,497.90	\$234,438.24	\$11,739.52
G 101-21707	Union Dues	\$0.00	\$970.76	\$970.76	\$9,213.41	\$9,213.41	\$0.00
G 101-21708	HCSP	\$0.00	\$1,768.78	\$1,768.78	\$62,658.42	\$61,158.42	\$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	\$278.60	\$275.30	\$3,508.70	\$3,660.20	\$19.30
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	\$2,721.50	\$1,221.50	\$19,526.50	\$15,026.50	\$6,743.78
G 101-21713	Dental	\$1,153.36	\$1,364.38	\$1,325.68	\$12,816.58	\$12,369.66	\$1,600.28
G 101-21714	Deferred Compensation	\$0.00	\$510.00	\$510.00	\$8,310.00	\$8,310.00	\$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	\$5,766.08	\$6,078.08	\$65,049.73	\$66,507.91	-\$7,362.20
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	\$0.00	\$0.00	\$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	\$12,942.97	\$0.00	\$44,345.41	\$17,360.23	-\$13,515.12
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	\$301,190.31	\$301,190.31	\$7,390,834.32	\$7,390,834.32	\$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	\$260,000.00	\$25,000.00	-\$288,000.00
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	\$2,449.64	\$0.00	\$14,293.64	\$10,326.00	-\$21,336.44
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	\$780.00	\$0.00	\$1,746.19	\$1,081.81	-\$121,928.89
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: 10.31.2023 BALANCE SHEET

**City of Crosslake
Balance Sheet**

11/08/23 2:58 PM

Page 6

Current Period: OCTOBER 2023

Account	Last Dim Descr	Begin Yr	MTD Debit	MTD Credit	YTD Debit	YTD Credit	Current Balance
G 651-21500	Accrued Interest Payable	-\$19,997.90	\$0.00	\$0.00	\$0.00	\$0.00	-\$19,997.90
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
<i>FUND 651 SEWER RESTRICTED SINKING FUND</i>		\$0.00	\$0.00	\$0.00	\$736,061.25	\$736,061.25	\$0.00
Grand Total		\$0.00	\$933,710.97	\$933,710.97	\$30,319,597.58	\$30,319,597.58	\$0.00

E.8.



Crosslake Police Department
 Monthly Report: October 2023

911 Hangup	2	Traffic Arrest	1
Agency Assist	17	Traffic Citation	30
Alarm	18	Traffic Warning	164
Animal Complaint	6	Void	1
ATV	3	Vulnerable Adult	1
Civil Problem	3	Warrant Service	1
Danco Violation	1	Welfare Check	9
Disturbance	3		
Driving Complaint	6		
Ems	42		
Extra Patrol	1		
Fire	1		
Garbage Dumping	2		
Gas Leak	1		
Gun Permits	3		
Hazard in Road	2		
Housewatch	1		
Information	4		
Lost Property	1		
Motorist Assist	2		
Other	1		
Property Damage Accident	3		
Public Assist	9		
Ride Along	2		
Scam/Con	1		
Suspicious Activity	4		
Suspicious Person	2		
Suspicious Vehicle	3		
Theft	1	TOTAL	356

E.g.



Crosslake Police Department
Mission Township
Monthly Report: October 2023

Agency Assist	3
Alarm	1
Animal Complaint	1
Civil Problem	1
Driving Complaint	2
Garbage Dumping	1
Housewatch	1
Motorist Assist	1
Property Damage Accident	1
Suspicious Vehicle	1
Traffic Citation	18
Traffic Warning	62
Welfare Check	2

TOTAL: 95



Crosslake Fire Department

Date: October 2023

E.10.

Incidents

Description of Incident	Calls	YTD
3 - Rescue & Emergency Medical Services		
311 - Medical Assist - Assist EMS Crew	33	336
300 - Rescue, EMS Incident		
322 - Motor Vehicle Accident with Injuries		8
324 - Motor Vehicle Accident with No Injuries		2
351 - Remove from Elevator		
341/361/362 - Search for Person/Water Rescue/Ice Rescue		2
381 - Rescue Remove from Harm		4
Total:	33	352
1 - Fire / 2 - Overpressure Rupture, Explosion, Overheat		
111 - Building Fire		3
111 - Building Fire (Mutual Aid)	2	2
112/118/113/114/151 - Fire Other / Chimney Fire		1
141/142/143 - Forest, Woods, Brush, Grass Fire		3
130/131/134/138/142 - Mobile Property/Automobile Fire/Off Road Vehicle		2
251 - Excessive Heat, Scorch burns with no ignition		1
Total:	2	12
4 - Hazardous Condition (No Fire)		
411 - Gasoline or other Flammable Liquid Spill		
412/421 - Gas Leak (Natural Gas or LPG), Chemical Spill	2	5
424 - Carbon Monoxide Incident		1
444 - Power Line Down/Trees on Road	1	1
445 - Arcing, Shorted Electrical Equipment		
Total:	3	7
5 - Service Call		
561 - Unauthorized Burning		1
531/521 - Smoke or Odor Removal / Water Problem		
542/550/553 - Public Service/ Public Assist / 571 - Standby	5	40
551 - Agency Assist	3	25
Total:	8	66
6 - Good Intent Call		
611 - Dispatched and Cancelled en route	1	19
600/631 - Good Intent Call/Authorized Burning		
651/652 - Smoke scare, Odor of smoke	1	2
661 - EMS Party Transport - Aircare - Traffic Control	1	9
Total:	3	30
7 - False Alarm & False Call		
735/740/743/740/745 - Smoke Detector Activation - No Fire	2	17
746 - Carbon Monoxide Detector Activation - No CO		1
731 - Sprinkler Activation due to Malfunction		
Total:	2	18
8 - Severe Weather & Natural Disaster		
814 - Lightning Strike (No Fire)		
813/815 - Wind Storm/Severe Weather Standby		1
Total:	0	1
Total Incidents:	51	486

Crosslake Incident Type Report

Incident Type	Total Incidents	Total Incidents % of Incidents	Total Property Loss	Total Content Loss	Total Loss
Incident Type Category: 1 - Fire					
111 - Building fire	2	3.9%			
	Total: 2	Total: 3.9%	Total: 0	Total: 0	Total: 0
Incident Type Category: 3 - Rescue & Emergency Medical Service Incident					
311 - Medical assist, assist EMS crew	33	64.7%			
	Total: 33	Total: 64.7%	Total: 0	Total: 0	Total: 0
Incident Type Category: 4 - Hazardous Condition (No Fire)					
412 - Gas leak (natural gas or LPG)	2	3.9%			
444 - Power line down	1	2.0%			
	Total: 3	Total: 5.9%	Total: 0	Total: 0	Total: 0
Incident Type Category: 5 - Service Call					
551 - Assist police or other governmental agency	3	5.9%			
553 - Public service	5	9.8%			
	Total: 8	Total: 15.7%	Total: 0	Total: 0	Total: 0
Incident Type Category: 6 - Good Intent Call					
611 - Dispatched and cancelled en route	1	2.0%			
651 - Smoke scare, odor of smoke	1	2.0%			
661 - EMS call, party transported by non-fire agency	1	2.0%			
	Total: 3	Total: 5.9%	Total: 0	Total: 0	Total: 0
Incident Type Category: 7 - False Alarm & False Call					
735 - Alarm system sounded due to malfunction	2	3.9%			
	Total: 2	Total: 3.9%	Total: 0	Total: 0	Total: 0
	Total: 51	Total: 100.0%	Total: 0	Total: 0	Total: 0

Report Filters

Basic Incident Date Time: is between '10/01/2023' and '10/31/2023'
Agency Name: is equal to 'CROSSLAKE'

Report Criteria

Incident Type (Fd1.21): Is Not Blank

Crosslake Incident Type Report

Incident Type	Total Incidents	Total Incidents % of Incidents	Total Property Loss	Total Content Loss	Total Loss
Incident Type Category: 1 - Fire					
111 - Building fire	5	1.0%	15,500	3,000	18,500
122 - Fire in motor home, camper, recreational vehicle	1	0.2%	5,000	500	5,500
131 - Passenger vehicle fire	1	0.2%	15,000	1,000	16,000
142 - Brush or brush-and-grass mixture fire	3	0.6%			
151 - Outside rubbish, trash or waste fire	1	0.2%			
	Total: 11	Total: 2.3%	Total: 35,500	Total: 4,500	Total: 40,000
Incident Type Category: 2 - Overpressure Rupture, Explosion, Overheat (No Fire)					
251 - Excessive heat, scorch burns with no ignition	1	0.2%			
	Total: 1	Total: 0.2%	Total: 0	Total: 0	Total: 0
Incident Type Category: 3 - Rescue & Emergency Medical Service Incident					
311 - Medical assist, assist EMS crew	336	69.1%			
322 - Motor vehicle accident with injuries	8	1.6%			
324 - Motor vehicle accident with no injuries.	2	0.4%			
342 - Search for person in water	1	0.2%			
361 - Swimming/recreational water areas rescue	1	0.2%			
381 - Rescue or EMS standby	4	0.8%			
	Total: 352	Total: 72.4%	Total: 0	Total: 0	Total: 0
Incident Type Category: 4 - Hazardous Condition (No Fire)					
412 - Gas leak (natural gas or LPG)	4	0.8%			
421 - Chemical hazard (no spill or leak)	1	0.2%			
424 - Carbon monoxide incident	1	0.2%			
444 - Power line down	1	0.2%			
	Total: 7	Total: 1.4%	Total: 0	Total: 0	Total: 0
Incident Type Category: 5 - Service Call					
551 - Assist police or other governmental agency	25	5.1%			
553 - Public service	39	8.0%			
561 - Unauthorized burning	1	0.2%			
571 - Cover assignment, standby, moveup	1	0.2%			
	Total: 66	Total: 13.6%	Total: 0	Total: 0	Total: 0
Incident Type Category: 6 - Good Intent Call					
611 - Dispatched and cancelled en route	20	4.1%			
651 - Smoke scare, odor of smoke	2	0.4%			
661 - EMS call, party transported by non-fire agency	9	1.9%			
	Total: 31	Total: 6.4%	Total: 0	Total: 0	Total: 0
Incident Type Category: 7 - False Alarm & False Call					
735 - Alarm system sounded due to malfunction	8	1.6%			
740 - Unintentional transmission of alarm, other	2	0.4%			
743 - Smoke detector activation, no fire - unintentional	1	0.2%			
745 - Alarm system activation, no fire - unintentional	5	1.0%			
746 - Carbon monoxide detector activation, no CO	1	0.2%			
	Total: 17	Total: 3.5%	Total: 0	Total: 0	Total: 0
Incident Type Category: 8 - Severe Weather & Natural Disaster					
815 - Severe weather or natural disaster standby	1	0.2%			
	Total: 1	Total: 0.2%	Total: 0	Total: 0	Total: 0
	Total: 486	Total: 100.0%	Total: 35,500	Total: 4,500	Total: 40,000

Report Filters

Basic Incident Date Time: is between '01/01/2023' and '10/31/2023'

**NORTH AMBULANCE
CROSSLAKE**

SEPTEMBER 2023 RUN REPORT

TOTAL CALLOUTS: **97**
NIGHT: 32 DAY: 65

No Loads: 22
Cancels: 09
Fire Standbys: 00
Police Standbys: 00
Transported Patients: 66

CROSSLAKE: 46 (09 No Load, 02 Cancel)
BREEZY POINT: 14 (03 No Load, 03 Cancel)
MERRIFIELD 05 (01 No Load)
FIFTY LAKES: 01
MANHATTAN BEACH: 01 (01 No Load)

MUTUAL AID TO:

PINE RIVER: 19 (04 No Load, 01 Cancel)
BRAINERD: 11 (04 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

Minutes – October 4, 2023 9:00AM

Attendees: Aaron Herzog, Jayme Knapp, Marcia Siebert-Volz, Chief Lohmiller, Chief Maier, Jen LeBlanc

Guest: Mike Lyonais, Rob Almendinger

1. Call to Order – 0855
2. Approve Minutes September 6, 2023 – **Motion by Maier, seconded by Sibert-Volz – MOTION CARRIES**
3. North Memorial Ambulance – new staffing schedule
 - Chief Lohmiller introduced Rob Almendinger, the new District Manager of NMAS. Rob discussed eliminating call shifts for paramedics in the Brainerd Lakes area. NMAS is changing from 24-hour shifts (12 working, 12 on-call) to 12 hours working. Instead of reporting to a base, staff will report to an ambulance. Once they are in a rig, they will “float” from call to call, rather than return to a base. Shift start times will be staggered. Rob further explained this is a data driven decision based on years of EMS calls. Staffing of paramedics and EMTs around the state continues to be an issue. NMAS is short five paramedics and six EMTs. With this change, NMAS will increase recruitment and retention as well as become more efficient and increase response time. Rob further re-iterated that this is essentially how NMAS has been operating over the years but now it is becoming formal. NMAS is committed to continuing to provide the same level of service and care. Discussion ensued. As part of this transition, NMAS is examining all of its current contracts, which includes the City of Crosslake. Rob explained that NMAS’s legal team stated the contract in place is not currently being followed and is not enforceable

as its written. Rob's superior, The Director of Ground Operations for NMAS, would like to propose that this contract be null and void. The contract costs the City \$1,100 a month, was created in 2008 and was last signed in 2018. Rob furthered explained the contract is vague and unnecessary. Under EMSRB, Crosslake is part of NMAS's service area and they are required to provide service regardless of a contract. Discussion ensued.

Motion to approve recommending to the City Council to void the City's contract with NMAS effective immediately – **Motion by Siebert-Volz, seconded by Herzog – MOTION CARRIES**

4. Police Department

- Hiring Update – Chief Maier has received two applications for the open full time officer position. After speaking with references, Maier invited one of the applicants, David Luttmers, for an interview that was conducted on October 3rd. Maier will recommend at the October 9th Council Meeting that the City offers Luttmers a conditional job offer.

Motion to approve recommending to the City Council to offer David Luttmers a conditional job offer – **Motion by Lohmiller, seconded by Herzog – MOTION CARRIES**

- Promotion to Sergeant – Chief Maier expressed his desire to promote Officer Tony Marks to the position of Sergeant. Discuss ensued about probation period, salary and unions.

Motion to approve recommending to the City Council to promote Officer Tony Marks to Sergeant – **Motion by Lohmiller, seconded by Knapp – MOTION CARRIES**

5. Old Business

- Signs on Bonnie Lakes Rd and Swann Dr – speed limit and pedestrian signs for Bonnie Lakes Rd just came in but have not been installed yet. Signs are up on Swann Dr, as well as by Moonlite Bay. Lohmiller asked about signs in front of 14 Lakes Brewery and Crafts and Cones.

Maier states he is working on a Parking Resolution for the City to be able to make decisions (put up signs, paint curb yellow) about county roads that run through town, rather than having to ask permission from the County.

6. New Business

- Island View Rd – Mike Lyonais stated that at the recent Public Works meeting, a homeowner attended and requested that the City take over snow removal on the road he had paved. PW denied this request. Another issue that was raised was parking at a VRBO on the same road. The City offered to help with signage. Maier commented that it is private property so it would not be enforceable. Discussion ensued.
- Remove Chief Maier from probation – Lyonais stated Chief Maier is coming up on the end of his three-month probation. Discussion ensued about contract and pay. Lyonais would like the committee to recommend that Chief Maier be removed from probation.

Motion to approve recommending to the City Council to remove Chief Maier from three-month probation – **Motion by Lohmiller, seconded by Knapp – MOTION CARRIES**

- Snow removal on Rushmoore Blvd – Lohmiller met with a resident on this street who has medical issues. Lohmiller requests that Public Works puts stakes up in the winter to ensure the road is plowed properly to allow for First Responders and fire trucks to get to his house.
- Crosslake Days congestion – Knapp raised concerns about getting emergency personnel through town during this event, with cars parked on both sides of County Rd 66 from the Fire Hall to Moonlite Bay. There was one medical during the day and a deputy could not get through because there was no where for vehicles to pull over to let him through. Maier suggested talking to Cindy Myogeto about planning Crosslake Days next year.

7. Motion to Adjourn at 0959 – **Motion by Lohmiller, seconded by Knapp**

MONTHLY PLANNING & ZONING STATISTICS - CROSSLAKE

PERMITS	October-2023	Year-to-Date 2023	October-2022	Year-to-Date 2022
New Construction (Dwellings)	3	40	1	39
Septic - New	3	33	2	44
Septic Upgrades	7	38	5	33
Porch / Deck	1	50	10	67
Additions	3	47	5	31
Landscape Alterations	5	55	7	52
Access. Structures	7	66	12	63
Demo/Move	3	36	5	18
Signs	1	7	1	9
Fences	2	6	1	5
E911 Addresses Assigned	7	37	3	28
Total Permits	42	415	52	389

ENFORCEMENT / COMPLAINTS	Year-to-Date 2023	Year-to-Date Closed	Year-to-Date Open	Year-to-Date % Closed
Enforcement	13	10	4	75.0%
After-the-Fact Permits Issued	5			

CUSTOMER SERVICE STATISTICS	October-2023	Year-to-Date 2023	October-2022	Year-to-Date 2022
Counter Visits	90	843	88	890
Phone Calls	112	1434	140	1434
Email	123	1697	206	1831
Total	325	3974	434	4155

Call For Service	5	55	3	32
Shoreland Rapid Assessment Completed (Buffer)	5	46	5	33
Stormwater Plans Submitted	9	103	11	81
Site Visits	23	265	37	267

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	185	3	139	5
Passing Septic Compliance Percentage		98.4%		96.4%

PUBLIC HEARINGS	October-2023	Year-to-Date 2023	October-2022	Year-to-Date 2022
DRT	1	36	2	27
Variance	1	9	0	19
CUP/IUP	0	8	0	4
Land Use Map Amendments	0	0	0	0
Subdivisions (Metes & Bounds; Preliminary; Final)	0	5	0	5
Consolidations/Lot Line Adjustments	0	2	0	7



STATED MINUTES

City of Crosslake
Planning Commission/Board of Adjustment

September 22, 2023
9:00 A.M.

Crosslake City Hall
13888 Daggett Bay Road
Crosslake, MN 56442

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

Absent: Mark Lindner

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

- 2. 8-25-2023 Minutes – **Motion by Schiltz; supported by Graham to approve the minutes 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 variations hold no precedents. Commissioners may table the request if needed and an applicant can withdraw their request. If the variance(s) is/are approved, all existing nonconformities will be eliminated and will hereafter be required to follow the variance decision. If a variance is denied the applicant can rebuild the nonconformity as is per the Crosslake Ordinance.

3.1 None

- 4. New Business

4.1 Linda S Patterson Living Trust - Variance for a lake and side yard setback

4.2 Thomas & Melanie Fraser – Conditional Use Permit for an accessory structure greater than 2500 square feet

September 22, 2023 Planning Commission/Board Of Adjustment Meeting

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

**Linda S Patterson Living Trust
14170646, 14170647**

Wessels announced the variance request. Gansen read the variance request, notices sent out per city ordinance and Minnesota State Statue 462 requirements, project details, impervious percentage, stormwater management plan submitted, septic compliance inspection dated 7-20-2023, no comments received, and the history of the parcel was read into the record. Wessel stated that at the on-site, September 21, 2023 a representative or owner were not in attendance to explain and answer questions. Commissioners and staff held a discussion on several items, such as: the ability to rebuild exactly as it is today; proposal is for an entire tear down of all structures; the septic system location and possible upgrade; actual details of the project versus the publication of the project that was listed on the certificate of survey; the well and septic system seemed to be able to accommodate the possibility of moving the structure back more from the lake; 61 feet from the lake is still an ask that seems to not be needed when there is a building envelope to use. Wessels invited LePage, the representative, to the podium. LePage of Nisswa, Big Wood Timber Frames, explained items, such as: total tear down; use current septic system with possible septic upgrade; setback to the lake would be the same at the proposed deck; the building envelope would be difficult to fit something in. Wessels opened the public hearing forum with no response; therefore, the public hearing forum was closed. Wessels clarified with the commissioners that they were ready to proceed with the difficulty questions. Wessels requested Gansen to initiate the findings of fact procedure with the board members deliberating and responding to each question.

September 22, 2023 Action:

Motion by Fuhs; supported by Wessels to deny the variance for:

- Lake setback of 61 feet where 75 feet is required to proposed dwelling
- Side yard setback of 4.6 feet where 10 feet is required to proposed dwelling

To construct:

- 1,722 square foot dwelling where 294 square feet are within the SIZ2 and 104 square feet are within the side yard setback

Per the findings of fact as discussed, the on-site conducted on 9-21-2023 and as shown on the certificate of survey received at the Planning & Zoning office dated 8-4-2023 for property located at 13061 County Rd 16, City of Crosslake.

Findings: See attached/packet

All members voting “Aye”, Motion carried.

**Thomas L & Melanie M Fraser Trust
14170563**

Wessels announced the conditional use permit (CUP) request. Gansen read the CUP request, notices sent out per city ordinance and Minnesota State Statute 462 requirements, two comments received, project details, impervious percentage, stormwater management plan submitted, and the history of the parcel was read into the record. Commissioners and staff held a discussion on several items, such as: ordinance allows a 2500 square foot structure on this parcel; the September 21, 2023 on-site possible conditions for this project that were mentioned; driveway run-off into the street if class five were used; no dirt allowed to be runoff into the street-possible tar or cement driveway; gutters; close east side driveway; brown & green colors as presented; no outside storage-the large building should accommodate the storage needs; Gansen stated that the wetland cannot be used as stormwater detention. Conditions to place on the CUP were discussed and listed below, except the need for extra screening at the driveway area, which was decided not be listed as a condition. Wessels invited the Frasers, the applicant/owners, to the podium. The Frasers came up and stated: most of the items talked about is reasonable; brush area per comment submitted is an on-going issue; some clearing was done; talked with the city police on brush and safety; the east driveway will be turned into a path wide enough to run a lawn mower and snow blower through; will work on the landscaping after the structure is complete to get it looking better as well as draining issues. Wessels opened the public hearing forum. Anderson of County Road 16, stated her concerns: the driveway was over cleared; they cut too many trees down; screening would be helpful on the driveway area; tar would be better than a white concrete driveway; driveway could possibly drain into the road then across the road into the pond. Wessels closed the public hearing forum. Wessels asked if any of the commissioners had additional questions, but none were forthcoming. Wessels requested Gansen to initiate the findings of fact procedure with the board members deliberating and responding to each question.

September 22, 2023 Action:

Motion by Wessels; supported by Schiltz to approve the conditional use permit for:

- An Accessory structure requires a CUP for greater than 2500 square feet; Proposing a 3072 square foot structure

Per the findings of fact as discussed and the on-site conducted on 9-21-23 and as shown on the certificate of survey received at the Planning & Zoning office dated 8-2-2023 for property located off of Robert Street, City of Crosslake.

Conditions:

1. Driveway to be completed into a bituminous surface
2. Two (2) foot overhangs on the proposed structure
3. No commercial use
4. Downward facing lights on the proposed structure
5. Fourteen (14) foot side walls, which will soften the look of the structure
6. Gutters on the driveway side of the structure (northern side)
7. Swales to be constructed on each side of the driveway to safety meet & pass a 100-year rainfall event
8. No outside storage of any kind (trailers, vehicles, etc.)
9. Brown and green colors to be used on the proposed structure per shown at the on-site and discussed at the PC/BOA, September 22, 2023 meeting

Note: Owners agreed to all of the items/conditions and/or were proposing to do them anyway.

Findings: See attached/packet

All members voting "Aye", Motion carried.

Other Business:

Staff report

Monthly city council report

Development Review Team (DRT) had 5 September monthly meetings (4 variances & 1 Land Use Map Amendment)

Gansen presented some detail on the DRT Land Use Map Amendment for Gallaway and history on lot size requests: proposing 25+/- parcels at 1.5+/- acres for affordable housing where 5 acres are required per parcel; located between Wild Wind & Dancing Bear Drive; last P&Z

Administrator did variances for lot size-which is illegal; Gansen participated in one of these with blow back from past contacts; need to amend the city ordinance; would need to rezone city map/districts to do smaller sized parcels; Gansen talked to League of MN Cities; Gansen talked to the land use attorneys and city attorney, Brad Person in particular-variances can be appealed-we don't have the authority to reduce the lot size(s); Crow Wing County Land Services Director, Pence said can't do variances for lot size; it would be up to the commissioners to not go down that path and to deny any variances for lot sizes that came before them; comprehensive plan is being worked on-may take a couple of years to get the changes; we have changed sizes in the past, but two wrongs don't make a right-we don't need to continue down that path; some of the reduced lot areas had some shoreland in it; zoning has changed through the years; spot zoning prohibited Permits – nothing significant to report (NSTR)

Workshop schedule for ordinance changes – October 26, 2023 at 10:00 AM here at city hall
DRT – come to observe only – email notices to anyone that requests an email

Next Month:

October 9 – Public Hearing Application deadline

October 9 – City Council Meeting

October 10 – Development Review Team (DRT)

October 26 – On-site visit

October 27 – PC/BOA Meeting

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 Volz; supported by Wessels to adjourn at 11:08 A.M.

All members voting “Aye”, Motion carried.

Respectfully submitted,

Cheryl Stuckmayer

Cheryl Stuckmayer

Planner-Zoning Coordinator

E. 15.

CITY OF CROSSLAKE
PUBLIC WORKS COMMISSION
MEETING MINUTES
MONDAY, OCTOBER 2, 2023
4:00 P.M. – CITY HALL

Pursuant to due notice and call the Public Works Commission held its regular monthly meeting on Monday, October 2, 2023 in City Hall. The following Commission Members were present: Mic Tchida, Bob Frey, Gordon Wagner, and Tim Berg. Tom Swenson was absent. Also in attendance were City Administrator Mike Lyonais, Public Works Director Pat Wehner, Council Liaison Dave Nevin, City Engineer Phil Martin and City Clerk Char Nelson. There were two people in the audience.

1. The meeting was called to order at 4:00 P.M. by Mic Tchida.
2. A MOTION WAS MADE BY GORDON WAGNER AND SECONDED BY MIC TCHIDA TO APPROVE THE MEETING MINUTES OF SEPTEMBER 5, 2023. MOTION CARRIED WITH ALL AYES.
3. Pat Wehner reported that Warren Stock of Island View Lane asked that the City take over maintenance of the road, which is considered a private road, because it was not built to City standards. Mr. Wehner stated that he and Phil Martin visited the area and noted that the road is narrow, there is no way to tell what the road is made of or how thick it is, and there is no turn around. Mr. Wehner’s opinion is that the City should not take the road over. Phil Martin stated that the road does not have the City’s required right of way width of 50 feet and he recommended that the City not take the road over. Mr. Martin noted that the City has issues now of maintaining the roads that it already has. A MOTION WAS MADE BY TIM BERG AND SECONDED BY GORDON WAGNER TO RECOMMEND THAT THE CITY COUNCIL DENY THE REQUEST TO TAKE OVER MAINTENANCE OF ISLAND VIEW LANE. MOTION CARRIED WITH ALL AYES.

Warren Stock of 13421 Island View Lane addressed the Commission and stated that he paid to have the road paved himself and that the road is a public road. Mr. Stock stated that he plows the road now and has issues with having to plow around vehicles parked on the road. Mr. Stock stated that he won’t be around forever to do the plowing and his neighbors are elderly. The Commission thanked Mr. Stock for his comments but did not change their motion.

4. The Commission reviewed a road vacation request from Dylan Slinger for a piece of land adjacent to Parcel 14300550 on Perkins Road. When the City reconstructed and rerouted Perkins Road a few years ago, a triangular piece to the south of this parcel was kept as part of the roadway project, but the land was not needed and was never used. Pat Wehner stated that he sees no purpose for the City to keep it. A MOTION WAS MADE BY TIM BERG AND SECONDED BY GORDON WAGNER TO RECOMMEND THAT THE CITY COUNCIL VACATE A PART OF PERKINS ROAD AS DEDICATED ON THE PLAT OF URBAN’S POINT AND VILLAGE ROAD. MOTION CARRIED WITH ALL AYES.

5. The Commission reviewed a road right of way vacation request from Jeff and Bonnie Benson of 11622 Manhattan Point Blvd, that leads to the water on Trout Lake. Jeff Benson appeared before the Commission and stated that no one can and no one has walked down the right of way and that there is a steep bluff. Mr. Benson stated he had no plans to improve the right of way. A MOTION WAS MADE BY GORDON WAGNER AND SECONDED BY MIC TCHIDA TO RECOMMEND THAT THE CITY COUNCIL DENY THE RIGHT OF WAY VACATION REQUEST FROM JEFF AND BONNIE BENSON. MOTION CARRIED WITH ALL AYES.

6. Phil Martin provided a memo to the Commission with updates on projects. No action was necessary.

Phil Martin reported that staff reviewed the erosion issue at the right of way between 11797 and 11805 Whitefish Ave. They believe that a small “hump” can be constructed in the platted access and extended each way from the road as a vegetated berm to address stormwater originating along the access. The estimated cost for this is \$15,500. Dave Nevin stated that he believes it will be a continuous erosion problem and an ongoing expense for the City.

7. Pat Wehner reported that residents on Anchor Point Road have requested that the road be striped and Mr. Wehner received a quote for \$5,500. A MOTION WAS MADE BY MIC TCHIDA AND SECONDED BY TIM BERG TO RECOMMEND THAT THE CITY COUNCIL APPROVE THE STRIPING OF ANCHOR POINT ROAD AT AN ESTIMATED COST OF \$5,500. MOTION CARRIED WITH ALL AYES.

Pat Wehner reported that he was contacted by Ziegler because they found a snow pusher that was approximately \$3,000 cheaper than the one he had been looking at for 2024, but it would have to be purchased now and paid for in 2023. A MOTION WAS MADE BY GORDON WAGNER AND SECONDED BY BOB FREY TO RECOMMEND THAT THE CITY COUNCIL APPROVE THE PURCHASE OF SNOW PUSHER IN 2023 AT REDUCED COST OF \$8,950. MOTION CARRIED WITH ALL AYES.

8. A MOTION WAS MADE BY BOB FREY AND SECONDED BY TIM BERG TO ADJOURN THE MEETING AT 4:45 P.M. AYES: ALL.



Charlene Nelson
City Clerk

E.16.

Crosslake Park, Recreation, and Library Commission Minutes

Wednesday September 27, 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, Parks and Recreation Manager Jane Monson, City Council Liaison Jackson Purfeerst

Not in attendance: Kera Porter

- I. Meeting was called to order at 2:00pm
- II. Approval of Agenda
Motion to approve agenda.
Ann/Heather Favor: All Opposed: None
- III. Approval of Minutes
Motion to approve minutes of August 23, 2023 meeting.
Ann/Heather Favor: All Opposed: None
- IV. Old Business - None
- V. New Business

A) Proposal to vacate Manhattan Beach Entrance ROW – The city started the process to consider vacating this ROW. The Crosslake ROW ends before the water, turns into Fifty Lakes ROW to the water. Technically the Crosslake ROW does not terminate at the water, but the ROW does due to the Fifty Lakes/Manhattan Beach portion. The proposal is for a 50/50 split for the adjoining property owners. This vacation request was started by city staff due to erosion and other issues. The DNR did comment on this one and asked that it not be vacated due to springs on Trout near the main public access and this being a good alternate access for ice fishing. Both adjacent property owners were present at the meeting. One owner stated that it is used regularly for snowmobile access to the lake, the other owner denies that this is even possible due to it being too steep for access and that it is not used by the public at all. There were differing stories coming from the adjacent property owners regarding use, erosion, the pavement on the ROW, the current use of the ROW by adjacent property owners. One owner had part of the ROW paved, they claim to have had permission from the city although there is no use agreement on file, they also maintain half of the ROW as their property. The other owner has denied any maintenance or upkeep of the ROW. The erosion was caused by the new road on Manhattan Point Dr. The owner worked with the city to correct the issue and denies that there is erosion. There are currently public utilities on the ROW. Neither of the adjacent property owners want the ROW to be vacated. After much discussion the commission declined to make a recommendation to the council on this issue.

- B) Hillcrest Beach ROW, Concerned Neighbor – We were provided with a letter from one of the neighboring property owners regarding the Hillcrest Beach sign that is across the street on private property. This is one of the ROW's that is scheduled to be marked in the first phase of the Task Force's plan. TJ will contact the property owner with the sign and the complaining neighbor to make them aware that the upcoming addition of signage to the ROW.
- C) Grant Opportunity, Clean Energy Resource Teams – There is an opportunity for community clean energy projects in MN. This would include solar panels, switching to LED lights, signage, etc. The grants would cover labor costs and the city would be responsible for material. Grants are for up to \$10,000. Crow Wing County has a program for LED bulbs, we could then be able to switch the entire community center to LED bulbs using both programs. No action is needed, this is info only looking ahead to next year.

VI) Other Business

A) Staff Report

- i. September City Council Directives – The Lafayette Beach ROW vacation was denied by council. The proposal from Thelen Heating to replace the last 2 HVAC units in the building for \$23,275 was approved. The proposal from Croix Management and use of the park general fund to cover costs outside of the budgeted amount for the landscape berm was approved. The council approved having letters sent to adjacent property owners of ROW's regarding removal of personal property, and approved marking ROWs 1, 6, 16, 25, 27, 29, 30, 32, 34, 35, 39, 40, 48, 50, 52, 54, per the Task Force recommendations. TJ reported to council that only one bid was received for the Polaris Ranger, the bid was \$1,500 under the minimum bid amount. Council voted to place the Ranger on govdeals.com. The council approved advertising for a joint Public Works/Parks Maintenance technician at a starting wage of \$18.45.
- ii. Pine River Overlook Park Update – Hydro seeding was completed. Picnic tables are out. Public works will be installing a camera. Signs will be installed on Cty Rd 3. Docks will be put out next year. There is also a possibility of adding a new trail.
- iii. Library Update – Saturday Sept 30 will be the final Saturday of summer hours, meaning the library will no longer be open on Saturdays. This is strictly due to a lack of volunteers. The Book sale was extremely successful raising about \$5,500. The final sale in September was very successful.

B) Comments from the commission – Ann informed the commission that a group of pickleballers from Eagan are coming to Crosslake to play next week. They have been informed of the rules and membership info.

C) Pequot Lakes Community Education Update –Joell was not in attendance.

VII) Open Forum – Mike O’Connell with the LAKE Foundation was in attendance to inform and update us on the foundation’s plans to start creating off road bike paths. They raised money to have a feasibility study done. They are currently looking at a \$2 million dollar plan to add 1.7 miles of trail, connecting the current trails on Cty Rd 66 and 3 to South Bay Park via East Shore Rd. TJ will send the commission the feasibility study when he receives it. Mike will be at the Crosslakers Town Hall on Friday with information about this endeavor.

VIII) Adjourn at 2:50 PM

Motion to adjourn.

Ann/Kristin

Favor: All

Opposed: None

Crosslake ROW Task Force
Wednesday August 16, 2023
Crosslake City Hall 2:00pm

Present: TJ Graumann, Jackson Purfeerst, Char Nelson, Tom Swenson, Heather Jones

- I. Meeting was called to order at 2:00pm
- II. Appoint Chair – TJ volunteered and was appointed by consent.
- III. Appoint Secretary – Heather volunteered and was appointed by consent.
- IV. Discuss the Vision/Goals for this task force – 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 to be sending letters to the neighboring property owners again, an update to the previous letter with help from the city attorney. 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. No storage will be allowed on ROW’s. 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.
- V. Overview of ROW materials – TJ reviewed all the current materials with us.
 - A) Inventory Log
 - B) Inventory Presentation
 - C) ROW Map
 - D) ROW Plats
- VI. Next Steps – 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, 1,6,16,25,27,29,30,32,34,35,39,40,48,52,54. 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. TJ will bring this to the next City council meeting for approval.
- VII. Schedule meeting – we did not schedule another meeting. TJ will call a meeting following the next city council meeting.
- VIII. Adjourn

42110-208 JDM

2023 10/24/2023

E.
19.

F.I.R.E.

12137 Northgate Lane
PO Box 810
Crosslake, MN 56442

INVOICE

DATE	INVOICE #
10/24/2023	6495

BILL TO
Crosslake Police Department 37028 County Road 66 Crosslake, MN 56442

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,

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

DATE	DESCRIPTION	RATE	AMOUNT
10/24/23	EMS Training EMR Refresher 5 - Students @ \$225 per Student Students: Jacob Maier Anton Marks Robert Willard Cody Haines Patrick Martin	1,125.00	1,125.00

Thank You For Your Business.	TOTAL	\$1,125.00
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STATE OF MINNESOTA)

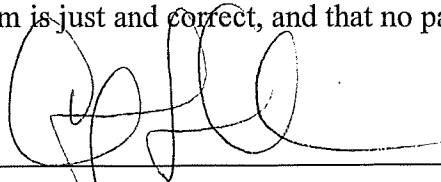
COUNTY OF CROW WING)

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

- 1) I am the Fire Chief of the City of Crosslake, Minnesota.
- 2) On 10/24/23, the following services were furnished by F.I.R.E. to the City of Crosslake: Training for Crosslake Fire Department Continuing Education.
- 3) The price for such services was \$ 1,125⁰⁰ 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.

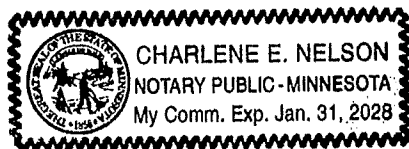


Chip Lohmiller, Fire Chief


Subscribed and sworn to before me this 24 day of October, 2023.



Notary



F.I.R.E.
12137 Northgate Lane
PO Box 810
Crosslake, MN 56442

42280-208 

10/25/2023

INVOICE

DATE	INVOICE #
10/25/2023	6491

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

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

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
10/25/23	Wildland Search and Rescue Deer Stand Rescue Scenario Wednesday October 25, 2023 1900 Instructor: Mike Schwankl	650.00	650.00

Thank You For Your Business.	TOTAL	\$650.00
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STATE OF MINNESOTA)

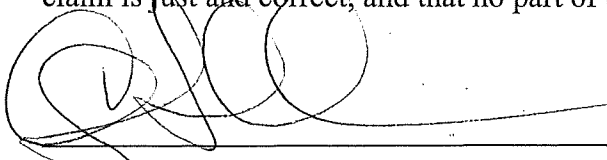
COUNTY OF CROW WING)

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

- 1) I am the Fire Chief of the City of Crosslake, Minnesota.
- 2) On 10/25/23, the following services were furnished by F.I.R.E. to the City of Crosslake: Training for Crosslake Fire Department Continuing Education.
- 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.

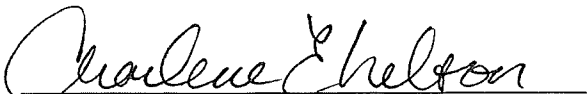
To the best of my knowledge and belief, the contract price is as low as, or lower than the price at which the services could be obtained from other sources.

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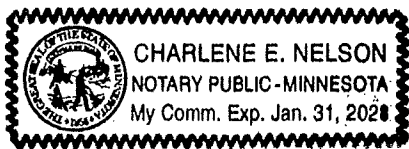


Chip Lohmiller, Fire Chief

Subscribed and sworn to before me this 25 day of October, 2023.



Notary



MAR 2 11/1/2023

F.I.R.E.

12137 Northgate Lane
PO Box 810
Crosslake, MN 56442

INVOICE

DATE	INVOICE #
11/1/2023	6501

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

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

<i>Fire Instruction Rescue Education Federal ID# 46-1192854 MN ID# 2759083 612-868-6744 fire@crosslake.net</i>
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DATE	DESCRIPTION	RATE	AMOUNT
11/1/23	EMS Training EMR Quarterly Training Wednesday November 1, 2023 1900 Instructor: Andrew LeBlanc	650.00	650.00
Thank You For Your Business.		TOTAL	\$650.00

STATE OF MINNESOTA)

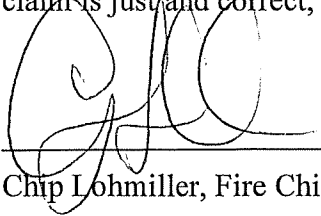
COUNTY OF CROW WING)

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

- 1) I am the Fire Chief of the City of Crosslake, Minnesota.
- 2) On 11/1/23, the following services were furnished by F.I.R.E. to the City of Crosslake: Training for Crosslake Fire Department Continuing Education.
- 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.

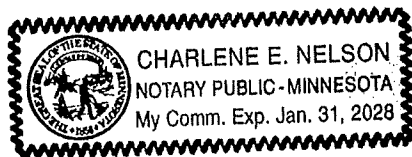


 Chip Lohmiller, Fire Chief

Subscribed and sworn to before me this 1 day of November, 2023.



 Notary



F.I.R.E.

12137 Northgate Lane
 PO Box 810
 Crosslake, MN 56442

INVOICE

DATE	INVOICE #
11/8/2023	6515

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

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,

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

Net 15

DATE	DESCRIPTION	RATE	AMOUNT
11/8/23	Live Burn Simulator Blitz Attack - Relay Pumping Wednesday November 8, 2023 1900 Instructor: Tim Holmes	1,650.00	1,650.00

Thank You For Your Business.	TOTAL	\$1,650.00
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STATE OF MINNESOTA)

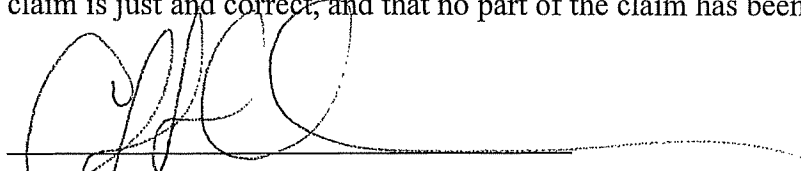
COUNTY OF CROW WING)

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

- 1) I am the Fire Chief of the City of Crosslake, Minnesota.
- 2) On 11/8/23, the following services were furnished by F.I.R.E. to the City of Crosslake: Training for Crosslake Fire Department Continuing Education.
- 3) The price for such services was \$ 1650⁰⁰ 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.

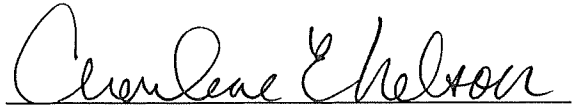
To the best of my knowledge and belief, the contract price is as low as, or lower than the price at which the services could be obtained from other sources.

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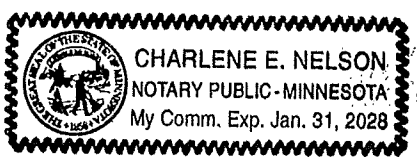


 Chip Lohmiller, Fire Chief

Subscribed and sworn to before me this 9 day of November, 2023.



 Notary



E.
20.

BILLS FOR APPROVAL
November 13, 2023

VENDORS	DEPT		AMOUNT
Ace Hardware, hearing protection	Park		74.99
Ace Hardware, seafoam, spray paint, hardware	Park		42.36
Ace Hardware, hardware	Park		19.58
Ace Hardware, anti seize lube	Park		7.59
Ace Hardware, roundup	Park		27.99
Ace Hardware, tire gauges, rod	Park		25.17
Ace Hardware, seafoam, anti freeze, hardware	Park		33.26
Ace Hardware, allen wrench, screws	Park		1.79
Ace Hardware, batteries	Police		37.57
Ace Hardware, hardware	PW		33.27
Ace Hardware, windshield wonder	Police		9.99
Ace Hardware, measuring tape	PW		44.99
Ace Hardware, tape measure	PW		25.99
Ace Hardware, batteries	PW		9.99
Ace Hardware, drill bits, conduit	PW		52.58
Ace Hardware, hardware for plow truck	PW		15.60
Ace Hardware, bird food	Park		49.97
American Steel, drop steel	Sewer		50.00
Anderson Brothers, screen rock	PW	pd 11-7	707.26
Aramark, mat service	PW	pd 10-20	579.48
Aramark, mat service	PW	pd 10-26	144.06
Aramark, mat service	PW		72.03
Aspen Mills, uniform	Fire		283.42
Aspen Mills, uniform	Fire		144.85
AT&T, cell phone and ipad charges	ALL	pd 10-20	1,238.34
AT&T, cell phone and ipad charges	ALL		1,239.22
AW Research, water testing	Sewer	pd 10-26	164.70
AW Research, water testing	Sewer		658.80
Baker & Taylor, books	Library		465.27
BCA, cjdn access fee	Police	pd 11-7	600.00
Becker Floor Covering, replace carpet tiles	Park	pd 11-7	100.00
Blue Water Wells, new well	Park		6,965.00
Bolton & Menk, road improvement plan	PW		1,708.50
Bolton & Menk, general engineering	PW		3,266.50
Bolton & Menk, moonlite bay sewer extension	Sewer		2,019.00
Bolton & Menk, gis platform development	PW		2,660.00
Bolton & Menk, cemtery platting	Cemetery		854.00
Build All Lumber, concrete mix, wonder bar, box beam levels	Park		106.28
Calibrations and Controls, verification of flow meters	Sewer		2,380.00
City of Crosslake, sewer utilities	ALL		165.00
Clean Team, november cleaning	ALL		3,931.25
Council #65, union dues	Gov't		419.76
Cross Tech, extension plates for dump trucks	PW		837.94
Crosslake Drug, ems supplies	Fire		68.42
Crow Wing County, address assignments	Gov't		100.00
Crow Wing County Highway Department, fuel	ALL		4,509.28

Crow Wing County Recorder, filing fees	PZ		276.00
Crow Wing Power, electric utilities	ALL	pd 10-20	6,536.65
CTC, web hosting	Gov't		10.00
Culligan, water and cooler rental	ALL		208.00
DeLage Landen Financial Services, copier lease	Park		117.00
Delta Dental, dental insurance	ALL		1,650.69
Duluth Archaeology Center, south bay park investigation	Park	pd 10-20	3,815.06
Fortis, disability insurance	ALL		902.45
Forum Communications, employment ad, meeting notice	Gov't	pd 11-7	129.22
Forum Communications, public hearing notice	Gov't		15.70
Forum Communications, meeting notice of 11/17/23	PZ		31.52
Forum Communications, meeting notice of 10/27	PZ		26.56
Forum Communications, attorney rfp ad	Gov't		42.98
Fyles Satellites, portable restroom	Park		140.00
Galls, uniform	Police		213.96
Grafix Shoppe, non-reflective numbers	Police	pd 11-7	116.99
Granite Electronics, antenna rod	Fire		32.50
Graumann TJ, mileage reimbursement	Park		62.48
Guardian Pest Solutions, pest control	Gvt/Park		71.00
Gull Lake Glass, install hinges	Fire		1,007.00
HART, monthly fee	Police		366.75
Hawkins, chemicals	Sewer		2,690.72
Heartland Tire, tires	PW		2,120.67
Holiday Station, fuel, batteries, water	Fire		168.54
Interstate Power Systems, generators annual service	ALL		3,933.79
J&J Medical, aed pads and batteries	Gov't		224.00
J&J Medical, laerdal suction kits, laerdal suction unit	Fire		6,303.50
Joe Johnson Septic, satellite Rental	Cemetery	pd 11-7	644.25
Jory Danielson, reimburse for travel expenses	Fire	pd 11-7	729.72
Kimber Creek, squad repairs	Police		382.67
Kirvida Fire, install knoxboxes	Fire		839.19
Knox, secure boxes	Fire	pd 10-26	3,981.00
Madden Galanter Hansen, labor attorney fees	Gov't		2,162.03
Mastercard, Adobe, monthly premium	Police	pd 10-20	21.46
Mastercard, Adobe, monthly premium	Gov't	pd 10-20	103.04
Mastercard, Adobe, monthly premium	Gov't		103.04
Mastercard, Amazon, prime monthly premium	Gov't		14.99
Mastercard, Amazon, waste can	Park		137.25
Mastercard, Amazon, first aid supplies	Park		22.71
Mastercard, Amazon, soccer goals	Park	pd 10-20	94.80
Mastercard, Amazon, mudguards	Park	pd 10-20	37.16
Mastercard, Amazon, envelopes	Police	pd 10-20	17.38
Mastercard, Amazon, storage boxes, mailers	Police	pd 10-20	110.54
Mastercard, Amazon, pull tape, garage door lock kit	Park		119.89
Mastercard, Amazon, paper towel dispensers	Park	pd 10-20	144.52
Mastercard, Amazon, pin hitch	Park	pd 10-20	18.95
Mastercard, Amazon, flexible wire	Park		8.99
Mastercard, Amazon, foot pedal dictation, hdmi	Police		107.99
Mastercard, Amazon, grease	PW		226.52
Mastercard, Amazon, laminating pouches	Park		15.97
Mastercard, Amazon, cooler	Park		24.98
Mastercard, Amazon, calendars, batteries, book	Park		156.39

Mastercard, BCA, training	Police		75.00
Mastercard, Best of Signs, letters and numbers	Gov't		65.98
Mastercard, Best of Signs, letters and numbers	Gov't		297.60
Mastercard, DG, halloween parade	Police		33.82
Mastercard, DG, halloween party	Park		12.00
Mastercard, DG, halloween parade	Police		34.90
Mastercard, Docusend, email bills	Sewer		4.37
Mastercard, Dog Waste Depot, bags, bag dispenser	Park		146.48
Mastercard, Dollar Tree, cutlery	Park		2.70
Mastercard, Doodle, subscription	Gov't		83.40
Mastercard, Filters Fast, cabinet heater filter	Park		155.26
Mastercard, Harbor Fright, fan	Park		49.99
Mastercard, HyVee, fuel	PW		32.40
Mastercard, Microsoft, monthly premium	Fire		17.71
Mastercard, NRPA, adaptations and supports	Park	pd 10-20	23.00
Mastercard, Pickleball Central, pickleballs	Park		78.27
Mastercard, Post Office, postage	Police	pd 10-20	19.10
Mastercard, Post Office, postage	Police		19.20
Mastercard, Post Office, postage	Police		11.80
Mastercard, The Police and Sheriffs Press, id card	Police		17.60
Mastercard, Walmart, halloween party	Park		159.95
Mastercard, Zoom, monthly premium	Gov't		65.99
MCSI, copier maintenance contract	Park		48.81
MCSI, copier maintenance contract	Park		61.68
Menards, salt pellets	PW		440.37
Menards, timer, bulbs	PW/Park		162.47
Menards, building wire, electrical supplies	PW		448.01
Menards, driveway markers, bulbs	PW		60.74
Metro Sales, copier lease	Police		48.79
Mid-American Research Chemical, janitorial supplies	Park		319.93
Midwest Machinery, v-belts	Park		170.61
Midwest Security, annual monitoring	PW	pd 10-20	935.76
Midwest Security, alarm repair	Gov't		275.00
MN Dept of Labor, um pressure vessel	Park	pd 11-7	10.00
MN Life, life insurance	ALL		198.60
MN NCPERS, life insurance	Gov't		80.00
MNPEA, union dues	ALL	pd 11-7	384.00
Moonlite Square, fuel	Park		54.29
Moonlite Square, fuel	Park		56.50
Moonlite Square, fuel	Fire		91.50
MR Sign, street name signs	PW		143.94
MR Sign, address sign	PW		46.43
MR Sign, address signs	PW		221.08
Napa, hardware	PW		4.95
Napa, connector	PW		12.52
North Memorial Ambulance, monthly subsidy	Ambulance		1,100.00
Northland Press, meeting notice of 10/27/23	PZ		71.25
Northland Press, ad for attorney	Gov't		38.00
Northland Press, meeting notice of 11/13/23	Gov't		47.50
Northland Press, meeting notice of 11/17/23	PZ		76.00
Northland Septic Maintenance, pump and haul biosolids	Sewer	pd 11-7	8,430.00
Pine River Sanitary Sewer District, biosolids treatment	Sewer		8,330.00

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
PAL Foundation	\$11,832.91	Pine River Overlook Park
PAL Foundation	\$614.00	Benches
Crosslake Firefighters Relief Association	\$949.88	Refrigerator for Firehall Apparatus Bay
B. Zahn	\$500.00	Fire Department
Anonymous	\$100.00	Dog Waste Station
Maureen Novak	\$25.00	Library

; and

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

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

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

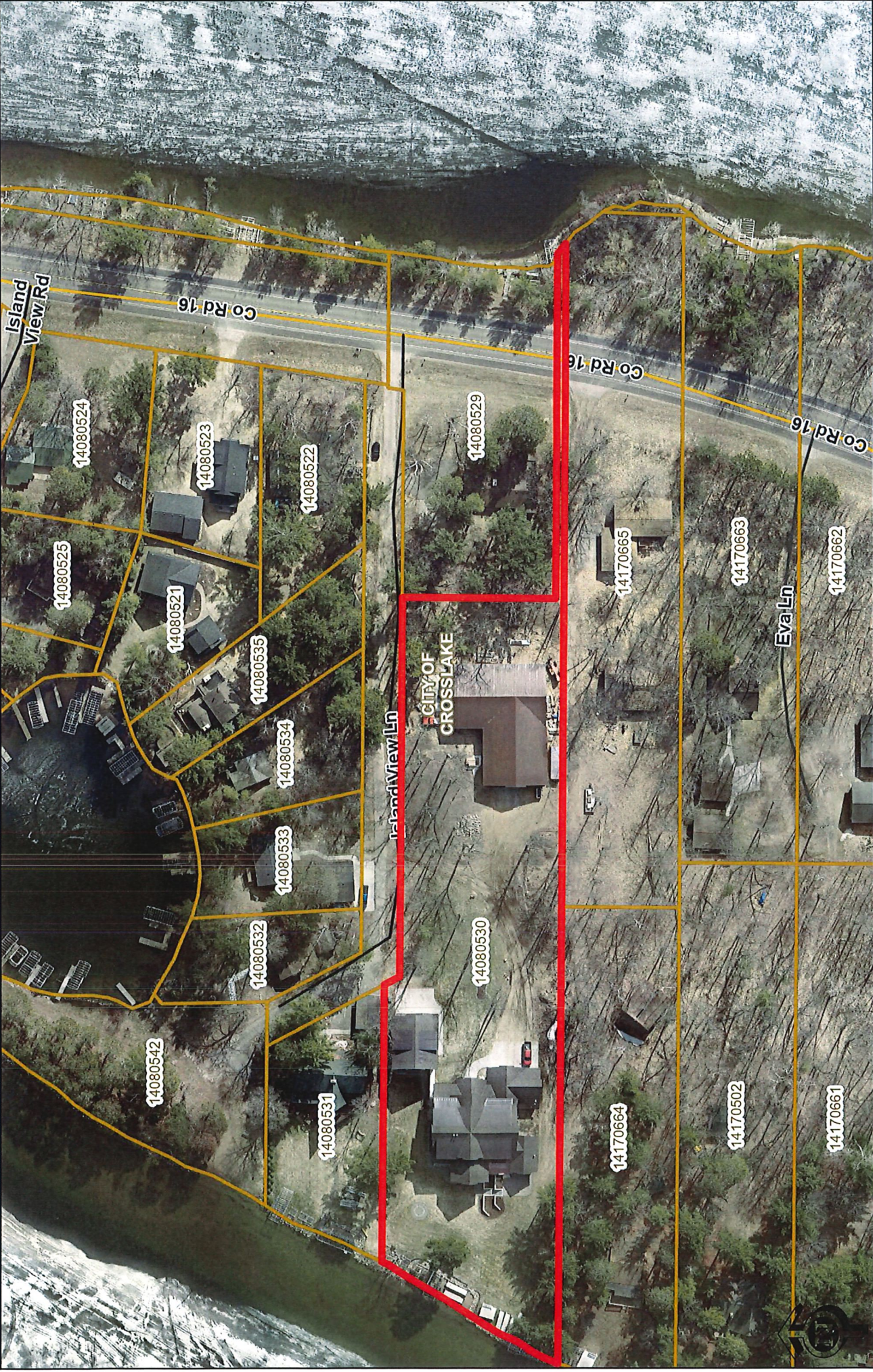
Passed this 13th day of November, 2023.

David Nevin
Mayor

ATTEST:

Michael R. Lyonais
City Administrator (SEAL)

F. 2.



Date: 10/31/2023 Time: 9:25 AM

These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

G. 1.

**CONSTRUCTION COST SHARE AND MAINTENANCE AGREEMENT
BETWEEN CROW WING COUNTY, MN AND THE CITY OF CROSSLAKE, MN
FOR COUNTY STATE AID HIGHWAY (CSAH) 66 AND CSAH 3
INTERSECTION, PEDESTRIAN AND STORMWATER IMPROVEMENTS
CROW WING COUNTY PROJECT NO. S.P. 018-090-008**

This Agreement is made and entered into this day of _____, 2023, by and between the County of Crow Wing, State of Minnesota, a political subdivision of the State of Minnesota, 326 Laurel Street, Brainerd, Minnesota, 56401, hereinafter referred to as "County", and the City of Crosslake, a municipal corporation under the laws of the State of Minnesota, 13888 Daggett Bay Road, Crosslake, MN 56442 hereinafter referred to as the "City". This Agreement is related to intersection improvements at the intersection of CSAH 3 and CSAH 66, and also pedestrian and stormwater improvements adjacent to each roadway.

WITNESSETH

WHEREAS, the parties mutually agree that the aforementioned project, including a roundabout at the CSAH 3 and CSAH 66 intersection, pedestrian improvements, stormwater improvements, and associated storm sewer and roadway replacements should be done as soon as possible; and,

WHEREAS, specialty funding through the Federal Lands Access Program (FLAP) and Transportation Alternatives (TA) program has been awarded, and

WHEREAS, the City has agreed to fund portions of the project desired by the City and as outlined in the Highway Department Cost Participation Policy adopted on 12/31/19, and

WHEREAS, the City and County are taking the opportunity to install water quality features as a part of the overall project, and

WHEREAS, working with the Crow Wing Soil and Water Conservation District (SWCD), a Grant has been awarded to be put towards the water quality portions of the project, and

WHEREAS, the County will acquire the easement(s) and/or property needed for the project, the County will prepare plans for the improvements, and

WHEREAS, the County will perform the bidding process and enter into a contract with the successful bidder.

NOW, THEREFORE, IT IS MUTUALLY STIPULATED AND AGREED:

I. PURPOSE

The parties have joined together for the purpose of providing improvements to CSAH 66 from approximately 650 feet south of the CSAH 3 intersection to approximately 2,650 north of said intersection, and on CSAH 3 from CSAH 66 to CSAH 37, including a roundabout at the CSAH 3 and CSAH 66 intersection, pedestrian and stormwater improvements and roadway reconstruction. This agreement identifies funding responsibilities and also future responsibilities upon project completion.

Attachment A (estimated prices) is considered a part of this agreement.

II. Duties

A. Design and Construction

The County shall provide all design-engineering services for the Project unless otherwise stated in this agreement. The County shall do the calling for all bids and the acceptance of all bid proposals and shall approve of entering into a construction contract.

B. Property Acquisition

The County shall be responsible for acquiring property needed for the project.

C. Inspection and Approval

The County shall provide construction inspection and staking for the project and approval for acceptance of the work as it is completed. Working with the County, the City shall retain the right to provide input on any work performed that the City will provide funding for and/or have future maintenance responsibilities for.

III. COSTS

A. CONSTRUCTION COSTS – WATER QUALITY

The construction costs identified in this agreement are based upon an estimate. The grant obtained in conjunction with the SWCD, attributable to the water quality items, is anticipated to provide funding of \$215,000.00. The construction costs based upon the estimate are \$346,280.00. The water quality items shall be equally funded between the City and County, with the grant amount also being shared on a 50/50 basis. Estimated responsibilities are shown in Attachment A.

B. ENGINEERING COSTS – WATER QUALITY

The County shall be responsible for providing engineering services for the project. The City shall reimburse the County for an amount equal to 18% of the City share of the construction costs. Based upon the current estimate of \$346,280.00, shared equally \$173,140.00 each, the engineering reimbursement due from the City is estimated to be \$31,166.00. See Attachment A.

C. CONSTRUCTION COSTS – ROADWAY AND PEDESTRIAN IMPROVEMENTS

The estimated amount of City responsibilities to the project (storm sewer, roadway, pedestrian facilities, etc.) is \$669,404.00 as shown in Attachment A. The County will provide the City with a project cost accounting and invoice showing project costs, grant funding and local match costs/requirements. Final City funding participation shall be based upon actual final costs.

D. ENGINEERING COSTS – ROADWAY AND PEDESTRIAN IMPROVEMENTS

The County shall be responsible for providing engineering services for the project. The City shall reimburse the County for an amount equal to 18% of the City construction costs. Based upon the estimated amount of \$669,404.00, the engineering reimbursement due from the City is estimated to be \$120,496.00. A summary is below, and greater detail can be seen in Attachment A.

E. RIGHT-OF-WAY ACQUISITION COSTS

The County will be responsible to fund and finalize the right-of-way acquisition process as stated in Section II.B above.

F. OVERALL COST SUMMARY

City total construction obligation	\$842,544.00
City total engineering obligation	\$151,662.00
<u>City total grant receipts</u>	<u>\$363,938.00</u>
City total estimated final costs	\$630,269.00

All estimated costs shown include a 10% contingency to address unforeseen items that arise during final design and/or construction.

G. SPECIALTY FUNDING

Special grant funding (FLAP, TA, SWCD) shall be shared between each agency based on construction obligation percentages as shown in Attachment A.

H. POTENTIAL ADDITIONAL COSTS

The City and County agree to share in additional costs related to contract incentives that are deemed appropriate to shorten the construction timeframe and lessen overall impacts to the community. These costs will be funded based upon construction obligation percentages of each agency. Any unforeseen costs related to additional detours, construction staging and specialty traffic control will be shared in the same manner as the incentives.

IV. TERM

This Agreement shall continue until terminated as provided hereinafter.

V. DISBURSEMENT OF FUNDS

All funds disbursed by the County or City pursuant to this Agreement shall be disbursed pursuant to law. The County shall enter into a contract with and make payments to a contractor during the project. Upon project completion, a final cost accounting will be performed totaling costs related to the Project. An invoice will be prepared by the County and submitted to the City, payable within 30 days.

The City shall reimburse the County for roadway and storm sewer costs, as well as engineering costs, estimated to be a total of \$630,268.00 within 30 days of receipt of invoice. Final quantities and costs, as well as final grant amounts, shall be the basis for the final invoice.

VI. CONTRACTS AND PURCHASES

All contracts let and purchases made pursuant to this Agreement shall be made by the County in conformity with State law.

VII. ACCOUNTABILITY

An accounting shall be made of all receipts and disbursements upon request by either party.

VIII. TERMINATION

This Agreement may be terminated by either party only for breach of this Agreement or by mutual consent of the parties.

IX. MAINTENANCE

Maintenance of items on the completed project will follow the County Highway Department Cost Participation Policy adopted on 12/31/19. A summary of items specific to this project follows. The County will continue to maintain its storm sewer system facilities that are currently in-place. The maintenance of the proposed storm sewer system including manholes, catch basins, catch basin leads, and trunklines within the CSAH 66 right-of-way shall be the responsibility of the County. The maintenance of the various infiltration ponds, rain gardens, stormwater interceptor structures, storm lines associated with the ponds, outlet lines and drain tile shall be the responsibility of the City. One exception is the pre-existing pond located approximately 580' north of Swann Drive on the west side of CSAH 66. The County shall retain maintenance responsibilities for that pond. Maintenance is considered all procedures required to keep the system in working order as designed.

Americans with Disabilities Act (ADA) pedestrian ramps and associated crosswalks shall be maintained as follows. Ramps providing access to cross CSAH 66 and CSAH 3 and crosswalks crossing CSAH 66 and CSAH 3 shall be maintained by the County. Ramps providing access to cross local roadways and crosswalks crossing local roadways shall be maintained by the City. Should the City request ramps or crosswalks different than those typically provided by the County (i.e., painted block crosswalks in lieu of striped crosswalks) they shall be maintained by the City. Any pedestrian crosswalk flasher systems installed to increase safety for pedestrians crossing a county road shall be maintained by the County. Those installed to aid in crossing city streets shall be maintained by the City.

All proposed trails and sidewalks shall be maintained by the City, including guard rail, fencing and/or retaining walls that are specifically intended to provide safety for the trail and sidewalk users. This includes periodic maintenance to keep the trails and sidewalks functioning safely, as well as long term replacement of the items. The City shall be responsible for any snow and ice removal from the trails and sidewalks as deemed appropriate. Previous agreements related to the separated paved trail on the west side of CSAH 66 remain in effect.

The lighting system associated with the project shall be owned and maintained by the City. The interior of the roundabout shall be maintained by the City. Any specialty items to be placed in the roundabout interior shall have County approval prior to placement. Specialty items allowed within the roundabout such as signs, water, electricity, etc. shall be owned and maintained by the City.

For items not specifically listed above, the cost share policy referenced above shall be utilized to determine maintenance responsibilities.

X. NOTICE

For purposes of delivery of any notices hereunder, the notice shall be effective if delivered to the Office of the Crow Wing County Highway Department, 16589 CR 142, Brainerd, MN 56401, on behalf of the County, and the City of Crosslake, 13888 Daggett Bay Road, Crosslake, MN 56442, on behalf of the City.

XI. INDEMNIFICATION

The City and the County mutually agree to indemnify and hold harmless each other from any claims, losses, costs, expenses or damages resulting from the acts or omissions of the respective officers, agents, or employees relating to activities conducted by either party under this Agreement.

XII. ENTIRE AGREEMENT

It is understood and agreed that the entire agreement of the parties is contained herein and that this Agreement supersedes all oral agreements and all negotiations between the parties relating to the subject matter hereof, as well as any previous agreement presently in effect between the parties to the subject matter hereof. Any alterations, variations, or modifications of the provisions of this Agreement shall be valid only when they have been reduced to writing and duly signed by the parties.

IN WITNESS WHEREOF, the parties of this Agreement have hereunto set their hands on the dates written below:

COUNTY OF CROW WING

CITY OF CROSSLAKE

By: _____
Timothy Bray
County Engineer

By: _____
David Nevin, Mayor
City of Crosslake

Dated: _____

Dated: _____

By: _____
Charlene Nelson, City Clerk
City of Crosslake

Dated: _____

CONSTRUCTION COST SHARE AND MAINTENANCE AGREEMENT - ATTACHMENT A
 BETWEEN CROW WING COUNTY, MN AND THE CITY OF CROSSLAKE, MN
 FOR COUNTY STATE AID HIGHWAY (CSAH) 66 AND CSAH 3
 INTERSECTION, PEDESTRIAN AND STORMWATER IMPROVEMENTS
 CROW WING COUNTY PROJECT NO. S.P. 018-090-008DATE: 11/9/2023

	ROADWAY & PEDESTRIAN	ROADWAY & PEDESTRIAN	ROADWAY & PEDESTRIAN	ROADWAY & PEDESTRIAN	WATER QUALITY	Totals	
	CSAH 3 & CSAH 66 Intersection Improvement (FLAP)	CSAH 3 & CSAH 66 Pedestrian Improvements (TA)	County Roadway Improvements (No Grant)	City Aesthetic Improvements (No Grant)	Water Quality Improvements (SWCD)		
Overall	Estimated construction subtotal before grants and contingency:	\$ 883,593	\$ 707,752	\$ 1,377,291	\$ 311,018	\$ 314,800	\$ 3,594,453
	Estimated construction contingency (10%):	\$ 88,359	\$ 70,775	\$ 137,729	\$ 31,102	\$ 31,480	\$ 359,445
	Construction total with contingency:	\$ 971,952	\$ 778,527	\$ 1,515,020	\$ 342,120	\$ 346,280	\$ 3,953,898
	Construction and contingencies covered by grants (FLAP, TA, SWCD):	\$ 850,000	\$ 610,000	\$ -	\$ -	\$ 215,000	\$ 1,675,000
	Construction and contingencies not overed by grants (FLAP, TA, SWCD):	\$ 121,952	\$ 173,214	\$ 1,515,020	\$ 342,120	\$ 119,345	\$ 2,271,652
	Preminary design, final design, and construction support services (13.15% Consultant Engineering Fee):	\$ 127,817	\$ 102,380	\$ 199,233	\$ 44,991	\$ 45,538	\$ 519,958
	Construction administration, inspection, and testing services (4.85% County Engineering Fee):	\$ 47,140	\$ 37,759	\$ 73,478	\$ 16,593	\$ 16,795	\$ 191,764
	Total City/County cost (Construction, Contingency, and Engineering) before grants:	\$ 1,146,908	\$ 918,665	\$ 1,787,732	\$ 403,703	\$ 408,612	\$ 4,665,621
	Total City/County cost (Construction, Contingency, and Engineering) after grants:	\$ 296,908	\$ 308,665	\$ 1,787,732	\$ 403,703	\$ 193,612	\$ 2,990,621
County	Estimated construction subtotal before grants and contingency:	\$ 883,593	\$ 410,220	\$ 1,377,291	\$ -	\$ 157,400	\$ 2,828,504
	Estimated construction contingency (10%):	\$ 88,359	\$ 41,022	\$ 137,729	\$ -	\$ 15,740	\$ 282,850
	Construction total with contingency:	\$ 971,952	\$ 451,242	\$ 1,515,020	\$ -	\$ 173,140	\$ 3,111,354
	Construction and contingencies covered by grants (FLAP, TA, SWCD):	\$ 850,000	\$ 353,562	\$ -	\$ -	\$ 107,500	\$ 1,311,062
	County percentage of associated grant:	100%	58%	0%	0%	50%	78%
	Construction and contingencies not overed by grants (FLAP, TA, SWCD):	\$ 121,952	\$ 88,800	\$ 1,515,020	\$ -	\$ 59,673	\$ 1,785,445
	Preminary design, final design, and construction support services (13.15% Consultant Engineering Fee):	\$ 127,817	\$ 59,341	\$ 199,233	\$ -	\$ 22,769	\$ 409,159
	Construction administration, inspection, and testing services (4.85% County Engineering Fee):	\$ 47,140	\$ 21,885	\$ 73,478	\$ -	\$ 8,397	\$ 150,901
	Total County cost (Construction, Contingency, and Engineering) before grants:	\$ 1,146,908	\$ 532,468	\$ 1,787,732	\$ -	\$ 204,306	\$ 3,671,414
Total County cost (Construction, Contingency, and Engineering) after grants:	\$ 296,908	\$ 178,906	\$ 1,787,732	\$ -	\$ 96,806	\$ 2,360,351	
City	Estimated construction subtotal before grants and contingency:	\$ -	\$ 297,532	\$ -	\$ 311,018	\$ 157,400	\$ 765,950
	Estimated construction contingency (10%):	\$ -	\$ 29,753	\$ -	\$ 31,102	\$ 15,740	\$ 76,595
	Construction total with contingency:	\$ -	\$ 327,285	\$ -	\$ 342,120	\$ 173,140	\$ 842,544
	Construction and contingencies covered by grants (FLAP, TA, SWCD):	\$ -	\$ 256,438	\$ -	\$ -	\$ 107,500	\$ 363,938
	City percentage of associated grant:	0%	42%	0%	0%	50%	22%
	Construction and contingencies not overed by grants (FLAP, TA, SWCD):	\$ -	\$ 84,415	\$ -	\$ 342,120	\$ 59,673	\$ 486,207
	Preminary design, final design, and construction support services (13.15% Consultant Engineering Fee):	\$ -	\$ 43,040	\$ -	\$ 44,991	\$ 22,769	\$ 110,799
	Construction administration, inspection, and testing services (4.85% County Engineering Fee):	\$ -	\$ 15,873	\$ -	\$ 16,593	\$ 8,397	\$ 40,863
	Total City cost (Construction, Contingency, and Engineering) before grants:	\$ -	\$ 386,198	\$ -	\$ 403,703	\$ 204,306	\$ 994,207
Total City cost (Construction, Contingency, and Engineering) after grants:	\$ -	\$ 129,760	\$ -	\$ 403,703	\$ 96,806	\$ 630,269	

DETAILED PRELIMINARY COST ESTIMATE
 CSAH 3 & CSAH 66 INTERSECTION IMPROVEMENTS CROW WING COUNTY, MN
 CROW WING COUNTY PROJECT NO. S.P. 018-090-008
 DATE: 11/9/2023

					ROADWAY & PEDESTRIAN - CSAH 3 & CSAH 66 INTERSECTION IMPROVEMENT										ROADWAY & PEDESTRIAN - CSAH 3 & CSAH 66 PEDESTRIAN IMPROVEMENTS										ROADWAY & PEDESTRIAN - COUNTY STAND ALONE ROADWAY IMPROVEMENTS										ROADWAY & PEDESTRIAN - STAND ALONE CITY AESTHETIC IMPROVEMENTS										WATER QUALITY - WATER QUALITY IMPROVEMENTS									
					Federal Land Access Program (FLAP) Max = \$850000										Transportation Alternatives (TA) Max = \$610000										No Grant = \$0										No Grant = \$0										SWCD & BWSR Grant Max = \$215000									
Line #	Item	Estimated Unit Price	Total Estimated Quantity	Unit	Total Estimated Cost	Crow Wing County					City of Crosslake					Crow Wing County					City of Crosslake					Crow Wing County					City of Crosslake					Crow Wing County					City of Crosslake													
						County Construction Quantity Share (Units)	Line Item Cost Before Grant (\$)	Grant Eligible (%)	Final County Cost Summary (\$)	City Construction Quantity Share (Units)	Line Item Cost Before Grant (\$)	Grant Eligible (%)	Final City Cost Summary (\$)	County Construction Quantity Share (Units)	Line Item Cost Before Grant (\$)	Grant Eligible (%)	Final County Cost Summary (\$)	City Construction Quantity Share (Units)	Line Item Cost Before Grant (\$)	Grant Eligible (%)	Final City Cost Summary (\$)	County Construction Quantity Share (Units)	Line Item Cost Before Grant (\$)	Grant Eligible (%)	Final County Cost Summary (\$)	City Construction Quantity Share (Units)	Line Item Cost Before Grant (\$)	Grant Eligible (%)	Final City Cost Summary (\$)	County Construction Quantity Share (Units)	Line Item Cost Before Grant (\$)	Grant Eligible (%)	Final County Cost Summary (\$)	City Construction Quantity Share (Units)	Line Item Cost Before Grant (\$)	Grant Eligible (%)	Final City Cost Summary (\$)																	
1	MOBILIZATION	\$150,000.00	1	LUMP SUM	\$150,000.00	26.00%	\$39,000.00	96.2%	\$1,482.71	0.00%	\$0.00	\$0.00	11.00%	\$16,500.00	78.351%	\$3,571.73	8.00%	\$12,000.00	78%	\$2,597.62	38.00%	\$57,000.00	0%	\$57,000.00	9.00%	\$13,500.00	0%	\$13,500.00	4.00%	\$5,000.00	62%	\$2,724.69	4.00%	\$5,000.00	62%	\$2,724.69																		
2	REMOVE CURB AND GUTTER	\$8.50	1419	LN FT	\$12,061.50	1.757%	\$14,934.50	96.2%	\$567.78	-	\$0.00	\$0.00	-	\$0.00	78%	\$0.00	2.886%	\$24,531.00	78%	\$5,110.19	3.806%	\$32,351.00	0%	\$32,351.00	-	\$0.00	0%	\$0.00	-	\$0.00	62%	\$0.00	-	\$0.00	62%	\$0.00																		
3	REMOVE BITUMINOUS PAVEMENT	\$4.00	18079	SQ YD	\$72,316.00	5.177%	\$24,788.00	96.2%	\$935.35	-	\$0.00	\$0.00	-	\$0.00	78%	\$1,027.21	8.00%	\$64,000.00	78%	\$12,640.00	12.640%	\$80,640.00	0%	\$80,640.00	-	\$0.00	0%	\$0.00	-	\$0.00	62%	\$0.00	-	\$0.00	62%	\$0.00																		
4	REMOVE BITUMINOUS PAVEMENT - TRAIL	\$5.00	3252	SQ YD	\$16,260.00	7.24%	\$23,620.00	96.2%	\$1,176.63	-	\$0.00	\$0.00	-	\$0.00	78%	\$1,500.00	8.00%	\$18,000.00	78%	\$3,600.00	2.518%	\$22,440.00	-	\$22,440.00	-	\$0.00	0%	\$0.00	-	\$0.00	62%	\$0.00	-	\$0.00	62%	\$0.00																		
5	FILL DEPTH RECLAMATION	\$6.00	6898	SQ YD	\$41,388.00	-	\$0.00	96.2%	\$0.00	-	\$0.00	\$0.00	-	\$0.00	78%	\$0.00	8.00%	\$0.00	78%	\$0.00	6.898%	\$41,388.00	0%	\$41,388.00	-	\$0.00	0%	\$0.00	-	\$0.00	62%	\$0.00	-	\$0.00	62%	\$0.00																		
6	COMMON EXCAVATION	\$22.00	9980	CU YD	\$222,000.00	2.400%	\$52,800.00	96.2%	\$2,007.36	-	\$0.00	\$0.00	-	\$0.00	78%	\$3,452.68	480.0	\$15,950.00	78%	\$2,285.91	6.235%	\$138,050.00	0%	\$138,050.00	-	\$0.00	0%	\$0.00	-	\$0.00	62%	\$0.00	-	\$0.00	62%	\$0.00																		
7	AGGREGATE BASE CLASS 5 (6" THICK)	\$30.00	4270	CU YD	\$128,100.00	1.115%	\$33,450.00	96.2%	\$1,271.11	-	\$0.00	\$0.00	-	\$0.00	78%	\$2,408.80	228.0	\$6,750.00	78%	\$1,461.16	2.569%	\$76,800.00	0%	\$76,800.00	-	\$0.00	0%	\$0.00	-	\$0.00	62%	\$0.00	-	\$0.00	62%	\$0.00																		
8	TYPE SP 9.5 WEARING COURSE MIX (2.0" TRAIL) (2.5" THICK)	\$100.00	450	TON	\$45,000.00	0.0%	\$0.00	96.2%	\$0.00	-	\$0.00	\$0.00	-	\$0.00	78%	\$0.00	380.0	\$38,000.00	78%	\$4,545.84	-	\$0.00	0%	\$0.00	-	\$0.00	0%	\$0.00	-	\$0.00	62%	\$0.00	-	\$0.00	62%	\$0.00																		
9	TYPE SP 9.5 WEARING COURSE MIX (3.0" THICK)	\$90.00	2870	TON	\$258,300.00	-	\$0.00	96.2%	\$1,881.58	-	\$0.00	\$0.00	-	\$0.00	78%	\$0.00	-	\$0.00	78%	\$0.00	2.320%	\$208,800.00	0%	\$208,800.00	-	\$0.00	0%	\$0.00	-	\$0.00	62%	\$0.00	-	\$0.00	62%	\$0.00																		
10	TYPE SP 12.5 WEARING COURSE MIX (3.0" THICK)	\$85.00	2870	TON	\$244,050.00	-	\$0.00	96.2%	\$1,777.35	-	\$0.00	\$0.00	-	\$0.00	78%	\$0.00	-	\$0.00	78%	\$0.00	2.320%	\$197,200.00	0%	\$197,200.00	-	\$0.00	0%	\$0.00	-	\$0.00	62%	\$0.00	-	\$0.00	62%	\$0.00																		
11	TYPE SP 12.5 NON WEAR COURSE MIX (5.0" THICK)	\$100.00	2870	TON	\$287,000.00	-	\$0.00	96.2%	\$1,672.80	-	\$0.00	\$0.00	-	\$0.00	78%	\$0.00	-	\$0.00	78%	\$0.00	2.320%	\$185,600.00	0%	\$185,600.00	-	\$0.00	0%	\$0.00	-	\$0.00	62%	\$0.00	-	\$0.00	62%	\$0.00																		
12	12" RC PIPE SEWER	\$75.00	1356	LN FT	\$101,700.00	-	\$0.00	96.2%	\$1,406.78	-	\$0.00	\$0.00	-	\$0.00	78%	\$0.00	-	\$0.00	78%	\$0.00	8.63%	\$65,725.00	0%	\$65,725.00	-	\$0.00	0%	\$0.00	-	\$0.00	62%	\$0.00	-	\$0.00	62%	\$0.00																		
13	18" RC PIPE SEWER	\$84.00	844	LN FT	\$70,896.00	-	\$0.00	96.2%	\$99.00	-	\$0.00	\$0.00	-	\$0.00	78%	\$0.00	-	\$0.00	78%	\$0.00	8.13%	\$68,292.00	0%	\$68,292.00	-	\$0.00	0%	\$0.00	-	\$0.00	62%	\$0.00	-	\$0.00	62%	\$0.00																		
14	24" RC PIPE SEWER	\$100.00	362	LN FT	\$36,200.00	-	\$0.00	96.2%	\$1,376.26	-	\$0.00	\$0.00	-	\$0.00	78%	\$0.00	-	\$0.00	78%	\$0.00	-	\$0.00	0%	\$0.00	-	\$0.00	0%	\$0.00	-	\$0.00	62%	\$0.00	-	\$0.00	62%	\$0.00																		
15	30" RC PIPE SEWER	\$115.00	637	LN FT	\$73,245.00	-	\$0.00	96.2%	\$1,293.91	-	\$0.00	\$0.00	-	\$0.00	78%	\$0.00	-	\$0.00	78%	\$0.00	3.47%	\$39,905.00	0%	\$39,905.00	-	\$0.00	0%	\$0.00	-	\$0.00	62%	\$0.00	-	\$0.00	62%	\$0.00																		
16	CONSTRUCT DRAINAGE STRUCTURE - DESIGN G	\$180.00	20	EACH	\$3,600.00	-	\$0.00	96.2%	\$762.36	-	\$0.00	\$0.00	-	\$0.00	78%	\$5,195.54	-	\$2,000.00	78%	\$0.00	9%	\$16,000.00	0%	\$16,000.00	-	\$0.00	0%	\$0.00	-	\$0.00	62%	\$0.00	-	\$0.00	62%	\$0.00																		
17	CONSTRUCT DRAINAGE STRUCTURE - 14-1022	\$6,000.00	8	EACH	\$48,000.00	-	\$0.00	96.2%	\$456.24	-	\$0.00	\$0.00	-	\$0.00	78%	\$0.00	-	\$0.00	78%	\$0.00	6%	\$36,000.00	0%	\$36,000.00	-	\$0.00	0%	\$0.00	-	\$0.00	62%	\$0.00	-	\$0.00	62%	\$0.00																		
18	CONSTRUCT DRAINAGE STRUCTURE - 60-1022	\$9,000.00	3	EACH	\$27,000.00	-	\$0.00	96.2%	\$684.33	-	\$0.00	\$0.00	-	\$0.00	78%	\$0.00	-	\$0.00	78%	\$0.00	1%	\$9,000.00	0%	\$9,000.00	-	\$0.00	0%	\$0.00	-	\$0.00	62%	\$0.00	-	\$0.00	62%	\$0.00																		
19	CONSTRUCT DRAINAGE STRUCTURE - 14-1022	\$11,200.00	1	EACH	\$11,200.00	-	\$0.00	96.2%	\$428.80	-	\$0.00	\$0.00	-	\$0.00	78%	\$0.00	-	\$0.00	78%	\$0.00	-	\$0.00	0%	\$0.00	-	\$0.00	0%	\$0.00	-	\$0.00	62%	\$0.00	-	\$0.00	62%	\$0.00																		
20	CONCRETE WALK	\$7.50	28033	SQ FT	\$210,397.50	5.682%	\$122,315.00	96.2%	\$1,609.78	-	\$0.00	\$0.00	-	\$0.00	78%	\$8,308.81	5,156.0	\$38,670.00	78%	\$4,738.18	17,255.0	\$129,112.50	78%	\$28,013.26	-	\$0.00	0%	\$0.00	-	\$0.00	62%	\$0.00	-	\$0.00	62%	\$0.00																		
21	CONCRETE CURB AND GUTTER DESIGN B624	\$30.00	9391	LN FT	\$281,730.00	-	\$0.00	96.2%	\$3,318.78	-	\$0.00	\$0.00	-	\$0.00	78%	\$24,041.01	5,702.0	\$111,000.00	78%	\$23,041.01	17,255.0	\$129,112.50	78%	\$28,013.26	-	\$0.00	0%	\$0.00	-	\$0.00	62%	\$0.00	-	\$0.00	62%	\$0.00																		
22	CONCRETE CURB AND GUTTER DESIGN 5524	\$40.00	1245	LN FT	\$49,800.00	-	\$0.00	96.2%	\$1,752.88	-	\$0.00	\$0.00	-	\$0.00	78%	\$808.26	-	\$0.00	78%	\$0.00	3.656%	\$109,680.00	0%	\$109,680.00	-	\$0.00	0%	\$0.00	-	\$0.00	62%	\$0.00	-	\$0.00	62%	\$0.00																		
23	CONCRETE CURB AND GUTTER DESIGN R124	\$40.00	278	LN FT	\$11,120.00	-	\$0.00	96.2%	\$428.80	-	\$0.00	\$0.00	-	\$0.00	78%	\$0.00	-	\$0.00	78%	\$0.00	-	\$0.00	0%	\$0.00	-	\$0.00	0%	\$0.00	-	\$0.00	62%	\$0.00	-	\$0.00	62%	\$0.00																		
24	CONCRETE MEDIAN 4"	\$50.00	400	SQ YD	\$20,000.00	-	\$0.00	96.2%	\$710.82	-	\$0.00	\$0.00	-	\$0.00	78%	\$2,811.41	-	\$0.00	78%	\$0.00	-	\$0.00	0%	\$0.00	-	\$0.00	0%	\$0.00	-	\$0.00	62%	\$0.00	-	\$0.00	62%	\$0.00																		
25	TRUNCATED DOMES	\$62.00	555	SQ FT	\$34,410.00	-	\$0.00	96.2%	\$333.36	-	\$0.00	\$0.00	-	\$0.00	78%	\$1,898.69	91.0	\$5,642.00	78%	\$1,221.32	-	\$0.00	0%	\$0.00	-	\$0.00	0%	\$0.00	-	\$0.00	62%	\$0.00	-	\$0.00	62%	\$0.00																		
26	8" CONCRETE DRIVEWAY PAVEMENT	\$90.00	572	SQ YD	\$51,480.00	-	\$0.00	96.2%	\$1,480.00	-	\$0.00	\$0.00	-	\$0.00	78%	\$11,148.81	-	\$0.00	78%	\$0.00	-	\$0.00	0%	\$0.00	-	\$0.00	0%	\$0.00	-	\$0.00	62%	\$0.00	-	\$0.00	62%	\$0.00																		
27	8" CONCRETE TRUCK APRON	\$90.00	370	SQ YD	\$33,300.00	-	\$0.00	96.2%	\$1,266.00	-	\$0.00	\$0.00	-	\$0.00	78%	\$0.00	-	\$0.00	78%	\$0.00	-	\$0.00	0%	\$0.00	-	\$0.00	0%	\$0.00	-	\$0.00	62%	\$0.00	-	\$0.00	62%	\$0.00																		
28	COMMON TOPSOIL BORROW	\$10.00	700	CU YD	\$7,000.00	-	\$0.00	96.2%	\$456.24	-	\$0.00	\$0.00	-	\$0.00	78%	\$4,453.56	-	\$0.00	78%	\$0.00	-	\$0.00	0%	\$0.00	-	\$0.00	0%	\$0.00	-	\$0.00	62%	\$0.00	-	\$0.00	62%	\$0.00																		
29	BOULEVARD AESTHETIC IMPROVEMENTS(STAMPED COLOR)	\$156,300.00	1	LUMP SUM	\$156,300.00	7.40%	\$11,566.20	96.2%	\$439.73	0.00%	\$0.00	\$0.00	-	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0%	\$0.00	92.60%	\$144,733.80	0%	\$144,733.80	0.00%	\$0.00	0%	\$0.00	0%	\$0.00	62%	\$0.00	0.00%	\$0.00	62%	\$0.00																		
30	LIGHTING IMPROVEMENTS(DECORATIVE)	\$224,000.00	1	LUMP SUM	\$224,000.00	37.90%	\$81,896.00	96.2%	\$1,227.60	0.00%	\$0.00	\$0.00	-	\$0.00	0.00%	\$0.00	0.00%	\$0.00	78%	\$1,812.58	11.40%	\$25,536.00	0%	\$25,536.00	46.90%	\$108,056.00	0%	\$108,056.00	0%	\$0.00	0.00%	\$0.00	62%	\$0.00	0.00%	\$0.00	62%	\$0.00																
31	RA AESTHETIC IMPROVEMENTS (WATER/ELECTPLANTS)	\$47,474.15	1	LUMP SUM	\$47,474.15	6.10%	\$2,935.92	96.2%	\$110.10	0.00%	\$0.00	\$0.00	-																																									



MEMO TO: City Council

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

DATE: November 13, 2023

SUBJECT: Statement of Work – Audit Services (2023 Audit)

Attached is the Statement of Work – Audit Services for the City’s 2023 Financial Statements and Supplementary Information.

New for 2023 will be implementation of new Statement No. 96 of the Governmental Accounting Standards Board – Subscription-Based Technology Arrangements along with any associated Statements on Auditing Standards (SAS) impacted by the new Statement No. 96. Those include SAS’s 143 through 145 which identify the associated risks, accounting estimates and related financial disclosures related to utilizing subscription-based information technology arrangements (SBITA).

The most recent example for the City’s use of SBITA include our recent move to the Microsoft Exchange Online for GCC and Office 365 GCC G3 for Government currently in the implementation phase (approved last month). Other examples include law enforcement programs used by the Police Department, finance software used by Administration, sewer usage and monitoring software used by the Sewer Department, membership and library software used by Parks, Rec and Library, and also ARC/GIS software used by Planning and Zoning.

The estimated cost of the 2023 annual audit along with implementation and related audit testing due to new standards is will approximate \$37,642.50. (Audit fees paid by the City for the 2022 Audit were \$32,395.00)

Recommendation:

Staff recommend the Council approve the Statement of Work as presented.
(Council Action – Motion)



Statement of Work - Audit Services

November 4, 2023

This document constitutes a statement of work ("SOW") under the master service agreement ("MSA") dated November 21, 2022, or superseding MSA, made by and between CliftonLarsonAllen LLP ("CLA," "we," "us," and "our") and City of Crosslake ("you," "your," or "the entity"). We are pleased to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the services CLA will provide for the entity as of and for the year ended December 31, 2023.

Mary Reedy, CPA, CGFM is responsible for the performance of the audit engagement.

Scope of audit services

We will audit the financial statements of the governmental activities, business-type activities, the aggregate discretely presented component unit, each major fund, and the aggregate remaining fund information, which collectively comprise the basic financial statements of City of Crosslake, and the related notes to the financial statements as of and for the year ended December 31, 2023.

The Governmental Accounting Standards Board (GASB) provides for certain required supplementary information (RSI) to accompany the entity's basic financial statements.

The RSI will be subjected to certain limited procedures, but will not be audited.

We will also evaluate and report on the presentation of the supplementary information other than RSI accompanying the financial statements in relation to the financial statements as a whole.

Nonaudit services

We will also provide the following nonaudit services:

- Preparation of your financial statements and the related notes.
- Preparation of the supplementary information.
- Preparation of depreciation schedules.
- Preparation of adjusting journal entries
- Preparation of lease tools, if necessary

Audit objectives

The objectives of our audit of the financial statements are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America (U.S. GAAP). Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS) will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

Our audits will be conducted in accordance with U.S. GAAS. Those standards require us to be independent of the entity and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. Our audit will include tests of your accounting records and other procedures we consider necessary to enable us to express such opinions.

We will apply certain limited procedures to the RSI in accordance with U.S. GAAS. However, we will not express an opinion or provide any assurance on the RSI because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. We will also perform procedures to enable us to express an opinion on whether the supplementary information (as identified above) other than RSI accompanying the financial statements is fairly stated, in all material respects, in relation to the financial statements as a whole.

We will issue a written report upon completion of our audit of your financial statements.

Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph to our auditors' report, or if necessary, withdraw from the engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment prevent us from completing the audit or forming opinions on the financial statements, we retain the right to take any course of action permitted by professional standards, including declining to express opinions or issue a report, or withdrawing from the engagement.

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

It is our understanding that our auditors' report will be included in your annual report which is comprised of the financial statements and that your annual report will be issued by June 30, 2024. Our responsibility for other information included in your annual report does not extend beyond the financial information identified in our opinion on the financial statements. We have no responsibility for determining whether such other information is properly stated and do not have an obligation to perform any procedures to

corroborate other information contained in your annual report. We are required by professional standards to read the other information and consider whether a material inconsistency exists between the other information and the financial statements because the credibility of the financial statements and our auditors' report thereon may be undermined by material inconsistencies between the audited financial statements and other information. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Auditor responsibilities, procedures, and limitations

We will conduct our audit in accordance with U.S. GAAS.

Those standards require that we exercise professional judgment and maintain professional skepticism throughout the planning and performance of the audit. As part of our audit, we will:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and evaluate whether audit evidence obtained is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the amounts and disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on our evaluation of audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the entity's ability to continue as a going concern for a reasonable period of time.

Although our audit planning has not been concluded and modifications may be made, we have identified the following significant risk(s) of material misstatement as part of our audit planning:

- Management override of internal controls
- Improper revenue recognition
- Lack of segregation of duties

There is an unavoidable risk, because of the inherent limitations of an audit, together with the inherent limitations of internal control, that some material misstatements may not be detected, even though the

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

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

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

Management responsibilities

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

You are responsible for the preparation and fair presentation of the financial statements and RSI in accordance with U.S. GAAP.

Management's responsibilities include the selection and application of accounting principles; recording and reflecting all transactions in the financial statements; determining the reasonableness of significant accounting estimates included in the financial statements; adjusting the financial statements to correct material misstatements; and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the entity's ability to continue as a going concern for 12 months beyond the financial statement date.

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

entity complies with applicable laws and regulations, and informing us of all instances of identified or suspected noncompliance whose effects on the financial statements should be considered.

You are responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, including amounts and disclosures, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters, and for the accuracy and completeness of that information (including information from within and outside of the general and subsidiary ledgers); (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.

You agree to inform us of events occurring or facts discovered subsequent to the date of the financial statements that may affect the financial statements.

Management is responsible for the preparation of the supplementary information in accordance with U.S. GAAP. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. You agree to provide us written representations related to the presentation of the supplementary information.

Management is responsible for the preparation of other information included in your annual report. You agree to provide the final version of such information to us in a timely manner, and if possible, prior to the date of our auditors' report. If the other information included in your annual report will not be available until after the date of our auditors' report on the financial statements, you agree to provide written representations indicating that (1) the information is consistent with the financial statements, (2) the other information does not contain material misstatements, and (3) the final version of the documents will be provided to us when available, and prior to issuance of the annual report by the entity, so that we can complete the procedures required by professional standards. Management agrees to correct material inconsistencies that we may identify. You agree to include our auditors' report in any document containing financial statements that indicates that such financial statements have been audited by us.

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

Responsibilities and limitations related to nonaudit services

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

Use of financial statements

Should you decide to include or incorporate by reference these financial statements and our auditors' report(s) thereon in a future private placement or other offering of equity or debt securities, you agree that we are under no obligation to re-issue our report or provide consent for the use of our report in such a registration or offering document. We will determine, at our sole discretion, whether we will re-issue our report or provide consent for the use of our report only after we have performed the procedures we consider necessary in the circumstances. If we decide to re-issue our report or consent to the use of our report, we will be required to perform certain procedures including, but not limited to, (a) reading other information incorporated by reference in the registration statement or other offering document and (b) subsequent event procedures. These procedures will be considered an engagement separate and distinct from our audit engagement, and we will bill you separately. If we decide to re-issue our report or consent to the use of our report, you agree that we will be included on each distribution of draft offering materials and we will receive a complete set of final documents. If we decide not to re-issue our report or decide to withhold our consent to the use of our report, you may be required to engage another firm to audit periods covered by our audit reports, and that firm will likely bill you for its services. While the successor auditor may request access to our workpapers for those periods, we are under no obligation to permit such access.

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

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

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

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

Engagement administration and other matters

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

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

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

Fees

Our professional fees are outlined in the table below:

Service	Fee
Financial Statement Audit	\$30,850
Implementation of the New Risk Auditing Standards which includes an increase in information technology testing	SAS 143-145 \$2.5k- 4k
SBITAs audit resource fee	\$1,000
Additional audit testing for GASB 96 SBITAs (1-25 agreements)	\$275 per hour

We will also bill for expenses including travel, internal and administrative charges, and a technology and client support fee of five (5%) of all professional fees billed. Our fee is based on anticipated cooperation from your personnel and their assistance with locating requested documents and preparing requested schedules. If the requested items are not available on the dates required or are not accurate, the fees and expenses will likely be higher.

Professional fees will be billed as follows:

Progress bill to be mailed on	Amount to be billed
--------------------------------------	----------------------------

Upon execution of the SOW	One-third of our professional fees
Upon the commencement of substantive procedures	One-third of our professional fees
Issuance of draft report(s)	One-third of our professional fees

This estimate is based on anticipated cooperation from your personnel and their assistance with locating requested documents and preparing requested schedules. If the requested items are not available on the dates required or are not accurate, the fees and expenses will likely be higher. Our invoices, including applicable state and local taxes, will be rendered each month as work progresses and are payable on presentation.

Unexpected circumstances

We will advise you if unexpected circumstances require significant additional procedures resulting in a substantial increase in the fee estimate.

Changes in accounting and audit standards

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

Agreement

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

Sincerely,

CliftonLarsonAllen LLP

Response:

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

CLA

ORG: _____

NAME: Mary Reedy

TITLE: Principal

SIGN: *Mary Reedy*

DATE: November 6, 2023

Client

ORG: City of Crosslake

NAME: _____

TITLE: _____

SIGN: _____

DATE: _____

ORG: City of Crosslake

NAME: _____

TITLE: _____

SIGN: _____

DATE: _____

Seth Wannebo
Heavy Equipment Operator
Class C Wastewater Operator
City of Crosslake

November 6th, 2023

To: Mike Lyonais, Pat Wehner, City of Crosslake City Council:

Please accept this letter as a formal notification that I am resigning from my position as Heavy Equipment Operator, Class C Wastewater Operator, with the City of Crosslake, on November 20th, 2023.

I would like to personally thank the Citizens of Crosslake, the Public Works staff, and the Council for providing me this opportunity to work here, and to maintain and improve the City of Crosslake since my start in January, 2018.

With that said, I will continue to live in Crosslake, and hold my Captain position with Crosslake Fire, which will still allow me to work alongside this great community for years to come.

During the remainder of my employment, I will continue to help the rest of our staff prepare for the next season of work.

Thank you:

Seth Wannebo
37753 Ox Lake Landing
Crosslake, MN
56442

Seth.wannebo@gmail.com
218-820-0775

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.

The City may also 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~~safety sensitive of positions listed ~~above~~in the [Definitions section below](#) 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-impaired at** 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. Safety sensitive positions also include: Peace Officers, Firefighters, positions requiring a CDL or requiring an employee to operate a motor vehicle for which the law requires drug or alcohol testing; 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 funded by a federal grant; or other positions for which state or federal law requires testing of a job applicant or employee.

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.

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G-6.

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement is entered into between the City of Crosslake (hereafter "City") and MNPEA (hereafter "Union") representing Confidential and Supervisory employees.

WHEREAS, the City and the Union are parties to a collective bargaining agreement effective January 1, 2022, through December 31, 2024; and

WHEREAS, the City's former Police Chief retired in 2023 leaving the Police Chief position vacant; and

WHEREAS, the City promoted Jake Maier to the position of Police Chief effective July 13, 2023;


NOW, THEREFORE, the parties agree as follows:

1. Jake Maier's annual salary effective July 13, 2023 through December 31, 2024 shall be \$89,000. During this time, Maier is not eligible for additional wage increases.
2. This Memorandum of Agreement represents the complete and total agreement between the parties regarding this matter.

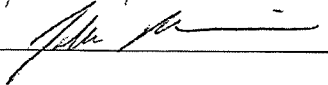
IN WITNESS WHEREOF, the parties have caused this Memorandum of Agreement to be executed this ____ day of ____, 2023.

MNPEA

CITY OF CROSSLAKE



 Business Agent



 Mayor

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement is entered into between the City of Crosslake (hereafter "City") and MNPEA (hereafter "Union") representing Confidential and Supervisory employees.

WHEREAS, the City and the Union are parties to a collective bargaining agreement effective January 1, 2022, through December 31, 2024; and

WHEREAS, the City's Sergeant position was vacant; and

WHEREAS, the City promoted Tony Marks to the position of Sergeant.


NOW, THEREFORE, the parties agree as follows:

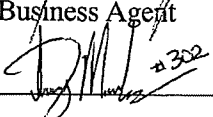
1. Tony Marks' hourly wage rate shall be \$35.73 effective upon his date of promotion to Sergeant on October 9, 2023 through December 31, 2023. During this time, Marks is not eligible for additional wage increases.
2. On January 1, 2024, Tony Marks' hourly wage rate will increase to \$37.51.
3. This Memorandum of Agreement represents the complete and total agreement between the parties regarding this matter.

IN WITNESS WHEREOF, the parties have caused this Memorandum of Agreement to be executed this ____ day of ____, 2023.

MNPEA

Business Agent





CITY OF CROSSLAKE

Mayor

G. 8.

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement is entered into between the City of Crosslake (hereafter “City”) and AFSCME Council 65 (hereafter “Union”).

WHEREAS, the City and the Union are parties to a collective bargaining agreement effective January 1, 2022, through December 31, 2024; and

WHEREAS, the City has added a new position of Maintenance Technician; and

NOW, THEREFORE, the parties agree as follows:

1. The wage appendix in the contract shall be amended to add the new classification of Maintenance Technician and the wage rates for the new classification.
2. Effective the first day of the first pay period following ratification of this Agreement, these modifications to the wage appendix shall appear as follows:

APPENDIX A

Step	2023 Salary Schedule									
	1	2	3	4	5	6	7	8	9	10
Maintenance Technician	18.41	18.96	19.53	20.13	20.73	21.35	21.99	22.65	23.34	24.04

Step	2024 Salary Schedule									
	1	2	3	4	5	6	7	8	9	10
Maintenance Technician	18.87	19.43	20.02	20.63	21.25	21.88	22.54	23.22	23.92	24.64

3. This Memorandum of Agreement represents the complete and total agreement between the parties regarding this matter.

IN WITNESS WHEREOF, the parties have caused this Memorandum of Agreement to be executed this _____ day of _____, 2023.

AFSCME COUNCIL 65

CITY OF CROSSLAKE

Business Agent

Mayor

Joe Chase- President

G. 9.

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement is entered into between the City of Crosslake (hereafter "City") and AFSCME Council 65 (hereafter "Union").

WHEREAS, the City and the Union are parties to a collective bargaining agreement effective January 1, 2022 through December 31, 2024; and

WHEREAS, the City has added a new position of Maintenance Technician at the same wage scale as the Park Maintenance position; and

WHEREAS, the City has hired a new Maintenance Technician at Step 4 at \$20.13 per hour; and

WHEREAS, the incumbent Park Maintenance employee is paid at Step 5 at \$20.73 per hour.

NOW, THEREFORE, the parties agree as follows:

1. The incumbent Park Maintenance employee shall be moved from Step 5 at \$20.73 per hour to Step 9 at \$23.34 per hour effective November 1, 2023. He is eligible for an increase on January 1, 2024.
2. This Memorandum of Agreement is based on the unique circumstances of the present matter and shall not constitute a precedent with respect to other matters involving the City and Union.
3. This Memorandum of Agreement represents the complete and total agreement between the parties regarding this matter.

IN WITNESS WHEREOF, the parties have caused this Memorandum of Agreement to be executed this _____ day of _____, 2023.

AFSCME COUNCIL 65

CITY OF CROSSLAKE

Business Agent

Mayor

Joe Chase- President

G. 10.

RESOLUTION NO. 23-_____

CITY OF CROSSLAKE
COUNTY OF CROW WING
STATE OF MINNESOTA

RESOLUTION REGARDING UNPAID SEWER CHARGES

WHEREAS, Minnesota Statute Section 444.075 subd. 3 provides that municipalities may make the charges for connection to sewer facilities and the use charges for such sewer facilities a charge against the owner, lessee, occupant of the property, and may provide a covenant for certifying unpaid charges to the County Auditor with taxes against the property served for collection as other taxes are collected; and

WHEREAS, the City of Crosslake City Code, Chapter 50 Section 50-624 provides that each and every sewer service charge levied by and pursuant to this Chapter is hereby made a lien upon the lot or premises served, and all such charges which are on May 15th or October 15th of each year past due and delinquent, shall be certified to the County Auditor as taxes or assessments on the real estate; and

WHEREAS, as of **October 15, 2023**, the following sewer charges were past due and delinquent:

<u>TAX PAYER NAME</u>	<u>REAL ESTATE CODE</u>	<u>AMOUNT</u>
William Johnson	14160520	665.50
Loch Ness Investments LLC	14160521	<u>665.50</u>
		Total \$1,331.00

THEREFORE, BE IT RESOLVED that the City of Crosslake City Council hereby certifies as delinquent the following sewer service charges as of **October 15, 2023**, as taxes or assessments on the real estate identified above:

Adopted by the Crosslake City Council this 13th day of November 2023.

David Nevin
Mayor

Michael Lyonais
City Administrator

ORDINANCE NO. 385
 AN ORDINANCE AMENDING CHAPTER 42, ARTICLE VI ROAD NAMES
 NAMING UNNAMED ROADS AS
SYLVA LANE AND RETRIEVER ROAD
 AND
 ADDING THE ROAD NAMES TO THE MASTER ROAD NAME INDEX
 FOR THE CITY OF CROSSLAKE
 COUNTY OF CROW WING
 STATE OF MINNESOTA

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

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

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

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

(a) Before the city council will consider a request to change a road name, or name an unnamed or new road, a petition containing at least 75 percent of the signatures of all property owners abutting the subject road must be submitted to the city council along with the proposed road name. Changes to the master road name index shall be through an ordinance.

(b) Notwithstanding the provision of subsection (a) of this section, the city council may, at its own discretion, change the name of a road, or name an unnamed or new road, provided that all property owners abutting the subject road are given at least 14 days' written notice of the hearing on the proposed name change.

(c) The City of Crosslake hereby names the current unnamed road as **Sylva Lane** in Section 29, Township 137N, Range 27W within the City of Crosslake, County of Crow Wing, and

The City of Crosslake hereby names the current unnamed road as **Retriever Road** in Section 28, Township 137N, Range 27W within the City of Crosslake, County of Crow Wing.

(d) The City Council of the City of Crosslake hereby amends the City Code to include **Sylva Lane and Retriever Road** in the Master Road Name Index.

(e) The City Designates **Sylva Lane and Retriever Road** as private roads and the City of Crosslake shall not accept **Sylva Lane nor Retriever Road** as public roads for maintenance purposes until such time that the roads are built to City standards.

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

David Nevin
Mayor

ATTEST:

Charlene Nelson
City Clerk

Attachment: Master Road Name Index

MASTER ROAD NAME INDEX

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

MASTER ROAD NAME INDEX

BROOKWOOD CIRCLE	30	SW	EAST OFF WEST SHORE DRIVE			BROOKWOOD PLAT
BUCKSKIN LANE	4	NW	EAST OFF OJIBWAY TRAIL			
BUNKHOUSE ROAD	9	NW	BETWEEN TALL TIMBERS TRAIL AND KIMBALL ROAD			
CABIN COVE TRAIL	5	SE	EAST OFF OF COUNTY ROAD 66	UNNAMED		PRIVATE ROAD
CAREFREE DRIVE	9		SOUTH OFF OF DAGGETT PINE ROAD	UNNAMED		PRIVATE ROAD
CARIBOU TRAIL	5	SE	EAST OFF OF COUNTY ROAD 66	UNNAMED		PRIVATE ROAD
CHANNEL LANE	17	NW	WEST OFF 16 ON S SIDE OF RUSH/CROSS CHANNEL			PRIVATE ROAD
CHERRY LANE	31	SW	OFF PERKINS ROAD			
COOL HAVEN LANE	5	NW	OFF SOUTH LANDING			
COUNTY ROAD 103						
COUNTY ROAD 16						
COUNTY ROAD 3						
COUNTY ROAD 36						
COUNTY ROAD 37						
COUNTY ROAD 66						
COUNTY ROAD 120						
CRANBERRY DRIVE	1		OFF BUCHITE ROAD	UNNAMED		PRIVATE ROAD
CROSS AVENUE	31	SW	WEST OFF LAKE STREET			
CROSS LAKE AVENUE	16	NW	WEST OFF 66 NORTH OF DAGGETT/CROSS CHANNEL			
CROSSCUT WAY	9	NW	BETWEEN LOG LANDING AND HEADQUARTERS DRIVE			
DAGGETT BAY ROAD	16	NW	EAST FROM 66			
DAGGETT PINE ROAD	9.1	NE,NW	EAST FROM 66 TO DREAM ISLAND ROAD			
DAGGETT COURT	10		S OFF OF DAGGETT PINE ROAD	UNNAMED		ISLAND VIEW PLAT
DAGGETT LANE	10		SW OFF DAGGETT PINE ROAD	UNNAMED		
DANCING BEAR DRIVE	32	NW	SOUTH OFF OF COUNTY ROAD 103			SILENT OAKS PLAT
DEER RIDGE DRIVE	9		S OFF OF DAGGETT PINE ROAD			CHATHAM PARK NORTH
DEWDROP LANE	19		W OFF OF WEST SHORE DRIVE			
DREAM ISLAND CIRCLE	10		W OFF OF DREAM ISLAND ROAD			LITTLE PINE SHORE PLAT
DREAM ISLAND LANE	10		E OFF DREAM ISLAND ROAD (BEFORE ISLAND)	UNNAMED		(PRIVATE ROAD??)
DREAM ISLAND ROAD	10	NE	END OF DAGGETT PINE ROAD- GOING NORTH	UNNAMED		
DUCK LANE	30	SW	WEST OFF WEST SHORE DR			
DUCKWOOD TRAIL	31	SE	SOUTH OFF OF COUNTY ROAD 103			DUCKWOOD PLAT
EAGLE STREET	8	NW	WEST OFF 66			
EAST RAVENWOOD DRIVE	32	SW	NORTH OFF OF FAWN LAKE RD			FAWN LAKE PARK FIRST ADDITION
EAST SHORE BOULEVARD	29	NE	W OFF OF EAST SHORE ROAD	EAST SHORE ROAD		CL EAST SHORE PLAT
EAST SHORE CIRCLE	29	SW	NORTH OFF EAST SHORE ROAD	LAKE SHORE CIR		SANDCREST PLAT
EAST SHORE COURT	29		DOUG NELSON DEV- N OFF OF E SHORE ROAD			PRIVATE- NELSON E SHORE LND
EAST SHORE LANE	29		DOUG NELSON DEV-OFF E SHORE ROAD			PRIVATE- NELSON E SHORE LND
EAST SHORE ROAD	29	SW	OFF OF 3	LAKESHORE DR		REPLACE LAKE SHORE DRIVE
EAST SHORE TERRACE	29		DOUG NELSON DEV-OFF E SHORE ROAD			NELSON'S E SHORE LANDING
ECHO DRIVE	16	NW	WEST OFF 66 TO MARGRET	OLD CO HWY 8		
EDGEWATER LANE	16	NW	WEST OFF 66 BEHIND CHANNEL LIQUOR	OLD COOLEY HWY		
EGRET ROAD	9		N OFF DAGGETT PINE ROAD			D & M ADDITION
EVA LANE	17	NE	NORTH OFF OF COUNTY ROAD 16	UNNAMED		DRIVEWAY SERVING 3 RESIDENCES

MASTER ROAD NAME INDEX

FIRST STREET	8	NW	WEST OFF 16 ACROSS FROM MOONLITE			PRIVATE ROAD
FISH ROAD	2		BASS LAKE RESERVE- EAST OFF #3		UNNAMED	PRIVATE ROAD
FISHERMANS POINT ROAD	17	NW	SE OFF 16 SOUTH OF RUSH/CROSS CHANNEL			PORTION PRIVATE ROAD
FOREST LODGE ROAD	7	NW	SOUTH OFF ANCHOR POINT			
GALE LANE	18	NW	SOUTH OFF 16 NEAR HARBOR LANE			
GENDREAU ROAD	33	SW	SOUTH OFF 36			SEEKEL ADDITION
GINSENG PATCH ROAD	7	NW	NEAR END OF ANCHOR POINT ROAD TO NW			
GLADICK LANE	17	NW	WEST OFF 16 ON N SIDE OF RUSH/CROSS CHANNEL			
GLEE LANE	21	NE	WEST OFF OF COUNTY ROAD 3		UNNAMED	PRIVATE DRIVE
GORDON CIRCLE	29	SW	EAST OFF OF HAPPY LANDING ROAD			WILD WIND PLAT
GREER LAKE ROAD	36	SE	E/W ROAD TO GREER LAKE TRAIL			GREER LAKE CAMPGROUND RD
GOULD STREET	21	NE	BETWEEN OSTLUND AVE. AND ALLEN AVE. SO. OF SWANN DR.			TOWN SQUARE DEV.
HAPPY COVE ROAD	29	SW	EAST OFF HAPPY LANDING			PART OF HAPPY LANDING ROAD
HAPPY LANDING ROAD	29	SW	NORTH FROM 103			
HAPPY TRAIL	29		NORTH OFF HAPPY LANDING ROAD		UNNAMED	PART OF HAPPY LANDING ROAD
HARBOR LANE	18	NW	WEST OFF 16		HARBOR LN RD	
HARBOR TRAIL	18	NW	NW OFF HARBOR LANE		RUSH LAKE AVE	
HEADQUARTERS DRIVE	9	NW	OFF OLD LOG LANDING		HDQTR DR S	
HERITAGE WAY	21	NE	BETWEEN PIONEER DR AND OSTLUND AVE		UNNAMED	
HIDDEN VALLEY ROAD	8		W OFF 16 ACROSS FROM MOONLITE BAY			
HILLTOP DRIVE	6	NW	BETWEEN MANHATTAN POINT BLVD AND WHITEFISH AVE		WEST AVE	NAME NOT USED
INDUSTRIAL ROAD	32	SW	NORTH OFF OF COUNTY ROAD 120		UNNAMED	PRIVATE ROAD
ISLAND VIEW LANE	8	NW	WEST OFF 16		ISLAND VIEW RD	WARNERS ADD MUHL'S ISL VIEW
ISLAND VIEW ROAD	8	NW	WEST OFF 16			WARNERS ADD MUHL'S ISL VIEW
IVY LANE	31	SW	E/W ROAD OFF 103			
IVY TRAIL	31		N OFF OF IVY LANE		UNNAMED	CONSIDERED PART OF IVY LANE
JASON LANE	7		SOUTH OFF SILVER PEAK ROAD			STALEY SHORES PLAT
JOHNIE STREET	17	SW	SOUTH FROM 16		ARTHUR AVE	INCORPORATED ARTHUR AVE
KALLBERG ROAD	26,35	E1/2	SOUTH OFF OF COUNTY ROAD 36		UNNAMED	FOREST RD, THEN PRIVATE DW
KIMBALL COURT	16		EAST OFF KIMBALL ROAD			PRIVATE-DAGGETT BAY TWINHMS
KIMBALL ROAD	9	NW	EAST OFF NORTH END OF BROOK STREET			
KIMBERLY ROAD	32	SW	WEST OFF 3			
LAKE STREET	31	SW	NORTH OFF 103			
LAKE TRAIL	31	SW	EAST OFF LAKE ST		PINE AVE/ OAK ST	BOWERS POINT
LEVI LANE	24	NE	EAST OFF BONNIE LAKES RD			
LILYPAD ROAD	11,12	S1/2	SOUTH, THEN EAST OFF OF COUNTY ROAD 3		UNNAMED	FOREST RD TO PUBLIC ACCESS ON GOODRICH
LOG LANDING	9	NW	EAST OFF 66		HDQTRS DRIVE N	OLD LOG HDQTRS PLAT
LOVELAND HARBOR	8	NE	WEST OFF OF COUNTY ROAD 66		UNNAMED	PRIVATE ROAD
LUMBERJACK LANE	9	NW	N/S END OF LOG LANDING AND HEADQUARTERS DR			
MANHATTAN DRIVE	6	NW	OFF MANHATTAN POINT BLVD-GOING NORTH		MANHATTAN BLVD	DIRECTION CHANGE
MANHATTAN POINT BOULEVARD	5,6	NW	WEST OFF 66 AT MANHATTAN BEACH LODGE		COUNTY RD 140	FORMER COUNTY ROAD
MAPLE LANE	21	SW	SOUTH OFF 37		DONALD DRIVE	RIVERVIEW PLAT
MARGARET LANE	16	NW	WEST OFF 16			
MARODA DRIVE	19	SW	EAST OFF WEST SHORE DRIVE			

MASTER ROAD NAME INDEX

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

MASTER ROAD NAME INDEX

RIVERWOOD TRAIL	21	SW	N/S OFF OF RIVERWOOD LANE			
ROBERT LANE	20					
ROBERT STREET	17	NW	EAST OFF 16			INC DONALD BLVD & DWIGHT DR
ROCK LAKE TRL	23	SE	NE OFF ROCKY ROAD		UNNAMED	PRIVATE ROAD
ROCKY ROAD	23		N OFF CTY RD #36- ROCK LAKE		UNNAMED	PRIVATE ROAD
RUSH HARBOR LANE	8	NE	WEST OFF OF COUNTY ROAD 16		UNNAMED	PRIVATE ROAD-LOVELANDS PLAT
RUSH LANE	5	NW	NORTH FROM ANCHOR POINT RD			
RUSHMOOR BOULEVARD	17	NW	NORTHWEST OFF 16			
RUSHMOOR TRAIL	17,18		WEST OFF RUSHMOOR BLVD			
SAND POINTE COURT	20		WEST OFF SAND POINTE DRIVE			PRIVATE/GOLDEN RULE TRL PRK
SAND POINTE DRIVE	20	SW	WEST OFF 3 AT RIVERSIDE INN		FAE AVE- ANN ST	
SANDRA ROAD	32	SW	EAST OFF 3 SOUTH OF SHAFER RD		UNNAMED	
SANDY SHORES COURT	29	NE	AT END OF SANDY SHORES ROAD			
SANDY SHORES ROAD	29	SW	WEST OFF OF COUNTY ROAD 3			PINE VISTA PLAT
SCENIC COURT	33	NW	EAST FROM VISTA DRIVE AND SOUTH OF SCHAFFER ROAD			MINNOWA PLAT
SECOND AVENUE	8	NW	NORTH OFF FIRST STREET		FIRST AVENUE	MINNOWA PLAT
SECOND STREET	8	NW	SOUTH OFF FIRST STREET			
SEQUOIA DRIVE	31	SW	OFF 103			
SERENITY LANE	15	SW	EAST OFF PINE BAY ROAD			
SHADYWOOD STREET	6	NW	BETWEEN MANHATTAN POINT BLVD AND SUMMIT-E/W RD			
SHAFER ROAD	33	SW	EAST OFF 3			
SHAMROCK ROAD	24	SE	E & S OFF BONNIE LAKES ROAD			
SHORES DRIVE	16	NW	WEST OFF PINE BAY TRAIL		WHT PINE SHR DR	
SILVER PEAK ROAD	7	NW	NE END OF IDEAL TWSHP SILVER PEAK ROAD			
SLEEPY VALLEY ROAD	26	SE	WEST OFF 36			PHELPS LAKE SHORE PLAT
SOUTH LANDING	5	NW	S OFF MANHATTAN POINT BLVD ACROSS LODGE			
STALEY LANE	7		S OFF SILVER PEAK RD/ JASON LANES			STALEY SHORES PLAT
SUGAR LOAF ROAD	33	SE	SOUTH OFF SHAFER ROAD			
SUMMIT AVENUE	6	NW	BETWEEN MANHATTAN POINT BLVD AND WHITEFISH			
SUNDANCE LOOP	16	NW	OFF OF COUNTY ROAD 66		UNNAMED	PRIVATE ROAD
SUNRISE BOULEVARD	30	SW	OFF WEST SHORE DRIVE			
SUNRISE ISLAND ROAD	30	SW	EAST OFF WEST SHORE DRIVE			
SUNSET DRIVE	19	SW	WEST OFF PLEASANT LANE			
SWANN DRIVE	21	NW, NE	BETWEEN COUNTY ROAD 66 & COUNTY ROAD 3		UNNAMED	
SYLVA LANE	29	NE	WEST OFF OF COUNTY ROAD 3			
TALL TIMBERS TRAIL	9	NW	E/W AT END OF LUMBERJACK LANE			
TALON TRAIL	16	SW	N/S AT END OF BALD EAGLE TRAIL			EAGLE PASS PLAT
TAMARACK LANE	13	NE	SOUTH OFF TAMARACK ROAD		MCCLINTOCK RD	
TAMARACK ROAD	13,24	NE	NW OF O'BRIEN LAKE		MCCLINTOCK RD	
TAMARACK TRAIL	13	NE	SOUTH OFF TAMARACK ROAD		MCCLINTOCK RD	
TIMBER LANE	18	NW	NORTH OFF HARBOR LANE			TIMBERLANE PLAT
TRAILHEAD LANE	9	NE	NORTH OFF OF DAGGETT PINE ROAD		UNNAMED	
TWIN BAY DRIVE	7	NW	SOUTH OFF GINSENG PATCH ROAD ANCHOR POINT			TWIN BAY SHORES
URBANS POINT ROAD	30	SW	NORTH OFF PERKINS ROAD		URBAN POINT ROAD	

MASTER ROAD NAME INDEX

VELVET LANE	24	SE	SOUTH OFF 36 AT NW SHORE OF VELVET LAKE			
VERNA DRIVE	5	NW	OFF MANHATTAN POINT BLVD NEXT TO LODGE			
VISTA DRIVE	33	NW	SOUTH OF SCHAEFER ROAD			PINE VISTA PLAT
WATERWOOD COURT	10	NE	S OFF DAGGETT PINE ROAD E OF WILDERNESS			
WEST RAVENWOOD DRIVE	32	SW	NORTH OFF OF FAWN LAKE ROAD			FAWN LAKE PARK FIRST ADDITION
WEST SHORE DRIVE	18,19,30	SW,NW	N/S FROM 16 TO 103			
WETLAND DRIVE	29		OFF OF E SHORE BLVD	UNNAMED		PRIVATE ROAD
WHIPPLE DRIVE	21	SW	EAST OFF OF COUNTY ROAD 3			DRIVE GOING THRU PUBLIC WORKS AREA
WHITE BIRCH LANE	21	NE	RUNS BETWEEN WILDWOOD DR AND TRAIL			
WHITE ISLAND DRIVE	6	NW	NORTH FROM WHITEFISH ROAD	ISLAND AVE		WHITE ISL BCH PLAT/PVT RD
WHITE OAK DRIVE	29,30	SW	NORTH OFF 103			OAKCREST PLAT
WHITE PINE TRAIL	10	NW	OFF WILDERNESS TRAIL			
WHITEFISH AVENUE	6	NW	OFF MANHATTAN POINT BLVD			A/K/A COUNTY RD 140
WHITEFISH ROAD	6	NW	SOUTH OFF WHITEFISH AVENUE	EDGEWATER BEACH		
WHITEFISH TRAIL	6	NW	EAST OFF WHITEFISH AVENUE	PINE TERRACE		
WHITEHAWK TRAIL	32	SW	NORTH OFF OF FAWN LAKE ROAD			FAWN LAKE PARK FIRST ADDITION
WILDERNESS TRAIL	2,3,9,10	NE,NW	N/S OFF DAGGETT PINE ROAD			
WILD WIND RANCH DRIVE	32	NE	SOUTH OFF OF COUNTY ROAD 103	UNNAMED		WILD WIND RANCH ESTATES PLAT
WILDWOOD DRIVE	21	NE	OFF WILDWOOD TRAIL			WILDWOOD ACRES PLAT
WILDWOOD TRAIL	21	NE	SOUTH OFF WILDWOOD DRIVE	RED OAK TRAIL		WILDWOOD ACRES PLAT
WILLWOOD LANE	31	SW	SOUTH OFF 103			
WINDSOR AVENUE	6		MANHATTAN POINT			
WOLF COURT	10		OFF WOLF TRAIL	UNNAMED		
WOLF TRAIL	10,15,16	NE,NW	NE/NW AT END OF PINE BAY ROAD			
WOODLAND AVENUE	6					NO STRUCTURES
WOODLAND DRIVE	6	NW	WEST OF NORTHWOOD AVE- MANHATTAN POINT			PLAT ROAD NAME

G. 12.

ORDINANCE NO. 385
AN ORDINANCE AMENDING CHAPTER 42, ARTICLE VI
NAMING UNNAMED ROADS AS
SYLVA LANE AND RETRIEVER ROAD
AND
ADDING THE ROAD NAMES TO THE MASTER ROAD NAME INDEX
FOR THE CITY OF CROSSLAKE
COUNTY OF CROW WING
STATE OF MINNESOTA

The following is the official summary of Ordinance No. 385, approved by the City Council of the City of Crosslake on the 13th of November, 2023.

The purpose of this Ordinance is to name unnamed roads as Sylva Lane and Retriever Road and add the names to the Master Road Name Index for the City of Crosslake.

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

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

David Nevin
Mayor

ATTEST:

Charlene Nelson
City Clerk

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

RESOLUTION SUPPORTING THE EFFORTS OF IDEAL TOWNSHIP TO IMPROVE
THEIR TRANSFER STATION

WHEREAS, the Transfer Station serves the public without regard to Township residence;

WHEREAS, it is the intent of Ideal Township to continue to serve the broader community;

WHEREAS, the Transfer Station works closely with Crow Wing County in maintaining the Station in its collection and disposal of waste products;

WHEREAS, the Transfer Station does serve our residents.

NOW, THEREFORE, BE IT RESOLVED, that the City of Crosslake City Council support the efforts of Ideal Township in improving its Transfer Station in seeking a grant from Sourcewell's Community Impact Fund to improve the efficiency and effectiveness of the Station.

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

David Nevin
Mayor

ATTEST:

Charlene Nelson
City Clerk

G. 14.

cityclerk@crosslake.net

From: Harlan Johnson <harlan@hvjagency.com>
Sent: Thursday, November 9, 2023 10:31 AM
To: Mike Lyonais City of Crosslake; Susan Hansen
Subject: Discrepancy regarding Out of Network Out of Pocket exposure
Attachments: City of Crosslake OON-MOOP.pdf; City of Crosslake - Benefit Comparisons.pdf

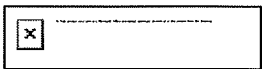
As we went over our spreadsheets, and compared them to the SBC's, (See Attached:), we found a discrepancy in the OON (Out of Network) OOP (Out of Pocket) Maximums. We were told they were the same plan a number of times, but scrutinizing that category of the SBC, it shows there is no limit of the Out of Network Out of Pocket on the MEDICA Choice Passport MN 3200-0% HSA Gold plan, which is the Fully-Insured Small Employer pool plan direct from MEDICA, **not** the **MHC ASO** plan. (MN Health Consortium Administrative Services Only).

Apparently this is another new trend in the Small Group market that tend to be Fully Insured.

MEDICA will not produce the SBC for the MHC Consortium till sometime in January, and MHC didn't know if that was negotiated for 2024 or not.

The Fully Insured Small Employer plan offer saves the City, and their EE's, approx. \$7000/mo., and the chance of someone using the Out of Network providers with this plan is slim. Their networks in, and out of state, are among the most inclusive in the US/world.

On my way to the cities: 218-831-5538



Harlan Johnson
Partner
Harlan V. Johnson Agency Inc.



[218-568-4900](tel:218-568-4900) | [218-831-5538](tel:218-831-5538)
harlan@hvjagency.com
www.hvjagency.com
31113 Front Street, PO Box 373, Pequot Lakes, MN , 56472



The Summary of Benefits and Coverage (SBC) document will help you choose a health plan. The SBC shows you how you and the plan would share the cost for covered health care services. NOTE: Information about the cost of this plan (called the premium) will be provided separately. This is only a summary. For more information about your coverage, or to get a copy of the complete terms of coverage, go to www.Medica.com or call 952-945-8000 (Minneapolis/St. Paul Metro area) or 1-800-952-3455. For general definitions of common terms, such as allowed amount, balance billing, coinsurance, copayment, deductible, provider, or other underlined terms, see the Glossary. You can view the Glossary at www.healthcare.gov/sbc-glossary or call 1-800-952-3455 to request a copy.

Important Questions	Answers	Why This Matters:
What is the overall deductible?	\$3,000 per person/ \$6,000 per family in-network and \$5,000 per person/ \$10,000 per family for out-of-network services.	Generally, you must pay all of the costs from providers up to the deductible amount before this plan begins to pay. If you have other family members on the plan, each family member must meet their own individual deductible until the total amount of deductible expenses paid by all family members meets the overall family deductible.
Are there services covered before you meet your deductible?	Yes. Preventive care, preventive prescriptions and prenatal care from in-network providers and well child and prenatal care out-of-network.	This plan covers some items and services even if you haven't yet met the deductible amount. But a copayment or coinsurance may apply. For example, this plan covers certain preventive services without cost sharing and before you meet your deductible. See a list of covered preventive services at https://www.healthcare.gov/coverage/preventive-care-benefits .
Are there other deductibles for specific services?	No.	You don't have to meet deductibles for specific services.
What is the out-of-pocket limit for this plan?	\$3,000 per person/ \$6,000 per family in-network. \$10,000 per person/ \$20,000 family for out-of-network services.	The out-of-pocket limit is the most you could pay in a year for covered services. If you have other family members in this plan, they have to meet their own out-of-pocket limits until the overall family out-of-pocket limit has been met.
What is not included in the out-of-pocket limit?	Premiums, balance-billing charges (unless balanced billing is prohibited), health care this plan doesn't cover, out-of-network deductible and coinsurance.	Even though you pay these expenses, they don't count toward the out-of-pocket limit.
Will you pay less if you use a network provider?	Yes. See www.Medica.com/FindCare or call 952-945-8000 or 1-800-952-3455 (TTY: 711) for a list of Medica Choice with UnitedHealthcare network providers.	This plan uses a provider network. You will pay less if you use a provider in the plan's network. You will pay the most if you use an out-of-network provider, and you might receive a bill from a provider for the difference between the provider's charge and what your plan pays (balance billing). Be aware, your network provider might use an out-of-network provider for some services (such as lab work). Check with your provider before you get services.
Do you need a referral to see a specialist?	No. You don't need a referral to see a specialist.	You can see the specialist you choose without a referral.

The Summary of Benefits and Coverage (SBC) document will help you choose a health plan. The SBC shows you how you and the plan would share the cost for covered health care services. NOTE: Information about the cost of this plan (called the premium) will be provided separately. This is only a summary. For more information about your coverage, or to get a copy of the complete terms of coverage, go to www.Medica.com or call 1-952-945-8000 (Minneapolis/St. Paul Metro area) or 1-800-952-3455. For general definitions of common terms, such as allowed amount, balance billing, coinsurance, copayment, deductible, provider, or other underlined terms, see the Glossary. You can view the Glossary at www.healthcare.gov/sbc-glossary or call 1-800-952-3455 to request a copy.

Important Questions	Answers	Why This Matters:
What is the overall deductible?	\$3,200 per person / \$6,400 per family in-network and \$10,000 per person / \$20,000 per family for out-of-network services.	Generally, you must pay all of the costs from providers up to the deductible amount before this plan begins to pay. If you have other family members on the plan, each family member must meet their own individual deductible until the total amount of deductible expenses paid by all family members meets the overall family deductible.
Are there services covered before you meet your deductible?	Yes. Preventive care, preventive prescriptions and prenatal care from in-network providers or well child and prenatal care from out-of-network providers.	This plan covers some items and services even if you haven't yet met the deductible amount. But a copayment or coinsurance may apply. For example, this plan covers certain preventive services without cost sharing and before you meet your deductible. See a list of covered preventive services at https://www.healthcare.gov/coverage/preventive-care-benefits/ .
Are there other deductibles for specific services?	No.	You don't have to meet deductibles for specific services.
What is the out-of-pocket limit for this plan?	\$3,200 per person / \$6,400 per family in-network. Not applicable out-of-network.	The out-of-pocket limit is the most you could pay in a year for covered services. If you have other family members in this plan, they have to meet their own out-of-pocket limits until the overall family out-of-pocket limit has been met.
What is not included in the out-of-pocket limit?	Premiums, balance-billing charges (unless balanced billing is prohibited), health care this plan doesn't cover, out-of-network deductible and coinsurance.	Even though you pay these expenses, they don't count toward the out-of-pocket limit.
Will you pay less if you use a network provider?	Yes. See www.Medica.com/FindCare or call 1-952-945-8000 or 1-800-952-3455 (TTY: 711) for a list of Medica Choice with UnitedHealthcare network providers.	This plan uses a provider network. You will pay less if you use a provider in the plan's network. You will pay the most if you use an out-of-network provider, and you might receive a bill from a provider for the difference between the provider's charge and what your plan pays (balance billing). Be aware, your network provider might use an out-of-network provider for some services (such as lab work). Check with your provider before you get services.
Do you need a referral to see a specialist?	No. You don't need a referral to see a specialist.	You can see the specialist you choose without a referral.

BENEFIT COMPARISONS				
			1/1/2024	
		MHC/RTS	MHC/RTS	Direct Fully Insured
PLAN		Current	Renewal	1
		Medica	Medica	Medica
		\$3000 - HSA	\$3200 - HSA	MIC PP MN 3200-0% HSA GOLD
BENEFITS				
Deductible		3000/6000	3200/6400	3200/6400
Coinsurance		100%	100%	100%
Max OOP		3000/6000	3200/6400	3200/6400
Out of Network Deductible		10000/20000	10000/20000	10000/20000
Out of Network Coinsurance		50%	50%	50%
Out of Network Out of Pocket Limit		10000/20000	10000/20000	\$No Limit/\$No Limit
Office Visit		0%/0%	0%/0%	0%/0%
Inpt Physician		0%	0%	0%
Lab		0%	0%	0%
X-ray		0%	0%	0%
Inpt		0%	0%	0%
Urgent Care		0%	0%	0%
ER		0%	0%	0%
ER Amb.		0%	0%	0%
Retail RX		0%/0%/0%	0%/0%/0%	0%/0%/0%
RX Out of Pocket Retail		Combined with Medical	Combined with Medical	Combined with Medical
Network		Passport	Passport	Passport

Please refer to insurance summaries as noted below in draft form.

Health Care Insurance Renewal - Approved by the City Council at the October 9, 2023 Regular Council Meeting: (Minnesota Health Care Consortium - same as last year - MEDICA)

		2023 Actual \$3,000/\$6,000	2024 Proposed \$3,200/\$6,400	Change	
Single	Monthly	996.61	1,059.40	62.79	6.30%
Family	Monthly	2,490.69	2,647.60	156.91	6.30%
Single	Employer 80%	797.29	847.52	50.23	6.30%
	Employee 20%	199.32	211.88	12.56	6.30%
	Monthly	996.61	1,059.40	62.79	6.30%
Family	Employer 80%	1,992.55	2,118.08	125.53	6.30%
	Employee 20%	498.14	529.52	31.38	6.30%
	Monthly	2,490.69	2,647.60	156.91	6.30%
Annualized:					
Single	Annual	11,959.32	12,712.80	753.48	6.30%
Family	Annual	29,888.28	31,771.20	1,882.92	6.30%
Single	Employer 80%	9,567.46	10,170.24	602.78	6.30%
	Employee 20%	2,391.86	2,542.56	150.70	6.30%
	Annual	11,959.32	12,712.80	753.48	6.30%
Family	Employer 80%	23,910.62	25,416.96	1,506.34	6.30%
	Employee 20%	5,977.66	6,354.24	376.58	6.30%
	Annual	29,888.28	31,771.20	1,882.92	6.30%

Alternative Plan - MEDICA Small Employer Market - Rates normalized to create a Single and Family rate as noted below - same plan features as renewal proposal. Rates and plan features confirmed on 10/27/2023.

		2023 Actual \$3,000/\$6,000	2024 Proposed \$3,200/\$6,400	Change	
Single	Monthly	996.61	840.75	(155.86)	-15.64%
Family	Monthly	2,490.69	2,065.72	(424.97)	-17.06%
Single	Employer 80%	797.29	672.60	(124.69)	-15.64%
	Employee 20%	199.32	168.15	(31.17)	-15.64%
	Monthly	996.61	840.75	(155.86)	-15.64%
Family	Employer 80%	1,992.55	1,652.58	(339.97)	-17.06%
	Employee 20%	498.14	413.14	(85.00)	-17.06%
	Monthly	2,490.69	2,065.72	(424.97)	-17.06%
Annualized:					
Single	Annual	11,959.32	10,089.00	(1,870.32)	-15.64%
Family	Annual	29,888.28	24,788.64	(5,099.64)	-17.06%
Single	Employer 80%	9,567.46	8,071.20	(1,496.26)	-15.64%
	Employee 20%	2,391.86	2,017.80	(374.06)	-15.64%
	Annual	11,959.32	10,089.00	(1,870.32)	-15.64%
Family	Employer 80%	23,910.62	19,830.91	(4,079.71)	-17.06%
	Employee 20%	5,977.66	4,957.73	(1,019.93)	-17.06%
	Annual	29,888.28	24,788.64	(5,099.64)	-17.06%

Crosslake Parks & Recreation

Crosslake Community Center 14126 Daggett Pine Rd Crosslake, MN 56442

H.
l.
a.

MEMO TO: City Council

FROM: TJ Graumann

DATE: 11/2/2023

SUBJECT: Community Center Staff Wages

I was tasked to look into part-time staff wages and come back with recommendations.

Our part-time staff has not received a raise since 2020. It is my recommendation that, starting January 1, 2024, part-time staff wages are increased by \$2.

Additionally, I would like to recognize and reward our Silver Sneakers instructor, Donna Keiffer. Donna has been teaching classes here at the community center for over 20 years. Her classes are well attended and very popular. It is my recommendation that, starting January 1, 2024, Donna's pay/class be increased by \$2, bringing her to \$29/class.



H.I.C.

Quote for Service

GreenStar Insulation and Waterproofing, Inc.
8812 Zachary Lane
Maple Grove, MN 55369

Customer: **Cross Lake Community Center**
14126 Daggett Pine Road
Cross Lake MN 56442
TJ 1-218-838-9180 / tgraumann@crosslake.net

Date of Quote: 11/7/23

Relationship Manager	Job Address	Payment Terms
Mike 763 479 9301	14126 Daggett Pine Road Cross Lake	Net Due 30 Days

DESCRIPTION OF SERVICES (Materials and Labor)

Bring Entire Attic up to R50 using Fiberglass

Total \$ 31,600.00

Options:

Terms and Conditions:

- This quote is valid for 30 days.
- Net Due 30 Days
- The options noted above are incremental services that are suggested for the quoted job. They are not included in the total price of the quote and will be added to the contract price.
- Customer agrees to pay all costs of collection, including attorney fees.
- Lien Notice and Late Payment Penalties: Supplier reserves the right to file and protect its lien claim against the property. Supplier shall also be entitled to recover all reasonable costs, charges, expenses and attorney fees expended or incurred therein. Amounts not paid according to terms will be charged a service charge of 1.5% per month or the maximum legal rate allowable, whichever is less, until paid in full.
- Fiberglass batts and blown insulation are designed and manufactured for thermal and sound purposes only and will not prevent water pipes from freezing due to air infiltration. While air infiltration protection packages that we may install reduce the incidents of some air infiltration into a structure, they do not completely eliminate all incidents of air infiltration that could cause freezing pipes. Pipe protection is not the responsibility of GreenStar Insulation and Waterproofing, Inc. and we shall have no liability for frozen pipes.
- GreenStar Insulation and Waterproofing, Inc. makes no claim, warranty or promise to protect against ice damage or ice buildup on roofs and we shall have no liability should either of these conditions occur.
- Mail payments to: GreenStar Insulation and Waterproofing, Inc., 8812 Zachary Lane, Maple Grove, MN 55369

Acceptance of Quote: The above prices and terms, specifications and conditions are satisfactory and are accepted. You are authorized to do the work as specified and I agree to pay for such work.

Signature: _____ Date: _____

Please email the signed quote to mike@Greenstariw.com

H. 2.a.

CITY OF CROSSLAKE
PUBLIC WORKS COMMISSION
MEETING ON MONDAY, NOVEMBER 6, 2023
4:00 P.M. – CITY HALL

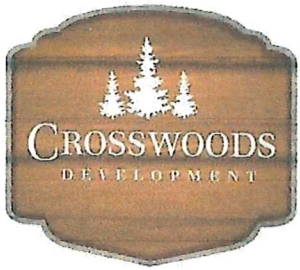
MOTIONS MADE FOR COUNCIL CONSIDERATION:

A MOTION WAS MADE BY GORDON WAGNER AND SECONDED BY BOB FREY TO RECOMMEND THAT THE CITY COUNCIL APPROVE THE APPLICATION FROM CROSSWOODS DEVELOPMENT TO ADD AN ENTRANCE TO THE PARKING LOT OFF OF SWANN DRIVE. 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 PROPOSED DRAINAGE AND EROSION CONTROL SOLUTIONS AT THE PUBLIC RIGHT-OF-WAY BETWEEN 11805 AND 11797 WHITEFISH AVE. MOTION CARRIED WITH ALL AYES.

A MOTION WAS MADE BY GORDON WAGNER AND SECONDED BY TIM BERG TO RECOMMEND THAT THE CITY COUNCIL PROCEED WITH THE AGGREGATE CHIPSEAL IMPROVEMENTS FOR YEAR 1 OF THE 5-YEAR ROAD IMPROVEMENT PLAN AT AN ESTIMATED COST OF \$400,000, TO BE INCLUDED WITH CROW WING COUNTY 2024 CHIPSEAL PROGRAM AND APPROVE BOLTON & MENK'S ESTIMATED COST FOR ENGINEERING FEES OF \$3,500. MOTION CARRIED WITH ALL AYES.

A MOTION WAS MADE BY TIM BERG AND SECONDED BY BOB FREY TO RECOMMEND THAT THE CITY COUNCIL PROCEED WITH THE MILL AND OVERLAY IMPROVEMENTS FOR YEAR 1 OF THE 5-YEAR ROAD IMPROVEMENT PLAN AT AN ESTIMATED COST OF \$750,000 AND THAT THE COUNCIL ASSESS THE COST TO THE BENEFITTING PROPERTY OWNERS. MOTION CARRIED WITH ALL AYES.



H.2.a.1.

October 6, 2023

Mr. Pat Wiehner
Public Works Director
Crosslake City Hall
Crosslake Mn. 56442

Re: Driveway entrance and curb cut construction
Crosslake Town Square

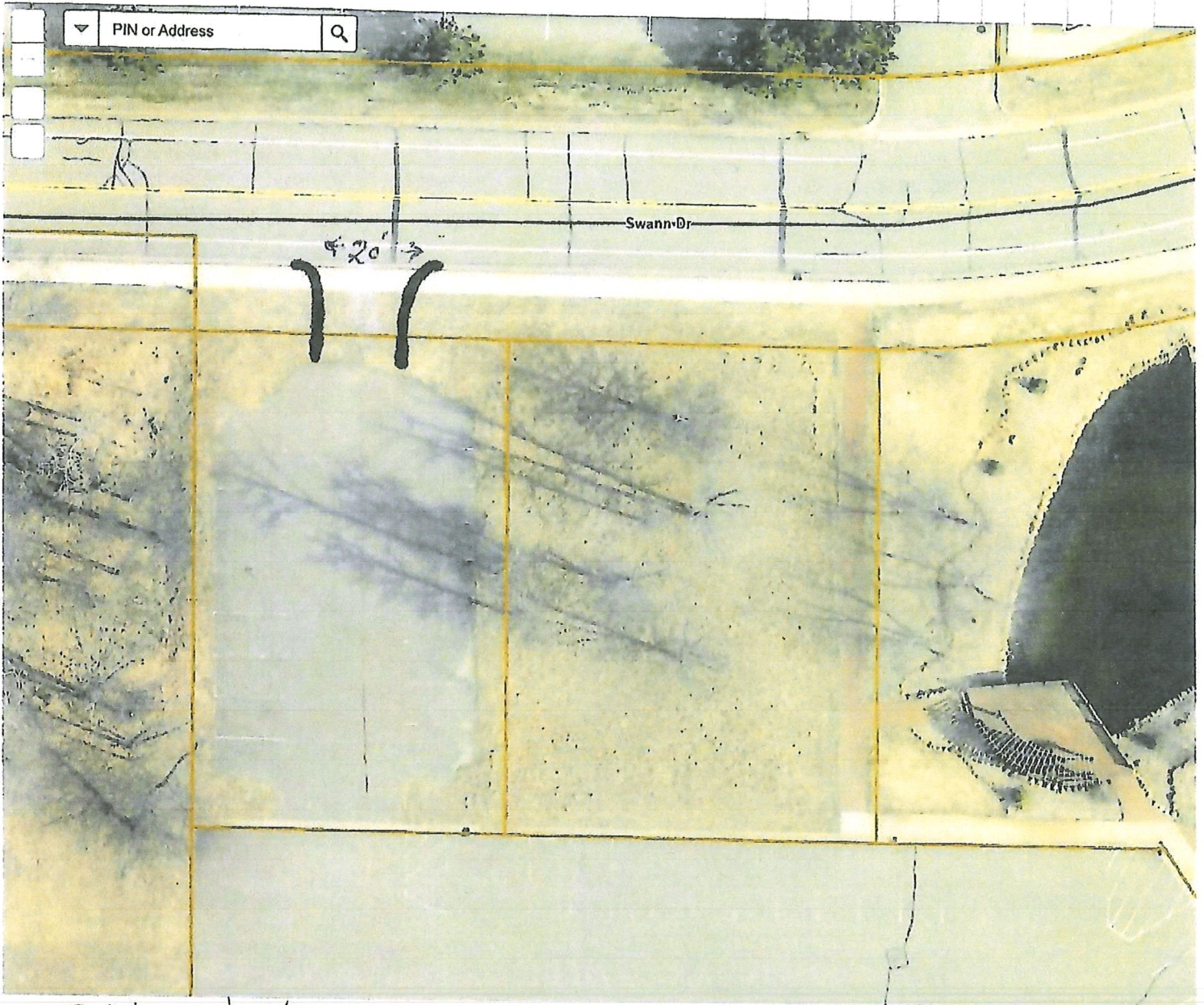
Pat,

Attached please find our drawing of the proposed entrance application for the parking lot already in place at Town Square.

This is needed so people will not have to drive all the way around the alley to get access to the parking area.

Sincerely,

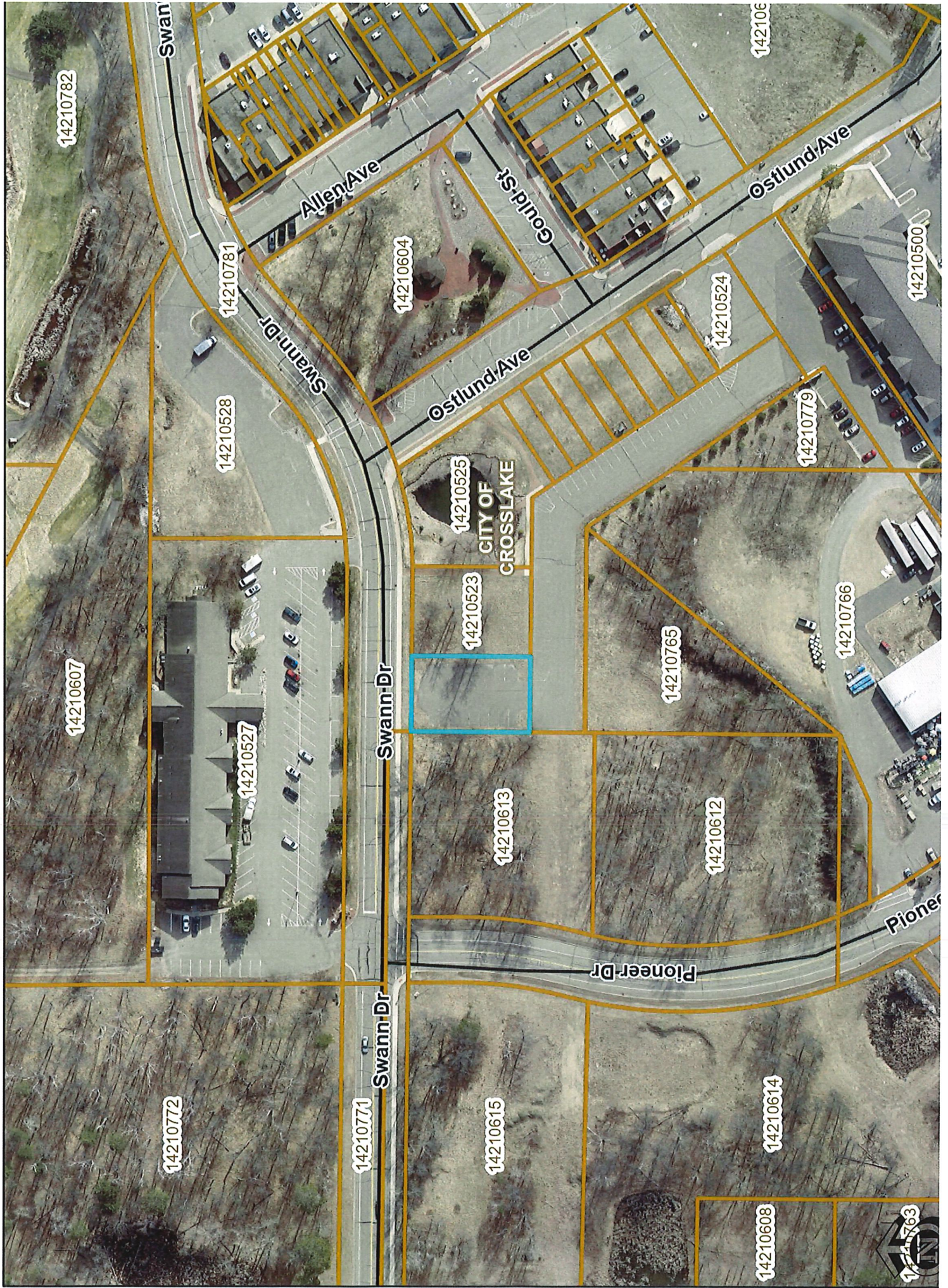
James Anderson, Crosswoods Development, LLC



Public Works;
We ARE Applying for a permit to install a
20' wide curb cut for a driveway access
to our commercial entrance to the in place
parking lot as shown.

Crosswoods Development

[Handwritten Signature]





BOLTON & MENK

Real People. Real Solutions.

MEMORANDUM

Date: November 3, 2023
To: Pat Wehner, Public Works Director
From: Phil Martin, PE
Subject: Projects Update for November 6, 2023 Public Works Meeting

CSAH 66 Improvements

No update.

2022 Street Improvements

The turf establishment is acceptable, and we will be preparing a final payment application to close out the project..

CSAH 3/66 Pedestrian & Intersection Improvements

We continue to wait on environmental process and are trying to estimate the project cost that includes a budget for aesthetic enhancement and beautification. We invited property owners between CSAH 3 and Swann Drive to a meeting to obtain input regarding access closure and parking needs. The project improvement scope is becoming more defined, and the County anticipates providing the City with a cost share agreement at the November 2023 Council Meeting.

Cemetery Platting

In progress.

Road Improvement Plan Development

The Road Improvement Plan hearing was conducted. We have prepared a proposal for the City to assist with Year 1 road improvements. The County requests sealcoat information be provided to them by the end of November and mill & overlay plans be provided to them by the end of December. If the City proceeds with mill & overlay improvements, we will need to know if the City intends to assess.

11722 Manhattan Point Boulevard – Stormwater runoff issue

Work was completed.

Platted R/W off Whitefish Ave – Stormwater runoff issue

Pat Wehner and I met with Brian Evenson to discuss a stormwater improvement on his property. We proposed creating a small hump along the platted access and extending that high point onto his property with an earthen berm. I contacted Brian via email seeking his permission to do the work and agreed (see attached). I believe Pat intends to have City staff do this work once he receives Council approval..

H. 2.a. 2.

Phil Martin

From: Brian Evenson <briankevenson@icloud.com>
Sent: Tuesday, October 31, 2023 9:35 AM
To: Phil Martin
Subject: Re: Drainage - platted access of Whitefish Ave

Yes, I approve this plan.

Sent from my iPhone

On Oct 25, 2023, at 11:27 AM, Phil Martin <Phillip.Martin@bolton-menk.com> wrote:

Hi Brian

Per our discussion onsite last week, I've attached an exhibit regarding what we discussed.

To recap, the City intends to create a high spot about 55' in from the edge of pavement on Whitefish Ave.

From that high spot, the City will create an earthen berm to intercept stormwater coming from the north and east.

The earthen berm will be seeded.

No digging would be done on your property.

We believe this will help you by limiting or delaying stormwater that comes off the City road along the existing access. It will not address stormwater that comes from the north and west or your property across neighboring lands. We understand from you that you believe much of the contribution comes from the north and northeast of your property.

This idea needs to be considered and approved by the City Council. They next meet on November 13, 2023. Would you agree to this work as proposed on your land and allow City staff to work on your property as approximately depicted in the attached? Please state in your email whether you approve or disapprove of what we are proposing.

Thanks

Phil Martin P.E.

Principal Engineer

Bolton & Menk, Inc.

7656 Design Road

Suite 200

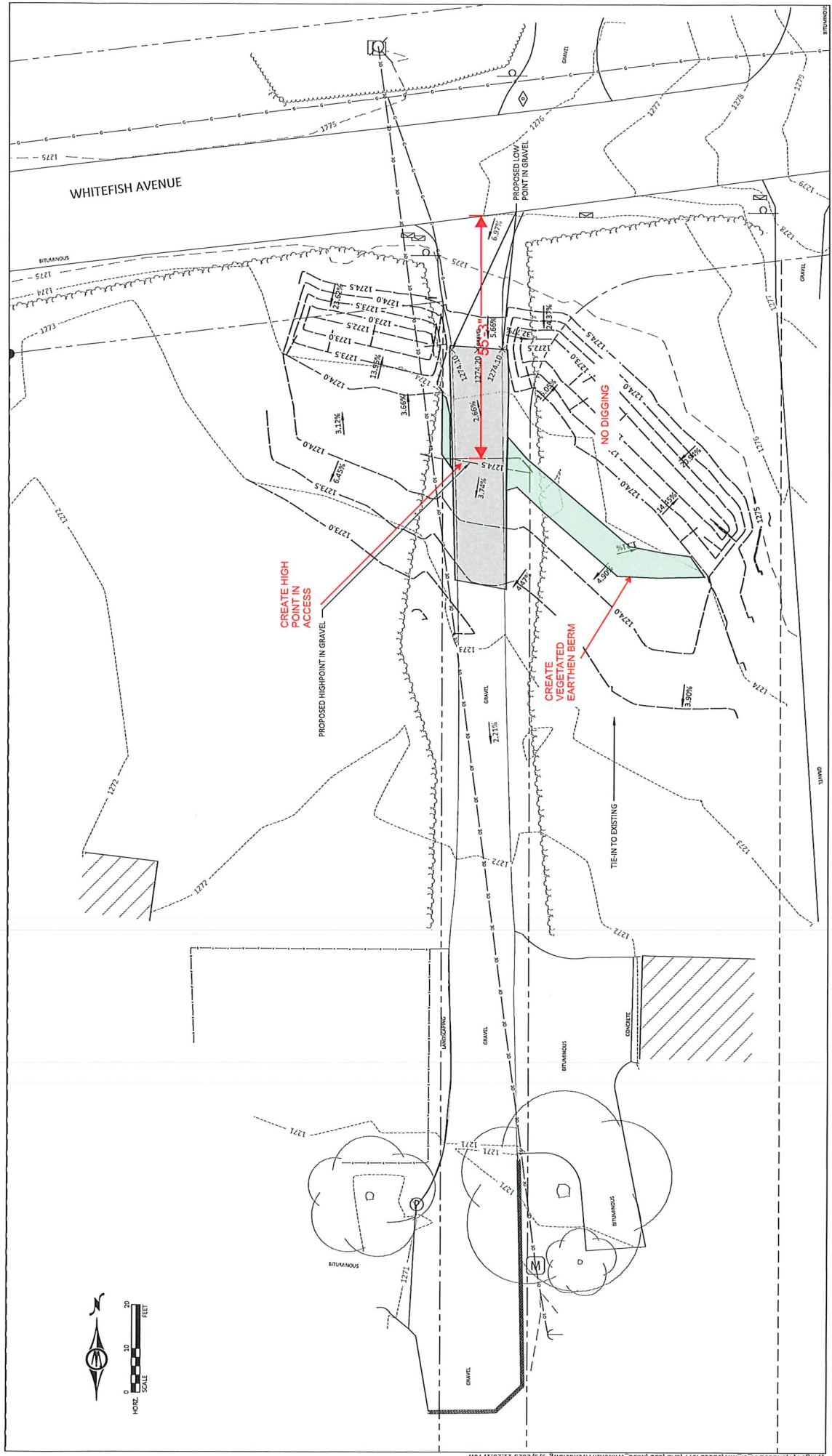
Baxter, MN 56425-8676

Phone: 218-825-0684 ext. 2864

Mobile: 218-821-7265

Bolton-Menk.com

<MISC_Whitefish Avenue Drainage updated Oct 2023.pdf>





Real People. Real Solutions.

7656 Design Road
Suite 200
Baxter, MN 56425-8676

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

H. 2. a. 3.

November 2, 2023

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

RE: Engineering Proposal – Road Improvement Plan Year 1

Dear Mike:

With the City Council approving the 5-yr Road Improvement Plan, we have prepared an engineering proposal to assist the City plan and execute those improvements planned for Year 1.

Aggregate Chipseal Improvements – The proposed aggregate chipseal improvements identified for Year 1 encompass about 11.5 miles of City roads at an estimated total cost of about \$400,000. This estimate of cost was based on the City's actual cost from aggregate chipseal work completed by Crow Wing County in 2023. We propose to assist the City partner with Crow Wing County to get this work completed in 2024. The past process has involved submitting the requested aggregate chipseal segment data and location to Crow Wing County by the end of November. The County prepares the bidding package, bids and awards the contract, and handles construction observation and administration. The City would need to complete any crack filling or minor pavement patching prior to the sealcoat work, which generally occurs in the months of July and August.

We propose to assist the City work with the County to prepare the bid package and work with City staff to consider crack fill or patch needs prior to the actual sealcoat work. We understand that the City will not assess for this type of improvement and that the County will handle all construction observation and administration. Our fee to assist the City with the sealcoat improvements for Year 1 is estimated to be \$3,500.

Mill & Overlay Improvements – The proposed mill & overlay improvements identified for Year 1 encompass about 2.6 miles of City roads at an estimated total cost of about \$750,000. This estimate of cost was based on 2023 construction prices. We propose to assist the City partner with Crow Wing County to get this work completed in 2024 as we believe the City will benefit from more competitive construction costs. We understand that the County prefers that the City prepare the plans and submit them to Crow Wing County to include them as part of their construction bid package by the end of December 2023. The County would provide bidding and contract administration services at a cost of 3% of the bid amount. The City would be

Name: Mike Lyonais
Date: November 2, 2023
Page: 2

required to provide construction observation services. The City would need to complete any crack filling or minor pavement patching prior to the mill & overlay work.

We propose to assist the City work with the County to prepare the bid package and work with City staff to consider crack fill or patch needs prior to the actual mill & overlay work. We understand that the County will bid and administer the contract and we will handle construction observation for the City. Our services do not include facilitating the 429 assessment process as we are uncertain if the City intends to pursue that approach. If the City intends to assess the mill & overlay improvements, we will prepare a supplemental proposal for our services and hire a firm to conduct the opinion of market benefit for the proposed improvement area. Our fee to assist the City with the mill & overlay improvements for Year 1 as outlined above is estimated to be \$50,625.

Please feel free to contact me at 218-821-7265 or via email at Phillip.Martin@bolton-menk.com if you have any questions regarding our proposal.

Respectfully submitted,
Bolton & Menk, Inc.

A handwritten signature in blue ink, appearing to read "Phillip M. Martin".

Phillip M. Martin, P.E.
Principal Engineer