

**CITY OF EAST GULL LAKE
REGULAR SESSION
AGENDA
Tuesday, May 07, 2019
6:30 PM**

1. Call meeting to order

2. Pledge of Allegiance

3. Roll Call

4. Adoption of Agenda by motion

4a. Additions

4b. Deletions

5. Approval of Consent Agenda by motion *

5a. April 2, 2019 City Council Meeting Minutes

5b. Financial Report

◆ Click here to enter a date. bank statement information:

• Checking Account:

▪ Total Additions: \$20,689.33

▪ Total Subtractions: \$73,445.19

▪ Ending Balance: \$71,791.30

▪ Interest Earned to date: \$3.63

• Money Market Account:

▪ Interest Earned: \$515.87

▪ Ending Balance: \$294,764.23

▪ Interest Earned to date: \$1,677.00

◆ Approve March, 2019 Check Register

• Claims 20273 to 20309 for total amount of \$54,504.46

◆ Approve April, 2018 Payroll EFT payments

◆ Monthly Budget Report, Delinquent WW Customers Report

5c. Liquor Licenses:

Ernie's On Gull Lake	Off Sale Liquor License	\$100.00
	On Sale Liquor License	\$1250.00
	Sunday On Sale Liquor License.....	\$200.00
The Classic (Madden's)	On Sale Liquor License	\$1250.00
	Sunday On Sale Liquor License.....	\$200.00
Madden's On Gull Lake	Off Sale Liquor License	\$100.00
	On Sale Liquor License	\$1250.00
	Sunday On Sale Liquor License.....	\$200.00
Cragun's Lodge/Conference Center	Off Sale Liquor License	\$100.00
	On Sale Liquor License	\$1250.00
	Sunday On Sale Liquor License.....	\$200.00
Legacy Courses at Cragun's	On Sale Liquor License	\$1250.00
	Sunday On Sale Liquor License.....	\$200.00

- 6. Open Forum****
- 7. Planning & Zoning**
 - 7a. Planning Commission Report
- 8. Wastewater & Roads Report**
 - 8a. MRWA Presentation – Mike Bubany/David Drown & Associates – Lift Station #5 Financing
 - 8b. Sale of City Truck
- 9. Public Safety**
 - No Report
- 10. Parks and Trails**
 - 10a. Proposal for Fisherman’s Parking Lot at Channel
- 11. Personnel Committee**
 - No Report
- 12. Budget Committee**
 - No Report
- 13. Mayor**
 - 14a. Pillager Fire Contract Discussion
- 14. City Staff**
 - 14a. Resolution 05:01-19 – TEAM Raffle Permit at Cragun’s Resort 7/25/2019
 - 14b. Paul Sachs Land Trade Update
 - 14c. Resolution 05:02-19 – Airport M&O Grant Contract
 - 14d. Spring Newsletter Articles
- 15. Old Business**
 - None
- 16. New Business**
 - None
- 17. Announce Next Regular Sessions of City Council/Other Meetings**
 - Wastewater & Roads Meeting Wednesday, May 15, 2019 at 3:00pm
 - Planning and Zoning Meeting Tuesday, May 28, 2019 at 6:30pm
 - City Council Meeting Tuesday, June 04, 2019 at 6:30pm

18. Adjournment

***CONSENT AGENDA ITEMS** are considered to be routine and noncontroversial by the Council and will be approved by one motion. There will be no separate discussion for decision of these items unless a Councilmember, staff member, or citizen so requests due to a speculative controversy, in which case the item will be removed from the consent agenda and considered under the regular agenda.

****OPEN FORUM** allows the public to speak to the Council regarding issues that are not on the agenda.

Prepared by East Gull Lake Administrative Assistant
Kathy Schack

**MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL
OF EAST GULL LAKE, COUNTY OF CASS, STATE OF MINNESOTA
REGULAR SESSION
April 2, 2019
6:30 PM**

Mayor Kavanaugh called the April 2, 2019 regular Council meeting to order at 6:30 PM.
The pledge of allegiance was recited.

ROLL CALL

Present: Mayor Kavanaugh, Councilors Lang, Ruttger, Demgen and Hoffmann, City Administrator Mason, Planning Commission Chair Bruce Buxton, Administrative Assistant Schack

Absent: None

Audience: None

ADOPTION OF AGENDA

4a. Additions: 8b. Road Weight Restriction Discussion

4b. Deletions: None

Councilor Hoffmann moved and Councilor Lang seconded the motion to approve the agenda as presented. All present voted in favor thereof. Motion carried.

ADOPTION OF CONSENT AGENDA

Councilor Demgen moved and Councilor Ruttger seconded the motion to approve the following Consent Agenda items. Abstain: Mayor Kavanaugh, Councilor Lang. Motion carried.

5a. March 7, 2019 City Council Meeting Minutes

5b. Financial Report

- ◆ February, 2019 bank statement information
 - Checking Account
 - Total Additions: \$12,587.63
 - Total Subtractions: \$87,235.48
 - Ending Balance: \$124,547.16
 - Interest Earned to date: \$2.83
 - Money Market Account
 - Interest Earned: \$453.00
 - Ending Balance: \$294,248.36
 - Interest Earned to date: \$1,161.13
- ◆ Approve March, 2019 Check Register
 - Claims 20244 to 20272 for total amount of \$41,174.74
- ◆ Approve March, 2019 payroll EFT payments
 - EFT Payroll: \$16,245.76; EFT Transmittals: \$16,161.02
- ◆ Monthly Budget Report, Delinquent WW Customers Report

PLANNING & ZONING

7a. Planning Commission Report

Chair Buxton addressed the Council concerning the Planning Commission stating that Mary Tuomi came to discuss the Airbnb's and VRBOs. Discussion ensued regarding enforcing control over home rentals. Administrator Mason noted that registration could be added to the City Ordinance using Administrative fines to enforce. Mayor Kavanaugh noted the City needs to be proactive in addressing the issue.

Chair Buxton noted that the Administrator's report was given and Zoning Ordinance update was discussed.

WASTEWATER & ROAD REPORT

8a. Update – Lift Station #5 Reconstruction

Administrator Mason gave an update on the process for the reconstruction. Discussion ensued regarding the financing of the project.

8b. Road Weight Restriction Discussion

Administrator Mason stated a resident sent a photo noting a concrete truck was on one of the local roads. It was noted that the contractor had papers proving short loads were being used, which is legal. Discussion ensued regarding the weight limits and subsequent enforcement.

PUBLIC SAFETY, PARK & TRAILS, PERSONNEL COMMITTEE, BUDGET COMMITTEE

No Reports

MAYOR’S REPORT

No Report

CITY ADMINISTRATOR REPORT

11a. Monetary Limits on Municipal Tort Liability not waived

Councilor Ruttger moved and Councilor Demgen seconded the motion to accept monetary limits on Municipal Tort Liability not be waived. All present voted in favor thereof. Motion carried.

11b. Resolution 04-02-19 MN Trl Assist 2019-04-02

Councilor Demgen moved and Councilor Hoffmann seconded, the motion to adopt Resolution 04: 02-19 – for MN Trail Assistance Program; absent: none, abstain: Mayor Kavanaugh. Motion carried by 4/5 roll call vote.

OLD BUSINESS

None

NEW BUSINESS

None

NEXT REGULAR SESSIONS OF CITY COUNCIL/OTHER MEETINGS

- BOAE – Truth in Taxation Meeting..... Tuesday, April 23, 2019 at 10:00am
- Planning and Zoning Meeting Tuesday, April 30, 2019 at 6:30pm
- City Council Meeting Tuesday, May 07, 2019 at 6:30pm
- Wastewater & Road Committee Meeting..... Wednesday, May 15, 2019 at 3:00pm

Councilor Ruttger moved and Councilor Demgen seconded the motion to adjourn the meeting. All present voted in favor thereof. Motion carried.

Transcribed by East Gull Lake Administrative Assistant
Kathy Schack

These minutes are paraphrased and are not written word for word.

***CONSENT AGENDA ITEMS** are considered to be routine and noncontroversial by the Council and will be approved by one motion. There will be no separate discussion for decision of these items unless a Councilmember, staff member, or citizen so requests due to a speculative controversy, in which case the item will be removed from the consent agenda and considered under the regular agenda.

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Check Issue Date	Check Number	Vendor Number	Payee	Amount
04/09/2019	19627	4522739	MOSQUITO SQUAD OF N CENTRAL MN	1,426.66- V
04/02/2019	20273	4	AW RESEARCH LABORATORIES INC	549.00
04/02/2019	20274	4522625	BRUCE BUXTON	400.00
04/02/2019	20275	185	CANON FINANCIAL SERVICES	75.20
04/02/2019	20276	16	CASS COUNTY	66.00
04/02/2019	20277	32	CULLIGAN	19.50
04/02/2019	20278	4522656	EUNICE WIEBOLT	300.00
04/02/2019	20279	127	FYLE'S JET FLUSH PIPE CLEANING	430.00
04/02/2019	20280	4522487	JOEL P. JASMER	639.04
04/02/2019	20281	120	LEAGUE OF MINNESOTA CITIES	150.00
04/02/2019	20282	4522657	MARTY HALVORSON	100.00
04/02/2019	20283	66	MINNESOTA POWER	3,965.30
04/02/2019	20284	4522627	NATHAN TUOMI	300.00
04/02/2019	20285	4522531	PAUL TOLLEFSON	100.00
04/02/2019	20286	4522730	ROCKY WALDIN	200.00
04/02/2019	20287	93	SCI BROADBAND	367.42
04/02/2019	20288	152	THE OFFICE SHOP	130.08
04/02/2019	20289	4522559	VERIZON WIRELESS	195.03
04/02/2019	20290	4522503	WIDSETH SMITH NOLTING	2,864.00
04/09/2019	20291	4	AW RESEARCH LABORATORIES INC	264.00
04/09/2019	20292	4522710	GAMMELLO-PEARSON PLLC	873.70
04/09/2019	20293	4522739	MOSQUITO SQUAD OF N CENTRAL MN	1,403.66
04/09/2019	20294	78	NISSWA SANITATION INC.	31.59
04/09/2019	20295	175	NORTH COUNTRY EQUIPMENT REPAIR	1,165.09
04/09/2019	20296	81	PITNEY BOWES	270.99
04/09/2019	20297	97	THE WAGON LLC	150.00
04/23/2019	20298	4	AW RESEARCH LABORATORIES INC	616.00
04/23/2019	20299	4522717	CARDMEMBER SERVICE (CPN 001344773)	1,742.12
04/23/2019	20300	16	CASS COUNTY RECORDER	12.00
04/23/2019	20301	167	FLOW MEASUREMENT & CONTROL CO	550.00
04/23/2019	20302	4522665	GLS PROMOTIONS	75.00
04/23/2019	20303	73	MPCA	1,795.00
04/23/2019	20304	4522738	PILLAGER AREA FIRE PROTECTION ASSN	23,000.00
04/23/2019	20305	4522559	VERIZON WIRELESS	194.65
04/23/2019	20306	106	XCEL ENERGY	170.59
04/25/2019	20307	66	MINNESOTA POWER	5,823.66
04/25/2019	20308	4522591	PINE BEACH SKI CLUB	4,455.00
04/25/2019	20309	4522503	WIDSETH SMITH NOLTING	2,487.50
Grand Totals:				<u>54,504.46</u>

Date: May 7, 2019

Mayor:

City Administrator:

Dave Kavanaugh _____

Rob Mason _____

City Council:

Dennis Lang _____

Carol Demgen _____

Scott Hoffman _____

Jim Ruttger _____

Pay Period	Journal	Check	Check	EMP			
Date	Code	Issue Date	Number	Payee	NUM	GL Account	Amount
03/29/2019	PC	04/05/2019	19040101	James D Ruttger	7	999-10101	230.87
03/29/2019	PC	04/05/2019	19040102	David Kavanaugh	22	999-10101	173.22
03/29/2019	PC	04/05/2019	19040103	Carol A Demgen	24	999-10101	277.05
03/29/2019	PC	04/05/2019	19040104	Joel P Jasmer	28	999-10101	2,014.27
03/29/2019	PC	04/05/2019	19040105	Kathy A Schack	39	999-10101	1,260.69
03/29/2019	PC	04/05/2019	19040106	Robert Mason	40	999-10101	2,173.98
03/29/2019	PC	04/05/2019	19040107	Dennis Lang	41	999-10101	230.87
03/29/2019	PC	04/05/2019	19040108	Scott Hoffmann	42	999-10101	185.87
03/29/2019	PC	04/05/2019	19040109	Lee E. Anderson	44	999-10101	1,180.30
03/29/2019	PC	04/05/2019	19040110	Joshua R Kelliher	45	999-10101	1,151.83
04/12/2019	PC	04/19/2019	201804191	Joel P Jasmer	28	999-10101	1,769.38
04/12/2019	PC	04/19/2019	201804192	Kathy A Schack	39	999-10101	1,260.69
04/12/2019	PC	04/19/2019	201804193	Robert Mason	40	999-10101	2,173.98
04/12/2019	PC	04/19/2019	201804194	Lee E. Anderson	44	999-10101	1,277.65
04/12/2019	PC	04/19/2019	201804195	Joshua R Kelliher	45	999-10101	1,126.76
Grand Totals:			<u>15</u>				<u>16,487.41</u>

Dated: May 7, 2019

Mayor: _____

City Council: _____

City Administrator: _____

<u>Transmittal Payee</u>	<u>Amount</u>
Total AFLAC:	69.02
Total EFTPS:	5,051.64
Total HEALTH SAVINGS PLAN:	1,400.83
Total MEDICA:	5,782.25
Total PERA:	2,933.41
Total SWT:	893.69
Grand Totals:	<u>16,130.84</u>

Dated: May 7, 2019

Mayor: _____

City Council: _____

City Administrator: _____

City of East Gull Lake Budget Worksheet

GL Account #	Account Title	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Budget	% Remaining	2019 Remaining
General Fund								
100-10100	Cash	\$185,606.46	\$211,041.05	\$241,021.12	\$207,482.85			
100-10500	Taxes Receivable Current	\$1,284.00	\$1,777.00	\$1,777.00	\$1,777.00			
100-10501	Taxes Receivable Delinquent	\$6,593.00	\$1,976.00	\$1,976.00	\$1,976.00			
100-11500	Accounts Receivable	\$0.00	\$0.00	\$0.00	\$0.00			
100-11599	Unapplied Accounts Receivable	\$0.00	\$0.00	\$0.00	\$0.00			
100-12100	Assessments Receivable	\$0.43	\$0.43	\$0.43	\$0.43			
100-13000	Due from other Fund	\$0.22	\$0.22	\$0.22	\$0.22			
100-13500	Due from other Governments	\$0.00	\$0.00	\$0.00	\$0.00			
100-15500	Prepays	\$830.00	\$74.00	\$74.00	\$74.00			
100-21100	Accounts Payable	\$497.29	\$1,631.97	\$0.00	\$0.00			
100-21200	Wages Payable	\$1,848.00	\$1,935.00	\$1,935.00	\$1,935.00			
100-21201	Section 125 Medical	-\$0.34	-\$0.34	-\$0.34	-\$0.34			
100-21202	Section 125 Child Care	\$0.00	\$0.00	\$0.00	\$0.00			
100-21203	ICMA	\$0.00	\$0.00	\$0.00	\$0.00			
100-21204	AFLAC	\$0.22	\$0.22	\$0.22	\$0.22			
100-21205	HEALTH INSURANCE	\$0.14	\$0.14	-\$733.24	-\$733.24			
100-21206	DENTAL INSURANCE	\$0.00	\$0.00	\$0.00	\$0.00			
100-21207	LIFE INSURANCE	\$0.00	\$0.00	\$0.00	\$0.00			
100-21208	CHILD SUPPORT	\$0.00	\$0.00	\$0.00	\$0.00			
100-21209	GARNISHMENTS	\$0.00	\$0.00	\$0.00	\$0.00			
100-21210	UNION DUES-AFSCME	\$0.00	\$0.00	\$0.00	\$0.00			
100-21211	UNION DUES-POLICE	\$0.00	\$0.00	\$0.00	\$0.00			
100-21212	UNION DUES-TEAMSTERS	\$0.00	\$0.00	\$0.00	\$0.00			
100-21213	PERA	\$0.04	\$0.04	\$0.04	\$0.04			
100-21214	UNITED WAY	\$0.00	\$0.00	\$0.00	\$0.00			
100-21215	MISCELLANEOUS	-\$0.25	-\$0.25	-\$0.25	-\$0.25			
100-21216	IMPUTED INCOME	\$0.00	\$0.00	\$0.00	\$0.00			
100-21217	FICA	\$0.00	\$0.00	\$0.00	\$0.00			
100-21218	STATE WITHHOLDINGS	\$0.00	\$0.00	\$0.00	\$0.00			
100-21219	SUTA	\$0.00	\$0.00	\$0.00	\$0.00			
100-21220	WORKERS COMP	\$0.00	\$0.00	\$0.00	\$0.00			
100-21601	Compensated Absences	\$0.00	\$0.00	\$0.00	\$0.00			
100-22201	Deferred Revenue	\$6,593.00	\$1,976.00	\$1,976.00	\$1,976.00			
100-25300	Fund Balance	\$103,244.49	\$185,376.01	\$209,325.92	\$241,671.34			
100-31010	General Property Taxes	\$148,907.29	\$148,910.97	\$148,871.95	\$543.32	\$140,000.00	100%	\$139,456.68
100-31900	Penalties & Int-Delinq Taxes	\$5,269.30	\$844.83	\$540.40	\$40.02	\$0.00		-\$40.02
100-32100	Business Licenses and Permits	\$7,550.00	\$7,550.00	\$7,450.00	\$7,550.00	\$7,450.00	-1%	-\$100.00
100-32262	Reimbursements	\$0.00	\$150.00	\$26.25	\$7.50	\$0.00	0%	-\$7.50
100-33400	State Grants and Aids	\$8,832.66	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
100-33402	HACA (Homestead Credit)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
100-33403	Storm Damage Revenue	\$53,496.57	\$393.71	\$30.51	\$0.00	\$0.00	0%	\$0.00
100-33419	MMB SmlCtyAssist-STS	\$0.00	\$16,682.00	\$16,700.54	\$0.00	\$0.00	0%	\$1.00
100-33423	MMB PERA Aid	\$491.00	\$491.00	\$491.00	\$0.00	\$491.00	-100%	-\$491.00
100-33425	MMB MV Credit-Ag	\$0.00	\$65.97	\$0.00	\$0.00	\$0.00	0%	\$0.00
100-36200	Miscellaneous Revenues	\$754.36	\$747.59	\$2,129.01	\$122.05	\$750.00	0%	\$0.00
100-36210	Interest Earnings	\$51.43	\$47.70	\$6,597.73	\$1,680.63	\$6,000.00	0%	\$0.00
100-38020	Airport Revenues	\$2,587.50	\$3,712.50	\$2,595.00	\$849.38	\$4,723.00	0%	\$0.00

City of East Gull Lake Budget Worksheet

GL Account #	Account Title	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Budget	% Remaining	2019 Remaining
General Government								
100-41000-200	Office Supplies	\$759.73	\$581.33	\$663.87	\$528.22	\$1,000.00	47%	\$471.78
100-41000-205	Maint. Contracts/Software	\$2,799.46	\$3,468.44	\$1,522.54	\$1,358.15	\$3,000.00	55%	\$1,641.85
100-41000-210	Operating Supplies	\$238.73	\$33.06	\$0.00	\$0.00	\$300.00	100%	\$300.00
100-41000-225	Safety Support	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	100%	\$200.00
100-41000-300	Professional Services	\$3,465.65	\$2,601.65	\$4,114.39	\$420.90	\$3,000.00	86%	\$2,579.10
100-41000-301	Auditor - Accounting	\$8,870.90	\$6,232.50	\$5,145.00	\$225.00	\$6,000.00	96%	\$5,775.00
100-41000-304	Legal Fees	\$2,340.00	\$1,560.00	\$4,050.00	\$1,861.20	\$2,000.00	7%	\$138.80
100-41000-321	Telephone & Internet	\$2,994.40	\$2,644.93	\$2,419.78	\$882.45	\$3,000.00	71%	\$2,117.55
100-41000-322	Postage	\$537.29	\$754.69	\$478.70	\$254.39	\$500.00	49%	\$245.61
100-41000-323	Cell Phone	\$762.01	\$979.82	\$475.90	\$227.85	\$800.00	72%	\$572.15
100-41000-350	Legal Notices Publishing	\$171.60	\$410.55	\$273.81	\$137.80	\$400.00	66%	\$262.20
100-41000-360	Insurance	\$1,839.00	\$3,456.00	\$3,768.81	\$0.00	\$3,700.00	100%	\$3,700.00
100-41000-380	Water	\$300.11	\$233.06	\$228.96	\$204.06	\$300.00	32%	\$95.94
100-41000-381	Electric	\$1,371.72	\$1,539.44	\$1,422.48	\$674.02	\$1,500.00	55%	\$825.98
100-41000-383	Gas Utilities	\$843.01	\$956.83	\$1,050.64	\$650.55	\$1,000.00	35%	\$349.45
100-41000-384	Refuse Disposal	\$228.15	\$319.41	\$182.52	\$62.61	\$200.00	69%	\$137.39
100-41000-410	Rentals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
100-41000-437	Cass County Fees	\$66.00	\$1,048.00	\$66.00	\$66.00	\$66.00	0%	\$0.00
100-41000-439	Licenses, Permits, Dues	\$1,531.00	\$1,192.00	\$1,348.00	\$140.00	\$1,500.00	91%	\$1,360.00
100-41000-490	Miscellaneous	\$2,289.02	\$2,788.39	\$3,085.50	\$663.53	\$2,300.00	71%	\$1,636.47
100-41000-499	Reimbursable Expenses	\$0.00	\$3,961.34	\$0.00	\$22.05	\$0.00	0%	-\$22.05
100-41000-500	Donations	\$1,600.00	\$1,610.00	\$1,610.00	\$0.00	\$1,750.00	100%	\$1,750.00
100-41000-570	Office Equip/Furnishings	\$534.71	\$740.04	\$1,513.50	\$45.20	\$1,500.00	97%	\$1,454.80
100-41000-720	Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
100-41000-810	Refunds & Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
City Council								
100-41110-100	Wages and Salaries	\$12,400.00	\$12,850.00	\$12,150.00	\$4,100.00	\$14,000.00	71%	\$9,900.00
100-41110-122	FICA	\$744.00	\$744.00	\$744.00	\$254.20	\$900.00	72%	\$645.80
100-41110-126	Medicare	\$174.24	\$174.24	\$174.24	\$59.52	\$225.00	74%	\$165.48
100-41110-234	Building Rental Meetings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
100-41110-308	Council Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
100-41110-331	Mileage	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	100%	\$100.00
Budget Committee								
100-41130-110	Other Pay	\$250.00	\$300.00	\$300.00	\$0.00	\$300.00	100%	\$300.00
Personnel Committee								
100-41200-110	Other Pay	\$0.00	\$0.00	\$50.00	\$0.00	\$300.00	100%	\$300.00
Mayor								
100-41300-100	Wages and Salaries	\$4,200.00	\$4,400.00	\$4,250.00	\$1,400.00	\$4,800.00	71%	\$3,400.00
100-41300-122	FICA	\$260.40	\$260.40	\$260.40	\$86.80	\$322.00	73%	\$235.20
100-41300-126	Medicare	\$60.96	\$60.96	\$60.96	\$20.32	\$75.00	73%	\$54.68
Administrator (50%)								
100-41400-100	Wages and Salaries	\$36,047.83	\$35,699.89	\$36,297.74	\$11,489.92	\$37,487.43	69%	\$25,997.51
100-41400-121	PERA	\$2,670.37	\$2,670.98	\$2,722.48	\$861.77	\$2,811.56	69%	\$1,949.79
100-41400-122	FICA	\$2,207.67	\$2,192.67	\$2,188.43	\$712.42	\$2,324.22	69%	\$1,611.80
100-41400-126	Medicare	\$516.25	\$512.74	\$511.86	\$166.63	\$543.57	69%	\$376.94
100-41400-131	Health Insurance	\$12,575.05	\$13,422.16	\$14,778.82	\$5,404.04	\$16,212.04		\$10,808.00
100-41400-132	Short/Long Term Life	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
100-41400-308	Training	\$0.00	\$250.00	\$170.00	\$150.00	\$1,000.00	85%	\$850.00
100-41400-331	Mileage	\$226.24	\$308.34	\$730.85	\$106.83	\$500.00	79%	\$393.17
100-41400-439	Licenses, Permits, Dues	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	100%	\$100.00
Elections								
100-41410-110	Other Pay	\$1,776.00	\$0.00	\$1,856.25	\$0.00	\$0.00	0%	\$0.00
100-41410-200	Office Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
100-41410-300	Professional Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
100-41410-331	Mileage	\$115.56	\$0.00	\$123.17	\$0.00	\$0.00	0%	\$0.00
100-41410-490	Miscellaneous	\$462.46	\$0.00	\$586.00	\$0.00	\$0.00	0%	\$0.00

City of East Gull Lake Budget Worksheet

GL Account #	Account Title	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Budget	% Remaining	2019 Remaining
City Newsletter								
100-41430-217	City Newsletter Printing Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
100-41430-322	Postage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
100-41430-435	City Newsletter Design Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
City Website								
100-41440-218	City Website	\$425.00	\$425.00	\$1,875.00	\$0.00	\$700.00	100%	\$700.00
City Hall Building								
100-41700-300	City Hall Maintenance Expenses	\$248.95	\$777.58	\$1,471.85	\$32.67	\$1,000.00	97%	\$967.33
Administrative Assistant (50%)								
100-41900-100	Wages and Salaries	\$20,724.08	\$20,800.00	\$21,200.00	\$6,710.70	\$21,894.91	69%	\$15,184.21
100-41900-121	PERA	\$1,554.31	\$1,560.00	\$1,590.00	\$503.32	\$1,642.12	69%	\$1,138.80
100-41900-122	FICA	\$1,262.58	\$1,263.26	\$1,280.83	\$412.34	\$1,357.48	70%	\$945.14
100-41900-126	Medicare	\$295.45	\$295.53	\$299.51	\$96.43	\$317.48	70%	\$221.05
100-41900-131	Health Insurance-ER	\$5,913.72	\$6,143.22	\$6,777.84	\$2,479.48	\$7,578.74		\$5,099.26
100-41900-308	Training	\$0.00	\$521.18	\$0.00	\$50.00	\$600.00	92%	\$550.00
100-41900-330	Mileage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
100-41900-331	Mileage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
100-41900-439	Licenses, Permits, Dues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
History Committee								
100-49000-110	Other Pay	\$732.99	\$0.00	\$0.00	\$0.00	\$500.00	100%	\$500.00
100-49000-490	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
Airport								
100-49810-304	Legal Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
100-49810-360	Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
100-49810-404	Mowing	\$3,000.00	\$3,000.00	\$2,500.00	\$0.00	\$3,300.00	100%	\$3,300.00
100-49810-412	Brush Removal	\$450.00	\$450.00	\$1,092.50	\$0.00	\$450.00	100%	\$450.00
100-49810-430	Repair Maintenance Services	\$0.00	\$0.00	\$25.98	\$759.80	\$400.00	-90%	-\$359.80
100-49810-439	Licenses, Permits, Dues	\$0.00	\$90.00	\$50.00	\$50.00	\$50.00	0%	\$0.00
General Fund Revenue Total:		\$227,940.11	\$179,596.27	\$185,432.39	\$10,792.90	\$159,414.00	87%	\$138,819.16
General Fund Expenditure Total:		\$145,808.59	\$155,367.32	\$153,033.28	\$44,331.17	\$155,807.55	72%	\$111,476.38
Net Total General Fund:		\$82,131.52	\$24,228.95	\$32,399.11	-\$33,538.27	\$3,606.45	758%	\$27,342.78
Public Safety								
225-10100	Cash	\$13,718.32	\$13,356.24	\$14,837.56	-\$8,357.25			
225-10500	Taxes Receivable Current	\$231.00	\$484.00	\$484.00	\$484.00			
225-10501	Taxes Receivable Delinquent	\$0.00	\$0.00	\$0.00	\$0.00			
225-11500	Accounts Receivable	\$0.00	\$0.00	\$0.00	\$0.00			
225-13500	Due from other Governments	\$0.00	\$0.00	\$0.00	\$0.00			
225-21100	Accounts Payable	\$0.00	\$0.00	\$0.00	\$0.00			
225-25300	Fund Balance	\$8,301.23	\$13,949.32	\$13,840.24	\$15,321.56			
225-31010	General Property Taxes	\$40,321.42	\$42,277.54	\$49,826.28	\$182.19	\$54,400.00	100%	\$54,217.81
225-36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
225-39200	Transfers From Other Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
Public Safety Committee Pay								
225-41160-110	Other Pay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
Public Safety								
225-41800-205	Maint Contracts/Software-Siren	\$400.00	\$400.00	\$710.00	\$400.00	\$400.00	0%	\$0.00
225-41800-300	Professional Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
225-41800-308	Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
225-41800-401	Mosquito Control	\$9,273.33	\$9,986.62	\$8,634.96	-\$23.00	\$10,000.00	100%	\$10,023.00
225-41800-439	Licenses, Permits, Dues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
Fire Service Contract								
225-42200-300	Prof Services-Fire Contract	\$25,000.00	\$32,000.00	\$39,000.00	\$23,000.00	\$46,000.00	50%	\$23,000.00
Public Safety Revenue Total:		\$40,321.42	\$42,277.54	\$49,826.28	\$182.19	\$54,400.00	100%	\$54,217.81
Public Safety Expenditure Total:		\$34,673.33	\$42,386.62	\$48,344.96	\$23,377.00	\$56,400.00	59%	\$33,023.00
Net Total Public Safety:		\$5,648.09	-\$109.08	\$1,481.32	-\$23,194.81	-\$2,000.00	-1060%	\$21,194.81

City of East Gull Lake Budget Worksheet

GL Account #	Account Title	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Budget	% Remaining	2019 Remaining
WW In-House Debt Service (PFA)								
301-10100	Cash	-\$39,135.08	-\$86,028.96	-\$70,988.32	-\$33,040.87			
301-10500	Taxes Receivable Current	\$397.00	\$778.00	\$778.00	\$778.00			
301-11501	AR - Utilities	\$0.19	-\$1,111.77	-\$3,096.82	-\$38,038.01			
301-12100	Assessments Receivable	\$0.00	\$0.00	\$0.00	\$0.00			
301-12200	LT Assessments Receivable	\$805,546.10	\$726,304.10	\$726,304.10	\$726,304.10			
301-12201	ST Assessments Receivable	\$101,869.00	\$63,278.00	\$63,278.00	\$63,278.00			
301-12300	Accrued Interest Receivable	\$6,772.00	\$6,074.00	\$6,074.00	\$6,074.00			
301-21100	Accounts Payable	\$0.00	\$0.00	\$0.00	\$0.00			
301-21650	Accrued Interest	\$9,693.00	\$8,523.00	\$8,523.00	\$8,523.00			
301-23500	Bonds Payable	\$2,908,000.00	\$2,557,000.00	\$2,557,000.00	\$2,557,000.00			
301-24000	Bonds Issuance	\$0.00	\$0.00	\$0.00	\$0.00			
301-24500	Accum Amort - Bonds Issuance	\$0.00	\$0.00	\$0.00	\$0.00			
301-25300	Fund Balance	-\$2,247,958.49	-\$2,042,243.79	-\$1,856,229.63	-\$1,843,174.04			
301-31010	General Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00			
301-31012	W.W.PlantCapacityLevy Increase	\$68,541.51	\$68,067.05	\$137,882.58	\$506.63	\$138,000.00	100%	\$137,493.37
301-31016	Sewer Access (SAC-PFA)	\$6,450.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
301-36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
301-37200	Wastewater User Charges	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
301-37210	Wastewater ConnectPrincipal	\$4,273.55	-\$8,850.89	\$101,932.90	\$13,602.53	\$58,000.00	77%	\$44,397.47
301-37212	Pay-off WW Connect Principal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
301-37215	Stub Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
301-37217	CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
301-37220	Wastewater Connect Interest	\$27,849.64	\$24,708.00	\$22,810.11	-\$87.90	\$20,000.00	100%	\$20,087.90
301-39200	Transfers From Other Funds	\$130,000.00	\$130,000.00	\$130,000.00	\$0.00	\$130,000.00	100%	\$130,000.00
Debt Service Payments								
301-47100-601	Bond Principal	\$0.00	\$0.00	\$354,000.00	\$0.00	\$358,000.00	100%	\$358,000.00
301-47100-611	Bond Interest	\$31,400.00	\$27,910.00	\$25,570.00	\$11,015.00	\$22,030.00	50%	\$11,015.00
WW In-House Debt Service - PFA Revenue Total:		\$237,114.70	\$213,924.16	\$392,625.59	\$14,021.26	\$346,000.00	96%	\$331,978.74
WW In-House Debt Serv - PFA Expenditure Total:		\$31,400.00	\$27,910.00	\$379,570.00	\$11,015.00	\$380,030.00	97%	\$369,015.00
Net Total WW In-House Debt Service - PFA:		\$205,714.70	\$186,014.16	\$13,055.59	\$3,006.26	-\$34,030.00	109%	-\$37,036.26

City of East Gull Lake Budget Worksheet

GL Account #	Account Title	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Budget	% Remaining	2019 Remaining
Roads, Streets, & Highways								
303-10100	Cash	\$95,550.51	\$105,399.72	\$89,559.85	\$26,139.95			
303-10500	Taxes Receivable Current	\$529.00	\$1,169.00	\$1,169.00	\$1,169.00			
303-10501	Taxes Receivable Delinquent	\$0.00	\$0.00	\$0.00	\$0.00			
303-11500	Accounts Receivable	\$0.00	\$0.00	\$0.00	\$0.00			
303-15500	Prepays	\$2,846.00	\$3,775.00	\$3,775.00	\$3,775.00			
303-21100	Accounts Payable	\$15,950.06	\$4,855.00	\$2,450.00	\$2,450.00			
303-21200	Wages Payable	\$423.00	\$396.00	\$396.00	\$396.00			
303-25300	Fund Balance	\$88,591.69	\$82,552.45	\$105,092.72	\$91,657.85			
303-31010	General Property Taxes	\$90,847.00	\$102,070.85	\$100,628.51	\$367.19	\$138,000.00	100%	\$137,632.81
303-32262	Reimbursements	\$0.00	\$0.00	\$2,197.34	\$30.00	\$0.00	0%	-\$30.00
303-36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$890.76	\$0.00	0%	-\$890.76
303-39200	Transfers From Other Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
Highways, Streets, & Roadways								
303-43100-210	Operating Supplies	\$87.96	\$8.35	\$110.48	\$0.00	\$250.00	100%	\$250.00
303-43100-212	Gas & Oil	\$1,392.82	\$1,191.26	\$1,315.65	\$537.29	\$1,500.00	64%	\$962.71
303-43100-225	Safety Support	\$0.00	\$0.00	\$917.20	\$0.00	\$500.00	100%	\$500.00
303-43100-240	Small Tools & Minor Equip	\$88.56	\$2,839.35	\$474.75	\$0.00	\$750.00	100%	\$750.00
303-43100-300	Professional Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
303-43100-303	Engineer	\$0.00	\$0.00	\$1,742.34	\$0.00	\$500.00	100%	\$500.00
303-43100-304	Legal Fees	\$0.00	\$0.00	\$270.00	\$0.00	\$500.00	100%	\$500.00
303-43100-330	Mileage	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	100%	\$100.00
303-43100-350	Legal Notices Publishing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
303-43100-360	Insurance	\$5,368.48	\$4,871.01	\$4,681.36	\$0.00	\$5,000.00	100%	\$5,000.00
303-43100-400	Repair/Maint Contractual	\$11,273.11	\$3,924.63	\$19,550.08	\$0.00	\$10,000.00	100%	\$10,000.00
303-43100-402	Patching	\$2,243.30	\$235.70	\$3,264.88	\$0.00	\$3,000.00	100%	\$3,000.00
303-43100-403	Sweeping	\$2,210.00	\$1,812.50	\$1,870.00	\$0.00	\$2,000.00	100%	\$2,000.00
303-43100-404	Mowing	\$4,267.50	\$5,445.00	\$7,650.00	\$810.00	\$5,000.00	84%	\$4,190.00
303-43100-406	Plowing-Sanding	\$24,370.75	\$17,132.50	\$20,620.00	\$12,355.00	\$20,000.00	38%	\$7,645.00
303-43100-407	Salt & Sand	\$11,691.40	\$10,571.40	\$8,790.00	\$5,655.00	\$14,000.00	60%	\$8,345.00
303-43100-409	Crack Sealing	\$0.00	\$1,680.00	\$0.00	\$0.00	\$1,800.00	100%	\$1,800.00
303-43100-410	Rentals	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00	100%	\$250.00
303-43100-411	EGL Signs	\$523.02	\$452.42	\$130.23	\$98.38	\$750.00	87%	\$651.62
303-43100-412	Brush Removal	\$6,100.00	\$1,328.50	\$4,462.50	\$0.00	\$5,000.00	100%	\$5,000.00
303-43100-413	Striping Roads	\$0.00	\$1,657.88	\$0.00	\$0.00	\$0.00	0%	\$0.00
303-43100-430	Vehicle-Equipment Services	\$585.87	\$0.00	\$2,791.46	\$29,706.75	\$12,600.00	-136%	-\$17,106.75
303-43100-439	Licenses, Permits, Dues	\$0.00	\$25.00	\$41.00	\$25.00	\$25.00	0%	\$0.00
WW Superintendent - 20%								
303-49451-100	Wages and Salaries	\$10,116.37	\$9,392.91	\$11,469.18	\$4,300.50	\$14,004.70	69%	\$9,704.20
303-49451-121	PERA	\$758.70	\$704.47	\$860.18	\$322.57	\$4,201.41	92%	\$3,878.84
303-49451-122	FICA	\$598.58	\$553.95	\$679.42	\$254.05	\$868.29	71%	\$614.24
303-49451-126	Medicare	\$140.00	\$129.55	\$158.91	\$59.42	\$203.07	71%	\$143.65
303-49451-131	Health Insurance	\$2,524.32	\$2,867.43	\$3,732.10	\$1,372.00	\$4,319.18		\$2,947.18
303-49451-135	EE-Health Ins AFLAC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
WW Employee - 30% - Joe/Lee								
303-49452-100	Wages and Salaries	\$8,948.28	\$9,144.80	\$11,895.12	\$3,798.14	\$12,970.58	71%	\$9,172.44
303-49452-121	PERA	\$780.27	\$687.87	\$810.01	\$284.85	\$972.79	71%	\$687.94
303-49452-122	FICA	\$645.01	\$566.11	\$735.69	\$235.51	\$804.18	71%	\$568.67
303-49452-126	Medicare	\$150.89	\$132.38	\$172.09	\$55.07	\$188.07	71%	\$133.00
303-49452-131	Health Insurance	\$2,021.05	\$2,175.61	\$2,123.20	\$776.70	\$2,287.09		\$1,510.39
WW Employee - 30% - Josh								
303-49453-100	Wages and Salaries	\$0.00	\$0.00	\$3,448.80	\$2,930.93	\$11,900.71	75%	\$8,969.78
303-49453-121	PERA	\$0.00	\$0.00	\$258.67	\$219.82	\$892.55	75%	\$672.73
303-49453-122	FICA	\$0.00	\$0.00	\$213.84	\$181.72	\$737.84	75%	\$556.12
303-49453-126	Medicare	\$0.00	\$0.00	\$50.00	\$42.50	\$172.56	75%	\$130.06
303-49453-131	Health Insurance	\$0.00	\$0.00	\$971.58	\$686.65	\$2,255.02		\$1,568.37
Roads, Streets, & Highway Revenue Total:		\$90,847.00	\$102,070.85	\$102,825.85	\$1,287.95	\$138,000.00	99%	\$136,712.05
Roads, Streets, & Highway Expenditure Total:		\$96,886.24	\$92,713.52	\$130,681.86	\$64,707.85	\$149,387.26	51%	\$75,595.19
Net Total Roads, Streets, & Highway:		-\$6,039.24	\$9,357.33	-\$27,856.01	-\$63,419.90	-\$11,387.26	-537%	\$61,116.86

City of East Gull Lake Budget Worksheet

GL Account #	Account Title	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Budget	% Remaining	2019 Remaining
GOPIRFB Bond Sewer								
304-10100	Cash	-\$43,100.43	-\$54,126.63	-\$51,034.51	-\$67,142.62			
304-11500	Accounts Receivable	\$0.00	\$0.00	\$0.00	\$0.00			
304-12100	Assessments Receivable	\$89,959.00	\$71,854.00	\$71,854.00	\$71,854.00			
304-12101	ST Assessments	\$12,839.00	\$12,865.00	\$12,865.00	\$12,865.00			
304-12200	LT Assessments Receivable	\$0.00	\$0.00	\$0.00	\$0.00			
304-12201	ST Assessments Receivable	\$0.00	\$0.00	\$0.00	\$0.00			
304-12300	Accrued Interest Receivable	\$6,204.00	\$5,114.00	\$5,114.00	\$5,114.00			
304-21100	Accounts Payable	\$0.00	\$0.00	\$0.00	\$0.00			
304-21650	Accrued Interest	\$1,354.00	\$1,188.00	\$1,188.00	\$1,188.00			
304-23500	Bonds Payable	\$135,000.00	\$115,000.00	\$115,000.00	\$115,000.00			
304-24000	Bonds Issuance	\$0.00	\$0.00	\$0.00	\$0.00			
304-24500	Accum Amort - Bonds Issuance	\$0.00	\$0.00	\$0.00	\$0.00			
304-25300	Fund Balance	-\$322,327.87	-\$75,083.43	-\$84,451.63	-\$81,359.51			
304-31010	General Property Taxes	\$8,129.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
304-36100	Special Assessments	-\$0.31	\$5,144.63	\$8,104.95	\$0.00	\$20,449.53	100%	\$20,449.53
304-36210	Interest Earnings	\$656.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
304-39201	Debt Transfer	\$258,969.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
GO Bond Sewer								
304-49800-510	2015 Legacy Sewer Extension		\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
304-49800-511	Squaw Point Facility Plan		\$23,980.86	\$780.00	\$0.00	\$0.00	0%	\$0.00
304-49800-300	Professional Services	\$103.50	\$0.00	\$35.20	\$0.00	\$50.00	100%	\$50.00
304-49800-601	Bond Principal	\$0.00	\$0.00	\$15,190.50	\$15,050.00	\$15,286.50	2%	\$236.50
304-49800-611	Bond Interest	\$4,677.67	\$2,913.00	\$2,599.48	\$1,109.50	\$2,081.83	47%	\$972.33
GO Bond Sewer Revenue Total:		\$655.69	\$5,144.63	\$8,104.95	\$0.00	\$20,449.53	100%	\$20,449.53
GO Bond Sewer Expenditure Total:		\$4,781.17	\$2,913.00	\$18,605.18	\$16,159.50	\$17,418.33	7%	\$1,258.83
Net Total GO Bond Sewer:		-\$4,125.48	\$2,231.63	-\$10,500.23	-\$16,159.50	\$3,031.20	633%	\$19,190.70
GOPIRFB Bond Road								
305-10100	Cash	\$314,468.67	\$276,379.32	\$230,039.11	-\$69,599.73			
305-10101	Undeposited Funds	\$0.00	\$0.00	\$0.00	\$0.00			
305-10500	Taxes Receivable Current	\$950.00	\$2,644.00	\$2,644.00	\$2,644.00			
305-10501	Taxes Receivable Delinquent	\$0.00	\$0.00	\$0.00	\$0.00			
305-11500	Accounts Receivable	\$0.00	\$0.00	\$0.00	\$0.00			
305-12100	Assessments Receivable	\$285,136.35	\$236,709.35	\$236,709.35	\$236,709.35			
305-12305	Assessments Receivable	\$1,033.00	\$2,099.00	\$2,099.00	\$2,099.00			
305-22201	Deferred Revenue	\$285,136.00	\$236,709.00	\$236,709.00	\$236,709.00			
305-25300	Fund Balance	\$1,686,155.00	-\$316,452.02	\$281,122.67	\$234,782.46			
305-31010	General Property Taxes	\$87,113.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
305-31013	2007 Road Improvement Levy	-\$0.06	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
305-31014	2008 Road Improvement Levy	\$0.15	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
305-31015	2015 Refunding Road Imp Levy	\$0.00	\$118,844.24	\$116,196.52	\$422.20	\$115,000.00	100%	\$114,577.80
305-31017	2011 Road Improvement Levy	\$24,370.06	\$50,127.24	\$28,442.83	\$102.78	\$28,000.00	100%	\$27,897.22
305-31018	2013 Road Improvement Levy	\$52,124.54	\$60,230.21	\$70,249.60	\$256.95	\$70,000.00	100%	\$69,743.05
305-36100	Special Assessments	\$62,353.62	\$62,354.84	\$62,192.09	\$570.28	\$39,900.00	99%	\$39,329.72
305-36210	Interest Earnings	\$520.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
305-39200	Transfer In	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
305-39300	Bond Escrow	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
305-39310	GO Bond Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
GO Bond Roads								
305-49700-300	Professional Services	\$796.50	\$1,000.00	\$914.80	\$100.00	\$1,000.00	90%	\$900.00
305-49700-303	Engineer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
305-49700-350	Legal Notices Publishing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
305-49700-360	Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
305-49700-441	Administrative Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
305-49700-601	Bond Principal	\$1,507,150.00	\$270,000.00	-\$1,012,640.50	\$276,750.06	\$276,513.56	0%	-\$236.50
305-49700-611	Bond Interest	\$88,237.79	\$55,885.88	\$50,696.95	\$24,140.99	\$45,431.17	47%	\$21,290.18
GO Bond Roads Revenue Total:		\$139,368.31	\$291,556.53	\$277,081.04	\$1,352.21	\$252,900.00	99%	\$251,547.79
GO Bond Roads Expenditure Total:		\$1,596,184.29	\$326,885.88	-\$961,028.75	\$300,991.05	\$322,944.73	7%	\$21,953.68
Net Total GO Bond Roads:		-\$1,456,815.98	-\$35,329.35	\$1,238,109.79	-\$299,638.84	-\$70,044.73		\$229,594.11

City of East Gull Lake Budget Worksheet

GL Account #	Account Title	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Budget	% Remaining	2019 Remaining
Parks & Recreation								
404-10100	Cash	\$51,329.93	\$57,085.13	\$66,093.77	\$83,690.87			
404-10500	Taxes Receivable Current	\$59.00	\$207.00	\$207.00	\$207.00			
404-10501	Taxes Receivable Delinquent	\$0.00	\$0.00	\$0.00	\$0.00			
404-11500	Accounts Receivable	\$0.00	\$0.00	\$0.00	\$0.00			
404-13500	Due from other Governments	\$0.00	\$0.00	\$0.00	\$0.00			
404-21100	Accounts Payable	\$7,500.00	\$0.00	\$0.00	\$0.00			
404-25300	Fund Balance	\$44,846.37	\$43,888.93	\$57,433.13	\$66,441.77			
404-31010	General Property Taxes	\$10,179.89	\$18,035.23	\$18,106.17	\$66.10	\$18,000.00	100%	\$17,933.90
404-33400	State Grants and Aids	\$4,235.00	\$4,675.00	\$9,625.00	\$4,455.00	\$4,250.00	-5%	-\$205.00
404-32260	Park Dedication Fees	\$0.00	\$0.00	\$0.00	\$20,611.00	\$0.00	0%	\$20,611.00
404-33600	County Grants & Aids	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
404-36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
Park & Trails Committee								
404-41170-110	Other Pay	\$150.00	\$250.00	\$300.00	\$0.00	\$400.00	100%	\$400.00
Tennis Courts								
404-45126-360	Insurance	\$0.00	\$140.79	\$290.94	\$0.00	\$300.00	100%	\$300.00
404-45126-400	Tennis Court Repair/Maint	\$0.00	\$17.14	\$1,600.00	\$0.00	\$0.00	0%	\$0.00
Parks/Recreation/Trails								
404-45127-304	Legal Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
404-45127-350	Legal Notices Publishing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
404-45127-402	Patching	\$99.90	\$0.00	\$38.65	\$0.00	\$500.00	100%	\$500.00
404-45127-510	Trail Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	100%	\$10,000.00
404-45127-515	Trail Maintenance	\$10,887.43	\$4,083.10	\$9,947.94	\$0.00	\$6,000.00	100%	\$6,000.00
404-45127-810	Reimburse - Pine Beach Ski	\$4,235.00	\$4,675.00	\$6,545.00	\$7,535.00	\$4,250.00	-77%	-\$3,285.00
Parks & Recreation Revenue Total:		\$14,414.89	\$22,710.23	\$27,731.17	\$25,132.10	\$22,250.00	172%	\$38,339.90
Parks & Recreation Expenditure Total:		\$15,372.33	\$9,166.03	\$18,722.53	\$7,535.00	\$21,450.00	65%	\$13,915.00
Net Total Parks & Recreation:		-\$957.44	\$13,544.20	\$9,008.64	\$17,597.10	\$800.00	3053%	\$24,424.90

City of East Gull Lake Budget Worksheet

GL Account #	Account Title	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Budget	% Remaining	2019 Remaining
Planning & Zoning								
407-10100	Cash	\$63,319.13	\$64,074.66	\$57,884.46	\$40,073.30			
407-10500	Taxes Receivable Current	\$353.00	\$691.00	\$691.00	\$691.00			
407-10501	Taxes Receivable Delinquent	\$0.00	\$0.00	\$0.00	\$0.00			
407-11500	Accounts Receivable	\$0.00	\$0.00	\$0.00	\$0.00			
407-21100	Accounts Payable	\$0.00	\$1,350.00	\$0.00	\$0.00			
407-21200	Wages Payable	\$606.00	\$885.00	\$885.00	\$885.00			
407-25300	Fund Balance	\$60,945.08	\$63,564.13	\$62,825.66	\$57,985.46			
407-31010	General Property Taxes	\$60,569.82	\$60,387.31	\$55,401.52	\$201.93	\$55,000.00	100%	\$54,798.07
407-32200	Land Use Permits	\$15,406.00	\$15,645.00	\$15,275.00	\$4,580.00	\$18,000.00	75%	\$13,420.00
407-34103	Zoning & Subdivision Fees	\$1,840.00	\$250.00	\$3,760.00	\$250.00	\$300.00	17%	\$50.00
407-34104	Variance	\$1,200.00	\$800.00	\$1,200.00	\$0.00	\$800.00	100%	\$800.00
407-34105	Conditional Use Permit	\$4,050.00	\$2,400.00	\$500.00	\$400.00	\$800.00	50%	\$400.00
407-34107	Recording Fee	\$460.00	\$368.00	\$230.00	\$0.00	\$184.00	100%	\$184.00
407-36200	Miscellaneous Revenues	\$500.00	\$1,175.00	\$8,889.64	\$20,387.62	\$0.00	0%	-\$20,387.62
407-36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
Planning & Zoning Committee								
407-41180-110	Other Pay	\$5,800.00	\$7,042.80	\$6,450.00	\$1,400.00	\$6,000.00	77%	\$4,600.00
Administrator-50%								
407-41400-100	Wages and Salaries	\$35,604.59	\$35,612.70	\$36,297.46	\$11,489.83	\$37,487.43	69%	\$25,997.60
407-41400-121	PERA	\$2,670.37	\$2,670.98	\$2,722.23	\$861.69	\$2,811.56	69%	\$1,949.87
407-41400-122	FICA	\$2,207.42	\$2,192.42	\$2,188.42	\$712.35	\$2,324.22	69%	\$1,611.87
407-41400-126	Medicare	\$516.24	\$512.73	\$511.86	\$166.56	\$543.57	69%	\$377.01
407-41400-131	Health Insurance-ER	\$12,574.93	\$13,421.94	\$14,778.70	\$5,404.00	\$16,212.04		\$10,808.04
407-41400-330	Mileage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
Administrative Assistant-25%								
407-41900-100	Wages and Salaries	\$10,362.04	\$10,679.00	\$10,600.00	\$3,355.42	\$10,947.46	69%	\$7,592.04
407-41900-121	PERA	\$777.15	\$780.00	\$795.00	\$251.66	\$821.06	69%	\$569.40
407-41900-122	FICA	\$631.40	\$631.66	\$640.50	\$206.21	\$678.74	70%	\$472.53
407-41900-126	Medicare	\$147.61	\$147.70	\$149.84	\$48.24	\$158.74	70%	\$110.50
407-41900-131	Health Insurance-ER	\$2,956.86	\$3,071.60	\$3,388.86	\$1,239.72	\$3,789.37		\$2,549.65
407-41900-135	Health Insurance-EE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
407-41900-308	Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
Planning & Zoning								
407-41910-200	Office Supplies	\$0.00	\$0.00	\$0.00	\$124.00	\$0.00	0%	-\$124.00
407-41910-207	Zoning Ordinance	\$45.00	\$165.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
407-41910-300	Professional Services	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	100%	\$500.00
407-41910-303	Engineer	\$0.05	\$0.00	\$1,005.85	\$0.00	\$0.00	0%	\$0.00
407-41910-304	Legal Fees	\$2,904.50	\$2,169.50	\$9,311.71	\$18,175.00	\$2,000.00	-809%	-\$16,175.00
407-41910-322	Postage	\$109.79	\$110.45	\$95.75	\$50.88	\$150.00	66%	\$99.12
407-41910-331	Mileage	\$388.65	\$600.37	\$329.20	\$54.50	\$560.00	90%	\$505.50
407-41910-350	Legal Notices Publishing	\$1,097.57	\$675.69	\$275.28	\$78.65	\$800.00	90%	\$721.35
407-41910-360	Insurance	\$1,102.60	\$865.24	\$325.70	\$0.00	\$300.00	100%	\$300.00
407-41910-437	Cass County Fees	\$526.00	\$414.00	\$230.00	\$12.00	\$400.00	97%	\$388.00
407-41910-810	Refunds & Reimbursements	\$650.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
Planning & Zoning Revenue Total:		\$84,025.82	\$81,025.31	\$85,256.16	\$25,819.55	\$75,084.00	66%	\$49,264.45
Planning & Zoning Expenditure Total:		\$81,072.77	\$114,222.52	\$125,726.12	\$43,630.71	\$86,484.19	50%	\$42,853.48
Net Total Planning & Zoning:		\$2,953.05	-\$33,197.21	-\$40,469.96	-\$17,811.16	-\$11,400.19	-56%	\$6,410.97

City of East Gull Lake Budget Worksheet

GL Account #	Account Title	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Budget	% Remaining	2019 Remaining
Wastewater								
602-10100	Cash	\$111,023.77	\$145,411.35	\$136,632.65	\$178,862.32			
602-10500	Taxes Receivable Current	\$0.00	\$0.00	\$0.00	\$0.00			
602-10501	Taxes Receivable Delinquent	\$0.40	\$1,812.74	\$3,287.54	\$3,287.54			
602-11500	Accounts Receivable	\$93.44	\$4.40	\$4.40	\$104.45			
602-11501	AR - Utilities	\$118,366.70	\$119,806.23	\$122,847.29	-\$76,398.09			
602-12100	Assessments Receivable	\$138,404.00	\$130,166.00	\$130,166.00	\$130,166.00			
602-12101	ST Assessment Assessments	\$7,155.00	\$7,225.00	\$7,225.00	\$7,225.00			
602-12200	LT Assessments Receivable	\$0.00	\$0.00	\$0.00	\$0.00			
602-12201	ST Assessments Receivable	\$0.00	\$0.00	\$0.00	\$0.00			
602-12300	Accrued Interest Receivable	\$3,509.00	\$3,234.00	\$3,234.00	\$3,234.00			
602-13500	Due from other Governments	\$0.00	\$0.00	\$0.00	\$0.00			
602-15500	Prepays	\$6,128.00	\$7,002.00	\$7,002.00	\$7,002.00			
602-16000	Construction in Progress	\$0.00	\$0.00	\$0.00	\$0.00			
602-16100	Plant	\$12,337,848.00	\$12,347,280.00	\$12,347,280.00	\$12,347,280.00			
602-16200	Vehicles	\$74,990.00	\$74,990.00	\$74,990.00	\$74,990.00			
602-16300	Equipment	\$77,771.00	\$97,751.00	\$97,751.00	\$97,751.00			
602-16400	Infrastructure	\$234,672.00	\$234,672.00	\$234,672.00	\$234,672.00			
602-16600	Accumulated Depreciation	-\$5,380,683.00	\$5,722,576.00	\$5,722,576.00	\$5,722,576.00			
602-21100	Accounts Payable	\$6,796.50	\$23,736.89	\$813.00	\$264.00			
602-21105	Retainage Payable	\$0.00	\$0.00	\$0.00	\$0.00			
602-21200	Wages Payable	\$260.00	\$2,312.00	\$2,312.00	\$2,312.00			
602-21217	FICA	\$0.00	\$0.00	\$0.00	\$0.00			
602-21218	State Withholdings	\$0.00	\$0.00	\$0.00	\$0.00			
602-21601	Compensated Absences	\$1,598.00	\$1,945.00	\$1,945.00	\$1,945.00			
602-21650	Accrued Interest	\$0.00	\$0.00	\$0.00	\$0.00			
602-23000	Due to Other Funds	\$0.00	\$0.00	\$0.00	\$0.00			
602-23500	Bonds Payable	\$0.00	\$0.00	\$0.00	\$0.00			
602-25300	Fund Balance	\$7,774,750.55	\$7,576,817.56	\$7,253,770.01	\$7,258,648.43			
602-25301	Designated CapOut Fund Balance	\$42,333.17	\$55,979.25	\$69,696.82	\$83,479.45			
602-31016	Sewer Access Connection-(SAC)	\$8,177.00	\$39,700.32	\$44,571.07	\$3,200.00	\$12,800.00	75%	\$9,600.00
602-32210	Wastewater/ISTS Permits	\$750.00	\$300.00	\$300.00	\$0.00	\$300.00	100%	\$300.00
602-36100	Special Assessments	\$130,491.00	\$3,235.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
602-36101	Special Assess- 2015 Legacy	\$2,591.78	\$0.00	\$7,987.32	\$0.00	\$7,987.00	100%	\$7,987.00
602-36200	Miscellaneous Revenues	\$8,771.38	\$2,484.56	\$17,218.49	\$570.10	\$0.00	0%	-\$570.10
602-36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
602-36240	WW Bio Solids Treatment	\$27,433.86	\$24,826.26	\$24,861.24	\$1,334.00	\$20,000.00	93%	\$18,666.00
602-37200	Wastewater User Charges	\$460,361.50	\$464,622.24	\$475,975.34	\$474.60	\$494,208.00	100%	\$493,733.40
602-37216	Sewer Connection Inspection	\$50.00	\$200.00	\$300.00	\$50.00	\$100.00	50%	\$50.00
602-37217	Capital Outlay	\$13,646.08	\$13,717.57	\$13,782.63	\$15.42	\$13,440.00	100%	\$13,424.58
602-37218	CapOut Reimbursed	\$544.00	\$11,499.58	\$0.00	\$0.00	\$0.00	0%	\$0.00
602-37260	WW Penalty	\$2,295.42	\$2,006.46	\$1,928.59	\$550.77	\$1,300.00	58%	\$749.23
602-37264	WW Delinquents to County	\$6,839.57	\$1,576.16	\$1,812.34	\$0.00	\$1,500.00	100%	\$1,500.00
602-39200	Transfer In	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
Wastewater Committee								
602-41150-110	Other Pay	\$650.00	\$600.00	\$750.00	\$0.00	\$800.00	100%	\$800.00
Administrative Assistant-25%								
602-41900-100	Wages and Salaries	\$10,362.04	\$12,799.00	\$10,600.00	\$3,355.42	\$10,947.46	69%	\$7,592.04
602-41900-121	PERA	\$777.15	\$780.00	\$795.00	\$251.66	\$821.06	69%	\$569.40
602-41900-122	FICA	\$631.17	\$631.50	\$640.25	\$206.13	\$678.74	70%	\$472.61
602-41900-126	Medicare	\$147.61	\$147.69	\$149.67	\$48.19	\$158.74	70%	\$110.55
602-41900-131	Health Insurance-ER	\$2,956.74	\$3,071.48	\$3,388.74	\$1,239.68	\$3,789.37		\$2,549.69
602-41900-135	Health Insurance-EE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
602-41900-308	Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
Transfers from other Funds								
602-49360-720	Operating Transfers	\$130,000.00	\$130,000.00	\$130,000.00	\$0.00	\$130,000.00	100%	\$130,000.00

City of East Gull Lake Budget Worksheet

GL Account #	Account Title	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Budget	% Remaining	2019 Remaining
Wastewater								
602-49450-200	Office Supplies	\$346.75	\$179.24	\$200.94	\$0.00	\$500.00	100%	\$500.00
602-49450-205	Maint. Contract/Software	\$1,976.00	\$3,468.43	\$1,522.52	\$1,358.15	\$2,600.00	48%	\$1,241.85
602-49450-210	Operating Supplies	\$3,040.34	\$5,446.36	\$85.34	\$0.00	\$4,200.00	100%	\$4,200.00
602-49450-212	Gas & Oil	\$4,046.43	\$5,579.77	\$5,324.12	\$1,545.66	\$7,000.00	78%	\$5,454.34
602-49450-215	Ferric Chloride	\$6,130.90	\$6,500.06	\$6,723.35	\$0.00	\$6,800.00	100%	\$6,800.00
602-49450-220	Repair & Maint. Supplies	\$21,144.10	\$16,695.02	\$12,316.52	\$2,567.02	\$11,000.00	77%	\$8,432.98
602-49450-225	Safety Support	\$0.00	\$0.00	\$359.01	\$0.00	\$250.00	100%	\$250.00
602-49450-240	Small Tools & Minor Equip	\$3.02	\$86.59	\$792.15	\$0.00	\$750.00	100%	\$750.00
602-49450-300	Professional Services	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	100%	\$500.00
602-49450-301	Auditor - Accounting	\$6,672.50	\$5,872.50	\$5,145.00	\$225.00	\$6,000.00	96%	\$5,775.00
602-49450-303	Engineer	\$0.00	\$306.86	\$1,267.06	\$262.05	\$3,000.00	91%	\$2,737.95
602-49450-304	Legal Fees	\$150.00	\$810.00	\$0.00	\$0.00	\$500.00	100%	\$500.00
602-49450-311	Lab Services	\$12,522.00	\$13,074.00	\$13,170.00	\$3,783.00	\$15,000.00	75%	\$11,217.00
602-49450-321	Telephone & Internet	\$1,964.26	\$1,812.11	\$1,669.84	\$591.59	\$2,000.00	70%	\$1,408.41
602-49450-322	Postage	\$1,669.38	\$1,808.98	\$1,340.33	\$712.27	\$1,600.00	55%	\$887.73
602-49450-323	Cell Phone	\$2,203.81	\$2,301.45	\$2,114.26	\$820.35	\$2,100.00	61%	\$1,279.65
602-49450-350	Legal Notices Publishing	\$0.00	\$138.85	\$17.88	\$622.06	\$300.00	-107%	-\$322.06
602-49450-360	Insurance	\$12,765.92	\$13,441.96	\$14,052.19	\$0.00	\$13,800.00	100%	\$13,800.00
602-49450-381	Electric	\$65,399.36	\$62,017.29	\$59,911.70	\$20,051.06	\$60,000.00	67%	\$39,948.94
602-49450-383	Gas Utilities	\$854.75	\$999.31	\$988.47	\$645.00	\$1,200.00	46%	\$555.00
602-49450-384	Refuse Disposal	\$136.89	\$15.21	\$182.52	\$62.58	\$200.00	69%	\$137.42
602-49450-385	Sludge Removal	\$0.00	\$14,101.90	\$3,200.00	\$0.00	\$12,500.00	100%	\$12,500.00
602-49450-386	Septic Pumping - Scheduled	\$10,545.00	\$9,267.50	\$0.00	\$5,250.00	\$7,200.00	27%	\$1,950.00
602-49450-387	Septic Jetting	\$2,757.25	\$1,829.50	\$2,159.75	\$375.00	\$3,500.00	89%	\$3,125.00
602-49450-389	Septic Pumping - Emergency	\$1,295.00	\$2,380.00	\$2,745.00	\$1,860.00	\$3,500.00	47%	\$1,640.00
602-49450-400	Repair/Maint - Contractual	\$27,606.27	\$14,126.02	\$22,479.53	\$3,484.62	\$20,000.00	83%	\$16,515.38
602-49450-405	Depreciation Expense	\$340,496.00	\$341,893.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
602-49450-410	Rentals	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	100%	\$500.00
602-49450-430	Vehicle-Equipment Services	\$4,814.24	\$3,645.66	\$542.73	\$40.20	\$3,500.00	99%	\$3,459.80
602-49450-439	Licenses, Permits, Dues	\$1,545.18	\$1,450.00	\$2,102.00	\$3,335.00	\$2,000.00	-67%	-\$1,335.00
602-49450-490	Miscellaneous	\$27.17	\$50.06	\$681.67	\$32.16	\$1,000.00	97%	\$967.84
602-49450-499	Reimbursable Expenses	\$0.00	\$6,147.75	\$0.00	\$828.11	\$0.00	0%	-\$828.11
602-49450-500	Capital Outlay	\$0.00	\$0.00	\$27,393.15	\$57,052.16	\$17,480.00	-226%	-\$39,572.16
602-49450-501	CapOut Reimbursable Supplies	\$544.00	\$10,158.21	\$25,083.39	\$0.00	\$0.00	0%	\$0.00
602-49450-502	Trucks	\$0.00	\$0.00	\$31,411.40	\$0.00	\$0.00	0%	\$0.00
602-49450-503	Lawn Mower	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
602-49450-504	Lift Stations	\$491.60	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
602-49450-505	Control Panel	\$0.00	\$2,224.00	\$881.00	\$0.00	\$0.00	0%	\$0.00
602-49450-506	Pumps	\$11,758.59	\$18,679.15	\$11,519.00	\$0.00	\$12,000.00	100%	\$12,000.00
602-49450-507	Collection System	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
602-49450-508	Capital Outlay Squaw Pt Plant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
602-49450-509	Capital Outlay Pine Beach Plant	\$0.00	\$0.00	\$6,435.90	\$0.00	\$0.00	0%	\$0.00
602-49450-510	Capital Outlay-2015 Legacy	\$785.21	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
602-49450-570	Office Equip/Furnishings	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00	100%	\$250.00
602-49450-581	Replacement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
602-49450-590	Capital Outlay Designated	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
602-49450-810	Refunds & Reimbursements	\$98.89	\$0.00	\$0.00	\$0.00	\$500.00	100%	\$500.00

City of East Gull Lake Budget Worksheet

GL Account #	Account Title	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Budget	% Remaining	2019 Remaining
WW Superintendent - Joel						\$0.00		
602-49451-100	Wages and Salaries	\$52,593.39	\$53,165.02	\$55,288.03	\$16,992.26	\$56,018.81	70%	\$39,026.55
602-49451-121	PERA	\$3,944.54	\$3,987.38	\$4,146.64	\$1,274.40	\$4,201.41	70%	\$2,927.01
602-49451-122	FICA	\$3,104.19	\$3,139.40	\$3,274.24	\$1,004.33	\$3,473.17	71%	\$2,468.84
602-49451-126	Medicare	\$725.99	\$734.23	\$765.71	\$234.89	\$812.27	71%	\$577.38
602-49451-131	Health Insurance	\$14,088.92	\$14,876.25	\$15,857.12	\$5,826.64	\$17,276.70		\$11,450.06
602-49451-308	Training	\$1,835.73	\$1,035.89	\$1,129.21	\$884.04	\$0.00	0%	-\$884.04
602-49451-330	Mileage-	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
602-49451-331	Mileage	\$244.08	\$282.42	\$140.07	\$224.20	\$0.00	0%	-\$224.20
602-49451-438	Uniforms	\$305.50	\$365.95	\$390.56	\$230.92	\$0.00	0%	-\$230.92
602-49451-439	Licenses, Permits, Dues	\$0.00	\$275.00	\$0.00	\$23.00	\$0.00	0%	-\$23.00
WW Employee - Lee (Joe)								
602-49452-100	Wages and Salaries	\$40,962.80	\$39,730.52	\$40,000.70	\$9,308.11	\$30,264.70	69%	\$20,956.59
602-49452-102	Wages and Salaries Part Time	\$16,543.18	\$959.87	\$0.00	\$0.00	\$0.00	0%	\$0.00
602-49452-121	PERA	\$4,312.90	\$2,982.49	\$2,808.46	\$698.11	\$2,269.85	69%	\$1,571.74
602-49452-122	FICA	\$3,386.25	\$2,504.36	\$2,471.03	\$577.11	\$1,876.41	69%	\$1,299.30
602-49452-126	Medicare	\$791.89	\$585.72	\$577.89	\$134.96	\$438.84	69%	\$303.88
602-49452-131	Health Insurance	\$7,912.15	\$8,310.77	\$5,699.74	\$1,764.50	\$5,336.55		\$3,572.05
602-49452-308	Training	\$499.20	\$0.00	\$1,255.31	\$0.00	\$1,000.00	100%	\$1,000.00
602-49452-322	Postage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
602-49452-331	Mileage	\$86.40	\$0.00	\$81.75	\$0.00	\$0.00	0%	\$0.00
602-49452-438	Uniforms	\$444.44	\$364.70	\$518.11	\$105.48	\$400.00	74%	\$294.52
602-49452-439	Licenses, Permits, Dues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
602-49452-810	Refunds & Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
WW Employee - Josh (Cole)								
602-49453-100	Wages and Salaries	\$562.80	\$14,866.18	\$18,736.20	\$9,371.40	\$27,768.33	66%	\$18,396.93
602-49453-121	PERA	\$42.21	\$1,114.96	\$1,405.19	\$702.88	\$2,082.62	66%	\$1,379.74
602-49453-122	FICA	\$34.90	\$921.70	\$1,161.60	\$581.02	\$1,721.64	66%	\$1,140.62
602-49453-126	Medicare	\$8.16	\$215.56	\$271.66	\$135.90	\$402.64	66%	\$266.74
602-49453-131	Health Insurance	\$0.00	\$669.22	\$3,400.47	\$1,818.91	\$5,261.70		\$3,442.79
602-49453-308	Training	\$0.00	\$0.00	\$65.00	\$0.00	\$1,000.00	100%	\$1,000.00
602-49453-331	Mileage	\$0.00	\$0.00	\$81.75	\$0.00	\$0.00	0%	\$0.00
602-49453-438	Uniforms	\$0.00	\$297.13	\$657.11	\$176.87	\$400.00	56%	\$223.13
602-49453-439	Licenses, Permits, Dues	\$0.00	\$45.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
THE HARBOR PUD-WW Expenses								
602-49455-303	Engineer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
602-49455-304	Legal Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
602-49455-439	Licenses, Permits, Dues	\$310.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
Wastewater Revenue Total:		\$661,951.59	\$564,168.15	\$588,737.02	\$6,194.89	\$551,635.00	99%	\$545,440.11
Wastewater Expenditure Total:		\$501,559.14	\$524,073.13	\$570,324.93	\$162,674.05	\$532,431.01	69%	\$369,756.96
Net Total Wastewater:		\$160,392.45	\$40,095.02	\$18,412.09	-\$156,479.16	\$19,203.99	915%	\$175,683.15
Revenue Grand Totals:			\$1,502,473.67	\$1,717,620.45	\$84,783.05	\$1,620,132.53	97%	\$1,566,769.54
Expenditures Grand Totals:			\$1,295,638.02	\$483,980.11	\$674,421.33	\$1,722,353.07	60%	\$1,038,847.52
Net Grand Totals:		-\$1,011,098.33	\$277,911.65	\$1,304,716.34	-\$518,562.28	-\$102,220.54	-516%	\$527,922.02
Total Health Insurance		\$61,502.69	\$66,052.58	\$72,196.43	\$26,548.97	\$75,235.59	65%	\$48,686.62

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Administrator's Report

New Permits:

PERMIT #	PARCEL ID	LAST NAME	PROPERTY ADDRESS	DESCRIPTION	PERMIT TYPE	PERMIT FEE	
1	2019-09	87-367-0134	Finch	1239 Harbor Place	Construction of new residence	LUA	\$750.00
2	2019-10	87-376-0217	Lynch	10960 PBP Rd	Landscaping including re-do of patios/sidewalks and boulder walls in approximately the same location and size with new plantings and additional boulder wall at top of hill; no increase in impervious coverage	LUA	\$150.00
3	2019-11	87-422-0120	Freiholtz	1193 Pine Beach Rd	install 4' chain link fence around back yard with two gates	LUA	\$30.00
4	2019-12	87-347-0140	Thome	1080 Green Gables Rd	Landscaping including patio, beach, plants and turf	LUA	\$150.00
5	2019-13	87-029-3201	Cragun's Resort	11000 Cragun's Dr	construct vestibule to current marina entrance and relocate 12'x20' shed to marina area placing on existing pavement	LUA	\$250.00
6	2019-14	87-377-0330	Legacy Homes I	TBD Legacy Dr B3, L3 LEGACY VILLAGE	Construct new residence: 3 bedroom/3-car garage	LUA	\$400.00
7	2019-15	87-377-0420	Legacy Homes I	TBD Bobby's Cr B4, L2 LEGACY VILLAGE	Construct new residence: 2 bedroom/2-car garage	LUA	\$400.00
8	2019-16	87-377-0570	Legacy Homes I	TBD Dutch Cr B5, L7 LEGACY VILLAGE	Construct new residence: 3 bedroom/3-car garage - Model Home	LUA	\$400.00
9	2019-17	87-350-0130	Witte	910 Birch Ln	Shoreline restoration	LUA	\$150.00
10	2019-18	87-387-0150	Conlon	11333 Birch Is Rd	Construction of an outdoor kitchen on top paver patio, an outdoor fireplace on the lower patio, and extending a sidewalk around the side of the house	LUA	\$150.00
11	2019-19	87-376-0104	Hylton	10859 PBP Rd	Reconstruct existing shed adding second story	LUA	\$400.00
							\$3,230.00

Potential Permits:

PARCEL ID	LAST NAME	FIRST NAME	PROPERTY ADDRESS	DESCRIPTION	PERMIT TYPE	
1	87-017-2408	Villela	Denis	10408 Squaw Pt Rd	Rip-Rap; shoreline restoration	LUA
2	87-372-0151	Doerr	William	TBD Pine Beach Pen Rd	New Home Construction	LUA
3	87-357-0138	Sheer	Wally	10372 SP Rd	Add on or tear down and rebuild	LUA
4	87-379-0120	Amberg	Jean	1352 Pike Bay Rd	construct 10x12 shed	LUA
5	87-387-0250	Swanson	Jeffrey	11346 Birch Is Rd	tear down existing home & rebuild further from OHW	LUA
6						

2013 -2016 Permits Update:

PERMIT NUMBER	PARCEL ID	LAST NAME	FIRST NAME	STATUS	PERMIT TYPE	
1	2013-32	87-410-0400	Trout	Owen	only has very small amount of siding under the eaves and eave lighting	LUA
2	2014-38	87-376-0238	Deans	Thomas	10 x 10 shed yet to be built, no hurry	LUA
3	2015-43	87-016-1302	Lind	Gerald & Nanci	few railings remaining for deck	LUA
4	2016-12	87-425-0115	Wavereck	Mark & Charlene	cement slab is 1 foot to close to Line, cut it, not removed	LUA
5	2016-21	87-376-0120	Gregory	Richard	landscaping, still working on it	CUP/LUA
6	2016-22	87-343-0050	Ruttger	Jim	will be changing scope of project	LUA

Inspections/Site Visits:

PARCEL ID	LAST NAME	FIRST NAME	PROPERTY ADDRESS	COMMENTS/STATUS	DATE INSPECTED	PERMIT #	
1	87-367-0134	Finch	Brian & Pat	1239 Harbor Place	check foundation build and dirt work in wetland area	04/09/19	2019-09
2	87-367-0202	BB & MH	Barratto Bros.	1282 Harbor Pl	check on progress	04/09/19	2018-76
3	87-367-0208	Lakes Area	Dave Mernin	1214 Harbor Pl	Check on driveway construction weight limits	04/11/19	2018-39
4	87-017-2405	Ernie's		10424 Squaw Point Rd	review progress on remodel	04/09/19	2019-03
5	87-360-0100	Anderson	Cliff	01378 Hillview Forest	New culverts too high, not draining water	04/09/19	n/a
6	87-347-0140	Thome	Scott	1080 Green Gables Rd	Pics of progress and No well, road restrictions	04/11/19	2018-37
7	87-028-2301	Craguns		11402 EGL Dr	top soil coming off North end	04/16/19	2018-34
8	87-387-0250	Swanson	Jeffrey	11346 Birch Is Rd	review with designer plan to tear down and rebuild	04/16/19	n/a
9	87-350-0130	Witte	Matthew	910 Birch Ln	check on materials at site for Shoreline	04/16/19	2019-17
10	87-028-2301	Craguns		11402 EGL Dr	Pipe delivered, well being dug, Mechanical going up	04/17/19	2018-34
11	87-016-2113	Echternacht	Jean	10436 Shady Ln	reviewed project, saw inside Bedroom and utility area	04/19/19	2018-50
12	87-347-0140	Thome	Scott	1080 Green Gables Rd	see boathouse plan and rebuild, measure height	04/19/19	2018-37
13	87-017-2405	Ernie's		10424 Squaw Point Rd	review progress on remodel, open bar today, outside to do	04/22/19	2019-03
14	87-353-0030	Darko	Bruce	1318 Green Gables	complaint on neighbors junk and dead trees	04/22/19	n/a
15	87-379-0040	Funk	John & Cheryl	1388 Pike Bay Rd	cabin is being stripped down to original	04/23/19	2018-71
16	87-030-1403	Craguns Resort		11000 Cragun Dr	should be ready by Mid May Eric says	04/23/19	2018-70
17	87-367-0144	BB & MH	Barratto Bros.	1219 Harbor Pl	driveway base installed	04/23/19	2018-38
18	87-367-0202	BB & MH	Barratto Bros.	1282 Harbor Pl	driveway base installed	04/23/19	2018-76
19	87-357-0255	Leonard	Bob	1248 Green Gables Rd	Outside almost done, Landscape left after Road Restrict	04/23/19	2017-59
20	87-347-0100	Spalj	JR & Jane	1100 Green Gables Rd	Stormwater looks good, awaiting gutter cleaning	04/23/19	2017-19
21	87-350-0130	Witte	Matthew	910 Birch Ln	75% done, needs topsoil, Shoreline looks finished	04/23/19	2019-17
22	87-028-1201	Kraemer	Glen	11270 Leewood Ln	shed done, needs driveway	04/23/19	2018-73
23	87-029-1414	Hoffmann	Scott	28.4 Acres no address	Cleaning up wood from blowdown	04/23/19	n/a



City of East Gull Lake

Staff Report

To: Mayor & City Council

Prepared by: Administrative Assistant Schack

Date: May 7, 2019

Agenda Item: 8a

Subject: MRWA Presentation – Mike Bubany/ David Drown & Associates
Lift Station #5 Financing

Report:

Council Action Requested:

City staff is recommending acceptance of David Drown Associates, Inc from MRWA as municipal advisor to the City of East Gull for financing of the Lift Station #5 reconstruction.



March 26, 2019

ENGAGEMENT LETTER

City Council
Rob Mason, Administrator
City of East Gull Lake
10790 Squaw Point Road
East Gull Lake MN 56401-3088

RE: Municipal Advisor

Dear Council Members and Mr. Mason:

We are writing this letter as required under the new Municipal Advisor rules of the Municipal Securities Rulemaking Board (the "MSRB") and the Securities and Exchange Commission (the "SEC.") As a registered municipal advisor working with you, we are required to provide a written description of our advisory relationship and to make certain other disclosures.

Our Role as Municipal Advisor

As your municipal advisor, we are held to the very highest standard of loyalty and care with an **explicit fiduciary duty** to act in your best interests. This means several important things:

- We have a duty to exercise due care in performing municipal advisory activities.
- We have a duty of loyalty, requiring us to act in your best interest without regard to our own financial or other interests.
- We must have the knowledge and expertise needed to provide you with informed advice.
- We have a duty understand you and your specific situation and to follow your directions, so our advice is suitable for you.
- We are required to make reasonable inquiries and investigations as to the facts supporting our recommendations and work products.
- We have a duty to discuss with you material risks, benefits, and alternatives we considered when determining what might serve your interests best.

Disclosure of Conflicts of Interest

A municipal advisor may not legally provide advice if certain **unmanageable conflicts** exist, such as providing financial advice and then purchasing related securities or engaging in kickback arrangements. Other *potential, yet manageable* conflicts of interest must be disclosed to you in writing, with sufficient detail and explanations of how we intend to manage or mitigate each conflict. There are several potential conflicts of interest that may apply to our engagement with you:

Compensation. All forms of compensation are viewed to represent a potential conflict of interest by the MRSB. Our Standard Fee Schedule incorporates several forms of compensation:

- **Fixed Fee.** This form of compensation represents a potential conflict of interest because, if the transaction requires more work than originally contemplated, the financial advisor may suffer a loss. Thus, the advisor may recommend less time-consuming alternatives or fail to do a full analysis of alternatives.

- **Fee Based upon Principal Amount.** This form of compensation presents a conflict of interest because the advisor may have an incentive to advise the client to increase the size of the securities issue for the purpose of increasing the advisor's compensation.
- **Hourly Fee.** An hourly fee form of compensation presents a potential conflict of interest if the client and advisor do not agree on a reasonable maximum amount at the outset of each engagement, because the advisor does not have a financial incentive to recommend alternatives that would result in fewer hours worked.
- **Contingent Fee.** This form of compensation presents a potential conflict of interest because the advisor may have an incentive to recommend unnecessary financings or financings that are disadvantageous to the client. When facts or circumstances arise that could cause the financing to be delayed or fail to close, an advisor may have an incentive to discourage a full consideration of such facts and circumstances.

Our plan to mitigate conflicts of interest regarding compensation is to assure our standard fees reasonably reflect the expected costs of standard services, and to avoid a transaction-based relationship with our clients such that compensation on any one transaction is of secondary importance to maintaining a long-term relationship.

Executive Search Services. David Drown Associates, Inc. provides executive search services to units of government in Minnesota. In situations where an administrator was hired through our recruitment efforts and/or recommendations, we may be in a position to unduly influence that administrator's financial judgments or future decisions.

We have mitigated this conflict by instituting procedures which require review and approval by another senior level advisor of all written recommendations.

MN Rural Water Association. David Drown Associates, Inc. serves as the financial advisor MRWA's MIDI, MICRO and Interim Funding Programs. In that capacity, we process loan requests and serve as municipal advisor to borrowers seeking to utilize these funding programs. This relationship with MRWA represents a potential conflict of interest in that we have an incentive to recommend the use of these funding programs and to exclude due consideration of other options or alternatives.

We have mitigated this conflict of interest by agreement with MRWA that we will not process loans where other financing mechanisms are clearly superior, and we maintain internal procedures that explicitly include a review of other funding options before acting upon a loan request.

Scope of Service & Compensation

It is our intention for this Letter of Engagement to evidence a general, long-term relationship with you, as opposed to a relationship that is specific to only one transaction. We provide you a full range of customary financial advisory services without exclusion or limitation and will honor our fiduciary duties to you in all aspects of our work. In cases where either of us wishes to the limit the scope of our engagement – for example, where you have already reached a decision on a particular financing, or where we lack availability or expertise in a specific area – we will address this limitation by supplemental, written communication to you.

All compensation will be based upon the rates shown on the attached Standard Fee Schedule.

For Professionals seeking the “Issuer has hired an independent municipal advisor exemption”

Professionals such as attorneys, engineers and accountants and underwriters provide you with financial advice from time to time. To guard against being considered an unregistered municipal advisor, these professionals may ask you to confirm in writing that you are represented by and will rely on the advice of an *independent registered municipal advisor*.

David Drown Associates, Inc. hereby certifies we are a registered municipal advisor in good standing, with no associations or affiliations that will reasonably affect our independent judgment in evaluating proposals or advice you may receive from us or from other entities.

If the City is asked to provide written confirmation that the City has an independent registered municipal advisor, we suggest the following written response:

RE: Designation of Independent Registered Municipal Advisor

The City of East Gull Lake has retained David Drown Associates, Inc. as our registered independent municipal advisor. Your firm provides or seeks to provide professional services and advice to the City with regard to the following project:

(insert general description of the project or transaction)

The City of East Gull Lake is represented by and will rely upon the financial advice of David Drown Associates, Inc. with regard to this project or transaction. You are authorized and directed to copy David Drown Associates, Inc. on all communications with the City having to do with financial matters.

You are reminded of your requirement to provide a written disclosure to both the City and to David Drown Associates, Inc. that, because the City is represented by a registered independent municipal advisor, your firm is not subject to the fiduciary duty established in Section 15B(c)(1) of the Exchange Act with respect to the municipal financial product or issuance of municipal securities.

I would be happy to discuss any aspect of this letter and MSRB rules with you at your convenience.

Respectfully Submitted,



Mike Bubany, Associate
David Drown Associates, Inc.
mike@daviddrown.com

Acknowledgement

The undersigned hereby acknowledges receipt of this disclosure and that the governing board has been given the opportunity to raise questions and discuss the foregoing matters with the advisor.

City of East Gull Lake, Minnesota

City Administrator

Date

STANDARD FEE SCHEDULE

January 1, 2018

General Obligation Bond Issues:

<u>Principal Amount</u>	<u>Fiscal Fee</u>
0 to \$250,000	7,000
\$250,000 to \$500,000	8,500
\$501,000 to 1,000,000	10,500
\$1,000,000 to 2,000,000	14,000
\$2 to \$3 million	16,000
\$3 to \$4 million	18,000
\$4 to \$5 million	20,000
Over \$5 million	20,000 plus \$1,000 per million

Fees are for a single G.O. bond issue. Fees for multiple issues sold concurrently are based on combined principal amount plus \$2,000 per additional issue. Client is responsible for other costs of issuance including but not limited to bond counsel, pay agent, rating agency, underwriter's fee, certificate fees and out-of-pocket expenses.

Advance Refunding, Revenue and Lease-Purchase Financings:

For advance/crossover refunding, add \$2,000 per issue for technical analysis. Revenue bonds or lease-purchase transactions are generally charged 125% of above rates.

Tax Increment Finance/Tax Abatement Projects/TIF Reporting:

Standard fee to research, draft, process, and certify a TIF plan is \$5,500. Fees for redevelopment districts are generally \$1,000 to \$2,500 higher, depending upon the numbers of parcels involved. Basic fee to negotiate the terms of a development agreement is \$1,500. Annual TIF report fee is \$1,000 plus \$500 for each TIF District. Standard fee to process a Tax Abatement project is \$3,500. The client shall be responsible for out of pocket expenses and expenses of other professionals, such as bond counsel and building inspection.

Continuing Disclosure:

Full Disclosure: Annual fee is \$1,250 per year for each class of issues (G.O. bonds are one class) plus \$250 for each bond issue within that class up to an annual maximum of \$2,500 per class. The annual fee is waived if the Client has a recent Official Statement containing required information. Client is responsible for costs of a county auditor certificate, if required.

"Limited" Disclosure and/or Significant Event Reporting: Annual fee of \$250 per issue capped at \$600 for the filing of Audited Financial Statements with MSR/EMMA.

Hourly Service Rates:

	<u>Hourly Rate</u>
Principal	\$200
Senior Advisor	150
Associate	100
Clerical	50

Expenses: Actual cost, except mileage is billed at Federal Mileage Rate



DDA

David Drown Associates, Inc.
Public Finance Advisors

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



City of East Gull Lake

Staff Report

To: Mayor & City Council

Prepared by: Administrative Assistant Schack

Date: May 7, 2019

Agenda Item: 8b

Subject: Sale of City Truck

Report:

Council Action Requested:

City staff is recommending approval of the sale of the 2001 Dodge Pickup Truck with snow plow for the successful bid of \$2,300.00

- *Three responses and one other bid of \$2,250.00*
- *Signed title and documentation will be provided when payment is received*
- *Insurance policy from LMCIT for the vehicle will be canceled upon transfer of title*



City of East Gull Lake

Staff Report

To: Mayor & City Council

Prepared by: Kathy Schack

Date: May 7, 2019

Agenda Item: 14a

Subject: Resolution 05:01-19
Gambling Permit – Raffle at Cragun's Resort

Report:

Council Action Requested:

TEAM Foundation is requesting a gambling permit be approved for a raffle to be held on July 25, 2019 at Cragun's Resort.



RESOLUTION 05:01-19

RESOLUTION GRANTING A RAFFLE LICENSE WITHIN THE CITY OF EAST GULL LAKE

WHEREAS, the TEAM Foundation requested from the City of East Gull Lake permission for conducting a raffle booth within the City.

NOW, THEREFORE, BE IT RESOLVED by the City of East Gull Lake, County of Cass, and State of Minnesota, to grant permission for the TEAM Foundation to conduct a raffle booth at Cragun's Resort on July 25, 2019.

WHEREUPON said resolution was declared duly approved and adopted on the 7th day of May, 2019 and was signed by the Mayor and attested to by the City Administrator.

Dave Kavanaugh, Mayor

Rob Mason, City Administrator



City of East Gull Lake

Staff Report

To: Mayor & City Council

Prepared by: Administrative Assistant Schack

Date: May 7, 2019

Agenda Item: 14c

Subject: Resolution 05:02-19
Airport M&O Grant Contract

Report:

Council Action Requested:

City staff is recommending approval of Resolution 05:02-19: authorization to execute MN Contract #1033479: "Airport Maintenance and Operation Grant Contract" at the City of East Gull Lake Airport and that the Mayor and City Administrator are authorized to execute this Contract and any amendments on behalf of the City of East Gull Lake.

RESOLUTION

**AUTHORIZATION TO EXECUTE
MINNESOTA DEPARTMENT OF TRANSPORTATION
AIRPORT MAINTENANCE AND OPERATION GRANT CONTRACT**

It is resolved by the **City of East Gull Lake** as follows:

1. That the state of Minnesota Contract Number **1033479**, "Airport Maintenance and Operation Grant Contract," at the **East Gull Lake Airport** is accepted.

2. That the Mayor and City Administrator are authorized to execute this Contract and any amendments on behalf of the **City of East Gull Lake**.

CERTIFICATION

STATE OF MINNESOTA
COUNTY OF CASS

I certify that the above Resolution is a true and correct copy of the Resolution adopted by the City of East Gull Lake at an authorized meeting held on the 5th day of May, 2019 as shown by the minutes of the meeting in my possession.

Signature: _____
City Administrator

CORPORATE SEAL

STATE OF MINNESOTA
AIRPORT MAINTENANCE AND OPERATION GRANT CONTRACT

State Project Number (S.P.): A1111-MO20

State Project Number (S.P.): A1111-MO21

This contract is between the State of Minnesota, acting through its Commissioner of Transportation (“State”) and City of East Gull Lake acting through its East Gull Lake City Council (“Recipient”).

RECITALS

1. Minnesota Statutes §§360.015 and 360.305 authorize State to provide financial assistance to airports for maintenance and operation activities.
2. Recipient owns, operates, or controls an airport (“Airport”) in the state system, and Recipient desires financial assistance from the State for maintenance and operation activities for State Fiscal Year 2020 and State Fiscal Year 2021.
3. Recipient represents that it is duly qualified and agrees to perform all services described in this contract to the satisfaction of the State.

CONTRACT TERMS

1. Term of Contract and Survival of Terms

- 1.1. **Effective Date:** This contract will be effective on July 1, 2019, or the date State obtains all required signatures under Minnesota Statutes §16B.98, subdivision 5, whichever is later. As required by Minnesota Statutes §16B.98 Subd. 7, no payments will be made to Recipient until this contract is fully executed.
- 1.2. **Expiration Date:** This contract will expire on June 30, 2021.
- 1.3. **Survival of Terms:** All clauses which impose obligations continuing in their nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this contract, including, without limitation, the following clauses: 9. Indemnification; 10. State Audits; 11. Government Data Practices; 13. Governing Law, Jurisdiction and Venue; and 14. Data Disclosure.

2. Recipient’s Duties

- 2.1. Recipient will operate and maintain the Airport in a safe, serviceable manner for aeronautical purposes only for the use and benefit of the public.
- 2.2. The Recipient will keep the runway and the area around the lights mowed at the Airport. The grass must be mowed at least 7 feet beyond the lights, and the grass must not exceed 6 inches in height on the landing area. The areas around any navigational aids will be mowed and plowed to keep the area clear for access by a vehicle.
- 2.3. If the Airport remains operational during the winter months, the Recipient will keep at least one runway, associated taxiway, and apron area cleared of snow and ice to the same priority as arterial roads. Snow banks must be limited in height so that aircraft wings, engines, and propellers will clear them. Landing strip markers and/or lights must remain visible.

- 2.4. If the State contracts for the periodic paint striping of the Airport's runways and taxiways during the term of this Contract, the Recipient will cooperate with the marking operation. The Recipient must coordinate seal coat pavement maintenance projects with the State to maximize the pavement marking life.
- 2.5. The Recipient will allow a representative of the State's Office of Aeronautics access to any area of the Airport necessary for the purpose of periodic inspections.
- 2.6. The Recipient will promptly pay all utility bills, including those required for navigational aids.

3. Recipient's Assurances

- 3.1. In accordance with Minnesota Statutes § 360.305, subdivision 4, Recipient assures the State that Recipient will operate and maintain the Airport in a safe, serviceable manner for public aeronautical purposes only for a period of one year from the date the Recipient receives final reimbursement under this contract.
- 3.2. Recipient represents and warrants that Recipient has established a zoning authority for the Airport, and such authority has completed, or is in the process of and will complete, with due diligence, an airport zoning ordinance in accordance with Minnesota Statutes §§ 360.061 to 360.074.
- 3.3. Recipient will comply with all required grants management policies and procedures set forth through Minnesota Statutes §16B.97, Subd. 4 (a) (1).

4. Third-Party Contracting

- 4.1. Recipient will comply with all applicable local, state, or federal laws, regulations, policies and procedures in the procurement of goods and services funded in whole or in part under this Contract.

5. Consideration and Payment

- 5.1. **Consideration.** State will pay for all eligible telecommunication, maintenance, and operation costs incurred by Recipient under this Contract as follows:
 - 5.1.1. **Basis.** Recipient will be reimbursed for 100% of telecommunication costs associated with the operation of state-owned navigational aids. Recipient will be paid for 75% of all other eligible maintenance and operation costs not reimbursed by any other source. Eligible maintenance and operations costs will be determined at the sole discretion of State's Authorized Representative.
 - 5.1.2. **Telecommunication Amount.** State has currently obligated \$0.00 in each State fiscal year to reimburse eligible telecommunication costs at 100%.
 - 5.1.3. **Maintenance and Operation Amount.** State has currently obligated \$4,444 in each State fiscal year to reimburse other eligible costs at 75%.
 - 5.1.4. **Total Obligation.** The total obligation of State for all compensation and reimbursements to Recipient under this contract will not exceed \$8,888 (State fiscal years 2020 and 2021).
- 5.2. **Payment.**
 - 5.2.1. **Invoices.** The Recipient must submit a reimbursement request of its eligible costs to the Director of the Office of Aeronautics on a quarterly basis or as directed by State's Authorized Representative. The State's Office of Aeronautics will supply the reimbursement request forms which Recipient must submit. Reimbursement requests must be submitted according to the following schedule:
 - On or after October 1, **and no later than November 15**, for the period July 1 through September 30.
 - On or after January 1, **and no later than February 15**, for the period October 1 through December 31.
 - On or after April 1, **and no later than May 15**, for the period January 1 through March 31.
 - On or after July 1, **and no later than August 15**, for the period April 1 through June 30.The State may reject costs that the State determines are not eligible maintenance and operations expenses.
 - 5.2.2. **All Invoices Subject to Audit.** All invoices are subject to audit, at State's discretion.

- 5.2.3. **State's Payment Requirements.** State will promptly pay all valid obligations under this contract as required by Minnesota Statutes §16A.124. State will make undisputed payments no later than 30 days after receiving Recipient's invoices and progress reports for services performed. If an invoice is incorrect, defective or otherwise improper, State will notify Recipient within ten days of discovering the error. After State receives the corrected invoice, State will pay Recipient within 30 days of receipt of such invoice.
- 5.2.4. **Grant Monitoring Visit and Financial Reconciliation.** If State's total obligation is greater than \$50,000 in section 5.1.4, above, during the period of performance the State will make at least one monitoring visit and conduct annual financial reconciliations of Recipient's expenditures. The State's Authorized Representative will notify Recipient's Authorized Representative where and when any monitoring visit and financial reconciliation will take place, which State employees and/or contractors will participate, and which Recipient staff members should be present. Recipient will be provided notice prior to any monitoring visit or financial reconciliation. Following a monitoring visit or financial reconciliation, Recipient will take timely and appropriate action on all deficiencies identified by State. At least one monitoring visit and one financial reconciliation must be completed prior to final payment being made to Recipient.
- 5.2.5. **Closeout.** The State will determine, at its sole discretion, whether a closeout audit is required prior to final payment approval. If a closeout audit is required, final payment will be held until the audit has been completed. Monitoring of any capital assets acquired with grant funds will continue following grant closeout.

6. Conditions of Payment

- 6.1. All services provided by Recipient under this contract must be performed to State's satisfaction, as determined at the sole discretion of State's Authorized Representative and in accordance with all applicable federal, state and local laws, ordinances, rules and regulations, including business registration requirements of the Office of the Secretary of State. Recipient will not receive payment for work found by State to be unsatisfactory or performed in violation of federal, state or local law. In addition to the foregoing, Recipient will not receive payment for Airport's failure to pass periodic inspections by a representative of the State's Office of Aeronautics.

7. Authorized Representatives

- 7.1. **State's Authorized Representative.** State's Authorized Representative will be:

Name/Title: Jenny Bahneman, Grants Specialist
Address: Office of Aeronautics, 222 East Plato Boulevard
Telephone: (651) 234-7240
E-Mail: jenny.bahneman@state.mn.us

State's Authorized Representative or his /her successor, will monitor Recipient's performance and has the authority to accept or reject the services provided under this contract. If the Recipient's duties are performed in a satisfactory manner, the State's Authorized Representative will accept each reimbursement request submitted for payment.

- 7.2. **Recipient's Authorized Representative.** Recipient's Authorized Representative will be:

Name/Title: Rob Mason, City Administrator/Planning and Zoning Administrator
Address: 10790 Squaw Point Road, East Gull Lake, MN 56401
Telephone: (218) 828-9279
E-Mail: rob@eastgulllake.us

If Recipient's Authorized Representative changes at any time during this contract, Recipient must immediately notify State.

8. Assignment, Amendments, Waiver and Contract Complete

- 8.1. **Assignment.** Recipient may neither assign nor transfer any rights or obligations under this contract without the prior consent of State and a fully executed Assignment Contract, executed and approved by the same parties who executed and approved this contract, or their successors in office.
- 8.2. **Amendments.** An amendment to this contract must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original contract, or their successors in office.
- 8.3. **Waiver.** If State fails to enforce any provision of this contract that failure does not waive the provision or State's right to subsequently enforce it.
- 8.4. **Contract Complete.** This contract contains all prior negotiations and agreements between State and Recipient. No other prior understanding regarding this contract, whether written or oral, may be used to bind either party.

9. Indemnification

- 9.1. In the performance of this contract by Recipient, or Recipient's agents or employees, Recipient must indemnify, save and hold State, its agents, and employees harmless from any and all claims or causes of action, including reasonable attorney's fees incurred by State, to the extent caused by Recipient's: 1) intentional, willful or negligent acts or omissions; 2) breach of contract or warranty; or 3) breach of the applicable standard of care. The indemnification obligations of this section do not apply if the claim or cause of action is the result of State's sole negligence. This clause will not be construed to bar any legal remedies Recipient may have for State's failure to fulfill its obligation pursuant to this contract.

10. State Audits

- 10.1. Under Minnesota Statutes § 16B.98, Subd.8, the Recipient's books, records, documents, and accounting procedures and practices of Recipient, or other party relevant to this grant contract or transaction, are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this contract or receipt and approval of all final reports, whichever is later. Recipient will take timely and appropriate action on all deficiencies identified by an audit.

11. Government Data Practices

- 11.1. Recipient and State must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by State under this contract, and as it applies to all data created, collected, received, stored, used, maintained or disseminated by Recipient under this contract. The civil remedies of Minnesota Statutes §13.08 apply to the release of the data referred to in this clause by either Recipient or State. If Recipient receives a request to release the data referred to in this Clause, Recipient must immediately notify State and consult with State as to how Recipient should respond to the request. Recipient's response to the request must comply with applicable law.

12. Workers' Compensation

- 12.1. Recipient certifies that it is in compliance with Minnesota Statutes §176.181, subdivision 2, pertaining to workers' compensation insurance coverage. Recipient's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

13. Governing Law, Jurisdiction and Venue

- 13.1. Minnesota law, without regard to its choice-of-law provisions, governs this contract. Venue for all legal proceedings arising out of this contract, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14. Data Disclosure

- 14.1. Under Minnesota Statutes §270C.65, and other applicable law, Recipient consents to disclosure of its social security number, federal employer tax identification number and Minnesota tax identification number, already provided to State, to federal and state agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state laws which could result in

action requiring Recipient to file state tax returns and pay delinquent state tax liabilities, if any, or pay other state liabilities.

15. Termination and Suspension

- 15.1. **Termination by the State.** The State may terminate this contract with or without cause, upon 30 days written notice to the Recipient. Upon termination, the Recipient will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.
- 15.2. **Termination for Cause.** The State may immediately terminate this grant contract if the State finds that there has been a failure to comply with the provisions of this contract, that reasonable progress has not been made, that fraudulent or wasteful activity has occurred, that Recipient has been convicted of a criminal offense relating to a state grant agreement, or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.
- 15.3. **Termination for Insufficient Funding.** The State may immediately terminate this contract if: It does not obtain funding from the Minnesota Legislature; or If funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Recipient. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Recipient will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the contract is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State will provide the Recipient notice of the lack of funding within a reasonable time of the State's receiving that notice.
- 15.4. **Suspension.** The State may immediately suspend this contract in the event of a total or partial government shutdown due to the failure to have an approved budget by the legal deadline. Work performed by the Recipient during a period of suspension will be deemed unauthorized and undertaken at risk of non-payment.

16. Discrimination Prohibited by Minnesota Statutes §181.59

- 16.1. Recipient will comply with the provisions of Minnesota Statutes §181.59 which requires that every contract for or on behalf of the State of Minnesota, or any county, city, town, township, school, school district or any other district in the state, for materials, supplies or construction will contain provisions by which Contractor agrees: 1) That, in the hiring of common or skilled labor for the performance of any work under any contract, or any subcontract, no Contractor, material supplier or vendor, will, by reason of race, creed or color, discriminate against the person or persons who are citizens of the United States or resident aliens who are qualified and available to perform the work to which the employment relates; 2) That no Contractor, material supplier, or vendor, will, in any manner, discriminate against, or intimidate, or prevent the employment of any person or persons identified in clause 1 of this section, or on being hired, prevent or conspire to prevent, the person or persons from the performance of work under any contract on account of race, creed or color; 3) That a violation of this section is a misdemeanor; and 4) That this contract may be canceled or terminated by the state of Minnesota, or any county, city, town, township, school, school district or any other person authorized to grant contracts for employment, and all money due, or to become due under the contract, may be forfeited for a second or any subsequent violation of the terms or conditions of this contract.

17. Limitation.

- 17.1. Under this contract, the State is only responsible for disbursing funds. Nothing in this contract will be construed to make the State a principal, co-principal, partner, or joint venturer with respect to the Project(s) covered herein. The State may provide technical advice and assistance as requested by the Recipient, however, the Recipient will remain responsible for providing direction to its contractors and consultants and for administering its contracts with such entities. The Recipient's consultants and contractors are not intended to be third party beneficiaries of this contract.

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STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minnesota Statutes §16A.15 and §16C.05.*

Signed: _____

Date: _____

SWIFT Contract (SC) ID No. _____

Purchase Order (PO) ID No. _____

*PO staged and to be encumbered with future State fiscal year funds.

RECIPIENT

Recipient certifies that the appropriate person(s) have executed Contracts on behalf of Recipient as required by applicable articles, bylaws or resolutions.

By: _____

Title: City Administrator

Date: May 7, 2019

By: _____

Title: Mayor

Date: May 7, 2019

DEPARTMENT OF TRANSPORTATION

By: _____
(with delegated authority)

Title: _____

Date: _____

MnDOT OFFICE OF FINANCIAL MANAGEMENT – GRANT UNIT

By: _____

Date: _____

MnDOT CONTRACT MANAGEMENT

By: _____

Date: _____



City Of East Gull Lake
10790 Squaw Point Road
East Gull Lake, MN 56401
218-828-9279

City of East Gull Lake

Staff Report

To: Mayor & City Council

Prepared by: Administrative Assistant Schack

Date: May 7, 2019

Agenda Item: 14d

Subject: Spring Newsletter

Report:

City of East Gull Lake Spring Newsletter to be published by June 1, 2019

List of articles:

- *Gull Lake Trail Progress*
- *Bridge Closure and New Route with New Bridge*
- *Legacy Village*
- *Fishing Park by Channel*
- *Land Trade*
- *Closing North Wastewater Plant*
- *New Employees*