
CITY OF EAST GULL LAKE

CITY COUNCIL MEETING

MEETING PACKET FOR THE

March 1, 2016

REGULARLY SCHEDULED MEETING



**Green Trees
Blue Water
Great People**

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**CITY OF EAST GULL LAKE
REGULAR SESSION
AGENDA
Tuesday, March 01, 2016
4:00 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. February 29, 2016 City Council Meeting Minutes
 - 5b. Financial Report
 - January, 2016 bank statement
 - Monthly Budget Report and Delinquent WW Customers Report
 - February, 2016 Check Register
 - Approve February, 2016 claims 18994 to 19021 for total amount of \$42,115.89
- 6. Open Forum****

None
- 7. Planning & Zoning**
 - 7a. Planning Commission Report
 - 7b. CUP 2016-05 – Gary Lorenz property, 1506 Sunset View Rd
- 8. Wastewater & Roads Report**
 - 8a. SEH – North Plant Facility Plan (Squaw Point/Gull Point Wastewater Facility)
- 9. Public Safety**

No Report
- 10. Parks and Trails**

No Report
- 11. Personnel Committee**

No Report
- 12. Budget Committee**

No Report
- 13. Mayor’s Report**
- 14. City Administrator**
 - 14a. Resolution 03:01-16 – Airport Maintenance & Operation Grant
 - 14b. Board of Appeal and Equalization (BOAE) meeting – April 21, 2016

15. Old Business

None

16. New Business

None

17. Announce Next Regular Sessions of City Council/Other Meetings

Planning and Zoning MeetingTuesday, March 29, 2016 at 6:30pm
City Council Meeting Friday, April 01, 2016 at 6:30pm
Wastewater & Road Committee Meeting..... Wednesday, May 18, 2016 at 3:00pm

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
February 2, 2016
6:30 PM**

Mayor Kavanaugh called the February 2, 2016 regular Council meeting to order at 6:30 PM
The pledge of allegiance was recited.

ROLL CALL

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

Absent: Councilor Lang

Audience: Bret Mattheisen

ADOPTION OF AGENDA

4a. Additions:

- 8c SEH Feasibility Study – North/Squaw Point WW plant
- 14c Spring Newsletter
- 14d Clean-up of City property by Cragun's
March Meeting Schedule change

4b. Deletions: None

M/S/P, all ayes, Hoffmann, Demgen, to approve the agenda as presented

ADOPTION OF CONSENT AGENDA

M/S/P, all ayes, Councilors Demgen, Ruttger; to approve the following Consent Agenda items:

- 5a. January 5, 2016 City Council Meeting Minutes
- 5b. Financial Report
 - December, 2015 bank statement
 - Monthly Budget Report, Trial Balance, Delinquent WW Customers Report
- 5c. January, 2016 Check Register
 - Approved January, 2016 claims 18967 to 18993 for total amount of \$362,645.59

OPEN FORUM**

6a. Pillager Fire representative

- Mr. Mattheisen addressed the Council regarding the budget for 2017 for the Pillager Fire Association.
- Administrator Mason showed the current contract for 2015-2016.
- Mr. Mattheisen stated they responded to 26 calls for 2015, noting that there were some medical responses due to some confusion in the beginning of the service.
- Mayor Kavanaugh discussed the first responders in East Gull Lake and noted that they have been struggling to get enough members to cover the City. Mr. Mattheisen stated that they could add medical response to the contract, but Mayor Kavanaugh noted that the issue is a timing problem.
- Mayor Kavanaugh stated that the process should be started for the 2017-2018 coverage as there was nothing but positive comments over the last year regarding the services from the fire association.
- Mr. Mattheisen stated that the fire association is considering charging \$50.00 per address within in the City along with a certain main fee.
- Mayor Kavanaugh asked how the association wants to proceed.

- Building a fire hall within the City limits was discussed. It was noted that it probably not cost effective for the City to have a fire hall. Mr. Mattheisen asked if they could get enough man power to be interested, would the City then be interested in putting up a fire hall. It was noted that it would be a possibility but not probable.
- Mayor Kavanaugh stated that the City should start the negotiations for the contract for 2017. Mr. Mattheisen stated that if the Mayor wanted to, he could come to one of the meetings to discuss the contract and then bring it to the City Council.

PLANNING & ZONING

7a. Commission Chair and Administrator's Report

Chair Buxton addressed the Council regarding the Planning Commission meeting held on January 26, 2016. He noted that appointments were made. He noted that Section IV of the Comprehensive Plan was still being discussed and he noted that the plan will probably not be ready for approval by May 2016.

Administrator Mason noted that the DNR TEP council will be meeting at City Hall on February 8th at 10am to discuss the Harstad property.

7b. CUP 2016-02: Donnie Berg property

Donnie Berg is excavating two areas to create duck and wildlife ponds because he lost most of his trees during the storm. Chair Buxton informed the Council of the details of the project and Administrator Mason showed photos.

M/S/P, all ayes, Councilors Hoffmann, Ruttger to approve Conditional Use Permit 2016-02 for Donnie Berg subject to the findings and conditions in the staff report.

WASTEWATER & ROAD REPORT

8a. RESOLUTION 02:01-16 – Increase in Sewer Charges

Mayor Kavanaugh called for a motion the increase the wastewater base charge as recommended by the wastewater committee.

Ayes by roll call vote: Councilors Ruttger, Hoffmann, Ruttger, Mayor Kavanaugh, approval to adopt Resolution 02: 01-16; absent: Councilor Lang,

8b. SSTS changes in City Ordinance

Discussion ensued regarding the changes in the SSTS portion of the City Ordinance. Administrator Mason noted that as long as the City Ordinance is having changes made, any other changes or additions should be brought to the lawyer at the same time.

Administrative Assistant Schack noted that there is language in the City Ordinance stating that an individual could have the City finance their connection and grinder charge. It was noted that the language for that should be eliminated.

Councilor Ruttger noted that VRBO issue should be discussed and language added to the City Ordinance to be able to manage them.

8c. SEH– Feasibility Study – North/Squaw Point WW plant

Administrator Mason gave a preliminary report on the study for the improvement of the North/Squaw Point Plant and the lift stations for Madden's and Cragun's. Mayor Kavanaugh noted that the feasibility study needs to be done. It was noted that the wastewater committee will be discussing the plan on February 17, 2016.

PUBLIC SAFETY

No Report

PARK & TRAILS

No Report

PERSONNEL COMMITTEE

No Report

BUDGET COMMITTEE

No Report

MAYOR'S REPORT

No Report

CITY ADMINISTRATOR

14a. Administrator's Report

Administrator Mason showed photos of the property clean up from the storm. He also discussed the report on the storm clean-up that he shared at a conference.

14b. RESOLUTION 02:02-16 – Gambling Permit: Ducks Unlimited at Madden's on 4/22/2016

Ayes by roll call vote: Councilors Ruttger, Hoffmann, and Demgen, Mayor Kavanaugh, approval to adopt Resolution 02:02-16; absent: Councilor Lang

14c. Spring Newsletter

Administrator Mason noted that the Newsletter will be published at City Hall instead of contracting it out. He noted that we would like to have input from the Council regarding articles to add. He also noted that publishing will be done in May and October. Some of the Ideas that were discussed were:

- Tree Planting
- Storm clean-up and City dump site
- Wastewater issues
- Memorial benches on City trail
- Wetlands – no dumping leaves and brush
- Using Zip code plus four to avoid paying Brainerd/Baxter sales tax

14d. Clean-up of City property by Cragun's

Administrator Mason discussed the proposal to clean up of storm damage debris on City property by Cragun's for \$2000.00.

OLD BUSINESS

Councilor Demgen asked if the City would consider getting a separate zip code to avoid paying Brainerd/Baxter sales tax. Administrator Schack noted that if the zip plus four is used, that extra tax is not added. Councilor Hoffmann stated that it would be a good article to add to the newsletter.

NEW BUSINESS

None

NEXT REGULAR SESSIONS OF CITY COUNCIL/OTHER MEETINGS

****** March Meeting Schedule time change from 6:30 pm to 4:00 pm and needs to be adjourned by 6:00 pm for the Minnesota caucus to have access to City Hall.

Planning and Zoning Meeting Tuesday, February 23, 2016 at 6:30pm
City Council MeetingTuesday, March 01, 2016 at 4:00pm
Wastewater & Road Committee Meeting..... Wednesday, February 17, 2016 at 3:00pm

M/S/P, all ayes, Ruttger, Demgen, to adjourn the meeting

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.

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

DRAFT



PO Box 1000
Lake Elmo, MN 55042-1000

Last statement: December 31, 2015
This statement: January 31, 2016
Total days in statement period: 31

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0007001073
(54)

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CITY OF EAST GULL LAKE
10790 SQUAW POINT RD
EAST GULL LAKE MN 56401-3088

Direct inquiries to:
Your Local Branch or, 800-908-Bank
(2265)

Bremer Bank
372 St Peter St
St Paul MN 55102

Community Business W/Interest

Account number	0007001073	Beginning balance	\$827,221.58
Enclosures	54	Total additions	95,120.31
Low balance	\$515,519.13	Total subtractions	365,855.14
Average balance	\$640,790.33	Ending balance	\$556,486.75
Avg collected balance	\$638,356		
Interest paid year to date	\$5.42		

CHECKS

Number	Date	Amount	Number	Date	Amount
18900	01-08	657.50	18973	01-22	41.01
18922 *	01-13	40.00	18974	01-12	5,078.26
18939 *	01-28	100.00	18975	01-12	30.42
18946 *	01-07	25.00	18976	01-19	890.00
18958 *	01-05	807.53	18977	01-13	367.76
18959	01-06	46.00	18978	01-11	2,160.98
18960	01-07	275.00	18979	01-12	5,976.00
18961	01-06	525.00	18980	01-25	2,175.00
18962	01-04	45.00	18981	01-28	264.00
18963	01-06	201.51	18982	01-25	1,976.00
18964	01-06	300.00	18983	01-29	480.00
18965	01-07	228.93	18984	01-25	550.00
18967 *	01-19	680.00	18985	01-25	16,280.00
18968	01-12	282,453.75	18986	01-22	1,626.54
18969	01-13	1,050.00	18990 *	01-29	7.57
18970	01-12	16.60	18993 *	01-28	268.27
18972 *	01-13	7,576.00			

* Skip in check sequence

DEBITS

Date	Description	Subtractions
01-04	' ACH Withdrawal MN DEPT OF REVEN MN Rev pay 160104 000000067223444	1,105.17
01-05	' ACH Withdrawal AFLAC INSURANCE 160105 CJ371118833	91.78
01-13	' ACH Withdrawal HEALTHPARTNERS PREMIUM 160113 634857271	4,222.52
01-15	' ACH Withdrawal CITY E GULL LAKE 30457 160115	125.00
01-15	' ACH Withdrawal MN PERA PERA TXP* PERA* 436900*01 152016****\	1,247.59
01-15	' ACH Withdrawal EAST GULL LAKE PAYROLL 160115	7,330.02
01-22	' Account Analysis Fee ANALYSIS ACTIVITY FOR 12/15	134.10
01-29	' Return Deposit Item DDA CB Debit 000000000000008806	103.00
01-29	' ACH Withdrawal CITY E GULL LAKE 30457 160129	125.00
01-29	' ACH Withdrawal CITY E GULL LAKE HSA 160129	1,265.00
01-29	' ACH Withdrawal MN PERA PERA TXP* PERA* 436900*01 292016****\	1,336.92
01-29	' ACH Withdrawal HEALTHPARTNERS PREMIUM 160129 635344611	4,222.52
01-29	' ACH Withdrawal IRS USATAXPYMT 160129 270642964984966	4,631.51
01-29	' ACH Withdrawal EAST GULL LAKE PAYROLL 160129	6,715.38

CREDITS

Date	Description	Additions
01-04	Deposit	450.00
01-06	Remote Deposit	28.80
01-06	Remote Deposit	944.46
01-07	Remote Deposit	5.00
01-07	Remote Deposit	150.00
01-14	Remote Deposit	5.00

Date	Description	Additions
01-14	Remote Deposit	150.00
01-14	Remote Deposit	1,696.00
01-14	Remote Deposit	2,913.71
01-14	Remote Deposit	6,292.82
01-15	' ACH Deposit MN State-MMB ACH TRN*1*0003011413*1 416007162\	3,080.00
01-19	Remote Deposit	3,681.97
01-21	Remote Deposit	9,149.91
01-25	Remote Deposit	500.00
01-25	Remote Deposit	11,451.35
01-25	Remote Deposit	34,705.89
01-25	' ACH Deposit CASSCOUNTY CASSCOUNTY 160125	15,438.81
01-26	Remote Deposit	5.00
01-26	Remote Deposit	676.33
01-27	Remote Deposit	446.00
01-27	Remote Deposit	1,036.09
01-29	Remote Deposit	300.00
01-29	Remote Deposit	2,007.75
01-31	' Interest Credit	5.42

DAILY BALANCES

Date	Amount	Date	Amount	Date	Amount
12-31	827,221.58	01-12	528,775.41	01-25	571,529.33
01-04	826,521.41	01-13	515,519.13	01-26	572,210.66
01-05	825,622.10	01-14	526,576.66	01-27	573,692.75
01-06	825,522.85	01-15	520,954.05	01-28	573,060.48
01-07	825,148.92	01-19	523,066.02	01-29	556,481.33
01-08	824,491.42	01-21	532,215.93	01-31	556,486.75
01-11	822,330.44	01-22	530,414.28		

OVERDRAFT/RETURN ITEM FEES

	Total for this period	Total year-to-date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

Thank you for banking with Bremer Bank

City of East Gull Lake 2016 Budget

GL Account # General Fund	Account Title	2014		2015		2016		2016		2017	
		Actual	Actual	Actual	Year to Date Actual	Current Year Budget	% Remaining	Current Year Remaining	% Inc	Future Year Budget	
100-10100	Cash	\$165,030.68	\$105,857.53	\$91,949.79							
100-10500	Taxes Receivable Current	\$1,363.00	\$1,363.00	\$1,363.00							
100-10501	Taxes Receivable Delinquent	\$15,762.00	\$15,762.00	\$15,762.00							
100-11500	Accounts Receivable	\$5.00	\$0.00	\$0.00							
100-11599	Unapplied Accounts Receivable	\$0.28	\$91.00	\$91.00							
100-12100	Assessments Receivable	\$0.43	\$0.43	\$0.43							
100-13000	Due from other Fund	\$0.22	\$0.22	\$0.22							
100-13500	Due from other Governments	\$0.00	\$0.00	\$0.00							
100-15500	Prepays	\$1,200.00	\$1,200.00	\$1,200.00							
100-21100	Accounts Payable	-\$810.00	-\$4,347.95	-\$810.00							
100-21200	Wages Payable	-\$1,847.00	-\$1,847.00	-\$1,847.00							
100-21201	Section 125 Medical	-\$0.18	\$0.34	-\$1,144.66							
100-21202	Section 125 Child Care	\$0.00	\$0.00	\$0.00							
100-21203	ICMA	\$0.00	\$0.00	\$0.00							
100-21204	AFLAC	\$0.14	-\$0.24	-\$34.74							
100-21205	HEALTH INSURANCE	-\$0.14	-\$0.14	-\$0.14							
100-21206	DENTAL INSURANCE	\$0.00	\$0.00	\$0.00							
100-21207	LIFE INSURANCE	\$0.00	\$0.00	\$0.00							
100-21208	CHILD SUPPORT	\$0.00	\$0.00	\$0.00							
100-21209	GARNISHMENTS	\$0.00	\$0.00	\$0.00							
100-21210	UNION DUES-AFSCME	\$0.00	\$0.00	\$0.00							
100-21211	UNION DUES-POLICE	\$0.00	\$0.00	\$0.00							
100-21212	UNION DUES-TEAMSTERS	\$0.00	\$0.00	\$0.00							
100-21213	PERA	\$0.06	-\$0.05	\$0.05							
100-21214	UNITED WAY	\$0.00	\$0.00	\$0.00							
100-21215	MISCELLANEOUS	\$0.03	-\$0.25	\$0.25							
100-21216	IMPUTED INCOME	\$0.00	\$0.00	\$0.00							
100-21217	FICA	-\$0.03	\$0.00	-\$2,425.28							
100-21218	STATE WITHHOLDINGS	\$0.00	\$0.00	-\$463.09							
100-21219	SUTA	\$0.00	\$0.00	\$0.00							
100-21220	WORKERS COMP	\$0.00	\$0.00	\$0.00							
100-21601	Compensated Absences	\$0.00	\$0.00	\$0.00							
100-22201	Deferred Revenue	\$0.00	\$15,762.00	\$15,762.00							
100-25300	Fund Balance	\$15,762.00	\$164,942.49	\$102,317.49							
100-31010	General Property Taxes	\$238,135.65	\$108,705.83	\$2,377.91			98%	\$145,622.09	-100%	\$0.00	
100-31900	Penalties & Int-Delinq Taxes	\$76,495.79	\$1,361.23	\$86.82			83%	\$413.18	-100%	\$0.00	
100-32100	Business Licenses and Permits	\$600.36	\$7,550.00	\$0.00			100%	\$7,550.00	-100%	\$0.00	
100-32262	Reimbursements	\$7,550.00	\$0.00	\$0.00			0%	\$0.00	0%	\$0.00	
100-33400	State Grants and Aids	\$0.00	\$26,817.49	\$0.00			0%	\$0.00	0%	\$0.00	

City of East Gull Lake 2016 Budget

GL Account #	Account Title	2014		2015		2016		2016		2016		2017	
		Actual	Actual	Actual	Year to Date Actual	Current Year Budget	% Remaining	Current Year Remaining	% Inc	Future Year Budget			
100-33402	HACA (Homestead Credit)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00			
100-33403	2015 Storm Dmg Revenue	\$73.00	\$296,840.82	\$0.00	\$0.00	\$62,000.00	0%	\$0.00	-100%	\$0.00			
100-33423	PERA Aid	\$0.00	\$491.00	\$0.00	\$0.00	\$245.50	-100%	-\$245.50	-100%	\$0.00			
100-36200	Miscellaneous Revenues	\$491.49	\$2,415.62	\$40.00	\$40.00	\$2,000.00	0%	\$0.00	-100%	\$0.00			
100-36210	Interest Earnings	\$3,468.67	\$75.40	\$5.42	\$5.42	\$100.00	0%	\$0.00	-100%	\$0.00			
100-38020	Airport Revenues	\$119.02	\$6,394.28	\$0.00	\$0.00	\$3,000.00	0%	\$0.00	-100%	\$0.00			
General Government													
100-41000-200	Office Supplies	\$2,341.84	\$804.01	\$0.00	\$0.00	\$1,500.00	100%	\$1,500.00	-100%	\$0.00			
100-41000-205	Maint. Contracts/Software	\$6,420.69	\$1,888.08	\$2,204.18	\$2,204.18	\$4,000.00	45%	\$1,795.82	-100%	\$0.00			
100-41000-210	Operating Supplies	\$292.18	\$0.00	\$0.00	\$0.00	\$1,000.00	100%	\$1,000.00	-100%	\$0.00			
100-41000-300	Professional Services	\$14,965.90	\$3,005.85	\$448.70	\$448.70	\$4,000.00	89%	\$3,551.30	-100%	\$0.00			
100-41000-301	Auditor - Accounting	\$5,362.80	\$10,409.28	\$67.65	\$67.65	\$4,500.00	98%	\$4,432.35	-100%	\$0.00			
100-41000-304	Legal Fees	\$385.00	\$170.00	\$0.00	\$0.00	\$500.00	100%	\$500.00	-100%	\$0.00			
100-41000-321	Telephone & Internet	\$2,530.69	\$2,925.52	\$220.66	\$220.66	\$3,000.00	93%	\$2,779.34	-100%	\$0.00			
100-41000-322	Postage	\$291.78	\$202.72	\$82.95	\$82.95	\$300.00	72%	\$217.05	-100%	\$0.00			
100-41000-323	Cell Phone	\$352.55	\$749.11	\$62.74	\$62.74	\$780.00	92%	\$717.26	-100%	\$0.00			
100-41000-350	Legal Notices Publishing	\$337.10	\$278.00	\$92.95	\$92.95	\$400.00	77%	\$307.05	-100%	\$0.00			
100-41000-360	Insurance	\$2,709.13	\$1,764.50	\$0.00	\$0.00	\$2,700.00	100%	\$2,700.00	-100%	\$0.00			
100-41000-380	Water	\$291.35	\$312.21	\$176.41	\$176.41	\$400.00	56%	\$223.59	-100%	\$0.00			
100-41000-381	Electric	\$1,925.72	\$1,657.72	\$167.40	\$167.40	\$2,000.00	92%	\$1,832.60	-100%	\$0.00			
100-41000-383	Gas Utilities	\$2,098.82	\$1,006.94	\$299.11	\$299.11	\$1,800.00	83%	\$1,500.89	-100%	\$0.00			
100-41000-384	Refuse Disposal	\$153.29	\$91.03	\$30.42	\$30.42	\$0.00	0%	-\$30.42	0%	\$0.00			
100-41000-410	Rentals	\$125.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00			
100-41000-437	Cass County Fees	\$10.00	\$66.00	\$0.00	\$0.00	\$100.00	100%	\$100.00	-100%	\$0.00			
100-41000-439	Licenses, Permits, Dues	\$1,268.00	\$1,525.00	\$0.00	\$0.00	\$1,500.00	100%	\$1,500.00	-100%	\$0.00			
100-41000-440	Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00			

City of East Gull Lake 2016 Budget

GL Account #	Account Title	2014		2015		2016		2016		2017	
		Actual	Actual	Actual	Year to Date Actual	Current Year Budget	% Remaining	Current Year Remaining	% Inc	Future Year Budget	
Elections											
100-41410-110	Other Pay	\$1,884.00	\$0.00	\$0.00	\$0.00	\$2,000.00	100%	\$2,000.00	-100%	\$0.00	
100-41410-200	Office Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
100-41410-300	Professional Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
100-41410-331	Mileage Outside City	\$390.88	\$0.00	\$0.00	\$0.00	\$500.00	100%	\$500.00	-100%	\$0.00	
100-41410-490	Miscellaneous	\$1,099.48	\$0.00	\$0.00	\$0.00	\$1,100.00	100%	\$1,100.00	-100%	\$0.00	
City Newsletter											
100-41430-217	City Newsletter Printing Costs	\$762.10	\$873.40	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
100-41430-322	Postage	\$424.30	\$432.42	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
100-41430-435	City Newsletter Design Costs	\$687.50	\$1,025.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
City Website											
100-41440-218	City Website	\$1,150.00	\$375.00	\$0.00	\$0.00	\$375.00	100%	\$375.00	-100%	\$0.00	
City Hall Building		\$0.00									
100-41700-300	City Hall Maintenance Expenses	\$147.79	\$1,046.81	\$0.00	\$0.00	\$1,000.00	100%	\$1,000.00	-100%	\$0.00	
Administrative Assistant (50%)											
100-41900-100	Wages and Salaries	\$0.00	\$15,865.16	\$2,324.08	\$2,324.08	\$20,800.00	89%	\$18,475.92	-100%	\$0.00	
100-41900-121	PERA	\$0.00	\$1,190.02	\$174.31	\$174.31	\$1,508.00	88%	\$1,333.69	-100%	\$0.00	
100-41900-122	FICA	\$0.00	\$981.74	\$141.31	\$141.31	\$1,289.60	89%	\$1,148.29	-100%	\$0.00	
100-41900-126	Medicare	\$0.00	\$229.66	\$33.06	\$33.06	\$301.60	89%	\$268.54	-100%	\$0.00	
	Health Insurance Premium					\$4,488.12				\$4,488.12	
	HSA Contribution					\$1,174.98				\$1,174.98	
						\$5,663.10				\$5,663.10	
100-41900-131	Health Insurance-ER	\$3,693.42	\$2,362.24	\$588.58	\$588.58	\$5,663.10	90%	\$5,074.52	-100%	\$0.00	
100-41900-308	Training	\$563.45	\$810.72	\$0.00	\$0.00	\$600.00	100%	\$600.00	-100%	\$0.00	
100-41900-330	Mileage - In City	-\$195.44	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
100-41900-331	Mileage Outside City	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
100-41900-439	Licenses, Permits, Dues	\$20.00	\$0.00	\$0.00	\$0.00	\$50.00	100%	\$50.00	-100%	\$0.00	
History Committee											
100-49000-110	Other Pay	\$1,022.50	\$0.00	\$0.00	\$0.00	\$1,000.00	100%	\$1,000.00	-100%	\$0.00	
100-49000-490	Miscellaneous	\$922.70	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	

City of East Gull Lake 2016 Budget

GL Account #	Account Title	2014		2015		2016		2016		2017	
		Actual	Actual	Actual	Year to Date Actual	Current Year Budget	% Remaining	Current Year Remaining	% Inc	Future Year Budget	
WW Employee-Part Time (20%)											
100-49452-100	Wages and Salaries	\$2,338.89	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
100-49452-102	Wages and Salaries Part Time	\$2,440.71	\$3,618.82	\$199.30	\$5,728.27	\$5,728.27	97%	\$5,528.97	-100%	\$0.00	
100-49452-121	PERA	\$346.52	\$271.43	\$14.96	\$415.34	\$415.34	96%	\$400.38	-100%	\$0.00	
100-49452-122	FICA	\$258.54	\$191.48	\$9.23	\$355.19	\$355.19	97%	\$345.96	-100%	\$0.00	
100-49452-126	Medicare	\$60.47	\$44.77	\$2.16	\$83.07	\$83.07	97%	\$80.91	-100%	\$0.00	
Airport											
100-49810-304	Legal Fees	\$170.00	\$0.00	\$0.00	\$250.00	\$250.00	100%	\$250.00	-100%	\$0.00	
100-49810-360	Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
100-49810-404	Mowing	\$3,000.00	\$3,000.00	\$0.00	\$3,500.00	\$3,500.00	100%	\$3,500.00	-100%	\$0.00	
100-49810-412	Brush Removal	\$1,000.00	\$728.80	\$0.00	\$1,000.00	\$1,000.00	100%	\$1,000.00	-100%	\$0.00	
100-49810-430	Repair Maintenance Services	\$0.00	\$4,443.79	\$0.00	\$400.00	\$400.00	100%	\$400.00	-100%	\$0.00	
100-49810-439	Licenses, Permits, Dues	\$40.00	\$100.00	\$0.00	\$100.00	\$100.00	100%	\$100.00	-100%	\$0.00	
General Fund Revenue Total:		\$326,933.98	\$450,651.67	\$2,510.15	\$223,395.50	\$223,395.50	69%	\$153,339.77	-100%	\$0.00	
General Fund Expenditure Total:		\$141,875.13	\$513,276.67	\$16,947.81	\$158,885.06	\$158,885.06	89%	\$141,937.25	-100%	\$0.00	
Net Total General Fund:		\$185,058.85	-\$62,625.00	-\$14,437.66	\$64,510.44	\$64,510.44	18%	\$11,402.52	-100%	\$0.00	

City of East Gull Lake 2016 Budget

GL Account #	Account Title	2014 Actual	2015 Actual	2016 Year to Date Actual	2016 Current Year Budget	% Remaining	2016 Current Year Remaining	% Inc	2017 Future Year Budget
Public Safety									
225-10100	Cash	\$3,617.19	\$7,418.23	\$8,301.16				0%	\$0.00
225-10500	Taxes Receivable Current	\$1,284.00	\$1,284.00	\$1,284.00					
225-10501	Taxes Receivable Delinquent	\$0.00	\$0.00	\$0.00					
225-11500	Accounts Receivable	\$0.00	\$0.00	\$0.00					
225-13500	Due from other Governments	\$0.00	\$0.00	\$0.00					
225-21100	Accounts Payable	\$0.00	\$0.00	\$0.00					
225-25300	Fund Balance	\$428.15	-\$4,901.19	\$8,702.23					
225-31010	General Property Taxes	-\$77,665.27	\$41,471.50	\$882.93	\$41,300.00	98%	\$40,417.07	-100%	\$0.00
225-36210	Interest Earnings	-\$1.82	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00
225-39200	Transfers From Other Funds	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00
Public Safety Committee Pay									
225-41160-110	Other Pay	\$0.00	\$0.00	\$0.00	\$250.00	100%	\$250.00	-100%	\$0.00
Public Safety									
225-41800-205	Maint. Contracts/Software	\$700.00	\$400.00	\$0.00	\$300.00	100%	\$300.00	-100%	\$0.00
225-41800-300	Professional Services	\$120.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00
225-41800-308	Training	\$0.00	\$857.14	\$0.00	\$1.00	100%	\$1.00	-100%	\$0.00
225-41800-401	Mosquito Control	\$10,800.00	\$11,413.32	\$0.00	\$12,040.00	100%	\$12,040.00	-100%	\$0.00
225-41800-439	Licenses, Permits, Dues	\$345.00	\$0.00	\$0.00	\$350.00	100%	\$350.00	-100%	\$0.00
Fire Service Contract									
225-42200-300	Prof Services-Fire Contract	\$60,372.75	\$25,000.00	\$0.00	\$25,000.00	0%	\$25,000.00	-100%	\$0.00
Public Safety Revenue Total:		-\$77,667.09	\$41,471.50	\$882.93	\$41,300.00	98%	\$40,417.07	-100%	\$0.00
Public Safety Expenditure Total:		\$72,337.75	\$37,670.46	\$0.00	\$37,941.00	100%	\$37,941.00	-100%	\$0.00
Net Total Public Safety:		-\$150,004.84	\$3,801.04	\$882.93	\$3,359.00	74%	\$2,476.07	-100%	\$0.00

City of East Gull Lake 2016 Budget

GL Account #	Account Title	2014		2015		2016		2016		2017	
		Actual	Actual	Actual	Year to Date Actual	Current Year Budget	% Remaining	Current Year Remaining	% Inc	Future Year Budget	
WW In-House Debt Service (PFA)											
301-10100	Cash	\$72,205.45	\$8,128.12	\$15,135.98							
301-10500	Taxes Receivable Current	\$1,121.00	\$1,121.00	\$1,121.00		\$0.00					\$0.00
301-11501	AR - Utilities	\$0.11	\$1,088.39	\$15,495.24							
301-12100	Assessments Receivable	\$0.00	\$0.00	\$0.00							
301-12200	LT Assessments Receivable	\$1,018,011.00	\$1,018,011.00	\$1,018,011.00							
301-12201	ST Assessments Receivable	\$68,789.00	\$68,789.00	\$68,789.00							
301-12300	Accrued Interest Receivable	\$9,510.00	\$9,510.00	\$9,510.00							
301-21100	Accounts Payable	\$0.00	\$0.00	\$0.00							
301-21650	Accrued Interest	-\$14,795.00	\$14,795.00	\$14,795.00							
301-23500	Bonds Payable	-\$3,600,000.00	\$3,600,000.00	\$3,600,000.00							
301-24000	Bonds Issuance	\$0.00	\$0.00	\$0.00							
301-24500	Accum Amort - Bonds Issuance	\$0.00	\$0.00	\$0.00							
301-25300	Fund Balance	\$2,605,271.67	\$2,445,158.44	\$2,508,147.49							
301-31010	General Property Taxes	\$0.00	\$0.00	\$0.00							
301-31012	W.W.PlantCapacityLevy Increase	-\$67,989.14	\$66,537.29	\$1,445.63		\$67,607.00	98%	\$66,161.37	-100%	\$0.00	
301-31016	Sewer Access Connection (SAC)	\$0.20	\$10,478.51	\$0.00		\$6,400.00	100%	\$6,400.00	-100%	\$0.00	
301-36210	Interest Earnings	\$0.00	\$0.00	\$0.00		\$0.00	0%	\$0.00	0%	\$0.00	
301-37200	Wastewater User Charges	\$0.00	\$0.00	\$0.00		\$0.00	0%	\$0.00	0%	\$0.00	
301-37210	Wastewater ConnectPrincipal	\$0.33	\$78,691.07	\$5,258.60		\$88,242.14	94%	\$82,983.54	-100%	\$0.00	
301-37212	Pay-off WW Connect Principal	\$0.00	\$0.00	\$0.00		\$0.00	0%	\$0.00	0%	\$0.00	
301-37215	Stub Fee	\$0.00	\$0.00	\$0.00		\$0.00	0%	\$0.00	0%	\$0.00	
301-37217	CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00		\$0.00	0%	\$0.00	0%	\$0.00	
301-37220	Wastewater Connect Interest	\$36,133.62	\$31,304.08	\$0.00		\$37,212.00	100%	\$37,212.00	-100%	\$0.00	
301-39200	Transfers From Other Funds	\$94,000.00	\$130,000.00	\$0.00		\$130,000.00	100%	\$130,000.00	-100%	\$0.00	
Debt Service Payments											
301-47100-601	Bond Principal	\$0.00	\$344,000.00	\$0.00		\$348,000.00	100%	\$348,000.00	-100%	\$0.00	
301-47100-611	Bond Interest	\$38,009.00	\$36,000.00	\$16,280.00		\$32,560.00	50%	\$16,280.00	-100%	\$0.00	
WW In-House Debt Service - PFA Revenue Total:		\$62,145.01	\$317,010.95	\$6,704.23		\$329,461.14	98%	\$322,756.91	-100%	\$0.00	
WW In-House Debt Service - PFA Expenditure Total:		\$38,009.00	\$380,000.00	\$16,280.00		\$380,560.00	96%	\$364,280.00	-100%	\$0.00	
Net Total WW In-House Debt Service - PFA:		\$24,136.01	-\$62,989.05	-\$9,575.77		-\$51,098.86	81%	-\$41,523.09	-100%	\$0.00	

City of East Gull Lake 2016 Budget

GL Account #	Account Title	2014		2015		2016		2016		2017	
		Actual	Actual	Actual	Year to Date Actual	Current Year Budget	% Remaining	Current Year Remaining	% Inc	Future Year Budget	
Roads, Streets, & Highway											
303-10100	Cash	\$63,938.67	\$94,497.69	\$77,122.41							
303-10500	Taxes Receivable Current	\$573.00	\$573.00	\$573.00							
303-10501	Taxes Receivable Delinquent	\$0.00	\$0.00	\$0.00							
303-11500	Accounts Receivable	\$0.00	\$0.00	\$0.00							
303-15500	Prepays	\$2,341.00	\$2,341.00	\$2,341.00							
303-21100	Accounts Payable	\$5,276.00	\$13,801.00	\$5,276.00							
303-21200	Wages Payable	\$1,812.00	\$1,812.00	\$1,812.00							
303-25300	Fund Balance	\$94,554.05	\$59,764.67	\$81,798.69							
303-31010	General Property Taxes	\$35,884.92	\$93,045.19	\$2,052.45		\$96,000.00	98%	\$93,947.55	-100%	\$0.00	
303-36210	Interest Earnings	\$1.97	\$0.00	\$0.00		\$15.00	100%	\$15.00	-100%	\$0.00	
303-39200	Transfers From Other Funds	\$10,000.00	\$0.00	\$0.00		\$0.00	0%	\$0.00	0%	\$0.00	
Highways, Streets, & Roadways											
303-43100-200	Office Supplies	\$0.00	\$0.00	\$0.00		\$0.00	0%	\$0.00	0%	\$0.00	
303-43100-210	Operating Supplies	\$144.90	\$183.33	\$0.00		\$500.00	100%	\$500.00	-100%	\$0.00	
303-43100-212	Gas & Oil	\$943.00	\$2,410.24	\$185.00		\$1,500.00	88%	\$1,315.00	-100%	\$0.00	
303-43100-240	Small Tools & Minor Equip	\$0.00	\$0.00	\$0.00		\$1,500.00	100%	\$1,500.00	-100%	\$0.00	
303-43100-300	Professional Services	\$0.00	\$0.00	\$0.00		\$500.00	100%	\$500.00	-100%	\$0.00	
303-43100-303	Engineer	-\$249.00	\$0.00	\$0.00		\$1,000.00	100%	\$1,000.00	-100%	\$0.00	
303-43100-304	Legal Fees	\$46.00	\$0.00	\$0.00		\$500.00	100%	\$500.00	-100%	\$0.00	
303-43100-330	Mileage	\$82.88	\$0.00	\$0.00		\$100.00	100%	\$100.00	-100%	\$0.00	
303-43100-350	Legal Notices Publishing	\$0.00	\$0.00	\$0.00		\$0.00	0%	\$0.00	0%	\$0.00	
303-43100-360	Insurance	\$3,966.12	\$5,552.00	\$0.00		\$5,000.00	100%	\$5,000.00	-100%	\$0.00	
303-43100-400	Repair/Maint Contractual	\$3,158.00	\$0.00	\$0.00		\$3,500.00	100%	\$3,500.00	-100%	\$0.00	
303-43100-402	Patching	\$1,927.94	\$0.00	\$0.00		\$1,500.00	100%	\$1,500.00	-100%	\$0.00	
303-43100-403	Sweeping	\$1,162.50	\$1,987.50	\$0.00		\$2,000.00	100%	\$2,000.00	-100%	\$0.00	
303-43100-404	Mowing	\$5,175.00	\$2,745.00	\$0.00		\$6,000.00	100%	\$6,000.00	-100%	\$0.00	
303-43100-406	Plowing-Sanding	\$19,968.50	\$12,867.00	\$5,168.50		\$18,000.00	71%	\$12,831.50	-100%	\$0.00	
303-43100-407	Salt & Sand	\$19,189.00	\$9,316.50	\$2,641.80		\$12,000.00	78%	\$9,358.20	-100%	\$0.00	
303-43100-409	Crack Sealing	\$0.00	\$3,958.00	\$0.00		\$4,000.00	100%	\$4,000.00	-100%	\$0.00	
303-43100-410	Rentals	\$0.00	\$0.00	\$0.00		\$250.00	100%	\$250.00	-100%	\$0.00	
303-43100-411	EGL Signs	\$156.96	\$260.28	\$0.00		\$1,000.00	100%	\$1,000.00	-100%	\$0.00	
303-43100-412	Brush Removal	\$0.00	\$0.00	\$0.00		\$0.00	0%	\$0.00	0%	\$0.00	
303-43100-413	Striping Roads	\$2,154.24	\$0.00	\$0.00		\$2,500.00	100%	\$2,500.00	-100%	\$0.00	
303-43100-430	Vehicle-Equipment Services	\$0.00	\$0.00	\$0.00		\$3,000.00	100%	\$3,000.00	-100%	\$0.00	
303-43100-439	Licenses, Permits, Dues	\$25.00	\$50.00	\$0.00		\$25.00	100%	\$25.00	-100%	\$0.00	

City of East Gull Lake 2016 Budget

GL Account #	Account Title	2014		2015		2016		2016 Current Year Remaining	% Remaining	2016 Future Year Budget	% Inc
		Actual	Actual	Actual	Actual	Year to Date	Budget				
WW Superintendent - 20%											
303-49451-100	Wages and Salaries	\$13,353.66	\$13,652.82	\$1,766.16	\$12,563.01	86%	\$10,796.85	-100%	\$0.00		
303-49451-121	PERA	\$878.77	\$1,023.96	\$132.46	\$910.82	85%	\$778.36	-100%	\$0.00		
303-49451-122	FICA	\$716.00	\$811.99	\$106.53	\$778.91	86%	\$672.38	-100%	\$0.00		
303-49451-126	Medicare	\$167.44	\$189.89	\$24.92	\$182.16	86%	\$157.24	-100%	\$0.00		
	Health Insurance Premium		\$2,353.97		\$2,353.97				\$2,353.97		
	HSA Contribution		\$760.01		\$760.01				\$760.01		
			\$3,113.98		\$3,113.98				\$3,113.98		
303-49451-131	Health Insurance	\$2,540.58	\$3,334.15	\$304.17	\$3,113.98	90%	\$2,809.81	-100%	\$0.00		
303-49451-135	EE-Health Insurance	-\$15.78	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00		
WW Employee - 30%											
303-49452-100	Wages and Salaries	\$3,882.28	\$9,547.80	\$433.98	\$14,995.60	97%	\$14,561.62	-100%	\$0.00		
303-49452-121	PERA	\$281.42	\$716.09	\$32.55	\$1,084.28	97%	\$1,051.73	-100%	\$0.00		
303-49452-122	FICA	\$239.13	\$588.09	\$26.90	\$927.25	97%	\$900.35	-100%	\$0.00		
303-49452-126	Medicare	\$55.93	\$137.52	\$6.29	\$216.86	97%	\$210.57	-100%	\$0.00		
	Health Insurance Premium		\$1,082.23		\$1,082.23				\$2,164.46		
	HSA Contribution		\$704.99		\$704.99				\$704.99		
			\$1,787.22		\$1,787.22				\$2,869.45		
303-49452-131	Health Insurance	\$323.20	\$1,479.01	\$73.47	\$2,869.45	97%	\$2,795.98	-100%	\$0.00		
	Roads, Streets, & Highway Revenue Total:	\$45,886.89	\$93,045.19	\$2,052.45	\$96,015.00	98%	\$93,962.55	-100%	\$0.00		
	Roads, Streets, & Highway Expenditure Total:	\$80,273.67	\$70,811.17	\$10,902.73	\$102,017.32	89%	\$91,114.59	-100%	\$0.00		
	Net Total Roads, Streets, & Highway:	-\$34,386.78	\$22,234.02	-\$8,850.28	-\$6,002.32	-47%	\$2,847.96	-100%	\$0.00		

City of East Gull Lake 2016 Budget

GL Account #	Account Title	2014		2015		2016		2016		2017	
		Actual	Actual	Actual	Year to Date Actual	Current Year Budget	% Remaining	Current Year Remaining	% Inc	Future Year Budget	
GOPIFB Bond Sewer											
304-10100	Cash	\$24,575.43	\$30.17	-\$49,708.50							
304-11500	Accounts Receivable	\$0.00	\$0.00	\$0.00							
304-12100	Assessments Receivable	\$120,600.00	\$120,600.00	\$120,600.00							
304-12101	ST Assessments	\$12,062.00	\$12,062.00	\$12,062.00							
304-12200	LT Assessments Receivable	\$0.00	\$0.00	\$0.00							
304-12201	ST Assessments Receivable	\$0.00	\$0.00	\$0.00							
304-12300	Accrued Interest Receivable	\$7,562.00	\$7,562.00	\$7,562.00							
304-21100	Accounts Payable	\$0.00	\$0.00	\$0.00							
304-21650	Accrued Interest	-\$6,766.00	-\$6,766.00	\$6,766.00							
304-23500	Bonds Payable	-\$456,750.00	-\$456,750.00	-\$456,750.00							
304-24000	Bonds Issuance	\$0.00	\$0.00	\$0.00							
304-24500	Accum Amort - Bonds Issuance	\$0.00	\$0.00	\$0.00							
304-25300	Fund Balance	\$280,852.31	\$298,716.57	\$452,489.87							
304-36100	Special Assessments	\$3,218.14	\$33,109.67	\$0.00		\$19,043.09	100%	\$19,043.09	-100%	\$0.00	\$0.00
304-36210	Interest Earnings	\$1.82	\$0.00	\$0.00		\$0.00	0%	\$0.00	0%	\$0.00	\$0.00
GO Bond Sewer											
304-49800-510	2015 Legacy Sewer Extension	\$0.00	\$129,228.04	\$105.00		\$0.00	0%	-\$105.00	0%	\$0.00	\$0.00
304-49800-300	Professional Services	\$351.00	\$157.00	\$0.00		\$0.00	0%	\$0.00	0%	\$0.00	\$0.00
304-49800-601	Bond Principal	\$0.00	\$39,900.00	\$41,300.00		\$20,000.00	-107%	-\$21,300.00	-100%	\$0.00	\$0.00
304-49800-611	Bond Interest	\$20,733.22	\$17,597.93	\$8,438.67		\$3,250.00	-160%	-\$5,188.67	-100%	\$0.00	\$0.00
	GO Bond Sewer Revenue Total:	\$3,219.96	\$33,109.67	\$0.00		\$19,043.09	100%	\$19,043.09	-100%	\$0.00	\$0.00
	GO Bond Sewer Expenditure Total:	\$21,084.22	\$57,654.93	\$49,738.67		\$23,250.00	-114%	-\$26,488.67	-100%	\$0.00	\$0.00
	Net Total GO Bond Sewer:	-\$17,864.26	-\$24,545.26	-\$49,738.67		-\$4,206.91	-108.2%	\$45,531.76	-100%	\$0.00	\$0.00

City of East Gull Lake 2016 Budget

GL Account #	Account Title	2014		2015		2016		2016		2016		2017	
		Actual	Actual	Actual	Year to Date Actual	Current Year Budget	% Remaining	Current Year Remaining	% Inc	Future Year Budget			
GOPIRB Bond Road													
305-10100	Cash	\$454,174.42	\$254,752.61	-\$1,503.00									
305-10101	Undeposited Funds	\$0.00	\$0.00	\$0.00									
305-10500	Taxes Receivable Current	\$3,713.00	\$3,713.00	\$0.00									
305-10501	Taxes Receivable Delinquent	\$0.00	\$0.00	\$0.00									
305-11500	Accounts Receivable	\$0.00	\$0.00	\$0.00									
305-12100	Assessments Receivable	\$367,181.35	\$367,181.35	\$367,181.35									
305-12305	Assessments Receivable	\$0.00	\$0.00	\$0.00									
305-13000	Due from other fund	\$0.00	\$0.00	\$0.00									
305-13500	Due from other Governments	\$0.00	\$0.00	\$0.00									
305-21100	Accounts Payable	\$0.00	\$0.00	\$0.00									
305-21105	Retainage Payable	\$0.00	\$0.00	\$0.00									
305-21650	Accrued Interest	\$0.00	\$0.00	\$0.00									
305-22201	Deferred Revenue	-\$367,181.00	\$367,181.00	\$367,181.00									
305-25300	Fund Balance	-\$295,269.29	\$457,887.77	\$387,694.00									
305-31010	General Property Taxes	\$0.00	\$0.00	\$0.00									
305-31013	2007 Road Improvement Levy	\$87,387.17	\$61,595.48	\$1,325.94									
305-31014	2008 Road Improvement Levy	\$97,542.62	\$71,456.04	\$0.00									
305-31015	2015 Refunding Road Imp Refund	\$0.00	\$0.00	\$1,540.15									
305-31016	Sewer Access	\$0.00	\$0.00	\$0.00									
305-31017	2011 Road Improvement Levy	\$30,530.39	\$29,533.21	\$641.44									
305-31018	2013 Road Improvement Levy	\$9,819.80	\$232.41	\$0.00									
305-36100	Special Assessments	\$88,690.29	\$63,277.71	\$3,652.48									
305-36210	Interest Earnings	\$1.82	\$0.00	\$0.00									
305-39200	Transfer In	\$94,718.00	\$0.00	\$0.00									
305-39310	GO Bond Proceeds	\$0.00	\$3,672.89	\$0.00									
GO Bond Roads													
305-49700-300	Professional Services	\$1,099.00	\$1,518.00	\$0.00									
305-49700-303	Engineer	\$0.00	\$0.00	\$0.00									
305-49700-350	Legal Notices Publishing	\$0.00	\$0.00	\$0.00									
305-49700-360	Insurance	\$0.00	\$0.00	\$0.00									
305-49700-441	Administrative Fees	\$1,230.00	\$0.00	\$0.00									
305-49700-601	Bond Principal	\$161,750.00	\$216,088.32	\$222,700.00									
305-49700-611	Bond Interest	\$81,992.61	\$82,355.19	\$40,610.62									
GO Bond Roads Revenue Total:		\$408,690.09	\$229,767.74	\$7,160.01									
GO Bond Roads Expenditure Total:		\$246,071.61	\$299,961.51	\$263,310.62									
Net Total GO Bond Roads:		\$162,618.48	-\$70,193.77	-\$256,150.61									

City of East Gull Lake 2016 Budget

GL Account #	Account Title	2014		2015		2016		2016 Current Year Budget	% Remaining	2016 Current Year Remaining	% Inc	2017 Future Year Budget
		Actual	Actual	Actual	Actual	Year to Date Actual	Current Year Budget					
Parks & Recreation												
404-10100	Cash	\$53,574.97	\$52,323.38	\$53,426.42								
404-10500	Taxes Receivable Current	\$303.00	\$303.00	\$303.00								
404-10501	Taxes Receivable Delinquent	\$0.00	\$0.00	\$0.00								
404-11500	Accounts Receivable	\$0.00	\$0.00	\$0.00								
404-13500	Due from other Governments	\$0.00	\$0.00	\$0.00								
404-21100	Accounts Payable	\$0.00	-\$41.01	\$0.00								
404-25300	Fund Balance	\$28,571.34	\$53,877.97	\$52,585.37								
404-31010	General Property Taxes	\$18,358.69	\$3,300.19	\$64.05			\$10,000.00	99%	\$9,935.95	-100%	\$0.00	
404-33400	State Grants and Aids	\$7,700.00	\$1,387.80	\$3,080.00			-\$7,700.00	140%	-\$10,780.00	-100%	\$0.00	
404-33401	Local Government Aid	\$0.00	\$0.00	\$0.00			\$0.00	0%	\$0.00	0%	\$0.00	
404-33600	County Grants & Aids	\$250.00	\$0.00	\$0.00			\$0.00	0%	\$0.00	0%	\$0.00	
404-36210	Interest Earnings	\$1.82	\$0.00	\$0.00			\$0.00	0%	\$0.00	0%	\$0.00	
Park & Trails Committee												
404-41170-110	Other Pay	\$0.00	\$0.00	\$0.00			\$400.00	100%	\$400.00	-100%	\$0.00	
Tennis Courts												
404-45126-360	Insurance	\$0.00	\$0.00	\$0.00			\$150.00	100%	\$150.00	-100%	\$0.00	
404-45126-400	Repair/Maint Contractual	\$1,003.88	\$2,875.00	\$0.00			\$4,000.00	100%	\$4,000.00	-100%	\$0.00	
Parks/Recreation/Trails												
404-45127-304	Legal Fees	\$0.00	\$0.00	\$0.00			\$0.00	0%	\$0.00	0%	\$0.00	
404-45127-350	Legal Notices Publishing	\$0.00	\$0.00	\$0.00			\$0.00	0%	\$0.00	0%	\$0.00	
404-45127-402	Patching	\$0.00	\$0.00	\$0.00			\$500.00	100%	\$500.00	-100%	\$0.00	
404-45127-510	Trail Construction Fund	\$0.00	\$0.00	\$0.00			\$10,000.00	100%	\$10,000.00	-100%	\$0.00	
404-45127-515	Trail Maintenance	\$0.00	\$3,105.59	\$2,000.00			\$6,000.00	67%	\$4,000.00	-100%	\$0.00	
Parks & Recreation Revenue Total:		\$26,310.51	\$4,687.99	\$3,144.05			\$2,300.00	-37%	-\$844.05	-100%	\$0.00	
Parks & Recreation Expenditure Total:		\$1,003.88	\$5,980.59	\$2,000.00			\$21,050.00	90%	\$19,050.00	-100%	\$0.00	
Net Total Parks & Recreation:		\$25,306.63	-\$1,292.60	\$1,144.05			-\$18,750.00	106%	-\$19,894.05	-100%	\$0.00	

City of East Gull Lake 2016 Budget

GL Account #	Account Title	2014		2015		2016		2016		2016		2017	
		Actual	Actual	Actual	Actual	Year to Date	Current Year Budget	% Remaining	Current Year Remaining	% Inc	Future Year Budget		
Planning & Zoning													
407-10100	Cash	\$53,150.99	\$59,190.08	\$57,069.57									
407-10500	Taxes Receivable Current	\$473.00	\$473.00	\$473.00									
407-10501	Taxes Receivable Delinquent	\$0.00	\$0.00	\$0.00									
407-11500	Accounts Receivable	\$0.00	\$150.00	\$150.00									
407-21100	Accounts Payable	\$0.00	\$0.00	\$0.00									
407-21200	Wages Payable	\$0.00	\$0.00	\$0.00									
407-25300	Fund Balance	\$0.00	\$53,623.99	\$59,813.08									
407-31010	General Property Taxes	\$45,253.07	\$62,205.89	\$1,369.01			\$64,000.00	98%	\$62,630.99	-100%	\$0.00	\$0.00	
407-32200	Land Use Permits	\$28,284.62	\$14,580.00	\$1,996.00			\$10,000.00	80%	\$8,004.00	-100%	\$0.00	\$0.00	
407-34103	Zoning & Subdivision Fees	\$10,460.00	\$300.00	\$0.00			\$300.00	100%	\$300.00	-100%	\$0.00	\$0.00	
407-34104	Variance	\$600.00	\$1,292.00	\$0.00			\$900.00	100%	\$900.00	-100%	\$0.00	\$0.00	
407-34105	Conditional Use Permit	\$446.00	\$892.00	\$2,004.00			\$900.00	-123%	-\$1,104.00	-100%	\$0.00	\$0.00	
407-34106	Home Occupation Permit	\$846.00	\$0.00	\$0.00			\$0.00	0%	\$0.00	0%	\$0.00	\$0.00	
407-34107	Recording Fee	\$0.00	\$46.00	\$138.00			\$0.00	0%	-\$138.00	0%	\$0.00	\$0.00	
407-36200	Miscellaneous Revenues	\$46.00	\$0.00	\$0.00			\$0.00	0%	\$0.00	0%	\$0.00	\$0.00	
407-36210	Interest Earnings	\$0.00	\$0.00	\$0.00			\$30.00	100%	\$30.00	-100%	\$0.00	\$0.00	
Planning & Zoning Committee													
407-41180-110	Other Pay	\$5,750.00	\$5,850.00	\$0.00			\$6,000.00	100%	\$6,000.00	-100%	\$0.00	\$0.00	
Administrator-50%													
407-41400-100	Wages and Salaries	\$14,364.00	\$35,086.42	\$4,101.06			\$35,612.79	88%	\$31,511.73	-100%	\$0.00	\$0.00	
407-41400-121	PERA	\$1,003.56	\$2,631.46	\$307.58			\$2,581.92	88%	\$2,274.34	-100%	\$0.00	\$0.00	
407-41400-122	FICA	\$921.94	\$2,113.42	\$254.26			\$2,207.99	88%	\$1,953.73	-100%	\$0.00	\$0.00	
407-41400-126	Medicare	\$215.59	\$494.09	\$59.46			\$516.39	88%	\$456.93	-100%	\$0.00	\$0.00	
Health Insurance Premium							\$9,983.76				\$9,983.76		
HSA Contribution							\$1,900.02				\$1,900.02		
							\$11,883.78				\$11,883.78		
407-41400-131	Health Insurance-ER	\$3,085.38	\$12,762.75	\$1,195.69			\$11,883.78	90%	\$10,688.09	-100%	\$0.00	\$0.00	
407-41400-330	Mileage	\$0.00	\$216.21	\$24.15			\$0.00	0%	-\$24.15	0%	\$0.00	\$0.00	

City of East Gull Lake 2016 Budget

GL Account #	Account Title	2014		2015		2016		2016		2017	
		Actual	Actual	Actual	Year to Date Actual	Current Year Budget	% Remaining	Current Year Remaining	% Inc	Future Year Budget	
Administrative Assistant-25%											
407-41900-100	Wages and Salaries	\$0.00	\$7,932.63	\$1,162.04	\$10,400.00	89%	\$9,237.96	-100%	\$0.00		
407-41900-121	PERA	\$0.00	\$594.88	\$87.15	\$754.00	88%	\$666.85	-100%	\$0.00		
407-41900-122	FICA	\$0.00	\$490.98	\$70.66	\$644.80	89%	\$574.14	-100%	\$0.00		
407-41900-126	Medicare	\$0.00	\$114.96	\$16.52	\$150.80	89%	\$134.28	-100%	\$0.00		
	Health Insurance Premium		\$2,244.06		\$2,244.06				\$2,244.06		
	HSA Contribution		\$587.49		\$587.49				\$587.49		
			\$2,831.55		\$2,831.55				\$2,831.55		
407-41900-131	Health Insurance-ER	-\$225.90	\$3,027.87	\$294.29	\$2,831.55	90%	\$2,537.26	-100%	\$0.00		
407-41900-135	Health Insurance-EE	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00		
407-41900-308	Training	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00		
Planning & Zoning											
407-41910-200	Office Supplies	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00		
407-41910-207	Zoning Ordinance	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00		
407-41910-300	Professional Services	\$1,222.00	\$0.00	\$0.00	\$500.00	100%	\$500.00	-100%	\$0.00		
407-41910-303	Engineer	\$936.82	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00		
407-41910-304	Legal Fees	\$1,680.35	\$45.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00		
407-41910-322	Postage	\$0.00	\$32.38	\$18.91	\$150.00	87%	\$131.09	-100%	\$0.00		
407-41910-331	Mileage	\$59.37	\$186.89	\$0.00	\$560.00	100%	\$560.00	-100%	\$0.00		
407-41910-350	Legal Notices Publishing	\$312.29	\$257.16	\$35.75	\$800.00	96%	\$764.25	-100%	\$0.00		
407-41910-360	Insurance	\$0.00	\$1,013.70	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00		
407-41910-437	Cass County Fees	\$1,078.00	\$276.00	\$0.00	\$450.00	100%	\$450.00	-100%	\$0.00		
407-41910-810	Refunds & Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00		
	Planning & Zoning Revenue Total:	\$85,935.69	\$79,315.89	\$5,507.01	\$76,130.00	93%	\$70,622.99	-100%	\$0.00		
	Planning & Zoning Expenditure Total:	\$30,403.40	\$73,126.80	\$7,627.52	\$76,044.02	90%	\$68,416.50	-100%	\$0.00		
	Net Total Planning & Zoning:	\$55,532.29	\$6,189.09	-\$2,120.51	\$85.98	2566%	\$2,206.49	-100%	\$0.00		

City of East Gull Lake 2016 Budget

GL Account #	Account Title	2014		2015		2016		2016 Current Year Budget	% Remaining	2016 Current Year Remaining	% Inc	2017 Future Year Budget
		Actual	Actual	Actual	Actual	Year to Date Actual	Current Year Budget					
Wastewater												
602-10100	Cash	\$204,987.23	\$238,358.99	\$260,453.12								
602-10500	Taxes Receivable Current	\$0.00	\$0.00	\$0.00								
602-10501	Taxes Receivable Delinquent	\$0.16	\$0.16	\$0.16								
602-11500	Accounts Receivable	-\$91.00	\$853.46	\$96.62								
602-11501	AR - Utilities	\$120,544.38	\$116,419.83	\$47,661.66								
602-12100	Assessments Receivable	\$25,715.00	\$25,715.00	\$25,715.00								
602-12101	ST Assessments Assessments	\$3,247.00	\$3,247.00	\$3,247.00								
602-12200	LT Assessments Receivable	\$0.00	\$0.00	\$0.00								
602-12201	ST Assessments Receivable	\$0.00	\$0.00	\$0.00								
602-12300	Accrued Interest Receivable	\$1,619.00	\$1,619.00	\$1,619.00								
602-13500	Due from other Governments	\$0.00	\$0.00	\$0.00								
602-15500	Prepays	\$6,037.00	\$6,037.00	\$6,037.00								
602-16000	Construction in Progress	\$0.00	\$0.00	\$0.00								
602-16100	Plant	\$12,337,848.00	\$12,337,848.00	\$12,337,848.00								
602-16200	Vehicles	\$74,990.00	\$74,990.00	\$74,990.00								
602-16300	Equipment	\$61,771.00	\$61,771.00	\$61,771.00								
602-16400	Infrastructure	\$104,593.00	\$104,593.00	\$104,593.00								
602-16600	Accumulated Depreciation	\$4,705,694.00	\$4,705,694.00	\$4,705,694.00								
602-21100	Accounts Payable	\$23,543.00	\$38,906.72	\$23,543.00								
602-21105	Retainage Payable	\$0.00	\$0.00	\$0.00								
602-21200	Wages Payable	\$4,471.00	\$4,471.00	\$4,471.00								
602-21217	FICA	\$0.00	\$0.00	\$0.00								
602-21218	State Withholdings	\$0.00	\$0.00	\$0.00								
602-21601	Compensated Absences	\$10,916.00	\$10,916.00	\$10,916.00								
602-21650	Accrued Interest	\$0.00	\$0.00	\$0.00								
602-23000	Due to Other Funds	\$0.00	\$0.00	\$0.00								
602-23500	Bonds Payable	\$0.00	\$0.00	\$0.00								
602-25300	Fund Balance	\$8,479,397.24	\$8,167,783.22	\$8,169,131.55								
602-25301	Designated CapOut Fund Balance	\$14,088.33	\$28,853.55	\$42,333.17								

City of East Gull Lake 2016 Budget

GL Account #	Account Title	2014		2015		2016		2016		2017	
		Actual	Actual	Actual	Year to Date Actual	Current Year Budget	% Remaining	Current Year Remaining	% Inc	Future Year Budget	
602-31016	Sewer Access Charge - Grinder	\$14,749.24	\$11,000.00	\$0.00	\$0.00	\$5,500.00	100%	\$5,500.00	-100%	\$0.00	
602-32210	Wastewater/ISTS Permits	\$0.00	\$750.00	\$150.00	\$0.00	\$0.00	0%	-\$150.00	0%	\$0.00	
602-36100	Special Assessments	-\$2,881.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
602-36101	Special Asses- 2015 Legacy	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
602-36200	Miscellaneous Revenues	\$4,688.78	\$48,027.71	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
602-36210	Interest Earnings	\$1.82	\$0.00	\$0.00	\$0.00	\$15.00	100%	\$15.00	-100%	\$0.00	
602-36240	WW Bio Solids Treatment	\$21,202.96	\$19,246.62	\$187.62	\$187.62	\$13,500.00	99%	\$13,312.38	-100%	\$0.00	
602-37200	Wastewater User Charges	\$450,125.73	\$441,387.13	-\$200.00	-\$200.00	\$455,388.00	100%	\$455,588.00	-100%	\$0.00	
602-37216	Sewer Hook-Up Inspection	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
602-37217	Capital Outlay	\$14,765.22	\$13,479.62	\$0.00	\$0.00	\$13,440.00	100%	\$13,440.00	-100%	\$0.00	
602-37218	CapOut Reimbursed	\$1,058.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
602-37260	WW Penalty	\$1,439.70	\$172.70	\$0.00	\$0.00	\$2,000.00	100%	\$2,000.00	-100%	\$0.00	
602-37264	WW Delinquents to County	\$2,649.72	\$5,933.12	\$0.00	\$0.00	\$5,000.00	100%	\$5,000.00	-100%	\$0.00	
602-39200	Transfer In	\$3,264.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
Wastewater Committee											
602-41150-110	Other Pay	\$500.00	\$950.00	\$0.00	\$0.00	\$800.00	100%	\$800.00	-100%	\$0.00	
Administrator											
602-41400-100	Wages and Salaries	\$20,744.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
602-41400-121	PERA	\$1,003.51	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
602-41400-122	FICA	\$921.77	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
602-41400-125	ICMA	-\$461.52	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
602-41400-126	Medicare	\$215.58	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
602-41400-131	Health Insurance	\$2,407.52	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
602-41400-330	Mileage	\$0.00	\$74.76	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
Administrative Assistant-25%											
602-41900-100	Wages and Salaries	\$0.00	\$7,932.63	\$1,162.04	\$1,162.04	\$10,400.00	89%	\$9,237.96	-100%	\$0.00	
602-41900-121	PERA	\$0.00	\$594.88	\$87.15	\$87.15	\$754.00	88%	\$666.85	-100%	\$0.00	
602-41900-122	FICA	\$0.00	\$490.74	\$70.64	\$70.64	\$644.80	89%	\$574.16	-100%	\$0.00	
602-41900-126	Medicare	\$0.00	\$114.70	\$16.52	\$16.52	\$150.80	89%	\$134.28	-100%	\$0.00	
Health Insurance Premium					\$2,244.06			\$2,244.06	0%		
HSA Contribution					\$587.49			\$587.49	0%		
					\$2,831.55			\$2,831.55	0%		
602-41900-131	Health Insurance-ER	\$0.00	\$3,027.65	\$294.27	\$294.27	\$2,831.55	90%	\$2,537.28	-100%	\$0.00	
602-41900-135	Health Insurance-EE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
602-41900-308	Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
Transfers from other Funds											
602-49360-720	Operating Transfers	\$94,000.00	\$130,000.00	\$0.00	\$0.00	\$130,000.00	100%	\$130,000.00	-100%	\$0.00	

City of East Gull Lake 2016 Budget

GL Account #	Account Title	2014		2015		2016		2016		2017	
		Actual	Actual	Actual	Year to Date Actual	Current Year Budget	% Remaining	Current Year Remaining	% Inc	Future Year Budget	
Wastewater											
602-49450-200	Office Supplies	-\$186.09	\$105.58	\$0.00	\$0.00	\$850.00	100%	\$850.00	-100%	\$0.00	
602-49450-205	Maint. Contract/Software	\$1,394.68	\$2,600.00	\$0.00	\$0.00	\$2,600.00	100%	\$2,600.00	-100%	\$0.00	
602-49450-210	Operating Supplies	\$4,836.10	\$5,815.73	\$191.23	\$191.23	\$4,200.00	95%	\$4,008.77	-100%	\$0.00	
602-49450-212	Gas & Oil	\$9,001.40	\$5,701.57	\$193.20	\$193.20	\$8,500.00	98%	\$8,306.80	-100%	\$0.00	
602-49450-215	Ferric Chloride	\$7,058.56	\$4,797.79	\$0.00	\$0.00	\$6,000.00	100%	\$6,000.00	-100%	\$0.00	
602-49450-220	Repair & Maint. Supplies	\$10,392.47	\$7,596.39	\$2,804.87	\$2,804.87	\$11,000.00	75%	\$8,195.13	-100%	\$0.00	
602-49450-240	Small Tools & Minor Equip	\$5,576.80	\$698.28	\$0.00	\$0.00	\$1,000.00	100%	\$1,000.00	-100%	\$0.00	
602-49450-300	Professional Services	\$0.00	\$110.00	\$0.00	\$0.00	\$500.00	100%	\$500.00	-100%	\$0.00	
602-49450-301	Auditor - Accounting	\$7,949.60	\$4,500.00	\$0.00	\$0.00	\$4,500.00	100%	\$4,500.00	-100%	\$0.00	
602-49450-303	Engineer	\$2,078.79	\$1,246.08	\$0.00	\$0.00	\$3,000.00	100%	\$3,000.00	-100%	\$0.00	
602-49450-304	Legal Fees	\$2,424.75	\$6,285.00	\$0.00	\$0.00	\$500.00	100%	\$500.00	-100%	\$0.00	
602-49450-311	Lab Services	\$12,527.00	\$13,445.00	\$879.00	\$879.00	\$15,000.00	94%	\$14,121.00	-100%	\$0.00	
602-49450-321	Telephone & Internet	\$1,258.71	\$1,908.88	\$147.10	\$147.10	\$1,800.00	92%	\$1,652.90	-100%	\$0.00	
602-49450-322	Postage	\$2,393.29	\$1,989.38	\$169.13	\$169.13	\$2,500.00	93%	\$2,330.87	-100%	\$0.00	
602-49450-323	Cell Phone	\$1,912.95	\$2,051.83	\$215.90	\$215.90	\$2,100.00	90%	\$1,884.10	-100%	\$0.00	
602-49450-350	Legal Notices Publishing	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	100%	\$300.00	-100%	\$0.00	
602-49450-360	Insurance	\$11,034.75	\$12,590.80	\$0.00	\$0.00	\$14,000.00	100%	\$14,000.00	-100%	\$0.00	
602-49450-381	Electric	\$67,945.12	\$62,447.78	\$5,462.71	\$5,462.71	\$65,000.00	92%	\$59,537.29	-100%	\$0.00	
602-49450-383	Gas Utilities	\$1,361.76	\$903.88	\$325.80	\$325.80	\$1,500.00	78%	\$1,174.20	-100%	\$0.00	
602-49450-384	Refuse Disposal	\$207.07	\$304.20	\$0.00	\$0.00	\$350.00	100%	\$350.00	-100%	\$0.00	
602-49450-385	Sludge Removal	\$2,403.00	\$2,585.00	\$0.00	\$0.00	\$30,000.00	100%	\$30,000.00	-100%	\$0.00	
602-49450-386	Septic Pumping - Scheduled	\$6,260.00	\$7,050.00	\$0.00	\$0.00	\$7,000.00	100%	\$7,000.00	-100%	\$0.00	
602-49450-387	Septic Jetting	\$6,812.00	\$4,352.00	\$0.00	\$0.00	\$3,500.00	100%	\$3,500.00	-100%	\$0.00	
602-49450-389	Septic Pumping - Emergency	\$10,365.00	\$3,130.00	\$0.00	\$0.00	\$3,500.00	100%	\$3,500.00	-100%	\$0.00	
602-49450-400	Repair/Maint - Contractual	\$3,906.00	\$7,061.63	\$2,837.51	\$2,837.51	\$20,000.00	86%	\$17,162.49	-100%	\$0.00	
602-49450-405	Depreciation Expense	\$331,078.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
602-49450-410	Rentals	\$179.90	\$0.00	\$0.00	\$0.00	\$500.00	100%	\$500.00	-100%	\$0.00	
602-49450-430	Vehicle-Equipment Services	\$11,898.00	\$2,129.97	\$218.28	\$218.28	\$3,500.00	94%	\$3,281.72	-100%	\$0.00	
602-49450-439	Licenses, Permits, Dues	\$2,017.00	\$1,776.39	\$72.18	\$72.18	\$2,000.00	96%	\$1,927.82	-100%	\$0.00	

City of East Gull Lake 2016 Budget

GL Account #	Account Title	2014		2015		2016		2016		2017	
		Actual	Actual	Actual	Year to Date Actual	Current Year Budget	% Remaining	Current Year Remaining	% Inc	Future Year Budget	
WW Employees -70%/PT 80%											
602-49452-100	Wages and Salaries	\$37,628.21	\$24,569.44	\$1,444.08	\$34,896.40	96%	\$33,452.32	-100%	\$0.00		
602-49452-102	Wages and Salaries Part Time	\$16,429.62	\$15,327.35	\$1,130.33	\$22,915.48	95%	\$21,785.15	-100%	\$0.00		
602-49452-121	PERA	\$3,919.23	\$2,992.27	\$193.07	\$4,191.36	95%	\$3,998.29	-100%	\$0.00		
602-49452-122	FICA	\$3,185.70	\$2,295.85	\$139.50	\$3,584.34	96%	\$3,444.84	-100%	\$0.00		
602-49452-126	Medicare	\$745.02	\$536.92	\$32.61	\$838.27	96%	\$805.66	-100%	\$0.00		
	Health Insurance Premium				\$2,525.21				\$5,050.42		
	HSA Contribution				\$1,644.97				\$1,644.97		
					\$4,170.18				\$6,695.39		
602-49452-131	Health Insurance	\$3,614.13	\$3,450.84	\$171.51	\$6,695.39	97%	\$6,523.88	-100%	\$0.00		
602-49452-308	Training	\$1,122.46	\$883.00	\$225.00	\$1,000.00	78%	\$775.00	-100%	\$0.00		
602-49452-322	Postage	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00		
602-49452-331	Mileage Outside City	\$0.00	\$316.25	\$0.00	\$300.00	100%	\$300.00	-100%	\$0.00		
602-49452-438	Uniforms	\$395.42	\$886.64	\$0.00	\$600.00	100%	\$600.00	-100%	\$0.00		
602-49452-439	Licenses, Permits, Dues	\$23.00	\$45.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00		
602-49452-810	Refunds & Reimbursements	\$4,843.68	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00		
	Wastewater Revenue Total:	\$511,064.17	\$540,096.90	\$137.62	\$494,843.00	100%	\$494,705.38	-100%	\$0.00		
	Wastewater Expenditure Total:	\$808,190.12	\$525,268.95	\$32,194.78	\$534,447.90	94%	\$502,253.12	-\$1.00	\$0.00		
	Net Total Wastewater:	-\$297,125.95	\$14,827.95	-\$32,057.16	-\$39,604.90	19%	-\$7,547.74	-100%	\$0.00		
	Net Grand Totals:	\$72,749.43	-\$55,114.58	-\$251,424.68	-\$160,905.29	-89%	\$143,573.81	-100%	\$0.00		
Cash											
999-10100	Cash Allocated to Other Funds	\$820,556.82	\$820,556.82	\$512,246.97							
999-10101	Cash	\$818,350.66	\$818,350.66	\$552,309.12							
999-10105	Utility Cash Clearing	\$2,206.16	\$2,206.16	\$40,062.15							
999-10106	AR Cash Clearing	\$0.00	\$0.00	\$0.00							
999-10108	UM NSF Clearing	\$0.00	\$0.00	\$0.00							
999-10111	Due from Sold Property	\$0.00	\$0.00	\$0.00							
999-21100	Accounts Payable	\$0.00	\$0.00	\$0.00							

CITY OF EAST GULL LAKE
 COMBINED CASH INVESTMENT
 JANUARY 31, 2016

COMBINED CASH ACCOUNTS

999-10101	CASH	541,119.36
999-10105	UTILITY CASH CLEARING	2,309.16
		543,428.52
999-10100	CASH ALLOCATED TO OTHER FUNDS	(543,428.52)
		.00

CASH ALLOCATION RECONCILIATION

100	ALLOCATION TO GENERAL FUND	93,836.98
225	ALLOCATION TO PUBLIC SAFETY	8,301.16
301	ALLOCATION TO WW IN-HOUSE DEBT SERVICE - PFA	15,135.98
303	ALLOCATION TO ROADS, STREETS, & HIGHWAY	86,277.74
304	ALLOCATION TO GOPIRFB BOND SEWER	(178,936.54)
305	ALLOCATION TO GOPIRFB BOND ROAD	127,830.04
400	ALLOCATION TO CAPITAL PROJECTS FUND	.02
404	ALLOCATION TO PARKS & RECREATION	55,426.42
407	ALLOCATION TO PLANNING & ZONING	58,796.93
602	ALLOCATION TO WASTEWATER	276,759.79
		543,428.52
	ALLOCATION FROM COMBINED CASH FUND - 01-10100	(543,428.52)
		.00

Customer Number	Name	Balance	Non-Delinq	09/30/2015	06/30/2015	03/31/2015	Last Pmt Date	Last Pmt Amount
1-03790050-00	ANDERSON, BRETT	422.36	232.77	189.59	-	-		-
1-00094316-00	CHALUPSKY, LAWRENCE	209.09	106.09	103.00	-	-	07/03/2014	445.04
1-03570270-00	GLEASON, WILLIAM L	209.09	106.09	103.00	-	-		-
1-00162103-00	HANSON, PETER J	209.09	106.09	103.00	-	-	10/13/2014	127.40
1-00293419-00	JOHNSON, CHARLIE	472.19	238.94	233.25	-	-	07/23/2015	233.90
1-00080020-00	KAVCO	844.45	458.64	385.81	-	-	10/06/2015	496.92
1-04080020-00	KAVCO	9,888.00	4,944.00	4,944.00	-	-	10/13/2015	4,493.05
1-09880020-00	KAVCO	206.00	103.00	103.00	-	-	09/02/2015	193.24
1-03560130-01	KOLAS, TOM	209.09	106.09	103.00	-	-	07/27/2015	103.00
1-00294306-00	MARVINS SUNSET	466.25	235.97	230.28	-	-	07/16/2015	230.93
1-03510240-00	RAKOW, DARCY	594.08	116.53	114.94	111.85	250.76	11/13/2015	50.00
1-03720070-00	SANDE, ROD & ROBIN	206.56	106.02	100.54	-	-	09/22/2015	105.00
Grand Totals:		13,936.25	6,860.23	6,713.41	111.85	250.76		

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Amount
02/16	02/09/2016	18994	4	AW RESEARCH LABORATORIES INC	264.00
02/16	02/09/2016	18995	6	BRAINERD DISPATCH	128.70
02/16	02/09/2016	18996	4522590	CASCADE COMPUTERS	340.00
02/16	02/09/2016	18997	32	CULLIGAN	176.41
02/16	02/09/2016	18998	4522763	GENERATOR POWER SYSTEMS	1,836.51
02/16	02/09/2016	18999	113	GOPHER STATE ONE-CALL	8.70
02/16	02/09/2016	19000	4522755	HOLMVIG EXCAVATING, LLC	6,785.30
02/16	02/09/2016	19001	66	MINNESOTA POWER	5,630.11
02/16	02/09/2016	19002	78	NISSWA SANITATION INC.	30.42
02/16	02/09/2016	19003	81	PITNEY BOWES	270.99
02/16	02/09/2016	19004	89	RARDIN EXCAVATING, INC.	1,585.00
02/16	02/09/2016	19005	93	SCI BROADBAND	367.76
02/16	02/09/2016	19006	159	SHORT ELLIOTT HENDRICKSON INC.	215.21
02/16	02/09/2016	19007	152	THE OFFICE SHOP	228.18
02/16	02/09/2016	19008	4522481	THELEN HEATING & ROOFING INC.	441.00
02/16	02/09/2016	19009	140	USA BLUEBOOK	191.23
02/16	02/17/2016	19010	4522717	CARDMEMBER SERVICE	1,951.74
02/16	02/17/2016	19011	4522710	GAMMELLO, QUALLEY, PEARSON & MALLAK	105.00
02/16	02/17/2016	19012	73	MN POLLUTION CONTROL AGENCY	23.00
02/16	02/17/2016	19013	91	ROBERT MASON	77.05
02/16	02/17/2016	19014	4522660	SCHLENNER WENNER & CO	67.65
02/16	02/17/2016	19015	4522765	TOM PRZYBILLA	2,000.00
02/16	02/17/2016	19016	106	XCEL ENERGY	356.64
02/16	02/23/2016	19017	4522733	AERATION INDUSTRIES INTERNATIONAL	16,000.00
02/16	02/23/2016	19018	4	AW RESEARCH LABORATORIES INC	416.00
02/16	02/23/2016	19019	11	DIVERSIFIED NETWORKS, INC	234.72
02/16	02/23/2016	19020	140	USA BLUEBOOK	2,154.49
02/16	02/23/2016	19021	4522559	VERIZON WIRELESS	230.08
Grand Totals:					42,115.89

Date: February 2, 2016

Mayor:

City Administrator:

Dave Kavanaugh _____

Rob Mason _____

City Council:

Dennis Lang _____

Carol Demgen _____

Scott Hoffman _____

Jim Ruttger _____



Staff Report

Application #: 2016-05 - Conditional Use Permit (CUP)

Parcel number: 87-020-3128

Applicants:

EGL property, LLC on property described as the W 200 feet of the N 91.9 feet of the S 325.7 feet of Government Lot 3, 20-134-29, except that part thereof described as follows: commencing at the iron monument on the shore of Gull Lake where the south line of said Lot 3 intersects the shore of Gull Lake and considering the east line of said Lot 3 as a north-south line; thence North 20 degrees 40 minutes East 188 feet along the shore of Gull Lake; thence North 24 degrees 9 minutes East 162 feet continuing along said shore to the north line of said Gleason tract, the point of beginning; thence South 89 degrees 8 minutes East 200 feet along the North line of said Gleason tract to the northeast corner thereof; thence South 24 degrees 9 minutes West 27.4 feet along the east line of said Gleason tract; thence North 81 degrees 33 minutes West hundred 90.8 feet to the point of beginning. Parcel two. That part of the tract deed to Halek by the deed recorded in book 130 of deeds, page 465, being part of Government Lot 3, 20-134-29 described as follows: Commencing at the iron monument on the shore of Gull Lake where the South line of lot three intersects the shore of Gull Lake and considering the east line of said Lot 3 as a north-south line; thence North 20 degrees 40 minutes East 188 feet along the shore of Gull Lake; thence North 24 degrees 9 minutes East 62 feet continuing along the said shore to the North line of said Halek tract, the point of beginning; thence South 89 degrees 8 minutes East 200 feet along the North line of said Halek tract to its northeast corner; thence South 24 degrees 9 minutes West 27.4 feet along the East line of said Halek tract; thence North 81 degrees 33 minutes West 190.8 feet to the point of beginning, PID# 87-020-3128, located at 1506 Sunset View Rd, East Gull Lake, MN 56401. An application was submitted to request a CUP to The City of East Gull Lake. The property is located in the R-3 zoning district and contains 29,871 square feet, Riparian to Gull Lake (General Development).

Directions to property: From City Hall proceed across the Gull Lake Dam heading west and proceed to Cass County 70, one block west on Cass County 70 to Scenic Drive and then proceed to Sunset View Road in about 3 blocks and take a right, Continue to address # 1506 Sunset View Road.

A conditional use permit is required based on the fact that the home is only 33 feet from the OHW of Gull Lake. Based on our ordinance Section 8.4-4 for Non Conforming Structures and Uses, a one-time addition may be granted based upon certain conditions as listed in our findings of fact:

EGL Comprehensive Plan Policies:

1. Protect the area's lakes from damage and degradation.
2. Maintain and support the resort community in the City.
3. Preserve and enhance the scenic beauty and natural plant communities of the area.
4. Work to improve recreation opportunities for residents and visitors throughout the City.
5. Strengthen the bond that make the people who live in, work in, and visit East Gull Lake identify with the community.

Staff Findings of fact:

1. A one-time addition to a non-conforming principal structure shall be permitted based on our ordinance subject to the following conditions:
 - a. Approval shall be granted through the Conditional Use Permit process
 - b. The non-conformity is solely due to structure being 33 feet from OHW of Gull Lake
 - c. The size of the addition shall not exceed 50% of the size of the structure that it is being added to.
 - d. The total footprint of the structure, once the addition is completed, shall not exceed 2,500 square feet, including decks, porches, patios and other projections
 - e. For reasons of personal security, a small basement storm shelter area will be allowed under the new addition similar to what was there before construction.
 - f. A storm water management plan is implemented that directs storm water away from adjacent properties and surface waters, particularly where the beach addition will be built.
 - g. The height of the addition shall not exceed the height of the existing structure.
 - h. Beyond minor alterations needed to accommodate the addition, no structural modifications shall be made to the original structure
 - i. No permits shall be granted under this provision for homes constructed after July 1, 1995 or where a previous variance has been approved
 - j. All other provisions of the Ordinance must be complied with
 - k. 11,882 Square feet of additional land is being purchased from the neighboring property of John and Lynn Shimota to give them at total of 31,612 Square feet, a 1-26-2016 signed letter of intent is included with the CUP application.
2. Before a Land use application for construction will be issued, the sale of the additional property must be completed and registered with the county.

Planning Commission Direction: The commission can recommend approval of the conditional use permit, recommend denial of the conditional use permit or table the request if additional information is needed. If the recommendation is for approval or denial, findings of fact should be cited.

Staff Recommendation: Staff recommends that the Conditional Use Permit be approved based on the findings of fact listed above. We also recommend the following conditions:

1. Additional land is being acquired to drop impervious coverage % on total parcel from a current 29.1% to 17.4%
2. Existing concrete slabs and the entry deck are being removed and replaced to reduce overall footprint of lakeside structure by 17 square feet.
3. Addition of extending the roof over existing lakeside deck will only be allowed if it remains open and does not become a screened in porch or a 3 season porch in the future.
4. Removal of 25 feet of existing concrete retaining wall to create a 25'x15' beach area with a berm to prevent erosion of the beach sand and retain storm water.
5. Retain and preserve natural stormwater retention areas as shown in plan for the future.
6. Before a Land Use application is issued, the sale of the additional land should be completed and recorded.

Agreement for Professional Services

This Agreement is effective as of March 1, 2016, between City of East Gull Lake, Minnesota (Client) and Short Elliott Hendrickson Inc. (Consultant).

This Agreement authorizes and describes the scope, schedule, and payment conditions for Consultant's work on the Project described as: **North Plant Facility Plan (Squaw Point/Gull Point Facility)**.

Client's Authorized Representative: Mr. Rob Mason, City Administrator
Address: 10790 Squaw Point Road
East Gull Lake, MN 56401-3088
Telephone: 218.828.9279 **email:** robegl@scicable.com

Project Manager: John M. Friel, PE
Address: 3535 Vadnais Center Drive
St. Paul, MN 55110-5196
Telephone: 651.490.2140 **email:** jfriel@sehinc.com

Scope: The Basic Services to be provided by Consultant as set forth herein is provided subject to the attached General Conditions of the Agreement for Professional Services (General Conditions Rev. 12.07.15), which is incorporated by reference herein and subject to Exhibits attached to this Agreement.

The scope of services for the Facility Plan is being broken into the following tasks:

Task 1: Document Existing Facility Conditions

The first step in the facility planning process is to document the existing conditions. The Minnesota Pollution Control Agency (MPCA) has specific requirements for the items to be covered in a Facility Plan. The following will be included in the Facility Plan to document the existing conditions:

- Existing treatment system description: The description will be based on existing as-built drawings and maps and will not include field surveys or on-site data collection beyond an initial site visit.
- Unit process capacity and condition summary: The summary will include design capacity information, description of the condition, and treatment capacity as evaluated according to Ten States Standards Guidelines.
- Discharge monitoring reports (DMRs) summary: The MPCA requires the City to submit DMRs to confirm compliance with the City's National Pollutant Discharge Elimination System (NPDES) permit. A review of the DMRs from the previous four years will provide current wastewater characteristics, including total suspended solids (TSS), biological oxygen demand (BOD), and phosphorous loads. These loads will be compared to expected loads based on typical per capita waste contributions.
- Desktop infiltration/inflow (I/I) analysis: This preliminary analysis will use existing flow records to determine approximate rates of infiltration and inflow entering the collection system. If these rates exceed the standards as set forth by the MPCA, additional evaluation outside the scope presented herein may be required.
- 100-year flood elevation review: The location of the 100-year floodplain, relative to the WWTF, will be identified based upon existing information provided by the Department of Natural Resources.

Task 2: Identify Future Design Conditions

To create a useful planning document, future design conditions must be identified. These future conditions include future wastewater flows and loads, resulting from both residential and non-residential customers, and future effluent limits. The following will be included in the discussion of future conditions:

- Planning area and population projections: It is assumed that the City will provide SEH with a description of the future planning area and flow/population projections.

- Future flows and loads calculation: The MPCA has a standard worksheet for establishing the future design flows and loads. This worksheet will address data from the DMR summary and future flow/population projections. The future flows and loads will form the basis of design for the treatment alternatives.
- Future effluent limits determination: The MPCA has a standard form for requesting effluent limit determinations. The MPCA fee to request an effluent limit determination is approximately \$1,550 and shall be paid directly by the City. Response from the MPCA has taken approximately two months and this delay is incorporated into the planned schedule.

Task 3: Alternative Analysis

Based upon the future flows, loads, and effluent limits, expansion and/or upgrade options for the North Plant (Squaw Point/Gull Point Facility) will be evaluated. The evaluation will focus on at least two treatment expansion alternatives to provide added capacity and added phosphorus removal treatment. Additionally, an alternative of pumping the wastewater to the South Treatment Plant will be evaluated. Finally the Madden’s and Cragun’s lift station will be evaluated with respect to improvements to the existing lift stations and options related to upstream equalization capacity. The alternative analysis evaluations are divided into the following subtasks.

Subtask 3.1: North Plant (Squaw Point/Gull Point Facility) Expansion and Phosphorus Removal

SEH proposes to identify improvements needed to the existing influent screening, pond aeration, sand filtration, and ultraviolet disinfection systems along with expansion alternatives to add capacity and phosphorus removal to the treatment system. Process changes required for phosphorus removal can have impacts on secondary treatment and solids handling. These impacts will be reviewed. Given the age and condition of the existing equipment, it is expected that some equipment will need replacement or repair. The Facility Plan will establish the need for and timing of expansion of the North Plant treatment process. It is assumed that expanded treatment could consist of the addition of a third pond cell and a new final clarifier system or a new oxidation ditch/final clarifier system.

Subtask 3.2: Pumping System to South Plant

An alternative will be considered to add a pumping station and force main system to transfer untreated wastewater to the South Plant. This option presumes the existing North Plant would be decommissioned and abandoned. Impacts to long term operational costs to the East Gull Lake system are an important part of this scenario.

Subtask 3.3: Madden’s Lift Station Improvements

The existing Madden’s Lift Station was upgraded with larger pumps inside the same wet well resulting in reduced storage time and short pumping cycle times. With the City’s input, SEH will consider improvements to the lift station and upstream equalization storage and pumping.

Subtask 3.4: Cragun’s Lift Station Improvements

The existing Cragun’s Lift Station may need some upgrades to address recent issues. With the City’s input, SEH will consider improvements to the lift station and potential upstream equalization storage and pumping.

Task 4: Cost Analysis and Recommendations

For each of the subtasks described in Task 3 above, SEH will prepare engineer’s estimates of the costs associated with the alternatives. The improvements will be grouped into stages based upon capacity and condition needs. The present worth cost analysis for each stage of improvement will be determined incorporating capital costs and O&M costs.

SEH will estimate the impact the recommended improvements will have to the City’s sewer rates. This will simply show the relative rate increases due to the future improvement schedule and will not be a detailed rate study.

Task 5: Regulatory Assistance

SEH proposes to assist the City with submitting the Facility Plan documents to the MPCA. SEH will also complete the form to request placement on the Project Priority List (PPL) if the City wishes to use PFA funding for proposed improvements.

An Environmental Assessment Worksheet (EAW) needs to be completed as part of the Facility Plan and is included in the proposed fee. An Environmental Impact Statement (EIS) or a Non-Degradation Analysis and Review are not included in this proposal. Currently, an EIS or Non-Degradation Review are required for projects that include an increase in wet weather flows above 200,000 gpd or where loadings will increase or are deemed to have significant impacts to the receiving water body. However, if it is determined later that an EIS or Non-Degradation review is required, they would be considered additional services.

Task 6: Deliverables

Tasks 1 through 4 will be documented in the Facility Plan. The Facility Plan will include conceptual process flow diagrams and site layouts, as needed. Two hard copies of the draft Facility Plan will be submitted to the City for comments. Comments from the City will be incorporated into the final Facility Plan for council approval.

Task 7: Meetings and Conference Calls

Four (4) meetings and conference calls with the City are anticipated throughout the course of completing the Facility Plan. These meetings and conference calls consist of: (1) an initial kick-off meeting and site visit, (2) conference calls to discuss flow projections and discuss alternatives, (3) a meeting to discuss the Facility Plan recommendations, (4) the public hearing, and (5) a follow up meeting or conference call to review final recommendations and implementation with the staff or council.

Additional meetings can be completed as requested and will be considered additional services.

Task 8: Project Management

Project management and coordination are needed to successfully complete the Facility Plan. The project manager will be the point of contact between the City and SEH staff. The project manager will also assure that deliverables are completed as required with proper review.

CITY'S RESPONSIBILITIES

The City shall:

1. Assist SEH by placing at SEH's disposal all available information pertinent to the Project.
2. Give thorough consideration to all sketches, estimates, drawings, specifications, proposals, and other documents presented by SEH, and inform SEH of all decisions within a reasonable amount of time so as not to delay SEH.
3. Participate in meetings on a regular basis as proposed in this Agreement.
4. Provide such fiscal, legal, accounting, and insurance counseling services as may be required for the Project.
5. Pay all charges or fees required by any agency or authority having jurisdiction over the Project for review of plans, specifications, and contract documents, or for obtaining permits.

ADDITIONAL SERVICES

SEH will furnish Additional Services due to changes in the scope of services or as requested by the City. We will provide an estimated fee for Additional Services as requested. Additional Services not included in the proposal include, but are not limited to, the following:

1. Conducting a detailed infiltration/inflow analysis or sewer system evaluation survey.
2. Performing hydrogeologic studies and historical surveys (not anticipated).
3. Conducting a site survey to identify boundary of the 100-year flood elevation if this data is not readily available.
4. Performing property surveys.
5. Advertising for a public hearing and paying related publication costs. SEH will prepare the Notice for the Public Hearing.
6. Additional services in connection with the Facility Plan not otherwise provided for in the Scope of Services.
7. Costs of various agency (DNR, historical society, etc.) reviews involved with the EIW.
8. Completion of a non-degradation review or environmental impact statement.

Schedule:

SEH shall commence preparing the Facility Plan following authorization to proceed from the City. It is anticipated that authorization to proceed will occur at the March 1, 2016 Council meeting.

The Facility Plan will be developed in 2016 and 2017 and will be substantially completed by February 2017. The Public Hearing for the Facility Plan should be scheduled during or prior to February 2017 in order to meet the deadline in early March for consideration on the 2017 PPL. It is understood that SEH is not responsible for any time delays in the Project by circumstances beyond SEH's control.

Payment: The cost of these proposed services to prepare a Facility Plan is subject to a not-to-exceed amount of \$36,500 including expenses and equipment. It is proposed that part of the facility plan be prepared in 2016 followed by the completion in early 2017. This relates to an authorized fee of \$15,000 in 2016 for work related to the North Plant, and \$5,500 for work related to the lift stations either in 2016 or 2017, and the remaining facility plan work of \$16,000 for work in 2017.

The payment method, basis, frequency and other special conditions are set forth in attached Exhibit A-1.

This Agreement for Professional Services, attached General Conditions, Exhibits and any Attachments (collectively referred to as the "Agreement") supersedes all prior contemporaneous oral or written agreements and represents the entire understanding between Client and Consultant with respect to the services to be provided by Consultant hereunder. In the event of a conflict between the documents, this document and the attached General Conditions shall take precedence over all other Exhibits unless noted below under "Other Terms and Conditions". The Agreement for Professional Services and the General Conditions (including scope, schedule, fee and signatures) shall take precedence over attached Exhibits. This Agreement may not be amended except by written agreement signed by the authorized representatives of each party.

Other Terms and Conditions: Other or additional terms contrary to the General Conditions that apply solely to this project as specifically agreed to by signature of the Parties and set forth herein:
None.

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Short Elliott Hendrickson Inc.

City of East Gull Lake, Minnesota

By: 
Jeffrey R. Ledin, PE
Title: Client Service Manager

By: _____
Title: _____

Exhibit A-1
to Agreement for Professional Services
Between City of East Gull Lake, Minnesota (Client)
and
Short Elliott Hendrickson Inc. (Consultant)
Dated March 1, 2016

Payments to Consultant for Services and Expenses
Using the Hourly Basis Option

The Agreement for Professional Services is amended and supplemented to include the following agreement of the parties:

A. Hourly Basis Option

The Client and Consultant select the hourly basis for payment for services provided by Consultant. Consultant shall be compensated monthly. Monthly charges for services shall be based on Consultant's current billing rates for applicable employees plus charges for expenses and equipment.

Consultant will provide an estimate of the costs for services in this Agreement. It is agreed that after 90% of the estimated compensation has been earned and if it appears that completion of the services cannot be accomplished within the remaining 10% of the estimated compensation, Consultant will notify the Client and confer with representatives of the Client to determine the basis for completing the work.

Compensation to Consultant based on the rates is conditioned on completion of the work within the effective period of the rates. Should the time required to complete the work be extended beyond this period, the rates shall be appropriately adjusted.

B. Expenses

The following items involve expenditures made by Consultant employees or professional consultants on behalf of the Client. Their costs are not included in the hourly charges made for services and shall be paid for as described in this Agreement but instead are reimbursable expenses required in addition to hourly charges for services:

1. Transportation and travel expenses.
2. Long distance services, dedicated data and communication services, teleconferences, Project Web sites, and extranets.
3. Lodging and meal expense connected with the Project.
4. Fees paid, in the name of the Client, for securing approval of authorities having jurisdiction over the Project.
5. Plots, Reports, plan and specification reproduction expenses.
6. Postage, handling and delivery.
7. Expense of overtime work requiring higher than regular rates, if authorized in advance by the Client.
8. Renderings, models, mock-ups, professional photography, and presentation materials requested by the Client.
9. All taxes levied on professional services and on reimbursable expenses.
10. Other special expenses required in connection with the Project.
11. The cost of special consultants or technical services as required. The cost of subconsultant services shall include actual expenditure plus 10% markup for the cost of administration and insurance.

The Client shall pay Consultant monthly for expenses.

C. Equipment Utilization

The utilization of specialized equipment, including automation equipment, is recognized as benefiting the Client. The Client, therefore, agrees to pay the cost for the use of such specialized equipment on the project. Consultant invoices to the Client will contain detailed information regarding the use of specialized equipment on the project and charges will be based on the standard rates for the equipment published by Consultant.

The Client shall pay Consultant monthly for equipment utilization.

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General Conditions of the Agreement for Professional Services

SECTION I – SERVICES OF CONSULTANT

A. General

1. Consultant agrees to perform professional services as set forth in the Agreement for Professional Services or Supplemental Letter Agreement (“Basic Services”). Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or the Consultant. The Consultant’s services under this Agreement are being performed solely for the Client’s benefit, and no other party or entity shall have any claim against the Consultant because of this Agreement or the performance or nonperformance of services hereunder.

B. Schedule

1. Unless specific periods of time or dates for providing services are specified, Consultant’s obligation to render services hereunder will be for a period which may reasonably be required for the completion of said services.
2. If Client has requested changes in the scope, extent, or character of the Project or the services to be provided by Consultant, the time of performance and compensation for Consultant’s services shall be adjusted equitably. The Client agrees that Consultant is not responsible for damages arising directly or indirectly from delays beyond Consultant’s control. If the delays resulting from such causes increase the cost or the time required by Consultant to perform its services in accordance with professional skill and care, then Consultant shall be entitled to a equitable adjustment in schedule and compensation.

C. Additional Services

1. If Consultant determines that any services it has been directed or requested to perform are beyond the scope as set forth in the Agreement or that, due to changed conditions or changes in the method or manner of administration of the Project, Consultant’s effort required to perform its services under this Agreement exceeds the stated fee for Basic Services, then Consultant shall promptly notify the Client regarding the need for additional services. Upon notification and in the absence of a written objection, Consultant shall be entitled to additional compensation for the additional services, and to an extension of time for completion of additional services absent written objection by Client.
2. Additional services shall be billed in accord with agreed upon rates, or if not addressed, then at Consultant’s standard rates.

D. Suspension and Termination

1. If Consultant’s services are delayed or suspended in whole or in part by Client, or if Consultant’s services are delayed by actions or inactions of others for more than 60 days through no fault of Consultant, then Consultant shall be entitled to either terminate its agreement upon 7 days written notice or, at its option, accept an equitable adjustment of rates and amounts of compensation provided for elsewhere in this Agreement to reflect reasonable costs incurred by Consultant.
2. This Agreement may be terminated by either party upon seven days written notice should the other party fail substantially to perform in accordance with its terms through no fault of the party initiating the termination.
3. This Agreement may be terminated by either party upon thirty days’ written notice without cause. All provisions of this Agreement allocating responsibility or liability between the Client and Consultant shall survive the completion of the services hereunder and/or the termination of this Agreement.
4. In the event of termination, Consultant shall be compensated for services performed prior to termination date, including charges for expenses and equipment costs then due and all termination expenses.

SECTION II – CLIENT RESPONSIBILITIES

A. General

1. The Client shall, in proper time and sequence and where appropriate to the Project, at no expense to Consultant, provide full information as to Client’s requirements for the services provided by Consultant and access to all public and private lands required for Consultant to perform its services.
2. The Consultant is not a municipal advisor and therefore Client shall provide its own legal, accounting, financial and insurance counseling and other special services as may be required for the Project. Client shall provide to Consultant all data (and professional interpretations thereof) prepared by or services performed by others pertinent to Consultant’s services, including but not limited to, previous reports; sub-surface explorations; laboratory tests and inspection of samples; environmental assessment and impact statements, surveys, property descriptions; zoning, deed and other land use restrictions; as-built drawings, electronic data base and maps. The costs associated with correcting, creating or recreating any data that is provided by the Client that contains inaccurate or unusable information shall be the responsibility of the Client.
3. Client shall provide prompt written notice to Consultant whenever the Client observes or otherwise becomes aware of any changes in the Project or any defect in Consultant’s services. Client shall promptly examine all studies, reports, sketches, opinions of construction costs, specifications, drawings, proposals, change orders, supplemental agreements and other documents presented by Consultant and render the necessary decisions and instructions so that Consultant may provide services in a timely manner.
4. Client shall require all utilities with facilities within the Client’s Project site to locate and mark said utilities upon request, relocate and/or protect said utilities as determined necessary to accommodate work of the Project, submit a schedule of the necessary relocation/protection activities to the Client for review and comply with agreed upon schedule. Consultant shall not be liable for damages which arise out of Consultant’s reasonable reliance on the information or services furnished by utilities to Client or others hired by Client.
5. Consultant shall be entitled to rely on the accuracy and completeness of information or services furnished by the Client or others employed by the Client and shall not be liable for damages arising from reasonable reliance on such materials. Consultant shall promptly notify the Client if Consultant discovers that any information or services furnished by the Client is in error or is inadequate for its purpose.

SECTION III – PAYMENTS

A. Invoices

1. Undisputed portions of invoices are due and payable within 30 days. Client must notify Consultant in writing of any disputed items within 15 days from receipt of invoice. Amounts due Consultant will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) for invoices 30 days past due. Consultant reserves the right to retain Instruments of Service until all invoices are paid in full. Consultant will not be liable for any claims of loss, delay, or damage by Client for reason of withholding services or Instruments of Service until all invoices are paid in full. Consultant shall be entitled to recover all reasonable costs and disbursements, including reasonable attorney’s fees, incurred in connection with collecting amounts owed by Client.
2. Should taxes, fees or costs be imposed, they shall be in addition to Consultant’s agreed upon compensation.
3. Notwithstanding anything to the contrary herein, Consultant may pursue collection of past due invoices without the necessity of any mediation proceedings.

SECTION IV – GENERAL CONSIDERATIONS

A. Standards of Performance

1. The standard of care for all professional engineering and related services performed or furnished by Consultant under this Agreement will be the care and skill ordinarily exercised by members of Consultant's profession practicing under similar circumstances at the same time and in the same locality. Consultant makes no warranties, express or implied, under this Agreement or otherwise, in connection with its services.
2. Consultant neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform the work in accordance with its construction contract or the construction documents prepared by Consultant. Client acknowledges Consultant will not direct, supervise or control the work of construction contractors or their subcontractors at the site or otherwise. Consultant shall have no authority over or responsibility for the contractor's acts or omissions, nor for its means, methods or procedures of construction. Consultant's services do not include review or evaluation of the Client's, contractor's or subcontractor's safety measures, or job site safety or furnishing or performing any of the Contractor's work.
3. If requested in the scope of a Supplemental Letter Agreement, then Consultant may provide an Opinion of Probable Construction Cost. Consultant's Opinions of Probable Construction Cost provided for herein are to be made on the basis of Consultant's experience and qualifications and represent Consultant's best judgment as a professional generally familiar with the industry. However, since Consultant has no control over the cost of labor, materials, equipment or service furnished by others, or over the Contractor's methods of determining prices, or over competitive bidding or market conditions, Consultant cannot and does not guarantee that proposals, bids or actual construction cost will not vary from Opinions of Construction Cost prepared by Consultant. If Client wishes greater assurance as to probable Construction Cost, Client shall employ an independent cost estimator or negotiate additional services and fees with Consultant.

B. Indemnity for Environmental Issues

1. Consultant is not a user, generator, handler, operator, arranger, storer, transporter or disposer of hazardous or toxic substances, therefore the Client agrees to hold harmless, indemnify and defend Consultant and Consultant's officers, directors, subconsultant(s), employees and agents from and against any and all claims, losses, damages, liability and costs, including but not limited to costs of defense, arising out of or in any way connected with, the presence, discharge, release, or escape of hazardous or toxic substances, pollutants or contaminants of any kind at the site.

C. Limitations on Consultant's Liability

1. The Client hereby agrees that to the fullest extent permitted by law, Consultant's total liability to the Client for any and all injuries, claims, losses, expenses, or damages whatsoever arising out of or in any way related to the Project or this Agreement from any cause or causes including, but not limited to, Consultant's negligence, errors, omissions, strict liability, breach of contract or breach of warranty shall not exceed one million dollars (\$1,000,000). In the event Client desires limits of liability in excess of those provided in this paragraph, Client shall advise Consultant in writing and agree that Consultant's fee shall increase by 1% for each additional million dollars of liability limits, up to a maximum limit of liability of five million dollars (\$5,000,000).
2. Neither Party shall be liable to the other for consequential damages, including, without limitation, lost rentals, increased rental expenses, loss of use, loss of income, lost profit, financing, business and reputation and for loss of management or employee productivity, incurred by one another or their subsidiaries or successors, regardless of whether such damages are foreseeable and are caused by breach of contract, willful misconduct, negligent act or omission, or other wrongful act of either of them.
3. It is intended by the parties to this Agreement that Consultant's services shall not subject Consultant's employees, officers or directors to any personal legal exposure for the risks associated with this Agreement. The Client agrees that as the Client's sole

and exclusive remedy, any claim, demand or suit shall be directed and/or asserted only against Consultant, and not against any of Consultant's individual employees, officers or directors, and Client knowingly waives all such claims against Consultant individual employees, officers or directors.

D. Assignment

1. Neither party to this Agreement shall transfer, sublet or assign any rights under, or interests in, this Agreement or claims based on this Agreement without the prior written consent of the other party. Any assignment in violation of this subsection shall be null and void.

SECTION V – DISPUTE RESOLUTION

A. Mediation

1. Any dispute between Client and Consultant arising out of or relating to this Agreement or services provided under this Agreement, (except for unpaid invoices which are governed by Section III), shall be submitted to nonbinding mediation as a precondition to litigation unless the parties mutually agree otherwise. Mediation shall occur within 60 days of a written demand for mediation unless Consultant and Client mutually agree otherwise.

B. Litigation – Choice of Venue and Jurisdiction

1. Any dispute not settled through mediation shall be settled through litigation in the state where the Project at issue is located.

SECTION VI – INTELLECTUAL PROPERTY

A. Proprietary Information

1. All documents, including reports, drawings, calculations, specifications, CADD materials, computers software or hardware or other work product prepared by Consultant pursuant to this Agreement are Consultant's Instruments of Service ("Instruments of Service") and Consultant retains all ownership interests in Instruments of Service, including all available copyrights.
2. Consultant shall retain all of its rights in its proprietary information including, without limitation, its methodologies and methods of analysis, ideas, concepts, expressions, inventions, know how, methods, techniques, skills, knowledge and experience possessed by Consultant prior to, or acquired by Consultant during, the performance of this Agreement and the same shall not be deemed to be Work Product or Work for Hire and Consultant shall not be restricted in any way with respect thereto.

B. Client Use of Instruments of Service

1. Provided that Consultant has been paid in full for its services, Client shall have the right in the form of a license to use Instruments of Service resulting from Consultant's efforts on the Project. Consultant shall retain full rights to electronic data and the drawings, specifications, including those in electronic form, prepared by Consultant and its subconsultants and the right to reuse component information contained in them in the normal course of Consultant's professional activities. Consultant shall be deemed to be the author of such Instruments of Service, electronic data or documents, and shall be given appropriate credit in any public display of such Instruments of Service.
2. Records requests or requests for additional copies of Instruments of Services outside of the scope of services are available to Client subject to Consultant's current rate schedule.

C. Reuse of Documents

1. All Instruments of Service prepared by Consultant pursuant to this Agreement are not intended or represented to be suitable for reuse by the Client or others on extensions of the Project or on any other Project. Any reuse of the Instruments of Service without written consent or adaptation by Consultant for the specific purpose intended will be at the Client's sole risk and without liability or legal exposure to Consultant; and the Client shall release Consultant from all claims arising from such use. Client shall also defend, indemnify and hold harmless Consultant from all claims, damages, losses and expenses including attorneys' fees arising out of or resulting from reuse of Consultant documents without written consent.

City of East Gull Lake

Staff Report

To: Mayor & City Council
From: Administrative Assistant Schack
Meeting Date: March 3, 2016
Subject: Resolution 03:01-16: Airport Maintenance & Operation Grant
Agenda Item: 14a

Description of Request

City Staff requests the approval for authorization to execute the Minnesota Department of Transportation Airport Maintenance and Operation Grant Contract.

The following members of Council voted in favor of the motion by _____
to adopt Resolution 03:01-16:



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: March 1, 2016

Agenda Item: 14b

Subject: BOAE meeting – April 21, 2016 at 10:00AM

Report:

Council Action Requested:

City Staff and Cass County Assessor request approval of meeting date and time for the Board of Appeal and Equalization for April 21, 2016 at 10:00 am.