

**AGENDA  
REGULAR COUNCIL MEETING  
CITY OF CROSSLAKE  
MONDAY, MARCH 9, 2026  
6:00 P.M. – CITY HALL**

**A. CALL TO ORDER**

1. Pledge of Allegiance
2. Approval of Additions to the Agenda (**Council Action-Motion**)

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

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

1. Regular Council Meeting Minutes of February 9, 2026
2. Fire Department Report – February 2026
3. Planning and Zoning Meeting Minutes of January 23, 2026
4. Public Works Meeting Minutes of February 2, 2026
5. Park, Recreation, and Library Commission Meeting Minutes of January 28, 2026
6. Crosslake EDA Meeting Minutes of December 3, 2025
7. Waste Partners Recycling Report for January 2026
8. Heroes Helping Heroes Charitable Contribution Report for 2025
9. Merrifield Marathons Inc. Charitable Contribution Report for 2025
10. Application for Group Transient Merchant Permit from The National Loon Center
11. Application for Group Transient Merchant Permit from Chamber of Commerce
12. LG220 Application for Exempt Permit from Northern Lakes Red Line Club for Raffle
13. Bills for Approval

**D. COMMUNITY ORGANIZATIONS**

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

1. Resolution Accepting Donations (**Council Action-Motion**)
2. Memo dated February 27, 2026 from Mayor Re: Commission Appointments (**Council Action-Motion**)
3. Review Red-Line Version of Proposed Changes to Comprehensive Plan (**Council Action-Motion**)

**F. CITY ADMINISTRATOR’S REPORT**

1. Jason Murray, David Drown Associates, Inc. – Funding of Street Reconstruction Plan
  - a. Letter dated February 19, 2026 from Jason Murray Re: Street Reconstruction Plan/Reimbursement Resolution
  - b. Letter dated February 26, 2026 from Jason Murray Re: General Obligation Improvement Bonds, 2026A

- c. Resolution Calling a Public Hearing on the Proposal to Adopt a Street Reconstruction Plan and the Intent to Issue General Obligation Street Reconstruction Bonds (Council Action-Motion)
- d. Resolution Providing for the Competitive Negotiated Sale of \$1,260,000 General Obligation Improvement Bonds, Series 2026A (Council Action-Motion)
- e. Resolution Establishing Procedures Relating to Compliance with Reimbursement Bond Regulations Under the Internal Revenue Code (Council Action-Motion)
- 2. Memo dated February 19, 2026 from Lori Conway Re: Amend Budget Code (Council Action-Motion)
- 3. Memo dated March 9, 2026 from Lori Conway Re: Personnel (Council Action-Motion)
- 4. Memo dated February 26, 2026 from Char Nelson Re: Approval of Cannabis Business Registration Application (Council Action-Motion)

## **G. COMMISSION REPORTS**

- 1. PUBLIC SAFETY
  - a. Memo dated February 18, 2026 Re: 2026-2027 Fire Service Contracts (Council Action-Motion)
- 2. PUBLIC WORKS/SEWER/CEMETERY
  - a. Resolution Approving County Project Within Municipal Corporate Limits (Council Action-Motion)
    - 1. Memo dated March 2, 2026 from Public Works Commission Re: CSAH 66 County Bridge Rehabilitation Project
- 3. PLANNING AND ZONING
  - a. Request for Council Action Re: Land Use Map Amendment (Council Action-Motion)
- 4. PARK & RECREATION/LIBRARY
  - a. Memo dated February 27, 2026 from TJ Graumann Re: Lot Split, Park Dedication Recommendation (Council Action-Motion)
  - b. Request for Council Action dated February 27, 2026 Re: Robert Street Access (Council Action-Motion)
  - c. Request for Council Action dated February 25, 2026 Re: Cold Storage Building (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. At the discretion of the mayor, each speaker is given a three-minute time limit.

## **I. CITY ATTORNEY REPORT**

## **J. NEW BUSINESS**

## **K. OLD BUSINESS**

## **L. ADJOURN**

C.I.

**REGULAR COUNCIL MEETING  
CITY OF CROSSLAKE  
MONDAY, FEBRUARY 9, 2026  
6:00 P.M. – CITY HALL**

The Council for the City of Crosslake held a Regular Council Meeting on February 9, 2026. The following Council Members were present: Mayor Jackson Purfeerst, Sandy Farder, Jayme Knapp, Bob Heales, and Robin Sylvester. Also present were City Administrator Lori Conway, Public Works Director Pat Wehner, Park and Recreation Director TJ Graumann, Planning and Zoning Director Jody Grund, Fire Chief Chip Lohmiller, Police Chief Jake Maier, and City Engineer Phil Martin. City Attorney Jordan Soderlind attended via Zoom. There were approximately twenty-five audience members in City Hall and on Zoom.

**A. CALL TO ORDER** – Mayor Purfeerst called the Regular Council Meeting to order at 6:00 P.M. The Pledge of Allegiance was recited. MOTION 02R-01-26 WAS MADE BY SANDY FARDER AND SECONDED BY ROBIN SYLVESTER TO APPROVE THE ADDITIONS TO THE AGENDA. MOTION CARRIED WITH ALL AYES.

**B. PUBLIC FORUM –**

1. MN State Representative Ben Davis reported that he has been working to prevent fraud at the State level since being elected in 2022 and thanked Mayor Purfeerst for his recent actions, along with hundreds of other mayors, in bringing this problem that affects all Minnesotans to the forefront of the news.
2. Jonathan Grothe thanked the Mayor for his efforts to fight fraud at the State level and the Council for their support as well.
3. Cindy Myogeto of the Chamber thanked TJ Graumann for the kickoff of the Winterfest at the Community Center on Friday night with bonfires and sledding and she thanked Pat Wehner for the additional lighting at the sledding hill.
4. Aaron Herzog of 14083 Tall Timbers Trail asked the Council to consider putting a plaque on City Hall with the date it was built and who was involved with the project.
5. Ann Schwarz of Edgewater Lane addressed the Council and stated that she was not happy that the municipal sewer has not expanded as promised by previous Council's and the cost to run the plant is burdened by the few people who are on it. Ms. Schwarz was not happy with the cost of a Short-Term Rental License and the requirement to install a water meter. Ms. Schwarz stated that the residents who do the right thing are treated unfairly.

**C. CONSENT CALENDAR – MOTION 02R-02-26 WAS MADE BY BOB HEALES AND SECONDED BY JAYME KNAPP TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR:**

1. Regular Council Meeting Minutes of January 12, 2026
2. Agreement for Professional Services in Conjunction with Brainerd Lakes Area Vulnerable Users Plan with Bolton & Menk
3. Police Reports for Crosslake, Mission Township and City of Manhattan Beach – January 2026
4. Fire Department Report – January 2026
5. Planning and Zoning Meeting Minutes of December 19, 2025

6. Public Works Meeting Minutes of January 8, 2026
  7. Park, Recreation, and Library Commission Meeting Minutes of November 19, 2025
  8. Letter dated February 2, 2026 from Tim Bray Re: Annual Bridge Inspection
  9. Waste Partners Recycling Report for December 2025
  10. Crosslake-Fifty Lakes American Legion Post 500 Charitable Contribution Report for 2025
  11. Crosslake Ideal Lions Club Contribution Report for 2025
  12. Resolution No. 26-04 and LG230 Application to Conduct Off-Site Gambling from Confidence Learning Center
  13. Bills for Approval in the Amount of \$389,994.95
  14. January 2026 Budget Revenues
  15. January 2026 Expenditures
  16. January 2026 Balance Sheet
  17. Northern Lakes Youth Hockey Assoc Contribution Report to March 31, 2025
  18. Additional Bills for Approval in the Amount of \$38,377.40
- MOTION CARRIED WITH ALL AYES.

**D. COMMUNITY ORGANIZATIONS**

1. *Removed*

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

1. MOTION 02R-03-26 WAS MADE BY ROBIN SYLVESTER AND SECONDED BY JAYME KNAPP TO APPROVE RESOLUTION NO. 26-05 ACCEPTING DONATIONS FROM ROBERT HEALES IN THE AMOUNT OF \$1,000.00 FOR POLICE DEPARTMENT PUBLIC SAFETY EQUIPMENT, FROM CROSSLAKE-IDEAL LIONS IN THE AMOUNT OF \$15,000 FOR POLICE DEPARTMENT EXERCISE ROOM, FROM CROSSLAKE FIREFIGHTERS' RELIEF ASSOCIATION IN THE AMOUNT OF \$1,778.87 FOR RESCUE EQUIPMENT FROM JEFFERSON FIRE & SAFETY, FROM SOURCEWELL IN THE AMOUNT OF \$3,250.00 FOR PLANNING & ZONING TRAINING, FROM SOURCEWELL IN THE AMOUNT OF \$1,500.00 FOR OPEN MEETING LAW TRAINING, AND FROM INITIATIVE FOUNDATION IN THE AMOUNT OF \$4,000.00 FOR DISASTER PREPAREDNESS & RECOVERY TRAINING. MOTION CARRIED WITH ALL AYES.
2. Mayor Purfeerst thanked Council and staff for their support and stated that despite rumors that he was looking to run for a higher office, he is happy as Mayor of Crosslake and intends to stay.

**F. CITY ADMINISTRATOR'S REPORT**

1. MOTION 02R-04-26 WAS MADE BY SANDY FARDER AND SECONDED BY JAYME KNAPP TO PLACE EXCESS TIF FUNDS IN THE AMOUNT OF \$7,281.94 IN THE ROAD RESERVE FUND. MOTION CARRIED WITH ALL AYES.
2. MOTION 02R-05-26 WAS MADE BY ROBIN SYLVESTER AND SECONDED BY BOB HEALES TO NOT WAIVE THE MONETARY LIMITS ON MUNICIPAL TORT

LIABILITY ESTABLISHED BY MINNESOTA STATE STATUTE 466.04. MOTION CARRIED WITH ALL AYES.

**G. COMMISSION REPORTS**

**1. PUBLIC WORKS/SEWER/CEMETERY**

- a. MOTION 02R-06-26 WAS MADE BY SANDY FARDER AND SECONDED BY BOB HEALES TO APPROVE THE CONSTRUCTION COST SHARE AGREEMENT WITH CROW WING COUNTY (CP 18-200-140 & CP 18-300-48) FOR THE BITUMINOUS SEAL COAT OF ROADWAYS INCLUDED IN THE 2026 ROAD IMPROVEMENT PROJECTS. MOTION CARRIED WITH ALL AYES.
- b. The Council reviewed estimates for a sidewalk extension on the east side of County Road 66 from Bald Eagle Trail to Marine Max from Bolton & Menk. Option 1 – Place 6-ft wide concrete sidewalk behind the existing concrete curb along the east side of CSAH 66 from Bald Eagle Trail to the Marine Max property near the docks at an estimated cost of \$410,000. If the concrete sidewalk is replaced with a 10-ft wide bituminous trail, the estimated cost is \$275,000. Option 2 – Remove east side parking lane, remove curb, install new curb with small grass boulevard to 6-ft wide concrete trail along east side of CSAH 66 from Bald Eagle Trail to the Marine Max property near the docks at an estimated cost of \$552,000. If the concrete sidewalk is replaced with a 10-ft wide bituminous trail, the estimated cost is \$415,000. Option 3 – Install crosswalk across CSAH 66 at Edgewater Drive with flasher system and construct appropriate ADA pedestrian ramp at an estimated cost of \$50,000. Jonathan Grothe stated that the Crosslakers were in favor of Option 2 with a concrete sidewalk so that it matched the existing sidewalk on the east side of CSAH 66 from the school to Bald Eagle Trail. Austin Nelson of 36378 County Road 66 stated that he is in favor of Option 2 and has been talking to other business owners about helping share the cost of the project. A lengthy discussion ensued regarding the estimated costs and the amount of time the Council had to decide. MOTION 02R-07-26 WAS MADE BY JACKSON PURFEERST AND SECONDED BY SANDY FARDER TO TABLE DISCUSSION FOR TWO MONTHS SO THAT MR. NELSON COULD CONTINUE TALKING WITH BUSINESS OWNERS AND BRING MORE INFORMATION TO THE COUNCIL. MOTION CARRIED WITH ALL AYES.
- c. MOTION 02R-08-26 WAS MADE BY SANDY FARDER AND SECONDED BY JAYME KNAPP TO ADVERTISE FOR BIDS FOR SUNRISE BLVD IMPROVEMENTS IMMEDIATELY AFTER THE COUNTY OPENS THEIR BIDS ON 2/18/26. MOTION CARRIED WITH ALL AYES.
- d. MOTION 02R-09-26 WAS MADE BY SANDY FARDER AND SECONDED BY JAYME KNAPP TO APPROVE THE CONCEPT OF THE 5-YEAR ROAD PLAN. MOTION CARRIED WITH ALL AYES.

**2. PLANNING & ZONING**

- a. MOTION 02R-10-26 WAS MADE BY BOB HEALES AND SECONDED BY JAYME KNAPP TO APPROVE ORDINANCE NO. 411 NAMING AN UNNAMED ROAD AS FIRE DANCE DRIVE AND ADDING THE ROAD NAME TO THE MASTER ROAD NAME INDEX. MOTION CARRIED WITH ALL AYES.

MOTION 02R-11-26 WAS MADE BY SANDY FARDER AND SECONDED BY ROBIN SYLVESTER TO PUBLISH A SUMMARY OF ORDINANCE NO. 411 IN THE OFFICIAL NEWSPAPER. MOTION CARRIED WITH ALL AYES.

**3. PARK & RECREATION/LIBRARY**

- a. Included in the packet for information was a memo dated February 9, 2026 from TJ Graumann Re: County Road 103 Shared-Use Trail.
- b. TJ Graumann provided updates on each trail project.
- c. TJ Graumann reported that the County is conducting a timber sale that includes ½ acre north of the Community Center ski trails but has no effect on the park.

**4. PUBLIC SAFETY**

- a. Jake Maier reported that he and Jen LeBlanc have been working with the BCA on the CJIS Audit and just found out that the server needed to be upgraded as part of the audit. MOTION 02R-12-26 WAS MADE JACKSON PURFEERST AND SECONDED BY BOB HEALES TO APPROVE THE PROPOSAL FROM XTONA TO UPGRADE THE POLICE DEPARTMENT SERVER WITH REQUIRED SAFETY FEATURES. MOTION CARRIED WITH ALL AYES.

**H. PUBLIC FORUM** – None.

**I. CITY ATTORNEY REPORT** – None

**J. NEW BUSINESS** – Lori Conway reminded the Council that the auditors would be here the week of February 23 for two days.

**K. OLD BUSINESS** – None.

**L. ADJOURN** – There being no further business at 6:56 P.M., MOTION 02R-13-26 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



# Crosslake Fire Department

Date: February 2026

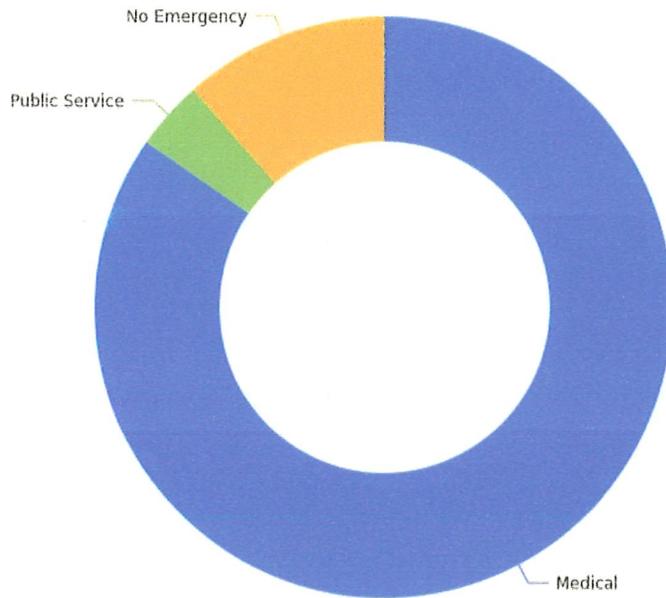
C. 2.

## Incidents

Description of Incident	Incidents	
	Calls	YTD
<b>MEDICAL</b>		
Breathing Problems	1	8
Cardiac Arrest	1	1
Chest Pain	5	6
Convulsions / Seizures	1	1
Heart Problems	1	3
Unconscious Victim	1	6
Unknown Illness	3	4
Trauma - Fall	8	15
Sick Case - Illness		2
Stroke / CVA		1
Medical Alarm	1	2
Airmedical Transport - Aircare		2
<b>Total:</b>	<b>22</b>	<b>51</b>
<b>FIRE</b>		
Fire - Structure Fire - Structural Involvement		1
Fire - Structure Fire - Structural Involvement - Mutual Aid		1
<b>Total:</b>	<b>0</b>	<b>2</b>
<b>HAZARDOUS SITUATION</b>		
Hazardous Materials - Gas Leak/Gas Odor		2
<b>Total:</b>	<b>0</b>	<b>2</b>
<b>PUBLIC SERVICE</b>		
Citizen Assist - Lift Assist	1	4
Alarms (Non Medical) Fire / Smoke Alarm		1
<b>Total:</b>	<b>1</b>	<b>5</b>
<b>NO EMERGENCY</b>		
False Alarm - Malfunctioning Alarm	1	2
False Alarm - Accidental Alarm	1	1
No Emergency - Cancelled	1	4
<b>Total:</b>	<b>3</b>	<b>7</b>
<b>LAW ENFORCEMENT SUPPORT</b>		
Law Enforcement Support - Drone Team		3
<b>Total:</b>	<b>0</b>	<b>3</b>
<b>SEVERE WEATHER - NATURAL DISASTER</b>		
<b>Total:</b>	<b>0</b>	<b>0</b>
<b>Total Incidents:</b>	<b>26</b>	<b>70</b>



**FDR-IR: Incident Count by Primary Incident Type**



PRIMARY INCIDENT GROUP / PRIMARY INCIDENT TYPE	COUNT	PERCENT OF TOTAL
<b>Medical</b>	<b>22</b>	<b>84.62%</b>
Medical - Illness - Breathing Problems	1	3.85%
Medical - Illness - Cardiac Arrest	1	3.85%
Medical - Illness - Chest Pain (Non-Trauma)	5	19.23%
Medical - Illness - Convulsions / Seizures	1	3.85%
Medical - Illness - Heart Problems	1	3.85%
Medical - Illness - Unconscious Victim	1	3.85%

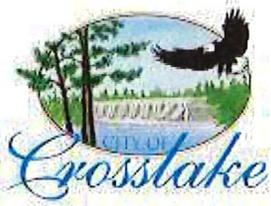
# FDR-IR: Incident Count by Primary Incident Type

Crosslake Fire Department  
 Address: 37028 Co Rd 66, Crosslake, MN, 56442



PRIMARY INCIDENT GROUP / PRIMARY INCIDENT TYPE	COUNT	PERCENT OF TOTAL
Medical - Illness - Unknown Problem	3	11.54%
Medical - Injury / Trauma - Fall	8	30.77%
Medical - Other - Medical Alarm	1	3.85%
<b>Public Service</b>	<b>1</b>	<b>3.85%</b>
Public Service - Citizen Assist - Lift Assist	1	3.85%
<b>No Emergency</b>	<b>3</b>	<b>11.54%</b>
No Emergency - False Alarm - Malfunctioning Alarm	1	3.85%
No Emergency - False Alarm - Accidental Alarm	1	3.85%
No Emergency - Cancelled	1	3.85%
<b>Total</b>	<b>26</b>	<b>100.00%</b>

C.3.



STATED MINUTES

City of Crosslake  
Planning Commission/Board of Adjustment

January 23, 2026  
9:00 A.M.

Crosslake City Hall  
13888 Daggett Bay Road  
Crosslake, MN 56442

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

Absent: Kristin Graham and Jeremy Johnson

Staff: Jody Grund, Planning & Zoning Administrator and Cheryl Stuckmayer, Planner-Zoning Coordinator

2. 12-19-2025 Minutes & Findings – **Motion by Hanning; supported by McGrath to approve the minutes & findings 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 variations hold no precedents. Commissioners may table the request if needed and an applicant can withdraw their request. If the variance(s) is/are approved, all existing nonconformities will be eliminated and will hereafter be required to follow the variance decision. If a variance is denied the applicant can rebuild the nonconformity as is per the Crosslake Ordinance.

3.1 None

4. New Business

4.1 Daniel McGraw - Variance for dirt moving in the bluff/bluff impact zone and setbacks to the lake, & bluff impact zone

4.2 Loren & Brenda Isensee – Variance for lake setbacks

January 23, 2026 Planning Commission/Board Of Adjustment Meeting

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

**Daniel J McGraw  
14070508**

Fuhs announced the variance request. Grund read the variance request, project details, shoreland district, existing & proposed impervious percentages, stormwater management submitted, septic design dated 9-4-2025 submitted, notices sent out per city ordinance and Minnesota State Statue 462 requirements with one comment-which was read out loud, and the history of the parcel into the record. Fuhs invited Schultz, the applicant/owner's builder to the podium. Schultz of Pequot Lakes, builder-property does not conform which causes a hardship, wants a garage, site plan conforms with the property, not asking for any closer to the lake, not asking for a road right-of-way (ROW) setback; Fuhs-how long have they owned the property; Schultz-owned it approximately 10 years; Fuhs-the structure was built approximately 1990, septic design submitted, asked for design clarification; Grund-explained the soil document in the septic design; Fuhs-the soil on the bluff which could be different from the septic design; Grund-most likely it would be mostly sand; O'Leary-explain the bluff impact; Schultz-french drain is needed to capture the runoff from the lake side of the structure & the proposed garage; O'Leary-roof structure type is causing the need; the stormwater management plan (SWMP) was discussed by all; Wehner, Public Works Director-if proposed additions are moved back toward the road, 15' from the ROW would be ok; stated there is no building envelop as mentioned by Schultz multiple times, but they are requesting more structure footprint, built when bluff was not as predominate, many bluff risks in this ask, consider changes but protect the lake, french drain is part of SWMP-what is the design and volume retention; Fuhs-proposed is in the bluff and bluff impact, can't change the existing structure being there, options are available to move the proposal back from bluff, proposed will impact/increase the runoff; Hanning-the garage request is bigger than the existing house, might help to move it to the other side; McGrath-proposed is a large ask, DNR had comments, redesign is an option; O'Leary-knows owners have dreams and have worked with professionals but, DRT meeting comments; Staff-at the DRT it was said that it would be better to get it off of the bluff, but it is your ask; Fuhs-don't fault you for asking, redesign would be better, just no closer to the lake is not sufficient, should be out of the bluff. 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 Grund to initiate the findings of fact procedure with the board members deliberating and responding to each question.

**January 23, 2026 Action:**

**Motion by O'Leary; supported by Hanning to deny the variance for:**

- Bluff encroachment of 11.7 feet (ft) where none is allowed for proposed dwelling additions
- Bluff impact zone setback of 0 ft where 30 ft is required to proposed dwelling additions
- Bluff impact zone setback of 0 ft where 30 ft is required for the proposed septic system
- Lake setback of 70 ft where 75 ft is required to proposed dwelling additions
- Dirt moving in the bluff & bluff impact zone, where Chapter 26 states dirt moving in a bluff impact zone is prohibited, except for the placement of stairways, lifts, or landings permitted under Section 26-313, for a proposed dwelling

**To construct:**

- 388 square foot porch in the bluff & bluff impact zone with 13 square feet to be in the bluff
- 55.7 approximate square foot covered entry in the bluff impact zone

January 23, 2026 Planning Commission/Board Of Adjustment Meeting

- 1136 square foot garage and second story living in the bluff & bluff impact zone with 261 square feet to be in the bluff
- Septic system proposed to be in the bluff impact zone

Per the findings of fact as discussed, the on-site conducted on 1-22-2026, the input from the DNR to maintain the bluff integrity, and as shown on the certificate of survey received at the Planning & Zoning office dated 11-13-2025 for property located at 12525 Anchor Point Rd, City of Crosslake

**Findings: See attached/packet**

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

**Note: Knippel did not participate as a commissioner on this application**

**Loren L & Brenda M Isensee  
14180570**

Fuhs announced the variance request. Grund read the variance request, project details, shoreland district, existing & proposed impervious percentages, stormwater management submitted, septic compliance dated 10-29-2024 is on file, notices sent out per city ordinance and Minnesota State Statue 462 requirements with 5 comments received, and history of the parcel into the record. Fuhs invited Isensee, the applicant/owner to the podium. Isensee, 11906 Harbor Lane-after the first approved variance the structure was looked at more thoroughly, current structure details as to why the new request; O'Leary-looking at the proposal it could be moved back, how much would be gained by moving it back; Fuhs-move back and turn could bring it back from the lake; O'Leary-how much would actually be gained; Fuhs-the bulk of the new ask is in the building envelope; Discussion on: SWMP, use underground material to direct gutter downspouts to water retention areas, redesign of the proposal, location; O'Leary-do we want surety bond for SWMP; Grund-permit and checkup could lead to fines if not done; Fuhs-can the existing septic meet your bedroom requirements; Grund-at the time of the permit submittal the septic will need to meet the requirements; Fuhs-how to look at septic with the plan; Grund-look at what is being proposed with the permit request, the septic will need to meet the permit proposals; O'Leary-not necessary to look at the septic now, just the items being asked for on the variance. 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 Grund to initiate the findings of fact procedure with the board members deliberating and responding to each question.

**January 23, 2026 Action:**

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

- Lake setback of 46 feet where 75 feet is required to proposed dwelling structures

**To construct:**

- 28' x 50' dwelling where approximately ½ of the square footage is within the SIZ2 setback
- 14' x 32' deck where approximately ¾ of the square footage is within the SIZ2 setback
- 6' x 18' covered deck that appears to meet setbacks

Per the findings of fact as discussed, the on-site conducted on 1-22-2026 and as shown on the certificate of survey received at the Planning & Zoning office with a revised date of 10-28-2025 for property located at 11906 Harbor 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 1-23-2028**

1. Permit will only be approved according to the entire use of the variance approved on 2-28-2025 or the 1-23-2026 approved variance. Project cannot combine approved variances at any time.

**Findings: See attached/packet**

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

**Other Business:**

Staff report

Development Review Team (DRT) had 1 January monthly meeting

Permits – nothing significant to report (NSTR); 2025 - 261 permits and 58 septic permits

Fuhs – February meeting will consist of motions for the rules of business and election of officers.

Nominations and voting are made by sitting voting members at the time of and at the February meeting. Grund put together a handout (see attached). Discussion on nominations, voting, and whether or not an alternate is considered to be included as a quorum during discussions at the on-site or out in the public, are alternate considered when looking at the open meeting law. Nelson, City Clerk-alternates are all treated the same in all of the Crosslake committees, not an actual voting member until they are needed to sit in; board member is not a member unless he/she is seated. Does alternates make a quorum, just need to be cautious when communicating on board business. Fuhs-any and all nominations and vote will be at the February meeting, nominations by a motion and seconded then a vote; discussion on how to hold the election of officers at the February meeting; Nelson-research past practice; Fuhs-alternates to sit with public unless they are needed to participate as a voting member. Discussed term lengths, city council appointments, if someone leaves during their term the mayor appoints a replacement, and total number of P&Z commissioner allowed. McGrath & Fuhs both stated that they would like to maintain their positions.

O’Leary-Sundance Ridge council input; Knapp-no meeting for input yet; Fuhs-looking for council input by some means, asked Knapp to get input from his fellow council, Knapp will be asked to give a comment at the Sundance February meeting.

Next Month:

February 9 – Public Hearing Application deadline

February 9 – City Council Meeting

February 17 & 24 – Development Review Team (DRT)

February 26 – On-site visit

February 27 – PC/BOA Meeting

**Open Forum:**

1. McCormick-planner and land surveyor in this area for 31 years, clients are interested in Common Interest Communities (CIC), history of CIC in Crosslake, CIC in relation to the ordinance, completed DRT and met with staff, brought ideas to the table, invite the commissioners input, will talk to city council for a Plan Unit Development for residential areas only and not riparian, would like to be able to hookup to community sewer but not available, explained density allowed, use of community amenities, not looking to be as aggressive as Breezy Point or Pequot Lakes, in Crosslake we do not want that high density and not looking for that, need public input and thought, emails will be sent out as this concept evolves, private roadways with no impact to the city for additional maintenance, no VRBO, not rental property, medium to high income homes, lower maintenance needs, less impact to community; Fuhs-option to ask RR5 to RR2 and a variance, could possibly not require an ordinance change; Grund-change of ordinance could help other developers use this type of use; McCormick-lot of changes done in 2014 to be like the county ordinance, density is difficult in some residential districts, Breezy point is open to

January 23, 2026 Planning Commission/Board Of Adjustment Meeting

higher density but not necessarily wanted in Crosslake, Breezy clusters are on the city sewer, not ready to present location of this proposal, not looking to tailor to a specific developer but to benefit many, as far as security bonds-you could do an "as built" survey to prove things are working; O'Leary-what about a certificate of occupancy; McCormick-not sure on that.

**Matters not on the Agenda:**

1. There were no matters not on the agenda

**Motion by O'Leary; supported by McGrath to adjourn at 11:10 A.M.**

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

Respectfully submitted,

*Cheryl Stuckmayer*

Cheryl Stuckmayer  
Planner-Zoning Coordinator



Jacob Frie  
MN DNR – Division of Ecological and Water Resources  
1601 Minnesota Drive  
Brainerd, MN 56401

January 14, 2026

SENT VIA EMAIL

Jody Grund  
Zoning Director - City of Crosslake  
13888 Daggett Bay Road  
Crosslake, MN 56442

**RE: McGraw property Variance Requests; Rush Lake (DOW# 18031100); Crow Wing County**

Jody Grund:

The DNR offers the following comments on the McGraw property variance requests to construct:

- A 388 sq. foot porch in the bluff and bluff impact zone with 13 square feet in the bluff
- A 1,136 sq. foot garage and second story living in the bluff and bluff impact zone with 261 square feet in the bluff, and
- Dirt moving in the bluff and bluff impact zone.

Although there are also other variance requests listed in the official public notice, the DNR's comments are limited to the above specific variance requests.

On December 29, 2025, I personally visited the subject property with Zoning Director Jody Grund. Based on my review of the City's Ordinance, site visit information, the variance application packet including COS, and analyzing statutory criteria for variance approvals, **the DNR recommends denial of all the above variance requests as written, and at a minimum no dirt moving or structures should be located within the bluff itself.** Specifically:

- Granting the variances would be inconsistent with the City of Crosslake's Shoreland Ordinance, wherein Section 26-280, the purpose of the Shoreland District is to "...preserve and enhance the quality of surface waters, conserve the economic and natural environmental values of shorelands...and provide for the wise use of water and related land resources." Development, vegetation removal, and land disturbances within the bluff itself or in the bluff impact zone commonly leads to slope erosion and failure. When this happens, habitat and water quality are at high risk due to siltation, higher turbidity, and nutrient loading. The remaining bluff is then left in a more vulnerable state into the future. The public values of bluffs also involves a visual quality component and the placement of structures,

vegetation removal, and grading in high sight-line areas of the lake degrades those benefits for lake recreation use.

- There are no unique circumstances to the property not created by the property owner. After reviewing the certificate of survey and performing an on-site visit to the property, it is clear there are locations in the rear lot zone (towards the road right-of-way) that offer suitable alternatives for the construction of an addition/garage and porch. The south side of the property includes a level surface with no SSTS obstructions or adverse grades which would prevent the proposed garage/addition to be slid backwards to avoid direct impacts within the bluff. This may mean re-designing the configuration or reducing the footprint of the addition.. The north side of the property includes the obstacle of a proposed new septic system for which a 10-foot setback to the septic tank must be met, but there still appears to be ample room for the porch to be slid back towards the road right-of-way and still meet the 10-foot SSTS setback. Sliding both proposed structures back towards the road right of way would therefore eliminate any grading within the bluff and further prevent intensive vegetation removal in the bluff as well. It may also result in the removal of a variance for lake setback as it will be at a greater distance than currently proposed.

If the above variances are modified and considered for approval at a reduced "bluff impact zone" distance as an alternative, we recommend the following conditions be added to the approvals:

1. No dirt moving associated with footings construction, general landscaping, or stormwater plan features shall be conducted within the actual bluff itself, as shown on the COS dated 11/13/2025
2. The top of bluff must be clearly staked out and labeled prior to the start of construction for the project. Temporary Best Management Practices (BMPs) must be installed at least at the top of the bluff to prevent stormwater runoff associated with construction from traveling down-hill.
3. A stormwater management plan treating all impervious surfaces on the property must be submitted for City staff approval at the time of land use permit application, and implemented by project completed or permit expiration, whichever comes first. No storm water management retention/features may be constructed/placed within the bluff itself, including "french drains."
4. No natural vegetation (i.e., trees/shrubs/plants) may be removed within the bluff and bluff impact zone unless removal occurs where a proposed structure is to be placed.

Thank you for the opportunity to comment on these variance requests. Please notify this office within 10 days following the Board's Decision. Should you have any questions or comments regarding the DNR's comments, please contact me at my information below.

Sincerely,

**Jacob  
A. Frie** Digitally signed  
by Jacob A. Frie  
Date: 2026.01.14  
08:27:38 -06'00'

**Jacob Frie**  
Area Hydrologist | Division of Ecological and Water Resources  
Minnesota Department of Natural Resources  
1601 Minnesota Drive  
Brainerd, MN, 56401

Phone: 218-203-4367

Email: [Jacob.frie@state.mn.us](mailto:Jacob.frie@state.mn.us)

[mndnr.gov](http://mndnr.gov)

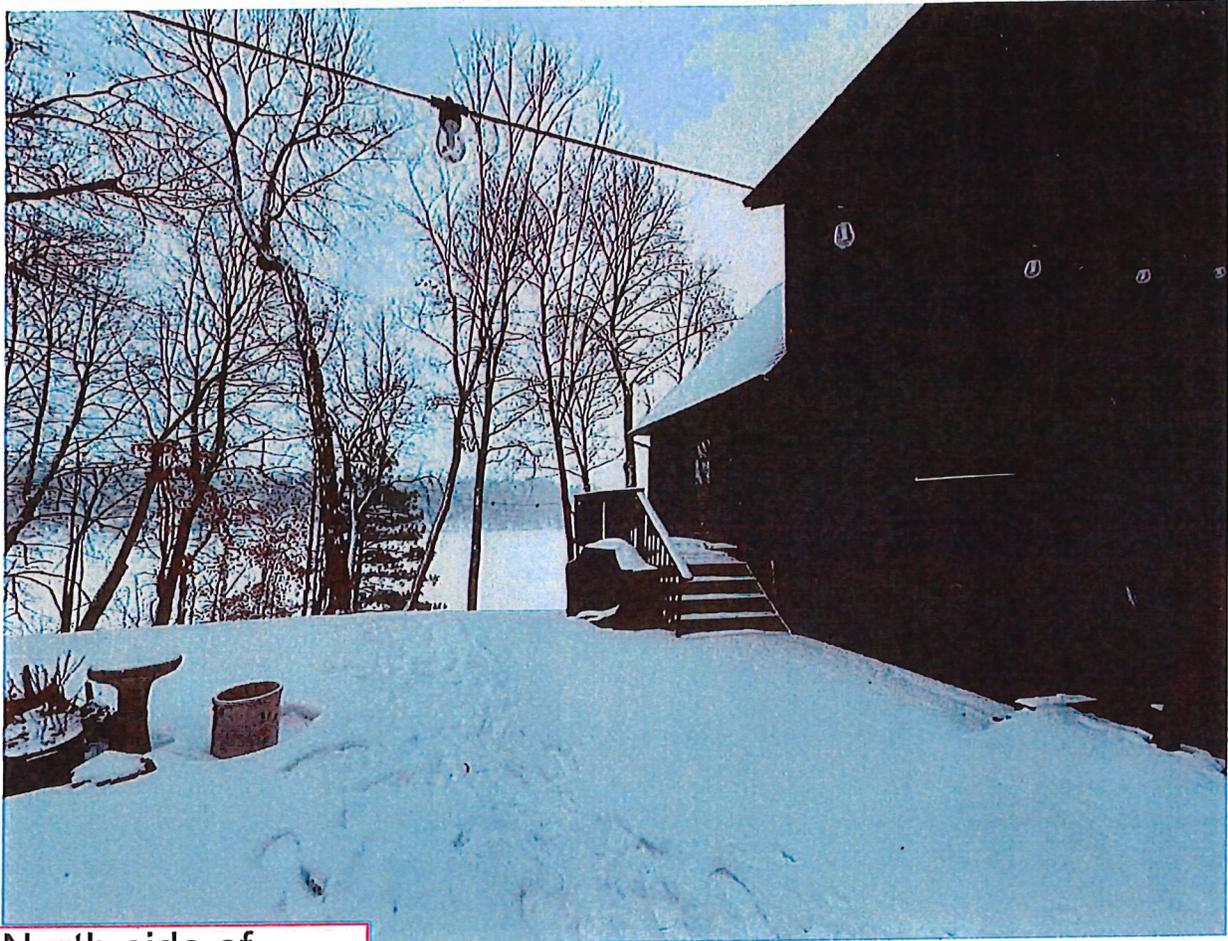
Attachments: *(1) McGraw Bluff Site Photos, (2), McGraw PC-BOA meeting notice*

CC:

*Dan Petrik – DNR Shoreland Program Manager*

*Darrin Hoverson – DNR District Manager*

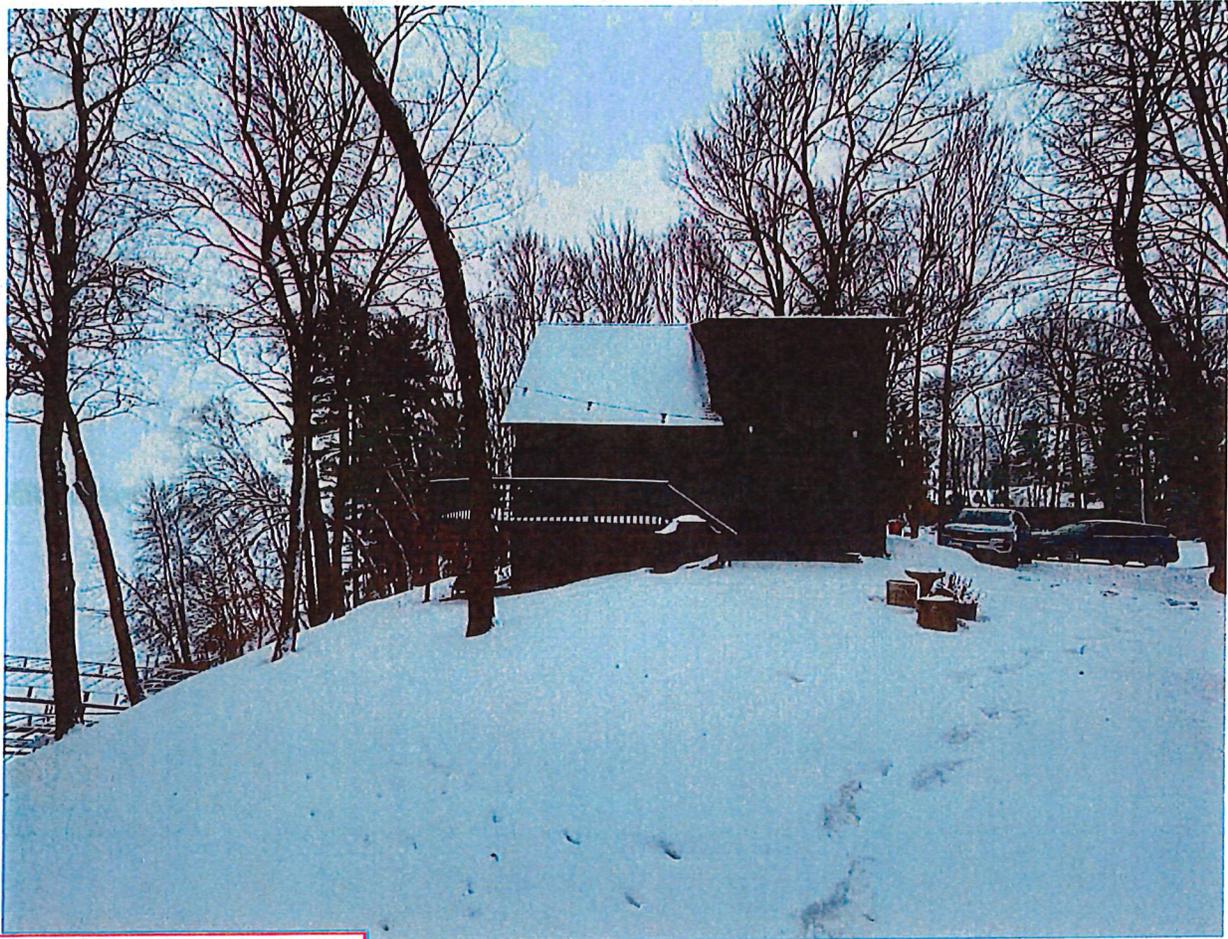
Site photos taken on 12/29/2025 by Jodi Grund (City of Crosslake), with Jake Frie (DNR) in attendance



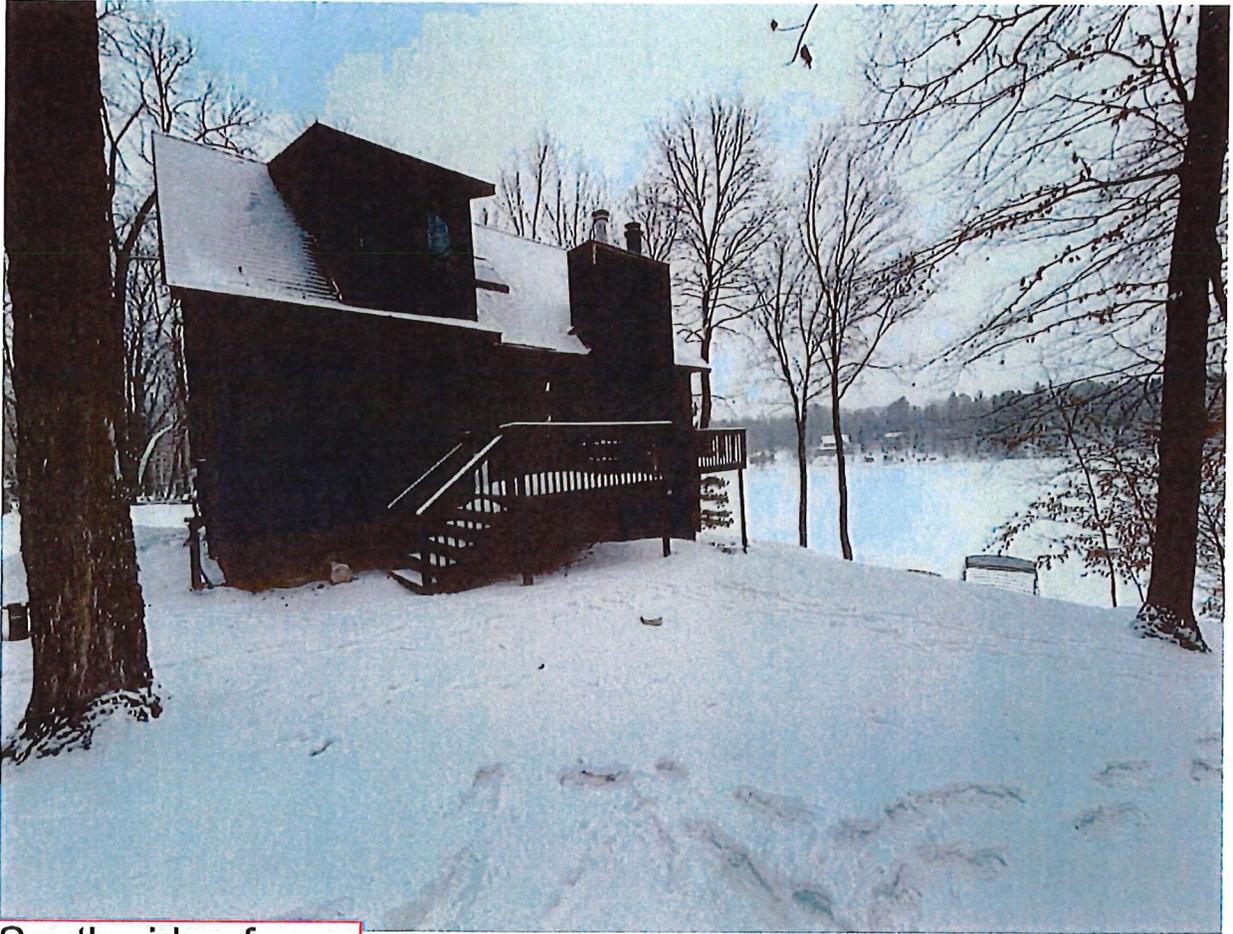
North side of house, facing lake



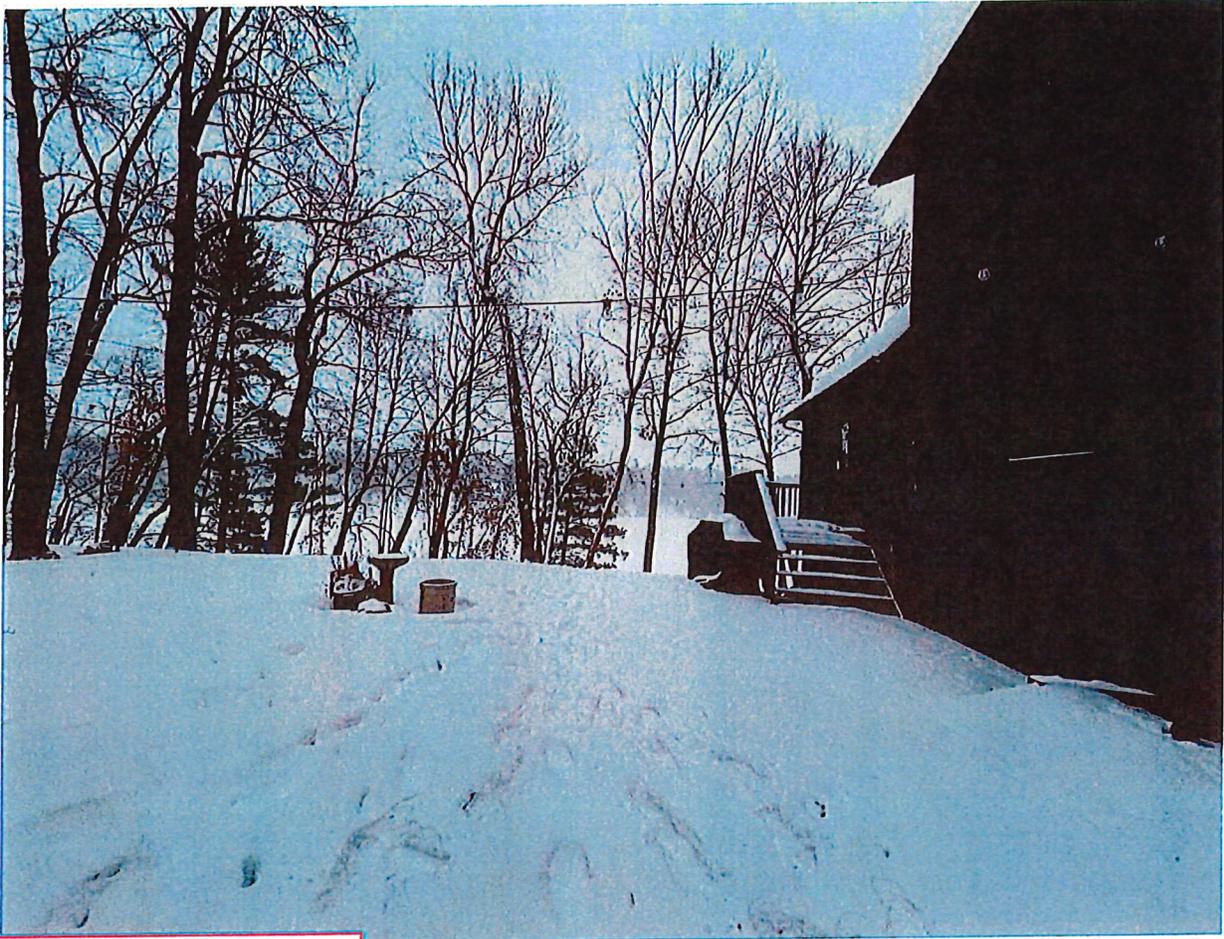
South side of house, facing lake



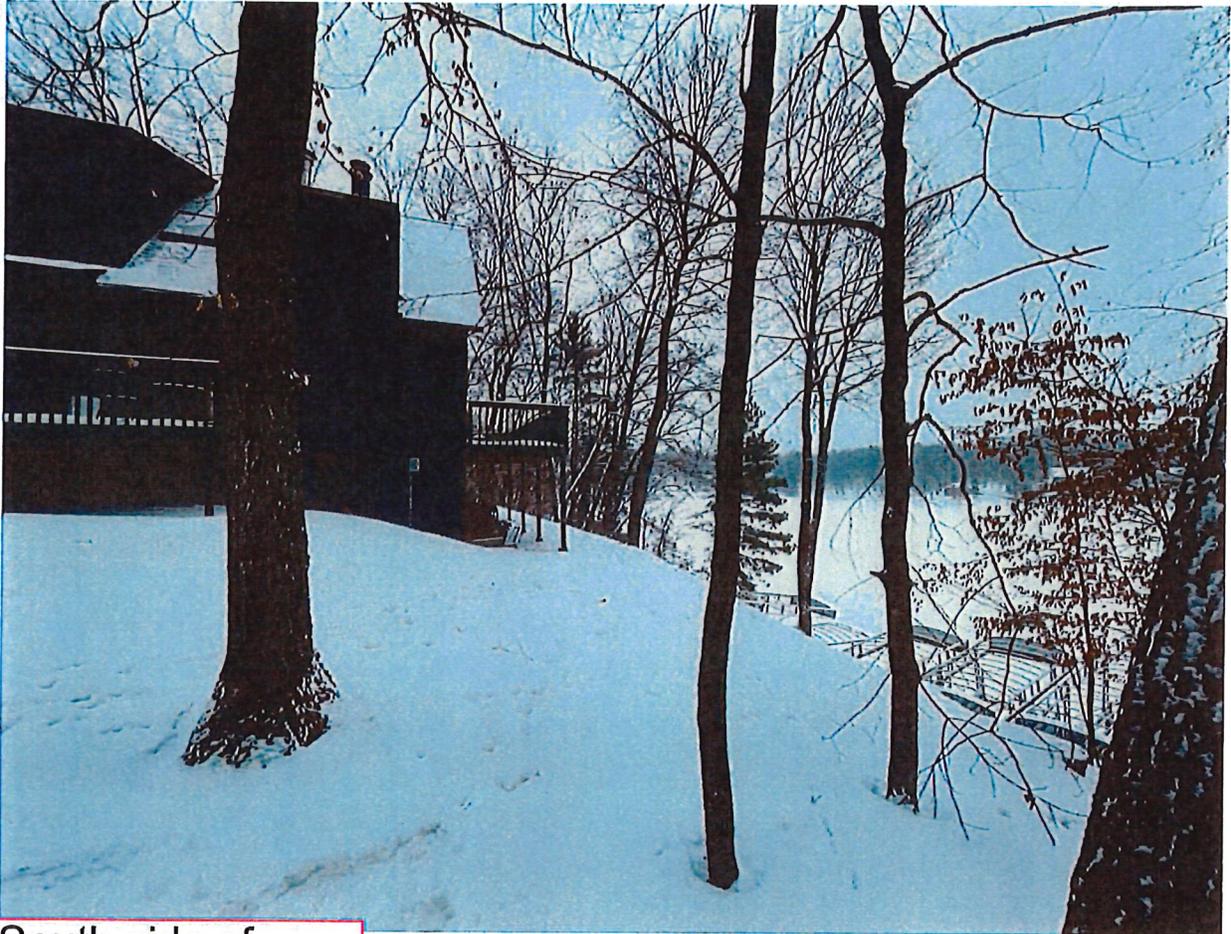
North side of  
house, facing  
south



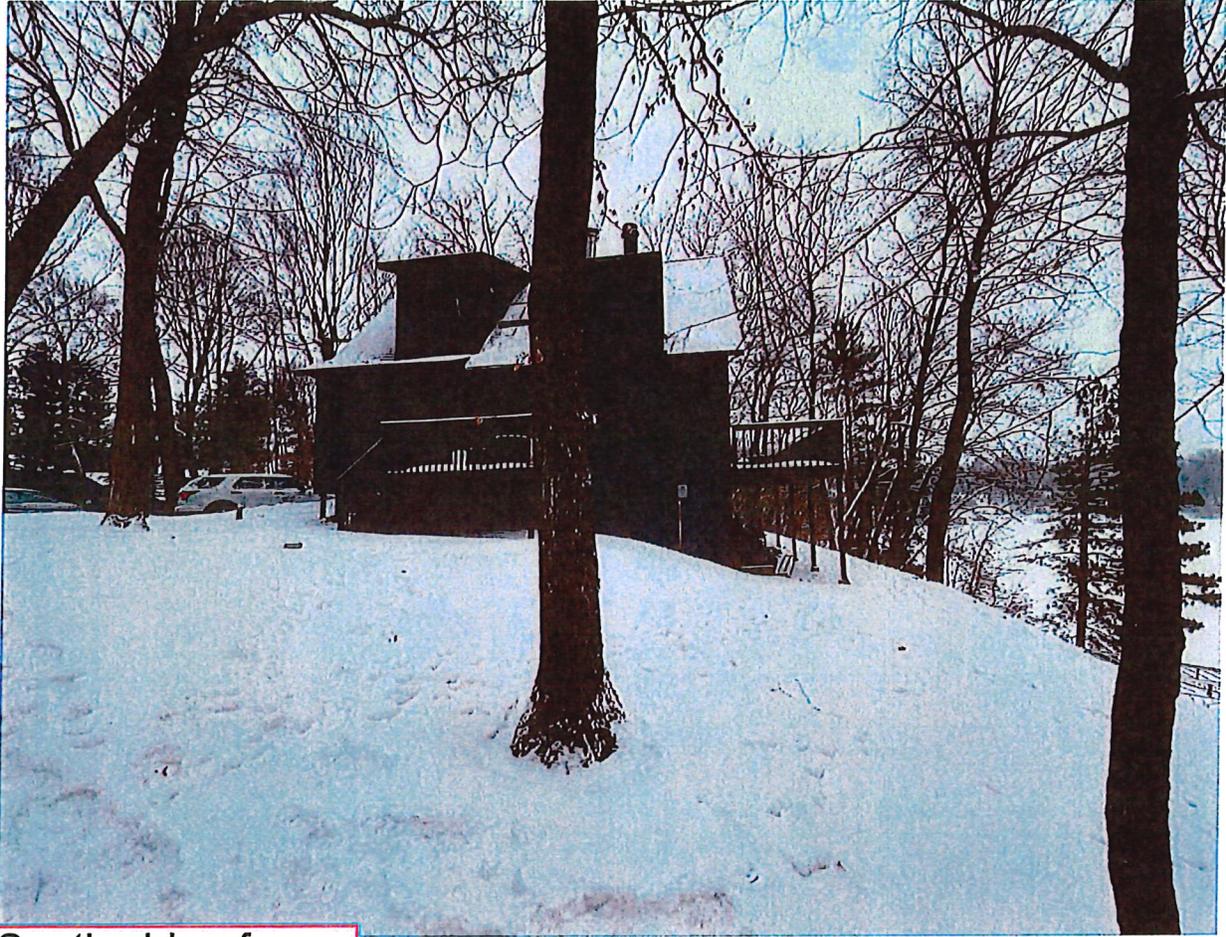
South side of house, facing north



North side of house, facing lake



South side of  
house, facing lake



South side of  
house, facing  
north

# Professional Training at Crosslake Firehall Feb 11th

February 11th

10-11:30 for Mayor, Council, Department Heads

12:15—3:30 for Mayor, Council, Planning & Zoning  
Commissioners and P&Z Staff

3:30—4:30 Mayor, Council, Planning & Zoning Com-  
missioners and P & Z Staff

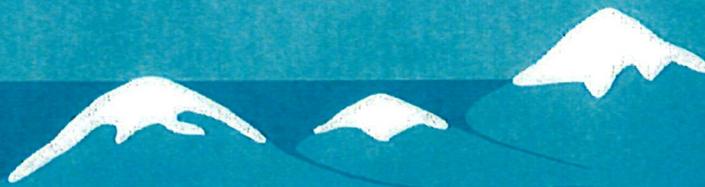
10-11:30 will be for Mayor, Council and Department Heads—this training provided by Joseph Langel, City Attorney is to discuss Open Meeting Law, Basic Parliamentary Issues, Data Privacy as it pertains to the Council and Q&A

11:30—Lunch

12:15-3:30 will be for Mayor, Council, P&Z Commissioners and P&Z Staff—provided by Jason Kuboushek from Iverson Law.

3:30-4:30—Mayor, Council and P & Z Commissioners and P&Z Staff to discuss commercial land use, & guidance on Sundance Ridge Development

RSVP IS REQUIRED—PLEASE CALL LORI AT 218-692-9803 AS SOON AS YOU CAN



## STAFF INTERPRETATION MEMORANDUM

**Subject:** Voting and Nomination Authority of Alternate Members – Planning Commission / Board of Adjustment

**City of Crosslake, Minnesota**

**Date:** 1/21/2026

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### Purpose

To clarify whether alternate members of the City of Crosslake Planning Commission/Board of Adjustment have:

1. **Voting rights** on regular actions; and
2. **Authority to nominate or vote** in the election of the Chair and Vice Chair.

This interpretation relies on applicable **Crosslake Code of Ordinances** and recognized parliamentary procedure (Robert's Rules of Order).

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### Applicable Crosslake Ordinance Language

**Chapter 26 – Land Use Ordinance** governs the Planning Commission/Board of Adjustment. Relevant provisions include:

- **Section 26-163 – Membership:**  
The Planning Commission/Board of Adjustment consists of **not less than five members nor more than seven members.** (This section designates membership.)
- **Section 26-164 – Officers:**
  - The body shall have a **Chairperson** and **Vice-Chairperson.**
  - Officers shall be **elected by the Planning Commission/Board of Adjustment** at the first regular meeting in February each year.

### Notably:

- The ordinance **does not expressly define alternate members** as part of the “members” entitled to vote or participate in officer elections.
- It does not specify alternate seating procedures, substitute voting, or roles of alternates in nominations or officer elections. The Code only states the size of the board and that officers are elected by the board's members.

Because the ordinance is **silent** on alternates' voting or officer election rights, **parliamentary authority applies** where consistent with the ordinance.

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### **Parliamentary Authority (Robert's Rules of Order Newly Revised)**

Under Robert's Rules of Order:

1. **Voting and nomination rights** belong to **members** of the assembly (the governing board). Alternates who are not formally made members do **not by virtue of title alone** gain these rights.
2. If governing rules (bylaws/ordinance) do not explicitly state that alternates are to be seated as members except to replace an absent regular member, then:
  - Alternates remain **non-members** for voting and officer election purposes;
  - They may **participate in discussion** at the direction of the chair, but do not vote or nominate.

Robert's Rules clearly holds that **only members have the right to vote, make motions, or nominate officers** unless specifically granted by the body's own rules. (Robert's Rules of Order Newly Revised, generally Chapter on Members and Voting Rights.)

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### **Staff Interpretation**

Based on the above:

#### **1. Voting Rights**

- Because Section 26-163 defines membership as not less than five and not more than seven members, and does **not include alternates as voting members by default**, alternates do **not have automatic voting rights** on regular matters before the Planning Commission/Board of Adjustment.
- An alternate may only vote **if and when formally seated in place of a regular member** (e.g., due to absence or conflict) *and the governing rules of the board recognize that seating*—a practice consistent with Robert's Rules where the governing document is silent.

#### **2. Nomination and Election of Officers**

- Section 26-164 provides that officers (Chair and Vice Chair) are elected **by the Planning Commission/Board of Adjustment**.
- Only **voting members** can nominate and vote for officers under Robert's Rules. Since alternates are not, in and of themselves, members with voting rights:
  - Alternates **cannot nominate officers** unless they have been **formally seated as voting members** for that meeting or agenda item.
  - Alternates **cannot vote in officer elections** unless formally seated as voting members.

### 3. Consistency with Practice

- Minutes from recent meetings (e.g., February 28, 2025) show that motions for officer elections were made by individuals identified as voting members, and votes were recorded without explicit identification of alternates as voting participants, even when alternates were present.

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### Operational Guidance

To ensure clarity and avoid procedural challenge:

- At the outset of a meeting, the chair should **announce which alternates, if any, are being seated as voting members** (and for which matters) when a regular member is absent or recused.
- Alternates should be seated as voting members *only in those circumstances authorized by the ordinance or adopted rules of procedure*.
- Alternates should not participate in officer nominations or elections unless formally seated as members in accordance with these rules.

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### Conclusion

**Alternate members of the Planning Commission/Board of Adjustment do not have voting rights or the authority to nominate or vote for officers (Chair and Vice Chair) unless they are formally seated as voting members under the board's rules.** The Crosslake Code of Ordinances is silent on alternate voting authority; therefore, Robert's Rules of Order applies to fill that procedural gap.



## CITY OF CROSSLAKE PLANNING COMMISSION/BOARD OF ADJUSTMENT

### RULES OF BUSINESS

1. **Regular Meetings:** The Planning Commission/Board of Adjustment shall hold regular meetings, unless otherwise determined, on the fourth Friday of each month, at the City of Crosslake Council Room, Crosslake City Hall, 13888 Daggett Bay Rd, Crosslake, Minnesota, 56442. Meetings shall commence at 9:00 AM and continue until all applications on the agenda have been heard.
2. **Field Inspections:** Field inspections to review applications to be considered at the regular meeting shall be conducted prior to the meeting. Additional field inspection days may be added depending on the number of applications received. No decisions are made on field inspections and are open to the public subject to the land owner's permission to enter private property.
3. **Special Meetings:** The Chair or three members may call special meetings. Such meetings shall be called within ten (10) days advance notice to all available members, and to the public in the official newspaper. Notice shall specify: (1) the specific item or items to be considered at the special meeting, and (2) the date, time and place of the meeting. Special meetings of the Planning Commission/Board of Adjustment shall be held in the City of Crosslake Council Room, Crosslake City Hall, 13888 Daggett Bay Rd, Crosslake, MN 56442, unless otherwise determined. All special meetings shall be limited to the specific item or items set forth in the notice.
4. **Presiding Officer – Roll Call:** The Chair, or in the Chair's absence, the Vice-Chair shall take the chair at the time appointed for the meeting and call the members to order. The Chair or Vice-Chair calling the meeting to order shall be the Presiding Officer for the balance of the meeting.
5. **Quorum:** A simple majority of the members shall constitute a quorum for the transaction of business. The Presiding Officer is a member and shall have the right to vote on all matters coming before it, but shall have no veto power.
6. **Minutes:** The Planning and Zoning Administrator shall prepare written copies of the minutes of the preceding meeting and distribute them to its members no later than the start of its current session. Video recording of the meeting may be made for reference by the Administrator. The approved minutes and video recording of the meeting shall be the official record of meetings. A copy of the minutes shall be available in the City Clerk's Office and on the City of Crosslake website for examination by members of the public. Upon the appearance of a quorum at a meeting, the Presiding Officer shall inquire of the members whether they wish to approve, disapprove or amend the minutes of the previous meeting as prepared by the Administrator. Any mistake or omission in the minutes may then be corrected.

7. Order of Business: The Presiding Officer shall preserve order and decorum. The Administrator shall act as a parliamentarian and the Presiding Officer shall decide questions of order, subject to an appeal to the members. The Administrator shall prepare a written agenda in advance of all meetings in order of presentation which the Administrator deems best or as directed by the Planning Commission/Board of Adjustment. The Administrator shall release the proposed agenda no later than 10 days immediately preceding the meeting. Further the Administrator shall release the information packet no later than 10 days immediately preceding the meeting. A person requesting that an application be placed on the agenda shall furnish sufficient information and detail so as to enable the Planning Commission/Board of Adjustment to rule on the application in accordance with City Ordinances, and enable the Administrator to enter the item on the meeting agenda in a summary adequate to alert the public as to the nature of the matter to be discussed. If, in the opinion of the Administrator, such information and detail is not provided, the Administrator may refuse to place the application on the agenda. The Planning Commission/Board of Adjustment by majority vote may amend the proposed agenda.
8. Applicant Representation: The applicant or their representative should attend the meeting to represent their application. If the applicant or their representative is not present the application may be tabled until the next regular meeting. The board has the discretion to act on the application in the absence of the applicant or their representative.
9. Citizen Comment: Except as regulated by State Statute or Rule, citizen comment will be heard on all topics on the agenda. Each speaker will be afforded up to three minutes to present oral arguments. This time limit may be extended at the discretion of the Presiding Officer. Large groups are encouraged to select a single speaker to present their oral argument.
10. Recognition by the Presiding Officer: Every Planning Commission/Board of Adjustment member or member of the public shall respectfully address the Presiding Officer by the appellation "Mr. Chairman" or "Madame Chair", and shall not speak further until recognized by the Presiding Officer. Once a member of the audience has been recognized by the Presiding Officer as requesting to address the Planning Commission/Board of Adjustment, the Presiding Officer shall require the individual to identify themselves by stating their name and address.
11. Designation by Presiding Officer: When two or more members request to speak, the Presiding Officer shall designate who is first to speak, but in all cases the member who shall first address the chair shall speak first.
12. Debated Motion: No ordinary motion shall be debated, or put on the table, unless the same is seconded by a member or the Presiding Officer. Privileged motions need not be seconded. The Presiding Officer shall restate any motion if required to do so by a member. Items on the agenda may be debated prior to submission of an ordinary motion. The withdrawal of either the motion or the second to a motion shall terminate debate on the motion.
13. Motion Being Debated-Privileged Motion: When a question is under debate, no motion shall be received other than the following privileged motions: a) to lay on the table; b) to divide the question; c) to postpone indefinitely; d) to postpone to a certain day; e) to refer; f) to adjourn. The privileged motion shall have precedence in the order in which they are arranged. All privileged questions shall be decided immediately without debate. A member may make a negative motion to defeat a resolution or ordinance. This "objection to the consideration" of the matter is considered a privileged motion and does not require a second, but must pass by a majority vote of members present.

14. Presentment of Petitions and Communication: Petitions and communications on the agenda may be presented by a member of the Planning Commission/Board of Adjustment or by the Administrator.
15. Voting: When a question is put by the Presiding Officer, every member present shall vote unless the Planning Commission/Board of Adjustment, for special reason, shall excuse a member prior to the calling of the roll or a legal conflict of interest prohibits a member from voting. Unless a member requests, all items will be decided by voice vote. Any member, who being present when his or her name is called, fails to vote upon any pending proposition, unless previously excused, shall be counted as having voted in the positive. A member may request a roll call vote at any time prior to the commencement of other business.
16. General Public Hearing Notice Requirements: The Administrator shall publish written notice of all Planning Commission/Board of Adjustment hearings in the legal newspaper(s) for the City of Crosslake and posted notice on the City website, not less than ten (10) days prior to the hearing date. The published notice shall state the purpose, time, date and place of the hearing, a brief summary of the nature of all applications. In addition to published notification, the following shall receive individual written notices of these public hearings:
  - A. Ordinance text amendment:
    1. The Commissioner of Natural Resources
    2. All City Department Heads
    3. City Council
  - B. Conditional Use Permits, Land Use District Reclassifications, Designation of Sensitive Shoreland Districts, and Variances:
    1. The Planning Commission/Board of Adjustment;
    2. Crow Wing County Highway Department – if the proposed application abuts any county highway;
    3. Commissioner of Natural Resources – if the proposed application is located in any Shoreland District or any Flood Plain District;
    4. DNR Trails and Waterways – if the proposed application is located on property adjacent to a designated State or County trail;
    5. Public Works Director – if the proposed application is connected to city sewer or adjacent to city street;
    6. Lake Associations – if the proposed application is located on a lake having an association that has filed a letter with the Administrator requesting such information;
    7. Individual landowners who have requested such notification;
    8. Property Owners Notice Per MN State Statute 462.357 Subd. 3. and published in the legal newspaper(s) for the City of Crosslake.

17. Ordinance Amendment Procedure: The City Council shall refer ordinance or ordinance amendment(s) to Planning and Zoning for review and drafting of language. The Department shall forward the draft language to the Planning Commission/Board of Adjustment, post the draft language on the City website, and provide written notice of a 30 day comment period. Within 60 days of the close of the comment period, the Planning Commission/Board of Adjustment shall conduct a public hearing on the ordinance or ordinance amendment(s) with written notice. The Presiding Officer may present the recommendations resulting from public hearing to the City Council at their request. When a proposed ordinance fails to pass, a motion to reconsider the same may be made, but such motion must be made at the session at which the same failed to pass and action thereupon shall be postponed to a future special session.
18. Absent Member: Every member that anticipates being absent from a meeting shall notify the Administrator.
19. Robert's Rules of Order: The rules of parliamentary practice, embraced in Robert's Rules of Order shall govern in all cases in which they are applicable, and in which they are not inconsistent with State Statute or the Standing Rules.
20. Committees: The Planning Commission/Board of Adjustment may establish and abolish such committees as it may determine from time to time. The Planning Commission/Board of Adjustment shall appoint the members of the committee and shall specify the purposes, duties and responsibilities of the committee. Any member of the Planning Commission/Board of Adjustment Committee may call a committee meeting. Committee meetings shall be called within a 24-hour advance notice to all members, posted at the city hall, and public notice provided on the City website. Items to be studied by the Planning Commission/Board of Adjustment Committee shall be those items contained in the notice and any other item may be presented that is within the scope of the Committee's description. Committees shall report to the Planning Commission/Board of Adjustment within 90 days after the item has been referred to committee. The Planning Commission/Board of Adjustment shall then act on the item referred or request the Committee to continue the study.
21. Suspension or Amendment of Rules: No rule shall be suspended, altered or rescinded except upon affirmation vote of four members, unless notice of such change shall have been given at a previous meeting in which case only a majority shall be required.
22. Agenda is Public: Any member of the public or the news media requesting copies of any regular or special meeting agenda shall be provided the same pursuant to Minnesota Statutes, Chapter 471.705 1c (b).
23. Annual review of Rules of Business: The Planning Commission/Board of Adjustment shall, at least annually, review and adopt necessary amendments to these Rules of Business.

C.4.

CITY OF CROSSLAKE  
PUBLIC WORKS COMMISSION  
MEETING MINUTES  
MONDAY, FEBRUARY 2, 2026  
3:00 P.M. – CITY HALL

Pursuant to due notice and call the Public Works Commission held its regular monthly meeting on Monday, February 2, 2026 in City Hall. The following Commission Members were present: Tom Swenson, Gordon Wagner, Tim Berg, and Mary Prescott. Dave Schrupp attended via Zoom. Also in attendance were Public Works Director Pat Wehner, City Administrator Lori Conway, City Engineer Phil Martin, Council Liaison Robin Sylvester, and Deputy Clerk/City Treasurer Sharyl Murphy

1. The meeting was called to order at 3:00 P.M. by Tom Swenson.
2. A MOTION WAS MADE BY TIM BERG AND SECONDED BY DAVE SCHRUPP TO APPROVE THE MINUTES OF JANUARY 8, 2026. MOTION CARRIED WITH ALL AYES.
3. Pat discussed the draft ordinance amended by Char Nelson for developer roads to review. Added in the City Code 42-91 and that the developers must have the road paved and then chip sealed after one year at the owner's expense to cover the city. We will need to change the application for Planning & Zoning agreement, so the developers are aware of the changes and costs of chip sealing. Planning & Zoning will need to follow up on the roads. Add a question to application asking if they plan to turn the road over to the city and that they are aware that the city requires the road to be chip sealed one year after it is paved. Answer yes/no on application and if no, your plan is not to turn the road over, if answer yes, they must set up an escrow account for sealcoating. We will have Cheryl with Planning and Zoning modify the forms.
4. Robin discussed parking on the roads overnight parking by the train museum on County Road 66 and spoke to Public Safety, Police and County and there is no ordinance and they don't enforce overnight parking on the road.
5. Phil Martin met with Crow Wing County on the sidewalk extension from Bald Eagle Pass to Marine Max entrance and came up with approximate costs for 3 options. Option 1 – Place a 6-ft wide concrete sidewalk behind the existing curb along the east side entrance to Marine Max for people who dock their boats with an approximate estimated total of \$410,000 or replace with a 10-ft wide bituminous trail for an estimated cost of \$275,000. Option 2 – Remove east side parking lane, remove curb, install new curb with grass and a 6-ft wide concrete trail for an estimated total \$552,000 or replace it with a 10-ft wide bituminous \$415,000. Option 3 – Install a crosswalk at Edgewater Lane with flashing lights for \$50,000. The Commission feels that this is an expensive project and possibly would be on board with option 3 if necessary. Questions were asked if someone did get hurt, who is responsible for the accident?

Would we be able to consider this on a trail study in the future. Phil mentioned about a possible trail connecting Shores Drive down through Bald Eagle and running behind the Junkers property. Will this crosswalk even get used during the winter months? Would the County split the cost of the Crosswalk? Phil mentioned that we should reach out to them and ask.

A MOTION WAS MADE TO RECOMMEND TO THE CITY COUNCIL BY MARY PRESCOTT AND SECONDED BY DAVE SCHRUPP BASED ON THE ENGINEER'S ESTIMATES THAT THE MOST REASONABLE OPTION WOULD BE OPTION 3, INSTALLING THE CROSSWALK WITH FLASHING LIGHTS. MOTION CARRIED WITH ALL AYES

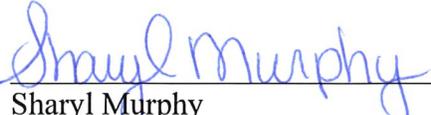
6. Phil updated on Harbor Lane and said he is just waiting to see if the grass grows and probably will be sometime in June to close out the project.
7. Phil gave an update on Year-3 Road Improvements and said the County opens bids on 2/18/2026. We will also plan to add Sunrise Blvd for approximate \$275,000 into Year-3. Phil would like us to get City Council approval so we can move forward bidding Sunrise Blvd shortly after County bids open on 2/18/2026.

A MOTION WAS MADE BY GORDY WAGNER AND SECONDED BY MARY PRESCOTT TO RECOMMEND TO THE CITY COUNCIL FOR APPROVAL TO BID SUNRISE BLVD AFTER 2/18/2026. BIDDING EARLY IN THE SEASON IS BEST PER PHIL. MOTION CARRIED WITH ALL AYES

8. Phil gave a report and updated on 5-Year Road plan and which the Commission has been working on since last June. He extended it out to Year-6 and Year-7 in the approximate amounts of \$1M each year with some modifications on Year-4 and Year-5. Phil stated that even by adding these extra years, the city will still not be 100% done with all the roads. There will still be roads requiring full depth reclamation or reconstruction after completing the year 7 (2030) road improvements with an estimated cost of over \$2 million. We will need to bring a recommendation to the City Council and set a schedule a Public Hearing for public input prior to adopting the amended 5-road plan.

A MOTION WAS MADE BY GORDY WAGNER AND SECONDED BY TIM BERG TO RECOMMEND TO THE CITY COUNCIL THAT THEY ACCEPT THE AMENDED 5 YEAR ROAD IMPROVEMENT PLAN WITH THE ADDITION OF YEAR 6 AND YEAR 7 ROAD IMPROVEMENTS AND PROCEED WITH THE ADOPTION PROCESS BY SCHEDULING A PUBLIC HEARING TO RECEIVE PUBLIC INPUT ON THE AMENDED 5 YEAR ROAD IMPROVEMENT PLAN. MOTION CARRIED WITH ALL AYES

9. Tom Swenson updated on Sunrise Blvd. and mentioned that plans are about 80% done.
10. Phil – Trail discussion on County Road 103 the Archeological study showed that if we make a trail along County Road 103 that we don't dig down too much because it goes right over burial grounds. Higher grounds overlooking waters, have a higher chance of having burial grounds. More discussion on trails at next month's meeting.
11. Pat updated that he had no news on the bio solids study and was still working on that.
12. Tom-Robert Street access now has a camera and to monitor who is coming and going.
13. Lori Conway gave an update regarding the Mad Rabbit Sewer Claim and said we are waiting for a response on the counter claim. We never paid them since they never invoiced us and are now just waiting for their response.
14. Lori updated on the Army Corp of Engineers contract and will be signing off with no additional charges and still will be \$2,600 monthly or \$31,200 years.
15. Tom - Ann Schwarz was supposed to speak during the public forum at last month's City Council meeting and did not show up regarding installing a commercial water meter for her VRBO property. We have a list and keeping track of who is picking up their meters and being completed.
16. Pat updated that Ace Hardware will be installing their meters shortly but there was an illegal tap that only goes out to an outside spicket
17. Pat – updated that the County wanted to set up a brine station in the Maintenance Joint Facility building for mixing the brine in a 6000-gallon tank. This is now off the table. Pat spoke with the County on 2/3/2026.
18. A MOTION WAS MADE BY TIM BERG AND SECONDED BY DAVE SCHRUPP TO ADJOURN THE MEETING AT 4:05 P.M. MOTION CARRIED WITH ALL AYES.

  
\_\_\_\_\_  
Sharyl Murphy  
Deputy Clerk/City Treasurer

Crosslake Park, Recreation, and Library Commission Minutes

Wednesday January 28, 2026

Crosslake Community Center 9:00am

Present: Chair Peter Graves, Heather Jones, Ann Schrupp (via Zoom), Joe Albrecht, Mary Jo Fritsvold, David Rogers, Parks and Recreation Director TJ Graumann, City Council Liaison Mayor Jackson Purfeerst

- I. The meeting was called to order at 9:01 am
- II. Approval of Agenda  
**Motion to approve the agenda.**  
**Mary Jo/Heather Favor: All Opposed: None**
- III. Appointment of Chair  
 Heather Volunteered for the position  
**Motion to appoint Heather as Chair**  
**Joe/Mary Jo Favor: All Opposed: None**
- IV. Appointment of Secretary  
 Peter nominated Ann and volunteered to be the backup for when Ann is not present.  
**Motion to appoint Ann as Secretary**  
**Peter/Joe Favor: All Opposed: None**
- V. Approval of Minutes  
**Motion to approve minutes of November 2025 meeting.**  
**Ann/Joe Favor: All Opposed: None**
- VI. Old Business
  - A) Robert Street Access – TJ is working on a plan for this and will have one before Spring. Camera will stay up at Robert Street, the other camera will move from East Shore to another location, not yet determined.
  - B) Kiosk Sites – A map and application process for sponsorships are still being worked on. Two of the kiosks are already up, by the school and on Hwy 3 by Andy’s.
  - C) Meeting Times – after discussion we agreed to continue with the morning meetings.
- VII. New Business
  - A) County Road 103 shared-use trail – In 2028, the County will be reconstructing the intersection of 3/103/36. The City Council has approved an archaeological study along County Road 103 from Perking to County Road 3. The report indicates that archaeological artifacts may be present, which could place certain constraints on future trail development. If we view this as a high-priority opportunity, we need to be proactive in our planning efforts — pursuing funding and finalizing a plan that aligns with the County’s 2028 construction timeline. **Motion to recommend continued efforts to extend the trail down Cty Rd 103 from Cty Rd 3.**

**Joe/Mary Jo**

**Favor: All**

**Opposed: None**

VIII. Other Business

A) Updates

- i. December Council Actions – Approved the Draft 2026 fee schedule.
- ii. Park Master Plan Phase 2 – Working with contractors to get cost estimates, HyTec will join us next month to go over opportunities. TJ looked into pricing for splash pads, included info in our packets.
- iii. 2025 Review (annual report) – We received copies and went through some of the numbers. The report will be added to the website.
- iv. 2026 Outlook – In partnership with Pal we will be adding a GAGA Ball Pit, two bike repair stations, and doing more tree planting. TJ is still working on the nature play area and we will be adding a cold storage building.
- v. Trail Projects
  - a) CSAH 3 Trail extension – met with Widseth and CWC to go over the preliminary plan, more to come on this in the next couple of months.
  - b) Brainerd Lakes Area Vulnerable Users Plan – five proposals were submitted, Bolton and Menk was selected as consultant on the project. More to come in the next couple of months.
  - c) Trail feasibility plan – InputID was closed January 1. The project steering committee will meet Feb 4 to review the findings and discuss next steps.
- vi. Winterfest – The park will once again host activities on Friday night, Feb 6, from 5:30-7:30. Activities include sledding, skating, fire pits with smores, horse drawn wagon ride, chuck a puck, food truck and more.
- vii. 2026Commission list – TJ handed out the list.

B) Comments from the commission – Heather mentioned that the new sledding hill is great! Peter mentioned that we should be looking for volunteers for things around the community center to help the staff.

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

D) Community School Update – Heidi let us know that the school has service projects to do and they would be a resource if we are looking for volunteers. They are doing their Trout program again, the eggs have hatched and will be released in the spring. They are hosting Cabin Fever on Feb 6, 3:30-5 during Winterfest. They also have their spaghetti dinner fundraiser coming up on Feb 20.

VI) Open Forum – None

VII) Adjourn  
**Motion to adjourn.**  
**Heather/Mary Jo**

**Favor: All**

**Opposed: None**

C.6.

**Crosslake Economic Development Authority  
Meeting Minutes  
10:00 A.M. December 3, 2025, Crosslake City Hall**

**Call to Order:** The regular quarterly meeting of the Crosslake EDA was called to order at 10:00 AM by Patty Norgaard.

**EDA members present**

Sandra Farder, Patty Norgaard, John Andrews, Kathy Allen, Bob Heales, Dave Gahn

**Others present**

BLAEDC, Tyler Glynn  
Crosslake Chamber, Cindy Myogeto  
Crosslake City Administrator, Lori Conway  
Mission Township Resident, Martha Steele

**Approval of Minutes**

Motion made by Sandra Farder and seconded by Kathy Allen to approve the minutes of the September 3, 2025, meeting. No further discussion. Motion carried.

**BLAEDC Update**

**Tyler Glynn**

Tyler Glynn reported that he had attended an Emily City Council meeting where Northstar Manganese presented an update on their plans. He was able to review a document outlining everything the company has gone through. Northstar Manganese purports that their investment into the community will produce jobs with high wages as well as utilizing local services and supplies. It is expected to be a twenty-two-year project. Concerns voiced included how to determine the impact on the region, protection of the watershed, and increased truck traffic. Dan Brennan, City Council member and co-founder of the Emily Mine Information Group has done due diligence focusing on impact on water. It is important not to come across as being against mining but to make sure that information is available on environmental impact. The mine is surrounded by lakes. John Andrews distributed a copy of a communication sent to the Minnesota DNR opposing disapproval of a mineral lease to North Star Manganese in 2021 including a Public Health Statement about manganese and the effects of exposure to it. It is currently in our water now, but a little bit of manganese is not a problem, more exposure causes neurological problems. Communication with EMIG is necessary to find out how they are going to connect with other communities.

The City of Baxter has hired an independent engineer to review the Highway 371 and 210 Project. Federal money will be lost if not used.

Entrepreneurs on Tap was held in Crosslake and attracted a good turnout to learn about educational opportunities.

New administrative assistant will work on the website if any updates are needed.

**Data Mining Project**

**Lori Conway and Dave Gahn**

Lots of questions and comments regarding EDA's focus leading to a conversation between Lori and Dave. Where do we go from here? What kind of data does the city council have before making decisions? Decisions can be made on solid data rather than random decisions. Dave Gahn stated

that it started as a pilot to see what the numbers are. Who owns the properties? What is the vision for Crosslake's future? Are we a preferred destination? What about expenses and infrastructure? What kind of businesses do you want to attract? What does success look like? The focus of the EDA for the last six to eight years is Crosslake as a tourist destination—is that what we still want? What is the percentage of people in Crosslake that own homes that are residents? Looking at the comprehensive plan to see what has been done is a starting point. Housing has been talked about inside and out. Our resources are our lakes and forests. Lori Conway will gather information about full time/seasonal residents. What do seasonal people want? Plan to be more proactive but we do need to know what we want. Focus on Crosslake as a tourist resort community. BLAEDC can provide the data sets needed.

### **Paul Bunyan Scenic Byway Video Opportunity**

Viewing the current videos on the Paul Bunyan Scenic Byway website prior to the meeting, discussion led to the opinion that they were a little long. As the scenic byway does connect Crosslake to other communities pursuing the video to highlight activities in winter as well as June and July with an emphasis on the historical background, it was decided to pursue creating a video. Motion made by John Andrews and seconded by Dave Gahn to approve \$3,000 for a video of Crosslake on the Paul Bunyan Scenic Byway website. Discussion of the video rights and dissemination ensued. Motion carried. A narrator will need to be chosen. An outline will be provided.

### **Upcoming Events**

EMIG Workshop

More information is needed. Will not be held in 2026.

2026 Meeting Schedule

Quarterly dates:

March 4, June 3, September 2, December 2

10:00 AM at City Hall

Will be posted on website.

Special meetings/workshop dates to be determined

### **Election of Officers**

Dave Gahn nominated for president. No other nominees and nominations closed by Bob Heales. Dave Gahn questioned whether there would be any conflict when he is not in state. Finding none, all voted in favor of Mr. Gahn.

Dave Gahn-President

Vice President-open

Martha Steele-appointed

Treasurer-City of Crosslake

As it was the last meeting as president for Patty Norgaard, she reflected on when she started with EDA. She was instrumental in putting out a Crosslake brochure, hosting the MN Design Team, working with BLAEDC promoting growth and the United Fund, and started regional workshops. Tyler Glynn personally thanked Patty for her ideas and conversations. All thanked her for her leadership.

**Other**

Should a brochure be recreated? It would be a helpful resource for new businesses coming into Crosslake.

TIF versus tax abatements. TIF is easier to do but is challenging for city staff. TIF addresses a public need if used well.

Residential relocation guide distributed through realtors. Tourism vs relocation.

Crosslakers continue to meet. Lack of signs is an action item for Crosslakers.

No signs on any road traveling from Emily to Crosslake directing travelers to the city. Should there be directional signs to Crosslake? The county should be contacted.

**Next Meeting**

March 4, 2026

10:00AM City Hall

Meeting adjourned at 11:35AM.

Martha Steele  
Secretary

C. 7.



**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 56442

**2026**  
**January**

**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>	4,577	2.29
Corrugated Cardboard	4,577	2.29
Mixed Paper	0	0.00
Newspaper, Mixed Mail Magazines		
<b>Metal</b>	0	0.00
Appliances, Scrap, Misc.		
<b>Commingle</b>	43,794	21.90
5% Aluminum Cans	2,190	1.09
21% Tin Cans	9,197	4.60
61% Mixed Glass	26,714	13.36
10% Plastic	4,379	2.19
Number 1 & Number 2		
3% Reject	1,314	0.66

**Total Pounds 48,370**

**Total Tons 24.19**

# HEROES HELPING HEROES

<https://mn.gov/gcb/data/site-financial-data/>

Organization Name	Site Name	License	Site	
<b>Community Charities of Minnesota</b>	<b>14 Lakes Pub &amp; Brewery</b>	<b>02650</b>	<b>143</b>	
Year-Month	Total Gross Receipts	Total Net Receipts	Rent Paid to Leased Premises	Net Profits after State Tax
2025-6	\$0	\$0	\$0	(\$21)
2025-7	\$14,733	\$3,917	\$0	\$8
2025-8	\$41,435	\$7,696	\$744	\$2,342
2025-9	\$38,465	\$6,272	\$1,222	\$1,288
2025-10	\$24,182	\$5,154	\$1,054	\$66
2025-11	\$16,369	\$1,757	\$777	(\$441)
2025-12	\$8,625	\$2,636	\$121	\$1,029
<b>Total</b>	<b>\$143,809</b>	<b>\$27,432</b>	<b>\$3,918</b>	<b>\$4,271</b>

Date	Vendor	Amount
7/18/2025	MN DOR	1,292.61
8/20/2025	MN DOR	2,539.68
9/19/2025	MN DOR	2,069.76
10/20/2025	MN DOR	1,700.82
11/20/2025	MN DOR	579.81
12/19/2025	MN DOR	869.88
1/20/2026	MN DOR	9,052.56
12/24/2025	Heroes Helping Heroes	4,000.00
		13,052.56

## Monthly Net Receipts by Game Type

Year-Month	ePull-tabs & eBingo	Paper Pull-tabs	Paper Bingo	Raffles	Paddlewheel	Tipboards
2025-6	\$0	\$0	\$0	\$0	\$0	\$0
2025-7	\$795	\$3,121	\$0	\$0	\$0	\$0
2025-8	\$2,028	\$4,588	\$0	\$1,079	\$0	\$0
2025-9	\$1,966	\$3,648	\$0	\$507	\$0	\$150
2025-10	\$3,354	\$1,292	\$0	\$432	\$0	\$75
2025-11	\$995	(\$314)	\$0	\$901	\$0	\$175
2025-12	\$621	\$1,504	\$0	\$460	\$0	\$50
<b>Total</b>	<b>\$9,759</b>	<b>\$13,839</b>	<b>\$0</b>	<b>\$3,379</b>	<b>\$0</b>	<b>\$450</b>

C.8.

**Merrifield Marathons Inc.**

**2025 Lawful Purpose Expenditures**

	A1	A2	*A5	A7	A13	A18	A20	Total	A8	Total
	501c(3)	Homele	Scholarship	Youth	Trails	Gblg License	Other Clubs		Taxes	
Jan			\$ 9,000.00		\$ 466.92				\$ 10,370.00	
<b>Jan Total</b>	\$ -	\$ -	\$ 9,000.00	\$ -	\$ 466.92			\$ 9,466.92	\$ 10,370.00	\$ 19,836.92
Feb	\$ 200.00				\$ 1,086.72				\$ 9,501.00	
<b>Feb Total</b>	\$ 200.00	\$ -	\$ -	\$ -	\$ 1,086.72			\$ 1,286.72	\$ 9,501.00	\$ 10,787.72
Mar	\$ 1,000.00				\$ 1,963.43				\$ 8,872.00	
	\$ 1,000.00								Lakes Area Food Shelf	
	\$ 1,000.00								Emily Food Shelf	
	\$ 1,000.00								Salvation Army - Food Shelf	
	\$ 1,000.00								Crosslake Food Shelf	
	\$ 1,000.00								Outreach Program	
	\$ 1,000.00								Share N Care	
<b>Mar Total</b>	\$ 6,000.00	\$ -	\$ -	\$ -	\$ 1,963.43			\$ 7,963.43	\$ 8,872.00	\$ 16,835.43
April					\$ 351.09				\$ 9,486.00	
<b>Apr Total</b>	\$ -	\$ -	\$ -	\$ -	\$ 351.09			\$ 351.09	\$ 9,486.00	\$ 9,837.09
May					\$ 262.00	\$ -			\$ 10,792.00	
<b>May Total</b>	\$ -	\$ -	\$ -	\$ -	\$ 262.00			\$ 262.00	\$ 10,792.00	\$ 11,054.00
June	\$ 500.00				\$ 466.90	\$ 100.00			Sharing Bread So	\$ 20,708.00
<b>June Total</b>	\$ 500.00	\$ -	\$ -	\$ -	\$ 466.90	\$ 100.00		\$ 1,066.90	\$ 20,708.00	\$ 21,774.90
July	\$ 1,000.00				\$ 971.33	\$ (100.00)			St Vincent de Pa	\$ 13,774.40
<b>July Total</b>	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 971.33	\$ (100.00)		\$ 1,871.33	\$ 13,774.40	\$ 15,645.73
Aug	\$ 750.00				\$ 84.95				\$ 4,466.00	
	\$ 500.00								Salvation Army - Back to School	
	\$ 500.00								Relationship Safety Alliance	
<b>Aug Total</b>	\$ 1,750.00	\$ -	\$ -	\$ -	\$ 84.95			\$ 1,834.95	\$ 4,466.00	\$ 6,300.95

g.c.

	A1	A2	*A5	A7	A13	A18	A20	Total	A8	Total
	501c(3)	Homele	Scholarship	Youth	Trails	Gblg License	Other Clubs		Taxes	
Sept					\$ 128.67				\$11,016	
	\$ 1,000.00								American Suicide Foundation	
<b>Sept Total</b>	<b>\$ 1,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 128.67</b>			<b>\$ 1,128.67</b>	<b>\$ 11,016.00</b>	<b>\$ 13,273.34</b>
Oct					\$ 3,932.57				\$ 8,517.00	
	\$ 1,000.00								Care N Share	
	\$ 1,000.00								Salvation Army Food Shelf	
	\$ 1,000.00								Emily Food Shelf	
	\$ 1,000.00								Cross Lake Food Shelf	
	\$ 1,000.00								Lakes Area Food Shelf	
	\$ 1,000.00								Outreach Program	
	\$ 1,000.00								Sharing Bread Kitchen	
	\$ 750.00					x			Alzheimer's Association	
							\$ 500.00		The Center - Toymakers	
							\$ 500.00		The Center - Boiler	
<b>Oct Total</b>	<b>\$ 7,750.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,932.57</b>	<b>\$ -</b>	<b>\$ 1,000.00</b>	<b>\$ 12,682.57</b>	<b>\$ 8,517.00</b>	<b>\$ 21,199.57</b>
Nov					\$ 181.27				\$ 13,154.00	
	\$ 500.00								Bridges of Hope	
	\$ 750.00								Christmas for Kids	
	\$ 750.00								Toys for Kids	
<b>Nov Total</b>	<b>\$ 2,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 181.27</b>	<b>\$ -</b>		<b>\$ 2,181.27</b>	<b>\$ 13,154.00</b>	<b>\$ 15,335.27</b>
Dec					\$ 1,342.34				\$ 25,287.00	
	\$ 500.00								Prevent Child Abuse	
<b>Dec Total</b>	<b>\$ 500.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,342.34</b>	<b>\$ -</b>		<b>\$ 1,842.34</b>	<b>\$ 25,287.00</b>	<b>\$ 28,971.68</b>
<b>2025 Total</b>	<b>\$ 20,700.00</b>	<b>\$ -</b>	<b>\$ 9,000.00</b>	<b>\$ -</b>	<b>\$ 11,238.19</b>	<b>\$ -</b>		<b>\$ 41,938.19</b>	<b>\$ 145,943.40</b>	<b>\$ 190,852.60</b>



License Fee \$ \_\_\_\_\_

### APPLICATION FOR GROUP TRANSIENT MERCHANT PERMIT

1. Name of applicant: Olivia C GUENZEL  
(first) (middle) (last) (maiden)

2. Other names under which the applicant conducts business or to which applicant officially answers: John Mobeck

3. A physical description of the applicant (hair color, eye color, height, weight, distinguishing marks and features): blonde hair | blue eyes. 5'7, 150 lbs

4. Full address of applicant's permanent address: 9754 Andberg Way,  
Brainerd <sup>MN</sup> 56401

5. Type of business for which the applicant is applying: THE NATIONAL LOON  
CENTER IS HOSTING THE LOONS & LAKES FESTIVAL, JUNE 26-27.  
SAT, JUNE 27th WILL TAKE PLACE IN TOWN SQUARE WITH A  
VENDOR FAIR.

6. The dates during which the applicant intends to conduct business in the City (maximum 14 consecutive days): saturday, june 27th

7. Any and all addresses and telephone numbers where the applicant can be reached while conducting business within the City: THE Nest, 14303 Gould Street, Crookston

PH: 218-692-5666

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

Olivia Guentzel, 952-484-1734

9. Location where transient merchant intends to set up business (attach written permission of the property owner or the property owner's agent for any property to be used by a transient merchant): on Ostlund Ave, Gould St. and Allen Ave.

as well as the gravel area across from Rafferty's,  
closest to Ostlund Ave.

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

food, beverages, honey, art prints, jam etc...

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

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

  
Signature of Applicant

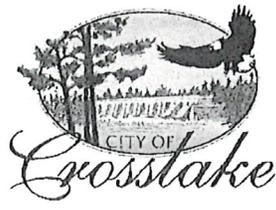
2-9-26  
Date

FOR OFFICE USE

Date of application: \_\_\_\_\_

Date license was issued: \_\_\_\_\_

Notes regarding application and license procedures: \_\_\_\_\_



License Fee \$ \_\_\_\_\_

**APPLICATION FOR  
GROUP TRANSIENT MERCHANT PERMIT**

1. Name of applicant: Crosslake Chamber of Commerce  
(first) (middle) (last) (maiden)

2. Other names under which the applicant conducts business or to which applicant officially answers: \_\_\_\_\_

3. A physical description of the applicant (hair color, eye color, height, weight, distinguishing marks and features): \_\_\_\_\_  
\_\_\_\_\_

4. Full address of applicant's permanent address: PO Box 315  
35446 CR 66 Crosslake MN  
56442

5. Type of business for which the applicant is applying: \_\_\_\_\_  
Food, Beverage & Cart Vendors  
during Community Events

6. The dates during which the applicant intends to conduct business in the City (maximum 14 consecutive days): \_\_\_\_\_

St. Pats Parade & Celebrations - March 12-14, 2026  
Brat Sale @ the Campgrounds May 8, 2026  
Camp Spooktacular @ the Campgrounds Oct. 24, 2026  
Crosslake Days - Sept. 24-26, 2026

7. Any and all addresses and telephone numbers where the applicant can be reached while conducting business within the City: \_\_\_\_\_

Cindy Myogeto office 218.692.4627 cell 218.251.6323

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

\_\_\_\_\_  
\_\_\_\_\_

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

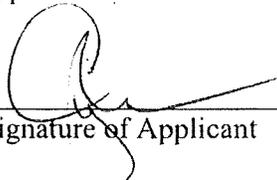
Streets and Private Property within Crosslake City Limits

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

Food, Beverages, Apparel, Arts & Crafts

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

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

  
\_\_\_\_\_  
Signature of Applicant

2-18-26  
Date

FOR OFFICE USE

Date of application: \_\_\_\_\_

Date license was issued: \_\_\_\_\_

Notes regarding application and license procedures: \_\_\_\_\_

C.12.

# LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

### Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

## ORGANIZATION INFORMATION

Organization Name: Northern Lakes Reel Line Club Previous Gambling Permit Number: X- 92395

Minnesota Tax ID Number, if any: \_\_\_\_\_ Federal Employer ID Number (FEIN), if any: 39-2077151

Mailing Address: PO Box 655

City: Pequot Lakes State: MN Zip: 56472 County: Crow Wing

Name of Chief Executive Officer (CEO): Jeremy Nordby

CEO Daytime Phone: 763-226-4481 CEO Email: NORTHERNLAKESLIGHTNING@gmail.com  
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): amy.wannebo@gmail.com

## NONPROFIT STATUS

Type of Nonprofit Organization (check one):

- Fraternal     
  Religious     
  Veterans     
  Other Nonprofit Organization

### Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

- A current calendar year Certificate of Good Standing**  
 Don't have a copy? Obtain this certificate from:  
 MN Secretary of State, Business Services Division  
 60 Empire Drive, Suite 100  
 St. Paul, MN 55103  
 Secretary of State website, phone numbers:  
[www.sos.state.mn.us](http://www.sos.state.mn.us)  
 651-296-2803, or toll free 1-877-551-6767
- IRS income tax exemption (501(c)) letter in your organization's name**  
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.
- IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**  
 If your organization falls under a parent organization, attach copies of both of the following:  
 1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and  
 2. the charter or letter from your parent organization recognizing your organization as a subordinate.

## GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Moonlite Bay

Physical Address (do not use P.O. box): 37627 County Road 66

Check one:  
 City: Crosslake Zip: 56442 County: Crow Wing  
 Township: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

Date(s) of activity (for raffles, indicate the date of the drawing): 11-27-2026

Check each type of gambling activity that your organization will conduct:

- Bingo     
  Paddlewheels     
  Pull-Tabs     
  Tipboards     
  Raffle

**Gambling equipment** for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to [www.mn.gov/gcb](http://www.mn.gov/gcb) and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

**LG220 Application for Exempt Permit**

**LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)**

**CITY APPROVAL  
for a gambling premises  
located within city limits**

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- The application is denied.

Print City Name: \_\_\_\_\_

Signature of City Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**The city or county must sign before submitting application to the Gambling Control Board.**

**COUNTY APPROVAL  
for a gambling premises  
located in a township**

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- The application is denied.

Print County Name: \_\_\_\_\_

Signature of County Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**TOWNSHIP (if required by the county)**

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

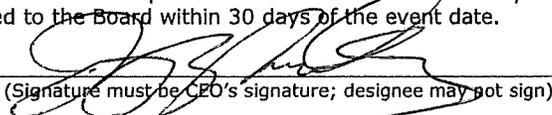
Print Township Name: \_\_\_\_\_

Signature of Township Officer: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)**

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature:  Date: 2-5-2026  
(Signature must be CEO's signature; designee may not sign)

Print Name: \_\_\_\_\_

**REQUIREMENTS**

**Complete a separate application for:**

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

**Financial report to be completed within 30 days after the gambling activity is done:**

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

**MAIL APPLICATION AND ATTACHMENTS**

**Mail application with:**

- \_\_\_\_\_ a copy of your proof of nonprofit status; and
- \_\_\_\_\_ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

**To:** Minnesota Gambling Control Board  
1711 West County Road B, Suite 300 South  
Roseville, MN 55113

**Questions?**

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.

C.13.

**BILLS FOR APPROVAL**  
**March 9, 2026**

VENDORS	DEPT		AMOUNT
Ace Hardware, rearview mirror	Police		4.49
Ace Hardware, heater	Admin		59.99
Ace Hardware, batteries	PW		13.66
Ace Hardware, gfci kit, hardware	Park		140.95
Ace Hardware, blades	Park		26.23
Ace Hardware, great stuff, flashlight	Park		33.76
Ace Hardware, silicone lube	Park		8.63
Ace Hardware, caulk, primer, drop cloth	Park		67.10
Ace Hardware, gloves	Sewer		22.91
Ace Hardware, nozzles	Sewer		26.97
Ace Hardware, oxygen cuft, start fluid, anti-seize, plumber cloth	PW		138.48
Ace Hardware, paint	Park		101.46
Ace Hardware, toolbox	Park		32.39
Ace Hardware, tape, paint mixer	Park		19.18
Ace Hardware, nut	Park		1.59
Ace Hardware, batteries	Park		17.99
Ace Hardware, garbage bags, gloves	PW		76.45
Ace Hardware, caulk	Park		7.51
Ace Hardware, bird food, pliers, tape measure	Park		37.87
Ace Hardware, garage pulley	Park		9.05
Ace Hardware, ladder	PW		74.99
Alex Air Apparatus, turnout gear	Fire		9,742.53
Alex Air Apparatus, compressor service, air quality test	Fire		1,162.81
AW Research, water testing	Sewer		2,455.74
Bolton & Menk, bla vulberable users plan	PW		3,979.00
Build All Lumber, storage building	Fire		4,095.08
Cargill, road salt	PW		2,508.89
Chamber of Commerce, advertisement	Park		897.50
Cheryl Stuckmayer, reimburse for meeting supplies	PZ		27.97
Council #65, union dues	Gov't		443.52
Crow Wing County, audit confirmation	Gov't		100.00
Crow Wing County, address assignment	Gov't		25.00
Crow Wing County, address assignments	Gov't		50.00
Crow Wing County Highway Dept, fuel	ALL		3,849.28
Crow Wing Power, electric services	ALL	pd 2-19	10,231.21
CTC, web hosting	Gov't		10.00
Culligan, water and cooler rental	ALL		280.90
Dan Roozen, per diem meal reimbursement	Fire		248.00
Delta Dental, dental insurance	ALL		2,292.41
East Side Oil, filter recycling	Gov't		50.00
F.I.R.E., emr quarterly training	Fire		650.00
Follett, books	Library		1,114.52
Follett, books	Library		444.67
Follett, books	Library		83.62
Follett, books	Library		273.00

GHA Technologies, server	Police		1,784.21
Guardian Pest Control	ALL		232.46
Hartford, disability, life insurance march	ALL	pd 3-3	590.71
Hartford, disability, life insurance april	ALL		590.71
Ingram, books	Library		25.80
Ingram, books	Library		26.92
Ingram, books	Library		103.68
Ingram, books	Library		265.13
IP Networks, firewall renewal	Police		1,460.00
Iverson Reuvers, training	PZ		3,229.10
Jefferson Fire & Safety, cmc kits	Fire		1,058.54
Jefferson Fire & Safety, rescue equipment	Fire		5,830.51
Jen Elleraas, per diem meal reimbursement	Fire		248.00
Jen LeBlanc, mileage reimbursement	Police		33.35
JMD Manufacturing, mailbox posts	PW		3,461.92
Lakes Printing, business cards	ALL		115.60
Loon & Broom, january cleaning	ALL	pd 2-23	4,491.67
Loon & Broom, february cleaning	ALL		4,491.67
Loon & Broom, march cleaning	ALL		4,491.67
Macqueen, helmet kit	Fire		60.62
Macqueen, regulator cover	Fire		26.75
Macqueen, supression system	Fire		1,150.50
Macqueen, boots	Fire		1,969.84
Macqueen, helmet screws	Fire		28.74
Macqueen, hoses	Fire		1,180.38
Mastercard, Active 911, subscription renewal	Fire	pd 2-19	696.60
Mastercard, Amazon, prime monthly premium	Gov't		14.99
Mastercard, Amazon, card holder	Police	pd 2-19	5.99
Mastercard, Amazon, mop heads	Park	pd 2-19	24.73
Mastercard, Amazon, high bay light	Park		132.98
Mastercard, Amazon, sports equipment organizer	Park	pd 2-19	85.40
Mastercard, Amazon, thermal paper	Park	pd 2-19	35.99
Mastercard, Amazon, ping pong paddles	Park	pd 2-19	22.99
Mastercard, Amazon, vacuum cleaner attachment kit	Park	pd 2-19	13.98
Mastercard, Amazon, bulletin board	Library		30.21
Mastercard, Amazon, touch up paint	Park		13.99
Mastercard, Amazon, bungee cords	Park		26.59
Mastercard, Amazon, nitrile gloves, cleaning wipes	Police	pd 2-19	124.58
Mastercard, Amazon, gym equipment wipes	Park		398.85
Mastercard, Amazon, janitorial supplies	Park		128.02
Mastercard, Amazon, janitorial supplies	Park		106.80
Mastercard, Amazon, janitorial supplies	Park	pd 2-19	99.98
Mastercard, Amazon, phone cases, paper	Admin		100.42
Mastercard, Amazon, janitorial supplies	Gov't		45.89
Mastercard, Amazon, mop heads	Park		43.64
Mastercard, Amazon, utility cart	Park		64.99
Mastercard, Amazon, tool set, thread checker	Park		33.98
Mastercard, Amazon, ink cartridges	PW		60.78
Mastercard, Amazon, dumbbell plates	Park		49.99
Mastercard, Amazon, easter egg hunt	Park		95.79
Mastercard, Amazon, adapter	Park		35.99

Mastercard, Amazon, duct outlet	Park		42.99
Mastercard, Amazon, flashing bar light	PW		46.99
Mastercard, Best Buy, external usb	Police		84.99
Mastercard, Column Support, ordinance 411 publication	Gov't		39.95
Mastercard, Dropbox, annual premium	STR	pd 2-19	487.93
Mastercard, Galls, uniform	Police	pd 2-19	34.34
Mastercard, Grainger, radial ball	PW	pd 2-19	133.01
Mastercard, Holiday, fuel	PW		51.41
Mastercard, League of MN Cities, city day on the hill	Council		99.00
Mastercard, mcfoa conference	Admin		395.00
Mastercard, MCFOA, membership dues	Admin	pd 2-19	50.00
Mastercard, Menards, trash can	Police		9.05
Mastercard, Microsoft, monthly premium	Fire		18.60
Mastercard, MN Chiefs of Police Assn, membership dues	Police		391.40
Mastercard, Post Office, postage	Police		7.45
Mastercard, Post Office, postage	Police	pd 2-19	10.65
Mastercard, Post Office, postage	Police		11.95
Mastercard, Subway, training	PZ/Adm		171.07
Mastercard, Target, uniform	Park		80.00
Mastercard, USA Bluebook, beakers	Sewer		84.85
Mastercard, USA Bluebook, stirring bar	Sewer		63.93
Mastercard, Zoom, monthly premium	Gov't		66.99
Med Compass, physicals	Fire		4,630.00
Medica, health insurance	Gov't		41,478.06
Menards, flooring	Police		3,719.38
Menards, batteries, hand truck d-handle	Police		124.93
Metro Sales, copier lease	Park		232.24
Metro Sales, copier lease	Police		54.65
Metron, meter parts	Sewer		141.68
Mid Minnesota Drug Testing, dot testing	PW		55.00
Midwest Machinery, seal, snap ring, oil	Park		60.17
Midwest Security, camera repair	PW		220.00
MN NCPERS, life insurance	Gov't		96.00
MNPEA, union dues	ALL		240.00
MN State Fire Chiefs Assn, conference registration	Fire		705.00
MR Sign, license, address, street signs	ALL		164.47
National Business Furniture, office furniture	Park		2,976.80
National Fire Protection Assn, membership dues	Fire		225.00
Nelson Sanitation, sludge hauling	Sewer		3,177.68
Northland Fire Protection, service/recertification of extinguishers	Fire		1,600.80
Peoples Security, batteries	Park		185.00
Pine River Area Sanitary District, biosolids treatment	Sewer		3,535.17
Quadient, postage meter refill	ALL		700.00
Quadient, postage meter rental	Gov't		219.54
Pepperball, projectiles	Police		1,655.00
Ratwik Roszak Maloney, legal fees	ALL		5,224.66
Reeds, training	PZ/Adm		27.02
Rugged Depot, squad computer	Police		3,035.00
Shawn Peterson, uniform reimbursement	Park		155.49
Streichers, ammo	Police		1,518.36
Streichers, ammo	Police		995.92



**RESOLUTION 26-\_\_**

**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>
Crosslake Firefighter's Relief Assn	\$6,634.00	Cascade for Rescue 1
Crosslake Firefighter's Relief Assn	\$1,058.54	Jefferson Fire Rescue Equipment

; and

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

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

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

Passed this 9th day of March, 2026.

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

ATTEST:

\_\_\_\_\_  
Lori A. Conway  
City Administrator (SEAL)

Jackson M. Purfeerst  
Mayor  
815-904-9665  
jpurfeerst@cityofcrosslake.gov



E. 2.  
City Hall: 218-692-2688  
13888 Daggett Bay Rd  
Crosslake, Minnesota 56442  
www.cityofcrosslake.gov

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MEMO TO: City Council

DATE: February 27, 2026

SUBJECT: Commission Appointments

I hereby recommend the following appointments:

**Planning & Zoning Commission**

Dave Nevin                      appointment as alternate

**Park & Recreation/Library Commission**

Charlee Genz                      appointment to 1<sup>st</sup> – 3-year term ending 1/31/2029

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**CITY OF CROSSLAKE**  
**APPLICATION FOR APPOINTMENT TO CITY BOARD OR COMMISSION**

PERSONAL INFORMATION

Name: Last Nevia First David

Address: [REDACTED]

Phone: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (Cell) [REDACTED]

Occupation: Self Const. Employer: Self

Email Address: [REDACTED]

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

If yes, how long have you been a Crosslake resident or property owner? 35 yrs

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

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

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

ECONOMIC DEVELOPMENT AUTHORITY (Crosslake residency or property ownership required)

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

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

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

get involved

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

I have been involved in land use

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

City Growth Concerns

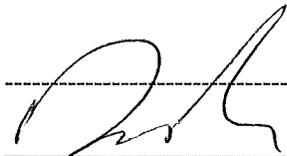
Attendance: Are you aware of the importance of regular meeting attendance, including the time commitment involved in preparing for meetings, and do you feel you have the time available to be an active participant?  Yes  No

Comments:

**POTENTIAL CONFLICTS**

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

If yes, please explain:

  
\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date 2-23-26

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

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

Please return application to:  
City of Crosslake  
13888 Daggett Bay Road  
Crosslake, MN 56442  
218-692-2688 Phone  
218-692-2687 Fax

**DATA PRACTICES ADVISORY**

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



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

one of the biggest issues that I see in our society, and down to our community is the fear that surrounds tradition. Tradition is something worth protecting. If done, this alone will attract youth, to seniors, and all inbetween.

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

Comments:

Because the meeting is only once/month, the commitment is not overwhelming, and the current day/time would be suffice

**POTENTIAL CONFLICTS**

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

If yes, please explain:

-----  
Charles Long  
Signature

Date Feb 3, 2020

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

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

Please return application to:  
City of Crosslake  
13888 Daggett Bay Rd  
Crosslake, MN 56442  
218-692-2688 Phone  
218-692-2687 Fax

**DATA PRACTICES ADVISORY**

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- Report annually on implementation progress.
- Adjust the Plan as necessary based on evaluation.

Strategies are the final steps in prioritizing the goals and policies of each Plan element. The following table summarizes a list of implementation action items in order to implement the recommendations over a short-term, medium-term, and ongoing time frame. As items are completed, new goals and policies should be identified and brought forward to implementation. Some of the following recommendations may require substantial cooperation with others, including other units of government, the private sector, and partnerships with area stakeholders. In addition, other city departments, administration, or city council priorities may affect the completion of these key action items.

02 LAND USE

Strategy	Sub-strategy	Lead	Priority	Timeline	Year Reviewed & Comment
Review the Comprehensive Plan yearly <b>every 3 years</b> and determine a priority set forth throughout the document	Hold a joint workshop at the beginning of each year <b>every 3<sup>rd</sup> year</b>				2026 On-going
Review city code and revise any inconsistencies from the Comprehensive Plan	Ensure CUP requirements align with the Comprehensive Plan				2026 Completed
Identify primary infill development sites	Concentrate new infill development within key development areas noted in the Plan				2026 In Progress
	Concentrate new infill development at nodes along CSAH 66				2026 Ongoing
Review the city's zoning map compared to the Future Land Use Map (FLUM) and consider zoning amendments as appropriate					2026 Completed
Create a new residential zoning district for rural residential lots between 2 and 3 acres (RR2)					2026 In Progress
Develop a medium density land use classification and associated zoning district					2026 Under Development
Identify priority sites that preserve wetlands or aid in water quality of adjacent water bodies and encourage the preservation of these sites					2026 Ongoing
Implement gateway signage along the Highway 66 corridor	Identify key areas for wayfinding signage that are <u>strategically</u> located throughout the city				2026 Completed

\*Chapter numbers correlate to the planning chapters located within the document.

## HOUSING

Strategy	Sub-category	Lead	Priority	Timeline	Year Reviewed & Comment
Support infill development (add housing to existing businesses)	Develop alternative strategies to fund and facilitate redevelopment projects				2026 In Progress
Identify housing needs for seniors, young families, and workforce					2026 Ongoing
Conduct a market study	Build an understanding of housing market and housing needs to broaden redevelopment strategies				2026 Ongoing
	Accommodate a mix of housing types and tenure (rent/own) to serve the diverse needs of Crosslake residents				2026 Ongoing
Work with community partners to target market gaps					2026 Ongoing
Encourage housing rehabilitation	Consideration should be given to providing housing options for senior and age-in-place options				2026 Ongoing
Promote neighborhood capacity building	Cultivate neighborhood branding and identity				2026 N/A

## ECONOMIC VITALITY

Strategy	Sub-category	Lead	Priority	Timeline	Year Reviewed & Comment
Establish Economic Gardening programs and activities	Develop an Economic Development Toolkit				2026 Omit
Prepare a Strategic Economic Development Plan for the city	Complete an inventory and analysis of existing business				2026 Ongoing
	Analyze competitive advantages				2026 ongoing
	Identify target industries and other businesses				2026 Ongoing
Allocate funds for economic development and marketing	Actively promote the assets of the city				2026 Ongoing
	Continue to teach and raise awareness of the value of environmental and natural resources of Crosslake				2026 Ongoing
	Participate in Minnesota's GreenStep program				2026 In Progress
	Brand and market the city, develop and distribute promotional and wayfinding content				2026 In Progress & Ongoing

	Celebrate and promote the historical significance of Crosslake				2026 Completed
Enhance the downtown businesses and retail environment	Promote pop-up stores and events within the core of the city				2026 Ongoing
	Continue downtown streetscape, public realm, and walkability investments				2026 Ongoing
Encourage and support small and independent businesses					2026 Allocated to EDA
Identify a "Champion" for each of the city's ongoing initiatives					2026 Completed
Coordinate local and regional economic development efforts					2026 Partner w/ BLAEDC
Encourage rehabilitation of historically and culturally significant structures					2026 Ongoing
Consider budgeting for and conducting a downtown/corridor master plan	Prioritize and address walkability, connectivity, housing needs, parking needs, and other issues critical to the designated planning area (area TBD)				2026 Privately Owned Assoc. City acts as liaison

05

TRANSPORTATION

Strategy	Sub-category	Lead	Priority	Timeline	Year Reviewed & Comment
Continue to manage and utilize a CIP; work plan to be interactive and user friendly					2026 Ongoing
Study the existing and proposed motorized and non-motorized transportation network	Identify priority trail improvements				2026 In Progress
Update a trail study addressing the growing interest around motorized and non-motorized recreation	Identify and implement on-road bicycle corridors along major roadways when feasible				2026 Omit
	Address the needs of all ages and abilities				2026 Ongoing
Prepare an interactive wayfinding master plan					2026 Completed
Develop a Complete Streets pilot revitalization program	Collaborate with Planning and Zoning, Engineering, Public Works, and Administration Departments				2026 Ongoing
Identify key locations to facilitate safe pedestrian crossings					2026 Ongoing
Identify key locations for adequate services and parking					2026 Ongoing
Collaborate with stakeholders to determine traffic calming solutions during peak seasonality	Use tactical urbanism as a tool towards determining a solution				2026 Ongoing

## INFRASTRUCTURE

Strategy	Sub-category	Lead	Priority	Timeline	Year Reviewed & Comment
Continue renewal of aging city infrastructure					2026 Ongoing
Continue to manage and utilize a Capital Improvement Program (CIP) to manage existing infrastructure replacement needs					2026 Ongoing
Continue to research and explore methods for funding options					2026 Ongoing

## PUBLIC SAFETY

Strategy	Sub-strategy	Lead	Priority	Timeline	Year Reviewed & Comment
Write and implement an Emergency Management Plan					2026 Completed
Foster neighborhood capacity building to develop a neighborhood watch program					2026 As Needed w Growth
Continue to work with the school district with current and long-range planning efforts					2026 Completed
Develop healthy and active living principles	Expand the community garden program				2026 Completed
Work collaboratively with local healthcare providers on community health initiatives	Develop a healthy community checklist				2026 Under Crow Wing County

## ENVIRONMENT

Strategy	Sub-strategy	Lead	Priority	Timeline	Year Reviewed & Comment
Inventory sensitive environmental areas and develop a plan to preserve these areas	Craft an Environmental Protection Overlay district near wetlands, steep slopes and bluffs, and sensitive shorelands				2026 Completed
Develop an education program that teaches residents and tourists the importance of water quality	Provide assistance or information around best management practices (BMP's) for shorelands				2026 Partnership with WAPOA
	Identify project sites where green infrastructure can aid in water quality efforts				2026 Partnership w/ Greensteps
	Lead by example in all new construction and site improvements				2026 Ongoing
Encourage green infrastructure in new developments and redevelop proposals throughout the city	Develop storm water infiltration standards				2026 Ongoing

	Develop water conservation policies				2026 w/ DNR
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## RECREATION

Strategy	Sub-strategy	Lead	Priority	Timeline	Year Reviewed & Comment
Work closely with the county, DNR, and State of Minnesota to coordinate and connect the local and regional park and trail network					2026 In Progress & Ongoing
Conduct a park and open space study with a specific focus on connectivity	Determine the future needs for passive and active parks				2026 Ongoing
	Study the needs for trail maintenance and expansion for both motorized and non-motorized trails				2026 In Progress & Ongoing
	Determine the future needs for open spaces and programming for all seasons				2026 Ongoing Master Plan
Conduct outreach surveys to gain an understanding of residents' recreational needs	Evaluate the need for a dog park				2026 Completed
Develop a program to ensure that adequate fees are acquired to meet park and trail development needs					2026 Reviewed Annually Ongoing
Require sidewalks and trails in new development or redevelopment proposals					2026 Ongoing
Create an inventory of informal trails in Crosslake and surrounding areas	Identify future potential additions to the greenway/trail network				2026 Ongoing
Create a marketing and promotional strategy that highlights the local recreation amenities of Crosslake	Identify beach access, trailheads, trail networks (all modes), and adjacent amenities				2026 Ongoing
Determine a schedule to replace outdated play equipment with age-appropriate, ADA-compliant equipment					2026 Completed

## GENERAL IMPLEMENTATION

Strategy	Sub-strategy	Lead	Priority	Timeline	Year Reviewed & Comment
Conduct annual <b>3 year</b> review and hold yearly "working session" of the Plan					2026 Ongoing
Determine the "lead" of each planning element					2026 Ongoing
Identify the "priority" of each planning element					2026 Ongoing
Identify the "timeline" of each planning element					2026 Ongoing
Use an objective third party to facilitate the discussion at the annual budget meeting	Use the survey responses as a tool to determine the "lead," "priority," and "timeline"				2026 N/A
Use the recommendations located in the workbook to assist in the decision-making process of the action items					2026 Ongoing
Identify a "champion" for each of the theme areas	Assign each councilperson a portfolio in an effort to implement the Comprehensive Plan				2026 Ongoing
Budget for the priority action items in the upcoming budget planning cycle	Create a log of grant programs and funding opportunities, and budget or plan for the matching requirement (if applicable)				2026 Ongoing

## IMPLEMENTATION GOALS

**Goal 1:** Use the implementation chapter at the annual budget meeting to align the city's planning priorities with its investment priorities.

IMP1. Consider utilizing the services of an objective third party to facilitate discussion.

IMP2. Identify a lead department, organization, or position to be responsible for each strategy in the implementation chapter.

IMP3. Prioritize each of the strategies identified in the implementation chapter.

IMP4. Identify a timeline for each strategy identified in the implementation chapter.



**DDA**

**David Drown Associates, Inc.**  
**Public Finance Advisors**

Parkers Prairie Office:  
13979 County Highway 42  
Parkers Prairie, MN 56361  
(612)920-3320 ext. 110 | fax (612) 605-2375  
[www.daviddrown.com](http://www.daviddrown.com)

F.l.a.

February 19, 2026

Mr. Jackson Purfeerst, Mayor  
Ms. Lori Conway, City Administrator  
City of Crosslake  
13888 Daggett Bay Road  
Crosslake, MN 56442

**RE: Street Reconstruction Plan/Reimbursement Resolution**

Honorable Mayor Purfeerst, Members of the City Council, and Ms. Conway:

On Monday, March 9, I will be meeting with Council to discuss the borrowing authority for the City's Five-Year Road Improvement Plan. It is my understanding that Bolton and Menk has prepared a report for the city, outlining future road improvements for the City of Crosslake. The attached Street Reconstruction Plan, drafted by David Drown Associates, with review and feedback from Taft Law Firm, this plan will provide the City with the necessary statutory authority to borrow for these future road improvement projects.

This authority, provided in chapter 475 of Minnesota Statutes, commonly referred to as Street Reconstruction Bonds, requires the City to draft a five-year plan, hold a public hearing on the plan, and allow for a 30-day petition period. This portion of the debt does count against the City's net debt limits (3% of estimated market value), but the city is well within this capacity.

Attached is a resolution to call the required public hearing for the Street Reconstruction Plan.

I am also including a reimbursement resolution for Council consideration. With the ongoing partnership with the County on street improvements, the City generally borrows at the completion of the project but may pay expenses out to the County and other vendors during the actual construction. Under the regulations, the proceeds of bonds may be allocated to prior capital expenditure for a period of time after the expenditure is made, but only if a formal resolution to reimburse the expenditure with the proceeds of a borrowing has been properly made within sixty (60) days after the date the expenditure was paid.

To protect the city's ability to borrow for the 2026 project, I would advise passing the attached reimbursement resolution and making the declaration of intent to reimburse early in this process.

Thank you for your time and consideration of this material. Please feel free to contact me with any questions.

Respectfully,

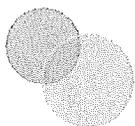
Jason Murray  
Senior Associate

Enclosures

# City of Crosslake, Minnesota

## Street Reconstruction Plan 2026-2030

Public Hearing | To be Adopted: April 13, 2026



**DDA**

David Drown Associates, Inc.  
Public Finance Advisors

Minneapolis Office:  
5029 Upton Avenue South  
Minneapolis, MN 55410  
612-920-3320 (phone); 612-605-2375 (fax)  
[www.daviddrown.com](http://www.daviddrown.com)

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# Street Reconstruction Plan 2026-2030

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## Statutory Authority and Requirements

Minnesota Statutes Chapter 475.58, Subd. 3b., authorizes a Minnesota City to adopt a Street Reconstruction Plan (a "Plan"). The Plan must cover a five-year period and set forth the street reconstruction to be financed, the estimated costs, and any planned reconstruction of other streets in the municipality over the next five years. The Plan must be approved by a two-thirds majority of the members of the City Council present at the meeting after a public hearing.

Street reconstruction and bituminous overlays include but are not limited to: utility replacement and relocation and other activities incidental to the street reconstruction; the addition or reconstruction of turn lanes, bicycle lanes, sidewalks, paths, and other improvements having a substantial public safety function; realignments and other modifications to intersect with state and county roads; and the local share of state and county road projects. Street reconstruction includes expenditures for street reconstruction that have been incurred by a municipality before approval of a street reconstruction plan, if such expenditures are included in a street reconstruction plan approved on or before the date of the public hearing.

Except in the case of turn lanes, bicycle lanes, sidewalks, paths, and other safety improvements; realignments; intersection modifications; and the local share of state and county road projects, street reconstruction and bituminous overlays does not include the portion of project cost allocable to widening a street or adding curbs and gutters where none previously existed.

A City may issue general obligation bonds for improvements included in an approved Plan if the following conditions are satisfied:

1. The Plan has been approved following a public hearing for which notice has been published at least ten days, but not more than 28 days prior to the hearing.
2. The issuance of obligations to finance the Plan or any portion thereof has been approved following a public hearing for which notice has been published at least ten days, but not more than 28 days prior to the hearing.
3. The Plan and the issuance of obligations to finance the Plan or any portion thereof must be approved by a vote of a two-thirds majority of the members of the Council present at the meeting following the public hearing(s).
4. The approved obligations are subject to referendum voter approval only if a petition requesting a vote signed by five percent of the votes cast in the last municipal general election is filed with the City Clerk within 30 days of the hearing.

This Street Reconstruction Plan provides for the issuance of General Obligation Street Reconstruction Plan Bonds in an aggregate principal amount not to exceed \$5,700,000 for work contemplated for the years 2026 through 2030 as described below. The City reserves the right to fund any portion of the work in any of the years governed by this Plan.

## History and Existing Street Reconstruction Bonds

The City has previously adopted a Street Reconstruction Plan pursuant to Minnesota Statutes, Section 475.58, subdivision 3b. The City adopted the following Plans:

On July 11, 2016 the City adopted the 2017 – 2021 Street Reconstruction Plan, authorizing up to \$2,600,000 of bonds to be issued. Bonds were issued in 2018 in conjunction with this plan.

On October 9, 2023, the City adopted the 2024-2028 Street Reconstruction Plan, authorizing up to \$6,000,000.

No bonds have been issued relating to this plan.

The City has chosen to adopt new street reconstruction, identifying projects in 2026 through 2030, which identifies a maximum authority of \$5,700,000.

### Net Debt Limits

Minnesota Statutes Chapter 475.53, Subd. 1, states that no municipality, except a school district or a city of the first class, shall incur or be subject to a net debt in excess of three percent of the market value of taxable property in the municipality. At the time of adoption of this Plan, the City has \$696,000 of outstanding debt that applies against this limit. The bonds issued under the authority granted in this Plan are also subject to the net debt limit restriction described above. The City currently has the following net debt capacity:

2025/Payable 2026 Estimated Market Value (Preliminary)

City of Crosslake, Crow Wing County, MN	2,667,721,500
Multiplied by 3%	0.03
Max Net Debt Limit	80,031,645
LESS: 2018A Street Reconstruction Bonds	(95,000)
LESS: 2021A Equipment Certificate	(375,000)
LESS: 2022A Equipment Certificate (Portion)	(226,000)
<b>Available Debt Capacity</b>	<b>79,335,645</b>

*Note: City issued 2019A Capital Improvement Bonds totaling \$3,815,000. Due to the City's population, being under 2,500 at the time of issuance, the CIP Bonds were exempt from net debt limits.*

The City proposes to issue up to \$5,700,000 in new G.O. Street Reconstruction Plan bonds as part of this Plan. The proposed bond issuance is within the City's net debt limit.

### Proposed Capital Improvements & Cost Estimate

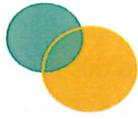
The City has identified a significant number of streets that are in various stages of disrepair. To mitigate this issue, the City proposes to spend up to \$5,700,000 within the next five years on road improvements, all of which the City intends to finance via the issuance of General Obligation Street Reconstruction Bonds. Following are summaries of the work to be completed:

Project Name	Estimated Costs	Descript of Project
2026 Projects	\$ 1,250,000.00	An estiamted 5.24 miles of mill and overlay
2027 Projects	\$ 1,100,000.00	An estimated 4.30 miles of mill, overlay and full depth reclamation
2028 Projects	\$ 1,200,000.00	An estimated 5.95 miles of mill and overlay
2029 Projects	\$ 1,050,000.00	An estimated 4.30 miles of mill, overlay, full depth reclamation and reconstruction
2030 Projects	\$ 1,100,000.00	An estimated 1.65 miles of full depth reclamation
<b>Total Estimated Cost</b>	<b>\$ 5,700,000.00</b>	

The City reserves the right to adjust the amounts listed above and the years of completion as needed with the only limitation that the City will not issue more than \$5,700,000 in G.O. Street Reconstruction Plan Bonds during the five-year period covered by this Plan. The City also reserves the right to issue bonds utilizing different statutory authority, if necessary, for projects contemplated in this Plan or additional elements or improvements associated with these street reconstruction projects.

## Exhibit A: List of Roads

2026 Projects	2027 Projects	2028 Project	2029 Projects	2030 Projects
Allen Avenue	Anchor Point	1st Street	Anderson Ct	Anchor Point Trail
Bonnie Lakes Lane	Brita Lane	2nd Street	Anderson Drive	Arrowhead Lane
Bonnie Lakes Trail	Brook Street	Anchor Point Road	Big Pine Trail	Aspen Court
Forest Lodge Road	Daggett Bay Road	Antler Road	Gould Street	Aspen Drive
Harbor Lane	Gendreau Road	Birch Narrows Rd	Ivy Trail	Black Bear Path
Lumberjack Lane	Greer Lake Road	Bonnie Lakes Rd	Lake Street	Brookwood Circle
Perkins Road	Happy Landing Rd	Buckskin Lane	Manhattan Drive	Eagle Street
Pine Bay Drive	Hilltop Drive	Dancing Bear Drive	Malinda Shores Rd	Northern Terrace
Pine Bay Trail	Malinda Shores Rd	Duckwood Trail	Ojibway Circle	Wild Wind Ranch Dr
Red Pine Drive	Pine View Lane	East Shore Circle	Ostlund Avenue	Willwood Lane
Red Pine Road	Riverwood Lane	East Shore Road	Ox Lake Landing	
Shamrock Road	Riverwood Trail	Ginsing Patch Road	Red Pine Road	
Shores Drive	Shadywood Street	Gordon Circle	Sandra Road	
Sleepy Valley Road	Shafer Road	Ivy Lane	Sleepy Valley Road	
South Landing	Serenity Lane	Kimberly Road	Twin Bay Drive	
Sugar Loaf Road	Sylva Lane	Moccasin Drive	Vista Drive	
Sunrise Boulevard	Summit Avenue	Northern Terrance		
Tamarack Lane	Whitebirch Lane	Red Oak Circle		
Tamarack Road	Whitefish Avenue	Rush Lane		
Tamarack Trail	Wilderness Pkwy	Rushmoor Blvd		
Urbans Point Road	Wildwood Drive	Rushmoor Trail		
Velvet Lane	Wildwood Trail	Sand Point Drive		
Wolf Trail		Scenic Court		
Woodland Drive		Sequoia Drive		
Wilderness Trail		Silver Peak Road		
		Staley Lane		
		Tamarack Road		
		Wilderness Trail		
		Whipple Drive		
		White Oak Drive		



F.I.B.

February 26, 2026

Mr. Jackson Purfeerst, Mayor  
 Ms. Lori Conway, City Administrator  
 City of Crosslake  
 13888 Daggett Bay Road  
 Crosslake, MN 56442

**RE: General Obligation Improvement Bonds, 2026A**

Honorable Mayor Purfeerst, Members of the City Council, and Ms. Conway:

The purpose of this letter is to provide information regarding our financing recommendations for the 2025 street improvement projects. These projects were completed this past fall in partnership with Crow Wing County for the City of Crosslake. Based on the reimbursement resolution approved September 16, 2025, the City may reimburse itself with bond proceeds for these improvement projects.

**Overview of Project and Component Costs**

The major component costs and sources of funds are detailed below:

Final Construction Costs	1,204,168.94
Engineering/Construction Services	281,793.81
Admin/Legal	7,507.90
<b>Total Project Costs</b>	<b>1,493,470.65</b>
Plus Issuance Costs (including Discount)	64,630.00
Less: City Contribution	(125,314.61)
Less: Prepaid Special Assessments	(172,786.04)
<b>RECOMMENDED SIZE OF BOND ISSUE</b>	<b>1,260,000.00</b>

**Statutory Authority**

Cities must cite the specific statutory authority they intend to use before issuing general obligation bonds. In this instance, we are advising these bonds to be issued using General Obligation Improvement Bonds, with authority provided Minnesota Statutes Chapters 429 and 475. This statute requires at least 20% of city project costs to be assessed to benefitted properties. The City has already certified assessments in the amount of \$669,295, with constitutes roughly 43% of the borrowing, well above the statutory requirement. This debt does not count against any statutory net debt limits.

**Payment and Revenue Requirements**

The proposed issue will have annual debt service payment of approximately \$145,000 per year for a 10-year term which will be funded by a combination of tax levy and special assessments.

The city levied \$100,000 for collection in 2026 for this proposed bond, which allows a tax levy to be pledged beginning February 1, 2027. As I noted above, the city certified the special assessment, also for collection in 2026, with an estimated annual collection of \$63,522.

The city will pledge roughly \$126,000 from a previous levy collected in 2025 dedicated to this project to reduce the borrowing. This is shown as a city contribution on the bond schedule. The city also received roughly \$172,786 from prepaid special assessments that will also reduce the overall borrowing.

Please refer to the attached exhibit for bond details.

**\$1,260,000 General Obligation Bonds, 2026A**

If the Council chooses to fund this project in the manner proposed, David Drown Associates, Inc. recommends the project costs be financing through the issuance of \$1,260,000 of General Obligation Improvement Bonds through a competitive, rated sale process.

Key elements of the proposed issue are:

- Approximate 10-year term consistent with the special assessment term and related collections.
- Callable any time after 2/1/2033 @ par plus accrued interest.
- Offer up to 1.30% discount allowance.
- Standard & Poor's Rating (cost of rating more than offset by interest rate savings)
- Full Disclosure. The City already does full disclosure so no additional costs are incurred by pledging this type of disclosure.

**Schedule and Issuance**

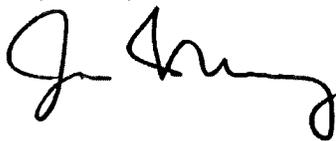
The proposed schedule for putting the project financing in place is as follows:

March 9, 2026,	Set Sale Resolution
April 13, 2026,	Award borrowing
April 27, 2026,	Closing

If the Council determines to proceed with the formal borrowing, it would be appropriate to act upon the enclosed resolution authorizing the sale process.

Thank you for your time and consideration of this material. Please feel free to contact me with any questions.

Respectfully,



Jason Murray  
Senior Associate

Enclosures

F.  
L.  
C.

EXTRACT OF MINUTES OF A MEETING OF THE  
CITY COUNCIL OF THE  
CITY OF CROSSLAKE, MINNESOTA

HELD: March 9, 2026

Pursuant to due call, a regular meeting of the City Council of the City of Crosslake, Crow Wing County, Minnesota, was duly held at the City Hall on March 9, 2026, at 6:00 P.M., for the purpose, in part, of calling a public hearing on a street reconstruction plan and the intent to issue general obligation street reconstruction bonds.

The following members were present:

and the following were absent:

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

RESOLUTION NO. \_\_\_\_\_

RESOLUTION CALLING A PUBLIC HEARING ON THE PROPOSAL TO ADOPT A  
STREET RECONSTRUCTION PLAN AND THE INTENT TO ISSUE GENERAL  
OBLIGATION STREET RECONSTRUCTION BONDS

WHEREAS, the City of Crosslake, Minnesota (the "City"), proposes that it is the best interest of the City to issue and sell general obligation street reconstruction bonds pursuant to Minnesota Statutes, Section 475.58, subdivision 3b, as amended (the "Act"), to finance the cost of street reconstruction projects, as described in the proposed street reconstruction plan described below, a copy of which is on file in the City Administrator's office; and

WHEREAS, pursuant to the Act, the City is authorized to issue and sell general obligation street reconstruction bonds to finance street reconstruction under the circumstances and within the limitations set forth in the Act; and the Act provides that street reconstruction projects may be financed with general obligation street reconstruction bonds, following adoption of a street reconstruction plan, after a public hearing on the street reconstruction plan and on the issuance of general obligation street reconstruction bonds and other proceedings conducted in accordance with the requirements of the Act; and

WHEREAS, pursuant to the Act, the City has undertaken to prepare a five-year street reconstruction plan, which describes the streets to be reconstructed, the estimated costs and any planned reconstruction of other streets in the City, including the issuance of general obligation street reconstruction bonds under the Act (the "Plan"), to determine the funding strategy for street reconstruction projects.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Crosslake, Minnesota, as follows:

1. Public Hearing. The Council hereby determines to call for and to hold a public hearing on the Plan and the issuance of general obligation street reconstruction bonds thereunder

at a meeting of the Council to be held on April 13, 2026, commencing at approximately 6:15 p.m.

2. Publication. The staff of the City is hereby authorized and directed to cause the Notice of Public Hearing which is attached to this Resolution to be published in the City's official newspaper not more than 28 and not less than 10 days prior to the scheduled public hearing date.

The motion for the adoption of the foregoing resolution was duly seconded by member \_\_\_\_\_ and, after a full discussion thereof and upon a vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

Whereupon the resolution was declared duly passed and adopted.

Passed this 9th day of March, 2026.

---

Jackson Purfeerst  
Mayor

ATTEST:

---

Lori A. Conway  
City Administrator (SEAL)

STATE OF MINNESOTA  
COUNTY OF CROW WING  
CITY OF CROSSLAKE

I, the undersigned, being the duly qualified and acting City Clerk of the City of Crosslake, Minnesota, DO HEREBY CERTIFY that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true and complete transcript of the minutes of a meeting of the City Council, duly called and held on the date therein indicated, insofar as such minutes relate to calling a public hearing on a street reconstruction plan and the issuance of general obligation street reconstruction bonds.

WITNESS my hand on March 9, 2026.

---

City Clerk

CITY OF CROSSLAKE, MINNESOTA

NOTICE OF PUBLIC HEARING  
ON THE PROPOSAL TO ADOPT A STREET RECONSTRUCTION PLAN AND THE  
INTENT TO ISSUE GENERAL OBLIGATION STREET RECONSTRUCTION BONDS

Notice is hereby given that the City Council of the City of Crosslake, Minnesota, will meet on Monday, April 13, 2026, at approximately 6:15 p.m. at the Crosslake City Hall, 13888 Daggett Bay Road, Crosslake, Minnesota, for the purpose of conducting a public hearing on (a) the proposal to adopt a five year street reconstruction plan and (b) the intent to issue general obligation street reconstruction bonds not to exceed approximately \$5,700,000, under its street reconstruction plan for street reconstruction improvements described in the street reconstruction plan.

All persons may appear at the public hearing and present their views to the Council orally or in writing.

If a petition requesting a vote on the issuance of the general obligation street reconstruction bonds is signed by voters equal to five percent of the votes cast in the last municipal general election and is filed with the City Administrator within 30 days of the public hearing, the City may issue the general obligation street reconstruction bonds only after obtaining the approval of a majority of the voters voting on the question of the issuance of the general obligation street reconstruction bonds.

By order of the City Council

March 9, 2026

By: Lori Conway

City Administrator

F. l. d.

EXTRACT OF MINUTES OF A MEETING OF THE  
CITY COUNCIL OF THE  
CITY OF CROSSLAKE, MINNESOTA

HELD: March 9, 2026

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 9<sup>th</sup> day of March, 2026, beginning at 6:00 o'clock P.M. for the purpose, in part, of authorizing the competitive negotiated sale of the \$1,260,000 General Obligation Improvement Bonds, Series 2026A, of said City.

The following Council Members were present:  
and the following were absent:

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

RESOLUTION NO. 26-\_\_  
PROVIDING FOR THE COMPETITIVE NEGOTIATED SALE OF  
\$1,260,000 GENERAL OBLIGATION IMPROVEMENT BONDS, SERIES 2026A

A. WHEREAS, the City Council of the City of Crosslake, Minnesota (the "City"), has heretofore determined that it is necessary and expedient to issue the City's \$1,260,000 General Obligation Improvement Bonds, Series 2026A (the "Bonds"), to finance costs associated with the City's 2025 street improvement projects (the "Project"), located within the City; and

B. WHEREAS, the City has retained David Drown Associates, Inc., in Minneapolis, Minnesota ("David Drown"), as its independent municipal advisor for the Bonds and is therefore authorized to sell the Bonds by a competitive negotiated sale in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9):

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Crosslake, Minnesota, as follows:

1. Authorization. The Council hereby authorizes David Drown to solicit bids for the competitive negotiated sale of the Bonds.
2. Meeting; Bid Opening. The Council shall meet at the time and place specified in the Terms of Offering attached hereto as Exhibit A for the purpose of considering sealed bids for, and awarding the sale of, the Bonds. The City Administrator, or designee, shall open bids at the time and place specified in such Terms of Offering.
3. Terms of Offering. The terms and conditions of the Bonds and the negotiation thereof are fully set forth in the "Terms of Offering" attached hereto as Exhibit A and hereby approved and made a part hereof.

4. Official Statement. In connection with said competitive negotiated sale, the officers or employees of the City are hereby authorized to cooperate with David Drown and participate in the preparation of an official statement for the Bonds and to execute and deliver it on behalf of the City upon its completion.

The motion for the adoption of the foregoing resolution was duly seconded by Council member \_\_\_\_\_ and, after full discussion thereof and upon a vote being taken thereon, the following Council members voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

Approved this 9<sup>th</sup> day of March, 2026.

---

Jackson Purfeerst  
Mayor

ATTEST:

---

Lori A. Conway  
City Administrator (SEAL)

STATE OF MINNESOTA  
COUNTY OF CROW WING  
CITY OF CROSSLAKE

I, the undersigned, being the duly qualified and acting City Administrator of the City of Crosslake, Minnesota, DO HEREBY CERTIFY that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true and complete transcript of the minutes of a meeting of the City Council of said City, duly called and held on the date therein indicated, insofar as such minutes relate to the City's \$1,260,000 General Obligation Improvement Bonds, Series 2026A.

WITNESS my hand as such City Administrator of the City this 9<sup>th</sup> day of March,  
2026.

---

Lori Conway, City Administrator

## **EXHIBIT A**

### **TERMS OF OFFERING**

**City of Crosslake, Minnesota**

**\$1,260,000**

**General Obligation Improvement Bonds, Series 2026A**

**(BOOK ENTRY ONLY)**

### **TERMS OF PROPOSAL**

Proposals for the Bonds will be received on Monday, April 13, 2026 at 11:00 A.M. Central Time, at the offices of David Drown Associates, Inc., 5029 Upton Avenue South, Minneapolis, Minnesota, after which time they will be opened and tabulated. Consideration for award of the Bonds will be by the City Council of the City of Crosslake (the "City") at 6:00 P.M., Central Time, on that same date.

### **SUBMISSION OF PROPOSALS**

Proposals may be submitted in a sealed envelope or by fax (612) 605-2375 to David Drown Associates, Inc. Signed Proposals, without final price or coupons, may be submitted to David Drown Associates, Inc. prior to the time of sale. The bidder shall be responsible for submitting to David Drown Associates, Inc. the final Proposal price and coupons, by telephone (612) 920-3320 or fax (612) 605-2375 for inclusion in the submitted Proposal. David Drown Associates, Inc. will assume no liability for the inability of the bidder to reach David Drown Associates, Inc. prior to the time of sale specified above.

Notice is hereby given that electronic proposals will be received via PARITY<sup>®</sup>, in the manner described below, until 11:00 A.M., local time on April 13<sup>th</sup> 2026. Bids may be submitted electronically via PARITY<sup>®</sup> pursuant to this Notice until 11:00 A.M., local time, but no bid will be received after the time for receiving bids specified above. To the extent any instructions or directions set forth in PARITY<sup>®</sup> conflict with this Notice, the terms of this Notice shall control. For further information about PARITY<sup>®</sup>, potential bidders may contact David Drown Associates, Inc. or PARITY<sup>®</sup> at (212) 806-8304.

Neither the City of Crosslake nor David Drown Associates, Inc. assumes any liability if there is a malfunction of PARITY. All bidders are advised that each Proposal shall be deemed to constitute a contract between the bidder and the City to purchase the Bonds regardless of the manner of the Proposal submitted.

### **DETAILS OF THE BONDS**

The Bonds will be dated April 27, 2026, as the date of original issue, and will bear interest payable on February 1 and August 1 of each year, commencing February 1, 2027. Interest will be computed on the basis of a 360-day year of twelve 30-day months. The Bonds will mature February 1 in the years and amounts as follows:

<u>Year</u>	<u>Amount</u>
2027	\$ 120,000
2028	115,000
2029	115,000
2030	120,000
2031	125,000
2032	125,000
2033	130,000
2034	135,000
2035	135,000
2036	140,000

### **TERM BOND OPTION**

Bids for the bonds may contain a maturity schedule providing for a combination of serial bonds and term bonds. All term bonds shall be subject to mandatory sinking fund redemption and must conform to the maturity schedule set forth above at a price of par plus accrued interest to the date of redemption. In order to designate term bonds, the bid must specify as provided on the Proposal Form.

### **BOOK ENTRY SYSTEM**

The Bonds will be issued by means of a book entry system with no physical distribution of Bonds made to the public. The Bonds will be issued in fully registered form and one Bond, representing the aggregate principal amount of the Bonds maturing in each year, will be registered in the name of Cede & Co. as nominee of The Depository Trust Company ("DTC"), New York, New York, which will act as securities depository of the Bonds. Individual purchases of the Bonds may be made in the principal amount of \$5,000 or any multiple thereof of a single maturity through book entries made on the books and records of DTC and its participants. Principal and interest are payable by the registrar to DTC or its nominee as registered owner of the Bonds. Transfer of principal and interest payments to participants of DTC will be the responsibility of DTC; transfer of principal and interest payments to beneficial owners by participants will be the responsibility of such participants and other nominees of beneficial owners. The purchaser, as a condition of delivery of the Bonds, will be required to deposit the Bonds with DTC.

### **REGISTRAR**

The City will name Northland Bond Services, a division of First National Bank of Omaha, Minneapolis, MN, as registrar for the Bonds. Northland Bond Services shall be subject to applicable SEC regulations. The City will pay for the services of the registrar.

### **OPTIONAL REDEMPTION**

The City may elect on February 1, 2034 and on any day thereafter, to prepay Bonds due on or after February 1, 2035. Redemption may be in whole or in part and if in part at the option of the City and in such manner as the City shall determine. If less than all Bonds of a maturity are called for

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redemption, the City will notify DTC of the particular amount of such maturity to be prepaid. DTC will determine by lot the amount of each participant's interest in such maturity to be redeemed and each participant will then select by lot the beneficial ownership interests in such maturity to be redeemed. All prepayments shall be at a price of par plus accrued interest.

## **SECURITY AND PURPOSE**

The Bonds will be general obligations of the City for which the City will pledge its full faith and credit and power to levy direct general ad valorem taxes. In addition to tax levies, the City will pledge special assessments to benefitted properties. The proceeds will finance costs associated with the City's 2025 street improvement projects.

## **TYPE OF PROPOSALS**

Proposals shall be for not less than \$1,243,620.00 (98.70%) and accrued interest on the total principal amount of the Bonds. The apparent low-bidder as notified by David Drown Associates, Inc. shall wire, to a designated account, a good faith amount of \$25,200.00 by 3:00 p.m. on the date of sale. If the good faith wire transfer is not in process prior to the award, the City shall retain the right to reject the bid. In the event the purchaser fails to comply with the accepted proposal, said amount will be retained by the City. No proposal can be withdrawn or amended after the time set for receiving proposals unless the meeting of the City scheduled for award of the Bonds is adjourned, recessed, or continued to another date without award of the Bonds having been made. Rates shall be in integral multiples of 5/100 or 1/8 of 1%. Rates must be in ascending order. Bonds of the same maturity shall bear a single rate from the date of the Bonds to the date of maturity. No conditional proposals will be accepted.

## **AWARD**

The Bonds will be awarded on the basis of the lowest interest rate to be determined on a net interest cost (NIC) basis. The City's computation of the interest rate of each proposal, in accordance with customary practice, will be controlling. The City will reserve the right to waive non-substantive informalities of any proposal or of matters relating to the receipt of proposals and award of the Bonds, reject all proposals without cause, and reject any proposal, which the City determines to have failed to comply with the terms herein.

## **MATURITY ADJUSTMENTS**

The City reserves the right to increase or decrease the principal amount of the Bonds on the day of sale, in increments of \$5,000 each. Increases or decreases may be made in any maturity. If any principal amounts are adjusted, the purchase price proposed will be adjusted to maintain the same gross spread per \$1,000.

## **ISSUE PRICE DETERMINATION**

In order to provide the City with information necessary for compliance with Section 148 of the Internal Revenue Code of 1986, as amended, and the Treasury Regulations promulgated thereunder (collectively, the "Code"), the Purchaser will be required to assist the City in

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establishing the issue price of the Bonds and shall complete, execute, and deliver to the City prior to the closing date, a written certification in a form acceptable to the Purchaser, the City, and Bond Counsel (the "Issue Price Certificate") containing the following for each maturity of the Bonds (and, if different interest rates apply within a maturity, to each separate CUSIP number within that maturity): (i) the interest rate; (ii) the reasonably expected initial offering price to the "public" (as said term is defined in Treasury Regulation Section 1.148-1(f) (the "Regulation")) or the sale price; and (iii) pricing wires or equivalent communications supporting such offering or sale price. However, such Issue Price Certificate may indicate that the Purchaser has purchased the Bonds for its own account in a capacity other than as an underwriter or wholesaler, and currently has no intent to reoffer the Bonds for sale to the public. Any action to be taken or documentation to be received by the City pursuant hereto may be taken or received on behalf of the City by David Drown Associates, Inc.

The City intends that the sale of the Bonds pursuant to this Terms of Offering shall constitute a "competitive sale" as defined in the Regulation based on the following:

- i. the City shall cause this Terms of Offering to be disseminated to potential bidders in a manner that is reasonably designed to reach potential bidders;
- ii. all bidders shall have an equal opportunity to submit a bid;
- iii. the City reasonably expects that it will receive bids from at least three bidders that have established industry reputations for underwriting municipal bonds such as the Bonds; and
- iv. the City anticipates awarding the sale of the Bonds to the bidder who provides a proposal with the lowest net interest cost, as set forth in this Terms of Offering (See "AWARD" herein).

Any bid submitted pursuant to this Terms of Offering shall be considered a firm offer for the purchase of the Bonds, as specified in the proposal. The Purchaser shall constitute an "underwriter" as said term is defined in the Regulation. By submitting its proposal, the Purchaser confirms that it shall require any agreement among underwriters, a selling group agreement, or other agreement to which it is a party relating to the initial sale of the Bonds, to include provisions requiring compliance with the provisions of the Code and the Regulation regarding the initial sale of the Bonds.

If all requirements of a "competitive sale" are not satisfied, the City shall advise the Purchaser of such fact prior to the time of award of the sale of the Bonds to the Purchaser. **In such event, any proposal submitted will not be subject to cancellation or withdrawal.** Within twenty-four (24) hours of the notice of award of the sale of the Bonds, the Purchaser shall advise the City and David Drown Associates, Inc. if a "substantial amount" (as defined in the Regulation) of any maturity of the Bonds (and, if different interest rates apply within a maturity, to each separate CUSIP number within that maturity) has been sold to the public and the price at which such substantial amount was sold. The City will treat such sale price as the "issue price" for such maturity, applied on a maturity-by-maturity basis. The City will not require the Purchaser to comply with that portion of the Regulation commonly described as the "hold-the-offering-price" requirement for the remaining maturities, but the Purchaser may elect such option. If the Purchaser exercises such option, the City will apply the initial offering price to the public provided in the proposal as the

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issue price for such maturities. If the Purchaser does not exercise that option, it shall thereafter promptly provide the City and David Drown Associates, Inc. the prices at which a substantial amount of such maturities are sold to the public; provided such determination shall be made and the City and David Drown Associates, Inc. notified of such prices not later than three (3) business days prior to the closing date.

### **BOND INSURANCE AT PURCHASER'S OPTION**

If the Bonds qualify for issuance of any policy of municipal bond insurance or commitment therefor at the option of the underwriter, the purchase of any such insurance policy or the issuance of any such commitment shall be at the sole option and expense of the purchaser of the Bonds. Any increased costs of issuance of the Bonds resulting from such purchase of insurance shall be paid by the purchaser, except that, if the City has requested and received a rating on the Bonds from a rating agency, the City will pay that rating fee. Any other rating agency fees shall be the responsibility of the purchaser. Failure of the municipal bond insurer to issue the policy after Bonds have been awarded to the purchaser shall not constitute cause for failure or refusal by the purchaser to accept delivery on the Bonds.

### **CUSIP NUMBERS**

If the Bonds qualify for assignment of CUSIP numbers such numbers will be printed on the Bonds, but neither the failure to print such numbers on any Bond nor any error with respect thereto will constitute cause for failure or refusal by the purchaser to accept delivery of the Bonds. The purchaser shall pay the CUSIP Service Bureau charge for the assignment of CUSIP identification numbers.

### **SETTLEMENT**

Within 40 days following the date of their award, the Bonds will be delivered without cost to the purchaser at a place mutually satisfactory to the City and the purchaser. Delivery will be subject to receipt by the purchaser of an approving legal opinion of bond counsel, and of customary closing papers, including a no-litigation certificate. On the date of settlement payment for the Bonds shall be made in federal, or equivalent, funds which shall be received at the offices of the City or its designee not later than 12:00 Noon, Central Time. Except as compliance with the terms of payment for the Bonds shall have been made impossible by action of the City, or its agents, the purchaser shall be liable to the City for any loss suffered by the City by reason of the purchaser's non-compliance with said terms for payment.

### **FULL CONTINUING DISCLOSURE**

On the date of the actual issuance and delivery of the Bonds, the City will be obligated with respect to more than \$10,000,000 of outstanding municipal securities, including the Bonds being offered hereby. In order to assist bidders in complying with SEC Rule 15c2-12, the City will covenant to provide certain financial and operating information that is customarily prepared and is publicly available and notices of certain material events to the limited extent required by SEC

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Rule 15c2-12(d)(2). A description of the City's undertaking is set forth in the Official Statement.

## **OFFICIAL STATEMENT**

The City has authorized the preparation of an Official Statement containing pertinent information relative to the Bonds, and said Official Statement will serve as a nearly final Official Statement within the meaning of Rule 15c2-12 of the Securities and Exchange Commission. For copies of the Official Statement or for any additional information prior to sale, any prospective purchaser is referred to the Financial Advisor to the City, David Drown Associates, Inc., 5029 Upton Avenue South, Minneapolis, Minnesota 55410, and telephone (612) 920-3320.

The Official Statement, when further supplemented by an addendum or addenda specifying the maturity dates, principal amounts and interest rates of the Bonds, together with any other information required by law, shall constitute a "Final Official Statement" of the City with respect to the Bonds, as that term is defined in Rule 15c2-12. By awarding the Bonds to any underwriter or underwriting syndicate submitting a proposal therefor, the City agrees that, no more than seven business days after the date of such award, it shall provide without cost to the senior managing underwriter of the syndicate to which the Bonds are awarded 5 copies of the Official Statement and the addendum or addenda described above. The City designates the senior managing underwriter of the syndicate to which the Bonds are awarded as its agent for purposes of distributing copies of the Final Official Statement to each Participating Underwriter. Any underwriter delivering a proposal with respect to the Bonds agrees thereby that if its proposal is accepted by the City (i) it shall accept such designation and (ii) it shall enter into a contractual relationship with all Participating Underwriters of the Bonds for purposes of assuring the receipt by each such Participating Underwriter of the Final Official Statement.

Dated: 9 March, 2026

BY ORDER OF THE CITY COUNCIL

/s/ Lori Conway  
City Administrator

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F. l. e.

RESOLUTION NO. \_\_\_\_\_  
RESOLUTION ESTABLISHING PROCEDURES  
RELATING TO COMPLIANCE WITH REIMBURSEMENT BOND  
REGULATIONS UNDER THE INTERNAL REVENUE CODE

BE IT RESOLVED by the City Council (the "Council") of the City of Crosslake, Minnesota (the "City"), as follows:

1. Recitals.

(a) The Internal Revenue Service has issued Treasury Regulations, Section 1.150-2 (as the same may be amended or supplemented, the "Regulations"), dealing with "reimbursement bond" proceeds, being proceeds of bonds used to reimburse the City for any project expenditure paid by the City prior to the time of the issuance of those bonds.

(b) The Regulations generally require that the City (as the issuer of or the primary obligor under the bonds) make a declaration of intent to reimburse itself for such prior expenditures out of the proceeds of subsequently-issued bonds, that such declaration be made not later than 60 days after the expenditure is actually paid, and that the issuance of bonds occur and the written reimbursement allocation be made from the proceeds of such bonds within 18 months after the later of (1) the date of payment of the expenditure or (2) the date the project is placed in service (but in no event more than 3 years after actual payment).

2. Official Intent Declaration. The Regulations, in the situations in which they apply, require the City to have declared an official intent (the "Declaration") to reimburse itself for previously-paid project expenditures out of the proceeds of subsequently-issued bonds. This Council hereby authorizes the City Clerk to make the City's Declarations or to delegate from time to time that responsibility to other appropriate City employees. Each Declaration shall comply with the requirements of the Regulations, including without limitation the following:

(a) Each Declaration shall be made not later than 60 days after payment of the applicable project cost and shall state that the City reasonably expects to reimburse itself for the expenditure out of the proceeds of a bond issue or similar borrowing. Each Declaration may be made substantially in the form of the Exhibit A which is attached to and made a part of this Resolution, or in any other format which may at the time comply with the Regulations.

(b) Each Declaration shall (1) contain a reasonably accurate description of the "project," as defined in the Regulations (which may include the property or program to be financed, as applicable), to which the expenditure relates and (2) state the maximum principal amount of bonds expected to be issued for that project.

(c) Care shall be taken so that the City, or its authorized representatives under this Resolution, not make Declarations in cases where the City does not reasonably expect that reimbursement bonds will be issued to finance the applicable project costs, and the

City officials are hereby authorized to consult with bond counsel to the City concerning the requirements of the Regulations and their application in particular circumstances.

(d) This Council shall be advised from time to time on the desirability and timing of the issuance of reimbursement bonds relating to project expenditures for which the City has made Declarations.

3. Reimbursement Allocations. If the City is acting as the issuer of the reimbursement bonds, the designated City officials shall also be responsible for making the “reimbursement allocations” described in the Regulations, being generally written allocations that evidence the City’s use of the applicable bond proceeds to reimburse the original expenditures.

4. Effect. This Resolution shall amend and supplement all prior resolutions and/or procedures adopted by the City for compliance with the Regulations (or their predecessor versions), and, henceforth, in the event of any inconsistency, the provisions of this Resolution shall apply and govern.

Adopted on March 9, 2026, by the City Council of the City of Crosslake, Minnesota.

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Jackson Purfeerst  
Mayor

ATTEST:

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Lori A. Conway  
City Administrator (SEAL)

CERTIFICATION

The undersigned, being the duly qualified and acting City Clerk of the City of Crosslake, Minnesota, hereby certifies the following:

The foregoing is true and correct copy of a Resolution on file and of official, publicly available record in the offices of the City, which Resolution relates to procedures of the City for compliance with certain IRS Regulations on reimbursement bonds. Said Resolution was duly adopted by the governing body of the City (the "Council") at a regular meeting of the Council held on March 9, 2026. The Council meeting was duly called, regularly held, open to the public, and held at the place at which meetings of the Council are regularly held.

Councilmember \_\_\_\_\_ moved the adoption of the Resolution, which motion was seconded by Councilmember \_\_\_\_\_.

A vote being taken on the motion, the following members of the Council voted in favor of the motion to adopt the Resolution:

and the following voted against the same:

Whereupon said Resolution was declared duly passed and adopted. The Resolution is in full force and effect and no action has been taken by the Council which would in any way alter or amend the Resolution.

WITNESS MY HAND officially as the City Clerk of the City of Crosslake, Minnesota, this March 9, 2026.

\_\_\_\_\_  
City Clerk  
City of Crosslake, Minnesota

EXHIBIT A

CITY OF CROSSLAKE, MINNESOTA  
DECLARATION OF OFFICIAL INTENT  
TO REIMBURSE FROM BOND PROCEEDS

The undersigned, being the duly appointed and acting City Clerk of the City of Crosslake, Minnesota (the "City"), for purposes of compliance with Treasury Regulations, Section 1.150-2 (the "Regulations"), under the Internal Revenue Code of 1986, as amended, hereby states and certifies as follows:

1. The undersigned is on the date hereof duly authorized by the City Council of the City pursuant to Resolution No. \_\_\_\_\_ to make and execute this Declaration of Official Intent (the "Declaration") for and on behalf of the City.

2. This Declaration relates to the following project, property or program (the "Project") and the costs thereof to be financed:

**2026 Road Improvement Project**

3. The City reasonably expects to reimburse itself for the payment of certain costs of the Project out of the proceeds of a bond issue or similar borrowing (the "Bonds") to be issued after the date of payment of such costs. As of the date hereof, the City reasonably expects that \$1,250,000 is the maximum principal amount of the Bonds which will be issued to finance the Project.

4. Each expenditure to be reimbursed from the Bonds is or will be a capital expenditure or a cost of issuance, or any of the other types of expenditures described in Section 1.150-2(d)(3) of the Regulations.

5. As of the date hereof, the statements and expectations contained in this Declaration are believed to be reasonable and accurate.

Date: March 9, 2026.

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City Clerk  
City of Crosslake, Minnesota

F. 2.

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

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

**DATE:** February 19, 2026

**SUBJECT:** Amend Budget Code

I request to amend the budget by moving one expense account into a new account to be in line with the Uniform Chart of Accounts.

I wish to remove \$6211 from 101-41940-382

To new Department 101-43160-381

Thank you.

Respectfully,

Lori A Conway  
City Administrator

TO: MAYOR AND CITY COUNCIL  
FR: LORI CONWAY, CITY ADMINISTRATOR  
RE: PERSONNEL  
DA: MARCH 9, 2026

**MEMORANDUM**

Re: Probationary Period Completions and Status Recommendations

I am writing to inform Council that Jody Grund will complete his six-month probationary period on March 15. He has received a positive performance review, and it is my recommendation that effective March 15 he be placed into full-time status and that he receives a step increase at that time, according to his letter of employment.

Additionally, Eric Klein has received a positive performance review and has recently passed his Class B Wastewater License test. Based on his successful completion of probation and this professional achievement, I recommend that he be placed into full-time permanent status effective March 29. I further recommend that he receive a step increase at that time, also in accordance with his letter of employment.

Thank you.

## PERSONNEL UPDATES and RECAP

### Month of March Year 2026

**HIRES**

Name	Position	Department	Employee Type	Effective	Pay Rate	Notes

**POSITION CHANGES**

Name	Position	Department	Employee Type	Effective	Pay Rate	Notes
Jody Grund	P/Z Admin	P/Z	Full Time	3/15/2026	\$45.46/hr	Step Increase Per Offer Letter
Erick Klein	Wastewater/Heavy Equip	PW	Full Time	3/29/2026	32.50/hr	Step Increase

**DEPARTURES**

Name	Position	Department	Employee Type	Effective	Pay Rate	Notes

**LEAVES**

Name	Position	Department	Employee Type	Effective	Pay Rate	Notes
	Administrative Assistant	Police Department	F/T	12/15/2025		Returns March 16th
	P/Z Coordinator	P/Z	F/T	12/3/2025		Attempt to return April 6th

F.  
4.

MEMO TO: City Council

FROM: Char Nelson, City Clerk

DATE: February 26, 2026

SUBJECT: Approval of Cannabis Business Registration Application

The City has received applications from Zorbaz Crosslake, Inc. and Patricks Cedar Chest for Initial Lower-Potency Hemp Edible Retailer Registration. All applicable payments and forms have been submitted. Motion is needed to approve the applications.

(Council Action – Motion)

G.l.a.

MEMO TO: City Council  
FROM: City Clerk  
DATE: February 18, 2026  
SUBJECT: 2026-2027 FIRE SERVICE CONTRACTS

The City of Manhattan Beach and the Township of Fairfield contract with the City of Crosslake for fire services. These contracts are reviewed and approved by the City Council each year and forwarded to the respective City and Township for renewal by April 1<sup>st</sup>. The cost of the contract is based on 3.5% of tax capacity for that portion of the City or Township covered by Crosslake. The amount is payable upon execution of the agreement between both municipalities.

A motion is required to renew these contracts for the period of April 1, 2026 through March 31, 2027 for the two municipalities. (Council Action-Motion)

<u>Municipality</u>	<u>Tax Capacity</u>	<u>% of Tax Capacity</u>	<u>Amount</u>
Manhattan Beach	\$719,845	3.5%	\$25,194.58
Fairfield Township (Sections 6, 7, 8, 9, 16, 17, 18, 19, 20, 21, 28, 29, 30, 31, 32 and 33)	\$1,195,201	3.5%	\$41,832.04

Attachments

2025-2026 Amounts - Information Only

<u>Municipality</u>	<u>Tax Capacity</u>	<u>% of Tax Capacity</u>	<u>Amount</u>
Manhattan Beach	\$606,073	3.5%	\$21,212.56
Fairfield Township (Sections 6, 7, 8, 9, 16, 17, 18, 19, 20, 21, 28, 29, 30, 31, 32 and 33)	\$1,078,224	3.5%	\$37,737.84

**CROSSLAKE FIRE DISTRICTS****FINAL PAYABLE 2026  
2025 Assessment, Taxes Payable 2026**

	Total Tax Capacity	***** Market Value ***** Land	***** Building
City of Crosslake (All)	30,344,778	1,514,055,711	1,139,639,812
Fairfield Township (part) All of Sec 6-9; 16-21; & 28-33 (VALBYSEC)	1,195,201	64,225,776	53,179,599
City of Manhattan Beach (All)	719,845	37,610,955	25,997,147

G.  
2.  
a.

**RESOLUTION NO. 26-\_\_  
CITY OF CROSSLAKE  
COUNTY OF CROW WING  
STATE OF MINNESOTA**

**RESOLUTION APPROVING COUNTY PROJECT WITHIN MUNICIPAL  
CORPORATE LIMITS**

WHEREAS, plans for Project No. SP 018-666-003 showing proposed Bridge Reconditioning on County State Aid Highway (CSAH) 66, over Daggett Brook, within the limits of the City of Crosslake as a County Project have been prepared and presented to the City of Crosslake.

NOW, THEREFORE, BE IT RESOLVED: That said plans be in all things approved.

Dated this 9th day of March, 2026.

\_\_\_\_\_  
Mayor

CERTIFICATION

I hereby certify that the foregoing Resolution is a true and correct copy of a resolution presented to and adopted by the City Council of Crosslake at a meeting therefor held in the City of Crosslake, Minnesota, on the 9th day of March, 2026, as disclosed by the records of said City in my possession.

\_\_\_\_\_  
City Administrator

(Seal)

PLAN SYMBOLS

- QUARTER SECTION LINE
- SECTION LINE
- SIXTEENTH SECTION LINE
- STATE BOUNDARY
- TOWNSHIP LINE
- CONTOUR - INDEX
- CONTOUR - INTERMEDIATE
- ROAD - TRAIL
- ROAD - GRAVEL (UNIMPROVED)
- ROADWAY
- ROAD - SHOULDER GRAVEL
- PARKING - GRAVEL (UNIMPROVED)
- PARKING
- ROAD - CENTERLINE
- ENTRANCE
- CURB
- GUARDRAIL
- EXISTING STEAM
- EXISTING GAS MAIN
- EXISTING SANITARY SEWER
- EXISTING STORM DRAIN
- EXISTING WATER MAIN
- EXISTING ELEC-UG
- EXISTING TEL-UG
- EXISTING TV-UG
- PROPOSED STEAM
- PROPOSED GAS MAIN
- PROPOSED SANITARY SEWER
- PROPOSED STORM DRAIN
- PROPOSED WATER MAIN
- PROPOSED ELEC-UG
- PROPOSED TEL-UG
- PROPOSED TV-UG
- PROPOSED SUB-DRAIN
- CULVERT - (LINE)
- EXISTING RIGHT OF WAY
- PROPERTY LINE
- FENCE - CHAINLINK
- FENCE - UNIDENTIFIED
- FENCE - BARB WIRE
- SIDEWALK - BITUMINOUS
- RAILROADS
- PAINTED STREET SYMBOLS
- CROSSWALK LINES
- ALLEYS - NO CURBS, CONCRETE
- RECREATIONAL PATHS
- TREE - UNIDENTIFIED (LINE)
- HEDGE

UTILITY SYMBOLS

- PROPERTY CORNER
- CONTROL POINT
- WATER METER
- WELL
- PEDESTAL (TELEPHONE CABLE TERMINAL)
- PEDESTAL (TELEVISION CABLE TERMINAL)
- PARKING METER - SINGLE
- PARKING METER - DOUBLE
- FIRE HYDRANT
- GAS SHUT OFF VALVE
- GAS VALVE
- WATER SHUT OFF VALVE
- WATER VALVE
- EXISTING CATCH BASIN
- EXISTING ELECTRIC MANHOLE
- EXISTING GAS MANHOLE
- EXISTING SANITARY MANHOLE
- EXISTING STEAM MANHOLE
- EXISTING STORM MANHOLE
- EXISTING TELEPHONE MANHOLE
- EXISTING TELEPHONE VAULT
- EXISTING TELEVISION MANHOLE
- EXISTING WATER MANHOLE
- EXISTING WATER & GAS MANHOLE
- PROPOSED CATCH BASIN
- PROPOSED ELECTRIC MANHOLE
- PROPOSED GAS MANHOLE
- PROPOSED SANITARY MANHOLE
- PROPOSED STEAM MANHOLE
- PROPOSED STORM MANHOLE
- PROPOSED TELEPHONE MANHOLE
- PROPOSED TELEPHONE VAULT
- PROPOSED TELEVISION MANHOLE
- PROPOSED WATER MANHOLE
- PROPOSED WATER & GAS MANHOLE
- ANODE
- ELECTRICAL BOX
- ELECTRICAL VAULT
- ELECTRICAL HAND HOLE (PULL BOX)
- ELECTRICAL METER
- ELECTRICAL PANEL
- ELECTRICAL TRANSFORMER BOX
- EXISTING LIGHT POLE
- PROPOSED LIGHT POLE
- LITE ON POWER POLE
- POLE - ELECTRICAL W/TRANSFORMER
- LUMIN
- LUMIN2
- POWER POLE
- SIGNAL VAULT
- TRAFFIC SIGNAL
- TRAFFIC SIGNAL POLE
- ANCHOR
- BUSH
- SWAMP - (SYMBOL)
- TREE - UNIDENTIFIED (SYMBOL)
- TREE - EVERGREEN
- SOIL BORING
- SIGN - UNIDENTIFIED (SYMBOL)
- MONUMENT

# MINNESOTA DEPARTMENT OF TRANSPORTATION CROW WING COUNTY

CONSTRUCTION PLAN FOR: BRIDGE DECK SCARIFY AND OVERLAY, APPROACH PANEL CONSTRUCTION, AND OTHER MISCELLANEOUS REHABILITATION ACTIVITIES

LOCATED: ON C.S.A.H. 66 OVER THE DAGGETT BROOK 0.9 MILES NORTH OF THE JUNCTION WITH C.S.A.H. 3, IN CROSS LAKE

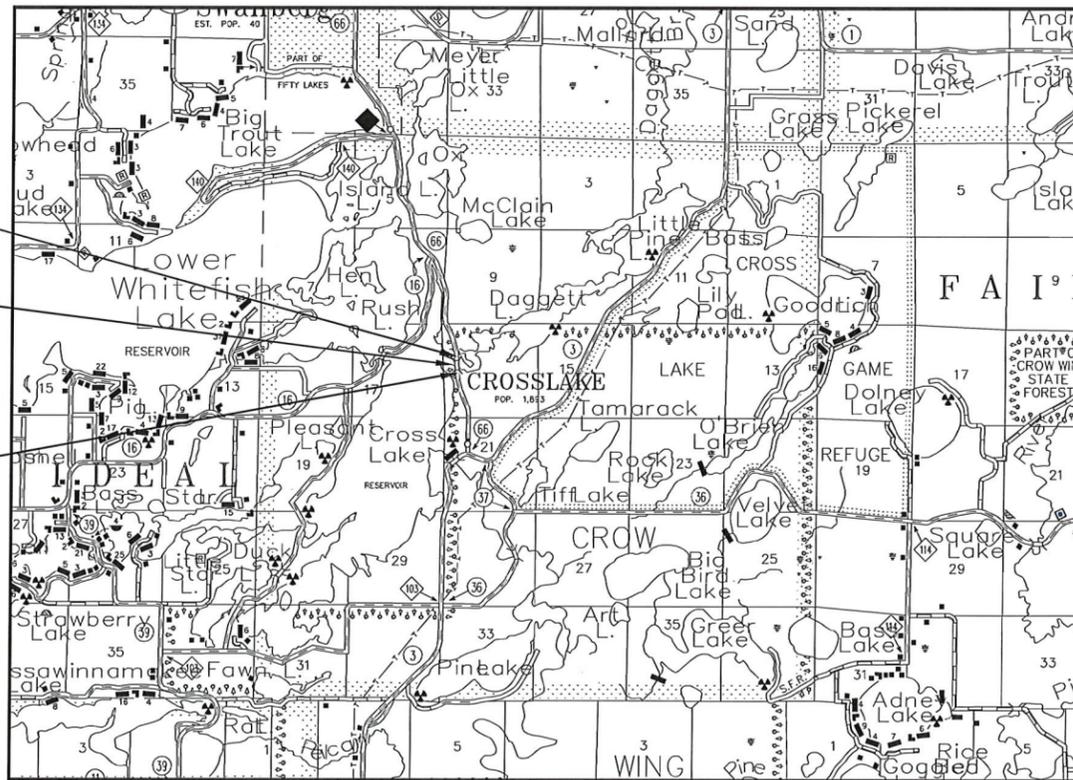
FROM A POINT THAT IS APPROX. 2950' NORTH AND 350' EAST OF THE S.W. CORNER OF SECT. 16, T137N, R27W TO A POINT THAT IS APPROX. 2950' NORTH AND 350' EAST OF THE S.W. CORNER OF SECT. 16, T137N, R27W (LEGAL DESCRIPTION)

SUBSURFACE UTILITY NOTE

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF C/ASCE 38-22, ENTITLED "STANDARD GUIDELINE FOR INVESTIGATING AND DOCUMENTING EXISTING UTILITIES".

STATE PROJ. NO. 018-666-003

GROSS LENGTH	533.50 FEET	0.101 MILES
BRIDGES-LENGTH	184.50 FEET	0.035 MILES
EXCEPTIONS-LENGTH	FEET	MILES
NET LENGTH	533.50 FEET	0.101 MILES



INDEX MAP

**WARNING**  
LOCATION OF UNDERGROUND UTILITIES TO BE VERIFIED BY CONTRACTOR. CALL BEFORE DIGGING. GOPHER STATE ONE CALL 811 OR 1-800-252-1166 REQUIRED BY LAW

PLAN REVISIONS		
DATE	SHEET NO.	APPROVED BY

PLAN SCALES

PLAN	0" = 12'
PROFILE	0" HORZ. = 100' VERT. = 10'
INDEX MAP	0" = 5000'



PROJECT LOCATION  
CROW WING COUNTY  
SEC. 16, T137N, R27W



21 W. Superior St., Ste. 500 | Duluth, MN 55802 | 218.727.8446 | Proj. No. 220690

MINN. PROJ. NO. STBG 1826(165)

GOVERNING SPECIFICATIONS

THE 2025 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN.

ALL TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE LATEST MMUTCD, INCLUDING THE LATEST FIELD MANUAL.

INDEX

SHEET NO.	DESCRIPTION
1	TITLE SHEET
2	GENERAL PLAN AND ELEVATION
3	SUMMARY OF ESTIMATED QUANTITIES, NOTES AND STANDARD PLATES
4	TRANSVERSE SECTIONS
5	STAGING SECTIONS
6-8	CONSTRUCTION DETAILS
9-13	BARRIER DETAILS
14	APPROACH ROADWAY CONSTRUCTION DETAILS
15-19	APPROACH PANEL DETAILS
20-25	GUARDRAIL DETAILS
26	SQUARE TUBE POST DETAIL
27	AS-BUILT BRIDGE DATA
28-32	TRAFFIC CONTROL
33	TYPICAL MILL AND OVERLAY SECTION
34	METAL RAILING MODIFICATIONS

THIS PLAN CONTAINS 34 SHEETS

DESIGN DESIGNATION

ADT (Current Year) 2026	= 6467	R VALUE =
ADT (Future Year) 2046	= 8408	ESAL'S =
D (Directional Distr.)	= 50%	
T (Heavy Commercial)	=	
Proj. Soil Factor	= 130	
Driving Lane	= 2 @ 12'	
Shoulder Width	= 10'	
Design Loading Road	= 10 TON	
Posted Speed	35 mp/h	
Based on STOPPING Sight Distance		
Height Of Eye	3.5' ft	Height Of Object 2.0' ft
Design Speed not achieved at:		

Functional Classification: MINOR ARTERIAL

Traffic Lanes: 2

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

ENGINEER: CHRISTOPHER J. MILLER . . . . . LIC. NO. 49840

SIGNATURE: *Christopher J. Miller* . . . . . DATE 02/05/2026

APPROVED: *Quality V. Berry* 2/5/2026 . . . . .20 . . . . .  
CROW WING COUNTY ENGINEER

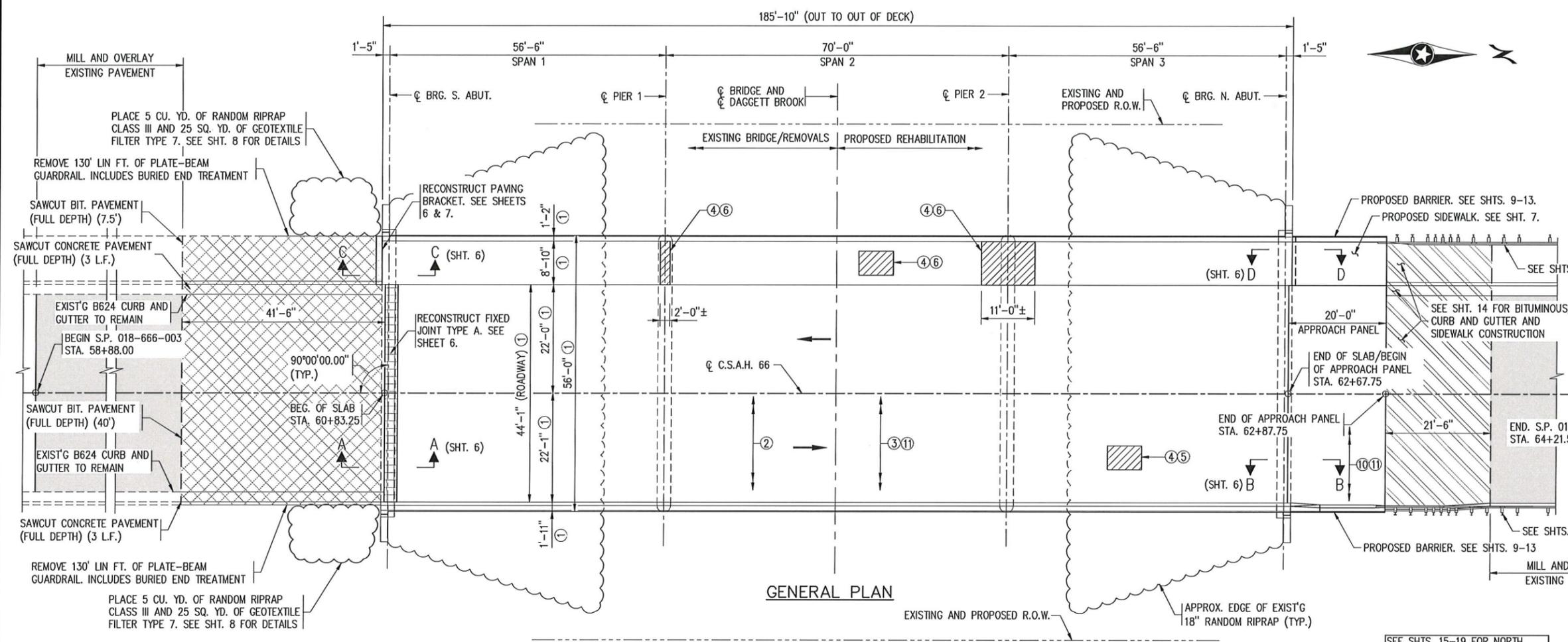
DISTRICT STATE AID ENGINEER: . . . . .20 . . . . .  
REVIEW FOR COMPLIANCE WITH STATE AID AND/OR FEDERAL AID RULES/POLICY

STATE AID ENGINEER: . . . . .20 . . . . .  
APPROVED FOR STATE AID/OR FEDERAL AID FUNDING

**DESIGN DATA**  
 NEW CONSTRUCTION DESIGNED IN ACCORDANCE WITH 2020 AASHTO LRFD BRIDGE DESIGN SPECIFICATIONS.  
 HL-93 LOADING  
 MATERIAL DESIGN PROPERTIES:  
 REINFORCED CONCRETE  
 $f_c = 4$  K.S.I.  
 $f_y = 60$  K.S.I. PLAIN AND EPOXY COATED BARS  
 $f_y = 75$  K.S.I. STAINLESS STEEL BARS  
 $n = 7.3$  FOR REINFORCEMENT  
 DESIGN SPEED:  
 OVER = 35 MPH  
 APPROXIMATE DECK AREA = 10,348 SQUARE FEET  
 2046 PROJECTED TRAFFIC VOLUMES  

ROADWAY OVER	ROADWAY UNDER
7547 ADT	N/A
DHV	N/A
ADTT	N/A

 HL 93 LRFR  
 BRIDGE OPERATING RATING FACTOR RF = 1.28



**GENERAL PLAN**

SEE SHTS. 15-19 FOR SOUTH APPROACH CONSTRUCTION DETAILS

SEE SHTS. 15-19 FOR NORTH APPROACH CONSTRUCTION DETAILS

**LEGEND:**

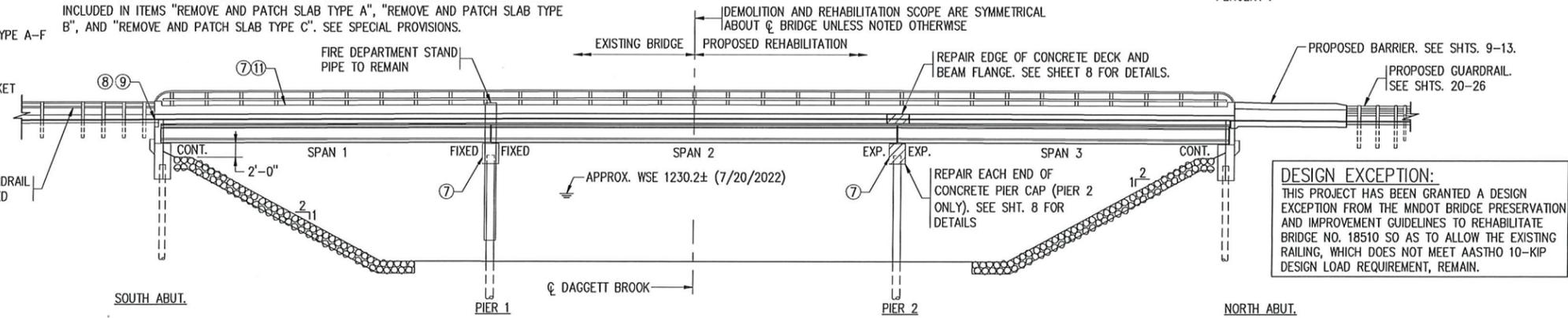
- REMOVE BITUMINOUS PAVEMENT (INCLUDING BITUMINOUS WALK) AND CONCRETE CURB AND GUTTER
- BITUMINOUS PAVEMENT
- RECONSTRUCT FIXED JOINT TYPE A
- REMOVE AND PATCH SLAB TYPE A-F
- RECONSTRUCT PAVING BRACKET
- MILL AND OVERLAY EXISTING PAVEMENT

**KEY NOTES:**

- DIMENSIONS AND COMPLETE WORK SCOPE TO BE SYMMETRICAL ABOUT CENTERLINE OF DAGGETT BROOK UNLESS NOTED OTHERWISE.
- DIMENSIONS AND STATIONING ARE FROM PLANS OF RECORD.
  - SCARIFY THE TOP 1 1/2 INCHES OF CONCRETE SLAB SURFACE IN TWO STAGES BETWEEN EXISTING CURBS. INCLUDED IN "SCARIFY BRIDGE DECK".
  - PLACE 2 INCH WEARING COURSE ON THE BRIDGE DECK IN TWO STAGES. INCLUDED IN ITEM "CONCRETE WEARING COURSE (3U17A) 2.0".
  - FOLLOWING BRIDGE DECK SCARIFICATION, SEAL STRUCTURAL CRACKS WITH EPOXY BY CHASE METHOD. INCLUDED IN ITEM "SEAL CRACKS WITH EPOXY BY CHASE METHOD".
  - REMOVE AND PATCH AREAS OF DELAMINATED BRIDGE DECK. AREAS OF REMOVAL SHALL BE OUTLINED BY CONTRACTOR AND APPROVED BY THE ENGINEER PRIOR TO ANY REMOVALS. INCLUDED IN ITEMS "REMOVE AND PATCH SLAB TYPE A", "REMOVE AND PATCH SLAB TYPE B", AND "REMOVE AND PATCH SLAB TYPE C". SEE SPECIAL PROVISIONS.

- REMOVE AND PATCH AREAS OF DELAMINATED SIDEWALK. AREAS OF REMOVAL SHALL BE OUTLINED BY CONTRACTOR AND APPROVED BY THE ENGINEER PRIOR TO ANY REMOVALS. AREAS DIMENSIONED ABOVE ARE THE AREAS OF HEAVY DELAMINATION OBSERVED DURING 2022 INSPECTION. IN ADDITION TO AREAS DIMENSIONED, CONTRACTOR SHALL OUTLINE ANY ADDITIONAL AREAS OF CONCRETE SIDEWALK DELAMINATION FOR REMOVAL. INCLUDED IN ITEMS "REMOVE AND PATCH SLAB TYPE D", "REMOVE AND PATCH SLAB TYPE E", AND "REMOVE AND PATCH SLAB TYPE F"
- REMOVE EXISTING SPECIAL SURFACE FINISH FROM ALL EXPOSED SURFACES OF THE CONCRETE PORTION OF THE RAILINGS, EDGE OF SLAB, EDGE OF SIDEWALK, EDGE OF CURB, COPINGS AND PIER CAPS AND APPLY SPECIAL SURFACE FINISH II TO ALL EXPOSED SURFACES. REMOVAL OF EXISTING SPECIAL SURFACE FINISH AND APPLICATION OF NEW SPECIAL SURFACE FINISH TO BE INCLUDED IN ITEM "SPECIAL SURFACE FINISH (INPLACE)".

- REMOVE STEEL PROTECTION ANGLE AND RECONSTRUCT END OF BRIDGE SLAB. SEE SHTS. 6 & 7 FOR ADDITIONAL INFORMATION.
- RECONSTRUCT PAVING BRACKET. SEE SHTS. 6 & 7 FOR ADDITIONAL INFORMATION.
- PLACE 2 INCH WEARING COURSE ON THE THE APPROACH PANELS IN TWO STAGES. INCLUDED IN ITEM "CONCRETE WEARING COURSE (3U17A)".
- SEAL BRIDGE DECK (FOLLOWING PLACEMENT OF WEARING COURSE), SIDEWALK, AND BARRIERS. INCLUDED IN ITEM "SILANE 100 PERCENT".



**GENERAL ELEVATION**

**DESIGN EXCEPTION:**  
 THIS PROJECT HAS BEEN GRANTED A DESIGN EXCEPTION FROM THE MNDOT BRIDGE PRESERVATION AND IMPROVEMENT GUIDELINES TO REHABILITATE BRIDGE NO. 18510 SO AS TO ALLOW THE EXISTING RAILING, WHICH DOES NOT MEET AASHTO 10-KIP DESIGN LOAD REQUIREMENT, REMAIN.

**LHB**  
 21 W. Superior St., Ste. 500 | Duluth, MN 55802 | 218.727.8446 | Proj. No. 220690

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

SIGNED: *Christopher J. Miller*  
 BY: CHRISTOPHER J. MILLER  
 DATE: 02/05/2026 LICENSE NO. 49840

APPROVED: *John V. Barry* 2/5/2026  
 CROW WING COUNTY ENGINEER DATE

C.S.A.H. 66 CROW WING COUNTY  
 MINNESOTA  
 DEPARTMENT OF TRANSPORTATION  
**BRIDGE NO. 18510**  
 ON C.S.A.H. 66 OVER DAGGETT BROOK 0.9 MILES NORTH OF THE JUNCTION WITH C.S.A.H. 3 185'-10" PRESTRESSED CONCRETE BULB TEE BEAM SPAN WITH A SIDEWALK AND CONCRETE BARRIER W/PIPE RAILING (TYPE M)

IDENTIFICATION NO. 522 0° SKEW  
**GENERAL PLAN AND ELEVATION**  
 SEC. 16 T. 137N R. 27W  
 CROW LAKE CITY CROW WING COUNTY

APPROVED: STATE BRIDGE ENGINEER DATE  
 DES: CJM DR: GAV 18510  
 CHK: JWS CHK: CJM

REV. NO.	DATE	REVISION DESCRIPTION	APPROVED

STATE PROJ. NO. 018-666-003

SHEET NO. 2 OF 34 SHEETS

STANDARD PLATES	
THE FOLLOWING STANDARD PLATES, APPROVED BY THE FEDERAL HIGHWAY ADMINISTRATION, SHALL APPLY ON THIS PROJECT.	
PLATE NO.	DESCRIPTION
8000K	TEMPORARY CHANNELIZERS
8338D	W-BEAM GUARDRAIL & END ANCHORAGES
8350A	THRIE BEAM ANCHORAGE PLATE
8355B	W-BEAM GUARDRAIL
8356B	W-BEAM TO THRIE-BEAM TRANSITION GUARDRAIL
8357A	THRIE-BEAM GUARDRAIL
8360B	GUARDRAIL POST LENGTH MARKING
8361B	GUARDRAIL STEEL POST
8369B	GUARDRAIL BLOCKOUT

**CONSTRUCTION NOTES:**

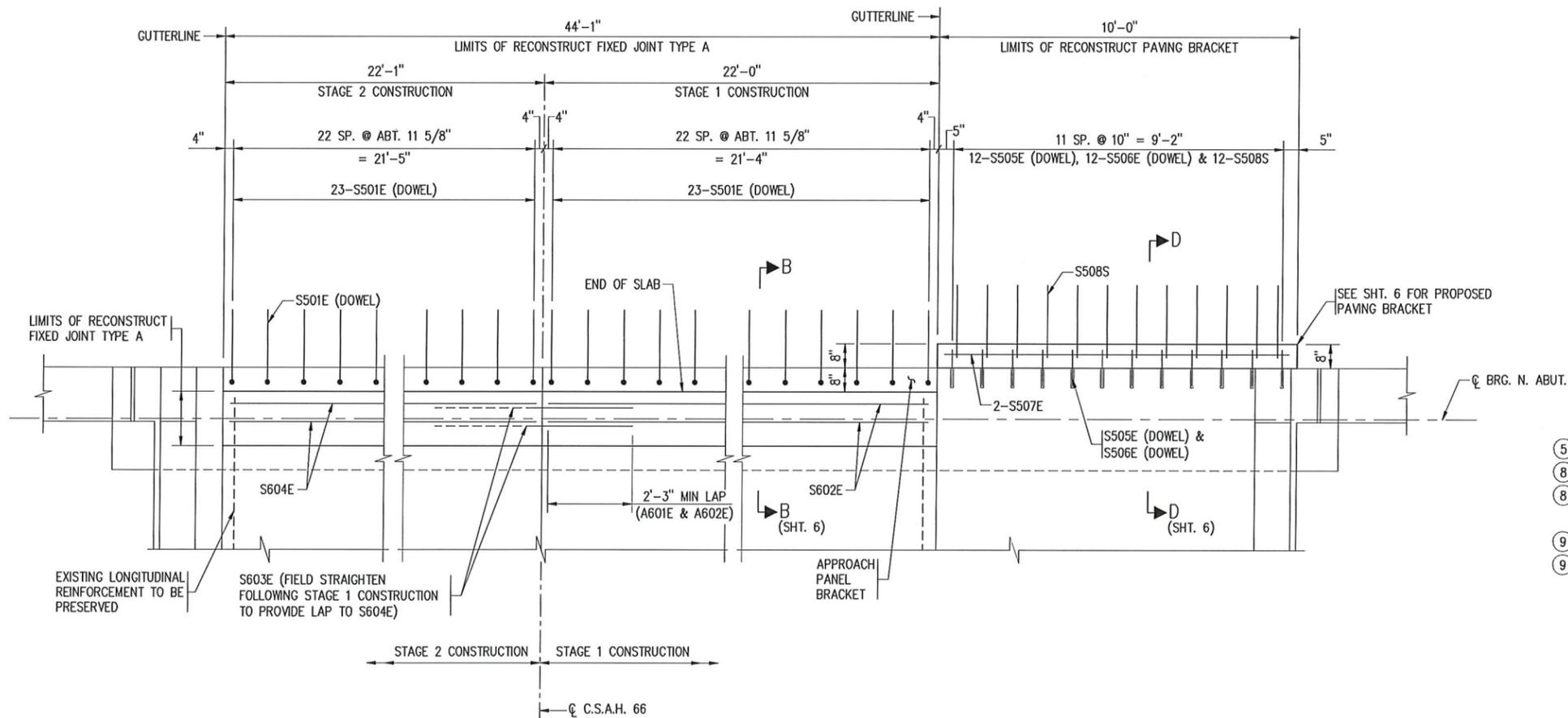
- THE 2025 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN.
- SEE SPECIAL PROVISIONS FOR ALL XXXX.6XX SERIES PAY ITEMS FOR ADDITIONAL REQUIREMENTS.
- THE BAR SIZES SHOWN IN THIS PLAN ARE IN U.S. CUSTOMARY DESIGNATIONS.
- BARS MARKED WITH THE SUFFIX "E" SHALL BE EPOXY COATED IN ACCORDANCE WITH SPEC. 3301.
- BARS MARKED WITH THE SUFFIX "S" SHALL BE STAINLESS STEEL IN ACCORDANCE WITH THE SPECIAL PROVISIONS.
- NO CUTTING WILL BE PERMITTED UNTIL THE CUTTING LIMITS HAVE BEEN OUTLINED BY THE CONTRACTOR AND APPROVED BY THE ENGINEER. REMOVAL AND RECONSTRUCTION SHALL CONFORM TO MNDOT SPEC. 2243.

**NOTES:**

- 1 INCLUDES 1090 SQ. FT. FOR THE WEST RAILING, 1350 SQ. FT. FOR THE EAST RAILING, 450 SQ. FT. ON PIER 1, & 450 SQ. FT. ON PIER 2.
- 2 INCLUDES 882 SQ. FT. FOR THE SOUTH APPROACH PANEL & 882 SQ. FT. FOR THE NORTH APPROACH PANEL.
- 3 TO BE USED FOR THE SAW CUTTING OF THE EXISTING CURB AND GUTTER
- 4 ASSUMED THICKNESS IS 8"
- 5 EXISTING SIGNS TO BE SALVAGED AND REINSTALLED WITH NEW POST AT CURRENT LOCATION AND AS DIRECTED BY THE ENGINEER IN THE FIELD. REMOVAL AND SALVAGE TO BE PAID FOR UNDER ITEM "SALVAGE SIGN". REINSTALLATION, INCLUDING NEW POSTS & HARDWARE PAID FOR UNDER ITEM "INSTALL SIGN PANEL TYPE C".
- 6 MILL BITUMINOUS SURFACE BETWEEN END OF GUARDRAIL AND END OF RECONSTRUCTION ON BOTH ENDS OF THE BRIDGE.
- 7 INCLUDES 10 TONS FOR BITUMINOUS SIDEWALK AS DETAILED ON SHEET 14, 66 TONS FOR BITUMINOUS ROADWAY AS DETAILED ON SHEET 14 AND 143 TONS FOR OVERLAY BETWEEN END OF GUARDRAIL AND SECTION AS DETAILED ON SHEET 14.
- 8 PLACE AT THE DIRECTION OF THE ENGINEER IN THE FIELD (EST. 50 LIN. FT. IN EACH OF THE QUADRANTS).
- 9 STRIPE FROM END TO END OF PROPOSED GUARDRAIL.

**SUMMARY OF ESTIMATED QUANTITIES**

BID ITEM	SPEC. NO.	ITEM	UNIT	TOTAL ESTIMATED QUANTITY
1	2021.501	MOBILIZATION	LUMP SUM	1
2	2104.502	SALVAGE SIGN	EACH	8
3	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN FT	12
4	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	95
5	2104.503	REMOVE CURB AND GUTTER	LIN FT	166
6	2104.503	REMOVE GUARDRAIL	LIN FT	520
7	2104.518	REMOVE BITUMINOUS PAVEMENT	SQ FT	3950
8	2211.507	AGGREGATE BASE (CV) CLASS 5	CU YD	60
9	2232.504	MILL BITUMINOUS SURFACE (2.0")	SQ YD	1244
10	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (3,B)	TON	219
11	2401.503	TYPE P-1 BARRIER CONCRETE (3S52)	LIN FT	39
12	2401.503	TYPE S (TL-4) 36" BARRIER CONCRETE (3S52)	LIN FT	39
13	2401.508	REINFORCEMENT BARS (EPOXY COATED)	POUND	2710
14	2401.518	SIDEWALK CONCRETE (3S52)	SQ FT	387
15	2401.618	SPECIAL SURFACE FINISH (INPLACE)	SQ FT	3340
16	2402.601	MODIFY EXISTING RAILING	LUMP SUM	1
17	2404.518	CONCRETE WEARING COURSE (3U17A)	SQ FT	1764
18	2404.618	CONCRETE WEARING COURSE (3U17A) 2.0"	SQ FT	8133
19	2406.504	BRIDGE APPROACH PANELS	SQ YD	249
20	2433.502	ANCH TYPE REINF BARS (TYPE L)	EACH	48
21	2433.502	ANCH TYPE REINF BARS (TYPE NT)	EACH	92
22	2433.506	SEAL CRACKS WITH EPOXY BY CHASE METHOD	GALLON	4
23	2433.603	RECONSTRUCT PAVING BRACKET	LIN FT	20
24	2433.603	RECONSTRUCT FIXED JOINT TYPE A	LIN FT	88
25	2433.618	SCARIFY BRIDGE DECK	SQ FT	8133
26	2433.618	SILANE 100 PERCENT	SQ FT	12 500
27	2433.618	REMOVE AND PATCH SLAB TYPE A	SQ FT	750
28	2433.618	REMOVE AND PATCH SLAB TYPE B	SQ FT	375
29	2433.618	REMOVE AND PATCH SLAB TYPE C	SQ FT	125
30	2433.618	REMOVE AND PATCH SLAB TYPE D	SQ FT	165
31	2433.618	REMOVE AND PATCH SLAB TYPE E	SQ FT	130
32	2433.618	REMOVE AND PATCH SLAB TYPE F	SQ FT	50
33	2433.618	CONCRETE SURFACE REPAIR	SQ FT	32
34	2511.504	GEOTEXTILE FILTER TYPE 7	SQ YD	100
35	2511.507	RANDOM RIPRAP CLASS III	CU YD	20
36	2531.503	CONCRETE CURB AND GUTTER DESIGN B624	LIN FT	86
37	2554.502	END TREATMENT-TANGENT TERMINAL	EACH	4
38	2554.503	TRAFFIC BARRIER DESIGN TYPE 31	LIN FT	200
39	2554.503	TRAFFIC BARRIER DESIGN TRANS TYPE 31	LIN FT	150
40	2563.601	TRAFFIC CONTROL	LUMP SUM	1
41	2563.601	PORTABLE SIGNAL SYSTEM	LUMP SUM	1
42	2563.602	PORTABLE CHANGEABLE MESSAGE SIGN	EACH	2
43	2564.502	INSTALL SIGN PANEL TYPE C	EACH	8
44	2573.503	SILT FENCE, TYPE HI	LIN FT	200
45	2573.503	SEDIMENT CONTROL LOG TYPE WOOD CHIP	LIN FT	200
46	2575.501	TURF ESTABLISHMENT	LUMP SUM	1
47	2582.503	4" SOLID LINE PAINT	LIN FT	1000
48	2582.503	4" DOUBLE SOLID LINE PAINT	LIN FT	500



**ABUTMENT PLAN**  
(SOUTH END SHOWN, NORTH SIM.)

REV. NO.	DATE	REVISION DESCRIPTION	APPROVED

STATE PROJ. NO. 018-666-003

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.  
NAME: *Christopher J. Miller* LIC. NO. 49840 DATE 02/05/2026  
CHRISTOPHER J. MILLER

TITLE:  
SUMMARY OF ESTIMATED QUANTITIES  
NOTES AND STANDARD PLATES

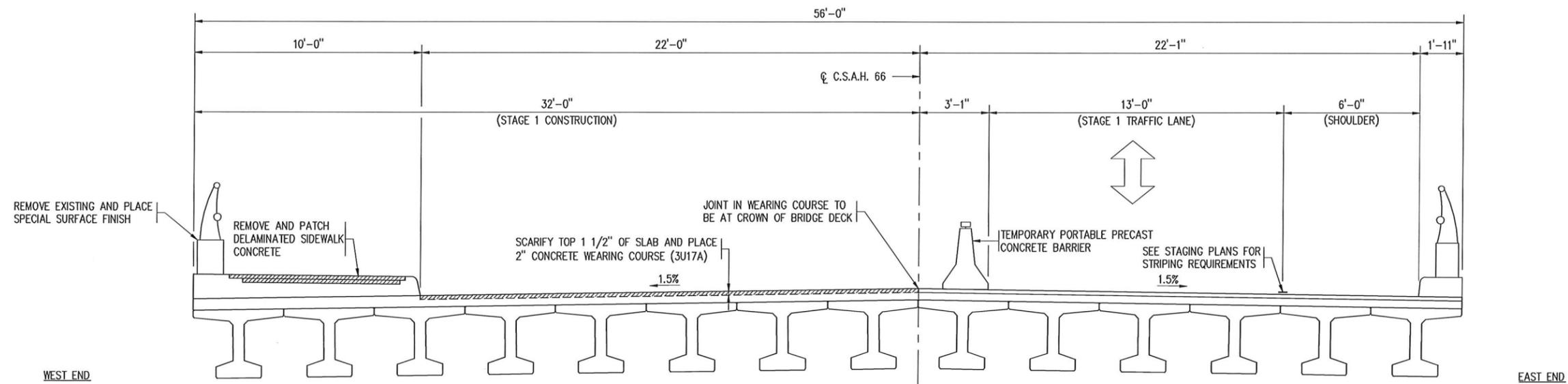
DES: CJM DR: GAV APPROVED:  
CHK: JWS CHK: CJM  
SHEET NO. 3 OF 34 SHEETS

BRIDGE NO.  
18510

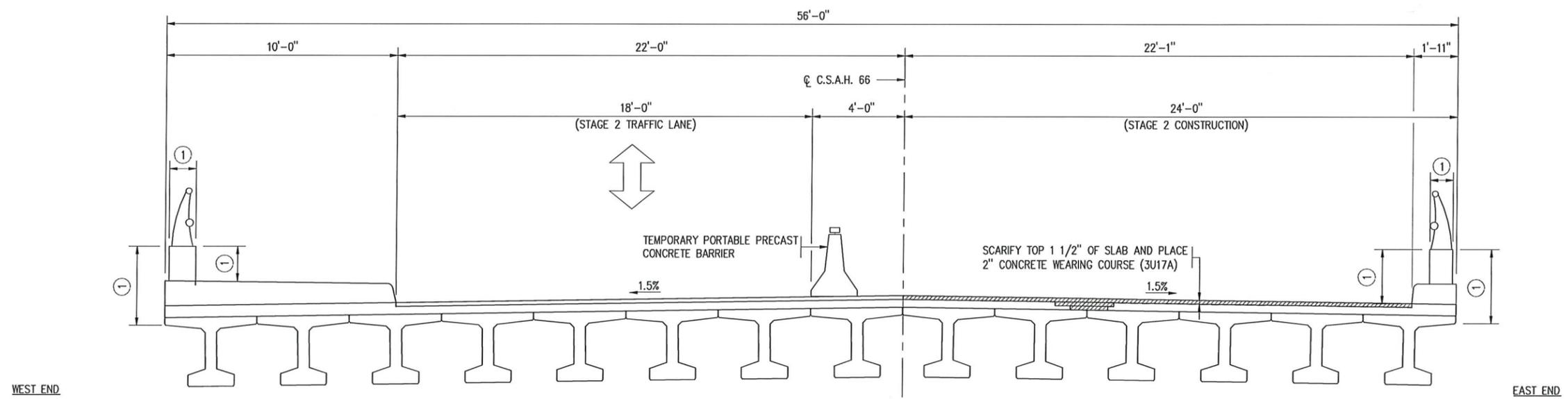


**NOTES:**

- SEE SHEETS 2-4 FOR WORK SCOPE NOT SHOWN.
- SEE SHEETS 27-32 FOR ADDITIONAL TRAFFIC CONTROL AND STAGING INFORMATION
- ① REMOVE EXISTING SURFACE COATING AND PLACE SPECIAL SURFACE FINISH.



**STAGE 1 CONSTRUCTION**  
(LOOKING NORTH)



**STAGE 2 CONSTRUCTION**  
(LOOKING NORTH)

REV. NO.	DATE	REVISION DESCRIPTION	APPROVED

STATE PROJ. NO. 018-666-003

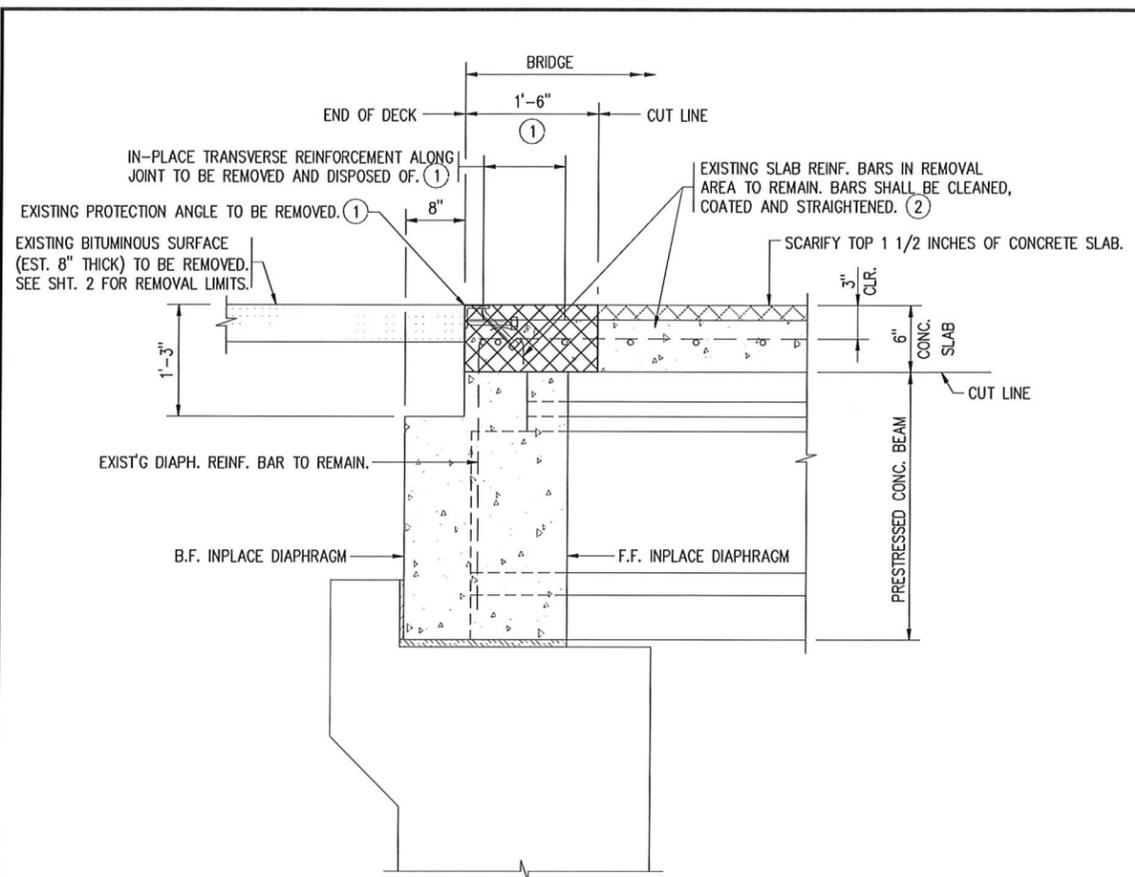
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 NAME: *Christopher J. Miller* LIC. NO. 49840 DATE 02/05/2026  
 CHRISTOPHER J. MILLER

TITLE:  
STAGING SECTIONS

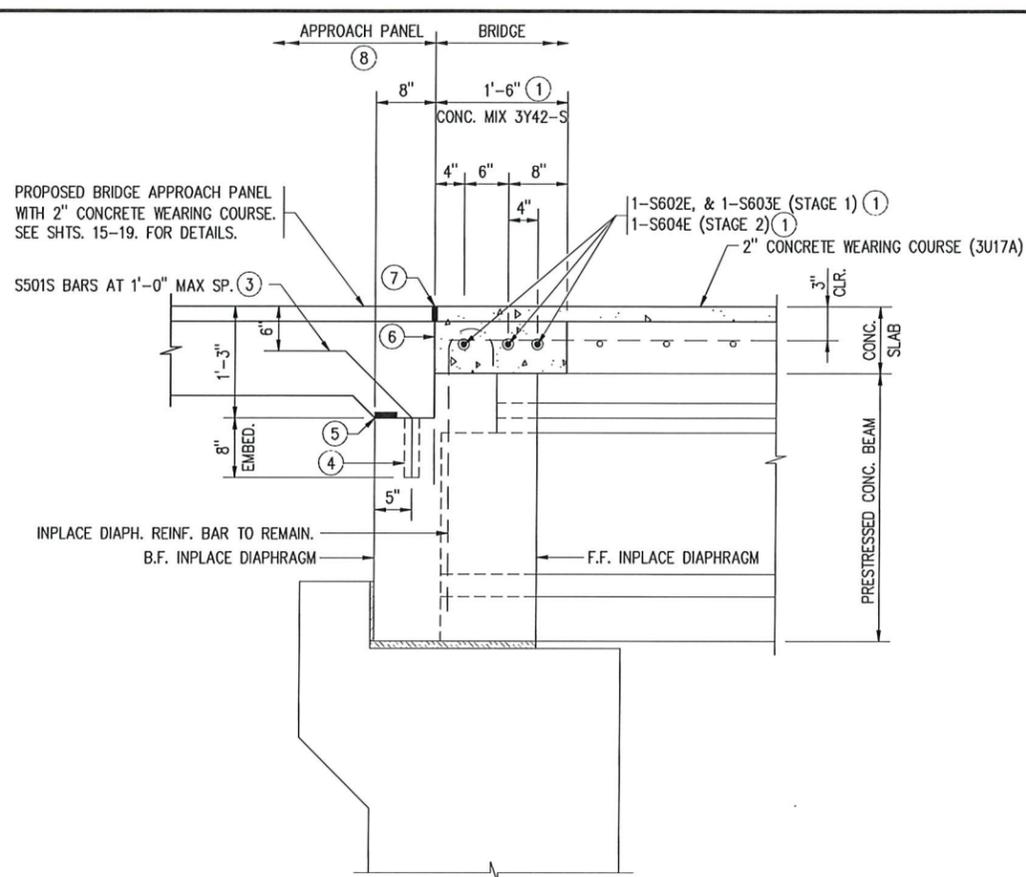
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CHK: JWS	CHK: CJM	

BRIDGE NO.  
18510

SHEET NO. 5 OF 34 SHEETS



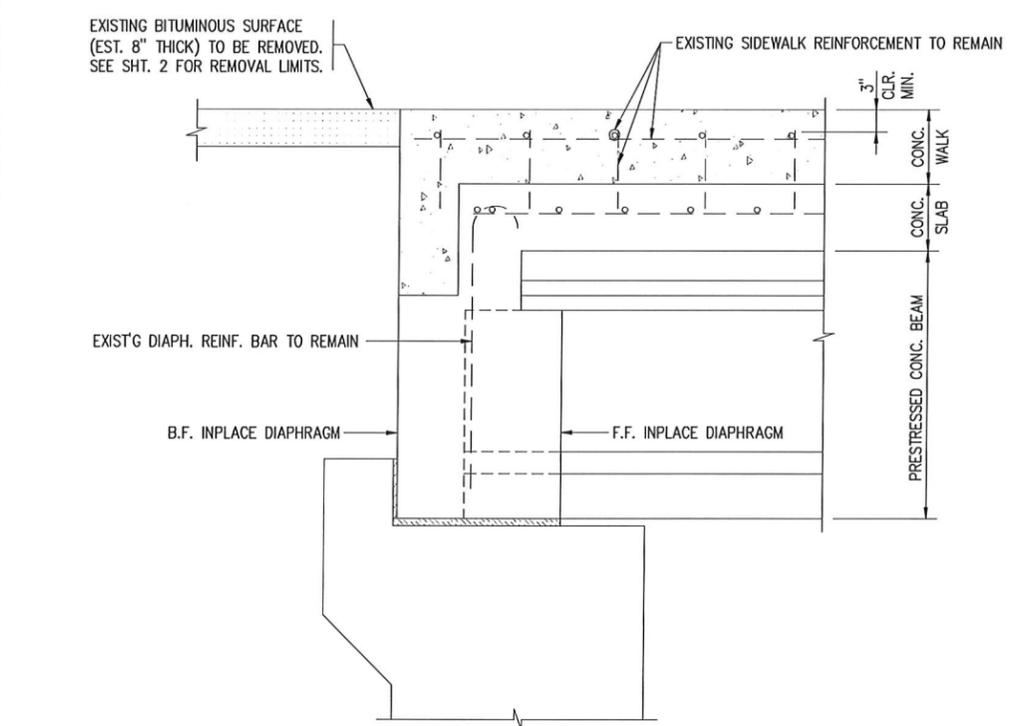
SECTION A-A (CUT FROM SHEET 2)  
PARTIAL LONGITUDINAL SECTION THROUGH ABUTMENT - EXISTING



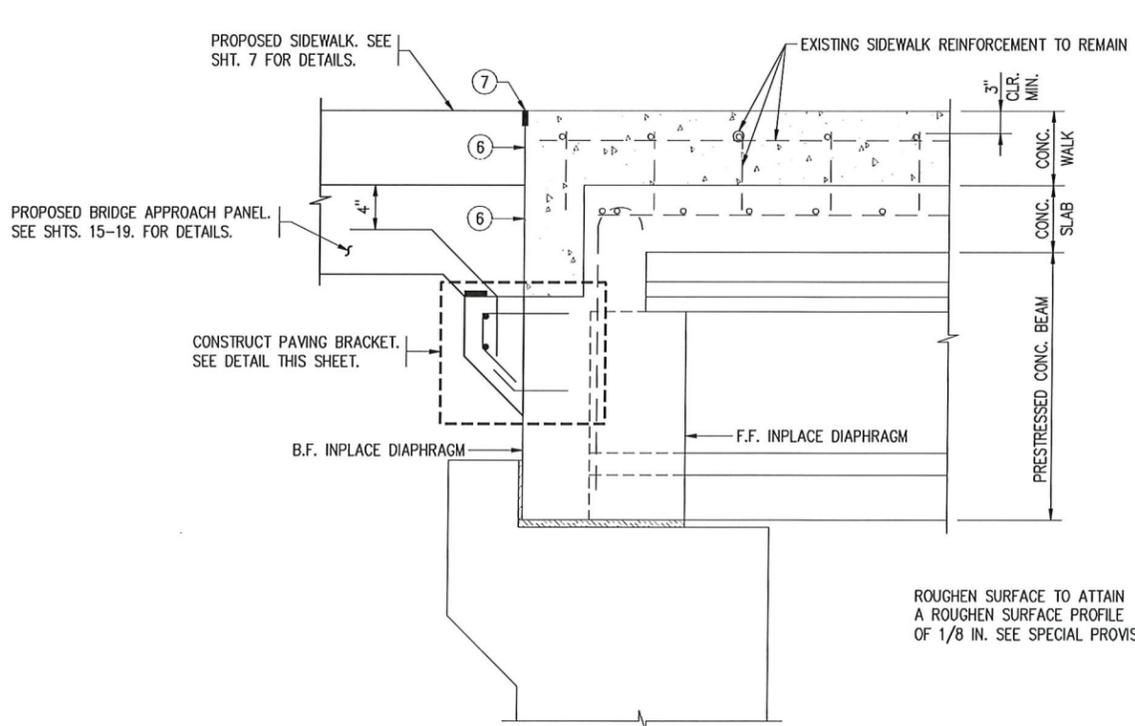
SECTION B-B (CUT FROM SHEET 2)  
PARTIAL LONGITUDINAL SECTION THROUGH ABUTMENT - PROPOSED

**KEY NOTES:**

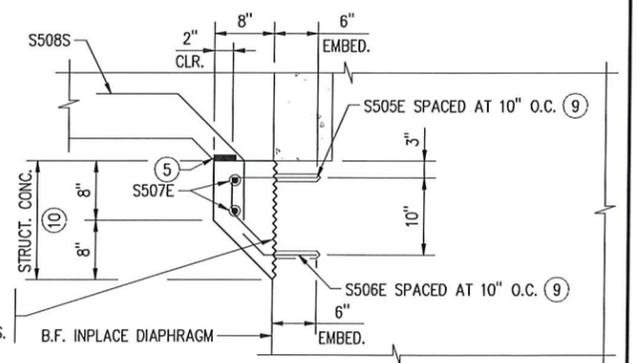
- ① PAYMENT FOR ITEM "RECONSTRUCT FIXED JOINT TYPE A" SHALL INCLUDE REMOVAL AND DISPOSAL OF EXISTING CONCRETE, TRANSVERSE REINFORCEMENT AND STEEL PROTECTION ANGLES. IT SHALL ALSO INCLUDE FURNISHING AND PLACING NEW REINFORCEMENT, AND FURNISHING, FORMING AND PLACEMENT OF NEW CONCRETE.
- ② PAYMENT FOR CLEANING, STRAIGHTENING & EPOXY COATING EXISTING REINFORCEMENT INCLUDED IN ITEM "RECONSTRUCT FIXED JOINT TYPE A".
- ③ TIE APPROACH PANEL TO CONCRETE END DIAPHRAGM. FURNISHING REINFORCEMENT BARS PLUS DRILLING AND INSTALLING INCLUDED IN ITEM "ANCH TYPE REINF BARS (TYPE NT)".
- ④ PROVIDE AN ADHESIVE ANCHOR WITH A MINIMUM CHARACTERISTIC BOND STRENGTH IN UNCRACKED CONCRETE OF 1.0 K.S.I. EMBED THE ANCHOR NO LESS THAN 8" REGARDLESS OF CHARACTERISTIC BOND STRENGTH. DRILL THROUGH REINFORCEMENT (IF ENCOUNTERED) TO ACHIEVE MINIMUM EMBEDMENT. SEE SPECIAL PROVISIONS FOR ADDITIONAL REQUIREMENTS. INCLUDED IN ITEM "RECONSTRUCT FIXED JOINT TYPE A".
- ⑤ 1/2" X 3" BIT. FELT. INCLUDED IN ITEM "RECONSTRUCT FIXED JOINT TYPE A".
- ⑥ DO NOT APPLY BONDING AGENT AT THIS CONSTRUCTION JOINT.
- ⑦ C2H CONTRACTION JOINT. SEE SHT. 19.
- ⑧ DELAY PLACEMENT OF CONCRETE ON APPROACH PANEL SIDE OF JOINT A MINIMUM OF 24 HOURS AFTER PLACEMENT OF CONCRETE ON BRIDGE SIDE OF FIXED JOINT.
- ⑨ PROVIDE AN ADHESIVE ANCHOR WITH A MINIMUM CHARACTERISTIC BOND STRENGTH IN UNCRACKED CONCRETE OF 1.0 K.S.I. EMBED THE ANCHORAGE NO LESS THAN 6" REGARDLESS OF CHARACTERISTIC BOND STRENGTH. DRILL THROUGH REINFORCEMENT (IF ENCOUNTERED) TO ACHIEVE MINIMUM EMBEDMENT. SEE SPECIAL PROVISIONS FOR ADDITIONAL REQUIREMENTS. INCLUDED IN ITEM "ANCH TYPE REINF BARS (TYPE L)".
- ⑩ CONCRETE MIX. NO. 3Y42. COAT SURFACE OF EXISTING CONCRETE WITH BONDING GROUT PER SPECIAL PROVISIONS PRIOR TO CASTING.
- ⑪ INCLUDED IN ITEM "RECONSTRUCT PAVING BRACKET" EXCEPT AS NOTED.



SECTION C-C (CUT FROM SHEET 2)  
PARTIAL LONGITUDINAL SECTION THROUGH SIDEWALK - EXISTING



SECTION D-D (CUT FROM SHEET 2)  
PARTIAL LONGITUDINAL SECTION THROUGH SIDEWALK - PROPOSED



PAVING BRACKET DETAIL ⑪

ROUGHEN SURFACE TO ATTAIN A ROUGHEN SURFACE PROFILE OF 1/8 IN. SEE SPECIAL PROVISIONS.

REV. NO.	DATE	REVISION DESCRIPTION	APPROVED

STATE PROJ. NO. 018-666-003

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.  
NAME: Christopher J. Miller LIC. NO. 49840 DATE 02/05/2026

TITLE: CONSTRUCTION DETAILS

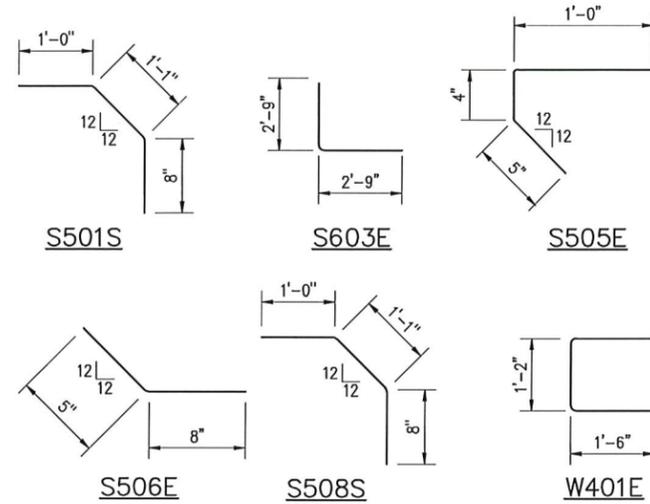
DES: CJM	DR: GAV	APPROVED:
CHK: JWS	CHK: CJM	

SHEET NO. 6 OF 34 SHEETS

BRIDGE NO. 18510

**KEY NOTES**

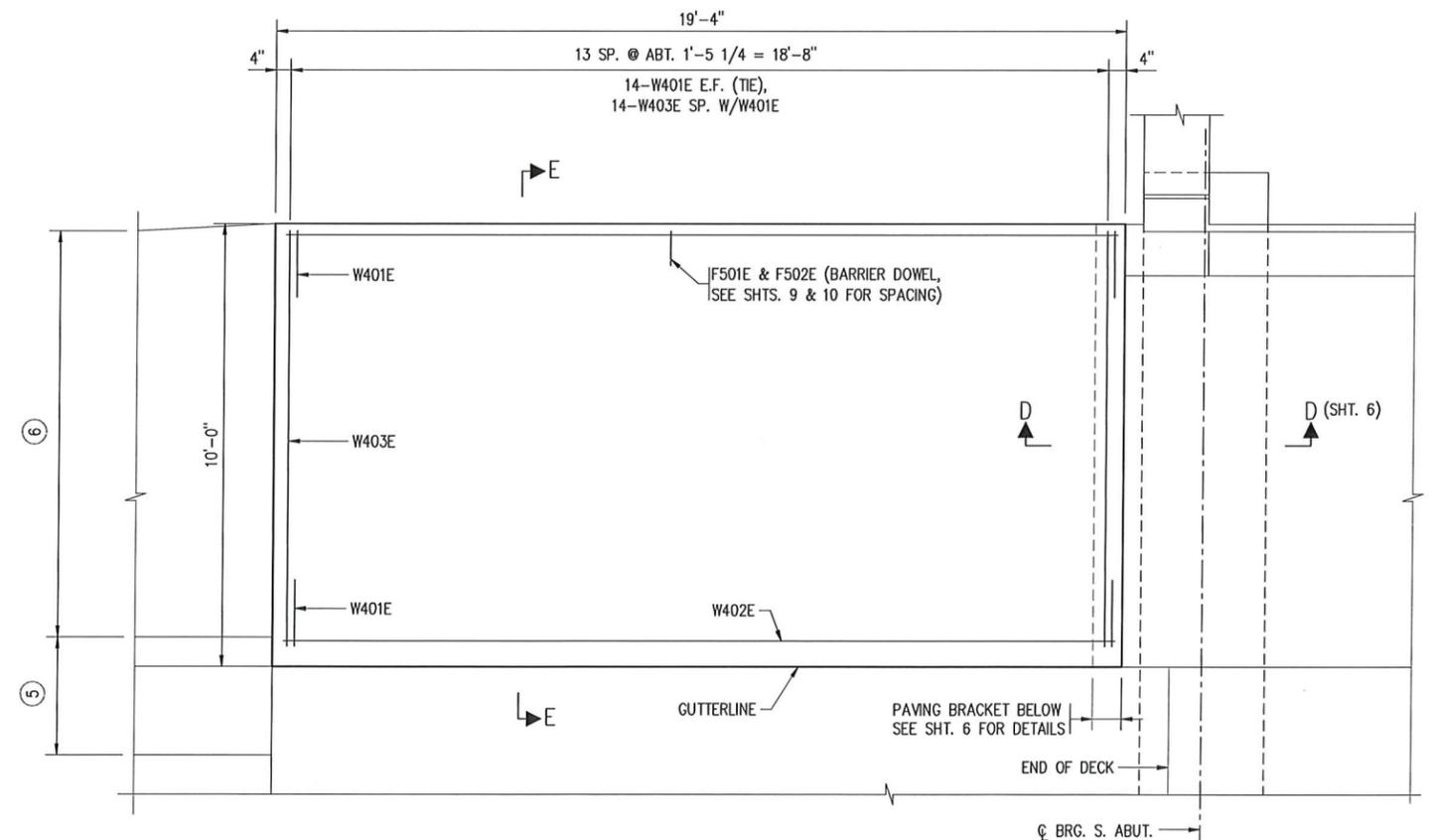
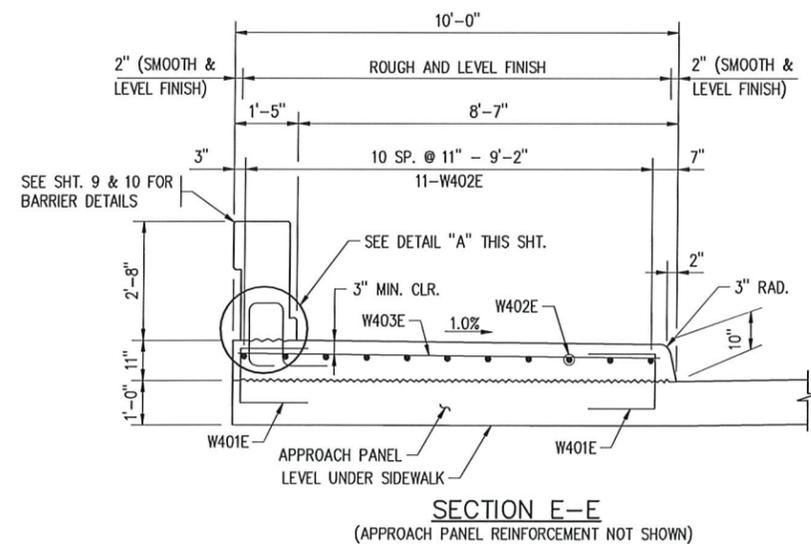
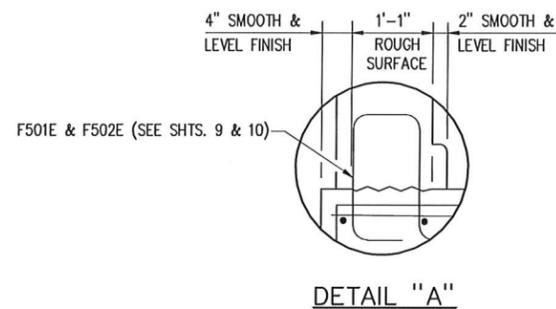
- ① ANCHORAGE NOT INCLUDED IN REINFORCEMENT QUANTITIES. PAYMENT FOR ANCHORAGE IS INCLUDED IN ITEM "ANCH TYPE REINF BARS (TYPE NT)"
- ② REINFORCEMENT BAR NOT INCLUDED IN REINFORCEMENT QUANTITIES. PAYMENT IS INCLUDED IN ITEM "RECONSTRUCT FIXED JOINT TYPE A"
- ③ ANCHORAGE NOT INCLUDED IN REINFORCEMENT QUANTITIES. PAYMENT FOR ANCHORAGE IS INCLUDED IN ITEM "ANCH TYPE REINF BARS (TYPE L)"
- ④ REINFORCEMENT BAR NOT INCLUDED IN REINFORCEMENT QUANTITIES. PAYMENT IS INCLUDED IN ITEM "RECONSTRUCT PAVING BRACKET"
- ⑤ SEE SHEET 14 FOR PROPOSED CURB AND GUTTER OFF END OF APPROACH PANEL.
- ⑥ SEE SHEET 14 FOR PROPOSED BITUMINOUS PAVING OF END OF SIDEWALK.



BILL OF REINFORCEMENT – PAVING BRACKET					
BAR MARK	NO. OF BARS	NO. OF SERIES	LENGTH (FT.-IN.)	SHAPE	LOCATION
① S501S	92		2'-9"	BENT	APPROACH PANEL TIE
② S602E	6		21'-7"	STR	SLAB TRANSVERSE
② S603E	6		5'-6"	BENT	SLAB TRANSVERSE DOWEL
② S604E	6		21'-8"	STR	SLAB TRANSVERSE
③ S505E	24		1'-9"	BENT	PAVING BRACKET DOWEL
③ S506E	24		1'-1"	BENT	PAVING BRACKET DOWEL
④ S507E	4		9'-7"	STR	PAVING BRACKET TRANSVERSE
④ S508S	24		2'-9"	BENT	APPROACH PANEL TIE

BILL OF REINFORCEMENT – SIDEWALK					
BAR MARK	NO. OF BARS	NO. OF SERIES	LENGTH (FT.-IN.)	SHAPE	LOCATION
W401E	56		4'-2"	BENT	SIDEWALK TIE
W402E	22		18'-11"	STR	SIDEWALK LONGITUDINAL
W403E	28		9'-4"	STR	SIDEWALK TRANSVERSE

**NOTE:**  
 BENT BAR DIMENSIONS ARE OUT-TO-OUT. ACTUAL BAR LENGTHS SHALL BE DETERMINED BASED ON DETAIL DIMENSIONS SHOWN IN THE BAR BENDING DIAGRAMS. TOTAL BAR LENGTHS SHOWN ARE FOR USE IN COMPUTING REINFORCEMENT BAR WEIGHTS FOR PAYMENT ONLY.



**SIDEWALK PLAN**  
 SOUTHWEST CORNER SHOWN,  
 NORTHWEST SIMILAR BUT OPPOSITE

REV. NO.	DATE	REVISION DESCRIPTION	APPROVED

STATE PROJ. NO. 018-666-003

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.  
 NAME: *Christopher J. Miller* LIC. NO. 49840 DATE 02/05/2026  
 CHRISTOPHER J. MILLER

TITLE: CONSTRUCTION DETAILS

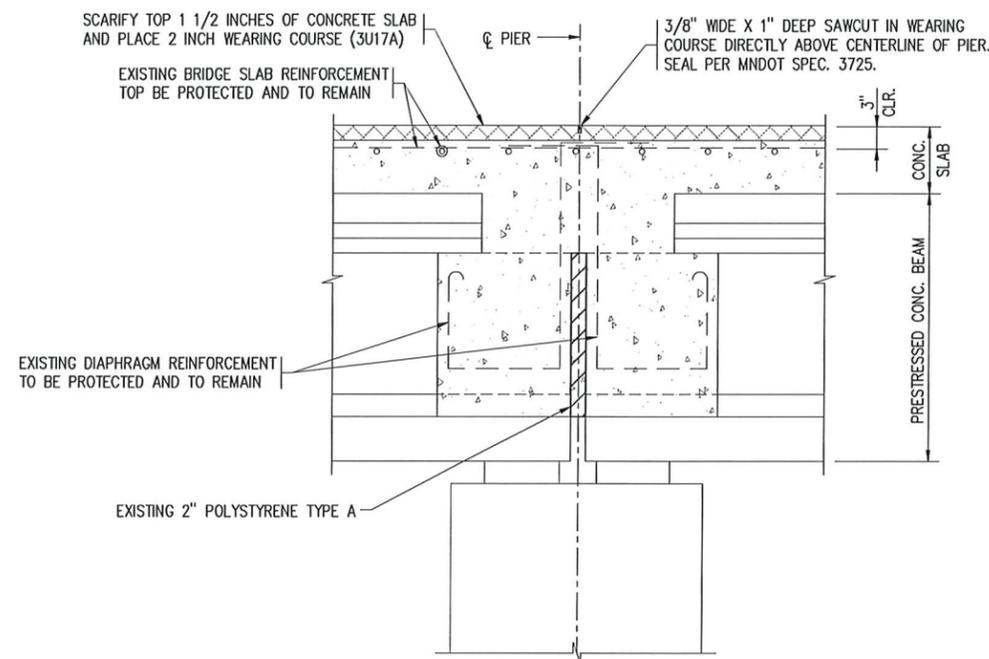
DES: CJM	DR: GAV	APPROVED:
CHK: JWS	CHK: CJM	

SHEET NO. 7 OF 34 SHEETS

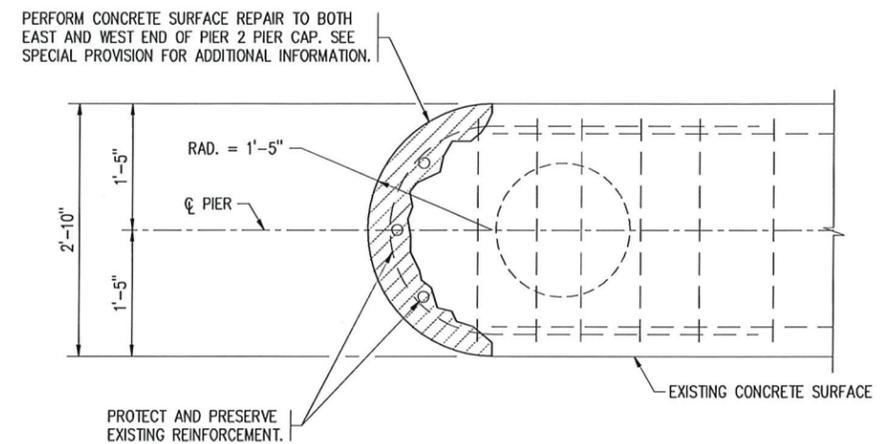
BRIDGE NO. 18510

**LEGEND**

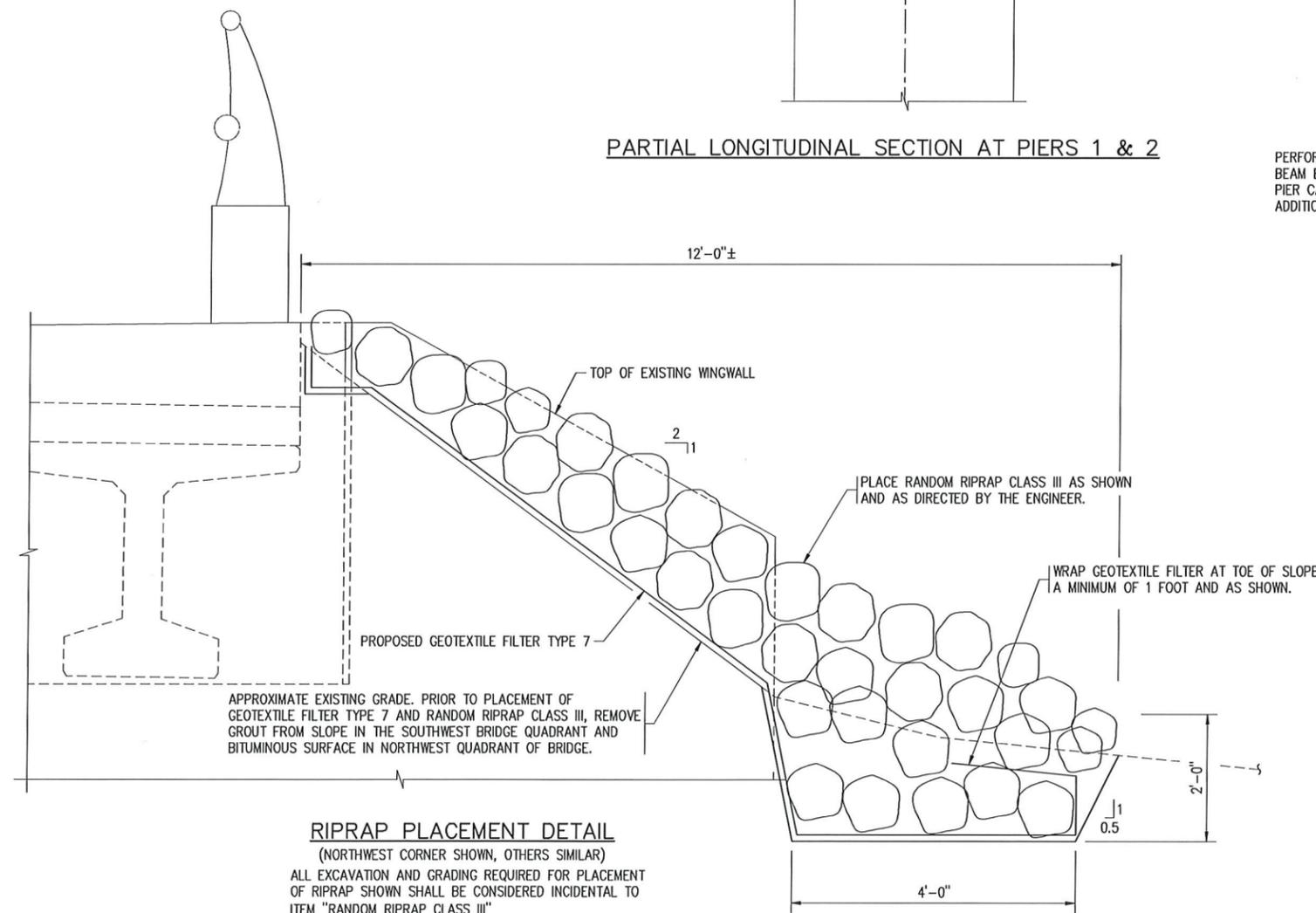
 APPROXIMATE LIMITS OF CONCRETE SURFACE REPAIR. FINAL LIMITS TO BE OUTLINED BY CONTRACTOR AND APPROVED BY ENGINEER IN THE FIELD.



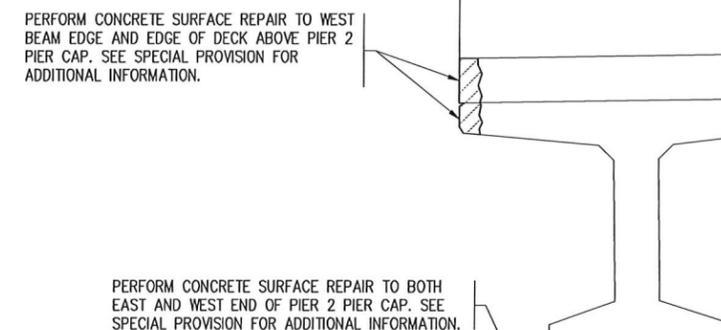
**PARTIAL LONGITUDINAL SECTION AT PIERS 1 & 2**



**PARTIAL PIER 2 PLAN**  
(WEST END SHOWN, EAST SIMILAR)



**RIPRAP PLACEMENT DETAIL**  
(NORTHWEST CORNER SHOWN, OTHERS SIMILAR)  
ALL EXCAVATION AND GRADING REQUIRED FOR PLACEMENT OF RIPRAP SHOWN SHALL BE CONSIDERED INCIDENTAL TO ITEM "RANDOM RIPRAP CLASS III"



**PARTIAL PIER 2 ELEVATION**  
(WEST END SHOWN, EAST SIMILAR)

REV. NO.	DATE	REVISION DESCRIPTION	APPROVED

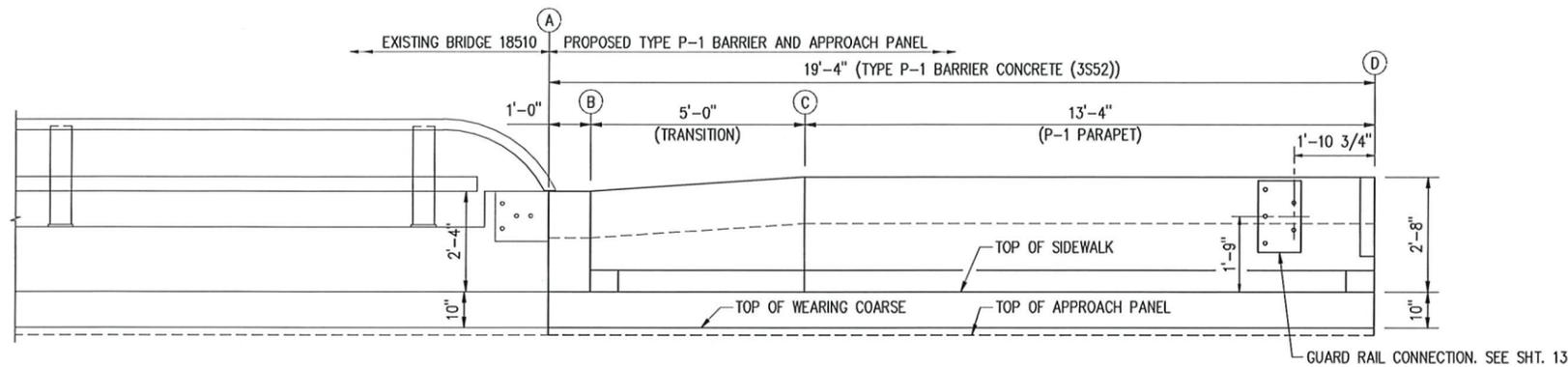
STATE PROJ. NO. 018-666-003

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NAME: *Christopher J. Miller* LIC. NO. 49840 DATE 02/05/2026  
CHRISTOPHER J. MILLER

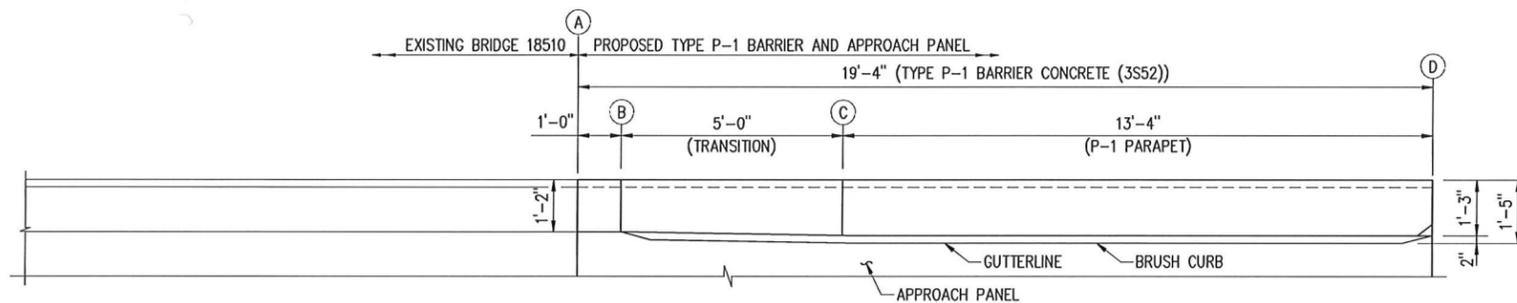
TITLE: CONSTRUCTION DETAILS

DES: CJM	DR: GAV	APPROVED:
CHK: JWS	CHK: CJM	
SHEET NO. 8 OF 34 SHEETS		

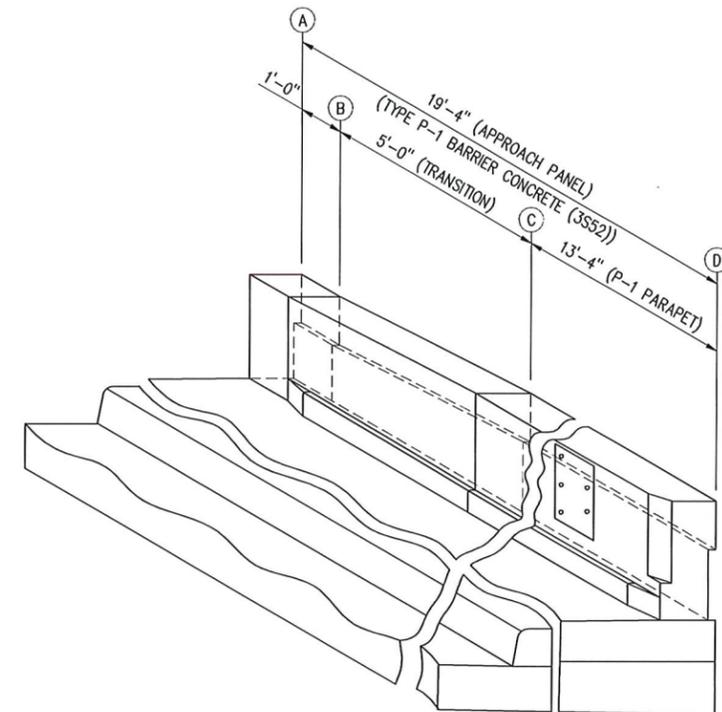
BRIDGE NO. 18510



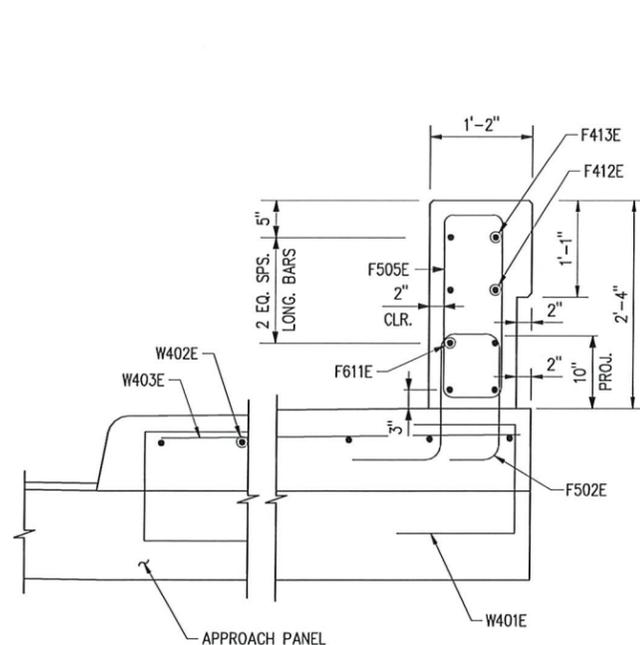
**NORTHWEST RAIL ELEVATION**  
(NORTHWEST SHOWN, SOUTHWEST OPP.)



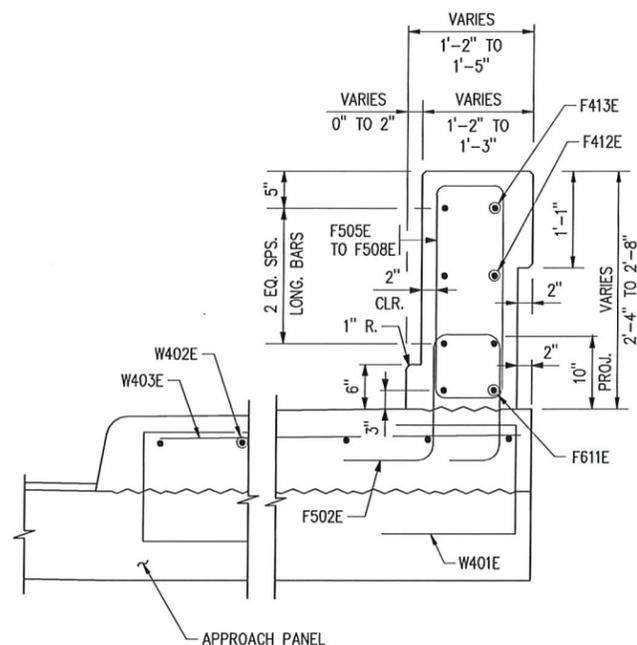
**NORTHWEST RAIL PLAN**  
(NORTHWEST SHOWN, SOUTHWEST OPP.)



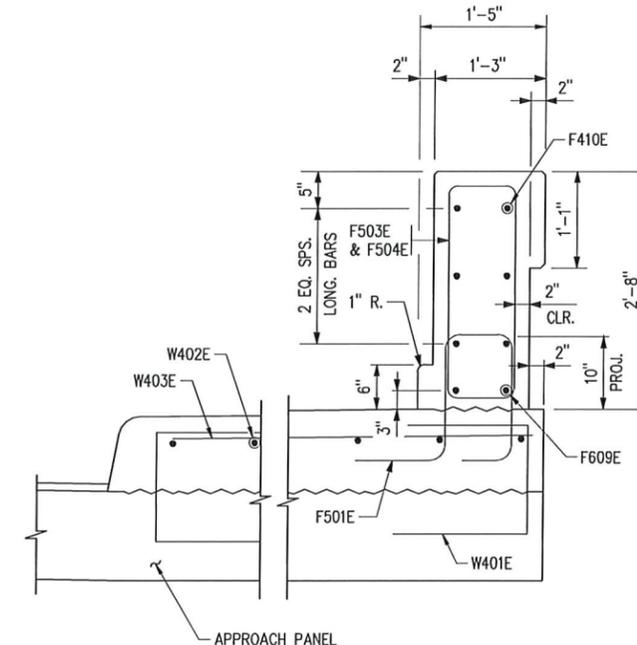
**NORTHWEST CORNER ISOMETRIC VIEW**  
(NORTHWEST SHOWN, SOUTHWEST OPP.)



SECTION FROM (A) TO (B)



SECTION FROM (B) TO (C)



SECTION FROM (C) TO (D)

REV. NO.	DATE	REVISION DESCRIPTION	APPROVED

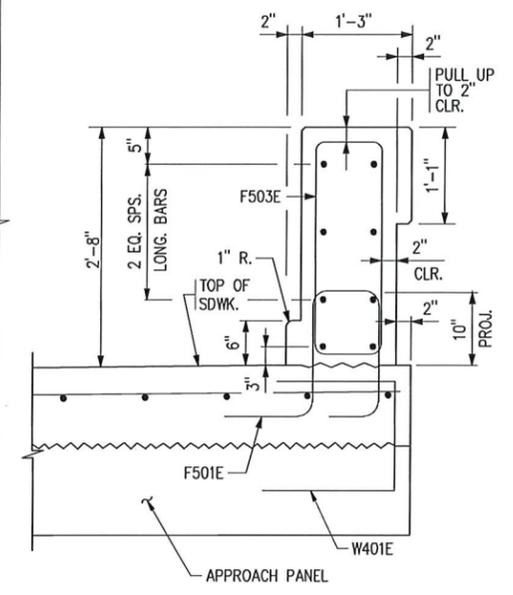
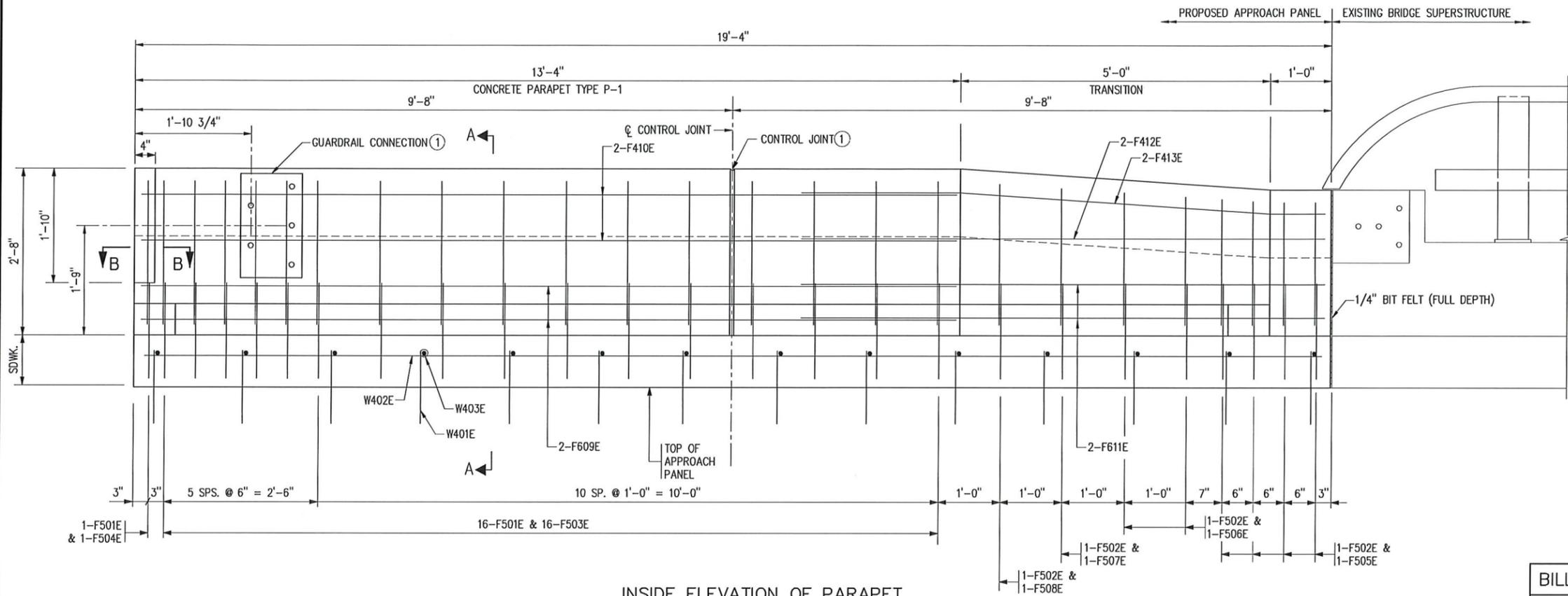
STATE PROJ. NO. 018-666-003

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 NAME: *Christopher J. Miller* LIC. NO. 49840 DATE 02/05/2026  
 CHRISTOPHER J. MILLER

TITLE:  
**WEST BARRIER DETAILS**  
 (1 OF 2)

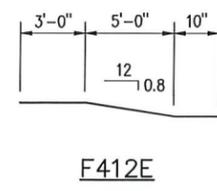
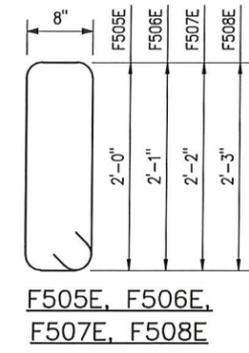
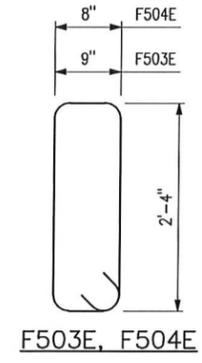
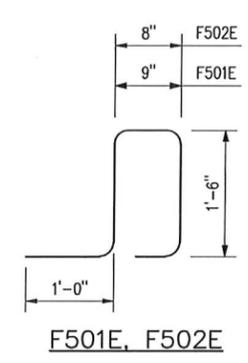
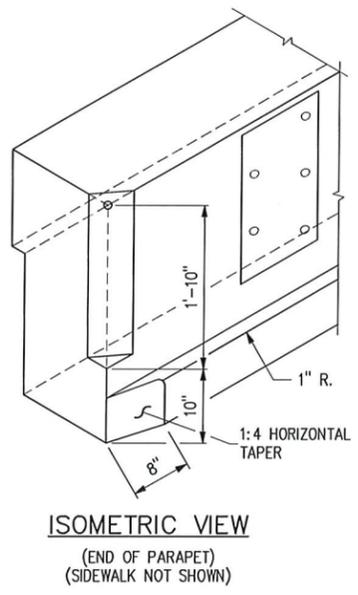
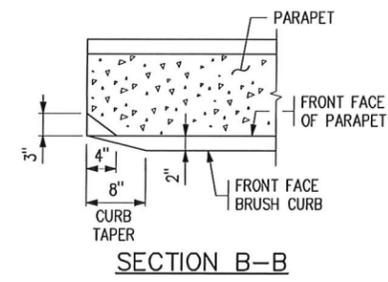
DES: CJM	DR: CJM	APPROVED:
CHK: JWS	CHK: CJM	
SHEET NO. 9 OF 34 SHEETS		

BRIDGE NO.  
 18510



INSIDE ELEVATION OF PARAPET  
(SOUTHWEST SHOWN, NORTHWEST OPPOSITE)

BAR MARK	NO. OF BARS	LENGTH (FT.-IN.)	SHAPE	LOCATION
F501E	34	5'-3"	U	PARAPET DOWEL
F502E	16	5'-2"	U	PARAPET DOWEL
F503E	32	7'-2"	U	PARAPET VERTICAL
F504E	2	7'-0"	U	PARAPET VERTICAL
F505E	8	6'-4"	U	PARAPET VERTICAL
F506E	4	6'-6"	U	PARAPET VERTICAL
F507E	2	6'-8"	U	PARAPET VERTICAL
F508E	2	6'-10"	U	PARAPET VERTICAL
F609E	8	13'-0"	—	PARAPET LONGIT.
F410E	8	13'-0"	—	PARAPET LONGIT.
F611E	8	9'-0"	—	PARAPET LONGIT.
F412E	4	9'-0"	—	PARAPET LONGIT.
F413E	4	8'-10"	—	PARAPET LONGIT.



GENERAL NOTES

- PAYMENT FOR CONCRETE BARRIER TRANSITION INCLUDED IN ITEM "TYPE P-1 BARRIER CONCRETE (3S52)"
- FINISH ALL EDGES OF PARAPET WITH 1/2" CHAMFER, EXCEPT WHERE OTHERWISE NOTED.
- REFER TO "MISCELLANEOUS CONCRETE BARRIER AND PARAPET DETAILS" SHEET INCLUDED IN THIS PLAN SET FOR GUARDRAIL CONNECTION DETAILS AND CONTROL JOINT AND ABUTMENT JOINT DETAILS.

REV. NO.	DATE	REVISION DESCRIPTION	APPROVED

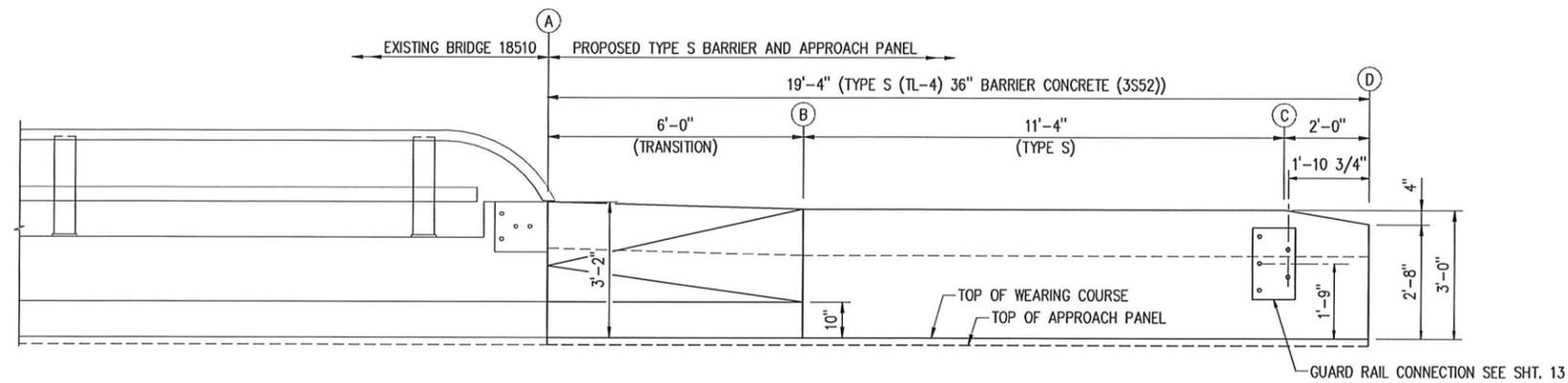
STATE PROJ. NO. 018-666-003

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NAME: Christopher J. Miller LIC. NO. 49840 DATE 02/05/2026

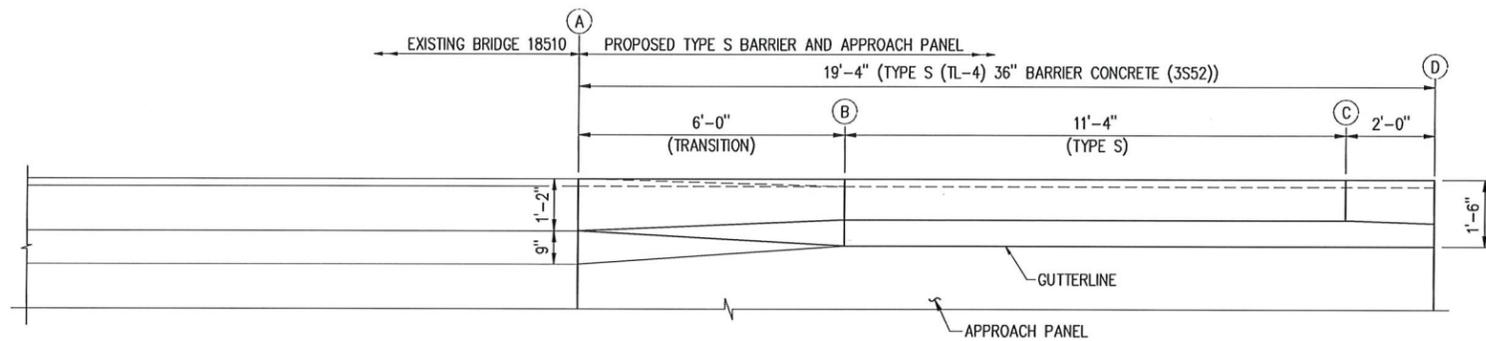
TITLE: WEST BARRIER DETAILS (2 OF 2)

DES: CJM	DR: CJM	APPROVED:	BRIDGE NO. 18510
CHK: JWS	CHK: JWS		

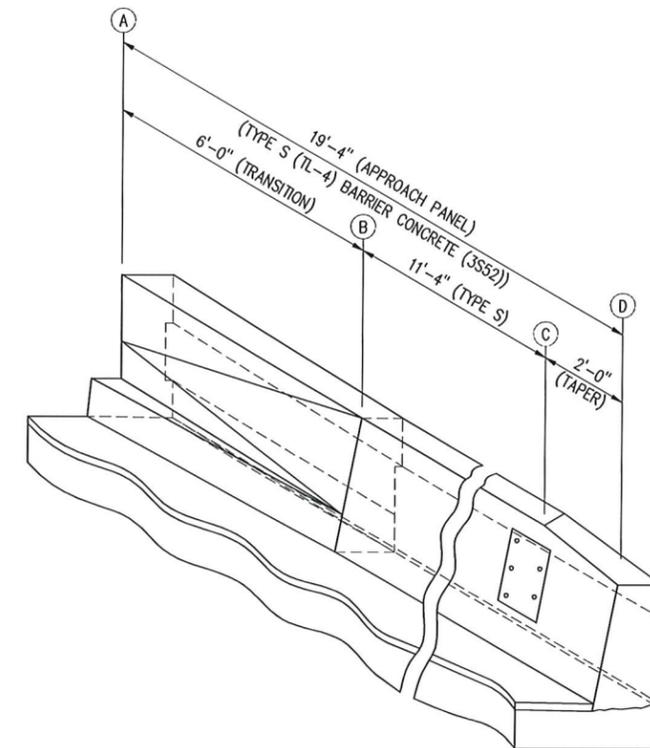
SHEET NO. 10 OF 34 SHEETS



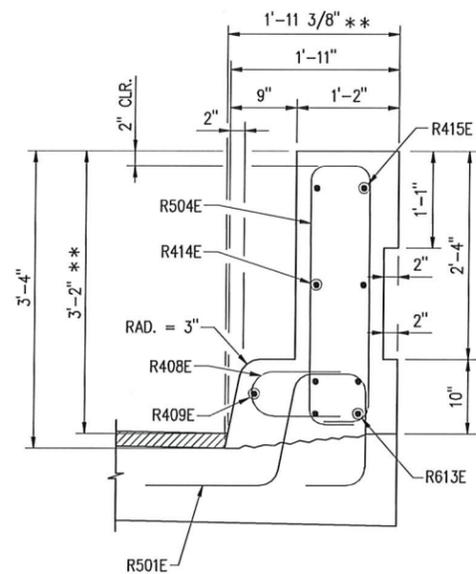
**SOUTHEAST RAIL ELEVATION**  
(SOUTHEAST SHOWN, NORTHEAST OPP.)



**SOUTHEAST RAIL PLAN**  
(SOUTHEAST SHOWN, NORTHEAST OPP.)

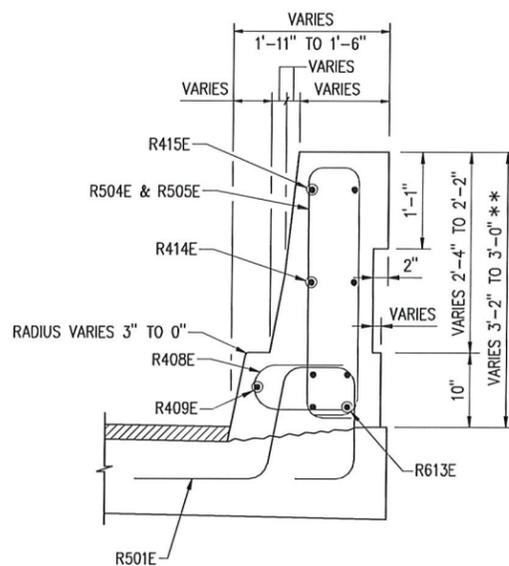


**SOUTHEAST CORNER ISOMETRIC VIEW**  
(SOUTHEAST SHOWN, NORTHEAST OPP.)



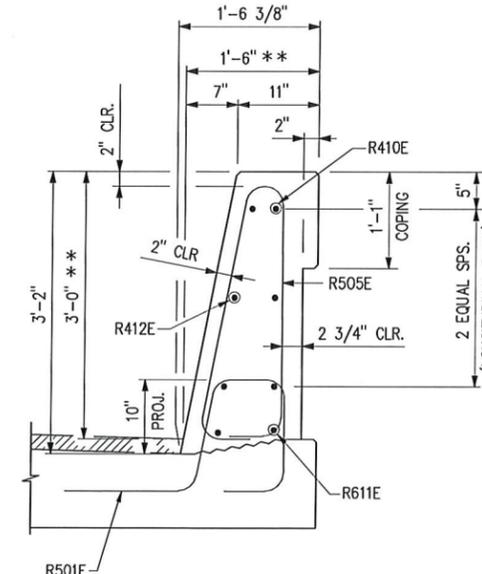
**SECTION AT (A)**

\*\* DIMENSION SHOWN IS TO THE TOP OF THE WEARING COURSE AT GUTTER LINE.



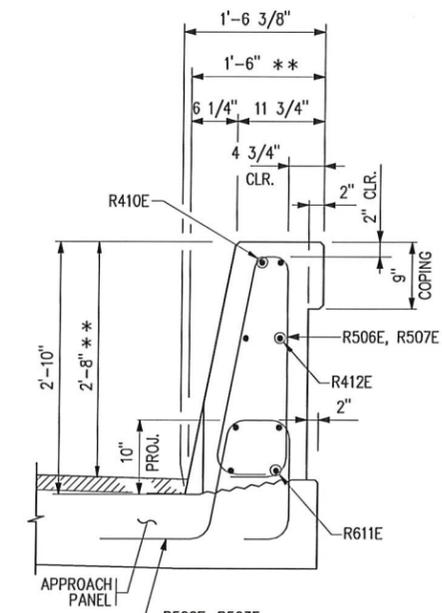
**SECTION FROM (A) TO (B)**

\*\* DIMENSION SHOWN IS TO THE TOP OF THE WEARING COURSE AT GUTTER LINE.



**SECTION FROM (B) TO (C)**

\*\* DIMENSION SHOWN IS TO THE TOP OF THE WEARING COURSE AT GUTTER LINE.



**SECTION AT (D)**

\*\* DIMENSION SHOWN IS TO THE TOP OF THE WEARING COURSE AT GUTTER LINE.

REV. NO.	DATE	REVISION DESCRIPTION	APPROVED

STATE PROJ. NO. 018-666-003

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NAME: *Christopher J. Miller* LIC. NO. 49840 DATE 02/05/2026  
CHRISTOPHER J. MILLER

TITLE: EAST BARRIER DETAILS (1 OF 2)

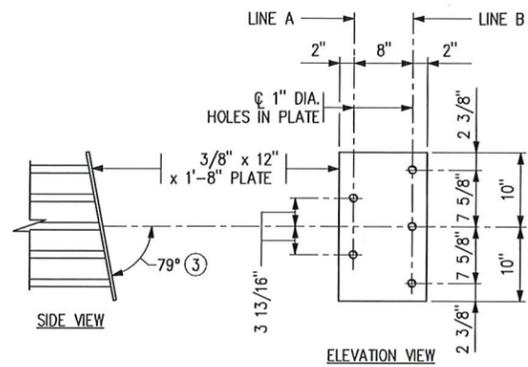
DES: CJM	DR: CJM	APPROVED:
CHK: JWS	CHK: JWS	

BRIDGE NO. 18510

SHEET NO. 11 OF 34 SHEETS



**GUARDRAIL CONNECTION**



**NOTES**

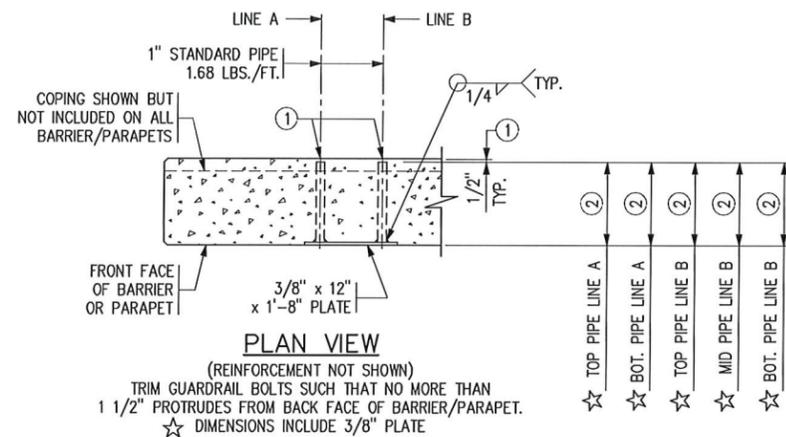
PROVIDE STRUCTURAL STEEL FOR GUARDRAIL CONNECTION IN ACCORDANCE WITH SPEC. 3306.

GUARDRAIL CONNECTION IS INCIDENTAL.

- ① REMOVE CONCRETE FROM PIPE ENDS AFTER SLIPFORMING OR FORM REMOVAL.
- ② SEE PIPE LENGTH TABLE.
- ③ 90° FOR VERTICAL PARAPETS.

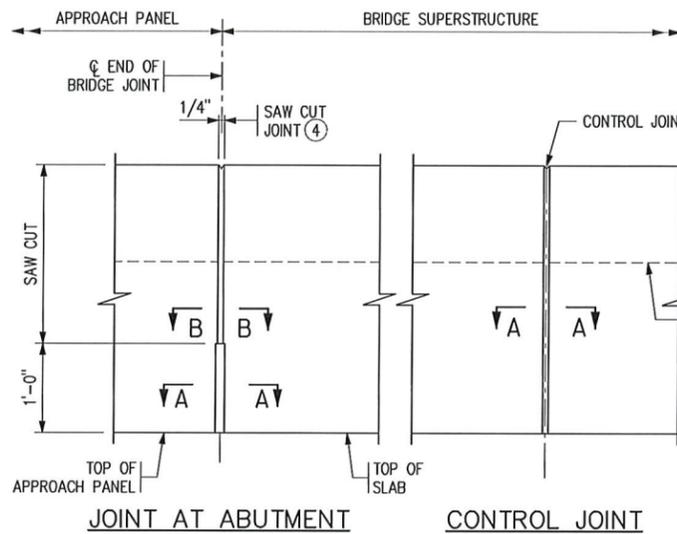
**GUARDRAIL CONNECTION DETAIL**

GALVANIZE PLATE AND PIPES AFTER FABRICATION IN ACCORDANCE WITH SPEC. 3394

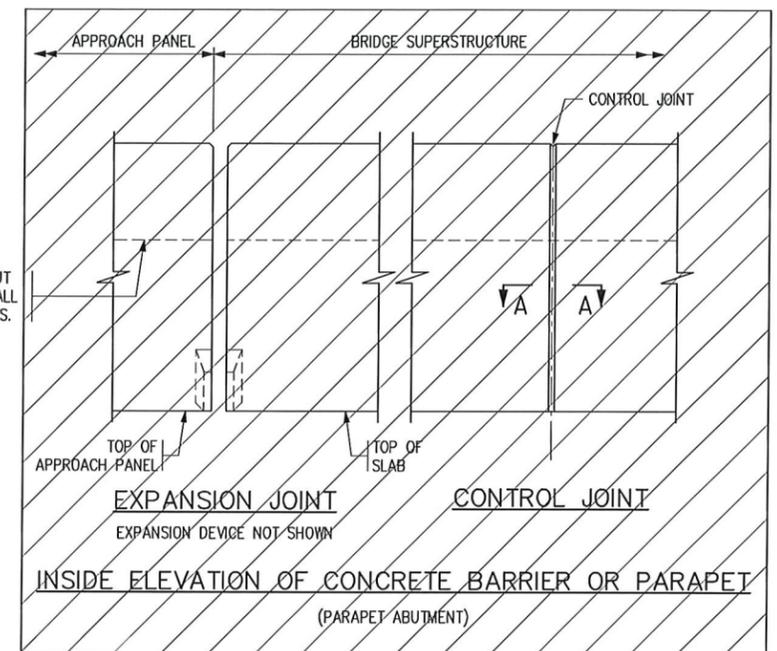


BARRIER/PARAPET TYPE STD FIGURE 5-397.	PIPE LENGTH					WEIGHT
	TOP PIPE LINE A	BOT. PIPE LINE A	TOP PIPE LINE B	MID. PIPE LINE B	BOT. PIPE LINE B	
<b>36" SINGLE SLOPE</b>						
138(A),(B),(E), 139(A),(B)	1'-0 3/4"	1'-0 1/4"	1'-0"	11 1/2"	1'-1"	34 LBS.
138(C),(D), 139(C),(D)	10 3/4"	1'-0 1/4"	10"	11 1/2"	1'-1"	34 LBS.
<b>42" SINGLE SLOPE</b>						
140(A),(D), 141(A),(D)	1'-0 3/4"	1'-2 1/4"	1'-0"	1'-1 1/2"	1'-3"	35 LBS.
140(C),(D), 141(C),(D)	10 3/4"	1'-0 1/4"	10"	11 1/2"	1'-1"	34 LBS.
<b>54" SINGLE SLOPE</b>						
142(A),(D), 143(A),(D)	1'-0 3/4"	1'-2 1/4"	1'-0"	1'-1 1/2"	1'-3"	35 LBS.
142(C),(D), 143(C),(D)	10 3/4"	1'-0 1/4"	10"	11 1/2"	1'-1"	34 LBS.
<b>TYPE P-1 PARAPET</b>						
166(B),(D),(F),(H)	1'-2 1/2"	1'-0 1/2"	1'-2 1/2"	1'-2 1/2"	1'-0 1/2"	34 LBS.
<b>TYPE P-2 PARAPET</b>						
157(A) (H)	1'-3 1/2"	1'-3 1/2"	1'-3 1/2"	1'-3 1/2"	1'-3 1/2"	37 LBS.
<b>TYPE P-4 PARAPET</b>						
173(A),(B),(C),(D)	1'-5 1/2"	1'-3 1/2"	1'-5 1/2"	1'-3 1/2"	1'-3 1/2"	37 LBS.

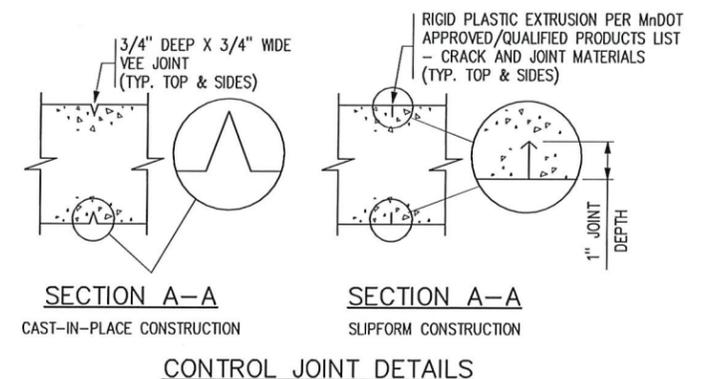
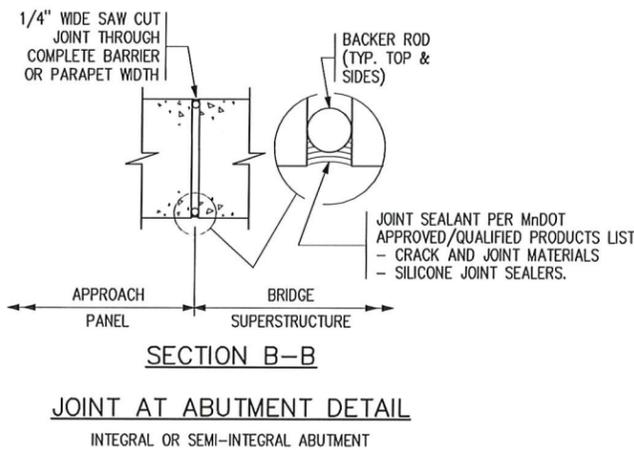
**CONTROL JOINT AND ABUTMENT JOINT**



INSIDE ELEVATION OF CONCRETE BARRIER OR PARAPET  
(INTEGRAL OR SEMI-INTEGRAL ABUTMENT)



INSIDE ELEVATION OF CONCRETE BARRIER OR PARAPET  
(PARAPET ABUTMENT)



FOR SLIPFORM CONSTRUCTION: CREATE A ONE INCH STRAIGHT GROOVE USING A TROWEL IMMEDIATELY AFTER CONCRETE IS PLACED AND WHILE IT IS STILL WET. INSERT RIGID PLASTIC EXTRUSION INTO GROOVE TO A DEPTH 1/8" BELOW THE SURFACE; FINISH OVER GROOVE COMPLETELY HIDING THE EXTRUSION.

NOTE  
④

REVISION: MAY 21, 2025

APPROVED: DECEMBER 21, 2022  
*Edward A. Stizen*  
STATE BRIDGE ENGINEER

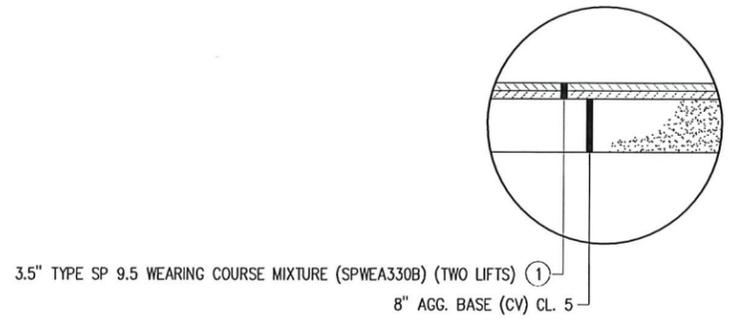
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NAME: *Christopher J. Miller* LIC. NO. 49840 DATE: 02/05/2026  
CHRISTOPHER J. MILLER

TITLE: MISCELLANEOUS CONCRETE BARRIER AND PARAPET DETAILS

DES: GAV DR: CJM APPROVED: BRIDGE NO. 18510  
CHK: CJM CHK: CJM SHEET NO. 13 OF 34 SHEETS

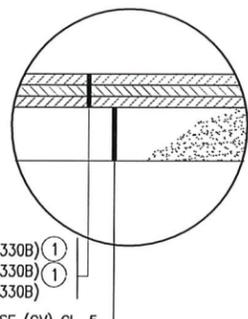
FIG. 5-397.174

STATE PROJ. NO. 018-666-003



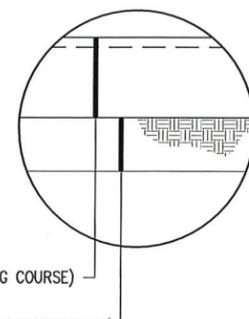
3.5" TYPE SP 9.5 WEARING COURSE MIXTURE (SPWEA330B) (TWO LIFTS) ①  
8" AGG. BASE (CV) CL. 5"

INSET "A" ①



2.0" TYPE SP 9.5 WEARING COURSE MIXTURE (3,B) (SPWEA330B) ①  
2.0" TYPE SP 9.5 WEARING COURSE MIXTURE (3,B) (SPWEA330B) ①  
2.0" TYPE SP 9.5 WEARING COURSE MIXTURE (3,B) (SPWEA330B) ①  
8" AGG. BASE (CV) CL. 5"

INSET "B" ①



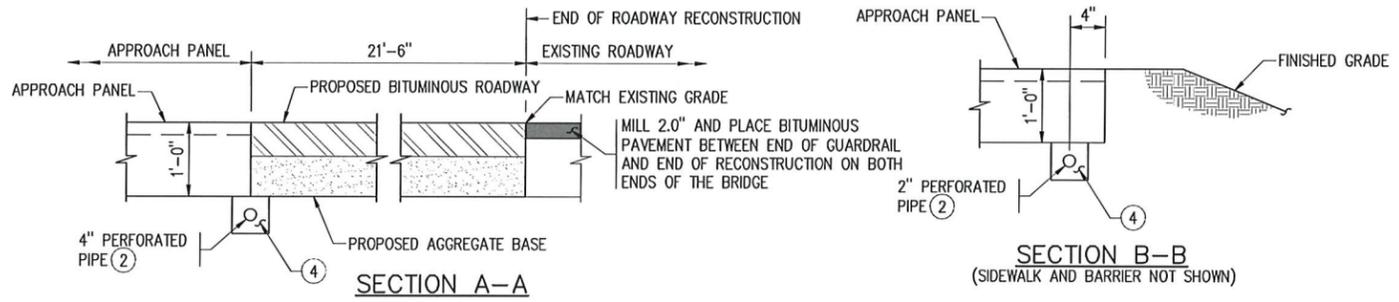
12" APPROACH PANEL (10" SLAB + 2" WEARING COURSE)  
EXISTING FILL. COMPACT PRIOR TO CONSTRUCTION OF APPROACH PANEL (INCIDENTAL)

INSET "C"

**KEY NOTES:**

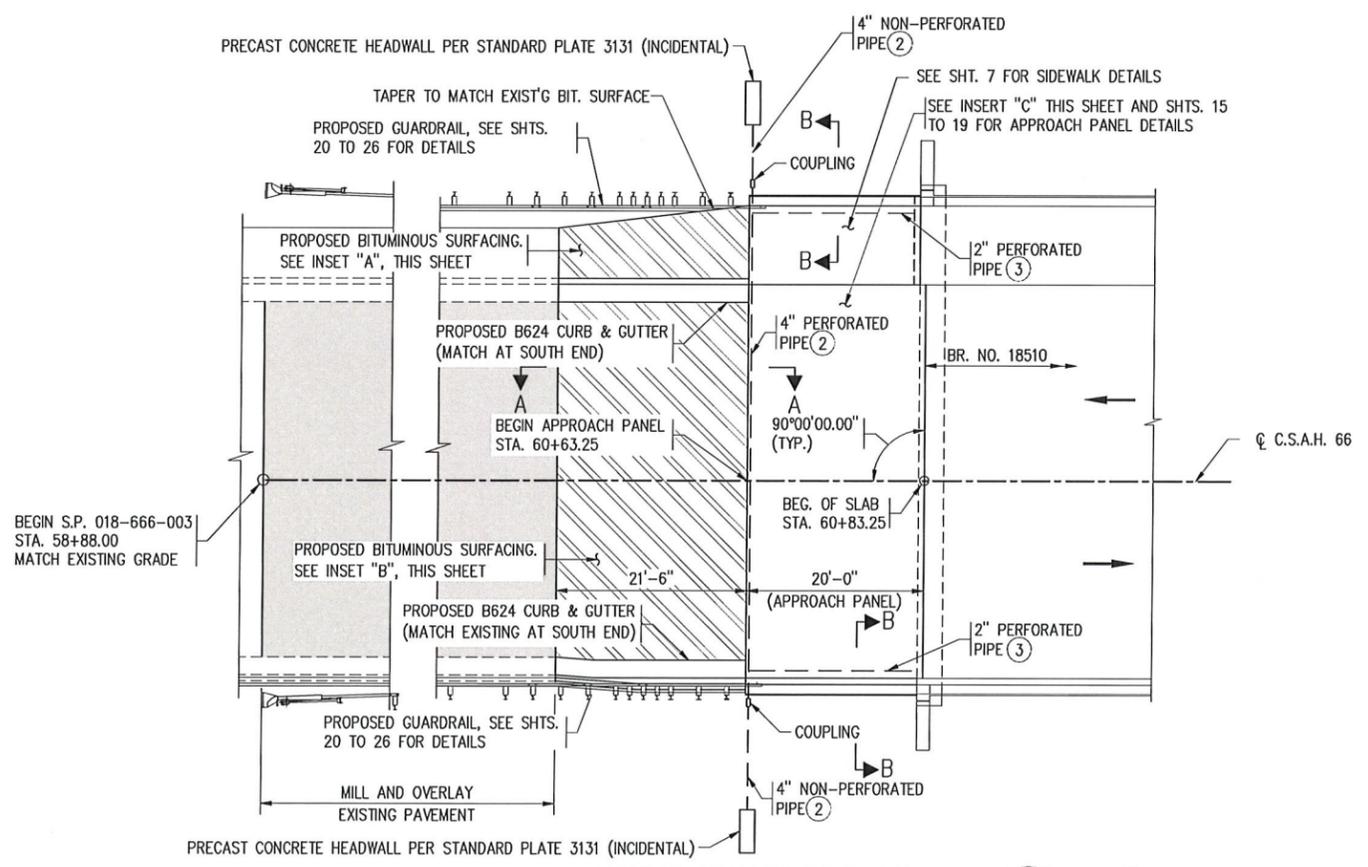
- ① PLACE TACK COAT BETWEEN COURSES - SPEC. 2357 (INCIDENTAL).
- ② 4-INCH NOMINAL DIAMETER THERMOPLASTIC PIPE, AS PER ASTM D1785M, SCHEDULE 40. SLOPE PIPE TO DITCH. WRAP PERFORATED PIPE WITH GEOTEXTILE AS PER MNDOT SPEC. 3733. 1/8 INCH PER 12 INCH MINIMUM SLOPE. FURNISH AND INSTALLING THE DRAIN SYSTEM IS INCIDENTAL.
- ③ 2-INCH NOMINAL DIAMETER THERMOPLASTIC PIPE, AS PER ASTM D1785M, SCHEDULE 40. SLOPE PIPE TO DITCH. WRAP PERFORATED PIPE WITH GEOTEXTILE AS PER MNDOT SPEC. 3733. 1/8 INCH PER 12 INCH MINIMUM SLOPE. FURNISH AND INSTALLING THE DRAIN SYSTEM IS INCIDENTAL.
- ④ BACKFILL WITH FINE AGGREGATE PER MNDOT 3149 MODIFIED TO 0-3% PASSING A NO. 200 SIEVE (INCIDENTAL).

**LEGEND:**

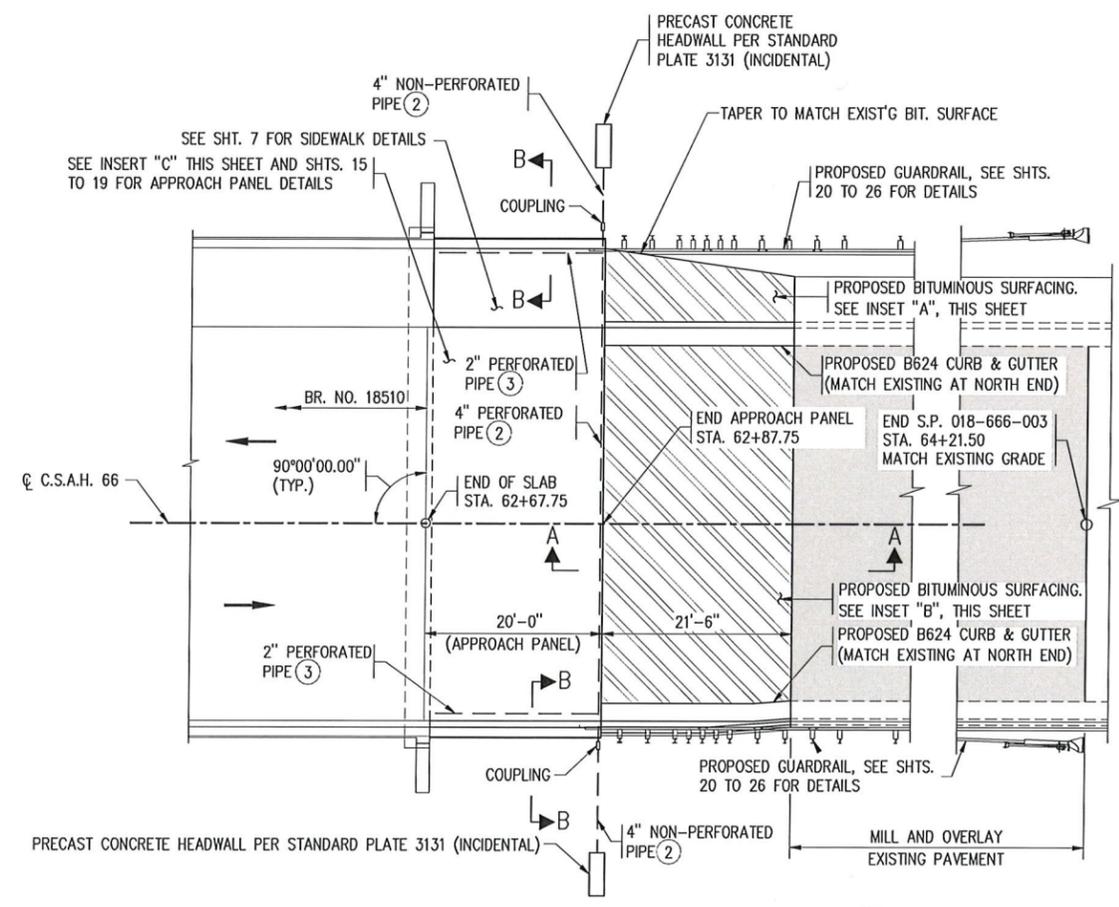


SECTION A-A

SECTION B-B  
(SIDEWALK AND BARRIER NOT SHOWN)



**SOUTH APPROACH PLAN**  
(SEE SHEET 5 FOR CONSTRUCTION STAGING REQUIREMENTS)



**NORTH APPROACH PLAN**  
(SEE SHEET 5 FOR CONSTRUCTION STAGING REQUIREMENTS)

REV. NO.	DATE	REVISION DESCRIPTION	APPROVED

STATE PROJ. NO. 018-666-003

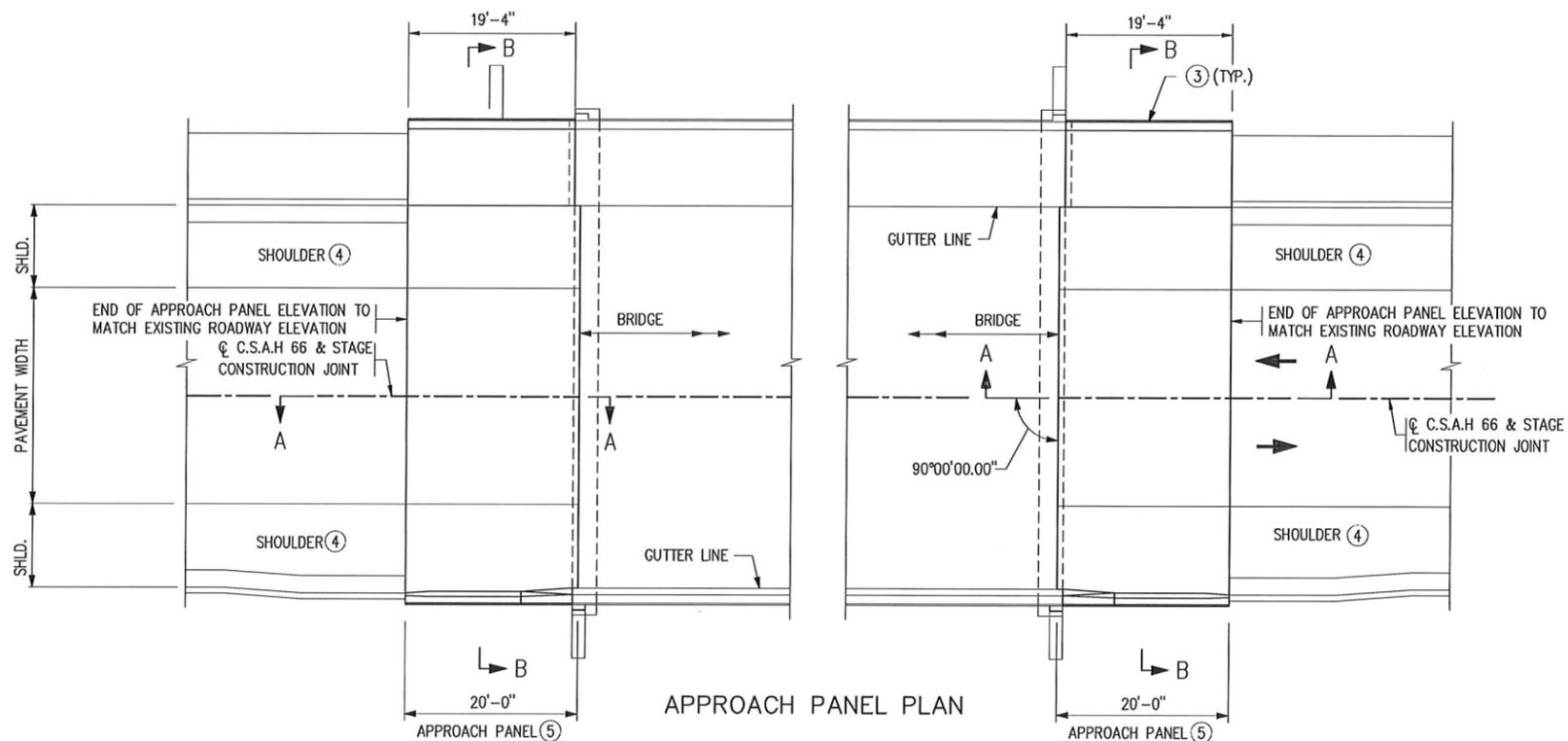
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NAME: Christopher J. Miller LIC. NO. 49840 DATE 02/05/2026

TITLE:  
**APPROACH ROADWAY CONSTRUCTION DETAILS**

DES: CJM DR: GAV APPROVED:  
CHK: JWS CHK: CJM

BRIDGE NO.  
18510

SHEET NO. 14 OF 34 SHEETS



**NOTES:**

- ① SEE SHT. 14 FOR DRAINAGE DETAILS AND ADDITIONAL REQUIREMENTS.
- ② B6 CURB DESIGN SHOWN. SEE STANDARD PLATES FOR CURB DETAILS.
- ③ TO ACCOMMODATE GUARDRAIL CONNECTION AND CRASH TEST REQUIREMENTS THE CONCRETE BARRIER/PARAPET MUST EXTEND 13'-6" MINIMUM ONTO THE APPROACH PANEL. FOR PARALLEL WINGWALLS THE BARRIER MUST ALSO EXTEND TO OR BEYOND THE END OF THE WINGWALL. REFER TO BRIDGE PLAN FOR BARRIER/PARAPET REINFORCEMENT, COVER PLATES, AND PAYMENT.
- ④ SEE PLANS FOR PAVEMENT AND SHOULDER WIDTHS AND CONFIGURATION.
- ⑤ APPROACH PANEL LENGTHS ARE MEASURED ALONG CENTERLINE OF ROADWAY. PANEL SIZE AND REQUIREMENTS FOR TRANSVERSE AND LONGITUDINAL JOINTS ARE SHOWN ON STANDARD PLANS 5-297.226 AND 5-297.227.

**GENERAL NOTES:**

REFER TO LONGITUDINAL SECTION A-A ON STANDARD PLAN 5-297.224 FOR DELINEATION OF START/END OF BRIDGE AND APPROACH PANEL.

GENERAL DRAINAGE DETAILS ARE SHOWN ON STANDARD PLAN 5-297.226 AND 5-297.228. CATCH BASIN DETAILS ARE SHOWN ON CONSTRUCTION PLAN SHEETS.

REFER TO SPEC. 2406 FOR ADDITIONAL INFORMATION.

REV. NO.	DATE	REVISION DESCRIPTION	APPROVED

STATE PROJ. NO. 018-666-003

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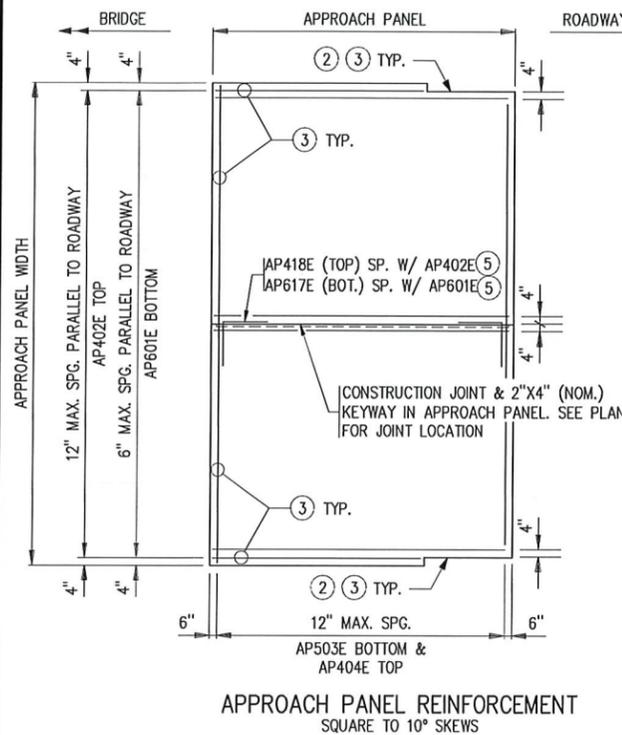
NAME: *Christopher J. Miller* LIC. NO. 49840 DATE 02/05/2026  
CHRISTOPHER J. MILLER

TITLE: BRIDGE APPROACH PANEL LAYOUT  
(TYPE S CONCRETE BARRIER ON APPROACH PANEL)

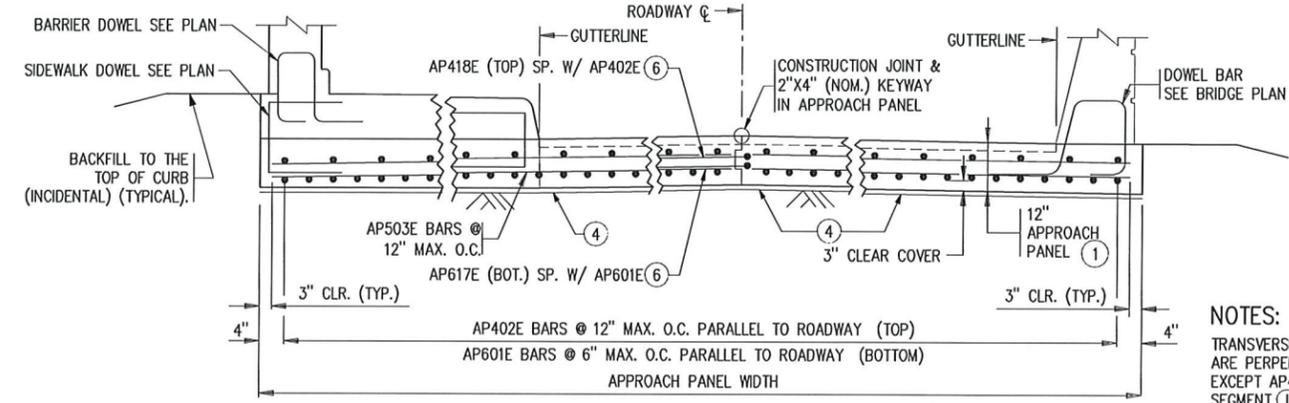
DES: CJM	DR: CJM	APPROVED:
CHK: JWS	CHK: JWS	

SHEET NO. 15 OF 34 SHEETS

BRIDGE NO. 18510

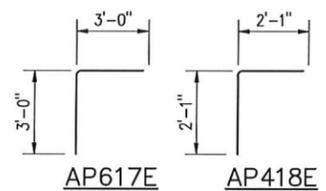


APPROACH PANEL REINFORCEMENT  
SQUARE TO 10° SKEWS



TRANSVERSE SECTION B-B  
FROM SHEET 15

NOTES:  
TRANSVERSE BARS IN BOTH PANEL SEGMENTS ARE PERPENDICULAR TO ROADWAY CENTERLINE EXCEPT AP407E ARE PARALLEL TO SKEW IN SEGMENT (I) AND AP415E ARE PARALLEL TO SKEW IN SEGMENT (II).  
LONGITUDINAL BARS IN BOTH PANEL SEGMENTS ARE PARALLEL TO ROADWAY CENTERLINE.



ESTIMATED REINFORCEMENT QUANTITY FOR BRIDGE APPROACH PANELS		
TYPE	LOCATION	ESTIMATED WEIGHT
PANEL (SQ. TO 10°)	BRIDGE TO END OF APPROACH PANEL	48.5 LB./SQ. YD.
PANEL SEGMENT (I) (OVER 10°)	BRIDGE TO CONTRACTION JOINT	48.5 LB./SQ. YD.
PANEL SEGMENT (II) (OVER 10°)	CONTRACTION JOINT TO END OF APPROACH PANEL	35.0 LB./SQ. YD.
SILL	SILL (IF REQUIRED)	14.0 LB./LIN FT.

BILL OF REINFORCEMENT FOR BRIDGE APPROACH PANELS				
CONTRACTOR IS REQUIRED TO COMPLETE THE BILL OF REINFORCEMENT TABLE AND PREPARE SHOP DRAWINGS INCLUDING CURB TRANSITIONS AND ALL DETAILS NECESSARY TO CONSTRUCT THE PANEL. SUBMIT THEM TO THE PROJECT ENGINEER AT LEAST 3 WEEKS BEFORE REBAR FABRICATION.				
BAR	NO.	LENGTH	SHAPE	LOCATION
AP601E	---	---	---	BOTTOM_LONGITUDINAL_
AP402E	---	---	---	TOP_LONGITUDINAL_
AP503E	---	---	---	BOTTOM_TRANSVERSE_
AP404E	---	---	---	TOP_TRANSVERSE_
AP505E	_ SER. OF _	--- TO ---	---	BOTTOM_TRANSVERSE_
AP406E	_ SER. OF _	--- TO ---	---	TOP_TRANSVERSE_
AP407E	---	---	---	TOP_&_BOTTOM_EDGE
AP508E	---	8'-0"	---	TOP_CORNER_-_FAN
AP509E	---	---	---	BOTTOM_TRANSVERSE_
AP410E	---	---	---	TOP_TRANSVERSE_
AP511E	_ SER. OF _	--- TO ---	---	BOTTOM_TRANSVERSE_
AP412E	_ SER. OF _	--- TO ---	---	TOP_TRANSVERSE_
AP613E	_ SER. OF _	--- TO ---	---	BOTTOM_LONGITUDINAL_
AP414E	_ SER. OF _	--- TO ---	---	TOP_LONGITUDINAL_
AP415E	---	---	---	TOP_&_BOTTOM_EDGE
AP616E	---	5'-0"	---	C2H-D_JOINT
AP617E	---	6'-0"	---	TRANSVERSE_DOWEL
AP418E	---	4'-2"	---	TRANSVERSE_DOWEL

GENERAL NOTES:  
USE EPOXY COATED GRADE 60 REINFORCEMENT IN ACCORDANCE WITH SPEC. 3301 IN APPROACH PANEL, CONCRETE SILL, AND CURB TRANSITION. EPOXY COAT BARS MARKED WITH THE SUFFIX "E" IN ACCORDANCE WITH SPEC. 3301.  
MINIMUM REINFORCEMENT LAP LENGTHS ARE AS FOLLOWS: NO. 4 BAR = 1'-7", NO. 5 BAR = 2'-0", NO. 6 BAR = 2'-4", NO. 7 BAR = 3'-2", NO. 8 BAR = 4'-1".  
STAGGER ALL LAP SPLICES SUCH THAT NO MORE THAN 50% OF REBAR IS SPLICED AT THE SAME LOCATION.  
TIE 100% OF TOP MAT REINFORCEMENT BAR INTERSECTIONS.  
(1) APPROACH SLAB THICKNESS IS 12" (12" MONOLITHIC OR 10" SLAB + 2" WEARING COURSE). CHECK BRIDGE PLANS FOR CONCRETE WEARING COURSE, WHICH IS INCLUDED IN BRIDGE PLAN QUANTITIES.  
(2) REFER TO STANDARD PLAN 5-297.223 FOR END OF BARRIER/PARAPET STATION.  
(3) FIELD CUT LONGITUDINAL AP402E & AP601E BARS BENEATH BARRIER/PARAPET. REFER TO GENERAL NOTES FOR MINIMUM LAP LENGTHS AND EPOXY REPAIR REQUIREMENTS.  
(4) PLACE 12 MIL POLYETHYLENE SHEETING (OR 2 LAYERS OF 6 MIL) UNDER THE LIMITS OF THE APPROACH PANEL TO ALLOW THE PANEL TO MOVE LONGITUDINALLY ON THE GRADE. SHEETING IS INCLUDED IN THE APPROACH PANEL PAY ITEM.  
(5) FIELD STRAIGHTEN AP617E AND AP418E TO PROVIDE LAP SPLICE TO STAGE 2 TRANSVERSE REINFORCEMENT.

REV. NO.	DATE	REVISION DESCRIPTION	APPROVED

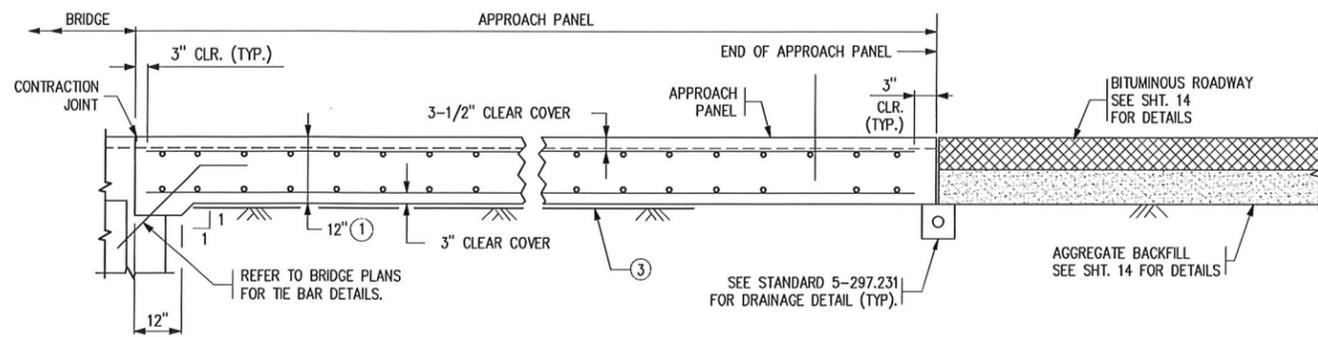
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NAME: Christopher J. Miller, LIC. NO. 49840, DATE 02/05/2026

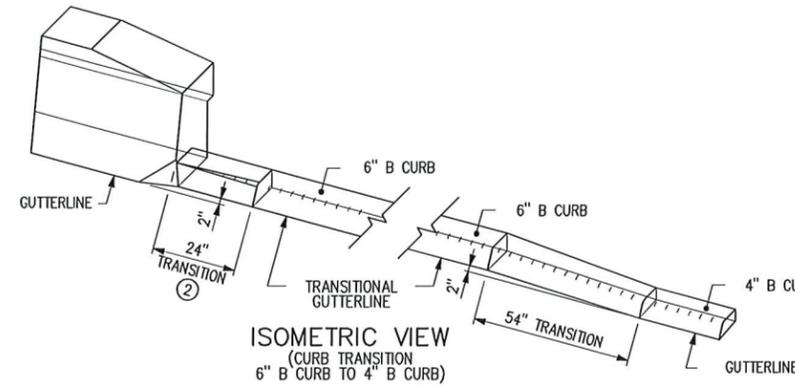
TITLE: BRIDGE APPROACH PANEL REINFORCEMENT DETAILS  
(TYPE S CONCRETE BARRIER ON APPROACH PANEL)

DES: CJM	DR: CJM	APPROVED:	BRIDGE NO. 18510
CHK: JWS	CHK: JWS		

SHEET NO. 16 OF 34 SHEETS



LONGITUDINAL SECTION A-A  
FROM SHEET 15



- NOTES:**
- USE EPOXY COATED GRADE 60 REINFORCEMENT IN ACCORDANCE WITH SPEC 3301.
  - USE CONCRETE MIX 3S52.
  - REPAIR CUT REBAR ENDS IN ACCORDANCE WITH SPEC. 2472.3C.
  - STAGER ALL LAP SPLICES SUCH THAT NO MORE THAN 50% OF REBAR IS SPLICED AT THE SAME LOCATION.
  - ① APPROACH SLAB THICKNESS IS 12" (12" MONOLITHIC OR 10" SLAB + 2" WEARING COURSE). CHECK BRIDGE PLANS FOR CONCRETE WEARING COURSE, WHICH IS INCLUDED IN BRIDGE PLAN QUANTITIES.
  - ② CURB TRANSITIONS FROM VERTICAL FACE AT END OF BARRIER TO 6" B CURB OVER 24" LENGTH.
  - ③ EXTEND 12 MIL POLYETHYLENE SHEETING (OR 2 LAYERS OF 6 MIL. FROM UNDERSIDE OF THE APPROACH PANEL TO ALLOW THE PANEL TO MOVE LONGITUDINALLY ON THE GRADE. (SHEETING IS INCLUDED IN THE APPROACH PANEL PAY ITEM).

REV. NO.	DATE	REVISION DESCRIPTION	APPROVED

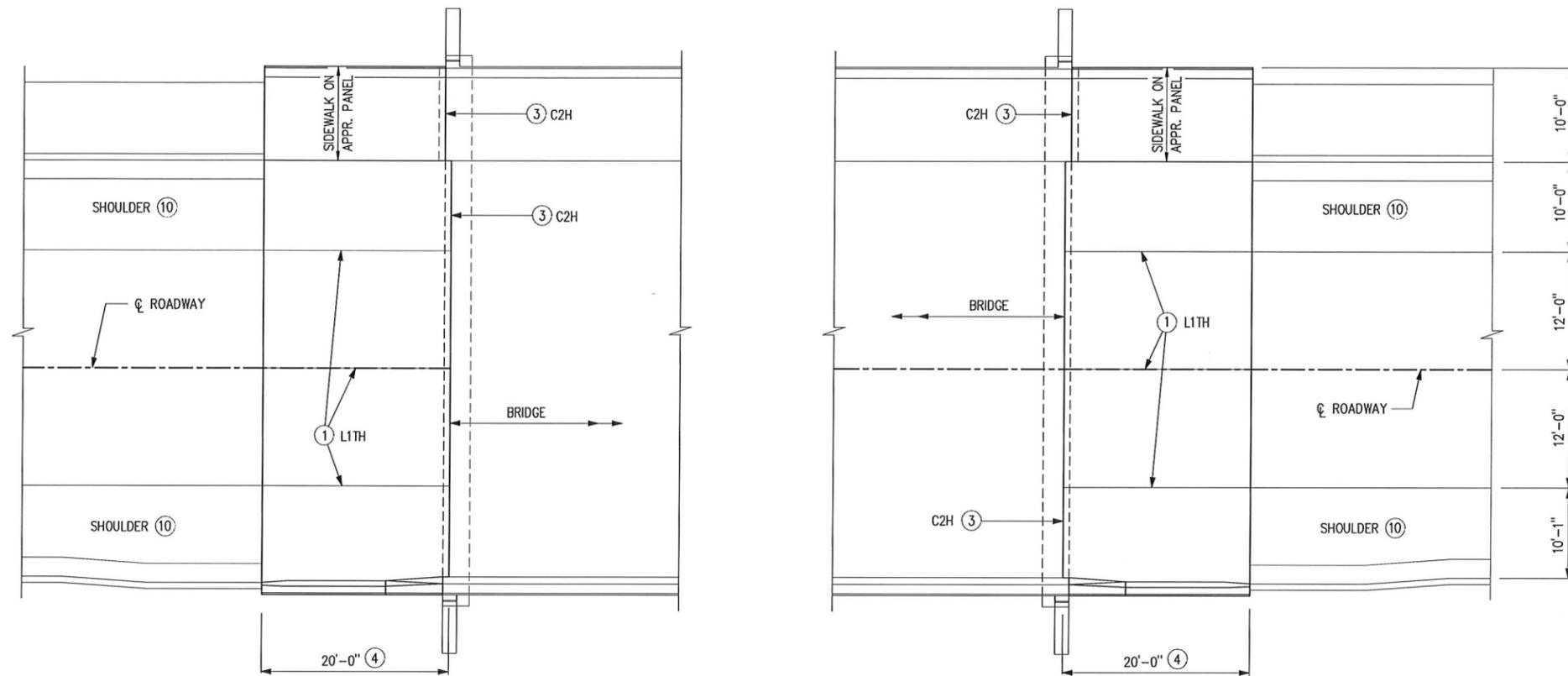
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 NAME: *Christopher J. Miller* LIC. NO. 49840 DATE 02/05/2026  
 CHRISTOPHER J. MILLER

TITLE: BRIDGE APPROACH PANEL  
MISCELLANEOUS DETAILS

DES: CJM	DR: CJM	APPROVED:
CHK: JWS	CHK: JWS	

BRIDGE NO. 18510  
SHEET NO. 17 OF 34 SHEETS



APPROACH PANELS - SQUARE TO 10° SKEWS (5)

APPROACH PANEL JOINT LAYOUT NOTES:

- (1) L1TH LONGITUDINAL JOINT. SEE STANDARD PLAN 5-297.229 FOR REINFORCEMENT LAP LENGTH REQUIREMENTS FOR STAGED CONSTRUCTION.
- (2) C2H CONTRACTION JOINT.
- (3) MAXIMUM PANEL LENGTH MEASURED ALONG CENTERLINE OF 20'-0" FOR UP TO 40° SKEWS, 15'-0" FOR SKEWS OVER 40°.
- (4) ALL JOINTS SHALL BE SAWCUT. SAWCUTS SHALL BE MADE WHILE THE CONCRETE IS STILL GREEN. WHEN A CONCRETE WEARING COURSE IS SPECIFIED, THE JOINTS SHALL BE SAWN THROUGH BOTH THE WEARING COURSE AND THE UNDERLYING APPROACH SLAB IN A SINGLE OPERATION.

REV. NO.	DATE	REVISION DESCRIPTION	APPROVED

STATE PROJ. NO. 018-666-003

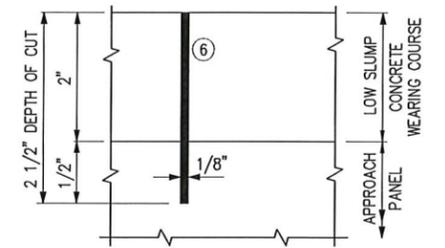
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 NAME: *Christopher J. Miller* LIC. NO. 49840 DATE 02/05/2026  
 CHRISTOPHER J. MILLER

TITLE: BRIDGE APPROACH PANEL JOINT LAYOUT

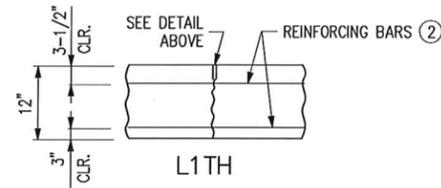
DES: CJM	DR: CJM	APPROVED:
CHK: JWS	CHK: JWS	

SHEET NO. 18 OF 34 SHEETS

BRIDGE NO. 18510



C2H & L1TH WITH  
CONCRETE WEARING COURSE ①  
(SAWED & SEALED PER SPEC. 3725)



JOINT DETAILS

- JOINT NOTES:
- ① CLEAN AND DRY FULLY CURED JOINT FACES BY SANDBLASTING PRIOR TO SEALING THE JOINT.
  - ② WHEN CONSTRUCTING A L1TH JOINT UNDER STAGED CONSTRUCTION, EXTEND NO. 4 BARS 1'-8" AND NO. 5 BARS 2'-1" PAST THE EDGE OF THE FIRST CONCRETE POUR. CONSTRUCT L1TH JOINT ACCORDING TO DETAIL SHOWN AFTER ADJACENT POUR IS COMPLETE.

REV. NO.	DATE	REVISION DESCRIPTION	APPROVED
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STATE PROJ. NO. 018-666-003

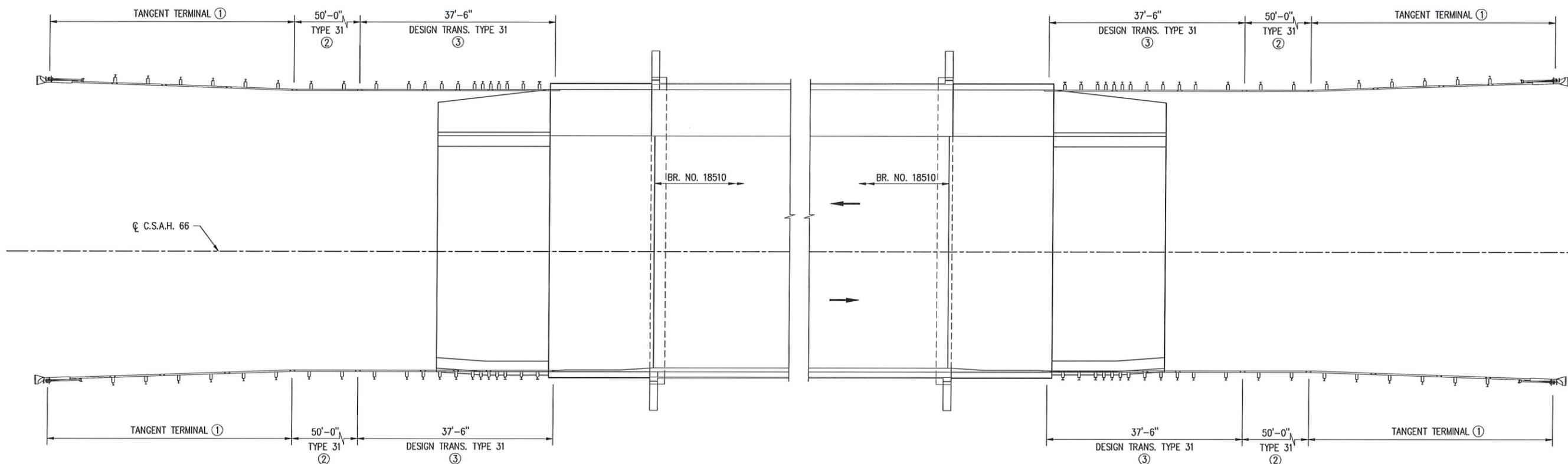
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 NAME: *Christopher J. Miller* LIC. NO. 49840 DATE 02/05/2026  
 CHRISTOPHER J. MILLER

TITLE:

BRIDGE APPROACH PANEL  
JOINT LAYOUT

DES: CJM	DR: GAV	APPROVED:
CHK: JWS	CHK: CJM	
SHEET NO. 19 OF 34 SHEETS		

BRIDGE NO.  
18510



GUARDRAIL PLAN  
SCALE: 0 10'



NOTES:

- ALL GUARDRAIL POSTS SHALL BE 6'-3" CENTER TO CENTER EXCEPT WHERE NOTED.
- TYPE 31 GUARDRAIL POST TO BE 108" LENGTH. SEE DETAIL, SHT. 22.
- THE LATEST APPROVED VERSION OF STANDARD PLATES OR AS INDICATED IN THE PLANS SHALL APPLY.
- ① END TREATMENT - TANGENT TERMINAL, SEE SHT. 21 FOR LENGTHS AND DETAILS. PAY QUANTITY = 4.
- ② TRAFFIC BARRIER DESIGN TYPE 31, SEE SHT. 22 FOR DETAILS. PAY LENGTH: 4 @ 50'-0" = 200'-0"
- ③ TRAFFIC BARRIER DESIGN TRANSITION TYPE 31, SEE SHTS. 23-25 FOR DETAILS. PAY LENGTH: 4 @ 37'-6" = 150'-0"

REV. NO.	DATE	REVISION DESCRIPTION	APPROVED

STATE PROJ. NO. 018-666-003

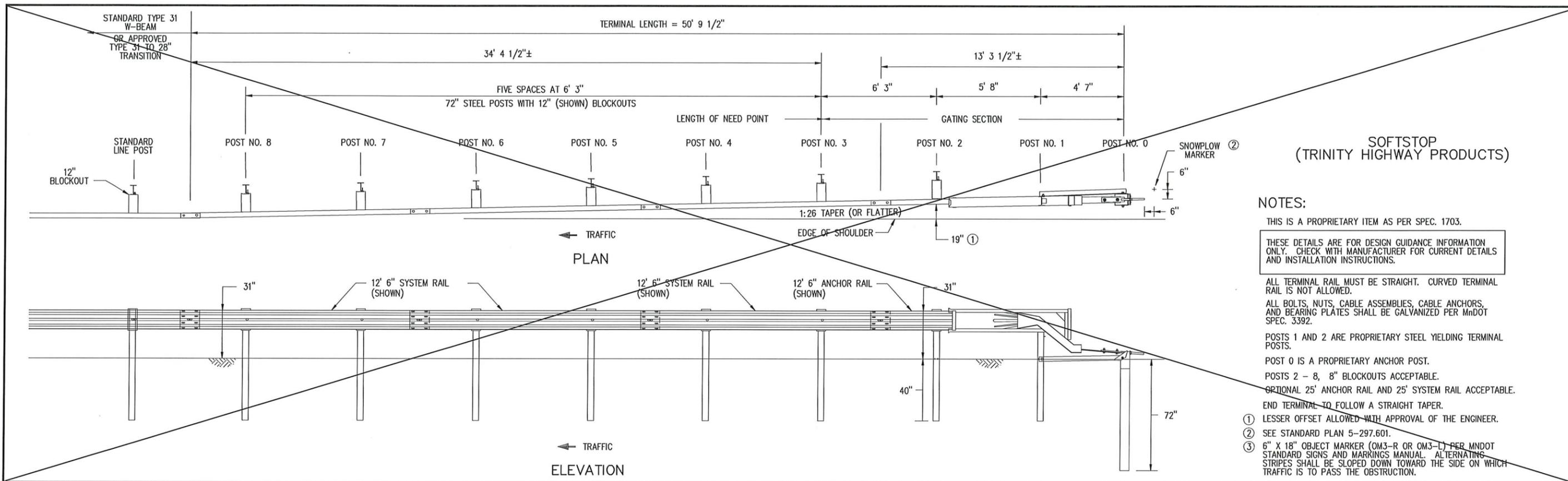
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NAME: *Christopher J. Miller* LIC. NO. 49840 DATE 02/05/2026  
CHRISTOPHER J. MILLER

TITLE: GUARDRAIL LAYOUT

DES: CJM	DR: GAV	APPROVED:
CHK: JWS	CHK: CJM	

SHEET NO. 20 OF 34 SHEETS

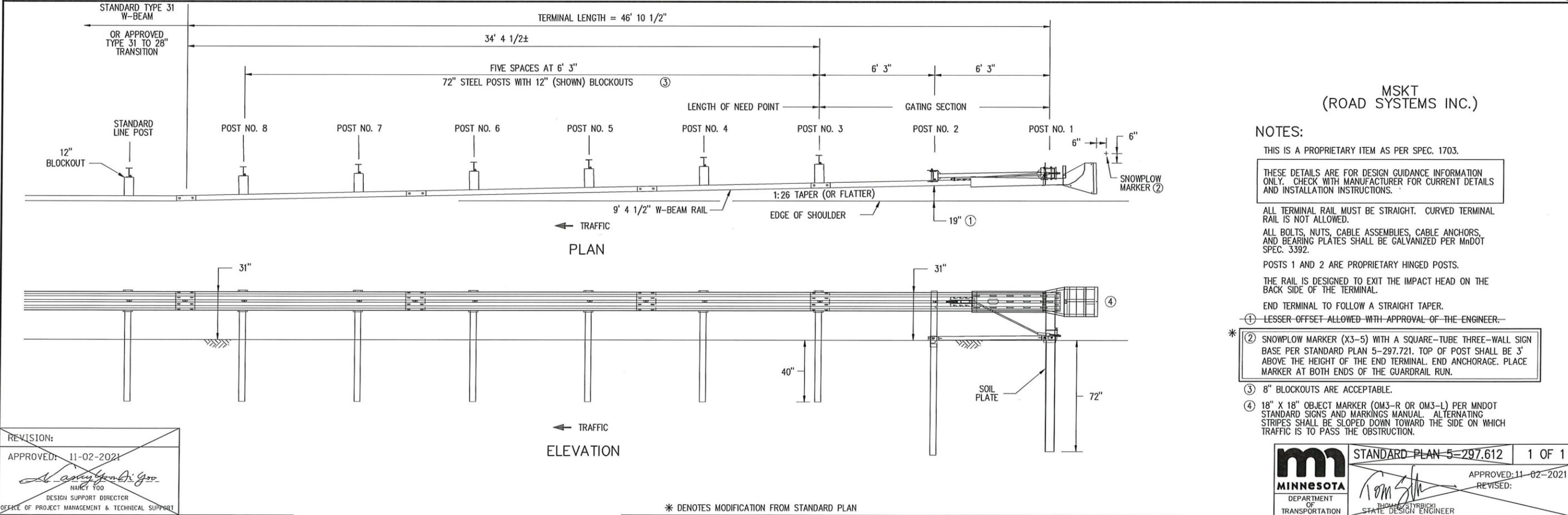
BRIDGE NO. 18510



**SOFTSTOP  
(TRINITY HIGHWAY PRODUCTS)**

**NOTES:**

- THIS IS A PROPRIETARY ITEM AS PER SPEC. 1703.
- THESE DETAILS ARE FOR DESIGN GUIDANCE INFORMATION ONLY. CHECK WITH MANUFACTURER FOR CURRENT DETAILS AND INSTALLATION INSTRUCTIONS.
- ALL TERMINAL RAIL MUST BE STRAIGHT. CURVED TERMINAL RAIL IS NOT ALLOWED.
- ALL BOLTS, NUTS, CABLE ASSEMBLIES, CABLE ANCHORS, AND BEARING PLATES SHALL BE GALVANIZED PER MNDOT SPEC. 3392.
- POSTS 1 AND 2 ARE PROPRIETARY STEEL YIELDING TERMINAL POSTS.
- POST 0 IS A PROPRIETARY ANCHOR POST.
- POSTS 2 - 8, 8" BLOCKOUTS ACCEPTABLE.
- OPTIONAL 25' ANCHOR RAIL AND 25' SYSTEM RAIL ACCEPTABLE.
- END TERMINAL TO FOLLOW A STRAIGHT TAPER.
- ① LESSER OFFSET ALLOWED WITH APPROVAL OF THE ENGINEER.
- ② SEE STANDARD PLAN 5-297.601.
- ③ 6" X 18" OBJECT MARKER (OM3-R OR OM3-L) PER MNDOT STANDARD SIGNS AND MARKINGS MANUAL. ALTERNATING STRIPES SHALL BE SLOPED DOWN TOWARD THE SIDE ON WHICH TRAFFIC IS TO PASS THE OBSTRUCTION.



**MSKT  
(ROAD SYSTEMS INC.)**

**NOTES:**

- THIS IS A PROPRIETARY ITEM AS PER SPEC. 1703.
- THESE DETAILS ARE FOR DESIGN GUIDANCE INFORMATION ONLY. CHECK WITH MANUFACTURER FOR CURRENT DETAILS AND INSTALLATION INSTRUCTIONS.
- ALL TERMINAL RAIL MUST BE STRAIGHT. CURVED TERMINAL RAIL IS NOT ALLOWED.
- ALL BOLTS, NUTS, CABLE ASSEMBLIES, CABLE ANCHORS, AND BEARING PLATES SHALL BE GALVANIZED PER MNDOT SPEC. 3392.
- POSTS 1 AND 2 ARE PROPRIETARY HINGED POSTS.
- THE RAIL IS DESIGNED TO EXIT THE IMPACT HEAD ON THE BACK SIDE OF THE TERMINAL.
- END TERMINAL TO FOLLOW A STRAIGHT TAPER.
- ① LESSER OFFSET ALLOWED WITH APPROVAL OF THE ENGINEER.
- \* ② SNOWPLOW MARKER (X3-5) WITH A SQUARE-TUBE THREE-WALL SIGN BASE PER STANDARD PLAN 5-297.721. TOP OF POST SHALL BE 3' ABOVE THE HEIGHT OF THE END TERMINAL. END ANCHORAGE. PLACE MARKER AT BOTH ENDS OF THE GUARDRAIL RUN.
- ③ 8" BLOCKOUTS ARE ACCEPTABLE.
- ④ 18" X 18" OBJECT MARKER (OM3-R OR OM3-L) PER MNDOT STANDARD SIGNS AND MARKINGS MANUAL. ALTERNATING STRIPES SHALL BE SLOPED DOWN TOWARD THE SIDE ON WHICH TRAFFIC IS TO PASS THE OBSTRUCTION.

REVISION:  
APPROVED: 11-02-2021  
*Nancy Yoo*  
NANCY YOO  
DESIGN SUPPORT DIRECTOR  
OFFICE OF PROJECT MANAGEMENT & TECHNICAL SUPPORT

\* DENOTES MODIFICATION FROM STANDARD PLAN

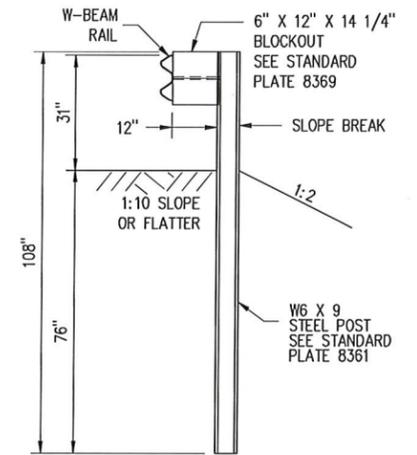
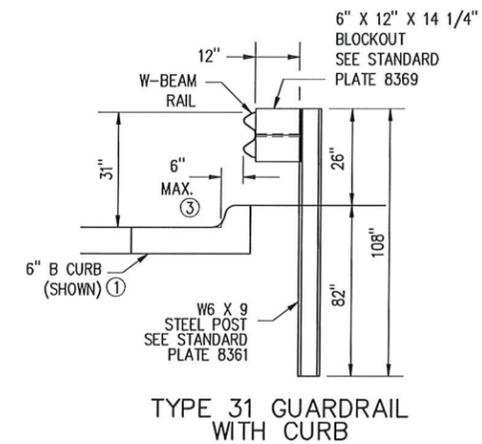
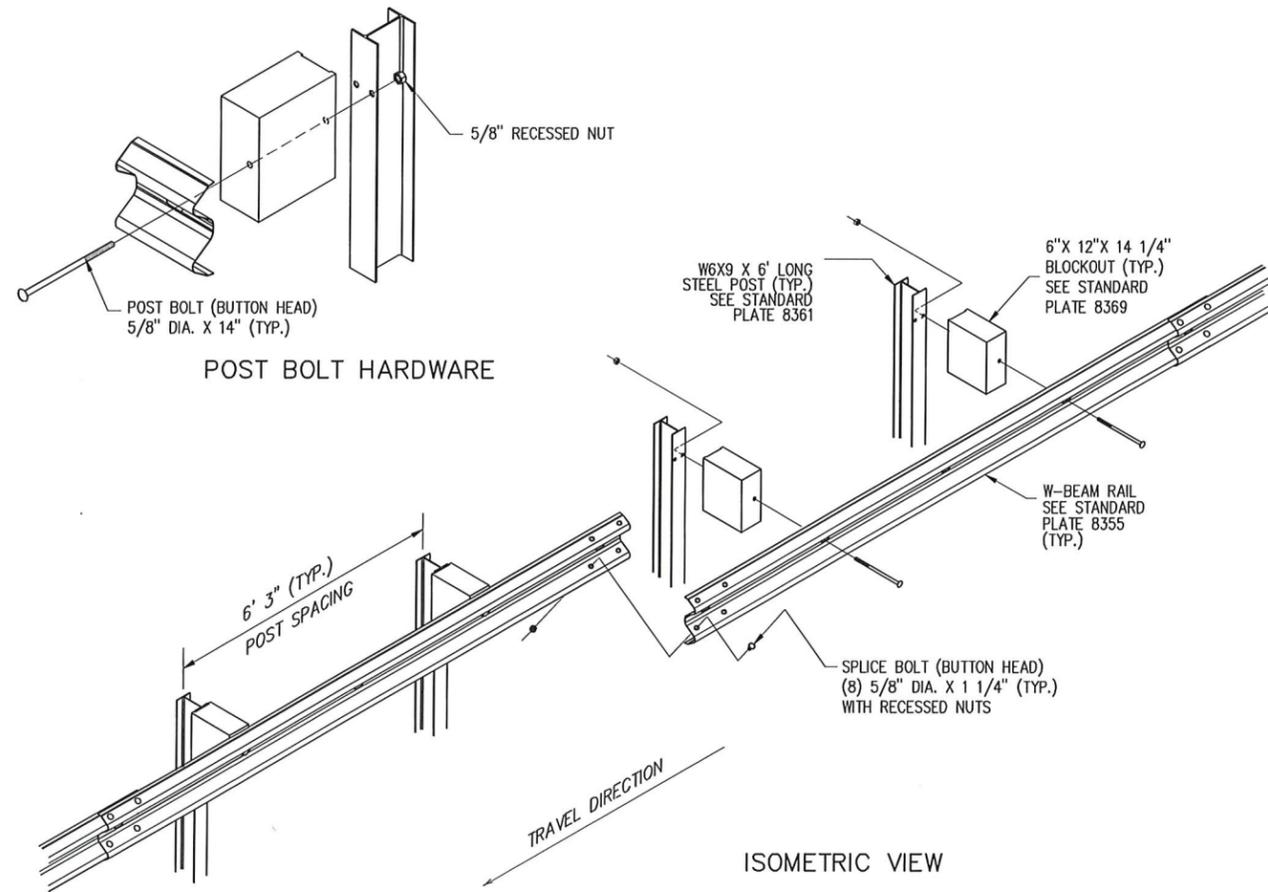
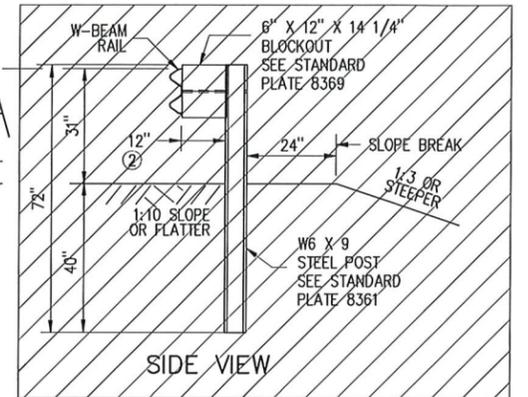
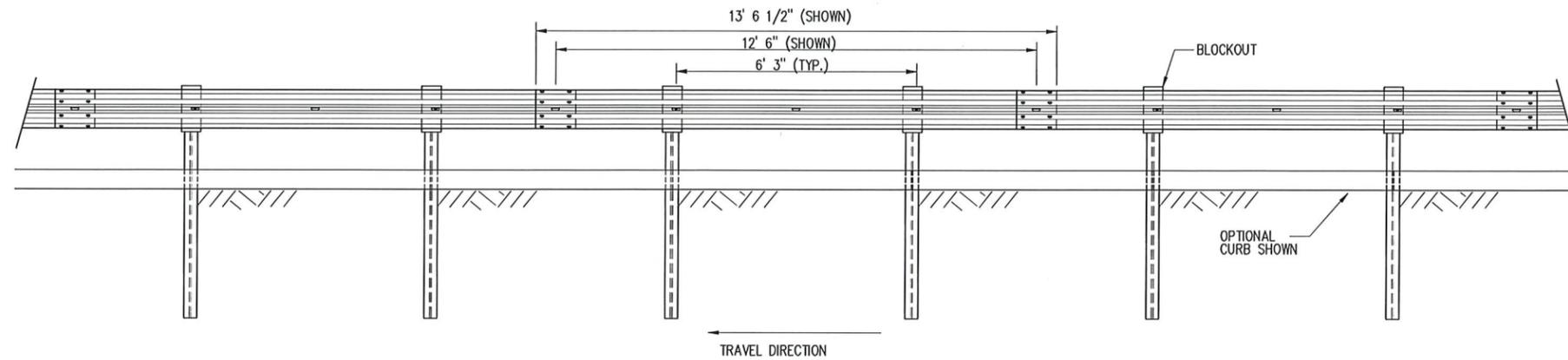
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NAME: *Christopher J. Miller* LIC. NO. 49840 DATE 02/05/2026  
CHRISTOPHER J. MILLER

TITLE:  
PROPRIETARY END TERMINAL -  
TANGENT FOR TYPE 31 GUARDRAIL

DES: CJM DR: GAV APPROVED: *Tom Strick*  
CHK: JWS CHK: JWS  
MINNESOTA DEPARTMENT OF TRANSPORTATION  
THOMAS STRICK  
STATE DESIGN ENGINEER  
APPROVED: 11-02-2021  
REVISED:  
BRIDGE NO. 18510  
SHEET NO. 21 OF 34 SHEETS

REV. NO.	DATE	REVISION DESCRIPTION	APPROVED

STATE PROJ. NO. 018-666-003



NOTES:

GUARDRAIL IS PLACED ON SLOPES 1:10 OR FLATTER WITH SLOPE EXTENDING A MINIMUM 24" BEHIND POST TO SLOPE BREAK POINT.

ALL RAIL AND HARDWARE COMPONENTS IN ACCORDANCE WITH AASHTO SPEC. M 180

- ① B CURB OR D CURB ACCEPTABLE.
- ② MAXIMUM OF 24" MAY BE USED WHERE UNDERGROUND POST OBSTRUCTIONS ARE ENCOUNTERED.
- ③ 0" TO 6" MAXIMUM.

LEAD EXPERT OFFICE

NANCY YOO  
DESIGN SUPPORT DIRECTOR  
OFFICE OF PROJECT MANAGEMENT & TECHNICAL SUPPORT

REV. NO.	DATE	REVISION DESCRIPTION	APPROVED

STATE PROJ. NO. 018-666-003

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NAME: Christopher J. Miller LIC. NO. 49840 DATE 02/05/2026

TITLE: TRAFFIC BARRIER TYPE 31 ASSEMBLY DETAILS



STANDARD PLAN 5-297.690

1 OF 1

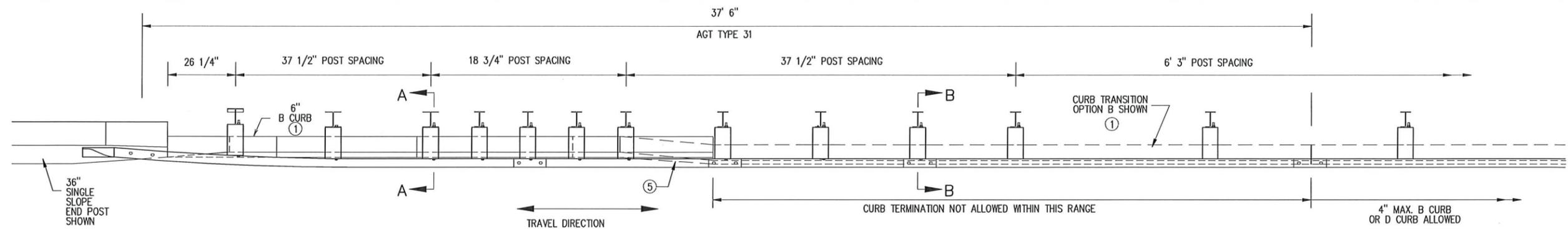
APPROVED: 07-05-2022  
REVISED:

Tom Smith  
STATE DESIGN ENGINEER

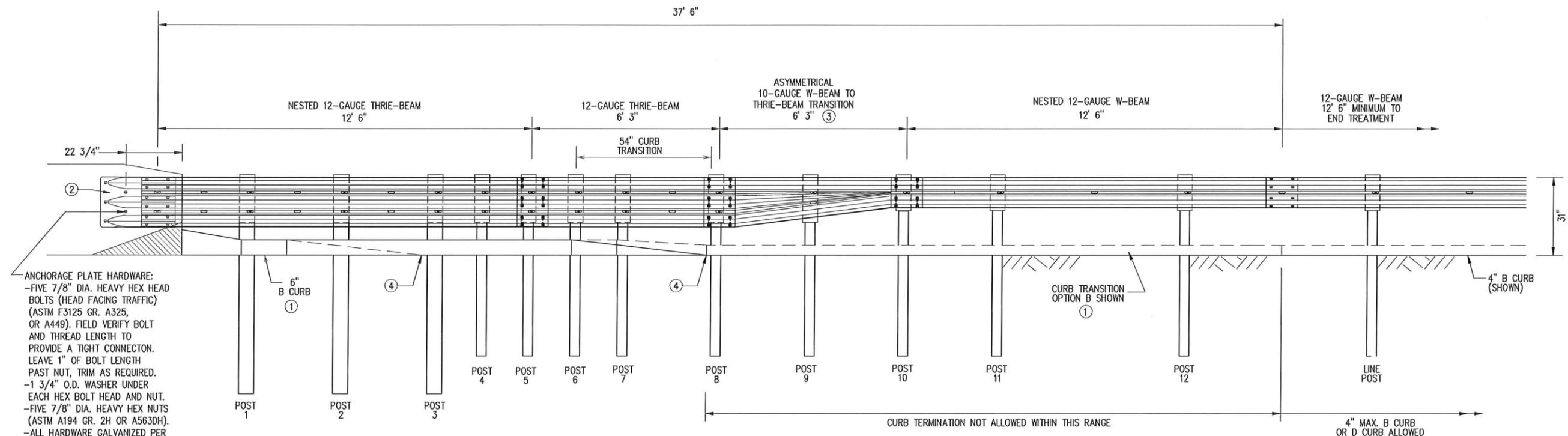
DES: CJM DR: GAV APPROVED:  
CHK: JWS CHK: JWS

BRIDGE NO. 18510

SHEET NO. 22 OF 34 SHEETS

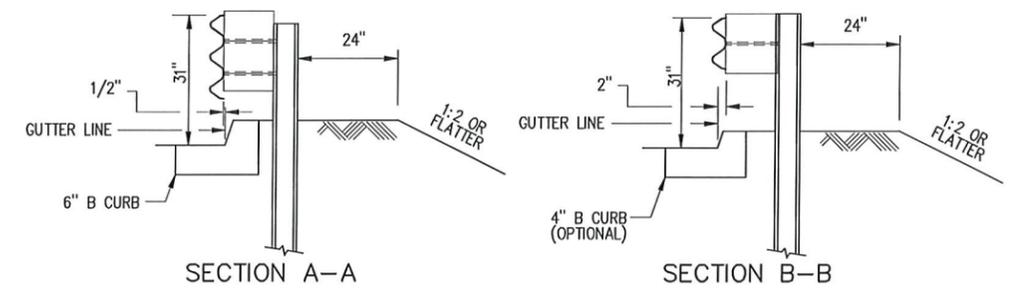


PLAN VIEW



FRONT VIEW

ANCHORAGE PLATE HARDWARE:  
 -FIVE 7/8" DIA. HEAVY HEX HEAD BOLTS (HEAD FACING TRAFFIC) (ASTM F3125 GR. A325, OR A449). FIELD VERIFY BOLT AND THREAD LENGTH TO PROVIDE A TIGHT CONNECTION. LEAVE 1" OF BOLT LENGTH PAST NUT, TRIM AS REQUIRED.  
 -1 3/4" O.D. WASHER UNDER EACH HEX BOLT HEAD AND NUT.  
 -FIVE 7/8" DIA. HEAVY HEX NUTS (ASTM A194 GR. 2H OR A563DH).  
 -ALL HARDWARE GALVANIZED PER ASTM A153 AND A780.



TRANSITION POST AND BLOCKOUT SIZING		
POST #	STEEL POST SIZE	BLOCKOUT SIZE
1-3	84" - W6 x 15	6 x 12 x 19"
4-9	108" - W6 x 9	6 x 12 x 19"
10-12	108" - W6 x 9	6 x 12 x 14 1/4"

- NOTES:
- APPROACH GUARDRAIL TRANSITION SHALL BE USED ON THE APPROACH SIDE, AND SHALL BE USED ON THE DEPARTING/TRAILING END IF GUARDRAIL IS NEEDED.
- GUARDRAIL BEAM AND HARDWARE IN ACCORDANCE WITH AASHTO SPEC. M 180. REFER TO APPROACH PANEL PLANS FOR LOCATION OF EB JOINT.
- ① SEE CURB DETAIL ON SHEET 2 OF 3
  - ② THRIE-BEAM ANCHORAGE PLATE (STANDARD PLATE 8350) IS INCIDENTAL.
  - ③ SEE STANDARD PLATE 8356.
  - ④ CURB MAY BE TERMINATED AT THIS LOCATION. SEE CONSTRUCTION PLAN SHEETS FOR LOCATION. SEE CURB DETAILS ON SHEET 3 OF 3.
  - ⑤ GUTTER LINE TAPERS 2 1/2" TO MATCH EXTENDED GUTTER LINE FROM BRIDGE.

LEAD EXPERT OFFICE

NANCY YOO  
 DESIGN SUPPORT DIRECTOR  
 OFFICE OF PROJECT MANAGEMENT  
 & TECHNICAL SUPPORT

REV. NO.	DATE	REVISION DESCRIPTION	APPROVED

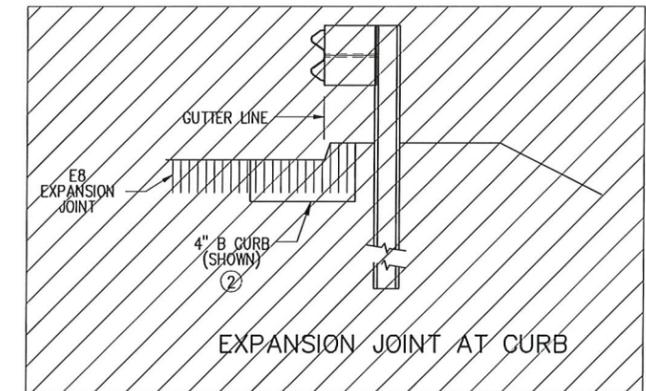
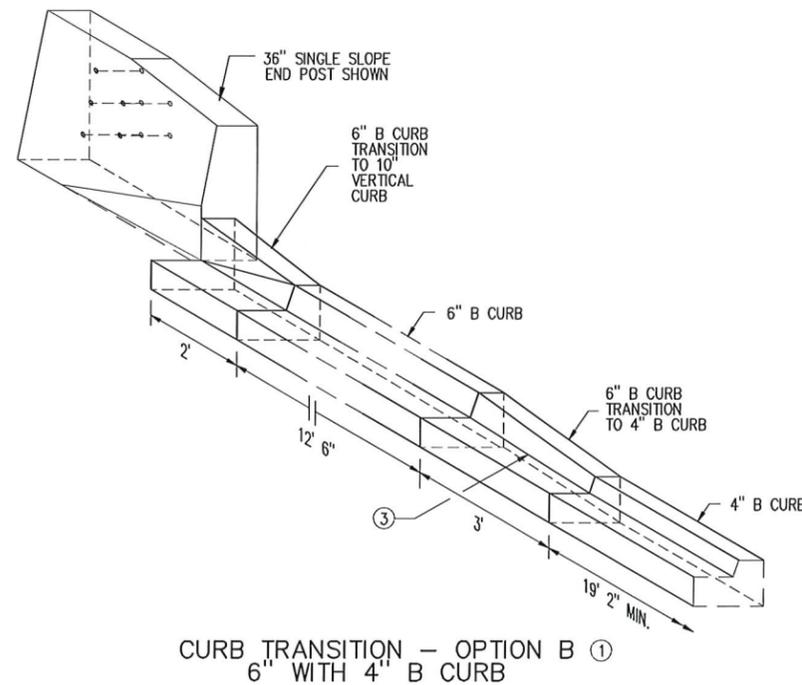
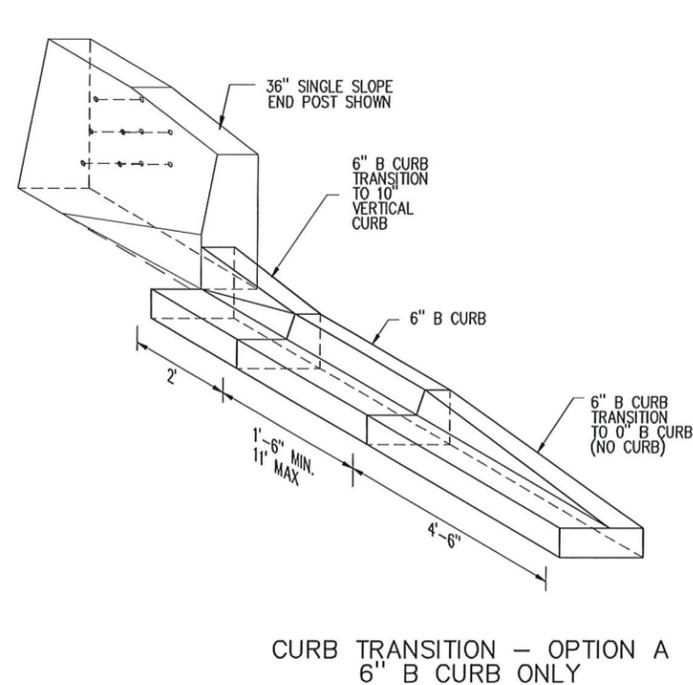
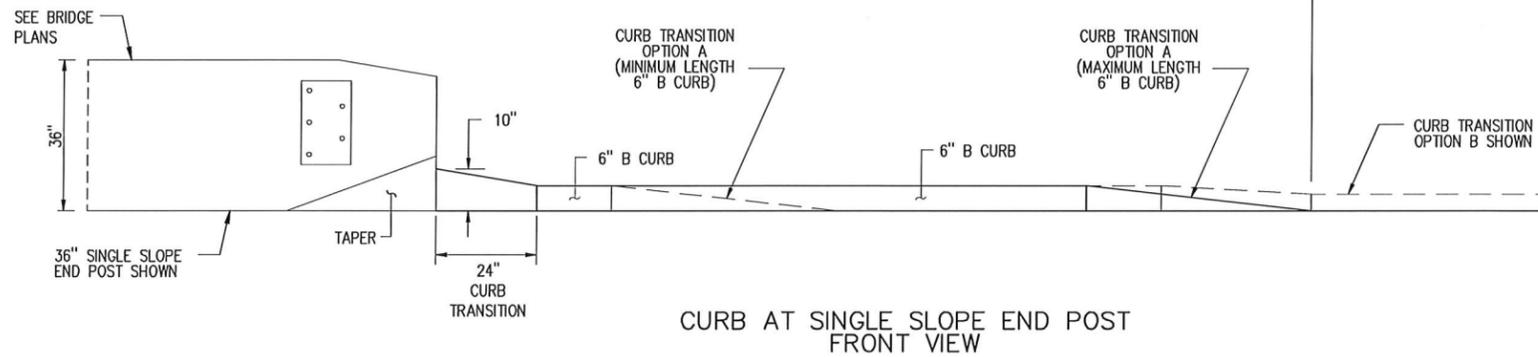
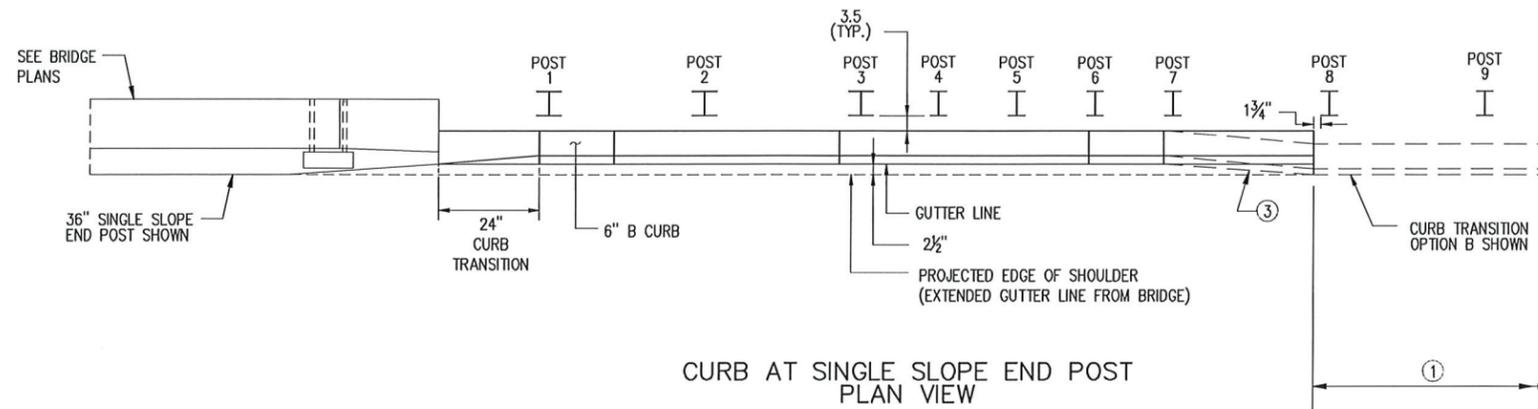
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NAME: Christopher J. Miller LIC. NO. 49840 DATE 02/05/2026

TITLE: APPROACH GUARDRAIL TRANSITION (AGT) TYPE 31 AT SINGLE SLOPE END POST ASSEMBLY DETAILS

	STANDARD PLAN 5-297.694	1 OF 3
		APPROVED: 07-05-2022
DES: CJM	DR: GAV	APPROVED:
CHK: JWS	CHK: JWS	BRIDGE NO. 18510
SHEET NO. 23 OF 34 SHEETS		



- NOTES:**  
 DESIGN B CURB REQUIRED WITH THIS SYSTEM.  
 DESIGN D CURB ALLOWED BEYOND THE 37' 6" DISTANCE FROM THE RAIL CONNECTION AT THE THRIE-BEAM ANCHORAGE PLATE.  
 REFER TO APPROACH PANEL PLANS FOR LOCATION OF E8 JOINT.
- ① CURB TERMINATION NOT ALLOWED BETWEEN POST 8 AND THE 37' 6" DISTANCE FROM THE RAIL CONNECTION AT THE THRIE-BEAM ANCHORAGE PLATE. SEE SHEET 1 OF 3.
  - ② AT CURB CONTAINING E8 EXPANSION JOINT, PLACE BACK FACE OF GUARDRAIL AT THE GUTTER LINE.
  - ③ GUTTER LINE TAPERS 2 1/2" TO MATCH EXTENDED GUTTER LINE FROM BRIDGE.

LEAD EXPERT OFFICE  
 NANCY YOO  
 DESIGN SUPPORT DIRECTOR  
 OFFICE OF PROJECT MANAGEMENT  
 & TECHNICAL SUPPORT

STANDARD PLAN 5-297.694 2 OF 3  
 APPROVED: 07-05-2022  
 REVISED:  
 THOMAS STYBRICKI  
 STATE DESIGN ENGINEER

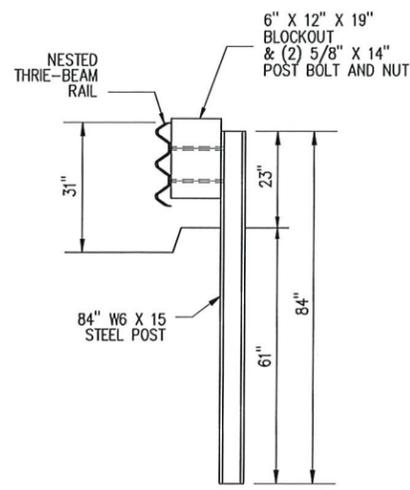
REV. NO.	DATE	REVISION DESCRIPTION	APPROVED

STATE PROJ. NO. 018-666-003

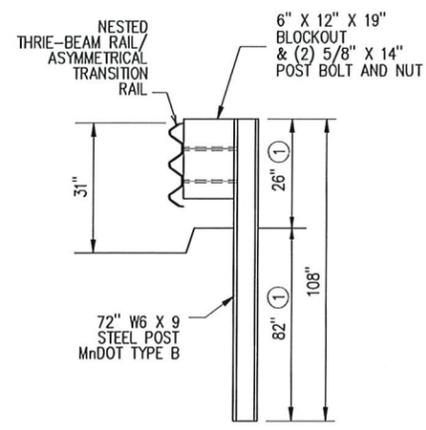
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.  
 NAME: Christopher J. Miller LIC. NO. 49840 DATE 02/05/2026  
 CHRISTOPHER J. MILLER

TITLE: APPROACH GUARDRAIL TRANSITION (AGT) TYPE 31 AT SINGLE SLOPE END POST CURB DETAILS

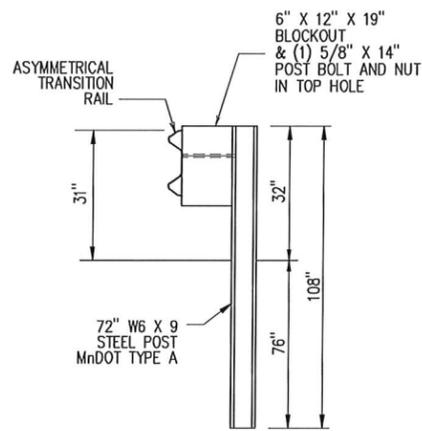
DES: CJM	DR: GAV	APPROVED:	BRIDGE NO. 18510
CHK: JWS	CHK: JWS	APPROVED:	
SHEET NO. 24 OF 34 SHEETS			



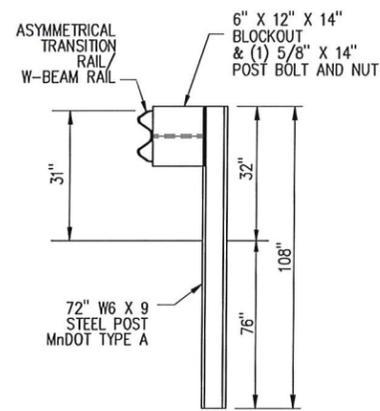
POSTS 1-3



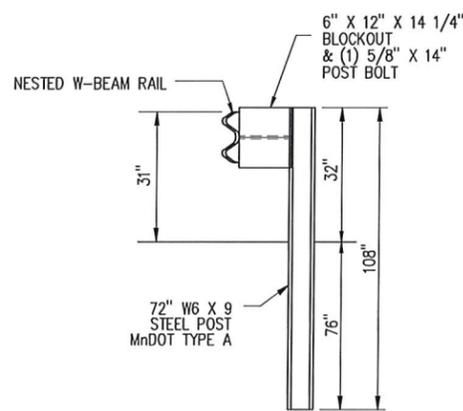
POSTS 4-8



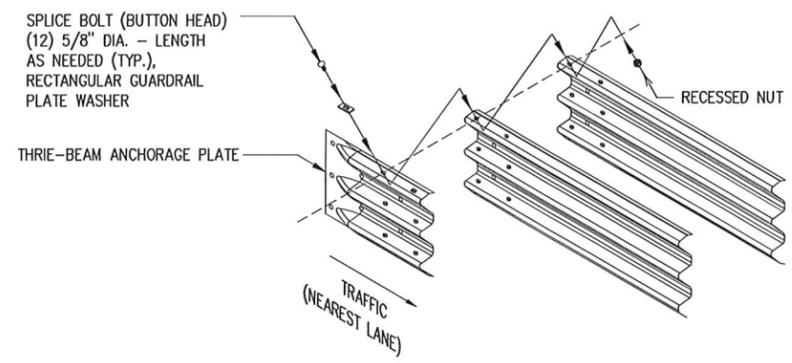
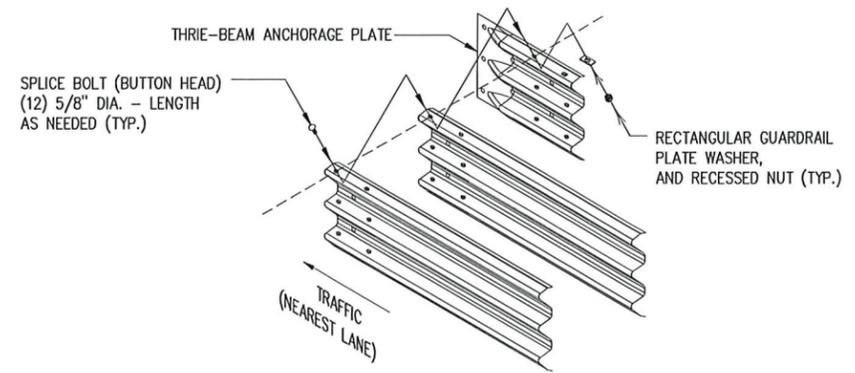
POST 9



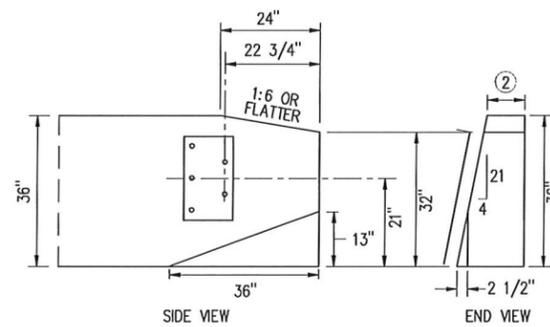
POST 10



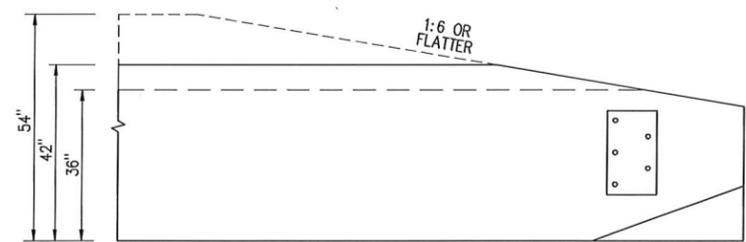
POSTS 11-12  
AGT POST COMPONENTS



THRIE BEAM RAIL/ANCHORAGE PLATE  
SPLICE CONNECTION DETAIL ④



SINGLE SLOPE BARRIER ③  
(36" HEIGHT SHOWN)



SINGLE SLOPE BARRIER HEIGHT OPTIONS

- NOTES:
- FOR GUARDRAIL STEEL POSTS, SEE STANDARD PLATE 8361.
  - FOR GUARDRAIL BLOCKOUTS, SEE STANDARD PLATE 8369.
  - GUARDRAIL BEAM AND HARDWARE IN ACCORDANCE WITH AASHTO SPEC. M 180.
  - ① DIMENSIONS APPLICABLE FOR POSTS 4-5. DIMENSIONS VARY AT POSTS 4-6 WHERE CURB HEIGHT TRANSITIONS TO NO HEIGHT.
  - ② SEE BRIDGE PLAN.
  - ③ 36" HEIGHT SHOWN.
  - ④ DRILL THRIE-BEAM ANCHORAGE PLATE AS NEEDED FOR FIT. REPAIR GALVANIZED COATINGS IN ACCORDANCE WITH ASTM SPEC. A780.

LEAD EXPERT OFFICE  
NANCY YOO  
DESIGN SUPPORT DIRECTOR  
OFFICE OF PROJECT MANAGEMENT  
& TECHNICAL SUPPORT

REV. NO.	DATE	REVISION DESCRIPTION	APPROVED

STATE PROJ. NO. 018-666-003

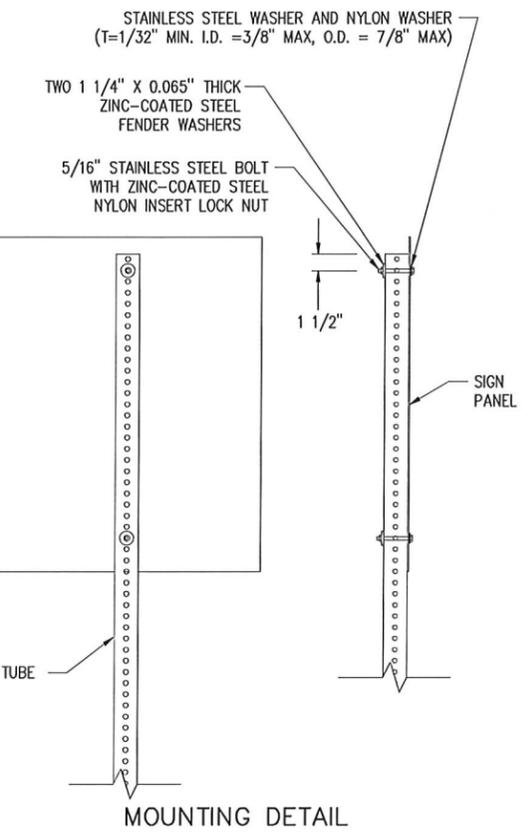
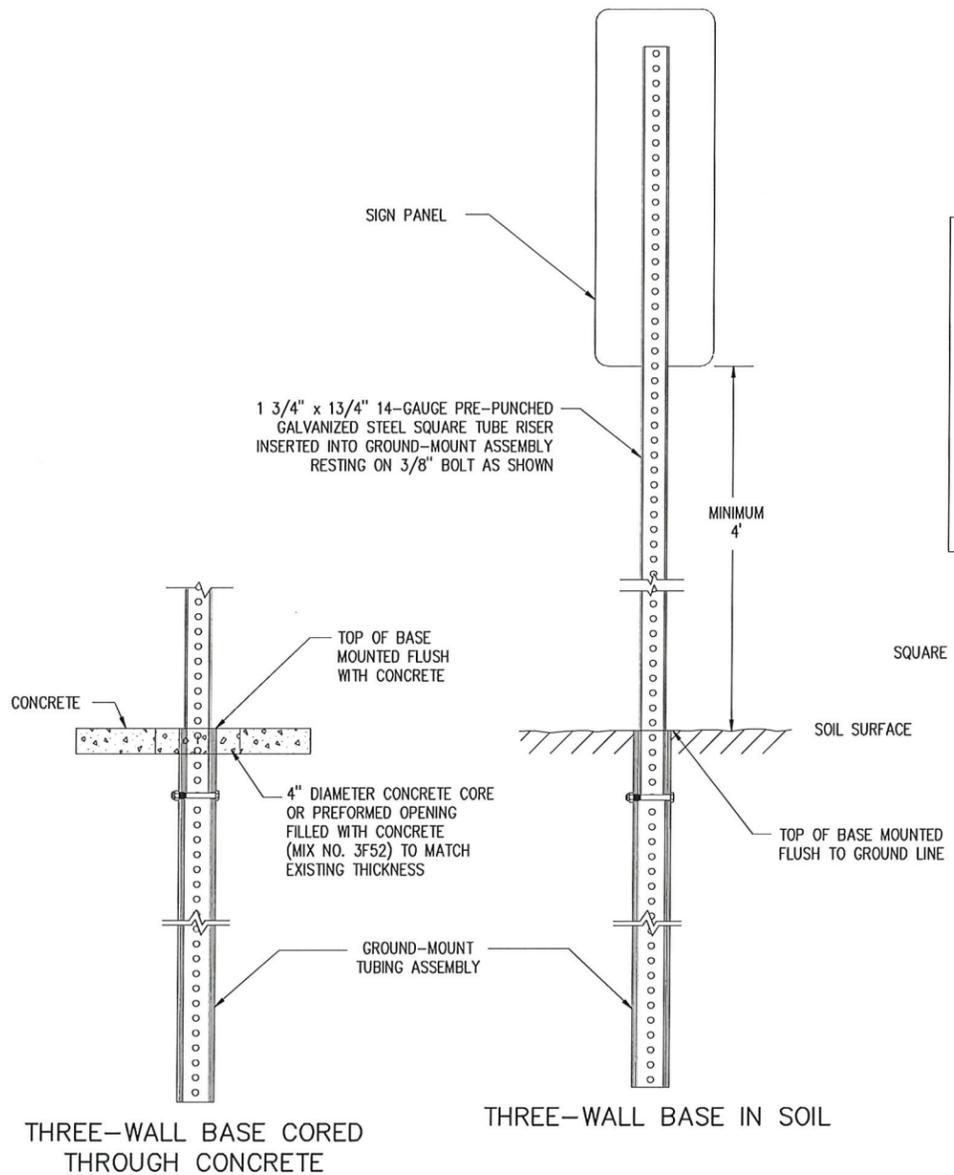
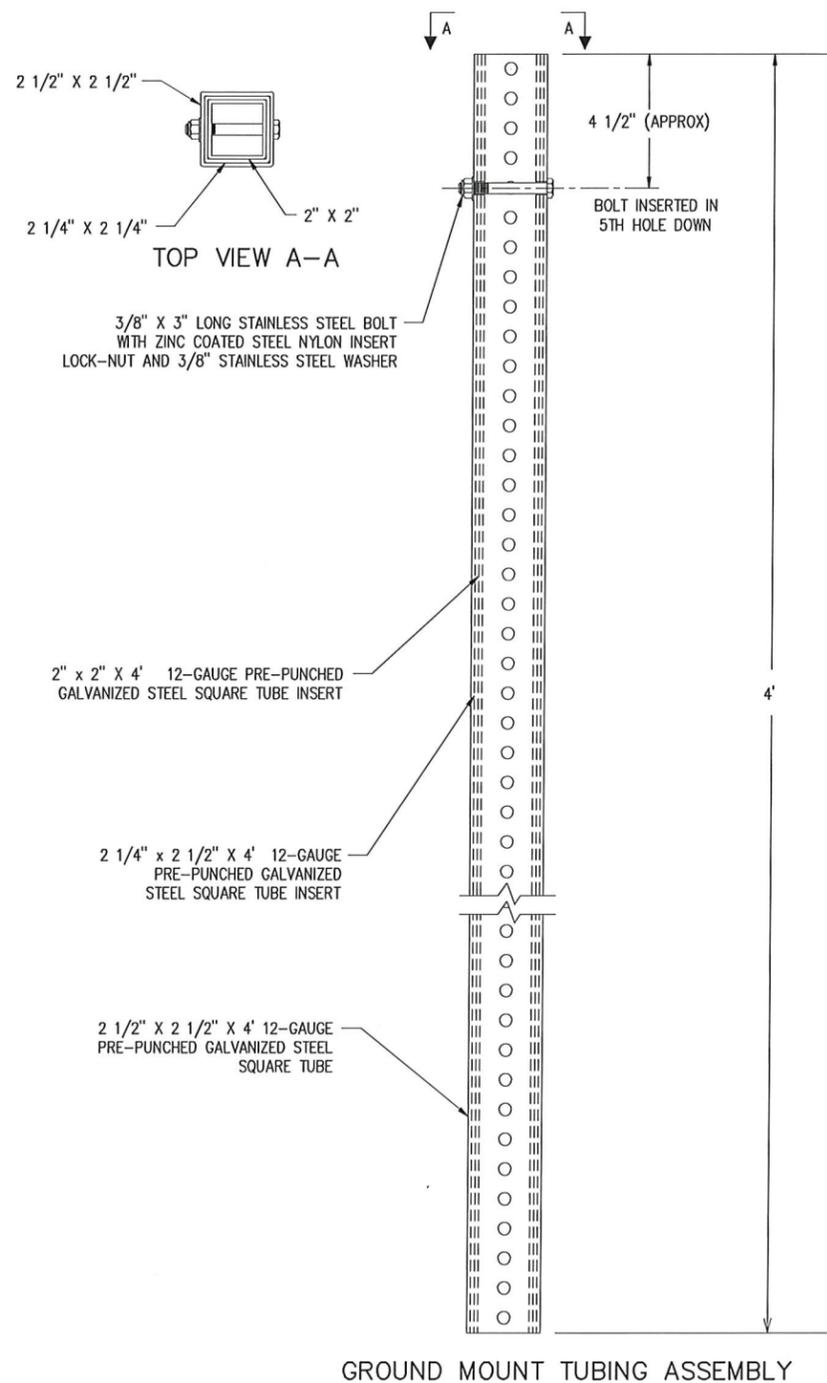
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NAME: Christopher J. Miller LIC. NO. 49840 DATE 02/05/2026  
CHRISTOPHER J. MILLER

TITLE: APPROACH GUARDRAIL TRANSITION  
(AGT) TYPE 31 AT SINGLE SLOPE  
END POST MISCELLANEOUS AND COMPONENT DETAILS

DES: CJM DR: GAV APPROVED: [Signature]  
CHK: JWS CHK: JWS  
SHEET NO. 25 OF 34 SHEETS

BRIDGE NO. 18510

MINNESOTA DEPARTMENT OF TRANSPORTATION  
STANDARD PLAN 5-297.694 3 OF 3  
APPROVED: 07-05-2022  
REVISED: [Signature]  
THOMAS STYBRICKI  
STATE DESIGN ENGINEER



NOTES:  
 THE CRASH RESPONSE FOR THIS STRUCTURE IS BENDABLE.  
 TO MEET CRASHWORTHY REQUIREMENTS THE DISTANCE BETWEEN THE BOTTOM OF THE SIGN PANEL AND THE GROUND SURFACE BELOW ANY PORTION OF THE SIGN PANEL SHALL BE A MINIMUM OF 4'. SEE TABULATIONS FOR MOUNTING HEIGHT.  
 SQUARE TUBE SIGN POSTS PER MnDOT SPEC. 3402.

REVISION:  
 APPROVED: 05-03-2021  
 BRIAN SORENSON  
 STATE TRAFFIC ENGINEER

MINNESOTA DEPARTMENT OF TRANSPORTATION  
 STANDARD PLAN 5-297.721 1 OF 1  
 APPROVED: 11-29-2022  
 THOMAS STYBRICKI  
 STATE DESIGN ENGINEER

REV. NO.	DATE	REVISION DESCRIPTION	APPROVED

STATE PROJ. NO. 018-666-003

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 NAME: Christopher J. Miller LIC. NO. 49840 DATE 02/05/2026  
 CHRISTOPHER J. MILLER

TITLE:  
 THREE-WALL BASE  
 FOR 1 3/4" SQUARE-TUBE RISER POST

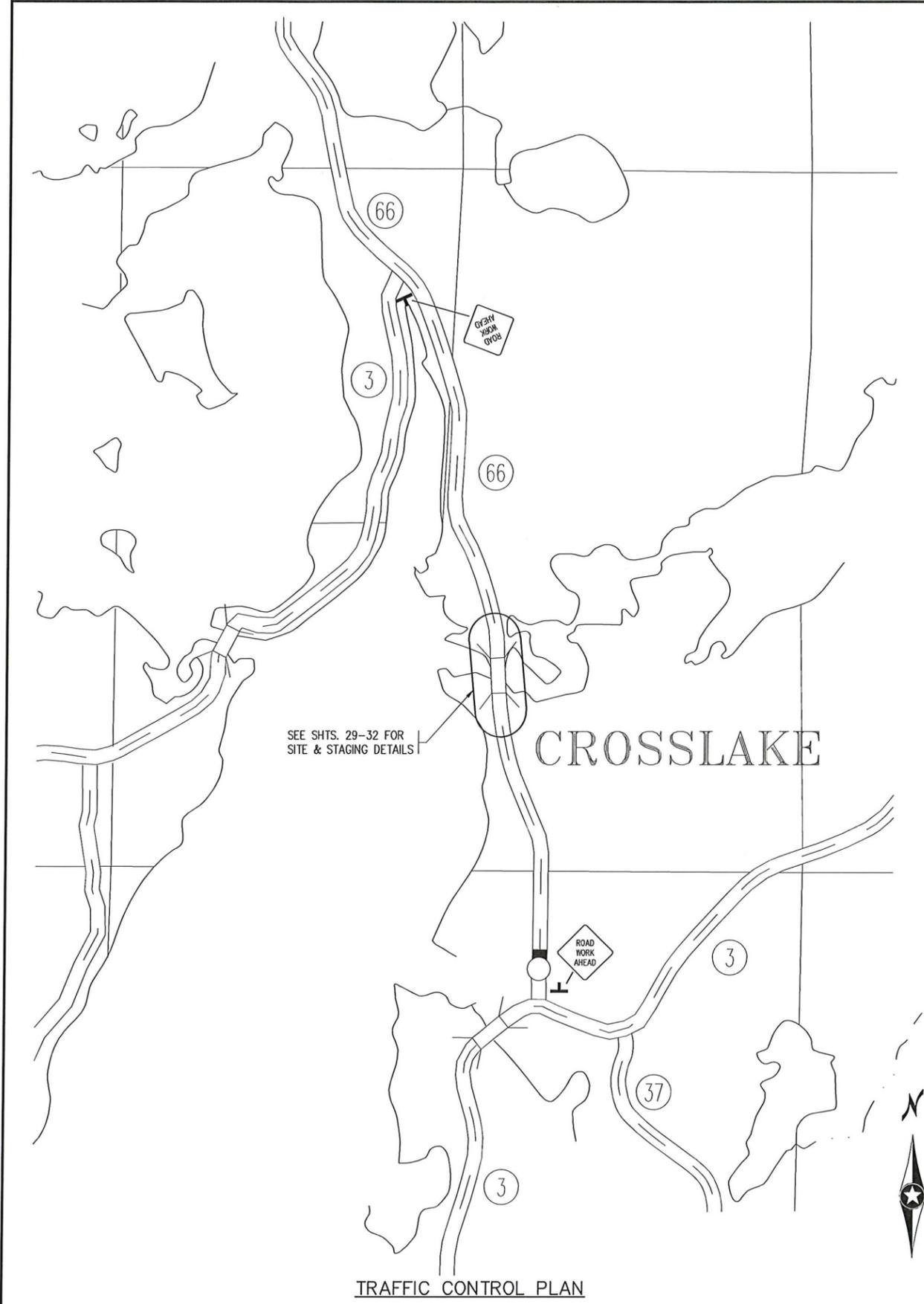
DES: CJM DR: GAV APPROVED:  
 CHK: JWS CHK: JWS

BRIDGE NO.  
 18510

SHEET NO. 26 OF 34 SHEETS

NOTE: USE FOR TEMPORARY SIGNS ONLY.





SEE SHTS. 29-32 FOR SITE & STAGING DETAILS

# CROSSLAKE

TRAFFIC CONTROL PLAN

### TRAFFIC CONTROL NOTES

- ① ALL SIGNING INDICATED ON THIS TRAFFIC CONTROL PLAN, EXCEPT THOSE SIGNS WHICH ARE INPLACE, SHALL BE FURNISHED AND INSTALLED BY THE CONTRACTOR. ALL APPROPRIATE SIGNING, INCLUDING INPLACE SIGNS, SHALL BE MAINTAINED BY THE CONTRACTOR DURING THE LIFE OF THE CONTRACT. EXISTING STOP SIGNS SHALL BE MAINTAINED FOR THE DURATION OF THE PROJECT.
- ② ALL TRAFFIC CONTROL DEVICES AND SIGNING SHALL CONFORM TO, AND BE PLACED IN ACCORDANCE WITH, THE "MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES" (MMUTCD) INCLUDING PART VI AND THE FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS DATED "CURRENT", THE MINNESOTA STANDARD SIGNS MANUALS PARTS I, II, AND III AND THE APPROPRIATE MATERIAL SPECIFICATIONS.
- ③ THE CONTRACTOR SHALL RECEIVE COMPENSATION FOR ALL WORK DESCRIBED HEREIN ON THE BASIS OF A LUMP SUM PAYMENT FOR ITEM "TRAFFIC CONTROL" (2563.601).
- ④ THE CONTRACTOR SHALL PLACE ADEQUATE PLASTIC DRUMS, WARNING SIGNS, AND BARRICADES WITHIN THE CONSTRUCTION ZONE TO PROTECT VEHICULAR TRAFFIC AND PEDESTRIAN TRAFFIC FROM CONSTRUCTION OPERATIONS. ADDITIONAL SIGNING MAY INCLUDE, BUT IS NOT LIMITED TO BUMP, DIP, LOOSE GRAVEL, ETC. THE NUMBER AND PLACEMENT OF TRAFFIC CONTROL DEVICES SHALL BE DETERMINED BY THE SEQUENCE OF THE CONTRACTOR'S OPERATIONS. TRAFFIC CONTROL DEVICES MAY BE ADJUSTED IN THE FIELD AS DIRECTED BY THE ENGINEER.
- ⑤ ALL TRAFFIC CONTROL DEVICES SHALL BE REMOVED OR COVERED AS SOON AS THEY ARE NO LONGER REQUIRED OR APPROPRIATE.
- ⑥ THE INITIAL CONSTRUCTION SIGNING SHALL BE ERECTED PRIOR TO CONSTRUCTION OPERATIONS.
- ⑦ TYPE A (LOW INTENSITY) FLASHERS SHALL BE FURNISHED, INSTALLED, AND MAINTAINED ON TYPE III BARRICADES AND ADVANCED WARNING SIGNS WHEN USED AT NIGHT, OR TO IDENTIFY HAZARDS, AND AS DETAILED IN THIS TRAFFIC CONTROL PLAN. ADDITIONAL FLASHERS SHALL BE FURNISHED, INSTALLED, AND MAINTAINED ON SIGNS, BARRICADES, AND CHANNELIZERS AS NEEDED OR AS DIRECTED BY THE ENGINEER FOR TRAFFIC CONTROL THROUGH WORK ZONES WITHIN THE PROJECT LIMITS.
- ⑧ FLAGGING SHALL BE REQUIRED WHEN WORK IS AT THE EDGE OF THE DRIVING LANE TO PROTECT TRAFFIC FROM EXCAVATION AND PAVING OPERATIONS. FLAGGING SHALL BE IN ACCORDANCE WITH THE PERTINENT LAYOUTS SHOWN IN PART VI OF THE MMUTCD, INCLUDING THE FIELD MANUAL DATED "CURRENT". ALL SUCH WORK RELATED TO FLAGGING, INCLUDING FLAG PERSONS, SHALL BE CONSTRUED TO BE INCLUDED IN THE LUMP SUM PAYMENT FOR "TRAFFIC CONTROL" (2563.601).

### KEY NOTES:

- ① POSTS, WEIGHTS AND HARDWARE REQUIRED FOR SIGN PLACEMENT ARE INCIDENTAL ITEMS.
- ② ALL SIGN PANEL DIMENSIONS ARE IN INCHES.
- ③ AFFIX 2 REFLECTORS TO EACH PORTABLE PRECAST CONCRETE BARRIER.
- ④ INSTALLATION AND REMOVAL OF TEMPORARY STRIPING INCLUDED IN PRICE BID FOR ITEM "TRAFFIC CONTROL".

STRIPING QUANTITIES FOR STAGE 1 & 2 ④				
ITEM	STAGE 1	STAGE 2	TOTAL	COMMENTS
4SY	150	150	300	4" REMOVABLE PREFORMED PAVEMENT MARKING TAPE WR (YELLOW)
4SW	1195	0	1195	4" REMOVABLE PREFORMED PAVEMENT MARKING TAPE WR (WHITE)
6SW	381	225	606	6" REMOVABLE PREFORMED PAVEMENT MARKING TAPE WR (WHITE)
24SW	24	24	48	24" REMOVABLE PREFORMED PAVEMENT MARKING TAPE WR (WHITE)
MASK	1195	815	2010	REMOVABLE PREFORMED PLASTIC MASK (BLACK)

### TRAFFIC - BILL OF MATERIALS ①

THE FOLLOWING ITEMS ARE INCLUDED AND PAID FOR UNDER SPEC. 2563.601 TRAFFIC CONTROL

SIGN NO.	DEVICE	SIZE ②	STAGE 1 NO REQ'D.	STAGE 2 NO REQ'D.	NOTES
G20-2		48"x24" BLK. ON ORANGE	2	2	
R2-12		24"x36" BLK. ON WHITE	2	2	
R3-2		24"x24" BLK. & RED ON WHITE	2	1	
R4-7		12"x18" BLK. ON WHITE	4	4	
R9-10M (R)		24"x12" BLK. ON WHITE	1	0	
R9-10M (L)		24"x12" BLK. ON WHITE	1	0	
R10-6L		24"x36" BLK. ON WHITE	2	2	
W3-3		48"x48" BLK. ON ORANGE	4	4	
W13-1P		30"x30" BLK. ON YELLOW	8	8	
W20-1		48"x48" BLK. ON ORANGE	4	4	
W20-4		48"x48" BLK. ON ORANGE	2	2	
TYPE III BARRICADE		8' ORANGE & WHITE	4	3	
TYPE III BARRICADE		8' ORANGE & WHITE	4	5	
PORTABLE PRECAST CONCRETE BARRIER			425 LIN. FT.	425 LIN. FT.	③
TYPE A FLASHERS		YELLOW	16	15	
PLASTIC DRUM		ORANGE & WHITE	41	34	
TUBE DELINEATOR		ORANGE & WHITE	53	14	
	REMOVABLE PREFORMED PAVEMENT MARKING TAPE	VARIES SEE TABLE	VARIES SEE TABLE	VARIES SEE TABLE	

REV. NO.	DATE	REVISION DESCRIPTION	APPROVED

STATE PROJ. NO. 018-666-003

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 NAME: Christopher J. Miller LIC. NO. 49840 DATE 02/05/2026  
 CHRISTOPHER J. MILLER

TITLE: TRAFFIC CONTROL

DES: CJM DR: GAV APPROVED: BRIDGE NO. 18510  
 CHK: BPS CHK: CJM  
 SHEET NO. 28 OF 34 SHEETS



**GENERAL NOTES:**

PRIOR TO PLACING PROPOSED TRAFFIC CONTROL, CONTRACTOR TO REMOVE ANY EXISTING TRAFFIC CONTROL (SIGNS, PAVEMENT MARKINGS, ETC.) THAT CONFLICT WITH THE PROPOSED TRAFFIC CONTROL PLAN AND PLACE IN A SAFE LOCATION AT THE CONSTRUCTION SITE AND NOTIFY THE PROJECT REPRESENTATIVE FROM CROW WING COUNTY FOR PICK UP. TO BE INCIDENTAL TO ITEM "TRAFFIC CONTROL".

SEE STAGING SECTIONS, SHT. 5 FOR ADDITIONAL DETAILS.

LEGEND	
	DENOTES STAGE 1 WORK AREA
	DENOTES TYPE III BARRICADE
	DENOTES SIGN
	DENOTES PORTABLE PRECAST CONCRETE BARRIER
	DENOTES PLASTIC DRUM
	DENOTES SURFACE MOUNTED DELINEATOR

**STAGE 1 TRAFFIC CONTROL**  
(SOUTH OF BRIDGE 18510)



REV. NO.	DATE	REVISION DESCRIPTION	APPROVED

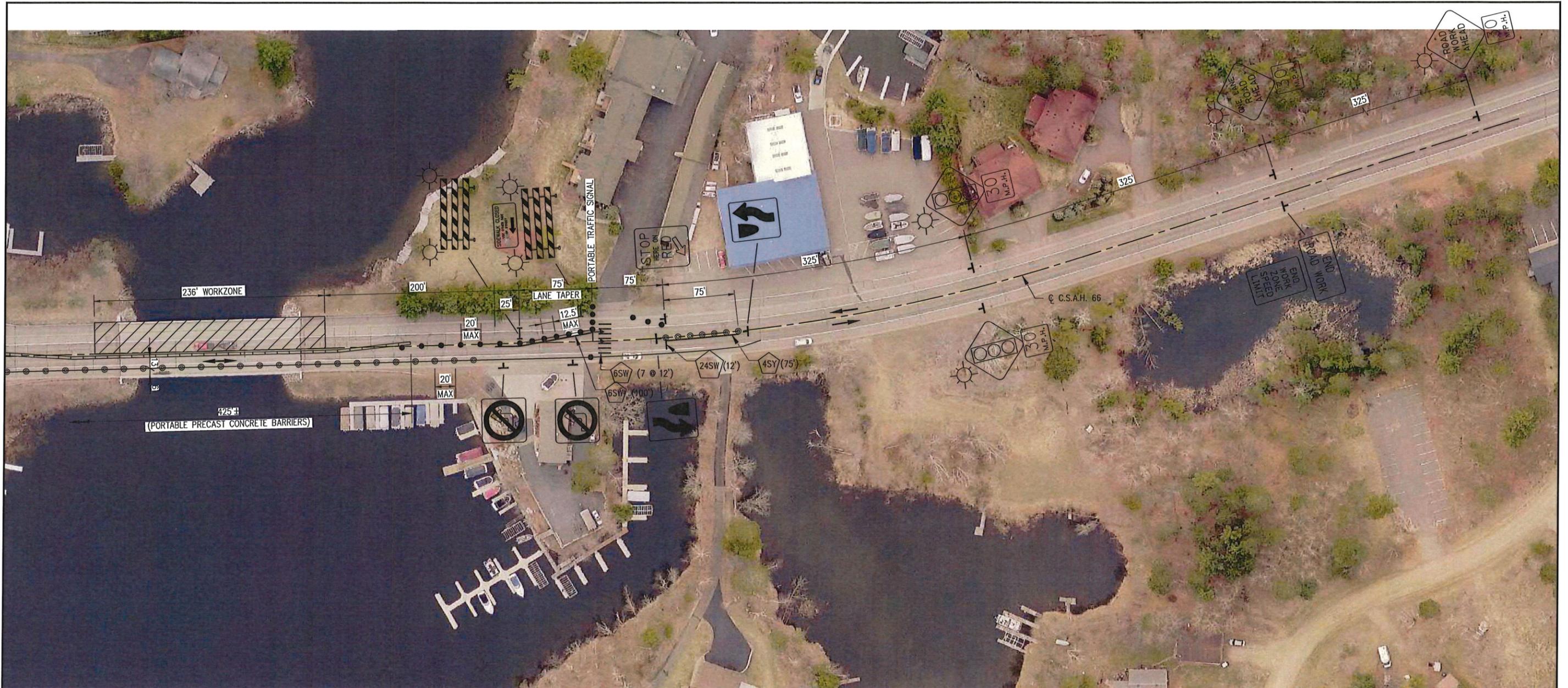
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 NAME: *Christopher J. Miller* LIC. NO. 49840 DATE 02/05/2026  
 CHRISTOPHER J. MILLER

TITLE:  
 TRAFFIC CONTROL -STAGE 1  
 (1 OF 2)

DES: CJM	DR: CJM	APPROVED:
CHK: BPS	CHK: BPS	
SHEET NO. 29 OF 34 SHEETS		

BRIDGE NO.  
 18510



**STAGE 1 TRAFFIC CONTROL**  
(NORTH OF BRIDGE 18510)



**GENERAL NOTES:**

PRIOR TO PLACING PROPOSED TRAFFIC CONTROL, CONTRACTOR TO REMOVE ANY EXISTING TRAFFIC CONTROL (SIGNS, PAVEMENT MARKINGS, ETC.) THAT CONFLICT WITH THE PROPOSED TRAFFIC CONTROL PLAN AND PLACE IN A SAFE LOCATION AT THE CONSTRUCTION SITE AND NOTIFY THE PROJECT REPRESENTATIVE FROM CROW WING COUNTY FOR PICK UP. TO BE INCIDENTAL TO ITEM "TRAFFIC CONTROL".

SEE STAGING SECTIONS, SHT. 5 FOR ADDITIONAL DETAILS.

LEGEND	
	DENOTES STAGE 1 WORK AREA
	DENOTES TYPE III BARRICADE
	DENOTES SIGN
	DENOTES PORTABLE PRECAST CONCRETE BARRIER
	DENOTES PLASTIC DRUM
	DENOTES SURFACE MOUNTED DELINEATOR

REV. NO.	DATE	REVISION DESCRIPTION	APPROVED

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 NAME: *Christopher J. Miller* LIC. NO. 49840 DATE 02/05/2026  
 CHRISTOPHER J. MILLER

TITLE:  
 TRAFFIC CONTROL -STAGE 1  
 (2 OF 2)

DES: CJM	DR: CJM	APPROVED:
CHK: BPS	CHK: BPS	

SHEET NO. 30 OF 34 SHEETS

BRIDGE NO.  
 18510



**GENERAL NOTES:**

PRIOR TO PLACING PROPOSED TRAFFIC CONTROL, CONTRACTOR TO REMOVE ANY EXISTING TRAFFIC CONTROL (SIGNS, PAVEMENT MARKINGS, ETC.) THAT CONFLICT WITH THE PROPOSED TRAFFIC CONTROL PLAN AND PLACE IN A SAFE LOCATION AT THE CONSTRUCTION SITE AND NOTIFY THE PROJECT REPRESENTATIVE FROM CROW WING COUNTY FOR PICK UP. TO BE INCIDENTAL TO ITEM "TRAFFIC CONTROL".

SEE-STAGING SECTIONS, SHT. 5 FOR ADDITIONAL DETAILS.

LEGEND	
	DENOTES STAGE 2 WORK AREA
	DENOTES TYPE III BARRICADE
	DENOTES SIGN
	DENOTES PORTABLE PRECAST CONCRETE BARRIER
	DENOTES PLASTIC DRUM
	DENOTES SURFACE MOUNTED DELINEATOR

**STAGE 2 TRAFFIC CONTROL**  
(SOUTH OF BRIDGE 18510)



REV. NO.	DATE	REVISION DESCRIPTION	APPROVED

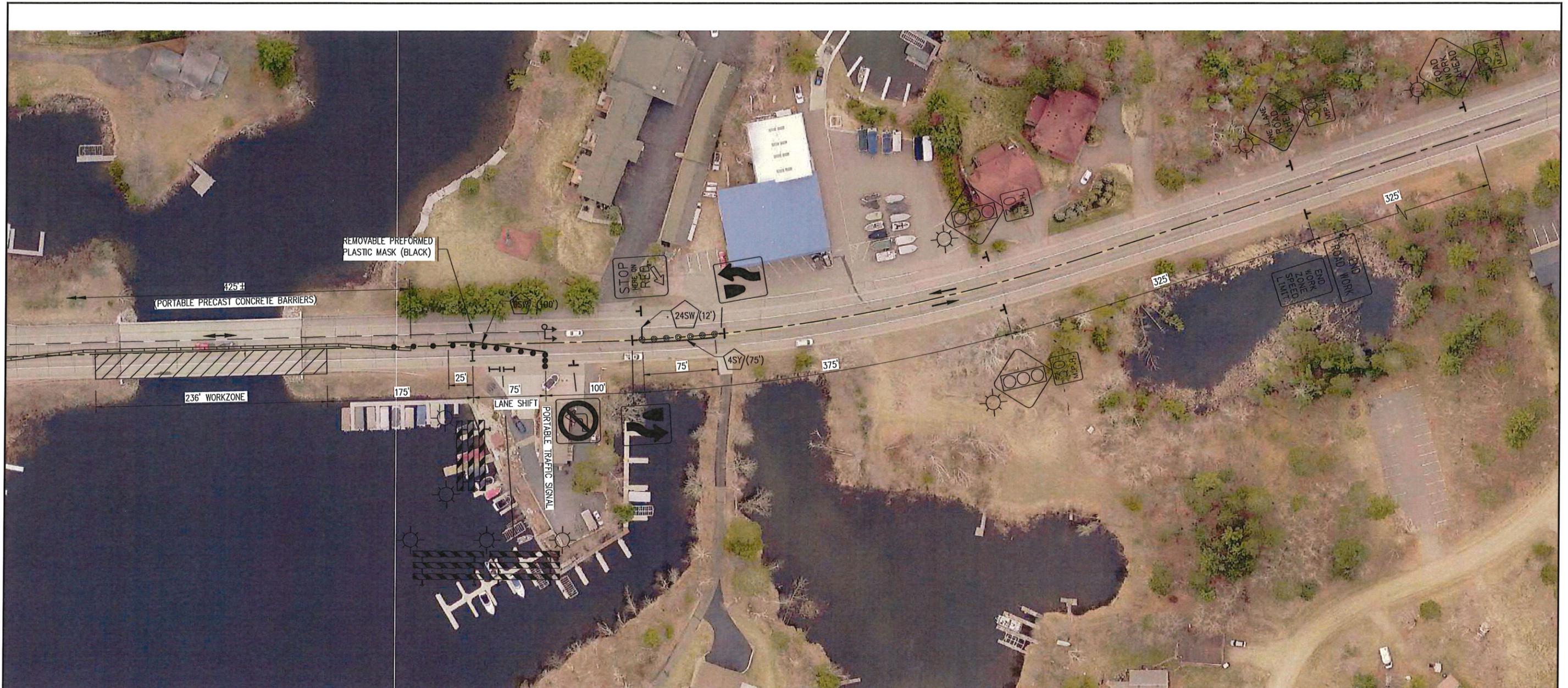
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 NAME: *Christopher J. Miller* LIC. NO. 49840 DATE 02/05/2026  
 CHRISTOPHER J. MILLER

TITLE:  
 TRAFFIC CONTROL -STAGE 2  
 (1 OF 2)

DES: CJM	DR: CJM	APPROVED:
CHK: BPS	CHK: BPS	
SHEET NO. 31 OF 34 SHEETS		

BRIDGE NO.  
 18510



**STAGE 2 TRAFFIC CONTROL**  
(NORTH OF BRIDGE 18510)

**GENERAL NOTES:**

- PRIOR TO PLACING PROPOSED TRAFFIC CONTROL, CONTRACTOR TO REMOVE ANY EXISTING TRAFFIC CONTROL (SIGNS, PAVEMENT MARKINGS, ETC.) THAT CONFLICT WITH THE PROPOSED TRAFFIC CONTROL PLAN AND PLACE IN A SAFE LOCATION AT THE CONSTRUCTION SITE AND NOTIFY THE PROJECT REPRESENTATIVE FROM CROW WING COUNTY FOR PICK UP. TO BE INCIDENTAL TO ITEM "TRAFFIC CONTROL".

SEE STAGING SECTIONS, SHT. 5 FOR ADDITIONAL DETAILS.

LEGEND	
	DENOTES STAGE 2 WORK AREA
	DENOTES TYPE III BARRICADE
	DENOTES SIGN
	DENOTES PORTABLE PRECAST CONCRETE BARRIER
	DENOTES PLASTIC DRUM
	DENOTES SURFACE MOUNTED DELINEATOR

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 NAME: *Christopher J. Miller* LIC. NO. 49840 DATE 02/05/2026  
 CHRISTOPHER J. MILLER

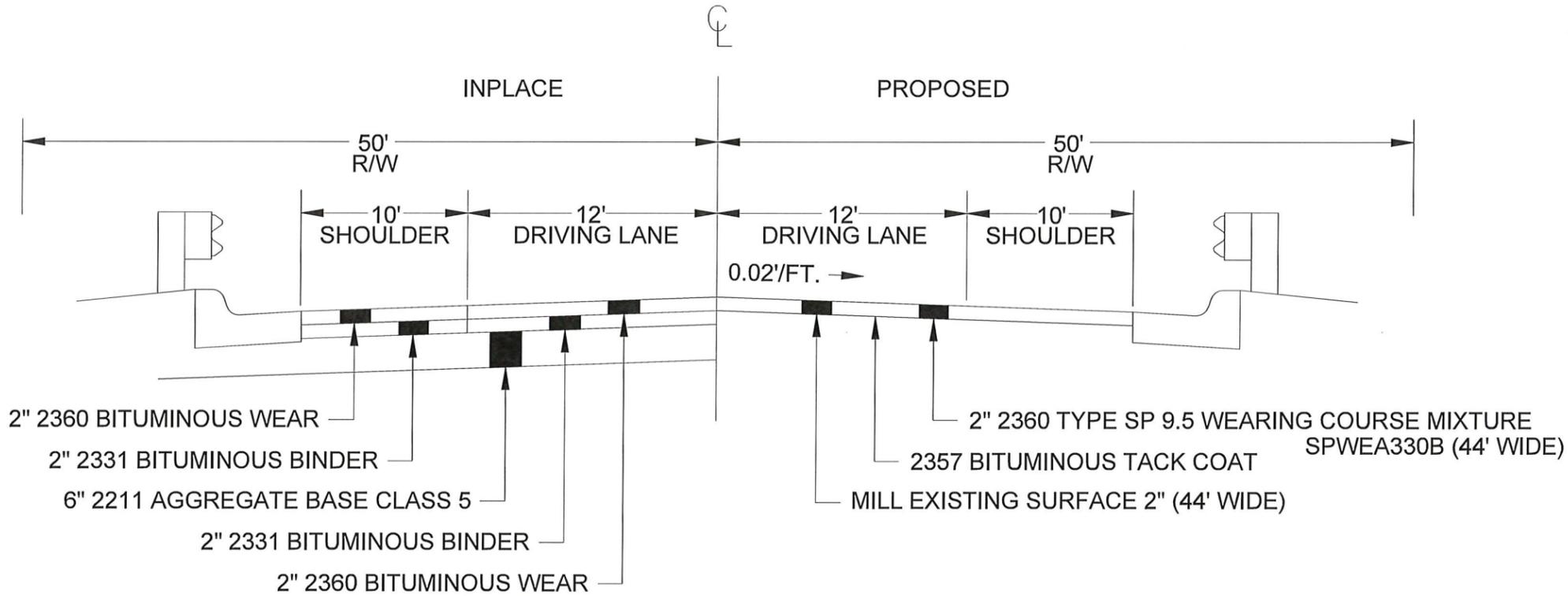
TITLE: TRAFFIC CONTROL -STAGE 2  
(2 OF 2)

DES: CJM	DR: CJM	APPROVED:
CHK: BPS	CHK: BPS	
SHEET NO. 32 OF 34 SHEETS		

BRIDGE NO. 18510

# TYPICAL MILL AND OVERLAY SECTION

STA. 58+88.00 TO 60+41.75  
STA. 63+09.25 TO 64+21.50



REV. NO.	DATE	REVISION DESCRIPTION	APPROVED

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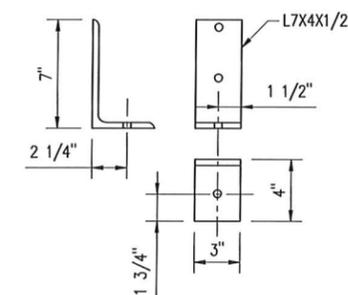
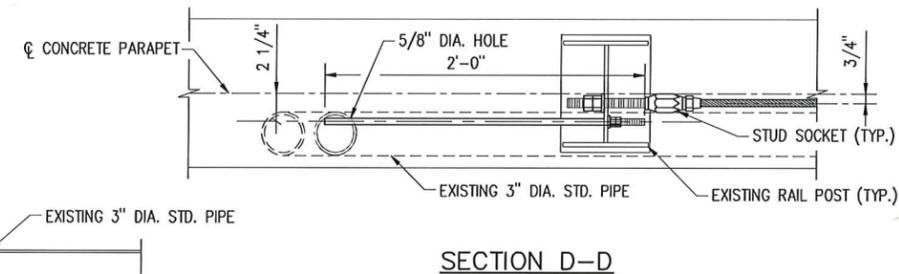
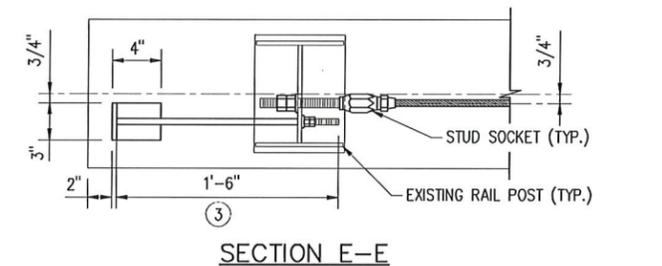
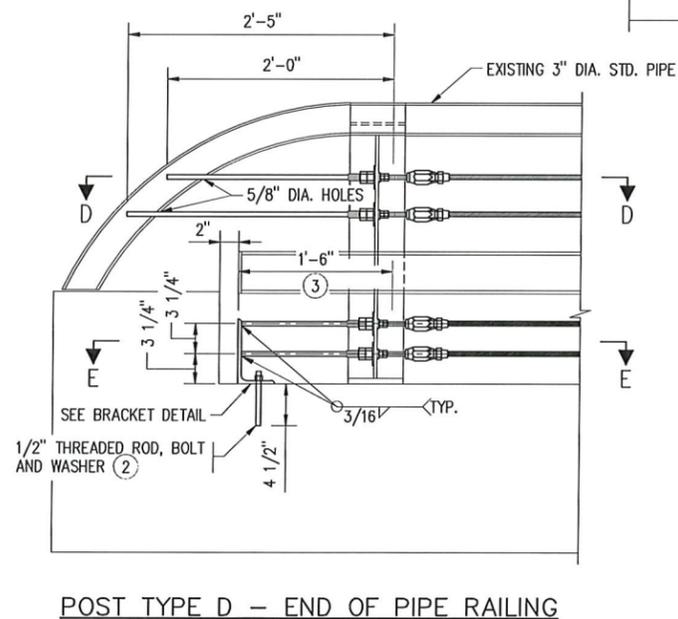
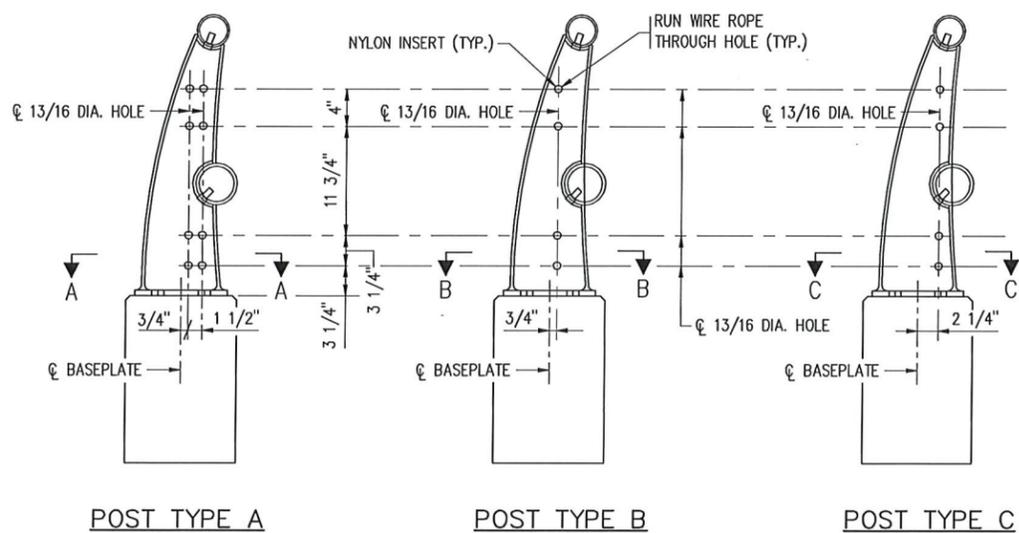
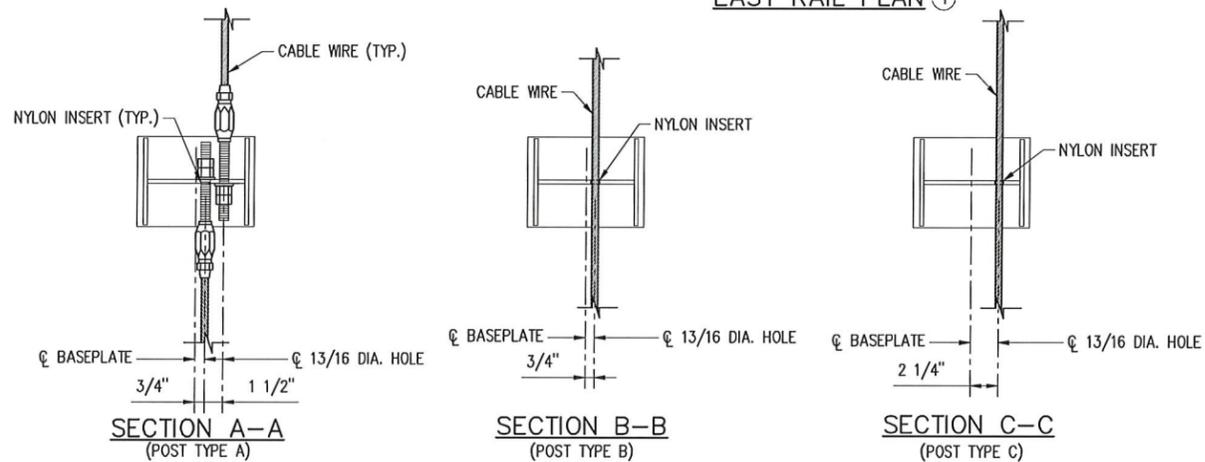
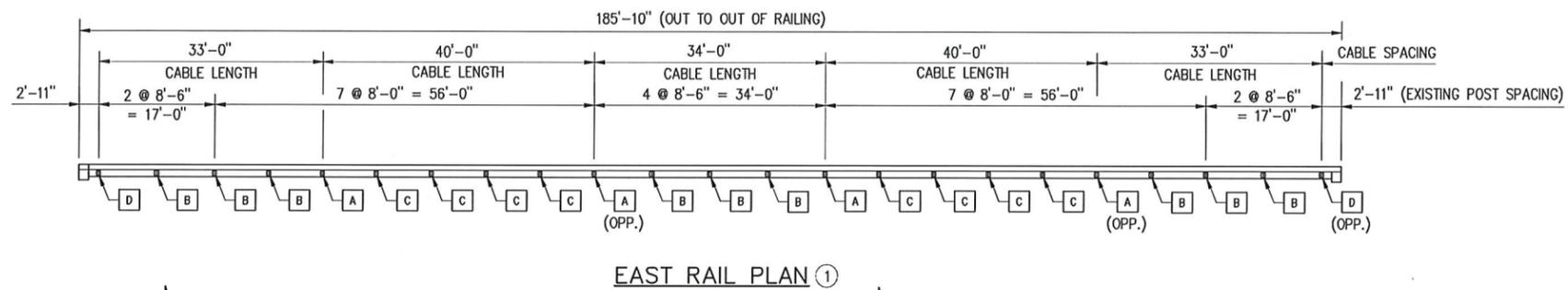
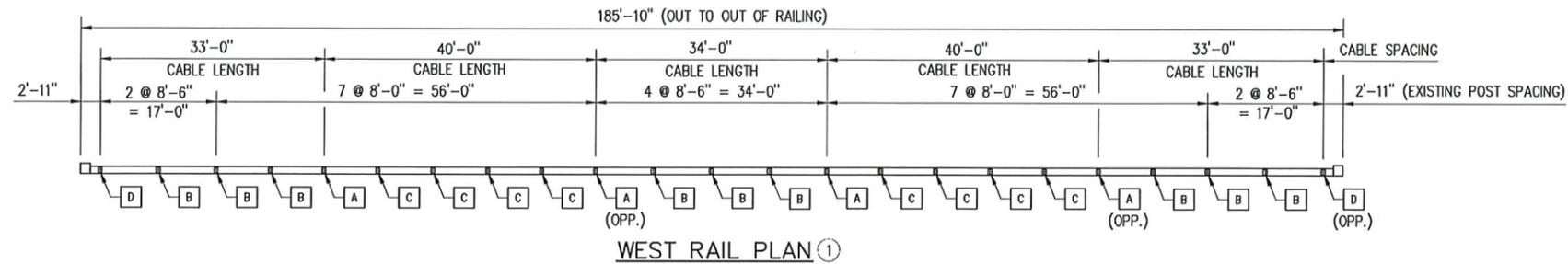
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NAME: *Christopher J. Miller* LIC. NO. 49840 DATE 02/05/2026  
CHRISTOPHER J. MILLER

TITLE:  
TYPICAL MILL AND OVERLAY SECTION

DES: CJM	DR: CJM	APPROVED:
CHK: JWS	CHK: JWS	

BRIDGE NO.  
18510

SHEET NO. 33 OF 34 SHEETS



STEEL SHALL BE PER MNDOT SPEC 3306.  
GALVANIZE ANGLE PER MNDOT SPEC 3394.  
BENT PLATE SHALL BE ACCEPTED IN LIEU OF L7X4X1/2. DIMENSION TO MATCH ANGLE

NOTES:

- ASSEMBLE THE CABLE THROUGH THE RAIL POSTS AS SHOWN IN POST TYPE A, B, C OR D.
- PROVIDE AN ADHESIVE ANCHOR WITH A MINIMUM CHARACTERISTIC BOND STRENGTH OF 1.0 KSI. EMBED THE THREADED ROD A MINIMUM OF 4 1/2" REGARDLESS OF BOND STRENGTH. DRILL THROUGH REINFORCEMENT (IF ENCOUNTERED) TO ACHIEVE MINIMUM EMBEDMENT DEPTH.
- 1/2" DIA. A36 STEEL ROD WITH THREADED END. GALVANIZED PER MNDOT SPEC 3392. NO CABLE SEGMENT LENGTH SHALL BE OVER 60'-0"

CABLE (WIRE ROPE), 1/2", 6X19 IWRC, GALVANIZED.

STUD SOCKET ASSEMBLY, FORGED SERIES GD-350-X, GALVANIZED. PER MNDOT SPEC 3392

ALL MATERIAL, LABOR AND EQUIPMENT NEEDED TO MODIFY BRIDGE RAILINGS AS SHOWN BE INCLUDED UNDER ITEM "MODIFY EXISTING RAILING"

ALL HOLES SHALL BE FIELD DRILLED, DEBURR PERIMETER OF HOLE AND COAT WITH TWO COATS OF COLD GALVANIZING REPAIR MATERIAL.

RAIL CABLES SHALL BE PRETENSIONED TO 500 LBS TO ELIMINATE SAG AND MAINTAIN CABLE GAP REQUIREMENTS.

X RAIL POST TYPE A, B, C OR D

REV. NO.	DATE	REVISION DESCRIPTION	APPROVED

STATE PROJ. NO. 018-666-003

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.  
NAME: Christopher J. Miller LIC. NO. 49840 DATE 02/05/2026  
CHRISTOPHER J. MILLER

TITLE: METAL RAILING MODIFICATIONS

DES: CJM	DR: KOP	APPROVED:
CHK: JWS	CHK: CJM	

SHEET NO. 34 OF 34 SHEETS

BRIDGE NO. 18510

G.2.a.1.

MEMO TO: City Council

FROM: Public Works Commission

DATE: March 2, 2026

SUBJECT: CSAH 66 County Bridge Rehabilitation Project

At its meeting on 3/2/26 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:

Steve Stroschein gave an update on the upcoming Federal project for CSAH 66 County Bridge rehabilitation project. It has been approved at the Federal and State level and is now looking for approval from the city. It is projected to start June 1, 2026, and be completed by September 30, 2026. The bridge will always be open for one lane of traffic with a light on a trailer signaling each side of the bridge to alternate traffic. There will also be a temporary crosswalk during the construction. The bridge updates new safety rails and will be replaced with wire bands and closer together for better safety improvements. After inspection they noticed that the concrete beams are heavy chloride and separating from the beams roughly 3'. They will mill off about 3" and restore it with concrete overlay for preventative measure. It is 45 years old, built in 1980. The ends of each bridge have some ends breaking off but superficial and will need a little patching. Boat traffic going under the bridge will be fine during all construction. There was a request that the East side of the road be done first to minimize disruption during peak times. There will be communication and the county website with updates daily on the progress of improvements.

A MOTION WAS MADE BY TOM SWENSON AND SECONDED BY DAVE SCHRUPP TO RECOMMEND COUNCIL APPROVAL OF "RESOLUTION APPROVING COUNTY PROJECT WITHIN MUNICIPAL CORPORATE LIMITS" MOTION CARRIED WITH ALL AYES

G.  
3.  
a.

**CITY OF CROSSLAKE  
REQUEST FOR CITY COUNCIL ACTION  
Land Use Map Amendment**

Applicant: Anton & Brenda Marks  
Parcel Numbers: 14280500 & 14330741

**Background**

The applicants request an amendment to the Official Land Use Map to change the future land use designation from Rural Residential 5 (RR5) to Rural Residential 2 (RR2) on two parcels totaling approximately 5.1 acres.

The parcels are currently zoned Rural Residential 5 (RR5) and are surrounded by properties designated RR5. The request is consistent with the City Community Plan language encouraging orderly and compact residential growth in planned growth areas and locating higher density residential development adjacent to moderate density development and outside of the shoreland district.

The Planning Commission/Board of Adjustment held a duly noticed public hearing on 2/27/2026 and voted to recommend approval of the Land Use Map amendment.

**Findings**

1. The proposed amendment is consistent with the goals and policies of the City's Comprehensive Plan.
2. The amendment promotes orderly residential development consistent with planned growth objectives.
3. The parcels are of sufficient size to support the RR2 designation.
4. No adverse comments were received from notified agencies or surrounding property owners.
5. The amendment will not negatively impact public infrastructure or services.

**Recommended Action**

Staff recommends that the City Council adopt the following motion:

**Motion:**

To approve the amendment of the Official Land Use Map for parcels 14280500 and 14330741 from Rural Residential 5 (RR5) to Rural Residential 2 (RR2), involving approximately 5.1 acres, based on the findings presented.



## STAFF REPORT

Property Owner/Applicant: Anton & Brenda Marks

Parcel Number(s): 14280500 & 14330741

Application Submitted: January 13, 2026

Action Deadline: March 14, 2026

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

Applicant Extension Received / Request: NA / NA

City Council Date: To be Determined, if necessary

**Authorized Agent:** N/A

**Request:**

To amend the Official Land Use Map on parcels 14280500 & 14330741 from Rural Residential 5 (RR5) to Rural Residential 2 (RR2) involving a total of approximately 5.1 acres

**Current Zoning:** Rural Residential 5 (RR5)

**Adjacent Land Use/Zoning:**

North – Rural Residential 5 (RR5)

South – Rural Residential 5 (RR5)

East – Rural Residential 5 (RR5)

West – Rural Residential 5 (RR5)

**Parcel History:**

Parcel 14280500

- March 2025 – Septic system
- March 2025- 32x46 & 16x32 home; 30x36 attached garage

Parcel 14330741

- September 2019 – 46x36 Home, 46x36 attached garage, septic system & travel trailer/RV

**City Community Plan:**

Continue to guide residential growth in an orderly and compact manner so that new developments can be effectively served by public improvements and that the character and quality of the City's existing neighborhoods can be maintained and enhanced. Encourage well-designed residential subdivisions at urban densities in the planned growth areas of the City. Locate higher density residential developments in areas adjacent to moderate density developments and outside of the shoreland district.

**Comprehensive Plans:**

Promote the development and implementation of a Crosslake Community Plan that effectively and efficiently plans for land use, community facilities, transportation, housing, economic development and environmental protection for Crosslake and the immediately surrounding area. (pg. 39)

**Agencies Notified and Responses Received:**

County Highway Dept: No comment received before packet cutoff date

DNR: No comment received before packet cutoff date

City Engineer: N/A

Lake Association: No comment received before packet cutoff date

Crosslake Public Works: No comment received before packet cutoff date

Crosslake Park, Recreation & Library: N/A

Concerned Parties: No comment received before packet cutoff date

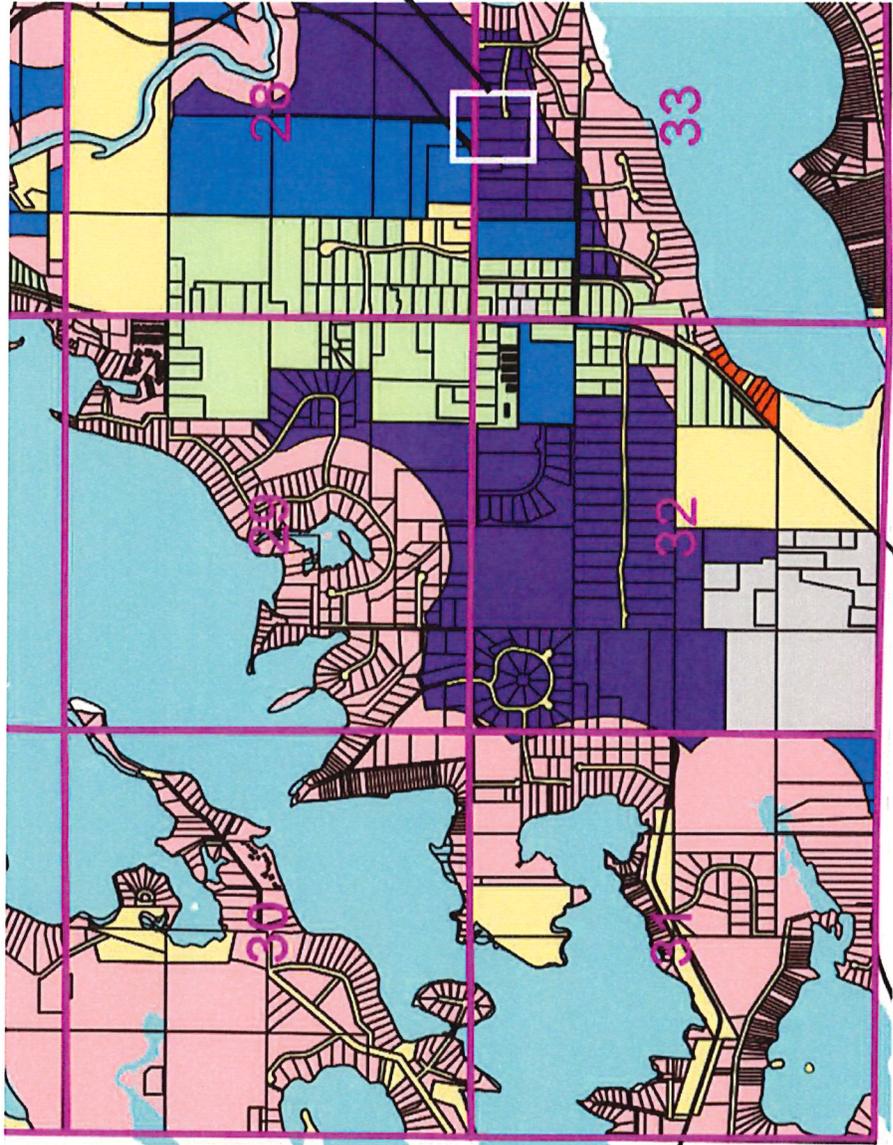
**POSSIBLE MOTION:**

To make a recommendation to the Crosslake City Council to approve or deny the amendment of the Official Land Use Map from Rural Residential 5 (RR5) to Rural Residential 2 (RR2) involving a total of approximately 5.1 acres.



Future Land Use Map

Commercial / Light Industrial
Downtown Commercial
Limited Commercial
Public
Residential 2 (Medium Density)
Rural Residential 5 (Low Density)
Shoreland District
Waterfront Commercial



Proposed  
lots



City of Crosslake Planning Commission/Board of Adjustment

Land Use Map Amendment Application

Findings of Fact

Supporting/Denying a Land Use Map Amendment

Anton and Tony Marks

14232 Brita Lane, Crosslake, Mn, 56442

PID's 14330741 and 14280500

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

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

Yes 5 No \_\_\_\_\_

Why?

- The lots are on the future land use map in the comp plan zoned as RR2. Surrounding lots are smaller than RR5. This makes sense for the area.
- The growth area from the Comp Plan guide development to areas that meet the community goals and strategies. They are currently identified growth areas based on land characteristics, proximity to urban services and previous development. Parcels may be rezoned prior to further development in an effort to comply with the guidance and philosophy reflected in the plan.

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

Yes 5 No \_\_\_\_\_

Present Land Use:

Proposed Land Use:

Why?

- These are nonconforming lots in RR5. No lots in area are big enough for RR5.
- Addition land is required to meet the requirements for RR5 district.

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

Yes 5 No \_\_\_\_\_

Why?

- Compliant septic systems on both lots with alternative sites identified.
- There is adequate ingress/egress onto Brita Lane

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

Yes \_\_\_\_\_ No 5 \_\_\_\_\_

Why?

- Development is already there as residential.
- Will help with ingress regress access to lots.
- Existing lots in area are under 5 acres

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

Yes 5 \_\_\_\_\_ No \_\_\_\_\_

Why?

- Helpful with more development.
- Will help with access to property.

**Motion by O'Leary; supported by Hanning to recommend to the city council the approval of the Land Use Map Amendment:**

- To amend the Official Land Use Map on parcel 14330741 and 14280500 from Rural Residential 5 to Rural Residential 2 (RR2) involving approximately 5.1 acres.

Per the findings of fact as discussed, the on-site conducted on 10-16-2025 and as shown on the certificate of survey received at the Planning & Zoning office contained in the public hearing packet on property located at 14232 Brita Lane, City of Crosslake

**Findings: As above**

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

Date: \_\_\_\_\_

Chairman Signature \_\_\_\_\_



Meeting Decision

February 27, 2026

Anton & Brenda Marks  
14169 County Road 36  
Crosslake, MN 56442

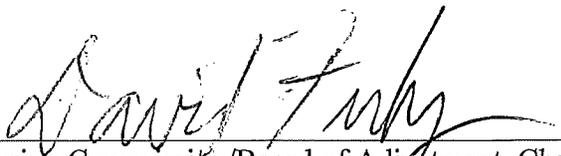
PID# 14330741 & 14280500

Your application to amend the Land Use Map has been recommended for approval to the Crosslake City Council on February 27, 2026 by the Planning Commission/Board of Adjustment

Your application to amend the Land Use Map has been recommended for denial to the Crosslake City Council on February 27, 2026 by the Planning Commission/Board of Adjustment.

Your application to amend the Land Use Map has been tabled on February 27, 2026 by the Planning Commission/Board of Adjustment.

February 27, 2026  
Date

  
\_\_\_\_\_  
Planning Commission/Board of Adjustment, Chair

G.4.a.

TO: Crosslake City Council  
FROM: TJ Graumann   
DATE: February 27, 2026  
SUBJECT: Lot Split, Park Dedication Recommendation

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The Parks and Recreation/Library Commission met on Wednesday, February 25, and passed the following motion regarding the proposed lot split submitted by Reno and Ellen Sposito.

**Motion to accept cash in lieu of land for the proposed lot split at 16354 Pine Lure Dr.**

**Motion: Albrecht      Second: Fritsvold      Favor: All**



Fee is \$75.00

Receipt # 305364729323477

Development Review Team (DRT)

Meeting Application

Meeting Date 01/20/2026 @ 9:00 AM

Property Owner(s) Reno & Ellen Sposito Phone Number 218-839-5905 or 218-330-3755

Property Address 16354 Pine Lure Dr, Crosslake, MN 56442

Mailing Address 16398 Pine Lure Dr, Crosslake, MN 56442

E-Mail reno.allstate@gmail.com ellen@landsenddev.com

Application Date 12/30

Representative(s) \_\_\_\_\_

Phone Number 218-839-5905 or 218-330-3755

E-Mail \_\_\_\_\_

Signature Ellen Ann Sposito

Parcel Number(s) 14020586 14020587

14020588

Section 2 Township 137 Range  27  28

Lake Name Little Pine Zoning District SO/RR5 Acre 40

Project Type: lot split also possible lot line adjustment Please explain your proposed project:  
split parcel 14020586 into 3 lots, possibly do a lot line adjustment for other two parcels

**(REQUIRED: a site sketch and/or Certificate of Survey, photos & building plans if applicable)**

- Site Plans or Sketches
- Photographs

**Office Use**

- Building Plans
- A full survey is **NOT** required

Agencies Notified:

- Highway Department
- MN Department of Natural Resources
- Public Works Director
- Park & Recreation/Library

*Certificate of Survey 2004 states a riparian wetlands tract (south)*

"No decisions will be made on an applicant's request at the DRT meeting. Submittal of an application after DRT does not constitute approval. Approval or denial of applications is determined by the Planning Commission/City Council of Crosslake at a public meeting as per Minnesota Statute 462 and the Crosslake Land Use Ordinance."

Development Review Team (DRT) Meetings beginning at 9:00 A.M. The DRT meeting schedule can be found on our website (Subject to change due to holiday or staff schedule) The meetings are located in the City Hall Building, 13888 Daggett Bay Road, Crosslake, MN 56442. For more information and directions



G.H.B.

REQUEST FOR COUNCIL ACTION

February 27, 2026

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Department: Parks & Recreation  
Department Head: TJ Graumann 

Agenda Section: Commission Reports

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Agenda Item: Robert Street Access

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**BACKGROUND**

Concerns have been raised by area residents regarding increased use of the Robert Street access over the past several years. Reported issues include potential impacts to water quality, road safety concerns, and increased local traffic pressure.

Vehicles parking along Robert Street near the access create visibility challenges, restrict vehicle maneuverability, and contribute to congestion in the immediate area.

To improve safety conditions, we are proposing to prohibit parking on both the north and south sides of Robert Street adjacent to the access point. If the Public Safety Committee agrees, staff would request that the Committee determine the appropriate extent of the no-parking zone on both sides of the access.

Water quality remains a priority for staff. While this recommendation primarily focuses on public safety, staff will continue to monitor and address any potential water quality impacts associated with increased use of the access.

**FINANCIAL IMPLICATIONS**

Estimated cost for T-posts & Signage: \$150 - \$250

**RECOMMENDATION**

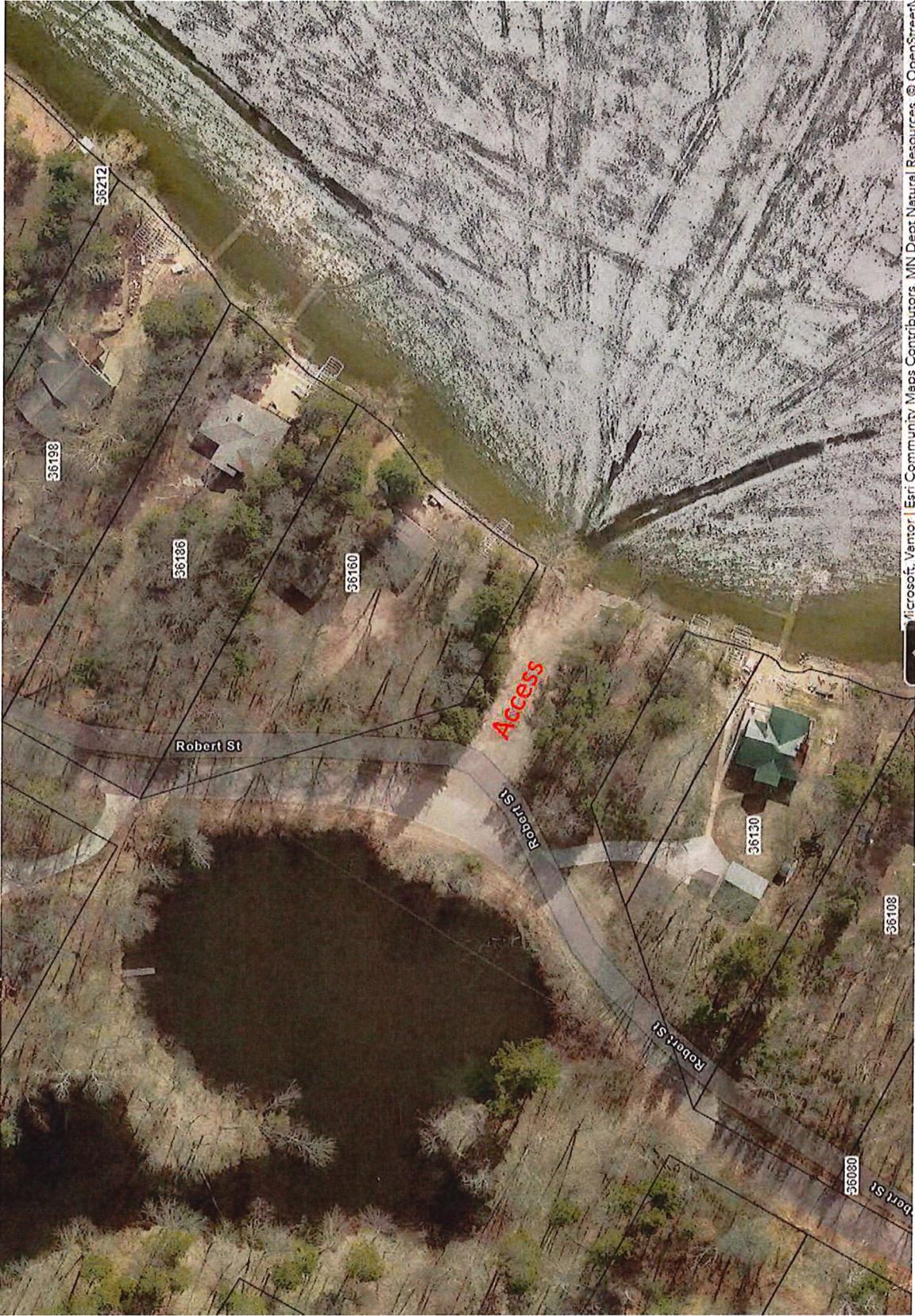
The Parks and Recreation/Library Commission recommends that Council approve the installation of "No Parking" signage on both sides of Robert Street adjacent to the access point, with the final extent of the restricted area to be determined by the Public Safety Committee.

**COUNCIL ACTION REQUESTED**

Motion to install No Parking signs on both sides of Robert Street adjacent to the access point, with final extent of the restricted area to be determined by the Public Safety Committee.

**ATTACHMENT**

Map of Access



G.4.C.

REQUEST FOR COUNCIL ACTION

February 25, 2026

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**Department:** Parks & Recreation/Library

**Department Head:** TJ Graumann 

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**Agenda Item:** Cold Storage Building

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**BACKGROUND**

In 2025, we were awarded \$50,000 in Impact Funds from Sourcewell to construct a cold storage building.

We received three estimates for the project from Kapsner Construction, Structural Building, and JR Construction.

**FINANCIAL IMPLICATIONS**

\$50,000      Sourcewell Impact Funds  
\$11,650      Capital Outlay

\*Additional expenses will include lighting, shelving, pex tubing, etc. These expenses will be covered from the capital budget.

**STAFF RECOMMENDATION**

The Parks and Recreation/Library Commission made a recommendation to accept the estimate provided by Kapsner Construction.

**COUNCIL ACTION REQUESTED**

Motion to approve the estimate from Kapsner Construction as submitted.

**ATTACHMENTS**

Kapsner Construction Estimate  
Structural Buildings Estimate  
JR Construction Estimate

**ESTIMATE**

Craig Kapsner Construction Inc.  
8870 Burton Pl NW  
Rice, MN 56367-9816

kapsnerconstruction@gmail.com  
+1 (320) 224-1775



**Bill to**  
City Of Crosslake 1

**Ship to**  
City Of Crosslake 1

**Estimate details**

Estimate no.: 1145  
Estimate date: 02/23/2026

#	Date	Product or service	Description	Qty	Rate	Amount
1.		<b>Sales</b>	Labor and material to construct a 32'x56'- 14' Stud wall storage building		\$61,650.00	\$61,650.00
<b>Total</b>						<b>\$61,650.00</b>

**Note to customer**

- 2x6 studs 2' O/C
- 2x4 wall stripping
- rafters 4' O/C 4/12 pitch
- 2' overhang on eaves and 1' on gables
- Steel Exterior with wainscoat
- 1-3' walk door
- 2-4'x3' Thermo Tech windows (color white)
- 1- 12'x12' non-insulated overhead door with opener (color White)
- Floating slab with 12"x16" footing around perimeter
- Install 6 mil poly under floor
- One coat of garage sealer
- One section of Plastic Trench Drain
- Install foam under slab and 16" vertically around perimeter
- 32'x4'-4" concrete apron
- Dumpster Fee

**Accepted date**

**Accepted by**



**Structural Buildings of MN, Inc.**  
 12926 First St.  
 Becker, MN 55308  
 Phone: 800-535-9722  
 Fax: 763-296-5801

Crosslake Community Center  
 Cell: +12186924271

Job Address:  
 14126 Daggett Pine Rd  
 Crosslake, MN 56442

**Print Date:** 2-3-2026

## Proposal for Crosslake Community Center

TJ-

Thank you for considering Structural Buildings to submit our proposal for your building project. Our experienced team of professionals have been constructing dreams throughout Minnesota and the surrounding five-state area since 1985. With over 6,000 buildings constructed, our design and production team will use their knowledge to collaborate with you to determine your goals, budget, and vision to develop a successful building project that is custom fit to your needs and exceed your expectations.

Items	Description
0.1 Post Frame Construction	32'W X 56'L X 14'H  <b>FOUNDATION</b> Poured Pier with Wet Set Brackets and a 5' Embedment 3ply 2x6 Glu Laminated Column 2x8 SYP #1 Treated .60 Grade Board Column Space (Eaves 6' O.C.) (Gables 8' O.C.)  <b>FRAMING</b> 4 / 12 Truss Pitch 6' Truss Spacing 42-5-5 Truss Load 2x6 #2 Btr SPF Wall Girts 2x6 MSR SPF 1650 Roof Purlins 2x4 Wind Bracing 2x6 Corner Bracing  <b>EXTERIOR WAINSCOT</b> 29 GA Quad Rib PAINTED G-90  <b>SIDING</b> 29 GA Quad Rib PAINTED G-90  <b>ROOFING</b> 26 GA Quad Rib PAINTED G-90  <b>OVERHANGS</b> Vented 24" Precut Soffit Eave Solid 12" Precut Soffit Gable

Items	Description
	<p>VENTILATION 20" Ridge Cap Profile Vented Ridge</p> <p>WALK DOORS 1 - Plyco Series 20, 3/0x6/8 w/ Hardware - Front of Main Building - Door Swing--Left-Hand In-Swing - Door Color-- ... Color TBD - Dead Bolt--Advantage Grade 2 - Door Slab--Plyco Standard - Lever - Keyed--Plyco Included</p> <p>WINDOWS 1 - 4-0 x 3-0 Andersen Low E Glider - Left of Main Building - Window Color-- ... Color TBD 1 - 4-0 x 3-0 Andersen Low E Glider - Right of Main Building - Window Color-- ... Color TBD</p> <p>OVERHEAD DOORS 1 - 12 x 12 Timberland UnInsulated - Front of Main Building - OH Door Color-- ... Color TBD - Door Panel Style-- ... Panel Style TBD - Opener--8587 Trolley (12x12) - Keypad</p> <p>Building Wrap: Included</p>
31.01 Excavating & Back-fill	NOT INCLUDED IN SBI CONTRACT
3.01 Concrete	<p>Set up &amp; pour a 32' x 56' concrete slab. 4" thick, 4500 lb mix, rebar 3' on center, saw cut control joints with 6 mil poly underneath</p> <p>Set up &amp; pour a 4' x 32' apron. 4" thick, 4500 lb mix, rebar 2' on center, saw cut control joints with a broom finish</p> <p>2" rigid foam underneath slab</p> <p>Perimeter insulation down 16" out 32"</p> <p>9" Floor drain to daylight</p>
1.01 Project Management	SBI to provide onsite field supervision for quality control, customer liaison and progress communications.
1.04 Plans & Specs	SBI to provide drawings necessary for construction of project.
1.10 Equipment Rental	SBI to provide necessary equipment for scope of work.
1.09 Portable Toilet	SBI to provide onsite portable toilet services during scope of work.
1.08 Dumpster	SBI to provide cleanup and haul away of construction debris.
1.02 Permits	NOT INCLUDED IN SBI CONTRACT
1.05 Surveys	NOT INCLUDED IN SBI CONTRACT. IF SURVEYING IS NECESSARY TO COMPLY WITH SETBACKS, THERE WOULD BE ADDITIONAL COSTS.
7.02 Gutters & Downspouts	NOT INCLUDED IN SBI CONTRACT
22.01 Plumbing	NOT INCLUDED IN SBI CONTRACT
23.01 HVAC	NOT INCLUDED IN SBI CONTRACT
26.01 Electrical	NOT INCLUDED IN SBI CONTRACT

Total Price: \$93,500.00

**Payment Schedule**

- Down payment of 20% **Due at contract signing**

**Sales Consultant:** \_\_\_\_\_

**Sales Consultant Signature:** \_\_\_\_\_

I confirm that my action here represents my electronic signature and is binding.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

# JR CONSTRUCTION

TJ GRAUMANN

CROSSLAKE COMMUNITY CENTER

14126 DAGGET PINE RD

CROSSLAKE, MN 56442

218-838-9180

TGRAUMANN@CITYOFCROSSLAKE.ORG

**PROJECT DESCRIPTION:** 32' X 56' X 14' STEEL BUILDING TO BE BUILT NEAR CROSSLAKE, MN

**MATERIALS INCLUDE:** 2" X 6" FRAMING 2' OC, WITH 2" X 4" WALL PERLIN. 4' OC, 4"/12 COMMON TRUSS WITH 2" X 4" ROOF PERLIN. COLORED STEEL ROOF & WALLS. WAINSCOTING. 2' EAVE & 1' GABLE OVERHANGS. 1-3'0" WALK DOOR, 2- 4' X 3' INSULATED GLASS WINDOWS, 1-12' X 12' NONINSULATED OVERHEAD DOOR WITH METAL CLAD FRAME. DOOR HARDWARE. 4" CONCRETE SLAB WITH 6-6-10 MESH AND THICKENED AND REINFORCED PERIMETER. 6 MIL POLY UNDER CONCRETE. 2" FOAM UNDER SLAB. 1-9" FLOOR DRAIN TO DAYLIGHT. 32' X 4' X 4" CONCRETE APRON. EZ FORMS AROUND PERIMETER.

**LABOR INCLUDES:** ALL LABOR FOR ABOVE LISTED MATERIALS.

**NOT INCLUDED:** DUMPSTER. SITE PREP. ELECTRICAL. BUILDING PERMIT OR ANY OTHER ITEMS NOT LISTED ABOVE. POWER PROVIDED BY OWNER. EXTRA MATERIAL IS OWNED BY JR CONSTRUCTION. LICENSE REQUIREMENTS OTHER THAN MN CONTRACTORS LICENSE WILL BE AT OWNERS EXPENSE. OWNER TO PROVIDE 20' ACCESS TO BUILDING ON 1 END & 2 SIDES.

**TOTAL COST:** (LABOR, MATERIAL AND TAX) \$ 82,598.00

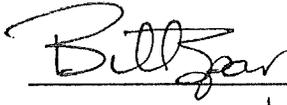
**PAYMENTS:** \$34,000.00 DOWN. \$34,000.00 WHEN CONCRETE IS COMPLETE AND \$14,598.00 WHEN COMPLETED

**ESTIMATE GOOD UNTIL 3/15/2026**

ALL MATERIAL IS GUARANTEED TO BE AS SPECIFIED. ALL WORK TO BE COMPLETED IN A SUBSTANTIAL WORKMAN LIKE MANNER ACCORDING TO THE SPECIFICATIONS SUBMITTED PER STANDARD PRACTICES. ANY ALTERATION OR DEVIATION FROM ABOVE SPECIFICATIONS INVOLVING EXTRA COSTS WILL BE EXECUTED ONLY UPON WRITTEN ORDERS, AND WILL BECOME AN EXTRA CHARGE OVER AND ABOVE ESTIMATES. ALL AGREEMENTS CONTINGENT UPON STRIKES, ACCIDENTS, OR DELAYS BEYOND OUR CONTROL. OWNER TO CARRY FIRE, TORNADO AND OTHER NECESSARY INSURANCE. OUR WORKERS ARE FULLY COVERED BY WORKMAN'S COMPENSATION INSURANCE.

ACCEPTANCE OF PROPOSAL: THE ABOVE PRICES, SPECIFICATIONS AND CONDITIONS ARE SATISFACTORY AND ARE HEREBY ACCEPTED. YOU ARE AUTHORIZED TO DO THE WORK AS SPECIFIED. PAYMENT WILL BE MADE AS OUTLINED ABOVE. OWNER SUBJECT TO MECHANICS LEAN.

CUSTOMER SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

JR SIGNATURE  2/17/26 \_\_\_\_\_ DATE \_\_\_\_\_

# JR Construction, Inc.

MN Cont. License #BC270437

## Construction Agreement

### GENERAL CONDITIONS

All material provided by JR Construction, Inc. (JR CONST.) is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the proposal. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner shall carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

### CONTRACT DOCUMENTS

The documents specifically titled Construction Agreement; Subcontract Labor Proposal; any Addendums; Releases; Change Orders; and any other documents executed by the parties and pertaining to JR CONST.'s work for the customer herein, shall constitute the construction documents between JR CONST. and customer and the terms and conditions of the same are specifically acknowledged and incorporated herein.

### REPRESENTATION OF FINANCIAL CONDITION

Customer represents and warrants that he/she has the financial ability and/or has made necessary financing arrangements to pay JR CONST. in full for the work and materials contemplated in this Construction Agreement herein.

### BLUEPRINTS

JR CONST. works with an experienced draftsman to prepare your blueprints. They are not fully qualified as Certified Professional Engineers or architects. JR CONST. disclaims any liability, if any errors of this kind may have been made on blueprints. Some counties require special engineering stamps, energy calculations, and construction alterations to meet local building codes. It is agreed that the customer will pay for all additional costs to meet local building codes. JR CONST. agrees to do preliminary plans, until customer is satisfied with floor plan. Then JR CONST. will draw a final blueprint. If customer makes any other changes, it is agreed that customer will be charged for any additional blueprint fees and materials at a reasonable price. JR construction will still honor all stated warranty work for structural defects and workmanship even if it is a result of not having the plan certified by a professional engineer or architect. JR construction and its sub-contractors will follow and meet or exceed all state of MN building codes applicable at the time owners building/land use permit date issued.

### SUBCONTRACTED LABOR

JR CONST. has partnered with several subcontractors to improve efficiency and customer service. JR CONST. is not liable for any loss or damage arising out of negligent construction caused by anyone other than partnered subcontractors. Payment for subcontracted work is to be paid according to the terms and conditions of that portion of the contract specifically set forth in the Subcontract Labor Proposal.

### LATE PAYMENT AND DISPUTE SETTLEMENT

A 1.5% interest per month late fee will be charged on all billing statements not paid within 30 days. In addition, in the event any installment is not paid when due, JR CONST. may stop work until payment is made. JR CONST. may take such further action as may be necessary, including legal proceedings to enforce its rights hereunder. At the conclusion of the homeowner shall compile a punch list of any items that may be defective or otherwise not compliant with what was specifically contracted for. JR CONST. shall establish a dollar value for any such defective or noncompliant items and this amount may be temporarily withheld by customer from the final payment due to JR CONST. The balance of the payment due shall be remitted to JR CONST. in a timely manner, and in no event later than seven (7) days after presentation of that billing. Upon satisfactory correction of the defect or other noncompliant item, customer shall tender the remaining funds withheld to JR CONST. within seven (7) days.

### EXTRA MATERIAL

JR CONST. supplies extra building materials to the job site to replace any flawed or broken material and eliminate extra trips to the lumberyard. Therefore, any material leftover is the property of JR CONST. and will be picked up by us.

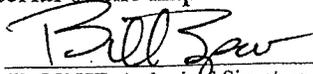
### MECHANICS LIEN NOTICE

**"Any person or company supplying labor or materials for this improvement to your property may file a lien against your property if that person or company is not paid for their contributions.**

**Under Minnesota law, you have the right to pay persons who supplied labor or materials for this improvement directly and deduct this amount from our contract price, or withhold the amounts due them from us until 120 days after completion of the improvement unless we give you a lien waiver signed by persons who supplied any labor or material or the improvement and who gave you timely notice."**

(X)

Customer Signature



JR CONST. Authorized Signature

(X)

Customer Signature

Date of Acceptance