

**AGENDA
REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, AUGUST 11, 2025
6:00 P.M. – CITY HALL**

A. CALL TO ORDER

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

B. SHORT-TERM RENTAL APPEALS

1. Cole Volkers, 38646 Windsor Ave, no registration (**Council Action-Motion**)

C. 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 Friday noon, prior to the City Council meeting a request to be placed on the agenda.

1. Pat Netko – Crosslaker's Community Visioning Event

D. 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 July 14, 2025
2. Special Council Meeting Minutes of July 23, 2025
3. Special Council Meeting Minutes of August 6, 2025
4. July 2025 Budget Revenues
5. July 2025 Budget Expenditures
6. July 2025 Balance Sheet
7. Memo dated July 22, 2025 from Sharyl Murphy Re: TIF Reimbursement
8. Police Reports for Crosslake, Mission Township and City of Manhattan Beach – July 2025
9. Independent Audit Report of Crosslake Police Department's Portable Recording System
10. Fire Department Report – July 2025
11. Public Safety Commission Meeting Minutes of July 2, 2025
12. Public Works Meeting Minutes of July 7, 2025
13. Public Works Meeting Minutes of July 21, 2025
14. Planning & Zoning Commission Meeting Minutes of June 26, 2025
15. Waste Partners Recycling Report for June 2025
16. Approval of Temporary On Sale Liquor License for Knights of Columbus on 9/27/25
17. Bills for Approval

E. MAYOR'S AND COUNCIL MEMBERS' REPORT

1. Resolution Accepting Donations (**Council Action-Motion**)

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

1. Memo dated August 6, 2025 from Char Nelson Re: Data Practices Policy (**Council Action-Motion**)

2. Memo dated August 5, 2025 from Char Nelson Re: Health Care Plan Eligibility (Council Action-Motion)
3. First Reading of Ordinance Naming an Unnamed Road as Sunup Trl

G. COMMISSION REPORTS

1. PUBLIC SAFETY
 - a. Approval of Crosslake Fire Relief Bylaw Revisions Related to PERA Vesting Schedule (Council Action-Motion)
 - b. Recommendation from Public Safety Commission to Paint Crosswalk Yellow at CR 66/Daggett Pine Road (Council Action-Motion)
 - c. Recommendation from Public Safety Commission to Submit Formal Request to the Crow Wing County Highway Department to Place “No Jumping” Signs on Each End of Bridge on CR 66 between Your Boat Club and Marine Max (Council Action-Motion)
 - d. Resolution Supporting Crow Wing County Sheriff’s Office Agreement (Council Action-Motion)
2. PARK & RECREATION/LIBRARY
 - a. Update on Phase 1 Park Master Plan Project
3. PUBLIC WORKS/CEMETERY/SEWER
 - a. Pay Request No. 2 (Final) for Milinda Shores Bridge Wingwall Improvements (Council Action-Motion)
 - b. Pay Request No. 2 for Harbor Lane Road Improvements (Council Action-Motion)
 - c. Memo dated August 6, 2025 from Public Works Commission Re: Thomas & Janessa Casper Letter (Council Action-Motion)
 - d. Memo dated August 6, 2025 from Public Works Commission Re: Summary Table for Assessments (Council Action-Motion)
 1. Letter dated August 4, 2025 from Golf View Owners Association Inc
 - e. Memo dated August 6, 2025 from Public Works Commission Re: Feasibility Study for Sunrise Blvd
 1. Bolton & Menk Engineering Proposal for Sunrise Blvd Improvements (Council Action-Motion)
 - f. Letter dated July 14, 2025 from Crow Wing County Highway Dept Re: Future County Highway Project

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. CITY ATTORNEY REPORT

L. ADJOURN

Cole Volkers
5199 Trailhead Ln SE
Prior Lake, MN 55372
cevolkers@gmail.com
651-387-6526

B.1.
STR
Appeal #1
38646 Windsor Ave

To:
City of Crosslake
Attn: Short-Term Rental Licensing Department
37028 County Road 66
Crosslake, MN 56442

Subject: Appeal of Fine for Short-Term Rental License

Dear City of Crosslake Officials,

I am writing to formally appeal the fine issued to me regarding the absence of a Short-Term Rental License for my property in Crosslake, MN.

I fully support the city's efforts to regulate short-term rentals through a licensing program. However, I believe this fine may be unjust given the confusion surrounding the new process. As the licensing requirement was newly implemented, there was uncertainty about the expectations and application procedures. I made several attempts in both January and March to gather the necessary information to comply, but I was ultimately unsuccessful in receiving clear guidance at the time.

We have proudly owned property in Crosslake for multiple years, regularly visit the area, and have always paid our quarterly lodging taxes. There was no intent to avoid compliance—our goal has always been to follow the rules and contribute positively to the community.

I respectfully request that the City reconsider the fine, given our efforts to obtain the correct information, our clean history as responsible property owners, and our commitment to full compliance moving forward.

Thank you for your time and understanding. I'm happy to provide any additional details if helpful.

Sincerely,
Cole Volkers

Cole Volkers

YOU'RE INVITED!



Crosslake's Future

A Community Visioning Event



Thursday, August 21 | 5:30 – 7:30 PM

PURPOSE

Celebrate what makes Crosslake great and help shape the next 10 years of our community's story!

Join the Crosslakers with food and beverages available for purchase from Maucieri's Catering.

LOCATION

The Gathering Event Center
34212 County Road 3 | Crosslake, MN

Learn more by visiting www.crosslakers.com and find us on Facebook @Crosslakers for current updates.

D.
1.

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

The Crosslake City Council held the Regular Council Meeting on Monday, July 14, 2025 in City Hall. The following Council Members were present: Mayor Jackson Purfeerst, Jayme Knapp, Bob Heales, Sandy Farder, and Robin Sylvester. Also in attendance were City Administrator Lori Conway, City Clerk Char Nelson, Public Works Director Pat Wehner, Deputy Clerk/Treasurer Sharyl Murphy, Fire Chief Chip Lohmiller, Police Chief Jake Maier, City Engineer Phil Martin, Echo Publishing Reporter Tom Fraki, and City Auditor Mary Reedy. City Attorney Jordan Soderlind attended via Zoom. There were approximately twenty-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 07R-01-25 WAS MADE BY SANDY FARDER AND SECONDED BY BOB HEALES TO APPROVE THE ADDITIONS TO THE AGENDA. MOTION CARRIED WITH ALL AYES.

B. PUBLIC FORUM –

1. Mike O'Connell of 34088 White Oak Drive recognized the passing of Steve Roe, former Mayor and Council Member of Crosslake.

C. CONSENT CALENDAR – MOTION 07R-02-25 WAS MADE BY BOB HEALES AND SECONDED BY JAYME KNAPP TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR:

1. Regular Council Meeting Minutes of June 9, 2025
2. Special Council Meeting Minutes of June 23, 2025
3. June 2025 Budget Revenues
4. June 2025 Budget Expenditures
5. June 2025 Balance Sheet
6. Police Reports for Crosslake, Mission Township and City of Manhattan Beach – June 2025
7. Fire Department Report – June 2025
8. Public Safety Commission Meeting Minutes of June 4, 2025
9. Parks & Recreation/Library Commission Minutes of May 28, 2025
10. Public Works Meeting Minutes of June 2, 2025
11. Planning & Zoning Commission Meeting Minutes of May 23, 2025
12. Waste Partners Recycling Report for May 2025
13. Crosslake Ideal Lions Club Contribution Report 1/1/25-6/30/25
14. Approval of Temporary On Sale Liquor License for Camp Knutson for 7/19/25
15. Updated List of Regular Scheduled Monthly Commission Meetings
16. Approval of F.I.R.E. Invoices in the Amount of \$1,950.00
17. Bills for Approval in the Amount of \$555,034.78
18. Additional Bills for Approval in the Amount of \$121,670.66

MOTION CARRIED WITH ALL AYES.

D. MAYOR'S AND COUNCIL MEMBERS' REPORT

1. Lynn Scharenbroich of the Paul Bunyan Scenic Byway presented information regarding a video project that would tell the story of Crosslake. Ideal Township and Jenkins participated last year. The cost is approximately \$7,500. The Council agreed to let the EDA review and consider the project on the City's behalf.
2. MOTION 07R-03-25 WAS MADE BY ROBIN SYLVESTER AND SECONDED BY SANDY FARDER TO APPROVE RESOLUTION NO. 25-17 ACCEPTING DONATIONS FROM PAL FOUNDATION IN THE AMOUNT OF \$3,616.19 FOR PICKLEBALL PICNIC TABLES, FROM PAL FOUNDATION IN THE AMOUNT OF \$1,182.21 FOR DOUBLE ROTOR STAND, FROM PAL FOUNDATION IN THE AMOUNT OF \$1,034.93 FOR TREES, FROM PAL FOUNDATION IN THE AMOUNT OF \$100.00 FOR PICKLEBALL TOURNAMENT SPONSORSHIP, FROM NORTHLAND PET LODGE IN THE AMOUNT OF \$100.00 FOR PICKLEBALL TOURNAMENT SPONSORSHIP, FROM CROSSLAKE VETERINARY HOSPITAL IN THE AMOUNT OF \$100.00 FOR PICKLEBALL TOURNAMENT SPONSORSHIP, AND FROM CROSSLAKE FIREFIGHTERS RELIEF ASSOCIATION IN THE AMOUNT OF \$6,542.61 FOR BLACKTOP AT THE COLD STORAGE BUILDING. MOTION CARRIED WITH ALL AYES.
3. MOTION 07R-04-25 WAS MADE BY SANDY FARDER AND SECONDED BY BOB HEALES TO ACCEPT RESIGNATION OF KRISTIN GRAHAM OF THE PARK COMMISSION. MOTION CARRIED WITH ALL AYES.
4. Jonathan Grothe and Cindy Myogeto of the Crosslakers presented estimates from Widseth in the amount of \$7,500 and Bolton & Menk in the amount of \$2,500 to design a citywide map and downtown enlarged map to be used at the kiosks throughout town. Ms. Myogeto stated that wayfinding signage has been a part of the beautification project since it started and requested that the City contribute funds to cover part of the cost. Lori Conway stated that the City has \$3,500 left in the beautification budget. MOTION 07R-05-25 WAS MADE BY SANDY FARDER AND SECONDED BY BOB HEALES TO CONTRIBUTE NO MORE THAN \$3,500 TO THE CROSSLAKERS TO BE USED TOWARDS THE DESIGN SERVICES FROM WIDSETH FOR KIOSK MAPS. MOTION CARRIED WITH ALL AYES.

E. CITY ADMINISTRATOR'S REPORT

1. Audit Principal Mary Reedy of Clifton Larson Allen (CLA) presented the audit results of the financial statements for the year ending December 31, 2024. Mary Reedy noted three material weaknesses: segregation of duties relating to financial transactions due to limited staff; lack of internal control policy; and adjustment of financial statements on a timely basis. Mary presented a slide show of the City's audit results, financial results and key issues/summary. MOTION 07R-06-25 WAS MADE BY ROBIN SYLVESTER AND SECONDED BY JAYME KNAPP TO ACCEPT AND APPROVE THE AUDIT OF THE 2024 FINANCIAL STATEMENTS FOR THE CITY OF CROSSLAKE. MOTION CARRIED WITH ALL AYES.

2. MOTION 07R-07-25 WAS MADE BY SANDY FARDER AND SECONDED BY JAYME KNAPP TO APPROVE THE CANNABIS BUSINESS REGISTRATION APPLICATION FROM MN ROOTS. MOTION CARRIED WITH ALL AYES.
3. The Council scheduled a special meeting on Wednesday, July 23, 2025 at 9:00 A.M. to review the 2026 Budget.

Lori Conway recognized Pat Wehner for his extra work over the Fourth of July holiday in running the sewer plant at record level flows.

F. COMMISSION REPORTS

1. PARK & RECREATION/LIBRARY

- a. MOTION 07R-08-25 WAS MADE BY BOB HEALES AND SECONDED BY ROBIN SYLVESTER TO APPROVE THE BOLTON & MENK ENGINEERING PROPOSAL FOR TRAIL IMPROVEMENT FEASIBILITY PLAN AT AN ESTIMATED COST OF \$32,940, TO BE PAID 50% WITH PARK DEDICATION FEES AND 50% FROM LAKES AREA FOUNDATION DONATION. MOTION CARRIED WITH ALL AYES.

2. PUBLIC WORKS/CEMETERY/SEWER

- a. MOTION 07R-09-25 WAS MADE BY SANDY FARDER AND SECONDED BY BOB HEALES TO APPROVE HARBOR LANE IMPROVEMENTS – PAY REQUEST NO. 1 FROM DECHANTAL EXCAVATING LLC IN THE AMOUNT OF \$27,231.28. MOTION CARRIED WITH ALL AYES.
- b. MOTION 07R-10-25 WAS MADE BY SANDY FARDER AND SECONDED BY BOB HEALES TO MOVE FORWARD WITH THE ARCHEOLOGY STUDY ALONG COUNTY ROADS 103, 37, 3 AND HAPPY LANDING ROAD. MOTION CARRIED WITH ALL AYES.
- c. MOTION 07R-11-25 WAS MADE BY ROBIN SYLVESTER AND SECONDED BY BOB HEALES TO APPROVE CROSSLAKE TREE POLICY. MOTION CARRIED WITH ALL AYES.
- d. MOTION 07R-12-25 WAS MADE BY SANDY FARDER AND SECONDED JACKSON PURFEERST TO CONTINUE WORKING WITH LIGHT UP THE DAM COMMITTEE TO PUT UP AND TAKE DOWN HOLIDAY LIGHTS IN THE ROUNDABOUT. MOTION CARRIED WITH ALL AYES.
- e. Pat Wehner reported that the County will be replanting vegetation within the roundabout in the next few weeks. There is a one year warranty on the plants. Jackson Purfeerst requested that more grass seed be put down in front of Andy's.

PERSONNEL COMMITTEE

- a. MOTION 07R-13-25 WAS MADE BY SANDY FARDER AND SECONDED BY JAYME KNAPP TO APPROVE THE FOLLOWING INTERIM ZONING DIRECTOR SERVICES WITH CHRIS PENCE AT A COST OF \$100 PER HOUR: PERMIT REVIEW AND APPROVALS; COMPLAINT/ENFORCEMENT FOLLOW UP; PLANNING COMMISSION. BOARD OF ADJUSTMENT STAFF SUPPORT (WRITING STAFF REPORT/ATTENDING MEETINGS); AND REVIEW/APPROVE SEPTIC DESIGNS AS NEEDED FOR NEW OR REPLACEMENT SEPTIC SYSTEMS. MOTION CARRIED WITH ALL AYES.
- b. MOTION 07R-14-25 WAS MADE BY BOB HEALES AND SECONDED BY SANDY FARDER TO CREATE AND FILL PLANNING AND ZONING CORRINATOR POSITION IN THE PLANNING AND ZONING DEPARTMENT. MOTION CARRIED WITH ALL AYES.

MOTION 07R-15-25 WAS MADE BY SANDY FARDER AND SECONDED BY BOB HEALES TO FUND THE NEW PLANNING AND ZONING COORDINATOR POSITION IN THE PLANNING AND ZONING DEPARTMENT FOR 2025 WITH RESERVES. MOTION CARRIED WITH ALL AYES.

- G. PUBLIC FORUM** – Peter Graves of 14131 Sugarloaf Road reported that there would be no senior pickleball tournament held this year due to construction of new courts.

Jackson Purfeerst reported that Sandy Farder created City newsletter and they are available in city hall lobby.

Jackson Purfeerst announced that he is holding Town Hall meeting on Thursday, July 24 at Log Church at 6:30 P.M.

- H. NEW BUSINESS** – None.

- I. OLD BUSINESS** – None.

- J. CITY ATTORNEY REPORT** – MOTION 07R-16-25 WAS MADE BY ROBIN SYLVESTER AND SECONDED BY JAYME KNAPP TO CLOSE THE REGULAR MEETING AT 7:05 P.M. PURSUANT TO STATE STATUTE 13D.04, SUBD. 2 TO RECEIVE ATTORNEY-CLIENT COMMUNICATIONS REGARDING ACTIVE LITIGATION AGAINST THE CITY AND PURSUANT TO STATE STATUTE 13D.05, SUBD. 3(B) FOR THE PURPOSE OF ATTORNEY CLIENT PRIVILEGE TO DISCUSS LITIGATION STRATEGY RELATED TO MICHAEL & PAMELA CUNNINGHAM V. CITY OF CROSSLAKE. MOTION CARRIED WITH ALL AYES.

Mayor Purfeerst opened the meeting at 7:21 P.M. and read proposed resolution. Under recommendation from Attorney Paul Reuvers, MOTION 07R-17-25 WAS MADE BY SANDY FARDER AND SECONDED BY BOB HEALES TO APPROVE RESOLUTION

NO. 25-18 REGARDING LAND USE APPLICATIONS AT RIVER TRAIL ROAD.
MOTION CARRIED WITH ALL AYES.

K. ADJOURN – There being no further business at 7:25 P.M., MOTION 07R-18-25 WAS MADE BY SANDY FARDER AND SECONDED BY ROBIN SYLVESTER TO ADJOURN THE REGULAR MEETING. MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,

Charlene Nelson, City Clerk

SPECIAL COUNCIL MEETING
CITY OF CROSSLAKE
WEDNESDAY, JULY 23, 2025
8:30 A.M. – CITY HALL

The Council for the City of Crosslake held a Special Session on Wednesday, July 23, 2025. The following Council Members were present: Mayor Jackson Purfeerst, Sandy Farder, Robin Sylvester, Jayme Knapp, and Bob Heales. Also present were City Administrator Lori Conway, Park Director TJ Graumann, Public Works Director Pat Wehner, Fire Chief Chip Lohmiller, Police Chief Jake Maier, Deputy Clerk/Treasurer Sharyl Murphy, and City Clerk Char Nelson. There were two audience members.

A. CALL TO ORDER - Mayor Purfeerst called the meeting to order at 8:31 A.M. MOTION 07SP1-01-25 WAS MADE BY JACKSON PURFEERST AND SECONDED BY SANDY FARDER TO MOVE SECTION "C" OF THE AGENDA BEFORE SECTION "B". MOTION CARRIED WITH ALL AYES.

B. MAYOR AND COUNCIL

1. MOTION 07SP1-02-25 WAS MADE BY BOB HEALES AND SECONDED BY ROBIN SYLVESTER TO APPROVE LG220 APPLICATION FOR EXEMPT PERMIT FROM NORTHERN LAKES RED LINE CLUB (GIRLS HOCKEY) TO CONDUCT RAFFLE. MOTION CARRIED WITH ALL AYES.

2. Jackson Purfeerst reported that Planner-Zoning Coordinator Cheryl Stuckmayer requested compensation for additional workload due to absence of Zoning Director, training of new staff and to coordinating workflow with Chris Pence. The Personnel Committee made a unanimous recommendation that the Council approve MOU with Ms. Stuckmayer for increase of \$4 per hour and added guidelines of expected duties: training, answering emails and communicating with Chris Pence, and conducting site visits.

Robin Sylvester asked if the expected duties were in Ms. Stuckmayer's job description. Jackson Purfeerst stated that they are and that he was told she is choosing to not perform some duties. Sandy Farder stated that the workload is greater for one person and that is why they offered \$4 more per hour, even though the duties are in her job description. Robin Sylvester stated that she would like clarification and asked if training was in her job description. Lori Conway replied that it was not. Robin Sylvester asked if answering emails was in her job description. Lori Conway replied that it was. Robin Sylvester asked if site visits were in both Cheryl's and the director's job descriptions. Lori Conway replied that they were. Jame Knapp asked for her current wage. Lori Conway replied \$35.47 per hour. MOTION 07SP1-03-25 WAS MADE BY ROBIN SYLVESTER AND SECONDED BY SANDY FARDER TO APPROVE THE INCREASE OF \$4 PER HOUR, UP TO SIX MONTHS, WITH THE UNDERSTANDING, THAT THIS IS NOT FOR DUTIES CURRENTLY IN HER JOB DESCRIPTION, BUT RATHER FOR ADDITIONAL DUTIES TO FILL THE GAP UNTIL WE HIRE A DIRECTOR. MOTION CARRIED WITH ALL

AYES.

C. CITY ADMINISTRATOR

1. Lori Conway reported that the Police Administrative Assistant job description was updated to include the duties that are actually being performed. MOTION 07SP1-04-25 WAS MADE BY ROBIN SYLVESTER AND SECONDED BY SANDY FARDER TO APPROVE THE REVISED POLICE ADMINISTRATIVE ASSISTANT JOB DESCRIPTION TO INCLUDE: DETERMINES NATIONAL INCIDENT-BASED REPORTING SYSTEM (NIBRS) CODE FOR NATIONAL CRIME REPORTING AS REQUIRED BY THE FBI, ASSISTANT EVIDENCE ROOM TECHNICIAN, AND DUTIES ASSOCIATED WITH SHORT TERM RENTAL LICENSING. MOTION CARRIED WITH ALL AYES.
2. Lori Conway reported that she spoke with Aby Garbalagtys over the phone regarding the Zoning Director position and the Personnel Committee conducted a Zoom meeting with her. The Personnel Committee asked if she would be interested in applying for the Planner-Zoning Coordinator position and interviewing with the full council, and she was open to that idea. Lori Conway introduced Aby Garbalagtys and noted that she drove 7 hours to get here.
3. The Council interviewed Ms. Garbalagtys for approximately 30 minutes. When asked when she could start if hired, she stated that because she would have to find housing, September 1 would be a good date.
4. The Council felt that the interview went well, but that there was no rush to hire. Lori Conway reported that another application was received and the Council should consider interviewing this person as well. The Council scheduled a special meeting on Wednesday, August 6 to interview applicant for Planner-Zoning Coordinator position.

D. CITYADMINISTRATOR - BUDGET

1. City Administrator Lori Conway reviewed the preliminary 2026 Expenditure Budget, starting with capital expenses. Administration and Planning & Zoning are expected to have capital expenses related to computer purchases, replacement of server in city hall, and cybersecurity in 2026. Chip Lohmiller asked that cybersecurity be added to the fire department budget because he has no security at the firehall. Before his departure, Paul Satterlund had requested the purchase of permitting software. The Council agreed to add \$5,000 to the 2026 Budget for the software and to reduce the Planning & Zoning budget by \$2,500 for computers.

The Council was in favor of budgeting \$30,000 for each city building (firehall, city hall, community center) for ongoing maintenance, repairs and updates. Jake Maier stated that the walls in City Hall should be insulated because noise can be heard from one room to the next.

Jake Maier reported that he plans to purchase a license plate reader with the \$5,000 donation he received this year and that he added \$3,500 to the budget for annual subscription cost.

Chip Lohmiller reported that the Crosslake Fire Department carries the same amount of water to fires today as they did in 1997. The town has grown and the buildings are bigger so Chip would like to add a tender to the fleet. The chassis could be paid for in 2025 with current available cash and the truck would be paid for when delivered in 2026 or 2027. MOTION 07SP1-05-25 WAS MADE BY BOB HEALES AND SECONDED BY ROBIN SYLVESTER TO APPROVE THE PURCHASE OF CHASSIS IN THE AMOUNT OF \$175,000. After some discussion, the Council decided that they should approve the purchase of the entire truck. MOTION FAILED 2-3 WITH SYLVESTER, KNAPP AND PURFEERST OPPOSED.

MOTION 07SP1-06-25 WAS MADE BY ROBIN SYLVESTER AND SECONDED BY BOB HEALES TO APPROVE THE PURCHASE OF FIRE TENDER IN THE AMOUNT OF \$530,00, WITH CHASSIS BEING PAID FOR IN 2025 IN THE AMOUNT OF \$175,000 AND THE REMAINDER UPON DELIVERY AND TO AMEND THE 2025 BUDGET TO REFLECT THE PURCHASE OF THE CHASSIS. MOTION CARRIED WITH ALL AYES.

Chief Lohmiller stated that the other items in his capital budget are routine items.

Other than road projects and road maintenance, the Public Works Department included the purchase of a brine tank, new trailer, and cameras at the cemetery in their capital budget for 2026.

The 2026 Park capital budget includes expansion of the irrigation system, security cameras, and parking lot lights. TJ Graumann asked if he could use the \$30,000 earmarked for maintenance of the buildings to hire an inspector to examine the community center for any issues since the building is almost 30 years old. The Council discussed the cost of the proposed cold storage building at the park and suggested that a place holder cost of \$70,000 be put in the budget.

The sewer plant is going to need a new filter system and Pat Wehner should have the cost for that at the next budget meeting. Robin Sylvester reported that a resident complained of an odor coming from the river over the busy 4th of July holiday. Pat Wehner stated that the smell was not from the sewer plant nor the water that flows from the plant.

Lori Conway reviewed the general expenditures. Jackson Purfeerst stated that he is in favor of hiring an additional employee in Public Works in 2026 since the workload keeps increasing. MOTION 07SP1-07-25 WAS MADE BY ROBIN SYLVESTER AND SECONDED BY JACKSON PURFEERST TO FILL THE CURRENT HEAVY EQUIPMENT / SEWER OPERATOR VACANCY BY SEPTEMBER. MOTION CARRIED WITH ALL AYES.

Pat Wehner suggested budgeting for an additional employee for the second half of 2026 to see if the position needs to be filled, once the department is fully staffed again. The Council agreed.

The Council agreed to increase part-time wages at the park to \$16 per hour in 2026 and to increase payment to Donna Keiffer to \$31 per Silver Sneakers class. MOTION 07SP1-08-25 WAS MADE BY ROBIN SYLVESTER AND SECONDED BY SANDY FARDER

TO REVISE THE EMPLOYEE HANDBOOK TO STATE THAT EMPLOYEES THAT ARE LESS THAN FULLTIME ARE ELIGIBLE TO RECEIVE H.S.A. BENEFITS, AT THE PERCENTAGE OF HOURS WORKED, IF THEY PARTICIPATE IN THE CITY'S HEALTH CARE PLAN. MOTION CARRIED WITH ALL AYES.

Jackson Purfeerst asked if any of the outstanding bonds have interest rates over 5%. Lori Conway stated that she would look into that and report back to the Council. Mr. Purfeerst asked that the Council add a discussion regarding debt to the special meeting scheduled for August 6, after the interview. The Council agreed.

Rather than bonding for the 2025 Road Improvements, Lori Conway suggested that the Council pay cash. The Council agreed to discuss the EDA and Sewer budgets at the next meeting. The Council scheduled the next two budget meetings for August 20, 2025 at 2:30 P.M. and September 10, 2025 at 9:30 A.M.

E. ADJOURN - MOTION 07SP1-09-25 WAS MADE BY SANDY FARDER AND SECONDED BY ROBIN SYLVESTER TO ADJOURN THE MEETING AT 11:42 A.M. MOTION CARRIED WITH ALL AYES.

Respectfully Submitted,

Charlene Nelson
City Clerk

D.
3.

SPECIAL COUNCIL MEETING
CITY OF CROSSLAKE
WEDNESDAY, AUGUST 6, 2025
8:00 A.M. – CITY HALL

The Council for the City of Crosslake held a Special Session on Wednesday, August 6, 2025. The following Council Members were present: Mayor Jackson Purfeerst, Sandy Farder, Robin Sylvester, Jayme Knapp, and Bob Heales. Also present were City Administrator Lori Conway, Park Director TJ Graumann, Public Works Director Pat Wehner, Fire Chief Chip Lohmiller, and City Clerk Char Nelson. There was no audience.

Mayor Purfeerst called the meeting to order at 8:00 A.M.

MOTION 08SP1-01-25 WAS MADE BY SANDY FARDER AND SECONDED BY JAYME KNAPP TO APPROVE RESOLUTION NO. 25-19 IN SUPPORT OF APPLYING FOR \$37,890 SOURCEWELL PUBLIC SAFETY IMPACT FUNDING. MOTION CARRIED WITH ALL AYES.

The Council interviewed Celeste Torgerson for the Planner-Zoning Coordinator position for approximately 20 minutes. The Council felt Ms. Torgerson was the most qualified applicant for the position. MOTION 08SP1-02-25 WAS MADE BY JAYME KNAPP AND SECONDED BY SANDY FARDER TO DIRECT LORI CONWAY TO OFFER POSITION TO CELESTE TORGERSON AT A WAGE UP TO STEP 5 ON THE UNION WAGE SCALE. MOTION CARRIED WITH ALL AYES.

MOTION 08SP1-03-25 WAS MADE BY SANDY FARDER AND SECONDED BY JACKSON PURFEERST TO ADJOURN THE MEETING AT 8:38 A.M. MOTION CARRIED WITH ALL AYES.

Respectfully Submitted,

Charlene Nelson
City Clerk

D. 4.

City of Crosslake
Budget - Revenues
 JULY

08/06/25 7:38 AM

Page 1

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	\$892,916.01	\$2,372,053.29	\$1,572,581.71	60.13%
R 101-31800 Other Taxes	\$0.00	\$1,508.09	\$1,511.89	-\$1,511.89	0.00%
R 101-31900 Penalties and Interest DelTax	\$1,500.00	\$88.66	\$1,161.78	\$338.22	77.45%
R 101-32110 Liquor License - All	\$21,250.00	\$22,275.00	\$26,373.36	-\$5,123.36	124.11%
R 101-32180 Other Licenses/Permits	\$500.00	\$500.00	\$650.00	-\$150.00	130.00%
R 101-32200 STR Fees/Fines	\$127,500.00	\$2,248.50	\$73,482.00	\$54,018.00	57.63%
R 101-33400 State Grants and Aids	\$92,350.00	\$22,371.00	\$22,371.00	\$69,979.00	24.22%
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	\$2,574.00	\$20,694.00	-\$7,694.00	159.18%
R 101-33423 Insurance Claim Reimbursement	\$0.00	\$5,019.31	\$589,696.01	-\$589,696.01	0.00%
R 101-34000 Charges for Services	\$275.00	\$6.00	\$42.00	\$233.00	15.27%
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	\$6,325.00	\$41,960.00	\$23,040.00	64.55%
R 101-34104 Plat Check Fee/Subdivision Fee	\$11,000.00	\$0.00	\$8,730.00	\$2,270.00	79.36%
R 101-34105 Variances and CUPS/IUPS	\$12,500.00	\$1,500.00	\$3,000.00	\$9,500.00	24.00%
R 101-34106 Sign Permits	\$500.00	\$0.00	\$400.00	\$100.00	80.00%
R 101-34107 Assessment Search Fees	\$2,000.00	\$165.00	\$900.00	\$1,100.00	45.00%
R 101-34108 Zoning Misc/Penalties	\$1,500.00	\$900.00	\$2,366.60	-\$866.60	157.77%
R 101-34112 Septic Permits	\$17,000.00	\$4,880.00	\$15,510.00	\$1,490.00	91.24%
R 101-34201 Fire Department Donations	\$5,200.00	\$46,686.11	\$61,144.16	-\$55,944.16	1175.85%
R 101-34202 Fire Contract Services	\$55,000.00	\$11,650.00	\$71,612.90	-\$16,612.90	130.21%
R 101-34210 Police Contracts	\$68,000.00	\$18,035.35	\$58,673.09	\$9,326.91	86.28%
R 101-34211 Police Donations	\$0.00	\$0.00	\$25,000.00	-\$25,000.00	0.00%
R 101-34213 Police Receipts	\$3,000.00	\$310.00	\$760.00	\$2,240.00	25.33%
R 101-34300 E911 Signs	\$1,500.00	\$600.00	\$3,200.00	-\$1,700.00	213.33%
R 101-34700 Park & Rec Donation	\$1,000.00	\$10.00	\$1,225.00	-\$225.00	122.50%
R 101-34711 Taxable Merchandise/Rentals	\$0.00	\$53.00	\$113.00	-\$113.00	0.00%
R 101-34740 Park Concessions	\$0.00	\$0.00	\$30.00	-\$30.00	0.00%
R 101-34741 Concessions - All Depts	\$500.00	\$0.00	\$3.00	\$497.00	0.60%
R 101-34750 CCC/Park User Fee	\$3,000.00	\$490.50	\$1,761.00	\$1,239.00	58.70%
R 101-34751 Shelter/Beer/Wine Fees	\$300.00	\$90.00	\$90.00	\$210.00	30.00%
R 101-34760 Library Cards	\$600.00	\$203.00	\$849.00	-\$249.00	141.50%
R 101-34761 Library Donations	\$300.00	\$15.00	\$2,015.00	-\$1,715.00	671.67%
R 101-34762 Library Copies	\$275.00	\$90.00	\$362.00	-\$87.00	131.64%
R 101-34763 Library Events	\$4,000.00	\$2,538.88	\$4,352.13	-\$352.13	108.80%
R 101-34764 Library Miscellaneous	\$0.00	\$3.00	\$6.00	-\$6.00	0.00%
R 101-34768 PAL Foundation - Library	\$200.00	\$0.00	\$1,182.21	-\$982.21	591.11%
R 101-34769 PAL Foundation - Park	\$73,000.00	\$48,313.90	\$71,405.18	\$1,594.82	97.82%
R 101-34770 Silver Sneakers	\$16,600.00	\$2,056.50	\$11,542.50	\$5,057.50	69.53%
R 101-34790 Park Dedication Fees	\$40,000.00	\$0.00	\$16,500.00	\$23,500.00	41.25%
R 101-34800 Park & Rec Activity Fees	\$3,000.00	\$906.00	\$1,408.00	\$1,592.00	46.93%
R 101-34801 Park&Rec Taxable Activity Fees	\$29,500.00	\$7,288.49	\$7,463.49	\$22,036.51	25.30%
R 101-34802 Softball/Baseball Fees	\$0.00	\$0.00	\$1,115.00	-\$1,115.00	0.00%
R 101-34803 Recreation-Misc. Receipts	\$1,000.00	\$10,100.58	\$10,623.08	-\$9,623.08	1062.31%
R 101-34806 Weight Room Fees	\$0.00	\$777.00	\$21,531.67	-\$21,531.67	0.00%
R 101-34807 Volleyball Fees	\$0.00	\$0.00	\$509.00	-\$509.00	0.00%
R 101-34810 Pickle Ball Fees	\$15,000.00	\$3,093.71	\$23,537.04	-\$8,537.04	156.91%
R 101-34940 Cemetery Lots	\$6,000.00	\$100.00	\$2,100.00	\$3,900.00	35.00%
R 101-34941 Cemetery Openings	\$4,000.00	\$650.00	\$2,800.00	\$1,200.00	70.00%
R 101-34942 Cemetery Other	\$450.00	\$200.00	\$700.00	-\$250.00	155.56%

Account Descr	2025 YTD Budget	MTD Amt	2025 YTD Amt	2025 YTD Balance	%YTD Budget
R 101-34950 Public Works Revenue	\$3,000.00	\$151.01	\$851.01	\$2,148.99	28.37%
R 101-34952 County Joint Facility Payments	\$35,000.00	\$0.00	\$20,220.03	\$14,779.97	57.77%
R 101-34953 Recycling Revenues	\$500.00	\$0.00	\$349.89	\$150.11	69.98%
R 101-35100 Court Fines - Police	\$10,000.00	\$1,091.56	\$10,376.98	-\$376.98	103.77%
R 101-35103 Library Fines	\$300.00	\$0.00	\$125.00	\$175.00	41.67%
R 101-35105 Restitution Receipts	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
R 101-36200 Miscellaneous Revenues	\$6,000.00	\$2,569.60	\$8,236.78	-\$2,236.78	137.28%
R 101-36201 Misc Reimbursements	\$0.00	\$204.88	\$2,552.79	-\$2,552.79	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	\$18,795.50	\$103,654.02	\$76,345.98	57.59%
R 101-36256 Sp Assess P - Other	\$9,563.00	\$606.08	\$1,969.89	\$7,593.11	20.60%
R 101-36257 Sp Assess I - Other	\$5,469.00	\$230.30	\$748.53	\$4,720.47	13.69%
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	\$1,141,186.52	\$3,733,600.30	\$3,208,079.70	
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	\$2.12	\$16.78	-\$16.78	0.00%
R 301-31313 2018 ROADS-EST BOND LEVY	\$101,175.00	\$22,904.35	\$60,811.52	\$40,363.48	60.11%
R 301-31317 2019A City Hall/Police	\$309,415.00	\$70,077.86	\$186,172.51	\$123,242.49	60.17%
R 301-31318 2021 GO Equip Cert Series 2021	\$141,750.00	\$32,088.09	\$85,295.62	\$56,454.38	60.17%
R 301-31319 2022A Fire Truck	\$126,083.00	\$28,567.00	\$75,876.94	\$50,206.06	60.18%
R 301-31320 2022A Road Projects	\$40,993.00	\$9,296.01	\$24,686.01	\$16,306.99	60.22%
R 301-31322 2025 Road Project Bonds	\$128,500.00	\$28,725.44	\$73,958.65	\$54,541.35	57.56%
R 301-31900 Penalties and Interest DelTax	\$0.00	\$64.74	\$64.74	-\$64.74	0.00%
R 301-36100 Sp Assess Prin Daggett Pine	\$0.00	\$587.84	\$3,869.05	-\$3,869.05	0.00%
R 301-36101 Sp Assess Int Daggett Pine	\$0.00	\$2,136.68	\$2,136.68	-\$2,136.68	0.00%
R 301-36121 Sp Assess Prin 2022 Roads	\$11,343.00	\$2,470.23	\$6,385.05	\$4,957.95	56.29%
R 301-36122 Sp Assess Int 2022 Roads	\$10,056.00	\$1,883.02	\$5,754.31	\$4,301.69	57.22%
R 301-36123 Sp Assess Prin Daggett Bay Rd	\$1,471.00	\$318.29	\$805.24	\$665.76	54.74%
R 301-36124 Sp Assess Int Daggett Bay Rd	\$319.00	\$12.94	\$153.30	\$165.70	48.06%
301 DEBT SERVICE FUND	\$871,105.00	\$199,134.61	\$525,989.63	\$345,115.37	
405 TAX INCREMENT FINANCE PROJECTS					
R 405-31056 Tax Increment 1-9 C&J Develop	\$12,362.00	\$2,288.23	\$7,437.23	\$4,924.77	60.16%
405 TAX INCREMENT FINANCE PROJECTS	\$12,362.00	\$2,288.23	\$7,437.23	\$4,924.77	
502 ECONOMIC DEVELOPMENT FUND					
R 502-31000 General Property Taxes	\$18,100.00	\$4,126.00	\$10,961.85	\$7,138.15	60.56%
502 ECONOMIC DEVELOPMENT FUND	\$18,100.00	\$4,126.00	\$10,961.85	\$7,138.15	
601 SEWER OPERATING FUND					
R 601-31000 General Property Taxes	\$161,761.00	\$36,677.62	\$97,920.34	\$63,840.66	60.53%
R 601-34410 Unallocated Reserves	\$0.00	-\$1,933.87	-\$2,532.44	\$2,532.44	0.00%
R 601-36104 Penalty & Interest	\$1,500.00	\$1,233.43	\$4,424.48	-\$2,924.48	294.97%
R 601-36200 Miscellaneous Revenues	\$1,500.00	\$0.00	\$1,263.85	\$236.15	84.26%
R 601-37200 User Fee	\$430,000.00	\$41,457.37	\$271,955.66	\$158,044.34	63.25%
R 601-37250 Sewer Connection Payments	\$45,000.00	\$0.00	\$22,060.00	\$22,940.00	49.02%
601 SEWER OPERATING FUND	\$639,761.00	\$77,434.55	\$395,091.89	\$244,669.11	
651 SEWER RESTRICTED SINKING FUND					
R 651-31306 2003 Disposal System Levy	\$0.00	\$72.54	\$229.80	-\$229.80	0.00%
R 651-31312 2017 GO Sewer Rev Imp Bonds	\$118,865.00	\$26,911.56	\$71,491.21	\$47,373.79	60.14%
R 651-31321 2022A Sewer Bonds	\$136,102.00	\$30,845.51	\$81,928.67	\$54,173.33	60.20%
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%

Account Descr	2025 YTD Budget	MTD Amt	2025 YTD Amt	2025 YTD Balance	%YTD Budget
651 SEWER RESTRICTED SINKING FUND	\$256,967.00	\$57,829.61	\$153,649.68	\$103,317.32	
	\$8,739,975.00	\$1,481,999.52	\$4,826,730.58	\$3,913,244.42	

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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	\$3,010.00	\$19,670.00	\$22,630.00	46.50%
E 101-41110-122 FICA	\$3,236.00	\$230.29	\$1,504.93	\$1,731.07	46.51%
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	\$201.85	\$298.15	40.37%
E 101-41110-208 Instruction Fees	\$2,000.00	\$409.48	\$1,724.48	\$275.52	86.22%
E 101-41110-321 Communications-Cellular	\$1,376.00	\$64.96	\$307.43	\$1,068.57	22.34%
E 101-41110-331 Travel Expenses	\$1,500.00	\$558.56	\$1,210.74	\$289.26	80.72%
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	\$532.50	\$641.50	45.36%
41110 Council	\$53,445.00	\$4,345.79	\$25,259.53	\$28,185.47	
41400 Administration					
E 101-41400-100 Wages - Dept Heads	\$129,168.00	\$14,904.00	\$73,638.45	\$55,529.55	57.01%
E 101-41400-109 City Clerk/Admin Asst	\$96,200.00	\$11,187.99	\$58,215.72	\$37,984.28	60.52%
E 101-41400-116 Treasurer/Deputy Clerk	\$82,264.00	\$9,246.00	\$46,290.00	\$35,974.00	56.27%
E 101-41400-121 PERA	\$23,072.00	\$2,650.35	\$13,194.62	\$9,877.38	57.19%
E 101-41400-122 FICA	\$23,534.00	\$2,344.61	\$11,437.78	\$12,096.22	48.60%
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	\$18,786.78	\$12,326.22	60.38%
E 101-41400-132 Employer Paid Disability	\$567.00	\$40.94	\$286.58	\$280.42	50.54%
E 101-41400-133 Employer Paid Dental	\$1,527.00	\$159.56	\$1,128.12	\$398.88	73.88%
E 101-41400-134 Employer Paid Life	\$336.00	\$27.96	\$195.72	\$140.28	58.25%
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	\$9,075.00	\$525.00	94.53%
E 101-41400-200 Office Supplies	\$3,200.00	\$1,218.09	\$2,282.31	\$917.69	71.32%
E 101-41400-208 Instruction Fees	\$5,000.00	\$65.00	\$370.00	\$4,630.00	7.40%
E 101-41400-210 Operating Supplies	\$1,000.00	\$25.00	\$208.99	\$791.01	20.90%
E 101-41400-220 Repair/Maint Supply - Equip	\$3,864.00	\$493.33	\$3,505.81	\$358.19	90.73%
E 101-41400-320 Communications	\$3,000.00	\$310.61	\$1,544.49	\$1,455.51	51.48%
E 101-41400-322 Postage	\$750.00	\$145.34	\$488.88	\$261.12	65.18%
E 101-41400-331 Travel Expenses	\$1,000.00	\$514.46	\$593.56	\$406.44	59.36%
E 101-41400-351 Legal Notices Publishing	\$750.00	\$530.40	\$731.09	\$18.91	97.48%
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	\$26.56	\$473.44	5.31%
E 101-41400-433 Dues/Contracts/Subscription	\$2,430.00	\$514.52	\$3,486.44	-\$1,056.44	143.47%
E 101-41400-443 Sales Tax	\$100.00	\$1.00	\$1.00	\$99.00	1.00%
E 101-41400-500 Capital Outlay -	\$5,692.00	\$3,988.22	\$5,676.73	\$15.27	99.73%
E 101-41400-600 Principal	\$743.00	\$175.24	\$667.37	\$75.63	89.82%
E 101-41400-610 Interest	\$3.00	\$41.12	\$43.99	-\$40.99	1466.33%
41400 Administration	\$432,669.00	\$53,731.18	\$253,232.99	\$179,436.01	
41410 Elections					
E 101-41410-107 Fire Calls or Services	\$0.00	\$0.00	\$1,623.75	-\$1,623.75	0.00%
E 101-41410-430 Miscellaneous	\$0.00	\$0.00	\$395.60	-\$395.60	0.00%
41410 Elections	\$0.00	\$0.00	\$2,019.35	-\$2,019.35	
41600 Audit/Legal Services					
E 101-41600-301 Auditing and Acct g Services	\$42,000.00	\$6,090.00	\$43,389.25	-\$1,389.25	103.31%
E 101-41600-304 Legal Fees (Civil)	\$7,000.00	\$1,092.00	\$9,710.16	-\$2,710.16	138.72%
E 101-41600-307 Legal Fees (Labor)	\$25,000.00	\$4,600.40	\$19,452.81	\$5,547.19	77.81%

Account Descr	2025 YTD Budget	MTD Amt	2025 YTD Amt	2025 YTD Balance	%YTD Budget
41600 Audit/Legal Services	\$74,000.00	\$11,782.40	\$72,552.22	\$1,447.78	
41910 Planning and Zoning					
E 101-41910-100 Wages - Dept Heads	\$88,691.00	\$5,842.68	\$46,957.08	\$41,733.92	52.94%
E 101-41910-102 Admin Asst	\$0.00	\$3,272.75	\$3,272.75	-\$3,272.75	0.00%
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	\$9,926.15	\$47,899.77	\$31,198.23	60.56%
E 101-41910-121 PERA	\$12,584.00	\$2,780.47	\$12,012.06	\$571.94	95.46%
E 101-41910-122 FICA	\$13,631.00	\$1,326.65	\$6,684.67	\$6,946.33	49.04%
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	\$936.45	\$14,393.85	\$30,556.15	32.02%
E 101-41910-132 Employer Paid Disability	\$297.00	\$23.22	\$162.54	\$134.46	54.73%
E 101-41910-133 Employer Paid Dental	\$2,171.00	\$123.53	\$1,203.47	\$967.53	55.43%
E 101-41910-134 Employer Paid Life	\$224.00	\$15.38	\$107.66	\$116.34	48.06%
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	\$2,912.60	\$12,951.20	-\$151.20	101.18%
E 101-41910-200 Office Supplies	\$2,200.00	\$686.10	\$1,690.55	\$509.45	76.84%
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	\$20.00	\$34.99	\$715.01	4.67%
E 101-41910-212 Motor Fuels	\$500.00	\$63.38	\$101.57	\$398.43	20.31%
E 101-41910-220 Repair/Maint Supply - Equip	\$5,000.00	\$532.97	\$3,455.45	\$1,544.55	69.11%
E 101-41910-258 Uniform - Department Head	\$600.00	\$63.89	\$63.89	\$536.11	10.65%
E 101-41910-259 Uniform - Staff	\$500.00	\$0.00	\$498.97	\$1.03	99.79%
E 101-41910-303 Engineering Fees	\$1,500.00	\$4,960.00	\$4,960.00	-\$3,460.00	330.67%
E 101-41910-304 Legal Fees (Civil)	\$6,000.00	\$693.00	\$4,440.40	\$1,559.60	74.01%
E 101-41910-320 Communications	\$2,600.00	\$210.74	\$1,244.88	\$1,355.12	47.88%
E 101-41910-321 Communications-Cellular	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
E 101-41910-322 Postage	\$650.00	\$145.33	\$488.89	\$161.11	75.21%
E 101-41910-331 Travel Expenses	\$1,000.00	\$150.00	\$234.00	\$766.00	23.40%
E 101-41910-332 Travel Expense- P&Z Comm	\$4,000.00	\$950.00	\$2,560.00	\$1,440.00	64.00%
E 101-41910-340 Advertising	\$150.00	\$950.00	\$950.00	-\$800.00	633.33%
E 101-41910-351 Legal Notices Publishing	\$1,600.00	\$106.51	\$502.79	\$1,097.21	31.42%
E 101-41910-352 Filing Fees	\$900.00	\$402.73	\$957.73	-\$57.73	106.41%
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	\$1,320.00	\$3,280.00	\$4,720.00	41.00%
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	\$0.00	\$89.28	\$410.72	17.86%
E 101-41910-433 Dues/Contracts/Subscription	\$2,560.00	\$166.50	\$1,498.36	\$1,061.64	58.53%
E 101-41910-443 Sales Tax	\$20.00	\$0.00	\$2.00	\$18.00	10.00%
E 101-41910-452 Refund	\$500.00	\$350.00	\$1,100.00	-\$600.00	220.00%
E 101-41910-470 Consultant Fees	\$4,000.00	\$375.00	\$1,375.00	\$2,625.00	34.38%
E 101-41910-500 Capital Outlay -	\$4,879.00	\$0.00	\$278.31	\$4,600.69	5.70%
E 101-41910-600 Principal	\$743.00	\$175.24	\$667.37	\$75.63	89.82%
E 101-41910-610 Interest	\$3.00	\$41.12	\$43.99	-\$40.99	1466.33%
41910 Planning and Zoning	\$326,299.00	\$39,522.39	\$182,021.47	\$144,277.53	
41940 General Government					
E 101-41940-199 Employee Recognition	\$4,000.00	\$0.00	\$470.83	\$3,529.17	11.77%
E 101-41940-210 Operating Supplies	\$2,500.00	\$46.93	\$1,868.83	\$631.17	74.75%
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	\$365.70	\$617,851.24	-\$607,351.24	5884.30%
E 101-41940-316 Security Monitoring	\$1,650.00	\$0.00	\$1,607.64	\$42.36	97.43%
E 101-41940-320 Communications	\$1,000.00	\$87.28	\$524.22	\$475.78	52.42%
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	\$998.33	\$2,470.74	\$38,279.26	6.06%
E 101-41940-351 Legal Notices Publishing	\$600.00	\$175.61	\$264.95	\$335.05	44.16%

Account Descr	2025 YTD Budget	MTD Amt	2025 YTD Amt	2025 YTD Balance	%YTD Budget
E 101-41940-354 Ordinance Codification	\$5,000.00	\$0.00	\$485.50	\$4,514.50	9.71%
E 101-41940-360 Insurance	\$26,275.00	\$0.00	\$23,992.83	\$2,282.17	91.31%
E 101-41940-381 Electric Utilities	\$11,000.00	\$1,352.00	\$5,956.00	\$5,044.00	54.15%
E 101-41940-383 Gas Utilities	\$4,500.00	\$54.99	\$1,440.23	\$3,059.77	32.01%
E 101-41940-384 Refuse/Garbage Disposal	\$850.00	\$73.84	\$438.88	\$411.12	51.63%
E 101-41940-385 Sewer Utility	\$780.00	\$65.00	\$390.00	\$390.00	50.00%
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	\$4,300.00	\$8,700.00	33.08%
E 101-41940-430 Miscellaneous	\$2,000.00	\$385.00	\$1,388.10	\$611.90	69.41%
E 101-41940-433 Dues/Contracts/Subscription	\$9,400.00	\$1,780.93	\$6,496.45	\$2,903.55	69.11%
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	\$3,863.25	\$11,633.02	\$3,819.98	75.28%
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	-\$533.47	\$91.47	-\$91.47	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	\$0.00	\$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	\$5,850.00	\$94,150.00	5.85%
41940 General Government	\$363,568.00	\$9,315.39	\$705,426.84	-\$341,858.84	
42110 Police Administration					
E 101-42110-100 Wages - Dept Heads	\$100,547.00	\$11,717.61	\$59,382.26	\$41,164.74	59.06%
E 101-42110-105 Part-time or Intern Wages	\$26,000.00	\$330.00	\$750.00	\$25,250.00	2.88%
E 101-42110-115 Admin Asst or Program Fac	\$58,219.00	\$6,747.60	\$33,938.46	\$24,280.54	58.29%
E 101-42110-117 Police Officers - Full-time	\$399,328.00	\$49,147.60	\$204,311.52	\$195,016.48	51.16%
E 101-42110-119 Sergeant Wages	\$90,875.00	\$10,485.60	\$52,428.00	\$38,447.00	57.69%
E 101-42110-121 PERA	\$101,165.00	\$13,193.58	\$58,491.17	\$42,673.83	57.82%
E 101-42110-122 FICA	\$12,353.00	\$1,259.75	\$5,728.30	\$6,624.70	46.37%
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	\$14,104.25	\$73,604.97	\$56,045.03	56.77%
E 101-42110-132 Employer Paid Disability	\$1,002.00	\$87.83	\$562.96	\$439.04	56.18%
E 101-42110-133 Employer Paid Dental	\$5,512.00	\$620.06	\$3,706.24	\$1,805.76	67.24%
E 101-42110-134 Employer Paid Life	\$783.00	\$74.56	\$558.20	\$224.80	71.29%
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	\$13,200.00	\$28,050.00	\$10,350.00	73.05%
E 101-42110-200 Office Supplies	\$400.00	\$0.00	\$392.28	\$7.72	98.07%
E 101-42110-208 Instruction Fees	\$10,001.00	\$0.00	\$5,348.00	\$4,653.00	53.47%
E 101-42110-209 Physicals	\$800.00	\$0.00	\$50.00	\$750.00	6.25%
E 101-42110-210 Operating Supplies	\$4,000.00	\$53.29	\$1,939.04	\$2,060.96	48.48%
E 101-42110-212 Motor Fuels	\$20,000.00	\$1,837.17	\$8,390.97	\$11,609.03	41.95%
E 101-42110-214 Auto Expense- Squad Vehicl	\$10,200.00	\$0.00	\$4,282.05	\$5,917.95	41.98%
E 101-42110-220 Repair/Maint Supply - Equip	\$8,500.00	\$1,080.00	\$2,580.00	\$5,920.00	30.35%
E 101-42110-223 Bldg Repair Suppl/Maintena	\$500.00	\$0.00	\$678.70	-\$178.70	135.74%
E 101-42110-258 Uniform - Department Head	\$900.00	\$65.30	\$967.72	-\$67.72	107.52%
E 101-42110-259 Uniform - Staff	\$5,400.00	\$771.55	\$3,643.70	\$1,756.30	67.48%
E 101-42110-270 Ammunition	\$2,500.00	\$0.00	\$2,437.28	\$62.72	97.49%
E 101-42110-281 Tactical Team	\$10,000.00	\$0.00	\$5,749.63	\$4,250.37	57.50%
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 101-42110-304 Legal Fees (Civil)	\$0.00	\$0.00	\$567.00	-\$567.00	0.00%
E 101-42110-319 Donation Expenditures	\$0.00	\$20,000.00	\$20,000.00	-\$20,000.00	0.00%
E 101-42110-320 Communications	\$5,940.00	\$478.86	\$2,943.34	\$2,996.66	49.55%
E 101-42110-321 Communications-Cellular	\$6,500.00	\$642.73	\$3,509.91	\$2,990.09	54.00%

Account Descr	2025 YTD Budget	MTD Amt	2025 YTD Amt	2025 YTD Balance	%YTD Budget
E 101-42110-322 Postage	\$300.00	\$20.50	\$245.75	\$54.25	81.92%
E 101-42110-331 Travel Expenses	\$2,500.00	\$190.69	\$2,747.40	-\$247.40	109.90%
E 101-42110-360 Insurance	\$34,737.00	\$0.00	\$33,420.91	\$1,316.09	96.21%
E 101-42110-405 Cleaning Services	\$4,800.00	\$300.00	\$2,100.00	\$2,700.00	43.75%
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	-\$18,243.75	\$15,440.98	\$33,809.02	31.35%
E 101-42110-443 Sales Tax	\$200.00	\$0.00	\$1.00	\$199.00	0.50%
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	\$1,023.84	\$39,740.44	\$5,638.56	87.57%
E 101-42110-550 Capital Outlay -	\$69,238.00	\$0.00	\$29,498.51	\$39,739.49	42.60%
E 101-42110-600 Principal	\$259.00	\$0.00	\$242.81	\$16.19	93.75%
E 101-42110-610 Interest	\$2.00	\$0.00	\$0.65	\$1.35	32.50%
42110 Police Administration	\$1,308,039.00	\$129,188.62	\$747,358.77	\$560,680.23	
42280 Fire Administration					
E 101-42280-100 Wages - Dept Heads	\$94,994.00	\$10,960.80	\$54,804.00	\$40,190.00	57.69%
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	\$19,686.00	\$118,201.50	\$21,798.50	84.43%
E 101-42280-121 PERA	\$16,814.00	\$1,940.07	\$9,700.33	\$7,113.67	57.69%
E 101-42280-122 FICA	\$12,248.00	\$1,632.50	\$9,672.46	\$2,575.54	78.97%
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	\$13,110.30	\$9,364.70	58.33%
E 101-42280-132 Employer Paid Disability	\$174.00	\$13.57	\$94.99	\$79.01	54.59%
E 101-42280-133 Employer Paid Dental	\$1,424.00	\$120.50	\$828.60	\$595.40	58.19%
E 101-42280-134 Employer Paid Life	\$112.00	\$9.32	\$65.24	\$46.76	58.25%
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	\$4,950.00	\$1,450.00	77.34%
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	\$2,699.00	\$16,347.00	\$3,653.00	81.74%
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	\$481.00	\$2,161.81	\$838.19	72.06%
E 101-42280-212 Motor Fuels	\$1,500.00	\$202.70	\$518.24	\$981.76	34.55%
E 101-42280-213 Diesel Fuel	\$1,750.00	\$256.61	\$1,085.82	\$664.18	62.05%
E 101-42280-220 Repair/Maint Supply - Equip	\$6,500.00	\$2,011.00	\$4,024.64	\$2,475.36	61.92%
E 101-42280-221 Repair/Maint Vehicles	\$15,000.00	\$21.55	\$1,987.77	\$13,012.23	13.25%
E 101-42280-223 Bldg Repair Suppl/Maintena	\$8,000.00	\$2,989.06	\$11,617.41	-\$3,617.41	145.22%
E 101-42280-233 FIRE PREVENTION	\$3,000.00	\$1,330.00	\$1,330.00	\$1,670.00	44.33%
E 101-42280-240 Small Tools and Minor Equip	\$4,000.00	\$456.46	\$2,198.15	\$1,801.85	54.95%
E 101-42280-258 Uniform - Department Head	\$3,500.00	\$0.00	\$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	\$6,542.61	\$9,777.56	-\$9,777.56	0.00%
E 101-42280-320 Communications	\$3,000.00	\$315.98	\$1,872.74	\$1,127.26	62.42%
E 101-42280-321 Communications-Cellular	\$4,500.00	\$432.23	\$2,593.38	\$1,906.62	57.63%
E 101-42280-322 Postage	\$25.00	\$15.10	\$15.10	\$9.90	60.40%
E 101-42280-331 Travel Expenses	\$5,000.00	\$0.00	\$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	\$811.00	\$4,196.00	\$3,804.00	52.45%
E 101-42280-383 Gas Utilities	\$7,000.00	\$32.77	\$3,601.92	\$3,398.08	51.46%
E 101-42280-384 Refuse/Garbage Disposal	\$1,500.00	\$112.52	\$668.78	\$831.22	44.59%
E 101-42280-385 Sewer Utility	\$780.00	\$65.00	\$390.00	\$390.00	50.00%
E 101-42280-405 Cleaning Services	\$2,400.00	\$235.00	\$1,645.00	\$755.00	68.54%
E 101-42280-430 Miscellaneous	\$1,000.00	\$0.00	\$390.95	\$609.05	39.10%
E 101-42280-433 Dues/Contracts/Subsorption	\$4,000.00	\$278.72	\$2,456.35	\$1,543.65	61.41%
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	\$309.00	\$2,835.00	\$20,165.00	12.33%

Account Descr	2025 YTD Budget	MTD Amt	2025 YTD Amt	2025 YTD Balance	%YTD Budget
E 101-42280-500 Capital Outlay -	\$129,639.00	\$0.00	\$124,023.81	\$5,615.19	95.67%
42280 Fire Administration	\$592,737.00	\$57,482.97	\$443,994.02	\$148,742.98	
42500 Ambulance Services					
E 101-42500-223 Bldg Repair Suppl/Maintena	\$433.00	\$0.00	\$158.00	\$275.00	36.49%
42500 Ambulance Services	\$433.00	\$0.00	\$158.00	\$275.00	
43000 Public Works (GENERAL)					
E 101-43000-100 Wages - Dept Heads	\$44,106.00	\$5,104.20	\$25,551.01	\$18,554.99	57.93%
E 101-43000-108 Tech 3/PW Heavy Equip Op	\$191,092.00	\$18,636.00	\$100,118.92	\$90,973.08	52.39%
E 101-43000-121 PERA	\$17,640.00	\$1,728.78	\$9,345.89	\$8,294.11	52.98%
E 101-43000-122 FICA	\$17,993.00	\$1,609.55	\$8,542.62	\$9,450.38	47.48%
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	\$3,074.41	\$16,671.57	\$30,861.43	35.07%
E 101-43000-132 Employer Paid Disability	\$386.00	\$37.59	\$263.13	\$122.87	68.17%
E 101-43000-133 Employer Paid Dental	\$2,187.00	\$180.83	\$1,491.68	\$695.32	68.21%
E 101-43000-134 Employer Paid Life	\$346.00	\$27.01	\$208.60	\$137.40	60.29%
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	\$2,475.00	\$11,525.00	\$3,195.00	78.29%
E 101-43000-200 Office Supplies	\$450.00	\$0.00	\$303.48	\$146.52	67.44%
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	\$46.53	\$403.91	\$796.09	33.66%
E 101-43000-212 Motor Fuels	\$10,000.00	\$838.12	\$2,951.33	\$7,048.67	29.51%
E 101-43000-213 Diesel Fuel	\$18,000.00	\$494.40	\$3,691.22	\$14,308.78	20.51%
E 101-43000-215 Shop Supplies	\$2,750.00	\$6.75	\$573.29	\$2,176.71	20.85%
E 101-43000-220 Repair/Maint Supply - Equip	\$20,000.00	\$1,949.68	\$12,873.00	\$7,127.00	64.37%
E 101-43000-221 Repair/Maint Vehicles	\$20,000.00	\$178.33	\$3,944.78	\$16,055.22	19.72%
E 101-43000-222 Tires	\$3,000.00	\$0.00	\$2,637.48	\$362.52	87.92%
E 101-43000-223 Bldg Repair Suppl/Maintena	\$10,000.00	\$3,589.53	\$12,540.29	-\$2,540.29	125.40%
E 101-43000-224 Street Maint Materials	\$30,000.00	\$363.61	\$4,873.30	\$25,126.70	16.24%
E 101-43000-226 Bridge Materials	\$1,500.00	\$675.00	\$1,096.17	\$403.83	73.08%
E 101-43000-231 Chemicals/Landscaping	\$2,200.00	\$0.00	\$1,030.80	\$1,169.20	46.85%
E 101-43000-232 Striping	\$10,000.00	\$0.00	\$3,221.35	\$6,778.65	32.21%
E 101-43000-235 Signs	\$5,000.00	\$2,922.68	\$5,776.16	-\$776.16	115.52%
E 101-43000-240 Small Tools and Minor Equip	\$7,500.00	\$5.64	\$624.24	\$6,875.76	8.32%
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	\$59.96	\$1,011.44	\$1,343.56	42.95%
E 101-43000-303 Engineering Fees	\$15,000.00	\$688.00	\$1,678.00	\$13,322.00	11.19%
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	\$146.07	\$826.25	\$2,173.75	27.54%
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	\$658.12	-\$158.12	131.62%
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	\$548.61	\$4,273.19	\$7,726.81	35.61%
E 101-43000-383 Gas Utilities	\$6,500.00	\$32.42	\$3,079.59	\$3,420.41	47.38%
E 101-43000-384 Refuse/Garbage Disposal	\$1,500.00	\$168.38	\$805.28	\$694.72	53.69%
E 101-43000-385 Sewer Utility	\$400.00	\$30.55	\$305.50	\$94.50	76.38%
E 101-43000-405 Cleaning Services	\$5,640.00	\$470.00	\$3,390.00	\$2,250.00	60.11%
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	\$0.00	\$112.85	\$1,387.15	7.52%
E 101-43000-433 Dues/Contracts/Subscription	\$3,850.00	\$71.00	\$1,715.84	\$2,134.16	44.57%
E 101-43000-442 Safety Prog/Equipment	\$1,000.00	\$0.00	\$62.99	\$937.01	6.30%
E 101-43000-443 Sales Tax	\$100.00	\$17.00	\$40.00	\$60.00	40.00%

Account Descr	2025 YTD Budget	MTD Amt	2025 YTD Amt	2025 YTD Balance	%YTD Budget
E 101-43000-454 Joint Facility County Expens	\$35,000.00	-\$1,819.06	\$20,202.37	\$14,797.63	57.72%
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%
E 101-43000-581 Capital Outlay -Seal Coat	\$117,000.00	\$0.00	\$39,209.00	\$77,791.00	33.51%
E 101-43000-582 Capital Outlay - Crackfill	\$40,000.00	\$0.00	\$9,915.18	\$30,084.82	24.79%
E 101-43000-584 Capital Outlay - Road Const	\$1,982,963.00	\$96,899.43	\$165,951.11	\$1,817,011.89	8.37%
43000 Public Works (GENERAL)	\$2,899,494.00	\$141,256.00	\$651,473.77	\$2,248,020.23	
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	\$1,376.00	\$2,624.00	\$2,950.00	47.08%
E 101-43100-122 FICA	\$0.00	\$105.26	\$200.72	-\$200.72	0.00%
E 101-43100-210 Operating Supplies	\$940.00	\$110.68	\$187.59	\$752.41	19.96%
E 101-43100-220 Repair/Maint Supply - Equip	\$250.00	\$0.00	\$77.00	\$173.00	30.80%
E 101-43100-360 Insurance	\$0.00	\$0.00	\$97.50	-\$97.50	0.00%
E 101-43100-381 Electric Utilities	\$350.00	\$34.22	\$198.11	\$151.89	56.60%
E 101-43100-430 Miscellaneous	\$400.00	\$100.00	\$100.00	\$300.00	25.00%
E 101-43100-500 Capital Outlay -	\$23,357.00	\$0.00	\$1,883.25	\$21,473.75	8.06%
43100 Cemetery	\$30,871.00	\$1,726.16	\$5,368.17	\$25,502.83	
45100 Park and Recreation (GENERAL)					
E 101-45100-100 Wages - Dept Heads	\$88,046.00	\$10,189.20	\$51,006.00	\$37,040.00	57.93%
E 101-45100-104 Tech 2	\$0.00	\$10.00	\$190.00	-\$190.00	0.00%
E 101-45100-105 Part-time or Intern Wages	\$37,710.00	\$3,426.75	\$14,180.00	\$23,530.00	37.60%
E 101-45100-111 Parks & Rec Summer Wages	\$3,000.00	\$1,224.00	\$1,344.00	\$1,656.00	44.80%
E 101-45100-115 Admin Asst or Program Fac	\$53,742.00	\$6,133.19	\$29,237.91	\$24,504.09	54.40%
E 101-45100-118 Parks & Rec Equip Op Wage	\$118,227.00	\$13,286.40	\$66,497.13	\$51,729.87	56.25%
E 101-45100-121 PERA	\$22,670.00	\$2,387.15	\$11,939.80	\$10,730.20	52.67%
E 101-45100-122 FICA	\$23,353.00	\$2,265.46	\$10,567.43	\$12,785.57	45.25%
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	\$30,945.08	\$22,642.92	57.75%
E 101-45100-132 Employer Paid Disability	\$465.00	\$35.68	\$249.76	\$215.24	53.71%
E 101-45100-133 Employer Paid Dental	\$4,271.00	\$394.50	\$2,681.76	\$1,589.24	62.79%
E 101-45100-134 Employer Paid Life	\$447.00	\$37.28	\$260.96	\$186.04	58.38%
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	\$12,375.00	\$3,625.00	77.34%
E 101-45100-200 Office Supplies	\$300.00	\$83.71	\$434.01	-\$134.01	144.67%
E 101-45100-208 Instruction Fees	\$500.00	\$70.00	\$270.00	\$230.00	54.00%
E 101-45100-210 Operating Supplies	\$3,500.00	\$296.91	\$2,068.19	\$1,431.81	59.09%
E 101-45100-212 Motor Fuels	\$4,300.00	\$312.52	\$1,593.64	\$2,706.36	37.06%
E 101-45100-213 Diesel Fuel	\$3,000.00	\$310.51	\$1,135.63	\$1,864.37	37.85%
E 101-45100-220 Repair/Maint Supply - Equip	\$11,000.00	\$234.62	\$5,242.10	\$5,757.90	47.66%
E 101-45100-221 Repair/Maint Vehicles	\$1,500.00	\$0.00	\$923.98	\$576.02	61.60%
E 101-45100-223 Bldg Repair Suppl/Maintena	\$22,000.00	\$1,413.95	\$130,566.41	-\$108,566.41	593.48%
E 101-45100-231 Chemicals/Landscaping	\$4,000.00	\$28.79	\$2,518.17	\$1,481.83	62.95%
E 101-45100-235 Signs	\$400.00	\$132.99	\$175.22	\$224.78	43.81%
E 101-45100-240 Small Tools and Minor Equip	\$1,500.00	\$42.98	\$647.83	\$852.17	43.19%
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	\$207.67	\$292.33	41.53%
E 101-45100-259 Uniform - Staff	\$1,570.00	\$230.00	\$699.94	\$870.06	44.58%
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	\$483.00	\$1,517.00	24.15%
E 101-45100-309 Tennis	\$1,000.00	\$0.00	\$293.16	\$706.84	29.32%

Account Descr	2025 YTD Budget	MTD Amt	2025 YTD Amt	2025 YTD Balance	%YTD Budget
E 101-45100-310 Program Supplies	\$1,500.00	\$56.53	\$465.55	\$1,034.45	31.04%
E 101-45100-311 Softball/Baseball	\$1,500.00	\$0.00	\$264.20	\$1,235.80	17.61%
E 101-45100-312 Pickleball	\$0.00	\$0.00	\$335.99	-\$335.99	0.00%
E 101-45100-315 Warm House/Garage Exp	\$500.00	\$0.00	\$275.00	\$225.00	55.00%
E 101-45100-316 Security Monitoring	\$1,200.00	\$383.88	\$653.88	\$546.12	54.49%
E 101-45100-317 Soccer/Skating	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
E 101-45100-318 Garage (North)	\$2,000.00	\$0.00	\$670.58	\$1,329.42	33.53%
E 101-45100-320 Communications	\$6,000.00	\$680.58	\$4,034.15	\$1,965.85	67.24%
E 101-45100-322 Postage	\$150.00	\$2.76	\$4.83	\$145.17	3.22%
E 101-45100-323 Garage (East)	\$1,000.00	\$0.00	\$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	\$0.00	\$105.00	\$45.00	70.00%
E 101-45100-340 Advertising	\$1,000.00	\$121.30	\$448.87	\$551.13	44.89%
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	\$1,445.79	\$8,344.33	\$6,655.67	55.63%
E 101-45100-383 Gas Utilities	\$10,000.00	\$205.12	\$7,089.85	\$2,910.15	70.90%
E 101-45100-384 Refuse/Garbage Disposal	\$800.00	\$96.89	\$818.24	-\$18.24	102.28%
E 101-45100-403 Improvements Other Than B	\$3,800.00	\$0.00	\$2,675.00	\$1,125.00	70.39%
E 101-45100-405 Cleaning Services	\$23,575.00	\$2,171.25	\$14,238.75	\$9,336.25	60.40%
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	\$250.00	\$335.00	\$165.00	67.00%
E 101-45100-430 Miscellaneous	\$1,500.00	\$452.60	\$2,353.02	-\$853.02	156.87%
E 101-45100-433 Dues/Contracts/Subscription	\$3,011.00	\$202.72	\$1,951.76	\$1,059.24	64.82%
E 101-45100-442 Safety Prog/Equipment	\$1,000.00	\$0.00	\$171.11	\$828.89	17.11%
E 101-45100-443 Sales Tax	\$3,000.00	\$690.00	\$3,286.00	-\$286.00	109.53%
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	\$20.00	\$80.25	\$69.75	53.50%
E 101-45100-452 Refund	\$150.00	\$150.00	\$185.00	-\$35.00	123.33%
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	\$416.46	\$1,647.53	\$352.47	82.38%
E 101-45100-459 PAL Foundation Expenditure	\$73,000.00	\$49,351.74	\$73,128.14	-\$128.14	100.18%
E 101-45100-461 Silver Sneakers	\$6,500.00	\$899.00	\$4,901.00	\$1,599.00	75.40%
E 101-45100-500 Capital Outlay -	\$426,600.00	\$231,581.82	\$252,000.35	\$174,599.65	59.07%
E 101-45100-600 Principal	\$840.00	\$83.23	\$495.49	\$344.51	58.99%
E 101-45100-610 Interest	\$15.00	\$13.95	\$87.60	-\$72.60	584.00%
45100 Park and Recreation (GENERAL)	\$1,122,608.00	\$340,492.55	\$790,588.23	\$332,019.77	
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	
45126 Parks and Rec Trails					
E 101-45126-500 Capital Outlay -	\$0.00	\$24,053.00	\$30,326.55	-\$30,326.55	0.00%
45126 Parks and Rec Trails	\$0.00	\$24,053.00	\$30,326.55	-\$30,326.55	
45500 Library					
E 101-45500-101 Assistant	\$27,560.00	\$3,250.00	\$16,875.00	\$10,685.00	61.23%
E 101-45500-121 PERA	\$2,067.00	\$243.76	\$1,265.67	\$801.33	61.23%
E 101-45500-122 FICA	\$2,108.00	\$232.47	\$1,219.65	\$888.35	57.86%
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	\$349.97	\$1,223.77	\$776.23	61.19%
E 101-45500-202 Library Subscriptions	\$600.00	\$70.60	\$70.60	\$529.40	11.77%
E 101-45500-203 Library Books	\$5,000.00	\$291.90	\$2,716.82	\$2,283.18	54.34%

Account Descr	2025 YTD Budget	MTD Amt	2025 YTD Amt	2025 YTD Balance	%YTD Budget
E 101-45500-204 Children s Program Expense	\$150.00	\$0.00	\$66.30	\$83.70	44.20%
E 101-45500-206 Book Sale Expenses	\$100.00	\$180.00	\$180.00	-\$80.00	180.00%
E 101-45500-320 Communications	\$1,000.00	\$25.66	\$149.58	\$850.42	14.96%
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	\$0.00	\$33.96	\$966.04	3.40%
E 101-45500-433 Dues/Contracts/Subsorption	\$2,200.00	\$0.00	\$2,505.00	-\$305.00	113.86%
E 101-45500-443 Sales Tax	\$615.00	\$128.00	\$145.00	\$470.00	23.58%
E 101-45500-452 Refund	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
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	\$55.49	\$330.32	\$216.68	60.39%
E 101-45500-610 Interest	\$8.00	\$9.30	\$58.41	-\$50.41	730.13%
45500 Library	\$49,938.00	\$4,837.15	\$28,342.29	\$21,595.71	
48000 Recycling					
E 101-48000-388 Recycling Expenses	\$500.00	\$50.00	\$150.00	\$350.00	30.00%
48000 Recycling	\$500.00	\$50.00	\$150.00	\$350.00	
101 GENERAL FUND	\$7,256,161.00	\$817,783.60	\$3,938,272.20	\$3,317,888.80	
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	\$27,340.63	\$57,031.26	-\$0.26	100.00%
E 301-47000-620 Fiscal Agent s Fees	\$500.00	\$495.00	\$495.00	\$5.00	99.00%
47000 \$3,815,000 GO CIP 2019A	\$292,531.00	\$27,835.63	\$292,526.26	\$4.74	
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	\$3,087.50	\$7,637.50	\$0.50	99.99%
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	\$3,087.50	\$98,132.50	\$5.50	
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	\$5,000.00	\$11,250.00	\$0.00	100.00%
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	\$5,000.00	\$136,745.00	\$5.00	
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	\$15,264.60	\$31,394.40	\$865.60	97.32%
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	\$15,264.60	\$73,394.40	\$1,140.60	
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	\$6,839.20	\$15,779.60	\$2,101.40	88.25%
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	\$6,839.20	\$117,779.60	\$2,376.40	
301 DEBT SERVICE FUND	\$850,610.00	\$58,026.93	\$718,577.76	\$132,032.24	
405 TAX INCREMENT FINANCE PROJECTS					
46000 Tax Increment Financing					

Account Descr	2025 YTD Budget	MTD Amt	2025 YTD Amt	2025 YTD Balance	%YTD Budget
E 405-46000-351 Legal Notices Publishing	\$250.00	\$0.00	\$56.10	\$193.90	22.44%
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	\$100.00	\$200.00	33.33%
46000 Tax Increment Financing	\$11,621.00	\$0.00	\$156.10	\$11,464.90	
405 TAX INCREMENT FINANCE PROJECTS	\$11,621.00	\$0.00	\$156.10	\$11,464.90	
502 ECONOMIC DEVELOPMENT FUND					
47009 2003 Joint Facility					
E 502-47009-430 Miscellaneous	\$18,100.00	\$150.00	\$751.52	\$17,348.48	4.15%
47009 2003 Joint Facility	\$18,100.00	\$150.00	\$751.52	\$17,348.48	
502 ECONOMIC DEVELOPMENT FUND	\$18,100.00	\$150.00	\$751.52	\$17,348.48	
601 SEWER OPERATING FUND					
43200 Sewer					
E 601-43200-100 Wages - Dept Heads	\$44,106.00	\$5,104.20	\$25,550.99	\$18,555.01	57.93%
E 601-43200-114 Sewer Operator Wages	\$105,360.00	\$6,556.49	\$73,988.02	\$31,371.98	70.22%
E 601-43200-121 PERA	\$11,210.00	\$719.26	\$7,227.28	\$3,982.72	64.47%
E 601-43200-122 FICA	\$11,434.00	\$795.70	\$6,563.90	\$4,870.10	57.41%
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	\$1,470.93	\$27,015.87	\$8,424.13	76.23%
E 601-43200-132 Employer Paid Disability	\$229.00	\$12.61	\$88.27	\$140.73	38.55%
E 601-43200-133 Employer Paid Dental	\$2,109.00	\$68.95	\$1,536.48	\$572.52	72.85%
E 601-43200-134 Employer Paid Life	\$156.00	\$10.27	\$154.88	\$1.12	99.28%
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	\$4,950.00	\$5,290.00	48.34%
E 601-43200-200 Office Supplies	\$600.00	\$0.00	\$527.66	\$72.34	87.94%
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	\$25.00	\$914.31	\$3,085.69	22.86%
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	\$6,936.53	\$22,850.02	\$7,179.98	76.09%
E 601-43200-221 Repair/Maint Vehicles	\$1,500.00	\$0.00	\$229.19	\$1,270.81	15.28%
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	\$4,299.38	\$6,828.26	\$1,171.74	85.35%
E 601-43200-229 Oper/Maint - Lift Station	\$18,000.00	\$3,472.24	\$5,423.20	\$12,576.80	30.13%
E 601-43200-230 Repair/Maint - Collection Sys	\$15,000.00	\$0.00	\$4,493.58	\$10,506.42	29.96%
E 601-43200-231 Chemicals/Landscaping	\$20,000.00	\$6,033.28	\$18,883.77	\$1,116.23	94.42%
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	\$835.00	\$1,470.69	-\$1,220.69	588.28%
E 601-43200-320 Communications	\$4,600.00	\$145.09	\$1,806.81	\$2,793.19	39.28%
E 601-43200-321 Communications-Cellular	\$1,600.00	\$49.93	\$299.58	\$1,300.42	18.72%
E 601-43200-322 Postage	\$1,000.00	\$353.36	\$848.81	\$151.19	84.88%
E 601-43200-331 Travel Expenses	\$2,000.00	\$0.00	\$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	\$2,585.26	\$15,814.92	\$24,185.08	39.54%
E 601-43200-383 Gas Utilities	\$3,000.00	\$22.71	\$1,821.27	\$1,178.73	60.71%
E 601-43200-406 Lab Testing	\$22,000.00	\$3,096.90	\$7,287.04	\$14,712.96	33.12%
E 601-43200-407 Sludge Disposal	\$47,120.00	\$8,453.55	\$18,293.36	\$28,826.64	38.82%
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	\$0.00	\$25.00	\$175.00	12.50%
E 601-43200-433 Dues/Contracts/Subscription	\$5,000.00	\$87.80	\$3,309.80	\$1,690.20	66.20%
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%

Account Descr	2025 YTD Budget	MTD Amt	2025 YTD Amt	2025 YTD Balance	%YTD Budget
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	\$0.00	\$6,807.61	\$118,192.39	5.45%
E 601-43200-553 Capital Outlay - Other	\$7,731.00	\$0.00	\$2,237.00	\$5,494.00	28.94%
43200 Sewer	\$989,759.00	\$52,784.44	\$289,617.66	\$700,141.34	
601 SEWER OPERATING FUND	\$989,759.00	\$52,784.44	\$289,617.66	\$700,141.34	
651 SEWER RESTRICTED SINKING FUND					
47008 2017 Series A Sewer					
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	\$3,577.50	\$8,205.00	\$0.00	100.00%
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	\$3,577.50	\$113,205.00	\$275.00	
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	\$33,475.00	\$68,186.00	\$1,236.00	98.22%
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	\$33,475.00	\$128,186.00	\$1,511.00	
651 SEWER RESTRICTED SINKING FUND	\$243,177.00	\$37,052.50	\$241,391.00	\$1,786.00	
	\$9,369,428.00	\$965,797.47	\$5,188,766.24	\$4,180,661.76	

City of Crosslake

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Balance Sheet

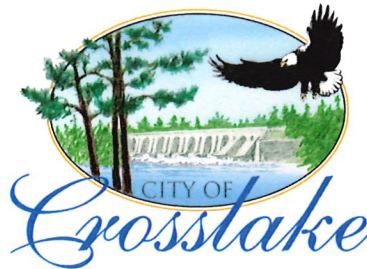
JULY

Account Descr	Begin Yr	MTD Debit	MTD Credit	YTD Debit	YTD Credit	Current Balance
101 GENERAL FUND						
G 101-10100 Cash	\$6,176,087.46	\$2,550,194.06	\$2,235,202.78	\$5,382,259.31	\$5,430,736.87	\$6,127,609.90
G 101-10150 Cash - Phone Company Proceed	\$1,981,425.76	\$6,596.95	\$0.00	\$52,300.84	\$190,902.99	\$1,842,823.61
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 101-10450 Interest Receivable on Invest	\$110,367.00	\$0.00	\$0.00	\$0.00	\$0.00	\$110,367.00
G 101-10500 Taxes Receivable-Current	\$71,051.00	\$0.00	\$0.00	\$0.00	\$0.00	\$71,051.00
G 101-10700 Taxes Receivable-Delinquent	\$2,134.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,134.00
G 101-11500 Accounts Receivable	\$575,030.00	\$0.00	\$0.00	\$0.00	\$0.00	\$575,030.00
G 101-12300 Special Assess Rec-Deferred	\$106,605.00	\$0.00	\$0.00	\$0.00	\$0.00	\$106,605.00
G 101-13200 Due From Other Governments	\$5,923.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,923.00
G 101-15500 Prepaid Items	\$46,693.00	\$0.00	\$0.00	\$0.00	\$0.00	\$46,693.00
G 101-20200 Accounts Payable	-\$6,613.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$6,613.00
G 101-20600 Contracts Payable	-\$39,943.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$39,943.00
G 101-21600 Accrued Wages & Salaries Paya	-\$97,333.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$97,333.00
G 101-21701 Federal Withholding	\$0.00	\$16,910.14	\$16,910.14	\$92,856.67	\$92,856.67	\$0.00
G 101-21702 State Withholding	\$0.00	\$9,472.31	\$9,472.31	\$45,040.50	\$45,040.50	\$0.00
G 101-21703 FICA Withholding(Incl Medicare	\$375.24	\$23,604.48	\$23,604.48	\$124,244.92	\$124,620.16	\$0.00
G 101-21704 PERA	\$0.00	\$41,862.17	\$41,862.17	\$207,560.80	\$207,560.80	\$0.00
G 101-21706 Hospitalization/Medical Ins	\$0.00	\$34,495.39	\$33,558.94	\$236,688.09	\$249,111.25	-\$12,423.16
G 101-21707 Union Dues	\$0.00	\$1,349.02	\$1,349.02	\$8,363.10	\$8,363.10	\$0.00
G 101-21708 HCSP	\$1,500.00	\$6,239.28	\$3,391.99	\$23,367.36	\$21,717.36	\$3,150.00
G 101-21710 Life Insurance	\$0.00	\$429.24	\$411.46	\$3,104.42	\$3,296.26	-\$191.84
G 101-21712 Savings	\$6,744.00	\$1,743.00	\$3,393.00	\$8,134.00	\$13,084.00	\$1,794.00
G 101-21713 Dental	\$1,858.00	\$2,168.05	\$2,107.80	\$14,646.03	\$15,248.52	\$1,255.51
G 101-21714 Deferred Compensation	\$0.00	\$1,140.00	\$855.00	\$3,975.00	\$3,975.00	\$0.00
G 101-21715 Vision Insurance	\$104.40	\$110.49	\$110.49	\$773.72	\$872.03	\$6.09
G 101-21716 Flexible Benefit Plan	-\$1,223.21	\$730.00	\$1,362.15	\$31,942.27	\$32,543.42	-\$1,824.36
G 101-22200 Deferred Revenues	-\$20,627.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$20,627.00
G 101-22281 Deferred Revenue-Spec Assmts	-\$106,605.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$106,605.00
G 101-22282 DI - GRANTS	-\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$50,000.00
G 101-25300 Unreserved Fund Balance	-\$832,632.38	\$2,251,785.04	\$2,575,237.89	\$5,660,000.29	\$5,455,328.39	-\$627,960.48
G 101-26600 Net Assets - Unrestricted	-\$263,000.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$263,000.00
G 101-27200 FB - Nonspendable - Prepaids	-\$46,693.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$46,693.00
G 101-28511 FB - Rest for PS Grant	-\$107,913.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$107,913.00
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	\$36,101.63	\$0.00	\$0.00	\$0.00	\$0.00	\$36,101.63
G 101-29235 FB - CO ASG PW Roads	\$1,370,012.02	\$0.00	\$0.00	\$0.00	\$0.00	\$1,370,012.02
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	\$49,309.41	\$0.00	\$0.00	\$0.00	\$0.00	\$49,309.41
G 101-29257 FB - CO ASG Pickleball	-\$44,525.07	\$0.00	\$0.00	\$0.00	\$0.00	-\$44,525.07
G 101-29260 FB - CO ASG Library D/Pledges	-\$58,876.05	\$0.00	\$0.00	\$0.00	\$0.00	-\$58,876.05
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 101-29280 FB - CO ASG Fire Trucks	-\$25,000.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$25,000.00
G 101-29300 FB - UnRestricted Unassigned	-\$5,651,495.99	\$6,596.95	\$0.00	\$52,300.85	\$6,572.19	-\$5,605,767.33
G 101-29350 FB - UnRes Ua - Phone Co	-\$2,516,878.76	\$0.00	\$6,596.95	\$6,572.19	\$52,300.85	-\$2,562,607.42

Account Descr	Begin Yr	MTD Debit	MTD Credit	YTD Debit	YTD Credit	Current Balance
101 GENERAL FUND	\$0.00	\$4,955,426.57	\$4,955,426.57	\$11,954,130.36	\$11,954,130.36	\$0.00
301 DEBT SERVICE FUND						
G 301-10100 Cash	\$1,011,072.52	\$512,543.02	\$371,435.34	\$839,398.04	\$1,031,986.17	\$818,484.39
G 301-10500 Taxes Receivable-Current	\$13,249.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,249.00
G 301-10700 Taxes Receivable-Delinquent	\$6,110.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,110.00
G 301-12300 Special Assess Rec-Deferred	\$200,751.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200,751.00
G 301-22280 Deferred Revenue-Property Tax	-\$6,110.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$6,110.00
G 301-22281 Deferred Revenue-Spec Assmts	-\$200,751.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$200,751.00
G 301-25300 Unreserved Fund Balance	\$0.00	\$48,514.42	\$79,964.38	\$192,514.42	\$128,478.80	\$64,035.62
G 301-28400 FB - Restricted for Debt Ser.	-\$1,024,321.52	\$322,920.92	\$432,578.64	\$839,471.75	\$710,919.24	-\$895,769.01
301 DEBT SERVICE FUND	\$0.00	\$883,978.36	\$883,978.36	\$1,871,384.21	\$1,871,384.21	\$0.00
405 TAX INCREMENT FINANCE PROJECTS						
G 405-10100 Cash	\$14,465.86	\$7,437.23	\$5,149.00	\$12,586.23	\$5,305.10	\$21,746.99
G 405-28500 FB - Restricted for TIF	-\$14,465.86	\$5,149.00	\$7,437.23	\$5,305.10	\$12,586.23	-\$21,746.99
405 TAX INCREMENT FINANCE PROJECTS	\$0.00	\$12,586.23	\$12,586.23	\$17,891.33	\$17,891.33	\$0.00
502 ECONOMIC DEVELOPMENT FUND						
G 502-10100 Cash	\$25,344.67	\$10,625.56	\$6,649.56	\$17,461.41	\$7,251.08	\$35,555.00
G 502-10500 Taxes Receivable-Current	\$336.00	\$0.00	\$0.00	\$0.00	\$0.00	\$336.00
G 502-10700 Taxes Receivable-Delinquent	\$30.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30.00
G 502-22280 Deferred Revenue-Property Tax	-\$30.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$30.00
G 502-25300 Unreserved Fund Balance	\$163.00	\$0.00	\$0.00	\$0.00	\$0.00	\$163.00
G 502-29300 FB - UnRestricted Unassigned	-\$25,843.67	\$6,649.56	\$10,625.56	\$7,251.08	\$17,461.41	-\$36,054.00
502 ECONOMIC DEVELOPMENT FUND	\$0.00	\$17,275.12	\$17,275.12	\$24,712.49	\$24,712.49	\$0.00
601 SEWER OPERATING FUND						
G 601-10100 Cash	\$481,716.82	\$142,380.30	\$117,730.19	\$491,115.77	\$385,641.54	\$587,191.05
G 601-10500 Taxes Receivable-Current	\$3,436.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,436.00
G 601-10700 Taxes Receivable-Delinquent	\$1,493.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,493.00
G 601-11500 Accounts Receivable	\$42,498.00	\$0.00	\$0.00	\$0.00	\$0.00	\$42,498.00
G 601-15500 Prepaid Items	\$4,726.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,726.00
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	-\$1,878,606.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$1,878,606.00
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	-\$31,733.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$31,733.00
G 601-16400 Fixed Asset-Equip/Machinery	\$396,570.00	\$0.00	\$0.00	\$0.00	\$0.00	\$396,570.00
G 601-16410 Fixed Asset-Equip Depreciation	-\$326,969.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$326,969.00
G 601-16700 Infrastructure	\$8,457,223.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,457,223.00
G 601-16710 A/D Infrastructure	-\$2,617,488.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$2,617,488.00
G 601-19005 DO - OPEB	\$4,828.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,828.00
G 601-20200 Accounts Payable	-\$1,278.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$1,278.00
G 601-21600 Accrued Wages & Salaries Paya	-\$3,247.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$3,247.00
G 601-21740 Accrued Comp Abs due in 1 yr	-\$801.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$801.00
G 601-21750 Accrued Compensated Absence	-\$3,206.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$3,206.00
G 601-21800 OPEB Liability	-\$14,741.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$14,741.00
G 601-21801 OPEB Liability - Current	-\$2,015.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$2,015.00
G 601-21802 Deferred Inflows - OPEB	-\$10,413.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$10,413.00
G 601-23950 Net Pension Liability	-\$28,169.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$28,169.00
G 601-23955 DI-GERF-Dif Exp & Act Econ Ex	-\$19,800.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$19,800.00
G 601-24502 DO-GERF-Net Fiff BTW Proj & A	\$8,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,200.00
G 601-25300 Unreserved Fund Balance	-\$185,628.21	\$64,362.73	\$94,483.86	\$131,794.26	\$155,726.58	-\$209,560.53
G 601-26100 Net Inv. In Capital Assets	-\$6,359,438.71	\$0.00	\$0.00	\$0.00	\$0.00	-\$6,359,438.71
G 601-26600 Net Assets - Unrestricted	-\$2,394,039.90	\$53,367.46	\$47,896.44	\$280,866.21	\$362,408.12	-\$2,475,581.81

Account Descr	Begin Yr	MTD Debit	MTD Credit	YTD Debit	YTD Credit	Current Balance
601 SEWER OPERATING FUND	\$0.00	\$260,110.49	\$260,110.49	\$903,776.24	\$903,776.24	\$0.00
651 SEWER RESTRICTED SINKING FUND						
G 651-10100 Cash	\$463,355.74	\$148,874.05	\$128,096.94	\$244,694.12	\$332,435.44	\$375,614.42
G 651-10500 Taxes Receivable-Current	\$4,776.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,776.00
G 651-10700 Taxes Receivable-Delinquent	\$498.00	\$0.00	\$0.00	\$0.00	\$0.00	\$498.00
G 651-21500 Accrued Interest Payable	-\$32,711.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$32,711.00
G 651-22500 Bonds Payable-Current Portion	-\$165,000.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$165,000.00
G 651-23100 Bonds Payable-Noncurrent NC	-\$1,950,000.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$1,950,000.00
G 651-26200 Net Assets - Restricted DS	-\$426,999.74	\$128,096.94	\$148,874.05	\$332,435.44	\$244,694.12	-\$339,258.42
G 651-26600 Net Assets - Unrestricted	\$2,106,081.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,106,081.00
651 SEWER RESTRICTED SINKING FUND	\$0.00	\$276,970.99	\$276,970.99	\$577,129.56	\$577,129.56	\$0.00
	\$0.00	\$6,406,347.76	\$6,406,347.76	\$15,349,024.19	\$15,349,024.19	\$0.00

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



D. 7.
13888 Daggett Bay Rd
Crosslake, Minnesota 56442
www.cityofcrosslake.org

MEMO TO: City Council

FROM: Sharyl L. Murphy
Deputy Clerk/City Treasurer

DATE: July 22, 2025

SUBJECT: Tax Increment Financing Reimbursement

I am requesting approval to reimburse 90% of the incremental tax revenue received from the Assisted Living Facility TIF District 1-9, Midwest Properties, for the First half tax payment paid the City in July 2025 from Crow Wing County. The amount received, the amount being retained for administrative costs and the amount to be released is listed below.

<u>Developer</u>	<u>City Taxes Paid</u>	<u>10% Administrative Fee</u>	<u>Amount Due Developer</u>
Assisted Living	\$ 7437.23	\$ 743.72	\$ 6693.51

A motion is required to release this payment
(Council Action – Motion)



D.8.

Crosslake Police Department
Monthly Report: July 2025

911 Hangup	4	Other	2
Agency Assist	19	Parking Complaint	28
Alarm	21	Personal Injury Accident	1
Animal Complaint	5	Property Damage Accident	6
ATV	13	Public Assist	19
Burglary	1	Ride Along	1
Burning Complaint	1	Scam/Con	3
Civil Problem	2	Shooting Complaint	1
Damage To Property	2	Suspicious Activity	8
Disturbance	4	Suspicious Person	1
Domestic	1	Suspicious Vehicle	5
Driving Complaint	7	Theft	7
Drug Possession	1	Threats	1
EMS	36	Traffic Arrest	2
Fire	3	Traffic Control	1
Fireworks	3	Traffic Warning	110
Found Property	4	Traffic Citation	23
Gambling	1	Trespass	1
Garbage Dumping	1	Vulnerable Adult	3
Gun Permits	1	Welfare Check	5
Harassing Communications	1		
Hazard In Road	4		
Indecent Conduct	2		
Information	11		
Lost Property	2		
Motorist Assist	1		
Noise Complaint	5		
Open Door	2		
Ordinance Violation		TOTAL	407



Crosslake Police Department
Mission Township
Monthly Report: July 2025

Agency Assist	6
EMS	1
Harassing Communication	1
Information	1
Motorist Assist	1
Suspicious Activity	1
Suspicious Vehicle	1
Traffic Warning	43
Traffic Citation	14

TOTAL: 69



Crosslake Police Department
Manhattan Beach
Monthly Report: July 2025

Agency Assist	2
Alarm	1
Driving Complaint	1
Escort	1
Traffic Warning	18
Traffic Citation	4
Warrant	1

TOTAL: 28

D.9.

INDEPENDENT AUDIT REPORT

Chief Jake Maier
Crosslake Police Department
13888 Daggett Bay Rd.
Crosslake, MN 56442

Dear Chief Maier:

An independent audit of the Crosslake Police Department's Portable Recording System (body-worn cameras (BWCs)) was conducted on May 14, 2025. The objective of the audit was to verify Crosslake Police Department's compliance with Minnesota Statutes §§13.825 and 626.8473.

Data elements the audit includes:

Minnesota Statute §13.825

- Data Classification
- Retention of Data
- Access by Data Subjects
- Inventory of Portable Recording System Technology
- Use of Agency-Issued Portable Recording Systems
- Authorization to Access Data
- Sharing Among Agencies

Minnesota Statute §626.8473

- Public Comment
- Body-worn Camera Policy

The Crosslake Police Department employs six (6) full-time officers and one (1) part-time peace officer. The Crosslake Police Department utilizes Motorola Solutions WatchGuard body-worn cameras and Evidence Library software. BWC data is stored in the Motorola Solutions Cloud. The audit covers the time period July 1, 2021, through April 30, 2025.

Audit Requirement: Data Classification

Determine if the data collected by BWCs are appropriately classified.

All BWC data collected by the Crosslake Police Department during the audit period is classified as private or non-public data. The Crosslake Police Department had no instances of the discharge of a firearm by a peace officer in the course of duty, use of force by a peace officer that resulted in substantial bodily harm, requests from data subjects for the data to be made accessible to the public or court orders directing the agency to release the BWC data to the public.

No discrepancies noted.

Audit Requirement: Retention of Data

Determine if the data collected by BWCs are appropriately retained and destroyed in accordance with statutes.

The Crosslake Police Department utilizes the General Records Retention Schedule for Minnesota Cities and agency specified retention periods in WatchGuard. At the conclusion of a BWC recording, a WatchGuard category type is assigned. Each WatchGuard category type has an associated retention period. Upon reaching the retention date, data is systematically deleted. Active BWC data is accessible in the WatchGuard Evidence Library.

Created and Purged Event reports consisting of all BWC data created and purged during the audit period were produced from WatchGuard. Records from the Events Purged Report were reviewed and the date and time the data was created was verified against the deletion date. Each of the records were deleted or maintained in accordance with the record retention schedule. All records were maintained for at least the minimum ninety (90) days required by statute.

The Crosslake Police Department had received no requests from data subjects to retain BWC data beyond the applicable retention period.

The Chief of Police monitors BWC data for proper categorization to ensure BWC data are appropriately retained and destroyed.

No discrepancies noted.

Audit Requirement: Access by Data Subjects

Determine if individuals who are the subject of collected data have access to the data, and if the data subject requests a copy of the data, other individuals who do not consent to its release must be redacted.

The agency's BWC and the Records Maintenance and Release policies govern access to BWC data by data subjects. BWC data is available to data subjects and access may be requested by submission of a City of Crosslake Data Request Form. During the audit period, the Crosslake Police Department received both requests to view and requests for copies of BWC data from data subjects. Data subjects who had not consented to release of the data were redacted. Release of data is documented in the records management system dissemination log.

No discrepancies noted.

Audit Requirement: Inventory of Portable Recording System Technology

Determine the total number of recording devices owned and maintained by the agency; a daily record of the total number of recording devices actually deployed and used by officers, the policies and procedures for use of portable recording systems by required by section 626.8473;

and the total amount of recorded audio and video collected by the portable recording system and maintained by the agency, the agency's retention schedule for the data, the agency's procedures for destruction of the data, and that the data are available to the public.

Crosslake Police Department's BWC inventory consists of seven (7) devices. Device inventory is maintained in the WatchGuard Evidence Library.

The Crosslake Police Department's BWC policy governs the use of portable recording systems by peace officers while in the performance of their duties. The policy requires officers to ensure their device is in good working order prior to going into service. If the recorder is not in good working order or the officer becomes aware of a malfunction at any time, they are required to promptly report the failure to their supervisor and obtain a functioning device as soon as reasonably practicable.

Peace officers were trained in the use of the BWC system by WatchGuard during implementation. Newly hired officers are trained as part of their field training program.

Randomly selected calls for service were verified against the Created and Purged Event Reports and confirmed that BWCs are being deployed and officers are wearing and activating their BWCs. A comparison between the total number of BWC videos created per quarter and total calls for service shows a consistent collection of BWC data.

The total amount of active data is accessible in the WatchGuard Evidence Library. The total amount of active and deleted data is documented in the Active and Purged Event Reports.

The Crosslake Police Department utilizes the General Records Retention Schedule for Minnesota Cities and agency specified retention in WatchGuard. BWC video is fully deleted upon reaching the scheduled deletion date. Meta data information is maintained on the server. BWC data is available upon request, and access may be requested by submission of a City of Crosslake Data Request Form.

No discrepancies noted.

Audit Requirement: Use of Agency-Issued Portable Recording Systems

Determine if peace officers are only allowed to use portable recording systems issued and maintained by the officer's agency.

The Crosslake Police Department BWC policy states that officers are prohibited from using personally owned recording devices while on duty without the express consent of the Police Chief or Sergeant.

No discrepancies noted.

Audit Requirement: Authorization to Access Data

Determine if the agency complies with sections 13.05, Subd. 5, and 13.055 in the operation of portable recording systems and in maintaining portable recording system data.

The Chief of Police conducts random reviews of BWC data to ensure recordings are properly labeled and that BWCs are being utilized in compliance with policy.

Nonpublic BWC data is only available to persons whose work assignment reasonably requires access to the data. User access to BWC data is managed by the assignment of group roles and permissions in WatchGuard. Permissions are based on staff work assignments. Roles and permissions are administered by the Chief of Police. Access to WatchGuard Evidence Library is password protected and requires dual authentication.

The BWC policy governs access to BWC data. Agency personnel are authorized to access BWC data pursuant to lawful process and in accordance with policy, statute, and the Minnesota Data Practices Act. User access to data is captured in the audit trail. The BWC policy states that any member who accesses or releases recordings without authorization may be subject to discipline.

When BWC data is deleted from WatchGuard, its contents cannot be determined. The Crosslake Police Department has had no security breaches. A BCA CJIS security audit was conducted in April of 2021.

No discrepancies noted.

Audit Requirement: Sharing Among Agencies

Determine if non-public BWC data is shared with other law enforcement agencies, government entities, or federal agencies.

The Crosslake Police Department's BWC and Records Maintenance and Release policies govern sharing of BWC data. BWC data may be shared with other governmental entities and law enforcement agencies pursuant to lawful process and in accordance with policy, statute, and the Minnesota Data Practices Act. Agencies seeking access to BWC data are required to submit a written request. Sharing is documented in the records management system dissemination log.

No discrepancies noted.

Audit Requirement: Biennial Audit

Determine if the agency maintains records showing the date and time the portable recording system data were collected, the applicable classification of the data, how the data are used, and whether data are destroyed as required.

WatchGuard Evidence Library and the Created and Purged Event Reports document the date and time portable recording system data was collected and deleted. All BWC data collected during

the audit period is classified as private or nonpublic data. The WatchGuard audit logs and the records management system dissemination log document how the data are used and shared.

No discrepancies noted.

Audit Requirement: Portable Recording System Vendor

Determine if portable recording system data stored in the cloud, is stored in accordance with security requirements of the United States Federal Bureau of Investigation Criminal Justice Information Services Division Security Policy 5.4 or its successor version.

Crosslake Police Department's BWC data is stored in the Motorola Solutions Cloud. A Motorola Solutions CJIS Compliance White paper outlines the specific security policies and practices for Motorola Solutions and how they are compliant with the CJIS Security Policy. Motorola has performed statewide CJIS-related vendor requirements in Minnesota. Motorola maintains CJIS certification for personnel who are required to complete Level 4 CJIS Security Training upon assignment and biennially thereafter.

No discrepancies noted.

Audit Requirement: Public Comment

Determine if the law enforcement agency provided an opportunity for public comment before it purchased or implemented a portable recording system and if the governing body with jurisdiction over the budget of the law enforcement agency provided an opportunity for public comment at a regularly scheduled meeting.

The Crosslake Police Department solicited for public comment by Notice to the Public on November 14, 2016. The City Council held a public hearing at their December 12, 2016, meeting. No public comments were received. The body worn camera program was implemented in January of 2017.

No discrepancies noted.

Audit Requirement: Body-worn Camera Policy

Determine if a written policy governing the use of portable recording systems has been established and is enforced.

The Crosslake Police Department established and enforces a BWC policy. The policy was compared to the requirements of Minn. Stat. § 626.8473. The policy includes all minimum requirements of Minn. Stat. § 626.8473, Subd. 3(b) with the exception of Subd. 3(b) (2), (3), (4) and (5). The policy was updated to include all minimum requirements prior to completion

and submittal of the final BWC Audit Report. The Crosslake Police Department's BWC policy is posted on the agency's website.

Discrepancy noted.

This report was prepared exclusively for the City of Crosslake and Crosslake Police Department by Lynn Lembcke Consulting. The findings in this report are impartial and based on information and documentation provided and examined.

Dated: June 26, 2025

Lynn Lembcke Consulting



Lynn Lembcke



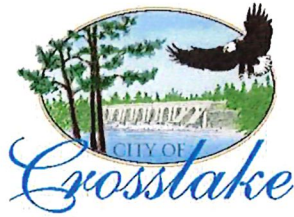
Crosslake Fire Department

Date: July 2025

D.
10.

Incidents

Description of Incident	Calls	YTD
3 - Rescue & Emergency Medical Services		
311 - Medical Assist - Assist EMS Crew	32	186
300 - Rescue, EMS Incident		
322/323 - Motor Vehicle Accident with Injuries	1	5
324 - Motor Vehicle Accident with No Injuries	1	2
351 - Remove from Elevator		
341/361/362/381 - Search for Person/Water Rescue/Ice Rescue/Standby		4
Total:	34	197
1 - Fire		
111 - Building Fire	2	2
111 - Building Fire (Mutual Aid)	1	7
112/118/113/114/123/151/154/162 - Fire Other / Chimney Fire		2
141/142/143 - Forest, Woods, Brush, Grass Fire		3
130/131/134/138/142 - Mobile Property/Automobile Fire/Off Road Vehicle	1	2
Total:	4	16
4 - Hazardous Condition (No Fire)		
411 - Gasoline or other Flammable Liquid Spill		
412 - Gas Leak (Natural Gas or LPG)		6
424 - Carbon Monoxide Incident		1
444 - Power Line Down/Trees on Road	1	4
445 - Arcing, Shorted Electrical Equipment		
Total:	1	11
5 - Service Call		
561 - Unauthorized Burning		
531/521 - Smoke or Odor Removal / Water Problem		1
542/550/553 - Public Service/ Public Assist / 571 - Standby	6	32
551 - Agency Assist	2	11
Total:	8	44
6 - Good Intent Call		
611 - Dispatched and Cancelled en route	2	14
600/631 - Good Intent Call/Authorized Burning		
651/652 - Smoke scare, Odor of smoke		2
661 - EMS Party Transport - Aircare - Traffic Control	4	12
Total:	6	28
7 - False Alarm & False Call		
711/735/740/743/740/745 - Smoke Detector Activation - No Fire	3	12
746 - Carbon Monoxide Detector Activation - No CO	1	4
731/732 - Sprinkler Activation due to Malfunction		1
Total:	4	17
8 - Severe Weather & Natural Disaster		
814 - Lightning Strike (No Fire)		
813/815 - Wind Storm/Severe Weather Standby	1	6
Total:	1	6
Total Incidents:	58	319



D. 11.

CROSSLAKE PUBLIC SAFETY COMMISSION

Minutes – July 2, 2025 9:00AM

Attendees: Chief Lohmiller, Chief Maier, Bob Heales, Curt Mowers, Rob Kniefel, Robin Sylvester, Aaron Herzog, Daren White

1. Call to Order – 0901
2. Approve Minutes June 4, 2025 – **Motion by Herzog, seconded by Heales – MOTION CARRIES**
3. Update on Road Signs/Painting and Speed Limit Along CR3
 - Chief Maier stated PW is overwhelmed with work currently, but it is on their to-do list. Lori is looking into ordering crosswalk signs. Council approved the purchase of five signs. Jackson wrote a letter to Tim Bray (County Engineer), who in turn wrote a letter to MNDOT. In the previous speed studies in 2015 and 2021, it appears there are things that were overlooked. The section of CR3 in question was originally designed as a 40mph zone. Currently it is 55mph. Requesting change to 45mph. If the previous speed studies are re-evaluated, there would be no need to conduct another. The re-evaluation would be done at no cost.
4. FD Adding Additional Tender to Fleet
 - Chief Lohmiller states per Lori there is funding available to purchase the tender. Chip reiterated info from previous meetings about why this is needed: the first five minutes of controlling a fire are the most crucial. The city has continued to grow over the years but the amount of water the FD carries on their trucks has not. The cost is \$519k, it will take a year and a half to get. Chip went on to explain how purchasing works. Buy a chassis from Freightliner that comes in a cab the frame for the body. Then the frame is cut to the size of the tender, will be 25 feet long. Then a box is built. Work is done by Custom Fire out of Osceola, Wisconsin.

Motion to recommend to council for fire department to purchase new tender –
Motion by Sylvester, seconded by Herzog – MOTION CARRIES

5. New Business

- Fire department received a \$25k donation, Will be used for a LUCAS device and either an extractor or jaws of life
- Police department received a \$5k donation. Will be used for a ballistic helmet, Pepperball gun, and building gym in the basement (rubber floor tiles and exercise equipment)

6. Motion to Adjourn at 0935 – **Motion by Maier, seconded by Mowers**

D.
12.

CITY OF CROSSLAKE
PUBLIC WORKS COMMISSION
MEETING MINUTES
MONDAY, JULY 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, May 5, 2025, in City Hall. The following Commission Members were present: Tom Swenson, Tim Berg, Mary Prescott, Dave Schrupp & Gordon Wagner. 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 DAVE SCHRUPP AND SECONDED BY GORDON WAGNER TO APPROVE THE MEETING MINUTES FROM JUNE 2, 2025.
A ROLL CALL VOTE CARRIED WITH ALL AYES.

TJ introduced Park Commissioners Ann Schrupp and Mary Jo Fritsvold and then discussed the trail feasibility plan proposal. TJ would like to move forward with the plan if this committee also supports moving forward. We would like Phil to develop estimates for our 2026 Budget. TJ questioned Task 2.0 Public Engagement (Meeting and Input ID) estimated at \$11,710. Phil explained Task 2.0 background and stated they have proprietary software that they use called Input ID. Phil specified that this software is anonymous and would be used for the Public to input comments. The breakdown cost is about 50% for Outreach and the other 50% for data analysis/compiling and graphic presentation. Tim Berg questioned if they must remain anonymous and Phil said he will have to check. The Firm, does have the ability to see the names along with results. Mike O'Connell provided in December 2024 a comprehensive plan and the 10–15-year outlook and their priorities for the trails. Phil mentioned that we would also like to get the residents and public input or corridors that they want to see on the project. TJ discussed a 20-year plan and would like this to be a group effort and all work together. He will be working on getting a more solid price point to get the plan in motion and ready for 2026 Budget numbers and requesting public engagement. Dave discussed a timeline and thinks establishing a priority for an annual budget along with consistency with the turnover of new council staff in the upcoming years and just to have a more solid plan. Tom questioned TJ if we can use \$10,000 of Park Dedication to get started and budget for the remainder? TJ will check on funding sources.

A MOTION WAS MADE BY DAVE SCHRUPP AND SECONDED BY MARY PRESCOTT TO RECOMMEND TO THE CITY COUNCIL TO MOVE FORWARD WITH THE TRAIL FEASIBILITY PLAN.
A ROLL CALL VOTE CARRIED WITH ALL AYES.

Pat discussed for the city to sell compost. After discussion, the consensus was NOT to sell the compost as the city may need it and can use it at some point in the future.

Pat reviewed the updated Tree Removal Policy for the City of Crosslake

A MOTION WAS MADE BY GORDON WAGNER AND SECONDED BY TIM BERG TO RECOMMEND TO THE CITY COUNCIL THAT WE USE THE NEW REVISED TREE REMOVAL POLICY.
A ROLL CALL VOTE CARRIED WITH ALL AYES.

Pat discussed the Easement and Maintenance Agreement with Town Square. Tom explained that years ago, the easement was private and there is no place to push snow if we have a heavy winter. Pioneer and Swann Drive were the initial roads for the city to maintain. Town Square roads were not in the initial agreement as they were private but years later the City accepted them for maintenance. Many requests have come regarding Town Square parking to increase parking spaces and eliminate the wrong way traffic coming through Town Square. Phil suggested we can modify parking spaces to a 45-degree angle to increase parking spaces on both sides of the road and should also eliminate the wrong way of driving. This will maximize parking but narrow the driving lanes throughout Town Square. After discussion the consensus decision is to not do additional striping with angles due to the concern of only 12 feet for drive through. We'll start by adding extra signs to prevent wrong way drivers throughout Town Square.

Pat discussed South Landing and the request to add an additional streetlight. He is going to investigate this and have more information at next month's meeting.

Pat discussed the water retention pond at Manhattan Point Blvd and Manhattans request for the city to be mowing, trimming and keeping up with the pond. Pat does check the filters, and they are fine. To install a pump for the fountain is approximately \$8,000-\$10,000. Manhattan's can pay for a pump if they would like one installed. The consensus decision is that we are NOT in favor for investigating a pump for Manhattans water retention pond. Dave recommends not cutting the trees or mowing anything around the pond until Phil reviews with Widseth.

A MOTION WAS MADE BY TOM SWENSON AND SECONDED BY GORDON TO HAVE PHIL WITH BOLTON & MENK BE IN CONTACT WITH WIDSETH AND HAVE THEM LOOK TO SEE IF INSTALLING A PUMP IN THE POND WILL BE OK OR WILL IT DESTROY THE PURPOSE OF THE POND.
A ROLL CALL VOTE CARRIED WITH ALL AYES.

Tom is concerned about the time it is taking for the sewer damage by the Mad Rabbit in Town Square to get resolved and is wondering why it is such a long holdup with the attorneys and no answers. Robin will discuss this with Lori to see if there are any answers yet.

Pat and Phil discussed the entire bituminous at the PW Facility that was chip sealed and would like to request payment from the County to pay their cost under the 53/47 split for facility expenses. We will discuss this more at next month's meeting.

Pat and Phil discussed the striping and seal coating done by Schaeffer Contractors. They both thought it went well and we'll wait to see how the seal coat on the trails holds up. Manhattan, Whitefish and Perkins Road striping is scheduled for completion in 2025. Wilderness Road also may be completed if Public Works can get to it this year. The Public Works Staff will be completing the striping soon to save money.

Phil discussed 2028 Future County Highway Projects and the 2025 city projects. Phil went over his assessment overview for single family lot prices \$2,000-\$2,500 and large commercial lot prices. \$2,000 <5 acres and \$3,500 >5 acres were used for the 2024 assessments. Keeping in mind that this will be the first time doing any commercial assessments. What we decide on the business assessments will set a precedence, so we want to be very well prepared to stand behind the logic. Tom suggested we take into consideration an inflation markup. Concern for some were, that some of the Commercials are only in business for a few months.

A Public Works Special Meeting on Monday, July 21st at 4:00 is set for more discussion on assessments.

Phil discussed Harbor Lane Improvements and Crow Wing Power requesting payment for relocating their utility impacted by the road improvements in the amount of \$4,285.

Phil discussed the County Road 103 Trail archeology study for 2028 and have them look at the entire 3/37/103 to have a quote done for the entirety project. Phil feels this is an opportunity for the city to obtain additional services along CR 103 and Happy Landing Road to the 3/37/103 intersection anticipating the city would receive a savings benefit since they will already be working in the general area.

A MOTION WAS MADE BY TOM SWENSON AND SECONDED BY DAVE SCHRUPP TO RECOMMEND TO THE CITY COUNCIL TO MOVE FORWARD WITH THE ARCHEOLOGY STUDY BY STEVE BLONDO AT AN ESTIMATED COST OF \$8,000 - \$11,000 BASED ON AN \$8,000 FINANCIAL COMMITMENT FROM THE LAKES FOUNDATION TO EXPAND THE CURRENT STUDY TO INCLUDE FROM THE INTERSECTION OF 3/37/103 ALONG CR 103 TO HAPPY LANDING ROAD.
A ROLL CALL VOTE CARRIED WITH ALL AYES.

Discussion was had and recommended that the holiday lights be taken down at the roundabout.

A MOTION WAS MADE BY DAVE SCHRUPP AND SECONDED BY TOM SWENSON TO RECOMMEND TO THE CITY COUNCIL THAT THE HOLIDAY LIGHTS ON THE WELCOME SIGN AND TREES AT THE ROUNDABOUT BE REMOVED. LIGHTS CAN BE PUT UP AT THANKSGIVING AND REMOVED AFTER WINTERFEST EACH YEAR.
A ROLL CALL VOTE CARRIED WITH ALL AYES.

It was also discussed that the irrigation at the roundabout is a drip system and goes off twice a day. The roundabout landscaping is warranted for 2 years, and the county is aware of some of the

landscaping dying off. Pat will work with Siemers on the drip system to be sure it is working properly.

A MOTION WAS MADE BY DAVE SCHRUPP AND SECONDED BY TOM SWENSON TO RECOMMEND TO THE CITY COUNCIL THAT THE CITY FOLLOWUP WITH THE COUNTY REGARDING THE PLANTS AND LANDSCAPING AT THE ROUNDABOUT. A ROLL CALL VOTE CARRIED WITH ALL AYES.

Phil discussed the flows at the Waste Treatment Plant. The average daily design capacity is 125,000 gallons per day. Over the last week we have been exceeding that with a high of 206,000 gallons on July 4th. An average designed flow treatment is hard over 128,000 daily. For high flow events, what are the city steps if Crosslake continues to trend up and grow? What are the correct steps to be taken. There was concern about whether meters are correct. Pat mentioned that the meters must be calibrated two times a year as state law. Pat mentioned that wastewater usually does increase over the holiday weekends.

Phil will discuss the situation with other engineers at Bolton & Menk and we will discuss this more at the Public Works Special Meeting on Monday, July 21st at 4:00.

A MOTION WAS MADE BY DAVE SCHRUPP AND SECONDED BY GORDON WAGNER TO ADJOURN THE MEETING AT 5:25 P.M.
A ROLL CALL VOTE CARRIED WITH ALL AYES.



Sharyl Murphy
Deputy Clerk/City Treasurer

CITY OF CROSSLAKE
PUBLIC WORKS SPECIAL MEETING
MEETING MINUTES
MONDAY, JULY 21, 2025
4:00 P.M. – CITY HALL

Pursuant to due notice and call the Public Works Commission held its special meeting on Monday, July 21, 2025, in City Hall. The following Commission Members were present: Tom Swenson, Dave Schrupp, Gordon Wagner, Tim Berg and Mary Prescott was absent. Also in attendance were Public Works Director Pat Wehner, City Council Member Robin Sylvester & City Engineer Phil Martin. City Clerk, Char Nelson joined later in the meeting.

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

2024 was year 1 of the road plan which included Daggett pine road mill and overlay (M & O) During this season Market Benefit analysis was completed by an independent contractor and the Public Works Committee generated the city recommendation of the following rates:

Single less than 5 acres	\$2,000
Single over 5 acres	\$3,500
Condo's	\$ 500

Private Road with access to city road were treated as a secondary assessment which was ½ of the primary assessment.

2025 was year 2 of the road plan and Phil discussed the construction. The city invested in a private contractor to access Market Benefit for both residential and commercial properties. Robin Sylvester read the city policy “Article IV. – Roadway Assessments” to ensure the public understood the multiple options for the city to calculate the assessments. Nagel completed the assessment based on “Fixed Assessment Rate Method”.

Phil provided arial maps and the detailed list of parcels and the recommendation from Nagel and Associates. Once Phil completed with his presentation of the maps and the Nagel recommendations the committee commenced discussions on past year's assessment amounts and the changes to this year. The assessments are coming in higher with Nagel & Associates

Keeping in mind that this will be the first time City of Crosslake will have commercial assessments. What we decide on the business assessments will set a precedence, so we want to be very well prepared to stand behind the logic. There is concern for some of the commercial properties who are only in business for a few months a year.

Phil is looking for direction or guidance for the assessment amounts. The city doesn't want to be on the high end and just trying to come up with a fair number. Phil went through the road projects and different scenarios on lot sizes, amounts and properties that were assessed last year.

Council Summary after great discussion:

- Felt the Nagle report was a little steep
- Asking Phil to rerun the numbers with consideration of a 10% increase over last year's applied assessment for residential. (for example, a residential was charged 2,000 last year this year would be 2,200 if numbers are approved)
- Residential property where city road is secondary access from private road would be same theory as last year.
- Old Log Landing residents are concerned that since their road was part of last year's road construction detour and that making deterioration of the road from all the traffic, they feel their amount should be lowered. The commission had much discussion but determined all properties would be treated similarly and the road was slotted just like the others even without the construction traffic. They also commented that much repair was done where needed after the construction.
- Asking Phil to run numbers for Commercial with a maximum cap and if there is a way to add the 10% residential logic to commercial as well.
- Asking Phil to run the Commercial Resort with a logic of Cabin (13 cabins) = Condo, and main house as a residential. The amount for commercials seems a bit high for a seasonal resort.
- It was also mentioned that Crosslake Community School and Pine Peaks only have a portion of Swann Drive and how do we assess those properties.
- Reeds has partial access to Pioneer Drive as they also have access to and from County Road 3
- Ace Hardware has full access as Pioneer Drive is being 100% assessed
- The Golf Course has 27 acres and is zoned as residential. There will be more discussion on the amounts.
- Zoning and land use is what is used to calculate the amounts in Town Square Pavillion Park area. Town Square is considered commercial zoning and with Town Square having 4 roads around it but only $\frac{1}{4}$ of the roads under construction with a total amount of .87 acre and using $\frac{1}{4}$ of it for calculating that amount.
- Reeds and Ace Hardware are a concern with the amounts being so high.
- Phil said they have a 10-year payment plan for road assessments of \$2,200-\$3,000 and \$0.10-\$0.20 per square foot. Phil is looking to be fairer for Reeds, Ace Hardware and Crosswoods Golf Course but we need to come up with the best way of calculations or a solution for their amounts.
- Much discussion about the Cost of the Projects and how much the city has paid and how much we are looking at assessments. This will be an important calculation to have available for full transparency to the residents.
- Phil did mention that he has not looked at the total cost of the project and what portion the city is going to pay yet. Some years the city pays more, and we will need to come up with the reconstruction set for commercial and set precedence for a new first.
- National Loon Center and Reeds Bar Stock are both currently vacant commercial properties for now until they are developed. Both will be paying a commercial rate but at a reduced per square footage.

Nagel and Associates gives the amount but not a breakdown or calculation for amounts. It was mentioned by Robin that calculation and documentation from last year to this year's recommendation would be helpful.

Phil's goal is to see what we would like and how to go about the calculations as a group. Assessment policies are hard to present and come up with amounts in some circumstances. We would like to request that Nagel give us a little more history and how they came up with the commercial assessment number. Dave Schrupp states that Nagel gave a range, and as the city we would like to use the low-end, he would also like Nagel to give us a graph with the ranges for the residents to see.

Once amounts are set, the city can schedule an assessment hearing and at this time, the residents will have a right to appeal and be brought in front of a judge for them to decide if they would choose to appeal.

Phil will forward Sharyl his breakdowns to forward to Public Works Commission and more discussion will be at the August 4, 2025, Public Works meeting.

Pat discussed the Waste Treatment Plant increased usages. He is meeting with the Engineers Vic and John tomorrow, July 22, 2025, to discuss the problem and see what the options are or for an explanation on what may be causing the high usage. It was mentioned that there is a possible filter problem and can possibly rebuild filters. Pat will present the findings at our August 4, 2025, meeting.

A MOTION WAS MADE BY DAVE SCHRUPP AND SECONDED BY GORDON WAGNER TO ADJOURN THE MEETING AT 6:25 P.M.
A ROLL CALL VOTE CARRIED WITH ALL AYES.



Sharyl Murphy
Deputy Clerk/City Treasurer



WASTE PARTNERS Inc.
CUSTOMERS • COMMUNITY • ENVIRONMENT

WASTE PARTNERS INC.

P.O. Box 677

Pine River, MN 56474

Office: 218-587-8727

Fax: 218-587-5122

info@wastepartnersinc.com

To: City of Crosslake

Attention Solid Waste and Recycling

13888 Daggett Bay Road

Crosslake, MN 56401

2025

June

City of Crosslake Score Report - From Waste Partners

Materials are delivered to Pine River Transfer Station and Waste Partners Inc

	Pounds	Tons
Paper & Cardboard	9,721	4.86
Corrugated Cardboard	9,721	4.86
Mixed Paper	0	0.00
Newspaper, Mixed Mail Magazines		
Metal	0	0.00
Appliances, Scrap, Misc.		
Commingle	39,792	19.90
5% Aluminum Cans	1,990	0.99
21% Tin Cans	8,356	4.18
61% Mixed Glass	24,273	12.14
10% Plastic	3,979	1.99
Number 1 & Number 2		
3% Reject	1,194	0.60

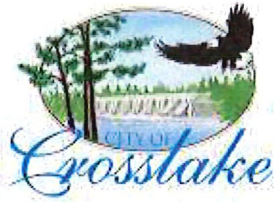
Total Pounds

49,513

Total Tons

24.76

D.
15.



D.
14.

STATED MINUTES

City of Crosslake Planning Commission/Board of Adjustment

June 26, 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; and Alternate Cooper Hanning
2. Absent: Alternate Joel Knippel; Liaison Council Member Jayme Knapp

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

3. 5-23-2025 Minutes – **Motion by Graham; supported by Johnson to approve the minutes as written. All members voting "Aye", Motion carried.**
4. Old Business
 - 4.1 None
5. New Business
 - 5.1 Land Use Ordinance Amendments to Article 10 Land Use Classification List, Sec. 26-281 Land Use Table
 - 5.2 Enforcement
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

Chapter 26 Land Use Ordinance
Article 10 Land Use Classification List, Sec. 26-281 Land
Use Table

Satterlund did a presentation on the suggested proposed amendments to the Land Use Table as requested by the commissioners at a previous meeting. See the attachments for the suggestions. The commissioners and staff had a discussion on: how each item effects Crosslake; whether or not to include the item; the wording of the item if included; what procedure to list on each item within each district (A, P, CUP...); possibilities of additional amendments; the layout of the "Land Use Tables"-delete/don't use highlighted numbered titles; which items to look at for further future discussion; staff reported that ordinance amendments at this time are on hold due to the resignation of the P&Z Administrator; motions are not needed; discuss to prepare for future ordinance amendments.

O'Leary made a motion under the Bed & Breakfast Residence item in the Land Use Table to add "CU" under the shoreland residential and eliminate the "PP" under all of the commercial districts, no second so the motion failed.

Enforcement

Temporary Structures: Satterlund presented the red section of the handout on Temporary Storage Structure (see attachment). The commissioners and staff had a discussion on: change the heading to Portable or Temporary Structures; 300 square feet to 400 square feet; how long to permit the temp structure; what is temporary as far as length of time; in locations where the ordinance states 210 days to be changed to 180 days (in red); impervious calculation in relationship to the temp structure; the need for additional storage for commercial businesses in general; how residence may use or need a temp structure; fence for a more pleasing visual effect; ability for commercial districts to renew or reapply for another temp structure to restart the time limit clock;

June 26, 2025 Action:

Motion by McGrath; supported by Johnson to recommend to the city council the land use ordinance amended language in red (see attachment) with changes in all areas to:
heading to be Portable or temporary structures
300 square feet to 400 square feet
210 days to 180 days

All members voting: "Aye" 3, Fuhs, Johnson, McGrath; "Nay" 2 O'Leary, Graham; Motion carried 3:2.

June 26, 2025 Action:

Motion by McGrath; supported by O’Leary to recommend to the city council the land use ordinance amended and/or added language in the “Land Use Table” under “Portable or temporary storage structure (180 days)” as a permitted (P) use in the residential districts and a second, separate line stating “Portable or temporary storage structure (550 days)” as a performance permit (PP) use in all of the commercial districts excluding the waterfront commercial district.

All members voting “Aye”, Motion carried.

Waste Bins/Dumpster: Satterlund gave some details: this item is a matter of enforcement not amending the ordinance, read the section(s) pertain to the requirements already existing in the ordinance, proposed enforcement letter.

The commissioners and staff had a discussion on: what types of trash containers are included in the ordinance requirements, commercial districts only due to it reads to be commercial language, date of requirements, time allowed for fence installation in the letter, suggested up to 6 months or fine, change letter to say failure will result in fines..., remove entirely or apply for a permit, include parts of the ordinance requirements in the letter, what screening/fencing is required in the letter, date the letter for tracking, mailing of letter will wait for new P&Z Administrator.

June 26, 2025 Action:

Motion by McGrath; supported by Graham to proceed with the letter of enforcement which should include a date of action needed and stating there will be a \$75.00 fine if failure to apply.

All members voting “Aye”, Motion carried.

Other Business:

Staff report

Administrative Appeal: Satterlund gave a history, ordinance requirements, items not being met according to our ordinance which was the reason for denial, attorney’s input for the denial, timeline to hear the appeal, appeal was schedule for the next PC/BOA meeting on July 25-meeting the required 30-day timeline, separate special meeting at 11:30 AM on July 25th if needed

Open Forum:

O'Leary-where are we on the issue of the trees on Sylva Lane properties, Discussion on this topic included commissioners, staff and Miller, the developer: Fuhs-trees were cut down per the county requirement, condition for trees in the plat with Sylva Lane; structures were permitted as personal storage; commissioners do not enforce covenants; outside storage use; Miller-requested wording from the documentation; outside storage; Miller-covenants are on the properties for outside storage and dumpsters.

O'Leary-previous conversations on plastic sleeves for the permit cards; Satterlund-will purchase laminator for the Land Use permits; Miller, public attendee-permits get taken down-weather destroys them, put them in a window to display; Satterlund-when digging or trees down a permit card is needed.

O'Leary-what is the goal of our city "beautify the city", where are we on the tire situation, previously brought forward, if we are trying to beautify Crosslake; McGrath-some tires have been moved; O'Leary-Satterlund to send letter or contact Chip for an update

Matters not on the Agenda:

1. There were no matters not on the agenda

Motion by Johnson; supported by Graham to adjourn at 11:30 A.M.

All members voting "Aye", Motion carried.

Respectfully submitted,

Cheryl Stuckmayer

Cheryl Stuckmayer
Planner-Zoning Coordinator

EXHBIT A

PART I - CODE OF ORDINANCES

Chapter 26 - LAND USE

- (5) **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.
- (6) **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.
- (7) **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.
- (8) **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.
- (9) **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.
- (10) **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 limited personal storage 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. In addition, a Conditional Use Permit (CUP) will be needed before obtaining a Land Use Permit.

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 2"	means a rural residential district – 2 acre minimum lot size
"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

LAND USE TABLES	S D	RR 2 RR 5	S S	L C	D C	W C	C/ LI	MU
(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	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		PP	PP	CU	PP	
Home occupation	A	A	A	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 (180 Days)	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				A
Church/Synagogue	P	P	P	P	P	P		P
Transient Camps, church Camps	CU	CU				PP		
(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
Cannabis, Retail				CU				

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

LAND USE TABLES	S D	RR 2 RR 5	S S	L C	D C	W C	C/ LI	MU
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 (RR2 is exempt-prohibited)		CU		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
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
Storage Building, Personal							CU	CU
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
Portable or temporary storage structure (550 days)				PP	PP		PP	PP

- d) The structure shall not be used for human habitation.

Secs. 26-350 — 26-374 Reserved.

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.

- (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:

(3) Temporary Storage Structures

- One temporary storage structure not to exceed 300 square feet may be allowed with a permit for no more than 180 days within a year provided there is a principal structure on the property.
- Temporary storage structures shall meet all structural setbacks, and may not be located over a septic drain field.
- The maximum impervious surface limits for the lot shall not be exceeded.
- The structure shall not be used for human habitation.
- One temporary storage structure not to exceed 300 square feet may be allowed with a permit for no more than 550 days provided there is a principal structure on the property and proper screening is established with a fence or approved vegetation on all sides.

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:

(3) Temporary Storage Structures

- a. One temporary storage structure not to exceed 300 square feet may be allowed with a permit for no more than 180 days within a year provided there is a principal structure on the property.
- b. Temporary storage structures shall meet all structural setbacks, and may not be located over a septic drain field.
- c. The maximum impervious surface limits for the lot shall not be exceeded.
- d. The structure shall not be used for human habitation.
- e. One temporary storage structure not to exceed 300 square feet may be allowed with a permit for no more than 550 days provided there is a principal structure on the property and proper screening is established with a fence or approved vegetation on all sides.

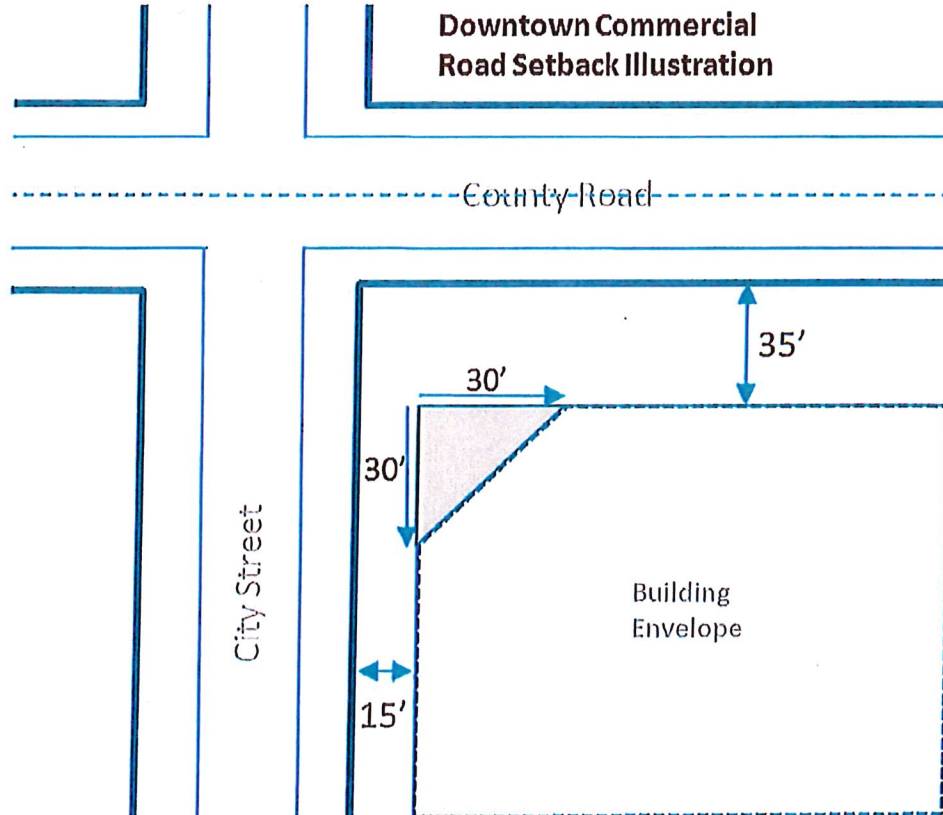
(4)

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'

(5) 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 façade, then the setback is measured from the drip line of the overhang.

Sec. 26-380 Commercial/Light Industrial 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.
- (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) Temporary Storage Structures

- One temporary storage structure not to exceed 300 square feet may be allowed with a permit for no more than 180 days within a year provided there is a principal structure on the property.
- Temporary storage structures shall meet all structural setbacks, and may not be located over a septic drain field.
- The maximum impervious surface limits for the lot shall not be exceeded.
- The structure shall not be used for human habitation.
- One temporary storage structure not to exceed 300 square feet may be allowed with a permit for no more than 550 days provided there is a principal structure on the property and proper screening is established with a fence or approved vegetation on all sides.

(4)

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'	5'	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 Article 29 for greater architectural standards regulated within this district.

(5) Temporary Storage Structures

- One temporary storage structure not to exceed 300 square feet may be allowed with a permit for no more than 210 days within a year provided there is a principal structure on the property.
- Temporary storage structures shall meet all structural setbacks, and may not be located over a septic drain field.
- The maximum impervious surface limits for the lot shall not be exceeded.

- d. The structure shall not be used for human habitation.
- e. One temporary storage structure not to exceed 300 square feet may be allowed with a permit for no more than 550 days provided there is a principal structure on the property and proper screening is established with a fence or approved vegetation on all sides.

(6)

Secs. 26-382 Mixed Use District Standards

- (1) The purpose of this district is to accommodate limited personal storage use, with performance standards established in Articles 28 and 29, along with Sec. 26-282.
- (2) Minimum development size to be 10 acres, plated 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.
- (5) Refer to Article 28 and 29 for greater regulated standards within this district.

(6) Temporary Storage Structures

- a. One temporary storage structure not to exceed 300 square feet may be allowed with a permit for no more than 210 days within a year provided there is a principal structure on the property.
- b. Temporary storage structures shall meet all structural setbacks, and may not be located over a septic drain field.
- c. The maximum impervious surface limits for the lot shall not be exceeded.
- d. The structure shall not be used for human habitation.
- e. One temporary storage structure not to exceed 300 square feet may be allowed with a permit for no more than 550 days provided there is a principal structure on the property and proper screening is established with a fence or approved vegetation on all sides.

(7)

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
40,000	150'	30'	10'	100'	10'	35'	35'	35%	35'

Secs. 26-383—26-411 Reserved

ARTICLE 14 FLOODPLAIN OVERLAY DISTRICT STANDARDS

Sec. 26-412 Statutory Authorization

The legislature of the State of Minnesota has, in Minnesota Statutes Chapter 103F and Chapter 462 delegated the responsibility to local government units to adopt regulations designed to minimize flood losses. Therefore, the City Council of Crosslake, Minnesota, does ordain as follows.

Sec. 26-413 Purpose

- (1) This Article regulates development in the flood hazard areas of Crosslake. These flood hazard areas are subject to periodic inundation, which may result in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base. It is the purpose of this Article to promote the public health, safety, and general welfare by minimizing these losses and disruptions.

EXHIBIT B

PART I - CODE OF ORDINANCES

Chapter 26 - LAND USE

- (5) **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.
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- (7) **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.
- (8) **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.
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Sec. 26-281 Land Use Tables

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"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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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	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		PP	PP	CU	PP	
Home occupation	A	A	A	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				A
Church/Synagogue	P	P	P	P	P	P		P
Transient Camps, Church Camps	CU	CU				PP		
(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
Cannabis, Retail				CU				

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

LAND USE TABLES	S D	RR 2 RR 5	S S	L C	D C	W C	C/ LI	MU
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 (RR2 is exempt-prohibited)		CU		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
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
Storage Building, Personal							CU	CU
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
Junk/Auto Salvage/Waste Facility							CU	
Commercial Storage Yard				PP			PP	PP
Cannibis, manufacture, cultivation, wholesale								

*Note: See provisions for "CO" in Sec. 26-381 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

ARTICLE 11 SHORELAND DISTRICT STANDARDS

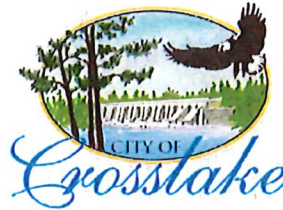
Sec. 26-305 Purpose and Intent

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

Sec. 26-306 Public Waters Classification System

- (1) **Lake classification system.** The Public Waters lakes of the City of Crosslake, Minnesota are hereby classified into the following categories:
 - a) **Natural environment lakes (NE).** Natural Environment lakes are generally small, often shallow lakes with limited capacities for assimilating the impacts of development and recreational use. They often have adjacent lands with substantial constraints for development such as high water tables and unsuitable soils. These lakes, particularly in rural areas, usually do not have much existing development or recreational use.
 - b) **Recreational development lakes (RD).** These lakes are generally medium-sized lakes of varying depths and shapes with a variety of landform, soil, and groundwater situations on the lands around them. At the time of the original classification, they were characterized by moderate levels of recreational use and existing development consisting mainly of seasonal and year-round residences and recreationally oriented commercial uses.
 - c) **General development lakes (GD).** These lakes are generally large, deep lakes or lakes of varying sizes and depths with high levels and mixes of existing development at the time of the original classification. These lakes often are extensively used for recreation.

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



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

[Date]

RE: Immediate Compliance Required – Unscreened Dumpster Enclosures

Dear Property Owner/Manager,

This letter is to inform you that your property has been observed to be in violation of local ordinance and/or property standards due to improperly screened dumpsters. As a reminder, all dumpsters must be fully screened from public view, particularly from adjacent roadways, at all times.

Per Sec. 26-738 Screening: 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. Dumpsters must be enclosed with appropriate fencing or screening materials to preserve the visual appearance of the community and prevent littering and unauthorized dumping.

You are required to bring your property into compliance immediately. Screening must be installed or repaired so that dumpsters are no longer visible from the roadway. Failure to do so may result in fines or further enforcement action.

Please provide confirmation of corrective action or a timeline for compliance by (Timeline TBD)

If you have any questions or need assistance in understanding the requirements, feel free to contact our office at (218) 692-9805 or crosslakepz@cityofcrosslake.org

Thank you for your prompt attention to this matter.

Sincerely,

Paul Satterlund
Planning & Zoning Administrator
Crosslake Planning and Zoning Department
13888 Daggett Bay Rd
Crosslake, MN 56442

Office: (218) 692-2689
Direct: (218) 692-9805
Email: psatterlund@cityofcrosslake.org
Website: www.cityofcrosslake.org



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



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

[Date]

RE: Unpermitted Shipping Container on Property

Dear Property Owner/Manager,

This letter serves as formal notice that a shipping container has been identified on your property located at [Property Address], and our records indicate that no Temporary Storage Permit has been obtained for this structure.

Per Crosslake regulations, shipping containers are not permitted without appropriate authorization. at this time, you are required to take one of the following actions no later than **(Timeline TBD from the date of this letter)**:

1. **Remove the Shipping Container** from the property entirely;
OR
2. **Apply for a Land Use Permit to have an accessory structure** and install a screening fence in compliance with city regulations to obscure the structure from public view.

Failure to comply with one of the above options by the specified date may result in enforcement actions, you may be subject to a \$75 per day per violation Administrative fine until the situation is remedied. If you choose not to pay said administrative fines, those fines may be assessed onto your taxes. (Crosslake City Code Chapter 2, Article I, Sections 2-3)

If you have any questions or need assistance with the permitting process, please contact the Planning and Zoning Department (218) 692-9805 or crosslakepz@cityofcrosslake.org

We appreciate your prompt attention to this matter.

Sincerely,

Paul Satterlund
Planning & Zoning Administrator
Crosslake Planning and Zoning Department
13888 Daggett Bay Rd
Crosslake, MN 56442

Office: (218) 692-2689
Direct: (218) 692-9805
Email: psatterlund@cityofcrosslake.org
Website: www.cityofcrosslake.org



STRUCTURE, PORTABLE OR TEMPORARY STORAGE A transportable building or enclosure that is not intended for human habitation but designed and used on a time limited basis primarily for temporary storage of building materials (before they are utilized for building purposes), household goods, equipment (watercraft, ATVs and RVs) , and other such materials on a residential or commercial property, such as a cargo container, fabric covered portable garage/carport or instant shelters.

(5) Temporary Storage Structures

- a) One temporary storage structure not to exceed 300 square feet may be allowed with a permit for no more than 210 days within a year provided there is a principal structure on the property.
- b) Temporary storage structures shall meet all structural setbacks and may not be located over a septic drainfield.
- c) The maximum impervious surface limits for the lot shall not be exceeded.
- d) The structure shall not be used for human habitation.

Sec. 26-738 Screening

(1) Screening from residential areas shall be in addition to normal landscaping and planting and consist of a visual barrier completely separating the activity on a commercial property from an 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 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 commercial uses. No screening is required between adjacent commercial uses.



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 1600, St. Paul, MN 55101
651-201-7507 Fax 651-297-5259 TTY 651-282-6555

**APPLICATION AND PERMIT FOR A 1 DAY
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

D. 16.

Name of organization	Date organized	Tax exempt number
Knights of Columbus of Crosslake/Emily	March 02, 2010	32-0302942

Organization Address	City	State	Zip Code
PO Box 22	Crosslake	Minnesota	56442

Name of person making application	Business phone	Home phone
Paul McConville	612-867-9636	612867-9636

Date(s) of event	Type of organization
September 27, 2025	<input type="checkbox"/> Microdistillery <input type="checkbox"/> Small Brewer <input type="checkbox"/> Club <input checked="" type="checkbox"/> Charitable <input type="checkbox"/> Religious <input type="checkbox"/> Other non-profit

Organization officer's name	City	State	Zip Code
Rob Clements	Crosby	Minnesota	

Organization officer's name	City	State	Zip Code
Robb Kniefel	Crosslake	Minnesota	56442

Organization officer's name	City	State	Zip Code
Chuck Cole	Crosslake	Minnesota	56442

Location where permit will be used. If an outdoor area, describe.
Crosslake Ace Hardware Parking Lot
35592 - Pioneer Drive
CrosslakeAceHardware

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.
NA

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

Star Insurance Company

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City or County approving the license	Date Approved
Fee Amount	Permit Date
Date Fee Paid	City or County E-mail Address
	City or County Phone Number

Signature City Clerk or County Official

Please Print Name of City Clerk or County Official

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US

D.17.

BILLS FOR APPROVAL
August 11, 2025

VENDORS	DEPT		AMOUNT
Abra Landscaping, landscaping	Fire		5,170.10
Ace Hardware, garden sprayer	Sewer		21.59
Ace Hardware, toolbox, hardware	PW		94.76
Ace Hardware, file, rip hammer, mag nut driver set	PW		59.49
Ace Hardware, bird food, braces	Park		52.74
Ace Hardware, electronic cleaner	Park		13.49
Ace Hardware, clamps	Park		6.46
Ace Hardware, hardware	Park		4.66
Ace Hardware, hardware	Park		25.18
Ace Hardware, braces	Park		8.98
Ace Hardware, battery	PW		70.19
Ace Hardware, gloves, trim line	Cemetery		29.68
Ace Hardware, shop towels	Park		11.33
Ace Hardware, janitorial supplies	Park		7.59
Ace Hardware, bolts, screws	Park		14.77
Ace Hardware, lynch pins	Park		5.02
Ace Hardware, pvc pipe	Park		15.87
Ace Hardware, weed killer	Fire		93.58
Ace Hardware, batteries	PW		10.29
Ace Hardware, hardware	PW		9.99
Ace Hardware, oil pans	PW		8.98
Ace Hardware, hammer, towels	PW		31.48
Ace Hardware, hardware	PW		28.58
Ace Hardware, chainsaw files	PW		37.87
Ace Hardware, batteries	Park		13.66
Ace Hardware, blade	PW		38.99
Anoka County Sheriff Office, swat basic training	Police		400.00
AT&T, cell phone and tough book charges	ALL		1,253.63
AW Research, water testing	Sewer		2,683.70
Baker & Taylor, books	Library		302.00
Beckys Pest Solutions, pest control	Sewer		159.00
Belson Outdoors, memorial bench	Park		896.00
BLAEDC, government funding 1st half 2025	EDA		6,180.00
Bolton & Menk, 2025 road improvements	PW	pd 7-21	3,002.50
Bolton & Menk, harbor lane	PW	pd 7-21	10,133.50
Bolton & Menk, general engineering	PW	pd 7-21	808.00
Brainerd Medical Supply, ems supplies	Fire		794.85
Charlee Genz, childrens program reimbursement	Park	pd 8-4	27.80
City of Crosslake, sewer utilities	ALL		195.00
Clean Team, august 2025 cleaning	ALL		4,366.25
Clifton Larson Allen, 2024 audit	Gov't		1,572.56
Council #65, union dues	Gov't		494.88
Crosslake Sheetmetal, install sensor in radio room	Fire	pd 8-4	423.00
Crosslake Sheetmetal, a/c tune up and cleaning	ALL		1,815.00
Crow Wing County, 47% shared services	PW		1,978.95

Crow Wing County Highway Dept, fuel	ALL		4,529.55
Crow Wing County Recorder, filing fees	PZ		46.00
Crow Wing Power, line conversion	PW		4,285.00
CTC, web hosting	Gov't		10.00
Culligan, cooler rental and water	ALL		320.60
Custom Fire, perimeter light	Fire		160.31
Custom Fire, perimeter light	Fire		150.85
Dacotah Paper, janitorial supplies	Park		162.48
David Drown Associations, continuing disclosure report	Gov't		2,400.00
Dell, laptops	PZ		3,700.00
Dell, computer for video recordings	Gov't		1,865.54
Delta Dental, dental insurance	ALL		2,198.03
Doreen Zierer, pickleball tournament services	Park		100.00
East Side Oil, filter recycling	Gov't	pd 8-4	25.00
Essentia Health, vaccines	Sewer	pd 8-4	309.00
Ferguson Waterworks, meter parts	Sewer		5,500.00
Fire Catt, hose testing	Fire	pd 8-4	4,243.25
First Impressions, cemetery map	Cemetery		118.50
First Supply, couplings	Park		12.84
Flock Safety, license plate reader	Police		3,500.00
Follett Content, books	Library	pd 8-4	2,006.52
Forum Communications, employment ads, book sale ads	ALL		1,390.00
Fyles, portable restrooms	Park	pd 8-4	820.00
Galls, uniform	Police		86.96
Galls, uniform	Police	pd 8-4	287.95
Gopher State One Call, email ticket	Sewer	pd 7-24	1.35
Gopher State One Call, email ticket	Sewer		44.55
GOVOS, short term rental platform	Gov't		35,749.27
Guardian Pest Solutions, pest control	ALL		161.40
Gull Lake Glass, wood door	Park	pd 8-4	3,028.85
Hawkins, chemicals	Sewer		4,089.90
Heartland Animal Rescue, impound fees	Police		366.75
Hunter Roeder, per diem meal reimbursement	Police		135.00
J&J Medical, lucas chest compression device	Fire	pd 8-4	14,495.00
Jefferson Fire & Safety, combi tool, batteries	Fire	pd 8-4	11,742.50
Kimber Creek, new ignition, lock cylinder	Police		1,915.39
LA Lawncare, lawn treatment	Gov't		100.00
League of MN Cities Insurance, litigation claim	PZ		1,183.14
Lori Conway, mileage reimbursement	Admin		110.95
Lori Conway, moving expenses reimbursement	Admin		1,200.00
Mastercard, Ace Hardware, extension cord	Admin		9.65
Mastercard, Adobe, license renewal	Police	pd 7-24	219.99
Mastercard, Amazon, prime monthly premium	Gov't		14.99
Mastercard, Amazon, flash drives, laptop case	Police		47.75
Mastercard, Amazon, air filters	Park		100.72
Mastercard, Amazon, labels	Police		6.98
Mastercard, Amazon, trimmer line	Park	pd 7-24	31.99
Mastercard, Amazon, paper	Library	pd 7-24	119.94
Mastercard, Amazon, tabs, coffee	Gov't		19.80
Mastercard, Amazon, coffee	Gov't		13.39
Mastercard, Amazon, basketballs	Park		151.96

Mastercard, Amazon, volleyballs	Park		53.34
Mastercard, Amazon, bounce house	Park		447.72
Mastercard, Amazon, childrens program	Park		545.81
Mastercard, Amazon, packing tape	Gov't		19.91
Mastercard, Amazon, crosswalk signs	PW		1,990.00
Mastercard, Amazon, receipt books	Park		48.99
Mastercard, Amazon, coffee	Park		49.98
Mastercard, Amazon, coat tree	Library		21.59
Mastercard, Amazon, carpet tape	Library		7.18
Mastercard, Amazon, badge holders	Park		21.99
Mastercard, Amazon, plastic envelopes	Library		12.99
Mastercard, Amazon, janitorial supplies	Park		45.18
Mastercard, Amazon, tacks	Police		4.29
Mastercard, Amazon, hose	Park		11.89
Mastercard, Amazon, air freshener refill	Park		64.50
Mastercard, Amazon, air care dispenser	Park		29.97
Mastercard, Bray Sales, actuator	Sewer	pd 7-24	762.99
Mastercard, Caseys, fuel	Police		39.72
Mastercard, Column Software, meeting notice of 8/22/25	PZ		35.19
Mastercard, Crown Awards, pickleball tournament	Park		151.21
Mastercard, Crown Awards, pickleball tournament	Park		105.44
Mastercard, Docsend, email bills	Sewer		25.00
Mastercard, Dog Waste Depot, bags	Park		159.99
Mastercard, Dropbox, monthly premium	Gov't		54.00
Mastercard, Expressway, fuel	Police		42.11
Mastercard, GLS Promotions, uniforms	Park		1,147.00
Mastercard, Holiday Inn, lodging	Police		430.20
Mastercard, Holiday Station, fuel	Police		19.35
Mastercard, Holiday Station, fuel	PW		4.02
Mastercard, Landsburg Landscape Nursery, trees	PW		331.10
Mastercard, Laquinta, lodging	Police	pd 7-24	105.69
Mastercard, Leave No Trace, reference cards	Library		8.76
Mastercard, Menards, hoses	Fire		275.32
Mastercard, Microsoft, monthly premium	Fire		17.72
Mastercard, Moonlite Bay, interview with aby	PZ		53.64
Mastercard, MPCA, permit renewal	Sewer		1,481.18
Mastercard, NRPA, membership dues	Park		115.00
Mastercard, PatioShoppers.com, pickleball umbrellas	Park		2,675.00
Mastercard, Positive Promotions, fire prevention materials	Fire		1,220.08
Mastercard, Post Office, postage	Police		10.50
Mastercard, Post Office, postage	STR		83.84
Mastercard, Post Office, postage	STR		20.96
Mastercard, Post Office, postage	STR		11.26
Mastercard, Scheels, uniform	Park		120.49
Mastercard, Sirchie, various reagents	Police		200.16
Mastercard, Tactacam, annual premium	Park		408.00
Mastercard, The Tee Hive, pickleball tournament	Park		976.50
Mastercard, Wamart, tennis balls	Park		39.97
Mastercard, Watt Computers, desktop ram	PZ		25.00
Mastercard, Zero9 Holsters, uniform	Police		37.57
Mastercard, Zero9 Holsters, uniform	Police		112.72

Mastercard, Zoom, monthly premium	Gov't		66.99
Medica, health insurance	ALL		31,334.66
Menards, ratchet, tarp	PW		38.97
Menards, janitorial supplies	Fire		128.51
Menards, janitorial supplies	PW		140.89
Menards, light, bulbs, detergent	Park		83.44
Menards, treated lumber, screws	Sewer		335.04
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	Park		222.90
Metro Sales, copier lease	Police		55.88
Mid American Research Chemical, janitorial supplies	Park	pd 8-4	120.89
Mid MN Drug Testing, random drug test	Park		55.00
Midwest Machinery, blades, oil filters	Park		199.36
Midwest Security, cellular monitoring	Fire		863.88
MN NCPERS, life insurance	Gov't		64.00
MNPEA, union dues	ALL		240.00
Moonlite Square, fuel	Park		13.53
Moonlite Square, fuel	Fire		40.06
Motorola, battery	Police		198.00
MR Sign, license signs	STR		74.25
MR Sign, license signs	STR		160.30
Napa, gumout, deep creep	Park		23.41
Napa, prem red grs cart	Park		24.66
Napa, oil	Police		37.23
Napa, battery	PW		187.23
Napa, hose, fittings, towels	PW		149.89
Napa, tire wet	Fire		66.90
Nelson Sanitation, sludge hauling	Sewer		3,201.28
Pequot Auto Repair, brakes, oil change	Park	pd 8-4	576.94
Pine River Area Sanitary District, biosolids treatment	Sewer	pd 8-4	3,561.42
Quality Equipment, oil and oil filters	Park		72.82
Ratwik, Roszak, & Maloney, legal fees	ALL		5,986.20
RJ Kool, commercial washer	Fire		13,906.00
Sentinel, suppressors	Police		1,880.00
Sharyl Murphy, reimburse petty cash	ALL		54.62
Simonson Lumber, nails, concrete mix	Park		184.93
Simonson Lumber, tubing	Park		167.39
Specialty Solutions, grass seed	Park		600.88
Streichers, uniform	Police		345.99
Streichers, uniform	Police	pd 8-4	11.99
Teamsters, union dues	Police		388.00
The Office Shop, hanging folders	Cemetery		149.44
The Office Shop, pens	Admin		4.76
The Office Shop, highlighters	PZ		12.18
The Tee Hive, childrens program	Park		200.00
TJ Graumann, reimburse for pickleball tournament	Park	pd 8-4	105.47
Tremolo, phone, fax, cable, internet	ALL	pd 8-4	2,294.27
Tri County Septic, septic designs and inspections	PZ		1,010.00
US Bank, copier lease	ALL	pd 8-1	358.60

USI Consulting, request from auditor	Gov't		150.00
Vestis, mat service	PW	pd 7-21	78.69
Vestis, mat service	PW	pd 8-1	78.69
Viking Electrica, electrical supplies	Park		45.36
Waste Partners, trash removal	ALL		618.10
Widseth, trail professional design services	Gov't		6,872.23
Xcel Energy, gas utilities	ALL	pd 8-4	336.39
Xtona, i.t. services	ALL		3,347.00
TOTAL			253,570.44

E. 1.

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
PAL Foundation	\$48,313.90	Pickleball
Crosslake Firefighters Relief Association	\$14,495.00	LUCAS Chest Compression Device
Crosslake Firefighters Relief Association	\$13,906.00	Gear Extractor
Crosslake Firefighters Relief Association	\$11,742.50	Auto Extrication Tool
Carolyn Breitbach	\$50.00	Fire Department in Memory of Steve Roe

; and

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

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

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

Passed this 11th day of August, 2025.

Jackson Purfeerst
Mayor

ATTEST:

Lori A. Conway
City Administrator (SEAL)

F.
1.

MEMO TO: City Council

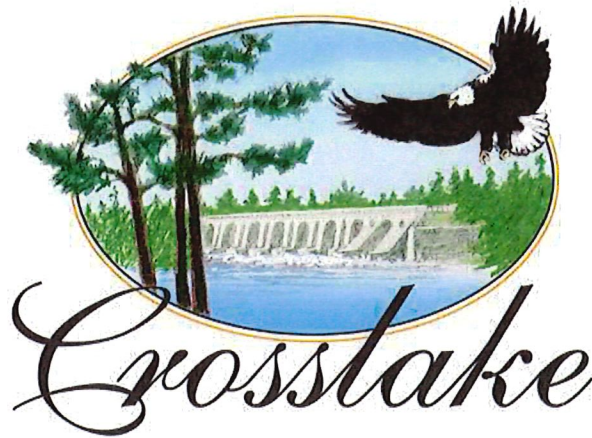
FROM: Char Nelson, City Clerk

DATE: August 6, 2025

SUBJECT: Data Practices Policy

Each year the City is required to update its Data Practices Policy for the Public with to reflect changes in personnel, procedures, or other circumstances that impact the public's ability to access data.

Attached is the updated City of Crosslake Data Practices Policy for the Public dated August 1, 2025 for your review. Motion is required to approve the policy.



CITY OF CROSSLAKE

CROW WING COUNTY STATE
OF MINNESOTA

13888 DAGGETT BAY ROAD
CROSSLAKE, MN 56442

DATA PRACTICES POLICY FOR THE PUBLIC

~~August 1, 2024~~

August 1, 2025

Phone: 218/692-2688

Fax: 218/692-2687

City email: cityclerk@cityofcrosslake.org

Your Right to See Public Data

The Government Data Practices Act (Minnesota Statutes, Chapter 13) presumes that all government data are public unless a state or federal law says the data are not public.

Government data means all recorded information a government entity has, including paper, e-mail, flash drives, CDs, DVDs, photographs, etc.

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

How to Request Public Data

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

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

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

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

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

How We Will Respond to Your Data Request

Upon receiving your request, we will review it.

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

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

Requests for Summary Data

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

DATA PRACTICES CONTACTS

Responsible Authority/Compliance Official:

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

Designees:

Administration Department
Phone: 218/692-2688
Email: lconway@cityofcrosslake.org

Planning & Zoning Department
~~Paul Satterlund~~
Phone: 218/692-2689
Email: psatterlund@cityofcrosslake.org

Police Department
Jake Maier
Phone: 218/692-2222
Email: jmaier@cityofcrosslake.org

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

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

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

Copy Costs – When You Request Public Data

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

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

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

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

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

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

City of Crosslake - Data Request Form

A. To be Completed by Requester

Requester Name (Last, First, M.):	Phone Number:
Street Address:	Fax Number:
City, State, Zip Code:	Email Address:
Signature:	Date of Request:
<i>Note: According to MS § 13.05, subd. 12, persons are not required to identify themselves, or state a reason for, or justify a request for public data.</i>	
I am requesting access to data in the following way: <div style="display: flex; justify-content: space-around; margin-top: 5px;"> <input type="checkbox"/> Inspection <input type="checkbox"/> Copies <input type="checkbox"/> Both inspection and copies </div> <p style="font-size: small; margin-top: 5px;"> <i>Note: Minn. Stat. § 13.03 and 13.04 authorize the City to charge fees to recover costs to provide copies of data. Prepayment is required. There is no charge for inspection or for separating not public data from public data. The City may charge the actual cost for searching and retrieving data, except for requests made by data subjects.</i> </p> <p style="font-size: small; margin-top: 5px;"> <i>Note: The City will respond within a reasonable time for all requests, except for requests by data subjects, which shall be responded to within 10 days of the date of the request.</i> </p>	
Description of the Information Requested (attach additional pages if needed):	

B. To be Completed by City Department

Department Name:	Handled by:
Information Classified as: <div style="display: flex; flex-wrap: wrap; margin-top: 5px;"> <div style="width: 50%;"><input type="checkbox"/> Public</div> <div style="width: 50%;"><input type="checkbox"/> Non-Public</div> <div style="width: 50%;"><input type="checkbox"/> Private</div> <div style="width: 50%;"><input type="checkbox"/> Protected Non-Public</div> <div style="width: 50%;"><input type="checkbox"/> Confidential</div> </div>	Action: <div style="margin-top: 5px;"> <input type="checkbox"/> Approved <input type="checkbox"/> Approved in Part (Explain below) <input type="checkbox"/> Denied (Explain below) </div>
Remarks or basis for denial including statute section:	
Copying Charges: <input type="checkbox"/> None <input type="checkbox"/> Members of the Public (100 or fewer copies): _____ Pages x \$.25 per Black/White Page = _____ _____ Pages x \$.50 per Color Page = _____ <input type="checkbox"/> Members of the Public (more than 100 copies) and Data subjects: Employee time: \$____/hr x _____ Hours = _____ _____ Pages x \$_____ per Black/White Page = _____ <input type="checkbox"/> Other Charges (e.g. postage): _____ = _____ <div style="text-align: right; margin-top: 5px;">Total Charges = _____</div>	Proof of Identity Verified of Requester of Private Data as the Data Subject: <div style="margin-top: 5px;"> <input type="checkbox"/> Valid Identification: Driver's License, State ID, Military ID, Passport, Etc. <input type="checkbox"/> Comparison with Signature on File <input type="checkbox"/> Personal Knowledge <input type="checkbox"/> Other: _____ </div>
Authorized Signature: _____ Date: _____	

F. 2.

MEMO TO: City Council

FROM: Char Nelson, City Clerk

DATE: August 5, 2025

SUBJECT: Health Care Plan Eligibility

At the July Special Council Meeting, the Council approved the following motion: MOTION 07SP1-08-25 WAS MADE BY ROBIN SYLVESTER AND SECONDED BY SANDY FARDER TO REVISE THE EMPLOYEE HANDBOOK TO STATE THAT EMPLOYEES THAT ARE LESS THAN FULLTIME ARE ELIGIBLE TO RECEIVE H.S.A. BENEFITS, AT THE PERCENTAGE OF HOURS WORKED, IF THEY PARTICIPATE IN THE CITY'S HEALTH CARE PLAN. MOTION CARRIED WITH ALL AYES.

When speaking with out insurance agent, we were told that our program currently requires employees to work at least 30 hours per week to be eligible to participate in the health care program. The City could request a special provision to allow part-time employees that work less than 30 hours be eligible to participate in the City's health care program. However, any changes would not become effective until 2026.

Staff are requesting that a new motion be made to clarify the City's intention.

1. TO REVISE THE EMPLOYEE HANDBOOK TO STATE THAT EMPLOYEES ~~THAT ARE LESS THAN FULLTIME~~ **WORK AT LEAST 30 HOURS PER WEEK** ARE ELIGIBLE TO RECEIVE H.S.A. BENEFITS, AT THE PERCENTAGE OF HOURS WORKED, IF THEY PARTICIPATE IN THE CITY'S HEALTH CARE PLAN.

OR

2. TO REVISE THE EMPLOYEE HANDBOOK TO STATE THAT EMPLOYEES THAT ARE LESS THAN FULLTIME ARE ELIGIBLE TO RECEIVE H.S.A. BENEFITS, AT THE PERCENTAGE OF HOURS WORKED, IF THEY PARTICIPATE IN THE CITY'S HEALTH CARE PLAN, **BEGINNING JANUARY 1, 2026.**

F. 3.

ORDINANCE NO. ____
AN ORDINANCE AMENDING CHAPTER 42, ARTICLE VI ROAD NAMES
NAMING AN UNNAMED ROAD AS SUNUP TRL
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 **Sunup Trl** in Section 29, 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 **Sunup Trl** in the Master Road Name Index.
- (e) The City Designates **Sunup Trl** as a private road and the City of Crosslake shall not accept **Sunup Trl** 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

G.
l.
a.

CROSSLAKE
FIREFIGHTERS
RELIEF
ASSOCIATION
BYLAWS

Revised 2025

CROSSLAKE FIREFIGHTERS'
RELIEF ASSOCIATION BYLAWS

ARTICLE I
MEMBERSHIP

Section 1. Membership: The name of the relief association shall be Crosslake Firefighters Relief Association, hereafter referred to as "Association".

Section 2: The purpose of the Association is to provide retirement relief and other benefits to its members and dependents. The Association is a governmental entity that receives and manages public money to provide retirement benefits for individuals providing the governmental services of firefighting.

ARTICLE II
ACTIVE MEMBERSHIP

Section 1. Membership: Every active member of the Crosslake Fire Department, upon presenting a written application, signed by the prospective member, stating name, residence, and date when the prospective member joined the Fire Department shall be entitled to a certificate of membership in the Association, subject to approval of the Board of Trustees.

Section 2. Membership Classification: Members of this Association shall be classified into two categories: active, and deferred. (a) Active members are those that have met probationary requirements and are in good standing. (b) Deferred members shall be those former members who have separated service from the Crosslake Fire Department and who have had an active period or periods of service in the Crosslake Fire Department for 5 years or more depending on the early vesting provision in these bylaws but who have not reached the age of 50 years.

Section 3. Voting: Each active member shall be entitled to one vote on any matter voted upon by the membership. Voting by proxy is not permitted. All votes, unless specified prior to the vote, shall be conducted by a voice vote. If a majority cannot be determined by voice vote, the officer in charge of the vote shall ask for a show of hands or a ballot vote.

Section 4. Exclusion: No eligible applicant may be excluded except if the member has some medically determinable physical or mental impairment or condition, which the Board of Trustees has determined in good faith would constitute a predictable and unwarranted risk of imposing liability for an ancillary benefit at any age earlier than the minimum age specified for receipt of a service pension.

Section 5. Expulsion from Membership: Any member may be expelled from this Association for cause by a majority vote of members of the Board of Trustees at a regular meeting or a special meeting. Notice of the meeting and written statement of charges shall

be given to such a member not less than 5 nor more than 30 days prior to the meeting, and the member shall be given an opportunity to be heard at such meeting. In the case of a resignation by a member, no written notice of the charges or the meeting is required to be given.

Cause for expulsion shall include, but not be limited to, resignation or discharge from the Crosslake Fire Department, failure to account for money belonging to the Association, or feigning illness or injury for the purpose of defrauding the Association.

Section 6. Year of Active Service: For the purposes of computing benefits or calculating vesting requirements, a year of service shall be defined as a period of 12 full months of active service in the Fire Department. Service pension and ancillary benefits shall be prorated monthly for fractional years of service pursuant to Minn. Statute 424A.02, Subd.1.

Section 7. Requirements for Accruing Active Service: All members of this association must meet the requirements of a paid, on-call Firefighter as set forth by the Crosslake Fire Department, to accrue time needed for pension and benefits. Service time will accrue on a monthly basis from the time that training begins with the fire department or the individual is placed on the personnel roster of the fire department.

Section 8. Break in Service: A leave of absence may be granted to members for a reasonable length of time, with the approval of the Board of Trustees after consultation with the Executive Board Committee of the Fire Department. Upon handing his/her written application to the Secretary, the Secretary will bring it to the Board who will review it at the regular meeting, at which time it shall be voted upon. Upon a leave of absence, the member shall not receive credit for active service for that portion of the year and subsequent years of absence. Such member, upon returning to active service, shall recommence membership in the Association and adjustments shall be made to the total service credit of the member for subsequent months of active service.

Section 9. Military Service: Subject to limitations stated in this Section, a volunteer firefighter who is absent from firefighting service due to service in the uniformed services, as defined in United States Code, title 38, section 4303(13), may obtain service credit for the period of the uniformed service, not to exceed five years, unless a longer period is required under United States Code, title 38, section 4312.

(a) To be eligible for an investment return allocation under this section, the volunteer firefighter must return to firefighting service with coverage by this Association or its successor upon discharge from service in the uniformed service within the time frame required in United States Code, title 38, section 4312(e).

(b) An allocation of any fire state aid, any municipal contributions, and any investment return is not authorized if the firefighter separates from uniformed service with a dishonorable or bad conduct discharge or under other than honorable conditions as determined in accordance with 38 U.S.C. § 4304. Any investment allocation is not authorized if the firefighter fails to provide notice to the Fire

Department that the individual is leaving to provide service in the uniformed service, unless it is not feasible to provide that notice due to the emergency nature of the situation.

ARTICLE III MEETINGS

Section 1. Quarterly Meeting: The quarterly meeting of the Association shall be held on the second Wednesday of each quarter except if said day is a holiday, said meeting shall be held on the next succeeding Wednesday. The place of the meeting shall be designated and may be changed from time to time by the Board of Trustees. Written notice of the quarterly meeting shall be given to all members at least ten (10) days in advance.

Section 2. Quorums: A majority of members of the Board of Trustees shall constitute a quorum for the transaction of business at meetings.

Section 3. Special Meeting: Special meetings of the members may be called at any time upon the written order of the President and one other member of the Board of Trustees or 25% of the members of the Association. The Secretary shall give written notice to each member of the Board of Trustees and each member of the Association entitled to vote, of the time, place and purpose of such meeting at least five (5) days in advance.

Section 4. Meetings of the Board: A meeting of the Board of Trustees shall be held at the registered office of the Association in the City of Crosslake unless notice for another place within the state is designated by the board.

Section 5. Notice: Subject to waiver, a notice of every meeting shall be given by the Secretary to each trustee at least five (5), but not more than thirty (30) days, before the meeting, excluding the date of the meeting. Such notice shall set forth the date, time, place and in case of a special meeting, the purpose.

ARTICLE IV BOARD OF TRUSTEES

Section 1. Board of Trustees: The Board of Trustees shall consist of six (6) members elected by the membership and three (3) ex-officio members consisting of the Fire Department Chief, one elected municipal official and one elected or appointed municipal official who are designated as municipal representatives by the City Council annually, in accordance to Minn. Statute 424A.04. The Board shall order an audit of the books and accounts of the Secretary and the Treasurer annually, according to law, and shall submit a written report of the condition of the Association to the members at the annual meeting. The investment of the funds of the Association shall be in the exclusive control of the Board of Trustees in conformance with state statutes, and these bylaws. The members of the Board shall act as Trustees with a fiduciary obligation to the State of

Minnesota, to the City of Crosslake and the members of the Association. The Trustees shall participate in continuing education to keep themselves abreast of their fiduciary responsibilities. An ex-officio trustee shall have all the rights and duties accorded to any other trustee except the right to be an officer of the Board of Trustees. Board members may receive a nominal fixed payment from the General Fund for each Board meeting attended. The amount shall be recommended by the Board to the membership and approved by the membership at their Annual Association meeting. Administrative expenses incurred by the Board members in fulfilling their administrative responsibilities shall be paid from the Special Fund.

Section 2. Election of Trustees: Each trustee shall be a member of the Association and be elected by the members of the Association at the Association meeting held in December of each year. Each trustee shall be elected for a term of three years, with the terms being staggered so that two of the six elected trustees will stand for election each year. New trustees will take office as of January 1 of the new year.

ARTICLE V OFFICERS AND TRUSTEES

Section 1. Number: The officers of the Association shall include a President, Vice-President, Secretary, and Treasurer, and may include such other officers as may from time to time be chosen by the Board of Trustees. In no event shall any trustee hold more than one officer position at any one time.

Section 2. Election of Officers: The election of officers shall occur, where practical, at the first meeting of the year of the Board of Trustees. To be eligible for election as an officer, the candidate must have been an active member of the Board of Trustees for a minimum of twelve months.

Section 3. President: It shall be the duty of the President to attend and preside at all meetings of the Association and the Board of Trustees. He/she shall use best efforts to enforce the due observance of Minnesota State Statutes, the Articles of Incorporation and these bylaws and to see that the other Officers properly perform the duties assigned to them. He/she shall be a member of all committees and shall exercise careful supervision over the affairs of the Association. He/she shall receive such salary as may be fixed from time to time by the Board of Trustees, subject to approval of the Association, and payable from the Special Fund of the Association.

Section 4. Vice President: It shall be the duty of the Vice President to perform the duties of the President in his/her absence. In the absence of both the President and the Vice President it shall be the duty of the Association to elect a President pro tempore, who shall perform the duties incident to the office.

Section 5. Secretary: It shall be the duty of the Secretary to keep and post a true and accurate record of the proceedings of all meetings of the Association and of the Board

of Trustees. The Secretary shall keep a correct record of all amendments, alterations and additions to these bylaws in a separate book from the minute books of the association. The Secretary shall prepare all paperwork and obtain required signatures for relief benefits due to members and ensure benefits are distributed to appropriate parties. The Secretary shall keep individual files and a roll of membership, with the date of joining, resignation and discharge. The books of the Secretary shall be at all times open to inspection by the Board of Trustees. The Secretary shall prepare and process all correspondence as needed. The Secretary, jointly with the Treasurer, will prepare and file all reports and statements required by law. He/she shall receive such salary as may be fixed from time to time by the Board of Trustees, subject to approval by the Association and payable from the Special Fund of the Association.

Section 6. Treasurer: It shall be the duty of the Treasurer to receive all monies belonging to the Association and hold them subject to the order of the President. He/she shall keep separate and distinct accounts of the General and Special Funds, and shall prepare and present to the Board of Trustees a full and detailed statement of the assets and liabilities of each fund separately prior to the annual meeting of the Association. Failing in his/her obligations, he/she may be removed from the office of the Treasurer by the Board of Trustees in accordance with Minn. Stat. § 317A.341. He/she shall deliver to his/her successor in Office, or any committee appointed by the Board of Trustees to receive the same, all monies, books, papers, etc., pertaining to his/her office immediately upon the expiration of his/her office. He/she shall, prior to entering upon the duties of his/her office, give a bond in such amount and with such sureties as may be required and approved by the Board of Trustees and the municipality, conditioned upon the faithful discharge of his/her trust and the faithful performance of the duties of his/her office, and payable from the Special Fund of the Association. The amount of the bond will be equal to at least 10% of the assets of the Association, however, the amount of the bond need not exceed \$500,000. Jointly with the Secretary, he/she shall prepare and file all reports and statements required by law. He/she shall receive such salary as may be fixed by the Board of Trustees from time to time subject to approval of the Association and payable from the Special Fund of the Association.

Section 7. Compensation: As compensation for services to the Association by the President, Secretary and Treasurer, the membership may at any Quarterly Association meeting authorize payment of an aggregate salary expense payable from the Special Fund to these officers. The Board shall then apportion that aggregate authorized amount to reflect the services respectively rendered by those officers during the prior year.

ARTICLE VI INVESTMENTS

Section 1. Trustees' Standard of Diligence: Trustees shall discharge their duties in good faith with that diligence and care which an ordinarily prudent person would exercise under similar circumstances

Section 2. Investment Policy: The Board of Trustees shall investigate and prepare for the safe and profitable investment of Association funds in conformance with State Statutes and these bylaws.

Section 3. Investment Committee: The Board of Trustees may, at their option, designate two or more Association members to sit on an investment committee. The Treasurer, the President and an Ex-Officio Member of the Board of Trustees shall sit on the committee. The investment committee shall investigate and make recommendations to the Board of suitable investments for association funds among those permitted by statute and these bylaws.

ARTICLE VII FUNDS

Section 1. Funds: All money received from the Association shall be kept in either the General Fund or the Special Fund. Disbursements from the funds shall be in accordance with Minnesota Statutes and Rules and these Bylaws.

Section 2. General Fund: One fund shall be called the "General Fund" to which shall be credited all funds received by this Association from entertainments, fund raisers, and other miscellaneous sources not mandated by the law or these bylaws. Funds may be disbursed by the Board of Trustees for any purposes reasonably suited to the welfare of the Association and its members and equipment of the Crosslake Fire Department. The Scholarship Fund is a fund in which monies collected from: 1. memorials donated to the Relief Association and: 2. special collections or fundraisers for the scholarship fund. This fund is to be managed under the policies created by the Scholarship Committee. This fund is trackable under the General Fund

Section 3. Special Fund: The other fund shall be called the "Special Fund". The Special Fund shall be credited with all fire state-aid monies received pursuant to state law, all taxes levied by or other revenues received from the City pursuant to state law providing for municipal support for the Relief Association, any monies or property donated, given, granted or devised excluding fundraiser proceeds, by any person which is specified for the use for the support of the Special Fund, and any interest earned on the assets of the Special Fund. No disbursement shall be made in the Special Fund for any purpose except a purpose for which such Special Fund is held in trust and as authorized by applicable State Laws and consistent provision of these Bylaws.

Section 4. Deposits: All money belonging to this Association shall be deposited to the credit of the Association in such banks, trust companies, or other depositories as the Board of Trustees may designate. Board of Trustees shall make deposits in conformance with State Statutes, these Bylaws and the Investment Policy or Investment Committee, as outlined in Article VI, Section 3.

Section 5. Disbursements: No disbursement of the funds of this Association shall be made except by checks drawn by the Treasurer and countersigned by the President, Vice-President or Secretary. Except when issued for salaries, pensions and other fixed charges, the exact amount of which has previously been determined by the Board of Trustees or the members, no check shall be issued until the claim to which it relates has been approved by the Board of Trustees. Authorized administrative expenses shall be in accordance with the Laws of Minnesota Chapter 69, as amended, as follows:

(a) Office expenses including but not limited to rent, utilities, equipment, supplies, postage, periodical subscriptions, furniture, fixtures and salaries of administrative personnel.

(b) Salaries and itemized expenses of the president, vice-president, secretary and treasurer of the association or their designees, incurred as a result of fulfilling their responsibilities as administrators of the special fund.

(c) Tuition, registration fees, organizational dues and other authorized expenses of the officers or members of the Board of Trustees incurred in attending educational conferences, seminars or classes relating to the administration of the Relief Association.

(d) Audit, actuarial, medical, legal and investment expenses.

(e) Reimbursement to the officers and members of the Board of Trustees, or their designees, for reasonable and necessary expenses actually paid and incurred in the performance of their duties as officers or members of the board; and

(f) Premiums on fiduciary liability insurance and official bonds for the officers, members of the Board of Trustees, and employees of the Relief Association.

Section 6. Assignment of Funds: No member entitled to a service pension or ancillary benefits from the Special Fund of a Relief Association may assign any service pension or ancillary benefit payments, nor shall the Association have the authority to recognize any assignment or pay over any sum which has been assigned.

ARTICLE VIII BENEFITS

Section 1. Defined Contribution Service Pension: Upon meeting the requirements of section 2 of this Article, the Association shall pay a defined contribution lump sum service pension to each member. An individual account for each firefighter who is a member of the Association shall be established. To each individual active member account shall be credited a right to an equal share of: (a) any amounts of Fire State Aid received by

the Association; (b) any amounts of municipal contributions to the Association raised from levies on real estate or from other available revenue sources exclusive of fire state aid; and (c) any amount equal to the share of the assets of the Special Fund to the credit of: (1) any former member who terminated active service with the Fire Department to which the Association is associated prior to meeting the minimum service requirement and has not returned to active service with the Fire Department for a period not shorter than five years; or (2) any retired member who retired prior to obtaining a full nonforfeitable interest in the amounts credited to the individual member account (i.e. two types of forfeitures). In addition, any interest or investment income earned on the assets of the Special Fund shall be credited *in proportion to* the share of the assets of the Special Fund to the credit of each individual active member account. Investment management fees will be deducted in proportion to the share of the assets of the Special Fund to the credit of each individual member account. Administrative expenses of the special fund will be deducted in equal shares based on the number of months that each member had an account balance during the year.

Section 2. Eligibility: To be eligible to receive a service pension a member must meet all of the following requirements:

- (a) Have separated from active service with the Fire Department;
- (b) Be at least 50 years of age;
- (c) Have completed at least 20 years of active membership with the Association to be fully vested, and at least 5 years of active membership with the Association to be partially vested;
- (d) Have completed at least 20 years of active service with the Fire Department to be fully vested, and at least 5 years of active service with the Fire Department to be partially vested.

Section 3. Partial Vesting Schedule:

Years of Service	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
% Vested	40%	44%	48%	52%	56%	60%	64%	68%	72%	76%	80%	84%	88%	92%	96%	100%

All service pension assets must be held by the Association until the retiree reaches 50 years of age.

Section 4. Benefits: All applications for pensions or deferred pension status shall be submitted to the Board of Trustees at a regular or special meeting of the Board. An application form will be provided by the Secretary of the Association containing the following information:

- (a) Age of the applicant.
- (b) Length of service the applicant has been a member of the Association.
- (c) Such other information as the Board of Trustees may require by including lawful requests for information or questions on an application form for benefits which has been adopted by the Board of Trustees.

Application for benefits shall be made by or on behalf of the applicant within 90 days or more prior to a pension commencing.

Section 5. Age Requirements: No person under the age of 18 shall be accepted as a member of this Association from and after the date of adoption of these Bylaws.

Section 6. Limitations on Ancillary Benefits: Following the receipt of a lump sum death benefit neither a member's surviving spouse nor estate is entitled to any other or further financial relief or benefits from the Association.

Section 7. Survivor Benefit: Upon the death of any member who has not yet separated from active service, the Association shall pay the surviving spouse, if any, and if there is no surviving spouse, to the surviving child or children, if any, and if no child or children, to the beneficiary and if no beneficiary, to the estate of such deceased member the member's full account balance, without regard to minimum or partial vesting requirements. A Certified Death Certificate must be submitted to the Board of Trustees.

Section 6. Supplemental Benefit. The Association must pay a supplemental benefit to individuals who receive a lump sum distribution of pension or retirement benefits for service performed as a volunteer firefighter at the time that lump sum benefit is paid. The supplemental benefit is calculated as ten percent of the regular lump sum distribution, but not to exceed \$1,000.

Upon the payment of a lump sum survivor benefit to the survivor of a deceased active or deceased deferred member, a supplemental survivor benefit will be paid to the legally married surviving spouse or, if none, to the surviving child or children, if any, and if no child or children, to the beneficiary and if no beneficiary, to the estate of such deceased member. The survivor supplemental benefit is calculated as twenty percent of the survivor benefit distribution, but not to exceed \$2,000.

Section 8. Disability Benefits: In the event of total disability, a member shall be paid an amount equal to the member's total service credit.

Subd. 1. Disability is defined as the inability to engage in performance of his/her duties as a firefighter by reason of a medically determinable physical or

mental impairment which can be expected to result in death or can be expected to last for a continuous period of not less than twelve months.

Subd. 2. Reports Required. No member shall be awarded, granted or paid disability benefits except upon the written report of one or more physicians or surgeons chosen by the Board of Trustees. This report shall set forth the cause, nature and extent of disability, disease or injury of the member. Each such report shall be filed with the Association.

Subd. 3. Procedure. All applications for disability benefits shall be made within sixty (60) days after such applicant has ceased to be an active member of the fire department. Written application shall be made to the Board setting out the nature and cause of such disability. This application shall be under oath. The application shall be tabled until the next meeting so that the applicant may be examined by one or more physicians of the Board's choice. This physician shall submit a written opinion concerning the nature and degree of the applicant's disability and its probable duration of permanence. Final determination of disability will be based on the reports of at least one doctor and by majority vote of the Board of Trustees present at the subsequent Association meeting.

Subd. 4. An applicant shall not be considered under a disability unless he/she furnishes such medical and other evidence of the existence thereof as the Board may require. An applicant's statement as to pain or other symptoms will not alone be conclusive of disability as defined in Subd. 1. There must be medical signs and findings, established by medically acceptable clinical or laboratory diagnostic techniques, which show the existence of a medical impairment that results from anatomical, physiological, or psychological abnormalities which could reasonably be expected to produce the pain or other symptoms alleged and which, when considered with all evidence required to be furnished under this subdivision which would lead to a conclusion that the applicant is under a disability. Objective medical evidence of pain or other symptoms established by medically acceptable clinical or laboratory techniques must be considered in reaching a conclusion as to whether the applicant is under a disability.

Subd. 5. Grievance Procedure. If the applicant for disability benefits feels he/she has been aggrieved by any action of the Board, he/she shall, within sixty (60) days from notice of such action of the Board, file written objections and reasons thereof with the Board and the Board may order the applicant to further appeal before the Board for further examination.

Section 9. Optional Payment Forms of the Retirement Benefit: Because of the varying circumstances in each member's retirement planning, optional benefit payment methods are offered. Selection should occur after consultation with a tax consultant, insurance and/or estate planner, or an attorney. Alternate payment methods on the Pensions Benefit Application Form are:

(a) A single lump sum check payment to the eligible retiree.

(b) Lump sum payment by the Association to a recognized insurance carrier in exchange for an annuity contract, provided that the insurance carrier is licensed to do business in this State and approved for the annuity contract by the Commerce Commissioner under Minn. Stat. S 60A.40.

Section 10. Individual Retirement Account: Upon written request from the retiring member who has given proper notice under Article VIII – Section 4, the Secretary or Treasurer shall directly transfer the service pension amount into an Individual Retirement Account under section 408(a) of the Internal Revenue Code, as amended.

ARTICLE IX DEFERRED PENSION STATUS

Section 1. Deferred Pension Roll: A member of the Association who is otherwise qualified for a service pension but who has not reached the age eligibility under Article IX, Section 2 may separate from active service with the Fire Department without forfeiting the right to such pension. Upon the application of such member, the member shall be placed on deferred status and be entitled to receive said service pension upon reaching the age 50 and making application for retirement. The value of the deferred pension shall be based on the member's account balance of the date on which the member separated from active service from the Fire Department and reduced pursuant to the partial vesting schedule as stated in Article IX, Section 3. during the time that any member is on a deferred pension roll, the member will not be eligible to receive a disability benefit. If a member dies while in deferred status, the members deferred benefit amount will shall be paid to the surviving spouse, if any, and if there is no surviving spouse, to the surviving child or children, if any, and if no child or children, to the beneficiary, and if no beneficiary, to the estate of such deceased member.

Section 2. Deferred Interest: (interest credited at rate actually earned on separate investment account) DEFERRED INTEREST TYPE. Interest will be credited on partially-vested and fully-vested deferred lump-sum service pensions during the period of deferral. A pooled separate investment account maintained separately from the assets of the Association will be established for the amounts payable to deferred members. Interest will be credited at the investment performance rate actually earned on the member's portion of the assets. The deferred member's individual account is equal to the deferred member's portion of the separate relief association account balance. The deferred member bears the full investment risk subsequent to transfer.

ARTICLE X AMENDMENTS TO THE BYLAWS

Section 1. Amendments: These bylaws of this Association may be amended at any regular or special meeting thereof by a favorable vote of 2/3 of the members present and

voting, provided that a quorum is present, and provided further that notice of any proposed amendment or amendments shall be given by reading the same at a regular or special meeting not more than 31 days next preceding that upon which such amendment or amendments are acted upon, and that a notice be mailed to each member at each member's last known address not less than 10 days prior to such meeting. If such amendment or amendments shall change the amount of benefits or pensions, the approval of the City Council must be obtained before such change shall take effect. Under state law, all such amendments shall be submitted to the City Council for approval.

[Signature page to follow]

Adopted by the Members of the Crosslake Firefighters' Relief Association on _____, 2025

Adopted by the City Council on _____, 2025

Mayor, City of Crosslake

Date: _____

President

Date: _____

Secretary

Date: _____

Treasurer

Date: _____

Revised July 2025

[Signature page to Bylaws]

G.
l.
d.

RESOLUTION NO. 25-__

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

**A RESOLUTION SUPPORTING CROW WING COUNTY SHERIFF'S OFFICE
AGREEMENT**

WHEREAS we on the Crosslake City Council understand the importance of upholding the law to ensure safety and security of all our residents and guests. The Crow Wing County Sheriffs Office is leading by example by their initiation of the Memorandum of Agreement (MOU) with U. S. Immigration and Customs Enforcement (ICE).

BE IT RESOLVED, the Crosslake City Council hereby fully endorses the Enforcement Agreement that Crow Wing County Sheriff's Office entered into with Immigration and Customs Enforcement which was executed in March 2025.

Adopted by the Crosslake City Council on this 11th day of August, 2025.

Jackson Purfeerst
Mayor

Lori A. Conway
City Administrator



CROW WING COUNTY SHERIFF'S OFFICE
Office of Eric Klang, Sheriff

304 Laurel St
Brainerd, MN 56401
P: 218-829-4749
Fax: 218-829-9459
crowwing.us

ICE/ERO Acting Executive Associate Director Todd M. Lyons
U.S. Immigration and Customs Enforcement Department of Homeland Security
500 12 Street SW
Washington, DC 20536

Acting Executive Associate Director Lyons:

I am writing to request Crow Wing County Sheriff's Office participation in the Warrant Service Officer (WSO) Program pursuant to 287(g) of the Immigration and Nationality Act. Given our current relationship with ICE, the partnership will enable us to better serve and meet the needs of the residents of Crow Wing County, Minnesota.

I have been in contact with your ERO Field Office Director and the local 287(g) Program Manager. Both have been helpful. I am proposing the following:

- The establishment of a Warrant Service Officer Program for our Crow Wing County Detention Facility, located in Brainerd, Minnesota.
- The Crow Wing County Detention Facility is the only detention and processing facility in Crow Wing County, Minnesota.
- Train 60 Sheriff's Correctional Officers assigned to the facility as Warrant Service Officers. I understand the requirements for the selection of these officers.

The WSO Program will allow us to enter into a Memorandum of Agreement which will enable my agency to assist in expediting the transfer of subjects to ICE custody who may pose a risk to public safety in Crow Wing County. I look forward to your speedy endorsement of this request in hopes of moving forward with the program for the benefit of both agencies.

If there are any questions or other needs that would assist in processing this request, please do not hesitate to contact my office.

Thank you,

A handwritten signature in blue ink that reads "Eric Klang".

Eric Klang
Sheriff

MEMORANDUM OF AGREEMENT

Warrant Service Officer Program

I. PARTIES

This Memorandum of Agreement (MOA) constitutes an agreement between U.S. Immigration and Customs Enforcement (ICE), a component of the Department of Homeland Security (DHS), and the Crow Wing County Sheriff's Office, hereinafter the law enforcement agency (LEA), pursuant to which ICE delegates to nominated, trained, certified, and authorized LEA personnel the authority to perform certain immigration enforcement functions as specified herein. The LEA and ICE enter into this MOA in good faith and agree to abide by the terms and conditions contained herein.

II. PURPOSE

The purpose of this collaboration is to promote public safety by facilitating the custodial transfer of specific aliens in LEA jail/correctional facilities to ICE for removal purposes at the time of the alien's scheduled release from criminal custody. This MOA sets forth the terms and conditions pursuant to which selected LEA personnel (participating LEA personnel) will be nominated, trained, and approved by ICE to perform certain limited functions of an immigration officer within the LEA's jail/correctional facilities. Nothing contained herein shall otherwise limit the jurisdiction and powers normally possessed by participating LEA personnel as members of the LEA. However, the exercise of the immigration enforcement authority delegated under this MOA to participating LEA personnel shall occur only as provided in this MOA.

III. AUTHORITY

Section 287(g) of the Immigration and Nationality Act (INA), 8 U.S.C. § 1357(g) (1996), as amended by the Homeland Security Act of 2002, Pub. L. No. 107-296, authorizes the Secretary of DHS to enter into written agreements with a State or any political subdivision of a State so that qualified personnel can perform certain functions of an immigration officer. Such authority has been delegated by the Secretary to ICE, and this MOA constitutes such a written agreement.

IV. RESPONSIBILITIES

The LEA is expected to pursue to completion all criminal charges that caused the alien to be taken into custody and over which it has jurisdiction. ICE will assume custody of an alien only after said individual has been released from LEA custody.

A. DESIGNATION OF AUTHORIZED FUNCTIONS

Approved participating LEA personnel will be authorized to perform only those immigration officer functions set forth in the Standard Operating Procedures (SOP) in Appendix A.

B. NOMINATION OF PERSONNEL

The LEA will use due diligence to screen and nominate candidates for ICE training and approval under this MOA. All candidates must be United States citizens, have knowledge of and have enforced laws and regulations pertinent to their law enforcement activities and their jurisdictions, and have been trained on maintaining the security of LEA facilities, and have enforced rules and regulations governing inmate accountability and conduct.

ICE reserves the right to conduct an independent background check for each candidate. This background check requires all candidates to complete a background questionnaire. The questionnaire requires, but is not limited to, the submission of fingerprints, a personal history questionnaire, and the candidate's disciplinary history (including allegations of excessive force or discriminatory action). ICE reserves the right to query any and all national and international law enforcement databases to evaluate a candidate's suitability to participate in the enforcement of immigration authorities under this MOA. Upon request by ICE, the LEA will provide continuous access to disciplinary records of all candidates along with a written authorization by the candidate allowing ICE to have access to his or her disciplinary records.

Any expansion in the number of participating LEA personnel or scheduling of additional training classes is subject to all the requirements of this MOA and the accompanying SOP.

C. TRAINING OF PERSONNEL

Before participating LEA personnel receive authorization to perform immigration officer functions under this MOA, they must successfully complete initial training provided by ICE on relevant administrative, legal, and operational issues tailored to the immigration enforcement functions to be performed.

Each LEA nominee must pass a final examination with a minimum score of 70 percent to receive certification. If an LEA nominee fails to attain a 70-percent rating on the examination, he or she will have one opportunity to review the testing material and re-take a similar examination. Failure to achieve a 70-percent rating upon retaking the final examination will result in the disqualification of the LEA nominee and discharge of the nominee from training.

ICE will review the training requirements annually, reserves the right to amend them, and may require additional training as needed.

D. CERTIFICATION AND AUTHORIZATION

Upon successful completion of initial training, LEA personnel shall be deemed "certified" under this MOA.

ICE will certify in writing the names of those LEA personnel who successfully complete training and pass all required test(s). Upon receipt of the certification, the ICE Field Office Director (FOD) will provide the participating LEA personnel a signed authorization letter allowing the named LEA personnel to perform specified functions of an immigration officer. ICE will also provide a copy of the authorization letter to the LEA. ICE will also execute ICE Form 70-006, Designated Immigration Officer. Only those certified LEA personnel who receive authorization letters and ICE Form 70-006 issued by ICE and whose immigration enforcement efforts are overseen by ICE may conduct immigration officer functions described in this MOA.

Along with the authorization letter and ICE Form 70-006, ICE will issue the certified LEA personnel official immigration officer credentials. Participating LEA personnel shall carry their ICE-issued credentials while performing immigration officer functions under this MOA. Such credentials provided by ICE shall remain the property of ICE and shall be returned to ICE upon termination of this agreement, when a participating LEA employee ceases his/her participation, or when deemed necessary by the FOD.

Authorization of participating LEA personnel to act pursuant to this MOA may be withdrawn at any time and for any reason by ICE and must be memorialized in a written notice of withdrawal identifying an effective date of withdrawal and the personnel to whom the withdrawal pertains. Such withdrawal may be effectuated immediately upon notice to the LEA. The LEA and the FOD will be responsible for notification of the appropriate personnel in their respective agencies. The termination of this MOA shall constitute immediate revocation of all immigration enforcement authorizations delegated hereunder.

The LEA will make every attempt, where practicable, to provide ICE with a 90 day notice if participating LEA personnel cease their participation in the program, so that appropriate action can be taken in accordance with ICE policies, including inventorying and retrieval of credentials, and training replacement personnel as needed.

E. COSTS AND EXPENDITURES

The LEA is responsible for personnel expenses, including, but not limited to, salaries and benefits, local transportation, and official issue material. ICE will provide instructors and training materials. The LEA is responsible for the salaries and benefits, including any overtime, of all of its personnel being trained or performing duties under this MOA and of those personnel performing the regular functions of the participating LEA personnel while they are receiving training. The LEA will cover the costs of all LEA personnel's travel, housing, and per diem affiliated with the training required for participation in this MOA. ICE is responsible for the salaries and benefits of all of its personnel, including instructors and supervisors.

If ICE determines the training provides a direct service for the Government and it is in the best interest of the Government, the Government may issue travel orders to selected personnel and reimburse travel, housing, and per diem expenses only. The LEA remains responsible for paying salaries and benefits of the selected personnel.

The LEA is responsible for providing all administrative supplies (e.g. printer toner) necessary for normal office operations. The LEA is also responsible for providing the necessary security equipment, such as handcuffs, leg restraints, etc.

F. ICE SUPERVISION

Immigration enforcement activities conducted by participating LEA personnel will be supervised and directed by ICE. Participating LEA personnel are not authorized to perform immigration officer functions except when working under the supervision or direction of ICE. Additional supervisory and administrative responsibilities are specified in Appendix A.

The actions of participating LEA personnel will be reviewed by ICE officers on an ongoing basis to ensure compliance with the requirements of the immigration laws and procedures and to assess the need for individual training or guidance.

For purposes of this MOA, ICE officers will provide supervision of participating LEA personnel only to immigration enforcement functions as authorized in this MOA. The LEA retains supervision of all other aspects of the employment of and performance of duties by participating LEA personnel.

In the absence of a written agreement to the contrary, the policies and procedures to be utilized by the participating LEA personnel in exercising these delegated authorities under this MOA shall be DHS and ICE policies and procedures. ICE is responsible for providing the LEA with the

applicable DHS and ICE policies. However, when engaged in immigration enforcement activities, no participating LEA personnel will be expected or required to violate or otherwise fail to maintain the LEA's rules, standards, or policies, or be required to fail to abide by restrictions or limitations as may otherwise be imposed by law.

If a conflict arises between an order or direction of an ICE officer or a DHS or ICE policy and the LEA's rules, standards, or policies, the conflict shall be promptly reported to the points of contact in Section VII. who shall attempt to resolve the conflict.

G. INTERPRETATION SERVICES

Participating LEA personnel will provide an opportunity for aliens with limited English language proficiency to request an interpreter. Qualified foreign language interpreters will be provided by the LEA, as needed.

The LEA will maintain a list of qualified interpreters or companies it contracts with to provide such interpreters. A qualified interpreter, which may include LEA personnel, means an interpreter who can interpret effectively, accurately, and impartially, using any specialized vocabulary. If an interpreter is used when a designated officer is performing functions under this MOA, the interpreter must be identified, by name, in records by annotating on the Warrant for Arrest of Alien or the Warrant of Removal/Deportation.

H. LIABILITY AND RESPONSIBILITY

Except as otherwise noted in this MOA or allowed by Federal law, and to the extent required by 8 U.S.C. § 1357(g)(7) and (8), the LEA will be responsible and bear the costs of participating LEA personnel with regard to their property or personal expenses incurred by reason of death, injury, or incidents giving rise to liability.

Participating LEA personnel will be treated as Federal employees only for purposes of the Federal Tort Claims Act, 28 U.S.C. § 1346(b)(1), 2671-2680, and worker's compensation claims, 5 U.S.C. § 8101 et seq., when performing a function on behalf of ICE as authorized by this MOA. *See* 8 U.S.C. § 1357(g)(7); 28 U.S.C. § 2671. In addition, it is the understanding of the parties to this MOA that participating LEA personnel will enjoy the same defenses and immunities from personal liability for their in-scope acts that are available to ICE officers based on actions conducted in compliance with this MOA. *See* 8 U.S.C. § 1357(g)(8).

Participating LEA personnel named as personal-capacity defendants in litigation arising from activities carried out under this MOA may request representation by the U.S. Department of Justice. *See* 28 C.F.R. § 50.15. Absent exceptional circumstances, such requests must be made in writing. LEA personnel who wish to submit a request for representation shall notify the local ICE Office of the Chief Counsel at . The Office of the Chief Counsel in turn will notify the ICE Headquarters Office of the Principal Legal Advisor (OPLA), which will assist LEA personnel with the request for representation, including the appropriate forms and instructions. Unless OPLA concludes that representation clearly is unwarranted, it will forward the request for representation, any supporting documentation, and an advisory statement opining whether: 1) the requesting individual was acting within the scope of his/her authority under 8 U.S.C. § 1357(g); and, 2) such representation would be in the interest of the United States, to the Director of the Constitutional and Specialized Tort Litigation Section, Civil Division, Department of Justice (DOJ). Representation is granted at the discretion of DOJ; it is not an entitlement. *See* 28 C.F.R. § 50.15.

The LEA agrees to cooperate with any Federal investigation related to this MOA to the full extent of its available powers, including providing access to appropriate databases, personnel, individuals in custody and documents. Failure to do so may result in the termination of this MOA. Failure of any participating LEA employee to cooperate in any Federal investigation related to this MOA may result in revocation of such individual's authority provided under this MOA. The LEA agrees to cooperate with Federal personnel conducting reviews to ensure compliance with the terms of this MOA and to provide access to appropriate databases, personnel, and documents necessary to complete such compliance review. It is understood that information provided by any LEA personnel under threat of disciplinary action in an administrative investigation cannot be used against that individual in subsequent criminal proceedings, consistent with *Garrity v. New Jersey*, 385 U.S. 493 (1967), and its progeny.

As the activities of participating LEA personnel under this MOA are undertaken under Federal authority, the participating LEA personnel will comply with Federal standards and guidelines relating to the Supreme Court's decision in *Giglio v. United States*, 405 U.S. 150 (1972), and its progeny, which govern the disclosure of potential impeachment information about possible witnesses or affiants in a criminal case or investigation.

The LEA and ICE are each responsible for compliance with the Privacy Act of 1974, 5 U.S.C. §552a, DHS Privacy Act regulations, 6 C.F.R. §§ 5.20-5.36, as applicable, and related system of records notices with regard to data collection and use of information under this MOA.

I. CIVIL RIGHTS STANDARDS

Participating LEA personnel are bound by all Federal civil rights laws, regulations, and guidance relating to non-discrimination, including the U.S. Department of Justice "Guidance for Federal Law Enforcement Agencies Regarding the Use of Race, Ethnicity, Gender, National Origin, Religion, Sexual Orientation, or Gender Identity," dated December 2014, Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency," (Aug. 2000), Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. 2000 et seq., which prohibits discrimination based upon race, color, or national origin (including limited English proficiency) in any program or activity receiving Federal financial assistance, Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination based on disability and requires the LEA to provide effective communication to individuals with disabilities, and Title II of the Americans with Disabilities Act of 1990, which also prohibits discrimination based on disability and requires the LEA to provide effective communication to individuals with disabilities.

V. REPORTING AND DOCUMENTATION

A. COMPLAINT PROCEDURES

The complaint reporting procedure for allegations of misconduct by participating LEA personnel, including activities undertaken under the authority of this MOA, is included in Appendix B.

B. COMMUNICATION

The FOD (or the FOD's management representative) and the LEA shall make every effort to meet at least annually to ensure compliance with the terms of this MOA. When necessary, ICE and the LEA may limit the participation of these meetings in regard to non-law enforcement personnel. The attendees will meet at locations to be agreed upon by the parties, or via teleconference. An

initial review meeting between ICE and the LEA should be held within approximately 12 months of the MOAs operational date.

C. RELEASE OF INFORMATION TO THIRD PARTIES

The LEA may, at its discretion, communicate the substance of this agreement to organizations and groups expressing an interest in the law enforcement activities to be engaged in under this MOA. It is the practice of ICE to provide a copy of this MOA, only after it has been signed, to requesting media outlets; the LEA is authorized to do the same.

The LEA hereby agrees to coordinate with ICE prior to releasing any information relating to, or exchanged under, this MOA. For releases of information to the media, the LEA must coordinate in advance of release with the ICE Office of Public Affairs, which will consult the ICE Privacy Office for approval prior to any release. The points of contact for ICE and the LEA for this purpose are identified in Appendix C. For releases of information to all other parties, the LEA must coordinate in advance of release with the FOD or the FOD's representative.

Information obtained or developed as a result of this MOA, including any documents created by the LEA that contain information developed or obtained as a result of this MOA, is under the control of ICE and shall not be disclosed unless: 1) permitted by applicable laws, regulations, or executive orders; and 2) the LEA has coordinated in advance of release with (a) the ICE Office of Public Affairs, which will consult the ICE Privacy Office for approval, prior to any release to the media, or (b) an ICE officer prior to releases to all other parties. LEA questions regarding the applicability of this section to requests for the release of information shall be directed to an ICE officer.

Nothing herein limits LEA's compliance with state public records laws regarding those records that are solely state records and not ICE records.

VI. MODIFICATIONS TO THIS MOA

Modifications to this MOA must be proposed in writing and approved and signed by both parties. Modification to Appendix A shall be done in accordance with the procedures outlined in the SOP.

VII. POINTS OF CONTACT

ICE and the LEA points of contact (POCs) for purposes of this MOA are:

For the LEA: Eric Klang, Crow Wing County Sheriff

For DHS:

VIII. EFFECTIVE DATE AND TERMINATION OF THIS MOA


This MOA becomes effective upon signature of both parties and will remain in effect until either party, upon 90-day written notice to the other party, provides notice of termination or suspension of the MOA. A termination or suspension notice by ICE shall be delivered personally or by certified or registered mail to the LEA and termination or suspension shall take effect 90-days after receipt of such notice, unless exigent circumstances involving public safety dictate otherwise. Notice of termination or suspension by the LEA shall be given to the FOD and termination or suspension shall take effect 90-days after receipt of such notice, unless exigent circumstances involving public safety dictate otherwise.

This MOA does not, is not intended to, shall not be construed to, and may not be relied upon to create any rights, substantive or procedural, enforceable at law by any person in any matter, civil or criminal.

By signing this MOA, each party represents it is fully authorized to enter into this MOA, accepts the terms, responsibilities, obligations, and limitations of this MOA, and agrees to be bound thereto to the fullest extent allowed by law.

For the LEA:

Date: 3-19-25

Signature: 

Name: Eric Klang

Title: Sheriff

Agency: Crow Wing County Sheriff's Office

For ICE:

Date: _____

Signature: _____

Name: _____

Title: _____

Agency: _____

APPENDIX A STANDARD OPERATING PROCEDURES (SOP)

The purpose of this appendix is to establish standard, uniform procedures for the implementation and oversight of the program within the FOD area of responsibility. This appendix can be modified only in writing and by mutual acceptance of ICE and the LEA.

Pursuant to this MOA, the LEA has been delegated authorities as outlined below. This MOA is designed to facilitate the custodial transfer of designated aliens in LEA's jail/correctional facilities to ICE within 48 hours of alien's release from criminal custody.

Authorized Functions:

Participating LEA personnel are only delegated the two authorities listed below:

- The power and authority to serve and execute warrants of arrest for immigration violations, 8 U.S.C. § 1357(a) and 8 C.F.R. § 287.5(e)(3), on designated aliens in LEA jail/correctional facilities at the time of the alien's scheduled release from criminal custody in order to transfer custody of the alien to ICE; and
- The power and authority to serve warrants of removal, 8 U.S.C. § 1357(a) and 8 C.F.R. §§ 241.2(b)(2), 287.5(e)(3), on designated aliens in LEA jail/correctional facilities at the time of the alien's scheduled release from criminal custody that executes the custodial transfer of the alien to ICE for removal purposes.

Upon transfer of the alien's custody to ICE, the alien will continue to be held in the LEA's jail/correctional facilities for no more than 48 hours unless there exists an agreement pursuant to which the LEA will continue to detain, for a reimbursable fee, aliens for immigration purposes. In the absence of an agreement, if the alien is not transferred to an ICE field office or an immigration detention facility within 48 hours, the alien shall be released from the LEA jail/correctional facility.

Additional Supervisory and Administrative Responsibilities:

The above immigration enforcement functions conducted by the participating LEA personnel will be supervised and directed by ICE. Participating LEA personnel are not authorized to perform immigration officer functions except when working under the supervision or direction of ICE. Additional supervisory and administrative responsibilities for each entity include, but are not limited to:

- The LEA shall provide notification to the ICE officer immediately after participating LEA personnel serve any warrant of arrest or warrant of removal that executes the custodial transfer of the alien to ICE for removal purposes, in a manner mutually agreed upon by the LEA and the FOD.
- Participating LEA personnel must report all encounters with asserted or suspected claims of U.S. citizenship to ICE immediately, but generally within one hour of the claim.

APPENDIX B COMPLAINT PROCEDURE

The training, supervision, and performance of participating LEA personnel pursuant to the MOA, as well as the protections for U.S. citizens' and aliens' civil and constitutional rights, are to be monitored. Part of that monitoring will be accomplished through the complaint reporting and resolution procedures, which the parties to the MOA have agreed to follow.

If any participating LEA personnel are the subject of a complaint or allegation involving the violation of the terms of this MOA or a complaint or allegation of any sort that may result in that individual receiving professional discipline or becoming the subject of a criminal investigation or civil lawsuit, the LEA shall, to the extent allowed by State law, make timely notification to an ICE officer within 48 hours, excluding weekends, of the existence and nature of the complaint or allegation. The results of any internal investigation or inquiry connected to the complaint or allegation and the resolution of the complaint shall also be reported to an ICE officer, as established by ICE. It is the responsibility of the ICE officer to ensure notification is made to the ICE Office of Professional Responsibility (OPR) at ICEOPRIntake@ice.dhs.gov.

The LEA will also handle complaints filed against LEA personnel who are not designated and certified pursuant to this MOA but are acting in immigration functions in violation of this MOA. Any such complaints regarding non-designated LEA personnel acting in immigration functions must be forwarded to the ICE officer within 48 hours of the LEA receiving notice of the complaint. It is the responsibility of the ICE officer to ensure notification is made to OPR.

287(g) Complaint Process posters will be displayed in the processing areas of the LEA to ensure aliens encountered under the 287(g) Program are aware of the complaint process. Posters will be displayed in English and Spanish. If the alien understands a language other than English or Spanish or is unable to read, LEA personnel will read and/or translate the complaint process in a language the alien understands.

APPENDIX C
PUBLIC INFORMATION POINTS OF CONTACT

Pursuant to Section V(D) of this MOA, the signatories agree to coordinate appropriate release of information to the media, provided the release has been previously approved by both the ICE Privacy Officer and Public Affairs Officer, regarding actions taken under this MOA before any information is released. The points of contact for coordinating such activities are:

For the LEA:

Lt. Craig Katzenberger

Crow Wing County Sheriff's Office

304 Laurel St

Brainerd, MN 56401

For ICE:

Public Affairs Office
Office of Public Affairs and Internal Communication
U.S. Department of Homeland Security
U.S. Immigration and Customs Enforcement
Washington, DC 20536
202-732-4242



Real People. Real Solutions.

G. 3. a.
7656 Design Road
Suite 200
Baxter, MN 56425-8676

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

August 7, 2025

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

RE: Milinda Shores Bridge Wingwall Improvements – Contractor's Pay Application No. 2 (Final)

Dear Pat:

Enclosed are three (3) copies of Contractor's Pay Application No. 2 (Final) for work completed through July 29, 2025 for the above referenced project. The value of the work completed as of this date was \$80,420. The City of Crosslake has made a previous payment of \$74,261.50. Therefore, the net amount to pay is \$6,158.50.

Additionally, the Contractor has provided their completed IC 134 Form.

We recommend City Council approval of the Contractor's Pay Application No. 2 (Final) in the amount of \$6,158.50.

Please retain one signed payment copy for your records, submit one copy to our office in Baxter, and submit the remaining copy to the Contractor with payment when approved.

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

Sincerely,

Bolton & Menk, Inc.

Phillip M. Martin, PE
Principal Engineer

Enclosures – Contractor's Pay Application No. 2 (Final) (3 copies), IC 134 Form (1 page)

CONTRACTOR'S PAY REQUEST**MILINDA SHORES ROAD BRIDGE****BOLTON
& MENK**

Real People. Real Solutions.

DISTRIBUTION:

CONTRACTOR (1)

OWNER (1)

ENGINEER (1)

CITY OF CROSSLAKE -**BMI PROJECT NO. 24X135143.000**

TOTAL AMOUNT BID PLUS APPROVED CHANGE ORDERS	\$80,420.00
TOTAL, COMPLETED WORK TO DATE	\$80,420.00
TOTAL, STORED MATERIALS TO DATE	\$0.00
DEDUCTION FOR STORED MATERIALS USED IN WORK COMPLETED	\$0.00
TOTAL, COMPLETED WORK & STORED MATERIALS	\$80,420.00
RETAINED PERCENTAGE (0.0%)	\$0.00
TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS)	\$0.00
NET AMOUNT DUE TO CONTRACTOR TO DATE	\$80,420.00
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	\$74,261.50
PAY CONTRACTOR AS ESTIMATE NO. 2 FINAL	\$6,158.50

CERTIFICATE FOR FINAL PAYMENT

I hereby certify that, to the best of my knowledge and belief, all items quantities and prices of work and material shown on this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between the Owner and the undersigned Contractor, and as amended by any authorized changes, and that the foregoing is a true and correct statement of the amount for the Final Estimate, that applicable provisions of the Iowa Code have been complied with and that all claims against me by reason of the Contract have been paid or satisfactorily secured.

Contractor:

ACM, LLC
5751 357th Ave NW
Princeton, MN 55371

By

Name

Nick Alderink

Title

president

Date

8/7/2025

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:**ENGINEER: BOLTON & MENK, INC., 7656 DESIGN ROAD, STE 200, BAXTER, MN 56425**

By

CONSULTING ENGINEER

Date

08/07/2025

APPROVED FOR PAYMENT:**OWNER:**

By

Name

Title

Date

And

Name

Title

Date

Pay Request No.:

MILINDA SHORES ROAD BRIDGE

CITY OF CROSSLAKE

BMI PROJECT NO. 24X135143.000

WORK COMPLETED THROUGH TUESDAY, JULY 29, 2025

2 FINAL



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1	MOBILIZATION	\$7,500.00	1.00 LUMP SUM	\$7,500.00	0.90 LUMP SUM	\$6,750.00	1.00 LUMP SUM	\$7,500.00
2	PREFABRICATED MODULAR BLOCK WALL (P)	\$122.00	360.00 SQ FT	\$43,920.00	360.00 SQ FT	\$43,920.00	360.00 SQ FT	\$43,920.00
3	REMOVE WOOD RETAINING WALL	\$2,000.00	4.00 EACH	\$8,000.00	4.00 EACH	\$8,000.00	4.00 EACH	\$8,000.00
4	EARTH RETENTION SYSTEM (TEMPORARY)	\$15,200.00	1.00 LUMP SUM	\$15,200.00	1.00 LUMP SUM	\$15,200.00	1.00 LUMP SUM	\$15,200.00
5	TRAFFIC CONTROL	\$2,000.00	1.00 LUMP SUM	\$2,000.00	1.00 LUMP SUM	\$2,000.00	1.00 LUMP SUM	\$2,000.00
6	SEDIMENT CONTROL LOG TYPE WOOD CHIP	\$4.00	100.00 LIN FT	\$400.00	100.00 LIN FT	\$400.00	100.00 LIN FT	\$400.00
7	SILT FENCE TYPE HI	\$4.00	100.00 LIN FT	\$400.00	100.00 LIN FT	\$400.00	100.00 LIN FT	\$400.00
8	TURF ESTABLISHMENT	\$3,000.00	1.00 LUMP SUM	\$3,000.00	0.50 LUMP SUM	\$1,500.00	1.00 LUMP SUM	\$3,000.00
TOTAL AMOUNT:				\$80,420.00		\$78,170.00		\$80,420.00



Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	1-075-177-952
Submitted Date and Time:	7-Aug-2025 10:29:43 AM
Legal Name:	ACM LLC
Federal Employer ID:	80-0973286
User Who Submitted:	concretealderink
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	1272918016
Minnesota ID:	5946703
Project Owner:	CITY OF CROSSLAKE
Project Number:	24X.135143.000
Project Begin Date:	01-Sep-2024
Project End Date:	29-Jul-2025
Project Location:	CROSSLAKE, MN
Project Amount:	\$80,420.00
Subcontractors:	No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are Monday through Friday 8:00 a.m. to 4:30 p.m. Central Time.

Please [print this page](#) for your records using the print or save functionality built into your browser.



Real People. Real Solutions.

G. 3. b.
7656 Design Road
Suite 200
Baxter, MN 56425-8676

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

August 5, 2025

Lori Conway, City Administrator
13888 Daggett Bay Road
Crosslake, MN 56442

RE: Harbor Lane Improvements – Pay Request No. 2

Dear Lori:

Attached is Contractor's Pay Request No. 2 for work completed through July 25, 2025 for the above referenced project. The value of the work completed as of this date was \$108,614.45. We retain 5% (\$5,430.72) of the work completed by contract and the City of Crosslake has made a previous payment of \$27,231.28. Therefore, the net amount to pay is \$75,952.45.

We recommend City Council approval of Contractor's Pay Request No. 2 in the amount of \$75,952.45.

Please retain one signed pay request copy for your records, submit one copy to our office in Baxter, and the copy to the Contractor with payment when approved.

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

Sincerely,

Bolton & Menk, Inc.

Phillip M. Martin, PE
Principal Engineer

Attachments –*Contractor's Pay Request No. 2*

CONTRACTOR'S PAY REQUEST
HARBOR LANE IMPROVEMENTS



**BOLTON
& MENK**

Real People. Real Solutions.

DISTRIBUTION:

CONTRACTOR (1)

OWNER (1)

ENGINEER (1)

CITY OF CROSSLAKE, MN -
BMI PROJECT NO. 0B1134054

TOTAL AMOUNT BID PLUS APPROVED CHANGE ORDERS	\$519,068.99
TOTAL, COMPLETED WORK TO DATE	\$108,614.45
TOTAL, STORED MATERIALS TO DATE	\$0.00
DEDUCTION FOR STORED MATERIALS USED IN WORK COMPLETED	\$0.00
TOTAL, COMPLETED WORK & STORED MATERIALS	\$108,614.45
RETAINED PERCENTAGE (5.0%)	\$5,430.72
TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS)	\$0.00
NET AMOUNT DUE TO CONTRACTOR TO DATE	\$103,183.73
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	\$27,231.28
PAY CONTRACTOR AS ESTIMATE NO. 2	\$75,952.45

CERTIFICATE FOR PARTIAL PAYMENT

I hereby certify that, to the best of my knowledge and belief, all items quantities and prices of work and material shown on this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between the Owner and the undersigned Contractor, and as amended by any authorized changes, and that the foregoing is a true and correct statement of the contract amount for the period covered by this Estimate.

Contractor: DeChantal Excavating, LLC
12209 state hwy 18Brainerd, MN 56401

By

Name

Title

Date

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:

ENGINEER: BOLTON & MENK, INC., 7656 DESIGN ROAD, STE 200, BAXTER, MN 56425

By

, CONSULTING ENGINEER

Date

APPROVED FOR PAYMENT:

OWNER:

By

Name

Title

Date

And

Name

Title

Date

2

HARBOR LANE IMPROVEMENTS

CITY OF CROSSLAKE, MN

BMI PROJECT NO. 0B1134054

WORK COMPLETED THROUGH FRIDAY, JULY 25, 2025



Real People. Real Solutions.

ITEM NO.	ITEM	UNIT PRICE	AS BID		PREVIOUS ESTIMATE		COMPLETED TO DATE	
			ESTIMATED QUANTITY	ESTIMATED AMOUNT	ESTIMATED QUANTITY	ESTIMATED AMOUNT	ESTIMATED QUANTITY	ESTIMATED AMOUNT
1	MOBILIZATION	\$28,499.00	1.00 LUMP SUM	\$28,499.00	0.50 LUMP SUM	\$14,249.50	0.50 LUMP SUM	\$14,249.50
2	CLEARING	\$4,400.00	1.15 ACRE	\$5,060.00	1.15 ACRE	\$5,060.00	1.15 ACRE	\$5,060.00
3	GRUBBING	\$2,200.00	1.15 ACRE	\$2,530.00	1.15 ACRE	\$2,530.00	1.15 ACRE	\$2,530.00
4	REMOVE BITUMINOUS PAVEMENT	\$2.45	4,598.00 SQ YD	\$11,265.10	0.00 SQ YD	\$0.00	0.00 SQ YD	\$0.00
5	COMMON EXCAVATION (P) (EV)	\$11.65	4,754.00 CU YD	\$55,384.10	0.00 CU YD	\$0.00	2,158.00 CU YD	\$25,140.70
6	SUBGRADE EXCAVATION (EV)	\$10.85	500.00 CU YD	\$5,425.00	0.00 CU YD	\$0.00	0.00 CU YD	\$0.00
7	SELECT GRANULAR BORROW (CV)	\$15.25	500.00 CU YD	\$7,625.00	0.00 CU YD	\$0.00	0.00 CU YD	\$0.00
8	GEOTEXTILE FABRIC TYPE 5	\$2.65	1,500.00 SQ YD	\$3,975.00	0.00 SQ YD	\$0.00	0.00 SQ YD	\$0.00
9	AGGREGATE BASE (CV) CLASS 5 (P)	\$36.35	2,070.00 CU YD	\$54,544.50	0.00 CU YD	\$0.00	516.15 CU YD	\$13,600.55
10	AGGREGATE SURFACING (CV) CLASS 1	\$33.45	140.00 CY YD	\$4,683.00	0.00 CY YD	\$0.00	0.00 CY YD	\$0.00
11	BITUMINOUS MATERIAL FOR TACK COAT	\$2.55	680.00 GALLON	\$1,734.00	0.00 GALLON	\$0.00	0.00 GALLON	\$0.00
12	TYPE SP 12.5 NON WEARING COURSE MIX (2.C) (2.0" THICK)	\$72.00	930.00 TON	\$66,960.00	0.00 TON	\$0.00	0.00 TON	\$0.00
13	TYPE SP 9.5 WEARING COURSE MIX (2.C) (1.5" THICK)	\$75.00	700.00 TON	\$52,500.00	0.00 TON	\$0.00	0.00 TON	\$0.00
14	TYPE SP 9.5 WEARING COURSE MIX (2.C) - TRAIL (2.5" THICK)	\$310.00	4.00 EACH	\$1,240.00	0.00 EACH	\$0.00	0.00 EACH	\$0.00
15	8" CS PIPE APRON	\$1,078.00	3.00 EACH	\$3,234.00	0.00 EACH	\$0.00	3.00 EACH	\$3,234.00
16	12" RC PIPE APRON	\$1,149.00	1.00 EACH	\$1,149.00	0.00 EACH	\$0.00	1.00 EACH	\$1,149.00
17	15" RC PIPE APRON	\$37.80	60.00 LIN FT	\$2,268.00	0.00 LIN FT	\$0.00	0.00 LIN FT	\$0.00
18	8" CS PIPE CULVERT	\$22.65	457.00 LIN FT	\$10,344.75	0.00 LIN FT	\$0.00	457.00 LIN FT	\$10,344.75
19	12" RC PIPE SEWER	\$60.15	21.00 LIN FT	\$1,263.15	0.00 LIN FT	\$0.00	21.00 LIN FT	\$1,263.15
20	15" RC PIPE SEWER	\$1,330.00	1.00 LIN FT	\$1,330.00	0.00 LIN FT	\$0.00	0.00 LIN FT	\$0.00
21	CASTING ASSEMBLY (R-4342)	\$1,529.00	6.00 LIN FT	\$9,174.00	0.00 LIN FT	\$0.00	0.00 LIN FT	\$0.00
22	CASTING ASSEMBLY (R-3501-TB)	\$1,041.00	3.63 LIN FT	\$3,778.83	0.00 LIN FT	\$0.00	2.50 LIN FT	\$2,602.50
23	CONSTRUCT DRAINAGE STRUCTURE DESIGN H	\$373.00	25.57 LIN FT	\$9,537.61	0.00 LIN FT	\$0.00	7.00 LIN FT	\$2,611.00
24	CONSTRUCT DRAINAGE STRUCTURE DESIGN R-1 (2X3')	\$524.00	7.05 LIN FT	\$3,694.20	0.00 LIN FT	\$0.00	12.00 LIN FT	\$6,288.00
25	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4022	\$94.00	36.00 CU YD	\$3,384.00	0.00 CU YD	\$0.00	0.00 CU YD	\$0.00
26	RANDOM RIPRAP CLASS III	\$20.00	100.00 SQ FT	\$2,000.00	0.00 SQ FT	\$0.00	0.00 SQ FT	\$0.00
27	6" CONCRETE WALK	\$19.00	1,789.00 LIN FT	\$33,991.00	0.00 LIN FT	\$0.00	0.00 LIN FT	\$0.00
28	CONCRETE CURB & GUTTER DESIGN D412	\$500.00	1.00 EACH	\$500.00	0.00 EACH	\$0.00	0.00 EACH	\$0.00
29	CONCRETE DRAINAGE FLUME	\$58.00	19.00 SQ FT	\$1,045.00	0.00 SQ FT	\$0.00	0.00 SQ FT	\$0.00
30	TRUNCATED DOMES	\$105.00	31.00 EACH	\$3,255.00	0.00 EACH	\$0.00	0.00 EACH	\$0.00
31	MAIL BOX SUPPORT	\$900.00	1.00 LUMP SUM	\$900.00	0.50 LUMP SUM	\$450.00	0.50 LUMP SUM	\$450.00
32	TRAFFIC CONTROL	\$200.00	10.00 EACH	\$2,000.00	0.00 EACH	\$0.00	0.00 EACH	\$0.00
33	SALVAGE AND REINSTALL SIGN	\$790.00	1.00 EACH	\$790.00	0.00 EACH	\$0.00	0.00 EACH	\$0.00
34	SIGN	\$500.00	1.00 LUMP SUM	\$500.00	0.00 LUMP SUM	\$0.00	0.00 LUMP SUM	\$0.00
35	STABILIZED CONSTRUCTION EXIT	\$155.00	7.00 EACH	\$1,085.00	0.00 EACH	\$0.00	0.00 EACH	\$0.00
36	STORM DRAIN INLET PROTECTION	\$3.00	320.00 LIN FT	\$960.00	260.00 LIN FT	\$780.00	260.00 LIN FT	\$780.00
37	SEDIMENT CONTROL LOG TYPE WOOD FIBER	\$3.00	2,523.00 LIN FT	\$7,569.00	1,865.00 LIN FT	\$5,595.00	1,865.00 LIN FT	\$5,595.00
38	SILT FENCE TYPE MS	\$29.00	900.00 CU YD	\$26,100.00	0.00 CU YD	\$0.00	0.00 CU YD	\$0.00
39	COMMON TOPSOIL BORROW	\$15,500.00	1.38 ACRE	\$21,390.00	0.00 ACRE	\$0.00	0.00 ACRE	\$0.00
40	TURF ESTABLISHMENT TYPE 1	\$15,500.00	0.52 ACRE	\$8,060.00	0.00 ACRE	\$0.00	0.00 ACRE	\$0.00
41	TURF ESTABLISHMENT TYPE 2	\$15,500.00	0.04 ACRE	\$620.00	0.00 ACRE	\$0.00	0.00 ACRE	\$0.00
42	TURF ESTABLISHMENT TYPE 3	\$15,500.00	0.15 ACRE	\$2,325.00	0.00 ACRE	\$0.00	0.00 ACRE	\$0.00
43	TURF ESTABLISHMENT TYPE 4	\$15,500.00	119.00 LIN FT	\$77,350.00	0.00 LIN FT	\$0.00	0.00 LIN FT	\$0.00
44	4" SOLID LINE MULTI COMP	\$0.65	400.00 LIN FT	\$260.00	0.00 LIN FT	\$0.00	0.00 LIN FT	\$0.00
45	4" BROKEN LINE MULTI COMP	\$1.30	2,187.00 LIN FT	\$2,843.10	0.00 LIN FT	\$0.00	0.00 LIN FT	\$0.00
46	4" DBLE SOLID LINE MULTI COMP							
				\$519,068.99	\$28,564.50	\$547,633.49	\$0.00	\$547,633.49
TOTAL AMOUNT:				\$519,068.99	\$28,564.50	\$547,633.49	\$0.00	\$547,633.49

G.3.C.

MEMO TO: City Council

FROM: Public Works Commission

DATE: August 6, 2025

SUBJECT: Thomas & Janessa Casper Letter

At its meeting on 8/4/25 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/Phil discussed the letter received by Thomas (Ted) and Janessa Casper 11790 Harbor Lane and mentioned that the city has a policy to put a driveway back to its original state. We do not create driveway approaches for personal properties but if there is a resident request they can work independently with the contractor in a personal agreement while the contractor is in the area. It is recommended that a letter be sent to the homeowners that we follow the city policies and the request can be done at their expense.

A MOTION WAS MADE BY DAVE SCHRUPP AND SECONDED BY GORDY WAGNER TO RECOMMEND TO THE CITY COUNCIL THAT WE FOLLOW THE CITY POLICY AND NOT GO AGAINST THE POLICIES FOR PRIVATE PROJECTS AND REQUEST THE CITY TO SEND NOTIFICATION TO THE REQUESTOR. A ROLL CALL VOTE CARRIED WITH ALL AYES.

To Whom It May Concern:

We are the owners of 11790 Harbor Lane (since 2009) and own 19 acres adjacent to the sidewalk project on Harbor Lane. Our purchase in 2015 was originally set for 20 acres, but an acre was taken by the city for this project. We have two 9.5 acre lots with two separate entrances. With the addition of the sidewalk, our entrances to our land are currently blocked. We are writing today to ask if there is money in the budget to add driveways to our current entrances. We currently use those entrances frequently with ATVS and dirt bikes and we have future plans to develop some of that land for private use (i.e.; small guest cabins for our family use). We believe now is the time to install driveways so they are compatible with your current design and plans, and to avoid having to redo sections of your sidewalk at a later date. Also to avoid wear and tear to your sidewalks to access our land at this time without driveways. Thank you for your consideration in the matter concerning the city's current improvements and us having road access to our land.

Thomas (Ted) and Janessa Casper

G. 3. d.

MEMO TO: City Council

FROM: Public Works Commission

DATE: August 6, 2025

SUBJECT: Summary Table for Assessments

At its meeting on 8/4/25 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 will create a 2024/2025/Nagel grid diagram for the City Council on residential and commercial properties with a full breakdown.

A MOTION WAS MADE BY GORDON WAGNER AND SECONDED BY MARY PRESCOTT TO RECOMMEND TO THE CITY COUNCIL THAT WE USE THE SUMMARY TABLE FOR THE RESIDENTIAL ASSESSMENTS AND PROVIDE THE DETAIL FOR THE COMMERCIAL PROPERTIES PREPARED BY PHIL AND SCHEDULE THE ASSESSMENT HEARING.
A ROLL CALL VOTE CARRIED WITH ALL AYES.



BOLTON & MENK

Real People. Real Solutions.

MEMORANDUM

Date: August 7, 2025
To: Pat Wehner, Public Works Director
From: Phil Martin, PE
Subject: Update for August 11, 2025 Council Meeting

Year 2 Road Improvements

The Public Works Commission met and identified the proposed assessment rates for the Year 2 Road Improvements. Summary information for the 2024 assessment, the proposed 2025 assessment, the Nagel Opinion of Benefit ranges, and the preliminary assessment tables for the Year 2 are included.

Harbor Lane Improvements

The Public Works Commission met and identified the proposed assessment rates for the Harbor Lane Improvements. Summary information for the 2024 mill & overlay assessment, the 2022 road reconstruction improvements, the proposed 2025 assessment, the Nagel Opinion of Benefit ranges, and the preliminary assessment table for Harbor Lane are included.

YEAR 2 ROAD IMPROVEMENTS INFORMATION									
Crosslake, MN									
7-Aug-25									
Year 1 Road Improvement 2024 Parcel Assessment		Year 2 Road Improvement Proposed 2025 Parcel Assessment		Nagel Opinion of Market Benefit Ranges - January 2025					
Residential < 5 ac	\$2,000	Residential < 5 ac	\$2,200	Swann & Pioneer Area	Low	High	Basis		
Residential > 5 ac	\$3,500	Residential > 5 ac	\$3,850	SF Res Homes	\$ 2,000.00	\$ 3,500.00	per bid lot		
Condominium/Townhome	\$500	Condominium/Townhome	\$550	Vac Comm Land	\$ 0.10	\$ 0.20	per SF useable site area		
Commercial	N/A	Commercial 1 ac or less	\$2,200	Comm Properties	\$ 0.15	\$ 0.30	per SF useable site area		
		Commercial > 1 acre*	\$2,200 multiples	Robert, Sunset, Sunrise Area	Low	High	Basis		
		* Ex. 2.1 acre = 3 X \$2,200	\$6,600	SF Res Homes - Lake	\$ 3,000.00	\$ 4,500.00	per bid lot		
				SF Res Homes - No Lake	\$ 2,500.00	\$ 4,000.00	per bid lot		
				Vacant Res Land - Lake	\$ 2,500.00	\$ 4,000.00	per bid lot		
				Vacant Res Land - No Lake	\$ 2,000.00	\$ 3,500.00	per bid lot		
				Pine Bay	Low	High	Basis		
				SF Res Homes < 2.01 ac	\$ 2,500.00	\$ 4,000.00	per bid lot		
				SF Res Homes > 2.01 ac	\$ 250.00	\$ 750.00	per useable acre		
				SF Res Condos	\$ 1,000.00	\$ 2,000.00	per unit		
				Vacant Res Land < 2.01 ac	\$ 2,000.00	\$ 3,500.00	per bid lot		
				Vacant Res Land > 2.01 ac	\$ 250.00	\$ 750.00	per useable acre		
				Egret, Miller, OLL Area	Low	High	Basis		
				SF Res Homes - Lake	\$ 3,000.00	\$ 4,500.00	per bid lot		
				SF Res Homes - No Lake	\$ 2,500.00	\$ 4,000.00	per bid lot		
				Vacant Res Land - Lake	\$ 2,500.00	\$ 4,000.00	per bid lot		
				Vacant Res Land - No Lake (< 2 ac)	\$ 2,000.00	\$ 3,500.00	per bid lot		
				Vacant Res Land - No Lake (> 2 ac)	\$ 250.00	\$ 750.00	per useable acre		

YEAR 2 ROAD IMPROVEMENTS - EGRET ROAD									
Crosslake, MN				PWC Recommendation					
5-Aug-25				SF Res < 5 ac	\$	2,200.00			
PARCEL ID	OWNER	ADDRESS			ZONED	LAND USE	ACRES	PWC RECOMMENDATION	
14090529	ARVIG, GREGORY G REV TRUST	36227 FOX HUNTER RD		PEQUOT LAKES, MN 56472	RR 5 / Shoreland	VAC NON LK	0.51	\$	2,200.00
14090530	LIAN, RICKIE J & PEGGY S	769 SUNNY LN		ANOKA, MN 55303	RR 5 / Shoreland	VAC NON LK	0.49	\$	2,200.00
14090531	EVAVOLD, LINDA K	3502 135TH AVE NW		ANDOVER MN 55304	RR 5 / Shoreland	VAC NON LK	0.49	\$	2,200.00
14090565	HOAG, SADIE H	37748 EGRET RD		CROSSLAKE MN 56442	Shoreland Dist	SF NON LK	1.04	\$	2,200.00
14090566	ANDERSON, MARK J & LINDA L	1181 EDGCOMBE ROAD #811		ST PAUL MN 55105	RR 5 / Shoreland	SF NON LK	1.15	\$	2,200.00
14090567	MAX, JEREMY M & JENNIFER D	37634 EGRET RD		CROSSLAKE MN 56442	Rural Res 5	SF NON LK	1.02	\$	2,200.00
14090568	HALVERSON, JEFFREY & THERESA	37584 EGRET RD		CROSSLAKE, MN 56442	Rural Res 5	SF NON LK	0.97	\$	2,200.00
14090569	CASWELL, GREGORY J & LOREENE K	37552 EGRET RD		CROSSLAKE MN 56442	Rural Res 5	SF NON LK	1.03	\$	2,200.00
14090570	CRANE, SANDRA R LIVING TRUST	11969 NORTHGATE LANE		CROSSLAKE MN 56442	Rural Res 5	SF NON LK	0.97	\$	-
14090571	RICHARD LIVING TRUST	37745 EGRET RD		CROSSLAKE MN 56442	Shoreland Dist	SF NON LK	0.97	\$	2,200.00
14090572	STEWART, SCOTT & TRACY	8614 LINCOLN ST NE		BLAINE MN 55434	Shoreland Dist	SF NON LK	1.4	\$	2,200.00
14090573	HALE, SAMANTHA R	37639 EGRET RD		CROSSLAKE MN 56442	RR 5 / Shoreland	SF NON LK	1.54	\$	2,200.00
14090574	GREER, TIMOTHY & VANESSA J	37627 EGRET RD		CROSSLAKE MN 56442	RR 5 / Shoreland	SF NON LK	1.22	\$	2,200.00
14090575	THULL, COURTNEY	37583 EGRET RD		CROSSLAKE MN 56442	RR 5 / Shoreland	SF NON LK	1.02	\$	2,200.00
						Direct Assessment	\$		28,600.00

YEAR 2 ROAD IMPROVEMENTS - PINE BAY ROAD									
Crosslake, MN		PWC Recommendation							
5-Aug-25		SF Res < 5 ac	\$	2,200.00					
		SF Res > 5 ac	\$	3,850.00					
		Condo	\$	550.00					
PARCEL ID	OWNER	ADDRESS			ZONED	LAND USE	ACRES	PWC	
14150503	JULIAR, JOAN R LIVING TRUST	603 LAKE ST UNIT 116		EXCELSIOR MN 55331	Rural Res 5	CONDO	0.03	\$ 550.00	
14150504	RUDBERG, DAVID J TRUST	36275 PINE BAY CIR UNIT 303		CROSSLAKE MN 56442	Rural Res 5	CONDO	0.03	\$ 550.00	
14150505	SCHUELER, DOROTHY & BRAD	36273 PINE BAY CIR		CROSSLAKE MN 56442	Rural Res 5	CONDO	0.03	\$ 550.00	
14150506	MCCHESNEY, JOHN R	36271 PINE BAY CIR		CROSSLAKE MN 56442	Rural Res 5	CONDO	0.03	\$ 550.00	
14150507	LAVEN, ROBERT E	36257 PINE BAY CIRCLE		CROSSLAKE, MN 56442	Rural Res 5	CONDO	0.03	\$ 550.00	
14150508	CORBIN, SHARON J	36255 PINE BAY CIR		CROSSLAKE MN 56442	Rural Res 5	CONDO	0.03	\$ 550.00	
14150509	THOMPSON, CAROLYN J LIVING TRUST	36253 PINE BAY CIR		CROSSLAKE MN 56442	Rural Res 5	CONDO	0.03	\$ 550.00	
14150510	DARNELL, ELGENE V & JANICE M FAMILY TRUST	647 S 79TH WAY		MESA, AZ 85208	Rural Res 5	CONDO	0.03	\$ 550.00	
14150511	PITKIN, LOWELL D TRUST	36316 PINE BAY CIR		CROSSLAKE MN 56442	Rural Res 5	CONDO	0.03	\$ 550.00	
14150512	JAMISON, DUANE B TRUST(UND 1/2 INT)	36314 PINE BAY CIR		CROSSLAKE, MN 56442	Rural Res 5	CONDO	0.03	\$ 550.00	
14150513	MEECH, LOYAL & GLENDA PALMSMA-MEECH	36312 PINE BAY CIRCLE #106		CROSSLAKE, MN 56442	Rural Res 5	CONDO	0.03	\$ 550.00	
14150514	DEBOER, GERALD & SHANNA	36310 PINE BAY CIR #105		CROSSLAKE MN 56442	Rural Res 5	CONDO	0.02	\$ 550.00	
14150515	HARMDIERKS, RUTH A	36306 PINE BAY CIRCLE #104		CROSSLAKE, MN 56442	Rural Res 5	CONDO	0.02	\$ 550.00	
14150516	RICHES, MAXINE B LIVING TRUST	PO BOX 687		CROSSLAKE, MN 56442	Rural Res 5	CONDO	0.03	\$ 550.00	
14150517	TYO, JAMES & KATHLEEN TRUST AGREEMENT	36302 PINE BAY CIR UNIT 102		CROSSLAKE MN 56442	Rural Res 5	CONDO	0.03	\$ 550.00	
14150518	PHILLIPS, DONALD GARY & SUSAN CAROL	36300 PINE BAY CIR		CROSSLAKE MN 56442	Rural Res 5	CONDO	0.03	\$ 550.00	
14150500	COMMON AREA				Rural Res 5		6.89	\$ -	
14150549	OFF-LAKE PROPERTIES LLC	35878 COUNTY ROAD 3		CROSSLAKE MN 56442	Rural Res 5	VAC RES >2	23.39	\$ 3,850.00	
14150557	STATE OF MINNESOTA ADMIN BLDG, REAL ESTATE & CONSTRUCTION SERVICES	RM 309 50 SHERBURNE AVE		ST PAUL, MN 55155	Public	VAC RES >2	39.75	\$ 3,850.00	
14150570	CHASE, JOSEPH A & HOLLY	36508 SERENITY LANE		CROSSLAKE MN 56442	Rural Res 5	SF RES	2.01	\$ -	
14150582	WEINZETL, JOHN AND BARBARA	36521 SERENITY LANE		CROSSLAKE MN 56442	Rural Res 5	SF RES	2	\$ -	
14160587	RATZLOW, NORMAN J & SHEILA	15024 WOLF TRL		CROSSLAKE MN 56442	Shoreland Dist	SF RES	1.11	\$ 2,200.00	
14160588	GARIN, ROBERT B & KARLA	14671 WOLF TRL		CROSSLAKE MN 56442	Shoreland Dist	SF RES	1.28	\$ -	
14160708	GARIN, CYNTHIA JOHNSON &	6441 PLEASANT VIEW CIR		CHANHASSEN MN 55317	Shoreland Dist	SF RES	3.34	\$ -	
14160763	CROSSWOODS GOLF COURSE INC	35878 COUNTY ROAD 3		CROSSLAKE MN 56442	Rural Res 5	VAC RES >2	37.78	\$ 3,850.00	
14160773	STATE OF MINNESOTA ADMIN BLDG, REAL ESTATE & CONSTRUCTION SERVICES	RM 309 50 SHERBURNE AVE		ST PAUL, MN 55155	Public	VAC RES >2	39.95	\$ 3,850.00	
						Direct Assessment	\$	26,400.00	

YEAR 2 ROAD IMPROVEMENTS - SUNSET DRIVE									
Crosslake, MN									
5-Aug-25								PWC Recommendation	
								\$ 2,200.00	
								\$ 3,850.00	
PARCEL ID	OWNER	ADDRESS			ZONED	LAND USE	ACRE	PWC RECOMMENDATION	
14190501	SCHAREN BROICH, LUCAS J & LORI L	35317 WEST SHORE DR	CROSSLAKE, MN 56442		RR 5/Shoreland Dist	SF NON LK	2.28	\$ -	
14190507	SCHAREN BROICH, LUCAS	35317 W SHORE DR	CROSSLAKE, MN 56442		RR 5/Shoreland Dist	SF NON LK	0.91	\$ 2,200.00	
14190508	SCHAREN BROICH, LUCAS	35317 W SHORE DR	CROSSLAKE, MN 56442		Rural Res 5	SF NON LK	0.94	\$ 2,200.00	
14190509	SCHAREN BROICH, LUCAS	35317 W SHORE DR	CROSSLAKE, MN 56442		Rural Res 5	SF NON LK	1.06	\$ 2,200.00	
14190510	SCHAREN BROICH, LUCAS	35317 W SHORE DR	CROSSLAKE, MN 56442		RR 5/Shoreland Dist	SF NON LK	1.2	\$ 2,200.00	
14190515	MONSON, MICHAEL A & JANE A	12284 SUNSET DR	CROSSLAKE, MN 56442		RR 5/Shoreland Dist	SF NON LK	3.41	\$ 2,200.00	
14190516	NYBERG, SEAN A	35396 MARODA DR	CROSSLAKE, MN 56442		RR 5/Shoreland Dist	SF NON LK	3.86	\$ 2,200.00	
14190517	SMITH, LARRY D & GAIL J	12354 SUNSET DR	CROSSLAKE, MN 56442		RR 5/Shoreland Dist	SF NON LK	2.88	\$ 2,200.00	
14190525	KENT, LISA R REVOCABLE TRUST	9700 51ST ST N	LAKE ELMO, MN 55042		Shoreland Dist	SF NON LK	2.32	\$ -	
14190631	CSERPES, LISA M	14370 RABBIT LN	CROSSLAKE, MN 56442		RR 5/Shoreland Dist	SF NON LK	19.79	\$ 3,850.00	
SECONDARY BENEFIT - PLEASANT VIEW						Direct Assessment	\$	19,250.00	
14190521	INGBERG, DEVLAN & ELISA & KATHLEEN	12384 SUNSET DR	CROSSLAKE, MN 56442		Shoreland Dist	SF NON LK		\$ 1,100.00	
14190520	OLSSON, STEVEN E	401 N 2ND ST UNIT 501	MINNEAPOLIS, MN 55401		Shoreland Dist	SF NON LK		\$ 1,100.00	
14190519	OLSSON, STEVEN E	401 N 2ND ST UNIT 501	MINNEAPOLIS, MN 55401		Shoreland Dist	SF NON LK		\$ 1,100.00	
14190518	OLSSON, STEVEN E	401 N 2ND ST UNIT 501	MINNEAPOLIS, MN 55401		Shoreland Dist	SF NON LK		\$ 1,100.00	
						Indirect Assessment	\$	4,400.00	
						Total Assessment	\$	23,650.00	

YEAR 2 ROAD IMPROVEMENTS - PIONEER DRIVE & SWANN DRIVE									
Crosslake, MN	OWNER	ADDRESS	ZONED	LAND USE	ACRES	PWC RECOMMENDATION			
5-Aug-25		PWC Recommendation							
		Comm 1 ac or less				2,200.00			
		Comm > 1 ac (multiplied per acre)				Variable			
		SF Res < 5 ac				2,200.00			
		SF Res > 5 ac				3,850.00			
PARCEL ID	OWNER	ADDRESS	ZONED	LAND USE	ACRES	PWC RECOMMENDATION			
14210512	BIRKELAND LARSON PARTNERSHIP LLC	PO BOX 929	CROSSLAKE MN 56442	COMM	0.05	\$			
14210513	CROSSWOODS DEVELOPMENT LLC	PO BOX 037	CROSSLAKE MN 56442	COMM	0.06	\$			
14210523	SKYOTA PROPERTIES LLC	12216 COUNTY ROAD 16 # 515	CROSSLAKE MN 56442	VAC COMM	0.25	\$			2,200.00
14210525	COMMON AREA			COMM	0.41	\$			2,200.00
14210526	SKYOTA PROPERTIES LLC	12216 COUNTY ROAD 16 # 515	CROSSLAKE MN 56442	COMM	0.21	\$			2,200.00
14210527	WHITEFISH LODGE PROPERTIES LLC	P O BOX 893	CROSSLAKE MN 56442	COMM	2.04	\$			6,600.00
14210528	CROSSWOODS DEVELOPMENT LLC	PO BOX 037	CROSSLAKE MN 56442	COMM	0.8	\$			2,200.00
14210604	CROSSWOODS DEVELOPMENT LLC	PO BOX 037	CROSSLAKE MN 56442	COMM	0.87	\$			550.00
14210608	PINE PEAKS OWNERS' ASSOCIATION	35654 COUNTY ROAD 66, PO BOX 128	CROSSLAKE, MN 56442	COMM	2.4	\$			220.00
14210610	RIP GROUP LLC	C/O PINE PEAKS LODGE, 14047 SWANN DR	CROSSLAKE, MN 56442-5507	Downtown Comm	0.31	\$			-
14210611	KINGFISH HOLDINGS LLC	PO BOX 274	FOLEY MN 56329	Downtown Comm	0.08	\$			-
14210612	JMD PROPERTIES LLC	35579 PIONEER DR, PO BOX 249	CROSSLAKE, MN 56442	COMM	1.17	\$			4,400.00
	REED, SHARON K LIVING TRUST (1/2) & REED, WILLIAM J LIVING TRUST (1/2)								
14210613	WILLIAM J LIVING TRUST (1/2)	PO BOX 306	CROSSLAKE, MN 56442	COMM	0.81	\$			2,200.00
14210614	NATIONAL LOON CENTER FOUNDATION INC	PO BOX 642	CROSSLAKE MN 56442	COMM	2.5	\$			4,400.00
14210615	NATIONAL LOON CENTER FOUNDATION INC	PO BOX 642	CROSSLAKE MN 56442	COMM	1.55	\$			4,400.00
14210752	CITY OF CROSSLAKE	13888 DAGGETT BAY RD	CROSSLAKE MN 56442	Downtown Comm	1.25				
14210766	SOLLER-KRAJICEK LLC	PO BOX 651	CROSSLAKE, MN 56442	COMM	2.36	\$			3,300.00
14210767	REED'S COUNTRY MARKET	35533 SANDPOINTE DR UNIT 3, PO BOX 306	CROSSLAKE, MN 56442	COMM	0.45	\$			2,200.00
14210768	REED'S COUNTRY MARKET INC	P O BOX 490	CROSSLAKE, MN 56442	COMM	5.73	\$			6,600.00
14210769	SOLLER-KRAJICEK LLC	PO BOX 651	CROSSLAKE, MN 56442	COMM	2.16	\$			6,600.00
14210771	CROSSWOODS DEVELOPMENT LLC	PO BOX 037	CROSSLAKE MN 56442	Downtown Comm	0.79	\$			-
14210772	LAKES AREA KIDS ENRICHMENT FOUNDAT	PO BOX 143	CROSSLAKE, MN 56442	COMM	9.49	\$			11,000.00
14210781	CROSSWOODS DEVELOPMENT LLC	PO BOX 037	CROSSLAKE MN 56442	COMM	2.37	\$			-
14210782	STONE, JOHN M & DOLORES M	PO BOX 237	FIFTY LAKES MN 56448	RES > 2	26.95	\$			3,850.00
14210791	HEINECKE, MICHAEL & ALICE	14411 SWANN DR	CROSSLAKE MN 56442	SF RES	0.22	\$			2,200.00
14210792	MOWERS, CURTIS S & GAIL M	14405 SWANN DR	CROSSLAKE MN 56442	SF RES	0.16	\$			2,200.00
14210793	BERG, MARY ANN	14391 SWANN DR	CROSSLAKE MN 56442	SF RES	0.13	\$			2,200.00
14210794	ROY, ROBERT J TRUST AGREEMENT	5603 MANITOU RD UNIT 1311	EXCELSIOR MN 55331	SF RES	0.13	\$			2,200.00
14210795	SKIBA, WAYNE C & KATHLEEN	14369 SWANN DR 4	CROSSLAKE MN 56442	SF RES	0.15	\$			2,200.00
14210796	KOTVAL, CHRISTOPHER C & LISA M	14365 SWANN DR	CROSSLAKE MN 56442	SF RES	0.15	\$			2,200.00
14210797	NELSON, TRACY J	14349 SWANN DR	CROSSLAKE MN 56442	SF RES	0.12	\$			2,200.00
14210798	ENGLERT, JULIE A LIVING TRUST	14345 SWANN DR	CROSSLAKE MN 56442	SF RES	0.18	\$			2,200.00
14210800					0	\$			-
				Direct Assessment	\$				82,720.00

YEAR 2 ROAD IMPROVEMENTS - OLD LOG LANDING AREA									
Crosslake, MN				PWC Recommendation					
5-Aug-25				SF Res < 5 ac		\$ 2,200.00			
				SF Res > 5 ac		\$ 3,850.00			
PARCEL ID	OWNER	ADDRESS		ZONED	LAND USE	ACRES	PWC RECOMMENDATION		
14090500	SMITH, BARBARA L	24414 S STONEY PATH DR	SUN LAKES, AZ 85248-7578	Shoreland Dist	SF LK	0.56	\$	2,200.00	
14090501	FLAGG, DENNIS P	37127 BLACKSMITH PL	CROSSLAKE, MN 56442	Shoreland Dist	SF NON LK	1.99	\$	2,200.00	
14090502	CROSS LAKE, EVANGELICAL FREE CHURCH	37218 COUNTY ROAD 66	CROSSLAKE, MN 56442	Limited Comm	VAC	4.67	\$	2,200.00	
14090576	SCHWALBE, MARY JO & FARLINGER, RANEE W	4217 VALLEY DR NW	ROCHESTER MN 55901	Rural Res 5	VAC	11.57	\$	3,850.00	
14090582	WALLACE, BARTON L & KATHLEEN	14234 TALL TIMBERS TRL	CROSSLAKE, MN 56442	RR 5/Shoreland	SF NON LK	7.43	\$	3,850.00	
14090583	ADAMS, SEAN &	14284 TALL TIMBERS TRL	CROSSLAKE MN 56442	RR 5/Shoreland	SF NON LK	4.4	\$	2,200.00	
14090584	REBER, COLLEEN R TRUST AGR 10-13-06	7113 E CANYON REN CIR	SCOTTSDALE AZ 85266	Shoreland Dist	SF LK	3.92	\$	2,200.00	
14090585	SCHUMEISTER, JUDITH B REV TRUST	5701 CONTINENTAL DR	EDINA MN 55436	Shoreland Dist	SF LK	1.13	\$	2,200.00	
14090586	CAPRA, DEAN M	21622 LUAN DR NE	EAST BETHEL MN 55011	Shoreland Dist	SF LK	1.06	\$	2,200.00	
14090587	BYFUGLIEN, DUSTIN &	1862 MORGAN RD	LONG LAKE MN 55356	Shoreland Dist	SF LK	1.05	\$	2,200.00	
14090588	GRAHAM, PATRIC & KRISTIN TRUST	14193 TALL TIMBERS TRL	CROSSLAKE, MN 56442	RR 5/Shoreland	SF NON LK	7.3	\$	3,850.00	
14090589	SCHALO, BRANDON L	16404 INCA ST NW	ANDOVER MN 55304	RR 5/Shoreland	SF NON LK	3.97	\$	2,200.00	
14090590	GLORVICK, SUSAN M LIVING TRUST	20500 S DIAMOND LAKE RD APT 401	ROGERS MN 55374	Shoreland Dist	SF LK	1.61	\$	2,200.00	
14090591	SIMON, EILEEN M & ROBERT M	2030 KIMBERLY LN N	PLYMOUTH, MN 55447	Shoreland Dist	SF LK	0.88	\$	2,200.00	
14090593	TIMBER, TRAIL ASSOCIATION	14193 TALL TIMBERS TRL, PO BOX 812	CROSSLAKE, MN 56442	Shoreland Dist	SF LK	1.17	\$	2,200.00	
14090594	HINZE, JON S & MONICA L	607 CARVER BLUFFS PARKWAY	CARVER, MN 55315	Rural Res 5	SF NON LK	1.01	\$	2,200.00	
14090596	LESSARD, JULIE K	14152 TALL TIMBERS TRL	CROSSLAKE MN 56442	Rural Res 5	SF NON LK	0.46	\$	2,200.00	
14090597	WAGNER, GORDON W & NANCY LEE	14142 TALL TIMBER TRL	CROSSLAKE, MN 56442	Rural Res 5	SF NON LK	0.46	\$	2,200.00	
14090598	FAITH, STEVEN R & PATRICIA	14130 TALL TIMBERS TRL	CROSSLAKE, MN 56442	Rural Res 5	SF NON LK	0.46	\$	2,200.00	
14090599	ASCHENBRENER, JON D & JENNIFER L	1350 THOMAS AVE	ST PAUL MN 55104	Rural Res 5	SF NON LK	0.46	\$	2,200.00	
14090600	HELMIN, KENNETH & MARY	14098 TALL TIMBERS TRL	CROSSLAKE MN 56442	Rural Res 5	SF NON LK	0.46	\$	2,200.00	
14090601	HUGHES, MICHAEL AND MARIANNE	14086 TALL TIMBERS TRL	CROSSLAKE MN 56442	Rural Res 5	SF NON LK	0.46	\$	2,200.00	
14090602	CORMIER, DANIEL L & WENDY J TRUST AGREEM	11107 194TH CT NW	ELK RIVER MN 55330	Rural Res 5	SF NON LK	0.46	\$	2,200.00	
14090603	KREUTER, SARAH	8720 30TH ST NE	SAINT MICHAEL MN 55376	Rural Res 5	SF NON LK	0.46	\$	2,200.00	
14090604	ARNTSON, OLAF L & NANCY A	701 128TH AVE NE	BLAINE MN 55434	Rural Res 5	SF NON LK	0.46	\$	2,200.00	
14090605	BURNHAM, BENJAMIN R & JUDITH A	11689 99TH AVE N	MAPLE GROVE MN 55369	Rural Res 5	SF NON LK	0.46	\$	2,200.00	
14090606	HAGBERG, DANIEL J	13408 RED FOX RD	ROGERS, MN 55374	Rural Res 5	SF NON LK	0.46	\$	2,200.00	
14090607	LAHR, BRIAN D & BRENDA J	37138 BLACKSMITH PL	CROSSLAKE MN 56442	RR 5/Shoreland	SF NON LK	0.47	\$	2,200.00	
14090608	JAHR, ROBERT A & STEPHANIE	37130 BLACKSMITH PL	CROSSLAKE, MN 56442	Shoreland Dist	SF NON LK	0.55	\$	2,200.00	
14090609	BAIR, CHRISTOPHER E	37131 BLACKSMITH PLACE	CROSSLAKE, MN 56442	Shoreland Dist	SF NON LK	0.53	\$	2,200.00	
14090610	PALM, JACQUELINE R & CHRISTOPHER P	37137 BLACKSMITH PL	CROSSLAKE MN 56442	RR 5/Shoreland	SF NON LK	0.46	\$	2,200.00	
14090611	SCHROEDER, KYLE D & ASHLEY	516 WATERFORD PL	WACONIA MN 55387	Rural Res 5	SF NON LK	0.46	\$	2,200.00	
14090612	PLASCH, NATHAN	5365 ORLEANS LN # 8	PLYMOUTH MN 55442	Rural Res 5	SF NON LK	0.46	\$	2,200.00	
14090613	SIMONS, GARY R & CATHERINE G	7024 TARTAN CURVE	EDEN PRAIRIE, MN 55346	Rural Res 5	SF NON LK	0.52	\$	2,200.00	
14090614	REED, JAMES J & MELANIE J	P O BOX 414	CROSSLAKE MN 56442	Rural Res 5	SF NON LK	0.48	\$	2,200.00	
14090615	GWTV LEGACY TRUST	1039 GOLFERS CT SE	ROCHESTER MN 55904	Rural Res 5	SF NON LK	0.49	\$	2,200.00	

YEAR 2 ROAD IMPROVEMENTS - OLD LOG LANDING AREA									
Crosslake, MN									
5-Aug-25									

YEAR 2 ROAD IMPROVEMENTS - OLD LOG LANDING AREA									
Crosslake, MN									
5-Aug-25									
						PWC Recommendation			
						SF Res < 5 ac	\$	2,200.00	
						SF Res > 5 ac	\$	3,850.00	
PARCEL ID	OWNER	ADDRESS				ZONED	LAND USE	ACRES	PWC RECOMMENDATION
14090654	MOZEY, JANICE A	12201 MINNETONKA BLVD 224	MINNETONKA MN 55305-5375				Shoreland Dist	SF NON LK	0.46 \$ 2,200.00
14090655	CITY OF CROSSLAKE	13888 DAGGETT BAY RD	CROSSLAKE MN 56442				Public	SF NON LK	0.52 \$ 2,200.00
14090656	CITY OF CROSSLAKE	13888 DAGGETT BAY RD	CROSSLAKE MN 56442				Public	SF NON LK	0.72 \$ 2,200.00
14090660	CITY OF CROSSLAKE	13888 DAGGETT BAY RD	CROSSLAKE MN 56442				Public	SF NON LK	0.64 \$ 2,200.00
14090661	SINCLAIR, RICHARD T & PEGGY A	14011 TALL TIMBERS TRL PO BOX 592	CROSSLAKE MN 56442				Rural Res 5	SF NON LK	0.62 \$ 2,200.00
14090662	SINCLAIR, RICHARD T & PEGGY A	14011 TALL TIMBERS TRL PO BOX 592	CROSSLAKE MN 56442				Rural Res 5	SF NON LK	0.62 \$ 2,200.00
14090663	STEVENS, BRUCE D & LISA L	37153 LUMBERJACK LN	CROSSLAKE MN 56442				Rural Res 5	SF NON LK	1.2 \$ 2,200.00
14090664	MILLER, STEVEN G & LINDA M	7625 EMERSON AVENUE SOUTH	RICHFIELD, MN 55423				Rural Res 5	SF NON LK	0.56 \$ 2,200.00
14090665	THOMAS, JOSHUA D & WENDY M	6675 231ST LN NE	STACY, MN 55079				Rural Res 5	SF NON LK	0.69 \$ 2,200.00
14090666	STROMBERG, ERIC L &	13980 LOG LANDING	CROSSLAKE MN 56442				Rural Res 5	SF NON LK	0.54 \$ 2,200.00
14090667	MAYER, LINDA D &	1005 IVES LN N	PLYMOUTH, MN 55410				RR 5/Shoreland	SF NON LK	0.47 \$ 2,200.00
14090668	HILL, JOHN D & KRISTIN J	522 16TH AVE	TWO HARBORS, MN 55616				Shoreland Dist	SF NON LK	0.46 \$ 2,200.00
14090669	ETHEL INVESTMENT, GROUP	1891 STINSON BLVD	NEW BRIGHTON, MN 55112				Shoreland Dist	SF NON LK	0.46 \$ 2,200.00
14090670	JOHNSTON, STEVEN R & LISA M TRUST	15715 47TH AVE N	PLYMOUTH MN 55446				Shoreland Dist	SF NON LK	0.46 \$ 2,200.00
14090671	KRUSMARK, JON & BRENDA	835 3RD AVE NW	PLAINVIEW, MN 55964				Shoreland Dist	SF NON LK	0.49 \$ 2,200.00
14090672	KRUSMARK, JON & BRENDA	835 3RD AVE NW	PLAINVIEW, MN 55964				Shoreland Dist	SF NON LK	0.69 \$ 2,200.00
14090673	CITY OF CROSSLAKE	13888 DAGGETT BAY RD	CROSSLAKE MN 56442				Shoreland Dist	SF NON LK	0.77 \$ 2,200.00
14090677	DEWITT, CHRISTINE D & MARTIN A	3993 EVERMOOR PKWY	ROSEMOUNT, MN 55068				Rural Res 5	SF NON LK	0.58 \$ 2,200.00
14090678	DEWITT, CHRISTINE D & MARTIN A	3993 EVERMOOR PKWY	ROSEMOUNT, MN 55068				Rural Res 5	SF NON LK	0.56 \$ 2,200.00
14090679	OLD LOG LANDING HOMEOWNERS ASSOC	PO BOX 151	CROSSLAKE MN 56442				Shoreland Dist	SF NON LK	\$ -
14090698	WILLIAMS, COLIN & ELLIE RH	13941 MARY LANE	CROSSLAKE MN 56442				RR 5/Shoreland	SF NON LK	1 \$ -
14090701	PRINDLE, DANIEL G	37387 MILLER RD	CROSSLAKE MN 56442				Rural Res 5	SF NON LK	0.92 \$ 2,200.00
14090710	COULTER, SUZANNE	37417 MILLER RD, PO BOX 316	CROSSLAKE MN 56442				Rural Res 5	SF NON LK	1.08 \$ 2,200.00
14090711	MARTIN, TIMOTHY A & ANDREA L	37463 MILLER RD	CROSSLAKE MN 56442				Rural Res 5	SF NON LK	1.08 \$ 2,200.00
14090716	WISEMILLER, ELISABETH J 2009 DECLARATION OF TRUST	923-B LA MESA TERRACE	SUNNYVALE, CA 94086				Shoreland Dist	SF LK	3.55 \$ 2,200.00
14090717	ROSEN, ROSEMARY & TODD P TRUST	12088 SAFARI PASS	APPLE VALLEY MN 55124-9401				Shoreland Dist	SF LK	0.65 \$ 2,200.00
14090718	PECK, KURT & KIM TRST AGMT, KURT J & KIM M								
14090718	PECK, TTEES	5840 KITKERRY CT S	SHOREVIEW MN 55126				Shoreland Dist	SF LK	0.69 \$ 2,200.00
14090719	BEAL, JACKIE L & LOIS M TRTEES BEAL	19026-107TH PL NE	BOTHELL WA 98011				Shoreland Dist	SF LK	0.54 \$ 2,200.00
14090720	BEAL, JACKIE L & LOIS M TRTEES BEAL	19026-107TH PL NE	BOTHELL WA 98011				Shoreland Dist	SF NON LK	2.64 \$ 2,200.00
14090721	WISEMILLER, ELISABETH J TRUSTEE	923-B LA MESA TERRACE	SUNNYVALE, CA 94086				Shoreland Dist	SF NON LK	3.43 \$ 2,200.00
14090722	WISEMILLER, ELISABETH J TRUSTEE	923-B LA MESA TERRACE	SUNNYVALE, CA 94086				Shoreland Dist	SF LK	0.49 \$ 2,200.00
14090723	WISEMILLER, ELISABETH J TRUSTEE	923-B LA MESA TERRACE	SUNNYVALE, CA 94086				Shoreland Dist	SF LK	0.13 \$ 2,200.00
14090724	HARRIS, MICHAEL R (1/3 INT) C/O THOMAS HARRIS	8500 133RD ST W	APPLE VALLEY, MN 55124				Shoreland Dist	SF LK	0.56 \$ 2,200.00
14090725	HEINRICH, STEPHANIE	3167 MAGNOLIA DR	HAMEL MN 55340				Shoreland Dist	SF LK	0.11 \$ 2,200.00

YEAR 2 ROAD IMPROVEMENTS - OLD LOG LANDING AREA									
Crosslake, MN									
5-Aug-25									

YEAR 2 ROAD IMPROVEMENTS - SUNRISE ISLAND RD									
Crosslake, MN					PWC Recommendation				
5-Aug-25					SF Res < 5 ac		\$ 2,200.00		
					SF Res > 5 ac		\$ 3,850.00		
PARCEL ID	OWNER	ADDRESS			ZONED	LAND USE	ACRES	PWC RECOMMENDATION	
14300608	SCHARENBOICH, MARK J & SUSAN	34232 WEST SHORE DR			SHORELAND	SF NON LK	1.37	\$	-
14300609	VOGT, ROSEMARY M REVOCABLE TRUST	5212 16TH AVE S			SHORELAND	SF NON LK	0.47	\$	-
14300626	DIMKE, SUSAN M TRUST DATED 1-24-12	34001 SUNRISE ISLAND RD			SHORELAND	SF LK	1.19	\$	2,200.00
14300627	AUTH, KIMBERLY J REVOCABLE TRUST	1 RED FOREST HTS			SHORELAND	SF LK	0.61	\$	2,200.00
14300628	LOTZE, JOYCE I TRUST UAD 2/12/2007	33986 SUNRISE ISLAND RD			SHORELAND	SF LK	0.56	\$	2,200.00
14300629	CARTER, RON & CHRISTINE	33992 SUNRISE ISLAND RD			SHORELAND	SF LK	0.53	\$	2,200.00
14300630	WBROS LLC	25 MICHIGAN ST SE 8			SHORELAND	SF LK	0.51	\$	2,200.00
14300631	WIENER CROSSLAKE LLC	2 MANHATTANVILLE RD STE 401			SHORELAND	SF LK	0.53	\$	2,200.00
14300632	WIENER CROSSLAKE LLC	2 MANHATTANVILLE RD STE 401			SHORELAND	SF LK	0.53	\$	2,200.00
14300633	WIENER CROSSLAKE LLC	125 WOODSIDE DR			SHORELAND	SF LK	0.53	\$	2,200.00
14300634	HAYLANDO LLC	2340 BRETIGNE DR			SHORELAND	SF LK	0.47	\$	2,200.00
14300635	HAYES, DOROTHY O TRUSTEE DOROTHY HA	6449 WINDING RIDGE CIR			SHORELAND	SF LK	0.88	\$	2,200.00
14300636	CAMP SOTA LLC	2340 BRETIGNE DR			SHORELAND	SF LK	0.79	\$	2,200.00
14300637	KAPALA, KEITH A & SHELIA	15311 FAIR MEADOWS LANE			SHORELAND	SF LK	0.5	\$	2,200.00
14300638	COTAY PROPERTIES LLC	4100 SPRING ST			SHORELAND	SF LK	0.56	\$	2,200.00
14300639	PLE SUNRISE ISLAND PROPERTY LLC	2217 STONE CREEK DR			SHORELAND	SF LK	0.7	\$	2,200.00
14300644	FUHRMAN LIVING TRUST	12031 SUNRISE ISLAND RD			SHORELAND	SF LK	0.81	\$	2,200.00
14300645	HALL, CHERYL A	12018 SUNRISE ISLAND RD			SHORELAND	SF LK	0.7	\$	2,200.00
14300646	WALLER, DENNIS & GLYNN R	11986 SUNRISE ISLAND RD			SHORELAND	SF LK	0.89	\$	2,200.00
14300647	VOGT, ROSEMARY M REVOCABLE TRUST	5212 16TH AVE S			SHORELAND	SF LK	0.58	\$	2,200.00
INDIRECT BENEFIT??						Direct Assessment	\$	39,600.00	
14300643	WESLEY, JOSEPH R REV TRUST	560 LARSON ST SW			SHORELAND	SF LK	0.99	\$	1,100.00
14300642	WESLEY, JOSEPH R REV TRUST	560 LARSON ST SW			SHORELAND	SF LK	0.78		
14300641	ROCKWELL, DAVID C & ELIZABETH	3321 ALABAMA AVE S			SHORELAND	SF LK	0.91	\$	1,100.00
14130505	SCHARENBOICH, MARK J & SUSAN	34232 WEST SHORE DRIVE			SHORELAND	SF LK	0.6		
14310732	SCHARENBOICH, MARK J & SUSAN	34232 WEST SHORE DRIVE			SHORELAND	SF LK	1.3	\$	1,100.00
						Indirect Assessment	\$	3,300.00	
						Total Assessment	\$	42,900.00	

YEAR 2 ROAD IMPROVEMENTS - ROBERT STREET			PWC Recommendation					
Crosslake, MN			SF Res < 5 ac		\$ 2,200.00			
5-Aug-25			SF Res > 5 ac		\$ 3,850.00			
PARCEL ID	OWNER	ADDRESS	ZONED	LAND USE	ACRES	PWC RECOMMENDATION		
14170563	FRASER, THOMAS & MELANIE TRUST AGR	6468 20TH AVE S	HUGO, MN 55038	SHORELAND	VAC NON LK	5.74	\$	3,850.00
14170572	WALLACE, JAMES B & BARBARA	11987 FAWN LAKE RD	CROSSLAKE, MN 56442-2744	SHORELAND	SF NON LK	0.68	\$	2,200.00
14170576	MILLER, MARK C	P O BOX 682	CROSSLAKE MN 56442	SHORELAND	SF NON LK	0.46	\$	2,200.00
14170577	MURPHY, DONALD L	2620 KENZIE TER 1268	ST ANTHONY MN 55418	SHORELAND	SF NON LK	0.46	\$	2,200.00
14170578	TRIPPE, JEFFREY P & JOLENE	PO BOX 367	CROSSLAKE MN 56442	SHORELAND	SF NON LK	0.46	\$	2,200.00
14170579	TRIPPE, JEFFREY P & JOLENE	PO BOX 367	CROSSLAKE MN 56442	SHORELAND	SF NON LK	0.46	\$	2,200.00
14170580	TRIPPE, JEFFREY P & JOLENE	PO BOX 367	CROSSLAKE MN 56442	SHORELAND	SF NON LK	0.64	\$	2,200.00
14170581	TRIPPE, JEFFREY P & JOLENE	PO BOX 367	CROSSLAKE MN 56442	SHORELAND	SF NON LK	0.45	\$	2,200.00
14170582	WOODY, GERALD JOSEPH & CAROLE ANN TRUST	3030 FRANCE AVE S APT 210	ST. LOUIS PARK MN 55416	SHORELAND	SF NON LK	0.91	\$	-
14170583	WOODY, GERALD JOSEPH & CAROLE ANN TRUST	3030 FRANCE AVE S APT 210	ST. LOUIS PARK MN 55416	SHORELAND	SF NON LK	0.92	\$	2,200.00
14170584	ALDRIDGE PROPERTIES LLC	22400 IVERSON RD	IRONTON MN 56455	SHORELAND	SF NON LK	0.46	\$	2,200.00
14170585	ALDRIDGE PROPERTIES LLC	22400 IVERSON RD	IRONTON MN 56455	SHORELAND	SF NON LK	0.46	\$	2,200.00
14170586	ALDRIDGE PROPERTIES LLC	22400 IVERSON RD	IRONTON MN 56455	SHORELAND	SF NON LK	0.46	\$	-
14170587	HAINES, CODY J	36033 ROBERTS ST	CROSSLAKE MN 56442	SHORELAND	SF NON LK	0.46	\$	2,200.00
14170588	HAINES, CODY J	36033 ROBERTS ST	CROSSLAKE MN 56442	SHORELAND	SF NON LK	0.46	\$	2,200.00
14170589	ULLAND, HANS L	1764 LAUREL AVE	ST PAUL MN 55104	SHORELAND	SF NON LK	0.45	\$	2,200.00
14170590	ULLAND, HANS L	1764 LAUREL AVE	ST PAUL MN 55104	SHORELAND	SF NON LK	0.72	\$	2,200.00
14170591	ULLAND, HANS L & KRISTIN M	1764 LAUREL AVE	ST PAUL, MN 55104	SHORELAND	SF LK	0.66	\$	2,200.00
14170592	SWENSON, DONALD REVOCABLE LIVING TRUST	27197 COUNTY ROAD 40	CHATFIELD MN 55923	SHORELAND	SF LK	0.55	\$	2,200.00
14170593	WEBER, JAMES & JANIS TRUST	457 WAGNER ST	ROSEVILLE MN 55113	SHORELAND	SF LK	1.26	\$	2,200.00
14170594	SOUTHWESTERN LAND LLP	3231 FERNBROOK LN	MINNEAPOLIS MN 55447	SHORELAND	SF LK	0.77	\$	2,200.00
14170595	EGAN, EDWARD A IDG TRST (1/2 INT)	725 FERNDALE RD N	WAYZATA MN 55391	SHORELAND	SF LK	0.75	\$	2,200.00
14170596	TRIPPE, JEFFREY P & JOLENE	PO BOX 367	CROSSLAKE MN 56442	SHORELAND	SF LK	0.18	\$	-
14170597	TRIPPE, JEFFREY P & JOLENE	PO BOX 367	CROSSLAKE MN 56442	SHORELAND	SF LK	0.54	\$	2,200.00
14170598	SHAUGHNESSY, DONALD F	1954 SAUNDERS AVE	ST PAUL, MN 55116	SHORELAND	SF LK	0.65	\$	2,200.00
14170599	GRUBB, JON D & LEAH A	5920 DUNKIRK LN N	PLYMOUTH, MN 55446	SHORELAND	SF LK	0.66	\$	2,200.00
14170600	HANKEN, ORVILLE A & GERMAINE C DISC TRUST	15420 47TH AVE N	PLYMOUTH MN 55446	SHORELAND	SF LK	0.73	\$	2,200.00
14170601	REDPATH, JULIANNE V & JAMES B	1046 CLEVELAND AVE S #2	ST PAUL, MN 55116	SHORELAND	SF LK	0.79	\$	2,200.00
14170602	WHELDON, KRISTEN J (1/2 INT) &	2838 172ND AVE NW	ANDOVER MN 55304	SHORELAND	SF LK	0.84	\$	2,200.00
14170603	USITALO, KAREN S & CARL A STEFFEN	1015 WICKMAN DR	IRON MOUNTAIN, MI 49801	SHORELAND	SF LK	0.87	\$	2,200.00
14170604	KRAFT, ROY & CAROL REV TRUST	PO BOX 40	CROSSLAKE MN 56442	SHORELAND	SF LK	0.87	\$	2,200.00
14170605	SPANG, KEVIN E REVOCABLE TRUST	8079 CRESS VIEW LANE	PRIOR LAKE, MN 55372	SHORELAND	SF LK	0.88	\$	2,200.00
14170606	SPANG, KEVIN E REVOCABLE TRUST	8079 CRESS VIEW LANE	PRIOR LAKE, MN 55372	SHORELAND	SF LK	0.51	\$	2,200.00
14170607	ECKMAN, MANDY S REV TRUST	7692 KINGSVIEW LN N	MAPLE GROVE MN 55311	SHORELAND	SF LK	0.47	\$	2,200.00
14170608	FRASER, THOMAS & MELANIE TRUST AGR	6468 20TH AVE S	HUGO, MN 55038	SHORELAND	SF LK	0.48	\$	2,200.00
14170609	NELSON, DAVID & GAIL FAMILY TRUST	PO BOX 156	CROSSLAKE, MN 56442	SHORELAND	SF LK	0.46	\$	2,200.00
14170632	VANNELLI, ROSALIND T	7911 ITHACA LN N	MAPLE GROVE, MN 55311	SHORELAND	SF NON LK	3.75	\$	-
1417P000	UNDIVIDED INTEREST			SHORELAND	SF LK	0.8	\$	2,200.00
14190526	ENGSTROM, WENDY L	16315 82ND PL N	MAPLE GROVE MN 55311	SHORELAND	SF NON LK	1.63	\$	-
14190643	TAX FORFEITED - CROW WING COUNTY LAND SERVICES	322 LAUREL ST STE 15	BRainerd, MN 56401-3590	SHORELAND	SF NON LK	0.02	\$	-

YEAR 2 ROAD IMPROVEMENTS - ROBERT STREET			PWC Recommendation					
Crosslake, MN			SF Res < 5 ac		\$ 2,200.00			
5-Aug-25			SF Res > 5 ac		\$ 3,850.00			
PARCEL ID	OWNER	ADDRESS	ZONED	LAND USE	ACRES	PWC RECOMMENDATION		
14190645	KCR INVESTMENTS LIMITED	6766 BIRCHTON POINT DR # 500	SHORELAND	SF NON LK	2.85	\$ -		
14200533	OLSON, KARIN L & GRAHAM E	2301 PENN AVE S	SHORELAND	SF NON LK	0.24	\$ -		
14200534	OLSON, KARIN L & GRAHAM E	2301 PENN AVE S	SHORELAND	SF NON LK	0.33	\$ 2,200.00		
14200535	CHELL, NATALIE SAWYER	1708 WALL STREET RD	SHORELAND	SF NON LK	0.46	\$ 2,200.00		
14200536	SUTHERLAND, LEANN VM REV TRUST 1/2 INT	712 DEBBIE LANE	SHORELAND	SF NON LK	0.6	\$ 2,200.00		
14200537	CHELL, BENJAMIN JON & NATALIE	1708 WALL STREET RD	SHORELAND	SF NON LK	0.73			
14200538	CEDERBERG, BARBARA M REV TRUST AGMT	1729 LOGAN AVE S	SHORELAND	SF LK	0.55	\$ 2,200.00		
14200539	SUTHERLAND, LEANN VM REV TRUST 1/2 INT	712 DEBBIE LANE	SHORELAND	SF LK	0.5	\$ 2,200.00		
14200540	CHELL, NATALIE SAWYER	1708 WALL STREET RD	SHORELAND	SF LK	0.47	\$ 2,200.00		
14200541	OLSON, KARIN L & GRAHAM E	2301 PENN AVE S	SHORELAND	SF LK	0.47	\$ 2,200.00		
14200542	HIGGINS, TOM C &	35910 ROBERT ST	SHORELAND	SF LK	0.48	\$ 2,200.00		
14200543	ENGSTROM, WENDY L	16315 82ND PL N	SHORELAND	SF LK	0.6	\$ 2,200.00		
14200544	WOLFE FAMILY CABIN TRUST 12-11-12	12334 HARVARD AVE	SHORELAND	SF LK	0.67	\$ 2,200.00		
				Direct Assessment	\$	98,450.00		
ROBERT LANE - SECONDARY								
14200546	KCR INVESTMENTS LIMITED	6766 BIRCHTON POINT DR # 500	SHORELAND	SF LK	0.28	\$ 1,100.00		
14200547	MAGNUSON, JEFFREY E & CHERLY ANN	3570 RIDGEWOOD RD	SHORELAND	SF LK	0.34	\$ 1,100.00		
14200545	BROWN, SUSAN LARSEN & DAVID DALE	8724 KILBIRNIE TERRACE	SHORELAND	SF LK	0.53	\$ 1,100.00		
				Indirect Assessment	\$	3,300.00		
				Total Assessment	\$	101,750.00		

HARBOR LANE IMPROVEMENTS									
CITY OF CROSSLAKE, MN									
PRELIMINARY ASSESSMENT									
5-Aug-25									
		PWC Recommendation							
		SF Res < 5 ac	\$	2,200.00					
		SF Res > 5 ac	\$	3,850.00					
		Recon	\$	6,000.00					
		Resort Cabin	\$	550.00					
PARCEL ID	OWNER NAME	ADDRESS		AREA	IMPROVEMENT	LAND USE	BENEFIT	PWC RECOMMENDATION	
14180500	PENZ, RICKY T & CHRISTIN A	3092 LAKE VISTA DR NW	ROCHESTER, MN 55901	0.94	M&O	SF NON LK	Primary	\$	2,200.00
14180502	CROW WING COUNTY LAND SERVICES	322 LAUREL ST STE 15	BRainerd MN 56401	0.62	Reconstruction	VAC NON LK	Primary	\$	-
14180520	ISENSEE, LOREN L & BRENDA M	1991 COUNTY RD	CHATFIELD, MN 55923	9.55	M&O	VAC NON LK	Primary	\$	3,850.00
14180521	CASPER, THOMAS E & JANESSA L	208 ANHERST ST	ST PAUL, MN 55105	9.55	M&O	VAC NON LK	Primary	\$	3,850.00
14180522	CASPER, THOMAS E & JANESSA L	208 ANHERST ST	ST PAUL, MN 55105	9.55	M&O	VAC NON LK	Primary	\$	3,850.00
14180523	POLLOCK, JEREMY P	11771 HARBOR LN	CROSSLAKE MN 56442	2.1	M&O	SF NON LK	Primary	\$	2,200.00
14180534	POLT, MICHAEL J &	290 MANCET ST 603	MINNEAPOLIS MN 55405	0.46	M&O	SF LK	Primary	\$	2,200.00
14180535	JELINEK, JEFFREY W & MARY	1427 SKILLMAN AVE	MAPLEWOOD MN 55109	0.47	M&O	SF LK	Secondary	\$	1,100.00
14180536	COMMON AREA			0.83	M&O		Primary	\$	2,200.00
14180542	TIMBERLANE OWNERS, ASSOCIATION	35 LAKE ST S STE 500	BIG LAKE MN 55309	0.11	M&O	SF LK	Secondary	\$	1,100.00
14180543	PETERSON, WILLIAM A & NICOLE R	13123 OWATONNA ST	BLAINE, MN 55449	0.17	M&O	SF LK	Secondary	\$	1,100.00
14180544	STOLTE, KATHLEEN M	1706 THOMAS AVE N	MINNEAPOLIS, MN 55411	0.12	M&O	SF LK	Secondary	\$	1,100.00
14180545	WHITE, JEFFREY JACOB & HEATHER MARIE	3045 117TH AVE NE	BLAINE MN 55449	0.12	M&O	SF LK	Secondary	\$	1,100.00
14180546	CARMICHAEL, ROBERT C & LORI A	16135 NARCISUS ST NW	ANDOVER MN 55304	0.13	M&O	SF LK	Secondary	\$	1,100.00
14180547	CUMMINGS, DANIEL M & PEGGY	1929 FAIRMOUNT AVE	ST PAUL, MN 55105	0.14	M&O	SF LK	Secondary	\$	1,100.00
14180548	HANSON, ROLF	2665 EAGLE VALLEY DR	WOODBURY MN 55129	0.19	M&O	SF LK	Secondary	\$	1,100.00
14180549	MCNAMARA, EMILY	4 MERILANE AVE	MINNEAPOLIS MN 55436	0.37	M&O	SF LK	Secondary	\$	1,100.00
14180550	SKAAR, DONALD R & NANCY E FAMILY TRUST	36622 TIMBER LANE	CROSSLAKE MN 56442	0.17	M&O	SF LK	Secondary	\$	1,100.00
14180551	MOYNAGH, MICHAEL J & MARGARETE	1521 15TH STREET CT N	LAKE ELMO MN 55042	0.19	M&O	SF LK	Secondary	\$	1,100.00
14180552	MOYNAGH, JEROME W & MARY C	4380 EVERGREEN DRIVE	VADNAIS HEIGHTS MN 55127	0.18	M&O	SF LK	Secondary	\$	1,100.00
14180553	COMMON AREA			1.46	M&O		Secondary	\$	-
14180561	NICK, LINDA MAE	1659 17TH AVE NW	NEW BRIGHTON, MN 55112	0.96	M&O	SF LK	Primary	\$	2,200.00
14180562	WOYTCKE, JAMES G	825 101 NW	MONTICELLO, MN 55362	0.96	M&O	SF LK	Primary	\$	2,200.00
14180563	J M & B HOLDINGS LLC	12038 HARBOR LN	CROSSLAKE MN 56442	6.84	M&O	SF LK	Primary	\$	9,350.00
14180564	ILLIES, JASON M	19631 HUDSON CIR NW	ELK RIVER, MN 55330	0.97	M&O	SF LK	Primary	\$	2,200.00
14180565	MONSON, MICHELLE K TRUST	14465 PACKARD ST NE	HAM LAKE MN 55304	1.85	M&O	SF LK	Primary	\$	2,200.00
14180566	MONSON, MICHELLE K TRUST	14465 PACKARD ST NE	HAM LAKE MN 55304	0.46	M&O	SF LK	Primary	\$	2,200.00
14180567	LARSON, SCOTT A & STACY L	4936 KNOX AVE S	MINNEAPOLIS, MN 55419	1.38	M&O	SF LK	Primary	\$	2,200.00
14180568	LARSON, SCOTT A & STACY L	4936 KNOX AVE S	MINNEAPOLIS, MN 55419	1.25	M&O	SF LK	Primary	\$	2,200.00
14180569	LARSON, SCOTT A & STACY L	4936 KNOX AVE S	MINNEAPOLIS, MN 55419	0.46	M&O	SF NON LK	Primary	\$	1,100.00
14180570	ISENSEE, LOREN L & BRENDA M	1991 COUNTY RD 10	CHATFIELD, MN 55923	1.41	M&O	SF LK	Primary	\$	2,200.00
14180571	ISENSEE, LOREN L & BRENDA M	1910 COUNTY ROAD 10	CHATFIELD, MN 55923	0.97	M&O	SF LK	Primary	\$	2,200.00
14180572	LEAVITT, PAUL A & KATHLEEN	11872 HARBOR LN	CROSSLAKE MN 56442	0.72	M&O	SF LK	Primary	\$	2,200.00
14180573	BUTLER FAMILY REVOCABLE LIV TRUST EDWARD A & DORIS R BUTLER TRUSTEES	11856 HARBOR LN	CROSSLAKE, MN 56442	0.76	M&O	SF LK	Primary	\$	2,200.00
14180574	WATERS, SCOTT F & SHANNON M	11850 HARBOR LN	CROSSLAKE MN 56442	0.8	M&O	SF LK	Primary	\$	2,200.00
14180575	HEINECKE, JEREMY P & JENNIFER ANNE	16226 84TH PL N	MAPLE GROVE MN 55311	0.36	M&O	SF LK	Primary	\$	2,200.00

HARBOR LANE IMPROVEMENTS

CITY OF CROSSLAKE, MN

PRELIMINARY ASSESSMENT

5-Aug-25

[illegible]

G.
3.
d.
1.

GOLF VIEW OWNERS ASSOCIATION INC

PO Box 23, Crosslake, MN 56442

August 4, 2025

Mayor Jackson Purfeerst
13888 Daggett Bay Road
Crosslake, Minnesota 56442

Dear Mayor Purfeerst,

Please accept this letter as a formal response by Golf View Owners Association (14345-14411 Swann Drive) to the City of Crosslake's April 10 letter regarding Year 2 Road Improvements on Swann Drive.

The property owners of Golf View Owners Association Inc (GVOA) are disputing the City of Crosslake (City) special assessment charging for mill and overlay (M&O) maintenance services performed on Swann Drive abutting their properties.

M&O is a periodic and routine maintenance procedure necessary to ensure the City continues to receive property taxes and licensing fees from current and future development. In respect to Swann Drive, it is performed to benefit the City as a whole.

Swann Drive is used by the community as a short cut between county road 66 and county highway 3. It is also frequently used by the public to access Town Square, Mad Rabbit's, Barstock Liquors, Reed's Market, Ace Hardware, Pine Peaks, Whitefish Lodge, and Crosslake Community School.

In addition to the existing local businesses, Swann Drive is expected to receive an influx of new traffic related to the Phase 3 development of Town Square and construction of the National Loon Center (NLC). The NLC is projected to draw thousands of new visitors each year and provide an economic boost to the community.

The City is authorized to raise money using its police powers (enforce regulations, impose fines, remediate nuisances, etc.); or, under its taxing powers. A direct assessment is a charge the City levies against a property owner under its taxing powers, for something that disproportionately benefits that property owner.

In conclusion, GVOA contends the M&O charges to its owners constitute a non-uniform tax, and because the services do not confer a **special benefit** on the GVOA properties, the charges do not have a legal basis. Case law has held that non-uniform taxes, unlike fees charged under a municipality's police powers, require a showing of special benefit to the properties charged.

Sincerely,

A handwritten signature in black ink, appearing to read 'CKotval', with a stylized flourish at the end.

Chris Kotval

President

Golf View Owners Association Inc

E: cc2thelake@gmail.com

P: 612-308-3897

G.3.e.

MEMO TO: City Council

FROM: Public Works Commission

DATE: August 6, 2025

SUBJECT: Feasibility Study for Sunrise Blvd

At its meeting on 8/4/25 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:

Rob Kniefel of 34368 Sunrise Blvd, Laurie Prem of 34250 Sunrise Blvd and John McEnroe of 34270 Sunrise Blvd discussed their Petition for Local Improvements and had enough signatures required for the petition. The petitioners are requesting Sunrise Blvd to be placed back on the road improvement repair schedule. Laurie stated that their tax statements do not state the 1/17 of the common property, but the 17 properties do pay taxes and insurance on the "Common" Association Lots. Phil stated if the common lots are owned by 1/17 property owners that brings them over the 35% requirements.

A MOTION WAS MADE BY TOM SWENSON AND SECONDED BY DAVE SCHRUPP TO RECOMMEND TO THE CITY COUNCIL THAT WE ACCEPT THIS PETITION TO MOVE FORWARD AND WORK WITH CITY ENGINEER PHIL MARTIN AND BOLTON & MENK TO COMPLETE A FEASIBILITY STUDY FOR SUNRISE BLVD. A ROLL CALL VOTE CARRIED WITH ALL AYES.

Sec. 42-90. - Initiation of an improvement project.

Public improvement projects can be initiated in the following ways:

- (1) Public improvements projects may be initiated by petition of owners of at least 35 percent in frontage of the property abutting the proposed improvement. A three-fifths majority vote of the city council is required to commence the project.
- (2) Public improvements also may be initiated by the city council when, in its judgment, such action is required. A four-fifths majority vote of the council is required to initiate the proceedings.
- (3) If 100 percent of the affected landowners sign the petition requesting the improvements, then the city may omit the feasibility study and preliminary public hearing as required in M.S.A. ch. 429.
- (4) The cost of a feasibility study shall be included in the final assessment of the project. If a project is not ordered, then the cost of a feasibility study will be paid by the city.

(Ord. No. 94, § 2(10.2), 2-9-1998; Ord. No. 358, 8-12-2019)

8a.

City Clerk

From: laurel@uslink.net
Sent: Tuesday, July 29, 2025 12:56 PM
To: cityclerk@crosslake.net; Jackson Purfeerst
Cc: kniefel5@msn.com; 'Nancy McEnroe'; Laurie Prem
Subject: Sunrise Boulevard Road Petition
Attachments: CROSS -- SBNI Road Petition 2025.pdf; Hovda Sunrise Blvd Road Doc Document_2025-07-28_072001.pdf

Good afternoon! Since the day Mayor Purfeerst and City Clerk Nelson called me earlier in July, we have collected two more signatures from Sunrise Boulevard residents. We have a commitment for one more, but due to logistics they may not have that in our hands until after the 8/4 meeting. But as we do the math, for a 35% commitment of residents, given we have 17 households on the boulevard, an extra lot at Prem's, and 3 lots that belong to the SBNI nonprofit, that's 21 lots and 35% of that would be 8 signatures (which were turned in originally in early July), and we now have 10 signatures. This seems to be enough to meet the 35% for the August 4 meeting, but please let me know if the calculation needs to be done differently. We will assume we have a sufficient count and have met the 35% unless we hear otherwise from you, but please confirm either way. Residents of Sunrise Boulevard, led by Rob Kniefel, will plan to attend the August 4 public works meeting (4 p.m.) to ensure Sunrise Boulevard is placed back on the road repair schedule.

Please let me know if you need anything else from us on this, or if I need to send it to someone else (or if I need to bring the original to City Hall). I have the original, of course, but am attaching the scanned version and one electronic set of signatures which were emailed from out of state by supporters Dave & Tracy Hovda).

Thank you for all that you do!

Laurie Prem, Sunrise Boulevard Resident (filling in for Nancy & John McEnroe)
laurel@uslink.net / 612-750-3316

8.b.
Sunrise Boulevard
Crosslake, MN
56442

PETITION FOR LOCAL IMPROVEMENT

(MORE THAN 35% OF PROPERTY OWNERS)

Crosslake, Minnesota July 5th, 2025

To the City Council of Crosslake, Minnesota:

We, the undersigned, owners of not less than 35 percent in frontage of the real property abutting on Sunrise Blvd Street, between the _____ line of _____ Street hereby petition that such street is improved by _____ pursuant to Minnesota Statutes, Chapter 429.

Owner's Name (Please Print)	Owner's Signature	Legal Description of Property or Real Estate Code
1. <u>JOHN & NANCY McFAROE</u>	<u>John McFaroe</u> <u>Nancy McFaroe</u>	CITY OF CROSSLAKE SEC. 30 TWP 137 RANGE 027 ACRES 0 SUNRISE BEACH LOT 14 14300654
2. <u>Tim Prem</u> <u>Laural Prem</u>	<u>Timothy Prem</u> <u>Laural C. Prem</u>	Parcel ID - 14300651 14300652
3. <u>Craig Brown</u> <u>Rachael Brown</u>	<u>Craig Brown</u> <u>Rachael Brown</u>	Parcel ID 14300664
4. <u>Rolle J. Kniefel</u> <u>Karla Kniefel</u>	<u>Rolle J. Kniefel</u> <u>Karla Kniefel</u>	Parcel ID 14300662
5. <u>Tim Kingan</u> <u>Monica Kingan</u>	<u>Tim Kingan</u> <u>Monica Kingan</u>	Parcel ID 14300655
6. <u>Teen Nickman</u> <u>Jim Nickman</u>	<u>Teen Nickman</u> <u>Jim Nickman</u>	City of Crosslake, sec 30 TWP 137 Range: 027 Sunrise Beach lot 15 14300653
7. <u>Jerry Roust</u> <u>Joyce Roust</u>	<u>Jerry Roust</u> <u>Joyce Roust</u>	Parcel ID 14300665
8. <u>Cathy Bratek</u> <u>Mike Bratek</u>	<u>Cathy Bratek</u> <u>Mike Bratek</u>	Parcel ID 14 1740000020009 14300666
9. _____	_____	
10. _____	_____	
11. _____	_____	

8c.

ADDENDUM TO PETITION FOR LOCAL IMPROVEMENT

(MORE THAN 35% OF PROPERTY OWNERS)

Crosslake, Minnesota July 5, 2025 _____

To the City Council of Crosslake, Minnesota:

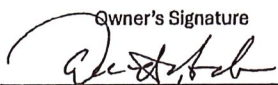
We, the undersigned owners of not less than 35% percentage in frontage of the real property abutting on
Sunrise Boulevard Street, between the _____ line of _____
Street and the _____ line of _____ Street hereby
Petition that such street is improved by _____ pursuant to Minnesota Statutes, Chapter 429.

Owner's Name (printed)

Owner's Signature

Legal Description of Property or Real Estate Code

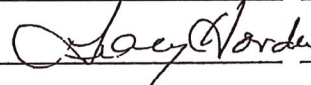
DAVID HOVDA



Property ID: 14300656

Sec: 30 TWP 137 Rng: .027 Sunrise Beach Lot 12

Tracy Hovda



same as above

This Document: CROSS -- SBNI Road Petition Addendum 2025.docx

ORIGINAL SIGNED FILE: CROSS -- SBNI Road Petition 2025.pdf



Real People. Real Solutions.

G. 3. e. 1.
7656 Design Road
Suite 200
Baxter, MN 56425-8676

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

August 7, 2025

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

RE: Engineering Proposal
Sunrise Boulevard Improvements

Dear Pat:

At the August 4, 2025 Public Works Commission meeting the petition for improvement of Sunrise Boulevard was discussed and Bolton & Menk was directed to prepare a proposal to complete a feasibility study for improvements to Sunrise Boulevard consistent with the Statute 429 process and City of Crosslake standards.

Understanding: The City of Crosslake was presented with a petition from property owners along Sunrise Boulevard requesting improvement of Sunrise Boulevard. A review of the petition suggests that the petition meets the criteria to be considered a valid petition for improvement relative to the Statute 429 process.

In 2023, the pavement condition of Sunrise Boulevard was rated as a 4 which indicates that the improvement approach would be a full depth reclamation if adequate base material is present or complete reconstruction if the subbase material is not structurally adequate.

The Statute 429 process requires the preparation of a feasibility study and improvement hearing to be completed prior to City Council decision whether to proceed with preparation of the plans and specifications.

Scope of Services: We propose to provide the following services.

1. Field Topographic/Boundary Survey, Geotechnical Investigation – Our staff would provide field survey services to collect data along the road alignment. We do not anticipate encountering wetlands within the construction area so we have not included that service. Our staff would also identify pertinent property boundary details and we would retain a geotechnical firm to complete soil borings to characterize the soils beneath the pavement. We assume that adequate right of way is available and that no additional easements will be necessary. If easement assistance is required, we will provide a proposal for those services to the City.

2. Feasibility Report Preparation & Improvement Hearing – We would complete a preliminary design to identify impacts and estimate costs associated with completing the improvements. The report would include a mock assessment roll and would be presented to the City Council for review and acceptance. Upon City Council acceptance of the Feasibility Report, we would facilitate the Public Improvement Hearing as part of the Statute 429 process.

Schedule:

Based on our understanding of the proposed improvements and the assumption that the City of Crosslake would intend to construct the improvements during the 2026 construction season, we propose the following schedule:

- Field Topographic/Boundary Survey, Geotechnical Investigation September 2025
- Feasibility Report October 2025
- Public Improvement Hearing November 2025

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 Field Topographic/Boundary Survey, Geotechnical Investigation*	\$ 11,800
2.0 Feasibility Report & Improvement Hearing	\$ 5,945
Total	\$ 17,745
<i>*Geotechnical Soil Investigation Budget - Bolton & Menk would obtain quotes from geotechnical firms to conduct soil investigation and provide to the City for selection. Based on our experience, we have assumed a budgetary amount of \$5,000 for the geotechnical firm and our coordination.</i>	

If the City of Crosslake decides to proceed with the improvements after the Public Improvement Hearing, we will provide an engineering proposal for final design, bidding, and construction engineering services.

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

Hi Char

I attached the files you sent me. Based on my review, I think they may have a valid petition. From LMC, I see that by petition, the petition must have the signatures of the owners of at least 35% in frontage of the property bordering the proposed improvements.

Sunrise Blvd has 3 large lots on the west side of the road that are Sunrise Beach, Neighbors Inc. I assume these are comment ownership amongst all in the Association. Tim Prem's address is listed as the address for those properties.

If I exclude those "common" lots, the petition has signature of about 54% of the remaining properties. Since the lots are "common", I think they would either be excluded or apportioned based on the individual property petition basis. My work is shown below:

PIN	OWNNAME	OWADR1	OWADR2	FRONTING FOOT	
14300500	SUNRISE BEACH, NEIGHBORS INC	34250 SUNRISE BLVD	CROSSLAKE MN 56442		145.52 Common
14300611	SUNRISE BEACH, NEIGHBORS INC	34250 SUNRISE BLVD	CROSSLAKE MN 56442		830 Common
14300612	SUNRISE BEACH, NEIGHBORS INC	34250 SUNRISE BLVD	CROSSLAKE MN 56442		618.2 Common
14300613	BUTORAC, TERRY M REV TRST(UND 1/2)	2169 125TH LANE NW	COON RAPIDS, MN 55448		250.7
14300650	BLOOM, WAYNE LOUIS	P O BOX 112	HAMEL, MN 55340		90.19
14300651	PREM, TIMOTHY J	34250 SUNRISE BLVD	CROSSLAKE, MN 56442		128.3
14300652	PREM, TIMOTHY J	34250 SUNRISE BLVD	CROSSLAKE, MN 56442		110
14300653	NICKMAN, JAMES D & JEAN G REVOC TRUST	1156 HUDSON TRL	LINO LAKES MN 55038		111
14300654	MCENROE, NANCY TRUST	34270 SUNRISE BLVD	CROSSLAKE MN 56442		104
14300655	KIRGAN, TIMOTHY J & MONICA J	3481 NW 93RD AVE	POLK CITY, IA 50226		103.91
14300656	HOVDA FAMILY LIVING TRUST	1900 MIRAMONTE AVE	MOUNTAIN VIEW CA 94040		91.73
14300657	VIRKUS, KARL & BETH	9900 261ST AVE NW	ZIMMERMAN MN 55398		89.92
14300658	HOLLY, CHRISTIAN	4243 ALDEN DR	EDINA MN 55416		91.9
14300659	HOLLY, THEODORE G & JOY A	9155 FLYWAY CIR	EDEN PRAIRIE MN 55347		72.23
	HINKLE, TODD A REV TRUST CREATED, TODD A &				
14300660	KIMBERLY J HINKLE TRUSTEES	13063 DANUBE LN	ROSEMOUNT, MN 55068		70.18
14300661	HEROLD, TIMOTHY & COLLEEN	15 PETERSON PL N	NORTH OAKS MN 55127-2608		76.12
14300662	KNIEFEL, ROBBE J & KARLA K	34368 SUNRISE BLVD	CROSSLAKE MN 56442		86.46
14300663	CONZEMIUS, MARY JO REV TRUST	3000 ST ALBANS MILL RD # 307	MINNETONKA MN 55305-5375		84.76
14300664	BROLIN FAMILY TRUST	253 176TH AVE E	REDINGTON SHORES FL 33708		84.74
14300665	ROUST, JOYCE E TRUST	38109 HONEYSUCKLE LANE	NORTH MANKATO MN 56003		97.86
14300666	BRATEK, CATHERINE A TRUST AGR	13580 GUILD AVE	APPLE VALLEY MN 55124		99.38
14300667	BUTORAC, TERRY M REV TRST(UND 1/2)	2169 125TH LANE NW	COON RAPIDS, MN 55448		190.12
					3627.22
	signed petition				2033.5 exclude common
					1107.3 54%



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

☎ (218) 821-7265



G.3.f.

July 14, 2025

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

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

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

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

Over the past year the City and County have had multiple conversations related to the proposed right turn lanes and the striped width of the travel lanes. Through guidance received from the City, the County plans to move forward with striping the travel lanes at 11 feet wide (allowing for 1 foot of additional paved shoulder), installing centerline rumble strips (for added safety with the narrower 11 foot lanes), and foregoing the right turn lane at Perkins road.

The purpose of this letter is to inform you that this project is currently in the preliminary planning and design phase. If the City wishes to address any certain aspects of this project, or bid any resurfacing project jointly, please contact me by October 2025 so your concerns can be addressed. Meeting this deadline will ensure the project remains on schedule for the project letting date.

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

Sincerely,

Jordan D. Larson
Senior Engineer/ Project Manager

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

Our Vision: Being Minnesota's favorite place.

Our Mission: Serve well. Deliver value. Drive results.

Our Values: Be responsible. Treat people right. Build a better future.

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