

MINUTES OF THE REGULAR MONTHLY MEETING
OF THE MANHATTAN BEACH CITY COUNCIL
August 1st, 2017

The regular Monthly Meeting of the Manhattan Beach City Council was held on Tuesday August 1st, 2017 in the City Hall at 7:00pm. The following officers were present: Paul Allen-Mayor; Janis Allen, Marlene Yurek, Barb Hanson-Wannebo-Council Members; Amy Wannebo-Clerk-Treasurer; 1 member of the press and approximately 8 citizens.

The Pledge of Allegiance was recited.

Agenda Amendments: Add to Unfinished Business: Memorandum of Understanding-Trout Lake Project. MOTION WAS MADE BY MARLENE AND SECONDED BY JANIS TO ADD MOU-TROUT LAKE PROJECT TO UNFINISHED BUSINESS. MOTION CARRIED.

Approval of Meeting Minutes May 2nd, 2017: MOTION WAS MADE BY JANIS AND SECONDED BY MARLENE TO ACCEPT THE MINUTES AS PRINTED. MOTION CARRIED.

Correspondence: Mayor Allen read an email from Marcia Gray-attached.

Clerk-Treasurer's Report: Amy asked the council if there were any questions. Janis asked about how much was the Crow Wing Power bill. Amy said that it was around \$100. Barb asked why the CTAS didn't show a "Road & Bridge" fund. Amy explained that Justin Clasen said that they could not put a beginning balance into the fund because there was never any money transferred into it. She explained that the Office of the State Auditor said that there was no need to have a separate fund for "Road & Bridge" and that they do not require it. Amy read the email from Justin Clasen-attached. Amy stated that she looked back in minutes from 2008 & 2009 and couldn't find a motion or resolution stating the start of a "Road & Bridge" fund and couldn't find information on a transfer of funds. Barb said that it is in the minutes books. MOTION WAS MADE BY BARB AND SECONDED BY MARLENE TO PAY THE BILLS AS LISTED INCLUDING CROW WING POWER AND CROSSLAKE COMMUNICATIONS. MOTION CARRIED. Check numbers 3052 through 3058 have been approved for a total amount of \$ 6,543.80.

Planning & Zoning Report:Darrin Welle was unable to attend, P&Z Report attached. Mayor Allen read the report to the council.

OPEN FORUM:

Unfinished Business:

Employee vs. Contractor Pay for Members: IRS information-attached. Mayor Allen said that he couldn't find anything in the IRS email that talked about city council and that he was not convinced that the council should be paid as employees. Janis said that the city has never been told this before. Amy stated that Justin Clasen told her that they had brought up employee vs. contractor in a previous audit, in the communications letter. Janis and Mayor Allen both stated that they think the city needs to do more research into this matter. MOTION WAS MADE BY MARLENE AND SECONDED BY JANIS TO TABLE "EMPLOYEE VS. CONTRACTOR" TO A LATER DATE UNTIL WE CAN DO MORE RESEARCH. MOTION CARRIED.

Complaint MB Lodge Fireworks: Mayor Allen suggested that Marlene recuse herself from the discussion. Marlene stated that she was recusing herself from the discussion. Mayor Allen read an email from City Attorney Andy Kalis-attached. Mayor Allen said that given this email, I don't see that there is anything that we can or should do. We had a complaint, we recognized and addressed it and no action was taken. Barb suggested that the fireworks issue be brought up in the June 2018 meeting and consider

DRAFT

issuing permits for fireworks use. Mayor Allen said that the city could take a look at doing that. MOTION WAS MADE BY BARB AND SECONDED BY JANIS TO READDRESS FIREWORKS USE ON OR BEFORE THE JUNE 2018 MEETING. MOTION CARRIED.

Zoning ordinance Violation Form & Citizen Complaint policy/Complaint Log Form; All three samples of forms are attached. Mayor Allen said that this generated from a discussion at a Planning & Zoning Meeting and Darrin Welle was asked to provide the council with some sample forms. Mayor Allen stated that these are just examples and we don't necessarily need to make a decision on this tonight. Janis said that she thought it was a good idea and Barb agreed. Marlene said she thinks it's something that the city needs to initiate. Amy suggested adding "possible" to the violation form, since there may not be an actual violation. Mayor Allen read "Notice under the Minnesota Government Data Practices Act" (on form) and stated that he liked that it was included on the form, along with the "city use section" showing who it was reviewed and followed up by. MOTION WAS MADE BY JANIS AND SECONDED BY MARLENE TO SEND THE "COMPLAINT POLICY" AND "POSSIBLE/ALLEGED ZONING ORDINANCE VIOLATION" FORM TO CITY ATTORNEY ANDY KALIS FOR REVIEW. MOTION CARRIED.

Larry Wannebo-including citizen comments in minutes, request to take formal action; Amy included samples of sign in sheet & policy-attached. Mayor Allen said that this was back on the agenda again because minutes weren't clear of our action. He asked what the council wanted to do. Amy said that she thinks that the open forum discussion should be included in the minutes. I think a sign in sheet is the best way to go, it'll show the city's policy of open forum and how it's included in the minutes. It would have the citizens name and the topic they discussed. Mayor Allen said why even have it if it only states their name and the topic. Amy said because it has been brought up by the citizens of this city, that they want it in the minutes. Marlene said that people might think that it is the opinion of the council. Amy stated that the policy and sign in sheet would state that "this is not the opinion of the city council" and that Andy Kalis had already given examples of how to address this in his memo. Janis said that she thought that people just want to get their name in the paper. Mayor Allen said that legally the city does not have to hold open forum. Amy said she was very well aware of that. Janis said that she was anxious to not have it, that there is constant badgering, not every city does this and I'm against it. Marlene said that we haven't had this in the past and doesn't know what the big deal is to have it now. Amy stated that people are asking for it, that's why. MOTION WAS MADE BY AMY FOR THE CITY TO CREATE A SIGN IN SHEET WITH NAME AND TOPIC AND THAT IT BE INCLUDED IN THE MINUTES. MOTION FAILED BECAUSE THERE WAS NO SECOND.

MOTION WAS MADE BY JANIS AND SECONDED BY BARB TO NOT INCLUDE OPEN FORUM NAMES OR COMMENTS IN THE MINUTES. BARB, JANIS & MARLENE-AYE. AMY-OPPOSED. MOTION CARRIED.

Memorandum of Understanding-Trout lake project; Mayor Allen received an email stating that the MOU has been signed by all parties and Soil & Water is accepting bids in August for the installation. They are still working on the amendment proposed by WAPOA.

OPEN FORUM:

New Business: Bid for Class 5 on Satchell Rd. & brush cutting right of way on Goldenstein Rd.; Mayor Allen stated that it was a verbal bid from Isaac because his secretary was out. Brush Cutting: \$350 and 2" Class 5: \$2,500 for a total of \$2,850. Isaac said that 2" of Class 5 would be sufficient. Mayor Allen explained that the city was given \$7,500 from the "gas tax" to maintain roads and that if it

wasn't used the city would have to give it back to the state. MOTION WAS MADE BY BARB AND SECONDED BY MARLENE TO GO AHEAD WITH THE 2" OF CLASS 5 AND BRUSH CUTTING. MOTION CARRIED.

2018 Budget: Amy provided budget report and disbursements ledger-attached. Barb, Janis and Mayor Allen all agreed that they didn't see any need to adjust the budget. Barb asked why the budget didn't show "Road & Bridge" funds. Barb brought the 2008 minutes book out to find a resolution or motion that created the "Road & Bridge" fund. It was not found. Mayor Allen stated that if we couldn't find a resolution or motion that we could make one for a "Road & Bridge" but that we needed to try to find that information. Barb said that she would spend some time looking through the minutes books to find the resolution or motion before next months meeting. Amy asked if donation requests needed to be brought up or if those should go to the next month's meeting. Mayor Allen said to put them on next month's meeting.

Camille Gridley-request to post monthly financial reports & attachments to minutes on city website: Mayor Allen said that he was against posting financials on the website. Janis said that the attachments should be posted with the minutes. Marlene said she couldn't see posting the amount of money we have on hand on the website. Amy said that it is common practice, she checked with Crosslake and Fifty Lakes, they post monthly financials. She spoke with the League of Minnesota Cities and the Office of the State Auditor both said it is public information and many cities post this on their websites. Mayor Allen stated that he didn't know how we could be any more transparent, It seems like we are constantly getting blasted. MOTION WAS MADE BY JANIS AND SECONDED BY MARLENE TO INCLUDE CLAIMS & RECEIPTS AND ATTACHMENTS FOR MINUTES AND POST TO THE CITY WEBSITE. MOTION CARRIED.

Payroll Services from Justin, Clasen & Company: Mayor Allen stated that there was no need for this right now, we don't have any employees. MOTIN WAS MADE BY JANIS AND SECONDED BY MARLENE TO TABLE PAYROLL SERVICES UNTIL WE FIND OUT MORE INFORMATION ON EMPLOYEE VS. CONTRACTOR. MOTION CARRIED.

MOTION WAS MADE BY MARLENE AND SECONDED BY JANIS TO ADJOURN. MOTION CARRIED.

Mayor Allen adjourned the meeting at 8:40pm

Amy Wannebo Clerk-Treasurer

Mayor/Council Member

Amy Wannebo

From: mjgray@nntc.net
Sent: Monday, July 31, 2017 10:08 AM
To: Amy Wannebo
Subject: Re: August 2017 Agenda

City of Manhattan Beach

Manhattan Beach, Mn

July 31, 2017

To the Citizens of Manhattan Beach, the City Council members, Mayor Paul Allen, and the Planning and Zoning Board,

The Board of Directors of Manhattan Villas wishes to thank all of you for your efforts in granting permits and allowing the request for the variance of the Manhattan Villa rebuild project.

It is through your efforts and cooperation that the project is well on its way to completion. It is our vision that the Villas will be a multi-residential building that the citizens of the City of Manhattan Beach will be proud to have within their city limits.

Sincerely,

Marcia Gray

Owner and President of the Board of Directors of Manhattan Villas Apartment Owners Assoc., Inc.

On 2017-07-27 11:40, Amy Wannebo wrote:

Attached August 2017 Agenda

Amy A Wannebo

City Clerk-Treasurer

City of Manhattan Beach

39148 County Road 66

Amy Wannebo

From: Chris Clasen <CCLasen@lakesareacpas.com>
Sent: Wednesday, July 12, 2017 9:35 AM
To: Amy Wannebo
Cc: Jennie Clasen; Jane Erickson
Subject: Follow-up
Attachments: Engagement Letter Payroll Services 2017.pdf

Amy,

The below is a recap of our meeting yesterday.

We are not aware of any restrictions from the State Auditor's office or any other authoritative body that has required the City to put money into a "road and bridge fund" for *Northgate Lane*.

If the City intended to start one in previous years or it desires to start one now, a transfer from the General fund is all that's needed. Once the money is in the new fund it should be spent on the designated project. If the City decides not to do the intended project it can transfer the money back to the General fund at any time.

General government building improvements should be kept in the general fund. You can budget for these improvements each year but it should be included in the general fund capital outlay account.

After our adjustments today the Cities CTAS records match the audit and your cash control sheet going into 2017 is an accurate representation of your cash available .

I've also attached a payroll engagement letter for the City to review.

Please call with questions

Christopher M. Clasen, CPA

Justin, Clasen & Company, Ltd.
Certified Public Accountants & Consultants
PO box 90
Pequot Lakes, MN 56472
(218)568-5242 phone
(218)568-8680 fax
www.lakesareacpas.com

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202 12th Street NE
P.O. Box 219
Staples, MN 56479

July 31, 2017

City of Manhattan Beach
39148 County Road 66
Manhattan Beach, MN 56442

RE: August Report

Mayor and City Council,

1. The Planning Commission did not meet in July since there was no items to address.
2. One land use permit was issued to Eric Reichert at Wall Street for a detached garage.

I do not plan to be in attendance at your upcoming meeting. If you have any questions or concerns, feel free to contact me at (218) 895-4142 or darrin.welle@njpacoop.org.

Sincerely,

Darrin Welle
Zoning Administrator



Independent Contractor (Self-Employed) or Employee?

[Español](#) | [中文](#) | [한국어](#) | [Tiếng Việt](#) | [Русский](#)

It is critical that business owners correctly determine whether the individuals providing services are employees or independent contractors.

Generally, you must withhold income taxes, withhold and pay Social Security and Medicare taxes, and pay unemployment tax on wages paid to an employee. You do not generally have to withhold or pay any taxes on payments to independent contractors.

Select the Scenario that Applies to You:

- **I am an independent contractor or in business for myself**
If you are a business owner or contractor who provides services to other businesses, then you are generally considered self-employed. For more information on your tax obligations if you are self-employed (an independent contractor), see our [Self-Employed Tax Center](#).
- **I hire or contract with individuals to provide services to my business**
If you are a business owner hiring or contracting with other individuals to provide services, you must determine whether the individuals providing services are employees or independent contractors. Follow the rest of this page to find out more about this topic and what your responsibilities are.

Determining Whether the Individuals Providing Services are Employees or Independent Contractors

Before you can determine how to treat payments you make for services, you must first know the business relationship that exists between you and the person performing the services. The person performing the services may be -

- An [independent contractor](#)
- An [employee](#) (common-law employee)
- A [statutory employee](#)
- A [statutory nonemployee](#)
- A [government worker](#)

In determining whether the person providing service is an employee or an independent contractor, all information that provides evidence of the degree of control and independence must be considered.

Common Law Rules

Facts that provide evidence of the degree of control and independence fall into three categories:

1. **Behavioral:** Does the company control or have the right to control what the worker does and how the worker does his or her job?
2. **Financial:** Are the business aspects of the worker's job controlled by the payer? (these include things like how worker is paid, whether expenses are reimbursed, who provides tools/supplies, etc.)
3. **Type of Relationship:** Are there written contracts or employee type benefits (i.e. pension plan, insurance, vacation pay, etc.)? Will the relationship continue and is the work performed a key aspect of the business?

Businesses must weigh all these factors when determining whether a worker is an employee or independent contractor. Some factors may indicate that the worker is an employee, while other factors indicate that the worker is an independent contractor. There is no "magic" or set number of factors that "makes" the worker an employee or an independent contractor, and no one factor stands alone in making this determination. Also, factors which are relevant in one situation may not be relevant in another.

The keys are to look at the entire relationship, consider the degree or extent of the right to direct and control, and finally, to document each of the factors used in coming up with the determination.

Form SS-8

If, after reviewing the three categories of evidence, it is still unclear whether a worker is an employee or an independent contractor, [Form SS-8, Determination of Worker Status for Purposes of Federal Employment Taxes and Income Tax Withholding](#) (PDF) can be filed with the IRS. The form may be filed by either the business or the worker. The IRS will review the facts and circumstances and officially determine the worker's status.

Be aware that it can take at least six months to get a determination, but a business that continually hires the same types of workers to perform particular services may want to consider filing the [Form SS-8](#) (PDF).

Employment Tax Obligations

Once a determination is made (whether by the business or by the IRS), the next step is filing the appropriate forms and paying the associated taxes.

- [Forms and associated taxes for independent contractors](#)

- [Forms and associated taxes for employees](#)

Employment Tax Guidelines

There are specific employment tax guidelines that must be followed for certain industries.

- [Employment Tax Guidelines: Classifying Certain Van Operators in the Moving Industry \(PDF\)](#)
- [Employment Tax Procedures: Classification of Workers within the Limousine Industry \(PDF\)](#)

Misclassification of Employees

Consequences of Treating an Employee as an Independent Contractor

If you classify an employee as an independent contractor and you have no reasonable basis for doing so, you may be held liable for employment taxes for that worker (the relief provisions, discussed below, will not apply). See Internal Revenue Code section 3509 for more information.

Relief Provisions

If you have a reasonable basis for not treating a worker as an employee, you may be relieved from having to pay employment taxes for that worker. To get this relief, you must file all required federal information returns on a basis consistent with your treatment of the worker. You (or your predecessor) must not have treated any worker holding a substantially similar position as an employee for any periods beginning after 1977. See [Publication 1976, Section 530 Employment Tax Relief Requirements \(PDF\)](#) for more information.

Misclassified Workers Can File Social Security Tax Form

Workers who believe they have been improperly classified as independent contractors by an employer can use Form 8919, Uncollected Social Security and Medicare Tax on Wages to figure and report the employee's share of uncollected Social Security and Medicare taxes due on their compensation. See the full article [Misclassified Workers to File New Social Security Tax Form](#) for more information.

Voluntary Classification Settlement Program

The [Voluntary Classification Settlement Program \(VCSP\)](#) is a new optional program that provides taxpayers with an opportunity to reclassify their workers as employees for future tax periods for employment tax purposes with partial relief from federal employment taxes for eligible taxpayers that agree to prospectively treat their workers (or a class or group of workers) as employees. To participate in this new voluntary program, the taxpayer must meet certain eligibility requirements, apply to participate in the VCSP by filing Form 8952, Application for Voluntary Classification Settlement Program, and enter into a closing agreement with the IRS.

[Rate the Small Business and Self-Employed Website](#)

Page Last Reviewed or Updated: 18-Apr-2017

Paul Allen

From: "Andrew Kalis" <andrewk@rbklaw.net>
To: "Paul Allen" <paulphr@crosslake.net>
Sent: Tuesday, August 01, 2017 4:48 PM
Mayor:

Per the council's direction, I was able to make contact with the Crow Wing County Attorney's Office. They had nothing forwarded to them from the Sheriff's office. They contacted the Sheriff's office for me, and the Sheriff's office says that they are not forwarding anything to the County Attorney's Office, which I feel means they do not feel there is enough to bring criminal charges against anyone.

I also received a call from Tim Keane, who is the attorney for Manhattan Beach Lodge. He was asking if there is any specific action that is being taken at tonight's meeting and I explained that I was not aware of anything other than that you would want to discuss whatever action the Crow Wing County Attorney's Office is going to take. I do not think the County Attorney's Office is going to take any action, because it sounds like the Sheriff's Office is not going to recommend anything further here. Mr. Keane was very clear that any fireworks use was not the action of Manhattan Beach Lodge and was entirely the action of independent persons whom the Lodge had no duty or ability to exercise control over. Mr. Keane also indicated that the owner of the Lodge will be present at tonight's meeting.

I do not believe the City has an ordinance that forbids use of fireworks within City limits. If the fireworks being used by persons violate Minnesota law, then it's really up to the County to enforce Minnesota law, which means that the Sheriff's Office would normally have to arrest violators or otherwise enforce state law for any illegal fireworks. The City could look into creating its own fireworks ordinance, but I think that any such ordinance would have to be done in conjunction with the Crow Wing County Sheriff's Office, since they are the primary police force the City relies upon and as such, they are the agency that would enforce any such ordinance.

I have not received any information about the status of the Big Trout Lake Project lately.

These are all of the updates I have to date. Do not hesitate to contact me with any questions or concerns.

Andy

Andrew B. Kalis
Ryan, Brucker & Kalis, Ltd.
201 Minnesota Avenue N.
P.O. Box 388
Aitkin, MN 56431
Telephone (218) 927-2136
Facsimile (218) 927-6114

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8/2/2017

City of Manhattan Beach Citizen Complaint Policy

POLICY:

When a citizen has a complaint about anything related to activities and responsibilities of the City, they shall file a signed complaint in writing. This form will be provided by the City and may be requested at City Clerk's Office. It is also available on the city's website. The form can be dropped off, sent by US Mail, or by e-mail. The complainant's name is not considered public data and will not be publicly noted.

PROCEDURE:

1. The City Clerk will forward a completed form to the proper department/organization or to the City Council for determination of what, if any, action shall be taken.
2. Telephone complaints will not be accepted.
3. Anonymous complaints will not be considered valid and action will not be taken.
4. Staff will conduct an investigation. Appropriate action will be taken and then documented on the Concern Log.
5. The actions or steps taken in step (4) above shall be considered to be final; however, they may be appealed to the City Council for review and consideration.
6. Once action has been taken, the Council may decline to address the same complaint more than once during a three month period of time.
7. Upon the completion of any said action, the complainant will be notified of action taken.
8. It is the policy of the City to work with citizens to properly remedy and resolve all concerns in a courteous manner. Staff may request a meeting with the parties involved to review the actions or steps to be taken to remedy or resolve the matter. Staff may request a member of the City Council or Planning Commission to be present at such a meeting.

Policy Approval:

Mayor:

Date:

CITY OF MANHATTAN BEACH
REPORT A "ZONING ORDINANCE" VIOLATION

To report an ordinance violation to the City of Manhattan Beach, please complete the following form. No City action will be taken if the contact information section is not complete. A daytime phone number must be included.

Address where violation was observed:

Nature of violation:

Your contact information*:

Name: _____

Address: _____

Daytime Phone: _____

**Notice under the Minnesota Government Data Practices Act: The City collects your personal information on this form to help investigate the complaint and inform you of the results. The data from this form will be used by the city clerk or the person who is investigating the complaint on behalf of the City. Anonymous complains will not be considered valid and action will not be taken. Your name and personal information are classified as "confidential data" and will not be made public in accordance with MN Statute 13.44, subdivision 1 and MN Statute 13.02, subdivision 3.*

This section for City use only:

Reviewed by: _____

Actions taken / procedures followed or see attached: _____

City of Manhattan Beach
City Hall
39148 County Rd 66
Manhattan Beach, MN 56442

City Received _____
City Follow up provided on _____
Follow up provided by _____
Follow up method used _____

CITIZEN CONCERN LOG

[illegible]

Example

Village of Elk Mound

Date: _____

CITIZEN FORUM SIGN IN SHEET
Citizen must be signed in by 7:00 p.m.

1. No discussion allowed from visitors during the course of the meeting unless requested by the Board.
2. At the appropriate time, each visitor can be recognized and allowed to speak for no more than three (3) minutes.
3. If a speaker purports to speak for an organization, club or others so as to lead the Board to believe that a number of persons support a position, then such person shall state how that position was developed by the group.
4. The board cannot take any action unless the subject is placed on the agenda.

RESTRICTIONS

If the presiding officer decides that the comments are not relevant or abusive, the presiding officer may:

1. Order the citizen to modify his or her comments;
2. Order the citizen to refrain from speaking;
3. Order the citizen to leave the board chambers; or
4. Take such other steps as may be necessary to ensure the efficient conduct of the Village Board's business.

| | NAME | ADDRESS | PHONE NO. | SUBJECT |
|----|------|---------|-----------|---------|
| 1 | | | | |
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Example Policy

The Public Comment period is reserved for citizen testimony on items on the agenda.

Comments will not be accepted on ordinances or communication items forwarded to the Council by the Hearing Examiner for which a public hearing has already been held. The Clerk will announce these items at each meeting prior to Public Comment.

Comments will be limited to five minutes, unless otherwise announced by the presiding officer.

Speakers may address the Council once during the Public Comment period.

Please write your name on the sign-in sheet on the table at the back of the Council Chambers.

The Mayor or presiding officer will begin the Public Comment period by calling names from the sign-in sheet. If you did not place your name on the sign-in sheet, you may approach the podium following those that signed in.

You should approach the podium and identify yourself and topic(s) on the agenda you will address for the public record. Please address all remarks to the Council as a whole.

The Council may allow testimony on a resolution or ordinance at a time other than the Public Comment period if the item is new or has substantially changed.

You also may provide the Council with written comments or materials (5 copies).

You may also address the Council under Citizens' Forum at the Council meeting on the second Tuesday of each month or at any public hearings

City of Manhattan Beach
Budget Report With Original Budgets

100: General Fund

8/1/2017

Receipts

| | Original | Revised |
|---|--------------------|--------------------|
| General Property Taxes (31001 through 31299)(31001) | \$70,000.00 | \$70,000.00 |
| Building Permits (Excludes surcharge)(32210) | \$1,000.00 | \$1,000.00 |
| Receipts Total | \$71,000.00 | \$71,000.00 |

City of Manhattan Beach
Budget Report With Original Budgets

100: General Fund

8/1/2017

Disbursements

| | Original | Revised |
|--|--------------------|--------------------|
| General Government(41001) | | |
| OFFICE SUPPLIES (201 through 209)(200) | \$2,064.00 | \$2,064.00 |
| Operating Supplies (211 through 219)(210) | \$400.00 | \$400.00 |
| Insurance (361 through 369)(360) | \$2,000.00 | \$2,000.00 |
| Council/Town Board(41110) | | |
| Wages and Salaries: Full-time Employees-Regular(101) | \$6,180.00 | \$6,180.00 |
| Training(437) | \$300.00 | \$300.00 |
| Recording and Reporting(41420) | | |
| Printing and Binding: Legal Notices Publishing(351) | \$800.00 | \$800.00 |
| Clerk(41425) | | |
| Wages and Salaries: Full-time Employees-Regular(101) | \$7,500.00 | \$7,500.00 |
| Accounting(41530) | | |
| Professional Services: Auditing and Accounting Services(301) | \$5,000.00 | \$5,000.00 |
| City/Town Attorney(41610) | | |
| Professional Services: Legal Fees(304) | \$4,000.00 | \$4,000.00 |
| Planning and Zoning(41910) | | |
| Wages and Salaries: Full-time Employees-Regular(101) | \$6,000.00 | \$6,000.00 |
| PROFESSIONAL SERVICES (301 through 319)(300) | \$456.00 | \$456.00 |
| Professional Services: Engineering Fees(303) | \$3,500.00 | \$3,500.00 |
| Training(437) | \$300.00 | \$300.00 |
| General Government Buildings and Plant(41940) | | |
| Utility Services (381 through 389)(380) | \$3,000.00 | \$3,000.00 |
| Fire Administration(42210) | | |
| PROFESSIONAL SERVICES (301 through 319)(300) | \$14,500.00 | \$14,500.00 |
| Ice and Snow Removal(43125) | | |
| PROFESSIONAL SERVICES (301 through 319)(300) | \$2,000.00 | \$2,000.00 |
| Disbursements Total | \$58,000.00 | \$58,000.00 |

01/01/2017 To 12/31/2017

Fund Name: General Fund
 Account Number: 100-41001-110
 Account Name: General Government
 Object Code Name: Other Pay (111 through 119)

Budget \$0.00

| Date | Description | Check Number | Amount Paid | Year To Date Paid | Budget Balance |
|----------|-----------------------|--------------|-------------|-------------------|----------------|
| 8/1/2017 | Initiative Foundation | 3055 | \$100.00 | \$100.00 | (\$100.00) |

Fund Name: General Fund
 Account Number: 100-41001-200
 Account Name: General Government
 Object Code Name: OFFICE SUPPLIES (201 through 209)

Budget \$2,064.00

| Date | Description | Check Number | Amount Paid | Year To Date Paid | Budget Balance |
|------|-------------|--------------|-------------|-------------------|----------------|
| | Budget | | | | \$2,064.00 |

Fund Name: General Fund
 Account Number: 100-41001-201
 Account Name: General Government
 Object Code Name: Office Supplies: Accessories (staplers, pencil sharpeners, etc.)

Budget \$0.00

| Date | Description | Check Number | Amount Paid | Year To Date Paid | Budget Balance |
|----------|-------------|--------------|-------------|-------------------|----------------|
| 1/3/2017 | G&S Plants | 2985 | \$50.00 | \$50.00 | (\$50.00) |

Fund Name: General Fund
 Account Number: 100-41001-203
 Account Name: General Government
 Object Code Name: Office Supplies: Printed Forms and Paper

Budget \$0.00

| Date | Description | Check Number | Amount Paid | Year To Date Paid | Budget Balance |
|-----------|--------------|--------------|-------------|-------------------|----------------|
| 1/22/2017 | Office Depot | Debit 1/22 | \$37.73 | \$37.73 | (\$37.73) |

Fund Name: General Fund
 Account Number: 100-41001-204
 Account Name: General Government
 Object Code Name: Office Supplies: Envelopes and Letterheads

Budget \$0.00

| Date | Description | Check Number | Amount Paid | Year To Date Paid | Budget Balance |
|-----------|---------------|--------------|-------------|-------------------|----------------|
| 3/9/2017 | Office Depot | Debit 3/9 | \$12.93 | \$12.93 | (\$12.93) |
| 3/30/2017 | Office Depot | Debit | \$64.71 | \$77.64 | (\$77.64) |
| 5/2/2017 | Frandsen Bank | debit 4 | \$25.00 | \$102.64 | (\$102.64) |

Fund Name: General Fund
 Account Number: 100-41001-207
 Account Name: General Government
 Object Code Name: Office Supplies: Training and Instructional Supplies

Budget \$0.00

| Date | Description | Check Number | Amount Paid | Year To Date Paid | Budget Balance |
|-----------|-------------------------|--------------|-------------|-------------------|----------------|
| 2/21/2017 | Minnesota State Auditor | 2991 | \$300.00 | \$300.00 | (\$300.00) |

Fund Name: General Fund
 Account Number: 100-41001-210
 Account Name: General Government
 Object Code Name: Operating Supplies (211 through 219)

Budget \$400.00

| Date | Description | Check Number | Amount Paid | Year To Date Paid | Budget Balance |
|------|-------------|--------------|-------------|-------------------|----------------|
| | Budget | | | | \$400.00 |

01/01/2017 To 12/31/2017

| | | | | | |
|--------------------------|---|---------------------|--------------------|--------------------------|-----------------------|
| Fund Name: | General Fund | Budget | \$0.00 | | |
| Account Number: | 100-41001-223 | | | | |
| Account Name: | General Government | | | | |
| Object Code Name: | Repair and Maintenance Supplies: Building Repair Supplies | | | | |
| <u>Date</u> | <u>Description</u> | <u>Check Number</u> | <u>Amount Paid</u> | <u>Year To Date Paid</u> | <u>Budget Balance</u> |
| 4/4/2017 | Stanley Steemer | 3022 | \$798.91 | \$798.91 | (\$798.91) |
| 5/2/2017 | Crosslake Lutheran Youth Group | 3031 | \$300.00 | \$1,098.91 | (\$1,098.91) |

| | | | |
|--------------------------|---|---------------|--------|
| Fund Name: | General Fund | Budget | \$0.00 |
| Account Number: | 100-41001-301 | | |
| Account Name: | General Government | | |
| Object Code Name: | Professional Services: Auditing and Accounting Services | | |

| <u>Date</u> | <u>Description</u> | <u>Check Number</u> | <u>Amount Paid</u> | <u>Year To Date Paid</u> | <u>Budget Balance</u> |
|-------------|---------------------------------|---------------------|--------------------|--------------------------|-----------------------|
| 4/4/2017 | Crow Wing County- Land Services | 3024 | \$15.00 | \$15.00 | (\$15.00) |
| 7/5/2017 | Justin Clasen & Company, LTD. | 3044 | \$3,100.00 | \$3,115.00 | (\$3,115.00) |

| | | | | | |
|--------------------------|-----------------------------------|---------------------|--------------------|--------------------------|-----------------------|
| Fund Name: | General Fund | Budget | \$0.00 | | |
| Account Number: | 100-41001-304 | | | | |
| Account Name: | General Government | | | | |
| Object Code Name: | Professional Services: Legal Fees | | | | |
| <u>Date</u> | <u>Description</u> | <u>Check Number</u> | <u>Amount Paid</u> | <u>Year To Date Paid</u> | <u>Budget Balance</u> |
| 3/7/2017 | Breen & Person, Ltd. | 3006* | \$350.00 | \$350.00 | (\$350.00) |

| | | | | | |
|--------------------------|---------------------------|----------------------------|---------------------------|---------------------------------|------------------------------|
| Fund Name: | General Fund | Budget | | | \$0.00 |
| Account Number: | 100-41001-321 | | | | |
| Account Name: | General Government | | | | |
| Object Code Name: | Communications: Internet | | | | |
| <u>Date</u> | <u>Description</u> | <u>Check Number</u> | <u>Amount Paid</u> | <u>Year To Date Paid</u> | <u>Budget Balance</u> |
| 2/21/2017 | Crosslake Communications | 2997 | \$137.38 | \$137.38 | (\$137.38) |
| 3/7/2017 | Crosslake Communications | 3007 | \$70.24 | \$207.62 | (\$207.62) |
| 4/4/2017 | Crosslake Communications | 3017 | \$68.18 | \$275.80 | (\$275.80) |
| 5/2/2017 | Crosslake Communications | 3027 | \$68.18 | \$343.98 | (\$343.98) |
| 6/6/2017 | Crosslake Communications | 3033 | \$68.18 | \$412.16 | (\$412.16) |
| 7/5/2017 | Crosslake Communications | 3048 | \$68.18 | \$480.34 | (\$480.34) |

| | | | | | |
|--------------------------|------------------------------------|---------------------|--------------------|--------------------------|-----------------------|
| Fund Name: | General Fund | Budget | \$0.00 | | |
| Account Number: | 100-41001-322 | | | | |
| Account Name: | General Government | | | | |
| Object Code Name: | Communications: Postage | | | | |
| <u>Date</u> | <u>Description</u> | <u>Check Number</u> | <u>Amount Paid</u> | <u>Year To Date Paid</u> | <u>Budget Balance</u> |
| 1/3/2017 | Crow Wing County Auditor-Treasurer | 2988 | \$114.54 | \$114.54 | (\$114.54) |
| 1/24/2017 | Post Master | Debit 1/24 | \$49.42 | \$163.96 | (\$163.96) |
| 3/10/2017 | Post Office | Debit 3/10 | \$6.65 | \$170.61 | (\$170.61) |

| | | | | | |
|--------------------------|--------------------------------|---------------------|--------------------|--------------------------|-----------------------|
| Fund Name: | General Fund | Budget | \$0.00 | | |
| Account Number: | 100-41001-331 | | | | |
| Account Name: | General Government | | | | |
| Object Code Name: | Transportation: Travel Expense | | | | |
| <u>Date</u> | <u>Description</u> | <u>Check Number</u> | <u>Amount Paid</u> | <u>Year To Date Paid</u> | <u>Budget Balance</u> |
| 3/7/2017 | Amy Wannebo | 3011* | \$128.30 | \$128.30 | (\$128.30) |
| 5/2/2017 | Amy Wannebo | 3030 | \$96.51 | \$224.81 | (\$224.81) |

01/01/2017 To 12/31/2017

| | | | |
|--------------------------|--|---------------|--------|
| Fund Name: | General Fund | Budget | \$0.00 |
| Account Number: | 100-41001-351 | | |
| Account Name: | General Government | | |
| Object Code Name: | Printing and Binding: Legal Notices Publishing | | |

| <u>Date</u> | <u>Description</u> | <u>Check Number</u> | <u>Amount Paid</u> | <u>Year To Date Paid</u> | <u>Budget Balance</u> |
|-------------|--------------------|---------------------|--------------------|--------------------------|-----------------------|
| 1/3/2017 | Northland Press | 2987 | \$153.00 | \$153.00 | (\$153.00) |
| 2/21/2017 | Northland Press | 2998 | \$114.75 | \$267.75 | (\$267.75) |
| 4/4/2017 | Northland Press | 3019 | \$93.50 | \$361.25 | (\$361.25) |
| 6/6/2017 | Northland Press | 3034 | \$131.75 | \$493.00 | (\$493.00) |
| 6/6/2017 | Northland Press | 3041 | \$68.00 | \$561.00 | (\$561.00) |
| 7/5/2017 | Northland Press | 3045 | \$80.75 | \$641.75 | (\$641.75) |

| | | | |
|--------------------------|-----------------------------|---------------|------------|
| Fund Name: | General Fund | Budget | \$2,000.00 |
| Account Number: | 100-41001-360 | | |
| Account Name: | General Government | | |
| Object Code Name: | Insurance (361 through 369) | | |

| <u>Date</u> | <u>Description</u> | <u>Check Number</u> | <u>Amount Paid</u> | <u>Year To Date Paid</u> | <u>Budget Balance</u> |
|-------------|--------------------|---------------------|--------------------|--------------------------|-----------------------|
| | Budget | | | | \$2,000.00 |

| | | | |
|--------------------------|------------------------------|---------------|--------|
| Fund Name: | General Fund | Budget | \$0.00 |
| Account Number: | 100-41001-361 | | |
| Account Name: | General Government | | |
| Object Code Name: | Insurance: General Liability | | |

| <u>Date</u> | <u>Description</u> | <u>Check Number</u> | <u>Amount Paid</u> | <u>Year To Date Paid</u> | <u>Budget Balance</u> |
|-------------|----------------------------|---------------------|--------------------|--------------------------|-----------------------|
| 7/5/2017 | League of Minnesota Cities | 3049 | \$4,822.29 | \$4,822.29 | (\$4,822.29) |

| | | | |
|--------------------------|--------------------------------------|---------------|--------|
| Fund Name: | General Fund | Budget | \$0.00 |
| Account Number: | 100-41001-381 | | |
| Account Name: | General Government | | |
| Object Code Name: | Utility Services: Electric Utilities | | |

| <u>Date</u> | <u>Description</u> | <u>Check Number</u> | <u>Amount Paid</u> | <u>Year To Date Paid</u> | <u>Budget Balance</u> |
|-------------|--------------------|---------------------|--------------------|--------------------------|-----------------------|
| 2/21/2017 | Crow Wing Power | 3002 | \$411.00 | \$411.00 | (\$411.00) |
| 3/7/2017 | Crow Wing Power | 3013 | \$160.00 | \$571.00 | (\$571.00) |
| 4/4/2017 | Crow Wing Power | 3023 | \$162.00 | \$733.00 | (\$733.00) |
| 5/15/2017 | Crow Wing Power | 3032 | \$112.00 | \$845.00 | (\$845.00) |
| 6/9/2017 | Crow Wing Power | 3039 | \$88.00 | \$933.00 | (\$933.00) |
| 7/12/2017 | Crow Wing Power | 3051 | \$60.00 | \$993.00 | (\$993.00) |

| | | | |
|--------------------------|-----------------------------------|---------------|--------|
| Fund Name: | General Fund | Budget | \$0.00 |
| Account Number: | 100-41001-384 | | |
| Account Name: | General Government | | |
| Object Code Name: | Utility Services: Refuse Disposal | | |

| <u>Date</u> | <u>Description</u> | <u>Check Number</u> | <u>Amount Paid</u> | <u>Year To Date Paid</u> | <u>Budget Balance</u> |
|-------------|-------------------------|---------------------|--------------------|--------------------------|-----------------------|
| 2/21/2017 | Pequot Lakes Sanitation | 2996 | \$36.75 | \$36.75 | (\$36.75) |
| 4/4/2017 | Pequot Lakes Sanitation | 3018 | \$36.75 | \$73.50 | (\$73.50) |
| 7/5/2017 | Pequot Lakes Sanitation | 3043 | \$100.25 | \$173.75 | (\$173.75) |

| | | | |
|--------------------------|--|---------------|--------|
| Fund Name: | General Fund | Budget | \$0.00 |
| Account Number: | 100-41001-401 | | |
| Account Name: | General Government | | |
| Object Code Name: | Repairs and Maintenance - Contractual: Buildings | | |

| <u>Date</u> | <u>Description</u> | <u>Check Number</u> | <u>Amount Paid</u> | <u>Year To Date Paid</u> | <u>Budget Balance</u> |
|-------------|------------------------------|---------------------|--------------------|--------------------------|-----------------------|
| 1/1/2017 | Hanson Property Services LLC | 2317a 3015 | \$32.50 | \$32.50 | (\$32.50) |

01/01/2017 To 12/31/2017

Fund Name: General Fund **Budget** \$0.00
Account Number: 100-41001-403
Account Name: General Government
Object Code Name: Repairs and Maintenance - Contractual: Improvements Other Than Buildings

| <u>Date</u> | <u>Description</u> | <u>Check Number</u> | <u>Amount Paid</u> | <u>Year To Date Paid</u> | <u>Budget Balance</u> |
|-------------|-----------------------------------|---------------------|--------------------|--------------------------|-----------------------|
| 2/21/2017 | Martin Joyce Septic Service, LLC | 3000 | \$100.00 | \$100.00 | (\$100.00) |
| 6/6/2017 | Adam's Pest Control, INC. -Nisswa | 3037 | \$106.30 | \$206.30 | (\$206.30) |
| 7/5/2017 | Wannebo Excavating | 3050 | \$105.00 | \$311.30 | (\$311.30) |

Fund Name: General Fund **Budget** \$0.00
Account Number: 100-41001-405
Account Name: General Government
Object Code Name: Lawn Care & Snow Plowing

| <u>Date</u> | <u>Description</u> | <u>Check Number</u> | <u>Amount Paid</u> | <u>Year To Date Paid</u> | <u>Budget Balance</u> |
|-------------|--------------------------|---------------------|--------------------|--------------------------|-----------------------|
| 6/6/2017 | Nicks Lawn Service, INC. | 3038 | \$107.38 | \$107.38 | (\$107.38) |
| 7/5/2017 | Nicks Lawn Service, INC. | 3047 | \$161.06 | \$268.44 | (\$268.44) |

Fund Name: General Fund **Budget** \$0.00
Account Number: 100-41001-437
Account Name: General Government
Object Code Name: Training

| <u>Date</u> | <u>Description</u> | <u>Check Number</u> | <u>Amount Paid</u> | <u>Year To Date Paid</u> | <u>Budget Balance</u> |
|-------------|----------------------------|---------------------|--------------------|--------------------------|-----------------------|
| 2/21/2017 | League of Minnesota Cities | 2999 | \$325.00 | \$325.00 | (\$325.00) |
| 3/7/2017 | Karen Stern | 3012 | \$140.00 | \$465.00 | (\$465.00) |

Fund Name: General Fund **Budget** \$0.00
Account Number: 100-41001-810
Account Name: General Government
Object Code Name: Refunds and Reimbursements

| <u>Date</u> | <u>Description</u> | <u>Check Number</u> | <u>Amount Paid</u> | <u>Year To Date Paid</u> | <u>Budget Balance</u> |
|-------------|--------------------|---------------------|--------------------|--------------------------|-----------------------|
| 2/21/2017 | Barb Hanson | 2994 | \$186.60 | \$186.60 | (\$186.60) |
| 2/21/2017 | Paul Allen | 2993 | \$17.17 | \$203.77 | (\$203.77) |
| 5/2/2017 | Marlene Yurek | 3029 | \$126.80 | \$330.57 | (\$330.57) |

Fund Name: General Fund **Budget** \$6,180.00
Account Number: 100-41110-101
Account Name: Council/Town Board
Object Code Name: Wages and Salaries: Full-time Employees-Regular

| <u>Date</u> | <u>Description</u> | <u>Check Number</u> | <u>Amount Paid</u> | <u>Year To Date Paid</u> | <u>Budget Balance</u> |
|-------------|--------------------|---------------------|--------------------|--------------------------|-----------------------|
| | Budget | | | | \$6,180.00 |

Fund Name: General Fund **Budget** \$300.00
Account Number: 100-41110-437
Account Name: Council/Town Board
Object Code Name: Training

| <u>Date</u> | <u>Description</u> | <u>Check Number</u> | <u>Amount Paid</u> | <u>Year To Date Paid</u> | <u>Budget Balance</u> |
|-------------|--------------------|---------------------|--------------------|--------------------------|-----------------------|
| | Budget | | | | \$300.00 |

Fund Name: General Fund **Budget** \$800.00
Account Number: 100-41420-351
Account Name: Recording and Reporting
Object Code Name: Printing and Binding: Legal Notices Publishing

| <u>Date</u> | <u>Description</u> | <u>Check Number</u> | <u>Amount Paid</u> | <u>Year To Date Paid</u> | <u>Budget Balance</u> |
|-------------|--------------------|---------------------|--------------------|--------------------------|-----------------------|
| | Budget | | | | \$800.00 |

01/01/2017 To 12/31/2017

Fund Name: General Fund **Budget** \$7,500.00
Account Number: 100-41425-101
Account Name: Clerk
Object Code Name: Wages and Salaries: Full-time Employees-Regular

| <u>Date</u> | <u>Description</u> | <u>Check Number</u> | <u>Amount Paid</u> | <u>Year To Date Paid</u> | <u>Budget Balance</u> |
|-------------|----------------------------------|---------------------|--------------------|--------------------------|-----------------------|
| | Budget | | | | \$7,500.00 |
| 1/3/2017 | Barb Hanson | 2986 | \$625.00 | \$625.00 | \$6,875.00 |
| 2/21/2017 | Payroll Period Ending 01/31/2017 | 2992 | \$625.00 | \$1,250.00 | \$6,250.00 |
| 3/7/2017 | Payroll Period Ending 02/28/2017 | 3005 | \$625.00 | \$1,875.00 | \$5,625.00 |
| 4/4/2017 | Payroll Period Ending 03/31/2017 | 3016 | \$625.00 | \$2,500.00 | \$5,000.00 |
| 5/2/2017 | Payroll Period Ending 04/30/2017 | 3026 | \$625.00 | \$3,125.00 | \$4,375.00 |
| 6/6/2017 | Payroll Period Ending 05/31/2017 | 3040 | \$625.00 | \$3,750.00 | \$3,750.00 |
| 7/5/2017 | Payroll Period Ending 07/05/2017 | 3042 | \$625.00 | \$4,375.00 | \$3,125.00 |
| 8/1/2017 | Payroll Period Ending 07/31/2017 | 3058 | \$625.00 | \$5,000.00 | \$2,500.00 |

Fund Name: General Fund **Budget** \$5,000.00
Account Number: 100-41530-301
Account Name: Accounting
Object Code Name: Professional Services: Auditing and Accounting Services

| <u>Date</u> | <u>Description</u> | <u>Check Number</u> | <u>Amount Paid</u> | <u>Year To Date Paid</u> | <u>Budget Balance</u> |
|-------------|--------------------|---------------------|--------------------|--------------------------|-----------------------|
| | Budget | | | | \$5,000.00 |

Fund Name: General Fund **Budget** \$4,000.00
Account Number: 100-41610-304
Account Name: City/Town Attorney
Object Code Name: Professional Services: Legal Fees

| <u>Date</u> | <u>Description</u> | <u>Check Number</u> | <u>Amount Paid</u> | <u>Year To Date Paid</u> | <u>Budget Balance</u> |
|-------------|-----------------------------|---------------------|--------------------|--------------------------|-----------------------|
| | Budget | | | | \$4,000.00 |
| 2/21/2017 | Ryan, Brucker & Kalis, Ltd. | 3001 | \$1,750.70 | \$1,750.70 | \$2,249.30 |
| 3/7/2017 | Ryan, Brucker & Kalis, Ltd. | 3010 | \$662.50 | \$2,413.20 | \$1,586.80 |
| 5/2/2017 | Ryan, Brucker & Kalis, Ltd. | 3028 | \$4,294.08 | \$6,707.28 | (\$2,707.28) |
| 6/6/2017 | Ryan, Brucker & Kalis, Ltd. | 3036 | \$3,357.42 | \$10,064.70 | (\$6,064.70) |
| 7/5/2017 | Ryan, Brucker & Kalis, Ltd. | 3046 | \$2,739.92 | \$12,804.62 | (\$8,804.62) |

Fund Name: General Fund **Budget** \$6,000.00
Account Number: 100-41910-101
Account Name: Planning and Zoning
Object Code Name: Wages and Salaries: Full-time Employees-Regular

| <u>Date</u> | <u>Description</u> | <u>Check Number</u> | <u>Amount Paid</u> | <u>Year To Date Paid</u> | <u>Budget Balance</u> |
|-------------|--------------------|---------------------|--------------------|--------------------------|-----------------------|
| | Budget | | | | \$6,000.00 |

Fund Name: General Fund **Budget** \$456.00
Account Number: 100-41910-300
Account Name: Planning and Zoning
Object Code Name: PROFESSIONAL SERVICES (301 through 319)

| <u>Date</u> | <u>Description</u> | <u>Check Number</u> | <u>Amount Paid</u> | <u>Year To Date Paid</u> | <u>Budget Balance</u> |
|-------------|--------------------------------|---------------------|--------------------|--------------------------|-----------------------|
| | Budget | | | | \$456.00 |
| 8/1/2017 | National Joint Powers Alliance | 3054 | \$425.00 | \$425.00 | \$31.00 |

01/01/2017 To 12/31/2017

Fund Name: General Fund
Account Number: 100-41910-303
Account Name: Planning and Zoning
Object Code Name: Professional Services: Engineering Fees

Budget \$3,500.00

| <u>Date</u> | <u>Description</u> | <u>Check Number</u> | <u>Amount Paid</u> | <u>Year To Date Paid</u> | <u>Budget Balance</u> |
|-------------|--------------------|---------------------|--------------------|--------------------------|-----------------------|
| | Budget | | | | \$3,500.00 |

Fund Name: General Fund **Budget** \$0.00

Account Number: 100-41910-304
Account Name: Planning and Zoning
Object Code Name: Professional Services: Legal Fees

| <u>Date</u> | <u>Description</u> | <u>Check Number</u> | <u>Amount Paid</u> | <u>Year To Date Paid</u> | <u>Budget Balance</u> |
|-------------|--------------------------------|---------------------|--------------------|--------------------------|-----------------------|
| 1/3/2017 | National Joint Powers Alliance | 2990 | \$400.00 | \$400.00 | (\$400.00) |
| 2/21/2017 | National Joint Powers Alliance | 2995 | \$162.50 | \$562.50 | (\$562.50) |
| 3/7/2017 | National Joint Powers Alliance | 3009 | \$100.00 | \$662.50 | (\$662.50) |
| 4/4/2017 | National Joint Powers Alliance | 3020 | \$125.00 | \$787.50 | (\$787.50) |
| 6/6/2017 | National Joint Powers Alliance | 3035 | \$287.50 | \$1,075.00 | (\$1,075.00) |

Fund Name: General Fund **Budget** \$300.00

Account Number: 100-41910-437
Account Name: Planning and Zoning
Object Code Name: Training

| <u>Date</u> | <u>Description</u> | <u>Check Number</u> | <u>Amount Paid</u> | <u>Year To Date Paid</u> | <u>Budget Balance</u> |
|-------------|--------------------|---------------------|--------------------|--------------------------|-----------------------|
| | Budget | | | | \$300.00 |

Fund Name: General Fund **Budget** \$3,000.00

Account Number: 100-41940-380
Account Name: General Government Buildings and Plant
Object Code Name: Utility Services (381 through 389)

| <u>Date</u> | <u>Description</u> | <u>Check Number</u> | <u>Amount Paid</u> | <u>Year To Date Paid</u> | <u>Budget Balance</u> |
|-------------|--------------------|---------------------|--------------------|--------------------------|-----------------------|
| | Budget | | | | \$3,000.00 |

Fund Name: General Fund **Budget** \$14,500.00

Account Number: 100-42210-300
Account Name: Fire Administration
Object Code Name: PROFESSIONAL SERVICES (301 through 319)

| <u>Date</u> | <u>Description</u> | <u>Check Number</u> | <u>Amount Paid</u> | <u>Year To Date Paid</u> | <u>Budget Balance</u> |
|-------------|--------------------|---------------------|--------------------|--------------------------|-----------------------|
| | Budget | | | | \$14,500.00 |

Fund Name: General Fund **Budget** \$0.00

Account Number: 100-42210-308
Account Name: Fire Administration
Object Code Name: Professional Services: Instructors' Fees

| <u>Date</u> | <u>Description</u> | <u>Check Number</u> | <u>Amount Paid</u> | <u>Year To Date Paid</u> | <u>Budget Balance</u> |
|-------------|--------------------|---------------------|--------------------|--------------------------|-----------------------|
| 4/13/2017 | City of Crosslake | 3025 | \$10,380.55 | \$10,380.55 | (\$10,380.55) |

Fund Name: General Fund **Budget** \$0.00

Account Number: 100-43121-403
Account Name: Paved Streets
Object Code Name: Repairs and Maintenance - Contractual: Improvements Other Than Buildings

| <u>Date</u> | <u>Description</u> | <u>Check Number</u> | <u>Amount Paid</u> | <u>Year To Date Paid</u> | <u>Budget Balance</u> |
|-------------|--------------------|---------------------|--------------------|--------------------------|-----------------------|
| 8/1/2017 | Anderson Brothers | 3053 | \$5,241.62 | \$5,241.62 | (\$5,241.62) |

01/01/2017 To 12/31/2017

Fund Name: General Fund **Budget** \$0.00
Account Number: 100-43122-403
Account Name: Unpaved Streets
Object Code Name: Repairs and Maintenance - Contractual: Improvements Other Than Buildings

| <u>Date</u> | <u>Description</u> | <u>Check Number</u> | <u>Amount Paid</u> | <u>Year To Date Paid</u> | <u>Budget Balance</u> |
|-------------|--------------------|---------------------|--------------------|--------------------------|-----------------------|
| 8/1/2017 | Wannebo Excavating | 3052 | \$50.00 | \$50.00 | (\$50.00) |

Fund Name: General Fund **Budget** \$2,000.00
Account Number: 100-43125-300
Account Name: Ice and Snow Removal
Object Code Name: PROFESSIONAL SERVICES (301 through 319)

| <u>Date</u> | <u>Description</u> | <u>Check Number</u> | <u>Amount Paid</u> | <u>Year To Date Paid</u> | <u>Budget Balance</u> |
|-------------|--------------------|---------------------|--------------------|--------------------------|-----------------------|
| | Budget | | | | \$2,000.00 |

Fund Name: General Fund **Budget** \$0.00
Account Number: 100-43125-405
Account Name: Ice and Snow Removal
Object Code Name: Lawn Care & Snow Plowing

| <u>Date</u> | <u>Description</u> | <u>Check Number</u> | <u>Amount Paid</u> | <u>Year To Date Paid</u> | <u>Budget Balance</u> |
|-------------|------------------------------|---------------------|--------------------|--------------------------|-----------------------|
| 1/3/2017 | Hanson Property Services LLC | 2989 | \$108.00 | \$108.00 | (\$108.00) |
| 2/21/2017 | Hanson Property Services LLC | 3003 | \$540.00 | \$648.00 | (\$648.00) |
| 3/7/2017 | Hanson Property Services LLC | 3008 | \$108.00 | \$756.00 | (\$756.00) |
| 4/4/2017 | Hanson Property Services LLC | 3021 | \$54.00 | \$810.00 | (\$810.00) |

General Fund Totals

| | |
|------------------------------------|--------------------|
| Total Payments for the Year | \$49,855.43 |
| Total Budget | \$58,000.00 |
| (-) Over / Under Budget | \$8,144.57 |

01/01/2017 To 12/31/2017

Fund Name: Tax Increment Financing Projects
Account Number: 405-41001-810
Account Name: General Government
Object Code Name: Refunds and Reimbursements

Budget \$0.00

| <u>Date</u> | <u>Description</u> | <u>Check Number</u> | <u>Amount Paid</u> | <u>Year To Date Paid</u> | <u>Budget Balance</u> |
|-------------|------------------------------------|---------------------|--------------------|--------------------------|-----------------------|
| 3/7/2017 | Crow Wing County Auditor-Treasurer | 3004* | \$56,556.00 | \$56,556.00 | (\$56,556.00) |

Tax Increment Financing Projects Totals

| | |
|-----------------------------|---------------|
| Total Payments for the Year | \$56,556.00 |
| Total Budget | \$0.00 |
| (-) Over / Under Budget | (\$56,556.00) |

Date Range: 7/5/2017 To 8/1/2017

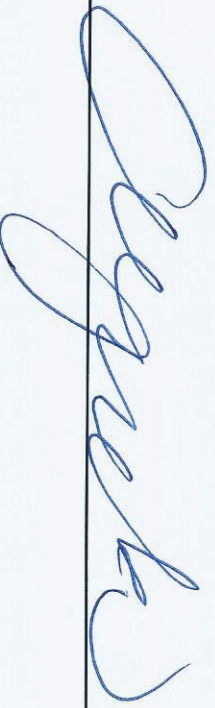
| <u>Date</u> | <u>Vendor</u> | <u>Description</u> | <u>Claim #</u> | <u>Total</u> | <u>Account #</u> | <u>Account Name</u> | <u>Detail</u> |
|---------------------------|--------------------------------|--|----------------|--------------|------------------|---------------------|---------------|
| 08/01/2017 | Wannebo Excavating | July 2017 Grade Satchell Road | 3052 | \$50.00 | 100-43122-403- | Unpaved Streets | \$50.00 |
| 08/01/2017 | Anderson Brothers | Poly Patch Northgate Lane Invoice#2664 | 3053 | \$5,241.62 | 100-43121-403- | Paved Streets | \$5,241.62 |
| 08/01/2017 | National Joint Powers Alliance | P&Z services for May & June 2017 | 3054 | \$425.00 | 100-41910-300- | Planning and Zoning | \$425.00 |
| 08/01/2017 | Initiative Foundation | 2017 Endowment | 3055 | \$100.00 | 100-41001-110- | General Government | \$100.00 |
| Total For Selected Claims | | | | \$5,816.62 | | | \$5,816.62 |



 Date 8/1/17

Date Range : 7/14/2017 To 8/14/2017

| <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> |
|---------------------------|--------------------------|----------------------|----------------|--------------|------------------|---------------------|---------------|
| 08/01/2017 | Crow Wing Power | July 2017 service | 3056 | \$34.00 | 100-41001-381- | General Government | \$34.00 |
| 08/01/2017 | Crosslake Communications | August 2017 internet | 3057 | \$68.18 | 100-41001-321- | General Government | \$68.18 |
| Total For Selected Claims | | | | \$102.18 | | | \$102.18 |



Date

City of Manhattan Beach

Receipts Register

8/1/2017

Fund Name: All Funds

Date Range: 07/05/2017 To 08/01/2017

| <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> |
|-----------------------------|------------------------------------|------------------|---|-------------------|-------------|---|--------------|--------------|
| 07/05/2017 | Crow Wing County | 11 | July 3 2017 county tax settlement | (07/03/2017) - | N | General Property Taxes(31001 through 31299) | 100-31001- | \$ 32,653.29 |
| 07/27/2017 | State of Minnesota MN Management & | 10 | Small city assistance -for maintenance of roads & bridges | (08/01/2017) - | N | Street, Sidewalk and Curb Repair Fees | 100-34301- | \$ 2,059.50 |
| 07/27/2017 | Erik Reichert | 9 | Building Permit Garage | (08/01/2017) - | N | Building Permits (Excludes surcharge) | 100-32210- | \$ 185.00 |
| Total for Selected Receipts | | | | | | | | \$ 185.00 |
| | | | | | | | | \$ 34,897.79 |

Payroll Period Ending: 07/31/2017

| Employee | | Hours | | Earnings | | | Pretax Deductions | | | | | | Taxable | | Federal | | FICA | | Medicare |
|----------|--------------|---------|----------|-----------|----------|------------|-------------------|----------|-------------|-----------|--------|--------|---------------|--------|---------|--|------|--------|----------|
| ID | Name | Regular | Overtime | Regular | Overtime | Tips | Gross | PERA | Def. Income | Cafeteria | Other | | Wages | WH Tax | | | | | |
| TOTALS | Wannebo, Amy | 1.00 | 0 | \$625.00 | \$0.00 | \$0.00 | \$625.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | | \$625.00 | \$0.00 | \$0.00 | | | \$0.00 | |
| | | 1.00 | 0.00 | \$625.00 | \$0.00 | \$0.00 | \$625.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | | \$625.00 | \$0.00 | \$0.00 | | | \$0.00 | |
| | Employee | State | | Insurance | | | | | | | | | | | | | | | |
| ID | Name | WH Tax | Health | Dental | Life | Union Dues | Others 1 | Others 2 | Others 3 | Net Pay | | EIC | Net Pay & EIC | | Check # | | | | |
| TOTALS | Wannebo, Amy | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$625.00 | | \$0.00 | \$625.00 | | 3058 | | | | |
| | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$625.00 | | \$0.00 | \$625.00 | | | | | | |
| | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$625.00 | | \$0.00 | \$625.00 | | | | | | |