

**AGENDA
REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, MAY 12, 2025
6:00 P.M. – CITY HALL**

Council Member Sandy Farder will be attending via Zoom from 14127 Bald Eagle Trail due to medical reasons.

A. CALL TO ORDER

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

B. PUBLIC FORUM – This time is reserved for those person’s who have a desire to address the Council and have officially submitted in writing, by Wednesday noon, prior to the City Council meeting a request to be placed on the agenda.

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

1. Regular Council Meeting Minutes of April 14, 2025
2. Special Council Meeting Minutes of April 25, 2025
3. April 2025 Budget Revenues
4. April 2025 Budget Expenditures
5. April 2025 Balance Sheet
6. Police Report for Crosslake – April 2025
7. Police Report for Mission Township – April 2025
8. Fire Department Report – April 2025
9. Planning Commission/Board of Adjustment Meeting Minutes of March 28, 2025
10. Planning Commission/Board of Adjustment Meeting Minutes of April 24, 2025
11. Findings of Facts of Final Replat of the River Trail Road Plat dated 4/25/2025
12. Parks & Recreation/Library Commission Minutes of March 26, 2025
13. Public Works Meeting Minutes of April 7, 2025
14. Resolution to Adopt for Renewal Existing Liquor License Establishments for 2025-2026
15. Approval of F.I.R.E. Invoice
16. Bills for Approval

D. MAYOR’S AND COUNCIL MEMBERS’ REPORT

1. Recognition of Crosslake Fire Department’s Leadership in the Second Annual Women’s Fire Expo
2. Notice of Crow Wing County Information Workshop (Council Information)
3. Application for Public Fireworks Display in Crosslake Town Square on June 14, 2025 (**Council Action-Motion**)
4. Cindy Myogeto - Celebrate America Fireworks and Dave Fischer - Grandpa’s Run for the Walleye
5. Resolution Accepting Donations (**Council Action-Motion**)

E. CITY ADMINISTRATOR'S/CITY CLERK'S REPORT

1. Memo dated April 24, 2025 from Lori Conway Re: Managed IT Service for Disaster Recovery (Council Information)
2. Memo dated May 1, 2025 from Lori Conway Re: Deputy Clerk/Treasurer Removal from MNPEA to AFSCME Union (Council Action-Motion)
3. Second Reading of Ordinance Amendment Regarding Special Events Liquor Licenses and Hiring of Police Officer for Gatherings of 50 or More People and Approval to Publish Summary of Ordinance in Official Newspaper (Council Action-Motion)
4. Memo dated May 8, 2025 from Lori Conway Re: Summer Hours (Council Action-Motion)
5. Memo dated May 8, 2025 from Lori Conway Re: Trenchless Repair (Council Action-Motion)

F. COMMISSION REPORTS

1. PUBLIC SAFETY
 - a. Memo dated 5-12-25 from Chief Maier Re: Full Time Police Officer (Council Action-Motion)
 - b. Update on Proposed ATV Ordinance
2. PARK & RECREATION/LIBRARY
 - a. Request for Council Action dated May 12, 2025 from TJ Graumann Re: Surplus Grapple (Council Action-Motion)
 - b. STRIPE Processing for Pickleball Tournaments (Council Action-Motion)
3. PUBLIC WORKS/CEMETERY/SEWER
 - a. Memo dated May 5, 2025 from Public Works Commission Re: City-Wide Trail Plan (Council Action-Motion)
 - b. Memo dated May 5, 2025 from Public Works Commission Re: Feasibility Plan (Council Action-Motion)
 - c. Memo dated May 8, 2025 from Pat Wehner Re: Archaeological Study – CR 103 (Council Action-Motion)
 - d. Memo dated May 8, 2025 from Pat Wehner Re: Right Turn Lane on Perkins Road (Council Action-Motion)
 - e. Memo dated May 5, 2025 from Public Works Commission Re: Wilderness Parkway (Council Action-Motion)
 - f. Memo dated May 5, 2025 from Public Works Commission Re: Bar Stock and Loon Center Update (Council Action-Motion)
 - g. Memo dated May 8, 2025 from Pat Wehner Re: Road Improvement Plans Year 2 & Year 3 (Council Information)
 - h. Memo dated May 5, 2025 from Public Works Commission Re: 2025 Crack Seal (Council Action-Motion)
 - i. Memo dated May 5, 2025 from Public Works Commission Re: Year 3 – 2026 Improvements (Council Action-Motion)
 - j. Memo dated May 5, 2025 from Public Works Commission Re: 5-Year Road Improvement Plan (Council Action-Motion)

4. PLANNING & ZONING

- a. First Reading of Ordinance Amendment Naming an Unnamed Road as Wilderness Parkway
- b. Ordinance Amendment – Land Use Table, Adding Golf Course in the RR5 as a Conditional Use Permit (Council Action-Motion)
- c. Approval to Refund \$750 to Mike Stone for Ordinance Change Request Fee (Council Action-Motion)
- d. Ordinance Amendment – Land Use Article 7 Conditional/Interim Use Permits Adding a Sunset Clause (Council Action-Motion)
- e. Planning Commission Wage Increase from \$35 to \$40 Per Meeting (Council Action-Motion)
- f. Ordinance Amendment – Sec. 26-549 to Not Give Credit for a Permeable Surfacing System as Pervious Surface (Council Action-Motion)

G. CITY ATTORNEY REPORT

H. PUBLIC FORUM – This is for those person's that wish to address the Council. The Council recognizes the value of citizen input. Time will be limited to 3 minutes or longer, if the Mayor feels it is necessary.

I. NEW BUSINESS

J. OLD BUSINESS

K. ADJOURN

C.1.

**REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, APRIL 14, 2025
6:00 P.M. – CITY HALL**

The Crosslake City Council held the Regular Council Meeting on Monday, April 14, 2025 in City Hall. The following Council Members were present: Mayor Jackson Purfeerst, Jayme Knapp, Sandy Farder, Bob Heales, and Robin Sylvester. Also in attendance were City Administrator Lori Conway, City Clerk Char Nelson, Park Director TJ Graumann, Public Works Director Patrick Wehner, Police Chief Jake Maier, Administrative Assistant Jen LeBlanc, Fire Chief Chip Lohmiller, Zoning Administrator Paul Satterlund, Planner Zoning Coordinator Cheryl Stuckmayer, and City Engineer Phil Martin. City Attorney Jordan Soderlind attended via Zoom. There were approximately thirty-five audience members in City Hall and on Zoom.

A. CALL TO ORDER – Mayor Purfeerst called the Regular Council Meeting to order at 6:00 P.M. The Pledge of Allegiance was recited. MOTION 04R-01-25 WAS MADE BY ROBIN SYLVESTER AND SECONDED BY BOB HEALES TO APPROVE THE ADDITIONS TO THE AGENDA. MOTION CARRIED WITH ALL AYES.

B. PUBLIC FORUM –

1. Larry and Kathy Allen of 14036 County Road 36 spoke to the Council in opposition of the River Trail Road Plat being considered on the agenda tonight to be rezoned from RR5 to RR2. The Allens said the development was not in line with the Comprehensive Plan.
2. Jim Burt of 37749 Donaldson Point of Pine River spoke to the Council about his development off of White Pine Trail and explained why it was a good location for his plat named Rolling Hills to be rezoned from RR5 to RR2.
3. Derick White of 37990 White Pine Trail addressed the Council and spoke of his opposition to the proposed development of the north track of Rolling Woods plat and rezoning the property from RR5 to RR2.

C. CONSENT CALENDAR – MOTION 04R-02-25 WAS MADE BY SANDY FARDER AND SECONDED BY JAYME KNAPP TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR:

1. Special Council Meeting Minutes of March 14, 2025
2. Regular Council Meeting Minutes of March 10, 2025
3. Special Council Meeting Minutes of March 31, 2025
4. March 2025 Budget Revenues
5. March 2025 Budget Expenditures
6. March 2025 Balance Sheet
7. Police Report for Crosslake – March 2025
8. Police Report for Mission Township – March 2025
9. Fire Department Report – March 2025
10. Planning Commission/Board of Adjustment Meeting Minutes of February 28, 2025
11. Planning Commission/Board of Adjustment Meeting Minutes of March 7, 2025
12. Parks & Recreation/Library Commission Minutes of February 26, 2025
13. Public Works Meeting Minutes of March 3, 2025
14. Waste Partners Recycling Reports for February and March 2025

15. Approval of F.I.R.E. Invoices in the Amount of \$3,950.00
 16. Bills for Approval in the Amount of \$405,255.10
 17. Additional Bills for Approval in the Amount of \$15,019.81
- MOTION CARRIED WITH ALL AYES.

D. MAYOR'S AND COUNCIL MEMBERS' REPORT

1. Mayor Purfeerst read a proclamation declaring the week of April 20-26, 2025 as National Volunteer Week in the City of Crosslake and gave a copy to Alden Hardwick as a thank you for all the volunteer hours he has given to the City.
2. MOTION 04R-03-25 WAS MADE BY SANDY FARDER AND SECONDED BY ROBIN SYLVESTER TO APPROVE THE APPLICATION FOR OUTDOOR PUBLIC FIREWORKS DISPLAY FROM NORTH STAR FIREWORKS ON MAY 9, 2025 ON CROSS LAKE NEAR ZORBAZ AS PART OF THE GOVERNOR'S FISHING OPENER CELEBRATION. MOTION CARRIED WITH ALL AYES.
3. MOTION 04R-04-25 WAS MADE BY ROBIN SYLVESTER AND SECONDED BY BOB HEALES TO APPROVE RESOLUTION NO. 25-07 ACCEPTING DONATIONS FROM MCPHERSON IN THE AMOUNT OF \$50.00 FOR THE PARK DEPARTMENT, FROM ANONYMOUS IN THE AMOUNT OF \$25.00 FOR THE PARK DEPARTMENT, FROM THE CROSSLAKE FIREFIGHTERS RELIEF ASSN IN THE AMOUNT OF \$1,634.95 FOR JACKETS, FROM PAL FOUNDATION IN THE AMOUNT OF \$7,544.21 FOR THE PARK DEPARTMENT, FROM PAL FOUNDATION IN THE AMOUNT OF \$10,396.00 FOR PICKLEBALL, AND FROM SOURCEWELL IN THE AMOUNT OF \$2,000.00 FOR LIBRARY BOOOKA EVENT. MOTION CARRIED WITH ALL AYES.
4. MOTION 04R-05-25 WAS MADE BY BOB HEALES AND SECONDED BY JAYME KNAPP TO APPOINT KATHY ALLEN AS ALTERNATE ON ECONOMIC DEVELOPMENT AUTHORITY. MOTION CARRIED WITH ALL AYES.
5. Jackson Purfeerst reported that the estimated cost to construct a council dais is \$6,000 and it would be ADA compliant. MOTION 04R-06-25 WAS MADE BY JAYME KNAPP AND SECONDED BY BOB HEALES TO APPROVE THE PURCHASE AND CONSTRUCTION OF COUNCIL DIAS AT ESTIMATED COST OF \$6,000. MOTION CARRIED WITH ALL AYES. TJ Graumann stated that he may be able to repurpose the countertops on the existing dais in the pavilion at the park.
6. Sandy Farder reported that she would like the Council to consider establishing a group to consider the City's growth and how the City wants that to look. Ms. Farder stated that when making decisions about land developments, there should be a plan in place that the Council can follow and help guide them. MOTION 04R-07-25 WAS MADE BY SANDY FARDER AND SECONDED BY JACKSON PURFEERST TO CREATE A COMMITTEE TO FOCUS ON THE GROWTH OF THE CITY AND HOW THAT SHOULD LOOK. MOTION CARRIED WITH ALL AYES.

E. CITY ADMINISTRATOR'S REPORT

1. MOTION 04R-08-25 WAS MADE BY SANDY FARDER AND SECONDED BY BOB HEALES TO APPROVE ORDINANCE NO. 399 AMENDING CHAPTER 4 RELATING TO ALCOHOLIC BEVERAGES AND INCREASING THE NUMBER OF ON-SALE LIQUOR LICNESES. MOTION CARRIED WITH ALL AYES.
2. MOTION 04R-09-25 WAS MADE BY SANDY FARDER AND SECONDED BY JAYME KNAPP TO APPROVE THE APPLICATION FOR GROUP TRANSIENT MERCHANT PERMIT FOR THE NATIONAL LOON CENTER FOR JUNE 21, 2025 FOR AN OUTDOOR MARKET, INCLUDING PHOTOS, CANDLES, BEVERAGES, AND FOOD. MOTION CARRIED WITH ALL AYES.

Jon Mobeck of the National Loon Center provided more information regarding the Minnesota Loons and Lakes Festival that will take place June 20-June 21.

3. MOTION 04R-10-25 WAS MADE BY BOB HEALES AND SECONDED BY SANDY FARDER TO REQUIRE THE NATIONAL LOON CENTER TO INSTALL SIDEWALK ON WEST SIDE OF PIONEER DRIVE FROM SWANN DR TO REED'S PARKING LOT AND TO DIRECT STAFF TO INSTALL NO PARKING SIGNS ON EAST SIDE OF PIONEER DRIVE ONCE NATIONAL LOON CENTER OPENS. MOTION CARRIED WITH ALL AYES. Jon Mobeck stated that the sidewalk was already in the construction plans for the building.
4. Char Nelson reviewed the first reading of Ordinance amending Chapter 4 related to a new license called Special Events Liquor License.

F. COMMISSION REPORTS

1. PUBLIC SAFETY

- a. Jen LeBlanc provided the Council with an update on the licensing for Short-Term Rentals and reported that the online portal to register is now available. 41 rentals have registered to date. Enforcement of non-registered rentals will begin after May 1.
- b. Chief Maier reported that he has met with Public Works and Planning & Zoning to discuss the illegal placement of advertisement signs in the road right-of-way and stated that the Police Department will be assisting in enforcing the State Statute and City Ordinance related to these.

2. PUBLIC WORKS/CEMETERY/SEWER

- a. MOTION 04R-11-25 WAS MADE BY ROBIN SYLVESTER AND SECONDED BY BOB HEALES TO NOT PURSUE A CROSSWALK ON COUNTY ROAD 3 BY SIMPLY RUSTIC FLORAL DESIGN AS DIRECTED BY THE COUNTY. MOTION CARRIED WITH ALL AYES.

- b. Pat Wehner reported that he received a quote to sealcoat trails with a new product at a cost much lower than normal. Mr. Wehner stated that this will be an experiment to see how the product holds up. MOTION 04R-12-25 WAS MADE BY SANDY FARDER AND SECONDED BY JAYME KNAPP TO PROCEED WITH THE QUOTE FROM MIKE SCHAEFER SEALCOATING, LLC IN THE AMOUNT OF \$39,209.00 FOR THE SEALCOATING OF TRAILS ON WEST SHORE DRIVE AND DAGGETT PINE ROAD. MOTION CARRIED WITH ALL AYES.
- c. MOTION 04R-13-25 WAS MADE BY SANDY FARDER AND SECONDED BY ROBIN SYLVESTER TO AWARD BID FOR HARBOR LANE ROAD IMPROVEMENTS TO DECHANTAL EXCAVATING IN THE AMOUNT OF \$519,068.99. MOTION CARRIED WITH ALL AYES. Phil Martin stated that a start date has not been set, but the company will have 45 days to complete the project once they begin.
- d. MOTION 04R-14-25 WAS MADE BY ROBIN SYLVESTER AND SECONDED BY SANDY FARDER TO APPROVE THE CONSTRUCTION COST SHARE AGREEMENT WITH CROW WING COUNTY FOR THE BITUMINOUS SURFACING OF ROADWAYS FOR THE 2025 ROAD IMPROVEMENT PROJECTS AT A COST OF \$499,569.26. MOTION CARRIED WITH ALL AYES.
- e. MOTION 04R-15-25 WAS MADE BY JACKSON PURFEERST AND SECONDED BY BOB HEALES TO APPROVE THE EXPENDITURE OF UP TO \$10,000, WHICH IS IN THE 2025 BUDGET, TO REPAIR AND REPLACE LIFT STATIONS. MOTION CARRIED WITH ALL AYES.
- f. Pat Wehner reported that the sewer pipe at Mad Rabbits experienced blockage issues again. The cost was approximately \$5,000 to open and repair the pipe.
- g. MOTION 04R-16-25 WAS MADE BY JACKSON PURFEERST AND SECONDED BY BOB HEALES TO MOVE RILEY JORDAN AND DAVID BECKEL TO FULL TIME STATUS AND MOVE THEM ONE STEP ON THE AFSCME WAGE SCALE EFFECTIVE ON THEIR 6-MONTH ANNIVERSARY DATE. MOTION CARRIED WITH ALL AYES.

3. PARK & RECREATION/LIBRARY

- a. TJ Graumann reported that the fire department conducted a controlled burn of the warming house and staff will be getting the ground ready for construction of pickleball courts. Mr. Graumann reported that there will be three baseball teams this year.
- b. MOTION 04R-17-25 WAS MADE BY ROBIN SYLVESTER AND SECONDED BY JACKSON PURFEERST TO AMEND THE DRAFT LIBRARY POLICY BY ADDING THE FOLLOWING VERBIAGE ON PAGE 4, UNDER VOLUNTEER POLICY: "VOLUNTEERS MAY SUBMIT SUGGESTIONS REGARDING LIBRARY OPERATIONS AND UPDATES TO THE LIBRARY POLICIES AND

PROCEDURES TO THE LIBRARY COORDINATOR. IF THE DIRECTOR APPROVES, THE SUGGESTION IS THEN PRESENTED TO THE PARKS AND RECREATION/LIBRARY COMMISSION FOR CONSIDERATION. SHOULD THE COMMISSION RECOMMEND MOVING FORWARD, THE PROPOSAL IS SUBSEQUENTLY PRESENTED TO THE CITY COUNCIL FOR FINAL REVIEW.” MOTION CARRIED WITH ALL AYES.

MOTION 04R-18-25 WAS MADE BY ROBIN SYLVESTER AND SECONDED BY SANDY FARDER TO APPROVE THE CROSSLAKE AREA LIBRARY POLICY MANUAL DATED APRIL 14, 2025 WITH PROPOSED CHANGE. MOTION CARRIED WITH ALL AYES.

- c. The Council reviewed the proposals for engineering services for CSAH 3 Trail Improvements from Bolton & Menk and WSN. Mike O’Connell of the Lake Foundation stated that WSN has been involved in the project since the beginning by recommending grants and volunteering time, which helped raise \$125,000 so far. MOTION 04R-19-25 WAS MADE BY JAYME KNAPP AND SECONDED BY SANDY FARDER TO APPROVE WIDSETH PROPOSAL FOR PROFESSIONAL DESIGN SERVICES FOR CROSSLAKE HSIP CSAH 3 TRAIL AT AN ESTIMATED COST OF \$107,000. MOTION CARRIED WITH ALL AYES.
- d. MOTION 04R-20-25 WAS MADE BY SANDY FARDER AND SECONDED BY BOB HEALES TO APPROVE THE PURCHASE OF TWO TRAIL CAMERAS TO MONITOR HIGH-TRAFFIC RIGHTS-OF-WAY THAT TERMINATE AT THE WATER IN THE AMOUNT OF \$500, TO BE FUNDED BY PAL FOUNDATION. MOTION CARRIED WITH ALL AYES.
- e. MOTION 04R-21-25 WAS MADE BY SANDY FARDER AND SECONDED BY ROBIN SYLVESTER TO APPROVE THE QUOTE FROM CULLIGAN TO REPLACE THE COMMUNITY CENTER’S WATER SOFTENER IN THE AMOUNT OF \$4,100, TO BE FUNDED FROM BUILDING MAINTENANCE BUDGET. MOTION CARRIED WITH ALL AYES.
- f. MOTION 04R-22-25 WAS MADE BY JACKSON PURFEERST AND SECONDED BY BOB HEALES TO MOVE JAMIE STOLTENBERG TO FULL TIME STATUS AND MOVE HER ONE STEP ON THE AFSCME WAGE SCALE EFFECTIVE APRIL 21, 2025. MOTION CARRIED WITH ALL AYES.

4. PLANNING & ZONING

- a. MOTION 04R-23-25 WAS MADE BY JACKSON PURFEERST AND SECONDED BY JAYME KNAPP TO ADOPT ORDINANCE NO. 400 AMENDING CHAPTER 42 NAMING AN UNNAMED ROAD AS ARLAS POND TRL AND ADDING THE ROAD NAME TO THE MASTER ROAD NAME INDEX AND APPROVING THE PUBLICATION OF ORDINANCE NO. 400 IN SUMMARY FORM IN THE OFFICIAL NEWSPAPER. MOTION CARRIED WITH ALL AYES.

- b. MOTION 04R-24-25 WAS MADE BY JACKSON PURFEERST AND SECONDED BY BOB HEALES TO APPROVE LAND USE MAP AMENDMENT APPLICATION FROM MATTHEW GALLAWAY FOR PARCEL # 14320764 FROM RR5 TO RR2 INVOLVING 29.85 ACRES WITH THE FOLLOWING CONDITIONS: 1) NATIVE AMERICAN BURIAL GROUND LOCATIONS TO BE DESIGNATED ON THE PRELIMINARY AND FINAL PLAT PER THE OFFICIAL NATIVE AMERICAN GOVERNMENT DEPARTMENT'S INPUT, WITH OFFICIAL WRITTEN DOCUMENTS TO SUBSTANTIATE THE LOCATION(S). 2) ANY CROW WING COUNTY REQUESTS AT THE PRESENT OR IN THE FUTURE TO BE SOLELY THE DEVELOPER'S FINANCIAL RESPONSIBILITY. 3) ANY SIGNAGE OR OTHER DEVELOPMENT REQUESTS TO BE THE DEVELOPER'S SOLE RESPONSIBILITY. MOTION CARRIED WITH ALL AYES.
- c. MOTION 04R-25-25 WAS MADE BY JACKSON PURFEERST AND SECONDED BY SANDY FARDER TO DENY THE LAND USE MAP AMENDMENT APPLICATION FROM JIM BURT FOR PARCEL #14030540 FROM RR5 TO RR2 INVOLVING 33.6 ACRES. Council noted that some of the lots in the development would not be suitable for 2 acres and the topography is challenging. MOTION CARRIED WITH ALL AYES.
- d. MOTION 04R-26-25 WAS MADE BY BOB HEALES AND SECONDED BY JAYME KNAPP TO DENY THE LAND USE MAP AMENDMENT APPLICATION FROM MIKE AND PAMELA CUNNINGHAM FOR PARCELS #14280604, 14280605, 14280606, 14280607 FROM RR5 TO RR2 INVOLVING 23.9 ACRES. Council noted that even though not all the lots are as small as 2 acres, it does not fit in with the surrounding large parcels of land adjacent to it. MOTION CARRIED 4-1 WITH FARDER OPPOSED.
- e. Removed.
- f. Removed.
- g. Removed.
- h. Bob Heales noted that on Page 9, Section 26-382, #4, the words, "no greater than the length of the building" were omitted. Paul Satterlund stated that he would make that change before publication. MOTION 04R-27-25 WAS MADE BY SANDY FARDER AND SECONDED BY JAYME KNAPP TO ADOPT ORDINANCE NO. 401 AMENDING CHAPTER 26 ADDING A MIXED-USE DISTRICT, ARCHITECTURAL STANDARDS AND CHANGES TO THE LAND USE TABLE AND APPROVING THE PUBLICATION OF ORDINANCE NO. 401 IN SUMMARY FORM IN THE OFFICIAL NEWSPAPER. MOTION CARRIED WITH ALL AYES.

- i. MOTION 04R-28-25 WAS MADE BY SANDY FARDER AND SECONDED BY JACKSON PURFEERST TO APPROVE THE UPDATED LAND USE MAP AMENDMENT CHECKLIST FORM. MOTION CARRIED WITH ALL AYES.

G. CITY ATTORNEY REPORT – None.

H. PUBLIC FORUM – Nancy Allen thanked the EDA and Mike O’Connell.

Derick White thanked the Council.

Larry Allen stated that the City Growth Committee should have residents as members.

Jared Johnson thanked the Council and Planning & Zoning.

I. NEW BUSINESS – Robin Sylvester stated that she thinks the deadline of Wednesday noon before the Council meeting for public forum material is too restrictive. MOTION 04R-29-25 WAS MADE BY ROBIN SYLVESTER AND SECONDED BY JACKSON PURFEERST TO CHANGE THE DEADLINE FOR ASKING TO BE ON THE AGENDA TO FRIDAY NOON BEFORE THE COUNCIL MEETING. MOTION CARRIED WITH ALL AYES.

J. OLD BUSINESS – None.

K. ADJOURN – MOTION 04R-30-25 WAS MADE BY SANDY FARDER AND SECONDED BY JAYME KNAPP TO ADJOURN THE MEETING AT 8:25 P.M. MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,

Charlene Nelson, City Clerk

C.2.

SPECIAL COUNCIL MEETING
CITY OF CROSSLAKE
FRIDAY, APRIL 25, 2025
10:00 A.M. – CITY HALL

The Council for the City of Crosslake held a Special Session on Friday, April 25, 2025. The following Council Members were present: Mayor Jackson Purfeerst, Sandy Farder, Jayme Knapp, and Bob Heales. Robin Sylvester was absent. Also present were City Administrator Lori Conway, City Clerk Char Nelson, and Park Director TJ Graumann.

1. Mayor Purfeerst called the meeting to order at 10:07 A.M.
2. MOTION 04SP1-01-25 WAS MADE BY JACKSON PURFEERST AND SECONDED BY SANDY FARDER TO CLOSE THE SPECIAL MEETING AT 10:08 A.M. PURSUANT TO STATE STATUTE 13D.05, SUBD 2(B), FOR PRELIMINARY CONSIDERATION OF ALLEGATIONS OR CHARGES AGAINST AN INDIVIDUAL SUBJECT TO THE AUTHORITY OF THE CITY OF CROSSLAKE. ALL OR A PORTION OF THE MEETING ALSO MAY BE CLOSED BASED UPON THE ATTORNEY-CLIENT PRIVILEGE PURSUANT TO MN STATE STATUTE 13D.05, SUBD 3(B). MOTION CARRIED WITH ALL AYES.
3. Mayor Purfeerst opened the meeting at 10:55 A.M. MOTION 04SP1-02-25 WAS MADE BY JACKSON PURFEERST AND SECONDED BY SANDY FARDER TO DIRECT THE CITY ADMINISTRATOR TO ISSUE DISCIPLINARY ACTION AS DISCUSSED IN CLOSED SESSION. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
4. MOTION 04SP1-03-25 WAS MADE BY SANDY FARDER AND SECONDED BY BOB HEALES TO DENY APPROVAL OF PRELIMINARY REPLAT OF THE FIRST ADDITION TO RIVER TRAIL ROAD TO SUBDIVIDE PARCELS #14280604, 14280605, 14280606 AND 14280607 INTO FIRST ADDITION TO RIVER TRAIL ROAD INVOLVING 23.9 ACRES INTO 8 TRACTS. MOTION CARRIED WITH ALL AYES.
5. MOTION 04SP1-04-25 WAS MADE BY BOB HEALES AND SECONDED BY SANDY FARDER TO DENY APPROVAL OF FINAL REPLAT OF THE FIRST ADDITION TO RIVER TRAIL ROAD TO SUBDIVIDE PARCELS #14280604, 14280605, 14280606 AND 14280607 INTO FIRST ADDITION TO RIVER TRAIL ROAD INVOLVING 23.9 ACRES INTO 8 TRACTS. MOTION CARRIED WITH ALL AYES.
6. MOTION 04SP1-05-25 WAS MADE BY JACKSON PURFEERST AND SECONDED BY JAYME KNAPP TO ADJOURN THE MEETING AT 11:05 A.M. MOTION CARRIED WITH ALL AYES.

Respectfully Submitted,

Charlene Nelson
City Clerk

C. 3.

City of Crosslake Budget - Revenues

05/05/25 9:43 AM

Page 1

APRIL

Account Descr	2025 YTD Budget	MTD Amt	2025 YTD Amt	2025 YTD Balance	%YTD Budget
101 GENERAL FUND					
R 101-31000 General Property Taxes	\$3,944,635.00	\$0.00	\$72,498.33	\$3,872,136.67	1.84%
R 101-31800 Other Taxes	\$0.00	\$0.00	\$3.80	-\$3.80	0.00%
R 101-31900 Penalties and Interest DelTax	\$1,500.00	\$0.00	\$964.95	\$535.05	64.33%
R 101-32110 Liquor License - All	\$21,250.00	\$0.00	\$2,856.68	\$18,393.32	13.44%
R 101-32180 Other Licenses/Permits	\$500.00	\$0.00	\$150.00	\$350.00	30.00%
R 101-32200 STR Fees/Fines	\$127,500.00	\$17,992.50	\$48,021.50	\$79,478.50	37.66%
R 101-33400 State Grants and Aids	\$92,350.00	\$0.00	\$0.00	\$92,350.00	0.00%
R 101-33402 Homestead Credit	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
R 101-33416 Police Training Reimbursement	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.00%
R 101-33417 Police State Aid	\$55,000.00	\$0.00	\$0.00	\$55,000.00	0.00%
R 101-33419 Fire Training Reimbursement	\$13,000.00	\$2,000.00	\$16,358.00	-\$3,358.00	125.83%
R 101-33423 Insurance Claim Reimbursement	\$0.00	\$2,725.00	\$581,925.70	-\$581,925.70	0.00%
R 101-34000 Charges for Services	\$275.00	\$0.00	\$26.00	\$249.00	9.45%
R 101-34010 Maps/Zoning/Ordinance/Pubs	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
R 101-34103 Zoning Permits	\$65,000.00	\$5,750.00	\$14,010.00	\$50,990.00	21.55%
R 101-34104 Plat Check Fee/Subdivision Fee	\$11,000.00	\$1,750.00	\$6,530.00	\$4,470.00	59.36%
R 101-34105 Variances and CUPS/IUPS	\$12,500.00	\$750.00	\$750.00	\$11,750.00	6.00%
R 101-34106 Sign Permits	\$500.00	\$100.00	\$200.00	\$300.00	40.00%
R 101-34107 Assessment Search Fees	\$2,000.00	\$150.00	\$420.00	\$1,580.00	21.00%
R 101-34108 Zoning Misc/Penalties	\$1,500.00	\$150.00	\$450.00	\$1,050.00	30.00%
R 101-34112 Septic Permits	\$17,000.00	\$1,170.00	\$3,510.00	\$13,490.00	20.65%
R 101-34201 Fire Department Donations	\$5,200.00	\$1,000.00	\$14,458.05	-\$9,258.05	278.04%
R 101-34202 Fire Contract Services	\$55,000.00	\$58,950.40	\$58,950.40	-\$3,950.40	107.18%
R 101-34210 Police Contracts	\$68,000.00	\$18,035.36	\$35,377.03	\$32,622.97	52.03%
R 101-34213 Police Receipts	\$3,000.00	\$50.00	\$50.00	\$2,950.00	1.67%
R 101-34300 E911 Signs	\$1,500.00	\$700.00	\$1,400.00	\$100.00	93.33%
R 101-34700 Park & Rec Donation	\$1,000.00	\$0.00	\$75.00	\$925.00	7.50%
R 101-34711 Taxable Merchandise/Rentals	\$0.00	\$5.00	\$25.00	-\$25.00	0.00%
R 101-34740 Park Concessions	\$0.00	\$0.00	\$17.00	-\$17.00	0.00%
R 101-34741 Concessions - All Depts	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
R 101-34750 CCC/Park User Fee	\$3,000.00	\$93.00	\$622.50	\$2,377.50	20.75%
R 101-34751 Shelter/Beer/Wine Fees	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
R 101-34760 Library Cards	\$600.00	\$69.00	\$344.00	\$256.00	57.33%
R 101-34761 Library Donations	\$300.00	\$2,000.00	\$2,000.00	-\$1,700.00	666.67%
R 101-34762 Library Copies	\$275.00	\$44.00	\$106.75	\$168.25	38.82%
R 101-34763 Library Events	\$4,000.00	\$0.00	\$0.00	\$4,000.00	0.00%
R 101-34768 PAL Foundation - Library	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
R 101-34769 PAL Foundation - Park	\$73,000.00	\$0.00	\$17,940.21	\$55,059.79	24.58%
R 101-34770 Silver Sneakers	\$16,600.00	\$1,323.00	\$5,828.00	\$10,772.00	35.11%
R 101-34790 Park Dedication Fees	\$40,000.00	\$0.00	\$4,500.00	\$35,500.00	11.25%
R 101-34800 Park & Rec Activity Fees	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
R 101-34801 Park&Rec Taxable Activity Fees	\$29,500.00	\$0.00	\$0.00	\$29,500.00	0.00%
R 101-34802 Softball/Baseball Fees	\$0.00	\$965.00	\$965.00	-\$965.00	0.00%
R 101-34803 Recreation-Misc. Receipts	\$1,000.00	\$3.00	\$22.50	\$977.50	2.25%
R 101-34806 Weight Room Fees	\$0.00	\$2,137.12	\$11,519.12	-\$11,519.12	0.00%
R 101-34807 Volleyball Fees	\$0.00	\$32.00	\$509.00	-\$509.00	0.00%
R 101-34810 Pickle Ball Fees	\$15,000.00	\$1,885.00	\$11,940.00	\$3,060.00	79.60%
R 101-34940 Cemetery Lots	\$6,000.00	\$0.00	\$1,600.00	\$4,400.00	26.67%
R 101-34941 Cemetery Openings	\$4,000.00	\$0.00	\$1,000.00	\$3,000.00	25.00%
R 101-34942 Cemetery Other	\$450.00	\$200.00	\$350.00	\$100.00	77.78%
R 101-34950 Public Works Revenue	\$3,000.00	\$125.00	\$450.00	\$2,550.00	15.00%
R 101-34952 County Joint Facility Payments	\$35,000.00	\$14,297.11	\$20,220.03	\$14,779.97	57.77%

Account Descr	2025 YTD Budget	MTD Amt	2025 YTD Amt	2025 YTD Balance	%YTD Budget
R 101-34953 Recycling Revenues	\$500.00	\$0.00	\$277.89	\$222.11	55.58%
R 101-35100 Court Fines - Police	\$10,000.00	\$2,600.15	\$6,185.07	\$3,814.93	61.85%
R 101-35103 Library Fines	\$300.00	\$0.00	\$115.00	\$185.00	38.33%
R 101-35105 Restitution Receipts	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
R 101-36200 Miscellaneous Revenues	\$6,000.00	\$1,388.73	\$4,396.13	\$1,603.87	73.27%
R 101-36201 Misc Reimbursements	\$0.00	\$267.93	\$1,945.63	-\$1,945.63	0.00%
R 101-36202 LIBRARY GRANTS	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
R 101-36210 Interest Earnings	\$180,000.00	\$13,280.80	\$60,817.39	\$119,182.61	33.79%
R 101-36256 Sp Assess P - Other	\$9,563.00	\$0.00	\$0.00	\$9,563.00	0.00%
R 101-36257 Sp Assess I - Other	\$5,469.00	\$0.00	\$0.00	\$5,469.00	0.00%
R 101-39300 Proceeds-Gen Long-term Debt	\$1,982,963.00	\$0.00	\$0.00	\$1,982,963.00	0.00%
101 GENERAL FUND	\$6,941,680.00	\$151,989.10	\$1,012,681.66	\$5,928,998.34	
301 DEBT SERVICE FUND					
R 301-31308 2006 Series B Levy	\$0.00	\$0.00	\$3.23	-\$3.23	0.00%
R 301-31311 2015 GO Equip Certs 2015B	\$0.00	\$0.00	\$14.66	-\$14.66	0.00%
R 301-31313 2018 ROADS-EST BOND LEVY	\$101,175.00	\$0.00	\$1,827.79	\$99,347.21	1.81%
R 301-31317 2019A City Hall/Police	\$309,415.00	\$0.00	\$5,699.34	\$303,715.66	1.84%
R 301-31318 2021 GO Equip Cert Series 2021	\$141,750.00	\$0.00	\$2,653.94	\$139,096.06	1.87%
R 301-31319 2022A Fire Truck	\$126,083.00	\$0.00	\$2,305.09	\$123,777.91	1.83%
R 301-31320 2022A Road Projects	\$40,993.00	\$0.00	\$745.24	\$40,247.76	1.82%
R 301-31322 2025 Road Project Bonds	\$128,500.00	\$0.00	\$0.00	\$128,500.00	0.00%
R 301-36121 Sp Assess Prin 2022 Roads	\$11,343.00	\$0.00	\$0.00	\$11,343.00	0.00%
R 301-36122 Sp Assess Int 2022 Roads	\$10,056.00	\$0.00	\$99.66	\$9,956.34	0.99%
R 301-36123 Sp Assess Prin Daggett Bay Rd	\$1,471.00	\$0.00	\$97.66	\$1,373.34	6.64%
R 301-36124 Sp Assess Int Daggett Bay Rd	\$319.00	\$0.00	\$0.00	\$319.00	0.00%
301 DEBT SERVICE FUND	\$871,105.00	\$0.00	\$13,446.61	\$857,658.39	
405 TAX INCREMENT FINANCE PROJECTS					
R 405-31056 Tax Increment 1-9 C&J Develop	\$12,362.00	\$0.00	\$0.00	\$12,362.00	0.00%
405 TAX INCREMENT FINANCE PROJECTS	\$12,362.00	\$0.00	\$0.00	\$12,362.00	
502 ECONOMIC DEVELOPMENT FUND					
R 502-31000 General Property Taxes	\$18,100.00	\$0.00	\$336.29	\$17,763.71	1.86%
502 ECONOMIC DEVELOPMENT FUND	\$18,100.00	\$0.00	\$336.29	\$17,763.71	
601 SEWER OPERATING FUND					
R 601-31000 General Property Taxes	\$161,761.00	\$0.00	\$3,436.48	\$158,324.52	2.12%
R 601-34410 Unallocated Reserves	\$0.00	\$739.54	-\$833.93	\$833.93	0.00%
R 601-36104 Penalty & Interest	\$1,500.00	\$303.02	\$1,079.66	\$420.34	71.98%
R 601-36200 Miscellaneous Revenues	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
R 601-37200 User Fee	\$430,000.00	\$37,684.64	\$152,187.86	\$277,812.14	35.39%
R 601-37250 Sewer Connection Payments	\$45,000.00	\$0.00	\$0.00	\$45,000.00	0.00%
601 SEWER OPERATING FUND	\$639,761.00	\$38,727.20	\$155,870.07	\$483,890.93	
651 SEWER RESTRICTED SINKING FUND					
R 651-31306 2003 Disposal System Levy	\$0.00	\$0.00	\$99.47	-\$99.47	0.00%
R 651-31312 2017 GO Sewer Rev Imp Bonds	\$118,865.00	\$0.00	\$2,187.42	\$116,677.58	1.84%
R 651-31321 2022A Sewer Bonds	\$136,102.00	\$0.00	\$2,488.74	\$133,613.26	1.83%
R 651-36104 Penalty & Interest	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
R 651-36210 Interest Earnings	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
651 SEWER RESTRICTED SINKING FUND	\$256,967.00	\$0.00	\$4,775.63	\$252,191.37	
	\$8,739,975.00	\$190,716.30	\$1,187,110.26	\$7,552,864.74	

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City of Crosslake

Expenditures-All Depts.

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Account Descr	2025 YTD Budget	MTD Amt	2025 YTD Amt	2025 YTD Balance	%YTD Budget
101 GENERAL FUND					
41110 Council					
E 101-41110-099 Mayor and City Council	\$42,300.00	\$3,050.00	\$11,120.00	\$31,180.00	26.29%
E 101-41110-122 FICA	\$3,236.00	\$233.35	\$850.78	\$2,385.22	26.29%
E 101-41110-124 FMLA	\$620.00	\$0.00	\$0.00	\$620.00	0.00%
E 101-41110-151 Workers Comp Insurance	\$89.00	\$0.00	\$73.00	\$16.00	82.02%
E 101-41110-200 Office Supplies	\$500.00	\$0.00	\$136.00	\$364.00	27.20%
E 101-41110-208 Instruction Fees	\$2,000.00	\$615.00	\$1,315.00	\$685.00	65.75%
E 101-41110-321 Communications-Cellular	\$1,376.00	\$38.23	\$166.01	\$1,209.99	12.06%
E 101-41110-331 Travel Expenses	\$1,500.00	\$0.00	\$652.18	\$847.82	43.48%
E 101-41110-360 Insurance	\$150.00	\$0.00	\$0.00	\$150.00	0.00%
E 101-41110-430 Miscellaneous	\$500.00	\$0.00	\$34.60	\$465.40	6.92%
E 101-41110-433 Dues/Contracts/Subscription	\$1,174.00	\$72.50	\$315.00	\$859.00	26.83%
41110 Council	\$53,445.00	\$4,009.08	\$14,662.57	\$38,782.43	
41400 Administration					
E 101-41400-100 Wages - Dept Heads	\$129,168.00	\$9,936.00	\$38,862.45	\$90,305.55	30.09%
E 101-41400-109 City Clerk/Admin Asst	\$96,200.00	\$7,438.66	\$32,060.41	\$64,139.59	33.33%
E 101-41400-116 Treasurer/Deputy Clerk	\$82,264.00	\$6,144.00	\$24,666.00	\$57,598.00	29.98%
E 101-41400-121 PERA	\$23,072.00	\$1,763.90	\$7,002.97	\$16,069.03	30.35%
E 101-41400-122 FICA	\$23,534.00	\$1,523.44	\$6,015.09	\$17,518.91	25.56%
E 101-41400-124 FMLA	\$5,230.00	\$0.00	\$0.00	\$5,230.00	0.00%
E 101-41400-131 Employer Paid Health	\$31,113.00	\$2,672.44	\$10,769.46	\$20,343.54	34.61%
E 101-41400-132 Employer Paid Disability	\$567.00	\$0.00	\$122.82	\$444.18	21.66%
E 101-41400-133 Employer Paid Dental	\$1,527.00	\$159.56	\$649.44	\$877.56	42.53%
E 101-41400-134 Employer Paid Life	\$336.00	\$27.96	\$111.84	\$224.16	33.29%
E 101-41400-151 Workers Comp Insurance	\$1,276.00	\$0.00	\$1,357.00	-\$81.00	106.35%
E 101-41400-152 Health Savings Account Con	\$9,600.00	\$2,475.00	\$6,600.00	\$3,000.00	68.75%
E 101-41400-200 Office Supplies	\$3,200.00	\$393.52	\$853.32	\$2,346.68	26.67%
E 101-41400-208 Instruction Fees	\$5,000.00	\$275.00	\$275.00	\$4,725.00	5.50%
E 101-41400-210 Operating Supplies	\$1,000.00	\$20.00	\$117.99	\$882.01	11.80%
E 101-41400-220 Repair/Maint Supply - Equip	\$3,864.00	\$545.83	\$1,875.82	\$1,988.18	48.55%
E 101-41400-320 Communications	\$3,000.00	\$357.63	\$767.15	\$2,232.85	25.57%
E 101-41400-322 Postage	\$750.00	\$121.00	\$343.54	\$406.46	45.81%
E 101-41400-331 Travel Expenses	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
E 101-41400-351 Legal Notices Publishing	\$750.00	\$0.00	\$200.69	\$549.31	26.76%
E 101-41400-413 Office Equipment Rental/Re	\$750.00	\$0.00	\$0.00	\$750.00	0.00%
E 101-41400-430 Miscellaneous	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
E 101-41400-433 Dues/Contracts/Subscription	\$2,430.00	\$314.50	\$2,242.92	\$187.08	92.30%
E 101-41400-443 Sales Tax	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
E 101-41400-500 Capital Outlay -	\$5,692.00	\$278.31	\$278.31	\$5,413.69	4.89%
E 101-41400-600 Principal	\$743.00	\$82.09	\$327.54	\$415.46	44.08%
E 101-41400-610 Interest	\$3.00	\$0.41	\$2.46	\$0.54	82.00%
41400 Administration	\$432,669.00	\$34,529.25	\$135,502.22	\$297,166.78	
41410 Elections					
E 101-41410-107 Fire Calls or Services	\$0.00	\$663.75	\$663.75	-\$663.75	0.00%
E 101-41410-430 Miscellaneous	\$0.00	\$203.18	\$203.18	-\$203.18	0.00%
41410 Elections	\$0.00	\$866.93	\$866.93	-\$866.93	
41600 Audit/Legal Services					
E 101-41600-301 Auditing and Acct g Services	\$42,000.00	\$945.00	\$3,208.00	\$38,792.00	7.64%
E 101-41600-304 Legal Fees (Civil)	\$7,000.00	\$2,361.16	\$4,755.16	\$2,244.84	67.93%
E 101-41600-307 Legal Fees (Labor)	\$25,000.00	\$2,198.00	\$7,270.41	\$17,729.59	29.08%

Account Descr	2025 YTD Budget	MTD Amt	2025 YTD Amt	2025 YTD Balance	%YTD Budget
41600 Audit/Legal Services	\$74,000.00	\$5,504.16	\$15,233.57	\$58,766.43	
41910 Planning and Zoning					
E 101-41910-100 Wages - Dept Heads	\$88,691.00	\$6,822.40	\$27,379.60	\$61,311.40	30.87%
E 101-41910-105 Part-time or Intern Wages	\$10,400.00	\$0.00	\$0.00	\$10,400.00	0.00%
E 101-41910-115 Admin Asst or Program Fac	\$79,098.00	\$6,619.59	\$25,296.19	\$53,801.81	31.98%
E 101-41910-121 PERA	\$12,584.00	\$2,658.15	\$7,250.67	\$5,333.33	57.62%
E 101-41910-122 FICA	\$13,631.00	\$901.28	\$3,589.50	\$10,041.50	26.33%
E 101-41910-124 FMLA	\$3,029.00	\$0.00	\$0.00	\$3,029.00	0.00%
E 101-41910-131 Employer Paid Health	\$44,950.00	\$3,352.90	\$8,971.60	\$35,978.40	19.96%
E 101-41910-132 Employer Paid Disability	\$297.00	\$0.00	\$69.66	\$227.34	23.45%
E 101-41910-133 Employer Paid Dental	\$2,171.00	\$183.78	\$712.38	\$1,458.62	32.81%
E 101-41910-134 Employer Paid Life	\$224.00	\$15.38	\$61.52	\$162.48	27.46%
E 101-41910-151 Workers Comp Insurance	\$878.00	\$0.00	\$988.00	-\$110.00	112.53%
E 101-41910-152 Health Savings Account Con	\$12,800.00	\$4,562.60	\$9,286.40	\$3,513.60	72.55%
E 101-41910-200 Office Supplies	\$2,200.00	\$404.51	\$781.48	\$1,418.52	35.52%
E 101-41910-208 Instruction Fees	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
E 101-41910-210 Operating Supplies	\$750.00	\$0.00	\$0.00	\$750.00	0.00%
E 101-41910-212 Motor Fuels	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
E 101-41910-220 Repair/Maint Supply - Equip	\$5,000.00	\$530.83	\$1,815.82	\$3,184.18	36.32%
E 101-41910-258 Uniform - Department Head	\$600.00	\$0.00	\$0.00	\$600.00	0.00%
E 101-41910-259 Uniform - Staff	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
E 101-41910-303 Engineering Fees	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
E 101-41910-304 Legal Fees (Civil)	\$6,000.00	\$231.00	\$497.00	\$5,503.00	8.28%
E 101-41910-320 Communications	\$2,600.00	\$207.83	\$617.34	\$1,982.66	23.74%
E 101-41910-321 Communications-Cellular	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
E 101-41910-322 Postage	\$650.00	\$121.01	\$343.56	\$306.44	52.86%
E 101-41910-331 Travel Expenses	\$1,000.00	\$84.00	\$84.00	\$916.00	8.40%
E 101-41910-332 Travel Expense- P&Z Comm	\$4,000.00	\$1,610.00	\$1,610.00	\$2,390.00	40.25%
E 101-41910-340 Advertising	\$150.00	\$0.00	\$0.00	\$150.00	0.00%
E 101-41910-351 Legal Notices Publishing	\$1,600.00	\$45.22	\$219.90	\$1,380.10	13.74%
E 101-41910-352 Filing Fees	\$900.00	\$138.00	\$184.00	\$716.00	20.44%
E 101-41910-360 Insurance	\$5,391.00	\$0.00	\$4,870.00	\$521.00	90.34%
E 101-41910-387 Septic Inspections/Design	\$8,000.00	\$0.00	\$0.00	\$8,000.00	0.00%
E 101-41910-413 Office Equipment Rental/Re	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
E 101-41910-430 Miscellaneous	\$500.00	\$30.47	\$60.06	\$439.94	12.01%
E 101-41910-433 Dues/Contracts/Subscription	\$2,560.00	\$171.00	\$989.86	\$1,570.14	38.67%
E 101-41910-443 Sales Tax	\$20.00	\$0.00	\$2.00	\$18.00	10.00%
E 101-41910-452 Refund	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
E 101-41910-470 Consultant Fees	\$4,000.00	\$0.00	\$1,000.00	\$3,000.00	25.00%
E 101-41910-500 Capital Outlay -	\$4,879.00	\$278.31	\$278.31	\$4,600.69	5.70%
E 101-41910-600 Principal	\$743.00	\$82.09	\$327.54	\$415.46	44.08%
E 101-41910-610 Interest	\$3.00	\$0.41	\$2.46	\$0.54	82.00%
41910 Planning and Zoning	\$326,299.00	\$29,050.76	\$97,288.85	\$229,010.15	
41940 General Government					
E 101-41940-199 Employee Recognition	\$4,000.00	\$164.93	\$338.58	\$3,661.42	8.46%
E 101-41940-210 Operating Supplies	\$2,500.00	\$361.43	\$1,090.35	\$1,409.65	43.61%
E 101-41940-220 Repair/Maint Supply - Equip	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
E 101-41940-223 Bldg Repair Suppl/Maintena	\$10,500.00	\$185,467.16	\$187,112.37	-\$176,612.37	1782.02%
E 101-41940-316 Security Monitoring	\$1,650.00	\$0.00	\$0.00	\$1,650.00	0.00%
E 101-41940-320 Communications	\$1,000.00	\$87.42	\$262.10	\$737.90	26.21%
E 101-41940-335 Background Checks	\$0.00	\$0.00	\$99.75	-\$99.75	0.00%
E 101-41940-336 Short Term Rental	\$40,750.00	\$121.21	\$229.21	\$40,520.79	0.56%
E 101-41940-351 Legal Notices Publishing	\$600.00	\$0.00	\$0.00	\$600.00	0.00%
E 101-41940-354 Ordinance Codification	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%

Account Descr	2025 YTD Budget	MTD Amt	2025 YTD Amt	2025 YTD Balance	%YTD Budget
E 101-41940-360 Insurance	\$26,275.00	-\$184,330.80	\$23,992.83	\$2,282.17	91.31%
E 101-41940-381 Electric Utilities	\$11,000.00	\$921.00	\$2,786.00	\$8,214.00	25.33%
E 101-41940-383 Gas Utilities	\$4,500.00	\$168.58	\$1,203.87	\$3,296.13	26.75%
E 101-41940-384 Refuse/Garbage Disposal	\$850.00	\$73.01	\$219.02	\$630.98	25.77%
E 101-41940-385 Sewer Utility	\$780.00	\$65.00	\$195.00	\$585.00	25.00%
E 101-41940-389 Generator Expense	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
E 101-41940-405 Cleaning Services	\$13,000.00	\$600.00	\$2,500.00	\$10,500.00	19.23%
E 101-41940-430 Miscellaneous	\$2,000.00	\$160.02	\$371.82	\$1,628.18	18.59%
E 101-41940-433 Dues/Contracts/Subscription	\$9,400.00	\$80.98	\$3,953.92	\$5,446.08	42.06%
E 101-41940-438 Initiative Foundation	\$1,650.00	\$0.00	\$1,650.00	\$0.00	100.00%
E 101-41940-442 Safety Prog/Equipment	\$15,453.00	\$3,879.24	\$7,769.77	\$7,683.23	50.28%
E 101-41940-443 Sales Tax	\$10.00	\$0.00	\$0.00	\$10.00	0.00%
E 101-41940-446 Animal Control	\$0.00	\$0.00	\$31.16	-\$31.16	0.00%
E 101-41940-449 Cobra Payments	\$0.00	\$111.73	\$401.48	-\$401.48	0.00%
E 101-41940-452 Refund	\$0.00	\$0.00	\$1,125.00	-\$1,125.00	0.00%
E 101-41940-456 Fireworks	\$15,000.00	\$15,000.00	\$15,000.00	\$0.00	100.00%
E 101-41940-490 Donations to Civic Org s	\$5,650.00	\$0.00	\$0.00	\$5,650.00	0.00%
E 101-41940-500 Capital Outlay -	\$90,000.00	\$0.00	\$0.00	\$90,000.00	0.00%
E 101-41940-553 Capital Outlay - Other	\$100,000.00	\$0.00	\$0.00	\$100,000.00	0.00%
41940 General Government	\$363,568.00	\$22,930.91	\$250,332.23	\$113,235.77	
42110 Police Administration					
E 101-42110-100 Wages - Dept Heads	\$100,547.00	\$7,811.74	\$32,041.17	\$68,505.83	31.87%
E 101-42110-105 Part-time or Intern Wages	\$26,000.00	\$0.00	\$420.00	\$25,580.00	1.62%
E 101-42110-115 Admin Asst or Program Fac	\$58,219.00	\$4,562.38	\$18,144.04	\$40,074.96	31.17%
E 101-42110-117 Police Officers - Full-time	\$399,328.00	\$24,897.03	\$102,518.71	\$296,809.29	25.67%
E 101-42110-119 Sergeant Wages	\$90,875.00	\$6,990.40	\$27,961.60	\$62,913.40	30.77%
E 101-42110-121 PERA	\$101,165.00	\$7,368.94	\$30,060.91	\$71,104.09	29.71%
E 101-42110-122 FICA	\$12,353.00	\$719.12	\$2,999.41	\$9,353.59	24.28%
E 101-42110-124 FMLA	\$10,287.00	\$0.00	\$0.00	\$10,287.00	0.00%
E 101-42110-131 Employer Paid Health	\$129,650.00	\$9,890.22	\$39,720.28	\$89,929.72	30.64%
E 101-42110-132 Employer Paid Disability	\$1,002.00	\$0.00	\$232.38	\$769.62	23.19%
E 101-42110-133 Employer Paid Dental	\$5,512.00	\$499.56	\$1,936.44	\$3,575.56	35.13%
E 101-42110-134 Employer Paid Life	\$783.00	\$65.24	\$353.16	\$429.84	45.10%
E 101-42110-140 Unemployment	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
E 101-42110-151 Workers Comp Insurance	\$31,312.00	\$0.00	\$30,803.00	\$509.00	98.37%
E 101-42110-152 Health Savings Account Con	\$38,400.00	\$8,250.00	\$14,850.00	\$23,550.00	38.67%
E 101-42110-200 Office Supplies	\$400.00	\$45.00	\$201.68	\$198.32	50.42%
E 101-42110-208 Instruction Fees	\$10,001.00	\$90.00	\$3,029.00	\$6,972.00	30.29%
E 101-42110-209 Physicals	\$800.00	\$0.00	\$0.00	\$800.00	0.00%
E 101-42110-210 Operating Supplies	\$4,000.00	\$809.18	\$1,149.28	\$2,850.72	28.73%
E 101-42110-212 Motor Fuels	\$20,000.00	\$3,106.78	\$3,106.78	\$16,893.22	15.53%
E 101-42110-214 Auto Expense- Squad Vehicl	\$10,200.00	\$862.25	\$3,989.72	\$6,210.28	39.11%
E 101-42110-220 Repair/Maint Supply - Equip	\$8,500.00	\$250.00	\$1,000.00	\$7,500.00	11.76%
E 101-42110-223 Bldg Repair Suppl/Maintena	\$500.00	\$262.70	\$678.70	-\$178.70	135.74%
E 101-42110-258 Uniform - Department Head	\$900.00	\$0.00	\$629.78	\$270.22	69.98%
E 101-42110-259 Uniform - Staff	\$5,400.00	\$706.44	\$1,100.72	\$4,299.28	20.38%
E 101-42110-270 Ammunition	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
E 101-42110-281 Tactical Team	\$10,000.00	\$0.00	\$4,371.48	\$5,628.52	43.71%
E 101-42110-282 Restitution Expenditures	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
E 101-42110-283 Forfeiture Expenditures	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
E 101-42110-320 Communications	\$5,940.00	\$472.15	\$1,426.97	\$4,513.03	24.02%
E 101-42110-321 Communications-Cellular	\$6,500.00	\$567.19	\$1,701.57	\$4,798.43	26.18%
E 101-42110-322 Postage	\$300.00	\$20.41	\$205.15	\$94.85	68.38%
E 101-42110-331 Travel Expenses	\$2,500.00	\$580.36	\$1,732.07	\$767.93	69.28%
E 101-42110-360 Insurance	\$34,737.00	\$0.00	\$33,420.91	\$1,316.09	96.21%

Account Descr	2025 YTD Budget	MTD Amt	2025 YTD Amt	2025 YTD Balance	%YTD Budget
E 101-42110-405 Cleaning Services	\$4,800.00	\$300.00	\$1,200.00	\$3,600.00	25.00%
E 101-42110-413 Office Equipment Rental/Re	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
E 101-42110-430 Miscellaneous	\$200.00	\$0.00	\$158.88	\$41.12	79.44%
E 101-42110-433 Dues/Contracts/Subsorption	\$49,250.00	\$1,702.50	\$7,618.79	\$41,631.21	15.47%
E 101-42110-443 Sales Tax	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
E 101-42110-460 Fines/Fees Reimburse	\$8,000.00	\$0.00	\$7,966.74	\$33.26	99.58%
E 101-42110-500 Capital Outlay -	\$45,379.00	\$24,049.14	\$31,051.40	\$14,327.60	68.43%
E 101-42110-550 Capital Outlay -	\$69,238.00	\$13,677.92	\$20,587.76	\$48,650.24	29.73%
E 101-42110-600 Principal	\$259.00	\$43.05	\$86.03	\$172.97	33.22%
E 101-42110-610 Interest	\$2.00	\$0.29	\$0.65	\$1.35	32.50%
42110 Police Administration	\$1,308,039.00	\$118,599.99	\$428,455.16	\$879,583.84	
42280 Fire Administration					
E 101-42280-100 Wages - Dept Heads	\$94,994.00	\$7,307.20	\$29,228.80	\$65,765.20	30.77%
E 101-42280-106 Fire Training	\$2,100.00	\$0.00	\$0.00	\$2,100.00	0.00%
E 101-42280-107 Fire Calls or Services	\$140,000.00	\$17,522.00	\$67,121.00	\$72,879.00	47.94%
E 101-42280-121 PERA	\$16,814.00	\$1,293.38	\$5,173.50	\$11,640.50	30.77%
E 101-42280-122 FICA	\$12,248.00	\$1,422.33	\$5,474.31	\$6,773.69	44.70%
E 101-42280-124 FMLA	\$4,031.00	\$0.00	\$0.00	\$4,031.00	0.00%
E 101-42280-131 Employer Paid Health	\$22,475.00	\$1,872.90	\$7,491.60	\$14,983.40	33.33%
E 101-42280-132 Employer Paid Disability	\$174.00	\$0.00	\$40.71	\$133.29	23.40%
E 101-42280-133 Employer Paid Dental	\$1,424.00	\$120.50	\$467.10	\$956.90	32.80%
E 101-42280-134 Employer Paid Life	\$112.00	\$9.32	\$37.28	\$74.72	33.29%
E 101-42280-151 Workers Comp Insurance	\$4,287.00	\$0.00	\$9,115.00	-\$4,828.00	212.62%
E 101-42280-152 Health Savings Account Con	\$6,400.00	\$1,650.00	\$3,300.00	\$3,100.00	51.56%
E 101-42280-200 Office Supplies	\$350.00	\$0.00	\$0.00	\$350.00	0.00%
E 101-42280-208 Instruction Fees	\$20,000.00	\$5,425.00	\$9,586.00	\$10,414.00	47.93%
E 101-42280-209 Physicals	\$4,000.00	\$0.00	\$3,810.00	\$190.00	95.25%
E 101-42280-210 Operating Supplies	\$3,000.00	\$0.00	\$489.92	\$2,510.08	16.33%
E 101-42280-212 Motor Fuels	\$1,500.00	\$179.17	\$179.17	\$1,320.83	11.94%
E 101-42280-213 Diesel Fuel	\$1,750.00	\$572.31	\$572.31	\$1,177.69	32.70%
E 101-42280-220 Repair/Maint Supply - Equip	\$6,500.00	\$1,971.03	\$2,013.64	\$4,486.36	30.98%
E 101-42280-221 Repair/Maint Vehicles	\$15,000.00	\$0.00	\$169.00	\$14,831.00	1.13%
E 101-42280-223 Bldg Repair Suppl/Maintena	\$8,000.00	\$1,453.34	\$5,656.35	\$2,343.65	70.70%
E 101-42280-233 FIRE PREVENTION	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
E 101-42280-240 Small Tools and Minor Equip	\$4,000.00	\$775.06	\$1,571.69	\$2,428.31	39.29%
E 101-42280-258 Uniform - Department Head	\$3,500.00	\$700.64	\$2,155.27	\$1,344.73	61.58%
E 101-42280-316 Security Monitoring	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
E 101-42280-319 Donation Expenditures	\$0.00	\$1,634.95	\$1,734.95	-\$1,734.95	0.00%
E 101-42280-320 Communications	\$3,000.00	\$313.70	\$928.28	\$2,071.72	30.94%
E 101-42280-321 Communications-Cellular	\$4,500.00	\$432.23	\$1,296.69	\$3,203.31	28.82%
E 101-42280-322 Postage	\$25.00	\$0.00	\$0.00	\$25.00	0.00%
E 101-42280-331 Travel Expenses	\$5,000.00	\$140.00	\$1,409.62	\$3,590.38	28.19%
E 101-42280-360 Insurance	\$22,134.00	\$0.00	\$20,339.28	\$1,794.72	91.89%
E 101-42280-381 Electric Utilities	\$8,000.00	\$693.00	\$2,217.00	\$5,783.00	27.71%
E 101-42280-383 Gas Utilities	\$7,000.00	\$515.29	\$3,233.40	\$3,766.60	46.19%
E 101-42280-384 Refuse/Garbage Disposal	\$1,500.00	\$111.25	\$333.76	\$1,166.24	22.25%
E 101-42280-385 Sewer Utility	\$780.00	\$65.00	\$195.00	\$585.00	25.00%
E 101-42280-405 Cleaning Services	\$2,400.00	\$235.00	\$940.00	\$1,460.00	39.17%
E 101-42280-430 Miscellaneous	\$1,000.00	\$25.00	\$25.00	\$975.00	2.50%
E 101-42280-433 Dues/Contracts/Subsorption	\$4,000.00	\$53.72	\$2,220.19	\$1,779.81	55.50%
E 101-42280-443 Sales Tax	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
E 101-42280-491 FDRA City Contribution	\$23,000.00	\$333.00	\$1,818.00	\$21,182.00	7.90%
E 101-42280-500 Capital Outlay -	\$129,639.00	\$15,547.84	\$69,070.40	\$60,568.60	53.28%
42280 Fire Administration	\$592,737.00	\$62,374.16	\$259,414.22	\$333,322.78	

Account Descr	2025 YTD Budget	MTD Amt	2025 YTD Amt	2025 YTD Balance	%YTD Budget
42500 Ambulance Services					
E 101-42500-223 Bldg Repair Suppl/Maintena	\$433.00	\$158.00	\$158.00	\$275.00	36.49%
42500 Ambulance Services	\$433.00	\$158.00	\$158.00	\$275.00	
43000 Public Works (GENERAL)					
E 101-43000-100 Wages - Dept Heads	\$44,106.00	\$3,392.80	\$13,616.21	\$30,489.79	30.87%
E 101-43000-108 Tech 3/PW Heavy Equip Op	\$191,092.00	\$12,712.54	\$47,592.90	\$143,499.10	24.91%
E 101-43000-121 PERA	\$17,640.00	\$1,207.93	\$4,590.63	\$13,049.37	26.02%
E 101-43000-122 FICA	\$17,993.00	\$1,076.35	\$4,233.58	\$13,759.42	23.53%
E 101-43000-124 FMLA	\$3,998.00	\$0.00	\$0.00	\$3,998.00	0.00%
E 101-43000-131 Employer Paid Health	\$47,533.00	\$3,408.84	\$4,888.69	\$42,644.31	10.28%
E 101-43000-132 Employer Paid Disability	\$386.00	\$0.00	\$112.77	\$273.23	29.22%
E 101-43000-133 Employer Paid Dental	\$2,187.00	\$199.70	\$784.47	\$1,402.53	35.87%
E 101-43000-134 Employer Paid Life	\$346.00	\$32.02	\$114.79	\$231.21	33.18%
E 101-43000-151 Workers Comp Insurance	\$12,348.00	\$0.00	\$7,739.00	\$4,609.00	62.67%
E 101-43000-152 Health Savings Account Con	\$14,720.00	\$4,125.00	\$9,050.00	\$5,670.00	61.48%
E 101-43000-200 Office Supplies	\$450.00	\$0.00	\$253.69	\$196.31	56.38%
E 101-43000-208 Instruction Fees	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
E 101-43000-210 Operating Supplies	\$1,200.00	\$11.53	\$264.32	\$935.68	22.03%
E 101-43000-212 Motor Fuels	\$10,000.00	\$881.37	\$905.16	\$9,094.84	9.05%
E 101-43000-213 Diesel Fuel	\$18,000.00	\$2,170.24	\$2,170.24	\$15,829.76	12.06%
E 101-43000-215 Shop Supplies	\$2,750.00	\$0.00	\$389.39	\$2,360.61	14.16%
E 101-43000-220 Repair/Maint Supply - Equip	\$20,000.00	\$1,092.94	\$5,104.05	\$14,895.95	25.52%
E 101-43000-221 Repair/Maint Vehicles	\$20,000.00	\$1,018.97	\$2,463.53	\$17,536.47	12.32%
E 101-43000-222 Tires	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
E 101-43000-223 Bldg Repair Suppl/Maintena	\$10,000.00	\$6,193.78	\$6,501.32	\$3,498.68	65.01%
E 101-43000-224 Street Maint Materials	\$30,000.00	\$1,572.53	\$4,365.40	\$25,634.60	14.55%
E 101-43000-226 Bridge Materials	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
E 101-43000-231 Chemicals/Landscaping	\$2,200.00	\$0.00	\$0.00	\$2,200.00	0.00%
E 101-43000-232 Striping	\$10,000.00	\$3,221.35	\$3,221.35	\$6,778.65	32.21%
E 101-43000-235 Signs	\$5,000.00	\$2,159.26	\$2,205.94	\$2,794.06	44.12%
E 101-43000-240 Small Tools and Minor Equip	\$7,500.00	\$357.87	\$357.87	\$7,142.13	4.77%
E 101-43000-258 Uniform - Department Head	\$785.00	\$0.00	\$0.00	\$785.00	0.00%
E 101-43000-259 Uniform - Staff	\$2,355.00	\$238.39	\$620.66	\$1,734.34	26.35%
E 101-43000-303 Engineering Fees	\$15,000.00	\$180.00	\$990.00	\$14,010.00	6.60%
E 101-43000-304 Legal Fees (Civil)	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
E 101-43000-316 Security Monitoring	\$1,200.00	\$0.00	\$0.00	\$1,200.00	0.00%
E 101-43000-320 Communications	\$3,000.00	\$135.22	\$403.66	\$2,596.34	13.46%
E 101-43000-322 Postage	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
E 101-43000-331 Travel Expenses	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
E 101-43000-340 Advertising	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
E 101-43000-351 Legal Notices Publishing	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
E 101-43000-360 Insurance	\$10,262.00	\$0.00	\$9,999.14	\$262.86	97.44%
E 101-43000-381 Electric Utilities	\$12,000.00	\$698.35	\$2,637.32	\$9,362.68	21.98%
E 101-43000-383 Gas Utilities	\$6,500.00	\$437.62	\$2,686.99	\$3,813.01	41.34%
E 101-43000-384 Refuse/Garbage Disposal	\$1,500.00	\$144.98	\$390.94	\$1,109.06	26.06%
E 101-43000-385 Sewer Utility	\$400.00	\$61.10	\$183.30	\$216.70	45.83%
E 101-43000-405 Cleaning Services	\$5,640.00	\$470.00	\$1,980.00	\$3,660.00	35.11%
E 101-43000-413 Office Equipment Rental/Re	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
E 101-43000-430 Miscellaneous	\$1,500.00	\$51.60	\$57.85	\$1,442.15	3.86%
E 101-43000-433 Dues/Contracts/Subscription	\$3,850.00	\$261.00	\$1,116.31	\$2,733.69	29.00%
E 101-43000-442 Safety Prog/Equipment	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
E 101-43000-443 Sales Tax	\$100.00	\$14.00	\$14.00	\$86.00	14.00%
E 101-43000-454 Joint Facility County Expens	\$35,000.00	\$6,225.11	\$18,618.56	\$16,381.44	53.20%
E 101-43000-500 Capital Outlay -	\$100,000.00	\$0.00	\$89,674.62	\$10,325.38	89.67%
E 101-43000-550 Capital Outlay -	\$60,340.00	\$0.00	\$60,565.08	-\$225.08	100.37%

Account Descr	2025 YTD Budget	MTD Amt	2025 YTD Amt	2025 YTD Balance	%YTD Budget
E 101-43000-581 Capital Outlay -Seal Coat	\$117,000.00	\$0.00	\$0.00	\$117,000.00	0.00%
E 101-43000-582 Capital Outlay - Crackfill	\$40,000.00	\$0.00	\$0.00	\$40,000.00	0.00%
E 101-43000-584 Capital Outlay - Road Const	\$1,982,963.00	\$7,063.92	\$67,368.52	\$1,915,594.48	3.40%
43000 Public Works (GENERAL)	\$2,899,494.00	\$60,816.31	\$378,232.25	\$2,521,261.75	
43026 Public Works Sidewalks&Trails					
E 101-43026-134 Employer Paid Life	\$1.00	\$0.00	\$0.00	\$1.00	0.00%
43026 Public Works Sidewalks&Trails	\$1.00	\$0.00	\$0.00	\$1.00	
43100 Cemetery					
E 101-43100-105 Part-time or Intern Wages	\$5,574.00	\$0.00	\$0.00	\$5,574.00	0.00%
E 101-43100-210 Operating Supplies	\$940.00	\$34.18	\$76.91	\$863.09	8.18%
E 101-43100-220 Repair/Maint Supply - Equip	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
E 101-43100-360 Insurance	\$0.00	\$0.00	\$97.50	-\$97.50	0.00%
E 101-43100-381 Electric Utilities	\$350.00	\$31.92	\$95.88	\$254.12	27.39%
E 101-43100-430 Miscellaneous	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
E 101-43100-500 Capital Outlay -	\$23,357.00	\$0.00	\$1,883.25	\$21,473.75	8.06%
43100 Cemetery	\$30,871.00	\$66.10	\$2,153.54	\$28,717.46	
45100 Park and Recreation (GENERAL)					
E 101-45100-100 Wages - Dept Heads	\$88,046.00	\$6,772.80	\$27,181.20	\$60,864.80	30.87%
E 101-45100-105 Part-time or Intern Wages	\$37,710.00	\$1,894.00	\$7,199.75	\$30,510.25	19.09%
E 101-45100-111 Parks & Rec Summer Wages	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
E 101-45100-115 Admin Asst or Program Fac	\$53,742.00	\$3,639.02	\$15,247.12	\$38,494.88	28.37%
E 101-45100-118 Parks & Rec Equip Op Wage	\$118,227.00	\$8,817.60	\$35,395.52	\$82,831.48	29.94%
E 101-45100-121 PERA	\$22,670.00	\$1,584.26	\$6,376.80	\$16,293.20	28.13%
E 101-45100-122 FICA	\$23,353.00	\$1,347.78	\$5,537.20	\$17,815.80	23.71%
E 101-45100-124 FMLA	\$5,190.00	\$0.00	\$0.00	\$5,190.00	0.00%
E 101-45100-131 Employer Paid Health	\$53,588.00	\$4,545.34	\$17,309.06	\$36,278.94	32.30%
E 101-45100-132 Employer Paid Disability	\$465.00	\$0.00	\$107.04	\$357.96	23.02%
E 101-45100-133 Employer Paid Dental	\$4,271.00	\$394.50	\$1,498.26	\$2,772.74	35.08%
E 101-45100-134 Employer Paid Life	\$447.00	\$37.28	\$149.12	\$297.88	33.36%
E 101-45100-140 Unemployment	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
E 101-45100-151 Workers Comp Insurance	\$13,068.00	\$0.00	\$8,905.00	\$4,163.00	68.14%
E 101-45100-152 Health Savings Account Con	\$16,000.00	\$4,125.00	\$8,250.00	\$7,750.00	51.56%
E 101-45100-200 Office Supplies	\$300.00	\$58.65	\$186.03	\$113.97	62.01%
E 101-45100-208 Instruction Fees	\$500.00	\$0.00	\$130.00	\$370.00	26.00%
E 101-45100-210 Operating Supplies	\$3,500.00	\$465.61	\$1,119.05	\$2,380.95	31.97%
E 101-45100-212 Motor Fuels	\$4,300.00	\$808.24	\$808.24	\$3,491.76	18.80%
E 101-45100-213 Diesel Fuel	\$3,000.00	\$741.19	\$741.19	\$2,258.81	24.71%
E 101-45100-220 Repair/Maint Supply - Equip	\$11,000.00	\$2,203.54	\$4,451.74	\$6,548.26	40.47%
E 101-45100-221 Repair/Maint Vehicles	\$1,500.00	\$173.24	\$301.46	\$1,198.54	20.10%
E 101-45100-223 Bldg Repair Suppl/Maintena	\$22,000.00	\$57,596.96	\$63,770.46	-\$41,770.46	289.87%
E 101-45100-231 Chemicals/Landscaping	\$4,000.00	\$2,369.38	\$2,489.38	\$1,510.62	62.23%
E 101-45100-235 Signs	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
E 101-45100-240 Small Tools and Minor Equip	\$1,500.00	\$303.36	\$560.27	\$939.73	37.35%
E 101-45100-254 Concessions - Pop & Food	\$0.00	\$0.00	\$2.50	-\$2.50	0.00%
E 101-45100-258 Uniform - Department Head	\$500.00	\$0.00	\$50.00	\$450.00	10.00%
E 101-45100-259 Uniform - Staff	\$1,570.00	\$0.00	\$304.99	\$1,265.01	19.43%
E 101-45100-303 Engineering Fees	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
E 101-45100-304 Legal Fees (Civil)	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
E 101-45100-309 Tennis	\$1,000.00	\$293.16	\$293.16	\$706.84	29.32%
E 101-45100-310 Program Supplies	\$1,500.00	\$0.00	\$367.02	\$1,132.98	24.47%
E 101-45100-311 Softball/Baseball	\$1,500.00	\$29.96	\$29.96	\$1,470.04	2.00%
E 101-45100-315 Warm House/Garage Exp	\$500.00	\$275.00	\$275.00	\$225.00	55.00%
E 101-45100-316 Security Monitoring	\$1,200.00	\$0.00	\$270.00	\$930.00	22.50%
E 101-45100-317 Soccer/Skating	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%

Account Descr	2025 YTD Budget	MTD Amt	2025 YTD Amt	2025 YTD Balance	%YTD Budget
E 101-45100-318 Garage (North)	\$2,000.00	\$305.58	\$670.58	\$1,329.42	33.53%
E 101-45100-320 Communications	\$6,000.00	\$669.92	\$1,994.90	\$4,005.10	33.25%
E 101-45100-322 Postage	\$150.00	\$0.69	\$2.07	\$147.93	1.38%
E 101-45100-323 Garage (East)	\$1,000.00	\$12.59	\$247.35	\$752.65	24.74%
E 101-45100-324 Disc Golf Expenses	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
E 101-45100-331 Travel Expenses	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
E 101-45100-335 Background Checks	\$150.00	\$75.00	\$75.00	\$75.00	50.00%
E 101-45100-340 Advertising	\$1,000.00	\$85.00	\$85.00	\$915.00	8.50%
E 101-45100-351 Legal Notices Publishing	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
E 101-45100-360 Insurance	\$25,420.00	\$0.00	\$21,653.13	\$3,766.87	85.18%
E 101-45100-381 Electric Utilities	\$15,000.00	\$1,355.95	\$4,529.58	\$10,470.42	30.20%
E 101-45100-383 Gas Utilities	\$10,000.00	\$1,635.96	\$5,913.60	\$4,086.40	59.14%
E 101-45100-384 Refuse/Garbage Disposal	\$800.00	\$169.19	\$360.77	\$439.23	45.10%
E 101-45100-403 Improvements Other Than B	\$3,800.00	\$0.00	\$0.00	\$3,800.00	0.00%
E 101-45100-405 Cleaning Services	\$23,575.00	\$1,931.25	\$7,725.00	\$15,850.00	32.77%
E 101-45100-413 Office Equipment Rental/Re	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
E 101-45100-415 Equipment Rental	\$500.00	\$0.00	\$85.00	\$415.00	17.00%
E 101-45100-430 Miscellaneous	\$1,500.00	\$161.47	\$793.29	\$706.71	52.89%
E 101-45100-433 Dues/Contracts/Subsription	\$3,011.00	\$375.00	\$1,274.00	\$1,737.00	42.31%
E 101-45100-442 Safety Prog/Equipment	\$1,000.00	\$16.19	\$155.82	\$844.18	15.58%
E 101-45100-443 Sales Tax	\$3,000.00	\$247.00	\$1,625.00	\$1,375.00	54.17%
E 101-45100-445 Sr Meals Expense	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
E 101-45100-448 Weight Room Ins Reimbur	\$150.00	\$10.25	\$40.25	\$109.75	26.83%
E 101-45100-452 Refund	\$150.00	\$0.00	\$35.00	\$115.00	23.33%
E 101-45100-453 80 Acre Development Expen	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
E 101-45100-457 Weight Room Expenses	\$2,000.00	\$959.74	\$1,089.51	\$910.49	54.48%
E 101-45100-459 PAL Foundation Expenditure	\$73,000.00	\$0.00	\$18,625.33	\$54,374.67	25.51%
E 101-45100-461 Silver Sneakers	\$6,500.00	\$667.00	\$2,697.00	\$3,803.00	41.49%
E 101-45100-500 Capital Outlay -	\$426,600.00	\$1,884.55	\$11,119.53	\$415,480.47	2.61%
E 101-45100-600 Principal	\$840.00	\$82.45	\$246.57	\$593.43	29.35%
E 101-45100-610 Interest	\$15.00	\$14.73	\$44.97	-\$29.97	299.80%
45100 Park and Recreation (GENERAL)	\$1,122,608.00	\$109,135.38	\$290,394.77	\$832,213.23	
45125 Parks and Rec Snow Removal					
E 101-45125-118 Parks & Rec Equip Op Wage	\$1,544.00	\$0.00	\$0.00	\$1,544.00	0.00%
E 101-45125-124 FMLA	\$15.00	\$0.00	\$0.00	\$15.00	0.00%
45125 Parks and Rec Snow Removal	\$1,559.00	\$0.00	\$0.00	\$1,559.00	
45500 Library					
E 101-45500-101 Assistant	\$27,560.00	\$2,212.50	\$9,300.00	\$18,260.00	33.74%
E 101-45500-121 PERA	\$2,067.00	\$165.94	\$697.52	\$1,369.48	33.75%
E 101-45500-122 FICA	\$2,108.00	\$158.26	\$677.83	\$1,430.17	32.16%
E 101-45500-124 FMLA	\$469.00	\$0.00	\$0.00	\$469.00	0.00%
E 101-45500-151 Workers Comp Insurance	\$1,084.00	\$0.00	\$320.00	\$764.00	29.52%
E 101-45500-201 Library Operating Supplies	\$2,000.00	\$25.73	\$512.78	\$1,487.22	25.64%
E 101-45500-202 Library Subscriptions	\$600.00	\$0.00	\$0.00	\$600.00	0.00%
E 101-45500-203 Library Books	\$5,000.00	\$657.01	\$1,711.22	\$3,288.78	34.22%
E 101-45500-204 Children s Program Expense	\$150.00	\$0.00	\$0.00	\$150.00	0.00%
E 101-45500-206 Book Sale Expenses	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
E 101-45500-320 Communications	\$1,000.00	\$24.90	\$73.76	\$926.24	7.38%
E 101-45500-322 Postage	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
E 101-45500-413 Office Equipment Rental/Re	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
E 101-45500-430 Miscellaneous	\$1,000.00	\$8.97	\$33.96	\$966.04	3.40%
E 101-45500-433 Dues/Contracts/Subsription	\$2,200.00	\$165.00	\$2,505.00	-\$305.00	113.86%
E 101-45500-443 Sales Tax	\$615.00	\$3.00	\$6.00	\$609.00	0.98%
E 101-45500-452 Refund	\$50.00	\$0.00	\$0.00	\$50.00	0.00%

Account Descr	2025 YTD Budget	MTD Amt	2025 YTD Amt	2025 YTD Balance	%YTD Budget
E 101-45500-459 PAL Foundation Expenditure	\$250.00	\$0.00	\$1,182.21	-\$932.21	472.88%
E 101-45500-500 Capital Outlay -	\$2,580.00	\$0.00	\$0.00	\$2,580.00	0.00%
E 101-45500-600 Principal	\$547.00	\$54.97	\$164.38	\$382.62	30.05%
E 101-45500-610 Interest	\$8.00	\$9.82	\$29.99	-\$21.99	374.88%
45500 Library	\$49,938.00	\$3,486.10	\$17,214.65	\$32,723.35	
48000 Recycling					
E 101-48000-388 Recycling Expenses	\$500.00	\$50.00	\$50.00	\$450.00	10.00%
48000 Recycling	\$500.00	\$50.00	\$50.00	\$450.00	
101 GENERAL FUND	\$7,256,161.00	\$451,577.13	\$1,889,958.96	\$5,366,202.04	
301 DEBT SERVICE FUND					
47000 \$3,815,000 GO CIP 2019A					
E 301-47000-600 Principal	\$235,000.00	\$0.00	\$235,000.00	\$0.00	100.00%
E 301-47000-610 Interest	\$57,031.00	\$0.00	\$29,690.63	\$27,340.37	52.06%
E 301-47000-620 Fiscal Agent s Fees	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
47000 \$3,815,000 GO CIP 2019A	\$292,531.00	\$0.00	\$264,690.63	\$27,840.37	
47014 2018 Series A Bonds					
E 301-47014-600 Principal	\$90,000.00	\$0.00	\$90,000.00	\$0.00	100.00%
E 301-47014-610 Interest	\$7,638.00	\$0.00	\$4,550.00	\$3,088.00	59.57%
E 301-47014-620 Fiscal Agent s Fees	\$500.00	\$0.00	\$495.00	\$5.00	99.00%
47014 2018 Series A Bonds	\$98,138.00	\$0.00	\$95,045.00	\$3,093.00	
47015 47015 Series 2015B/2021A					
E 301-47015-600 Principal	\$125,000.00	\$0.00	\$125,000.00	\$0.00	100.00%
E 301-47015-610 Interest	\$11,250.00	\$0.00	\$6,250.00	\$5,000.00	55.56%
E 301-47015-620 Fiscal Agent s Fees	\$500.00	\$0.00	\$495.00	\$5.00	99.00%
47015 47015 Series 2015B/2021A	\$136,750.00	\$0.00	\$131,745.00	\$5,005.00	
47016 2025 Go Bonds-Roads 2024/2025					
E 301-47016-600 Principal	\$128,500.00	\$0.00	\$0.00	\$128,500.00	0.00%
47016 2025 Go Bonds-Roads 2024/2025	\$128,500.00	\$0.00	\$0.00	\$128,500.00	
47100 2022A ROAD BONDS					
E 301-47100-600 Principal	\$42,000.00	\$0.00	\$42,000.00	\$0.00	100.00%
E 301-47100-610 Interest	\$32,260.00	\$0.00	\$16,129.80	\$16,130.20	50.00%
E 301-47100-620 Fiscal Agent s Fees	\$275.00	\$0.00	\$0.00	\$275.00	0.00%
47100 2022A ROAD BONDS	\$74,535.00	\$0.00	\$58,129.80	\$16,405.20	
47101 2022A FIRE TRUCK BONDS					
E 301-47101-600 Principal	\$102,000.00	\$0.00	\$102,000.00	\$0.00	100.00%
E 301-47101-610 Interest	\$17,881.00	\$0.00	\$8,940.40	\$8,940.60	50.00%
E 301-47101-620 Fiscal Agent s Fees	\$275.00	\$0.00	\$0.00	\$275.00	0.00%
47101 2022A FIRE TRUCK BONDS	\$120,156.00	\$0.00	\$110,940.40	\$9,215.60	
301 DEBT SERVICE FUND	\$850,610.00	\$0.00	\$660,550.83	\$190,059.17	
405 TAX INCREMENT FINANCE PROJECTS					
46000 Tax Increment Financing					
E 405-46000-351 Legal Notices Publishing	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
E 405-46000-646 TaxIncrement 9-C&J Dev	\$11,071.00	\$0.00	\$0.00	\$11,071.00	0.00%
E 405-46000-650 Administrative Costs	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
46000 Tax Increment Financing	\$11,621.00	\$0.00	\$0.00	\$11,621.00	
405 TAX INCREMENT FINANCE PROJECTS	\$11,621.00	\$0.00	\$0.00	\$11,621.00	
502 ECONOMIC DEVELOPMENT FUND					
47009 2003 Joint Facility					
E 502-47009-430 Miscellaneous	\$18,100.00	\$100.00	\$100.00	\$18,000.00	0.55%

Account Descr	2025 YTD Budget	MTD Amt	2025 YTD Amt	2025 YTD Balance	%YTD Budget
47009 2003 Joint Facility	\$18,100.00	\$100.00	\$100.00	\$18,000.00	
502 ECONOMIC DEVELOPMENT FUND	\$18,100.00	\$100.00	\$100.00	\$18,000.00	
601 SEWER OPERATING FUND					
43200 Sewer					
E 601-43200-100 Wages - Dept Heads	\$44,106.00	\$3,392.80	\$13,616.19	\$30,489.81	30.87%
E 601-43200-114 Sewer Operator Wages	\$105,360.00	\$7,815.33	\$20,847.35	\$84,512.65	19.79%
E 601-43200-121 PERA	\$11,210.00	\$840.56	\$2,584.76	\$8,625.24	23.06%
E 601-43200-122 FICA	\$11,434.00	\$731.49	\$2,235.83	\$9,198.17	19.55%
E 601-43200-124 FMLA	\$2,541.00	\$0.00	\$0.00	\$2,541.00	0.00%
E 601-43200-131 Employer Paid Health	\$35,440.00	\$3,009.40	\$12,052.43	\$23,387.57	34.01%
E 601-43200-132 Employer Paid Disability	\$229.00	\$0.00	\$37.83	\$191.17	16.52%
E 601-43200-133 Employer Paid Dental	\$2,109.00	\$155.68	\$650.85	\$1,458.15	30.86%
E 601-43200-134 Employer Paid Life	\$156.00	\$33.22	\$71.61	\$84.39	45.90%
E 601-43200-151 Workers Comp Insurance	\$3,806.00	\$0.00	\$2,665.00	\$1,141.00	70.02%
E 601-43200-152 Health Savings Account Con	\$10,240.00	\$1,650.00	\$3,300.00	\$6,940.00	32.23%
E 601-43200-200 Office Supplies	\$600.00	\$21.55	\$220.96	\$379.04	36.83%
E 601-43200-208 Instruction Fees	\$1,500.00	\$0.00	\$462.37	\$1,037.63	30.82%
E 601-43200-210 Operating Supplies	\$4,000.00	\$94.00	\$538.65	\$3,461.35	13.47%
E 601-43200-212 Motor Fuels	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
E 601-43200-213 Diesel Fuel	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
E 601-43200-220 Repair/Maint Supply - Equip	\$30,030.00	\$7,184.26	\$8,933.83	\$21,096.17	29.75%
E 601-43200-221 Repair/Maint Vehicles	\$1,500.00	\$93.76	\$113.70	\$1,386.30	7.58%
E 601-43200-222 Tires	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
E 601-43200-223 Bldg Repair Suppl/Maintena	\$8,000.00	-\$8,017.14	\$9,812.09	-\$1,812.09	122.65%
E 601-43200-229 Oper/Maint - Lift Station	\$18,000.00	\$396.27	\$1,179.01	\$16,820.99	6.55%
E 601-43200-230 Repair/Maint - Collection Sys	\$15,000.00	\$0.00	-\$134.65	\$15,134.65	-0.90%
E 601-43200-231 Chemicals/Landscaping	\$20,000.00	\$2,800.00	\$6,568.09	\$13,431.91	32.84%
E 601-43200-259 Uniform - Staff	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
E 601-43200-303 Engineering Fees	\$32,000.00	\$0.00	\$720.00	\$31,280.00	2.25%
E 601-43200-304 Legal Fees (Civil)	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
E 601-43200-320 Communications	\$4,600.00	\$472.12	\$1,428.49	\$3,171.51	31.05%
E 601-43200-321 Communications-Cellular	\$1,600.00	\$49.93	\$149.79	\$1,450.21	9.36%
E 601-43200-322 Postage	\$1,000.00	\$241.92	\$495.45	\$504.55	49.55%
E 601-43200-331 Travel Expenses	\$2,000.00	\$279.83	\$673.51	\$1,326.49	33.68%
E 601-43200-351 Legal Notices Publishing	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
E 601-43200-360 Insurance	\$15,497.00	\$0.00	\$14,169.21	\$1,327.79	91.43%
E 601-43200-381 Electric Utilities	\$40,000.00	\$2,572.48	\$8,150.13	\$31,849.87	20.38%
E 601-43200-383 Gas Utilities	\$3,000.00	\$251.45	\$1,629.88	\$1,370.12	54.33%
E 601-43200-406 Lab Testing	\$22,000.00	\$1,008.16	\$3,048.58	\$18,951.42	13.86%
E 601-43200-407 Sludge Disposal	\$47,120.00	\$784.00	\$784.00	\$46,336.00	1.66%
E 601-43200-420 Depreciation Expense	\$350,000.00	\$0.00	\$0.00	\$350,000.00	0.00%
E 601-43200-430 Miscellaneous	\$200.00	\$25.00	\$25.00	\$175.00	12.50%
E 601-43200-433 Dues/Contracts/Subscription	\$5,000.00	\$44.00	\$3,134.00	\$1,866.00	62.68%
E 601-43200-442 Safety Prog/Equipment	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
E 601-43200-443 Sales Tax	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
E 601-43200-450 Permits or House Burns	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
E 601-43200-452 Refund	\$100.00	\$0.00	\$3,680.00	-\$3,580.00	3680.00%
E 601-43200-500 Capital Outlay -	\$125,000.00	\$278.30	\$278.30	\$124,721.70	0.22%
E 601-43200-553 Capital Outlay - Other	\$7,731.00	\$0.00	\$0.00	\$7,731.00	0.00%
43200 Sewer	\$989,759.00	\$26,208.37	\$124,122.24	\$865,636.76	
601 SEWER OPERATING FUND	\$989,759.00	\$26,208.37	\$124,122.24	\$865,636.76	
651 SEWER RESTRICTED SINKING FUND					
47008 2017 Series A Sewer					

Account Descr	2025 YTD Budget	MTD Amt	2025 YTD Amt	2025 YTD Balance	%YTD Budget
E 651-47008-600 Principal	\$105,000.00	\$0.00	\$105,000.00	\$0.00	100.00%
E 651-47008-610 Interest	\$8,205.00	\$0.00	\$4,627.50	\$3,577.50	56.40%
E 651-47008-620 Fiscal Agent s Fees	\$275.00	\$0.00	\$0.00	\$275.00	0.00%
47008 2017 Series A Sewer	\$113,480.00	\$0.00	\$109,627.50	\$3,852.50	
47102 2022A SEWER BONDS					
E 651-47102-600 Principal	\$60,000.00	\$0.00	\$60,000.00	\$0.00	100.00%
E 651-47102-610 Interest	\$69,422.00	\$0.00	\$34,711.00	\$34,711.00	50.00%
E 651-47102-620 Fiscal Agent s Fees	\$275.00	\$0.00	\$0.00	\$275.00	0.00%
47102 2022A SEWER BONDS	\$129,697.00	\$0.00	\$94,711.00	\$34,986.00	
651 SEWER RESTRICTED SINKING FUND	\$243,177.00	\$0.00	\$204,338.50	\$38,838.50	
	\$9,369,428.00	\$477,885.50	\$2,879,070.53	\$6,490,357.47	

City of Crosslake

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Balance Sheet

APRIL

Account Descr	Begin Yr	MTD Debit	MTD Credit	YTD Debit	YTD Credit	Current Balance
101 GENERAL FUND						
G 101-10100 Cash	\$6,108,700.46	\$163,887.84	\$467,323.88	\$1,256,437.98	\$1,969,288.74	\$5,395,849.70
G 101-10150 Cash - Phone Company Proceed	\$1,981,425.76	\$6,404.09	\$0.00	\$26,200.33	\$184,330.80	\$1,823,295.29
G 101-10200 Petty Cash	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00
G 101-10201 Petty Cash - Library	\$50.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00
G 101-10700 Taxes Receivable-Delinquent	\$31,805.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,805.00
G 101-12300 Special Assess Rec-Deferred	\$40,425.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,425.00
G 101-15500 Prepaid Items	\$49,174.00	\$0.00	\$0.00	\$0.00	\$0.00	\$49,174.00
G 101-21701 Federal Withholding	\$0.00	\$10,681.98	\$10,681.98	\$41,644.12	\$41,644.12	\$0.00
G 101-21702 State Withholding	\$0.00	\$6,990.98	\$6,990.98	\$20,133.55	\$20,133.55	\$0.00
G 101-21703 FICA Withholding(Incl Medicare	\$375.24	\$16,226.80	\$16,602.04	\$63,227.06	\$63,602.30	\$0.00
G 101-21704 PERA	\$0.00	\$26,771.02	\$26,771.02	\$106,042.44	\$106,042.44	\$0.00
G 101-21706 Hospitalization/Medical Ins	\$0.00	\$49,806.16	\$33,090.71	\$136,011.28	\$137,665.24	-\$1,653.96
G 101-21707 Union Dues	\$0.00	\$1,218.88	\$1,218.88	\$4,655.25	\$4,655.25	\$0.00
G 101-21708 HCSP	\$1,500.00	\$2,640.34	\$2,640.34	\$13,273.65	\$13,273.65	\$1,500.00
G 101-21710 Life Insurance	\$0.00	\$64.00	\$447.02	\$1,406.10	\$1,956.06	-\$549.96
G 101-21712 Savings	\$6,744.00	\$1,162.00	\$2,812.00	\$4,067.00	\$7,367.00	\$3,444.00
G 101-21713 Dental	\$1,858.00	\$3,110.00	\$2,062.78	\$8,322.62	\$8,322.62	\$1,858.00
G 101-21714 Deferred Compensation	\$0.00	\$570.00	\$570.00	\$1,980.00	\$1,980.00	\$0.00
G 101-21715 Vision Insurance	\$104.40	\$0.00	\$119.77	\$343.94	\$552.74	-\$104.40
G 101-21716 Flexible Benefit Plan	-\$1,223.21	\$7,827.32	\$25,473.19	\$29,156.96	\$29,365.07	-\$1,431.32
G 101-22200 Deferred Revenues	-\$19,073.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$19,073.00
G 101-22280 Deferred Revenue-Property Tax	-\$31,805.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$31,805.00
G 101-22281 Deferred Revenue-Spec Assmts	-\$40,425.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$40,425.00
G 101-25300 Unreserved Fund Balance	\$313,708.62	\$659,237.33	\$359,794.15	\$2,158,652.34	\$1,281,375.04	\$1,190,985.92
G 101-27200 FB - Nonspendable - Prepaids	-\$49,174.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$49,174.00
G 101-29210 FB - CO ASG Animal Control	-\$1,515.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$1,515.00
G 101-29215 FB - CO ASG Admin & PZ	-\$19,749.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$19,749.00
G 101-29225 FB - CO ASG PW Bridges	-\$143,944.28	\$0.00	\$0.00	\$0.00	\$0.00	-\$143,944.28
G 101-29226 FB - CO ASG Storm Water Main	-\$13,500.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$13,500.00
G 101-29230 FB - CO ASG PW Buildings	-\$51,525.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$51,525.00
G 101-29231 FB- CO ASG PW Veh & Equip	\$15,110.63	\$0.00	\$0.00	\$0.00	\$0.00	\$15,110.63
G 101-29235 FB - CO ASG PW Roads	\$873,576.02	\$0.00	\$0.00	\$0.00	\$0.00	\$873,576.02
G 101-29240 FB - CO ASG Parks 80 Acre	-\$698.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$698.00
G 101-29245 FB - CO ASG Park Dedication	-\$199,852.18	\$0.00	\$0.00	\$0.00	\$0.00	-\$199,852.18
G 101-29250 FB - CO ASG Park Fitness Equip	-\$57,644.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$57,644.00
G 101-29255 FB - CO ASG Park Gen Cap Ex	-\$20,608.59	\$0.00	\$0.00	\$0.00	\$0.00	-\$20,608.59
G 101-29257 FB - CO ASG Pickleball	-\$44,725.07	\$0.00	\$0.00	\$0.00	\$0.00	-\$44,725.07
G 101-29260 FB - CO ASG Library D/Pledges	-\$63,856.05	\$0.00	\$0.00	\$0.00	\$0.00	-\$63,856.05
G 101-29270 FB - CO ASG Police Forfeiture	-\$5,867.96	\$0.00	\$0.00	\$0.00	\$0.00	-\$5,867.96
G 101-29275 FB - CO ASG Police Equipment	-\$177,867.04	\$0.00	\$0.00	\$0.00	\$0.00	-\$177,867.04
G 101-29300 FB - UnRestricted Unassigned	-\$5,835,455.99	\$6,404.09	\$0.00	\$26,200.33	\$0.00	-\$5,809,255.66
G 101-29350 FB - UnRes Ua - Phone Co	-\$2,646,198.76	\$0.00	\$6,404.09	\$0.00	\$26,200.33	-\$2,672,399.09
101 GENERAL FUND	\$0.00	\$963,002.83	\$963,002.83	\$3,897,754.95	\$3,897,754.95	\$0.00
301 DEBT SERVICE FUND						
G 301-10100 Cash	\$1,011,072.52	\$0.00	\$0.00	\$13,446.61	\$660,550.83	\$363,968.30
G 301-10700 Taxes Receivable-Delinquent	\$12,300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,300.00
G 301-12300 Special Assess Rec-Deferred	\$212,576.00	\$0.00	\$0.00	\$0.00	\$0.00	\$212,576.00
G 301-22280 Deferred Revenue-Property Tax	-\$12,300.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$12,300.00
G 301-22281 Deferred Revenue-Spec Assmts	-\$212,576.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$212,576.00
G 301-25300 Unreserved Fund Balance	\$0.00	\$0.00	\$0.00	\$144,000.00	\$0.00	\$144,000.00
G 301-28400 FB - Restricted for Debt Ser.	-\$1,011,072.52	\$0.00	\$0.00	\$516,550.83	\$13,446.61	-\$507,968.30

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Account Descr	Begin Yr	MTD Debit	MTD Credit	YTD Debit	YTD Credit	Current Balance
301 DEBT SERVICE FUND	\$0.00	\$0.00	\$0.00	\$673,997.44	\$673,997.44	\$0.00
405 TAX INCREMENT FINANCE PROJECTS						
G 405-10100 Cash	\$14,465.86	\$0.00	\$0.00	\$0.00	\$0.00	\$14,465.86
G 405-28500 FB - Restricted for TIF	-\$14,465.86	\$0.00	\$0.00	\$0.00	\$0.00	-\$14,465.86
405 TAX INCREMENT FINANCE PROJECTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
502 ECONOMIC DEVELOPMENT FUND						
G 502-10100 Cash	\$25,344.67	\$0.00	\$100.00	\$336.29	\$100.00	\$25,580.96
G 502-10700 Taxes Receivable-Delinquent	\$195.00	\$0.00	\$0.00	\$0.00	\$0.00	\$195.00
G 502-22280 Deferred Revenue-Property Tax	-\$195.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$195.00
G 502-25300 Unreserved Fund Balance	\$163.00	\$0.00	\$0.00	\$0.00	\$0.00	\$163.00
G 502-29300 FB - UnRestricted Unassigned	-\$25,507.67	\$100.00	\$0.00	\$100.00	\$336.29	-\$25,743.96
502 ECONOMIC DEVELOPMENT FUND	\$0.00	\$100.00	\$100.00	\$436.29	\$436.29	\$0.00
601 SEWER OPERATING FUND						
G 601-10100 Cash	\$441,113.82	\$54,687.14	\$42,168.31	\$183,107.47	\$151,359.64	\$472,861.65
G 601-10700 Taxes Receivable-Delinquent	\$1,348.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,348.00
G 601-11500 Accounts Receivable	\$79,298.00	\$0.00	\$0.00	\$0.00	\$0.00	\$79,298.00
G 601-15500 Prepaid Items	\$4,394.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,394.00
G 601-16100 Fixed Asset-Land	\$185,136.00	\$0.00	\$0.00	\$0.00	\$0.00	\$185,136.00
G 601-16200 Fixed Asset-Buildings	\$4,252,418.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,252,418.00
G 601-16210 A/D Buildings	-\$1,771,396.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$1,771,396.00
G 601-16300 Improvements Other Than Bldg	\$39,328.00	\$0.00	\$0.00	\$0.00	\$0.00	\$39,328.00
G 601-16310 A/D Impr Other Than Bldgs	-\$30,783.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$30,783.00
G 601-16400 Fixed Asset-Equip/Machinery	\$402,238.00	\$0.00	\$0.00	\$0.00	\$0.00	\$402,238.00
G 601-16410 Fixed Asset-Equip Depreciation	-\$324,278.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$324,278.00
G 601-16700 Infrastructure	\$8,387,171.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,387,171.00
G 601-16710 A/D Infrastructure	-\$2,352,712.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$2,352,712.00
G 601-19005 DO - OPEB	\$1,630.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,630.00
G 601-20600 Contracts Payable	-\$22,634.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$22,634.00
G 601-21750 Accrued Compensated Absence	-\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$10,000.00
G 601-21800 OPEB Liability	-\$19,933.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$19,933.00
G 601-21801 OPEB Liability - Current	-\$422.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$422.00
G 601-21802 Deferred Inflows - OPEB	-\$9,163.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$9,163.00
G 601-23950 Net Pension Liability	-\$58,621.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$58,621.00
G 601-23955 DI-GERF-Dif Exp & Act Econ Ex	-\$19,444.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$19,444.00
G 601-24502 DO-GERF-Net Fiff BTW Proj & A	\$20,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,800.00
G 601-25300 Unreserved Fund Balance	-\$141,444.21	\$7,815.33	\$0.00	\$20,847.35	\$3,436.48	-\$124,033.34
G 601-26100 Net Inv. In Capital Assets	-\$6,303,484.71	\$0.00	\$0.00	\$0.00	\$0.00	-\$6,303,484.71
G 601-26600 Net Assets - Unrestricted	-\$2,750,559.90	\$34,352.98	\$54,687.14	\$131,232.29	\$180,390.99	-\$2,799,718.60
601 SEWER OPERATING FUND	\$0.00	\$96,855.45	\$96,855.45	\$335,187.11	\$335,187.11	\$0.00
651 SEWER RESTRICTED SINKING FUND						
G 651-10100 Cash	\$503,358.74	\$0.00	\$0.00	\$4,775.63	\$204,338.50	\$303,795.87
G 651-10700 Taxes Receivable-Delinquent	\$4,970.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,970.00
G 651-21500 Accrued Interest Payable	-\$36,356.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$36,356.00
G 651-22500 Bonds Payable-Current Portion	-\$346,000.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$346,000.00
G 651-23100 Bonds Payable-Noncurrent NC	-\$2,115,000.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$2,115,000.00
G 651-26200 Net Assets - Restricted DS	-\$458,796.74	\$0.00	\$0.00	\$204,338.50	\$4,775.63	-\$259,233.87
G 651-26600 Net Assets - Unrestricted	\$2,447,824.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,447,824.00
651 SEWER RESTRICTED SINKING FUND	\$0.00	\$0.00	\$0.00	\$209,114.13	\$209,114.13	\$0.00
	\$0.00	\$1,059,958.28	\$1,059,958.28	\$5,116,489.92	\$5,116,489.92	\$0.00



Crosslake Police Department
Monthly Report: April 2025

911 Hangup	1	Trespass	1
Agency Assist	16	Vulnerable Adult	2
Alarm	15	Welfare Check	6
Animal Complaint	5		
Background	2		
Civil Problem	2		
Domestic	1		
Driving Complaint	5		
EMS	26		
Escort	1		
Extra Patrol	1		
Fire	1		
Garbage Dumping	1		
Gas Leak	1		
Gun Permits	2		
Information	11		
Licensing	5		
Motorist Assist	1		
Obscene Communication	1		
Ordinance Violation	14		
Parking Complaint	3		
Property Damage Accident	2		
Public Assist	8		
Ride Along	2		
Scam/Con	3		
Stolen Recovered	1		
Suspicious Activity	1		
Traffic Warning	64		
Traffic Citation	10	TOTAL	216

C.7.



Crosslake Police Department
Mission Township
Monthly Report: April 2025

Agency Assist	6
Background	1
Driving Complaint	1
Gun Permits	1
Hazard In Road	2
Theft	1
Traffic Warning	59
Traffic Citation	11
Trespass	1

TOTAL: 83



Crosslake Fire Department

Date: April 2025

C.8.

Incidents

Description of Incident	Calls	YTD
3 - Rescue & Emergency Medical Services		
311 - Medical Assist - Assist EMS Crew	21	93
300 - Rescue, EMS Incident		
322 - Motor Vehicle Accident with Injuries		1
324 - Motor Vehicle Accident with No Injuries		
351 - Remove from Elevator		
341/361/362 - Search for Person/Water Rescue/Ice Rescue		1
Total:	21	95
1 - Fire		
111 - Building Fire		
111 - Building Fire (Mutual Aid)		4
112/118/113/114/123/151 - Fire Other / Chimney Fire		
141/142/143 - Forest, Woods, Brush, Grass Fire		2
130/131/134/138/142 - Mobile Property/Automobile Fire/Off Road Vehicle		1
Total:	0	7
4 - Hazardous Condition (No Fire)		
411 - Gasoline or other Flammable Liquid Spill		
412 - Gas Leak (Natural Gas or LPG)	1	4
424 - Carbon Monoxide Incident	1	1
444 - Power Line Down/Trees on Road		
445 - Arcing, Shorted Electrical Equipment		
Total:	2	5
5 - Service Call		
561 - Unauthorized Burning		
531/521 - Smoke or Odor Removal / Water Problem		
542/550/553 - Public Service/ Public Assist / 571 - Standby	3	14
551 - Agency Assist	1	4
Total:	4	18
6 - Good Intent Call		
611 - Dispatched and Cancelled en route	1	5
600/631 - Good Intent Call/Authorized Burning		
651/652 - Smoke scare, Odor of smoke		1
661 - EMS Party Transport - Aircare - Traffic Control		4
Total:	1	10
7 - False Alarm & False Call		
735/740/743/740/745 - Smoke Detector Activation - No Fire	1	8
746 - Carbon Monoxide Detector Activation - No CO		2
731 - Sprinkler Activation due to Malfunction		
Total:	1	10
8 - Severe Weather & Natural Disaster		
814 - Lightning Strike (No Fire)		
813/815 - Wind Storm/Severe Weather Standby	1	1
Total:	1	1
Total Incidents:	30	146



C.9.

STATED MINUTES

City of Crosslake Planning Commission/Board of Adjustment

March 28, 2025
9:00 A.M.

Crosslake City Hall
13888 Daggett Bay Road
Crosslake, MN 56442

1. Present: Chair David Fuhs; Vice Chair Jeff McGrath; Kristin Graham; Joseph O'Leary; Alternate Joel Knippel; Alternate Cooper Hanning; and Liaison Council Member Jayme Knapp

Absent: Jeremy Johnson

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

2. 2-28-2025 Minutes – **Motion by Graham; supported by McGrath to approve the minutes as written. All members voting “Aye”, Motion carried.**
3. 3-7-2025 Minutes – **Motion by Graham; supported by O'Leary to approve the minutes as written. All members voting “Aye”, Motion carried.**
4. New Business
 - 4.1 Matthew Gallaway – Land Use Map Amendment
 - 4.2 Michael & Pamela Cunningham – Land Use Map Amendment
 - 4.3 Michael & Pamela Cunningham – Preliminary replat subdivision
5. Old Business
 - 5.1 Land Use Ordinance Amendments – New districts with language throughout the ordinance; Stormwater Management; Landscaping, Screening and Lighting Standards; Land Use Tables; Accessory Structures/Storage Buildings; Accessory Structure Standards; Commercial and Residential Architectural Standards; definitions; accompanying sections with language that pertains
6. Other Business
 - 6.1 Staff report
7. 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.
8. Adjournment

**Matthew J Gallaway
14320764**

Fuhs announced the Land Use Map Amendment (LUMA). Satterlund read the LUMA request, notices sent out per city ordinance and Minnesota State Statue 462 requirements, project details, 6 comments received, history of the parcel and the surrounding parcel history into the record. Fuhs invited Gallaway, the applicant/owner to the podium. Gallaway, owner-worked on this proposal since the purchase; history of the parcel; thoughts of development thru time; concerns for the community; not much of this type of neighborhoods in Crosslake; conversations were had with the county on this development. Discussion with the commissioners, staff and applicant: O'Leary-burial ground requirements; Satterlund-explained the process in relation to burial grounds; O'Leary-Pearson, the next door property, would you sell him more property per his submitted comment (see packet); Gallaway-I would sell anyone property; McGrath-question on the neighboring association property trail; Gallaway-aware of the trail location on the neighboring property, which allows a buffer area; McGrath-district changes in the past; Satterlund-explained some history in the area, but without knowledge of the actual timeline of the district change(s); O'Leary-to clarify, any plans to cut brush on property that is not yours; Gallaway-no it is their property; O'Leary-the 2018 comprehensive plan designates this area for future subdivision, it identifies this area in the future land use map; McGrath-a drawing to visualize what it may possibly look like would be appreciated; Gallaway-presented his possible proposal on the overhead projector, but it showed 1 acre as it would actually be 2 acres, so take out every other line. Fuhs asked if any of the commissioners had additional questions, but none were forthcoming. Fuhs opened the public hearing, stipulating that a 3 minute time limit would be placed if there is a need. O'Leary-are there any ecological concerns; no one came up, so Fuhs closed the public hearing due to no response. Fuhs requested Satterlund to initiate the findings of fact procedure with the board members deliberating and responding to each question.

March 28, 2025 Action:

Motion by O'Leary; supported by Graham to recommend approval to the city council for the following Land Use Map Amendment:

- To amend the Official Land Use Map on parcel #14320764 from Rural Residential 5 (RR5) to Rural Residential 2 (RR2) involving approximately 29.85 acres.

Per the findings of fact as discussed, the on-site conducted on 3-26-2025 and as shown on the certificate of survey received at the Planning & Zoning office dated 11-16-2021 for property located off of County Road 103, City of Crosslake

Conditions:

1. Native American burial ground location(s) to be designated on the preliminary and final plat per the official Native American government department's input, with official written documents to substantiate the location(s).
2. Any Crow Wing County requests at the present or in the future to be solely the developer's financial responsibility.
3. Any signage or other development requests to be the developer's sole responsibility.

Findings: See attached/packet

All members voting "Aye", Motion carried.

**Michael D & Pamela E Cunningham
14280604, 14280605, 14280606, 14280607**

Fuhs announced the land use map amendment (LUMA) request. Satterlund read the LUMA request, notices sent out per city ordinance and Minnesota State Statue 462 requirements, project details, surrounding zoning districts, 3 comments received, history of the parcel and the surrounding parcel history into the record. Fuhs-comment submitted that city water and sewer was to be brought to the property when developing it; Satterlund-not aware of past conversations, not documented or noted at the city; Fuhs-when is an ecological study required; Satterlund-no knowledge, but you could table if you need more information, there were no comments from the MN DNR; O'Leary-on-site, Wednesday April 26th, for a visual review; Fuhs-we apologize for the miscommunication of the on-site date change. Fuhs invited Cunningham, the applicant/owner and Chouanard his representative to the podium. Chouanard, KLD employee-comments on the bluff area, bluff is already completed; creating larger than 2 acre lots, approximately 2.5 acres; had a discussion with Kallroos, CWC Hwy dept, on the driveway on lots 7 & 8, will share than split off; Satterlund had read the CWC Hwy dept's comment previously into the record; O'Leary-no other access from the county road to be installed; road to eventually be submitted to the city to take it over; Chouanard-already talking to the city on this; Fuhs-explain road work effects to water; Satterlund-explained the septic procedure requiring two site suitabilities per tract to be submitted and shown on the survey; O'Leary-survey shows septic and structure; Chouanard-structure just for visual effects; Fuhs-northern parcel explanation; Chouanard-detailed the makeup of the parcel. Fuhs opened the public hearing, stipulating that a 3 minute time limit would be placed if there is a need. Allens, off of County Rd 36-attended the on-site on March 26th, there is some discrepancy with a road going thru our land in the comprehensive plan; the comprehensive plan is just a guide; we feel 5 acres is ample with no need for a decrease to 2 acres; things were done wrong in the past per Article 2 Sec 26-45 (read the sec.); comprehensive plan section pertaining to this project was read; growth area in play today in Crosslake per the comprehensive plan; used the overhead projector to show the past aerial view of the location showing the trees & road system; environment statements from the comprehensive plan was read; concern with the traffic and noise; traffic congestion/noise petition was read into the record (see attachment), which included the CWC Hwy department's input; the current traffic use was stated; traffic use versus biking and walking use; not feel safe on the road as a pedestrian; we pay tax; no plans to reshape our property or other adjoining property; Fuhs-no plan to subdivide now, but you have the opportunity to change your mind in the future; Allen-we bought more land for additional buffer; no plans to subdivide; Fuhs-community property owners can make their decisions, by following the rules, Wednesday, March 26th on-site the old tree growth was noticed, anyway to consider the old growth; Chouanard-parcel size will still allow the owner to tuck away the house, trees will be up to whomever buys the parcels. Eggena of Fawn Lake Rd-pervious approved, if start now then it will spread; beautiful area; Fuhs-city council thought 2 acres is bigger than 1 acre and they allowed this to proceed, hard to allow in one location but not others; Eggena-that is a city planning issue. Allen-grew up on the neighboring land; who buys by where they work; Fuhs-some may want to buy up here if there is the opportunity; Allen-is there affordable housing for workers here; Fuhs-not our purview; Allen-thanks for comments, but how do we make a change; Fuhs-explained the Crosslake procedure by trying to involve all parties, not just taking a vote, this allows both sides view point; O'Leary-on the commission board, but not easy, on the board because this is our home, decisions are very difficult to make, hard to make a decision knowing mostly everyone is your neighbor, doing our best for the community and everyone; Graham-we develop the community, but if you can't afford 5 acres you can't live here, we owe it to people who want to live in our community to give them the opportunity, comprehensive plan does site this area as appropriate for 2 acre parcels, I am

inclined to provide some opportunity to people; Fuhs-already did along the river in this plat, there is a slop down to the river, 100' setback from the river and 30' top of the bluff, adjacent parcel to Allen's remains the same configuration, proposal is from 4 parcels to 8 parcels; Allen-earlier approved RR5 now proposed to be RR2, compared other lots to this lot, the current plat on lot 8 will need to go over lot 7 or our property to get to the river, please table this request, there is not hurry, who came up with the district locations; Satterlund-Economic group works on the comprehensive plan; Allen-seems not logically districted; Fuhs-comprehensive plan does not have a specific order of events in Crosslake changes, Allen-what is the process to get the comprehensive plan development of the roads off of the plans; Satterlund-comprehensive plan looks at the big picture not parcel by parcel for future needs or development; Allen-don't put so much weight on the comprehensive plan, mentioned selling price of lots; Cunningham, owner-cost of lots is my business, KLD put this plat together, could do 2 acres, but kept it to 2.5 acres with infrastructure plans, some lots will be bigger, not a big change, hope the buyer does not cut the big trees, most big trees are along the county rd, property is wooded, should have plenty of buffer, owned since 1994, the submitted comment from the neighboring property owner is all false, that is dealing with the infrastructure (water & sewer). Fuhs asked if any of the commissioners had additional questions, but none were forthcoming. Fuhs requested Satterlund to initiate the findings of fact procedure with the board members deliberating and responding to each question.

March 28, 2025 Action:

Motion by O'Leary; supported by Graham to recommend approval to the city council for the following Land Use Map Amendment:

- To amend the Official Land Use Map on parcel #14280604, 14280605, 14280606, 14280607 from Rural Residential 5 (RR5) to Rural Residential 2 (RR2) involving approximately 23.9 acres into 8 tracts.

Per the findings of fact as discussed, the on-site conducted on 3-26-2025 and as shown on the certificate of survey received at the Planning & Zoning office dated 2-4-2025 for property located off of County Road 36, City of Crosslake

Findings: See attached/packet

Members voting "Aye", 3 – Fuhs, O'Leary, Graham; Members voting "Nay", 2 – Cooper, McGrath; 3 to 2 vote, Motion carried.

**Michael D & Pamela E Cunningham
14280604, 14280605, 14280606, 14280607**

Fuhs announced the Preliminary Replat request. Satterlund read the Preliminary Replat request, notices sent out per city ordinance and Minnesota State Statue 462 requirements, project details, surrounding zoning districts, no comments received, history of the parcel and the surrounding parcel history into the record. Fuhs explained the history of the parcel and how we got to this request today. Fuhs invited Cunningham, the applicant/owner and Chouanard his representative to the podium. Chouanard, KLD surveyor-proposal is to go from 4 new neighbors to 8 new neighbors; McGrath-city council has to approve the Land Use Map Amendment (LUMA); Satterlund-explained city council procedure, if severe changes then possibly back to the PC/BOA commissioners. Fuhs opened the public hearing. Allen, neighboring property owner off of County Road 36-with the discussion for the LUMA application, we want you to note our opposition to the RR5 to RR2. Fuhs closed the public hearing. Discussion with commissioners and staff-6, 7, 8 lots being affected by overlay district; Satterlund-explained the requirements of the overlay district; Fuhs-overlay district may be in effect, consider development location. Fuhs requested Satterlund to initiate the findings of fact procedure with the board members deliberating and responding to each question.

March 28, 2025 Action:

Motion by O’Leary; supported by Fuhs to recommend approval to the city council for the following Preliminary Plat:

- To subdivide parcels # 14280604, 14280605, 14280606, 14280607 into First Addition to River Trail Road involving approximately 23.9 acres into 8 tracts.

Per the findings of fact as discussed, the on-site conducted on 3-26-2025 and as shown on the certificate of survey received at the Planning & Zoning office dated 2-4-2025 for property located off of County Road 36, City of Crosslake

Findings: See attached/packet

Members voting “Aye”, 4-Fuhs, Graham, O’Leary, Cooper; “Opposed” 1-McGrath, 4 to 1 vote, Motion carried.

March 28, 2025 Planning Commission/Board Of Adjustment Meeting

Note: Fuhs-we will have a discussion on amending the Land Use ordinance that relates to several designations of property, Vice Chair McGrath will recuse himself, and Alternate Knippel will replace him on the board.

**Crosslake Planning & Zoning
City of Crosslake, Chapter 26 Land Use Revisions**

Satterlund presented the ordinance amendment to make it more cohesive with the rest of the Crosslake ordinances, which is an action after the ordinance is changed, the procedure is a recommendation by the PC/BOA, then the approval by the city council, into the record. The attachment has the color coded ordinance changes. O'Leary-is this in keeping with the city and the state rules; Satterlund-yes, it is also in keeping with the rest of the ordinances, this one is odd requiring the 30 days; Fuhs-possible this is old language, the other sections were modified, this section could have been an over site; Cooper-why is it 30 days; Satterlund-possibly it was put in when Crow Wing County redid the ordinance.

March 28, 2025 Action:

Motion by O'Leary; supported by Cooper to recommend to the city council the following ordinance amendment, Article 4, Sec, 26-108 (1) Text amendment actions:

Stike out the wording “no sooner than 30 days after the date of their approval” and replace with “upon its publication in the official newspaper”. See the attachment noted on page 18.

See attached/packet

All members voting “Aye”, Motion carried.

**Crosslake Planning & Zoning
City of Crosslake, Chapter 26 Land Use Revisions**

Satterlund presented some background-this is on some recommended ordinance changes brought to me by a couple of council members, in the February meeting there were proposed changes, which were voted on 3 to 2, so it was brought to the city council, which they did a few tweaks to be brought forward and that passed at the city council, since that day a few people consisting of a couple of council members, developers and realtors got together, had some concerns, brought those to a couple of city council members, that got brought to me, more changes for the Mixed Use district and the Commercial/Light Industrial district, the motion today would be to recommend approval or denial to the city council, this would become the first reading at the city council level; O'Leary-do I understand this correctly, we agreed on something here, we voted on it, we passed it, we gave it to city council, council did a first reading on it, they did not like everything in it, then we had some developers who are in the community get together with some of our city council members, was staff involved in this meeting as well; Satterlund-no; O'Leary-was anyone from our board invited to that meeting; Satterlund-there was one commission member there; O'Leary-there was one commission member from our board here; Satterlund-not from the current panel sitting before us; O'Leary-Oh I see what you mean, is this proper protocol; Satterlund-

legally community members can bring forward comments and concerns to the city council members, or the mayor, they can have those discussions, it was an interesting meeting though I was not part of it; O'Leary-not part of it, so here say on that, ok, some of the community members didn't like what was proposed, city council didn't like it, so now it is coming back to us, do we even have standing to read this, do we have to read this, or can we say since we weren't privy to it, we gave it our best effort and it went to city council, are we obligated to go through this again; Fuhs-this is our purview, we make many of our decisions on what is in the land use map, some ability to review it and recommend changes, the answer is yes, we are not the final say, the city council is, but by my view we should consider this; Satterlund-in proper procedure, our land use states the ordinance changes go through our planning commissioners to be recommended to the city council; Fuhs-the overarching goal here is to get the document approved so that we can use it and have it guide our decisions, not going to comment on the process because I think of having a meeting where pertinent individuals including staff and representation from our board I would suggest be present for those discussions, I don't control that, we are moving forward, route on how it got here is not up for a vote; O'Leary-just for the idiom here, the tail is wagging the dog.

Discussion on proposed amendments to the ordinance: Satterlund-the proposed changes that were brought to me, the red is what was read as the first reading, approved to move forward to the second reading, proposed changes are in blue, one proposal is entertainment space; Fuhs-this would pertain to what use; Satterlund-in red personal storage building is defined, this is specific to personal storage buildings; Graham-we proposed no septic systems, but council wants septic systems, so we are now looking at this; Satterlund-correct, number 4 on page 9 is proposed for both Commercial/Light Industrial and the Mixed-Use districts as recommended by the city council; O'Leary-do we know any city in the state of Minnesota outside of the beautiful Crosslake that allows this entertainment use that is classified as storage, seems to be a made up definition that I have never heard of before relative to storage, can you point to another city in the state of Minnesota that allows entertainment in self-storage, I rented from large corporations that specifically say no entertainment-no dwelling; Fuhs-it may not be somewhere else, but are we going to allow it here; Graham-this is what the city council wants; O'Leary-lets be sure about this, the city council has not been privy to this, only a few city council members were part of that meeting; Fuhs-agree procedurally that the city council has not acted on it yet, but that isn't to say that isn't what the city council wants; O'Leary-this is not language generated by the city council; Satterlund-we were approached after the meeting, had a sit down, went over this definition with city staff and select council member; O'Leary-back to my original point-this is not a generally excepted term, this is something that was contrived, made up in that meeting, we want this-what should we call this; Satterlund-this would be unique to Crosslake, now page 9 for both Commercial/Light Industrial and Mixed-Use outside storage language, whether it be business or personal storage they wanted some sort of ability to have some outdoor storage, but wanted a 6 foot screening; O'Leary-I have an 8'8" camper what have we accomplished; Fuhs-expectations of having a storage building would be that you are storing things inside of the storage building, why is this coming up that they want to leave things outside of a storage building; O'Leary-this falls under the term entertainment space, they don't want to impact the entertainment space with things that should be stored inside the building, so they are going to store them outside of the building; back and forth confusion on why allow personal storage buildings and not store your personal items within that allowable building; Cooper-what is the thought process behind the fence if there is a storage building there; Satterlund-there was a want to give some ability to store things outside with a privacy fence to hide it, flexibly to do what they want inside & outside of their building, but to maintain esthetic and avoid unsightly things; general confusion with all commission members not understanding that you are allowed a personal storage building and still want to storage things outside; Fuhs-you could build an accessory structure to put those things in; Satterlund-you could build an accessory structure to

that principal structure; Mayor Purfeerst of Big Pine Trail-example, one citizen approached me that has 2 lots, one storage building on one, a few implements-old truck-trailer on the other, purchased together with this in mind, this was going to be discussed on Monday, but thought we would let your commission see it and get your thoughts on it before taking it further, some developments may not allow it, this is just an idea; Satterlund-land use table, it was recommended to me to change the personal storage use in both Commercial/Light Industrial and Mixed-Use from CU to PP, CU was what was read at the first reading at the council meeting; Fuhs-3 things asking us to weigh in on; Satterlund-correct, definition of entertainment space, change of outdoor storage, land use table to be changed from CU to PP, all in both the Commercial/Light Industrial and Mixed-Use districts; O'Leary-what about the hookup of the septic and well, that would be a change too; Satterlund-that was a small enough change that they changed that at the first reading; Graham-to allow it; Fuhs-city council already declared their preference to change it from our recommendation, these 3 items are different and we will act on them today; O'Leary-this seems like they are just asking for us to approve it so they can say it was approved by the PC/BOA commission board, I would like to make a recommendation that we don't do that, if the city council wants to have blood on their hands for this, because I do not think this is what the people of Crosslake want, I say just vote it down and let them do the dirty work; Cooper-the vote was close, it was 3-2, not necessarily that we didn't want it just most didn't; O'Leary-I agree, but they are asking for more things, vote was 2 but now they are saying we don't necessary want to store things inside so let's store it outside, we are not stipulating what can be stored outside (gave examples); Cooper-don't have to allow everything, I have concerns with the fence, no detail in length, what to go behind it, instead of tin city it will be fence city; O'Leary-could be a lot of very large old construction, road or farm equipment; Fuhs-would like a thumbs up or down on each item; O'Leary-CU to PP takes all the control on important items from the commission board, it would be on staff, good staff today but not sure on the future, staff is beholden to city council, there is a chain of command, we are an independent board-staff is not; Fuhs- collectively in the past to present we have always said there should be a review (CU); O'Leary-entertainment in storage, don't believe there is a definition, don't think we could go to another community and find a definition, once again we have people that want that, so they are getting together and coming up with something, wanting us to approve this; Fuhs-short/long term rental and permanent residence is not allowed, weekend entertainment is the language that is proposed; O'Leary-we were sold this bag of goods, that the reason was they have a cabin already, don't have sufficient room there for their toys, now hearing they don't have sufficient room at their cabin/house for sleeping/entertainment, so let's take storage and also turn it into sleeping-storage-entertainment; Mayor Purfeerst-no short/long rental, no living, idea behind entertainment space is still falling in track with having a crash-pad, this is the definition that will be proposed, wanted it to come here first before we discuss it on Monday, council has always been saying this; O'Leary-why entertaining if they have a cabin and storage, why would we want to entertain at our storage; Mayor Purfeerst-Commissioner O'Leary, this is just a definition, it is not saying we are moving from cabin to the storage; O'Leary-but you are allowing this with the definition; Mayor Purfeerst-the council, 5 of us collectively has said we are ok with this idea of a crash-pad overflow mentality or the idea, this is the definition, if you can come up with a different definition that encompasses a crash-pad ideology we would entertain that, no enclosed sleeping rooms; O'Leary-people won't be sleeping in these; Mayor Purfeerst-won't get into that with you; O'Leary-I will take that as a yes; Fuhs-want to vote on each individually, additional discussion will not solve this.

Per the discussion above and any further discussion the three motions contained below have been made:

- 1. Motion by Cooper; supported by Fuhs to approve the recommendation to the city council for the definition of the Entertainment space language**

See attached/packet

Members voting: “Aye” 3-Fuhs, Cooper, Knippel; voting “Opposed” 2-O’Leary, Graham, 3 to 2 vote, Motion Carried

- 2. Motion by Fuhs; Supported by O’Leary to deny the recommendation to the city council to include the use of outside storage in the Commercial/Light Industrial and Mixed-Use districts**

Discussion: Fuhs-this is a surprise to us, inconsistent with the past, the intent is understood, not enough detail to do what is wanted to be accomplished; Graham-we feel strongly about outside storage, don’t understand if you are building a storage building, why are you storing outside

See attached/packet

All members voting “Aye”, Motion carried.

- 3. Motion by O’Leary; supported by Graham to deny the recommendation to the city council to change from CU to PP under the land use table labeled, “Storage Building, Personal”,**

Discussion: Fuhs-we feel strongly that CU protects the city, the neighbors, and allows us to do considerations

See attached/packet

All members voting “Aye”, Motion carried.

Other Business:

Staff report

Development Review Team (DRT) had one March monthly meeting

Satterlund-Council has asked that the commission go over the checklist of items needed for the Land Use Map Amendments (LUMA), presented and went over the checklist, currently the checklist is minimal, want to see more on this process or put it all on the preliminary plat process, regardless of the LUMA outcome, to proceed to a preliminary plat more will be needed, suggested to add: proposed use per district, proposed lot locations, proposed street/walkways, could change but this is the thought process now. Discussion: O’Leary-are we asking for pencil draw or surveyed; Satterlund-good question, how much money do we want them to invest, with the preliminary plat applicant should be serious about it and

require more up front, for LUMA proposed use, lot location, streets, and walkways would be good, give us a little more information and commitment from the developer, the surrounding parcel owners would get more information for commenting, but it could change; Fuhs-can someone do a sketch versus a survey with these proposed items; Stuckmayer-suggested a professional looking computer drawn site plan for this professional process; Satterlund-Development Review Team meeting (DRT) is required for both processes, no survey is required for a DRT meeting; Fuhs-we want more, statement noting a computer aided site plan no survey needed for the DRT, at some point commission will say that the application will not be considered if we don't have all the information or a complete application when it comes to us; Satterlund-DRT is for the applicants, staff explains everything that is needed, we make recommendations to help them through the process, at the hearing we help the commissioners, DRT plans can change or be altered when submitting the public hearing request application; Fuhs-make a motion to accept the revisions to the application checklist, beneficial to have this information, can change later; McGrath-add the council approval of the LUMA before the preliminary plat is brought before the commission board; Stuckmayer-it could be part of the checklist change; Fuhs-two different issues, LUMA separate from the Preliminary plat proposal; Fuhs-motion to separate the processes-LUMA & Preliminary plat on different meetings.

Motioned by O'Leary; supported by Graham to approve the revision of the checklist as discussed with a statement saying "The LUMA procedure will need the approval of the city council before proceeding or applying for any further additional stage(s) of the project"

Fuhs any further discussion: Cooper-this will add more time for the developer; Fuhs-yes, very clear today sometimes expeditious is sometimes a problem, separating is in everyone's interest, not a significant delay to developers

Members voting: "Aye" 4-O'Leary, Fuhs, Knippel, Graham; "Opposed" 1-Cooper, 4 to 1 vote, Motion Carried

Next Month:

- April 7 – Public Hearing Application deadline
- April 8 – Development Review Team (DRT)
- April 14 – City Council Meeting
- April 24 – PC/BOA Meeting

Open Forum:

1. Mayor Purfeerst-Planning Commission thank you for your time, though it may seem the city council on some topics have a different direction or a different objective, we do appreciate you guys looking at it objectively, your time here and you are more than welcome to come to Monday's meeting and express your concerns, thank you; Commissioners-thank you
2. Allen of County Rd 36-thank you; Commissioners-thank you
3. O'Leary-ask for an increase in pay, council has voted themselves an increase in pay and would like to see the same pay for this board as well
4. O'Leary-approved permits to applicants receive a yellow permit card, I recommend that a plastic sheet is given to them and notify them that it is required that they post it near to the site or

driveway as possible; Satterlund-ordinance does not require it, is the lake side or the road side the best location-can be the question, it is said at the counter that we would like to see this visible, whether in a window, but close to the project, if project is on lake side, than post it on the lake side; Fuhs-language has been suggested maybe look in the future to pursue it; O'Leary-chair are you suggesting staff comes up with language to be added to the ordinance; Fuhs-yes to be brought to a future meeting for our consideration

5. Staff-April 3rd training at the Crosslake Firehall & reminder the Monday meeting is at 3:00 PM; Mayor Purfeerst-Chair is welcome to attend and comment

Matters not on the Agenda:

1. There are none.

Motion by Graham; supported by Fuhs to adjourn at 12:15 A.M.

All members voting "Aye", Motion carried.

Respectfully submitted,

Cheryl Stuckmayer

Cheryl Stuckmayer
Planner-Zoning Coordinator

TRAFFIC CONGESTION/NOISE PETITION

Changing the zoning district from RR-5 to RR-2 and the new replating of River Trail Road plat (Mike Cunningham's property) will continue to add further congestion and noise to County Road #36. The county has already said that the developers need to put a turn lane and bypass lane in on 36 because of the amount of traffic on that road. . .

We are in opposition to this change. We are already seeing a major increase in traffic congestion/noise since this road was used for the detour last summer. It hasn't really slowed down during this winter. With more houses in a concentrated area and future road construction projects, it is only going to make County Road #36 a major accident waiting to happen!

Thank you for your time on this matter!

County Road #36 homeowners:

Larry Allen
Kathy Allen
Nancy Helen Luecke
Kenneth L. Belton
Angela Ostroot
Brenda Marks
D. Marks
Betty Dunbar
Erick Marks
D. Marks

Doug Johnson
Diane M. Johnson

Proposed 3/28/25

- (1) **Shoreland District (SD).** 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. Lot dimensions and density limitations are controlled by lake or river classifications. Compatible commercial or water-oriented commercial uses may be allowed as permitted or as conditional uses.
- (2) **Rural Residential-5 (RR-5).** The purpose of this district is to establish and maintain a low density residential district with 5 acre minimum lot sizes outside the shoreland zone, preserving the character of the city and providing a rural single family setting with limited agriculture/forestry uses. The primary use within this district is single family residential and agriculture/forestry. Compatible commercial uses may be allowed as permitted or as conditional uses.
- (3) **Waterfront Commercial (WC).** The purpose of this district is to accommodate commercial uses in the shoreland district where access to and use of a surface water feature is an integral part of the business. The primary uses in this district are marinas, resorts and restaurants with transient docking facilities.
- (4) **Limited Commercial District (LC).** The purpose of this district is to establish and provide a commercial environment with a limited mixture of commercial and office related development and services. A commercial district may be located within or outside the shoreland zone.
- (5) **Downtown Commercial District (DC).** The purpose of this district is to establish and provide a commercial environment with a mixture of commercial and office related development and services and maintain a pedestrian-oriented commercial district consisting of retail, offices and professional services. A downtown commercial district may be located within or outside the shoreland zone.
- (6) **Commercial/Light Industrial District (C/LI).** The purpose of this district is to establish and maintain a district for light industrial purposes with commercial activities which can provide the employment opportunities for the residents of the community, allow for the production and manufacture of goods and products, provide for the retail display and sale of the goods and products manufactured on the site with other related products or services, and provide professional contractor services and related office uses.
- (7) **Sensitive Shoreland (SS).** The purpose of this district is to accommodate limited residential uses, agricultural uses, and forest management activities within the shoreland protection zone while conserving sensitive land areas on which more intensive development would adversely affect water quality, wetlands, lakes, shorelines, slopes, wildlife habitat, biological ecosystems, or scenic and natural values. Density is decreased and performance standards established in order to minimize disturbance of soils and vegetation in the shoreland district, to prevent damage from erosion, floods, siltation and water turbidity, to prevent the loss of vegetation, fish, wildlife and natural habitat, to protect the quality of ground and surface waters, and to conserve natural and scenic areas in the shoreland protection zone. This district can only be designated in shoreland areas determined to be sensitive by the City Council.
- (8) **Corridor Overlay District (CO).** The purpose of this district is to protect and enhance the aesthetics of the City of Crosslake's main entrances and corridors by encouraging sustainable development that respects the environment and upholds the community's northwoods character. Certain land uses are prohibited in this district along with greater regulations on architectural standards to ensure protecting the beauty of Crosslake long term.
- (9) **Mixed-Use District (MU)** The purpose of this district is to provide the ability to be diverse in the multi-use at the present time as well as allowing the use to be interchangeable in the future. This district also is to accommodate personal storage buildings with performance standards established in Articles 28 and 29, along with Sec. 26-282. To create this district a Land Use Map amendment (LUMA) will be required.

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Sec. 26-281 Land Use Tables

The following table establishes the permitted, conditional, and allowed uses within the land use districts of the City. Any uses not listed in these tables are prohibited.

For the purposes of this table:

"P"	means a use requiring a permit
"PP"	means a use requiring a permit with performance standards
"CU"	means a use requiring a conditional use permit
"I"	means an interim use
"A"	means a use that is allowed without a permit but may have performance standards
"SD"	means a shoreland district
"RR-5"	means a rural residential district—5 acre minimum lot size
"WC"	means a waterfront commercial district
"LC"	means a limited commercial district
"DC"	means a downtown commercial district
"C/LI"	means a commercial/light industrial district
"SS"	means a sensitive shoreland district
"CO"	means a corridor overlay district – 400ft from edge of ROW on each side of Cty Rd 16, 3, 66, 36, and 37
"MU"	means a mixed-use district

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LAND USE TABLES	S D	RR 5	S S	L C	D C	W C	C/ L	M U
(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 ≤ 1200 sq ft (see Article 36)	P	P	P	CU	CU	CU	CU	CU
Accessory Structure >1200 sq ft (See Article 36)	2+ac = CU	2+ac = CU	2+ac = CU	CU	CU	CU	CU	CU
Auxiliary quarters/cottage - 24' or wider	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	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		CU
Home business	CU	CU						
Home occupation	A	A	A					
Home: assisted living, nursing, supportive care	CU	CU		CU	CU			CU
Meteorological test station for wind energy conversion systems (WECS)	I	I		I		I	I	I
Mobile home park or development		CU						
Multi-family dwelling	CU	CU		CU	CU	CU		CU
Portable or temporary storage structure	P	P	P	P	P	P	P	P
Single-family dwelling—24' or wider	P	P	P					
Two-family dwelling—duplex	CU	P	CU					
Water-oriented accessory structures	P					P		
(3) Recreational Uses								
Campground, private, or commercial				CU		CU		CU
Shooting range, fire arms, archery - private				CU			CU	CU
(4) Civic, Educational and Institutional Uses								
Athletic field/stadium; arena				CU				CU
Cemetery	A	A		A				
Church/Synagogue	P	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

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LAND USE TABLES	S D	RR 5	S S	L C	D C	W C	C/ L	M U
(5) Commercial and Industrial Uses								
Adult uses							CU	
Amusement Park				CU				CU
Athletic club				PP	PP	PP		PP
Auto body shop				PP			PP	PP
Auto repair shop, lubrication service station				PP	PP		PP	PP
Bank or financial institution				P	P		PP	P
Beauty shop, barber shop				PP	PP	PP	PP	PP
Bed and Breakfast Residence		CU		PP	PP	PP		PP
Bowling Lanes				PP	PP	PP	PP	PP
Breeding and boarding of animals				CU	CU		CU	CU
Bulk liquid storage				CU			PP	CU
Business or professional office space				PP	PP	PP	PP	PP
Car wash				PP	PP		PP	PP
Cement/concrete/redi-mix plant, permanent							P	
Commercial greenhouse/nursery				PP			PP	PP
Commercial storage building/storage unit rental				CU	CU	CU	CU	CU
Commercial Storage Rental Building(s) containing independent bays > 800 sf				CU	CU	CU	CU	CU
Concrete/asphalt plant, portable				I			PP	
Construction and contractor services-carpentry, electrical, plumbing, heating, ventilation, mechanical, flooring, insulation, siding, etc				P	P		P	P
Day care facility	PP	PP		PP	PP	PP		PP
Demolition Landfill							CU	
Dry cleaners				CU	CU		CU	CU
Event Center (> 10 acres in RR5)		CU		CU	CU	CU	CU	CU
Extractive use, mining, gravel pit, aggregate							CU	
Funeral home with crematorium				CU				CU
Funeral Home without crematorium				PP				PP
Gas station/convenience store with or without fuel sales				PP	PP	PP		PP
Golf Course				CU		CU		CU
Industrial park development							CU	
Liquor: On and/or off sale				CU	CU	CU	CU	CU
Lumber yard				PP	PP		PP	PP
Manufacturing: light in general, assembly plant, machine shop, welding shop, packaging plant				CU			PP	CU
Marina						CU		
Medical or dental clinic				PP	PP		PP	PP
Miniature golf				PP	PP	PP	PP	PP
Motel/hotel				CU	CU	CU	CU	CU
Outdoor seasonal sales				PP	PP	PP	PP	PP
Over-the-counter print shop				PP	PP		PP	PP
Private clubs and lodges				PP	PP		PP	PP
Race track: horse, auto, motorcycle, go cart							CU	
Recycling collection site				I			PP	I
Rental equipment sales and service				PP	PP	PP	PP	PP
Storage Building, Personal							CU	CU

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

Note: See provisions for "CO" in Sec. 26-381 then refer to underlying districts

Note: See provisions for "MU" in Sec. 26-382 then refer to underlying districts

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

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ARTICLE 13 Mixed Use and COMMERCIAL DISTRICT STANDARDS

Sec. 26-375 Purpose and Intent

The purpose and intent of this article is to support the development of commercial and light industrial districts that will accommodate a wide range of commercial goods and services and maintain the up-north character of the area without degrading the natural resources and to:

- (1) Maximize Crosslake's potential as a healthy community providing for business, residential and recreational opportunities.
- (2) Support a strong, ongoing working relationship between Crosslake, Crow Wing County, and the adjacent Townships in all matters related to planning and the provision of public services.
- (3) Plan for the orderly, efficient and fiscally responsible growth of commercial and industrial development in Crosslake.
- (4) Plan land uses and implement standards to minimize land use conflicts.
- (5) Support development that enhances community character and identity.
- (6) Support the development of a strong, diversified, and growing economic base and create a favorable climate for economic development and ongoing business activities.
- (7) Support the economic viability of the Commercial Districts.
- (8) To encourage lighting that provides safety, utility, and security without glare onto public roads, private residences, and atmospheric light pollution.
- (9) To manage storm water runoff and its associated effects and to provide for the protection of natural and artificial water storage and retention areas, and public waters.
- (10) To treat wastewater to protect public health and safety, and to protect ground and surface water; and;
- (11) To establish reasonable regulation for design, construction, installation, and maintenance of all exterior signs.

Sec. 26-376 Plan Submission Requirements

All commercial site development, structure construction, or parking area modifications shall require the property owner or developer to submit a plan meeting the standards of this Chapter:

- (1) Site plan meeting the standards in Article 13 of this Chapter with setbacks and wetlands identified;
- (2) Landscape, screening, and lighting plan meeting the standards in Article 28 of this Chapter;
- (3) Architectural plan meeting the standards in Article 29 of this Chapter;
- (4) Off street loading and parking plan meeting the standards in Article 26 of this Chapter;
- (5) Storm water management plan according to requirements in Article 20;
- (6) Waste disposal plan meeting Minnesota Rule, Chapter 7035 standards,
- (7) Wastewater treatment plan meeting the standards in Article 31 of this Chapter.

Sec. 26-377 Waterfront Commercial District

- (1) The purpose of this district is to accommodate commercial uses in the shoreland district including marinas, resorts, restaurants, bars, rental units, campgrounds, and related uses on General Development (GD) and Recreational Development (RD) lakes only where access to and use of a surface water feature is an integral part of the businesses.

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- (2) **Waterfront Commercial Density and Dimensional Standards.** All commercial lots, structures, and uses in the Waterfront Commercial District created or constructed after March 1, 2015 of this Chapter shall meet the following density and dimensional requirements:

Lake Class	Minimum Lot Area	Minimum Lot Width	Structure Lot Line Setbacks-Residential	Structure Lot Line Setbacks-Commercial	Public Right of Way Frontage	Setback Between Bldgs.	City Street Right of Way setback	County Road Right-of-Way Setback	Maximum Impervious Coverage	Structure Height
GD	5 acres	400'	30'	10'	50'	15'*	15'	35'	35%	35'
RD	5 acres	400'	30'	10'	50'	15'*	15'	35'	25%	35'
NE (existing only)	10 acres	800'	30'	10'	50'	15'*	15'	35'	20%	35'

* Unless using common wall construction

Sec. 26-378 Limited Commercial District

- (1) The purpose of this district is to establish and provide a commercial environment with a limited mixture of commercial and office related development and services. A limited commercial district may be located within or outside the shoreland zone.
- (2) **Limited Commercial Density and Dimensional Standards.** All lots, structures, and uses in the Limited Commercial District created or constructed after March 1, 2015 shall meet the following density and dimensional requirements:

Minimum Lot Area sq. ft.	Minimum Lot Width	Structure Lot Line Setbacks-Residential	Structure Lot Line Setbacks-Commercial	Public Right of Way Frontage	Setback Between Bldgs.	City Street Right of Way setback	County Road Right-of-Way Setback	Maximum Impervious Coverage	Structure Height
20,000	100'	20'	5'	50'	0	15'	35'	50%	35'

Sec. 26-379 Downtown Commercial District Standards

- (1) The purpose of this district is to maintain a pedestrian-oriented commercial district consisting of retail, offices and professional services. A downtown commercial district may be located within or outside the shoreland zone.
- (2) **Downtown Commercial Density and Dimensional Standards.** All lots, structures, and uses in the Downtown Commercial District created or constructed after March 1, 2015 shall meet the following density and dimensional requirements:

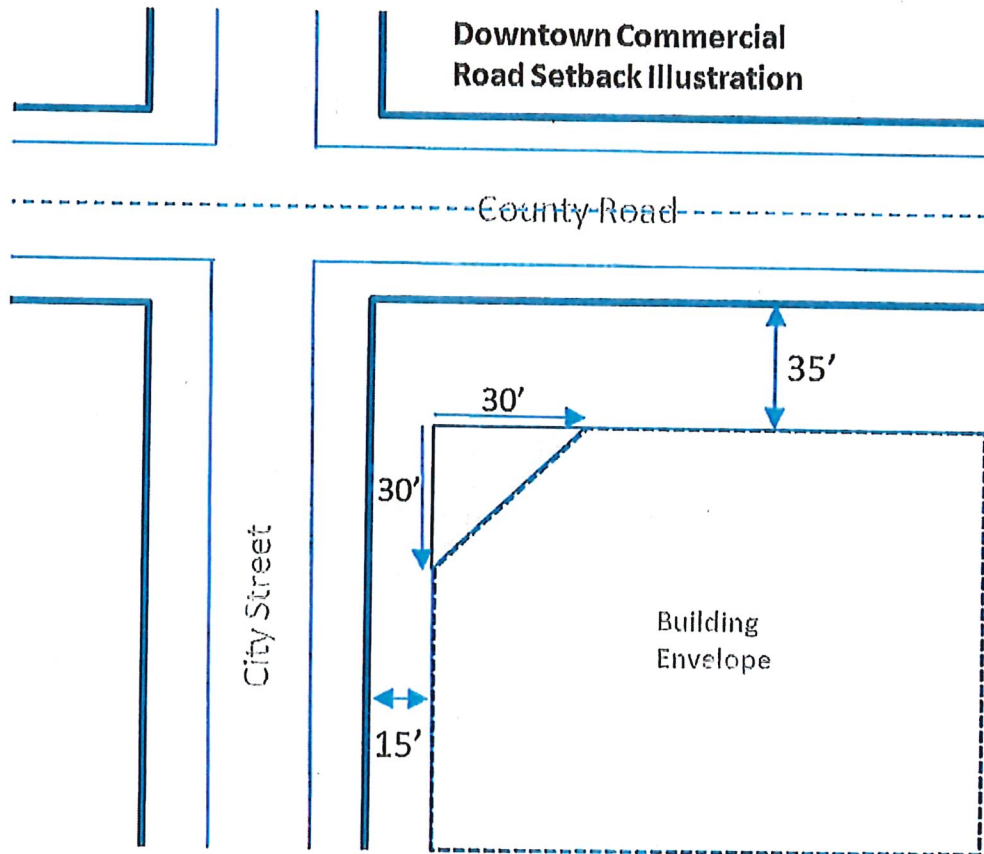
Minimum Lot Area Sq Ft	Minimum Lot Width	Structure Lot Line Setbacks-Residential	Structure Lot Line Setbacks-Commercial	Public Right of Way Frontage	Setback Between Bldgs.	City Street Right-of-Way Setback	County Road Right-of-Way Setback	Maximum Impervious Coverage	Structure Height
15,000	50'	20'	0'	33'	0'	15'	35'	80%	35'

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(3) Downtown Commercial Performance Standards.

- a) Setbacks. Buildings on corner lots will be required to maintain a minimum 30-foot sight triangle from the intersecting right-of-way lines (streets, alleys, etc.) within which no structures or improvements over 30 inches in height would be allowed to maximize traffic visibility and sight lines as exemplified in the following illustration.

Table 26-379A Downtown Commercial Road Setback Illustration



- b) Overhangs and any other building protrusions/extensions shall not be considered when measuring setbacks if they do not extend more than 3 feet beyond the exterior wall facade. If an overhang and any other building protrusions/extension extends more than 3 feet beyond the exterior wall facade, then the setback is measured from the drip line of the overhang.

Sec. 26-380 Commercial/Light Industrial District Standards

- (1) The purpose of this district is to establish and maintain a district for light industrial purposes with commercial activities which can provide the employment opportunities for the residents of the community, allow for the production and manufacture of goods and products, provide for the retail or wholesale display and sale of the goods and products manufactured on the site with other related products or services, and provide professional contractor services and related office uses.

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- (2) **Commercial/Light Industrial Density and Dimensional Standards.** All lots, structures, and uses in the Commercial/Light Industrial District created or constructed after October 16, 2018 shall meet the following density and dimensional requirements:
- ~~(3) Outside storage is prohibited.~~ Personal items to be stored outside will not be allowed without a 6 foot privacy fence.
- (4) The hookup of a septic system (SSTS) and well is permissible for an established business use along with a personal storage building.

Minimum Lot Area Sq Ft	Minimum Lot Width	Structure Lot Line Setbacks- Residential	Structure Lot Line Setbacks- Commercial	Public Right of Way Frontage	Setback Between Bldgs.	City Street Right – of-Way Setback	County Road Right – of-Way Setback	Maximum Impervious Coverage	Structure Height
20,000	100'	30'	10'	100'	10'	35'	35'	50%	35'

Secs. 26-381 Corridor Overlay District Standards

- (1) **Corridor Overlay District (CO).** The purpose of the district is to protect and enhance the aesthetics of the City of Crosslake's main entrances and corridors by encouraging sustainable development that respects the environment and upholds the community's northwoods character. Certain land uses are prohibited in this district along with greater regulations on architectural standards to ensure protecting the beauty of Crosslake long term.
- (2) The standards of the Overlay District are within the boundaries of 400 ft from each side of the road right-of-way of Cty Rd 16, 3, 66, 36, and 37
- (3) The corridor overlay district prohibits the use of commercial storage, mini/self-storage, and personal storage.
- (4) Refer to the Density and Dimensional Standards per district and Article 29 for greater architectural standards regulated within this district.

Secs. 26-382 Mixed Use District Standards

- (1) The purpose of this district is to provide the ability to be diverse in the multi-use at the present time as well as allowing the use to be interchangeable in the future. This district also is to accommodate personal storage buildings with performance standards established in Articles 28 and 29, along with Sec. 26-282. To create this district a Land Use Map amendment (LUMA) will be required.
- (2) Minimum development size to be 10 acres, platted out to meet the below requirements.
- (3) To create this district a Land Use Map Amendment (LUMA) will be required upon completing a Development Review Team (DRT) meeting.
- ~~(4) Outside storage is prohibited.~~ Personal items to be stored outside will not be allowed without a 6 foot privacy fence.
- (5) The hookup of a septic system (SSTS) and well is permissible for an established business use along with a personal storage building.
- (6) Refer to Article 28 and 29 for greater regulated standards within this district.

Minimum Lot Area Sq Ft	Minimum Lot Width	Structure Lot Line Setbacks- Residential	Structure Lot Line Setbacks- Commercial	Public Right of Way Frontage	Setback Between Bldgs.	City Street Right – of-Way Setback	County Road Right – of-Way Setback	Maximum Impervious Coverage	Structure Height
20,000	100'	30'	10'	100'	10'	35'	35'	50%	35'

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Secs. 26-38—26-412 Reserved

ARTICLE 28 LANDSCAPING, SCREENING AND LIGHTING STANDARDS

Sec. 26-735 Purpose

The purpose of this division is to recognize the important and diverse benefits which landscaping, screening, and lighting provide in protecting the health, safety and general welfare of the community. Benefits include the reduction of noise, dust, excessive glare, stormwater runoff, the impact of adjacent incompatible land uses, and the increase in aesthetic value of the city.

Sec. 26-736 Application

- (1) All land use permits for **the mixed use district and commercial districts** submitted after March 1, 2015 shall be accompanied by complete landscape, screening, and lighting plans. These plans shall be submitted as a part of the site plan.
- (2) The retention of natural topography and vegetation will be required where possible.
- (3) All plan components shall be completed within two years from the date of issuance of the land use permit unless otherwise specified.

Sec. 26-737 Commercial **Districts Landscaping**

- (1) **Plan requirements.**
 - a) **Site analysis.** Boundary lines of the property with dimensions based upon a certificate of survey; name and alignment of proposed and existing streets; location of existing and proposed buildings; location of parking areas, vegetated and forested areas to be preserved, water bodies, proposed sidewalks; and percent of site covered by impervious surfaces.
 - b) **Planned elements.** Existing and proposed topographic contours at two foot intervals; typical sections and details of landscaping plans such as type of vegetation, sodded and seeded areas, berms and other landscape improvements with identification of materials used.
 - c) **Planting Schedule:** A table containing the common names and botanical names, average size of plant materials, root specifications, quantities, special planting instructions, and proposed planting dates of all plant materials.
- (2) **Minimum planting requirements.**
 - a) **Existing trees.** Existing trees may be used to meet these standards, if protected and maintained during the construction phase of the development. If existing trees are used, each tree 6 inches or less in diameter counts as one tree. Each tree more than 6 inches and up to 9 inches in diameter counts as two trees. Each additional 3-inch diameter increment above 9 inches counts as an additional tree.
 - b) **Selection of materials.** Landscape materials should be selected and sited to produce a hardy and drought and salt-resistant landscape area. Selection should include consideration of soil type and depth, the amount of maintenance required,

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spacing, exposure to sun and wind, the slope and contours of the site, and compatibility with existing native vegetation preserved on the site.

- c) **Variety of species.** If there are more than 8 required trees, no more than 40 percent of them can be of one species. If there are more than 24 required trees, no more than 25 percent of them can be of one species. This standard applies only to trees being planted to meet these standards, not to existing trees. If there are more than 25 required shrubs, no more than 75 percent of them can be of one species.
- d) **Minimum plant numbers:**
- i. One overstory deciduous or coniferous tree for every 2,000 square feet of total building floor area or one for every 100 feet of site perimeter, whichever is greater.
 - ii. One ornamental tree for every 2,000 square feet of building or one for every 200 feet of site perimeter, whichever is greater.
 - iii. One understory shrub for every 300 square feet of building or one shrub for every 30 feet of site perimeter, whichever is greater.
- e) **Adjacent to residential areas.** Plantings or screening shall be provided to create physical and visual separation between commercial and residential areas (See section 26-738 (1)).
- f) **Minimum sizes.** The following minimum standards shall be required:

Overstory deciduous tree	1½ inch diameter
Ornamental tree	1 inch diameter
Coniferous tree	6 feet tall
Shrubs	3 gallon root ball size

- g) **Sodding and ground cover.** All disturbed area not covered by natural vegetation or impervious surfaces shall be seeded with turf grass, native grasses, perennial flowering plants, vines shrubs, trees or approved ground cover. Storm water retention ponds and rain gardens shall qualify as approved ground cover.
- h) **Minimum guaranteed survival.** All trees, shrubs, and groundcover shall be maintain and replaced as follows:
- i. For general landscaping, parking lots, and perimeter areas, maintenance and replacement for a minimum of 5 years.
 - ii. For screening adjacent to residential areas, maintenance and replacement in perpetuity.
- (3) **Parking lot landscaping** - In order to soften and improve the appearance of parking lots when viewed from an abutting street or sidewalk, all parking and loading areas including drive-through facilities fronting public streets or sidewalks shall provide:
- a) A landscaped area at least 5 feet wide along the public street or sidewalk. If a parking area contains over 100 spaces, the minimum required area shall be increased to 8 feet in width.
 - b) One overstory deciduous or coniferous tree shall be provided for each 25 linear feet of parking lot frontage on a public street or accessway.
- (4) **Interior parking lot landscaping**
- a) The corners of parking lots and all other areas not used for parking or vehicular circulation shall be landscaped with turf grass, native grasses or other perennial flowering plants, vines, shrubs and trees. Such spaces may include architectural features such as benches, kiosks or bicycle parking.
 - b) In parking lots containing more than 100 spaces, an additional landscaped area of at least 300 square feet shall be provided for each 12 spaces or fraction thereof,

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containing one deciduous shade tree. The remainder shall be covered with turf grass, native grasses, perennial flowering plants, vines or shrubs.

- (5) **Existing development.** It is recognized that commercial properties which have already been developed with permanent improvements as of March 1, 2015 may have less flexibility in meeting landscaping requirements. The requirements in Section 26-737 (1) through (4) above may be modified on a case by case basis, by written agreement, to fit existing conditions while fulfilling these requirements to the greatest extent possible. This agreement shall become part of the land use permit.

Sec. 26-738 Screening

- (1) **Screening from residential areas** shall be in addition to normal landscaping and planting and consist of a physical and visual barrier completely separating the activity **in the mixed use and commercial districts** property from any adjacent residential areas. Screening shall be equally effective in the winter and summer and shall be accomplished by the use of one or more of the following:
- a) The placement of the building on the lot or the placement of a building on an adjacent lot.
 - b) The use of berms and landscaping.
 - c) Planting of vegetative screens.
 - d) Construction of **architectural** walls or fences.
- (2) **Screening design standards**
- a) Vegetative screens shall consist of healthy, hardy plant materials. Evergreen shrubs with a mature height of 6 feet shall form a solid screen. One overstory deciduous or coniferous tree per 30 linear feet of boundary shall also be planted.
 - b) A 6-foot-high wall or fence may be substituted for the shrubs in (a) above, but the trees are still required.
 - c) Screening and fences shall be maintained and repaired.
 - d) Slopes and berms. Final slope grade steeper than the ratio of 3:1 and/or a height over six feet will require stabilization measures such as terracing or retaining walls.
- (3) **Placement and screening of mechanical equipment, service, loading, and storage areas**
- a) Any outdoor storage, service or loading area that faces adjacent residential uses or a public street or walkway shall be screened by a decorative fence, wall, or screen of plant material at least 6 feet in height.
 - b) Loading docks, truck parking, HVAC and other mechanical equipment, trash collection, and other service functions shall be incorporated into the design of the building so that the visual impacts of these functions are not visible from adjacent properties and public streets.
 - c) Outdoor sales area shall be fenced and screened from view of neighboring residential uses.
- (4) **Screening between adjacent **mixed use and commercial district** uses.**

Sec. 26-739. Lighting

All commercial permit applications submitted after March 1, 2015 shall include an exterior lighting plan consistent with the following standards for all exterior building areas, parking areas and pedestrian paths connecting parking areas and buildings. Applications for new **mixed use and** residential dwelling construction submitted after March 1, 2015 shall require submittal of

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specifications for all proposed exterior lighting. All existing uses for which exterior lighting is installed or changed shall also conform to these standards.

(1) Lighting standards:

- a) **Shielded fixtures.** No portion of the lamp or lens may extend beyond the housing or shield. All light fixtures shall be directed downward so the source of illumination is not visible.
- b) **Height restrictions.** **Mixed Use and Commercial district** lighting fixtures mounted on poles or structures shall have a maximum height of twenty-five feet (25'). Exceptions to this height requirement may be granted by the Zoning Administrator when lighting is located in an area otherwise screened or blocked from view from the residential property, such as lighting on the side of a **Mixed Use and commercial district** building opposite the residential property
- c) All commercial outdoor light poles shall be metal, fiberglass, or finished wood.

(2) Maximum lighting levels

- a) **Mixed Use and Commercial Districts.** Any light or combination of lights used for exterior illumination on a ~~commercial or industrial~~ property that cast light on a public street or adjacent residential property shall not exceed one (1) foot-candle (meter reading) as measured from the centerline of said street or at the property line.
- b) **Residential.** Any light or combination of lights used for exterior illumination on a residential property that cast light on a public street or adjacent residential property shall not exceed one-half (0.5) foot-candles (meter reading) as measured from the centerline of said street or at the property line.

(3) Lighting standards for commercial property on riparian lots in the shoreland district (Mixed Use Districts are prohibited in the shoreland and overlay districts**).**

All commercial zoned property shall comply with the following lighting standards for riparian lots and areas adjacent to a public water:

- a) The light fixtures shall be directed downward so the source of illumination is not visible and does not extend past property lines or across public waters in excess of the maximum light intensities in Section 26-739 (2).
- b) In shore impact zones 1 and 2, all lighting independently supported shall be on poles or supports that are a maximum of 24 inches above grade.
- c) All lighting shall be located only within the access path if installed within shore impact zone 1
- d) All lighting on docks, lifts, or platforms shall be directed downward so the source of illumination is not visible.
- e) The height maximum for exterior lighting located in the rear lot zone shall not exceed 25 feet.

(4) Lighting standards for residential property on riparian lots in the shoreland district.

- a) Light fixtures shall be directed downward so the source of illumination is not visible and the light does not extend past property lines or across public waters in excess of the maximum light levels in Section 26-739 (2), b.
- b) Lighting in shore impact zones 1 and 2 that is independently supported shall be on poles or supports that are a maximum of 24 inches above grade
- c) The height maximum for exterior lighting located in the rear lot zone shall not exceed 25 feet.

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Secs. 26-740—26-745 Reserved

ARTICLE 29 ~~COMMERCIAL AND RESIDENTIAL~~ ARCHITECTURAL STANDARDS

Sec. 26-746 Purpose and Intent

(1) Purpose:

- a) Building design, exterior building materials, and colors shall blend into and enhance the City's existing northwoods environment and avoid adverse visual impact.
- b) Promote high standards of building and site design in ~~commercial and residential~~ all land use districts with the purpose of preserving an atmosphere consistent with the rural/Northwoods character of the City.
- c) Provide a more pleasant pedestrian environment and driving experience.
- d) Protect and enhance the appeal and attraction of the City to residents, visitors, and tourists, and to serve as a support and stimulus to business and residences.

(2) Intent: The City intends that all projects shall strive toward the highest level of quality in both design and construction. The criteria by which all commercial development and redevelopment in the City shall be judged are:

- a) Consistency with all provisions of the comprehensive plan and City ordinances.
- b) Complementary physical and visual relationships among existing, new and proposed buildings, park areas and landscape treatments with the intent of creating a cohesive appearance for the entire City.
- c) Use of appropriate façade proportions, materials, and colors that are compatible with adjacent uses and create a pleasant pedestrian environment and driving experience.

Sec. 26-747 Application

- (1) **Existing buildings.** Facades on buildings in commercial land use districts-existing on March 1, 2015 shall be allowed to continue with the present materials subject to the following criteria: All subsequent additions and exterior alterations to buildings must be constructed with the materials required in this chapter.
- (2) **New buildings.** New buildings ~~in commercial land use districts~~ built subsequent to March 1, 2015 must comply with the design standards set forth in this Article.

Sec. 26-748 – 749 Reserved

Sec. 26-750 Allowable Exterior Materials ~~for Commercial Structures in Commercial Land Use Districts~~

- (1) Percentages of allowable exterior façade materials shall be calculated excluding windows, doors, and gables except for architectural glass.
- (2) **Waterfront Commercial District.**
 - a. Glass on any front facade shall be a minimum of five percent (5%) with non-front facades consisting of a minimum of two and half percent (2.5%)
 - b. Face brick
 - c. Natural stone
 - d. Architectural glass

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- e. Wood finished for exterior use
 - f. Stucco
 - g. Exterior insulation finishing system (synthetic stucco)
 - h. Architectural concrete masonry units shall be limited to a maximum of twenty-five percent (25%) on any front facade. Architectural concrete masonry units may be used up to one hundred percent (100%) on non-front facades.
 - i. Architectural metal panels shall be limited to a maximum of twenty-five percent (25%) on any front facade, and non-front facades shall be no more than seventy-five percent (75%) of one approved material type, unless there is a differential in color or material
 - j. Building design, exterior building materials, and colors shall blend into and enhance the City's existing northwoods environment and avoid adverse visual impact.
 - k. Overhang to be a minimum of 24 inches on all sides.
 - l. Height to the peak shall be a maximum 35 feet with a roof pitch of 4/12 minimum
 - m. Other materials may be approved under number 9 of this section.
- (3) Limited Commercial District**
- a. Glass on any front facade shall be a minimum of five percent (5%) with non-front facades consisting of a minimum of two and half percent (2.5%)
 - b. Face brick
 - c. Natural stone
 - d. Architectural glass
 - e. Wood finished for exterior use
 - f. Stucco
 - g. Exterior insulation finishing system (synthetic stucco)
 - h. Architectural concrete masonry units shall be limited to a maximum of twenty-five percent (25%) on any front facade. Architectural concrete masonry units may be used up to one hundred percent (100%) on non-front facades.
 - i. Architectural metal panels shall be limited to a maximum of twenty-five percent (25%) on any front facade, and non-front facades shall be no more than seventy-five percent (75%) of one approved material type, unless there is a differential in color or material
 - j. Plastic sheeting on commercial greenhouses only
 - k. Building design, exterior building materials, and colors shall blend into and enhance the City's existing northwoods environment and avoid adverse visual impact.
 - l. Overhang to be a minimum of 24 inches on all sides.
 - m. Height to the peak shall be a maximum 35 feet with a roof pitch of 4/12 minimum
 - n. Other materials may be approved under number 9 of this section.
- (4) Limited Commercial Corridor Overlay District**
- a. Glass on any front facade shall be a minimum of five percent (5%) with non-front facades consisting of a minimum of two and half percent (2.5%)
 - b. Face brick
 - c. Natural stone
 - d. Architectural glass
 - e. Wood finished for exterior use
 - f. Stucco
 - g. Exterior insulation finishing system (synthetic stucco)
 - h. Architectural concrete masonry units shall be limited to a maximum of twenty-five percent (25%) on any front facade. Architectural concrete masonry units may be used up to one hundred percent (100%) on non-front facades.

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- i. Architectural metal panels shall be limited to a maximum of twenty-five percent (25%) on any front façade, and non-front facades shall be no more than seventy-five percent (75%) of one approved material type, unless there is a differential in color or material
- j. Plastic sheeting on commercial greenhouses only
- k. Building design, exterior building materials, and colors shall blend into and enhance the City's existing northwoods environment and avoid adverse visual impact.
- l. Overhang to be a minimum of 24 inches on all sides.
- m. Height to the peak shall be a maximum 35 feet with a roof pitch of 4/12 minimum
- n. Other materials may be approved under number 9 of this section.

(5) Downtown Commercial District

- a. Glass on any front facade shall be a minimum of five percent (5%) with non-front facades consisting of a minimum of two and half percent (2.5%)
- b. Face brick.
- c. Natural stone.
- d. Architectural glass.
- e. Wood finished for exterior use
- f. Stucco.
- g. Exterior insulation finishing system (synthetic stucco)
- h. Architectural concrete masonry units shall be limited to a maximum of twenty five percent (25%) on any front facade. Architectural concrete masonry units may be used up to one hundred percent (100%) on non-front facades
- i. Architectural metal panels shall be limited to a maximum of twenty-five percent (25%) on any front façade, and non-front facades shall be no more than seventy-five percent (75%) of one approved material type, unless there is a differential in color or material
- j. Plastic sheeting on commercial greenhouses only
- k. Building design, exterior building materials, and colors shall blend into and enhance the City's existing northwoods environment and avoid adverse visual impact.
- l. Overhang to be a minimum of 24 inches on all sides.
- m. Height to the peak shall be a maximum 35 feet with a roof pitch of 4/12 minimum
- n. Other materials may be approved under number 9 of this section.

(6) Commercial/Light Industrial District

- a. Face brick.
- b. Natural stone.
- c. Architectural glass.
- d. Wood finished for exterior use
- e. Stucco.
- f. Exterior insulation finishing system (synthetic stucco)
- g. Architectural concrete masonry units shall be limited to a maximum of twenty-five percent (25%) on any front facade. Architectural concrete masonry units may be used up to one hundred percent (100%) on non-front facades.
- h. Architectural precast concrete panels.
- i. Architectural metal panels shall be limited to a maximum of twenty-five percent (25%) on any front façade.
- j. Plastic sheeting on commercial greenhouses only
- k. Other materials may be approved under number 9 of this section.

(7) Commercial/Light Industrial Corridor Overlay District

- a. Glass on any front facade shall be a minimum of five percent (5%) with non-front facades consisting of a minimum of two and half percent (2.5%)
- b. Face brick.

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- c. Natural stone.
 - d. Architectural glass.
 - e. Wood finished for exterior use
 - f. Stucco.
 - g. Exterior insulation finishing system (synthetic stucco)
 - h. Architectural concrete masonry units shall be limited to a maximum of twenty-five percent (25%) on any front facade. Architectural concrete masonry units may be used up to one hundred percent (100%) on non-front facades.
 - i. Architectural metal panels shall be limited to a maximum of twenty-five percent (25%) on any front facade, and non-front facades shall be no more than seventy-five percent (75%) of one approved material type, unless there is a differential in color or material.
 - j. Plastic sheeting on commercial greenhouses only
 - k. Building design, exterior building materials, and colors shall blend into and enhance the City's existing northwoods environment and avoid adverse visual impact.
 - l. Overhang to be a minimum of 24 inches on all sides.
 - m. Height to the peak shall be a maximum 35 feet with a roof pitch of 4/12 minimum
 - n. Other materials may be approved under number 9 of this section.
- (8) **Mixed Use District**
- a. Glass on any front facade shall be a minimum of five percent (5%) with non-front facades consisting of a minimum of two and half percent (2.5%)
 - b. Face brick.
 - c. Natural stone.
 - d. Architectural glass.
 - e. Wood finished for exterior use
 - f. Stucco.
 - g. Exterior insulation finishing system (synthetic stucco)
 - h. Architectural concrete masonry units shall be limited to a maximum of twenty-five percent (25%) on any front facade. Architectural concrete masonry units may be used up to one hundred percent (100%) on non-front facades.
 - i. Architectural precast concrete panels.
 - j. Architectural metal panels shall be limited to a maximum of twenty-five percent (25%) on any front facade, and non-front facades shall be no more than seventy-five percent (75%) of one approved material type, unless there is a differential in color or material.
 - k. Building design, exterior building materials, and colors shall blend into and enhance the City's existing northwoods environment and avoid adverse visual impact.
 - l. Overhang to be a minimum of 24 inches on all sides.
 - m. Height to the peak shall be a maximum 35 feet with a roof pitch of 4/12 minimum
 - n. Other materials may be approved under number 9 of this section.
- (9) **Other Materials.** Materials not specifically listed may be approved for use by the Zoning Administrator. and/or the Development Review Team and shall review and make recommendations to the Planning Commission/Board of Adjustment regarding the use of those materials

Sec. 26-751 Allowable Exterior Materials for Residential Primary Structures and Accessory Structures in All Land Use Districts

- (1) The following exterior building materials are allowed:
 - a) Face brick

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- b) Natural stone
 - c) Architectural glass
 - d) Wood finished for exterior use including logs and log siding
 - e) Factory fabricated concrete or vinyl siding
 - f) Stucco
 - g) Exterior insulation finishing system (synthetic stucco)
 - h) Architectural concrete masonry units
 - i) Factory fabricated metal panels.
- (2) **Other Materials.** Materials not specifically listed may be approved for use by the Zoning Administrator, and/or the Development Review Team and shall review and make recommendations to the Planning Commission/Board of Adjustment regarding the use of those materials

Sec. 26-752 Prohibited Materials-Residential All Districts

The following exterior building materials are prohibited on residential properties:

- (1) Face materials that rapidly deteriorate or become unsightly such as galvanized metal, unfinished structural plywood, unfinished structural clay tile, canvas, and plastic/vinyl sheeting or other flexible material of a similar nature, except as allowed for Portable or Temporary Storage Structures.
- (2) Sheet metal, plastic or fiberglass siding, unless such siding is a component of a factory fabricated and finished panel and is enhanced with preferred materials.
- (3) Unadorned and/or painted concrete block, except exposed foundation or footing block.
- (4) Neon lighting as part of the architecture of the building or used as accent lighting for the building.

Secs. 26-753—26-761 Reserved

ARTICLE 4 AMENDMENTS TO CHAPTER TEXT, LAND USE DISTRICT BOUNDARIES, AND DESIGNATION OF SENSITIVE SHORELAND DISTRICTS

- (1) **Text amendment actions.** Following their public hearing, the City Council shall publish its decision to approve or deny the text amendments within 15 days. The enactment of any changes shall take effect ~~no sooner than 30 days after the date of their approval~~ [upon its publication in the official newspaper](#). A copy of any approved text amendment in a shoreland district shall be sent to the Commissioner of the Dept. of Natural Resources within 10 days of final action.

ENTERTAINMENT SPACE

[An area within a personal storage building meant for recreational use, but not to be used for a single-family dwelling, multi-family dwelling, two-family dwelling or in general any dwelling unit\(s\), no long or short term living/rental is allowed.](#)

STORAGE BUILDING, PERSONAL

[A structure used for the storage of belongings, equipment, or materials, of a personal nature, that is not intended for the use of dwelling units.](#)



LAND USE MAP AMENDMENT CHECK LIST

Applicant: _____

Date: _____

Property Owner(s): _____

Property Address: _____

- ☐ Parcel number(s) correct
- ☐ Legal description correct on application
- ☐ Current Septic Compliance or Certificate of Installation on file
- ☐ Application signed and dated
- ☐ Authorized Agent form completed and signed (if required)
- ☐ Copy of easement for ingress/egress (if required)

Site Plan Check List:

- | | |
|--|--|
| <input type="checkbox"/> Lot dimensions | <input type="checkbox"/> Proposed Use |
| <input type="checkbox"/> Acres identified | <input type="checkbox"/> Proposed lot locations |
| <input type="checkbox"/> Lake or river name shown | <input type="checkbox"/> Proposed Streets and walkways |
| <input type="checkbox"/> Name of road for ingress/egress | |
| <input type="checkbox"/> Location of septic and well | |
| <input type="checkbox"/> North arrow | |

Received by: _____

Date: _____



C.10.

STATED MINUTES

City of Crosslake Planning Commission/Board of Adjustment

April 24, 2025
9:00 A.M.

Crosslake City Hall
13888 Daggett Bay Road
Crosslake, MN 56442

1. Present: Chair David Fuhs; Vice Chair Jeff McGrath; Kristin Graham; Joseph O'Leary; Jeremy Johnson; Alternate Joel Knippel; Alternate Cooper Hanning; and Liaison Council Member Jayme Knapp

Absent: None

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

2. 3-28-2025 Minutes to be reviewed at a future meeting as stated by the chair
3. Old Business
 - 3.1 None
4. New Business
 - 4.1 Land Use Ordinance Amendments & PC/BOA procedures – New districts with language throughout the ordinance; Stormwater Management (Permeable surface); Landscaping, Screening and Lighting Standards; Land Use Tables; Accessory Structures/Storage Buildings; Accessory Structure Standards; Commercial and Residential Architectural Standards; Definitions; City Council Action; Conditional/Interim Use Permits; Variance/Appeals; accompanying sections with language that pertains.
 - 4.2 PC/BOA and Findings of Fact procedure
5. Other Business
 - 5.1 Staff report
6. Open Forum – No action will be taken on any of the issues raised. If appropriate, the issues will be placed on the agenda of a future PC/BOA meeting. Speakers must state their name and address. Each speaker is given a three minute time limit.
7. Adjournment

**Crosslake Planning & Zoning
City of Crosslake, Chapter 26 Land Use Revisions**

Fuhs inquired as to the motions made by the city council on April 14th, 2 motions for Land Use Map Amendment (LUMA) were denied and the third motion for a LUMA was approved; Knapp, city council liaison, gave details of the April 14th motion on the three LUMA, clarified yes 2 denied, one approved, I ran for council on keeping Crosslake small, Crosslake-Crosslake; Fuhs-where can people do or get the RR2; Knapp-should be in the core location of Crosslake; O'Leary-Cunningham's proposal was within the comprehensive plan higher density area; McGrath-revisit comprehensive plan, committee is being formed to help guide the LUMA; Knapp-he heard Cunningham was denied in the past; Satterlund-no official process in the past, several statements were made that our files could not support, committee would/will be a good thing; Cooper-our commissioners were hesitant; Fuhs-we do have vacant lots available; Knapp-spoke on his personal history of his home, his take on land/house cost, who can afford it; O'Leary-less supply of land drives the cost up; Graham-need city to get into low income type housing for common workers; Satterlund-yesterday attended a meeting on this subject, gave information from the meeting; Cooper-our commission thoughts should be evaluated individually per proposal; McGrath-look at the ordinance in connection to owning a business with living there.

Meeting and findings of fact procedure (4.2): Satterlund-past meetings seems a bit choppy, drawn out, covering the same territory many times then answering the questions at the end, state statute says applicant has to provide the practical difficulty, try a new three question procedure for the variance, not consider economic as a concern to the commissioners, try a new procedure for each applicant, such as, step one staff report, step 2 applicant participation, step 3 commissioners discuss/talk, step 4 talk through questions, step 5 commissioners make a motion; Fuhs-use the three questions as the bases of the commissioner's discussion, use three questions for everything; McGrath-how does the recommendation get presented to the council; Satterlund-council gets minutes to read along with my presentation; McGrath-would like to see that the council gets the motion results; O'Leary-do names need to accompany the vote, we are one team-P&Z and council, can it be just approve or deny listed in the motion; Cooper-transparency; Graham-issues matter as to why the vote was approved or denied; O'Leary-should be approve or deny not a list of who voted which way; Fuhs-roll call vote helps for it to be an accurate motion; Satterlund-commissioners have knowledge of the planning and zoning issues/regulations, council should see the weight of the commissioner's recommendation; Graham-council doesn't hear what the commissioners hear at the public hearing and what they go through.

Permeable: Satterlund-history of conversations at the counter concerning permeable use, what is needed per the Land Use Ordinance, what happens when the permeable area fails, enforcement, take out any credit for permeable in the ordinance, other communities have taken it out or never allowed it; Fuhs-what would council's take be on the permeable change to the ordinance

We did not open it up to public comments due to the fact that there were no attendees at the meeting.

April 24, 2025 Planning Commission/Board Of Adjustment Meeting

April 24, 2025 Actions:

Fuhs asked for a motion to have the current 6 finding of fact difficulty questions changed to using the 3 questions as presented by Satterlund (see attached) as the bases of the commissioner's discussions.

Motioned by Graham; supported by McGrath

All members voting "Aye", Motion carried.

Motion by Johnson; supported by Graham to recommend approval to the city council for an amendment to the Chapter 26 Land Use Ordinance to exclude the permeable credit allowance

All members voting "Aye", Motion carried.

Motion by Graham; supported by Johnson to recommend approval to the city council for an amendment to Chapter 26 Land Use Ordinance to include cannabis retail use in the Limited Commercial (LC) as a conditional use (CU) in the Land Use Tables (Section 26-281)

All members voting "Aye", Motion carried.

The commissioners discussed putting a statement in the Chapter 26 Land Use ordinance to defer and/or comply with the provisions that the city has in Chapter 5.

Enforcement:

Satterlund-city enforcement procedure, history of containers and dumpsters; Fuhs-violations developed over time, people don't know they need a permit, draft a letter to anyone that has a dumpster/container violation, state the ordinance requirements, come get permit with a time limit to act on it, temporary permit to be issued, when the temporary time limit is up they can do a permanent structure and/or install a privacy fence, after the fact permit is 5 times the permit cost and/or \$75.00/day/violation, is there support for this; Graham-don't want containers at all; O'Leary-asked Knapp to take it to the council to see if there was support there; Fuhs-this is our work to do, staff to look at ordinance for changes; O'Leary-what is the fine start date; Satterlund-first letter with specifics on all details, what to do, ordinance sections, possible fine(s); if no reply a second letter will be sent out; Graham-letter should have a final date; O'Leary-use maintenance free fence with a definition in the ordinance of such; Fuhs-dumpsters are to be screened per the ordinance, send a letter stating there is a 90 day window to comply with the ordinance; McGrath-fence if in the back of the building, screen sides visual from the public; O'Leary- should include trash cans, grease dispensers, dumpsters

O'Leary-present to the city council a commission wage increase, the ordinance requires the approved permit cards be displayed in the most visible location on the property, state this requirement at the time of the permit card pickup

April 24, 2025 Planning Commission/Board Of Adjustment Meeting

Other Business:

Staff report

None not already previously discussed

Open Forum:

1. There were no open forum items

Matters not on the Agenda:

1. There were no matters not on the agenda

Motion by O’Leary; supported by Graham to adjourn at 11:15 A.M.

All members voting “Aye”, Motion carried.

Respectfully submitted,

Cheryl Stuckmayer

Cheryl Stuckmayer
Planner-Zoning Coordinator

City of Crosslake Potential Findings for Variances

1. Is the property owner proposing to use the property in a reasonable manner not permitted by the Land Use Ordinance?

Why?

Yes

- A. The (#) sq. ft. addition is a minimal addition to the (location) of an existing legal non-conforming structure
- B. The proposed additions are to the (location) of the existing structure with no further encroachment on (name of lake)
- C. The proposed changes improve the property by lowering the impervious surface coverage from (#) % to (#)%
- D. There are similar structures and land uses in the neighborhood with similar setbacks as noted during the Planning Commission/Board of Adjustment on-site on (date)

No

- E. There are no similar structures and land uses in the neighborhood as observed on the Planning Commission/Board of Adjustment on-site (dated)

2. Will the issuance of a Variance maintain the essential character of the locality?

Why?

Yes

- A. There are similar structures in the neighborhood with similar setbacks as noted during the Planning Commission/Board of Adjustment on-site on (date)
- B. The (#) sq. ft. addition is a minimal addition to the (location) of an existing legal non-conforming structure
- C. There are similar land use patterns and use of property in the vicinity of the request

No

- D. Similar neighboring legal non-conforming do not create the approval of a variance
- E. There are no similar structures and land uses in the neighborhood as observed on the Planning Commission/Board of Adjustment on-site (dated)

3. Is the need for a Variance due to circumstances unique to the property and not created by the property owner?

Why?

Yes

- A. The structure was built prior to bluff regulations established in 1989
- B. The topography of the land restricts the suitable area for use being considered
- C. It is an existing legal non-conforming structure not meeting the required setbacks of the current Land Use Ordinance and built prior to any zoning regulations in 1970
- D. The lot was created prior to any zoning regulations established in 1970
- E. It is an existing lot of record with a small building envelope
- F. It is an existing legal non-conforming structure located on a lot of record in the plat of (name) established in (date)

No

- G. Failure to meet the Chapter 26 Land Use Ordinance requirements in Article (), Sec. () for the (bluff, lake, side yard and/or septic) setback
- H. Failure to abide by the Chapter 26 Land Use Ordinance in Article (), Sec. () in obtaining a permit
- I. The intent of the Land Use Ordinance is to maintain the distance from the structure and the required setbacks
- J. The lot has a large building envelope and the applicant has the ability to meet all of the setbacks

City of Crosslake Potential Findings for Variances

1. Is the Variance request in harmony with the purposes and intent of the Ordinance?

Yes No

Why?

- A. It is an existing lot of record established prior to zoning regulations established in 1970
- B. The Land Use Ordinance allows for the expansion of legal non-conforming structures through the variance process outlined in Article 8 of the City of Crosslake Land Use Ordinance
- C. This is an existing lot of record in the plat of (name) that was established in (year)
- D. This is an existing legal non-conforming structure located (number) feet from the ordinary high water level of (lake name)
- E. The Land Use Ordinance allows property owners to develop and improve their property
- F. The addition does not encroach any further to the lake than the existing structure
- G. The addition is to the (location) with a greater lake setback than the existing legal non-conforming structure constructed prior to any zoning regulations established in 1970
- H. The impervious surface coverage is (#)% which is below the 25% maximum allowed by the Land Use Ordinance

2. Is the Variance consistent with the Comprehensive Plan?

Yes No

Why?

- A. The purpose of the Shoreland 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. Lot dimensions and density limitations are controlled by lake or river classifications. Compatible commercial or water-oriented commercial uses may be allowed as permitted or as conditional uses. (pg. 11)

3. Is the property owner proposing to use the property in a reasonable manner not permitted by the Land Use Ordinance?

Why?

Yes

- A. The (#) sq. ft. addition is a minimal addition to the (location) of an existing legal non-conforming structure
- B. The proposed additions are to the (location) of the existing structure with no further encroachment on (name of lake)
- C. The proposed changes improve the property by lowering the impervious surface coverage from (#) % to (#)%
- D. There are similar structures and land uses in the neighborhood with similar setbacks as noted during the Planning Commission/Board of Adjustment on-site on (date)

No

- E. There are no similar structures and land uses in the neighborhood as observed on the Planning Commission/Board of Adjustment on-site (dated)

4. Will the issuance of a Variance maintain the essential character of the locality?

Why?

Yes

- A. There are similar structures in the neighborhood with similar setbacks as noted during the Planning Commission/Board of Adjustment on-site on (date)
- B. The (#) sq. ft. addition is a minimal addition to the (location) of an existing legal non-conforming structure
- C. There are similar land use patterns and use of property in the vicinity of the request

No

- D. Similar neighboring legal non-conforming do not create the approval of a variance
- E. There are no similar structures and land uses in the neighborhood as observed on the Planning Commission/Board of Adjustment on-site (dated)

5. Is the need for a Variance due to circumstances unique to the property and not created by the property owner?

Why?

Yes

- A. The structure was built prior to bluff regulations established in 1989
- B. The topography of the land restricts the suitable area for use being considered
- C. It is an existing legal non-conforming structure not meeting the required setbacks of the current Land Use Ordinance and built prior to any zoning regulations in 1970
- D. The lot was created prior to any zoning regulations established in 1970
- E. It is an existing lot of record with a small building envelope
- F. It is an existing legal non-conforming structure located on a lot of record in the plat of (name) established in (date)

No

- G. Failure to meet the Chapter 26 Land Use Ordinance requirements in Article (), Sec. () for the (bluff, lake, side yard and/or septic) setback
- H. Failure to abide by the Chapter 26 Land Use Ordinance in Article (), Sec. () in obtaining a permit
- I. The intent of the Land Use Ordinance is to maintain the distance from the structure and the required setbacks
- J. The lot has a large building envelope and the applicant has the ability to meet all of the setbacks

6. Does the need for a Variance involve more than economic considerations?

Why?

Yes

- A. The implementation of the stormwater management plan prepared by (name) on (date) will help protect the water quality of (name of lake)
- B. The addition is a minimum expansion to an existing legal non-conforming structure for personal use
- C. The proposed improvements are to the (location) of an existing legal non-conforming structure

No

- D. The monetary expense outweighs the After-the-Fact Variance requested
- E. Circumstances of an applicant such as a growing family or a need for a larger structure are not a factor in deciding variances



LAND USE MAP AMENDMENT CHECK LIST

Applicant: _____

Date: _____

Property Owner(s): _____

Property Address: _____

- ☐ Parcel number(s) correct
- ☐ Legal description correct on application
- ☐ Current Septic Compliance or Certificate of Installation on file
- ☐ Application signed and dated
- ☐ Authorized Agent form completed and signed (if required)
- ☐ Copy of easement for ingress/egress (if required)

Site Plan Check List:

- | | |
|--|--|
| <input type="checkbox"/> Lot dimensions | <input type="checkbox"/> Proposed Use |
| <input type="checkbox"/> Acres identified | <input type="checkbox"/> Proposed lot locations |
| <input type="checkbox"/> Lake or river name shown | <input type="checkbox"/> Proposed Streets and walkways |
| <input type="checkbox"/> Name of road for ingress/egress | |
| <input type="checkbox"/> Location of septic and well | |
| <input type="checkbox"/> North arrow | |

Received by _____

Date _____



C.11.

City of Crosslake City Council
Final Replat of the River Trail Road Plat
Findings of Fact
4/25/2025

Supporting/Denying a Final Plat

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

No, the Ordinance does not allow for RR2 in an RR5 district and therefor a replat of River Trail Road is no permitted.

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

No, the Ordinance does not allow for RR2 in an RR5 district and therefor a replat of River Trail Road is no permitted.



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

Receipt Number: 244372
Property Owner(s): Mike and Pamela Cunningham
Mailing Address: 30188 Oceola Circle, Breezy Point, MN 56472
Site Address: Not Declared
Phone Number: 218-251-1806
E-Mail Address: mdc31916@gmail.com

Permit Number: 250030\$

Parcel Number(s): 14280604-14280607
Legal Description: Lots 9-12, Block 1, RIVER TRAIL ROAD.
Sec 28 Twp 137 Rge 26 ☐ 27 ☒ 28 ☐
Land Involved: Width: 1240 Length: 1320 Acres: 23.9
Lake/River Name: Pine River

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

If yes, list Parcel Number(s) 14280596-14280602

Authorized Agent: Kramer Leas DeLeo, PC

Agent Address: 1120 Industrial Park Road, Brainerd, MN 56401

Agent Phone Number: 218-829-5333

Signature of Property Owner(s) _____

Date _____

Signature of Authorized Agent(s) [Signature]

Date 4-7-2025

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

Development

4 Number of proposed lots
Number of proposed outlots

Access

X

Public Road

Easement

Easement recorded: ☐ Yes ☐ No

Septic

Compliance _____

SSTS Design _____

Site Suitability X

- ☒ All applications must be accompanied by signed Certificate of Survey $800 + (50 \times 4) 200 = \$1,000$
☒ 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.

Note: River Trail Rd Final approved 7-15-2024 Paul waiver the repayment of
For Office Use: all 8 new parcels due to the short time between the replat.
Application accepted by CS Date 4-7-25 Land Use District RR5 Lake Class GD Park, Rec, Lib X
Changing to RR2



AUTHORIZED AGENT FORM

I hereby authorize (print) **Kramer Leas Deleo PC** to act
as my authorized agent in dealing with Crosslake to obtain the following:

☐ Land Use Permit ☐ Shoreland Alteration Permit
☐ Septic Permit ☒ Subdivision Approval
☒ Public Hearing ☒ Other Land Map Use Amend.

For the following property:

Site Address NA

Section # 28 Township #137 Range # ☐ 27 ☒ 28

Parcel Number(s) 14280604-14280607

Four parcels

Recorded Document Number –Contract for Deed (If applicable) _____

Mike Cunningham

Mike Cunningham

10/22/24

Property Owner Signature

/ Printed Name

Date

218-251-1806

Property Owner Phone Number

218-829-5333

Authorized Agent Phone Number

1120 Industrial Park Road, Brainerd, MN 56401

Authorized Agent's Mailing Address



CHICAGO TITLE INSURANCE COMPANY

SCHEDULE B, PART II—Exceptions

Some historical land records contain Discriminatory Covenants that are illegal and unenforceable by law. This Commitment and the Policy treat any Discriminatory Covenant in a document referenced in Schedule B as if each Discriminatory Covenant is redacted, repudiated, removed, and not republished or recirculated. Only the remaining provisions of the document will be excepted from coverage.

The Policy will not insure against loss or damage resulting from the terms and conditions of any lease or easement identified in Schedule A, and will include the following Exceptions unless cleared to the satisfaction of the Company:

1. Any defect, lien, encumbrance, adverse claim, or other matter that appears for the first time in the Public Records or is created, attaches, or is disclosed between the Commitment Date and the date on which all of the Schedule B, Part I—Requirements are met.
2. Rights or claims of parties in possession not shown by the Public Records.
3. Any encroachment, encumbrance, violation, variation, or adverse circumstance affecting the Title that would be disclosed by an accurate and complete land survey of the Land.
4. Easements, or claims of easements, not shown by the Public Records.
5. Any lien, or right to a lien, for services, labor, or material heretofore or hereafter furnished, imposed by law and not shown by the Public Records.
6. Taxes or special assessments which are not shown as existing liens by the Public Records.
7. The right to the subsurface minerals is a separate interest in land.
8. 2025 Taxes due but not extended. Amount not available from Treasurer.
NOTE: First half due and payable by May 15, 2025 and second half payable on or before October 15, 2025.
NOTE: 2024 and prior taxes are paid in full.
Tax I.D. #14280604.

2025 Taxes due but not extended. Amount not available from Treasurer.
NOTE: First half due and payable by May 15, 2025 and second half payable on or before October 15, 2025.
NOTE: 2024 and prior taxes are paid in full.
Tax I.D. #14280605.

SCHEDULE B, PART II—Exceptions - Continued

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72C170B

ALTA Commitment for Title Insurance (7-1-21)

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CHICAGO TITLE INSURANCE COMPANY

2025 Taxes due but not extended. Amount not available from Treasurer.

NOTE: First half due and payable by May 15, 2025 and second half payable on or before October 15, 2025.

NOTE: 2024 and prior taxes are paid in full.

Tax I.D. #14280606.

2025 Taxes due but not extended. Amount not available from Treasurer.

NOTE: First half due and payable by May 15, 2025 and second half payable on or before October 15, 2025.

NOTE: 2024 and prior taxes are paid in full.

Tax I.D. #14280607.

9. Specials due with Real estate taxes for tax year 2025 are due but not extended. Amount not available from Treasurer.
NOTE: There are no unpaid special assessments as of the date of this commitment.
NOTE: This does not include a search for special assessments at the local municipality.
10. Minerals and mineral rights forfeited to the state of Minnesota in Document No. 476135.
11. Crow Wing County Highway Right of Way Plat No. 2 recorded as Document No. 337379.
12. Terms and conditions of Highway Easement, conveyed in Book 344 of Deeds, page 337.
13. Terms and conditions of Highway Easement, conveyed in Book 344 of Deeds, page 339.
14. Terms and conditions of Highway Easement, conveyed in Book 348 of Deeds, page 264.
15. Crow Wing Cooperative and Light Company Right-of-Way Easement conveyed in Document No. 489633.
16. Crow Wing County Highway Right of Way Plat No. 15 recorded as Document No. 915554.
16. Terms and conditions of Perpetual Highway and Utility Right of Way Easement, recorded as Document No. A-920848.
17. Drainage and Utility Easement as set out on the plat of "RIVER TRAIL ROAD".

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CHICAGO TITLE INSURANCE COMPANY

5. The Land is described as follows:

CROW WING COUNTY

Lots Nine (9), Ten (10), Eleven (11), and Twelve (12), Block One (1), RIVER TRAIL ROAD.

ABSTRACT PROPERTY

CHICAGO TITLE INSURANCE COMPANY

By:

Authorized Signatory

Diane E. Junker

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SCHEDULE B, PART I—Requirements

All of the following Requirements must be met:

1. The Proposed Insured must notify the Company in writing of the name of any party not referred to in this Commitment who will obtain an interest in the Land or who will make a loan on the Land. The Company may then make additional Requirements or Exceptions.
2. Pay the agreed amount for the estate or interest to be insured.
3. Pay the premiums, fees, and charges for the Policy to the Company.
4. Documents satisfactory to the Company that convey the Title or create the Mortgage to be insured, or both, must be properly authorized, executed, delivered, and recorded in the Public Records.

Plat of FIRST ADDITION TO RIVER TRAIL ROAD shall be put of record in County Recorder's office for County of Crow Wing Minnesota.

A properly executed and recordable Warranty Deed from Michael D. Cunningham a/k/a Michael Cunningham and Pamela E. Cunningham, married to each other,
TO to be determined.

5. Affidavit regarding **Seller / Borrower / Corporation / LLC** must be provided for our review.
6. The search did not disclose any open mortgages or deeds of trust of record, therefore the Company reserves the right to require further evidence to confirm that the property is unencumbered, and further reserves the right to make additional requirements or add additional items or exceptions upon receipt of the requested evidence.
7. For each policy to be issued as identified in Schedule A, Item 2, the Company shall not be liable under this commitment until it receives a designation for a Proposed Insured, acceptable to the company. As provided in Commitment Condition 4, the Company may amend this commitment to add, among other things, additional exceptions or requirements after the designation of the Proposed Insured.
8. The Proposed Policy amount(s) must be increased to the full value of the estate or interest being insured, and any additional premium must be paid at that time. An Owner's policy should reflect the purchase price or full value of the Land. A Loan Policy should reflect the loan amount or value of the property as collateral. Proposed Policy Amount(s) will be revised and premiums charged consistent therewith when the final amounts are approved.

This page is only a part of a 2021 ALTA Commitment for Title Insurance issued by Chicago Title Insurance Company. This Commitment is not valid without the Notice; the Commitment to Issue Policy; the Commitment Conditions; Schedule A; Schedule B, Part I—Requirements; and Schedule B, Part II—Exceptions; and a counter-signature by the Company or its issuing agent that may be in electronic form.

72C170B

ALTA Commitment for Title Insurance (7-1-21)

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ALTA COMMITMENT FOR TITLE INSURANCE
Issued by
CHICAGO TITLE INSURANCE COMPANY

NOTICE

IMPORTANT—READ CAREFULLY: THIS COMMITMENT IS AN OFFER TO ISSUE ONE OR MORE TITLE INSURANCE POLICIES. ALL CLAIMS OR REMEDIES SOUGHT AGAINST THE COMPANY INVOLVING THE CONTENT OF THIS COMMITMENT OR THE POLICY MUST BE BASED SOLELY IN CONTRACT.

THIS COMMITMENT IS NOT AN ABSTRACT OF TITLE, REPORT OF THE CONDITION OF TITLE, LEGAL OPINION, OPINION OF TITLE, OR OTHER REPRESENTATION OF THE STATUS OF TITLE. THE PROCEDURES USED BY THE COMPANY TO DETERMINE INSURABILITY OF THE TITLE, INCLUDING ANY SEARCH AND EXAMINATION, ARE PROPRIETARY TO THE COMPANY, WERE PERFORMED SOLELY FOR THE BENEFIT OF THE COMPANY, AND CREATE NO EXTRACTIONAL LIABILITY TO ANY PERSON, INCLUDING A PROPOSED INSURED.

THE COMPANY'S OBLIGATION UNDER THIS COMMITMENT IS TO ISSUE A POLICY TO A PROPOSED INSURED IDENTIFIED IN SCHEDULE A IN ACCORDANCE WITH THE TERMS AND PROVISIONS OF THIS COMMITMENT. THE COMPANY HAS NO LIABILITY OR OBLIGATION INVOLVING THE CONTENT OF THIS COMMITMENT TO ANY OTHER PERSON.

COMMITMENT TO ISSUE POLICY

Subject to the Notice; Schedule B, Part I—Requirements; Schedule B, Part II—Exceptions; and the Commitment Conditions, CHICAGO TITLE INSURANCE COMPANY, a Florida corporation, (the "Company"), commits to issue the Policy according to the terms and provisions of this Commitment. This Commitment is effective as of the Commitment Date shown in Schedule A for each Policy described in Schedule A, only when the Company has entered in Schedule A both the specified dollar amount as the Proposed Amount of Insurance and the name of the Proposed Insured.

If all of the Schedule B, Part I—Requirements have not been met within 180 days after the Commitment Date, this Commitment terminates and the Company's liability and obligation end.

CHICAGO TITLE INSURANCE COMPANY

Countersigned:

By: 
Authorized Officer or Agent

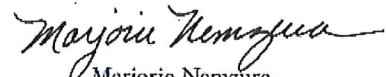
Crow Wing County Abstract Co., Inc.
423 Laurel St
Brainerd, MN 56401
Tel: 218-829-7368
Fax: 218-829-8586

By:



Michael J. Nolan
President

Attest:



Marjorie Nemzura
Secretary

This page is only a part of a 2021 ALTA® Commitment for Title Insurance issued by CHICAGO TITLE INSURANCE COMPANY. This Commitment is not valid without the Notice; the Commitment to Issue Policy; the Commitment Conditions; Schedule A; Schedule B, Part I—Requirements; and Schedule B, Part II—Exceptions; and a counter-signature by the Company or its issuing agent that may be in electronic form.

72C170B 72C170B ALTA Commitment For Title Insurance 07/01/21 180 days C170B

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COMMITMENT CONDITIONS

1. DEFINITIONS

- a. "Discriminatory Covenant": Any covenant, condition, restriction, or limitation that is unenforceable under applicable law because it illegally discriminates against a class of individuals based on personal characteristics such as race, color religion, sex, sexual orientation, gender identity, familial status, disability, national origin, or other legally protected class.
 - b. "Knowledge" or "Known": Actual knowledge or actual notice, but not constructive notice imparted by the Public Records.
 - c. "Land": The land described in Item 5 of Schedule A and improvements located on that land that by State law constitute real property. The term "Land" does not include any property beyond that described in Schedule A, nor any right, title, interest, estate, or easement in any abutting street, road, avenue, alley, lane, right-of-way, body of water, or waterway, but does not modify or limit the extent that a right of access to and from the Land is to be insured by the Policy.
 - d. "Mortgage": A mortgage, deed of trust, trust deed, security deed, or other real property security instrument, including one evidenced by electronic means authorized by law.
 - e. "Policy": Each contract of title insurance, in a form adopted by the American Land Title Association, issued or to be issued by the Company pursuant to this Commitment.
 - f. "Proposed Amount of Insurance": Each dollar amount specified in Schedule A as the Proposed Amount of Insurance of each Policy to be issued pursuant to this Commitment.
 - g. "Proposed Insured": Each person identified in Schedule A as the Proposed Insured of each Policy to be issued pursuant to this Commitment.
 - h. "Public Records": The recording or filing system established under State statutes in effect at the Commitment Date under which a document must be recorded or filed to impart constructive notice of matters relating to the Title to a purchaser for value without Knowledge. The term "Public Records" does not include any other recording or filing system, including any pertaining to environmental remediation or protection, planning, permitting, zoning, licensing, building, health, public safety, or national security matters.
 - i. "State": The state or commonwealth of the United States within whose exterior boundaries the Land is located. The term "State" also includes the District of Columbia, the Commonwealth of Puerto Rico, the U.S. Virgin Islands, and Guam.
 - j. "Title": The estate or interest in the Land identified in Item 3 of Schedule A.
2. If all of the Schedule B, Part I—Requirements have not been met within the time period specified in the Commitment to Issue Policy, this Commitment terminates and the Company's liability and obligation end.
 3. The Company's liability and obligation is limited by and this Commitment is not valid without:
 - a. the Notice;
 - b. the Commitment to Issue Policy;
 - c. the Commitment Conditions;
 - d. Schedule A;
 - e. Schedule B, Part I—Requirements; and
 - f. Schedule B, Part II—Exceptions; and
 - g. a counter-signature by the Company or its issuing agent that may be in electronic form.

4. COMPANY'S RIGHT TO AMEND

The Company may amend this Commitment at any time. If the Company amends this Commitment to add a defect, lien, encumbrance, adverse claim, or other matter recorded in the Public Records prior to the Commitment Date, any liability of the Company is limited by Commitment Condition 5. The Company is not liable for any other amendment to this Commitment.

5. LIMITATIONS OF LIABILITY

- a. The Company's liability under Commitment Condition 4 is limited to the Proposed Insured's actual expense incurred in the interval between the Company's delivery to the Proposed Insured of the Commitment and the delivery of the amended Commitment, resulting from the Proposed Insured's good faith reliance to:
 - i. comply with the Schedule B, Part I—Requirements;
 - ii. eliminate, with the Company's written consent, any Schedule B, Part II—Exceptions; or
 - iii. acquire the Title or create the Mortgage covered by this Commitment.
- b. The Company is not liable under Commitment Condition 5 a. if the Proposed Insured requested the amendment or had Knowledge of the matter and did not notify the Company about it in writing.

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- c. The Company is only liable under Commitment Condition 4 if the Proposed Insured would not have incurred the expense had the Commitment included the added matter when the Commitment was first delivered to the Proposed Insured.
- d. The Company's liability does not exceed the lesser of the Proposed Insured's actual expense incurred in good faith and described in Commitment Condition 5.a. or the Proposed Amount of Insurance.
- e. The Company is not liable for the content of the Transaction Identification Data, if any.
- f. The Company is not obligated to issue the Policy referred to in this Commitment unless all of the Schedule B, Part I—Requirements have been met to the satisfaction of the Company.
- g. The Company's liability is further limited by the terms and provisions of the Policy to be issued to the Proposed Insured

6. LIABILITY OF THE COMPANY MUST BE BASED ON THIS COMMITMENT; CHOICE OF LAW AND CHOICE OF FORUM

- a. Only a Proposed Insured identified in Schedule A, and no other person, may make a claim under this Commitment.
- b. Any claim must be based in contract under the State law of the State where the Land is located and is restricted to the terms and provisions of this Commitment. Any litigation or other proceeding brought by the Proposed Insured against the Company must be filed only in a State or federal court having jurisdiction.
- c. This Commitment, as last revised, is the exclusive and entire agreement between the parties with respect to the subject matter of this Commitment and supersedes all prior commitment negotiations, representations, and proposals of any kind, whether written or oral, express or implied, relating to the subject matter of this Commitment.
- d. The deletion or modification of any Schedule B, Part II—Exception does not constitute an agreement or obligation to provide coverage beyond the terms and provisions of this Commitment or the Policy.
- e. Any amendment or endorsement to this Commitment must be in writing and authenticated by a person authorized by the Company.
- f. When the Policy is issued, all liability and obligation under this Commitment will end and the Company's only liability will be under the Policy.

7. IF THIS COMMITMENT IS ISSUED BY AN ISSUING AGENT

The issuing agent is the Company's agent only for the limited purpose of issuing title insurance commitments and policies. The issuing agent is not the Company's agent closing, settlement, escrow, or any other purpose.

8. PRO-FORMA POLICY

The Company may provide, at the request of a Proposed Insured, a pro-forma policy illustrating the coverage that the Company may provide. A pro-forma policy neither reflects the status of Title at the time that the pro-forma policy is delivered to a Proposed Insured, nor is it a commitment to insure.

9. CLAIMS PROCEDURES

This Commitment incorporates by reference all Conditions for making a claim in the Policy to be issued to the Proposed Insured. Commitment Condition 9 does not modify the limitations of liability in Commitment Conditions 5 and 6.

10. CLASS ACTION

ALL CLAIMS AND DISPUTES ARISING OUT OF OR RELATING TO THIS COMMITMENT, INCLUDING ANY SERVICE OR OTHER MATTER IN CONNECTION WITH ISSUING THIS COMMITMENT, ANY BREACH OF A COMMITMENT PROVISION, OR ANY OTHER CLAIM OR DISPUTE ARISING OUT OF OR RELATING TO THE TRANSACTION GIVING RISE TO THIS COMMITMENT, MUST BE BROUGHT IN AN INDIVIDUAL CAPACITY. NO PARTY MAY SERVE AS PLAINTIFF, CLASS MEMBER, OR PARTICIPANT IN ANY CLASS OR REPRESENTATIVE PROCEEDING. ANY POLICY ISSUED PURSUANT TO THIS COMMITMENT WILL CONTAIN A CLASS ACTION CONDITION.

11. ARBITRATION

The Policy contains an arbitration clause. All arbitrable matters when the Proposed Amount of Insurance is \$2,000,000 or less may be arbitrated at the election of either the Company or the Proposed Insured as the exclusive remedy of the parties. A Proposed Insured may review a copy of the arbitration rules at <<http://www.alta.org/arbitration>>.

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CHICAGO TITLE INSURANCE COMPANY

ALTA COMMITMENT FOR TITLE INSURANCE issued by CHICAGO TITLE INSURANCE COMPANY

Transaction Identification Data, for which the Company assumes no liability as set forth in Commitment Condition 5.e.:

Issuing Agent: Crow Wing County Abstract Co., Inc.

Issuing Office: Brainerd, MN 56401

Issuing Office's ALTA® Registry ID: #0001525, Brainerd office and #1027150, Crosslake office

Loan ID Number:

Commitment Number: C-25-8010

Issuing Office File Number: C-25-8010

Property Address: Near Crosslake, MN 56442

Revision Number:

SCHEDULE A

1. Commitment Date: January 23, 2025 at 8:00 A.M.
2. Policy to be issued:
 - a. 2021 ALTA® Owner's Policy,.
Proposed Insured: **Purchaser with contractual rights under a purchase agreement with the vested owner identified at Item 4 below.**
Proposed Amount of Insurance: **\$100,000.00.**
The estate or interest to be insured: **Fee Simple.**
3. The estate or interest in the Land at the Commitment Date is: **Fee Simple.**
4. The Title is, at the Commitment Date, vested in:

Michael Cunningham and Pamela E. Cunningham.

NOTE: Michael Cunningham and Pamela E. Cunningham shown in the public record as husband and wife, as joint tenants.

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72C170B

ALTA Commitment for Title Insurance (7-1-21)

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CHICAGO TITLE INSURANCE COMPANY

INFORMATIONAL NOTES:

1. **CHAIN OF TITLE:** Pursuant to conveyance dated July 28, 1993, filed July 29, 1993 as Document No. 454143 and Pursuant to conveyance dated February 7, 2024, filed February 8, 2024 as Document No. 993628.
2. **NOTICE:** ALL CLOSING DOCUMENTS REQUIRING NOTARIZATION MUST BE SIGNED IN THE PRESENCE OF ONE OF THE FOLLOWING:

- a. A Chicago Title Insurance / Fidelity National Financial Employee **OR**
- b. An Attorney Actively Licensed within the State of Document Signing - A Statement Certifying Licensing **MUST** be provided on the Law Office Letterhead **OR**
- c. A Bancserv Notary Public **OR**
- d. An Employee of a Closing/Title Company that has provided our office with a copy of their E & O Insurance with coverage of \$100,000.00 or Higher.

Please contact us for the following forms that will need to be completed by the Notary acknowledging the signing of the Closing Documents:

NOTARY PUBLIC CERTIFICATION and NOTARY'S AFFIDAVIT

Brainerd Office No. 218-829-7393 or lori.johnson@cwcaac.com

Crosslake Office No. 218-692-3091 or cwcaac2@crosslake.net

3. If the parties intend to pre-sign documents or use a Power of Attorney, the executed documents must be reviewed by A Chicago Title Insurance Company/ Fidelity National Financial Employee prior to close.
4. If the property is Torrens, WE REQUIRE Examiner of Titles PRE-Approval on conveyance documents involving Power of Attorney.
5. This form does not cover utility bills against the subject property not shown on tax or assessment records..
6. The Company is not in possession of an Abstract of Title for the property.
7. This form does not cover utility bills against the subject property not shown on tax or assessment records.
8. Notice: Due to the conflict between federal and state laws concerning the cultivation, distribution, manufacture or sale of marijuana, the Company is not able to close or insure any transaction involving Land that is associated with these activities.

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72C170B

ALTA Commitment for Title Insurance (7-1-21)

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FINAL PLAT CHECK LIST
CHAPTER 44, ARTICLE III

Property Owner(s): Cunningham

Date: 4-7-2025

Property Owner(s) _____

☒ Twelve (12) 11 x 17 final plat and an Electronically submitted PDF

☐ Surveyor's computation and closure report for overall boundary, lots and Outlots

☐ A section breakdown if there is not one of public record. The Land Service Supervisor or Specialist may waive the requirement of a section breakdown

☐ Independent licensed land surveyor final plat check letter for conformity to MN State Statutes and City Ordinances

☐ A statement plat monuments are set or financial guarantee if delayed staking is to occur (MN State Statute 505.021 Subd. 10. Survey)

☐ Final Stormwater Management Plan

☐ Final signed and notarized copy of any covenants (if applicable)

☐ All applicable bonds

☐ Developer's agreement

☒ Current title opinion, abstract of title, certificate of title or title commitment by sub divider's attorney or title company

FINAL PLAT FEES

Residential

1. \$800.00 for Final Plat fee
2. \$50.00 per lot
3. Sec. 44-402. Required; applicability.

Commercial

1. \$1250.00 for Final Plat fee
2. \$100.00 per lot
3. Sec. 44-402. Required; applicability

(a) The developer of a subdivision shall dedicate ten percent (10%) of his buildable land as measured pre-plat to the public for park purposes, or, at the option of the city council, shall pay the city an amount equal to \$1,500.00 per lot for a commercial- or industrial-zoned subdivision and \$1,500.00 per residential unit created in a residentially zoned subdivision, or a combination of land dedication and payment of cash in lieu of land according to the formula set forth in this Code.

(b) This section shall apply to all land subdivisions, including land subdivided by metes and bounds description.

APPROVED FINAL PLAT SUBMISSION REQUIREMENTS

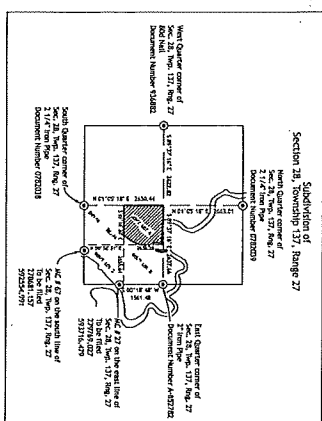
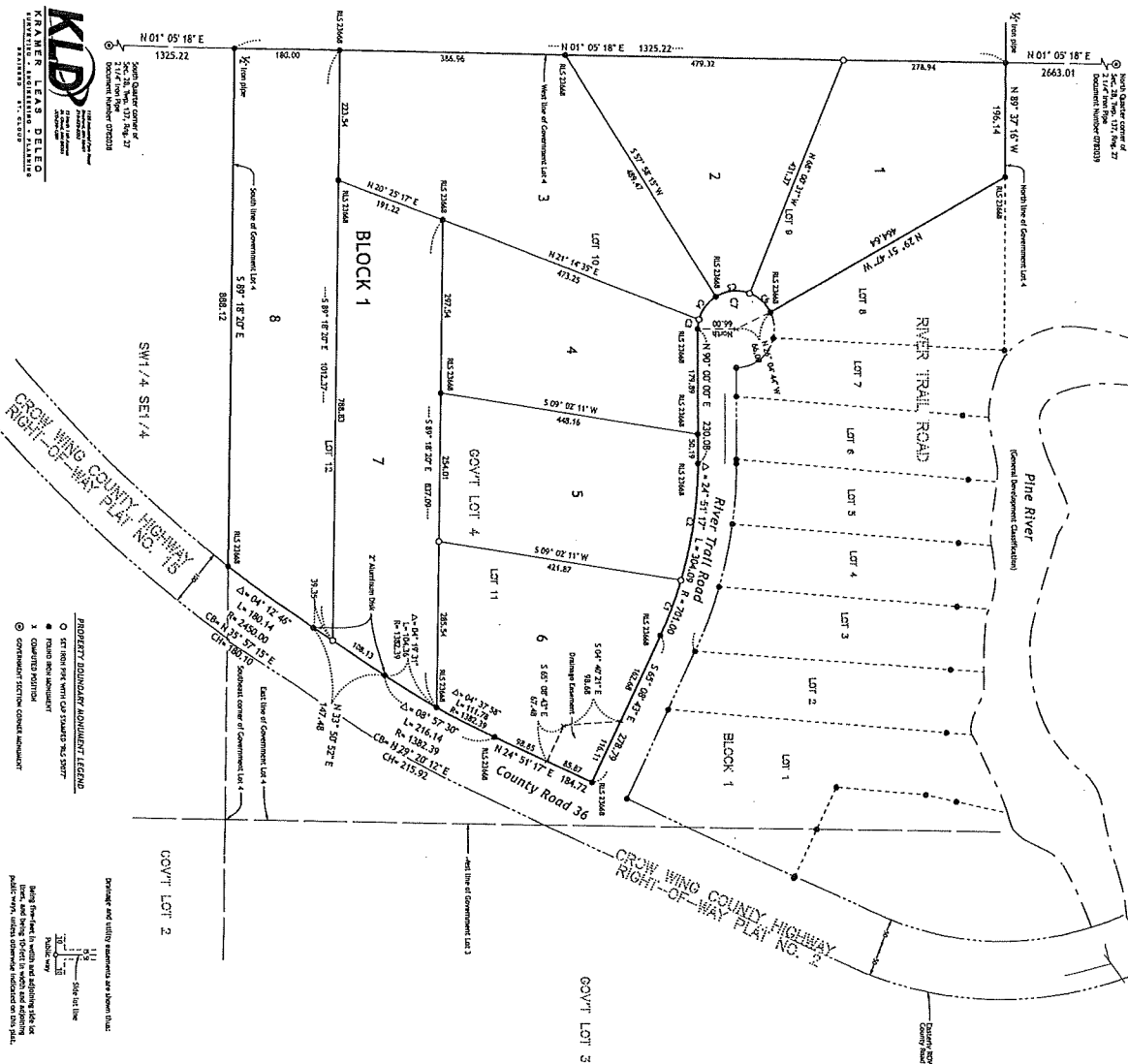
- ☐ Electronic version of approved final plat (must be compatible with City and County software)
- ☐ PDF version of approved final plat
- ☐ Two double matted four mil thick signed mylars; one for County use 4.8 G, one for city use

Received by CS

Date 4-7-25

- Note: Certificate of location of Government corner must be prepared and placed of record for any corner used in determining the boundary of the subject parcel as specified in MN State Statute 381.12

FIRST ADDITION TO RIVER TRAIL ROAD



CURVE DATA TABLE		
ID	DELTA	LENGTH
C1	60° 36' 19"	101.61
C2	36° 12' 58"	202.48
C3	14° 31' 06"	16.72
C4	47° 32' 07"	54.05
C5	52° 31' 08"	60.10
C6	47° 32' 53"	50.03
C7	35° 55' 16"	37.20



LOT AREA TABLE		
LOT	TOTAL AREA	BURIED AREA
1	100,760 SF	94,836 SF
2	100,127 SF	93,457 SF
3	167,002 SF	148,146 SF
4	100,724 SF	91,013 SF
5	111,042 SF	91,822 SF
6	117,946 SF	86,351 SF
7	146,617 SF	122,071 SF
8	171,273 SF	144,916 SF

Late November 1970, December 11, and February 12; Black Creek 11, Beaver Trail Road
There seemed the same to be surveyed and placed as FIRST ADDITION TO RIVER TRAIL ROAD as
to directly delineate the public for public use the public ways and damage and public surveys are
created between us across on that plot

In written reference and Richard D. Conception and Pamela E. Conception, husband and wife, have
known as their lands by _____ of _____, 20____.

Witness

Chancel

¹ Indeed, I cannot do merely credit that this plot was prepared by me or under my direct supervision. I am a duly Licensed and Licensed in the State of Massachusetts. That this plot is a correct representation of the burglary, except that all mathematical data and numbers are written down and represented, that all measurement depicted on this plot have been or will be correctly written down, the use of various boundaries and wall work, as defined in Massachusetts Statutes, Section 30B:11, Subd. 1, as to the size of the certificate are drawn and depicted on this plot, and all public ways are shown and labeled on this plot.

This endorsement was acknowledged before you that _____ day of _____, 20____, by Michael R. Cunningham and Pamela H. Cunningham, husband and wife.

London Chemical, Limited, London, Surrey,
Mills Road, Lancing, Sussex BN15 9JF

Major Chemicals Export

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, at _____, Oregon.

Notary Chancelor, My Comm. Expiration Number 57077

The job of FIRST ADDITION TO RIVER TRAIL ROAD was supervised by the City Council
 Committee, Minnesota, on the _____ day of _____, 20____.

ARTIST

I hereby certify that this instrument was filed for record in the office of the County Recorder in and
 Cross Wang County, Minnesota on this _____ day of _____, 20____ at _____ o'clock _____
 of Document No. _____

Chris Wing County Recorder Deputy Recorder

Drainage and utility easements are shown thus:

Being five-feet in width and adjoining side lot lines, and being 10-feet in width and adjoining public ways, unless otherwise indicated on this plat.

PROPERTY BOUNDARY MONUMENT LEGEND

- ☐ SET IRON PIPE WITH CAP STAMPED "BLS 5087"
- ☐ FOUND IRON MONUMENT
- ☒ COMPUTED POSITION
- ☐ GOVERNMENT SECTION CORNER MONUMENT

KLD
KRAMER LEAS DELO
RUBENIUC - ENGINEERING - PLANNING
BRANDED ST. CLOUD



City of Crosslake City Council
Land Use Map Amendment Application

Findings of Fact

Supporting/Denying a Land Use Map Amendment

4/14/2025

1. Is the reclassification in accordance with the City's Comprehensive Plan?

The Crosslake comprehensive plan highlights where an R2 district would be considered good areas for future growth but is only recommended. The Council is looking at the R5 and the surrounding lots wanting to establish and maintain low-density residential district with face-acre minimum lot sizes outside the shoreland zone, preserving the character of the city and providing rural single-family setting with limited agriculture/forestry uses.

2. Is the reclassification warranted due to changed land use circumstances or a need for additional property in the proposed land use district?

The city of Crosslake did establish RR2 in their ordinance, but the city felt there was no reason/need to amend the district map other than economic considerations which is not acceptable reasoning to consider.

3. Is the subject property suitable for development in general conformance with land use standards under the proposed land use district classification?

The subject property is in general conformance with land use standards under the proposed land use district other than density standards, environmental impacts given the proximity to a river bluff that were in question.

4. Will the reclassification be detrimental to uses or property in the immediate vicinity of the subject property?

Increase in traffic due to number of added lots with Shoreland district already allowing for many lots within the plat. Also, environmental impacts given the proximity to a river bluff were in question.

5. Does the reclassification promote the health, safety, and general welfare of the public?

The city of Crosslake wants to preserve the Northwoods character of the community and feel that the addition of an RR2 district in this area would hinder that perspective.



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

Receipt Number: 804043 Permit Number: 2500042

Property Owner(s): Mike and Pamela Cunningham

Mailing Address: 30188 Oceola Circle, Breezy Point, MN 56472

Site Address: Not Declared

Phone Number: 218-251-1806

E-Mail Address: mdc31916@gmail.com

Parcel Number(s): 14280604, 14280605, 14280606, & 14280607

Legal Description: Lots 9-12, Block 1, RIVERTRIL ROAD.

Sec 28 Twp 137 Rge 26 ☐ 27 ☒ 28 ☐

Land Involved: Width: 1240 Length: 1320 Acres: 23.9

Lake/River Name: Pine River

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

If yes, list Parcel Number(s) 14280596-14280603

Authorized Agent: Kramer Leas DeLeo, PC

Agent Address: 1120 Industrial Park Road, Brainerd, MN 56401

Agent Phone Number: 218-829-5333

Signature of Property Owner(s) Mike Cunningham

Date 2-4-25

Signature of Authorized Agent(s) [Signature]

Date 2-4-2025

- All applications must be accompanied by a site plan
- Fee \$750 Payable to "City of Crosslake" + \$15.00 copies = \$765.00
- 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 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.

Land Use Map Amendment

RR5 Current Land Use District

RR2 Proposed Land Use District

Access

☒ Public Road -Dedicated to public
☐ Easement For Drainage

Easement recorded: ☐ Yes ☒ No

Septic

Compliance Site Suitabilities

SSTS Design —

Installation —

For Office Use:

Application accepted by C.S. Date 2-4-25 Land Use District RR5 Lake Class 1A

development and environmental protection for Crosslake and the immediately surrounding area.
(pg. 39)

Agencies Notified and Responses Received:

County Highway Dept: No comment received before packet cutoff date

DNR: No comment received before packet cutoff date

City Engineer: N/A

City Attorney: N/A

Lake Association: No comment received before packet cutoff date

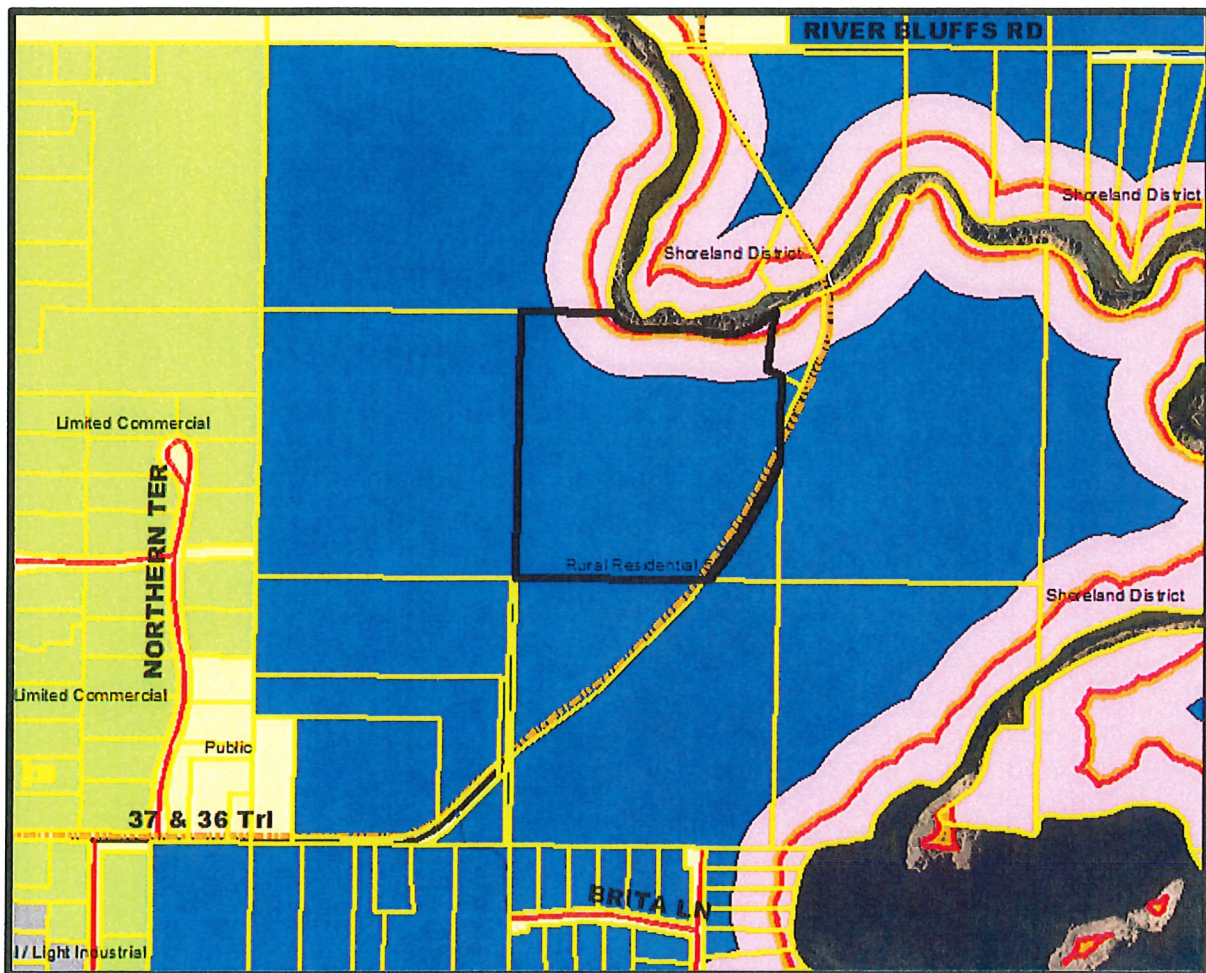
Crosslake Public Works: No comment received before packet cutoff date

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 the amendment of the Official Land Use Map from Rural Residential 5 (RR5) to Rural Residential 2 (RR2) involving approximately 23.9 acres





City of Crosslake Planning Commission/Board of Adjustment

Land Use Map Amendment Application

Findings of Fact

Supporting/Denying a Land Use Map Amendment

Findings shall be made in either recommending approval or denial of a rezoning application, and should reference specific sections of ordinances that apply to the project. The following questions are to be considered, but are not limited to:

1. Is the reclassification in accordance with the City's Comprehensive Plan?

Yes ☒ No ☐

Why?

Yes, I believe the city is looking to create another zoning



2. Is the reclassification warranted due to changed land use circumstances or a need for additional property in the proposed land use district?

Yes ☐ No ☐

Present Land Use:
Why?

Proposed Land Use:

Present Land Use is RR-5 and the proposed land use is RR-2



3. Is the subject property suitable for development in general conformance with land use standards under the proposed land use district classification?

Yes ☒ No ☐

Why?

THESE LOTS ARE STAYING AS RESIDENTIAL JUST
SMALLER LOT SIZES.

4. Will the reclassification be detrimental to uses or property in the immediate vicinity of the subject property?

Yes _____ No X

Why?

NO, IT WILL STILL BE ZONED RESIDENTIAL

5. Does the reclassification promote the health, safety, and general welfare of the public?

Yes X No _____

Why?

YES, PROVIDES more housing



LAND USE MAP AMENDMENT CHECK LIST

Applicant: Jordan Chouanard

2-4-2025
Date: 11-07-2024

Property Owner(s): Mike and Pamela Cunningham

Property Address: Not Declared off of Cty Rd 36

- ☒ Parcel number(s) correct
- ☒ Legal description correct on application Not on preliminary - will revise & add
- na ☒ Current Septic Compliance or Certificate of Installation on file
Will email site suitabilities
- ☒ Application signed and dated
- ☒ Authorized Agent form completed and signed (if required)
- na ☒ Copy of easement for ingress/egress (if required)

Site Plan Check List:

- ☒ Lot dimensions
- ☒ Acres identified -- In the table on the preliminary plat
- ☒ Lake or river name shown
- ☒ Name of road for ingress/egress
- ☒ Location of septic and well- will email site suitabilities
- ☒ North arrow

Received by C.S.

Date 2-4-2025



City of Crosslake City Council
Preliminary Replat of the River Trail Road Plat
Findings of Fact
4/25/2025

Supporting/Denying a Preliminary Plat

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

No, the Ordinance does not allow for RR2 in an RR5 district and therefor a replat of River Trail Road is no permitted.

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

No, the Ordinance does not allow for RR2 in an RR5 district and therefor a replat of River Trail Road is no permitted.



Subdivisions Application

Planning and Zoning Department

13888 Daggett Bay Rd, Crosslake, MN 56442

218.692.2689 (Phone) 218.692.2687 (Fax) www.cityofcrosslake.org

Includes Permit / Copies ~~\$765.00~~ \$1800 f#15 copies = \$1815
Receipt Number: 2500048 804043

Permit Number: 250005

Property Owner(s): Mike and Pamela Cunningham

Mailing Address: Michael D. & Pamela E
30188 Oceola Circle, Breezy Point, MN 56472

Site Address: Not Declared

Phone Number: 218-251-1806

E-Mail Address: mdc31916@gmail.com

Parcel Number(s): 14280604-14280607

Legal Description: Lots 9-12, Block 1, RIVER TRAIL ROAD.

Sec 28 Twp 137 Rge 26 ☐ 27 ☒ 28 ☐

Land Involved: Width: 1240 Length: 1320 Acres: 23.9

Lake/River Name: Pine River

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

If yes, list Parcel Number(s) 14280596-14280602

Authorized Agent: Kramer Leas DeLeo, PC

Agent Address: 1120 Industrial Park Road, Brainerd, MN 56401

Agent Phone Number: 218-829-5333

Signature of Property Owner(s) Michael Cunningham

Date 2-4-25

Signature of Authorized Agent(s) Paul Miller

Date 2-4-2025

- ☒ All applications must be accompanied by signed Certificate of Survey \$1800 f#15 copies = \$1815
- ☒ 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 PS Date 2-4-25 Land Use District RR5 River Lake-Class G0 Park, Rec, Lib yes

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

Development

8 From 4 parcels
Number of proposed lots

☐ Number of proposed outlots

Access

X

☐ Public Road For public Use

☐ Easement

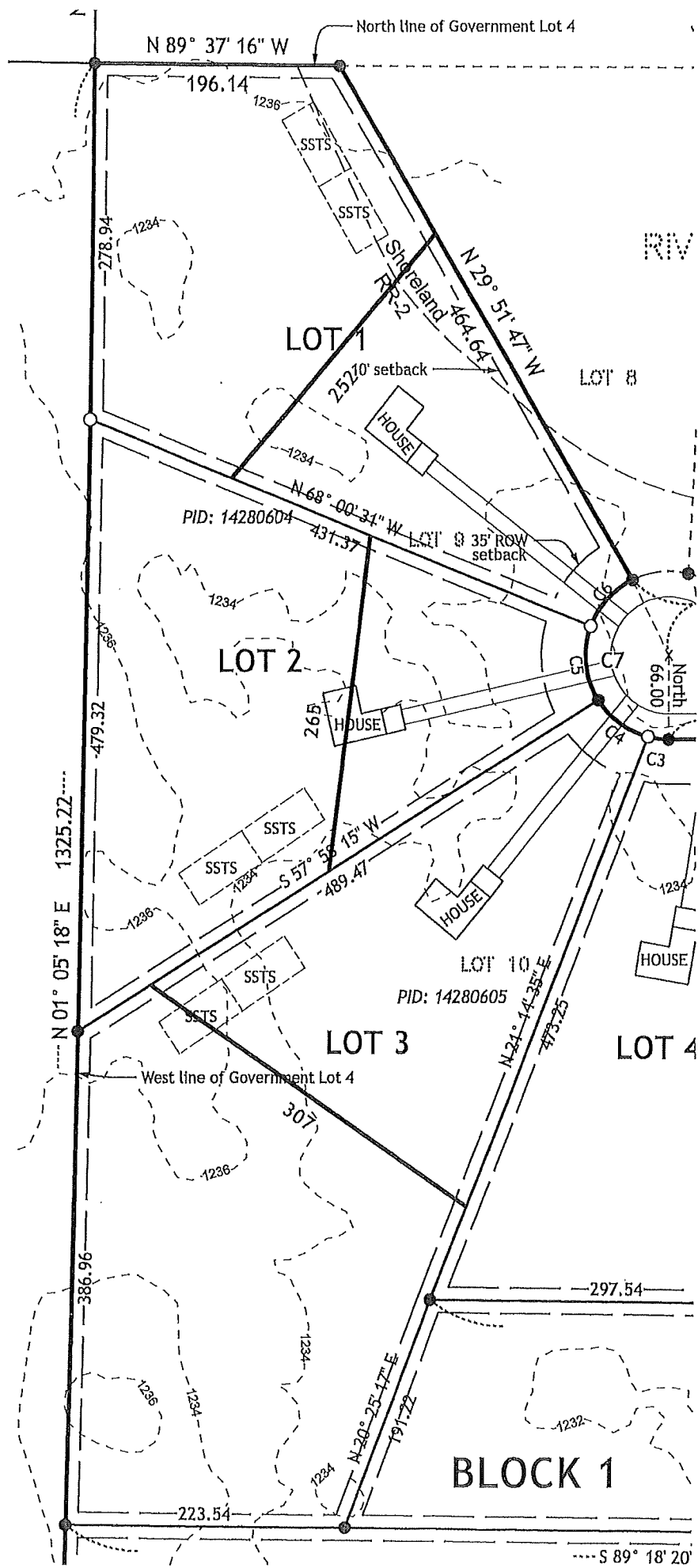
Easement recorded: ☐ Yes ☐ No

Septic

Compliance ☐

SSTS Design ☐

Site Suitability X





AUTHORIZED AGENT FORM

I hereby authorize (print) **Kramer Leas Deleo PC** to act
as my authorized agent in dealing with Crosslake to obtain the following:

☐ Land Use Permit ☐ Shoreland Alteration Permit
☐ Septic Permit ☒ Subdivision Approval
☒ Public Hearing ☒ Other Land Map Use Amend.

For the following property:

Site Address **NA**

Section # **28** Township #137 Range # ☐ 27 ☒ 28

Parcel Number(s) **14280604-14280607**

Four parcels

Recorded Document Number –Contract for Deed (If applicable)

Mike Cunningham

Mike Cunningham

10/22/24

Property Owner Signature

/ Printed Name

Date

218-251-1806

Property Owner Phone Number

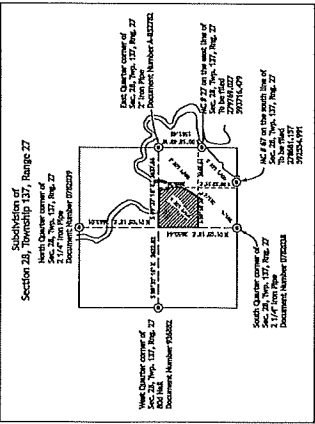
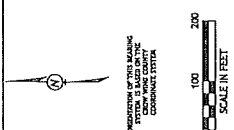
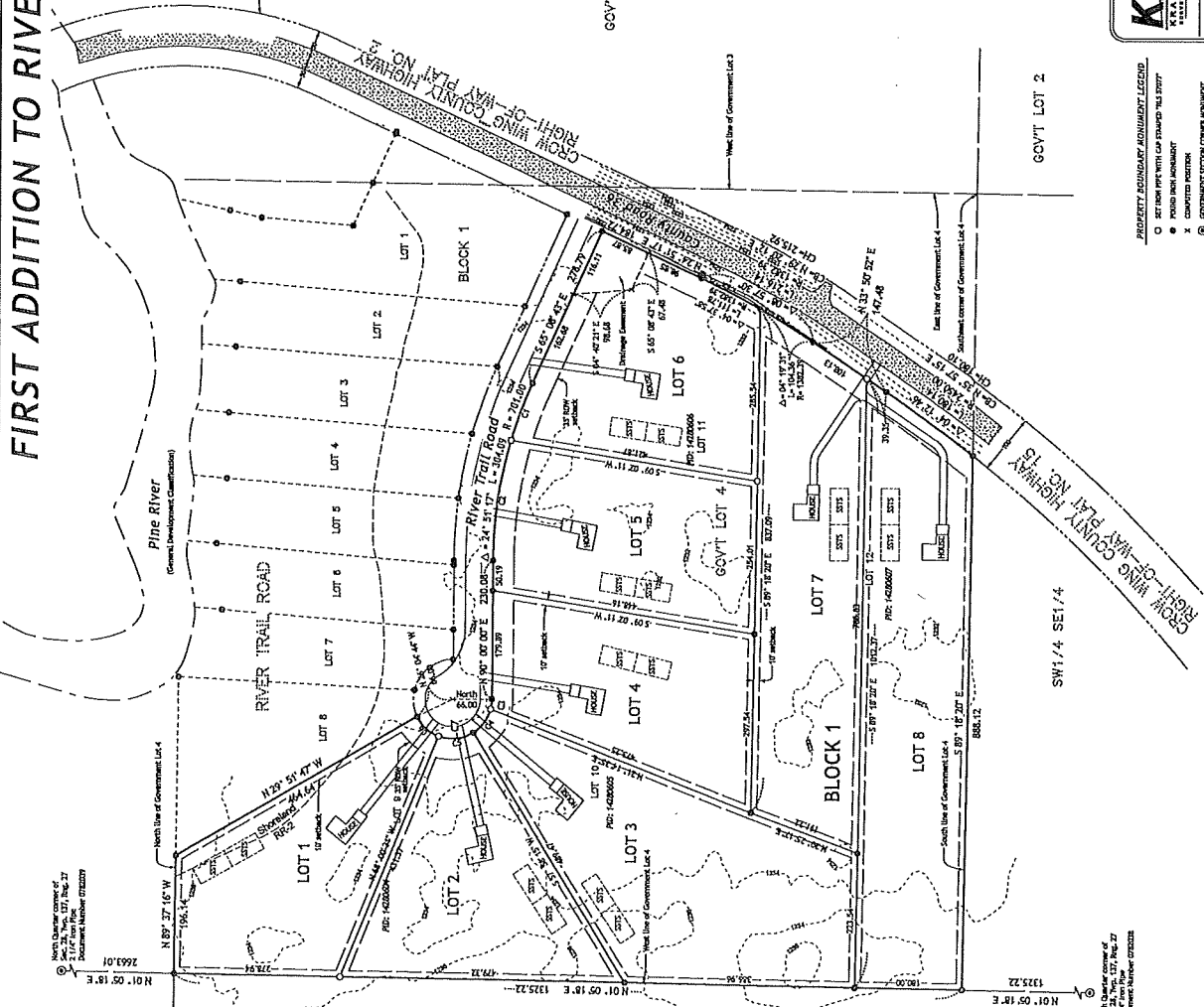
218-829-5333

Authorized Agent Phone Number

1120 Industrial Park Road, Brainerd, MN 56401

Authorized Agent's Mailing Address

FIRST ADDITION TO RIVER TRAIL ROAD



LOT	AREA	PERCENTAGE
1	1.00	100.00
2	1.00	100.00
3	1.00	100.00
4	1.00	100.00
5	1.00	100.00
6	1.00	100.00
7	1.00	100.00
8	1.00	100.00
9	1.00	100.00
10	1.00	100.00
11	1.00	100.00

LOT	AREA	PERCENTAGE
1	1.00	100.00
2	1.00	100.00
3	1.00	100.00
4	1.00	100.00
5	1.00	100.00
6	1.00	100.00
7	1.00	100.00
8	1.00	100.00
9	1.00	100.00
10	1.00	100.00
11	1.00	100.00

The property address for the subject property is:

Owner: Michael A. & Brenda Cunningham
Address: 3808 River Court, River Trail, MN 55772

The parcel number for the subject property is 1428604, 1428605, 1428606 and 1428607.

The current zoning classification for the subject property is Rural Residential 1 & 2, Single-Family Detached.

The subject property is located within the boundaries of the Crow Wing County Highway No. 2 and Crow Wing County Highway No. 15.

All easements and rights reserved by the Crow Wing County Highway No. 2 and Crow Wing County Highway No. 15.

This plat was prepared and filed by the Crow Wing County Highway No. 2 and Crow Wing County Highway No. 15.

The Crow Wing County Highway No. 2 and Crow Wing County Highway No. 15.

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The Crow Wing County Highway No. 2 and Crow Wing County Highway No. 15.

PROPERTY BOUNDARY MONUMENT RECORD
 SET FOR THE CITY OF ST. PAUL, MN
 MONUMENT RECORD
 SET FOR THE CITY OF ST. PAUL, MN

PROJECT NO. CUNNM2402

PRELIMINARY PLAT OF
 RIVER TRAIL ROAD
 Section 25, Township 137 North, Range 27 West
 Crow Wing County, Minnesota

Sheet No. 1 of 1

C. 12.

Crosslake Park, Recreation, and Library Commission Minutes

Wednesday March 26, 2025

Crosslake Community Center 9:00am

Present: Chair Peter Graves, Heather Jones, Mary Jo Fritsvold, Kera Porter, Joe Albrecht, Parks and Recreation Director TJ Graumann, Mayor Jackson Purfeerst

Not in attendance: Ann Schrupp, Kristin Graham

I. The meeting was called to order at 9:00 am

II. Approval of Minutes

Motion to approve minutes of February 2025 meeting.

Joe/Kera

Favor: All

Opposed: None

III. Old Business

A) Water Quality Discussion – Jeff Laurel was in attendance to discuss issues. (I missed most of this discussion due to being late, but did make it for the end and motion)
Motion to purchase two game cameras and equipment to install them on 2 ROW lake accesses for monitoring.

Kera/Mary Jo

Favor: All

Opposed: None

IV. New Business

A) HSIP Trail Project, Engineering Services – TJ received proposals from Widseth and Bolton and Menk. A representative from Bolton and Menk was in attendance to answer questions.

Motion to bring both proposals to City Council for consideration.

Joe/Peter

Favor: All

Opposed: None

B) Library Policy Update – Karen brought changes to the policy book for our review. We discussed the 10-book limit, the possible need for an advisory board or “Friends of the Library” group.

Motion to move the proposed changes to the City Council.

Mary Jo/Heather

Favor: All

Opposed: None

VI) Other Business

A) Updates

- i. Library – The library received a donation and a grant. Karen would like to update the science and biography section, replacing outdated books. She plans to use the \$2,000 for new books.
- ii. Programs/Activities – The read and play program is going well and continues to evolve. The T-ball numbers for the summer are not great, we will have mustang and colt teams. Sara will be doing the Fun in the Park program again this summer, it will be the third year of that program. TJ will be meeting with the master plan committee on April 9.

B) Comments from the commission – Joe wanted more info on the timeline and bids for engineering on the HSIP grant. We had some additional discussion on this. The fall festival is moving forward, TJ is working with the city on the food/vendor issue. The warming house will be used for a fire training exercise and burned down on March 27.

C) Pequot Lakes Community Education Update – Joell was not in attendance. TJ had an update. They liked our space for programs and will be adding more. For the summer there will be arts and crafts, a garden class, and a nature camp offered by community ed. Tumbling will return in the fall.

VII) Open Forum – None

VIII) Adjourn

Motion to adjourn at 9:56am.

Peter/Kera

Favor: All

Opposed: None

C. 13.

CITY OF CROSSLAKE
PUBLIC WORKS COMMISSION
MEETING MINUTES
MONDAY, APRIL 7, 2025
4:00 P.M. – CITY HALL

Pursuant to due notice and call the Public Works Commission held its regular monthly meeting on Monday, April 7, 2025, in City Hall. The following Commission Members were present: Tom Swenson, Mary Prescott, Dave Schrupp, Gordon Wagner. Absent: Tim Berg. Also in attendance were Public Works Director Pat Wehner, City Council Member Robin Sylvester & City Engineer Phil Martin.

The meeting was called to order at 4:00 P.M. by Tom Swenson.

A MOTION WAS MADE BY MARY PRESCOTT AND SECONDED BY DAVE SCHRUPP TO APPROVE THE MEETING MINUTES FROM MARCH 3, 2025.
A ROLL CALL VOTE CARRIED WITH ALL AYES.

Pat discussed the letter received from Simply Rustic Floral Design, Melissa Krueger requesting construction of a crosswalk from the new sidewalk on the north side of CSAH 3 to the south side accessing her building. Pat discussed this with the County Highway Department and they are not supportive of a Mid-Block crosswalk. If we were to pursue this project in the future the city would need to add this to the budget and to pay for it.

A MOTION WAS MADE BY TOM SWENSON AND SECONDED BY GORDON WAGNER TO RECOMMEND TO THE CITY COUNCIL THAT BASED ON INPUT FROM THE COUNTY, THAT THE CITY NOT PURSUE A CROSSWALK AT THIS LOCATION.
A ROLL CALL VOTE CARRIED WITH ALL AYES.

Pat reviewed The Shared Cost Agreement from the County. The city will only chipseal the road going through the public works facility and not adjacent areas. A discussion was held regarding the City paying the County \$90,000 for maintenance services. The Commission would like to see a breakdown of what we are receiving and what the County is providing.

Pat will provide more information at the next meeting.

Pat discussed the new City of Crosslake Tree Policy for 2025. The commission would like to review the policy and discuss this at next month's meeting.

Pat discussed quotes received for sealcoating trails. Mike Schaefer Sealcoating, LLC was the lowest bid at \$39,209.00 using a sand mixture in the sealcoat. Another quote using aggregate chips came in at \$107,000. Phil and Pat agreed that we should hire Mike Schaefer Sealcoating.

The budget for chip sealing the Daggett Pine Road and West Shore Drive trails is \$60,000. Tom mentioned if we have the project under construction and it's under budget, that we consider having them look into the need for crackfilling West Shore Drive. Pat was asked to request a quote from Schaffer Sealcoating to crackfill West Shore Drive.

A MOTION WAS MADE BY DAVE SCHRUPP AND SECONDED BY MARY PRESCOTT TO RECOMMEND TO THE CITY COUNCIL TO PROCEED WITH THE QUOTE FROM MIKE SCHAEFER SEALCOATING, LLC FOR CRACKFILLING AND SEALING THE TRAILS ON WEST SHORE DRIVE AND DAGGETT PINE ROAD. A ROLL CALL VOTE CARRIED WITH ALL AYES.

Pat and Phil had no update on the parking lot and road accessing the proposed Bar Stock building. Bill Reed hasn't provided any plans yet. He will need to provide us with specs and plans before they can start. Discussion will be brought up at the next meeting.

Phil discussed Year 2, 2025 Road Construction Improvement Projects and stated that the bids came in under budget and lower than he expected. He discussed a Mock Assessment on the buildable lots involved in the project and noted there are quite a few non-conforming lots in Crosslake.

He will discuss this with Planning & Zoning Director Paul Satterlund.

Phil would like to review the benefits and formulas being used for 2 acre lots in the Nagel appraisal. The Bituminous bid for the mil and overlay came in at \$486,018.70. The mock assessment roll using the low end of the benefit range (\$2,500.00) would generate approximately \$600,000.00.

Final assessments should be completed by mid-August or September when actual costs are available. Roads will have some minor delays but will remain open during construction. Discussion was held regarding an inflation adjustment to the assessments and that a letter should be sent to affected property owners updating them on the project and providing a range of what the final assessment could be. Phil was asked to update the mock assessment for the May meeting using \$2,000.00 per lot for the assessment.

Harbor Lane bids were received with the lowest bid provided by DeChantal Excavating in the amount of \$519,068.99. Phil stated that they are a solid paving contractor. We are waiting to receive signed storm water easements from Kavanaugh and Arvig. Phil anticipates they will sign and return them in mid-April.

A MOTION WAS MADE BY TOM SWENSON AND SECONDED BY DAVE SCHRUPP TO RECOMMEND TO THE CITY COUNCIL TO PROCEED WITH THE BID FROM DECHANTAL EXCAVATING IN THE AMOUNT OF \$519,068.99 FOR THE 2025 HARBOR LANE ROAD AND TRAIL IMPROVEMENTS. A ROLL CALL VOTE CARRIED WITH ALL AYES.

Phil discussed the Private Development Road (Cunningham) and stated he mailed out a letter to them and is waiting for a response. He will have an update at next month's meeting.

A MOTION WAS MADE BY DAVE SCHRUPP AND SECONDED BY TOM SWENSON
TO ADJOURN THE MEETING AT 5:05 P.M.
A ROLL CALL VOTE CARRIED WITH ALL AYES.



Sharyl Murphy
Deputy Clerk/City Treasurer

C. 14.

RESOLUTION 25-__
TO ADOPT FOR RENEWAL EXISTING LIQUOR LICENSE
ESTABLISHMENTS FOR 2025-2026

WHEREAS, the City of Crosslake does hereby resolve to adopt the Liquor License Renewals of establishments licensed in 2024-2025 for the licensing year 2025-2026:

ON SALE (INTOXICATING) - \$1500

Andy's
Crosswoods Golf Course
Dark Horse Brew
Mad Rabbits
Maucieri's
Ox Lake Tavern
Patrick's Cedar Chest
Riverside Tavern
The Wharf

OFF-SALE (INTOXICATING) - \$100

Andy's
Barstock Liquors
Maucieri's
Moonlite Square
Riverside Tavern
The Wharf

CLUB

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

SUNDAY (INTOXICATING) - \$200

Andy's
Crosswoods Golf Course
Dark Horse Brew
Mad Rabbits
Maucieri's
Ox Lake Tavern
Patrick's Cedar Chest
Riverside Tavern
The Wharf

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, 2025 – June 30, 2026, at a Regular Council Meeting on the 12th day of May, 2025, 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 – _

Lori A. Conway
City Administrator

Jackson Purfeerst
Mayor

F.I.R.E.

12137 Northgate Lane

PO Box 810

Crosslake, MN 56442

INVOICE

C.15.

DATE	INVOICE #
4/23/2025	7445

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

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

2025 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
4/23/25	Aerial Operations Relay Pumping Wednesday April 23, 2025 1900 Instructor: Tim Holmes	650.00	650.00
Thank You For Your Business.		TOTAL	\$650.00

STATE OF MINNESOTA)

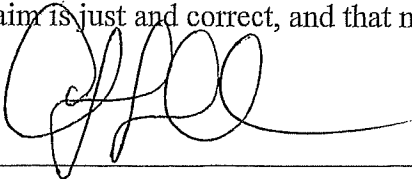
COUNTY OF CROW WING)

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

- 1) I am the Fire Chief of the City of Crosslake, Minnesota.
- 2) On 4/23/25, the following services were furnished by F.I.R.E. to the City of Crosslake: Training for Crosslake Fire Department Continuing Education.
- 3) The price for such services was \$ 650⁰⁰ and is reimbursed through Minnesota Board of Firefighting Training and Education (MBFTE).
- 4) At the time, such services were furnished to the City, I had the following personal financial interest in this contract: I am the owner of F.I.R.E.

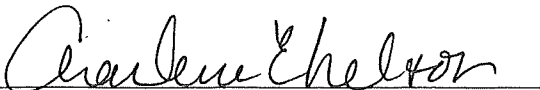
To the best of my knowledge and belief, the contract price is as low as, or lower than the price at which the services could be obtained from other sources.

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

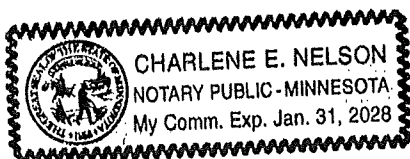


Chip Lohmiller, Fire Chief

Subscribed and sworn to before me this 23 day of April, 2025.



Notary



C.16.

BILLS FOR APPROVAL

May 12, 2025

VENDORS	DEPT		AMOUNT
Ace Hardware, oil pan, funnel	Park		10.42
Ace Hardware, spray paint	Park		1.99
Ace Hardware, propane	PW		53.99
Ace Hardware, rakes	PW		44.98
Ace Hardware, ground receptacle	PW		1.92
Ace Hardware, screws, washers	Park		44.78
Ace Hardware, spray paint	Park		8.59
Ace Hardware, brush	Park		13.99
Ace Hardware, washers	Park		5.88
Ace Hardware, wire rope clip	Park		5.72
Ace Hardware, hardware	PW		17.32
Ace Hardware, batteries	PW		23.99
Ace Hardware, spray paint, bit set	PW		43.46
Ace Hardware, janitorial supplies	Park		4.73
Ace Hardware, connectors	Police		7.75
Ace Hardware, tape measures	PW		32.98
Ace Hardware, hardware	PW		11.69
Ace Hardware, janitorial supplies	Police		28.98
Ace Hardware, paint pen	Police		10.79
Ace Hardware, potting mix	Park		19.00
Ace Hardware, bird food	Park		61.16
Ace Hardware, rebar	PW		75.21
Ace Hardware, tape, spray paint	PW		38.02
Ace Hardware, ball mount reducer, hardware	PW		61.77
Ace Hardware, sockets	PW		38.04
Ace Hardware, roller	PW		6.29
Ace Hardware, pickup tool	Park		30.59
American Legion, flags	Gov't		990.00
Applied Concepts, radar unit	Police		3,193.00
Aspen Mills, patches	Fire		819.00
AT&T, cell phone and ipad charges	ALL		1,137.51
Baker & Taylor, books	Library		55.13
Banyon, utility billing support	Sewer		1,255.00
BCA, background check	Park		30.00
BLAEDC, annual meeting	Admin		30.00
Cheryl Stuckmayer, uniform reimbursement	PZ		498.97
City of Crosslake, sewer utilities	ALL		260.00
Civic Plus, codification service	Gov't		971.25
Clifton Larson Allen, billing #5 2024 audit	Gov't		20,546.25
Council #65, union dues	Gov't		494.88
Crosslake Sheetmetal, automated bypass system	Fire		5,349.00
Crow Wing County, address assignment	Gov't		25.00
Crow Wing County, address assignments	Gov't		125.00
Crow Wing County, tif annual certification	Gov't		100.00
Crow Wing County Highway Dept, fuel	ALL		3,176.79

Crow Wing County Recorder, filing fees	PZ		230.00
CTC, web hosting	Gov't		10.00
Culligan, water and cooler rental	ALL		396.60
Dacotah Paper, janitorial supplies	Park		158.81
Delta Dental, dental insurance	ALL		2,198.03
Demco, bookshelf dividers	Library		293.04
Digital Ink, signs	Park		295.00
DSC Communications, batteries	Fire		170.00
Duet Resource Group, overhead cabinets, tackboard	Admin		1,410.20
Federal Signal Corp, civil sirens	Gov't		40,050.00
Galls, uniform	Police		272.64
Galls, uniform	Police		357.16
Galls, uniform	Police		66.98
Hawkins, chemicals	Sewer		2,045.60
Heartland Animal Rescue, monthly impond fees	Police		366.75
Hillcor Plumbing, replace pressure tanks, flanges	Park		1,486.86
In Control, filter backwash changes	Sewer		1,820.00
Jen LeBlanc, mileage reimbursement	Police	pd 4-21	74.48
Jims Electric, replace sofft light	Fire		374.50
Josh Runksmeier, uniform reimbursement	Park		164.95
Kirvida Fire, coolant leak repair, compressor repair, install outlet	Fire		1,463.38
Lakes Area Wildlife, animal control services	Gov't		1,200.00
Lori Conway, reimburse for election supplies	Election	pd 4-21	247.95
Lori Conway, reimburse for employee recognition	Gov't		12.27
Mastercard, Adobe, monthly premium	Police		21.46
Mastercard, Amazon, prime monthly premium	Gov't		14.99
Mastercard, Amazon, copy paper	Park		43.99
Mastercard, Amazon, pliers, scissors	Election		12.01
Mastercard, Amazon, cord concealer	Park	pd 4-24	10.99
Mastercard, Amazon, storage box	Park	pd 4-24	34.98
Mastercard, Amazon, cable, usb hub	Police		41.93
Mastercard, Amazon, fabric glue	Park		8.99
Mastercard, Amazon, ink	Fire		66.89
Mastercard, Best Western, lodging	Police		621.50
Mastercard, Blauer, uniform	Police	pd 4-24	121.95
Mastercard, Column Support, ordinance 399	Gov't		50.32
Mastercard, Column Support, meeting notice of 4/23/25	PZ		41.82
Mastercard, Column Support, ordinance 400	Gov't		39.02
Mastercard, Column Support, ordinance 401	PZ		47.52
Mastercard, Column Support, meeting notice of 5/23/25	PZ		46.75
Mastercard, Cub, election supplies	Election		27.66
Mastercard, Cub, election supplies	Election		75.87
Mastercard, Danner, uniform	Police	pd 4-24	230.00
Mastercard, Docusend, email bills	Sewer		25.00
Mastercard, Dropbox, monthly premium	Gov't		54.00
Mastercard, Eagle Engraving, employee recognition	Fire		385.95
Mastercard, Fleet Farm, sickle sections	PW		126.16
Mastercard, Fleet Farm, forged guard, wear plate	PW		100.27
Mastercard, iREAD, reading activity logs, stickers, bookmarks	Library		66.30
Mastercard, MAPET, conference registration	Police		225.00
Mastercard, Microsoft, monthly premium	Fire		17.72

Mastercard, MN T's, uniform	Police		185.00
Mastercard, Modlite, uniform	Police		431.60
Mastercard, Moonlite Bay, election	Election		45.20
Mastercard, NRPA, training	Park		105.00
Mastercard, Optics Planet, holster accessory	Police		63.33
Mastercard, Optics Planet, tact team	Police		194.40
Mastercard, POST Board, license renewal	Police	pd 4-24	90.00
Mastercard, Post Office, postage	Police		10.50
Mastercard, Raffertys, election	Election		52.61
Mastercard, WSPG, barricade tape, uniform	Fire	pd 4-24	193.19
Mastercard, Zoom, monthly premium	Gov't		65.99
Medica, health insurance	ALL		33,947.63
Menards, janitorial supplies, hardware	Pk/PW		203.32
Met Life, disability insurance	ALL		241.07
Met Life, life insurance	ALL		355.92
Met Life, vision insurance	Gov't		104.40
Metro Sales, copier lease	Police		52.26
Metro Sales, copier lease	Park		232.66
Mid MN Drug Testing, random drug test	PW		55.00
Midwest Machinery, blades	Park		128.83
MN Fire Service Certification Board, exams	Fire		262.00
MN NCPERS, life insurance	Gov't		64.00
MNPEA, union dues	ALL		336.00
Moonlite Square, fuel	Park		8.21
Motorola, wireless rsm, charger	Police		592.20
Motorola, radios	Fire		11,833.28
MR Sign, street name sign	PW		103.29
MR Sign, license number signs	Gov't		242.80
MR Sign, license number signs	Gov't		61.30
MR Sign, license number signs	Gov't		831.10
Napa, 30 qt non-deter	Sewer		61.56
Napa, filters, wiper blades	Police		68.96
Napa, air freshener	Police		8.45
Napa, battery	Park		280.46
Napa, battery	Park		281.57
Napa, battery	PW		292.23
Napa, trailer ball, mount	PW		93.70
Napa, trailer ball, mount	PW		91.75
Nelson Sanitation, pump holding tank	Sewer		3,962.16
Neu Life Construction, asphalt roof repair insurance claim	Park		55,633.50
Northwoods Auto, oil change, tire rotation	Sewer		115.49
Northwoods Auto, oil change, tire rotation	PW		136.97
Northwoods Auto, tires, oil change	PW		1,644.14
Northwoods Auto, tire sensor, oil change, tire rotation	PW		223.10
Northwoods Auto, oil change	PW		95.49
Pine River Area Sanitary District, treatment of biosolids	Sewer		5,093.65
Quadient Financing, postage meter refill	ALL	pd 4-23	700.00
Ratwik Roszak Maloney, legal fees	ALL		9,906.40
Reeds Market, special meeting	PZ		29.22
Reeds Market, employee recognition	Gov't		119.98
Safety First Playground, playground safety surfacing	Park		2,675.00

Studio Wraps, squad graphics	Police		650.00
Symbol Arts, badges	Police		372.50
Teamsters, union dues	Police		388.00
The Office Shop, minute notebooks	ALL		34.53
The Office Shop, minute paper, report covers	Admin		191.85
Tractor Supply, bolt nuts	PW		25.76
Tri County Septic, septic designs, inspections	PZ		280.00
US Bank, copier lease	ALL		165.00
Vestis, mat service	PW	pd 4-23	78.69
Vestis, mat service	PW		78.69
Vestis, mat service	PW		78.69
Visu Sewer, tap reinstatement	Sewer		5,850.00
Waste Partners, trash removal	ALL		541.71
Xcel Energy, gas utilities	ALL		1,795.87
Xtona, i.t. services	ALL		3,156.00
TOTAL			243,778.21

D.
1.

Lori Conway

From: Jen Elleraas <jenelleraas@gmail.com>
Sent: Thursday, May 8, 2025 6:53 PM
To: Lori Conway; Jackson Purfeerst
Cc: chief1@crosslake.net; jory.danielson; Caitlin Malin
Subject: Recognition of Crosslake Fire Department's Leadership in the Second Annual Women's Fire Expo

Dear Mayor Purfeerst and Administrator Conway,

I hope this message finds you both well.

I'm writing to formally acknowledge and commend the outstanding leadership and commitment of the Crosslake Fire Department in hosting, helping organize, and supporting the Second Annual Women's Fire Expo on behalf of the Cuyuna Range Fire Chiefs Association.

Fire Chief Chip Lohmiller, Deputy Chief Jory Danielson, and Firefighter Caitlin Malin each served on the planning committee and played pivotal roles in the success of this event. Chief Lohmiller has championed this initiative from the beginning in his role as Region 5 President, demonstrating unwavering support for women in the fire service and a strong commitment to advancing recruitment strategies. His mentorship and leadership continue to drive innovation throughout the region and the state.

Deputy Chief Danielson was instrumental in the grassroots effort to bring the Expo to life and has been a consistent advocate for strengthening recruitment within the fire service. Firefighter Caitlin Malin brought valuable insight and dedication to the planning committee, along with her creative talents in developing and managing the event's website.

On the day of the event, Firefighter Sunny Kosloski and EMT Teresa Haines joined these leaders and generously contributed their time to teach and mentor attendees—further highlighting the department's strong commitment to community engagement, recruitment, and career growth in the fire service.

Under Chief Lohmiller's leadership, the Crosslake Fire Department is setting a high standard for firefighter recruitment—not only in your city and the county, but across the entire region and state. Their

participation in this innovative effort ensures our departments are well-staffed and our communities are served with excellence. Their work deserves recognition and appreciation at the highest levels.

As a fellow fire chief in Crow Wing County and Region 5, I am incredibly proud to have Crosslake Fire as a partner in this important and inspiring initiative.

Warm regards,

Jen

Jen Elleraas
Assistant Fire Chief
Garrison Fire and Rescue

***You're Invited—
Crow Wing County Informational Workshop***

Date: Wednesday, June 4th

Time: 8:30 A.M.

Place: The Gathering Event Center

34212 County Rd 3

Crosslake, MN 56442

Guest Speakers include:

Deborah Erickson, Crow Wing County Administrator

Reflections on today's State and National legislative environment and the ability of Crow Wing County to address the challenges and opportunities.

Jon Lubke, District 8 County Commissioner

Review of the growth in Crow Wing County, his responsibilities as an elected official and our role as good partners

Tim Bray, Crow Wing County Highway Engineer,

Review of the 5-year CWC road plan for our areas and Crow Wing County's role in the future growth of trails, and safe roads.

Hosted by Crosslake Economic Development and
Brainerd Lakes Area Economic Development Corporation

A light breakfast will be served.



D. 3.

(FOR USE BY LOCAL JURISDICTIONS)

APPLICATION / PERMIT OUTDOOR
PUBLIC FIREWORKS DISPLAY

Applicant instructions:

1. This application is for an **outdoor** public fireworks display only and is **not** valid for an indoor fireworks display.
2. This application must be completed and returned at least 15 days prior to date of display.
3. Fee upon application is \$ _____ and must be made payable to _____

Name of Applicant (Sponsoring Organization): Crosswoods Development LLC

Address of Applicant: PO Box 37, Crosslake MN 56442

Name of Applicant's Authorized Agent: Tracy Wright North Star Fireworks

Address of Agent: 701 Charles St, Brainerd MN 56401

Telephone Number of Agent: 612-743-3512 Date of Display: 6/14/25 Time of Display: 6pm-11pm

Location of Display: Crosslake Town Square

Manner and place of storage of fireworks prior to display: ATF approved bunker

Type and number of fireworks to be discharged: 1.4 class cakes

**MINNESOTA STATE LAW REQUIRES THAT THIS DISPLAY BE CONDUCTED UNDER THE DIRECT
SUPERVISION OF A PYROTECHNIC OPERATOR CERTIFIED BY THE STATE FIRE MARSHAL.**

Name of Supervising Operator: Troy Wright

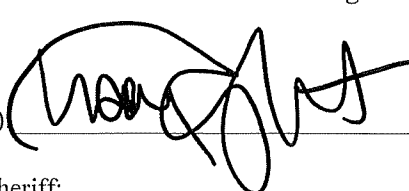
Certificate No.: 1071

Required attachments. The following attachments must be included with this application:

1. Proof of a bond or certificate of insurance in amount of at least \$ see attached
(Suggested Amount: \$1.5 million minimum)
2. A diagram of the ground at which the display will be held. This diagram (drawn to scale or with dimensions included) must show the point at which the fireworks are to be discharged; the location of ground pieces; the location of all buildings, highways, streets, communication lines and other possible overhead obstructions; and the lines behind which the audience will be restrained.
3. Names and ages of all assistants that will be participating in the display. n/a

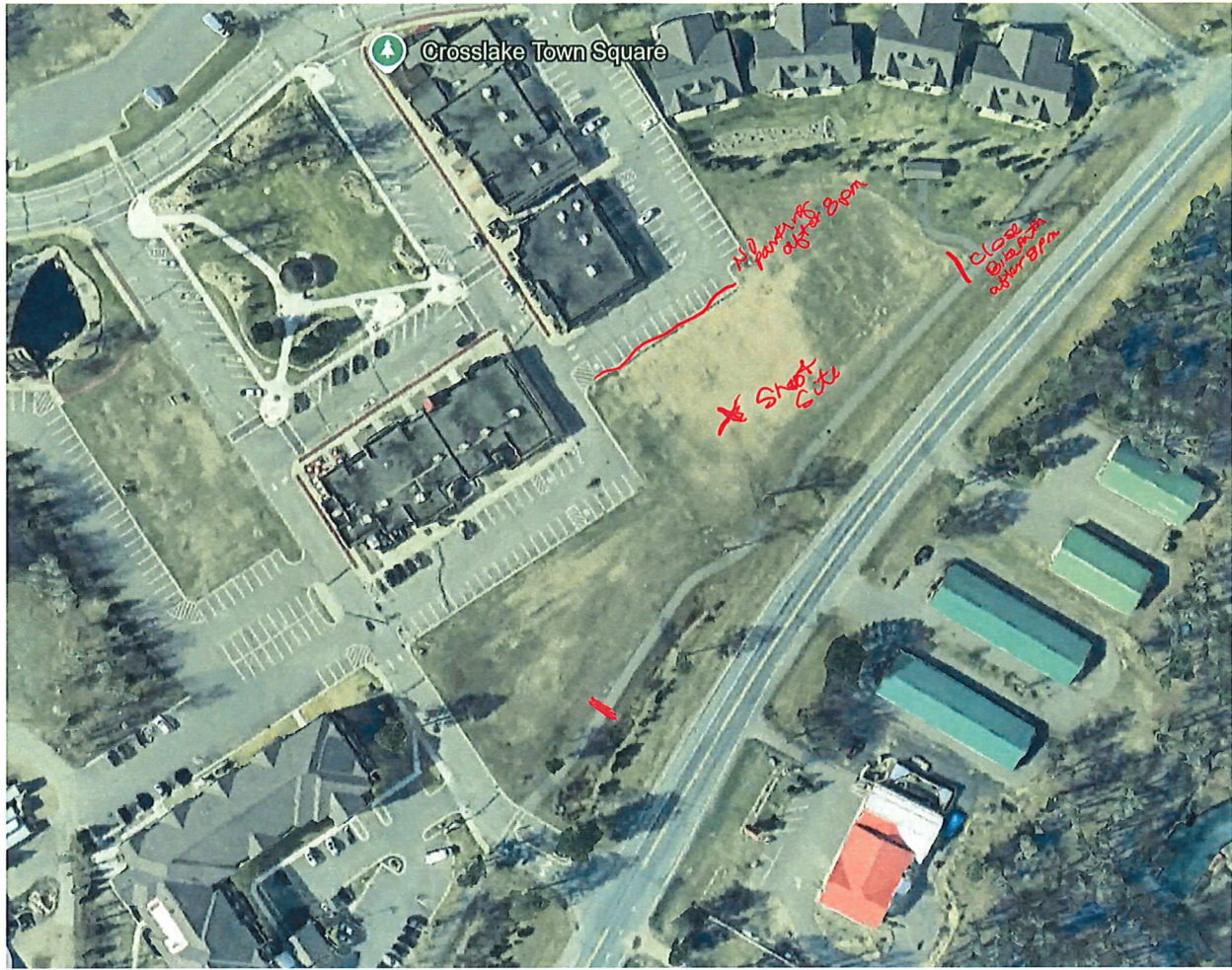
The discharge of the listed fireworks on the date and at the location shown on this application is hereby approved, subject to the following conditions, if any:

I understand and agree to comply with all provisions of this application, MN Statute 624.20 through 624.25, MN State Fire Code, National Fire Protection Association Standard 1123 (2006 edition), applicable federal law(s) and the requirements of the issuing authority and will ensure that the fireworks are discharged in a manner that will not endanger persons or property or constitute a nuisance.

Signature of Applicant (or Agent)  Date: 4/30/25

Signature of Fire Chief/County Sheriff: _____ Date: _____

Signature of Issuing Authority: _____ Date: _____





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
4/30/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Ryder Rosacker McCue & Huston (MGD by Hull & Company) 509 W Koenig St Grand Island NE 68801	CONTACT NAME: Kristy Wolfe		
	PHONE (A/C, No, Ext): 308-382-2330	FAX (A/C, No): 308-382-7109	
	E-MAIL ADDRESS: kwolfe@ryderinsurance.com		
INSURED North Star Fireworks LLC 701 Charles St Brainerd MN 56401	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : SCOTTSDALE INS CO		41297
	INSURER B :		
	INSURER C :		
	INSURER D :		
	INSURER E :		
	INSURER F :		

COVERAGES **CERTIFICATE NUMBER:** 448804556 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC			CPS4078491	9/24/2024	9/24/2025	EACH OCCURRENCE \$ 1,500,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,500,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				<input type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Regarding the General Liability coverage, Waiver of Subrogation applies to the entities listed below per attached form CG 24 04 when required by written agreement.
Regarding the General Liability coverage, Blanket Additional Insured applies to the entities listed below per attached form GLS-150s when required by written agreement.
Display date: 6/14/25
Crosswoods Development LLC
City of Crosslake

CERTIFICATE HOLDER Crosswoods Development LLC PO Box 37 Crosslake MN 56442	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	--

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POLICY NUMBER:

COMMERCIAL GENERAL LIABILITY
CG 24 04 05 09

WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US

This endorsement modifies Insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

Name Of Person Or Organization:

Any person or organization with whom the insured has agreed to waive rights of recovery, provided such agreement is made in writing and prior to the loss.

Additional Premium is Included

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The following is added to Paragraph 8. **Transfer Of Rights Of Recovery Against Others To Us** of Section IV - Conditions:

We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazard". This waiver applies only to the person or organization shown in the Schedule above.

Scottsdale Indemnity Company

**ENDORSEMENT
NO. _____**

ATTACHED TO AND FORMING A PART OF POLICY NUMBER	ENDORSEMENT EFFECTIVE DATE (12:01 A.M. STANDARD TIME)	NAMED INSURED	AGENT NO.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BLANKET ADDITIONAL INSURED ENDORSEMENT

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

With respect to this endorsement, **SECTION II—WHO IS AN INSURED** is amended to include as an additional insured any person or organization whom you are required to add as an additional insured on this policy under a written contract, written agreement or written permit which must be:

- a. Currently in effect or becoming effective during the term of the policy; and
- b. Executed prior to the "bodily injury," "property damage," or "personal and advertising injury."

The insurance provided to these additional insureds is limited as follows:

1. That person or organization is an additional insured only with respect to liability for "bodily injury," "property damage" or "personal and advertising injury" caused, in whole or in part, by:
 - a. Your acts or omissions; or
 - b. The acts or omissions of those acting on your behalf.

A person's or organization's status as an additional insured under this endorsement ends when your operations for that additional insured are completed.

2. With respect to the insurance afforded to these additional insureds, the following exclusions are added to item 2. **Exclusions of SECTION I—COVERAGES:**

This insurance does not apply to "bodily injury," "property damage" or "personal and advertising injury" occurring after:

- a. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
 - b. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.
3. The limits of insurance applicable to the additional insured are those specified in the written contract, written agreement or written permit or in the Declarations for this policy, whichever is less. These limits of insurance are inclusive of, and not in addition to, the Limits of Insurance shown in the Declarations for this policy.
 4. Coverage is not provided for "bodily injury," "property damage," or "personal and advertising injury" arising out of the sole negligence of the additional insured.
 5. The insurance provided to the additional insured does not apply to "bodily injury," "property damage," or "personal and advertising injury" arising out of an architect's, engineer's or surveyor's rendering of or failure to render any professional services including:

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- a. The preparing, approving or failing to prepare or approve maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; and
 - b. Supervisory, inspection, architectural or engineering activities.
6. Any coverage provided hereunder will be excess over any other valid and collectible insurance available to the additional insured whether primary, excess, contingent or on any other basis unless a

written contract specifically requires that this insurance be primary.

When this insurance is excess, we will have no duty under **SECTION I—COVERAGES** to defend the additional insured against any "suit" if any other insurer has a duty to defend the additional insured against that "suit." If no other insurer defends, we will undertake to do so, but we will be entitled to the additional insured's rights against all those other insurers.

AUTHORIZED REPRESENTATIVE

DATE

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D.5.

City of Crosslake

RESOLUTION 25-____

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
George Riches	\$1,000.00	Fire Department
Sonia Slack	14.75 hours of Service	Special Primary Election

; and

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

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

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

Passed this 12th day of May, 2025.

Jackson Purfeerst
Mayor

ATTEST:

Lori A. Conway
City Administrator (SEAL)

E. 1.

To: Mayor and City Council Members
Fr: Lori A Conway, City Administrator
Da: April 24, 2025
Re: Managed IT Service for Disaster Recovery

It has been brought to the attention that our Datto backup and recovery that we have been invoiced for is reaching its max capacity of 2 Terabytes – we are within 10% of full capacity. To upgrade to 3 Terabytes the cost increase would be \$80/month + one time fee of \$600 for labor. In reality this would get us by for another 1 year maybe 1.5 years. I believe we should upgrade to 4 Terabytes today and not incur another \$600 labor fee. By upgrading I was able to get under the free hardware upgrade a value of \$2,750.

I will be breaking the \$150 into the 3 accounts we already split our bill out of General Administration, Planning and Zoning and Sewer. However, to accommodate for this years expense we will use the following:

101-41400-500	\$50.00/month @ 7 months = \$350 (Capital Outlay Budget)
101-41910-500	\$50.00/month @ 7 months = \$350 (Capital Outlay Budget)
601-43200-433	\$50.00/month @ 7 months = \$350 (Dues & Subscriptions)



Managed IT Service Proposal for City of Crosslake

Attachment	B
Created	4/7/25
Quote Expires	5/7/25

Contract Agreement Terms (pursuant to the Master Services Agreement)

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

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

3rd Party Supplemental Items				
Supplemental Item	One Time Cost	Monthly Cost	Qty	Notes
#N/A				
Totals				

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

General Notes and Comments

<p>Labor will be a fixed fee.</p> <p>Xtona will provide the following:</p> <ul style="list-style-type: none"> - Order and configure new datto device - Remove old device and install new device onsite (City Hall) - Verify backups are running correctly <p>This will be replacing the S4B2 device which is backing up the COC-APPS01, COC-DC01 & ftp servers.</p>
--

Customer Information	
Contacts	
Primary Contact	Lori Conway
Contact Phone	218-692-9803
Contact Email	lconway@cityofcrosslake.org

Devices			
Supported Devices		Servers	
		Sites	

Agreement of Terms

Any tasks, incidents, or projects performed outside of this scope will be billed at \$150/hr and will be approved by the customer prior to execution. Any items that require on-site work will be billed at \$150/hr plus expenses, if applicable. Increases in per-month-per-user seat licenses will be trued up as those quantities are increased.

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

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

Alpenglow Technologies, LLC d/b/a XTONA

Kelvin Daniels
Name
Title
Signature
Date

City of Crosslake

Lori Conway
Customer
<i>City Administrator</i>
Title
<i>Lori Conway</i>
Signature
<i>4-24-25</i>
Date


Managed IT Service Proposal for City of Crosslake

Attachment	B
Created	4/7/25
Quote Expires	5/7/25

Contract Agreement Terms (pursuant to the Master Services Agreement)

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

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

XTONA Pricing Structure				
Item	One Time Cost	Monthly Cost	Qty	Notes
X Data Continuity Hardware	\$0.00		1	Free hardware - saving \$2,750
X Data Continuity		\$540.00	1	4TB device, increase of \$150/month
Labor	\$600.00		1	Fixed fee
Totals	\$600.00	\$540.00		

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

3rd Party Supplemental Items				
Supplemental Item	One Time Cost	Monthly Cost	Qty	Notes
#N/A				
Totals				

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

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

General Notes and Comments

Labor will be a fixed fee.

Xtona will provide the following:

- Order and configure new datto device
- Remove old device and install new device onsite (City Hall)
- Verify backups are running correctly

This will be replacing the S4B2 device which is backing up the COC-APPS01, COC-DC01 & ftp servers.

Customer Information	
Contacts	
Primary Contact	Lori Conway
Contact Phone	218-692-9803
Contact Email	lconway@cityofcrosslake.org

Devices			
Supported Devices		Servers	
		Sites	


Agreement of Terms

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
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Alpenglow Technologies, LLC d/b/a XTONA

Kelvin Daniels
Name
Director of Sales
Title
<div>DocuSigned by:</div> 
Signature
4/24/2025
Date

City of Crosslake

Lori Conway
Customer
City Administrator
Title
<div>Signed by:</div> 
Signature
4/24/2025
Date

TO: Mayor and Councilmembers

FR: Lori Conway

DA: May 1, 2025

RE: Deputy Clerk/Treasurer removal from MNPEA to AFSCME Union

During the past few months, AFSCME Union petitioned the BMS to determine whether the position of Deputy Clerk/Treasurer is properly considered a “Confidential” position. This determination is only relevant as to what bargaining unit it should be included in. As you know, MNPEA represents the supervisors/confidential employees, and AFSCME represents the remaining City employees.

Under PELRA, an employee is only considered to be confidential if they meet one of two requirements: 1) they must be “required to access and use labor relations information,” or 2) they must “actively participate” in meeting and negotiating on behalf of the public employer. Minn. Stat. 179A.03, subd. 4.

The Deputy Clerk/Treasurer position does not meet and negotiate on behalf of the City. As such, the only possible way of establishing this position to be confidential is to prove that the position is “required” to access and use labor relations information, which is defined as meaning “management positions on economic and noneconomic items that have not been presented during the collective bargaining process or interest arbitration, including information specifically collected or created to prepare the management position.” Minn. Stat. 13.371, subd. 1(c).

Nothing in the position description requires the Deputy Clerk/Treasurer to access and use labor relations information. In fact, when this position description was amended in November of 2024, language regarding access and use of labor relations information was removed from the position description. While the position description provides that the Deputy Clerk/Treasurer is required to provide backup to the City Clerk during the Clerk’s absence (the City Clerk position is confidential). During the BMS investigation of this matter, we raised the fact that the position is expected to provide backup to a confidential position, but we were informed this week that AFSCME will not withdraw its Petition and it requesting a formal hearing to determine whether the Deputy Clerk/Treasurer should be in its unit, rather than MNPEA.

Upon advice of counsel, we will seek to resolve this matter by stipulating that the Deputy Clerk/Treasurer position is not confidential. This will avoid the time and expense of a hearing that will be an uphill fight and, even if the City were to prevail, it would merely mean that the Deputy Clerk/Treasurer is in one unit compared to another.

ORDINANCE NO. ____
AN ORDINANCE AMENDING CHAPTER 4 OF THE CITY CODE RELATING TO
SPECIAL EVENTS LIQUOR LICENSES
FOR THE CITY OF CROSSLAKE
COUNTY OF CROW WING
STATE OF MINNESOTA

The following is the official summary of Ordinance No. ____, approved by the City Council of the City of Crosslake on the 12th of May, 2025.

The purpose of this ordinance is to amend the City Code to allow the issuance of a special events liquor license at community festivals and to require hiring of police officer at events of 50 or more people.

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

Passed and approved by __/5ths vote of the City Council this 12 day of May, 2025.

Jackson Purfeerst, Mayor

ATTEST:

Lori A. Conway, City Administrator

ORDINANCE NO. ____
AN ORDINANCE AMENDING CHAPTER 4 OF THE CITY CODE RELATING TO
SPECIAL EVENTS LIQUOR LICENSES
FOR THE CITY OF CROSSLAKE
COUNTY OF CROW WING
STATE OF MINNESOTA

Section 1. Purpose and Intent. The purpose and intent of this ordinance is to amend the City Code to allow the issuance of a special events liquor license at community festivals and to require hiring of police officer at events of 50 or more people.

Section 2. Amendment. Chapter 4, Article II, Division 3 shall be amended as follows:

Sec. 4-88. Authorized.

Notwithstanding any provision of this chapter to the contrary, the council may issue a license for the temporary on-sale of liquor in connection with a social event sponsored by the licensee. Such license may provide that the licensee may contract with the holder of a full-year on-sale license, issued by the city, for liquor catering services.

Sec. 4-89. Eligible applicants.

The applicant for a license under this division must be a club or charitable, religious, or other nonprofit organization in existence for at least three years.

Sec. 4-90. Terms and conditions.

- (a) No license issued under this division is valid until approved by the commissioner.
- (b) No license issued under this division shall be issued for more than four consecutive days.
- (c) No temporary license shall be issued until the city is furnished with written proof that the licensee has dram shop coverage in the amount provided for in this chapter, and that such coverage is in force on the premises where liquor is to be served.
- (d) All licenses and licensees under this division are subject to all provisions of state law and this Code relating to liquor sale and licensing. The licensee shall provide proof of financial responsibility coverage and, in the case of catering by a full-year on-sale licensee, such caterer shall provide proof of the extension of such coverage to the licensed premises.
- (e) Licenses issued under this division may authorize sales on premises other than those owned or permanently occupied by the licensee.

Sec. 4-91. Insurance required.

The council may, but at no time shall it be under any obligation whatsoever to, grant a temporary liquor license on premises owned or controlled by the city. Any such license may be conditioned, qualified or restricted as the council sees fit. If the premises to be licensed are owned or under the control of the city, the applicant shall file with the city, prior to issuance of the license, a certificate of liability insurance coverage in at least the sum of minimum liability as required by state law.

Sec. 4-92. One day licenses for special events for nonprofit organizations.

- (a) Any nonprofit organization desiring to serve liquids for the purpose of mixing with liquor and permitting the consumption and display of liquor, in conjunction with a social activity sponsored by it shall first obtain a license therefor from the city. **The authorization shall specify the area in which the intoxicating liquor must be dispensed and consumed and shall not be issued unless the licensee demonstrates that it has liability insurance to cover the event, as required in Chapter 4 of the City Code. Any gathering of 50 or more people at a public event requires the presence of at least one police officer, to be paid by event sponsor.** It is unlawful for any such organization to fail to obtain such license.
- (b) The term of such license shall be one day only, and the city shall issue no more than ten licenses in any calendar year. In addition to council approval, such license must be approved by the commissioner.

Sec. 4-93. Special Events License for holders of on-sale intoxicating liquor licenses.

- (a) **The governing body of a municipality may authorize a holder of a retail on-sale intoxicating liquor license issued by the municipality to dispense intoxicating liquor off premises at a community festival held within the municipality. The authorization shall specify the area in which the intoxicating liquor must be dispensed and consumed and shall not be issued unless the licensee demonstrates that it has liability insurance to cover the event, as required in Chapter 4 of the City Code. Any gathering of 50 or more people at a public event requires the event sponsor to provide, at their cost, for the presence of at least one Crosslake Police Officer.**
- (b) **The issuing authority shall set the fee for a license under this section and cost to hire police officer, which will be listed on the annual fee schedule.**

Section 3. Effective Date. This ordinance shall become effective upon its passage and publication as provided by law.

Section 4. Repeal. This ordinance shall repeal all ordinances or sections of the City Code inconsistent herewith.

Passed and approved by _/5ths vote of the City Council this 12 day of May, 2025.

Jackson Purfeerst, Mayor

ATTEST:

Lori A. Conway, City Administrator

CITY OF CROSSLAKE
FEE SCHEDULE
EFFECTIVE JANUARY 1, 2025
ADMINISTRATION – FEE SCHEDULE

ITEM DESCRIPTION	FEE
<u>CEMETERY</u>	
• Cemetery Plot for Resident/Property Owner	\$400
• Cemetery Plot for Non-Resident	\$800
• Staking Fee	\$50
• Full Opening in Summer	\$400
• Full Opening in Winter	\$500
• Cremation Opening in Summer	\$150
• Cremation Opening in Winter	\$200
• Holidays/Weekends	\$100
<u>FIRE</u>	
• Controlled House Burn	\$1600
<u>POLICE</u>	
• False Alarm Fee (after third response)	\$50
• Copies of Reports	\$5
• Copies of Videos	\$10
<u>LIQUOR LICENSES</u>	
• Club On Sale	\$300
• Off Sale 3.2 Beer	\$25
• Off Sale Brewer Taproom	\$200
• Off Sale Intoxicating Liquor	\$100
• On Sale 3.2 Beer	\$75
• On Sale Brewer Taproom	\$500
• On Sale Intoxicating Liquor	\$1500
• Special Event for Retail On-Sale Intoxicating Liquor License	\$200
• Set Up and Display	\$50
• Sunday On Sale	\$200
• Presence of Police Officer at Event Over 50 People	\$100/per hour
• Background Investigation (in state)	\$500
• Background Investigation (out of state)	\$10,000 Max
<u>CANNABIS</u>	
• Initial Registration Fee	\$500
• Registration Renewal	\$1,000
• Violation Fees	Up to \$2,000

TO: Mayor & City Council
FR: Lori Conway, City Administrator
DA: May 8, 2025
RE: Summer Hours

I would like to propose trying Summer Hours from Memorial Day through Labor Day. After surveying and having 16 communities respond 14 of the 16 offer summer hours or permanently shorter Fridays.

I propose that operational hours for City Hall be considered, with 7:30-4:30 Monday through Thursday and Fridays 7:30-12:30. I further feel that it is best to extend this to each department and have their Director/Team make the decisions that are best for them.

In addition, there may be times when a Special Meeting would need to occur and we would adjust for those events to accommodate the needs of the operations of the City.

Thank you for your consideration.

(THIS WOULD NEED A MOTION IF APPROVED)

To: Mayor and City Council
Fr: Lori Conway, City Administrator
Re: Trenchless Repair
Da: May 8, 2025

History: Back in September a locate rod pierced a sewer line behind the Mad Rabbit when a new transformer was being placed. This caused need repairs to fix the sewer line. On October 7th the Public Works Commission recommended to City Council to obtain the services of Alex Olson in the amount of \$6,465 to repair said line. (Background: Original contact was Trenchless Repair – Trenchless Repairs equipment was used by Alex Olson)

Alex began the work on or about October 15, 2024, to fix the pipe, however while repairing the pipe they got stuck 20' before the repair area which caused the pipe to plug. Alex at that time stated he did not have the equipment to open the hole to do the repairs. Schrupp Excavating was hired, and many city hours were required to man the hole and dewater and maintain the pumps until the repair could be accomplished.

Eventually the pipe was repaired, and the hole was closed. At this point the cost for this with labor, city equipment and vendors were nearly \$42,400. In addition, most recently we had to obtain the services of Visu-Sewer to fix the fiberglass cloth/plug that was placed in the pipe by Alex Olson. When Alex ran a camera in after the repair, he did not notice this was plugging the pipe. Now with the invoice with Visu-Sewer and the Asphalt repair we are looking at the total cost of repair around \$52,884.

I sent invoices and letters to both Alex Olson and Trenchless Repair and heard nothing, so I engaged our legal counsel who submitted a formal collection letter to them.

I am looking for a Motion to formalize collection efforts and initiate a lawsuit and request that the City Council obtain Ratwik, Roszak & Maloney to begin this process.

F.I.a.

MEMORANDUM

DATE: 5-12-25

TO: Crosslake City Council

FROM: Police Chief Jake Maier

SUBJECT: Full Time Police Officer

I am requesting that we hire Mr. Nicholas Davis for the full-time police officer position. The Personnel Committee, Sergeant Marks, and I interviewed four candidates out of the eight applications we received. Mr. Davis had an impressive resume and interviewed very well. Mr. Davis is very well qualified for this position as he has 4 ½ years experience as a police officer and lives in the area. It is requested that Mr. Davis' salary start at step 2 (\$32.73/hour) on the current pay scale. All other time off, insurance, and benefits will be based upon current practices.

Thank you!



Chief Jake Maier

F.2.a.

REQUEST FOR COUNCIL ACTION

May 12, 2025

Department: Parks & Recreation

Agenda Section: Commission Reports

Department Head: TJ Graumann

Agenda Item: Surplus Grapple

BACKGROUND

We have a grapple that we would like to designate as surplus.

FINANCIAL IMPLICATIONS

N/A

RECOMMENDATION

Staff is recommending that the City Council approve the designation of our grapple as surplus and proceed with its sale accordingly.

COUNCIL ACTION REQUESTED

Motion to designate the grapple as surplus and sell it accordingly.

ATTACHMENT

Grapple



F.
3.
a.

MEMO TO: City Council
FROM: Public Works Commission
DATE: May 5, 2025
SUBJECT: City-Wide Trail Plan

At its meeting on 5/5/25 the Public Works Commission held a discussion regarding the following from the draft minutes of the meeting along with the motions that were made for the Council's consideration:

Tom discussed it on behalf of the Park & Rec Commission and mentioned that there was a motion made to put together a city-wide road plan since some trails will be incorporated in the construction. It was mentioned that we should be using our City Engineer, Phil Martin, for the project and not any outside groups.

A MOTION WAS MADE BY TOM SWENSON AND SECONDED BY MARY PRESCOTT TO RECOMMEND TO THE CITY COUNCIL FOR APPROVAL TO HAVE A PROPOSAL FROM CITY ENGINEER PHIL MARTIN TO PREPARE AND DEVELOP A CITY-WIDE TRAIL PLAN. A ROLL CALL VOTE CARRIED WITH ALL AYES

F.3.b.

MEMO TO: City Council

FROM: Public Works Commission

DATE: May 5, 2025

SUBJECT: Feasibility Plan

At its meeting on 5/5/25 the Public Works Commission held a discussion regarding the following from the draft minutes of the meeting along with the motions that were made for the Council's consideration:

There was discussion made about if we can ask for grants, donations or groups to put towards the trail projects? We also need to keep Mike O'Connell in the loop along with T.J. Follow the correct chain of commands and make the city lead the projects and the County can follow. An Archeology study is being done for \$2,700. Phase 1 will be \$12,000 and Phase 2 is \$40,000.

A MOTION WAS MADE BY TOM SWENSON AND SECONDED BY DAVE SCHRUPP TO RECOMMEND MOVING FORWARD ON THE FEASIBILITY WITH BOLTON & MENK, WITH CITY ENGINEER PHIL MARTIN. A ROLL CALL VOTE CARRIED WITH ALL AYES

F.3.C

To: Mayor and City Council
Fr: Pat Wehner, Public Works Director
Re: Archaeological Study – CR103
Da: May 8, 2025

A meeting was held with the county on Friday, May 2nd and one of the discussion points was the archaeological study and costs. The County is required to initiate this study and had Phase 1 costs to the City proposed at \$2800. However, the expected costs from the 3 quotes from qualified archeological consultants have increased the estimated costs to over \$12,000 for the City share. They also added that due to the in-depth archeological analysis/documentation/mitigation could rise to over \$40,000 for just the city portion. It was added that the study could be stopped after Phase 1 analysis if it appears that Phase 2 would be too costly.

Mike O'Connell with the LAKES Foundation agreed to the original estimate to join in the study of \$2800 for phase 1, however, with the new costs provided Mike was asked what the LAKES Foundation appetite would be to continue. Mike has agreed to the costs up to \$12,000 but will need further information before pursuing Phase 2 of the study.

Mike is here this evening and if the LAKES Foundation agrees we would like to have a motion to accept the \$12,000 donation from the LAKES Foundation for the costs involved for the archaeological study for Phase 1 and to discuss any further pursuing based upon the Phase 1 analysis.

Second, I would like to have a motion to request the County proceed with Phase 1 of the archaeological study and to engage Phil Martin, Bolton & Menk to work directly with archaeologist while the trail is being designed to determine the best route for the trail.

CR 103 Archaeological Study Summary

The Crow Wing County Highway department received quotes from three separate archaeological consultants to study 6 specific areas along County Road (CR) 103. The County was looking to study sites 1, 4, 5, and 6 for possible turn lane and bypass lane construction while the city of Crosslake was looking to study sites 2 and 3 for possible future development of a separated trail (see included maps for site locations). Initial County estimated costs for this archaeological work were much lower than the quotes came it at due to the unseen complexities of the study. The study can be broken down into multiple phases, with each phase dependent on what is found in the previous phase.

The first study that is typically done is the Phase 1 study. There are two different types of Phase 1 studies. There is the "Phase 1A" and the standard "Phase 1" study. The Phase 1A study can be looked at as a feasibility study. In a lot of cases the Phase 1A study is not done since it is essentially a Phase 1 study without the fieldwork. This study can be beneficial for situations like we have on CR 103 where we want to know if the proposed construction/development is even feasible. During this study the Minnesota Indian Affairs Council (MIAC) is consulted, and a desktop analysis (literature research) is done. This consultation with MIAC would also give the consultant information on what types of testing they will allow as certain tribes may only allow certain methods. The estimated price for this Phase 1A study is approximately \$10,000 to \$12,000 for all 6 sites.

The standard Phase 1 study typically includes fieldwork (test pits and site exploration) as well as a desktop analysis to help determine if there are any artifacts or any areas of cultural significance. At this time, the Minnesota Indian Affairs Council is consulted to provide input. With the areas of study along CR 103 being in very close proximity to the Gordon-Schaust embankments (sites 1-4), getting input from MIAC very early in the study will be important. There is a possibility that MIAC may say that certain areas are off limits to any ground disturbance. If that were the case, construction/development in those specific areas would be off limits. Quotes from our consultants for this standard Phase 1 study came in at approximately \$25,300.

If we decided to begin with the Phase 1A study (feasibility study), once complete, we could then move right into the standard Phase 1 study if it was warranted. It would cost approximately \$16,000 to complete the Phase 1 study. Splitting up the phase 1A (approximately \$12,000) and the standard Phase 1 (approximately \$16,000) may cost slightly more than just beginning with a Phase 1 study (approximately \$25,000), but due to the Gordon-Schaust embankments and the sensitivity to the area, it may be the best route.

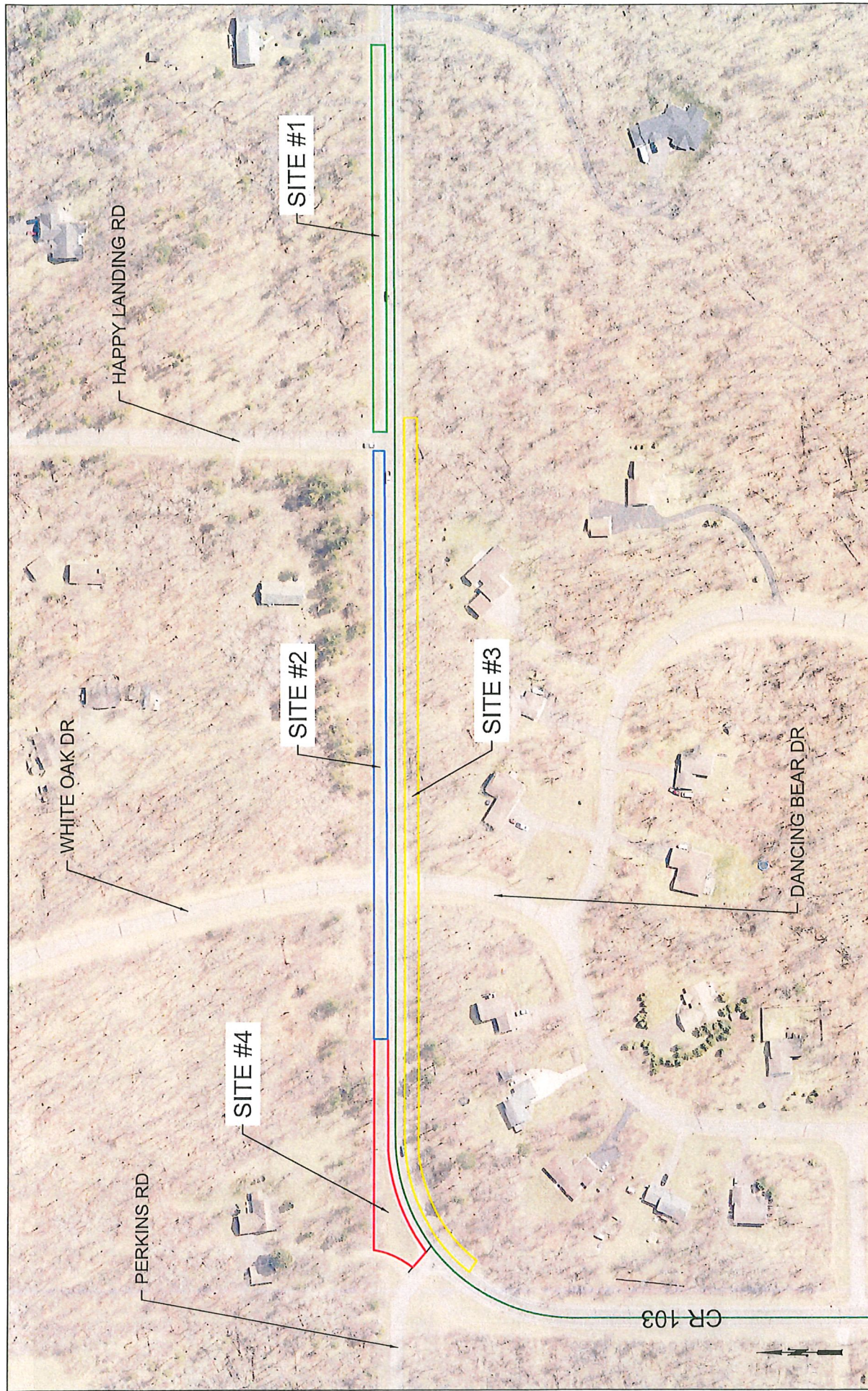
Once a Phase 1 study is completed and MIAC has determined that the proposed type of construction/development is still feasible, it is likely that a Phase 2 study would also be necessary due to the proximity to the Gordon-Schaust embankments.

A Phase 2 study would consist of doing more fieldwork (test pits) and trying to assess the site significance to determine if further mitigation is needed. After discussing with some of the proposed consultants, it is estimated that a Phase 2 study would cost approximately \$25,000. That estimated price can vary depending on how many of the 6 sites require a Phase 2 study. Another variable that can affect the total cost of the Phase 1 and 2 studies is the amount of artifacts recovered. This is due to the fact that all artifacts that are found during the field work must be curated (documented) properly. After a Phase 2 study would be completed, there is also a possible Phase 3 study. After discussing the nature of a Phase 3 study with some of the proposed consultants, they said it would be highly unlikely that this would be required.

Based on the quotes from the consultants for a standard Phase 1 study, it is estimated that the City would pay 49.87% and the County would pay 50.13% of the total cost (estimated at \$25,299.51). These percentages were determined by totaling up the cost of the City's two sites (sites 2 & 3) and dividing by the total amount for all six sites. If a Phase 2 study was required for all sites, it is likely that it would cost another approximately \$25,000 split at those same percentages. Along with the Phase 1 & 2 studies, there would also be construction site monitoring that would be required for any construction that would be done. Quotes from the consultants came in at approximately \$30,000 for this work.

Using the estimated percentage splits between the City and County, the City could be on the hook for \$12,617.27 for the Phase 1, \$12,467.90 for the Phase 2, and \$14,961.48 for construction monitoring during construction. This total for the city comes to be approximately \$40,046.65 and approximately \$40,252.86 for the County. See the attached tables for a breakdown of these estimated costs.

Overall, we need to remember that these figures are only estimates based upon zero fieldwork and very minimal desktop analysis. We also need to remember that MIAC plays a very important role in this process and that MIAC will have a say in what we are able to do and how we are able to do it.



SITE LOCATION AREAS	CROW WING COUNTY HIGHWAY DEPARTMENT EXHIBIT	COUNTY PROJECT 018-103-04 (COUNTY ROAD 103)
		<div>1</div> <div>2</div>



SITE LOCATION AREAS

CROW WING COUNTY HIGHWAY DEPARTMENT EXHIBIT

COUNTY PROJECT 018-103-04 (COUNTY ROAD XX)

Potential Phase 1 CR 103 Cost Split between CWC and City		
Site	Estimated Cost	Fundig Entity
1	\$3,082.26	CWC
2	\$5,852.48	Crosslake
3	\$6,764.79	Crosslake
4	\$3,184.31	CWC
5	\$2,811.53	CWC
6	\$3,604.14	CWC
Estimated Total	\$25,299.51	
CWC Cost Based on Percentage		Crosslake Based on Percentage
50.13%		49.87%

Potential Phase 2 CR 103 Cost Split between CWC and City Based on Percentage	
Estimated Total	\$25,000.00
CWC Cost Based on Percentage	Crosslake Cost Based on Percentage
\$12,532.10	\$12,467.90
*These estimated costs are based on the need to do a Phase 2 study in all areas.	

Potential Construction Monitoring CR 103 Cost Split between CWC and City Based on Percentage	
Estimated Total	\$30,000.00
CWC Cost Based on Percentage	Crosslake Cost Based on Percentage
\$15,038.52	\$14,961.48
*These estimated costs are based on the need for construction monitoring at all sites	

Estimated Total Costs			
CWC		Crosslake	
Phase 1	\$12,682.24	Phase 1	\$12,617.27
Phase 2	\$12,532.10	Phase 2	\$12,467.90
Construction Monitoring	\$15,038.52	Construction Monitoring	\$14,961.48
Estimated Total Cost	\$40,252.86	Estimated Total Cost	\$40,046.65

*These estimated costs are assuming all 6 sites would need Phase 1, Phase 2, and construction monitoring. If a Phase 1A was selected to begin the study, these estimated costs would vary slightly.

F. 3. d.

To: Mayor and City Council
Fr: Pat Wehner, Public Works Director
Re: Right turn lane on Perkins Road
Da: May 8, 2025

A meeting was held with the county on Friday, May 2nd and a discussion was held regarding the county review into the installation of a right turn lane at Perkins Road. Discussion was held and it appeared that installing a right turn lane would leave little or no room for a future separate trail. This was brought to the Public Works Commission on Monday, May 5th.

I am asking for a motion to request that the county does not place a right turn lane onto Perkins Road as it may complicate a future trail at this location due to the limited right-of-way.

F.3.e.

MEMO TO: City Council

FROM: Public Works Commission

DATE: May 5, 2025

SUBJECT: Wilderness Parkway

At its meeting on 5/5/25 the Public Works Commission held a discussion regarding the following from the draft minutes of the meeting along with the motions that were made for the Council's consideration:

Dave Nevin/Dave Terry spoke asking if the city would be interested in taking Wilderness Parkway Over and turning it into a public street over the next couple of years. He is in the process of paving the first layer of 2" of blacktop on it in the next few weeks. Phil worked with them briefly and stated the road will be reviewed throughout the process to be sure it is meeting the requirements for the drainage and the 3 borings taken to test. The road is 1100 feet long and will have approximately 12 residential homes when the lots are sold. The Borings report is in the process and said should be complete but he hasn't reviewed it yet. Dave will pave another 1-1/2' blacktop after this next winter. Dave then would like to turn the road over to the city and make it public. He would just like to have documentation in writing for the future. Robin suggested keeping consistency of new roads going in and come up with a policy when making city roads.

Dave Schrupp suggested waiting and seeing how the borings come back and move forward if the results are all good. Further discussion will be given once we see those results. Ray Schrupp has done the excavating if we would like to follow up with him to see what was written up and exactly completed?

A MOTION WAS MADE BY TOM SWENSON AND SECONDED BY DAVE SCHRUPP TO RECOMMEND TO THE CITY COUNCIL TO REVIEW INFORMATION FROM PHIL AND SEE IF IT MET REQUIREMENTS. ARE THE 3 BORINGS ADEQUATE ENOUGH OR WILL WE NEED MORE? A ROLL CALL VOTE CARRIED WITH ALL AYES.

F. 3. f.

MEMO TO: City Council

FROM: Public Works Commission

DATE: May 5, 2025

SUBJECT: Bar Stock and Loon Center Update

At its meeting on 5/5/25 the Public Works Commission held a discussion regarding the following from the draft minutes of the meeting along with the motions that were made for the Council's consideration:

Phil gave an update on road access to Bar Stock and Loon Center. They are both interested in having their work done during the road improvements and both businesses agree to pay their share. With the road restrictions tentatively being off on May 12, 2025 and Anderson Brothers hopes to be complete by the end of May. Swann Drive and Pioneer will be starting with the M&O project. Loon Center will access Swann Drive and Pioneer Drive. Bar Stock will access Pioneer Drive. Phil would like to see both businesses completed at the same time as the city to eliminate any damage to the city roads after construction.

A MOTION WAS MADE BY GORDON WAGNER AND SECONDED BY DAVE SCHRUPP TO RECOMMEND TO THE CITY COUNCIL TO PROCEED WITH THE LOON CENTER AND BAR STOCK 2025 ROAD IMPROVEMENTS DURING THE CITY IMPROVEMENTS TO PREVENT AND ELIMINATE ANY DAMAGE TO CITY ROADS. A ROLL CALL VOTE CARRIED WITH ALL AYES.

Lori Conway

From: Phil Martin <Phillip.Martin@bolton-menk.com>
Sent: Thursday, May 1, 2025 7:56 AM
To: Marty@reedsmarket.com
Cc: Patrick Wehner; tomswen@crosslake.net; Paul Satterlund; Lori Conway; Andrew Beadell
Subject: Barstock Development Curb Cuts

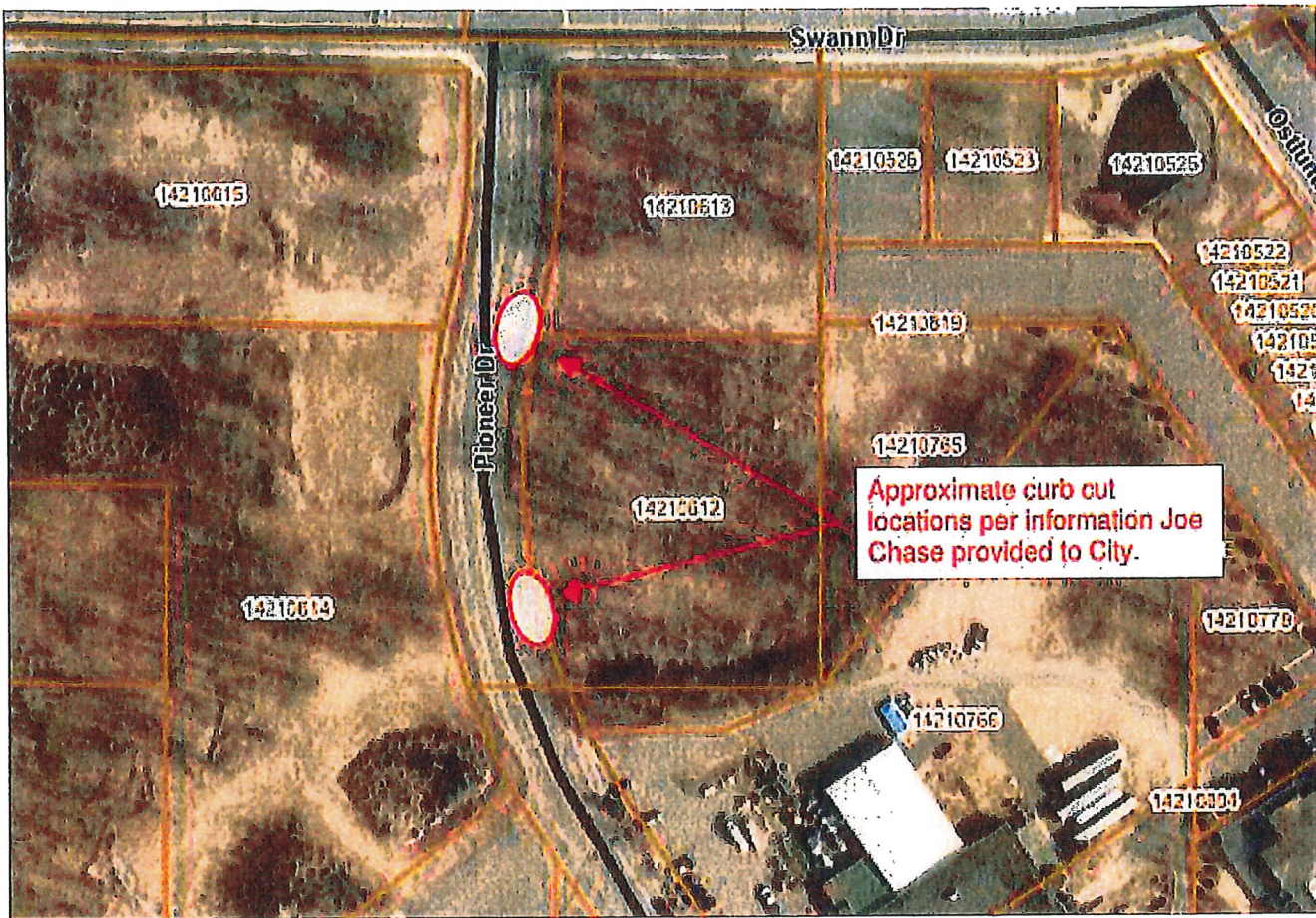
Hi Marty

Based on our past conversations and information the received from Joe Chase, I have provided a screenshot below that shows the approximate locations of curb cuts that the City would have completed with their Year 2 Road Improvement so we could avoid future damage to the new pavement. The Contractor's work is anticipated to be started in mid-May and completed by late May/early June. Below is the cost I originally estimated for the initial Barstock curb cut. Now I understand you are interested in 2 locations as shown below which would double the cost I estimated.

My plan is to bring this to the PW Commission for their concurrence at the May 5, 2025 meeting and then present to the City Council at their May 12, 2025 meeting. In order for the City to consider this added work, we would need your agreement that you understand that what I have provided is an estimate and that you would be responsible for the actual added cost for the curb cuts once the work is completed. Additionally, we would need you or your representative to identify in the field the location of your driveway.

Please let me know by replying to this email if you would like to proceed as stated above.

Pioneer Dr BS				
	Unit	Unit Cost	Qty	Total
Sawcut Bit	Lin Ft	\$ 5.00		\$ -
Remove Curb	Lin Ft	\$ 10.00	54	\$ 540.00
Remove Bit	Sq Yd	\$ 5.00	12	\$ 60.00
Remove SW	Sq Ft	\$ 10.00	0	\$ -
Bit Patch	Sq Yd	\$ 10.50	12.0	\$ 126.00
New D/W Curb	Lin Ft	\$ 34.60	54	\$ 1,868.40
6" Conc D/W pvmnt	Sq Yd	\$ 106.10	0	\$ -
				\$ 2,594.40



**BOLTON
& MENK**

Real People. Real Solutions.



Phil Martin, PE (MN)
Municipal Group Leader | Principal
Bolton & Menk, Inc.

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📠 (218) 821-7265

✉ phillip.martin@bolton-menk.com

🌐 www.Bolton-Menk.com

F. 3. g.

To: Mayor and City Council
Fr: Pat Wehner, Public Works Director
Re: Road Improvement Plans Year 2 & Year 3
Da: May 8, 2025

I received a request for an update on road improvement plans.

I have attached Year 2 and Year 3.

The schedule for Year 2 is as follows:

Sealcoat work – County has not provided a firm schedule for that work. (we received an email from the county stating that ASTECH out of St. Cloud received the bid for the seal coat, their project manager was contacted earlier in the week and nothing was firmed up with a start date but the earliest they could start would be June 9th – they will firm up with us once a date has been scheduled)

Mill & Overlay work – Contractor plans to start next week (May 12th) in Crosslake and will work on removals, bituminous patching, and concrete work. They intend to start paving about May 21 and hope to be completed with paving by the end of May. Mailbox replacement, turf establishment, and striping to follow in early June.

Year 2

Sealcoat		Road Segment	Width (ft)	Length (ft)	Area (sq yd)
1	360-010	Daggett Pine Rd	25	5603	15563.89
2	360-020	Daggett Pine Rd	20	3251	7224.44
3	469-010	Daggett Pine Rd	20	988	2195.56
4	441-010	Margaret La	20	509	1131.11
				2.0	26115.00
Mill & Overlay					
1	484-010	Robert St	16	966	1716.97
2	484-030	Robert St	20	2763	6139.86
3	507-010	Sunrise Island Rd	20	469	1041.48
4	507-020	Sunrise Island Rd	20	1214	2698.60
5	508-010	Sunset Dr	19	1241	2620.27
6	329-010	Backdahl Rd	20	1368	3039.21
7	330-010	Blacksmith Pl	18	449	898.73
8	378-010	Egret Rd	21	1235	2882.27
9	414-010	Kimball Rd	20	1,390	3088.89
10	399-010	Headquarters Dr	19	1215	2564.27
11	340-010	Bunk House Rd	19	1087	2295.46
12	422-010	Log Landing	24	1560	4160.00
13	426-010	Lumberjack La	24	1,109	2957.33
14	446-020	Miller Rd	24	863	2302.09
15	519-010	Tall Timbers Tr	20	2963	6584.66
16	464-030	Pine Bay Rd	20	2388	5305.62
17	464-020	Pine Bay Rd	20	944	2098.80
18	509-020	Swann Dr	35	898	3490.32
19	509-010	Swann Dr	33	1565	5737.68
20	472-010	Pioneer Dr	37	763	3137.85
21	472-020	Pioneer Dr	37	530	2177.14
				5.1	miles
FDR / Reconstruction (Optional)					
1	398-010	Harbor Lane with Trail	21	2230	5202.85
2	398-020	Harbor Lane With Trail	22	1657	4049.42
				0.74	miles
Sealcoat - Trail (Optional)					
1		Daggett Pine Road Trail	10	5530.00	6144.44
2		West Shore Drive Trail	10	14460.00	16066.67
				3.8	miles

Count	Identifier	Road Name	Utilities?	Paved Width, ft	Paved Area, SY	2023 Rating	Segment Length, ft	Improve
Year 3 - 2026								
Sealcoat								
1	484-010	Robert St		16	742	5	417.4	Sealcoat
2	484-030	Robert St		20	2,146	5	965.8	Sealcoat
3	507-010	Sunrise Island Rd		20	1,204	5	541.9	Sealcoat
4	507-020	Sunrise Island Rd		20	4,574	5	2058.2	Sealcoat
5	508-010	Sunset Dr		19	989	5	468.7	Sealcoat
6	329-010	Backdahl Rd		20	3,039	5	1367.6	Sealcoat
7	330-010	Blacksmith Pl		18	899	5	449.4	Sealcoat
8	378-010	Egret Rd		21	2,882	5	1235.3	Sealcoat
9	414-010	Kimball Rd	Sewer	20	870	5	391.3	Sealcoat
10	399-010	Headquarters Dr		19	3,497	6	1656.6	Sealcoat
11	340-010	Bunk House Rd		19	2,295	6	1087.3	Sealcoat
12	422-010	Log Landing		24	3,346	6	1254.8	Sealcoat
13	446-020	Miller Rd		24	4,005	6	1501.9	Sealcoat
14	519-010	Tall Timbers Tr		20	1,402	6	631.1	Sealcoat
15	464-030	Pine Bay Rd		20	2,099	5	944.5	Sealcoat
16	464-020	Pine Bay Rd		20	2,314	6	1041.3	Sealcoat
17	509-020	Swann Dr		35	4,827	5	1241.2	Sealcoat
18	509-010	Swann Dr		33	4,453	6	1214.4	Sealcoat
19	472-010	Pioneer Dr		37	4,236	6	1030.4	Sealcoat
20	472-020	Pioneer Dr		37	3,138	6	763.3	Sealcoat
6	385-020	Forest Lodge Rd		20	3,328	8	1497.8	Sealcoat
7	397-010	Happy Tr		10	850	8	764.7	Sealcoat
12	461-020	Perkins Rd		18	1,179	8	589.7	Sealcoat
13	461-040	Perkins Rd		20	3,311	8	1490.1	Sealcoat
15	502-020	South Lndg		22	2,225	8	910.1	Sealcoat
17	529-010	Urbans Point Rd		20	3,668	8	1650.4	Sealcoat
18	529-020	Urbans Point Rd		20	2,524	8	1136.0	Sealcoat
21	549-010	Woodland Dr		18	4,778	8	2389.2	Sealcoat
						miles	5.8	
Mill & Overlay								
1	465-010	Pine Bay Tr		20	5,306	6	2387.5	Mill Overlay
2	465-020	Pine Bay Tr		20	2,116	6	952.3	Mill Overlay
3	465-030	Pine Bay Tr		20	2,457	6	1105.8	Mill Overlay
4	548-010	Wolf Tr		19	3,056	6	1447.4	Mill Overlay
5	499-010	Shores Dr		19	3,180	6	1506.5	Mill Overlay
6	464-010	Shores Dr		19	763	6	361.4	Mill Overlay
7	463-010	Pine Bay Dr		20	1,786	6	803.8	Mill Overlay
8	523-030	Tamarack Rd		20	799	5	359.6	Mill Overlay
9	523-040	Tamarack Rd		21	5,063	6	2169.9	Mill Overlay
10	521-010	Tamarack La		20	6,585	6	2963.1	Mill Overlay
11	524-010	Tamarack Tr		19	3,478	5	1647.3	Mill Overlay
12	334-010	Bonnie Lakes La		18	2,646	5	1322.8	Mill Overlay
13	334-020	Bonnie Lakes La		12	630	5	472.4	Mill Overlay
14	336-010	Bonnie Lakes Trl		18	939	6	469.4	Mill Overlay
15	477-020	Red Pine Drive		18	1,050	6	525.1	Mill Overlay
16	477-030	Red Pine Rd		18	697	6	348.6	Mill Overlay
17	498-010	Shamrock Rd		18	1,816	6	907.9	Mill Overlay
18	498-020	Shamrock Rd		19	1,485	6	703.3	Mill Overlay
19	530-010	Velvet La		17	2,960	5	1567.1	Mill Overlay
20	499-010	Shores Dr		19	3,180	6	1506.5	Mill Overlay
21	501-010	Sleepy Valley Rd		18	1,273	6	636.4	Mill Overlay
						miles	4.6	
						miles	10.4	Year 3

F.3.h.

MEMO TO: City Council

FROM: Public Works Commission

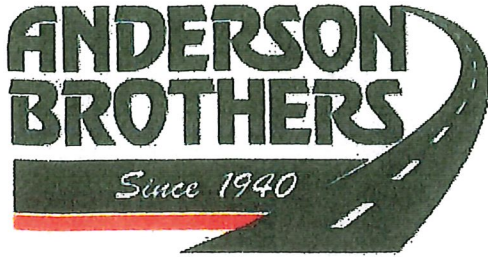
DATE: May 5, 2025

SUBJECT: 2025 Crack Seal

At its meeting on 5/5/25 the Public Works Commission held a discussion regarding the following from the draft minutes of the meeting along with the motions that were made for the Council's consideration:

Pat stated that they have included the crack fill to West Shore Drive during construction. It is also included in the \$5009.39 bid from Anderson Brothers.

A MOTION WAS MADE BY DAVE SCHRUPP AND SECONDED BY TIM BERG TO RECOMMEND THE CITY COUNCIL TO PROCEED WITH THE BID FROM ANDERSON BROTHERS IN THE AMOUNT OF \$5,009.39 FOR THE 2025 PARKING LOTS AND ROADWAY CRACKSEAL INCLUDING WEST SHORE DRIVE. A ROLL CALL VOTE CARRIED WITH ALL AYES.



Anderson Brothers Construction Company
 11325 State Highway 210
 Brainerd, MN 56401
 218-829-1768
 218-829-7607 Fax

To:	City Of Crosslake	Contact:	Patrick Wehner
Address:	37028 County Rd 66 Crosslake, MN 56442	Phone:	507-440-1174
		Fax:	
Project Name:	Crackseal	Bid Number:	
Project Location:	Parking Lots & Road Way	Bid Date:	4/2/2025

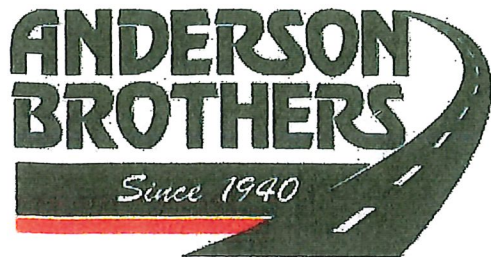
Item Description

Crackseal (5706')
 Mobilization

Total Bid Price: \$5,009.39

Notes:


- We are pleased to quote the following on the above-referenced project.
- This proposal may be withdrawn by us if not accepted within 30 days.
- Final Balance Due Within Ten Days of Invoice Date. Past Due Accounts Are Subject To A Service Charge Of 1.50 % Per Month (18% per annum.)
- All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.
- A land use or alteration permit may be required through your local County or Municipal Planning and Zoning Office. All required permits and associated fees are the sole responsibility of the private property owner.
- Cracks will be blown out with an air blower to ensure that cracks are free of debris and moisture before sealant is applied. Cracks are sealed with an approximate 3" band. Sealant will be applied only if asphalt is 40 degrees or above and free of moisture.
- **Additional Notes**
- Cracks are to be sealed, not filled.
- Alligatored or checked cracking is to be omitted.
- Cracks found under or near unattended vehicles or obstructions will be omitted.
- Rubberized sealant is a wear product. Climate change and traffic patterns dictate performance. There is no warranty as to sealant life span.
- Crack Sealant (MN) is a petroleum based pavement crack and joint sealant which meets MN DOT 3723 and AASHTO M173. It is composed of a mix of virgin synthetic rubber, asphalt, plasticizers and tackifiers. The material does not contain ground rubber scrap.
- List From Patrick to be Cracksealed. ADDED Streets : West Shore Johnnie Street, Roberts, Wild Wind Ranch. Total price = \$4905.79



Anderson Brothers Construction Company
11325 State Highway 210
Brainerd, MN 56401
218-829-1768
218-829-7607 Fax

To: City Of Crosslake	Contact: Patrick Wehner
Address: 37028 County Rd 66 Crosslake, MN 56442	Phone: 507-440-1174
	Fax:
Project Name: Crackseal	Bid Number:
Project Location: Parking Lots & Road Way	Bid Date: 4/2/2025

PRE-LIEN NOTICE: OWNER UNDERSTANDS THAT CONTRACTOR IS REQUIRED BY LAW TO PROVIDE OWNER WITH THIS NOTICE. (a) ANY PERSON OR COMPANY SUPPLYING LABOR OR MATERIALS FOR THE IMPROVEMENT TO YOUR PROPERTY MAY FILE A LIEN AGAINST YOUR PROPERTY IF THAT PERSON OR COMPANY IS NOT PAID FOR THE CONTRIBUTION. (b) UNDER MINNESOTA LAW, YOU HAVE THE RIGHT TO PAY PERSONS WHO SUPPLIED LABOR OR MATERIALS FOR THIS IMPROVEMENT DIRECTLY AND DEDUCT THIS AMOUNT FROM OUR CONTRACT PRICE, OR WITHHOLD THE AMOUNTS DUE THEM FROM US UNTIL 120 DAYS AFTER COMPLETION OF THE IMPROVEMENT UNLESS WE GIVE YOU A LIEN WAIVER SIGNED BY PERSONS WHO SUPPLIED ANY LABOR OR MATERIALS FOR THE IMPROVEMENT WHO GAVE YOU TIMELY NOTICE.

ACCEPTED: The above prices, specifications and conditions are satisfactory and hereby accepted. Buyer: _____ Signature: _____ Date of Acceptance: _____	CONFIRMED: Anderson Brothers Construction Company Of Brainerd, LLC  Authorized Signature: Estimator: Chris Larson 218-829-1768 clarson@andersonbrothers.com
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F.3.i.

MEMO TO: City Council
FROM: Public Works Commission
DATE: May 5, 2025
SUBJECT: Year 3 – 2026 Improvements

At its meeting on 5/5/25 the Public Works Commission held a discussion regarding the following from the draft minutes of the meeting along with the motions that were made for the Council's consideration:

Phil discussed Year 3 (2026) Improvements to complete the pavement preservation improvements, 5.8 miles of aggregate chipseal at an estimated cost of about \$210,000 and 4.6 miles of bituminous mill and overlay at an estimated cost of about \$1,125,000. He also believes the work can be reduced to \$675,000 for year 3.

A MOTION WAS MADE BY GORDON WAGNER AND SECONDED BY DAVE SCHRUPP TO RECOMMEND TO THE CITY COUNCIL CONSIDER APPROVAL OF YEAR 3 ROAD IMPROVEMENT PLAN WITH BOLTON & MENK WITH CITY ENGINEER PHIL MARTIN. A ROLL CALL VOTE CARRIED WITH ALL AYES



Real People. Real Solutions.

7656 Design Road
Suite 200
Baxter, MN 56425-8676

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

May 1, 2025

Pat Wehner, Public Works Director
City of Crosslake
13888 Daggett Bay Road
Crosslake, MN 56442

RE: Engineering Proposal – Road Improvement Plan Year 3

Dear Pat:

With the pending completion of Year 2 of the 5-yr Road Improvement Plan, we have prepared an engineering proposal to assist the City plan and execute those original improvements planned for Year 3.

Proposed Year 3 (2026) Improvements

As originally proposed, the City plans to complete the following pavement preservation improvements,

- 5.8 miles of aggregate chipseal at an estimated cost of about \$210,000
- 4.6 miles of bituminous mill & overlay at an estimated cost of about \$1,125,000

Based on the competitive construction costs the City has seen by partnering with Crow Wing County, we believe the estimated cost for aggregate chipseal is reasonable. However, we believe originally estimated cost for the Year 3 bituminous mill & overlay work can be reduced to \$675,000.

We propose to assist the City partner with Crow Wing County to get Year 3 work completed in 2026 as follows:

Aggregate Chipseal Improvements - The past process has involved submitting the requested aggregate chipseal segment data and location to Crow Wing County by the end of November. The County prepares the bidding package, bids, and awards the contract, and handles construction observation and administration. The City would need to complete any crack filling or minor pavement patching prior to the aggregate chipseal work, which typically occurs in the months of June & July. We understand that the City does not assess this type of improvement and that the County will handle all construction observation and administration and charge a 10% fee. Our fee to assist the City with the aggregate chipseal improvements for Year 3 is estimated to be \$5,000.

Mill & Overlay Improvements – We propose to assist the City partner with Crow Wing County to get this work completed in 2026. We understand that the County prefers that the City prepare

Name: Pat Wehner
Date: May 1, 2025
Page: 2

the plans and submit them to Crow Wing County to include them as part of their construction bid package by the end of December 2025. The County would provide bidding and contract administration services at a cost of 3% of the bid amount based on past cost share agreements. The City would be required to provide construction observation services. The City would need to complete any crack filling or minor pavement patching prior to the mill & overlay work.

We propose to assist the City work with the County to prepare the bid package and work with City staff to consider crack fill or patch needs prior to the actual mill & overlay work. Our services include retaining a geotechnical firm to conduct soil borings to confirm pavement thickness and subgrade characteristics. From the 2025 construction we learned that many road pavement records do not provide thickness information or have information that is inaccurate. We anticipate requesting 20 soil borings to identify pavement thickness and underlying aggregate conditions and reserved a budget of \$6,500 for that work.

We understand that the County will bid and administer the contract, and we will handle construction observation for the City. Our services would include facilitating the assessment process as was done with previous mill & overlay improvements. Our fee to assist the City with the mill & overlay improvements for Year 3 as outlined above (including the geotechnical services budget) is estimated to be \$91,500.

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

Respectfully submitted,
Bolton & Menk, Inc.

A handwritten signature in blue ink, appearing to read "Phillip M. Martin", with a stylized flourish at the end.

Phillip M. Martin, P.E.
Principal Engineer

F.3.j.

MEMO TO: City Council

FROM: Public Works Commission

DATE: May 5, 2025

SUBJECT: 5-Year Road Improvement Plan

At its meeting on 5/5/25 the Public Works Commission held a discussion regarding the following from the draft minutes of the meeting along with the motions that were made for the Council's consideration:

Phil discussed if we would like to expand it to a 5 year Road Improvement Plan to remain ahead or leave it for now. He will do a review of what roads and/or trails need the work and prioritize them. Gordy thought we keep going and move along with a 5-year improvement plan.

A MOTION WAS MADE BY DAVE SCHRUPP AND SECONDED BY TIM BERG TO RECOMMEND TO THE CITY COUNCIL CONSIDER APPROVAL OF YEAR 5 ROAD IMPROVEMENT PLAN WITH BOLTON & MENK WITH CITY ENGINEER PHIL MARTIN. A ROLL CALL VOTE CARRIED WITH ALL AYES



Real People. Real Solutions.

7656 Design Road
Suite 200
Baxter, MN 56425-8676

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

May 1, 2025

Pat Wehner, Public Works Director
City of Crosslake
13888 Daggett Bay Road
Crosslake, MN 56442

RE: Engineering Proposal – 5-Yr Road Improvement Plan Update

Dear Pat:

With the pending completion of Year 2 of the 5-yr Road Improvement Plan (2024-2028), we have prepared an engineering proposal to assist the City plan an update to the 5-yr Road Improvement Plan for the period 2026-2030.

Background

In 2023, Bolton & Menk updated the previous 2018 field pavement review and worked with the Public Works Commission to identify a 5-Year Road Improvement Plan based on pavement preservation approach that would utilize low cost improvement practices, such as aggregate chipseal and bituminous overlay, to extend pavement life. The target budget goal was to complete \$1,000,000 annually toward pavement preservation based on past construction cost experience in the City.

- In Year 1 (2024), the City planned to complete 11.5 miles of aggregate chipseal at an estimated cost of about \$406,000 and 2.6 miles of bituminous mill & overlay at an estimated cost of about \$750,000. The actual plan bid with Crow Wing County resulted in the following:
 - 8.5 miles of aggregate chipseal at a cost of about \$285,000
 - 1.9 miles of bituminous mill & overlay at a cost of about \$265,000
- In Year 2 (2025), the City chose to complete 2.0 miles of aggregate chipseal at an updated estimated cost of about \$73,000, 5.1 miles of bituminous mill & overlay at an updated estimated cost of about \$660,000. Improvements to Harbor Lane (about 0.75 miles) were also included in Year 2 at an estimated cost of about \$660,000, then updated to \$760,000 after final design was completed. The actual plan bid with Crow Wing County resulted in the following:
 - Pending 2 miles of aggregate chipseal at a cost of about \$75,000
 - Pending 5.1 miles of bituminous mill & overlay at a cost of about \$610,000
 - Pending Harbor Lane improvements at a cost of about \$700,000
- Outside of the 5-yr Road Improvement Plan but in conjunction with County bid, the City also completed:
 - Aggregate chipseal of the Community Center Parking Lot in 2024

- Pending aggregate chipseal of parking lots at the Fire Hall/former City Hall, City Hall, Andy's Public Lot, and the road through the City/County Public Works area.
- The City is also planning to sand seal 3.8 miles of existing trail to preserve pavement conditions and extend the pavement life.
- In Year 3 (2026), as originally proposed, the City planned to complete the following pavement preservation improvements:
 - 5.8 miles of aggregate chipseal at an estimated cost of about \$210,000
 - 4.6 miles of bituminous mill & overlay at an estimated cost of about \$1,125,000

Proposed 5-yr Road Improvement Plan Update

By the end of 2025, the City will have completed 2 of the original 5 year road improvement program. The Public Works Commission has inquired in the past about extending the original plan for an additional two years to create a current 5-yr Road Improvement Plan for the 2026-2030 period.

To assist the City of Crosslake, develop a current 5-yr road improvement plan, we propose to provide the following approach and services:

1. Review existing road rating information to establish road segments with anticipated remaining pavement life and conduct a supplemental field evaluation to update pavement ratings of road segments anticipated to have remaining pavement life.
2. Update anticipated improvement costs based on pavement condition rating and recent construction cost experience.
3. Collaborate with the PW Commission and consider other improvements, such as private development, County improvements, City sanitary, stormwater, and park improvements.
4. Prepare table and figures with proposed updated road improvements, associated cost, and improvement timing.
5. Revise based on comments received. Present updated road improvement plan to Public Works Committee and Council for support and adoption. Facilitate public hearing to adopt updated 5-yr Road Improvement Plan.

Assumptions:

The following assumptions are incorporated into this request:

- Two meetings with City staff
- Two planning meetings with Public Works Committee
- One meeting to present to Public Works Committee
- One meeting to present to City Council
- One public hearing to consider adoption of the plan.

Name: Pat Wehner
Date: May 1, 2025
Page: 3

Fee:


Project fees will be billed based on our current company fee schedule for actual hours worked. Our estimated fees are as follows:

Task	Fee
1.0 Review Existing Information and Update Pavement Ratings	\$ 6,750
2.0 Update Estimated Improvement Costs	\$ 2,750
3.0 Meetings with City staff, Public Works Committee, and Council	\$ 3,500
4.0 Prepare Updated Road Improvement Plan	\$ 3,000
5.0 Revise and Present to Public Works Committee, Council, and Public	\$ 2,000
Total	\$ 18,000

Our schedule depends on the direction to proceed by the City. It would be our goal to have the update completed by September 8, 2025 so the City could hold a public hearing for adoption in October or November.

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

Respectfully submitted,
Bolton & Menk, Inc.



Phillip M. Martin, P.E.
Principal Engineer

F.4.a.

ORDINANCE NO. ____
AN ORDINANCE AMENDING CHAPTER 42, ARTICLE VI
NAMING AN UNNAMED ROAD AS WILDERNESS PKWY
AND
ADDING THE ROAD NAME TO THE MASTER ROAD NAME INDEX
FOR THE CITY OF CROSSLAKE
COUNTY OF CROW WING
STATE OF MINNESOTA

The following is the official summary of Ordinance No. ____, approved by the City Council of the City of Crosslake on the ____ of ____, 2025.

The purpose of this Ordinance is to name an unnamed road as Wilderness Pkwy and add the name to the Master Road Name Index for the City of Crosslake.

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

Passed by the City Council this ____ day of ____, 2025 by a _/5ths vote.

Jackson Purfeerst
Mayor

ATTEST:

Lori A. Conway
City Administrator

ORDINANCE NO. ____
AN ORDINANCE AMENDING CHAPTER 42, ARTICLE VI ROAD NAMES
NAMING AN UNNAMED ROAD AS WILDERNESS PKWY
AND
ADDING THE ROAD NAME TO THE MASTER ROAD NAME INDEX
FOR THE CITY OF CROSSLAKE
COUNTY OF CROW WING
STATE OF MINNESOTA

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

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

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

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

- (a) Before the city council will consider a request to change a road name, or name an unnamed or new road, a petition containing at least 75 percent of the signatures of all property owners abutting the subject road must be submitted to the city council along with the proposed road name. Changes to the master road name index shall be through an ordinance.
- (b) Notwithstanding the provision of subsection (a) of this section, the city council may, at its own discretion, change the name of a road, or name an unnamed or new road, provided that all property owners abutting the subject road are given at least 14 days' written notice of the hearing on the proposed name change.
- (c) The City of Crosslake hereby names the current unnamed road as **Wilderness Pkwy** in Section 10, Township 137N, Range 27W within the City of Crosslake, County of Crow Wing.
- (d) The City Council of the City of Crosslake hereby amends the City Code to include **Wilderness Pkwy** in the Master Road Name Index.
- (e) The City Designates **Wilderness Pkwy** as a private road and the City of Crosslake shall not accept **Wilderness Pkwy** as a public road for maintenance purposes until such time that the road is built to City standards.

Passed by the City Council this __ day of ____, 2025 by a _/5ths vote.

Jackson Purfeerst
Mayor

ATTEST:

Lori A. Conway
City Administrator

Attachment: Master Road Name Index

MASTER ROAD NAME INDEX

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

MASTER ROAD NAME INDEX

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

MASTER ROAD NAME INDEX

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

MASTER ROAD NAME INDEX

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

MASTER ROAD NAME INDEX

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

MASTER ROAD NAME INDEX

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

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b.

LAND USE TABLES	S D	RR 2 RR 5	S S	L C	D C	W C	C/ LI
(5) Commercial and Industrial Uses							
Adult uses							CU
Amusement Park				CU			
Athletic club				PP	PP	PP	
Auto body shop				PP			PP
Auto repair shop, lubrication service station				PP	PP		PP
Bank or financial institution				P	P		PP
Beauty shop, barber shop				PP	PP	PP	PP
Bed and Breakfast Residence		CU		PP	PP	PP	
Bowling Lanes				PP	PP	PP	PP
Breeding and boarding of animals				CU	CU		CU
Bulk liquid storage				CU			PP
Business or professional office space				PP	PP	PP	PP
Car wash				PP	PP		PP
Cement/concrete/redi-mix plant, permanent							P
Commercial greenhouse/nursery				PP			PP
Commercial storage building/storage unit rental				CU	CU	CU	CU
Commercial Storage Rental Building(s) containing independent bays > 800 sf				CU	CU	CU	CU
Concrete/asphalt plant, portable				I			PP
Construction and contractor services-carpentry, electrical, plumbing, heating, ventilation, mechanical, flooring, insulation, siding, etc				P	P		P
Day care facility	PP	PP		PP	PP	PP	
Demolition Landfill							CU
Dry cleaners				CU	CU		CU
Event Center (≥ 10 acres in RR5)		CU		CU	CU	CU	CU
Extractive use, mining, gravel pit, aggregate							CU
Funeral home with crematorium				CU			
Funeral Home without crematorium				PP			
Gas station/convenience store with or without fuel sales				PP	PP	PP	
Golf Course		CU		CU		CU	
Industrial park development							CU
Liquor: On and/or off sale				CU	CU	CU	CU
Lumber yard				PP	PP		PP
Manufacturing: light in general, assembly plant, machine shop, welding shop, packaging plant				CU			PP
Marina						CU	
Medical or dental clinic				PP	PP		PP
Miniature golf				PP	PP	PP	PP
Motel/hotel				CU	CU	CU	CU
Outdoor seasonal sales				PP	PP	PP	PP
Over-the-counter print shop				PP	PP		PP
Private clubs and lodges				PP	PP		PP
Race track: horse, auto, motorcycle, go cart							CU
Recycling collection site				I			PP
Rental equipment sales and service				PP	PP	PP	PP

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PART I - CODE OF ORDINANCES
Chapter 26 - LAND USE

- (1) The danger to life and property due to increased flood heights or velocities caused by encroachments.
- (2) The danger that materials may be swept onto other lands or downstream to the injury of others or they may block bridges, culverts or other hydraulic structures.
- (3) The proposed water supply and sanitation systems and the ability of these systems to prevent disease, contamination and unsanitary conditions.
- (4) The susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner.
- (5) The importance of the services provided by the proposed facility to the community.
- (6) The requirements of the facility for a waterfront location.
- (7) The availability of alternative locations not subject to flooding for the proposed use.
- (8) The compatibility of the proposed use with existing development and development anticipated in the foreseeable future.
- (9) The relationship of the proposed use to the comprehensive plan and Floodplain management program for the City.
- (10) The safety of access to the property in times of flood for ordinary and emergency vehicles.
- (11) The expected heights, velocity, duration, rate of rise and sediment transport of the flood waters expected at the site.
- (12) Such other factors which are relevant to the purposes of these standards.

Sec. 26-191 Conditional Use Permit Decision

After reviewing the application, considering all pertinent facts, and hearing testimony at the public hearing, the Planning Commission/Board of Adjustment shall determine if the conditional use requested be approved, denied, or modified. The Planning Commission/Board of Adjustment shall prepare written findings of fact to support its decision. A copy of the decision and findings of fact shall be forwarded to the applicant. If the conditional use is approved by the Planning Commission/Board of Adjustment, the Department shall cause a copy of the conditional use to be recorded with the land records for the subject property in the Office of the County Recorder. **Conditional use permits must be acted on and in place, operable and or completed within 2 years of receiving approval.** A copy of the final decision granting a conditional use within a shoreland or floodplain area shall be sent to the Commissioner of the Department of Natural Resources within 10 days of final action.

Sec. 26-192 Status of Conditional Use Permit

Any use permitted under the terms of a conditional use permit shall be established and conducted in conformity with the terms and conditions designated in connection with the approval of the permit and all other applicable provisions of this Chapter. **Conditional Use Permits must be acted on and in place, operable and or completed within 2 years of receiving approval.** A conditional use permit shall remain in effect so long as the conditions agreed upon are observed. Nothing in this Article shall prevent the City Council from enacting this Chapter or any other Chapter or Ordinance to change the status of a conditional use.

Sec. 26-193 Amendments to Conditional Use Permits

Amendments to approved conditional use permits or requests for changes in conditions attached to conditional use permits shall be referred to the Planning Commission/Board of Adjustment and processed in the same manner as new conditional use permits.

Sec. 26-194 Appeals of Planning Commission/Board of Adjustment Decision on Conditional Use Permits

Acting in its capacity as the Planning Commission, all Planning Commission/Board of Adjustment decisions under this Chapter regarding conditional use permits are final. Any aggrieved person or department, board, or

Sec. 26-186 Public Hearing

The Planning Commission/Board of Adjustment shall hold at least one public hearing on an application for a conditional use permit pursuant to Minnesota Statutes, Chapter 462.357, subd. 3 and its adopted rules of business. The Administrator must submit hearing notices for proposed variances to the Department of Natural Resources sufficiently in advance to provide at least ten days' notice of the hearing. The notice may be sent by electronic mail or U.S. Mail to the respective DNR area hydrologist.

Sec. 26-187 Delayed Action

In considering the application for a Conditional Use, the Planning Commission/Board of Adjustment may adjourn the hearing to a future time and defer action or consideration until further information desired from the applicant is submitted. The applicant shall be formally notified of the information needed or reason for tabling the item. The provisions for action on an application shall be in compliance with Minnesota Statutes, Chapter 15.99 and Section 26-74 of this Chapter.

Sec. 26-188 Determination

In considering an application, the Planning Commission/Board of Adjustment shall determine and make findings for approval or denial on:

- (1) The impact of the proposed use on the health, safety, and general welfare of the occupants in the surrounding neighborhood;
- (2) The ability of the proposed use to meet the standards of this Chapter.
- (3) The ability of the proposed use to meet goals and policies adopted within the Crosslake Comprehensive Plan;
- (4) The effect of the proposed use on property values and future development of the land in the surrounding neighborhood;
- (5) The effect of the proposed use on public utility, public services, roads and schools;
- (6) The effects of the proposed use on the environment including its impact on groundwater, surface water and air quality;
- (7) The adequacy of water supply, public sewer or subsurface sewage treatment system facilities, erosion control and stormwater management are provided pursuant to applicable standards;

Sec. 26-189 Conditions May Apply

The Planning Commission/Board of Adjustment, in approving any such application, may impose additional conditions to the granting of the permit that shall fulfill the purposes of this Chapter. Such conditions may include, but are not limited to, the following:

- (1) Limitations on the natural vegetation to be removed or the requirement that additional vegetation be planted.
- (2) Special provisions for the location, use of structures, sewage treatment systems, water craft launching and docking areas, and vehicle parking areas.
- (3) Performance security as prescribed in Section 26-72 of this Chapter.
- (4) Provisions to ensure that the conditional use will not be detrimental to the use and enjoyment of the environment or of other properties.
- (5) Buffers between potentially conflicting uses or along shorelines.
- (6) ~~Designated length of time in which work must be completed.~~
- (7) ~~Must be acted on and in place, operable and or completed within 2 years of receiving approval.~~

Sec. 26-190 Special Review Criteria for Floodplain Conditional Use Permits

In reviewing Conditional Use applications in Floodplain areas, the Planning Commission/Board of Adjustment shall consider all relevant factors specified in other sections of these standards, and:

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Limited Commercial with stormwater plans per the standards in this Article	50%	Total lot area
Downtown Commercial with stormwater plans per the standards in this Article	80%	Total lot area
Commercial/Light Industrial with stormwater plans the standards in this Article	50%	Total lot area

Sec. 26-549 General Standards

- (1) All Stormwater plans shall be designed for permanent on-site treatment of one inch of stormwater runoff on all impervious surface coverage on the lot. This means that a volume of water equal to one inch multiplied by the area of impervious surface must be treated. Preference should be given to volume reduction techniques that include infiltration basins, rain gardens, enhanced infiltration swales, filter strips, disconnected impervious areas, soil amendments, bioretention, and other approved volume reduction techniques. The plan shall be approved by the Department and effectively implemented.
- (2) For approved permits that create over 10,000 square feet of new impervious surface on a lot in the Shoreland District and for all plats, the Department shall require the applicant to submit a plan for permanent on-site treatment of one inch of stormwater runoff designed by a Minnesota-licensed professional engineer.
- (3) All stormwater management systems shall be capable of safely passing a 100 year-24 hour storm event, including grassed swales, grit chambers, vegetated filter strips, bioretention areas, off-line retention areas, and natural depressions for infiltration, is required before the runoff leaves the project site or enters surface waters. Constructed storm water outfalls to public waters must provide for filtering or settling of suspended solids and skimming of surface debris before discharge.
- (4) All management technologies must be consistent with the most current version of the Minnesota Stormwater Manual, which is incorporated herein by reference.
- (5) Performance security as specified in Sec 26-72 may be required to assure implementation of stormwater plan recommendations or designs. For engineered designs, certification that installation meets the design standards must be received from the design engineer before the performance security will be released.
- (6) A minimum 12-foot wide driveway from the nearest road right-of-way to the principal structure must be included in the impervious surface coverage calculation unless the driveway is constructed with approved pervious materials. The Department shall use actual on-site driveway dimensions if such data is provided by the applicant.
- (7) ~~The Department will not give credit for may give credit for up to 100% of the area covered by a permeable surfacing system as pervious surface unless used for an allowable watercraft access ramp. Watercraft access ramps are subject to the following standards.~~
 - a) ~~No credit may be given for a permeable pavement system in shore impact Zone 1 (SIZ1) or bluff impact zone, except as otherwise allowed for watercraft access ramps;~~
 - b) ~~The base of the installed permeable pavement system must have a minimum of three feet separation from the seasonally saturated soils or from the bedrock unless there is an outlet to another stormwater treatment area; and~~
 - c) ~~The design of a permeable pavement system must allow the infiltration of one inch of stormwater on the pavement surface.~~
 - d) ~~Permeable surfacing systems for projects 400 square feet in size or smaller shall not require an engineered design provided that the manufacturer's specifications, industry standards, the Minnesota Stormwater Manual and all other aspects of this ordinance are followed.~~
 - e) ~~If it is designed and inspected by a Minnesota-licensed professional engineer and is certified annually to verify the Department that it is functioning as a pervious surface. Best management~~

practices shall be followed in design, installation, and maintenance as found in the latest Minnesota Stormwater Manual.

Sec. 26-550 Management of Stormwater Facilities

- (1) All storm water management facilities shall be designed to minimize the need for maintenance, to provide access for maintenance purposes and to be structurally sound. All storm water management facilities shall have a plan of operation and maintenance that assures continued effective removal of pollutants carried in storm water runoff. It shall be the responsibility of the applicant to obtain any necessary easements or other property interests to allow access to the storm water management facilities for inspection and maintenance purposes. The Council may require a developer to enter into a contract providing for access to perform maintenance and inspection to public or private storm water management facilities.
- (2) Newly installed and rehabilitated catch basins shall be provided with a sump area for the collection of coarse grained material as specified by the Department. Such basins shall be cleaned when sediment or other material has accumulated to occupy 25% percent of the basin's original volume.

Sec. 26-551 Minnesota Pollution Control Agency Permit

Construction activity that results in the disturbance of one or more acres will require a stormwater permit from the Minnesota Pollution Control Agency (MPCA). Construction activity that results in the disturbance of less than one acre may also require a MPCA permit depending on the nature of the activity. Permit applicants are responsible to contact MPCA to determine if a permit is required.

Secs. 26-552—26-572 Reserved

ARTICLE 21 DIRT MOVING

The standards in this Article shall apply to all dirt moving activity within the City.

Sec. 26-573 Policy

It is the policy of the City Council that protection of wetlands, protected waters, sensitive slopes, bluff areas, and related land resources is essential to the welfare of the City and adopts a dirt moving permit review process to protect those resources.

Sec. 26-574 Applicability and Permits

- (1) The standards in this Article shall apply to all dirt moving activities within the City. Except as specified in 2, a through j below, dirt moving activities shall require permits and may require a site plan, scope of work, and additional supporting documents including, but not limited to, surveys, wetland delineation reports, engineered grading plans with profile view, engineered drainage plans including erosion and sediment control and stormwater management plans according to Article 20 of this Chapter.
- (2) The following activities shall not require a land alteration permit but must meet the provisions of Section 26-575:
 - a) **Dirt moving associated with construction of structures.** Grading, filling, or excavations necessary for construction of structures or septic systems, if part of an approved permit, shall not require a separate shoreland alteration permit.
 - b) **Small landscaping projects.** Placement of up to 10 cubic yards of soil for the creation of a lawn or yard as long as the fill/dirt moving is not located within a bluff impact zone or shore impact zone 1.