
CITY OF FIFTY LAKES
CITY COUNCIL MEETING AGENDA
Tuesday, October 14th 2025 6:00 pm

❖ **Call to Order / Roll Call**

“The meeting is being recorded, and audio will be posted on the city website. Anyone wishing to speak please raise your hand until recognized by the mayor then state your name and residence.”

❖ **Pledge of Allegiance**

❖ **Approval of Agenda:** (Additions/deletions require Council Action-Motion)

❖ **Open Forum**

❖ **Consent Agenda:** (One motion to approve all items in consent agenda) page 3-32

- ❖ Minutes from September 9th and September 23rd 2025
- ❖ Treasurer’s Report and Payment of bills check #52412 to #52515 for \$141,375.31
- ❖ Fire and Rescue Minutes
- ❖ Resolution accepting the LMC Grant Navigator Funds 2025-15

❖ **New Business/Critical Issues:**

- Solar Project, Grant Funding, Wolf Track Contract (Council Action-Motion) page 33-65
- Approval of appointing Randy Zeigler as the bar liaison and Toni Buchite as the fire and rescue liaison (Council Action-Motion)
- Approve 2025 audit engagement letter from Clifton Larson Allen LLP (Council Action-Motion) page 66-74
- Approve Anchor Point Holdings liquor license for 2026 prorating \$600 fee (Council Action-Motion)
- Resolution for 4-M funds (Council Action-Motion) page 75-76

❖ **Committee Reports:**

❖ Liquor Store – Randy Zeigler

- Staff report/review P & L page 77-78
- Inventory variance report page 79
- Accept resignations from Amy Whitcomb and Jesse Potz (Council Action-Motion) page 80
- Approval of purchasing a new kitchen freezer (Council Action-Motion)

❖ Fire & Rescue – Toni Buchite

- PERA for Statewide Volunteer Firefighters: Keith Fitzpatrick

❖ Planning and Zoning – Gary Staples/Juan Cabrera

- Staff Report page 81
- Refunding of administrative fees of \$450 for Variance 17-25, Peter and Laura Sandall (Council Action-Motion) page 82

- Approval of advertising for Planning Commission members (Council Action-Motion) page 83-84
- ❖ Road Construction and Maintenance- Mark Bradley
 - Update on CDL license
- ❖ Parks – Toni Buchite
- ❖ Purchasing/Personnel – Gary Staples
 - 6-month review for Chester Borntregger
 - Reschedule November 11th Council Meeting – Veteran’s Day (Council Action-Motion)
- ❖ **Unfinished Business:**
 - Review quotes for surveying Miehle property (Council Action-Motion) page 90-93
 - Mn Paid Leave Act: Information only page 94-95
- ❖ **Open Forum**
- ❖ **Adjourn**

MINUTES OF THE REGULAR MONTHLY MEETING
OF THE FIFTY LAKES CITY COUNCIL
September 9th, 2025

The Regular Monthly Meeting of the Fifty Lakes City Council was held on Tuesday, September 9th, 2025, at City Hall at 6:00 pm. The following officers were present: Gary Staples, Mayor; Mark Bradley, Randy Zeigler, Juan Cabrera, Toni Buchite, Council Members; Ann Raph, City Clerk; Chester Bornltreger, Maintenance Supervisor; Emily Brodhead, Municipal Liquor Manager; Jesse Anderson, Fire Chief.

The Pledge of Allegiance was recited.

Mayor Staples requested one (1) deletion to the September Agenda.

MOTION MADE BY MR. ZEIGLER AND SECONDED BY MR. BRADLEY TO APPROVE THE AGENDA WITH THE REMOVAL OF THE TILE BID UNDER PARKS. When polled: All members voted aye. Motion carried.

Open Forum: Diane Marsolek, resident of Fifty Lakes, asked for more information on building a new fire hall building. Mayor Staples stated that nothing has been decided, and the committee is still in the very beginning stages, developing ideas and potential plans for the future of the Fire Hall/ Community center building. Robin Denault, resident of Emily, had concerns with the service in the Fifty Lakes Bar and Bottle Shop. Ms. Denault stated that she feels she no longer gets waited on in a timely fashion. Sharon Nuffer, resident of Fifty Lakes, stated that she witnessed a friend having to wait fifteen (15) minutes to receive service. Mayor Staples apologized to the residents for the lack of service. Ms. Brodhead, Municipal Liquor Manager, was directed by Mayor Staples to address these concerns. Ms. Brodhead suggested meeting with Ms. Denault to discuss the concerns, and she would work with bar staff on solutions.

Consent Agenda: Mayor Staples requested consideration of the consent agenda. Council reviewed: Council Meeting Minutes from August 12th and August 18th Special Meeting; Treasurer's Report: Payment of bills in the amount of \$271,745.98 including Check No# 52319 to #52411; Fire & Rescue Minutes from August; Resolution 2025-07 Fire Relief Association Donations, Resolution 2025-08 LMC Grants, Resolution 2025-09 Tile Project Donations.

MOTION MADE BY MR. BRADLEY AND SECONDED BY MS. BUCHITE TO APPROVE THE CONSENT AGENDA. When polled: All members voted aye. Motion carried.

New Business/Critical Issues: Jordan Larson, Crow Wing County Highway Department, updated the council on the planned replacement of the Crooked Creek Bridge in 2028. Mayor Staples expressed his concerns for the width of the road and shoulders on County Road 136 and the need for the bridge to be wider to allow for pedestrians to walk or ride bikes along with widening the shoulders along County Road 136. Mr. Larson stated that at the time the project was being assessed and planned there was no room in the budget to expand the shoulders. Mr. Bradley stated that the ATV damage along the ditches is extensive and needs to be fixed. Mayor Staples read a letter from a concerned citizen regarding the speed limit change on County Road 1 at the intersection of County Road 3, being raised from 45 mph to 55 mph. Mr. Larson states that the County has very minimal say on speed limits. Speed studies are conducted and limits changed through MNDOT. Mr. Larson will follow up with more information via email to the city clerk.

The council heard a presentation from Cory Bory and Matt Heslin from PTMA Finance Solutions about a 4M (Minnesota Municipal Money Market) Fund. Mr. Bory gave a brief description of the program to the council regarding investing, money markets, CD investments and the roll PMA would be to act as administrator and investment advisors for the city on behalf of the League of Minnesota Cities (LMC). Ms. Raph suggested she speak with the City Auditor, Doug Host, to discuss how it would affect the end of year audit. The council requested more information and research on the topic at the October council meeting. No action taken.

The council discussed the solar project and reviewed the solar contract that was edited by the city attorney, Tom Pearson. Council wishes to review the contract with Mr. Pearson at the October council meeting. No action taken.

Ms. Raph requested council create a DNR grant fund in the cities accounting software as it is a requirement in the contract of the DNR grant for the park expansion project.

MOTION MADE BY MR. BRADLEY AND SECONDED BY MS. BUCHITE TO APPROVE CREATING A DNR GRANT FUND. When polled: All members voted aye. Motion carried. Ms. Raph informed the council of a few changes to the preliminary budget. Changes are as follows: Reduction in Roads & Bridges and an additional \$5,000 in the general fund under grounds and maintenance. Ms. Raph stated that the total levy did not change and remains the same as 2025 budget.

MOTION MADE BY MS. BUCHITE AND SECONDED BY MR. BRADLEY TO APPROVE RESOLUTION 2025-12 ADOPTING THE 2026 PRELIMINARY BUDGET AND CERTIFYING TAX LEVY TO CROW WING COUNTY AS AMENDED. When polled: All members vote aye. Motion carried.

Planning and Zoning: Ms. Soderlund reported to the council via a memo: There was no Planning Commission meeting held in August. There have been forty-two (42) approved land use permits YTD.

Road Construction and Maintenance: The council reviewed quotes on sealcoat for the bar/city hall parking lot and Town Hall Road. The council decided to hold off on the sealcoat until spring of 2026. Ms. Buchite suggested evaluating the size of the parking spaces and increasing the width. No action taken.

MOTION MADE BY MR. BRADLEY AND SECONDED BY MR. CABRERA TO APPROVE THE QUOTE FROM TREMOLO FOR 3 (THREE) ADDITIONAL CAMERAS FOR THE COMMUNITY CENTER AND FIRE HALL BUILDING TO INCLUDE INSTALL FEE AND LABOR AT A TOTAL COST OF \$ 1,190.00. When polled: All members voted aye. Motion carried.

Liquor Store: Liquor profit and loss report was reviewed with a gross profit of 53.8% with a net profit of \$20,540.53 in the month of August. The bar's net profit for the year to date is \$46,103.34. Ms. Brodhead stated the food sales have increased and the addition of the cook position has been beneficial. Ms. Brodhead stated that the original bid for a new point of sale system that was presented last month did not include off sale and requested the additional purchase to help streamline the operation into one system and aims to have everything switched over by October 1st. Ms. Brodhead informed the council of a broken down freezer and that a new freezer may be needed due to the difficulty of finding parts to for replacement. Mayor Staples discussed with Ms. Brodhead the importance of bringing complete bids and fully researching anything that is purchased for the bar. Mr. Zeigler cautioned Ms. Brodhead on rushing the October 1st live date.

MOTION MADE BY MR. BRADLEY AND SECONDED BY MAYOR STAPLES TO APPROVE PURCHASING A NEW POS SYSTEM "TOAST" FOR THE OFF-SALE BOTTLE SHOP AT THE UPFRONT COST OF \$400.00 AND A MONTHLY PAYMENT OF \$290.00. When polled: All members voted aye. Motion carried.

MOTION MADE BY MAYOR STAPLES AND SECONDED BY MR. BRADLEY TO APPROVE HIRING MCKAYLA DUCHARME AS A PART-TIME BARTENDER AT \$12.50 PER HOUR. When polled: All members voted aye. Motion carried.

MOTION MADE BY MS. BUCHITE AND SECONDED BY MR. BRADLEY TO APPROVE RESOLUTION 2025-10 AGREEING TO SUBMIT AN APPLICATION TO SOURCEWELL IMPACT FUNDS \$50,000.00 FOR KITCHEN/VENTILATION IMPROVEMENTS. When polled: All members voted aye. Motion carried

Parks: **MOTION MADE BY MS. BUCHITE AND MR. BRADLEY TO APPROVE ADDING BELINDA YURICK AND GINA ANDERSON TO THE PARK COMMITTEE.** When polled: All members voted aye. Motion carried. Mayor Staples discussed with the council the progress of the installation of engraved tiles on the park pavilion walls for the Tile Project.

Fire & Rescue: Lori Crawford, Gambling Manager, gave the following gambling updates to the council: increased "E-Tabs" machine from four (4) to six (6), looking into digital sign for total contributions from the Fire Department to keep up to date, Ms. Crawford and bar staff communication have been great, three (3) staff members are trained and able to close out boxes, some issues with missing signatures from bar staff and gambling staff. Mr. Bradley inquired about lowering the rent for the fire department gambling space that is currently 20%. Ms. Crawford is gathering more information.

MOTION MADE BY MAYOR STAPLES AND SECONDED BY MR. BRADLEY TO APPROVE RESOLUTION 2025-11 AGREEING TO SUBMIT AN APPLICATION TO SOURCEWELL PUBLIC SAFETY IMPACT FUNDS FOR \$24,122.40 FOR WILDLAND GEAR. When polled: All members voted aye. Motion carried. Jesse Anderson, Fire

Chief, reported calls for the month of August: Zero (0) fire and 2 (two) medicals. Mr. Anderson has been working on decreasing the ISO rating number from seven (7) to six (6) which affects homeowners' insurance. Mr. Anderson stated the fire department has received a \$2,000 boost grant from Sourcewell for new EMS bags.

Feasibility Committee: **MOTION MADE BY MS. BUCHITE AND SECONDED BY MR. BRADLEY TO APPROVE ADDING LORI CRAWFORD AND ANN RAPH TO THE FEASIBILITY COMMITTEE.** When polled: All members voted aye. Motion carried.

Purchasing/ Personnel: Ms. Raph discussed with council the MN Paid Leave Act that will begin January 1st, 2026. Ms. Raph stated that she will be attending a free conference on September 24th for additional information. Ms. Raph asked the council to review the security camera policy concerning the possibility of downloading an app to view the cameras from a cell phone. Ms. Raph to research with other cities to update the policy and bring revision to next council meeting. The council reviewed a bid from Geo's Painting to paint the entry and exterior doors of City Hall and back service entrance doors of the bar.

MOTION MADE BY MR. BRADLEY AND SECONDED BY MR. CABRERA TO APPROVE THE BID FROM GEO'S PAINTING TO PAINT THE CITY HALL ENTRY AND EXTERIOR DOORS AND THE BACK SERVICE DOORS OF THE BAR FOR A TOTAL COST OF \$2,965.00. When polled: All members voted aye. Motion carried. Mayor Staples requested sending a letter of support to reestablish Ambulance services for the northern part of Crow Wing County with a headquarters in Crosslake.

MOTION MADE BY MR. BRADLEY AND SECONDED BY MR. CABRERA TO APPROVE THE LETTER OF SUPPORT FOR CROSSLAKE AMBULANCE LOCATION THROUGH NORTH MEMORIAL AMBULANCE SERVICES. When polled: All members voted aye. Motion carried. Mayor Staples requested to apply for the internship reimbursement program through Sourcewell for additional help in grounds and maintenance for summer 2026. Ms. Raph stated that the office staff would also consider an intern for additional help digitizing all property files.

MOTION MADE BY MR. BRADLEY AND SECONDED BY MR. ZEIGLER TO APPROVE APPLYING FOR THE INTERNSHIP REIMBURSEMENT PROGRAM THROUGH SOURCEWELL. When polled: All members voted aye. Motion carried.

MOTION MADE BY MAYOR STAPLES AND SECONDED BY MS. BUCHITE TO APPROVE REISSUING CHECK #51360 TO CANDENCE PATENAUE FOR \$72.64 LESS \$25.00 FEE. When polled: All members voted aye. Motion carried.

MOTION MADE BY MAYOR STAPLES AND SECONDED BY MR. CABRERA TO APPROVE REISSUING CHECK #51677 TO KEITH FITZPATRICK FOR \$184.70 LESS THE \$25.00 FEE. When polled: All members voted aye. Motion carried.

Unfinished Business: The council reviewed a memo from Bryan Drown from Bolten and Menk regarding land surveying for a 5-acre parcel the city may purchase and architectural services for a proposed new fire hall building. No action taken. Ms. Raph reminded the council of Clean Up Day on September 20th from 9 am to Noon and that volunteers are needed.

Open Forum: Mr. Borntreger updated the council that all four (4) batteries for the weather siren on Kego Road are dead. Mr. Anderson stated that he has been in contact with Mr. Stancer and they are working on the issues. Mr. Borntreger will check the batteries on the siren on Country Road 136.

Adjourn: **MOTION MADE BY MAYOR STAPLES AND SECONDED BY MS. BUCHITE TO ADJOURN.** The meeting adjourned at 8:11pm.

MINUTES OF THE SPECIAL MEETING
OF THE FIFTY LAKES CITY COUNCIL
September 23rd, 2025

The Special Meeting of the Fifty Lakes City Council was held on Tuesday, September 23rd 2025, at the city hall at 8:00 am. The following officers were present: Gary Staples, Mayor; Toni Buchite, Juan Cabrera, Randy Zeigler, Council Members; Ann Raph, City Clerk; Via phone Mark Bradley.

The Pledge of Allegiance was recited.

The purpose of the meeting is to review the 2025-14 Resolution, Solar on City Hall/Liquor Store Building and 2026 Preliminary Budget.

MOTION MADE BY MAYOR STAPLES AND SECONDED BY MS. BUCHITE TO APPROVE RESOLUTION 2025-14 AMENDING RESOLUTION 2025-11 FOR THE SOURCEWELL GRANT APPLYING FOR WILD LAND GEAR, STRUCTURAL GEAR AND PORTABLE STORAGE STALLS FOR A TOTAL OF \$43,872.70. When polled: Mayor Staples, aye, Ms. Buchite, aye, Mr. Cabrera, aye, Mr. Zeigler, aye. Mr. Bradley absent.

Laurel Prem, John Revulson (via Teams) and David Winkleman (via Teams) were present to discuss the solar project on the city hall/bar building and review the contract with Wolf Track. The city attorney has gone through the contract and included some redlining. Mr. Revulson stated the small edits are agreeable, but the payment terms are not something they can change. Ms. Raph requested Wolf Track come back with their edits to the contract. City auditor is recommending this project be completed in one year and paid out in one year due to auditing costs if spread between 2 years. Discussions held on involving the city engineer on this project. Council requested Mr. Revulson to send back their edits in the contract, and this will be voted on at the October 14th 2025 regular council meeting. A conditional use permit application for the project is being heard by the planning commission at the regular meeting tonight.

Mr. Bradley updated the council on the situation with the sirens and repairs needed that should be under warranty. A meeting will be scheduled with Bob Stancer and American Signal to work on this.

MOTION MADE BY MAYOR STAPLES AND SECONDED BY MS. BUCHITE TO ADJOURN. Meeting adjourned at 8:41 AM.

Ann M. Raph, Clerk/Treasurer

For the Period : 9/1/2025 To 9/30/2025

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>	<u>Less Deposits In Transit</u>	<u>Plus Outstanding Checks</u>	<u>Total Per Bank Statement</u>
General Fund	\$135,884.21	\$2,864.61	\$22,956.00	\$115,792.82	\$0.00	\$8,950.10	\$124,742.92
Road and Bridge	\$148,667.12	\$0.00	\$10,651.25	\$138,015.87	\$0.00	\$3,631.10	\$141,646.97
Parks	\$52,328.68	\$0.00	\$6,490.97	\$45,837.71	\$0.00	\$319.43	\$46,157.14
Public Safety	\$18,758.03	\$0.00	\$0.00	\$18,758.03	\$0.00	\$0.00	\$18,758.03
Lake Improve Prog	(\$1,159.05)	\$6,182.00	\$5,009.38	\$13.57	\$0.00	\$5,009.38	\$5,022.95
Fire & Rescue	\$52,544.14	\$870.21	\$4,036.96	\$49,377.39	\$0.00	\$1,722.16	\$51,099.55
Fifty Lakes Day Fund	\$528.30	\$0.00	\$0.00	\$528.30	\$0.00	\$0.00	\$528.30
Petty Cash - City Hall	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00
GenCapImpro CD#4686/7347	\$33,873.56	\$0.00	\$0.00	\$33,873.56	\$0.00	\$0.00	\$33,873.56
General CD#1607/1243344	\$56,698.43	\$0.00	\$0.00	\$56,698.43	\$0.00	\$0.00	\$56,698.43
General CD#22436/3387	\$71,317.14	\$0.00	\$0.00	\$71,317.14	\$0.00	\$0.00	\$71,317.14
Roads CD#3693/4211	\$110,208.32	\$0.00	\$0.00	\$110,208.32	\$0.00	\$0.00	\$110,208.32
Roads CD#1601	\$51,204.54	\$0.00	\$0.00	\$51,204.54	\$0.00	\$0.00	\$51,204.54
Roads 09673/407507	\$157,516.05	\$0.00	\$0.00	\$157,516.05	\$0.00	\$0.00	\$157,516.05
FLLP CD#4689/7353	\$33,603.27	\$0.00	\$0.00	\$33,603.27	\$0.00	\$0.00	\$33,603.27
Fire CD#4683/7350	\$16,563.97	\$0.00	\$0.00	\$16,563.97	\$0.00	\$0.00	\$16,563.97
CD#8323 FLLIP	\$10,582.28	\$0.00	\$0.00	\$10,582.28	\$0.00	\$0.00	\$10,582.28
General CD 6432	\$108,195.19	\$0.00	\$0.00	\$108,195.19	\$0.00	\$0.00	\$108,195.19
General CD 5448	\$31,579.31	\$0.00	\$0.00	\$31,579.31	\$0.00	\$0.00	\$31,579.31
Fire Truck Fund General	\$915.04	\$0.00	\$0.00	\$915.04	\$0.00	\$0.00	\$915.04
Capital Fire Equip Fund	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00
Municipal Liquor Store	\$142,404.69	\$74,195.06	\$66,211.05	\$150,388.70	\$2,868.06	\$38,349.63	\$185,870.27
ATM Account	\$329.04	\$33,080.00	\$26,019.70	\$7,389.34	\$0.00	\$0.00	\$7,389.34
ATM Machine	\$3,740.00	\$0.00	\$0.00	\$3,740.00	\$0.00	\$0.00	\$3,740.00
LIQ CD #6595/5779	\$21,638.24	\$0.00	\$0.00	\$21,638.24	\$0.00	\$0.00	\$21,638.24
Lottery Account	\$1,763.58	\$0.00	\$0.00	\$1,763.58	\$0.00	\$0.00	\$1,763.58
LIQUOR STORE CD#6222	\$51,306.85	\$0.00	\$0.00	\$51,306.85	\$0.00	\$0.00	\$51,306.85
Liq Petty Cash/Operating Funds	\$2,700.00	\$0.00	\$0.00	\$2,700.00	\$0.00	\$0.00	\$2,700.00

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>	<u>Less Deposits In Transit</u>	<u>Plus Outstanding Checks</u>	<u>Total Per Bank Statement</u>
Total	\$1,323,790.93	\$117,191.88	\$141,375.31	\$1,299,607.50	\$2,868.06	\$57,981.80	\$1,354,721.24

As on 9/30/2025

Fund	Beginning Balance	Receipts	Sale of Investments	Transfers In	Disbursements	Purchase of Investments	Transfers Out	Ending Balance	Investment Balance	Total Balance
General Fund	127,458.06	216,610.09	0.00	0.00	228,275.33	0.00	0.00	115,792.82	0.00	115,792.82
Road and Bridge	207,493.82	190,382.10	0.00	0.00	259,860.05	0.00	0.00	138,015.87	0.00	138,015.87
Public Safety	18,758.03	0.00	0.00	0.00	0.00	0.00	0.00	18,758.03	0.00	18,758.03
Lake Improve Prog	2,104.28	22,470.00	0.00	0.00	24,560.71	0.00	0.00	13.57	0.00	13.57
Fire & Rescue	57,250.28	104,112.02	0.00	0.00	99,302.70	0.00	12,682.21	49,377.39	0.00	49,377.39
Fifty Lakes Day Fund	1,958.58	2,778.01	0.00	0.00	4,208.29	0.00	0.00	528.30	0.00	528.30
Petty Cash - City Hall	100.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	0.00	100.00
GenCapImpro	31,828.66	2,044.90	0.00	0.00	0.00	0.00	0.00	33,873.56	0.00	33,873.56
CD#4686/7347										
Parks	73,930.15	40,784.09	0.00	0.00	68,876.53	0.00	0.00	45,837.71	0.00	45,837.71
General CD#22436/3387	67,817.69	3,499.45	0.00	0.00	0.00	0.00	0.00	71,317.14	67,817.69	139,134.83
Roads CD#3693/4211	104,425.25	5,783.07	0.00	0.00	0.00	0.00	0.00	110,208.32	0.00	110,208.32
Roads CD#1601	49,900.30	1,304.24	0.00	0.00	0.00	0.00	0.00	51,204.54	48,479.13	99,683.67
Roads 09673/407507	153,891.18	3,624.87	0.00	0.00	0.00	0.00	0.00	157,516.05	0.00	157,516.05
FLLP CD#4689/7353	32,084.68	1,518.59	0.00	0.00	0.00	0.00	0.00	33,603.27	0.00	33,603.27
Fire CD#4683/7350	15,689.22	874.75	0.00	0.00	0.00	0.00	0.00	16,563.97	0.00	16,563.97
CD#8323 FLLIP	10,375.34	206.94	0.00	0.00	0.00	0.00	0.00	10,582.28	0.00	10,582.28
General CD 6432	105,264.38	2,930.81	0.00	0.00	0.00	0.00	0.00	108,195.19	0.00	108,195.19
General CD 5448	31,579.31	0.00	0.00	0.00	0.00	0.00	0.00	31,579.31	0.00	31,579.31
Fire Truck Fund General	13,958.88	10,000.00	0.00	0.00	23,043.84	0.00	0.00	915.04	0.00	915.04
Capital Fire Equip Fund	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00	0.00	10,000.00
Municipal Liquor Store	119,284.73	649,825.95	0.00	0.00	618,721.98	0.00	0.00	150,388.70	0.00	150,388.70
ATM Account	7,829.04	255,580.00	0.00	0.00	256,019.70	0.00	0.00	7,389.34	0.00	7,389.34
ATM Machine	3,740.00	0.00	0.00	0.00	0.00	0.00	0.00	3,740.00	0.00	3,740.00
LIQ CD #6595/5779	21,025.90	612.34	0.00	0.00	0.00	0.00	0.00	21,638.24	20,262.58	41,900.82
Lottery Account	3,596.92	3,595.12	0.00	0.00	5,428.46	0.00	0.00	1,763.58	0.00	1,763.58
LIQUOR STORE CD#6222	50,000.00	1,306.85	0.00	0.00	0.00	0.00	0.00	51,306.85	0.00	51,306.85
Liq Petty Cash/Operating Funds	2,700.00	0.00	0.00	0.00	0.00	0.00	0.00	2,700.00	0.00	2,700.00
General CD#1607/1243344	53,895.63	2,802.80	0.00	0.00	0.00	0.00	0.00	56,698.43	0.00	56,698.43
Total :	1,377,940.31	1,522,646.99	0.00	0.00	1,588,297.59	0.00	12,682.21	1,299,607.50	136,559.40	1,436,166.90

Fund Name: All Funds

Date Range: 09/01/2025 To 09/30/2025

<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>
09/03/2025	Pine River State Bank	ATM9325	ATM Checks	N	Liquor Store - Merchandise Purchases - Off-Sale	610-49750-200-	\$ 19.70
	Total For Check	ATM9325					\$ 19.70
09/05/2025	Payroll Period Ending 09/05/2025	52412	Balance for new salary	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-101-	\$ 111.60
	Total For Check	52412					\$ 111.60
09/08/2025	Cash	2718	ATM Refill	N	ATM Transactions	610-41502-210-	\$ 6,000.00
	Total For Check	2718					\$ 6,000.00
09/09/2025	Payroll Period Ending 09/09/2025	52413	Council Pay 3rd Quarter	N	Council/Town Board	100-41110-101-	\$ 769.67
	Total For Check	52413					\$ 769.67
09/09/2025	Payroll Period Ending 09/09/2025	52414	Council Pay 3rd Quarter	N	Council/Town Board	100-41110-101-	\$ 1,034.32
	Total For Check	52414					\$ 1,034.32
09/09/2025	Payroll Period Ending 09/09/2025	52415	Council Pay 3rd Quarter	N	Council/Town Board	100-41110-101-	\$ 1,034.32
	Total For Check	52415					\$ 1,034.32
09/09/2025	Payroll Period Ending 09/09/2025	52416	Council Pay 3rd Quarter	N	Council/Town Board	100-41110-101-	\$ 1,172.84
	Total For Check	52416					\$ 1,172.84
09/09/2025	Payroll Period Ending 09/09/2025	52417	Council Pay 3rd Quarter	N	Council/Town Board	100-41110-101-	\$ 1,034.32
	Total For Check	52417					\$ 1,034.32
09/09/2025	Aquarius Water Conditioning, Inc	52418	Monthly Rental	N	General Government	100-41001-404-	\$ 12.40
		52418			Liquor Store - Merchandise Purchases - Off-Sale	609-49750-404-	\$ 23.04
	Total For Check	52418					\$ 35.44
09/09/2025	Ann Raph	52419	Cell phone stipend, mileage	N	Administration	100-41401-323-	\$ 35.00
		52419				100-41401-331-	\$ 39.90
		52419			Liquor Store - Merchandise Purchases - Off-Sale	609-49750-255-	\$ 58.63
	Total For Check	52419					\$ 133.53
09/09/2025	Crosby-Ironton Courier	52420	City of Emily 125th celebration ad	N	General Government	100-41001-351-	\$ 131.97

Fund Name: All Funds
Date Range: 09/01/2025 To 09/30/2025

<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>
Total For Check		52420					\$ 131.97
09/09/2025	Central McGowan,Inc - 139156	52421	Carbon Dioxide Rental	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-415-	\$ 59.06
Total For Check		52421					\$ 59.06
09/09/2025	Chester Borntreger	52422	Cell Phone and CDL exam, mileage	N	Highways and Streets	201-43101-308-	\$ 85.00
		52422				201-43101-323-	\$ 35.00
		52422				201-43101-331-	\$ 45.50
Total For Check		52422					\$ 165.50
09/09/2025	Emily Ace Hardware	52423	OVC, Fasteners, Chain, bee traps, marking paint, toilet bowl, pressure gauge	N	Highways and Streets	201-43101-223-	\$ 4.80
		52423			General Government	204-41001-223-	\$ 167.02
		52423			Liquor Store - Merchandise Purchases - Off-Sale	609-49750-223-	\$ 35.81
Total For Check		52423					\$ 207.63
09/09/2025	Emily Brodhead	52424	Cell phone stipend, mileage	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-323-	\$ 35.00
		52424				609-49750-331-	\$ 71.40
Total For Check		52424					\$ 106.40
09/09/2025	Jessica Istvanovich	52425	Cell Phone Stipend, mileage	N	Administration	100-41401-323-	\$ 35.00
		52425				100-41401-331-	\$ 35.00
Total For Check		52425					\$ 70.00
09/09/2025	Lakes Area Rental	52426	Scissor Lift	N	Highways and Streets	201-43101-415-	\$ 190.00
Total For Check		52426					\$ 190.00
09/09/2025	Vestis	52427	Laundry	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-386-	\$ 378.51
Total For Check		52427					\$ 378.51
09/09/2025	Reeds Country Market	52428	Bar Supplies	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-259-	\$ 122.07
Total For Check		52428					\$ 122.07
09/09/2025	Greg Vukelich	52429	Cell Phone Stipend	N	Highways and Streets	201-43101-323-	\$ 35.00
Total For Check		52429					\$ 35.00

Fund Name: All Funds

Date Range: 09/01/2025 To 09/30/2025

<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>
09/09/2025	Kim Tuchek	52430	Cell phone stipend	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-323-	\$ 35.00
		Total For Check	52430				\$ 35.00
09/09/2025	Merchant Services	CC83125	CC Fees August	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-307-	\$ 1,607.48
		Total For Check	CC83125				\$ 1,607.48
09/15/2025	Cash	2719	ATM Refill	N	ATM Transactions	610-41502-210-	\$ 6,000.00
		Total For Check	2719				\$ 6,000.00
09/15/2025	United States Treasury	FED91025	Payroll paid 9/10/25 E. Brodhead and council	N	Council/Town Board	100-41110-101-	\$ 534.53
		FED91025				100-41110-122-	\$ 352.16
		FED91025			Acct Payroll Adjustment	100-41501-122-	\$(0.02)
		FED91025			Council/Town Board	201-41110-126-	\$ 82.37
		FED91025			Administration	609-41401-101-	\$ 9.95
		FED91025				609-41401-122-	\$ 8.06
		FED91025				609-41401-126-	\$ 1.89
		Total For Check	FED91025				\$ 988.94
09/15/2025	Minn Department of Revenue	STAX83025	Sales Tax August	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-450-	\$ 7,888.00
		Total For Check	STAX83025				\$ 7,888.00
09/16/2025	Payroll Period Ending 09/15/2025	52431	Pay period ending 9/15/25	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-101-	\$ 156.68
		Total For Check	52431				\$ 156.68
09/16/2025	Payroll Period Ending 09/15/2025	52432	Pay period ending 9/15/25	N	Fire Administration	225-42210-103-	\$ 230.87
		Total For Check	52432				\$ 230.87
09/16/2025	Payroll Period Ending 09/15/2025	52433	Pay period ending 9/15/25	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-101-	\$ 191.60
		Total For Check	52433				\$ 191.60
09/16/2025	Payroll Period Ending 09/15/2025	52434	Pay period ending 9/15/25	N	General Government Buildings and Plant	100-41940-101-	\$ 87.14
		52434			Highways and Streets	201-43101-101-	\$ 1,219.90
		52434			General Government Buildings and Plant	225-41940-101-	\$ 87.14
		52434				609-41940-101-	\$ 348.54

Fund Name: All Funds
Date Range: 09/01/2025 To 09/30/2025

<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>
Total For Check		52434					\$ 1,742.72
09/16/2025	Payroll Period Ending 09/15/2025	52435	Pay period ending 9/15/25	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-101-	\$ 1,243.11
Total For Check		52435					\$ 1,243.11
09/16/2025	Payroll Period Ending 09/15/2025	52436	Pay period ending 9/15/25	N	General Government Buildings and Plant	100-41940-101-	\$ 31.03
		52436			Highways and Streets	201-43101-101-	\$ 124.11
Total For Check		52436					\$ 155.14
09/16/2025	Payroll Period Ending 09/15/2025	52437	Pay period ending 9/15/25	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-101-	\$ 474.52
Total For Check		52437					\$ 474.52
09/16/2025	Payroll Period Ending 09/15/2025	52438	Pay period ending 9/15/25	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-101-	\$ 169.12
Total For Check		52438					\$ 169.12
09/16/2025	Payroll Period Ending 09/15/2025	52439	Pay period ending 9/15/25	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-101-	\$ 608.60
Total For Check		52439					\$ 608.60
09/16/2025	Payroll Period Ending 09/15/2025	52440	Pay period ending 9/15/25	N	Fire Administration	225-42210-103-	\$ 184.70
Total For Check		52440					\$ 184.70
09/16/2025	Payroll Period Ending 09/15/2025	52441	Pay period ending 9/15/25	N	Administration	100-41401-101-	\$ 1,093.75
		52441				609-41401-101-	\$ 193.01
Total For Check		52441					\$ 1,286.76
09/16/2025	Payroll Period Ending 09/15/2025	52442	Pay period ending 9/15/25	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-101-	\$ 160.69
Total For Check		52442					\$ 160.69
09/16/2025	Payroll Period Ending 09/15/2025	52443	Pay period ending 9/15/25	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-101-	\$ 173.53
Total For Check		52443					\$ 173.53
09/16/2025	Payroll Period Ending 09/15/2025	52444	Pay period ending 9/15/25	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-101-	\$ 353.99
Total For Check		52444					\$ 353.99
09/16/2025	Payroll Period Ending 09/15/2025	52445	Pay period ending 9/15/25	N	Administration	100-41401-101-	\$ 1,801.86

Fund Name: All Funds

Date Range: 09/01/2025 To 09/30/2025

<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>
		52445				609-41401-101-	\$ 317.97
	Total For Check	52445					\$ 2,119.83
09/16/2025	Payroll Period Ending 09/15/2025	52446	Pay period ending 9/15/25	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-101-	\$ 655.34
	Total For Check	52446					\$ 655.34
09/16/2025	Payroll Period Ending 09/15/2025	52447	Pay period ending 9/15/25	N	Fire Administration	225-42210-103-	\$ 184.70
	Total For Check	52447					\$ 184.70
09/16/2025	Payroll Period Ending 09/15/2025	52448	Pay period ending 9/15/25	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-101-	\$ 921.34
	Total For Check	52448					\$ 921.34
09/16/2025	Payroll Period Ending 09/15/2025	52449	Pay period ending 9/15/25	N	General Government Buildings and Plant	100-41940-101-	\$ 207.76
		52449			Highways and Streets	201-43101-101-	\$ 831.03
	Total For Check	52449					\$ 1,038.79
09/16/2025	Payroll Period Ending 09/15/2025	52450	Pay period ending 9/15/25	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-101-	\$ 231.67
	Total For Check	52450					\$ 231.67
09/16/2025	Payroll Period Ending 09/15/2025	52451	Pay period ending 9/15/25	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-101-	\$ 395.58
	Total For Check	52451					\$ 395.58
09/16/2025	United States Treasury	FED91525	Payroll paid 9-16-25	N	Administration	100-41401-101-	\$ 490.30
		FED91525				100-41401-122-	\$ 233.98
		FED91525				100-41401-126-	\$ 54.71
		FED91525			Acct Payroll Adjustment	100-41501-101-	\$(0.02)
		FED91525				100-41501-122-	\$(0.02)
		FED91525				100-41501-126-	\$(0.01)
		FED91525			General Government Buildings and Plant	100-41940-101-	\$ 39.89
		FED91525				100-41940-122-	\$ 24.94
		FED91525				100-41940-126-	\$ 5.84
		FED91525			Highways and Streets	201-43101-101-	\$ 342.26
		FED91525				201-43101-122-	\$ 173.97
		FED91525				201-43101-126-	\$ 40.69
		FED91525			General Government Buildings and Plant	225-41940-101-	\$ 18.27

Fund Name: All Funds

Date Range: 09/01/2025 To 09/30/2025

<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>
		FED91525				225-41940-122-	\$ 7.42
		FED91525				225-41940-126-	\$ 1.74
		FED91525			Fire Administration	225-42210-101-	\$ 49.73
		FED91525				225-42210-122-	\$ 40.30
		FED91525				225-42210-126-	\$ 9.43
		FED91525			Administration	609-41401-101-	\$ 86.52
		FED91525				609-41401-122-	\$ 41.29
		FED91525				609-41401-126-	\$ 9.66
		FED91525			General Government Buildings and Plant	609-41940-101-	\$ 73.07
		FED91525				609-41940-122-	\$ 29.67
		FED91525				609-41940-126-	\$ 6.94
		FED91525			Liquor Store - Merchandise Purchases - Off-Sale	609-49750-101-	\$ 842.54
		FED91525				609-49750-122-	\$ 460.29
		FED91525				609-49750-126-	\$ 107.64
		Total For Check	FED91525				\$ 3,191.04
09/16/2025	PERA	PERA91625	Payroll Pd 9/16/25	N	Administration	100-41401-101-	\$ 252.71
		PERA91625				100-41401-121-	\$ 291.59
		PERA91625			General Government Buildings and Plant	100-41940-101-	\$ 24.48
		PERA91625				100-41940-121-	\$ 28.25
		PERA91625			Highways and Streets	201-43101-101-	\$ 180.88
		PERA91625				201-43101-121-	\$ 208.70
		PERA91625			General Government Buildings and Plant	225-41940-101-	\$ 8.29
		PERA91625				225-41940-121-	\$ 9.57
		PERA91625			Administration	609-41401-101-	\$ 44.60
		PERA91625				609-41401-121-	\$ 51.46
		PERA91625			General Government Buildings and Plant	609-41940-101-	\$ 33.18
		PERA91625				609-41940-121-	\$ 38.28
		PERA91625			Liquor Store - Merchandise Purchases - Off-Sale	609-49750-101-	\$ 442.90
		PERA91625				609-49750-121-	\$ 511.05
		Total For Check	PERA91625				\$ 2,125.94
09/18/2025	Minnesota Child SupportPayment Cent	52452	E. Brodhead child support 8/31/25	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-101-	\$ 170.40
		Total For Check	52452				\$ 170.40

Fund Name: All Funds

Date Range: 09/01/2025 To 09/30/2025

<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>
09/18/2025	Minnesota Child Support Cent	52453	E. Brodhead child support 9/15/25	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-101-	\$ 170.40
		Total For Check	52453				\$ 170.40
09/18/2025	Hubbard Radio Brainerd	52454	Twins Reg Season ads	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-342-	\$ 216.00
		Total For Check	52454				\$ 216.00
09/18/2025	LMCIT	52455	Work Comp Audit Amount Due	N	Highways and Streets	201-43101-151-	\$ 920.00
		Total For Check	52455				\$ 920.00
09/18/2025	MN PEIP	52456	Health & Dental Insurance October	N	Administration	100-41401-101-	\$ 55.65
		52456				100-41401-101-	\$ 212.38
		52456				100-41401-131-	\$ 849.54
		52456				100-41401-132-	\$ 55.65
		52456			Highways and Streets	201-43101-101-	\$ 318.58
		52456				201-43101-131-	\$ 743.34
		52456			Liquor Store - Merchandise Purchases - Off-Sale	609-49750-101-	\$ 318.58
		52456				609-49750-131-	\$ 743.34
		52456				609-49750-131-	\$ 23.57
		52456				609-49750-132-	\$ 23.57
		Total For Check	52456				\$ 3,344.20
09/18/2025	TOAST INC	52457	Final payment for POS system in the on sale	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-570-	\$ 1,609.21
		Total For Check	52457				\$ 1,609.21
09/18/2025	Med Compass	52458	SCBA Med Exams - Med Exam	N	Fire Administration	225-42210-303-	\$ 1,520.00
		Total For Check	52458				\$ 1,520.00
09/18/2025	Pine River State Bank	9182025	Stop payment Patenaude and Fitzpatrick	N	Fire Administration	225-42210-433-	\$ 25.00
		9182025			Liquor Store - Merchandise Purchases - Off-Sale	609-49750-433-	\$ 25.00
		Total For Check	9182025				\$ 50.00
09/19/2025	Mark Posterick	52459	Compressor for draining out splashpad	N	General Government	204-41001-223-	\$ 200.00
		Total For Check	52459				\$ 200.00

Fund Name: All Funds

Date Range: 09/01/2025 To 09/30/2025

<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>
09/22/2025	Cash	2720	ATM Refill	N	ATM Transactions	610-41502-210-	\$ 6,000.00
		Total For Check	2720				\$ 6,000.00
09/23/2025	Cadenace Patenaude	52460*	Replacment for lost check dated 10/31/34 for \$72.64 less \$25 fee	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-101-	\$ 47.64
		Total For Check	52460				\$ 47.64
09/23/2025	Capital One Bank USA	52461	Toast POS, well filtration, LMC class, Stamps, Maintenance class, tools, bar supplies	N	General Government	100-41001-322-	\$ 158.75
		52461			Administration	100-41401-308-	\$ 250.00
		52461				100-41401-433-	\$ 22.19
		52461			Highways and Streets	201-43101-240-	\$ 77.49
		52461				201-43101-308-	\$ 45.00
		52461			General Government	204-41001-223-	\$ 5,804.52
		52461			Liquor Store - Merchandise Purchases - Off-Sale	609-49750-211-	\$ 246.98
		52461				609-49750-308-	\$ 20.00
		52461				609-49750-570-	\$ 1,927.21
		Total For Check	52461				\$ 8,552.14
09/23/2025	Crow Wing County	52462	Filing fees Fails Var, Mckeehen CUP, Sandall Var, Milbrath Var	N	General Government	201-41001-303-	\$ 184.00
		Total For Check	52462				\$ 184.00
09/23/2025	Central McGowan,Inc - 139156	52463	Carbon Dioxide Fill	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-255-	\$ 145.80
		Total For Check	52463				\$ 145.80
09/23/2025	Crow Wing Power	52464	Electricity -	N	General Government	100-41001-381-	\$ 427.15
		52464			Highways and Streets	201-43101-381-	\$ 122.34
		52464			Fire Administration	225-42210-381-	\$ 122.34
		52464			Liquor Store - Merchandise Purchases - Off-Sale	609-49750-381-	\$ 2,191.58
		Total For Check	52464				\$ 2,863.41
09/23/2025	Emily Meats	52465	Burger monthly statement August	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-259-	\$ 530.70
		Total For Check	52465				\$ 530.70
09/23/2025	Tap Beer Solutions	52466	Clean Beer Lines: September 19-2025	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-221-	\$ 88.00

Fund Name: All Funds

Date Range: 09/01/2025 To 09/30/2025

<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>
	Total For Check	52466					\$ 88.00
09/23/2025	Diamond Mowers	52467	Bearing Grnd Roller	N	Highways and Streets	201-43101-221-	\$ 1,194.19
	Total For Check	52467					\$ 1,194.19
09/23/2025	Gammello-Pearson PLLC	52468	August Invoice	N	City/Town Attorney	100-41610-304-	\$ 1,085.00
	Total For Check	52468					\$ 1,085.00
09/29/2025	Cash	2721	ATM Refill	N	ATM Transactions	610-41502-210-	\$ 8,000.00
	Total For Check	2721					\$ 8,000.00
09/30/2025	Payroll Period Ending 09/30/2025	52469	Pay period ending 9/30/25	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-101-	\$ 164.06
	Total For Check	52469					\$ 164.06
09/30/2025	Payroll Period Ending 09/30/2025	52470	Pay period ending 9/30/25	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-101-	\$ 318.72
	Total For Check	52470					\$ 318.72
09/30/2025	Payroll Period Ending 09/30/2025	52471	Pay period ending 9/30/25	N	General Government Buildings and Plant	100-41940-101-	\$ 87.14
		52471			Highways and Streets	201-43101-101-	\$ 1,219.90
		52471			General Government Buildings and Plant	225-41940-101-	\$ 87.14
		52471				609-41940-101-	\$ 348.54
	Total For Check	52471					\$ 1,742.72
09/30/2025	Payroll Period Ending 09/30/2025	52472	Pay period ending 9/30/25	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-101-	\$ 1,243.11
	Total For Check	52472					\$ 1,243.11
09/30/2025	Payroll Period Ending 09/30/2025	52473	Pay period ending 9/30/25	N	General Government Buildings and Plant	100-41940-101-	\$ 31.03
		52473			Highways and Streets	201-43101-101-	\$ 124.11
	Total For Check	52473					\$ 155.14
09/30/2025	Payroll Period Ending 09/30/2025	52474	Pay period ending 9/30/25	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-101-	\$ 707.90
	Total For Check	52474					\$ 707.90
09/30/2025	Payroll Period Ending 09/30/2025	52475	Pay period ending 9/30/25	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-101-	\$ 179.47

Fund Name: All Funds

Date Range: 09/01/2025 To 09/30/2025

<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>
Total For Check		52475					\$ 179.47
09/30/2025	Payroll Period Ending 09/30/2025	52476	Pay period ending 9/30/25	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-101-	\$ 270.17
Total For Check		52476					\$ 270.17
09/30/2025	Payroll Period Ending 09/30/2025	52477	Pay period ending 9/30/25	N	Administration	100-41401-101-	\$ 1,016.65
		52477				609-41401-101-	\$ 179.41
Total For Check		52477					\$ 1,196.06
09/30/2025	Payroll Period Ending 09/30/2025	52478	Pay period ending 9/30/25	N	General Government	220-41001-103-	\$ 1,736.41
Total For Check		52478					\$ 1,736.41
09/30/2025	Payroll Period Ending 09/30/2025	52479	Pay period ending 9/30/25	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-101-	\$ 247.62
Total For Check		52479					\$ 247.62
09/30/2025	Payroll Period Ending 09/30/2025	52480	Pay period ending 9/30/25	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-101-	\$ 200.95
Total For Check		52480					\$ 200.95
09/30/2025	Payroll Period Ending 09/30/2025	52481	Pay period ending 9/30/25	N	General Government	220-41001-103-	\$ 2,018.74
Total For Check		52481					\$ 2,018.74
09/30/2025	Payroll Period Ending 09/30/2025	52482	Pay period ending 9/30/25	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-101-	\$ 180.33
Total For Check		52482					\$ 180.33
09/30/2025	Payroll Period Ending 09/30/2025	52483	Pay period ending 9/30/25	N	Administration	100-41401-101-	\$ 1,658.90
		52483				609-41401-101-	\$ 292.75
Total For Check		52483					\$ 1,951.65
09/30/2025	Payroll Period Ending 09/30/2025	52484	Pay period ending 9/30/25	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-101-	\$ 582.25
Total For Check		52484					\$ 582.25
09/30/2025	Payroll Period Ending 09/30/2025	52485	Pay period ending 9/30/25	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-101-	\$ 985.51
Total For Check		52485					\$ 985.51
09/30/2025	Payroll Period Ending 09/30/2025	52486	Pay period ending 9/30/25	N	General Government Buildings and Plant	100-41940-101-	\$ 178.99
		52486			Highways and Streets	201-43101-101-	\$ 715.95

Fund Name: All Funds

Date Range: 09/01/2025 To 09/30/2025

<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>
Total For Check		52486					\$ 894.94
09/30/2025	Payroll Period Ending 09/30/2025	52487	Pay period ending 9/30/25	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-101-	\$ 413.27
Total For Check		52487					\$ 413.27
09/30/2025	Bernicks Inc	52488	Beer	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-252-	\$ 1,190.06
Total For Check		52488					\$ 1,190.06
09/30/2025	Breakthru Beverage	52489	Liquor	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-251-	\$ 2,362.58
		52489				609-49750-333-	\$ 29.30
Total For Check		52489					\$ 2,391.88
09/30/2025	Carin Anderson	52490	Microphone repair parts	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-201-	\$ 177.60
Total For Check		52490					\$ 177.60
09/30/2025	C & L Distributing, Inc	52491	Beer	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-252-	\$ 3,622.65
Total For Check		52491					\$ 3,622.65
09/30/2025	Crosby-Ironton Courier	52492	Public hearing notices Sept 23	N	Planning and Zoning	100-41910-351-	\$ 46.58
Total For Check		52492					\$ 46.58
09/30/2025	Crosslake Ace Hardware	52493	Cleaners for park equipment, shop furnace parts	N	Highways and Streets	201-43101-223-	\$ 19.42
		52493			General Government	204-41001-223-	\$ 151.89
Total For Check		52493					\$ 171.31
09/30/2025	Minnesota Child SupportPayment Cent	52494	E. Brodhead child support 09/30/25	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-101-	\$ 170.40
Total For Check		52494					\$ 170.40
09/30/2025	Great Plains Fire	52495	Nano Hoods	N	Fire Administration	225-42210-333-	\$ 25.57
		52495				225-42210-580-	\$ 504.00
Total For Check		52495					\$ 529.57
09/30/2025	Granite City Jobbing	52496	Tobacco,Merch/Soda/Supplies	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-250-	\$ 283.67
		52496				609-49750-256-	\$ 1,285.08
		52496				609-49750-333-	\$ 20.00

Fund Name: All Funds

Date Range: 09/01/2025 To 09/30/2025

<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>
Total For Check		52496					\$ 1,588.75
09/30/2025	Dahlheimer Beverage	52497	Beer/Bar Supplies	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-252-	\$ 2,255.07
Total For Check		52497					\$ 2,255.07
09/30/2025	Heggies Pizza	52498	Merchandise Resale	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-259-	\$ 923.55
Total For Check		52498					\$ 923.55
09/30/2025	Johnson Brothers	52499	Liquor	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-251-	\$ 2,540.92
		52499				609-49750-253-	\$ 502.67
		52499				609-49750-255-	\$ 178.68
		52499				609-49750-333-	\$ 57.33
Total For Check		52499					\$ 3,279.60
09/30/2025	Premium Grant Writer	52500	September City and Fire	N	Administration	100-41401-308-	\$ 595.00
		52500			Fire Administration	225-42210-308-	\$ 531.25
Total For Check		52500					\$ 1,126.25
09/30/2025	Northern Lakes Electric	52501	Bar kitchen GIF repair	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-223-	\$ 285.50
Total For Check		52501					\$ 285.50
09/30/2025	NAPA Five Star Auto Parts	52502	Oil	N	Highways and Streets	201-43101-221-	\$ 121.85
		52502			Fire Administration	225-42210-221-	\$ 290.71
Total For Check		52502					\$ 412.56
09/30/2025	Sourcewell	52503	August Services	N	Planning and Zoning	100-41910-310-	\$ 2,103.75
Total For Check		52503					\$ 2,103.75
09/30/2025	Signature Concepts	52504	Clothing	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-258-	\$ 2,652.00
		52504				609-49750-333-	\$ 72.74
Total For Check		52504					\$ 2,724.74
09/30/2025	Simonson Lumber Company	52505	City sign posts	N	General Government	100-41001-223-	\$ 131.56
Total For Check		52505					\$ 131.56
09/30/2025	The Office Shop	52506	Chair, 4 drawer legal file	N	General Government	100-41001-201-	\$ 448.00
Total For Check		52506					\$ 448.00

Fund Name: All Funds

Date Range: 09/01/2025 To 09/30/2025

<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>
09/30/2025	Tri County Septic Inspection	52507	Ford, Fiksdahl, Schmidt,Lohmiller,	N	Planning and Zoning	100-41910-303-	\$ 305.00
		Total For Check	52507				\$ 305.00
09/30/2025	US Foods	52508	Food / Bar Supplies-	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-255-	\$ 816.33
		52508				609-49750-259-	\$ 5,678.39
		52508				609-49750-333-	\$ 30.00
		Total For Check	52508				\$ 6,524.72
09/30/2025	Viking Coca Cola	52509	Soda	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-254-	\$ 897.15
		Total For Check	52509				\$ 897.15
09/30/2025	Xcel Energy	52510	Natural Gas -	N	General Government	100-41001-383-	\$ 23.61
		52510			Liquor Store - Merchandise Purchases - Off-Sale	609-49750-383-	\$ 43.84
		Total For Check	52510				\$ 67.45
09/30/2025	Home City Ice	52511	Ice	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-257-	\$ 130.45
		Total For Check	52511				\$ 130.45
09/30/2025	Pequot Gull Lake Sanitation	52512	Trash Service	N	General Government	100-41001-384-	\$ 115.32
		52512			Liquor Store - Merchandise Purchases - Off-Sale	609-49750-384-	\$ 214.17
		Total For Check	52512				\$ 329.49
09/30/2025	Rise and Shine Cleaners	52513	September Bar Cleaning Services	N	Liquor Store - Merchandise Purchases - Off-Sale	609-49750-211-	\$ 1,288.50
		Total For Check	52513				\$ 1,288.50
09/30/2025	Tremolo Communications	52514	Monthly cable/internet/phone	N	General Government	100-41001-302-	\$ 327.00
		52514				100-41001-321-	\$ 187.97
		52514			Fire Administration	225-42210-321-	\$ 41.62
		52514			Liquor Store - Merchandise Purchases - Off-Sale	609-49750-302-	\$ 424.00
		52514				609-49750-321-	\$ 76.57
		Total For Check	52514				\$ 1,057.16

Fund Name: All Funds

Date Range: 09/01/2025 To 09/30/2025

<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>
09/30/2025	Emily Ace Hardware	52515	Gloves, cleaner, plants, fastners, poison, broom, winterizer, frying oil	N	General Government	100-41001-211-	\$ 6.82
		52515			Highways and Streets	201-43101-223-	\$ 133.13
		52515			General Government	204-41001-223-	\$ 167.54
		52515			Liquor Store - Merchandise Purchases - Off-Sale	609-49750-201-	\$ 71.96
		52515				609-49750-223-	\$ 23.38
		52515				609-49750-255-	\$ 46.49
	Total For Check	52515					\$ 449.32
09/30/2025	United States Treasury	FED93025	Payroll paid 9-30-25	N	Administration	100-41401-101-	\$ 432.94
		FED93025				100-41401-122-	\$ 214.47
		FED93025				100-41401-126-	\$ 50.16
		FED93025			General Government Buildings and Plant	100-41940-101-	\$ 37.18
		FED93025				100-41940-122-	\$ 22.74
		FED93025				100-41940-126-	\$ 5.33
		FED93025			Highways and Streets	201-43101-101-	\$ 331.36
		FED93025				201-43101-122-	\$ 165.14
		FED93025				201-43101-126-	\$ 38.62
		FED93025			General Government	220-41001-101-	\$ 674.64
		FED93025				220-41001-122-	\$ 288.51
		FED93025				220-41001-126-	\$ 67.47
		FED93025			General Government Buildings and Plant	225-41940-101-	\$ 18.27
		FED93025				225-41940-122-	\$ 7.42
		FED93025				225-41940-126-	\$ 1.74
		FED93025			Administration	609-41401-101-	\$ 76.41
		FED93025				609-41401-122-	\$ 37.85
		FED93025				609-41401-126-	\$ 8.85
		FED93025			General Government Buildings and Plant	609-41940-101-	\$ 73.07
		FED93025				609-41940-122-	\$ 29.67
		FED93025				609-41940-126-	\$ 6.94
		FED93025			Liquor Store - Merchandise Purchases - Off-Sale	609-49750-101-	\$ 818.97
		FED93025				609-49750-122-	\$ 442.03
		FED93025				609-49750-126-	\$ 103.37
	Total For Check	FED93025					\$ 3,953.15
09/30/2025	PERA	PERA93025	Payroll Pd 9/30/25	N	Administration	100-41401-101-	\$ 232.27

Fund Name: All Funds

Date Range: 09/01/2025 To 09/30/2025

<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>
		PERA93025				100-41401-121-	\$ 268.00
		PERA93025			Acct Payroll Adjustment	100-41501-121-	\$(0.03)
		PERA93025			General Government Buildings and Plant	100-41940-101-	\$ 22.17
		PERA93025				100-41940-121-	\$ 25.59
		PERA93025			Highways and Streets	201-43101-101-	\$ 171.63
		PERA93025				201-43101-121-	\$ 198.03
		PERA93025			General Government Buildings and Plant	225-41940-101-	\$ 8.29
		PERA93025				225-41940-121-	\$ 9.57
		PERA93025			Administration	609-41401-101-	\$ 40.99
		PERA93025				609-41401-121-	\$ 47.30
		PERA93025			General Government Buildings and Plant	609-41940-101-	\$ 33.18
		PERA93025				609-41940-121-	\$ 38.28
		PERA93025			Liquor Store - Merchandise Purchases - Off-Sale	609-49750-101-	\$ 432.92
		PERA93025				609-49750-121-	\$ 499.55
	Total For Check	PERA93025					\$ 2,027.74
09/30/2025	MN Department of Revenue	STW93025	State Withholding 9/30/25	N	Council/Town Board	100-41110-101-	\$ 100.00
		STW93025			Administration	100-41401-101-	\$ 253.68
		STW93025			Acct Payroll Adjustment	100-41501-101-	\$ 0.02
		STW93025			General Government Buildings and Plant	100-41940-101-	\$ 22.26
		STW93025			Highways and Streets	201-43101-101-	\$ 207.96
		STW93025			General Government	220-41001-101-	\$ 223.61
		STW93025			General Government Buildings and Plant	225-41940-101-	\$ 11.88
		STW93025			Administration	609-41401-101-	\$ 44.77
		STW93025			General Government Buildings and Plant	609-41940-101-	\$ 47.54
		STW93025			Liquor Store - Merchandise Purchases - Off-Sale	609-49750-101-	\$ 446.41
	Total For Check	STW93025					\$ 1,358.13
Total For Selected Checks							\$ 141,375.31

Fund Name:

All Funds

Date Range:

09/01/2025 To 09/30/2025

Date	Remitter	Receipt #	Description	Deposit ID	Void	Account Name	F-A-P	Total
09/02/2025	United States Postal Service	10040	VPO Rental	(09/02/2025) - VPO	N	VPO (Village Post Office) Contract	100-36225-	\$ 41.67
								\$ 41.67
09/07/2025	50 Lakes Bar & Bottle Shop	10020	Deposit week of 9/7/25	(09/07/2025) - LIQ	N	Sales	609-37810-	\$ 143.97
						Liquor	609-37811-	\$ 410.82
						Beer	609-37812-	\$ 717.07
						Soft Drinks	609-37814-	\$ 30.00
						Other Merchandise	609-37815-	\$ 92.47
						Cigarettes and Tobacco	609-37816-	\$ 375.49
						THC Drinks	609-37817-	\$ 35.98
						Credit Card Fee	609-37819-	\$ 25.62
						Sales	609-37910-	\$ 1,156.31
						Liquor	609-37911-	\$ 5,086.54
						Beer	609-37912-	\$ 3,987.90
						Wine	609-37913-	\$ 222.07
						Wine	609-37913-	\$ 182.85
						Soft Drinks	609-37914-	\$ 263.26
						Other Merchandise	609-37915-	\$ 121.73
						Clothing	609-37917-	\$ 40.00
						Food	609-37918-	\$ 2,956.02
						Credit Card Fee	609-37919-	\$ 179.18
						Cash Discounts - On-Sale	609-37930-	\$(141.85)
						Cash Shortage On Sale	609-37941-	\$ 12.95
								\$ 15,898.38
09/12/2025	50 Lakes Bar & Bottle Shop	10021	Coors Boot Fundraiser	(09/12/2025) - FD	N	Contributions and Donations from Private Sources	225-36230-	\$ 870.21
								\$ 870.21
09/12/2025	Laura Smith	10022	SSTS Permit Fee	(09/12/2025) - Permit	N	Building Permits (Excludes surcharge)	100-32210-	\$ 256.25
								\$ 256.25
09/14/2025	50 Lakes Bar & Bottle Shop	10023	Deposit week of 9-14-25	(09/14/2025) - LIQ	N	Sales	609-37810-	\$ 190.09

Fund Name: All Funds
Date Range: 09/01/2025 To 09/30/2025

<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>
						Liquor	609-37811-	\$ 599.43
						Beer	609-37812-	\$ 1,076.85
						Wine	609-37813-	\$ 75.94
						Soft Drinks	609-37814-	\$ 35.49
						Other Merchandise	609-37815-	\$ 72.25
						Cigarettes and Tobacco	609-37816-	\$ 246.46
						THC Drinks	609-37817-	\$ 52.97
						Credit Card Fee	609-37819-	\$ 34.36
						Sales	609-37910-	\$ 1,129.72
						Liquor	609-37911-	\$ 4,133.74
						Beer	609-37912-	\$ 3,860.39
						Wine	609-37913-	\$ 344.98
						Soft Drinks	609-37914-	\$ 323.04
						Other Merchandise	609-37915-	\$ 202.52
						Clothing	609-37917-	\$ 110.00
						Food	609-37918-	\$ 3,873.75
						Credit Card Fee	609-37919-	\$ 168.75
						Cash Discounts - On-Sale	609-37930-	\$(214.02)
						Cash Shortage On Sale	609-37941-	\$ 22.86
								\$ 16,339.57
09/18/2025	Cardtronics	10039	ATM fees	(09/18/2025) - ATM	N	Vending Machine Revenues or Commissions	609-37920-	\$ 584.88
								\$ 584.88
09/19/2025	M. Ford	10025	SSTS Permit Fee	(09/19/2025) -	N	Building Permits (Excludes surcharge)	100-32210-	\$ 250.00
								\$ 250.00
09/19/2025	S. Smith	10026	Lot split fee	(09/19/2025) -	N	Building Permits (Excludes surcharge)	100-32210-	\$ 350.00
								\$ 350.00
09/19/2025	D. Hogan	10027	Variance Permit Fee	(09/19/2025) -	N	Building Permits (Excludes surcharge)	100-32210-	\$ 450.00
								\$ 450.00
09/19/2025	P. Sandall	10028	Septic Variance Application	(09/19/2025) -	N	Building Permits (Excludes surcharge)	100-32210-	\$ 450.00
								\$ 450.00

Fund Name: All Funds
Date Range: 09/01/2025 To 09/30/2025

<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>
09/19/2025	J. Vetsch	10029	Permit Fee	(09/19/2025) -	N	Building Permits (Excludes surcharge)	100-32210-	\$ 200.00
								\$ 200.00
09/19/2025	Olson, Herman, Dusenka	10030	Stamps	(09/19/2025) -	N	Stamps	100-34003-	\$ 32.00
								\$ 32.00
09/19/2025	J. Desenka	10041	Shoreline Alt permit fee	(09/19/2025) - Permt	N	Building Permits (Excludes surcharge)	100-32210-	\$ 50.00
								\$ 50.00
09/21/2025	50 Lakes Bar & Bottle Shop	10024	Deposit week of 9-21-25	(09/21/2025) - LIQ	N	Sales	609-37810-	\$ 170.57
						Liquor	609-37811-	\$ 586.29
						Beer	609-37812-	\$ 798.00
						Wine	609-37813-	\$ 150.87
						Soft Drinks	609-37814-	\$ 35.49
						Other Merchandise	609-37815-	\$ 56.88
						Cigarettes and Tobacco	609-37816-	\$ 355.97
						THC Drinks	609-37817-	\$ 33.98
						Credit Card Fee	609-37819-	\$ 25.74
						Sales	609-37910-	\$ 978.81
						Liquor	609-37911-	\$ 4,262.48
						Beer	609-37912-	\$ 3,150.29
						Wine	609-37913-	\$ 358.14
						Soft Drinks	609-37914-	\$ 202.60
						Other Merchandise	609-37915-	\$ 124.06
						Clothing	609-37917-	\$ 451.38
						Food	609-37918-	\$ 2,622.72
						Credit Card Fee	609-37919-	\$ 142.39
						Cash Discounts - On-Sale	609-37930-	\$(142.18)
						Cash Shortage On Sale	609-37941-	\$ 2.86
								\$ 14,367.34
09/23/2025	J. Ferkinhoff	10031	CUP permit fee	(09/23/2025) - Permit	N	Building Permits (Excludes surcharge)	100-32210-	\$ 461.25
								\$ 461.25
09/26/2025	Fifty Lakes Fire Relief	10032	Rent for August	(09/26/2025) - Rent	N	Pull Tab Rent	609-37922-	\$ 5,732.25

Fund Name: All Funds
Date Range: 09/01/2025 To 09/30/2025

<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>
								\$ 5,732.25
09/26/2025	Fifty Lakes Property Owners Associa	10033	AIS Funds	(09/26/2025) - AIS	N	Charges for Services	220-34001-	\$ 6,182.00
								\$ 6,182.00
09/26/2025	J. Maier	10034	Driveway and address Permit Fee	(09/26/2025) - Permit	N	Building Permits (Excludes surcharge)	100-32210-	\$ 150.00
								\$ 150.00
09/26/2025	J. Gleason	10035	E-911 Permit Fee	(09/26/2025) - Permit	N	Charges for Services	100-34001-	\$ 100.00
								\$ 100.00
09/28/2025	50 Lakes Bar & Bottle Shop	10036	Deposit week of 9-28-25	(09/28/2025) - LIQ	N	Sales	609-37810-	\$ 235.03
						Liquor	609-37811-	\$ 921.55
						Beer	609-37812-	\$ 1,128.38
						Wine	609-37813-	\$ 173.84
						Soft Drinks	609-37814-	\$ 40.00
						Other Merchandise	609-37815-	\$ 120.01
						Cigarettes and Tobacco	609-37816-	\$ 286.50
						THC Drinks	609-37817-	\$ 35.98
						Credit Card Fee	609-37819-	\$ 39.01
						Sales	609-37910-	\$ 1,197.29
						Liquor	609-37911-	\$ 4,725.42
						Beer	609-37912-	\$ 3,901.69
						Wine	609-37913-	\$ 291.22
						Soft Drinks	609-37914-	\$ 304.96
						Other Merchandise	609-37915-	\$ 136.48
						Clothing	609-37917-	\$ 610.00
						Food	609-37918-	\$ 4,328.60
						Credit Card Fee	609-37919-	\$ 179.61
						Cash Discounts - On-Sale	609-37930-	\$(238.82)
						Cash Shortage On Sale	609-37941-	\$(12.17)
								\$ 18,404.58
09/30/2025	50 Lakes Bar & Bottle Shop	10037	Deposit week of 9-30-25	(09/30/2025) - LIQ	N	Sales	609-37810-	\$ 40.03
						Liquor	609-37811-	\$ 106.95
						Beer	609-37812-	\$ 227.86

Fund Name: All Funds
Date Range: 09/01/2025 To 09/30/2025

<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>
						Wine	609-37813-	\$ 50.95
						Soft Drinks	609-37814-	\$ 8.00
						Other Merchandise	609-37815-	\$ 12.89
						Cigarettes and Tobacco	609-37816-	\$ 63.50
						Credit Card Fee	609-37819-	\$ 4.85
						Sales	609-37910-	\$ 196.04
						Liquor	609-37911-	\$ 742.98
						Beer	609-37912-	\$ 646.38
						Wine	609-37913-	\$ 139.71
						Soft Drinks	609-37914-	\$ 59.98
						Other Merchandise	609-37915-	\$ 38.73
						Food	609-37918-	\$ 542.05
						Credit Card Fee	609-37919-	\$ 14.83
						Cash Discounts - On-Sale	609-37930-	\$(30.00)
						Cash Shortage On Sale	609-37941-	\$ 2.33
								<u>\$ 2,868.06</u>
09/30/2025	ATM Network	10038	ATM transactions	(09/30/2025) - ATM	N	ATM Transactions	610-36221-	\$ 33,080.00
								<u>\$ 33,080.00</u>
09/30/2025	Pine River State Bank	10042	Interest earned September	(09/30/2025) - INT	N	Interest Earning	100-36210-	\$ 73.44
								<u>\$ 73.44</u>
Total for Selected Receipts								<u><u>\$ 117,191.88</u></u>

MINUTES OF THE MEETING/ACTIVITY
OF THE FIFTY LAKES FIRE & RESCUE DEPARTMENT

September 10, 2025

Location: Fire Hall

Start Time: 19:00 End Time: 21:15

Meeting/Activity Type: Drill Night

Present:

Gina Anderson Lori Crawford

William Anderson Rick Crawford

Jesse Anderson Dawn Fitzpatrick

Mark Bradley Jacob Grecula

Sandy Case Brandon Peterson

Dave Eng Cassie Sullivan

Keith Fitzpatrick Ed Shetka

Andy Hemphill Will Lyke

Blair Mileski

The department had a vehicle delivered to the hall to cut up with our extrication tools. We gave everyone a chance to use the tools to access and cut the vehicle apart. The class was self-instructed by the senior officers. Members who don't have them were measured and fitted for new "blues" and coats. The ARMOR radios were attempted to be calibrated as per Crow Wing County's instructions; we will know more next month on the results.

Submitted by _____

Jesse Anderson

MINUTES OF THE MEETING/ACTIVITY
OF THE FIFTY LAKES FIRE & RESCUE DEPARTMENT

September 24, 2025

Location: Fire Hall

Start Time: 19:10 End Time: 20:11

Meeting/Activity Type: Business Meeting

Present:

Jesse Anderson

Sandy Case

Blair Mileski

Lori Crawford

Brandon Peterson

Ed Shetka

Will Lyke

Dave Eng

Rick Crawford

Andy Hemphill

Mark Bradley

Cassie Sullivan

Dawn Fitzpatrick

(non-member)

Paisley Mileski (Blair's daughter)

The Relief Association reviewed and passed the following: Augusts' meeting minutes, Augusts' gambling report, the Treasures Report for August; a donation was made to Brainerd Warrior Gymnastics for \$1,000 and to Emily Food Shelf for \$1,250 for holiday meals. The Association approved the purchase of office supplies totaling \$177 and to also to pay Claussen and Shizel totaling \$8,400.

Calls for September 2025: Fire Service: 0 Medical Service: 1

Submitted by _____

Jesse Anderson

**City of Fifty Lakes
Resolution 2025-15**

**State of Minnesota
County of Crow Wing
City Fifty Lakes**

**A RESOLUTION ACCEPTING GRANT NAVIGATOR FUNDING FROM THE
LEAGUE OF MINNESOTA CITIES**

WHEREAS, the League of Minnesota Cities has created a pilot Grants Navigation Program in which LMC provides grants up to \$5,000 per city to use with industry partners to ease the process of identifying matching funds to city projects and aid in the grant application projects,

WHEREAS, the Fifty Lakes City submitted an application for the Grant for support in finding grant funding for Solar on City Hall/ Liquor Store Building project,

WHEREAS, the City has been notified that it has been awarded \$4,930 from the Grant to find additional grant funding for the Project,

WHEREAS, the city council has determined that it is in the best interests of the City to accept the Funding and proceed with hiring a contractor to assist in finding additional grand opportunities for the Project subject to the terms and conditions of the Grant.

NOW, THEREFORE, BE IT RESOLVED the city council of the City of Fifty Lakes, MN as follows:

1. The City accepts the Funding in order to seek additional grant opportunities to complete the Project consistent with the findings in the Application.
2. The City shall use the Funding to enter into an agreement with Prem Grant Services to find additional grant funding for the Project in a manner consistent with the terms and conditions of the Grant and the Application.
3. City office staff are hereby appointed as the City's Authorizing Agent related to the Grant and the Project.
4. The Authorizing Agent is granted the authority to commit the City to any terms and conditions required to accept the Grant.
5. The Authorizing Agent is granted the authority and directed to execute any documents necessary to accept the Funding.
6. The Authorizing Agent shall serve as the City's official liaison with the entity issuing the Grant.
7. The Authorizing Agent is granted the authority to direct City staff and the Contractor in matters related to accepting the Grant and finding funding for the Project.
8. If a state, federal, foundation, or nonprofit grant match is not found, or is applied to but not awarded, the City will seek feedback on why the

project was not eligible and report back to the LMC with these findings consistent with the terms and conditions of the Grant.

ADOPTED this 14th day of October 2025

Gary Staples, Mayor

ATTEST:

Ann M. Raph
City Clerk-Treasurer

Memorandum of Understanding (MOU):

([City of Fifty Lakes, MN] Solar on Public Buildings Project)

This MOU establishes a mutual understanding between potential Solar on Public Buildings grant recipient, [City of Fifty Lakes, MN], (“Grantee”) and [Crow Wing Power] (“Utility”) regarding Grantee’s installation of a solar photovoltaic system (“System”) made possible, in part, by the Solar on Public Buildings grant program (“SPB”) under [Sec. 216C.377 MN Statutes](#). The intent of this MOU is to allow Utility the opportunity to provide input and clarity related to the below listed topics, assisting with the accuracy, and streamlining of the System procurement and installation process. This MOU does not create or replace any existing rates or tariffs currently in effect as established by Utility.

SPB was established by the State Legislature in 2023 and designed to provide grants to stimulate the installation of solar energy systems on or adjacent to publicly owned and operated buildings. The Minnesota Department of Commerce developed and administers SPB statewide for local units of government and Tribal Nations served by any electric utility service territory.

Utility and Grantee mutually understand that:

- ❖ the intent of financial information submitted here is to inform Grantee’s financial modeling of the System;
- ❖ the assumptions utilized in financial modeling of the System have significant impact on the projected lifetime cashflow and subsequent overall value of the System;
- ❖ Utility rates are regulated, and customers, including Grantee, have the ability to provide input;
- ❖ future changes to Grantee’s electric rate and tariff cannot be precisely predicted, however, Utility may be able to improve financial modeling due to knowledge about its power supply and other utility costs which influence Grantee’s electric rate; and
- ❖ the information submitted here is true and accurate to the best of Utility’s knowledge.

[Check All] System Interconnection: (CHECK IF CWP AGREES)

☐ Utility has reviewed the SPB System contract with Grantee’s selected solar developer and/or has engaged in discussion(s) with Grantee pertaining to the SPB System contract with Grantee selected solar developer.

☐ As the SPB System is shown to be designed and financed, Utility, as of the date under Utility’s signature below, does not foresee any issues that would prevent System interconnection from proceeding.

[Check One or More] Electric Rate Escalator Assumption:

☐ Utility Submits the Following Average Historical Commercial Electric Rate Increase: [Insert the average annual commercial \$/kWh rate increase for a minimum of 10-year historical period; and/or a list of the average commercial \$/kWh rate per year for a minimum of 10 years]

☐ Utility Submits the Following Future Forecasted Commercial Electric Rate Increase: [Insert, for a 10+ year future forecast, the expected average annual commercial \$/kWh rate increase]

☐ Based on the above submitted historical and/or future forecasted commercial electric rate escalations, Utility recommends Grantee use the following average annual \$/kWh rate increase to inform the financial modeling of the System for the next 25 years of energy production: [Insert Utility recommended annual \$/kWh commercial rate escalator for a 25-year period, with additional explanation as necessary]

[Check One] System Impact on Grantee Electric Tariff:

- ☐ With current System design, in combination with known historical or project Grantee electricity use, Utility does not foresee that the interconnection of the System would result in Grantee transitioning to an alternate electric rate or tariff.
- ☐ With current System design, in combination with known historical or project Grantee electricity use, Utility does foresee that the interconnection of the System would result in Grantee transitioning to an alternate electric rate or tariff. [list the \$/kWh of the old and new electric rate or tariff and describe, as necessary, the impact that this rate or tariff change may have financially on the System's value or Grantee electric bills]
- ☐ Utility unable to determine this based on the following factors. [list factors resulting in this selection]

Utility's authorized representative

Signature: _____

Name: _____

Title: _____

Date: 08/____/2025

Grantee's authorized representative

Signature: _____

Name: Ann M. Raph

Title: City of Fifty Lakes Clerk-Treasurer

Date: 08/____/2025

CWP Representatives

Jeff Wohler CWP Member Service<WOHLERT@CWpower.com>

and/or Luke Christiansen CWP Member Service<christiansen@cwpower.com>



Instructions: Instructions for completing this form are in **red**. Fill in every blank and **delete all instructions** before sending this to the grantee. Include an encumbrance worksheet in order to assist with encumbering the money for this grant contract agreement.

IF THIS FORM DOES NOT FIT YOUR NEEDS, CONTACT YOUR AGENCY'S LEGAL DIVISION, ADMIN'S OFFICE OF GRANTS MANAGEMENT, OR YOUR ASSISTANT ATTORNEY GENERAL.

This Grant Contract Agreement is between the State of Minnesota, acting through its Department of Commerce ("State") and **Give the full name of the grantee including its address** ("Grantee").

Recitals

Under [Minn. Stat. § 216C.02](#), subd. 1, the State is empowered to enter into this Grant Contract Agreement. The State seeks to stimulate the installation of solar energy systems on public buildings pursuant to [MN Statutes Sec. 216C.377](#). The Grantee represents that it is duly qualified and agrees to perform all services described in this Grant Contract Agreement to the satisfaction of the State.

Grant Contract Agreement

1 Term of Grant Contract Agreement

1.1 Effective Date. **Spell out full date (e.g., July 1, 2023)**, or the date the State obtains all required signatures, whichever is later.

Per [Minnesota Statutes § 16B.98, Subd. 5](#), the Grantee must not begin work until this Grant Contract Agreement is fully executed and the State's Authorized Representative has notified the Grantee that work may commence.

Per [Minnesota Statutes § 16B.98 Subd. 7](#), no payments will be made to the Grantee until this Grant Contract Agreement is fully executed.

1.2 Expiration Date. **Choose Option A or Option B and delete the option you do not use.**

- A. **Spell out full date (e.g., June 30, 2025)**, or until all obligations have been satisfactorily fulfilled, whichever occurs first.
- B. **Spell out full date (e.g., June 30, 2025)**, or, in the event this Grant Contract Agreement is continued by way of amendment or new agreement, the date the amendment or new agreement is fully executed, whichever is later. In the event an amendment or new agreement is not fully executed within 60 calendar days of the stated expiration date, this grant agreement will expire on **Insert Date— 60 Days from original expiration date (e.g., August 30, 2025)**.

1.3 Survival of Terms. The following clauses survive the expiration or cancellation of this Grant Contract Agreement: Liability; State Audits; Government Data Practices and Intellectual Property; Publicity and Endorsement; Governing Law, Jurisdiction, and Venue; and Data Disclosure.

2 Specifications, Duties, and Scope of Work

Duties may be detailed either in clause 2 of this Grant Contract Agreement or in an attached Exhibit A. If duties are detailed within the body of this Grant Contract Agreement, strike any reference to Exhibit A throughout this document.

The parties will perform the services outlined in Exhibit A: Specifications, Duties, and Scope of Work.

3 Time

The Grantee must comply with all the time requirements described in this Grant Contract Agreement. In the performance of this Grant Contract Agreement, time is of the essence and failure to meet a deadline date may be a basis for a determination by the State's Authorized Representative that the Grantee has not complied with the terms of the Grant Contract Agreement. The Grantee is required to perform all the duties cited within clause two "Specifications, Duties, and Scope of Work" within the grant period. The State is not obligated to extend the grant period.

4 Consideration and Terms of Payment

The consideration for all services performed by the Grantee pursuant to this Grant Contract Agreement shall be paid by the State as follows:

4.1 Compensation. The total obligation of the State under this Grant Contract Agreement, including all compensation and reimbursements, is not to exceed **\$ Total Compensation and Travel Reimbursement**, which shall be paid in accordance with the terms outlined in Exhibit B: Payment Schedule, which is attached and incorporated into this Grant Contract Agreement.

4.2 Invoices. Payments shall be made by the State after the Grantee's presentation of invoices for services satisfactorily performed and the written acceptance of such services by the State's Authorized Representative. Invoices shall be submitted timely, with additional details as requested by the State, and according to the following schedule: **Insert invoicing schedule here or refer to Exhibit B.**

4.3 Retainage. No more than 95 percent of the amount due under this grant contract may be paid until the final product of this grant contract has been reviewed by the State's Authorized Representative. The balance due will be paid when the State's Authorized Representative determines that the Grantee has satisfactorily fulfilled all the terms of this grant contract.

4.4 Federal Funds. **Remove if this is not a federal subaward.**

- A. Payments will be subawarded to the Grantee from **Name of federal agency** through the **Program name**, Assistance Listing Number **XX.XXX** and Federal Award Identification Number **XXX**.
- B. If applicable, the prime award is attached to this Grant Contract Agreement as Exhibit C: Other Provisions. The Grantee is responsible for its compliance with all applicable federal requirements detailed within Exhibit C: Other Provisions. The Grantee accepts full financial responsibility for any reimbursement imposed by the Grantee's noncompliance.

4.5 Unexpended Funds. The Grantee must promptly return to the State any unexpended funds that have not been accounted for in a financial report to the State.

5 Conditions of Payment

All services provided by the Grantee under this Grant Contract Agreement must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

6 Contracting and Bidding Requirements

The Grantee is required to comply with [Minnesota Statutes § 471.345, Uniform Municipal Contracting Law](#).

- 6.1** The Grantee and any subrecipients must comply with prevailing wage rules per [Minnesota Statutes §§ 177.41 through 177.50](#), as applicable.
- 6.2** The Grantee and any subrecipients must not contract with vendors who are suspended or debarred by the State of Minnesota or the federal government: [Suspended and Debarred Vendors, Minnesota Office of State Procurement](#).
- 6.3** The Grantee must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts.

7 Authorized Representatives

- 7.1** The State's Authorized Representative is **Name, title, email address, address, telephone number**, or their successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this Grant Contract Agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.
- 7.2** The Grantee's Authorized Representative is **Name, title, email address, address, telephone number**, or their successor. If the Grantee's Authorized Representative changes at any time during this Grant Contract Agreement, the Grantee must immediately notify the state.
- 7.3** The Grantee must clearly post on the Grantee's website the names of, and contact information for, the Grantee's leadership and the employee or other person who directly manages and oversees this Grant Contract Agreement on behalf of the Grantee.

8 Assignment, Amendments, Waiver, and Contract Complete

- 8.1 Assignment.** The Grantee may neither assign nor transfer any rights or obligations under this Grant Contract Agreement without the prior consent of the State and a fully executed agreement, executed and approved by the authorized parties or their successors.
- 8.2 Amendments.** Any amendment to this Grant Contract Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Grant Contract Agreement or their successors.

8.3 Waiver. If the State fails to enforce any provision of this Grant Contract Agreement, that failure does not waive the provision or its right to enforce it.

8.4 Contract Complete. This Grant Contract Agreement contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this Grant Contract Agreement, whether written or oral, may be used to bind either party.

9 Subcontracting and Subcontract Payment

9.1 A subrecipient is a person or entity that has been awarded a portion of the work authorized by this Grant Contract Agreement by Grantee. The Grantee must document any subaward through a formal legal agreement. The Grantee must provide timely notice to the State of any subrecipient(s) prior to the subrecipient(s) performing work under this Grant Contract Agreement.

9.2 The Grantee must monitor the activities of the subrecipient(s) to ensure the subaward is used for authorized purposes; is in compliance with the terms and conditions of the subaward, [Minnesota Statutes § 16B.97, Subd. 4 \(a\) \(1\)](#) and other relevant statutes and regulations; and that subaward performance goals are achieved.

9.3 During this Grant Contract Agreement, if a subrecipient is determined to be performing unsatisfactorily by the State's Authorized Representative, the Grantee will receive written notification that the subrecipient can no longer be used for this Grant Contract Agreement.

9.4 No subagreement shall serve to terminate or in any way affect the primary legal responsibility of the Grantee for timely and satisfactory performances of the obligations contemplated by the Grant Contract Agreement.

9.5 The Grantee must pay any subrecipient in accordance with [Minnesota Statutes § 16A.1245](#).

9.6 The Grantee and any subrecipients must not contract with vendors who are suspended or debarred by the State of Minnesota or the federal government.

10 Liability

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from performance of this Grant Contract Agreement by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this Grant Contract Agreement.

11 State Audits

Under [Minnesota Statutes § 16B.98, Subd. 8](#), the Grantee's books, records, documents, and accounting procedures and practices relevant to this Grant Contract Agreement are subject to examination by the Commissioner of Administration, the State granting agency, the State Auditor, the Attorney General, and the Legislative Auditor, as appropriate, for a minimum of six years from the expiration or termination of this Grant Contract Agreement, receipt and approval of all final reports, or the required period of time to satisfy all State and program retention requirements, whichever is later.

12 Government Data Practices and Intellectual Property Rights

12.1 Government Data Practices. The Grantee and State must comply with the Minnesota Government Data Practices Act, [Minnesota Statutes Chapter 13](#), as it applies to all data provided by the State under this grant

contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant contract. The civil remedies of [Minnesota Statutes § 13.08](#) apply to the release of the data referred to in this clause by either the Grantee or the State.

If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.

12.2 Intellectual Property Rights. *Contact your agency's legal division and/or assistant attorney general to complete this section.*

13 Workers Compensation

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

14 Governing Law, Jurisdiction, Venue

Venue for all legal proceedings out of this Grant Contract Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

15 Termination

15.1 Termination by the State.

A. Without Cause. *Only days of written notice may be changed or negotiated.*

The State may terminate this Grant Contract Agreement without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

B. With Cause. *Standard and non-negotiable.*

The State may immediately terminate this Grant Contract Agreement if the State finds that there has been a failure to comply with the provisions of this grant contract, that reasonable progress has not been made, or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

15.2 Termination by the Commissioner of Administration. *Standard and non-negotiable.*

The Commissioner of Administration may immediately and unilaterally terminate this Grant Contract Agreement if further performance under the agreement would not serve agency purposes or performance under the Grant Contract Agreement is not in the best interest of the State.

15.3 Termination for Insufficient Funding. *Can be modified as necessary.*

The State may immediately terminate this Grant Contract Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services addressed within this Grant Contract Agreement. Termination must be by written notice to the Grantee. The State is not obligated to pay for any services that are provided after notice

and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that dedicated funds are available.

In the event of temporary lack of funding or appropriation, the State may pause its obligations under this Grant Contract Agreement without terminating it. This pause will be for the duration of the lack of funding or appropriation and shall not be considered a termination of the Grant Contract Agreement. The Grantee will be notified in writing of the temporary pause, and the Grantee's ability to provide services may be temporarily suspended during this period. The State will provide reasonable notice to the Grantee of the lack of funding or appropriation and shall notify the Grantee once funding is restored or appropriated, at which point the provision of services under the Grant Contract Agreement may resume.

The State will not be assessed any penalty if the Grant Contract Agreement is terminated due to insufficient funding. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving notice.

15.4 Additional termination language may be negotiated on a case-by-case basis as determined by the agency and assistant attorney general or agency legal and financial division consultation.

16 Publicity and Endorsement

16.1 Publicity. Any publicity pertaining to the services resulting from this Grant Contract Agreement shall identify the State as the sponsoring agency. Publicity includes, but is not limited to: websites, social media platforms, notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee or its employees individually or jointly with others or any subcontractors. All projects primarily funded by state grant appropriations must publicly credit the State, including on the grantee's website, when practicable.

16.2 Endorsement. The Grantee must not claim that the State endorses its products or services.

17 Data Disclosure

Under [Minnesota Statutes § 270C.65](#), Subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

Exhibits

The following Exhibits are attached and incorporated into this Grant Contract Agreement. In the event of a conflict between the terms of this Grant Contract Agreement and its Exhibits, or between Exhibits, the order of precedence is first the Grant Contract Agreement, and then in the following order:

Exhibit A: Specifications, Duties, and Scope of Work ~~Strike if not required.~~

Exhibit B: Payment Schedule ~~Strike if not required.~~

State Encumbrance Verification

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

Print Name: _____

Signature: _____

Title: _____ Date: _____

SWIFT Contract No. _____

State Agency

With delegated authority

Print Name: _____

Signature: _____

Title: _____ Date: _____

Grantee

With delegated authority

Print Name: _____

Signature: _____

Title: _____ Date: _____

Print Name: _____

Signature: _____

Title: _____ Date: _____

Exhibit A: Specifications, Duties, and Scope of Work

The Grantee shall comply with all applicable grants management policies and procedures, set forth through Minnesota Statutes § 16B.97, subd. 4 (a).

A. Project: SPB24-XXX; Local Unit of Government – Public Building and Address

B. Project Goal: The Minnesota Legislature established the Solar for Public Buildings Grant Program, in the 2023 legislative session, to provide grants to stimulate the installation of solar energy generating systems on public buildings in Xcel Energy Electric Service Territory.

C. The Grantee shall do all things necessary, including partnering with subcontractors, to complete the following tasks according to the following schedule:

Task Description	Deadline
1 System Components	End of month 4
1.1 All PV modules necessary for the System are either ordered with an anticipated arrival time to meet contract deadline, or in possession of Developer or Grantee. 1.2 All other System components, including inverters, are either ordered with an anticipated arrival time to meet contract deadline, or in possession of Developer/Grantee. Deliverable(s): • Submit any invoice(s) or receipt of payment(s) for reimbursement. ○ Upload supporting documentation including, but not limited to, receipts, shipping label/packing slip, proof of delivery. • If equipment has not been received yet, upload proof of order and/or possession of modules and BOS components and anticipated delivery date. • Enter Task 1 update in Solar on Public Building Status Report form, submit Status Report form to Commerce.	
Project Updates: • Provide a thorough update on project progress including: ○ Setbacks ○ Timeline updates ○ Anticipated completion ○ System promotion planning ○ Any other relevant updates	
2 Interconnection	End of month 8
2.1 All necessary interconnection documentation/applications have been filed and submitted to Grantee electric utility. 2.2 All necessary interconnection fees have been paid to Grantee electric utility. Deliverable(s): • Submit any invoice(s) or receipt of payment(s), for reimbursement. ○ Upload supporting documentation as proof of interconnection paperwork submission	

Task Description	Deadline
and related fee payments. Enter Task 2 update in Solar on Public Building Status Report form, submit Status Report form to Commerce.	
Project Updates:	
- Provide a thorough update on project progress including: - Setbacks - Timeline updates - Anticipated completion - System promotion planning - Any other relevant updates	
3 System Installation	End of month 18
3.1 All components of the System have been fully installed. 3.2 System has been inspected and approved by Grantee Local Authority Having Jurisdiction. 3.3 A proof of witness test for the System has been completed by the Grantee electric utility. 3.4 At the time of any System level work order execution, Grantee's Developer returned any damaged and/or defective panels through the distribution chain for recycling and inverters to the manufacturer under warranty. Deliverable(s): <i>(all documentation will be furnished)</i> - Submit any invoice(s) or receipt of payment(s) for reimbursement. - Upload supporting documentation of proof of interconnection. - Upload a <i>Statement of Compliance</i> form. - Upload a signed inspection form and proof of witness test. - Collect and maintain prevailing wage reports, as required, Minn Stat. 177.27, 177.30. - Enter Task 3 update in Solar on Public Building Status Report form, submit Status Report form to Commerce.	
Project Updates:	
- Provide a thorough update on project progress including: - Press releases - Stories/case studies - Webpage development - Social media - Other in-person promotional events	
4 Promotion	End of month 18
Media Kit Acknowledgement When a local government building goes solar, it's an opportunity for the entire community to learn about the benefits and partnership with the Department. To help Grantees with promoting the work under this grant, the Department will provide an online Media Kit, and will be available on the Solar on Public Buildings webpage. It will include: - Press release template - Article template (for website or newsletter) - Social media handles, example language, and graphics	

Task Description	Deadline
• Customizable poster • Customizable event flyer 4.1 For any public communications about the solar project, on websites, newsletters, news media, social media, etc., the Grantee will recognize funding from the Minnesota Department of Commerce Solar on Public Buildings Program. Upload an example of such public communication. 4.2 For any public events about the solar project, Grantee will extend an invitation to the Minnesota Department of Commerce by sending event details and an invitation to the State's Authorized Representative. 4.3 Once the System is installed and operational, the Grantee will provide 1+ photo to the State of the System. Grantee is responsible for photo consent forms. 4.4 Grantee is encouraged to use the media kit and promotional templates provided by the Minnesota Department of Commerce. Upload a sample of public publicity such as a poster or event flyer. Deliverable(s): • Acknowledge review of Media Kit materials. • Any final invoice(s) or receipt of payment(s), including supporting documentation, have been submitted for reimbursement. • Enter Task 4 update in Solar on Public Building Status Report form, submit Status Report form to Commerce.	
Promotion Plan Updates:	
• The local unit of government is required to publicly acknowledge the Solar on Public Buildings grant award from the Minnesota Department of Commerce. Provide an update on project promotional plan, including the timeline. This may include, but is not limited to: ○ Public presentation(s) at Council or Board meetings, at conferences, community events ○ Press releases ○ Stories/case studies ○ Webpage development ○ Ribbon cutting ○ Other in-person promotional events	
5 Reporting and Invoicing	Ongoing
5.1 The Grantee must inform the State's Authorized Representative, as often as necessary, to discuss issues requiring immediate attention, such as schedule deviations, scope of work modifications, concerns related to the project's progress, budget issues or questions, and any other topic that might require a dialogue regarding the best way to proceed. 5.2 The Grantee will provide the State's Authorized Representative with any additional information requested throughout the project pertaining to project status upon request. 5.3 The Grantee will submit invoices for reimbursement at least as often as requested in Tasks 1-4 above and as often as monthly. 5.4 The Grantee will submit documentation of federal tax credits (including any bonus credits) received for the project.	
6. System Component Reporting and End of Life Recycling	Ongoing
6.1 System Level Work Order Execution: At the time of any System level work order execution, Grantee's Developer shall be responsible for returning damaged and/or defective panels	

Task Description	Deadline
through the distribution chain for recycling and inverters to the manufacturer under warranty. 6.2 Operations and Maintenance (O&M): While engaged in an O&M contract, Grantee's Developer shall be responsible for tracking solar system equipment that ceases to function as intended (for any reason), recycling of any modules or inverters provided under this contract and reporting this information in accordance with Subtask 6.6. below. 6.3 System Components Under Warranty: Grantee's Developer shall be responsible for tracking System equipment under warranty that cease to function as intended (for any reason), recycling of any modules or inverters provided under this contract and reporting this information in accordance with Subtask 6.6. below. 6.4 Third Party Ownership: While engaged in a power purchase agreement (or third-party ownership model) contract, the Grantee's contractor shall be responsible for tracking solar system equipment that ceases to function as intended (for any reason), recycling of any modules or inverters provided under this contract and reporting this information in accordance with Subtask 6.6. below. 6.5 End of Life Decommissioning and Recycling: At the time of decommissioning or System removal, the Grantee shall be responsible for the recycling any modules or inverters provided under this contract and reporting this information in accordance with Subtask 6.6 below. 6.6 Tracking and Reporting: All tracking and recycling of System Equipment that ceases to function as intended (for any reason) shall include counts of modules and inverter types and be reported on an annual basis, by March 31 for the previous calendar year, to the Minnesota Pollution Control Agency (MPCA). A recycling and reporting form will be available on the Department's webpage and provided upon contract execution. Deliverable(s): - Throughout the System's lifetime, a copy of the previous year's recycling and reporting form (which must be submitted to MPCA annually by March 31st for the previous year) is also submitted to the Department by uploading an <i>Annual Check-In</i> form. - Throughout the System's lifetime, the Grantee will upload an <i>Annual Check-In</i> form is uploaded annually beginning 12 months after System commissioning.	

Exhibit B: Payment Schedule [Strike if not required]

Budget format to be determined in Exhibit F

In accordance with [Minnesota Management and Budget Statewide Operating Policy 0801-01](#), payment shall be made within 30 days following the State's Authorized Representative approval of an invoice. Payments will not be made if reports or other deliverables are outstanding.

SOLAR DEVELOPMENT AGREEMENT

THIS SOLAR DEVELOPMENT CONTRACT ("Contract") dated as of **October 14th 2025** by and between The City of Fifty Lakes ("Owner") and Wolf Track Energy, LLC, a Minnesota Limited Liability Company ("Solar Developer").

Owner and Solar Developer, in consideration of the mutual covenants hereinafter set forth, agree as follows:

Article 1. Work.

Solar Developer will perform the solar project management, finance and construction services identified in Exhibit "A" ("Work") in accordance with the Contract Documents, as identified in Article 5 of this Contract on property which is located at ("Property").

Article 2. Contract Time.

The Work will be completed on or before ~~July 1st 2026~~ June 30, 2026 ("Completion Date"), subject to modifications in approved Change Orders. Solar Developer's estimated progress schedule identifying the various stages of the Work and the corresponding payments to be made to the Solar Developer is identified in Exhibit "B" ("Payment Schedule").

Article 3. Contract Price.

Owner will pay to Solar Developer an amount equal to \$142,570.06 ("Contract Price") for completion of the Work, see Exhibit "B." ~~Contingent on Owner's receipt of grant funds for the Work, as set forth in Article 12.3 herein.~~

Article 4. Change Orders.

Any increase or decrease in the Contract Price, change in the Work or change in the Contract Time must be set forth in a change order signed by Owner and Solar Developer and approved by the Lender ("Change Order").

Article 5. Contract Documents.

The Contract Documents which comprise the entire Contract between Owner and Solar Developer concerning the Work consist of this Contract, Exhibit "A," Exhibit "B," the blue prints, shop drawings, plans and specifications for the Work ("Plans"), an itemized description of each segment of the Work that sets the timetable for completing the Work, and the corresponding payments for the Work ("Work" and "Payment Schedule") and any Change Orders.

Article 6. Payment Procedures

6.1 **Progress Payments.** Solar Developer will submit to Owner a request for payment in a format agreed to by Owner and Solar Developer and approved by Lender (“Request for Disbursement”) which will cover completed and inspected work consistent with Exhibit “B.”

Within ten calendar days after a Request for Disbursement is presented, Owner will notify Solar Developer if Owner has any concerns about the Request for Disbursement that Owner believes should be resolved before Owner pays the amounts specified in the Request for Disbursement, and, in this event, Owner and Solar Developer will promptly meet to address such concerns. Owner will pay Solar Developer ninety percent (90%) of the full amount covered by the Request for Disbursement within ten calendar days from the day it was presented while retaining ten percent (10%) thereof (“Holdback”) to be paid simultaneously with the final payment. Payment may be withheld for: (1) failure to perform the Work in accordance with the Contract Documents; (2) defective Work that is not corrected; or (3) failure of the Solar Developer to pay Subcontractors or to pay for labor, materials or equipment when due, **and provide all related lien releases from Subcontractors.**

6.2 **Final Payment.** Final payment of the balance of the Contract Price including the Holdback will be made in accordance with Exhibit “B” and the following procedures:

a. When Solar Developer considers the Work substantially complete, Solar Developer will notify Owner in writing. Within a reasonable time thereafter, Owner and Solar Developer will inspect the Work. Promptly after such inspection, Owner will deliver to Solar Developer a written punch list of the items that must be completed in order for the Work to reach final completion (“Final Completion”). Alternatively, Owner will deliver to Solar Developer a written statement that Final Completion has been reached because no punch list items remain to be completed.

b. If Owner delivers a written punch list to Solar Developer, then Solar Developer will deliver to Owner a written notice that the Work is finally complete when Solar Developer believes that the punch list items have been completed. Then Owner and Solar Developer will promptly inspect the punch list items. Promptly after such inspection, Owner will deliver to Solar Developer either (i) a written statement that Final Completion has been reached or (ii) another written punch list of the items that still must be completed in order for the Work to reach Final Completion in which event the punch list procedure described above will be repeated until all punch list items have been completed.

c. When Final Completion has been reached and after Solar Developer has delivered to Owner all maintenance and operating instructions, schedules, guarantees, certificates of inspection, marked-up record documents and other documents, **including, but not limited to, lien releases from all Contractors.** Solar Developer may make application for final payment following the procedure for progress payments. The final Request for Disbursement will be accompanied by all documentation called for in the Contract Documents, together with complete and legally effective releases or waivers (satisfactory to Owner and Lender) of all potential liens arising out of or filed in connection with the Work.

~~Article 7. Interest.~~

~~Payments due and unpaid to Solar Developer that are 30 days or more overdue will incur a 5% late fee.~~

Article 8. Solar Developer's Representation.

In order to induce Owner to enter into this Contract, Solar Developer makes the following representation:

Solar Developer has familiarized itself with the nature and extent of the Contract Documents, Work site, locality, and all local conditions and laws and regulations that in any manner may affect cost, progress, performance or furnishing of the Work.

Article 9. Solar Developer's Responsibilities.

8.1. Performance. Solar Developer will perform the Work in accordance with the Contract Documents. Solar Developer will be solely responsible for the means, methods, techniques, sequences and procedures of construction.

8.2. Personnel. Solar Developer will provide competent, suitable personnel to perform construction services as required by the Contract Documents. Solar Developer will at all times maintain good discipline and order at the Property.

9.3. Furnished Items. Solar Developer will furnish and be fully responsible for all materials, equipment, labor, transportation, construction equipment and machinery, tools, appliances, fuel, power, light, heat, telephone, water sanitary facilities, temporary facilities and all other facilities and incidentals necessary for the furnishing, performance, testing, start-up and completion of the Work, except as specified in the Contract Documents.

9.4. Materials. All materials and equipment will be of good quality and new, except as otherwise provided in the Contract Documents. All materials and equipment will be applied, installed, connected, erected, used, cleaned and conditioned in accordance with the instructions of the applicable supplier.

8.5. Subcontractors. Solar Developer will be fully responsible to Owner for all ~~payments to Subcontractors and~~ acts and omissions of its subcontractors, suppliers and other persons and organizations performing or furnishing any of the Work under a direct or indirect contract with Solar Developer just as Solar Developer is responsible for Solar Developer's own acts and omissions. Nothing in the Contract Documents will create any contractual relationship between Owner and any such subcontractors, supplier or other person or organization, nor will it create any obligation on the part of Owner to pay any such subcontractors, supplier or other person or organization except as may otherwise be required by laws and regulations.

8.6. Pre-lien Notice. Any person or company supplying labor or materials for this

improvement to the property may file a lien against the property if that person or company is not paid for the contributions. Under Minnesota law, Owner has the right to pay persons who supplied labor or materials for this improvement directly and deduct this amount from the Solar Developer contract price, or withhold the amounts due them from Solar Developer until 120 days after completion of the improvement unless Solar Developer gives Owner a lien waiver signed by persons who supplied any labor or material for the improvement and who gave you timely notice.

8.7. Permits; Inspections. Solar Developer will obtain and will pay for all construction permits and licenses **and provide proof of such to Owner** unless otherwise agreed to by the Owner in writing. Owner will assist Solar Developer, when necessary, in obtaining such permits and licenses. Solar Developer will pay all governmental charges and inspection fees necessary for the Work and arrange for all such inspections to occur if required. Solar Developer will give all notices and comply with all laws and regulations applicable to furnishing and performance of the Work.

8.8. Taxes. Solar Developer will pay all sales, consumer, use and other similar taxes required to be paid by Solar Developer in accordance with the laws and regulations of the place of the Work which are applicable during the performance of the Work.

8.9. Use of Premises. Solar Developer will confine construction equipment, the storage of materials and equipment and the operations of workers to the Property, and will not unreasonably encumber the Property with materials or equipment. Solar Developer will be fully responsible for any damage to the Property or areas contiguous thereto resulting from the performance of the Work. During the progress of the Work, Solar Developer will keep the Property free from accumulations of waste materials, rubbish and other debris resulting from the Work. At the completion of the Work, Solar Developer will remove all waste materials, rubbish and debris from and about the Property as well as all tools, appliances, construction equipment and machinery, and surplus materials, and will leave the Property clean and ready for occupancy by Owner.

8.10. Record Documents. Solar Developer will maintain in a safe place at the Property one record copy of all drawings, specifications, addenda, written amendments, Change Orders, and the like in good order and annotated to show all changes made during construction which will be delivered to Owner.

8.11. Safety. Solar Developer will be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the Work. Solar Developer will comply with all applicable laws and regulations relating to the safety of persons or property.

8.12. Continuing the Work. Solar Developer will carry on the Work and adhere to the progress schedule during all disputes or disagreements with Owner.

8.13. Damage to the Work. Solar Developer will repair or replace, at Solar Developer's sole expense, every portion of the Work that is damaged or destroyed prior to Final Completion and caused in whole or in part by the acts or omissions of Solar Developer. Notwithstanding the foregoing, Owner will bear the cost of such repair or replacement if the sole cause of the damage or destruction of the Work was Owner's negligence.

8.14. Warranty. Solar Developer warrants and guarantees to Owner that all Work will be in accordance with the Contract Documents and will not be defective. If within ten years after the date of Final Completion or such longer period of time as may be prescribed by laws or regulations or by the terms of any specific provision or applicable special guarantee in the Contract Documents, any Work is found to be defective, Solar Developer will promptly, without cost to Owner and in accordance with Owner's written instructions, promptly either correct such defective Work, or if it has been rejected by Owner, remove it from the Property and replace it with non-defective Work. If Solar Developer does not promptly comply with the terms of such instructions, or in an emergency where delay would cause serious risk of loss or damage, Owner may have the defective Work corrected or the rejected Work removed and replaced, and all direct, indirect and consequential costs of such removal and replacement (including but not limited to fees and charges of engineers, architects, attorneys and other professionals) will be paid by Solar Developer.

8.15. Indemnity and Hold Harmless. Solar Developer will indemnify and hold harmless Owner against all loss, liability, cost expense, damage and economic detriment of any kind whatsoever that arises out of or results from performance of the Work but only to the extent caused in whole or in part by the acts or omissions of the Solar Developer.

8.16. Related Work at Property. Owner may perform other work at the Property which is not part of the Work by Owner's own forces or let other direct contracts therefor. Solar Developer will afford Owner's own forces and each other Solar Developer who is a party to such a direct contract proper and safe access to the Property and a reasonable opportunity for the introduction and storage of materials and equipment and the execution of such work. Solar Developer will do all cutting, fitting and patching of the Work that may be required to make its several parts come together properly and integrate with such other work. Solar Developer will not endanger any work of others by cutting, excavating or otherwise altering their work and will only cut or alter their work with the written consent of Owner and the others whose work will be affected.

Article 9. Insurance.

9.1. Solar Developer's Insurance. Solar Developer will purchase and maintain the following insurance policies: (i) public liability insurance with limits of liability equal to at least **\$1,000,000** per occurrence; (ii) workers' compensation insurance as required by applicable state law; (iii) automobile liability insurance as required by applicable state law.

9.2 Owner's Insurance. Owner will be responsible for purchasing and maintaining Owner's liability insurance and other reasonably appropriate insurance.

Article 10. Termination.

10.1 Termination by Owner. If the Solar Developer breaches any of its obligations

under this Agreement, then Owner may give Solar Developer written notification identifying such breach. If Solar Developer has not cured such breach within seven (7) calendar days from its receipt of Owner's written notification or if such breach cannot be cured within such seven (7) day period, then if Solar Developer either does not begin cure within such seven (7) day period or fails to diligently prosecute cure to completion, Owner may terminate this Contract and take possession of the Work. Alternatively, instead of terminating the Contract, Owner may cure the breach and deduct the cost thereof from amounts otherwise owed to the Solar Developer. **Should Owner find it necessary to take legal action of any kind to enforce the terms of this contract, Owner shall be entitled to all costs of such legal action, including reasonable attorney fees.**

10.2 Termination by Solar Developer. If the Owner breaches any of its obligations under this Agreement, then Solar Developer may give Owner written notification identifying such breach. If Owner has not cured such breach within seven (7) calendar days from its receipt of Solar Developer's written notification, or if such breach cannot be cured within such seven (7) day period, then if Owner either does not begin cure within such seven (7) day period or fails to diligently prosecute cure to completion, Solar Developer may terminate this Contract.

Should Solar Developer find it necessary to take legal action of any kind to enforce the terms of this contract, Solar Developer shall be entitled to all costs of such legal action, including reasonable attorney fees.

Article 12. Miscellaneous.

12.1. Assignment of any rights or interests under this Contract will not be binding on any party to this Contract without the written consent of such party. Payments due under this Contract may not be assigned.

12.2. Owner and Solar Developer each binds itself, its partners, successors, assigns and legal representatives, to the other party hereto, its partners, successors, assigns and legal representatives in respect to all covenants, agreements and obligations contained in the Contract Documents.

12.3. This Contract and all issues, disputes and matters arising out of it will be governed by and construed in accordance with the law of the State of Minnesota, exclusive of that body of law governing conflicts of laws. Any claims arising out of this contract shall be brought in State District Court within **Crow Wing** County, State of Minnesota.

12.4. Notwithstanding anything contained in this Agreement to the contrary, neither Party will be deemed liable or to be in default for any delay or failure in performance under this Agreement deemed to result, directly or indirectly, from acts of God, acts of civil or military authority, acts of public enemy, war, or any like cause beyond its reasonable control unless such delay or failure in performance is expressly addressed elsewhere in this Agreement.

~~12.5—Owner hereby grant permission to Solar Developer to use my/our likeness, names, images, digital assets, property photographs/videos, and appearances in any photographs or videos and other media relating to the work being performed on our personal property taken or produced for Solar Developer's marketing purposes including but not limited to website~~

~~publications, social media channels, case study materials, print materials, or any other print and digital materials for Solar Developer.~~

~~Owner understands and agrees that Solar Developer owns all rights and publications to the aforementioned marketing materials and may use, edit, reproduce, and distribute these materials for any and all marketing purposes.~~

~~Owner hereby releases Solar Developer and its employees from any and all actions, claims, and causes of action that arise from or are in any way connected to such use of the marketing materials. Solar Developer will not use your nonpublic personal information including your personal property address and financial information.~~

Article 12. Contingencies

12.1. Contract Price does not include any upgrades required by the local utility company that are not specifically outlined in Exhibit A.

12.2. City of Fifty Lakes to move 2 plumbing or roof vents to WTE specifications before solar installation.

~~12.3 THIS CONTRACT IS CONTINGENT UPON OWNER RECEIVING GRANT FUNDING OF 100% OF THE CONTRACT PRICE.~~

IN WITNESS WHEREOF, Owner and Solar Developer have signed this Contract.

This Contract will be effective on 10-14-2025.

OWNER

WOLF TRACK ENERGY

City of Fifty Lakes Representative

WTE Representative

Address:

Address:

City of Fifty Lakes

818 6th Ave

40430 Co Rd 3

Two Harbors, Minnesota 55616

Fifty Lakes, MN 56448, USA

EXHIBIT A CONSTRUCTION SERVICES

The project scope includes the installation of a **49.8kW-DC, 39.84kW-AC** rated roof-mounted solar photovoltaic system at the property located at the address listed above.

This includes all equipment, labor, and construction materials needed to complete this project. Photovoltaic system shall consist of:

83 x VSUN 600W Solar Modules VSUN600N-144BMH Silver Frame

83 x Enphase IQ8P-3P Phase 208V Microinverters

1 x Enphase Commercial Gateway

1 x All Electrical Labor (Prevailing Wage)

1 x Electrical Permitting (Building Permit Paid for and completed by Fifty Lakes)

1 x Utility Interconnection Application

1 x WTE to have Crow Wing interconnection Application submitted end of day 8-29-25

System shall be supported by Premium Grade aluminum mounting system, and other balance of system (BOS) components, including but not limited to Solar Performance Meter Box (if required), AC disconnect, and electrical hardware (circuit breakers, wire, conduit, junction boxes, etc.).

All equipment will be installed as required by applicable codes, the local utility company, and Homeowner's Association guidelines (if applicable). During daylight hours this photovoltaic system (solar electric) will provide electricity in parallel with the local utility service provider. Or to Batteries in a Stand-Alone system.

At completion of work remove all waste, debris, rubbish, tools, equipment, machinery and surplus materials.

Solar Developer shall not be responsible for landscaping improvement services as part of this contract.

EXHIBIT B
PAYMENT SCHEDULE

Purchaser shall pay Solar Developer for the materials and labor to be performed under this agreement in an amount of: **\$142,570.06** ~~contingent as set forth in section 12.3 of this Agreement, and payable only upon completion of the Work, subject to section 6.2 of this Agreement.~~

Contractor shall invoice for, and purchaser shall make, payments under this contract in accordance with the following schedule:

Ten percent (10%) of the contract price is due upon signing of this agreement;
\$14,257

Fifty Percent (50%) of the contract price is due upon scheduling of solar installation date.
\$71,285.03

Forty percent (40%) of the contract price is due upon completion of Solar Modules installation (roof or ground mount) and all connecting circuitry. Dissemination of appropriate documents, warranties, approved final inspection.
\$57,028.02

Payment shall be made to the order of Wolf Track Energy, in one of three ways: (1) check, (2) credit card (2.9% fee applies), (3) or cashier's check.

What's Available to Local Governments

Together federal, state, and local governments are working to solve the biggest challenges facing our communities. The Solar on Public Buildings Program will equip cities, towns, counties, and other local governments and Tribal nations to lower utilities costs, increase energy independence, expand our clean energy workforce, and take essential action address climate change.

To jumpstart or advance local governments' transition to clean energy, 14.3 million dollars in state funding will be distributed to build solar arrays on public buildings (system size up to 40 kilowatts) across Xcel Energy electric service territory in Minnesota through multiple application windows. Now includes all power companies in MN as of 9/5/25.

Stack State Funding with the Federal Tax Credit 2023-2033 through Direct Pay

The federal Inflation Reduction Act made [clean energy tax credits](#)¹ available to non-taxed entities including non-profits, tribal nations, houses of worship, and local governments. Through [Direct Pay](#), local governments can access tax credits for clean energy investments like

solar arrays, geothermal heating and cooling systems, electric vehicles, and electric vehicle charging stations. The federal tax credit for solar arrays can be stacked with Minnesota's Solar on Public Buildings grant.

Base Credit (must meet labor standards)	30%
Domestic Content Bonus	10%
Energy Community Bonus (includes Brownfield Sites)	10%
Low-Income Bonus (in Lower-Middle Income communities or Indian land) ²	10%
Qualified low-income residential building project / Qualified low-income ² economic benefit project	20%

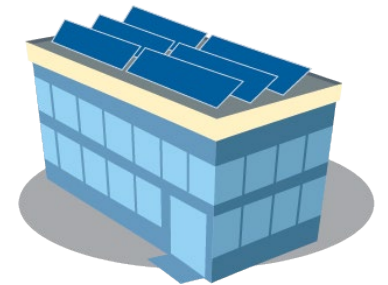
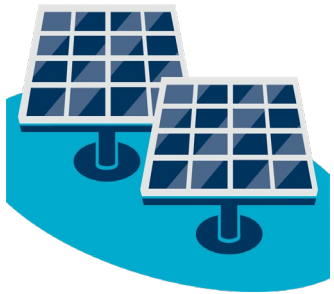
Request for Proposals coming soon! Here's what you can do to get ready

- Set up a free consultation with University of Minnesota partner Clean Energy Resource Teams (CERTs) Representative, Peter Lindstrom (612-625-9634; plindstr@umn.edu)
- Determine eligibility of building
 - Owned and operated by the local government unit
 - In all electric service territories
 - A building or adjacent land that is equipped to hold a solar array and receive ample sunlight (the CERTs representative can help you identify the right building)
- Gather energy usage data (3 years of electricity use)
- Determine system budget
- Begin internal conversation and processes with your respective government.
- Start conversation with electric utility about connecting a solar array to the grid

¹For eligibility details on federal tax credits, bonus credits, and direct pay, see federal guidance: <https://www.energy.gov/eere/solar/federal-solar-tax-credits-businesses>

²Low Income bonuses are one or the other, not both, and are capped at 1.8GW/year.

Minnesota Statewide Solar on Public Buildings Program



Kate Barry

Solar on Public Buildings Program Administrator

Kate.Barry@state.mn.us



Solar on Public Buildings Program

- Established by the legislature in 2023 ([Minn. Stat. § 216C.377](#))
- Grants to stimulate the installation of solar energy systems on or adjacent to public buildings
- 3 previous funding rounds: 30+ projects



Photo: SPB project with City of Minnetonka

  ⚡ **Now Available Statewide!** ⚡  

⚡ Request for Proposals **Now Open!**

⚡ Any utility service territory!

 \$14.5 million available for grants!

 Direct Pay Tax Credit for costs not covered by SPB Grant

Photo: SPB project with Nine Mile Creek Watershed District



Statewide Solar on Public Buildings: Eligibility

Eligible Applicants: Tribal Nations, Cities, Counties, Townships, Other Local Governments

Eligible Buildings:

- Owned and operated by Local Government; or
- Owned by federally recognized Indian Tribe in Minnesota whose primary purpose is Tribal government operations

Solar Energy Generating System:

- On or adjacent to the building (roof-mounted or ground-mounted)
- Maximum system size: 40 kW AC or 120% average electricity use of the building



Program Details & Requirements

Maximum Grant Amount: 70% of the system cost, not to exceed \$112,000

Low Income Community: Broadly defined

Non-Low Income Communities: Funding still available for Xcel territory

Direct Pay: File for the 48E Clean Electricity Investment Tax Credit via Direct Pay to cover remaining 30% of system cost

- Plan to begin construction by **Dec 31, 2025**





Application Information

- Applications received & reviewed continuously: Start your Application Today!
 - RFP closes November 14, 2025
- No limit on number of buildings!
 - One building per application
- Technical information:
 - Capacity of the proposed system (maximum 40kW AC)
 - Current energy demand of the public building
 - Estimate of the energy savings from proposed system
 - Cost of the system, installation, and disposal
 - Written statement from utility on likely success of interconnection
 - Proposed contract between Applicant and Solar Developer

Easier!

**New
and
Improved!**

Faster!



Direct Pay Tax Credit

- Recipients of SPB grants are required to file for the 48E Clean Electricity Investment Direct Pay Tax Credit (“Direct Pay”).
- Direct Pay is the process by which tax-exempt and government entities can receive a payment equal to the full value of the tax credit for qualifying energy projects without paying taxes.
- Direct Pay can cover 30-70% of a solar project’s cost
 - (SPB Grant + Tax Credit cannot exceed 100% of project cost)
- Free Technical Assistance is available from Deloitte



To Do List: Get Started Today!



Request for Proposals

Download and Read



Contact CERTs

Set up a Free Consultation



Developer Procurement

CERTs can help!



Contact Utility

Discuss connection to grid



Direct Pay

Free TA from Deloitte



Technical Assistance & Questions

- FREE! Consultation with Clean Energy Resource Teams (CERTs):
 - 11 County Metro: Aaron Backs abacks@gpisd.net
 - Outside of Metro: Pete Lindstrom plindstr@umn.edu
- FREE! Technical Assistance for Direct Pay tax credits from Deloitte: StateofMNIRATaxComplianceSupport@deloitte.com
- RFP Questions: Energy Contracts: energy.contracts@state.mn.us



September 22, 2025

Statement of Work - Audit Services - Special Purpose Framework

This agreement constitutes a statement of work ("SOW") under the master service agreement ("MSA") dated December 15, 2022, or superseding MSA, made by and between CliftonLarsonAllen LLP ("CLA," "we," "us," and "our") and City of Fifty Lakes ("you," "your," or "the entity"). We are pleased to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the services CLA will provide for the entity as of and for the year ended December 31, 2025.

Douglas P. Host is responsible for the performance of the audit engagement.

Scope of audit services

We will audit the financial statements of City of Fifty Lakes, which comprise the financial statements identified below, and the related notes to the financial statements (collectively, the "financial statements") as of and for the year ended December 31, 2025.

the statement of balances arising from cash transactions of each major governmental fund and the proprietary fund

statement of cash receipts, disbursements, and changes in cash fund balances for each major governmental fund

the budgetary comparison schedules

the statement of cash receipts, disbursements and changes in net cash position of the enterprise fund

the statement of cash flows - cash basis of the proprietary fund

We will also evaluate and report on the presentation of the following supplementary information accompanying the financial statements in relation to the financial statements as a whole:

Liquor fund statement of net position

Liquor fund statement of revenues, expenses, and change in net position

Liquor fund statement of cash flows

The following supplementary information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements and our auditors' report will not

provide an opinion or any assurance on that information:

Schedule Of city indebtedness

Schedule of accounts receivable

Schedule of accounts payable

Schedule of capital assets

Nonaudit services

We will also provide the following nonaudit services:

- Preparation of your financial statements and the related notes.
- Preparation of the supplementary information.
- Preparation of depreciation schedules.
- preparation of adjusting journal entries

Audit objectives

The objectives of our audit are to obtain reasonable assurance about whether the basic financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with the Reporting and Publishing Requirements for City Audited Financial Statements for Cities under 2,500 in Population Reporting on a Cash or Regulatory Basis of Accounting as prescribed by the Minnesota Office of the State Auditor, a special purpose framework (regulatory basis), which is a basis of accounting other than accounting principles generally accepted in the United States of America (U.S. GAAP). The effects on the financial statements of the variances between the regulatory basis of accounting and U.S. GAAP, although not reasonably determinable, are presumed to be material. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS) will always detect a material misstatement when it exists.

Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

Our audit will be conducted in accordance with U.S. GAAS. Those standards require us to be independent of the entity and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. Our audit will include tests of your accounting records and other procedures we consider necessary to enable us to express such an opinion.

We will also perform procedures to enable us to express an opinion on whether the supplementary information (as identified above) accompanying the financial statements is fairly stated, in all material respects, in relation to the financial statements as a whole.

We will issue a written report upon completion of our audit of your financial statements.

Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinion, add an emphasis-of-matter or other-matter paragraph to our auditors' report, or if necessary, withdraw from the engagement. If our opinion is other than unmodified, we will discuss the reasons with you in advance. If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment prevent us from completing the audit or forming an opinion on the financial statements, we retain the right to take any course of action permitted by professional standards, including declining to express an opinion or issue a report, or withdrawing from the engagement.

It is our understanding that our auditors' report will be included in your annual report which is comprised of annual financial statements and that your annual report will be issued by March 31, 2026. Our responsibility for other information included in your annual report does not extend beyond the financial information identified in our opinion on the financial statements. We have no responsibility for determining whether such other information is properly stated and do not have an obligation to perform any procedures to corroborate other information contained in your annual report. We are required by professional standards to read the other information and consider whether a material inconsistency exists between the other information and the financial statements because the credibility of the financial statements and our auditors' report thereon may be undermined by material inconsistencies between the audited financial statements and other information. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Auditor responsibilities, procedures, and limitations

We will conduct our audit in accordance with U.S. GAAS.

Those standards require that we exercise professional judgment and maintain professional skepticism throughout the planning and performance of the audit. As part of our audit, we will:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of the entity and its environment, including the system of internal control, relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.

- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the amounts and disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the entity's ability to continue as a going concern for a reasonable period of time.

Although our audit planning has not been concluded and modifications may be made, we have identified the following significant risks of material misstatement as part of our audit planning:

- Management override of internal controls
- Improper revenue recognition
- Lack of segregation of duties

There is an unavoidable risk, because of the inherent limitations of an audit, together with the inherent limitations of internal control, that some material misstatements may not be detected, even though the audit is properly planned and performed in accordance with U.S. GAAS. Because we will not perform a detailed examination of all transactions, material misstatements, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity, may not be detected.

In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management and those charged with governance of any material errors, fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management and those charged with governance of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential.

Management responsibilities

Management is responsible for the preparation and fair presentation of the financial statements in accordance with the regulatory basis of accounting. Management's responsibilities include the selection and application of accounting principles; recording and reflecting all transactions in the financial statements; determining the reasonableness of significant accounting estimates included in the financial statements; adjusting the financial statements to correct material misstatements; and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

Management is responsible for including all informative disclosures that are appropriate for the regulatory

basis of accounting. Those disclosures will include (a) a description of the regulatory basis of accounting, including a summary of significant accounting policies, and how the of regulatory basis of accounting differs from U.S. GAAP; (b) informative disclosures similar to those required by U.S. GAAP; and (c) additional disclosures beyond those specifically required that may be necessary for the financial statements to achieve fair presentation.

You are responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities and safeguarding assets. You are responsible for the design, implementation, and maintenance of internal controls to prevent and detect fraud; assessing the risk that the financial statements may be materially misstated as a result of fraud; and for informing us about all known or suspected fraud affecting the entity involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws and regulations, and informing us of all instances of identified or suspected noncompliance whose effects on the financial statements should be considered.

You are responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, including amounts and disclosures, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters, and for the accuracy and completeness of that information (including information from within and outside of the general and subsidiary ledgers); (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.

You agree to inform us of events occurring or facts discovered subsequent to the date of the financial statements that may affect the financial statements.

Management is responsible for the preparation of the supplementary information in accordance with the regulatory basis of accounting. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. You agree to provide us written representations related to the presentation of the supplementary information.

Management is responsible for the preparation of other information included in your annual report. You agree to provide the final version of such information to us in a timely manner, and if possible, prior to the date of our auditors' report. If the other information included in your annual report will not be available until after the date of our auditors' report on the financial statements, you agree to provide written representations indicating that (1) the information is consistent with the financial statements, (2) the other information does not contain material misstatements, and (3) the final version of the documents will be

provided to us when available, and prior to issuance of the annual report by the entity, so that we can complete the procedures required by professional standards. Management agrees to correct material inconsistencies that we may identify. You agree to include our auditors' report in any document containing financial statements that indicates that such financial statements have been audited by us.

Management is responsible for providing us with a written confirmation concerning representations made by you and your staff to us in connection with the audit. During our engagement, we will request information and explanations from you regarding, among other matters, the entity's operations, internal control, future plans, specific transactions, and accounting systems and procedures. The procedures we will perform during our engagement and the conclusions we reach as a basis for our report will be heavily influenced by the representations that we receive in the representation letter and otherwise from you. Accordingly, inaccurate, incomplete, or false representations could cause us to expend unnecessary effort or could cause a material fraud or error to go undetected by our procedures. In view of the foregoing, you agree that we shall not be responsible for any misstatements in the entity's financial statements that we may fail to detect as a result of misrepresentations made to us by you.

Responsibilities and limitations related to nonattest services

For all nonaudit services we may provide to you, management agrees to assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, and/or experience to understand and oversee the services; evaluate the adequacy and results of the services; and accept responsibility for the results of the services. Management is also responsible for ensuring that your data and records are complete and that you have received sufficient information to oversee the services.

Use of financial statements

Should you decide to include or incorporate by reference these financial statements and our auditors' reports thereon in a future private placement or other offering of equity or debt securities, you agree that we are under no obligation to re-issue our report or provide consent for the use of our report in such a registration or offering document. We will determine, at our sole discretion, whether we will re-issue our report or provide consent for the use of our report only after we have performed the procedures we consider necessary in the circumstances. If we decide to re-issue our report or consent to the use of our report, we will be required to perform certain procedures including, but not limited to, (a) reading other information incorporated by reference in the registration statement or other offering document and (b) subsequent event procedures. These procedures will be considered an engagement separate and distinct from our audit engagement, and we will bill you separately. If we decide to re-issue our report or consent to the use of our report, you agree that we will be included on each distribution of draft offering materials and we will receive a complete set of final documents. If we decide not to re-issue our report or decide to withhold our consent to the use of our report, you may be required to engage another firm to audit periods covered by our audit reports, and that firm will likely bill you for its services. While the successor auditor may request access to our workpapers for those periods, we are under no obligation to permit such access.

If the parties (i.e., you and CLA) agree that CLA will not be involved with your official statements related to municipal securities filings or other offering documents, we will require that any official statements or other offering documents issued by you with which we are not involved clearly indicate that CLA is not involved

with the contents of such documents. Such disclosure should read as follows:

CliftonLarsonAllen LLP, our independent auditor, has not been engaged to perform and has not performed, since the date of its report included herein, any procedures on the financial statements addressed in that report. CliftonLarsonAllen LLP also has not performed any procedures relating to this offering document.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website or submitted on a regulator website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in those sites or to consider the consistency of other information in the electronic site with the original document.

Engagement administration and other matters

We understand that your employees will prepare all confirmations, account analyses, and audit schedules we request and will locate any documents or invoices selected by us for testing. A list of information we expect to need for our audit and the dates required will be provided in a separate communication.

The audit documentation for this engagement is the property of CLA and constitutes confidential information. However, we may be requested to make certain audit documentation available to regulatory bodies pursuant to authority given to it by law or regulation. If requested, access to such audit documentation will be provided under the supervision of CLA's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to those regulators. The regulators may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies.

Professional standards require us to be independent with respect to you in the performance of these services. Any discussion that you have with our personnel regarding potential employment with you could impair our independence with respect to this engagement. Therefore, we request that you inform us prior to any such discussions so that we can implement appropriate safeguards to maintain our independence and objectivity. Further, any employment offers to any staff members working on this engagement without our prior knowledge may require substantial additional procedures to ensure our independence. You will be responsible for any additional costs incurred to perform these procedures.

Our audit engagement ends on delivery of our signed report. Any additional services that might be requested will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific SOW for that service.

Fees

Our best estimate of the professional fees for your December 31, 2025 audit is \$24,780.00 (\$23,600 for the regular audit and \$1,180 for the technology and support fee). We will however bill at our standard hourly rates less a 25% discount. If the amount of time and expenses is less than our estimate, we will only bill the city for the actual time and expenses incurred less a 25% discount. If the actual time and expenses are more than our estimate, the costs will be higher than our estimate. Implementation of new

standards and accounting assistance, if applicable, will be billed at our standard hourly rates less a 20% discount. This estimate is based on anticipated cooperation from your personnel and their assistance with locating requested documents and preparing requested schedules. If the requested items are not available on the dates required or are not accurate, the fees and expenses will likely be higher. Our invoices, including applicable state and local taxes, will be rendered each month as work progresses and are payable on presentation.

Unexpected circumstances

We will advise you if unexpected circumstances require significant additional procedures resulting in a substantial increase in the fee estimate.

Changes in accounting and audit standards

Standard setters and regulators continue to evaluate and modify standards. Such changes may result in new or revised financial reporting and disclosure requirements or expand the nature, timing, and scope of the activities we are required to perform. To the extent that the amount of time required to provide the services described in the SOW increases due to such changes, our fee may need to be adjusted. We will discuss such circumstances with you prior to performing the additional work.

Agreement

We appreciate the opportunity to provide the services described in this SOW related to the MSA. All terms and provisions of the MSA shall apply to these services. If you agree with the terms of this SOW, please sign below to indicate your acknowledgement and understanding of, and agreement with, this SOW.

Sincerely,

CliftonLarsonAllen LLP

Response:

This SOW correctly sets forth the understanding of City of Fifty Lakes.

CLA

CliftonLarsonAllen LLP

Douglas P. Host

Douglas P. Host, Principal

SIGNED 9/22/2025, 11:55:40 AM CDT

Client

City of Fifty Lakes

SIGN:

Ann M. Raph

DATE:

City of Fifty Lakes

SIGN:

Gary Staples

DATE:

**City of Fifty Lakes
Resolution 2025-16**

**State of Minnesota
County of Crow Wing
City Fifty Lakes**

A RESOLUTION AUTHORIZING MEMBERSHIP IN THE 4M FUND

WHEREAS, Minnesota Statutes (the Joint Powers Act) provides that governmental units may jointly exercise any power common to the contracting parties; and

WHEREAS, the Minnesota Municipal Money Market Fund (the 4M Fund) was formed in 1987, pursuant to the Joint Powers Act and in accordance with Minnesota Investment Statutes, by the adoption of a joint powers' agreement in the form of a Declaration of Trust; and

WHEREAS, the Declaration of Trust, which has been presented to this Council, authorizes municipalities of the State of Minnesota to become Participants of the Fund and make use from time to time including the 4M Liquid Asset Class, the 4M Plus Class, the Term Series, the 4M Limited Term Duration Fund, the Fixed Rate Programs, and other Fund services offered by the Fund; and

WHEREAS, this Council deems it to be in the best interest for the municipality to make use of, from time to time, the approved services provided by the 4M Fund's service providers including the Investment Advisor (PMA Asset Management, LLC), the Administrator (PMA Financial Network, LLC) the Distributor (PMA Securities, LLC) or the Fixed Rate Program Providers, PMA Financial Network, LLC and PMA Securities, LLC and the Custodian, U.S. Bank National Association, ("Service Providers") and/or their successors.

WHEREAS, this Council deems it advisable for this municipality to enter into the Declaration of Trust and become a Participant of the Fund for the purpose of joint investment with other municipalities so as to enhance the investment earnings accruing to each; now, therefore **BE IT RESOLVED AS FOLLOWS:**

Section 1. This municipality shall become a Participant of the Fund and adopt and enter into the Declaration of Trust, a copy of which shall be filed in the minutes of this meeting. The appropriate officials are hereby authorized to execute those documents necessary to effectuate entry into the Declaration of Trust and the participation of all Fund programs.

Section 2. This municipality is authorized to invest monies from time to time and to withdraw such monies from time to time in accordance with the provisions of the Declaration of Trust. The following officers of the municipality or their successors are designated as "Authorized Officials" with authority to effectuate investments and withdrawals in accordance with the Declaration of Trust:

_____ Print Name	_____ Title	_____ Signature
_____ Print Name	_____ Title	_____ Signature
_____ Print Name	_____ Title	_____ Signature

(Additional names may be added on a separate list. The treasurer shall advise the Fund of any

changes in Authorized Officials in accordance with Fund procedures.)

Section 3. The Trustees of the Fund are designated as having official custody of those monies invested in accordance with the Declaration of Trust.

Section 4. That the municipality may open depository and other accounts, enter into wire transfer agreements, safekeeping agreements, third party surety agreements securing deposits, collateral agreements, letters of credit, lockbox agreements, or other applicable or related documents with institutions participating in Fund programs including U.S. Bank National Association, or its successor, or programs of PMA Financial Network, LLC or PMA Securities, LLC for the purpose of transaction clearing and safekeeping, or the purchase of certificates of deposit ("CDs") or other deposit products and that these institutions shall be deemed eligible depositories for the municipality. PMA Financial Network, LLC and PMA Securities, LLC and their successors are authorized to act on behalf of this municipality as its agent with respect to such accounts and agreements. Monies of this entity may be deposited in such depositories, from time to time in the discretion of the Authorized Officials, pursuant to the Fund's Programs available through its Services Providers.

It is hereby certified that the Council of the City of Fifty Lakes adopted this Resolution at a duly convened meeting of the Council held on the 14th day of October 2025, and that such Resolution is in full force and effect on this date, and that such Resolution has not been modified, amended, or rescinded since its adoption.

ADOPTED this 14th day of October 2025

Gary Staples, Mayor

ATTEST:

Ann M. Raph
City Clerk-Treasurer

CITY OF FIFTY LAKES MUNICIPAL LIQUOR STORE
2025 PROFIT AND LOSS REPORT
(unaudited)

	January-25		February-25		Mar-25		Apr-25		May-25		Jun-25		Jul-25		Aug-25		Sep-25		2025 YTD	
RECEIPTS:																				
Receipts from Off Sales	3,410.47	8.7%	3,691.73	9.4%	4,793.71	9.9%	6,015.52	12.7%	14,022.39	17.4%	14,328.50	14.2%	20,984.27	17.9%	19,583.42	19.1%	9,924.38	13.4%	96,754.39	14.9%
Receipts from On Sales	33,889.47	86.6%	33,245.37	84.4%	41,347.42	85.7%	37,830.69	79.6%	66,260.86		79,302.48	78.4%	91,324.24	77.9%	78,107.93	76.1%	57,953.55	78.1%	519,262.01	79.9%
Receipts from Machines	439.83	1.1%	504.70	1.3%	368.98	0.8%	728.54	1.5%	213.15	0.3%	447.53	0.4%	947.10	0.8%	434.85	0.4%	584.88	0.8%	4,669.56	0.7%
Rent from FLFRA	1,376.40	3.5%	1,936.98	4.9%	1,713.89	3.6%	2,964.27	6.2%		0.0%	7,042.73	7.0%	3,925.36	3.3%	4,517.80	4.4%	5,732.25	7.7%	29,209.68	4.5%
Total Sales	39,116.17	100.0%	39,378.78	100.0%	48,224.00	100.0%	47,539.02	100.0%	80,496.40	100.0%	101,121.24	100.0%	117,180.97	100.0%	102,644.00	100.0%	74,195.06	100.0%	649,895.64	100.0%
Beginning inventory	48,084.00		44,218.04		45,948.06		39,972.32		51,597.32		52,578.86		59,747.83		57,859.44		51,996.21		48,084.00	
Purchases	12,196.18		16,120.10		21,940.92		22,348.11		36,083.94		48,035.57		44,516.58		33,597.55		26,222.94		261,061.89	
Total	60,280.18		60,338.14		67,888.98		62,320.43		87,681.26		100,614.43		104,264.41		91,456.99		78,219.15		309,145.89	
Ending Inventory	44,218.04		45,948.06		50,847.24		51,597.32		52,578.86		59,747.83		57,859.44		51,996.21		52,609.01		52,609.01	
Subtotal	16,062.14		14,390.08		17,041.74		10,723.11		35,102.40		40,866.60		46,404.97		39,460.78		25,610.14		256,536.88	
Sales & Use Tax	3,075.00	7.9%	2,979.00	7.6%	3,767.00	7.8%	3,596.00	7.6%	6,488.00	8.1%	6,645.00	6.6%	8,863.92	7.6%	7,950.01	7.7%	5,572.16	7.5%	9,821.15	
Cost of Sales	19,137.14	48.9%	17,369.08	44.1%	20,808.74	43.2%	14,319.11	30.1%	41,590.40	51.7%	47,511.60	47.0%	55,268.89	47.2%	47,410.79	46.2%	31,182.30	42.0%	294,598.05	45.3%
Gross Profit	19,979.03	51.1%	22,009.70	55.9%	27,415.26	56.8%	33,219.91	69.9%	38,906.00	48.3%	53,609.64	53.0%	61,912.08	52.8%	55,233.21	53.8%	43,012.76	58.0%	355,297.59	54.7%
OPERATING EXPENSES																				
Salaries and wages - liquor	12,439.02	31.8%	10,723.97	27.2%	13,197.97	27.4%	12,523.72	26.3%	14,925.50	18.5%	17,143.30	17.0%	19,124.80	16.3%	16,406.95	16.0%	15,201.89	20.5%	131,687.12	20.3%
Salaries and wages - administration	2,273.74	5.8%	1,514.07	3.8%	1,584.72	3.3%	1,783.21	3.8%	1,520.30	1.9%	1,732.94	1.7%	1,682.59	1.4%	1,467.95	1.4%	1,286.38	1.7%	14,845.90	2.3%
Salaries and wages - maintenance	669.01	1.7%	257.66	0.7%	203.84	0.4%	311.51	0.7%	256.46	0.3%	250.16	0.2%	633.01	0.5%	910.72	0.9%	957.12	1.3%	4,448.49	0.7%
Payroll taxes (FICA & Med)	1,524.35	3.9%	955.95	2.4%	1,057.31	2.2%	1,063.82	2.2%	1,246.81	1.5%	1,430.33	1.4%	1,615.79	1.4%	1,425.74	1.4%	1,294.15	1.7%	11,614.25	1.8%
Employer Pera contributions	1,112.15	2.8%	908.52	2.3%	874.03	1.8%	814.15	1.7%	854.92	1.1%	1,026.88	1.0%	1,036.41	0.9%	1,059.62	1.0%	1,185.92	1.1%	8,477.16	1.3%
Employer Health & Dental Insurance		0.0%		0.0%	874.58	1.8%	1,568.48	3.3%	768.20	1.0%	766.91	0.8%	790.48	0.7%	790.48	0.8%	790.48	0.0%	6,349.61	1.0%
Unemployment benefit payments		0.0%		0.0%		0.0%		0.0%		0.0%		0.0%		0.0%		0.0%		0.0%	0.00	0.0%
Pension expense		0.0%		0.0%		0.0%		0.0%		0.0%		0.0%		0.0%		0.0%		0.0%	0.00	0.0%
Compensated absences		0.0%		0.0%		0.0%		0.0%		0.0%		0.0%		0.0%		0.0%		0.0%	0.00	0.0%
Salaries & benefits	18,017.27	46.1%	14,360.17	36.5%	17,792.45	36.9%	18,064.89	38.0%	19,572.19	24.3%	22,350.52	22.1%	24,883.08	21.2%	22,061.46	21.5%	20,715.94	27.9%	177,817.97	27.4%
Dues & subscriptions		0.0%	295.00	0.7%		0.0%		0.0%	360.00	0.4%	1,091.33	1.1%	822.17	0.7%	497.08	0.5%	25.00	0.0%	3,090.58	0.5%
Credit card fees	809.26	2.1%	521.66	1.3%	550.32	1.1%	672.84	1.4%	663.82	0.8%	1,667.82	1.6%	821.33	0.7%	1,960.69	1.9%	1,607.48	2.2%	9,275.22	1.4%
Telephone / Cell	145.92	0.4%	145.92	0.4%	146.02	0.3%	146.02	0.3%	146.02	0.2%	145.82	0.1%	386.36	0.3%	424.00	0.4%	146.57	0.2%	1,832.65	0.3%
Television/ IT services	291.34	0.7%	362.50	0.9%	362.50	0.8%	441.25	0.9%	441.00	0.5%	449.00	0.4%	183.46	0.2%	145.82	0.1%	424.00	0.6%	3,100.87	0.5%
Freight	109.45	0.3%	218.94	0.6%	153.38	0.3%	139.41	0.3%	211.39	0.3%	299.86	0.3%	202.82	0.2%	176.76	0.2%	209.37	0.3%	1,721.38	0.3%
Advertising/Entertainment	648.00	1.7%	1,070.28	2.7%	1,056.72	2.2%	875.00	1.8%	1,416.00	1.8%	5,041.00	5.0%	1,928.00	1.6%	519.00	0.5%	216.00	0.3%	12,770.00	2.0%
Electricity	1,090.33	2.8%	1,174.81	3.0%	1,033.87	2.1%	1,135.64	2.4%	1,098.30	1.4%	1,418.32	1.4%	2,068.55	1.8%	2,220.27	2.2%	2,191.58	3.0%	13,431.67	2.1%
Natural Gas	426.48	1.1%		0.0%	1,016.58	2.1%		0.0%		0.0%		0.0%		0.0%		0.0%	43.84	0.1%	1,486.90	0.2%
Trash Removal	419.96	1.1%	207.47	0.5%	207.47	0.4%	207.47	0.4%	207.47	0.3%	376.86	0.4%	207.47	0.2%	207.47	0.2%	214.17	0.3%	2,255.81	0.3%
Laundry Service	378.51	1.0%	378.51	1.0%	228.87	0.5%	311.02	0.7%	331.07	0.4%	331.07	0.3%	378.51	0.3%	709.58	0.7%	378.51	0.5%	3,425.65	0.5%
Repair & Maintenance	1,116.70	2.9%	999.00	2.5%	974.50	2.0%	2,497.91	5.3%	1,568.92	1.9%	237.07	0.2%	2,194.55	1.9%	410.00	0.4%	432.69	0.6%	10,431.34	1.6%
Supplies & minor equipment	569.65	1.5%	1,957.23	5.0%	1,288.32	2.7%	484.50	1.0%	166.39	0.2%	2,314.40	2.3%		0.0%	391.95	0.4%	249.56	0.3%	7,422.00	1.1%
Education & seminars		0.0%		0.0%	190.00	0.4%	209.00	0.4%		0.0%		0.0%		0.0%		0.0%	20.00	0.0%	419.00	0.1%
Travel, lodging & meal expenses	16.08	0.0%	47.60	0.1%		0.0%	465.34	1.0%	200.98	0.2%	61.60	0.1%	123.40	0.1%	47.60	0.0%	71.40	0.1%	1,034.00	0.2%
Professional services	1,441.13	3.7%	5,607.00	14.2%	3,065.50	6.4%	2,268.00	4.8%	2,799.95	3.5%	335.55	0.3%	3,208.01	2.7%	2,081.97	2.0%	1,535.48	2.1%	22,342.59	3.4%
Miscellaneous	136.86	0.3%	23.04	0.1%	79.95	0.2%	79.95	0.2%	173.19	0.2%	79.95	0.1%	79.95	0.1%	79.95	0.1%	82.10	0.1%	814.94	0.1%
Insurance	920.40	2.4%	920.40	2.3%	920.40	1.9%	920.40	1.9%	920.40	1.1%	920.40	0.9%	920.40		920.40		920.40	1.2%	8,283.60	1.3%
Depreciation expense	1,774.53	4.5%	1,774.53	4.5%	1,774.53	3.7%	1,774.53	3.7%	1,774.53	2.2%	1,774.53	1.8%	1,774.53		1,774.53		1,774.53	2.4%	15,970.77	2.5%
Total operating expenses	28,311.87	72.4%	30,064.06	76.3%	30,841.38	64.0%	30,693.17	64.6%	32,051.62	39.8%	38,895.10	38.5%	40,182.59	34.3%	34,628.53	33.7%	31,258.62	42.1%	296,926.94	45.7%
Operating Income (loss)	(8,332.84)	-21.3%	(8,054.36)	-20.5%	(3,426.12)	-7.1%	2,526.74	5.3%	6,854.38	8.5%	14,714.54	14.6%	21,729.49	18.5%	20,604.68	20.1%	11,754.14	15.8%	58,370.65	9.0%
Other receipts (ATM,lottery,ref, COVID)		0.0%		0.0%		0.0%		0.0%		0.0%	0.00	0.0%		0.0%		0.0%		0.0%	0.00	0.0%
Interest expense (income)	64.14	0.2%	64.14	0.2%	64.14	0.1%	64.15	0.1%	64.15	0.1%	64.15	0.1%	64.15	0.1%	64.15	0.1%	64.15	0.1%	577.32	0.1%
Loss on disposal of capital asset																			0.00	0.0%
Net profit (loss)	(8,396.98)	-21.5%	(8,118.50)	-20.6%	(3,490.26)	-7.2%	2,462.59	5.2%	6,790.23	8.4%	14,650.39	14.5%	21,665.34	18.5%	20,540.53	20.0%	11,689.99	15.8%	57,793.33	8.9%
INVENTORY PURCHASES																				
Liquor	3,480.46		2,974.20		7,923.41		3,836.81		7,959.42		12,051.65		8,688.11		3,787.08		4,903.50		55,604.64	
Beer	2,946.28		4,465.53		7,212.90		9,245.19		16,348.40		14,133.21		18,194.70		14,038.73		7,067.78		93,652.72	
Wine	400.00		0.00		366.67		550.67		233.34		617.34		333.34		748.52		502.67		3,752.55	
Soft Drinks	0.00		875.65		655.95		840.95													

**CITY OF FIFTY LAKES MUNICIPAL LIQUOR STORE
2024 PROFIT AND LOSS REPORT**

(unaudited)

	January-24		February-24		Mar-24		Apr-24		May-24		Jun-24		Jul-24		Aug-24		Sep-24		Year to Date
RECEIPTS:																			
Receipts from Off Sales	5,408.11	15.6%	6,810.78	17.8%	7,950.54	17.6%	7,515.33	15.7%	14,973.84	17.7%	12,984.93	13.7%	21,762.61	21.6%	17,692.60	18.9%	12,108.09	15.2%	
Receipts from On Sales	27,675.21	79.6%	30,865.05	80.5%	36,873.86	81.8%	39,948.73	83.5%	61,737.30	73.0%	78,169.10	82.4%	77,305.47	76.8%	73,621.34	78.7%	56,510.50	71.0%	
Receipts from Machines	712.59	2.1%	673.07	1.8%	238.39	0.5%	403.33	0.8%	783.33	0.9%	1,056.79	1.1%	1,625.12	1.6%	2,260.72	2.4%	1,018.02	1.3%	
Rent from FLFRA	953.89	2.7%		0.0%		0.0%		0.0%	7,090.37	8.4%	2,293.79	2.4%	0.00	0.0%	0.00	0.0%	9,995.74	12.6%	
Total Sales	34,749.80	100.0%	38,348.90	100.0%	45,062.79	100.0%	47,867.39	100.0%	84,584.84	100.0%	94,809.10	100.0%	100,693.20	100.0%	93,574.66	100.0%	79,632.35	100.0%	
Beginning Inventory	56,343.42		55,353.65		56,907.48		55,771.26		55,679.62		65,684.17		66,872.30		65,007.12		58,477.64		
Purchases	15,529.98		15,046.11		19,884.03		23,664.74		43,536.76		41,326.04		41,186.79		31,944.99		23,430.96		
Total	71,873.40		70,399.76		76,791.51		79,436.00		99,216.38		107,010.21		108,059.09		96,952.11		81,908.60		
Ending Inventory	55,353.65		56,907.48		55,771.26		55,679.62		65,684.17		66,872.30		65,007.12		58,477.64		57,920.98		
Subtotal	16,519.75		13,492.28		21,020.25		23,756.38		33,532.21		40,137.91		43,051.97		38,474.47		23,987.62		
Sales & Use Tax	2,737.00	7.9%	3,033.00	7.9%	3,515.00	7.8%	3,750.00	7.8%	5,967.00	7.1%	6,348.00	6.7%	7,805.00	7.8%	7,289.00	7.8%	5,552.00	7.0%	
Cost of Sales	19,256.75	55.4%	16,525.28	43.1%	24,535.25	54.4%	27,506.38	57.5%	39,499.21	46.7%	46,485.91	49.0%	50,856.97	50.5%	45,763.47	48.9%	29,539.62	37.1%	
Gross Profit	15,493.05	44.6%	21,823.62	56.9%	20,527.54	45.6%	20,361.01	42.5%	45,085.63	53.3%	48,323.19	51.0%	49,836.23	49.5%	47,811.19	51.1%	50,092.73	62.9%	
OPERATING EXPENSES																			
Salaries and wages - liquor	13,220.19	38.0%	11,779.80	30.7%	11,545.02	25.6%	11,858.40	24.8%	13,781.84	16.3%	16,188.80	17.1%	15,190.89	15.1%	16,333.55	17.5%	22,125.32	27.8%	
Salaries and wages - administrative	854.10	2.5%	802.40	2.1%	803.13	1.8%	747.84	1.6%	758.32	0.9%	850.54	0.9%	843.94	0.8%	892.46	1.0%	922.05	1.2%	
Salaries and wages - maintenance	296.46	0.9%	270.59	0.7%	270.59	0.6%	283.52	0.6%	282.82	0.3%	257.66	0.3%	299.58	0.3%	283.52	0.3%	270.86	0.3%	
Payroll taxes (FICA & Med)	1,053.90	3.0%	983.34	2.6%	965.45	2.1%	986.20	2.1%	1,170.68	1.4%	1,305.51	1.4%	1,225.73	1.2%	1,321.40	1.4%	1,629.38	2.0%	
Employer Pera contributions	1,025.66	3.0%	905.74	2.4%	890.30	2.0%	907.69	1.9%	992.73	1.2%	1,100.07	1.2%	1,017.85	1.0%	1,195.16	1.3%	1,014.51	0.0%	
Employer Health & Dental Insurance	2,225.18	6.4%	7.67	0.0%	0.00	0.0%	1.39	0.0%	3.21	0.0%	877.78	0.9%	882.25	0.9%	882.24	0.9%	3.21	0.0%	
Unemployment benefit payments		0.0%		0.0%		0.0%		0.0%		0.0%		0.0%		0.0%		0.0%		0.0%	
Pension expense		0.0%		0.0%		0.0%		0.0%		0.0%		0.0%		0.0%		0.0%		0.0%	
Compensated absences		0.0%		0.0%		0.0%		0.0%		0.0%		0.0%		0.0%		0.0%		0.0%	
Salaries & benefits	18,675.49	53.7%	14,749.54	38.5%	14,474.49	32.1%	14,785.04	30.9%	16,969.60	20.1%	20,580.36	21.7%	19,460.24	19.3%	20,908.33	22.3%	25,965.34	32.6%	
Dues & subscriptions		0.0%		0.0%		0.0%		0.0%	360.00	0.4%	907.98	1.0%	822.17	0.8%	435.00	0.5%	110.00	0.1%	
Credit card fees	830.93	2.4%	1,029.22	2.7%	528.63	1.2%	656.51	1.4%	669.86	0.8%	1,116.32	1.2%	1,114.18	1.1%	1,614.55	1.7%	1,362.83	1.7%	
Telephone / Cell	394.24	1.1%	244.76	0.6%	321.70	0.7%	363.88	0.8%	339.95	0.4%	132.10	0.1%	144.83	0.1%	341.75	0.4%	70.00	0.1%	
Television/ IT services	277.60	0.8%	322.48	0.8%	277.60	0.6%	271.90	0.6%	258.25	0.3%	444.91	0.5%	440.00	0.4%	235.50	0.3%		0.0%	
Freight	130.97	0.4%	94.69	0.2%	148.97	0.3%	276.05	0.6%	294.54	0.3%	256.31	0.3%	287.44	0.3%	153.73	0.2%	173.77	0.2%	
Advertising/Entertainment	1,964.70	5.7%	280.00	0.7%	895.00	2.0%	1,200.00	2.5%	1,513.10	1.8%	1,866.00	2.0%	2,021.07	2.0%	1,066.00	1.1%	2,116.00	2.7%	
Electricity	1,189.66	3.4%	1,212.00	3.2%	1,119.40	2.5%	1,127.58	2.4%	975.56	1.2%	1,107.93	1.2%	1,612.09	1.6%	2,037.05	2.2%	1,907.45	2.4%	
Natural Gas	398.23	1.1%	262.90	0.7%	193.10	0.4%	118.44	0.2%	51.87	0.1%	34.38	0.0%	40.67	0.0%	38.15	0.0%	39.10	0.0%	
Trash Removal		0.0%	202.67	0.5%	202.66	0.4%	202.67	0.4%	202.66	0.2%	230.67	0.2%	302.66	0.3%	221.71	0.2%	213.33	0.3%	
Laundry Service	305.01	0.9%	304.78	0.8%	290.61	0.6%	360.56	0.8%	360.56	0.4%	378.51	0.4%	378.51	0.4%	378.51	0.4%	378.58	0.5%	
Repair & Maintenance	1,064.96	3.1%	1,205.11	3.1%	1,226.00	2.7%	490.00	1.0%	396.65	0.5%	253.02	0.3%	1,087.57	1.1%	1,190.47	1.3%	83.27	0.1%	
Supplies & minor equipment	829.16	2.4%	713.95	1.9%	1,065.98	2.4%	700.24	1.5%	1,115.49	1.3%	1,262.11	1.3%	2,138.61	2.1%	428.25	0.5%	1,381.19	1.7%	
Education & seminars		0.0%		0.0%		0.0%	1,956.00	4.1%	0.00	0.0%	290.00	0.3%		0.0%		0.0%		0.0%	
Travel, lodging & meal expenses		0.0%		0.0%	52.26	0.1%	442.20	0.9%	0.00	0.0%		0.0%		0.0%	40.20	0.0%		0.0%	
Professional services		0.0%	4,677.75	12.2%	4,725.00	10.5%	1,156.05	2.4%	1,962.50	2.3%		0.0%		0.0%		0.0%	582.79	0.7%	
Miscellaneous	23.04	0.1%	143.04	0.4%	23.03	0.1%	23.04	0.0%	23.03	0.0%	79.95	0.1%	79.95	0.1%	79.95	0.1%	79.95	0.1%	
Insurance	1,209.00	3.5%	1,209.00	3.2%	1,209.00	2.7%	1,209.00	2.5%	1,209.00	1.4%	1,209.00	1.3%	1,209.00		1,209.00		1,209.00		
Depreciation expense	1,774.53	5.1%	1,774.53	4.6%	1,774.53	3.9%	1,774.53	3.7%	1,774.53	2.1%	1,774.53	1.9%	1,774.53		1,774.53		1,774.53		
Total operating expenses	29,067.52	83.6%	28,426.42	74.1%	28,527.96	63.3%	27,113.69	56.6%	28,497.15	33.7%	31,924.08	33.7%	32,913.52	32.7%	32,152.68	34.4%	37,447.13	47.0%	
Operating Income (loss)	(13,574.47)	-39.1%	(6,602.80)	-17.2%	(8,000.42)	-17.8%	(6,752.68)	-14.1%	16,588.48	19.6%	16,399.11	17.3%	16,922.71	16.8%	15,658.51	16.7%	12,645.60	15.9%	
Other receipts (A1M, lottery, rent, COVID)		0.0%		0.0%		0.0%		0.0%		0.0%	0.00	0.0%		0.0%		0.0%		0.0%	
Interest expense (income)	64.14	0.2%	64.14	0.2%	64.17	0.1%	64.15	0.1%	64.15	0.1%	64.15	0.1%	64.15	0.1%	64.15	0.1%	64.15	0.1%	
Loss on disposal of capital asset																			
Net profit (loss)	(13,638.61)	-39.2%	(6,666.94)	-17.4%	(8,064.59)	-17.9%	(6,816.83)	-14.2%	16,524.33	19.5%	16,334.96	17.2%	16,858.56	16.7%	15,594.36	16.7%	12,581.45	15.8%	42,986.69

INVENTORY PURCHASES

Liquor	3,876.61	3,845.84	4,604.54	5,267.24	12,423.74	7,097.15	9,194.13	4,172.70	6,711.46
Beer	4,530.21	4,600.77	5,704.65	7,011.16	17,280.84	15,640.90	12,350.47	11,151.00	6,321.55
Wine	184.00	0.00	460.00	192.00	523.80	473.20	1,963.75	584.00	639.80
Soft Drinks	807.70	653.70	539.52	838.20	1,140.30	1,792.15	1,768.45	1,299.94	1,109.90
Bar Supplies	540.74	673.76	635.36	657.30	943.20	1,111.63	1,756.89	1,441.87	791.35
Tobacco	1,111.54	1,051.41	1,725.39	1,039.28	2,399.75	1,651.90	2,373.37	1,884.67	888.48
Food	4,087.26	3,640.93	4,025.30	5,828.94	7,755.84	8,471.86	10,493.62	10,182.26	6,073.92
Misc Merchandise, Clothing	391.92	579.70	2,189.27	2,830.62	1,069.29	5,087.25	1,286.11	1,228.55	894.50
Total inventory purchases	15,529.98	15,046.11	19,884.03	23,664.74	43,536.76	41,326.04	41,186.79	31,944.99	23,430.96

	Inventory Variances 2025				
Description	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
Beer	-151.60	-843.11	Not counted		-994.71
Liquor	605.73	24.21	Not counted		629.94
Wine	-286.01	99.09	-69.15		-256.07
Pop	0.00	8.2	-32.8		-24.60
Cigarettes	114.80	116.9	-107.92		123.78
Tobacco	0.00	-7.51	-0.55		-8.06
Miscellaneous	-92.00	-89.19	Not counted		-181.19
Clothing	<u>77.88</u>	-413.17	-50.08		-385.37
Total:	268.80	-1104.58	-260.50		-1096.28

September 14, 2025

Dear Emily,

I am writing to formally resign from my position as a bartender at the Fifty Lakes Bar and Bottle Shop.

Working at Fifty has been a great experience and I am so grateful that I have had the chance to serve and work in this community. I have valued the opportunities that this position has given me, and the connections I have made here.

As sad as I am to leave this role, I am excited to pursue an opportunity to be a teaching assistant in France. I would welcome the opportunity to return as a bartender if I return to the area and there is an open position.

Thank you again for the opportunity to be part of the team. I appreciate your support and understanding.

Regards,

Amy Whitcomb



City of Fifty Lakes

CITY COUNCIL PLANNING & ZONING REPORT – OCTOBER 14, 2025

City Council,

The Planning Commission held a regular meeting on Tuesday, September 23rd, 2025, at which the following public hearings were held:

- a. **Conditional Use Application 15-25** For the installation of a solar energy system on an existing commercial/public structure. The subject property is located at 40447 Town Hall Rd; PIN 22250516. Applicant/Owner: City of Fifty Lakes. **Approved**
- b. **Variance Application 16-25** For the construction of an addition and an existing dwelling not meeting OHW setbacks. The subject property is located at 43327 Co Rd 136; PIN 22120553. Applicant/Owner: Daniel & Melinda Hogan. **Tabled**
- c. **Variance Application 17-25** For the replacement and expansion of an existing SSTS within the bluff setback. The subject property is located at 16886 N Eagle Lake Rd; PIN 22240595. Applicant/Owner: Peter & Laura Sandall. **Approved**

The following Metes and Bounds lot splits were approved:

- a. **Metes & Bounds Lot Split 18-25** to split an 8.69 acre parcel within the Shoreland Residential (SR) land use district. Subject property is located at 42305 Kego Lake Rd; 22150522. Applicant/Property Owners: Scott & Julie Smith.
- b. **Metes & Bounds Lot Split 19-25** to split a 19.86 acre parcel within the Agricultural (AG) land use district. Subject property is located at 17198 Buchite Rd; 22360527. Applicant/Property Owners: Randy & Audrey Buchite.

I will not be attending your upcoming City Council meeting. If you have any questions or concerns, please feel free to contact me at (218) 855-9605 or bethany.soderlund@sourcewell-mn.gov.

Thank you,

Bethany Soderlund
Planning & Zoning Administrator
Community Development Administrator - Sourcewell



City of **Fifty Lakes**

MEMO: Refund Request

The Planning Commission respectfully requests that City Council approve a refund of the administrative fees collected for Variance-17-25, which was approved on September 23, 2025. This variance allowed for the installation of a septic system 10 feet from the top of the bluff, whereas the required setback is 30 feet.

Peter and Laura Sandall previously received a variance in 2024 for a second story addition to their non-conforming dwelling. At the time, that variance did not include the necessary SSTS (Subsurface Sewage Treatment System) request for the septic installation. The Planning Commission believes this omission was an oversight and that the septic system should have been addressed in their original variance application.

In light of this, the Planning Commission is asking that the \$450 collected for Variance-17-25 be refunded to Peter and Laura Sandall.

Your consideration of this request is appreciated.

Bethany Soderlund
P&Z Administrator



City of **Fifty Lakes**

MEMO: Request to Approve Posting for New Planning Commission/Board of Adjustment Members

The Planning Commission respectfully requests that City Council approve the posting for new Commission members. Mike Milbrath's and Fred Strohmeier's PCBOA terms will expire on December 31st, 2025, resulting in two potential vacancies. Mike Milbrath is not seeking reappointment and Fred Strohmeier is unsure at this time.

Timely posting will allow us to solicit applications and ensure necessary seats are filled without delay.

Thank you for your consideration of this request.

Bethany Soderlund
P&Z Administrator



City of **Fifty Lakes**

NOTICE **Planning Commission Vacancies**

The City of Fifty Lakes will have two openings on the Planning Commission / Board of Adjustment. Members review and/or approve variances, conditional use permits, interim use permits, zoning district boundary changes, preliminary plats, metes and bounds property divisions, ordinances, and the comprehensive plan.

Applicants must be a registered voter in the City of Fifty Lakes or a property owner in the City of Fifty Lakes. Anyone interested should apply in writing no later than 1PM on Wednesday, December 3rd to the City Hall, PO Box 125, Fifty Lakes MN 56448. Applications can be found on the city website or email clerk@fiftylakesmn.com to obtain one.

If there are any questions, please call 763-3113.

Ann M. Raph

Clerk-Treasurer

2025 SSTS Permits

Permit #	Date Rec.	Date Apprvd.	New or Rep.	PIN	Location	Last Name	First Name
SSTS01-25	xx-xx-2025	5-9-2025	R	22250500	40366 CO Rd 3	City of Fifty Lakes	
SSTS02-25	4/25/2025	5/1/2025	N	22330511	13893 County Rd 1	Lano	Jennifer
SSTS03-25	5-6-2025	5/12/2025	N	22120563	TBD N Mitchell Lake Rd	Dollimer	Mike
SSTS04-25	5/14/2025	5/16/2025	R	22310518	12275 Northgate Ln	Muske	Mike
SSTS05-25	5/19/2025	5/19/2025	R	22130557	17009 N Eagle Lake Rd	Feldman	Joel
SSTS06-25	5/19/2025	5/30/2025	R	22150512	43901 Kego Lake Rd	Decker	Chad
SSTS07-25	5/30/2025 (9-4-25)	9/19/2025	R	22240504 22240597	16857 N Eagle Lake Rd	Schmidt	Greg & Kellene
SSTS08-25	5/27/2025	6/16/2025	N	22280564	41056 W Fox Lake Rd	Maschke	Chad
SSTS09-25	7/01/2025	7/18/2025	N	22130569	TBD - Palmer Trl	Fiksdal	Jason
SSTS10-25	7/18/2025	8/8/2025	N	22280628	40640 Westman Bay Rd	Plude	Myles & Lynn
SSTS11-25	7/28/2025	7/28/2025	R	22310538	11913 Northgate Ln	Roach	Robert & Kimberly
SSTS12-25	9/12/2025	9/19/2025	N	22310542	11841 Northgate Ln	Groechel	Laura
SSTS13-25	8/11/2025	8/15/2025	N	22230530	16675 Eaglewood Dr	Fuechtmann	Kevin & Debra
SSTS14-25	8/15/2025	8/29/2025	N	22120542	17601 Gilman Rd	Fails	Perry & Lisa
SSTS15-25	8/22/2025	8/25/2025	N	22280567	14422 Grouse Ln	Sanford	Family Trust
SSTS16-25	9/8/2025	9/8/2025	R	22130556	16937 N Eagle Lake Rd	Mary Ford	Revocabl e Trust
SSTS17-25	9/19/2025	9/29/2025	R	& 2240596	16886 N Eagle Lake Rd	Sandall	Peter & Laura

					2025 Land Use Permits			
NUMBER	DATE RECD	DATE APPRVD	PROPERTY ADDRESS	LAST	FIRST	ZONE	PIN	DESCRIPTION
01-25	Complete App: 1-10-2025	1-13-25	41968 Kego Lake Rd	Heidenreich /Roher Horvath Com		AG	22150519	Construction of Cell Tower per CUP granted 1-24-23.
02-25	1-24-2025	1/27/2025	TBD Old Grade	Theisen	Gregory	SR	22190510	Construction of a 40 x 80 accessory structure
03-25	1-09-2025 Incomplete 3-10-25	4/11/2025	39823 Buchite Rd	Barber	Samantha	SR	22360502	Construction of a 40 x 80 accessory structure and ATF permit for WOAS
04-25	1-28-2025	2-3-2025	15634 Co Rd 1	Settambrino	Tony	WOC	22270510	Replacement of 10x12 shed and 14x14 patio
05-25	2-14-2025	3-14-2025	43292 Buck Trl.	Hilton	Jerry	SR	22130571	24x28 accessory structure
06-25	3-10-2025	4/11/2025	39823 Buchite Rd	Barber	Samantha	SR	22360502	Water Oriented Accessory Structure
07-25	3-14-2025	3-14-2025	40366 Co Rd 3	City of Fifty Lakes		PP	22250500 22250516	Accessory Structure
08-25	3-14-25	3/21/2025	40705 Sunset View Ln	Justin	Lawrence	SR	22270606	15x26 Addition to Accessory Structure
09-25	3-31-2025	4/7/2025	17451 North County Rd	Wright	Dan & Jennifer	SR	22120500	Replace walkpath and dirt moving

NUMBER	DATE RECD	DATE APPRVD	PROPERTY ADDRESS	LAST	FIRST	ZONE	PIN	DESCRIPTION
10-25	3/24/2025	5/19/2025	15659 N Fox Beach Rd	Anderson	Mark & Mary	SR	22220580	Covered deck/porch
11-25	3-31-2025	4/4/2025	40258 W. Fox Lake Rd	Williams	Mike & Laura	SR	22280575	SAP -Replacement of steps and walkway
12-25	4-4-2025	5/16/2025	12275 Northgate Ln	Muske	Michael & Jane	SR	22310518	24'x26' garage addition with storage room & guest quarters
13-25	4-21-2025	4-21-2025	40366 Co Rd 3	City of Fifty Lakes		PP	22250500	For the contruction of a splash pad
14-25	4-21-2025	4-21-2025	15634 Co Rd 1 - Lot 19	Gallaway	Matthew	SR	22270528	For the placement of an 8x28 driveway
15-25	4-25-2025	6/24/2025	16335 W Eagle Lk Rd	Schuelke	Leroy	SR	22230516	36x26 3 car garage with no living quarters and driveway
16-25	4-25-2025	6-2-2025	16857 N Eagle Lk Rd	Schmidt	Greg & Kellene	SR	22240504	The demolition of an existing dwelling and the construction of a new dwelling as approved by variance.
17-25	4-28-2025	4-28-2025	43835 Kego Lake Rd	Cronister/ Carl	Jason & Casey	SR	22150510	For the installation of a renewable solar energy system as approved by CUP on 4-25-25
18-25	5-6-2025	5-12-2025	TBD N Mitchell Lake Rd	Dollimer	Mike	SR	22120563	For the construction of a Dwelling, SSTS, Driveway & E911
19-25	5-8-2025	5-9-2025	15634 Co Rd 1 - #39	Bitterman	Roy & Barb	SR	22270508	For the removal of a 10'x10' deck and the construction of a 8'x10' deck

NUMBER	DATE RECD	DATE APPRVD	PROPERTY ADDRESS	LAST	FIRST	ZONE	PIN	DESCRIPTION
20-25	5-12-2025	5-19-2025	14482 Grouse Ln	McKeehan	Marilyn	SR	22280517	SAP-Dirt moving 50 cu yards in RLZ
21-25	6-6-2025	6-6-2025	16887 N Eagle Lake Rd	Milbrath	Mary & Mike	SR	22240600	Build a 12x12 storage area under existing 3 season porch
22-25	6/2/2025	6-9-2025	16670 Brody Ct	Crawford	Rick & Lori	RR	22260505	Construction of an addition to dwelling
23-25	5/23/2025	6/16/2025	41056 W Fox Lake Rd	Maschke	Chad	SR	22210506	Dwelling with attached garage, driveway, SSTs
24-25	6-6-2025	6/16/2025	16687 W Eagle Lake Rd	DelCotto	Tim	SR	22140509	Enclose & Screen porch
25-25	6-9-2025	6/23/2025	15132 Peninsula Ln	Rabusch	Thomas	SR	22270501	12x15 shed
26-25	6/16/2025	6/20/2025	43901 Kego Lake Rd	Decker	Chad	SR	22150512	Replace existing accessory structure with a 40x50 accessory structure
27-25	6/18/2025	7/7/2025	41597 E Eagle Lake Rd	Dingman	Fintan	SR	22240588	36x32 accessory structure
28-25	6/13/2025	7/11/2025	17343 Mitchell Lake Rd	Johnson	Andrew	SR	22120521	12x24 deck with seasonal RV Permit
29-25	6/23/2025	7/01/2025	40622 W Fox Lk Rd	Neihart	Kenneth	SR	22280546	23x25 Accessory Structure
30-25	6/30/2025	7/01/2025	43441 Kego Lake Rd	Johnson	David & Karen	SR	22100505	15 x 8 WOAS
31-25	6/24/2025	7/11/2025	16969 N Eagle Lake Rd	Peterson	Michael & Joan	SR	22130559	Cabin remodel and addition
32-25	7/01/2025	7/14/2025	TBD - Palmer Dr	Fiksdal	Jason	SR	22130569	Dwelling with attached garage, driveway
33-25	6/27/2025	7/14/2025	16886 N Eagle Lake Rd	Sandall	Peter & Laura	SR	22240595 22240596	Addition to existing Dwelling

NUMBER	DATE RECD	DATE APPRVD	PROPERTY ADDRESS	LAST	FIRST	ZONE	PIN	DESCRIPTION
34-25	7/7/2025	7/11/2025	TBD Eaglewood Dr	Fuechtmann	Kevin & Debra	SR	22230530	Driveway
35-25	7/11/2025	7/22/2025	42569 Kego Lake Rd	David	Sandy & Jim	SR	22150502	Shoreland Alt Permit - 30yrds in RLZ
36-25	7/18/2025	8/1/2025	40640 Westman Bay Rd	Plude	Myles & Lyni	SR	22280628	Dwelling & Septic
37-25	7/28/2025	7/28/2025	11913 Northgate Ln	Roach	Robert & Kimberly	SR	22310538	Dwelling & Septic
38-25	7/25/2025	8/8/2025	11841 Northgate Ln	Groeche	Laura	SR	22310542	Accessory structure with guest quarters
39-25	8/11/2025	8/15/2025	16675 Eaglewood Dr	Fuechtmann	Kevin & Debra	SR	22230530	Dwelling with attached garage and accessory structure
40-25	8/13/2025	8/25/2025	17601 Gilman Rd	Fails	Perry & Lisa	SR	22120542	Dwelling with attached garage and deck/patio, SSTS
41-25	8/22/2025	8/25/2025	14422 Grouse Ln	Sanford	Family Trust	SR	22280567	Dwelling, with attached garage, driveway, SSTS
42-25	8/29/2025	9/8/2025	16817 W Eagle Lake Rd	Vetch	Jason &	SR	22230515	Addition to exiting dwelling, no increase in bedrooms
43-25	9/8/2025	9/25/2025	Co Rd 1 ROW (Fox Lk)	Van Zee Limited Partnership	Jeff Dusenka	SR	Co Rd 1 ROW	Steps and walkpath within ROW
44-25	9/22/2025	9/22/2025	TBD Ox Lake Cir	Maier	Jake	SR	22320522	Driveway
45-25								
46-25								

From: Cindy <Cindy@stonemarksurvey.com>
Sent: Thursday, September 18, 2025 10:13 AM
To: clerk@fiftylakesmn.com
Subject: Stonemark

Ann thank you for giving us the opportunity to provide you with an estimate for our services. We propose to tie into previous survey work, file 19134. Compute new subdivision line creating a 5 acre parcel as directed by you and prepare a Certificate of Survey drawing showing overall boundary, new subdivision line, building envelope, impervious coverage and provide proposed boundary descriptions. Stake new boundary lines. Cost \$1900-2100

We bill an hourly rate and will bill you for the time spent on the project not to exceed said amount. This estimate does not include locating 2' contours, trees, wetland delineation, septic services, application fees, meeting representation, deed preparation or recording fees.

We are scheduling the field work 5 weeks from authorization to proceed. Drawing will be completed prior using the previous survey work.

Please reply to this email if you would like to proceed or if you have any questions,

Cindy

Cynthia M. Hidde, PLS, DTM
Stonemark Land Surveying, Inc.
30206 Rasmussen Rd, Ste#1
PO Box 874
Pequot Lakes, MN 56472

Office: 218-568-4940
Cell: 218-232-8046

This Message (including any attachments) may contain confidential information. The information is intended only for the use of the individual or entity to whom it is addressed. If you are not the addressee or the employee or agent responsible to deliver this e-mail to its intended recipient, you are hereby notified that any review, use, dissemination, distribution, disclosure, copying or taking of any action in reliance on the contents of this information is strictly prohibited.



Surveying Services: Proposal and Agreement

This proposal is valid for 30 days from the Order Date listed below.

CLIENT INFORMATION:

NAME: City of Fifty Lakes
BILLING ADDRESS: 40447 Town Hall Rd, PO Box 125
CITY, STATE, ZIP: Fifty Lakes, MN 56448
EMAIL: clerk@fiftylakesmn.com
ORDER PLACED BY: Ann Raph, City Clerk - Treasurer

PROJECT #: ER25-06-002
ORDER DATE: 9/26/25
PHONE: 218-763-3113
CELL: _____

SURVEY LOCATION:

SECTION(s): 26 TWP(s): 138N RG(s): 27W
LOT(s): Pt. NE1/4SE1/4 BLOCK(s): _____ SUBD: _____
CITY / TOWN: Fifty Lakes COUNTY: Crow Wing STATE: MN

DESCRIPTION OF WORK:

Subdivision Survey

- Research and review deeds, easements, and previous surveys in the area of your property.
- Perform field survey to verify, locate, set and mark property corner monuments and subdivide a 5-acre tract approximately as shown on the sketch you provided.
- Prepare a Certificate of Survey showing the results of the survey and including descriptions for the new tract and the remainder of the parent tract.

SCHEDULE OF WORK:

Field work and Certificate of Survey to be completed within 10 working days of notice to proceed.

COST OF SURVEYING SERVICES: Lump Sum (LS) \$1,825.00

Deposit Required Prior to Start of Work: Yes ☐ No ☒ Amount \$ _____

PROPOSAL PROVIDED BY: Michael L. Fletchall, PLS

IE OFFICE: 116 E. Washington Ave., Fergus Falls, MN 56537

To the fullest extent permitted by law, Client and Surveyor (1) waive against each other, and the other's employees, officers, directors, members, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to this Agreement or the Project, and (2) agree that Surveyor's total liability to Client under this Agreement shall be limited to \$4,000.00; or our fee, whichever is greater.

The Client agrees this liability waiver extends to all construction contractors, subcontractors, and purchasers of real property located within or adjacent to the Project when such liability is due to the Surveyor's negligent acts, errors, or omissions. Payment for surveying services is due and payable when billed. Interest in the amount of 1.5% per month shall be added to accounts not paid within thirty (30) days of the invoice date. This estimate includes support items for CAD drafting (point development for staking) and Professional Land Surveyor time for direct supervision, scheduling, support, and troubleshooting as needed. This estimate includes travel time to/from the Project site from our office, chargeable vehicle mileage, and survey staking materials (rebar, stakes, paint, flagging, etc.). If legal counsel is necessary to enforce rights on any amounts owed, the prevailing party is entitled to recover from the other party all costs as well as reasonable attorney fees. Requested or unexpected changes to the anticipated work required may change the proposed cost above. The Surveyor will discuss these situations with the Client as they arise.

AUTHORIZATION: I hereby authorize the above-described surveying services to be performed by Interstate Engineering, Inc. under the terms and conditions set forth. By signing, I certify that I am authorized to bind the entity to a contract and my title is _____.

_____. I also understand that a corporate resolution may be requested as evidence.

SIGNATURE: _____ DATE: _____

To: Bryan Drown
Subject: RE: Fifty Lakes Fire Hall

From: Bryan Drown <Bryan.Drown@bolton-menk.com>
Sent: Thursday, August 28, 2025 12:44 PM
To: clerk@fiftylakesmn.com
Cc: Adam Luckhardt <adam.luckhardt@bolton-menk.com>
Subject: Fifty Lakes Fire Hall

Ann,

In response to your request regarding cost for surveying the proposed fire hall parcel and architectural cost for the proposed building please see the following:

Land Surveying

Cost to complete a boundary survey of the existing parcel and prepare 2 legal descriptions to subdivide a 5-acre parcel for city purchase is \$4,815. This includes placing property corners at the new 5-acre parcel. Recording the parcels is assumed to be completed by the city.

If you have any questions or need clarification on the items above, please reach out.

Have a great Labor Day weekend.



Real People. Real Solutions.



Bryan Drown, PE (MN)
Municipal Project Manager
Bolton & Menk, Inc.

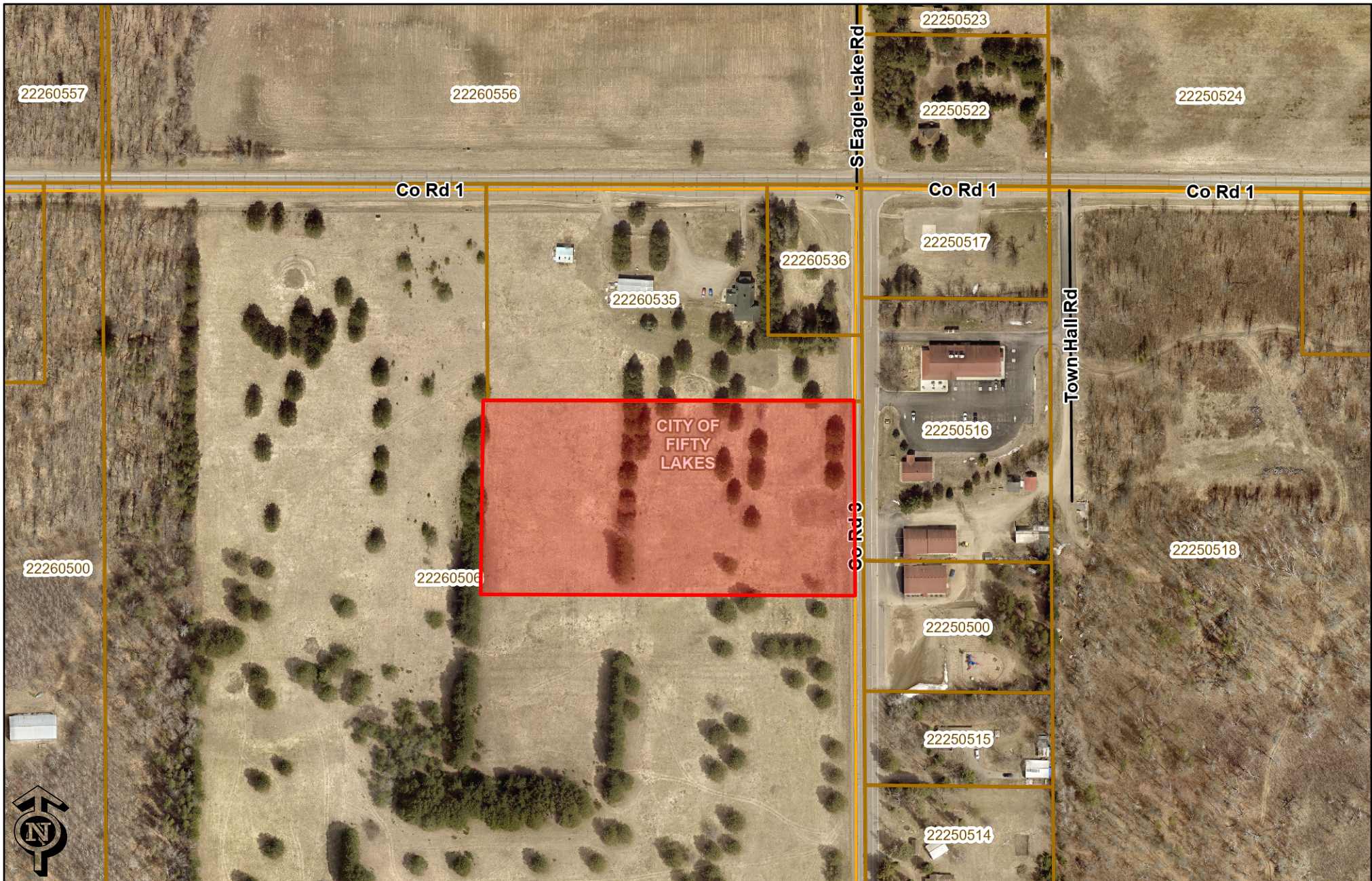
📍 7656 Design Road Suite 200, Baxter, Minnesota, 56425-8676

☎ (218) 297-8377

📱 (218) 821-5242

✉ bryan.drown@bolton-menk.com

🌐 www.Bolton-Menk.com



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Date: 4/17/2025 Time: 1:48 PM

To: Mayor and City Council
From: Ann Raph, City Clerk
Date: October 9, 2025
Subject: Minnesota Paid Leave Act – Employer Responsibilities

Overview:

The **Minnesota Paid Leave Act** begins **January 1, 2026**, providing paid leave for employees to:

- Care for themselves or family members with serious health conditions
- Bond with a new child
- Handle certain military-related events
- Address safety concerns related to domestic abuse or sexual assault

City Responsibilities:

- Participate as a public employer in the program
- Begin payroll contributions on **January 1, 2026** (shared with employees unless fully covered by the city)
- Report wages and pay premiums to the state
- Update personnel policies to align with state requirements and coordinate with FMLA, sick leave, and ESST
- Notify employees of their rights and display the required state poster
- Coordinate with payroll systems (e.g., CTAS) for proper deductions and reporting

Next Steps:

- Monitor updates from DEED and LMC guidance
- Prepare draft policy revisions for council review before January 2026

Action:

No immediate action is required. This memo is for informational purposes only.

MINNESOTA PAID LEAVE

Effective January 1, 2026

Minnesota Paid Leave provides payments and job protections when you need time off to care for yourself or your family.

What can I use Paid Leave for?

Medical Leave:

- To care for your own serious health condition, including care related to pregnancy, childbirth, and recovery

Family Leave:

- **Bonding Leave** – to care for and bond with a new child welcomed through birth, adoption, or foster placement
- **Caring Leave** – to care for a family member with a serious health condition
- **Military Family Leave** – to support a family member called to active duty
- **Safety Leave** – to respond to issues related to domestic violence, sexual assault, or stalking for yourself or a family member

Generally, conditions must last more than seven days and be certified by a healthcare provider or other professional.

Am I covered by Paid Leave?

Most workers in Minnesota are covered by Paid Leave. You are covered no matter the size of your employer, or the hours or days you work. Independent contractors and self-employed individuals are not automatically covered but may opt in. You may qualify for payments if you've been paid a minimum amount for work in Minnesota in the last year (\$3,900 for the start of Paid Leave in 2026).

How long can I take leave?

You may qualify to take up to 12 weeks of family or medical leave per benefit year. If you need both family and medical leave in the same benefit year, you may qualify for up to 20 weeks in total.

How much will I get paid?

When you use Paid Leave, the state makes payments to you. Paid Leave will pay up to 90% of your wages, based on your income level, with a maximum weekly amount set at the state's average weekly wage. This amount changes each year, and is \$1,423 for the start of Paid Leave in 2026.

Who pays for Paid Leave?

Paid Leave is funded by premiums paid by employees and employers. The initial premium rate is 0.88% of covered wages. Your employer may deduct up to 0.44% of your wages to fund your portion of the premium.

What are my employment protections?

- **Job protections:** Generally, you must be restored to your job or an equivalent position when returning from leave. Job protections take effect 90 days after your date of hire.
- **Health insurance continuation:** Generally, employers must continue to fund their portion of healthcare insurance premiums while you are on leave.
- **No retaliation or interference:** Employers must not interfere with or retaliate against you if you apply for or use Paid Leave. Employers cannot take your Paid Leave payments.

For inquiries related to Paid Leave, please contact Minnesota Paid Leave at 651-556-7777 or visit our website.

If you think your employer is violating employment protections, contact the Labor Standards Division at the Minnesota Department of Labor and Industry.

LEARN MORE: paidleave.mn.gov



This information can be provided in alternative formats to people with disabilities or people needing language assistance by calling the Paid Leave Contact Center at 651-556-7777 or 844-556-0444 (toll-free).

m MINNESOTA
PAID LEAVE