

REGULAR COUNCIL MEETING  
CITY OF CROSSLAKE  
MONDAY, OCTOBER 8, 2001  
7:00 P.M. – CITY HALL

The Council for the City of Crosslake met in the Council Chambers of City Hall on Monday, October 8, 2001. The following Councilmembers were present: Mayor Darrell Swanson, Sandy Eliason, Charles (Chuck) Miller, Irene Schultz and Dean Swanson. Also present was City Administrator Thomas (Tom) Swenson, City Attorney Paul Sandelin, City Engineer Dave Reese, Community Development Director Paul Larson, Police Chief Bob Hartman, Park and Recreation Director Jon Henke, Public Works Director Ted Strand, General Manager Dennis Leaser, Clerk/Treasurer Darlene Roach and Lake Country Echo Reporter Betty Ryan. There were eight individuals in the audience.

**A. CALL TO ORDER** – Mayor Swanson called the Regular Meeting to order at 7:00 P.M.

**B. CRITICAL ISSUES** – Jeanne Horning of 27127 Blacksmith Place addressed the Council and expressed concern about bow hunting that is taking place in Old Log Landing. She proposes that the City restrict bow hunting within the City limits. She stated that children on bikes, animals and etc. could be unintentional targets of this activity. She stated that while she is not against bow hunting she does not feel that it should be done in residential areas. Mrs. Horning agreed that the deer population is growing and may need to be thinned out but not by way of bow hunting in residential areas. Councilmember Miller stated that bow hunters are also hunting on City property and felt the City has a liability issue. Local DNR warden Cary Schoutz addressed the Council. He stated that the DNR has received more complaints on the deer population than they have on bow hunters. There was some discussion regarding adopting a feeding ordinance which would prevent property owners from feeding deer which results in the overpopulation of deer in residential areas. It was the consensus of the Council that the Safety Committee meet to discuss what options are available to the City and to come back to the Council with a recommendation. Butch Doerfler addressed the Council and stated that he felt for the people that live close to where the bow hunters are hunting, but requested that the Safety Committee not have blinders on and impose something for all areas within the City limits.

Councilmember Sandy Eliason stated that the League of Women Voters is holding a School Board Candidate's Meeting on Tuesday, October 23<sup>rd</sup> at 7:00 P.M. at the Pequot Lakes School Gathering Room. The meeting will be broadcast on Channel 12 on October 24<sup>th</sup> at noon and 6:00 P.M.

**C. CONSENT CALENDAR – MOTION 010R-01-01 WAS MADE BY DEAN SWANSON AND SECONDED BY SANDY ELIASON TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR:**

CONSISTING OF: (1) MINUTES OF SEPTEMBER 10, 2001 SEWER PUBLIC HEARING; (2) MINUTES OF SEPTEMBER 10, 2001 REGULAR COUNCIL MEETING; (3) MINUTES OF OCTOBER 3, 2001 LIQUOR ORDINANCE PUBLIC HEARING; (4) CROSSLAKE COMMUNICATIONS TELEPHONE COMPANY STATISTICAL REPORT FOR AUGUST 31, 2001; (5) CROSSLAKE COMMUNICATIONS CABLEVISION COMPANY STATISTICAL REPORT FOR AUGUST 31, 2001; (6) CITY MONTH END REVENUE REPORT DATED AUGUST 31, 2001; AND (7) CITY MONTH END EXPENDITURE REPORT DATED AUGUST 31, 2001. MOTION CARRIED WITH ALL AYES.

**D. MAYOR'S REPORT – Nothing**

**E. CITY ADMINISTRATOR REPORT –**

1. Approval of Bills – MOTION 010R-02-01 WAS MADE BY CHUCK MILLER AND SECONDED BY IRENE SCHULTZ TO APPROVE THE BILLS FOR PAYMENT AS SUBMITTED IN THE AMOUNT OF \$88,850.04 AND \$29,390.90. MOTION CARRIED WITH ALL AYES.
2. Lakes State Bank Pledge Update dated September 30, 2001 was included for Council information.
3. Northern National Bank Pledge Update dated September 30, 2001 was included for Council information.
4. Lakewood Bank Pledge Update dated September 30, 2001 was included for Council information.
5. A listing of program expenditures through June 30, 2001 for American Legion Post 500 was included for Council information.
6. A thank you letter to Tony and Wendy Fyle for their donation of labor to pump the 1250 gallon holding tank at the Emergency Services Center was included for Council information.
7. Memo dated September 20<sup>th</sup> from City Administrator Swenson requested Council action to change the Regular Council Meeting date from Monday, November 12<sup>th</sup> to Tuesday, November 13<sup>th</sup> due to Veteran's Day. MOTION 010R-03-01 WAS MADE BY IRENE SCHULTZ AND SECONDED BY SANDY ELIASON TO MOVE THE REGULAR COUNCIL MEETING FROM NOVEMBER 12<sup>TH</sup> TO NOVEMBER 13<sup>TH</sup>. MOTION CARRIED WITH ALL AYES.

**F. COMMISSION REPORTS –**

1. ECONOMIC DEVELOPMENT AUTHORITY – The minutes of the September 5, 2001 meeting were included for Council information.
2. CHARTER SCHOOL – Councilmember Irene Schultz reported that the Pequot Lakes School District is handling transportation for the Charter School for most students. Students living in Fifty Lakes and Pine River need to be brought to a designated pick up location within the Pequot

Lakes School District. A Parent Teacher Association (PTA) has been formed and anyone interested in joining can do so for a \$5 fee. The Charter School is looking for volunteers to help at the school. Interested persons can call Kelly Stone at 692-4454.

3. LIBRARY COMMITTEE – Alden Hardwick stated that a letter was received from Marian Ridge, Director of the Kitchigami Regional Library System offering to submit grants for “opening day” books for the proposed Crosslake library. The Committee is appreciative of this favorable support from the Library System. Seven grant requests are still outstanding with no responses having been received from the organizations. When representatives from the Department of Children, Families & Learning addressed the Council they recommended that the Committee contact the Department of Finance for funding and the Committee is preparing to do this.
4. UTILITIES COMMISSION – General Manager Dennis Leaser reported that the building expansion is in its final stages with only the flooring, heating and cooling units needing to be installed. Onvoy’s annual meeting, which was held in St. Cloud, was attended by Dennis. Onvoy is launching a new program which will increase commissions and volume pricing for Crosslake Communications. Crosslake Communications is now offering 711 for the hearing impaired. Users dial 711 and are directed automatically to a TYY operator. A 511 program is also being offered. This service is an online menu driven weather and road condition reporting system. Crosslake Digital TV has been launched and orders are backing up. Cable boxes have been limited to 2 per household in order to keep up with the demand. Debby Floerchinger celebrated her nine year anniversary on September 21<sup>st</sup>. The Five Year Strategic Planning Session has been scheduled for October 17<sup>th</sup> from 9:00 A.M. to 3:00 P.M. at the Community Center. Del Gilsrud has resigned from the Utilities Commission and approval was requested to appoint Hank Duitsman to fill the vacancy. MOTION 010R-04-01 WAS MADE BY IRENE SCHULTZ AND SECONDED BY CHUCK MILLER TO APPROVE THE APPOINTMENT OF HENRY DUTSMAN TO THE UTILITIES COMMISSION. MOTION CARRIED WITH ALL AYES. General Manager Dennis Leaser reviewed the number of subscribers currently using the services offered by Crosslake Communications.
5. PUBLIC SAFETY – Chief Bob Hartman reported 163 incidents in Crosslake and 32 incidents in Mission Township in September. The Fire Department reported 13 medical calls and one fire call for September. North Ambulance reported 46 callouts in September.
6. PARK AND RECREATION – Park and Recreation Director Jon Henke reported on the progress being made in regards to purchasing the

approximately 79 acres of land adjacent to the Community Center. Property owner Eric Johnson has signed a purchase agreement. Approval was requested to authorize the Mayor and City Administrator signing the purchase agreement on behalf of the City. City Attorney Paul Sandelin stated that the City should be in receipt of the survey being prepared by Landecker & Associates prior to signing the purchase agreement. Also, personal items situated on the property needs to be removed. MOTION 010R-05-01 WAS MADE BY IRENE SCHULTZ AND SECONDED BY CHUCK MILLER TO APPROVE THE PURCHASE OF 79 ACRES NORTH OF THE COMMUNITY CENTER FROM ERIC JOHNSON UPON RECEIPT OF A SURVEY OF THE PROPERTY AND REMOVAL OF EQUIPMENT AND PERSONAL ITEMS FROM THE PROPERTY AND TO AUTHORIZE THE MAYOR AND CITY ADMINISTRATOR TO SIGN THE NECESSARY DOCUMENTS. It was noted that the purchase of this property will increase the size of the park property to 120 acres and will connect to another 600 acres of County land. MOTION CARRIED WITH ALL AYES. Councilmember Swanson commented that the City should continue to pursue use of the 40 acres of Corps of Engineer property located south of the City. Park and Recreation Director Jon Henke stated that he and Paul Larson are working on plans to utilize the property. Park and Recreation Director Jon Henke expressed concern over bow hunters using park property for bow hunting. It was the consensus of the Council that the property be posted with "No Hunting" signs. The recently completed Park Master Plan was reviewed by the Park Advisory Commission and the City Council at a joint meeting held on August 27<sup>th</sup>. Subsequent to that meeting, an information meeting was held on September 24<sup>th</sup> at the Community Center, which the public was invited to attend. No major changes were made to the document, so adoption of the Master Plan was requested. MOTION 010R-06-01 WAS MADE BY IRENE SCHULTZ AND SECONDED BY SANDY ELIASON TO APPROVE THE PARK MASTER PLAN. MOTION CARRIED WITH ALL AYES. The Community Center will be closed on Monday, November 12<sup>th</sup> and Tuesday, November 13<sup>th</sup> for cleaning. On Monday, the floors will be striped and on Tuesday, staff will wax the floors in addition to performing detailed cleaning. All groups that have scheduled use of the Center on those days will be contacted. The annual Halloween Party will be held on Saturday, October 27<sup>th</sup> from 1:00 P.M. – 3:00 P.M. Anyone interested in volunteering for this event should contact the Community Center. The fourth evening Cardio Fitness Class will begin on October 23<sup>rd</sup> and run through November 20<sup>th</sup>. The class will take place on Tuesdays and Thursdays from 5:30 P.M. – 6:30 P.M. Approval to contract with Kelli Thull at a cost of \$160.00 for these sessions was requested. MOTION 010R-07-01 WAS MADE BY IRENE SCHULTZ AND SECONDED BY CHUCK MILLER TO APPROVE CONTRACTING WITH KELLI THULL TO PROVIDE AEROBIC INSTRUCTION FOR FOUR WEEKS FROM OCTOBER 23<sup>RD</sup>

THROUGH NOVEMBER 20<sup>TH</sup> AT A COST OF \$160.00. MOTION CARRIED WITH ALL AYES. Wednesday night volleyball has started and will continue through November 7<sup>th</sup>. Play start time is 6:30 P.M. The fee for membership is \$15.00 or \$3.00 per session. A new session of Yoga began on October 1<sup>st</sup> and runs through December 3<sup>rd</sup>. Cost for the class is \$55.00 and is handled through the instructor. Over the past year, Community Center policies and fees have been under review by both the Staff and Commission. These policies and fees were presented to the Council for approval. One of the major changes is the discontinuance of family memberships for the weight room. The Staff is recommending, however, that monthly memberships be resumed. The fees and policies were separated into four categories for approval. MOTION 010R-08-01 WAS MADE BY IRENE SCHULTZ AND SECONDED BY SANDY ELIASON TO APPROVE THE PROPOSED CATEGORIES AND COST LIST FOR THE COMMUNITY CENTER PER THE OCTOBER 3, 2001 STAFF REPORT (COPY ATTACHED). MOTION CARRIED WITH ALL AYES. Approval of the proposed gymnasium and meeting room policies was requested. MOTION 010R-09-01 WAS MADE BY IRENE SCHULTZ AND SECONDED BY CHUCK MILLER TO APPROVE THE PROPOSED GYMNASIUM AND MEETING ROOM POLICIES FOR THE COMMUNITY CENTER PER THE OCTOBER 3, 2001 STAFF REPORT (COPY ATTACHED). MOTION CARRIED WITH ALL AYES. Approval of the proposed exercise membership categories and rates for year 2002 was requested. MOTION 010R-10-01 WAS MADE BY IRENE SCHULTZ AND SECONDED BY CHUCK MILLER TO APPROVE THE PROPOSED EXERCISE MEMBERSHIP CATEGORIES AND RATES FOR YEAR 2002 PER THE OCTOBER 3, 2001 STAFF REPORT (COPY ATTACHED). MOTION CARRIED WITH ALL AYES. It was noted that the Crosslake Ideal Lions would be holding a bake sale at the Community Center on October 20<sup>th</sup> from 9:00 A.M. – 3:00 P.M. The Staff is currently in the process of producing a videotape of Community Center activities that will be broadcast on Channel 12 as a way of advertising various activities. The third session of Gentle Fitness for Seniors is scheduled to begin October 8<sup>th</sup> and continue for four weeks. Approval was requested to contract with Donna Keiffer at a cost of \$176.32. MOTION 010R-11-01 WAS MADE BY IRENE SCHULTZ AND SECONDED BY CHUCK MILLER TO APPROVE CONTRACTING WITH DONNA KEIFFER TO PROVIDE SENIOR FITNESS INSTRUCTION FROM OCTOBER 8<sup>TH</sup> THROUGH NOVEMBER 1<sup>ST</sup> AT A COST OF \$176.32. MOTION CARRIED WITH ALL AYES. The class is held on Mondays and Thursdays from 10:30 A.M. – 11:30 A.M. The minutes of the September 24, 2001 Commission meeting were included in the Council packet for information.

7. PUBLIC WORKS –

- a. City Administrator Tom Swenson informed the Council that a letter was received from Darrell Schneider, Sr. resigning from his position on the Public Works Commission. Mayor Swanson will send a letter of appreciation to Mr. Schneider for his years of service on the Commission. Anyone interested in serving as a member of the Commission should contact City Hall for an application.
- b. A letter dated September 19, 2001 from City Engineer Dave Reese recommended approval of Payment Estimate No. 3 in the amount of \$932.80 for traffic control services. MOTION 010R-12-01 WAS MADE BY CHUCK MILLER AND SECONDED BY DEAN SWANSON TO APPROVE PAYMENT ESTIMATE #3 IN THE AMOUNT OF \$932.80 FOR ANDERSON BROTHERS. MOTION CARRIED WITH ALL AYES.
- c. Quotes for Class 5 gravel for Johnie Street and Greer Road were obtained from Anderson Brothers and Fletcher Trucking. The Public Works Commission recommends approval for the purchase of Class 5 from Fletcher Trucking as the lowest bidder at \$6.95 per yard delivered. MOTION 010R-13-01 WAS MADE BY CHUCK MILLER AND SECONDED BY IRENE SCHULTZ TO APPROVE THE PURCHASE OF CLASS 5 FROM FLETCHER TRUCKING AT A COST OF \$6.95 PER YARD. MOTION CARRIED WITH ALL AYES.
- d. Following review of the 2001 road projects, it is the recommendation of the Public Works Commission and the City Engineer that all retainage to Anderson Brothers be released. MOTION 010R-14-01 WAS MADE BY CHUCK MILLER AND SECONDED BY SANDY ELIASON TO ACCEPT THE CONSTRUCTION ON THE 2001 ROAD PROJECTS AND THAT THE RETAINAGE OF \$12,312.05 BE RELEASED TO ANDERSON BROTHERS. MOTION CARRIED WITH ALL AYES.
- e. White Oak Drive – MOTION 010R-15-01 WAS MADE BY CHUCK MILLER AND SECONDED BY DEAN SWANSON TO APPROVE RESOLUTION NO. 01-40 DECLARING COST TO BE ASSESSED AND ORDERING PREPARATION OF PROPOSED ASSESSMENT FOR WHITE OAK DRIVE. MOTION CARRIED WITH ALL AYES.
- f. Rush Lane – MOTION 010R-16-01 WAS MADE BY CHUCK MILLER AND SECONDED BY DEAN SWANSON TO APPROVE RESOLUTION NO. 01-41 DECLARING COST TO BE ASSESSED AND ORDERING PREPARATION OF PROPOSED ASSESSMENT FOR RUSH LANE. MOTION CARRIED WITH ALL AYES.

- g. Summit Avenue – MOTION 010R-17-01 WAS MADE BY CHUCK MILLER AND SECONDED BY SANDY ELIASON TO APPROVE RESOLUTION NO. 01-42 DECLARING COST TO BE ASSESSED AND ORDERING PREPARATION OF PROPOSED ASSESSMENT FOR SUMMIT AVENUE. MOTION CARRIED WITH ALL AYES.
- h. Anderson Court – MOTION 010R-18-01 WAS MADE BY CHUCK MILLER AND SECONDED BY IRENE SCHULTZ TO APPROVE RESOLUTION NO. 01-43 DECLARING COST TO BE ASSESSED AND ORDERING PREPARATION OF PROPOSED ASSESSMENT FOR ANDERSON COURT. MOTION CARRIED WITH ALL AYES.
- i. Red Oak Circle – MOTION 010R-19-01 WAS MADE BY CHUCK MILLER AND SECONDED BY SANDY ELIASON TO APPROVE RESOLUTION NO. 01-44 DECLARING COST TO BE ASSESSED AND ORDERING PREPARATION OF PROPOSED ASSESSMENT FOR RED OAK CIRCLE. MOTION CARRIED WITH ALL AYES.
- j. Ivy Lane/Ivy Trail – MOTION 010R-20-01 WAS MADE BY CHUCK MILLER AND SECONDED BY IRENE SCHULTZ TO APPROVE RESOLUTION NO. 01-45 DECLARING COST TO BE ASSESSED AND ORDERING PREPARATION OF PROPOSED ASSESSMENT FOR IVY LANE/IVY TRAIL. MOTION CARRIED WITH ALL AYES.
- k. Gale Lane – MOTION 010R-21-01 WAS MADE BY CHUCK MILLER AND SECONDED BY DEAN SWANSON TO APPROVE RESOLUTION NO. 01-46 DECLARING COST TO BE ASSESSED AND ORDERING PREPARATION OF PROPOSED ASSESSMENT FOR GALE LANE. MOTION CARRIED WITH ALL AYES.
- l. First Street, Second Street, Second Avenue – MOTION 010R-22-01 WAS MADE BY CHUCK MILLER AND SECONDED BY SANDY ELIASON TO APPROVE RESOLUTION NO. 01-47 DECLARING COST TO BE ASSESSED AND ORDERING PREPARATION OF PROPOSED ASSESSMENT FOR FIRST STREET, SECOND AVENUE AND SECOND STREET. MOTION CARRIED WITH ALL AYES.
- m. Pinedale Street – MOTION 010R-23-01 WAS MADE BY CHUCK MILLER AND SECONDED BY IRENE SCHULTZ TO APPROVE RESOLUTION NO. 01-48 DECLARING COST TO BE ASSESSED AND ORDERING PREPARATION OF PROPOSED ASSESSMENT FOR PINEDALE STREET. MOTION CARRIED WITH ALL AYES.
- n. Manhattan Drive – MOTION 010R-24-01 WAS MADE BY CHUCK MILLER AND SECONDED BY SANDY ELIASON TO APPROVE RESOLUTION NO. 01-49 DECLARING COST

TO BE ASSESSED AND ORDERING PREPARATION OF PROPOSED ASSESSMENT FOR MANHATTAN DRIVE. MOTION CARRIED WITH ALL AYES.

- o. Eagle Street – MOTION 010R-25-01 WAS MADE BY CHUCK MILLER AND SECONDED BY IRENE SCHULTZ TO APPROVE RESOLUTION NO. 01-50 DECLARING COST TO BE ASSESSED AND ORDERING PREPARATION OF PROPOSED ASSESSMENT FOR EAGLE STREET. MOTION CARRIED WITH ALL AYES.
- p. Anchor Point Trail – MOTION 010R-26-01 WAS MADE BY CHUCK MILLER AND SECONDED BY IRENE SCHULTZ TO APPROVE RESOLUTION NO. 01-51 DECLARING COST TO BE ASSESSED AND ORDERING PREPARATION OF PROPOSED ASSESSMENT FOR ANCHOR POINT TRAIL. MOTION CARRIED WITH ALL AYES.
- q. Cool Haven Lane – MOTION 010R-27-01 WAS MADE BY CHUCK MILLER AND SECONDED BY DEAN SWANSON TO APPROVE RESOLUTION NO.01-52 DECLARING COST TO BE ASSESSED AND ORDERING PREPARATION OF PROPOSED ASSESSMENT FOR COOL HAVEN LANE. MOTION CARRIED WITH ALL AYES.
- r. Ginseng Patch Road – MOTION 010R-28-01 WAS MADE BY CHUCK MILLER AND SECONDED BY IRENE SCHULTZ TO APPROVE RESOLUTION NO. 01-53 DECLARING COST TO BE ASSESSED AND ORDERING PREPARATION OF PROPOSED ASSESSMENT FOR GINSENG PATCH ROAD, TWIN BAY DRIVE AND ANCHOR POINT ROAD. MOTION CARRIED WITH ALL AYES.

The next order of business was to set the dates for the public hearings for each of these road projects. It was noted that two weeks published notice was required. In addition, each benefiting property owner must be notified in writing of the hearing date two weeks prior to the hearing.

- s. White Oak Drive – MOTION 010R-29-01 WAS MADE BY CHUCK MILLER AND SECONDED BY IRENE SCHULTZ TO APPROVE RESOLUTION NO. 01-54 SETTING THE HEARING DATE ON PROPOSED ASSESSMENT TO WHITE OAK DRIVE FOR NOVEMBER 1, 2001 AT 6:00 P.M. AT CITY HALL. MOTION CARRIED WITH ALL AYES.
- t. Rush Lane – MOTION 010R-30-01 WAS MADE BY CHUCK MILLER AND SECONDED BY SANDY ELIASON TO APPROVE RESOLUTION NO. 01-55 SETTING THE HEARING DATE ON PROPOSED ASSESSMENT TO RUSH



LANE FOR NOVEMBER 1, 2001 AT 6:30 P.M. AT CITY HALL. MOTION CARRIED WITH ALL AYES.

- u. Summit Avenue – MOTION 010R-30-01 WAS MADE BY CHUCK MILLER AND SECONDED BY SANDY ELIASON TO APPROVE RESOLUTION NO. 01-56 SETTING THE HEARING DATE ON PROPOSED ASSESSMENT TO SUMMIT AVENUE FOR NOVEMBER 1, 2001 AT 7:00 P.M. AT CITY HALL. MOTION CARRIED WITH ALL AYES.
- v. Anderson Court – MOTION 010R-31-01 WAS MADE BY CHUCK MILLER AND SECONDED BY IRENE SCHULTZ TO APPROVE RESOLUTION NO. 01-57 SETTING THE HEARING DATE ON PROPOSED ASSESSMENT TO ANDERSON COURT FOR NOVEMBER 1, 2001 AT 7:30 P.M. AT CITY HALL. MOTION CARRIED WITH ALL AYES.
- w. Red Oak Circle – MOTION 010R-32-01 WAS MADE BY CHUCK MILLER AND SECONDED BY SANDY ELIASON TO APPROVE RESOLUTION NO. 01-58 SETTING THE HEARING DATE ON PROPOSED ASSESSMENT TO RED OAK CIRCLE FOR NOVEMBER 1, 2001 AT 8:00 P.M. AT CITY HALL. MOTION CARRIED WITH ALL AYES.
- x. Ivy Lane/Ivy Trail – MOTION 010R-33-01 WAS MADE BY CHUCK MILLER AND SECONDED BY IRENE SCHULTZ TO APPROVE RESOLUTION NO. 01-59 SETTING THE HEARING DATE ON PROPOSED ASSESSMENT TO IVY LANE/IVY TRAIL FOR NOVEMBER 1, 2001 AT 8:30 P.M. AT CITY HALL. MOTION CARRIED WITH ALL AYES.
- y. Gale Lane – MOTION 010R-34-01 WAS MADE BY CHUCK MILLER AND SECONDED BY SANDY ELIASON TO APPROVE RESOLUTION NO. 01-60 SETTING THE HEARING DATE ON PROPOSED ASSESSMENT TO GALE LANE FOR NOVEMBER 3, 2001 AT 8:00 A.M. AT CITY HALL. MOTION CARRIED WITH ALL AYES.
- z. First Street/Second Street/Second Avenue – MOTION 010R-35-01 WAS MADE BY CHUCK MILLER AND SECONDED BY IRENE SCHULTZ TO APPROVE RESOLUTION NO. 01-61 SETTING THE HEARING DATE ON PROPOSED ASSESSMENT TO FIRST STREET/SECOND STREET/SECOND AVENUE FOR NOVEMBER 3, 2001 AT 8:30 A.M. AT CITY HALL. MOTION CARRIED WITH ALL AYES.
- aa. Pinedale Street – MOTION 010R-36-01 WAS MADE BY CHUCK MILLER AND SECONDED BY IRENE SCHULTZ TO APPROVE RESOLUTION NO. 01-62 SETTING THE HEARING DATE ON PROPOSED ASSESSMENT TO PINEDALE STREET FOR NOVEMBER 3, 2001 AT 9:00 A.M. AT CITY HALL. MOTION CARRIED WITH ALL AYES.

- bb. Manhattan Drive – MOTION 010R-37-01 WAS MADE BY CHUCK MILLER AND SECONDED BY IRENE SCHULTZ TO APPROVE RESOLUTION NO. 01-63 SETTING THE HEARING DATE ON PROPOSED ASSESSMENT TO MANHATTAN DRIVE FOR NOVEMBER 3, 2001 AT 9:30 A.M. AT CITY HALL. MOTION CARRIED WITH ALL AYES.
- cc. Eagle Street – MOTION 010R-38-01 WAS MADE BY CHUCK MILLER AND SECONDED BY IRENE SCHULTZ TO APPROVE RESOLUTION NO. 01-64 SETTING THE HEARING DATE ON PROPOSED ASSESSMENT TO EAGLE STREET FOR NOVEMBER 3, 2001 AT 10:00 A.M. AT CITY HALL. MOTION CARRIED WITH ALL AYES.
- dd. Anchor Point Trail – MOTION 010R-39-01 WAS MADE BY CHUCK MILLER AND SECONDED BY IRENE SCHULTZ TO APPROVE RESOLUTION NO. 01-65 SETTING THE HEARING DATE ON PROPOSED ASSESSMENT FOR ANCHOR POINT TRAIL FOR NOVEMBER 3, 2001 AT 10:30 A.M. AT CITY HALL. MOTION CARRIED WITH ALL AYES.
- ee. Cool Haven Lane - MOTION 010R-40-01 WAS MADE BY CHUCK MILLER AND SECONDED BY IRENE SCHULTZ TO APPROVE RESOLUTION NO. 01-66 SETTING THE HEARING DATE ON PROPOSED ASSESSMENT FOR COOL HAVEN LANE FOR NOVEMBER 3, 2001 AT 11:00 AM. AT CITY HALL. MOTION CARRIED WITH ALL AYES.
- ff. Ginseng Patch/Twin Bay Drive/Anchor Point Road – MOTION 010R-41-01 WAS MADE BY CHUCK MILLER AND SECONDED BY SANDY ELIASON TO APPROVE RESOLUTION NO. 01-67 SETTING THE HEARING DATE ON PROPOSED ASSESSMENT FOR GINSENG PATCH ROAD/TWIN BAY DRIVE AND ANCHOR POINT ROAD FOR NOVEMBER 3, 2001 AT 11:30 A.M. AT CITY HALL. MOTION CARRIED WITH ALL AYES.

8. PLANNING AND ZONING –

- a. Community Development Director Paul Larson stated that 76 permits were issued in September for a valuation of \$1,754,710. This brings the year-to-date valuation to \$13,104,955.
- b. The minutes of the August 17, 2001 Public Hearing and Planning and Zoning Commission Meeting were included for Council information.
- c. Jacob's Holding Metes and Bounds Subdivision Park Dedication – At a meeting held on September 21, 2001, the Planning and Zoning Commission approved a metes and bounds subdivision

for Jacob Holdings of Crosslake LLC. The land area of the subject property is 5 acres. The City requires dedication of parkland or cash in lieu of land for all land subdivisions in an amount equal to 10% of the current assessed value of the land. According to the Crow Wing County Auditor, the estimated market value of the subject property is \$552,300. Ten percent of this amount is \$55,230. The applicant is requesting a reduction in the requested fee since Tract A is already developed and has a house situated on the property. Ten percent of the market value of Tract B and Tract C would be \$22,840. MOTION 010R-42-01 WAS MADE BY IRENE SCHULTZ AND SECONDED BY SANDY ELIASON TO APPROVE THE RECOMMENDATION OF THE PLANNING AND ZONING COMMISSION AND PARK AND RECREATION DEPARTMENT THAT CASH IN LIEU OF LAND BE COLLECTED FOR PARK DEDICATION IN THE AMOUNT OF \$22,840 FOR TRACT B AND TRACT C FOR METES AND BOUNDS SUBDIVISION 01-08. Councilmember Swanson inquired whether the City has had a situation previously where one of the tracts is omitted from the calculation when paying park dedication fees. Community Development Director Paul Larson stated that the City has not previously omitted a parcel on a metes and bounds subdivision. Councilmember Miller stated that he could see deducting the value of the home but not the land. Discussion ensued regarding whether the market value of Tract A should be excluded from park dedication fees. Ted Pederson, representing the applicant, addressed the Council. He used an example of a neighbor purchasing an additional piece of property from an adjacent neighbor who has developed the property and has a home situated on a portion of the property. In this example, the City would not require park dedication fees on the property owned by the neighbor who was selling a portion to his neighbor. City Attorney Paul Sandelin stated that in order to use different rules for metes and bounds subdivisions, the Ordinance would need to be amended. City Attorney Sandelin stated that the Council could table the issue upon consent of the applicant. Ted Pederson, acting on behalf of the applicant, agreed to an extension in order to allow time to amend the Ordinance. MOTION FAILED.

MOTION 010R-43-01 WAS MADE BY CHUCK MILLER AND SECONDED BY IRENE SCHULTZ TO TABLE THE JACOB'S HOLDING METES AND BOUNDS SUBDIVISION PARK DEDICATION ISSUE. MOTION CARRIED WITH ALL AYES. The Planning and Zoning Commission will review

the issue at their next public hearing and make a recommendation to the City Council.

- d. Kaiser Metes and Bounds Subdivison Park Dedication – At a meeting held on September 21, 2001, the Planning and Zoning Commission approved a Metes and Bounds Subdivision creating two new lots for Thomas Kaiser. The land area of the subject property is 2.9 acres. Park Dedication requires the developer of a subdivision to dedicate 10% of his usable land to the public for park purposes or, at the option of the City Council, pay the City an amount equal to 10% of the current assessed value of the land prior to development. According to the Crow Wing County Auditor the 2001 estimated market value of the subject property is \$6000. Ten percent of this estimated market value is \$600. Since the minimum park dedication fee per lot is \$500, staff recommends that a total park dedication fee of \$1000 be paid for this land subdivision. Park and Recreation Director Jon Henke concurs that cash in lieu of land be collected for park dedication. MOTION 010R-44-01 WAS MADE BY IRENE SCHULTZ AND SECONDED BY SANDY ELIASON TO APPROVE THE RECOMMENDATION OF THE PLANNING AND ZONING COMMISSION AND PARK AND RECREATION DEPARTMENT TO COLLECT \$1000 IN PARK DEDICATION FEE FOR THE KAISER METES AND BOUNDS SUBDIVISION 01-09. MOTION CARRIED WITH ALL AYES.
- e. Zoning Map Amendment 01-12, (0) Open District to (R-3) Medium Density Residential - Jon Otterlei requested a rezoning of two islands located in the southern portion of Rush Lake from Open (O) zoning district to Medium-Density Residential (R-3). The Planning and Zoning Commission tabled the item at their August 17, 2001 meeting to the September 21, 2001 meeting for the submittal of additional information on possible Native American artifacts onsite. The Planning and Zoning Staff contacted the State Historical Preservation Office (SHPO) for guidance on the standards and procedure for requesting a Phase I Archeological Survey. The State Office stated that a Phase I survey is not required for this type of rezoning request, however, they would recommend that one is done whenever concern for historic sites are an issue. SHPO also pointed out that such a survey would be entirely up to the City. On September 21, 2001 the Planning and Zoning Commission recommended approval of Ordinance Map Amendment 01-12 to the City Council as long as a Phase I Archeology Survey was conducted as part of the application. Staff visited with the archeologist conducting the archeological study on Tuesday, October 2, 2001. The findings

were limited to small stone shards from tool-making activity, pottery fragments and other traces of early inhabitant activity. A complete report was provided to the Council during the meeting. Mayor Swanson commented that he felt it would be in the common good of the community to preserve the open space. He further stated that the islands are located in an area where the DNR has preserved other land. Councilmember Miller stated that emergency services from the fire department or ambulance personnel would be non-existent to this area. Councilmember Eliason felt the rezoning would create additional erosion problems. *See Motion on Page 14 of minutes.*

- f. Zoning Map Amendment 01-14, R-4 Urban Residential to LC, Limited Commercial, Evangelical Free Church - The applicant is requesting a zoning change in order to use the property as a commercial use. This property was zoned commercial in 1971 and remained so until May 10, 1999 when it was rezoned to R-4, Urban Residential. Properties in the immediate vicinity of the subject property are used for residential and light commercial purposes so the zoning change would not constitute spot zoning. The Planning and Zoning Staff recommended approval of the application to the Planning and Zoning Commission. At their meeting of September 19, 2001, the Commission recommended City Council approval of the rezoning request. MOTION 010R-45-01 WAS MADE BY DEAN SWANSON AND SECONDED BY CHUCK MILLER TO APPROVE THE REZONING REQUEST FROM R-4, URBAN RESIDENTIAL TO LC, LIMITED COMMERCIAL FOR CROSSLAKE EVANGELICAL FREE CHURCH. MOTION CARRIED WITH ALL AYES.
- g. Ordinance Amendment 01-15, Sanitary Standards – The proposed Ordinance amendment changes verbiage whereas the Planning and Zoning Department is not required to issue a permit to a septic contractor who has an outstanding violation or notice of non-compliance with the City. The Planning and Zoning Commission reviewed this change and recommends approval by the City Council. MOTION 010R-46-01 WAS MADE BY IRENE SCHULTZ AND SECONDED BY CHUCK MILLER TO APPROVE ORDINANCE AMENDMENT NO. 148 RELATING TO PERMITS FOR SEPTIC SYSTEMS AND TO PUBLISH A SUMMARY OF THE ORDINANCE AMENDMENT. MOTION CARRIED WITH ALL AYES.
- h. E-911 Address & Sign Coordination with Crow Wing County – The process for acquiring property addresses and installing signs is currently somewhat cumbersome with the involvement of the Planning and Zoning Staff, Public Works Staff and staff from the Crow Wing County Surveyor's Office. It was the

recommendation of City staff, that the process be taken over in its entirety by Crow Wing County. MOTION 010R-47-01 WAS MADE BY IRENE SCHULTZ AND SECONDED BY SANDY ELIASON TO AUTHORIZE CITY STAFF SENDING A FORMAL REQUEST LETTER TO THE COUNTY ASKING THAT THE E-911 ADDRESSING PROCESS BE TAKEN OVER ENTIRELY BY THE COUNTY. Discussion ensued regarding whether the County would follow the City's Addressing Ordinance, how reactive the County would be to concerns by residents, and what the rules of engagement would be. MOTION FAILED WITH FIVE NAY VOTES. MOTION 010R-48-01 WAS MADE BY DEAN SWANSON AND SECONDED BY IRENE SCHULTZ TO AUTHORIZE THE PLANNING AND ZONING STAFF TO MAKE AN INQUIRY OF CROW WING COUNTY REGARDING THE E-911 ADDRESSING PROCESS AND TO COME BACK TO THE COUNCIL WITH DETAILS. MOTION CARRIED WITH ALL AYES.

- i. The Planning and Zoning Commission and the Long Range Capital Planning Commission recommend that the City's Comprehensive Plan be updated and that the City participate in the Initiative Foundation's Healthy Community Partnership Program. MOTION 010R-49-01 WAS MADE BY SANDY ELIASON AND SECONDED BY CHUCK MILLER TO DIRECT STAFF TO UPDATE THE COMPREHENSIVE PLAN IN 2002. MOTION CARRIED WITH ALL AYES.

MOTION 010R-50-01 WAS MADE BY SANDY ELIASON AND SECONDED BY CHUCK MILLER TO APPROVE RESOLUTION 01-68 TO APPLY FOR A GRANT FROM THE INITIATIVE FOUNDATION'S COMMUNITY PARTNERSHIP PROGRAM. MOTION CARRIED WITH ALL AYES.

- j. Letter dated August 14, 2001 from Thomas R. Geck & Associates regarding application for road vacation for the service road in M&D Addition was included for Council information only. It was noted that a Quit Claim was prepared by the City giving the frontage road area back to the property owners.

MOTION 010R-50-01 WAS MADE BY CHUCK MILLER AND SECONDED BY SANDY ELIASON TO DENY ORDINANCE MAP AMENDMENT 01-12 FOR JON OTTERLEI WHICH WOULD REZONE THE APPLICANT'S ISLAND PROPERTY FROM OPEN TO MEDIUM DENSITY RESIDENTIAL. MOTION CARRIED WITH ALL AYES.

9. LONG RANGE CAPITAL PLANNING COMMISSION – The minutes of the July 1, 2001 Long Range Capital Planning Commission were included for Council information. Approval was requested to appoint Terry Curtis as an alternate member of the Commission. MOTION 010R-50-01 WAS MADE BY IRENE SCHULTZ AND SECONDED BY SANDY ELIASON TO APPOINT TERRY CURTIS AS AN ALTERNATE MEMBER OF THE LONG RANGE CAPITAL PLANNING COMMISSION. MOTION CARRIED WITH ALL AYES.
10. SEWER COMMITTEE – The minutes of the September 5, 2001 meeting were included for Council information. At a Sewer Committee Meeting held on October 4, 2001, the Sewer Committee discussed the recommendation of the State Historic Preservation Office that a Phase I Archeological Survey be completed on the proposed sewer project. The Committee reviewed three quotes, which were received from Loucks Associates, Foth and Van Dyke and Summit Envirosolutions. A motion was approved to recommend to the City Council that Loucks Associates be hired at a cost not to exceed \$6500. MOTION 010R-51-01 WAS MADE BY DEAN SWANSON AND SECONDED BY CHUCK MILLER TO AUTHORIZE THE HIRING OF LOUCKS ASSOCIATES TO COMPLETE THE PHASE 1 ARCHEOLOGICAL SURVEY AT A COST NOT TO EXCEED \$6500. MOTION CARRIED WITH ALL AYES. A memo dated October 3, 2001 from Widseth Smith Nolting requested an increase in the engineering budget. The \$40,000 increase is being requested due to the expanded sewer area, the increased work in obtaining required easements and the additional work required to upgrade affected roads within the project area to current City road standards. MOTION 010R-52-01 WAS MADE BY DEAN SWANSON AND SECONDED BY SANDY ELIASON TO APPROVE THE INCREASE IN THE CONTRACT BETWEEN THE CITY AND WSN BY \$40,000. There was some discussion regarding which roads would require upgrading. Riverwood Drive needs to be upgraded to commercial standards and East Shore Road needs to be widened and have drainage issues corrected. The \$40,000 increase requested includes \$20,000 for easements and surveys, \$15,000 for construction staking, \$10,000 for soil borings, \$3,000 for record drawings and \$2,000 for O&M manuals. MOTION CARRIED WITH ALL AYES. After reviewing the proposed sewer ordinance at a hearing held on September 10, 2001, MOTION 010R-53-01 WAS MADE BY DEAN SWANSON AND SECONDED BY IRENE SCHULTZ TO APPROVE CHAPTER 11 OF THE CITY CODE ESTABLISHING SANITARY SEWER REGULATIONS AND TO PUBLISH A SUMMARY OF THE ORDINANCE. MOTION CARRIED WITH ALL AYES.
11. PERSONNEL COMMITTEE – At a meeting held on October 4, 2001, several personnel issues were submitted to the City Council for approval.

- a. MOTION 010R-54-01 WAS MADE BY SANDY ELIASON AND SECONDED BY CHUCK MILLER TO APPROVE REMOVING PARK AND RECREATION ASSISTANT JANE MONSON FROM PROBATIONARY STATUS AND BE GRANTED PERMANENT FULL TIME STATUS EFFECTIVE OCTOBER 7, 2001. MOTION CARRIED WITH ALL AYES.
- b. MOTION 010R-55-01 WAS MADE BY SANDY ELIASON AND SECONDED BY DEAN SWANSON TO APPROVE REMOVING TED STRAND FROM PROBATIONARY STATUS AND BE GRANTED PERMANENT FULL TIME STATUS EFFECTIVE OCTOBER 7, 2001 WITH A SALARY INCREASE FROM \$44,000 PER YEAR TO \$46,500 PER YEAR TO REMAIN IN EFFECT THROUGH DECEMBER 31, 2002. MOTION CARRIED WITH ALL AYES.
- c. MOTION 010R-56-01 WAS MADE BY SANDY ELIASON AND SECONDED BY DEAN SWANSON TO APPROVE THE HIRING OF CHARLENE NELSON TO FILL THE CLERICAL/RECEPTIONIST POSITION ON STEP 2 OF THE UNION SALARY SCHEDULE AT \$8.69 PER HOUR EFFECTIVE OCTOBER 22, 2001 AND THAT ALL OTHER BENEFITS BE IN EFFECT. MOTION CARRIED WITH COUNCILMEMBER MILLER ABSTAINING FROM THE VOTE.
- d. MOTION 010R-57-01 WAS MADE BY CHUCK MILLER AND SECONDED BY DEAN SWANSON TO APPROVE THE PROMOTION OF LARRY EVENSON INTO WAGE GROUP V PER THE IBEW UNION CONTRACT AS A COMBINATION TECHNICIAN WITH A PAY RATE INCREASE FROM \$18.18 PER HOUR TO \$19.94 PER HOUR. MOTION CARRIED WITH ALL AYES.
- e. MOTION 010R-58-01 WAS MADE BY DEAN SWANSON AND SECONDED BY CHUCK MILLER TO APPROVE THE PROMOTION OF BILL GORDON TO SENIOR CATV HEAD END TECHNICIAN AND PLACED IN WAGE GROUP VI PER THE IBEW UNION CONTRACT WITH A PAY INCREASE FROM \$19.94 PER HOUR TO \$21.89 PER HOUR. MOTION CARRIED WITH ALL AYES.
- f. MOTION 010R-59-01 WAS MADE BY IRENE SCHULTZ AND SECONDED BY DEAN SWANSON TO APPROVE A NEW JOB DESCRIPTION FOR A CABLE TELEVISION TECHNICIAN FOR THE OUTSIDE PLANT WHO WILL REPORT TO THE OPERATIONS MANAGER WITH 206 COMPARABLE WORTH POINTS ASSIGNED. MOTION CARRIED WITH ALL AYES.
- g. MOTION 010R-60-01 WAS MADE BY DEAN SWANSON AND SECONDED BY SANDY ELIASON TO AUTHORIZE



PROCEEDING WITH THE HIRING OF AN INDIVIDUAL TO  
FILL THE POSITION OF CABLE TELEVISION  
TECHNICIAN. MOTION CARRIED WITH ALL AYES.

12. RECYCLING – Councilmember Miller reported that a total of 21,44 tons of recyclables were collected in September bringing the year-to-date total to 155.55 tons.
13. CENTENNIAL COMMITTEE UPDATE – Councilmember Schultz reported on the plans being made for the Centennial Celebration that will be held in 2003. On March 3, 2003, a Special Council Meeting is planned to be held at the Old Town Hall at the site of the Historical Society Town Hall.

**G. OLD BUSINESS – None**

**H. NEW BUSINESS – None**

**I. PUBLIC FORUM – None**

**J. ADJOURN – MOTION 010R-61-01 WAS MADE BY CHUCK MILLER AND SECONDED BY DEAN SWANSON TO ADJOURN THIS REGULAR COUNCIL MEETING AT 10:24 P.M. MOTION CARRIED WITH ALL AYES.**

Recorded and transcribed by,



Darlene J. Roach  
Clerk/Treasurer

REGULAR COUNCIL MEETING – October 8, 2001 (shared)

RESOLUTION 01- 40

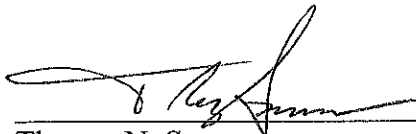
RESOLUTION DECLARING COST TO BE ASSESSED, AND ORDERING  
PREPARATION OF PROPOSED ASSESSMENT

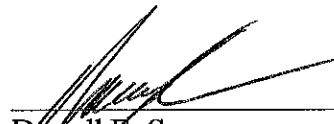
WHEREAS, a contract has been let (costs have been determined) for the improvement of White Oak Drive from the intersection of Urban Point Road to the intersection of CSAH 103 by constructing street and drainage improvements and the contract price for making such improvement is \$27,088.84, and the expenses incurred or to be incurred in the making of such improvement amount to \$19,042.10 so that the total cost of the improvement will be \$46,130.94.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE MINNESOTA:

1. The portion of the cost of such improvement to be paid by the City is hereby declared to be \$23,065.47 and the portion of the cost to be assessed against benefited property owners is declared to be \$23,065.47.
2. Assessments shall be payable in equal annual installments extending over a period of 10 years, the first of the installments to be payable on or before the first Monday in January 2002, and shall bear interest at the rate of 6.25 percent per annum from the date of adoption of the assessment resolution.
3. The City Administrator, with the assistance of the City Engineer, shall forthwith calculate the proper amount to be specially assessed for such improvements against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he shall file a copy of such proposed assessment in his office for public inspection.
4. The Administrator shall upon the completion of such proposed assessment, notify the Council thereof.

Adopted by the Council this 8<sup>th</sup> day of October, 2001.

  
\_\_\_\_\_  
Thomas N. Swenson  
City Administrator

  
\_\_\_\_\_  
Darrell E. Swanson  
Mayor

RESOLUTION 01 - 41


RESOLUTION DECLARING COST TO BE ASSESSED, AND ORDERING  
PREPARATION OF PROPOSED ASSESSMENT

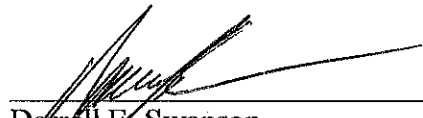
WHEREAS, a contract has been let (costs have been determined) for the improvement of Rush Lane from the intersection of Anchor Point Road to the end of the road by constructing street and drainage improvements and the contract price for making such improvement is \$7,116.66, and the expenses incurred or to be incurred in the making of such improvement amount to \$7,777.75 so that the total cost of the improvement will be \$14,894.41.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE MINNESOTA:

1. The portion of the cost of such improvement to be paid by the City is hereby declared to be \$7,447.21 and the portion of the cost to be assessed against benefited property owners is declared to be \$7,447.20.
2. Assessments shall be payable in equal annual installments extending over a period of 10 years, the first of the installments to be payable on or before the first Monday in January 2002, and shall bear interest at the rate of 6.25 percent per annum from the date of adoption of the assessment resolution.
3. The City Administrator, with the assistance of the City Engineer, shall forthwith calculate the proper amount to be specially assessed for such improvements against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he shall file a copy of such proposed assessment in his office for public inspection.
4. The Administrator shall upon the completion of such proposed assessment, notify the Council thereof.

Adopted by the Council this 8<sup>th</sup> day of October, 2001.

  
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Thomas N. Swenson  
City Administrator

  
\_\_\_\_\_  
Darrell E. Swanson  
Mayor

RESOLUTION 01 - 42

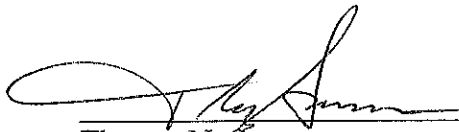
RESOLUTION DECLARING COST TO BE ASSESSED, AND ORDERING  
PREPARATION OF PROPOSED ASSESSMENT

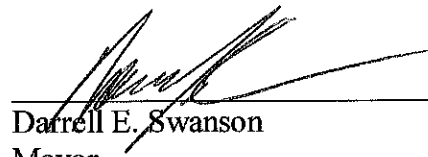
WHEREAS, a contract has been let (costs have been determined) for the improvement of Summit Avenue from the intersection of Whitefish Avenue, north, to the intersection of Shadywood Street by constructing street and drainage improvements and the contract price for making such improvement is \$15,847.26, and the expenses incurred or to be incurred in the making of such improvement amount to \$12,601.47 so that the total cost of the improvement will be \$28,448.73.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE MINNESOTA:

1. The portion of the cost of such improvement to be paid by the City is hereby declared to be \$14,224.37 and the portion of the cost to be assessed against benefited property owners is declared to be \$14,224.36.
2. Assessments shall be payable in equal annual installments extending over a period of 10 years, the first of the installments to be payable on or before the first Monday in January 2002, and shall bear interest at the rate of 6.25 percent per annum from the date of adoption of the assessment resolution.
3. The City Administrator, with the assistance of the City Engineer, shall forthwith calculate the proper amount to be specially assessed for such improvements against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he shall file a copy of such proposed assessment in his office for public inspection.
4. The Administrator shall upon the completion of such proposed assessment, notify the Council thereof.

Adopted by the Council this 8<sup>th</sup> day of October, 2001.

  
\_\_\_\_\_  
Thomas N. Swenson  
City Administrator

  
\_\_\_\_\_  
Darrell E. Swanson  
Mayor

RESOLUTION 01- 43

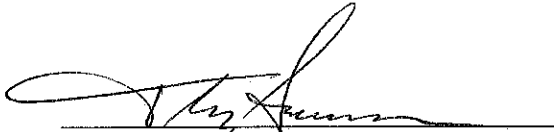
RESOLUTION DECLARING COST TO BE ASSESSED, AND ORDERING  
PREPARATION OF PROPOSED ASSESSMENT

WHEREAS, a contract has been let (costs have been determined) for the improvement of Anderson Court from the intersection of CSAH 103, north, to the end of the cul-de-sac by constructing street and drainage improvements and the contract price for making such improvement is \$16,546.54, and the expenses incurred or to be incurred in the making of such improvement amount to \$13,922.95 so that the total cost of the improvement will be \$30,469.49.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE MINNESOTA:

1. The portion of the cost of such improvement to be paid by the City is hereby declared to be \$15,234.75 and the portion of the cost to be assessed against benefited property owners is declared to be \$15,234.74.
2. Assessments shall be payable in equal annual installments extending over a period of 10 years, the first of the installments to be payable on or before the first Monday in January 2002, and shall bear interest at the rate of 6.25 percent per annum from the date of adoption of the assessment resolution.
3. The City Administrator, with the assistance of the City Engineer, shall forthwith calculate the proper amount to be specially assessed for such improvements against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he shall file a copy of such proposed assessment in his office for public inspection.
4. The Administrator shall upon the completion of such proposed assessment, notify the Council thereof.

Adopted by the Council this 8<sup>th</sup> day of October, 2001.



Thomas N. Swenson  
City Administrator



Darrell E. Swanson  
Mayor

RESOLUTION 01- 44

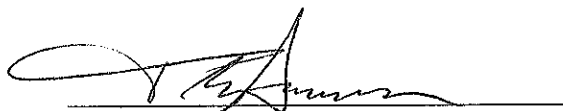
RESOLUTION DECLARING COST TO BE ASSESSED, AND ORDERING  
PREPARATION OF PROPOSED ASSESSMENT

WHEREAS, a contract has been let (costs have been determined) for the improvement of Red Oak Circle from the intersection of Happy Landing Road to the end of the cul-de-sac by constructing street and drainage improvements and the contract price for making such improvement is \$11,977.67, and the expenses incurred or to be incurred in the making of such improvement amount to \$10,373.04 so that the total cost of the improvement will be \$22,350.71.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE MINNESOTA:

1. The portion of the cost of such improvement to be paid by the City is hereby declared to be \$11,175.36 and the portion of the cost to be assessed against benefited property owners is declared to be \$11,175.35.
2. Assessments shall be payable in equal annual installments extending over a period of 10 years, the first of the installments to be payable on or before the first Monday in January 2002, and shall bear interest at the rate of 6.25 percent per annum from the date of adoption of the assessment resolution.
3. The City Administrator, with the assistance of the City Engineer, shall forthwith calculate the proper amount to be specially assessed for such improvements against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he shall file a copy of such proposed assessment in his office for public inspection.
4. The Administrator shall upon the completion of such proposed assessment, notify the Council thereof.

Adopted by the Council this 8<sup>th</sup> day of October, 2001.



Thomas N. Swenson  
City Administrator



Darrell E. Swanson  
Mayor

RESOLUTION 01 - 45

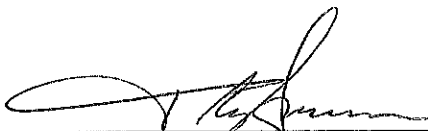
RESOLUTION DECLARING COST TO BE ASSESSED, AND ORDERING  
PREPARATION OF PROPOSED ASSESSMENT

WHEREAS, a contract has been let (costs have been determined) for the improvement of the entire length of Ivy Lane and Ivy Trail from the intersection of Ivy Lane to the end of the road by constructing street and drainage improvements and the contract price for making such improvement is 19,050.41, and the expenses incurred or to be incurred in the making of such improvement amount to \$15,447.48 so that the total cost of the improvement will be \$34,497.89.


NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE MINNESOTA:

1. The portion of the cost of such improvement to be paid by the City is hereby declared to be \$17,248.95 and the portion of the cost to be assessed against benefited property owners is declared to be \$17,248.94.
2. Assessments shall be payable in equal annual installments extending over a period of 10 years, the first of the installments to be payable on or before the first Monday in January 2002, and shall bear interest at the rate of 6.25 percent per annum from the date of adoption of the assessment resolution.
3. The City Administrator, with the assistance of the City Engineer, shall forthwith calculate the proper amount to be specially assessed for such improvements against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he shall file a copy of such proposed assessment in his office for public inspection.
4. The Administrator shall upon the completion of such proposed assessment, notify the Council thereof.

Adopted by the Council this 8<sup>th</sup> day of October, 2001.



Thomas N. Swenson  
City Administrator



Darrell E. Swanson  
Mayor

RESOLUTION 01 - 46

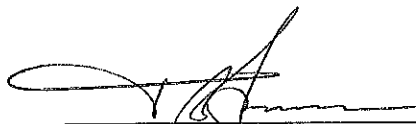
RESOLUTION DECLARING COST TO BE ASSESSED, AND ORDERING  
PREPARATION OF PROPOSED ASSESSMENT

WHEREAS, a contract has been let (costs have been determined) for the improvement of Gale Lane from the intersection of CSAH 16 to Lot 3, Perkins Ridge Plat by constructing street and drainage improvements and the contract price for making such improvement is \$6,987.57, and the expenses incurred or to be incurred in the making of such improvement amount to \$7,139.26 so that the total cost of the improvement will be \$14,126.83.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE MINNESOTA:

1. The portion of the cost of such improvement to be paid by the City is hereby declared to be \$5,316.52 and the portion of the cost to be assessed against benefited property owners is declared to be \$5,316.52 and the portion of the cost to be paid by Crow Wing County is \$3,493.79.
2. Assessments shall be payable in equal annual installments extending over a period of 10 years, the first of the installments to be payable on or before the first Monday in January 2002, and shall bear interest at the rate of 6.25 percent per annum from the date of adoption of the assessment resolution.
3. The City Administrator, with the assistance of the City Engineer, shall forthwith calculate the proper amount to be specially assessed for such improvements against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he shall file a copy of such proposed assessment in his office for public inspection.
4. The Administrator shall upon the completion of such proposed assessment, notify the Council thereof.

Adopted by the Council this 8<sup>th</sup> day of October, 2001.



Thomas N. Swenson  
City Administrator



Darrell E. Swanson  
Mayor



RESOLUTION 01 - 47

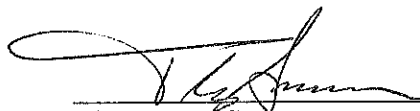
RESOLUTION DECLARING COST TO BE ASSESSED, AND ORDERING  
PREPARATION OF PROPOSED ASSESSMENT


WHEREAS, a contract has been let (costs have been determined) for the improvement of First Street from the intersection of CSAH 16 to the intersection of Second Avenue, Second Avenue from the intersection of First Street to the end of the road and Second Street from the intersection of First Street to the end of the road by constructing street and drainage improvements and the contract price for making such improvement is \$15,700.27, and the expenses incurred or to be incurred in the making of such improvement amount to \$13,478.34 so that the total cost of the improvement will be \$29,178.61.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE MINNESOTA:

1. The portion of the cost of such improvement to be paid by the City is hereby declared to be \$14,589.31 and the portion of the cost to be assessed against benefited property owners is declared to be \$14,589.30.
2. Assessments shall be payable in equal annual installments extending over a period of 10 years, the first of the installments to be payable on or before the first Monday in January 2002, and shall bear interest at the rate of 6.25 percent per annum from the date of adoption of the assessment resolution.
3. The City Administrator, with the assistance of the City Engineer, shall forthwith calculate the proper amount to be specially assessed for such improvements against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he shall file a copy of such proposed assessment in his office for public inspection.
4. The Administrator shall upon the completion of such proposed assessment, notify the Council thereof.

Adopted by the Council this 8<sup>th</sup> day of October, 2001.

  
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Thomas N. Swenson  
City Administrator

  
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Darrell E. Swanson  
Mayor

RESOLUTION 01 - 48

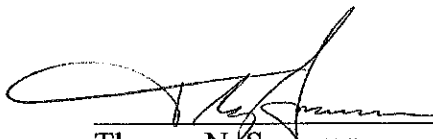
RESOLUTION DECLARING COST TO BE ASSESSED, AND ORDERING  
PREPARATION OF PROPOSED ASSESSMENT

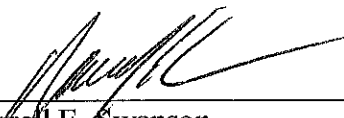
WHEREAS, a contract has been let (costs have been determined) for the improvement of Pinedale Street from the intersection of Manhattan Point Boulevard, East, approximately 300 feet by constructing street and drainage improvements and the contract price for making such improvement is \$5,382.37, and the expenses incurred or to be incurred in the making of such improvement amount to \$6,708.08 so that the total cost of the improvement will be \$12,090.45.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE MINNESOTA:

1. The portion of the cost of such improvement to be paid by the City is hereby declared to be \$6,045.23 and the portion of the cost to be assessed against benefited property owners is declared to be \$6,045.22.
2. Assessments shall be payable in equal annual installments extending over a period of 10 years, the first of the installments to be payable on or before the first Monday in January 2002, and shall bear interest at the rate of 6.25 percent per annum from the date of adoption of the assessment resolution.
3. The City Administrator, with the assistance of the City Engineer, shall forthwith calculate the proper amount to be specially assessed for such improvements against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he shall file a copy of such proposed assessment in his office for public inspection.
4. The Administrator shall upon the completion of such proposed assessment, notify the Council thereof.

Adopted by the Council this 8<sup>th</sup> day of October, 2001.

  
\_\_\_\_\_  
Thomas N. Swenson  
City Administrator

  
\_\_\_\_\_  
Darrell E. Swanson  
Mayor

RESOLUTION 01 - 49

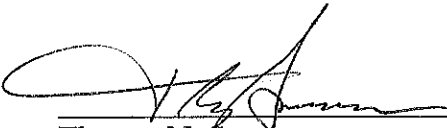
RESOLUTION DECLARING COST TO BE ASSESSED, AND ORDERING  
PREPARATION OF PROPOSED ASSESSMENT

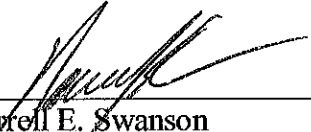
WHEREAS, a contract has been let (costs have been determined) for the improvement of Manhattan Drive from the intersection of Manhattan Point Boulevard to the end of the road by constructing street and drainage improvements and the contract price for making such improvement is \$5,066.88, and the expenses incurred or to be incurred in the making of such improvement amount to \$6,502.94 so that the total cost of the improvement will be \$11,569.82.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE MINNESOTA:

1. The portion of the cost of such improvement to be paid by the City is hereby declared to be \$5,784.91 and the portion of the cost to be assessed against benefited property owners is declared to be \$5,784.91.
2. Assessments shall be payable in equal annual installments extending over a period of 10 years, the first of the installments to be payable on or before the first Monday in January 2002, and shall bear interest at the rate of 6.25 percent per annum from the date of adoption of the assessment resolution.
3. The City Administrator, with the assistance of the City Engineer, shall forthwith calculate the proper amount to be specially assessed for such improvements against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he shall file a copy of such proposed assessment in his office for public inspection.
4. The Administrator shall upon the completion of such proposed assessment, notify the Council thereof.

Adopted by the Council this 8<sup>th</sup> day of October, 2001.

  
\_\_\_\_\_  
Thomas N. Swenson  
City Administrator

  
\_\_\_\_\_  
Darrell E. Swanson  
Mayor

RESOLUTION 01 - 50

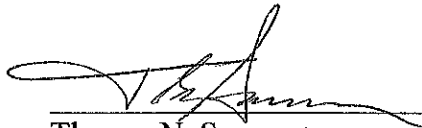
RESOLUTION DECLARING COST TO BE ASSESSED, AND ORDERING  
PREPARATION OF PROPOSED ASSESSMENT

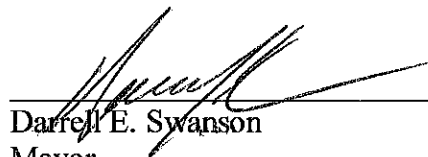
WHEREAS, a contract has been let (costs have been determined) for the improvement of Eagle Street from the intersection of CSAH 66 to the end of the road by constructing street and drainage improvements and the contract price for making such improvement is \$7,752.53, and the expenses incurred or to be incurred in the making of such improvement amount to \$8,100.55 so that the total cost of the improvement will be \$15,853.08.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE MINNESOTA:

1. The portion of the cost of such improvement to be paid by the City is hereby declared to be \$7,926.54 and the portion of the cost to be assessed against benefited property owners is declared to be \$7,926.54.
2. Assessments shall be payable in equal annual installments extending over a period of 10 years, the first of the installments to be payable on or before the first Monday in January 2002, and shall bear interest at the rate of 6.25 percent per annum from the date of adoption of the assessment resolution.
3. The City Administrator, with the assistance of the City Engineer, shall forthwith calculate the proper amount to be specially assessed for such improvements against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he shall file a copy of such proposed assessment in his office for public inspection.
4. The Administrator shall upon the completion of such proposed assessment, notify the Council thereof.

Adopted by the Council this 8<sup>th</sup> day of October, 2001.

  
\_\_\_\_\_  
Thomas N. Swenson  
City Administrator

  
\_\_\_\_\_  
Darrell E. Swanson  
Mayor

RESOLUTION 01 - 51

RESOLUTION DECLARING COST TO BE ASSESSED, AND ORDERING  
PREPARATION OF PROPOSED ASSESSMENT

WHEREAS, a contract has been let (costs have been determined) for the improvement of Anchor Point Trail from the intersection of Anchor Point Road to the end of the road by constructing street and drainage improvements and the contract price for making such improvement is \$14,044.70, and the expenses incurred or to be incurred in the making of such improvement amount to \$11,196.42 so that the total cost of the improvement will be \$25,241.12.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE MINNESOTA:

1. The portion of the cost of such improvement to be paid by the City is hereby declared to be \$12,620.56 and the portion of the cost to be assessed against benefited property owners is declared to be \$12,620.56.
2. Assessments shall be payable in equal annual installments extending over a period of 10 years, the first of the installments to be payable on or before the first Monday in January 2002, and shall bear interest at the rate of 6.25 percent per annum from the date of adoption of the assessment resolution.
3. The City Administrator, with the assistance of the City Engineer, shall forthwith calculate the proper amount to be specially assessed for such improvements against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he shall file a copy of such proposed assessment in his office for public inspection.
4. The Administrator shall upon the completion of such proposed assessment, notify the Council thereof.

Adopted by the Council this 8<sup>th</sup> day of October, 2001.



Thomas N. Swenson  
City Administrator



Darrell E. Swanson  
Mayor

RESOLUTION 01 -52

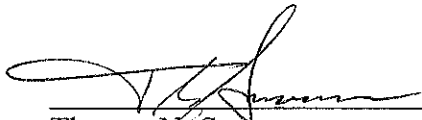
RESOLUTION DECLARING COST TO BE ASSESSED, AND ORDERING  
PREPARATION OF PROPOSED ASSESSMENT

WHEREAS, a contract has been let (costs have been determined) for the improvement of Cool Haven Lane from the intersection of South Landing, west, approximately 1400 feet lying within Government Lot 3 by constructing street and drainage improvements and the contract price for making such improvement is \$15,038.87, and the expenses incurred or to be incurred in the making of such improvement amount to \$12,937.39 so that the total cost of the improvement will be \$27,976.26.

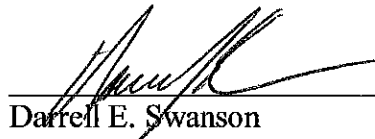
NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE MINNESOTA:

1. The portion of the cost of such improvement to be paid by the City is hereby declared to be \$13,988.13 and the portion of the cost to be assessed against benefited property owners is declared to be \$13,988.13.
2. Assessments shall be payable in equal annual installments extending over a period of 10 years, the first of the installments to be payable on or before the first Monday in January 2002, and shall bear interest at the rate of 6.25 percent per annum from the date of adoption of the assessment resolution.
3. The City Administrator, with the assistance of the City Engineer, shall forthwith calculate the proper amount to be specially assessed for such improvements against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he shall file a copy of such proposed assessment in his office for public inspection.
4. The Administrator shall upon the completion of such proposed assessment, notify the Council thereof.

Adopted by the Council this 8<sup>th</sup> day of October, 2001.



Thomas N. Swenson  
City Administrator



Darrell E. Swanson  
Mayor

RESOLUTION 01 – 53

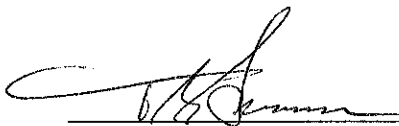
RESOLUTION DECLARING COST TO BE ASSESSED, AND ORDERING  
PREPARATION OF PROPOSED ASSESSMENT

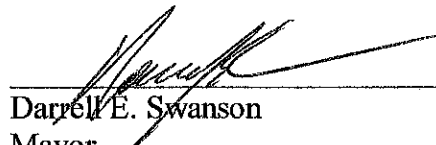
WHEREAS, a contract has been let (costs have been determined) for the improvement of Ginseng Patch Road from the intersection of Anchor Point Road to the beginning of Lot 20 Seekel Plat, all of Twin Bay Drive beginning at Ginseng Patch Road and Anchor Point Road beginning at the end of the current bituminous surface (approximately the NE corner of Lot 18, Anderson Twin Bay Shores Plat) to the end of the road by constructing street and drainage improvements and the contract price for making such improvement is \$42,583.78, and the expenses incurred or to be incurred in the making of such improvement amount to \$26,238.12 so that the total cost of the improvement will be \$68,821.90.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE MINNESOTA:

1. The portion of the cost of such improvement to be paid by the City is hereby declared to be \$34,410.95 and the portion of the cost to be assessed against benefited property owners is declared to be \$34,410.95.
2. Assessments shall be payable in equal annual installments extending over a period of 10 years, the first of the installments to be payable on or before the first Monday in January 2002, and shall bear interest at the rate of 6.25 percent per annum from the date of adoption of the assessment resolution.
3. The City Administrator, with the assistance of the City Engineer, shall forthwith calculate the proper amount to be specially assessed for such improvements against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he shall file a copy of such proposed assessment in his office for public inspection.
4. The Administrator shall upon the completion of such proposed assessment, notify the Council thereof.

Adopted by the Council this 8<sup>th</sup> day of October, 2001.

  
\_\_\_\_\_  
Thomas N. Swenson  
City Administrator

  
\_\_\_\_\_  
Darrell E. Swanson  
Mayor

RESOLUTION 01-54

RESOLUTION FOR HEARING ON PROPOSED ASSESSMENT

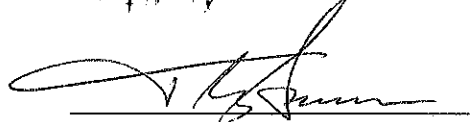
WHEREAS, by a resolution passed by the Council on October 8, 2001, the City Administrator was directed to prepare a proposed assessment of the cost of improving White Oak Drive from the intersection of Urban Point Road to the intersection of CSAH 103 by constructing street and drainage improvements.

AND WHEREAS, the City Administrator has notified the Council that such proposed assessment has been completed and filed in his office for public inspection.

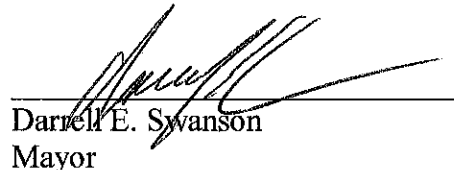
NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE, MINNESOTA:

1. A hearing shall be held on the 1<sup>st</sup> day of November, 2001 in the City Hall at 6:00 P.M. to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Administrator is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he shall state in the notice the total cost of the improvement. He shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearings.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Administrator, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. He/she may at any time thereafter, pay to the County Auditor the entire amount of the assessment remaining unpaid, with interest accrued to December 31st of the year in which such payment is made. Such payment must be made before November 15th or interest will be charged through December 31st of the succeeding year.

Adopted by the Council this 8<sup>th</sup> day of October, 2001



Thomas N. Swenson  
City Administrator



Darrell E. Swanson  
Mayor



RESOLUTION 01- 55

RESOLUTION FOR HEARING ON PROPOSED ASSESSMENT

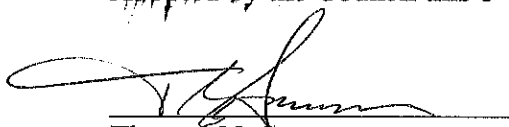
WHEREAS, by a resolution passed by the Council on October 8, 2001, the City Administrator was directed to prepare a proposed assessment of the cost of improving Rush Lane from the intersection of Anchor Point Road to the end of the road by constructing street and drainage improvements.


AND WHEREAS, the City Administrator has notified the Council that such proposed assessment has been completed and filed in his office for public inspection.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE, MINNESOTA:

1. A hearing shall be held on the 1<sup>st</sup> of November, 2001 in the City Hall at 6:30 P.M. to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Administrator is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he shall state in the notice the total cost of the improvement. He shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearings.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Administrator, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. He/she may at any time thereafter, pay to the County Auditor the entire amount of the assessment remaining unpaid, with interest accrued to December 31st of the year in which such payment is made. Such payment must be made before November 15th or interest will be charged through December 31st of the succeeding year.

Adopted by the Council this 8<sup>th</sup> day of October, 2001

  
Thomas N. Swenson  
City Administrator

  
Darrell E. Swanson  
Mayor

RESOLUTION 01- 56

RESOLUTION FOR HEARING ON PROPOSED ASSESSMENT

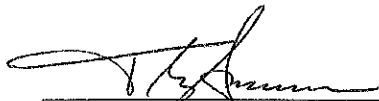
WHEREAS, by a resolution passed by the Council on October 8, 2001, the City Administrator was directed to prepare a proposed assessment of the cost of improving Summit Avenue from the intersection of Whitefish Avenue, north, to the intersection of Shadywood Street by constructing street and drainage improvements.

AND WHEREAS, the City Administrator has notified the Council that such proposed assessment has been completed and filed in his office for public inspection.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE, MINNESOTA:

1. A hearing shall be held on the 1<sup>st</sup> of November, 2001 in the City Hall at 7:00 P.M. to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Administrator is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he shall state in the notice the total cost of the improvement. He shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearings.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Administrator, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. He/she may at any time thereafter, pay to the County Auditor the entire amount of the assessment remaining unpaid, with interest accrued to December 31st of the year in which such payment is made. Such payment must be made before November 15th or interest will be charged through December 31st of the succeeding year.

Adopted by the Council this 8<sup>th</sup> day of October, 2001



Thomas N. Swenson  
City Administrator



Darrell E. Swanson  
Mayor

RESOLUTION 01-57

RESOLUTION FOR HEARING ON PROPOSED ASSESSMENT

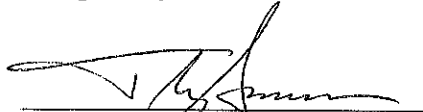
WHEREAS, by a resolution passed by the Council on October 8, 2001, the City Administrator was directed to prepare a proposed assessment of the cost of improving Anderson Court from the intersection of CSAH 103, north, to the end of the cul-de-sac by constructing street and drainage improvements.


AND WHEREAS, the City Administrator has notified the Council that such proposed assessment has been completed and filed in his office for public inspection.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE, MINNESOTA:

1. A hearing shall be held on the 1<sup>st</sup> of November, 2001 in the City Hall at 7:30 P.M. to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Administrator is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he shall state in the notice the total cost of the improvement. He shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearings.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Administrator, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. He/she may at any time thereafter, pay to the County Auditor the entire amount of the assessment remaining unpaid, with interest accrued to December 31st of the year in which such payment is made. Such payment must be made before November 15th or interest will be charged through December 31st of the succeeding year.

Adopted by the Council this 8<sup>th</sup> day of October, 2001

  
Thomas N. Swenson  
City Administrator

  
Darrell E. Swanson  
Mayor

RESOLUTION 01- 58

RESOLUTION FOR HEARING ON PROPOSED ASSESSMENT

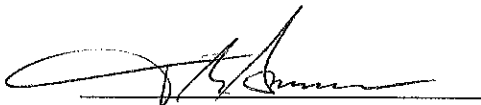
WHEREAS, by a resolution passed by the Council on October 8, 2001, the City Administrator was directed to prepare a proposed assessment of the cost of improving Red Oak Circle from the intersection of Happy Landing Road to the end of the cul-de-sac by constructing street and drainage improvements.

AND WHEREAS, the City Administrator has notified the Council that such proposed assessment has been completed and filed in his office for public inspection.

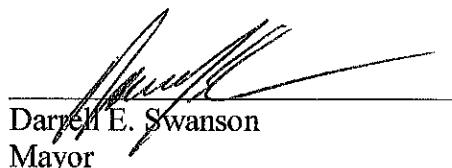
NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE, MINNESOTA:

1. A hearing shall be held on the 1<sup>st</sup> of November, 2001 in the City Hall at 8:00 P.M. to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Administrator is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he shall state in the notice the total cost of the improvement. He shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearings.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Administrator, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. He/she may at any time thereafter, pay to the County Auditor the entire amount of the assessment remaining unpaid, with interest accrued to December 31st of the year in which such payment is made. Such payment must be made before November 15th or interest will be charged through December 31st of the succeeding year.

Adopted by the Council this 8<sup>th</sup> day of October, 2001



Thomas N. Swenson  
City Administrator



Darrell E. Swanson  
Mayor

RESOLUTION 01- 59

RESOLUTION FOR HEARING ON PROPOSED ASSESSMENT

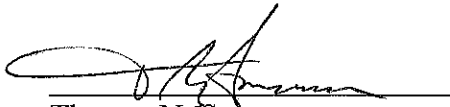
WHEREAS, by a resolution passed by the Council on October 8, 2001, the City Administrator was directed to prepare a proposed assessment of the cost of improving the entire length of Ivy Lane and Ivy Trail from the intersection of Ivy Lane to the end of the road by constructing street and drainage improvements.

AND WHEREAS, the City Administrator has notified the Council that such proposed assessment has been completed and filed in his office for public inspection.


NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE, MINNESOTA:

1. A hearing shall be held on the 1<sup>st</sup> of November, 2001 in the City Hall at 8:30 P.M. to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Administrator is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he shall state in the notice the total cost of the improvement. He shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearings.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Administrator, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. He/she may at any time thereafter, pay to the County Auditor the entire amount of the assessment remaining unpaid, with interest accrued to December 31st of the year in which such payment is made. Such payment must be made before November 15th or interest will be charged through December 31st of the succeeding year.

Adopted by the Council this 8<sup>th</sup> day of October, 2001



Thomas N. Swenson  
City Administrator



Darrell E. Swanson  
Mayor

RESOLUTION 01- 60

RESOLUTION FOR HEARING ON PROPOSED ASSESSMENT

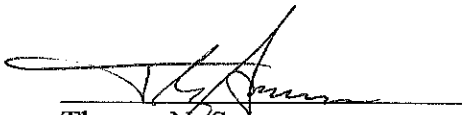
WHEREAS, by a resolution passed by the Council on October 8, 2001, the City Administrator was directed to prepare a proposed assessment of the cost of improving Gale Lane from the intersection of CSAH 16 to Lot 3, Perkins Ridge Plat by constructing street and drainage improvements.

AND WHEREAS, the City Administrator has notified the Council that such proposed assessment has been completed and filed in his office for public inspection.

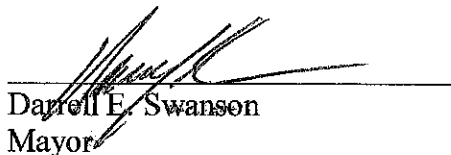
NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE, MINNESOTA:

1. A hearing shall be held on the 3<sup>rd</sup> of November, 2001 in the City Hall at 8:00 A.M. to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Administrator is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he shall state in the notice the total cost of the improvement. He shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearings.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Administrator, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. He/she may at any time thereafter, pay to the County Auditor the entire amount of the assessment remaining unpaid, with interest accrued to December 31st of the year in which such payment is made. Such payment must be made before November 15th or interest will be charged through December 31st of the succeeding year.

Adopted by the Council this 8<sup>th</sup> day of October, 2001



Thomas M. Swenson  
City Administrator



Darrell E. Swanson  
Mayor

RESOLUTION 01- 61

RESOLUTION FOR HEARING ON PROPOSED ASSESSMENT

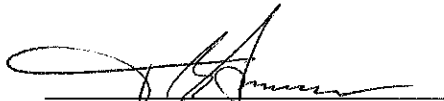
WHEREAS, by a resolution passed by the Council on October 8, 2001, the City Administrator was directed to prepare a proposed assessment of the cost of improving First Street from the intersection of CSAH 16 to the intersection of Second Avenue, Second Avenue from the intersection of First Street to the end of the road and Second Street from the intersection of First Street to the end of the road by constructing street and drainage improvements.


AND WHEREAS, the City Administrator has notified the Council that such proposed assessment has been completed and filed in his office for public inspection.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE, MINNESOTA:

1. A hearing shall be held on the 3<sup>rd</sup> of November, 2001 in the City Hall at 8:30 A.M. to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Administrator is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he shall state in the notice the total cost of the improvement. He shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearings.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Administrator, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. He/she may at any time thereafter, pay to the County Auditor the entire amount of the assessment remaining unpaid, with interest accrued to December 31st of the year in which such payment is made. Such payment must be made before November 15th or interest will be charged through December 31st of the succeeding year.

Adopted by the Council this 8<sup>th</sup> day of October, 2001

  
Thomas N. Swenson  
City Administrator

  
Darrell E. Swanson  
Mayor

RESOLUTION 01- 62

RESOLUTION FOR HEARING ON PROPOSED ASSESSMENT


WHEREAS, by a resolution passed by the Council on October 8, 2001, the City Administrator was directed to prepare a proposed assessment of the cost of improving Pinedale Street from the intersection of Manhattan Point Boulevard, East, approximately 300 feet by constructing street and drainage improvements.

AND WHEREAS, the City Administrator has notified the Council that such proposed assessment has been completed and filed in his office for public inspection.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE, MINNESOTA:

1. A hearing shall be held on the 3<sup>rd</sup> of November, 2001 in the City Hall at 9:00 A.M. to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Administrator is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he shall state in the notice the total cost of the improvement. He shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearings.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Administrator, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. He/she may at any time thereafter, pay to the County Auditor the entire amount of the assessment remaining unpaid, with interest accrued to December 31st of the year in which such payment is made. Such payment must be made before November 15th or interest will be charged through December 31st of the succeeding year.

Adopted by the Council this 8<sup>th</sup> day of October, 2001



Thomas N. Swenson  
City Administrator



Darrell E. Swanson  
Mayor



RESOLUTION 01-63

RESOLUTION FOR HEARING ON PROPOSED ASSESSMENT

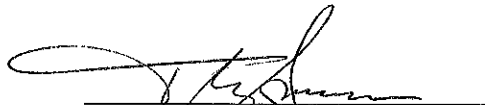
WHEREAS, by a resolution passed by the Council on October 8, 2001, the City Administrator was directed to prepare a proposed assessment of the cost of improving Manhattan Drive from the intersection of Manhattan Point Boulevard to the end of the road by constructing street and drainage improvements.

AND WHEREAS, the City Administrator has notified the Council that such proposed assessment has been completed and filed in his office for public inspection.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE, MINNESOTA:

1. A hearing shall be held on the 3<sup>rd</sup> of November, 2001 in the City Hall at 9:30 A.M. to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Administrator is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he shall state in the notice the total cost of the improvement. He shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearings.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Administrator, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. He/she may at any time thereafter, pay to the County Auditor the entire amount of the assessment remaining unpaid, with interest accrued to December 31st of the year in which such payment is made. Such payment must be made before November 15th or interest will be charged through December 31st of the succeeding year.

Adopted by the Council this 8<sup>th</sup> day of October, 2001



Thomas N. Swenson  
City Administrator



Darren E. Swanson  
Mayor

RESOLUTION 01- 64

RESOLUTION FOR HEARING ON PROPOSED ASSESSMENT

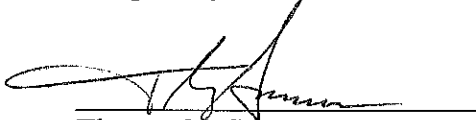
WHEREAS, by a resolution passed by the Council on October 8, 2001, the City Administrator was directed to prepare a proposed assessment of the cost of improving Eagle Street from the intersection of CSAH 66 to the end of the road by constructing street and drainage improvements.

AND WHEREAS, the City Administrator has notified the Council that such proposed assessment has been completed and filed in his office for public inspection.

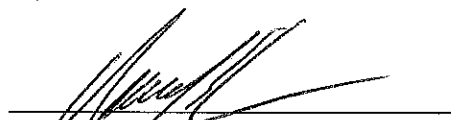
NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE, MINNESOTA:

1. A hearing shall be held on the 3<sup>rd</sup> of November, 2001 in the City Hall at 10:00 A.M. to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Administrator is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he shall state in the notice the total cost of the improvement. He shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearings.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Administrator, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. He/she may at any time thereafter, pay to the County Auditor the entire amount of the assessment remaining unpaid, with interest accrued to December 31st of the year in which such payment is made. Such payment must be made before November 15th or interest will be charged through December 31st of the succeeding year.

Adopted by the Council this 8<sup>th</sup> day of October, 2001



Thomas N. Swenson  
City Administrator



Darrell E. Swanson  
Mayor

RESOLUTION 01- 65.

RESOLUTION FOR HEARING ON PROPOSED ASSESSMENT

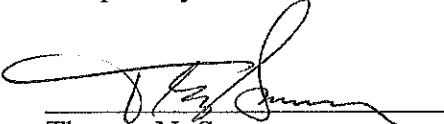
WHEREAS, by a resolution passed by the Council on October 8, 2001, the City Administrator was directed to prepare a proposed assessment of the cost of improving Anchor Point Trail from the intersection of Anchor Point Road to the end of the road by constructing street and drainage improvements.


AND WHEREAS, the City Administrator has notified the Council that such proposed assessment has been completed and filed in his office for public inspection.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE, MINNESOTA:

1. A hearing shall be held on the 3<sup>rd</sup> of November, 2001 in the City Hall at 10:30 A.M. to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Administrator is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he shall state in the notice the total cost of the improvement. He shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearings.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Administrator, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. He/she may at any time thereafter, pay to the County Auditor the entire amount of the assessment remaining unpaid, with interest accrued to December 31st of the year in which such payment is made. Such payment must be made before November 15th or interest will be charged through December 31st of the succeeding year.

Adopted by the Council this 8<sup>th</sup> day of October, 2001

  
Thomas N. Swenson  
City Administrator

  
Darrell E. Swanson  
Mayor

RESOLUTION 01- 66

RESOLUTION FOR HEARING ON PROPOSED ASSESSMENT

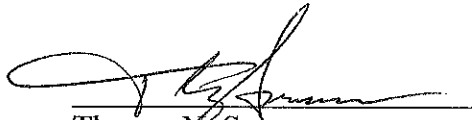
WHEREAS, by a resolution passed by the Council on October 8, 2001, the City Administrator was directed to prepare a proposed assessment of the cost of improving Cool Haven Lane from the intersection of South Landing, west, approximately 1400 feet lying within Government Lot 3 by constructing street and drainage improvements.


AND WHEREAS, the City Administrator has notified the Council that such proposed assessment has been completed and filed in his office for public inspection.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE, MINNESOTA:

1. A hearing shall be held on the 3<sup>rd</sup> of November, 2001 in the City Hall at 11:00 A.M. to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Administrator is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he shall state in the notice the total cost of the improvement. He shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearings.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Administrator, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. He/she may at any time thereafter, pay to the County Auditor the entire amount of the assessment remaining unpaid, with interest accrued to December 31st of the year in which such payment is made. Such payment must be made before November 15th or interest will be charged through December 31st of the succeeding year.

Adopted by the Council this 8<sup>th</sup> day of October, 2001

  
Thomas N. Swenson  
City Administrator

  
Darrell E. Swanson  
Mayor

RESOLUTION 01-67

RESOLUTION FOR HEARING ON PROPOSED ASSESSMENT

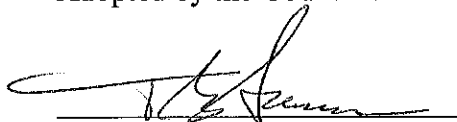
WHEREAS, by a resolution passed by the Council on October 8, 2001, the City Administrator was directed to prepare a proposed assessment of the cost of improving Ginseng Patch Road from the intersection of Anchor Point Road to the beginning of Lot 20 Seekel Plat, all of Twin Bay Drive beginning at Ginseng Patch Road and Anchor Point Road beginning at the end of the current bituminous surface (approximately the NE corner of Lot 18, Anderson Twin Bay Shores Plat) to the end of the road by constructing street and drainage improvements.


AND WHEREAS, the City Administrator has notified the Council that such proposed assessment has been completed and filed in his office for public inspection.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE, MINNESOTA:

1. A hearing shall be held on the 3<sup>rd</sup> of November, 2001 in the City Hall at 11:30 A.M. to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Administrator is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he shall state in the notice the total cost of the improvement. He shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearings.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Administrator, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. He/she may at any time thereafter, pay to the County Auditor the entire amount of the assessment remaining unpaid, with interest accrued to December 31st of the year in which such payment is made. Such payment must be made before November 15th or interest will be charged through December 31st of the succeeding year.

Adopted by the Council this 8<sup>th</sup> day of October, 2001

  
Thomas N. Swenson  
City Administrator

  
Darrell E. Swanson  
Mayor

**CITY OF CROSSLAKE  
STATE OF MINNESOTA  
COUNTY OF CROW WING  
RESOLUTION NO. 01-68**

**WHEREAS**, the City of Crosslake has a City Comprehensive Plan, adopted in 1996;

**WHEREAS**, the City of Crosslake is experiencing growth pressures for land development and an increased need to further plan for the future of the City;

**WHEREAS**, the City of Crosslake intends to update the City Comprehensive Plan in the year 2002;

**WHEREAS**, the Initiative Foundation has a grant program called the Healthy Communities Partnership (HCP) program which provides community development training, grant support, and technical assistance to strengthen the leadership capacity of communities to plan effectively for the future;

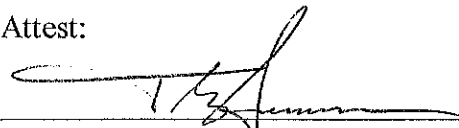
**BE IT RESOLVED** that City of Crosslake authorizes the application for the Healthy Communities Partnership (HCP) program which includes training sessions and a grant for up to \$10,000.

**BE IT FURTHER RESOLVED** that the City shall act as fiscal agent for the grant. The Mayor and the City Administrator are authorized to sign the Grant Agreement and all other related documents on behalf of the City.

**WHEREUPON** said resolution was declared to be passed and adopted by the City Council this 8th day of October 2001.

  
\_\_\_\_\_  
Mayor

Attest:

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

# **CROSSLAKE COMMUNITY CENTER POLICIES, FEE'S & RESERVATION FORM**



**The mission of the Crosslake Parks and Recreation Department is to provide recreational services that positively impact the health of our citizens, the environment, the economy and the quality of life in our community.**

## Community Center Usage Policies

Updated 9/01

Welcome to the Crosslake Parks and Recreation Department and the Crosslake Community Center. This center provides a central gathering place for the Community to participate in recreational and leisure-time pursuits. The Crosslake Community Center is available to the public for meetings, parties, and special events. Certain policies are needed to insure the proper use and control of the facility so that all people may equally enjoy it.

- A. The Crosslake community Center may be reserved in hour blocks. The hours may vary with the seasons. Please check with the Community Center regarding the exact hours of operation. An additional fee of \$20/hour is charged for events beginning or ending after the hours of operation.
- B. A cleaning/damage deposit ( \$50.00/meeting rooms, \$100.00/gym) is required by groups utilizing the facility. If the facility is left clean and in good condition, the deposit will be returned. If not, the group will be charged the actual cost of cleaning and/or forfeit their deposit. Deposits must be made with a separate check and can be picked up on the Tuesday following the event.
- C. Any request for special room arrangements will be charged a fee of \$20.00 per hour plus the regular rental fee.
- D. The Community Center or meeting rooms in the Community Center may not be reserved for more than 4 meetings per month by the same organization for the same basic purpose. Any organization wishing to reserve the center for set dates running throughout the calendar year must place in writing such requests (listing dates, times, group name, function of meeting, approximate attendance and the person responsible). This request must be sent to the Parks and Recreation Department on or before December 1<sup>st</sup> for the coming calendar year.
- E. Every group utilizing the facility must have competent adult leadership (and be at least 21 years of age). The individual signing the reservation form is considered responsible for the group's conduct while using the facility. Any special supervision needed shall be supplied by the applicant as requested by the City or the Parks and Recreation Department. However, the City and Parks and Recreation office reserves the right to assign a City supervisor and/or custodian when appropriate, the cost of which will be charged to the group using the facility.

### **Indemnification/Hold Harmless:**

To assure the City is indemnified and protected from liability claims that may arise out of activities sponsored by a third party, indemnification/hold harmless statements and or insurance certificates may be required, and if so, must be received from sponsors 30 days prior to the scheduled event.

#### **Indemnification and insurance is required of reservation groups if:**

- \*Groups will have special apparatus or equipment that presents an unusual risk.
- \*Groups are commercial endeavors for the sole benefit of the sponsor.
- \*Groups event is conducted by a third party sponsor and open for general public participation.



## CROSSLAKE COMMUNITY CENTER GYM/ROOM RENTAL POLICY

5/22/00 (Policy manual) Revised again 9/17/01

NOTE: WEIGHT ROOM WILL REMAIN OPEN DURING THE NORMAL CENTER HOURS.

1. Requests for the use of the CCC Gymnasium must be made at least 14 days in advance. Advanced reservations are encouraged for the meeting rooms but not required. All reservation forms, rental payment and deposits must be made at the time of the reservation.
2. Cancellations for the gym/meeting rooms must be made 7 days in advance of the scheduled date or the rental fee will be forfeited.
3. Cleaning/Damage deposit shall be in the amount of \$100.00 for all groups renting the gymnasium. Cleaning/Damage deposit for the meeting rooms will be in the amount \$50.00.
4. Notices will be posted in the Community Center 7 days in advance of any function reserving the gymnasium.
5. A clean up list will be provided for the party who has made the reservation. This list will be completed by the user and turned into the Community Center office before the group leaves the building. Groups that fail to clean up properly will lose their deposit. Groups that follow the rental agreement can pick up their deposit the Tuesday following the event or if the damage deposit is used the balance, if any, will be mailed out to the person who's name appears on the reservation form.
6. Groups that go past the reserved times will have the hourly charge taken out of their deposit. The charge will be the original per hour cost + \$20.00 for each additional hour of use.
7. The presence of alcoholic beverages is prohibited.
8. Children using the gymnasium/meeting rooms must have adult supervision at all times.
9. Set up and take down will be the responsibility of the reservation group unless it is requested by the staff of the CCC.  
Failure to put away all equipment will result in the loss of the damage/cleaning deposit. If a group chooses to have the Community Center staff provide set up/take down, and the service is available for the reservation time, the groups will be charged from the following criteria.

**Set-up/Take Down Fee: This service will only be available if staffing permits. The minimum charge for set up of equipment will be \$5.00. Up to 6 banquet tables will be set up for this fee. A fee of \$3.00 per table will be charged for set up and take down of tables over the amount of six. The \$5.00 minimum fee for set up/take down does apply for card tables. Up to 25 chairs will be set up for free, after 25 chairs set up/take down will be \$1.00/per chair. Groups can avoid paying the set-up/take down fees by setting up equipment themselves.**

**PROPOSED COMMUNITY CENTER FEE CATEGORIES & COST**  
**8/28/00(Policy Manual) Updated again 9/6/01**

DEPOSITS WILL BE CHARGED IN THE FOLLOWING AMOUNTS:

\$50.00 MEETING ROOMS, \$100.00 GYMNASIUM.

<u>USER CATEGORY</u>	<u>MEETING ROOMS</u>	<u>GYM</u>
1. CITY ACTIVITIES	\$00.00	\$00.00
2. YOUTH CLUBS	\$00.00	\$10/HR
3. SCHOOL DISTRICT YOUTH SPORTS Two free events per week/schedule permitting (two hour maximum per event)		
4. COUNTY AGENCIES	\$10/HR	\$15/HR.
5. COMMUNITY ED	\$1.50/PERSON	
6. PRESCHOOL	\$5.00/HR.	
7. CHARTER SCHOOL	\$5.00/HR.	\$10/HR.
8. CIVIC CLUBS LIONS AND LEGION HAVE ONE FREE EVENT (2 Day maximum) PER YEAR. AFTER HOUR FEES ARE CHARGED IF EVENT TAKES PLACE AFTER OR BEFORE REGULAR HOURS.	\$10/UP TO 6 HRS	\$10/HR
9. COMMUNITY CLUBS, ETC. (BRIDGE, 500, GARDEN CLUB, ART CLUB, BOOK CLUB, GAME&FISH)	\$10/UP TO 6 HRS	\$10/HR
10. LAKE ASSOC.	\$10/HR	\$15/HR
11. PRIVATE GROUPS & OTHERS (FAMILY RE-UNIONS, CHURCES, BANKS & OTHER BUSINESSES)	\$15/HR	\$25/HR

**NOTE: A FLAT FEE OF \$10 CHARGED FOR USE OF THE KITCHEN.**

**\*\*ATTENTION. ALL USERS PLEASE READ THE FOLLOWING SECTION!!!!!!**

All groups utilizing the Community Center before or after our regular hours will be charged \$20.00 an hour in addition to the regular costs of room or gym rental.

**CIVIC CLUBS & COMMUNITY CLUBS-meeting room use that exceeds 6 hours a day will be charged an additional \$10.00.**

**Set-up/Take Down Fee: This service will only be available if staffing permits. The minimum charge for set up of equipment will be \$5.00. Up to 6 banquet tables will be set up for this fee. A fee of \$3.00 per table will be charged for set up and take down of tables over the amount of six. The \$5.00 minimum fee for set up/take down does apply for card tables. Up to 25 chairs will be set up for free, after 25 chairs set up/take down will be \$1.00/per chair. Groups can avoid paying the set-up/take down fees by setting up equipment themselves.**

**Crosslake parks and Recreation Department - 218-692-4271**  
**Cleaning Checklist**

**Meeting rooms and Gymnasium**

- All tables cleared and wiped clean.
- All tables and chairs put away.
- All waste put in trash containers.
- Carpet vacuumed, if necessary.
- Bathroom lights turned off.
- Empty waste receptacles in bathrooms.
- Check toilets.
- Turn meeting room lights off.
- Be sure all doors in the facility are closed and locked.

**Kitchen**

- All tables and counters wiped clean.
- Clean sink and rinse drain traps.
- Mop floor.
- Empty all groups belongings from refrigerator.
- Turn off lights.
- Unplug all small appliances.
- Clean coffee pots.
- Clean and put away any dishes or utensils used.

# Crosslake Community Center Reservation Request Form

Crosslake Parks and Recreation Department (218) 692-4271

Name: \_\_\_\_\_ Home Phone: \_\_\_\_\_ Day Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Organization/Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Date of Event: \_\_\_\_\_ Estimated Attendance: \_\_\_\_\_

Description of Event: \_\_\_\_\_

## Room Requested:

Meeting Room #1 \_\_\_\_\_ Meeting Room #2 \_\_\_\_\_ Gym \_\_\_\_\_ Kitchen \_\_\_\_\_

Times: Set-Up: \_\_\_\_\_ Take Down: \_\_\_\_\_  
Start: \_\_\_\_\_ End: \_\_\_\_\_

**Hold Harmless Agreement:** I understand that the use of the Crosslake Community Center (CCC) is voluntary and that I am using it for my benefit only. I agree that my use of the CCC facility is undertaken at my own risk and that the City will not be liable for any claims, injuries, damages of whatever nature incurred by me or members of my organization due to the negligence of members of my organization, or the negligence of third parties. On behalf of myself and the organization that I represent, I expressly forever release and discharge the City, its' agents or employees, from any such claims, injuries, or damages of whatever nature arising out of or connected with my use of the CCC. I also agree to reimburse the City for any damages, breakage, maintenance or theft of equipment or property is so warranted. **By signing this agreement, I acknowledge my understanding of the hold harmless agreement, following fee schedule, deposit policy, indemnification, and usage policies.**

\_\_\_\_\_  
Signature of applicant or organization representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parks and Recreation Director of City Designee

\_\_\_\_\_  
Date

## \*FOR OFFICE USE ONLY

Deposit: \$ \_\_\_\_\_  
Rental Fee: \$ \_\_\_\_\_  
Set Up Fee: \$ \_\_\_\_\_  
Take Down Fee: \$ \_\_\_\_\_  
After Hour Fee: \$ \_\_\_\_\_

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

TOTAL AMOUNT DUE \$ \_\_\_\_\_

Deposit Returned: \_\_\_\_\_

## Crosslake Community Center Fees and Priority Order of Building Usage

*Current Fee  
Schedule*

<u>User Category</u>	<u>Meeting Room</u>	<u>Gymnasium</u>	<u>Deposit</u>
1. City activities	N/C	N/C	N/C
2. Non profit youth (i.e: Baseball, Scouts, 4H etc.)	N/C	\$10/hr	\$25
3. Community Ed.	Participant fee of \$1.50 per participant per program		
4. Pre-school	\$10/day		
5. Non-profit (ie: Churches, Chamber etc.)	\$10/day	\$10/hr	\$25
6. Civic Clubs, Assoc. (ie. WOPOA, Bridge, etc)	\$10/day	\$10/hr	\$25
7. Private Groups	\$15/hr \$20 (rm & kitchen)	\$25/hr	\$25 \$100(over 60 people)
8. Exercise Room	3mos. \$30/indiv. \$75/family 6mos. \$60/indiv. \$150/family 1yr. \$100/indiv. \$250/family		

Extra \$10 an hour charge before or after our regular scheduled hours.

## Comparison Prices of Area Community Centers

	CCC Crosslake	CHC Crosby	YMCA Brainerd	P.L. S & F Pequot Lakes
1 Month	\$20.00	\$32.00	\$27.90	\$30.00
3 Month	\$35.00	\$96.00	\$83.70	\$90.00
6 Month	\$60.00	\$192.00	\$167.40	\$180.00
12 Month	\$100.00	\$384.00	\$344.80	\$360.00

CHC prices are based on a one time enrollment fee of \$50.00.  
\$4.00 a month was added to the fees listed above.

YMCA also charges a one time service charge of \$10.00, which are not included in the above prices.

Pequot Lakes Swim and Fitness is not open to the public at this time because of a mechanical problem.

Please note that CHC and the YMCA have pools that are included in the monthly fee.

# EXERCISE & WEIGHT ROOM MEMBERSHIP INFORMATION

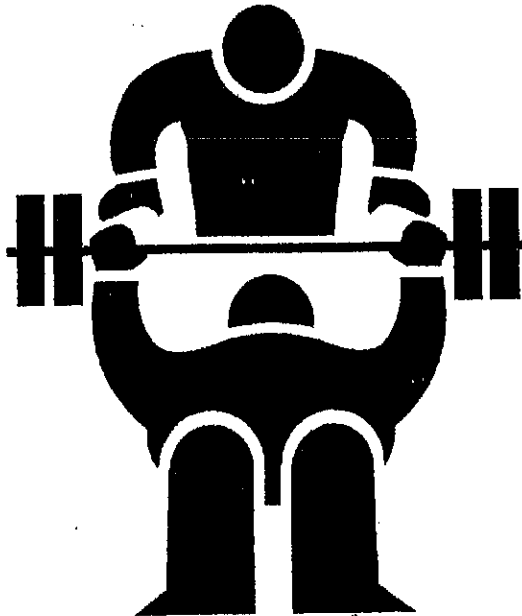
*Proposed*

## MEMBERSHIPS

DAY PASS	\$3
1 MONTH	\$20
3 MONTH	\$35.
6 MONTH	\$60
12 MONTH	\$100

*for  
approval  
2002*

The exercise and weight room is available for members to utilize during the open hours of the Crosslake Community Center. We try to accommodate your availability and realize your time is limited. However, there are times when the exercise/weight room is not available for member use, for example, when a private party has reserved the facility. Please keep this in mind when planning your workout schedule and please call Crosslake Parks & Recreation to check on availability at 692-4271.



## CCC Hours

Mon-Thurs  
8AM-8PM  
Friday 8AM-5PM  
Saturday 10AM-4PM  
Sunday 1-5PM

# EXERCISE & WEIGHT ROOM MEMBERSHIP INFORMATION

CROSSLAKE PARKS & REC.

## MEMBERSHIPS

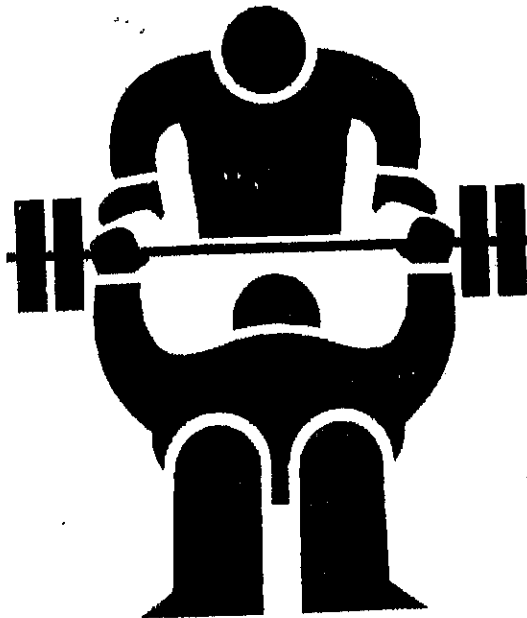
INDIVIDUAL

FAMILY

DAY PASS	\$3	
3 MONTH	\$30	\$75
6 MONTH	\$60	\$150
12 MONTH	\$100	\$250

OLD  
FORM  
2001

The exercise and weight room is available for members to utilize during the open hours of the Crosslake Community Center. We try to accommodate your availability and realize your time is limited. However, there are times when the exercise/weight room is not available for member use, for example, when a private party has reserved the facility. Please keep this in mind when planning your workout schedule and please call Crosslake Parks & Recreation to check on availability at 692-4271.



## CCC Hours

Mon-Thurs  
8AM-8PM

Friday 8AM-5PM  
Saturday 10AM-4PM  
Sunday 1-5PM



**BILLS FOR APPROVAL  
8-Oct-01**

<b>VENDOR</b>	<b>DEPT</b>	<b>AMOUNT</b>
Ace Hardware, 8 oz Sta-bil gas	PW	5.53
Ace Hardware, flex couple	P&R	8.51
Ace Hardware, paint, roller, wood handle, tray, traffic marker	PW	35.58
Ace Hardware, sawzall blade set	PW	204.87
Ace Hardware, shop supplies	PW	18.94
Ace Hardware, adaptor	PW	0.59
Ace Hardware, razor blades	PW	2.12
Anderson Brothers, Class 5	PW	625.48
Anderson Brothers, Class 5	PW	114.51
Anderson Brothers, Class 5	PW	905.69
Anderson Brothers, final billing	PW	6,853.98
Bjerga's Feed, fertilizer	P&R	350.00
Blue Lakes Disposal, trash removal	P&R	49.73
Blue Lakes Disposal, trash removal	GOVT	28.81
Blue Lakes Disposal, trash removal	P &R	100.21
Blue Lakes Disposal, trash removal	PW	58.49
Briggs & Morgan, Crossroads Development Project		970.00
Business Forms Plus, payroll & fund accounting checks	Admin	428.86
Cellular One, for Ted	PW	25.86
Cellular One, Police	POLICE	119.14
Chuck Miller, locksmith, rekey 3 locks, 8 keys	PW	32.00
City Engineer's Office, Zoning Manual	P&Z	3.50
Complete Title Service, Owner & Encumbrance, #6108	SEWER	75.00
Complete Title Services, Inc, Owner & Encumbrance/ #6109	SEWER	75.00
Crosslake Auto, install battery, battery	FIRE	105.98
Crosslake Auto, muffler, plugs, pipe, hanger, clamps	FIRE	256.33
Crosslake Communications	All	1,070.37
Crosslake Rolloff, recycle	RECYCLE	1,950.00
Crow Wing County 4 H, plat book	P&Z	25.00
Crow Wing County, addresses assigned	P&Z	350.00
Crow Wing Cty Recorder, file variance	All	1,434.82
Culligan, bottled water 9/28/01	GOVT	19.17
Culligan, bottled water 10/4/01	GOVT	19.17
Daffinson Asphalt,Crackfill bike path, seal bike path, repair	PW	13,927.00
Daffinson Asphalt,Crackfill various roads	PW	4,950.00
Echo Publishing, Echo 9-7-01 Ord. Summary #144	P&Z	26.00
Echo Publishing Legal 9-20-01	P&R	9.75
Echo Publishing, Legal 9-7-01	P&Z	71.50
Echo Publishing, public hearing re Master Plan for Park	P&R	26.75
Echo Publishing, Sewer Ordinance ad	Sewer	21.40
Ehlers & Associates,new tax increment runs	Admin	62.50
Election Systems & Software	Admin	50.93
Eric Lee, mileage to Duluth narcotics class	Police	24.00
Fire Instructors Assoc. of MN, 3rd edition student Pkg	Fire	170.40
Firstar, government bond obligation	Govt	87.50
Foreman Fire Service & Repair, elec.valve actuator,	Fire	354.00

Foreman Fire Service & Repair, replace elct. Discharge valve	Fire	1,177.00
Heartland Tire Service, tire, service, balance on 01 Ford	Police	68.08
Houston Ford, lube, oil, filter, maintenance Crown Victoria	Police	22.94
K.E.E.P.E.R.S., Inc. Stinger battery, v-neck T-shirt	Police	49.62
Lake Side Glass, glass for John Deere door	PW	250.00
Lake Side Glass, windshield 90 Chevy deductible	PW	197.21
Lakes Area Rental, cut off saw & blades	PW	44.73
Martin Communications, initial radio programming	PW	128.99
Martin Communications, install ACC in cat loader, repair radio	PW	357.12
Martin Communications, repair Motorola portable	PW	556.46
Mastercard, Fleet Farm, supplies	PW	45.04
Mastercard, Fleet Farm, rope, anchor, clip, turnbuckle	PW	113.36
Mastercard, Pickwick lunch	Admin	20.66
Mastercard, Perkins Tom lunch conference	Admin	9.09
Mastercard, Grandma's Saloon, food E. Lee	Police	10.28
Mastercard, Grandma's Saloon, food E. Lee	Police	12.44
Mastercard, Grandma's Saloon, food E. Lee	Police	10.44
Mastercard, Grandma's Saloon, food E. Lee	Police	12.44
Mastercard, Tom lodging	Admin	89.27
Mastercard, Radison, food E. Lee	Police	10.77
Mastercard, Radisson Hotel Duluth, lodging E. Lee	Police	273.55
Mastercard, Timber Lodge Steakhouse, food E. Lee	Police	16.88
Mastercard, Top of the Harbor Restaurant, food E. Lee	Police	9.27
Mastercard, Ground Round, food E. Lee	Police	9.36
Mastercard, Ground Round, food E. Lee	Police	10.86
Mastercard, Wal Mart, clothing allowance/Ted	PW	312.40
Medica, health insurance	All	NA
Mills GM, service on fire truck	Fire	357.12
Mills GM, service on fire truck	Fire	556.46
MN Chiefs of Police Educational Foundation, training/Bob	Police	150.00
Moonlite Square, gas	Police	290.09
M-R Sign Co., signs, posts	PW	338.01
MRPA Conference, Jon Henke	P&R	325.00
MTA Education & Training Program, safety program qtlly dues		1,265.00
Office Max, 3 chairs	P & R	537.71
Office Max, office supplies	P & R	116.98
Paul Larson, conference	P & Z	43.47
Pequot Auto Parts, 4dr impact DP	PW	32.94
Pequot Auto Parts, adapter	PW	12.16
Pequot Auto Parts, filter	PW	96.00
Pequot Auto Parts, filter, drill bit	PW	79.32
Pine River Oil Company, diesel gas	PW	491.31
Pine River Oil Company, unleaed gas	PW	542.50
Reeds Market, coffee, paper plates, napkins, tylenol	Govt	37.91
Simonson Lumber, 2x4	P&R	6.16
Simonson Lumber, 36" grade survey stake	PW	219.28
Simonson Lumber, autolaser detector	PW	1,267.34
Simonson Lumber, brush, paint, closet pole, handle do it	Fire	20.35
Streichers, glock plug	Police	32.30
The Light Depot, recycled bulbs	PW	31.49
The Office Shop, 8 1/2 X 14 copy paper, 2 reams	Admin	9.78

The Office Shop, cassettes	P&Z	101.81
The Office Shop, fingertip moistener	Admin	2.93
The Office Shop, ink cartridges for Carla	P & Z	57.49
The Office Shop, office supplies	Admin	20.22
The Office Shop, supplies	P & Z	74.27
Top Job Office Cleaning	Govt	692.25
Uniforms Unlimited, vest for Bob Hartman	Police	1,006.00
Uniforms Unlimited, vest for Erik Lee	Police	1,000.00
Viking Coca Cola Bottling, pop	P & R	70.77
Viking Industrial North, safety glasses, gloves	PW	143.59
Weise/color maps	Govt	213.00
Whitefish Auto 99 Ford, balance 2 rear tires	Police	24.00
Whitefish Auto, oil, filter change lube, check belts,hoses,tires	Police	21.60
Widseth Smith Nolting, engineering fees, 2001 Plan Comm.		37,689.61
Xcel Energy, gas	PW	31.85
Xcel Energy, gas	P &R	21.30
Xcel Energy, gas	P & R	52.95
Ziegler, Inc., hook	PW	640.49
Payroll/Council & Employee	All	N/A
PERA	All	N/A
State/Federal Taxes	All	N/A
Deferred Comp	All	N/A
MN Life	All	N/A
MN Benefits	All	N/A
NCPERS - life insurance	All	\$108.00
Council #65 - union dues	All	\$96.00
Medica -		NA
Delta Dental - dental insurance		NA
Fortis - disability		NA
<b>TOTAL</b>		<b>88,850.04</b>

**ADDITIONAL BILLS FOR APPROVAL  
OCTOBER 8,2001**

<b>VENDOR</b>	<b>DEPT</b>	<b>AMOUNT</b>
Crow Wing Power, electric	ALL	1,434.82
Jon Henke, Daycare	P & R	200.00
Moonlite Square, gas	Fire	118.85
Office Max, Access Program	P&Z	117.14
Office Max, Norton System	Admin	63.85
Office Max, toner	Police	60.70
Simonson Lumber, 4x8 lumber	PW	20.54
U.S. Bank & Trust	Debt Service	27,375.00
<b>TOTAL</b>		<b>29,390.90</b>