

## City of Emily

**AGENDA**

Tuesday, April 9, 2024

**6:00 p.m. CALL TO ORDER****PLEDGE OF ALLEGIANCE****ROLL CALL****PLEASE TURN OFF ALL CELLPHONES FOR THE DURATION OF THE MEETING.****APPROVE AGENDA** *(Council action – motion)***CONSENT AGENDA:** One motion to approve:

- MINUTES: March 20, 2024 Special Meeting
- FINANCIAL REPORT: March 2024 Checking Beginning Balance \$1,058,666.24, Ending Balance \$1,042,285.17
- RECEIPTS: General \$46,173.39, Sewer \$876.56, Total \$47,049.95
- CLAIMS FOR APPROVAL: **\$45,006.22** for Pine River State Bank Checks #61279 to #61336 and automatic withdrawals #330779 to #330789
- INVESTMENTS (Market Value): \$396,691.65
- TOTAL CHECKING/INVESTMENTS: \$1,438,976.42

**PUBLIC FORUM** (Opportunity for public to address the Council during the Council Meeting.)**FIRE DEPARTMENT**

- Public Safety Contract between the City and Township of Little Pine with fire protection contract rate of 2.874% and first response coverage contract rate of .51838%. *(Council action – motion)*
- Public Safety Contract between the City and Fairfield Township with fire protection contract rate of 2.874% and first response coverage contract rate of .51838%. *(Council action – motion)*
- Public Safety Contract between the City and Ross Lake Township with fire protection contract rate of 2.874%. *(Council action – motion)*

**FIRST RESPONSE UNIT**

- **Confirmation of First Response Unit election results as follows: Chief Krista Kommer and Assistant Chief Connie Pollock.** *(Council action – motion)*
- Payment plan of \$50 per month or conciliation court claim for unpaid invoice for First Responder training reimbursement of \$600. *(Council action – motion)*
- Resolution 24-14 Accepting Donation to the City of \$1,350 from Roosevelt and Lawrence Area Lakes Association to the First Response Unit Equipment Fund. *(Council action – motion)*

**LAW ENFORCEMENT**

- Quotes for development of northern outpost for Sheriff Department **(\$10,000 saved in 228 Police Fund for paint, carpet, and furniture and \$30,000 saved in 406 City Hall for the access/security system upgrade):** *(Council action – motion)*
  - Furniture:
    - Connect Interiors for furniture, including one desk, two tables, nine office chairs, credenza, lounge, and ottoman, with design and project management services of \$150, using Omnia and Sourcewell contracts for a total of \$12,057.96 with 50% down payment with order. Installation is not included.
    - Amazon furniture, including one desk, two tables, nine office chairs, credenza, couch with ottoman, and coffee table for \$3,733.62 with delivery.

- TV:
  - Amazon 50" smart TV and wall mount for \$277.99 with shipping
  - Walmart 50" smart TV and wall mount for \$247.98 with shipping
- Carpet:
  - Main Office:
    - Connect Interiors for carpet tiles, vinyl wall base, shipping, and installation labor for main office area for \$3,170.
    - Hudrlik Carpet & Tile for replacement carpet tiles, vinyl wall base, shipping, and installation labor for \$4,055.59.
  - Conference Room:
    - Connect Interiors for replacement carpet tiles vinyl wall base, shipping, and installation labor for the conference room for \$965.
- Paint:
  - Nex-Gen Painting Inc. for painting the walls for \$2,200, stain blocking primer to stained ceiling tiles, and painting window paneling for \$360 for a total of \$2,560.
  - Fox Glen Painting for prepping and painting the walls, priming and painting window panels, and priming and stain-sealing ceiling tiles for a total of \$1,625.
- Access/Security System:
  - Midwest Security and Fire to remove existing security/card access system and install a new control panel, card access modules, and multi-class readers for total of \$6,367.75.
    - Additional costs:
      - Monitoring-virtual keypad access/security monitoring at \$39.99 per month including card programming and remote door control via smartphone or web browser. Advanced door reporting per door for \$4 per month. Total of \$51.99 per month for monitoring with three access doors.
      - 40% payment due on acceptance.
      - Install fire alarm network/cellular communication to existing control panel for \$685 with commercial monitoring service of \$45.99 per month.
      - Services Agreement with Security & Fire Partners, Inc. for annual testing of fire alarm, etc. for \$312 per annual inspection.
      - Access credentials – 50 pack proximity cards for \$305 and 50 pack proximity fobs for \$690
    - Optional costs:
      - Kitchen door card access for \$915
      - Gym exterior door card access for \$2,150
      - Interior hallway double doors card access for \$915
      - Clerk's Office door card access for \$2,120
        - Note: Each additional door added is an additional \$4 per month for advanced door reporting
  - Birchdale Fire & Security provides access/security monitoring at \$55.62 per quarter and fire alarm monitoring at 61.80 per quarter.
- Guardian Fleet Services check for \$10,000 for police vehicles deposited in 228 Police Fund.  
*(Information)*

## **WASTEWATER PLANNING & ZONING**

- Hire Brian Dobie, Structural Engineer, to inspect the wall between the Planning and Zoning Office and Clerk's Office for a door opening with charge not to exceed \$450 and submit a report with findings and required remedies for \$150 per hour. (One quote received, but additional contractors will not submit a quote to construct a doorway and install a door due to concern regarding structural integrity of brick wall.) *(Council action – motion)*

## **ATTORNEY ROADS**

- S.E.H. Feasibility Report developed for 2024 Road Improvement Project. Resolution 24-18 Accepting Feasibility Report, without calling a public hearing at this time for consideration of an alternative scaled back project. *(Council action – motion)*
  - 2024 street improvements budgeted for \$65,689.88. *(Information)*

- S.E.H. Scope of Services for Preliminary Engineering for Roosevelt Drive over Crooked Creek Bridge Replacement to develop preliminary plans for an amount not to exceed \$49,994. **(Budgeted \$60,000)** *(Council action – motion)*
  - Possible Sourcewell Consultant Services Reimbursement for up to \$10,000. *(Information)*
- Update on McCoy Construction & Forestry Equipment Rental Agreement regarding trade-in of 1987 backhoe tractor for \$7,000 and total backhoe tractor cost of \$132,200. *(Information)*
- Pavestripe LLC quote for curb painting on State Highway 6 for \$1,100. (Not budgeted) *(Council action – motion)*

## **MAINTENANCE CITY HALL**

- Crow Wing County SHIP Partner Agreement for grant for reimbursement of up to \$1,500 for purchase of a hydration station for City Hall with in kind contribution of installation by City and a requirement to publish a midweek motivator article in the Brainerd Dispatch with photos. *(Council action – motion)*
  - Purchase of Elkay bottle filling station, non-filtered, through Amazon for up to \$1,500. *(Council action – motion)*
  - Pike Plumbing and Heating removal of existing water cooler and installation of supplied water cooler for \$1,240. *(Council action – motion)*

## **CEMETERY PARKS**

- Dugouts repair based on visual inspection using Park Funds, including repair by Maintenance personnel or specifications for request of quotes. *(Council action – motion)*
- Update on request for quotes to construct new pickleball courts. *(Council action – motion)*
- Portable toilet rental quote from Al's Sewer Service for three units for the City Park, City Hall, and Ballfield Park for \$130 each per month with extra charge for cleaning if the units are vandalized. *(Council action – motion)*
- **Scoreboard posts quote from Quality Fabricating for two 20' vertical I-beam posts and two 4' horizontal braces including labor, prime, paint, and finish coating for \$1,678. *(Council action – motion)***

## **LIBRARY PERSONNEL**

- Park Commission recommendation to appoint Gregory Koch to the Park Commission for a 3 year term of April 10, 2024 to December 31, 2026. *(Council action – motion)*
- Hiring of two part-time Seasonal Maintenance Workers for up to 32 hours per week per recommendation of Personnel Committee with wage of \$18 per hour and start date of May 1, 2024 pending preemployment screenings and background check as per drafted Job Offer letters. *(Council action – motion)*
- **Kenny Roden resignation from Emergency Management Director effective May 1, 2024. *(Council action – motion)***
- **Appointment of Brian Foster as Emergency Management Director effective May 2, 2024. *(Council action – motion)***

## **EMILY WATERS**

- Emily Waters Committee recommendation regarding Emily Lakes and Rivers Protection Fund Appropriations Applications (budget of \$17,215): *(Council action – motion)*
  - Roosevelt and Lawrence Area Lake Association for ongoing inspection at landings, surveying and treating for invasive plant and animal species on Roosevelt Lake: **\$5,738.**
  - Ruth Lake Improvement District for Eurasian Watermilfoil remediation on Ruth Lake, including survey and treatment: **\$5,738.**
  - Emily Lakes and River Association for inspection and control of Eurasian Water Milfoil in Emily and Mary Lakes and the Little Pine River between Mary and Emily Lakes: **\$5,738.**

## **ECONOMIC DEV. (EDA) CODIFICATION**

### **UNFINISHED BUSINESS:**

- North Star Manganese update. *(Information)*

## **NEW BUSINESS:**

- Crow Wing County request for classification to non-conservation and future sale of landlocked tax forfeited land, Parcel ID 21180513. *(Council approval – motion)*
- Development of Sourcewell grant applications:
  - Community Impact Funding Grant (lottery):
    - Purchase of generator for City Hall for Emergency Shelter:
      - Generator Power Systems for 200 KW diesel Blue Star Power Systems stand by generator, including purchase and installation, including electric boiler, for total of \$129,818.10.
      - Generator Power Systems 48 KW liquid cooled 208 volt generator, including purchase and installation, not including electric boiler, for total of \$58,189.04.
      - Holden Electric Co., Inc. for 40KW diesel generator with 24hr fuel tank, including purchase and installation, 600A ATS switch, provide emergency power to boiler pumps for backup boiler for total of \$74,425.00.
    - Purchase and installation of new microphones for the Council Chambers from Tremolo for \$1,390.
  - Match Funding Grant (or Public Safety Aid):
    - Electronic speed signs (not budgeted)
- Purchase and installation of new Clerk's Office computer from Tremolo for \$874.94. *(Council approval – motion)*
- Crow Wing County Historical Society request for a donation. Donation budgeted for \$100. *(Council approval – motion)*
- Resolution 24-19 Approving a Lawful Gambling Permit for the Lakers Lions of Emily, Outing & Fifty Lakes to hold a raffle drawing at The Pickled Loon Saloon of Emily on Saturday, August 17, 2024 with no waiting period. *(Council action – motion)*
- Proclamation 2024-01 Recognizing National Pregnancy and Infant Loss Remembrance Day. *(Council action – motion)*

## **CORRESPONDENCE:**

- ✓ State Auditor re: approval of extension of audit due date to June 14, 2024.
- ✓ Ehlers re: potential refunding of existing bonds.
- ✓ Initiative Foundation re: thank you for past donations.

## **Scheduled Upcoming Meetings:**

- Schedule meeting to review ordinances for revisions, including for employment of the First Responders on the Fire Department.

## **ADJOURN**



Minutes and Proceedings of the  
City Council of the City Of Emily in the  
County of Crow Wing, State of Minnesota

March 20, 2024  
Special Meeting

THESE MINUTES ARE PARAPHRASED AND ARE NOT WRITTEN WORD FOR WORD.

The Emily City Council met for a Special Meeting on Wednesday, March 20, 2024 in the Council Chambers and was called to order by Mayor Tracy Jones at 1:07 p.m. Councilmembers Gerhart Hanson, Andrew Hemphill, and Gregory Koch were present. Councilmember Bryce Butcher was present for the field trip. Alex Voit, City Engineer, S.E.H., Brian Foster, Maintenance Supervisor, and Cari Johnson, City Clerk/Treasurer, were also present.

The Pledge of Allegiance was recited.

The Council reviewed the road improvement maps provided by S.E.H. with recommended treatments for each paved road. The Council discussed the possibility of repairing sections of roads in the worst conditions instead of repairing/replacing entire roads. Maintenance Supervisor Foster reported most of the roads are 1 1/2" thick so there is not enough pavement to do a mill and overlay.

Mayor Jones recessed the Special Council Meeting at 1:11 p.m. for a field trip to review multiple roads for the Feasibility Study:

- Yellow Birch Lane – the green portion on the map was overlaid in the past. Sections of the road need to be overlaid.
- East Emily Drive – the section of pavement between 40373, just beyond the culvert, up the hill to 40449 needs to be replaced. The condition of that section of pavement has deteriorated enough that it cannot be overlaid.
- South Shore Drive – there are approximately five sections of pavement that cannot be overlaid and need to be replaced. One deteriorated section is just after the "Y" with East Emily Drive.
- Shadow Point – there are three locations that need work just before the cul de sac.
- South Bay Drive (Old Highway 6) – the road is 6" to 8" thick. There is a deteriorated section after the intersection with State Highway 6 on the north side.
- Par West – there are alligator cracks at the south end just before the hammer, but there are no residences there. The Council discussed setting a priority on repairing deteriorated sections that provide access to residences.
- Wood Lake Boulevard – Foster reported five deteriorated sections.

Mayor Jones reopened the meeting at 2:31 p.m. at the Emily City Hall.

The Road Committee members, Foster, and Alex Voit will inspect the roads and mark and measure the most deteriorated sections. Quotes will then be requested for repair of those road sections. Voit reported the Feasibility Study is required to assess properties for a portion of the road improvement costs. Voit reported the City cannot assess properties when repairing small sections of roads.

**COUNCILMEMBER HEMPHILL MADE THE MOTION TO ADJOURN THE MEETING. MAYOR JONES SECONDED THE MOTION. ROLL CALL VOTE – JONES, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.** The meeting ended at 2:35 p.m.

Respectfully submitted,

Attest:

\_\_\_\_\_  
Cari Johnson, MCMC  
City Clerk/Treasurer

\_\_\_\_\_  
Tracy Jones  
Mayor



As on 3/31/2024

Fund	Beginning Balance	Receipts	Sale of Investments	Transfers In	Disbursements	Purchase of Investments	Transfers Out	Ending Balance	Investment Balance	Total Balance
General Fund	677,672.47	78,747.15	1,026.97	0.00	214,306.05	2,944.16	0.00	540,196.38	120,051.43	660,247.81
Road and Bridge	106,569.71	40.60	0.00	0.00	3,840.00	0.00	0.00	102,770.31	0.00	102,770.31
Small Cities Revolving Loan Fund	15,705.14	1,930.24	0.00	0.00	0.00	0.00	0.00	17,635.38	0.00	17,635.38
Small Cities Housing Rehabilitation Fund	4.41	0.00	0.00	0.00	0.00	0.00	0.00	4.41	0.00	4.41
American Rescue Plan Fund	45,963.75	18.02	0.00	0.00	0.00	0.00	0.00	45,981.77	0.00	45,981.77
Library	1,581.22	0.56	0.00	0.00	0.00	0.00	0.00	1,581.78	0.00	1,581.78
Firemens equip fund 225	86,287.79	5,034.58	0.00	0.00	2,039.62	0.00	0.00	89,282.75	0.00	89,282.75
1st Resp. equip fund 226	53,715.54	6,188.77	357.21	0.00	357.21	966.46	0.00	58,937.85	41,757.01	100,694.86
Emily Area Recycling 227	0.00	27.10	0.00	0.00	68.00	0.00	0.00	(40.90)	0.00	(40.90)
Police Fund 228	12,127.16	10,006.01	0.00	0.00	0.00	0.00	0.00	22,133.17	0.00	22,133.17
FORFEITURE FUND 229	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
General Debt Service (Identify)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Debt Service PRI 2007 302	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Debt Service GOCIP 2012 303 and 305	45,643.78	2,264.83	0.00	0.00	43,262.50	0.00	0.00	4,646.11	0.00	4,646.11
Debt Service PRI 2014 304	38,166.14	2,113.54	0.00	0.00	39,046.25	0.00	0.00	1,233.43	0.00	1,233.43
Debt Service PRI 2004 305	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Debt Service PRI 2005 306	0.00	246.08	0.00	0.00	0.00	0.00	0.00	246.08	0.00	246.08
Park Acquisition and Development (Optional) CITY HALL CD 406	48,394.15	1,710.15	625.11	0.00	625.11	1,691.29	0.00	48,413.01	73,074.79	121,487.80
CEMETERY CD 407	30,003.82	11.69	0.00	0.00	0.00	0.00	0.00	30,015.51	0.00	30,015.51
SMALL CITIES CD 408	1,326.47	846.07	312.55	0.00	312.55	845.64	0.00	1,326.90	36,537.38	37,864.28
POLICE DEPART. 409	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SEWER EQUIP. 410	3,313.16	605.31	223.26	0.00	223.26	604.03	0.00	3,314.44	26,098.12	29,412.56
EDA CD 412	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
REHAB. PROJ. CD 413	10,076.19	4.08	0.00	0.00	0.00	0.00	0.00	10,080.27	0.00	10,080.27
CAP. PROJ. FIRE CD 414	5,015.54	1.97	0.00	0.00	0.00	0.00	0.00	5,017.51	0.00	5,017.51
CAP PROJ. RD CD 415	18,601.28	1,215.39	446.51	0.00	446.51	1,208.07	0.00	18,608.60	52,196.28	70,804.88
FUT. CITY DEV. CD 416	(2,204.61)	845.63	312.54	0.00	312.54	845.63	0.00	(2,204.61)	36,537.38	34,332.77

Fund	Beginning Balance	Receipts	Sale of Investments	Transfers In	Disbursements	Purchase of Investments	Transfers Out	Ending Balance	Investment Balance	Total Balance
SHOP BLDG CD 417	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sewage Collection and Disposal SEWER 617	102,531.58	20,560.79	89.30	0.00	85,713.07	241.61	0.00	37,226.99	10,439.26	47,666.25
Small Cities Grant 801	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Donor pass thru 851	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total :</b>	<b>1,300,494.69</b>	<b>132,418.56</b>	<b>3,393.45</b>	<b>0.00</b>	<b>390,552.67</b>	<b>9,346.89</b>	<b>0.00</b>	<b>1,036,407.14</b>	<b>396,691.65</b>	<b>1,433,098.79</b>

For the Period: 3/1/2024 To 3/31/2024

Name of Fund	Beginning Balance	Total Receipts	Total Disbursed	Ending Balance	Less Deposits In Transit	Plus Outstanding Checks	Total Per Bank Statement
General Fund	\$554,462.48	\$30,534.96	\$44,801.06	\$540,196.38	\$0.00	\$5,804.63	\$546,001.01
Road and Bridge	\$102,757.08	\$13.23	\$0.00	\$102,770.31	\$0.00	\$0.00	\$102,770.31
Small Cities Revolving Loan Fund	\$17,271.05	\$364.33	\$0.00	\$17,635.38	\$0.00	\$0.00	\$17,635.38
Small Cities Housing Rehabilitation Fund	\$4.41	\$0.00	\$0.00	\$4.41	\$0.00	\$0.00	\$4.41
American Rescue Plan Fund	\$45,975.83	\$5.94	\$0.00	\$45,981.77	\$0.00	\$0.00	\$45,981.77
Library	\$1,581.51	\$0.27	\$0.00	\$1,581.78	\$0.00	\$0.00	\$1,581.78
Firemens equip fund 225	\$89,616.27	\$11.48	\$345.00	\$89,282.75	\$0.00	\$0.00	\$89,282.75
1st Resp. equip fund 226	\$58,730.29	\$990.29	\$782.73	\$58,937.85	\$0.00	\$0.00	\$58,937.85
Emily Area Recycling 227	\$0.00	\$27.10	\$68.00	(\$40.90)	\$0.00	\$68.00	\$27.10
Police Fund 228	\$12,130.33	\$10,002.84	\$0.00	\$22,133.17	\$0.00	\$0.00	\$22,133.17
FORFEITURE FUND 229	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
General Debt Service (Identify)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service PRI 2007 302	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service GOCIP 2012 303 and 305	\$4,645.57	\$0.54	\$0.00	\$4,646.11	\$0.00	\$0.00	\$4,646.11
Debt Service PRI 2014 304	\$1,233.29	\$0.14	\$0.00	\$1,233.43	\$0.00	\$0.00	\$1,233.43
Debt Service PRI 2004 305	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service PRI 2005 306	\$246.08	\$0.00	\$0.00	\$246.08	\$0.00	\$0.00	\$246.08
Park Acquisition and Development (Optional)	\$48,406.80	\$1,375.98	\$1,369.77	\$48,413.01	\$0.00	\$0.00	\$48,413.01
CITY HALL CD 406	\$30,011.59	\$3.92	\$0.00	\$30,015.51	\$0.00	\$0.00	\$30,015.51
CEMETERY CD 407	\$1,326.76	\$685.02	\$684.88	\$1,326.90	\$0.00	\$0.00	\$1,326.90
SMALL CITIES CD 408	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
POLICE DEPART. 409	\$3,314.03	\$489.62	\$489.21	\$3,314.44	\$0.00	\$0.00	\$3,314.44
SEWER EQUIP. 410	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
EDA CD 412	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
REHAB. PROJ. CD 413	\$10,078.92	\$1.35	\$0.00	\$10,080.27	\$0.00	\$0.00	\$10,080.27
CAP. PROJ. FIRE CD 414	\$5,016.83	\$0.68	\$0.00	\$5,017.51	\$0.00	\$0.00	\$5,017.51
CAP PROJ. RD CD 415	\$18,606.17	\$980.84	\$978.41	\$18,608.60	\$0.00	\$0.00	\$18,608.60
FUT. CITY DEV. CD 416	(\$2,204.61)	\$684.86	\$684.86	(\$2,204.61)	\$0.00	\$0.00	(\$2,204.61)
SHOP BLDG CD 417	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sewage Collection and Disposal	\$39,077.72	\$876.56	\$2,727.29	\$37,226.99	\$0.00	\$5.40	\$37,232.39
SEWER 617	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Small Cities Grant 801	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00



Name of Fund	Beginning Balance	Total Receipts	Total Disbursed	Ending Balance	Less Deposits In Transit	Plus Outstanding Checks	Total Per Bank Statement
Donor pass thru 851	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total</b>	<b>\$1,042,288.40</b>	<b>\$47,049.95</b>	<b>\$52,931.21</b>	<b>\$1,036,407.14</b>	<b>\$0.00</b>	<b>\$5,878.03</b>	<b>\$1,042,285.17</b>

*Balance*  
*4 April*

Andrew D Hemphill	City Council/Town Board	Date
Bryce L Butcher	City Council/Town Board	Date
GERHART L. HANSON, JR	City Council/Town Board	Date
Gregory A Koch	City Council/Town Board	Date
TRACY ALLEN JONES	City Council/Town Board, Mayor	Date

As of 4/4/2024

Fiscal Year : 2024

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursements</u>	<u>Ending Balance</u>
General Fund	\$677,672.47	\$79,774.12	\$217,250.21	\$540,196.38
Road and Bridge	\$106,569.71	\$40.60	\$3,840.00	\$102,770.31
Small Cities Revolving Loan Fund	\$15,705.14	\$1,930.24	\$0.00	\$17,635.38
Small Cities Housing Rehabilitation Fund	\$4.41	\$0.00	\$0.00	\$4.41
American Rescue Plan Fund	\$45,963.75	\$18.02	\$0.00	\$45,981.77
Library	\$1,581.22	\$0.56	\$0.00	\$1,581.78
Firemens equip fund 225	\$86,287.79	\$5,034.58	\$2,039.62	\$89,282.75
1st Resp. equip fund 226	\$53,715.54	\$6,545.98	\$1,323.67	\$58,937.85
Emily Area Recycling 227	\$0.00	\$27.10	\$68.00	(\$40.90)
Police Fund 228	\$12,127.16	\$10,006.01	\$0.00	\$22,133.17
FORFEITURE FUND 229	\$0.00	\$0.00	\$0.00	\$0.00
General Debt Service (Identify)	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service PRI 2007 302	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service GOCIP 2012 303 and 305	\$45,643.78	\$2,264.83	\$43,262.50	\$4,646.11
Debt Service PRI 2014 304	\$38,166.14	\$2,113.54	\$39,046.25	\$1,233.43
Debt Service PRI 2004 305	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service PRI 2005 306	\$0.00	\$246.08	\$0.00	\$246.08
Public Acquisition and Development (Optional)	\$48,394.15	\$2,335.26	\$2,316.40	\$48,413.01
CITY HALL CD 406	\$30,003.82	\$11.69	\$0.00	\$30,015.51
CEMETERY CD 407	\$1,326.47	\$1,158.62	\$1,158.19	\$1,326.90
SMALL CITIES CD 408	\$0.00	\$0.00	\$0.00	\$0.00
POLICE DEPART. 409	\$3,313.16	\$828.57	\$827.29	\$3,314.44
SEWER EQUIP. 410	\$0.00	\$0.00	\$0.00	\$0.00
EDA CD 412	\$0.00	\$0.00	\$0.00	\$0.00
REHAB. PROJ. CD 413	\$10,076.19	\$4.08	\$0.00	\$10,080.27
CAP. PROJ. FIRE CD 414	\$5,015.54	\$1.97	\$0.00	\$5,017.51
CAP PROJ. RD CD 415	\$18,601.28	\$1,661.90	\$1,654.58	\$18,608.60
FUT. CITY DEV. CD 416	(\$2,204.61)	\$1,158.17	\$1,158.17	(\$2,204.61)
SHOP BLDG CD 417	\$0.00	\$0.00	\$0.00	\$0.00
Sewage Collection and Disposal	\$102,531.58	\$20,650.09	\$85,954.68	\$37,226.99
SEWER 617	\$0.00	\$0.00	\$0.00	\$0.00
Small Cities Grant 801	\$0.00	\$0.00	\$0.00	\$0.00
Donor pass thru 851	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total :</b>	<b>\$1,300,494.69</b>	<b>\$135,812.01</b>	<b>\$399,899.56</b>	<b>\$1,036,407.14</b>

Date of Report : 4/4/2024

## Outstanding Checks

<u>Date of Check</u>	<u>Check Number</u>	<u>To Whom Paid</u>	<u>Check Amount</u>
12/06/2023	61006	Payroll Period Ending 12/06/2023	\$775.36
02/07/2024	61177	Payroll Period Ending 02/07/2024	\$121.90
02/13/2024	61197	Payroll Period Ending 02/13/2024	\$36.94
03/13/2024	61266	Payroll Period Ending 03/13/2024	\$12.93
03/13/2024	61257	Payroll Period Ending 03/13/2024	\$78.50
03/13/2024	61259	Payroll Period Ending 03/13/2024	\$78.50
03/13/2024	61243	Payroll Period Ending 03/13/2024	\$36.94
03/13/2024	61248	GOPHER STATE ONE-CALL	\$5.40
03/20/2024	61280	PIKE PLUMBING & HEATING OF BRAINERD	\$330.00
03/20/2024	61285	Emily Fire Relief Association	\$2,000.00
03/27/2024	61291	Canon Financial Services, Inc.	\$148.93
03/27/2024	61292	AUTO VALUE	\$250.95
03/27/2024	61293	CUYUNA REGIONAL MEDICAL CENTER	\$242.00
03/27/2024	61294	Verizon	\$104.02
03/27/2024	61295	Colonial Life	\$76.72
03/27/2024	61296	EAST SIDE OIL COMPANIES, INC.	\$68.00
03/27/2024	61288	Payroll Period Ending 03/27/2024	\$1,510.94
		<b>Total</b>	<b>\$5,878.03</b>

For the period: 3/1/2024 To 3/31/2024

Investment Type	Description	Beginning Balance	Date	Deposits	Withdrawals	Ending Balance
Money Market/Bonds	MMMF/Municipal Bonds:Varying Maturities,	396,042.67	03/01/2024			
			03/31/2024	501.68		396,544.35
			03/31/2024	174.50		396,718.85
			03/31/2024	305.37		397,024.22
			03/31/2024	152.69		397,176.91
			03/31/2024	109.06		397,285.97
			03/31/2024	218.12		397,504.09
			03/31/2024	152.68		397,656.77
			03/31/2024	43.62		397,700.39
			03/31/2024	721.69		398,422.08
			03/31/2024	251.02		398,673.10
			03/31/2024	439.29		399,112.39
			03/31/2024	219.64		399,332.03
			03/31/2024	156.89		399,488.92
			03/31/2024	313.78		399,802.70
			03/31/2024	219.64		400,022.34
			03/31/2024	62.76		400,085.10
			03/31/2024		303.95	399,781.15
			03/31/2024		105.72	399,675.43
			03/31/2024		185.01	399,490.42
			03/31/2024		92.51	399,397.91
			03/31/2024		66.08	399,331.83
			03/31/2024		132.15	399,199.68
			03/31/2024		92.49	399,107.19
			03/31/2024		26.43	399,080.76
			03/31/2024		723.02	398,357.74
			03/31/2024		251.49	398,106.25
			03/31/2024		440.10	397,666.15
			03/31/2024		220.04	397,446.11
			03/31/2024		157.18	397,288.93
			03/31/2024		314.36	396,974.57
			03/31/2024		220.05	396,754.52
			03/31/2024		62.87	396,691.65
<b>Total</b>		<b>4,042.43</b>			<b>3,393.45</b>	<b>396,691.65</b>

**Total All Investments**

**396,691.65**

**3,393.45**

**4,042.43**





Fund Name:	All Funds											Total
Date	Remitter	Receipt #	Description	Deposit ID	Void	Account Name	F-A-P					
03/01/2024	Emergency Management	13302	State Emergency Management Reimbursement from 12-13-22 Storm	(03/01/2024) -	N	State Emergency Management Aid	100-33423-			\$	21,114.82	
03/04/2024	Michael M Swinehart	13299	Land Use Permit - ACH	(03/04/2024) -	N	Building Permits (Excludes surcharge)	100-32210-			\$	400.00	
03/04/2024	Lakes Area Title	13304	Inv. 24-06 Assessment Search	(03/12/2024) -	N	Assessment Searches	100-34107-			\$	400.00	
03/06/2024	Dan Johnson and Heather Mitylmg	13305*	Small Cities Revolving Loan	(03/12/2024) -	N	State MIF Business Loans COVID-19	204-36203-15			\$	362.03	
03/11/2024	Sourcewell	13309	Reimbursement for EMT Training for Nick Davis	(03/12/2024) -	N	Grants & Aids from Other LGUs	100-33631-			\$	1,500.00	
03/11/2024	UTILITY BILLING	13310	Sewer Charges	(03/12/2024) -	N	Rate Class I Penalties and Forfeited Discounts	602-37210-602-37260-			\$	434.71	
03/12/2024	Jeff Bute	13311	Land Use Permit	(03/12/2024) -	N	Building Permits (Excludes surcharge)	100-32210-			\$	550.00	
03/12/2024	Michael St. Martin	13312	Land Use Permit	(03/12/2024) -	N	Building Permits (Excludes surcharge)	100-32210-			\$	550.00	
03/12/2024	Oil Recycling	13313	Oil Recycling Collection - Cash	(03/12/2024) -	N	Oil Recycling	227-37311-			\$	27.10	
										\$	27.10	

**Fund Name:** All Funds

**Date Range:** 03/01/2024 To 03/31/2024

<u>Date</u>	<u>Remitter</u>	<u>Receipt #</u>	<u>Description</u>	<u>Deposit ID</u>	<u>Void Account Name</u>	<u>F-A-P</u>	<u>Total</u>
03/13/2024	E-Z Rental, LLC	13314	Lot Rezoning Hearing Application	(03/18/2024) -	N Zoning and Subdivision Fees	100-34103-	\$ 500.00
03/15/2024	Greg Koch	13315	Copies X4	(03/18/2024) -	N Copies/Faxes	100-34112-	\$ 500.00
03/15/2024	Tremolo	13316*	Gym Rental for Annual Meeting	(03/18/2024) -	N City/Town Hall Rent	100-34101-	\$ 100.00
03/15/2024	Guardian Fleet Safety	13317*	Sale of 2008 and 2016 PD Ford Explorers	(03/18/2024) -	N Sale of Public Safety Equipment/Vehicle	228-34207-	\$ 10,000.00
03/15/2024	Minnesota Revenue	13318*	Firefighters Supplemental Benefit Reimbursement	(03/15/2024) -	N Supp. Fire State Aid	100-33471-	\$ 2,000.00
03/15/2024	Beatrice Rhode	13319	24-15 Resolution Donation to First Response	(03/18/2024) -	N Contributions and Donations from Private Sources	226-36230-	\$ 200.00
03/18/2024	Greg Harms	13320	Rental Dwelling License - Short Term	(03/20/2024) -	N Rental Dwelling License	100-32111-	\$ 100.00
03/19/2024	Michael Rief	13321	Land Use Permit #24-12	(03/20/2024) -	N Building Permits (Excludes surcharge)	100-32210-	\$ 400.00
03/19/2024	Richard Bemis	13322	Land Use Permit #24-11	(03/20/2024) -	N Building Permits (Excludes surcharge)	100-32210-	\$ 150.00
03/19/2024	Brad Slye	13323	Land Use Permit #24-13	(03/20/2024) -	N Building Permits (Excludes surcharge)	100-32210-	\$ 400.00

Fund Name: All Funds

Date Range: 03/01/2024 To 03/31/2024

Date	Remitter	Receipt #	Description	Deposit ID	Void	Account Name	F-A-P	Total
03/19/2024	Jeffrey Bute	13324	Septic Permit #24-15	(03/20/2024) -	N	Building Permits (Excludes surcharge)	100-32210-	\$ 260.00
03/19/2024	Ron Graf	13325	Fax	(03/20/2024) -	N	Copies/Faxes	100-34112-	\$ 1.00
03/19/2024	Verizon	13326	Final Bill Credit from Police Department Phone Bill	(03/20/2024) -	N	Refunds	100-36240-	\$ 12.06
03/20/2024	UTILITY BILLING	13327*	Sewer Charges - ACH	(03/13/2024) -	N	Penalties and Forfeited Discounts	602-37260-	\$ 26.74
03/20/2024	UTILITY BILLING	13328*	Sewer Charges - ACH	(03/18/2024) -	N	Rate Class I Penalties and Forfeited Discounts	602-37210- 602-37260-	\$ 171.10 \$ 17.11 \$ 188.21
03/25/2024	Jeff Adamscheck	13329	Land Use Permit	(03/29/2024) -	N	Building Permits (Excludes surcharge)	100-32210-	\$ 150.00
03/31/2024	PINE RIVER STATE BANK	13333	Int CR Checking	(03/31/2024) -	N	Interest Earning	100-36210- 201-36210- 204-36210- 206-36210- 211-36210- 225-36210- 226-36210- 228-36210- 303-36210- 304-36210- 404-36210- 406-36210- 407-36210- 409-36210- 413-36210- 414-36210- 415-36210- 602-36210-	\$ 70.74 \$ 13.23 \$ 2.30 \$ 5.94 \$ 0.27 \$ 11.48 \$ 7.56 \$ 2.84 \$ 0.54 \$ 0.14 \$ 6.21 \$ 3.92 \$ 0.14 \$ 0.41 \$ 1.35 \$ 0.68 \$ 2.43 \$ 4.86

Fund Name: All Funds

Date Range: 01/2024 To 03/31/2024

<u>Date</u>	<u>Remitter</u>	<u>Receipt #</u>	<u>Description</u>	<u>Deposit ID</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-P</u>	<u>Total</u>
03/31/2024	Pershing	13334	CR Int MMMF and Muni Bonds/Securities	(03/31/2024) -	N	Interest Earning	100-36210-	\$ 501.68
						Interest Earning	100-36210-	\$ 721.69
						Interest Earning	226-36210-	\$ 251.02
						Interest Earning	226-36210-	\$ 174.50
						Interest Earning	404-36210-	\$ 305.37
						Interest Earning	404-36210-	\$ 439.29
						Interest Earning	407-36210-	\$ 219.64
						Interest Earning	407-36210-	\$ 152.69
						Interest Earning	409-36210-	\$ 109.06
						Interest Earning	409-36210-	\$ 156.89
						Interest Earning	415-36210-	\$ 313.78
						Interest Earning	415-36210-	\$ 218.12
						Interest Earning	416-36210-	\$ 152.68
						Interest Earning	416-36210-	\$ 219.64
						Interest Earning	602-36210-	\$ 62.76
						Interest Earning	602-36210-	\$ 43.62
								<b>\$ 4,042.43</b>
03/31/2024	Money Market/Bonds	IAW10832	Deposit from Money Market/Bonds	(03/31/2024)-	N	Sale of Investment	100-39990-	\$ 303.95
03/31/2024	Money Market/Bonds	IAW10833	Deposit from Money Market/Bonds	(03/31/2024)-	N	Sale of Investment	226-39990-	\$ 105.72
03/31/2024	Money Market/Bonds	IAW10834	Deposit from Money Market/Bonds	(03/31/2024)-	N	Sale of Investment	404-39990-	\$ 185.01
03/31/2024	Money Market/Bonds	IAW10835	Deposit from Money Market/Bonds	(03/31/2024)-	N	Sale of Investment	407-39990-	\$ 92.51
03/31/2024	Money Market/Bonds	IAW10836	Deposit from Money Market/Bonds	(03/31/2024)-	N	Sale of Investment	409-39990-	\$ 66.08
								<b>\$ 66.08</b>



Fund Name: All Funds

Date Range: 03/01/2024 To 03/31/2024

<u>Date</u>	<u>Remitter</u>	<u>Receipt #</u>	<u>Description</u>	<u>Deposit ID</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-P</u>	<u>Total</u>
03/31/2024	Money Market/Bonds	IAW10837	Deposit from Money Market/Bonds	(03/31/2024)-	N	Sale of Investment	415-39990-	\$ 132.15
								<u>\$ 132.15</u>
03/31/2024	Money Market/Bonds	IAW10838	Deposit from Money Market/Bonds	(03/31/2024)-	N	Sale of Investment	416-39990-	\$ 92.49
								<u>\$ 92.49</u>
03/31/2024	Money Market/Bonds	IAW10839	Deposit from Money Market/Bonds	(03/31/2024)-	N	Sale of Investment	602-39990-	\$ 26.43
								<u>\$ 26.43</u>
03/31/2024	Money Market/Bonds	IAW10840	Deposit from Money Market/Bonds	(03/31/2024)-	N	Sale of Investment	100-39990-	\$ 723.02
								<u>\$ 723.02</u>
03/31/2024	Money Market/Bonds	IAW10841	Deposit from Money Market/Bonds	(03/31/2024)-	N	Sale of Investment	226-39990-	\$ 251.49
								<u>\$ 251.49</u>
03/31/2024	Money Market/Bonds	IAW10842	Deposit from Money Market/Bonds	(03/31/2024)-	N	Sale of Investment	404-39990-	\$ 440.10
								<u>\$ 440.10</u>
03/31/2024	Money Market/Bonds	IAW10843	Deposit from Money Market/Bonds	(03/31/2024)-	N	Sale of Investment	407-39990-	\$ 220.04
								<u>\$ 220.04</u>
03/31/2024	Money Market/Bonds	IAW10844	Deposit from Money Market/Bonds	(03/31/2024)-	N	Sale of Investment	409-39990-	\$ 157.18
								<u>\$ 157.18</u>
03/31/2024	Money Market/Bonds	IAW10845	Deposit from Money Market/Bonds	(03/31/2024)-	N	Sale of Investment	415-39990-	\$ 314.36
								<u>\$ 314.36</u>
03/31/2024	Money Market/Bonds	IAW10846	Deposit from Money Market/Bonds	(03/31/2024)-	N	Sale of Investment	416-39990-	\$ 220.05

Fund Name: All Funds

Date Range: 03/01/2024 To 03/31/2024

<u>Date</u>	<u>Remitter</u>	<u>Receipt #</u>	<u>Description</u>	<u>Deposit ID</u>	<u>Void Account Name</u>	<u>F-A-P</u>	<u>Total</u>
03/31/2024	Money Market/Bonds	IAW10847	Deposit from Money Market/Bonds	(03/31/2024)-	N Sale of Investment	602-39990-	\$ 62.87
<b>Total for Selected Receipts</b>							<b>\$ 47,049.95</b>

Date Range : 4/4/2024 To 4/9/2024

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
04/09/2024	EMILY ACE HARDWARE	Inv.3/31/24:ShopMaterial,FireSmITIs,HallOffcAcc,ShopSmITIs	71222	\$115.38	100-43110-221- 100-42280-211- 100-42220-240- 100-41941-201- 100-43110-215- 100-43110-240-	Maintenance-Shop Fire Stations and Buildings Fire Fighting City Hall Maintenance-Shop Maintenance-Shop	\$9.28 \$19.50 \$25.64 \$9.29 \$42.18 \$9.49
04/09/2024	Crow Wing County	SolidWaste:PropIDs 21340745,21270501,21340882, 21340777,21340584	71223	\$125.00	100-43110-494- 100-41940-494-	Maintenance-Shop General Government Buildings and Plant City Hall Fire Stations and Buildings	\$50.00 \$25.00
04/09/2024	Elan Financial Services	Mar24:HallRepair/Maint /SmITIs,PostagePatrol/PZ /Fire Admin,ClerkSmITIs	71224	\$586.70	100-41941-225- 100-41941-240- 100-42123-322- 100-41910-322- 100-42210-322- 100-41425-240-	City Hall City Hall Patrol Planning and Zoning Fire Administration Clerk	\$290.62 \$193.99 \$1.63 \$3.02 \$11.55 \$85.89
04/09/2024	Sue Fahrendorff	Mileage - Planning and Zoning Training 201 - Staples	71225	\$89.11	100-41910-331-	Planning and Zoning	\$89.11
04/09/2024	QUILL	Inv. 37918380 - Shop Office Supplies	71226	\$39.99	100-43110-201-	Maintenance-Shop	\$39.99
04/09/2024	RDO Equipment Co.	Inv. R0549003 - Street Sweeper Rental	71227	\$1,442.00	100-43121-416-	Paved Streets	\$1,442.00

Date Range : 4/4/2024 To 4/9/2024

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
04/09/2024	Midwest Machinery Co.	Inv.9944376:Repair Parts for Mowers	71228*	\$125.25	100-45202-221- 100-49010-221- 100-41941-221- 602-49450-221-	Park Areas Cemetery City Hall Sewer Utilities - Sanitary Sewer Maintenance	\$31.31 \$31.31 \$31.31 \$31.32
04/09/2024	Dahlheimer Beverage	Hall,FireHall Cleaning Supplies - 4/2/24 Statement - Inv #2143888	71229	\$34.00			
04/09/2024	Sourcewell	Planning and Zoning Services for February - Inv. INV00002747	71230	\$880.00	100-41941-211- 100-42280-211-	City Hall Fire Stations and Buildings	\$17.00 \$17.00
04/09/2024	CULLIGAN	Inv:150X01634401,150X 01609700 - Hall Softener Equip Rental/Shop Water Rental	71231	\$113.26	100-41910-311-	Planning and Zoning	\$880.00
04/09/2024	LAKE COUNTRY FOODS	Statement dated 4-1-24 account #2480	71232	\$41.25	100-41941-416- 100-43110-416-	City Hall Maintenance-Shop	\$97.15 \$16.11
04/09/2024	A W Research Laboratories	Sewer Sample Testing - Inv. #61871	71233	\$72.60	100-43110-212-	Maintenance-Shop	\$41.25
04/09/2024	Birchdale Fire and Security	Inv. 150901 - Hall Burg Monitoring	71234	\$55.62	602-49450-315-	Sewer Utilities - Sanitary Sewer Maintenance	\$72.60
					100-41941-404-	City Hall	\$55.62

Date Range : 4/4/2024 To 4/9/2024

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
04/09/2024	WM Corporate Services, Inc.	garbage - Inv. 6823779-1767-4	71235	\$357.16	100-43240-384-	Waste (Refuse) Disposal	\$357.16
04/09/2024	FERRELLGAS	Statement 5008447843: Broadway Shop Propane	71236	\$659.11	100-43110-383-	Maintenance-Shop	\$659.11
04/09/2024	AFLAC	Monthly employee ins coverage Inv. #522868	71237	\$351.52	100-43110-101- 100-41425-101-	Maintenance-Shop Clerk	\$69.72 \$281.80
<b>Total For Selected Claims</b>				<b>\$5,087.95</b>			<b>\$5,087.95</b>

<b>Andrew D Hemphill</b>	<b>City Council/Town Board</b>	<b>Date</b>
<b>Bryce L Butcher</b>	<b>City Council/Town Board</b>	<b>Date</b>
<b>GERHART L. HANSON, JR</b>	<b>City Council/Town Board</b>	<b>Date</b>
<b>Gregory A Koch</b>	<b>City Council/Town Board</b>	<b>Date</b>
<b>TRACY ALLEN JONES</b>	<b>City Council/Town Board, Mayor</b>	<b>Date</b>



For the payroll period ending: 04/09/2024

<u>Account #</u>	<u>Employee #</u>	<u>Employee Name</u>	<u>Amount</u>
11110-103	323	Butcher, Bryce L	346.31
	428	HANSON, JR, GERHART L.	346.20
	922	Hemphill, Andrew D	346.31
	724	Koch, Gregory A	346.31
		<b>Account Total</b>	<b>1,385.13</b>
100-41310-103	643	JONES, TRACY ALLEN	507.92
		<b>Account Total</b>	<b>507.92</b>
100-42501-103	170	Roden, Kenneth W	36.94
		<b>Account Total</b>	<b>36.94</b>
100-45187-103	623	Davis, Jane M	210.87
		<b>Account Total</b>	<b>210.87</b>
100-43110-101			
		Unallocated (Due to rounding)	\$0.00
		<b>Total For Period</b>	<b>\$2,140.86</b>

Andrew D Hemphill	City Council/Town Board	Date
Bryce L Butcher	City Council/Town Board	Date
GERHART L. HANSON, JR	City Council/Town Board	Date
Gregory A Koch	City Council/Town Board	Date
TRACY ALLEN JONES	City Council/Town Board, Mayor	Date

Date Range : 3/28/2024 To 4/3/2024

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
04/03/2024	POWERPLAN	JD Tractor 320 Paint - McCoy Construction Parts Inv 2330944	71214	\$28.26	100-43126-221- 100-43240-221- 100-49010-221- 602-49450-221-	Road and Bridge Equipment Waste (Refuse) Disposal Cemetery Sewer Utilities - Sanitary Sewer Maintenance	\$7.07 \$7.07 \$7.06 \$7.06
04/03/2024	Pomp's Tire Service Inc	Inv. 2300004857 - Fire Truck Tire Repair	71215	\$424.16	100-42220-404- 100-42220-221-	Fire Fighting Fire Fighting	\$368.00 \$56.16
04/03/2024	DSC Communications	Inv. 2242281 - Fire Truck - Remove radio from old truck and install into new truck	71216	\$1,066.67	100-42220-221- 100-42220-404-	Fire Fighting Fire Fighting	\$166.67 \$900.00
04/03/2024	GREAT PLAINS FIRE	Inv. 8148: Fire Truck - Hose Connectors	71217	\$207.15	225-42220-240-	Fire Fighting	\$207.15
04/03/2024	CROSBY-IRONTON COURIER	3/27/24 Invoice - Classified Ads - Seasonal Maint.	71218	\$99.60	100-43110-341-	Maintenance-Shop	\$99.60
04/03/2024	GOPHER STATE ONE-CALL	Inv. 4030382 - Locates	71219	\$2.70	602-49490-385-	Sewer Utilities - Administration and General	\$2.70
04/03/2024	I.U.O.E. LOCAL 49 FRINGE BENEFIT FU	Health Insurance May 2024	71220	\$5,900.00	100-41425-101- 100-41425-131- 100-43110-101- 100-43110-131-	Clerk Clerk Maintenance-Shop Maintenance-Shop	\$612.50 \$2,337.50 \$612.50 \$2,337.50

Date Range : 3/28/2024 To 4/3/2024

Date	Vendor	Description	Claim #	Total	Account #	Account Name	Detail
04/03/2024	Tremolo Communications	City phone service - 4/1/2024 invoices	71221	\$810.25	100-41941-321-	City Hall	\$38.67
					100-41910-321-	Planning and Zoning Clerk	\$46.55
					100-41425-321-	Clerk	\$39.11
					100-41425-321-	Clerk	\$433.27
					100-42210-321-	Fire Administration	\$146.54
					100-43110-321-	Maintenance-Shop	\$106.11

Total For Selected Claims

\$8,538.79

\$8,538.79

Andrew D Hemphill	City Council/Town Board	Date
Bryce L Butcher	City Council/Town Board	Date
GERHART L. HANSON, JR	City Council/Town Board	Date
Gregory A Koch	City Council/Town Board	Date
TRACY ALLEN JONES	City Council/Town Board, Mayor	Date

For the payroll period ending: 04/03/2024

<u>Account #</u>	<u>Employee #</u>	<u>Employee Name</u>	<u>Amount</u>
100-45202-115	926	Hughes, Faye A	32.32
	931	Murnane, Wesley J	32.32
	924	Rheaume, Patrick T	32.32
<b>Account Total</b>			<b>96.96</b>
100-43110-101			
	Unallocated (Due to rounding)		\$0.00
<b>Total For Period</b>			<b>\$96.96</b>

<b>Andrew D Hemphill</b>	<b>City Council/Town Board</b>	<b>Date</b>
<b>Bryce L Butcher</b>	<b>City Council/Town Board</b>	<b>Date</b>
<b>GERHART L. HANSON, JR</b>	<b>City Council/Town Board</b>	<b>Date</b>
<b>Gregory A Koch</b>	<b>City Council/Town Board</b>	<b>Date</b>
<b>TRACY ALLEN JONES</b>	<b>City Council/Town Board, Mayor</b>	<b>Date</b>

For the payroll period ending: 04/03/2024

<u>Account #</u>	<u>Employee #</u>	<u>Employee Name</u>	<u>Amount</u>
1910-114	916	Bartel, Lynda C	78.50
	926	Hughes, Faye A	78.50
	722	JOHNSON, DAVID P	78.50
	930	Mosman, Mark D	156.99
	924	Rheaume, Patrick T	78.50
	87	Vukelich, Denise L	78.50
<b>Account Total</b>			<b>549.49</b>
100-43110-101	Unallocated (Due to rounding)		\$0.00
<b>Total For Period</b>			<b>\$549.49</b>

<b>Andrew D Hemphill</b>	<b>City Council/Town Board</b>	<b>Date</b>
<b>Bryce L Butcher</b>	<b>City Council/Town Board</b>	<b>Date</b>
<b>GERHART L. HANSON, JR</b>	<b>City Council/Town Board</b>	<b>Date</b>
<b>Gregory A Koch</b>	<b>City Council/Town Board</b>	<b>Date</b>
<b>TRACY ALLEN JONES</b>	<b>City Council/Town Board, Mayor</b>	<b>Date</b>

Fund Name: All Funds

Date Range: 03/14/2024 To 03/31/2024

Date Vendor

03/14/2024 FEDERAL WITHHOLDING/ON LINE

Check #	Description	Void	Account Name	F-A-O-P	Total
330781	Federal Withholding - 3/13/24 Payroll	N	Council/Town Board	100-41110-103-	\$ 110.93
330781			Mayor	100-41110-122-	\$ 89.90
330781				100-41110-135-	\$ 21.03
330781				100-41310-103-	\$ 42.08
330781				100-41310-122-	\$ 34.10
330781			Elections	100-41310-135-	\$ 7.98
330781				100-41410-101-	\$ 33.21
330781				100-41410-118-	\$ 54.48
330781				100-41410-122-	\$ 44.16
330781				100-41410-122-	\$ 26.92
330781				100-41410-135-	\$ 6.29
330781				100-41410-135-	\$ 10.32
330781				100-41410-171-	\$ 20.00
330781			Clerk	100-41410-171-	\$ 21.04
330781				100-41425-101-	\$ 257.56
330781				100-41425-103-	\$ 33.00
330781				100-41425-122-	\$ 26.75
330781				100-41425-122-	\$ 208.75
330781				100-41425-135-	\$ 48.81
330781				100-41425-135-	\$ 6.25
330781				100-41425-171-	\$ 173.94
330781				100-41425-171-	\$ 28.03
330781			Planning and Zoning	100-41910-103-	\$ 61.09
330781				100-41910-114-	\$ 32.50
330781				100-41910-122-	\$ 26.35
330781				100-41910-122-	\$ 49.51
330781				100-41910-135-	\$ 11.58
330781				100-41910-135-	\$ 6.15
330781			City Hall	100-41910-171-	\$ 16.98
330781				100-41941-101-	\$ 80.64
330781				100-41941-122-	\$ 65.35
330781				100-41941-135-	\$ 15.29
330781				100-41941-171-	\$ 59.16
330781			Fire Stations and Buildings	100-42280-101-	\$ 20.89
330781				100-42280-122-	\$ 16.93
330781				100-42280-135-	\$ 3.96
330781				100-42280-171-	\$ 16.46
330781			Civil Defense Expenditures	100-42501-103-	\$ 3.06

Fund Name: All Funds  
 Date Range: 03/14/2024 To 03/31/2024

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
		330781				100-42501-122-	\$ 2.48
		330781				100-42501-135-	\$ 0.58
		330781			Maintenance-Shop	100-43110-101-	\$ 113.11
		330781				100-43110-122-	\$ 91.65
		330781				100-43110-135-	\$ 21.46
		330781			Paved Streets	100-43110-171-	\$ 80.08
		330781				100-43121-101-	\$ 98.98
		330781				100-43121-122-	\$ 80.22
		330781				100-43121-135-	\$ 18.76
		330781			Library	100-43121-171-	\$ 71.85
		330781				100-45187-103-	\$ 19.13
		330781				100-45187-122-	\$ 15.50
		330781				100-45187-135-	\$ 3.63
		330781			Park Areas	100-45187-171-	\$ 20.00
		330781				100-45202-101-	\$ 12.53
		330781				100-45202-122-	\$ 10.16
		330781				100-45202-135-	\$ 2.37
		330781			Sewer Utilities - Sanitary Sewer Maintenance	100-45202-171-	\$ 9.10
		330781				602-49450-101-	\$ 3.80
		330781				602-49450-122-	\$ 3.08
		330781				602-49450-135-	\$ 0.72
		330781				602-49450-171-	\$ 2.82
		330781			Sewer Utilities - Administration and General	602-49490-101-	\$ 1.59
		330781				602-49490-122-	\$ 1.29
		330781				602-49490-135-	\$ 0.30
		330781				602-49490-171-	\$ 0.25
		<b>330781</b>					<b>\$ 2,476.87</b>
03/20/2024	Econo Signs, LLC.	61279	Inv. 10-988354: Safety Vests, Signs:RdClosed, No ThruTraffic,Carry-inAccessOnly	N	Traffic Engineering Expenditures	100-42601-226-	\$ 390.01
		61279			Maintenance-Shop	100-43110-215-	\$ 150.80
		<b>61279</b>					<b>\$ 540.81</b>
03/20/2024	PIKE PLUMBING & HEATING OF BRAINERD	61280	Inv. 86825 - City Hall - Boiler Inspection/Test	N	City Hall	100-41941-404-	\$ 330.00
		<b>61280</b>					<b>\$ 330.00</b>





Fund Name: All Funds

Date Range: 3/14/2024 To 03/31/2024

Date Vendor

Total For Check 61286

03/27/2024 Payroll Period Ending 03/27/2024 61287  
 61287  
 61287  
 61287  
 61287  
 61287

Total For Check 61287

03/27/2024 Payroll Period Ending 03/27/2024 61288  
 Total For Check 61288

03/27/2024 Payroll Period Ending 03/27/2024 61289  
 61289

Total For Check 61289

03/27/2024 Payroll Period Ending 03/27/2024 61290  
 61290  
 61290  
 61290  
 61290  
 61290

Total For Check 61290

03/27/2024 Canon Financial Services, Inc. 61291

Total For Check 61291

03/27/2024 AUTO VALUE 61292

Total For Check 61292

03/27/2024 CUYUNA REGIONAL MEDICAL CENTER 61293\*

Total For Check 61293

F-A-O-P

Void Account Name

Description

Check #

Total For Check

Date Vendor

Total

Regular Payroll - 3-13 to 3-26 N City Hall 100-41941-101-308.63  
 Fire Stations and Buildings 100-42280-101-220.45  
 Maintenance-Shop 100-43110-101-451.92  
 Paved Streets 100-43121-101-1,003.04  
 Waste (Refuse) Disposal 100-43240-101-176.36  
 Sewer Utilities - Sanitary Sewer Maintenance 602-49450-101-44.09

Regular Payroll - 3-13 to 3-26 N Clerk 100-41425-101-1,510.94  
 Total For Check 61288 1,510.94

Regular Payroll - 3-13 to 3-26 N Clerk 100-41425-101-1,010.06  
 Sewer Utilities - Administration and General 602-49490-101-7.12

Total For Check 61289 1,017.18

Regular Payroll - 3-13 to 3-26 N City Hall 100-41941-101-144.86  
 Fire Stations and Buildings 100-42280-101-61.52  
 Maintenance-Shop 100-43110-101-(0.01)  
 Paved Streets 100-43110-101-333.38  
 Waste (Refuse) Disposal 100-43121-101-1,299.78  
 100-43240-101-144.86

Total For Check 61290 1,984.39

COPIER LEASE- 3/21/24 Inv. #32281201 N Clerk 100-41425-413-148.93

Total For Check 61291 148.93

3/25/24 Statement:FireCleaningSupp,Rds Bobcat Battery N Fire Stations and Buildings 100-42280-211-75.96

Total For Check 61292 174.99

Guarantor#80002493,3/4/24St mt:FireD/ALab/Physical, FirstRespD/ALab N Fire Fighting 100-42220-306-186.00

Total For Check 61293 56.00

Fund Name: All Funds

Date Range: 03/14/2024 To 03/31/2024

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
03/27/2024	Verizon	61294	Shop - Inv. #9959097624	N	Maintenance-Shop	100-43110-321-	\$ 104.02
		<b>61294</b>					<b>\$ 104.02</b>
03/27/2024	Colonial Life	61295	Employee paid insurance - Inv # 47086730305245	N	Clerk	100-41425-101-	\$ 76.72
		<b>61295</b>					<b>\$ 76.72</b>
03/27/2024	EAST SIDE OIL COMPANIES, INC.	61296	Filters and Anti-Freeze - Inv. R110341	N	Waste (Refuse) Collection	227-43230-384-	\$ 68.00
		<b>61296</b>					<b>\$ 68.00</b>
03/28/2024	FEDERAL WITHHOLDING/ON LINE	330782	Federal Withholding - 3/27/24 Payroll	N	Clerk	100-41425-101-	\$ 270.91
		330782				100-41425-103-	\$ 19.26
		330782				100-41425-122-	\$ 15.61
		330782				100-41425-122-	\$ 219.56
		330782				100-41425-135-	\$ 51.35
		330782				100-41425-135-	\$ 3.65
		330782				100-41425-171-	\$ 6.15
		330782				100-41425-171-	\$ 164.51
		330782			Planning and Zoning	100-41910-103-	\$ 59.05
		330782				100-41910-122-	\$ 47.86
		330782				100-41910-135-	\$ 11.19
		330782				100-41910-171-	\$ 18.85
		330782			City Hall	100-41941-101-	\$ 49.18
		330782				100-41941-122-	\$ 39.86
		330782				100-41941-135-	\$ 9.32
		330782				100-41941-171-	\$ 57.71
		330782			Fire Stations and Buildings	100-42280-101-	\$ 30.83
		330782				100-42280-122-	\$ 24.99
		330782				100-42280-135-	\$ 5.84
		330782				100-42280-171-	\$ 38.45
		330782			Maintenance-Shop	100-43110-101-	\$ 84.42
		330782				100-43110-122-	\$ 68.41
		330782				100-43110-135-	\$ 16.01
		330782				100-43110-171-	\$ 92.48
		330782			Paved Streets	100-43121-101-	\$ 244.63
		330782				100-43121-122-	\$ 198.26
		330782				100-43121-135-	\$ 46.37
		330782				100-43121-171-	\$ 242.17
		330782			Waste (Refuse) Disposal	100-43240-101-	\$ 34.45
		330782				100-43240-122-	\$ 27.92

Fund Name: All Funds

Date Range: 03/14/2024 To 03/31/2024

Date Vendor

Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total
		330782				100-43240-135-	6.53
		330782				100-43240-171-	37.07
		330782			Sewer Utilities - Sanitary Sewer Maintenance	602-49450-101-	4.91
		330782				602-49450-122-	3.98
		330782				602-49450-135-	0.93
		330782				602-49450-171-	6.88
		330782			Sewer Utilities - Administration and General	602-49490-101-	0.75
		330782				602-49490-122-	0.61
		330782				602-49490-135-	0.14
		330782				602-49490-171-	0.12
		<b>330782</b>					<b>2,261.17</b>
03/28/2024	MINNESOTA REVENUE	330787	State Withholding - 3/27/24 Payroll	N	Clerk	100-41425-172-	119.80
		330787			Planning and Zoning	100-41910-172-	3.55
		330787			City Hall	100-41941-172-	31.26
		330787			Fire Stations and Buildings	100-42280-172-	19.87
		330787			Maintenance-Shop	100-43110-172-	52.86
		330787			Paved Streets	100-43121-172-	150.11
		330787			Waste (Refuse) Disposal	100-43240-172-	21.50
		330787			Sewer Utilities - Sanitary Sewer Maintenance	602-49450-172-	3.25
		330787			Sewer Utilities - Administration and General	602-49490-172-	0.28
		<b>330787</b>					<b>402.48</b>
03/29/2024	PERA	330785	Retirement contributions - 3/27/24 Payroll	N	Clerk	100-41425-101-	250.66
		330785				100-41425-103-	16.37
		330785				100-41425-121-	18.89
		330785				100-41425-121-	289.22
		330785			Planning and Zoning	100-41910-103-	50.17
		330785				100-41910-121-	57.89
		330785			City Hall	100-41941-101-	43.91
		330785				100-41941-121-	50.67
		330785			Fire Stations and Buildings	100-42280-101-	27.50
		330785				100-42280-121-	31.73
		330785			Maintenance-Shop	100-43110-101-	75.43
		330785				100-43110-121-	87.03
		330785			Paved Streets	100-43121-101-	218.90

Fund Name: All Funds  
 Date Range: 03/14/2024 To 03/31/2024

Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total
		330785				100-43121-121-	\$ 252.58
		330785			Waste (Refuse) Disposal	100-43240-101-	\$ 30.80
		330785				100-43240-121-	\$ 35.54
		330785			Sewer Utilities - Sanitary Sewer Maintenance	602-49450-101-	\$ 4.37
		330785				602-49450-121-	\$ 5.04
		330785			Sewer Utilities - Administration and General	602-49490-101-	\$ 0.71
		330785				602-49490-121-	\$ 0.82
		<b>330785</b>					<b>\$ 1,548.23</b>
03/31/2024	Pershing	330789	MMMF and Muni Bonds Loss	N	Unrealized Investment Loss	100-49301-800-	\$ 723.02
		330789				100-49301-800-	\$ 303.95
		330789				226-49301-800-	\$ 105.72
		330789				226-49301-800-	\$ 251.49
		330789				404-49301-800-	\$ 440.10
		330789				404-49301-800-	\$ 185.01
		330789				407-49301-800-	\$ 92.51
		330789				407-49301-800-	\$ 220.04
		330789				409-49301-800-	\$ 157.18
		330789				409-49301-800-	\$ 66.08
		330789				415-49301-800-	\$ 132.15
		330789				415-49301-800-	\$ 314.36
		330789				416-49301-800-	\$ 220.05
		330789				416-49301-800-	\$ 92.49
		330789				602-49301-800-	\$ 26.43
		330789				602-49301-800-	\$ 62.87
		<b>330789</b>					<b>\$ 3,393.45</b>
03/31/2024	Money Market/Bonds	IAD2973	Deposit Into Money Market/Bonds	N	Purchase of Investments	100-49350-800-	\$ 501.68
		<b>IAD2973</b>					<b>\$ 501.68</b>
03/31/2024	Money Market/Bonds	IAD2974	Deposit Into Money Market/Bonds	N	Purchase of Investments	226-49350-800-	\$ 174.50
		<b>IAD2974</b>					<b>\$ 174.50</b>
03/31/2024	Money Market/Bonds	IAD2975	Deposit Into Money Market/Bonds	N	Purchase of Investments	404-49350-800-	\$ 305.37
		<b>IAD2975</b>					<b>\$ 305.37</b>
03/31/2024	Money Market/Bonds	IAD2976	Deposit Into Money Market/Bonds	N	Purchase of Investments	407-49350-800-	\$ 152.69

Fund Name: All Funds

Date Range: 03/14/2024 To 03/31/2024

<u>Date</u>	<u>Vendor</u>	<u>Total For Check</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
03/31/2024	Money Market/Bonds		IAD2977	Deposit Into Money Market/Bonds	N	Purchase of Investments	409-49350-800-	\$ 109.06
		<b>Total For Check</b>	<b>IAD2977</b>					<b>\$ 109.06</b>
03/31/2024	Money Market/Bonds		IAD2978	Deposit Into Money Market/Bonds	N	Purchase of Investments	415-49350-800-	\$ 218.12
		<b>Total For Check</b>	<b>IAD2978</b>					<b>\$ 218.12</b>
03/31/2024	Money Market/Bonds		IAD2979	Deposit Into Money Market/Bonds	N	Purchase of Investments	416-49350-800-	\$ 152.68
		<b>Total For Check</b>	<b>IAD2979</b>					<b>\$ 152.68</b>
03/31/2024	Money Market/Bonds		IAD2980	Deposit Into Money Market/Bonds	N	Purchase of Investments	602-49350-800-	\$ 43.62
		<b>Total For Check</b>	<b>IAD2980</b>					<b>\$ 43.62</b>
03/31/2024	Money Market/Bonds		IAD2981	Deposit Into Money Market/Bonds	N	Purchase of Investments	100-49350-800-	\$ 721.69
		<b>Total For Check</b>	<b>IAD2981</b>					<b>\$ 721.69</b>
03/31/2024	Money Market/Bonds		IAD2982	Deposit Into Money Market/Bonds	N	Purchase of Investments	226-49350-800-	\$ 251.02
		<b>Total For Check</b>	<b>IAD2982</b>					<b>\$ 251.02</b>
03/31/2024	Money Market/Bonds		IAD2983	Deposit Into Money Market/Bonds	N	Purchase of Investments	404-49350-800-	\$ 439.29
		<b>Total For Check</b>	<b>IAD2983</b>					<b>\$ 439.29</b>
03/31/2024	Money Market/Bonds		IAD2984	Deposit Into Money Market/Bonds	N	Purchase of Investments	407-49350-800-	\$ 219.64
		<b>Total For Check</b>	<b>IAD2984</b>					<b>\$ 219.64</b>
03/31/2024	Money Market/Bonds		IAD2985	Deposit Into Money Market/Bonds	N	Purchase of Investments	409-49350-800-	\$ 156.89
		<b>Total For Check</b>	<b>IAD2985</b>					<b>\$ 156.89</b>
03/31/2024	Money Market/Bonds		IAD2986	Deposit Into Money Market/Bonds	N	Purchase of Investments	415-49350-800-	\$ 313.78
		<b>Total For Check</b>	<b>IAD2986</b>					<b>\$ 313.78</b>

Fund Name: All Funds

Date Range: 03/14/2024 To 03/31/2024

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
03/31/2024	Money Market/Bonds	IAD2987	Deposit Into Money Market/Bonds	N	Purchase of Investments	416-49350-800-	\$ 219.64
		<b>Total For Check</b>					<b>\$ 219.64</b>
03/31/2024	Money Market/Bonds	IAD2988	Deposit Into Money Market/Bonds	N	Purchase of Investments	602-49350-800-	\$ 62.76
		<b>Total For Check</b>					<b>\$ 62.76</b>
		<b>Total For Selected Checks</b>					<b>\$ 28,592.17</b>

3/31/2024

## General Fund

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
<b>Receipts:</b>			
Current Ad Valorem Taxes	344,202.56	39,712.09	(304,490.47)
Delinquent Ad Valorem Taxes	3,500.00	712.28	(2,787.72)
Mobile Home Tax	6.25	0.00	(6.25)
Fiscal Disparities	362.50	0.00	(362.50)
<b>Total Acct 310</b>	<b>348,071.31</b>	<b>40,424.37</b>	<b>(307,646.94)</b>
Franchise Taxes	0.00	0.00	0.00
Severed Mineral Tax	57.00	0.00	(57.00)
<b>Total Acct 318</b>	<b>57.00</b>	<b>0.00</b>	<b>(57.00)</b>
Penalties and Interest on Ad valorem Taxes	500.00	127.09	(372.91)
Forfeited Tax Sale Apportionments	1,350.00	0.00	(1,350.00)
Principal on Special Assessments	125.00	0.00	(125.00)
Penalties and Interest on Special Assessments	1.25	0.00	(1.25)
<b>Total Acct 319</b>	<b>1,976.25</b>	<b>127.09</b>	<b>(1,849.16)</b>
Licenses & Permits	25.00	0.00	(25.00)
Alcoholic Beverages	1,492.50	0.00	(1,492.50)
Rental Dwelling License	925.00	750.00	(175.00)
Right-of-Way Management	0.00	0.00	0.00
<b>Total Acct 321</b>	<b>2,442.50</b>	<b>750.00</b>	<b>(1,692.50)</b>
Building Permits (Excludes surcharge)	6,500.00	4,420.00	(2,080.00)
Animal Licenses	5.00	0.00	(5.00)
<b>Total Acct 322</b>	<b>6,505.00</b>	<b>4,420.00</b>	<b>(2,085.00)</b>
Federal Payments in Lieu of Taxes	1.00	0.00	(1.00)
<b>Total Acct 331</b>	<b>1.00</b>	<b>0.00</b>	<b>(1.00)</b>
Homestead and Agricultural Credit Aid (HACA)	8,175.00	0.00	(8,175.00)
Police Training Reimbursement	0.00	0.00	0.00
State Emergency Management Aid	5,500.00	21,114.82	15,614.82
Agricultural Market Value Credit	143.75	0.00	(143.75)
Fire Training Reimbursement	625.00	0.00	(625.00)
State Fire Aid	3,900.00	0.00	(3,900.00)
Supp. Fire State Aid	700.00	2,000.00	1,300.00
State Police Aid	0.00	0.00	0.00
<b>Total Acct 334</b>	<b>19,043.75</b>	<b>23,114.82</b>	<b>4,071.07</b>
Grants & Aids from Other LGUs	9,375.00	1,500.00	(7,875.00)
<b>Total Acct 336</b>	<b>9,375.00</b>	<b>1,500.00</b>	<b>(7,875.00)</b>
City/Town Hall Rent	181.25	200.00	18.75
Zoning and Subdivision Fees	875.00	1,000.00	125.00
Assessment Searches	300.00	200.00	(100.00)
Candidate Filing Fee	3.50	0.00	(3.50)
Copies/Faxes	15.00	7.25	(7.75)
<b>Total Acct 341</b>	<b>1,374.75</b>	<b>1,407.25</b>	<b>32.50</b>
Special Police Services	0.00	0.00	0.00
Special Fire Protection Services	13,275.50	0.00	(13,275.50)
First Responder Charges	1,450.00	0.00	(1,450.00)
<b>Total Acct 342</b>	<b>14,725.50</b>	<b>0.00</b>	<b>(14,725.50)</b>
Sale of Culverts	250.00	0.00	(250.00)
Contractor Water Use	25.00	0.00	(25.00)
Sale of Lockers	0.00	130.00	130.00
<b>Total Acct 343</b>	<b>275.00</b>	<b>130.00</b>	<b>(145.00)</b>
Refuse Collection Charges	0.00	0.00	0.00
<b>Total Acct 344</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Cemetery Revenues	125.00	500.00	375.00
Cemetery -Grave openings	1,125.00	50.00	(1,075.00)

3/31/2024

## General Fund

	<u>Budget</u>	<u>Actual</u>	<u>Vari</u>
<b>Receipts:</b>			
Cemetery -Sale of lots	2,900.00	0.00	(2,900.00)
Misc. Rents	2.50	1.00	(1.50)
Verizon Rental	3,300.00	3,300.00	0.00
<b>Total Acct 349</b>	<b>7,452.50</b>	<b>3,851.00</b>	<b>(3,601.50)</b>
Court Fines	162.50	0.00	(162.50)
Administrative Fines (Penalties)	375.00	0.00	(375.00)
<b>Total Acct 351</b>	<b>537.50</b>	<b>0.00</b>	<b>(537.50)</b>
Interest Earning	1,450.00	2,453.96	1,003.96
Contributions and Donations from Private Sources	0.00	0.00	0.00
Refunds	3,625.00	12.06	(3,612.94)
<b>Total Acct 362</b>	<b>5,075.00</b>	<b>2,466.02</b>	<b>(2,608.98)</b>
<b>Total Revenues</b>	<b>416,912.06</b>	<b>78,190.55</b>	<b>(338,721.51)</b>
<b>Other Financing Sources:</b>			
Unrealized Investment Gain	325.00	556.60	231.60
<b>Total Acct 391</b>	<b>325.00</b>	<b>556.60</b>	<b>231.60</b>
Capital Contributions	0.00	0.00	0.00
<b>Total Acct 397</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Sale of Investment	5,000.00	1,026.97	(3,973.03)
<b>Total Acct 399</b>	<b>5,000.00</b>	<b>1,026.97</b>	<b>(3,973.03)</b>
<b>Total Other Financing Sources</b>	<b>5,325.00</b>	<b>1,583.57</b>	<b>(3,741.43)</b>



3/31/2024

General Fund

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
<b>Disbursements:</b>			
Council/Town Board	5,503.75	4,790.41	713.34
Ordinances and Proceedings	1,612.50	1,378.71	233.79
<b>Total Acct 411</b>	<b>7,116.25</b>	<b>6,169.12</b>	<b>947.13</b>
Mayor	2,138.75	1,776.23	362.52
<b>Total Acct 413</b>	<b>2,138.75</b>	<b>1,776.23</b>	<b>362.52</b>
Elections	2,363.00	1,954.65	408.35
Clerk	50,758.75	47,543.98	3,214.77
<b>Total Acct 414</b>	<b>53,121.75</b>	<b>49,498.63</b>	<b>3,623.12</b>
Internal Auditing	3,461.25	407.05	3,054.20
<b>Total Acct 415</b>	<b>3,461.25</b>	<b>407.05</b>	<b>3,054.20</b>
Planning and Zoning	16,417.50	10,843.70	5,573.80
General Government Buildings and Plant	642.50	2,313.00	(1,670.50)
City Hall	22,810.00	26,916.67	(4,106.67)
<b>Total Acct 419</b>	<b>39,870.00</b>	<b>40,073.37</b>	<b>(203.37)</b>
Police Administration	2,537.50	9,089.00	(6,551.50)
Patrol	500.00	1,054.42	(554.42)
Police Training	0.00	0.00	0.00
<b>Total Acct 421</b>	<b>3,037.50</b>	<b>10,143.42</b>	<b>(7,105.92)</b>
Fire Administration	22,320.25	20,695.59	1,624.66
Fire Fighting	32,556.00	2,618.93	29,937.07
Fire Training	3,334.50	3,454.99	(120.49)
Fire Stations and Buildings	5,117.50	8,083.41	(2,965.91)
<b>Total Acct 422</b>	<b>63,328.25</b>	<b>34,852.92</b>	<b>28,475.33</b>
Building Inspections Administration	625.00	1,150.00	(525.00)
Rental Inspections	550.00	1,375.00	(825.00)
<b>Total Acct 424</b>	<b>1,175.00</b>	<b>2,525.00</b>	<b>(1,350.00)</b>
Civil Defense Expenditures	287.25	129.18	158.07
<b>Total Acct 425</b>	<b>287.25</b>	<b>129.18</b>	<b>158.07</b>
Traffic Engineering Expenditures	4,800.00	390.01	4,409.99
<b>Total Acct 426</b>	<b>4,800.00</b>	<b>390.01</b>	<b>4,409.99</b>
Other Protection-1st Response	8,668.75	1,815.63	6,853.12
<b>Total Acct 428</b>	<b>8,668.75</b>	<b>1,815.63</b>	<b>6,853.12</b>
Maintenance-Shop	32,093.75	36,586.01	(4,492.26)
Paved Streets	40,596.22	12,446.33	28,149.89
Unpaved Streets	4,062.50	0.00	4,062.50
Ice and Snow Removal	1,250.00	0.00	1,250.00
Road and Bridge Equipment	55,848.53	7,992.14	47,856.39
Bridges, Viaducts and Grade Separations	23,825.00	0.00	23,825.00
Street Lighting	925.00	873.00	52.00
<b>Total Acct 431</b>	<b>158,601.00</b>	<b>57,897.48</b>	<b>100,703.52</b>
Waste (Refuse) Disposal	3,381.25	1,749.10	1,632.15
<b>Total Acct 432</b>	<b>3,381.25</b>	<b>1,749.10</b>	<b>1,632.15</b>
Historical Society	25.00	0.00	25.00
<b>Total Acct 450</b>	<b>25.00</b>	<b>0.00</b>	<b>25.00</b>
Library	1,510.00	934.54	575.46
<b>Total Acct 451</b>	<b>1,510.00</b>	<b>934.54</b>	<b>575.46</b>
Park Areas	6,662.50	2,586.86	4,075.64
<b>Total Acct 452</b>	<b>6,662.50</b>	<b>2,586.86</b>	<b>4,075.64</b>
Water Resources	250.00	1,000.00	(750.00)
Emily Waters	4,366.25	0.00	4,366.25

3/31/2024

## General Fund

	<u>Budget</u>	<u>Actual</u>	<u>Vari</u>
<b>Disbursements:</b>			
<b>Total Acct 461</b>	<b>4,616.25</b>	<b>1,000.00</b>	<b>3,616.25</b>
Economic Development and Assistance	318.50	0.00	318.50
<b>Total Acct 465</b>	<b>318.50</b>	<b>0.00</b>	<b>318.50</b>
Food Shelf	62.50	250.00	(187.50)
Cemetery	4,975.00	1,080.54	3,894.46
<b>Total Acct 490</b>	<b>5,037.50</b>	<b>1,330.54</b>	<b>3,706.96</b>
<b>Total Disbursements</b>	<b>367,156.75</b>	<b>213,279.08</b>	<b>153,877.67</b>
<b>Other Financing Uses:</b>			
Unrealized Investment Loss	1,500.00	1,026.97	473.03
Purchase of Investments	12,750.00	2,944.16	9,805.84
<b>Total Acct 493</b>	<b>14,250.00</b>	<b>3,971.13</b>	<b>10,278.87</b>
<b>Total Other Financing Uses</b>	<b>14,250.00</b>	<b>3,971.13</b>	<b>10,278.87</b>
<b>Beginning Cash Balance</b>		<b>677,672.47</b>	
<b>Total Receipts and Other Financing Sources</b>		<b>79,774.12</b>	
<b>Total Disbursements and Other Financing Uses</b>		<b>217,250.21</b>	
<b>Cash Balance as of 03/31/2024</b>		<b>540,196.38</b>	

Fund Name: 602 - Sewage Collection and Disposal

Date Range: 03/01/2024 To 03/31/2024

Date	Remitter	Receipt #	Description	Deposit ID	Void Account Name	F-A-P	Total
03/11/2024	UTILITY BILLING	13310	Sewer Charges	(03/12/2024) -	N Rate Class I Penalties and Forfeited Discounts	602-37210- 602-37260-	\$ 434.71 \$ 26.36 <b>\$ 461.07</b>
03/20/2024	UTILITY BILLING	13327*	Sewer Charges - ACH	(03/13/2024) -	N Penalties and Forfeited Discounts	602-37260-	\$ 26.74 <b>\$ 26.74</b>
03/20/2024	UTILITY BILLING	13328*	Sewer Charges - ACH	(03/18/2024) -	N Rate Class I Penalties and Forfeited Discounts	602-37210- 602-37260-	\$ 171.10 \$ 17.11 <b>\$ 188.21</b>
03/31/2024	PINE RIVER STATE BANK	13333	Int CR Checking	(03/31/2024) -	N Interest Earning	602-36210-	\$ 4.86 <b>\$ 4.86</b>
03/31/2024	Pershing	13334	CR Int MMMF and Muni Bonds/Securities	(03/31/2024) -	N Interest Earning Interest Earning	602-36210- 602-36210-	\$ 43.62 \$ 62.76 <b>\$ 106.38</b>
03/31/2024	Money Market/Bonds	IAW10839	Deposit from Money Market/Bonds	(03/31/2024)-	N Sale of Investment	602-39990-	\$ 26.43 <b>\$ 26.43</b>
03/31/2024	Money Market/Bonds	IAW10847	Deposit from Money Market/Bonds	(03/31/2024)-	N Sale of Investment	602-39990-	\$ 62.87 <b>\$ 62.87</b> <b>\$ 876.56</b>

**Total for Selected Receipts**

Fund Name: 602 - Sewage Collection and Disposal

Date Range: 03/14/2024 To 03/31/2024

Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total
03/14/2024	FEDERAL WITHHOLDING/ON LINE	330781	Federal Withholding - 3/13/24 Payroll	N	Sewer Utilities - Sanitary Sewer Maintenance	602-49450-101-	\$ 3.80
		330781				602-49450-122-	\$ 3.08
		330781				602-49450-135-	\$ 0.72
		330781				602-49450-171-	\$ 2.82
		330781			Sewer Utilities - Administration and General	602-49490-101-	\$ 1.59
		330781				602-49490-122-	\$ 1.29
		330781				602-49490-135-	\$ 0.30
		330781				602-49490-171-	\$ 0.25
		<b>330781</b>	<b>Total For Check</b>				<b>\$ 13.85</b>
03/20/2024	PEOPLESERVICE, INC.	61284	Inv. PS-INV104170 - April 2024 Wastewater Operating Services	N	Sewer Utilities - Sanitary Sewer Maintenance	602-49450-407-	\$ 2,090.00
		<b>61284</b>	<b>Total For Check</b>				<b>\$ 2,090.00</b>
03/22/2024	MINNESOTA REVENUE	330786	State Withholding - 3/13/24 Payroll	N	Sewer Utilities - Sanitary Sewer Maintenance	602-49450-172-	\$ 2.09
		330786			Sewer Utilities - Administration and General	602-49490-172-	\$ 0.60
		<b>330786</b>	<b>Total For Check</b>				<b>\$ 2.69</b>
03/27/2024	Payroll Period Ending 03/27/2024	61287	Regular Payroll - 3-13 to 3-26	N	Sewer Utilities - Sanitary Sewer Maintenance	602-49450-101-	\$ 44.09
		<b>61287</b>	<b>Total For Check</b>				<b>\$ 44.09</b>
03/27/2024	Payroll Period Ending 03/27/2024	61289	Regular Payroll - 3-13 to 3-26	N	Sewer Utilities - Administration and General	602-49490-101-	\$ 7.12
		<b>61289</b>	<b>Total For Check</b>				<b>\$ 7.12</b>
03/28/2024	FEDERAL WITHHOLDING/ON LINE	330782	Federal Withholding - 3/27/24 Payroll	N	Sewer Utilities - Sanitary Sewer Maintenance	602-49450-101-	\$ 4.91
		330782				602-49450-122-	\$ 3.98
		330782				602-49450-135-	\$ 0.93
		330782				602-49450-171-	\$ 6.88
		330782			Sewer Utilities - Administration and General	602-49490-101-	\$ 0.75
		330782				602-49490-122-	\$ 0.61
		330782				602-49490-135-	\$ 0.14

Fund Name: 502 - Sewage Collection and Disposal

Date Range: 3/14/2024 To 03/31/2024

Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total
		330782				602-49490-171-	\$ 0.12
		<b>330782</b>					<b>\$ 18.32</b>
03/28/2024	MINNESOTA REVENUE	330787	State Withholding - 3/27/24 Payroll	N	Sewer Utilities - Sanitary Sewer Maintenance	602-49450-172-	\$ 3.25
		330787			Sewer Utilities - Administration and General	602-49490-172-	\$ 0.28
		<b>330787</b>					<b>\$ 3.53</b>
03/29/2024	PERA	330785	Retirement contributions - 3/27/24 Payroll	N	Sewer Utilities - Sanitary Sewer Maintenance	602-49450-101-	\$ 4.37
		330785				602-49450-121-	\$ 5.04
		330785			Sewer Utilities - Administration and General	602-49490-101-	\$ 0.71
		<b>330785</b>				602-49490-121-	\$ 0.82
		<b>330785</b>					<b>\$ 10.94</b>
03/31/2024	Pershing	330789	MMMF and Muni Bonds Loss	N	Unrealized Investment Loss	602-49301-800-	\$ 26.43
		330789				602-49301-800-	\$ 62.87
		<b>330789</b>					<b>\$ 89.30</b>
03/31/2024	Money Market/Bonds	IAD2980	Deposit Into Money Market/Bonds	N	Purchase of Investments	602-49350-800-	\$ 43.62
		<b>IAD2980</b>					<b>\$ 43.62</b>
03/31/2024	Money Market/Bonds	IAD2988	Deposit Into Money Market/Bonds	N	Purchase of Investments	602-49350-800-	\$ 62.76
		<b>IAD2988</b>					<b>\$ 62.76</b>
		<b>IAD2988</b>					<b>\$ 2,386.22</b>

Total For Selected Checks

3/31/2024

## Sewage Collection and Disposal

	<u>Budget</u>	<u>Actual</u>	<u>Vari-</u>
<b>Receipts:</b>			
Current Ad Valorem Taxes	21,603.13	2,082.73	(19,520.40)
Delinquent Ad Valorem Taxes	200.00	73.50	(126.50)
Mobile Home Tax	0.50	0.00	(0.50)
Fiscal Disparities	20.00	0.00	(20.00)
<b>Total Acct 310</b>	<b>21,823.63</b>	<b>2,156.23</b>	<b>(19,667.40)</b>
Severed Mineral Tax	3.00	0.00	(3.00)
<b>Total Acct 318</b>	<b>3.00</b>	<b>0.00</b>	<b>(3.00)</b>
Principal on Special Assessments	937.50	0.00	(937.50)
Penalties and Interest on Special Assessments	56.25	0.00	(56.25)
<b>Total Acct 319</b>	<b>993.75</b>	<b>0.00</b>	<b>(993.75)</b>
Licenses & Permits	31.25	0.00	(31.25)
Public Utilities	31.25	0.00	(31.25)
<b>Total Acct 321</b>	<b>62.50</b>	<b>0.00</b>	<b>(62.50)</b>
Homestead and Agricultural Credit Aid (HACA)	562.50	0.00	(562.50)
<b>Total Acct 334</b>	<b>562.50</b>	<b>0.00</b>	<b>(562.50)</b>
Interest Earning	142.50	208.43	65.93
<b>Total Acct 362</b>	<b>142.50</b>	<b>208.43</b>	<b>65.93</b>
Rate Class I	20,250.00	17,839.57	(2,410.43)
Connection/Reconnection Fees	500.00	0.00	(500.00)
Penalties and Forfeited Discounts	250.00	308.16	58.16
Hauled Wastewater Fees	112.50	0.00	(112.50)
<b>Total Acct 372</b>	<b>21,112.50</b>	<b>18,147.73</b>	<b>(2,964.77)</b>
<b>Total Revenues</b>	<b>44,700.38</b>	<b>20,512.39</b>	<b>(24,187.99)</b>
<b>Other Financing Sources:</b>			
Unrealized Investment Gain	31.25	48.40	17.15
<b>Total Acct 391</b>	<b>31.25</b>	<b>48.40</b>	<b>17.15</b>
Sale of Investment	37.50	89.30	51.80
<b>Total Acct 399</b>	<b>37.50</b>	<b>89.30</b>	<b>51.80</b>
<b>Total Other Financing Sources</b>	<b>68.75</b>	<b>137.70</b>	<b>68.95</b>
<b>Disbursements:</b>			
Bond Principal	15,000.00	60,000.00	(45,000.00)
<b>Total Acct 471</b>	<b>15,000.00</b>	<b>60,000.00</b>	<b>(45,000.00)</b>
Interest - Bonds	6,384.38	13,091.25	(6,706.87)
<b>Total Acct 472</b>	<b>6,384.38</b>	<b>13,091.25</b>	<b>(6,706.87)</b>
Fiscal Agent's Fees	118.75	100.00	18.75
<b>Total Acct 475</b>	<b>118.75</b>	<b>100.00</b>	<b>18.75</b>
Sewer Utilities - Sanitary Sewer Maintenance	13,307.25	7,513.76	5,793.49
Sewer Utilities - Sanitary Sewer Cleaning	0.00	0.00	0.00
Sewer Utilities - Sewer Lift Stations	7,337.50	1,192.46	6,145.04
Sewer Utilities - Administration and General	2,406.25	3,726.30	(1,320.05)
<b>Total Acct 494</b>	<b>23,051.00</b>	<b>12,432.52</b>	<b>10,618.48</b>
<b>Total Disbursements</b>	<b>44,554.13</b>	<b>85,623.77</b>	<b>(41,069.64)</b>

3/31/2024

Sewage Collection and Disposal

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
<b>Other Financing Uses:</b>			
Unrealized Investment Loss	40.00	89.30	(49.30)
Purchase of Investments	175.00	241.61	(66.61)
<b>Total Acct 493</b>	<u>215.00</u>	<u>330.91</u>	<u>(115.91)</u>
<b>Total Other Financing Uses</b>	<u>215.00</u>	<u>330.91</u>	<u>(115.91)</u>
<b>Beginning Cash Balance</b>		<b>102,531.58</b>	
<b>Total Receipts and Other Financing Sources</b>		<b>20,650.09</b>	
<b>Total Disbursements and Other Financing Uses</b>		<u><b>85,954.68</b></u>	
<b>Cash Balance as of 03/31/2024</b>		<u><b>37,226.99</b></u>	





REPORT FOR EMILY CITY COUNCIL MEETING  
APRIL 9TH, 2024

EMILY VOLUNTEER FIRE DEPARTMENT

- We had 14 members at our last meeting
- 2 fire calls since the last meeting
- Checked all equipment
- I had the radio removed from old engine 2 and put in the new engine 2

Respectfully submitted,

A handwritten signature in black ink that reads "Chad Genz". The signature is written in a cursive style with a long, sweeping underline.

Chad Genz  
Chief - Emily Fire Dept.



## City of Emily, Minnesota Public Safety Contract

This contract is made and entered into this 1<sup>st</sup> day of July, 2024 (“Anniversary Date”) between the City of Emily, 39811 State Highway 6, Emily, Minnesota 56447, Crow Wing County, Minnesota public corporation (“City”), and Township of Little Pine, 25990 County Road 1, Emily, Minnesota 56447, Crow Wing County, Minnesota a public corporation (“Town”).

In consideration of the mutual promises and agreements hereinafter set forth the parties do hereby agree as follows:

1. **Public Safety Services.** Town agrees to purchase from City, and City agrees to provide Town, the following public safety services:

- |  |   |
|--|---|
| <input type="checkbox"/> Structural Firefighting           | <input type="checkbox"/> Emergency Medical Services   |
| <input type="checkbox"/> External Structural Firefighting  | <input type="checkbox"/> Fire Scenes                  |
| <input type="checkbox"/> Interior Structural Firefighting  | <input type="checkbox"/> Rescue Scenes                |
| <br>   |   |
| <input type="checkbox"/> Grass/Forest Firefighting         | <input type="checkbox"/> General Medicals             |
| <br>   |   |
| <input type="checkbox"/> General Firefighting              | Level of Emergency Medical Response                   |
| <input type="checkbox"/> Vehicles & Equipment              | <input type="checkbox"/> Emergency Medical Responder  |
| <input type="checkbox"/> Carbon Monoxide Calls             | <input type="checkbox"/> Emergency Medical Technician |
| <input type="checkbox"/> Other Non-Structural Firefighting | <input type="checkbox"/> Paramedic                    |
| <br>   |   |
| <input type="checkbox"/> Rescue                            |   |
| <input type="checkbox"/> Vehicle & Equipment Extrication   |   |
| <input type="checkbox"/> General Search & Rescue           |   |
| <input type="checkbox"/> High Level Rescue                 |   |
| <input type="checkbox"/> Water Rescue                      |   |

The services indicated above are further explained, or limited, as follows:

- a. **Allocation of Resources.** The parties understand the fire department officer and/or first responder member in charge of the particular scene shall exercise judgment to determine, in consideration of all the established policies, guidelines, procedures, and practices, how best to allocate the available resources of the fire department and/or first responder unit under the circumstances of a given situation. Failure to provide public safety services because of poor weather conditions or other conditions beyond the control of City shall not be deemed a breach of this contract.

b. **No Guarantee.** The parties understand and agree City will endeavor to reasonably provide the services indicated above given the circumstances, but City makes no guarantees that the services it actually provides in a given situation will meet any particular criteria or standard. The City and its officers, employees and volunteers shall not be liable to the Town or any other person for failure to furnish assistance under this agreement or for recalling assistance.

2. **Payment.** Town agrees to pay City annually during the term of this contract the Payment Amount determined annually according to the following:

Firefighting services compensation shall be computed at the rate of 2.874% of the most current Township tax capacity available from Crow Wing County.

Emergency medical services compensation shall be computed at the rate of .51838% of the most current Township tax capacity available from Crow Wing County.

City shall provide Town a written claim for the Payment Amount. The Town shall provide payment to the City on or before the anniversary date of this contract:

Either party of this contract may initiate a negotiation meeting with the other party, by giving said party fifteen (15) days' notice. The purpose of these meetings, shall include, but not be limited to items, such as interpretation of this contract, satisfaction of service, or such other items as may affect this contract.

3. **Service Territory.** City shall provide public safety services as indicated in this contract to the area in Town described below and/or as indicated on a map which is attached hereto and made part of this contract. The identified area shall constitute the Town's Service Territory for the purposes of this contract:

Township of Little Pine Sections 1 through 36 (All)

4. **Term.** This contract shall commence on the effective date indicated above and shall expire one (1) year from that date unless terminated earlier as provided herein.

5. **Ownership.** City owns the buildings and equipment associated with the fire department and first responder unit and the amounts paid by Town do not give rise to any ownership interest in, or responsibility toward, those items.

6. **City's Responsibilities.** In addition to any other obligations described herein, City shall:  
a. Authorize and direct the City fire department and first responders unit to provide the public safety services described herein to Town's Service Territory;  
b. Disclose to Town any proposed action the City, fire department, or first responder unit intends to take that can reasonably be expected to effect the Insurance Services Office Fire Protection Grade in the Service Territory or City's ability to provide the public safety services indicated above; and

- c. Promptly disclose to Town any information City can reasonably anticipate will directly affect its ability to perform its obligations under this contract.

7. **Town's Responsibilities.** In addition to any other obligations described herein, Town shall:
- a. Promptly pay City the Payment Amount as indicated above for the year of service, or a prorated share of the Payment Amount for the length of service actually provided if the contract is terminated early;
  - b. Present a budget and levy proposal to the town electors at each annual town meeting during the term of this contract seeking authority to levy funds as needed to pay the "Payment Amount;" and
  - c. Promptly disclose to City any information Town can reasonably anticipate will directly affect its ability to perform its obligations under this contract.

It is understood and agreed Town shall have no responsibility whatsoever toward the firefighters or other emergency personnel including any employment related issues such as training, supervision, performance reviews, discipline, compensation, benefits, insurance coverages, compliance with any employment related federal, state, and local laws and rules such as OSHA, ERISA, RLSA, FMLA, or any other employment related issues. It is further agreed Town has no responsibility, beyond paying the agreed upon Payment Amount, for acquiring, operating, maintaining, housing, or replacing equipment as needed to provide the public safety services described herein.

8. **Insurance Requirements.** City shall maintain general liability insurance for its services and shall include Town as an additional insured for the term of this contract and any extensions thereof. The City shall maintain insurance equal to or greater than the maximum liability applicable to municipalities as set forth in Minnesota Statutes, Section 466.04, subd. 1, as amended. City shall also maintain inland marine, automobile, and property insurance coverages. City shall provide Town proof of such insurance coverages and the additional insured endorsement naming the Town annually by the anniversary date of this contract. City shall also maintain workers' compensation coverage as required by law.
9. **Indemnification.** City agrees to defend and indemnify Town against any claims brought or actions filed against Town or any officer, employee, or volunteer of Town for injury to, death of, or damage to the property of any third person or persons, arising from City's performance under this contract for services. Under no circumstances, however, shall City be required to pay on behalf of itself and Town, any amounts in excess of the limits on liability established in Minnesota Statutes, Chapter 466 applicable to any one party. The limits of liability for Town and City may not be added together to determine the maximum amount of liability for City. The intent of this subdivision is to impose on City a limited duty to defend and indemnify Town for claims arising out of the performance of this contract subject to the limits of liability under Minnesota Statutes, Chapter 466. The purpose of creating this duty to defend and indemnify is to simplify the defense of claims by eliminating conflicts between the parties and to permit liability claims against both parties from a single occurrence to be defended by a single attorney.

10. **No Waiver.** Nothing herein shall be construed to waive or limit any immunity from, or limitation on, liability available to either party, whether set forth in Minnesota Statutes, Chapter 466 or otherwise.
11. **Modification.** This writing contains the entire agreement between the parties and no alterations, variations, modifications, or waivers of the provisions of this agreement are valid unless reduced to writing, signed by both City and Town, and attached hereto.
12. **Subcontracting & Assignment.** City shall not subcontract or assign any portion of this contract to another without prior written permission from Town. Services provided to Town pursuant to a mutual aid agreement City has, or may enter into, with another entity does not constitute a subcontract or assignment requiring prior approval of Town so long as City remains primarily responsible for providing public safety services to Town's Service Territory.
13. **Termination.** This contract may be terminated at any time during its term by mutual agreement of the parties. Either party may terminate this agreement by personally serving a 120 day written notice of termination on the other party. This agreement shall terminate 120 days from the date of personal service of the written termination notice unless the party serving the notice withdraws the notice in writing before it is effective. If Town fails to pay for the service according to the schedule established herein, City may terminate this agreement 60 days from the date of personal service of written termination notice. Notice to City shall be served on the City Clerk/Treasurer, and notice to Town shall be served on the Town clerk.
14. **Service Contract.** This is a service contract. The parties do not intend to undertake or create, and nothing herein shall be construed as creating, a joint powers agreement, joint venture, or joint enterprise between the parties.
15. **Minnesota Law Governs.** This contract shall be governed by and construed in accordance with the internal laws of the State of Minnesota. All proceedings related to this contract shall be venued in the State of Minnesota.
16. **Severability.** The provisions of this contract shall be deemed severable. If any part of this contract is rendered void, invalid, or otherwise unenforceable, such rendering shall not affect the validity and enforceability of the remainder of this contract.

**IN WITNESS WHEREOF**, the parties have executed this contract effective on the date indicated above.

**City of Emily**

**Township of Little Pine**

By its Mayor:

By its Chairperson:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

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

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Clerk



## City of Emily, Minnesota Public Safety Contract

This contract is made and entered into this 1<sup>st</sup> day of July, 2024 (“Anniversary Date”) between the City of Emily, 39811 State Highway 6, Emily, Minnesota 56447, Crow Wing County, Minnesota public corporation (“City”), and Fairfield Township, 33108 Dangers Road, Crosby, Minnesota 56441, Crow Wing County, Minnesota a public corporation (“Town”).

In consideration of the mutual promises and agreements hereinafter set forth the parties do hereby agree as follows:

1. **Public Safety Services.** Town agrees to purchase from City, and City agrees to provide Town, the following public safety services:

- |  |   |
|--|---|
| <input type="checkbox"/> Structural Firefighting           | <input type="checkbox"/> Emergency Medical Services   |
| <input type="checkbox"/> External Structural Firefighting  | <input type="checkbox"/> Fire Scenes                  |
| <input type="checkbox"/> Interior Structural Firefighting  | <input type="checkbox"/> Rescue Scenes                |
| <input type="checkbox"/> Grass/Forest Firefighting         | <input type="checkbox"/> General Medicals             |
| <input type="checkbox"/> General Firefighting              | Level of Emergency Medical Response                   |
| <input type="checkbox"/> Vehicles & Equipment              | <input type="checkbox"/> Emergency Medical Responder  |
| <input type="checkbox"/> Carbon Monoxide Calls             | <input type="checkbox"/> Emergency Medical Technician |
| <input type="checkbox"/> Other Non-Structural Firefighting | <input type="checkbox"/> Paramedic                    |
| <input type="checkbox"/> Rescue                            |   |
| <input type="checkbox"/> Vehicle & Equipment Extrication   |   |
| <input type="checkbox"/> General Search & Rescue           |   |
| <input type="checkbox"/> High Level Rescue                 |   |
| <input type="checkbox"/> Water Rescue                      |   |

The services indicated above are further explained, or limited, as follows:

- a. **Allocation of Resources.** The parties understand the fire department officer and/or first responder member in charge of the particular scene shall exercise judgment to determine, in consideration of all the established policies, guidelines, procedures, and practices, how best to allocate the available resources of the fire department and/or first responder unit under the circumstances of a given situation. Failure to provide public safety services because of poor weather conditions or other conditions beyond the control of City shall not be deemed a breach of this contract.

b. **No Guarantee.** The parties understand and agree City will endeavor to reasonably provide the services indicated above given the circumstances, but City makes no guarantees that the services it actually provides in a given situation will meet any particular criteria or standard. The City and its officers, employees and volunteers shall not be liable to the Town or any other person for failure to furnish assistance under this agreement or for recalling assistance.

2. **Payment.** Town agrees to pay City annually during the term of this contract the Payment Amount determined annually according to the following:

Firefighting services compensation shall be computed at the rate of 2.874% of the most current Township tax capacity available from Crow Wing County.

Emergency medical services compensation shall be computed at the rate of .51838% of the most current Township tax capacity available from Crow Wing County.

City shall provide Town a written claim for the Payment Amount. The Town shall provide payment to the City on or before the anniversary date of this contract:

Either party of this contract may initiate a negotiation meeting with the other party, by giving said party fifteen (15) days' notice. The purpose of these meetings, shall include, but not be limited to items, such as interpretation of this contract, satisfaction of service, or such other items as may affect this contract.

3. **Service Territory.** City shall provide public safety services as indicated in this contract to the area in Town described below and/or as indicated on a map which is attached hereto and made part of this contract. The identified area shall constitute the Town's Service Territory for the purposes of this contract:

Fairfield Township (part): All of Sections 1-5; 10-15; 22-27; and 34-36

4. **Term.** This contract shall commence on the effective date indicated above and shall expire one (1) year from that date unless terminated earlier as provided herein.

5. **Ownership.** City owns the buildings and equipment associated with the fire department and first responder unit and the amounts paid by Town do not give rise to any ownership interest in, or responsibility toward, those items.

6. **City's Responsibilities.** In addition to any other obligations described herein, City shall:

- Authorize and direct the City fire department and first responders unit to provide the public safety services described herein to Town's Service Territory;
- Disclose to Town any proposed action the City, fire department, or first responder unit intends to take that can reasonably be expected to effect the Insurance Services



Office Fire Protection Grade in the Service Territory or City's ability to provide the public safety services indicated above; and

- c. Promptly disclose to Town any information City can reasonably anticipate will directly affect its ability to perform its obligations under this contract.

7. **Town's Responsibilities.** In addition to any other obligations described herein, Town shall:
  - a. Promptly pay City the Payment Amount as indicated above for the year of service, or a prorated share of the Payment Amount for the length of service actually provided if the contract is terminated early;
  - b. Present a budget and levy proposal to the town electors at each annual town meeting during the term of this contract seeking authority to levy funds as needed to pay the "Payment Amount;" and
  - c. Promptly disclose to City any information Town can reasonably anticipate will directly affect its ability to perform its obligations under this contract.

It is understood and agreed Town shall have no responsibility whatsoever toward the firefighters or other emergency personnel including any employment related issues such as training, supervision, performance reviews, discipline, compensation, benefits, insurance coverages, compliance with any employment related federal, state, and local laws and rules such as OSHA, ERISA, RLSA, FMLA, or any other employment related issues. It is further agreed Town has no responsibility, beyond paying the agreed upon Payment Amount, for acquiring, operating, maintaining, housing, or replacing equipment as needed to provide the public safety services described herein.

8. **Insurance Requirements.** City shall maintain general liability insurance for its services and shall include Town as an additional insured for the term of this contract and any extensions thereof. The City shall maintain insurance equal to or greater than the maximum liability applicable to municipalities as set forth in Minnesota Statutes, Section 466.04, subd. 1, as amended. City shall also maintain inland marine, automobile, and property insurance coverages. City shall provide Town proof of such insurance coverages and the additional insured endorsement naming the Town annually by the anniversary date of this contract. City shall also maintain workers' compensation coverage as required by law.
9. **Indemnification.** City agrees to defend and indemnify Town against any claims brought or actions filed against Town or any officer, employee, or volunteer of Town for injury to, death of, or damage to the property of any third person or persons, arising from City's performance under this contract for services. Under no circumstances, however, shall City be required to pay on behalf of itself and Town, any amounts in excess of the limits on liability established in Minnesota Statutes, Chapter 466 applicable to any one party. The limits of liability for Town and City may not be added together to determine the maximum amount of liability for City. The intent of this subdivision is to impose on City a limited duty to defend and indemnify Town for claims arising out of the performance of this contract subject to the limits of liability under Minnesota Statutes, Chapter 466. The purpose of creating this duty to defend and indemnify is to simplify the defense of claims by eliminating conflicts between

the parties and to permit liability claims against both parties from a single occurrence to be defended by a single attorney.

10. **No Waiver.** Nothing herein shall be construed to waive or limit any immunity from, or limitation on, liability available to either party, whether set forth in Minnesota Statutes, Chapter 466 or otherwise.
11. **Modification.** This writing contains the entire agreement between the parties and no alterations, variations, modifications, or waivers of the provisions of this agreement are valid unless reduced to writing, signed by both City and Town, and attached hereto.
12. **Subcontracting & Assignment.** City shall not subcontract or assign any portion of this contract to another without prior written permission from Town. Services provided to Town pursuant to a mutual aid agreement City has, or may enter into, with another entity does not constitute a subcontract or assignment requiring prior approval of Town so long as City remains primarily responsible for providing public safety services to Town's Service Territory.
13. **Termination.** This contract may be terminated at any time during its term by mutual agreement of the parties. Either party may terminate this agreement by personally serving a 120 day written notice of termination on the other party. This agreement shall terminate 120 days from the date of personal service of the written termination notice unless the party serving the notice withdraws the notice in writing before it is effective. If Town fails to pay for the service according to the schedule established herein, City may terminate this agreement 60 days from the date of personal service of written termination notice. Notice to City shall be served on the City Clerk/Treasurer, and notice to Town shall be served on the Town clerk.
14. **Service Contract.** This is a service contract. The parties do not intend to undertake or create, and nothing herein shall be construed as creating, a joint powers agreement, joint venture, or joint enterprise between the parties.
15. **Minnesota Law Governs.** This contract shall be governed by and construed in accordance with the internal laws of the State of Minnesota. All proceedings related to this contract shall be venued in the State of Minnesota.
16. **Severability.** The provisions of this contract shall be deemed severable. If any part of this contract is rendered void, invalid, or otherwise unenforceable, such rendering shall not affect the validity and enforceability of the remainder of this contract.

**IN WITNESS WHEREOF**, the parties have executed this contract effective on the date indicated above.

**City of Emily**

**Fairfield Township**

By its Mayor:

By its Chairperson:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

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

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Clerk



## City of Emily, Minnesota Public Safety Contract

This contract is made and entered into this 1<sup>st</sup> day of July, 2024 (“Anniversary Date”) between the City of Emily, 39811 State Highway 6, Emily, Minnesota 56447, Crow Wing County, Minnesota public corporation (“City”), and Ross Lake Township, 27406 Ross Lake Road, Aitkin, Minnesota 56431, Crow Wing County, Minnesota a public corporation (“Town”).

In consideration of the mutual promises and agreements hereinafter set forth the parties do hereby agree as follows:

1. **Public Safety Services.** Town agrees to purchase from City, and City agrees to provide Town, the following public safety services:

- Structural Firefighting
  - External Structural Firefighting
  - Interior Structural Firefighting
- Grass/Forest Firefighting
- General Firefighting
  - Vehicles & Equipment
  - Carbon Monoxide Calls
  - Other Non-Structural Firefighting
- Rescue
  - Vehicle & Equipment Extrication
  - General Search & Rescue
  - High Level Rescue
  - Water Rescue

The services indicated above are further explained, or limited, as follows:

- a. **Allocation of Resources.** The parties understand the fire department officer in charge of the particular scene shall exercise judgment to determine, in consideration of all the established policies, guidelines, procedures, and practices, how best to allocate the available resources of the fire department under the circumstances of a given situation. Failure to provide public safety services because of poor weather conditions or other conditions beyond the control of City shall not be deemed a breach of this contract.

b. **No Guarantee.** The parties understand and agree City will endeavor to reasonably provide the services indicated above given the circumstances, but City makes no guarantees that the services it actually provides in a given situation will meet any particular criteria or standard. The City and its officers, employees and volunteers shall not be liable to the Town or any other person for failure to furnish assistance under this agreement or for recalling assistance.

2. **Payment.** Town agrees to pay City during the term of this contract the prorated Payment Amount determined according to the following:

Firefighting services compensation shall be computed at the rate of 2.874% of the most current Township tax capacity available from Crow Wing County.

City shall provide Town a written claim for the Payment Amount. The Town shall provide payment to the City on or before the anniversary date of this contract:

Either party of this contract may initiate a negotiation meeting with the other party, by giving said party fifteen (15) days' notice. The purpose of these meetings, shall include, but not be limited to items, such as interpretation of this contract, satisfaction of service, or such other items as may affect this contract.

3. **Service Territory.** City shall provide public safety services as indicated in this contract to the area in Town described below and/or as indicated on a map which is attached hereto and made part of this contract. The identified area shall constitute the Town's Service Territory for the purposes of this contract:

Ross Lake Township (part): All of Sections 7, 17, 18, 19

4. **Term.** This contract shall commence on the effective date indicated above and shall expire one (1) year from that date unless terminated earlier as provided herein.

5. **Ownership.** City owns the buildings and equipment associated with the fire department and the amounts paid by Town do not give rise to any ownership interest in, or responsibility toward, those items.

6. **City's Responsibilities.** In addition to any other obligations described herein, City shall:

- a. Authorize and direct the City fire department to provide the public safety services described herein to Town's Service Territory;
- b. Disclose to Town any proposed action the City or fire department intends to take that can reasonably be expected to effect the Insurance Services Office Fire Protection Grade in the Service Territory or City's ability to provide the public safety services indicated above; and
- c. Promptly disclose to Town any information City can reasonably anticipate will directly affect its ability to perform its obligations under this contract.

7. **Town's Responsibilities.** In addition to any other obligations described herein, Town shall:
  - a. Promptly pay City the Payment Amount as indicated above for the year of service, or a prorated share of the Payment Amount for the length of service actually provided if the contract is terminated early;
  - b. Present a budget and levy proposal to the town electors at each annual town meeting during the term of this contract seeking authority to levy funds as needed to pay the "Payment Amount;" and
  - c. Promptly disclose to City any information Town can reasonably anticipate will directly affect its ability to perform its obligations under this contract.

It is understood and agreed Town shall have no responsibility whatsoever toward the firefighters or other emergency personnel including any employment related issues such as training, supervision, performance reviews, discipline, compensation, benefits, insurance coverages, compliance with any employment related federal, state, and local laws and rules such as OSHA, ERISA, RLSA, FMLA, or any other employment related issues. It is further agreed Town has no responsibility, beyond paying the agreed upon Payment Amount, for acquiring, operating, maintaining, housing, or replacing equipment as needed to provide the public safety services described herein.

8. **Insurance Requirements.** City shall maintain general liability insurance for its services and shall include Town as an additional insured for the term of this contract and any extensions thereof. The City shall maintain insurance equal to or greater than the maximum liability applicable to municipalities as set forth in Minnesota Statutes, Section 466.04, subd. 1, as amended. City shall also maintain inland marine, automobile, and property insurance coverages. City shall provide Town proof of such insurance coverages and the additional insured endorsement naming the Town annually by the anniversary date of this contract. City shall also maintain workers' compensation coverage as required by law.
9. **Indemnification.** City agrees to defend and indemnify Town against any claims brought or actions filed against Town or any officer, employee, or volunteer of Town for injury to, death of, or damage to the property of any third person or persons, arising from City's performance under this contract for services. Under no circumstances, however, shall City be required to pay on behalf of itself and Town, any amounts in excess of the limits on liability established in Minnesota Statutes, Chapter 466 applicable to any one party. The limits of liability for Town and City may not be added together to determine the maximum amount of liability for City. The intent of this subdivision is to impose on City a limited duty to defend and indemnify Town for claims arising out of the performance of this contract subject to the limits of liability under Minnesota Statutes, Chapter 466. The purpose of creating this duty to defend and indemnify is to simplify the defense of claims by eliminating conflicts between the parties and to permit liability claims against both parties from a single occurrence to be defended by a single attorney.

10. **No Waiver.** Nothing herein shall be construed to waive or limit any immunity from, or limitation on, liability available to either party, whether set forth in Minnesota Statutes, Chapter 466 or otherwise.
11. **Modification.** This writing contains the entire agreement between the parties and no alterations, variations, modifications, or waivers of the provisions of this agreement are valid unless reduced to writing, signed by both City and Town, and attached hereto.
12. **Subcontracting & Assignment.** City shall not subcontract or assign any portion of this contract to another without prior written permission from Town. Services provided to Town pursuant to a mutual aid agreement City has, or may enter into, with another entity does not constitute a subcontract or assignment requiring prior approval of Town so long as City remains primarily responsible for providing public safety services to Town's Service Territory.
13. **Termination.** This contract may be terminated at any time during its term by mutual agreement of the parties. Either party may terminate this agreement by personally serving a 120 day written notice of termination on the other party. This agreement shall terminate 120 days from the date of personal service of the written termination notice unless the party serving the notice withdraws the notice in writing before it is effective. If Town fails to pay for the service according to the schedule established herein, City may terminate this agreement 60 days from the date of personal service of written termination notice. Notice to City shall be served on the City Clerk/Treasurer, and notice to Town shall be served on the Town Clerk.
14. **Service Contract.** This is a service contract. The parties do not intend to undertake or create, and nothing herein shall be construed as creating, a joint powers agreement, joint venture, or joint enterprise between the parties.
15. **Minnesota Law Governs.** This contract shall be governed by and construed in accordance with the internal laws of the State of Minnesota. All proceedings related to this contract shall be venued in the State of Minnesota.
16. **Severability.** The provisions of this contract shall be deemed severable. If any part of this contract is rendered void, invalid, or otherwise unenforceable, such rendering shall not affect the validity and enforceability of the remainder of this contract.

**IN WITNESS WHEREOF**, the parties have executed this contract effective on the date indicated above.

**City of Emily**

**Ross Lake Township**

By its Mayor:

By its Chairperson:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

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

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Clerk



**2024 FIRE AND FIRST RESPONSE CONTRACT FIGURES**

	Total Tax Capacity	2024 Fire Budget		2023		2024 1st Response Budget		Recommended Totals
		2023	2024	2023	2024	2023	2024	
City of Emily	4,682,928	3.14174%	2.874%	\$135,748.02	\$134,587.35	0.67776%	0.51838%	\$158,862.71
Fairfield Township	504,897	\$15,361.76	\$14,510.74	\$3,313.95	\$2,617.29			\$17,128.02
Little Pine Township	382,375	\$11,755.92	\$10,989.46	\$2,536.08	\$1,982.16			\$12,971.61
Ross Lake Township	668,766	\$19,224.97	\$19,220.33	\$0.00	\$0.00			\$19,220.33
<b>Total</b>	<b>6,238,966</b>	<b>\$182,090.67</b>	<b>\$179,307.88</b>	<b>\$35,134.62</b>	<b>\$28,874.80</b>			<b>\$208,182.69</b>

Difference  
(\$3.31)

2023 to 2024	1st Response		Total	
	Fire Contract Changes	Contract Changes	Fire Contract Changes	Contract Changes
Fairfield Township	(\$851.02)	(\$696.66)	(\$1,547.69)	
Little Pine Township	(\$766.46)	(\$553.92)	(\$1,320.39)	
Ross Lake Township	(\$4.64)	\$0.00	(\$4.64)	

Fire budget includes fire department disbursements and fire training, fire state aid, supplemental state aid, and fire protection services receipts.

First response budget includes first response disbursements and first response services receipts.





# Monthly Report

04/04/2024

	March	Cary	Krista	Mark	LeAnn	Nick	Connie	Terri	Fawn	Cindy	Kaitlin
Calls	10	6	5	2	3	2	4	1	5	6	1
Time		3h01m	2h37m	2h	1n50m	1h03m	2h	27 m	2h29m	3h04m	58m
Meeting	1	1	1	0	1	1	1	0	1	0	0
Time	1 hr	1hr	1 hr	0	1 hr	1 hr	1 hr	0	1 hr	0	0
Trainings	0	0	0	0	0	0	0	0	0	0	0
Quarterly	0	0	0	0	0	0	0	0	0	0	0
Time	0	0	0	0	0	0	0	0	0	0	0
Year call Total	32	11	10	5	12	6	6	4	14	23	3
Year End Time		9h 58m	11h 47m	8h 08m	13h 25m	8h 06m	11h	3h 54m	10h 19m	16h 43m	6h 28m

We had 10 calls in the month of march. Our meeting was held on April 2<sup>nd</sup>, we had 10 in attendance. The meeting started at 18:06. In the meeting copies of sample ordinances, for joining fire and responders, were passed around and checked out by the responders. I had a meeting with the fire chief and the our council liaisons on Friday April 5<sup>th</sup>, to figure out the changes that needed to be made to the ordinances., to get this done. A sign up went around to sign up for the meat raffle. We talked about the rig and needing to use it more, especially if we would like to get something different in the future. We checked out some samples for what we wanted for this years uniforms, we will make decision on what is needed at the next meeting. Protocols were passed out to whoever didn't get them last month. We have a double training on April 16<sup>th</sup>. Elections for officers were done as per policies and procedures. The vote was Chief Krista Kommer and Assistant chief Connie Pollock. Calls were reviewed and meeting was adjourned at 19:29.

**CITY OF EMILY  
COUNTY OF CROW WING  
STATE OF MINNESOTA  
RESOLUTION NO. 24-14**

**RESOLUTION ACCEPTING DONATION TO THE CITY**

**WHEREAS**, the City of Emily is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts.

**WHEREAS**, the following persons and entities have offered to contribute the cash amounts set forth below to the City:

<u>Name of Donor</u>	<u>Amount</u>
Roosevelt and Lawrence Area Lakes Association	\$1,350.00

**WHEREAS**, the terms or conditions of the donations, if any, are as follows:

<u>Donation Number</u>	<u>Terms or Conditions</u>
24-14	First Response Unit Equipment Fund

**WHEREAS**, all such donations have been contributed to the City for the benefit of its citizens, as allowed by law; and

**WHEREAS**, the City Council finds that it is appropriate to accept the donations offered.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EMILY, MINNESOTA AS FOLLOWS:**

1. The following donations are accepted and shall be used as follows: \$1,350.00 to the First Response Unit equipment fund.
2. The city clerk is hereby directed to issue receipts to each donor acknowledging the City's receipt of the donor's donation.

Adopted by the City Council of Emily, Minnesota this 9<sup>th</sup> day of April 2024.

---

Tracy Jones, Mayor

ATTEST:

---

Cari Johnson, City Clerk/Treasurer



# Roosevelt and Lawrence Area Lakes Association

March 8, 2024



BY: .....

City of Emily  
Attn: Emily First Responders  
39811 State Highway 6  
Emily, MN 56447

Re: RALALA Member Donations for Emily First Responders

Attached is a check in the amount of \$1,350. The funds were collected by RALALA in 2023 from its members who chose to contribute to Emily First Responders in appreciation for all they do for the community.

We would appreciate a receipt for this donation. RALALA's mailing address is PO Box 139, Outing, MN 56662.

Thank you!

Sincerely,

Diana Lee  
RALALA Treasurer



**clerk@emily.net**

---

**From:** Craig Katzenberger <Craig.Katzenberger@crowwing.gov>  
**Sent:** Monday, March 25, 2024 10:07 AM  
**To:** clerk@emily.net  
**Subject:** FW: City of Emily  
**Attachments:** City of Emily - Sheriff's Open Office flooring and wall base.pdf; City of Emily- Sheriff's Office Conference Room flooring.pdf; Sheriff Office\_V2\_0324.pdf; ARINQPEG8C82A172-8B34-4DFE-A237-C349E21BD984.PDF

Hi Cari,

Attached are the quotes for the furniture and for the carpet.

This does not include the installation of the carpet or the furniture.

What are your thoughts?

Let me know and we can keep moving forward.

---

**From:** Peggy Akers <PAkers@connectinteriors.com>  
**Sent:** Friday, March 22, 2024 3:25 PM  
**To:** Craig Katzenberger <Craig.Katzenberger@crowwing.gov>  
**Subject:** FW: City of Emily

**This message was sent from outside your organization. Please proceed with caution.**

Hi Craig,

Attached are quotes for the flooring and furniture. I had Steve break out the conference room just in case you decided not to replace that but it isn't really that much more.

Attached also are updated plans and a furniture quote. I don't have install for furniture yet but if it looks good and you want me to get that quote I will do so.

Peggy Akers  
workplace consultant , connect interiors  
o. 701.277.7222 c. 701-866-8638  
[web / connect](#)





**CONNECT INTERIORS**

Fargo, ND  
 Grand Forks, ND  
 Detroit Lakes, MN  
 connectinteriors.com

RECEIVED  
 MAR 25 2024

**Quotation**

BY: .....

Quote	Quote Date	Customer Order	Customer	Account Representative	Project
64285	03/22/24		HAN001	Peggy Akers	

**Quote To**

Connect Interiors  
 3803 Main Ave  
 FARGO ND 58103-1141

**Ship To**

Craig Katzenberger  
 Connect Interiors  
 39811 State Hwy 6  
 Emily MN 56447

Phone +1 (218) 829-4749

Terms 50% Dep Bal Net 10

Sales Location Connect Interiors Fargo

Expiration Date 04/11/24

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
Quote for product only. Installation would be additional.				
Omnia Contract and Sourcewell Contracts utilized for product.				
50% down payment with order.				
<b>BEG</b>	<b>Subsection</b>	<b>Desk</b>		
1	1	WJ327248L Worksurface-Jetty, Curved, Left hand, 30DL x 24DR x 72WL x 48WR EDGE :6T05 VERANDA TEAK TOP-SURF:2TH5 VERANDA TEAK (HPL) OPTIONS ** OPTIONS ** SCAL OPT *OPT:SCALLOP OPTION NO SCAL NO SCALLOP SELECTION	523.38	523.38
	Tag For	Desk 24/72		
2	1	USWS Worksurface-Straight, Laminate, Plastic edge profile Size Option: Modular Depth: 24.00000 Width: 36.00000 Top Surface Finish: Textured Woodgrain HPL 2TH5 - VERANDA TEAK (HPL) Grain Direction: Short Grain	131.04	131.04

Accepted by \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Quote	Quote Date	Customer Order	Customer	Account Representative	Project
64285	03/22/24		HAN001	Peggy Akers	

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
3	1	Edge Finish: Plastic - PG1 6T05 - VERANDA TEAK Power Access: No Power Access Scallop: No Scallop Grommet: No Grommet Cord Drop: No Cord Drop Tag For Desk 24/36 MGELTLCB Migration SE Base 90 Degree T Leg Extended Height Size Option: Modular Depth - Left: 23.00000 Depth - Right: 23.00000 Width - Left: 64.00000 Width - Right: 46.00000 Base Finish: Textured Paint 7360 - MERLE Controller: Up/Down Controller Foot Option: Squared Edge	1,244.89	1,244.89
4	1	Tag For Desk B/23/64/46/23/EXT-UP OLMP Ology; Modesty panel, desk application Size Option: Modular Width: 52.00000 Modesty Panel Finish: Textured Woodgrain HPL 2TH5 - VERANDA TEAK (HPL) Grain Direction: Horizontal Edge Finish: Plastic - PG1 6T05 - VERANDA TEAK	168.00	168.00
5	1	Tag For Desk MP/34 TSATH2711 Leg-H, 11W x 27H BASIC :7239 MIDNIGHT	104.88	104.88
6	1	Tag For Desk H/11 TS2PBBF22U Pedestal, Box / box / file, Under worksurface, 22D BASIC :7360 MERLE KEYS :SK PLUG OPTIONS ** OPTIONS **	271.98	271.98

Accepted by \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Quote	Quote Date	Customer Order	Customer	Account Representative	Project
64285	03/22/24		HAN001	Peggy Akers	

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
7	1	PULLS *OPT:PULL OPTIONS CONTPULL CONTEMPORARY PULL PULL PULL PLTMETAL *PULL:PLATED METAL 9211 NICKEL  Tag For Desk BBF  1051FT1.US  Rio, Four Leg Chair, Upholstered Seat & Plastic Back, Armless Frame Information FC1 Black Frame Caster/Glide Option Selection C13 Standard Carpet Casters Plastic Shell Color Selection SC5 Navy CA Technical Bulletin 133 Fire Std Option for Fabric Selecti ~ No Selection FG2 Fabric Grade 2 ELEMENT Element Standard Color Selection LEAD Element Lead Packaging Options AC Fully Assembled in Carton  Tag For Desk 1051FT1.US	196.80	196.80
			Subsection Sub Total	2,640.97
			Subsection Total	2,640.97
<b>END</b>	<b>Subsection</b>			
<b>BEG</b>	<b>Subsection</b>	<b>Interview Room</b>		
8	1	TS4THDR48 Top-Table, Round, 48 dia, 1 1/8 thick, High pressure laminate EDGE :6T05 VERANDA TEAK TOP-SURF:2TH5 VERANDA TEAK (HPL)	322.46	322.46
		Tag For Interview Room 48		
9	1	BX36	267.15	267.15

Accepted by \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Quote	Quote Date	Customer Order	Customer	Account Representative	Project
64285	03/22/24		HAN001	Peggy Akers	

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
10	4	Base-X, 36W BASE :7360 MERLE COLUMN :7360 MERLE Tag For Interview Room XB 1051FT1.US Rio, Four Leg Chair, Upholstered Seat & Plastic Back, Armless Frame Information FC1 Black Frame Caster/Glide Option Selection C13 Standard Carpet Casters Plastic Shell Color Selection SC5 Navy CA Technical Bulletin 133 Fire Std Option for Fabric Selecti ~ No Selection FG2 Fabric Grade 2 ELEMENT Element Standard Color Selection LEAD Element Lead Packaging Options AC Fully Assembled in Carton Tag For Interview Room 1051FT1.US	196.80	787.20
			Subsection Sub Total	1,376.81
			Subsection Total	1,376.81
<b>END</b>	<b>Subsection</b>			

<b>BEG</b>	<b>Subsection</b>	<b>Lounge</b>		
11	1	CRCDBTB4D Credenza - Buffet, Box Drawers, 4 Doors Width: 62.20240 Height: 36.00000 Depth: 24.00000 Worksurface Thickness: 1.12500 Top Surface Finish: Textured Woodgrain HPL 2TH5 - VERANDA TEAK (HPL) Case Finish: Textured Woodgrain HPL 2TH5 - VERANDA TEAK (HPL) Headset Finish: Textured Woodgrain HPL 2TH5 -	2,042.86	2,042.86

Accepted by \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Quote	Quote Date	Customer Order	Customer	Account Representative	Project
64285	03/22/24		HAN001	Peggy Akers	

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
12	1	VERANDA TEAK (HPL) Edge Finish: Plastic - PG1 6T05 - VERANDA TEAK Lock Finish: Ember Chrome 9250 - EMBER CHROME Pull: Contemporary Pull Pull Finish: Nickel 9211 - NICKEL Keys: Key Plug  Tag For Lounge 24/62.2024  TSBLNTOV Bassline; Table-Oval Size Option: Modular Depth: 20.00000 Width: 36.00000 Top Surface Finish: Textured Woodgrain HPL 2TH5 - VERANDA TEAK (HPL) Edge Finish: Plastic - PG1 6T05 - VERANDA TEAK Base Finish: Textured Paint 7360 - MERLE  Tag For Lounge 20/36	534.98	534.98
13	1	WESMESCHRH Mesa; Lounge-Chaise, Right hand Inner Finish: Billiard 5H16 - INDIGO Outer Finish: Billiard 5H16 - INDIGO Leg Finish: Smooth Paint WE01 - ANTIQUE BRONZE  Tag For Lounge MESA	2,761.14	2,761.14
14	1	WESMESO Mesa; Lounge-Ottoman Upholstery Finish: Billiard 5H16 - INDIGO Leg Finish: Smooth Paint WE01 - ANTIQUE BRONZE  Tag For Lounge MESA	1,109.76	1,109.76
15	1	TS4THDR42 Top-Table, Round, 42 dia, 1 1/8 thick, High pressure laminate EDGE :6T05 VERANDA TEAK TOP-SURF:2TH5 VERANDA TEAK (HPL)  Tag For Lounge	288.42	288.42

Accepted by \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Quote	Quote Date	Customer Order	Customer	Account Representative	Project
64285	03/22/24		HAN001	Peggy Akers	

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
16	1	42 BX36 Base-X, 36W BASE :7360 MERLE COLUMN :7360 MERLE Tag For Lounge XB	267.15	267.15
17	3	1051FT1.US Rio, Four Leg Chair, Upholstered Seat & Plastic Back, Armless Frame Information FC1 Black Frame Caster/Glide Option Selection C13 Standard Carpet Casters Plastic Shell Color Selection SC5 Navy CA Technical Bulletin 133 Fire Std Option for Fabric Selecti ~ No Selection FG2 Fabric Grade 2 ELEMENT Element Standard Color Selection LEAD Element Lead Packaging Options AC Fully Assembled in Carton Tag For Lounge 1051FT1.US	196.80	590.40
			Subsection Sub Total	7,594.71
			Subsection Total	7,594.71
<b>END</b>	<b>Subsection</b>			
<b>BEG</b>	<b>Subsection</b>	<b>Optional cable tray and desktop power unit for desk</b>		
18	1	DSTRAYSM Tray-Cable Management, Smart straps, 15 1/2W Tag For Desk TS	49.47	49.47
19	1	DSPINTRO	246.00	246.00

Quote	Quote Date	Customer Order	Customer	Account Representative	Project
64285	03/22/24		HAN001	Peggy Akers	

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
		POWERSTRIP INTRO Power Configuration: 2 Power, 1 USB A, 1 USB C 20W Power Finish: Plastic - PG1 6527 - MERLE Power Mount: C-Clamp Utility Power: 1 Utility, 1 Female Plug, Tray Power Cord: 8' Standard Cord Power Plug Type: STANDARD NEMA 5-15 3-PRONG PVC: With PVC Tag For Desk PS/2P1AC20		
			Subsection Sub Total	295.47
			Subsection Total	295.47
<b>ND</b>	<b>Subsection</b>			
20	1	DESIGN Design Services	75.00	75.00
21	1	PROJECT MANAGEMENT Project Management Services	75.00	75.00

**QUOTATION TOTALS**

**Sub Total** 12,057.96  
**Grand Total** 12,057.96

End of Quotation

Accepted by \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Current total: **\$3,733.62**  
Gift Card Savings: **- \$10.00**  
Cost after savings: **\$3,723.62**

Pay ~~\$3,733.62~~ **\$3,723.62 for this order.** Get a \$10 Amazon Gift Card upon approval for the Amazon Store Card. No annual fee.



Find out how

## Shopping Cart

Subtotal (15 items): **\$3,733.62**

Price

Proceed to checkout



nbf signature series at Work Storage Credenza 72" W x 24" D

**\$1,005.77**

In Stock  
Shipped from: National Business Furniture LLC  
FREE delivery **Apr 9 - 18**  
Gift options not available. [Learn more](#)

Qty: 1 [Delete](#) [Save for later](#)  
[Compare with similar items](#) [Share](#)



Farini Office Coffee Table, 47" Wood Coffee Tabletop with Wood

**\$169.99**

**Only 6 left in stock - order soon.**  
Shipped from: Farini Furniture US  
FREE delivery **Apr 8 - 11**  
Gift options not available. [Learn more](#)  
**Color: Black**

Qty: 1 [Delete](#) [Save for later](#)  
[Compare with similar items](#) [Share](#)



Cain 42" Round Breakroom Table-Grey

**\$327.91**

In Stock  
Shipped from: SIM Supply, Inc.  
FREE delivery **Apr 5 - 8**  
Gift options not available. [Learn more](#)  
**Size: 42-Inch**  
**Color: Grey**

Qty: 1 [Delete](#) [Save for later](#)  
[Compare with similar items](#) [Share](#)



Cain 48" Round Breakroom Table-Grey

**\$439.99**

In Stock  
Shipped from: The Office Place Store  
FREE delivery **Apr 5 - 9**  
Gift options not available. [Learn more](#)  
**Size: 48-Inch**  
**Color: Grey**

### You might also like



nbf signature series Urban Four Drawer Credenza 6

**\$1,966.34**

[Add to Cart](#)



Bestar Pro-Linea Credenza with 2 Drawers 3

**\$599.00**

[Add to Cart](#)



Bestar i3 Plus Credenza with 2 Drawers, 72W, 24D 3

**\$598.64**

[Add to Cart](#)



NBF Signature Series at Work Divider Panel - 6

**\$441.73**

[Add to Cart](#)



Qty: 1 [Delete](#) [Save for later](#)

[Compare with similar items](#) [Share](#)



### FDW Home Office Chair Mid Back Mesh Desk Chair Armless

**\$36.99**

In Stock

Shipped from: [Cavalier Store](#)

FREE delivery **Tue, Apr 9**

Gift options not available. [Learn more](#)

**Color:** Black

Qty: 8 [Delete](#) [Save for later](#)

[Compare with similar items](#) [Share](#)



### Furmax Office Chair Mid Back Swivel Lumbar Support Desk Chair,

**\$39.99**

In Stock

Shipped from: [Furmax](#)

FREE delivery **Apr 5 - 9**

Climate Pledge Friendly

Gift options not available. [Learn more](#)

**Color:** Black

Save 5%

[Clip Coupon](#)

Qty: 1 [Delete](#) [Save for later](#)

[Compare with similar items](#) [Share](#)



### Bush Business Furniture Echo L Shaped Desk with Mobile File

**\$654.06**

In Stock

Shipped from: [BisonOffice](#)

FREE delivery **Apr 9 - 12**

Gift options not available. [Learn more](#)

**Color:** Charcoal Maple

Qty: 1 [Delete](#) [Save for later](#)

[Compare with similar items](#) [Share](#)



### VanAcc 109 inch Sleeper Sofa, Pull Out Couch with USB Ports & Cup

**\$799.99**

**Only 4 left in stock - order soon.**

Shipped from: [Happy Tao](#)

\$99.99 delivery **Apr 4 - 5**

Gift options not available. [Learn more](#)

**Size:** U-Shape

**Color:** Dark Grey

Qty: 1 [Delete](#) [Save for later](#)

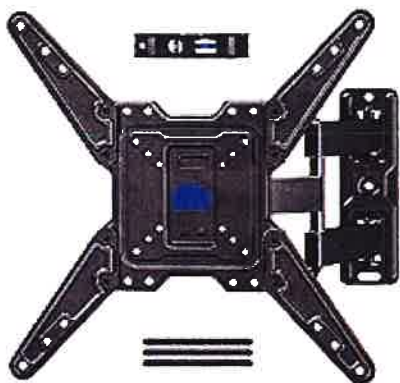
[Compare with similar items](#) [Share](#)

Current total: **\$277.99**  
Gift Card Savings: **- \$10.00**  
Cost after savings: **\$267.99**

Pay ~~\$277.99~~ **\$267.99** for this order. Get a \$10 Amazon Gift Card upon approval for the Amazon Store Card. No annual fee.

## Shopping Cart

Price



### Mounting Dream UL Listed TV Wall Mount for Most 26-55 Inch

**\$29.99**

In Stock  
FREE delivery **Sat, Apr 6** available at checkout  
FREE Returns

Save 5%  
[Clip Coupon](#)

This is a gift [Learn more](#)

Qty: 1

[Delete](#)

[Save for later](#)

[Compare with similar items](#)

[Share](#)



### Roku 50" Select Series 4K HDR Smart RokuTV with Enhanced

**\$248.00**

In Stock  
FREE delivery **Mon, Apr 8** available at checkout  
FREE Returns

This is a gift [Learn more](#)

**Style:** Select Series 4K

**Size:** 50"

Qty: 1

[Delete](#)

[Save for later](#)

[Compare with similar items](#)


[Share](#)


**Subtotal (2 items): \$277.99**

Cart (2 of 2 items)

Pickup and delivery options ^

  
**Shipping**  
 All items available

  
**Pickup**  
 Available for 1 of 2 items

  
**Delivery**  
 Not available

[Checkout all items](#)

For the best shopping experience, [sign in](#)

**Subtotal** (2 items) \$247.98

Shipping Free

**Taxes** Calculated at checkout

**Estimated total** \$247.98

pay \$24/mo with [affirm](#)  
[Learn how](#)

 **Free shipping** arrives by **Tue, Apr 9**  
56447

2 of 2 items selected [Deselect all items](#)

In 200+ people's carts


Best seller



TCL 50" Class 4-Series 4K UHD HDR Smart Roku TV - 50S451

\$228.00

\$228.00/ea

 Free 30-day returns

 **Add Walmart Protection Plan by Allstate**

[View details](#)

(Only one option can be selected at a time.)

4-Year plan - \$33.00

5-Year plan - \$39.00

 **Add Expert Help**

[View details](#)

Mounting Service (Mount not Included) - \$79.00

[Remove](#)

[Save for later](#)

- 1 +

In 200+ people's carts


Best seller



Mount-It! Full-Motion Tilt Swivel TV Wall Mount, 23" to 55" TVs, 66 lbs. Capacity, 15" Extension, Bonus HDML...

\$19.98

\$19.98/ea

 Free 30-day returns

 Gift Eligible

 **Add Expert Help**

[View details](#)

Mounting Service (Mount not Included) - \$79.00

[Remove](#)


[Save for later](#)

- 1 +

**Become a member to get free Walmart+ next-day shipping, gas discounts & more!**

Try Walmart+ free for 30 days!

This order is a gift. 

**Earn 5% cash back on Walmart.com**   
See if you're pre-approved with no credit risk. [Learn how](#)

Recommended with your order

Best seller

Best seller

Best seller

CONNECT INTERIORS

Fargo, ND  
Grand Forks, ND  
Detroit Lakes, MN  
connectinteriors.com

RECEIVED  
MAR 25 2024

BY: .....

Quotation

Quote	Quote Date	Customer Order	Customer	Account Representative	Project
64327	03/19/24		CRO003	Steve Barry	

Quote To

City of Emily  
Emily, MN

Ship To

City of Emily  
Crow Wing Sheriff's  
Satellite offices

Phone

Phone

Terms 50% Dep Bal Net 10

Sales Location Connect Interiors Fargo

Expiration Date 04/18/24

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
City of Emily - Flooring for Sheriffs Open office and Hall. Conference Room on separate quote.				
1	69.33	CARPET TILES SHAW INDUS Shaw Sky Tile, 5T174, color: 72760 village; 24" x 24" tiles; 13 cartons X 5.33 sq yds/ctn = 69.33 sq yds; Ship on Shaw truck		
2	70	FREIGHT SHAW INDUS freight on Carpet tiles		
3	1	ADHESIVE SHAW INDUS Shaw N5000 Carpet tile adhesive; 4 gallon pail		
4	120	VINYL WALLBASE HANKS SPEC Johnsonite vinyl covered wall base; color: TBD; 4" x 1/8" x 120' coils		
5	12	TRANSITONS HANKS SPEC Johnsonite EG-XX-H Edge guard		
6	70	LABOR DONALD ZIE labor to install carpet tiles		
7	120	LABOR DONALD ZIE labor to install wall base		

Accepted by \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Quote	Quote Date	Customer Order	Customer	Account Representative	Project
64327	03/19/24		CRO003	Steve Barry	

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
8	12	LABOR DONALD ZIE labor to install transition		
9	1	LABOR DONALD ZIE mileage		

QUOTATION TOTALS				
			Sub Total	3,170.00
			Grand Total	3,170.00

End of Quotation

Accepted by \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

# Hudrlik Carpet & Tile

# Estimate

105 First Street SW  
 Crosby, MN 56441  
 Ph 218-546-5524

DATE	ESTIMATE NO.
4/5/2024	27873

NAME / ADDRESS
Emily City Hall

RECEIVED  
 APR 08 2024

BY: .....

P.O. NO.	TERMS	REP	PROJECT
	60% Down, bal on compl		
ROOM	ITEM	DESCRIPTION	SUBTOTAL
Emily City Hall	Carpet Adhesive carpet tile Cove Base Shipping	SHAW 5T174 Skytile C:72760 Village 24x24 [13 cartons] Carpet Tile Adhesive Carpet Tile Installation 4" Vinyl Cove Base C:TBD (with install) [1 coil] Shipping  *No Floor Prep figured- no field measure was conducted and strictly going off of the carton size provided for quoting purposes. *No removal or disposal of existing flooring *No furniture moving	
<b>TOTAL</b>			\$4,055.59

ACCEPTANCE OF PROPOSAL - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. All material is guaranteed to be as specified. Any alteration involving extra costs will be executed only upon customer approval. Delays beyond our control are deemed acceptable. During cold months when the temperature is below 60 degrees the above premises needs to be heated to 60 degrees prior to installation. If temperature conditions cause a delay in a scheduled install a trip charge of \$50 will be added to the final bill. Payment is expected in full upon completion. A finance charge of 18% APR will be applied to any outstanding balances.

Signature & Date \_\_\_\_\_

**CONNECT INTERIORS**

Fargo, ND  
Grand Forks, ND  
Detroit Lakes, MN  
connectinteriors.com

RECEIVED  
MAR 26 2024

BY: .....

**Quotation**

Quote	Quote Date	Customer Order	Customer	Account Representative	Project
64328	03/19/24		CRO003	Steve Barry	

**Quote To**

City of Emily  
Emily, MN

**Ship To**

City of Emily  
Crow Wing Sheriff's  
Satellite Offices

Phone +

Phone

Terms 50% Dep Bal Net 10

Sales Location Connect Interiors Fargo

Expiration Date 04/18/24

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
City of Emily - Sheriff's Conference Room Flooring and wall base.				
1	21.34	CAROET TILES SHAW INDUS Shaw Sky Tile, 5T174, color: 72760 Village; 24" x 24" tiles; 4 cartons X 5.33 sq yds/ctn = 21.34 sq yds; Ship on Shaw truck		
2	21.34	FREIGHT SHAW INDUS freight on carpet tiles		
3	120	VINYL WALL BASE HANKS SPEC Johnsonite vinyl coved wall base; color:TBD; 4" x 1/8" x 120' coils		
4	21	LABOR DONALD ZIE labor to install carpet tiles		
5	50	LABOR DONALD ZIE labor to install wall base		
6	1	LABOR DONALD ZIE labor to install transition at door		

Accepted by \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Quote	Quote Date	Customer Order	Customer	Account Representative	Project
64328	03/19/24		CRO003	Steve Barry	

Line	Quantity	Catalog Number / Description	Unit Price	Extended Amount
<b>QUOTATION TOTALS</b>				
<b>Sub Total</b>				<u>965.00</u>
<b>Grand Total</b>				<u>965.00</u>

End of Quotation

Accepted by \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_



**Nex-Gen Painting Inc**  
 23036 Serenity Lane  
 Osseo, MN 56468 US  
 763-839-1119  
 nexgenpaintinginc@gmail.com  
 https://www.nexgenpainting.com/

**Estimate**

RECEIVED  
 APR 04 2024



BY: .....

**ADDRESS**

Emily Sheriff Office

ESTIMATE #	DATE
24INT-04	04/03/2024

DATE	ACTIVITY	DESCRIPTION	AMOUNT
	<b>Interior Painting</b>	Apply 2 coats to all walls in small office and large office.	2,200.00
	<b>CEILINGS</b>	Apply 2 coats of a stain blocking primer to ceiling tiles.	0.00
	<b>Misc</b>	Apply 1 coat of primer and 2 coats of paint to window paneling.	360.00
	<b>Contract Agreement</b>	By signing this estimate, you agree to the terms and conditions outlined herein and authorize Nex- Gen Painting Inc to proceed with the above services.	0.00
	<b>Contract Payment</b>	Payment will be a 50% down payment due before work begins with the balance due upon completion of the work. This does not include any changes made once work had begun. All changes must be agreed upon by both the homeowner and tradesman. All past due amounts are subject to a finance charge of 1.5% a month or annual rate of 18% per year.	0.00
	<b>Contract PreLein</b>	Pre-Lein Notice: OWNER UNDERSTANDS THAT CONTRACTOR IS REQUIRED BY LAW TO PROVIDE OWNER WITH THIS NOTICE.	0.00

A. ANY PERSON OR COMPANY SUPPLYING LABOR OR MATERIAL FOR THIS IMPROVEMENT TO YOUR PROPERTY MAY FILE A LEIN AGAINST YOUR PROPERTY OR COMPANY IS NOT PAID FOR THE CONTRIBUTIONS.

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

Pre Lein Notice from sub contractor.  
 If we are not paid by your contractor, we can file a claim

DATE	ACTIVITY	DESCRIPTION	AMOUNT
------	----------	-------------	--------

against your property for the price of our services. you have the right to pay us directly and deduct this amount from the contract price, or withhold the amount due us from your contractor until 120 days after completion of the improvement unless your contractor gives you a lein waiver signed by me(us)

We may not file la lein if you paid your contractor in full before receiving this notice.

By signing this below you agree to the terms of this quote and will enter a contract agreement with Nex-Gen Painting Inc beginning on the date signed.

TOTAL **\$2,560.00**

Accepted By

Accepted Date

# FOX GLEN PAINTING

ESTIMATE

EST0546

Business Number Ready

14905 cty rd 1

Fifty lakes

56448

12188395000

aaronready@hotmail.com

RECEIVED  
APR 05 2024

BY: .....

DATE

04/05/2024

TOTAL

USD \$1,625.00

TO

**City of Emily**

zoning@emily.net

DESCRIPTION	RATE	QTY	AMOUNT
<b>Painting for Law Enforcement Office, Emily City Hall</b> - Prep walls and minor repairs/patches - Paint entrance/conference room main color - Paint office room main color - Prime and paint window panels main color - Prime/Stain-seal ceiling tiles on south end of window group.	\$1,625.00	1	\$1,625.00
Labor and Materials included, 5 plus gal. est. ( quality eggshell paint for durability recommended)	\$0.00	1	\$0.00
SUBTOTAL			\$1,625.00
TAX (0%)			\$0.00
TOTAL			USD \$1,625.00



DATE SIGNED

04/05/2024

Thanks for the opportunity to give a quote, lot of memories from being in that old school!

- Aaron Ready

@ FOX GLEN PAINTING



RECEIVED  
MAR 25 2024  
BY:.....

March 20, 2024

City of Emily  
C/O Cari Johnson  
39811 State Hwy 6  
Emily, MN 56447  
218-763-2480  
[clerk@emily.net](mailto:clerk@emily.net)

Scope of Work- We propose to remove the existing security/card access system and install a new control panel, card access modules and multi-class readers. Existing electronic locking devices to remain.

We are pleased to furnish and install a security/access system installation as follows.

- (1) Install Security/Card Access Pro XR Control Panel, Backup Battery, and Transformer
- (1) Install Power Supply for Card Access
- (3) Install Keypads with Proximity Reader
  - 1. Main Entry
  - 2. South Entry
  - 3. Police Office
- (1) Reconnect Existing Door Sensors
- (1) Reconnect Existing Motion Detectors

Door 1-Main Entry Door

- (1) Install Card Access Module
- (1) Install New Keypad/Proximity Reader
- (1) Connect Existing Electrified Panic Hardware
- (2) Install Power Transfer Hinge
- (1) Install ADA Timer Board

Door 2- South Entry Door

- (1) Install Card Access Module
- (1) Install New Card Reader
- (1) Install New Security Door Sensor
- (1) Reconnect Existing Door Strike

Door 3- Police Office Door

- (1) Install Card Access Module
- (1) Install New Card Reader
- (1) Install New Security Door Sensor
- (1) Reconnect Existing Door Strike

Total Installed Price     \$6,367.75

**Monitoring-Virtual Keypad Access/Security Monitoring** –Security with virtual keypad access with network is provided at \$39.99 per month. Included in virtual keypad access is card programming and remote door control via smartphone or any web browser. Advanced door reporting per door \$4.00/month. This system would be \$51.99 per month for monitoring with the 3 access doors.



Option-Add Additional Card Access Doors

Door 4-Kitchen Door

- (1) Install Card Access Module
- (1) Install New Card Reader
- (1) Connect Existing Rim Mounted Strike

Total Installed Price \$915.00

Door 5-Gym Exterior Door

- (1) Install Card Access Module
- (1) Install New Keypad/Proximity Reader
- (1) Install New Electrified Hardware for Panic Bar
- (1) Remove Existing Magnetic Lock

Total Installed Price \$2,150.00

Door 6- Interior Hallway Double Doors

- (1) Install Card Access Module
- (1) Install New Card Reader
- (1) Connect Existing Magnetic Locks

Total Installed Price \$915.00

Door 7- Clerk Office Door

- (1) Install Card Access Module
- (1) Install Card Reader
- (1) Install Electric Door Strike
- (1) Install wiring and card access hardware

Total Installed Price \$2,120.00

Note-

Each additional door added is an additional \$4.00/month for advanced door reporting.

Access Credentials-

1- 50 pack proximity cards \$305.00

1-50 pack proximity fobs \$690.00



**Terms:**

If Buyer acceptance of this proposal is by facsimile, emailed or scanned copy it shall be deemed as original by both parties. Security & Fire Partners, Inc. and Buyer acknowledge that copies of documents are acceptable and that the copy is a true copy of the original.

This proposal requires 40% payment is due upon acceptance. Progress payments are due upon invoice and the balance is due in full upon completion of attached work. A three-year monitoring agreement is required for the pricing listed above. A service charge of 1.5% will be charged on all past due balances over 30 days with a minimum rebilling charge of \$5.00.

Proposal must be accepted within 30-days or there may be a price increase due to operating costs. If this bid is acceptable, please sign, initial any changes and email, fax, or mail one copy to our office. All changes or additions will be charged extra.

Cancellation of monitoring service- The equipment purchased in this proposal is discounted from the retail price due to monitoring services in the "Monitoring Agreement" accepted at the time purchase and installation. Security & Fire Partners, Inc. will not reprogram or release the equipment programming information or codes until payment is received through the term of the subscribers monitoring agreement.

Verbal agreements not binding – all additional work and agreements must be shown in writing. All orders accepted by us with the understanding that we are not to be held liable for causes beyond our control.

Thank you for the opportunity to provide this proposal. Please call us to go over Any questions you may have. We look forward to working with you on this project soon. Safe and sound,

*Jared Helde*

ACCEPTANCE

I have read the above and accept the terms and conditions of this contract.

Accepted by \_\_\_\_\_

Date \_\_\_\_\_



March 20, 2024

City of Emily  
C/O Cari Johnson  
39811 State Hwy 6  
Emily, MN 56447  
218-763-2480  
[clerk@emily.net](mailto:clerk@emily.net)

Project- Cellular/Network Communicator

(1) Install Fire alarm network/cellular communication to existing control panel  
Total \$685.00

**Commercial Monitoring Service-** with test communication is provided at \$45.99 per month. No Phone line is required for our Fire Controller. Customer may cancel phone lines to building.





Terms:

If Buyer acceptance of this proposal is by facsimile, emailed or scanned copy it shall be deemed as original by both parties. Security & Fire Partners, Inc. and Buyer acknowledge that copies of documents are acceptable and that the copy is a true copy of the original.

This proposal requires 40% payment is due upon acceptance. Progress payments are due upon invoice and the balance is due in full upon completion of attached work. A three-year monitoring agreement is required for the pricing listed above. A service charge of 1.5% will be charged on all past due balances over 30 days with a minimum rebilling charge of \$5.00.

Proposal must be accepted within 30-days or there may be a price increase due to operating costs. If this bid is acceptable, please sign, initial any changes and email, fax or mail one copy to our office. All changes or additions will be charged extra.

Cancellation of monitoring service- The equipment purchased in this proposal is discounted from the retail price due to monitoring services in the "Monitoring Agreement" accepted at the time purchase and installation. Security & Fire Partners, Inc. will not reprogram or release the equipment programming information or codes until payment is received through the term of the subscriber's monitoring agreement.

Verbal agreements not binding – all additional work and agreements must be shown in writing. All orders accepted by us with the understanding that we are not to be held liable for causes beyond our control.

Thank you for the opportunity to provide this proposal. Please call us to go over Any questions you may have. We look forward to working with you on this project soon.

Safe and sound,

*Jared Heldt*

I have read the above and accept the terms and conditions of this contract.

Accepted By \_\_\_\_\_

## Services Agreement

Contractor  
Security & Fire Partners, Inc.  
1003 Wright Street  
Brainerd, MN 56401

Customer  
City of Emily  
39811 State Highway 6  
Emily, MN 56447

NFPA requires that fire alarms, portable extinguishers, emergency lighting, automatic sprinkler systems, and hood extinguishing systems be tested on an annual basis to ensure all equipment is working properly. Testing is necessary for many reasons, including increasing system longevity and reliability. Good planning, execution, and documentation will help ensure that your systems remain reliable for years.

### Fire Alarm

- Inspect and test all controls
- Inspect and test all manual stations, smoke detectors, heat detectors and alarm initiating devices
- Inspect and test all horns, strobes, bells, and other alarm indicating devices.
- Inspect and test all door holders and relays.
- Test all remote connections – fire department, city connection, or central station.
- Inspect and test all applicable sprinkler, flow, and supervisory alarm device connections to controls.
- Perform any tests recommended by manufacturer.
- Test, Clean, adjust, repair, and replace all components as necessary to keep the system in reliable condition and proper working order.

Annual inspection and testing will be done per NFPA, National Electrical Code, and manufacturer recommendations as well as full documentation and reporting. Testing documentation will be submitted to the owner.

The term of this agreement is three years from the date of commencement and from year to year thereafter. At the end of the third year or any year thereafter the Agreement may be terminated by either party by 30 days written notice. After one year from the date of this Agreement, Contractor may adjust the charge, and the customer may terminate the agreement by giving Contractor 30 day's written notice within 30 days after receipt of notice of such adjustment.

This agreement does not include the cost of any replacement parts or needed repairs found while inspecting. This agreement is only for the annual inspection. All additional repairs or replacements will be at extra costs. All services and performances in this agreement will be provided by certified and licensed contractors.

Customer agrees to pay the Contractor \$312.00 plus applicable taxes per inspection payable upon completion.

### Acceptance

Written By Jared Heldt  
Security & Fire Partners, Inc.  
*Jared Heldt*

CUSTOMER ACCEPTANCE

By \_\_\_\_\_

Date \_\_\_\_\_

**clerk@emily.net**

---

**From:** Jared Heldt <jheldt@midwestsecurityandfire.com>  
**ant:** Friday, March 22, 2024 1:01 PM  
**To:** clerk@emily.net  
**Cc:** Harry Brodmarkle  
**Subject:** Security/Access and Fire Proposals  
**Attachments:** City of Emily Fire Service Agreement.pdf; City of Emily Security and Card Access System.pdf; City of Emily Fire Communicator .pdf

Cari,

It was great to meet with you the other day. I also want to thank you for the opportunity to propose this project. We greatly appreciate it. I have prepared proposals based on our walkthrough. The security/access system we are proposing is a great system. Our customers love the ease of use, our virtual keypad application and the reliability of the system. I know it would be a great system for the City of Emily. I also attached a proposal for the annual fire inspection and a proposal to install a new communicator for the fire system. Please let me know if you have any questions. Look forward to hearing from you.

--  
**Thank You**  
**Jared Heldt**

**Have a Great Day!**



**1003 Wright Street Brainerd, MN 56401**  
**Office:218-825-8844**



39811 State Highway 6  
PO Box 68  
Emily, MN 56447  
218-763-2480  
clerk@emily.net

## RESOLUTION 23-52

### 2023 BUDGETED YEAR END TRANSFERS

WHEREAS at the end of the year unused budgeted funds for a planned purchase or project may be transferred from the 100 General Fund to a different accounting fund to save for the corresponding planned purchase or project.

WHEREAS the Emily Police Department was deactivated in 2023 and the funds remaining for the department in the 2023 Budget that may be transferred from the 100 General Fund to a different accounting fund to save for planned purchases or projects.

BE IT FURTHER RESOLVED the Council of the City of Emily, County of Crow Wing, Minnesota, approves the following 2023 Budgeted Year End transfers be made from the 100 General Fund to the following funds:


201	Maintenance - $\frac{3}{4}$ to 1 Ton Pickup Truck	\$ 17,320.21
225	Fire – Turnout Gear, Radios, Pagers	\$ 18,750.00
226	1 <sup>st</sup> Responder - Radios, Pagers, AEDs	\$ 12,600.00


2023 Police Department Budget:

406	City Hall access/security system upgrade	\$ 30,000.00
228	Emily Sheriff's Office – paint/carpet/furniture	\$ 10,000.00
201	Maintenance – $\frac{3}{4}$ to 1 Ton Pickup Truck	\$ 22,679.79
201	Roosevelt Drive Bridge	\$ 35,320.21

**TOTAL 2023 YEAR END TRANSFERS**                      **\$146,670.21**

Adopted by the Emily City Council on December 21, 2023.

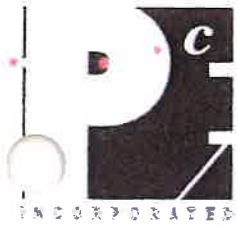
  
\_\_\_\_\_  
Tracy Jones  
Mayor

Attest:   
Cari Johnson, MCMC  
City Clerk/Treasurer

As on 3/31/2024

Fund	Beginning Balance	Receipts	Sale of Investments	Transfers In	Disbursements	Purchase of Investments	Transfers Out	Ending Balance	Investment Balance	Total Balance
General Fund	677,672.47	78,747.15	1,026.97	0.00	214,306.05	2,944.16	0.00	540,196.38	120,051.43	660,247.81
Road and Bridge	106,569.71	40.60	0.00	0.00	3,840.00	0.00	0.00	102,770.31	0.00	102,770.31
Small Cities Revolving Loan Fund	15,705.14	1,930.24	0.00	0.00	0.00	0.00	0.00	17,635.38	0.00	17,635.38
Small Cities Housing Rehabilitation Fund	4.41	0.00	0.00	0.00	0.00	0.00	0.00	4.41	0.00	4.41
American Rescue Plan Fund	45,963.75	18.02	0.00	0.00	0.00	0.00	0.00	45,981.77	0.00	45,981.77
Library	1,581.22	0.56	0.00	0.00	0.00	0.00	0.00	1,581.78	0.00	1,581.78
Firemens equip fund 225	86,287.79	5,034.58	0.00	0.00	2,039.62	0.00	0.00	89,282.75	0.00	89,282.75
1st Resp. equip fund 226	53,715.54	6,188.77	357.21	0.00	357.21	966.46	0.00	58,937.85	41,757.01	100,694.86
Emily Area Recycling 227	0.00	27.10	0.00	0.00	68.00	0.00	0.00	(40.90)	0.00	(40.90)
Police Fund 228	12,127.16	10,006.01	0.00	0.00	0.00	0.00	0.00	22,133.17	0.00	22,133.17
FORFEITURE FUND 229	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
General Debt Service (Identify)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Debt Service PRI 2007 302	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Debt Service GOCIP 2012 303 and 305	45,643.78	2,264.83	0.00	0.00	43,262.50	0.00	0.00	4,646.11	0.00	4,646.11
Debt Service PRI 2014 304	38,166.14	2,113.54	0.00	0.00	39,046.25	0.00	0.00	1,233.43	0.00	1,233.43
Debt Service PRI 2004 305	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Debt Service PRI 2005 306	0.00	246.08	0.00	0.00	0.00	0.00	0.00	246.08	0.00	246.08
Park Acquisition and Development (Optional) CITY HALL CD 406	48,394.15	1,710.15	625.11	0.00	625.11	1,691.29	0.00	48,413.01	73,074.79	121,487.80
CEMETERY CD 407	30,003.82	11.69	0.00	0.00	0.00	0.00	0.00	30,015.51	0.00	30,015.51
SMALL CITIES CD 408	1,326.47	846.07	312.55	0.00	312.55	845.64	0.00	1,326.90	36,537.38	37,864.28
POLICE DEPART. 409	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SEWER EQUIP. 410	3,313.16	605.31	223.26	0.00	223.26	604.03	0.00	3,314.44	26,098.12	29,412.56
EDA CD 412	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
REHAB. PROJ. CD 413	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CAP. PROJ. FIRE CD 414	10,076.19	4.08	0.00	0.00	0.00	0.00	0.00	10,080.27	0.00	10,080.27
CAP PROJ. RD CD 415	5,015.54	1.97	0.00	0.00	0.00	0.00	0.00	5,017.51	0.00	5,017.51
FUT. CITY DEV. CD 416	18,601.28	1,215.39	446.51	0.00	446.51	1,208.07	0.00	18,608.60	52,196.28	70,804.88
	(2,204.61)	845.63	312.54	0.00	312.54	845.63	0.00	(2,204.61)	36,537.38	34,332.77

Fund	Beginning Balance	Receipts	Sale of Investments	Transfers In	Disbursements	Purchase of Investments	Transfers Out	Ending Balance	Investment Balance	Total Balance
SHOP BLDG CD 417	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sewage Collection and Disposal SEWER 617	102,531.58	20,560.79	89.30	0.00	85,713.07	241.61	0.00	37,226.99	10,439.26	47,666.25
Small Cities Grant 801	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Donor pass thru 851	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total :</b>	<b>1,300,494.69</b>	<b>132,418.56</b>	<b>3,393.45</b>	<b>0.00</b>	<b>390,552.67</b>	<b>9,346.89</b>	<b>0.00</b>	<b>1,036,407.14</b>	<b>396,691.65</b>	<b>1,433,098.79</b>



1968 BERKELEY AVENUE  
SAINT PAUL  
MINNESOTA 55105  
CELL: 651-470-8753  
bdobiepec@icloud.com

RECEIVED  
MAR 20 2024  
BY: .....

PROFESSIONAL ENGINEERING CONSULTANTS  
INCORPORATED

March 20, 2024

Sue Fahrendorff  
Zoning Clerk  
City of Emily  
[zoning@emily.net](mailto:zoning@emily.net)

Dear Ms. Fahrendorff:

Thank you for your request for a proposal to examine the wall at your City Hall for your proposed construction activity in the near future. Our firm has performed similar observations over the last approximately 60 years throughout the country. We will meet with one of your personnel at your City Hall to do this work and to provide you with a report. We ask that your personnel have a ladder at the site with which we will gain access to examine the wall for you. Typically we can then give you a written report within 5 working days.

Our charges to you would not exceed \$450.00. These charges would include our time and mileage from our northern office located at 39679 County Road 66 near County Road 1 in Manhattan Beach to and from your site plus our time at the site and follow-up reporting at \$150.00/hr. We ask that you reimburse us within 30 days of receipt of invoice at the time of our reporting. You can call to arrange the inspection time at any time in the near future. It is our hope that we can be of service to you. Our office phone number is 651-470-8753. We can be reached day or night at this cell phone number for questions or scheduling. Thank you.

Respectfully,  
Professional Engineering Consultants, Inc.

Brian R. Dobie, P.E.  
President  
MN # 9798

**I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Registered Professional Engineer under the laws of the State of Minnesota.**

Brian R. Dobie, P.E. Brian R. Dobie

Date 3 - 20 - 24 Reg. No. 9798





**CITY OF EMILY  
COUNTY OF CROW WING  
STATE OF MINNESOTA**

**RESOLUTION NO. 24-18**

**RESOLUTION ACCEPTING FEASIBILITY REPORT**

WHEREAS, pursuant to resolution of the Emily City Council adopted November 14, 2023 a report has been prepared by SEH Incorporated with reference to proposed improvement called 2024 Road Improvements, the improvement of Anna Drive from Highway 6 to Blue Lane East, Bemis Court from Whitetail Drive to its terminus, Birchwood Drive from Highway 1 to its terminus, Blue Lake Road from Highway 6 to the bridge at Crooked Creek, Blue Lane East from 435.1 feet west of Blue Lane West to 738.4 feet east of Anna Drive, Blue Lane West from Blue Lane East to its terminus, Clearwater Drive from Highway 6 to its terminus, Dahler Avenue from Highway 6 to Trout Avenue, East Emily Drive from South Shore Drive to its terminus, Eladron Drive from Blue Lake Road to its terminus, Evergreen Drive from County Road 1 to Highway 6, Faye Court from Blue Lane East to Anna Drive, Lake Street from 2<sup>nd</sup> Street to 3<sup>rd</sup> Street, Levitt Avenue from Oak Street to Highway 6, Little Pine River Road from Whitetail Drive to its terminus, Mill Road from Highway 6 to its terminus, North Shore Drive from 697 feet west of Mary Lake Road to its terminus, Old Highway 6 from Highway 6 to Highway 6, Par West Drive from County Road 1 to its terminus, Park Lane from 2<sup>nd</sup> Street to County Road 1, Pinewood Drive from South Bay Drive to Pinewood Lane, Poplar Drive from Highway 6 to its terminus, Robinson Street from County Road 6 to its terminus, South Bay Drive from Highway 6 to Highway 6, South Shore Drive from Whitetail Drive to its terminus, Sandhill Drive from County Road 1 to its terminus, Shadow Point from County Road 1 to its terminus, West Trout Avenue from County Road 1 to its terminus, White Tail Drive from County Road 1 to South Shore Drive, Wood Lake Boulevard from County Road 136 to its terminus, Yellow Birch Lane from County Road 1 to its terminus by applying various surfacing and rehabilitation methods to extend pavement life and improve ride quality, and this report was received by the Council on December 13, 2023, and

WHEREAS, the report provides information regarding whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

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

1. The Emily City Council will consider the improvement of such streets in accordance with the report and the assessment of abutting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of the improvement of \$4,525,218.19.
2. The Emily City Council accepts the feasibility report prepared by the City Engineer.

Adopted by the Emily City Council this 9th day of April, 2023.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

Feasibility Report

# 2024 Road Improvements

Emily, Minnesota

---

EMILY 171857 | December 13, 2023



Building a Better World  
for All of Us<sup>®</sup>

Engineers | Architects | Planners | Scientists



Building a Better World  
for All of Us™

December 13, 2023

RE: 2024 Road Improvements  
Feasibility Report  
Emily, Minnesota  
SEH No. EMILY 171857 4.00

Honorable Mayor and City Council Members  
c/o Cari Johnson, City Clerk  
City of Emily  
PO Box 68  
Emily, MN 56447

Dear Mayor and Members of the City Council:

Short Elliott Hendrickson Inc. (SEH®) is pleased to present this Feasibility Report for the project referenced above. It illustrates the proposed improvements, opinions of probable cost, and preliminary assessments.

Please contact me with any questions or concerns.

Sincerely,

A handwritten signature in black ink that reads "Alex Voit".

Alex Voit, PE  
Project Manager  
(Lic. MN)

mrB

x:\ae\emily\171857\4-prelim-dsgn-rpts\feasibility report\feasibility report - 2023.12.13.docx

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 416 South 6th Street, Suite 101, Brainerd, MN 56401-3540

218.855.1700 | 866.852.8880 | 888.908.8166 fax | [sehinc.com](http://sehinc.com)

SEH is 100% employee-owned | Affirmative Action—Equal Opportunity Employer

# Feasibility Report

2024 Road Improvements  
Emily, Minnesota

SEH No. EMILY 171857

December 13, 2023

I hereby certify that this report was prepared by me or under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.



Alex Voit, PE

Date: December 13, 2023

License No.: 54203

Reviewed By: Neil Heinonen, PE

Date: December 13, 2023

Short Elliott Hendrickson Inc.  
416 South 6th Street, Suite 101  
Brainerd, MN 56401-3540  
218.855.1700





Building a Better World  
for All of Us<sup>®</sup>

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Letter of Transmittal  
Certification Page  
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Assessment Map

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Appendix A	Preliminary Assessment Worksheet
Appendix B	PASER Manual

# Feasibility Report

## 2024 Road Improvements

Prepared for City of Emily, Minnesota

### 1 Introduction

As authorized by the City Council, this Feasibility Report was prepared for improvements to approximately 24 miles of paved City streets as shown in Figure 1. All paved City streets were evaluated in the field and rated using the PASER method, which gives a rating between 1 and 10. Three treatments were considered to rehabilitate the roads and assigned based on the relative condition of each road segment. Some roads received a rating that indicates the roads do not need treatment at this time.

This report contains an opinion of probable costs and design recommendations for street improvements. The report has been developed based on previous reports, field observations and discussions with City staff and Council.

### 2 Existing Conditions

Existing roads were generally paved in the last 20 years. Roads vary in width between 20 feet and 24 feet. The roads studied ranked between 3 and 8 using the PASER method. See Road Treatments figures for ratings for individual road. Appendix B contains the PASER Manual for reference on the ranking criteria used. Road rankings were used to determine treatment type.

### 3 Proposed Improvements

Based on ratings, treatment types were assigned to every road. Three treatment types were considered, and Full depth Reclamation, Mill and Overlay and Overlay.

Full Depth Reclamation, where the pavement and underlying aggregate base will be ground up, shaped and repaved was applied where roads were rated 4 and below.

Mill and Overlay was the treatment selected when roads were rated at a 5, where one inch of the existing pavement surface is ground off and 2 inches are paved back on top.

A Thinner Overlay, where a one inch layer of pavement is added directly on top of the existing pavement is planned where roads were rated a 7 or 6.

All treatments are intended to address existing deficiencies and extend pavement life.

## 4 Opinion of Probable Cost

An estimate probable project costs are summarized in the table below.

Table 1 – Cost Breakdown

Treatment	Miles	Cost per Square Yard	Total Cost
Overlay	9.68	\$11.80	\$1,611,418.49
Mill and Overlay	9.6	\$17.70	\$2,271,819.39
Full Depth Reclamation	2.26	\$29.50	\$641,980.31
			<b>\$4,525,218.19</b>

## 5 Financial Considerations

Past practice for street projects has been to assess a portion of improvements to abutting properties. Previous paving projects have assessed approximately one half of the estimated project cost to benefiting properties. This project is rehabilitating existing pavements so a lower assessment rate may be appropriate. After discussions with City Staff one third of project costs was used as an assessment rate.

Previous practice is to split the assessment between a per lot rate and a per front footage rate. This project used the same methodology, weighing the assessments to account for approximately 75% of the rate to be determined on a "per lot" basis and approximately 25% determined on a "front footage" basis. Other sources of funds will be utilized to cover the remaining portion of the costs, with the City to determine the appropriate financing for these costs. The City must ultimately decide the method of financing.

The table below summarizes the Assessment costs and rates.

Table 2 – Assessment Costs and Rates

Other Fund Sources	Total Cost Assessed	Assessed to Footage	Estimated Footage	Cost Per Foot	Assessed to Lots	Estimated Lots	Cost Per Lot
\$3,031,525.81	\$1,493,692.38	\$373,698.33	211,129	\$1.77	\$1,119,994.05	885	\$1,265.53

These figures are estimates, final assessment rates and amounts would be determined at the completion of the project. Assessment Figures at the end of this report show the parcels to be assessed. A detailed breakdown of the preliminary assessments is included in the Appendix.

## 6 Feasibility and Recommendations

The project, as presented in this Report, is both cost effective and feasible from an engineering standpoint. The estimated project costs are presented to assist the City in deciding the feasibility of the project from a monetary standpoint. The improvements are necessary to replace deteriorating streets in the area.

Based on information presented in this report, we make the following recommendations:

1. Review estimated costs for financial planning.
2. Update estimated costs, if necessary.
3. Schedule and hold public hearings and begin the formal process required for special assessments.
4. Complete plans and specifications for selected improvements.
5. Construct street improvements as recommended herein.



# Figures

Road Treatments  
Assessment Map





1	2	3
4	5	

### 2024 Road Improvements Road Treatments Figures City of Emily, Minnesota

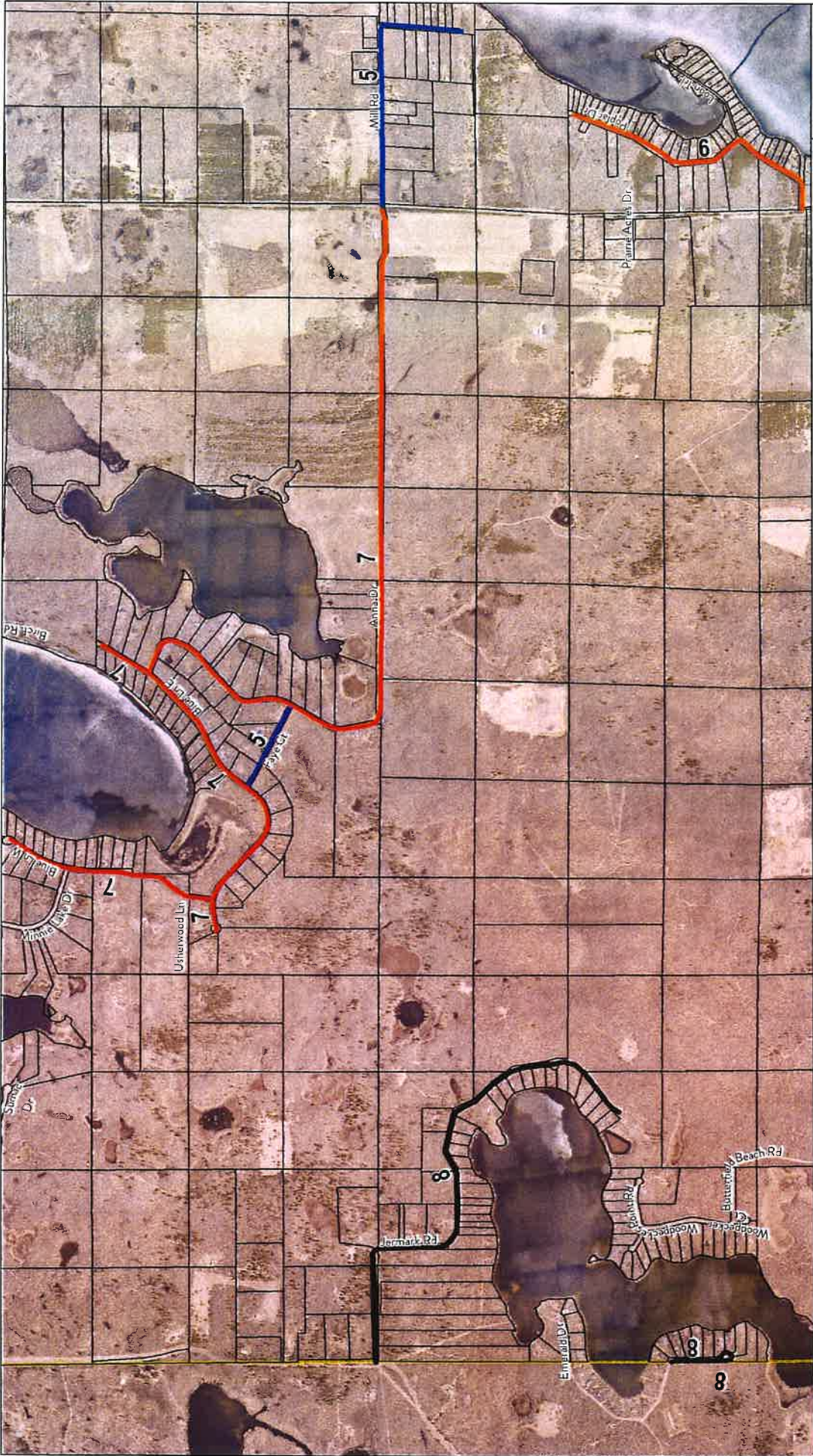
- Overlay
- Mill and Overlay
- Full Depth Reclamation
- No Treatment
- X Road Rating

Project: EMILY 171457  
 Print Date: 10/9/2023  
 User Name: jshelton@emilymn.gov  
 Source: City of Emily, MN, GIS



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1	2	3
4	5	

Page 2 of 5

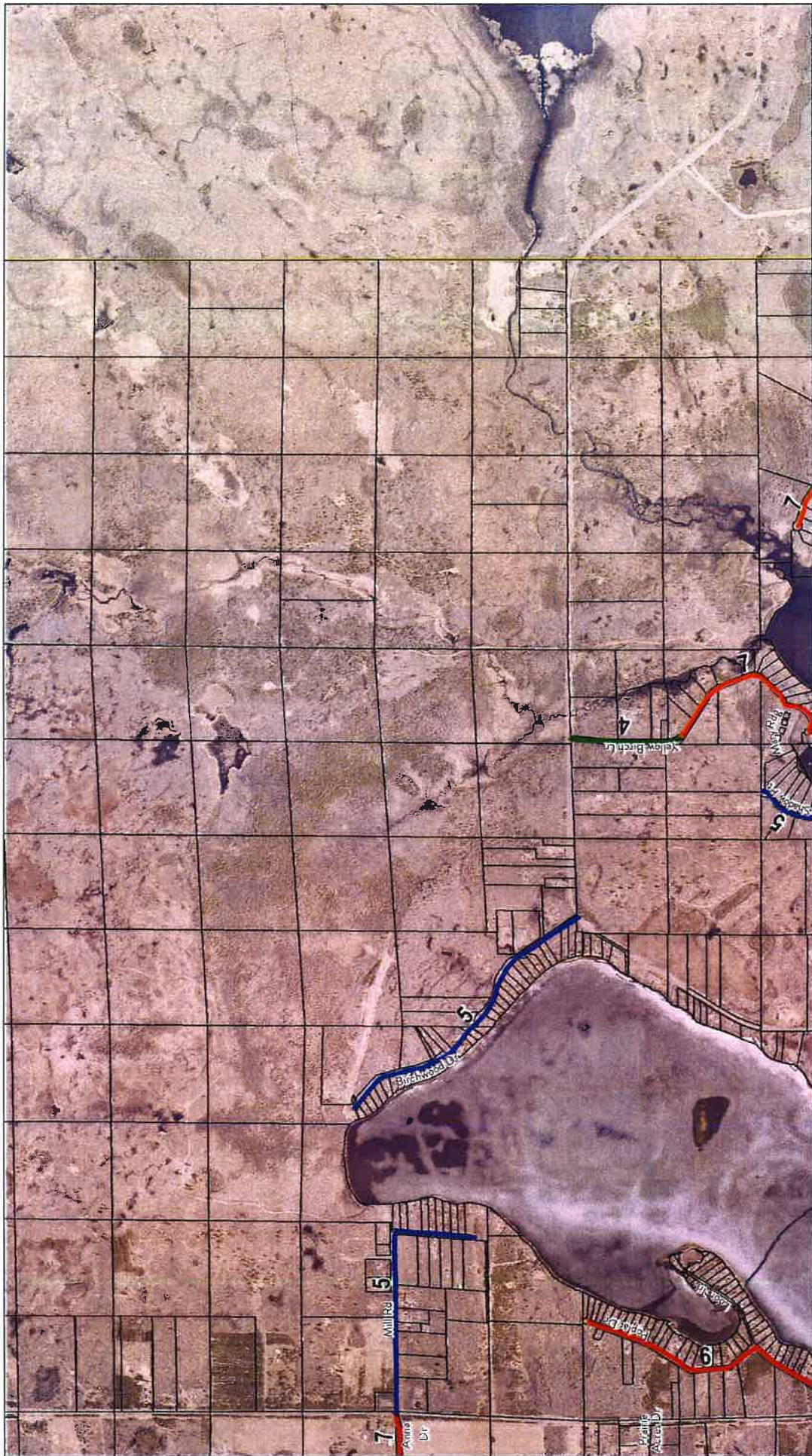
### 2024 Road Improvements Road Treatments Figures City of Emily, Minnesota

- Overlay
- Mill and Overlay
- Full Depth Reclamation
- No Treatment
- X Road Rating

Project: EMILY 171857  
Print Date: 10/9/2023  
Scale: 1 inch = 1,250 feet  
North Arrow

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Project: EMILY 171597  
 Print Date: 10/02/23  
 Drawn By: [Name]  
 Checked By: [Name]  
 Design: [Name]  
 Review: [Name]

- Overlay
- Mill and Overlay
- Full Depth Reclamation
- No Treatment
- X Road Rating

### 2024 Road Improvements

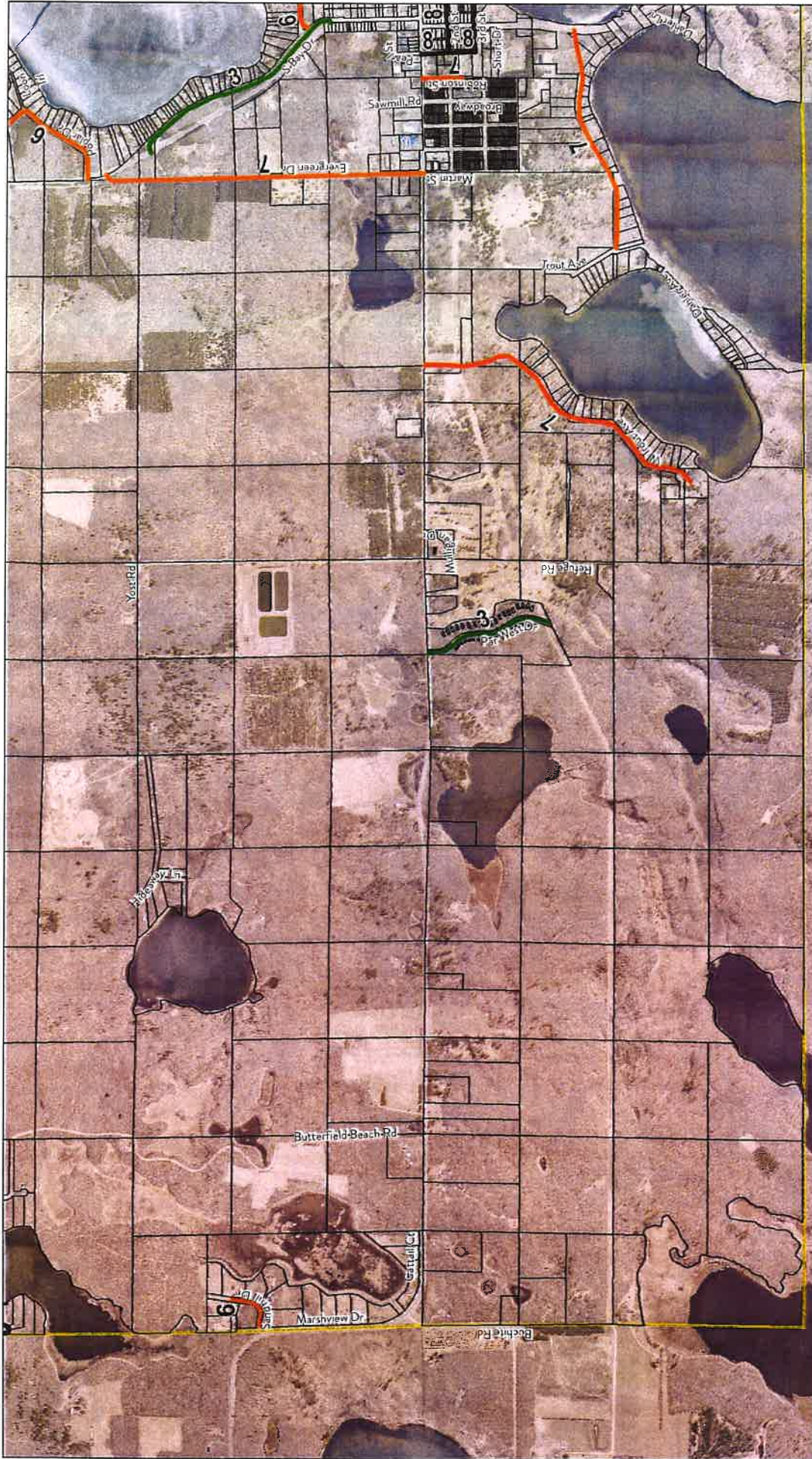
#### Road Treatments Figures

City of Emily, Minnesota

1	3
2	4
5	6

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1	2	3
4	5	

Page 4 of 5

### 2024 Road Improvements Road Treatments Figures City of Emily, Minnesota

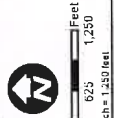
- Overlay
- Mill and Overlay
- Full Depth Reclamation
- No Treatment
- X Road Raising

Project: EMILY 171857  
 Print Date: 10/06/2023  
 Project Location: 1000  
 Project Name: 2024 Road Treatments Figures - English  
 Project Number: 171857



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Project: EMILY 171857  
 Print Date: 10/9/2023  
 Map Title: 2024 Road Improvement  
 Projection: North Carolina State Plane - NAD 83  
 Scale: Graphic Scale: 1 inch = 1,250 feet

- Mill and Overlay
- Full Depth Reclamation
- No Treatment
- X Road Raising

### 2024 Road Improvements Road Treatments Figures City of Emily, Minnesota

1	2	3
4	5	

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### 2024 Road Improvements Assessment Figures City of Emily, Minnesota

Project: EMILY 171857  
Print Date: 12/11/2023  
David Lamm, Interim Mayor  
Shane C. Ward, Mayor, Elected 2014



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**2024 Road Improvements**  
 Assessment Figures  
 City of Emily, Minnesota

Project: EMILY 171857  
 Print Date: 12/11/2023  
 User Name: minkemurphy  
 Source: City of Emily, Minnesota  
 Source: City of Emily, Minnesota  
 Source: City of Emily, Minnesota

- For each improvement type, select:
- Color: Yellow
- Stroke: Blue
- TOID: Road
- Style: Solid
- Full Depth Reconstruction
- Resurfacing

Scale: 1:3,800  
 0 150 300 Feet



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### 2024 Road Improvements Assessment Figures City of Emily, Minnesota

- New Streetlights
- New Streetlights
- Streetlights
- Streetlights
- Streetlights
- Streetlights
- Streetlights

Project EMILY 171857  
Print Date: 12/11/2023  
User: [Name]  
City of Emily, Minnesota



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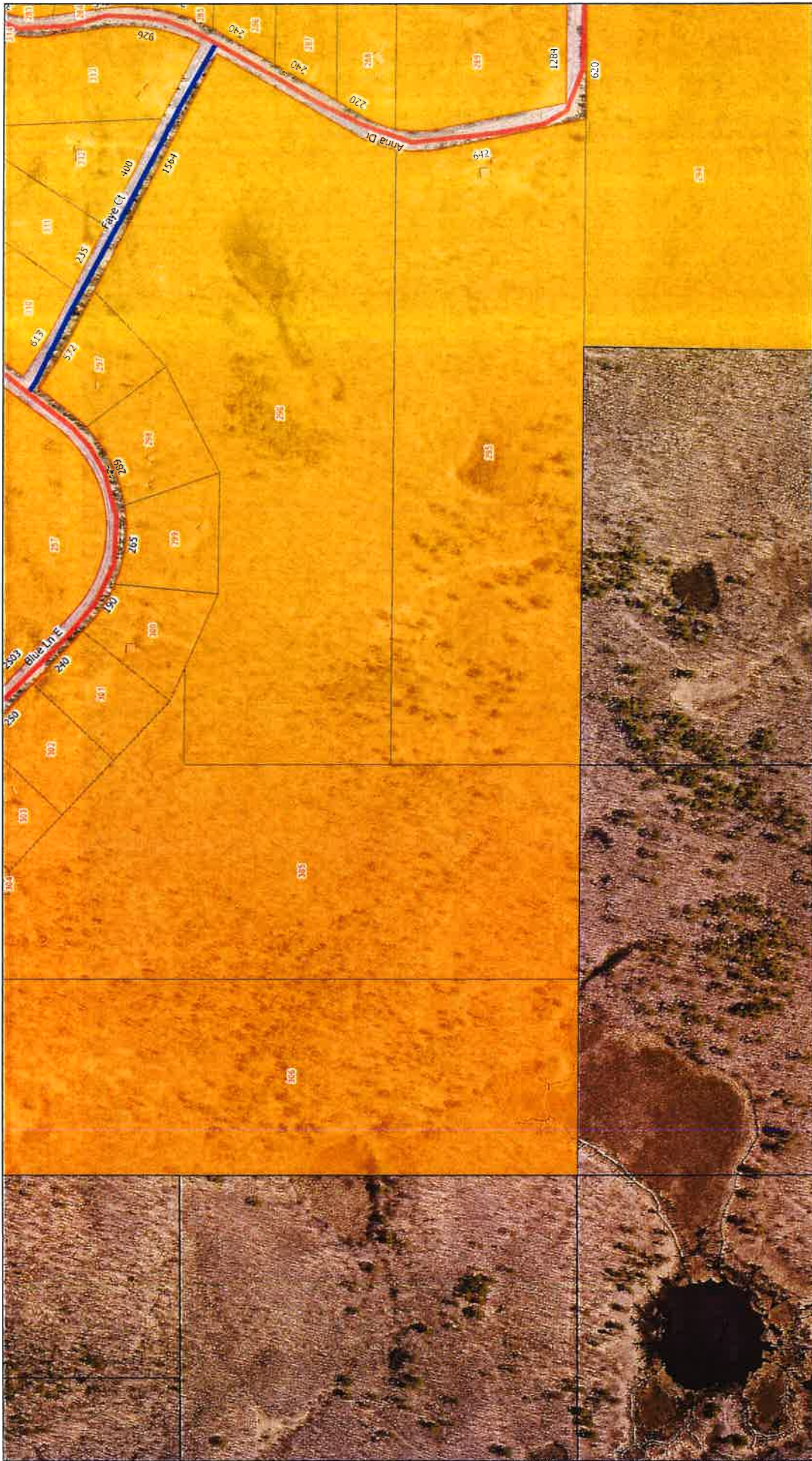


Project: EMILY 171857  
 Print Date: 12/11/2023  
 User: [Name]  
 Project: [Name]  
 Location: [Name]  
 Scale: [Name]



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Project: EMILY 171657  
 Firm Date: 12/11/2023  
 City of Emily, Minnesota  
 Brown County, Minnesota

- Legend:
- Orange: Private Properties (66' Street)
  - Yellow: City Right-of-Way
  - Blue: Road
  - Green: Treatment
  - Red: 18" and Greater
  - Blue: 12" and Greater
  - Black: 6" and Greater
  - White: No Treatment

## 2024 Road Improvements

### Assessment Figures

City of Emily, Minnesota



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1. Road Right-of-Way (R/W)  
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 200. City Limits

Project: EMILY 171857  
 Print Date: 12/11/2023  
 User: D:\emily\171857\171857.dwg  
 Scale: 1/8" = 1'-0"  
 Author: Steve Wang  
 Date: 12/11/2023



## 2024 Road Improvements

### Assessment Figures

City of Emily, Minnesota



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### 2024 Road Improvements Assessment Figures City of Emily, Minnesota

- Streets Abandoned by City Street
- Utility
- Treatment
- Sewer
- Hill and Overlay
- Hill Slope Redirection
- No Treatment

Project EMILY 171857  
Print Date 12/11/2023  
City of Emily, Minnesota  
Project Area: City of Emily, Minnesota  
Scale: 1:1000  
City of Emily, Minnesota  
City of Emily, Minnesota



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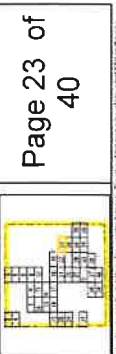












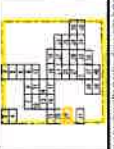
### 2024 Road Improvements Assessment Figures City of Emily, Minnesota

Project: EMILY 171857  
Print Date: 12/11/2023  
User Name: jacob@emilymn.gov  
Scale: 1:10000  
Zone: NAD 83 / NAD 83 / Zone 14N  
Datum: NAD 83  
Units: Feet  
Color: Red  
Line Style: Solid  
Line Width: 2  
Symbol: None

SEH

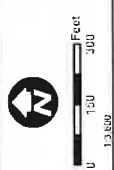
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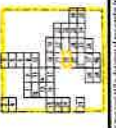
### 2024 Road Improvements Assessment Figures City of Emily, Minnesota

Project: EMILY 171857  
 Print Date: 12/11/2023  
 User: JAMES WILSON  
 Project: Green Valley - 2024 - 2025 - 2026 - 2027 - 2028 - 2029 - 2030  
 Green Valley - 2024 - 2025 - 2026 - 2027 - 2028 - 2029 - 2030



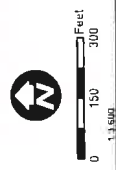
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**2024 Road Improvements**  
 Assessment Figures  
 City of Emily, Minnesota

Project: EMILY 171857  
 Print Date: 12/11/2023  
 User Name: tuckan@emilymn.gov  
 Service: City of Emily  
 Date: 12/11/2023



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**2024 Road Improvements**  
 Assessment Figures  
 City of Emily, Minnesota

Project: EMILY 171857  
 Print Date: 12/11/2023  
 City of Emily, Minnesota  
 Planning, Construction, and Public Works  
 20000 1st Avenue, Emily, MN 55420



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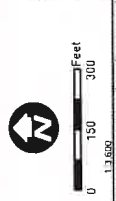




**2024 Road Improvements**  
**Assessment Figures**  
 City of Emily, Minnesota

Project: EMILY 171857  
 Print Date: 12/11/2023  
 Drawn by: [Name]  
 Checked by: [Name]  
 Scale: [Scale]

SEH  
 Soils Engineering & Hydrology  
 10000 Highway 100  
 Minneapolis, MN 55426  
 Phone: 612-833-8800  
 Fax: 612-833-8801  
 Email: info@seh.com



SEH  
 Soils Engineering & Hydrology

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Project: EMILY 171857  
 Print Date: 12/11/2023  
 Map Name: unimproved.mxd  
 Source: County, unimproved.mxd  
 Source: County, unimproved.mxd  
 Source: County, unimproved.mxd  
 Source: County, unimproved.mxd

Parcel Area by City Street  
 - Yellow: City Limits  
 - Orange: Outside City Limits  
 - Red: Outside City Limits

Road Type  
 - Blue: All Road Overlay  
 - Green: All Depth Redaction  
 - Black: No Technical

SEH  
 Survey Engineering & Hydrology  
 131850  
 0 150 300 Feet

2024 Road Improvement Assessment Figures  
 City of Emily, Minnesota

Page 33 of 40



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### 2024 Road Improvements Assessment Figures City of Emily, Minnesota

Project: Emily 171827  
 Print Date: 12/11/2023  
 User Name: jacob@emcity.com  
 Project Location: 171827 Emily, MN 55320  
 Project Manager: Jacob Johnson

Project: Emily 171827  
 Print Date: 12/11/2023  
 User Name: jacob@emcity.com  
 Project Location: 171827 Emily, MN 55320  
 Project Manager: Jacob Johnson



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### 2024 Road Improvements Assessment Figures City of Emily, Minnesota

Non-Asphalted Area  
 Asphalt  
 Sidewalk  
 Treatment  
 Full Depth Reconstruction  
 No Treatment

Project: EMILY 171857  
 Print Date: 12/11/2023  
 Civil Date: 12/11/2023  
 Survey: 12/11/2023  
 Survey: 12/11/2023



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**2024 Road Improvements**  
**Assessment Figures**  
 City of Emily, Minnesota

■ Yellow: Existing  
 ■ Blue: Treatment  
 ■ Red: Full and Driller  
 ■ Green: Full depth reconstruction  
 ■ Black: No Treatment

Project: EMILY 171857  
 Print Date: 12/11/2023  
 User: Mike  
 Project: City of Emily - South Coon Lake - South  
 Source: City of Emily, Emily 25th



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# Appendix A

Preliminary Assessment Worksheet



PRELIMINARY SPECIAL ASSESSMENT WORKSHEET

2024 ROAD IMPROVEMENTS  
EMILY, MINNESOTA  
SEH No. EMILY 171857

PRELIMINARY SPECIAL ASSESSMENT RATES  
\$1.77 /LF  
\$1,265.53 /LOT

12/7/2023

ITEM NO.	PARCEL ID NO.	PROPERTY DESCRIPTION	PROPERTY OWNER	OWNER ADDRESS	PROPERTY ADDRESS	FF ASSESSMENT LN FT	FF ASSESSMENT ASSESSMENT	LOT ASSESSMENT EACH	LOT ASSESSMENT ASSESSMENT	TOTAL PRELIMINARY ASSESSMENT
1	21060592	LOT 4 EXCEPT UND 5/6 INT IN MINERALS	RIDENOUR WOOD LAKE LODGE 2 INC	5870 ESSEX DR PITTSBORO IN 46167	EMILY 56447	95	\$168.15	1	\$1,265.53	\$1,433.69
2	21060591	LOT 5	LIEZAU, MARK J & LINDA L FAMILY TRUST	17818 WOOD LAKE FIFTY LAKES MN 56448	EMILY 56447	225	\$398.25	1	\$1,265.53	\$1,663.78
3	21060590	LOT 6	LIEZAU, MARK J & LINDA L FAMILY TRUST	17818 WOOD LAKE FIFTY LAKES MN 56448	EMILY 56447	125	\$221.25	1	\$1,265.53	\$1,486.78
4	21060589	LOT 7	BRÄUER, MARTIN JAMES	33113 VENEZIA VIEW LEANDER TX 78641	EMILY 56447	145	\$256.65	1	\$1,265.53	\$1,522.18
5	21060587	LOT 8	BRÄUER, MARTIN JAMES	33113 VENEZIA VIEW LEANDER TX 78641	EMILY 56447	113	\$200.01	1	\$1,265.53	\$1,465.54
6	21060586	LOT 9, EXCEPT UND 5/6 INT IN MINERALS	BIRCHWOOD CABIN LLC	610 PARKVIEW CT NORTH MANKATO MN 56003	FIFTY LAKES 56448	65	\$115.05	1	\$1,265.53	\$1,380.58
7	21060585	LOT 10	KINNEY, MERRILEE M	8621 NORWAY ST NW COON RAPIDS MN 55433	EMILY 56447	272	\$491.44	1	\$1,265.53	\$1,746.97
8	21060584	LOT 11	JACOBSEN, MARIETTA J	5530 MAPLE HEIGHTS RD GREENWOOD MN 55331	EMILY 56447	135	\$238.95	1	\$1,265.53	\$1,504.48
9	21060583	LOT 12	JACOBSEN, MARIETTA J	5530 MAPLE HEIGHTS RD GREENWOOD MN 55331	EMILY 56447	132	\$233.64	1	\$1,265.53	\$1,499.17
10	21060582	LOT 13	JACOBSEN, MARIETTA J	5530 MAPLE HEIGHTS RD GREENWOOD MN 55331	EMILY 56447	106	\$187.62	1	\$1,265.53	\$1,453.15
11	21060581	LOT 14	BRIGHT, WILLIAM J & MARLYS	6015 WOOD LAKES BLVD NE FIFTY LAKES MN 56448	EMILY 56447	97	\$171.69	1	\$1,265.53	\$1,437.22
12	21060580	LOT 15	BRIGHT, WILLIAM J & MARLYS	6015 WOOD LAKES BLVD NE FIFTY LAKES MN 56448	EMILY 56447	50	\$88.50	1	\$1,265.53	\$1,354.03
13	21060579	LOT 16	BRIGHT, WILLIAM J & MARLYS	6015 WOOD LAKES BLVD NE FIFTY LAKES MN 56448	EMILY 56447	50	\$88.50	1	\$1,265.53	\$1,354.03
14	21060578	LOT 17	LENNANDER, JONW	8910 PAULTE CIR EDINA MN 55459	FIFTY LAKES 56448	50	\$88.50	1	\$1,265.53	\$1,354.03
15	21060577	LOT 18	LENNANDER, SCOTT J & JANELLE K	4201 STATE HWY 495 LOT 2ND AVE 2ND AVE 723 ALAMO, TX 76165	EMILY 56447	75	\$132.75	1	\$1,265.53	\$1,398.28
16	21060576	LOT 19	JOHNSON, ROBERT C	16012 WOOD LAKES BLVD FIFTY LAKES MN 56448	EMILY 56447	100	\$177.00	1	\$1,265.53	\$1,442.53
17	21060575	LOT 20, EXCEPT AN UND 5/6 INT IN MINERALS	KLINE, JERRY B	16012 WOOD LAKES BLVD FIFTY LAKES MN 56448	EMILY 56447	69	\$122.13	1	\$1,265.53	\$1,387.66
18	21060574	LOT 21	REINING, LIVING TRUST (THE)	C/O GORDON & CAROL REINING, 12955 TILTON TRAIL EMILY 56447	EMILY 56447	81	\$143.37	1	\$1,265.53	\$1,408.90
19	21060573	LOT 22	KUEHNEL FAMILY TRUST	18048 WOOD LAKE RD APT 764 MINNETONKA MN 55305	EMILY 56447	100	\$177.00	1	\$1,265.53	\$1,442.53
20	21060572	LOT 23	DIFUS, JAMES M	6208 PILGRIM LN MAPLE GROVE MN 55889	EMILY 56447	125	\$221.25	1	\$1,265.53	\$1,486.78
21	21060571	LOT 24 EXCEPT UND 5/6 INT IN MINERALS	JOHNSON, ALAN N & JANELLE K	765 ALEXANDER CIR CHASKA MN 55316	EMILY 56447	125	\$221.25	1	\$1,265.53	\$1,486.78
22	21060570	LOT 25 EXCEPT UND 5/6 INT IN MINERALS	JOHNSON, ALAN N & JANELLE K	765 ALEXANDER CIR CHASKA MN 55316	EMILY 56447	100	\$177.00	1	\$1,265.53	\$1,442.53
23	21060569	LOTS 26 & 27, EXCEPT AN UNDIVIDED 5/6 TH OF ALL MINERALS AND MINERAL RIGHTS	MARTEL, STEPHEN JAMES & DEBRA KAY	13923 EVELYTH CT APPLE VALLEY, MN 55124	FIFTY LAKES 56448	250	\$442.50	1	\$1,265.53	\$1,708.03
24	21060568	LOT 28	BAKER, KENDAL & JESSICA (1/2 INT)	32840 SKOGMAN LAKE RD NE CAMBRIDGE MN 55008	FIFTY LAKES 56448	100	\$177.00	1	\$1,265.53	\$1,442.53
25	21060567	LOT 29	THOMPSON, SHARON K &	839 CROSSTOWN BLVD ANOKA MN 55304	EMILY 56447	60	\$106.20	1	\$1,265.53	\$1,371.73
26	21060566	LOTS 30 & 31	CAVE, PATRICK C & JUDITH ANN	18114 WOOD LAKE BLVD FIFTY LAKES MN 56448	EMILY 56447	117	\$207.09	1	\$1,265.53	\$1,472.62
27	21060562	PART OF GOV. LOT 4 (TRACT A) DESCRIBED AS FOLLOWS, COMM AT THE NW CORNER OF LOT 2 BLOCK 1	MORIN, JUDITH A	13208 HIGHVIEW DR BURNSVILLE MN 55337	EMILY 56447	1035	\$1,831.95	1	\$1,265.53	\$3,097.48
28	210605614	LOT 2 BLOCK 1	ENGSTROM, JEFFREY W & LINDA A	420 16TH ST NW 16012 WOOD LAKES BLVD	FIFTY LAKES 56448	326	\$577.02	1	\$1,265.53	\$1,842.55
29	210605615	LOT 1 BLOCK 1	KLINE, JERRY B	4086 UPPER ROY LAKE RD NESSWA, MN 55468	FIFTY LAKES 56448	672	\$1,189.44	1	\$1,265.53	\$2,454.97
30	210605613	LOT 3 BLOCK 1	STAINER, RON AKA ROLAND	4086 UPPER ROY LAKE RD NESSWA, MN 55468	FIFTY LAKES 56448	268	\$456.65	1	\$1,265.53	\$1,722.19
31	210605613	LOT 3 BLOCK 1	STAINER, RON AKA ROLAND	4086 UPPER ROY LAKE RD NESSWA, MN 55468	FIFTY LAKES 56448	85	\$150.45	1	\$1,265.53	\$1,415.98
32	210605611	LOT 5 BLOCK 1	FRIES, STEVE W & LORLA	18075 WOOD LAKE BLVD FIFTY LAKES MN 56448	EMILY 56448	102	\$180.54	1	\$1,265.53	\$1,446.07







PRELIMINARY SPECIAL ASSESSMENT WORKSHEET

2024 ROAD IMPROVEMENTS  
EMILY, MINNESOTA  
SEH No. EMILY 171857

PRELIMINARY SPECIAL ASSESSMENT RATES  
\$1.77 / LF  
\$1,265.53 / LOT

12/17/2023

ITEM NO.	PARCEL ID NO.	PROPERTY DESCRIPTION	PROPERTY OWNER	OWNER ADDRESS	PROPERTY ADDRESS
65	21060540	LOT 61	DEBOER, CAROL J	4901 DARFOOD AVE UNIT 411 MCALLEN, TX 78501	18392 WOOD LAKE BLVD EMILY 56447
66	21060541	LOT 60	DEBOER, TREN H	C/O HAROLD DEBOER 8215 TAYLOR ST NE 2300 GREENVIEW DR NEW EMILY 56447	18396 WOOD LAKE BLVD FIFTY LAKES 56448
67	21060542	LOT 59	LARWECK, LEROY L	BRIGHTON, MN 55117 1605 WOOD LAKE BLVD EMILY 56447	18354 WOOD LAKE BLVD EMILY 56447
68	21060543	LOT 58	LARWECK, LEROY L	BRIGHTON, MN 55117 1605 WOOD LAKE BLVD EMILY 56447	18354 WOOD LAKE BLVD EMILY 56447
69	21060544	LOT 57	SCHIEBER, TERRANCE L & REBECCAL	5369 SOUTH PARK DR SAVAGE, MN 55378	18344 WOOD LAKE BLVD EMILY 56447
70	21060545	LOTS 56 & 56	MCKAY, DEREK & KATE &	1609 BERNIE CIR NE FRIDLEY, MN 55421	18316 WOOD LAKE BLVD EMILY 56447
71	21060547	LOTS 53 & 54	LUBELY, PAUL J (25% INT)	23451 VALLEY FORGE RD ELKO, MN 55020	18300 WOOD LAKE BLVD EMILY 56447
72	21060548	LOT 52	TRIERMERT, JASON D & AIMEE J	3835 334TH CT NW CAMBRIDGE, MN 55008	18284 WOOD LAKE BLVD EMILY 56447
73	21060549	LOT 51	TRIERMERT, STEVEN R & ALLYN C	13200 WOOD LAKE BLVD FIFTY LAKES, MN 56448	18280 WOOD LAKE BLVD EMILY 56447
76	21060552	LOT 48	BELL, CHARLES MORRIS & SIGRID RAMEE	1065 WOOD LAKE BLVD PRASAD, MN 55448-5201	FIFTY LAKES 56448
77	21060553	LOT 47	FLOM, MARK E & DJANE	6107 2ND AVE S MINNEAPOLIS MN 55419	18264 WOOD LAKE BLVD EMILY 56447
78	21060554	LOT 46	BAUER, VICTORIA E & COLLEEN M TRUAX	5 KATHLEEN A HUMMER & ANN M ROTTI, 19998 KIRBY AVE M ROTTI, 19998 KIRBY AVE	18254 WOOD LAKE BLVD EMILY 56447
79	21060555	LOT 45	BAUER, VICTORIA E & COLLEEN M TRUAX	5 KATHLEEN A HUMMER & ANN M ROTTI, 19998 KIRBY AVE M ROTTI, 19998 KIRBY AVE	18254 WOOD LAKE BLVD EMILY 56447
80	21060556	LOTS 42, 43 & 44 EXC MINERALS	FERGUSON, COLLEEN E & RONALD I	18230 WOOD LAKE BLVD FIFTY LAKES, MN 56448	18230 WOOD LAKE BLVD FIFTY LAKES 56448
81	21060557	LOT 41 EXC MINERALS	OTTMAN, JOSHUAL &	C/O ROGER W & REBECCA R FIFTY LAKES, MN 56448	18204 WOOD LAKE BLVD EMILY 56447
82	21060558	LOT 40	ENSKAT, ELMORA LARSON	18188 WOOD LAKE BLVD FIFTY LAKES, MN 56448	18188 WOOD LAKE BLVD FIFTY LAKES 56448
83	21060559	LOT 39	PERREAULT, JESSICA	18188 WOOD LAKE BLVD FIFTY LAKES, MN 56448	18188 WOOD LAKE BLVD FIFTY LAKES 56448
84	21060560	LOT 38	OSMUNSON, MIRA	642 7TH AVE S SOUTH ST PAUL, MN 55075	18174 WOOD LAKE BLVD EMILY 56447
85	21060561	LOT 37	BOGOANOVICH, MOMCHILLO	18166 WOOD LAKE BLVD FIFTY LAKES, MN 56448	18166 WOOD LAKE BLVD EMILY 56447
86	21060562	LOT 36	SCHOON, GUY H & NICOLE I	12198 COUNTY ROAD 13 SEBEKA, MN 56477-2163	18154 WOOD LAKE BLVD EMILY 56447
87	21060563	LOT 35	BLAISDELL, JOSHUA M & STEPHANIE	18140 WOOD LAKE BLVD FIFTY LAKES, MN 56448	18140 WOOD LAKE BLVD FIFTY LAKES 56448
88	21060565	LOT 32	ANDERSON, PATRICK A	P O BOX 67 FIFTY LAKES, MN 56448	18119 WOOD LAKE BLVD EMILY 56447
90	21060591	ALL THAT PT OF GL 3 DAF TO W/IT, BEG AT THE PT ON GL 3 BEG AT POINT OF INTER OF W LINE OF STATE HWY #6 & S BNDRY LINE OF SD GL 3	CUNNIFF, PATRICIA A REV TRUST	21623 203RD ST NW BIG LAKE, MN 55309	EMILY STATE HWY 6 EMILY 56447
91	21060592	PT OF GL 3 BEG AT POINT OF INTER OF W LINE OF STATE HWY #6 & S BNDRY LINE OF SD GL 3	NAGORSKI, MICHAEL M & DARGI L	44677 STATE HWY 6 EMILY 56447	EMILY 56447
92	21060594	PT OF GL 3 DESC BEG AT A POINT OF INTER OF W LINE OF STATE HWY #6 & S BNDRY LINE OF PT OF GL 3 DESC AS BEG AT POINT OF INTER	MARSHALL, TODD C & LYNDA E	44689 STATE HWY 6 MINNEAPOLIS, MN 55405	EMILY 56447
93	21060595	WITH W LINE OF STATE HWY #6 & S BNDRY LINE PT OF GL 3 DESC COMM AT SW COR OF SD GL 3 THEN S 88D 4477' E 756 FT INITIAL BEAR	BIMBY-PANKRATZ, SHANNON M &	44711 OLD HWY 6 BERENES, CT MN	EMILY 56447
94	21060596	PT OF GL 3 DESC COMM AT SW COR OF SD GL 3 THEN S 88D 4477' E 756 FT INITIAL BEAR	JOHNSON, DAVID P	44733 OLD HWY 6 OUTLING, MN 56562	EMILY 56447
95	21060598	PT GL 2 DESC COMM AT SW COR OF GL 3 OF SD SEC 3 THEN S 88D 4477' E 1333.45 FT INITIAL BEAR	JOHNSON, DAVID P	44733 OLD HWY 6 OUTLING, MN 56562	EMILY 56447
99	21060545	LOT 11 BLOCK 3	BROWN, DANIEL J	3638 BELLEUR DR NE DUNN PINE, MN 55418	EMILY 56447
100	21060535	LOT 12 BLOCK 3	DOTEN, SHIRLEY J TRUST	3638 BELLEUR DR NE DUNN PINE, MN 55418	EMILY 56447
101	21060553	LOT 1 BLOCK 2	JOHANSEN, MARK K	16586 285TH ST HARTLAND MN 56042	EMILY 56447
102	21060547	LOTS 7 & 8 BLOCK 2 AND ALSO INCLUDING LOTS 10, 11 & 12 BLOCK 2 EXCEPT HIGHWAY.	KRATOCHVIL, JAMES J & ANITA B	206 5TH ST SW NEW PRAGUE MN 56071	EMILY 56447

FF ASSESSMENT		LOT ASSESSMENT		TOTAL PRELIMINARY ASSESSMENT
LN FT	ASSESSMENT	EACH	ASSESSMENT	
96	\$169.92	1	\$1,265.53	\$1,435.45
100	\$177.00	1	\$1,265.53	\$1,442.53
100	\$177.00	1	\$1,265.53	\$1,442.53
150	\$285.50	1	\$1,265.53	\$1,551.03
150	\$285.50	1	\$1,265.53	\$1,551.03
315	\$557.35	1	\$1,265.53	\$1,823.08
225	\$398.25	1	\$1,265.53	\$1,663.78
60	\$106.20	1	\$1,265.53	\$1,371.73
65	\$115.05	1	\$1,265.53	\$1,380.58
27	\$47.79	1	\$1,265.53	\$1,313.32
100	\$177.00	1	\$1,265.53	\$1,442.53
100	\$177.00	1	\$1,265.53	\$1,442.53
100	\$177.00	1	\$1,265.53	\$1,442.53
325	\$575.25	1	\$1,265.53	\$1,840.78
175	\$309.75	1	\$1,265.53	\$1,575.28
100	\$177.00	1	\$1,265.53	\$1,442.53
100	\$177.00	1	\$1,265.53	\$1,442.53
100	\$177.00	1	\$1,265.53	\$1,442.53
100	\$177.00	1	\$1,265.53	\$1,442.53
160	\$283.20	1	\$1,265.53	\$1,548.73
200	\$354.00	1	\$1,265.53	\$1,619.53
126	\$223.02	1	\$1,265.53	\$1,488.55
123	\$217.71	1	\$1,265.53	\$1,483.24
143	\$253.11	1	\$1,265.53	\$1,518.64
209	\$369.53	1	\$1,265.53	\$1,635.46
118	\$208.86	1	\$1,265.53	\$1,474.39
144	\$254.88	1	\$1,265.53	\$1,520.41
140	\$247.80	1	\$1,265.53	\$1,513.33
140	\$247.80	1	\$1,265.53	\$1,513.33
140	\$247.80	1	\$1,265.53	\$1,513.33





PRELIMINARY SPECIAL ASSESSMENT WORKSHEET

2024 ROAD IMPROVEMENTS  
EMILY, MINNESOTA  
SEH No. EMILY 17-057

PRELIMINARY SPECIAL ASSESSMENT RATES

\$1.77 /LF  
\$1,265.53 /LOT

12/7/2023

ITEM NO.	PARCEL ID NO.	PROPERTY DESCRIPTION	PROPERTY OWNER	OWNER ADDRESS	PROPERTY ADDRESS	FF ASSESSMENT	LOT ASSESSMENT	TOTAL PRELIMINARY ASSESSMENT
103	21090517	ELY 300 FT OF NLY 300 FT OF PT OF GL 1 LYING W OF COUNTY HWY #9	OLSON, RICHARD W	20014 BLUE LAKE RD EMILY, MN 56447	43965 STATE HWY 6 EMILY 56447	300 \$531.00	1 \$1,265.53	\$1,796.53
104	21090516	PT OF GL 1 DESC BEG AT NE COR OF SD SEC 9 THEN S ALG ELY BNDRY OF SD SEC 9 300 FT LOT 1	SMITH, REGINALD L & WILLIAM H & SMITH, WILLIAM H & AUDREY	1007 KINGWOOD ST APT 102 BRAINERD, MN 56001 1614 HARRY DAVIS LANE SOUTH BURNING WOODS, MN 55411	EMILY 56447 EMILY 56447 EMILY 56447	769 \$1,361.13	1 \$1,265.53	\$2,626.66
105	21090592	LOT 1	SMITH, WILLIAM H & AUDREY	1007 KINGWOOD ST APT 102 BRAINERD, MN 56001	EMILY 56447	100 \$1,770.00	1 \$1,265.53	\$1,442.53
106	21090591	LOT 2	SMITH, WILLIAM H & AUDREY	1007 KINGWOOD ST APT 102 BRAINERD, MN 56001	EMILY 56447	100 \$1,770.00	1 \$1,265.53	\$1,442.53
107	21090590	LOTS 3 & 4	UECKER, NATHAN L	640 SUNSET LN MENDOTA HEIGHTS, MN 55118	EMILY 56447 EMILY 56447	140 \$247.80	1 \$1,265.53	\$1,513.33
108	21090589	LOT 5	MENSING, DALE D & LINDA A	PO BOX 345 LESTER PRAIRIE, MN 55354	EMILY 56447	80 \$141.60	1 \$1,265.53	\$1,407.13
109	21090588	LOTS 6 & 7	ST MARTIN, JAMES G & KRISTI S	9082 SUNNYVALE DR CHANHASSEN, MN 55317	EMILY 56447	170 \$300.90	1 \$1,265.53	\$1,566.43
110	21090587	LOTS 8, 9 & 10 INCLUSIVE	GALLAGHER, PAUL J & CAROLYN J	575 PIONEER TRL LORETTO, MN 55357	EMILY 56447	300 \$531.00	1 \$1,265.53	\$1,796.53
111	21090586	LOT 11	LEOPOLD, RANDALL J & CAROLYN A	1300 BROAD ST DES MOINES IA 50315	EMILY 56447	100 \$1,770.00	1 \$1,265.53	\$1,442.53
112	21090585	LOT 12	ANDERSON, TIMOTHY J	1540 COTTAGE LAKE SE MINNEAPOLIS, MN 55408	EMILY 56447	100 \$1,770.00	1 \$1,265.53	\$1,442.53
113	21090584	LOT 13	SHEPARD, THOMAS GREENE & MARIT L	3232 HENNEPIN AVE S MINNEAPOLIS, MN 55408	EMILY 56447	100 \$1,770.00	1 \$1,265.53	\$1,442.53
114	21090583	LOT 14	WAROLIN, ROBERT A & JOYCE	6024 1/2 ST N E FRIDLEY, MN 55432	EMILY 56447	90 \$159.30	1 \$1,265.53	\$1,424.83
115	21090582	LOT 15	HYTTINEN, JEFFREY G & PEGGY M	20396 CLEARWATER DR EMILY, MN 56447	EMILY 56447	80 \$159.30	1 \$1,265.53	\$1,424.83
116	21090581	LOTS 16 & 17	KIGIN, JENNIFER O	20382 CLEARWATER DR EMILY, MN 56447	EMILY 56447	198 \$350.46	1 \$1,265.53	\$1,615.99
117	21090580	LOTS 18, 19 & 20 INCL, CLEARWATER BEACH ADDT. EXG THAT PTOF LOTS 18 & 19 DESC AS THAT PT OF LOTS 18 & 19 CLEARWATER BEACH	BASTA, MICHAEL & SUSAN	1404 HUBBARD AVE SOUTH PAUL, MN 55104	EMILY 56447	793 \$1,403.61	1 \$1,265.53	\$2,669.14
118	21090570	ADDITION DESC AS FOLL. COMM AT THE SE COR OF GL 1 BEING PT OF S 300.7 FT OF N 6607 FT OF GL 1 LYING W OF E 1069 FT THEREOF	GORSUCH, BEVERLY & DENISE	377 SOUTH LAKE LAWRENCE ROCK, MN 56447	EMILY 56447	482 \$800.04	1 \$1,265.53	\$2,065.57
119	21090514	PT OF GL 1 BEING W OF E 1069 FT THEREOF	SMITH, W HAYDEN & AUDREY B	1007 HARRY DAVIS LANE SOUTH BURNING WOODS, MN 55411	EMILY 56447	251 \$444.27	1 \$1,265.53	\$1,709.80
120	21090503	WLY 300 FT OF THE POLY DESC PARCEL PT OF ELY 300 FT OF GL 1 BEING W OF E 1069 FT THEREOF	SMITH, REGINALD L & KAREN J	20621 CLEARWATER DR EMILY, MN 56447	EMILY 56447	300 \$531.00	1 \$1,265.53	\$1,796.53
121	21090515	WLY 300 FT OF GL 1 BEING W OF E 1069 FT THEREOF AS FOLLOWS COMM AT A POINT ON THE ELY	POKORNY, JAMES P	20663 CLEARWATER DR EMILY 56447	EMILY 56447	769 \$1,361.13	1 \$1,265.53	\$2,626.66
122	21090561	LOT 1	SRAUNKE, JOHN	9349 13TH ST NE ST MICHAEL, MN 55376	EMILY 56447	250 \$442.50	1 \$1,265.53	\$1,708.03
123	21090560	LOTS 2 & 3	WALKER, CARL K	20296 CLEARWATER DR EMILY, MN 56447	EMILY 56447	350 \$619.50	1 \$1,265.53	\$1,885.03
124	21090559	LOT 4	UNCLE TOM WALKER'S CABIN CORP	615 MORNINGSIDE AVE SIOUX CITY IA 51105	EMILY 56447	100 \$177.00	1 \$1,265.53	\$1,442.53
125	21090558	LOT 5	UNCLE TOM WALKER'S CABIN CORP	615 MORNINGSIDE AVE SIOUX CITY IA 51105	EMILY 56447	100 \$177.00	1 \$1,265.53	\$1,442.53
126	21090557	LOT 6	REED, WILLIAM C &	SIOUX CITY IA 51105 SOUTH BURNING WOODS, MN 55411	EMILY 56447	100 \$177.00	1 \$1,265.53	\$1,442.53
127	21090556	LOT 7 EXCEPT MINERALS. SUBJ TO AN ESMINT OF RECORD.	WALKER, JAMES R LIV TRUST (1/2 INT)	4901 TURLE CREEK TRL OLDSMAR FL 34877	EMILY 56447	150 \$265.50	1 \$1,265.53	\$1,531.03
128	21090555	LOT 8	SCHLEITZ, CHARLES J & LINDA C	11175 BUSHLE CURVE WOODBURY, MN 55129	EMILY 56447	175 \$309.75	1 \$1,265.53	\$1,575.28
129	21090554	LOT 9	SCHLEITZ, CHARLES J & LINDA C	11175 BUSHLE CURVE WOODBURY, MN 55129	EMILY 56447	175 \$309.75	1 \$1,265.53	\$1,575.28
130	21090553	LOT 10	SCHLEITZ, CHARLES J & LINDA C	11175 BUSHLE CURVE WOODBURY, MN 55129	EMILY 56447	125 \$221.25	1 \$1,265.53	\$1,486.78
131	21090552	LOTS 11 & 12 EXCEPT THE FOLLOWING DESC PART (TRACT A) THAT PART OF LOT 12 OF THE	GEWITZ, ALAN R & MARY C MCMAHON	1000 ORION FINANCIAL CORP 1945 OLS SHADY OAK RD STE 100 MAPLEWOOD, MN 55109	EMILY 56447 EMILY 56447	108 \$192.93	1 \$1,265.53	\$1,458.46
132	21090505	GOV. LOT 5 9 138 26 EX. PLAT OF ELADRON, SUBJ TO ROAD EASEMENT.	NORDALE, JOHN E & JOANNE	1000 ORION FINANCIAL CORP 1945 OLS SHADY OAK RD STE 100 MAPLEWOOD, MN 55109	EMILY 56447	1322 \$2,339.94	1 \$1,265.53	\$3,605.47
133	21090596	NW1/4 OF SE1/4 SECTION 9 EXCEPT THE E. 330 FT THEREOF	RANDY AND FRANK LLC	1000 ORION FINANCIAL CORP 1945 OLS SHADY OAK RD STE 100 MAPLEWOOD, MN 55109	EMILY 56447	941 \$1,665.57	1 \$1,265.53	\$2,931.10
134	21090511	PT. THEREOF PLATTED AS FLETCHER'S ADDN TO CLEARWATER BEACH.	SMITH, W HAYDEN & AUDREY B	1514 HARRY DAVIS LN MINNEAPOLIS, MN 55411	EMILY 56447	1421 \$2,515.17	1 \$1,265.53	\$3,780.70





PRELIMINARY SPECIAL ASSESSMENT WORKSHEET

2024 ROAD IMPROVEMENTS  
EMILY, MINNESOTA  
SEH No. EMILY 171857

PRELIMINARY SPECIAL ASSESSMENT RATES

\$1.77 /LF  
\$1,265.53 /LOT

12/7/2023

ITEM NO.	PARCEL ID NO.	PROPERTY DESCRIPTION	PROPERTY OWNER	OWNER ADDRESS	PROPERTY ADDRESS	FF ASSESSMENT LIN FT	FF ASSESSMENT ASSESSMENT	LOT ASSESSMENT EACH	LOT ASSESSMENT ASSESSMENT	TOTAL PRELIMINARY ASSESSMENT
135	21090595	THE S 264 FT OF E 330 FT OF NW1/4 OF SE1/4	GENZ, CHAD E & KAMERON J	PO BOX 367 EMILY, MN 56447	20494 BLUE LAKE RD EMILY 56447	338	\$589.26	1	\$1,265.53	\$1,854.79
136	21090598	NE1/4 OF SE1/4 EXC E 520 FT THEREOF & ALSO E 1/2 OF SW1/4 OF SE1/4 DEEDS C 214 & 215 OF SD NESE THERON A BEAR OF S ALG E LINE	GENZ, CHAD E & KAMERON J TEK-CAR METAL LLC	20489 BLUE LAKE RD EMILY 56447 11000 STATE HWY 6 LLC 43298 STATE HWY #6 EMILY 56447	20558 BLUE LAKE RD EMILY 56447 20171 BLUE LAKE RD EMILY 56447	671	\$1,187.67	1	\$1,265.53	\$2,453.20
137	21090590	ONE SQUARE ACRE ALL IN NE CORNER OF SE1/4 OF SE 1/4 S 138 26 EX. HWY.	JENSEN, ALVIN S & PATRICIA	20717 BLUE LAKE RD EMILY MN 56447	20171 BLUE LAKE RD EMILY 56447	589	\$1,049.61	1	\$1,265.53	\$2,315.14
138	21090583	LOT 5 BLOCK 1	LANDOWSKI, TIMOTHY T & ANNA M	17256 145TH ST NE FORESTON MN 55330	20171 BLUE LAKE RD EMILY 56447	209	\$369.93	1	\$1,265.53	\$1,635.46
139	21090509	LOT 3 & 4 BLK 1	CHEEVER, STEVEN &	714 MAIN ST W BELLE PLAINE, MN 56011	20625 BLUE LAKE RD EMILY 56447	255	\$451.35	1	\$1,265.53	\$1,716.88
140	21090511	LOT 2 BLOCK 1	LUECK, BRIAN R	485 MANOR RIDGE DR NW ROCHESTER, MN 55901	20589 BLUE LAKE RD EMILY 56447	400	\$708.00	1	\$1,265.53	\$1,973.53
141	21090512	LOT 1 BLOCK 1	JOHANNES, CHARLES A REV TRST AGRMINT	2726 24TH AVE S SAINT CLOUD MN 56301	20589 BLUE LAKE RD EMILY 56447	200	\$354.00	1	\$1,265.53	\$1,619.53
142	21090513	STATE OF MINNESOTA ADMIN BLDG	REINHART, DAVID D	20229 BLUE LAKE RD EMILY MN 56447	20229 BLUE LAKE RD EMILY 56447	200	\$354.00	1	\$1,265.53	\$1,619.53
143	21090584	SW1/4 OF SE 1/4 S 138 26	NORDALE, JOHN E & JOANNE	2204 MAPLEVIEW AVENUE MAPLEWOOD MN 55109	20229 BLUE LAKE RD EMILY 56447	1279	\$2,263.83	1	\$1,265.53	\$3,529.36
144	21090601	LOT 14 BLOCK 1	NORDALE, JOHN E & JOANNE	2204 MAPLEVIEW AVENUE MAPLEWOOD MN 55109	20229 BLUE LAKE RD EMILY 56447	489	\$865.53	1	\$1,265.53	\$2,131.06
145	21090586	LOT 13 BLOCK 1	NORDALE, JOHN E & JOANNE	2204 MAPLEVIEW AVENUE MAPLEWOOD MN 55109	20229 BLUE LAKE RD EMILY 56447	180	\$318.60	1	\$1,265.53	\$1,584.13
146	21090567	LOT 12 BLOCK 1	NORDALE, JOHN E & JOANNE	2204 MAPLEVIEW AVENUE MAPLEWOOD MN 55109	20229 BLUE LAKE RD EMILY 56447	170	\$300.90	1	\$1,265.53	\$1,566.43
147	21090568	LOT 11 BLOCK 1	MARSHAW, SHARLE A & LISA M	43366 ELADRON DR EMILY MN 56447	20229 BLUE LAKE RD EMILY 56447	370	\$654.50	1	\$1,265.53	\$1,920.03
148	21090569	LOT 10 BLOCK 1	NORDALE, JOHN E & JOANNE	2204 MAPLEVIEW AVENUE MAPLEWOOD MN 55109	20229 BLUE LAKE RD EMILY 56447	160	\$283.20	1	\$1,265.53	\$1,548.73
149	21090570	LOT 9 BLOCK 1	NORDALE, JOHN E & JOANNE	2204 MAPLEVIEW AVENUE MAPLEWOOD MN 55109	20229 BLUE LAKE RD EMILY 56447	151	\$267.27	1	\$1,265.53	\$1,532.80
150	21090571	LOT 8 BLOCK 1	OLSON, RICHARD W	20014 BLUE LAKE RD EMILY, MN 56447	20229 BLUE LAKE RD EMILY 56447	183	\$323.91	1	\$1,265.53	\$1,589.44
151	21090572	LOT 7 BLOCK 1	MYLES, DAVID GILBERT & SANDRA GAZDA	8986 BELVEDERE DR EDEN PRAIRIE, MN 55347	20229 BLUE LAKE RD EMILY 56447	201	\$355.77	1	\$1,265.53	\$1,621.30
152	21090573	LOT 6 BLK 1 ELADRON, ACCORD TO THE PLAT THEREOF ON FILE AND OF REC IN THE OFFICE OUT LOT A	IVERSON, KEVIN & ERIN	2 CREEKSIDE LN NORTH OAKS MN 55206	43467 ELADRON DR EMILY 56447	150	\$265.50	1	\$1,265.53	\$1,531.03
153	21090574	LOT 5 BLOCK 1	UNDIVIDED INTEREST	18610 37TH AVE N PLYMOUTH MN 55446	43467 ELADRON DR EMILY 56447	60	\$106.20	1	\$1,265.53	\$1,371.73
154	21090575	LOT 4 BLOCK 1	ST MARTIN, JOSEPH & MARY	43397 ELADRON DR EMILY 56447	43467 ELADRON DR EMILY 56447	46	\$81.42	1	\$1,265.53	\$1,346.95
155	21090576	LOT 3 BLOCK 1	NORDALE, JOHN E & JOANNE	2204 MAPLEVIEW AVENUE MAPLEWOOD MN 55109	43397 ELADRON DR EMILY 56447	200	\$354.00	1	\$1,265.53	\$1,619.53
156	21090577	LOT 2 BLOCK 1	REMMITT, GREGORY J & JEAN	31912 N 16TH AVE PHOENIX AZ 85085	43397 ELADRON DR EMILY 56447	180	\$336.30	1	\$1,265.53	\$1,601.83
157	21090578	LOT 1 BLOCK 1	NORDALE, JOHN E & JOANNE	2204 MAPLEVIEW AVENUE MAPLEWOOD MN 55109	43397 ELADRON DR EMILY 56447	183	\$323.91	1	\$1,265.53	\$1,589.44
158	21090579	LOT 10	FRERICKS, BRIAN & SUSAN SCHINDLER	20052 BLUE LAKE RD EMILY MN 56447	20052 BLUE LAKE RD EMILY 56447	136	\$240.72	1	\$1,265.53	\$1,506.25
159	21090580	LOT 9	MATTISEN LIVING TRUST (THE)	13680 GARDENIA PATH APPLE VALLEY MN 55224	20052 BLUE LAKE RD EMILY 56447	448	\$752.96	1	\$1,265.53	\$2,058.49
160	21090581	LOT 8	LANE-FELLS LIVING TRUST	802 COVENTRY PLACE EDINA MN 55447	20052 BLUE LAKE RD EMILY 56447	98	\$173.46	1	\$1,265.53	\$1,438.99
161	21090582	LOT 7	OLSON, RICHARD W	20014 BLUE LAKE RD EMILY, MN 56447	20052 BLUE LAKE RD EMILY 56447	60	\$106.20	1	\$1,265.53	\$1,371.73
162	21090583	LOT 6	LERACH, KENNETH J & NANCY A	1383 FARMDALE RD ST PAUL MN 55118	20052 BLUE LAKE RD EMILY 56447	30	\$53.10	1	\$1,265.53	\$1,318.63
163	21090584	LOT 5	SCHNEIDER, EDY RAE	18132 155TH ST ELK RIVER MN 55330	20014 BLUE LAKE RD EMILY 56447	80	\$159.50	1	\$1,265.53	\$1,424.83
164	21090585	LOT 4	SCHNEIDER, EDY RAE	18132 155TH ST ELK RIVER MN 55330	20014 BLUE LAKE RD EMILY 56447	90	\$159.50	1	\$1,265.53	\$1,424.83
165	21090586	LOT 3	SCHNEIDER, EDY RAE	18132 155TH ST ELK RIVER MN 55330	20002 BLUE LAKE RD EMILY 56447	70	\$123.90	1	\$1,265.53	\$1,389.43
166	21090587	LOT 2	SCHNEIDER, EDY RAE	18132 155TH ST ELK RIVER MN 55330	20002 BLUE LAKE RD EMILY 56447	70	\$123.90	1	\$1,265.53	\$1,389.43
167	21090588	LOT 1	SCHNEIDER, EDY RAE	18132 155TH ST ELK RIVER MN 55330	19968 BLUE LAKE RD EMILY 56447	75	\$132.75	1	\$1,265.53	\$1,398.28



PRELIMINARY SPECIAL ASSESSMENT WORKSHEET

2024 ROAD IMPROVEMENTS  
EMILY, MINNESOTA  
SEH INC, EMILY 1/18/27

PRELIMINARY SPECIAL ASSESSMENT RATES

\$177 / LF  
\$1,265.53 / LOT

12/17/2023

ITEM NO.	PARCEL ID NO.	PROPERTY DESCRIPTION	PROPERTY OWNER	OWNER ADDRESS	PROPERTY ADDRESS	FF ASSESSMENT	LOT ASSESSMENT	TOTAL PRELIMINARY ASSESSMENT
168	21090542	LOT 9 SUBJ TO AN ESMIT OF RECORD.	SCOTT, LEROY P & NANCY J	1462 KONNEBY RD NE POLEY MN 55329	19966 BLUE LAKE RD EMILY 56447	35	\$1,265.53	\$1,327.48
169	21090543	LOT 8, EXCEPT MINERALS	RING, STEVEN J (1/2 INT)	1001 ROSE PLACE ST PAUL, MN 55108	19974 BLUE LAKE RD EMILY 56447	75	\$1,265.53	\$1,398.28
170	21090544	LOT 7	REYNOLDS, MICHAEL R & PAMELA A	1124 MADISON ST SHAKOPEE MN 55379	19934 BLUE LAKE RD EMILY 56447	97	\$1,265.53	\$1,437.22
171	21090545	LOT 6	GIANNAKAKIS, TONY & CYNTHIA K	5504 CHANTREY RD EDINA MN 55435	19918 BLUE LAKE RD EMILY 56447	97	\$1,265.53	\$1,437.22
172	21090546	LOT 5	LUTZ, MARY ALICE	5315 N LOWRY TER GOLDEN VALLEY MN 55422	19904 BLUE LAKE RD EMILY 56447	97	\$1,265.53	\$1,437.22
173	21090547	LOT 4	LANGEMO, JANINE	926 WATSON ST PAUL, MN 55102	19890 BLUE LAKE RD EMILY 56447	115	\$1,265.53	\$1,469.08
174	21090548	LOT 3	OLSON FAMILY TRUST	5620 SHADYVIEW LN N PLYMOUTH MN 55446	19872 BLUE LAKE RD EMILY 56447	150	\$1,265.53	\$1,531.03
175	21090549	LOT 2	DWA CROW WING HOLDINGS LLC	2964 EYRE DR ST PAUL MN 55129	19894 BLUE LAKE RD EMILY 56447	150	\$1,265.53	\$1,531.03
176	21090550	LOT 1	NEUBAUER, PAUL R & SUSAN	4181 BERNARD ST MINNEAPOLIS MN 55412	19790 BLUE LAKE RD EMILY 56447	113	\$1,265.53	\$1,465.54
177	21090504	PT OF GL 8 DESC BEG AT MEANDER COR ON W LINE OF SD SEC 9, SD POINT BEING ON S SHORE	PETERSEN FAMILY TRUST AGREEMENT	1694 JASPER WAY LAKEVILLE MN 55044	19780 BLUE LAKE RD EMILY 56447	153	\$1,265.53	\$1,538.34
178	21090554	LOT 14	RICE, ROBERT	8140 YATES AVE N BROOKLYN PARK MN 55443	19744 BLUE LAKE RD EMILY 56447	156	\$1,265.53	\$1,545.19
179	21090555	LOT 13	MALM, MICHAEL E SR & BARBARA G MALM	2800 79TH AVE N BROOKLYN PARK MN 55444	19738 BLUE LAKE RD EMILY 56447	77	\$1,265.53	\$1,401.82
180	21090556	LOT 12	RIESCHL, DONNA & ROBERT & MICHAEL &	14513 QUEBEC AVE SAVAGE MN 55378	19718 BLUE LAKE RD EMILY 56447	77	\$1,265.53	\$1,401.82
181	21090557	LOT 11	RIESCHL, MICHAEL JOHN	PO BOX 302 EMILY, MN 56447	19710 BLUE LAKE RD EMILY 56447	120	\$1,265.53	\$1,477.93
182	21090558	LOT 10	CINCOSKI FAMILY LLC	20153 FERR GLEN BLVD N CORSEVILLE MN 55033	19690 BLUE LAKE RD EMILY 56447	159	\$1,265.53	\$1,546.96
183	21090559	LOT 9	KIMM, JEROME F (1/2 INT)	304151 PETER KIMM 4110 NANCY PLACE CORSEVILLE MN 55033	19686 BLUE LAKE RD EMILY 56447	100	\$1,265.53	\$1,442.53
184	21090560	LOT 8	OLSON, CYNTHIA & JESSIE OLSON	3814 4TH ST NW UNIT B ALBUQUERQUE NM 87114	19662 BLUE LAKE RD EMILY 56447	100	\$1,265.53	\$1,442.53
185	21090561	LOT 7	SCHUP, JEFFREY J & BARBARA	5550 VAGABOND LN PLYMOUTH MN 55446	19654 BLUE LAKE RD EMILY 56447	100	\$1,265.53	\$1,442.53
186	21090562	LOT 6	SMITH, SHARON J	18025 OAK CURVE LAKEVILLE MN 55044	19644 BLUE LAKE RD EMILY 56447	65	\$1,265.53	\$1,380.58
187	21090563	LOT 5	RIEF, MICHAEL J & BRIDGET M	17857 719TH TRL W LAKEVILLE MN 55044	19632 BLUE LAKE RD EMILY 56447	50	\$1,265.53	\$1,354.03
188	21090564	LOT 4	GIBBS, DAVID	519 W OAK ST OGDEN, IA 50222-7398	19624 BLUE LAKE RD EMILY 56447	50	\$1,265.53	\$1,354.03
189	21090565	LOT 3	THOMAS, DIANA D TRUST	4592 OCEAN DR APT 302 CORSEVILLE MN 55033	19612 BLUE LAKE RD EMILY 56447	100	\$1,265.53	\$1,442.53
190	21090566	LOT 2	THOMAS, DIANA D TRUST	4590 OCEAN DR APT 302 CORPUS CHRISTI TX 78412	19604 BLUE LAKE RD EMILY 56447	101	\$1,265.53	\$1,444.30
191	21090567	LOT 1	ANDERSON, ELAINE K	C/O JEROME ANDERSON 2004 NE 46TH ST MINNEAPOLIS MN 55412	19590 BLUE LAKE RD EMILY 56447	96	\$1,265.53	\$1,435.45
192	21090570	(TRACT A) THAT PT OF GL 7 & 8 SEC 8 DAF BEG AT THE SW COR OF L 3 DSEMA BEACH	GRADY, JOAN (1/2 INT)	C/O DIANA FOX 1219 S 8TH ST BRAINERD MN 56401	43357 LEVIN DR EMILY 56447	172	\$1,265.53	\$1,569.97
193	21090571	THAT PART OF GOV LOT 7 DESC AS FOLLOWS: COMMENCING AT THE SW CORNER OF LOT 1 (ASSESSED ELSEWHERE) COMMON ELEMENTS FOR THE WOODS AT CROOKED CREEK	BECKMAN, BRENT D	20991 FERR DR LAKEVILLE, MN 55044	EMILY 56447	67	\$1,265.53	\$1,419.52
194	21090506	OUTLOT B	WABASH MANAGEMENT, INCORPORATED	50 S 7TH ST SUITE 5000 MINNEAPOLIS MN 55402	EMILY 56447	2997	\$1,265.53	\$6,570.22
195	21090505	OUTLOT A	WABASH CROOKED CREEK PROPERTY LLC	30 SOUTH 7TH ST STE 5000 MINNEAPOLIS MN 55402	EMILY 56447	1143	\$1,265.53	\$3,686.64
196	21090574	NE 1/4 OF SW 1/4 & 138 26	LEVIN, G F	4111 LEVIN, MN 55042	EMILY 56447	60	\$1,265.53	\$1,371.73
197	21090673	GL 8	BLUE VISTA LLC	MN 55113	EMILY 56447	55	\$1,265.53	\$1,362.88
198	21090535	LOT 1, EXCEPT THAT PART OF LOT 1 LYING BETWEEN THE LINE FORMING THE BOUNDARY THAT PART OF LOT 1 LYING BETWEEN THE LINE	GAERTNER, CYNTHIA PAUL	4308 COLLEEN CT ARDEN HILLS, MN 55112	EMILY 56447	1143	\$1,265.53	\$3,686.64
199	21090536	THAT PART OF LOT 1 LYING BETWEEN THE LINE FORMING THE BOUNDARY OF LOT 1 AND LOT 2	GAERTNER, SUSAN	1235 YALE PL #1407 MINNEAPOLIS MN 55403	EMILY 56447	60	\$1,265.53	\$1,371.73







PRELIMINARY SPECIAL ASSESSMENT WORKSHEET

2024 ROAD IMPROVEMENTS  
EMILY, MINNESOTA  
SEH No. EMILY 171857

PRELIMINARY SPECIAL ASSESSMENT RATES  
\$177 / LF  
\$1,265.53 / LOT

12/7/2023

ITEM NO.	PARCEL ID NO.	PROPERTY DESCRIPTION	PROPERTY OWNER	OWNER ADDRESS	PROPERTY ADDRESS	FF ASSESSMENT		LOT ASSESSMENT		TOTAL PRELIMINARY ASSESSMENT
						LN FT	ASSESSMENT	EACH	ASSESSMENT	
232	2109028	LOT 7 BLOCK 1	HANSON, WAYDE G	1933 OVERLOOK RIDGE RD EMILY, MN 56447-3008	1933 OVERLOOK RIDGE RD EMILY 56447	331	\$385.87	1	\$1,265.53	\$1,651.40
233	2109027	LOT 8 BLOCK 1	HANSON, WAYDE G	1933 OVERLOOK RIDGE RD EMILY 56447-3008	1933 OVERLOOK RIDGE RD EMILY 56447	132	\$233.64	1	\$1,265.53	\$1,499.17
234	21170516	S. 1/2 OF SW1/4 OF NW1/4 SEC. 17	HUGHES, FAYE & CARPENTIER, BEA ML	PO BOX 342 EMILY MN 56447	EMILY 56447	744	\$1,316.88	1	\$1,265.53	\$2,582.41
235	21170517	N. 1/2 OF SW1/4 OF NW1/4 SEC. 17	FRIESNER, JONATHAN P & KATE J	42737 BLUE LN W EMILY, MN 56447	42737 BLUE LN W EMILY 56447	660	\$1,168.20	1	\$1,265.53	\$2,433.73
236	21170568	LOT 1 BLOCK 1 (COMMON ELEMENT PARCEL)	KOVALIK, DAVID A & PATRICIA J	1930 GARDEN LN WHITE BEAR LAKE, MN 55110	42779 BLUE LN W EMILY 56447	335	\$592.95	1	\$1,265.53	\$1,858.48
237	21170563	LOT 2 BLOCK 2 (COMMON ELEMENT PARCEL)	HENDRICKSON, MARK D & TAMARA J	17145 NAVAJO ST NW ANDOVER MN 55304	EMILY 56447	200	\$354.00	1	\$1,265.53	\$1,619.53
238	21170584	LOT 4 BLOCK 2 (COMMON ELEMENT PARCEL)	HENDRICKSON, MARK D & TAMARA J	17145 NAVAJO ST NW ANDOVER MN 55304	EMILY 56447	215	\$380.55	1	\$1,265.53	\$1,646.08
239	21170585	LOT 3 BLOCK 2 (COMMON ELEMENT PARCEL)	SLYE, BRADLEY D & SHARON	4298 WOODS WAY MINNETONKA, MN 55345	EMILY 56447	180	\$318.60	1	\$1,265.53	\$1,584.13
240	21170586	LOT 1 BLOCK 1 (COMMON ELEMENT PARCEL)	KOVALIK, DAVID A & PATRICIA J	1930 GARDEN LN WHITE BEAR LAKE, MN 55110	42779 BLUE LN W EMILY 56447	155	\$274.35	1	\$1,265.53	\$1,539.88
241	21170587	LOT 2 BLOCK 1 (COMMON ELEMENT PARCEL)	CASE, DENNIS J & KAREN K	42948 BLUE LN W EMILY MN 56447-3055	42948 BLUE LN W EMILY 56447	282	\$489.14	1	\$1,265.53	\$1,754.67
242	21170589	LOT 1 BLOCK 3	UNDIVIDED INTEREST			50	\$88.50	1	\$1,265.53	\$1,354.03
243	21170578	LOT 2 BLOCK 3 (COMMON ELEMENT PARCEL)	SMITH FAMILY TRUST DATED 8/19/2003	C/O DEREK & ULLA SMITH TRUSTEES 42948 BLUE LN W EMILY 56447	42948 BLUE LN W EMILY 56447	124	\$219.48	1	\$1,265.53	\$1,485.01
244	21170577	LOT 3 BLOCK 3 (COMMON ELEMENT PARCEL)	BEAMAN, JAMES D & SHARON	42932 BLUE LN W EMILY MN 56447	42932 BLUE LN W EMILY 56447	152	\$269.04	1	\$1,265.53	\$1,534.57
245	21170576	LOT 4 BLOCK 3 (COMMON ELEMENT PARCEL)	THOMPSON, DAVID NORMAN & KERRIE LYNN	6764 AUTUMN DARG DR ROCKFORD MN 55373	EMILY 56447	148	\$281.96	1	\$1,265.53	\$1,527.49
246	21170575	LOT 5 BLOCK 3 (COMMON ELEMENT PARCEL)	RASSETT, JO ANN	42888 BLUE LN W PO BOX 398 EMILY MN 56447	42888 BLUE LN W EMILY 56447	152	\$289.04	1	\$1,265.53	\$1,534.57
247	21170574	LOT 6 BLOCK 3 (COMMON ELEMENT PARCEL)	EIGENMANN, PIUS N & SARAH S	MINNETONKA MN 55305-5375	EMILY 56447	146	\$261.96	1	\$1,265.53	\$1,527.49
248	21170573	LOT 7 BLOCK 3 (COMMON ELEMENT PARCEL)	JACKSON, ANDREW G & DENISE H	19228 115TH AVE N MAPLE GROVE MN 55311	42834 BLUE LN W EMILY 56447	180	\$265.50	1	\$1,265.53	\$1,531.03
249	21170572	LOT 8 BLOCK 3 (COMMON ELEMENT PARCEL)	BERNING, DANIEL E & SHARON M	2540 LANDER AVE NE SAINT MICHAEL, MN 55376	42808 BLUE LN W EMILY 56447	180	\$265.50	1	\$1,265.53	\$1,531.03
250	21170571	LOT 9 BLOCK 3 (COMMON ELEMENT PARCEL)	HOLMGREN, GORDON A	42790 BLUE LN W EMILY MN 56447	42790 BLUE LN W EMILY 56447	150	\$265.50	1	\$1,265.53	\$1,531.03
251	21170570	LOT 10 BLOCK 3 (COMMON ELEMENT PARCEL)	METZGER, JAMES M & DOROTHY	42768 BLUE LANE WEST EMILY, MN 56447	42768 BLUE LN W EMILY 56447	150	\$265.50	1	\$1,265.53	\$1,531.03
252	21170569	LOT 11 BLOCK 3 (COMMON ELEMENT PARCEL)	BLUE LAKE, ASSOCIATION	11 SUNSET LN NORTH OAKS MN 55127-2608	EMILY 56447	50	\$88.50	1	\$1,265.53	\$1,354.03
253	21170568	LOT 12 BLOCK 3 (COMMON ELEMENT PARCEL)	COLEBANK, SCOTT A	26748 BLUE LANE W EMILY, MN 56447	42768 BLUE LN W EMILY 56447	150	\$265.50	1	\$1,265.53	\$1,531.03
254	21170567	LOT 13 BLOCK 3 (COMMON ELEMENT PARCEL)	LAUDENBACH, PATRICK A	8554 MONTEGUE TER BROOKLYN PARK, MN 55413	42712 BLUE LN W EMILY 56447	180	\$265.50	1	\$1,265.53	\$1,531.03
255	21170566	LOT 14 BLOCK 3 (COMMON ELEMENT PARCEL)	SAGERER, DONALD E & LINDA L	1257 WOODBRIDGE ST S1 PAUL, MN 55117	42684 BLUE LN W EMILY 56447	146	\$258.42	1	\$1,265.53	\$1,523.95
256	21170565	PRESENTLY EXISTING CUL-DE-SAC LYING ELY	HILLEBRAND, GREGORY M & JULIE A	3025 SEARLE CT VADNAIS HEIGHTS, MN 55127	EMILY 56447	158	\$279.66	1	\$1,265.53	\$1,545.19
257	21170564	ASSESSED ELSEWHERE (COMMON ELEMENT PARCEL)	BLUE LAKE, ASSOCIATION	11 SUNSET LN NORTH OAKS MN 55127-2608	EMILY 56447	2503	\$4,430.31	1	\$1,265.53	\$5,695.84
258	21170563	LOT 4 BLOCK 5 (COMMON ELEMENT PARCEL)	SCHUNEMAN, JOHN P & ROXANNE	96 W GOLDEN LAKE CIRCLE CIRCLE PINES MN 55014	EMILY 56447	199	\$352.23	1	\$1,265.53	\$1,617.76
259	21170562	LOT 5 BLOCK 5 (COMMON ELEMENT PARCEL)	THE SHORES AT BLUE LAKE LLC	1409 MINNEAPOLIS PKWY W MINNEAPOLIS MN 55419	EMILY 56447	186	\$293.82	1	\$1,265.53	\$1,559.35
260	21170561	LOT 6 BLOCK 5 (COMMON ELEMENT PARCEL)	FIELD, JAMES O & BARBARA L	1407 FINES LANE MINNEAPOLIS MN 55419	EMILY 56447	180	\$283.20	1	\$1,265.53	\$1,548.73
261	21170560	LOT 7 BLOCK 5 (COMMON ELEMENT PARCEL)	REILAND, DAVID J & JUDITH LIVING TR	8600 NORTH 78TH ST SCOTTSDALE AZ 85250	EMILY 56447	165	\$292.05	1	\$1,265.53	\$1,557.58
262	21170559	LOT 11 BLOCK 6 & ALSO INCL PT OF OUTLOT B LYING NEARLY OF FOL DESC LINE. COMM AT SE	CHAPIN, MICHAEL E & DEBRA MIKELSON	2235 ALICE LN MINDOTA HEIGHTS, MN 55120	EMILY 56447	200	\$354.00	1	\$1,265.53	\$1,619.53
263	21170558	LOT 10 BLOCK 6 (COMMON ELEMENT PARCEL)	NOBLE, TODD J & DANA L	19534 BLUE LANE E EMILY, MN 56447	EMILY 56447	165	\$292.05	1	\$1,265.53	\$1,557.58



PRELIMINARY SPECIAL ASSESSMENT WORKSHEET

2024 ROAD IMPROVEMENTS  
EMILY, MINNESOTA  
SEH No. EMILY 171857

PRELIMINARY SPECIAL ASSESSMENT RATES  
\$177 /LF  
\$1,265.53 /LOT

12/7/2023

ITEM NO.	PARCEL ID NO.	PROPERTY DESCRIPTION	PROPERTY OWNER	OWNER ADDRESS	PROPERTY ADDRESS	FF. ASSESSMENT	LOT ASSESSMENT	TOTAL PRELIMINARY ASSESSMENT
264	21170553	LOT 9 BLOCK 6 (COMMON ELEMENT PARCEL)	LINDSEY, DANNY L & BARBARA L	12438 FLANDERS CT NE UNIT 0	19348 BLUE LANE	180	\$1,265.53	\$1,564.13
265	21170554	LOT 8 BLOCK 6 (COMMON ELEMENT PARCEL)	HOWARD, MICHAEL G & JENNIFER L	E BLAINE, MN 55449	19372 BLUE LANE	155	\$1,265.53	\$1,539.88
266	21170555	LOT 7 BLOCK 6 (COMMON ELEMENT PARCEL)	SOBRASKE, BENJAMIN & CHRISTOPHER	11450 MN 55038	19350 BLUE LANE	170	\$1,265.53	\$1,565.43
267	21170556	LOT 6 BLOCK 6 (COMMON ELEMENT PARCEL)	ROGERS, LOREND	SAINT MICHAEL, MN 55376	19370 BLUE LANE	210	\$1,265.53	\$1,637.23
268	21170557	LOT 5 BLOCK 6 (COMMON ELEMENT PARCEL)	SVIEN, NORMAN EUGENE	8191 HENSLER AVE S	19370 BLUE LANE	160	\$1,265.53	\$1,548.73
269	21170558	LOT 4 BLOCK 6 (COMMON ELEMENT PARCEL)	HORNSETH, JOHN & JANE	26685 XIMO AVE	19554 BLUE LANE	170	\$1,265.53	\$1,566.43
270	21170559	LOT 3 BLOCK 6 (COMMON ELEMENT PARCEL)	DRUK, TIM & JULIE	4240 EVERGREEN LN N	19608 BLUE LANE	170	\$1,265.53	\$1,566.43
271	21170560	LOT 2 BLOCK 6 (COMMON ELEMENT PARCEL)	WABASH BLUE LAKE PROPERTY LLC	19716 BLUE LAKE E	19716 BLUE LANE	150	\$1,265.53	\$1,531.03
272	21170561	LOT 1 BLOCK 6 (COMMON ELEMENT PARCEL)	WABASH BLUE LAKE PROPERTY LLC	MINNEAPOLIS, MN 55400	EMILY 56447	65	\$1,265.53	\$1,382.35
273	21170562	OUTLOT A (COMMON ELEMENT PARCEL)	BERG, JOHN E & CANDACE	24265 172ND ST NW BIG LAKE, MN 55309	EMILY 56447	102	\$1,265.53	\$1,446.07
274	21170563	OUTLOT A (COMMON ELEMENT PARCEL)	AHLSTROM, ALTON L & CHERYL R	19745 BLUE LANE	EMILY 56447	200	\$1,265.53	\$1,919.53
275	21170564	OUTLOT A (COMMON ELEMENT PARCEL)	DRUK, TIMOTHY & JULIE	19716 BLUE LAKE E	EMILY 56447	200	\$1,265.53	\$1,919.53
276	21170565	OUTLOT A (COMMON ELEMENT PARCEL)	PAHLEN, CRAIG & SANDY & MARK & DUAN	19745 BLUE LANE	EMILY 56447	658	\$1,265.53	\$2,430.19
277	21170600	LOT 4 BLOCK 2 & UND 1/50 INT IN OUTLOT A (COMMON ELEMENT PARCEL)	WATSON, SONJA C LIV TRUST 6-19-09	2929 S WATERFORD DR APT 0	EMILY 56447	200	\$1,265.53	\$1,919.53
278	21170601	OUTLOT A (COMMON ELEMENT PARCEL)	MORRISSETTE, JOHN & DENISE	404 SPOKANE AVE 8920-4405	EMILY 56447	205	\$1,265.53	\$1,628.38
279	21170602	LOT 2 BLOCK 2 (COMMON ELEMENT PARCEL)	SCHREIBER, MARK C & CINDY L	12860 101ST AVE NORTH R	EMILY 56447	200	\$1,265.53	\$1,619.53
280	21170603	LOT 1 BLOCK 2 (COMMON ELEMENT PARCEL)	STACY, JOHN M	873 EAST ROSE AVE ST PAUL, MN 55106	EMILY 56447	222	\$1,265.53	\$1,658.47
281	21170615	INTEREST IN OUTLOT A (COMMON ELEMENT PARCEL)	COMMON AREA	8000 WOODLAWN DR MOUNDS VIEW, MN 55112	EMILY 56447	66	\$1,265.53	\$1,382.35
282	21170614	LOT 11 BLOCK 1 & UND 1/50 INTEREST IN OUTLOT A (COMMON ELEMENT PARCEL)	CASE, MARK W & WENDY L	12036 CREE ST COON RAPIDS MN 55433	19300 ANNA DR	350	\$1,265.53	\$1,885.03
283	21170605	LOT 10 BLOCK 1 & ALSO UNDIVIDED 1/50TH INTEREST IN OUTLOT A (COMMON ELEMENT PARCEL)	O'DONNELL, THOMAS	50 COLD SPRING DR	EMILY 56447	370	\$1,265.53	\$1,920.43
284	21170606	LOT 9 BLOCK 1 & UNDIVIDED 2/50 INTEREST IN OUTLOT A (COMMON ELEMENT PARCEL)	WOLCAHY, DAVID W & MARY	50 JUND BEACH NY 11789	EMILY 56447	340	\$1,265.53	\$1,867.33
285	21170607	LOT 8 BLOCK 1 & ALSO UNDIVIDED 1/50TH INTEREST IN OUTLOT A (COMMON ELEMENT PARCEL)	CASE, DELBERT L	17837 TYLER ST NW ELK RIVER, MN 55007	EMILY 56447	210	\$1,265.53	\$1,537.23
286	21170608	LOT 7 BLOCK 1 & UND 1/50 INTEREST IN OUTLOT A (COMMON ELEMENT PARCEL)	ROSENWINKEL, JEFFREY E & TWYLA D	300 FALLS CREST DR ST PAUL, MN 55101	EMILY 56447	240	\$1,265.53	\$1,890.33
287	21170609	LOT 6 BLOCK 1 & UND 1/50 INT IN OUTLOT A (COMMON ELEMENT PARCEL)	LUNZER, THOMAS & MICHELLE	100 MAGNOLIA ST APT 5209 JACKSONVILLE FL 32204	EMILY 56447	240	\$1,265.53	\$1,890.33
288	21170610	LOT 5 BLOCK 1 & ALSO UNDIVIDED 1/50TH INTEREST IN OUTLOT A (COMMON ELEMENT PARCEL)	HEDIGER, SANDRA	536 BRIAR LAKE	EMILY 56447	220	\$1,265.53	\$1,654.93
289	21170611	LOT 4 BLOCK 1 & ALSO UNDIVIDED 1/50TH INTEREST IN OUTLOT A (COMMON ELEMENT PARCEL)	HEDIGER, SANDRA	7509 LOUISIANA AVE N BROOKLYN PARK, MN 55418	EMILY 56447	1284	\$1,265.53	\$3,538.21
290	21170612	LOT 3 BLOCK 1 & UNDIVIDED 1/50 INTEREST IN OUTLOT A (COMMON ELEMENT PARCEL)	REES, KENT A & NANCY C	19720 ANNA DR EMILY, MN 56447	EMILY 56447	625	\$1,265.53	\$2,725.76
291	21170613	OUTLOT A (COMMON ELEMENT PARCEL)	JENSEN, JAMES M & SANDRA L TRUST	8707 SERVICE TRAIL EDEH	EMILY 56447	200	\$1,265.53	\$1,919.53
292	21170614	OUTLOT A (COMMON ELEMENT PARCEL)	CZANA, CHARLES A & ROBIN F	5225 OLD VIKING BLVD NW WATHERN, MN 55303-8748	EMILY 56447	200	\$1,265.53	\$1,919.53
293	21200517	NE 1/4 OF NE 1/4 20 138 26	PEOPLES SECURITY COMPANY	PO BOX 467 BRAINERD, MN 56401	EMILY 56447	1,364	\$1,265.53	\$3,679.81
294	21200516	NW 1/4 OF NE 1/4 20 138 26	TAX FORFEITED	CROW WING COUNTY LAND SERVICES 322 LAUREL ST STE 0	EMILY 56447	620	\$1,265.53	\$2,362.93
295	21170564	LOT 3 BLOCK 1 BLUE LAKE VISTA FIRST ADDITION, AND ALSO AN UNDIVIDED 1/50TH	MILLER, ANTHONY JAMES	6570 162ND AVE SE BECKER MN 55305	EMILY 56447	642	\$1,265.53	\$2,407.87



**PRELIMINARY SPECIAL ASSESSMENT RATES**  
 \$1.77 / LF  
 \$1,265.53 / LOT

**PRELIMINARY SPECIAL ASSESSMENT WORKSHEET**

2024 ROAD IMPROVEMENTS  
 EMILY, MINNESOTA  
 SEH No. EMILY 171857



ITEM NO.	PARCEL ID NO.	PROPERTY DESCRIPTION	PROPERTY OWNER	OWNER ADDRESS	PROPERTY ADDRESS	FF ASSESSMENT		LOT ASSESSMENT		TOTAL PRELIMINARY ASSESSMENT
						LINE FT	ASSESSMENT	EACH	ASSESSMENT	
296	21170593	LOT 4 BLOCK 1 (COMMON ELEMENT PARCEL)	ANDERSON, THOMAS A	Z87 SOUTHWOOD DR WHITE BEAR LAKE MN 55110	EMILY 56447	1564	\$2,768.28	1	\$1,265.53	\$4,033.81
297	21170591	LOT 7 BLOCK 8 (COMMON ELEMENT PARCEL)	JOHNSON, GARY J & SUSAN J	19281 FAYE CT HILLS, MN 55112	EMILY 56447	572	\$1,012.44	1	\$1,265.53	\$2,277.97
298	21170590	LOT 2 BLOCK 6 (COMMON ELEMENT PARCEL)	JASPERSON, SUSAN BLAIS	19345 BLUE LN E EMILY 56447	EMILY 56447	289	\$511.53	1	\$1,265.53	\$1,777.06
299	21170539	LOT 3 BLOCK 8 (COMMON ELEMENT PARCEL)	SILMORE, GARY A TRUST	PO BOX 284 LUTSEN, MN 55612	EMILY 56447	265	\$469.05	1	\$1,265.53	\$1,734.58
300	21170538	LOT 4 BLOCK 8 (COMMON ELEMENT PARCEL)	WOOD, ROBERT J	19319 BLUE LANE E EMILY, MN 56447	EMILY 56447	190	\$336.30	1	\$1,265.53	\$1,601.83
301	21170537	LOT 5 BLOCK 8 (COMMON ELEMENT PARCEL)	RIEF, MICHAEL J & BRIDGET M	17857 179TH TRL W LAKEVILLE MN 55944	EMILY 56447	240	\$424.80	1	\$1,265.53	\$1,690.33
302	21170536	LOT 6 BLOCK 8 (COMMON ELEMENT PARCEL)	LOESCH, MICHAEL L & DANIEL R NOTCH	9412 COUNTY ROAD 146 KIMBALL, MN 55353	EMILY 56447	250	\$442.50	1	\$1,265.53	\$1,708.03
303	21170535	LOT 7 BLOCK 8 (COMMON ELEMENT PARCEL)	DOBERSTEIN, TIMOTHY A & JULIE A	19227 BLUE LN E REDOCK LN PARK, MN 55445	EMILY 56447	240	\$424.80	1	\$1,265.53	\$1,690.33
304	21170534	LOT 8 BLOCK 8 (COMMON ELEMENT PARCEL)	LOESCH, MICHAEL L & DANIEL R NOTCH	1472 COUNTY ROAD 146 KIMBALL, MN 55353	EMILY 56447	380	\$572.60	1	\$1,265.53	\$1,838.13
305	21170505	LOT 2 BLOCK 8 (COMMON ELEMENT PARCEL)	GALEGHER, B C	303 E WAGONER RD PHOENIX AZ 85032	EMILY 56447	300	\$531.00	1	\$1,265.53	\$1,796.53
306	21170506	LOT 3 BLOCK 8 (COMMON ELEMENT PARCEL)	MORITZ, RANDAL L TRUST (UND 1/2 INT) &	42145 BIRCHWOOD DR EMILY MN 56447	EMILY 56447	73	\$129.21	1	\$1,265.53	\$1,394.74
307	21170500	LOT 4 BLOCK 8 (COMMON ELEMENT PARCEL)	JACOBSEN, NICHOLAS & TAMMI	19100 BLUE LANE EAST EMILY, MN 56447	EMILY 56447	50	\$88.50	1	\$1,265.53	\$1,354.03
308	21170501	LOT 5 BLOCK 8 (COMMON ELEMENT PARCEL)	HART, DOUGLAS	1885 RIVERVIEW DR HURON SD 57350	EMILY 56447	268	\$474.36	1	\$1,265.53	\$1,739.89
309	21170507	LOT 6 BLOCK 8 (COMMON ELEMENT PARCEL)	DUFFY, DEBRA & SHAWN	19154 BLUE LN E ANDOVER MN 55304	EMILY 56447	480	\$849.60	1	\$1,265.53	\$2,115.13
310	21170544	LOT 7 BLOCK 8 (COMMON ELEMENT PARCEL)	AHLSTROM, JANE	19145 BLUE LANE E EMILY MN 56447	EMILY 56447	613	\$1,085.01	1	\$1,265.53	\$2,350.54
311	21170543	LOT 8 BLOCK 8 (COMMON ELEMENT PARCEL)	AHLSTROM, JANE	583 90TH ST SE EMILY MN 56447	EMILY 56447	235	\$415.95	1	\$1,265.53	\$1,681.48
312	21170542	LOT 9 BLOCK 8 (COMMON ELEMENT PARCEL)	HAWKRIDGE, TIFFANY S & JAMES W	19395 UPLANDER ST NW DELANO MN 55328	EMILY 56447	400	\$708.00	1	\$1,265.53	\$1,973.53
313	21170502	LOT 10 BLOCK 8 (COMMON ELEMENT PARCEL)	ROOKER, JOSHUA A & MANDI	19416 FAYE CT EMILY, MN 56447	EMILY 56447	926	\$1,639.02	1	\$1,265.53	\$2,904.55
314	21170581	LOT 11 BLOCK 8 (COMMON ELEMENT PARCEL)	WILLIAMS, MICHAEL L	17916 JUNKITE ST NW ANOKA MN 55303	EMILY 56447	220	\$389.40	1	\$1,265.53	\$1,654.93
315	21170582	LOT 12 BLOCK 8 (COMMON ELEMENT PARCEL)	SIPPRELL, DAISY ARLENE	1480 LAFOND AVE ST PAUL, MN 55104	EMILY 56447	270	\$477.90	1	\$1,265.53	\$1,743.43
316	21170583	LOT 13 BLOCK 8 (COMMON ELEMENT PARCEL)	SIPPRELL, DAISY ARLENE	1480 LAFOND AVE ST PAUL, MN 55104	EMILY 56447	270	\$477.90	1	\$1,265.53	\$1,743.43
317	21170594	LOT 14 BLOCK 8 (COMMON ELEMENT PARCEL)	TOENYAN, MICHAEL L & KATHLEEN A	820 COPPERSMITH CT INVER HILLS MN 55112	EMILY 56447	290	\$513.30	1	\$1,265.53	\$1,778.83
318	21170595	LOT 15 BLOCK 8 (COMMON ELEMENT PARCEL)	PETERSON, DIANE M	1718 1/2 THORN BLVD NE DELAND MN 55309	EMILY 56447	579	\$1,024.83	1	\$1,265.53	\$2,290.36
319	21170590	LOT 16 BLOCK 8 (COMMON ELEMENT PARCEL)	ROGERS, LOREN D	8181 HENSLOWE AVE S COTTAGE GROVE, MN 55016	EMILY 56447	503	\$690.31	1	\$1,265.53	\$2,155.84
320	21170549	LOT 17 BLOCK 8 (COMMON ELEMENT PARCEL)	HOWARD, MICHAEL G & JENNIFER L	13911 FOUNTAIN AVE N HUGO MN 55038	EMILY 56447	290	\$513.30	1	\$1,265.53	\$1,778.83
321	21170547	LOT 18 BLOCK 8 (COMMON ELEMENT PARCEL)	HOWARD, MICHAEL G & JENNIFER L	13911 FOUNTAIN AVE N HUGO MN 55038	EMILY 56447	297	\$525.69	1	\$1,265.53	\$1,791.22
322	21170548	LOT 19 BLOCK 8 (COMMON ELEMENT PARCEL)	SIPPRELL, KENNETH A & CYNTHIA	1471 SHERBURNE ST PAUL, MN 55104	EMILY 56447	290	\$513.30	1	\$1,265.53	\$1,778.83
323	21170546	LOT 20 BLOCK 8 (COMMON ELEMENT PARCEL)	SIPPRELL, KENNETH A & CYNTHIA	1471 SHERBURNE ST PAUL, MN 55104	EMILY 56447	260	\$460.20	1	\$1,265.53	\$1,725.73
324	21170545	LOT 21 BLOCK 8 (COMMON ELEMENT PARCEL)	PHILSTROM, TORI D	19415 BLUE LANE E EMILY MN 56447	EMILY 56447	335	\$592.95	1	\$1,265.53	\$1,858.48
325	21168507	LOT 22 BLOCK 8 (COMMON ELEMENT PARCEL)	STATE OF MINNESOTA ADMIN BLDG	REAL ESTATE & CONSTRUCTION SERVICES	EMILY 56447	1281	\$2,267.37	1	\$1,265.53	\$3,532.90
326	21168505	LOT 23 BLOCK 8 (COMMON ELEMENT PARCEL)	STATE OF MINNESOTA ADMIN BLDG	REAL ESTATE & CONSTRUCTION SERVICES	EMILY 56447	1281	\$2,267.37	1	\$1,265.53	\$3,532.90
327	21168502	LOT 24 BLOCK 8 (COMMON ELEMENT PARCEL)	FRENCH, CHARLES L & MARILYN	42037 STATE HIGHWAY 6 EMILY MN 56447	EMILY 56447	1294	\$2,290.36	1	\$1,265.53	\$3,555.91





PRELIMINARY SPECIAL ASSESSMENT WORKSHEET

2024 ROAD IMPROVEMENTS  
EMILY, MINNESOTA  
SEH No. EMILY 171857

PRELIMINARY SPECIAL ASSESSMENT RATES  
\$1.77 / LF  
\$1,265.53 / LOT

12/7/2023

Table with 10 columns: ITEM NO., PARCEL ID NO., PROPERTY DESCRIPTION, PROPERTY OWNER, OWNER ADDRESS, PROPERTY ADDRESS, FF ASSESSMENT (LIN FT, ASSESSMENT), LOT ASSESSMENT (EACH, ASSESSMENT), TOTAL PRELIMINARY ASSESSMENT.



PRELIMINARY SPECIAL ASSESSMENT WORKSHEET

2024 ROAD IMPROVEMENTS  
EMILY, MINNESOTA  
SEH No. EMILY 17/1857

PRELIMINARY SPECIAL ASSESSMENT RATES

\$1.77 / LF  
\$1,265.53 / LOT

12/7/2023

ITEM NO.	PARCEL ID NO.	PROPERTY DESCRIPTION	PROPERTY OWNER	OWNER ADDRESS	PROPERTY ADDRESS	FF ASSESSMENT	LOT ASSESSMENT	TOTAL PRELIMINARY ASSESSMENT
361	21230593	THAT PART OF GOV LOT 2 SECTION 22 DESCRIBED AS FOLLOWS: COMM. AT THE THAT PART OF GOV LOT 2 SECTION 22 DESCRIBED AS FOLLOWS: COMM. AT THE	MARBEN, EDWARD J & JOANN C	1440 WOLF DEN CT HUBERTUS WI 53013	21276 MILL RD EMILY 56447	201	\$1,265.53	\$1,265.53
362	21230594	THAT PART OF GOV LOT 2 SECTION 22 DESCRIBED AS FOLLOWS: COMM. AT THE THAT PART OF GOV LOT 2 SECTION 22 DESCRIBED AS FOLLOWS: COMM. AT THE	WROBLEWSKI, LUCIA & ANTHONY & CHRIS	CITY S 300 E APT B CEDAR CITY UT 84720	21280 MILL RD EMILY 56447	100	\$1,265.53	\$1,462.53
363	21230595	THAT PT OF GOV LOT 2 SEC 22 DESC AS A 100 FT WIDE STRIP IN BACK OF LOT 7 OF GARDENHURST PLAT FOR ROAD USE IN GOV. GOVT LOT 2 EXCEPT A 100 FT SQ AREA	MOY, CHARLES & MARTHA REV TRUST	CROWN WINGS COUNTY LAND SERVICES 922 LAUREL ST STE EMILY MN 56447	17427 SUNSET TRL SW PRIOR LAKE MN 55372	111	\$1,265.53	\$1,462.00
414	21159000	GOVT LOT 2 EXCEPT A 100 FT SQ AREA	TAX FORFEITED	0	0	71	\$1,265.53	\$1,391.20
415	21150511	DIRECTLY IN BACK OF LOT 7 OF PLAT. EXCEPT PT OF GL 1 DESC: BEG AT NE COR OF GL 1 & THEN S 30.42E A DIST OF 196FT TO A POINT THEN S 71.5E E LINE OF SD GL 1 A DIST OF 119	MURITZ, RANDALL TRUST (UND 1/2 INT) & VIERKANT, GARY	42145 BIRCHWOOD DR EMILY MN 56447	42145 BIRCHWOOD DR EMILY 56447	762	\$1,265.53	\$2,648.67
416	21220602	PT OF GL 1 DESC: BEG AT NE COR OF SD GL 1 & THEN S 30.42E A DIST OF 196FT TO A POINT THEN S 71.5E E LINE OF SD GL 1 A DIST OF 119	MEACHAM, LIZA B & KRISTOPHER J	3343 MONTEVER AVE S SAVAGE MN 55378	0	469	\$1,265.53	\$2,095.66
417	21220601	THAT PT OF GOV LOT 1 SEC 22 DESC AS FOLLOWS: COMM AT THE NE CORNER OF SAID	GLASSER, EUGENE A & WICKS, KAY C	17427 SUNSET TRL SW PRIOR LAKE MN 55372	EMILY 56447	70	\$1,265.53	\$1,389.43
418	21220600	PT OF GL 1 DESC: BEG AT NE COR OF SD GL 1 & THEN S 30.42E A DIST OF 196FT TO A POINT THEN S 71.5E E LINE OF SD GL 1 A DIST OF 119	WALLACE, JUANITA LOUISE TRUST	912 BUCK RIDGE DR NE 41908 BIRCHWOOD DR EMILY MN 56447	EMILY 56447	130	\$1,265.53	\$1,495.63
419	21220599	PT OF GL 1 DESC: BEG AT NE COR OF SD GL 1 & THEN S 30.42E A DIST OF 196FT TO A POINT THEN S 71.5E E LINE OF SD GL 1 A DIST OF 119	SPINDLER, CALEN C	41908 BIRCHWOOD DR EMILY MN 56447	EMILY 56447	99	\$1,265.53	\$1,440.76
420	21230600	W 200 FT OF GOV LOT 2 SEC 22 DESC AS FOLLOWS: COMM AT THE NE CORNER OF SAID	WEST, DANIEL W & BONNIE L	7515 LANEWOOD LN MAPLE GROVE MN 55311	EMILY 56447	240	\$1,265.53	\$1,690.33
421	21230599	PT OF GL 1 & NELY OF EXIST TRAVEL PUBLIC RD SD GL 1 & NELY OF THE W 400 FT OF	CARLTON FAMILY REV LIV TRUST (THE)	41684 BIRCHWOOD DR EMILY, MN 56447	EMILY 56447	259	\$1,265.53	\$1,723.96
422	21230510	N 375 FT OF S 900 FT OF W 300 FT OF SE 1/4 OF SD GL 1 & NELY OF EXIST TRAVEL PUBLIC RD	CARLTON, STEVEN C & KATHERINE D	41588 BIRCHWOOD DR EMILY, MN 56447	EMILY 56447	748	\$1,265.53	\$2,989.49
423	21230606	S 475 FT OF W 1/2 OF SE 1/4 OF NW 1/4 LYING ELY OF ELY ROW LINE OF EXIST PUBLIC RD SW COR OF GL 2 SD SEC 23 THEN S 89D 31729'E	CORNERSTONE MINISTRIES INC	41536 BIRCHWOOD DR EMILY, MN 56447	EMILY 56447	406	\$1,265.53	\$1,984.15
424	21230559	PT OF GL 1 & SE 1/4 OF NW 1/4 LYING ELY OF ELY ROW LINE OF EXIST PUBLIC RD SW COR OF GL 2 SD SEC 23 THEN S 89D 31729'E	MUELLER, BRAD L & KIMBERLY K	41519 BIRCHWOOD DR EMILY, MN 56447	EMILY 56447	487	\$1,265.53	\$2,145.22
425	21230557	PT OF GL 1 & SE 1/4 OF NW 1/4 LYING ELY OF ELY ROW LINE OF EXIST PUBLIC RD SW COR OF GL 2 SD SEC 23 THEN S 89D 31729'E	SIX SEAS LLC	41523 BIRCHWOOD DR EMILY MN 56447	EMILY 56447	94	\$1,265.53	\$1,431.91
426	21230568	PT OF GL 1 & SE 1/4 OF NW 1/4 LYING ELY OF ELY ROW LINE OF EXIST PUBLIC RD SW COR OF GL 2 SD SEC 23 THEN S 89D 31729'E	HALL, JANE CARLTON & JACK D	41523 BIRCHWOOD DR EMILY MN 56447	EMILY 56447	119	\$1,265.53	\$1,476.16
427	21230519	PT OF GL 1 & SE 1/4 OF NW 1/4 LYING ELY OF ELY ROW LINE OF EXIST PUBLIC RD SW COR OF GL 2 SD SEC 23 THEN S 89D 31729'E	CARLTON FAMILY REV LIV TRUST (THE)	41567 BIRCHWOOD DR EMILY, MN 56447	EMILY 56447	379	\$1,265.53	\$1,936.36
430	21230620	LOT 10 & PT OF VACATED OR TO BE VACATED RUTH LAKE DR SD PLAT & GL 1 SEC 23 DESC:	CLARK, SUSAN C LIV TRUST	41567 BIRCHWOOD DR EMILY, MN 56447	EMILY 56447	100	\$1,265.53	\$1,442.53
431	21230621	LOT 9 & PT OF VACATED OR TO BE VACATED RUTH LAKE DR SD PLAT & GL 1 SEC 23 DESC:	CURTIS, CORRINE L	41619 BIRCHWOOD DR EMILY, MN 56447	EMILY 56447	203	\$1,265.53	\$1,624.84
432	21230622	LOT 8	SCHMITT, MICHAEL T & CHERYL S	41633 BIRCHWOOD DR EMILY, MN 56447	EMILY 56447	33	\$1,265.53	\$1,323.94
433	21230623	PT OF LOT 7 ANDERSONS NORWAY BEACH BEG AT SELY COR OF SD LOT 7 THEN NLY ALG A LINE DRAWN PARALLEL TO AND 100 FT SLY	REWARD, THOMAS A	12720 RIVERVIEW TRL STILLWATER, MN 55092	EMILY 56447	134	\$1,265.53	\$1,902.71
434	21230624	PT OF LOT 7 ANDERSONS NORWAY BEACH BEG AT SELY COR OF SD LOT 7 THEN NLY ALG A LINE DRAWN PARALLEL TO AND 100 FT SLY	LOGSDON, JASON & VALERIE LOGSDON	NVA 2016 TNT	EMILY 56447	117	\$1,265.53	\$1,472.62
435	21230625	PT OF LOT 7 ANDERSONS NORWAY BEACH BEG AT SELY COR OF SD LOT 7 THEN NLY ALG A LINE DRAWN PARALLEL TO AND 100 FT SLY	MARTIN, GERALD J & RANDONA A	1851 HARBOR ISLAND DR APT 51685 BIRCHWOOD DR EMILY 56447	EMILY 56447	134	\$1,265.53	\$1,902.71
436	21230626	PT OF LOT 7 ANDERSONS NORWAY BEACH BEG AT SELY COR OF SD LOT 7 THEN NLY ALG A LINE DRAWN PARALLEL TO AND 100 FT SLY	GRANLUND, LELAND R & SUSAN	785 MACIVER AVE NE ALBERTVILLE, MN 55301	EMILY 56447	101	\$1,265.53	\$1,444.30
437	21230627	LOT 16	KELLY LIVING TRUST LTD 6-15-07	795 MILLWOOD AVE ROSEVILLE MN 55113	EMILY 56447	112	\$1,265.53	\$1,463.77
438	21230628	LOT 5	KOLLING, SUSAN K REVOCABLE TRUST	288 OAKWOOD DR SHOREVIEW, MN 55126	EMILY 56447	116	\$1,265.53	\$1,470.85
439	21230629	LOT 3 & 4, EX THAT PT OF SD LOT 3 DAF: BEG AT THE MOST NLY COR OF SD LOT 3 THEN S	KOLLING BROS LLC	22861 OAK HILL DR SPRING VALLEY, MN 55975	EMILY 56447	118	\$1,265.53	\$1,474.39
440	21230630	LOT 2	KOLLING, CHRISTOPHER P & ANN M	PO BOX 227 SPRING VALLEY MN 55975	EMILY 56447	106	\$1,265.53	\$1,453.15
441	21230631	LOT 1	WEST, DANIEL W & BONNIE L	4255 OAK DR LN MINNE TORNA EMILY MN 56447	EMILY 56447	131	\$1,265.53	\$1,497.40
442	21230632	THAT PART OF GOV LOT 1 22 136 26 DESC. AS FOL. BEG. WITH THE INTERSECTION OF THE E. THAT PART OF GOV LOT 1 22 136 26 DESC. AS FOL. BEG. AT A POINT ON THE E. BNDRY LINE	RETITHE, BRIAN W & CARRHEN L	7515 LANEWOOD LN MAPLE GROVE MN 55311	EMILY 56447	202	\$1,265.53	\$1,623.07
443	21230633	THAT PART OF GOV LOT 1 22 136 26 DESC. AS FOL. BEG. WITH THE INTERSECTION OF THE E. THAT PART OF GOV LOT 1 22 136 26 DESC. AS FOL. BEG. AT A POINT ON THE E. BNDRY LINE	HANOWSKI FAMILY TRUST	10749 TAMARACK CIR NW COON RAPIDS MN 55433	EMILY 56447	81	\$1,265.53	\$1,408.90
444	21230634	THAT PART OF GOV LOT 1 22 136 26 DESC. AS FOL. BEG. WITH THE INTERSECTION OF THE E. THAT PART OF GOV LOT 1 22 136 26 DESC. AS FOL. BEG. AT A POINT ON THE E. BNDRY LINE	HANOWSKI FAMILY TRUST	PO BOX 176 EMILY MN 56447	EMILY 56447	98	\$1,265.53	\$1,438.99





PRELIMINARY SPECIAL ASSESSMENT WORKSHEET

2024 ROAD IMPROVEMENTS  
EMILY, MINNESOTA  
SEH No. EMILY 17185/

PRELIMINARY SPECIAL ASSESSMENT RATES  
\$1177 /LF  
\$1,265.53 /LOT

12/7/2023

ITEM NO.	PARCEL ID NO.	PROPERTY DESCRIPTION	PROPERTY OWNER	OWNER ADDRESS	PROPERTY ADDRESS	FF ASSESSMENT		LOT ASSESSMENT		TOTAL PRELIMINARY ASSESSMENT
						LN FT	ASSESSMENT	EACH	ASSESSMENT	
445	21220598	BEG. AT A POINT ON THE E. LINE OF GOV. LOT 7 22 138 26 WEST OF THE 5TH P.M. ACCORDING TO LOT 1 DESC. PT WHICH LIES SLY & ELY OF A LINE RUN ACROSS SD LOT FROM A POINT LOTS 8 & 9	MONETTE, THOMAS J & HEATHER N	2434 164TH LN NW ANDOVER, MN 55304	41839 BIRCHWOOD DR EMILY 56447	72	\$127.44	1	\$1,265.53	\$1,392.97
446	21220592	PT OF GOV LOT 4 DESC AS FOLLOWS: THAT PART OF GOV LOT 4 DESC AS FOLLOWS: COMM AT THE MOST NLY CORNER OF LOT 17 N 140 FT OF S 773.89 FT OF GL 4 WHICH LIES W/LY OF W/LY ROW LINE OF POPLAR DR EXC UNPLATED PT OF GL 4 EXC PT OF GL 4 DESC COMM AT MOST NLY COR OF LOT 17 OF THE N 205 FT OF GOV. LOT 5 SECTION 22 LYING W/LY OF THE W/LY ROW LINE POPLAR DRIVE THE S. 205 FT OF THE N. 470 FT OF THAT PART OF GOV LOT 3 SECTION 22 WHICH LIES W/LY OF GOV. LOT 5 SECTION 22 LYING W. OF W/LY DESCRIBED AS FOLLOWS. COMM. AT THE SW COR OF GOV. LOT 5 SECTION 22 SEC 22 THEN 215' W ASSM BEAR 413.38 FT GOV. LOT 1 NW 1/4 OF NW 1/4 27 138 26 EX. PART PLATTED AS RUTH LAKE SHORES' AND EX. 1 LOTS 43 & 44, RUTH LAKE SHORES EXCEPT LOTS 1 & 2	KRAMER, MICHELLE LIVING TRUST POULE, WILLIAM J & CARMEL J MEACHAM, LIZA B & KRISTOPHER J VIKANT, GARY	41849 BIRCHWOOD DR EMILY 56447 16317 HUTCHINSON DR EMILY 56447 1315 WILSON AVE S SAVAGE, MN 55378 2718 BRYANT AVE S MINNEAPOLIS, MN 55420 112 CREEKSIDE DR MANKATO, MN 56001 112 CREEKSIDE DR MANKATO, MN 56001	41849 BIRCHWOOD DR EMILY 56447 41901 BIRCHWOOD DR EMILY 56447 41901 BIRCHWOOD DR EMILY 56447 41927 BIRCHWOOD DR EMILY 56447 41941 BIRCHWOOD DR EMILY 56447	307	\$343.39	1	\$1,265.53	\$1,808.92
447	21220531	LOT 7				146	\$258.42	1	\$1,265.53	\$1,523.95
448	21220532	LOT 6				71	\$125.67	1	\$1,265.53	\$1,391.20
449	21220534	LOT 5				87	\$151.98	1	\$1,265.53	\$1,417.51
451	21220535	PT OF LOT 4 WHICH LIES SLY OF FOL DESC LINE. COMM AT SE COR OF SD LOT 4 THEN NLY OF FOL DESC LINE. COMM AT SE COR OF LOT 2	JOHNSON, JAMES LAVERNE & LEE ANN JOHNSON, JAMES LAVERNE & LEE ANN GRAITHEN, RICHARD F II & LISA M	9590 COLLEGE TRL INVER GROVE HTS, MN 55076 19680 IRONTON CIR NW ELK RIVER, MN 55330 20 DAVID & ROSEMARY COURT WOODBINE SHIRE CT 1138 BRIDGEWATER CIR VADONA HEIGHTS, MN 55127	41973 BIRCHWOOD DR EMILY 56447 41973 BIRCHWOOD DR EMILY 56447 41973 BIRCHWOOD DR EMILY 56447 41973 BIRCHWOOD DR EMILY 56447	95	\$168.15	1	\$1,265.53	\$1,433.68
454	21220536	LOT 1	BROSCH FAMILY CABIN TRUST 6-19-18	2069 DELAWARE AVE MENDOTA HEIGHTS, MN 55118	41987 BIRCHWOOD DR EMILY 56447	90	\$189.30	1	\$1,265.53	\$1,454.83
455	21150507	LOT 1	HANSEN, WILLIAM R	4138 BRIDGEWATER CIR VADONA HEIGHTS, MN 55127	41987 BIRCHWOOD DR EMILY 56447	149	\$263.73	1	\$1,265.53	\$1,529.26
456	21150506	LOT 2	FRATIS REC LLC	3206 SPRUCE ST LITTLE CANADA, MN 55117	42023 BIRCHWOOD DR EMILY 56447	150	\$265.50	1	\$1,265.53	\$1,531.03
457	21150505	LOT 3	GUGGEMOS, YVONNE C TRUST AGR	21042 BABCOCK AVE LESTER PHAIRIE, MN 55354	42048 BIRCHWOOD DR EMILY 56447	112	\$198.24	1	\$1,265.53	\$1,463.77
458	21150504	LOT 4	YC GUGGEMOS LLC	21042 BABCOCK AVE LESTER PHAIRIE, MN 55354	42048 BIRCHWOOD DR EMILY 56447	110	\$194.70	1	\$1,265.53	\$1,460.23
459	21150503	LOT 5	GONTAREN, GREGORY & KATHERINE (1/2)	7502 TEAL RD XGODOLUR, MN 55255-1416	42101 BIRCHWOOD DR EMILY 56447	110	\$194.70	1	\$1,265.53	\$1,460.23
460	21150502	LOT 6	TIMMONS, SHARON ESTHER	42123 BIRCHWOOD DR EMILY 56447	42123 BIRCHWOOD DR EMILY 56447	115	\$203.55	1	\$1,265.53	\$1,469.08
461	21150501	LOT 7	MORITZ, RANDALL TRUST (UND 1/2 INT) & MORITZ, RANDALL TRUST (UND 1/2 INT) & ANDREWS, MARYETTA LOUISE TRUST	42145 BIRCHWOOD DR EMILY 56447 42145 BIRCHWOOD DR EMILY 56447	42145 BIRCHWOOD DR EMILY 56447	92	\$162.84	1	\$1,265.53	\$1,428.37
462	21150512	THAT PART OF GOV LOT 2 DESC AS FOLLOWS: THAT PT OF GOV LOT 4 DESC AS FOLLOWS: COMM AT THE MOST NLY CORNER OF LOT 17 W/LY OF W/LY ROW LINE OF POPLAR DR EXC UNPLATED PT OF GL 4 EXC PT OF GL 4 DESC COMM AT MOST NLY COR OF LOT 17 OF THE N 205 FT OF GOV. LOT 5 SECTION 22 LYING W/LY OF THE W/LY ROW LINE POPLAR DRIVE THE S. 205 FT OF THE N. 470 FT OF THAT PART OF GOV LOT 3 SECTION 22 WHICH LIES W/LY OF GOV. LOT 5 SECTION 22 LYING W. OF W/LY DESCRIBED AS FOLLOWS. COMM. AT THE SW COR OF GOV. LOT 5 SECTION 22 SEC 22 THEN 215' W ASSM BEAR 413.38 FT GOV. LOT 1 NW 1/4 OF NW 1/4 27 138 26 EX. PART PLATTED AS RUTH LAKE SHORES' AND EX. 1 LOTS 43 & 44, RUTH LAKE SHORES EXCEPT LOTS 1 & 2	ANDREWS, MARYETTA LOUISE TRUST ROHWER FAMILY REVOCABLE TRUST BRANNAN, MARLENE H LIVING TRUST WARTIN, NICOLE GOODNATURE, DANIEL P & ELLEN S MINER, RICHARD L & PATRICIA L DARVEAUX, KEVIN J & VICKY BRANNAN, DERRICK LEE RUSSELL, JOSEPH T REVOCABLE LIVING TRUST ANDERSON, AJAY & DIXIE M TRUSTEES REYNOLDS, MARY KAY	41373 POPLAR DR EMILY 56447 41373 POPLAR DR EMILY 56447 2865 LAKE SARAH RD INDEPENDENCE, MN 55359 2413 3RD ST NW DODGE, MN 55910 PO BOX 63 DODGE, MN 56662 41141 POPLAR DR EMILY 56447 789 WILLOW GLEN DRIVE BUFFALO, MN 55313 1070 17TH AVE SE MINNEAPOLIS, MN 55414 40900 POPLAR DR EMILY MN 56447 40930 POPLAR DR EMILY 56447 40930 POPLAR DR EMILY MN 56447 18468 IRONTON CIR NW ELK RIVER, MN 55339 1070 17TH AVE SE MINNEAPOLIS, MN 55414 1070 17TH AVE SE MINNEAPOLIS, MN 55414 40980 POPLAR DR EMILY 56447	100	\$177.00	1	\$1,265.53	\$1,442.53	
473	21220567	THAT PT OF GOV LOT 4 DESC AS FOLLOWS: COMM AT THE MOST NLY CORNER OF LOT 17 W/LY OF W/LY ROW LINE OF POPLAR DR EXC UNPLATED PT OF GL 4 EXC PT OF GL 4 DESC COMM AT MOST NLY COR OF LOT 17 OF THE N 205 FT OF GOV. LOT 5 SECTION 22 LYING W/LY OF THE W/LY ROW LINE POPLAR DRIVE THE S. 205 FT OF THE N. 470 FT OF THAT PART OF GOV LOT 3 SECTION 22 WHICH LIES W/LY OF GOV. LOT 5 SECTION 22 LYING W. OF W/LY DESCRIBED AS FOLLOWS. COMM. AT THE SW COR OF GOV. LOT 5 SECTION 22 SEC 22 THEN 215' W ASSM BEAR 413.38 FT GOV. LOT 1 NW 1/4 OF NW 1/4 27 138 26 EX. PART PLATTED AS RUTH LAKE SHORES' AND EX. 1 LOTS 43 & 44, RUTH LAKE SHORES EXCEPT LOTS 1 & 2	ANDREWS, MARYETTA LOUISE TRUST ROHWER FAMILY REVOCABLE TRUST BRANNAN, MARLENE H LIVING TRUST WARTIN, NICOLE GOODNATURE, DANIEL P & ELLEN S MINER, RICHARD L & PATRICIA L DARVEAUX, KEVIN J & VICKY BRANNAN, DERRICK LEE RUSSELL, JOSEPH T REVOCABLE LIVING TRUST ANDERSON, AJAY & DIXIE M TRUSTEES REYNOLDS, MARY KAY KORINEK, BRETT J & DAWN RUSSELL, JOSEPH T REVOCABLE LIVING TRUST RUSSELL, JOSEPH T REVOCABLE LIVING TRUST	41373 POPLAR DR EMILY 56447 41373 POPLAR DR EMILY 56447 2865 LAKE SARAH RD INDEPENDENCE, MN 55359 2413 3RD ST NW DODGE, MN 55910 PO BOX 63 DODGE, MN 56662 41141 POPLAR DR EMILY 56447 789 WILLOW GLEN DRIVE BUFFALO, MN 55313 1070 17TH AVE SE MINNEAPOLIS, MN 55414 40900 POPLAR DR EMILY MN 56447 40930 POPLAR DR EMILY 56447 40930 POPLAR DR EMILY MN 56447 18468 IRONTON CIR NW ELK RIVER, MN 55339 1070 17TH AVE SE MINNEAPOLIS, MN 55414 1070 17TH AVE SE MINNEAPOLIS, MN 55414 40980 POPLAR DR EMILY 56447	100	\$177.00	1	\$1,265.53	\$1,442.53	
474	21220568	THAT PART OF GOV LOT 5 SECTION 22 SEC 22 THEN 215' W ASSM BEAR 413.38 FT GOV. LOT 1 NW 1/4 OF NW 1/4 27 138 26 EX. PART PLATTED AS RUTH LAKE SHORES' AND EX. 1 LOTS 43 & 44, RUTH LAKE SHORES EXCEPT LOTS 1 & 2	ANDREWS, MARYETTA LOUISE TRUST ROHWER FAMILY REVOCABLE TRUST BRANNAN, MARLENE H LIVING TRUST WARTIN, NICOLE GOODNATURE, DANIEL P & ELLEN S MINER, RICHARD L & PATRICIA L DARVEAUX, KEVIN J & VICKY BRANNAN, DERRICK LEE RUSSELL, JOSEPH T REVOCABLE LIVING TRUST ANDERSON, AJAY & DIXIE M TRUSTEES REYNOLDS, MARY KAY KORINEK, BRETT J & DAWN RUSSELL, JOSEPH T REVOCABLE LIVING TRUST RUSSELL, JOSEPH T REVOCABLE LIVING TRUST	41373 POPLAR DR EMILY 56447 41373 POPLAR DR EMILY 56447 2865 LAKE SARAH RD INDEPENDENCE, MN 55359 2413 3RD ST NW DODGE, MN 55910 PO BOX 63 DODGE, MN 56662 41141 POPLAR DR EMILY 56447 789 WILLOW GLEN DRIVE BUFFALO, MN 55313 1070 17TH AVE SE MINNEAPOLIS, MN 55414 40900 POPLAR DR EMILY MN 56447 40930 POPLAR DR EMILY 56447 40930 POPLAR DR EMILY MN 56447 18468 IRONTON CIR NW ELK RIVER, MN 55339 1070 17TH AVE SE MINNEAPOLIS, MN 55414 1070 17TH AVE SE MINNEAPOLIS, MN 55414 40980 POPLAR DR EMILY 56447	100	\$177.00	1	\$1,265.53	\$1,442.53	
475	21220569	UNPLATED PT OF GL 4 EXC PT OF GL 4 DESC COMM AT MOST NLY COR OF LOT 17 OF THE N 205 FT OF GOV. LOT 5 SECTION 22 LYING W/LY OF THE W/LY ROW LINE POPLAR DRIVE THE S. 205 FT OF THE N. 470 FT OF THAT PART OF GOV LOT 3 SECTION 22 WHICH LIES W/LY OF GOV. LOT 5 SECTION 22 LYING W. OF W/LY DESCRIBED AS FOLLOWS. COMM. AT THE SW COR OF GOV. LOT 5 SECTION 22 SEC 22 THEN 215' W ASSM BEAR 413.38 FT GOV. LOT 1 NW 1/4 OF NW 1/4 27 138 26 EX. PART PLATTED AS RUTH LAKE SHORES' AND EX. 1 LOTS 43 & 44, RUTH LAKE SHORES EXCEPT LOTS 1 & 2	ANDREWS, MARYETTA LOUISE TRUST ROHWER FAMILY REVOCABLE TRUST BRANNAN, MARLENE H LIVING TRUST WARTIN, NICOLE GOODNATURE, DANIEL P & ELLEN S MINER, RICHARD L & PATRICIA L DARVEAUX, KEVIN J & VICKY BRANNAN, DERRICK LEE RUSSELL, JOSEPH T REVOCABLE LIVING TRUST ANDERSON, AJAY & DIXIE M TRUSTEES REYNOLDS, MARY KAY KORINEK, BRETT J & DAWN RUSSELL, JOSEPH T REVOCABLE LIVING TRUST RUSSELL, JOSEPH T REVOCABLE LIVING TRUST	41373 POPLAR DR EMILY 56447 41373 POPLAR DR EMILY 56447 2865 LAKE SARAH RD INDEPENDENCE, MN 55359 2413 3RD ST NW DODGE, MN 55910 PO BOX 63 DODGE, MN 56662 41141 POPLAR DR EMILY 56447 789 WILLOW GLEN DRIVE BUFFALO, MN 55313 1070 17TH AVE SE MINNEAPOLIS, MN 55414 40900 POPLAR DR EMILY MN 56447 40930 POPLAR DR EMILY 56447 40930 POPLAR DR EMILY MN 56447 18468 IRONTON CIR NW ELK RIVER, MN 55339 1070 17TH AVE SE MINNEAPOLIS, MN 55414 1070 17TH AVE SE MINNEAPOLIS, MN 55414 40980 POPLAR DR EMILY 56447	100	\$177.00	1	\$1,265.53	\$1,442.53	
476	21220565	THE N 205 FT OF GOV. LOT 5 SECTION 22 LYING W/LY OF THE W/LY ROW LINE POPLAR DRIVE THE S. 205 FT OF THE N. 470 FT OF THAT PART OF GOV LOT 3 SECTION 22 WHICH LIES W/LY OF GOV. LOT 5 SECTION 22 LYING W. OF W/LY DESCRIBED AS FOLLOWS. COMM. AT THE SW COR OF GOV. LOT 5 SECTION 22 SEC 22 THEN 215' W ASSM BEAR 413.38 FT GOV. LOT 1 NW 1/4 OF NW 1/4 27 138 26 EX. PART PLATTED AS RUTH LAKE SHORES' AND EX. 1 LOTS 43 & 44, RUTH LAKE SHORES EXCEPT LOTS 1 & 2	ANDREWS, MARYETTA LOUISE TRUST ROHWER FAMILY REVOCABLE TRUST BRANNAN, MARLENE H LIVING TRUST WARTIN, NICOLE GOODNATURE, DANIEL P & ELLEN S MINER, RICHARD L & PATRICIA L DARVEAUX, KEVIN J & VICKY BRANNAN, DERRICK LEE RUSSELL, JOSEPH T REVOCABLE LIVING TRUST ANDERSON, AJAY & DIXIE M TRUSTEES REYNOLDS, MARY KAY KORINEK, BRETT J & DAWN RUSSELL, JOSEPH T REVOCABLE LIVING TRUST RUSSELL, JOSEPH T REVOCABLE LIVING TRUST	41373 POPLAR DR EMILY 56447 41373 POPLAR DR EMILY 56447 2865 LAKE SARAH RD INDEPENDENCE, MN 55359 2413 3RD ST NW DODGE, MN 55910 PO BOX 63 DODGE, MN 56662 41141 POPLAR DR EMILY 56447 789 WILLOW GLEN DRIVE BUFFALO, MN 55313 1070 17TH AVE SE MINNEAPOLIS, MN 55414 40900 POPLAR DR EMILY MN 56447 40930 POPLAR DR EMILY 56447 40930 POPLAR DR EMILY MN 56447 18468 IRONTON CIR NW ELK RIVER, MN 55339 1070 17TH AVE SE MINNEAPOLIS, MN 55414 1070 17TH AVE SE MINNEAPOLIS, MN 55414 40980 POPLAR DR EMILY 56447	100	\$177.00	1	\$1,265.53	\$1,442.53	
477	21220564	THE N 205 FT OF GOV. LOT 5 SECTION 22 LYING W/LY OF THE W/LY ROW LINE POPLAR DRIVE THE S. 205 FT OF THE N. 470 FT OF THAT PART OF GOV LOT 3 SECTION 22 WHICH LIES W/LY OF GOV. LOT 5 SECTION 22 LYING W. OF W/LY DESCRIBED AS FOLLOWS. COMM. AT THE SW COR OF GOV. LOT 5 SECTION 22 SEC 22 THEN 215' W ASSM BEAR 413.38 FT GOV. LOT 1 NW 1/4 OF NW 1/4 27 138 26 EX. PART PLATTED AS RUTH LAKE SHORES' AND EX. 1 LOTS 43 & 44, RUTH LAKE SHORES EXCEPT LOTS 1 & 2	ANDREWS, MARYETTA LOUISE TRUST ROHWER FAMILY REVOCABLE TRUST BRANNAN, MARLENE H LIVING TRUST WARTIN, NICOLE GOODNATURE, DANIEL P & ELLEN S MINER, RICHARD L & PATRICIA L DARVEAUX, KEVIN J & VICKY BRANNAN, DERRICK LEE RUSSELL, JOSEPH T REVOCABLE LIVING TRUST ANDERSON, AJAY & DIXIE M TRUSTEES REYNOLDS, MARY KAY KORINEK, BRETT J & DAWN RUSSELL, JOSEPH T REVOCABLE LIVING TRUST RUSSELL, JOSEPH T REVOCABLE LIVING TRUST	41373 POPLAR DR EMILY 56447 41373 POPLAR DR EMILY 56447 2865 LAKE SARAH RD INDEPENDENCE, MN 55359 2413 3RD ST NW DODGE, MN 55910 PO BOX 63 DODGE, MN 56662 41141 POPLAR DR EMILY 56447 789 WILLOW GLEN DRIVE BUFFALO, MN 55313 1070 17TH AVE SE MINNEAPOLIS, MN 55414 40900 POPLAR DR EMILY MN 56447 40930 POPLAR DR EMILY 56447 40930 POPLAR DR EMILY MN 56447 18468 IRONTON CIR NW ELK RIVER, MN 55339 1070 17TH AVE SE MINNEAPOLIS, MN 55414 1070 17TH AVE SE MINNEAPOLIS, MN 55414 40980 POPLAR DR EMILY 56447	100	\$177.00	1	\$1,265.53	\$1,442.53	
478	21220560	UNPLATED PT OF GL 4 EXC PT OF GL 4 DESC COMM AT MOST NLY COR OF LOT 17 OF THE N 205 FT OF GOV. LOT 5 SECTION 22 LYING W/LY OF THE W/LY ROW LINE POPLAR DRIVE THE S. 205 FT OF THE N. 470 FT OF THAT PART OF GOV LOT 3 SECTION 22 WHICH LIES W/LY OF GOV. LOT 5 SECTION 22 LYING W. OF W/LY DESCRIBED AS FOLLOWS. COMM. AT THE SW COR OF GOV. LOT 5 SECTION 22 SEC 22 THEN 215' W ASSM BEAR 413.38 FT GOV. LOT 1 NW 1/4 OF NW 1/4 27 138 26 EX. PART PLATTED AS RUTH LAKE SHORES' AND EX. 1 LOTS 43 & 44, RUTH LAKE SHORES EXCEPT LOTS 1 & 2	ANDREWS, MARYETTA LOUISE TRUST ROHWER FAMILY REVOCABLE TRUST BRANNAN, MARLENE H LIVING TRUST WARTIN, NICOLE GOODNATURE, DANIEL P & ELLEN S MINER, RICHARD L & PATRICIA L DARVEAUX, KEVIN J & VICKY BRANNAN, DERRICK LEE RUSSELL, JOSEPH T REVOCABLE LIVING TRUST ANDERSON, AJAY & DIXIE M TRUSTEES REYNOLDS, MARY KAY KORINEK, BRETT J & DAWN RUSSELL, JOSEPH T REVOCABLE LIVING TRUST RUSSELL, JOSEPH T REVOCABLE LIVING TRUST	41373 POPLAR DR EMILY 56447 41373 POPLAR DR EMILY 56447 2865 LAKE SARAH RD INDEPENDENCE, MN 55359 2413 3RD ST NW DODGE, MN 55910 PO BOX 63 DODGE, MN 56662 41141 POPLAR DR EMILY 56447 789 WILLOW GLEN DRIVE BUFFALO, MN 55313 1070 17TH AVE SE MINNEAPOLIS, MN 55414 40900 POPLAR DR EMILY MN 56447 40930 POPLAR DR EMILY 56447 40930 POPLAR DR EMILY MN 56447 18468 IRONTON CIR NW ELK RIVER, MN 55339 1070 17TH AVE SE MINNEAPOLIS, MN 55414 1070 17TH AVE SE MINNEAPOLIS, MN 55414 40980 POPLAR DR EMILY 56447	100	\$177.00	1	\$1,265.53	\$1,442.53	
479	21220582	THAT PART OF GOV LOT 5 SECTION 22 SEC 22 THEN 215' W ASSM BEAR 413.38 FT GOV. LOT 1 NW 1/4 OF NW 1/4 27 138 26 EX. PART PLATTED AS RUTH LAKE SHORES' AND EX. 1 LOTS 43 & 44, RUTH LAKE SHORES EXCEPT LOTS 1 & 2	ANDREWS, MARYETTA LOUISE TRUST ROHWER FAMILY REVOCABLE TRUST BRANNAN, MARLENE H LIVING TRUST WARTIN, NICOLE GOODNATURE, DANIEL P & ELLEN S MINER, RICHARD L & PATRICIA L DARVEAUX, KEVIN J & VICKY BRANNAN, DERRICK LEE RUSSELL, JOSEPH T REVOCABLE LIVING TRUST ANDERSON, AJAY & DIXIE M TRUSTEES REYNOLDS, MARY KAY KORINEK, BRETT J & DAWN RUSSELL, JOSEPH T REVOCABLE LIVING TRUST RUSSELL, JOSEPH T REVOCABLE LIVING TRUST	41373 POPLAR DR EMILY 56447 41373 POPLAR DR EMILY 56447 2865 LAKE SARAH RD INDEPENDENCE, MN 55359 2413 3RD ST NW DODGE, MN 55910 PO BOX 63 DODGE, MN 56662 41141 POPLAR DR EMILY 56447 789 WILLOW GLEN DRIVE BUFFALO, MN 55313 1070 17TH AVE SE MINNEAPOLIS, MN 55414 40900 POPLAR DR EMILY MN 56447 40930 POPLAR DR EMILY 56447 40930 POPLAR DR EMILY MN 56447 18468 IRONTON CIR NW ELK RIVER, MN 55339 1070 17TH AVE SE MINNEAPOLIS, MN 55414 1070 17TH AVE SE MINNEAPOLIS, MN 55414 40980 POPLAR DR EMILY 56447	100	\$177.00	1	\$1,265.53	\$1,442.53	
480	21220563	PT OF GL 5 DESC: BEG AT JIM AT SW COR OF SD SEC 22 THEN 215' W ASSM BEAR 413.38 FT GOV. LOT 1 NW 1/4 OF NW 1/4 27 138 26 EX. PART PLATTED AS RUTH LAKE SHORES' AND EX. 1 LOTS 43 & 44, RUTH LAKE SHORES EXCEPT LOTS 1 & 2	ANDREWS, MARYETTA LOUISE TRUST ROHWER FAMILY REVOCABLE TRUST BRANNAN, MARLENE H LIVING TRUST WARTIN, NICOLE GOODNATURE, DANIEL P & ELLEN S MINER, RICHARD L & PATRICIA L DARVEAUX, KEVIN J & VICKY BRANNAN, DERRICK LEE RUSSELL, JOSEPH T REVOCABLE LIVING TRUST ANDERSON, AJAY & DIXIE M TRUSTEES REYNOLDS, MARY KAY KORINEK, BRETT J & DAWN RUSSELL, JOSEPH T REVOCABLE LIVING TRUST RUSSELL, JOSEPH T REVOCABLE LIVING TRUST	41373 POPLAR DR EMILY 56447 41373 POPLAR DR EMILY 56447 2865 LAKE SARAH RD INDEPENDENCE, MN 55359 2413 3RD ST NW DODGE, MN 55910 PO BOX 63 DODGE, MN 56662 41141 POPLAR DR EMILY 56447 789 WILLOW GLEN DRIVE BUFFALO, MN 55313 1070 17TH AVE SE MINNEAPOLIS, MN 55414 40900 POPLAR DR EMILY MN 56447 40930 POPLAR DR EMILY 56447 40930 POPLAR DR EMILY MN 56447 18468 IRONTON CIR NW ELK RIVER, MN 55339 1070 17TH AVE SE MINNEAPOLIS, MN 55414 1070 17TH AVE SE MINNEAPOLIS, MN 55414 40980 POPLAR DR EMILY 56447	100	\$177.00	1	\$1,265.53	\$1,442.53	
481	21210157	GOV. LOT 1 NW 1/4 OF NW 1/4 27 138 26 EX. PART PLATTED AS RUTH LAKE SHORES' AND EX. 1 LOTS 43 & 44, RUTH LAKE SHORES EXCEPT LOTS 1 & 2	ANDREWS, MARYETTA LOUISE TRUST ROHWER FAMILY REVOCABLE TRUST BRANNAN, MARLENE H LIVING TRUST WARTIN, NICOLE GOODNATURE, DANIEL P & ELLEN S MINER, RICHARD L & PATRICIA L DARVEAUX, KEVIN J & VICKY BRANNAN, DERRICK LEE RUSSELL, JOSEPH T REVOCABLE LIVING TRUST ANDERSON, AJAY & DIXIE M TRUSTEES REYNOLDS, MARY KAY KORINEK, BRETT J & DAWN RUSSELL, JOSEPH T REVOCABLE LIVING TRUST RUSSELL, JOSEPH T REVOCABLE LIVING TRUST	41373 POPLAR DR EMILY 56447 41373 POPLAR DR EMILY 56447 2865 LAKE SARAH RD INDEPENDENCE, MN 55359 2413 3RD ST NW DODGE, MN 55910 PO BOX 63 DODGE, MN 56662 41141 POPLAR DR EMILY 56447 789 WILLOW GLEN DRIVE BUFFALO, MN 55313 1070 17TH AVE SE MINNEAPOLIS, MN 55414 40900 POPLAR DR EMILY MN 56447 40930 POPLAR DR EMILY 56447 40930 POPLAR DR EMILY MN 56447 18468 IRONTON CIR NW ELK RIVER, MN 55339 1070 17TH AVE SE MINNEAPOLIS, MN 55414 1070 17TH AVE SE MINNEAPOLIS, MN 55414 40980 POPLAR DR EMILY 56447	100	\$177.00	1	\$1,265.53	\$1,442.53	
482	21210524	PLATTED AS RUTH LAKE SHORES' AND EX. 1 LOTS 43 & 44, RUTH LAKE SHORES EXCEPT LOTS 1 & 2	ANDREWS, MARYETTA LOUISE TRUST ROHWER FAMILY REVOCABLE TRUST BRANNAN, MARLENE H LIVING TRUST WARTIN, NICOLE GOODNATURE, DANIEL P & ELLEN S MINER, RICHARD L & PATRICIA L DARVEAUX, KEVIN J & VICKY BRANNAN, DERRICK LEE RUSSELL, JOSEPH T REVOCABLE LIVING TRUST ANDERSON, AJAY & DIXIE M TRUSTEES REYNOLDS, MARY KAY KORINEK, BRETT J & DAWN RUSSELL, JOSEPH T REVOCABLE LIVING TRUST RUSSELL, JOSEPH T REVOCABLE LIVING TRUST	41373 POPLAR DR EMILY 56447 41373 POPLAR DR EMILY 56447 2865 LAKE SARAH RD INDEPENDENCE, MN 55359 2413 3RD ST NW DODGE, MN 55910 PO BOX 63 DODGE, MN 56662 41141 POPLAR DR EMILY 56447 789 WIL						





PRELIMINARY SPECIAL ASSESSMENT WORKSHEET

2024 ROAD IMPROVEMENTS  
EMILY, MINNESOTA  
SEH No. EMILY 171857

PRELIMINARY SPECIAL ASSESSMENT RATES

\$1.77 /LF  
\$1,265.53 /LOT

12/7/2023

ITEM NO.	PARCEL ID NO.	PROPERTY DESCRIPTION	PROPERTY OWNER	OWNER ADDRESS	PROPERTY ADDRESS	FF ASSESSMENT	LOT ASSESSMENT	TOTAL PRELIMINARY ASSESSMENT
487	21220525	LOT 7, EXCEPT THAT PT OF SAID LOT 7 INCLUDED WITHIN THE FOLLOWING LOT 7, EXCEPT THAT PT OF SAID LOT 7 INCLUDED WITHIN THE FOLLOWING	LANDES, DANNY & SHANDA	41016 POPLAR DR EMILY MN 56447	41016 POPLAR DR EMILY 56447	100	1	\$1,442.53
488	21220525	INCLUDED WITHIN THE FOLLOWING	LANDES, DANNY & SHANDA	41016 POPLAR DR EMILY MN 56447	41016 POPLAR DR EMILY 56447	163	1	\$1,389.44
489	21220524	RECORD AS SHOWN ON DOC #720237	MILLER, DERALD R & DEAN MILLER	1428 LARSON RD EMILY MN 56447	1428 LARSON RD EMILY 56447	140	1	\$1,513.33
490	21220506	RECORD AS SHOWN ON DOC #720237	KLEIN, JOHN ARTHUR LIVING TRUST	1047 MARINE ST S MAPLEWOOD MN 55118	41104 POPLAR DR EMILY 56447	115	1	\$1,469.08
491	21220505	LOT 26	EDMONDS IRREVOCABLE TRUST	14506 W GOLF AIR DR EVANSVILLE WI 53536	41122 POPLAR DR EMILY 56447	115	1	\$1,469.08
492	21220504	LOT 27	EDMONDS IRREVOCABLE TRUST	14506 W GOLF AIR DR EVANSVILLE WI 53536	0	241	1	\$1,892.10
493	21220509	LOT 1	LASSI, BRIAN & KELLY	1857 CANTYRYSIDE DR SHAWOPEE MN 55379	41158 POPLAR DR EMILY 56447	130	1	\$1,495.63
494	21220508	LOT 2	REXINE, WILLIAM J & VIRGINIA M	5016 142ND PATH W APPLE VALLEY, MN 55724	41176 POPLAR DR EMILY 56447	130	1	\$1,495.63
495	21220507	LOT 3	KNUDSON, MICHEL & WANDA TRUST AGR	41204 POPLAR DR EMILY MN 56447	41204 POPLAR DR EMILY 56447	170	1	\$1,866.43
496	21220506	LOT 4	PARKER, JANICE	35400 45TH AVE N PLYMOUTH MN 55442	41204 POPLAR DR EMILY 56447	130	1	\$1,495.63
497	21220505	LOT 5	MARTIN, SHANE & NICOLE	2865 LAKE SARAH RD INDEPENDENCE MN 55359	41248 POPLAR DR EMILY 56447	130	1	\$1,495.63
498	21220503	LOTS 6 & 7 SUBJ TO AN ESMINT AGR OF RECORD AS SHOWN ON DOC #720237	MEELBERG, MICHAEL J & DAWN C	41214 POPLAR DR EMILY MN 56447	0	200	1	\$1,619.53
499	21220502	LOT 8, TOGETHER WITH AN ESMINT AGREEMENT OF RECORD AS SHOWN ON DOC	MOTZKO, MICHELLE M	1928 TYLER CT NORTHFIELD MN 55057	41308 POPLAR DR EMILY 56447	100	1	\$1,492.53
500	21220501	LOT 9	VON BERGE, JIM H & RENEE J	819 CALVIN CT INVER GROVE HTS, MN 55076	41332 POPLAR DR EMILY 56447	75	1	\$1,398.28
501	21220500	LOT 10	INVEISS, OJARS J & ELIZABETH A	816 9TH ST N SARTELL, MN 56377-2248	41336 POPLAR DR EMILY 56447	80	1	\$1,407.13
502	21220509	LOT 11	ROSSI, MARK R	41330 POPLAR DR EMILY MN 56447	41330 POPLAR DR EMILY 56447	100	1	\$1,442.53
503	21220506	LOT 12	JAMES FAMILY TRUST	14270 POPLAR DR FRUSTESS 56370	41270 POPLAR DR EMILY 56447	100	1	\$1,442.53
504	21220507	LOT 13	NYGAARD, ELIZABETH A	41386 POPLAR DR EMILY MN 56447	41386 POPLAR DR EMILY 56447	100	1	\$1,442.53
505	21220508	LOT 14	NYGAARD, ELIZABETH A	41386 POPLAR DR EMILY MN 56447	0	100	1	\$1,442.53
506	21220505	LOT 15	SLYE, TERRY L & LEAH J	3537 EDWARD ST NE MINNEAPOLIS MN 55418	41416 POPLAR DR EMILY 56447	100	1	\$1,442.53
507	21220504	LOT 16	RODELL, DALE R	13809 HOLYOKE PATH APPLE VALLEY, MN 55724	41438 POPLAR DR EMILY 56447	100	1	\$1,442.53
508	21220503	LOT 17	ANDREWS, MARYETTA LOUISE TRUST	2069 DELAWARE AVE MENDOTA HEIGHTS MN 55118	41456 POPLAR DR EMILY 56447	100	1	\$1,442.53
509	21220502	LOT 18	NOROVALL, JAMES E & DOROTHY	4470 POPLAR DR EMILY MN 56447	41456 POPLAR DR EMILY 56447	65	1	\$1,380.58
510	21220501	LOT 19	GUELICH, JESSIE J	41482 POPLAR DR EMILY, MN 56447	41482 POPLAR DR EMILY 56447	65	1	\$1,380.58
511	21220500	LOT 20	BRANNAN, MARLENE H LIVING TRUST	41486 POPLAR DR EMILY MN 56447	41486 POPLAR DR EMILY 56447	65	1	\$1,380.58
512	21220509	LOT 21	BRANNAN, MARLENE H LIVING TRUST	41486 POPLAR DR EMILY MN 56447	0	67	1	\$1,366.42
513	21220503	THE NW 1/4 OF NE 1/4 OF SE 1/4 SECTION 23 LYING E. OF BIRCH LANE, SUELYNN.	O'BRYAN, BRUCE L & SHEILA D	41336 YELLOW BIRCH LN EMILY, MN 56447	0	680	1	\$2,433.73
514	21220502	THE S. 1/2 OF NE 1/4 OF SE 1/4 SECTION 23, LYING N. OF LOT 1 BLOCK 1 VAN SICKLE C REEK LOTS 1 & 2 BLOCK 1	O'BRYAN, BRUCE L & SHEILA D	41336 YELLOW BIRCH LN EMILY, MN 56447	41304 YELLOW BIRCH LN EMILY, MN 56447	483	1	\$2,085.04
515	21220517	LOT 3 BLOCK 1 EXCEPT MINERALS	FOSSING, STEPHEN & SUZANNE	EMILY MN 56447	41304 YELLOW BIRCH LN EMILY 56447	133	1	\$1,500.94
516	21220516	LOT 4 & 5, BLOCK 1, TOGETHER WITH AN EASEMENT OF RECORD.	ERICKSON, RICK & CATHRYN	41420 2ND ST SE ST CLOUD, MN 56304	41250 YELLOW BIRCH LN EMILY 56447	100	1	\$1,442.53
517	21220515	LOT 6 BLOCK 1	SAPINSKI, JOHN (TIZ INT)	16938 WEST EAGLE RD FIFTY LAKES MN 56448	0	448	1	\$2,058.49
518	21220514	LOT 6 BLOCK 1	ATWATER, TROY AND LAURIE TRUST AGREEMENT	0	EMILY 56447	204	1	\$1,626.61



**PRELIMINARY SPECIAL ASSESSMENT WORKSHEET**

2024 ROAD IMPROVEMENTS  
EMILY, MINNESOTA  
SEH No. EMILY 171857

**PRELIMINARY SPECIAL ASSESSMENT RATES**  
\$1.77 /LF  
\$1,265.53 /LOT

12/7/2023

ITEM NO.	PARCEL ID NO.	PROPERTY DESCRIPTION	PROPERTY OWNER	OWNER ADDRESS	PROPERTY ADDRESS	FF ASSESSMENT	LOT ASSESSMENT	TOTAL PRELIMINARY ASSESSMENT
519	21280513	LOT 7 BLOCK 1	SANDHEZ, TRACY A	102 AIRVIEW DR APT 106 STAPLES, MN 56479	0	\$354.00	\$1,265.53	\$1,619.53
520	21280512	LOT 8 BLOCK 1	ATWATER, ELAINE MARCIA TRUST	41700 YELLOW BIRCH LANE EMILY, MN 56447	EMILY 56447	\$354.00	\$1,265.53	\$1,619.53
521	21280511	LOT 9 BLOCK 1	HERNEY, MICHAEL H & GLORIA C	102 AIRVIEW DR APT 106 STAPLES, MN 56479	EMILY 56447	\$654.90	\$1,265.53	\$1,920.43
522	21280516	OUTLOT A	OLLOM, DONALD J JR & CATHERINE ANNA	1310 SUNNY LANE ANOKA MN 55303	0	\$298.13	\$1,265.53	\$1,564.65
523	21280626	OUTLOT A SUBJECT TO AN EASEMENT OF RECORD.	OLLOM, DONALD J JR & CATHERINE ANNA	1310 SUNNY LANE ANOKA MN 55303	0	\$70.80	\$1,265.53	\$1,336.33
524	21280625	LOT 1 BLOCK 1	OLLOM, DONALD J JR & CATHERINE ANNA	1310 SUNNY LANE ANOKA MN 55303	40996 YELLOW BIRCH LN EMILY 56447	\$70.80	\$1,265.53	\$1,336.33
525	21280624	LOT 2 BLOCK 1	LILQUIST, GEORGE JR & BEVERLY	13 NORTH 4 AVE #106 MINNEAPOLIS, MN 55401	EMILY 56447	\$203.55	\$1,265.53	\$1,469.08
526	21280623	LOT 3 BLOCK 1 EXCEPT MINERALS	ISRAELSON, CHRIS W & SUSAN R	3190 TIZEND LN NW COON RAPIDS, MN 55433	EMILY 56447	\$238.95	\$1,265.53	\$1,504.48
527	21280622	LOT 4 BLOCK 1	MCCONNELL, DAVID & BECKY 1/2 INT & BRENHOLDT, GARY P & RAMONA	1400 WASHINGTON DR #55008 MINNEAPOLIS, MN 55408	EMILY 56447	\$212.40	\$1,265.53	\$1,477.93
528	21280621	LOT 5 BLOCK 1	BRENHOLDT, GARY P & RAMONA	1930 WASHNER CIR BOSSUVE FARMS, MN 53068-8007	EMILY 56447	\$185.85	\$1,265.53	\$1,451.38
529	21280620	ASSESSED ELSEWHERE COMMON ELEMENTS FOR CIRC #1071 LAKE MARY RIDGE	RHEAUME, JACQUELINE M & PATRICK T	40900 YELLOW BIRCH LANE EMILY, MN 56447	40900 YELLOW BIRCH LN EMILY 56447	\$403.56	\$1,265.53	\$1,669.09
530	21280504	ASSESSED ELSEWHERE COMMON ELEMENTS FOR CIRC #1071 LAKE MARY RIDGE	LAKE MARY RIDGE HOMEOWNERS ASSOC	C/O TED FLEMMER 22577 MARY RDG	40874 YELLOW BIRCH LN EMILY 56447	\$371.70	\$1,265.53	\$1,637.23
531	21280619	PT OF LOT 7 BLOCK 1 LYING W/LY OF FOLDESC LINE COMM AT NW COR OF SD LOT 7 & ASSM LOT 8 BLOCK 1	BRITZ, DAVID & BRIDGET	28874 173RD ST PIERZ, MN 55954	40854 YELLOW BIRCH LN EMILY 56447	\$233.64	\$1,265.53	\$1,499.17
532	21280618	LOT 8 BLOCK 1	TASLER, SCOTT P & KAREN L	2163 MAPLE LN E MAPLEWOOD, MN 55109	40940 YELLOW BIRCH LN EMILY 56447	\$263.73	\$1,265.53	\$1,529.26
533	21280617	LOT 9 BLOCK 1	RHODE, DOUGLAS & BEATRICE REV TRUST	40832 YELLOW BIRCH LN EMILY 56447	40832 YELLOW BIRCH LN EMILY 56447	\$221.25	\$1,265.53	\$1,486.78
534	21280505	ASSESSED ELSEWHERE COMMON ELEMENTS FOR CIRC #1071 LAKE MARY RIDGE	LAKE MARY RIDGE HOMEOWNERS ASSOC	EMILY 56447	0	\$0.00	\$0.00	\$0.00
535	21280531	PT OF SE1/4 OF SE1/4 OF SE1/4 LYING W/LY OF BIRCH LANE, SUE-LYN ACCORDING TO THE SE1/4 OF SE1/4 OF SE1/4	OLLOM, DONALD J JR & CATHERINE ANNA	1310 SUNNY LANE ANOKA MN 55303	EMILY 56447	\$1,125.72	\$1,265.53	\$2,391.25
536	21280532	THE SE1/4 OF SE1/4 SEC 23 LYING W/LY OF BIRCH LN, SUE-LYN, ACCORDING TO THE E. 1/2 OF SW1/4 OF SE1/4	OLSON, MICHAEL D	EMILY, MN 56447	41155 YELLOW BIRCH LN EMILY 56447	\$1,639.02	\$1,265.53	\$2,904.55
537	21280536	E. 1/2 OF SW1/4 OF SE1/4	ATWATER, MICHAEL	PO BOX 223 EMILY, MN 56447	41251 YELLOW BIRCH LN EMILY 56447	\$371.70	\$1,265.53	\$1,637.23
538	21280535	E. 1/2 OF W. 1/2 OF SW1/4 OF SE1/4 SEC. 23 SUBJECT TO EASEMENTS, RESTRICTIONS, AND ALSO INCLUDING THE NW1/4 NE1/4 OF PT OF SE1/4 OF NW1/4 & PT OF GL 2 DRSS; DOWN AT NE COR OF SD BENTN THEN N 89D	TUTCH, PEGGY L & STEVEN R WHITNEY	PO BOX 175 EMILY MN 56447	22380 SHADOW PT EMILY 56447	\$98.12	\$1,265.53	\$1,364.65
539	21280540	PT OF SE1/4 OF NW1/4 & PT OF GL 2 DRSS; DOWN AT NE COR OF SD BENTN THEN N 89D	BUTTENHOFF, BRUCE & DONNA FAMILY TRUST	41345 YELLOW BIRCH LN EMILY, MN 56447	41345 YELLOW BIRCH LN EMILY 56447	\$2,329.32	\$1,265.53	\$3,594.85
540	21280639	PT OF SE1/4 OF NW1/4 & PT OF GL 2 DRSS; DOWN AT NE COR OF SD BENTN THEN N 89D	NIELSEN, PAUL W & THERESA M	700 46TH AVE NW CEDAR, MN 55011	22317 SHADOW PT EMILY 56447	\$104.43	\$1,265.53	\$1,369.96
542	21280541	LOT 1 BLOCK 1	ARKO, GREG & JUDY	5941 37TH ST N OAKDALE, MN 55128	EMILY 56447	\$364.62	\$1,265.53	\$1,630.15
543	21280543	LOT 2 BLOCK 1	ARKO, GREG & JUDY	5941 37TH ST N OAKDALE, MN 55128	EMILY 56447	\$237.18	\$1,265.53	\$1,502.71
544	21280542	LOT 3 BLOCK 1	ARKO, GREG & JUDY	5941 37TH ST N OAKDALE, MN 55128	EMILY 56447	\$221.25	\$1,265.53	\$1,486.78
545	21280541	LOT 4 BLOCK 1	SHERL, PETER JAMES & ANN	5401 94TH AVE N APT 307 BROOKLYN PARK MN 55443	EMILY 56447	\$224.79	\$1,265.53	\$1,490.32
546	21280540	LOT 5 BLOCK 1	WHITE, ANDY	21760 590TH ST MANTORVILLE, MN 55955	EMILY 56447	\$235.41	\$1,265.53	\$1,500.94
547	21280539	LOT 6 BLOCK 1	HOHLEN, SCOTT D & TRACY L	PO BOX 242 EMILY, MN 56447	EMILY 56447	\$302.87	\$1,265.53	\$1,568.40
548	21280538	LOT 7 BLOCK 1	BRENTESON, KIMBERLY	5843E HTH AVE EACARUS MN 56425	EMILY 56447	\$336.30	\$1,265.53	\$1,601.83
549	21280537	LOT 8 BLOCK 1	WHITTAIL PROPERTIES INC	P O BOX 2628 BAXTER, MN 56425	EMILY 56447	\$178.77	\$1,265.53	\$1,444.30
550	21280536	LOT 9 BLOCK 1	MONSE, WILLIAM J & CYNTHIA J	29249 COUNTY ROAD 11 AITKIN, MN 56431	EMILY 56447	\$272.58	\$1,265.53	\$1,538.11
551	21280533	LOT 12 BLOCK 1	DINGER, BRANDT D & NATALIE	501 RIVERVIEW RD DELANO, MN 55348	EMILY 56447	\$88.50	\$1,265.53	\$1,354.03



PRELIMINARY SPECIAL ASSESSMENT WORKSHEET

2024 ROAD IMPROVEMENTS  
EMILY, MINNESOTA  
SERVING EMILY 1/1/857

PRELIMINARY SPECIAL ASSESSMENT RATES  
\$1.77 / LF  
\$1,265.53 / LOT

12/7/2023

ITEM NO.	PARCEL ID NO.	PROPERTY DESCRIPTION	PROPERTY OWNER	OWNER ADDRESS	PROPERTY ADDRESS	FF ASSESSMENT LIN FT	ASSESSMENT	LOT ASSESSMENT EACH	TOTAL PRELIMINARY ASSESSMENT
552	21260534	LOT 11 BLOCK 1	WHITETAIL PROPERTIES INC	P O BOX 2629 BAXTER, MN 56425		53	\$93.81	1	\$1,265.53
553	21260535	LOT 10 BLOCK 1	MONSE, WILLIAM J & CYNTHIA J	43248 COUNTY ROAD 11 AITKIN, MN 56431		99	\$104.43	1	\$1,265.53
554	21260532	LOT 1 BLOCK 2	MONSE, WILLIAM J & CYNTHIA J	29249 COUNTY ROAD 11 AITKIN, MN 56431		390	\$672.60	1	\$1,265.53
555	21260531	LOT 2 BLOCK 2	NIELSEN, PAUL W & THERESA M	700 206TH AVE NW CEDAR, MN 55011		194	\$343.38	1	\$1,265.53
556	21260530	LOT 3 BLOCK 2	CUNNINGHAM, MARY JEAN & JOSEPH A	342 W BROADWAY ST MONTICELLO, MN 55962	Z2284 SHADOW PT EMILY 56447	276	\$488.52	1	\$1,265.53
557	21260529	LOT 4 BLOCK 2	ARKO, GREG & JUDY	6941 37TH ST N OKDALE, MN 55128		551	\$975.27	1	\$1,265.53
558	21260510	LOT 3 BLOCK 1	WIENANDT, ROBIN NIM	PO BOX 427 EMILY, MN 56447	23116 SHADOW PT EMILY 56447	614	\$1,086.78	1	\$1,265.53
559	21260511	LOT 2 BLOCK 1	STARRY, MICHAEL E & JUDITH G	21873 COUNTY ROAD 1 EMILY, MN 56447		305	\$539.85	1	\$1,265.53
560	21260512	LOT 1 BLOCK 1	STARRY, MICHAEL E & JUDITH G	21873 COUNTY ROAD 1 EMILY, MN 56447		305	\$539.85	1	\$1,265.53
561	21260513	OUTLOT A	STARRY, MICHAEL E & JUDITH G	21873 COUNTY ROAD 1 EMILY, MN 56447		103	\$182.31	1	\$1,265.53
562	21260544	S 1/2 OF NW1/4 OF NW1/4, TOGETHER WITH AN EASEMENT OF RECORD AS SHOWN ON DOC # THEREOF	STARRY, MICHAEL E & JUDITH G	21873 COUNTY ROAD 1 EMILY, MN 56447		1279	\$2,263.83	1	\$1,265.53
563	21260543	SW 1/4 OF NW1/4 SEC. 26 EXCEPT S. 33 FT	CITY OF EMILY	PATRICIA KESTNER, CLERK P O BOX 68 EMILY, MN 56447		1221	\$2,161.17	1	\$1,265.53
564	21260538	SE 1/4 OF NW1/4 SECTION 26, EXCEPT PART PLATTED LITTLE PINE RIVER ADDITION TO PT OF GL 1 SEC 25 DESC: COMM AT 1/4 IN AT N 1/4 COR OF SD SEC 25 THEN S 89D 28'55" W ASSUM	GENZ, DARRELL	9615 14TH AVE S BLOOMINGTON, MN 55235		2322	\$4,109.94	1	\$1,265.53
565	21250578	PT OF GL 1 SEC 25 DESC: COMM AT 1/4 IN AT N 1/4 COR OF SD SEC 25 THEN S 89D 28'55" W ASSUM	LINN, JAY T & TERESA M	12145 FOXTAIL LN S ROGERS, MN 55309		679	\$1,201.83	1	\$1,265.53
566	21250577	NORTH SHORE DRIVE AS DEDICATED IN PLAT THAT PART OF GOVT LOT 2 LYING W OF THE E 770 FT OF SAID GOVT LOT 2, AND LYING NLY OF	MCFARLAND, MARK S	23443 177TH ST NW BIG LAKE, MN 55309		1113	\$1,970.01	1	\$1,265.53
567	21250560	NORTH SHORE DRIVE AS DEDICATED IN PLAT THAT PART OF GOVT LOT 2 LYING W OF THE E 770 FT OF SAID GOVT LOT 2, AND LYING NLY OF	SWINEHART, MICHAEL M	19230 180TH AVE NW BIG LAKE, MN 55309		743	\$1,315.11	1	\$1,265.53
568	21250581	THAT PART OF THE W 570 FT OF THE E 770 FT OF GOVT LOT 2 LYING NLY OF THE NLY ROW	KELLY, KATHLEEN B	23443 N SHORE DR EMILY, MN 56447		581	\$1,028.37	1	\$1,265.53
569	21250580	THAT PART OF THE W 570 FT OF THE E 770 FT OF GOVT LOT 2 LYING NLY OF THE NLY ROW	SCHULTE, GERALD R & JANE M TRUST	23443 N SHORE DR EMILY, MN 56447		572	\$1,012.44	1	\$1,265.53
570	21250582	THE E. 200 FT OF GOV. LOT 2 SECTION 25 LYING NLY OF THE NLY LINE OF NDRTH SHORE	PARTELLO, VIVIAN KAY REV TRUST AGR	23738 NORTH SHORE DR EMILY, MN 56447		207	\$366.39	1	\$1,265.53
571	21250569	LOT 1 BLOCK 1	PARTELLO, VIVIAN KAY REV TRUST AGR	23738 NORTH SHORE DR EMILY, MN 56447		155	\$274.35	1	\$1,265.53
572	21250568	LOT 2 BLOCK 1 EXCEPT MINERALS	HEALY, DAVID & KATHLEEN TRUST AGREEMENT	23707 N SHORE DR EMILY, MN 56447		153	\$270.81	1	\$1,265.53
573	21250567	LOT 3 BLOCK 1	HAARMAN, ROBERT & JANET FAMILY TRST	28671 N SHORE DR EMILY, MN 56447		155	\$276.12	1	\$1,265.53
574	21250564	LOT 6 BLOCK 1	FLOM, GERALD J & KAREN N	23597 N SHORE DR EMILY, MN 56447		193	\$341.61	1	\$1,265.53
575	21250565	LOT 7 BLOCK 1	PETERSON, MICHAEL	23547 NORTH SHORE DR EMILY, MN 56447		172	\$304.44	1	\$1,265.53
576	21250562	LOT 8 BLOCK 1	FRASER REVOCABLE TRUST	C/O JAMES & CHERYL FRASER TRUSTEES 23529 NORTH SHORE DR EMILY, MN 56447		117	\$207.09	1	\$1,265.53
577	21250561	LOT 9 BLOCK 1	BORGESON, DOUGLAS A & CARMEN M	6345 OVERLOOK CT SAVAGE, MN 55378		146	\$261.96	1	\$1,265.53
578	21250560	LOT 10 BLOCK 1	JENSEN, MARJORIE K	420 1ST ST SW CROSSBY, MN 56441		174	\$307.98	1	\$1,265.53
579	21250559	LOT 11 BLOCK 1	SCHULTE, GERALD R & JANE M TRUST	23443 N SHORE DR EMILY, MN 56447		172	\$304.44	1	\$1,265.53
580	21250558	LOT 12 BLOCK 1	MALM, DALE J & KATHRYN	23489 N SHORE DR EMILY, MN 56447		180	\$318.60	1	\$1,265.53
581	21250557	LOT 13 BLOCK 1	SWINEHART, MICHAEL & TAMMY & ALEXON, BARBARA & BRIAN & SANDRA LOKKEN	KATHLEEN KELLY 18230 180TH AVE NW MONTICELLO, MN 55974		176	\$315.06	1	\$1,265.53
582	21250556	LOT 14 BLOCK 1	MCFARLAND, MARK S & TERRY L	12145 FOXTAIL LN S ROGERS, MN 55374		190	\$336.30	1	\$1,265.53
583	21250555	LOT 15 BLOCK 1	ROSEMOUNT, MN 55068	24315 N SHORE DR EMILY 56447		156	\$276.12	1	\$1,265.53





PRELIMINARY SPECIAL ASSESSMENT WORKSHEET

2024 ROAD IMPROVEMENTS  
EMILY, MINNESOTA  
SEH No. EMILY 171857

PRELIMINARY SPECIAL ASSESSMENT RATES  
\$1.77 /LF  
\$1,265.53 /LOT

12/7/2023

ITEM NO.	PARCEL ID NO.	PROPERTY DESCRIPTION	PROPERTY OWNER	OWNER ADDRESS	PROPERTY ADDRESS	FF ASSESSMENT	LOT ASSESSMENT	TOTAL PRELIMINARY ASSESSMENT
594	21260554	LOT 16 BLOCK 1	TEMBREULL, MARK & MARGARET TRUST	563 LONESOME PINE TRL LINO LAKES, MN 55014	23288 N SHORE DR EMILY 56447	156	1	\$1,541.65
595	21260553	LOT 17 BLOCK 1	EHALT, BRIAN G & BARBARA J	8965 D'CHENE LN MAPLE LAKE, MN 55359	23253 N SHORE DR EMILY 56447	156	1	\$1,541.65
596	21260552	LOT 18 BLOCK 1	ELL, MICHAEL J & TORI E	23223 SHORE DR N EMILY 56447	23223 N SHORE DR EMILY 56447	162	1	\$1,552.27
597	21260551	LOT 19 BLOCK 1	SMITH, FRANK L TRUST LUDIT 4-7-01	23117 NORTH SHORE DR EMILY 56447	23117 NORTH SHORE DR EMILY 56447	178	1	\$1,560.59
598	21260550	LOT 20 BLOCK 1	OLSON, JANET & ROGER W	2810 GARFIELD ST NE MINNEAPOLIS MN 55418	23177 NORTH SHORE DR EMILY 56447	40	1	\$1,336.53
599	21260549	LOT 21 BLOCK 1	GRIMSHAW, EMILY J	C/O BARBARA GRIMSHAW 1262 IMPERIAL LN MINNEAPOLIS MN 55418	23165 N SHORE DR EMILY 56447	40	1	\$1,336.53
599	21260548	LOT 22 BLOCK 1	ENLUND LIVING TRUST	1200 79TH ST VICTORIA, MN 55386	23159 N SHORE DR EMILY 56447	111	1	\$1,462.00
599	21260547	LOT 23 BLOCK 1 EXCEPT MINERALS	WINKLER, CHARLES F JR	820 TOWER DR MEDINA MN 55340	23145 N SHORE DR EMILY 56447	230	1	\$1,672.63
592	21260546	LOT 24 BLOCK 1	BITTER, DEBRA J REV TRUST	12567 WARRION CT ROSEBURY MN 55074	23145 N SHORE DR EMILY 56447	153	1	\$1,536.34
593	21260545	LOT 25 BLOCK 1	WAGMAN, RAYMOND G & BARBARA J	23085 N SHORE DR EMILY 56447	23085 N SHORE DR EMILY 56447	171	1	\$1,568.20
594	21260544	LOT 26 BLOCK 1 EXCEPT MINERALS	MCCARTHY, MICHAEL S & KIMBERLY A	20400 RED WING BLVD HASTINGS, MN 55033	23051 N SHORE DR EMILY 56447	40	1	\$1,336.53
595	21260543	LOT 27 BLOCK 1, EXCEPT MINERALS	KARKHOFF, CURTIS A & BARBARA REVOC TRST	3705 134TH ST NW MONTICELLO MN 55361	23050 N SHORE DR EMILY 56447	63	1	\$1,377.04
596	21260542	LOT 28 BLOCK 1 AND ALSO INCLUDING LOT 4 BLOCK 1, EXCEPT THE E. 1/2 FT. THEREOF.	HAMLIN, ROBYN D & SANDRA L	5080 XIMINES LN N PLYMOUTH MN 55442	23628 N SHORE DR EMILY 56447	211	1	\$1,639.00
597	21260541	LOT 29 BLOCK 1	ROERICK, JEFFREY & KRISTAL	9305 TEWSBURY GATE MAPLE GROVE MN 55311	23651 N SHORE DR EMILY 56447	125	1	\$1,486.78
599	21260540	LOT 30 BLOCK 1	BILLMEYER, AMY E & BRIAN J	29379 133RD ST PIERZA MN 55364	21949 CO RD 1 EMILY 56447	277	1	\$1,755.82
600	21260539	LOT 31 BLOCK 1	LIND, RODNEY & VICKY (1/2 INT) & SANDERS, CHRISTOPHER & GINA	1529 2ND AVE SE WASHINGTON MN 55391	21811 WHITE TAIL DR EMILY 56447	222	1	\$1,658.47
601	21260538	LOT 32 BLOCK 1	BEMIS, JACQUELINE P & LAVEL J RUDE	210 CLAREMONT LANE CROZET VA 22932	21411 WHITE TAIL DR EMILY 56447	222	1	\$1,658.47
602	21260537	LOT 33 BLOCK 1	HANSON, ROGER & GERTRUD FAMILY TRST	40463 BEMIS CT EMILY MN 56447	40463 BEMIS CT EMILY 56447	439	1	\$2,042.56
603	21260536	LOT 34 BLOCK 1	ARNESON, BRIAN & LINDA TRUST AGR	3035 16TH AVE NW ROCHESTER MN 55901	40431 BEMIS CT EMILY 56447	213	1	\$1,642.54
604	21260535	LOT 35 BLOCK 1	GRONINGA, TODD A & TANYA W SINGER & GRONINGA, RICHARD & ARDIS	TRAIL GRONINGA P O BOX 306 GRONINGA, MN 56447	40209 LITTLE PINE RIVER RD EMILY 56447	107	1	\$1,454.92
605	21260534	LOT 36 BLOCK 1	CEMINSKY, MARK	PO BOX 584 MAPLE LAKE, MN 55358	40209 LITTLE PINE RIVER RD EMILY 56447	157	1	\$1,543.42
606	21260533	LOT 37 BLOCK 1	INVESTORS TOGETHER INC	PO BOX 584 MAPLE LAKE, MN 55358	40209 LITTLE PINE RIVER RD EMILY 56447	160	1	\$1,548.73
607	21260532	LOT 38 BLOCK 1	INVESTORS TOGETHER INC	PO BOX 584 MAPLE LAKE, MN 55358	40209 LITTLE PINE RIVER RD EMILY 56447	176	1	\$1,577.05
608	21260531	LOT 39 BLOCK 1	INVESTORS TOGETHER INC	PO BOX 584 MAPLE LAKE, MN 55358	40209 LITTLE PINE RIVER RD EMILY 56447	107	1	\$1,454.92
610	21260530	LOT 40 BLOCK 1	INVESTORS TOGETHER INC	PO BOX 584 MAPLE LAKE, MN 55358	40209 LITTLE PINE RIVER RD EMILY 56447	213	1	\$1,454.92
611	21260529	LOT 41 BLOCK 1	PECK, JESSICA & ROBERT	19138 DODGE ST NW ELK RIVER MN 55330	40401 LITTLE PINE RIVER RD EMILY 56447	437	1	\$2,039.02
612	21260528	LOT 42 BLOCK 1	CEKALLA, NICHOLAS J & GRETA J	40005 LITTLE PINE RIVER RD EMILY MN 56447	40401 LITTLE PINE RIVER RD EMILY 56447	1358	1	\$3,669.19
613	21260527	LOT 43 BLOCK 1	BLEEKER, ELIZABETH	13550 JOHNSON ST INDIANAPOLIS, IN 46204	40005 LITTLE PINE RIVER RD EMILY MN 56447	328	1	\$1,846.09
614	21260526	LOT 44 BLOCK 1	MELWISSEN, DAVID & JANICE	34 RODS S. OF THE 1/4 POST BETWEEN CHAMPLAIN 55316	40005 LITTLE PINE RIVER RD EMILY MN 56447	66	1	\$1,362.35
615	21260525	LOT 45 BLOCK 1	TRUELSON, RENEE & CAMPBELL, JOAN	PO BOX 132 EMILY MN 56447	40216 LITTLE PINE RIVER RD EMILY 56447	110	1	\$1,265.53
616	21260524	LOT 46 BLOCK 1	PURDIE, GLEND D & LINDA L	871 14TH ST SE OWATONNA, MN 55060	40244 LITTLE PINE RIVER RD EMILY 56447	144	1	\$1,520.41
616	21260523	LOT 47 BLOCK 1			40244 LITTLE PINE RIVER RD EMILY 56447	100	1	\$1,442.53



PRELIMINARY SPECIAL ASSESSMENT WORKSHEET

2024 ROAD IMPROVEMENTS  
EMILY, MINNESOTA  
SEH No. EMILY 171857

PRELIMINARY SPECIAL ASSESSMENT RATES  
\$177 /LF  
\$1,265.53 / LOT

12/7/2023

ITEM NO.	PARCEL ID NO.	PROPERTY DESCRIPTION	PROPERTY OWNER	OWNER ADDRESS	PROPERTY ADDRESS	FF ASSESSMENT		LOT ASSESSMENT		TOTAL PRELIMINARY ASSESSMENT			
						LIN FT	ASSESSMENT	EACH	ASSESSMENT				
617	21260560	LOT 4 BLOCK 1	CEMINSKY, MARK	7226 235TH ST W FARMINGTON, MN 55024	40269 LITTLE PINE RIVER RD EMILY 56447	107	\$189.39	1	\$1,265.53	\$1,454.92			
618	21260565	OUTLOT A, B, C, D, E, F, G, H, I, J, K, L, M, N, O, P, Q, R, S, T, U, V, W, X, Y, Z, AA, AB, AC, AD, AE, AF, AG, AH, AI, AJ, AK, AL, AM, AN, AO, AP, AQ, AR, AS, AT, AU, AV, AW, AX, AY, AZ, BA, BB, BC, BD, BE, BF, BG, BH, BI, BJ, BK, BL, BM, BN, BO, BP, BQ, BR, BS, BT, BU, BV, BW, BX, BY, BZ, CA, CB, CC, CD, CE, CF, CG, CH, CI, CJ, CK, CL, CM, CN, CO, CP, CQ, CR, CS, CT, CU, CV, CW, CX, CY, CZ, DA, DB, DC, DD, DE, DF, DG, DH, DI, DJ, DK, DL, DM, DN, DO, DP, DQ, DR, DS, DT, DU, DV, DW, DX, DY, DZ, EA, EB, EC, ED, EE, EF, EG, EH, EI, EJ, EK, EL, EM, EN, EO, EP, EQ, ER, ES, ET, EU, EV, EW, EX, EY, EZ, FA, FB, FC, FD, FE, FF, FG, FH, FI, FJ, FK, FL, FM, FN, FO, FP, FQ, FR, FS, FT, FU, FV, FW, FX, FY, FZ, GA, GB, GC, GD, GE, GF, GG, GH, GI, GJ, GK, GL, GM, GN, GO, GP, GQ, GR, GS, GT, GU, GV, GW, GX, GY, GZ, HA, HB, HC, HD, HE, HF, HG, HH, HI, HJ, HK, HL, HM, HN, HO, HP, HQ, HR, HS, HT, HU, HV, HW, HX, HY, HZ, IA, IB, IC, ID, IE, IF, IG, IH, II, IJ, IK, IL, IM, IN, IO, IP, IQ, IR, IS, IT, IU, IV, IW, IX, IY, IZ, JA, JB, JC, JD, JE, JF, JG, JH, JI, JJ, JK, JL, JM, JN, JO, JP, JQ, JR, JS, JT, JU, JV, JW, JX, JY, JZ, KA, KB, KC, KD, KE, KF, KG, KH, KI, KJ, KK, KL, KM, KN, KO, KP, KQ, KR, KS, KT, KU, KV, KW, KX, KY, KZ, LA, LB, LC, LD, LE, LF, LG, LH, LI, LJ, LK, LL, LM, LN, LO, LP, LQ, LR, LS, LT, LU, LV, LW, LX, LY, LZ, MA, MB, MC, MD, ME, MF, MG, MH, MI, MJ, MK, ML, MM, MN, MO, MP, MQ, MR, MS, MT, MU, MV, MW, MX, MY, MZ, NA, NB, NC, ND, NE, NF, NG, NH, NI, NJ, NK, NL, NM, NO, NP, NQ, NR, NS, NT, NU, NV, NW, NX, NY, NZ, OA, OB, OC, OD, OE, OF, OG, OH, OI, OJ, OK, OL, OM, ON, OO, OP, OQ, OR, OS, OT, OU, OV, OW, OX, OY, OZ, PA, PB, PC, PD, PE, PF, PG, PH, PI, PJ, PK, PL, PM, PN, PO, PP, PQ, PR, PS, PT, PU, PV, PW, PX, PY, PZ, QA, QB, QC, QD, QE, QF, QG, QH, QI, QJ, QK, QL, QM, QN, QO, QP, QQ, QR, QS, QT, QU, QV, QW, QX, QY, QZ, RA, RB, RC, RD, RE, RF, RG, RH, RI, RJ, RK, RL, RM, RN, RO, RP, RQ, RR, RS, RT, RU, RV, RW, RX, RY, RZ, SA, SB, SC, SD, SE, SF, SG, SH, SI, SJ, SK, SL, SM, SN, SO, SP, SQ, SR, SS, ST, SU, SV, SW, SX, SY, SZ, TA, TB, TC, TD, TE, TF, TG, TH, TI, TJ, TK, TL, TM, TN, TO, TP, TQ, TR, TS, TT, TU, TV, TW, TX, TY, TZ, UA, UB, UC, UD, UE, UF, UG, UH, UI, UJ, UK, UL, UM, UN, UO, UP, UQ, UR, US, UT, UY, UZ, VA, VB, VC, VD, VE, VF, VG, VH, VI, VJ, VK, VL, VM, VN, VO, VP, VQ, VR, VS, VT, VU, VW, VX, VY, VZ, WA, WB, WC, WD, WE, WF, WG, WH, WI, WJ, WK, WL, WM, WN, WO, WP, WQ, WR, WS, WT, WU, WV, WW, WX, WY, WZ, XA, XB, XC, XD, XE, XF, XG, XH, XI, XJ, XK, XL, XM, XN, XO, XP, XQ, XR, XS, XT, XU, XV, XW, XX, XY, XZ, YA, YB, YC, YD, YE, YF, YG, YH, YI, YJ, YK, YL, YM, YN, YO, YP, YQ, YR, YS, YT, YU, YV, YW, YX, YZ, ZA, ZB, ZC, ZD, ZE, ZF, ZG, ZH, ZI, ZJ, ZK, ZL, ZM, ZN, ZO, ZP, ZQ, ZR, ZS, ZT, ZU, ZV, ZW, ZX, ZY, ZZ	619	21260601	LOT 1 BLOCK 1 EXCEPT THAT PART THAT LIES NLY OF THE FOL DISC LINE COMM AT THE	FOLEY, CHRIS & PAULA	2608 REGAL RD ST CLOUD, MN 56301	40302 LITTLE PINE RIVER RD EMILY 56447	111	\$198.47	1	\$1,265.53	\$1,462.00
620	21260600	LOT 1 & 2 BLOCK 1 & ALSO THAT PT OF ADJ VASCATED ROW DESC AS FOL THAT PORTION	PEINE, MICHAEL, HERBERT & SANDRA ANN	O BOX 295 13630 FOREST HILL RD EDEN PREAIRIE, MN 55344	40314 LITTLE PINE RIVER RD EMILY 56447	201	\$355.77	1	\$1,265.53	\$1,621.30			
621	21260599	LOT 4 BLOCK 1	TREANUR, GARY & MARGARET	PO BOX 188 EMILY, MN 56447	40330 LITTLE PINE RIVER RD EMILY 56447	86	\$152.22	1	\$1,265.53	\$1,417.75			
622	21260598	LOT 3 & LOT 6 BLOCK 1	BURROUGHS, SANDRA L & ERIC D & SCOTT R	1788 ENGLEWOOD AVE SHANTY PAUL, MN 55104	40350 LITTLE PINE RIVER RD EMILY 56447	130	\$230.10	1	\$1,265.53	\$1,495.63			
623	21260597	LOT 7 BLOCK 1	THOMPSON, DOUGLAS F & CAROL M	PO BOX 188 EMILY, MN 56447	40372 LITTLE PINE RIVER RD EMILY 56447	70	\$123.90	1	\$1,265.53	\$1,389.43			
624	21260596	LOT 8 BLOCK 1 EXC MINERALS	THOMPSON, DOUGLAS F & CAROL M	PO BOX 188 EMILY, MN 56447	40394 LITTLE PINE RIVER RD EMILY 56447	83	\$146.91	1	\$1,265.53	\$1,412.44			
625	21260595	LOT 9 BLOCK 1	MOLENAAR, LARRY G & LORI A	PO BOX 219 EMILY, MN 56447	40410 LITTLE PINE RIVER RD EMILY 56447	70	\$123.90	1	\$1,265.53	\$1,389.43			
626	21260594	LOT 10 BLOCK 1	MOLENAAR, LARRY G & LORI A	PO BOX 219 EMILY, MN 56447	40410 LITTLE PINE RIVER RD EMILY 56447	70	\$123.90	1	\$1,265.53	\$1,389.43			
627	21260593	LOT 11 BLOCK 1	HUMPHREY, DOUGLAS W & CHRISAN	PO BOX 331 EMILY, MN 56447	40430 LITTLE PINE RIVER RD EMILY 56447	75	\$132.75	1	\$1,265.53	\$1,398.28			
628	21260592	LOT 12 BLOCK 1 EXCEPT MINERALS	HUMPHREY, DOUGLAS W & CHRISAN	PO BOX 331 EMILY, MN 56447	40430 LITTLE PINE RIVER RD EMILY 56447	70	\$123.90	1	\$1,265.53	\$1,389.43			
629	21260591	LOT 13 BLOCK 1	HUMPHREY, DOUGLAS W & CHRISAN	PO BOX 331 EMILY, MN 56447	40442 LITTLE PINE RIVER RD EMILY 56447	100	\$177.00	1	\$1,265.53	\$1,442.53			
630	21260590	LOT 14 BLOCK 1	HAGEN, JANE E & ERIC	40458 LITTLE PINE RIVER RD EMILY, MN 56447	40458 LITTLE PINE RIVER RD EMILY 56447	105	\$185.85	1	\$1,265.53	\$1,451.38			
631	21260589	LOT 15 BLK 1 & THE S 52.04 FT OF LOT 16 BLK 1 AS MEAS AT A RIGHT ANGLE TO & PARAW THE	TAYLOR, JEFFREY & ANGELLE	22650 JANERO AVE N FOREST EMILY, MN 56447	40458 LITTLE PINE RIVER RD EMILY 56447	187	\$330.99	1	\$1,265.53	\$1,596.52			
632	21260588	LOT 16 BLOCK 1 & ALSO THAT PT OF THE S 52.04 FT OF LOT 16 BLK 1 AS MEASURED AT A	LIEDMAN, RONALD W & CYNTHIA G	176 CAMBERWELL DR EAGAN MN 55123	22019 WHITTAIL DR EMILY 56447	263	\$465.51	1	\$1,265.53	\$1,731.04			
633	21260587	LOT 16 BLOCK 1	LANG, DONALD A & BRENDA KAY	P O BOX 215 EMILY, MN 56447	0	460	\$874.20	1	\$1,265.53	\$2,079.73			
634	21260516	LOT 1 BLOCK 1 AND THAT PART OF THE SE 1/4 OF THE NW 1/4 LYING S OF THE LITTLE PINE	KOZICKY, DAWN W	PO BOX 263 EMILY, MN 56447	0	454	\$803.58	1	\$1,265.53	\$2,069.11			
635	21260615	LOT 1 & 2 & 3, BLK 1 EXCEPT MINERALS TO GAW & SUBJ TO ESMTS, RESTR & RESERV OF REC. IF	SMITH, STEVEN S & LUANN M	22202 SHORE DR S EMILY, MN 56447	22202 SHORE DR S EMILY 56447	180	\$318.60	1	\$1,265.53	\$1,584.13			
636	21260502	TRACT (S) THAT PT OF GL 2 DAF, COMM AT THE SE COR OF 9L 3 SD SEC 26, THEN N 0.017111" W	LANGE, CRAIG C & REBECC A	107 ASPEN CIR BIG LAKE, MN 55309	22220 S SHORE DR EMILY 56447	199	\$350.46	1	\$1,265.53	\$1,615.99			
637	21260558	TRACT (R) PART OF GOV. LOT 2 SEC. 26 DESCRIBED AS FOLLOWS: COMM. AT THE SE	SCRIBNER, KENNETH A &	MARK E DREWITZ 7500 31ST ST NE	22242 S SHORE DR EMILY 56447	261	\$461.97	1	\$1,265.53	\$1,727.50			
638	21260657	TRACT (J) PART OF GOV. LOT 2 SEC. 26 DESCRIBED AS FOLLOWS: COMM. AT THE SE	HAGEMAN, RICHARD J & JUDY D	22294 S SHORE DR EMILY, MN	22294 S SHORE DR EMILY 56447	232	\$410.54	1	\$1,265.53	\$1,676.17			
639	21260659	PT OF GL 2 COMM AT SE COR OF GL 3 SEC 26	STROMBERG, MARK R & TERRI A	5100 FRANCE AVE S #202 EDINA, MN 55410	22320 S SHORE DR EMILY 56447	166	\$350.46	1	\$1,265.53	\$1,615.99			
640	21260656	PT OF GL 2 COMM AT SE COR OF GL 3 SEC 26	STONE, CHARLES F & LORELEI Y	PO BOX 116 EMILY, MN 56447	22334 S SHORE DR EMILY 56447	155	\$274.35	1	\$1,265.53	\$1,539.88			
641	21260655	THAT PT OF GL 2 SEC 26 DAF, COMM AT SE COR OF GL 3 THEN N 0.017111" W ASSM BEAR 50.84	THESING, BRIAN J & MARY E	17035 POTASSIUM CT NW RAMSEY, MN 55303	22368 S SHORE DR EMILY 56447	160	\$283.20	1	\$1,265.53	\$1,548.73			
642	21260654	DAF COMM AT THE SE COR OF GL 3 SD SEC 26	ATKINSON, JOSEPH J	3840 CHASKA BLVD CHASKA, MN 55318	0	86	\$152.22	1	\$1,265.53	\$1,417.75			
644	21260653	TRACT (L) THAT PART OF GOV. LOT 1 AND THAT	DEVINE, RAYMOND J & ROSE	6037 E BOSTON ST MESA, AZ 85205	EMILY 56447	73	\$129.21	1	\$1,265.53	\$1,394.74			
645	21260652	TRACT (J) THAT PART OF GOV. LOT 2 SEC. 26 DESCRIBED AS FOLLOWS: COMM. AT THE SE	HARMS FAMILY TRUST	165 170TH AVE NW OVERMAN, MN 55304	EMILY 56447	106	\$191.16	1	\$1,265.53	\$1,456.69			
646	21260651	TRACT (J) THAT PART OF GOV. LOT 2 SEC. 26 DESCRIBED AS FOLLOWS: COMM. AT THE SE	CARLSTEN, LOREN D & DIANNE H	22402 S SHORE DR EMILY, MN EMILY 56447	EMILY 56447	125	\$221.25	1	\$1,265.53	\$1,486.78			
647	21260650	TRACT (I) THAT PART OF GOV. LOT 2 SEC. 26 DESCRIBED AS FOLLOWS: COMM. AT THE SE	MCLEOD, DAN F & JEAN F	PO BOX 276 EMILY, MN 56447	EMILY 56447	125	\$221.25	1	\$1,265.53	\$1,486.78			
648	21260649	TRACT (H) PART OF GOV. LOT 2 SEC. 26 DESCRIBED AS FOLLOWS: COMM. AT THE SE	HUBBARD, BARBARA & RICHARD C	6729 E DODGE ST MESA, AZ 85205	EMILY 56447	267	\$507.99	1	\$1,265.53	\$1,773.52			
649	21260648	TRACT (F) PT OF GOV LOT 2 DESC AS FOLLOWS: COMM AT THE SE CORNER OF GOV	PECK, MICHAEL & JUDY	PO BOX 121 EMILY, MN 56447	EMILY 56447	166	\$293.82	1	\$1,265.53	\$1,559.35			





PRELIMINARY SPECIAL ASSESSMENT WORKSHEET

2024 ROAD IMPROVEMENTS  
EMILY, MINNESOTA  
SEH No. EMILY 171857

PRELIMINARY SPECIAL ASSESSMENT RATES  
\$1.77 /LF  
\$1,265.53 /LOT

12/7/2023

ITEM NO.	PARCEL ID NO.	PROPERTY DESCRIPTION	PROPERTY OWNER	OWNER ADDRESS	PROPERTY ADDRESS	FF ASSESSMENT	LOT ASSESSMENT	TOTAL PRELIMINARY ASSESSMENT
630	21260647	(TRACT E) PT OF G. 2 SEC 26 DESC AS FOL: COMM AT SE COR OF GL 3 SEC 26 THEN N 00D.	MITCHELL, GRANT J TRUST	14735 OKRAWAYS CT WAZATA, MN 55391	22494 S SHORE DR EMILY 56447	\$233.02	\$1,265.53	\$1,498.55
651	21260653	(TRACT D) THAT PART OF GOV. LOT 2 AND THAT PART OF GOV. LOT 3 SEC. 26 DESCRIBED AS	HERFEL, JASON & JOLENE	13132 ASPEN DR ROGERS, MN 55374	22512 S SHORE DR EMILY 56447	\$267.27	\$1,265.53	\$1,532.80
652	21260629	THAT PART OF GOV. LOT 3 SEC. 26 DESCRIBED AS	SCHOCHOW, KATHERINE J REV TRUST	3300 OAKVIEW LN EMILY, MN 55442	22582 S SHORE DR EMILY 56447	\$288.51	\$1,265.53	\$1,554.04
653	21260613	GOV. LOT 3 DESCRIBED AS FOLLOWS. COMM	HEINSON, JOHN W & ELLEN M	PO BOX 204 EMILY, MN 56447	22582 S SHORE DR EMILY 56447	\$254.66	\$1,265.53	\$1,520.19
654	21260612	LOT 2 BLOCK 2	STILLER, JASON & KARRILEE	23516 385TH AVE ARLINGTON, MN 55307	22668 S SHORE DR EMILY 56447	\$300.90	\$1,265.53	\$1,566.43
655	21260611	LOTS 3 & 4 BLOCK 2 EXCEPT MINERALS	ATKINSON, JOSEPH J	3880 CHASKA BLVD CHASKA, MN 55318	22614 S SHORE DR EMILY 56447	\$437.19	\$1,265.53	\$1,702.72
656	21260610	LOT 5 BLOCK 2	ATKINSON, JOSEPH J	3888 CHASKA BLVD CHASKA, MN 55318	0	\$178.77	\$1,265.53	\$1,444.30
657	21260609	LOT 6 BLOCK 2 EXCEPT MINERALS	WAGENER, ROBERT J & DEBRA J	640 3RD ST W WACONIA, MN 55397	22662 S SHORE DR EMILY 56447	\$311.52	\$1,265.53	\$1,577.05
658	21260608	LOT 7 BLOCK 2	SWANSON, TOD & SANDY	1601 MEADOW LN NE BLAINE MN 55449	22888 S SHORE DR EMILY 56447	\$346.92	\$1,265.53	\$1,612.45
659	21260607	LOT 8 BLOCK 2	SWANSON, TOD & SANDY	1601 MEADOW LN NE BLAINE MN 55449	0	\$177.00	\$1,265.53	\$1,442.53
660	21260606	LOT 9 BLOCK 2 EXC MINERALS	SWANSON, TOD & SANDY	1601 MEADOW LN NE BLAINE MN 55449	0	\$177.00	\$1,265.53	\$1,442.53
661	21260605	LOT 10 BLOCK 2	WOODLAND SHORE HOLDINGS GROUP LLC	402 SECOND ST NE CROSBY, MN 56441	0	\$177.00	\$1,265.53	\$1,442.53
662	21260604	LOT 11 BLOCK 2 SUBJECT TO EASEMENTS OF RECORD	CRAWFORD, LANAE NORD	PO BOX 398 EMILY, MN 56447	22758 S SHORE DR EMILY 56447	\$230.10	\$1,265.53	\$1,495.63
663	21260603	LOT 12 BLOCK 2 SUBJ TO AN ESMNT OF RECORD	ALLEN, PAMELA LYNN	930 SUNSET CT MEDINA, MN 55340	22760 S SHORE DR EMILY 56447	\$272.58	\$1,265.53	\$1,538.11
664	21260602	LOT 13 BLOCK 2	QUILLING, JASON W	8009 WINNETKA AVE N BROOKLYN PARK, MN 55428	22786 S SHORE DR EMILY 56447	\$260.19	\$1,265.53	\$1,525.72
665	21260542	LOT 1 BLOCK 1 EXCEPT MINERALS	QUILLING, JASON W	8009 WINNETKA AVE N BROOKLYN PARK, MN 55428	0	\$522.15	\$1,265.53	\$1,787.68
666	21260541	LOT 2 BLOCK 1 EXCEPT MINERALS	QUILLING, JASON W	8009 WINNETKA AVE N BROOKLYN PARK, MN 55428	22864 S SHORE DR EMILY 56447	\$226.56	\$1,265.53	\$1,492.09
667	21260540	LOT 3 BLOCK 1 EXCEPT MINERALS	WOODLAND SHORE HOLDINGS GROUP LLC	402 SECOND ST NE CROSBY, MN 56441	0	\$200.01	\$1,265.53	\$1,465.54
668	21260539	LOT 4 BLOCK 1 EXCEPT MINERALS	BALVIN, CRAIG & KRISTEN	PO BOX 426 EMILY, MN 56447	22910 S SHORE DR EMILY 56447	\$180.54	\$1,265.53	\$1,446.07
669	21260538	LOT 5 BLOCK 1 EXCEPT MINERALS	WOODLAND SHORE HOLDINGS GROUP LLC	402 SECOND ST NE CROSBY, MN 56441	0	\$168.15	\$1,265.53	\$1,433.68
670	21260537	LOT 6 BLOCK 1 EXCEPT MINERALS	BERGSTROM, JOHN E & KRISTINE A	PO BOX 398 EMILY, MN 56447	22942 S SHORE DR EMILY 56447	\$148.66	\$1,265.53	\$1,414.21
671	21260536	LOT 7 BLOCK 1 EXCEPT MINERALS & LOT 6 BLOCK 1	BERGSTROM, JOHN E & KRISTINE A	PO BOX 398 EMILY, MN 56447	22942 S SHORE DR EMILY 56447	\$229.22	\$1,265.53	\$1,594.75
672	21260535	LOT 8 BLOCK 1 EXCEPT MINERALS	RUCKS, JUSTIN E & JESSICA &	CHRISTOPHER RUCKS 291 13718 LN NW	23002 S SHORE DR EMILY 56447	\$366.39	\$1,265.53	\$1,631.92
673	21260534	LOT 9 BLOCK 1 EXCEPT MINERALS	MEYER, THOMAS A & SHARON K	PO BOX 44 EMILY, MN 56447	23038 S SHORE DR EMILY 56447	\$366.39	\$1,265.53	\$1,631.92
674	21260533	LOT 10 BLOCK 1 EXCEPT MINERALS, SUBJ TO ESMNTS OF RECORD	ISKIERKA, ROGER A & ROSANNE	1331 155TH LN NW ANDOVER, MN 55304	23090 S SHORE DR EMILY 56447	\$270.81	\$1,265.53	\$1,536.34
675	21260532	LOT 11 BLOCK 1	BEATTIE, ROBERT W	1664 OAKBROOKE WAY EAGAN, MN 55122	23122 S SHORE DR EMILY 56447	\$212.40	\$1,265.53	\$1,477.93
676	21260531	LOT 12 BLOCK 1	BEATTIE, ROBERT W	1664 OAKBROOKE WAY EAGAN, MN 55122	23122 S SHORE DR EMILY 56447	\$369.04	\$1,265.53	\$1,634.57
677	21260530	LOT 13 BLOCK 1 EXCEPT MINERALS	PARISEAU, TIMOTHY P & CYNTHIA	23290 ITASCA AVE N FOREST LAKE MN 55125	23130 S SHORE DR EMILY 56447	\$198.24	\$1,265.53	\$1,463.77
678	21260529	LOT 14 BLOCK 1 EXCEPT MINERALS	WOODLAND SHORE HOLDINGS GROUP LLC	402 SECOND ST NE CROSBY, MN 56441	0	\$311.52	\$1,265.53	\$1,577.05
679	21260528	LOT 15 BLOCK 1 EXCEPT WITH AN EASEMENT OF RECORD	NOLBY, BRENT C & KRISTEN L	1505 MARK ST GREENFIELD, MN 55357	22426 S SHORE DR EMILY 56447	\$230.10	\$1,265.53	\$1,495.63
680	21260527	LOT 16 BLOCK 1 EXCEPT MINERALS, SUBJECT TO AN EASEMENT OF RECORD	WOODLAND SHORE HOLDINGS GROUP LLC	402 SECOND ST NE CROSBY, MN 56441	0	\$210.63	\$1,265.53	\$1,476.16
681	21260526	LOT 17 BLOCK 1 EXCEPT MINERALS	ADAMSHECK, JEFFREY J	5800 COVINGTON COURT MINNETONKA, MN 55345	23252 S SHORE DR EMILY 56447	\$168.38	\$1,265.53	\$1,433.91





PRELIMINARY SPECIAL ASSESSMENT WORKSHEET

2024 ROAD IMPROVEMENTS  
EMILY, MINNESOTA  
SEH No. EMILY 171857

PRELIMINARY SPECIAL ASSESSMENT RATES

\$1.77 / LF  
\$1,265.53 / LOT

12/7/2023

ITEM NO.	PARCEL ID NO.	PROPERTY DESCRIPTION	PROPERTY OWNER	OWNER ADDRESS	PROPERTY ADDRESS	FF ASSESSMENT		LOT ASSESSMENT		TOTAL PRELIMINARY ASSESSMENT
						LN	FT	EACH	ASSESSMENT	
682	21290525	LOT 19 BLOCK 1 EXCEPT MINERALS	SZCZECZ, JAMES T & BARBARA A	4885 COUNTRYSIDE DR SHOREVIEW, MN 55128	23260 S SHORE DR EMILY 56447	103	\$182.31	1	\$1,265.53	\$1,447.84
683	21290524	LOT 20 BLOCK 1 EXCEPT MINERALS	PORTER, ROBERT C & DIONNE R	34930 COUNTY ROAD 3 CROSSLAKE MN 56447	23280 S SHORE DR EMILY 56447	130	\$230.10	1	\$1,265.53	\$1,495.63
684	21290523	LOT 21 BLOCK 1 EXCEPT MINERALS	PORTER, ROBERT C & DIONNE R	34930 COUNTY ROAD 3 CROSSLAKE MN 56447	23280 S SHORE DR EMILY 56447	101	\$178.77	1	\$1,265.53	\$1,444.30
685	21290522	LOT 22 BLOCK 1 EXCEPT MINERALS	LARSEN, DAVID J & ANNK	112 WEST RIDGE RD MAYER MN 55360	23310 S SHORE DR EMILY 56447	103	\$182.31	1	\$1,265.53	\$1,447.84
686	21290521	LOT 23 BLOCK 1 EXCEPT MINERALS	HAUS, DAVID S & JUDY A	1225 24TH AVE NE SAUK RAPIDS MN 56379	23344 S SHORE DR EMILY 56447	103	\$192.31	1	\$1,265.53	\$1,457.84
687	21290520	LOT 24 BLOCK 1 EXCEPT MINERALS. SUBJECT TO AN EASEMENT OF RECORD.	MERKEL, KRISTIN & SEAN	4142 CAVANAUGH DR MEDINA MN 55340	23376 S SHORE DR EMILY 56447	171	\$302.67	1	\$1,265.53	\$1,568.20
688	21290519	LOT 25 BLOCK 1 EXCEPT MINERALS	BOSCHEE, SUSAN E TRUST	308 9TH AVE S SARTELL MN 56377	23410 S SHORE DR EMILY 56447	276	\$382.32	1	\$1,265.53	\$1,647.85
689	21290518	LOT 1 BLOCK 1	HUML, DAVID W	425 HUNTER PASS WATGATA MN 55391	23416 S SHORE DR EMILY 56447	117	\$207.09	1	\$1,265.53	\$1,472.62
690	21290517	LOT 2 BLOCK 1 EXCEPT MINERALS	MUELLER, STEVEN EDWARD	8695 LAKE HARRISON CIRCLE WATGATA MN 55391	23416 S SHORE DR EMILY 56447	118	\$208.86	1	\$1,265.53	\$1,474.39
691	21290516	LOT 3 BLOCK 1 EXCEPT MINERALS	JENSEN, CAROLYN L & TODD D & BRYAN	23416 S SHORE DR WATGATA MN 55391	23416 S SHORE DR EMILY 56447	146	\$258.42	1	\$1,265.53	\$1,523.95
692	21290515	LOT 4 BLOCK 1 EXCEPT MINERALS	HESS, J BENJAMIN & JESSICA	723 STONEBAY DR ORONO MN 55356	23504 S SHORE DR EMILY 56447	147	\$260.19	1	\$1,265.53	\$1,525.72
693	21290514	LOT 5 BLOCK 1	HESS, J BENJAMIN & JESSICA	723 STONEBAY DR ORONO MN 55356	23504 S SHORE DR EMILY 56447	120	\$212.40	1	\$1,265.53	\$1,477.93
694	21290513	LOT 6 BLOCK 1	NELSON, PAUL & TRACY	402 SECOND ST NE CROSSBY MN 56441	23544 S SHORE DR EMILY 56447	117	\$207.09	1	\$1,265.53	\$1,472.62
695	21290512	LOT 7 BLOCK 1	WOODLAND SHORE HOLDINGS GROUP LLC	402 SECOND ST NE CROSSBY MN 56441	23544 S SHORE DR EMILY 56447	84	\$148.68	1	\$1,265.53	\$1,414.21
696	21290511	LOT 8 BLOCK 1	NELSON, THOMAS J & CARLENE	208	23576 S SHORE DR PO BOX 208 EMILY 56447	86	\$152.22	1	\$1,265.53	\$1,417.75
697	21290510	LOT 9 BLOCK 1	NELSON, DAVID & MARIKAY	PO BOX 145 EMILY MN 56447	23576 S SHORE DR PO BOX 145 EMILY 56447	100	\$177.00	1	\$1,265.53	\$1,442.53
698	21290509	LOT 10 BLOCK 1	NELSON, DAVID A & MARIKAY J	23596 S SHORE DR PO BOX 145	23596 S SHORE DR PO BOX 145 EMILY 56447	100	\$177.00	1	\$1,265.53	\$1,442.53
699	21290508	LOT 11 BLOCK 1	PHENOW, TIMOTHY & SUSAN REV TRUST	13653 95TH PLACE N MAPLE GROVE MN 55369	23642 S SHORE DR EMILY 56447	102	\$180.54	1	\$1,265.53	\$1,446.07
700	21290507	LOT 12 BLOCK 1	PHENOW, TIMOTHY D REV TRST	13653 95TH PLACE N MAPLE GROVE MN 55369	23642 S SHORE DR EMILY 56447	102	\$180.54	1	\$1,265.53	\$1,446.07
701	21290506	LOT 13 BLOCK 1	NOLBY, CLAYTON & DORIS TRUST	2800 105TH AVE NE BLAHE MN 55449	23666 S SHORE DR EMILY 56447	104	\$184.08	1	\$1,265.53	\$1,449.61
702	21290505	LOT 14 BLOCK 1	HURLBERT, DENE & EMILY C 2006 TRUST	126 INDIO ST SHELL BEACH, CA 92448	23686 S SHORE DR EMILY 56447	105	\$185.85	1	\$1,265.53	\$1,451.38
703	21290504	LOT 15 BLOCK 1 EXCEPT MINERALS	EIDE, ARDIS A TRUST DATED 2/21/08	1087 JANET AVE NE GROVE MN 55317	23714 S SHORE DR EMILY 56447	116	\$205.32	1	\$1,265.53	\$1,470.85
704	21290503	LOT 16 BLOCK 1 EXCEPT MINERALS	EIDE, ARDIS A TRUST DATED 2/21/08	1087 JANET AVE NE GROVE MN 55317	23714 S SHORE DR EMILY 56447	86	\$152.22	1	\$1,265.53	\$1,417.75
705	21290502	LOT 17 BLOCK 1	BAKER FAMILY TRUST	23732 SOUTH SHORE DR EMILY MN 56447	23732 S SHORE DR EMILY 56447	74	\$130.86	1	\$1,265.53	\$1,396.39
706	21290502	LOT 17 BLOCK 1	BAKER FAMILY TRUST	23732 SOUTH SHORE DR EMILY MN 56447	23732 S SHORE DR EMILY 56447	813	\$1,438.01	1	\$1,265.53	\$2,704.54
707	21290501	THAT PART OF THE EAST SIX HUNDRED SIXTY (660) FEET OF GOVT LOT 3, LYING W OF THE E 1/4 OF GOVT LOT 3, SEC 25, TWP 138 RG 26	BAKER FAMILY TRUST	6724 EDGE MOUNT BLVD BROOKLYN PARK, MN 55428	23749 S SHORE DR EMILY 56447	616	\$1,447.86	1	\$1,265.53	\$2,713.39
708	21290517	8891 FT OF GOVT LOT 3 AND SLY OF THE SLY 1/4 LYING SLY OF SLY ROW LINE OF WHITE TAIL DR IN PLAT OF 2ND & 3RD ADDN TO PT OF GL 4 LYING SLY OF SLY ROW LINE OF WHITE TAIL DR IN PLAT OF 2ND ADDN TO LAKE W 669 FT OF GL 5 LYING SLY OF SLY ROW LINE OF WHITE TAIL DRIVE IN 1ST & 2ND ADDN TO SL 6 EXC PTS PLATTED 1ST & 2ND ADDN TO LAKE MARY ESTATES.	MUELLER, STEVEN EDWARD	8895 LAKE HARRISON CIRCLE CHANDLER MN 55317	23887 S SHORE DR EMILY 56447	411	\$727.47	1	\$1,265.53	\$1,993.00
709	21290512	PT OF GL 4 LYING SLY OF SLY ROW LINE OF WHITE TAIL DR IN PLAT OF 2ND ADDN TO LAKE W 669 FT OF GL 5 LYING SLY OF SLY ROW LINE OF WHITE TAIL DRIVE IN 1ST & 2ND ADDN TO SL 6 EXC PTS PLATTED 1ST & 2ND ADDN TO LAKE MARY ESTATES.	BLINDAUER, JAMES H	10753 108TH PL N MAPLE GROVE, MN 55369	23917 S SHORE DR EMILY 56447	929	\$1,644.33	1	\$1,265.53	\$2,909.86
710	21290514	GL 5 EXC PT PLATTED AS 2ND ADDN TO LAKE W 669 FT OF GL 5 LYING SLY OF SLY ROW LINE OF WHITE TAIL DRIVE IN 1ST & 2ND ADDN TO SL 6 EXC PTS PLATTED 1ST & 2ND ADDN TO LAKE MARY ESTATES.	BLINDAUER, JAMES H	10753 108TH PL N MAPLE GROVE, MN 55369	23917 S SHORE DR EMILY 56447	716	\$1,270.86	1	\$1,265.53	\$2,536.39
711	21290515	GL 5 EXC PT PLATTED AS 2ND ADDN TO LAKE W 669 FT OF GL 5 LYING SLY OF SLY ROW LINE OF WHITE TAIL DRIVE IN 1ST & 2ND ADDN TO SL 6 EXC PTS PLATTED 1ST & 2ND ADDN TO LAKE MARY ESTATES.	TIMMONS, SCOTT & JOAN TRUST AGRAMNT	2714 225TH LN NW OAK GROVE MN 55005	23917 S SHORE DR EMILY 56447	665	\$1,177.05	1	\$1,265.53	\$2,442.58
712	21290515	GL 5 EXC PT PLATTED AS 2ND ADDN TO LAKE W 669 FT OF GL 5 LYING SLY OF SLY ROW LINE OF WHITE TAIL DRIVE IN 1ST & 2ND ADDN TO SL 6 EXC PTS PLATTED 1ST & 2ND ADDN TO LAKE MARY ESTATES.	TIMMONS, SCOTT & JOAN TRUST AGRAMNT	2714 225TH LN NW OAK GROVE MN 55005	23917 S SHORE DR EMILY 56447	1446	\$2,562.96	1	\$1,265.53	\$3,828.49



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715	21260514	LOT 19 BLOCK 1	PHENOW, TIMOTHY D	13653 95TH PL N MAPLE GROVE, MN 55869		408	\$1,265.53	\$1,987.69
716	21260515	LOT 14 BLOCK 1	RAUEHORSIT, STEPHEN D & INGRID R	27384 FOX TAIL LN ROGERS EMILY 56447	27709 S SHORE DR EMILY 56447	246	\$1,265.53	\$1,700.95
717	21260516	LOT 13 BLOCK 1	LITFIN, MITCHELL LEONARD	23532 ZION AVE WINSTED, MN 53895		340	\$1,265.53	\$1,867.33
718	21260517	LOT 12 BLOCK 1	STILLER, JASON & KARRI LEE	23516 305TH AVE ARLINGTON, MN 55307		237	\$1,265.53	\$1,895.02
719	21260518	LOT 11 BLOCK 1	THIBODEAU, KAINE C & SANDRA J	22485 SOUTH SHORE DR EMILY MN 56447		366	\$1,265.53	\$1,948.75
720	21260519	LOT 10 BLOCK 1	THIBODEAU, KAINE C & SANDRA J	22485 SOUTH SHORE DR EMILY MN 56447		320	\$1,265.53	\$1,831.93
721	21260520	LOT 9 BLOCK 1	THIBODEAU, KAINE C & SANDRA J	22485 SOUTH SHORE DR EMILY MN 56447		426	\$1,265.53	\$2,019.55
722	21260521	LOT 8 BLOCK 1	NELSON, DEVIN S	16335 105TH ST NW LITTLETON, MN 55382		1135	\$1,265.53	\$3,274.48
723	21260522	LOT 7 BLOCK 1	SCHREIFELS, TIMOTHY A & KAREN L	38574 RD AVE S1 CLOUD, MN 56300		702	\$1,265.53	\$2,508.07
724	21260523	LOT 6 BLOCK 1	CHUBA, RODNEY R & JACKIE M (I/2 INT	2014 COUNTY ROAD 19 MAPLE PLAIN, MN 55359		333	\$1,265.53	\$1,854.94
725	21260524	LOT 5 BLOCK 1	CHUBA, RODNEY R & JACKIE M (I/2 INT	2014 COUNTY ROAD 19 MAPLE PLAIN, MN 55359		273	\$1,265.53	\$1,748.74
726	21260525	LOT 4 BLOCK 1	DIGIOVANNI, NATHAN & SARAH	40340 E EMILY DR EMILY MN 56447 4059		307	\$1,265.53	\$1,808.92
727	21260526	LOT 3 BLOCK 1	DIGIOVANNI, NATHAN & SARAH	40340 E EMILY DR EMILY MN 56447 4059		182	\$1,265.53	\$1,587.67
728	21260527	LOT 2 BLOCK 1	DIGIOVANNI, NATHAN & JACOB	40330 E EMILY DR EMILY MN 56447		204	\$1,265.53	\$1,626.61
729	21260528	LOTS 8 & 9 BLOCK 1	DIGIOVANNI, JACOB S & KAYLA J	40244 E EMILY DR EMILY 56447		274	\$1,265.53	\$1,750.51
730	21260528	SW1/4 OF SE1/4 26 138 26	STATE OF MINNESOTA (DNR)-	ATTN: TAX SPECIALIST 500 LAFAYETTE ROAD BOX 45 56447		486	\$1,265.53	\$2,125.75
731	21260566	LOT 22 BLOCK 1	HEDBLUM, JOHN R	40033 E EMILY DR EMILY, MN 56447		91	\$1,265.53	\$1,426.60
732	21260567	LOT 21 BLOCK 1	KNUTSON, THOMAS C & MARY JANE &	ANTHONY M & JEANNE E VERRY 734 ECHO SHORES CT PO BOX 162 EMILY MN 56447		174	\$1,265.53	\$1,573.51
733	21260568	LOT 20 BLOCK 1	ROHLER, KENNETH J & CHRISTINE	40057 E EMILY DR EMILY MN 56447		105	\$1,265.53	\$1,451.38
734	21260569	LOT 19 BLOCK 1	ARRESTAD, RYAN D & MARY M	40071 E EMILY DR EMILY, MN 56447		100	\$1,265.53	\$1,442.53
735	21260530	GL 9 EXC PT LYING W/ OF PINE RIVER & EXC PT PARTIED AS EAST RIVER ADDN TO EMILY	MONAHAN, KYLE J	40194 E EMILY DR EMILY, MN 56447		721	\$1,265.53	\$2,841.70
736	21260570	LOT 18 BLOCK 1	FLEER, JOHN LARRY TRICE JOHN L FLEE	PO BOX 218 EMILY, MN 56447 8218		98	\$1,265.53	\$1,438.99
737	21260571	LOT 17 BLOCK 1	HANSON, WALTER L & PATRICIA	PO BOX 278 EMILY, MN 56447		99	\$1,265.53	\$1,440.76
738	21260572	LOT 16 BLOCK 1	HANSON, WALTER L & PATRICIA	PO BOX 278 EMILY, MN 56447		96	\$1,265.53	\$1,438.99
739	21260573	LOT 15 BLOCK 1	CARLEN, JAMES L & LINDA A	98 177TH ST S BUFFALO, MN 55313		104	\$1,265.53	\$1,489.61
740	21260574	LOT 14 BLOCK 1	LAZOWSKI, MICHAEL P & GWEN A	22512 128TH AVE N ROGERS, MN 55374		102	\$1,265.53	\$1,468.07
741	21260575	LOT 13 BLOCK 1	ROASE, RICHARD H & MELISSA M	8650 22ND AVE S BLOOMINGTON MN 55925		101	\$1,265.53	\$1,444.30
742	21260576	LOT 12 BLOCK 1, EXCEPT MINERALS	CHUBA, RODNEY R & JACKIE M & MARK	2014 COUNTY ROAD 19 MAPLE PLAIN, MN 55359		98	\$1,265.53	\$1,438.99
743	21260577	LOT 11 BLOCK 1, EXCEPT MINERALS	CHUBA, RODNEY R & JACKIE M (I/2 INT	2014 COUNTY ROAD 19 MAPLE PLAIN, MN 55359		101	\$1,265.53	\$1,444.30
744	21260578	LOT 10 BLOCK 1, EXCEPT MINERALS	LASKEWITZ, DALE & PAMELA	802 13TH AVE SW AUSTIN, MN 55912		101	\$1,265.53	\$1,444.30
745	21260579	LOTS 8 & 9 BLOCK 1	BAKER, LOVELL & JANE	BOX 146 EMILY MN 56447		276	\$1,265.53	\$1,754.05
746	21260580	LOT 7 BLOCK 1	LYNCH, DAVID M	9130 BRYANT AVE S BLOOMINGTON, MN 55420		288	\$1,265.53	\$1,775.29



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12/7/2023

ITEM NO.	PARCEL ID NO.	PROPERTY DESCRIPTION	PROPERTY OWNER	OWNER ADDRESS	PROPERTY ADDRESS	FF. ASSESSMENT	LOT ASSESSMENT	TOTAL PRELIMINARY ASSESSMENT
747	21260591	LOT 6 BLOCK 1	OLSON, DARREN J &	10508 JON ST NW COON RAPIDS MN 55443	40343 E EMILY DR EMILY 56447	LN FT 131 ASSESSMENT \$231.87	EACH 1 ASSESSMENT \$1,265.53	\$1,497.40
748	21260592	LOT 5 BLOCK 1	STRAND, KRISTEN N & JEFFREY A	40373 E EMILY DR EMILY MN 56447	40373 E EMILY DR EMILY 56447	127 \$224.79	1 \$1,265.53	\$1,490.32
749	21260593	LOT 4 BLOCK 1	BUSSANWAS, CATHERINE	56447 WINTERFIELD DR MENDOTA A HEIGHTS MN 55120	EMILY 56447 EMILY 56447	158 \$279.66	1 \$1,265.53	\$1,545.19
750	21260594	LOT 3 BLOCK 1	MORITZ, RANDALL TRUST (UND 1/2 INT) &	42145 BIRCHWOOD DR EMILY MN 56447	EMILY 56447	175 \$309.75	1 \$1,265.53	\$1,575.28
751	21260595	LOT 2 BLOCK 1	FAHRENDORFF, MARK C & SUSAN E	220 LUCY ST NEW PRAGUE MN 56071	EMILY 56447	145 \$258.65	1 \$1,265.53	\$1,524.18
752	21260596	LOT 1 BLOCK 1, SUBJ TO A MINERAL RESERVATION AS SET FORTH IN THAT CERTAIN S1/2 OF NE1/4 OF NE1/4 28 138 26 EX. HWY	UTDENBOGERD, DEAN A & SARA T	12766 BOLIVIA AVE W ROSEMOUNT, MN 55069	EMILY 56447	489 \$865.53	1 \$1,265.53	\$2,131.06
753	21260597	N. 220 FT OF THAT PART OF GOV. LOT 2 SEC. 27 LYING W/1/2 OF OLD STATE HWY #6	MIKKOLA FAMILY TRUST DATED 9/1/2004	MIKKOLA, CLIFFORD JR & KATHY TRISTEE 1927 BEAUF DR EMILY MN 56447	EMILY 56447	476 \$842.52	1 \$1,265.53	\$2,108.05
754	21270753	N. 220 FT OF THAT PART OF GOV. LOT 2 SEC. 27 LYING W/1/2 OF OLD STATE HWY #6	KOMMER, KRISTIA M &	KOMMER, DONALD W 40722 EVERGREEN DR EMILY MN 56447	40722 EVERGREEN DR EMILY 56447	220 \$389.40	1 \$1,265.53	\$1,654.93
757	21270756	SOV. LOT 2 SEC. 27, EXCEPT PART PLATTED AS NW1/4 OF NW1/4 OF SW1/4 EXCEPT THE S1/2 OF THE NW1/4 OF THE NW1/4 NW1/4 (PINE RIDGE CEMETERY SECOND ADDITION)	GENZ, EUGENE R & PATRICIA CITY OF EMILY	2099 BOX 205 EMILY MN 56447	EMILY 56447	1098 \$1,943.46	1 \$1,265.53	\$3,208.99
758	21270742	S1/2 OF THE NW1/4 OF THE NW1/4 NW1/4 (PINE RIDGE CEMETERY SECOND ADDITION)	CITY OF EMILY	O BOX 69 EMILY MN 56447	EMILY 56447	329 \$582.33	1 \$1,265.53	\$1,847.86
759	21270743	S1/2 OF NW1/4 OF SW1/4 27 138 26	CITY OF EMILY	PATRICIA KESTNER, CLERK P O BOX 68 EMILY MN 56447	EMILY 56447	330 \$584.10	1 \$1,265.53	\$1,849.63
760	21270741	S1/2 OF NW1/4 OF SW1/4 27 138 26	MARIZ, JERRY	40397 STATE HIGHWAY 6 PO BOX 13 EMILY MN 56447	EMILY 56447	659 \$1,166.43	1 \$1,265.53	\$2,431.96
762	21270740	N. 580 FT OF SW1/4 OF SW1/4 SECTION 27, AND ALSO THE S. 165 FT OF N. 725 FT OF SW1/4 OF N 1/2 OF SE1/4 OF SE1/4 (3 ACRE HOLE)	E M BROTHER LLC	40138 SAWMILL RD EMILY 56447	EMILY 56447	557 \$985.89	1 \$1,265.53	\$2,251.42
763	21280508	N 1/2 OF SE1/4 OF SE1/4 (3 ACRE HOLE)	TRACY, JOHN & KERENSA TRACY &	C/O RANDY & PRICILLA DESHAYES P O BOX 248 EMILY MN 56447	EMILY 56447	657 \$1,162.89	1 \$1,265.53	\$2,428.42
764	21280512	THAT PART OF NE1/4 OF SE1/4 28 138 26 DESCRIBED BEG. AT A POINT ON THE E. LINE	CITY OF EMILY	PATRICIA KESTNER, CLERK P O BOX 69 EMILY MN 56447	EMILY 56447	364 \$644.28	1 \$1,265.53	\$1,909.81
765	21280511	NE1/4 OF SE1/4 28 138 26 EX. CEMETARY S.23 ACRES EX. PART TO VILLAGE	CITY OF EMILY	PATRICIA KESTNER, CLERK P O BOX 69 EMILY MN 56447	EMILY 56447	470 \$831.90	1 \$1,265.53	\$2,097.43
766	21280513	SE1/4 OF NE1/4 28 138 26	ANDREWS, MARYETTA LOUISE TRUST	2489 DELAWARE AVE MENDOTA HEIGHTS MN 55118	EMILY 56447	484 \$656.68	1 \$1,265.53	\$2,122.21
767	21280525	PT OF LOT 2 BLOCK 1 LYING S OF N 142 FT THEREOF.	ANDREWS, MARYETTA LOUISE TRUST	2069 DELAWARE AVE MENDOTA HEIGHTS MN 55118	EMILY 56447	1318 \$2,332.86	1 \$1,265.53	\$3,598.39
768	21280505	N 142 FT OF LOT 2 BLOCK 1	RODE INN LLC	PO BOX 152 EMILY MN 56447	EMILY 56447	142 \$251.34	1 \$1,265.53	\$1,516.87
769	21280504	N 142 FT OF LOT 2 BLOCK 1	RODE INN LLC	PO BOX 152 EMILY MN 56447	EMILY 56447	142 \$251.34	1 \$1,265.53	\$1,516.87
770	21280507	LOT 1 BLK 1 EXC LOT 1 BLK 1 EXC S 100 FT THEREOF AS MEAS AT A RIGHT ANGLE TO E.	ROHRBACH, DAVID A &	PO BOX 143 EMILY MN 56447	EMILY 56447	100 \$177.00	1 \$1,265.53	\$1,442.53
771	21280506	LOT 1 BLK 1 EXC S 100 FT THEREOF AS MEAS AT A RIGHT ANGLE TO E. & PARALLEL TO E. LINE OF S1/2	ROHRBACH, DAVID A &	PO BOX 143 EMILY MN 56447	EMILY 56447	225 \$398.25	1 \$1,265.53	\$1,663.78
772	21270737	W/2 264 FT OF N/2 165 FT OF S. 760 FT OF SW1/4 LOT 14 BLOCK 1	E M BROTHER LLC	CROSSLAKE MN 56442	EMILY 56447	165 \$292.05	1 \$1,265.53	\$1,557.58
773	21270520	LOT 1 BLOCK 1	ERICKSON, JENNIFER L	707 51TH ST S PRINCETON MN 55371	EMILY 56447	137 \$242.49	1 \$1,265.53	\$1,508.02
774	21270521	LOT 3 BLOCK 1	OLSON, RICHARD & LINDA	PO BOX 308 EMILY MN 56447	EMILY 56447	137 \$242.49	1 \$1,265.53	\$1,508.02
775	21270523	LOT 1 BLOCK 1	JWKS PROPERTIES LLC	PO BOX 346 MERRIFIELD, MN 56465	EMILY 56447	285 \$469.05	1 \$1,265.53	\$1,734.58
776	21270529	LOT 33	SYKES HOLDINGS LLC	C/O RUTH LAKE RESORT 40730 S BAY DR EMILY 56447	EMILY 56447	57 \$100.89	1 \$1,265.53	\$1,366.42
777	21270530	LOT 32	SYKES HOLDINGS LLC	C/O RUTH LAKE RESORT 40730 S BAY DR EMILY 56447	EMILY 56447	57 \$100.89	1 \$1,265.53	\$1,366.42
778	21270531	LOT 31	SYKES HOLDINGS LLC	C/O RUTH LAKE RESORT 40730 S BAY DR EMILY 56447	EMILY 56447	57 \$100.89	1 \$1,265.53	\$1,366.42
779	21270532	LOT 30	SYKES HOLDINGS LLC	C/O RUTH LAKE RESORT 40730 S BAY DR EMILY 56447	EMILY 56447	57 \$100.89	1 \$1,265.53	\$1,366.42
780	21270533	LOT 29	SYKES HOLDINGS LLC	C/O RUTH LAKE RESORT 40730 S BAY DR EMILY 56447	EMILY 56447	57 \$100.89	1 \$1,265.53	\$1,366.42
781	21270534	LOT 28	SYKES HOLDINGS LLC	C/O RUTH LAKE RESORT 40730 S BAY DR EMILY 56447	EMILY 56447	53 \$93.61	1 \$1,265.53	\$1,359.34





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\$1,265.53 / LOT

12/7/2023

ITEM NO.	PARCEL ID NO.	PROPERTY DESCRIPTION	PROPERTY OWNER	OWNER ADDRESS	PROPERTY ADDRESS	FF ASSESSMENT LIN FT	FF ASSESSMENT ASSESSMENT	LOT ASSESSMENT EACH	LOT ASSESSMENT ASSESSMENT	TOTAL PRELIMINARY ASSESSMENT
782	212/0535	LOT 15 28 & 27	KETTELHOOT, KENNETH W & SUSAN M	12927 282ND AVE NW ZIMMERMAN, MN 55398	40692 S BAY DR EMILY 56447	105	\$185.85	1	\$1,265.53	\$1,451.38
783	212/0536	LOT 15 24 & 25	KORTEBEIN, PATRICIA M TRUST	7028 LANFAR LN EDINA, MN 55439	40676 S BAY DR EMILY 56447	105	\$185.85	1	\$1,265.53	\$1,451.38
784	212/0537	LOT 23 RUTH LAKE SHORES EX. 10 FT R.O.W. ON HWY.	RYBAK, GREGORY & HOLLY JO	2200 LEGEND DR RAPIDS, MN 55448	40689 S BAY DR EMILY 56447	52	\$92.04	1	\$1,265.53	\$1,357.57
785	212/0538	LOT 22	MELY, ADAM	11755 WALLEY BLVD NW COON RAPIDS, MN 55448	40690 S BAY DR EMILY 56447	53	\$93.81	1	\$1,265.53	\$1,359.34
786	212/0539	LOT 21	BUKOWSKI, JOANNE M	2336 BUDD AVE MAPLE PLAIN, MN 55359	40650 S BAY DR EMILY 56447	53	\$93.81	1	\$1,265.53	\$1,359.34
787	212/0540	LOT 20	BUKOWSKI, JOANNE M	2336 BUDD AVE MAPLE PLAIN, MN 55359	40638 S BAY DR EMILY 56447	52	\$92.04	1	\$1,265.53	\$1,357.57
788	212/0541	LOTS 18 & 19	BIALON, STANLEY V REVOCABLE TRUST	40636 SOUTH BAY DR EMILY MN 56447	40636 S BAY DR EMILY 56447	105	\$185.85	1	\$1,265.53	\$1,451.38
789	212/0542	LOTS 16 AND 17	HALLOCK, BRIAN A	5737 SUSAN AVE EDINA, MN 55439	40624 S BAY DR EMILY 56447	86	\$152.22	1	\$1,265.53	\$1,417.75
790	212/0543	LOTS 14 & 15	WIPPERFURTH, RICHARD B & TERRI L HOLTAN	TERRI L HOLTAN- WIPPERFURTH 17 WIPPERFURTH 6717 EMILY 56447	40602 S BAY DR EMILY 56447	67	\$118.59	1	\$1,265.53	\$1,384.12
791	212/0544	LOT 12 & 13	WIPPERFURTH, RICHARD B & TERRI L HOLTAN	TERRI L HOLTAN- WIPPERFURTH 17 WIPPERFURTH 6717 EMILY 56447	40602 S BAY DR EMILY 56447	67	\$118.59	1	\$1,265.53	\$1,384.12
792	212/0545	LOT 10 & 11	WIPPERFURTH, RICHARD B & TERRI L HOLTAN	TERRI L HOLTAN- WIPPERFURTH 17 WIPPERFURTH 6717 EMILY 56447	40602 S BAY DR EMILY 56447	67	\$118.59	1	\$1,265.53	\$1,384.12
793	212/0546	LOTS 7, 8 & 9 INCLUSIVE, TOGAW ESMNT.	SEWILL, TERRY W & JULIE D	40560 SOUTH BAY DR EMILY MN 56447	40560 S BAY DR EMILY 56447	109	\$192.93	1	\$1,265.53	\$1,458.46
794	212/0547	LOTS 5 & 6 & ALSO INCL. FOL. LOT 4 EXC THAT PT LYING S OF FOL. DESC. LINE. COMM AT NW LOT 3 AND ALSO INCLUDING THE FOLLOWING PART. THAT PART OF LOT 4 LYING S OF THE LOT 1 & 2	THURK, MICHAEL E & LINDA M	PO BOX 203 EMILY, MN 56447	40556 S BAY DR EMILY 56447	92	\$162.84	1	\$1,265.53	\$1,428.37
795	212/0548	LOT 3	HELBERG, MICHAEL R JR & STEPHANIE A	40552 S BAY DR EMILY MN 56447	40552 S BAY DR EMILY 56447	76	\$134.52	1	\$1,265.53	\$1,400.05
796	212/0549	LOT 1	LINDEMANN, TODD	6285 S THUNDER LAKE DR REMER, MN 56572	40539 S BAY DR EMILY 56447	88	\$155.76	1	\$1,265.53	\$1,421.29
797	212/0545	PT OF NE1/4 OF SW1/4 27 138 26 W OF HWY EX. 31 16 17 & 18 OF SW1/4 COR COMM AT W1/4 COR OF SD SEC 27 THEN N 87D	BUTCHER, BRYCE & AMBER NORD, STEVEN A	4019 STATE HIGHWAY 6 ATLANTA, GA 30312	40528 S BAY DR EMILY 56447	8	\$14.16	1	\$1,265.53	\$1,279.69
798	212/0546	PT OF NW1/4 OF SW1/4 OF NE1/4 OF SW1/4 SEC 27 DAF. COMM AT W. QTR. COR. OF THE ELY ROW LINE OF SOUTH BAY DR. FKA MN FOL. BEG. AT THE POINT IN SAID NESH WHICH LOTS 19 & 20 & LOT 18 EXC E 10 FT THEREOF	WILMOT, CHRISTOPHER N	2771 FERGOUSON CIR 2628 SOUTH AVE N SAINT PAUL, MN 55109	40516 S BAY DR EMILY 56447	101	\$178.77	1	\$1,265.53	\$1,444.30
799	212/0547	PT OF NE1/4 OF SW1/4 OF NE1/4 OF SW1/4 SEC 27 DAF. COMM AT W. QTR. COR. OF THE ELY ROW LINE OF SOUTH BAY DR. FKA MN FOL. BEG. AT THE POINT IN SAID NESH WHICH LOTS 19 & 20 & LOT 18 EXC E 10 FT THEREOF	WILMOT, CHRISTOPHER N	2771 FERGOUSON CIR 2628 SOUTH AVE N SAINT PAUL, MN 55109	40516 S BAY DR EMILY 56447	60	\$106.20	1	\$1,265.53	\$1,371.73
800	212/0548	PT OF NE1/4 OF SW1/4 OF NE1/4 OF SW1/4 SEC 27 DAF. COMM AT W. QTR. COR. OF THE ELY ROW LINE OF SOUTH BAY DR. FKA MN FOL. BEG. AT THE POINT IN SAID NESH WHICH LOTS 19 & 20 & LOT 18 EXC E 10 FT THEREOF	WILMOT, CHRISTOPHER N	2771 FERGOUSON CIR 2628 SOUTH AVE N SAINT PAUL, MN 55109	40516 S BAY DR EMILY 56447	119	\$210.63	1	\$1,265.53	\$1,476.16
801	212/0549	PT OF NE1/4 OF SW1/4 OF NE1/4 OF SW1/4 SEC 27 DAF. COMM AT W. QTR. COR. OF THE ELY ROW LINE OF SOUTH BAY DR. FKA MN FOL. BEG. AT THE POINT IN SAID NESH WHICH LOTS 19 & 20 & LOT 18 EXC E 10 FT THEREOF	WILMOT, CHRISTOPHER N	2771 FERGOUSON CIR 2628 SOUTH AVE N SAINT PAUL, MN 55109	40516 S BAY DR EMILY 56447	175	\$309.75	1	\$1,265.53	\$1,575.28
802	212/0550	PT OF NE1/4 OF SW1/4 OF NE1/4 OF SW1/4 SEC 27 DAF. COMM AT W. QTR. COR. OF THE ELY ROW LINE OF SOUTH BAY DR. FKA MN FOL. BEG. AT THE POINT IN SAID NESH WHICH LOTS 19 & 20 & LOT 18 EXC E 10 FT THEREOF	WILMOT, CHRISTOPHER N	2771 FERGOUSON CIR 2628 SOUTH AVE N SAINT PAUL, MN 55109	40516 S BAY DR EMILY 56447	175	\$309.75	1	\$1,265.53	\$1,575.28
803	212/0551	PT OF NE1/4 OF SW1/4 OF NE1/4 OF SW1/4 SEC 27 DAF. COMM AT W. QTR. COR. OF THE ELY ROW LINE OF SOUTH BAY DR. FKA MN FOL. BEG. AT THE POINT IN SAID NESH WHICH LOTS 19 & 20 & LOT 18 EXC E 10 FT THEREOF	WILMOT, CHRISTOPHER N	2771 FERGOUSON CIR 2628 SOUTH AVE N SAINT PAUL, MN 55109	40516 S BAY DR EMILY 56447	179	\$316.93	1	\$1,265.53	\$1,582.36
804	212/0552	PT OF NE1/4 OF SW1/4 OF NE1/4 OF SW1/4 SEC 27 DAF. COMM AT W. QTR. COR. OF THE ELY ROW LINE OF SOUTH BAY DR. FKA MN FOL. BEG. AT THE POINT IN SAID NESH WHICH LOTS 19 & 20 & LOT 18 EXC E 10 FT THEREOF	WILMOT, CHRISTOPHER N	2771 FERGOUSON CIR 2628 SOUTH AVE N SAINT PAUL, MN 55109	40516 S BAY DR EMILY 56447	126	\$223.02	1	\$1,265.53	\$1,488.55
805	212/0553	PT OF NE1/4 OF SW1/4 OF NE1/4 OF SW1/4 SEC 27 DAF. COMM AT W. QTR. COR. OF THE ELY ROW LINE OF SOUTH BAY DR. FKA MN FOL. BEG. AT THE POINT IN SAID NESH WHICH LOTS 19 & 20 & LOT 18 EXC E 10 FT THEREOF	WILMOT, CHRISTOPHER N	2771 FERGOUSON CIR 2628 SOUTH AVE N SAINT PAUL, MN 55109	40516 S BAY DR EMILY 56447	81	\$143.37	1	\$1,265.53	\$1,408.90
806	212/0554	PT OF NE1/4 OF SW1/4 OF NE1/4 OF SW1/4 SEC 27 DAF. COMM AT W. QTR. COR. OF THE ELY ROW LINE OF SOUTH BAY DR. FKA MN FOL. BEG. AT THE POINT IN SAID NESH WHICH LOTS 19 & 20 & LOT 18 EXC E 10 FT THEREOF	WILMOT, CHRISTOPHER N	2771 FERGOUSON CIR 2628 SOUTH AVE N SAINT PAUL, MN 55109	40516 S BAY DR EMILY 56447	45	\$79.65	1	\$1,265.53	\$1,345.18
807	212/0555	PT OF NE1/4 OF SW1/4 OF NE1/4 OF SW1/4 SEC 27 DAF. COMM AT W. QTR. COR. OF THE ELY ROW LINE OF SOUTH BAY DR. FKA MN FOL. BEG. AT THE POINT IN SAID NESH WHICH LOTS 19 & 20 & LOT 18 EXC E 10 FT THEREOF	WILMOT, CHRISTOPHER N	2771 FERGOUSON CIR 2628 SOUTH AVE N SAINT PAUL, MN 55109	40516 S BAY DR EMILY 56447	50	\$88.50	1	\$1,265.53	\$1,354.03
808	212/0556	PT OF NE1/4 OF SW1/4 OF NE1/4 OF SW1/4 SEC 27 DAF. COMM AT W. QTR. COR. OF THE ELY ROW LINE OF SOUTH BAY DR. FKA MN FOL. BEG. AT THE POINT IN SAID NESH WHICH LOTS 19 & 20 & LOT 18 EXC E 10 FT THEREOF	WILMOT, CHRISTOPHER N	2771 FERGOUSON CIR 2628 SOUTH AVE N SAINT PAUL, MN 55109	40516 S BAY DR EMILY 56447	50	\$88.50	1	\$1,265.53	\$1,354.03
809	212/0557	PT OF NE1/4 OF SW1/4 OF NE1/4 OF SW1/4 SEC 27 DAF. COMM AT W. QTR. COR. OF THE ELY ROW LINE OF SOUTH BAY DR. FKA MN FOL. BEG. AT THE POINT IN SAID NESH WHICH LOTS 19 & 20 & LOT 18 EXC E 10 FT THEREOF	WILMOT, CHRISTOPHER N	2771 FERGOUSON CIR 2628 SOUTH AVE N SAINT PAUL, MN 55109	40516 S BAY DR EMILY 56447	75	\$132.75	1	\$1,265.53	\$1,398.28
810	212/0558	PT OF NE1/4 OF SW1/4 OF NE1/4 OF SW1/4 SEC 27 DAF. COMM AT W. QTR. COR. OF THE ELY ROW LINE OF SOUTH BAY DR. FKA MN FOL. BEG. AT THE POINT IN SAID NESH WHICH LOTS 19 & 20 & LOT 18 EXC E 10 FT THEREOF	WILMOT, CHRISTOPHER N	2771 FERGOUSON CIR 2628 SOUTH AVE N SAINT PAUL, MN 55109	40516 S BAY DR EMILY 56447	185	\$292.05	1	\$1,265.53	\$1,557.58
811	212/0559	PT OF NE1/4 OF SW1/4 OF NE1/4 OF SW1/4 SEC 27 DAF. COMM AT W. QTR. COR. OF THE ELY ROW LINE OF SOUTH BAY DR. FKA MN FOL. BEG. AT THE POINT IN SAID NESH WHICH LOTS 19 & 20 & LOT 18 EXC E 10 FT THEREOF	WILMOT, CHRISTOPHER N	2771 FERGOUSON CIR 2628 SOUTH AVE N SAINT PAUL, MN 55109	40516 S BAY DR EMILY 56447	155	\$274.35	1	\$1,265.53	\$1,539.88
812	212/0560	PT OF NE1/4 OF SW1/4 OF NE1/4 OF SW1/4 SEC 27 DAF. COMM AT W. QTR. COR. OF THE ELY ROW LINE OF SOUTH BAY DR. FKA MN FOL. BEG. AT THE POINT IN SAID NESH WHICH LOTS 19 & 20 & LOT 18 EXC E 10 FT THEREOF	WILMOT, CHRISTOPHER N	2771 FERGOUSON CIR 2628 SOUTH AVE N SAINT PAUL, MN 55109	40516 S BAY DR EMILY 56447	60	\$106.20	1	\$1,265.53	\$1,371.73
813	212/0561	PT OF NE1/4 OF SW1/4 OF NE1/4 OF SW1/4 SEC 27 DAF. COMM AT W. QTR. COR. OF THE ELY ROW LINE OF SOUTH BAY DR. FKA MN FOL. BEG. AT THE POINT IN SAID NESH WHICH LOTS 19 & 20 & LOT 18 EXC E 10 FT THEREOF	WILMOT, CHRISTOPHER N	2771 FERGOUSON CIR 2628 SOUTH AVE N SAINT PAUL, MN 55109	40516 S BAY DR EMILY 56447	274	\$484.98	1	\$1,265.53	\$1,750.51

**PRELIMINARY SPECIAL ASSESSMENT RATES**  
 \$1.77 /LF  
 \$1,265.53 /LOT

**PRELIMINARY SPECIAL ASSESSMENT WORKSHEET**

2024 ROAD IMPROVEMENTS  
 EMILY, MINNESOTA  
 SEH No. EMILY 171857



ITEM NO.	PARCEL ID NO.	PROPERTY DESCRIPTION	PROPERTY OWNER	OWNER ADDRESS	PROPERTY ADDRESS	FF ASSESSMENT	LOT ASSESSMENT	TOTAL PRELIMINARY ASSESSMENT
814	21270581	LOTS 2 & 3 INCLUSIVE	DOLS, ANDREW & JODELLE (1/3 INT)	3840 CRYSTAL LAKE BLVD ROBBINSDALE, MN 55422	40411 PINEWOOD DR EMILY 56447	116 \$205.32	1 \$1,265.53	\$1,470.85
815	21270570	ALL THAT PART OF OUTLOT 4 LYING NLY OF THE POL DESCRIBED LINE, COMM AT THE THAT PT OF OUTLOT 4 LYING SLY-FOL DESS LINE, COMM AT MOST NLY COR OF SD OUTLOT, OUTLOT 1	WAXON, PHILIP ALLAN	EMILY, MN 56447 6 EMILY 56447	40365 PINEWOOD DR EMILY 56447	282 \$489.14	1 \$1,265.53	\$1,754.67
816	21270569	THAT PT OF OUTLOT 4 LYING SLY-FOL DESS LINE, COMM AT MOST NLY COR OF SD OUTLOT, OUTLOT 1	ENGELHARDT, MARILYN	56401 4451 HIGHWAY 35 N # 106	BRANNEHD, 56401 4030 S BAY DR	187 \$330.99	1 \$1,265.53	\$1,596.52
817	21270551	OUTLOT 1	VLASIN, JAMES V	ROCKPORT TX 78382	EMILY 56447	811 \$1,435.47	1 \$1,265.53	\$2,701.00
818	21270550	OUTLOT 2 RUTH LAKE PARADISE	HALLELAND, JEFFREY & ANDREA	40300 S BAY DR EMILY, MN 56447	EMILY 56447	174 \$407.98	1 \$1,265.53	\$1,673.51
819	21270751	THAT PT OF THE NEW & THAT PT OF THE NWSW DAF, COMM AT THE IM AT THE SW COR THAT PART OF NE1/4 OF SW1/4 SECTION 27 DESCRIBED AS FOLLOWS: COMM. AT THE IRON COMM AT A POINT ON THE N BNDRY LINE OF THE NEW ACCORD TO THE GOV SURVEY	WAGNER, DANA J & LISA C	2133 749TH AVE NW ANDOVER MN 55304	40492 S BAY DR EMILY 56447	60 \$106.20	1 \$1,265.53	\$1,371.73
820	21270750	THAT PART OF NE1/4 OF SW1/4 SECTION 27 DESCRIBED AS FOLLOWS: COMM. AT THE IRON COMM AT A POINT ON THE N BNDRY LINE OF THE NEW ACCORD TO THE GOV SURVEY	FOWLER CABIN TRUST AGREEMENT	C/O THOMAS & SUJAN FOWLER PO BOX 87	40470 S BAY DR EMILY 56447	144 \$254.88	1 \$1,265.53	\$1,520.41
821	21270749	THAT PART OF NE1/4 OF SW1/4 SECTION 27 DESCRIBED AS FOLLOWS: COMM. AT THE IRON COMM AT A POINT ON THE N BNDRY LINE OF THE NEW ACCORD TO THE GOV SURVEY	WHITMORE, TIMOTHY M	2515 TERMINI DR MUSCATINE IA 52781	40469 S BAY DR EMILY 56447	108 \$191.16	1 \$1,265.53	\$1,456.69
837	21340782	LOTS 13 THRU LOT 19 BLOCK 1, INCLUSIVE (NOT INCLUDING ANY PORTION OF THE LOTS 20 THRU LOT 24 BLOCK 1, INCLUSIVE AND LOT 21 BLOCK 8	MORITZ, RANDALL TRUST (UND 1/2 INT) &	42145 BIRCHWOOD DR EMILY, MN 56447	3985 ROBINSON ST EMILY 56447	178 \$315.06	1 \$1,265.53	\$1,580.59
838	21340781	LOTS 20 THRU LOT 24 BLOCK 1, INCLUSIVE AND LOT 21 BLOCK 8	MORITZ, RANDALL TRUST (UND 1/2 INT) &	42145 BIRCHWOOD DR EMILY, MN 56447	3985 ROBINSON ST EMILY 56447	141 \$249.57	1 \$1,265.53	\$1,515.10
839	21340645	LOT 21 BLOCK 8	MORITZ, RANDALL TRUST (UND 1/2 INT) &	42145 BIRCHWOOD DR EMILY, MN 56447	0	125 \$221.25	1 \$1,265.53	\$1,486.78
841	21340847	PT OF GL 1 DESS: COMM AT N 1/4 COR OF SD SEC. 34 THEN N 89D 33'30"W ASSM BEAR ALGN THAT PART OF GOV. LOT 1 SEC. 34 DESCRIBED AS FOL. COMM. AT THE INTERSECTION OF THE ALL THAT PT OF GL 1 DAF: BEG AT THE NW COR OF PINE ST IN PLATTED EMILY WHERE IT LOT 6 BLOCK 1	GAYHART, CODY R & TISHA M	18/63 COUNTY ROAD 532 NASHWAUK, MN 55769	39877 WHITE PINE ST EMILY 56447	38 \$67.26	1 \$1,265.53	\$1,332.79
842	21340889	THAT PART OF GOV. LOT 1 SEC. 34 DESCRIBED AS FOL. COMM. AT THE INTERSECTION OF THE ALL THAT PT OF GL 1 DAF: BEG AT THE NW COR OF PINE ST IN PLATTED EMILY WHERE IT LOT 6 BLOCK 1	MORITZ, RANDALL TRUST (UND 1/2 INT) &	42145 BIRCHWOOD DR EMILY, MN 56447	39875 ROBINSON ST EMILY 56447	300 \$31.00	1 \$1,265.53	\$1,296.53
843	21340891	THAT PART OF GOV. LOT 1 SEC. 34 DESCRIBED AS FOL. COMM. AT THE INTERSECTION OF THE ALL THAT PT OF GL 1 DAF: BEG AT THE NW COR OF PINE ST IN PLATTED EMILY WHERE IT LOT 6 BLOCK 1	EMILY COOPERATIVE TELEPHONE CO	40040 STATE HIGHWAY 6 PO BOX 100	20941 COUNTY ROAD 1 EMILY 56447	201 \$955.77	1 \$1,265.53	\$1,621.30
868	21340847	LOT 6 BLOCK 1	STATE OF MINNESOTA DEPARTMENT OF	MAINSTOP 631 (DP) 395 JOHN IRELAND BLVD	0	50 \$88.50	1 \$1,265.53	\$1,354.03
869	21340940	LOTS 1 & 2 & N1/2 OF LOT 3 BLOCK 2	ST EMILY'S CATHOLIC CHURCH	PO BOX 25 EMILY, MN 56447	EMILY 56447 39911 LAKE ST	125 \$221.25	1 \$1,265.53	\$1,486.78
870	21340838	N. 1/2 OF LOT 4 BLOCK 2	MYOGETO, JEFFERY SCOTT	P O BOX 3 EMILY, MN 56447-	EMILY 56447	25 \$44.25	1 \$1,265.53	\$1,309.78
871	21340838	N. 1/2 OF LOT 4 BLOCK 2	MYOGETO, JEFFERY SCOTT	0003	EMILY 56447	25 \$44.25	1 \$1,265.53	\$1,309.78
872	21340837	S. 1/2 OF LOT 4 BLOCK 2	MYOGETO, JEFFERY SCOTT	P O BOX 3 EMILY, MN 56447-	EMILY 56447	25 \$44.25	1 \$1,265.53	\$1,309.78
873	21340836	LOT 5 BLOCK 2	MYOGETO, JEFFERY SCOTT	P O BOX 3 EMILY, MN 56447-	EMILY 56447	50 \$88.50	1 \$1,265.53	\$1,354.03
874	21340835	LOT 6 BLOCK 2	MYOGETO, JEFFERY SCOTT	P O BOX 3 EMILY, MN 56447-	EMILY 56447	50 \$88.50	1 \$1,265.53	\$1,354.03
877	21340894	THAT PART OF GOV. LOT 1 SEC. 34 DESCRIBED AS FOLLOWS: BEG AT A POINT ON THE E. LINE THAT PT OF GOV LOT 1 SEC. 34 AS FOLLOWS: BEG AT A POINT ON THE E. LINE IN BEG AT A POINT ON THE E. LINE OF LOT 30 IN BEG AT A POINT ON THE E. LINE OF LOT 30 IN BEG AT A POINT ON THE E. LINE OF LOT 30 IN BEG AT A POINT ON THE E. LINE OF LOT 30 IN	EPPEN, SCOTT ALLAN & MARY F	PO BOX 351 EMILY, MN 56447	EMILY 56447	100 \$177.00	1 \$1,265.53	\$1,442.53
878	21340895	THAT PT OF GOV LOT 1 SEC. 34 AS FOLLOWS: BEG AT A POINT ON THE E. LINE OF LOT 30 IN BEG AT A POINT ON THE E. LINE OF LOT 30 IN BEG AT A POINT ON THE E. LINE OF LOT 30 IN BEG AT A POINT ON THE E. LINE OF LOT 30 IN	BEMIS, MARY E & RICHARD L	PO BOX 4 EMILY, MN 56447	EMILY 56447	133 \$238.41	1 \$1,265.53	\$1,503.94
879	21340896	THAT PT OF GOV LOT 1 SEC. 34 AS FOLLOWS: BEG AT A POINT ON THE E. LINE OF LOT 30 IN BEG AT A POINT ON THE E. LINE OF LOT 30 IN BEG AT A POINT ON THE E. LINE OF LOT 30 IN BEG AT A POINT ON THE E. LINE OF LOT 30 IN	CHURCH OFF ST EMILY	39922 LAKE ST P O BOX 25 EMILY, MN 56447	EMILY 56447	225 \$399.25	1 \$1,265.53	\$1,664.78
883	21340892	THAT PT OF GL 1 SEC. 34 & THAT PT OF GL 6 SEC. 27 & THAT PT OF SESS SEC. 27 DAF. COMM	CITY OF EMILY	PATRICIA KESTNER, CLERK P O BOX 68	EMILY 56447	470 \$831.90	1 \$1,265.53	\$2,097.43
884	21270633	LOT 5 BLOCK 1	CITY OF EMILY	PATRICIA KESTNER, CLERK P O BOX 69	EMILY 56447	25 \$44.25	1 \$1,265.53	\$1,309.78
885	21270634	LOT 4 BLOCK 1	CITY OF EMILY	PATRICIA KESTNER, CLERK P O BOX 69	EMILY 56447	48 \$84.96	1 \$1,265.53	\$1,350.49
886	21270635	LOT 3 BLOCK 1	CITY OF EMILY	PATRICIA KESTNER, CLERK P O BOX 69	EMILY 56447	280 \$495.60	1 \$1,265.53	\$1,761.13
887	21270636	LOT 2 BLOCK 1	BEBEAU, THOMAS & RANDALL & JOSEPH &	107 COUNTY ROAD 1 EMILY 56447	EMILY 56447	202 \$357.54	1 \$1,265.53	\$1,623.07
888	21270632	LOT 6 BLOCK 1	BISTODEAU, CYNTHIA A & DAVID A	PO BOX 382 EMILY, MN 56447	50715 BUNGALOW LN EMILY 56447	151 \$267.27	1 \$1,265.53	\$1,532.80
889	21340801	PT OF GOV LOT 1 AND THAT PT OF GOV LOT 6 DESS: AS FOLLOWS: COMM AT THE N. 1/4 N1/4 OF NE1/4 SECTION 32 EXCEPT THE W. 40 FT OF NW1/4 OF NE1/4 LYING N. OF DAVIS	BUNGALOW PROPERTIES LLC (1/2 INTEREST)	42332 LITTLE PINE RD EMILY, MN 56447	39942 PARR LN EMILY 56447	297 \$525.69	1 \$1,265.53	\$1,791.22
890	21320557	40 FT OF NW1/4 OF NE1/4 LYING N. OF DAVIS	JOHNSON, RANDY A	19423 COUNTY ROAD 1 EMILY MN 56447	EMILY 56447	69 \$122.13	1 \$1,265.53	\$1,387.66





PRELIMINARY SPECIAL ASSESSMENT WORKSHEET

2024 ROAD IMPROVEMENTS  
EMILY, MINNESOTA  
SEH No. EMILY 171857

PRELIMINARY SPECIAL ASSESSMENT RATES  
\$1.77 /LF  
\$1,265.53 /LOT

12/7/2023

ITEM NO.	PARCEL ID NO.	PROPERTY DESCRIPTION	PROPERTY OWNER	OWNER ADDRESS	PROPERTY ADDRESS	FF ASSESSMENT LN FT	ASSESSMENT	LOT ASSESSMENT EACH	ASSESSMENT	TOTAL PRELIMINARY ASSESSMENT
881	21320521	LOT 19A BLOCK 1 (COMMON ELEMENT PARCEL 2115300120A0009 & 21153002020009)	INVESTORS TOGETHER INC	P O BOX 564 MAPLE LAKE, MN 55358	EMILY 56447	95	\$168.15	1	\$1,265.53	\$1,433.68
882	21320522	LOT 19A BLOCK 1 (COMMON ELEMENT PARCEL 2115300120A0009 & 21153002020009)	INVESTORS TOGETHER INC	P O BOX 564 MAPLE LAKE, MN 55358	EMILY 56447	95	\$168.15	1	\$1,265.53	\$1,433.68
883	21320523	LOT 19A BLOCK 1 (COMMON ELEMENT PARCEL 2115300120A0009 & 21153002020009)	MAXINE, DARRRELL A LIVING TRUST	PO BOX 224 EMILY, MN 56447	EMILY 56447	95	\$168.15	1	\$1,265.53	\$1,433.68
884	21320524	LOT 18A BLOCK 1 (COMMON ELEMENT PARCEL 2115300120A0009 & 21153002020009)	HAUGEN, JEFFERY J & LYNETTE M	1825 128TH AVE NW COON RAPIDS, MN 55448	EMILY 56447	95	\$168.15	1	\$1,265.53	\$1,433.68
885	21320525	LOT 15A BLOCK 1 (COMMON ELEMENT PARCEL 2115300120A0009 & 21153002020009)	HAUGEN, JEFFERY J & LYNETTE M	COON RAPIDS, MN 55448	EMILY 56447	95	\$168.15	1	\$1,265.53	\$1,433.68
886	21320526	LOT 14A BLOCK 1 (COMMON ELEMENT PARCEL 2115300120A0009 & 21153002020009)	MCCLELLAN, MICHAEL D & JULIE A & BALVIN, CRAIG S & LYNDA C BARTEL	17131 YALE ST NW ELK RIVER, MN 55330	EMILY 56447	95	\$168.15	1	\$1,265.53	\$1,433.68
887	21320527	LOT 13A BLOCK 1 (COMMON ELEMENT PARCEL 2115300120A0009 & 21153002020009)	PAR WEST ESTATES, HOMEOWNERS ASSOC	PO BOX 564 EMILY, MN 56447	EMILY 56447	0	\$0.00	0	\$0.00	\$0.00
888	21320528	LOT 20A BLOCK 1 (COMMON ELEMENT PARCEL 2115300120A0009 & 21153002020009)	INVESTORS TOGETHER INC	P O BOX 564 MAPLE LAKE, MN 55358	EMILY 56447	95	\$168.15	1	\$1,265.53	\$1,433.68
889	21320529	LOT 12A BLOCK 1 (COMMON ELEMENT PARCEL 2115300120A0009 & 21153002020009)	ANGE, SHARON E	3842 PAR WEST DR EMILY MN 56447	EMILY 56447	95	\$168.15	1	\$1,265.53	\$1,433.68
901	21320530	LOT 10A BLOCK 1 (COMMON ELEMENT PARCEL 2115300120A0009 & 21153002020009)	PETRON, KEITH JOSEPH & SPAH, PENNY LYNN	3814 PAR WEST DR EMILY MN 56447	EMILY 56447	95	\$168.15	1	\$1,265.53	\$1,433.68
902	21320531	LOT 9A BLOCK 1 (COMMON ELEMENT PARCEL 2115300120A0009 & 21153002020009)	INVESTORS TOGETHER INC	P O BOX 564 MAPLE LAKE, MN 55358	EMILY 56447	95	\$168.15	1	\$1,265.53	\$1,433.68
903	21320532	LOT 8A BLOCK 1 (COMMON ELEMENT PARCEL 2115300120A0009 & 21153002020009)	MEDROW, JUDITH G	39786 PAR WEST DR EMILY MN 56447	EMILY 56447	95	\$168.15	1	\$1,265.53	\$1,433.68
904	21320533	LOT 7A BLOCK 1 (COMMON ELEMENT PARCEL 2115300120A0009 & 21153002020009)	FARRIS, ELENA M	PO BOX 348 EMILY MN 56447	EMILY 56447	95	\$168.15	1	\$1,265.53	\$1,433.68
905	21320534	LOT 6A BLOCK 1 (COMMON ELEMENT PARCEL 2115300120A0009 & 21153002020009)	GRONHOLM, JOHN H & SHIRLEY E LIVING TRUST LTD	3845 E LEL PAR WEST DR ANDOVER, MN 55304	EMILY 56447	95	\$168.15	1	\$1,265.53	\$1,433.68
906	21320535	LOT 5A BLOCK 1 (COMMON ELEMENT PARCEL 2115300120A0009 & 21153002020009)	LEVERSON, DON A & MARY T	17240 PARTIDGE ST NW ANDOVER, MN 55304	EMILY 56447	95	\$168.15	1	\$1,265.53	\$1,433.68
907	21320536	LOT 4A BLOCK 1 (COMMON ELEMENT PARCEL 2115300120A0009 & 21153002020009)	LEVERSON, DON A & MARY T	17240 PARTIDGE ST NW ANDOVER, MN 55304	EMILY 56447	95	\$168.15	1	\$1,265.53	\$1,433.68
908	21320537	LOT 3A BLOCK 1 (COMMON ELEMENT PARCEL 2115300120A0009 & 21153002020009)	GIBBS, PATRICK G & JACQUELINE M	39742 PAR WEST DR EMILY MN 56447	EMILY 56447	95	\$168.15	1	\$1,265.53	\$1,433.68
909	21320538	LOT 2A BLOCK 1 (COMMON ELEMENT PARCEL 2115300120A0009 & 21153002020009)	GIBBS, PATRICK G & JACQUELINE M	39742 PAR WEST DR EMILY MN 56447	EMILY 56447	95	\$168.15	1	\$1,265.53	\$1,433.68
910	21320539	LOT 1A BLOCK 1 (COMMON ELEMENT PARCEL 2115300120A0009 & 21153002020009)	LINDSAY, TYRONE M & LINDSAY, TYRONE M &	6700 PLAZA CURY NE MINNEAPOLIS MN 55432	EMILY 56447	95	\$168.15	1	\$1,265.53	\$1,433.68
911	21320519	LOT 1 BLOCK 2 (COMMON ELEMENT PARCEL 2115300120A0009 & 21153002020009)	GIBBS, PATRICK G & JACQUELINE M	39728 PAR WEST DR EMILY MN 56447	EMILY 56447	97	\$171.69	1	\$1,265.53	\$1,437.22
912	21320516	LOT 2 BLOCK 2 (COMMON ELEMENT PARCEL 2115300120A0009 & 21153002020009)	GIBBS, PATRICK G & JACQUELINE M	39740 PAR WEST DR EMILY MN 56447	EMILY 56447	97	\$171.69	1	\$1,265.53	\$1,437.22
913	21320517	LOT 3 BLOCK 2 (COMMON ELEMENT PARCEL 2115300120A0009 & 21153002020009)	GIBBS, PATRICK G & JACQUELINE M	39742 PAR WEST DR EMILY MN 56447	EMILY 56447	97	\$171.69	1	\$1,265.53	\$1,437.22
914	21320516	LOT 4 BLOCK 2 (COMMON ELEMENT PARCEL 2115300120A0009 & 21153002020009)	LEVERSON, DON A & MARY T	17240 PARTIDGE ST NW ANDOVER, MN 55304	EMILY 56447	97	\$171.69	1	\$1,265.53	\$1,437.22
915	21320515	LOT 5 BLOCK 2 (COMMON ELEMENT PARCEL 2115300120A0009 & 21153002020009)	LEVERSON, DON A & MARY T	17240 PARTIDGE ST NW ANDOVER, MN 55304	EMILY 56447	97	\$171.69	1	\$1,265.53	\$1,437.22
916	21320514	LOT 6 BLOCK 2 (COMMON ELEMENT PARCEL 2115300120A0009 & 21153002020009)	GRONHOLM, JOHN H & SHIRLEY E LIVING TRUST LTD	3845 E LEL PAR WEST DR ANDOVER, MN 55304	EMILY 56447	97	\$171.69	1	\$1,265.53	\$1,437.22
917	21320500	LOT 20 BLOCK 2	PAR WEST ESTATES, HOMEOWNERS ASSOC	PO BOX 564 EMILY, MN 56447	EMILY 56447	0	\$0.00	0	\$0.00	\$0.00
918	21320513	LOT 7 BLOCK 2 (COMMON ELEMENT PARCEL 2115300120A0009 & 21153002020009)	FARRIS, ELENA M	39786 PAR WEST DR EMILY MN 56447	EMILY 56447	97	\$171.69	1	\$1,265.53	\$1,437.22
919	21320512	LOT 8 BLOCK 2 (COMMON ELEMENT PARCEL 2115300120A0009 & 21153002020009)	MEDROW, JUDITH G	3845 E LEL PAR WEST DR ANDOVER, MN 55304	EMILY 56447	97	\$171.69	1	\$1,265.53	\$1,437.22
920	21320510	LOT 9 BLOCK 2 (COMMON ELEMENT PARCEL 2115300120A0009 & 21153002020009)	INVESTORS TOGETHER INC	P O BOX 564 MAPLE LAKE, MN 55358	EMILY 56447	97	\$171.69	1	\$1,265.53	\$1,437.22
921	21320510	LOT 10 BLOCK 2 (COMMON ELEMENT PARCEL 2115300120A0009 & 21153002020009)	PETRON, KEITH JOSEPH & SPAH, PENNY LYNN	3814 PAR WEST DR EMILY MN 56447	EMILY 56447	97	\$171.69	1	\$1,265.53	\$1,437.22
922	21320509	LOT 11 BLOCK 2 (COMMON ELEMENT PARCEL 2115300120A0009 & 21153002020009)	ANGE, SHARON E	3842 PAR WEST DR EMILY MN 56447	EMILY 56447	97	\$171.69	1	\$1,265.53	\$1,437.22





PRELIMINARY SPECIAL ASSESSMENT WORKSHEET

2024 ROAD IMPROVEMENTS  
EMILY, MINNESOTA  
SEH No. EMILY 171657

PRELIMINARY SPECIAL ASSESSMENT RATES  
\$1.77 /LF  
\$1,265.53 /LOT

12/7/2023

ITEM NO.	PARCEL ID NO.	PROPERTY DESCRIPTION	PROPERTY OWNER	OWNER ADDRESS	PROPERTY ADDRESS	FF ASSESSMENT LINF.T	FF ASSESSMENT ASSESSMENT	LOT ASSESSMENT EACH	LOT ASSESSMENT ASSESSMENT	TOTAL PRELIMINARY ASSESSMENT
923	21320508	LOT 12 BLOCK 2 (COMMON ELEMENT) PARCEL LOT 13 BLOCK 2 (COMMON ELEMENT) PARCEL	INVESTORS TOGETHER INC	P O BOX 364 MAPLE LAKE, MN 55358	39847 PAR WEST DR EMILY 56447	97	\$171.69	1	\$1,265.53	\$1,437.22
924	21320507	LOT 13 BLOCK 2 (COMMON ELEMENT) PARCEL	BALVIN, CRAIG S & LYNDA C BARTEL	17131 YALE ST NW ELK RIVER, MN 55310	39870 PAR WEST DR EMILY 56447	97	\$171.69	1	\$1,265.53	\$1,437.22
925	21320506	LOT 14 BLOCK 2 (COMMON ELEMENT) PARCEL	MCCLELLAN, MICHAEL D & JULIE A & PAR WEST DR	39872 PAR WEST DR EMILY 56447	39872 PAR WEST DR EMILY 56447	97	\$171.69	1	\$1,265.53	\$1,437.22
926	21320505	LOT 15 BLOCK 2 (COMMON ELEMENT) PARCEL	HAUGEN, JEFFERY J & LYNETTE M	1925 128TH AVE NW COON RAPIDS, MN 55448	39888 PAR WEST DR EMILY 56447	97	\$171.69	1	\$1,265.53	\$1,437.22
927	21320504	LOT 16 BLOCK 2 (COMMON ELEMENT) PARCEL	HAUGEN, JEFFERY J & LYNETTE M	1925 128TH AVE NW COON RAPIDS, MN 55448	39888 PAR WEST DR EMILY 56447	97	\$171.69	1	\$1,265.53	\$1,437.22
928	21320503	LOT 17 BLOCK 2 (COMMON ELEMENT) PARCEL	MAYNE, DARRELL A LIVING TRUST	P O BOX 224 EMILY, MN 56447	39916 PAR WEST DR EMILY 56447	97	\$171.69	1	\$1,265.53	\$1,437.22
929	21320502	LOT 18 BLOCK 2 (COMMON ELEMENT) PARCEL	INVESTORS TOGETHER INC	P O BOX 364 MAPLE LAKE, MN 55358	39918 PAR WEST DR EMILY 56447	97	\$171.69	1	\$1,265.53	\$1,437.22
930	21320501	LOT 19 BLOCK 2 (COMMON ELEMENT) PARCEL	INVESTORS TOGETHER INC	P O BOX 364 MAPLE LAKE, MN 55358	39920 PAR WEST DR EMILY 56447	97	\$171.69	1	\$1,265.53	\$1,437.22
931	21330599	SW 1/4 OF SW 1/4 33 150 20	TAX FORFEITED	FROM WING COUNTY LAND SERVICES 322 LAUREL ST STE 0	EMILY 56447	0	\$0.00	1	\$1,265.53	\$1,265.53
932	21330602	THAT PART OF NW 1/4 OF SW 1/4 SECTION 33 DESCRIBED AS FOLLOWS: COMM. AT THE IRON PT OF NW 1/4 OF SW 1/4 DESC: BEG AT SW COR OF LOT 9 4ST ADDN TO TROUT LAKE PARK & CUR OF LOT 9 1ST ADDN TO TROUT LAKE PARK THE NW 1/4 OF SW 1/4 SEC. 33, EXCEPT THE S 990 FT THEREOF AND ALSO THAT PART OF N. 330 FT OF S. 990 FT OF NW 1/4 OF SW 1/4 SEC. 33 LYING WLY OF THE SE 1/4 ROAD AS PART OF THE NW 1/4 OF SW 1/4 SEC. 33.	HOHMANN, DIANE M REV TRUST AGR	9862152ND ST SAINT JOSEPH, MN 55374	39302 W TROUT AVE EMILY 56447	173	\$306.21	1	\$1,265.53	\$1,571.74
933	21330601	PT OF NW 1/4 OF SW 1/4 SEC. 33, EXCEPT THE S 990 FT THEREOF AND ALSO THAT PART OF N. 330 FT OF S. 990 FT OF NW 1/4 OF SW 1/4 SEC. 33 LYING WLY OF THE SE 1/4 ROAD AS PART OF THE NW 1/4 OF SW 1/4 SEC. 33.	CITY OF EMILY	7801 HIGHWAY 95 PRINCETON MN 55371	39348 W TROUT AVE EMILY 56447	65	\$116.82	1	\$1,265.53	\$1,382.35
934	21330600	PT OF NW 1/4 OF SW 1/4 SEC. 33, EXCEPT THE S 990 FT THEREOF AND ALSO THAT PART OF N. 330 FT OF S. 990 FT OF NW 1/4 OF SW 1/4 SEC. 33 LYING WLY OF THE SE 1/4 ROAD AS PART OF THE NW 1/4 OF SW 1/4 SEC. 33.	FLZ PLUMBING INC	C/O ALEX & DONNA SUTTON TRUSTEES PO BOX 101	EMILY 56447	361	\$638.97	1	\$1,265.53	\$1,904.50
935	21330598	PT OF NW 1/4 OF SW 1/4 SEC. 33, EXCEPT THE S 990 FT THEREOF AND ALSO THAT PART OF N. 330 FT OF S. 990 FT OF NW 1/4 OF SW 1/4 SEC. 33 LYING WLY OF THE SE 1/4 ROAD AS PART OF THE NW 1/4 OF SW 1/4 SEC. 33.	SUTTON REV TRUST DATED 7/20/14	PO BOX 31 EMILY MN 56447	EMILY 56447	537	\$950.49	1	\$1,265.53	\$2,216.02
936	21330597	PT OF NW 1/4 OF SW 1/4 SEC. 33, EXCEPT THE S 990 FT THEREOF AND ALSO THAT PART OF N. 330 FT OF S. 990 FT OF NW 1/4 OF SW 1/4 SEC. 33 LYING WLY OF THE SE 1/4 ROAD AS PART OF THE NW 1/4 OF SW 1/4 SEC. 33.	CARLSON, JULIE M	19330 W TROUT AVE EMILY, MN 56447	EMILY 56447	388	\$686.76	1	\$1,265.53	\$1,952.29
937	21330596	PT OF NW 1/4 OF SW 1/4 SEC. 33, EXCEPT THE S 990 FT THEREOF AND ALSO THAT PART OF N. 330 FT OF S. 990 FT OF NW 1/4 OF SW 1/4 SEC. 33 LYING WLY OF THE SE 1/4 ROAD AS PART OF THE NW 1/4 OF SW 1/4 SEC. 33.	LEON, GABE D & SEPTEMBER L	EMILY 56447	EMILY 56447	89	\$157.53	1	\$1,265.53	\$1,423.06
938	21330595	PT OF NW 1/4 OF SW 1/4 SEC. 33, EXCEPT THE S 990 FT THEREOF AND ALSO THAT PART OF N. 330 FT OF S. 990 FT OF NW 1/4 OF SW 1/4 SEC. 33 LYING WLY OF THE SE 1/4 ROAD AS PART OF THE NW 1/4 OF SW 1/4 SEC. 33.	WELLS, JUDITH ANNE & PLANT, DUANE EARL	14162 PENNOCK AVE # 110-B APPLE VALLEY 55124	EMILY 56447	10	\$17.70	1	\$1,265.53	\$1,283.23
939	21330594	PT OF NW 1/4 OF SW 1/4 SEC. 33, EXCEPT THE S 990 FT THEREOF AND ALSO THAT PART OF N. 330 FT OF S. 990 FT OF NW 1/4 OF SW 1/4 SEC. 33 LYING WLY OF THE SE 1/4 ROAD AS PART OF THE NW 1/4 OF SW 1/4 SEC. 33.	NERSESIAN, DANIEL SEBOUH & DANIELLE MARI	39360 TROUT AVE W EMILY MN 56447	EMILY 56447	100	\$177.00	1	\$1,265.53	\$1,442.53
940	21330593	PT OF NW 1/4 OF SW 1/4 SEC. 33, EXCEPT THE S 990 FT THEREOF AND ALSO THAT PART OF N. 330 FT OF S. 990 FT OF NW 1/4 OF SW 1/4 SEC. 33 LYING WLY OF THE SE 1/4 ROAD AS PART OF THE NW 1/4 OF SW 1/4 SEC. 33.	BUSSLER, ROBERT D & LORIL	408 W 6TH ST WINTHROP, MN 55396	EMILY 56447	196	\$350.46	1	\$1,265.53	\$1,615.99
941	21330592	PT OF NW 1/4 OF SW 1/4 SEC. 33, EXCEPT THE S 990 FT THEREOF AND ALSO THAT PART OF N. 330 FT OF S. 990 FT OF NW 1/4 OF SW 1/4 SEC. 33 LYING WLY OF THE SE 1/4 ROAD AS PART OF THE NW 1/4 OF SW 1/4 SEC. 33.	UNDIVIDED INTEREST	1124 GERANUM AVE E SAINT PAUL MN 55106	EMILY 56447	150	\$285.50	1	\$1,265.53	\$1,551.03
942	21330591	PT OF NW 1/4 OF SW 1/4 SEC. 33, EXCEPT THE S 990 FT THEREOF AND ALSO THAT PART OF N. 330 FT OF S. 990 FT OF NW 1/4 OF SW 1/4 SEC. 33 LYING WLY OF THE SE 1/4 ROAD AS PART OF THE NW 1/4 OF SW 1/4 SEC. 33.	SCHRENKLER, DORIS M	1124 GERANUM AVE E SAINT PAUL MN 55106	EMILY 56447	110	\$194.70	1	\$1,265.53	\$1,460.23
943	21330590	PT OF NW 1/4 OF SW 1/4 SEC. 33, EXCEPT THE S 990 FT THEREOF AND ALSO THAT PART OF N. 330 FT OF S. 990 FT OF NW 1/4 OF SW 1/4 SEC. 33 LYING WLY OF THE SE 1/4 ROAD AS PART OF THE NW 1/4 OF SW 1/4 SEC. 33.	SCHRENKLER, DORIS M	1124 GERANUM AVE E SAINT PAUL MN 55106	EMILY 56447	110	\$194.70	1	\$1,265.53	\$1,460.23
944	21330589	PT OF NW 1/4 OF SW 1/4 SEC. 33, EXCEPT THE S 990 FT THEREOF AND ALSO THAT PART OF N. 330 FT OF S. 990 FT OF NW 1/4 OF SW 1/4 SEC. 33 LYING WLY OF THE SE 1/4 ROAD AS PART OF THE NW 1/4 OF SW 1/4 SEC. 33.	MURIANE, WESLEY J	5419 LINDEN COURT WOODBURY, MN 55205	EMILY 56447	238	\$421.26	1	\$1,265.53	\$1,686.79
945	21330588	PT OF NW 1/4 OF SW 1/4 SEC. 33, EXCEPT THE S 990 FT THEREOF AND ALSO THAT PART OF N. 330 FT OF S. 990 FT OF NW 1/4 OF SW 1/4 SEC. 33 LYING WLY OF THE SE 1/4 ROAD AS PART OF THE NW 1/4 OF SW 1/4 SEC. 33.	MURMANE, WESLEY J	5448 APPLEWOOD COURT WOODBURY, MN 55205	EMILY 56447	185	\$327.45	1	\$1,265.53	\$1,592.98
946	21330587	PT OF NW 1/4 OF SW 1/4 SEC. 33, EXCEPT THE S 990 FT THEREOF AND ALSO THAT PART OF N. 330 FT OF S. 990 FT OF NW 1/4 OF SW 1/4 SEC. 33 LYING WLY OF THE SE 1/4 ROAD AS PART OF THE NW 1/4 OF SW 1/4 SEC. 33.	MERTA, LINDA & DAVID J	39520 W TROUT AVE EMILY MN 56447	EMILY 56447	91	\$161.07	1	\$1,265.53	\$1,426.60
947	21330586	PT OF NW 1/4 OF SW 1/4 SEC. 33, EXCEPT THE S 990 FT THEREOF AND ALSO THAT PART OF N. 330 FT OF S. 990 FT OF NW 1/4 OF SW 1/4 SEC. 33 LYING WLY OF THE SE 1/4 ROAD AS PART OF THE NW 1/4 OF SW 1/4 SEC. 33.	HUBBARD, CRAIG A & DIANE J	14308 VIA TERCETO SUN CITY WEST AZ 85375	EMILY 56447	170	\$300.90	1	\$1,265.53	\$1,566.43
948	21330585	PT OF NW 1/4 OF SW 1/4 SEC. 33, EXCEPT THE S 990 FT THEREOF AND ALSO THAT PART OF N. 330 FT OF S. 990 FT OF NW 1/4 OF SW 1/4 SEC. 33 LYING WLY OF THE SE 1/4 ROAD AS PART OF THE NW 1/4 OF SW 1/4 SEC. 33.	ORTLIP, KRISTEN LESLIE & LAURALYNN	2831 WASHITA BAY RD CHANHASSEN MN 55317	EMILY 56447	150	\$265.50	1	\$1,265.53	\$1,531.03
949	21330584	PT OF NW 1/4 OF SW 1/4 SEC. 33, EXCEPT THE S 990 FT THEREOF AND ALSO THAT PART OF N. 330 FT OF S. 990 FT OF NW 1/4 OF SW 1/4 SEC. 33 LYING WLY OF THE SE 1/4 ROAD AS PART OF THE NW 1/4 OF SW 1/4 SEC. 33.	SCHMIDT, THOMAS	39595 W TROUT AVE EMILY MN 56447	EMILY 56447	120	\$212.40	1	\$1,265.53	\$1,477.93
950	21330583	PT OF NW 1/4 OF SW 1/4 SEC. 33, EXCEPT THE S 990 FT THEREOF AND ALSO THAT PART OF N. 330 FT OF S. 990 FT OF NW 1/4 OF SW 1/4 SEC. 33 LYING WLY OF THE SE 1/4 ROAD AS PART OF THE NW 1/4 OF SW 1/4 SEC. 33.	SCHUDA, LEROME F	39595 W TROUT AVE EMILY MN 56447	EMILY 56447	142	\$251.54	1	\$1,265.53	\$1,516.97
951	21330582	PT OF NW 1/4 OF SW 1/4 SEC. 33, EXCEPT THE S 990 FT THEREOF AND ALSO THAT PART OF N. 330 FT OF S. 990 FT OF NW 1/4 OF SW 1/4 SEC. 33 LYING WLY OF THE SE 1/4 ROAD AS PART OF THE NW 1/4 OF SW 1/4 SEC. 33.	BREVA, DANIEL K & BARBARA	2418 SEABURY AVE MINNEAPOLIS, MN 55406	EMILY 56447	100	\$177.00	1	\$1,265.53	\$1,442.53
952	21330581	PT OF NW 1/4 OF SW 1/4 SEC. 33, EXCEPT THE S 990 FT THEREOF AND ALSO THAT PART OF N. 330 FT OF S. 990 FT OF NW 1/4 OF SW 1/4 SEC. 33 LYING WLY OF THE SE 1/4 ROAD AS PART OF THE NW 1/4 OF SW 1/4 SEC. 33.	BREVA, DANIEL K & BARBARA	2418 SEABURY AVE MINNEAPOLIS, MN 55406	EMILY 56447	100	\$177.00	1	\$1,265.53	\$1,442.53
953	21330580	PT OF NW 1/4 OF SW 1/4 SEC. 33, EXCEPT THE S 990 FT THEREOF AND ALSO THAT PART OF N. 330 FT OF S. 990 FT OF NW 1/4 OF SW 1/4 SEC. 33 LYING WLY OF THE SE 1/4 ROAD AS PART OF THE NW 1/4 OF SW 1/4 SEC. 33.	BREVA, DANIEL K & BARBARA	2418 SEABURY AVE MINNEAPOLIS, MN 55406	EMILY 56447	100	\$177.00	1	\$1,265.53	\$1,442.53
954	21330579	PT OF NW 1/4 OF SW 1/4 SEC. 33, EXCEPT THE S 990 FT THEREOF AND ALSO THAT PART OF N. 330 FT OF S. 990 FT OF NW 1/4 OF SW 1/4 SEC. 33 LYING WLY OF THE SE 1/4 ROAD AS PART OF THE NW 1/4 OF SW 1/4 SEC. 33.	BREVA, DANIEL K & BARBARA	2418 SEABURY AVE MINNEAPOLIS, MN 55406	EMILY 56447	100	\$177.00	1	\$1,265.53	\$1,442.53
955	21330578	PT OF NW 1/4 OF SW 1/4 SEC. 33, EXCEPT THE S 990 FT THEREOF AND ALSO THAT PART OF N. 330 FT OF S. 990 FT OF NW 1/4 OF SW 1/4 SEC. 33 LYING WLY OF THE SE 1/4 ROAD AS PART OF THE NW 1/4 OF SW 1/4 SEC. 33.	WERTH, ANDREA & BENJAMIN	1501 16TH ST N PRINCETON MN 55371-6183	EMILY 56447	131	\$231.87	1	\$1,265.53	\$1,497.40





PRELIMINARY SPECIAL ASSESSMENT WORKSHEET

2024 ROAD IMPROVEMENTS  
EMILY, MINNESOTA  
SHEET NO. EMILY 17/1857

PRELIMINARY SPECIAL ASSESSMENT RATES  
\$1.77 / LF  
\$1,265.53 / LOT

12/7/2023

ITEM NO.	PARCEL ID NO.	PROPERTY DESCRIPTION	PROPERTY OWNER	OWNER ADDRESS	PROPERTY ADDRESS	FF ASSESSMENT	LOT ASSESSMENT	TOTAL PRELIMINARY ASSESSMENT
891	21330574	LOTS 57, 58 AND 59	BARTEL, RICHARD A & LYNN C	20685 DAHLER AVE EMILY, MN 56447	20685 DAHLER AVE EMILY, MN 56447	205	\$382.65	\$1,628.38
992	21330573	LOTS 60 AND 61	STARR, WILLIAM A & LAJRI A	20651 DAHLER AVE EMILY, MN 56447	20651 DAHLER AVE EMILY, MN 56447	127	\$224.79	\$1,480.32
993	21330572	LOTS 62 & 63 INCLUSIVE	LITTLETON, DONALD A & BRANDI K	20685 DAHLER AVE EMILY, MN 56447	20685 DAHLER AVE EMILY, MN 56447	123	\$217.71	\$1,483.24
994	21330571	LOTS 64, 65 AND 66	GANNWAY, SCOTT A	PO BOX 403 EMILY, MN 56447	20037 DAHLER AVE EMILY, MN 56447	180	\$318.60	\$1,584.13
995	21330570	LOTS 67, 68 & 69	HOLT, ROBERT O JR & BRENDA	9 AGUSTA LN DELWOOD, MN 55110	20623 DAHLER AVE EMILY, MN 56447	180	\$318.60	\$1,584.13
996	21330569	LOT 70	CITY OF EMILY	PATRICIA KESTNER, CLERK P 0 BOX 58	EMILY 56447	69	\$122.13	\$1,387.66
997	21330574	LOT 2 BLOCK 1	UNITY BANK	19 E MAIN ST STE 1 CROSBY, MN 55002		529	\$936.33	\$2,207.86
998	21330575	LOT 1 BLOCK 1	ANDERSON, KILEY J & JOSHUA A MARTY	7023 GIBB RD BREEZY POINT, MN 56472		76	\$134.52	\$1,400.05
999	21330572	LOT 2 BLOCK 2	SUPER, DAVID R & KAREN R	190 LIBERTY ST FRIDLEY, MN 55432	40466 SANDHILL DR EMILY, MN 56448	127	\$224.79	\$1,490.32
1000	21330571	LOT 3 BLOCK 2	BOXWELL, SHAROLYN R	40464 SANDHILL DR PO BOX 96 EMILY, MN 56447	40464 SANDHILL DR EMILY, MN 56447	259	\$456.66	\$1,722.19
1001	21330570	LOT 4 BLOCK 2	BOXWELL, SHAROLYN R	40464 SANDHILL DR PO BOX 96 EMILY, MN 56447	40464 SANDHILL DR EMILY, MN 56447	33	\$58.41	\$1,232.94
1002	21330569	LOT 5 BLOCK 2	CHMIELECKI, JOH	40460 SANDHILL DR FIFTY LAKES, MN 56448	40460 SANDHILL DR FIFTY LAKES, MN 56448	34	\$60.18	\$1,325.71
1003	21330568	LOT 6 BLOCK 2	MORITZ, RANDAL L TRUST (UND T2 INT) &	42145 BIRCHWOOD DR EMILY, MN 56447		245	\$433.65	\$1,699.18
2121	21170618	GOV. LOT 3 17 138 26	WABASH BLUE LAKE PROPERTY LLC	90 SOUTH 7TH ST STE 5000 MINN 55402		76	\$134.52	\$1,400.05
4891	21220523	LOT 9	FROME, ROANN M	41072 LOON TR EMILY, MN 56447	EMILY 56447	50	\$88.50	\$1,354.03
4892	21220507	LOT 24	KLEIN, JOHN ARTHUR LIVING TRUST	1047 MARNIE ST S MAPLEWOOD, MN 55119	EMILY 56447	80	\$88.50	\$1,354.03
5341	21280506	LOT 4 BLOCK 1 (COMMON ELEMENT PARCELS 2160000100950099 & 216000020010009)	FLEMMER, THEODORE L REVOCABLE TRUST	22577 MARY RDG EMILY, MN 56447	22577 MARY RDG EMILY, MN 56447	277	\$490.29	\$1,755.82
5342	21280507	LOT 3 BLOCK 1 (COMMON ELEMENT PARCELS 2160000100950099 & 216000020010009)	FLEMMER, THEODORE L REVOCABLE TRUST	22577 MARY RDG EMILY, MN 56447	22577 MARY RDG EMILY, MN 56447	277	\$490.29	\$1,755.82
5343	21280508	LOT 2 BLOCK 1 (COMMON ELEMENT PARCELS 2160000100950099 & 216000020010009)	FLEMMER, RICHARD B TRUST	22547 MARY RDG EMILY, MN 56447	22547 MARY RDG EMILY, MN 56447	277	\$490.29	\$1,755.82
5344	21280509	LOT 1 BLOCK 1 (COMMON ELEMENT PARCELS 2160000100950099 & 216000020010009)	FLEMMER, RICHARD B TRUST	22547 MARY RDG EMILY, MN 56447	22547 MARY RDG EMILY, MN 56447	277	\$490.29	\$1,755.82
6331	21280635	PT OF SEC 174 OF NW 1/4 DECC COMINT AT NE COR OF SD SENW THEN N 69D 267' W ASSUM BEAR	NESS, MICHAEL & MEGAN	600 W ZEPHUS PL 3248 CHERY ST DENVER CO 80207	EMILY 56447	357	\$631.89	\$1,897.42
9981	21330567	LOTS 72 THRU 74 INCL	LECKBAND, DOUGLAS A & LAURA A C	THOMAS & BARBARA MCGINTY TRUSTEES, 126TH ST NE #304 VALLEY, MN 55422-4539	20588 DAHLER AVE EMILY, MN 56447	29	\$51.33	\$1,316.86
9982	21330568	LOT 71	MCGINTY REVOCABLE TRUST 11-15-05	THOMAS & BARBARA MCGINTY TRUSTEES, 126TH ST NE #304 VALLEY, MN 55422-4539	EMILY 56447	59	\$104.43	\$1,369.96
9983	21330564	LOT 1	WOLF, LEE C & THERESA COOLEY WOLF	4801 WINDSAIL ST N GOLDEN VALLEY, MN 55422-4539	39489 TROUT AVE EMILY, MN 56447	140	\$247.80	\$1,513.33
						211,129	\$373,688.33	\$1,491,692.38

- (A)
- (B)
- (C)
- (D)
- (E)
- (F)
- (G)



# Appendix B

PASER Manual

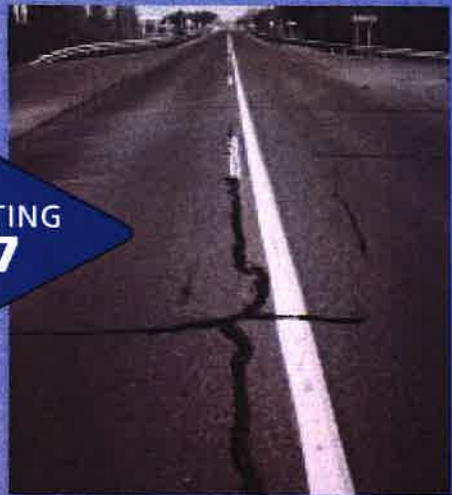
*Pavement Surface Evaluation and Rating*

# PASER Asphalt Roads Manual

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**10**



RATING  
**7**



RATING  
**4**



RATING  
**1**



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This manual is intended to assist local officials in understanding and rating the surface condition of asphalt pavement. It describes types of defects and provides a simple system to visually rate pavement condition. The rating procedure can be used as condition data for the Wisconsin DOT local road inventory and as part of a computerized pavement management system like PASERWARE.

The PASER system described here and in other T.I.C. publications is based in part on a roadway management system originally developed by Phil Scherer, transportation planner, Northwest Wisconsin Regional Planning Commission.

Produced by the T.I.C. with support from the Federal Highway Administration, the Wisconsin Department of Transportation, and the University of Wisconsin-Extension. The T.I.C., part of the nationwide Local Technical Assistance Program (LTAP), is a Center of the College of Engineering, Department of Engineering Professional Development, University of Wisconsin-Madison.

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*Pavement Surface Evaluation and Rating*

# Asphalt Roads

Donald Walker, T.I.C. Director, *author*  
Lynn Entine, Entine & Associates, *editor*  
Susan Kummer, Artifax, *designer*

 **Transportation  
Information Center**  
University of Wisconsin–Madison

## *Pavement Surface Evaluation and Rating*

# Asphalt PASER Manual

A local highway agency's major goal is to use public funds to provide a comfortable, safe and economical road surface—no simple task. It requires balancing priorities and making difficult decisions in order to manage pavements. Local rural and small city pavements are often managed informally, based on the staff's judgment and experience. While this process is both important and functional, using a slightly more formalized technique can make it easier to manage pavements effectively.

Experience has shown that there are three especially useful steps in managing local roads:

1. Inventory all local roads and streets.
2. Periodically evaluate the condition of all pavements.
3. Use the condition evaluations to set priorities for projects and select alternative treatments.

A comprehensive pavement management system involves collecting data and assessing several road characteristics: roughness (ride), surface distress (condition), surface skid characteristics, and structure (pavement strength and deflection). Planners can combine this condition data with economic analysis to develop short-range and long-range plans for a variety of budget levels. However, many local agencies lack the resources for such a full-scale system.

Since surface condition is the most vital element in any pavement management system, local agencies can use the simplified rating system presented in this *Asphalt PASER Manual* to evaluate their roads. The PASER ratings combined with other inventory data (width, length, shoulder, pavement type, etc.) from the WisDOT local roads inventory (WISLR) can be very helpful in planning future budgets and priorities.

WISLR inventory information and PASER ratings can be used in a computerized pavement management system, PASERWARE, developed by the T.I.C and WisDOT. Local officials can use PASERWARE to evaluate whether their annual road budgets are adequate to maintain or improve current road conditions and to select the most cost-effective strategies and priorities for annual projects.

PASER Manuals for gravel, concrete, and other road surfaces, with compatible rating systems are also available (page 29). Together they make a comprehensive condition rating method for all road types. PASER ratings are accepted for WISLR condition data.

## *Asphalt pavement distress*

PASER uses visual inspection to evaluate pavement surface conditions. The key to a useful evaluation is identifying different types of pavement distress and linking them to a cause. Understanding the cause for current conditions is extremely important in selecting an appropriate maintenance or rehabilitation technique.

There are four major categories of common asphalt pavement surface distress:

### **Surface defects**

Raveling, flushing, polishing.

### **Surface deformation**

Rutting, distortion—rippling and shoving, settling, frost heave.

### **Cracks**

Transverse, reflection, slippage, longitudinal, block, and alligator cracks.

### **Patches and potholes**

Deterioration has two general causes: environmental due to weathering and aging, and structural caused by repeated traffic loadings.

Obviously, most pavement deterioration results from both environmental and structural causes. However, it is important to try to distinguish between the two in order to select the most effective rehabilitation techniques.

The rate at which pavement deteriorates depends on its environment, traffic loading conditions, original construction quality, and interim maintenance procedures. Poor quality materials or poor construction procedures can significantly reduce the life of a pavement. As a result, two pavements constructed at the same time may have significantly different lives, or certain portions of a pavement may deteriorate more rapidly than others. On the other hand, timely and effective maintenance can extend a pavement's life. Crack sealing and seal coating can reduce the effect of moisture in aging of asphalt pavement.

With all of these variables, it is easy to see why pavements deteriorate at various rates and why we find them in various stages of disrepair. Recognizing defects and understanding their causes helps us rate pavement condition and select cost-effective repairs. The pavement defects shown on the following pages provide a background for this process.

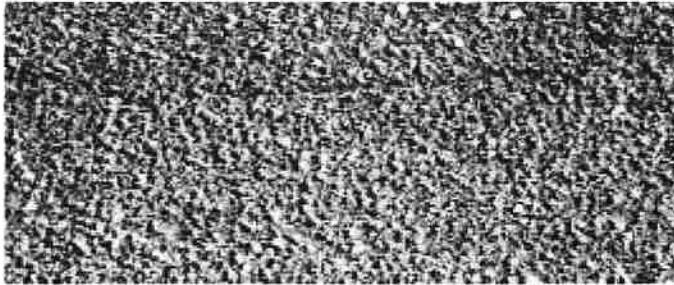
Periodic inspection is necessary to provide current and useful evaluation data. It is recommended that PASER ratings be updated every two years, and an annual update is even better.



**SURFACE DEFECTS**

**Raveling**

Raveling is progressive loss of pavement material from the surface downward, caused by: stripping of the bituminous film from the aggregate, asphalt hardening due to aging, poor compaction especially in cold weather construction, or insufficient asphalt content. Slight to moderate raveling has loss of fines. Severe raveling has loss of coarse aggregate. Raveling in the wheelpaths can be accelerated by traffic. Protect pavement surfaces from the environment with a sealcoat or a thin overlay if additional strength is required.



◀ Slight raveling. Small aggregate particles have worn away exposing tops of large aggregate.



◀ Moderate to severe raveling. Erosion further exposes large aggregate.

**Flushing**

Flushing is excess asphalt on the surface caused by a poor initial asphalt mix design or by paving or sealcoating over a flushed surface. Repair by blotting with sand or by overlaying with properly designed asphalt mix.



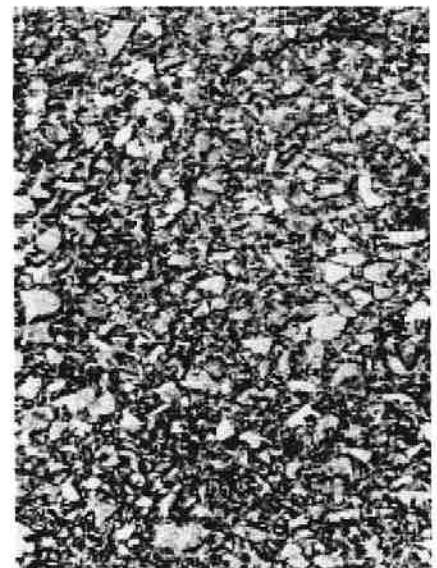
◀ Severe raveling and loss of surface material.

**Polishing**

Polishing is a smooth slippery surface caused by traffic wearing off sharp edges of aggregates. Repair with sealcoat or thin bituminous overlay using skid-resistant aggregate.

Polished, worn aggregate needs repair. ▼

▶ Flushing. Dark patches show where asphalt has worked to surface.



**SURFACE DEFORMATION**



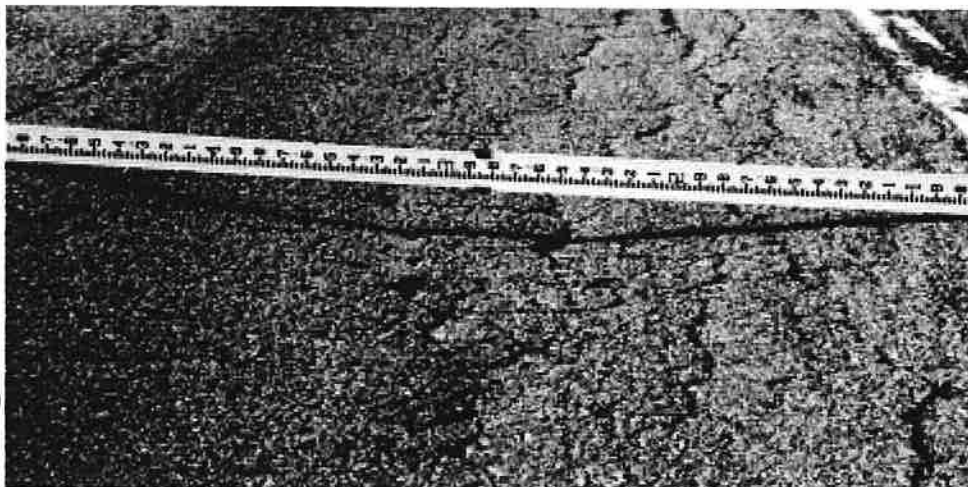
*Rutting*

Rutting is displacement of material, creating channels in wheelpaths. It is caused by traffic compaction or displacement of unstable material. Severe rutting (over 2") may be caused by base or subgrade consolidation. Repair minor rutting with overlays. Severe rutting requires milling the old surface or reconstructing the roadbed before resurfacing.

◀ Even slight rutting is evident after a rain.



◀ Severe rutting over 2" caused by poor mix design.



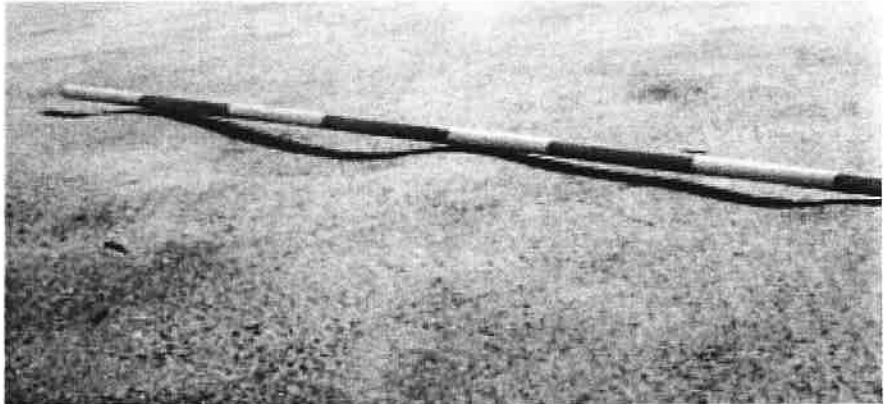
◀ Severe rutting caused by poor base or subgrade.

### *Distortion*

Shoving or rippling is surfacing material displaced crossways to the direction of traffic. It can develop into washboarding when the asphalt mixture is unstable because of poor quality aggregate or improper mix design. Repair by milling smooth and overlaying with stable asphalt mix.

Other pavement distortions may be caused by settling, frost heave, etc. Patching may provide temporary repair. Permanent correction usually involves removal of unsuitable subgrade material and reconstruction.

▼ Heavy traffic has shoved pavement into washboard ripples and bumps.



► Severe settling from utility trench.



► Frost heave damage from spring break-up.



▼ Widely spaced, well-sealed cracks.



## CRACKS

### *Transverse cracks*

A crack at approximately right angles to the center line is a transverse crack. They are often regularly spaced. The cause is movement due to temperature changes and hardening of the asphalt with aging.

Transverse cracks will initially be widely spaced (over 50'). Additional cracking will occur with aging until they are closely spaced (within several feet). These usually begin as hairline or very narrow cracks; with aging they widen. If not properly sealed and maintained, secondary or multiple cracks develop parallel to the initial crack. The crack edges can further deteriorate by raveling and eroding the adjacent pavement.

Prevent water intrusion and damage by sealing cracks which are more than 1/4" wide.

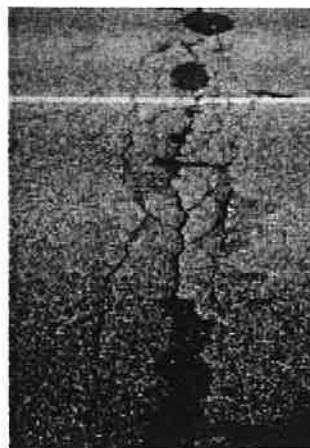
◀ Sealed cracks, a few feet apart.



▲ Tight cracks less than 1/4" in width.



▲ Open crack – 1/2" or more in width.



▲ Water enters unsealed cracks softening pavement and causing secondary cracks.



▲ Pavement ravel and erodes along open cracks causing deterioration.

### *Reflection cracks*

Cracks in overlays reflect the crack pattern in the pavement underneath. They are difficult to prevent and correct. Thick overlays or reconstruction is usually required.

►  
**Concrete joints reflected through bituminous overlay.**



### *Slippage cracks*

Crescent or rounded cracks in the direction of traffic, caused by slippage between an overlay and an underlying pavement. Slippage is most likely to occur at intersections where traffic is stopping and starting. Repair by removing the top surface and resurfacing using a tack coat.

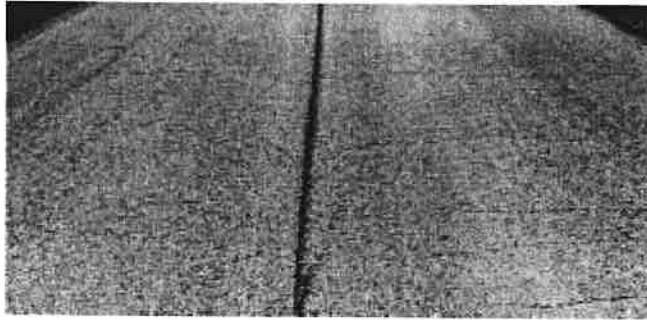
►  
**Crescent-shaped cracks characteristic of slippage.**



►  
**Loss of bond between pavement layers allows traffic to break loose pieces of surface.**



Centerline crack (still tight). ▶



Edge cracking from weakened subbase and traffic loads. ▼



### Longitudinal cracks

Cracks running in the direction of traffic are longitudinal cracks. Center line or lane cracks are caused by inadequate bonding during construction or reflect cracks in underlying pavement. Longitudinal cracks in the wheel path indicate fatigue failure from heavy vehicle loads. Cracks within one foot of the edge are caused by insufficient shoulder support, poor drainage, or frost action. Cracks usually start as hairline or vary narrow and widen and erode with age. Without crack filling, they can ravel, develop multiple cracks, and become wide enough to require patching.

Filling and sealing cracks will reduce moisture penetration and prevent further subgrade weakening. Multiple longitudinal cracks in the wheel path or pavement edge indicate a need for strengthening with an overlay or reconstruction.

▶ First stage of wheelpath cracking caused by heavy traffic loads.



▼ Load-related cracks in wheel path plus centerline cracking.



▼ Multiple open cracks at center line, wheelpaths and lane center.





## Block cracks

Block cracking is interconnected cracks forming large blocks. Cracks usually intersect at nearly right angles. Blocks may range from one foot to approximately 10' or more across. The closer spacing indicates more advanced aging caused by shrinking and hardening of the asphalt over time. Repair with sealcoating during early stages to reduce weathering of the asphalt. Overlay or reconstruction required in the advanced stages.

▶ Large blocks, approximately 10' across.



▶ Intermediate-size block cracking, 1'-5' across with open cracks.



▲ Extensive block cracking in an irregular pattern.

▶ Severe block cracking – 1' or smaller blocks. Tight cracks with no raveling.





### *Alligator cracks*

Interconnected cracks forming small pieces ranging in size from about 1" to 6". This is caused by failure of the surfacing due to traffic loading (fatigue) and very often also due to inadequate base or subgrade support. Repair by excavating localized areas and replacing base and surface. Large areas require reconstruction. Improvements in drainage may often be required.

◀  
**Alligator crack pattern. Tight cracks and one patch.**



◀  
**Characteristic "chicken wire" crack pattern shows smaller pavement pieces and patching.**



◀  
**Open raveled alligator cracking with settlement along lane edge most likely due to very soft subgrade.**

## PATCHES AND POTHOLES

### *Patches*

Original surface repaired with new asphalt patch material. This indicates a pavement defect or utility excavation which has been repaired. Patches with cracking, settlement or distortions indicate underlying causes still remain. Recycling or reconstruction are required when extensive patching shows distress.

►  
**Typical repair of utility excavation. Patch in fair to good condition.**



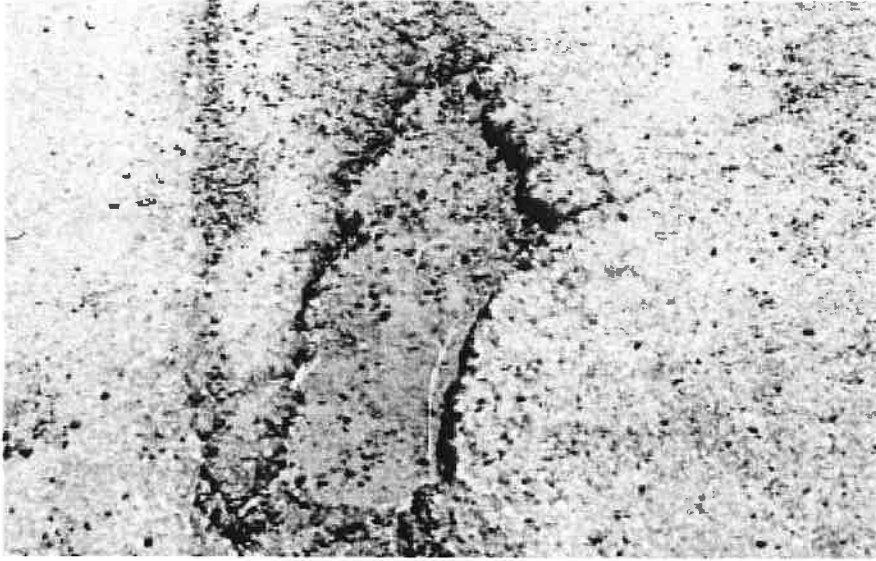
►  
**Edge wedging. Pavement edges strengthened with wedges of asphalt. Patch is in very good condition.**



►  
**Extensive patching in very poor condition.**







### *Potholes*

Holes and loss of pavement material caused by traffic loading, fatigue and inadequate strength. Often combined with poor drainage. Repair by excavating or rebuilding localized potholes. Reconstruction required for extensive defects.

◀  
**Small pothole where top course has broken away.**



◀  
**Multiple potholes show pavement failure, probably due to poor subgrade soils, frost heave, and bad drainage.**



◀  
**Large, isolated pothole, extends through base. Note adjacent alligator cracks which commonly deteriorate into potholes.**

## Rating pavement surface condition

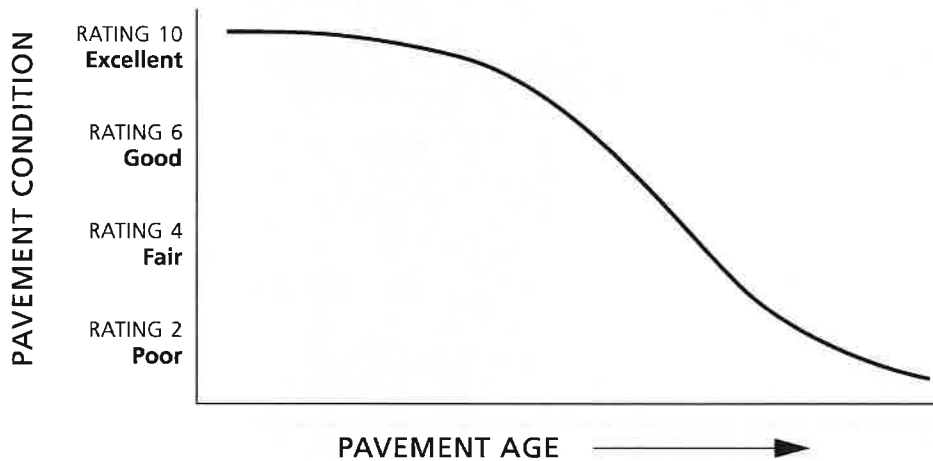
With an understanding of surface distress, you can evaluate and rate asphalt pavement surfaces. The rating scale ranges from 10—excellent condition to 1—failed. Most pavements will deteriorate through the phases listed in the rating scale. The time it takes to go from excellent condition (10) to complete failure (1) depends largely on the quality of the original construction and the amount of heavy traffic loading.

Once significant deterioration begins, it is common to see pavement decline rapidly. This is usually due to a combination of loading and the effects of additional moisture. As a pavement ages and additional cracking develops, more moisture can enter the pavement and accelerate the rate of deterioration.

Look at the photographs in this section to become familiar with the descriptions of the individual rating categories. To evaluate an individual pavement segment, first determine its general condition. Is it relatively new,

toward the top end of the scale? In very poor condition and at the bottom of the scale? Or somewhere in between? Next, think generally about the appropriate maintenance method. Use the rating categories outlined below.

Finally, review the individual pavement distress and select the appropriate surface rating. Individual pavements will **not** have all of the types of distress listed for any particular rating. They may have only one or two types.



In addition to indicating the surface condition of a road, a given rating also includes a recommendation for needed maintenance or repair. This feature of the rating system facilitates its use and enhances its value as a tool in ongoing road maintenance.

### RATINGS ARE RELATED TO NEEDED MAINTENANCE OR REPAIR

<b>Rating 9 &amp; 10</b>	No maintenance required
<b>Rating 8</b>	Little or no maintenance
<b>Rating 7</b>	Routine maintenance, cracksealing and minor patching
<b>Rating 5 &amp; 6</b>	Preservative treatments (sealcoating)
<b>Rating 3 &amp; 4</b>	Structural improvement and leveling (overlay or recycling)
<b>Rating 1 &amp; 2</b>	Reconstruction

## Rating system

Surface rating	Visible distress*	General condition/ treatment measures
<b>10</b> Excellent	None.	New construction.
<b>9</b> Excellent	None.	Recent overlay. Like new.
<b>8</b> Very Good	No longitudinal cracks except reflection of paving joints. Occasional transverse cracks, widely spaced (40' or greater). All cracks sealed or tight (open less than 1/4").	Recent sealcoat or new cold mix. Little or no maintenance required.
<b>7</b> Good	Very slight or no raveling, surface shows some traffic wear. Longitudinal cracks (open 1/4") due to reflection or paving joints. Transverse cracks (open 1/4") spaced 10' or more apart, little or slight crack raveling. No patching or very few patches in excellent condition.	First signs of aging. Maintain with routine crack filling.
<b>6</b> Good	Slight raveling (loss of fines) and traffic wear. Longitudinal cracks (open 1/4"-1/2"), some spaced less than 10'. First sign of block cracking. Slight to moderate flushing or polishing. Occasional patching in good condition.	Shows signs of aging. Sound structural condition. Could extend life with sealcoat.
<b>5</b> Fair	Moderate to severe raveling (loss of fine and coarse aggregate). Longitudinal and transverse cracks (open 1/2") show first signs of slight raveling and secondary cracks. First signs of longitudinal cracks near pavement edge. Block cracking up to 50% of surface. Extensive to severe flushing or polishing. Some patching or edge wedging in good condition.	Surface aging. Sound structural condition. Needs sealcoat or thin non-structural overlay (less than 2")
<b>4</b> Fair	Severe surface raveling. Multiple longitudinal and transverse cracking with slight raveling. Longitudinal cracking in wheel path. Block cracking (over 50% of surface). Patching in fair condition. Slight rutting or distortions (1/2" deep or less).	Significant aging and first signs of need for strengthening. Would benefit from a structural overlay (2" or more).
<b>3</b> Poor	Closely spaced longitudinal and transverse cracks often showing raveling and crack erosion. Severe block cracking. Some alligator cracking (less than 25% of surface). Patches in fair to poor condition. Moderate rutting or distortion (1" or 2" deep). Occasional potholes.	Needs patching and repair prior to major overlay. Milling and removal of deterioration extends the life of overlay.
<b>2</b> Very Poor	Alligator cracking (over 25% of surface). Severe distortions (over 2" deep) Extensive patching in poor condition. Potholes.	Severe deterioration. Needs reconstruction with extensive base repair. Pulverization of old pavement is effective.
<b>1</b> Failed	Severe distress with extensive loss of surface integrity.	Failed. Needs total reconstruction.

\* Individual pavements will not have all of the types of distress listed for any particular rating. They may have only one or two types.



**RATING 10 & 9**

**EXCELLENT —  
No maintenance required**

Newly constructed or recently overlaid roads are in excellent condition and require no maintenance.



▶  
**RATING 10**  
New construction.



▶  
**RATING 9**  
Recent  
overlay,  
rural.



▶  
**RATING 9**  
Recent  
overlay,  
urban.



**RATING 8**

**VERY GOOD —  
Little or no maintenance required**

This category includes roads which have been recently sealcoated or overlaid with new cold mix. It also includes recently constructed or overlaid roads which may show longitudinal or transverse cracks. All cracks are tight or sealed.

◀ **Recent  
chip seal.**



◀ **Recent  
slurry seal.**

▼ **Widely spaced,  
sealed cracks.**



▲ **New cold mix surface.**



**RATING 7**

**GOOD —**  
**Routine sealing recommended**

Roads show first signs of aging, and they may have very slight raveling. Any longitudinal cracks are along paving joint. Transverse cracks may be approximately 10' or more apart. All cracks are 1/4" or less, with little or no crack erosion. Few if any patches, all in very good condition. Maintain a crack sealing program.

▶  
**Tight and sealed transverse and longitudinal cracks. Maintain crack sealing program.**



▶  
**Tight and sealed transverse and longitudinal cracks.**



▶  
**Transverse cracks about 10' or more apart. Maintain crack sealing program.**







**RATING 6**

**GOOD —**  
**Consider preservative treatment**

Roads are in sound structural condition but show definite signs of aging. Seal-coating could extend their useful life. There may be slight surface raveling. Transverse cracks can be frequent, less than 10' apart. Cracks may be 1/4-1/2" and sealed or open. Pavement is generally sound adjacent to cracks. First signs of block cracking may be evident. May have slight or moderate bleeding or polishing. Patches are in good condition.

◀ **Slight surface raveling with tight cracks, less than 10' apart.**

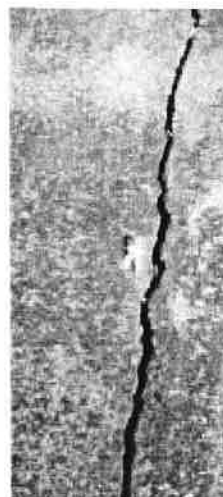
◀ **Transverse cracking less than 10' apart; cracks well-sealed.**



▼ **Large blocks, early signs of raveling and block cracking.**

▼ **Open crack, 1/2" wide; adjoining pavement sound.**

▼ **Moderate flushing.**



**RATING 5**

**FAIR —**

**Preservative maintenance treatment required**

Roads are still in good structural condition but clearly need sealcoating or overlay. They may have moderate to severe surface raveling with significant loss of aggregate. First signs of longitudinal cracks near the edge. First signs of raveling along cracks. Block cracking up to 50% of surface. Extensive to severe flushing or polishing. Any patches or edge wedges are in good condition.

▼ Block cracking with open cracks.



► Moderate to severe raveling in wheel paths.



▼ Severe flushing.



▲ Wedges and patches extensive but in good condition.

Severe raveling with  
▼ extreme loss of aggregate.



Load cracking and slight  
▼ rutting in wheel path.



**RATING 4**

**FAIR —**

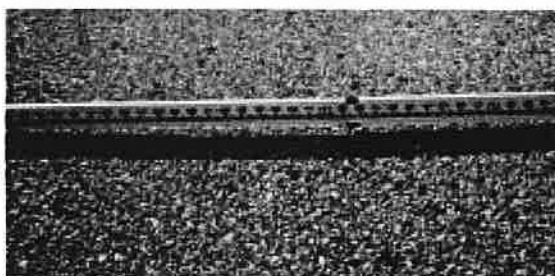
**Structural improvement required**

Roads show first signs of needing strengthening by overlay. They have very severe surface raveling which should no longer be sealed. First longitudinal cracking in wheel path. Many transverse cracks and some may be raveling slightly. Over 50% of the surface may have block cracking. Patches are in fair condition. They may have rutting less than 1/2" deep or slight distortion.



◀ **Longitudinal cracking; early load-related distress in wheel path. Strengthening needed.**

▼ **Slight rutting; patch in good condition.**



▼ **Extensive block cracking. Blocks tight and sound.**  
◀ **Slight rutting in wheel path.**



**RATING 3**

**POOR—**

**Structural improvement required**

Roads must be strengthened with a structural overlay (2" or more). Will benefit from milling and very likely will require pavement patching and repair beforehand. Cracking will likely be extensive. Raveling and erosion in cracks may be common. Surface may have severe block cracking and show first signs of alligator cracking. Patches are in fair to poor condition. There is moderate distortion or rutting (1-2") and occasional potholes.

▶ **Many wide and raveled cracks indicate need for milling and overlay.**



▶ **2" ruts need mill and overlay.**



▶ **Open and raveled block cracks.**



**RATING 3**

**POOR** — (continued)

**Structural improvement required**

◀ Alligator cracking.  
Edge needs repair  
and drainage needs  
improvement prior  
to rehabilitation.

▼ Distortion with patches  
in poor condition. Repair  
and overlay.



**RATING 2**

**VERY POOR—  
Reconstruction required**

Roads are severely deteriorated and need reconstruction. Surface pulverization and additional base may be cost-effective. These roads have more than 25% alligator cracking, severe distortion or rutting, as well as potholes or extensive patches in poor condition.



▶ **Extensive alligator cracking. Pulverize and rebuild.**



▲ **Severe rutting. Strengthen base and reconstruct.**

▲ **Patches in poor condition, wheelpath rutting. Pulverize, strengthen and reconstruct.**



▶ **Severe frost damage. Reconstruct.**





**RATING 1**

**FAILED —  
Reconstruction required**

Roads have failed, showing severe distress and extensive loss of surface integrity.

◀  
**Potholes from frost damage. Reconstruct.**



◀  
**Potholes and severe alligator cracking. Failed pavement. Reconstruct.**



◀  
**Extensive loss of surface. Rebuild.**

## Practical advice on rating roads

### Inventory and field inspection

Most agencies routinely observe roadway conditions as a part of their normal work and travel. However, an actual inspection means looking at the entire roadway system as a whole and preparing a written summary of conditions. This inspection has many benefits over casual observations. It can be helpful to compare segments, and ratings decisions are likely to be more consistent because the roadway system is considered as a whole within a relatively short time.

An inspection also encourages a review of specific conditions important in roadway maintenance, such as drainage, adequate strength, and safety.

A simple written inventory is useful in making decisions where other people are involved. You do not have to trust your memory, and you can usually answer questions in more detail. Having a written record and objective information also improves your credibility with the public.

Finally, a written inventory is very useful in documenting changing roadway conditions. Without records over several years it is impossible to know if road conditions are improving, holding their own, or declining.

Annual budgets and long range planning are best done when based on actual needs as documented with a written inventory.

The Wisconsin DOT local road inventory (WISLR) is a valuable resource for managing your local roads. Adding PASER surface condition ratings is an important improvement.

### Averaging and comparing sections

For evaluation, divide the local road system into individual segments which are similar in construction and condition. Rural segments may vary from

½ mile to a mile long, while sections in urban areas will likely be 1-4 blocks long or more. If you are starting with the WISLR Inventory, the segments have already been established. You may want to review them for consistent road conditions.

Obviously, no roadway segment is entirely consistent. Also, surfaces in one section will not have all of the types of distress listed for any particular rating. They may have only one or two types. Therefore, some averaging is necessary.

The objective is to rate the condition that represents the majority of the roadway. Small or isolated conditions should not influence the rating. It is useful to note these special conditions on the inventory form so this information can be used in planning specific improvement projects. For example, some spot repairs may be required.

Occasionally surface conditions vary significantly within a segment. For example, short sections of good condition may be followed by sections of poor surface conditions. In these cases, it is best to rate the segment according to the worst conditions and note the variation on the form.

The overall purpose of condition rating is to be able to compare each

segment relative to all the other segments in your roadway system. On completion you should be able to look at any two pavement segments and find that the better surface has a higher rating.

Within a given rating, say 6, not all pavements will be exactly the same. However, they should all be considered to be in better condition than those with lower ratings, say 5. Sometimes it is helpful in rating a difficult segment to compare it to other previously rated segments. For example, if it is better than one you rated 5 and worse than a typical 7, then a rating of 6 is appropriate. Having all pavement segments rated in the proper relative order is most important and useful.

### Assessing drainage conditions

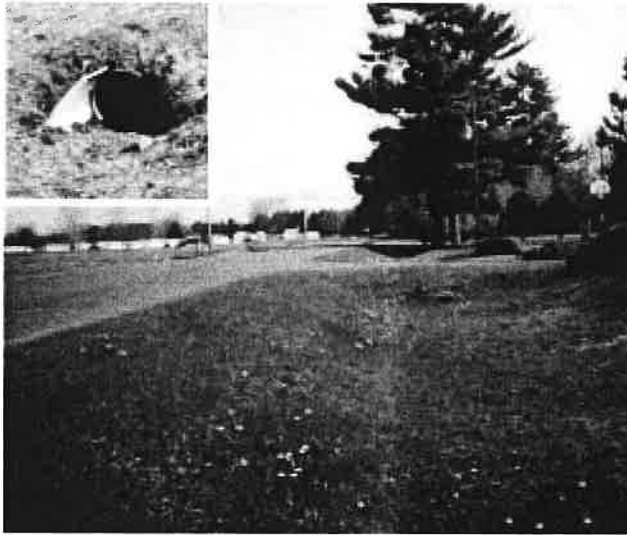
Moisture and poor pavement drainage are significant factors in pavement deterioration. Some assessment of drainage conditions during pavement rating is highly recommended. While you should review drainage in detail at the project level, at this stage simply include an overview drainage evaluation at the same time as you evaluate surface condition.



**Urban drainage.  
RATING:  
Excellent**

Good rural ditch and driveway culvert. Culvert end needs cleaning.

RATING: Good



High shoulder and no ditch lead to pavement damage. Needs major ditch improvement for a short distance.

RATING: Fair



No drainage leads to failed pavement.

RATING: Poor



Consider both pavement surface drainage and lateral drainage (ditches or storm sewers). Pavement should be able to quickly shed water off the surface into the lateral ditches. Ditches should be large and deep enough to drain the pavement and remove the surface water efficiently into adjacent waterways.

Look at the roadway crown and check for low surface areas that permit ponding. Paved surfaces should have approximately a 2% cross slope or crown across the roadway. This will provide approximately 3" of fall on a 12' traffic lane. Shoulders should have a greater slope to improve surface drainage.

A pavement's ability to carry heavy traffic loads depends on both the pavement materials (asphalt surfacing and granular base) and the strength of the underlying soils. Most soils lose strength when they are very wet. Therefore, it is important to provide drainage to the top layer of the subgrade supporting the pavement structure.

In rural areas, drainage is provided most economically by open ditches that allow soil moisture to drain laterally. As a rule of thumb, the bottom of the ditch ought to be at least one foot below the base course of the pavement in order to drain the soils. This means that minimum ditch depth should be about 2' below the center of the pavement. Deeper ditches, of course, are required to accommodate roadway culverts and maintain the flow line to adjacent drainage channels or streams.

You should also check culverts and storm drain systems. Storm drainage systems that are silted in, have a large accumulation of debris, or are in poor structural condition will also degrade pavement performance.

The T.I.C. publication, *Drainage Manual: Local Road Assessment and Improvement*, describes the elements of drainage systems, depicts them in detailed photographs, and explains how to rate their condition. Copies are available from the Transportation Information Center.



### **Planning annual maintenance and repair budgets**

We have found that relating a normal maintenance or rehabilitation procedure to the surface rating scheme helps local officials use the rating system. However, an individual surface rating should not automatically dictate the final maintenance or rehabilitation technique.

You should consider future traffic projections, original construction, and

pavement strength since these may dictate a more comprehensive rehabilitation than the rating suggests. On the other hand, it may be appropriate under special conditions to do nothing and let the pavement fully deteriorate, then rebuild when funds are available.

### **Summary**

Using local road funds most efficiently requires good planning and accurate identification of appropriate rehabili-

tation projects. Assessing roadway conditions is an essential first step in this process. This asphalt pavement surface condition rating procedure has proved effective in improving decision making and using highway funds more efficiently. It can be used directly by local officials and staff. It may be combined with additional testing and data collection in a more comprehensive pavement management system.

**Transportation  
Information  
Center  
Publications**

**Pavement Surface Evaluation and Rating (PASER) Manuals**

**Asphalt PASER Manual**, 2002, 28 pp.

**Brick and Block PASER Manual**, 2001, 8 pp.

**Concrete PASER Manual**, 2002, 28 pp.

**Gravel PASER Manual**, 2002, 20 pp.

**Sealcoat PASER Manual**, 2000, 16 pp.

**Unimproved Roads PASER Manual**, 2001, 12 pp.

**Drainage Manual**

Local Road Assessment and Improvement, 2000, 16 pp.

**SAFER Manual**

Safety Evaluation for Roadways, 1996, 40 pp.

**Flagger's Handbook** (pocket-sized guide), 1998, 22 pp.

**Work Zone Safety**, Guidelines for Construction, Maintenance, and Utility Operations, (pocket-sized guide), 1999, 55 pp.

**Wisconsin Transportation Bulletins**

- #1 Understanding and Using Asphalt
- #2 How Vehicle Loads Affect Pavement Performance
- #3 LCC—Life Cycle Cost Analysis
- #4 Road Drainage
- #5 Gravel Roads
- #6 Using Salt and Sand for Winter Road Maintenance
- #7 Signing for Local Roads
- #8 Using Weight Limits to Protect Local Roads
- #9 Pavement Markings
- #10 Seal Coating and Other Asphalt Surface Treatments
- #11 Compaction Improves Pavement Performance
- #12 Roadway Safety and Guardrail
- #13 Dust Control on Unpaved Roads
- #14 Mailbox Safety
- #15 Culverts-Proper Use and Installation
- #16 Geotextiles in Road Construction/Maintenance and Erosion Control
- #17 Managing Utility Cuts
- #18 Roadway Management and Tort Liability in Wisconsin
- #19 The Basics of a Good Road
- #20 Using Recovered Materials in Highway Construction
- #21 Setting Speed Limits on Local Roads



# PASER

 **Transportation  
Information Center**  
University of Wisconsin–Madison

Asphalt Roads



# Building a Better World for All of Us<sup>®</sup>

Sustainable buildings, sound infrastructure, safe transportation systems, clean water, renewable energy, and a balanced environment. Building a Better World for All of Us communicates a company-wide commitment to act in the best interests of our clients and the world around us.

We're confident in our ability to balance these requirements.

JOIN OUR SOCIAL COMMUNITIES





	2022 Budget (As Revised 9-19-22)	2022 Actual	2023 Budget (As Revised 8- 3-23)	2023 Spent to Date (9/14/23)	Estimated 2023 Year End (X1.299%)	2023 Spent to Date (12/20/23)	Estimated 2023 Year End (X1.030%)	2024 Final Budget	Percent Change from 2023	
<b>100: General Fund</b>										Union wage increase \$.60/hour
<b>Paved Streets</b>										
Wages and Salaries: Full-time Employees-Regular	\$34,000.00	\$41,330.30	\$40,500.00	\$31,420.07	\$40,814.67	\$40,456.11	\$41,669.79	\$45,000.00	11%	
Wages and Salaries: Part-time Employees	\$7,200.00	\$5,246.95	\$9,600.00	\$4,918.84	\$6,389.57	\$7,341.33	\$7,561.57	\$10,000.00	4%	2 seasonal 4 days/week/\$17/hr
Employer Contributions for Retirement: PERA Contributions	\$3,200.00	\$3,422.37	\$3,725.00	\$3,050.84	\$3,963.04	\$3,858.65	\$3,974.41	\$4,460.00	20%	
Employer Contributions for Retirement: FICA Contributions	\$2,900.00	\$3,250.84	\$3,460.00	\$2,496.25	\$3,242.63	\$3,278.82	\$3,377.18	\$3,575.00	3%	
Employer Paid Insurance: Medicare	\$700.00	\$760.24	\$805.00	\$583.81	\$758.37	\$766.80	\$789.80	\$825.00	2%	
Worker's Compensation: Insurance Premiums	\$2,500.00	\$3,063.42	\$3,200.00	\$1.64	\$2.13	\$3,524.14	\$3,629.86	\$3,600.00	13%	
Employee Paid: Federal Income Tax	\$4,300.00	\$3,022.40	\$3,110.00	\$2,232.51	\$2,900.03	\$2,819.71	\$2,904.30	\$3,300.00	6%	
Employee Paid: State Income Tax	\$2,200.00	\$2,264.25	\$2,405.00	\$1,678.72	\$2,180.66	\$2,176.88	\$2,242.19	\$2,750.00	14%	
Repair and Maintenance Supplies: Street Maintenance Materia	\$1,000.00	\$5,827.49	\$6,000.00	\$1,442.62	\$1,873.96	\$1,824.87	\$1,879.62	\$8,000.00	33%	24:Crack Sealing
Repair and Maintenance Supplies: Landscaping Materials	\$0.00	\$527.58	\$50.00	\$0.00	\$0.00	\$0.00	\$0.00	\$600.00	1100%	
Small Tools and Minor Equipment	\$500.00	\$679.99	\$1,000.00	\$570.00	\$740.43	\$570.00	\$587.10	\$1,000.00	0%	
Professional Services: Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	100%	2024: Addl Feasibility Study work/2025: \$150k est rd improv proj
Professional Services: Legal Fees	\$1,300.00	\$0.00	\$3,000.00	\$356.00	\$462.44	\$616.00	\$634.48	\$1,000.00	-67%	
Professional Services: Administrative	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	100%	2025: Ehlers fees for rd proj bonding are included in bond and settled when bonds close.
Transportation: Travel Expense	\$100.00	\$126.00	\$135.00	\$0.00	\$0.00	\$0.00	\$0.00	\$135.00	0%	
Printing and Binding: Legal Notices Publishing	\$120.00	\$0.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	-17%	
Printing and Binding: General Notices and Public Information	\$350.00	\$0.00	\$350.00	\$0.00	\$0.00	\$0.00	\$0.00	\$350.00	0%	
Repairs and Maintenance - Contractual (404)	\$0.00	\$3,750.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	100%	
Rentals: Machinery and Equipment	\$1,360.00	\$1,339.00	\$2,000.00	\$1,442.00	\$1,873.16	\$1,442.00	\$1,485.26	\$2,000.00	0%	Rental of Street Sweeper
Property Tax	\$15.00	\$0.00	\$15.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-100%	
<b>Capital Outlay - CIP Street Improvements</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$65,689.88</b>	<b>100%</b>	
<b>Unpaved Streets</b>										
Repair and Maintenance Supplies: Street Maintenance Materia	\$200.00	\$0.00	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	150%	Mine Tailings
Repairs and Maintenance - Contractual (404)	\$13,500.00	\$10,403.92	\$50,250.00	\$44,316.00	\$57,566.48	\$44,316.00	\$45,645.48	\$15,750.00	-69%	\$15k Magnesium Chloride, 50 Lakes - Buchite Rd \$750/2023 \$33k Class5
<b>Ice and Snow Removal</b>										
Repair and Maintenance Supplies: Street Maintenance Materia	\$4,500.00	\$4,117.06	\$4,500.00	\$0.00	\$0.00	\$1,840.00	\$1,895.20	\$5,000.00	11%	Salt Sand
<b>PAVED ST., UNPAVED, SNOW TOTAL</b>	<b>\$79,945.00</b>	<b>\$89,131.81</b>	<b>\$134,425.00</b>	<b>\$94,509.30</b>	<b>\$122,767.58</b>	<b>\$114,831.31</b>	<b>\$118,276.25</b>	<b>\$183,634.88</b>	<b>37%</b>	







Building a Better World  
for All of Us<sup>®</sup>

April 1, 2024

Cari Johnson  
City of Emily  
City Hall, P.O. Box 68  
Emily, MN 56447

RE: Roosevelt Drive over Crooked Creek Bridge Replacement  
Scope of Services for Preliminary Engineering

Dear Ms. Johnson:

Thank you for the opportunity to provide this proposal for design services for the replacement of the Roosevelt Drive bridge over Crooked Creek (Bridge No. L2877) in Emily and Crow Wing County. Based on conversations I have had with Jeff Ledin, SEH has prepared this letter proposal for preliminary engineering services. The scope provided in this letter will outline SEH's services for project preliminary engineering necessary to produce a preliminary bridge plan that will define the site, alignment, profile, bridge type, and approach connections.

### **PROJECT UNDERSTANDING**

Bridge No. L2877, crossing Crooked Creek, is located on Roosevelt Drive just off of Blue Lake Road and between Lake Roosevelt and Pug Hole Lake. It is our understanding that this project will be administered using local funding and/or state bridge bonding with no federal funding involved. The City is seeking to have preliminary plans completed in 2024 in order to begin discussions on funding the project for final design and construction.

The existing bridge is a single-span, 43.5-foot long, 19.6-foot-wide bridge that was originally constructed in 1960. It has a steel beam and timber superstructure with a bituminous topping and timber railings. It has concrete abutments with timber wingwalls. The bridge carries one lane of traffic due to its insufficient width. The roadway approach width is 18 feet and carries 2 lanes of traffic. The average daily traffic (ADT) is approximately 15. The bridge is posted for vehicles no more than 40 tons. National Bridge Inventory (NBI) ratings indicate the deck is in fair condition and superstructure and substructures are in poor condition. The current Local Planning Index is now 33. The existing bridge crosses the waterway at a 90-degree angle and it appears to have a narrower waterway opening than the approach waterway. This causes increased scour conditions due to a higher water velocity passing through the bridge opening. There does not appear to be a detour route so either the new bridge is constructed on a new alignment or a temporary bridge will be needed during construction.

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 3535 Vadnais Center Drive, St. Paul, MN 55110-3507

651.490.2000 | 800.325.2055 | 888.908.8166 fax | [sehinc.com](http://sehinc.com)

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## **PROPOSED SCOPE OF SERVICES**

### **Task 1 – Project and Quality Management**

The Project Manager for the SEH Team will be Mark Maves. He will lead the team and be your primary point of contact. Mark is the Bridge and Structures practice center leader for SEH. He is familiar with and has experience in managing a wide assortment of bridge projects including roadway, trail, and rehabilitation of in-place bridges. Mark has strong relationships with the MnDOT Bridge Office and will coordinate all submittals and reviews with the State Aid Bridge Engineer, Dave Conkel and his staff.

Mark will ensure that the project receives the staff resources required to address all project development and design needs. This includes coordination between the City and County staff and the SEH team for all tasks necessary in establishing the preferred location, alignment and bridge type. Prior to beginning any preliminary engineering, we propose a site visit to better understand the bridge location and potential locations for the new bridge. Mark Maves and Jeff Ledin will attend from SEH along with City and County staff. SEH will organize and schedule this site visit.

Mark will also serve as the team's quality manager. He will develop a Quality Management Plan (QMP) using SEH guidelines to outline the quality process and procedures for this project.

#### *Sub Tasks:*

- 1) Manage project tasks, staff, budget, schedule
- 2) Coordinate project design services with City staff
- 3) Coordinate field visit of the bridge site with City & County Staff
- 4) Coordinate and lead design meetings with City staff
- 5) Prepare monthly invoices
- 6) Develop and implement a project Quality Management Plan

### **Task 2 – Preliminary Engineering**

SEH will utilize data and information obtained from initial meetings, survey and mapping, utility locates, and hydraulics evaluation to complete the development of a preliminary plan. Accurate survey information obtained at the outset of the project will be needed to successfully determine the optimum bridge size and location. SEH will thoroughly review all available data provided by the City or County to determine level of completeness and accuracy and assess the extents of a field survey. Field survey efforts will include horizontal and vertical control, topography, alignments, drainage, utilities, and property. SEH will also collect waterway cross sections of Crooked Creek to be used in the hydraulic modeling. Data collected in the field will be processed and incorporated into a base map file to be used as the basis for establishing existing conditions for design activities. All survey work will be coordinated with the City of Emily and will be consistent with MnDOT survey datum.

A brief bridge study will be performed to best determine the bridge structure type, span lengths, substructure locations, superstructure depth, and bridge/roadway section. Working in conjunction with the hydraulic analysis of Crooked Creek, a bridge type and size will be determined. Construction considerations will be developed. We anticipate the bridge to either be a single span concrete prestressed beam bridge a concrete slab bridge, or a box culvert. Its length will be approximately 50 feet, a little longer than the in-place bridge, and its width will be approximately 27 feet. The bridge will be designed to carry two lanes of traffic and will have updated traffic barriers along the deck edge.



The preliminary bridge plan will be developed in accordance with current MnDOT and AASHTO design standards and methodologies and submitted to the City, County and MnDOT State Aid Bridge Office along with a Foundations Recommendations Report. Mark Maves will coordinate all submittals and review meetings with the MnDOT State Aid Bridge Office. An engineer's probable construction cost estimate will be developed with the preliminary plan.

**Sub Tasks:**

- 1) Conduct field survey
- 2) Produce AutoCAD basemap
- 1) Establish roadway layout, alignment, construction limits, cross sections & profile
- 2) Perform preliminary bridge design
- 3) Prepare a Preliminary Bridge Plan & cost estimate
- 4) Prepare roadway layout & cost estimate for approach work
- 5) Conduct review meetings with County, MnDOT & other stakeholders

**Task 3 – Hydraulics Analysis**

In compliance with local, state and federal floodplain development regulations, a hydraulic analysis will be conducted to evaluate the potential impacts the project may have on flood elevations. This hydraulic analysis will involve analyzing potential impacts for Crooked Creek on the bridge. SEH will utilize any current effective hydraulic model information as a starting point and will coordinate with the MnDNR in the model development and project evaluation to ensure their modeling standards are met. It is expected that a 1D, steady-state HEC-RAS analysis will be sufficient for analyzing the existing and proposed bridge hydraulics.

**Sub Tasks:**

- 1) Develop Corrected Effective & Existing Conditions Hydraulic Models
- 2) Analyze Proposed Conditions
- 3) Prepare a Technical Memorandum to Summarize Hydraulic Analysis

**Task 4 – Wetland Delineation and Permitting**

A wetland delineation must occur on site to map the extent and type of all wetlands present in the project area. SEH will complete a wetland delineation within the property using the 1987 Manual and the *Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Midwest Region*. After the completion of the field delineation, we will provide a wetland delineation report. This report will describe the site conditions, identify the wetland boundaries, and serve to be a basis for follow up permitting if unavoidable wetland impacts will occur.

The delineation report will be provided to the City and Crow Wing County, which administers the Minnesota Wetland Conservation Act (WCA), in addition to their local requirements. The United States Army Corps of Engineers (USACE) may also regulate the wetlands in the project area and will be provided a copy of the report as well. A request will be made at submittal to complete a field review of the wetland boundaries. This meeting may serve as a pre-application discussion to expedite the project schedule. If the field review results in any adjustments to the wetland boundary, they will be modified by SEH, and provided in electronic format as the final approved boundary. It is presumed that the draft boundaries will serve for planning prior to the final boundary approval.

*Sub Tasks:*

- 1) Conduct wetland delineation
- 2) Produce wetland delineation report
- 3) Apply for required permits

A geotechnical investigation has not been included in this proposal. We propose to solicit a local geotechnical firm to provide soil borings, analysis and to write a foundations recommendation report for the next phase. We will make assumptions based on the final size of the bridge for a foundation type for our cost estimate.

**PROJECT TEAM**

SEH has ample resources to ensure the proposed work is completed in a timely fashion while providing high quality work. A highly skilled project team has been assembled with the expertise and staff availability to successfully complete the professional services outlined in this proposal.

**Mark Maves, PE** will be SEH's Project Manager. Mark is a senior bridge engineer and project manager with 38 years of experience in the transportation industry, primarily in the areas of conceptual, preliminary and final bridge design for projects involving bridge rehabilitations or replacements. He will serve as the day-to-day contact for the City for project questions, discussions, and schedule updates.

Mark will be supported by **Caitlyn Deutsch, PE** who will lead the bridge design team in the design and development of the preliminary bridge plans; **Nate McLaughlin** who will be the lead technician responsible for detailing the bridge plans; **Riley Mundloch, PE** who will lead the hydraulic analysis effort; **Rebecca Beduhn, PWS, CMWP** who will conduct wetland delineations and prepare reports and permit applications as necessary; **Alex Voit** who will be responsible for the roadway layout, construction limits, approach roadway preliminary design, and utility coordination.

Resumes can be submitted for all team members upon request.

Thank you for this great opportunity to perform preliminary engineering and develop preliminary plans for the replacement of Roosevelt Drive bridge. Our fee for labor and expenses for the services described above is a not-to-exceed amount of \$49,994 based on hourly billing rates.

We look forward to working with you and are eager to get started on the development of this bridge replacement project. Any questions you have regarding our letter proposal would be welcomed. Please contact me at 218-851-4569 (jledin@sehinc.com) or Mark at 651-470-1691 (mmaves@sehinc.com).

Sincerely,



Jeff Ledin, PE  
Client Service Manager



Mark Maves, PE  
Project Manager

## Community Solutions – Consultant Services Reimbursement for Local Governments

2023-2024

Consultant Services Reimbursements are awarded on a first-come, first-served basis while funds exist. Sourcewell will reimburse 50% of costs incurred up to \$10,000 per fiscal year per entity for hiring a third-party company to support local government operations. **Reimbursable categories include accounting and financial reporting, financial management, economic development, human resources, technology services, law enforcement, and community planning.** Your entity may apply for multiple reimbursements.

### Eligibility requirements

- The applicant organization must:
  - Be a Sourcewell participating agency. Register at [sourcewell-mn.gov/register](https://sourcewell-mn.gov/register).
  - Be a city, county, township, or other government association located in Cass, Crow Wing, Morrison, Todd, or Wadena county.
  - Be willing and able to financially match the reimbursement amount (in-kind support does not constitute a financial match).
- The proposed project must:
  - Relate to programs or services authorized under Sourcewell's enabling statute, Minnesota Statutes § 123A.21, subdivision 7, and serve a public purpose.
  - Not involve:
    - Audit services
    - Sponsorships
    - Legal fees
- A reimbursement request must include:
  - A completed Reimbursement Request Form.
  - An invoice for services provided which must be dated between July 1, 2023 - June 15, 2024.

### Reimbursement process

**Step 1:** Sourcewell staff will review each reimbursement request to ensure the criteria outlined above have been met. Requests that do not meet the criteria will not be eligible for reimbursement funds.

**Step 2:** Entities that pass the initial review process will be awarded funds on a first-come, first-served basis while funds remain available.



# Consultant Services Reimbursement Request Form

2023-2024

Sourcewell covers 50% of costs up to \$10,000 per fiscal year per entity on a first-come, first-served basis while funds exist. A copy of the invoice is required for reimbursement.

Today's date:

Entity requesting reimbursement:

Entity contact person:

Mailing address: Include city, state, and zip code

Consultant company:

Service received (multiple may be checked):

## Accounting and Financial Reporting

- Accounts payable and check printing
- Audit preparation
- Chart of accounts creation and review
- Financial reports
- Journal entries
- Payroll
- Reconciliation (cash and credit card)

## Financial Management

- Capital Improvement Plans
- Continuing Disclosure
- Debt Structuring
- Feasibility Studies
- Financial Management Plans
- Grant and Loan Application Writing
- Impact Analysis
- Municipal Bond Sales
- Tax Impact Analysis

## Economic Development

- Feasibility Studies
- Grant and Loan Application Writing
- Tax Abatement Planning
- Tax Increment Financing Creation and Management

## Human Resources

- Classification and compensation study
- Executive search
- Hiring assistance
- Organizational analysis
- Organizational capacity building
- Performance review development
- Scoring and classification of jobs

## Community Planning

- ADA planning
- Architectural services
- Comprehensive Plans
- Downtown plans
- Engagement surveys
- Engineering services
- Ordinance codification
- Wastewater compliance

## Technology Services

- Cyber Security Audit
- GIS Consulting
- Website development

## Law Enforcement

- Investigative support services
- Policy reviews

Invoice total: \$

Reimbursement amount requested: \$

1. Describe how the project primarily benefits your community within Region 5. Projects cannot primarily benefit any individuals, businesses, or nonprofit entities.

2. The proposed project must relate to Sourcewell’s government purpose as defined in Minn. Stat. § 123A.21, Subdivision 7. Please identify all program or service areas to which the proposed project will relate.

- administrative services
- curriculum development
- data processing
- distance learning and other telecommunication services
- evaluation and research
- staff development
- media and technology centers
- publication and dissemination of materials
- pupil personnel services
- planning
- secondary, postsecondary, community, adult, and adult vocational education
- teaching and learning services, including services for students with special talents and special needs
- employee personnel services
- vocational rehabilitation
- health, diagnostic, and child development services and centers
- leadership or direction in early childhood and family education
- community services
- shared time programs
- fiscal services and risk management programs, including health insurance programs providing reinsurance or stop loss coverage
- technology planning, training, and support services
- health and safety services
- student academic challenges
- cooperative purchasing service

3. How does the proposed project promote and align with Sourcewell’s statutory purpose of providing programs and services as identified in question 2.

On behalf of the entity I’m signing for, I acknowledge that we are not applying for any other Sourcewell funding to cover the remaining consultant services costs.

Member entity signature: \_\_\_\_\_

Submit completed reimbursement request forms and copies of invoices to [community@sourcewell-mn.gov](mailto:community@sourcewell-mn.gov)



JOHN DEERE

### Customer Purchase Order for John Deere Construction and Forestry Products - USA

**PURCHASER NAME AND ADDRESS (First Signer)**

NAME (First, Middle, Last)  
City of Emily

STREET or RR  
39811 state hwy 6

CITY Emily	STATE MN	ZIP CODE 65447	COUNTY Crow Wing
---------------	-------------	-------------------	---------------------

PHONE NUMBER \_\_\_\_\_ EMAIL ADDRESS \_\_\_\_\_

**PURCHASER NAME AND ADDRESS (Second Signer)**

NAME (First, Middle, Last)

STREET or RR

CITY	STATE	ZIP CODE	COUNTY
------	-------	----------	--------

PHONE NUMBER \_\_\_\_\_ EMAIL ADDRESS \_\_\_\_\_

**DEALER NAME AND ADDRESS**

DEALER NAME  
McCoy Construction & Forestry

Dealer Account No.:

STREET or RR  
34316 US Hwy 2 West

CITY Grand Rapids	STATE MN	ZIP CODE 55744	Date of Order:
----------------------	-------------	-------------------	----------------

Dealer Order No.: \_\_\_\_\_ TYPE OF SALE: \_\_\_\_\_

PURCHASER TYPE: \_\_\_\_\_ MARKET USE CODE: \_\_\_\_\_

**Add purchaser to Mailing List (Check One or More)**

Construction  Utility  Forestry  Government

PURCHASER IS: \_\_\_\_\_ Purchaser Acct.: \_\_\_\_\_

Business  Individual

SOCIAL SECURITY  IRS TAX ID NO  EIN

NO.:

EXTENDED WARRANTY IS:  Accepted  Rejected  (Initials)

LOCATION OF FIRST WORKING USE: \_\_\_\_\_ STATE \_\_\_\_\_ COUNTY CODE \_\_\_\_\_

County \_\_\_\_\_ City \_\_\_\_\_

Ultimate Uptime Package Purchased:  Yes  No \_\_\_\_\_ Initials \_\_\_\_\_

QTY	NEW	DEMO	RENT	USED	EQUIPMENT (Model, Size, Description)	Hours of Use	PIN or Serial Number	Delivered Cash Price
1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2023 John Deere 320P Backhoe Loader	5	1T0320PAKPF05649	\$139,200.00
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3yr/3000hr Powertrain Hydraulic Warranty			
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3yr/1500hr PartsOnlyPreventativeMaintenance			
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sourcwell Contract			
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<b>(1) TOTAL CASH PRICE</b>								<b>\$139,200.00</b>

QTY	TRADE-IN (Model, Size, Description)	Hours of Use	PIN OR SERIAL NUMBER	AMOUNT
1	1988 John Deere 210C Bakhoe Loader	5346	T0210CE750202	\$7,000.00
<b>(2) TOTAL TRADE-IN ALLOWANCE</b>				<b>\$7,000.00</b>
<b>(3) BALANCE (1-2)</b>				<b>\$132,200.00</b>
<b>(4) SALES TAX RATE _____ %</b>				<b>\$0.00</b>
<b>(5) ADDITIONAL FEES</b>				
<b>(6) SUBTOTAL (3 &amp; 4 &amp; 5)</b>				<b>\$132,200.00</b>
<b>(7) RENTAL APPLIED</b>				
<b>(8) CASH WITH ORDER</b>				
<b>(9) BALANCE DUE (6-7 &amp; 8)</b>				<b>\$132,200.00</b>

**ACKNOWLEDGMENTS:** Purchaser offers to sell, transfer, and convey the item(s) listed as "Trade In" to the Dealer at or prior to the time of delivery of the above product(s), as a "trade-in" to be applied against the cash price. Purchaser represents that each "trade-in" item shall be free and clear of all security interests, liens, and encumbrances at the time of transfer to the Dealer except to the extent shown below. The price to be allowed for each "trade-in" item is listed on this document. The Purchaser promises to pay the balance due (line 9) shown hereon in cash, or to execute a Time Sale Agreement (Retail Installment Contract), or a Loan Agreement for the purchase price of the Product(s), plus additional charges shown thereon, or to execute a Lease Agreement, on or before delivery of the equipment ordered herein. Despite delivery of the Product(s) to the Purchaser, title shall remain with the Seller until one of the foregoing is accomplished. The Purchaser and the Dealer agree that this Purchase Order is not a security agreement and that delivery of the Product(s) to the Purchaser pursuant to this Purchase Order will not constitute possession of the Product(s) by the Purchaser, as a debtor, for the purposes of the purchase money security provisions in any statutes relating to personal property security or its equivalent. Purchaser understands that its rights in connection with this purchase are limited as set forth in this Purchase Order.

Reset Form

Print Form



**DISCLOSURE OF REGULATION APPLICABILITY:** When operated in California, any off-road diesel vehicle may be subject to the California Air Resources Board In-Use Off-Road Diesel Vehicle Regulation. It therefore could be subject to retrofit or accelerated turnover requirements to reduce emissions of air pollutants. More information is available on the California Air Resources Board website at <http://www.arb.ca.gov/msprog/ordiesel/ordiesel.htm>.

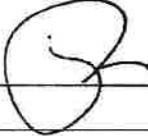
**IMPORTANT WARRANTY NOTICE:** The Standard Warranty for new John Deere construction and forestry products is set forth in a separate document provided by the dealer. Please read the Standard Warranty carefully before signing. No express warranty is made unless specified in the Warranty Statement. PURCHASER'S RIGHTS AND REMEDIES PERTAINING TO THIS PURCHASE ARE LIMITED AS INDICATED IN THE STANDARD WARRANTY AND PURCHASE ORDER. WHERE PERMITTED BY LAW, NO IMPLIED WARRANTY OF MERCHANTABILITY, CONDITIONS OR FITNESS IS MADE.


**TERMS & CONDITIONS VERIFICATION STATEMENT**

Use of John Deere Data Services ("Services"), if applicable, and all rights and obligations of John Deere and the Purchaser (or "Customer" as identified in the applicable agreement), are governed by the terms and conditions outlined in the Warranty Statement and the applicable John Deere Construction & Forestry Company Subscriptions & Data Services Dealer Agreement and/or Customer Data Services agreements available at [www.JohnDeere.com/Agreements](http://www.JohnDeere.com/Agreements). Purchaser agrees to be bound by these terms and conditions if Purchaser activates or otherwise uses any of the Data Services. If Purchaser does not agree to these terms and conditions, Purchaser must not activate or otherwise use the Data Services.

The undersigned purchaser(s) (the "Purchaser") hereby orders the product(s) (the "Product") described above from the Dealer. The Dealer shall not be liable for failure to provide the Product or for any delay in delivery if such failure or delay is due to the Dealer's inability to obtain such Product from the manufacturer or supplier or other cause beyond the Dealer's control. The cash price shown above is subject to the Dealer receiving the Product from the manufacturer or supplier prior to any change in price by the manufacturer or supplier and is also subject to any new or increased taxes being imposed upon the sale of the Product after the date of this Purchase Order.

Purchaser's signature below acknowledges the Purchaser has received a copy of the Standard Warranty, Version \_\_\_\_\_ (Initials) \_\_\_\_\_ and understands its terms and conditions.

Purchaser (First Signer) City of Emily Signature  Date 3/15/24  
Purchaser (Second Signer) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_  
Dealer Representative \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_  
Salesperson \_\_\_\_\_ Signature Matthew Piche Date 3/15/24

DELIVERY ACKNOWLEDGEMENT	Delivered with Operator's Manual On:	Purchaser Signature:
	<u>3/13/24</u>	

CITY OF EMILY - 320P - 3YR/1500HR - PARTS ONLY PM -  
INCLUDED IN MACHINE PRICE

2022724163



JOHN DEERE

### Summary Report

**DEALER**

McCoy Construction Forestry  
34316 US Hwy 2 West  
Grand Rapids, MN 55744  
US

**CUSTOMER**

CITY OF EMILY  
PO BOX 68  
EMILY, MN 564470068  
US

**MACHINE**

Make: JOHN DEERE  
Model: 320 P  
PIN: 1T0320PAKPFX05649  
Usage so far: 4 Hours  
Machine Options:

**PLAN**

Plan Years: 3 Years  
Plan Hours: 1500 Hours  
Average Annual Usage: 500 Hours  
Created On: 12/21/2023

**SERVICE INTERVAL**

500 Hour Service  
1000 Hour Service  
500 Hour Service

**RESPONSIBILITY**

Customer  
Customer  
Customer

  
CUSTOMER signature

3/25/24  
Date

DEALER signature

Date

JOHN DEERE accepts no liability in relation to this agreement as it is solely between the CUSTOMER and the authorised John Deere DEALER.

CITY OF EMILY - 320P - 3YR/1500HR - PARTS ONLY PM -  
INCLUDED IN MACHINE PRICE

2022724163



JOHN DEERE

**Terms And Conditions**

**Customer's Responsibilities:**

Must perform daily and weekly maintenance in accordance with manufacturer's guidelines.

Assure machine availability for dealer to perform maintenance at mutually agreed upon time and location.

**Conditions:**

McCoy CF will have no further obligation under this agreement if the customer fails to fulfill any of the "customer responsibilities" listed

above. Otherwise, coverage may be terminated only upon mutual agreement of McCoy CF and customer.





**JOHN DEERE**

# Application For Extended Warranty

## For John Deere Construction, Forestry, And CWP Products

Print Form

The John Deere equipment Owner identified below ("Owner") hereby applies for Extended Warranty to John Deere\*. (\*In the US: John Deere means John Deere Warranty Inc., One John Deere Place, Moline, Illinois 61265-8098, except for Owners in GA or NY, John Deere means John Deere Construction & Forestry Company, One John Deere Place, Moline, Illinois 61265-8098. In Canada: John Deere means John Deere Canada ULC, 295 Hunter Road, P.O. Box 1000, Grimsby, Ontario, L3M 4H5.) John Deere's obligations under the Extended Warranty for John Deere Construction, Forestry, and CWP Products are backed by the full faith and credit of John Deere. This Application is made in accordance with the terms set forth in this document for the John Deere product identified below. Owner desires the Extended Warranty coverage option(s) checked:

Check One:

Commercial     Governmental     Rental

Forestry or Severe Duty\*     Forestry Extreme Duty\*\*

**1. APPLICATION GROUP**

\* Severe Duty applications are: Demolition & Wrecking, Chemical Plant, Steel Mill, Land Fill Applications, Scrap Handling, and any other applications that are similarly destructive or similarly heavy duty. (36 months/ 6,000 hours maximum coverage)  
\*\* Forestry Extreme Duty applications are: 648, 748, 848 model grapple skidders equipped with regular (NOT Sweda) axles, chains and/or dual tires. (36 months/ 6,000 hours maximum coverage)

**2. COVERAGE TYPE & DURATION**  
CHECK FULL MACHINE, ANY ONE POWERTRAIN OPTION, OR A COMBINATION OF FULL MACHINE AND ANY ONE POWERTRAIN OPTION. EXTENDED WARRANTY IS CALCULATED FROM ORIGINAL DATE OF DELIVERY.\*\*\*  
FOR EACH COVERAGE OPTION SELECTED, CHECK THE APPLICABLE STANDARD WARRANTY BELOW, THEN SELECT THE TOTAL MONTHS/HOURS DESIRED. Note: Months/ hours selected may not exceed maximum specified for the designated application group.

<input type="checkbox"/> Full Machine <p style="text-align: center;">Expiration - First To Occur (Months or Hours) Months after first retail purchase***</p> <p style="text-align: center;">Std. Warranty 12 24 36 48 60 72 84</p> <p><input type="checkbox"/> 12 months N/A 12 24 36 48 60 72</p> <p style="text-align: center;"><small>Above are additional months, after expiration of Corresponding Standard Warranty</small></p> <p>You have selected <input type="text" value=""/> total months and <input type="text" value=""/> hours</p>	<input checked="" type="checkbox"/> Powertrain Plus Hydraulics or <input type="checkbox"/> Powertrain or <input type="checkbox"/> Engine Only <p style="text-align: center;">Expiration - First To Occur (Months or Hours) Months after first retail purchase***</p> <p style="text-align: center;">Std. Warranty 12 24 36 48 60 72 84</p> <p><input type="checkbox"/> 12 months N/A 12 24 36 48 60 72</p> <p><input checked="" type="checkbox"/> 24 months N/A N/A 12 24 36 N/A N/A</p> <p style="text-align: center;"><small>Above are additional months, after expiration of Corresponding Standard Warranty</small></p> <p>You have selected <input type="text" value="36"/> total months and <input type="text" value="3000"/> hours</p> <p style="text-align: center;"><b>Note: 24 months Standard Warranty is for Scraper Tractors - Powertrain only</b></p>
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\*\*\* Less duration of rental, demonstration, or other usage, if any, prior to first retail purchase or lease.

Owner Name <b>City of Emily</b>		Email Address	
Address (Street, RR) <b>39811 State Hwy 6</b>		(City/Town) <b>Emily</b>	(State/ Providence) <b>MN</b>
		(Zip/Postal Code) <b>55447</b>	
DEALER NUMBER	Dealer Name <b>McCOY Construction &amp; Forestry</b>		Address <b>34316 US Hwy 2 West</b>
	(City/Town) <b>Grand Rapids</b>		(State/Providence) <b>MN</b>
Prepared By:			
Product Description	Model <b>320P</b>	Product Description <b>John Deere 320P Backhoe Loader</b>	Hourmeter Reading <b>5</b>
			Product ID No. (Pin) <b>1T0320PAKPF05649</b>
			Delivery Date

**IMPORTANT NOTE TO OWNER:** Complete terms of John Deere's Extended Warranty are set forth on this document. Please read both pages carefully before signing. YOUR RIGHTS AND REMEDIES IN CONNECTION WITH EXTENDED WARRANTY ARE LIMITED AS INDICATED ON BOTH PAGES OF THIS DOCUMENT. WHERE PERMITTED BY LAW, JOHN DEERE PRODUCTS CARRY NO STATUTORY OR IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS. John Deere's Extended Warranty is not insurance.

**OWNER RESPONSIBILITIES:** After the product's Standard Warranty expires, the Owner will be responsible for the first \$200 of repair cost for each repair event covered by Extended Warranty, except for covered repairs to the product's (1) engine or powertrain, or (2) hydraulics (if Extended Powertrain Plus Hydraulics coverage is the only coverage in effect.) Scraper tractor Extended Warranty is limited to the powertrain only with a \$750 deductible for each repair event covered under the Extended Warranty.

**ACKNOWLEDGEMENTS:** I have read and understand the terms, including limitations and exclusions, of John Deere's Extended Warranty, and understand that it is not insurance. I also understand that the coverage applied for herein is not effective unless and until (1) a properly completed application for coverage is submitted to John Deere, and (2) the coverage charge is paid.

Owner Signature: Date: **3-25-2024**

The Owner and product identified above meet all requirements for the coverage requested, and the coverage charge has been paid.

Dealer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**TRANSFER** - The unexpired portion of this Extended Warranty may be transferred with John Deere's approval (See Section H on second page for complete details.) Complete the section below to request transfer.

Purchaser Application: Forestry or Severe Duty Commercial Governmental Rental Forestry/Extreme Duty	Dealer Number Charged	Purchaser Name		Address (street, RR)	
		(City/Town)		(State/Province)	(Zip/Postal Code)
Date Machine Sold	Transfer Hourmeter Reading	Date Inspection completed & approved	Signature of New Buyer <b>X</b>	Date	Dealer Confirmation <b>X</b>
					Date

## A. EXTENDED WARRANTY - GENERAL PROVISIONS.

During the coverage period, John Deere will repair or replace, at its option, covered components that were either factory installed components or genuine John Deere replacements installed by an authorized John Deere dealer ("Dealer"). Such repair or replacement will be free of charge for parts and labor, except as otherwise stated below. Under each coverage option, the Extended Warranty period begins when the product's corresponding Standard Warranty ends, and continues (unless terminated under Section E below) until the expiration selected on the face of this document. The coverage period ends at the specified number of months or when the machine's hour meter reaches the specified hour limitation, whichever occurs first.

Extended Warranty is available only through Dealers for John Deere products, and may be purchased at any time before the product's Standard warranty, or Extended Warranty expires. Extended Warranty is not effective unless and until (1) a properly completed application for coverage is submitted to John Deere, (2) and the coverage charge is paid. Once Extended Warranty becomes effective, John Deere's obligations hereunder extend only to the applicant identified on the first page of this document, unless remaining coverage is transferred to a subsequent purchaser of this product in accordance with Section H below.

## B. FLUID ANALYSIS REQUIREMENT AND MAINTENANCE.

**Fluid Analysis:** As a condition of coverage, the following Extended Warranty contracts require fluid analysis:

- Extended Warranty Contracts on excavators with 100 horsepower and above.
  - All other Construction & Forestry products (including excavators under 100 horsepower) with Extended Warranty Contracts above 5000 coverage hours.
- Compact Excavators, Compact Track Loaders, Skid Steers, Compact Loaders, Scraper Tractors and Pull-Type Scrapers are excluded from this requirement.

Owner is responsible for completing hydraulic/hydrostatic oil analysis at 500 hour intervals for specific models and hours of coverage. If sample frequency is not maintained, and repairs occur, Owner will be responsible for 20% of the repair cost. An oil sample using John Deere specifications must be submitted on or before the effective date of the Extended Warranty contract.

**Maintenance:** The Owner, at his or her own expense, must maintain the product in accordance with the product's Operator's manual and, upon request, provide adequate records verifying maintenance.

**L SERIES SKIDDERS, L SERIES WHEELED FELLER BUNCHERS, M SERIES TRACKED FELLER BUNCHERS: Additional Fluid Analysis & Maintenance may be required.** As a condition to receive a Powertrain Ultimate Uptime Extended Warranty and Preventative Maintenance contract, the following will be required:

- A Dealer must perform all major services, including without limitation, scheduled maintenance in accordance with the Operator's Manual for the duration of the Extended Warranty Term.
- Submit oil samples through ALS after every service interval, regardless of who performs the service (Owner or Dealer).
- Use John Deere parts and fluids for every service interval, regardless of who performs the service (Owner or Dealer).

## **FAILURE BY THE OWNER TO COMPLY WITH THESE REQUIREMENTS WILL VOID POWERTRAIN EXTENDED WARRANTY COVERAGE.**

### **WHAT IS COVERED BY EXTENDED WARRANTY:**

Every product component is covered by Extended Warranty. Those components that are covered are listed below. If a particular component is not listed below, it is not covered by Extended Warranty.

- 1. Engine Only Coverage** (excludes Cummins, Detroit Diesel and Hino Engines): If you purchased Engine Only Extended Warranty the following items are covered: Engine: engine and all components within, cylinder head and gasket, ECU, electronic engine-speed-control system, engine block, engine oil cooler and aftercooler, flywheel housing and gasket, front and rear engine seals, front damper, hydraulic actuator, injection nozzles, injection pump and gasket, manifolds and gaskets, oil pan and gasket, pressure/temperature sensors and sending units, pressure/temperature sensors and sending units-EGR system manifold, ring gear and flywheel, rocker arm cover and gasket, thermostats, timing gear cover, turbocharger and gaskets, water pump and gaskets.
- 2. Powertrain Coverage:** If you purchased Powertrain Extended Warranty the engine items above are covered along with the following items: Engine: engine speed controls & linkages - excavators. Transmission/Axles/Hydrostatics: axle(s) and differentials(s), clutch housing (except dry clutch disk), driveshaft with universal joints, electronic and/or hydraulic control valves, excavator rotary manifold, Tracked Feller-Buncher rotary manifold, final drive, front wheel-drive sensors (not wiring harness), hydrostatic system components including: propel motor, hydrostatic/hydraulic pump and related control valves powering propel and/or swing function (not dig function), hydraulic-front-wheel-drive axle and wheel assembly (including drive pump and motor, electric control, solenoid control valve, and divider valve), mechanical-front-wheel-drive differential/axle assembly (with its driveshaft, universal joint and control), power take off clutch housing (scraper tractor only), pump and valve controller, reverser with control valve, splitter drive, swing motor and brake, swing gearbox and bearings, torque converter, transfer drive, transmission. Brakes: wet park brake pinion shaft, bearing, and bearing quill (motor graders only), wet service brakes, wet steering brakes and clutches. Electrical: sensors- rotary, starter (scraper tractor only). Electric-Drive Loaders: generator, electric motor, power electronics inverter (DLR), brake resistor, motor cable assembly, generator cable assembly, brake resistor cable assembly.
- 3. Powertrain plus Hydraulics Coverage:** If you purchased Powertrain plus Hydraulics Extended Warranty, the engine and power train items above are covered along with the following hydraulic items: Transmission/Axles/Hydrostatics: accumulator and related relief valves (transmission), hydraulic differential lock valve & associated parts. Hydraulics: control & load holding valves, cylinder packing kits, hydraulic cylinders, hydraulic oil cooler, hydraulic pumps & motors & related control valves, hydraulic reservoir, locking pin cylinder, pilot controls. Brakes: brake accumulator (Articulated Dump Truck Only). Steering: crossover relief valve, priority valve, steering pump, steering valves and cylinders.
- 4. Full Machine Coverage:** If you purchased Full Machine Extended Warranty the engine, powertrain, and powertrain plus hydraulic items above are covered along with the following non-powertrain items: (Please note: there is a \$200 deductible on all hydraulic and non-powertrain repairs when Full Coverage is purchased). Engine: engine mounts and support, engine oil lines, engine speed controls & linkages, filter mount, fuel lines, fuel tank and associated parts, fuel transfer pump & gasket, oil filler tube, pullays, radiator and hoses, water piping. Transmission/Axles/Hydrostatics: control rods, differential lock valve & associated parts, external oil lines, filler tubes (transmission), filter screens, oil cooler, shift-control linkage, sending units and sensors.

Brakes: brake accumulator (Non ADT), brake pump, brake valve, pressure reducing valve, unloading valve. Electrical: alternator, gauges, indicators, instruments, sensors, starter, starter drive, starter solenoid, switches, voltage regulator, wiper motors, wiring harnesses. Factory Installed Air Conditioning: accumulator, clutch, compressor, condenser, dryer, evaporator, expansion valve, heater hose, pulley, seals & gaskets, temperature control programmer. Other: bucket linkages, circle drive gearbox, dump body (ADT only), fan & fan drive, motor grader circle, scarifier & ripper linkages, factory installed winch (skidders only). Steering: axles, secondary steering system components, spindles & supports, steering linkage, tie rod & tie rod ends. Structures: arm, articulation joint (incl. pins & bushings), bin frame, boom, car body, C-frame, circle frame, dipperstick, draft frame, engine frame, equipment frame, forklift mast & frame, grapple arch and grapple boom, loader arm, loader frame, mainframe, moldboard lift arm, rollover protection structure (ROPS), side frame, swing frame, track frame, X-frame, Z-bar, Pneumatic Components (ADT only): airline hoses & lines & fittings, air components of brake systems, four way protection valve, unloading valve.

## D. ITEMS NOT COVERED. John Deere is not responsible for the following:

1. Parts/Kits not ordered on machine and installed aftermarket are not covered by the machine's Standard Warranty or Extended Warranty. These parts will be covered by any applicable parts warranty.
2. Attachments installed aftermarket are excluded from any Extended Warranty purchased for the machine - i.e. Winch not installed at factory.
3. Factory installed forestry attachments such as felling heads, saw heads, harvesters, delimiters and all Waratah attachments do not qualify for Extended Warranty.
4. Batteries, hoses, radios, tires, Cummins or Detroit Diesel engines.
5. Premiums charged for overtime labor requested by the Owner.
6. Costs for transporting the product to and from the place where service is performed, or service calls made by the repairing Dealer.
7. Depreciation and normal wear.
8. Damage caused by any of the following: a) Misuse or abuse of the machine; b) the application the machine is working in; c) lack of proper/required maintenance; d) failure to follow operating instructions; e) lack of protection during storage; f) vandalism; g) the elements; or h) collision or other accidents.
9. Normal maintenance and replacement of maintenance and wear items such as: filters, oils, coolants and conditioners, blades and cutting edge parts, pins and bushings (except in articulation joints), hoses, lines and fittings, undercarriage, belts, dry brakes and dry clutch linings, bulbs, rubber tracks, and skidder grapple shocks.
10. Damage caused to a covered component by a non-covered component that is used on or installed in the product.
11. For warranty repairs made in the field, any charges (such as Dealer travel time, mileage, or extra labor) that would not have been incurred had the product been repaired at the Dealer's place of business.

## E. TERMINATION OF EXTENDED WARRANTY.

John Deere is relieved of its obligations under Extended Warranty if:

1. Service (other than normal maintenance and replacement of service items) is performed by someone other than a Dealer; or
2. The product is altered or modified in ways not approved by John Deere; or
3. The product's hour meter has been rendered inoperative or otherwise tampered with; or
4. The product is removed from the United States or Canada; or
5. Use is made of the product within an application group other than the group designated in the application for Extended Warranty for the product.

## F. LIMITATIONS OF JOHN DEERE'S LIABILITY.

The repair or replacement of covered components that are defective, as provided in Section A above, shall be the Owner's exclusive remedy for any defect in the product. However, if after repeated attempts such repair or replacement fails to correct the performance problem caused by the defect, the Owner's sole remedy shall be a refund of the amount paid for the product (in exchange for a return of the product), excluding any transportation charges, license fees, taxes, and insurance premiums, and less a reasonable allowance for use of the product prior to its return. John Deere's liability for any repair event shall not exceed the actual cash value of the product if repaired, and John Deere's cumulative liability over the coverage period shall not exceed the amount paid by the Owner for the product, excluding any transportation charges, license fees, taxes, and insurance premiums. In no event will John Deere be liable for any incidental or consequential damages (including without limitation, loss of profits, rental of substitute equipment, or other commercial loss) that may be sustained due to a defect in the product or the breach or performance of John Deere's obligation under Extended Warranty. Corrections of defects in the manner provided herein shall constitute fulfillment of all liabilities of John Deere to the Owner or any other person, **whether based upon contract, tort, strict liability, or otherwise.** This limitation does not apply to claims for personal injury.

**G. OBTAINING EXTENDED WARRANTY SERVICE.** To obtain service covered by Extended Warranty, the Owner must request Extended Warranty service from a Dealer authorized to sell the product to be serviced. When making such a request, the Owner must present his or her Application for Extended Warranty and John Deere's written confirmation of coverage (transferees under Section H below must present John Deere's written confirmation of coverage transfer), make the product available at the Dealer's place of business, and inform the Dealer in what way the product is believed to be defective. Extended Warranty repairs can be made in the field if the purchaser and servicing Dealer so desire. However, John Deere will not be responsible for any charges (such as Dealer travel time, mileage, or extra labor plus any applicable taxes) that would not have been incurred had the product been repaired at the Dealer's place of business.

**H. TRANSFER OF UNUSED COVERAGE UPON RESALE.** Remaining Extended Warranty applicable to a used John Deere product is transferred to a subsequent purchaser of the product if:

1. The subsequent purchase is made before the product's Extended Warranty expires; and
2. The product is determined by John Deere to be in satisfactory condition following an inspection performed by a Dealer, in accordance with John Deere's instructions, at the subsequent purchaser's expense; and
3. John Deere's written confirmation of the transfer is received by the subsequent purchaser; and
4. Either (a) the use made of the product by the subsequent purchaser falls within the same application group designated on the product's original Application for Extended Warranty, or (b) the subsequent purchaser pays the amount specified by John Deere for conversion of the remaining coverage to a different application group.

**I. NO STATUTORY OR IMPLIED WARRANTY.** Where permitted by law, JOHN DEERE PRODUCTS CARRY NO STATUTORY OR IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS.

**J. DEALER CANNOT VARY TERMS OF COVERAGE.**

All terms of John Deere's Extended Warranty are set forth on this document. **Dealers have no authority to make any representation or promise on behalf of John Deere, or to modify the terms or limitations of Extended Warranty in any way.**

  
**McCOY**  
CONSTRUCTION & FORESTRY

**Fluid Sampling and Extended Warranty Requirements**

1. I acknowledge fluid sampling every 500 hours is a requirement of the extended warranty I have purchased for my equipment.

Machine Model: 320P Backhoe Loader

Required compartments (select applicable):

- Engine
- Hydraulic
- Hydrostatic
- Final Drives
- Axles
- Transmission
- Gear Boxes

Customer initial TJ

McCoy agent initial mjp

2. I acknowledge if fluid sampling is not performed or the records cannot be produced when a warrantable failure occurs, I am liable for payment of 20% of the extended warranty claim.

Customer initial TJ

McCoy agent initial mjp

3. I acknowledge I am responsible for paying the deductible payment on applicable comprehensive warranty claims.

Customer initial TJ

McCoy agent initial mjp

4. I acknowledge John Deere warranty does not cover travel time or mileage on warranty repairs and I am responsible for payment of these charges.

Customer initial TJ

McCoy agent initial mjp

5. This extended warranty on this machine is provided by:

- John Deere (no limit of coverage)
- Assurant/EPG (New machines limited coverage of 100% machine value; used machines limited coverage of 50% machine value)
- Other

Customer initial TJ

McCoy agent initial mjp

6. I acknowledge the extended warranty requirements have been explained to me and I fully understand and agree to these terms.

Customer initial TJ

McCoy agent initial mjp

Customer / Company Name

Tracy Jones, City of Emily

McCoy Representative Name

Matt Piche

Customer Signature/Date

TJ 3/25/24

McCoy Representative Signature/Date

Matthew Piche





# BILL OF SALE

Seller, City of Emily  
(Name)

of 39811 State Hwy 6  
(Address)

in consideration of the sum of Seven Thousand Dollars & 00/100  
(\$ 7,000.00) dollars,

receipt of which is acknowledged, hereby sells, assigns and transfers to McCoy Construction & Forestry, Inc.

(hereafter referred to as McCoy) of 2099 Southpark Ct. Dubuque, IA 52003, the following personal property:  
(Physical address of McCoy Construction & Forestry)

1 1988 John Deere 210C Backhoe Loader w/ 5346hrs SN- T0210CE750202

Seller represents and warrants to Buyer that:

- ( 1 ) Seller is the absolute and lawful owner of the personal property,
- ( 2 ) the personal property is free and clear of all liens and claims and encumbrances,
- ( 3 ) Seller has the right to sell the personal property and make this Bill of Sale, and
- ( 4 ) Seller will defend the personal property against the lawful claims and demands of all persons including the title to the personal property.

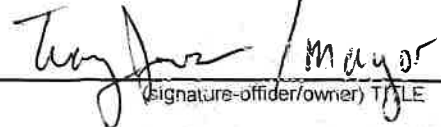
Seller shall indemnify and hold harmless McCOY including its subsidiaries and affiliated companies, their officers, agents and employees, against any and all loss, liability, damage and expenses whatsoever including reasonable attorney's fees whether suit be instituted or not by reason of any and all claims and demands made by any person or persons, company or companies, against McCOY concerning said personal property including claimed security interests, liens and ownership rights relating to said personal property.

The validity, construction and interpretation of this Bill of Sale shall be governed by the substantive laws of the State of Iowa without regard to principles or conflicts of law.

Any actions or proceedings that arise from, relate to, or concern any term, condition, covenant or element of this Bill of Sale, the obligations, duties and rights thereunder or related thereto and the personal property which is the subject thereof including all actions maintained by or on behalf of Seller and any third party, crossclaim or counterclaim asserted against McCOY shall be brought and maintained exclusively in Iowa, Dubuque County, State of Iowa.

If more than one person signs this Bill of Sale, all persons signing shall be jointly and separately liable.

Seller has signed this Bill of Sale, or caused this Bill of Sale to be signed by its proper corporate officers and its corporate seal to be affixed on this 21<sup>st</sup> day of March, 2024.

Seller:   
(signature-officer/owner) TITLE

Seller: \_\_\_\_\_  
(signature-officer/owner) TITLE

Witness: \_\_\_\_\_

Witness: \_\_\_\_\_

**clerk@emily.net**

---

**From:** Storlie, Angela <AStorlie@lmc.org>  
**Sent:** Friday, April 5, 2024 9:01 AM  
**To:** clerk@emily.net  
**Subject:** surplus equipment

Hi Cari,

Yes, trading equipment in is an acceptable method of disposal. Remember that the value of the trade in should not be subtracted from the contract price when determining if competitive bidding law applies. See page 3 of the League's memo on competitive bidding requirements for more discussion on that: <https://www.lmc.org/resources/competitive-bidding-requirements-in-cities/>.

It is not a statutory requirement that a resolution be passed.

Happy Friday!

**Angie Storlie** | Research Analyst  
Phone: (651) 215-4176  
[astorlie@lmc.org](mailto:astorlie@lmc.org)

League of Minnesota Cities | 145 University Ave. West | St. Paul, MN 55103  
[www.lmc.org](http://www.lmc.org) | [Facebook](#) | [Twitter](#) | [Podcast](#)

**Please be advised that I am not an attorney and this does not constitute legal advice.**

---

**From:** Shared-Research-Inquiries <Research@lmc.org>  
**Sent:** Thursday, April 4, 2024 4:29 PM  
**To:** Shared-Research-Inquiries <Research@lmc.org>; clerk@emily.net  
**Subject:** Research Question Submission

**Research Question Submission**

Thank you for submitting a research question to the League of Minnesota Cities. The League's Research Staff will begin working on it as soon as possible.

You submitted the following information:

**First Name:** Cari  
**Last Name:** Johnson  
**Position:** City Clerk/Treasurer  
**City:** Emily  
**Phone:** 2187632480  
**Email:** [clerk@emily.net](mailto:clerk@emily.net)  
**Date Submitted:** Thursday, April 4, 2024  
**Question submitted:**

The City had an old backhoe tractor and purchased a new one. Should the Council have adopted a resolution to declare the old backhoe tractor as surplus before trading it in on the new one? The backhoe tractor is gone and we have the

# PROPOSAL

Date: 3/10/24

Please note the

PAVESTRIPE llc

C.J.Welliver

Address change\*

31210 Rasmussen Rd.  
Pequot Lakes, Mn. 56472

(218) 513-3893

cjpavestripe@hotmail.com

City of Emily  
Cari Johnson  
39811 State Hwy 6 P.O. Box 68  
Emily, Mn.. 56447

Phone # 763-2480  
763-3360 Gary

Parking Lot Striping Etc.  
Curb on Hwy 6

No. of Spaces	Footage 3110'	Misc. Footage Hash Marks:	Yellow: White:
Curbs Footage 3110'	Yellow White	Red Blue	Handicap: Arrow: No Parking: Stops:

Special Instructions Etc.  
Misc.

History:

Striped '21

RECEIVED  
MAR 18 2024

BY:.....

\*\*\* We use Federal Spec. High Traffic 100% Acrylic Formula paint \*\*\*

Price for Striping only	For the Sum of	Total	\$1100.00
-------------------------	----------------	-------	-----------

We propose to furnish material and labor, complete and in accordance with the specifications above, for the sum of: \$1100.00 To be paid upon completion of the job.

Authorized Signature \_\_\_\_\_



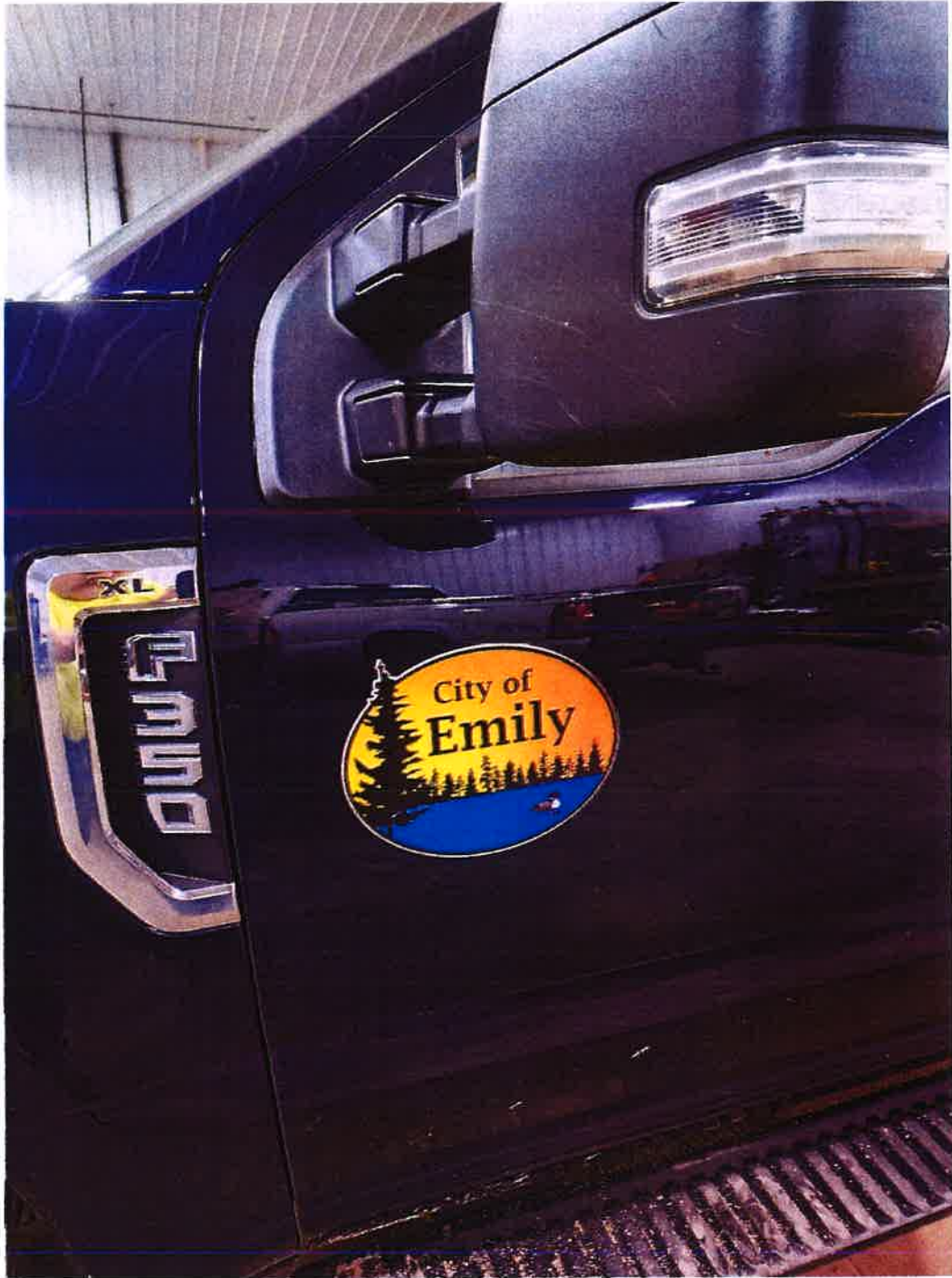


## MAINTENANCE REPORT

4/9/2024

- Dump work
- Cutting trees
- Road sweeping
- General maintenance
- Washing and putting snow equipment away

Brian Foster  
Maintenance Supervisor











# Crow Wing County SHIP Partner Agreement

Kelli Johnson

Crow Wing County SHIP Coordinator

Office: (218) 851-2997

Kelli.Johnson@CrowWing.gov



Date: April 9, 2024

Organization Name: City of Emily

Crow Wing County has the opportunity to offer funding to help improve the health of Minnesota through the Statewide Health Improvement Partnership (SHIP). The interventions are designed to support healthier communities by expanding opportunities for active living, healthy eating, well-being and tobacco-free living, thereby helping to reduce the leading causes of chronic disease.

City of Emily agrees to:

- Applicants will have submitted a partner award application. This must include the specific sustainable policy, systems and environmental (PSE) change(s) they will be working toward, a brief description of planned activities, a timeline for the activities and the proposed budget.
- Submit 10% or more leveraged/in-kind funds report.
- No items purchased via SHIP funding can be resold – contact your SHIP Coordinator if you are no longer able to use the SHIP funded items.
- All communication pieces (not including Social Media posts) require prior approval before expenses are incurred; this includes all signage. Email communication pieces to the Crow Wing County SHIP Coordinator for pre-approval.
- Reimbursement will occur provided the above is satisfactorily completed and proof of payment is submitted.
- **Submit a final report of your SHIP project. A Midweek Motivator for the Brainerd Dispatch is required, along with photos.**

**Crow Wing County Public Health Service agrees to:**

- Provide guidance and technical assistance.
- Provide SHIP reimbursement funding in the amount of \$0.00 to help City of Emily with the implementation of the SHIP water bottle filling station installation activity.
- This contract agreement is contingent on ongoing funding from the State of Minnesota.

By signing below, we are bound by the agreement above:

\_\_\_\_\_  
Tracy Jones, Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Crow Wing County Public Health Service Representative

\_\_\_\_\_  
Date



**clerk@emily.net**

---

**From:** Kelli Johnson <Kelli.Johnson@crowwing.gov>  
**Sent:** Wednesday, March 27, 2024 7:12 AM  
**To:** clerk@emily.net  
**Cc:** 'Tracy Jones'; Kelli Johnson  
**Subject:** RE: SHIP Grant Application  
**Attachments:** Partner Agreement.docx

**Flag Status:** Flagged

Good morning!

This application has been approved in the amount of \$1500.00 for a hydration station. Please fill out the attached form and email back to me.

Once this is purchased, please email me the receipt and CWC will reimburse the City of Emily. Any questions, please reach out.

Happy water drinking 😊

**Kelli Johnson**

Health Educator SHIP/Crow Wing Energized

Office: (218) 824-1080

Direct: (218) 824-1262

[kelli.johnson@crowwing.us](mailto:kelli.johnson@crowwing.us)

[www.crowwing.us](http://www.crowwing.us)

Crow Wing County Community Services  
204 Laurel St.  
Brainerd, MN 56401

[Let me know how I am doing. Take a moment to fill out this survey by "Clicking Here".](#)



**Our Vision:** Being Minnesota's favorite place.

**Our Mission:** Serve well. Deliver value. Drive results.

**Our Values:** Be responsible. Treat people right. Build a better future.

This e-mail and any attachment is intended to be read only by the intended recipient. This e-mail may be legally privileged or protected from disclosure by law. If you are not the intended recipient, any dissemination of this e-mail or any attachments is strictly prohibited, and you should refrain from reading this e-mail or examining any attachments. If you received this e-mail in error, please notify the sender immediately and delete this e-mail and any attachments. Thank you.

---

**From:** clerk@emily.net <clerk@emily.net>  
**Sent:** Tuesday, March 26, 2024 12:07 PM  
**To:** Kelli Johnson <Kelli.Johnson@crowwing.gov>  
**Cc:** 'Tracy Jones' <mayor.tracyjones@cityofemily.com>  
**Subject:** SHIP Grant Application

Deliver to City  
Emily 56447

Tools & Home Improvement Search Amazon

Account & Lists Orders

Subtotal  
\$12.49

All Medical Care Buy Again Amazon Basics LiveStreams Coupons

Reinventing wholesale, join Amazon Business

Tools & Home Improvement Best Sellers Deals & Savings Gift Ideas Power & Hand Tools Lighting & Ceiling Fans Kitchen & Bath Fixtures Smart Home

Shop now

Sponsored

### Customers who viewed this item also viewed



Elkay LZS8WSLK EZH2O Bottle Filling Station with Single ADA Cooler, 194 \$1,294<sup>17</sup>



Elkay LZS8WSSP Bottle Filling Station and Cooler, Single, Stainless, 162 \$1,399<sup>99</sup>



Elkay EZH2O Refrigerated Surface Mount Bottle Filling, 24 \$1,236<sup>17</sup>

Home & Kitchen > Kitchen & Dining > Water Coolers & Filters > Water Coolers



Roll over image to zoom in



## Elkay EZS8WSLK EZH2O Bottle Filling Station with Single ADA Cooler, Non-Filtered 8 GPH, 46.30 x 18.30 x 19.00 inches, Light Gray Granite

Visit the Elkay Store

4.3

85 ratings

Amazon's Choice in Water Coolers by Elkay

200+ bought in past month

-5% \$1,129<sup>99</sup>

List Price: ~~\$1,186.99~~

Or \$226.00 /mo (5 mo). Select from 2 plans

With Amazon Business, you would have saved \$87.37 in the last year. Create a free account and save up to 4% today.

Pay \$94.17/month for 12 months, interest-free upon approval for Amazon Visa

### Delivery & Support

Select to learn more



Ships from Amazon.com



Eligible for Return, Refund or Replacement



Customer Support

Color	Light Gray Granite
Material	Metal
Capacity	3000 Gallons
Brand	Elkay
Product Dimensions	18.38"D x 19"W x 39.06"H

### About this item

- Touchless, sensor activation (bottle filler) designed for easy use; easy-to-operate push-bar activation (bubbler).
- Hermetically sealed refrigeration system provides chilled water to satisfy thirst. Fill

Add your free 30-day trial of Prime and get fast, free delivery

\$1,129<sup>99</sup>

FREE delivery Monday, March 25. Order within 22 hrs

Deliver to City - Emily 56447

In Stock

Quantity: 1

Add to Cart

Buy Now

Ships from Amazon.com  
 Sold by Amazon.com  
 Returns Eligible for Return, Refund or Replacement...  
 Payment Secure transaction  
 See more

### Add a Protection Plan:

- 3-Year Protection for \$119.99
- 4-Year Protection for \$149.99
- Asurion Complete Protect: One plan covers all eligible past and future purchases (Renews Monthly Until Cancelled) for \$16.99/month
- Add a gift receipt for easy returns

Add to List

amazon business

Save up to 4% on this product with business-only pricing.

- rate is 1.1 GPM.
- Green Ticker informs user of number of 20 oz. plastic water bottles saved from waste.
- Laminar flow provides clean fill with minimal splash.
- Real drain system eliminates standing water.

Create a free account

Subtotal  
**\$12.49**

New (6) from  
**\$1,129<sup>99</sup> & FREE Shipping.**



[See more product details](#)

**Customer ratings by feature**

Flavor	5.0
Value for money	4.8
Easy to install	4.5

[See all reviews](#)

[Report an issue with this product or seller](#)

Sponsored

**Frequently bought together**



+



+



**Total price: \$1,801.88**

**Add all 3 to Cart**

Some of these items ship sooner than the others.  
[Show details](#)

**This item:** Elkay EZS8WSLK EZH2O Bottle Filling Station with Single ADA Cooler, Non-...  
**\$1,129<sup>99</sup>**

Elkay 51300C WaterSentry Plus Replacement Filter (Bottle Fillers), 1-single  
**\$75<sup>99</sup>**

Elkay EZS8L Cooler, Push Bar-Activated, Light Gray Granite  
**\$595<sup>99</sup>**

**Deals related to this item** [See all deals](#)



iSpring Bottleless Water Dispenser with Built-in 4-Stage Filtration, ...  
24

Amazon's Choice **in Hot**

& Cold Water Dispensers  
10% off **Limited time deal**

**\$395.99**  
List: ~~\$440.00~~  
Get it as soon as **Monday, Mar 25**  
FREE Shipping by Amazon



SimPure Y7P-BW UV Countertop Reverse Osmosis Water Filtration Purification System, 4...  
1,532

22% off **Limited time deal**

**\$289.99**  
List: ~~\$369.99~~  
Get it as soon as **Monday, Mar 25**  
FREE Shipping by Amazon



EUHOMY Commercial Ice Maker Machine, 100lbs/24H Stainless...  
3,132

#1 Best Seller **in** Commercial Ice Machines  
12% off **Limited time deal**

**\$299.99**  
Typical: ~~\$339.99~~  
Get it **Mar 26 - 27**  
\$49.99 shipping



Gofripai 3 and 5 Gallon Water Jug Cap, Silicone Reusable Replacement...  
4,447

#1 Best Seller **in** Water Dispenser Replacement Parts  
10% off **Limited time deal**

**\$8.98**  
Typical: ~~\$9.98~~  
Get it as soon as **Monday, Mar 25**  
FREE Shipping on orders over \$35 shipped by Amazon



245XL Ink Cartridges for Canon PG-245 XL 2 Black Compatible for...  
842

Amazon's Choice **in** Inkjet Printer Ink Cartridges  
23% off **Limited time deal**

**\$26.99** (\$13.50/Count)  
Typical: ~~\$34.99~~  
Get it as soon as **Monday, Mar 25**  
FREE Shipping on orders over \$35 shipped by Amazon





P.O. Box 452  
830 Brook Street  
Brainerd, MN 56401

SERVING YOU SINCE 1940!  
**829-4332**

RECEIVED  
MAY 18 2024

QUOTATION

BY: .....

March 18, 2024

Valid 30 days

To: City of Emily  
Attn: Amy  
Re: Water Cooler Replacement

We propose to provide labor and material for the following:

- Remove existing water cooler and turn over to owner or dispose of cooler
- Install one customer supplied water cooler

Material: \$360.00  
Labor: \$880.00

Labor and material for the sum of: \$1,240.00

Note! No permits are included if needed.

*Benjamin Schoepf*

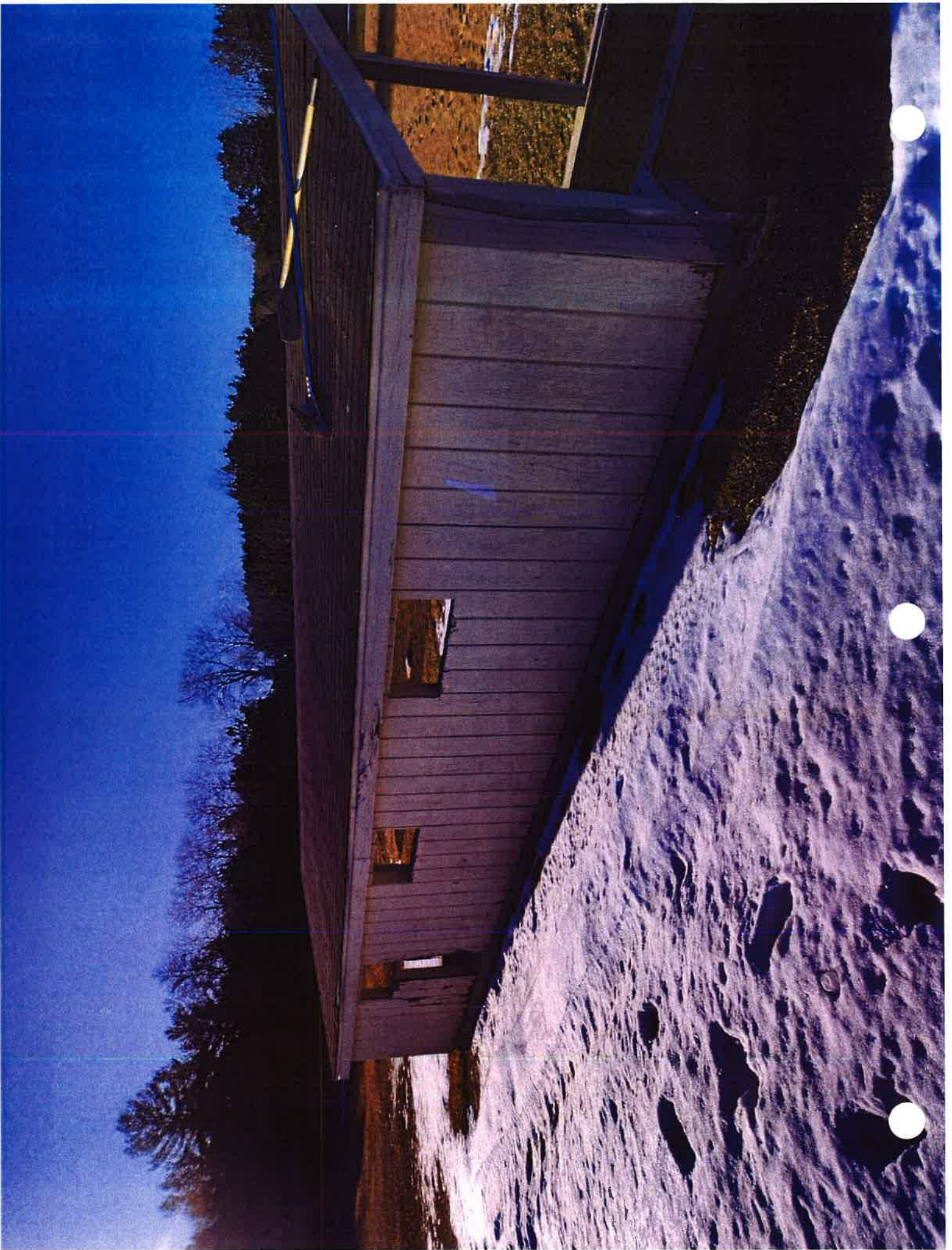
Benjamin Schoepf

Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_  
Payable in full within 30 days of invoice.













**PET WASTE**  
TRANSMITS DISEASE  
LEASH YOUR PET AND CLEAN UP  
AFTER YOUR PUP  
  
PLEASE KEEP  
THIS AREA CLEAN

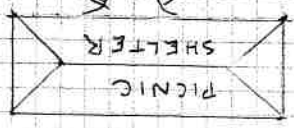
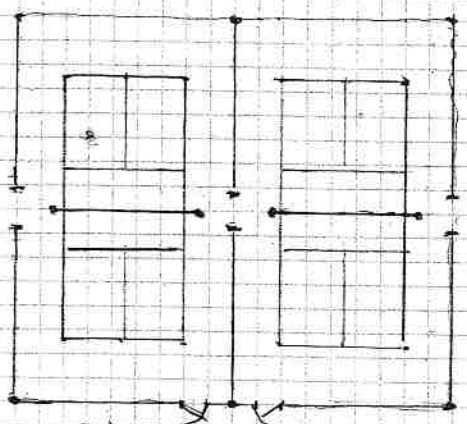






PICKLEBALL COURT  
64' X 72'  
PICNIC SHELTER  
16' X 44'

108'



← 210' →

OPEN FOR FUTURE USE  
VOLLEY BALL  
SHUFFLE BOARD  
PICKLEBALL

PARKING  
LOT

CITY HALL

← 56' →

RECEIVED  
APR 02 2024

BY:.....

**ALS SEWER SERVICE  
33005 STATE HWY 6  
CROSBY MN 56441  
218-763-4590**

**SEASONAL BID 2024  
FOR: CITY OF EMILY**

**PORTABLE TOILET RENTAL:  
3UNIT'S @ \$130.00 EA PER MONTH**

**IF UNITS ARE VANDALIZED THERE WOULD BE EXTRA  
CHARGE FOR CLEANING.**

**Tom Schneider**



**QUALITY FABRICATING**  
CUSTOM WELDING AND METAL SHOP



*IF YOU CAN DREAM IT,  
WE CAN BUILD IT*

**Quote**

Date	Estimate #
4/8/2024	20960

**Name / Address:**

City of Emily  
PO Box 68  
Emily, MN 56447-0068

RECEIVED  
APR 08 2024

BY: .....

**Project:**  
20960---Scoreboard Posts

Line It...	Description	Quantity	Price Each	Total
001	Scoreboard Posts (2) - 20' Vertical Posts - w8 x 31# Ibeams (2) - 4' Horizontal Braces - 1/4 x 3 x 3 sq tubes  -includes labor; prime and paint finish coatings		1,678.00	1,678.00

\*Quote is subject to change based on fluctuating material market\*

Thank you for the Opportunity!!

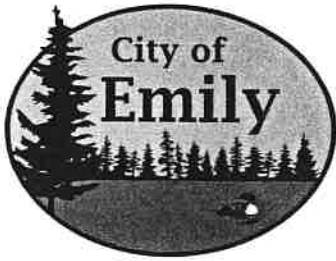
<b>Subtotal</b>	\$1,678.00
<b>Sales Tax (0.0%)</b>	\$0.00
<b>Total</b>	\$1,678.00

**PLEASE VISIT US: 39704 BROADWAY, EMILY, MN 56447**

<b>Phone #</b> 218.763.2726	<b>E-Mail</b> qualfab@emily.net	<b>Web Site</b> www.qualfabmn.com	<b>Mailing Address:</b> PO Box 443, Brainerd, MN 56401
--------------------------------	------------------------------------	--------------------------------------	---







RECEIVED  
MAR 18 2024

For Office Use Only  
Date Rec'd \_\_\_\_\_  
By \_\_\_\_\_

BT: .....

### Application for Appointment Commissions and Committees

Commission or Committee applying for: PARKS COMMITTEE

Name: GREGORY KOCH

Street Address: \_\_\_\_\_

City: EMILY State: MN Zip code: 56447

Mailing Address (if different than above): \_\_\_\_\_

Telephone Number: H(\_\_\_\_) \_\_\_\_\_ CI \_\_\_\_\_

E-mail address: \_\_\_\_\_

Emily Resident (circle one)?  YES or NO If yes, how long? 20 YRS

Are you presently serving on a City Commission or Committee (circle one)?  YES or NO

If yes, please explain LAND USE ORDINANCE COMMITTEE

Have you served on a City Commission or Committee in the past (circle one)?  YES or NO

If yes, please specify which Commission or Committee and the term positions held: \_\_\_\_\_

PLANNING + ZONING

LAND USE ORDINANCE COMMITTEE

LIBRARY BOARD

What do you have to offer to the City of Emily Commission or Committee? \_\_\_\_\_

SERVED ON CHURCH + PRIVATE BOARDS + COMMITTEES

AS PRESIDENT, TREASURER, SECRETARY, YOUTH

COUNCILOR ETC.

What experience and/or education background do you have that would enhance your effectiveness as a Commission or Committee member? \_\_\_\_\_

~~DEGREE~~ BA DEGREES FINANCE, ACCOUNTING, IT

MASTER - BUSINESS ADMINISTRATION (MBA)

ITIL CERTIFICATE, PMA CERTIFICATE

CERTIFIED IT INSTRUCTOR - - -

Applicant's Signature: [Signature] Date: 3/18/2024

Please return to City hall drop box or clerk@emily.net.

**PARKS COMMISSION MEMBERS**

<b>Member</b>	<b>Term</b>	<b>Begin Date</b>	<b>End Date</b>
Patrick Rheaume	3 years	1/11/2023	12/31/2025
Faye Hughes	3 years	2/14/2024	12/31/2026
Wesley Murnane	3 years	3/14/2024	12/31/2026
<b>PENDING:</b>			
Gregory Koch	3 years	4/10/2024	12/31/2026





39811 State Highway 6  
PO Box 68  
Emily, MN 56447  
218-763-2480  
clerk@emily.net

## **PART-TIME SEASONAL** **MAINTENANCE WORKER**

The City of Emily is accepting applications for up to two position(s) for Part-Time Seasonal Maintenance Worker. This position will perform various types of semi-skilled and skilled work and operate equipment involved in the repair and maintenance to City grounds, facilities, parks, streets, and other municipal property. Minimum qualifications: high school diploma or GED, at least 18 years of age, valid, current Minnesota driver's license with acceptable driving record, experience in grounds maintenance, operation of trucks and light equipment, and operation of hand and power tools; such as lawnmowers, chainsaws, weed trimmers, and wood chippers. One year experience in grounds maintenance preferred. Weekly schedule of up to 32 hours per week, non-exempt. Wage of \$18.00 per hour. Application and job description are available at [www.cityofemily.com](http://www.cityofemily.com) or the City Clerk's Office at 39811 State Hwy 6, PO Box 68, Emily, MN 56447, 218-763-2480 or [clerk@emily.net](mailto:clerk@emily.net). A completed City employment application form is required for consideration. Applications will be accepted through Friday, March 29, 2024 at noon. EOE



39811 State Highway 6  
PO Box 68  
Emily, MN 56447  
218-763-2480

## Seasonal Maintenance Worker Job Description

**Position Title:** Seasonal Maintenance Worker

**Department:** Maintenance

**Supervision Received:** Works under the general and administrative supervision of the Maintenance Supervisor and the City Council.

**FLSA Status:** Non-exempt

### Primary Objective of Position

To perform a wide variety of semi-skilled and skilled work and operate equipment involved in the installation, repair and maintenance of all City property, including City streets, parks, and cemetery and provide maintenance to the City's buildings.

### Essential Functions of the Position

Essential duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them if the work is similar, related, or logical to the position.

1. Maintains landscaping, including mowing grass, weed trimming, edging, raking, brush removal, wood chipping, and removal of debris. Prepares ground for seed, sod and planting and/or lays sod.
2. Maintains trees and shrubbery using light equipment, including chain saws and wood chippers.
3. Operates small engine equipment and light equipment, including zero turn lawnmowers and city vehicles, in the maintenance of City streets, parks, sewer, and cemetery.
4. Operates hand and power tools, such as drills, impact wrenches, weed trimmers and leaf blowers.
5. Maintains, operates, and repairs public works buildings, facilities, and equipment, including vehicle maintenance and repair.
6. Maintains park grounds, equipment and portable restrooms including cleaning, painting, repairing, emptying trashcans, etc.
7. Maintains area around sewer ponds, including mowing, weed control and rodent control.
8. Maintains cemetery grounds.
9. Repairs and maintains the city's streets, rights-of-way, parking lots, sidewalks, and equipment.  
Duties include, but are not limited to:
  - a. Street Repairs: pothole patching, crack-sealing operations, flagging and traffic control, including weed removal and surface repair, street sweeping, repairs after utility work, and maintenance of signs.
  - b. Right-of-way and Sidewalks: Sod replacement, black dirt and seed placement, tree trimming and removal, concrete sidewalk maintenance.
10. Work with materials such as bituminous materials, sand, gravel, black dirt, and salt.
11. Installs and repairs signs and barricades.

12. Manually digs holes and trenches.
13. Responds to citizen concerns by answering questions and providing information and assistance.
14. Adheres to safety rules and procedures as outlined in OSHA laws, work rules, City policies, and other applicable rules and regulations.
15. Complies with City drug and alcohol policy.
16. Promotes diversity and inclusion objectives defined by the city and continually examines own performance to eliminate implicit bias in carrying out duties and interacting with the public, coworkers, and other city employees.
17. Maintains effective working relationships with other employees and the public. Conducts all business with the public on behalf of the City in a courteous and respectful manner.
18. Regular, reliable attendance during scheduled work hours and outside regular hours as necessary.
19. Responsible to work overtime, changes in shifts, or be on call whenever necessary or assigned.
20. Performs other duties and responsibilities as apparent or assigned.

### **Knowledge, Skills and Abilities**

1. Working knowledge of tools, methods, operations, and materials used in maintenance operations.
2. Working knowledge of the occupational hazards and safety precautions necessary to perform manual and maintenance work with maintenance operations.
3. Knowledge of federal and state laws, municipal ordinances, and regulatory requirements for applicable facilities and systems.
4. Working knowledge and skill in building and grounds maintenance including carpentry, plumbing, basic electrical, painting and staining, and dry wall.
5. Considerable ability to perform manual labor for extended periods of time, sometimes under adverse weather conditions.
6. Ability to understand and perform streets maintenance, right-of-way, and roadside activities, including cleaning drainage ditches and culverts, patching and crack sealing.
7. Working ability to analyze repair and maintenance problems and determine appropriate solutions.
8. Working ability to communicate effectively with City staff and the general public.
9. Working ability to operate and maintain a wide variety of maintenance equipment.
10. Ability to make minor operating adjustments and to recognize operation deficiencies of assigned equipment.
11. Ability to follow oral and written instructions. Ability to communicate clearly and concisely both orally and in writing.
12. Demonstrates a positive attitude toward job assignments and tasks to be performed.
13. Is conscientious in the maintenance and operation of equipment.
14. Shows initiative in recommending methods to improve safety, efficiency, and quality on the job.

### **Supervision of Others**

This position does not supervise any other position.

### **Equipment/Job Location**

The work environment characteristics described are representative of those an employee encounters while performing the essential functions of the job. Duties performed are typically outside, and, therefore, subject to climatic extremes.



### **Minimum Requirements of Position**

1. Must be at least 18 years of age.
2. High school diploma or GED.
3. Must possess and maintain a valid, current Minnesota driver's license with acceptable driving record.
4. Experience in grounds maintenance, operation of trucks and light equipment, and operation of hand and power tools; such as lawnmowers, chain saws, weed trimmer, and wood chippers.

### **Desirable Requirements**

1. One (1) year experience in grounds maintenance is preferred.
2. Experience in some areas of construction, such as carpentry and landscape construction.
3. Must reside within 12-mile radius of city maintenance shop.
4. Must be able to respond to emergency clean up work. This includes working overtime, shift changes or emergency call outs.

*This position description does not constitute an employment agreement between the employer and the employee and is subject to change by the employer as the needs of the city and requirements of the job change.*

*The city of Emily is an Equal Opportunity Employer in compliance with the Americans with Disabilities Act. It will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*

RECEIVED  
APR 08 2024

BY: .....

Kenny Roden  
PO Box 152  
Emily, MN 56447

April 8, 2024

City of Emily  
PO Box 68  
Emily, MN 56447

Councilmembers,

Effective May 1, 2024, I resign my position as the Emergency Management Director. Thank you for the privilege of serving my community.

Truly,

  
Kenny Roden





Emily Waters Committee Meeting  
4/3/24

10:00 am - Call to order.

Jan Mosman - Chair (RALALA)  
Dan Brennan - Recording Secretary (RLID)

Jean McCleod - ELRA  
Andy Hemphil - Council liaison

Total available award: \$18,465, \$17,215 (after reduction for administration and with carry-over from 2023 (\$2,715))

Divided 3 ways: \$5,738.

- Moved (DB), Seconded (JMcCleod), vote unanimous.

JM: Should we leave an emergency fund (\$500?) - discussed but not moved.

Reports:

RLID: update re assessment and continued treatment plan.

ELRA: update re very little EWM in Mary, none in Emily. Monthly clarity testing. Worry regarding wake boats and boating pressure generally. Looking for additional sources of support for shoreline restoration/preservation. Also promoting additional awareness of alternative approaches to shoreline and property restoration.

RALALA: Embridge Line 3 water testing on the north end of Roosevelt. Big year for weeds. Decon unit with aid from DNR and Crooked Lake Township. Might move the existing unit from Township to Lawrence.

Recommendation: Council approve the above amount (\$5,738) ELRA, RALALA and RLID.

DB: Move to adjourn. JMcCleod: seconded (DB). Unanimous.

Adjourn: 10:56



RECEIVED  
MAY 8 2024  
BY:.....

EMILY LAKES AND RIVERS PROTECTION FUND  
Appropriations Application

Date March 22, 2024

Contact Name Jan Mosman

Organization Name RALALA - Roosevelt and Lawrence Area Lake Association

Mailing Address Box 247, Emily MN 56447

Physical Address (if different than above) 44483 State Hwy #6

City Emily State MN Zip code 56447

Municipality \_\_\_\_\_

Phone # (612)419-1787 Fax # \_\_\_\_\_

Email janicemosman@gmail.com Website \_\_\_\_\_

Description of Applicant RALALA is an all-volunteer association that is involved in community cooperation to improve and share the public waters in its orbit. Members contribute to local businesses and events, as well as many efforts to maintain water quality in area lakes, raise awareness of users, and raise funds to pay for management of AIS.

Description of Proposed Project Ongoing inspection at landings, surveys for invasive plant and animal species, and professional treatments to control invasives (in accordance with state regulations) continue, as they have since before Eurasian Water Milfoil was discovered in 2015. PLM is again the chosen treatment service provider for invasive plants. The other added water quality effort started in 2023 is testing for pollutants related to the new oil pipeline that runs just north of the north end of Roosevelt Lake. This testing cost will increase in 2024 to \$9,400.

Total Cost of Project \$43,641 Applicant's Portion \$43,641 Requesting Amount \$5,600

Attach a thorough description of your project and how it will benefit the community. Not all applications will be approved to be funded, based on need and laws regarding public expenditures.

Submit this application and supporting documentation to the City Clerk's office during normal business hours. Hours are Monday, Tuesday and Wednesday from 8:00a.m. to 4:30p.m., Thursday and Friday from 8:00a.m. to 12:00p.m. 39811 State Highway 6, P.O. Box 68, Emily, MN 56447. You may also send it to [clerk@emily.net](mailto:clerk@emily.net).

**FOR OFFICE USE ONLY**

Date received in Clerk's office \_\_\_\_\_ Staff Initial \_\_\_\_\_

Committee recommendation to Council \_\_\_\_\_

Amount to fund \_\_\_\_\_ Priority Level (1-5) \_\_\_\_\_

Council Approval Date \_\_\_\_\_ Staff Initial \_\_\_\_\_ Amount Funded \_\_\_\_\_

Ck # \_\_\_\_\_ Ck Date \_\_\_\_\_ Paid To \_\_\_\_\_



RECEIVED  
MAR 20 2024

BY: .....

EMILY LAKES AND RIVERS PROTECTION FUND  
**Appropriations Application**

Date: March 20, 2024  
 Contact Name: Daniel Brennan  
 Organization Name: Ruth Lake Improvement District  
 Mailing Address: PO Box 33  
 Physical Address (if different than above) \_\_\_\_\_  
 City: Emily State: MN Zip code: 56447  
 Municipality: Emily, Minnesota  
 Phone #: 612-889-9764 Fax # \_\_\_\_\_  
 Email: djb101@me.com Website \_\_\_\_\_

Description of Applicant: Lake Improvement District established by Crow Wing County in 2012 in accordance with Minnesota statutes.

Description of Proposed Project: Eurasian Watermilfoil remediation on Ruth Lake. Crow Wing County will provide \$3,500 for milfoil treatment in addition to what City provides.

Total Cost of Project: \$11,970 (based on 2023 cost). Applicant's Portion: \$8,470. Requesting Amount: \$4,833.33.

Attach a thorough description of your project and how it will benefit the community. Not all applications will be approved to be funded, based on need and laws regarding public expenditures. Please see attached letter/project description.

Submit this application and supporting documentation to the City Clerk's office during normal business hours. Hours are Monday, Tuesday and Wednesday from 8:00a.m. to 4:30p.m., Thursday and Friday from 8:00a.m. to 12:00p.m. 39811 State Highway 6, P.O. Box 68, Emily, MN 56447. You may also send it to [clerk@emily.net](mailto:clerk@emily.net).

**FOR OFFICE USE ONLY**

Date received in Clerk's office \_\_\_\_\_ Staff Initial \_\_\_\_\_  
 \_\_\_\_\_  
 Committee recommendation to Council \_\_\_\_\_  
 \_\_\_\_\_  
 Amount to fund \_\_\_\_\_ Priority Level (1-5) \_\_\_\_\_  
 \_\_\_\_\_  
 Council Approval Date \_\_\_\_\_ Staff Initial \_\_\_\_\_ Amount Funded \_\_\_\_\_  
 Ck # \_\_\_\_\_ Ck Date \_\_\_\_\_ Paid To \_\_\_\_\_



Ruth lake improvement District  
PO Box 33,  
Emily, MN 56447

March 20, 2024

City of Emily  
39811 State Highway 6  
Emily, MN 56447

RE: Emily Lakes and Rivers Protection Fund Application

Ruth Lake Improvement District ("RLID") was created in 2012 by Crow Wing County for the treatment and prevention of aquatic invasive species. RLID is submitting a proposal for \$4,833.33 in funds from the City established Emily Lakes and Rivers Protection Fund. These funds will be used to help in the 2024 treatment of a yet undetermined number of acres of Eurasian milfoil in Ruth Lake.

Through RLID's AIS remediation program, the entire shoreline of Ruth Lake is surveyed by RLID's vendor, Fresh Water Scientific Services, for the presence of Eurasian Watermilfoil. Professional Lake Management (PLM) (another RLID vendor) then proposes areas to be treated. The DNR selects areas to be treated and the interested parties discuss the areas to be treated. In 2023, the last year for which data is available, approximately 6.7 acres were selected by PLM for treatment. All 6.7 acres were treated using granular Triclopyr and liquid 2, 4-D.

The benefits to the immediate Ruth Lake community and to the City of Emily generally are easily noted. First, control of this pervasive invasive aquatic species preserves the lake in a nearly pristine condition for recreational use. Second, the availability of Ruth Lake and its reputation as a well-managed and excellent fishing and recreational site draws visitors from across the state. This, of course, benefits all of Emily's businesses and helps support a tax base for the city and county.

While RLID receives \$3,500 in funding from Crow Wing County for Eurasian Milfoil remediation, that amount does not meet its overall need for funding this program, which was \$11,970 last year and is budgeted for \$18,660 for 2024 based on the historical average program cost. As such, RLID is requesting a grant of \$4,833 (approximately 57% of the total remaining Milfoil treatment cost based on last year's total remediation cost).

Thank you for your consideration of our application. If you have any questions, please do not hesitate to contact me.

Your very truly,

*Daniel Brennan*

Daniel Brennan  
RLID President  
612-889-9764



RECEIVED  
MAY 11 2024  
BY:.....

### EMILY LAKES AND RIVERS PROTECTION FUND Appropriations Application

Date March 11, 2024

Contact Name Russell H. Boverhuis

Organization Name Emily Lakes & River Association

Mailing Address P.O. Box 111

Physical Address (if different than above) \_\_\_\_\_

City Emily State MN Zip code 56447

Municipality City of Emily

Phone # 763-807-9300 Fax # \_\_\_\_\_

Email elra@emilylakes.org Website www.emilylakes.org

Description of Applicant Emily Lakes & River Association (ELRA) is a 501c3 non-profit lake association serving lakes Emily, Mary, Dahler and the Little Pine River.

Description of Proposed Project ELRA's 2024 project is inspection and control of Eurisian watermilfoil (EWM) in lakes Emily, Mary and the Little Pine River. Requested funds would be used augment ELRA funds. Additional funds are needed so ELRA can survey and fully treat areas of EWM.

Total Cost of Project up to \$15,000 Applicant's Portion up to \$10,150 Requesting Amount \$4,900

Attach a thorough description of your project and how it will benefit the community. Not all applications will be approved to be funded, based on need and laws regarding public expenditures.

Submit this application and supporting documentation to the City Clerk's office during normal business hours. Hours are Monday, Tuesday and Wednesday from 8:00a.m. to 4:30p.m., Thursday and Friday from 8:00a.m. to 12:00p.m. 39811 State Highway 6, P.O. Box 68, Emily, MN 56447. You may also send it to [clerk@emily.net](mailto:clerk@emily.net).

#### FOR OFFICE USE ONLY

Date received in Clerk's office \_\_\_\_\_ Staff Initial \_\_\_\_\_

Committee recommendation to Council \_\_\_\_\_

Amount to fund \_\_\_\_\_ Priority Level (1-5) \_\_\_\_\_

Council Approval Date \_\_\_\_\_ Staff Initial \_\_\_\_\_ Amount Funded \_\_\_\_\_

Ck # \_\_\_\_\_ Ck Date \_\_\_\_\_ Paid To \_\_\_\_\_



Emily Lakes and River Association  
 P.O. Box 111  
 Emily, MN 56447

March 11, 2024

City of Emily  
 39811 State Highway 6  
 Emily, MN 56447

Dear Council and Committee Members:

Emily Lakes and River Association (ELRA) is submitting this proposal for \$4,900 from the City of Emily's Emily Lakes and Rivers Protection Fund. These funds will be used to survey lakes Emily and Mary for Eurasian watermilfoil (EWM) and treat the treatable areas found in both lakes.

**Scope of 2024 Project**

In 2024 ELRA plans to continue EWM mitigation in lakes Emily and Mary. Treatment areas will be determined by lake surveys conducted in late summer. The surveys and treatment plan will be submitted to the DNR for approval. Once the treatment plan is approved, areas of infestation will be treated, in early fall. ELRA uses member funds plus available grants from the DNR, Crow Wing County and the City of Emily to fund this project.

Past surveys found the amount of EWM varies each year due to weather and other environmental factors. Our goal is to treat the maximum amount of EWM found, assuming ELRA has sufficient funds available.

Starting in 2021, the lake surveys found no EWM or just individual plants in various locations in the surveyed areas. We believe the superior results are from ELRA selecting a different chemical in 2020. Also, the unusually dry weather and vigorous growth of native milfoil contributed to the low EWM counts. Our concern is that the effect of the 2020 treatment will wane and EWM will aggressively return. According to PLM, our treatment specialist, this behavior would not be unusual.

**Past ELRA Project Results**

The Department of Natural Resources (DNR) identified EWM in Lake Emily in 2014 and Lake Mary in 2017. Since 2014 one or both lakes have had EWM infestations. We expect to find EWM again in 2022 since it is difficult to completely eradicate EWM. The table below summarizes the survey results from the prior seven years.

	2016	2017	2018	2019	2020	2021	2022	2023
Lake Emily	33.65	1.4	0	16.1	11.3	None	Solitary plants	Small areas that were too small to treat
Lake Mary	None	4.28	8.8	5.8	4.3	None	None	Small areas that were too small to treat
Little Pine River	None	None	None	None	None	None	None	None

*NOTE 1: The maximum treatable area, per the DNR, is approximately 127 acres for both lakes.*

To preserve, promote and improve the water quality of the Emily Lakes and connecting Little Pine River for the continued enjoyment of the community and its visitors.



Surveys have not found EWM in the Little Pine River between lakes Mary and Emily. ELRA plans to continue to monitor the river as part of our EWM control efforts.

#### **2024 Specific Work**

ELRA has contracted with Freshwater Scientific Services, LLC to survey the lakes. PLM Lake and Land Management Corporation was selected for the treatment work. The first step is for Freshwater Scientific to survey the lakes late this summer. Based on the survey results, PLM will propose a treatment plan. ELRA will review the plan and work with PLM and the DNR to decide on the best course of action. The final phase of the work is treatment of the EWM by PLM. ELRA will work with PLM prior to treatment to notify property owners, publish notifications in the local newspapers and assess the results of treatment.

#### **Funds Requested from Emily Lakes and Rivers Protection Fund**

ELRA is requesting \$4,900 from the Emily Lakes and Rivers Protection Fund for EWM surveys and chemical treatment of EWM. No other use of city facilities, website or staff is anticipated.

#### **ELRA Contribution**

ELRA budgets \$2,200 for EWM control projects. We usually receive additional donations from our members specifically for EWM control. Historically these donations increase available funds to approximately \$3,000. Control of EWM is more than 50% of our annual budget.

#### **Long Range Goals**

Our long-range goal is to control the EWM infestations so that area residents and visitors can enjoy the lakes and river. We recognize that we cannot eradicate EWM from the lakes. But, with ongoing efforts we hope to minimize the impact of EWM.

#### **Vendors Used for Project**

ELRA selected PLM Lake and Land Management (PLM) from Brainerd to coordinate the survey and treatment work on lakes Emily and Mary. ELRA contracts the survey work to Freshwater Scientific. In the past PLM provided both the survey and the treatment, but in accordance with DNR requirements this work must now be contracted separately.

#### **Local Importance**

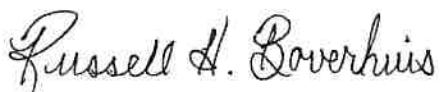
The health and recreational use of Emily, Mary, Dahler, and the Little Pine River are linked to the economy of the area. If the EWM infestations spread, the waters may become significantly impaired. This would limit fishing, boating and other uses of the waters and adversely impact property values and the reputation of the area.

#### **Additional Information**

Other water management tasks that ELRA undertakes for the community include taking water samples from the lakes for the DNR Water Quality Testing program, lake level monitoring and participation in the veliger testing programs. We also have stocked walleye fry in Lake Mary and engaged in AIS educational campaigns.

We appreciate your consideration of our request. Please contact me at 763-807-9300, if you have any questions about this request.

Sincerely,



RUSSELL H. BOVERHUIS  
President, Emily Lakes and River Association





Emily City Council  
ATTN: Mayor Jones  
PO Box 68  
Emily, MN 56447

April 9, 2024

**RE: Emily Manganese Project Update – March 2024**

In March, Electric Metals (USA) Ltd, North Star's parent company, continued working on a new Resource Estimate with Forte Dynamics, Inc., Golden, Colorado, on the 2023 drilled portion of the Emily Deposit. This report is expected to be released in April. Additionally, the metallurgical testing and analysis of drilled samples continue to be assessed at Kemetco Research Inc., Vancouver, British Columbia. This work is expected to continue through mid-2024.

Environmental visits associated with site reclamation (regrowth in disturbed areas), were reinitiated, and then later suspended, associated with the freeze / thaw conditions at the site. As the weather gets warmer, the environmental visits associated with site reclamation will be reinitiated on a regular basis.

North Star continued its discussions with the Minnesota Department of Natural Resources on its mineral lease applications on certain State mineral lands in the Emily area. This activity will be on-going into 2024.

Information on the Emily Project is reported periodically by North Star's parent, Electric Metals (USA) Limited, and can be found on the internet at: [www.electricmetals.com](http://www.electricmetals.com).

North Star is committed to work with the City of Emily and the Emily City Council on the Emily Manganese Project and North Star will keep the Emily City Council apprised of developments of the Project.

If you have any questions, please do not hesitate to contact me.

Sincerely,

*Rick Sandri*

Henry (Rick) Sandri, Ph.D., Director  
North Star Manganese Inc

North Star Manganese, Inc  
121 Washington Ave. N, 2nd Floor  
Minneapolis, Minnesota 55401  
Cell: 1-651-788-3775  
[hs@nsmanganese.com](mailto:hs@nsmanganese.com)







Land Services Department  
218-824-1010

322 Laurel Street  
Brainerd Minnesota 56401

March 21, 2024

Cari Johnson  
City of Emily  
PO Box 68  
Emily, MN 56447

RECEIVED  
MAR 25 2024

BY: .....

Re: Classification to "Non-Conservation" and Future Sale of Tax Forfeited Lands

Dear Ms. Johnson:

In the near future, the Crow Wing County Board of Commissioners will classify the tax forfeited parcels, attached, as "Non-Conservation" which is required prior to sale pursuant to MS 282.01

Before, however, Crow Wing County can proceed with its plans to offer these parcels for sale, the city or township wherein these parcels lie **"must first approve the classification and intended sale"** by the County Board. The city or township **"is considered to have approved the classification and sale if the county board is not notified of the disapproval...within 60 days of the date"** of this letter.

If you respond within 60 days and do not support the County Board's action, **"the County Board must follow the procedures in paragraphs (c) and (d) per MS Statute 282.01, with regard to the parcel, and must additionally cause to be published in a newspaper a notice of the date, time, location, and purpose of the required meeting."**

Please review the list of tax forfeited parcels, attached, and inform this office of your approval or disapproval of the County Board's future action to classify said parcels to a "non-conservation" status with intentions to sell at a future public auction.

**Please include the zoning information for each tax forfeited parcel along with any special assessments that are or will be attached to each parcel.**

Maps have been enclosed to aid in your review.

If you have any questions concerning this process, please advise.

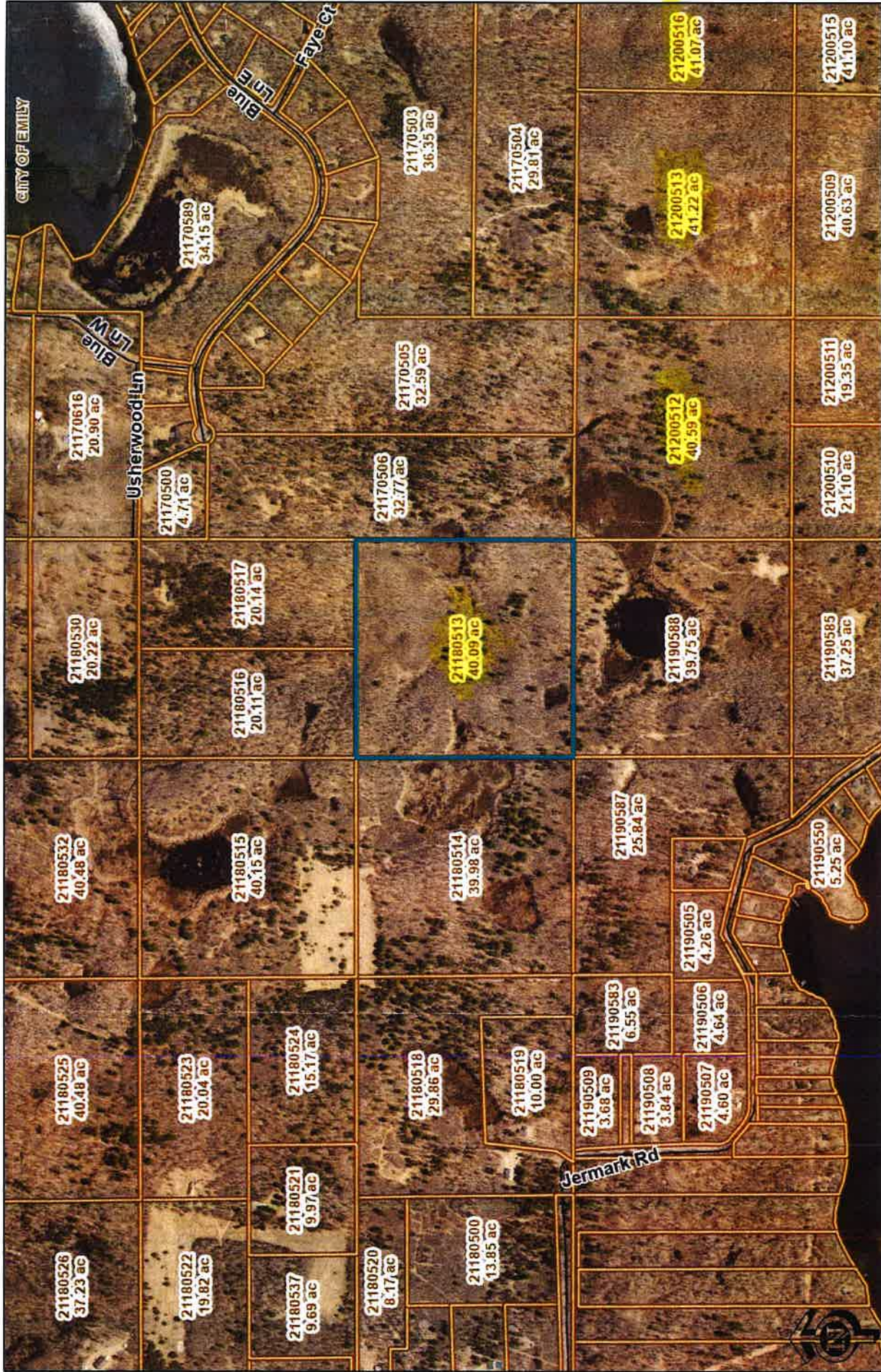
Sincerely,

Amy Stoneking & Erik Hidalgo  
Environmental Services Coordinators

Enclosures

**Our Vision:** Being Minnesota's favorite place.  
**Our Mission:** Serve well. Deliver value. Drive results.  
**Our Values:** Be responsible. Treat people right. Build a better future.





These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

21180513

Date: 3/21/2024 Time: 9:31 AM



PARID 21180513  
NBHD 21\_EXE  
TAX FORFEITED

JUR 018  
ROLL RP  
0

**Parcel**

Assessment Year: 2023  
Pay Year: 2024  
Property Address: 0  
City: EMILY  
State: MN  
Zip: 56447  
Multiple Addresses: No  
Legacy Parcel ID: 210184400000009  
Market NBHD: 21\_EXE - EMILY EXEMPT  
Appraiser NBHD:  
Class: 960 - 5E TAX FORFEITURE NOT REPORTED  
Property Use Code:  
Lake:  
Deeded Acres: 40  
Deeded Sq. Ft.:  
Plat:  
Lot:  
Block:  
Section-Twp-Range: 18 - 138 - 026  
Tax District: 21200 - 21 - CITY OF EMILY  
Town/City: 012400 - CITY OF EMILY  
School District: 020182 - CROSBY-IRONTON  
Fire District:  
Rural Service:  
Watershed:  
Sewer District:  
Hospital:  
HRA:  
Commissioner District: 090207 - CUYUNA RANGE HOSPITAL DIST  
TIF Project #: 080121 - CROW WING COUNTY HRA 5

**Values**

Tax Market Value: 0  
Estimated Market Value: 99,800  
Ref Market Value:  
TIF Tax Capacity: 0  
Tax Capacity: 0  
State Tax Capacity: 0  
Old House Market Value: 0  
New Construction Value: 0

## Parcel Status

In Forfeiture:	No
COJ:	No-
In Bankruptcy	
Escrow Company	
ACH	No
MH Court Agreement	
Cash Only	
Delinquent	No
Homestead	N - Non-Homestead
Relative	

## Legal

SE1/4 OF SE1/4 18 138 26

## Local Government – Community Impact Funds

2024

A city, county, township, or other government unit as defined in Minn. Stat. § 471.59 Subd. 1(B) may apply for one (1) Community Impact Funds award per fiscal year. Please read carefully; we recently updated the funding requirements and process according to feedback from our local government entities.

### Eligibility requirements

- The applicant entity must be:
  - A Sourcewell participating local government entity. Register at [sourcewell-mn.gov/register](https://sourcewell-mn.gov/register).
  - Located within the Minnesota counties of Cass, Crow Wing, Morrison, Todd, or Wadena.
- The proposed project must:
  - Relate to programs or services authorized under Sourcewell's enabling statute, Minnesota Statutes § 123A.21, subdivision 7, and serve a public purpose.
  - Request funding for no more than one (1) year.
  - Not have received Sourcewell funding for the proposed project for the previous two (2) years.
  - Request between \$20,000 and \$50,000.
  - Be impactful within your community, including through improvements to existing local government facilities, equipment needs, or providing technology upgrades required for performing the applicant's government function.
    - Because of the basic needs of our communities, such as building repairs/remodels, maintenance equipment, and office technology, we will not be accepting applications for projects such as pickleball courts, splashpads, baseball fields, park improvements, etc.
  - Not involve:
    - Lobbying activities
    - Payment for land acquisition
    - Costs for transportation infrastructure construction or maintenance (i.e., building roads and/or bridges)
    - Expenses incurred prior to receipt of the award
- Public Safety entities (law enforcement, fire departments, municipal ambulance services, first response teams) or public safety projects are not eligible for this funding opportunity due to upcoming funding opportunities specific to their needs.
- To be considered for funding, a complete Community Impact Funds application must be submitted by **May 29, 2024**, and include:
  - Application information (attached).
  - A signed resolution in support of the project from the governing body of the applicant entity.



## Application review process

**Step 1:** Sourcewell staff and the Community Solutions Advisory Council will review each application at their June meeting to ensure the criteria outlined above have been met. Applications that do not meet the criteria will be eliminated from the review process.

**Step 2:** Applicant organizations that pass the initial review will be entered into a lottery drawing, and projects will be awarded at random until funding is exhausted. We will notify award recipients by June 28, 2024, but no funds will be awarded until the new fiscal year begins for Sourcewell on July 1, 2024. All entities will be notified by email whether funding was awarded or not.

**Step 3:** A Community Impact Funds agreement and further instructions will be provided to each award recipient. The funding agreement must be fully executed before funds are issued.

## Contact information

For more information about Sourcewell, Community Impact Funds, or this application, please contact [community@sourcewell-mn.gov](mailto:community@sourcewell-mn.gov).

To ensure your application is considered complete by our Advisory Council, submit all application documents in one email to: [community@sourcewell-mn.gov](mailto:community@sourcewell-mn.gov) or one large envelope via mail to:

Sourcewell Community Solutions  
202 12<sup>th</sup> Street NE  
P.O. Box 219  
Staples, MN 56479



City of Emily  
**PROPOSED CAPITAL IMPROVEMENT PLAN**  
 2023 through 2027  
**PROJECTS BY FUNDING SOURCE**

Priority Legend:  
 A: Urgent - Fund if at all possible  
 B: High Priority - Do when funding available  
 C: Worthwhile - May be deferred for funding  
 D: Desirable (Nonessential)

Code Source	Balance (11-20-23)	Priority	2022	2023	2024	2025	2026	2027	2028-2032	TOTAL
<b>415 Capital Projects - Roads</b>	<b>\$69,784</b>									
2 Year Rotating Crack Sealing Plan		B		\$ -27,000.00	\$ 27,000.00	\$ 27,000.00	\$ 27,000.00	\$ 27,000.00	\$ 135,000.00	\$ 216,000.00
Rotating Poly Sealing Plan		B		\$ -15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 75,000.00	\$ 120,000.00
Street Improvements		B		\$ 65,689.88	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 125,000.00	\$ 200,000.00
Overlaying Roads Project		A		\$ -625,000.00						\$ -
Roosevelt Drive Bridge (Crooked Creek)		B			\$ 20,000.00					\$ 20,000.00
Overlay the bridge (no weight can be added)		C	\$ -15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 75,000.00	\$ 75,000.00	\$ 135,000.00
Bridge replacement - Est. 10-15 years \$460,000										
South Shore Drive Bridge (Little Pine River)		B	\$ -14,000.00	\$ 14,000.00	\$ 14,000.00	\$ 14,000.00	\$ 14,000.00	\$ 14,000.00	\$ 70,000.00	\$ 126,000.00
Seal the fascia - Est. \$70,000		A	\$ 20,000.00							\$ 20,000.00
Emily Dam Repair		A	\$ 99,530.13							\$ 99,530.13
Single Axle Plow Truck - Used		B-C			\$ 150,000.00					\$ 150,000.00
624 Loader		C			\$ 80,000.00					\$ 80,000.00
Bobcat		B	\$ 34,591.60							\$ 34,591.60
Maintenance 1 Ton Pickup Truck with sander		B	\$ 9,700.00							\$ 9,700.00
Boss Snowplow		B	\$ 9,700.00							\$ 9,700.00
Maintenance 3/4 to 1 Ton Pickup Truck		B	\$ 40,000.00	\$ 40,000.00						\$ 80,000.00
Grader		C-D	\$ 34,069.11	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 150,000.00	\$ 52,220.21
Backhoe Tractor		A	\$ 140,000.00							\$ 140,000.00
<b>416 Future City Development</b>	<b>\$33,625</b>									
417 Shop Building	\$0	C			\$ 30,000.00					\$ 30,000.00
Blacktop Aprons										
<b>602 Sewage Collection and Disposal</b>	<b>\$112,478</b>									
Liftstation Pumps Replacement Program 1/yr		B	\$ 2,500.00		\$ 20,000.00	\$ 20,000.00	\$ 10,000.00	\$ 10,000.00	\$ 20,000.00	\$ 82,300.00
Liftstation Pumps Rebuild Program 1/yr after replacement		B							\$ 40,000.00	\$ 40,000.00
Omni Site Meth-Gauge Beacon		C	\$ 400.00			\$ 4,000.00				\$ 4,000.00
Rapid Infiltration Basin Pipes/Pond Repairs		A		\$ -2,000.00	\$ 15,000.00					\$ 15,000.00
<b>Savings Funds to be Used</b>			\$ 91,106.78		\$ 132,100.00	\$ 110,000.00				\$ 333,686.78
<b>Budget Funds to be Used</b>			\$ 137,152.20	\$ 286,449.32	\$ 353,428.10	\$ 576,058.99	\$ 503,508.99	\$ 267,064.96	\$ 1,199,324.80	\$ 3,573,674.14
<b>TOTALS</b>			\$ 228,738.98	\$ 286,449.32	\$ 485,528.10	\$ 686,058.99	\$ 503,508.99	\$ 267,064.96	\$ 1,199,324.80	\$ 3,907,360.92
<b>GRANTS/POSSIBLE GRANTS</b>										
Biking/Hiking State Forest Trail - DNR Reg. Trail						\$ (250,000.00)				\$ (250,000.00)
Sourcewell Boost Funds - Chambers Microphone/Monitors										\$ (1,000.00)
Sourcewell Impact Funds - ElecSigns/Gen/ChambersAV				\$ (1,000.00)	\$ (17,500.00)					\$ (17,500.00)
<b>Total Grants/Possible Grants</b>				\$ (1,000.00)	\$ (37,500.00)	\$ (250,000.00)				\$ (288,500.00)

24-\$15k from 100/\$35; 370 21 from savings from 23 transfer

Emily Dam Repair \$19,433.32

24:from savings from 2023 transfers



**clerk@emily.net**

---

**From:** Ryan Smith <RyanS@powerbygps.com>  
**Sent:** Sunday, March 24, 2024 3:37 PM  
**To:** clerk@emily.net  
**Subject:** Generator Quotes  
**Attachments:** Quote-0107726-1.pdf; 48RCLB Kohler Generator.pdf

Please see the attached generator quotes. The first quote is for a 200 KW Diesel Blue Star Power Systems stand by generator. This generator will pick up both the general service and the electric heat service. The second quote is for a 48 KW Kohler LP Fuel Kohler Commercial Grade Generator. This generator will pick up just the general electrical service. No Electric Heat with this option. Please review and call me with any questions.

Thank you,

**Ryan Smith**  
**General Manager**  
Cell (218) 851-4749  
Office (888) 330-2118  
[www.powerbygps.com](http://www.powerbygps.com)



# BLUE STAR

## Power Systems Inc.

RECEIVED  
 BY: .....

# Sales Quote

Quote Date: 3/24/2024 3:10:46 PM  
 Quote Number: 0107726-1  
 Project Title: City of Emily  
 Prepared for: Generator Power Systems

Distributed by:



Unit Model	PD200-01	Standby / Prime	Emergency Stationary Standby
kWe Rating	200 kWe	UL 2200 Listed	Yes
Fuel	Diesel	CSA Approved	Yes
EPA	Tier 3	Paint Color	White

**Engine Model:** Perkins 1106D-E70TAG5 200kW Standby Power Rating at 1800 RPM Governor - Electronic Isochronous

**Voltage:** 480/277V 3 Phase 60 Hz 0.8 PF

**Gen Model:** Stamford UC1274H 12 Lead Wired 480V 3 Phase High Wye 125°C Rise Over 40°C Ambient

**Voltage Regulator:** Stamford AS440 Automatic Voltage Regulator

**Control Panel:** Blue Star DCP7310 Microprocessor Based Gen-Set Controller Mounted Facing Left from Generator End (Unless Specified Otherwise)  
 Standard Features: Low Oil Pressure, High Coolant Temp, Overspeed, Overcrank Shutdowns  
 Emergency Stop Pushbutton, Audible Alarm Buzzer with Silencing Switch

**Control Panel Options:** Voltage Adjust Rheostat (Switch) - Panel Mounted  
 Low Water Level Sensor with Shutdown  
 Break Glass E-Stop Station - Send Loose

**Remote Annunciator:** Deep Sea DSE2548 (2x) Remote Annunciator with Enclosure (Surface Mounted)

**Unit Color:** White

**Enclosure:** Level 2 (Weather Proof Enclosure with Foam) Powder Coated 14 Gauge Steel  
 Rugged and Durable 200 MPH Wind Rated Enclosure  
 Pitched Roof for increased Structural Integrity and Improved Watershed  
 Punched Intake with Baffle and Punched Exhaust Openings  
 Keyed Alike Lockable Doors with Draw Down Latches and Stainless Steel Component Hinges  
 Additional 1.5" Thick Polydamp Type D Acoustical Foam (PAF)  
 Formed Steel Base with Mounting and Lifting Holes  
 Includes Vibration Mounts to Isolate Unit from Base Rail

**Sound Attenuation Foam:** Sound Attenuation Installed in Enclosure

**Cooling:** Unit Mounted Radiator (50°C Ambient)

**Oil Drain Extension:** Plumbed to Bulkhead Fitting in Base

**Mainline Breaker:** Optional Breaker Required  
 OPTIONS: \*\* One 300 amp 80% rated circuit breaker. \*\*  
 \*\* One 100 amp 80% rated circuit breaker. \*\*

**Jacket Water Heater:** Engine Block Heater 2000W 240VAC Rated for -20°F  
 Heater Installed with Isolation Valves and Wired to Terminal

**Air Cleaner:** Dry Single Stage

**Air Restrictor Indicator:** Installed in Air Filtration System

**Silencer:** Critical Grade Compact (CPJ Series) Silencer Mounted to Engine

**Battery:** 12 Volt System with Rack and Cables

**Battery Charger:** DSE 12 Volt 10 Amp Mounted and Wired to Terminal

**Fuel Tank:** 24 Hour / 375 Gallon UL 142 Listed Sub-Base Fuel Tank with Stub-up Area  
Double Wall Construction with Secondary Containment Standard  
Includes: Supply & Return Connections, Fuel Level Gauge, Fuel Leak Switch and Fill & Vent Plumbing

**Factory Test:** Standard Commercial Testing Includes:  
Verification of Alarm Shutdowns, Voltage Settings, Block Loading to Rated kWe and PF

**Owner's Manual:** Print Copy (Qty 1), Electronic Copy, Flash Drive (Qty 1)

**Owners Manual Email:** ryans@powerbygps.com

**Warranty:** 2 Year / 2000 Hour Limited

**Notes:**

**Additional Options  
(Not Included in Price):**

**Please Note: ASCO has implemented new cancellation fees that will apply**  
**-50% of order total after material has been issued**  
**-100% of order total if ATS is in production, or complete**

**ATS 1**

<b>Series</b>	<b>300</b>	<b>Volts</b>	<b>480/277V 3 PH</b>
<b>Service Entrance Rated</b>	<b>Yes</b>	<b>Poles</b>	<b>4</b>
<b>Amps</b>	<b>400</b>	<b>Enclosure</b>	<b>Nema 3R Secure</b>

**Warranty:** Two (2) Year Basic ATS Limited Warranty Standard

**Optional Accessories:** 44G Strip Heater with Thermostat, Wired to Load Terminals (208-600V)  
11BE Feature Bundle Includes Engine Exerciser/Event Log/RS-485 Enabled/Common AI

**ATS Notes:**

**Payment Terms:** Net 30

**Lead Time:** 40 + Weeks

**Please Note: ASCO has implemented new cancellation fees that will apply**  
**-50% of order total after material has been issued**  
**-100% of order total if ATS is in production, or complete**

**ATS 2**

<b>Series</b>	<b>300</b>	<b>Volts</b>	<b>208/120V 3 PH</b>
<b>Service Entrance Rated</b>	<b>Yes</b>	<b>Poles</b>	<b>4</b>
<b>Amps</b>	<b>600</b>	<b>Enclosure</b>	<b>Nema 3R Secure</b>

**Warranty:** Two (2) Year Basic ATS Limited Warranty Standard

**Optional Accessories:** 44G Strip Heater with Thermostat, Wired to Load Terminals (208-600V)  
11BE Feature Bundle Includes Engine Exerciser/Event Log/RS-485 Enabled/Common AI



**ATS Notes:**

**Payment Terms:** Net 30  
**Lead Time:** 40 + Weeks

<b>Unit Price (QTY 1)</b>	<b>\$53,641.30</b>
<b>ATS 1 Price (QTY 1)</b>	<b>\$10,529.90</b>
<b>ATS 2 Price (QTY 1)</b>	<b>\$15,546.90</b>
<b>Freight</b>	<b>\$1,800.00</b>
<b>Installation</b>	<b>\$48,300.00</b>
<b>Startup</b>	<b>Not Included</b>
<b>Sales Tax</b>	<b>To Be Determined</b>

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**Total Price** **\$129,818.10**

**Payment Terms:** Net 30  
**Lead Time:** 32-34 Weeks (Contingent on component availability)

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**Terms & Conditions**

- This quote is valid for a period of 30 days.
- This proposal is our interpretation of your requirement. It includes only the items listed on this quotation. Should there be other requirements or specifications, we will re-quote accordingly.
- Units are shipped wet to include lube oil and 50/50 water and antifreeze mix unless otherwise noted in this quotation.
- All extended piping, wiring, or other than listed above is performed by "others".
- Seller is not quoting, offloading, job site startup, personnel instructions, field testing, or unit installation.
- Quoted prices include normal testing, packaging, and instructional literature.
- It is the distributor/purchaser and end user's responsibility to ensure that this equipment is operated in accordance with all applicable local, state, and federal laws and regulations governing the use and operation of this equipment.

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**Generator Installation:**

1. Generator to be installed out by the electrical meters.
2. Generator will pick up the general electrical service and the electric heat service.
3. Provide two automatic transfer switches.
4. Concrete generator pad included.
5. Crane service for setting generator in place is included.
6. Trench from generator to building to connect to generator to general service.

**Not Included:**

1. Diesel fuel.
2. Patching of Asphalt.



**BLUE STAR**  
Power Systems Inc.  
AUTHORIZED DISTRIBUTOR

**WE WISH TO POINT OUT:**

1. Our terms of payment, unless specifically modified at time of order acceptance, are Net 30 Days from date of invoice or date of shipment, whichever comes first unless startup service is required prior to the expiration of the 30 days, in which case payment is due in full prior to startup with no retainage allowed.
2. All payments are to be made in cash or approved check. If credit card payment is preferred, please add 5% to the sales price. A service charge of 1.5% per month (effective APR 19.6%) will be charged on all past due accounts.
3. Retainage will not be allowed without specific prior written approval, and then only until such time as equipment is placed into service, site services have been completed and any punch list items have been completed, at which time all invoices and/or retainages will be due in full within 30 days. No warranty services, non-warranty services, preventative maintenance agreements, or parts will be provided until equipment has been paid for in full.
4. Should buyer cancel the purchase agreement without seller's written consent, seller may, at his option, recover from buyer a cancellation charge of not less than 20% of the purchase price. Should buyer cancel the purchase agreement after approval drawings have been approved and equipment has been released for manufacture and shipment, 100% of the purchase price shall be due and payable.
5. Those orders that are ready for shipment but cannot be delivered for reasons such as job site delay, credit holds, equipment held at customers request for consolidation or pick-up, etc., will be assessed a 2% per month storage charge, starting 10 days after the scheduled pick-up or shipment date. The purchase price will be due and payable 30 days from the scheduled pick-up or shipment date. Storage charges will be invoiced separately and must be paid prior to equipment shipment.
6. Generator Power Systems reserves the right to file a lien against the property or project if not paid for equipment in accordance with the agreed to terms and conditions. A ten (10) day pre-lien notice will be provided.
7. Warranty on this equipment is supplied by the manufacturer of the equipment – not Generator Power Systems. Warranty coverage (parts and labor) is stated in this proposal. If startup has not occurred in 180 days of shipping, warranty will start at shipping date. Extended warranties will be quoted upon request. The warranty period included in the sell price expressly excludes those items normally consumed in service. Examples: Fuses, oil, coolant, filters, grease, light bulbs, etc.
8. Site services will be restricted to those services outlined in this proposal only.
9. Sales tax will be charged unless a properly executed exemption certificate is provided at time of order.
10. Material will be shipped "FOB Factory-Freight Allowed to Jobsite". Ownership passes to the buyer when the material leaves the factory. The buyer is responsible for receiving the material, noting any damage upon arrival, denying shipments and/or filing damage claims with the specific carriers involved.
11. Buyer is obligated for any and all costs of collection and associated legal fees.
12. Emissions information for engines supplied can be provided to the buyer or end user to aid in the emissions licensing/permit process.
13. We accept orders under the condition that we are not to be liable for losses or delays caused by strikes, accidents, fires, or other causes beyond our control. Damage resulting from improper storage or handling prior to placing products in service will not be considered our liability. We will not assume any responsibility, expense or liability for repairs made without our written consent. We assume no contingent liability for losses sustained by any purchases using any products described.

Respectfully submitted,

**RYAN SMITH G.M.**

Generator Power Systems

888-330-2118 Office/218-851-4749 Cell

6957 HWY 10 NW, Ramsey, MN 55303

8296 Industrial Park Road, Baxter, MN 56425

office: 888.330.2118 • fax: 651.426.8307

[www.powerbygps.com](http://www.powerbygps.com) • 6957 Hwy 10 NW, Ramsey, MN 55303

• 8296 Industrial Park Rd, Baxter MN 56425





**WARRANTY**

Proposal is based on:

- Photos provided to Generator Power Systems, L.L.C.
- A site visit performed by Generator Power Systems, L.L.C.
- A verbal phone conversation. If upon arrival to site if site conditions are more complex than anticipated, no charges will apply and a new proposal will be provided.

**14** WEEKS - Estimated lead time for generator delivery.

**August** Estimated Installation Date - Subject to change based on actual generator delivery & manpower availability

Proposal expires in (30) days

Prices include all material, labor and electrical permit and sales tax for project complete.

Extra charges will apply for work not in scope or conditions discovered upon arrival to site.

We have excluded patching, painting or repair of surfaces disturbed including grass, landscaping and spinkler lines.

**Initial** \_\_\_\_\_

This proposal will remain valid for 30 days.

WE AGREE TO DO ABOVE DESCRIBED WORK FOR THE SUM OF \$58,189.04 (Fifty Eight Thousand, One Hundred Eighty Nine Dollars & 04/100)

**TO BE PAID AS FOLLOWS:** Non-Refundable 50% Down Payment. Progressive payments upon invoicing; balance in full upon completion of above electrical work.

VERBAL AGREEMENTS NOT BINDING - ALL ADDITIONAL WORK AND AGREEMENTS MUST BE SHOWN IN WRITING. ALL ORDERS ACCEPTED BY US WITH THE UNDERSTANDING THAT WE ARE NOT TO BE HELD LIABLE FOR CAUSES BEYOND OUR CONTROL. THIS PROPOSAL SUBJECT TO ACCEPTANCE WITHIN 30 DAYS.

**1½ % PER MONTH CHARGED ON ACCOUNTS OVER 30 DAYS.**

**WE ARE REQUIRED BY LAW TO PROVIDE YOU WITH THE FOLLOWING NOTICE REGARDING THE RIGHTS OF PERSONS FURNISHING LABOR AND MATERIALS.**

**CONTRACTORS NOTICE TO OWNER**

ANY PERSON OR COMPANY SUPPLYING LABOR OR MATERIALS FOR THIS IMPROVEMENT TO YOUR PROPERTY MAY FILE A LIEN AGAINST YOUR PROPERTY IF THAT PERSON OR COMPANY IS NOT PAID FOR THE CONTRIBUTIONS.

(B) UNDER MINNESOTA LAW, YOU HAVE THE RIGHT TO PAY PERSONS WHO SUPPLIED LABOR OR MATERIALS FOR THIS IMPROVEMENT DIRECTLY AND DEDUCT THIS AMOUNT FROM OUR CONTRACT PRICE, OR WITHHOLD THE AMOUNTS DUE THEM FROM US UNTIL 120 DAYS AFTER COMPLETION OF THE IMPROVEMENT UNLESS WE GIVE YOU A LIEN WAIVER SIGNED BY PERSONS WHO SUPPLIED ANY LABOR OR MATERIAL FOR THE IMPROVEMENT AND WHO GAVE YOU TIMELY NOTICE.

I HAVE READ THE ABOVE AND ACCEPT THE TERMS AND CONDITIONS OF THIS CONTRACT AND ACKNOWLEDGE RECEIPT OF A COPY OF THIS CONTRACT.

Customer - PRINT NAME	Customer - SIGNATURE	DATE
Customer - PRINT NAME	Customer - SIGNATURE	DATE



7669 College Road, Baxter, MN 56425 Phone: 218-829-4759  
Email: MToftness@holdenelectric.com

RECEIVED  
APR 04 2024  
BY: .....

# Bid Proposal

4/4/2024

TO:

JOB:

City of Emily back-up generator  
Bid Date: 4/4/2024

**WORK DESCRIPTION:**

**Additional Info:**

- 40kW Diesel Generator w/ 24hr fuel tank
- Generator installed outside electrical room
- 600A ATS switch installed on wall outside electrical room
- Provide emergency power to boiler pumps- figured 4 circuits
- Boilers to run on backup fuel source not electric during outage

We will supply and install all materials, labor and equipment as per drawings, specifications, addenda and as noted above inclusive for the total amount of: **\$74,425.00.**

Respectfully,

\_\_\_\_\_  
Micah Toftness, President  
Holden Electric Co., Inc.

Accepted by:

\_\_\_\_\_

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

**Holden Electric Co., Inc. is an equal opportunity employer and follows non-discriminatory practices.**



RECEIVED  
APR 04 2024

BY: .....

**With the uncertainty of the economy and the changes in commodities costs, this proposal is valid for 30-Days. Meaning equipment on this proposal needs to be released for production by 04/30/24 to maintain pricing.**

**No Freight included in this proposal due to the widespread fluctuation in freight cost over time. Freight proposal will be provided at the time of shipment.**

**"Proven Provider of Critical Power Solutions"**

For: Emily City Hall

From: Total Energy Systems, LLC

**GENERATOR**

**Kohler Model: 40REOZK**

This diesel generator set equipped with a 4P7BX alternator operating at 120/208 volts is rated for 42kW/52 kVA.  
Output amperage: 145

Qty	Description
1	<p><b>40REOZK Generator Set</b>  <b>Includes the following:</b>  Literature Languages English  Approvals and Listings UL2200 Listing  Engine 40REOZK, 12V, 60Hz, KDI3404TM  Nameplate Rating Standby 130C Rise  Voltage 60Hz, 120/208V, Wye, 3Ph, 4W  Alternator 4P7BX  Cooling System Unit Mounted Radiator, 50C  Skid and Mounting Skid/Tank  Air Intake Heavy Duty  Controller APM402  Enclosure Type Weather  Enclosure Material Steel  Enclosure Silencer Internal Silencer  Fuel Tank Type Standard  Fuel Runtime (Approx.) 24 Hours  Subbase Fuel Tank Capacity 133 Gallons  Starting Aids, Installed 1000W,110-120V  Electrical Accy.,Installed Battery, 1/12V, Wet  Electrical Accy.,Installed Battery Charger, 10A  Electrical Accy.,Installed Run Relay  Electrical Accy.,Installed 2 Input/5 OutputModule  Electrical Accy.,Installed Governor, Electronic  Electrical Accy.,Installed Generator Heater  Rating, LCB 1 80% Rated  Amps, LCB 1 150  Trip Type, LCB 1 Thermal Magnetic  Interrupt Rating LCB 1 18kA at 480V  Fuel Lines, Installed Flexible Fuel Lines  Fuel System Acc.,Installed Fuel Pressure Gauge</p>





1	Miscellaneous Accy,Installed Miscellaneous Accy,Installed Miscellaneous Accy,Installed Miscellaneous Accy,Installed Warranty Testing, Additional Total unit length in inches Total unit width in inches Total unit height in inches Total unit weight (lbs) Weight/Dimensions Disclaimer * Lit Kit, Production, 40REOZK	Air Cleaner Restriction Ind. Coolant in Genset Rodent Guards Oil in Genset Standard Power Factor Test,0.8,3Ph Only 101 43 83 3,303 Estimates-Not for Construction
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### AUTOMATIC TRANSFER SWITCH

#### **600AMP Automatic Transfer Switch      Qty 1**

3 Pole, 4 Wire, Solid Neutral, 600 Amps, service entrance rated open transition automatic transfer switch, rated 208V, 60 Hz and housed in a NEMA Type 3R enclosure.

### DISTRIBUTOR START-UP

1. Start-up, must be scheduled a minimum of 10 - 14 days prior to requested start-up date. Contact the Service Department at 1.888.548.1400 ex 3301 or [service@totalenergysystems.com](mailto:service@totalenergysystems.com) for date and time.

**SERVICE ITEMS INCLUDED WITH THIS PROPOSAL:**

Lubricating Oil

Antifreeze - 50/50 Mix

Battery

Start Up Service

One (1) day reserved, during normal business hours, for inspection, engine prep work, initial engine start-up and training.

Load Bank Test at Site

Two (2) Hours are Included using a portable resistive load bank

Training session to be completed same day as startup. If not, return trip and Purchase Order is required

2. Contractor shall coordinate and schedule start-up and shall be responsible for **ADDITIONAL field service costs** if start-up cannot be completed in time allowed as a result of incomplete installation.

\* Normal business hours are M-F 8:00AM to 4:30PM.

After hours Start ups are available for an additional charge. Standard published rates apply.



RECEIVED  
MAR 19 2024  
BY:.....

40040 State Hwy 6      35910 Co Rd 66  
Emily, MN 56447      Crosslake, MN 56442  
Phone: (218) 763-3000      Email: araph@emilytel.com

Date: 3/7/2024  
Invoice: 20240307.4

**Project Customer and Address:**

City of Emily  
39811 State Hwy 6  
Emily, MN 56447  
(218) 763-2480  
Council Chambers Additional Mics

Quantity	Description	Occurance	Amount
4	New Mic's for Council Chambers		\$1,250.00
	Installation & Testing		\$140.00
<b>Subtotal</b>			<b>\$1,390.00</b>

**Tremolo Communications will install 4 new microphones for the Council Chambers, microphones will be owned by the City of Emily. Upgrade to be completed for meeting audio and video recordings.**

Tax Rate	7.375%
Tax	Exempt
<b>Project Total</b>	<b>\$1,390.00</b>

Sign Here: \_\_\_\_\_

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

## Community Match Funds for Local Governments

2023-2024

Community Match Funds are awarded on a first-come, first-served basis while funds exist. A city, county, township, or other government unit as defined in Minn. Stat. § 471.59 Subd. 1(B) may apply for one Match award up to \$10,000 per fiscal year. Award recipients may pool their awards to fund joint projects<sup>1</sup>. Entities are eligible for either one Community Match Funds award or one Community Boost Funds<sup>2</sup> award per fiscal year.

### Eligibility requirements

- The applicant organization must:
  - Be a Sourcewell participating agency. Register at [sourcewell-mn.gov/register](https://sourcewell-mn.gov/register)
  - Be a city, county, township, or other government association located in Cass, Crow Wing, Morrison, Todd, or Wadena county.
  - Apply for no more than one Community Match Funds or one Community Boost Funds award per entity per fiscal year (July 1-June 15); entities cannot apply for additional Community Match or Boost Funding until their previous project is complete, and the final report is submitted.
  - Be willing and able to financially match the award amount (in-kind support does not constitute a financial match).
- The proposed project must:
  - Relate to programs or services authorized under Sourcewell's enabling statute, Minnesota Statutes § 123A.21, subdivision 7, and serve a public purpose.
  - Be completed within one year of the Effective Date of applicant's Community Match Funding Agreement with Sourcewell.
    - For projects where equipment is delayed due to supply chain issues, funding must still be expended within one year. Funding may be applied toward down payments or partial payments, and a copy of the payment receipt along with the anticipated equipment delivery date must be included with the final report. Sourcewell will follow-up one week after the anticipated delivery date to ensure the project has been completed.
- The proposed project must not involve:
  - Payment for land acquisition or building purchases.
  - Costs for transportation infrastructure construction or maintenance (i.e., roads and/or bridges).
  - Expenses incurred prior to receipt of the award.
  - Loans or reimbursement to individuals or businesses.
- A Community Match Fund application must:
  - Include all required information and attachments, including:
    - Proof of the organization's willingness and ability to match the amount awarded.
    - With county applicants, a signed resolution in support of the project from their county board.
  - Request no more than \$10,000.

<sup>1</sup> Each organization must submit a separate application; comply with the organization, project, and application requirements; and notify Sourcewell of their intent to pool funding.

<sup>2</sup> Community Boost Funds do not require a match; however, entities can only apply for \$1,000.



## Funding process

**Step 1:** Sourcewell staff will review each application to ensure the criteria outlined above have been met. Applications that do not meet the criteria will not be eligible for Community Match Funds.

**Step 2:** Entities that pass the initial review process will be awarded funds on a first-come, first-served basis while funds remain available.

**Step 3:** Sourcewell staff will notify award recipients and provide further instructions.

## Contact information

Completed applications can be submitted by email to: [community@sourcewell-mn.gov](mailto:community@sourcewell-mn.gov) or by U.S. Mail to:

Sourcewell  
Community Solutions  
202 12th Street NE  
P.O. Box 219  
Staples, MN 56479

**zoning@emily.net**

---

**From:** Amy Piekarski <Amy.Piekarski@sourcewell-mn.gov>  
**Sent:** Wednesday, March 20, 2024 1:39 PM  
**To:** zoning@emily.net  
**Subject:** RE: Speed Signs

Hi Sue-

I can't say for sure what the advisory council will say, but I'm guessing they would say that speed signs are <sup>not</sup> critical to government function (meaning you don't need them to operate). Speed signs would make a great Match Fund project. I can send you the application and some awarded vendors if you'd like.

Amy

**From:** zoning@emily.net <zoning@emily.net>  
**Sent:** Wednesday, March 20, 2024 9:31 AM  
**To:** Amy Piekarski <Amy.Piekarski@sourcewell-mn.gov>  
**Subject:** Speed Signs

You don't often get email from [zoning@emily.net](mailto:zoning@emily.net). [Learn why this is important](#)

**EXTERNAL**

Hi Amy,

We're wondering if electronic speed signs qualify as an allowed expense for Community Impact Funds. We didn't know if electronic speed signs would fall under the Public Safety category, therefore not be allowed for Impact Funds.

Thanks!

*Sue Fahrendorff*

Zoning Clerk

Office Hours: M-W 8-4:30; Th 8-12



39811 State Highway 6  
PO Box 68  
Emily, MN 56447  
218-763-2480  
[zoning@emily.net](mailto:zoning@emily.net)

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

*Effecting Positive Change*

**clerk@emily.net**

---

**From:** Storlie, Angela <AStorlie@lmc.org>  
**Sent:** Wednesday, April 3, 2024 10:33 AM  
**To:** clerk@emily.net  
**Subject:** RE: Public Safety Aid

Hi Cari!

The legislature did not give us much in the way of specific information on what is or is not an allowable use of the Public Safety Aid. Here is our article that includes the list of eligible and ineligible uses.

We believe the legislature intentionally allowed uses broadly so that cities could use them for expenses that best fit their public safety needs. Funds should be used to provide something that reasonably falls under the broad category of public safety. Cities should consult with their attorneys and use their best judgement to determine whether a use that is not clearly defined as eligible or ineligible is allowable. However, any use must be to provide public safety.

Note that a bill is being heard currently to require cities to report how they spent these funds:  
<https://www.lmc.org/news-publications/news/all/public-safety-aid-reporting-bill-approved-by-public-safety-committee/>. The League is monitoring this bill.

I'm sorry I can't give you a more definitive answer, but I hope that is somewhat helpful anyway.

**Angie Storlie** | Research Analyst  
Phone: (651) 215-4176  
[astorlie@lmc.org](mailto:astorlie@lmc.org)

League of Minnesota Cities | 145 University Ave. West | St. Paul, MN 55103  
[www.lmc.org](http://www.lmc.org) | [Facebook](#) | [Twitter](#) | [Podcast](#)

**Please be advised that I am not an attorney and this does not constitute legal advice.**

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**From:** clerk@emily.net <clerk@emily.net>  
**Sent:** Tuesday, April 2, 2024 4:30 PM  
**To:** Storlie, Angela <AStorlie@lmc.org>  
**Subject:** Public Safety Aid

Angie,

Do you know if an electronic speed sign would be an acceptable purchase using Public Safety Aid funds?

Thank you for your assistance!

**Cari Johnson**, MCMC  
City Clerk/Treasurer  
City of Emily  
PO Box 68  
Emily, MN 56447  
E [clerk@emily.net](mailto:clerk@emily.net)  
P 218.763.2480  
F 218.763.2481





PAID  
 1 3 2024  
 BY: .....

40040 State Hwy 6      35910 Co Rd 66  
 Emily, MN 56447      Crosslake, MN 56442  
 Phone: (218) 763-3000      Email: araph@emilytel.com

Date: 3/7/2024  
 Invoice: 20240307.2

**Project Customer and Address:**

City of Emily  
 39811 State Hwy 6  
 Emily, MN 56447  
 (218) 763-2480  
 New Workstation for Office Assistant

Quantity	Description	Occurance	Amount
One Time Cost:			
1	New Office PC		\$874.94
	Installation		Waived
<b>Subtotal</b>			<b>\$874.94</b>

**Tremolo Communications will install a new office PC for the City of Emily, this equipment is owned by the City of Emily. Please sign and date this form to confirm your acceptance of the cost and scope. Thank you for your business!**

Tax Rate	7.375%
Tax	Exempt
<b>Project Total</b>	<b>\$874.94</b>

Sign Here: \_\_\_\_\_

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

# CROW WING COUNTY

HISTORICAL SOCIETY  
MUSEUM & LIBRARY - EST. 1927

Email:  
history@crowwing.us

Website:  
www.crowwinghistory.org

Street Address:  
320 Laurel Street  
Brainerd, MN 56401

Phone:  
(218) 829-3268

March 6, 2024

Cari Johnson, Clerk/Treasurer  
City of Emily  
PO Box 68  
Emily, MN 56447-0068



BY: .....

Dear City of Emily:

## Supporting history supports our community.

Since 1927, the Crow Wing County Historical Society has been collecting, preserving, and sharing the history of Crow Wing County. Funding from local cities and townships is an important part of our annual budget. Your generous donations advance our mission and help us connect the people of today with the people of the past.

Local history provides us with a collective community identity and pride. It is incredibly relatable, relevant, and enriching. We are seeking donations to help maintain our assets at the Crow Wing County Fairgrounds. Each year, our staff and volunteers educate and entertain thousands of fair visitors with our historic buildings and items including:

- **Carbine Log House, built in Brainerd 1868.**
- **District 3 School House, South Long Lake, built 1887.**
- **Wohl House, built in Maple Grove Township 1906.**
- **Number 8 Locomotive used at the Northern Pacific Tie Plant.**
- **General Store featuring household, logging, and farming displays.**
- **Blacksmith Shop from Lake Edward Township 1910.**

Thank you for your time and consideration. The Crow Wing County Historical Society is a 501(c)(3) non-profit organization and affiliated with and approved by the Minnesota Historical Society.

Respectfully yours,

Hillary Swanson  
Executive Director



Listed on the  
National Register  
of Historic Places

**CITY OF EMILY  
COUNTY OF CROW WING  
STATE OF MINNESOTA**

**RESOLUTION NO. 24-19**

**RESOLUTION APPROVING A LAWFUL GAMBLING PERMIT**

WHEREAS, the City Council of the City of Emily allows gambling licenses to be issued within the city;

**NOW THEREFORE**, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EMILY, MINNESOTA AS FOLLOWS:

That Lakers Lions of Emily, Outing & Fifty Lakes' request for a gambling permit at The Pickled Loon Saloon of Emily, 44025 State Highway 6, Emily, for a raffle drawing on August 17, 2024 hereby be approved with no waiting period, thereby allowing sale of raffle tickets immediately after approval of the application by the Minnesota Gambling Control Board.

Adopted effective the 9<sup>th</sup> day of April, 2024 by \_\_\_\_\_ voice vote:

\_\_\_\_\_  
Tracy Jones  
Mayor

\_\_\_\_\_  
Dated

Attest:

\_\_\_\_\_  
Cari Johnson, MCMC  
City Clerk/Treasurer

\_\_\_\_\_  
Dated



## LG220 Application for Exempt Permit

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

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

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

**Application Fee (non-refundable)**

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

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

**ORGANIZATION INFORMATION**

Organization

Name: LAKERS LIONS OF EMILY, OUTING & FIFTY LAKES

Previous Gambling

Permit Number: X-00913-21-013

Minnesota Tax ID

Number, if any: \_\_\_\_\_

Federal Employer ID

Number (FEIN), if any: 41-1601886Mailing Address: 849 SHAFER LAKE RD NECity: OUTINGState: MNZip: 56662County: CASSName of Chief Executive Officer (CEO): JAN M PETERSCHICKCEO Daytime Phone: 763.244.4563CEO Email: JMP21618@GMAIL.COM

(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): \_\_\_\_\_

**NONPROFIT STATUS**

Type of Nonprofit Organization (check one):

Fraternal

Religious

Veterans

Other Nonprofit Organization

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

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

**A current calendar year Certificate of Good Standing**

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division  
60 Empire Drive, Suite 100  
St. Paul, MN 55103

Secretary of State website, phone numbers:

[www.sos.state.mn.us](http://www.sos.state.mn.us)

651-296-2803, or toll free 1-877-551-6767

**IRS income tax exemption (501(c)) letter in your organization's name**

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

**IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**

If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

**GAMBLING PREMISES INFORMATION**

Name of premises where the gambling event will be conducted

(for raffles, list the site where the drawing will take place): THE PICKLED LOON SALOON OF EMILYPhysical Address (do not use P.O. box): 44025 STATE HIGHWAY 6

Check one:

City: EMILYZip: 56447County: CROW WING

Township: \_\_\_\_\_

Zip: \_\_\_\_\_

County: \_\_\_\_\_

Date(s) of activity (for raffles, indicate the date of the drawing): 08/17/2024

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

Bingo

Paddlewheels

Pull-Tabs

Tipboards

Raffle

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

# LG220 Application for Exempt Permit

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

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

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (50 days for a 1st class city).
- The application is denied.

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

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

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

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

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

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

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

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

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

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

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

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

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

## CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

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

Chief Executive Officer's Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Signature must be CEO's signature; designee may not sign)

Print Name: JAN M PETERSCHICK

## REQUIREMENTS

**Complete a separate application for:**

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

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

**Financial report to be completed within 30 days after the gambling activity is done:**  
A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

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

## MAIL APPLICATION AND ATTACHMENTS

**Mail application with:**

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

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

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

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

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

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

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

<p align="center"><b>How You May Spend Gambling Funds</b></p>	<p align="center"><b>How You May Not Spend Gambling Funds</b></p>
<p><b>Allowable expenses</b> - Gambling funds may be spent for allowable expenses, such as:</p> <ul style="list-style-type: none"> <li>• gambling equipment (pull-tabs, bingo paper, bingo blower, paddlewheel tickets, tipboard games);</li> <li>• advertising;</li> <li>• printing raffle tickets; or</li> <li>• any services or goods that are directly related to the conduct of your gambling.</li> </ul> <p><b>Charitable contributions</b> - Gambling funds may be spent for the following charitable contributions (lawful purpose):</p> <ul style="list-style-type: none"> <li>• to or by 501(c)(3) organization and 501(c)(4) festival organizations;</li> <li>• relieving the effects of poverty, homelessness, or disability;</li> <li>• problem gambling programs approved by the Minnesota Department of Human Services;</li> <li>• public or private nonprofit school;</li> <li>• scholarships (if a contribution is made to a scholarship fund, it must be made to a nonprofit organization whose primary mission is to award scholarships);</li> <li>• church;</li> <li>• recognition of military service (open to public) or active military personnel in need;</li> <li>• activities and facilities benefiting youth under age 21;</li> <li>• citizen monitoring of surface water quality, with data submitted to Minnesota PCA;</li> <li>• unit of government (NOTE: A direct contribution to a law enforcement or prosecutorial agency is not allowed);</li> <li>• wildlife management projects or activities that benefit the public-at-large, with DNR approval;</li> <li>• grooming and maintaining snowmobile or all-terrain trails that are grant-in-aid trails, or other trails open to public use, with DNR approval;</li> <li>• supplies and materials for DNR training and educational programs;</li> <li>• nutritional programs, food shelves, and congregate dining programs primarily for persons who are 62 or older or disabled;</li> <li>• community arts organizations or programs;</li> <li>• humanitarian service recognizing volunteerism or philanthropy; and</li> <li>• acquisition and repair of real property and capital assets (contact the Gambling Control Board for requirements).</li> </ul>	<ol style="list-style-type: none"> <li>1. <b>Controlled contribution</b> - An organization may not retain any control over any contribution made from gambling funds. The only exception is for expenditures by a 501(c)(3) organization or a 501(c)(4) festival organization to its general fund.</li> <li>2. <b>Financial gain</b> - A contribution or expenditure may not be made if it results in any monetary, economic, financial, or material benefit to the organization making the contribution or expenditure.</li> <li>3. <b>Government</b> - An expenditure may not be made for: <ul style="list-style-type: none"> <li>• influencing the nomination or election of a candidate for public office;</li> <li>• promoting or defeating a ballot question; or</li> <li>• any activity intended to influence an election or a governmental decision-making process.</li> </ul> </li> <li>4. <b>Law enforcement</b> - A direct contribution may not be made to a law enforcement or prosecutorial agency.</li> <li>5. <b>Pension</b> - A contribution may not be made to a government pension or retirement fund, such as a fire relief association.</li> <li>6. <b>Conflict of interest</b> - A contribution or expenditure may not be made if it is not allowed under the conflict of interest provisions of the Minnesota Nonprofit Corporation Act, Minnesota Statutes, Section 317A.255.</li> <li>7. <b>Alcohol</b> - An expenditure may not be made for the purchase of any intoxicating liquor, wine, or malt beverages.</li> <li>8. <b>Fundraising</b> - An expenditure may not be made for fundraising costs, except as allowed for a 501(c)(3) organization or 501(c)(4) festival organization from its general fund.</li> <li>9. <b>Other organizations</b> - With few exceptions, gambling funds may not be contributed to other organizations or clubs such as veterans, fraternal, Lions, etc. unless it is a 501(c)(3) organization.</li> <li>10. <b>Other contributions</b> - A contribution may not be made to a 501(c)(3) organization or another entity with the intent or effect of not complying with lawful purpose restrictions or requirements.</li> </ol>



**BINGO AND RAFFLE – Checklist for Excluded/Exempt Permits**

The purpose of this form is to help your organization conduct excluded/exempt gambling in compliance with the requirements listed below. Exempt and Excluded activities cannot be conducted in the same calendar year. The five forms of lawful gambling are bingo, paddlewheels, pull-tabs, raffles and tipboards. Detailed information regarding each requirement is available by clicking on the following links (in blue italics): 1) applicable statutes and rules; 2) the *Lawful Gambling Manual*; 3) the online class, "*Conduct of Raffles*"; and 4) the *phone number and email address* of your county's Licensing (license, permits and leases) and Compliance (conduct and reporting) Specialists.

Check Box	RAFFLES
	1. Tickets are printed in accordance with MN Rule <i>7861.0310</i> .
	2. Tickets contain the sequential number of the raffle ticket. Theatre style tickets may be used. ( <i>349.173</i> )
	3. A list of prizes and a statement of other relevant information is made available to ticket purchasers. ( <i>349.173</i> )
	4. The organization must pay in full or otherwise become the owner of all prizes prior to the raffle drawing, except for raffles with gross receipts of \$50 or less. ( <i>7861.0260</i> )
	5. A merchandise certificate is used when a prize requiring registration or licensure (guns, cars, ATVs, etc.) is offered. ( <i>7861.0260</i> )
	6. Prizes must not consist of lawful gambling equipment including raffle tickets for another raffle. ( <i>7861.0260</i> )
	7. The total value of lawful gambling prizes awarded (use fair market value for donated prizes) does not exceed \$50,000 in a calendar year. ( <i>349.166</i> )
	8. Cash must not be substituted for merchandise prizes that have been won. ( <i>7861.0260 Subp. 4C(2)</i> )
	9. Alcohol is only awarded as a prize to persons who demonstrate that they are 21 years of age or older. ( <i>340A.707</i> )
	10. Only cash, personal checks, cashier's checks, money orders, travelers' checks, and debit cards may be accepted for the purchase of tickets (NO CREDIT CARDS – NO INTERNET SALES). ( <i>349.2127</i> ) ( <i>7861.0260</i> )
	11. The method of winner selection cannot be manipulated or based on the outcome of an event not under the organization's control. ( <i>349.173</i> )
	12. Persons are not required to be present at a raffle drawing to be eligible to win. ( <i>349.173</i> ) ( <i>7861.0310</i> )
	13. Raffle tickets are not sold to or won by persons under age 18. ( <i>349.181</i> ) ( <i>7861.0310</i> )
	14. Purchasers are not required to buy anything other than the ticket. ( <i>349.173</i> ) ( <i>7861.0310</i> )
	15. Clear and legible house rules in accordance with MN Rule <i>7861.0310</i> are prominently posted at the point of winner selection.
	16. An exempt permit financial report ( <i>LG220A</i> ) must be submitted to the Gambling Control Board within 30 days of the gambling occasion. ( <i>349.166</i> )
BINGO	
	1. Clear and legible house rules in accordance with MN Rule <i>7861.0270</i> are prominently posted at the point of winner selection.
	2. House rules include the policy on declaring bingo and last number called. ( <i>7861.0270 Subp. 2A(1)</i> )
	3. House rules include the reasons for potentially cancelling bingo occasions. ( <i>7861.0270 Subp. 2A(1)</i> )
	4. All sales must be on a cash basis and take place at the permitted premises during or immediately prior to the bingo occasion. (NO CREDIT CARDS – NO INTERNET SALES) ( <i>7861.0270 Subp. 5B(1)</i> )
	5. Bingo paper must not be offered for free or discounted unless the price is reduced with a coupon. ( <i>7861.0270 Subp. 5B(7)</i> )
	6. Bingo balls must be available for inspection by at least one player before the occasion begins to determine that all are present and in operating condition. ( <i>7861.0270 Subp. 3A</i> )
	7. No reservation of bingo cards or bingo paper for any person ( <i>7861.0270 Subp. 3F</i> )
	8. Bingo records (including bingo program) must be kept for 3½ years. ( <i>7861.0270 Subp. 11</i> )
BINGO AND RAFFLES	
	1. Gambling records must be kept for 3½ years. ( <i>7861.0310</i> )
	2. Gambling funds may only be spent for allowable expenses and lawful purposes. ( <i>349.12 Subd. 3a</i> ) ( <i>349.12 Subd. 25</i> ) ( <a href="http://mn.gov/gcb/faq-exemptexcluded.html">mn.gov/gcb/faq-exemptexcluded.html</a> ) and ( <a href="http://mn.gov/gcb/assets/infosheetspendinggamblingfunds.pdf">mn.gov/gcb/assets/infosheetspendinggamblingfunds.pdf</a> )





39811 State Highway 6  
PO Box 68  
Emily, MN 56447  
218-763-2480

## Proclamation 2024-01

### Recognizing National Pregnancy and Infant Loss Remembrance Day

**Whereas**, Infants Remembered In Silence, Inc. (IRIS) and many other nonprofit organizations work with thousands of parents all over Minnesota and across the United States who have experienced the death of a child during pregnancy and early childhood; and

**Whereas**, Many of these parents live in, deliver in, have a child die in, or a bury a child in our community; and

**Whereas**, Infants Remembered In Silence (IRIS), a 501(c)(3) nonprofit organization, was founded in 1987 to offer support for parents whose child/children died from miscarriage, ectopic pregnancy, molar pregnancy, stillbirth, neo-natal death, birth defects, sudden unexplained death of a child (SUDC), sudden infant death syndrome (SIDS) and related syndromes, illness, accidents, murder, and all other types of infant and early childhood death; and

**Whereas**, The City of Emily, Crow Wing County, Minnesota wishes to acknowledge the profound grief experienced by parents, and families who suffer the death of a baby; and

**Whereas**, Bereaved parents in Minnesota, in the United States and around the world remember their children in their homes and/or at small gatherings, on October 15 with candle lighting from 7 – 8 pm. This proclamation unifies these parents in tribute to their children; and

**Whereas**, In 1988, President Ronald Reagan proclaimed October as National Pregnancy and Infant Loss Awareness month in the United States, honoring the lives of children gone too soon and in support of grieving parents, siblings, grandparents, family members, and friends whose lives are forever changed by the heartbreaking death of a child; and

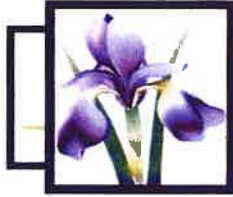
**Whereas**, In honor of the thousands of children that die each year in Minnesota, Infants Remembered In Silence, Inc. (IRIS) respectfully requests that October 15, 2024 be recognized as Pregnancy and Infant Loss Remembrance Day and invites residents to join in remembering and honoring the lives of children.

**NOW, THEREFORE**, Tracy Jones, Mayor, does hereby proclaim October 15, 2024 as Pregnancy and Infant Loss Remembrance Day in the City of Emily, Crow Wing County, Minnesota.

**IN WITNESS WHEREOF**, I have set my hand and caused to be affixed the official seal of the City of Emily, Crow Wing County, Minnesota this 9<sup>th</sup> day of April, 2024.

---

Tracy Jones, Mayor



# IRIS INFANTS REMEMBERED IN SILENCE

©

218 Third Ave. NW Faribault MN 55021

Phone: (507) 334-4748

Email: [support@irisRemembers.com](mailto:support@irisRemembers.com)

Website: [www.irisRemembers.com](http://www.irisRemembers.com)

Infants Remembered In Silence, Inc. a 501(c)3 nonprofit organization (#41-1700704) respectfully requests that the city adopt a resolution endorsing October 15<sup>th</sup> as Pregnancy and Infant Loss Remembrance Day in accordance with the requirements within the city. If you are not the correct person to send this information to, please let us know the correct contact person.

## United States Government Proclamations:

- 1988 President Ronald Reagan Proclaimed October as National Pregnancy and Infant Loss Awareness Month.
- 2001 House Resolution  
107<sup>th</sup> Congress – 1<sup>st</sup> Session  
H.RES.254 IH
- 2006 House Resolution  
109<sup>th</sup> Congress – 1<sup>st</sup> Session  
H.CON.RES.222

Infants Remembered In Silence © (IRIS) along with countless organizations works with thousands of people across Minnesota, and the USA, who have experienced the death of a child during pregnancy through early childhood. It's heartbreak that 1 in 4 pregnancies tragically end from miscarriage, ectopic pregnancy, and molar. With more the 24,000 babies being stillborn or from neo-natal death, sudden unexplained death of a child (SUDC), sudden infant death syndrome (SIDS) and related syndromes, birth defects, illness, accidents, murder, and all other types of infant and early childhood death. Many of these parents live in, deliver in, and have a child die in, or bury a child in this community.

Bereaved parents remember these children annually with a 7 pm candle lighting on October 15<sup>th</sup>. Some will remember their child/children in their homes while others will remember them in small gatherings around the state and across the nation. This resolution/proclamation would unify these parents in tribute of their children.

If you do choose to adopt this proclamation/resolution you are welcome to send us any certificates via e-mail to [support@irisremembers.com](mailto:support@irisremembers.com) or we can arrange for a community member to attend your presentation/reading and pick the proclamation/resolution up.

1. If this proclamation/resolution is perpetual, please let us know.
2. If your community does not accept proclamation requests, please let us know.
3. If your city has requirements for who can make a request, please let us know those requirements.

If you have any questions regarding the proclamation below, please reach out to us.

Diana Kelley - Founder and Executive Director  
Infants Remembered In Silence, Inc.© (IRIS)  
218 3rd Ave. NW  
Faribault MN 55021  
(507) 334-4748  
Email: [support@irisRemembers.com](mailto:support@irisRemembers.com)  
Website: [www.irisRemembers.com](http://www.irisRemembers.com)  
IRIS was founded in 1987

**clerk@emily.net**

---

**From:** OSA GID <gid@osa.state.mn.us>  
**Sent:** Wednesday, March 27, 2024 2:20 PM  
**To:** clerk@emily.net  
**Cc:** 'Amber Schrupp'; 'Jordan White'; 'Susan Schiessl'  
**Subject:** RE: Audit Extension Request

Extension approved. The extended due date for the 2023 reporting year is 6/14/2024.

Tiffany O'Neil  
Government Information Division  
[gid@osa.state.mn.us](mailto:gid@osa.state.mn.us)  
525 Park Street, Suite 500  
St. Paul, MN 55103  
(651) 297-3682



Office of the State Auditor

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**From:** clerk@emily.net <clerk@emily.net>  
**Sent:** Wednesday, March 27, 2024 12:23 PM  
**To:** OSA GID <gid@osa.state.mn.us>  
**Cc:** 'Amber Schrupp' <ASchrupp@lakesareacpas.com>; 'Jordan White' <JWhite@lakesareacpas.com>; 'Susan Schiessl' <SSchiessl@lakesareacpas.com>  
**Subject:** Audit Extension Request

Hello Tiffany,

The City of Emily is requesting the extension. Please let us know if you need any further documentation.

Thank you and have a great day!

**Cari Johnson, MCMC**  
City Clerk/Treasurer  
City of Emily  
PO Box 68  
Emily, MN 56447  
E [clerk@emily.net](mailto:clerk@emily.net)  
P 218.763.2480  
F 218.763.2481  
W [www.cityofemily.com](http://www.cityofemily.com)  
Pop. 862

fecting Positive Change



**Clasen & Schiessl CPAs, Ltd.**  
Certification & Accounting

PO Box 90, Pequot Lakes, MN 56472

(218) 568-5242 Fax (218) 568-8680

Visit us at [lakesareacpas.com](http://lakesareacpas.com)

---

March 26, 2024

Office of the State Auditor  
Government Information Division  
525 Park Street, Suite 500  
St. Paul, MN 55103

RE: **Extension for the following City:**

<u>City</u>	<u>EXTENSION REQUESTED</u>	<u>EXTENSION DATE</u>
City of Emily	45 Days	May 15, 2024

We are unable to compile the information necessary to complete the audit of the above City in a timely manner and therefore are requesting an extension of time to complete the City Financial Reporting Forms and the City's Audited Financial Statement Report. We anticipate the completion of these reports to be within the date listed above.

If you have additional questions or concerns, please contact us. Thank you.

Sincerely,

Susan M. Schiessl  
Certified Public Accountant

SMS:ajs





March 26, 2024

Cari Johnson, City Clerk/Treasurer  
City of Emily, Minnesota  
39811 State Highway 6  
PO Box 68  
Emily, MN 56447-0068

RE: Potential Refunding of Existing Bonds

As your Municipal Advisor one of the services we provide is to monitor your outstanding bond issues and alert you to any potential refunding opportunities. An updated status report for your outstanding debt is attached. It includes general information about your existing debt and a brief comment regarding potential savings based on current market conditions. We will continue to monitor your issues on an ongoing basis and will contact you if we identify refunding opportunities that merit consideration.

If you have any questions about this information, please contact me.

Sincerely,

Ehlers

A handwritten signature in black ink that reads 'Rebecca Kurtz'. The signature is written in a cursive style with a large, prominent 'R' and 'K'.

Rebecca Kurtz  
Senior Municipal Advisor/ Vice President

A handwritten signature in black ink that reads 'Bruce Kimmel'. The signature is written in a cursive style with a large, prominent 'B' and 'K'.

Bruce Kimmel  
Senior Municipal Advisor/ Vice President

**Status Report on Refunding of Existing Bond Issues**

<b>Original Bond Amount</b>	<b>Title</b>	<b>Last Maturity</b>	<b>Call Date</b>	<b>Callable Amount</b>	<b>Callable Rates</b>		<b>Status</b>
					<b>Low</b>	<b>High</b>	
\$930,000	General Obligation Capital Improvement Plan and Improvement Refunding Bonds, Series 2012A	02/01/2028	02/01/2022	\$170,000	2.750%	2.750%	As of March 26, 2024, we estimate that this refunding would not generate sufficient savings to be considered.
\$1,505,000	General Obligation Sewer Revenue Refunding Bonds, Series 2013A	02/01/2036	02/01/2023	\$885,000	2.150%	3.000%	As of March 26, 2024, we estimate that this refunding would not generate sufficient savings to be considered.
\$540,000	General Obligation Permanent Improvement Revolving Fund Bonds, Series 2014A	02/01/2030	02/01/2023	\$240,000	2.600%	3.050%	As of March 26, 2024, we estimate that this refunding would not generate sufficient savings to be considered.



RECEIVED  
MAY 11 2024

BY: .....

March 4, 2024

Hello Cari,

As we approach the spring season, I hope this message finds you filled with anticipation for the vibrant days ahead. While there are likely a few weeks of winter left, we can still envision the green grass, feel the soft breeze, and anticipate the first signs of blossoming plants that mark the arrival of spring.

Just as nurturing a seed requires careful attention and dedication, so does fostering growth in our communities. When you plant a seed, you tend to it with water, light, and nutrients, ensuring it thrives and flourishes as it grows. Similarly, your contributions are the seeds of the future of Central Minnesota. Over time, these contributions grow into a healthy, lasting resource for the region.

Year after year, your generosity enables us to respond to the region's needs and invest in causes that are truly transformative. Because of you, we are able to provide vital services and support to emerging entrepreneurs, nonprofit organizations, early childhood programs, local businesses, and more. **We hope these seeds serve as a symbol of the impact you help create.**

Thank you for your commitment to nurture the seeds of Central Minnesota's future. They are blooming into thriving economies, vibrant communities, and a culture of generosity that will endure for generations.

Warm regards,

A handwritten signature in cursive script that reads 'Carl'.

Carl Newbanks  
Director of Development

