

**TRUTH IN TAXATION MEETING  
CITY OF CROSSLAKE  
MONDAY, DECEMBER 8, 2025  
6:00 P.M. – CITY HALL**

**PUBLIC HEARING  
SUNRISE BLVD IMPROVEMENTS  
CITY OF CROSSLAKE  
MONDAY, DECEMBER 8, 2025  
6:30 P.M. – CITY HALL**

**AGENDA AND ADDITIONS TO THE AGENDA  
REGULAR COUNCIL MEETING  
CITY OF CROSSLAKE  
MONDAY, DECEMBER 8, 2025  
7:00 P.M. – CITY HALL**

**A. CALL TO ORDER**

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

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

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

1. Regular Council Meeting Minutes of November 10, 2025
2. Special Council Meeting Minutes of November 19, 2025
3. November 2025 Budget Revenues
4. November 2025 Budget Expenditures
5. November 2025 Balance Sheet
6. Memo dated December 3, 2025 from City Clerk Re: Annual Updates to the City's Cafeteria Plan
7. Police Reports for Crosslake, Mission Township and City of Manhattan Beach – November 2025
8. Fire Department Report – November 2025
9. Public Safety Commission Meeting Minutes of October 1, 2025
10. Planning & Zoning Commission Meeting Minutes of October 22, 2025
11. Parks & Recreation/Library Commission Meeting Minutes of October 22, 2025
12. Public Works Meeting Minutes of November 3, 2025

13. Waste Partners Recycling Report for October 2025
14. Personnel Updates and Recap dated December 2025
15. Resolution to Approve LG214 Premises Permit Application for Northern Lakes Youth Hockey Assn
16. Bills for Approval
17. Additional Bills for Approval

#### **D. COMMUNITY ORGANIZATIONS**

1. Cindy Myogeto, Chamber of Commerce and Mallory Goerges, St. Patrick's Day Committee Chair
  - a. Permission to Have Access to City Streets, Police, Fire, and Public Works for Parade on Saturday, March 14, 2026
  - b. Approval of LG220 Application for Exempt Permit for Raffle (Council Action-Motion)

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

1. Resolution Accepting Donations (Council Action-Motion)

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

1. Second Reading of Ordinance Amending Chapter 23, Short-Term Home Rental Licensing and Approval to Publish Summary in Official Newspaper (Council Action-Motion)
2. Resolution Accepting Bond Award: Predesign, Design, Construct, Furnish, Equip Grant for the City of Crosslake – National Loon Center (Council Action-Motion)
3. Memo dated December 3, 2025 from City Clerk Re: Approval of Cannabis Business Registration Application (Council Action-Motion)
4. Memo dated December 4, 2025 from City Clerk Re: Retroactive Approval of Bills for Payment (Council Action-Motion)

#### **G. COMMISSION REPORTS**

1. PARK & RECREATION / LIBRARY
  - a. Request for Council Action dated December 8, 2025 from TJ Graumann Re: Pickleball Advisory Subcommittee (Council Action-Motion)
  - b. Request for Council Action dated December 8, 2025 from TJ Graumann Re: Weight Room Fee Adjustments (Council Action-Motion)
  - c. Request for Council Action dated December 8, 2025 from TJ Graumann Re: Community Park Master Plan, Phase II Cost Level Estimates (Council Action-Motion)
  - d. Request for Council Action dated December 8, 2025 from TJ Graumann Re: South Bay Park Management Plan (Council Action-Motion)
2. PUBLIC SAFETY
  - a. Memo dated December 3, 2025 from Chief Maier Re: Probationary Status of Officer Nick Davis (Council Action-Motion)

- b. Memo dated December 8, 2025 from Chief Maier Re: 2026 Squad Car Purchase  
(Council Action-Motion)

3. PUBLIC WORKS

- a. Memo dated December 1, 2025 from Public Works Commission Re: Sylva Lane –  
Dan Miller (Council Action-Motion)

4. PLANNING & ZONING

- a. Approval of Compass Rose Final Plat, Matthew Gallaway, 33106 Industrial Rd and  
Acceptance of Park Dedication (Council Action-Motion)
- b. Approval of Whitetail Estates Final Plat, Matthew Gallaway, County Road 103 and  
Acceptance of Park Dedication (Council Action-Motion)

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

**I. NEW BUSINESS**

**J. OLD BUSINESS**

**K. CITY ATTORNEY REPORT**

**L. ADJOURN**

C. 17.

**ADDITIONAL BILLS FOR APPROVAL**  
December 8, 2025

VENDORS	DEPT	AMOUNT
Aspen Mills, uniform	Police	74.99
Campion Barrow & Associates, fire services testing	Fire	465.00
Chris Pence, consulting fees	PZ	200.00
Crow Wing County, address assignment	Gov't	25.00
Crow Wing County Highway Dept, fuel	ALL	3,592.32
Dakota Business, ink cartridge	Gov't	269.00
Grand Forks Fire Equipment, rae o2 sensor	Fire	676.00
Mastercard, auger kit	Park	114.99
Mastercard, transfer pump	Park	89.99
Northwoods Auto, oil change	PW	130.94
People's Security, alarm monitoring	Park	191.88
Serena Zabin, pbs author visit	Library	476.64
Shannon's Auto Body, replace motor relay	Park	166.62
Shawn Peterson, uniform reimbursement	Park	84.20
The Police & Sheriffs Press, id card	PW	20.00
Tri County Septic, designs and inspections	PZ	1,905.00
Upland Advertising, dog park sign	Park	175.00
Waste Partners, trash removal	ALL	547.90
<b>TOTAL</b>		<b>9,205.47</b>





G.4.a.

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

Receipt Number: \_\_\_\_\_ Permit Number: \_\_\_\_\_

Property Owner(s): Matthew J. Galloway

Mailing Address: 13187 Co Rd. 103 Crosslake, MN 56422

Site Address: 33106 Industrial Rd. Crosslake, MN 56422

Phone Number: 218-838-0795

E-Mail Address: Insulation@crosslake.net

Parcel Number(s): 14320679

Legal Description: Part of the SW Qtr of the SW Qtr

Sec 32 Twp 137 Rge 26 ☐ 27 ☒ 28 ☐

Land Involved: Width: \_\_\_\_\_ Length: \_\_\_\_\_ Acres: \_\_\_\_\_

Lake/River Name: NA

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

If yes, list Parcel Number(s) \_\_\_\_\_

Authorized Agent: Stonemark Land Surveying, Inc.

Agent Address: P.O. Box 874 Pequot Lakes, MN 56472

Agent Phone Number: 218-568-4940

**Subdivision Type**

(Check applicable request)

- ☐ Metes and Bounds-**Record within 90 days of approval**
- ☐ Residential Preliminary Plat
- ☐ Residential Final Plat
- ☐ Commercial Preliminary Plat
- ☐ Commercial Final Plat

**Development**

\_\_\_\_\_ Number of proposed lots

\_\_\_\_\_ Number of proposed outlots

**Access**

\_\_\_\_\_ Public Road

\_\_\_\_\_ Easement

Easement recorded: \_\_\_\_ Yes \_\_\_\_ No

**Septic**

Compliance \_\_\_\_\_

SSTS Design \_\_\_\_\_

Site Suitability \_\_\_\_\_

Signature of Property Owner(s) \_\_\_\_\_ Date \_\_\_\_\_

Signature of Authorized Agent(s) Cynthia M. Hilde Date 11/25/2025

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

**For Office Use:**

Application accepted by \_\_\_\_\_ Date \_\_\_\_\_ Land Use District \_\_\_\_\_ Lake Class \_\_\_\_\_ Park, Rec, Lib \_\_\_\_\_

# COMPASS ROSE

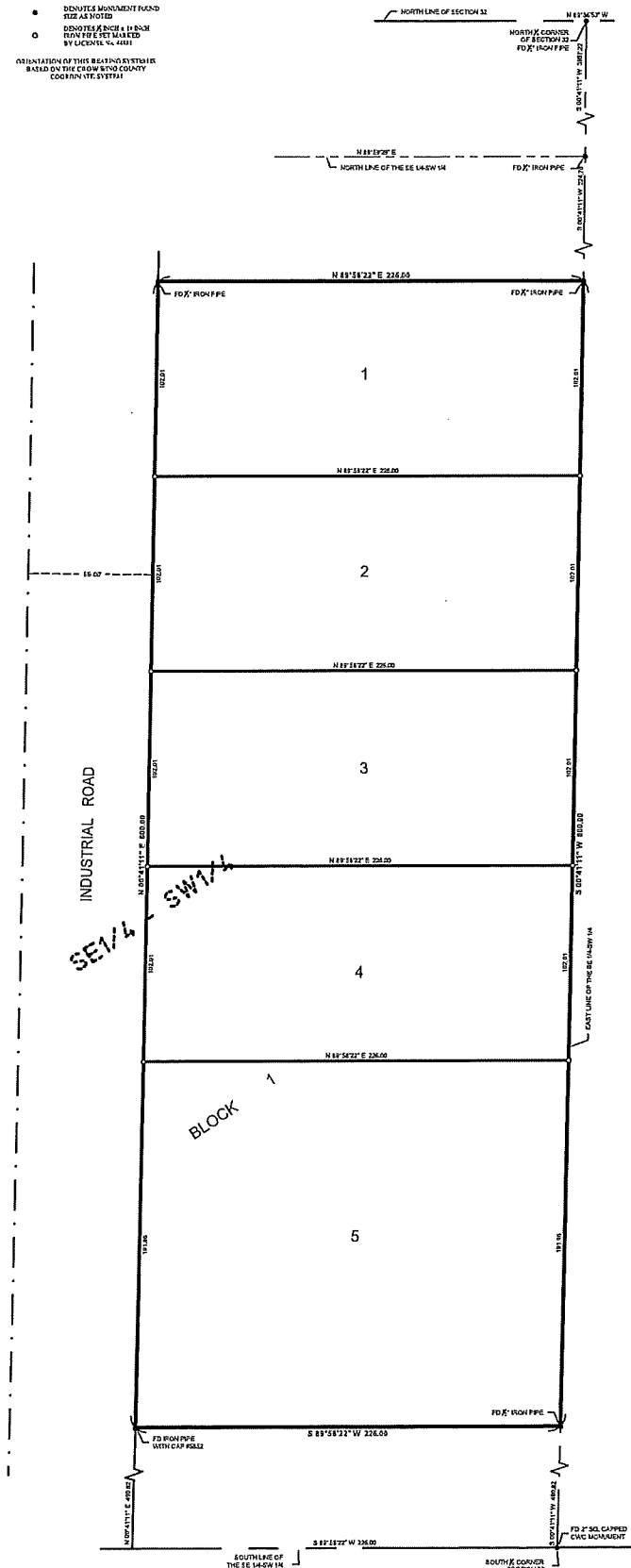
I hereby certify that this instrument was filed for record in the office of the County Recorder in and for Crow Wing County, Minnesota, on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ at \_\_\_\_\_, in Document No. \_\_\_\_\_.

Crow Wing County Recorder

Deputy Recorder

## LEGEND

- DENOTES MONUMENT PLACED AS NOTED
  - DENOTES ANCHOR IN BOR NOT YET SET MARKED BY LICENSE NO. 44111
- ORIENTATION OF THIS BEARING SYSTEM BASED ON THE CROW WING COUNTY COORDINATE SYSTEM



KNOW ALL PERSONS BY THESE PRESENTS: That Matthew J. Galloway, a single person, the owner of the following described property situated in the County of Crow Wing, State of Minnesota, to-wit:

That part of the Southeast Quarter of the Southwest Quarter (SE 1/4 SW 1/4), Section Thirty-two (32), Township One Hundred Thirty-seven (137) North, Range Twenty-seven (27) West, Crow Wing County, Minnesota, described as follows: Commencing at the South Quarter corner of said Section 32; thence South 89 degrees 58 minutes 22 seconds West, 226.00 feet, along the south line of said Southeast Quarter of the Southwest Quarter 216.00 feet; thence North 00 degrees 41 minutes 11 seconds East 490.82 feet to the point of beginning of the tract to be hereinafter described; thence enclosing North 00 degrees 41 minutes 11 seconds East 600.00 feet; thence North 89 degrees 58 minutes 22 seconds East 216.00 feet to the east line of the said Southeast Quarter of the Southwest Quarter; thence South 00 degrees 41 minutes 11 seconds West 600.00 feet to the intersection with a line bearing North 89 degrees 58 minutes 22 seconds East from the point of beginning; thence South 89 degrees 58 minutes 22 seconds West 216.00 feet, more or less, to the point of beginning.

Have caused the same to be surveyed and plotted as COMPASS ROSE and does hereby dedicate to the public for public use the drainage and utility easements as created by this plat.

In witness whereof said Matthew J. Galloway, a single person, has hereunto set his hand this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Matthew J. Galloway

STATE OF MINNESOTA  
COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by Matthew J. Galloway

(Notary Signature)  
NOTARY PUBLIC  
MY COMMISSION EXPIRES \_\_\_\_\_

(Notary Printed)

I, Cynthia M. Hilde, do hereby certify that this plat was prepared by me or under my direct supervision. I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly depicted on this plat; that all measurements depicted on this plat have been or will be correctly set within one year, that all water, boundary and wet lands, as defined in Minnesota Statutes, Section 501.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and that all public ways are shown and labeled on this plat.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Cynthia M. Hilde, Licensed Land Surveyor  
Minnesota License Number 44111

STATE OF MINNESOTA  
COUNTY OF \_\_\_\_\_

This instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by Cynthia M. Hilde, Minnesota Licensed Land Surveyor.

(Notary Signature)  
NOTARY PUBLIC  
MY COMMISSION EXPIRES \_\_\_\_\_

(Notary Printed)

Department of Auditor-Treasurer

Pursuant to Minnesota Statutes, Section 505.031, Subd. 9, taxes payable for the year 20\_\_\_\_ on the land hereinafter described have been paid. Also, pursuant to Minnesota Statutes, Section 271.12, there are no delinquent taxes and transfer entered this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

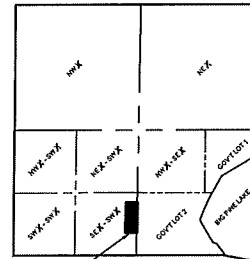
Rory Griffin, Auditor-Treasurer for Crow Wing County, Minnesota

City Council, City of Crookston, Minnesota

This plat of COMPASS ROSE was approved and accepted by the City Council of the City of Crookston, Minnesota at a regular meeting held this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

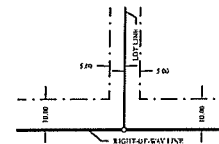
Jackson Parfetter, Mayor

Chr Nilsen, City Clerk

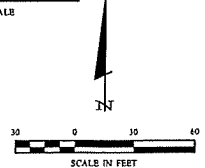


PROJECT SITE  
SEC. 32, TWP 137 N, R 27 W  
VICINITY MAP  
NOT TO SCALE

DRAINAGE AND UTILITY EASEMENTS ARE 100 FEET WIDE AND SHOWN ALL LINES LOT LINES AND 100 FEET IN WIDTH AND SHOWN RIGHT-OF-WAY LINES, UNLESS OTHERWISE NOTED.



DRAINAGE & UTILITY EASEMENT DETAIL  
NO SCALE



30206 Rasmussen Road  
Suite 1  
P.O. Box 874  
Pequet Lake, MN 56472  
218-568-4910  
www.surveymn.com



FINAL PLAT CHECK LIST  
CHAPTER 44, ARTICLE III

Property Owner(s): Matthew Gallaway

Date: 11/24/25

Property Owner(s) \_\_\_\_\_

- ☒ Twelve (12) 11 x 17 final plat and an Electronically submitted PDF
- ☒ Surveyor's computation and closure report for overall boundary, lots and Outlots
- ☒ A section breakdown if there is not one of public record. The Land Service Supervisor or Specialist may waive the requirement of a section breakdown
- ☒ Independent licensed land surveyor final plat check letter for conformity to MN State Statutes and City Ordinances
- ☒ A statement plat monuments are set or financial guarantee if delayed staking is to occur (MN State Statute 505.021 Subd. 10. Survey)
- ☒ Final Stormwater Management Plan
- ☒ Final signed and notarized copy of any covenants (if applicable)
- ☒ All applicable bonds
- ☒ Developer's agreement
- ☒ Current title opinion, abstract of title, certificate of title or title commitment by sub divider's attorney or title company

FINAL PLAT FEES

- | <u>Residential</u>                       | <u>Commercial</u>                       |
|--|---|
| 1. \$800.00 for Final Plat fee           | 1. \$1250.00 for Final Plat fee         |
| 2. \$50.00 per lot                       | 2. \$100.00 per lot                     |
| 3. Sec. 44-402. Required; applicability. | 3. Sec. 44-402. Required; applicability |

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

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

APPROVED FINAL PLAT SUBMISSION REQUIREMENTS

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

Received by [Signature]

Date 11/24/25

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

# ***BRUSTAD LAND SURVEYING, PA***

AMANDA J. BRUSTAD, MNLS 47934

PO BOX 567, BAGLEY, MN 56621 - (218) 694-5280

November 19, 2025

CITY OF CROSSLAKE  
13888 Daggett Bay Rd  
Crosslake, MN 56442

RE: COMPASS ROSE

Attention Planning and Zoning Department,


I have reviewed and checked the proposed final plat of **COMPASS ROSE** in regard to the mathematical correctness and the requirements of the most current: Minnesota Platting Statutes, Chapter 505 and the manual of guidelines for platting in Minnesota, a joint publication by Minnesota Society of Professional Surveyors (MSPS) and Minnesota Association of County Surveyors (MACS).

The plat dedication which includes the legal description, dedication statements, owner's signatures and the other approving signatures conforms to the plat drawing and information provided to form. This independent plat review does not include a title review to confirm the use of the proper plat boundary description or ownership of the subject property being platted.

A field inspection to confirm placement of the required boundary, plat and lot corners has not been performed. Based on these conditions I find the plat to conform to the above statutes, regulations and publications.

I hereby certify that this report was prepared by me or under my supervision and that I am a duly Licensed Land Surveyor under the laws of the state of Minnesota.

Sincerely,



Amanda J. Brustad, BRUSTAD LAND SURVEYING, PA  
Minnesota Licensed Land Surveyor, MNLS 47934





30176 Old Hwy 371, Suite 2  
PO Box 874  
Pequot Lakes, MN 56472

[www.stonemarksurvey.com](http://www.stonemarksurvey.com)

Toll free (888)866-4940  
Office (218)568-4940  
Fax (218)568-5404

November 20th, 2025

**RE: COMPASS ROSE**

City of Crosslake:

Stonemark Land Surveying, Inc. prepared the plat of COMPASS ROSE.

The plat will be staked in accordance with Minnesota Statute Chapter 505.021.

Sincerely,

Stonemark Land Surveying, Inc.

Cynthia M. Hidde  
Professional Land Surveyor  
Minnesota License Number 44881

TO: City Council

FROM: TJ Graumann

DATE: August 27, 2025

SUBJECT: Park Dedication Recommendation – Matthew Gallaway (commercial)

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At its meeting on Wednesday, August 27, the Parks, Recreation, and Library Commission made the following motion regarding Matthew Gallaway's proposed commercial subdivision at 33106 Industrial Rd.

**Motion to accept cash in lieu of land for the proposed subdivision.**

**Albrecht/Porter Favor: All Opposed: None**



G. 4. b.

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

Receipt Number: 2186788 Permit Number: \_\_\_\_\_

Property Owner(s): Matthew J. Gallaway

Mailing Address: 13187 Co. Rd. 103 Crosslake, MN 56442

Site Address: XX County Road 103

Phone Number: 218-838-0795

E-Mail Address: Insulation@crosslake.net

Parcel Number(s): 14320764

Legal Description: NE NW

Sec 32 Twp 137 Rge 26 ☐ 27 ☒ 28 ☐

Land Involved: Width: \_\_\_\_\_ Length: \_\_\_\_\_ Acres: 27.8

Lake/River Name: NA

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

If yes, list Parcel Number(s) 14320695

Authorized Agent: Stonemark Land Surveying, Inc.

Agent Address: P.O. Box 874 Pequot Lakes, MN 56472

Agent Phone Number: 218-568-4940

<p style="text-align: center;"><b>Subdivision Type</b></p> <p>(Check applicable request)</p> <p><input type="checkbox"/> Metes and Bounds-<b>Record within 90 days of approval</b></p> <p><input type="checkbox"/> Residential Preliminary Plat</p> <p><input type="checkbox"/> Residential Final Plat</p> <p><input type="checkbox"/> Commercial Preliminary Plat</p> <p><input type="checkbox"/> Commercial Final Plat</p>
--

<p style="text-align: center;"><b>Development</b></p> <p>_____ Number of proposed lots</p> <p>_____ Number of proposed outlots</p>
--

<p style="text-align: center;"><b>Access</b></p> <p>_____ Public Road</p> <p>_____ Easement</p> <p>Easement recorded: <input type="checkbox"/> Yes <input type="checkbox"/> No</p>
--

<p style="text-align: center;"><b>Septic</b></p> <p>Compliance _____</p> <p>SSTS Design _____</p> <p>Site Suitability _____</p>
---

Signature of Property Owner(s) \_\_\_\_\_ Date \_\_\_\_\_

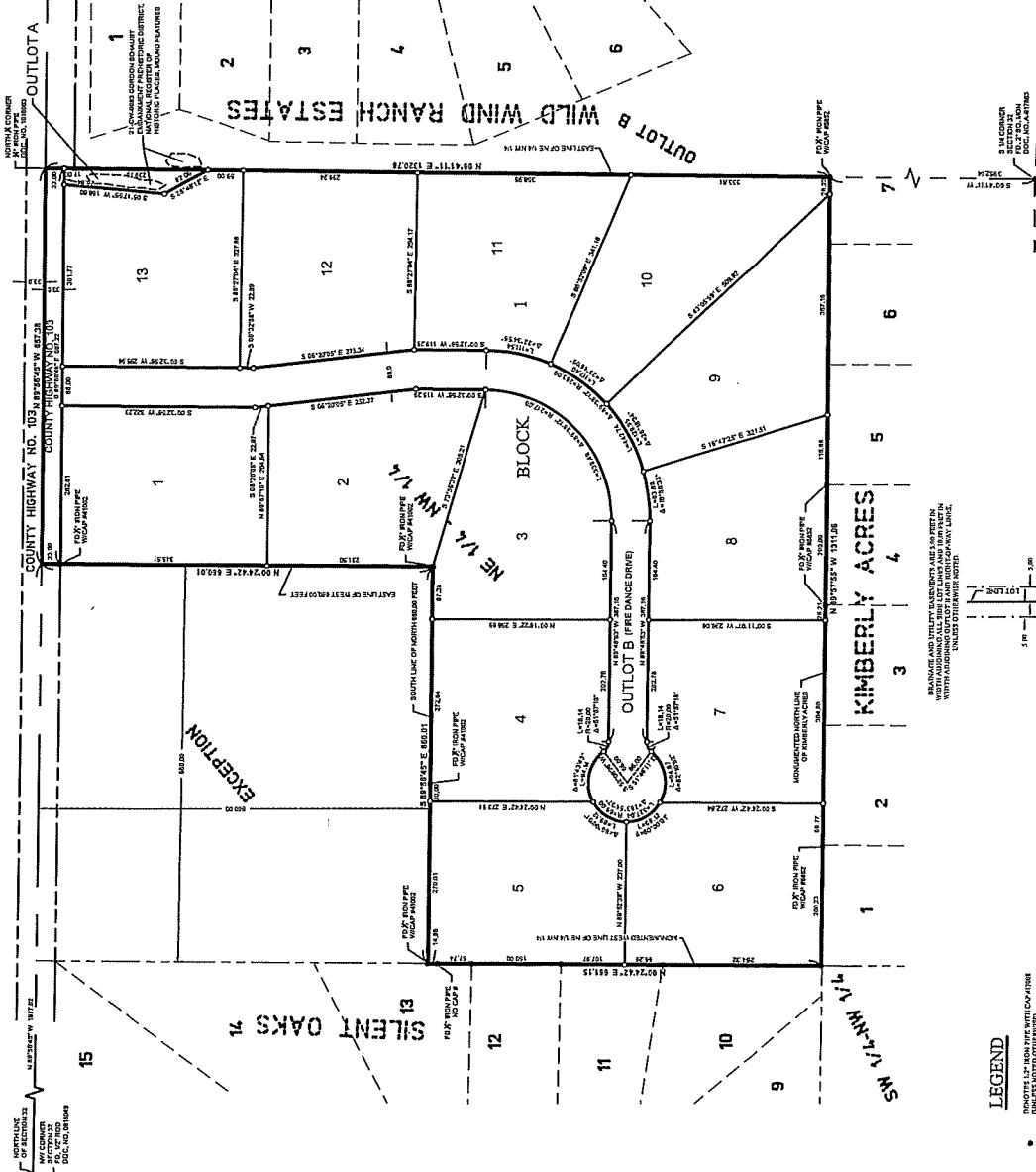
Signature of Authorized Agent(s) Cynthia M. Hilde Date 11/25/2025

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

**For Office Use:**

Application accepted by \_\_\_\_\_ Date \_\_\_\_\_ Land Use District \_\_\_\_\_ Lake Class \_\_\_\_\_ Park, Rec, Lib \_\_\_\_\_

# WHITETAIL ESTATES



I hereby certify that this document was filed for record in the office of the County Auditor of Crow Wing County, Minnesota, on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Crow Wing County Recorder Deputy Recorder

KNOW ALL PERSONS BY THESE PRESENTS: That Matthew J. Callaway a single person, the owner of the following described property situated in the County of Crow Wing, State of Minnesota, to-wit:

The Northeast Quarter of the Northeast Quarter of Section 23, Township 137 North, Range 27 West, Crow Wing County, Minnesota.

The north 440.00 feet of the west 440.00 feet thereof.

Subject to easements, restrictions, and reservations of record.

Have caused the same to be surveyed and plotted as a WHITETAIL ESTATES and does hereby dedicate to the public for public use the drainage and utility easements as created by this plat.

In witness whereof, said Matthew J. Callaway, a single person, has hereunto set his hand this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Signature: Matthew J. Callaway

Matthew J. Callaway

STATE OF MINNESOTA

COUNTY OF \_\_\_\_\_

This foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by Matthew J. Callaway, Owner

(Notary Signature)

NOTARY PUBLIC

MY COMMISSION EXPIRES \_\_\_\_\_

1. Cynthia M. Hilde, do hereby certify that this plat was prepared by a licensed and duly qualified surveyor in the State of Minnesota, and that it is a correct representation of the land surveyed; that all measurements and boundaries shown on this plat, including the plat of the plat, are in accordance with the laws of the State of Minnesota, and that the plat is a true and correct copy of the original as filed in the office of the County Auditor of Crow Wing County, Minnesota.

This plat is for public use and shall be a part of the public record.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Cynthia M. Hilde, Licensed Land Surveyor

Minnesota License Number 49881

COUNTY OF \_\_\_\_\_

This instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by Cynthia M. Hilde, Minnesota Licensed Land Surveyor.

(Notary Signature)

NOTARY PUBLIC

MY COMMISSION EXPIRES \_\_\_\_\_

Department of Agriculture

Present to Minnesota Statutes, Section 565.021, Subd. 9, taxes payable for the year 20\_\_\_\_ on the land heretofore described have been paid. Also, pursuant to Minnesota Statutes, Section 565.021, Subd. 9, taxes payable for the year 20\_\_\_\_ on the land heretofore described have been paid.

This plat of WHITETAIL ESTATES was approved and accepted by the City Council of the City of Crookston, Minnesota at a regular meeting held this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, and said plat is in compliance with the provisions of Minnesota Statutes, Section 565.021, Subd. 2.

CITY OF CROOKSTON, Minnesota

City Council, City of Crookston, Minnesota

This plat of WHITETAIL ESTATES was approved and accepted by the City Council of the City of Crookston, Minnesota at a regular meeting held this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, and said plat is in compliance with the provisions of Minnesota Statutes, Section 565.021, Subd. 2.

CITY OF CROOKSTON, Minnesota

City Council, City of Crookston, Minnesota

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City Council, City of Crookston, Minnesota



FINAL PLAT CHECK LIST  
CHAPTER 44, ARTICLE III

Property Owner(s): Matthew Gallaway

Date: 11/24/25

Property Owner(s) \_\_\_\_\_

- ☒ Twelve (12) 11 x 17 final plat and an Electronically submitted PDF
- ☒ Surveyor's computation and closure report for overall boundary, lots and Outlots
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- ☒ Independent licensed land surveyor final plat check letter for conformity to MN State Statutes and City Ordinances
- ☒ A statement plat monuments are set or financial guarantee if delayed staking is to occur (MN State Statute 505.021 Subd. 10. Survey)
- ☒ Final Stormwater Management Plan
- ☒ Final signed and notarized copy of any covenants (if applicable)
- ☒ All applicable bonds
- ☒ Developer's agreement
- ☒ Current title opinion, abstract of title, certificate of title or title commitment by sub divider's attorney or title company

FINAL PLAT FEES

Residential

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

Commercial

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

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

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

APPROVED FINAL PLAT SUBMISSION REQUIREMENTS

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

Received by \_\_\_\_\_

Date 11/24/25

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



TO: City Council

FROM: TJ Graumann

DATE: August 27, 2025

SUBJECT: Park Dedication Recommendation – Matthew Gallaway (residential)

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At its meeting on Wednesday, August 27, the Parks, Recreation, and Library Commission made the following motion regarding Matthew Gallaway's proposed residential subdivision off of County Rd 103.

**Motion to accept cash in lieu of land for the proposed subdivision.**

**Schrupp/Albrecht Favor: All Opposed: None**