



## Lake Improvement District (LID) ANNUAL CHECKLIST

### CONTACT INFORMATION

NAME:

MAILING ADDRESS:

PHONE:

EMAIL:

- Name of LID: \_\_\_\_\_
- Date of annual meeting: \_\_\_\_\_
- Proposed LID Assessment for upcoming year \$ \_\_\_\_\_ per parcel.
- Copies of published & written notice of the annual meeting (Page# \_\_\_\_\_).
- Evidence that election ballots were mailed out to all property owners in the LID at least 3 weeks prior to the annual meeting (Page# \_\_\_\_\_).
- Proof of insurance showing liability coverage to the current tort limits sent to CWC Land Services immediately upon renewal (Page# \_\_\_\_\_).
- Financial report and budget sheet which includes approved budget (Page# \_\_\_\_\_).
- Monitoring reports, including studies and management program (water quality surveys, AIS surveys & treatments, etc.) (Page# \_\_\_\_\_).
- Remedial actions and construction projects undertaken (in accordance with original order), including specific details on such activities (Page# \_\_\_\_\_).
- Membership and elected officers (Page# \_\_\_\_\_).
- Plans for the future, goals, and accomplishments of the LID (Page# \_\_\_\_\_).

*Annual report to be submitted to Crow Wing County and other entities no later than 4 months after the annual meeting or by November 1<sup>st</sup>, whichever comes first.*

**Shaded boxes indicate CWC use only:**

<i>Date report received:</i>		<i>Received By:</i>	
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I hereby acknowledge that all information required above has been provided and is accurate to the best of my knowledge.

\_\_\_\_\_  
LID representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Crow Wing County Staff

\_\_\_\_\_  
Date