

**AGENDA
REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, MAY 13, 2024
7:00 P.M. – CITY HALL**

A. CALL TO ORDER

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

B. PUBLIC FORUM – Action may or may not be taken on any issues raised. If Council requires more information or time for consideration, the issues will be placed on the agenda of the next regular council meeting. Speaker must state their name and address. At the discretion of the mayor, each speaker is given a three-minute time limit.

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

1. Police Report for Crosslake – April 2024
2. Police Report for Mission Township – April 2024
3. Fire Department Report – April 2024
4. Planning & Zoning Meeting Minutes of March 22, 2024
5. Parks & Recreation/Library Commission Minutes of March 27, 2024
6. Public Works Commission Meeting Minutes of March 4, 2024
7. Waste Partners Recycling Report for March 2024
8. Application for Group Transient Merchant Permit from Mission of the Cross Church
9. F.I.R.E. Invoices
10. Month End Revenues April 2024 – Draft
11. Month End Expenditures April 2024 - Draft
12. Bills for Approval

D. MAYOR’S AND COUNCIL MEMBERS’ REPORT

1. Michael O’Connell – Consideration of Approval of Safe Streets for All Resolution – *to be handed out at meeting* (**Council Action-Motion**)
2. Crosslakers – Discussion Signage and Landscaping of Center of Roundabout
3. Cross-Jurisdictional Maintenance Agreement Between Crow Wing County and the City of Crosslake (**Council Action-Motion**)
4. Crow Wing County Customer Fuel Sales Agreement Between Crow Wing County and City of Crosslake (**Council Action-Motion**)
5. Resolution Accepting Donations (**Council Action-Motion**)
6. Approval of Budget Adjustments (**Council Action-Motion**)
7. Memo dated May 9, 2024 from Mayor Nevin Re: Commission Appointment (**Council Action-Motion**)
8. Invitation from EDA to Regional Workshop on June 5, 2024 from 8:30 – 10:00

E. CITY ADMINISTRATOR’S REPORT

1. Letter dated April 16, 2024 from MN Management and Budget Re: Pay Equity Act (Council Information)

2. Set Date for Special Meeting for Audit Presentation from Clifton Larson Allen and to Accept 2023 Financial Statements – *Monday, June 10, 2024 at 6:30 P.M.* (Council Action-Motion)
3. Approval of Ordinance Amending Chapter 4 of the City Code Regarding Location Restrictions for License to Sell Alcoholic Beverages (Council Action-Motion)
4. Memo dated May 7, 2024 from City Clerk Re: Liquor License Ownership Change for Riverside Inn (Council Action-Motion)
5. Memo dated May 7, 2024 from City Clerk Re: Approval of Liquor License Application (Council Action-Motion)
6. Resolution to Adopt for Renewal Existing Liquor License Establishments for 2024-2025 (Council Action-Motion)

F. COMMISSION REPORTS

1. PUBLIC SAFETY
 - a. Memo dated May 13, 2024 from Chief Maier Re: Surplus Equipment (Council Action-Motion)
2. PLANNING AND ZONING
 - a. Approval of Preliminary Plat Sundown Holdings Inc, East Shore Road, Subdivision of Parcel #14290822, Involving 18.78 Acres Into 31 Tracts (Council Action-Motion)
 - b. Discussion of Land Use of Storage Buildings/Accessory Structures
3. PUBLIC WORKS/CEMETERY/SEWER
 - a. Motions Made by Public Works Commission for City Council to Consider
 1. InControl Proposal for Automation and Cyber Security Service Plan
 2. Review Proposed Assessment Roll
 3. Resolution for Hearing on Proposed Assessment for the 2024 Road Improvements Project
4. PARK & RECREATION/LIBRARY
 - a. TJ Graumann – Updates from Park and Rec
 1. Memo dated May 8, 2024 from TJ Graumann and Pat Wehner Re: Recommendation to Remove Employee from Probationary Status (Council Action-Motion)
 2. Crosslake Pickleball Court Reservation Policy
 3. Update on Pickleball Court Fundraiser

G. PUBLIC FORUM - Action may or may not be taken on any issues raised. If Council requires more information or time for consideration, the issues will be placed on the agenda of the next regular council meeting. Speaker must state their name and address. At the discretion of the mayor, each speaker is given a three-minute time limit.

H. CITY ATTORNEY REPORT

I. NEW BUSINESS

J. OLD BUSINESS

K. ADJOURN



C.I.

Crosslake Police Department
 Monthly Report: April 2024

911 Hangup	1	Scam/Con	2
Agency Assist	23	Suspicious Activity	1
Alarm	7	Suspicious Person	1
Attempt To Locate	1	Suspicious Vehicle	3
ATV	3	Tact Team Callout	1
Background	3	Theft	5
Burning Complaint	2	Traffic Arrest	2
Civil Problem	2	Traffic Citation	18
Damage To Property	1	Traffic Verbal Warning	76
Disturbance	1	Traffic Written Warning	1
Driving Complaint	2	Vulnerable Adult	2
Drug Information	1		
EMS	20		
Escort	1		
Fleeing	1		
Found Property	2		
Fraud	1		
Gas Leak	1		
Gun Permits	5		
Hazard In Road	3		
Information	3		
Motorist Assist	1		
Obscene Communication	1		
Parking Complaint	2		
Personal Injury Accident	1		
Predatory Offender	1		
Property Damage Accident	1		
Public Assist	5		
Ride Along	1	TOTAL	213



C.2.

Crosslake Police Department
Mission Township
Monthly Report: April 2024

Abandoned Vehicle	1
Agency Assist	1
Background	5
Found Property	1
Motorist Assist	2
Property Damage Accident	1
Suspicious Vehicle	1
Traffic Arrest	1
Traffic Citation	12
Traffic Warning	65
Warrant Other County	1

TOTAL: 93



Crosslake Fire Department

Date: April 2024

C.3.

Incidents

Description of Incident	Incidents	
	Calls	YTD
3 - Rescue & Emergency Medical Services		
311 - Medical Assist - Assist EMS Crew	18	99
300 - Rescue, EMS Incident		
322 - Motor Vehicle Accident with Injuries	1	1
324 - Motor Vehicle Accident with No Injuries		
351 - Remove from Elevator/Extrication from Vehicle		1
341/361/362 - Search for Person/Water Rescue/Ice Rescue		
Total:	19	101
1 - Fire		
111 - Building Fire		
111 - Building Fire (Mutual Aid)		1
112/118/113/114/123/151 - Fire Other / Chimney Fire		1
141/142/143 - Forest, Woods, Brush, Grass Fire		1
130/131/134/138/142 - Mobile Property/Automobile Fire/Off Road Vehicle		1
Total:	0	4
4 - Hazardous Condition (No Fire)		
411 - Gasoline or other Flammable Liquid Spill		
412 - Gas Leak (Natural Gas or LPG)	1	2
424 - Carbon Monoxide Incident		
444 - Power Line Down/Trees on Road		
445 - Arcing, Shorted Electrical Equipment		
Total:	1	2
5 - Service Call		
561 - Unauthorized Burning		1
531/521 - Smoke or Odor Removal / Water Problem		
542/550/553 - Public Service/ Public Assist / 571 - Standby	2	12
551 - Agency Assist	2	7
Total:	4	20
6 - Good Intent Call		
611 - Dispatched and Cancelled en route	2	7
600/631 - Good Intent Call/Authorized Burning		
651/652 - Smoke scare, Odor of smoke		1
661 - EMS Party Transport - Aircare - Traffic Control	1	4
Total:	3	12
7 - False Alarm & False Call		
735/740/743/740/745 - Smoke Detector Activation - No Fire		
746 - Carbon Monoxide Detector Activation - No CO		
731 - Sprinkler Activation due to Malfunction		
Total:	0	0
8 - Severe Weather & Natural Disaster		
814 - Lightning Strike (No Fire)		
813/815 - Wind Storm/Severe Weather Standby		
Total:	0	0
Total Incidents:	27	139

Crosslake Incident Type Report Property Loss

Incident Type	Total Incidents	Total Incidents % of Incidents	Total Property Loss	Total Content Loss	Total Loss
Incident Type Category: 1 - Fire					
111 - Building fire	1	0.7%			
123 - Fire in portable building, fixed location	1	0.7%	2,000	500	2,500
131 - Passenger vehicle fire	1	0.7%	55,000	5,000	60,000
142 - Brush or brush-and-grass mixture fire	1	0.7%			
Total:	4	Total: 2.9%	Total: 57,000	Total: 5,500	Total: 62,500
Incident Type Category: 3 - Rescue & Emergency Medical Service Incident					
311 - Medical assist, assist EMS crew	99	71.2%			
322 - Motor vehicle accident with injuries	1	0.7%			
352 - Extrication of victim(s) from vehicle	1	0.7%			
Total:	101	Total: 72.7%	Total: 0	Total: 0	Total: 0
Incident Type Category: 4 - Hazardous Condition (No Fire)					
412 - Gas leak (natural gas or LPG)	2	1.4%			
Total:	2	Total: 1.4%	Total: 0	Total: 0	Total: 0
Incident Type Category: 5 - Service Call					
551 - Assist police or other governmental agency	7	5.0%			
553 - Public service	12	8.6%			
561 - Unauthorized burning	1	0.7%			
Total:	20	Total: 14.4%	Total: 0	Total: 0	Total: 0
Incident Type Category: 6 - Good Intent Call					
611 - Dispatched and cancelled en route	7	5.0%			
651 - Smoke scare, odor of smoke	1	0.7%			
661 - EMS call, party transported by non-fire agency	4	2.9%			
Total:	12	Total: 8.6%	Total: 0	Total: 0	Total: 0
Total:	139	Total: 100.0%	Total: 57,000	Total: 5,500	Total: 62,500

Report Filters

Basic Incident Date Time: is between '01/01/2024' and '04/30/2024'
 Agency Name: is equal to 'CROSSLAKE'

Report Criteria

Incident Type (Fd1.21): Is Not Blank

Crosslake Incident Type Report Property Loss

Incident Type	Total Incidents	Total Incidents % of Incidents	Total Property Loss	Total Content Loss	Total Loss
Incident Type Category: 3 - Rescue & Emergency Medical Service Incident					
311 - Medical assist, assist EMS crew	18	66.7%			
322 - Motor vehicle accident with injuries	1	3.7%			
Total:	19	70.4%	Total: 0	Total: 0	Total: 0
Incident Type Category: 4 - Hazardous Condition (No Fire)					
412 - Gas leak (natural gas or LPG)	1	3.7%			
Total:	1	3.7%	Total: 0	Total: 0	Total: 0
Incident Type Category: 5 - Service Call					
551 - Assist police or other governmental agency	2	7.4%			
553 - Public service	2	7.4%			
Total:	4	14.8%	Total: 0	Total: 0	Total: 0
Incident Type Category: 6 - Good Intent Call					
611 - Dispatched and cancelled en route	2	7.4%			
661 - EMS call, party transported by non-fire agency	1	3.7%			
Total:	3	11.1%	Total: 0	Total: 0	Total: 0
Total:	27	100.0%	Total: 0	Total: 0	Total: 0

Report Filters

Basic Incident Date Time: is between '04/01/2024' and '04/30/2024'
 Agency Name: is equal to 'CROSSLAKE'

Report Criteria

Incident Type (Fd1.21): Is Not Blank



C.
4.

STATED MINUTES

City of Crosslake Planning Commission/Board of Adjustment

March 22, 2024
9:00 A.M.

Crosslake City Hall
13888 Daggett Bay Road
Crosslake, MN 56442

1. Present: Chair Bill Schiltz; Vice-Chair Jerome Volz; David Fuhs; Joseph O’Leary; Alternate Joel Knippel and Liaison Council Member Aaron Herzog

Absent: Kristin Graham

Staff: Paul Satterlund, Planning & Zoning Administrator and Cheryl Stuckmayer, Planner-Zoning Coordinator

2. 2-23-2024 Minutes – **Motion by Volz; supported by Fuhs 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 Trail Properties, Inc – After-the-fact Variance for driveway within the lake setback
5. Other Business

March 22, 2024 Planning Commission/Board Of Adjustment Meeting

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

**Trail Properties, Inc
14100729**

Schiltz announced the after-the-fact (atf) variance request. Satterlund read the atf variance request, notices sent out per city ordinance and Minnesota State Statute 462 requirements, project details, impervious percentage, stormwater management plan (SWMP) submitted, one comment received, and no history on the vacant parcel, into the record. Discussion held on water runoff towards the wetland/lake; existing access's ability to accommodate large vehicles (construction, emergency); SIZ 1 versus SIZ2 uses; berm location between lake and driveway; driveway slants towards lake – erosion into lake concerns; stormwater management plan; placement of road; at on-site meeting mentioned possible relocation of a part of the driveway; trees were left-but they could be cut down for this or other reasons in the future; look into purchasing additional property to extend the existing easement; look into options; at the on-site meeting a retaining wall was talked about and the possible difficulties with install; and any change of the driveway within the setback would require another variance. Schiltz invited McCormick / Beltz, the applicant/owner's representatives to the podium. Beltz, attorney: the use of practical difficulty; property easement does not allow the driveway to be constructed outside of the setback; erosion seems to be the concern; unfortunate how it played out – the packet provides context and the engineered stormwater plan. McCormick, of Land Design Solutions: the submitted SWMP was done by a licensed engineer; berms are partially in the SIZ1 according to the specs on the submission; city comprehensive plan – prefers not to have disturbance of existing trees and vegetation; details of the existing SWMP; options to change/amend the SWMP; possibility of a retaining wall and it's affects; tree roots are important to stabilize the ground; 2 building sites that meet the required size; lot done in the 1970's; and moving driveway could be done. Schiltz opened the public hearing. Friederich: live 20 feet from property; called with concern when commercial vehicles started doing work; concerned McCormick should have contacted the city to discuss the driveway project to follow the rules since he has a history and knowledge of the process; living next door anything that runs in the lake will affect us; we pay a lot just to keep the bay open; main thing is they should have sat down with the city and done it the way it should be; lake quality has depreciated so much already; they should go back to the drawing board and protect the water. McCormick: his company staked the easement but was not aware it was to continue to a building site. Beltz: clarified the documentation; no ill will; did not try to take advantage of the property/neighbor/city; detailed the activities and timeline of the project; Camp Foley appreciates this project being brought to the city; we are good stewarts of the environment; and McCormick was not involved in anyway with putting the driveway in. Savageau, possible purchaser: after the on-site meeting he had a discussion; he does business here; drew up some different alternate plans; possible conditions could be placed; and added detail on possible changes that could be done. Volz of Moen Beach: should not dismiss the DNR comment(s); wetland/lake concerns; and erosion should be addressed. Beltz: wetland in conjunction to the project area; proposed conditions; and went through the difficulty questions. Commission stated they were deprived of the original opportunity to look at the project before construction; acknowledged there is difficulty; would this be approved if the ask was before it was completed; and is this the best route to use. Friederich: 25 truck loads were dumped. Nevin of South Landing: silt fence should be put in place.

O'Leary motioned to table Trail Properties, Inc, supported by Volz.

All members voting "2:3", O'Leary & Volz in favor with Schiltz, Knippel & Fuhs opposed: Motion denied.

March 22, 2024 Planning Commission/Board Of Adjustment Meeting

O’Leary motioned to have Trail Properties, Inc install a silt fence for erosion control by April 15, 2024, supported by Volz.

All members voting “Aye”, Motion carried.

March 22, 2024 Action:

Motion by Volz; supported by Fuhs to deny the after-the-fact variance for:

- Lake setback of 37.7 feet where 75 feet is required for a driveway

To allow:

- 3,407 square feet of driveway

Per the findings of fact as discussed, the on-site conducted on 3-21-2024 and as shown on the certificate of survey received at the Planning & Zoning office dated 2-10-2024 for property located off of Moen Beach Trail, City of Crosslake

Findings: See attached/packet

All members voting “Aye”, Motion carried.

Fuhs motioned to have Trail Properties, Inc resubmit by May 13, 2024 for the June 28, 2024 meeting, supported by O’Leary.

All members voting “Aye”, Motion carried.

Other Business:

Staff report

Monthly city council report

Development Review Team (DRT) had 2 March monthly meetings

Permits – Crosslake Rental area to install a new business – Flow Docks

Next Month:

April 8 – Public Hearing Application deadline

April 8 – City Council Meeting

April 9 – Development Review Team (DRT)

April 25 – On-site visit

April 26 – PC/BOA Meeting

Open Forum:

1. Nevin, Crosslake Mayor: Charging for public hearings of \$750.00 is the right thing to do; receiving round about calls

Matters not on the Agenda:

1. There were no matters not on the agenda

Motion by Knippel; supported by O’Leary to adjourn at 11:25 A.M.

All members voting “Aye”, Motion carried.

Respectfully submitted,

Cheryl Stuckmayer

Cheryl Stuckmayer
Planner-Zoning Coordinator

Crosslake Parks & Recreation/Library Commission Minutes
Wednesday, March 27, 2023
Crosslake Community Center 2:00 P.M.

Present: Chair Peter Graves, Ann Schrupp (via Zoom), Kristin Graham, Mary Jo Fritsvold, and Parks and Recreation Director TJ Graumann

Not in attendance: Heather Jones, Kera Porter, Council Liaison Jackson Purfeerst

I. The meeting was called to order at 2:00 pm.

II. Approval of Agenda

Motion to approve the agenda

Kristin/Mary Jo Roll Call Vote: All Opposed: None

III. Approval of February Minutes

Motion approve February minutes as stated with the correction of Mary Jo’s name.

Ann/Kristin Roll Call Vote: All Opposed: None

IV. Old Business

A. Park Master Plan Update, Bolton & Menk

It was the consensus of the group that they are frustrated with Bolton & Menk and their response time regarding the updated plan. The updated plan was sent Monday evening which only gave members two days to look it over. Kristin questioned why we are rating a skating rink over a splash pad. TJ said it is still in the ‘potential addition’ category. We will monitor the use of nearby communities that have splash pads to see if that takes the pressure off of us. TJ is still concerned about the cost level estimates and would like to possibly reach out to local contractors to get a cost comparison. Before that, he would like to meet with members on city council. It was agreed upon that the best way to share this plan to the public is to host an open house. This way, the community can voice their opinion and we may end up hearing some really good ideas. TJ will meet with each council member and return to the commission with updates.

B. Outdoor Pickleball Tournament Requests from 501C3’s

TJ provided the board with a draft pickleball court rental policy. Discussion ensued regarding what should be discussed in the policy. TJ will work on firming up specifics and bring it back to the board at a future meeting.

C. Entrance Sign Discussion

Peter mentioned that it may be a good idea to pause design work on our community center entrance sign. The city is planning on installing a welcome sign at 3 & 66, adjacent to the forthcoming roundabout. In an effort to be cohesive with the community, the group agreed that it is a good idea to wait and see what is installed at 3 & 66.

D. Memorial Donation Policy (action/motion)

TJ presented a draft Memorial Donation Policy to the board.

Motion to send the draft memorial donation policy to the city attorney for their review and then bring it to city council for approval.

Mary Jo/Kristin

Roll Call Vote: All

Opposed: None

V. New Business

A. Library Logo Redesign

Mirroring the efforts in creating a parks and recreation logo, the goal is to establish better brand recognition for the library. The logo will be utilized on flyers, social media posts, etc. TJ presented a draft redesign of the library's logo, discussion ensued. It was the consensus of the board to wait for input from the new Library Coordinator.

VI. Other Business

A. Staff Report

i. Sourcewell Grant Opportunity

TJ informed the board that this grant is only eligible for applicants who are looking to repair or remodel existing city facilities (e.g., city hall, police department, fire hall, community center). Ann asked if we could utilize a local sales tax to fund some of the amenities we are proposing in the park master plan. TJ said that there is a moratorium on new local sales tax proposals through the 2025 legislative session.

ii. Library Update

The new Library Coordinator, Karen Field, will be starting mid-April. TJ thanked the library volunteers for ramping up their efforts and making it a seamless transition. TJ said it has been a great learning experience for him to get to know more about the day-to-day operations.

B. Comments from Commission

Mary Jo mentioned that, while we are talking about some of these topics, it would be nice to go around the room and offer each member time to comment.

C. Pequot Lakes Community Education Update

Joell listed a handful of things they are working on in community education and in the district.

- Creating a summer brochure
- Footloose production
- Changes to their drivers ed program
- Finalizing a district strategic plan
- Brainstorming new ways to distribute newsletters

VII. Open Forum – none

VIII. Adjourn

Motion to adjourn. 3:24

Mary Jo, Ann

Roll Call Vote: All

Opposed: None

C.6.

Public Works Commission

City of Crosslake

Monday March 4, 2024

Chairman Swenson called the meeting to order, Members present: Swenson, Frey, Berg, Wagner, Also present Pat Wehner, Mayor Nevin, City Engineer Martin , Interim City Admin. Bohnsack.

City Engineer Martin reported on the condition of the Melinda Shores Bridge Wingwalls.

Motion Berg, Support Swenson, Recommend that the City Council engage Bolton & Menk to design wingwall repairs for Melinda Shores Bridge.

Motion Carried all voted Aye.

Engineer Martin reviewed memo updating Commission on pending projects. Discussion of special assessment options for mill & overlay, and reconstruction street projects was held.

City Engineer Martin to craft draft assessment roll.

City Engineer Martin reviewed proposal for engineering services for Harbor Lane Improvement.

Motion Swenson, Support Frey: Recommend City engage Bolton & Menke to provide Field Services & Preliminary Engineering for proposed Harbor Lane Improvement.

Motion Carried all voted Aye.

There being no further business the meeting was adjourned.

Respectfully

Jerry Bohnsack

Interim Administrator

SCORE REPORT FORM

C.7.

Mo./Yr. March 2024 CROSSLAKE REPORT

Organization: Waste Partners, Inc.
 PO Box 677 Pine River, MN 56474
 Contact Person: Drey Loge Ph: (218) 824-8727 Fax: (218) 587-5122

Materials delivered to: Cass County - Pine River Transfer Station
 Cardboard & Mixed Paper - LDI or Rock-Tenn
 Metal - Crow Wing Recycling or Pine River Iron & Metal

RESIDENTIAL COMMERCIAL

Total Paper : (includes)	5,578	
Corrugated Cardboard	5,578	
Newspaper	-	
Mixed Paper (News, Mags, Mixed Mail, CDBD)	-	

Metal: Appliances, misc...

Commingled Materials: (includes) 29,384

%		lbs
5%	Metals- Aluminum Cans	1469
21%	Tin Cans	6171
61%	Glass-	17924
	Clear bottles	
	Green bottles	
	brown bottles	
10%	Plastic - #1 & #2 bottles	2938
3%	Rejects	882
100%		29384

Total LBS.	34,963	0
Total Tons	17.48	0

OUT OF COUNTY Waste Disposal

Final Destination: N/A

Disposal Site Permit # :

Tons Delivered: **NONE**

Total Number of Recycling Customers Served this Month
1353

	Recycling Customers	%	Paper	Commingle
Brainerd	3340	45%	-	72,538
Baxter	1561	21%	-	33,902
Breezy Point	493	7%	-	10,707
Pequot Lakes	358	5%	-	7,775
Crosslake	1353	18%	-	29,384
Ironton	264	4%	-	5,734
Nisswa	117	2%	-	2,541
	7486	100%		162,580



C. 8.

License Fee \$ _____

**APPLICATION FOR
GROUP TRANSIENT MERCHANT PERMIT**

1. Name of applicant: Mission of the Cross Lutheran Church
(first) (middle) (last) (maiden)
2. Other names under which the applicant conducts business or to which applicant officially answers: Submitted by Al Schewe
3. A physical description of the applicant (hair color, eye color, height, weight, distinguishing marks and features): _____
4. Full address of applicant's permanent address: 13716 County RD
103, Crosslake, MN 56442
5. Type of business for which the applicant is applying: 3 Flea markets
6. The dates during which the applicant intends to conduct business in the City (maximum 14 consecutive days): May 25, 2024; July 6, 2024
8/31/2024

7. Any and all addresses and telephone numbers where the applicant can be reached while conducting business within the City: Al Scheur c 011

612-599-1827; MOTC 218-692-4228

8. Name and phone number of contact person or persons other than applicant: _____

see ABOVE

9. Location where transient merchant intends to set up business (attach written permission of the property owner or the property owner's agent for any property to be used by a transient merchant): Address in item 4

10. A general description of the items to be sold or services to be provided: _____

Flea Market & Craft Sale.

NOTE: FOOD VENDORS MUST SUPPLY A COPY OF FOOD LICENSE FROM THE MINNESOTA DEPARTMENT OF HEALTH (320) 223-7300.

I, the above applicant, state that I have not been convicted of any felony, gross misdemeanor, or misdemeanor for violation of any state or federal statute or any local ordinance other than traffic offenses within the last five years. I also state that the information provided in this application is true.

Albert F. Scheur
Signature of Applicant

4/10/2024
Date

FOR OFFICE USE

Date of application: _____

Date license was issued: _____

Notes regarding application and license procedures: _____

F.I.R.E.

12137 Northgate Lane
PO Box 810
Crosslake, MN 56442

1/22/2025-2025
[Signature]

INVOICE

C.g.

DATE	INVOICE #
4/24/2024	6843

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

2024 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</i> Federal ID# 46-1192854 MN ID# 2759083 612-868-6744 fire@crosslake.net
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Net 15

DATE	DESCRIPTION	RATE	AMOUNT
4/24/24	Live Burn / Vent Simulator Wednesday April 24, 2024 1900 Instructor: Scott Slimmer	1,800.00	1,800.00

Thank You For Your Business.	TOTAL	\$1,800.00
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STATE OF MINNESOTA)

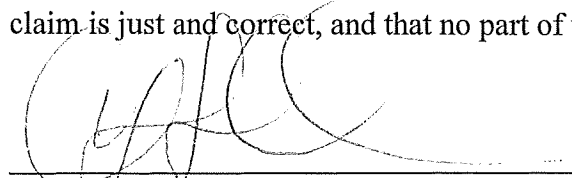
COUNTY OF CROW WING)

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

- 1) I am the Fire Chief of the City of Crosslake, Minnesota.
- 2) On 4/24/24, 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 \$1,800⁰⁰ 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.

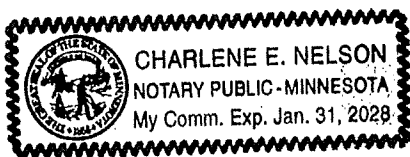


Chip Lohmiller, Fire Chief

Subscribed and sworn to before me this 24 day of April, 2024.



Notary



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

42280-2000
AJ

INVOICE

DATE	INVOICE #
5/8/2024	6863

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

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

2024 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
5/8/24	EMS Module Athletic Inujries Wednesday May 8, 2024 1900 Instructor: Stev Marti/Andrew Leblanc	750.00	750.00
Thank You For Your Business.		TOTAL	\$750.00

STATE OF MINNESOTA)

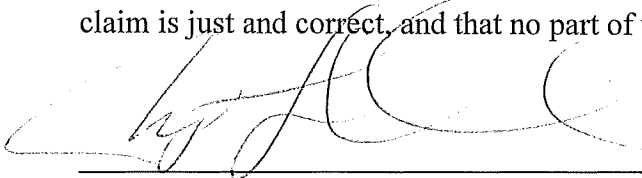
COUNTY OF CROW WING)

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

- 1) I am the Fire Chief of the City of Crosslake, Minnesota.
- 2) On 5/8/24, 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 \$ 750⁰⁰ 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.

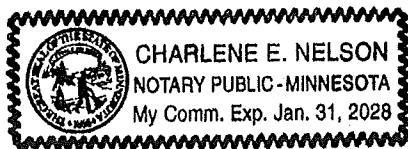


Chip Lohmiller, Fire Chief

Subscribed and sworn to before me this 8 day of May, 2024.



Notary



City of Crosslake
Month-End Revenue
 Current Period: APRIL 2024

SRC	SRC Descr	2024 Budget	APRIL 2024 Amt	2024 YTD Amt	2024 YTD Balance	2024 % of Budget
101 GENERAL FUND						
31000	General Property Taxes	\$3,918,588.00	\$0.00	\$60,287.82	\$3,858,300.18	1.54%
31055	Tax Incr 1-8 Crosswoods Dev	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31101	County Payment Joint Facility	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31300	Emergency Services Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31305	2003 Joint Facility Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31310	2012 Series A Levy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31800	Other Taxes	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
31900	Penalties and Interest DelTax	\$800.00	\$0.00	\$579.81	\$220.19	72.48%
32110	Alcoholic Beverages	\$18,000.00	\$0.00	\$1,425.00	\$16,575.00	7.92%
32111	Club Liquor License	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
32112	Beer and Wine License	\$1,000.00	\$30.00	\$30.00	\$970.00	3.00%
32180	Other Licenses/Permits	\$400.00	\$50.00	\$50.00	\$350.00	12.50%
33400	State Grants and Aids	\$0.00	\$16,062.49	\$31,073.93	-\$31,073.93	0.00%
33401	Local Government Aid	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33402	Homestead Credit	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
33403	Mobile Home Homestead Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33406	Taconite Homestead Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33416	Police Training Reimbursement	\$6,200.00	\$0.00	\$0.00	\$6,200.00	0.00%
33417	Police State Aid	\$54,000.00	\$0.00	\$0.00	\$54,000.00	0.00%
33418	Fire State Aid	\$49,000.00	\$0.00	\$0.00	\$49,000.00	0.00%
33419	Fire Training Reimbursement	\$12,000.00	\$11,014.30	\$15,414.30	-\$3,414.30	128.45%
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	\$7,396.22	-\$7,396.22	0.00%
33650	Recycling Grant	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34000	Charges for Services	\$500.00	\$10.00	\$38.00	\$462.00	7.60%
34010	Sale of Maps and Publications	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
34050	Candidate Filing Fees	\$20.00	\$0.00	\$0.00	\$20.00	0.00%
34103	Zoning Permits	\$60,000.00	\$11,800.00	\$18,125.00	\$41,875.00	31.21%
34104	Plat Check Fee/Subdivision Fee	\$10,000.00	\$2,300.00	\$9,750.00	\$250.00	101.50%
34105	Variances and CUPS/IUPS	\$15,000.00	\$1,500.00	\$8,500.00	\$6,500.00	56.67%
34106	Sign Permits	\$500.00	\$100.00	\$100.00	\$400.00	35.00%
34107	Assessment Search Fees	\$2,000.00	\$150.00	\$510.00	\$1,490.00	30.75%
34108	Zoning Misc/Penalties	\$1,500.00	\$225.00	\$525.00	\$975.00	40.00%
34109	Zoning Reimb Eng/Legal/Survey	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34110	TIF/JOBZ Pre Application Fee	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34111	Driveway Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34112	Septic Permits	\$15,000.00	\$1,855.00	\$2,965.00	\$12,035.00	23.67%
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	\$5,200.00	\$448.41	\$15,685.62	-\$10,485.62	322.33%
34202	Fire Protection and Calls	\$45,000.00	\$37,911.09	\$59,386.11	-\$14,386.11	131.97%
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	\$68,000.00	\$0.00	\$16,674.69	\$51,325.31	24.52%
34211	Police Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34213	Police Receipts	\$5,000.00	\$0.00	\$884.72	\$4,115.28	17.69%
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	\$1,200.00	\$750.00	\$750.00	\$450.00	75.00%
34700	Park & Rec Donation	\$300.00	\$20.00	\$120.00	\$180.00	40.00%

City of Crosslake

Month-End Revenue

Current Period: APRIL 2024

SRC	SRC Descr	2024 Budget	APRIL 2024 Amt	2024 YTD Amt	2024 YTD Balance	2024 % of Budget
34701	Halloween Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34711	Taxable Merchandise/Rentals	\$300.00	\$20.00	\$38.00	\$262.00	14.33%
34740	Park Concessions	\$500.00	\$0.00	\$4.00	\$496.00	0.80%
34741	Gen Gov t Concessions	\$100.00	\$0.00	\$7.04	\$92.96	7.04%
34742	Park Concessions - Food	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34743	Public Works Concessions	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34744	Fire Department Concessions	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34750	CCC/Park User Fee	\$4,000.00	\$0.00	\$666.50	\$3,333.50	17.71%
34751	Shelter/Beer/Wine Fees	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
34760	Library Cards	\$500.00	\$0.00	\$212.00	\$288.00	55.40%
34761	Library Donations	\$500.00	\$0.00	\$7.00	\$493.00	1.40%
34762	Library Copies	\$300.00	\$0.00	\$49.00	\$251.00	16.33%
34763	Library Events	\$5,000.00	\$0.00	\$10.00	\$4,990.00	0.26%
34764	Library Miscellaneous	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
34765	Summer Reading Program	\$0.00	\$0.00	\$0.00	\$0.00	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	\$0.00	\$841.00	\$2,159.00	28.03%
34770	Silver Sneakers	\$16,000.00	\$1,749.00	\$7,663.50	\$8,336.50	48.78%
34790	Park Dedication Fees	\$15,000.00	\$0.00	\$0.00	\$15,000.00	0.00%
34800	Tennis Fees	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
34801	Recreational-Program	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
34802	Softball/Baseball Fees	\$1,000.00	\$445.00	\$445.00	\$555.00	57.00%
34803	Recreation-Misc. Receipts	\$1,000.00	\$450.00	\$1,463.00	-\$463.00	152.30%
34805	Aerobics Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34806	Weight Room Fees	\$30,000.00	\$2,824.00	\$12,940.75	\$17,059.25	43.98%
34807	Volleyball Fees	\$750.00	\$96.00	\$688.00	\$62.00	91.73%
34808	Silver and Fit	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
34809	Soccer Fees	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
34810	Pickle Ball	\$15,000.00	\$1,759.00	\$11,963.00	\$3,037.00	81.85%
34910	Transit Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34940	Cemetery Lots	\$5,000.00	\$500.00	\$3,500.00	\$1,500.00	70.00%
34941	Cemetery Openings	\$3,500.00	\$400.00	\$1,500.00	\$2,000.00	55.71%
34942	Cemetery Other	\$450.00	\$50.00	\$100.00	\$350.00	66.67%
34950	Public Works Revenue	\$3,000.00	\$500.00	\$21,120.00	-\$18,120.00	704.00%
34952	County Joint Facility Payments	\$35,000.00	\$6,355.26	\$14,186.28	\$20,813.72	40.53%
34953	Recycling Revenues	\$500.00	\$0.00	\$422.25	\$77.75	84.45%
35100	Court Fines	\$10,000.00	\$1,299.54	\$5,163.68	\$4,836.32	51.64%
35103	Library Fines	\$600.00	\$0.00	\$31.00	\$569.00	8.83%
35105	Restitution Receipts	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
36200	Miscellaneous Revenues	\$6,000.00	\$959.60	\$7,202.29	-\$1,202.29	120.04%
36201	Misc Reimbursements	\$0.00	\$177.39	\$2,434.41	-\$2,434.41	0.00%
36202	LIBRARY GRANTS	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
36210	Interest Earnings	\$225,000.00	\$14,466.46	\$77,121.16	\$147,878.84	34.28%
36230	Contributions and Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36254	Sp Assess Prin-Bridges	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36255	Sp Assess Int-Bridges	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36256	Sp Assess P - Other	\$3,820.00	\$0.00	\$0.00	\$3,820.00	0.00%
36257	Sp Assess I - Other	\$1,617.00	\$0.00	\$0.00	\$1,617.00	0.00%
38050	Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
38051	Telephone True-Up	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
38052	Telephone Miscellaneous Rev	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

City of Crosslake
Month-End Revenue
 Current Period: APRIL 2024

SRC	SRC Descr	2024 Budget	APRIL 2024 Amt	2024 YTD Amt	2024 YTD Balance	2024 % of Budget
39101	Sales of General Fixed Assets	\$0.00	\$0.00	\$138,000.00	-\$138,000.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39204	Transfer Frm Needs Assess Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39230	Proceeds - 2006 Series B Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39300	Proceeds-Gen Long-term Debt	\$900,000.00	\$0.00	\$0.00	\$900,000.00	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%
101 GENERAL FUND		\$5,591,745.00	\$116,277.54	\$558,050.08	\$5,033,694.92	10.07%
301 DEBT SERVICE FUND						
31308	2006 Series B Levy	\$0.00	\$0.00	\$0.50	-\$0.50	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	\$5.21	-\$5.21	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	\$99,100.00	\$0.00	\$1,756.79	\$97,343.21	1.77%
31317	2019A City Hall/Police	\$309,100.00	\$0.00	\$5,309.93	\$303,790.07	1.72%
31318	2021 GO Equip Cert Series 2021	\$144,375.00	\$0.00	\$2,430.38	\$141,944.62	1.68%
31319	2022A Fire Truck	\$125,875.00	\$0.00	\$2,144.93	\$123,730.07	1.70%
31320	2022A Road Projects	\$40,784.00	\$0.00	\$699.15	\$40,084.85	1.71%
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	\$10,803.00	\$0.00	\$0.00	\$10,803.00	0.00%
36122	Sp Assess Int 2022 Roads	\$10,585.00	\$0.00	\$316.62	\$10,268.38	2.99%
36123	Sp Assess Prin Daggett Bay Rd	\$1,414.00	\$0.00	\$0.00	\$1,414.00	0.00%
36124	Sp Assess Int Daggett Bay Rd	\$375.00	\$0.00	-\$316.62	\$691.62	-84.43%
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%
301 DEBT SERVICE FUND		\$742,411.00	\$0.00	\$12,346.89	\$730,064.11	1.66%
405 TAX INCREMENT FINANCE PROJECTS						
31056	Tax Increment 1-9 C&J Develop	\$12,300.00	\$0.00	\$0.00	\$12,300.00	0.00%
36104	Penalty & Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36201	Misc Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39200	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
405 TAX INCREMENT FINANCE PROJECTS		\$12,300.00	\$0.00	\$0.00	\$12,300.00	0.00%
502 ECONOMIC DEVELOPMENT FUND						
31000	General Property Taxes	\$18,100.00	\$0.00	\$311.22	\$17,788.78	1.72%
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%
502 ECONOMIC DEVELOPMENT FUND		\$18,100.00	\$0.00	\$311.22	\$17,788.78	1.72%
601 SEWER OPERATING FUND						
31000	General Property Taxes	\$188,027.00	\$0.00	\$1,485.09	\$186,541.91	0.79%
33423	Insurance Claim Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
34410	Unallocated Reserves	\$0.00	-\$73.98	\$1,323.02	-\$1,323.02	0.00%
36104	Penalty & Interest	\$1,500.00	\$174.64	\$751.90	\$748.10	51.42%

City of Crosslake
Month-End Revenue
 Current Period: APRIL 2024

SRC	SRC Descr	2024 Budget	APRIL 2024 Amt	2024 YTD Amt	2024 YTD Balance	2024 % of Budget
36200	Miscellaneous Revenues	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
36201	Misc Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
37200	User Fee	\$431,880.00	\$36,470.45	\$140,170.03	\$291,709.97	33.01%
37250	Sewer Connection Payments	\$39,400.00	\$22,000.00	\$22,000.00	\$17,400.00	55.84%
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%
601 SEWER OPERATING FUND		\$662,307.00	\$58,571.11	\$165,730.04	\$496,576.96	25.25%
651 SEWER RESTRICTED SINKING FUND						
31306	2003 Disposal System Levy	\$0.00	\$0.00	\$3,853.68	-\$3,853.68	0.00%
31312	2017 GO Sewer Rev Imp Bonds	\$118,608.00	\$0.00	\$2,045.12	\$116,562.88	1.72%
31321	2022A Sewer Bonds	\$135,893.00	\$0.00	\$2,306.81	\$133,586.19	1.70%
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%
651 SEWER RESTRICTED SINKING FUND		\$256,501.00	\$0.00	\$8,205.61	\$248,295.39	3.20%
		\$7,283,364.00	\$174,848.65	\$744,643.84	\$6,538,720.16	10.31%

([Act Status]="Active")

City of Crosslake

Month End Expenditures

Current Period: APRIL 2024

OBJ	OBJ Descr	2024 Budget	APRIL 2024 Amt	2024 YTD Amt	2024 YTD Balance	%YTD Budget
101 GENERAL FUND						
41110 Council						
100	Wages and Salaries Dept Head	\$30,600.00	\$2,250.00	\$8,220.00	\$22,380.00	26.86%
122	FICA	\$2,341.00	\$172.15	\$833.12	\$1,507.88	35.59%
151	Workers Comp Insurance	\$77.00	\$0.00	\$91.00	-\$14.00	118.18%
208	Instruction Fees	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
321	Communications-Cellular	\$1,376.00	\$114.69	\$344.07	\$1,031.93	25.01%
331	Travel Expenses	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
340	Advertising	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
360	Insurance	\$150.00	\$0.00	\$0.00	\$150.00	0.00%
430	Miscellaneous	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
433	Dues/Contracts/Subscriptions	\$1,174.00	\$155.00	\$489.00	\$685.00	41.65%
41110 Council		\$39,218.00	\$2,691.84	\$9,977.19	\$29,240.81	25.44%
41400 Administration						
100	Wages and Salaries Dept Head	\$115,295.00	\$0.00	\$146,004.99	-\$30,709.99	126.64%
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	\$92,518.00	\$6,899.20	\$25,563.54	\$66,954.46	27.63%
121	PERA	\$15,586.00	\$517.45	\$3,796.43	\$11,789.57	24.36%
122	FICA	\$15,898.00	\$481.76	\$10,711.95	\$5,186.05	67.38%
131	Employer Paid Health	\$27,902.00	\$672.60	\$5,995.56	\$21,906.44	21.49%
132	Employer Paid Disability	\$1,726.00	\$63.03	\$285.56	\$1,440.44	16.54%
133	Employer Paid Dental	\$1,236.00	\$30.96	\$267.92	\$968.08	21.68%
134	Employer Paid Life	\$134.00	\$5.20	\$31.20	\$102.80	23.28%
136	Deferred Compensation	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
151	Workers Comp Insurance	\$1,424.00	\$0.00	\$1,140.00	\$284.00	80.06%
152	Health Savings Account Contrib	\$9,600.00	\$800.00	\$8,000.00	\$1,600.00	83.33%
200	Office Supplies	\$3,200.00	\$445.04	\$779.74	\$2,420.26	24.37%
208	Instruction Fees	\$2,000.00	\$0.00	\$20.00	\$1,980.00	1.00%
210	Operating Supplies	\$1,000.00	\$20.00	\$80.00	\$920.00	8.00%
220	Repair/Maint Supply - Equip	\$3,834.00	\$551.33	\$3,149.66	\$684.34	82.15%
301	Auditing and Acct g Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$3,000.00	\$215.97	\$696.83	\$2,303.17	23.23%
322	Postage	\$750.00	\$0.00	\$166.78	\$583.22	22.24%
331	Travel Expenses	\$1,000.00	\$34.84	\$34.84	\$965.16	3.48%
334	Vehicle Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
340	Advertising	\$0.00	\$412.00	\$412.00	-\$412.00	0.00%
341	Newsletter Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
351	Legal Notices Publishing	\$750.00	\$0.00	\$191.25	\$558.75	25.50%
413	Office Equipment Rental/Repair	\$750.00	\$0.00	\$0.00	\$750.00	0.00%
430	Miscellaneous	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
433	Dues/Contracts/Subscriptions	\$2,430.00	\$192.00	\$942.00	\$1,488.00	38.77%
443	Sales Tax	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
500	Capital Outlay -	\$5,421.00	\$1,805.28	\$1,805.28	\$3,615.72	33.30%
600	Principal	\$970.00	\$80.60	\$321.19	\$648.81	33.11%
610	Interest	\$20.00	\$1.90	\$8.81	\$11.19	44.05%
41400 Administration		\$307,044.00	\$13,229.16	\$210,405.53	\$96,638.47	68.53%
41410 Elections						
107	Services	\$15,000.00	\$0.00	\$787.50	\$14,212.50	5.25%
122	FICA	\$1,148.00	\$0.00	\$0.00	\$1,148.00	0.00%
210	Operating Supplies	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

OBJ	OBJ Descr	2024 Budget	APRIL 2024 Amt	2024 YTD Amt	2024 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	\$1,500.00	\$0.00	\$267.36	\$1,232.64	17.82%
500	Capital Outlay -	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
41410	Elections	\$17,648.00	\$0.00	\$1,054.86	\$16,593.14	5.98%
41600 Audit/Legal Services						
301	Auditing and Acct g Services	\$42,000.00	\$11,697.15	\$22,494.30	\$19,505.70	53.56%
304	Legal Fees (Civil)	\$7,000.00	\$2,499.00	\$4,304.00	\$2,696.00	61.49%
307	Legal Fees (Labor)	\$25,000.00	\$0.00	\$6,970.26	\$18,029.74	27.88%
41600	Audit/Legal Services	\$74,000.00	\$14,196.15	\$33,768.56	\$40,231.44	45.63%
41910 Planning and Zoning						
100	Wages and Salaries Dept Head	\$73,507.00	\$6,178.14	\$9,866.93	\$63,640.07	13.42%
101	Assistant	\$69,202.00	\$5,972.20	\$24,080.89	\$45,121.11	34.80%
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	\$10,704.00	\$911.27	\$3,061.59	\$7,642.41	28.60%
122	FICA	\$10,917.00	\$875.70	\$3,026.37	\$7,890.63	27.72%
131	Employer Paid Health	\$27,902.00	\$1,652.58	\$2,478.87	\$25,423.13	8.88%
132	Employer Paid Disability	\$1,281.00	\$117.29	\$207.66	\$1,073.34	16.21%
133	Employer Paid Dental	\$1,425.00	\$172.41	\$407.02	\$1,017.98	28.56%
134	Employer Paid Life	\$134.00	\$10.40	\$26.00	\$108.00	19.40%
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	\$1,030.00	\$0.00	\$779.00	\$251.00	75.63%
152	Health Savings Account Contrib	\$9,600.00	\$4,496.70	\$6,719.70	\$2,880.30	70.00%
200	Office Supplies	\$2,000.00	\$362.79	\$824.38	\$1,175.62	41.22%
208	Instruction Fees	\$3,200.00	\$0.00	\$0.00	\$3,200.00	0.00%
210	Operating Supplies	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
212	Motor Fuels	\$500.00	\$29.37	\$29.37	\$470.63	5.87%
220	Repair/Maint Supply - Equip	\$4,000.00	\$521.33	\$3,086.66	\$913.34	77.17%
221	Repair/Maint Vehicles 302	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
262	Unif Tony/Pete	\$600.00	\$0.00	\$0.00	\$600.00	0.00%
264	Unif Bobby/Cheryl/Shawn	\$500.00	\$0.00	\$149.99	\$350.01	30.00%
303	Engineering Fees	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
304	Legal Fees (Civil)	\$3,000.00	\$646.00	\$2,033.00	\$967.00	67.77%
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	\$215.97	\$696.82	\$1,803.18	27.87%
321	Communications-Cellular	\$500.00	\$38.23	\$114.69	\$385.31	22.94%
322	Postage	\$600.00	\$0.00	\$166.79	\$433.21	27.80%
331	Travel Expenses	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
332	Travel Expense- P&Z Comm	\$4,000.00	\$665.00	\$665.00	\$3,335.00	16.63%
340	Advertising	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
351	Legal Notices Publishing	\$1,600.00	\$63.42	\$115.79	\$1,484.21	7.24%
352	Filing Fees	\$800.00	\$138.00	\$230.00	\$570.00	28.75%
356	Mapping	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
360	Insurance	\$4,903.00	\$5,139.00	\$5,139.00	-\$236.00	104.81%
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	\$0.00	\$500.00	0.00%
433	Dues/Contracts/Subscriptions	\$2,230.00	\$191.00	\$484.00	\$1,746.00	21.70%
441	Emergency Supplies	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

OBJ	OBJ Descr	2024 Budget	APRIL 2024 Amt	2024 YTD Amt	2024 YTD Balance	%YTD Budget
443	Sales Tax	\$20.00	\$0.00	\$5.00	\$15.00	25.00%
452	Refund	\$500.00	\$0.00	\$750.00	-\$250.00	150.00%
470	Consultant Fees	\$10,000.00	\$9,225.00	\$10,260.00	-\$260.00	102.60%
500	Capital Outlay -	\$5,421.00	\$2,085.40	\$2,085.40	\$3,335.60	38.47%
600	Principal	\$970.00	\$80.60	\$321.19	\$648.81	33.11%
610	Interest	\$20.00	\$1.90	\$8.81	\$11.19	44.05%
41910	Planning and Zoning	\$259,166.00	\$39,789.70	\$77,819.92	\$181,346.08	30.03%
41940	General Government					
101	Assistant	\$105,540.00	\$0.00	\$0.00	\$105,540.00	0.00%
121	PERA	\$8,074.00	\$0.00	\$0.00	\$8,074.00	0.00%
122	FICA	\$7,916.00	\$0.00	\$0.00	\$7,916.00	0.00%
131	Employer Paid Health	\$20,000.00	\$0.00	\$0.00	\$20,000.00	0.00%
132	Employer Paid Disability	\$600.00	\$0.00	\$0.00	\$600.00	0.00%
133	Employer Paid Dental	\$1,400.00	\$0.00	\$0.00	\$1,400.00	0.00%
134	Employer Paid Life	\$70.00	\$0.00	\$0.00	\$70.00	0.00%
151	Workers Comp Insurance	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
152	Health Savings Account Contrib	\$6,400.00	\$0.00	\$0.00	\$6,400.00	0.00%
208	Instruction Fees	\$30,000.00	\$0.00	\$0.00	\$30,000.00	0.00%
210	Operating Supplies	\$2,500.00	\$227.49	\$733.53	\$1,766.47	29.34%
220	Repair/Maint Supply - Equip	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$5,000.00	\$242.48	\$1,165.19	\$3,834.81	23.30%
235	Signs	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
254	Concessions - Pop	\$0.00	\$0.00	\$0.00	\$0.00	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	\$319.97	\$1,288.03	19.90%
320	Communications	\$500.00	\$86.26	\$259.66	\$240.34	51.93%
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	\$55.42	\$55.42	\$444.58	11.08%
354	Ordinance Codification	\$5,000.00	\$1,569.54	\$1,569.54	\$3,430.46	31.39%
360	Insurance	\$26,741.00	\$24,800.40	\$24,800.40	\$1,940.60	92.74%
381	Electric Utilities	\$10,000.00	\$1,134.00	\$3,508.00	\$6,492.00	35.08%
383	Gas Utilities	\$4,500.00	\$153.30	\$383.77	\$4,116.23	8.53%
384	Refuse/Garbage Disposal	\$850.00	\$72.22	\$216.64	\$633.36	25.49%
385	Sewer Utility	\$780.00	\$65.00	\$250.00	\$530.00	32.05%
389	Generator Expense	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
405	Cleaning Services	\$10,000.00	\$600.00	\$2,400.00	\$7,600.00	24.00%
430	Miscellaneous	\$1,500.00	\$10.00	\$105.00	\$1,395.00	7.00%
433	Dues/Contracts/Subscriptions	\$9,000.00	\$1,109.02	\$1,676.52	\$7,323.48	18.63%
437	Brainerd Lakes Area Dev Corp	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
438	Initiative Foundation	\$1,650.00	\$0.00	\$0.00	\$1,650.00	0.00%
439	Emergency Mgmt Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
440	Telephone Co Reimb Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
441	Emergency Supplies	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
442	Safety Prog/Equipment	\$15,000.00	\$0.00	\$4,111.48	\$10,888.52	27.41%
443	Sales Tax	\$10.00	\$0.00	\$0.00	\$10.00	0.00%
444	Transportation Plan	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
446	Animal Control	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
449	Cobra Payments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
451	Health Comm Program Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
452	Refund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
456	Fireworks	\$15,000.00	\$0.00	\$0.00	\$15,000.00	0.00%
460	Fines/Fees Reimburse	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
470	Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

OBJ	OBJ Descr	2024 Budget	APRIL 2024 Amt	2024 YTD Amt	2024 YTD Balance	%YTD Budget
490	Donations to Civic Org s	\$5,650.00	\$0.00	\$0.00	\$5,650.00	0.00%
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%
41940	General Government	\$297,789.00	\$30,125.13	\$41,555.12	\$256,233.88	13.95%
42110	Police Administration					
100	Wages and Salaries Dept Head	\$88,982.00	\$6,592.60	\$24,276.13	\$64,705.87	27.28%
101	Assistant	\$78,021.00	\$0.00	\$0.00	\$78,021.00	0.00%
102	Administrative Assistant	\$52,208.00	\$4,233.21	\$16,993.87	\$35,214.13	32.55%
103	Tech 1	\$78,603.00	\$5,618.62	\$22,573.19	\$56,029.81	28.72%
104	Tech 2	\$0.00	\$5,134.20	\$14,602.70	-\$14,602.70	0.00%
108	Tech 3	\$26,000.00	\$0.00	\$150.00	\$25,850.00	0.58%
110	Tech 4	\$74,857.00	\$5,779.32	\$23,014.08	\$51,842.92	30.74%
112	Tech 5	\$67,702.00	\$5,313.28	\$22,613.44	\$45,088.56	33.40%
113	Tech 6	\$69,687.00	\$5,529.09	\$22,012.43	\$47,674.57	31.59%
121	PERA	\$89,557.00	\$6,329.69	\$28,074.87	\$61,482.13	31.35%
122	FICA	\$11,010.00	\$721.92	\$3,244.72	\$7,765.28	29.47%
131	Employer Paid Health	\$123,368.00	\$7,955.52	\$29,343.21	\$94,024.79	23.79%
132	Employer Paid Disability	\$3,932.00	\$283.42	\$1,133.68	\$2,798.32	28.83%
133	Employer Paid Dental	\$5,934.00	\$437.70	\$1,581.23	\$4,352.77	26.65%
134	Employer Paid Life	\$470.00	\$36.40	\$140.40	\$329.60	29.87%
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	\$37,053.00	\$0.00	\$27,645.00	\$9,408.00	74.61%
152	Health Savings Account Contrib	\$38,400.00	\$8,000.00	\$16,000.00	\$22,400.00	41.67%
200	Office Supplies	\$300.00	\$0.00	\$224.90	\$75.10	74.97%
208	Instruction Fees	\$10,001.00	\$0.00	\$375.00	\$9,626.00	3.75%
209	Physicals	\$800.00	\$0.00	\$605.00	\$195.00	75.63%
210	Operating Supplies	\$3,000.00	\$624.81	\$1,595.33	\$1,404.67	53.18%
212	Motor Fuels	\$20,000.00	\$3,587.05	\$5,495.87	\$14,504.13	27.48%
214	Auto Expense- Squad 307	\$1,500.00	\$540.00	\$540.00	\$960.00	36.00%
216	Auto Expense- Squad 305	\$1,500.00	\$565.44	\$673.43	\$826.57	44.90%
217	Auto Expense- Squad 303	\$1,500.00	\$0.00	\$27.58	\$1,472.42	1.84%
218	Auto Expense- Squad 301	\$1,500.00	\$0.00	\$59.85	\$1,440.15	3.99%
219	Auto Expense- Squad 304	\$1,500.00	\$0.00	\$1,005.97	\$494.03	67.06%
220	Repair/Maint Supply - Equip	\$8,500.00	\$254.62	\$1,004.62	\$7,495.38	11.82%
221	Repair/Maint Vehicles 302	\$1,500.00	\$540.00	\$8,186.22	-\$6,686.22	545.75%
223	Bldg Repair Suppl/Maintenance	\$500.00	\$216.85	\$307.79	\$192.21	61.56%
258	Unif FIRE/Pat/Mark	\$675.00	\$95.11	\$588.53	\$86.47	87.19%
259	Unif Joe/Hunter	\$675.00	\$276.00	\$1,896.64	-\$1,221.64	280.98%
260	Unif Cody/Josh/Nate	\$675.00	\$260.00	\$538.33	\$136.67	79.75%
261	Unif Jake/TJ/Zak	\$675.00	\$308.22	\$308.22	\$366.78	45.66%
262	Unif Tony/Pete	\$675.00	\$275.30	\$275.30	\$399.70	40.79%
264	Unif Bobby/Cheryl/Shawn	\$675.00	\$249.45	\$666.37	\$8.63	98.72%
265	Unif & P/T Expense	\$675.00	\$0.00	\$0.00	\$675.00	0.00%
281	Tactical Team	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.00%
282	Restitution Expenditures	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
283	Forfeiture Expenditures	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
304	Legal Fees (Civil)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
319	Donation Expenditures	\$0.00	\$0.00	\$1,152.00	-\$1,152.00	0.00%
320	Communications	\$5,400.00	\$482.08	\$1,487.18	\$3,912.82	27.54%
321	Communications-Cellular	\$5,400.00	\$570.04	\$1,646.28	\$3,753.72	30.49%
322	Postage	\$200.00	\$0.00	\$30.73	\$169.27	15.37%

OBJ	OBJ Descr	2024 Budget	APRIL 2024 Amt	2024 YTD Amt	2024 YTD Balance	%YTD Budget
331	Travel Expenses	\$2,500.00	\$0.00	\$409.84	\$2,090.16	16.39%
340	Advertising	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
351	Legal Notices Publishing	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
360	Insurance	\$31,837.00	\$33,734.65	\$33,734.65	-\$1,897.65	105.96%
405	Cleaning Services	\$4,800.00	\$300.00	\$1,200.00	\$3,600.00	25.00%
413	Office Equipment Rental/Repair	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
430	Miscellaneous	\$200.00	\$104.13	\$104.13	\$95.87	52.07%
433	Dues/Contracts/Subscriptions	\$30,558.00	\$1,513.58	\$4,221.62	\$26,336.38	13.82%
442	Safety Prog/Equipment	\$0.00	\$1,785.03	\$1,785.03	-\$1,785.03	0.00%
443	Sales Tax	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
458	Undercover Supplies	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
460	Fines/Fees Reimburse	\$8,000.00	\$0.00	\$7,966.74	\$33.26	99.58%
500	Capital Outlay -	\$42,243.00	\$0.00	\$2,982.13	\$39,260.87	7.06%
550	Capital Outlay -	\$68,215.00	\$11,456.29	\$66,401.09	\$1,813.91	97.34%
600	Principal	\$509.00	\$0.00	\$84.19	\$424.81	16.54%
610	Interest	\$11.00	\$0.00	\$2.49	\$8.51	22.64%
42110	Police Administration	\$1,115,683.00	\$119,703.62	\$400,982.00	\$714,701.00	35.94%
42280	Fire Administration					
100	Wages and Salaries Dept Head	\$94,994.00	\$6,592.60	\$26,370.40	\$68,623.60	27.76%
101	Assistant	\$15,600.00	\$100.00	\$300.00	\$15,300.00	1.92%
106	Training	\$2,100.00	\$300.00	\$900.00	\$1,200.00	42.86%
107	Services	\$130,000.00	\$13,483.00	\$39,391.00	\$90,609.00	30.30%
121	PERA	\$16,814.00	\$1,166.90	\$4,667.60	\$12,146.40	27.76%
122	FICA	\$12,676.00	\$1,147.47	\$4,922.74	\$7,753.26	38.84%
131	Employer Paid Health	\$19,831.00	\$1,652.58	\$5,784.03	\$14,046.97	29.17%
132	Employer Paid Disability	\$646.00	\$71.94	\$287.76	\$358.24	44.54%
133	Employer Paid Dental	\$1,728.00	\$113.05	\$395.68	\$1,332.32	22.90%
134	Employer Paid Life	\$67.00	\$5.20	\$15.60	\$51.40	23.28%
151	Workers Comp Insurance	\$5,189.00	\$0.00	\$9,202.00	-\$4,013.00	177.34%
152	Health Savings Account Contrib	\$6,400.00	\$0.00	\$1,600.00	\$4,800.00	25.00%
200	Office Supplies	\$300.00	\$0.00	\$125.00	\$175.00	41.67%
208	Instruction Fees	\$20,000.00	\$1,500.00	\$5,686.00	\$14,314.00	28.43%
209	Physicals	\$4,000.00	\$0.00	\$3,300.00	\$700.00	82.50%
210	Operating Supplies	\$500.00	\$346.14	\$816.82	-\$316.82	163.36%
212	Motor Fuels	\$1,000.00	\$117.69	\$615.90	\$384.10	61.59%
213	Diesel Fuel	\$1,000.00	\$199.16	\$391.15	\$608.85	39.12%
220	Repair/Maint Supply - Equip	\$6,000.00	\$520.70	\$3,414.59	\$2,585.41	56.91%
221	Repair/Maint Vehicles 302	\$12,000.00	\$30.00	\$178.60	\$11,821.40	1.49%
222	Tires	\$0.00	\$0.00	\$415.44	-\$415.44	0.00%
223	Bldg Repair Suppl/Maintenance	\$5,000.00	\$789.41	\$2,055.88	\$2,944.12	41.12%
233	FIRE PREVENTION	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
240	Small Tools and Minor Equip	\$4,000.00	\$585.32	\$723.67	\$3,276.33	18.09%
258	Unif FIRE/Pat/Mark	\$3,500.00	\$63.35	\$63.35	\$3,436.65	1.81%
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	\$220.00	\$220.00	\$4,780.00	4.40%
319	Donation Expenditures	\$0.00	\$0.00	\$8,237.21	-\$8,237.21	0.00%
320	Communications	\$3,000.00	\$286.74	\$862.68	\$2,137.32	28.76%
321	Communications-Cellular	\$4,000.00	\$432.08	\$1,296.24	\$2,703.76	32.41%
322	Postage	\$25.00	\$0.00	\$0.00	\$25.00	0.00%
331	Travel Expenses	\$4,000.00	\$253.66	\$3,715.56	\$284.44	92.89%
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	\$21,785.00	\$20,939.51	\$21,288.51	\$496.49	97.72%
381	Electric Utilities	\$8,000.00	\$698.00	\$2,103.00	\$5,897.00	26.29%

OBJ	OBJ Descr	2024 Budget	APRIL 2024 Amt	2024 YTD Amt	2024 YTD Balance	%YTD Budget
383	Gas Utilities	\$7,000.00	\$559.95	\$1,269.28	\$1,064.08	54.40%
384	Refuse/Garbage Disposal	\$1,500.00	\$109.51	\$328.51	\$1,171.49	21.90%
385	Sewer Utility	\$780.00	\$65.00	\$250.00	\$530.00	32.05%
405	Cleaning Services	\$2,400.00	\$150.00	\$600.00	\$1,800.00	25.00%
430	Miscellaneous	\$1,000.00	\$25.00	\$25.00	\$975.00	2.50%
433	Dues/Contracts/Subscriptions	\$4,593.00	\$110.71	\$2,773.97	\$1,819.03	60.40%
443	Sales Tax	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
450	Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
455	House Burn	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
491	FDRA City Contribution	\$30,000.00	\$207.00	\$834.00	\$29,166.00	2.78%
492	FDRA State Aid	\$48,000.00	\$0.00	\$0.00	\$48,000.00	0.00%
500	Capital Outlay -	\$123,190.00	\$82,482.32	\$112,783.40	\$10,406.60	91.55%
550	Capital Outlay -	\$55,000.00	\$0.00	\$474,128.60	-\$419,128.60	862.05%
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%
42280	Fire Administration	\$685,718.00	\$135,323.99	\$742,339.17	-\$61,287.81	109.00%
42500	Ambulance Services					
223	Bldg Repair Suppl/Maintenance	\$1,800.00	\$0.00	\$0.00	\$1,800.00	0.00%
306	Ambulance Subsidy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
42500	Ambulance Services	\$1,800.00	\$0.00	\$0.00	\$1,800.00	0.00%
43000	Public Works (GENERAL)					
100	Wages and Salaries Dept Head	\$35,438.00	\$5,818.76	\$23,734.42	\$11,703.58	66.97%
103	Tech 1	\$53,495.00	\$3,575.03	\$16,294.15	\$37,200.85	30.46%
104	Tech 2	\$12,793.00	\$1,084.82	\$4,231.98	\$8,561.02	33.08%
105	Part-time	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
107	Services	\$19,510.00	\$1,869.55	\$10,153.36	\$9,356.64	52.04%
108	Tech 3	\$48,629.00	\$3,361.75	\$13,703.10	\$34,925.90	28.18%
121	PERA	\$13,035.00	\$1,178.21	\$5,566.77	\$7,468.23	42.71%
122	FICA	\$13,394.00	\$1,111.56	\$5,288.11	\$8,105.89	39.48%
131	Employer Paid Health	\$51,764.00	\$4,637.93	\$19,921.58	\$31,842.42	38.49%
132	Employer Paid Disability	\$1,530.00	\$159.90	\$522.92	\$1,007.08	34.18%
133	Employer Paid Dental	\$2,454.00	\$219.63	\$960.83	\$1,493.17	39.15%
134	Employer Paid Life	\$185.00	\$16.74	\$69.58	\$115.42	37.61%
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	\$16,539.00	\$0.00	\$10,323.00	\$6,216.00	62.42%
152	Health Savings Account Contrib	\$17,720.00	\$5,200.00	\$10,400.00	\$7,320.00	58.69%
200	Office Supplies	\$450.00	\$0.00	\$6.99	\$443.01	1.55%
208	Instruction Fees	\$1,500.00	\$0.00	\$3,700.00	-\$2,200.00	246.67%
210	Operating Supplies	\$1,200.00	\$46.53	\$290.28	\$909.72	24.19%
212	Motor Fuels	\$8,000.00	\$1,525.88	\$2,327.52	\$5,672.48	29.09%
213	Diesel Fuel	\$18,000.00	\$2,166.29	\$3,889.25	\$14,110.75	21.61%
215	Shop Supplies	\$2,750.00	\$63.26	\$63.26	\$2,686.74	2.30%
220	Repair/Maint Supply - Equip	\$20,000.00	\$3,489.84	\$4,693.10	\$15,306.90	23.47%
221	Repair/Maint Vehicles 302	\$20,000.00	\$199.66	\$3,166.96	\$16,833.04	15.83%
222	Tires	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$10,000.00	\$696.48	\$1,403.83	\$8,596.17	14.04%
224	Street Maint Materials	\$30,000.00	\$0.00	\$584.36	\$29,415.64	1.95%
225	Landscape Materials	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
226	Bridge Materials	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%

OBJ	OBJ Descr	2024 Budget	APRIL 2024 Amt	2024 YTD Amt	2024 YTD Balance	%YTD Budget
228	Street Lighting	\$0.00	\$0.00	\$69.98	-\$69.98	0.00%
232	Striping	\$35,000.00	\$0.00	\$0.00	\$35,000.00	0.00%
235	Signs	\$6,500.00	\$316.16	\$707.44	\$5,792.56	10.88%
240	Small Tools and Minor Equip	\$5,000.00	\$0.00	\$211.19	\$4,788.81	4.22%
254	Concessions - Pop	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
258	Unif FIRE/Pat/Mark	\$0.00	\$0.00	\$121.99	-\$121.99	0.00%
259	Unif Joe/Hunter	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
260	Unif Cody/Josh/Nate	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
261	Unif Jake/TJ/Zak	\$500.00	\$500.00	\$811.98	-\$311.98	162.40%
303	Engineering Fees	\$5,000.00	\$0.00	\$2,679.00	\$2,321.00	53.58%
304	Legal Fees (Civil)	\$500.00	\$0.00	\$722.00	-\$222.00	144.40%
314	Surveyor	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
316	Security Monitoring	\$1,200.00	\$0.00	\$0.00	\$1,200.00	0.00%
320	Communications	\$3,000.00	\$130.03	\$420.14	\$2,579.86	14.00%
322	Postage	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
331	Travel Expenses	\$500.00	\$30.00	\$177.72	\$322.28	35.54%
340	Advertising	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
351	Legal Notices Publishing	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
360	Insurance	\$9,826.00	\$9,763.46	\$9,763.46	\$62.54	99.36%
381	Electric Utilities	\$12,000.00	\$568.98	\$1,934.47	\$10,065.53	16.12%
383	Gas Utilities	\$6,500.00	\$347.57	\$787.73	\$5,712.27	12.12%
384	Refuse/Garbage Disposal	\$1,000.00	\$127.61	\$355.61	\$644.39	35.56%
385	Sewer Utility	\$400.00	\$61.10	\$235.00	\$165.00	58.75%
405	Cleaning Services	\$5,640.00	\$470.00	\$1,880.00	\$3,760.00	33.33%
413	Office Equipment Rental/Repair	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
415	Equipment Rental	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
430	Miscellaneous	\$2,500.00	\$11.75	\$11.75	\$2,488.25	0.47%
433	Dues/Contracts/Subscriptions	\$2,988.00	\$63.50	\$267.00	\$2,721.00	8.94%
442	Safety Prog/Equipment	\$1,000.00	\$0.00	\$149.95	\$850.05	15.00%
443	Sales Tax	\$100.00	\$9.00	\$1,416.00	-\$1,316.00	1416.00%
450	Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
454	Joint Facility County Expense	\$35,000.00	\$8,061.04	\$12,837.94	\$22,162.06	36.68%
500	Capital Outlay -	\$89,913.00	\$0.00	\$26,067.68	\$63,845.32	28.99%
550	Capital Outlay -	\$100,000.00	\$0.00	\$0.00	\$100,000.00	0.00%
551	Capital Outlay-Building	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
552	Capital Outlay-Land	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
553	Capital Outlay - Other	\$165,000.00	\$0.00	\$0.00	\$165,000.00	0.00%
581	Capital Outlay -Seal Coat	\$433,000.00	\$0.00	\$0.00	\$433,000.00	0.00%
582	Capital Outlay - Crackfill	\$100,000.00	\$0.00	\$0.00	\$100,000.00	0.00%
583	Capital Outlay - Overlays	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
584	Capital Outlay - Road Const	\$1,650,000.00	\$0.00	\$4,885.50	\$1,645,114.50	0.30%
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%
43000	Public Works (GENERAL)	\$3,077,103.00	\$56,882.02	\$207,808.88	\$2,869,294.12	6.75%
43025	Public Works Snow Removal					
100	Wages and Salaries Dept Head	\$3,119.00	\$0.00	\$0.00	\$3,119.00	0.00%
103	Tech 1	\$2,496.00	\$162.80	\$1,155.95	\$1,340.05	46.31%
104	Tech 2	\$1,966.00	\$31.35	\$1,230.26	\$735.74	62.58%
105	Part-time	\$2,589.00	\$0.00	\$307.56	\$2,281.44	11.88%
107	Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
108	Tech 3	\$4,893.00	\$1,032.67	\$1,981.61	\$2,911.39	40.50%
121	PERA	\$896.00	\$92.02	\$343.95	\$552.05	38.39%

OBJ	OBJ Descr	2024 Budget	APRIL 2024 Amt	2024 YTD Amt	2024 YTD Balance	%YTD Budget
122	FICA	\$821.00	\$92.11	\$342.16	\$478.84	41.68%
131	Employer Paid Health	\$3,531.00	\$424.17	\$1,426.33	\$2,104.67	40.39%
132	Employer Paid Disability	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
133	Employer Paid Dental	\$197.00	\$17.31	\$69.76	\$127.24	35.41%
134	Employer Paid Life	\$3.00	\$2.23	\$4.00	-\$1.00	133.33%
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%
43025	Public Works Snow Removal	\$20,511.00	\$1,854.66	\$6,861.58	\$13,649.42	33.45%
43026	Public Works Trails					
100	Wages and Salaries Dept Head	\$817.00	\$0.00	\$0.00	\$817.00	0.00%
103	Tech 1	\$654.00	\$0.00	\$0.00	\$654.00	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	\$49.00	\$0.00	\$0.00	\$49.00	0.00%
122	FICA	\$44.00	\$0.00	\$0.00	\$44.00	0.00%
131	Employer Paid Health	\$232.00	\$0.00	\$0.00	\$232.00	0.00%
132	Employer Paid Disability	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
133	Employer Paid Dental	\$11.00	\$0.00	\$0.00	\$11.00	0.00%
134	Employer Paid Life	\$1.00	\$0.00	\$0.00	\$1.00	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%
43026	Public Works Trails	\$1,808.00	\$0.00	\$0.00	\$1,808.00	0.00%
43100	Cemetery					
100	Wages and Salaries Dept Head	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
103	Tech 1	\$0.00	\$0.00	\$464.24	-\$464.24	0.00%
104	Tech 2	\$0.00	\$0.00	\$62.70	-\$62.70	0.00%
105	Part-time	\$5,574.00	\$0.00	\$0.00	\$5,574.00	0.00%
107	Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
108	Tech 3	\$0.00	\$111.64	\$390.74	-\$390.74	0.00%
121	PERA	\$0.00	\$8.38	\$68.28	-\$68.28	0.00%
122	FICA	\$426.00	\$8.54	\$66.01	\$359.99	15.50%
131	Employer Paid Health	\$0.00	\$39.75	\$302.09	-\$302.09	0.00%
133	Employer Paid Dental	\$0.00	\$1.42	\$15.82	-\$15.82	0.00%
134	Employer Paid Life	\$0.00	\$0.12	\$1.28	-\$1.28	0.00%
210	Operating Supplies	\$940.00	\$84.64	\$84.64	\$855.36	9.00%
220	Repair/Maint Supply - Equip	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
360	Insurance	\$90.00	\$104.00	\$104.00	-\$14.00	115.56%
381	Electric Utilities	\$350.00	\$33.40	\$88.70	\$261.30	25.34%
430	Miscellaneous	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
452	Refund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay -	\$0.00	\$0.00	\$2,121.00	-\$2,121.00	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%
43100	Cemetery	\$8,030.00	\$391.89	\$3,769.50	\$4,260.50	46.94%
45100	Park and Recreation (GENERAL)					
100	Wages and Salaries Dept Head	\$83,034.00	\$6,179.92	\$25,589.68	\$57,444.32	30.82%
101	Assistant	\$40,582.00	\$0.00	\$21,602.58	\$18,979.42	53.23%
103	Tech 1	\$48,774.00	\$4,091.88	\$16,659.07	\$32,114.93	34.16%
104	Tech 2	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
105	Part-time	\$37,710.00	\$4,671.63	\$15,687.63	\$22,022.37	41.60%
107	Services	\$22,100.00	\$1,637.04	\$2,817.55	\$19,282.45	12.75%
108	Tech 3	\$53,052.00	\$4,356.40	\$17,118.04	\$35,933.96	32.27%
121	PERA	\$21,394.00	\$1,528.29	\$6,852.09	\$14,541.91	32.03%

OBJ	OBJ Descr	2024 Budget	APRIL 2024 Amt	2024 YTD Amt	2024 YTD Balance	%YTD Budget
122	FICA	\$22,090.00	\$1,449.85	\$6,856.80	\$15,233.20	31.04%
131	Employer Paid Health	\$55,998.00	\$4,300.83	\$17,336.42	\$38,661.58	30.96%
132	Employer Paid Disability	\$1,960.00	\$49.40	\$622.16	\$1,337.84	31.74%
133	Employer Paid Dental	\$4,409.00	\$300.33	\$1,252.54	\$3,156.46	28.41%
134	Employer Paid Life	\$268.00	\$18.21	\$76.49	\$191.51	28.54%
136	Deferred Compensation	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
140	Unemployment	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
151	Workers Comp Insurance	\$14,387.00	\$0.00	\$11,867.00	\$2,520.00	82.48%
152	Health Savings Account Contrib	\$19,000.00	\$4,400.00	\$8,800.00	\$10,200.00	46.32%
200	Office Supplies	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
208	Instruction Fees	\$500.00	\$0.00	\$429.99	\$70.01	86.00%
210	Operating Supplies	\$3,200.00	\$502.15	\$1,375.49	\$1,824.51	42.98%
212	Motor Fuels	\$3,000.00	\$493.62	\$840.60	\$2,159.40	28.02%
213	Diesel Fuel	\$2,500.00	\$363.67	\$659.43	\$1,840.57	26.38%
220	Repair/Maint Supply - Equip	\$10,000.00	\$1,168.09	\$4,467.33	\$5,532.67	44.67%
221	Repair/Maint Vehicles 302	\$1,000.00	\$74.77	\$137.97	\$862.03	13.80%
223	Bldg Repair Suppl/Maintenance	\$20,000.00	\$6,702.10	\$12,940.81	\$7,059.19	64.70%
225	Landscape Materials	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
231	Chemicals	\$6,000.00	\$16.18	\$52.62	\$5,947.38	0.88%
235	Signs	\$400.00	\$24.79	\$24.79	\$375.21	6.20%
240	Small Tools and Minor Equip	\$1,200.00	\$88.55	\$802.40	\$397.60	66.87%
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/Mark	\$500.00	\$0.00	\$121.99	\$378.01	24.40%
260	Unif Cody/Josh/Nate	\$500.00	\$145.00	\$145.00	\$355.00	29.00%
261	Unif Jake/TJ/Zak	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
264	Unif Bobby/Cheryl/Shawn	\$500.00	\$185.98	\$363.97	\$136.03	72.79%
303	Engineering Fees	\$5,000.00	\$0.00	\$4,315.00	\$685.00	86.30%
304	Legal Fees (Civil)	\$2,000.00	\$0.00	\$133.00	\$1,867.00	6.65%
308	Instructors Fees	\$0.00	\$35.00	\$35.00	-\$35.00	0.00%
309	Tennis	\$1,000.00	\$153.00	\$153.00	\$847.00	15.30%
310	Program Supplies	\$1,500.00	\$213.62	\$236.61	\$1,263.39	15.77%
311	Softball/Baseball	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
312	Pickleball	\$0.00	\$299.97	\$299.97	-\$299.97	0.00%
315	Warm House/Garage Exp	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
316	Security Monitoring	\$1,200.00	\$289.98	\$289.98	\$910.02	24.17%
317	Soccer/Skating	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
318	Garage (North)	\$2,000.00	\$21.56	\$1,637.11	\$362.89	81.86%
319	Donation Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$6,000.00	\$545.85	\$1,634.58	\$4,365.42	27.24%
322	Postage	\$150.00	\$0.00	\$0.00	\$150.00	0.00%
323	Garage (East)	\$1,000.00	\$0.00	\$146.74	\$853.26	14.67%
324	Disc Golf Expenses	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
331	Travel Expenses	\$1,000.00	\$0.00	\$60.94	\$939.06	6.09%
335	Background Checks	\$150.00	\$60.00	\$45.00	\$105.00	30.00%
340	Advertising	\$1,000.00	\$458.80	\$861.28	\$138.72	86.13%
351	Legal Notices Publishing	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
360	Insurance	\$21,554.00	\$24,756.00	\$24,756.00	-\$3,202.00	114.86%
381	Electric Utilities	\$15,000.00	\$1,245.06	\$3,782.48	\$11,217.52	25.22%
383	Gas Utilities	\$10,000.00	\$940.33	\$1,997.19	\$8,002.81	19.97%
384	Refuse/Garbage Disposal	\$800.00	\$92.47	\$277.47	\$522.53	34.68%
403	Improvements Other Than Bldgs	\$3,800.00	\$0.00	\$0.00	\$3,800.00	0.00%
405	Cleaning Services	\$23,575.00	\$1,881.25	\$7,525.00	\$16,050.00	31.92%
413	Office Equipment Rental/Repair	\$500.00	\$84.18	\$204.18	\$295.82	40.84%
415	Equipment Rental	\$500.00	\$0.00	\$0.00	\$500.00	0.00%

OBJ	OBJ Descr	2024 Budget	APRIL 2024 Amt	2024 YTD Amt	2024 YTD Balance	%YTD Budget
430	Miscellaneous	\$1,200.00	\$115.17	\$1,126.47	\$73.53	93.87%
433	Dues/Contracts/Subscriptions	\$3,011.00	\$145.50	\$1,097.50	\$1,913.50	36.45%
442	Safety Prog/Equipment	\$1,000.00	\$16.19	\$16.19	\$983.81	1.62%
443	Sales Tax	\$1,600.00	\$267.00	\$2,738.00	-\$1,138.00	171.13%
445	Sr Meals Expense	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
448	Weight Room Ins Reimbur	\$150.00	\$10.25	\$42.00	\$108.00	28.00%
450	Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
452	Refund	\$150.00	\$0.00	\$0.00	\$150.00	0.00%
453	80 Acre Development Expense	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
457	Weight Room Expenses	\$2,000.00	\$231.90	\$924.77	\$1,075.23	46.24%
459	PAL Foundation Expenditures	\$3,000.00	\$0.00	\$841.00	\$2,159.00	28.03%
461	Silver Sneakers	\$6,500.00	\$580.00	\$2,900.00	\$3,600.00	44.62%
481	Park Master Plan	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500	Capital Outlay -	\$86,000.00	\$83,136.15	\$85,227.45	\$772.55	99.10%
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	\$835.00	\$70.51	\$280.99	\$554.01	33.65%
610	Interest	\$15.00	\$0.24	\$2.01	\$12.99	13.40%
45100	Park and Recreation (GENERAL)	\$690,448.00	\$158,398.66	\$319,087.35	\$371,360.65	46.21%
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	\$1,244.00	\$0.00	\$0.00	\$1,244.00	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	\$795.00	\$0.00	\$0.00	\$795.00	0.00%
121	PERA	\$153.00	\$0.00	\$0.00	\$153.00	0.00%
122	FICA	\$141.00	\$0.00	\$0.00	\$141.00	0.00%
131	Employer Paid Health	\$681.00	\$0.00	\$0.00	\$681.00	0.00%
132	Employer Paid Disability	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
133	Employer Paid Dental	\$59.00	\$0.00	\$0.00	\$59.00	0.00%
134	Employer Paid Life	\$2.00	\$0.00	\$0.00	\$2.00	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%
45125	Parks and Rec Snow Removal	\$3,075.00	\$0.00	\$0.00	\$3,075.00	0.00%
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	\$1,233.00	\$0.00	\$35.01	\$1,197.99	2.84%
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	\$2,396.00	\$0.00	\$0.00	\$2,396.00	0.00%
121	PERA	\$272.00	\$0.00	\$2.63	\$269.37	0.97%
122	FICA	\$254.00	\$0.00	\$2.54	\$251.46	1.00%
131	Employer Paid Health	\$969.00	\$0.00	\$6.04	\$962.96	0.62%
132	Employer Paid Disability	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
133	Employer Paid Dental	\$62.00	\$0.00	\$1.02	\$60.98	1.65%
134	Employer Paid Life	\$7.00	\$0.00	\$0.09	\$6.91	1.29%
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%
45126	Parks and Rec Trails	\$5,193.00	\$0.00	\$47.33	\$5,145.67	0.91%
45500	Library					

OBJ	OBJ Descr	2024 Budget	APRIL 2024 Amt	2024 YTD Amt	2024 YTD Balance	%YTD Budget
101	Assistant	\$27,054.00	\$0.00	\$15,998.75	\$11,055.25	59.14%
121	PERA	\$2,029.00	\$0.00	\$360.68	\$1,668.32	17.78%
122	FICA	\$2,070.00	\$0.00	\$462.92	\$1,607.08	22.36%
131	Employer Paid Health	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
132	Employer Paid Disability	\$199.00	\$0.00	\$0.00	\$199.00	0.00%
133	Employer Paid Dental	\$285.00	\$0.00	\$47.20	\$237.80	16.56%
134	Employer Paid Life	\$27.00	\$0.00	\$4.12	\$22.88	15.26%
135	Employer Paid Other	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
136	Deferred Compensation	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
140	Unemployment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
151	Workers Comp Insurance	\$1,149.00	\$0.00	\$987.00	\$162.00	85.90%
152	Health Savings Account Contrib	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
201	Library Operating Supplies	\$2,000.00	\$364.24	\$381.82	\$1,618.18	19.09%
202	Library Subscriptions	\$500.00	\$0.00	\$239.40	\$260.60	47.88%
203	Library Books	\$5,000.00	\$105.82	\$1,027.41	\$3,972.59	20.55%
204	Children s Program Expense	\$150.00	\$0.00	\$0.00	\$150.00	0.00%
205	Library Luncheon Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
206	Book Sale Expenses	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
207	Golf Fundraiser Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
319	Donation Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
320	Communications	\$1,000.00	\$55.48	\$186.45	\$813.55	18.65%
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	\$33.83	\$466.17	6.77%
430	Miscellaneous	\$1,000.00	\$200.96	\$297.04	\$702.96	29.70%
433	Dues/Contracts/Subscriptions	\$2,000.00	\$0.00	\$2,037.53	-\$37.53	101.88%
443	Sales Tax	\$615.00	\$0.00	\$6.00	\$609.00	0.98%
452	Refund	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
459	PAL Foundation Expenditures	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
500	Capital Outlay -	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
600	Principal	\$547.00	\$46.09	\$183.68	\$363.32	33.58%
610	Interest	\$8.00	\$0.16	\$1.32	\$6.68	16.50%
45500	Library	\$48,483.00	\$782.75	\$22,255.15	\$26,227.85	45.90%
47007	2003 Series A Disposal					
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
47007	2003 Series A Disposal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
47013	Bond Disclosure					
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
47013	Bond Disclosure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
47014	47014					
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%
47014	47014	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
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%
47015	47015 Series 2015B/2021A	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
48000	Recycling					
384	Refuse/Garbage Disposal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

OBJ	OBJ Descr	2024 Budget	APRIL 2024 Amt	2024 YTD Amt	2024 YTD Balance	%YTD Budget
388	Recycling Expenses	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
48000	Recycling	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
101	GENERAL FUND	\$6,653,217.00	\$573,369.57	\$2,077,732.14	\$4,570,818.22	31.25%
301	DEBT SERVICE FUND					
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%
610	Interest	\$61,681.00	\$0.00	\$31,990.63	\$29,690.37	51.86%
620	Fiscal Agent s Fees	\$275.00	\$0.00	\$0.00	\$275.00	0.00%
47000	\$3,815,000 GO CIP 2019A	\$291,956.00	\$0.00	\$261,990.63	\$29,965.37	89.74%
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%
47001	Community Ctr Refunding 2002	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
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%
47002	G.O. Improve-Wilderness	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
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%
47003	1999 Series A Improvement Bond	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
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%
47004	1999 Series B Improvement Bond	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
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%
47005	2001 Series A Improvement Bond	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
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%
47006	2002 Series A Improvement Bond	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
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%
47007	2003 Series A Disposal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
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%
47008	2003 Series B Sewer	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

OBJ	OBJ Descr	2024 Budget	APRIL 2024 Amt	2024 YTD Amt	2024 YTD Balance	%YTD Budget
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%
47009	2003 Joint Facility	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
47010	2004 Series A					
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
47010	2004 Series A	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
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%
47011	2006 Series B Improvement Bond	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
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%
47012	CIP Bonds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
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%
47013	Bond Disclosure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
47014	47014					
430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600	Principal	\$90,000.00	\$0.00	\$90,000.00	\$0.00	100.00%
610	Interest	\$10,563.00	\$0.00	\$6,012.50	\$4,550.50	56.92%
620	Fiscal Agent s Fees	\$275.00	\$0.00	\$495.00	-\$220.00	180.00%
47014	47014	\$100,838.00	\$0.00	\$96,507.50	\$4,330.50	95.71%
47015	47015 Series 2015B/2021A					
600	Principal	\$120,000.00	\$0.00	\$120,000.00	\$0.00	100.00%
610	Interest	\$13,700.00	\$0.00	\$7,450.00	\$6,250.00	54.38%
620	Fiscal Agent s Fees	\$275.00	\$0.00	\$495.00	-\$220.00	180.00%
47015	47015 Series 2015B/2021A	\$133,975.00	\$0.00	\$127,945.00	\$6,030.00	95.50%
47100	2022A ROAD BONDS					
600	Principal	\$33,000.00	\$0.00	\$33,000.00	\$0.00	100.00%
610	Interest	\$32,939.00	\$0.00	\$16,809.60	\$16,129.40	51.03%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$275.00	\$0.00	\$0.00	\$275.00	0.00%
47100	2022A ROAD BONDS	\$66,214.00	\$0.00	\$49,809.60	\$16,404.40	75.23%
47101	2022A FIRE TRUCK BONDS					
600	Principal	\$93,000.00	\$0.00	\$93,000.00	\$0.00	100.00%
610	Interest	\$19,797.00	\$0.00	\$10,856.20	\$8,940.80	54.84%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$275.00	\$0.00	\$0.00	\$275.00	0.00%
47101	2022A FIRE TRUCK BONDS	\$113,072.00	\$0.00	\$103,856.20	\$9,215.80	91.85%
301	DEBT SERVICE FUND	\$706,055.00	\$0.00	\$640,108.93	\$65,946.07	90.66%

OBJ	OBJ Descr	2024 Budget	APRIL 2024 Amt	2024 YTD Amt	2024 YTD Balance	%YTD Budget
405 TAX INCREMENT FINANCE PROJECTS						
46000 Tax Increment Financing						
351	Legal Notices Publishing	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
640	Tax Increment 1	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
641	Tax Increment 2	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
642	Tax Increment 3	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
643	Tax Increment 6	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
644	Tax Increment 7 - Stone #1	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
645	Tax Increment 8 - Crosswoods	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
646	TaxIncrement 9-C&J Dev	\$11,072.00	\$0.00	\$0.00	\$11,072.00	0.00%
650	Administrative Costs	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
46000 Tax Increment Financing		\$11,622.00	\$0.00	\$0.00	\$11,622.00	0.00%
46001 TIF 1-9 MidWest Asst Living						
646	TaxIncrement 9-C&J Dev	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
46001 TIF 1-9 MidWest Asst Living		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
405 TAX INCREMENT FINANCE PROJECTS		\$11,622.00	\$0.00	\$0.00	\$11,622.00	0.00%
502 ECONOMIC DEVELOPMENT FUND						
41940 General Government						
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
41940 General Government		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
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%
46500 Economic Develop mt (GENERAL)		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
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%
47000 \$3,815,000 GO CIP 2019A		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
47009 2003 Joint Facility						
430	Miscellaneous	\$18,100.00	\$0.00	\$0.00	\$18,100.00	0.00%
600	Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
610	Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
47009 2003 Joint Facility		\$18,100.00	\$0.00	\$0.00	\$18,100.00	0.00%
502 ECONOMIC DEVELOPMENT FUND		\$18,100.00	\$0.00	\$0.00	\$18,100.00	0.00%
601 SEWER OPERATING FUND						
43200 Sewer						
100	Wages and Salaries Dept Head	\$39,375.00	\$336.24	\$885.58	\$38,489.42	2.25%
101	Assistant	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
103	Tech 1	\$14,349.00	\$1,065.60	\$1,920.84	\$12,428.16	13.39%
104	Tech 2	\$66,605.00	\$4,917.44	\$18,347.06	\$48,257.94	27.55%

OBJ	OBJ Descr	2024 Budget	APRIL 2024 Amt	2024 YTD Amt	2024 YTD Balance	%YTD Budget
107	Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
108	Tech 3	\$17,728.00	\$139.55	\$1,060.58	\$16,667.42	5.98%
121	PERA	\$10,354.00	\$484.41	\$1,928.45	\$8,425.55	18.63%
122	FICA	\$10,561.00	\$444.50	\$1,801.64	\$8,759.36	17.06%
131	Employer Paid Health	\$33,712.00	\$1,858.00	\$6,220.58	\$27,491.42	18.45%
132	Employer Paid Disability	\$1,068.00	\$60.63	\$242.52	\$825.48	22.71%
133	Employer Paid Dental	\$2,798.00	\$122.55	\$386.83	\$2,411.17	13.83%
134	Employer Paid Life	\$148.00	\$4.30	\$16.44	\$131.56	11.11%
136	Deferred Compensation	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
151	Workers Comp Insurance	\$3,196.00	\$0.00	\$3,856.00	-\$660.00	120.65%
152	Health Savings Account Contrib	\$10,880.00	\$1,600.00	\$3,200.00	\$7,680.00	29.41%
200	Office Supplies	\$500.00	\$0.00	\$42.18	\$457.82	8.44%
208	Instruction Fees	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
210	Operating Supplies	\$3,000.00	\$277.40	\$522.45	\$2,477.55	17.42%
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	\$449.35	\$10,382.19	\$14,617.81	41.53%
221	Repair/Maint Vehicles 302	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
222	Tires	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
223	Bldg Repair Suppl/Maintenance	\$8,000.00	\$0.00	\$216.93	\$7,783.07	2.71%
229	Oper/Maint - Lift Station	\$10,000.00	\$434.46	\$1,221.56	\$8,778.44	12.22%
230	Repair/Maint - Collection Syst	\$10,000.00	\$207.56	\$207.56	\$9,792.44	2.08%
231	Chemicals	\$18,000.00	\$1,360.70	\$4,620.20	\$13,379.80	25.67%
258	Unif FIRE/Pat/Mark	\$1,000.00	\$0.00	\$230.00	\$770.00	23.00%
303	Engineering Fees	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
304	Legal Fees (Civil)	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
320	Communications	\$4,556.00	\$470.32	\$1,411.36	\$3,144.64	30.98%
321	Communications-Cellular	\$1,600.00	\$49.78	\$149.34	\$1,450.66	9.33%
322	Postage	\$800.00	\$0.00	\$345.55	\$454.45	43.19%
331	Travel Expenses	\$2,500.00	\$0.00	\$873.52	\$1,626.48	34.94%
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	\$16,161.00	\$14,796.98	\$14,796.98	\$1,364.02	91.56%
381	Electric Utilities	\$38,000.00	\$3,113.94	\$8,901.54	\$29,098.46	23.43%
383	Gas Utilities	\$3,000.00	\$294.09	\$699.29	\$2,300.71	23.31%
384	Refuse/Garbage Disposal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
406	Lab Testing	\$22,000.00	\$2,023.50	\$3,562.86	\$18,437.14	16.19%
407	Sludge Disposal	\$45,000.00	\$0.00	\$13,417.50	\$31,582.50	29.82%
420	Depreciation Expense	\$360,000.00	\$0.00	\$0.00	\$360,000.00	0.00%
430	Miscellaneous	\$200.00	\$25.00	\$25.00	\$175.00	12.50%
433	Dues/Contracts/Subscriptions	\$5,000.00	\$65.50	\$4,499.00	\$501.00	89.98%
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 -	\$216,000.00	\$0.00	\$0.00	\$216,000.00	0.00%
553	Capital Outlay - Other	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
554	Capital Outlay - Ox Ditch Bldg	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
555	Capital Outlay - Sewer Biosol	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
556	Capital Outlay - Sewer Exten	\$0.00	\$0.00	\$604.00	-\$604.00	0.00%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
43200	Sewer	\$1,013,341.00	\$34,601.80	\$108,045.53	\$905,295.47	10.66%
47007	2003 Series A Disposal					
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
47007	2003 Series A Disposal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

OBJ	OBJ Descr	2024 Budget	APRIL 2024 Amt	2024 YTD Amt	2024 YTD Balance	%YTD Budget
601	SEWER OPERATING FUND	\$1,013,341.00	\$34,601.80	\$108,045.53	\$905,295.47	10.66%
651	SEWER RESTRICTED SINKING FUND					
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%
43200	Sewer	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
47007	2003 Series A Disposal					
600	Principal	\$205,000.00	\$0.00	\$205,000.00	\$0.00	100.00%
610	Interest	\$440.00	\$0.00	\$2,613.75	-\$2,173.75	594.03%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$275.00	\$0.00	\$0.00	\$275.00	0.00%
720	Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
47007	2003 Series A Disposal	\$205,715.00	\$0.00	\$207,613.75	-\$1,898.75	100.92%
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	\$9,411.00	\$0.00	\$5,552.50	\$3,858.50	59.00%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$275.00	\$0.00	\$0.00	\$275.00	0.00%
47008	2003 Series B Sewer	\$109,686.00	\$0.00	\$105,552.50	\$4,133.50	96.23%
47102	2022A SEWER BONDS					
600	Principal	\$41,000.00	\$0.00	\$41,000.00	\$0.00	100.00%
610	Interest	\$70,266.00	\$0.00	\$35,555.60	\$34,710.40	50.60%
615	Issuance Costs (Other Financin	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
620	Fiscal Agent s Fees	\$275.00	\$0.00	\$0.00	\$275.00	0.00%
47102	2022A SEWER BONDS	\$111,541.00	\$0.00	\$76,555.60	\$34,985.40	68.63%
651	SEWER RESTRICTED SINKING FUND	\$426,942.00	\$0.00	\$389,721.85	\$37,220.15	91.28%
		\$8,829,277.00	\$607,971.37	\$3,215,608.45	\$5,609,001.91	36.44%

C.12.

BILLS FOR APPROVAL
May 13, 2024

VENDORS	DEPT		AMOUNT
AAA Equipment Center, belt, kit-Hydro service	PW		480.05
Ace Hardware, sticky notes	Sewer		25.18
Ace Hardware, swivel casters	Park		39.56
Ace Hardware, chain, spotlight	Park		131.39
Ace Hardware, wall hydrant	Sewer		51.82
Ace Hardware, chain lube	Park		12.59
Ace Hardware, bar clamp	Park		53.98
Ace Hardware, bolts, chain	Park		56.58
Ace Hardware, tape, glue, brushes	Park		49.82
Ace Hardware, outlet covers	Park		13.28
Ace Hardware, batteries, socket	Park		25.21
Ace Hardware, surge protector	Gov't		17.99
Ace Hardware, hole saw kit	PW		49.47
Ace Hardware, hook	Sewer		26.99
Ace Hardware, oxygen	Sewer		44.42
Ace Hardware, bits, bit holder	PW		17.61
Ace Hardware, socket set, adapter	PW		19.78
Ace Hardware, paint	Park		23.77
Ace Hardware, bolts	Park		2.34
Ace Hardware, signs, bird food, wd40	Park		41.81
Ace Hardware, hardware	Park		69.05
Ace Hardware, faucet kit, valves	Park		160.16
Ace Hardware, pipe, adapter	Park		26.00
Ace Hardware, pipe, adapter, pex ball, tee, valve	Park		35.06
Ace Hardware, tape measure	PW		32.08
Ace Hardware, duct tape, hardware	Park		23.89
Ace Hardware, valve	Park		12.59
Ace Hardware, bibb hose ball valve	Park		17.09
Ace Hardware, cleaner	Park		5.93
Ace Hardware, sealant	Sewer		13.49
Ace Hardware, cart	Sewer		107.99
Ace Hardware, grease	Sewer		8.63
Ace Hardware, hardware	Park		117.13
Ace Hardware, hardware	Park		8.07
Aercor, annual firewall renewal	PW		148.20
Aramark, mat service	PW	pd 4-10	75.65
Aspen Mills, uniform	Fire	pd 5-1	448.41
Aspen Mills, uniform	Fire	pd 5-1	121.71
Aspen Mills, uniform	Fire	pd 5-1	151.06
Aspen Mills, uniform	Fire		540.00
Aspen Mills, uniform	Fire		535.74
Aspen Mills, uniform	Fire		84.70
Aspen Mills, uniform	Fire		34.50
Aspen Mills, uniform	Fire		3,429.92
Aspen Mills, uniform	Fire		174.11
Aspen Mills, uniform	Fire		2,939.60

AT&T, cell phone and ipad charges	ALL		643.68
AT&T, cell phone and ipad charges	ALL	pd 4-12	1,204.82
AW Research, water testing	Sewer		703.44
AW Research, water testing	Sewer		1,250.76
Baker & Taylor, books	Library		70.01
Ballistic Defense, firearms instructor training	Police		700.00
Banyon Data Systems, utility billing support	Sewer		1,230.00
BCA, background check	Park	pd 4-12	15.00
BCA, background check	Park	pd 4-25	15.00
BCA, background check	Park	pd 4-25	15.00
BCA, background check	Gov't	pd 5-7	33.25
Becky's Pest Solution	Sewer		159.00
Bjorklund, red ball lime	Park		1,875.00
Bolton & Menk, 2022 road improvements	PW		43.00
Bolton & Menk, road improvements year 1 services	PW		1,463.00
Bolton & Menk, year 1 road improvement plan	PW		2,821.50
Bolton & Menk, cemetery platting & access design	Cemetery		927.50
Bolton & Menk, cemetery platting	Cemetery		984.00
Bolton & Menk, general engineering	PW		3,696.50
Bolton & Menk, field services survey/wetland	PZ		12,928.00
Bolton & Menk, moonlite bay sewer extension	Sewer		522.50
Bolton & Menk, moonlite bay sewer extension	Sewer		627.00
Bolton & Menk, site master plan	Park		1,482.50
Brainerd Medical Supply	Fire		187.32
Brinks Wetlands Services, update gis system	PZ	pd 5-1	1,072.50
City of Crosslake, sewer utilities	ALL		195.00
Clean Team, may 2024 cleaning	ALL		3,931.25
Clifton Larson Allen, payment #2 audit services	Admin	pd 4-25	10,797.15
Clifton Larson Allen, gasb reporting, capital assets	Admin		5,985.00
Collins Brothers Towing, tow plow truck	PW	pd 5-1	833.50
Council #65, union dues	Gov't		479.68
Crysteel Truck Equipment 2 ford silverados & install equipment	PW		80,980.00
Croix Management, pine river overlook park	Park	pd 4-12	4,000.00
Croix Management, pine river overlook park FINAL pmt.	Park		4,000.00
Crow Wing County, tif administration	Gov't		100.00
Crow Wing County Attorneys Office-Ricky Jason Loer	Police		261.60
CWC Hwy Dept, shared services, capital projects agreement	PW		59,737.28
Crow Wing County Sheriffs Office, letg base fee	Police		3,965.00
Crow Wing Power, electric service	ALL	pd 4-12	7,828.85
CTC, web hosting	Gov't		10.00
Culligan, cooler rental and water	ALL		196.50
DeLage Landen Financial Services, copier lease	Park		117.00
Dell Technologies, laptop	Admin		788.50
Delta Dental, dental insurance	ALL		2,039.06
Demco, book tape	Library		37.93
DMV, license plates	Fire	pd 4-23	30.00
Dondelinger, repairs	PW		289.18
Dondelinger, oil change	PW		84.41
Eagle Engraving, engraving services	Fire	pd 4-12	32.10
Eagle Engraving, engraving services	Fire	pd 5-1	190.80
East Side Oil, filter recycling	PW		50.00

Emblem Enterprises, patches	Police		268.89
Fiks Con Roofing, new roof	Park		9,500.00
First Arriving IO, Inc.	Fire		802.37
Fortis, disability insurance	ALL		902.45
Galls, uniform	Police	pd 5-1	195.39
Galls, uniform	Police	pd 5-1	61.69
Gary's Painting, library water damage	Park		1,975.00
Granite Electronics, stubby antenna	Police	pd 5-1	41.00
Granite Electronics, programming radios	Fire		750.00
Guardian Pest Solutions, pest control	ALL		164.64
Hawkins, chemicals	Sewer		630.00
Heartland Animal Rescue, impound fees	Police		366.75
Heartland Tire, alignment	PW		378.00
Holiday Station Crosslake, fuel	Fire		11.85
Hunter Roeder, per diem meal reimbursement	Police	pd 5-1	15.00
IP Networks, firewall maintenance renewal	Admin		155.00
Jake Maier, per diem meal reimbursement	Police		65.00
Jake Maier, mileage reimbursement	Police		120.60
Jared Johnson, application refund	PZ		75.00
Jefferson Fire & Safety, ball valves	Fire	pd 5-1	1,868.71
Jerry Bohnsack, binders, dividers	Admin		25.50
John Franzen Stucco, library repairs (insurance claim)	Library		9,375.00
Kamco, crack sealing	PW		24,000.00
Life Fitness, clutch repair	Park	pd 5-1	257.30
Madden Galanter & Hansen, personnel matters	Gov't		866.29
Madden Galanter & Hansen, labor relation matters	Gov't		1,224.35
Mastercard, Adobe, monthly premium	Gov't		103.04
Mastercard, Adobe, monthly premium	Police		21.46
Mastercard, Adobe, annual premium	Admin		257.57
Mastercard, Adobe, annual premium	Police	pd 4-23	215.37
Mastercard, Active911, additional licenses	Fire		62.84
Mastercard, Active911, active alerts	Fire	pd 4-23	63.00
Mastercard, Amazon, prime monthly premium	Gov't		14.99
Mastercard, Amazon, digital thermometers	Sewer		146.66
Mastercard, Amazon, wel cap	Sewer		31.68
Mastercard, Amazon, herbacise	Park	pd 4-23	148.99
Mastercard, Amazon, seat cover	Park	pd 4-23	129.94
Mastercard, Amazon, sign	Park	pd 4-23	12.95
Mastercard, Amazon, mounting tape	Park	pd 4-23	12.24
Mastercard, Amazon, Emergency safety glow sticks	Police		19.99
Mastercard, Amazon, paper towels	Park		169.56
Mastercard, Amazon, recessed lighting	Park		78.99
Mastercard, Amazon, coffee, plates	Gov't		138.97
Mastercard, Amazon, coffee	Gov't		37.99
Mastercard, Amazon, adapter, charger	Adm/PD		41.98
Mastercard, Amazon, thermometer	Sewer		79.64
Mastercard, Amazon, battery backup, adding machine, lock	Adm/PW		409.99
Mastercard, Amazon, cleanser	Park		24.95
Mastercard, Amazon, childrens program	Park		35.98
Mastercard, Amazon, tee ball	Park		39.98
Mastercard, Amazon, boulder rock	Park		290.08
Mastercard, Amazon, battery	Police		5.81

Mastercard, Amazon, hose	Park		14.85
Mastercard, Amazon, office chair	Park		99.99
Mastercard, Amazon, yard stick	Park		9.98
Mastercard, Amazon, sticky notes, vacuum bags, binder clips	Admin		397.51
Mastercard, Amazon, GMC mud guards	PW		99.82
Mastercard, Amazon, trailer lights, floor mats	PW		129.98
Mastercard, Amazon, paper towels	PW		265.47
Mastercard, BCA, training	Police		300.00
Mastercard, Best Western, lodging	Police		479.79
Mastercard, Blue Oyster, lunch during training	Police		71.81
Mastercard, Column Software, ordinance 387	Gov't		34.26
Mastercard, Column Software, meeting notice of 4/26/24	PZ		31.71
Mastercard, Column Software, meeting notice of 5/24/24	PZ		43.27
Mastercard, Decked	PW		1,717.99
Mastercard, DMV, tab renewal	Police		523.26
Mastercard, Docusend, email bills	Sewer		25.00
Mastercard, Fleet Farm, seafoam, door lub	PW		71.17
Mastercard, Grainger	PW		229.02
Mastercard, MAPET, annual conference	Police		285.00
Mastercard, Microsoft, monthly premium	Fire		17.71
Mastercard, MPCA, continuing education	Sewer		398.39
Mastercard, Post Office, postage	Police		6.05
Mastercard, Professional Law Enforcement, training	Police		225.00
Mastercard, Rafferty's Pizza, staff meeting	Admin		88.00
Mastercard, Reeds Market, staff meeting	Park	pd 4-23	15.17
Mastercard, Reddings, ammo	Police		17.80
Mastercard, Salomon, uniform	Police	pd 4-23	260.00
Mastercard, Salt City Leatherworks, scba mask clips	Fire		849.50
Mastercard, Speedway Gas, Pat	PW		70.56
Mastercard, Taco Lindo Mexican per diem Pat	PW		34.24
Mastercard, Target, laptop case	Police		43.14
Mastercard, UPS Store, postage	Fire		12.67
Mastercard, Walmart, lawnmower blade grinder	Park		268.97
Mastercard, Zoom, monthly premium	Gov't		65.99
Mastercard, Zoro, paper towels	Park		187.38
Mastercard, Zoro, janitorial supplies	Park		460.24
Mastercard, Zoro, cedar/steel trash can	Park		569.99
MCSI, maintenance contract	Park		62.57
Medica, health insurance	ALL	ps 4-2	34,945.36
Menards, gfci, cedar post	Park		96.27
Menards, conduit, paper towels	PW		65.56
Menards, hardware	PW		15.95
Menards, tarps, copper wire, hardware	PW		215.17
Metro Sales, copier lease	Police		47.99
Metro Sales, copier lease	Police		51.44
MMUA, safety program	Gov't	pd 5-1	3,732.49
MN Life, life insurance	ALL		219.40
MN NCPERS, life insurance	Gov't		64.00
MNPEA, union dues	ALL	pd 5-7	288.00
Midwest Machinery Co, parts	Park		216.99
Momentum, snowplow repairs	PW		3,306.89
MR Sign, address sign	PW		46.68

Napa, hyd fluid	PW		100.99
Napa, oil, belt	PW		65.21
Napa, oil	Police		17.76
Nate Deshayes, uniform reimbursement	PW		225.14
North Country GM, 2024 gmc sierra	PW	pd 5-1	53,316.63
Paper Storm, document shredding	Gov't	pd 5-1	75.60
Pat Wehner	PW		50.00
Pat Wehner	PW		15.00
Placid Lake Advisors, administrator services	Admin		15,435.00
Premier Auto Repair, 2020 ford explorer towing	Police		235.50
Quadient Finance, postage meter refill	ALL		700.00
Ratwik, Roszak, & Maloney, legal fees	ALL		3,667.00
Reeds Market, business workshop	EDA		343.76
Sandia Card Solutions, library cards	Library	pd 5-1	857.06
Sensource, annual data hosting traffic count	Pk/Library		330.00
ServPro, water restoration, insurance claim	Park	pd 4-12	4,812.60
Sharyl Murphy, mileage, dropped laptop off with CTC	Admin		48.58
Shawn Peterson, uniform reimbursement	Park	pd 4-12	46.98
Shawn Peterson, uniform reimbursement	Park	pd 4-25	139.00
Shawn Peterson, hotel reimbursement-VISA *6485	Park		469.83
Shawn Peterson, per diem meals	Park		90.00
Shawn Peterson, mileage	Park		209.04
Sherwin Williams, paint	Roads	pd 5-1	725.21
Simonson Lumber, pine outside sornor	Park		6.74
Simonson Lumber, premium spf 2x6's	PW		44.22
Simonson Lumber, 10" timber screws	Park		86.00
SPA Partners, gym equipment wipes refill	Park		407.13
Specialty Soluitions, landscape seed mix	PW	pd 5-1	402.00
Specialty Soluitions, landscape seed mix	Park	pd 5-1	427.42
Specialty Soluitions, landscape seed mix	Park		353.40
State of Minnesota, Ricky Jason Loer	Police		130.80
Streichers, ammo	Police	pd 5-1	549.75
Teamsters, union dues	Police	pd 5-7	348.00
The Gathering, room rental and supplies	EDA		118.00
The Office Shop, ink cartridges	PW		50.48
The Office Shop, envelope moistener	PZ/Admin		37.02
The Office Shop, folders	Admin		204.20
The Office Shop, kitchen supplies	Gov't		20.92
The Police and Sheriffs Press, id card LeBlanc	Police		17.60
The Police and Sheriffs Press, id card Murphy	Admin		17.60
TJ Graumann, uniform reimbursement	Park		36.99
Tremolo Communications, phone, fax, cable, internet	ALL	pd 5-1	2,534.82
Tri County Septic, septic designs and inspections	PZ		1,270.00
Uline, trash cans	Park		659.86
USI Hildi Inc-actuarial valuation under GASB 75 consulting	Admin		3,950.00
US Bank, copier lease	ALL		165.00
Vestis, mat service	PW	pd 4-25	75.65
Viking Electric, accessory led red 24v	Park	pd 5-1	69.80
WW Goetsch, install pump, change bearings, seals, gaskets, oil	Sewer		6,500.00
Waste Partners, Inc.	ALL		516.75
Xcel Energy, gas utilities	ALL		1,556.29
Xtona, monthly i.t. billing	ALL		3,161.00

	TOTAL		446,313.66

ACH PAYMENTS

Deferred Comp, employee deductions	Payroll	pd 4-10	275.00
Deferred Comp, employee deductions	Payroll	pd 4-23	275.00
Deferred Comp, employee deductions	Payroll	pd 5-7	275.00
Health Care Savings Plan, employee deductions	Payroll	pd 4-10	2,490.25
Health Care Savings Plan, employee deductions	Payroll	pd 4-23	884.81
Health Care Savings Plan, employee deductions	Payroll	pd 5-7	890.25
IRS, payroll tax	Payroll	pd 4-10	8,624.20
IRS, payroll tax	Payroll	pd 4-23	8,956.50
IRS, payroll tax	Payroll	pd 5-7	12,081.35
MN Dept of Revenue, payroll tax	Payroll	pd 4-10	2,098.34
MN Dept of Revenue, payroll tax	Payroll	pd 4-23	2,107.95
MN Dept of Revenue, payroll tax	Payroll	pd 5-7	2,347.86
PERA, payroll deductions and benefits	Payroll	pd 4-10	10,694.00
PERA, payroll deductions and benefits	Payroll	pd 4-23	10,674.46
PERA, payroll deductions and benefits	Payroll	pd 5-7	11,100.96
Sales Tax	ALL	pd 4-12	276.00

D.
3.



**CROSS-JURISDICTIONAL MAINTENANCE AGREEMENT
BETWEEN CROW WING COUNTY AND THE CITY OF CROSSLAKE**

This Agreement is made and entered into this day of May 1, 2024, by and between the County of Crow Wing a political subdivision of the State of Minnesota, 326 Laurel Street, Brainerd, Minnesota, 56401, hereinafter referred to as "Crow Wing", and the City of Crosslake, a political subdivision of the State of Minnesota, 13888 Daggett Bay Road, Crosslake, MN 56442, hereinafter referred to as "Crosslake"

WHEREAS, Crosslake requests permission to perform beautification projects, which may involve County State Aid Highways (CSAH) and County Roads (CR); and,

WHEREAS, Crow Wing wishes to allow certain beautification projects within Crosslake on CSAH 3 and 66 bridges, at the discretion of the County Engineer,

NOW THEREFORE Crow Wing and Crosslake agree to the following:

1. MAINTENANCE TASKS

Crosslake will perform all maintenance and upkeep of beautification project items including but not limited to anything attached to bridges or placed in the road right of ways and will follow the stipulations as stated in this agreement. Crow Wing County will not dedicate resources for procurement, implementation, upkeep, maintenance, removal or etc. of beautification projects. If beautification items become a concern or an issue for Crow Wing, Crosslake agrees to immediately remove and restore the beautification area as it was prior to the project.

2. COSTS

Crow Wing will not incur costs for beautification projects or related activities. Crosslake agrees to restore all structures, roadways and/or road right of ways if directed by Crow Wing. If at any time Crow Wing must remove a beautification structure, project or related items, Crow Wing will invoice Crosslake for the work performed including administration fees, even if this agreement expires.

3. EXCLUSIONS

None. This agreement covers all duties, responsibilities, and expectations by both parties.



4. TERM

This Agreement shall remain in effect until May 1, 2028. At this time, the terms of this agreement will be reviewed and, if necessary, modified to suit the current conditions.

5. TERMINATION

Either entity may terminate this agreement by providing a 30-day written notice to the other party.

6. NOTICE

For purposes of delivery of any notices hereunder, the notice shall be effective if delivered to the Crow Wing County Engineer, 16589 County Road 142, Brainerd, Minnesota, 56401, Crow Wing County, and the City of Crosslake Administrator, 13888 Daggett Bay Road, Crosslake, MN 56442.

7. INDEMNIFICATION

To the extent allowed by law, Crow Wing and Crosslake mutually agree to indemnify and hold each other harmless from any claims, losses, costs, expenses or damages resulting from the acts or omissions of their respective officers, agents, or employees relating to activities conducted by either party under this Agreement.

Each party shall obtain and keep in full force and effect at its own cost and expense for the duration of this Agreement insurance coverage with limits no lower than those set forth in Minnesota Statutes § 466.04 or as may be amended. Adequate or otherwise required insurance coverage obtained through the Minnesota Counties Intergovernmental Trust, Minnesota Association of Townships Insurance Trust, or League of Minnesota Cities Insurance Trust satisfies the insurance requirements of this section.

8. 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.

9. PURPOSE

The intent of this Agreement is to establish a clear set of responsibilities and expectations with respect to beautification projects by Crosslake involving County maintained roads, bridges and road right of ways.

10. BACKGROUND

Crosslake requested permission from Crow Wing to perform beautification projects.



11. STIPULATIONS

- Beautification items cannot be implemented or placed before May 1 each year.
- Beautification items will be removed by October 1 each year.
- Crow Wing is not responsible for damage to beautification items either by others, acts of nature, through routine maintenance/construction activities or etc.
- If the bridge railing configuration changes, the city is responsible to seek approval of any modifications needed to fit the new system.
- Crow Wing maintenance, construction and traffic safety shall take precedence and if beautification items interfere or conflict with said activities, Crosslake must remove the items at the direction of Crow Wing.

**CROSS-JURISDICTIONAL MAINTENANCE AGREEMENT
BETWEEN CROW WING COUNTY AND THE CITY OF CROSSLAKE**

By: _____

Timothy Bray, P.E.
Crow Wing County Engineer

Date: _____

By: _____

David Nevin
City of Crosslake Mayor

Date: _____

ATTEST:
APPROVED:

By: _____

Stephanie Shook
Asst. Crow Wing County Attorney

Date: _____

D. 4.

**Crow Wing County Customer Fuel Sales Agreement
Between Crow Wing County and
City of Crosslake**

This Agreement is made and entered into this first day of March 1, 2024, by and between the County of Crow Wing, a political subdivision of the State of Minnesota, 326 Laurel Street, Brainerd, Minnesota 56401, hereinafter referred to as "County," and the City of Crosslake, hereinafter referred to as "Customer."

WHEREAS, the County is the owner and manager of the fuel system located at the Crosslake Joint Public Works Facility, 13870 Whipple Dr. Crosslake MN, 56442.

WHEREAS, the County is responsible for all future fuel system repairs, upgrades, and equipment replacements to this site. This includes all tanks, pumps, monitors, etc. necessary to maintain compliance with all local, state, and federal regulations.

WHEREAS, the County Highway Department is responsible for operating and maintaining the Crow Wing fuel system.

WHEREAS, Customer is desirous of purchasing fuel from County and County is desirous of selling fuel to customer.

NOW THEREFORE, in consideration of the mutual promises and agreements contained herein, County and Customer agree to the following:

1. SCOPE

County shall be responsible for providing access to their fuel system, and managing the fuel account for the Customer, this will include set up of the Customer, including work order and general ledger accounts in the financial software and fuel system software. This setup will allow access to County fuel system and will provide initial fuel key set up for the Customer's assets and provide maintenance of the account for the term of this agreement for the Customer.

This Agreement shall allow access to County's three fuel site locations which include Unleaded and Diesel products at each site:

- Site 1-HWF (Highway Fuel) 16589 County Road 142, Brainerd MN 56401
- Site 2-BRF (Laurel St.) 202 Laurel St., Brainerd MN 56401
- Site 3-XLF (Crosslake) 13870 Whipple Dr., Crosslake MN 56442

2. COSTS

Cost per gallon: County shall charge the Customer an average cost per gallon calculated by County's financial system. The Customer shall receive a monthly invoice generated by the financial system along with a monthly fuel consumption report of the Customer's fuel usage.

Overhead fee: A 10% overhead fee shall be applied per gallon of fuel purchased by the Customer.

3. **DAMAGES**

The Customer shall be responsible for any and all property damage incurred to the County fuel sites by the Customer's assets, (including but limited to vehicles, trailers, lawn mowers and/or other equipment) or their employees. The cost involved with the damages incurred shall be the responsibility of the Customer and charged accordingly through the billing process. The Fleet Manager may work with the Customer and their insurance company at his/her own discretion.

4. **EXCLUSIONS**

At no time shall the Customer be allowed to resell fuel purchased from the County.

5. **TERM**

This Agreement shall remain in effect from **March 1, 2024**, until **March 1, 2029**. The contract will be reviewed 60 days prior to its expiration and, if necessary, modified to suit the current conditions.

6. **TERMINATION**

Either party may terminate this Agreement, with or without cause, by providing a 30-day written notice to the other party.

7. **LATE PAYMENTS**

The Customer shall be responsible in keeping their account current. The Customer will be notified after 30 days of the delinquent status on their next billing statement. This contract may be terminated if the account remains delinquent for more than 90 days.

8. **NOTICE**

For purposes of delivery of any notices hereunder, the notice shall be effective if to the authorized representatives.

AUTHORIZED REPRESENTATIVE

Notification required to be provided pursuant to this Contract shall be provided to the following named persons and addresses unless otherwise stated in this contract or in a modification of this Contract.

CUSTOMER

City of Crosslake
City Administrator
13888 Daggett Bay Road
Crosslake, MN 56442
Phone (218)692-2688

COUNTY

Fleet Manager
16589 County Rd 142
Brainerd MN, 56401
218-824-1110

9. **SEVERABILITY**

The provisions of this Contract shall be deemed severable. If any part of this Contract is rendered void, invalid, or unenforceable, such rendering shall not affect the validity and enforceability of the remainder of this Contract unless the part or parts which are void, invalid, unenforceable, or shall substantially impair the value of the entire Contract with respect to either party.

10. INDEMNIFICATION

To the extent allowed by law, County and Customer mutually agree to indemnify and hold each other harmless 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.

11. MISCELLANEOUS

The Fleet Manager shall be notified by telephone within 24 hours if a fuel chip key is lost, stolen or damaged.

12. 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.

COUNTY OF CROW WING:

APPROVED AS TO FORM AND EXECUTION:

By: _____
Joe Luksik
Crow Wing County Fleet Manager

By: _____
Stephanie Shook
Assistant Crow Wing County
Attorney

Date: _____

Date: _____

CUSTOMER:

By: _____
City of Crosslake
Jerry Bohnsack
City Administrator

Date: _____

RE: City liability

City Clerk <cityclerk@cityofcrosslake.org>

Mon 3/18/2024 10:09 AM

To:Dunker, Marc <MDunker@lmc.org>

Cc:admin <admin@cityofcrosslake.org>

 2 attachments (296 KB)

City of Crosslake Fuel Sales Agreement 3-7-24.pdf; Shared Services Agreement - 2-8-24.pdf;

Charlene Nelson

City Clerk

City of Crosslake

13888 Daggett Bay Road

Crosslake, MN 56442

(218) 692-9804

From: Dunker, Marc <MDunker@lmc.org>**Sent:** Wednesday, March 13, 2024 9:59 AM**To:** City Clerk <cityclerk@cityofcrosslake.org>**Subject:** FW: City liability

Jerry

Here is the answer provided by our legal staff. Please review below.

I would add that you might want to discuss specific coverage details with your agent. You may find that your agent can provide additional coverage outside the league for broadened pollution coverage.

In addition to that, to answer your question about the PetroFund here is a link to their website

<https://mn.gov/commerce/business/petrofund/>

Also, I have attached a document from the MPCA outlining leak detection requirements for underground petroleum tanks. Leak detection is a requirement, so if this is not currently in place, it should be. This system will give you the first indication that you have a tank or pipeline leak and would be crucial in resolving the issue quickly.

If you need further assistance, please let me know. Also, if you would like to schedule an annual loss control meeting I would be open to that too!

Please continue reading for our legal department response.

Marc

Every claim has to be evaluated on the specific facts so it's difficult to state with certainty when a claim would be covered.

There is a broad exclusion in LMCIT's liability coverage for any pollution claims, but there are a few limited exceptions.

A pollution claim includes any claims for damages arising out of the actual, alleged, or threatened existence, discharge, dispersal, seepage, migration, release or escape of pollutants. Pollutants are defined as any solid, liquid, gaseous or thermal irritant or contaminant, including smoke, vapor, soot, fumes, acids, alkalis, chemicals, and waste. Waste includes materials to be recycled, reconditioned, or reclaimed.

LMCIT's liability coverage includes an exception for "limited contamination liability claims." There is a \$3 million annual aggregate for the following types of claims:

- Any claim for damages arising out of pesticide or herbicide application operations.*
- Any claim for damages which resulted from a "sudden occurrence" which was caused by an actual, alleged, or threatened discharge, dispersal, release, or escape of pollutants; or arises from the accidental rupture, backup, or overflow of the member's sanitary sewer, storm sewer, or water supply systems.*
- Any lead or asbestos claim, unless the actual, alleged, or threatened discharge, dispersal, release, escape, use, distribution, or handling of lead or asbestos took place at or from any landfill, dump, or other site or location presently or formerly used by or for the member or others for the handling, storage, disposal, processing, or treatment of pollutants.*
- Any excavation or dredging claim.*
- Any mold claim.*
- Any claim for damages arising out of heat, smoke, or fumes from a hostile fire or controlled burn. A hostile fire is a fire which becomes uncontrollable or breaks out from where it was intended to be.*

The term "sudden occurrence" means an accident or a related series of accidents where the release of pollutants may have resulted, and for which begin and end within 72 hours.

As a general rule, LMCIT excludes coverage for non-sudden pollution. So if there was a slow leak over time, which seems to be the main concern in the city's question below, there likely would not be liability coverage.

Minnesota's Petrofund provides reimbursement for 90 percent of the clean-up and liability costs from a petroleum storage tank leak or spill, up to \$1 million.

LMCIT's property coverage automatically provides reimbursement coverage for the member's 10 percent share of these costs, and for associated defense costs.

If there is a claim that is not covered, the parties would probably need to investigate to see if one party's negligence caused the claim. The parties would also look to the terms of the agreement.

Chris

Christopher Smith | Risk Management Attorney
Phone: (651) 281-1269 | Fax: (651) 281-1296
csmith@lmc.org

From: Dunker, Marc <MDunker@lmc.org>
Sent: Tuesday, March 12, 2024 3:04 PM
To: cityclerk@cityofcrosslake.org
Subject: FW: City liability

Hello Jerry

My coworker Julie forwarded this request for information on to me. The City of Crosslake is in my service district.

I will offer assistance with your questions. Please allow some time to visit with legal and underwriting to answer all your questions. I am familiar with the building, the operations, and the shared use agreement as is

underwriting.

First, do you know if a written contract or agreement exists with the county for this structure and its use? If so, does that address shared liability? You may want to locate that contract and send it over to me, I can ask our contract attorney to review it.

If you find that, please send it over. Meanwhile, hold tight, I or someone here will be in touch with you as we dissect these questions.

Marc

Marc Dunker | Senior Loss Control Consultant

Phone: (612) 463.8886

mdunker@lmc.org

League of Minnesota Cities | 145 University Ave. West | St. Paul, MN 55103

www.lmc.org | [Facebook](#) | [Twitter](#) | [Podcast](#)

Recommendations and comments are provided for loss control and risk exposure improvement purposes only in conjunction with the insurance program referenced in this communication. They are not made for the purpose of complying with the requirements of any law, rule or regulation. We do not infer or imply in the making of these recommendations and comments that all sites were reviewed or that all possible hazards were noted. The final responsibility for conducting safety, loss control and risk management programs must rest with the insured.

From: admin <admin@cityofcrosslake.org>
Sent: Tuesday, March 12, 2024 11:41:28 AM
To: Jelen, Julie <jjelen@lmc.org>
Cc: City Clerk <cityclerk@cityofcrosslake.org>
Subject: City liability

You don't often get email from admin@cityofcrosslake.org. [Learn why this is important](#)

Good Morning

The City of Crosslake and Crow Wing County share a maintenance facility that is located on property that is owned by the City of Crosslake. The facility was built with a cost share agreement and continuing maintenance agreement , (53% county 47% city) . The property also hosts a county installed and owned fuel system, (tanks, pumps,& monitors).

The City has an agreement with the county to purchase fuel from the system. Since the system is located on City owned property , members of the City Council are questioning the City's future liability if a leak in any of the system tanks should develop a leak.

Q. Does the City inherit liability for a leak in the county owned system?

Q. If there is liability, Do we have coverage?

Q. In the event of a Leak, what is the role of the Petro Fund?

Any advice or council that you can give us is greatly appreciated.

Thank you!

Jerry Bohnsack Interim Admin.

D.5.

City of Crosslake

RESOLUTION 24-_____

RESOLUTION ACCEPTING DONATION(S)

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

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

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

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

FROM	DONATION	INTENDED PURPOSE
Crosslake Firefighters Relief Association	\$1,524.15	Uniforms

; 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 May, 2024.

David Nevin
Mayor

ATTEST:

Charlene Nelson
City Clerk (SEAL)

D.6.

2024 Budget Adjustments

Account Number	Description	Debit	Credit
101-41400-101	City Treas./Deputy Clerk	\$ 76,000.00	
101-41400-121	PERA	\$ 5,700.00	
101-41400-122	FICA	\$ 5,814.00	
101-41600-301	Accounting (ABDO)	\$ 15,000.00	
101-41400-470	Consulting (Recruiter)	\$ 15,000.00	
10141940-208	Instruction Fees		\$ 28,000.00
101-41940-101	Assistant		\$ 105,000.00
101-41940-121	Pera		\$ 8,074.00
101-41940-122	FICA		\$ 7,916.00
101-42210-101	Assistant		\$ 78,021.00
101-43000-553	PW C/O other		\$ 165,000.00
101-41940-131	Health		\$ 20,000.00
101-41400-100	City Admin	\$ 200,000.00	
101-41600-307	Labor attorney	\$ 10,000.00	
101-41600-304	Civil attorney	\$ 9,000.00	
10142110-104	tech 2	\$ 75,497.00	
		\$ 412,011.00	\$ 412,011.00

I'm not sure who is tech 2 and if the Seargent is the Assittant? Should be cleared up for future.

D.7.

MEMO TO: City Council

FROM: Mayor Nevin

DATE: May 9, 2024

SUBJECT: Commission Appointment

I hereby recommend the following appointment:

Planning and Zoning Commission

Jeremy Johnson appointment as alternate



CITY OF CROSSLAKE
APPLICATION FOR APPOINTMENT TO CITY BOARD OR COMMISSION

PERSONAL INFORMATION

Name: Last Johnson First Jeremy

Address: _____

Phone: (H) _____ (W) _____ (Cell) _____

Occupation: Press Room Lead Employer: Clow Stamping Company

Email Address: _____

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

If yes, how long have you been a Crosslake resident or property owner? 8 1/2 yrs

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

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

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

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

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

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

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

I feel like Crosslake is a great place to live and visit and I would like to keep it that way. Change is good but it needs to be done the right way.

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

I don't pre-judge anything & will always be fair. I think I have common sense and can see the big picture of things.

(over)

What are the most important issues facing our community over the next several years? What do you think the role of your board or commission should be in addressing those issues?

Trying to keep Crosslake feeling like a small town while still having growth. I think the board/commission's role in this is to find the right balance of growth and not losing the appeal of Crosslake

Attendance: Are you aware of the importance of regular meeting attendance, including the time commitment involved in preparing for meetings, and do you feel you have the time available to be an active participant? Yes No

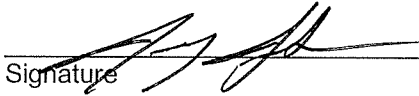
Comments:

I work Friday - Sunday leave to 6 PM but I have already discussed this with Clow and they are onboard if I need time off on Fridays for this

POTENTIAL CONFLICTS

Conflicts of Interest may arise by the participation in any activity, recommended action, or decision from which you receive or could potentially receive direct or indirect personal financial gain. In accordance with this definition, do you have any legal or equitable interest in any business which could be construed as a conflict of interest? Yes No

If yes, please explain:

Signature  Date 4/17/2024

Note: The selection process will vary according to the number of applications and vacancies, and may not include interviews with all applicants.

THANK YOU FOR YOUR INTEREST IN SERVING ON A CITY BOARD OR COMMISSION!

Please return application to:
City of Crosslake
37028 County Road 66
Crosslake, MN 56442
218-692-2688 Phone
218-692-2687 Fax

DATA PRACTICES ADVISORY

We are required to provide the following information to you. Under Minnesota law, some of the information requested above is public information, which must be provided to anyone who requests it. Some of it is classified as private information, which is not generally available to the public. However, all of the information will be used by the City Council in determining whether you should be appointed to a Board or Commission. Therefore, the information will be provided to the City Council in a public forum and will be reviewed in public. It will therefore be part of the public record, which will be available to anyone. Failure to provide the requested information may result in your not being considered for appointment. If you have concerns about providing any of the requested information, please contact City Hall at 218-692-2688.



You are invited to attend the Crosslake Economic Development Regional Workshop. This event will be an insightful gathering where you'll have the opportunity to hear the latest updates from Crow Wing County, about the comprehensive plan and the critical role of City & County planning.

When: June 5th

Time: 8:30am-10:00am

Location: Crosslake City Hall

Keynote: Jon Lubke (District 2 County Commissioner) and Chris Pence (Environmental Services Manager)

Jon will give a brief update on Crow Wing County. Following Jon's update, Chris will provide an in-depth overview of the ongoing development of the Comprehensive Plan. This plan will serve as a roadmap for the County's development initiatives, encompassing a range of strategies and priorities aimed at fostering sustaining growth and prosperity. Both of them will speak to the plan and the importance of City & County Planning. They will also talk about the strategies and priorities that will be implemented and measured.

Please share this with your commissions and city council members. We hope that you can join us for this important Crosslake Economic Development Regional Workshop. Should you have any questions or require further information, please do not hesitate to contact Patty Norgaard:

pattynorgaard@crosslake.net

E.
1.

April 16, 2024

Local Government Official
Crosslake
13888 Daggett Bay Road

Crosslake, MN 56442

Dear Local Government Official:

Congratulations! I am very pleased to send you the attached notification of compliance with the Local Government Pay Equity Act. Since the law was passed in 1984, jurisdictions have worked diligently to meet compliance requirements and your work is to be commended.

Minnesota Rules Chapter 3920 specifies the procedure and criteria for measuring compliance and your jurisdiction's results are attached. You may find a copy of our "Guide to Understanding Pay Equity Compliance" and other resources on our Local Government Pay Equity webpage at: <https://mn.gov/mmb/employee-relations/compensation/laws/local-gov/local-gov-pay-equity/>.

This notice and results of the compliance review are public information and must be supplied upon request to any interested party.

If you have questions or need assistance, please contact Dominique Murray at (651) 259-3805, or by email: pay.equity@state.mn.us

Again, congratulations on your achievement!

Sincerely,
Dominique Murray
Pay Equity Coordinator



Notice of Pay Equity Compliance

Presented to

Crosslake

For successfully meeting the requirements of the Local Government Pay Equity Act M.S. 471.991 - 471.999 and Minnesota rules Chapter 3920. This notice is a result of an official review of your 2024 pay equity report by Minnesota Management & Budget.

Your cooperation in complying with the local government pay equity requirements is greatly appreciated.

April 16, 2024

Date

A handwritten signature in blue ink, reading 'Jim Schowalter'.

Jim Schowalter, Commissioner

Results of Tests for Pay Equity Compliance

Date: April 16, 2024

Jurisdiction: Crosslake

ID#: 679

1. Completeness and Accuracy Test

- Passed. Required information was submitted accurately and on time.
- Passed by Exception. Request for Reconsideration approved.

2. Statistical Analysis Test

- Passed. Jurisdiction had more than three male classes and an underpayment ratio of 80% or more.
- Passed. Jurisdiction had at least six male classes, at least one class with a salary range, an underpayment ratio below 80% but a t-test that was not statistically significant.
- Passed by Exception. Request to Reconsideration approved

3. Salary Range Test

- Passed. Too few classes had an established number of years to move through a salary range.
- Passed. Salary range test showed a score of 80% or more.
- Passed by Exception. Request for Reconsideration approved.

4. Exceptional Service Pay Test

- Passed. Too few classes received exceptional service pay.
- Passed. Exceptional service pay test showed a score of 80% or more.
- Passed by Exception. Request for Reconsideration approved.

If you have questions or need assistance, please contact Dominique Murray at (651) 259-3805, or by email: pay.equity@state.mn.us

E. 3.

ORDINANCE NO. __,
AN ORDINANCE AMENDING CHAPTER 4 OF THE CITY CODE
REGARDING LOCATION RESTRICTIONS FOR
LICENSE TO SELL ALCOHOLIC BEVERAGES
CITY OF CROSSLAKE
COUNTY OF CROW WING
STATE OF MINNESOTA

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

Section 1 – Amendment. Chapter 4, Section 4-24, “Location restrictions,” of the City Code is amended as follows (underline indicates new material):

Sec. 4-23. - Location restrictions. No license for the sale of alcoholic beverages shall be granted for any building within 300 feet of any church structure. In applying this restriction, the distance shall be measured between the main front entrances following the route of ordinary pedestrian travel.

Section 2 – Effective Date. This ordinance amendment shall be in full force and effect from and after passage and publication according to state law.

Adopted by the City Council this 13 day of May, 2024.

David Nevin, Mayor

ATTEST:

Charlene Nelson, City Clerk

E. 4.

MEMO TO: City Council
FROM: City Clerk
DATE: May 7, 2024
SUBJECT: Liquor License Ownership Change for Riverside Inn

The City received notice that Riverside Inn has restructured the business model and ownership of the company. Since the passing of their father, Bob Mudek, Shane and Judd Mudek have formed an LLC and are equal partners in Riverside Inn Supper Club, LLC.

City Staff is in the process of conducting a background investigation and financial investigation as required under the City's Ordinance and as provided for under MN Statute 340A.412, subd 2.

Chapter 4, Section 4-225 of the City Code states "No license shall be transferable between persons or to a different location without prior consent of the council. Any change in individual ownership, incorporation, or substitution of partners is a transfer. It is unlawful to make any transfer in violation of this section."

Council approval of a transfer of ownership from Robert Mudek to Shane and Judd Mudek is requested.

(Council Action – Motion)

E.
5.

MEMO TO: City Council
FROM: Char Nelson, City Clerk
DATE: May 7, 2024
SUBJECT: Approval of Liquor License Application

The City has received an application for a wine and beer liquor license from Sandra Krienke of Up North Social who is opening a self-pour taproom in the building that used to be Judy's House of Gifts. They plan to serve charcuterie boards, wine, and beer.

All appropriate Minnesota Department of Public Safety Alcohol and Gambling Enforcement documents and City of Crosslake documents have been submitted to the City as well as a payment for the license fees for the period of July 2024 through June 30, 2025.

City Staff is in the process of conducting a background investigation and financial investigation as required under the City's Ordinance and as provided for under MN Statute 340A.412, subd 2.

If you approve the liquor license application for Up North Social, a motion is required contingent upon the satisfactory findings of the investigations. Once all information is collected, the documents will be forwarded to Alcohol Enforcement for final approval.

(Council Action – Motion, with contingency as noted above)

E. 6.

RESOLUTION 24-____
TO ADOPT FOR RENEWAL EXISTING LIQUOR LICENSE
ESTABLISHMENTS FOR 2024-2025

WHEREAS, the City of Crosslake does hereby resolve to adopt the Liquor License Renewals of establishments licensed in 2023-2024 for the licensing year 2024-2025:

ON SALE (INTOXICATING) - \$1500

14 Lakes Craft Brewery
Andy's
Crosswoods Golf Course
Maucieri's
Moonlite Bay
Ox Lake Tavern
Patrick's Cedar Chest
The Wharf
Zorbaz

OFF-SALE (INTOXICATING) - \$100

Andy's
Barstock Liquors
Maucieri's
Moonlite Bay
Moonlite Square
The Wharf

CLUB

American Legion Sunday \$200
American Legion On-Sale \$300

SUNDAY (INTOXICATING) - \$200

14 Lakes Craft Brewery
Andy's
Crosswoods Golf Course
Maucieri's
Moonlite Bay
Ox Lake Tavern
Patrick's Cedar Chest
The Wharf
Zorbaz

BREW PUB OFF SALE

14 Lakes Craft Brewery Taproom \$500

ON-SALE (NON-INTOX) \$75

Rafferty's

WINE \$100

Rafferty's

BE IT RESOLVED, that the City Council for the City of Crosslake, Minnesota go on record as renewing the above establishments for liquor/wine/beer licensing for the period of July 1, 2024 – June 30, 2025, at a Regular Council Meeting on the 13th day of May, 2024, after all licensing requirements are met both under local Ordinance and under MN State Statutes Chapter 340A, and approval is granted by the Minnesota Department of Public Safety Alcohol and Gambling Enforcement Division.

COUNCIL IN FAVOR – ___

COUNCIL AGAINST – ___

Jerry Bohnsack
City Administrator

David Nevin
Mayor

F. l. a.

Memorandum

Date: May 13th, 2024
From: Chief Jake Maier
Subject: Surplus Equipment

Mayor/City Council,

It is common practice to replace computers before they stop working properly (usually about 5 years). With the purchase of three new squad computers over the last three years we have old squad computers that have been sitting on a shelf and are no longer of any use to the Police Department. None of them work flawlessly. I ask that the council declare the three computers surplus. I also request the council to donate the computers to the Cuyuna Police Department as they are not worth much and although they have their issues they still can be used in some capacity.

Respectfully,

Jake Maier
Police Chief

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



F. 2. a.
13888 Daggett Bay Rd
Crosslake, Minnesota 56442
www.cityofcrosslake.org

CITY OF CROSSLAKE

PLANNING COMMISSION/BOARD OF ADJUSTMENT

April 26, 2024

9:00 A.M.

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

PUBLIC HEARING NOTICE

Applicant: Sundown Holdings Inc

Authorized Agent: N/A

Site Location: East Shore Road, Sec. 29, Twp 137, Rg 27, Crosslake, MN 56442

Request:

- Subdivision of property

To:

- Subdivide parcel # 14290822 Involving 18.78 acres into 31 tracts

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

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



STAFF REPORT

Property Owner/Applicant: Sundown Holdings Inc

Parcel Number(s): 14290822

Application Submitted: February 27, 2024

Action Deadline: April 26, 2024

City 60 Day Extension Letter sent / Deadline: NA / NA

Applicant Extension Received / Request: NA / NA

City Council Date: NA

Authorized Agent: N/A

Request: To Subdivide parcel # 14290822 Involving 18.78 acres into 31 tracts

Current Zoning: Limited Commercial

Adjacent Land Use/Zoning:

North – Limited Commercial

South – Rural Residential 5 (RR5)

East – Limited Commercial

West – Shoreland District

Parcel History:

- April 1987 – install septic
- September 1994 – 36x135 foot mini storage units
- 2005 – Zoning map amendment
- June 2007 – Metes & Bounds Subdivision
- September 2007 – Conditional use permit for a commercial planned unit development-assisted living center
- October 2013 – To move 24x30 foot cabin off of parcel
- May 2014 – Stormwater Pollution Prevention Plan (SWPPP)
- August 2023 – Preliminary plat recommendation to the city council with the city council approving the final plat
- October 2023 – Final Plat approved by the city council

City Ordinance:

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

City Community Plan:

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

Agencies Notified and Responses Received:

County Highway Dept: N/A

DNR: No comment received before packet cutoff date

City Engineer: Comment(s) received

City Attorney: N/A

Lake Association: No comment received before packet cutoff date

Crosslake Public Works: No comment received before packet cutoff date

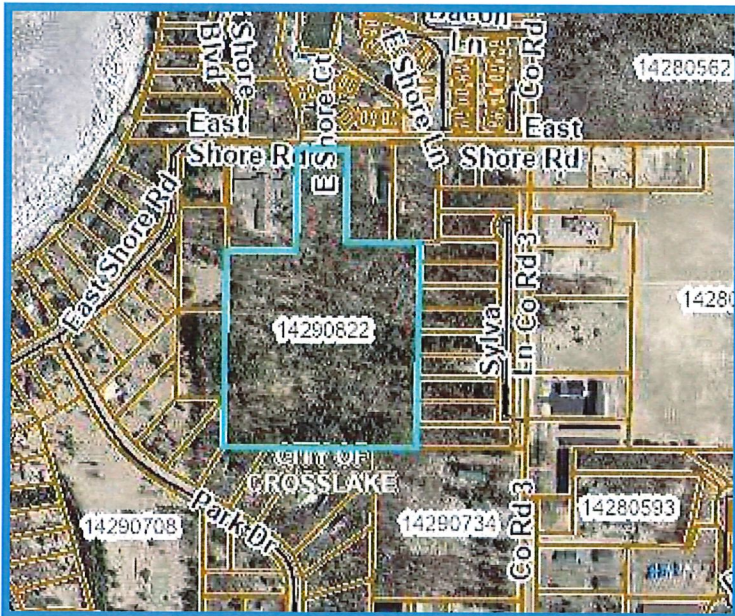
Crosslake Park, Recreation & Library: No comment received before packet cutoff date

Concerned Parties: No comment received before packet cutoff date

POSSIBLE MOTION:

To make a recommendation to the Crosslake City Council to approve/deny the subdivision of parcel # 14290822 involving 18.78 acres into 31 tracts located off of East Shore Road, Sec. 29, Twp 137, Rd 27, City of Crosslake

As shown on the certificate of survey dated 3-1-2024



Sundown Holdings Inc
14290822

Schiltz announced the preliminary plat request. Satterlund read the proposed Grand Review Second Addition preliminary plat request, notices sent out per city ordinance and Minnesota State Statue 462 requirements, project details, working with city engineer, three comments received, and history of the parcel into the record. The plat and permit process were explained, such as, the city council will make the final motion on the plat and the permitting use will follow upon the final approval as allowed by the ordinance. Schiltz invited Miller, of Miller Construction in Crosslake, the applicant/owner, to the podium. Miller explained and discussed his preliminary plat and the plans he had for it, consisting of: no residential use planned; the city ordinance requirements; submitted covenants that are stricter than the city ordinance; the traffic concerns – summers in Crosslake are always busy all over the city; waste system disposal or the lack of the need in the plans; the proposed new road to be a city road to their specs; city engineer discussions concerning the road and water retention; he is the right person to be proposing and developing this project; his phone number is at the city hall front counter for anyone to please give him a call; upscale buildings with overhangs; detailed the construction vision for the future buildings in the subdivision; the covenants will be enforced; no outside storage or outside junk; planning bigger front and side yard setbacks than the city ordinance requires; exclusive builder in this subdivision; not looking to do dwelling structures; if future use would require a septic a holding tank would work for the minimal use; lower traffic density in my proposed storage use; looking to build storage, which would be quiet; only cutting down the trees needed to construct the building; respect neighboring property; working through drainage issues; not interested in using berms, due to the additional amount of tree cutting that would be needed – want to keep the trees; possible future structure setbacks; screening; any future owner will need to go by the ordinance. The commissioners commented on: walked the property at the on-site; project is ok to hand over to the city council; recommend the city council to request extra screening between the subdivision and Golden Horizon; continue to work with city engineer on the stormwater management plan; bigger lots most likely would-be bigger buildings; traffic control. Schiltz opened the public hearing. Connie of Golden Horizon, concerns/comments: trees; surrounding community effects; community support; sad the trees came down; we know the world is changing; construction notice; anxiety issues with Golden Horizon residents; property line berm is a good idea. Hegland, located at the southwest corner of subdivision, concerns/comments: his parcel & family history; tree removal; effect wild life; storage buildings make good neighbors; in favor of storage building concept; resident of Sandcrest Association; future use of possible dwellings; outside use; make covenants permanent to prevent this development to be turned into housing; runoff from development; not in favor of a dirt berm; permanent restrictions on the subdivision. Mulder, located at the southwest corner of the subdivision, concerns/comments: runoff from the subdivision. Retrum off of East Shore Court-Nelson's East Shore Landing, concerns/comments: traffic at East Shore Rd & County Rd 3; current developer restrictions; developer sells then what restrictions would be in place. Peterson off of East Shore Rd-Nelson's East Shore Landing, concerns/comments: developer's plans would be helpful, would like to see conditions along with motion to protect the residents. Schiltz closed the public hearing. Short Break. The commissioner discussed conditions for the preliminary plat. See below for the conditions requested to go along with the recommendation of approval to the city council. Schiltz asked if any of the commissioners had additional questions, but none were forthcoming. Schiltz requested Satterlund to initiate the findings of fact procedure with the board members deliberating and responding to each question.

April 26, 2024 Action:

Motion by Volz; supported by O’Leary to recommend for approval, along with recommended conditions, to the Crosslake City Council the proposed Grand Review Second Addition preliminary plat for:

- Subdivision of property

To:

- Subdivide parcel # 14290822 Involving 18.78 acres into 31 tracts

Per the findings of fact as discussed, the on-site conducted on 4-25-2024 and as shown on the proposed Grand Review Second Addition preliminary plat received at the Planning & Zoning office dated 3-1-2024 for property located off of East Shore Road, City of Crosslake

Recommended Conditions:

1. Enter into a development agreement with the city of Crosslake as part of the final plat paperwork.
2. A written document from Phil Martin, city engineer, stating the road and stormwater management engineered plan dated _____ meets his approval – engineered plan(s) to accompany the statement at the time of final plat application submission.
3. Subdivision plat of Grand Review Second Addition to have each lot provide a stormwater management plan when submitting for a permit regardless of the impervious amount; agreed upon by the developer, Dan Miller.
4. Subdivision plat of Grand Review Second Addition to have no outside storage
5. Permanent screening between Golden Horizon and the proposed subdivision as approved by the Crosslake city engineer.
6. Minimal tree removal

Findings: See attached/packet

All members voting “Aye”, Motion carried.



City of Crosslake Planning Commission/Board of Adjustment
Sundown Holdings Inc. / Grand Review Plat Second Addition
Findings of Fact

Supporting/Denying a Preliminary Plat

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

1. Does the proposed plat conform to the City's Comprehensive Plan?

Yes No

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

2. Is the proposed plat consistent with the existing City Subdivision Ordinance? Specify the applicable sections of the ordinance.

Yes No

- Land subdivision must be accomplished in a manner that contributes to an attractive, orderly stable and wholesome community environment with adequate public services and safe streets. All land subdivisions, including plats, shall fully comply with the regulations in this chapter and as may be addressed in other chapters of this Code. (Sec. 44.1)
- The current land use classification is Limited Commercial and the proposed subdivision meets or exceed the minimum requirements for lot width and lot area
- There is adequate ingress/egress onto East Shore Drive that will be constructed.

3. Are there any other standards, rules or requirements that this plat must meet?

Yes No Specify other required standards.

- The proposed lots have adequate area for septic systems as presented in each septic site suitability submitted
- Erosion and the stormwater management plan as submitted
- There is adequate ingress/egress onto the frontage road that will be constructed

4. Is the proposed plat compatible with the present land uses in the area of the proposal?

Yes No Zoning District Limited Commercial

- It is consistent with the surrounding zoning and uses in the area
- There is adequate ingress/egress onto the frontage road that will be constructed

5. Does the plat conform to all applicable performance standards in Article 2 of the Subdivision Ordinance?

Yes No

- The current land use classification is Limited Commercial and the proposed subdivision meet or exceed the minimum requirements for lot width and lot area
- There is adequate ingress/egress onto the frontage road that will be constructed

6. How are the potential environmental impacts being resolved? (Does the plat meet the following City Standards?)

Stormwater is being finalized with the city engineer

Erosion /Sediment Control as submitted and prepared by Sonmor Consulting

No wetlands present on the property

Floodplain is not indicated on the plat

Shoreland is non-applicable. Per the ordinance, Limited commercial is allowable in the shoreland district.

Septic Systems alternate and primary sites submitted with application for each proposed & remanent parcel

7. Have the potential public health, safety or traffic generation impacts been addressed?

Yes No

- No use change proposed
- Proposed traffic appears to be of minimal use
- There is adequate ingress/egress onto the frontage road that will be constructed

8. Other issues pertinent to this matter.

- SSTS to be provided and agreed upon with winter window agreement.
- Working with City engineer on finalizing all drainage, stormwater, and retention

Decision: Motion by Volz; supported by O'Leary to recommend for approval, along with recommended conditions, to the Crosslake City Council the proposed Grand Review Second Addition preliminary plat for:

- Subdivision of property

To:

- Subdivide Parcel #14290822 Involving 18.78 acres into 31 tracts

Recommended Conditions:

- Enter into a development agreement with the city of Crosslake as part of the final plat paperwork.
- A written document of Phil Martin, city engineer, stating the road and stormwater management engineered plan dated _____ meets his approval – engineered plans to accompany the statement at the time of final plat application submission.
- Subdivision plat of Grand Review Second Addition to have each lot provide a stormwater management plan when submitting for a permit regardless of the impervious amount; agreed upon by the developer, Dan Miller.
- Subdivision plat of Grand Review Second Addition to have no outside storage.
- Permanent screening between Golden Horizon and the proposed subdivision as approved by the Crosslake city engineer.
- Minimal tree removal

Per the findings of fact as discussed and the on-site conducted on 4-25-2024 and as shown on the proposed Grand Review Second Addition preliminary plat received at the Planning and Zoning office dated 3-1-2024 for property located off of East Shore Road, City of Crosslake.

Findings: As listed above

All members voting “Aye”, motion carried.



Meeting Decision

April 26, 2024

Sundown Holdings Inc
PO Box 1080
Crosslake, MN 56442

PID# 14290822

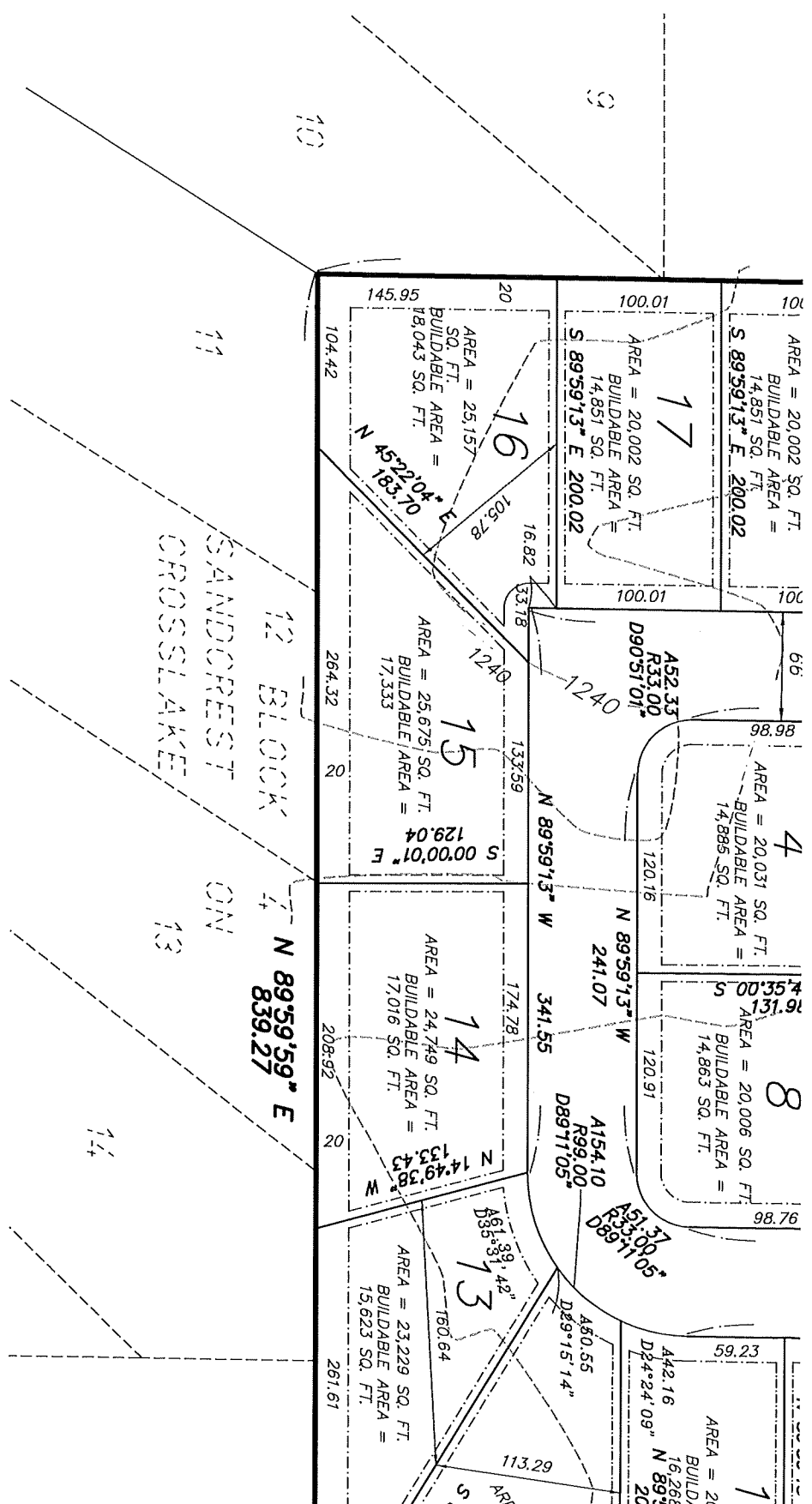
X Your application for the plat of Grand Review Second Addition has been recommended for approval to the Crosslake City Council on April 26, 2024 by the Planning Commission/Board of Adjustment.

 Your application for the plat of Grand Review Second Addition has been recommended for denial to the Crosslake City Council on April 26, 2024 by the Planning Commission/Board of Adjustment.

 Your application for the plat of Grand Review Second Addition has been postponed on April 26, 2024 by the Planning Commission/Board of Adjustment.

April 26, 2024
Date

Planning Commission/Board of Adjustment, Chair



Lakes Area SURVEYING LLC.

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



I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly licensed LAND SURVEYOR under the laws of the State of Minnesota.

Paul Herkenhoff

Paul Herkenhoff
Date: 3-1-24 License No. 45875

Revisions:

GRAND REVIEW - SECOND ADDITION PERMIT SUBMITTAL - NOT FOR CONSTRUCTION SUNDOWN HOLDINGS, INC. CROSSLAKE, MINNESOTA



LOCATION MAP
NOT TO SCALE

SHEET INDEX

CD.	TITLE SHEET
C1.0	GENERAL NOTES & TYPICAL SECTIONS
C2.0	OVERALL GRADING PLAN
C2.1-2.3	STREET PLAN & PROFILES
C3.0	EROSION CONTROL PLAN
C4.0	SWPPP
2.0F8	MADDOT STANDARD PLANS - TEMPORARY EROSION CONTROL
3.0F8	FILTER BARRIS, SEDIMENT CONTROL LOGS & BALE BARRIERS
4.0F8	DITCH CHECKS
5.0F8	STORM DRAIN INLET PROTECTION
6.0F8	STABILIZED CONSTRUCTION DIRT
8.0F8	SILT FENCE
2.0F3	CLUBFT END CONTROLS
3.0F3	MADDOT STANDARD PLANS - PERMANENT EROSION CONTROL
	TUNE ESTABLISHMENT DETAIL AT CLUBFT ENDS
	BLANKET STRIKE PATTERN FOR SLOPES

PROJECT CONTACTS

OWNER
DAN MILLER - OWNER
SUNDOWN HOLDINGS, INC.
1365 MILLER DRIVE
CROSSLAKE, MN 56442
1365miller@gmail.com
(218) 820-4288 (M)

ENGINEER
CHRISTOPHER L. BOYDOR, PE
SONMOR CONSULTING, LLC
957 GULL MADOWS LANE
EAST GULL LAKE, MN 56401
sonmor.com
(920) 270-8994 (M)

GOPHER STATE ONE CALL

811 | (651) 454-0001 | (800) 252-3186
go@gopherstateonecall.org

THE CONTRACTOR IS RESPONSIBLE FOR CONTACTING GOPHER STATE ONE CALL FOR UTILITY LOCATES.
THE CONTRACTOR SHALL CONTACT GOPHER STATE ONE CALL IN ADVANCE OF ANY GRADING OR EXCAVATION AS REQUIRED BY STATE STATUTE. THE CONTRACTOR AT NO COST TO THE OWNER, SHALL BE RESPONSIBLE FOR ANY REQUIRED UTILITY REPAIRS RESULTING FROM THEIR WORK.

CO.0	SHEET	GRAND REVIEW SECOND ADDITION TITLE SHEET CROSSLAKE, MINNESOTA	REVISIONS <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>#</th> <th>REVISION NOTE</th> <th>DATE</th> </tr> </thead> <tbody> <tr> <td>1</td> <td></td> <td></td> </tr> <tr> <td>2</td> <td></td> <td></td> </tr> <tr> <td>3</td> <td></td> <td></td> </tr> </tbody> </table>	#	REVISION NOTE	DATE	1			2			3			I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA. CHRISTOPHER L. BOYDOR 44599 04/12/2021 LICENSE NO. DATE	
#	REVISION NOTE	DATE															
1																	
2																	
3																	

GENERAL NOTES

1. WORK TO BE COMPLETED IN ACCORDANCE WITH MADDOT STANDARD SPECIFICATIONS FOR CONSTRUCTION (CURRENT EDITION).
2. THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY LEVEL. THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO GUIDELINES OF C/ASCE 38-92, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."
3. TOPOGRAPHIC SURVEY WAS COMPLETED BY LAKES AREA SURVEY.
4. CONTRACTOR IS RESPONSIBLE FOR Gopher STATE ONE CALL PRIOR TO BEGINNING ANY REMOVALS, GRADING OR EXCAVATION.
5. CONTRACTOR TO CONTACT OWNER FOR PRIVATE UTILITY LOCATES IF NEEDED.

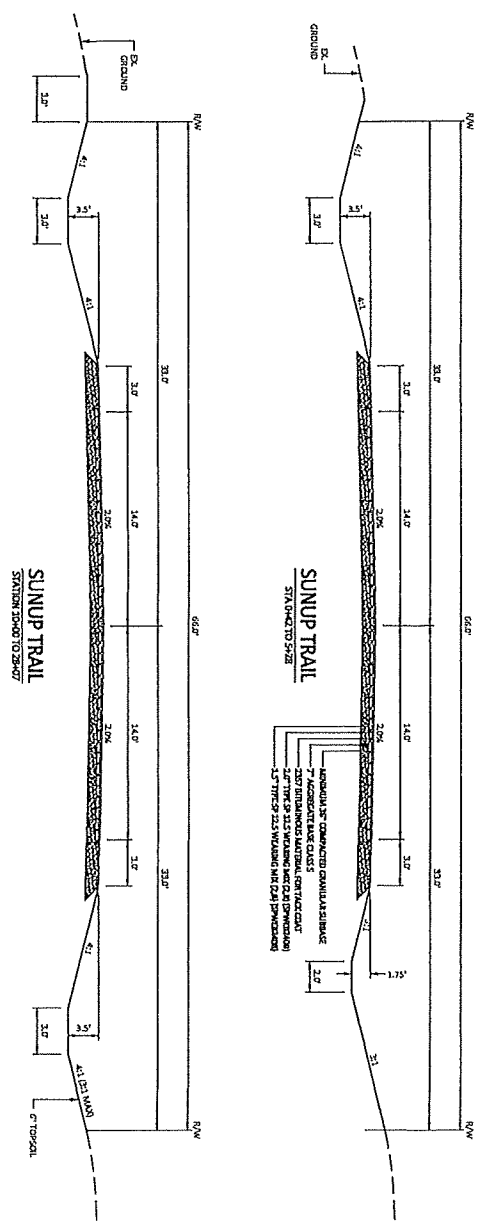
GRADING NOTES

1. ALL REGION CONTROL DEVICES ARE TO BE INSTALLED PRIOR TO BEGINNING EXCAVATION OR GRADING OPERATIONS.
2. CONTRACTOR IS RESPONSIBLE FOR Gopher STATE ONE CALL PRIOR TO BEGINNING ANY REMOVALS, GRADING OR EXCAVATION.
3. ALL SPOT ELEVATIONS ARE TO BE FINISHED GROUND (BUTYMINOUS, CONCRETE, ETC) UNLESS NOTED.
4. EXISTING TOPSOIL SHALL BE STRIPPED FROM RIGHT OF WAY. NO TOPSOIL SHALL BE LEFT IN SUBGRADE BENEATH PROPOSED PAVEMENT.
5. GRADING OPERATIONS SHALL BE LIMITED TO THE AREAS SHOWN ON THE PLANS.
6. THE CONTRACTOR SHALL TAKE PRECAUTIONS TO LIMIT THE AMOUNT OF CONSTRUCTION ACTIVITY IN THE AREAS OF THE PROPOSED STORMWATER INFILTRATION BASINS (NOTCHES).
7. IF UNSATURATED SOILS ARE DISCOVERED ON SITE, THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE OWNER.
8. COMPACT SUBGRADERS TO RELATIVE COMPACTION IN ACCORDANCE WITH ASTM D698.
9. NOTIFY THE OWNER OF BATHWORK DISCREPANCIES.
10. ROAD SECTION TO BE CONSTRUCTED PER CITY OF CROSSLAKE SEC. 44-551 - RURAL COMMERCIAL STREET STANDARD DETAIL.
11. ESTIMATED BATHWORK QUANTITIES ARE PROVIDED BELOW. A SHRINKAGE FACTOR OF 10% WAS USED IN THE CALCULATIONS:

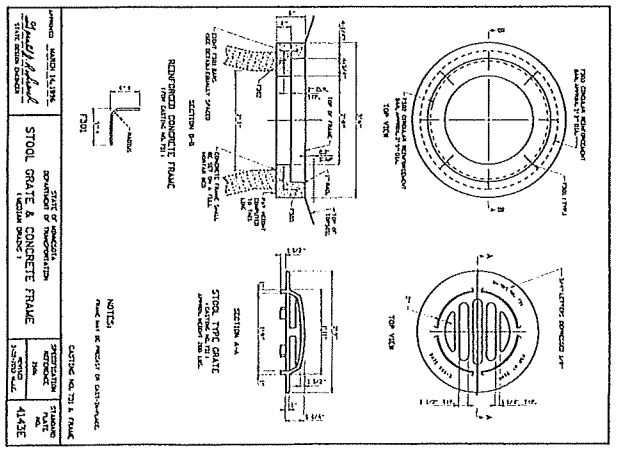
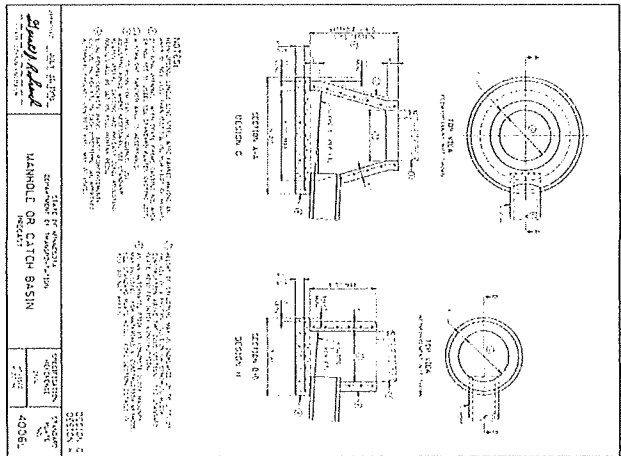
SUNUP TRAIL (STA. 0+00 TO 5+97)	
CUT	1,352 CR
FILL	50 CR
NET	1,302 CR (CUM)
SUNUP TRAIL (STA. 10+00 TO 28+07)	
CUT	6,709 CR
FILL	4,885 CR
NET	1,824 CR (CUM)
TOTAL	3,176 CR (CUM)

PAVING NOTES

1. TEST ROLL SUBGRADE SOILS USING A LOADER, TANDEM RALE TRUCK IN ACCORDANCE WITH MADDOT SPECIFICATION 211.
2. AGGREGATE BASE CLASS 5 SHALL MEET MADDOT SPECIFICATION 313B.
3. PRIOR TO FINAL PAVING, MILL OR SAWCUT STRAIGHT EDGE AT ALL CONNECTIONS TO EXISTING PAVEMENTS.
4. PAVEMENT DENSITY TO BE BY ORDINARY COMPACTION.



TYPICAL SECTIONS



NOTES:
 1. ALL DIMENSIONS ARE IN FEET AND INCHES.
 2. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
 3. ALL DIMENSIONS ARE TO CENTERLINE UNLESS NOTED OTHERWISE.
 4. ALL DIMENSIONS ARE TO CENTERLINE UNLESS NOTED OTHERWISE.
 5. ALL DIMENSIONS ARE TO CENTERLINE UNLESS NOTED OTHERWISE.
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 10. ALL DIMENSIONS ARE TO CENTERLINE UNLESS NOTED OTHERWISE.

NOTES:
 1. ALL DIMENSIONS ARE IN FEET AND INCHES.
 2. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
 3. ALL DIMENSIONS ARE TO CENTERLINE UNLESS NOTED OTHERWISE.
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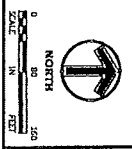
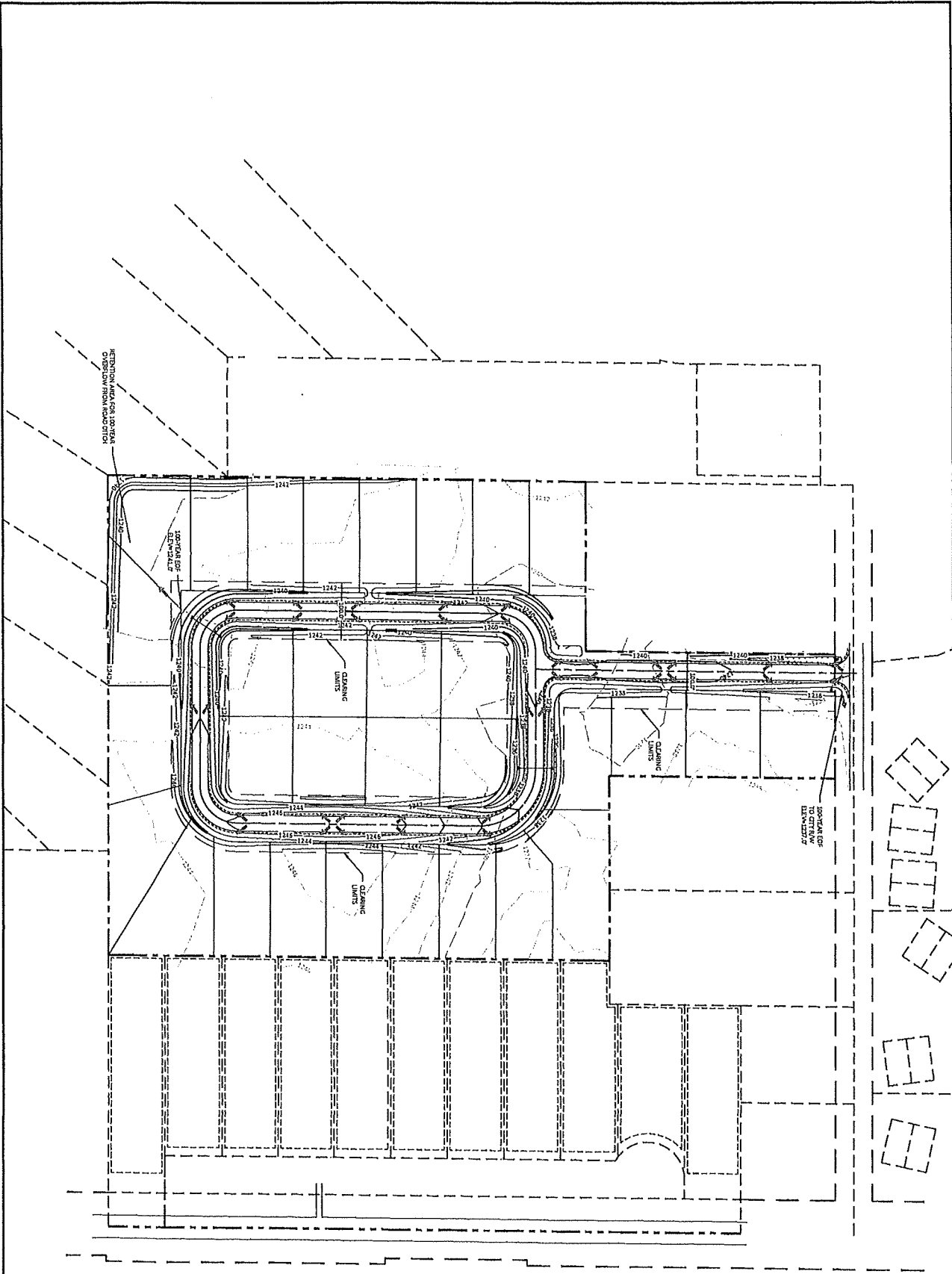
SHEET
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GRAND REVIEW SECOND ADDITION
GENERAL NOTES & TYPICAL SECTIONS
CROSSLAKE, MINNESOTA

REVISIONS		
#	REVISION NOTE	DATE
1		
2		
3		

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
 DATE: 06/12/2021
 4159
 CHRISTOPHER L. BOWEN





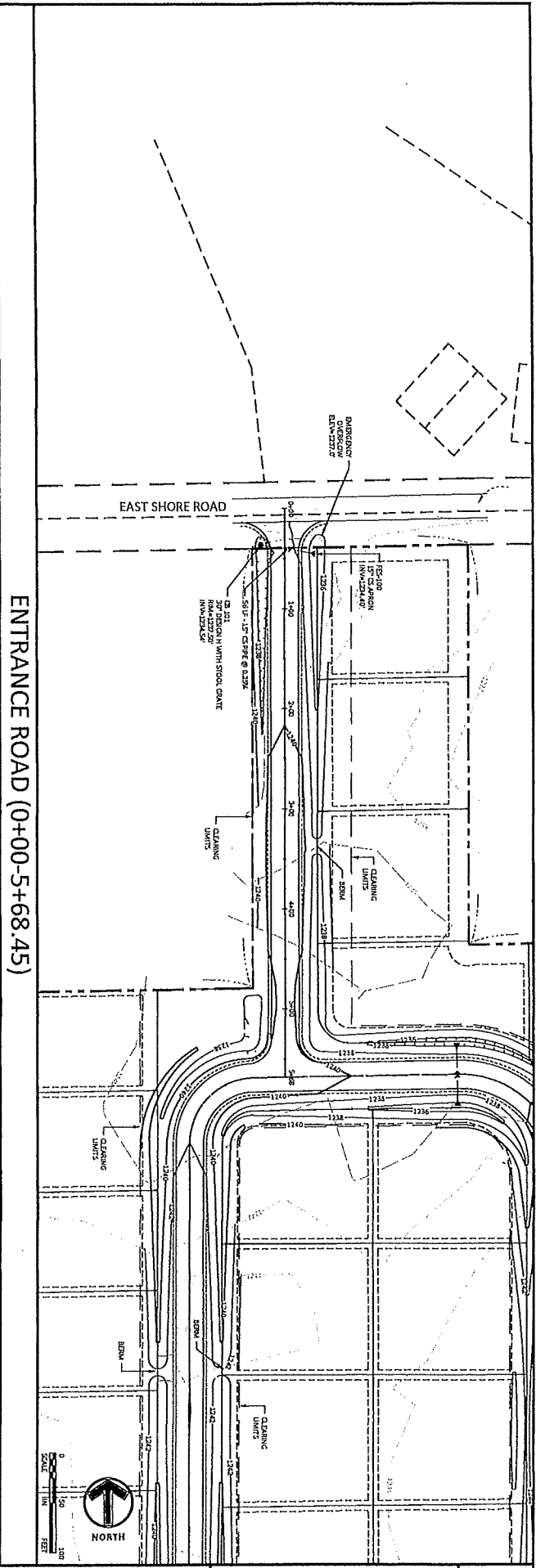
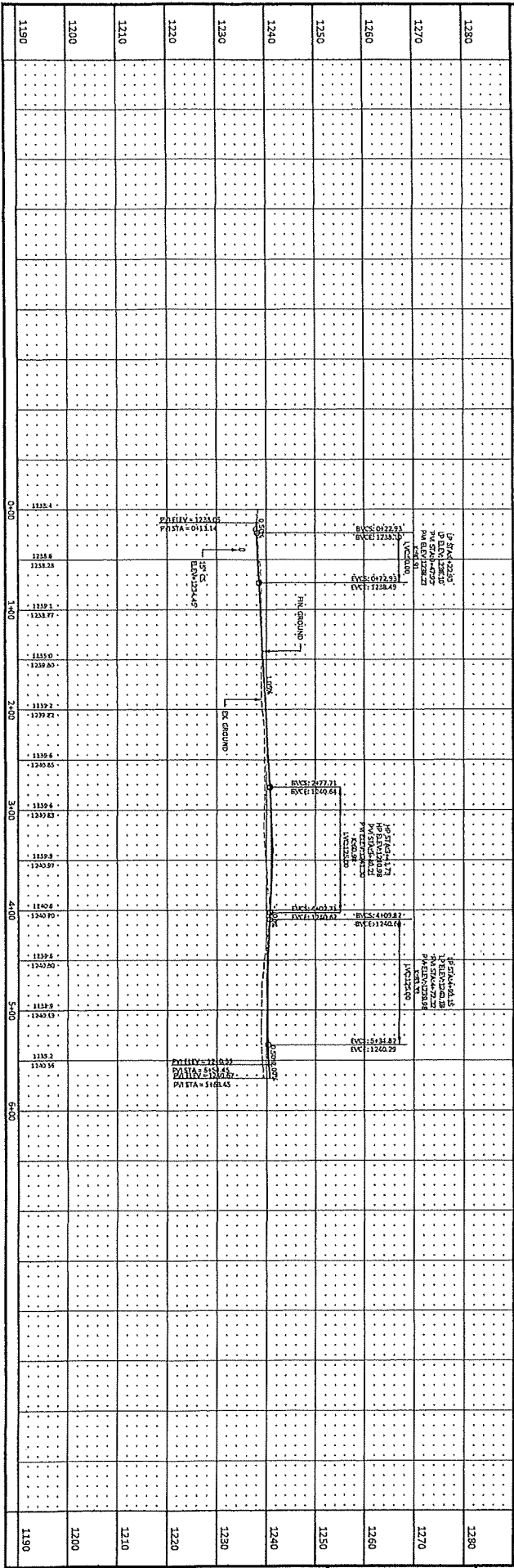
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SHEET

GRAND REVIEW SECOND ADDITION
OVERALL GRADING PLAN
 CROSSLAKE, MINNESOTA

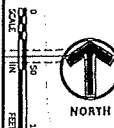
REVISIONS		
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I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
Christopher L. Rowort
 CHRISTOPHER L. ROWORT 44599 02/12/2024
 LIC. NO. DATE

SONMOR
 CONSULTING



ENTRANCE ROAD (0+00-5+68.45)



C2.1
SHEET

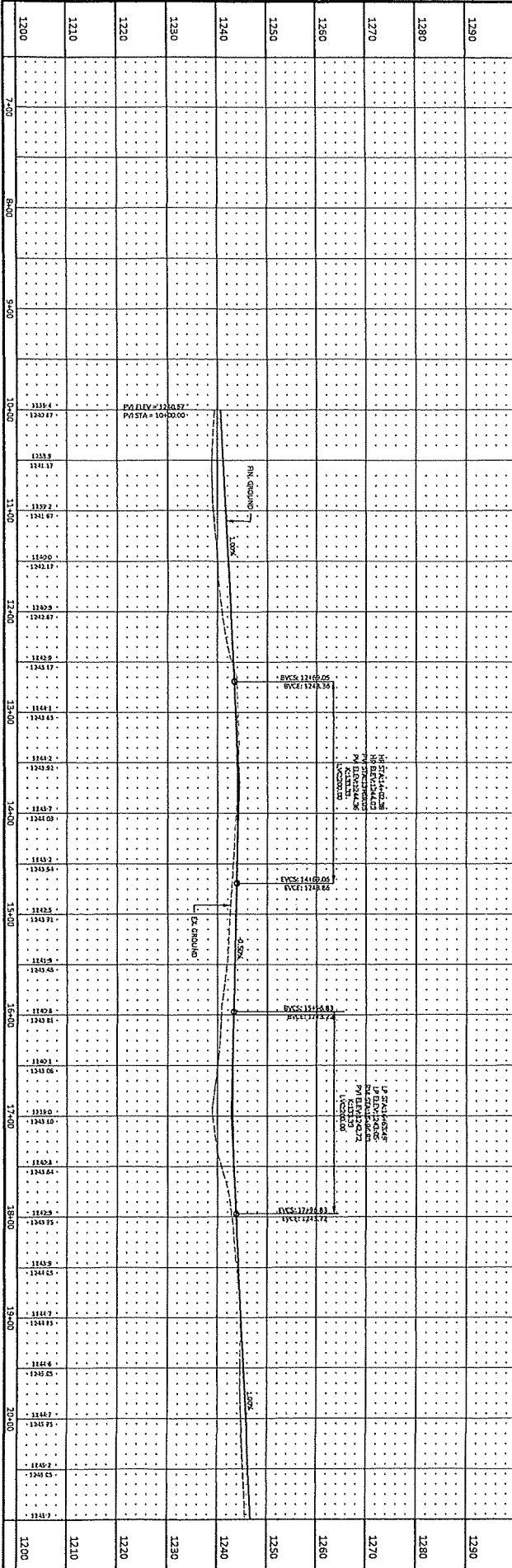
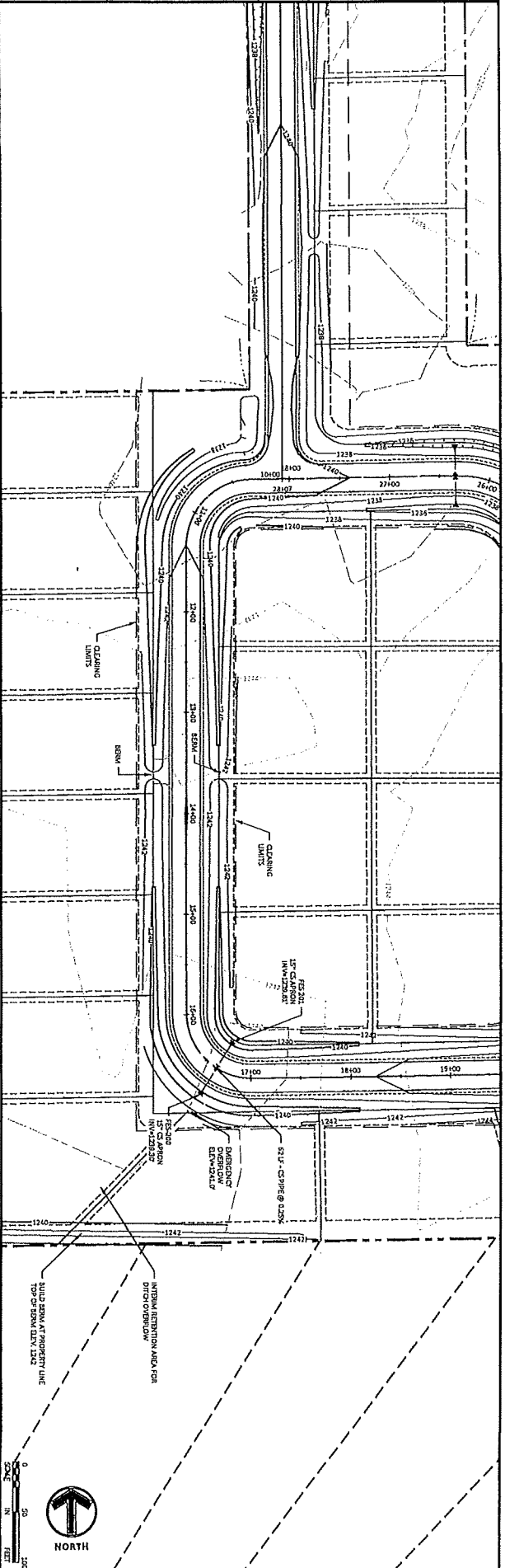
GRAND REVIEW SECOND ADDITION
ENTRANCE ROAD PLAN & PROFILE (0+00-5+68.45)
CROSSLAKE, MINNESOTA

REVISIONS		
#	REVISION NOTE	DATE
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 Christopher L. Schmitt
 41599 06/10/2024
 CHRISTOPHER L. SCHMITT LIC. NO. DATE



LOOP ROAD (10+00-18+00)



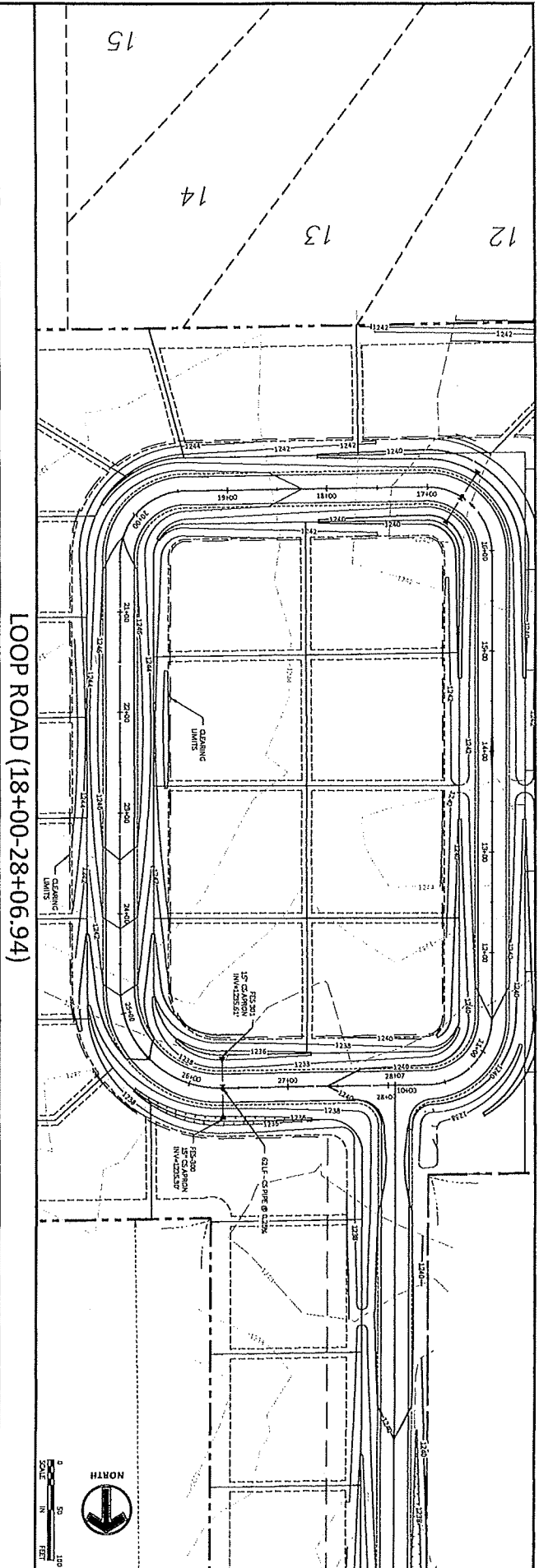
REVISIONS		
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I HEREBY CERTIFY THAT THE PLAN, SPECIFICATIONS, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
 C.K. L. Sp... 41599 04/12/2021
 CHRISTOPHER L. DOMICK LIC. NO. DATE

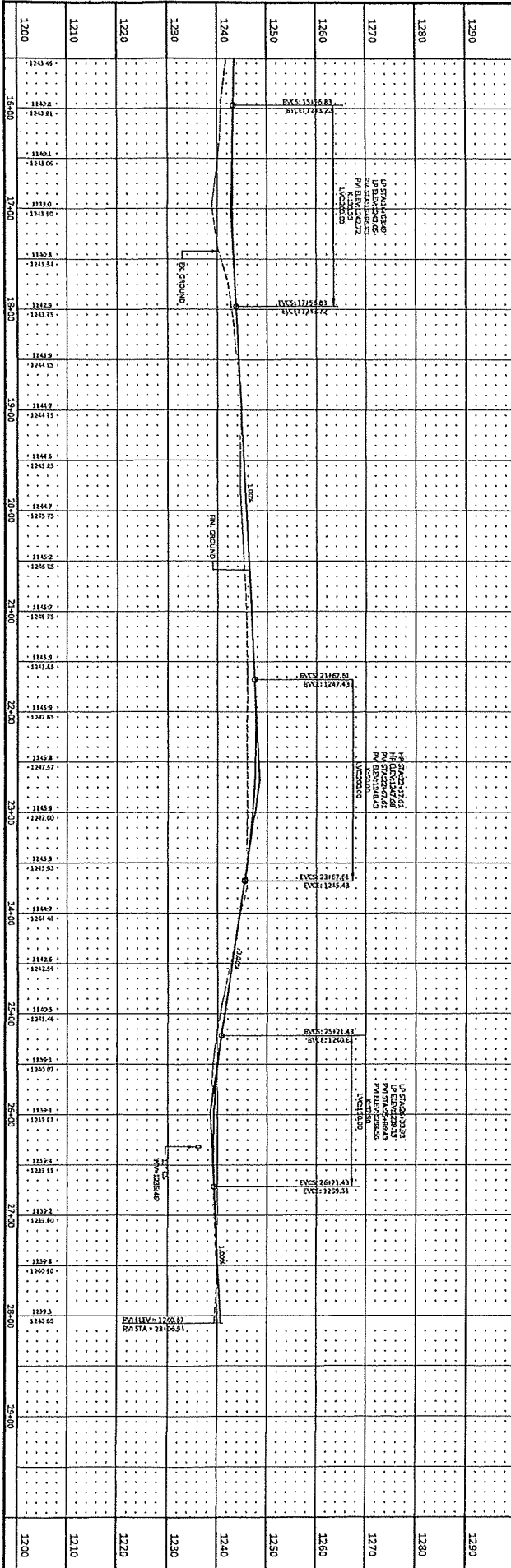
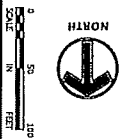


C2.2 SHEET

GRAND REVIEW SECOND ADDITION
 LOOP ROAD PLAN & PROFILE (10+00 TO 18+00)
 CROSSLAKE, MINNESOTA



LOOP ROAD (18+00-28+06.94)



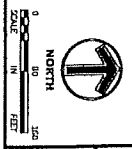
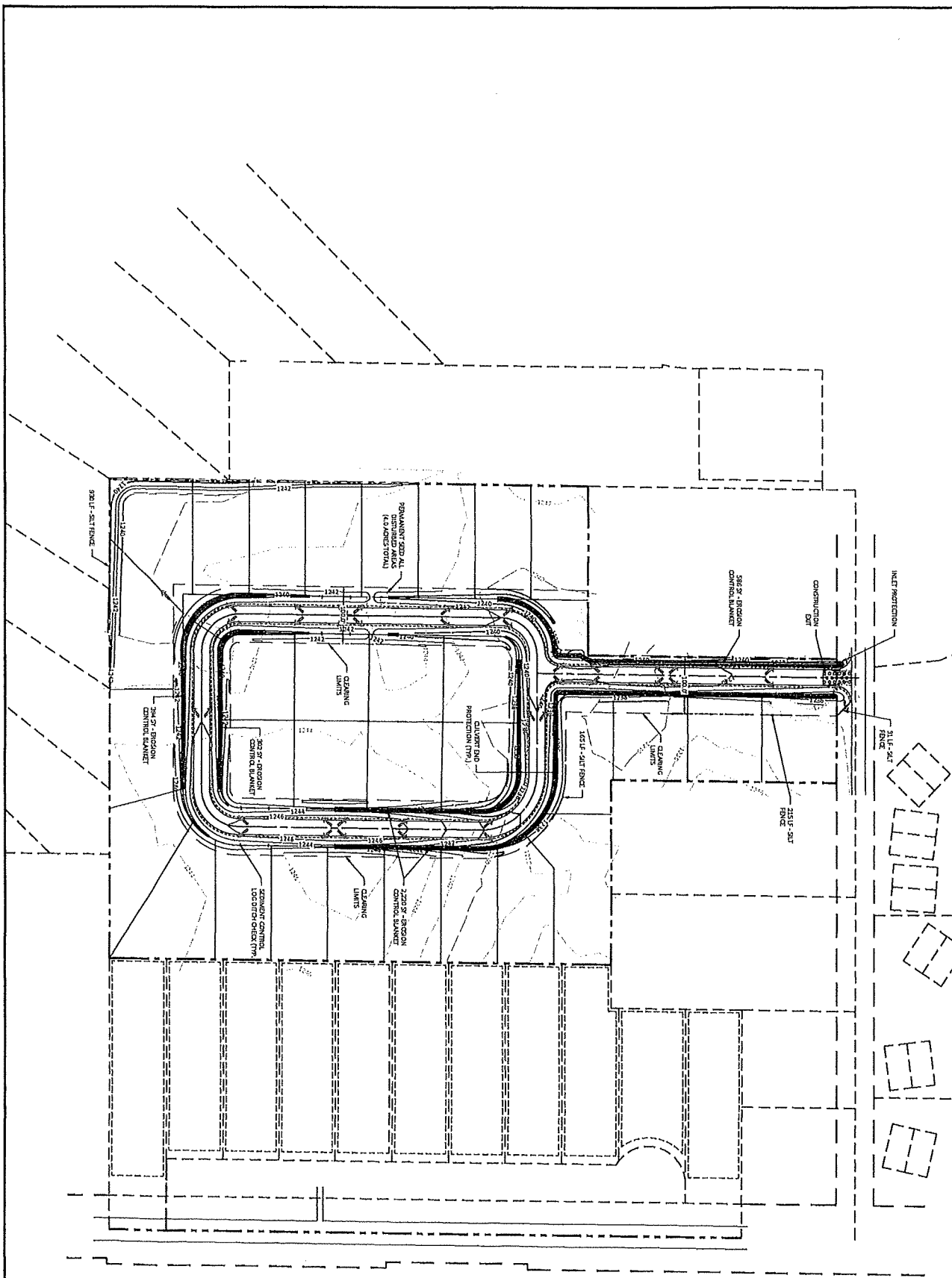
GRAND REVIEW SECOND ADDITION
 LOOP ROAD PLAN & PROFILE (18+00-28+06.94)
 CROSSLAKE, MINNESOTA

REVISIONS		
#	REVISION NOTE	DATE

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A FULLY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
 CLM
 CHRISTOPHER L. EDWARDS
 LICENSE NO. 44599
 DATE 04/12/2021



C2.3
 SHEET



SHEET
C3.0

GRAND REVIEW SECOND ADDITION
EROSION CONTROL PLAN
CROSSLAKE, MINNESOTA

REVISIONS		
#	REVISION/NOTE	DATE
1		
2		
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I HEREBY CERTIFY THAT THE PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA

Ch. L. Son
CHRISTOPHER L. SONOR LIC. NO. 41599 DATE 04/12/2021



From: [Phil Martin](#)
To: [dan miller](#); [Cheryl Stuckmayer](#)
Cc: [Patrick Wehner](#); [Andrew Beadell](#); [Chris Sonmor](#)
Subject: RE: Dan Miller's Prelim Plat Info
Date: Monday, March 25, 2024 2:26:16 PM
Attachments: [Sunup Trail Soil Boring Locations.pdf](#)

Dan / Cheryl

I attached our recommendation for soil boring locations. We would request 8-foot deep borings that classify the soil and provide standard penetration values (N-values). Normally soil investigation companies like Braun Intertec and ITT can provide the type of soil boring service we have noted.

In reviewing the storm water and road plan information submitted we noted the following:

- Add a Statement of Estimated Quantities (SEQ) to include a subgrade excavation item, topsoil borrow thickness details, seed mix type and application rates, and fertilizer type and application rates. How much subcut is planned? How much tree clearing is anticipated?
- The plans call out 12" CMP culverts. However, we understand Crosslake requires driveway culverts to be a minimum 15" diameter. Verify the use of 15" culverts and if a 2-foot deep ditch as planned provides adequate cover that does not extend into the aggregate base.
- Culverts are also shown as being installed flat...which will create a maintenance issue for the City. More depth on the ditches would give flexibility to place slope on culverts.
- Stormwater discharge location 1 is a natural low point according to lidar contours from GIS. However, this low point is outside of the project limits. There is no natural drainage route away from this location.
- Location 2 overflow swale drains onto the northwest corner of Parcel 14290814. However, parcel 14290813 is owned by Sundown Holdings and the low point of this region is on that parcel according to lidar contours from GIS so we assume that will be okay.
- Location 3 overflow is to a developed residential property. This emergency overflow swale appears that it will be sending water directly towards a house. We have concern that these homeowners would be greatly affected by any rain over 1 inch. We believe that the plans should create storage for a 100 year event or else have the storm water piped somewhere that is does not affect any residential homes.
- The typical road section conforms to the Crosslake Rural Commercial Street Standard.
- Provide onsite sewer suitability information for each lot.

Thanks

Phil Martin P.E.
218-821-7265

From: dan miller <1369miller@gmail.com>
Sent: Thursday, March 21, 2024 2:41 PM

To: Cheryl Stuckmayer <cstuckmayer@cityofcrosslake.org>

Cc: Phil Martin <Phillip.Martin@bolton-menk.com>; Patrick Wehner <pwehner@cityofcrosslake.org>; Andrew Beadell <Andrew.Beadell@bolton-menk.com>; Chris Sonmor <chris@sonmorconsulting.com>

Subject: Re: Dan Miller's Prelim Plat Info

Chris,

Please read through an address Phil Martin's concerns. I can answer some of the questions now.

Phil,

How often would you like to see Soil borings?

1) I am planning on having the city take this road over.

2) At this time it is a storage park and I am not planning on putting in septic systems or Wells. I believe I'm still required to do sites suitability for Septic.

Sent from my iPhone

On Mar 21, 2024, at 2:21 PM, Cheryl Stuckmayer <cstuckmayer@cityofcrosslake.org> wrote:

Good afternoon,

Phil, some of the lots did not meet the ordinance requirements at the time of submission, so a couple of parcels had to be refigured. I believe the surveyor had to refigure it two additional times to meet the requirements. Attached is the updated revised packet information.

Dan has signed a septic winter window agreement and will have the preliminary plat survey updated with the site suitabilities when they are completed.

I have included Dan Miller on this email as well. Dan, please look over Phil's email below and answer his questions or address his concerns.

Thanks to everyone for your help.

Respectfully,

**Cheryl
Planner – Zoning Coordinator**

Crosslake Planning and Zoning Department
13888 Daggett Bay Rd
Crosslake, MN 56442

Office: (218) 692-2689

Fax: (218) 692-2687

Email: crosslakepz@cityofcrosslake.org

Website: www.cityofcrosslake.org

Excellent customer service is our top priority. Please let me know if I was helpful!

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From: Phil Martin <Phillip.Martin@bolton-menk.com>

Sent: Wednesday, March 20, 2024 5:19 PM

To: Cheryl Stuckmayer <cstuckmayer@cityofcrosslake.org>; Patrick Wehner <pwehner@cityofcrosslake.org>

Cc: Andrew Beadell <Andrew.Beadell@bolton-menk.com>

Subject: RE: Dan Miller's Prelim Plat Info

Hi Cheryl

Finally reviewed. We need a more complete road construction plan to review with details, soil borings, details seeding, culvert installations, etc... with appropriate specifications if the developer intends to make this a publicly owned, operated, and maintained City road.

Is the Developer intending to install septic systems and wells? Is that shown somewhere on a plan? Maybe I missed it.

Thanks

Phil Martin P.E.

218-821-7265

From: Cheryl Stuckmayer <cstuckmayer@cityofcrosslake.org>

Sent: Friday, March 1, 2024 11:41 AM

To: Patrick Wehner <pwehner@cityofcrosslake.org>; Phil Martin <Phillip.Martin@bolton-menk.com>

Subject: Dan Miller's Prelim Plat Info

See attached for Sundown Holdings – Dan Miller's prelim plat application. This is every

thing that I received. If there is anything else I should be getting for the commissioners to review, please let me know.

Thank you.

Respectfully,

**Cheryl
Planner – Zoning Coordinator**

Crosslake Planning and Zoning Department
13888 Daggett Bay Rd
Crosslake, MN 56442

Office: (218) 692-2689

Fax: (218) 692-2687

Email: crosslakepz@cityofcrosslake.org

Website: www.cityofcrosslake.org

Excellent customer service is our top priority. Please let me know if I was helpful!

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From: [Phil Martin](#)
To: [Christopher Sonmor](#)
Cc: [dan miller](#); [Andrew Beadell](#); [City Clerk](#); [Patrick Wehner](#); [Cheryl Stuckmayer](#)
Subject: RE: Grand Review 2nd Addition - Revised Grading & Storm
Date: Wednesday, April 3, 2024 1:36:08 PM

Chris

We understand that your stormwater contribution is based on 1" of impervious runoff within the road R/W and that you have provided adequate ditch storage to handle the resulting runoff from a 100-yr storm event for the R/W area. We also understand that you have indicated that the Developer will manage stormwater on each parcel by storing the 1" of impervious runoff per MPCA permit requirements.

Our concern remains offsite stormwater discharges...particularly to the south. See our responses below in **bold** text.

Thanks

Phil Martin P.E.
218-821-7265

From: Christopher Sonmor <chris@sonmorconsulting.com>
Sent: Tuesday, April 2, 2024 6:12 PM
To: Phil Martin <Phillip.Martin@bolton-menk.com>
Cc: dan miller <1369miller@gmail.com>; Andrew Beadell <Andrew.Beadell@bolton-menk.com>; City Clerk <cityclerk@cityofcrosslake.org>; Pat Wehner (pwehner@cityofcrosslake.org) <pwehner@cityofcrosslake.org>; Cheryl Stuckmayer <cstuckmayer@cityofcrosslake.org>
Subject: RE: Grand Review 2nd Addition - Revised Grading & Storm

Hi Phil. Responses (some questions) to your comments are below in red.

From: Phil Martin <Phillip.Martin@bolton-menk.com>
Sent: Tuesday, April 2, 2024 4:49 PM
To: Christopher Sonmor <chris@sonmorconsulting.com>
Cc: dan miller <1369miller@gmail.com>; Andrew Beadell <Andrew.Beadell@bolton-menk.com>; City Clerk <cityclerk@cityofcrosslake.org>; Pat Wehner (pwehner@cityofcrosslake.org) <pwehner@cityofcrosslake.org>; Cheryl Stuckmayer <cstuckmayer@cityofcrosslake.org>
Subject: RE: Grand Review 2nd Addition - Revised Grading & Storm

Hi Chris

We reviewed the information you provided on Wednesday, March 2, 2024. Below are our comments/questions:

You wrote: I've made changes to the grading and storm model per your comments. I have added some depth to the ditches to increase storage volume. We are easily containing the 100-year storm with this concept. EOF would be at the same location on the south side (as that is the natural drainage path). The other EOF would be at East Shore Road where it would overflow to the existing ditch.

Our response:

Previously we commented about runoff to adjoining properties...particularly south of the development. Your new concept it appears is to retain the 100-yr storm event within ditches with EOFs to the south of the property and near the north connection with East Shore Road. To be clear, we didn't request the full site store the 100-yr storm event but we did raise concern with stormwater discharge beyond the development property.

- Does your stormwater computations/modeling account for those platted lots that will drain to the road R/W? If not, those contributing areas should be included in your model and considered for sizing of storage and conveyance. **Each lot will have it's own stormwater management plan to accommodate stormwater runoff, so I did not include any of those lots in the calculations for the proposed road.**

An individual lot stormwater management plan would not necessarily keep stormwater from being added to the ditch storage system unless you assure that all lot stormwater is contained within the lot itself or that the lot grade is tipped away from the road. You should account for this adjacent contribution in your model so we can understand how the resulting volume works with your planned ditch storage and discharge system.

- Do you intend that each lot will meet its own MPCA stormwater requirement for treating 1" over the new impervious? **Yes, each lot will have its own stormwater management plan. I believe that has been Dan's intent all along on this one.**

Ok. As you probably are aware, we understand that the Developer will be required to transfer NPDES stormwater permit requirements with each lot sold to assure permit understanding and compliance is met.

- Are you intending there will only be discharge at the north and south EOF locations? **Correct, the EOF for the site is at East Shore Road on the north end and down the lot line between lots 15 & 16 as was shown on the previous concept. Again, we have the volume in the ditches to contain the 100-year event, so nothing will overflow to the south until you get an event in excess of the 100-year event. This is the natural and existing drainage way on the south side of the property.**

Our concern for the south area is that you have not wholly modeled the volume of runoff that contributes to the ditches relative to the storage you are providing. We need to understand the 100-yr storm impact and resulting discharge/ponding so we can understand the high-water level impacts and identify potential issues, if any.

- Is the emergency overflow elevation of 1240 ft for Ditch 7 correct on the revised drainage area sheet? Hydro CAD lists 1240.79 as the HW Elevation. We aren't sure if you are actually holding back the 100-year based on this callout or if it overflows at the EOF indicated. We'd like to see the HydroCAD model include the EOF outlet @ 1240', even if the 100-yr event doesn't utilize it. Ditch 7 does bounce to an 1240.79' as you stated above. **The overflow should be at 1241. Final grading will show that. The 100-year event is contained in Ditch 7.**

Ok.

- Where does water from D5/D4 go? Does it overflow? Is it directed to East Shore Rd? **D5/D4 will overflow to the north to D1 and ultimately East Shore Road.**

Ok.

- Per city ordinance please verify that nearby existing and new buildings are/will be greater than 1 foot above the HWL of a 100-yr event passing through the drainage way adjacent. **How are you typically handling this one? Are you requiring a survey crew to go out and get a FFE on these buildings to confirm?**

That is probably the best way of doing this. We have GIS/LiDAR contours only which aren't accurate enough. You could survey the FFE and where the overflow water is going to drain in the natural drainage way/area. Verify based on the EOF outflow that the HWL in the drainage way is 1 foot below the FFE. Based on GIS contours any overflow water will sit on the back part of lot 15 and PID 14290655 around the 1238 contour. The building on PID 14290655 looks to be between the 1240 and 1238 contour. The water will not flow off these lots but will pond at the 1238 contour. We want to make sure the buildings near this area will not be affected by the overall site runoff from the final "built out" conditions of the development for the 100-yr event.

From what you provided, it appears that lots 3,7,4,8,14,15,16,17 will contribute to the stormwater draining to the ditches and in big storm events to PID 14290655 unless their lot stormwater runoff is contained or directed away so it doesn't contribute.

Thanks

Phil Martin P.E.
218-821-7265

From: Christopher Sonmor <chris@sonmorconsulting.com>

Sent: Wednesday, March 27, 2024 8:37 AM

To: Phil Martin <Phillip.Martin@bolton-menk.com>

Cc: dan miller <1369miller@gmail.com>

Subject: Grand Review 2nd Addition - Revised Grading & Storm

Phil,

I've made changes to the grading and storm model per your comments. I have added some depth to the ditches to increase storage volume. We are easily containing the 100-year storm with this concept. EOF would be at the same location on the south side (as that is the natural drainage path). The other EOF would be at East Shore Road where it would overflow to the existing ditch.

I still have a shallower ditch on the west side of the entrance. The grades are tight along the west side, so I did have to add a small catch basin to get cover on the 15-inch culvert at the crossing near East Shore Road.

I wanted to run this by you before I finished detailing the plans and packaging up the

revised submittal. Let me know if you have any concerns with what I have proposed.

Thanks.

Chris
(952) 270-8394

From: [Christopher Sonmor](#)
To: [Phil Martin](#); [dan miller](#)
Cc: [Andrew Beadell](#); [Derek Benoy](#); [Cheryl Stuckmayer](#); [City Clerk](#); [Patrick Wehner](#)
Subject: RE: Grand Review 2nd - Revised Submittal
Date: Tuesday, April 9, 2024 12:44:55 PM
Attachments: [Drainage Areas.pdf](#)

Phil,

The drainage areas have not changed. Over the last few rounds of calcs. It's been just adjusting the impervious coverages. See attached.

Thanks.

Chris

From: Phil Martin <Phillip.Martin@bolton-menk.com>
Sent: Tuesday, April 9, 2024 10:13 AM
To: Christopher Sonmor <chris@sonmorconsulting.com>; dan miller <1369miller@gmail.com>
Cc: Andrew Beadell <Andrew.Beadell@bolton-menk.com>; Derek Benoy <Derek.Benoy@bolton-menk.com>; Cheryl Stuckmayer <cstuckmayer@cityofcrosslake.org>; City Clerk <cityclerk@cityofcrosslake.org>; Pat Wehner (pwehner@cityofcrosslake.org) <pwehner@cityofcrosslake.org>
Subject: RE: Grand Review 2nd - Revised Submittal

Hi Chris

Please provide your updated Drainage Areas Calcs exhibit with the changes you have made since your April 5 submittal.

Also, I haven't reviewed your assumptions in your model but it should consider driveways located within the road R/W for runoff generation and storage impacts.

Thanks

Phil Martin P.E.
218-821-7265

From: Christopher Sonmor <chris@sonmorconsulting.com>
Sent: Monday, April 8, 2024 6:53 PM
To: Phil Martin <Phillip.Martin@bolton-menk.com>; dan miller <1369miller@gmail.com>
Cc: Andrew Beadell <Andrew.Beadell@bolton-menk.com>; Derek Benoy <Derek.Benoy@bolton-menk.com>; Cheryl Stuckmayer <cstuckmayer@cityofcrosslake.org>; City Clerk <cityclerk@cityofcrosslake.org>; Pat Wehner (pwehner@cityofcrosslake.org) <pwehner@cityofcrosslake.org>
Subject: RE: Grand Review 2nd - Revised Submittal

Phil,

I talked to Dan earlier and he said that he'd spoken with you. I increased the impervious of

the Block 2 lots to 50% and added a couple of culverts to allow the inside loop to outlet without going over the road. With the proposed berm on the south side, we are still containing the 100-year event on site with storage remaining. So still no offsite discharge to the south.

Same situation at station 26+20. With culvert added back in, the 100-year will bypass to the north and East Shore Drive right-of-way. Flow to East Shore Road increases from 10 cfs to about 11.4 cfs from previous calcs.

I feel these are conservative numbers. As Dan has stated, he will be providing storage for the 1-inch runoff volume for each site. Those basins will reduce the flows to the ditches that are shown in this model.

Let me know if you have any questions.

Thanks.

Chris

From: Phil Martin <Phillip.Martin@bolton-menk.com>
Sent: Monday, April 8, 2024 1:33 PM
To: Christopher Sonmor <chris@sonmorconsulting.com>; dan miller <1369miller@gmail.com>
Cc: Andrew Beadell <Andrew.Beadell@bolton-menk.com>; Derek Benoy <Derek.Benoy@bolton-menk.com>; Cheryl Stuckmayer <cstuckmayer@cityofcrosslake.org>; City Clerk <cityclerk@cityofcrosslake.org>; Pat Wehner (pwehner@cityofcrosslake.org) <pwehner@cityofcrosslake.org>
Subject: RE: Grand Review 2nd - Revised Submittal

Chris

Quick question. Why a reduced impervious percentage for the highlighted lots? The zoning ordinance allows 50% impervious.

Thanks

Phil Martin P.E.
218-821-7265

From: Christopher Sonmor <chris@sonmorconsulting.com>
Sent: Monday, April 8, 2024 12:58 PM
To: Phil Martin <Phillip.Martin@bolton-menk.com>; dan miller <1369miller@gmail.com>
Cc: Andrew Beadell <Andrew.Beadell@bolton-menk.com>; Derek Benoy <Derek.Benoy@bolton-menk.com>; Cheryl Stuckmayer <cstuckmayer@cityofcrosslake.org>; City Clerk <cityclerk@cityofcrosslake.org>; Pat Wehner (pwehner@cityofcrosslake.org) <pwehner@cityofcrosslake.org>
Subject: RE: Grand Review 2nd - Revised Submittal

Phil,

I've spoken with Dan and revised the lot impervious coverages to be used in the model.

Here are the assumed lot impervious coverages.

Block 1, Lots 1-23 50% Imp.
Block 2, Lots 1-2, 5-6 35% Imp.
Block 2, Lots 3-4, 7-8 40% Imp.

I've revised the calculations accordingly (see attached).

For the 100-year event, no runoff leaves the site on the south side. What overflows the ditches adjacent to the road will be retained on Lot 15 & 16 in the holding area created by the proposed berm.

The remainder of the site will overflow through the ditches to the East Shore Road right-of-way as we discussed previously. Peak flow leaving the site for the 100-year event is about 10 cfs.

Let me know if you need any additional information.

Thank you.

Chris
(952) 270-8394

From: Phil Martin <Phillip.Martin@bolton-menk.com>
Sent: Monday, April 8, 2024 8:18 AM
To: dan miller <1369miller@gmail.com>
Cc: Christopher Sonmor <chris@sonmorconsulting.com>; Andrew Beadell <Andrew.Beadell@bolton-menk.com>; Derek Benoy <Derek.Benoy@bolton-menk.com>; Cheryl Stuckmayer <cstuckmayer@cityofcrosslake.org>; City Clerk <cityclerk@cityofcrosslake.org>; Pat Wehner <pwehner@cityofcrosslake.org>
Subject: RE: Grand Review 2nd - Revised Submittal

Dan

The lots in your proposed development can be 50% impervious by ordinance. You may not intend to reach that level, but each lot will have that allowance based on the zoning ordinance.

What you and your engineer have laid out may well work and adequately handle (not store) in an acceptable manner the 100-yr storm. Unfortunately, we can't determine that it will meet the ordinance until you and your engineer provide the hydraulic modeling for the 100-yr event for the allowed 50% impervious from contributing lots.

Thanks

Phil Martin P.E.
218-821-7265

From: dan miller <1369miller@gmail.com>
Sent: Sunday, April 7, 2024 2:18 PM

To: Phil Martin <Phillip.Martin@bolton-menk.com>

Cc: Christopher Sonmor <chris@sonmorconsulting.com>; Andrew Beadell <Andrew.Beadell@bolton-menk.com>; Derek Benoy <Derek.Benoy@bolton-menk.com>; Cheryl Stuckmayer <cstuckmayer@cityofcrosslake.org>; City Clerk <cityclerk@cityofcrosslake.org>; Pat Wehner (<pwehner@cityofcrosslake.org>) <pwehner@cityofcrosslake.org>

Subject: Re: Grand Review 2nd - Revised Submittal

Phil,

I feel the 25% would be the average of what would happen out on those properties. Also realize anything over 25% is going to require a drainage program for the property before permitting. I think you would agree that this property is going to handle water much better than it ever has?

I think the neighboring residence that you have concerns about is at the elevation that the swale on the southside of the property is at.

That being the case, do we have to contain all of that 100 year event on my property? The The natural flow of this property has always run towards the south. We are definitely handling the water retention better than its natural state.

Chris,

Is there anyway to hold 50% on this property or can you give me the figure that we would lose onto the neighboring property at that point??

Thanks

Dan miller

On Apr 7, 2024, at 12:35 PM, Phil Martin <Phillip.Martin@bolton-menk.com> wrote:

Chris

We'll review the information you provided. See my question below in red text regarding this newest concept.

Thanks

Phil Martin P.E.

218-821-7265

From: Christopher Sonmor <chris@sonmorconsulting.com>

Sent: Friday, April 5, 2024 2:49 PM

To: Phil Martin <Phillip.Martin@bolton-menk.com>; Andrew Beadell <Andrew.Beadell@bolton-menk.com>

Cc: dan miller <1369miller@gmail.com>

Subject: Grand Review 2nd - Revised Submittal

Phil & Andrew,

Attached are revised plans and calcs. Here are the bullet points of the revisions and storm routing:

1. Berm has been graded on the southwest corner of the property creating a

- ponding area between Lots 15-16. This will contain any overflow from the south ditch that could potentially impact the neighbor to the south.
2. Runoff from each lot has been routed towards the proposed R/W (ditches). An impervious percentage of 25% was used for each lot as the impervious percentages will vary for each lot with different sized building footprints. **The maximum allowed impervious for the limited commercial zoning is 50% per parcel. Why have you used 25% knowing that the ordinance allows the owner of the parcel to have up to 50% impervious?**
 3. Lots 10-19 of Block 1 are the only lots routed to Ditch 7. Ditch 7 does not overflow in the 100-year event to Lots 15-16 of Block 1. There is no offsite discharge to the south in the 100-year event through Lots 15-16.
 4. Lots 3-4 & 7-8 of Block 2 are routed to Ditch 6 which contains the 100-year event.
 5. All remaining lots are routed to the ditches that ultimately overflow to the R/W at East Shore Road. 1.78 cfs is routed to discharged to the East Shore Road R/W in the 100-year event.
 6. I've eliminated all of the culverts with the exception of the culvert at the entrance at East Shore Road.
 7. Dan's intent is still to provide ponding on site for each lot for the 1-inch runoff.

I broke the stormwater model down into separate models which is why there are two separate reports for the north and south end since they function independently. If you want the HydroCAD files, I can send them as well.

I feel this addresses your concerns regarding offsite discharge to the south as there are no impacts from the 100-year event.

Let me know if you have any questions.

Thanks.

Chris
(952) 270-8394

<Setback Factsheets_3.3.2022.pdf>



Subdivisions Application
 Planning and Zoning Department
 13888 Daggett Bay Rd, Crosslake, MN 56442
 218.692.2689 (Phone) 218.692.2687 (Fax) www.cityofcrosslake.org

Property Owner(s): Dan Miller (Sunshine Holdings)
 Mailing Address: P.O. Box 1080 Crosslake
 Site Address: EAST SHORE DRIVE
 Phone Number: 218-692-4826 or 218-820-4828
 E-Mail Address: 1369MILLER@gmail.com

Receipt Number 224095 Permit Number: 240015S

Subdivision Type
 (Check applicable request)

Metes and Bounds-**Record within 90 days of approval**

Residential Preliminary Plat

Residential Final Plat

Commercial Preliminary Plat

Commercial Final Plat

Parcel Number(s): 14290822
 Legal Description: OUTLOT A GRAND REVIEW
 Sec 29 Twp 137 Rge 26 27 28

Development

32 INCLUDES REMOVAL
 Number of proposed lots

Number of proposed outlots

Land Involved: Width: 900 Length: 800 Acres: 18.78
 Lake/River Name: NONE

Access

Public Road

Easement

Easement recorded: Yes No

Do you own land adjacent to this parcel(s)? Yes No
 If yes, list Parcel Number(s) PREVIOUS PLAT
SUNSHINE FIRST ADD.
LOT 3: 14290812 LOT 6: 14290816
 Authorized Agent: Dan Miller
 Agent Address: 37839 Co Rd 606 Crosslake
 Agent Phone Number: 218-820-4828

Septic

Compliance Winter Window

SSTS Design _____

Site Suitability WVA

Signature of Property Owner(s) Dan Miller Date 2-26-2024
 Signature of Authorized Agent(s) Dan Miller Date 2-26-2024

- All applications must be accompanied by signed Certificate of Survey $200 \times 31 = \$6,000 + 1250 = \$7,250$
- Residential Fee: Preliminary \$800 + \$125 per lot; Final \$800 + \$50 per lot Payable to "City of Crosslake"
- Commercial Fee: Preliminary \$1250 + \$200 per lot; Final \$1250 + \$100 per lot Payable to "City of Crosslake"
- Metes & Bounds: Over the counter \$200 + \$100 per lot; Public Hearing \$800 + \$100 per lot Payable to "City of Crosslake"
- Above Fees will require additional** Park Dedication Fees of \$1,500 per unit/lot or 10% of buildable land as measured pre-plat for park purposes or a combination of both Payable to "City of Crosslake"
- No decisions were made on an applicant's request at the DRT meeting. Submittal of an application after DRT does not constitute approval. Approval or denial of a plat application is determined at a public meeting by the City Council after a recommendation from the Planning Commission/Board of Adjustment per Minnesota Statute 462 and the City of Crosslake Land Use Ordinance.

For Office Use:
 Application accepted by CS Date 2-27-24 Land Use District 1E Lake Class 1a Park, Rec, Lib 31 lots

F.2.b.

PRELIMINARY PLAT GRAND REVIEW SECOND ADDITION

The preliminary plat Of Grand Review 2nd Addition is scheduled for Planning Commission Consideration Friday April 26, 2024. The proposed subdivision is in an area that is zoned LC limited Commercial. (see land use table for allowable land uses in LC Zone) The proposed subdivision contains 31 lots that meet the requirements of the ordinance.

The intended use for the lots is individual storage units that are at least 2400 square feet.

In the past the City of Crosslake has treated storage units as accessory structures. The past treatment of an Accessory Structure was, "Any Structure that is not a dwelling".

The Definition of Accessory Structure per City of Crosslake ordinance Section 26-1177.

Accessory Structure

Any use or structure which is incidental and subordinate to and on the same lot as the principal use or structure and does not include living quarters. Such structures include sheds, storage shelters, pole buildings, detached garages, in-ground pools and similar structures.

Accessory Use

A use incidental and subordinate to the main use of the premises. An accessory use cannot exist without the establishment of a primary use.

Staff has consulted with the City Attorney regarding the intended use for the lots in the Grand Review 2nd Addition, and the developers request for issuance of building permits, prior to completion of the plating process.

Staff has been advised that the past use of accessory structures for storage buildings on vacant lots should not be used going forward. The attorney has also advised that the proposed use of the lots should conform to uses cited in the Land Use Table and be commercial in nature. (private storage structures do not qualify as commercial use., (business).

The land that is proposed to be subdivided is part of the original plat of Grand Review 1st Addition and is labeled as Out lot A. The attorney has advised that building permits should not be issued on an out lot. Building permits for structures should only be issued after the plating process has been completed.

Based on this advice it is advisable for the Planning Commission and the City Council to review the ordinance and determine the appropriate ways to deal with storage structures and accessory structures. Once a determination is made the Zoning Ordinance will need to be amended appropriately.

Developing an Outlot

Generally speaking, outlots are not buildable parcels. The City's land use ordinance defines an outlot as "A lot remnant or any parcel of land included in a plat, *which may be used as open space*. An outlot may be a large tract that could be subdivided in the future, may be too small to comply with the minimum size requirements of zoning and subdivision ordinances, or otherwise unsuitable for development." (Emphasis added). An outlot is not a platted lot; they are two different things. Lots are part of blocks, whereas outlots are not. *See Minn. Stat. § 505.01 (definitions)*. They are distinctively different parts of a plat.

Outlot A in Miller's 2023 Grand Review plat was created for a future phase, which he now wants to develop. It must either be subdivided or replatted in order to be a buildable parcel. Mr. Miller wants to subdivide it into 31 lots, which is fine, assuming all code requirements are met. Until that subdivision is approved and the plat is recorded, no development can occur. The buildable lots must be of record before any building permits can be issued.

Code Interpretation Issue

The Crosslake Land Use Ordinance defines Accessory Use as "A use incident and subordinate to the main use of the premises. *An accessory use cannot exist without establishment of a primary use.*" (Emphasis added). This is a pretty typical definition in my experience.

The Land Use Table in the Ordinance lists land uses by groups and by district. The Grandview plat is in the Limited Commercial district. In that district, "Storage buildings, Commercial" are a permitted use. Note that "commercial use" is defined as "The principal use of land or buildings for the sale, lease, rental, trade of products, goods or services." So, any storage buildings must be for commercial use in the Limited Commercial district, meaning to be leased to the public as part of a business. Selling them for private use would not be consistent with the plain language of the Code.

My understanding is that the City historically interpreted the Code as allowing accessory uses as a permitted use in the Limited Commercial district (and other district) based on the Land Use Table. The result is that Crosslake has dozens of accessory storage buildings on individual, separate parcels with no primary use. Indeed, the Grandview plat was created for that very purpose, with 11 lots that contain, or will contain, nothing but storage units to be sold to private individuals for personal use even though such use is not listed as a permitted use in the Code. That interpretation is inconsistent with the Code provisions defining accessory use. Logically, an accessory use must be accessory to a primary or principal use; it cannot stand on its own. That restriction is expressly stated in the definition of accessory use.

So, the City has years of approvals that are, on their face, contrary to the restrictions in the Code. This inconsistency should be dealt with one way or another as soon as possible, before additional units are approved that are not allowed under the Code. My suggestion is a moratorium while the Land Use ordinance is fully reviewed and modified as necessary to remove the inconsistency.

Joe



Joseph J. Langel
Ratwik, Roszak & Maloney, P.A.
444 Cedar St., Suite 2100
St. Paul, MN 55101-1865
Ph: 612-339-0060 | Fax: 612-339-0038
Web: www.ratwiklaw.com

LAND USE TABLES	S D	RR 5	S S	L C	D C	W C	C/ L
(1) Agricultural Uses							
Farm buildings (barns, silo, hay shed, etc.)	P	P	P	P			
Farmland: Crop growing and harvesting	A	A	A	A			
Farmland: Livestock, poultry use, including related buildings	A	A		A			
Forest land: growth, harvest	A	A	A	A		A	A
(2) Residential and Related Uses							
Accessory structure ≤ 2500 sq ft (see Article 36)	P	P	P	P	P	P	P
Accessory Structure >2500 sq ft (See article 36)	CU	CU	CU	P	P	P	P
Auxiliary quarters/cottage - 24' or wider	PP	PP	PP	PP	PP	PP	PP
Controlled access lot							
Energy systems assoc. with a principal use (i.e. solar collectors and wind generators under 50KW)*	P/CU*	P		P		P/CU*	P
Garage/Yard Sales (Maximum 3 per calendar year)	A	A	A	A	A	A	A
Group home, detention or correction home (including detoxification center, rehabilitation home, etc.)	CU	CU	CU	CU		CU	
Home business	CU	CU		PP	PP	CU	PP
Home occupation	A	A	A	A	A	A	
Home: assisted living, nursing, supportive care	CU	CU		CU	CU		
Meteorological test station for wind energy conversion systems (WECS)	I	I		I		I	I
Mobile home park or development		CU					
Multi-family dwelling	CU	CU		CU	CU	CU	
Portable or temporary storage structure	P	P	P	P	P	P	P
Single-family dwelling—24' or wider	P	P	P	CU	CU	CU	CU
Two-family dwelling—duplex	CU	P	CU	CU	CU	CU	
Water-oriented accessory structures	P					P	
(3) Recreational Uses							
Campground, private, or commercial				CU		CU	
Shooting range, fire arms, archery - private				CU			CU
(4) Civic, Educational and Institutional Uses							
Athletic field/stadium; arena				CU			
Cemetery	A	A		A			
Church/Synagogue	P	P	P	P	P	P	
Transient Camps, Church Camps	CU	CU				PP	

*--Type of Permit depends on wind energy tower height and power output

LAND USE TABLES	SD	RR5	SS	LC	DC	WC	C/LI
Repair shop, equipment				PP	PP		PP
Resort						CU	
Restaurant				PP	PP	PP	
Retail store				PP	PP	PP	PP
Sawmill				CU			PP
Sign – on site	P	P	P	P	P	P	P
Storage buildings, Commercial				PP		PP	PP
Studio-art, music, photo, decorating, dance				P	P		
Telecommunication tower							CU
Temporary real estate office/model home	P	P		P	P	P	
Theater				PP	PP		PP
Vehicle, boat, recreational equipment sales				PP	PP	PP	PP
Veterinary clinic				CU	CU		PP
Wholesaling and/or warehousing, freight terminal				PP	PP		PP

Sec. 26-282 Administration of Permits with Performance Standards

- (1) In addition to the general requirements of this Chapter, the Zoning Administrator shall determine specific performance standards in conjunction with applications for those uses and locations where they are allowed. Performance standards may include but are not limited to regulation of:
 - a) Types of business activities allowed;
 - b) Screening or fencing;
 - c) Signs;
 - d) Storage of materials, equipment, and vehicles;
 - e) Hours of operation;
 - f) Parking;
 - g) Waste management;
 - h) Abatement of noise, smoke, and fumes.
- (2) The Zoning Administrator may refer an application to the Development Review Team (DRT) if:
 - a) Additional input on performance standards is needed, or,
 - b) It is determined that a proposed use may impact the health, safety, or general welfare of surrounding properties.
- (3) If, after consulting the DRT, it is determined that the proposed use impacts the health, safety, or general welfare of surrounding properties, the Zoning Administrator shall notify the applicant that the application will be processed as a conditional use according to Article 7 of this Chapter.

Secs. 26-283—26-304 Reserved

ARTICLE 11 SHORELAND DISTRICT STANDARDS

Sec. 26-305 Purpose and Intent

The purpose of this district is to preserve and enhance the quality of surface waters, conserve the economic and natural environmental values of shorelands, protect drinking water sources, and provide for the wise use of water and related land resources. The primary use within this district is seasonal and year-round single family residential. Compatible commercial or water-oriented commercial uses may be allowed as permitted or conditional uses.

ARTICLE 36 - Accessory Structure Standards

Sec 26-960 Accessory Structures—Residential Districts

- (1) On lots 2 acres in size or less, each residential accessory structures must meet the following requirements:

STRUCTURE SIZE	Road right of way	Side yard	GD Lake	GD River	RD Lake	NE Lake	NE River	Bluff	Wetland	Building Height	Wall Height
Up to 1200 square feet in size	35	10	75	100	100	150	150	30	15	24	12

- (2) On Lots greater than 2 acres and less than 4 acres in size, residential accessory structures shall meet the following requirements:

STRUCTURE SIZE	Road right of way	Side yard	GD Lake	GD River	RD Lake	NE Lake	NE River	Bluff	Wetland	Building Height	Wall Height
Up to 2500 square feet in size	35	10	75	100	100	150	150	30	15	24	12

- (3) On Lots greater than 4 acres in size, each residential accessory structure must meet the following requirements:

STRUCTURE SIZE	Road right of way	Side yard	GD Lake	GD River	RD Lake	NE Lake	NE River	Bluff	Wetland	Building Height	Wall Height
Maximum impervious limit of 25% for the lot shall not be exceeded	35	10	75	100	100	150	150	30	15	24	16

- (4) A permit shall not be required for up to two accessory structures totaling no more than 160 square feet.
- (5) No accessory structure shall be used for human habitation except to allow for a permitted auxiliary quarter as listed in Section 26-314.
- (6) All setback and building height requirements shall be met.
- (7) Construction complies with all provisions of Articles 20 and 21 of this Chapter.
- (8) Semi-trailers, railroad cars, manufactured houses, or similar structures shall not be used for storage.
- (9) Accessory Structures with a footprint greater than 2500 sq ft shall require a Conditional Use Permit

Secs 26-961—26-994 Reserved

Secs. 26-1155—26-1175 Reserved

ARTICLE 43 DEFINITIONS

Sec. 26-1176 Purpose

For the purposes of this Chapter, certain terms and words are hereby defined. The word PERSON indicates a firm, association, organization, partnership, trust, company or corporation as well as the individual. The present tense includes the future tense and the singular number shall include the plural and plural shall include the singular. The words MUST and SHALL are mandatory and the word MAY is permissive; the words USED or OCCUPIED include the words INTENDED, DESIGNED or ARRANGED TO BE USED OR OCCUPIED. The words LOT, PLOT, or PARCEL are interchangeable. Specific definitions used within the Chapter, unless another meaning is clearly given, are listed below:

Sec. 26-1177 Definitions.

ACCESS LOT, ALTERNATIVE

Parcels of land that provide access to public waters for owners of riparian lots within subdivisions. These shall be used where the Planning Commission/Board of Adjustment determines that direct riparian access is not feasible due to the presence of protected vegetation, wetlands, or other critical fish or wildlife habitat.

ACCESS LOT, CONTROLLED

Any lot, tract, or parcel of land, however designated or described, intended to be used to provide accesses to public waters for owners of nonriparian lots.

ACCESS PATH

An area designated to provide ingress and egress to public waters.

ACCESSORY STRUCTURE

A use or structure which is incidental and subordinate to and on the same lot as the principal use or structure and does not include living quarters. Such structures include sheds, storage shelters, pole buildings, detached garages, in-ground pools and similar structures.

ACCESSORY USE

A use incident and subordinate to the main use of the premises. An accessory use cannot exist without the establishment of a primary use.

ADJACENT PROPERTY

Any portion of a lot or larger tract of land that is not over one-quarter (1/4) mile from the concerned premises, or has common property line with the concerned premises. A lot or larger tract of land that is squarely across a road, other than a Principal or minor arterial, from the concerned premises, shall be construed as having a common property line. A lot or larger tract of land that corners the concerned property shall be considered as having a common property line at such cornering point.

ADMINISTRATIVE FEE

A fee charged by the Department as set by the City Council to compensate for time spent involving the investigation and prosecution of violations, including additional expenses incurred during the investigation.

ADMINISTRATOR

The individual appointed by the Crosslake City Council to direct the City of Crosslake Planning and Zoning Department and administer this Chapter.

CITY OF CROSSLAKE

ORDINANCE NO. __

AN ORDINANCE ESTABLISHING A MORATORIUM ON NEW ACCESSORY STRUCTURES ON LOTS WITHOUT AN EXISTING PRINCIPAL STRUCTURE

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

Section 1 – Purpose. Pursuant to the authority granted under Minnesota Statutes section 462.355, subdivision 4, this Interim Ordinance imposes a one-year moratorium on the development and construction of new accessory structures on lots or parcels within the City where there is no existing principal structure so that the City can study issues created by standalone accessory structures and determine whether additional or modified regulations are appropriate.

Section 2 – Preliminary Findings. It is in the public interest to declare a moratorium on the development and construction of new accessory structures in the City on lots or parcels where there is no existing principal structure for the following reasons:

1. City Code, Chapter 26 (Land Use), has been interpreted at times to allow for the review and approval of permits for accessory structures on lots where there is no existing principal structure.
2. There are properties in the City where the only structure on the lot is an accessory structure.
3. Accessory structures are being used, for example, as standalone storage facilities in zoning districts where such use was neither anticipated nor intended.
4. Time is needed in which to consider the nature and scope of standalone accessory structures and possible measures of mitigation and regulation of standalone accessory structures.

Section 3 – Temporary Moratorium. The City shall not accept or process permit applications for the construction of new accessory structures in the City on lots where there is no existing principal structure for a period of one year, unless this ordinance is earlier repealed or the study period is extended pursuant to Minnesota Statutes section 462.355, subdivision 4.

Section 4 – Study. During the period of this moratorium, city staff, planning and zoning commission, and zoning administrator shall study the land use ordinance regulating development of accessory structures and determine if amendments to the land use ordinance are necessary to facilitate orderly development in the city.

Section 5 – Severability. If any section, sentence, clause or phrase of this Interim Ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, that hold in no way affects the remaining portion(s) of this Interim Ordinance.

Section 6 – Effective Date. This Interim Ordinance shall be in full force and effect from and after passage and publication according to state law.

Adopted by the City Council this ____ day of _____.

David Nevin, Mayor

ATTEST:

Charlene Nelson, City Clerk

F. 3. a.

Public Works Commission

City of Crosslake

Monday May 6, 2024

Chairman Swenson Called the meeting to order, Members present: Swenson, Frey, Berg, Schrupp, City Engineer Martin, Public Works Director Wehner, Interim City Administrator Bohnsack.

Motion Frey/ Second Berg

Approve Minutes of March 4, 2024, Public Works Commission meeting

Motion carried,

City Engineer Martin reported that Co. Rd. 3 & co. Rd. 66 improvement project (round-about) is scheduled to be bid May 29,2024. The Chip Seal projects should start approx. June 1. Year one of the 5-year improvement plan, Daggett Pine Rd. under way, Milling has identified areas that Have minimum depth bituminous. Select areas will need extra patching. (Aprox. 120 tons additional bituminous). Malinda Shores-Bridge Wingwalls Draft plans @ June meeting. Harbor Lane Feasibility report in progress.

Discussion of Special Assessment for Daggett Pine Road was held, Martin reviewed Special benefit report, potential assessments based on appraisal, and assessments based on prior discussions per lot for Mill and overlay project.

Motion Schrupp/ Second Wagner

Recommend special assessments for mill & overlay Daggett Pine RD. Special assessments. On a per lot /parcel basis, large properties (20 acres or more) \$3500.00 /parcel. Single family \$2000.00/parcel. Secondary off-road benefit \$ 1000.00/ parcel.

Motion Carried.

The commission expressed concern that inflation should be considered when making special assessments in ensuing years.

Motion Wagner/ Second Schrupp

Recommend acceptance of proposal from In Control Inc. for Automated Cybersecurity Service Plan at Wastewater Treatment Plant. Quoted price \$ 7731.00.

Motion carried.

There being no further business the meeting was adjourned.

Respectfully

Jerry Bohnsack

Interim Administrator



In Control, Inc.
5301 E River Rd, Suite 108
Fridley, MN 55421

PROPOSAL # QM24040901-01

To: City of Crosslake

Date: April 9, 2024

From: Jeff Iverson

Valid: 30 days

Page: 1 of 5

Attn: Patrick Wehner – Public Works Director

Re: Automation & Cybersecurity Service Plan

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

Cybersecurity threats have increased in the last 5 years. Hackers have become more sophisticated and are constantly finding ways to compromise systems using techniques such as Phishing, Ransomware, and Credential Theft. In addition, at this moment there is credible intelligence Russia is preparing malicious cyber-attacks against our critical infrastructure as a response to United States' economic sanctions.

One of the most important security measures that should be implemented for any system that allows remote access via the internet is Multi-Factor Authentication (MFA). An example of MFA is using a password together with a code sent to your smartphone to authenticate yourself. Any computer system that has access to the internet can become vulnerable to cyber-attack, but experts agree that implementing a hardware firewall coupled with MFA, firmware updates, and ongoing maintenance support will reduce cyber threats.

In Control has developed an **Automation & Cybersecurity Service Plan** collaborating with WatchGuard, a leader in network security. This Service Plan provides regular inspection, testing, and maintenance of your

Your existing hardware firewall is more than four years out of date and does not support the latest cybersecurity protection features including MFA. Implementing the hardware and support features contained in this proposal along with following internal best practices will provide a strong defense to cybersecurity threats.

Relevant Cybersecurity Information Links:

- [Cybersecurity & Infrastructure Security Agency – Shields Up](#)
- [Cybersecurity & Infrastructure Security Agency – MFA](#)



Proposed Materials and Services

Item 1 - Cybersecurity Defense – Configured Firewall Hardware

The proposed hardware devices are the latest desktop firewalls from WatchGuard, a global leader in cybersecurity.

- A. A. WWTF Firewall – WatchGuard Firebox T25-W

Item 2 - Automation & Cybersecurity Service Plan

- A. Supervisory Control Panels (Plant or Remote Sites) – Annual Maintenance (On-site)

1. Inspection:
 - a. Verify control panels are properly grounded.
 - b. Check PLC diagnostic information for errors and low battery conditions.
 - c. Visually inspect radio cabling for damage and check radio indicators for alarms.
 - d. Visually inspect control panels for abnormalities (frayed or loose wires, moisture, seals).
 - e. Verify electrical schematics are present in each control panel and are up to date.
2. Testing:
 - a. Load test operation of Uninterruptible Power Supply (UPS) and check for alarms.
 - b. Test communication-fail alarms.
 - c. Test critical alarms (Example high/low level and float backup for lift stations).
3. Maintenance:
 - a. Vacuum control panel, lube panel hinges, and check for burnt out light bulbs.
 - b. Backup Programmable Logic Controller (PLC) programs.
 - c. Backup Operator Interface Terminals (OIT) programs and set OIT's to correct date and time.
 - d. Review spares inventory condition and count.
4. Main Facility Control Panels Covered (5):
 - a. Supervisory Control Panel SCP10
 - b. Supervisory Control Panel SCP50
 - c. Supervisory Control Panel SCP100
 - d. Lakeside DO and Clarifier Control Panel
 - e. Main Lift Station Control Panel
5. Remote Site Control Panels Covered (0):

- B. Network Components (Computers & Servers) – Semi-Annual Maintenance (On-site and Office)

1. Inspection:
 - a. Check computer hardware, fans, and filters for basic function.
 - b. Review computer error logs, database size, resource utilization, and available storage space.
2. Testing:
 - a. Test communication function of software alarm dialers and remote access.
 - b. Test communication function of backup hardware alarm dialer.
 - c. Verify on-demand report generation.
3. Maintenance:
 - a. Power down and clean fans and filters.
 - b. Backup SCADA programs.
 - c. Backup software configurations for switches, firewalls, VOIP dialers, and other devices.
 - d. Renew licensing for subscription software. (Cost of subscriptions included in Plan cost.)
 - e. Apply approved Windows updates for the existing operating system.
4. Software Subscriptions and/or Support Included:
 - a. RealVNC Remote Access (1 licenses)
5. Network Equipment Covered:
 - a. WWTF SCADA Computer

- C. Cybersecurity Defense – Ongoing services, Semi-Annual Maintenance (Office)

1. Inspection: Check firewall* software, security logs, and identify required firmware updates.

2. Maintenance: Install firewall security updates, if available, and renew security subscriptions.
3. On-going Services: Implement and maintain Unified Threat Management (UTM) system including:
 - a. URL filtering, Intrusion Prevention System (IPS), and Gateway Antivirus (GAV)
 - b. APT Blocker – Defends against ransomware, zero-day threats, advanced malware
 - c. DNS Filtering – Detects and blocks dangerous connections via a cloud-based service using DNS-level (Domain Name System) filtering
 - d. Threat Detection & Response – Identifies and isolates infected computers on the network
 - e. Cloud Data Retention – Real-time monitoring and thirty-day retention of traffic logs of all activity on the network.
4. Secure Remote Access through a VPN and Multi-factor Authentication Service:
 - a. Virtual Private Network (VPN) – Limit remote connections to those established through a secure connection using IPSec and/or SSL
 - b. Multi-Factor Authentication – Verify all remote connections with a second means of authentication through a separate smartphone application
 - c. Provide user administration support as requested, including creating and removing user accounts, resetting passwords, and supporting multifactor authentication and remote access
5. Included security services subscriptions, software, and support:
 - a. WatchGuard's Total Security Suite
 - b. AuthPoint Multi-Factor Authentication (Up to 10 users)
6. Covered Cybersecurity Devices*
 - a. WWTF Firewall – WatchGuard Firebox T25-W

**Firewall Hardware Device (WatchGuard's Firebox) provided separately under Item 1.*
- D. Controls System Planning Meeting – Annual meeting with Controls Engineer to develop and review multi-year control system and cybersecurity defense posture.
- E. Warranty Extension for Identified Projects – This plan extends In Control's warranty term an additional 12 months for controls engineering services (equipment excluded). This extension applies to any work completed by In Control in the past 30 days and any new work completed during the life of this Plan. Plan must be active for extended warranty to be valid.
 1. Projects covered by warranty extension include:
 - a. "No projects identified at this time."
- F. Rate Schedule Discount – A 5.0% discount on In Control's current Rate Schedule for all engineering service calls.
- ~~G. Scheduled Service Hour Block – Block of XX hours must be used within one calendar year.~~
- H. Equipment – Required equipment upgrades and replacements will be identified to customer. If not covered under warranty and if approved, equipment will be replaced and billed separately. Cost of replacement or upgrade is not included in Plan cost.
- ~~I. Enrollment Fee – A customary enrollment fee will be charged when a customer first enters a Plan agreement. This enrollment fee covers an on-site inspection of each covered control panel or computer, uploading and off-site backup of all PLC and SCADA programs, and retaining an electronic copy of all control schematic drawings.~~
- J. Agreement Duration & Invoicing – One calendar year from the date of execution, automatically renewed each year. Invoicing will be due Net 30 and submitted on a quarterly basis at the beginning of the coverage period.

Proposal Summary

Comprehensive Plan (Includes all Main Facility and Remote Site Control Panel maintenance and extended warranty coverage)

The below pricing for the items above excludes sales and use taxes. Freight is included, FOB shipping point.

Item 1 – Cybersecurity Defense – Firewall Hardware Configuration \$ 2,237.00 (one time cost)

Item 2 - Automation & Cybersecurity Service Plan \$ 5,494.00 (annual cost)
(Includes service and extended warranty coverage for all sites)

Total cost of the Comprehensive Plan for the first year is \$ 7,731.00

Our proposal specifically excludes the following:

- Field installation of equipment.
- Any equipment or services that are not defined in the scope of work detailed in this proposal.
- Installation of software revision upgrades and related migration of applications and testing.

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

Best Regards,

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

Signature: _____

Purchase Order: _____

Print Name: _____

Date: _____

Title: _____

Proposal Number: QM24040901-01

Service Plan Terms and Conditions of Sale

These terms and conditions are in effect between the party ("Purchaser") executing the Automation Service Plan agreement ("Agreement") and In Control, Inc. ("In Control").

1. **ACCEPTANCE** – Acceptance of this Agreement will be in writing within 30 days of receipt, subject to approval of the Purchaser's credit by In Control and compliance with the acceptance criteria set forth herein. Upon acceptance, this Agreement will constitute the entire agreement between In Control and Purchaser, supersede all prior negotiations and discussions, and may not be modified or terminated except in writing signed by both Purchaser and In Control.
2. **TERMINATION** – Notification of termination of this Agreement shall be made in writing with 14 days notice. If Purchaser terminates this Agreement at no fault of In Control, Purchaser shall pay for services rendered at In Control's published rates, reimbursable expenses, and equipment ordered through the date of termination.
3. **ATTORNEY FEES** - If either party commences or is made a party to an action or proceeding to enforce or interpret this Agreement, the prevailing party in such action or proceeding will be entitled to recover from the other party all reasonable attorneys' fees, costs and expenses incurred in connection with such action or proceeding or any appeal or enforcement of any judgment.
4. **INDEMNIFICATION** - Purchaser will indemnify and hold harmless In Control from and against any and all claims, actions, proceedings, costs, expenses, losses and liability, including all reasonable attorneys' fees, costs and expenses, arising out of or in connection with or relating to any goods or services not furnished by In Control pursuant to this Agreement, including without limitation all product liability claims and any claims involving personal injury, death or property damage. The obligations set forth in this Section will survive the termination or fulfillment of this Agreement.
5. **LIMITATIONS OF LIABILITY** - In no event will In Control be liable in contract, tort, strict liability, warranty or otherwise, for any special, incidental or consequential damages, such as delay, disruption, loss of product, loss of anticipated profits or revenue, loss of use of the equipment or system, non-operation or increased expense of operation of other equipment or systems, cost of capital, or cost of purchase or replacement equipment systems or power. In particular, unless otherwise agreed to in writing between the Purchaser and In Control, In Control will not accept liquidated damages.
6. **FORCE MAJEURE** – In no event shall In Control be responsible or liable for any failure or delay in the performance of its obligations hereunder arising out of or caused by, directly or indirectly, forces beyond its control, including, without limitation, strikes, work stoppages, supply chain disruptions, accidents, acts of war or terrorism, civil or military disturbances, health crises, nuclear or natural catastrophes or acts of God, and interruptions of utilities, communications or computer services. It being understood that In Control shall use all commercially reasonable efforts to resume performance as soon as practicable under the circumstances.
7. **WARRANTY** - In Control warrants that the goods and services furnished will be of good quality, free from defects in material, design and workmanship will conform to the specifications and drawings and be suitable for their intended purpose. In Control's standard warranty will be in force for eighteen (18) months after shipment or twelve (12) months from startup, whichever is shorter. This Agreement extends those warranty periods an additional twelve (12) months for all controls engineering services provided thirty days prior to the date of execution of the Agreement. This warranty extension remains valid only if this Agreement remains in place. In Control reserves the right to terminate warranty should the Purchaser's account be in arrears.
8. **ESCALATION** – This Agreement is conditioned upon the ability of In Control to complete the work at present prices for material and at the existing scale of wages for labor. If In Control is, at any time during the term of the Agreement, unable to complete the work at the present prices and wages, then the Agreement sum shall be equitably adjusted by change order to compensate In Control for significant price increases, where a significant price increase is defined as a change of 10% or more between the date of quote and the date of applicable work.
9. **PAYMENT TERMS** - The payment terms are due thirty (30) days after an invoice is sent. Any balance remaining over 31 days beyond the invoice date will be subject to a 2.0% monthly service fee until paid. Debit or credit card payment is accepted and subject to a 3.0% surcharge of the payment amount. Should a payment default occur, In Control reserves the right to stop all work, including but not limited to startup of equipment. All reasonable attempts will be made between both parties to resolve the disputed portions of any invoice within the payment terms.
10. **NONWAIVER** - The failure by In Control to enforce at any time, or for any period of time, any of the provisions hereof will not be a waiver of such provisions nor the right of In Control thereafter to enforce each and every such provision.
11. **REMEDIES** - Remedies herein reserved to In Control will be cumulative and in addition to any other or further remedies provided in law or equity.

F.3.a.2.

Daggett Pine Road - Preliminary Assessment Roll							
Crosslake, MN				Total	City	Assessed	
8-May-24		Bituminous Mill & Overlay (Est)		\$265,000	\$119,000.00	\$146,000.00	
Primary Properties							Proposed
PARCEL NUMBER	OWNER	ADDRESS		ZONING/LAND USE	CURRENT USE	Acres	Assessment
1	14080599	61 MARINE & SPORTS NORTH, LLC	13751 DAGGETT PINE RD	CROSSLAKE MN 56442	Limited Commercial	Commerical	1.66 \$ 2,000.00
2	14090764	CROSSLAKE PRESBYTERIAN CHURCH	14444 DAGGETT PINE RD	CROSSLAKE MN 56442	Rural Residential	Religious (5+ acres)	11.69 \$ 2,000.00
3	14090762	CITY OF CROSSLAKE	13888 DAGGETT BAY RD	CROSSLAKE MN 56442	Public	Public (0-5 acres)	1.04 \$ 2,000.00
4	14090761	MARSHALL, FRANK E & SPENCER	10480 80TH ST W	LONSDALE MN 55046	Rural Residential	Vacant Res (5+ ac) Non-Lake	40.92 \$ 3,500.00
5	14090755	CITY OF CROSSLAKE	13888 DAGGETT BAY RD	CROSSLAKE MN 56442	Rural Residential	Public (5+ acres)	9.02 \$ 2,000.00
6	14090749	CITY OF CROSSLAKE	13888 DAGGETT BAY RD	CROSSLAKE MN 56442	Public	Public (5+ acres)	41.01 \$ 3,500.00
7	14090748	CROSSLAKE, EVANGELICAL LUTHERAN CHU	P O BOX 248	CROSSLAKE MN 56442	Rural Residential	Religious (5+ acres)	41.71 \$ 3,500.00
8	14090747	KREITZ-CLOW, EVA MARIE	PO BOX 840	PEQUOT LAKES MN 56472	Shoreland Dist	SF Non-Lake	2.15 \$ 2,000.00
9	14090738	CHATHAM ACQUISITION LLC	3709 GRANDWAY #117	ST LOUIS PARK MN 55416	Rural Residential	Mobile Home Community	38.03 \$ 3,500.00
10	14100707	MARSHALL, MERLE & JASON	513 W WIND AVE	SHAKOPEE MN 55379	Shoreland Dist	Vacant Res (5+ ac) Non-Lake	39.28 \$ 3,500.00
11	14100706	MARSHALL, JOSEPH A & ANTHONY J	20723 JUSTICE CT	LAKEVILLE MN 55044	Shoreland Dist	Vacant Res (5+ ac) Non-Lake	39.29 \$ 3,500.00
12	14100703	JONES, MATTHEW (20%) C/O DENYSE KIMBELL JONES	1840 LOGAN LN	MANDEVILLE, LA 70448	Shoreland Dist	SF Lake	1.55 \$ 2,000.00
13	14100508	MCDANIEL, MARC R & LAURI P	232 KIMBERLY DR	NEW BRIGHTON MN 55112	Shoreland Dist	SF Lake	1.48 \$ 2,000.00
14	14100702	DIKEL, NEVIN DANA &	4201 WOODLAND TRL	GOLDEN VALLEY MN 55422	Shoreland Dist	SF Lake	1.17 \$ 2,000.00
15	14100701	CAMPBELL, WILLIAM C II	3 HIGH CIRCLE WAY	NORTH OAKS MN 55127	Shoreland Dist	SF Lake	1.11 \$ 2,000.00
16	14100700	LARSON, GEORGE & GEORGINE FAMILY TRUST	4240 STEAMBOAT BND # 201	FORT MYERS FL 33919	Shoreland Dist	SF Lake	1.08 \$ 2,000.00
17	14100699	RONZIO, JOSEPH & JOANNE	130 S CASTLEGREEN CIR	THE WOODLANDS TX 77381	Shoreland Dist	SF Lake	0.93 \$ 2,000.00
18	14100698	UTZ, MICHAEL LEE &	7251 236TH ST E	LAKEVILLE MN 55044	Shoreland Dist	SF Lake	0.71 \$ 2,000.00
19	14100697	ABBOTT, DONALD & KATHLEEN	14455 OLDFIELD RD	STILLWATER MN 55082	Shoreland Dist	SF Lake	0.85 \$ 2,000.00
20	14100696	OOTHOUDT, LISA A TRUST	2618 COON RAPIDS BLVD NW	COON RAPIDS MN 55433	Shoreland Dist	SF Lake	0.37 \$ 2,000.00
21	14100691	OOTHOUDT, LISA A TRUST	2618 COON RAPIDS BLVD NW	COON RAPIDS MN 55433	Shoreland Dist	SF Lake	2.19 \$ 2,000.00
22	14100507	YOUNCE, CARL M & CARLA M	37404 DAGGETT LN	CROSSLAKE MN 56442	Shoreland Dist - corner	SF Non-Lake	1.83 \$ -
23	14090812	SKB PETERSON PROPERTIES LLC	13751 DAGGETT PINE RD	CROSSLAKE MN 56442	Limited Commercial	Commerical	0.46 \$ 2,000.00
24	14090715	JONES, SCOTT ALAN & MARY LEE	4276 230TH AVE NW	ST FRANCIS MN 55070	Shoreland Dist	SF Non-Lake	0.96 \$ 2,000.00
25	14090714	SALSEG, JAMES A & BARBARA H	13903 DAGGETT PINE RD	CROSSLAKE MN 56442	Rural Residential	SF Non-Lake	0.96 \$ 2,000.00
26	14090713	BERNDT, MICHAEL C & JOAN M	13931 DAGGETT PINE RD	CROSSLAKE, MN 56442	Rural Residential	SF Non-Lake	0.96 \$ 2,000.00
27	14090712	KOCH, JAMES & JANET	PO BOX 209	WINSTED MN 55395	Rural Residential	SF Non-Lake	0.96 \$ 2,000.00
28	14090711	MARTIN, TIMOTHY A & ANDREA L	37463 MILLER RD	CROSSLAKE MN 56442	Rural Residential - corner	SF Non-Lake	1.08 \$ -
29	14090693	WHITCOMB, KURT ALLEN	2975 COPELAND	MAPLE PLAINE, 55359	Shoreland Dist	SF Non-Lake	0.41 \$ 2,000.00
30	14090688	PAYNE, SANDRA LEE	32537 TIMBERLANE PT	BREEZY POINT, 56472	Shoreland Dist	SF Non-Lake	0.41 \$ 2,000.00
31	14100546	WEGLEITNER, MARTIN	14799 DAGGETT PINE RD	CROSSLAKE, MN 56442	Shoreland Dist - corner	SF Non-Lake	0.47 \$ 2,000.00
32	14100539	KIVIOJA, TERRY	12257 UNITY ST NW	COON RAPIDS MN 55448	Shoreland Dist	SF Non-Lake	0.46 \$ 2,000.00
33	14100538	MEYER, TIMOTHY L & DEBRA L	285 KILBIRNIE WAY	MAHTOMEDI MN 55115	Shoreland Dist	SF Non-Lake	0.46 \$ 2,000.00
34	14100537	BEAN, DIANNE R	PO BOX 396	CROSSLAKE, MN 56442	Shoreland Dist - corner	SF Non-Lake	0.52 \$ -
35	14090581	JASON BACA LLC	32514 COUNTY RD 112	PEQUOT LAKES MN 56472-2408	Rural Residential	Vacant Res (0-5 ac)	1.74 \$ 2,000.00
36	14090577	JASON BACA LLC	32514 COUNTY RD 112	PEQUOT LAKES MN 56472-2408	Rural Residential	Vacant Res (5+ ac)	8.57 \$ 2,000.00
37	14090576	NEMES, ROSELLA I LIVING TRUST	14305 DAGGETT PINE RD PO BOX 769	CROSSLAKE MN 56442	Rural Residential	Vacant Res (5+ ac)	11.57 \$ 2,000.00
38	14090570	CRANE, SANDRA R LIVING TRUST	11969 NORTHGATE LANE	CROSSLAKE MN 56442	Rural Residential - corner	SF Non-Lake	0.97 \$ 2,000.00
39	14090564	C & J BUILDERS INC	PO BOX 365	CROSSLAKE MN 56442	Rural Residential	Vacant Res (5+ ac)	7.35 \$ 2,000.00
40	14090532	CAREFREE TOWNHOMES CROSSLAKE C/O C&J BUILDERS INC	P O BOX 365	CROSSLAKE, MN 56442	Rural Residential	Townhome/Condominium	6.32 \$ 2,000.00
41	14090529	ARVIG, GREGORY G REV TRUST	36227 FOX HUNTER RD	PEQUOT LAKES, 56472	Shoreland Dist - corner	SF Non-Lake	0.51 \$ 2,000.00

Daggett Pine Road - Preliminary Assessment Roll							
	Crosslake, MN			Total	City	Assessed	
	8-May-24		Bituminous Mill & Overlay (Est)	\$265,000	\$119,000.00	\$146,000.00	
	Primary Properties						Proposed
	PARCEL NUMBER	OWNER	ADDRESS	ZONING/LAND USE	CURRENT USE	Acres	Assessment
42	14090528	ZENZ, DAVID P & REBECCA J	13820 DAGGETT PINE RD	CROSSLAKE, MN 56442	Shoreland Dist	SF Non-Lake	2.52 \$ 2,000.00
43	14090506	COMMON AREA			Rural Residential	Townhome/Condominium	15.26 \$ 2,000.00
44	14100727	MESNA, LELAND S & ALICE M	15539 DAGGETT PINE RD	CROSSLAKE, MN 56442	Shoreland Dist	SF Non-Lake	0.77 \$ 2,000.00
45	14100726	BEACH DREAM LLC LLC	12795 TUCKER RD	ROGERS MN 55374	Shoreland Dist	Vacant Res (5+ ac)	19.89 \$ 2,000.00
46	14100510	VANDENBOSCH, RICHARD & LONNIE J	15257 DAGGETT PINE RD	CROSSLAKE MN 56442	Shoreland Dist	Vacant Res (5+ ac)	6.21 \$ 2,000.00
47	14100705	TIMMERMAN, LORI A TRUST U/A 2-2-11	8838 KAGAN COURT NE	OTSEGO, MN 55362	Shoreland Dist	SF Lake	1.22 \$ 2,000.00
48	14100704	TIMMERMAN, LORI A TRUST U/A 2-2-11	8838 KAGAN COURT NE	OTSEGO, MN 55362	Shoreland Dist	SF Lake	1.45 \$ 2,000.00
49	14100653	MESNA, LELAND S & ALICE M	15539 DAGGETT PINE RD	CROSSLAKE, MN 56442	Shoreland Dist	SF Lake	0.59 \$ 2,000.00
50	14100652	SCHREIBER PROPERTIES, LLC C/O ANNA SCHREIBER	2745 W CYPRESS CREEK RD STE B	FORT LAUDERDALE FL 33309	Shoreland Dist	SF Lake	0.18 \$ 2,000.00
51	14100651	SCHREIBER PROPERTIES, LLC C/O ANNA SCHREIBER	2745 W CYPRESS CREEK RD STE B	FORT LAUDERDALE FL 33309	Shoreland Dist	SF Lake	0.51 \$ 2,000.00
52	14100650	SCHREIBER PROPERTIES, LLC C/O ANNA SCHREIBER	2745 W CYPRESS CREEK RD STE B	FORT LAUDERDALE FL 33309	Shoreland Dist	SF Lake	0.38 \$ 2,000.00
53	14100649	PRIEM, STEPHEN M & RHONDA K	8647 FLAMINGO DR	CHANHASSEN, MN 55317	Shoreland Dist	SF Lake	0.49 \$ 2,000.00
54	14100648	CSERPES, SHARON M TRST DATE 1-22-03, SHARON & FRANK CSERPES TRUSTEES	672 BOUNDARY BLVD	ROTONDA WEST, FL 33947	Shoreland Dist	SF Lake	1.32 \$ 2,000.00
55	14100604	VANDENBOSCH, RICHARD & EDMUND J & VANDENBOSCH, LONNIE	15257 DAGGETT PINE RD	CROSSLAKE, MN 56442	Shoreland Dist	SF Lake	0.64 \$ 2,000.00
56	14100603	SKILLINGSTAD, DENNIS & EILEEN	1800 13TH AVE S	ST CLOUD, MN 56301	Shoreland Dist	SF Lake	0.42 \$ 2,000.00
57	14100602	SKB PETERSON PROPERTIES LLC	13751 DAGGETT PINE RD	CROSSLAKE MN 56442	Shoreland Dist	SF Lake	0.30 \$ 2,000.00
58	14100601	HINDE, JANEL E	8211 TURLE CREEK BLVD	MINNETRISTA MN 55375	Shoreland Dist	SF Lake	0.32 \$ 2,000.00
59	14100600	JACOBSEN, BRADLEY D & KRISTEN M	15369 DAGGETT PINE RD PO BOX 985	CROSSLAKE MN 56442	Shoreland Dist	SF Lake	0.65 \$ 2,000.00
60	14100599	MASKEVICH, ANTHONY E & DARCY L	15889 HARTLEY BLVD S	SHAKOPEE MN 55379	Shoreland Dist	SF Lake	0.43 \$ 2,000.00
61	14100598	ZUREK, JOHN F & BARBARA A	16115 46TH AVE N	PLYMOUTH MN 55446	Shoreland Dist	SF Lake	0.39 \$ 2,000.00
						Primary	\$ 125,000.00

Daggett Pine Road - Preliminary Assessment Roll							
	Crosslake, MN						
	8-May-24						
	Secondary Properties						Proposed
PARCEL NUMBER	OWNER	ADDRESS		ZONING/LAND USE	CURRENT USE	Acres	Assessment
1	14090689	PAYNE, SANDRA LEE	32537 TIMBERLANE PT	BREEZY POINT, MN 56472	Rural Residential	SF Non-Lake	0.41 \$ 1,000.00
2	14090690	PAYNE, SANDRA LEE	32537 TIMBERLANE PT	BREEZY POINT, MN 56472	Rural Residential	SF Non-Lake	0.46 \$ 1,000.00
3	14090691	PAYNE, SANDRA LEE	32537 TIMBERLANE PT	BREEZY POINT, MN 56472	Rural Residential	SF Non-Lake	0.46 \$ 1,000.00
4	14090692	WHITCOMB, KURT ALLEN	2975 COPELAND	MAPLE PLAINE, MN 55359	Rural Residential	SF Non-Lake	0.41 \$ 1,000.00
5	14090578	KYCIA, RICHARD PETER & TAMMY LEE	14331 DAGGETT PINE RD	CROSSLAKE MN 56442	Rural Residential	SF Non-Lake	1.42 \$ 1,000.00
6	14090579	BLASKOWSKI, CHRISTOPHER J	8868 NUTHATCH RD	ST JOSEPH, MN 56374	Rural Residential	SF Non-Lake	1.78 \$ 1,000.00
7	14090580	ITSTUCKERJOBEL LLC	PO BOX 855	PEQUOT LAKES MN 56472	Rural Residential	SF Non-Lake	1.79 \$ 1,000.00
8	14100592	REILLY, JOSEPH M JR & PATRICIA L	20235 N. SUNDANCE WAY	SURPRISE AZ 85374	Shoreland Dist	SF Lake	0.39 \$ 1,000.00
9	14100593	SCHROEDER, STEVEN L REV TRUST	10310 57TH AVE N	PLYMOUTH MN 55442	Shoreland Dist	SF Lake	0.34 \$ 1,000.00
10	14100594	MOORE, DOUGLAS C & ALETTA L	14181 JON CARVER PKWY	CARVER, MN 55315	Shoreland Dist	SF Lake	0.32 \$ 1,000.00
11	14100595	HOVERSTEN, DAVID V	1922 5TH AVE NW	AUSTIN MN 55912	Shoreland Dist	SF Lake	0.28 \$ 1,000.00
12	14100596	FREDRICKSON, BRYAN W & NANCY R	1663 MALLARD DR	EAGAN, MN 55122	Shoreland Dist	SF Lake	0.30 \$ 1,000.00
13	14100597	TENNEY, CAROLYN M & DANIEL R(1/2INT	5980 ROYAL OAKS DR	SHOREVIEW, MN 55126	Shoreland Dist	SF Lake	0.38 \$ 1,000.00
14	14100567	FRIEDERICH, DUANE A & KAREN A	37698 MOEN BEACH TRL	CROSSLAKE MN 56442	Shoreland Dist	SF Non-Lake	0.48 \$ 1,000.00
15	14100568	DOEDE FAMILY REVOCABLE TRUST	1344 BIRCH PARK RD	HOULTON WI 54082	Shoreland Dist	SF Non-Lake	0.46 \$ 1,000.00
16	14100569	RESNIKOFF, ERIC A & NORA A	6920 CROSBY AVE	INVER GROVE HTS, MN 55076	Shoreland Dist	SF Non-Lake	0.52 \$ 1,000.00
17	14100570	SEIBERT-VOLZ, MARCIA & JEROME VOLZ	37668 MOEN BEACH TRL	CROSSLAKE MN 56442	Shoreland Dist	SF Non-Lake	0.53 \$ 1,000.00
18	14100571	FRIEDERICH, DIANNE M REVOCABLE TRUST	5544 WENTWORTH AVE S	MINNEAPOLIS MN 55419	Shoreland Dist	SF Non-Lake	0.52 \$ 1,000.00
19	14100572	HOFFMAN, DARYL J & SUSAN C	8467 ISLAND BREEZE AVE	PANAMA CITY BEACH FL 32413	Shoreland Dist	SF Non-Lake	0.45 \$ 1,000.00
20	14100573	LINDSTAM, STEVEN & SUSAN TRUST AGR	37646 MOEN BEACH TRL	CROSSLAKE MN 56442	Shoreland Dist	SF Non-Lake	0.47 \$ 1,000.00
21	14100728	CUMMINGS, CHRISTOPHER & HEATHER	12795 TUCKER RD	ROGERS MN 55374	Shoreland Dist	SF Non-Lake	1.12 \$ 1,000.00
						Secondary	\$ 21,000.00
						Total	\$ 146,000.00

F. 3. a. 3.

**CITY OF CROSSLAKE, MINNESOTA
RESOLUTION NO. 24- _____**

**A RESOLUTION FOR HEARING ON PROPOSED ASSESSMENT FOR THE
2024 ROAD IMPROVEMENTS PROJECT**

WHEREAS, by a resolution passed by the council on May 13, 2024, the City Clerk was directed to prepare a proposed assessment of the cost of improvements associated with the 2024 Road Improvements,

WHEREAS, the Clerk has notified the Council that such proposed assessment has been completed and is on file in City Hall for public inspection.

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

1. A hearing shall be held at _____, on _____, _____, 2024 in the Crosslake City Hall located at 13888 Daggett Bay Road, Crosslake, MN 56442 to pass upon such proposed assessment. All persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.

2. The City Clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and the City Clerk shall state in the notice the total cost of the improvement. City Clerk shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.

3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City of Crosslake, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. An owner may at any time thereafter, pay to the County Auditor the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made.

Adopted by the Crosslake City Council this 13th day of May 2024.

CITY OF CROSSLAKE, MINNESOTA

David Nevin
Mayor

ATTEST:

Charlene Nelson
City Clerk

F.4.a.1.

TO: City Council

FROM: TJ Graumann, Pat Wehner

DATE: May 8, 2024

SUBJECT: Recommendation to Remove Employee from Probationary Status

We have completed our review for Maintenance Technician, Mark Horak. Mark started his employment with the City in November of 2023 and has since proven to be a reliable asset. Mark is a quick learner and a hard worker. We are recommending that Mark is removed from probationary status and be placed as a regular full-time employee for the City of Crosslake along with moving from step 4 to step 5 on the 2024 AFSCME salary schedule, effective May 20.

F.4.a.2.

CROSSLAKE PICKLEBALL COURT RESERVATION POLICY

The purpose of this policy is to establish court reservation guidelines for the City of Crosslake Parks and Recreation Department.

Eligible to Reserve Indoor and/or Outdoor Pickleball Courts

The City of Crosslake

The City may reserve indoor and/or outdoor courts host tournaments, special events, fundraisers, programs, etc., that benefit the City.

Crosslake Pickleball Association

The Crosslake Pickleball Association (CPA) may reserve indoor and/or outdoor courts, with the approval from the Parks and Recreation Director, to host tournaments, special events, and fundraisers that impact the community and the City.

Registered 501(c3) Non-Profit Organizations*

Registered 501(c3) Non-Profit Organizations may reserve indoor and/or outdoor courts for fundraisers that directly benefit their organization.

Non-Profit Reservation Guidelines

- Reservations are capped at two per year
- Reservations are accepted on a first come, first serve basis
- Reservations open January 1st and close July 1st
- 2-day max reservation
- Reservation date is to be approved by the Parks and Recreation Director
- Consecutive reservations are not allowed
- Special reservations/events are under the discretion of the Director.
- Fees
 - Outside Courts: \$150 per day
 - Indoor Courts: \$100 per day
 - \$50 to reserve the indoor courts (gymnasium) as a back-up.
 - If the indoor courts are not used/needed, the organization would be charged a flat fee of \$50. If the organization does use/need the indoor courts, the organization would be charged \$100 per day.