

**AGENDA  
REGULAR COUNCIL MEETING  
CITY OF CROSSLAKE  
MONDAY, SEPTEMBER 8, 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. Thomas Ruether, 12140 Anchor Point Rd, no registration (Council Action-Motion)
2. Chad Dixon, 38325 County Road 3, 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 – Recap of 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 August 11, 2025
2. August 2025 Budget Revenues
3. August 2025 Budget Expenditures
4. August 2025 Balance Sheet
5. Police Reports for Crosslake, Mission Township and City of Manhattan Beach – August 2025
6. Fire Department Report – August 2025
7. Public Safety Commission Meeting Minutes of August 6, 2025
8. Parks & Recreation/Library Commission Minutes of June 25, 2025
9. Public Works Meeting Minutes of August 4, 2025
10. Planning & Zoning Commission Meeting Minutes of July 25, 2025
11. Waste Partners Recycling Report for July 2025
12. Approval of F.I.R.E. Invoice
13. Bills for Approval

**E. MAYOR'S AND COUNCIL MEMBERS' REPORT**

1. Peter Graves – Phase 1 Park Master Plan Update
2. Bella Montague, Cedar Creek Energy – Solar Panel Systems Grant
3. Resolution Accepting Donations (Council Action-Motion)
4. Recommendation to Issue Request for Proposals (RFP's) for Cleaning Services (Council Action-Motion)

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

1. Resolution Approving the Decertification of Tax Increment Financing District No. 1-9 of the City of Crosslake (Council Action-Motion)
2. Second Reading and Approval of Ordinance Naming an Unnamed Road as Sunup Trl and Approval to Publish Summary in Official Newspaper (Council Action-Motion)
3. Memo dated September 5, 2025 from Lori Conway Re: Change in Benefits Administration Agent
4. Memo dated September 5, 2025 from Lori Conway Re: Update on City Hall Hours of Operation

**G. COMMISSION REPORTS**

1. PUBLIC WORKS/CEMETERY/SEWER
  - a. Memo dated September 2, 2025 from Public Works Commission Re: Simonson Lumber Sewer Connection (Council Action-Motion)
  - b. Pay Request No. 3 for Harbor Lane Road Improvements (Council Action-Motion)
  - c. Memo dated September 2, 2025 from Public Works Commission Re: Acceptance of Wilderness Parkway (Council Action-Motion)
2. PUBLIC SAFETY
  - a. Resolution in Support of Applying for \$50,000 Sourcewell Public Safety Impact Funding (Council Action-Motion)

**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**



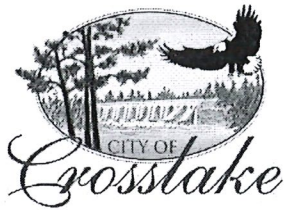
## STR Appeals

### 1. Thomas and Holly Ruether – 12140 Anchor Point Rd

Renting without a license: An STR advertisement was located on Facebook, posted by “Holly N Rudy”. See attachments for ad, Facebook profile as well as messages with Holly N Rudy, in which it was discovered that they have owned the property since 2002 and have been renting 3-4 times a summer for the past 3 years.

### 2. Chad Dixon – 38325 Co Rd 3

Renting without a license: Chad completed the online application and paid fee. He did not pass his fire/life safety inspection due to a failing septic system. He was not granted a license and was found to be advertising/renting. See attachments for ad, fire/life safety inspection document, appeal from Chad and communication between Chad and the city. \*\*Chad has since upgraded septic system. Date of Installation: 8/21/25



B.I.

Monday, July 21, 2025

To: Thomas & Holly Ruether  
20635 83<sup>rd</sup> Ave  
Kimball, MN 55353

Re: Unregistered Short-Term Rental

Thomas & Holly Ruether,

The City has become aware you are operating **12140 ANCHOR POINT RD, CROSSLAKE, MN 56442** as a short-term rental:

Facebook Listing: <https://www.facebook.com/marketplace/item/2506627073062520>

As the owner of this property, you are in violation of Crosslake City Ordinance No. 395, Sec. 23-3: "No Short-Term Rental may be operated without a valid Short-Term Rental License issued pursuant to this ordinance."

You have been issued the enclosed fine per Sec. 23-12. e: Failure to License. All penalties shall be paid within fourteen (14) days of the date of citation. If the owner disputes the violation, the owner shall file a written appeal with the City of Crosslake within fourteen (14) days of the citation.

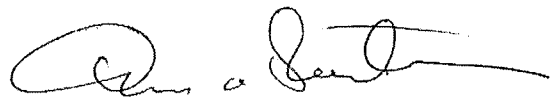
You must cease operations immediately upon receiving this notice or you may be subject to incurring more fines.

Lori Conway  
City Administrator

To whom it may concern,  
I would like to appeal my fine  
on a violation I received regarding  
street term parking. I would like  
to go in front of the appeals board

Thank you for your time

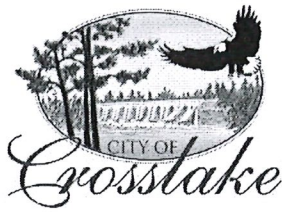
Thomas A. Ruetler



320-248-8634

20635 83<sup>RD</sup> and

Kimball, MN 55353



B.  
Z.

Monday, July 21, 2025

To: Chad Dixon  
34970 East Shore Rd  
Crosslake, MN 56442

Re: Unregistered Short-Term Rental

Mr. Dixon,

The City has become aware you are operating **38325 COUNTY RD 3, CROSSLAKE, MN 56442** as a short-term rental:

Airbnb Listing: Little Pine Lodge on the Whitefish Chain Crosslake - Houses for Rent in Crosslake, Minnesota, United States - Airbnb

As the owner of this property, you are in violation of Crosslake City Ordinance No. 395, Sec. 23-3: "No Short-Term Rental may be operated without a valid Short-Term Rental License issued pursuant to this ordinance."

You, along with other STR owners, were mailed a letter from the City dated March 7, 2025, providing notification of this ordinance as well as the steps to take to register. Additionally, you were advised by the fire chief on 6/5/25 that this property is ineligible to rent due to a failing septic system.

You have been issued the enclosed fine per Sec. 23-12. e: Failure to License. All penalties shall be paid within fourteen (14) days of the date of citation. If the owner disputes the violation, the owner shall file a written appeal with the City of Crosslake within fourteen (14) days of the citation.

You must cease operations immediately upon receiving this notice or you may be subject to incurring more fines.

Lori Conway  
City Administrator

**Appeal of Short-Term Rental Violation**

**Property Address:** 38325 County Road 3, City of Crosslake

**Date:** August 13, 2025

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

Dear Ms. Conway,

I am writing to formally appeal the \$3,000 citation dated July 21, 2025, concerning the alleged operation of an unlicensed short-term rental at 38325 County Road 3.

**1. Active Pending Application**

My application for a Short-Term Rental License for this property has been in *Pending Approval* status since March 10, 2025, as reflected in the City's MuniRevs portal. I have paid all required fees and submitted the necessary documentation in good faith. At no point prior to receiving this citation was I informed that my application had been denied or that I was prohibited from operating the rental while awaiting review.

**2. Good Faith Compliance Efforts**

On June 5, my wife Michelle and I completed all necessary property inspections with the Fire Chief for our properties in Crosslake providing very helpful safety information and recommendations at each property. During this process, we discussed the property's septic compliance documentation. I understood that the system was considered compliant, albeit possibly undersized. I anticipated that any formal determination affecting my application would be communicated in writing—whether through approval, a request for additional information, or, if necessary, a formal cancellation of the pending application with a refund of the associated fee. However, no such communication occurred before the issuance of this citation.

**3. Timely Response Constraints**

The certified letter regarding this citation appears to have been signed for by one of my children around July 30, while I was out of town from July 30 to August 3. Subsequently, I was hospitalized from August 6 to August 10, which delayed my ability to respond promptly. I am submitting this appeal at the earliest opportunity following my recovery.

**4. Request for Relief**

Considering the pending status of my license application, my demonstrated efforts to comply with city regulations, and the absence of prior notice requiring the immediate cessation of rental activities, I respectfully request that the \$3,000 fine be rescinded. Alternatively, I request that the fine be suspended until my application receives its final review.

I remain committed to full compliance with the City's requirements and am prepared to provide any additional documentation needed.

Sincerely,  
Chad Dixon  
34970 East Shore Blvd  
Crosslake, MN 56442  
(612) 270-0459  
[chad@stayonthechain.com](mailto:chad@stayonthechain.com)



D.  
1.

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

The Crosslake City Council held the Regular Council Meeting on Monday, August 11, 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, Park & Recreation Director TJ Graumann, Public Works Director Pat Wehner, Fire Chief Chip Lohmiller, Police Chief Jake Maier, City Engineer Phil Martin, and Echo Publishing Reporter Tom Fraki. City Attorney Joe Langel and Police Administrative Assistant Jen LeBlanc attended via Zoom. There were approximately twenty 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 08R-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. SHORT-TERM RENTAL APPEALS**

1. Lori Conway reported that the property at 38646 Windsor Ave was operating as a Short-Term Rental but has not obtained a City-issued license. Owner, Cole Volkers, appealed the \$3,000 fine, by written letter, because there was confusion surrounding the application process and uncertainty about the expectations. Mr. Volkers was not present at this meeting. Jen LeBlanc stated that Mr. Volkers is in the process of applying for a license. Chip Lohmiller stated that he has not inspected the property yet. MOTION 08R-02-25 WAS MADE BY SANDY FARDER AND SECONDED BY BOB HEALES TO ACCEPT \$1,000 IN FINES SHOULD MR. VOLKERS COMPLETE THE LICENSING PROCESS BY THE END OF THE MONTH. MOTION CARRIED WITH ALL AYES.
2. Lori Conway reported that the City received two complaints regarding trash at the short-term rental at 35059 County Road 3, operated by Ben and Zoie Vanden Wymelenbergh. After the first complaint, the City called and let them know to correct the issue and then a second complaint came in. Ben Vanden Wymelenbergh appeared via Zoom and stated that the fee schedule for the fines was not apparent when he was filling out the paperwork and would have been more proactive if he had known the fine was \$1,000. Jackson Purfeerst stated that the City will add a copy of the fee schedule to the paperwork next year. Jen LeBlanc stated that the application does require applicants to acknowledge that they have read and understand the ordinance, which references the fee schedule. MOTION 08R-03-25 WAS MADE BY ROBIN SYLVESTER AND SECONDED BY BOB HEALES TO REDUCE THE FINE FOR TRASH VIOLATION TO \$500 FOR PROPERTY AT 35059 COUNTY ROAD 3. MOTION CARRIED WITH ALL AYES.
3. Lori Conway reported that the City received two complaints regarding trash at the short-term rental at 12392 Ivy Lane, operated by David and Erin Olson. After the first complaint, the City called and let them know to correct the issue and then a second complaint came in. The Olsons appeared via Zoom and Erin Olson stated that they had

had problems with the system from the beginning and were never notified that Crosslake was taking over the application process. Ms. Olson stated that she is the main contact of the business and that Chip Lohmiller spoke to her husband, David, regarding the trash complaint. Ms. Olson gave a lengthy report regarding issues with their neighbor, temporary structures for trash cans, definition of roadside, and suggested changes to the ordinance. MOTION 08R-04-25 WAS MADE BY SANDY FARDER AND SECONDED BY ROBIN SYLVESTER TO REDUCE THE FINE FOR TRASH VIOLATION TO \$500 FOR PROPERTY AT 12392 IVY LANE. MOTION CARRIED WITH ALL AYES.

#### **C. PUBLIC FORUM**

1. Pat Netko of the Crosslakers reported that they will be hosting Crosslake's Future – A Community Visioning Event – on Thursday, August 21, from 5:30pm to 7:30pm at The Gathering Event Center at 34212 County Road 3 and everyone is welcome to attend.
2. MOTION 08R-05-25 WAS MADE BY SANDY FARDER AND SECONDED BY JAYME KNAPP TO APPROVE THE SERVING OF CHILI ON SATURDAY, SEPTEMBER 27, 2025, ACCORDING TO THE MN DEPARTMENT OF HEALTH'S RULES AND GUIDELINES FOR CROSSLAKE DAYS. MOTION CARRIED WITH ALL AYES.

MOTION 08R-06-25 WAS MADE BY BOB HEALES AND SECONDED BY JAYME KNAPP TO ALLOW THE CLOSURE OF PIONEER DRIVE ON SATURDAY, SEPTEMBER 27, 2025, FOR THE CORN HOLE TOURNAMENT AND STREET DANCE. MOTION CARRIED WITH ALL AYES.

#### **D. CONSENT CALENDAR – MOTION 08R-07-25 WAS MADE BY JACKSON PURFEERST AND SECONDED BY SANDY FARDER TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR:**

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 in the Amount of \$253,570.44
  - 18 Additional Bills for Approval in the Amount of \$36,153.16
- MOTION CARRIED WITH ALL AYES.

**E. MAYOR'S AND COUNCIL MEMBERS' REPORT**

1. MOTION 08R-08-25 WAS MADE BY ROBIN SYLVESTER AND SECONDED BY JAYME KNAPP TO APPROVE RESOLUTION NO. 25-20 ACCEPTING DONATIONS FROM PAL FOUNDATION IN THE AMOUNT OF \$48,313.90 FOR PICKLEBALL, FROM CROSSLAKE FIREFIGHTERS RELIEF ASSOCIATION IN THE AMOUNT OF \$14,495.00 FOR LUCAS CHEST COMPRESSION DEVICE, FROM CROSSLAKE FIREFIGHTERS RELIEF ASSOCIATION IN THE AMOUNT OF \$13,906.00 FOR GEAR EXTRACTOR, FROM CROSSLAKE FIREFIGHTERS RELIEF ASSOCIATION IN THE AMOUNT OF \$11,542.50 FOR AUTO EXTRICATION TOOL, AND FROM CAROLYN BREITBACH IN THE AMOUNT OF \$50.00 FOR THE FIRE DEPARTMENT IN MEMORY OF STEVE ROE. MOTION CARRIED WITH ALL AYES.
2. Jackson Purfeerst reported that he publicized a letter from himself to North Memorial Health Ambulance dated August 6, 2025 regarding lack of dedicated ambulance coverage in Crosslake. Mayor Purfeerst noted that North Memorial changed their staffing model in 2023 and their response times in Crosslake have increased significantly.
3. Jackson Purfeerst reported that he publicized a Community Update dated August 9, 2025 regarding ambulance service, including the history of ambulance service in Crosslake. Mayor Purfeerst noted that he, Chief Lohmiller, Jory Danielson, and representatives from North Memorial met today and discussed working to make service better for Crosslake residents.
4. MOTION 08R-09-25 WAS MADE BY JAYME KNAPP AND SECONDED BY SANDY FARDER TO EXPLORE AND CONTINUE TO SEEK GRANTS, FUNDING, AND PROPOSALS FOR HIGH-SPEED ELECTRIC VEHICLE CHARGING STATION AT THE FIRE HALL AND INSTALLATION OF SOLAR POWER SYSTEMS IN CITY BUILDINGS. MOTION CARRIED WITH ALL AYES.
5. Jackson Purfeerst read a memo dated August 10, 2025 regarding a policy on City-led community partnership projects, which would clarify the process and responsibilities of the individuals involved. All projects would be assigned a city staff liaison to lead the City portion of the project. MOTION 08R-10-25 WAS MADE BY SANDY FARDER AND SECONDED BY BOB HEALES TO APPROVE THE POLICY ON CITY-LED COMMUNITY PARTNERSHIP PROJECTS AND TO ADD THE WORD "CITY" BEFORE THE WORD "PROJECT" IN THE SECOND SENTENCE OF KEY POLICY POINTS #2. MOTION CARRIED WITH ALL AYES.

**F. CITY ADMINISTRATOR'S REPORT**

1. MOTION 08R-11-25 WAS MADE BY ROBIN SYLVESTER AND SECONDED BY BOB HEALES TO APPROVE THE CITY OF CROSSLAKE DATA PRACTICES



POLICY FOR THE PUBLIC DATED AUGUST 1, 2025. MOTION CARRIED WITH ALL AYES.

2. MOTION 08R-12-25 WAS MADE BY SANDY FARDER AND SECONDED BY ROBIN SYLVESTER TO REVISE THE EMPLOYEE HANDBOOK TO STATE THAT EMPLOYEES THAT 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. MOTION CARRIED WITH ALL AYES. Robin Sylvester stated that she would like to consider lowering the eligibility threshold for employees that work at least 20-25 hours per week, for 2026.
3. Char Nelson presented the first reading of Ordinance Naming an Unnamed Road as Sunup Trl and Adding the Road Name to the Master Road Name Index. No comments from the Council or public were received. The second reading and approval of ordinance will take place no later than September 8, 2025.

## **G. COMMISSION REPORTS**

### **1. PUBLIC SAFETY**

- a. MOTION 08R-13-25 WAS MADE BY SANDY FARDER AND SECONDED BY BOB HEALES TO APPROVE THE REVISED CROSSLAKE FIREFIGHTERS' RELIEF ASSOCIATION BYLAWS REGARDING PENSION. MOTION CARRIED WITH ALL AYES.
- b. MOTION 08R-14-25 WAS MADE BY JAYME KNAPP AND SECONDED BY BOB HEALES TO DIRECT STAFF TO PAINT THE CURB YELLOW AT THE INTERSECTION OF COUNTY ROAD 66 AND DAGGETT PINE ROAD. MOTION CARRIED WITH ALL AYES.
- c. MOTION 08R-15-25 WAS MADE BY BOB HEALES AND SECONDED BY JAYME KNAPP TO SUBMIT A FORMAL REQUEST TO THE CROW WING COUNTY HIGHWAY DEPARTMENT TO PLACE "NO JUMPING" SIGNS ON EACH END OF BRIDGE ON COUNTY ROAD 66 BETWEEN YOUR BOAT CLUB AND MARINE MAX. MOTION CARRIED WITH ALL AYES.
- d. Robin Sylvester read a letter from Sheriff Eric Klang to U.S. Immigration & Customs Enforcement. Ms. Sylvester stated that the City of Brainerd approved a resolution in support of the Sheriff's efforts to work with ICE and suggested that Crosslake do the same. MOTION 08R-16-25 WAS MADE BY SANDY FARDER AND SECONDED BY BOB HEALES TO APPROVE RESOLUTION NO. 25-21 SUPPORTING CROW WING COUNTY SHERIFF'S OFFICE AGREEMENT. MOTION CARRIED WITH ALL AYES.

### **2. PARK AND RECREATION/LIBRARY – None.**

### **3. PUBLIC WORKS/CEMETERY/SEWER**

- a. MOTION 08R-17-25 WAS MADE BY ROBIN SYLVESTER AND SECONDED BY BOB HEALES TO APPROVE PAY REQUEST NO. 2 (FINAL PAYMENT) FROM ACM, LLC FOR THE MILINDA SHORES BRIDGE WINGWALL IMPROVEMENTS IN THE AMOUNT OF \$6,158.50. MOTION CARRIED WITH ALL AYES.
- b. MOTION 08R-18-25 WAS MADE BY SANDY FARDER AND SECONDED BY ROBIN SYLVESTER TO APPROVE PAY REQUEST NO. 2 FROM DECHANTAL EXCAVATING, LLC FOR HARBOR LANE IMPROVEMENTS IN THE AMOUNT OF \$75,952.45. MOTION CARRIED WITH ALL AYES.
- c. Included in the packet was a memo dated August 6, 2025 from the Public Works Commission Re: Thomas & Janessa Casper Letter requesting driveways be created on their property on Harbor Lane because the City took an acre of their land in 2015 for future road project. MOTION 08R-19-25 WAS MADE BY JACKSON PURFEERST AND SECONDED BY SANDY FARDER TO TABLE ACTION AND TO DIRECT STAFF TO VERIFY THE FACTS OF THE LETTER BEFORE MOVING FORWARD. MOTION CARRIED WITH ALL AYES.
- d. The Council held a lengthy discussion regarding the proposed assessments for the 2025 Road Improvements. This year there were commercial properties to be assessed which the City has not had to consider in the past. The Public Works Commission used a fixed rate by parcel method and raised the amounts 10% over last year's assessments. All proposed assessments are below the Nagel Appraisal Opinion of Benefit. Robin Sylvester asked the Council to consider a change to the resort assessment and treat it similar to the hotel assessment, since they are a similar business. It was noted that the City has one resort and would probably not encounter this issue again. MOTION 08R-20-25 WAS MADE BY BOB HEALES AND SECONDED BY SANDY FARDER TO CHANGE THE PROPOSED ASSESSMENT FOR PARCEL 14180563 (BAY VIEW LODGE RESORT) FROM \$9,350 TO \$6,600 IN ORDER TO KEEP LODGING BUSINESSES TREATED THE SAME. MOTION CARRIED WITH ALL AYES.

Jackson Purfeerst stated that the City received a letter from the Golf View Owners Association Inc regarding the proposed assessments. Mr. Purfeerst stated that he invited one member to speak tonight. Public Works Commission Chair Tom Swenson stated that these townhomes are individual parcels, that they receive individual tax statements, and they are considered single family homes. The condominiums on Pine Bay Road are on a secondary street and the owners do not own the land that the building sits on.

Chris Kotval of 14265 Swann Drive spoke on behalf of the Golf View Owners Association and stated that the Mill & Overlay procedure is routine maintenance and benefits the whole City. Traffic is heavy on Swann Drive and the road is used as a short cut between County Roads 3 and 66. Lisa Kotval and Curt Mowers of the Golf View Townhomes also spoke against the assessments.

Tom Swenson read an email from Phil Martin dated August 7, 2025 noting that the proposed assessments for the Mill & Overlay projects and Harbor Lane will cover approximately 50% of the total cost of the projects. Bob Heales stated that the assessment for the Golf View Townhomes should be \$1,100. Tom Swenson cautioned that if assessments are lowered for one group, they will be expected to be lowered for all groups, including Old Log Landing. Bob Heales stated that the town homes are unique in that they have common walls and small lots. The Council agreed to send out assessments as is and to listen to requests for relief at the Public Hearing. MOTION 08R-21-25 WAS MADE BY SANDY FARDER AND SECONDED BY ROBIN SYLVESTER TO APPROVE A RESOLUTION AT A SPECIAL MEETING ON AUGUST 20, 2025 THAT COMPLETES THE PROPOSED ASSESSMENT ROLL AND SETS THE DATE FOR THE PUBLIC HEARING FOR YEAR 2 ROAD IMPROVEMENTS. MOTION CARRIED 4-1 WITH HEALES OPPOSED.

- e. MOTION 08R-22-25 WAS MADE BY ROBIN SYLVESTER AND SECONDED BY SANDY FARDER TO APPROVE THE ENGINEERING PROPOSAL FROM BOLTON & MENK FOR FEASIBILITY REPORT FOR SUNRISE BLVD IMPROVEMENTS, AS PETITIONED FOR BY MORE THAN 35% OF PROPERTY OWNERS, AT A COST OF \$17,745. MOTION CARRIED WITH ALL AYES.
- f. Included in the packet for information was a letter dated July 14, 2025 from Crow Wing County Highway Department Re: Future County Highway Project on County Road 103.

**H. PUBLIC FORUM** – Public Works Commission Chair Tom Swenson reminded the Council that a date for the Public Hearing needs to be set. Mayor Purfeerst stated that will be done under New Business.

Ben Vanden Wymelenbergh stated that there are about 1,400 short-term rentals in Crosslake and that the City is missing out on revenue that could be used to fund capital projects.

**I. NEW BUSINESS** – The Council will hold the Public Hearing for the Proposed Assessments for Year 2 Road Improvements on Wednesday, September 24, 2025 at 6:00 P.M.

**J. OLD BUSINESS** – Jackson Purfeerst stated that the landscape in the center of the roundabout looks horrible and suggested that the mulch be removed and grass be added. Phil Martin stated that there is a two year warranty on the plants and that they should continue to be replaced as long as it takes for them to establish and grow.

**K. CITY ATTORNEY REPORT** – None.

**L. ADJOURN** – There being no further business at 8:13 P.M., MOTION 08R-23-25 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

D.2.

09/03/25 3:02 PM

Page 1

**City of Crosslake**  
**Budget - Revenues**  
**AUGUST**

Account Descr	2025 YTD Budget	MTD Amt	2025 YTD Amt	2025 YTD Balance	%YTD Budget
<b>101 GENERAL FUND</b>					
R 101-31000 General Property Taxes	\$3,944,635.00	\$0.00	\$2,372,053.29	\$1,572,581.71	60.13%
R 101-31800 Other Taxes	\$0.00	\$0.00	\$1,511.89	-\$1,511.89	0.00%
R 101-31900 Penalties and Interest DelTax	\$1,500.00	\$0.00	\$1,161.78	\$338.22	77.45%
R 101-32110 Liquor License - All	\$21,250.00	\$0.00	\$26,373.36	-\$5,123.36	124.11%
R 101-32180 Other Licenses/Permits	\$500.00	\$0.00	\$650.00	-\$150.00	130.00%
R 101-32200 STR Fees/Fines	\$127,500.00	\$5,248.50	\$78,730.50	\$48,769.50	61.75%
R 101-33400 State Grants and Aids	\$92,350.00	\$0.00	\$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	\$5,966.58	\$5,966.58	\$33.42	99.44%
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	\$7,648.54	\$28,342.54	-\$15,342.54	218.02%
R 101-33423 Insurance Claim Reimbursement	\$0.00	\$0.00	\$589,696.01	-\$589,696.01	0.00%
R 101-34000 Charges for Services	\$275.00	\$0.00	\$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	\$14,575.00	\$56,535.00	\$8,465.00	86.98%
R 101-34104 Plat Check Fee/Subdivision Fee	\$11,000.00	\$5,375.00	\$14,105.00	-\$3,105.00	128.23%
R 101-34105 Variances and CUPS/IUPS	\$12,500.00	\$0.00	\$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	\$90.00	\$990.00	\$1,010.00	49.50%
R 101-34108 Zoning Misc/Penalties	\$1,500.00	\$13,858.00	\$16,224.60	-\$14,724.60	1081.64%
R 101-34112 Septic Permits	\$17,000.00	\$4,680.00	\$20,190.00	-\$3,190.00	118.76%
R 101-34201 Fire Department Donations	\$5,200.00	\$3,380.00	\$64,524.16	-\$59,324.16	1240.85%
R 101-34202 Fire Contract Services	\$55,000.00	\$0.00	\$71,612.90	-\$16,612.90	130.21%
R 101-34210 Police Contracts	\$68,000.00	\$0.00	\$58,673.09	\$9,326.91	86.28%
R 101-34211 Police Donations	\$0.00	\$2,000.00	\$27,000.00	-\$27,000.00	0.00%
R 101-34213 Police Receipts	\$3,000.00	\$1,602.06	\$2,362.06	\$637.94	78.74%
R 101-34300 E911 Signs	\$1,500.00	\$600.00	\$3,800.00	-\$2,300.00	253.33%
R 101-34700 Park & Rec Donation	\$1,000.00	\$0.00	\$1,225.00	-\$225.00	122.50%
R 101-34711 Taxable Merchandise/Rentals	\$0.00	\$0.00	\$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	\$6.00	\$9.00	\$491.00	1.80%
R 101-34750 CCC/Park User Fee	\$3,000.00	\$260.00	\$2,021.00	\$979.00	67.37%
R 101-34751 Shelter/Beer/Wine Fees	\$300.00	\$30.00	\$120.00	\$180.00	40.00%
R 101-34760 Library Cards	\$600.00	\$132.00	\$981.00	-\$381.00	163.50%
R 101-34761 Library Donations	\$300.00	\$0.00	\$2,015.00	-\$1,715.00	671.67%
R 101-34762 Library Copies	\$275.00	\$112.75	\$474.75	-\$199.75	172.64%
R 101-34763 Library Events	\$4,000.00	\$1,556.77	\$5,908.90	-\$1,908.90	147.72%
R 101-34764 Library Miscellaneous	\$0.00	\$9.00	\$15.00	-\$15.00	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	\$2,675.00	\$74,080.18	-\$1,080.18	101.48%
R 101-34770 Silver Sneakers	\$16,600.00	\$2,225.50	\$13,768.00	\$2,832.00	82.94%
R 101-34790 Park Dedication Fees	\$40,000.00	\$6,000.00	\$22,500.00	\$17,500.00	56.25%
R 101-34800 Park & Rec Activity Fees	\$3,000.00	\$0.00	\$1,408.00	\$1,592.00	46.93%
R 101-34801 Park&Rec Taxable Activity Fees	\$29,500.00	\$3,824.50	\$11,287.99	\$18,212.01	38.26%
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	\$0.00	\$10,623.08	-\$9,623.08	1062.31%
R 101-34806 Weight Room Fees	\$0.00	\$0.00	\$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	\$1,090.00	\$24,627.04	-\$9,627.04	164.18%
R 101-34940 Cemetery Lots	\$6,000.00	\$1,600.00	\$3,700.00	\$2,300.00	61.67%
R 101-34941 Cemetery Openings	\$4,000.00	\$300.00	\$3,100.00	\$900.00	77.50%
R 101-34942 Cemetery Other	\$450.00	\$100.00	\$800.00	-\$350.00	177.78%

Account Descr	2025 YTD Budget	MTD Amt	2025 YTD Amt	2025 YTD Balance	%YTD Budget
R 101-34950 Public Works Revenue	\$3,000.00	\$250.00	\$1,101.01	\$1,898.99	36.70%
R 101-34952 County Joint Facility Payments	\$35,000.00	\$6,216.69	\$26,436.72	\$8,563.28	75.53%
R 101-34953 Recycling Revenues	\$500.00	\$0.00	\$349.89	\$150.11	69.98%
R 101-35100 Court Fines - Police	\$10,000.00	\$2,811.43	\$13,188.41	-\$3,188.41	131.88%
R 101-35103 Library Fines	\$300.00	\$15.00	\$140.00	\$160.00	46.67%
R 101-35105 Restitution Receipts	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
R 101-36200 Miscellaneous Revenues	\$6,000.00	\$1,499.60	\$9,736.38	-\$3,736.38	162.27%
R 101-36201 Misc Reimbursements	\$0.00	\$199.89	\$2,752.68	-\$2,752.68	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	\$17,496.90	\$121,150.92	\$58,849.08	67.31%
R 101-36256 Sp Assess P - Other	\$9,563.00	\$0.00	\$1,969.89	\$7,593.11	20.60%
R 101-36257 Sp Assess I - Other	\$5,469.00	\$0.00	\$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	\$113,434.71	\$3,847,035.01	\$3,094,644.99	
301 DEBT SERVICE FUND					
R 301-31308 2006 Series B Levy	\$0.00	\$0.00	\$3.23	-\$3.23	0.00%
R 301-31311 2015 GO Equip Certs 2015B	\$0.00	\$0.00	\$16.78	-\$16.78	0.00%
R 301-31313 2018 ROADS-EST BOND LEVY	\$101,175.00	\$0.00	\$60,811.52	\$40,363.48	60.11%
R 301-31317 2019A City Hall/Police	\$309,415.00	\$0.00	\$186,172.51	\$123,242.49	60.17%
R 301-31318 2021 GO Equip Cert Series 2021	\$141,750.00	\$0.00	\$85,295.62	\$56,454.38	60.17%
R 301-31319 2022A Fire Truck	\$126,083.00	\$0.00	\$75,876.94	\$50,206.06	60.18%
R 301-31320 2022A Road Projects	\$40,993.00	\$0.00	\$24,686.01	\$16,306.99	60.22%
R 301-31322 2025 Road Project Bonds	\$128,500.00	\$0.00	\$73,958.65	\$54,541.35	57.56%
R 301-31900 Penalties and Interest DelTax	\$0.00	\$0.00	\$64.74	-\$64.74	0.00%
R 301-36100 Sp Assess Prin Daggett Pine	\$0.00	\$0.00	\$3,869.05	-\$3,869.05	0.00%
R 301-36101 Sp Assess Int Daggett Pine	\$0.00	\$0.00	\$2,136.68	-\$2,136.68	0.00%
R 301-36121 Sp Assess Prin 2022 Roads	\$11,343.00	\$0.00	\$6,385.05	\$4,957.95	56.29%
R 301-36122 Sp Assess Int 2022 Roads	\$10,056.00	\$0.00	\$5,754.31	\$4,301.69	57.22%
R 301-36123 Sp Assess Prin Daggett Bay Rd	\$1,471.00	\$0.00	\$805.24	\$665.76	54.74%
R 301-36124 Sp Assess Int Daggett Bay Rd	\$319.00	\$0.00	\$153.30	\$165.70	48.06%
301 DEBT SERVICE FUND	\$871,105.00	\$0.00	\$525,989.63	\$345,115.37	
405 TAX INCREMENT FINANCE PROJECTS					
R 405-31056 Tax Increment 1-9 C&J Develop	\$12,362.00	\$0.00	\$7,437.23	\$4,924.77	60.16%
405 TAX INCREMENT FINANCE PROJECTS	\$12,362.00	\$0.00	\$7,437.23	\$4,924.77	
502 ECONOMIC DEVELOPMENT FUND					
R 502-31000 General Property Taxes	\$18,100.00	\$0.00	\$10,961.85	\$7,138.15	60.56%
502 ECONOMIC DEVELOPMENT FUND	\$18,100.00	\$0.00	\$10,961.85	\$7,138.15	
601 SEWER OPERATING FUND					
R 601-31000 General Property Taxes	\$161,761.00	\$0.00	\$97,920.34	\$63,840.66	60.53%
R 601-34410 Unallocated Reserves	\$0.00	\$1,250.81	-\$1,281.63	\$1,281.63	0.00%
R 601-36104 Penalty & Interest	\$1,500.00	\$162.36	\$4,586.84	-\$3,086.84	305.79%
R 601-36200 Miscellaneous Revenues	\$1,500.00	\$1,145.41	\$2,409.26	-\$909.26	160.62%
R 601-37200 User Fee	\$430,000.00	\$39,769.92	\$311,725.58	\$118,274.42	72.49%
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	\$42,328.50	\$437,420.39	\$202,340.61	
651 SEWER RESTRICTED SINKING FUND					
R 651-31306 2003 Disposal System Levy	\$0.00	\$0.00	\$229.80	-\$229.80	0.00%
R 651-31312 2017 GO Sewer Rev Imp Bonds	\$118,865.00	\$0.00	\$71,491.21	\$47,373.79	60.14%
R 651-31321 2022A Sewer Bonds	\$136,102.00	\$0.00	\$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	\$0.00	\$153,649.68	\$103,317.32	
	\$8,739,975.00	\$155,763.21	\$4,982,493.79	\$3,757,481.21	



We should be at 66.6% of our Budget

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**City of Crosslake**  
**Expenditures-All Depts.**  
**AUGUST**

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Account Descr	2025 YTD Budget	MTD Amt	2025 YTD Amt	2025 YTD Balance	%YTD Budget
<b>101 GENERAL FUND</b>					
41110 Council					
E 101-41110-099 Mayor and City Council	\$42,300.00	\$2,890.00	\$22,560.00	\$19,740.00	53.33%
E 101-41110-122 FICA	\$3,236.00	\$221.11	\$1,726.04	\$1,509.96	53.34%
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	\$0.00	\$1,724.48	\$275.52	86.22%
E 101-41110-321 Communications-Cellular	\$1,376.00	\$67.39	\$374.82	\$1,001.18	27.24%
E 101-41110-331 Travel Expenses	\$1,500.00	\$0.00	\$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	\$605.00	\$569.00	51.53%
41110 Council	\$53,445.00	\$3,251.00	\$28,510.53	\$24,934.47	
41400 Administration					
E 101-41400-100 Wages - Dept Heads	\$129,168.00	\$9,936.00	\$83,574.45	\$45,593.55	64.70%
E 101-41400-109 City Clerk/Admin Asst	\$96,200.00	\$7,468.66	\$65,684.38	\$30,515.62	68.28%
E 101-41400-116 Treasurer/Deputy Clerk	\$82,264.00	\$6,174.00	\$52,464.00	\$29,800.00	63.78%
E 101-41400-121 PERA	\$23,072.00	\$1,768.40	\$14,963.02	\$8,108.98	64.85%
E 101-41400-122 FICA	\$23,534.00	\$1,546.43	\$12,984.21	\$10,549.79	55.17%
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	\$21,459.22	\$9,653.78	68.97%
E 101-41400-132 Employer Paid Disability	\$567.00	\$40.94	\$327.52	\$239.48	57.76%
E 101-41400-133 Employer Paid Dental	\$1,527.00	\$159.56	\$1,287.68	\$239.32	84.33%
E 101-41400-134 Employer Paid Life	\$336.00	\$27.96	\$223.68	\$112.32	66.57%
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	\$0.00	\$9,075.00	\$525.00	94.53%
E 101-41400-200 Office Supplies	\$3,200.00	-\$44.29	\$2,238.02	\$961.98	69.94%
E 101-41400-208 Instruction Fees	\$5,000.00	\$250.00	\$620.00	\$4,380.00	12.40%
E 101-41400-210 Operating Supplies	\$1,000.00	\$26.00	\$234.99	\$765.01	23.50%
E 101-41400-220 Repair/Maint Supply - Equip	\$3,864.00	\$493.33	\$3,999.14	-\$135.14	103.50%
E 101-41400-320 Communications	\$3,000.00	\$260.61	\$1,805.10	\$1,194.90	60.17%
E 101-41400-322 Postage	\$750.00	\$0.00	\$488.88	\$261.12	65.18%
E 101-41400-331 Travel Expenses	\$1,000.00	\$1,348.95	\$1,942.51	-\$942.51	194.25%
E 101-41400-340 Advertising	\$0.00	\$496.08	\$496.08	-\$496.08	0.00%
E 101-41400-351 Legal Notices Publishing	\$750.00	\$0.00	\$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	\$300.00	\$3,786.44	-\$1,356.44	155.82%
E 101-41400-443 Sales Tax	\$100.00	\$0.00	\$1.00	\$99.00	1.00%
E 101-41400-500 Capital Outlay -	\$5,692.00	\$0.00	\$5,676.73	\$15.27	99.73%
E 101-41400-600 Principal	\$743.00	\$197.50	\$864.87	-\$121.87	116.40%
E 101-41400-610 Interest	\$3.00	\$40.50	\$84.49	-\$81.49	2816.33%
41400 Administration	\$432,669.00	\$33,163.07	\$286,396.06	\$146,272.94	
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	\$1,722.56	\$45,111.81	-\$3,111.81	107.41%
E 101-41600-304 Legal Fees (Civil)	\$7,000.00	\$3,637.20	\$13,347.36	-\$6,347.36	190.68%



We should be at 66.6% of our Budget

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Account Descr	2025 YTD Budget	MTD Amt	2025 YTD Amt	2025 YTD Balance	%YTD Budget
E 101-41600-307 Legal Fees (Labor)	\$25,000.00	\$1,218.00	\$20,670.81	\$4,329.19	82.68%
41600 Audit/Legal Services	\$74,000.00	\$6,577.76	\$79,129.98	-\$5,129.98	
41910 Planning and Zoning					
E 101-41910-100 Wages - Dept Heads	\$88,691.00	\$0.00	\$46,957.08	\$41,733.92	52.94%
E 101-41910-102 Admin Asst	\$0.00	\$1,330.00	\$4,602.75	-\$4,602.75	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	\$6,982.13	\$54,881.90	\$24,216.10	69.38%
E 101-41910-121 PERA	\$12,584.00	\$523.67	\$12,535.73	\$48.27	99.62%
E 101-41910-122 FICA	\$13,631.00	\$599.95	\$7,284.62	\$6,346.38	53.44%
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	\$740.00	\$15,133.85	\$29,816.15	33.67%
E 101-41910-132 Employer Paid Disability	\$297.00	-\$2.10	\$160.44	\$136.56	54.02%
E 101-41910-133 Employer Paid Dental	\$2,171.00	\$63.28	\$1,266.75	\$904.25	58.35%
E 101-41910-134 Employer Paid Life	\$224.00	\$6.06	\$113.72	\$110.28	50.77%
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	\$80.60	\$13,031.80	-\$231.80	101.81%
E 101-41910-200 Office Supplies	\$2,200.00	-\$15.73	\$1,674.82	\$525.18	76.13%
E 101-41910-208 Instruction Fees	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
E 101-41910-210 Operating Supplies	\$750.00	\$0.00	\$34.99	\$715.01	4.67%
E 101-41910-212 Motor Fuels	\$500.00	\$40.39	\$141.96	\$358.04	28.39%
E 101-41910-220 Repair/Maint Supply - Equip	\$5,000.00	\$478.33	\$3,933.78	\$1,066.22	78.68%
E 101-41910-258 Uniform - Department Head	\$600.00	\$0.00	\$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	\$1,415.00	\$6,375.00	-\$4,875.00	425.00%
E 101-41910-304 Legal Fees (Civil)	\$6,000.00	\$1,414.14	\$5,854.54	\$145.46	97.58%
E 101-41910-320 Communications	\$2,600.00	\$210.69	\$1,455.57	\$1,144.43	55.98%
E 101-41910-321 Communications-Cellular	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
E 101-41910-322 Postage	\$650.00	\$0.00	\$488.89	\$161.11	75.21%
E 101-41910-331 Travel Expenses	\$1,000.00	\$79.10	\$313.10	\$686.90	31.31%
E 101-41910-332 Travel Expense- P&Z Comm	\$4,000.00	\$0.00	\$2,560.00	\$1,440.00	64.00%
E 101-41910-340 Advertising	\$150.00	\$1,353.64	\$2,303.64	-\$2,153.64	1535.76%
E 101-41910-351 Legal Notices Publishing	\$1,600.00	\$35.19	\$537.98	\$1,062.02	33.62%
E 101-41910-352 Filing Fees	\$900.00	\$46.00	\$1,003.73	-\$103.73	111.53%
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	\$1,010.00	\$4,290.00	\$3,710.00	53.63%
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	\$1,664.86	\$895.14	65.03%
E 101-41910-443 Sales Tax	\$20.00	\$0.00	\$2.00	\$18.00	10.00%
E 101-41910-452 Refund	\$500.00	\$425.00	\$1,525.00	-\$1,025.00	305.00%
E 101-41910-470 Consultant Fees	\$4,000.00	\$0.00	\$1,375.00	\$2,625.00	34.38%
E 101-41910-500 Capital Outlay -	\$4,879.00	\$3,700.00	\$3,978.31	\$900.69	81.54%
E 101-41910-600 Principal	\$743.00	\$197.50	\$864.87	-\$121.87	116.40%
E 101-41910-610 Interest	\$3.00	\$40.50	\$84.49	-\$81.49	2816.33%
41910 Planning and Zoning	\$326,299.00	\$20,919.84	\$202,941.31	\$123,357.69	
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	\$440.05	\$2,308.88	\$191.12	92.36%
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	\$1,351.76	\$619,203.00	-\$608,703.00	5897.17%
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	\$611.50	\$388.50	61.15%
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	\$36,175.08	\$38,645.82	\$2,104.18	94.84%

# We should be at 66.6% of our Budget

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Account Descr	2025 YTD Budget	MTD Amt	2025 YTD Amt	2025 YTD Balance	%YTD Budget
E 101-41940-351 Legal Notices Publishing	\$600.00	\$0.00	\$264.95	\$335.05	44.16%
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	\$1,469.00	\$7,425.00	\$3,575.00	67.50%
E 101-41940-383 Gas Utilities	\$4,500.00	\$46.61	\$1,486.84	\$3,013.16	33.04%
E 101-41940-384 Refuse/Garbage Disposal	\$850.00	\$73.84	\$512.72	\$337.28	60.32%
E 101-41940-385 Sewer Utility	\$780.00	\$65.00	\$455.00	\$325.00	58.33%
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	\$4,900.00	\$8,100.00	37.69%
E 101-41940-430 Miscellaneous	\$2,000.00	\$110.00	\$1,498.10	\$501.90	74.91%
E 101-41940-433 Dues/Contracts/Subscription	\$9,400.00	\$220.98	\$6,717.43	\$2,682.57	71.46%
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	\$0.00	\$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	-\$346.79	-\$255.32	\$255.32	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	\$1,990.00	\$7,840.00	\$92,160.00	7.84%
41940 General Government	\$363,568.00	\$42,282.81	\$747,709.65	-\$384,141.65	
42110 Police Administration					
E 101-42110-100 Wages - Dept Heads	\$100,547.00	\$7,811.74	\$67,194.00	\$33,353.00	66.83%
E 101-42110-105 Part-time or Intern Wages	\$26,000.00	\$0.00	\$750.00	\$25,250.00	2.88%
E 101-42110-115 Admin Asst or Program Fac	\$58,219.00	\$4,508.40	\$38,446.86	\$19,772.14	66.04%
E 101-42110-117 Police Officers - Full-time	\$399,328.00	\$29,428.81	\$233,740.33	\$165,587.67	58.53%
E 101-42110-119 Sergeant Wages	\$90,875.00	\$6,990.40	\$59,418.40	\$31,456.60	65.38%
E 101-42110-121 PERA	\$101,165.00	\$8,166.99	\$66,658.16	\$34,506.84	65.89%
E 101-42110-122 FICA	\$12,353.00	\$773.23	\$6,501.53	\$5,851.47	52.63%
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	\$11,763.12	\$85,368.09	\$44,281.91	65.85%
E 101-42110-132 Employer Paid Disability	\$1,002.00	\$87.83	\$650.79	\$351.21	64.95%
E 101-42110-133 Employer Paid Dental	\$5,512.00	\$620.06	\$4,326.30	\$1,185.70	78.49%
E 101-42110-134 Employer Paid Life	\$783.00	\$74.56	\$632.76	\$150.24	80.81%
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	\$0.00	\$28,050.00	\$10,350.00	73.05%
E 101-42110-200 Office Supplies	\$400.00	\$62.64	\$454.92	-\$54.92	113.73%
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	\$323.00	\$2,262.04	\$1,737.96	56.55%
E 101-42110-212 Motor Fuels	\$20,000.00	\$1,788.69	\$10,179.66	\$9,820.34	50.90%
E 101-42110-214 Auto Expense- Squad Vehicl	\$10,200.00	\$1,952.62	\$6,234.67	\$3,965.33	61.12%
E 101-42110-220 Repair/Maint Supply - Equip	\$8,500.00	\$1,085.40	\$3,665.40	\$4,834.60	43.12%
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	\$0.00	\$967.72	-\$67.72	107.52%
E 101-42110-259 Uniform - Staff	\$5,400.00	\$883.18	\$4,526.88	\$873.12	83.83%
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	\$2,280.00	\$8,029.63	\$1,970.37	80.30%
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	\$0.00	\$20,000.00	-\$20,000.00	0.00%
E 101-42110-320 Communications	\$5,940.00	\$478.86	\$3,422.20	\$2,517.80	57.61%



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Account Descr	2025 YTD Budget	MTD Amt	2025 YTD Amt	2025 YTD Balance	%YTD Budget
E 101-42110-321 Communications-Cellular	\$6,500.00	\$654.15	\$4,164.06	\$2,335.94	64.06%
E 101-42110-322 Postage	\$300.00	\$10.50	\$256.25	\$43.75	85.42%
E 101-42110-331 Travel Expenses	\$2,500.00	\$565.20	\$3,312.60	-\$812.60	132.50%
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	\$2,400.00	\$2,400.00	50.00%
E 101-42110-413 Office Equipment Rental/Re	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
E 101-42110-430 Miscellaneous	\$200.00	\$0.00	\$158.88	\$41.12	79.44%
E 101-42110-433 Dues/Contracts/Subsorption	\$49,250.00	\$665.22	\$16,106.20	\$33,143.80	32.70%
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	\$3,500.00	\$43,240.44	\$2,138.56	95.29%
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	\$43.23	\$286.04	-\$27.04	110.44%
E 101-42110-610 Interest	\$2.00	\$9.03	\$9.68	-\$7.68	484.00%
42110 Police Administration	\$1,308,039.00	\$84,826.86	\$832,185.63	\$475,853.37	
42280 Fire Administration					
E 101-42280-100 Wages - Dept Heads	\$94,994.00	\$7,307.20	\$62,111.20	\$32,882.80	65.38%
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	\$13,717.50	\$131,919.00	\$8,081.00	94.23%
E 101-42280-121 PERA	\$16,814.00	\$1,293.38	\$10,993.71	\$5,820.29	65.38%
E 101-42280-122 FICA	\$12,248.00	\$1,131.31	\$10,803.77	\$1,444.23	88.21%
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	\$14,983.20	\$7,491.80	66.67%
E 101-42280-132 Employer Paid Disability	\$174.00	\$13.57	\$108.56	\$65.44	62.39%
E 101-42280-133 Employer Paid Dental	\$1,424.00	\$120.50	\$949.10	\$474.90	66.65%
E 101-42280-134 Employer Paid Life	\$112.00	\$9.32	\$74.56	\$37.44	66.57%
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	\$0.00	\$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	\$0.00	\$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	\$0.00	\$2,161.81	\$838.19	72.06%
E 101-42280-212 Motor Fuels	\$1,500.00	\$194.58	\$712.82	\$787.18	47.52%
E 101-42280-213 Diesel Fuel	\$1,750.00	\$159.99	\$1,245.81	\$504.19	71.19%
E 101-42280-220 Repair/Maint Supply - Equip	\$6,500.00	\$0.00	\$4,024.64	\$2,475.36	61.92%
E 101-42280-221 Repair/Maint Vehicles	\$15,000.00	\$4,621.31	\$6,609.08	\$8,390.92	44.06%
E 101-42280-223 Bldg Repair Suppl/Maintena	\$8,000.00	\$1,092.58	\$12,709.99	-\$4,709.99	158.87%
E 101-42280-233 FIRE PREVENTION	\$3,000.00	\$1,220.08	\$2,550.08	\$449.92	85.00%
E 101-42280-240 Small Tools and Minor Equip	\$4,000.00	\$403.83	\$2,601.98	\$1,398.02	65.05%
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	\$863.88	\$863.88	\$4,136.12	17.28%
E 101-42280-319 Donation Expenditures	\$0.00	\$45,313.60	\$55,091.16	-\$55,091.16	0.00%
E 101-42280-320 Communications	\$3,000.00	\$315.98	\$2,188.72	\$811.28	72.96%
E 101-42280-321 Communications-Cellular	\$4,500.00	\$432.23	\$3,025.61	\$1,474.39	67.24%
E 101-42280-322 Postage	\$25.00	\$0.00	\$15.10	\$9.90	60.40%
E 101-42280-331 Travel Expenses	\$5,000.00	\$336.00	\$1,745.62	\$3,254.38	34.91%
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	\$1,085.00	\$5,281.00	\$2,719.00	66.01%
E 101-42280-383 Gas Utilities	\$7,000.00	\$22.16	\$3,624.08	\$3,375.92	51.77%
E 101-42280-384 Refuse/Garbage Disposal	\$1,500.00	\$112.52	\$781.30	\$718.70	52.09%
E 101-42280-385 Sewer Utility	\$780.00	\$65.00	\$455.00	\$325.00	58.33%
E 101-42280-405 Cleaning Services	\$2,400.00	\$235.00	\$1,880.00	\$520.00	78.33%
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	\$58.22	\$2,514.57	\$1,485.43	62.86%
E 101-42280-443 Sales Tax	\$100.00	\$0.00	\$0.00	\$100.00	0.00%

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E 101-42280-491 FDRA City Contribution	\$23,000.00	\$330.00	\$3,165.00	\$19,835.00	13.76%
E 101-42280-500 Capital Outlay -	\$129,639.00	\$794.85	\$124,818.66	\$4,820.34	96.28%
42280 Fire Administration	\$592,737.00	\$83,122.49	\$527,116.51	\$65,620.49	
42500 Ambulance Services					
E 101-42500-223 Bldg Repair Suppl/Maintena	\$433.00	\$110.00	\$268.00	\$165.00	61.89%
42500 Ambulance Services	\$433.00	\$110.00	\$268.00	\$165.00	
43000 Public Works (GENERAL)					
E 101-43000-100 Wages - Dept Heads	\$44,106.00	\$3,407.80	\$28,958.81	\$15,147.19	65.66%
E 101-43000-108 Tech 3/PW Heavy Equip Op	\$191,092.00	\$12,325.77	\$112,444.69	\$78,647.31	58.84%
E 101-43000-121 PERA	\$17,640.00	\$1,151.81	\$10,497.70	\$7,142.30	59.51%
E 101-43000-122 FICA	\$17,993.00	\$1,045.14	\$9,587.76	\$8,405.24	53.29%
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	\$3,074.39	\$19,745.96	\$27,787.04	41.54%
E 101-43000-132 Employer Paid Disability	\$386.00	\$37.59	\$300.72	\$85.28	77.91%
E 101-43000-133 Employer Paid Dental	\$2,187.00	\$180.86	\$1,672.54	\$514.46	76.48%
E 101-43000-134 Employer Paid Life	\$346.00	\$27.02	\$235.62	\$110.38	68.10%
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	\$0.00	\$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	\$450.44	\$749.56	37.54%
E 101-43000-212 Motor Fuels	\$10,000.00	\$824.69	\$3,776.02	\$6,223.98	37.76%
E 101-43000-213 Diesel Fuel	\$18,000.00	\$1,031.49	\$4,722.71	\$13,277.29	26.24%
E 101-43000-215 Shop Supplies	\$2,750.00	\$178.47	\$751.76	\$1,998.24	27.34%
E 101-43000-220 Repair/Maint Supply - Equip	\$20,000.00	\$37.87	\$12,910.87	\$7,089.13	64.55%
E 101-43000-221 Repair/Maint Vehicles	\$20,000.00	\$1,840.38	\$5,785.16	\$14,214.84	28.93%
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	\$2,126.90	\$14,667.19	-\$4,667.19	146.67%
E 101-43000-224 Street Maint Materials	\$30,000.00	\$0.00	\$4,873.30	\$25,126.70	16.24%
E 101-43000-226 Bridge Materials	\$1,500.00	\$70.19	\$1,166.36	\$333.64	77.76%
E 101-43000-231 Chemicals/Landscaping	\$2,200.00	\$438.48	\$1,469.28	\$730.72	66.79%
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	-\$1,895.24	\$3,880.92	\$1,119.08	77.62%
E 101-43000-240 Small Tools and Minor Equip	\$7,500.00	\$0.00	\$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	\$0.00	\$1,011.44	\$1,343.56	42.95%
E 101-43000-303 Engineering Fees	\$15,000.00	\$1,422.50	\$3,100.50	\$11,899.50	20.67%
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	\$140.51	\$966.76	\$2,033.24	32.23%
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	\$618.66	\$4,891.85	\$7,108.15	40.77%
E 101-43000-383 Gas Utilities	\$6,500.00	\$31.20	\$3,110.79	\$3,389.21	47.86%
E 101-43000-384 Refuse/Garbage Disposal	\$1,500.00	\$146.38	\$951.66	\$548.34	63.44%
E 101-43000-385 Sewer Utility	\$400.00	\$30.55	\$336.05	\$63.95	84.01%
E 101-43000-405 Cleaning Services	\$5,640.00	\$470.00	\$3,860.00	\$1,780.00	68.44%
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	\$1,786.84	\$2,063.16	46.41%
E 101-43000-442 Safety Prog/Equipment	\$1,000.00	\$0.00	\$62.99	\$937.01	6.30%



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Account Descr	2025 YTD Budget	MTD Amt	2025 YTD Amt	2025 YTD Balance	%YTD Budget
E 101-43000-443 Sales Tax	\$100.00	\$8.00	\$48.00	\$52.00	48.00%
E 101-43000-454 Joint Facility County Expens	\$35,000.00	\$1,571.75	\$21,774.12	\$13,225.88	62.21%
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 101-43000-553 Capital Outlay - Other	\$0.00	\$6,158.50	\$6,158.50	-\$6,158.50	0.00%
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	\$104,968.95	\$270,920.06	\$1,712,042.94	13.66%
43000 Public Works (GENERAL)	\$2,899,494.00	\$141,588.14	\$793,061.91	\$2,106,432.09	
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	\$996.00	\$3,620.00	\$1,954.00	64.94%
E 101-43100-122 FICA	\$0.00	\$76.19	\$276.91	-\$276.91	0.00%
E 101-43100-210 Operating Supplies	\$940.00	\$270.09	\$457.68	\$482.32	48.69%
E 101-43100-220 Repair/Maint Supply - Equip	\$250.00	\$29.68	\$106.68	\$143.32	42.67%
E 101-43100-360 Insurance	\$0.00	\$0.00	\$97.50	-\$97.50	0.00%
E 101-43100-381 Electric Utilities	\$350.00	\$33.77	\$231.88	\$118.12	66.25%
E 101-43100-430 Miscellaneous	\$400.00	\$0.00	\$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	\$1,405.73	\$6,773.90	\$24,097.10	
45100 Park and Recreation (GENERAL)					
E 101-45100-100 Wages - Dept Heads	\$88,046.00	\$6,802.80	\$57,808.80	\$30,237.20	65.66%
E 101-45100-104 Tech 2	\$0.00	\$0.00	\$190.00	-\$190.00	0.00%
E 101-45100-105 Part-time or Intern Wages	\$37,710.00	\$1,746.00	\$15,926.00	\$21,784.00	42.23%
E 101-45100-111 Parks & Rec Summer Wages	\$3,000.00	\$404.00	\$1,748.00	\$1,252.00	58.27%
E 101-45100-115 Admin Asst or Program Fac	\$53,742.00	\$3,846.21	\$33,084.12	\$20,657.88	61.56%
E 101-45100-118 Parks & Rec Equip Op Wage	\$118,227.00	\$8,877.60	\$75,374.73	\$42,852.27	63.75%
E 101-45100-121 PERA	\$22,670.00	\$1,586.18	\$13,525.98	\$9,144.02	59.66%
E 101-45100-122 FICA	\$23,353.00	\$1,389.83	\$11,957.26	\$11,395.74	51.20%
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	\$35,490.42	\$18,097.58	66.23%
E 101-45100-132 Employer Paid Disability	\$465.00	\$35.68	\$285.44	\$179.56	61.38%
E 101-45100-133 Employer Paid Dental	\$4,271.00	\$394.50	\$3,076.26	\$1,194.74	72.03%
E 101-45100-134 Employer Paid Life	\$447.00	\$37.28	\$298.24	\$148.76	66.72%
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	\$0.00	\$12,375.00	\$3,625.00	77.34%
E 101-45100-200 Office Supplies	\$300.00	\$60.93	\$494.94	-\$194.94	164.98%
E 101-45100-208 Instruction Fees	\$500.00	\$115.00	\$385.00	\$115.00	77.00%
E 101-45100-210 Operating Supplies	\$3,500.00	\$354.69	\$2,422.88	\$1,077.12	69.23%
E 101-45100-212 Motor Fuels	\$4,300.00	\$270.81	\$1,864.45	\$2,435.55	43.36%
E 101-45100-213 Diesel Fuel	\$3,000.00	\$377.30	\$1,512.93	\$1,487.07	50.43%
E 101-45100-220 Repair/Maint Supply - Equip	\$11,000.00	\$466.86	\$5,708.96	\$5,291.04	51.90%
E 101-45100-221 Repair/Maint Vehicles	\$1,500.00	\$600.35	\$1,524.33	-\$24.33	101.62%
E 101-45100-223 Bldg Repair Suppl/Maintena	\$22,000.00	\$4,130.57	\$134,696.98	-\$112,696.98	612.26%
E 101-45100-231 Chemicals/Landscaping	\$4,000.00	\$735.26	\$3,253.43	\$746.57	81.34%
E 101-45100-235 Signs	\$400.00	\$0.00	\$175.22	\$224.78	43.81%
E 101-45100-240 Small Tools and Minor Equip	\$1,500.00	\$0.00	\$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	\$120.99	\$328.66	\$171.34	65.73%
E 101-45100-259 Uniform - Staff	\$1,570.00	\$72.98	\$772.92	\$797.08	49.23%
E 101-45100-303 Engineering Fees	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%

We should be at 66.6% of our Budget

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Account Descr	2025 YTD Budget	MTD Amt	2025 YTD Amt	2025 YTD Balance	%YTD Budget
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	\$39.97	\$333.13	\$666.87	33.31%
E 101-45100-310 Program Supplies	\$1,500.00	\$233.10	\$698.65	\$801.35	46.58%
E 101-45100-311 Softball/Baseball	\$1,500.00	\$1,147.00	\$1,411.20	\$88.80	94.08%
E 101-45100-312 Pickleball	\$0.00	\$1,437.06	\$1,773.05	-\$1,773.05	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	\$0.00	\$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 101-45100-319 Donation Expenditures	\$0.00	\$896.00	\$896.00	-\$896.00	0.00%
E 101-45100-320 Communications	\$6,000.00	\$680.58	\$4,714.73	\$1,285.27	78.58%
E 101-45100-322 Postage	\$150.00	\$0.00	\$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	\$200.00	\$648.87	\$351.13	64.89%
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	\$1,756.85	\$10,101.18	\$4,898.82	67.34%
E 101-45100-383 Gas Utilities	\$10,000.00	\$180.30	\$7,270.15	\$2,729.85	72.70%
E 101-45100-384 Refuse/Garbage Disposal	\$800.00	\$120.29	\$938.53	-\$138.53	117.32%
E 101-45100-403 Improvements Other Than B	\$3,800.00	\$1,227.00	\$3,902.00	-\$102.00	102.68%
E 101-45100-405 Cleaning Services	\$23,575.00	\$2,231.25	\$16,470.00	\$7,105.00	69.86%
E 101-45100-413 Office Equipment Rental/Re	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
E 101-45100-415 Equipment Rental	\$500.00	\$0.00	\$335.00	\$165.00	67.00%
E 101-45100-430 Miscellaneous	\$1,500.00	\$924.98	\$3,278.00	-\$1,778.00	218.53%
E 101-45100-433 Dues/Contracts/Subscription	\$3,011.00	\$601.00	\$2,552.76	\$458.24	84.78%
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	\$1,497.00	\$4,783.00	-\$1,783.00	159.43%
E 101-45100-445 Sr Meals Expense	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
E 101-45100-448 Weight Room Ins Reimbur	\$150.00	\$10.00	\$90.25	\$59.75	60.17%
E 101-45100-452 Refund	\$150.00	\$0.00	\$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	\$0.00	\$1,647.53	\$352.47	82.38%
E 101-45100-459 PAL Foundation Expenditure	\$73,000.00	\$3,875.53	\$77,003.67	-\$4,003.67	105.48%
E 101-45100-461 Silver Sneakers	\$6,500.00	\$609.00	\$5,510.00	\$990.00	84.77%
E 101-45100-500 Capital Outlay -	\$426,600.00	\$0.00	\$252,000.35	\$174,599.65	59.07%
E 101-45100-600 Principal	\$840.00	\$83.50	\$578.99	\$261.01	68.93%
E 101-45100-610 Interest	\$15.00	\$13.68	\$101.28	-\$86.28	675.20%
45100 Park and Recreation (GENERAL)	\$1,122,608.00	\$54,735.25	\$845,323.48	\$277,284.52	
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	\$6,872.23	\$37,198.78	-\$37,198.78	0.00%
45126 Parks and Rec Trails	\$0.00	\$6,872.23	\$37,198.78	-\$37,198.78	
45500 Library					
E 101-45500-101 Assistant	\$27,560.00	\$1,900.00	\$18,775.00	\$8,785.00	68.12%
E 101-45500-121 PERA	\$2,067.00	\$142.51	\$1,408.18	\$658.82	68.13%
E 101-45500-122 FICA	\$2,108.00	\$135.89	\$1,355.54	\$752.46	64.30%
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%



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Account Descr	2025 YTD Budget	MTD Amt	2025 YTD Amt	2025 YTD Balance	%YTD Budget
E 101-45500-201 Library Operating Supplies	\$2,000.00	\$21.75	\$1,245.52	\$754.48	62.28%
E 101-45500-202 Library Subscriptions	\$600.00	\$0.00	\$70.60	\$529.40	11.77%
E 101-45500-203 Library Books	\$5,000.00	\$308.52	\$3,025.34	\$1,974.66	60.51%
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	\$90.00	\$270.00	-\$170.00	270.00%
E 101-45500-319 Donation Expenditures	\$0.00	\$2,000.00	\$2,000.00	-\$2,000.00	0.00%
E 101-45500-320 Communications	\$1,000.00	\$25.66	\$175.24	\$824.76	17.52%
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	\$60.86	\$94.82	\$905.18	9.48%
E 101-45500-433 Dues/Contracts/Subscription	\$2,200.00	\$0.00	\$2,505.00	-\$305.00	113.86%
E 101-45500-443 Sales Tax	\$615.00	\$181.00	\$326.00	\$289.00	53.01%
E 101-45500-452 Refund	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
E 101-45500-459 PAL Foundation Expenditure	\$250.00	\$51.49	\$1,233.70	-\$983.70	493.48%
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	\$55.67	\$385.99	\$161.01	70.56%
E 101-45500-610 Interest	\$8.00	\$9.12	\$67.53	-\$59.53	844.13%
45500 Library	\$49,938.00	\$4,982.47	\$33,324.76	\$16,613.24	
48000 Recycling					
E 101-48000-388 Recycling Expenses	\$500.00	\$25.00	\$175.00	\$325.00	35.00%
48000 Recycling	\$500.00	\$25.00	\$175.00	\$325.00	
101 GENERAL FUND	\$7,256,161.00	\$483,862.65	\$4,422,134.85	\$2,834,026.15	
301 DEBT SERVICE FUND					
47000 \$3,815,000 GO CIP 2019A					
E 301-47000-600 Principal	\$235,000.00	\$0.00	\$235,000.00	\$0.00	100.00%
E 301-47000-610 Interest	\$57,031.00	\$0.00	\$57,031.26	-\$0.26	100.00%
E 301-47000-620 Fiscal Agent s Fees	\$500.00	\$800.00	\$1,295.00	-\$795.00	259.00%
47000 \$3,815,000 GO CIP 2019A	\$292,531.00	\$800.00	\$293,326.26	-\$795.26	
47014 2018 Series A Bonds					
E 301-47014-600 Principal	\$90,000.00	\$0.00	\$90,000.00	\$0.00	100.00%
E 301-47014-610 Interest	\$7,638.00	\$0.00	\$7,637.50	\$0.50	99.99%
E 301-47014-620 Fiscal Agent s Fees	\$500.00	\$800.00	\$1,295.00	-\$795.00	259.00%
47014 2018 Series A Bonds	\$98,138.00	\$800.00	\$98,932.50	-\$794.50	
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	\$0.00	\$11,250.00	\$0.00	100.00%
E 301-47015-620 Fiscal Agent s Fees	\$500.00	\$800.00	\$1,295.00	-\$795.00	259.00%
47015 47015 Series 2015B/2021A	\$136,750.00	\$800.00	\$137,545.00	-\$795.00	
47016 2025 Go Bonds-Roads 2024/2025					
E 301-47016-600 Principal	\$128,500.00	\$0.00	\$0.00	\$128,500.00	0.00%
47016 2025 Go Bonds-Roads 2024/2025	\$128,500.00	\$0.00	\$0.00	\$128,500.00	
47100 2022A ROAD BONDS					
E 301-47100-600 Principal	\$42,000.00	\$0.00	\$42,000.00	\$0.00	100.00%
E 301-47100-610 Interest	\$32,260.00	\$0.00	\$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	\$0.00	\$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	\$0.00	\$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	\$0.00	\$117,779.60	\$2,376.40	

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Account Descr	2025 YTD Budget	MTD Amt	2025 YTD Amt	2025 YTD Balance	%YTD Budget
301 DEBT SERVICE FUND	\$850,610.00	\$2,400.00	\$720,977.76	\$129,632.24	
405 TAX INCREMENT FINANCE PROJECTS					
46000 Tax Increment Financing					
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	\$6,180.00	\$6,931.52	\$11,168.48	38.30%
47009 2003 Joint Facility	\$18,100.00	\$6,180.00	\$6,931.52	\$11,168.48	
502 ECONOMIC DEVELOPMENT FUND	\$18,100.00	\$6,180.00	\$6,931.52	\$11,168.48	
601 SEWER OPERATING FUND					
43200 Sewer					
E 601-43200-100 Wages - Dept Heads	\$44,106.00	\$3,407.80	\$28,958.79	\$15,147.21	65.66%
E 601-43200-114 Sewer Operator Wages	\$105,360.00	\$4,115.44	\$78,103.46	\$27,256.54	74.13%
E 601-43200-121 PERA	\$11,210.00	\$479.63	\$7,706.91	\$3,503.09	68.75%
E 601-43200-122 FICA	\$11,434.00	\$501.52	\$7,065.42	\$4,368.58	61.79%
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	\$1,779.95	\$28,795.82	\$6,644.18	81.25%
E 601-43200-132 Employer Paid Disability	\$229.00	\$12.61	\$100.88	\$128.12	44.05%
E 601-43200-133 Employer Paid Dental	\$2,109.00	\$68.92	\$1,605.40	\$503.60	76.12%
E 601-43200-134 Employer Paid Life	\$156.00	\$10.26	\$165.14	-\$9.14	105.86%
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	\$0.00	\$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	\$1,586.45	\$2,048.82	-\$548.82	136.59%
E 601-43200-210 Operating Supplies	\$4,000.00	\$209.03	\$1,123.34	\$2,876.66	28.08%
E 601-43200-212 Motor Fuels	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
E 601-43200-213 Diesel Fuel	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
E 601-43200-220 Repair/Maint Supply - Equip	\$30,030.00	\$7,386.96	\$30,236.98	-\$206.98	100.69%
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	\$200.77	\$7,029.03	\$970.97	87.86%
E 601-43200-229 Oper/Maint - Lift Station	\$18,000.00	\$7,096.01	\$12,519.21	\$5,480.79	69.55%
E 601-43200-230 Repair/Maint - Collection Sys	\$15,000.00	\$8.98	\$4,502.56	\$10,497.44	30.02%
E 601-43200-231 Chemicals/Landscaping	\$20,000.00	\$6,438.04	\$25,321.81	-\$5,321.81	126.61%
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	\$501.00	\$1,971.69	-\$1,721.69	788.68%
E 601-43200-320 Communications	\$4,600.00	\$144.03	\$1,950.84	\$2,649.16	42.41%
E 601-43200-321 Communications-Cellular	\$1,600.00	\$49.93	\$349.51	\$1,250.49	21.84%
E 601-43200-322 Postage	\$1,000.00	\$0.00	\$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	\$2,900.07	\$18,714.99	\$21,285.01	46.79%
E 601-43200-383 Gas Utilities	\$3,000.00	\$20.93	\$1,842.20	\$1,157.80	61.41%
E 601-43200-406 Lab Testing	\$22,000.00	\$2,683.70	\$9,970.74	\$12,029.26	45.32%
E 601-43200-407 Sludge Disposal	\$47,120.00	\$10,200.77	\$28,494.13	\$18,625.87	60.47%
E 601-43200-420 Depreciation Expense	\$350,000.00	\$0.00	\$0.00	\$350,000.00	0.00%



We should be at 66.6% of our Budget

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Account Descr	2025 YTD Budget	MTD Amt	2025 YTD Amt	2025 YTD Balance	%YTD Budget
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	\$81.05	\$3,390.85	\$1,609.15	67.82%
E 601-43200-442 Safety Prog/Equipment	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
E 601-43200-443 Sales Tax	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
E 601-43200-450 Permits or House Burns	\$2,000.00	\$1,481.18	\$1,481.18	\$518.82	74.06%
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	\$51,365.03	\$340,982.69	\$648,776.31	
601 SEWER OPERATING FUND	\$989,759.00	\$51,365.03	\$340,982.69	\$648,776.31	
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	\$0.00	\$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	\$0.00	\$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	\$0.00	\$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	\$0.00	\$128,186.00	\$1,511.00	
651 SEWER RESTRICTED SINKING FUND	\$243,177.00	\$0.00	\$241,391.00	\$1,786.00	
	\$9,369,428.00	\$543,807.68	\$5,732,573.92	\$3,636,854.08	

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# City of Crosslake

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## Balance Sheet

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AUGUST

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	\$114,603.13	\$493,230.21	\$5,497,208.36	\$5,924,313.00	\$5,748,982.82
G 101-10150 Cash - Phone Company Proceed	\$1,981,425.76	\$6,607.03	\$0.00	\$58,907.87	\$190,902.99	\$1,849,430.64
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	\$10,249.85	\$10,249.85	\$103,106.52	\$103,106.52	\$0.00
G 101-21702 State Withholding	\$0.00	\$5,579.23	\$5,579.23	\$50,619.73	\$50,619.73	\$0.00
G 101-21703 FICA Withholding(Incl Medicare	\$375.24	\$14,841.20	\$14,841.20	\$139,086.12	\$139,461.36	\$0.00
G 101-21704 PERA	\$0.00	\$26,385.67	\$26,385.67	\$233,946.47	\$233,946.47	\$0.00
G 101-21706 Hospitalization/Medical Ins	\$0.00	\$33,090.71	\$30,749.58	\$269,778.80	\$279,860.83	-\$10,082.03
G 101-21707 Union Dues	\$0.00	\$1,122.88	\$1,122.88	\$9,485.98	\$9,485.98	\$0.00
G 101-21708 HCSP	\$1,500.00	\$2,125.28	\$2,125.28	\$25,492.64	\$23,842.64	\$3,150.00
G 101-21710 Life Insurance	\$0.00	\$410.60	\$402.14	\$3,515.02	\$3,698.40	-\$183.38
G 101-21712 Savings	\$6,744.00	\$1,162.00	\$1,162.00	\$9,296.00	\$14,246.00	\$1,794.00
G 101-21713 Dental	\$1,858.00	\$2,077.68	\$1,927.06	\$17,069.63	\$17,175.58	\$1,752.05
G 101-21714 Deferred Compensation	\$0.00	\$570.00	\$570.00	\$4,545.00	\$4,545.00	\$0.00
G 101-21715 Vision Insurance	\$104.40	\$110.49	\$110.49	\$884.21	\$982.52	\$6.09
G 101-21716 Flexible Benefit Plan	-\$1,223.21	\$0.00	\$908.10	\$31,942.27	\$33,797.44	-\$3,078.38
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	\$486,934.59	\$116,506.65	\$6,146,934.88	\$5,571,835.04	-\$257,532.54
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	\$6,607.03	\$0.00	\$58,907.88	\$6,572.19	-\$5,599,160.30
G 101-29350 FB - UnRes Ua - Phone Co	-\$2,516,878.76	\$0.00	\$6,607.03	\$6,572.19	\$58,907.88	-\$2,569,214.45

Account Descr	Begin Yr	MTD Debit	MTD Credit	YTD Debit	YTD Credit	Current Balance
101 GENERAL FUND	\$0.00	\$712,477.37	\$712,477.37	\$12,667,299.57	\$12,667,299.57	\$0.00
301 DEBT SERVICE FUND						
G 301-10100 Cash	\$1,011,072.52	\$0.00	\$2,400.00	\$839,398.04	\$1,034,386.17	\$816,084.39
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	\$0.00	\$0.00	\$192,514.42	\$128,478.80	\$64,035.62
G 301-28400 FB - Restricted for Debt Ser.	-\$1,024,321.52	\$2,400.00	\$0.00	\$841,871.75	\$710,919.24	-\$893,369.01
301 DEBT SERVICE FUND	\$0.00	\$2,400.00	\$2,400.00	\$1,873,784.21	\$1,873,784.21	\$0.00
405 TAX INCREMENT FINANCE PROJECTS						
G 405-10100 Cash	\$14,465.86	\$6,693.51	\$6,693.51	\$19,279.74	\$11,998.61	\$21,746.99
G 405-28500 FB - Restricted for TIF	-\$14,465.86	\$6,693.51	\$6,693.51	\$11,998.61	\$19,279.74	-\$21,746.99
405 TAX INCREMENT FINANCE PROJECTS	\$0.00	\$13,387.02	\$13,387.02	\$31,278.35	\$31,278.35	\$0.00
502 ECONOMIC DEVELOPMENT FUND						
G 502-10100 Cash	\$25,344.67	\$0.00	\$6,180.00	\$17,461.41	\$13,431.08	\$29,375.00
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	\$6,180.00	\$0.00	\$13,431.08	\$17,461.41	-\$29,874.00
502 ECONOMIC DEVELOPMENT FUND	\$0.00	\$6,180.00	\$6,180.00	\$30,892.49	\$30,892.49	\$0.00
601 SEWER OPERATING FUND						
G 601-10100 Cash	\$481,716.82	\$42,393.50	\$51,430.03	\$533,509.27	\$437,071.57	\$578,154.52
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	\$4,115.44	\$0.00	\$135,909.70	\$155,726.58	-\$205,445.09
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	\$47,314.59	\$42,393.50	\$328,180.80	\$404,801.62	-\$2,470,660.72

Account Descr	Begin Yr	MTD Debit	MTD Credit	YTD Debit	YTD Credit	Current Balance
601 SEWER OPERATING FUND	\$0.00	\$93,823.53	\$93,823.53	\$997,599.77	\$997,599.77	\$0.00
651 SEWER RESTRICTED SINKING FUND						
G 651-10100 Cash	\$463,355.74	\$0.00	\$0.00	\$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	\$0.00	\$0.00	\$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	\$0.00	\$0.00	\$577,129.56	\$577,129.56	\$0.00
	\$0.00	\$828,267.92	\$828,267.92	\$16,177,983.95	\$16,177,983.95	\$0.00





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Crosslake Police Department  
Monthly Report: August 2025

911 Hangup	5	Public Assist	11
Agency Assist	32	Ride Along	1
Alarm	16	Scam/Con	1
Animal Complaint	2	Suicidal Person	1
ATV	2	Suspicious Activity	2
Background	3	Suspicious Person	1
City Delivery	1	Suspicious Vehicle	7
Civil Problem	9	Theft	4
Death	1	Traffic Arrest	2
Disturbance	3	Traffic Warning	104
Driving Complaint	6	Traffic Citation	28
EMS	33	Trespass	2
Escort	1	Vulnerable Adult	3
Extra Patrol	1	Warrant Service Attempt	1
Fire	1	Welfare Check	6
Found Property	5		
Fraud	2		
Gas Leak	2		
Harassing Communications	1		
Hazard In Road	3		
Information	8		
Intoxicated Person	1		
Liquor Violation	1		
Motorist Assist	4		
Noise Complaint	5		
Ordinance Violation	13		
Parking Complaint	10		
Personal Injury Accident	1		
Property Damage Accident	7	<b>TOTAL</b>	<b>353</b>



Crosslake Police Department  
Mission Township  
Monthly Report: August 2025

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Agency Assist	3
Background	1
Driving Complaint	1
Hazard In Road	1
Motorist Assist	2
Property Damage Accident	1
Suspicious Vehicle	1
Traffic Warning	55
Traffic Citation	34
Warrant Service Attempt	2

TOTAL: 101



Crosslake Police Department  
Manhattan Beach  
Monthly Report: August 2025

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Animal Complaint	1
Driving Complaint	1
Traffic Warning	22
Traffic Citation	8

TOTAL: 32





# Crosslake Fire Department

Date: August 2025

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## Incidents

Description of Incident	Calls	YTD
<b>3 - Rescue &amp; Emergency Medical Services</b>		
311 - Medical Assist - Assist EMS Crew	30	216
300 - Rescue, EMS Incident		
322/323 - Motor Vehicle Accident with Injuries	1	6
324 - Motor Vehicle Accident with No Injuries	2	4
351 - Remove from Elevator		
341/361/362/381 - Search for Person/Water Rescue/Ice Rescue/Standby		4
<b>Total:</b>	<b>33</b>	<b>230</b>
<b>1 - Fire</b>		
111 - Building Fire		2
111 - Building Fire (Mutual Aid)		7
112/118/113/114/123/151/154/162 - Fire Other / Chimney Fire	1	3
141/142/143 - Forest, Woods, Brush, Grass Fire		3
130/131/134/138/142 - Mobile Property/Automobile Fire/Off Road Vehicle		2
<b>Total:</b>	<b>1</b>	<b>17</b>
<b>4 - Hazardous Condition (No Fire)</b>		
411 - Gasoline or other Flammable Liquid Spill		
412 - Gas Leak (Natural Gas or LPG)	2	8
424 - Carbon Monoxide Incident		1
444 - Power Line Down/Trees on Road		4
445 - Arcing, Shorted Electrical Equipment		
<b>Total:</b>	<b>2</b>	<b>13</b>
<b>5 - Service Call</b>		
561 - Unauthorized Burning		
531/521 - Smoke or Odor Removal / Water Problem		1
542/550/553 - Public Service/ Public Assist / 571 - Standby	3	35
551 - Agency Assist	3	14
<b>Total:</b>	<b>6</b>	<b>50</b>
<b>6 - Good Intent Call</b>		
611 - Dispatched and Cancelled en route	1	15
600/631 - Good Intent Call/Authorized Burning		
651/652 - Smoke scare, Odor of smoke		2
661 - EMS Party Transport - Aircare - Traffic Control	3	15
<b>Total:</b>	<b>4</b>	<b>32</b>
<b>7 - False Alarm &amp; False Call</b>		
711/735/740/743/740/745 - Smoke Detector Activation - No Fire	1	13
746 - Carbon Monoxide Detector Activation - No CO		4
731/732 - Sprinkler Activation due to Malfunction	1	2
<b>Total:</b>	<b>2</b>	<b>19</b>
<b>8 - Severe Weather &amp; Natural Disaster</b>		
814 - Lightning Strike (No Fire)		
813/815 - Wind Storm/Severe Weather Standby		6
<b>Total:</b>	<b>0</b>	<b>6</b>
<b>Total Incidents:</b>	<b>48</b>	<b>367</b>



## Crosslake Incident Type Report Property Loss

Incident Type	Total Incidents	Total Incidents % of Incidents	Total Property Loss	Total Content Loss	Total Loss
<b>Incident Type Category: 1 - Fire</b>					
118 - Trash or rubbish fire, contained	1	2.1%			
<b>Total:</b>	<b>1</b>	<b>Total: 2.1%</b>	<b>Total: 0</b>	<b>Total: 0</b>	<b>Total: 0</b>
<b>Incident Type Category: 3 - Rescue &amp; Emergency Medical Service Incident</b>					
311 - Medical assist, assist EMS crew	30	62.5%			
322 - Motor vehicle accident with injuries	1	2.1%			
324 - Motor vehicle accident with no injuries.	2	4.2%			
<b>Total:</b>	<b>33</b>	<b>Total: 68.7%</b>	<b>Total: 0</b>	<b>Total: 0</b>	<b>Total: 0</b>
<b>Incident Type Category: 4 - Hazardous Condition (No Fire)</b>					
412 - Gas leak (natural gas or LPG)	2	4.2%			
<b>Total:</b>	<b>2</b>	<b>Total: 4.2%</b>	<b>Total: 0</b>	<b>Total: 0</b>	<b>Total: 0</b>
<b>Incident Type Category: 5 - Service Call</b>					
551 - Assist police or other governmental agency	3	6.3%			
553 - Public service	2	4.2%			
571 - Cover assignment, standby, moveup	1	2.1%			
<b>Total:</b>	<b>6</b>	<b>Total: 12.5%</b>	<b>Total: 0</b>	<b>Total: 0</b>	<b>Total: 0</b>
<b>Incident Type Category: 6 - Good Intent Call</b>					
611 - Dispatched and cancelled en route	1	2.1%			
661 - EMS call, party transported by non-fire agency	3	6.3%			
<b>Total:</b>	<b>4</b>	<b>Total: 8.3%</b>	<b>Total: 0</b>	<b>Total: 0</b>	<b>Total: 0</b>
<b>Incident Type Category: 7 - False Alarm &amp; False Call</b>					
711 - Municipal alarm system, malicious false alarm	1	2.1%			
735 - Alarm system sounded due to malfunction	1	2.1%			
<b>Total:</b>	<b>2</b>	<b>Total: 4.2%</b>	<b>Total: 0</b>	<b>Total: 0</b>	<b>Total: 0</b>
<b>Total:</b>	<b>48</b>	<b>Total: 100.0%</b>	<b>Total: 0</b>	<b>Total: 0</b>	<b>Total: 0</b>

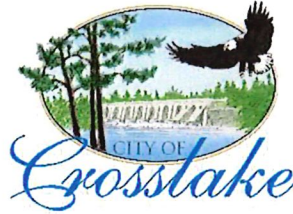
## Report Filters

Basic Incident Date Time: is between '8/1/2025' and '8/31/2025'

Agency Name: is equal to 'CROSSLAKE'

## Report Criteria

Incident Type (Fd1.21): Is Not Blank



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## CROSSLAKE PUBLIC SAFETY COMMISSION

Minutes – August 6, 2025 9:00AM

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

1. Call to Order – 0903
2. Approve Minutes July 2, 2025 – **Motion by Heales, seconded by Maier – MOTION CARRIES**
3. Signage and Painting Along CR 66 Corridor
  - Chief Maier stated he received a request from the mayor to have the curb painted yellow near the crosswalk at CR 66/Daggett Pine Rd. There are two STRs near there that frequently have vehicles parked on the road that limit the line of sight for pedestrians stepping out into the crosswalk. Pat Wehner was asked to add it to his list of curbs to paint. Crosswalk signs have been installed.

Motion to recommend to council to move forward with painting curbs along CR 66 Corridor – **Motion by Herzog, seconded by Lohmiller – MOTION CARRIES**

4. Jumping from Bridges within Crosslake – Proposal for Signage
  - Chief Maier spoke on the ongoing issue of juveniles jumping from bridges into the lake channels. Maier advised there was no state law against it, however, there is a city ordinance that reads 'no fishing/no jumping from bridges.' Maier states that officers have been stopping and speaking with jumpers and advising them that jumping is prohibited and to move along. He went on to state that we don't have a city attorney to prosecute for city ordinances and the county attorney will only prosecute with repeat offenses. An e-mail from County Highway Department states there is no uniform sign that is used. Rob Kniefel stated there are universal signs that can be purchased and placed. Discussion ensued about where to place the signs.

Motion to recommend to council for the purchase and placement of No Jumping signs on both sides of the CR 66 bridge (Cross/Daggett channel) in the city road right of way – **Motion by Sylvester, seconded by Herzog – MOTION CARRIES**

5. Long Term Planning – Public Safety: Fire and Police

- Chief Lohmiller and Chief Maier spoke on the Strategic Growth Committee meeting occurring on August 13<sup>th</sup>. Councilmember Sandy Farder expressed her desire for Lohmiller and Maier to attend to represent the City. Lohmiller is unavailable to attend. He put together a document about the fire department and emergency management for Sandy. He provided a copy to the group and provided an overview. Lohmiller brought attention to the last page, which discusses the lack of EMS/Ambulance Coverage in the City, since North Memorial launched their new staffing model. Current response time for North to Crosslake is 32-35 minutes. The group expressed their concerns about this and options on how to fix the issue. It was stated there are changes happening in the legislature involving PSAs. Discussion ensued. Mayor Jackson stated he wants to put a letter out on social media about needing dedicated ambulance service back in Crosslake. Rob Kniefel asked for more clarification on the ambulance issue. Lohmiller reiterated that in 2012, the City provided and maintained dedicated quarters for North and paid them \$1000 a month to post there. It was suggested that a model be created about what it would look like to have a Crosslake Ambulance service. Lohmiller states that he as well as the mayor are receiving lots of calls from the community expressing the same concerns over the current issues with North. Ideas were discussed of how to make it work, using the City of Longville as an example. The group agreed to hold off on a motion to council at this time and to continue discussion. Sylvester wanted the minutes to reflect that there was ‘a conversation of concern’ regarding the ambulance service response times.

6. Immigration and Customs Enforcement Memorandum of Understanding

- Robin Sylvester stated that the City of Brainerd passed a resolution to support the Crow Wing County Sheriff's Office/ICE MOU. Sylvester said she thinks it is important that as members of the county, the City of Crosslake should do the same. Sylvester read Sheriff Eric Klang's memo

to ICE. She then read the City of Brainerd's resolution. Sylvester offered her recommendation on wording a resolution for the City. The group offered helpful edits.

Motion to recommend to council to pass a resolution supporting the Crow Wing County/ICE MOU – **Motion by Lohmiller, seconded by Mower – MOTION CARRIES**

7. New Business

- Chief Maier stated that Sgt. Tony Marks is working on applying for some grants. He also gave info to the group about the installation and operation of Flock Safety cameras.
- Mayor Purfeerst asked the status of 24-hour coverage with the addition of a 7<sup>th</sup> officer. Maier stated that was discussed but not decided upon. For officer health and wellness, he prefers the current rotation, with a maximum of 3 hours uncovered.
- Curt Mowers inquired about the accountability for MN Roots with the new THC laws in effect. Maier stated that him and Administrator Conway were working on it.

8. Motion to Adjourn at 0952 – **Motion by Heales, seconded by Mowers**



B) Comments from the commission – Peter – Camp Kimchee will be in Crosslake July 8-9, Pickleball club is doing a mini tournament and lessons for some. Also, they will not be doing the senior tournament in September this year. The total raised for the courts was \$74,880.96 with another \$1,000 pledged. Mary Jo – Loon center updates, trash pickup and festival were both successful.

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

VII) Open Forum – None

VIII) Adjourn

**Motion to adjourn.**

**Heather/Joe**

**Favor: All**

**Opposed: None**



D.9.

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

Pursuant to due notice and call the Public Works Commission held its regular monthly meeting on Monday, August 4, 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. We had 8 people in the audience.

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

A MOTION WAS MADE BY DAVE SCHRUPP AND SECONDED BY MARY PRESCOTT TO APPROVE THE MEETING MINUTES FROM JULY 7 AND SPECIAL MEETING MINUTES FROM JULY 21, 2025, AFTER MAKING A CHANGE ON PAGE 2 AND PAGE 3.  
A ROLL CALL VOTE CARRIED WITH ALL AYES.

Pat updated us on the status of retro fitting and installation of the streetlights along Swann Drive and mentioned that they will be done, and he will also make sure that they are all LED Lighting.

Phil gave an update on the County participation in the cost of Chip Sealing Public Works Facility and mentioned that he had no updates from the County thus far and is still waiting for the County to respond.

Pat updated the status of the bridge maintenance and mentioned that it is scheduled, and his Public Works Department will complete the remainder.

Phil discussed the letter from Jordan Larson regarding the Future County Highway Project to rehabilitate CR 103 and stated it is a letter for us to be updated and for us to review the project.

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 having 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.

Phil gave an update on Year-2 Road Improvements and said all work is complete and he requested the project cost to date from the County.

Phil reviewed the preliminary assessment rolls based on the PW Commission Special Meeting from July 21, 2025. He thanked and appreciated each of the Commissioners for their time and effort to all work together. Phil has recalculated the assessments using the same criteria as last years but adding a 10% inflation to each parcel.

**Residential-**

Single less than 5 acres \$2,200

Single over 5 acres \$3,850

Townhomes/Condo's \$550

**Commercial-**

Less than 1 acre \$2,200

Using a different multiplier of 1 acre or less (multiplied per acre) \$2,200

Resorts/Seasonal \$550 per cabin

Crosswoods Golf Course is classified as Class 5 Rural Residential.

Last year's assessment for Condo/Townhomes was assessed at \$500 and will change to \$550 this year due to inflation.

Reeds came in at \$21,600 and using the new calculation multiplier brought it down to \$8,800.

Loon Center came in at \$29,500 and new calculations came in approximately \$6,000-\$8,500

Lakes Area Kids Enrichment from \$15,501 down to \$11,000. Questions were made on can some of the land be developed or anything be done with the land?

These are only the preliminary assessments, and the Council has the final say on the amounts. The residents still can oppose their assessment if they feel they are not accurate or fair. We are trying to follow what has been done historically and be consistent. This is the first time the city has assessed any commercial property.

Phil will also provide an approximate total for the final project.

Phil is going to work on the assessments that were left blank and present these to the council on Monday, August 11<sup>th</sup>.

Robert Street has some blank assessments as noted and these may be assessed with the other road improvements in the upcoming projects.

The Commission mentioned that if it is a buildable lot, they should be assessed in full. Non-Buildable Plated Parcels/Vacant Residential will also be \$2,200.

Phil mentioned that he did have a scenario on last year's Park Place Private Road off Daggett Pine and he had adjusted a property from 4 to 3 parcels.

Road Improvement Assessments were discussed in length. A summary similar to the following will be provided to the council.

Property Description	2024 Assessment	2025 Preliminary Assessment	Nagel Recommendation
NL Single Family	2,000	2,200	
Residential 5+ Acres	3,500	3,850	
Townhomes/Condo	500	550	
Commercial Single		2200 * Lot Size	
Resort		500*13, +2,200	

There were questions regarding Non-buildable Lots and how they've been assessed in the past. The group wanted Phil to add assessments to all properties to be consistent.

The commercial rates were still a challenge for the committee as with the 2,200 and special calculation for the Resort the amounts (difference from Nagel and the 2,200 approach seemed to benefit the larger parcels and cost the smaller parcels more). The savings to the commercial were inconsistent through this methodology.

Phil will discuss with Chris Pence and Cheryl Stuckmayer in Planning and Zoning buildable vs non buildable to have a better understanding of how they might have been treated in the past.

Phil will create a 2024/2025/Nagel grid diagram for the City Council on residential and commercial properties with a full breakdown.

Harbor Lane improvements have Easement agreements from 5 residents that will not be receiving a letter with assessment amounts since the city has received a legal document from the property owners for a swap of the easement in exchange for the road assessment fee.

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.

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.

Phil discussed the letter received by Golfview Owners Association, Inc and that they should follow the recommendation summary chart that will be presented by Phil at the city council meeting on Monday, August 11<sup>th</sup>.

Pat/Phil are looking for a committee for the rocess management team for the trail and Dave Schrupp & Tim Berg have both volunteered.

Pat gave an update on the Wastewater Plant and mentioned that the filters are being worked on and should be completed for approximately \$20,000. Our filters are partially clogged. Once cleaned and fixed, we should then be rated for 150,000-200,000 gallons daily. If we have more issues after the filters are updated, we will have to take more action.

Pat mentioned that the County made an offer to have his Public Works Department staff attend a simulator training course paid for by the county.

A MOTION WAS MADE BY TIM BERG AND SECONDED BY TOM SWENSON TO  
ADJOURN THE MEETING AT 6:20 P.M.  
A ROLL CALL VOTE CARRIED WITH ALL AYES.



Sharyl Murphy  
Deputy Clerk/City Treasurer





D.  
10.

**STATED MINUTES**  
**City of Crosslake**  
**Planning Commission/Board of Adjustment**  
**July 25, 2025**  
**9:00 A.M.**  
**Crosslake City Hall**  
**13888 Daggett Bay Road, Crosslake, MN 56442**

1. Present: Chair David Fuhs; Kristin Graham; Joseph O'Leary; Jeremy Johnson; Alternate Cooper Hanning; and Liaison Council Member Jayme Knapp  
Absent: Vice Chair Jeff McGrath; Alternate Joel Knippel  
Staff: Cheryl Stuckmayer, Planner-Zoning Coordinator

2. June 26, 2025 Minutes – **Motion by O'Leary; supported by Graham to approve the minutes as written. All members voting "Aye", Motion carried.**

**VARIANCE APPLICATIONS**

Staff does not make decisions as to whether a variance application gets approved or denied. Staff's job is to inform the applicant of the requirements for submitting a variance, assess whether the application is complete when it is submitted and then presenting the facts of the application to the Planning Commission/Board of Adjustment (PC/BOA).

The PC/BOA determines whether they approve or deny an application at the public hearing as per Minnesota Statute 462 and the Crosslake Land Use Ordinance.

Through the process, staff does try to recommend different solutions and gives their opinion as to whether the PC/BOA may approve or deny the application, but they cannot reject a completed application. Even if staff feels that the application may be denied by the PC/BOA, they are obligated to accept the application and bring it to the PC/BOA.

Every property owner has the right to ask for a variance per Article 8 of the Land Use Ordinance.

Anyone that feels the PC/BOA has erred, could appeal their decision, per Article 8 of the Land Use Ordinance.

3. Old Business-Variations are heard on their individual requests, past variances hold no precedents. Commissioners may table the request if needed and an applicant can withdraw their request. If the variance(s) is/are approved, all existing nonconformities will be eliminated and will hereafter be required to follow the variance decision. If a variance is denied the applicant can rebuild the nonconformity as is per the Crosslake Ordinance.

3.1 None

4. New Business

4.1 Adam L & Jennifer A Gilmore - Variance for setbacks to the road right-of-way and side yard

4.2 James Haertzen – Administration Appeal

5. Other Business

5.1 Staff report

6. Open Forum – No action will be taken on any of the issues raised. If appropriate, the issues will be placed on the agenda of a future PC/BOA meeting. Speakers must state their name and address. Each speaker is given a three minute time limit.

7. Adjournment

**Adam L & Jennifer A Gilmore  
14070525**

Fuhs announced the variance request and invited Koenig, the applicant/owner's builder along with the owner Gilmore to the podium. Fuhs read the variance request, notices sent out per city ordinance and Minnesota State Statue 462 requirements, project details, impervious percentage, stormwater management plan submitted on the survey, septic compliance dated 10-8-2024 is on file, no comments received, and history of the parcel into the record.

Commissioners, owner, builder and staff had a discussion/explanation on: Fuhs-at the on-site yesterday, July 24<sup>th</sup>, shed a different light on the proposal versus the paperwork that was submitted; the stormwater management plan (SWMP)-Koenig-downspouts with 4" schedule 40 PVC line to gully/low area, with one at the top 16" deep underground from a 10"x10" box with outlet to 4" PVC with pop up to release water, also same type of system on the other side of the structure; O'Leary-it is our job to protect the water quality and your responsibility to follow thru with the SWMP that will protect the water; Gilmore-gave history of his time here in Crosslake, his path to purchasing this property, wants to use this property more, family members and their activities at the property; Johnson-construction vehicles to be controlled, not left on the road; Koenig-neighbor okayed the use of their property for some of the vehicles; Gilmore-parking/snow plowing should be not problem; Fuhs-trees to be removed; road maintenance, this road is not a throughfare; possible conditions brought up; original metes & bounds subdivision had conditions that no variance was to be had in the future, but the conversation still needs to be had on the current submitted variance request; O'Leary-septic concerns; staff-no bedrooms being added. Fuhs opened the public hearing with no response; therefore, the public hearing was closed. Fuhs asked if any of the commissioners had additional questions, but none were forthcoming. Fuhs requested staff to initiate the findings of fact procedure with the board members deliberating and responding to each question.

**July 25, 2025 Action:**

**Motion by O'Leary; supported by Graham to approve the variance for:**

- Road right-of-way setback of 13 feet where 35 feet is required to proposed addition
- Side yard setback of 8.7 feet where 10 feet is required to proposed addition

**To construct & allow:**

- 700 square foot addition, (13' ROW & 8.7' side yard) stoop/foyer (27.5' ROW)
- Small portion of the proposed sidewalk will be within the 10' setback

Per the findings of fact as discussed, the on-site conducted on 7-24-2025 and as shown on the certificate of survey received at the Planning & Zoning office dated 3-24-2025 for property located at 37046 Staley Lane, City of Crosslake

**Conditions:**

**Chapter 26 – Land Use; Sec. 26-227 Variance Decision - Variances must be substantially completed within two years of receiving approval – the approval of this variance will expire on 7-25-2027**

**Findings: See attached/packet**

**All members voting "Aye", Motion carried.**



**A short recess was held and then the PC/BOA was re-opened**

**James Haertzen**

**14190595, 14190594, 14190596, 14190597, 14190598,  
14190599**

Fuhs announced the administrative appeal request, decision details/ruling paperwork from previous Planning & Zoning Administrator, introduced the attending parties of the board, received clarification of the attending applicant's personnel into the record. Fuhs turned it over to the city attorney, Joseph Langel. Langel explained that the appellants make their statement first explaining why the statement made by the P&Z Administrator was wrong, then a response is heard. Fuhs invited Sam Clausen, the applicant/owner's attorney to the podium. Clausen, applicant's attorney-start at the beginning, 1927 Crosslake parcel history separation, since 1927 the state of Minnesota has turned Pleasant Lake into an environmental lake and tighten the parameters on what consists of a buildable and saleable parcel, Haertzen recently purchased the parcels because he owns the property across the street, property is around 5 acres in total, Dew Drop Lake is on the northern side of the property, Haertzen owns 6 separate parcels and pays 6 separate property statements, extensive clean up of the land completed last year, looked to build a cabin type residence on parcel 6-however due to the cities restrictions he was unable to build the home he would like to because it would be considered an accessory and anything that he would put into it he would not be able to sell because this is considered a contiguous parcel, looked into doing a variance-but not possible due to the cities own ordinance not allowing to obtain a variance for the size of the lot-but can obtain variances for other purposes, moved on to exception for non-conforming lots, read into the record the definition of a nonconforming lot, Haertzen's past and current abilities to sell these lots, definition of contiguous lots, the restriction on contiguous lots, Crosslake ordinance allows for the sale and development of contiguous lots if they met the exception located in the Crosslake ordinance statue 26-137 (6), this ordinance is specifically for shoreline properties, stated 26-137 (6) four main requirements, Pleasant Lake is an environmental lake stating the minimal requirements for shoreline and area, proposed parcel A & B suitable for sewage treatment and does not exceed 25% impervious, city did not mention that sewage treatment or impervious was the reason for their denial, wants to use the nonconforming exception for shoreline and area stating the 66% allowance and stated the proposed meets that requirement, stated how it meets the requirement of the comprehensive plan, plans to build a home that aligns with the architecture of the area, at the DRT the exception was brought up with the city being unresponsive to the exception because they had previously interpreted the ordinance this way and would not make an exception moving forward, however I am asking the PC/BOA committee to interpret it this way that would allow further development in Crosslake, this interpretation is reasonable to the extent that I can see and meets the requirements that are in the statue, would like to be able to speak again after the city attorney; Fuhs-we will allow that; O'Leary-are you asking to have the lines redrawn because you previously stated that on an environmental lake has to have 80,000 square feet-200 feet shoreline and you are proposing it to be 52,000 +sf and 132 ft shoreline is this what the variance is, Clausen-not asking for a variance but an interpretation of the cities own ordinance for a lot line adjustment, the ask is for the 66% for these nonconforming lots, discussion on exception requirements. Fuhs-turned over the podium to Langel, City Attorney. Langel-the entire argument is based on the interpretation of city code and state law that does not follow the expressed language of the city code and state law, city code is just a regurgitation of state law with respect to this issue, legislature years ago came up with protections for lake shore lots, a lot of small lots platted years ago, they came up with this system so that you could sell them

under certain circumstances, under the law if you have two or more contiguous lots under common ownership, key here is individual lot must not be considered a separate lot for the purpose of sale or development unless they meet the 4 requirements-not a group of lots-an individual lot, it says it right in the statute, an individual lot must not be considered a separate parcel unless it meets these requirements that where we get into the 66%-sewer-impervious-etc, next paragraph says a lot subject to paragraph (6) contiguous lots under common ownership that does meet paragraph (6), a), b), c), and d), 66% meaning they are too small, must be combined with one or more contiguous lots so they equal one or more conforming lots as much as possible, that is the rule, has been a rule for a long time, so that is not what is being argued here that is why it was rejected by staff, because that is not what he is doing, he is taking the line between 5 and 6 and he is moving it north and is basically subdividing 5 and making 5 smaller and making 6 bigger, you can not do that under the statute or your code, you are required to combine those lots if you want to do something with them, if you would want to do something with 5 & 6, make 6 bigger he would have to take 5 to consolidate it, you can't just move a line, which was explained to them weeks ago-you are making 5 smaller, you are making it worse-more nonconforming then it was when it was platted, so no-this whole idea of combining these 4 and making parts of this one and making the other one bigger that does not work under city code or state law, you can't combine them and then try to use (6), a), b), c), d), because paragraph 6) only applies to an individual lot-not a group of lots; O'Leary-that is what it states but do we have the opportunity to supersede that if we choose; Langel-no; O'Leary-does this become a moot point; Fuhs-for us; Langel-that is my point, ultimately you do not have authority, applicant is misusing the statute and the city code which is the same language and no you do not have the authority for that, the state has indicated these are the rules and you must apply by these rules; Fuhs-the city council is not the deciding vote, this is the Planning and Zoning board with the deciding vote, we have nonconforming lots by themselves and by changing the boundaries they are either more or less, but continue to be nonconforming and that is part of the problem too, Langel stated this clearly, we are not considering the merits of your proposal, the rules are clear to the previous administrator and the city attorney is saying this is what the law requires; Clausen-we disagree with the interpretation of the code, the ordinance also states as much as possible, we do not think we need to combine an entire lot, we are looking to combine part of a lot, Langel stated that it increases the nonconforming of lot 5, the proposal was stated again, the lots are considered contiguous by the city as one lot, Haertzen cannot simply sell all of these lots together; Fuhs-when did Haertzen purchase this property; Clausen/Haertzen-around a year and a half ago; Fuhs-a lot has changed since it was platted but the rules here today were in place a year ago, you should have know when you bought it; Clausen-if you follow the old cities administrators interpretation that would be accurate; Fuhs- we are here today to decide to accept the previous administrators decision on the bases of the statute or not; O'Leary-to the city attorney, do we have any standing here, can we decide something that would have any bearing on this; Langel-he is making an argument, you have to make a decision whether or not the administrator's decision was appropriate or not given the language in your code which is the same as the statute, yes you have standing as the board of adjustment of appeals to issue a ruling, which is your job to do that today; O'Leary-if we issue in favor do we open up ourselves to any sort of litigation or would we still be in good standing with the DNR and the state; Langel-DNR can step in, this evolves out of the DNR shoreland rules, frankly it can't be approved given the language of the code, also a secondary argument has been mentioned-even if you go under part (7) which says you must be combined with one or more contiguous lots so they each one or more make conforming lots as much as possible, it doesn't say must be combined with portions of one or more contiguous, you can't take part of 5 if you want to sell 6, always been the case that you are stuck with the old plat, if you want to sell or develop 6 it is too small and you own all of these contiguous lots, you have to take all of these lots with it to get to a conforming lot, if it conforms then you could sell it; Graham-you

can combine lots, but you can't half a lot and combine it with the other lots; Langel-correct, this rule has been around for a very long time, if he comes back to replat they would have to be conforming lots, they are using (7) of the code and it says must be combined with...; discussion back and forth on the needs of a conforming lot and the parcels ability to meet that; Haertzen-history, background of the purchase, purpose of the purchase, logic of the proposal-common sense, expense of 6 month clean up, future plans for the parcels, says to combine whenever possible, doesn't say it is an absolute, who is the harmed party to do this; Langel-this isn't an issue about who is harmed, it is not a legitimate question, the statue is not about harm or the city code which is just a regurgitation, not whether there is some or isn't some harm, the legislature when it created these rules years ago made determinations as to when nonconforming lake shore lots can be combined and when they cannot, they decided whether or not that was going to harm somebody or not, the legislature decided whether someone's investment was going to pay off or not, that is not an issue for a city board of adjustment, that is not an issue for a planning commission, the city is required by state law to follow the statue regardless of what harm might befall someone, regardless of how much money is invested, those are not considerations at play here adhering to this code, Haertzen made the comment that common sense should rule, the legislature decided what was going to be common sense when it comes to the consolidation of nonconforming lake shore lots, that was their determination, it is not a determination available to this board of adjustment, the fact that you have 5 acres & 500 feet of shoreline doesn't matter, there is nothing in the legislature code here that takes that into account, it is focused solely on the nonconformity and the contiguous ownership-those are the two issues, he owns 6 lots, if you have 2 or more under common ownership you have to-you can not consider an individual lot to be separate unless it meets those 4 requirements-not a group of lots-an individual lot, none of these lots work, none of them meets requirements, so they want to combine them, that gets them to (7) language, the as much as possible piece is when you have two contiguous lots that even when combined don't quite get there, happens all the time because the lots are so small that they don't meet whatever requirement, it is as much as possible, but you still have to try, so it is not a situation where I can just take part of 5 and put it with 6, it is not what the statue says, must be combined with one or more contiguous lots, you have to combine lots, that is the way this rule has always been written, that is the way it has always been interpreted, so I understand a lot of time and money has gone into it but you as a board of adjustment really from my perspective have really no choice here because of the way the rule is written; discussion on ultimate goal and proposal clarification, can it be replated; O'Leary-any precedence on a deviation from the state statue; Langel-you can't deviate from the statue; O'Leary-so as you previously said we can not deviate from the statue, so as a board what are we even voting on; Langel-you are voting to affirm or deny the determination by your P&Z Administrator; O'Leary-if we reverse that, we have nothing to stand on because we stand on the state statue which ordinance is based on; Langel-that is my point, correct; discussion was held on different scenarios concerning these parcels

**July 25, 2025 Action:**

Motion by O'Leary; supported by Johnson to deny the appeal request for the following permit #250064A as based on the state statue, city ordinance, city Planning & Zoning Administrator, and the city attorney and thereby affirm the decision by the Planning & Zoning Administrator:

Lot Line Adjustment

Per the detailed Administrative Determination letter addressed to Sam Clausen and found within the packet.

**All members voting "Aye", Motion carried.**

**Other Business:**

Staff report

Dan Miller Grand Review Plat condition handout, approved per the minutes with the recording stating it was approved as recommended by the commissioners (see attached)

Cunningham River Trail Plat results due to the 60-day rule handout (see attached)

Two variances for the August meeting

**Open Forum:**

1. There were no open forum items

**Matters not on the Agenda:**

1. There were no matters not on the agenda

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

**All members voting "Aye", Motion carried.**

Respectfully submitted,

*Cheryl Stuckmayer*

Cheryl Stuckmayer  
Planner-Zoning Coordinator



*This information was handed to Dan Miller per his previous request on 7-28-2025*  
August 25, 2023 Planning Commission/Board Of Adjustment Meeting

**Sundown Holdings Inc  
14290768**

Wessels announced the preliminary plat request and stated that the covenants would be submitted with the final application request. Stuckmayer read the preliminary plat request, notices sent out per city ordinance and Minnesota State Statue 462 requirements, project details, stormwater management plan submitted, size range of parcels, septic site suitabilities, city engineer comment received, and history of the parcel into the record. Wessels invited Miller, the applicant/owner, to the podium. Miller highlighted some items, such as; covenants definitely, 2' overhangs, wood fronts, all asphalt; increase side yard setbacks; no problem with screening; owns the back property; no bright colors; trees were cut as required by Crow Wing County Highway department for the required frontage road; will have turn lane; would have preferred 5 access roads; will make development look nice-pretty fussy; CUP will be needed for any residential requests; safety; stormwater management plan; Phil Martin, engineer weighed in; frontage road to be turned over to Crosslake; covenants would be close to the new ordinance changes; screening on the county road side not allowed by the count-possibly do some shrubs; three lots possible to put some foliage/trees; 2 per parcel was done for the septic site suitabilities; there is a lot of scrutiny in this location; everything that was logged went to a lumber mill; no storage along highway. Wessels opened the public hearing forum. Nevin, Mayor, but spoke as a resident, he received lots of phone calls, tree items; county ROW and setbacks is on the plat-120' ROW & 60' setback. Schmandt of Park Dr, items commented on: 11 parcels in the plat; my property was affected years ago; this will also affect me; screening issues; tree clearing; create setbacks; this plan seems nice-nothing in out lot A; commission has power to regulate-so do it; lots of junk goes in the back of parcels. Heglund of Park Dr, items commented on: here since 1986; built in pristine area-now turned into expensive steel buildings to store junk in; concern on out lot A-not want to see steel buildings from my property; clear cut property; beautiful city deteriorating; screening needed between commercial and residential. Wessels closed the public hearing forum. Wessels stated that a workshop on ordinance changes will be held here at city hall on September 7<sup>th</sup> and you are invited. Commissioners stated some items of concern in ordinance: greater screening requirements; visible area on side of structure to look better; foliage requirements. Wessels asked if any of the commissioners had additional questions, but none were forthcoming. Wessels requested Stuckmayer to initiate the findings of fact procedure with the board members deliberating and responding to each question.

**August 25, 2023 Action:**

**Motion by Wessels; supported by Lindner to recommend approval along with recommended conditions to the Crosslake city council the preliminary plat for:**

- Subdivision of property

**To:**

- Subdivide parcel #14290768 involving 30.6 acres into 12 tracts

Per the findings of fact as discussed, the on-site conducted on 8-24-2023 and as shown on the certificate of survey received at the Planning & Zoning office dated 6-22-2023 for property located at 34561 County Road 3, City of Crosslake

August 25, 2023 Planning Commission/Board Of Adjustment Meeting

**Recommended Conditions:**

1. Additional setback to leave the vegetation intact
2. Require screening on side lot lines to help conceal the side walls of the steel buildings
3. Dress up exposed side wall exteriors that are visible from traffic areas – soften the look
4. One tree a minimum of 10 foot in height per parcel on the road frontage side
5. Keep dirt debris off of the road system

**Findings: See attached/packet**

**All members voting “Aye”, Motion carried.**

G.3.a.

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



13888 Daggett Bay Rd  
Crosslake, Minnesota 56442  
[www.cityofcrosslake.org](http://www.cityofcrosslake.org)

October 9, 2023

RE: Request for Commercial Final Plat Approval

FOR: PID # 14290768 located at 34561 County Rd 3

Mayor and Council members,

Before you is Sundown Holdings Inc, Final Plat for the Subdivision of parcel #14280552 proposing the subdivision of 30.6 acres of limited commercial zoned property into 12 tracts.  
Please see attached Final Plat.

The Preliminary Plat was heard by the Planning Commission on August 25<sup>th</sup> and unanimously recommended to the City Council for approval.

**Action requested & recommendation:** Approve Plat as recommended by the Planning Commission on August 25, 2023.

If you have any questions please contact me at 1-218-692-2689.

Sincerely,

**Peter Gansen**

*Planning & Zoning Administrator*

13888 Daggett Bay Road

Crosslake, MN 56442

Phone: (218) 692-2689

E-Mail: [pgansen@crosslake.net](mailto:pgansen@crosslake.net)

**2. PUBLIC SAFETY**

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

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

**3. PLANNING AND ZONING**

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

**4. PUBLIC WORKS/SEWER/CEMETERY**

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



STATE OF MINNESOTA

DISTRICT COURT

COUNTY OF CROW WING

NINTH JUDICIAL DISTRICT  
Case Type: Mandamus/Dec. Judgment

---

Michael Cunningham and Pamela  
Cunningham,

Court File No. \_\_\_\_\_  
The Honorable \_\_\_\_\_

Plaintiffs/Petitioners,

v.

City of Crosslake,

Defendant/Respondent.

---

**STIPULATION OF DISMISSAL WITH PREJUDICE**

---

The parties stipulate and agree the Court may dismiss this matter with prejudice,  
with the parties bearing their own costs, expenses, disbursements, and attorneys' fees.

Dated: 07/24/2025

Dated: 07/24/25

s/ Gordon H. Hansmeier

Gordon H. Hansmeier  
GORDON HANSMEIER LAW OFFICE  
1010 W St. Germain Street, Suite 750  
St. Cloud, MN 56301  
320-257-3388  
[gordon@hanlawoffice.com](mailto:gordon@hanlawoffice.com)  
*Attorneys for Plaintiffs*

s/Paul Donald Reuvers

Paul Donald Reuvers #0217700  
Michael Conlin-Brandenburg #505373  
IVERSON REUVERS  
9321 Ensign Avenue South  
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[michael@iversonlaw.com](mailto:michael@iversonlaw.com)  
*Attorneys for Defendant*



**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**

**July**

**City of Crosslake Score Report - From Waste Partners**

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

	Pounds	Tons
<b>Paper &amp; Cardboard</b>	11,102	5.55
Corrugated Cardboard	11,102	5.55
Mixed Paper	0	0.00
Newspaper, Mixed Mail Magazines		
<b>Metal</b>	0	0.00
Appliances, Scrap, Misc.		
<b>Commingle</b>	55,017	27.51
5% Aluminum Cans	2,751	1.38
21% Tin Cans	11,554	5.78
61% Mixed Glass	33,560	16.78
10% Plastic	5,502	2.75
Number 1 & Number 2		
3% Reject	1,651	0.83

**Total Pounds**

**66,118**

**Total Tons**

**33.06**

**F.I.R.E.**

12137 Northgate Lane

PO Box 810

Crosslake, MN 56442

42280-208  
MBKTE

# INVOICE

D.  
12.

DATE	INVOICE #
8/27/2025	7657

## BILL TO

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

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

## 2025 Invoice Terms:

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

Net 15

DATE	DESCRIPTION	RATE	AMOUNT
8/27/25	Car Fire Simulator Ventilation Simulator Forcible Entry Wednesday August 27, 2025 1900 Instructors: Tim Holmes, Randy Kalis, James Norwood	3,200.00	3,200.00
Thank You For Your Business.		<b>TOTAL</b>	<b>\$3,200.00</b>

STATE OF MINNESOTA )

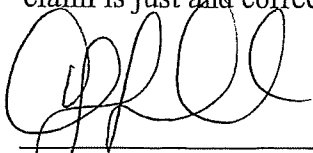
COUNTY OF CROW WING)

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

- 1) I am the Fire Chief of the City of Crosslake, Minnesota.
- 2) On 8/27/25, the following services were furnished by F.I.R.E. to the City of Crosslake: Training for Crosslake Fire Department Continuing Education.
- 3) The price for such services was \$3,200<sup>00</sup> and is reimbursed through Minnesota Board of Firefighting Training and Education (MBFTE).
- 4) At the time, such services were furnished to the City, I had the following personal financial interest in this contract: I am the owner of F.I.R.E.

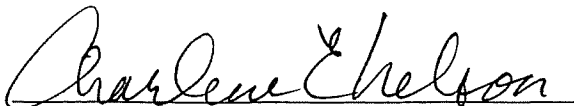
To the best of my knowledge and belief, the contract price is as low as, or lower than the price at which the services could be obtained from other sources.

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

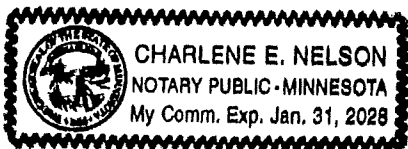


Chip Lohmiller, Fire Chief

Subscribed and sworn to before me this 27 day of August, 2025.



Notary





D.  
13.

**BILLS FOR APPROVAL**  
**September 8, 2025**

VENDORS	DEPT		AMOUNT
Ace Hardware, wasp killer	Sewer		17.96
Ace Hardware, landscape pins	Park		17.99
Ace Hardware, paint mixer, cable ties, hardware	PW		33.92
Ace Hardware, vehicle cleaners	Police		44.11
Ace Hardware, uniform, cleaners	Police		16.18
Ace Hardware, trufuel	Fire		104.36
Ace Hardware, propane	Sewer		34.18
Ace Hardware, screws	Park		11.49
Ace Hardware, cement, primer	Park		38.67
Ace Hardware, screws	Park		2.69
Ace Hardware, screws	Park		4.72
Ace Hardware, ink cartridge	PW		37.79
Ace Hardware, janitorial supplies	Police		16.35
Ace Hardware, landscape fabric	Park		42.43
Ace Hardware, scratch awl, flap discs	Park		50.36
Ace Hardware, cable	Park		37.64
Baker & Taylor, books	Library		352.34
Banyon Data Systems, payroll and fund accounting support	Admin		1,730.00
Brainerd Hydraulics, reseal cylinders, parts	PW	pd 8-19	947.74
City of Crosslake, sewer utilities	ALL		195.00
Clean Team, september cleaning	ALL		4,306.25
Command LLC, aerial test	Fire		900.00
Council #65, union dues	Gov't		494.88
Crow Wing County Highway Dept, fuel	ALL		4,588.68
Crow Wing Power, electric service	ALL	pd 8-19	9,037.16
CTC, web hosting	Gov't		10.00
Culligan, water and cooler rental	ALL		252.50
Dark Horse Brew, chamber meeting	Gov't	pd 8-19	496.08
DSC Communications, pagers	Fire		2,245.00
East Side Oil, filter recycling	Gov't		50.00
Elevate Learning, safety program	Fire		350.00
Emblem Enterprises, patches	Police		309.14
ESRI, arc gis renewal	PW		825.00
ESRI, arc gis renewal	PZ		1,173.00
Fire Safety USA, heat sensor tags	Fire		148.13
First Supply, irrigation cable	Park		177.29
Follett, books	Library		427.11
Fyles, portable restrooms	Park		300.00
Galls, uniform	Police		34.97
Greenheck Auto Glass, windshield replacement	Police		520.00
Guardian Pest Solutions, pest control	Pk/Gov't		71.40
Heartland Animal Rescue, monthly impound fees	Police		366.75
Holiday, antifreeze	Fire		77.27
Intoximeters, supplies	Police		380.00

IP Networks, annual firewall	Gov't	pd 8-26	139.00
Josh Runksmeier, uniform reimbursement	Park	pd 8-15	72.98
Kimber Creek, replace ac compressor, repair exhaust	Police		2,039.88
Kyle & Debra Lejonvarn, permit refund	PZ		275.00
LA Lawncare, lawn treatment	Gov't		692.57
League of MN Cities, clerks academy	Admin	pd 8-15	250.00
Majestic Inspirations Photography, framing	Cemetery		187.91
Mastercard, Adobe, licence renewal	Admin	pd 8-26	214.52
Mastercard, Adobe, new license	PZ		126.12
Mastercard, Amazon, prime monthly premium	Gov't		14.99
Mastercard, Amazon, labels, coupler	PW		34.10
Mastercard, Amazon, janitorial supplies	Park	pd 8-26	61.99
Mastercard, Amazon, binoculars for kids	Library	pd 8-26	27.53
Mastercard, Amazon, stringer	Library	pd 8-26	8.13
Mastercard, Amazon, janitorial supplies	Park	pd 8-26	41.57
Mastercard, Amazon, family fest	Park		78.39
Mastercard, Amazon, family fest	Park		126.82
Mastercard, Amazon, headphones	Library		38.97
Mastercard, Amazon, calendar	Park		21.29
Mastercard, Column Software, meeting notice of 9-26-25	PZ		31.96
Mastercard, Column Software, meeting notice of 9-24-25	PW		130.65
Mastercard, Docusend, email bills	Sewer		25.00
Mastercard, Dollar General, frames	Gov't		21.48
Mastercard, Dollar General, family fest	Park		31.94
Mastercard, Dropbox, monthly premium	Gov't		54.00
Mastercard, Etsy, scavenger hunt finder wands	Library	pd 8-26	15.83
Mastercard, Home Depot, map carts	Gov't	pd 8-26	308.25
Mastercard, Home Depot, sprayers	PW		81.86
Mastercard, Intoximeters, dry gas tank	Police	pd 8-26	125.00
Mastercard, Kore, battle belt	Police		159.95
Mastercard, Microsoft, monthly premium	Fire		17.72
Mastercard, MN DOLI, electrical permit	Fire	pd 8-26	136.00
Mastercard, MN Fire Svc Cert Board, recertifications	Fire		420.00
Mastercard, Motion, air conditioner	Sewer	pd 8-26	6,576.99
Mastercard, MSFCA, conference registration	Fire		325.00
Mastercard, N'ear, earpiece clip	Police		138.98
Mastercard, Pickleball OpCo, pickleball brackets fee	Park	pd 8-26	20.00
Mastercard, Post Office, postage	STR	pd 8-26	10.48
Mastercard, Post Office, postage	STR		10.48
Mastercard, Post Office, postage	STR		21.25
Mastercard, Post Office, postage	Police		10.50
Mastercard, Reeds Market, employee lunch	Gov't		151.51
Mastercard, Reeds Market, employee lunch	Gov't		76.44
Mastercard, StopStick, cord reel, sleeve	Police	pd 8-26	105.00
Mastercard, Tactacam, monthly premium	Park		14.22
Mastercard, Team Wendy, ballistic helmet	Police	pd 8-26	730.40
Mastercard, The Office Shop, ink cartridges	Fire		140.68
Mastercard, Zoom, monthly premium	Gov't		66.99
Medica, health insurance	ALL		33,489.11
MEI Total Elevator Solutions, yearly service	Gov't		952.56
Menards, hardware	Park		125.38

Menards, janitorial supplies, hardware	Sewer		64.67
Met Life, disability insurance	ALL		241.07
Met Life, life insurance	ALL		355.92
Met Life, vision insurance	Gov't		104.40
Metro Sales, copier lease	Police		56.06
Metro Sales, copier lease	Park		230.19
Midwest Machinery, axle repair	PW		1,531.19
Midwest Machinery, v-belt, air filter, oil filter	Park		127.38
Midwest Machinery, blades	Park		56.03
Midwest Security, fire monitoring	Fire		599.88
MN Assn of Small Cities, membership dues	Gov't		1,270.50
MN NCPERS, life insurance	Gov't		64.00
MNPEA, union dues	ALL		240.00
MN State Fire Chiefs Assn, annual conference	Fire		325.00
Moonlite Square, fuel	Park		8.86
Moonlite Square, fuel	Park		10.49
Motorola, camera	Police		2,760.00
MR Sign, address signs	PW		221.33
MR Sign, address sign and license sign	PW/STR		36.55
MR Sign, license signs	STR		135.55
Northland Fire Protection, recharge extinguisher, parts	Fire		202.70
Pine River Area Sanitary District, biosolids treatment	Sewer		3,438.07
Pro Hydro Test, dot cascade cylinder recertification	Fire		400.00
Quadiant Leasing, postage meter rental	Gov't		219.54
Quality Equipment, oil	Park		74.54
Ratwik Roszak Maloney, legal fees	ALL		5,838.20
Reeds, coffee	Gov't		55.98
RJ Kool, gear extractor	Fire		720.00
Simonson Lumber, lumber	Park		23.58
Spa Partners, gym equipment wipes	Park		278.06
Stop Stick, stop sticks	Police		299.00
Teamsters, union dues	Police		480.00
The Police And Sheriffs Press, id card	PZ		20.00
The Teehive, pickleball tournament	Park		200.00
Tremolo Communications, phone, fax, cable, internet	ALL		2,293.32
Tri County Septic, inspections and designs	PZ		2,855.00
US Bank, copier lease	PZ/Adm		595.94
US Bank, copier lease	PZ/Adm		476.00
Vestis, mat service	PW	pd 8-15	78.69
Vestis, mat service	PW		78.69
Viking Electric, electrical supplies	Fire		74.87
Virginia Arvig Revocable Trust, application refund	PZ	pd 8-15	425.00
WW Goetsch, install volutes and impellers on pumps	Sewer	pd 8-15	6,542.00
Whiteline, decals	Park		146.50
Widwesth, trail design services	Park		3,782.10
Xcel Energy, gas utilities	ALL		346.15
Xtona, i.t. services	ALL		3,393.50
<b>TOTAL</b>			<b>122,030.40</b>

### Crosslake Solar Sites

Building	Address	Voltage	total used kWh at site	Roof Mount	kW AC	kW DC	CCE Bid	cost/watt	Notes
City Hall	13888 Daggett Bay Rd, Crosslake, MN 56442	208	104,934	X	39.75	71.1	\$ 210,900.00	\$2.97	Jinko 465 x qty. 153 x qty. 2 Trenching to xfmr pad 5-year monitoring CPS 25 kW Flush mount racking Cell kit with
Fire Dept	37028 Co Rd 66, Crosslake, MN 56442	208	63,972	X	39.75	65.1	\$ 199,200.00	\$3.06	Jinko 465 x qty. 140 x qty. 2 Cell kit with 5-year monitoring CPS 25 kW Flush mount racking
Water Treatment Plant	13851 Whipple Dr, Crosslake, MN 56442	480	311,694	X	36	52	\$ 160,900.00	\$3.09	Jinko 465 x qty. 112 x qty. 1 Cell kit with 5-year monitoring CPS 36 kW Flush mount racking
Community Center / Library	14126 Daggett Pine Rd, Crosslake, MN 56442	208	45,100	X	36	53.94	\$ 160,500.00	\$2.98	Jinko 465 x qty. 116 x qty. 1 Step-down transformer included CPS 36 kW Flush mount racking

#### Notes for all Projects -

Prevailing wage included

All lifts and general conditions included  
(dumpsters, porta john, etc)

Interconnection and Permitting included

Engineering and 3rd party review of roof

E.N.



### Cross Lake City Hall

Project	Cross Lake
kW AC	39.75
kW DC	71.10
Y1 kWh	79792
Degradation	0.40%
Build Cost	\$210,900
Build Cost \$/w DC	\$2.97
Discount Rate	5.00%
Current Customer Power Rate	\$0.105
Power Inflation	3.00%

Net Present Value	
NPV (10 Yr)	\$26,350
NPV (15 Yr)	\$75,003
NPV (20 Yr)	\$111,667
NPV (25 Yr)	\$147,603
NPV (30 Yr)	\$335,199

Internal Rate of Return	
IRR (10 Yr)	11.27%
IRR (15 Yr)	14.20%
IRR (20 Yr)	15.37%
IRR (25 Yr)	15.89%
IRR (30 Yr)	16.14%



#### System Notes:


- Rooftop install, flush mount on standing seam roof
- 120/208 V service
- All permits relating to solar included
- \*\*10.5 cents/kwh is used as an estimate based on small commercial rate, we do not have any bills to confirm this
- Prevailing wage is included
- 12 year panel manufacturers' warranty, 30 year power production warranty
- 5-year workmanship warranty from Cedar Creek Energy

### Cross Lake City Hall

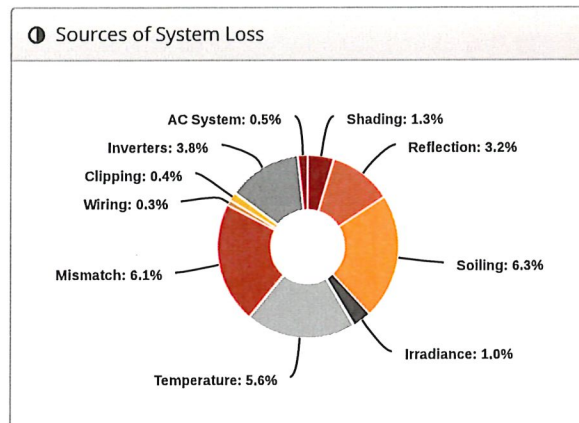
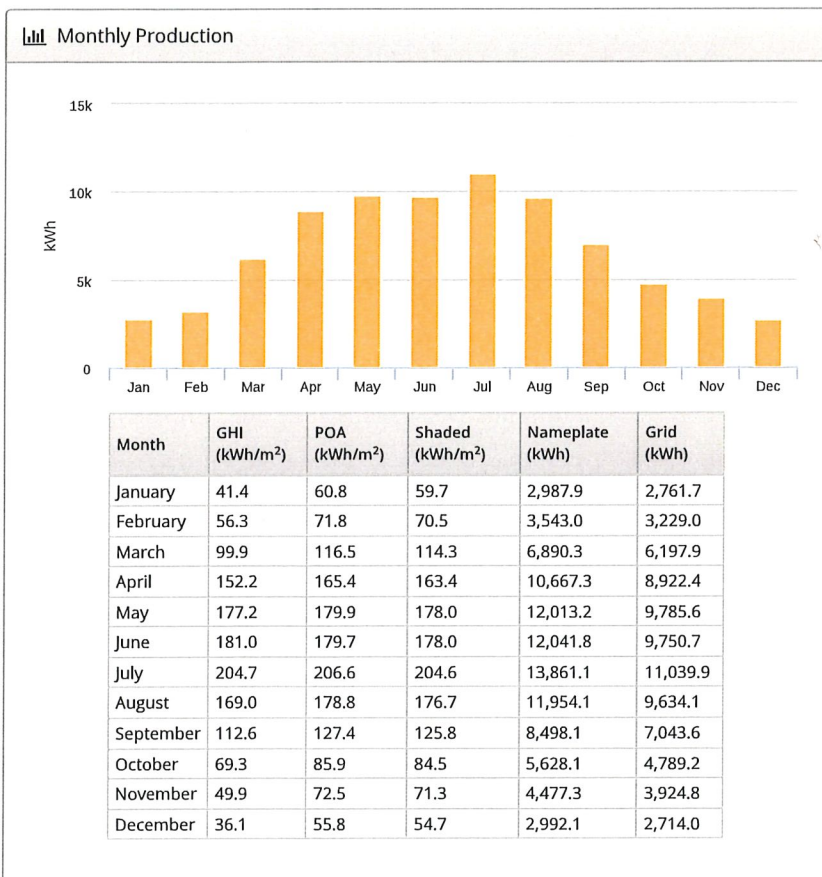
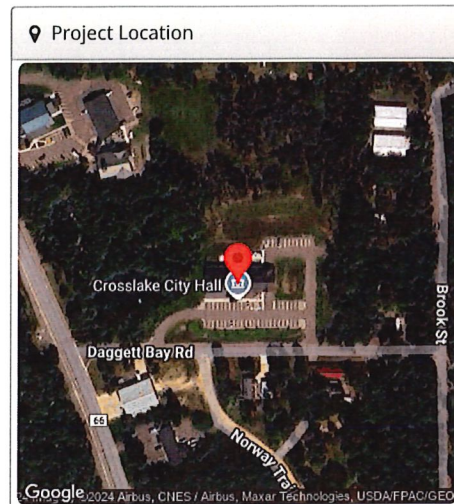
Year	Project Cost	PV Array kWh Generated	\$/kWh Generated	Power Savings	Federal Tax Credit (30%)	Solar Public Buildings Grant	Annual Cash Flow	Cumulative Savings	Year
Year 0	-\$210,900						-\$210,900	-\$210,900	Year 0
Year 1		79,792	\$0.105	\$8,378	\$63,270	\$112,000	\$183,648	-\$27,252	Year 1
Year 2		78,994	\$0.108	\$8,543			\$8,543	-\$18,709	Year 2
Year 3		78,678	\$0.111	\$8,764			\$8,764	-\$9,944	Year 3
Year 4		78,363	\$0.115	\$8,991			\$8,991	-\$953	Year 4
Year 5		78,050	\$0.118	\$9,224			\$9,224	\$8,271	Year 5
Year 6		77,738	\$0.122	\$9,463			\$9,463	\$17,733	Year 6
Year 7		77,427	\$0.125	\$9,707			\$9,707	\$27,441	Year 7
Year 8		77,117	\$0.129	\$9,959			\$9,959	\$37,399	Year 8
Year 9		76,809	\$0.133	\$10,216			\$10,216	\$47,616	Year 9
Year 10		76,501	\$0.137	\$10,481			\$10,481	\$58,096	Year 10
Year 11		76,195	\$0.141	\$10,752			\$10,752	\$68,848	Year 11
Year 12		75,891	\$0.145	\$11,030			\$11,030	\$79,879	Year 12
Year 13		75,587	\$0.150	\$11,316			\$11,316	\$91,194	Year 13
Year 14		75,285	\$0.154	\$11,609			\$11,609	\$102,803	Year 14
Year 15		74,984	\$0.159	\$11,909			\$11,909	\$114,712	Year 15
Year 16		74,684	\$0.164	\$12,217			\$12,217	\$126,929	Year 16
Year 17		74,385	\$0.168	\$12,533			\$12,533	\$139,463	Year 17
Year 18		74,087	\$0.174	\$12,858			\$12,858	\$152,321	Year 18
Year 19		73,791	\$0.179	\$13,191			\$13,191	\$165,511	Year 19
Year 20		73,496	\$0.184	\$13,532			\$13,532	\$179,043	Year 20
Year 21		73,202	\$0.190	\$13,882			\$13,882	\$192,925	Year 21
Year 22		72,909	\$0.195	\$14,241			\$14,241	\$207,166	Year 22
Year 23		72,617	\$0.201	\$14,610			\$14,610	\$221,776	Year 23
Year 24		72,327	\$0.207	\$14,988			\$14,988	\$236,764	Year 24
Year 25		72,038	\$0.213	\$15,376			\$15,376	\$252,140	Year 25
Year 26		71,749	\$0.220	\$15,774			\$15,774	\$267,914	Year 26
Year 27		71,462	\$0.226	\$16,182			\$16,182	\$284,096	Year 27
Year 28		71,177	\$0.233	\$16,601			\$16,601	\$300,697	Year 28
Year 29		70,892	\$0.240	\$17,031			\$17,031	\$317,728	Year 29
Year 30		70,608	\$0.247	\$17,471			\$17,471	\$335,199	Year 30
	-\$210,900			\$370,829	\$63,270	\$112,000	\$335,199		

Figures for solar offset account for module degradation and utility inflation as listed above. Prospective customer is assumed to be a taxable entity and able to take full advantage of the tax benefits or can utilize the direct pay incentive under the Inflation Recovery Act of 2022. Cedar Creek Energy has used good faith efforts to represent the estimated production, utility incentives, and available tax incentives for the proposed solar system. Your Company's or individuals' specification tax situation may impact your ability to benefit from these incentives. Please consult your tax advisor regarding your specific situation to verify your ability to utilize these incentives.

# Jinko465 Flush Crosslake - City Hall, 13888 Daggett Bay Rd, Crosslake, MN 56442

Report	
Project Name	Crosslake - City Hall
Project Address	13888 Daggett Bay Rd, Crosslake, MN 56442
Prepared By	Shawn Doolittle shawn@cedarcreekenergy.com
	

System Metrics	
Design	Jinko465 Flush
Module DC Nameplate	71.1 kW
Inverter AC Nameplate	50.0 kW Load Ratio: 1.42
Annual Production	79.79 MWh
Performance Ratio	74.7%
kWh/kWp	1,121.6
Weather Dataset	TMY, 10km Grid (46.65,-94.15), NREL (prospector)
Simulator Version	43d8676df3-2db822a123-63897c579b-cbad6df918





⚡ Annual Production			
	Description	Output	% Delta
Irradiance (kWh/m²)	Annual Global Horizontal Irradiance	1,349.6	
	POA Irradiance	1,501.0	11.2%
	Shaded Irradiance	1,481.4	-1.3%
	Irradiance after Reflection	1,433.9	-3.2%
	Irradiance after Soiling	1,343.4	-6.3%
	Total Collector Irradiance	1,342.9	0.0%
Energy (kWh)	Nameplate	95,554.5	
	Output at Irradiance Levels	94,617.6	-1.0%
	Output at Cell Temperature Derate	89,346.7	-5.6%
	Output After Mismatch	83,911.2	-6.1%
	Optimal DC Output	83,688.0	-0.3%
	Constrained DC Output	83,324.9	-0.4%
	Inverter Output	80,193.9	-3.8%
	Energy to Grid	79,792.9	-0.5%
Temperature Metrics			
Avg. Operating Ambient Temp		8.7 °C	
Avg. Operating Cell Temp		22.5 °C	
Simulation Metrics			
Operating Hours		4651	
Solved Hours		4651	

☁ Condition Set												
Description	snow loss pitched roof											
Weather Dataset	TMY, 10km Grid (46.65,-94.15), NREL (prospector)											
Solar Angle Location	Meteo Lat/Lng											
Transposition Model	Perez Model											
Temperature Model	Sandia Model											
Temperature Model Parameters	Rack Type	a	b	Temperature Delta								
	Fixed Tilt	-3.56	-0.075	3°C								
	Flush Mount	-2.81	-0.0455	0°C								
	East-West	-3.56	-0.075	3°C								
	Carport	-3.56	-0.075	3°C								
Soiling (%)	J	F	M	A	M	J	J	A	S	O	N	D
	26.5	26.5	12.25	5.5	2.25	2	2	2	2	2.9	8	19.5
Irradiation Variance	5%											
Cell Temperature Spread	4° C											
Module Binning Range	-2.5% to 2.5%											
AC System Derate	0.50%											
Trackers	Maximum Angle							Backtracking				
	60°							Enabled				
Module Characterizations	Module					Uploaded By		Characterization				
	JKM465M-7RL3-TV (Jinko)					HelioScope		Spec Sheet Characterization, PAN				
Component Characterizations	Device						Uploaded By		Characterization			
	CPS SCA25KTL-DO/US-208 (Chint Power Systems)						HelioScope		Default Characterization			

📦 Components		
Component	Name	Count
Inverters	CPS SCA25KTL-DO/US-208 (Chint Power Systems)	2 (50.0 kW)
Strings	10 AWG (Copper)	10 (604.3 ft)
Module	Jinko, JKM465M-7RL3-TV (465W)	153 (71.1 kW)

Wiring Zones

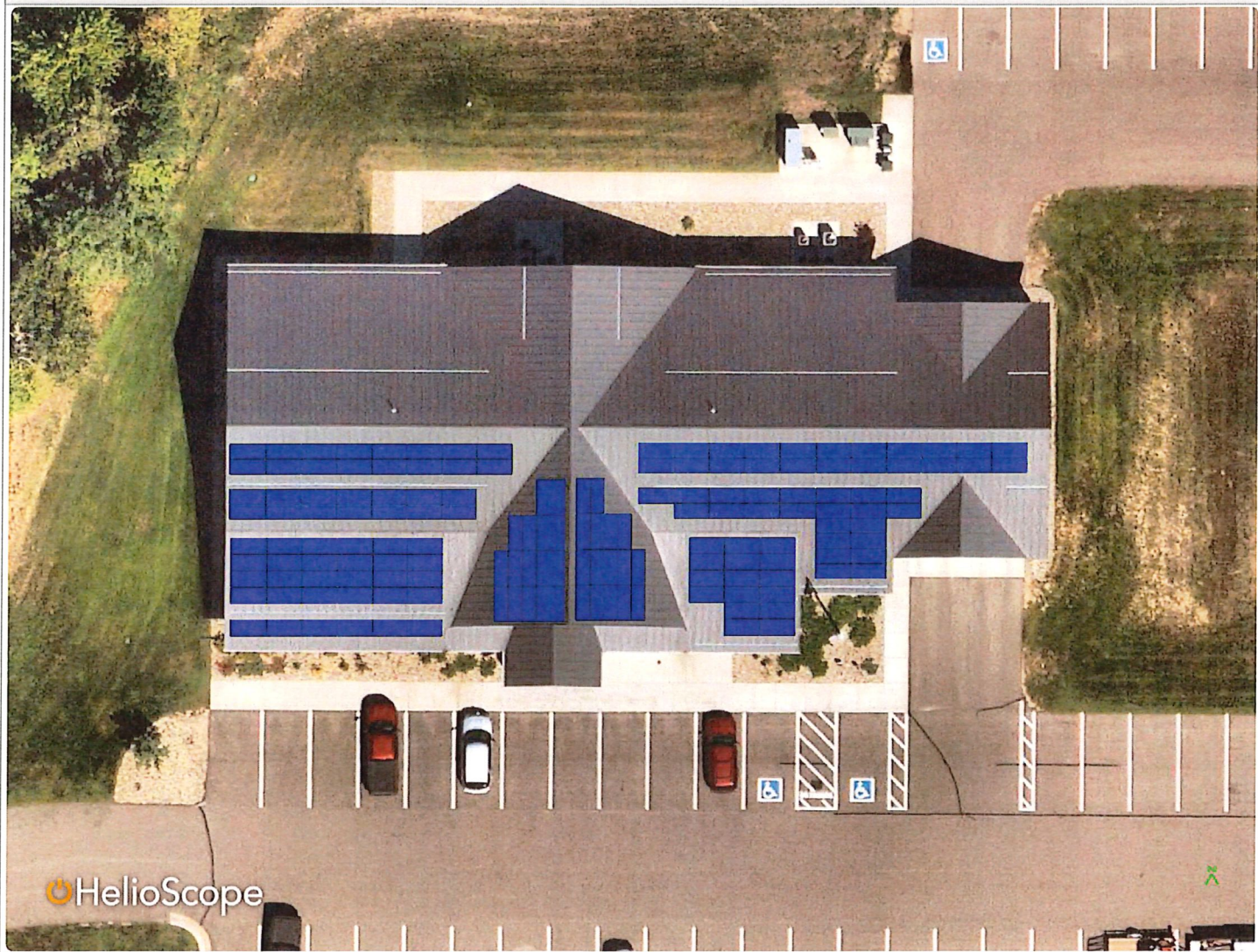
Description	Combiner Poles	String Size	Stringing Strategy
Wiring Zone	-	14-16	Along Racking
Wiring Zone 2	-	15-16	Along Racking

Field Segments

Description	Racking	Orientation	Tilt	Azimuth	Intrarow Spacing	Frame Size	Frames	Modules	Power
Field Segment 1	Flush Mount	Landscape (Horizontal)	14°	180°	0.1 ft	1x1	30	30	14.0 kW
Field Segment 2	Flush Mount	Landscape (Horizontal)	26.57°	180°	0.1 ft	1x1	30	30	14.0 kW
Field Segment 3	Flush Mount	Landscape (Horizontal)	26.57°	180°	0.1 ft	1x1	45	45	20.9 kW
Field Segment 4	Flush Mount	Landscape (Horizontal)	14°	180°	0.1 ft	1x1	16	16	7.44 kW
Field Segment 5	Flush Mount	Landscape (Horizontal)	34°	270°	0.1 ft	1x1	16	16	7.44 kW
Field Segment 6	Flush Mount	Landscape (Horizontal)	34°	90°	0.1 ft	1x1	16	16	7.44 kW
Field Segment 7	Flush Mount	Landscape (Horizontal)	34°	270°	0.1 ft	1x1			0
Field Segment 8	Flush Mount	Landscape (Horizontal)	34°	90°	0.1 ft	1x1			0



Detailed Layout2





### Cross Lake Fire Station

Project	Cross Lake
kW AC	39.75
kW DC	65.10
Y1 kWh	71500
Degradation	0.40%
Build Cost	\$199,200
Build Cost \$/w DC	\$3.06
Discount Rate	5.00%
Current Customer Power Rate	\$0.105
Power Inflation	3.00%

Net Present Value	
NPV (10 Yr)	\$27,218
NPV (15 Yr)	\$71,150
NPV (20 Yr)	\$104,003
NPV (25 Yr)	\$136,205
NPV (30 Yr)	\$304,853

Internal Rate of Return	
IRR (10 Yr)	12.16%
IRR (15 Yr)	14.87%
IRR (20 Yr)	15.95%
IRR (25 Yr)	16.43%
IRR (30 Yr)	16.66%



#### System Notes:

- Rooftop install, flush mount on standing seam roof
- 120/208 V service
- All permits relating to solar included
- \*\*10.5 cents/kwh is used as an estimate based on small commercial rate, we do not have any bills to confirm this
- Prevailing wage is included
- 12 year panel manufacturers' warranty, 30 year power production warranty
- 5-year workmanship warranty from Cedar Creek Energy

### Cross Lake Fire Station

Year	Project Cost	PV Array kWh Generated	\$/kWh Generated	Power Savings	Federal Tax Credit (30%)	Solar Public Buildings Grant	Annual Cash Flow	Cumulative Savings	Year
Year 0	-\$199,200						-\$199,200	-\$199,200	Year 0
Year 1		71,500	\$0.105	\$7,508	\$59,760	\$112,000	\$179,268	-\$19,933	Year 1
Year 2		70,785	\$0.108	\$7,655			\$7,655	-\$12,277	Year 2
Year 3		70,502	\$0.111	\$7,854			\$7,854	-\$4,424	Year 3
Year 4		70,220	\$0.115	\$8,057			\$8,057	\$3,633	Year 4
Year 5		69,939	\$0.118	\$8,265			\$8,265	\$11,898	Year 5
Year 6		69,659	\$0.122	\$8,479			\$8,479	\$20,378	Year 6
Year 7		69,381	\$0.125	\$8,699			\$8,699	\$29,076	Year 7
Year 8		69,103	\$0.129	\$8,924			\$8,924	\$38,000	Year 8
Year 9		68,827	\$0.133	\$9,155			\$9,155	\$47,155	Year 9
Year 10		68,551	\$0.137	\$9,392			\$9,392	\$56,546	Year 10
Year 11		68,277	\$0.141	\$9,635			\$9,635	\$66,181	Year 11
Year 12		68,004	\$0.145	\$9,884			\$9,884	\$76,065	Year 12
Year 13		67,732	\$0.150	\$10,140			\$10,140	\$86,205	Year 13
Year 14		67,461	\$0.154	\$10,402			\$10,402	\$96,607	Year 14
Year 15		67,191	\$0.159	\$10,671			\$10,671	\$107,278	Year 15
Year 16		66,922	\$0.164	\$10,948			\$10,948	\$118,226	Year 16
Year 17		66,655	\$0.168	\$11,231			\$11,231	\$129,457	Year 17
Year 18		66,388	\$0.174	\$11,522			\$11,522	\$140,979	Year 18
Year 19		66,123	\$0.179	\$11,820			\$11,820	\$152,798	Year 19
Year 20		65,858	\$0.184	\$12,126			\$12,126	\$164,924	Year 20
Year 21		65,595	\$0.190	\$12,439			\$12,439	\$177,364	Year 21
Year 22		65,332	\$0.195	\$12,761			\$12,761	\$190,125	Year 22
Year 23		65,071	\$0.201	\$13,092			\$13,092	\$203,217	Year 23
Year 24		64,811	\$0.207	\$13,430			\$13,430	\$216,647	Year 24
Year 25		64,551	\$0.213	\$13,778			\$13,778	\$230,425	Year 25
Year 26		64,293	\$0.220	\$14,135			\$14,135	\$244,560	Year 26
Year 27		64,036	\$0.226	\$14,500			\$14,500	\$259,060	Year 27
Year 28		63,780	\$0.233	\$14,876			\$14,876	\$273,936	Year 28
Year 29		63,525	\$0.240	\$15,261			\$15,261	\$289,197	Year 29
Year 30		63,271	\$0.247	\$15,656			\$15,656	\$304,853	Year 30
	-\$199,200			\$332,293	\$59,760	\$112,000	\$304,853		

Figures for solar offset account for module degradation and utility inflation as listed above. Prospective customer is assumed to be a taxable entity and able to take full advantage of the tax benefits or can utilize the direct pay incentive under the Inflation Recovery Act of 2022. Cedar Creek Energy has used good faith efforts to represent the estimated production, utility incentives, and available tax incentives for the proposed solar system. Your Company's or Individuals' specification tax situation may impact your ability to benefit from these incentives. Please consult your tax advisor regarding your specific situation to verify your ability to utilize these incentives.

# Jinko465 Flush R1 Crosslake Fire Department, 37028 Co Rd 66, Crosslake, MN 56442, USA

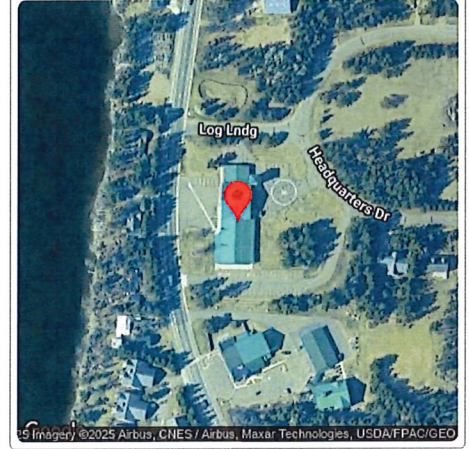
## Report

Project Name	Crosslake Fire Department
Project Description	JKM 425W 25kW CPS 208v
Project Address	37028 Co Rd 66, Crosslake, MN 56442, USA
Prepared By	Shawn Doolittle shawn@cedarcreekenergy.com

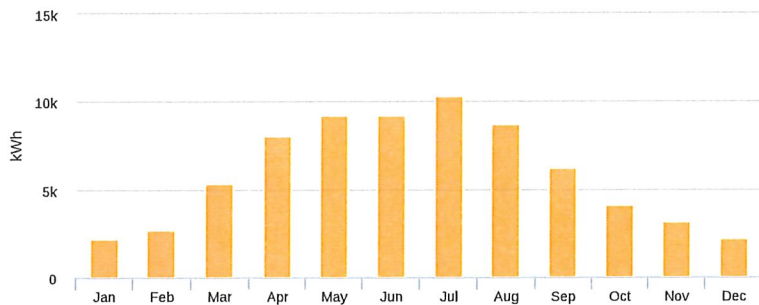
## System Metrics

Design	Jinko465 Flush R1
Module DC Nameplate	65.10 kW
Inverter AC Nameplate	50.00 kW Load Ratio: 1.30
Annual Production	71.48 MWh
Performance Ratio	76.7%
kWh/kWp	1,098.0
Weather Dataset	TMY, 10km Grid (46.65,-94.15), NREL (prospector)
Simulator Version	bc926eb1a1-e159654628-c68e24bc92-41503a9340

## Project Location

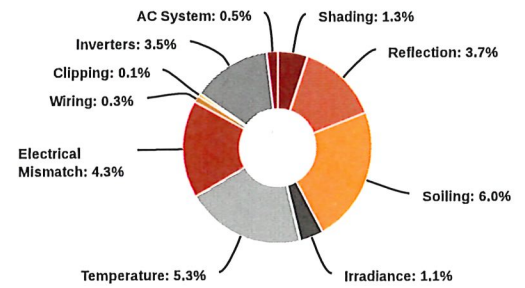


## Monthly Production



Month	GHI (kWh/m²)	POA (kWh/m²)	Shaded (kWh/m²)	Nameplate (kWh)	Grid (kWh)
January	41.4	50.9	50.1	2,265.7	2,199.9
February	56.3	64.3	63.0	2,872.8	2,699.3
March	99.9	108.1	105.7	5,791.9	5,338.4
April	152.2	159.3	157.2	9,356.7	8,080.3
May	177.2	180.5	178.6	11,015.0	9,253.8
June	181.0	182.2	180.6	11,170.5	9,252.7
July	204.7	206.4	204.6	12,668.8	10,351.4
August	169.0	173.4	171.4	10,580.8	8,726.6
September	112.6	120.9	119.0	7,320.1	6,205.7
October	69.3	78.0	76.6	4,635.4	4,078.5
November	49.9	61.1	60.1	3,407.4	3,126.0
December	36.1	46.7	46.0	2,268.7	2,168.5

## Sources of System Loss





⚡ Annual Production			
	Description	Output	% Delta
Irradiance (kWh/m <sup>2</sup> )	Annual Global Horizontal Irradiance	1,349.6	
	POA Irradiance	1,431.8	6.1%
	Shaded Irradiance	1,413.0	-1.3%
	Irradiance after Reflection	1,361.4	-3.7%
	Irradiance after Soiling	1,280.1	-6.0%
	Total Collector Irradiance	1,280.1	0.0%
	Energy (kWh)	Nameplate	83,354.0
Output at Irradiance Levels		82,462.3	-1.1%
Output at Cell Temperature Derate		78,092.5	-5.3%
Output after Electrical Mismatch		74,766.3	-4.3%
Optimal DC Output		74,544.9	-0.3%
Constrained DC Output		74,447.8	-0.1%
Inverter Output		71,840.2	-3.5%
Energy to Grid		71,481.0	-0.5%
Temperature Metrics			
Avg. Operating Ambient Temp		8.7 °C	
Avg. Operating Cell Temp		21.9 °C	
Simulation Metrics			
Operating Hours		4651	
Solved Hours		4651	

☁ Condition Set														
Description		Pitched Roof Snow Loss												
Weather Dataset		TMY, 10km Grid (46.65,-94.15), NREL (prospector)												
Solar Angle Location		Meteo Lat/Lng												
Transposition Model		Perez Model												
Temperature Model		Sandia Model												
Temperature Model Parameters	Rack Type	a		b		Temperature Delta								
	Fixed Tilt	-3.56		-0.075		3°C								
	Flush Mount	-2.81		-0.0455		0°C								
	East-West	-3.56		-0.075		3°C								
	Carport	-3.56		-0.075		3°C								
Soiling (%)		J	F	M	A	M	J	J	A	S	O	N	D	
		26.5	26.5	12.25	5.5	2.25	2	2	2	2	2.9	8	19.5	
Irradiation Variance		5%												
Cell Temperature Spread		4° C												
Module Binning Range		-2.5% to 2.5%												
AC System Derate		0.50%												
Trackers	Maximum Angle							Backtracking						
	60°							Enabled						
Module & Component Characterizations	Type	Component							Characterization					
	Module	JKM465M-7RL3-TV (Jinko)							Spec Sheet Characterization, PAN					
	Inverter	CPS SCA25KTL-DO/US-208 (2020) (CPS)							Spec Sheet					

### Components

Component	Name	Count
Inverters	CPS SCA25KTL-DO/US-208 (2020) (CPS)	2 (50.00 kW)
Strings	10 AWG (Copper)	10 (537.4 ft)
Module	Jinko, JKM465M-7RL3-TV (465W)	140 (65.10 kW)

### Wiring Zones

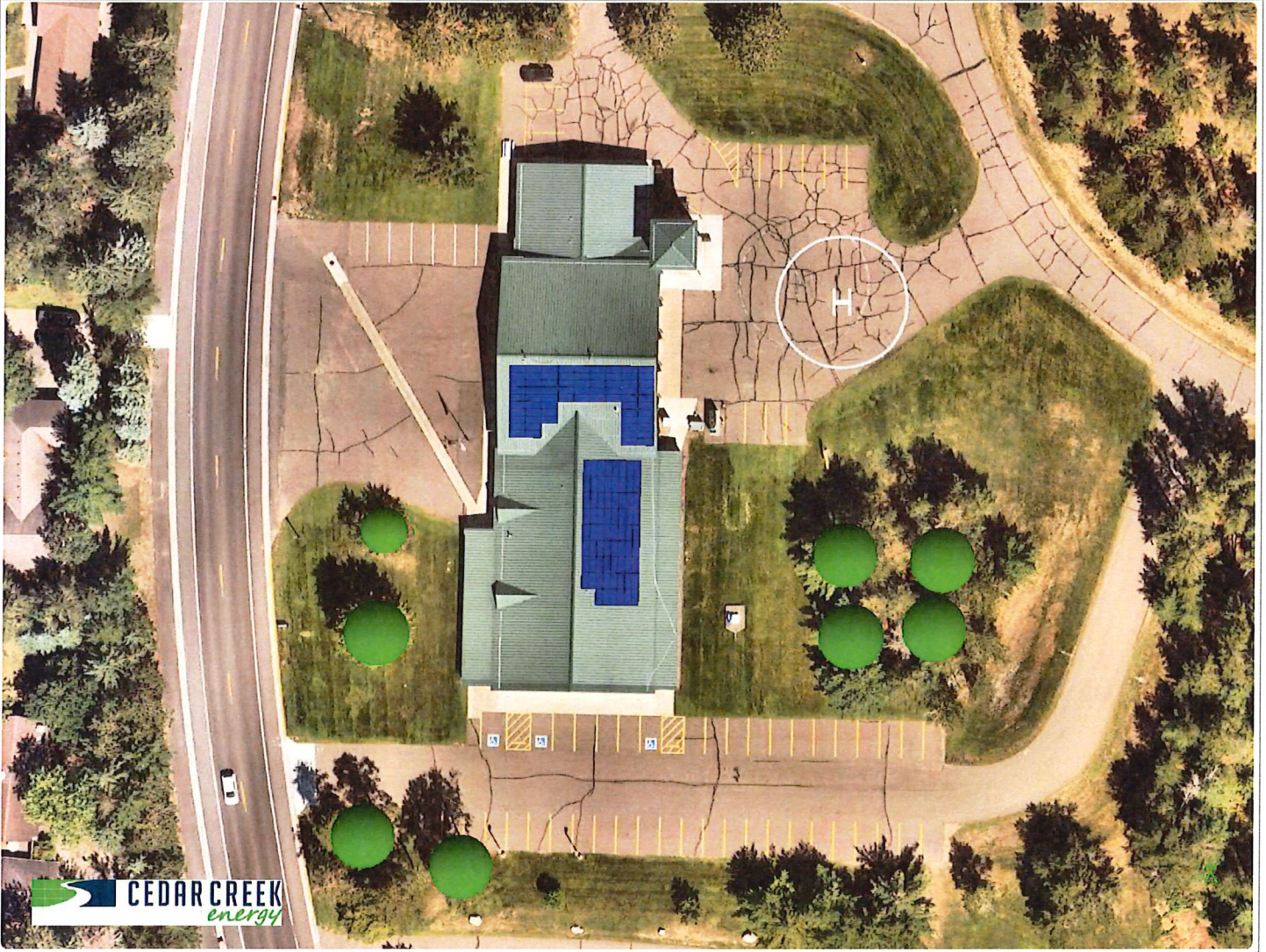
Description	Combiner Poles	String Size	Stringing Strategy
Wiring Zone	-	14-14	Along Racking
Wiring Zone 2	-	14-14	Along Racking

### Field Segments

Description	Racking	Orientation	Tilt	Azimuth	Intrarow Spacing	Frame Size	Frames	Modules	Power
Field Segment 1	Flush Mount	Landscape (Horizontal)	18.4°	180.34593°	0.1 ft	1x1	70	70	32.55 kW
Field Segment 2	Flush Mount	Landscape (Horizontal)	18.4°	90.85766°	0.1 ft	1x1	70	70	32.55 kW



📍 Detailed Layout2





### Cross Lake Water Treatment Center

Project	Cross Lake
KW AC	39.75
kW DC	72.00
Y1 kWh	85000
Degradation	0.40%
Build Cost	\$160,900
Build Cost \$/w DC	\$2.23
Discount Rate	5.00%
Current Customer Power Rate	\$0.080
Power Inflation	3.00%

Net Present Value	
NPV (10 Yr)	\$47,511
NPV (15 Yr)	\$87,830
NPV (20 Yr)	\$117,588
NPV (25 Yr)	\$146,755
NPV (30 Yr)	\$300,348

Internal Rate of Return	
IRR (10 Yr)	21.60%
IRR (15 Yr)	23.16%
IRR (20 Yr)	23.68%
IRR (25 Yr)	23.87%
IRR (30 Yr)	23.94%



#### System Notes:

- Rooftop install, flush mount on standing seam roof
- 277/480 V service
- All permits relating to solar included
- \*\*8 cents/kwh is used as an estimate based on large commercial rate, we do not have any bills to confirm this
- Prevailing wage is included
- 12 year panel manufacturers' warranty, 30 year power production warranty
- 5-year workmanship warranty from Cedar Creek Energy

### Cross Lake Water Treatment Center

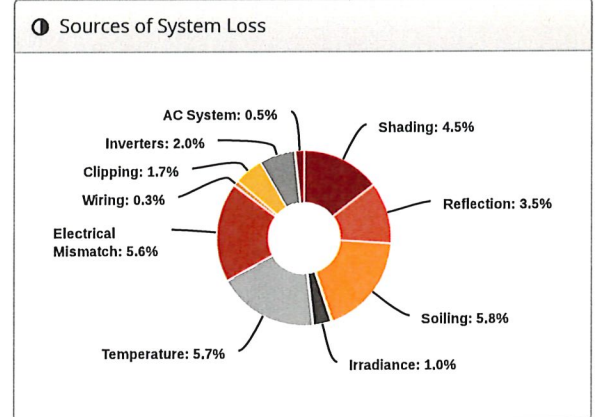
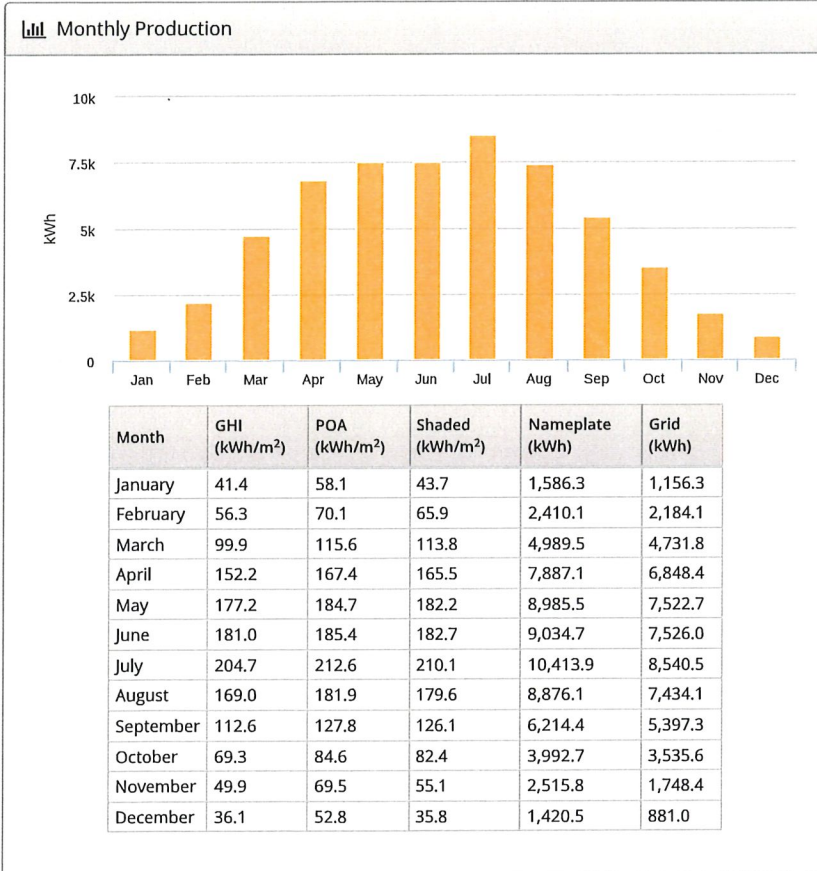
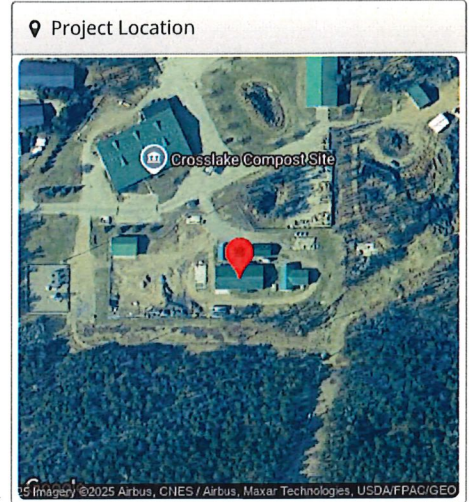
Year	Project Cost	PV Array kWh Generated	\$/kWh Generated	Power Savings	Federal Tax Credit (30%)	Solar Public Buildings Grant	Annual Cash Flow	Cumulative Savings	Year
Year 0	-\$160,900						-\$160,900	-\$160,900	Year 0
Year 1		85,000	\$0.080	\$6,800	\$48,270	\$112,000	\$167,070	\$6,170	Year 1
Year 2		84,150	\$0.082	\$6,934			\$6,934	\$13,104	Year 2
Year 3		83,813	\$0.085	\$7,113			\$7,113	\$20,217	Year 3
Year 4		83,478	\$0.087	\$7,298			\$7,298	\$27,515	Year 4
Year 5		83,144	\$0.090	\$7,486			\$7,486	\$35,001	Year 5
Year 6		82,812	\$0.093	\$7,680			\$7,680	\$42,681	Year 6
Year 7		82,480	\$0.096	\$7,879			\$7,879	\$50,560	Year 7
Year 8		82,150	\$0.098	\$8,083			\$8,083	\$58,643	Year 8
Year 9		81,822	\$0.101	\$8,292			\$8,292	\$66,935	Year 9
Year 10		81,495	\$0.104	\$8,507			\$8,507	\$75,442	Year 10
Year 11		81,169	\$0.108	\$8,727			\$8,727	\$84,168	Year 11
Year 12		80,844	\$0.111	\$8,953			\$8,953	\$93,121	Year 12
Year 13		80,521	\$0.114	\$9,184			\$9,184	\$102,305	Year 13
Year 14		80,198	\$0.117	\$9,422			\$9,422	\$111,727	Year 14
Year 15		79,878	\$0.121	\$9,666			\$9,666	\$121,393	Year 15
Year 16		79,558	\$0.125	\$9,916			\$9,916	\$131,309	Year 16
Year 17		79,240	\$0.128	\$10,173			\$10,173	\$141,481	Year 17
Year 18		78,923	\$0.132	\$10,436			\$10,436	\$151,917	Year 18
Year 19		78,607	\$0.136	\$10,706			\$10,706	\$162,623	Year 19
Year 20		78,293	\$0.140	\$10,983			\$10,983	\$173,606	Year 20
Year 21		77,980	\$0.144	\$11,267			\$11,267	\$184,873	Year 21
Year 22		77,668	\$0.149	\$11,559			\$11,559	\$196,432	Year 22
Year 23		77,357	\$0.153	\$11,858			\$11,858	\$208,290	Year 23
Year 24		77,048	\$0.158	\$12,165			\$12,165	\$220,455	Year 24
Year 25		76,739	\$0.163	\$12,480			\$12,480	\$232,934	Year 25
Year 26		76,433	\$0.168	\$12,803			\$12,803	\$245,737	Year 26
Year 27		76,127	\$0.173	\$13,134			\$13,134	\$258,871	Year 27
Year 28		75,822	\$0.178	\$13,474			\$13,474	\$272,345	Year 28
Year 29		75,519	\$0.183	\$13,823			\$13,823	\$286,167	Year 29
Year 30		75,217	\$0.189	\$14,180			\$14,180	\$300,348	Year 30
	-\$160,900			\$300,978	\$48,270	\$112,000	\$300,348		

Figures for solar offset account for module degradation and utility inflation as listed above. Prospective customer is assumed to be a taxable entity and able to take full advantage of the tax benefits or can utilize the direct pay incentive under the Inflation Recovery Act of 2022. Cedar Creek Energy has used good faith efforts to represent the estimated production, utility incentives, and available tax incentives for the proposed solar system. Your Company's or Individuals' specification tax situation may impact your ability to benefit from these incentives. Please consult your tax advisor regarding your specific situation to verify your ability to utilize these incentives.

# Jinko465 Flush City of Crosslake - Water Treatment Site, 13851 Whipple Dr, Crosslake, MN 56442

Report	
Project Name	City of Crosslake - Water Treatment Site
Project Address	13851 Whipple Dr, Crosslake, MN 56442
Prepared By	Shawn Doolittle shawn@cedarcreekenergy.com

System Metrics	
Design	Jinko465 Flush
Module DC Nameplate	52.08 kW
Inverter AC Nameplate	36.00 kW Load Ratio: 1.45
Annual Production	57.51 MWh
Performance Ratio	73.1%
kWh/kWp	1,104.2
Weather Dataset	TMY, 10km Grid (46.65,-94.15), NREL (prospector)
Simulator Version	bc926eb1a1-e159654628-c68e24bc92-41503a9340





⚡ Annual Production			
	Description	Output	% Delta
Irradiance (kWh/m <sup>2</sup> )	Annual Global Horizontal Irradiance	1,349.6	
	POA Irradiance	1,510.4	11.9%
	Shaded Irradiance	1,442.9	-4.5%
	Irradiance after Reflection	1,392.3	-3.5%
	Irradiance after Soiling	1,311.9	-5.8%
	Total Collector Irradiance	1,311.8	0.0%
Energy (kWh)	Nameplate	68,326.4	
	Output at Irradiance Levels	67,626.1	-1.0%
	Output at Cell Temperature Derate	63,761.6	-5.7%
	Output after Electrical Mismatch	60,171.7	-5.6%
	Optimal DC Output	59,989.7	-0.3%
	Constrained DC Output	58,990.7	-1.7%
	Inverter Output	57,795.1	-2.0%
	Energy to Grid	57,506.1	-0.5%
Temperature Metrics			
Avg. Operating Ambient Temp		8.7 °C	
Avg. Operating Cell Temp		22.2 °C	
Simulation Metrics			
Operating Hours		4651	
Solved Hours		4651	

☁ Condition Set													
Description	snow loss pitched roof												
Weather Dataset	TMY, 10km Grid (46.65,-94.15), NREL (prospector)												
Solar Angle Location	Meteo Lat/Lng												
Transposition Model	Perez Model												
Temperature Model	Sandia Model												
Temperature Model Parameters	Rack Type			a		b			Temperature Delta				
	Fixed Tilt			-3.56		-0.075			3°C				
	Flush Mount			-2.81		-0.0455			0°C				
	East-West			-3.56		-0.075			3°C				
	Carport			-3.56		-0.075			3°C				
Soiling (%)	J	F	M	A	M	J	J	A	S	O	N	D	
	26.5	26.5	12.25	5.5	2.25	2	2	2	2	2.9	8	19.5	
Albedo	J	F	M	A	M	J	J	A	S	O	N	D	
	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	
Rear Mismatch Loss	10%				Rear Shading Factor				5%				
Module Transparency	0%												
Irradiation Variance	5%												
Cell Temperature Spread	4° C												
Module Binning Range	-2.5% to 2.5%												
AC System Derate	0.50%												
Trackers	Maximum Angle							Backtracking					
	60°							Enabled					
Module & Component Characterizations	Type	Component					Characterization					Bifacial	
	Module	JKM465M-7RL3-TV (Jinko)					Spec Sheet Characterization, PAN					True	
	Inverter	CPS SCA36KTL-DO/US-480 (CPS)					Spec Sheet					N/A	

Components		
Component	Name	Count
Inverters	CPS SCA36KTL-DO/US-480 (CPS)	1 (36.00 kW)
Strings	10 AWG (Copper)	7 (846.5 ft)
Module	Jinko, JKM465M-7RL3-TV (465W)	112 (52.08 kW)

Wiring Zones			
Description	Combiner Poles	String Size	Stringing Strategy
Wiring Zone	-	16-16	Along Racking

Field Segments									
Description	Racking	Orientation	Tilt	Azimuth	Intrarow Spacing	Frame Size	Frames	Modules	Power
Field Segment 1	Flush Mount	Landscape (Horizontal)	14.04°	180°	0.1 ft	1x1	112	112	52.08 kW



📍 Detailed Layout2





### Cross Lake Community Center/Library

Project	Cross Lake
kW AC	36.00
kW DC	53.94
Y1 kWh	63950
Degradation	0.40%
Build Cost	\$160,500
Build Cost \$/w DC	\$2.98
Discount Rate	5.00%
Current Customer Power Rate	\$0.105
Power Inflation	3.00%

Net Present Value	
NPV (10 Yr)	\$47,089
NPV (15 Yr)	\$86,940
NPV (20 Yr)	\$116,325
NPV (25 Yr)	\$145,126
NPV (30 Yr)	\$296,854

Internal Rate of Return	
IRR (10 Yr)	21.57%
IRR (15 Yr)	23.12%
IRR (20 Yr)	23.64%
IRR (25 Yr)	23.83%
IRR (30 Yr)	23.90%



#### System Notes:

- Rooftop install, flush mount on asphalt roof
- 120/208 V service
- All permits relating to solar included
- \*\*10.5 cents/kwh is used as an estimate based on small commercial rate, we do not have any bills to confirm this
- Prevailing wage is included
- 12 year panel manufacturers' warranty, 30 year power production warranty
- 5-year workmanship warranty from Cedar Creek Energy

### Cross Lake Community Center/Library

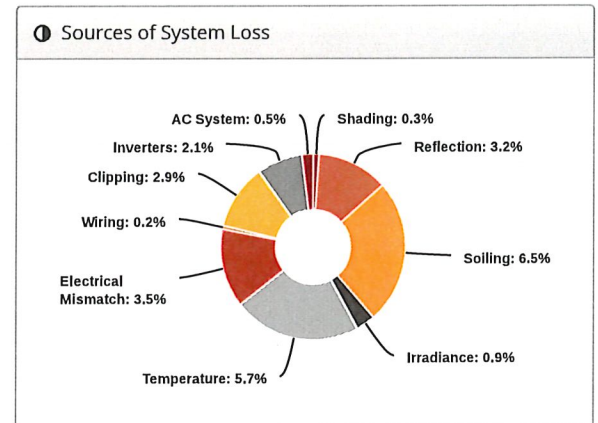
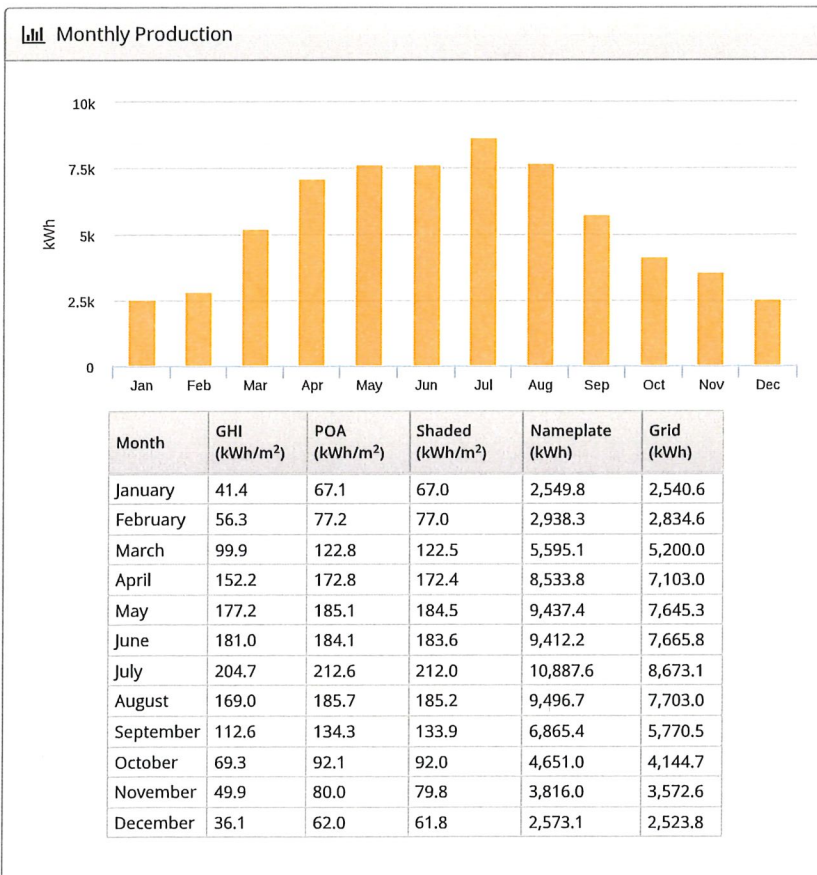
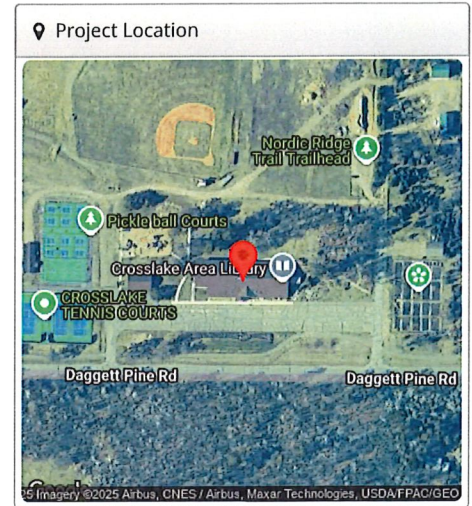
Year	Project Cost	PV Array kWh Generated	\$/kWh Generated	Power Savings	Federal Tax Credit (30%)	Solar Public Buildings Grant	Annual Cash Flow	Cumulative Savings	Year
Year 0	-\$160,500						-\$160,500	-\$160,500	Year 0
Year 1		63,950	\$0.105	\$6,715	\$48,150	\$112,000	\$166,865	\$6,365	Year 1
Year 2		63,311	\$0.108	\$6,847			\$6,847	\$13,212	Year 2
Year 3		63,057	\$0.111	\$7,024			\$7,024	\$20,236	Year 3
Year 4		62,805	\$0.115	\$7,206			\$7,206	\$27,442	Year 4
Year 5		62,554	\$0.118	\$7,393			\$7,393	\$34,835	Year 5
Year 6		62,304	\$0.122	\$7,584			\$7,584	\$42,418	Year 6
Year 7		62,054	\$0.125	\$7,780			\$7,780	\$50,198	Year 7
Year 8		61,806	\$0.129	\$7,981			\$7,981	\$58,180	Year 8
Year 9		61,559	\$0.133	\$8,188			\$8,188	\$66,368	Year 9
Year 10		61,313	\$0.137	\$8,400			\$8,400	\$74,768	Year 10
Year 11		61,067	\$0.141	\$8,617			\$8,617	\$83,385	Year 11
Year 12		60,823	\$0.145	\$8,840			\$8,840	\$92,225	Year 12
Year 13		60,580	\$0.150	\$9,069			\$9,069	\$101,295	Year 13
Year 14		60,338	\$0.154	\$9,304			\$9,304	\$110,598	Year 14
Year 15		60,096	\$0.159	\$9,545			\$9,545	\$120,143	Year 15
Year 16		59,856	\$0.164	\$9,792			\$9,792	\$129,935	Year 16
Year 17		59,616	\$0.168	\$10,045			\$10,045	\$139,980	Year 17
Year 18		59,378	\$0.174	\$10,305			\$10,305	\$150,285	Year 18
Year 19		59,140	\$0.179	\$10,572			\$10,572	\$160,856	Year 19
Year 20		58,904	\$0.184	\$10,845			\$10,845	\$171,702	Year 20
Year 21		58,668	\$0.190	\$11,126			\$11,126	\$182,827	Year 21
Year 22		58,434	\$0.195	\$11,414			\$11,414	\$194,241	Year 22
Year 23		58,200	\$0.201	\$11,709			\$11,709	\$205,951	Year 23
Year 24		57,967	\$0.207	\$12,012			\$12,012	\$217,963	Year 24
Year 25		57,735	\$0.213	\$12,323			\$12,323	\$230,286	Year 25
Year 26		57,504	\$0.220	\$12,642			\$12,642	\$242,928	Year 26
Year 27		57,274	\$0.226	\$12,969			\$12,969	\$255,898	Year 27
Year 28		57,045	\$0.233	\$13,305			\$13,305	\$269,202	Year 28
Year 29		56,817	\$0.240	\$13,649			\$13,649	\$282,852	Year 29
Year 30		56,590	\$0.247	\$14,003			\$14,003	\$296,854	Year 30
	-\$160,500			\$297,204	\$48,150	\$112,000	\$296,854		

Figures for solar offset account for module degradation and utility inflation as listed above. Prospective customer is assumed to be a taxable entity and able to take full advantage of the tax benefits or can utilize the direct pay incentive under the Inflation Recovery Act of 2022. Cedar Creek Energy has used good faith efforts to represent the estimated production, utility incentives, and available tax incentives for the proposed solar system. Your Company's or Individuals' specification tax situation may impact your ability to benefit from these incentives. Please consult your tax advisor regarding your specific situation to verify your ability to utilize these incentives.

# Jinko465 Flush R1 Crosslake - Library, 14126 Daggett Pine Rd, Crosslake, MN 56442

Report	
Project Name	Crosslake - Library
Project Address	14126 Daggett Pine Rd, Crosslake, MN 56442
Prepared By	Shawn Doolittle shawn@cedarcreekenergy.com

System Metrics	
Design	Jinko465 Flush R1
Module DC Nameplate	53.94 kW
Inverter AC Nameplate	36.00 kW Load Ratio: 1.50
Annual Production	65.38 MWh
Performance Ratio	76.9%
kWh/kWp	1,212.0
Weather Dataset	TMY, 10km Grid (46.65,-94.15), NREL (prospector)
Simulator Version	bc926eb1a1-e159654628-c68e24bc92-41503a9340





⚡ Annual Production			
	Description	Output	% Delta
Irradiance (kWh/m <sup>2</sup> )	Annual Global Horizontal Irradiance	1,349.6	
	POA Irradiance	1,575.7	16.8%
	Shaded Irradiance	1,571.7	-0.3%
	Irradiance after Reflection	1,521.5	-3.2%
	Irradiance after Soiling	1,422.9	-6.5%
	Total Collector Irradiance	1,422.9	0.0%
Energy (kWh)	Nameplate	76,756.4	
	Output at Irradiance Levels	76,079.5	-0.9%
	Output at Cell Temperature Derate	71,720.9	-5.7%
	Output after Electrical Mismatch	69,198.2	-3.5%
	Optimal DC Output	69,087.7	-0.2%
	Constrained DC Output	67,081.0	-2.9%
	Inverter Output	65,705.5	-2.1%
	Energy to Grid	65,377.0	-0.5%
Temperature Metrics			
Avg. Operating Ambient Temp		8.7 °C	
Avg. Operating Cell Temp		23.3 °C	
Simulation Metrics			
Operating Hours		4651	
Solved Hours		4651	

☁ Condition Set														
Description		snow loss pitched roof												
Weather Dataset		TMY, 10km Grid (46.65,-94.15), NREL (prospector)												
Solar Angle Location		Meteo Lat/Lng												
Transposition Model		Perez Model												
Temperature Model		Sandia Model												
Temperature Model Parameters	Rack Type			a		b			Temperature Delta					
	Fixed Tilt			-3.56		-0.075			3°C					
	Flush Mount			-2.81		-0.0455			0°C					
	East-West			-3.56		-0.075			3°C					
	Carport			-3.56		-0.075			3°C					
Soiling (%)		J	F	M	A	M	J	J	A	S	O	N	D	
		26.5	26.5	12.25	5.5	2.25	2	2	2	2	2.9	8	19.5	
Irradiation Variance		5%												
Cell Temperature Spread		4° C												
Module Binning Range		-2.5% to 2.5%												
AC System Derate		0.50%												
Trackers		Maximum Angle							Backtracking					
		60°							Enabled					
Module & Component Characterizations		Type	Component							Characterization				
		Module	JKM465M-7RL3-TV (Jinko)							Spec Sheet Characterization, PAN				
		Inverter	CPS SCA36KTL-DO/US-480 (CPS)							Spec Sheet				

### Components

Component	Name	Count
Inverters	CPS SCA36KTL-DO/US-480 (CPS)	1 (36.00 kW)
Strings	10 AWG (Copper)	8 (438.6 ft)
Module	Jinko, JKM465M-7RL3-TV (465W)	116 (53.94 kW)

### Wiring Zones

Description	Combiner Poles	String Size	Stringing Strategy
Wiring Zone	-	14-15	Along Racking

### Field Segments

Description	Racking	Orientation	Tilt	Azimuth	Intrarow Spacing	Frame Size	Frames	Modules	Power
Field Segment 2	Flush Mount	Portrait (Vertical)	22.62°	180.4681°	0.1 ft	1x1	116	116	53.94 kW
Field Segment 2	Flush Mount	Landscape (Horizontal)	22.62°	270°	0.1 ft	1x1			0
Field Segment 3	Flush Mount	Landscape (Horizontal)	22.62°	90°	0.1 ft	1x1			0



📍 Detailed Layout2



**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:

<b>FROM</b>	<b>DONATION</b>	<b>INTENDED PURPOSE</b>
Steve Roe Memorial Fund	\$610.00	Fire Department
Crosslake Firefighters Relief Association ; and	\$720.00	RJ Kool Gear Extractor

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.

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Jackson Purfeerst  
Mayor

ATTEST:

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Lori A. Conway  
City Administrator (SEAL)



F. 1.

RESOLUTION APPROVING THE DECERTIFICATION OF  
TAX INCREMENT FINANCING DISTRICT NO. 1-9  
OF THE CITY OF CROSSLAKE

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Crosslake, Crow Wing County, Minnesota, was duly held at the City Hall in said City on the 8<sup>th</sup> day of September, 2025 beginning at 6:00 o'clock P.M. for the purpose, in part, of decertifying Tax Increment Finance District Number 1-9 within Municipal Development District No. 1, of said City.

The following Council members were present:

and the following were absent:

Council Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

WHEREAS, on August 13, 2007, the City of Crosslake (the "City") created its Tax Increment Financing District No. 1-9 (the "District") within its Municipal Development District No. 1 (the "Project"); and

WHEREAS, as of the date hereof all bonds and obligations to which tax increment from the District have been pledged have been paid in full or defeased and all other costs of the Project have been paid; and

WHEREAS, the City desires by this resolution to cause the decertification of the District after which all property taxes generated within the District will be distributed in the same manner as all other property taxes.

NOW THEREFORE, BE IT RESOLVED by the City Council that the City's staff shall take such action as is necessary to cause the County Auditor of Crow Wing County to decertify the District as a tax increment district and to no longer remit tax increment from the District to the City.

The motion for the adoption of the foregoing resolution was duly seconded by Council Member \_\_\_\_\_ and upon vote being taken thereon, the following voted in favor:

and the following voted against the same:

Whereupon said the resolution was declared duly passed and adopted.

Dated: September 8, 2025

\_\_\_\_\_  
Jackson Purfeerst, Mayor

\_\_\_\_\_  
Lori A. Conway, City Administrator

F. 2.

ORDINANCE NO. \_\_\_\_  
AN ORDINANCE AMENDING CHAPTER 42, ARTICLE VI  
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 following is the official summary of Ordinance No. \_\_\_\_, approved by the City Council of the City of Crosslake on the 8th of September, 2025.

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

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

Passed by the City Council this 8th day of September, 2025 by a \_/5ths vote.

\_\_\_\_\_  
Jackson Purfeerst  
Mayor

ATTEST:

\_\_\_\_\_  
Lori A. Conway  
City Administrator



ORDINANCE NO. \_\_\_\_  
AN ORDINANCE AMENDING CHAPTER 42, ARTICLE VI ROAD NAMES  
NAMING AN UNNAMED ROAD AS 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 8 day of September, 2025 by a \_/5ths vote.

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Jackson Purfeerst  
Mayor

ATTEST:

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Lori A. Conway  
City Administrator

Attachment: Master Road Name Index

# MASTER ROAD NAME INDEX

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

# MASTER ROAD NAME INDEX

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



## MASTER ROAD NAME INDEX

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

# MASTER ROAD NAME INDEX

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

## MASTER ROAD NAME INDEX

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

## MASTER ROAD NAME INDEX

TWIN BAY DRIVE	7	NW	SOUTH OFF GINSENG PATCH ROAD ANCHOR POINT			TWIN BAY SHORES
URBANS POINT ROAD	30	SW	NORTH OFF PERKINS ROAD			URBAN POINT ROAD
VELVET LANE	24	SE	SOUTH OFF 36 AT NW SHORE OF VELVET LAKE			
VERNA DRIVE	5	NW	OFF MANHATTAN POINT BLVD NEXT TO LODGE			
VISTA DRIVE	33	NW	SOUTH OF SCHAFER ROAD			PINE VISTA PLAT
WATERWOOD COURT	10	NE	S OFF DAGGETT PINE ROAD E OF WILDERNESS			FAWN LAKE PARK FIRST ADDITION
WEST RAVENWOOD DRIVE	32	SW	NORTH OFF OF FAWN LAKE ROAD			
WEST SHORE DRIVE	18,19,30	SW,NW	N/S FROM 16 TO 103			
WETLAND DRIVE	29		OFF OF E SHORE BLVD		UNNAMED	PRIVATE ROAD
WHIPPLE DRIVE	21	SW	EAST OFF OF COUNTY ROAD 3			DRIVE GOING THRU PUBLIC WORKS AREA
WHITE BIRCH LANE	21	NE	RUNS BETWEEN WILDWOOD DR AND TRAIL			
WHITE ISLAND DRIVE	6	NW	NORTH FROM WHITEFISH ROAD		ISLAND AVE	WHITE ISL BCH PLAT/PVT RD
WHITE OAK DRIVE	29,30	SW	NORTH OFF 103			OAKCREST PLAT
WHITE PINE TRAIL	10	NW	OFF WILDERNESS TRAIL			
WHITEFISH AVENUE	6	NW	OFF MANHATTAN POINT BLVD			A/K/A COUNTY RD 140
WHITEFISH ROAD	6	NW	SOUTH OFF WHITEFISH AVENUE		EDGEWATER BEACH	
WHITEFISH TRAIL	6	NW	EAST OFF WHITEFISH AVENUE		PINE TERRACE	
WHITEHAWK TRAIL	32	SW	NORTH OFF OF FAWN LAKE ROAD			FAWN LAKE PARK FIRST ADDITION
WILDERNESS TRAIL	2,3,9,10	NE,NW	N/S OFF DAGGETT PINE ROAD			
WILD WIND RANCH DRIVE	32	NE	SOUTH OFF OF COUNTY ROAD 103		UNNAMED	WILD WIND RANCH ESTATES PLAT
WILDWOOD DRIVE	21	NE	OFF WILDWOOD TRAIL			WILDWOOD ACRES PLAT
WILDWOOD TRAIL	21	NE	SOUTH OFF WILDWOOD DRIVE		RED OAK TRAIL	WILDWOOD ACRES PLAT
WILLWOOD LANE	31	SW	SOUTH OFF 103			
WINDSOR AVENUE	6		MANHATTAN POINT			
WOLF COURT	10		OFF WOLF TRAIL		UNNAMED	
WOLF TRAIL	10,15,16	NE,NW	NE/NW AT END OF PINE BAY ROAD			
WOODLAND AVENUE	6					NO STRUCTURES
WOODLAND DRIVE	6	NW	WEST OF NORTHWOOD AVE- MANHATTAN POINT			PLAT ROAD NAME



F. 3.

## MEMORANDUM

**TO:** Mayor Purfeerst, Members of the City Council  
**FROM:** Lori A Conway, City Administrator  
**DATE:** September 5, 2025  
**SUBJECT:** Change in Benefits Administration Agent

Dear Mayor and Council Members,

I would like to take this opportunity to provide you with a courtesy update regarding a recent administrative decision related to our employee benefits program.

After careful review and consideration, the administration has made the decision to transition to a new agent for the administration of the City's employee benefits. This decision was not taken lightly and was made with the best interest of our employees in mind. It was thoroughly discussed and evaluated with a focus on improving the overall quality and responsiveness of our benefits services.

Some of the key factors influencing this change include:

- Enhancing the quality and accessibility of service to employees
- Providing comprehensive and timely informational meetings
- Ensuring compliance and communication with evolving laws and regulations, including HIPAA and COBRA
- Offering guidance and support in understanding and implementing the New Minnesota Paid Family and Medical Leave Act, including assistance in handling related claims
- Improving the City's access to expert guidance on benefits administration
- Strengthening ongoing support and communication regarding benefits-related matters

This change reflects our ongoing commitment to maintaining a high standard of service and compliance in all areas that impact our staff and operations. While this matter pertains to administrative functions, I felt it important to keep you informed as part of our commitment to transparency and collaborative governance.

Should you have any questions or wish to discuss this in more detail, I am happy to provide additional information at your convenience.

Respectfully,

Lori Conway  
City Administrator

F. 4.

**TO:** Mayor Purfeerst, Members of the City Council

**FROM:** Lori A Conway, City Administrator

**DATE:** September 5, 2025

**SUBJECT:** Update on City Hall Hours of Operation

Dear Mayor and Council Members,

I would like to provide a follow-up regarding the City Hall hours of operation, as part of our ongoing effort to maintain transparency and open communication on matters impacting staff and city services.

At the end of August, I shared documentation comparing hours of operation for area cities and extended that comparison to include communities of a similar size. Based on that data, I recommended maintaining the following schedule:

- **Monday–Thursday:** 7:30 a.m. to 4:30 p.m.
- **Friday:** 7:30 a.m. to 12:30 p.m.

A majority of the Council expressed agreement with this recommendation. In keeping with proper administrative process, I then consulted with the two unions affected by this change, both of which have given their full support.

Since implementing this schedule, we've already seen a noticeable improvement in staff morale, and there have been no disruptions to operations or service delivery.

However, it has been brought to my attention by the Mayor that he would prefer a full Council discussion on this matter in an open forum. Therefore, I bring this forward to you today to provide an opportunity for any additional feedback or formal input. While I believe the Council's informal consensus provided clear direction, I also recognize and respect the Council's right to exercise its authority as the governing body of a Statutory A City.

Please feel free to share any thoughts or questions you may have ahead of any formal discussion.

Respectfully,

Lori A Conway  
City Administrator

G.  
l.  
a.

MEMO TO: City Council

FROM: Public Works Commission

DATE: September 2, 2025

SUBJECT: Simonson Lumber Sewer Connection

At its meeting on 9/2/25 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 discussed Simonson Lumber and the status of their City Sewer Connection and their extension to connect has expired. After discussion, the City will need to pursue Simonson to get connected. They have been given 3 years to get connected with two one-year extensions. They need to get connected now or show progress with building plans.

A MOTION WAS MADE BY TOM SWENSON AND SECONDED BY GORDON WAGNER TO RECOMMEND TO THE CITY COUNCIL THAT WE NOTIFY SIMONSON LUMBER THAT THEIR EXTENSION TO CONNECT TO CITY SEWER IS UP AND THEY MUST CONNECT TO THE SEWER. THEY HAVE BEEN GIVEN 3 YEARS WITH TWO ONE YEAR EXTENSIONS.  
A MOTION WAS CARRIED WITH ALL AYES.



Real People. Real Solutions.

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

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

September 5, 2025

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

RE: Harbor Lane Improvements – Pay Request No. 3

Dear Lori:

Attached is Contractor's Pay Request No. 3 for work completed through August 29, 2025 for the above referenced project. The value of the work completed as of this date was \$481,625.87. We retain 5% (\$24,081.29) of the work completed by contract and the City of Crosslake has made a previous payment of \$103,183.73. Therefore, the net amount to pay is \$354,360.85.

We recommend City Council approval of Contractor's Pay Request No. 3 in the amount of \$354,360.85.

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. 3*



**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	\$481,625.87
TOTAL, STORED MATERIALS TO DATE	\$0.00
DEDUCTION FOR STORED MATERIALS USED IN WORK COMPLETED	\$0.00
TOTAL, COMPLETED WORK & STORED MATERIALS	\$481,625.87
RETAINED PERCENTAGE ( 5.0% )	\$24,081.29
TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS)	\$0.00
NET AMOUNT DUE TO CONTRACTOR TO DATE	\$457,544.58
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	\$103,183.73
PAY CONTRACTOR AS ESTIMATE NO. <b>3</b>	\$354,360.85

**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 18 Brainerd, MN 56401

By

Name

Title

Date

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:

ENGINEER: BOLTON &amp; 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



Pay Request No.:  
HARBOR LANE IMPROVEMENTS

3

CITY OF CROSSLAKE, MN  
BMI PROJECT NO. 0B1134054  
WORK COMPLETED THROUGH FRIDAY, AUGUST 29, 2025



ITEM NO.	ITEM	UNIT PRICE	AS BID		ESTIMATED AMOUNT	PREVIOUS ESTIMATE		COMPLETED TO DATE	
			ESTIMATED QUANTITY			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	1.00 LUMP SUM	\$28,499.00
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								
4	REMOVE BITUMINOUS PAVEMENT	\$2,200.00	1.15 ACRE		\$2,530.00	1.15 ACRE	\$2,530.00	1.15 ACRE	\$2,530.00
5	COMMON EXCAVATION (P) (EV)	\$2.45	4,598.00 SQ YD		\$11,265.10	0.00 SQ YD	\$0.00	4,598.00 SQ YD	\$11,265.10
6	SUBGRADE EXCAVATION (EV)	\$11.65	4,754.00 CU YD		\$55,384.10	2,158.00 CU YD	\$25,140.70	4,754.00 CU YD	\$55,384.10
7	SELECT GRANULAR BORROW (CV)	\$10.85	500.00 CU YD		\$5,425.00	0.00 CU YD	\$0.00	21.00 CU YD	\$227.85
8	GEOTEXTILE FABRIC TYPE 5	\$15.25	500.00 CU YD		\$7,625.00	0.00 CU YD	\$0.00	21.00 CU YD	\$320.25
9	AGGREGATE BASE (CV) CLASS 5 (P)	\$2.65	1,500.00 SQ YD		\$3,975.00	0.00 SQ YD	\$0.00	0.00 SQ YD	\$0.00
10	AGGREGATE SURFACING (CV) CLASS 1	\$26.35	2,070.00 CU YD		\$54,544.50	516.15 CU YD	\$13,600.55	2,070.00 CU YD	\$54,544.50
11	BITUMINOUS MATERIAL FOR TACK COAT	\$33.45	140.00 CY YD		\$4,683.00	0.00 CY YD	\$0.00	0.00 CY YD	\$0.00
12	TYPE SP 12.5 NON WEARING COURSE MIX (2.C) (2.0" THICK)	\$2.55	680.00 GALLON		\$1,734.00	0.00 GALLON	\$0.00	522.00 GALLON	\$1,331.10
13	TYPE SP 9.5 WEARING COURSE MIX (2.C) (1.5" THICK)	\$70.00	500.00 TON		\$35,000.00	0.00 TON	\$0.00	558.81 TON	\$39,102.70
14	TYPE SP 9.5 WEARING COURSE MIX (2.C) (1.5" THICK)	\$72.00	930.00 TON		\$66,960.00	0.00 TON	\$0.00	930.00 TON	\$66,960.00
15	8" CS PIPE APRON	\$75.00	700.00 TON		\$52,500.00	0.00 TON	\$0.00	700.00 TON	\$52,500.00
16	12" RC PIPE APRON	\$310.00	4.00 EACH		\$1,240.00	0.00 EACH	\$0.00	4.00 EACH	\$1,240.00
17	15" RC PIPE APRON	\$1,078.00	3.00 EACH		\$3,234.00	3.00 EACH	\$3,234.00	3.00 EACH	\$3,234.00
18	8" CS PIPE CULVERT	\$1,149.00	1.00 EACH		\$1,149.00	1.00 EACH	\$1,149.00	1.00 EACH	\$1,149.00
19	12" RC PIPE SEWER	\$37.80	60.00 LIN FT		\$2,268.00	0.00 LIN FT	\$0.00	60.00 LIN FT	\$2,268.00
20	15" RC PIPE SEWER	\$52.65	457.00 LIN FT		\$24,061.05	457.00 LIN FT	\$24,061.05	457.00 LIN FT	\$24,061.05
21	CASTING ASSEMBLY (R-4342)	\$60.15	21.00 LIN FT		\$1,263.15	21.00 LIN FT	\$1,263.15	21.00 LIN FT	\$1,263.15
22	CASTING ASSEMBLY (R-3501-TB)	\$1,330.00	1.00 LIN FT		\$1,330.00	0.00 LIN FT	\$0.00	1.00 LIN FT	\$1,330.00
23	CONSTRUCT DRAINAGE STRUCTURE DESIGN H	\$1,529.00	6.00 LIN FT		\$9,174.00	0.00 LIN FT	\$0.00	6.00 LIN FT	\$9,174.00
24	CONSTRUCT DRAINAGE STRUCTURE DESIGN R-1 (2'X3')	\$1,041.00	3.63 LIN FT		\$3,778.83	2.50 LIN FT	\$2,602.50	3.63 LIN FT	\$3,778.83
25	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4022	\$373.00	25.57 LIN FT		\$9,537.61	7.00 LIN FT	\$2,611.00	12.30 LIN FT	\$4,587.90
26	RANDOM RIPRAP CLASS III	\$524.00	7.05 LIN FT		\$3,694.20	12.00 LIN FT	\$6,288.00	20.41 LIN FT	\$10,694.84
27	6" CONCRETE WALK	\$94.00	36.00 CU YD		\$3,384.00	0.00 CU YD	\$0.00	36.00 CU YD	\$3,384.00
28	CONCRETE CURB & GUTTER DESIGN D412	\$20.00	100.00 SQ FT		\$2,000.00	0.00 SQ FT	\$0.00	100.00 SQ FT	\$2,000.00
29	CONCRETE DRAINAGE FLUME	\$19.00	1,789.00 LIN FT		\$33,991.00	0.00 LIN FT	\$0.00	1,789.00 LIN FT	\$33,991.00
30	TRUNCATED DOMES	\$500.00	1.00 EACH		\$500.00	0.00 EACH	\$0.00	1.00 EACH	\$500.00
31	MAIL BOX SUPPORT	\$55.00	19.00 SQ FT		\$1,045.00	0.00 SQ FT	\$0.00	19.00 SQ FT	\$1,045.00
32	TRAFFIC CONTROL	\$105.00	31.00 EACH		\$3,255.00	0.00 EACH	\$0.00	0.00 EACH	\$0.00
33	SALVAGE AND REINSTALL SIGN	\$900.00	1.00 LUMP SUM		\$900.00	0.50 LUMP SUM	\$450.00	1.00 LUMP SUM	\$900.00
34	SIGN	\$200.00	10.00 EACH		\$2,000.00	0.00 EACH	\$0.00	0.00 EACH	\$0.00
35	STABILIZED CONSTRUCTION EXIT	\$790.00	1.00 EACH		\$790.00	0.00 EACH	\$0.00	0.00 EACH	\$0.00
36	STORM DRAIN INLET PROTECTION	\$500.00	1.00 LUMP SUM		\$500.00	0.00 LUMP SUM	\$0.00	1.00 LUMP SUM	\$500.00
37	SEDIMENT CONTROL LOG TYPE WOOD FIBER	\$155.00	7.00 EACH		\$1,085.00	0.00 EACH	\$0.00	7.00 EACH	\$1,085.00
38	SILT FENCE TYPE MS	\$3.00	320.00 LIN FT		\$960.00	260.00 LIN FT	\$780.00	260.00 LIN FT	\$780.00
39	COMMON TOPSOIL BORROW	\$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
40	TURF ESTABLISHMENT TYPE 1	\$29.00	900.00 CU YD		\$26,100.00	0.00 CU YD	\$0.00	439.50 CU YD	\$12,745.50
41	TURF ESTABLISHMENT TYPE 2	\$15,500.00	1.38 ACRE		\$21,390.00	0.00 ACRE	\$0.00	1.88 ACRE	\$29,140.00
42	TURF ESTABLISHMENT TYPE 3	\$15,500.00	0.52 ACRE		\$8,060.00	0.00 ACRE	\$0.00	0.11 ACRE	\$1,705.00
43	TURF ESTABLISHMENT TYPE 4	\$15,500.00	0.04 ACRE		\$620.00	0.00 ACRE	\$0.00	0.05 ACRE	\$775.00
44	4" SOLID LINE MULTI COMP	\$15,500.00	0.15 ACRE		\$2,325.00	0.00 ACRE	\$0.00	0.45 ACRE	\$6,975.00
45	4" BROKEN LINE MULTI COMP	\$0.65	119.00 LIN FT		\$77.35	0.00 LIN FT	\$0.00	0.00 LIN FT	\$0.00
46	4" DBLE SOLID LINE MULTI COMP	\$0.65	400.00 LIN FT		\$260.00	0.00 LIN FT	\$0.00	0.00 LIN FT	\$0.00
		\$1.30	2,187.00 LIN FT		\$2,843.10	0.00 LIN FT	\$0.00	0.00 LIN FT	\$0.00
								0	
TOTAL AMOUNT:					\$519,068.99		\$108,514.45		\$431,625.57



G.I.C.

MEMO TO: City Council

FROM: Public Works Commission

DATE: September 2, 2025

SUBJECT: Rolling Woods Road

At its meeting on 9/2/25 the Public Works Commission held a discussion regarding the following from the draft minutes of the meeting along with the motions that were made for the Council's consideration:

Phil gave a status update on Rolling Woods new road and said that the road is built and shouldering is done but there are a few minor items that will need to be adjusted before it is ready to bring to the City Council for consideration to approve. Dave Nevin was notified by Phil on what conditions need to be done to complete it in full. Phil also stated that he feels the road is built well. Once the following items are completed and approved either by Phil or Public Works Director Pat Wehner they will have met the requirements for City consideration.

1. The right-of-way is deeded to the public and recorded.
2. The grass has not established enough but it isn't far off. A little rain will help this
3. There is significant erosion off the right edge of the cul-de-sac as you face north. With some minor grading/topsoil addition and an erosion blanket to hold the slope will help
4. The stop sign, installed on the new road by Wilderness Trail, has 2 maple trees obstructing the view and will need to be removed for the stop sign to be more visible.

A MOTION WAS MADE BY TOM SWENSON AND SECONDED BY MARY PRESCOTT TO RECOMMEND TO THE CITY COUNCIL THAT BASED ON THE CITY ENGINEER PHIL MARTIN'S REVIEW WE CONSIDER TAKING OVER THE ROAD AND MAINTENANCE CONGINENT ON THE 4 ITEMS BEING COMPLETED AND APPROVED BY PHIL OR PAT.

A MOTION WAS CARRIED WITH ALL AYES.



# BOLTON & MENK

Real People. Real Solutions.

## MEMORANDUM

**Date:** September 5, 2025  
**To:** Pat Wehner, Public Works Director  
**From:** Phil Martin, PE  
**Subject:** Update for September 8, 2025 Council Meeting

### Rolling Woods Road Review

We have been reviewing the construction of the private road in the Rolling Woods plat based on the request by the developer that the road be considered for acceptance by the City as a public road.

The remaining items to address from our most recent correspondence on August 21, 2025 with the developer are provided below:

- The grass had not established adequately but was not far from being acceptable.
- There was significant erosion off the right edge of the cul-de-sac as you face north. We requested that area be addressed with some minor grading/topsoil addition and erosion blanket to hold the slope.
- Since the public road will extend to Wilderness Trail, we requested a stop sign be installed where the new road intersects Wilderness Trail and that trees be removed for visibility.
- The engineering plans did not show continues public dedication of easement to Wilderness Trail. We requested confirmation that the appropriate roadway easement/right-of-way was being provided.

Based on our review of the final engineering plan, construction of the road, and September 4<sup>th</sup> and September 5<sup>th</sup> review of the status of the road, we believe it meets the City's ordinance and that the construction meets the City standards. The developer's survey company (Stonemark Land Surveying) provided confirmation that the roadway easement/right-of-way extended to Wilderness Trail.

The only remaining issue we see is stabilization of the cul-de-sac slope in one area. The developer has made attempts to address the erosion including placing more topsoil and seed on September 4, 2025. However, full slope stabilization will likely take a few weeks or more for vegetative growth and may even require installation of additional erosion control measures such as sediment logs along the top of the slope. The erosion areas do not impact the stability of the road currently but could in the future if not monitored and addressed.

If the City accepts the road, all future operation and maintenance will be the City's responsibility. If the City accepts the road, I would recommend the City account for the cul-de-sac slope stabilization by conditioning acceptance of the road or retaining some escrow to address erosion this fall or add supplemental erosion control measures such as sediment logs along the top slope.



G.  
Z.  
a.

**CITY OF CROSSLAKE**  
**RESOLUTION NO. 25-\_\_\_\_\_**  
**RESOLUTION IN SUPPORT OF APPLYING FOR**  
**\$50,000 SOURCEWELL PUBLIC SAFETY IMPACT FUNDING**

**WHEREAS**, Sourcewell exists for one reason: to assist government, education, and nonprofits work more efficiently; and

**WHEREAS**, the City of Crosslake has been a participating agency with Sourcewell since 2010; and

**WHEREAS**, Sourcewell allows cities to address basic needs projects. Applicants may apply for one Public Safety Impact Funds up to \$50,000 per fiscal year, no match required.

**WHEREAS**, the City of Crosslake would like to purchase a new squad car in addition to the one in the budget for 2026 to replace existing equipment.

**NOW, THEREFORE, BE IT RESOLVED**, that the Crosslake City Council is in full support of the Crosslake Police Department applying for a \$50,000 Public Safety Impact Funding from Sourcewell to be used towards the purchase and outfitting of a new squad car.

Adopted by the City Council of Crosslake this 8th day of September, 2025

\_\_\_\_\_  
Mayor, Jackson Purfeerst

\_\_\_\_\_  
Lori Conway, City Administrator