



**CITY COUNCIL AGENDA**  
**AFTON CITY COUNCIL CHAMBERS**  
3033 St. Croix Trail South  
**TUESDAY, February 17, 2015**  
**7:00 P.M.**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL** \_\_\_\_\_ Mayor Bend  
\_\_\_\_\_ Council Member Nelson  
\_\_\_\_\_ Council Member Ross  
\_\_\_\_\_ Council Member Richter  
\_\_\_\_\_ Council Member Palmquist
- 4. APPROVAL OF AGENDA**
  - A. Approval of the Agenda for the Regular City Council meeting of February 17, 2015.
- 6. APPROVAL OF MINUTES**
  - A. Minutes of the January 20, 2015 Regular City Council meeting
- 7. PUBLIC INPUT**

Citizens may share their comments or concerns on any issue that is a responsibility or function of the Afton City Council, whether or not the issue is on the Agenda. Persons who wish to address the Council must fill out a Comment Card before the meeting begins and give it to the City Administrator or Council Chair. The Council Chair will request you to come to the podium, state your full name and address and present your comments. You are encouraged to limit your presentation to no more than 3 minutes. The Council Chair reserves the right to limit an individual's presentation if it becomes redundant, repetitive, overly argumentative, or if it is not relevant to an issue that is part of the City of Afton's responsibilities. The Council Chair may also limit the number of individual presentations to accommodate the scheduled agenda items.
- 8. REPORTS/PRESENTATIONS**
  - A. Sheriff's Report
  - B. Lower St. Croix Fire District
  - C. Yellow Ribbon Alliance St. Croix Valley – Judy Seeberger
  - D. Lower St. Croix Valley Community Foundation
  - E. Jim Bougie, Finance Committee Report
  - F. Natural Resource and Groundwater Committee Applicants
- 9. CONSENT AGENDA**

All matters listed on the Consent Agenda are considered to be routine by City Council and will be enacted in one motion. If a member wishes to discuss an item, that item will be removed from the Consent Agenda and considered separately. (Roll Call for Consent Agenda approval if Resolutions included):

  - A. Just and Correct Claims
  - B. Note: (There is no 4M Fund Transfer. A transfer for January and February will be made in March)
- 10. CITY COUNCIL BUSINESS**
  - A. Planning Commission Report –
    1. David Herreid Withdrawal of Variance Application at 16530 Swede Hill Drive

2. Regulations Regarding Contiguous Non-conforming Parcels under Common Ownership

**B. Engineering Report**

1. Staff Report/Council Update

**C. Administration –**

1. Interim Financing for Downtown Improvement Projects
2. Animal Control Service Agreement Renewal-Kathi Pelnar – **Resolution 2015-13**
3. Support for CLG grant application – **Resolution 2015-17**
4. Lower St. Croix Valley Fire Relief Association Pension Benefit Increase – **Resolution 2015-18**
5. MIDS Grant Application – **Resolution 2015-19**
6. Technology and High Speed Internet Access Committee
7. 4<sup>th</sup> of July Parade Committee Agreement – **Resolution 2015-20**
8. Schedule Special City Council meeting
9. Planning Commission Reappointments
10. Natural Resources and Groundwater Committee Appointments

**D. Committee Reports**

1. Public Works
2. Personnel
3. Parks
4. HPC/DR

**E. Sheriff's Department Monthly Report**

**10. COUNCIL, CONSULTANT AND STAFF REPORTS, ANNOUNCEMENTS AND UPDATES**

- A. Ward 1 Council Member Palmquist
- B. Ward 2 Council Member Richter
- C. Ward 3 Council Member Nolz
- D. Ward 4 Council Member Nelson
- E. Mayor Bend
- F. City Attorney Knaak
- G. City Administrator Moore

**11. ADJOURN**

**A quorum of the City Council or Other Commissions may be present to receive information at, but not limited to, any of the following meetings: Planning Commission; the Public Works Committee; Parks Committee; Design Review and Historic Preservation Commission; Lower St. Croix Cable Commission; LSCWMO; MSCWMO; I-94 Corridor Coalition and the 5-City Mayor's Alliance.**

PROCEEDINGS OF THE AFTON CITY COUNCIL  
CITY OF AFTON  
WASHINGTON COUNTY, MINNESOTA

DRAFT Regular City Council Meeting Minutes  
January 20, 2014  
Afton City Hall  
3033 St. Croix Trail  
Afton, MN 55001  
7:00 p.m.

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12 1. **THE MEETING WAS CALLED TO ORDER** at 7:00 p.m. by Mayor Bend.

13  
14 2. **PLEDGE OF ALLEGIANCE** was recited.

15  
16 3. **OATHS OF OFFICE** – from the November 4, 2014 Election

- 17     A. Mayor Richard Bend  
18     B. Ward 2 Council Member Joe Richter  
19     C. Ward 3 Council Member Stan Ross

20  
21 4. **ROLL CALL:** Council Members Palmquist, Richter, Ross, Nelson, and Mayor Bend. **Quorum present.**

22  
23     **OTHERS PRESENT:** City Attorney Fritz Knaak, City Engineer Diane Hankee, Planning Commission Chair  
24     Barb Ronningen and City Administrator Ron Moorese.

25  
26 5. **APPROVAL OF AGENDA**

- 27     A. Approval of the Agenda for the Regular City Council meeting of January 20, 2015 -

28  
29 **Motion/Second: Richter/Palmquist. To approve the January 20, 2015 Regular City Council Meeting**  
30 **agenda. Motion carried 5-0-0.**

31  
32 6. **APPROVAL OF MINUTES**

33     A. Minutes of the Regular City Council Meeting on November 18, 2014 – The meeting contained an  
34 irregularity on Resolution 2014-49 which was not taken as a ROLL CALL vote, as is normally done for  
35 resolutions. City Attorney Knaak had advised that the vote be adopted as a ROLL CALL vote as part of the  
36 approval of the minutes at the December 16 meeting. Due to Council Member Richter being absent at the  
37 December 16 meeting, but having presided over the November 18 meeting as Mayor Pro Tem, the approval of  
38 these minutes was continued to the January 20, 2015 meeting.

39  
40 **Motion/Second: Palmquist/Richter. To approve the minutes of the November 18, 2014 Regular City**  
41 **Council Meeting, with a ROLL CALL vote for Resolution 2014-49 of ROLL CALL: Ayes-Nelson,**  
42 **Richter, Palmquist; Abstain: Ross, Bend. Motion carried 3-0-2 (Bend and Ross abstained).**

- 43  
44     B. Minutes of the December 16, 2014 Regular City Council meeting –

45  
46 **Motion/Second: Palmquist/Nelson. To approve the minutes of the December 16, 2014 Regular City**  
47 **Council Meeting. Motion carried 3-0-2 (Richter and Ross abstained).**

48  
49 7. **PUBLIC INPUT – none.**

50  
51 8. **REPORTS/PRESENTATIONS**

52     A. Sheriff's Monthly Report – Deputies Sullivan and Bell - the afternoon/evening deputies reported on  
53 Afton incidents and events; IRS scams are rampant this time of year, residents should use caution; also a  
54 computer virus "cleanup" company is scamming elderly, they take your computer and steal all your data.

55 B. Lower St. Croix Fire District - Deputy Chief Jim Stanley – reported that the building monuments are  
56 now complete; they now want to get a sign permit through Lake St. Croix Beach, but need to raise the funds first  
57 with donations from the Cable Commission contribution to each of the Lower St. Croix Cities (based on the city  
58 contribution from the Cable Commission, not the LSCV FD Joint Powers Agreement), that each of the cities  
59 would then match and donate those funds to the Fire District. He described the sign design and message  
60 capability for the communities, fire and safety awareness, burn bans & permit information and emergency  
61 notifications. There will be a process for having city function related notifications. The Annual Fire District  
62 meeting will be on January 29, 2015 for the financial budget.

63 C. Jim Bougie, Finance Committee Report – reported that December was fluid in money, but that was due  
64 to the Road Bond refinance, which showed a (short-term) huge balance in the bank. He talked about the state’s  
65 fiscal disparity revenue to small cities where the tax base is small, cities get money through the state called fiscal  
66 disparity. The Road Bond refinance will affect 2015 financial reports; Springsted generated financial sheets will  
67 be forthcoming. He noted the Finance Committee works on a cash flow basis, the city works on an accrual basis.

68  
69 **9. CONSENT AGENDA –**

- 70 A. Just and Correct Claims
- 71 B. 4M Fund Transfer - DECEMBER - **Resolution 2015-01**
- 72 C. 2015 Regular Meeting Schedule – **Resolution 2015-02**
- 73 D. Renew 4M Joint Powers Agreement – **Resolution 2015-03**
- 74 E. Designate Official Depository – **Resolution 2015-04**
- 75 F. Designate Official Newspaper – **Resolution 2015-05**
- 76 G. Reimburse Professional Development for Kim Swanson Linner

77  
78 Council Member Palmquist requested Item G be removed from the consent agenda.

79  
80 **Motion/Second: Richter/Palmquist. To approve items A-F of the consent agenda. Motion carried 5-0-0.**

81  
82 Palmquist indicated the Council had directed that this training be brought to the Council for authorization of  
83 funding prior to registration and attendance. Moorse noted that Swanson Linner had requested to attend the  
84 conference in early December, but that it did not get on the December agenda. Moorse described the conference  
85 sessions and indicated he supports the request, as they directly relate to issues that come up in the City Office. It  
86 was noted that the approval included two work days to attend the seminar and that city policy gives the City  
87 Administrator discretion over the budget line item for education, seminars and conferences, but that requests for  
88 attendance come before Council for a decision.

89  
90 **Motion/Second: Richter/Bend. To approve the reimbursement to Kim Swanson Linner of \$210.00 for the**  
91 **registration fee to attend at two days at the 2015 Building Official Institute seminars. Motion carried 3-2-**  
92 **0. (Palmquist, Nelson).**

93  
94 **10. CITY COUNCIL BUSINESS**

- 95 A. Planning Commission Report –

96 1. Lakeview Investment #1 Preliminary Plat Application at 14833 50th Street – Resolution 2015-06 –  
97 Administrator Moorse introduced the project engineer, Jason Rud and Consultant Planner from The Planning  
98 Company, Liz Stockman, who gave the report for the Preliminary Plat of the 47 acre subdivision for eight lots at  
99 the southeast corner of 50<sup>th</sup> Street and Trading Post Trail. The Planning Company’s review for the Preliminary  
100 Plat indicated the site is zoned Rural Residential and allows for up to one dwelling unit per five acres, which all  
101 the lots are proposed to meet. Access to Lots 1, 2 and 3 are proposed from Trading Post Trail and Lots 4, 5 and  
102 6 will be accessed from 50<sup>th</sup> Street, both of which are existing streets and would include dedication of a 33 foot  
103 right-of-way for the existing roadways abutting the subject site. Access to Lots 7 and 8 are proposed to be by an  
104 extension of Osgood Avenue, which currently terminates south of the subject site as a cul-de-sac. This requires  
105 the developer to extend the paved rural section street into the subject site and construct a new cul-de-sac  
106 turnaround which will be less than 1,320 feet from 55th Street and will serve a total of eight lots, which meets  
107 city regulations. The end of the existing cul-de-sac will need to be vacated. On-site septic systems and wells are

108 proposed and two septic drainfield sites are shown per lot with soil test results provided for each of the proposed  
109 septic sites on each lot. The Comprehensive Plan shows no park development in the area of this subdivision, so  
110 the park dedication will be satisfied as a cash fee in lieu of land. The park dedication fee will be finalized at the  
111 time of the Final Plat. Other subdivision regulations were summarized and appeared to meet the requirements.  
112 The tree preservation plan is not finalized, but as the lots are sold, the tree removal and vegetation will be  
113 finalized with the city. The drainage pond and easement and steep slope areas are being re-evaluated for  
114 approval on the final plat. Covenants will be dealt with in the final plat.

115 Richter asked about driveway alignment at 50<sup>th</sup> Street, as the road slope is a concern.

116 Engineer Hankee indicated driveways need to be a distance away from the intersection with Trading Post  
117 Trail, but will align with other driveways, and road access driveways with appropriate sight lines from slopes  
118 will be approved through the driveway permit application process. The extended cul-de-sac has a 60 foot right-  
119 of-way and the road surface will be the 45 foot city standard for a turn-around.

120 Project Engineer Rud spoke that there is no need for a homeowner association. But the maintenance of the  
121 drainage and the pond on site is a discussion.

122 Bend reported that maintenance contract costs have sky-rocketed, and that the city needs to have a policy for  
123 subdivisions to account for future maintenance of the drainage features and ponds which take care of the entire  
124 subdivision drainage.

125 Palmquist asked about the addition of the accessory building footprint shown on the Preliminary Plat.

126 Project Engineer Rud stated they showed a 50 x 30 box indicating a 1500 sq. ft. accessory building pad on  
127 each lot. That size or placement is subject to change upon each homeowner's building permit application.

128 Bend asked for Chair Ronningen's report from the Planning Commission.

129 Ronningen reported that the issue of drainage came up from the residents from the south of the subdivision.

130 Moore indicated the drainage issue has been addressed between the City Engineer and the Project  
131 Engineer. The pond is designed to significantly reduce runoff from the site that has been a problem in the past.

132 Bend requested a clear understanding of the City's approval of the Final Plat.

133 City Attorney Knaak indicated that the city's approval is conditional on the City Engineer's approval. If the  
134 City Engineer does not approve, the City's approval ceases if conditions are not met.

135  
136 **Motion/Second: Richter/Nelson. To approve the adoption of Resolution 2015-06 approving the Lakeview**  
137 **Investment #1, LLC Preliminary Plat application at 14833 50th Street and Trading Post Trail South, to**  
138 **include the Findings of Fact A through H and Conditions #1 through #13 and two additional conditions**  
139 **from the Supplemental Packet as follows: 14) Washington County shall review and approve septic**  
140 **system sites and septic system design and issue septic permits prior to building permit approval; 15) The**  
141 **Developer shall enter into a Developer's Agreement with the City regarding the installation of required**  
142 **improvements, and shall provide financial guarantees as required in Sections 12-1471 to 12-1476 of the**  
143 **subdivision ordinance. ROLL CALL: Ross-abstain; Ayes-Richter, Palmquist, Nelson, Bend. Motion**  
144 **carried 4-0-1 (Ross).**

145  
146 Bend called for the January 5, 2015 Planning Commission Report at this time – Chair Ronningen indicated  
147 they held a Public Hearing on a Variance application to construct a garage, but because of the late memo from  
148 the DNR, the applicant asked for time to communicate with them directly. The Planning Commission also heard  
149 a presentation by Solar Energy Consultant Brian Ross, but due to the length of the presentation and the late  
150 hour, the rest of the agenda was continued to the February meeting.

151  
152 2. Corridor Overlay District Update – Moore reported that the Planning Commission will be meeting  
153 with Woodbury planning staff and wanted to know if the Council would like to sit in on that meeting as an  
154 educational joint planning session to best address land use.

155  
156 **Consensus was to set the meeting for the Planning Commission, post it as a Special Meeting to PC and the**  
157 **City Council for attendance, in order for Afton to get as much information as possible.**

158  
159 3. Regulations Regarding Accessory Buildings Allowed on Parcels 20 acres or Greater – The Planning  
160 Commission was waiting for a size recommendation from Council, as they would like to have a starting point so

161 as not to waste time on regulations the Council would not want. Ronningen indicated she had sent a proposal for  
162 Council consideration, but did not hear back from Moorse.

163 Council liked the idea of stepped increases for accessory building sizes relating to increased sizes of parcels,  
164 such as, graduating accessory building size in increments of 10 acres. It was noted that, in addition to sizes of  
165 structures, there are enforcement issues in Afton for Conditional Use Permits (CUPs) and uses that develop on  
166 properties that aren't in conformance with ordinances. Afton can designate size limitations and have separate  
167 use restrictions. For instance, for parcels greater than 20 acres, the city could put a limit on the maximum size of  
168 one of the buildings allowed.

169 Bend thought adding more regulations does not address the enforcement issues. The city's inspection  
170 program needs to address enforcement.

171 Palmquist thought the need for a bigger building would have to be proved to him.

172 Richter suggested that people want to fully utilize their property, and they could have a need for larger  
173 buildings.

174 TPC consultant offered her insights from the City of NowThen, where a 5,000 sq.ft. accessory building is  
175 reasonable for a parcel larger than 20 acres.

176

177 **Council directed that the Planning Commission consider increasingly stepped sizes for accessory**  
178 **buildings for increasing sizes of parcels and propose uses that would work for Afton.**

179

180 **B. Engineering Report**

181 1. Staff Report/Council Update – City Engineer Diane Hankee reviewed the Project Schedule Update:

182 a. County Road 21 Project - WSB staff is readying a 90% submittal for plans and specification to  
183 the county, which includes individual properties as they match up with the project; the goal of  
184 the County is to submit them to the state for review by MNDOT, so that future state funds could  
185 be used for the county road. Potential project bid will be in March, with construction starting in  
186 May, when road restrictions are lifted. The project bid would be awarded in April., with  
187 easement acquisition also in April.

188 b. MPCA for EAW for the Septic System permit – The EAW was submitted to MPCA last week;  
189 staff is meeting with them next week. Two 30-day comment periods will run concurrently, one  
190 a re-issuance of the permit and the other the EAW. Pending comments received, a possible EIS  
191 could be required, which would delay the project to 2016 construction. The public hearing the  
192 city held mitigated a lot of the public comments, so they don't expect an EIS requirement. The  
193 schedule matrix shows likely tracks depending on MPCA decisions. Next week's meeting with  
194 the MPCA will hopefully confirm the timing of each of the steps. The EAW did identify that  
195 there are wells in surrounding areas that are too close to septic systems. The MPCs indicated  
196 that the Department of Health is looking into those wells that may be impacted by potential  
197 cesspools, but the city doesn't want the state's investigation into those issues to hold up the  
198 city's project.

199 c. The Downtown Improvement Project Design Committee - is looking closer at the areas by the  
200 city parks, side streets and parking and the amenities and uses desired along with the cost  
201 implications of those amenities. The Parks Committee will be brought in to coordinate with the  
202 DIPDC that might be developed in the area that houses were purchased by the city and  
203 demolished. The time schedules to construction are pushing getting the decisions made.

204 d. Easement Acquisition: 13 offers went out to Afton properties; 5 were accepted; the others are  
205 more complicated and are being worked through.

206 e. Springsted financing and public hearing issues, ordinance updates on sewers - are upcoming;  
207 these will be mixed with Council action items.

208 f. The tentative calendar schedule - for meetings was requested to be given to Council for their  
209 planning. The 2016 Legislature may not hold a session, but they will need to pass the bonding  
210 bill which affects the city's ability to garner more funds. The City's Green Funding grant is  
211 based on construction in 2015. If the city doesn't do construction in 2015, that funding will be  
212 lost.

213

214 C. Administration –

215 1. Interim Financing for Downtown Improvement Projects – Doug Green from Springsted updated  
216 Council on the options for borrowing money, the costs and how quickly it can be done for bonding or a bank  
217 loan. The difference in the cost benefit for temporary financing options is \$20,000. **Option #1** is the U.S. Bank  
218 loan as brought to council previously; it is quick, interest is a little higher, there is a relatively small financing  
219 cost, and the city can prepay it at any time, can get the money in hand within 3 weeks. **Option #2** is private  
220 placement from a bonding underwriter and is held by a bank for the term. The City can prepay it within one  
221 year, can get money in 5 weeks, higher overall financing, higher cost for utilizing bond services staff from  
222 Springsted, one-year call, two-year security. **Option #3** is a little more work. Needs updating the city's status  
223 similar to what was needed for the bond refinancing, the closing period is longer, but the interest rate is lower.  
224 The State Statute 429 process directs the timeline for general improvement bonds, which includes ordering the  
225 improvement projects.

226 Council discussed cash flow issues and what might happen should the improvements not be ordered and  
227 what the city would need to pay out. This interim financing is for short term cash for a designated use of funds  
228 by a bond issuance. They asked whether the city could just take out a bank loan to cover any cash flow deficits  
229 if there is a need to negotiate a delay in ordering the projects. Springsted reviewed the project timeline within  
230 the context of the financing. Money cannot be borrowed by the city for operating costs. It was noted that  
231 Council has not analyzed stopping the project, rather, the City has decided on going ahead with the risks of the  
232 project, in light of potential delays. The question comes back to being just about the interim financing. Option  
233 #1 gives more flexibility and shorter turn-around than bonds. Option #3 would save \$20,000 if the time and the  
234 city cash flow is not a concern, otherwise Option #1 is more flexible. Moore indicated that the city will have to  
235 do some internal uses of funds to address cash flow, in the Street Capital Improvement Fund and some in the  
236 General Fund. Proceeds from the bond would pay back those city funds. The DNR should be getting the city  
237 \$20,000, from a past reimbursement request. If, for some reason, the project doesn't go forward, the city would  
238 have the obligation to pay the bonds back, by tax levies. Dates for notices and an Improvement Hearing for  
239 Pending Assessments and a meeting for ordering the project are required before any interim financing will be  
240 committed.

241  
242 **Motion/Second: Bend/Palmquist. To direct staff and Springsted, Inc. to move forward with option #3 for**  
243 **a limited competitive bond sale Request for Proposals (RFP) and to schedule an improvement hearing**  
244 **regarding the Downtown Improvement Projects, subject to determining that the City is able to order the**  
245 **improvements while the MPCA permit review process is on-going, and to prepare resolution 2015-15**  
246 **reflecting the Council's action. ROLL CALL: All Ayes. Motion carried 5-0-0.**

247  
248 2. City of Afton Annual Appointments – ATTACHMENT A – Resolution 2015-07 - These  
249 appointment must be made at the first meeting of the year by City Council. Council worked through the list of  
250 appointments from last year and designated appointments for 2015. Council decided to discontinue the “Shared  
251 Services” and “Fire Services Committee” as there was no indication of those being active committees.

252  
253 **Motion/Second: Bend/Nelson. To adopt Resolution 2015-07 for 2015 Annual Appointments reflected in**  
254 **Attachment A as amended during the discussion. ROLL CALL: All Ayes. Motion carried 5-0-0.**

255  
256 3. Designate City Attorney and Prosecution Attorney – Resolution 2015-08 –

257  
258 **Motion/Second: Bend/Nelson. To adopt Resolution 2015-08 designating Holstad and Knaak as the City**  
259 **Attorney and Prosecution Attorney. ROLL CALL: All Ayes. Motion carried 5-0-0.**

260  
261 4. Designate City Engineer – Resolution 2015-09 –

262 Palmquist noted that a rate increase was included in the Resolution. Council wished to designate the City  
263 Engineer without adopting the rate schedule. The Mayor and City Administrator will negotiate the rate schedule  
264 with the City Engineer.

266 **Motion/Second: Richter/Bend. To adopt Resolution 2015-09 designating WSB as the City Engineer, but**  
267 **eliminated the rate increase as part of the resolution. ROLL CALL: All Ayes. Motion carried 5-0-0.**  
268

269 5. Designate Official 2015 City Signatories for Payroll and Checks – Resolution 2015-10 –  
270

271 **Motion/Second: Palmquist/Richter. To authorize Mayor Bend and Council Member Nelson as city**  
272 **council signatories and City Administrator Moorse and Deputy Clerk Swanson Linner as staff signatories**  
273 **for payroll and checks per Resolution 2015-10. ROLL CALL: All Ayes. Motion carried 5-0-0.**  
274

275 6. 4<sup>th</sup> of July Parade Committee Agreement – Resolution 2015-11 – Mayor Bend had revised the  
276 agreement and asked Council Member Ross to speak on it. Council asked if there is now a conflict of interest  
277 with Stan as both a council member and presiding as Chair of the 4<sup>th</sup> of July Committee.

278 City Attorney Knaak advised that if a council member receives a direct financial benefit, that person is not  
279 supposed to vote, unless a unanimous agreement from council members allows that member to vote. The  
280 mayor's changes maintain the city's commitment until 2017 and the city would carry insurance to cover the  
281 city's risk, but the Committee must hold its own insurance. Agreement can be terminated at any time upon  
282 breach by another party, but each party also has a unilateral right to terminate with 180 days' notice.  
283

284 **Motion/Second: Bend/Nelson. To continue action on the 4<sup>th</sup> of July Committee Agreement per**  
285 **Resolution 2015-11 to the February 17, 2015 City Council meeting. Motion carried 5-0-0.**  
286

287 7. Building Inspection Services Agreement – Resolution 2015-12 –  
288

289 **Motion/Second: Palmquist/Richter. To renew the Building Inspection Services Agreement with**  
290 **Stensland Inspection Services for the period January 20, 2015 through March 31, 2018 per Resolution**  
291 **2015-12. ROLL CALL: All Ayes. Motion carried 5-0-0.**  
292

293 8. Animal Control Service Agreement Renewal with Kathi Pelnar – Resolution 2015-13 –  
294

295 **Motion/Second: Richter/Nelson. To continue action on the Animal Control Service Agreement per**  
296 **Resolution 2015-13 to the February 17, 2015 City Council meeting. Motion carried 5-0-0.**  
297

298 9. Animal Carcass Disposal Contract with Tri County – Resolution 2015-14 – Palmquist asked  
299 whether other animal carcasses are also included or if it is only deer. For instance, if some other animal carcass  
300 is on a Village street or property, it is more difficult for a property owner to toss it into the woods or far enough  
301 away from residences, and not cause a health risk or nuisance, in order for nature to take its course.  
302

303 **Motion/Second: Palmquist/Richter. To renew the Animal Carcass Disposal Contract with Tri County**  
304 **for the period of January 1, 2015 through December 31, 2017 at \$70.00 fee per animal disposal per**  
305 **Resolution 2015-14 . ROLL CALL: All Ayes. Motion carried 5-0-0.**  
306

307 10. Review Ordinance Language for the Natural Resources and Groundwater Committee –  
308

309 **Motion/Second: Bend/Richter. To continue action on ordinance language for the Natural Resources and**  
310 **Groundwater Committee to the February 17, 2015 City Council meeting. Motion Carried 5-0-0.**  
311

312 11. Initiate a High Speed Internet Access Committee –  
313

314 **Motion/Second: Bend/Nelson. To establish the Technology and High Speed Internet Access Committee**  
315 **and to direct staff to prepare a description of the Committee, including the purpose, membership,**  
316 **meeting schedule, etc. Motion carried 5-0-0.**  
317

318 12. Pay Equity Report – Administrator Moorse presented the report that is due every 3 years. Staff  
319 position descriptions and salary ranges were given and job values were matched to the State Job Match.  
320

321 **Motion/Second: Palmquist/Bend. To approve the City’s 2015 Pay Equity Report. Motion carried 5-0-0.**  
322

323 13. Schedule Work Session – **The Council directed Moorse to work with the Council to schedule a**  
324 **work session in the second half of February for 2015 Goal Setting.**  
325

326 **D. Committee Reports –**

- 327 1. Public Works – none.
- 328 2. Personnel – none.
- 329 3. Parks – none.
- 330 4. HPC/DR – meets tomorrow, Wednesday, January 21, at 5:00 p.m.

331  
332 **10. COUNCIL, CONSULTANT AND STAFF REPORTS, ANNOUNCEMENTS AND UPDATES**

- 333 **A. Ward 1 Council Member Palmquist – none.**
- 334 **B. Ward 2 Council Member Richter – none.**
- 335 **C. Ward 3 Council Member Ross – none.**
- 336 **D. Ward 4 Council Member Nelson – provided copies of a Met Council accountability article in the Star**  
337 **Tribune for council members.**
- 338 **E. Mayor Richard Bend – indicated he will give his reports next month.**
- 339 **F. City Attorney Knaak – noted the prosecution report is on file. He indicated the resident of a foreclosed,**  
340 **bank-owned property should be vacating the property on January 21, 2015.**
- 341 **G. City Administrator Moorse – none.**

342  
343 **11. ADJOURN**

344  
345 **Motion/Second: Nelson/Richter. To adjourn the meeting at 10:40 p.m. Motion carried 5-0-0.**  
346

347 Respectfully submitted by:

348  
349  
350 \_\_\_\_\_  
351 Kim Swanson Linner, Deputy Clerk

352  
353 **Approved by Council (at the 2/17/2015 meeting) as: Presented: \_\_\_\_\_ or Amended: \_\_\_\_\_**  
354

355  
356 **Signed by Mayor Richard Bend: \_\_\_\_\_ Date: \_\_\_\_\_**

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PF Citations by City Rpt

QIJS Page 1  
2/01/15 5:00:01Washington County Sheriff's Office  
CITATIONS BY CITY REPORT

City Selected: AFTON

From Date: 1/01/2015 To: 1/31/2015

AFTON

Offense Date	Offense Time	Location	Citation #
1/07/2015 Statute 169A	0700 37 1	MANNING AV S/40TH ST S OPERATE VEH W/IMPOUND PLS	CT8213698
1/08/2015 Statute 169	0820 14 2A3	MANNING AV S/DALE ST SPEED 71/55	CT8213435
1/08/2015 Statute 169	0530 30B	ST CROIX TR/20TH ST STOP SIGN VIOLATION	CT8216723
1/10/2015 Statute 171	0800 02 6	HUDSON RD N/INDIAN TR N FT OBTAIN DL W/I 60 DAYS	CT8214526
1/11/2015 Statute 169	1835 14 2A1	13500 BLK I94 SPEED 80/65	CT822241
1/15/2015 Statute 169	0950 14 2A3	MANNING AV S/10TH ST S 65 MPH IN 55 ZONE	CT8216270
1/19/2015 Statute 171	2020 055 2	MANNING AV S/22ND ST S PROVISIONAL DL VIOLATION	CT8216545
1/20/2015 Statute 169	1551 13 S(2)	MANNING AV S/50TH ST S CARELESS DRIVING	CT8223143
1/24/2015 Statute 152	1539 027 3	40TH ST S/OAKGREEN AV POSS MARIJUANA IN MV	CT8214385
1/24/2015 Statute 152	1539 092	40TH ST S/OAKGREEN AV S POSS DRUG PARAPHERNALIA	J36804

Total for City: AFTON

10

\*\* END OF REPORT \*\*

Washington County Sheriff's Office  
 CONTRACT ICR's  
 Contract Report for AFTON  
 For the Period 1/01/15 To 1/31/15

Date	Time	ICR #	ID#	Street Name	Complaint
1/01/15	23:58:28	115000071	0112	I94	VEHICLE FIRE
1/02/15	15:12:03	115000157		STAGECOACH TR	RECEIPT# 150000021
1/02/15	16:41:10	115000176	0170	15TH ST	CIVIL ISSUE/HRO QUESTIONS
1/02/15	22:26:52	115000197	0170	INDIAN TR PATH	DOMESTIC
1/02/15	23:04:31	115000198	0070	I94	DRIVING COMPLAINT
1/04/15	18:02:02	115000297	0176	NEAL AV	FIRE ALARM
1/05/15	11:38:48	115000343	0160	I94	DRIVING COMPLAINT
1/05/15	13:47:31	115000357	0130	PENFIELD CT	MEDICAL LEVEL 1
1/06/15	0:18:13	115000405	0065	MANNING AV	MOTORIST ASSIST **RSTK OFCR B
1/06/15	0:18:13	115600370	0100	HWY 95	AOA/MOTORIST ASSIST
1/06/15	0:18:13	115100270	0100	HWY 95 NB	AOA/MOTORIST ASSIST
1/06/15	15:26:18	115000478	0133	ODELL AV	EXTRA PATROL REQUEST
1/07/15	1:27:52	115000504	0088	STAGECOACH TR	ALARM
1/07/15	6:52:37	115000512	0174	MANNING/40TH	MOTORIST ASSIST
1/07/15	7:21:32	115000517	0174	MANNING AV	TRAFFIC - OPERATE VEH WITH IMP
1/07/15	8:38:01	115000523	0067	TRADING POST TR	ALARM
1/07/15	15:24:39	115000583	0089	AFTON HILLS DR	EXTRA PATROL REQUEST
1/08/15	5:31:01	115000621	0148	SAINT CROIX TR	STOP SIGN VIOLATION
1/08/15	8:22:27	115000632	0189	MANNING AV	TRAFFIC: SPEED 71/55
1/08/15	11:04:36	115000645	0160	OSGOOD AV	LIFT ASSIST
1/08/15	14:55:50	115000709	0093	OSGOOD AV	MEDICAL/LIFT ASSIST
1/08/15	15:51:51	115000722	0176	MANNING AV	ACCIDENT
1/08/15	16:35:17	115000725	0078	SAINT CROIX TR	PROPERTY DAMAGE ACCIDENT
1/08/15	20:38:42	115000741	0176	MANNING AV	ACCIDENT
1/08/15	21:28:30	115000743	0078	I94	VEHICLE IN DITCH
1/08/15	21:31:33	115000744	0116	50TH ST	MEDICAL LEVEL 3
1/08/15	22:05:59	115000746	0176	MANNING AV	SINGLE CAR 10-50
1/09/15	4:09:01	115000764	0065	STAGECOACH TR	ALARM
1/09/15	6:47:11	115000770	0065	NEAL AV	ALARM
1/09/15	8:38:21	115000783	0081	PENFIELD CT	ASSIST **21 COMP***
1/09/15	14:05:09	115000834	0081	45TH ST	BURG ALARM **PROPER CODE P
1/10/15	0:15:08	115000880	0157	SAINT CROIX TR	WARRANT ARREST
1/10/15	8:13:49	115000890	0130	HUDSON RD	FAIL TO OBTAIN MN DL W/60 DAYS
1/10/15	15:55:48	115000916	0139	40TH ST	TRAFFIC-WW
1/11/15	4:15:39	115000945	0177	PENFIELD CT	MEDICAL LEVEL 1
1/11/15	18:46:16	115000987	0165	I94	TRAFFIC - SPEED
1/11/15	22:24:39	115000993	0139	AFTON BLVD	MISSING DOG
1/12/15	7:35:39	115001015	0063	OSGOOD AV	SUSP ACTIVITY
1/12/15	10:13:42	115001032	0063	32ND ST	EXTRA PATROL REQUEST
1/12/15	10:32:23	115001039	0063	AFTON BLVD	ANIMAL COMPLAINT **21 COMP**
1/12/15	10:58:23	115001044	0094	NEAL AV	BURG ALARM
1/12/15	13:33:48	115001072	0187	MANNING AV	WW/SPEED
1/12/15	16:36:57	115001095	0100	MANNING AV	OFFICER INFO
1/12/15	21:03:22	115001112	0139	NEAL AV	TRAFFIC-WW
1/13/15	7:59:57	115001138	0130	36TH ST	VEH LOCKOUT
1/13/15	9:57:23	115001155	0063	I94	DRIVING COMPLAINT
1/13/15	10:17:30	115001158	0087	VALLEY CREEK TR	FRAUD REPORT
1/13/15	21:38:27	115001237	0089	I94	DK DRIVER
1/14/15	21:14:12	115001362	0176	SAINT CROIX TR	TRAFFIC
1/15/15	10:02:20	115001414	0115	MANNING AV	SPEEDING 65 IN A 55
1/15/15	17:11:01	115001474	0176	SAINT CROIX TR	TRAFFIC
1/15/15	17:27:40	115001480	0176	40TH ST	TRAFFIC

CJBWPFR\$.txt  
 Washington County Sheriff's Office  
 CONTRACT ICR's  
 Contract Report for AFTON  
 For the Period 1/01/15 To 1/31/15

Date	Time	ICR #	ID#	Street Name	Complaint
1/15/15	18:35:12	115001485	0080	STAGECOACH TR	MISSING DOG INFO
1/15/15	20:50:21	115001497	0176	SAINT CROIX TR	TRAFFIC
1/15/15	20:58:37	115001498	0176	SAINT CROIX TR	TRAFFIC
1/15/15	21:15:37	115001499	0176	SAINT CROIX TR	TRAFFIC
1/16/15	7:32:21	115001518	0068	32ND ST	ALARM *RSTK*
1/16/15	7:47:09	115001522	0138	PENFIELD CT	MEDICAL LEVEL 1
1/16/15	14:46:06	115001594	0068	34TH ST	HARASSMENET COMPLAINT
1/16/15	14:50:31	115001596	0096	3RD ST	ORDINANCE ISSUE
1/16/15	15:08:11	115001601	0094	RIVER RD	DOWNED WIRE ***RESTACK 21/SL
1/16/15	16:10:35	115001616	0100	TRADING POST TR	OFFICER INFO
1/16/15	16:13:26	115001617	0100	TRADING POST TR	OFFICER INFO
1/17/15	9:39:42	115001660	0094	PENFIELD AV	SUSPICIOUS ACTIVITY
1/17/15	12:36:15	115001675	0130	SAINT CROIX TR	MEDICAL **LEVEL 1**
1/17/15	15:22:27	115001685	0139	OSGOOD AV	MEDICAL LEVEL 3
1/18/15	10:43:47	115001728	0187	NEAL AV	WW/SPEED
1/18/15	13:19:24	115001740	0077	15TH ST	FOUND PROPERTY ***SEE COMP AT
1/18/15	18:36:42	115001759	0072	32ND ST	SUSPICIOUS PERSON
1/19/15	7:30:47	115001789	0081	I94	DRIVING COMPLAINT
1/19/15	11:19:31	115001795	0180	NEAL AV	TRAFFIC
1/19/15	11:26:03	115001796	0130	11TH ST	POSS MEDICAL/SUICIDAL MALE *
1/19/15	11:58:16	115001798	0081	AFTON HILLS DR	SUSPICIOUS ACTIVITY
1/19/15	15:12:11	115001805	0093	50TH ST	ALARM
1/19/15	20:25:15	115001820	0139	MANNING AV	TRAFFIC-CITATION
1/20/15	3:41:42	115001838	0118	RIVER RD	PUMPING STATION CONCERN
1/20/15	11:52:42	115001874	0063	50TH ST	ANIMAL CONCERN
1/20/15	14:28:39	115001894	0156	VALLEY CREEK TR	DOG BITE **RESTACK CALL JEF
1/20/15	15:19:05	115001906	0176	SAINT CROIX TR	TRAFFIC
1/20/15	16:50:27	115001914	0176	OSGOOD AV	MEDICAL LEVEL 3
1/20/15	18:24:26	115001922	0089	42ND ST	CAR VS DEER
1/20/15	22:13:31	115001934	0176	SAINT CROIX TR	AFTON CITY COUNCIL MEETING
1/21/15	10:45:32	115001972	0085	AFTON	SUSP VEHICLE
1/22/15	5:49:52	115002043	0174	HUDSON RD	TRAFFIC - DAR
1/22/15	17:56:44	115002138	0176	SAINT CROIX TR	TRAFFIC
1/22/15	21:13:22	115002152	0176	SAINT CROIX TR	TRAFFIC
1/22/15	21:39:52	115002153	0096	MEADOW BLUFF TR	GUN SHOTS
1/23/15	4:44:47	115002163	0112	SAINT CROIX TR	CITE#820000007018-SPEED 46/30
1/23/15	11:04:07	115002200	0156	MANNING AV	TRAFFIC-CITE820000015104 DAS
1/23/15	12:51:37	115002214	0081	PARADOX END AV	EXTRA PATROL REQUEST
1/23/15	16:53:27	115002269	0078	15TH ST CT	FOUND ITEMS
1/24/15	2:22:03	115002289	0148	HUDSON RD	TRAFFIC
1/24/15	9:51:04	115002310	0063	PENNINGTON AV	DUMPING COMPLAINT
1/24/15	12:53:48	115002326	0160	INDIAN TR	AUD ALARM
1/24/15	15:39:06	115002336	0160	40TH ST	TRAFFIC
1/24/15	18:11:31	115002344	0176	MANNING AV	TRAFFIC
1/25/15	9:38:00	115002375	0130	50TH ST	MEDICAL ***LEVEL 1**
1/25/15	14:00:34	115002388	0135	NEAL AV	TRAFFIC CONTACT.
1/25/15	18:45:00	115002409	0190	RIVER RD	ALARM
1/25/15	20:50:49	115002414	0089	NEAL AV	WELFARE CHECK
1/26/15	16:12:50	115002482		MANNING AV	RECEIPT# 150000222
1/27/15	13:45:37	115002586	0187	MANNING AV	WW/SPEED
1/27/15	16:07:51	115002612	0100	MANNING AV	RESIDENTAL BURG ALARM
1/27/15	19:20:01	115002628	0078	40TH ST	DECEASED DEER

PRT CONTRACT ICR REPORT

Page 3  
 QIJS 2/01/15 5:00:01

CJBWPR\$.txt  
 Contract Report for AFTON  
 For the Period 1/01/15 To 1/31/15

Date	Time	ICR #	ID#	Street Name	Complaint
1/28/15	15:52:47	115002716	0096	MANNING AV	VEH IN THE DITCH
1/28/15	16:14:08	115002720	0176	AFTON BLVD	TRAFFIC
1/28/15	21:02:03	115002735	0176	SAINT CROIX TR	TRAFFIC
1/28/15	21:16:49	115002740	0176	SAINT CROIX TR	TRAFFIC
1/28/15	22:41:05	115002741	0176	AFTON BLVD CT	ASSIST
1/29/15	9:33:06	115002772	0135	ST CROIX TR	OPEN DOOR.
1/29/15	11:13:50	115002796	0160	ODELL AV	MEDICAL LEVEL 1
1/29/15	11:30:17	115002800	0122	OZARK AV	HUNTING QUESTIONS
1/29/15	14:35:23	115002832	0081	I94	DRIVING COMPLAINT
1/29/15	19:15:28	115002856	0176	SAINT CROIX TR	PROPERTY RETRIEVAL ASSIST
1/30/15	11:32:27	115002937	0068	OSGOOD AV CT	EXTRA PATROL
1/30/15	11:43:34	115002940	0068	TOMAHAWK DR	ALARM
1/30/15	13:56:47	115002971	0160	57TH ST	OFFICER INFO
1/30/15	14:55:06	115002985	0096	41ST ST	EXTRA PATROL REQUEST      **INFO
1/30/15	16:15:44	115003000	0096	TOMAHAWK DR	BUGLARY ALARM
1/30/15	16:57:59	115003002	0061	INDIAN TR	EXTRA PATROL REQUEST
1/30/15	19:58:28	115003012	0096	15TH ST	EXTRA PATROL REQUEST
1/30/15	21:42:21	115003016	0176	SAINT CROIX TR	TRAFFIC
1/30/15	21:49:21	115003017	0176	SAINT CROIX TR	TRAFFIC
1/30/15	21:58:14	115003020	0176	SAINT CROIX TR	TRAFFIC
1/30/15	22:15:14	115003024	0176	SAINT CROIX TR	TRAFFIC
1/30/15	22:47:54	115003031	0096	44TH ST	EXTRA PATROL
1/31/15	9:43:53	115003052	0063	34TH ST	TRESPASSING
1/31/15	10:24:26	115003054	0075	HUDSON RD	AUD ALARM
1/31/15	21:51:54	115003092	0176	2ND ST	FIRE CALL

Total ICRs Processed:      129

\*\* END OF REPORT \*\*

City of Afton  
3033 St. Croix Trl, P.O. Box 219  
Afton, MN 55001

## Meeting Date Feb. 17, 2015

### Council Action Memo

To: Mayor Bend and Members of the City Council  
From: Ron Moorse, City Administrator  
Date: February 9, 2015  
Re: Lower St. Croix Valley Foundation

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The Lower St. Croix Valley Foundation has requested an opportunity to present information regarding a project to improve the regional recreational trail that runs along County Road 18 through the Cities of Lakeland, Lakeland Shores, St. Mary's Point, Lake St. Croix Beach and Afton.

**Council Action Requested:**

**No action required.**

City of Afton  
3033 St. Croix Trl, P.O. Box 219  
Afton, MN 55001

**Meeting Date Feb. 17, 2015**

**Council Action Memo**

To: Mayor Bend and Members of the City Council  
From: Ron Moorse, City Administrator  
Date: February 11, 2015  
Re: Natural Resources and Groundwater Committee Applicants

---

Jack Kollmer and Keith Hoffmann have applied to serve on the newly created Natural Resources and Groundwater Committee. Their applications are attached. Staff has asked both to attend the February 17 Council meeting to provide an opportunity for the Council to meet them and become more familiar with their background and their interest in serving on the Committee. Mr. Kollmer plans to attend the Council meeting. Mr. Hoffmann is not available to attend the Council meeting but indicated he has a strong interest and background in water resources, and is very interested in serving on the Committee.

**Council Action Requested:**

**Action regarding the appointments should not be taken under this agenda item, but rather under the item titled Natural Resources and Groundwater Committee Appointments.**

RECEIVED

FEB 2 2015

CITY OF AFTON  
APPLICATION FOR APPOINTMENT TO A CITY  
COMMITTEE OR COMMISSION

CITY OF AFTON

DATE 1-27-15

PLEASE CHECK ONE:  New Application  Reappointment

NAME JACK Kollmer

ADDRESS P.O. Box 189-1248 Stagecoach Trail So AFTON, MN 55001  
(Provide P O Box if applicable)

HOME PHONE Cell CELL 612-501-1919 WORK 651-773-5111

EMAIL ADDRESS jack.kollmer@klmeengineering.com

YEARS AS AFTON RESIDENT 28 WARD # 4

1. COMMITTEE OR COMMISSION YOU ARE APPLYING FOR?

Natural Resources & Groundwater Committee

2. CURRENT OR PREVIOUS PARTICIPATION ON AFTON CITY OR CIVIC  
COMMITTEES, COMMISSIONS, PROJECTS:

Afton PC 8 yrs;  
Afton Natural Resources & Groundwater Commission  
6 years; Afton City Council 4 years.

3. OTHER CITIZEN, PROFESSIONAL OR POLITICAL EXPERIENCE YOU FEEL IS  
RELEVANT TO SERVING ON THIS COMMITTEE/COMMISSION:

President of KLM Engineering for 18 years.

4. WHAT DO YOU SEE AS THE CRITICAL OBLIGATION FOR A MEMBER OF THIS  
COMMITTEE/COMMISSION?

Availability, participation  
on a regular schedule and familiarity with  
Afton City Ordinances.

(Please attach additional sheets if more space is needed to comment further regarding your  
interest or qualifications for this appointment.)

\*\*\* Please submit your application to \*\*\*

City of Afton  
3033 St. Croix Trail South  
PO Box 219  
Afton, MN 55001

Or email: [deputyclerk@ci.afton.mn.us](mailto:deputyclerk@ci.afton.mn.us) or fax: (651) 436-1453

RECEIVED

FEB 2 2015

CITY OF AFTON  
APPLICATION FOR APPOINTMENT TO A CITY  
COMMITTEE OR COMMISSION

CITY OF AFTON

DATE 1-27-15 PLEASE CHECK ONE:  New Application  Reappointment

NAME JACK Kollmer

ADDRESS P.O. Box 189-1248 Stagecoach Trail So AFTON, MN 55001  
(Provide P O Box if applicable)

HOME PHONE cell CELL 612-501-1919 WORK 651-773-5111

EMAIL ADDRESS jack.kollmer@klmengineering.com

YEARS AS AFTON RESIDENT 28 WARD # 4

1. COMMITTEE OR COMMISSION YOU ARE APPLYING FOR?

Natural Resources & Groundwater Committee

2. CURRENT OR PREVIOUS PARTICIPATION ON AFTON CITY OR CIVIC  
COMMITTEES, COMMISSIONS, PROJECTS:

Afton PC 8 yrs;  
Afton Natural Resources & groundwater commission  
6 years, Afton City Council 4 years.

3. OTHER CITIZEN, PROFESSIONAL OR POLITICAL EXPERIENCE YOU FEEL IS  
RELEVANT TO SERVING ON THIS COMMITTEE/COMMISSION:

President of KLM Engineering for 18 years.

4. WHAT DO YOU SEE AS THE CRITICAL OBLIGATION FOR A MEMBER OF THIS  
COMMITTEE/COMMISSION?

Availability, participation  
on a regular schedule and familiarity with  
Afton City Ordinances.

(Please attach additional sheets if more space is needed to comment further regarding your  
interest or qualifications for this appointment.)

\*\*\* Please submit your application to \*\*\*

<p style="text-align: center;">City of Afton 3033 St. Croix Trail South PO Box 219 Afton, MN 55001 Or email: <a href="mailto:deputyclerk@ci.afton.mn.us">deputyclerk@ci.afton.mn.us</a> or fax: (651) 436-1453</p>
------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

RECEIVED

FEB 2 2015

CITY OF AFTON  
APPLICATION FOR APPOINTMENT TO A CITY  
COMMITTEE OR COMMISSION

CITY OF AFTON

DATE 2/2/15 PLEASE CHECK ONE:  New Application  Reappointment

NAME Keith Hoffmann  
ADDRESS PO 379 1583 Afton Blvd S AFTON, MN 55001  
(Provide P O Box if applicable)  
HOM EPHONE 651-436-5446 CELL 651-245-1309 WORK \_\_\_\_\_  
EMAIL ADDRESS keithandjudy@centurylink.net  
YEARS AS AFTON RESIDE NT 3.5 WARD # 1

1. COM MITTEE OR COM MSS ION YOU ARE APPLYING FOR?

NATURAL RESOURCES AND GROUNDWATER COMMITTEE

2. CURRENT OR PREVIOUS PARTICIPATION ON AFTON CITY OR CIVIC  
COM MITTEES COM MSS IONS PROJECTS:

Election Judge, DRC CR-21 Committee

3. OTHER CITIZEN, PROFESS IONAL OR POLITICAL EXPERIENCE YOU FEEL IS  
RELEVANT TO SER VING ON THIS COM MITTEE/COM MSS ION:

Extensive experience in technical and operational aspects of water, wastewater and hazardous waste management systems. Experience in interacting and partnering with varying levels of government agencies at the local, state and federal level.

4. WHAT DO YOU SEE AS THE CRITICAL OBLIGATION FOR A M EM B ER OF THIS  
COM MITTEE/COM MSS ION?

There is a growing concern and need for accepting responsibility for the stewardship of the quality and quantity of both groundwater and surface water. The Committee objectives are to insure that the resources must be protected and preserved for the entire city of Afton. To do this requires that the decision makers of Afton be updated and informed on issues as they pertain to the overall planning process of Afton today and in the future.

(Please attach additional sheets if more space is needed to comment further regarding your interest or qualif cations fr this appointment.)

\*\*\* Please submit your application to \*\*\*

City of Afton  
3033 St. Croix Trail South  
PO Box 219  
Afton, MN 55001  
Or email: [deputyclerk@ci.afton.mn.us](mailto:deputyclerk@ci.afton.mn.us) or f a x: (651) 436-1453

**Keith M Hoffmann**

**Home Address:**

15893 Afton Blvd S

**Home:** 651-436-5446

**E-mail:** keithandjudy@centurylink.net

**MAJOR FUNCTIONAL/TECHNOLOGY STRENGTHS:**

Experience in technical and operational aspects of water, wastewater and hazardous waste management. Business Development / Product Research and Development, Product Launching and Introduction, Quality Control Systems, Technical Service, Contract Management

**HIGHLIGHTS OF QUALIFICATIONS:**

- Effective at Delegating and Goal Setting
- Develop and Manage Effective Forecasts and Budgets
- Analytical with Broad Based Vision
- Experience in Contract Negotiations
- Ability to Handle Changing Priorities and Complex Situations
- Goal Oriented Philosophy with Sense of Urgency
- Belief in business development with sustainable development
- Developing and Writing Patents
- Thorough Understanding of Regulatory Rules and Requirements
- New Product Development, Marketing, and Tech Service Experience
- GLP QA/QC Procedure Development and Monitoring
- Computer Skills and Statistical Analyses
- Hands on experience with major analytical instrumentation

**EMPLOYMENT HISTORY:**

**9/03 - 9/05, Vice President KB Builders Inc.**

Operating officer and part owner of start up remodeling and new building construction corporation. First year sales of approximately \$150K.

**10/96 - 9/03, Technical Manager, New Products Department, 3M**

Provided business and technical leadership for the Liquid Separations group including physical filtration and micron size chemically active particle loaded membranes. Managed direct DOE contract valued at \$9M. Directed R&D efforts in the development of cutting edge product technology in government, environmental and commercial markets for low-level radionuclide removal in solutions. Identified and leveraged resources both internally and through outsourcing with academia and industry. Commercialized new and emerging product technologies from concept, through laboratory R&D, manufacturing scale-up, and effective Technical Services.

**01/90 - 10/96, Laboratory Manager, Environmental Laboratory, 3M**

Managed 22 technical professionals in a diverse, multi-disciplined laboratory including analytical instrumentation, water/wastewater testing, air testing, bioassay and industrial hygiene with a \$10M internal operating budget and \$2M outsource program. Identified and implemented new technology and science in order to support 3M OUS and US operations with scientific, consulting and analytical services. Enhanced competitive advantage through support of environmentally compatible product development, improved process understanding, and protected the corporation from regulatory and liability impacts.

**01/87 - 01/90, Supervisor, Laboratory Services, Environmental Laboratory, 3M**

**01/82 - 01/87, Supervisor, Laboratory Testing, Environmental Laboratory, 3M**

**01/80 - 01/82, Advanced Analytical Chemist, Environmental Laboratory, 3M**

**01/77 - 01/80, Senior Environmental Scientist, Dept of Environment and Energy, Hennepin County**

Developed, implemented, coordinated and administrated a seven county metro Hazardous Waste Management Program. Interacted with various stakeholders including industry, concerned citizen groups and regulatory personnel at the local, state and federal levels.

**01/69 - 01/77, Laboratory Director, SERCO Labs**

Directed a major commercial environmental water and wastewater testing laboratory of 39 technical professionals, Responsibilities included client contact, new business development, capital equipment purchasing, and managing government contracts. Design and operation of water and waste water systems.

#### **EDUCATION:**

MBA in Management, University St Thomas  
BS in Chemistry, University Wisconsin-RF

#### **PATENTS / PUBLICATIONS**

Two awarded patents and one pending. Multiple Records of Inventions.  
Various publications in technical journals and textbooks

#### **AWARDS:**

- Outstanding Technical School Employer award, July 1990
- R&D 100 Award 1996
- Federal Laboratory Consortium Award 1997
- American Filtration and Separation New Technology 1998
- Top 40 Millennium R&D 100 Award 1999

*City of Afton*  
**Claims to be Approved**  
*January 21, 2015 thru February 17, 2015*

<u>Checks Numbered</u>		Description	To Be Approved
From	To		
19904	19908	1/15/15 Staff Payroll	\$5,695.87
19909	19920	Routine Vendor Bills	\$3,914.36
19921	19924	1/31/15 Staff Payroll	\$5,050.72
19925	19931	Significant Vendor & Other Bills (recorded in 2014 Financials)	\$127,355.32
19932	19939	Significant Vendor & Other Bills (recorded in 2015 Financials)	\$77,311.61
19940	19952	More Routine Vendor Bills + One Applicant Refund	\$2,058.41
19953	19960	2/15/15 Staff Payroll + February Council Payroll	\$6,046.86
19961		West Lakeland Township - Tax allocation re Century College	\$2,332.76
EFT Payments		PERA, MN Withholding, Federal Withholding/Payroll Taxes	\$6,976.79
<b>Claims to be approved at 2/17/15 meeting</b>			<b>\$236,742.70</b>

02/10/15

**City of Afton**  
**Claims to be Approved**  
 January 14 - 15, 2015

Type	Date	Num	Name	Memo	Account	Original Amount
Paycheck	01/14/2015	19904	Johnson, Kenneth L		100 · 4M Fund/US Bank - General F..	(344.36)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5020 · Maintenance Person	461.68
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		2302 · PERA Payable - Staff	(30.01)
					5053 · PERA Contribution - Employer	34.63
					2302 · PERA Payable - Staff	(34.63)
					2210 · Federal Withholding	(34.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5051 · Social Security Tax - Employer	28.62
					2205 · Soc Sec Payable - Employer	(28.62)
					2204 · Social Security W/H - Employee	(28.62)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5052 · Medicare Tax - Employer	6.69
					2213 · Medicare Payable - Employer	(6.69)
					2212 · Medicare W/H - Employee	(6.69)
					2208 · MN State Withholding	(18.00)
TOTAL						344.36
Paycheck	01/15/2015	19905	Johnson, Kenneth L		100 · 4M Fund/US Bank - General F..	(88.83)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5020 · Maintenance Person	103.48
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		2302 · PERA Payable - Staff	(6.73)
					5053 · PERA Contribution - Employer	7.76
					2302 · PERA Payable - Staff	(7.76)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5051 · Social Security Tax - Employer	6.42
					2205 · Soc Sec Payable - Employer	(6.42)
					2204 · Social Security W/H - Employee	(6.42)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5052 · Medicare Tax - Employer	1.50
					2213 · Medicare Payable - Employer	(1.50)
					2212 · Medicare W/H - Employee	(1.50)
TOTAL						88.83
Paycheck	01/15/2015	19906	Joyce, Patrick C		100 · 4M Fund/US Bank - General F..	(570.93)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		5007 · Intern/Office Assistant Wages	722.11
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		2302 · PERA Payable - Staff	(46.94)
					5053 · PERA Contribution - Employer	54.16
					2302 · PERA Payable - Staff	(54.16)
					2210 · Federal Withholding	(32.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		5051 · Social Security Tax - Employer	44.77
					2205 · Soc Sec Payable - Employer	(44.77)
					2204 · Social Security W/H - Employee	(44.77)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		5052 · Medicare Tax - Employer	10.47
					2213 · Medicare Payable - Employer	(10.47)
					2212 · Medicare W/H - Employee	(10.47)
					2208 · MN State Withholding	(17.00)
TOTAL						570.93

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**City of Afton**  
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Type	Date	Num	Name	Memo	Account	Original Amount
Paycheck	01/15/2015	19907	Swanson Linner, Kimberly J		100 - 4M Fund/US Bank - General F...	(1,323.70)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		5008 - Office Manager Wages	1,713.10
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		2302 - PERA Payable - Staff	(111.35)
					5053 - PERA Contribution - Employer	128.48
					2302 - PERA Payable - Staff	(128.48)
					2210 - Federal Withholding	(98.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		5051 - Social Security Tax - Employer	106.21
					2205 - Soc Sec Payable - Employer	(106.21)
					2204 - Social Security W/H - Employee	(106.21)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		5052 - Medicare Tax - Employer	24.84
					2213 - Medicare Payable - Employer	(24.84)
					2212 - Medicare W/H - Employee	(24.84)
					2208 - MN State Withholding	(49.00)
TOTAL						1,323.70
Paycheck	01/15/2015	19908	Moorse, Ronald J		100 - 4M Fund/US Bank - General F...	(3,368.05)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administr...		5004 - Administrator Salary	3,672.92
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administr...		5053 - PERA Contribution - Employer	275.47
					2302 - PERA Payable - Staff	(275.47)
					2302 - PERA Payable - Staff	(238.74)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administr...		5037 - Flexible Benefits	1,100.00
					2210 - Federal Withholding	(568.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administr...		5051 - Social Security Tax - Employer	295.92
					2205 - Soc Sec Payable - Employer	(295.92)
					2204 - Social Security W/H - Employee	(295.92)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administr...		5052 - Medicare Tax - Employer	69.21
					2213 - Medicare Payable - Employer	(69.21)
					2212 - Medicare W/H - Employee	(69.21)
					2208 - MN State Withholding	(233.00)
TOTAL						3,368.05

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Type	Date	Num	Name	Memo	Account	Original Amount
Bill Pmt -C...	01/31/2015	19909	Centerpoint Energy (8000015314-0)	Acct No. 8000015314-0	100 - 4M Fund/US Bank - General F...	(479.58)
Bill	01/31/2015	Jan2015	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6010 Gas Heat	6010 5280051 3175 St. Croix Trl S Meter #M19810528546	6010 - Gas Heat	101.41
			100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5855 Ga...	5855 5297140 3033 St. Croix Trl S Meter #M19981171295	5855 - Gas Lamps - Operating Costs	137.88
			100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6010 Gas Heat	6010 5279993 3033 St. Croix Trl S Meter #M19981172549	6010 - Gas Heat	110.73
			100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5855 Ga...	5855 5297143 3033 St. Croix Trl S Meter #M19981171296	5855 - Gas Lamps - Operating Costs	129.56
TOTAL						479.58
Bill Pmt -C...	01/31/2015	19910	Comcast (8772 10 572 0001508)	Account # 8772 10 572 0001508	100 - 4M Fund/US Bank - General F...	(200.55)
Bill	01/31/2015	Jan2015	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5510 Computer Serv/Sof...	High Speed Internet	5510 - Computer Service/Software	34.90
			100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5565 Telephone	Digital Voice	5565 - Telephone	162.65
			100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5565 Telephone	Service Adjustment Charge	5565 - Telephone	3.00
TOTAL						200.55
Bill Pmt -C...	01/31/2015	19911	Gopher State One Call		100 - 4M Fund/US Bank - General F...	(100.00)
Bill	01/31/2015	130776	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5870 Ot...	Annual Fee	5870 - Other Road Maintenance	100.00
TOTAL						100.00
Bill Pmt -C...	01/31/2015	19912	Lakeland Heating & Air Conditioning		100 - 4M Fund/US Bank - General F...	(120.00)
Bill	01/31/2015	2697	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6045 City Garage Expense	replace thermocouple on unit heater, City garage	6045 - City Garage Expense	120.00
TOTAL						120.00
Bill Pmt -C...	01/31/2015	19913	POPP Telecom	Acct No. 51420 Acct ID AFT090	100 - 4M Fund/US Bank - General F...	(727.56)
Bill	01/31/2015	126162	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5565 Telephone	Silver Maintenance Contract 1/25/2014 thru 1/24/2016	5565 - Telephone	727.56
TOTAL						727.56
Bill Pmt -C...	01/31/2015	19914	Security Response Services Inc	account number 120857	100 - 4M Fund/US Bank - General F...	(86.85)
Bill	01/31/2015	1053586	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5510 Computer Serv/Sof...	Base Alarm Monitoring-857270	5510 - Computer Service/Software	86.85
TOTAL						86.85
Bill Pmt -C...	01/31/2015	19915	Stensland, Duane (Maintenance)	Maintenance Services	100 - 4M Fund/US Bank - General F...	(118.17)
Bill	01/31/2015	Jan2015	100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...	Maintenance Services 9.0 hrs @ \$13.13	5020 - Maintenance Person	118.17
TOTAL						118.17
Bill Pmt -C...	01/31/2015	19916	Wash Cty (Rd & Bridge)(Trans & Phys Dev)	Account No. 20490	100 - 4M Fund/US Bank - General F...	(1,742.41)

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Type	Date	Num	Name	Memo	Account	Original Amount
Bill	12/31/2014	80246	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5830 Sn...	snow & ice control, sand and salt 12/15/14, 12/22/14, 12/30/14	5830 - Snow & Ice Control	1,742.41
<b>TOTAL</b>						1,742.41
Bill Pmt -C...	01/31/2015	19917	Xcel Energy (51-5247622-9)	Acct No. 51-5247622-9 Meters 92023602 & 98359441	100 - 4M Fund/US Bank - General F...	(56.32)
Bill	01/31/2015	440524731	400 201 Project Fund:B. Exp:5915 201 Project Maintenance	201 Project: 3741 & 4105 River Rd	5915 - 201 Project Maintenance	56.32
<b>TOTAL</b>						56.32
Bill Pmt -C...	01/31/2015	19918	Xcel Energy (51-5371356-9)	15891 34th St. S: Automatic Protective Lighting Service	100 - 4M Fund/US Bank - General F...	(16.61)
Bill	01/31/2015	441222838	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6020 Electricity - Xcel Energy	15891 34th St. S: Automatic Protective Lighting Service	6020 - Electricity	16.61
<b>TOTAL</b>						16.61
Bill Pmt -C...	01/31/2015	19919	Xcel Energy (51-6223921-2)	Acct No. 51-6223921-2 Street Lighting	100 - 4M Fund/US Bank - General F...	(221.22)
Bill	01/31/2015	440543134	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5850 Str...	Street Lighting Service	5850 - Street Lighting	221.22
<b>TOTAL</b>						221.22
Bill Pmt -C...	01/31/2015	19920	Xcel Energy (51-6852605-2)	Acct #51-6852605-2 Install No. 184509 & 184508	100 - 4M Fund/US Bank - General F...	(45.09)
Bill	01/31/2015	441438067	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6020 Electricity - Xcel Energy	Automatic Protective Light Service Install No. 184509 & 184508	6020 - Electricity	45.09
<b>TOTAL</b>						45.09
Paycheck	01/29/2015	19921	Joyce, Patrick C		100 - 4M Fund/US Bank - General F...	(462.90)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		5007 - Intern/Office Assistant Wages	570.65
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		2302 - PERA Payable - Staff	(37.09)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		5053 - PERA Contribution - Employer	42.80
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		2302 - PERA Payable - Staff	(42.80)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		2210 - Federal Withholding	(18.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		5051 - Social Security Tax - Employer	35.38
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		2205 - Soc Sec Payable - Employer	(35.38)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		2204 - Social Security W/H - Employee	(35.38)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		5052 - Medicare Tax - Employer	8.28
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		2213 - Medicare Payable - Employer	(8.28)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		2212 - Medicare W/H - Employee	(8.28)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		2208 - MN State Withholding	(9.00)
<b>TOTAL</b>						462.90
Paycheck	01/29/2015	19922	Swanson Linner, Kimberly J		100 - 4M Fund/US Bank - General F...	(1,165.96)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		5008 - Office Manager Wages	1,481.60
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		2302 - PERA Payable - Staff	(96.30)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		5053 - PERA Contribution - Employer	111.12
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		2302 - PERA Payable - Staff	(111.12)

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Type	Date	Num	Name	Memo	Account	Original Amount
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		5018 · Insurance Benefits	26.90
					2325 · Madison Life ST & LT Disability	(26.90)
					2210 · Federal Withholding	(69.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		5051 · Social Security Tax - Employer	91.86
					2205 · Soc Sec Payable - Employer	(91.86)
					2204 · Social Security W/H - Employee	(91.86)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		5052 · Medicare Tax - Employer	21.48
					2213 · Medicare Payable - Employer	(21.48)
					2212 · Medicare W/H - Employee	(21.48)
					2208 · MN State Withholding	(37.00)
TOTAL						1,165.96
Paycheck	01/29/2015	19923	Moorse, Ronald J		100 · 4M Fund/US Bank - General F...	(3,267.08)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administr...		5004 · Administrator Salary	3,672.92
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administr...		5053 · PERA Contribution - Employer	275.47
					2302 · PERA Payable - Staff	(275.47)
					2302 · PERA Payable - Staff	(238.74)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administr...		5037 · Flexible Benefits	1,100.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administr...		5018 · Insurance Benefits	26.90
					2325 · Madison Life ST & LT Disability	(26.90)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administr...		2325 · Madison Life ST & LT Disability	(100.98)
					2210 · Federal Withholding	(568.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administr...		5051 · Social Security Tax - Employer	295.92
					2205 · Soc Sec Payable - Employer	(295.92)
					2204 · Social Security W/H - Employee	(295.92)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administr...		5052 · Medicare Tax - Employer	69.20
					2213 · Medicare Payable - Employer	(69.20)
					2212 · Medicare W/H - Employee	(69.20)
					2208 · MN State Withholding	(233.00)
TOTAL						3,267.08
Liability C...	01/29/2015	19924	Madison National Life	103815000000000	100 · 4M Fund/US Bank - General F...	(154.78)
				103815000000000	2325 · Madison Life ST & LT Disability	100.98
				103815000000000	2325 · Madison Life ST & LT Disability	53.80
TOTAL						154.78
Bill Pmt-C...	02/17/2015	19925	Briggs & Morgan	Client Number 17707	100 · 4M Fund/US Bank - General F...	(9,070.00)
Bill	12/31/2014	553932	725 Road Paving Debt Service Fund:7736 2014A Refund Bd Admin Exp	GO 2014A Tax Abatement Refunding Bonds	7736 · 2014A Refunding Bds Admin E...	9,070.00
TOTAL						9,070.00
Bill Pmt-C...	02/17/2015	19926	Wash Cty (Rd & Bridge)(Trans & Phys Dev)	Account No. 20490	100 · 4M Fund/US Bank - General F...	(10,416.67)
Bill	12/31/2014	79971	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5830 Sn...	snow & ice control, sand and salt 11/18, 11/25, 12/3/14	5830 · Snow & Ice Control	10,416.67
TOTAL						10,416.67

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Type	Date	Num	Name	Memo	Account	Original Amount
Bill Pmt -C...	02/17/2015	19927	Wash Cty (Sheriff)	Acct No. 20490	100 · 4M Fund/US Bank - General F...	(84,381.15)
Bill	12/31/2014	80261	100 Gen'l Fd:B. Exp:B02 Public Safety & Health:B2.1 Public Safety:563...	Jul - Dec 2014 Police Services	5635 · Police Services	84,381.15
TOTAL						84,381.15
Bill Pmt -C...	02/17/2015	19928	WSB (Applicants)	Customer No. 01856	100 · 4M Fund/US Bank - General F...	(174.00)
Bill	12/31/2014	180-20 Aug14	550 Special Activities Fund:F. Applicant Pass-Thru Expenses:5341 Engi...	Cedar Bluff Homestead 2nd Addition	5341 · Engineering - Pass Thru	174.00
TOTAL						174.00
Bill Pmt -C...	02/17/2015	19929	WSB (City Engineer)		100 · 4M Fund/US Bank - General F...	(1,257.50)
Bill	12/31/2014	430-5	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5310 Engineering Fees	Prof Services Aug 01 2014 to Aug 31 2014	5310 · Engineering Fees	46.00
Bill	12/31/2014	420-8	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5310 Engineering Fees	Prof Services Aug 01 2014 to Aug 31 2014	5310 · Engineering Fees	1,211.50
TOTAL						1,257.50
Bill Pmt -C...	02/17/2015	19930	WSB (DNR Flood Imp)		100 · 4M Fund/US Bank - General F...	(14,956.75)
Bill	12/31/2014	410-10 Aug14	800 City InfraStructure Imp Fd:B. Exp:8890 DNR Flood Imp Exp	Flood Protection Improvement Project	8895 · DNR Flood Imp Proj - Engineer	2,003.00
Bill	12/31/2014	320-33 Aug14	800 City InfraStructure Imp Fd:B. Exp:8890 DNR Flood Imp Exp	Flood Protection Improvement Project	8895 · DNR Flood Imp Proj - Engineer	12,953.75
TOTAL						14,956.75
Bill Pmt -C...	02/17/2015	19931	WSB (Street Imp)		100 · 4M Fund/US Bank - General F...	(7,099.25)
Bill	12/31/2014	400-11 Aug14	120 Street Imp Capital Fd:B. Exp:7940 2014 Street Projects	Village Local Road Improvements	7940 · 2014 Street Projects	5,379.00
Bill	12/31/2014	390-11 Aug14	120 Street Imp Capital Fd:B. Exp:7940 2014 Street Projects	CR 21 Improvement Project	7940 · 2014 Street Projects	1,720.25
TOTAL						7,099.25
Bill Pmt -C...	02/17/2015	19932	Holstad & Knaak, PLC	Legal Services	100 · 4M Fund/US Bank - General F...	(4,000.00)
Bill	01/31/2015	Jan2015	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5321 General - Legal F...	Civil / General	5321 · Legal Fees - General	2,056.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5320 Prosecution - Leg...	Criminal	5320 · Legal Fees - Prosecution	1,944.00
TOTAL						4,000.00
Bill Pmt -C...	02/17/2015	19933	LMCIT (Worker's Comp)	Covenant no. 0200074826	100 · 4M Fund/US Bank - General F...	(209.00)
Bill	01/31/2015	29169	100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5024 Worker's...	Annual Pay Plan, Volunteer Accident Plan 1/12/15 to 1/12/16	5024 · Workers Comp Insurance	209.00
TOTAL						209.00
Bill Pmt -C...	02/17/2015	19934	LSCV Fire Protection District	Fire Protection Services	100 · 4M Fund/US Bank - General F...	(54,988.25)
Bill	01/31/2015	Levy1Qtr15	100 Gen'l Fd:B. Exp:B02 Public Safety & Health:B2.1 Public Safety:562...	Fire Protection Services - 1st Quarter 2015	5625 · Fire & Ambulance Services	54,988.25

**City of Afton**  
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Type	Date	Num	Name	Memo	Account	Original Amount
<b>TOTAL</b>						54,988.25
<b>Bill Pmt -C...</b>	02/17/2015	19935	Niedzwiecki, Thomas H.	Accounting Services	100 - 4M Fund/US Bank - General F...	(1,139.00)
Bill	01/31/2015	Jan2015	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5304 Accounting Fees 100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5540 Office Supplies 100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5540 Office Supplies	Monthly charge for Accounting Services per Contract Monthly charge for QB Pro software including Payroll Service & ... Mailing envelopes, copies of invoices, misc postage	5304 - Accounting Fees 5540 - Office Supplies 5540 - Office Supplies	1,075.00 26.00 38.00
<b>TOTAL</b>						1,139.00
<b>Bill Pmt -C...</b>	02/17/2015	19936	Stensland Inspection Services	Building Inspection Services	100 - 4M Fund/US Bank - General F...	(366.00)
Bill	01/31/2015	Jan2015	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5350 Bldg Insp Fees - S...	Building Permits, B-01-15 - B-06-15.	5350 - Building Insp Fees - Stensland	366.00
<b>TOTAL</b>						366.00
<b>Bill Pmt -C...</b>	02/17/2015	19937	Tri-County Services (Snow Ice)		100 - 4M Fund/US Bank - General F...	(10,157.50)
Bill	01/31/2015	697	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5830 Sn...	snow plow 119.5 hrs @ \$85	5830 - Snow & Ice Control	10,157.50
<b>TOTAL</b>						10,157.50
<b>Bill Pmt -C...</b>	02/17/2015	19938	Tri-County Services (Streets, Other)		100 - 4M Fund/US Bank - General F...	(2,565.00)
Bill	01/31/2015	698	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5845 Br...	Tree trimming in Park	5845 - Brush/Tree/Sod/Seed	2,565.00
<b>TOTAL</b>						2,565.00
<b>Bill Pmt -C...</b>	02/17/2015	19939	Wenck Associates Inc.	project 2656	100 - 4M Fund/US Bank - General F...	(3,886.86)
Bill	01/31/2015	11500178	800 City InfraStructure Imp Fd:B. Exp:8890 DNR Flood Imp Exp	Wastewater System Engineering	8895 - DNR Flood Imp Proj - Engineer	3,886.86
<b>TOTAL</b>						3,886.86
<b>Bill Pmt -C...</b>	02/12/2015	19940	Centerpoint Energy (6217601-1)	Meter # M19702480474 Account No. 6217601-1	100 - 4M Fund/US Bank - General F...	(401.41)
Bill	01/31/2015	Jan2015	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6045 City Garage Expense	1675 Stagecoach Trl S: City Garage	6045 - City Garage Expense	401.41
<b>TOTAL</b>						401.41
<b>Bill Pmt -C...</b>	02/12/2015	19941	Centerpoint Energy (9859256-1)		100 - 4M Fund/US Bank - General F...	(11.50)
Bill	01/31/2015	Jan2015	800 City InfraStructure Imp Fd:B. Exp:8890 DNR Flood Imp Exp	Meter #M19951077099 DNR Flood Mit Grant 2318 St Croix Trl...	8891 - DNR Flood Imp - Property Exp	11.50
<b>TOTAL</b>						11.50
<b>Bill Pmt -C...</b>	02/12/2015	19942	Croix Crystal Water Treatment	cooler lease and water	100 - 4M Fund/US Bank - General F...	(27.00)
Bill	01/31/2015	44461	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6030 Misc Expense	rent on hot & cold cooler, bottled water	6030 - Misc Exp - Bldg & Land	27.00

02/10/15

**City of Afton**  
**Claims to be Approved**  
 January 21 through February 17, 2015

Type	Date	Num	Name	Memo	Account	Original Amount
TOTAL						27.00
Bill Pmt -C...	02/12/2015	19943	Gopher State One Call		100 - 4M Fund/US Bank - General F...	(5.80)
Bill	01/31/2015	131905	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5870 Ot...	Cafton01 Voice - after hours	5870 - Other Road Maintenance	5.80
TOTAL						5.80
Bill Pmt -C...	02/12/2015	19944	Home & Business Handyworks (Bill Baglio)	1099 Vendor	100 - 4M Fund/US Bank - General F...	(140.00)
Bill	01/31/2015	855945	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6035 Routine Cleaning	cleaning city hall Jan 2015	6035 - Routine Cleaning	140.00
TOTAL						140.00
Bill Pmt -C...	02/12/2015	19945	Memorial Lutheran Church (Vendor)		100 - 4M Fund/US Bank - General F...	(200.00)
Bill	01/31/2015	Jan2015	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5545 Other Administration	rent of Fellowship Hall for public meeting	5545 - Other Admin Expense	200.00
TOTAL						200.00
Bill Pmt -C...	02/12/2015	19946	Menards - Hudson	Account No. 30890280	100 - 4M Fund/US Bank - General F...	(16.57)
Bill	01/31/2015	76580	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6035 Routine Cleaning 100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6045 City Garage Expense	Iron Hold bags 14" blk cable tie	6035 - Routine Cleaning 6045 - City Garage Expense	6.58 9.99
TOTAL						16.57
Bill Pmt -C...	02/12/2015	19947	River Valley Printing	Cust No. 1483	100 - 4M Fund/US Bank - General F...	(290.00)
Bill	01/31/2015	4752	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5560 Newsletter	1250 4pg newsletters	5560 - Newsletter Expenses	290.00
TOTAL						290.00
Bill Pmt -C...	02/12/2015	19948	S&T Office Products, Inc.	Customer No. V105001	100 - 4M Fund/US Bank - General F...	(188.15)
Bill	01/31/2015	01QU3856	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5540 Office Supplies	office supplies	5540 - Office Supplies	188.15
TOTAL						188.15
Bill Pmt -C...	02/12/2015	19949	Stensland, Duane (Maintenance)	Maintenance Services	100 - 4M Fund/US Bank - General F...	(26.26)
Bill	01/31/2015	Jan/2015	100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...	Maintenance Services 9.0 hrs @ \$13.13	5020 - Maintenance Person	26.26
TOTAL						26.26
Bill Pmt -C...	02/12/2015	19950	Xcel Energy (51-0895345-1)	Acct: 51-0895345-1 Meter# 000071246886	100 - 4M Fund/US Bank - General F...	(21.35)
Bill	01/31/2015	443820206	800 City InfraStructure Imp Fd:B. Exp:8890 DNR Flood Imp Exp	Eastwood - Septic Property 2318 St Croix Trl S Meter# 0000712...	8891 - DNR Flood Imp - Property Exp	21.35

**City of Afton**  
**Claims to be Approved**  
 January 21 through February 17, 2015

02/10/15

Type	Date	Num	Name	Memo	Account	Original Amount
TOTAL						21.35
Bill Pmt -C...	02/12/2015	19951	Xcel Energy (51-7576371-4)	Acct#51-7576371-4 Meter #19818068	100 · 4M Fund/US Bank - General F...	(130.37)
Bill	01/31/2015	443908118	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6045 City Garage Expense	City Garage 1675 Stagecoach Trl S: Acct#51-7576371-4 Meter #...	6045 · City Garage Expense	130.37
TOTAL						130.37
Check	01/31/2015	19952	Gathje, Ben 15222 Aft Blvd Z14-32	Refund variance escrow Z14-31	100 · 4M Fund/US Bank - General F...	(600.00)
			Gathje, Ben 15222 Aft Blvd Z14-32	Refund variance escrow Z14-31	2001 · Permit Escrow & Fees	600.00
TOTAL						600.00
Paycheck	02/12/2015	19953	Johnson, Kenneth L		100 · 4M Fund/US Bank - General F...	(356.02)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5020 · Maintenance Person	477.60
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		2302 · PERA Payable - Staff	(31.04)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5053 · PERA Contribution - Employer	35.82
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		2302 · PERA Payable - Staff	(35.82)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		2210 · Federal Withholding	(35.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5051 · Social Security Tax - Employer	29.61
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		2205 · Soc Sec Payable - Employer	(29.61)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		2204 · Social Security W/H - Employee	(29.61)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5052 · Medicare Tax - Employer	6.93
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		2213 · Medicare Payable - Employer	(6.93)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		2212 · Medicare W/H - Employee	(6.93)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		2208 · MN State Withholding	(19.00)
TOTAL						356.02
Paycheck	02/12/2015	19954	Joyce, Patrick C		100 · 4M Fund/US Bank - General F...	(513.39)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		5007 · Intern/Office Assistant Wages	641.10
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		2302 · PERA Payable - Staff	(41.67)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		5053 · PERA Contribution - Employer	48.08
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		2302 · PERA Payable - Staff	(48.08)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		2210 · Federal Withholding	(24.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		5051 · Social Security Tax - Employer	39.75
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		2205 · Soc Sec Payable - Employer	(39.75)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		2204 · Social Security W/H - Employee	(39.75)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		5052 · Medicare Tax - Employer	9.29
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		2213 · Medicare Payable - Employer	(9.29)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		2212 · Medicare W/H - Employee	(9.29)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		2208 · MN State Withholding	(13.00)
TOTAL						513.39
Paycheck	02/12/2015	19955	Swanson Linner, Kimberly J		100 · 4M Fund/US Bank - General F...	(967.45)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		5008 · Office Manager Wages	1,203.80
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		2302 · PERA Payable - Staff	(78.25)

**City of Afton  
Claims to be Approved**

January 21 through February 17, 2015

02/10/15

Type	Date	Num	Name	Memo	Account	Original Amount
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		5053 · PERA Contribution - Employer 2302 · PERA Payable - Staff 2210 · Federal Withholding	90.29 (90.29) (43.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		5051 · Social Security Tax - Employer 2205 · Soc Sec Payable - Employer 2204 · Social Security W/H - Employee	74.64 (74.64) (74.64)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		5052 · Medicare Tax - Employer 2213 · Medicare Payable - Employer 2212 · Medicare W/H - Employee 2208 · MN State Withholding	17.46 (17.46) (17.46) (23.00)
<b>TOTAL</b>						<b>967.45</b>
<b>Paycheck</b>	<b>02/12/2015</b>	<b>19956</b>	<b>Moorse, Ronald J</b>		<b>100 · 4M Fund/US Bank - General F..</b>	<b>(3,368.05)</b>
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administr...		5004 · Administrator Salary 5053 · PERA Contribution - Employer 2302 · PERA Payable - Staff 2302 · PERA Payable - Staff	3,672.92 275.47 (275.47) (238.74)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administr...		5037 · Flexible Benefits 2210 · Federal Withholding 5051 · Social Security Tax - Employer 2205 · Soc Sec Payable - Employer 2204 · Social Security W/H - Employee	1,100.00 (568.00) 295.92 (295.92) (295.92)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administr...		5052 · Medicare Tax - Employer 2213 · Medicare Payable - Employer 2212 · Medicare W/H - Employee 2208 · MN State Withholding	69.21 (69.21) (69.21) (233.00)
<b>TOTAL</b>						<b>3,368.05</b>
<b>Paycheck</b>	<b>02/17/2015</b>	<b>19957</b>	<b>Bend, Richard H</b>		<b>100 · 4M Fund/US Bank - General F..</b>	<b>(280.65)</b>
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5002 · Mayor & Council Wages 2303 · PERA Payable - Council 5053 · PERA Contribution - Employer 2303 · PERA Payable - Council	300.00 (15.00) 15.00 (15.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5052 · Medicare Tax - Employer 2213 · Medicare Payable - Employer 2212 · Medicare W/H - Employee	4.35 (4.35) (4.35)
<b>TOTAL</b>						<b>280.65</b>
<b>Paycheck</b>	<b>02/17/2015</b>	<b>19958</b>	<b>Nelson, Randall P</b>		<b>100 · 4M Fund/US Bank - General F..</b>	<b>(187.10)</b>
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5002 · Mayor & Council Wages 2303 · PERA Payable - Council 5053 · PERA Contribution - Employer 2303 · PERA Payable - Council	200.00 (10.00) 10.00 (10.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5052 · Medicare Tax - Employer 2213 · Medicare Payable - Employer 2212 · Medicare W/H - Employee	2.90 (2.90) (2.90)

02/10/15

**City of Afton**  
**Claims to be Approved**  
 January 21 through February 17, 2015

Type	Date	Num	Name	Memo	Account	Original Amount
TOTAL						187.10
Paycheck	02/17/2015	19959	Palmquist, William B		100 - 4M Fund/US Bank - General F...	(187.10)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5002 - Mayor & Council Wages	200.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		2303 - PERA Payable - Council	(10.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5053 - PERA Contribution - Employer	10.00
					2303 - PERA Payable - Council	(10.00)
					5052 - Medicare Tax - Employer	2.90
					2213 - Medicare Payable - Employer	(2.90)
					2212 - Medicare W/H - Employee	(2.90)
TOTAL						187.10
Paycheck	02/17/2015	19960	Richter, Joseph J		100 - 4M Fund/US Bank - General F...	(187.10)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5002 - Mayor & Council Wages	200.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		2303 - PERA Payable - Council	(10.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5053 - PERA Contribution - Employer	10.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		2303 - PERA Payable - Council	(10.00)
					5052 - Medicare Tax - Employer	2.90
					2213 - Medicare Payable - Employer	(2.90)
					2212 - Medicare W/H - Employee	(2.90)
TOTAL						187.10
Bill Pmt -C...	02/17/2015	19961	West Lakeland Township	PropID: 04.028.20.21.0005 Scannell Prop#107 LLC	100 - 4M Fund/US Bank - General F...	(2,332.76)
Bill	01/31/2015	2014PropTa...	100 Gen'l Fd:A. Rev:A02 Intergovernmental Revenue:4100 Gravel Tax/...	Property tax allocation agreement with West Lakeland Township ...	4100 - Gravel Tax/West Lakeland	2,332.76
TOTAL						2,332.76
Liability C...	01/21/2015	201502001	PERA (Staff)	3030-01 210990	100 - 4M Fund/US Bank - General F...	(934.27)
				3030-01 210990	2302 - PERA Payable - Staff	433.77
				3030-01 210990	2302 - PERA Payable - Staff	500.50
TOTAL						934.27
Bill Pmt -C...	01/31/2015	201502002	US Bank (Safe Deposit Box)	Safety Deposit Boxes	100 - 4M Fund/US Bank - General F...	(69.00)
Bill	01/31/2015	AnnualFee2...	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5505 Bank/IRS Fees/Sal...	#250700001872 safe deposit rent 02/10/2015 - 02/09/2016	5505 - Bank/IRS/Sales Tax	69.00
TOTAL						69.00
Liability C...	02/11/2015	201502003	PERA (Staff)	3030-01 210990	100 - 4M Fund/US Bank - General F...	(801.52)
				3030-01 210990	2302 - PERA Payable - Staff	372.13
				3030-01 210990	2302 - PERA Payable - Staff	429.39
TOTAL						801.52

**City of Afton**  
**Claims to be Approved**  
**January 21 through February 17, 2015**

02/10/15

Type	Date	Num	Name	Memo	Account	Original Amount
Liability C...	02/17/2015	201502004	PERA (Staff)	3030-01 210990	100 · 4M Fund/US Bank - General F...	(839.36)
				3030-01 210990	2302 · PERA Payable - Staff	389.70
				3030-01 210990	2302 · PERA Payable - Staff	449.66
TOTAL						839.36
Liability C...	02/17/2015	201502005	PERA (Council)	3030-51 207620	100 · 4M Fund/US Bank - General F...	(90.00)
				3030-51 207620	2303 · PERA Payable - Council	45.00
				3030-51 207620	2303 · PERA Payable - Council	45.00
TOTAL						90.00
Liability C...	02/11/2015	201502006	IRS (US Treasury)	41-1290668	100 · 4M Fund/US Bank - General F...	(3,646.64)
				41-1290668	2210 · Federal Withholding	1,387.00
				41-1290668	2213 · Medicare Payable - Employer	224.72
				41-1290668	2212 · Medicare W/H - Employee	224.72
				41-1290668	2205 · Soc Sec Payable - Employer	905.10
				41-1290668	2204 · Social Security W/H - Employee	905.10
TOTAL						3,646.64
Liability C...	02/11/2015	201502007	MN Dept of Revenue	5050730	100 · 4M Fund/US Bank - General F...	(596.00)
				5050730	2208 · MN State Withholding	596.00
TOTAL						596.00

CITY OF AFTON  
DRAFT PLANNING COMMISSION MINUTES  
February 2, 2015, 7:00 PM

1  
2  
3  
4  
5 1. **CALL TO ORDER** –Chair Barbara Ronningen called the meeting to order at 7:00 p.m.

6  
7 2. **PLEDGE OF ALLEGIANCE** – was recited.

8  
9 3. **ROLL CALL** - Present: Doherty, M.Nelson, Patten, Seeberger, Kopitzke, Wroblewski and Chair  
10 Ronningen. Excused Absence: Kilmer and Smerud. **Quorum present.**

11  
12 **ALSO IN ATTENDANCE** – City Administrator Ron Moose and Deputy Clerk Kim Swanson Linner.

13  
14 4. **APPROVAL OF AGENDA** – Doherty asked if the lengthy agenda might be too long to get through.  
15 Ronningen thought some of the items will go rather quickly. The agenda remained as written.  
16 **Motion/Second: Doherty/Patten. To approve the February 2, 2015 Planning Commission agenda as**  
17 **presented. Motion carried 7-0-0.**

18  
19 6. **APPROVAL OF MINUTES** –

20 a. January 5, 2015 Planning Commission Meeting Minutes – Minor revision to Line 110: Chair Ronningen  
21 thought it would be more clear if “resided” had a hyphen, Deputy Clerk chose to make “resided and reroofed”  
22 consistent, so a hyphen was added to each, to become: “re-sided and re-roofed.”

23 **Motion/Second: Wroblewski/Nelson. To approve the January 5, 2015 Planning Commission minutes as**  
24 **presented. Motion carried 7-0-0.**

25  
26 7. **REPORTS AND PRESENTATIONS** – none.

27  
28 8. **PUBLIC HEARINGS** – none.

29  
30 8. **NEW BUSINESS** – none.

31  
32 9. **OLD BUSINESS**

33 a. David Herreid Withdrawal of Variance Application at 16530 Swede Hill Drive – Administrator Moose  
34 reported that Mr. Herreid withdrew his application due to the issue raised by Molly Shodeen of the DNR  
35 regarding the removal of the existing deck at the river’s edge. Mr. Herreid wanted to table the application for an  
36 indefinite period of time. He was informed that the city must act within the 60 day review period requirement.  
37 He was informed that he could request that the initial variance fee be allowed to be applied to a new variance  
38 application to be submitted in the future. Mr. Herreid’s letter of withdrawal was not received by the city in time  
39 to be included in the agenda packet, but Moose provided the hardcopy at the Commission meeting.

40  
41 **Motion/Second: Patten/Wroblewski. To recommend to the City Council that David Herreid’s initial**  
42 **variance fee be allowed to be applied to a new variance application if he reapplies by December 31, 2015.**  
43 **Otherwise the variance fee will kept by the city, as fees are normally not refunded when work has been**  
44 **done on the application, as in this case. Motion carried 7-0-0.**

45  
46 b. Residential Solar Array Ordinance – Chair Ronningen directed commissioners to the model ordinance  
47 previously provided by Solar Energy Consultant Brian Ross. Commissioners worked through the ordinance,  
48 deciding what to keep and what to eliminate or change based on what seems to fit Afton and the purposes to be  
49 accomplished by the ordinance. It was noted that key values to be reflected in the ordinance are:

- 50 • To protect the City’s rural character.
- 51 • To protect neighboring properties from impacts of solar arrays.
- 52 • To protect solar access for properties.
- 53 • To promote residential solar energy generation.

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55 Planning Commission Discussion:

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**Definitions.** Even though Afton intends this ordinance to allow only “residential” solar arrays and to not allow “commercial” solar farms, Commissioners agreed that definitions will be important, to make distinctions between types and sizes of solar energy installations. The consultant had indicated some definitions to consider and has made available definition language for the city to include in its ordinance.

**Accessory Use.** Commissioners agreed that solar arrays shall be considered an “Accessory Use to the Primary Residential Use” of a property in all zoning classifications.

**Permit Required.** Commissioners had differing ideas on the allowable sizes solar arrays should be and how they should be measured. Some thought limiting the array to 10 Kilowatts would be a reasonable size for energy production for a residence and suggested any larger array should require a Conditional Use Permit (CUP). Kilowatt hours was discussed as the energy production over a year’s time; state statute allows for solar arrays to be 120% of the customer’s annual consumption. Commissioners felt that this particular way of measuring an array would be more difficult to approve on an application and possibly difficult to enforce. A CUP was considered to be too cumbersome, as it requires a larger application fee, a public hearing, and yearly review. Currently, the city requires a Building Permit for installation of a solar array, as it is considered a “structure” whether ground-mounted, building/roof-mounted, or pole-mounted. Some commissioners thought a square footage restriction would be more understandable and useful to residents. As technologies improve, the energy produced would increase from the same square footage regulation. Some thought regulating the kilowatts up to 40 kilowatts, which the state considers as a residential use, would be okay as the designer/installer would base the size of the array on the amount of kilowatts desired and allowed. For size comparisons, Commissioners were shown pictures of different types of arrays, one of which was a 100-panel ground-mounted array, which would most likely have been a 25 kilowatt array. A 27-panel roof-mounted solar array was thought to be an appropriate size most residences could accommodate.

**Height.** Afton has a maximum height limit of 35 feet for structures. Issues that might affect this height limit are if an array was placed on a roof in the Village area or in the scenic riverway, where mature tree growth may limit a ground installation. It was decided that the Department of Natural Resources (DNR) and Afton’s Heritage Preservation Commission (HPC) may wish to have input on the possible impacts of allowing solar arrays in the Village, as residences are closer to each other. Pole-mounted installations are another consideration, and commissioners preferred a more restrictive maximum height of 15 feet.

**Setbacks.** Commissioners felt that active solar energy systems must meet the accessory structure setback regulations per the existing zoning regulations.

**Visibility.** Commissioners felt that blending the design of the solar array into the architecture of the building or color of the roof was not important in Afton, as most lots are over 5 acres and could accommodate screening. They indicated the city should develop visual impact standards to protect neighboring properties, to be consistent with heritage preservation and scenic riverway standards. While the city would allow vegetative cutting per its existing ordinances, commissioners preferred the ordinance “encouraging residents” not to cut trees down for the sole purpose of solar access. The Comprehensive Plan supports both natural vegetation and the development of renewal energy.

**Impervious Surface.** Solar Energy Consultant Brian Ross had presented information that a solar array could be considered similar in impervious surface to a deck and commissioners agreed. Commercial arrays are usually mounted on a concrete pad, so as not to need ground maintenance. The amount of impervious surface would be dependent on the angle of the array panels, nonetheless, they would be considered impervious surface.

**Staff was directed to draft ordinance language specific to Afton based on the Commission’s discussion. The Planning Commission will review and discuss the draft ordinance at their March 2 meeting, at which time the draft ordinance will be sent to the Heritage Preservation Commission for their review and comments.**

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c. Manning Avenue Corridor Overlay District – Administrator Moose reported on the meeting he and Mayor Bend had with the Woodbury Mayor and City Administrator and that the information they provided was similar to that provided by the Planning Department staff in terms of not considering annexation of properties in Afton. The City Council at their January meeting indicated the Planning Commission should schedule the meeting with Woodbury Planning staff and a meeting notice should go out to Council for their attendance. Moose reviewed that the Commission had previously agreed that it wants to keep momentum going in engaging and communicating with property owners adjacent to Manning Avenue.

Planning Commission Discussion:

Commissioners felt that obtaining additional information about Woodbury’s plans would be more beneficial prior to the meeting with Manning Avenue property owners.

The Planning Commission felt the earliest date for a meeting with Manning Avenue property owners would be the May 4 PC meeting. It was indicated that 45 parcels abut Manning Avenue; those property owners will be invited by mail to attend the meeting in order to give input to the Planning Commission. Commissioners requested that property owners who cannot attend the scheduled meeting be given a way to provide their input to the city, which can be read into the record and considered as part of the city’s plans for the area.

The Commission discussed that the meeting with the Woodbury staff and the Manning Avenue property owners will require careful planning similar to the September 8, 2014 Manning Avenue public meeting. Subcommittees could be designated to work on planning the meetings, as they were for the September meeting.

New commissioners asked for clarification stating they had the understanding that whatever is done for an overlay district, that the overarching principles of the Comprehensive Plan will be adhered to in keeping Afton “permanently rural and permanently agriculture.”

Ronningen gave the background information from City Attorney Knaak who advised the Planning Commission over a year ago that the City have a “strategic plan for the Manning Avenue Corridor area” in order to mitigate the risk of litigation should Afton property owners wish to be annexed into Woodbury. She indicated that some Afton residents along Manning, seeing the economic benefits to landowners on the west side of Manning, would like to have more economic gains than is currently possible in Afton.

Kopitzke added that Afton is wise to consider options for what the city wants to look like in 20-30 years with a gradual turnover of property.

Ronningen explained that putting such planning into effect may cause zoning changes or create overlay districts which would require the Comprehensive Plan to be amended in the short term, or in the long term, to incorporate the plans into the next Comprehensive Plan in 2018.

**Planning Commission members were asked to come to the March 2 PC meeting with questions and concerns they would like to address with Woodbury Planning staff. Moose will contact Woodbury to schedule the meeting for April 6 before the 7:00 p.m. start of the regular PC meeting.**

d. Regulations Regarding Contiguous Substandard Lots Under Common Ownership – Chair Ronningen commented that the zoning code, which states that an existing non-conforming lot that is under common ownership with an adjacent lot is not considered buildable as a separate lot and must be combined with the adjacent lot under the same ownership, seems to treat the parcel differently depending on if it is owned by a separate individual than if the lot is owned by the owner of an adjacent lot. Council and Planning Commission had previously thought that the language has a valid purpose of providing a mechanism to eliminate or reduce non-conformities. Moose explained that some members of City Council believe that the nonconforming lots under common ownership with adjacent lots should be proactively enforced to avoid surprises when parcels are being sold. Three scenarios were identified that make the language of common ownership of adjacent parcels appear to inconsistently apply the city’s ordinances:

1. Parcels that were legally platted and were conforming at the time of platting. The City has a number of subdivisions that were platted with lots less than 5 acres. There are situations where the majority of the subdivision has been developed and one or two property owners have a house on one lot and own a vacant adjacent lot. The development of the adjacent lot would not change the character of the neighborhood. One concern may be the ability to have a primary and alternate septic system.

162 However, this issue is already addressed by related language in this code section that requires a lot to  
163 have a minimum of 2.5 acres of buildable land to enable primary and secondary septic sites.

- 164 2. Parcels that exceed size and density requirements, but do not meet all of the minimum dimensional  
165 requirements. An example is a 20 acre lot that has an irregular shape with only 250 feet of frontage vs.  
166 the required 300 feet. This parcel would be considered buildable if it was not under common  
167 ownership. The parcel fits the character of development reflected in the City's Comprehensive Plan.  
168 3. A parcel that was considered buildable before it was sold, but became unbuildable because it was  
169 purchased by the owner of an adjacent property.

170  
171 Planning Commission Discussion:

172 Commissioners asked if anyone knew where this language came from.

173 Moose thought perhaps it came with some Washington County language, of which many of the city's  
174 ordinances were derived. Moose noted the same language that is in Sec. 12-132B.3 is also in the River and  
175 Bluffland ordinance. Moose will contact Washington County Planner Dennis O'Donnell and the Department of  
176 Natural Resources (DNR) to inquire of its origins and/or raison d'etre (reason for being).

177  
178 **Administrator Moose preferred to inform City Council of the Planning Commission's intent to delete**  
179 **this language from the city ordinance. If City Council concurs, then staff will draft the ordinance for**  
180 **discussion at the March 2 PC meeting for a tentative public hearing to be scheduled for April 6. If the**  
181 **Council overturns the Planning Commission's recommendation to delete the language, then the Planning**  
182 **Commission will need to further review the impacts of the regulations related to contiguous substandard**  
183 **lots under common ownership.**

184  
185 e. Regulations Regarding Accessory Buildings on Parcels Greater than 20 Acres – Chair Ronningen  
186 indicated that she tried to push the idea to Council to consider allowing one maximum size for an accessory  
187 building on parcels larger than 20 acres, but she reported that the City Council directed that the Planning  
188 Commission consider graduated size increases for parcels of increasing size as provided in the draft ordinance  
189 language before them.

190  
191 Planning Commission Discussion:

192 Commissioners generally did not like the many categories of parcel and accessory building sizes. They  
193 suggested eliminating two of the categories, so that parcels of 20-40 acres could have a 3,000 sq.ft. accessory  
194 building; that parcels of 40-60 acres could have a 4,000 sq.ft. accessory building; and, parcels over 60 acres  
195 could have a maximum accessory building of 5,000 sq. ft.

196 It was noted that, for consistency, the existing language of "1 or 2" [accessory buildings] should be changed  
197 to "Up to 2" [accessory buildings].

198 After more discussion Commissioners decided to cut the categories out entirely and to just have "Up to 3  
199 [accessory buildings], on parcels greater than 20 acres, not to exceed a total of 5,000 square feet."

200 Commissioners eliminated Item (4) of the Performance Standards Related to Accessory Structures. They  
201 accepted as written Item (5) for side and rear yard setbacks required for the larger accessory structures based on  
202 the graduated building sizes.

203  
204 **Staff was directed to draft ordinance language per the discussion above and to correct other conflicting**  
205 **language in Sec. 12-187.**

206  
207 f. Draft City Council Minutes - Update on City Council Actions – Chair Ronningen reported that Council  
208 approved the Preliminary Plat for Lakeview Investment #1, LLC at 50<sup>th</sup> Street and Trading Post Trail.

209 Ronningen reported that she, Seeberger and Moose completed reviewing the seven (7) planning consultant  
210 proposals and narrowed it down to two (2) firms. Both will be given a plat proposal and be asked to write up  
211 their review, conclusions and recommendations, which will serve to inform Council of their decision to hire a  
212 consultant planner for major subdivision applications.

213 Kopitzke reported on the Downtown Improvement Project Design Committee's (DIPDC) discussions on  
214 items including street alignments, parking in the Village, access, turnarounds and parking at Town Square Park,

215 and street lighting. He felt the committee is being steered into accepting a more “sterile” Village atmosphere.  
216 The projects included in downtown improvements will likely run two construction seasons.

217  
218 **10. ADJOURN–**

219  
220 **Motion/Second: Doherty/Seeberger. To adjourn the meeting at 9:00 p.m. Motion carried 7-0-0.**

221  
222 Respectfully submitted by:

223  
224  
225 \_\_\_\_\_  
226 Kim Swanson Linner, Deputy Clerk

227  
228 **To be approved on March 2, 2015 as (check one): Presented: \_\_\_\_\_ or Amended: \_\_\_\_\_**

DRAFT

City of Afton  
3033 St. Croix Trl, P.O. Box 219  
Afton, MN 55001

## Meeting Date Feb. 17, 2015

### Council Action Memo

To: Mayor Bend and Members of the City Council  
From: Ron Moose, City Administrator  
Date: February 9, 2015  
Re: Dave Herreid Withdrawal of Variance Application at 16530 Swede Hill Drive

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Dave Herreid has applied for variances to enable the construction of a garage on the property at 16530 Swede Hill Drive. Due to an issue raised by Molly Shodeen of the DNR regarding the removal of the existing substandard deck, Mr. Herreid has indicated he needs substantial additional time to address the deck issue, and requested the Planning Commission's action regarding the application be tabled for an indefinite time. Staff indicated it is not workable to table the application for an indefinite time because of the 60 day review period requirement, and suggested he withdraw the application with a request that the initial variance fee be allowed to be applied to a new variance application to be submitted in the future.

A letter from Mr. Herreid reflecting staff's suggestion is attached. Mr. Herreid is requesting the Council allow the initial variance fee to be applied to a new variance application. The Planning Commission discussed this request at its February 2, 2015 meeting, and recommended approval of the request with the condition that a new variance request be submitted within twelve months.

#### Council Action Requested:

**Motion regarding Dave Herreid's request to apply the fee from the withdrawn variance to a new variance application to be submitted in the future, with conditions, if desired**

David Herreid  
16530 Swede Hill Drive  
Afton, MN

January 28, 2015

Ron Moorse  
City Administrator  
City of Afton

RE: Herreid Variance Request for a Garage

Ron,

I would like to withdraw my variance request at this time. Due to the DNR's request to remove my deck and my upcoming schedule I won't be able to meet current submittal deadlines. I request that the Planning Commission apply the current variance fees to a new variance request that I will submit in March or April of this year.

Respectfully, David Herreid

City of Afton  
3033 St. Croix Trl, P.O. Box 219  
Afton, MN 55001

## Meeting Date Feb. 17, 2015

### Council Action Memo

To: Mayor Bend and Members of the City Council  
From: Ron Moorse, City Administrator  
Date: February 9, 2015  
Re: Regulations Regarding Contiguous Non-Conforming Parcels Under Common Ownership

---

#### Background

The Planning Commission has been reviewing the current code language that treats contiguous non-conforming parcels under common ownership differently than other nonconforming parcels in some instances. Non-conforming parcels in the Ag or RR zoning districts are considered buildable if they have 2.5 acres of buildable land and meet 60% of the required frontage on a public road. However, if a non-conforming parcel is contiguous to another parcel under common ownership, the parcel needs to meet 100% of the lot area and lot width requirements in order to be considered as a separately buildable lot.

There is agreement on the Planning Commission that the more restrictive requirements for contiguous non-conforming parcels under common ownership are not needed, because the general requirements for the buildability of nonconforming parcels adequately control the use of all non-conforming parcels. The Planning Commission is planning to draft an ordinance amendment that would eliminate the language in Section 12-132. B regarding contiguous non-conforming parcels under common ownership.

#### Lower St. Croix River Bluffland and Shoreland Management Ordinance

There is similar language regarding contiguous substandard parcels under common ownership in the Lower St. Croix River Bluffland and Shoreland Management ordinance. Molly Shodeen, of the DNR, has indicated that language that allows a lot with 2.5 acres of buildable area to be considered buildable would meet the State's lot size standard. However, language that allows a lot width less than 200 feet would not meet the State's standard. As indicated above, Sec. 12-132. B. requires a nonconforming parcel to meet 60% of the required 300 foot frontage on a public road, which is 180 feet. To meet the State's 200 foot width standard for the St. Croix Bluffland area, any amended ordinance language would need to include the 200 foot minimum width standard.

#### VHS Zoning Districts

Section 12-132. B. does not clearly address the buildability of non-conforming lots in the VHS-C and VHS-R zoning districts. However, Section 12-581 of the Lower St. Croix Bluffland and Shoreland Management ordinance does clearly address the requirements for buildability through the following language: "...in the VHS District, the preexisting single parcel shall meet or exceed 22,500 square feet

in area and shall meet or exceed all other dimensional requirements for a new lot in the VHS district.” This language should be added to Section 12-132. B.

History of the Ordinance Language

Much of the language of the City’s zoning code was taken from the Washington County development code. The Washington County development code has similar language regarding contiguous nonconforming lots under common ownership. Staff has not been able to connect with the Washington County Planner to discuss this language, but will work to do that prior to the Council meeting.

**Council Action Requested:**

**Motion to provide direction to the Planning Commission regarding regulations concerning contiguous non-conforming parcels under common ownership.**



**Memorandum**

**To:** *Honorable Mayor and City Council, City of Afton*

**From:** *Diane Hankee, PE, City Engineer*

**Date:** *February 11, 2015*

**Re:** *February Engineering Staff Report  
WSB Project No. 1856-450*

**AGENDA:**

**1. Staff Report/Council Update:**

**Washington County 2015 construction projects:** Reference the enclosed map, note CR 21 north and south of the Village. The project will involve full depth reclamation and culvert replacement.

**Downtown Village Project Enclosures:**

1. Agency review timeline and project bidding timeline - UPDATED.
2. DIPDC agenda and meeting summary.

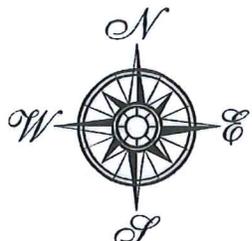
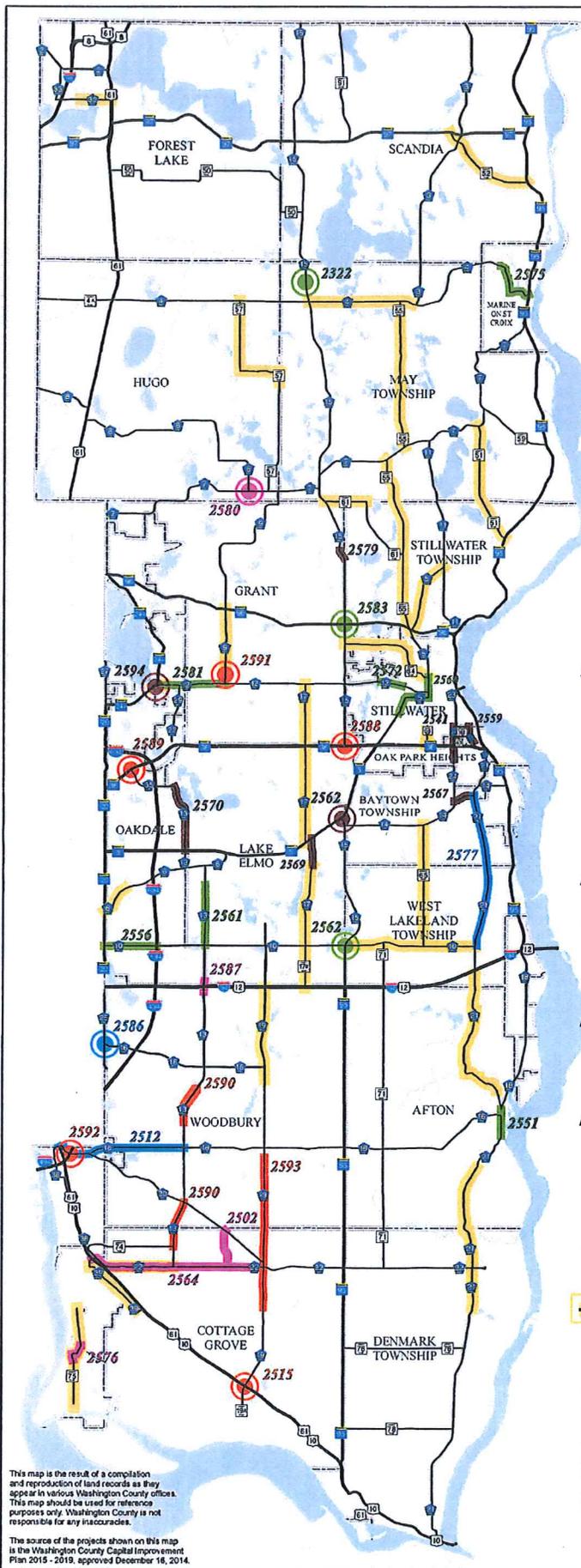
The levee project easement acquisition process has resulted in 4 of the 14 offers signed. We continue to answer questions and provide details to the property owners. For parcels that are unsettled eminent domain would be filed on March 30, 2015.

At the MPCA meeting on Jan. 27, 2015, we were informed that the 30-day comment period for the EAW and MPCA permit will commence on March 2 or 16, 2015. The project will likely go to the Board at their May 19, 2015 meeting where the City will have the opportunity to present the alternatives analysis and environmental data.

**Downtown Village Project Meetings:**

1. VBWD Board meeting – Feb.12, 2015. Staff attended and provided a project update.
2. County Road DRC – Feb. 17, 2015 at 3:00 pm
3. DIPDC - Feb. 17, 2015 at 5:00 pm
4. Project Public Hearing - Feb. 24, 2015 at 6:30 pm
5. County PMT – March 11, 2015 at 2:00 pm

If you have any questions, please contact me at 651-286-8479 or [dhankee@wsbeng.com](mailto:dhankee@wsbeng.com).



Proposed program subject to change due to funding availability and coordination with other agencies.

This map identifies transportation projects approved in the Washington County Capital Improvement Plan 2015 - 2019. Additional projects, not shown on this map are included in that plan.

Projects shown in expected construction year.

**2015 Projects**

- RB Project #**
- 2322 CSAH 15 - Improvements at Big Marine Park Reserve Entrance
  - 2556 CSAH 10 - Century Ave. to I-694 Pavement Rehabilitation
  - 2560 CSAH 5 - Croixwood Blvd. to McKusick Rd. Management & Safety Improvements
  - 2551 CSAH 21 - Downtown Afton
  - 2561 CSAH 13 - Trail Connections
  - 2562 CSAH 15 & CSAH 10 - Intersection Improvements
  - 2572 CSAH 12 - Eagle Ridge Trail to Northland Avenue
  - 2575 CSAH 4 - Marine on St. Croix
  - 2581 CSAH 12 - TH 244 to CSAH 9
  - 2583 CSAH 15 & TH 96 - Intersection Improvements

**2016 Projects**

- RB Project #**
- 2562 CSAH 15 - TH 5 to CSAH 14 Intersection Improvements
  - 2541 CSAH 24 - Improvements
  - 2559 CSAH 23 - Oak Park Heights
  - 2567 CSAH 14 - CSAH 24 to CSAH 21 Area Improvements
  - 2569 CSAH 17 - Lake Elmo Village Improvements
  - 2570 CSAH 13 - TH 5 to CSAH 35
  - 2579 CSAH 15 - At Mendel Rd and 110th St N
  - 2594 CSAH 12 - TH 244 to Wildwood Road

**2017 Projects**

- RB Project #**
- 2502 Jamaica Ave & CSAH 20 - Jurisdictional Transfer
  - 2564 CSAH 22 - US TH 61 to CSAH 19 Management & Safety Improvements
  - 2576 CR 75 - Grey Cloud Slough
  - 2580 CSAH 7 & CSAH 8 - Intersection Improvements
  - 2587 CSAH 13 - Radio Drive Pedestrian Bridge Over I-94

**2018 Projects**

- RB Project #**
- 2512 CSAH 18 - CSAH 38 to CSAH 13 Management & Safety Improvements
  - 2577 CSAH 21 - Pavement & Safety Improvements
  - 2586 CSAH 25 - Century Ave Stormwater Management

**2019 Projects**

- RB Project #**
- 2515 CSAH 19 & US TH 61 - Interchange
  - 2588 CSAH 15 & TH 36 - Interchange
  - 2589 CSAH 35 & TH 36 - Interchange
  - 2590 CSAH 13 - Radio Drive Trail Extension
  - 2591 CSAH 9 - Gateway Trail Grade Separated Crossing
  - 2592 CSAH 18 - Pedestrian Crossing Improvements at I-494
  - 2593 CSAH 19 - Trail Connections

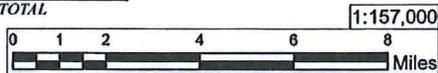
**2015 - 2017 Pavement Preservation Projects**

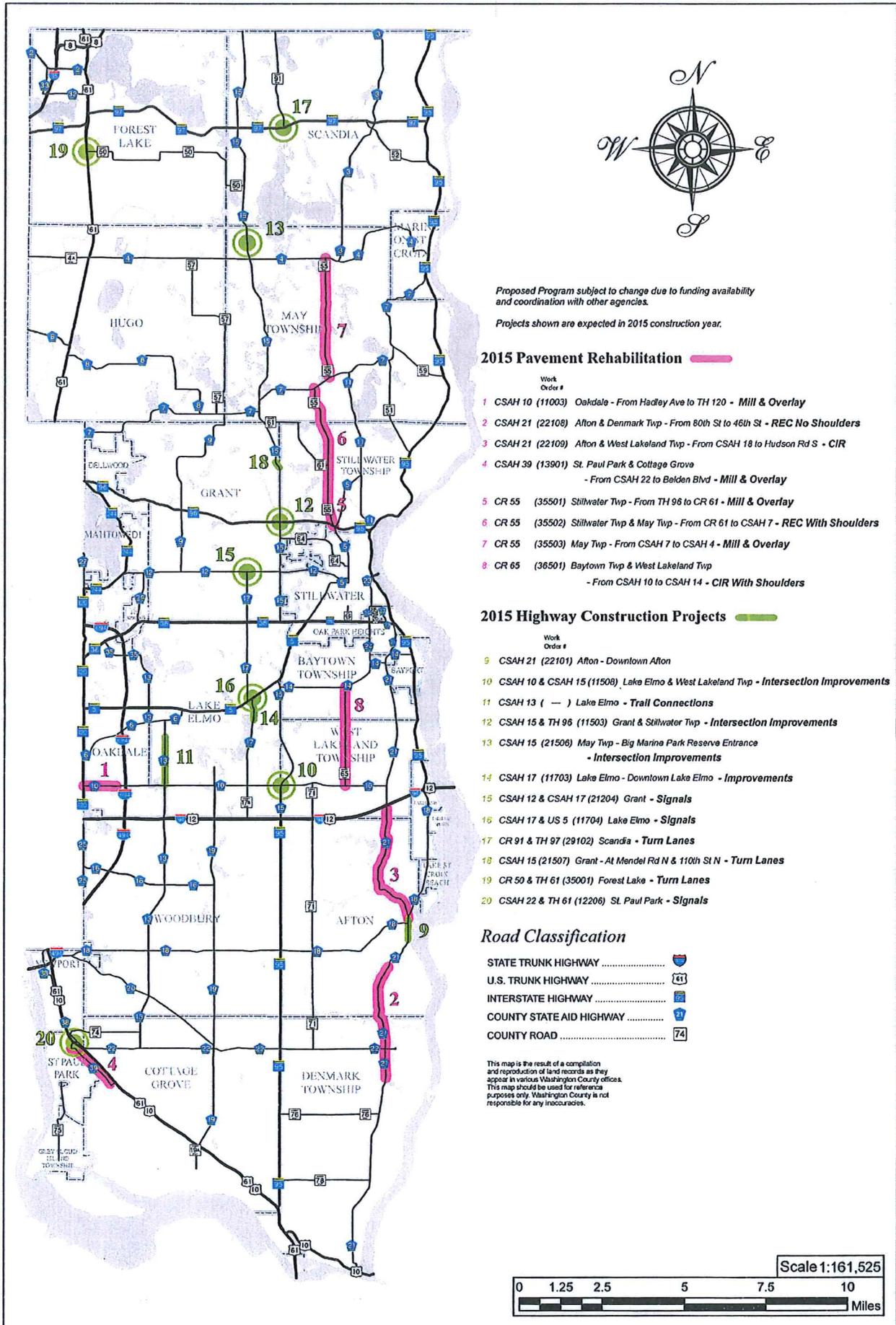
**Funding Summary**

- \$ 54,271,200 - State Aid
- \$ 500,000 - Gravel Tax
- \$ 9,092,000 - Federal
- \$ 11,521,500 - County Program Aid
- \$ 17,500,000 - Bonds
- \$ 5,495,000 - Local Contribution
- \$ 864,800 - State Grants
- \$ 11,000,000 - Wheelage Tax
- \$ 110,244,500 - TOTAL**

This map is the result of a compilation and reproduction of land records as they appear in various Washington County offices. This map should be used for reference purposes only. Washington County is not responsible for any inaccuracies.

The source of the projects shown on this map is the Washington County Capital Improvement Plan 2015 - 2019, approved December 16, 2014.





Proposed Program subject to change due to funding availability and coordination with other agencies.

Projects shown are expected in 2015 construction year.

**2015 Pavement Rehabilitation**

- | Work Order #      | Project Description                                                            |
|-------------------|--------------------------------------------------------------------------------|
| 1 CSAH 10 (11003) | Oakdale - From Hadley Ave to TH 120 - Mill & Overlay                           |
| 2 CSAH 21 (22108) | Afton & Denmark Twp - From 80th St to 46th St - REC No Shoulders               |
| 3 CSAH 21 (22109) | Afton & West Lakeland Twp - From CSAH 18 to Hudson Rd S - CIR                  |
| 4 CSAH 39 (13901) | St. Paul Park & Cottage Grove - From CSAH 22 to Belden Blvd - Mill & Overlay   |
| 5 CR 55 (35501)   | Stillwater Twp - From TH 98 to CR 61 - Mill & Overlay                          |
| 6 CR 55 (35502)   | Stillwater Twp & May Twp - From CR 61 to CSAH 7 - REC With Shoulders           |
| 7 CR 55 (35503)   | May Twp - From CSAH 7 to CSAH 4 - Mill & Overlay                               |
| 8 CR 65 (36501)   | Baytown Twp & West Lakeland Twp - From CSAH 10 to CSAH 14 - CIR With Shoulders |

**2015 Highway Construction Projects**

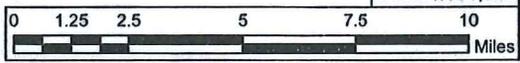
- | Work Order #                 | Project Description                                                    |
|------------------------------|------------------------------------------------------------------------|
| 9 CSAH 21 (22101)            | Afton - Downtown Afton                                                 |
| 10 CSAH 10 & CSAH 15 (11508) | Lake Elmo & West Lakeland Twp - Intersection Improvements              |
| 11 CSAH 13 ( - )             | Lake Elmo - Trail Connections                                          |
| 12 CSAH 15 & TH 96 (11503)   | Grant & Stillwater Twp - Intersection Improvements                     |
| 13 CSAH 15 (21506)           | May Twp - Big Marina Park Reserve Entrance - Intersection Improvements |
| 14 CSAH 17 (11703)           | Lake Elmo - Downtown Lake Elmo - Improvements                          |
| 15 CSAH 12 & CSAH 17 (21204) | Grant - Signals                                                        |
| 16 CSAH 17 & US 5 (11704)    | Lake Elmo - Signals                                                    |
| 17 CR 91 & TH 97 (29102)     | Scandia - Turn Lanes                                                   |
| 18 CSAH 15 (21507)           | Grant - At Mendel Rd N & 110th St N - Turn Lanes                       |
| 19 CR 50 & TH 61 (35001)     | Forest Lake - Turn Lanes                                               |
| 20 CSAH 22 & TH 61 (12206)   | St. Paul Park - Signals                                                |

**Road Classification**

- STATE TRUNK HIGHWAY .....
- U.S. TRUNK HIGHWAY .....
- INTERSTATE HIGHWAY .....
- COUNTY STATE AID HIGHWAY .....
- COUNTY ROAD .....

This map is the result of a compilation and reproduction of land records as they appear in various Washington County offices. This map should be used for reference purposes only. Washington County is not responsible for any inaccuracies.

Scale 1:161,525





## **Downtown Roadway Design Committee Meeting Summary**

Tuesday, December 9<sup>th</sup>, 2014 (7:00 p.m. – 8:00 p.m.)

### **Attendance:**

Gordy	Jarvis
Bob	Dickie
Rick	Pung
Gene	Galatowitsch
Ken	Johnson
Randy	Nelson
Jane	Krebsbach
Jamie	Wallerstedt
Diane	Hankee

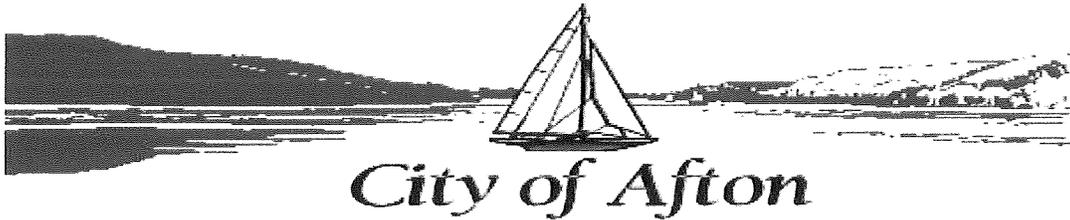
- I.** Introductions - Randy Nelson
  
- II.** Project Update – Diane Hankee
  - i. Project schedule and Agency review matrix was presented
  - ii. Washington County DRC meeting summary  
DRC discussed the budget for street scape and prioritized items deemed important:
    1. Trees
    2. Lighting
    3. Pedestrian Crossings
    4. Banner Poles and way finding
    5. Kelle’s Crossing
  
- III.** Roadway Design
  - i. 33<sup>rd</sup> Street (east of CR 21) – Large scale map discussion. Area would be a one way in with angled parking on the south side.
  - ii. 34<sup>th</sup> Street (north side of park) parking – Large scale map discussion of switching the parking to the north side, adjusting

the road alignment and removing 3 parking spaces closed to CR 21.

- IV.* Streetscape & Landscaping –DRC is working on the priorities and the theme will carry through to the local roadways. Suggestion to re-use the existing gas lights on the local roadways. Staff to review and determine if cost effective. Would like to coordinate high speed internet.

Coordinate Carver park with the Park Board. Add this project to the next agenda.

Next Meeting – will be set based on other City meetings. Two more meetings (Feb and March).



**Downtown Improvement Project Design Review**  
Tuesday, February 17, 2015 (5:00 p.m. – 6:30 p.m.)

**AGENDA**

- I.* Introductions – Chair Randy Nelson
- II.* Project Update – Diane Hankee
  - i. Schedule
  - ii. Washington County CR 21
- III.* Roadway Design
  - i. Summary
    - a) 33<sup>rd</sup> Street (east of CR 21)
    - b) 34<sup>th</sup> Street (north side of park) parking
  - ii. Pike Avenue Post Construction
- IV.* Streetscape & Landscaping
  - i. “Carver” Park
    - a) gravel turn around
    - b) parking area
    - c) infiltration basin
  - ii. Clean water grant – 25/75 cost share PCA/City
- V.* Next Meeting – Last meeting Tuesday March 17, 2015, 5:00 pm

City of Afton  
3033 St. Croix Trl, P.O. Box 219  
Afton, MN 55001

## Meeting Date February 17, 2015

### Council Action Memo

To: Mayor Bend and Members of the City Council  
From: Ron Moorse, City Administrator  
Date: February 12, 2015  
Re: Temporary Financing for Downtown Improvement Projects

---

At its January 20, 2015 meeting, the Council directed staff and Springsted, Inc. to move forward with a limited competitive bond sale Request for Proposals (RFP) and to schedule an improvement hearing regarding the Downtown Improvement Projects, subject to determining that the City is able to order the improvements while the MPCA permit review process is on-going. Staff has reviewed this issue with the MPCA staff, who have indicated that the City is able to move forward to order the improvements and obtain temporary financing while the MPCA permit review process is on-going.

Doug Green, of Springsted, Inc., has prepared additional information and options regarding the temporary financing. The information is attached. Mr. Green will attend the February 17 Council meeting to present the information. Based on Council direction regarding the financing option, he will then conduct a limited competitive RFP to obtain proposals for the bonds.

#### **Council Action Requested:**

**Motion regarding selecting a temporary financing option and the parameters of that option, and authorizing Springsted, Inc. to move forward with that option.**



Springsted Incorporated  
380 Jackson Street, Suite 300  
Saint Paul, MN 55101-2887  
Tel: 651-223-3000  
Fax: 651-223-3002  
www.springsted.com

## MEMORANDUM

TO: Mayor Bend and Members of the City Council  
FROM: Doug Green  
DATE: February 17, 2015  
SUBJECT: Downtown Village Project Interim Financing

### **Purpose**

The purpose of this memorandum is threefold: 1) provide background and an update of the interim financing options and discussions over the past month; 2) outline the latest assumptions and projections for monthly expenditures and revenues through the construction phase of the project (December 2016); and 3) determine the amount of the interim financing that will fund the construction phase of the project.

### **Background**

At the January 20, 2015, City Council meeting, the Council directed staff and Springsted to develop a request for proposal (RFP) for underwriting services to finance the construction phase of the Downtown Village Project (“the project”). Springsted has communicated with two local underwriting firms regarding the terms of the transaction and each firm expressed interest. A RFP has been developed and can be sent to the underwriting firms once the borrowing amount has been determined. Given the relative straight-forward terms of the transaction, the underwriting firms can respond to the RFP within approximately seven business days.

Additionally, on January 12, 2015, U.S. Bank provided a “Letter of Interest” to extend a loan for a maximum amount of \$2.0 million for 24 months. At the time of the letter, the estimated interest rate was 1.55% (fixed), with interest payments due semi-annually. (The interest rate would not be locked in until the City approved the loan.) The City has the option to capitalize the interest payments within the loan. Principal is not due until maturity. The loan can be pre-paid in whole or in part at any time without penalty with a three-day notice.

Based on analysis and discussion at the January 20<sup>th</sup> Council meeting, the underwriting option was more advantageous for the City. A final determination will be made once the underwriting proposals are received.

### **Monthly Expenditure and Revenue Assumptions and Projections**

The attached worksheets show the projected monthly expenditures and revenue sources through December 2016. The assumptions for the monthly expenditures and revenues are provided below:

- **Total Project Expenditures:** Total project expenditures and state revenue sources (PFA, DNR, BWSR) are based on WSB’s projections as of December 2014.

- **2016 Monthly Expenditures:** Total 2016 expenditures are estimated to be \$4.4 million and are allocated monthly on a bell curve with the largest expenditures occurring in the summer months.
- **Total DNR Revenue:** Total DNR revenue is estimated to be \$2,750,000. DNR has contributed approximately \$996,000 thus far. Of the remaining amount, 70% (\$1.2 million) will be received in 2015 and 30% (\$526,000) will be received in 2016.
- **2015 DNR Revenue:** The City will not be reimbursed additional project cost from DNR until the City's portion matches DNR's prior expenditures; therefore, the next reimbursement is expected in August 2015 and will amount to approximately \$307,000 monthly from August thru November.
- **2016 DNR Revenue:** The 2016 DNR revenue is allocated based on the assumed construction expenditure bell curve with a one month delay to account for reimbursement processing time.
- **2015 PFA Loan and Principal Forgiveness:** The total amount of the 2015 PFA loan is expected to be \$1.26 million. \$315,000 of the loan is expected to be forgiven, leaving \$945,000 to repay over 20 years. Estimated interest payment in 2016 is expected to be approximately \$10,000 in February 2016 and the first principal and interest payment is expected to be approximately \$60,000 in August 2016.
- **2015 PFA PSIG:** The 2015 PFA PSIG is expected to be \$1,955,000 and will be received monthly from July thru November 2015.
- **Total BSWR Grant:** The total BWSR grant is expected to be \$259,000. Approximately \$175,000 has already been received, leaving \$84,000 to be received in October 2016.
- **2016 PFA Loan:** The 2016 PFA loan is expected to be \$540,000. Monthly reimbursement is allocated based on the assumed construction expenditure bell curve with a one month delay to account for reimbursement processing time.
- **2016 PFA PSIG:** The 2016 PFA PSIG is expected to be \$840,000. Monthly reimbursement is allocated based on the assumed construction expenditure bell curve with a one month delay to account for reimbursement processing time.

#### **Interim Financing Timing and Amount**

Given the above assumptions for project expenditures and revenues, the City will need approximately \$2.5 million to fund construction expenses through spring of 2016. This option is shown on the worksheet titled Option 1. By that time, all bids will have been received on the project, which will allow the City to issue long-term financing to pay off the temporary financing (Bond Anticipation Note) and the remaining construction cost in 2016.

A second option is to borrow the full amount of needed through the construction phase, which is expected to be approximately \$3.7 million. This option is shown in the worksheet titled Option 2.

Month	Monthly Construction Draws	Expenditure		Revenue												Monthly Revenue	Cummulative Revenue
		Monthly Expenditure	Cumulative Expenditures	DNR	2015 IUP CWRF (PFA Loan)	2015 Green Infrastructure Principal Foregiveness	2015 PSIG (PFA Grant)	BWSR Grant	2016 IUP CWRF (PFA Loan)	2016 PSIG (PFA Grant)	VBWD Cost Participation	City Street CIP Fund	City Infrastructure Fund (CIF)	City Park Fund Transfer	GO Temp Improvement Bonds		
Prior to October 2014		\$1,953,890	\$1,953,890	\$996,099				\$175,000				\$237,500	\$100,000		\$1,508,599	\$1,508,599	
November-14		\$50,000	\$2,003,890												\$0	\$1,508,599	
December-14		\$73,990	\$2,077,880									\$47,500			\$47,500	\$1,556,099	
January-15		\$48,820	\$2,126,700												\$0	\$1,556,099	
February-15		\$31,820	\$2,158,520												\$0	\$1,556,099	
March-15		\$28,570	\$2,187,090											\$3,710,000	\$3,735,000	\$5,291,099	
April-15		\$33,175	\$2,220,265												\$0	\$5,291,099	
May-15		\$30,175	\$2,250,440												\$0	\$5,291,099	
June-15		\$114,292	\$2,364,732												\$47,500	\$5,338,599	
July-15		\$1,085,525	\$3,450,257		\$189,000	\$63,000	\$391,000								\$643,000	\$5,981,599	
August-15		\$800,525	\$4,250,782	\$306,933	\$189,000	\$63,000	\$391,000								\$949,933	\$6,931,532	
September-15		\$1,007,025	\$5,257,807	\$306,933	\$189,000	\$63,000	\$391,000								\$974,933	\$7,906,465	
October-15		\$875,321	\$6,133,128	\$306,933	\$189,000	\$63,000	\$391,000								\$949,933	\$8,856,397	
November-15		\$852,105	\$6,985,233	\$306,933	\$189,000	\$63,000	\$391,000								\$949,933	\$9,806,330	
December-15		\$715,570	\$7,700,803												\$47,500	\$9,853,830	
January-16	0.0%	\$0	\$7,700,803												\$0	\$9,853,830	
February-16	0.0%	\$0	\$7,700,803	\$0	(\$9,500)			\$0	\$0						(\$9,500)	\$9,844,330	
March-16	5.0%	\$218,173	\$7,918,976	\$0				\$0	\$0	\$25,000					\$25,000	\$9,869,330	
April-16	5.0%	\$218,173	\$8,137,149	\$26,309				\$27,000	\$42,000						\$95,309	\$9,964,638	
May-16	10.0%	\$436,345	\$8,573,494	\$26,309				\$27,000	\$42,000						\$95,309	\$10,059,947	
June-16	20.0%	\$872,690	\$9,446,184	\$52,617				\$54,000	\$84,000						\$238,117	\$10,298,064	
July-16	25.0%	\$1,090,863	\$10,537,047	\$105,234				\$108,000	\$168,000						\$381,234	\$10,679,298	
August-16	15.0%	\$654,518	\$11,191,565	\$131,543	(\$60,000)			\$135,000	\$210,000						\$416,543	\$11,095,840	
September-16	10.0%	\$436,345	\$11,627,910	\$78,926				\$81,000	\$126,000	\$25,000					\$310,926	\$11,406,766	
October-16	5.0%	\$218,173	\$11,846,082	\$52,617				\$84,000	\$84,000						\$274,617	\$11,681,383	
November-16	5.0%	\$218,173	\$12,064,255	\$26,309				\$27,000	\$42,000						\$95,309	\$11,776,691	
December-16	0.0%	\$0	\$12,064,255	\$26,309				\$27,000	\$42,000						\$142,809	\$11,919,500	
<b>Totals</b>	<b>100.0%</b>	<b>\$12,064,255</b>	<b>\$12,064,255</b>	<b>\$2,750,000</b>	<b>\$875,500</b>	<b>\$315,000</b>	<b>\$1,955,000</b>	<b>\$259,000</b>	<b>\$540,000</b>	<b>\$840,000</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$475,000</b>	<b>\$100,000</b>	<b>\$3,710,000</b>	<b>\$11,919,500</b>	

CITY CASH FLOW	
Monthly Rev - Exp	Cumulative Monthly Balance in CIF
	(\$300,000)
(\$50,000)	(\$350,000)
(\$26,490)	(\$376,490)
(\$48,820)	(\$425,310)
(\$31,820)	(\$457,130)
\$3,706,430	\$3,249,300
(\$33,175)	\$3,216,125
(\$30,175)	\$3,185,950
(\$66,792)	\$3,119,158
(\$442,525)	\$2,676,633
\$149,408	\$2,826,041
(\$32,092)	\$2,793,948
\$74,612	\$2,868,560
\$97,828	\$2,966,387
(\$668,070)	\$2,298,317
\$0	\$2,298,317
(\$9,500)	\$2,288,817
(\$193,173)	\$2,095,645
(\$122,864)	\$1,972,781
(\$341,037)	\$1,631,744
(\$634,573)	\$997,171
(\$709,629)	\$287,542
(\$237,975)	\$49,567
(\$125,420)	(\$75,853)
\$56,444	(\$19,409)
(\$122,864)	(\$142,273)
\$142,809	\$536

Month	Monthly Construction Draws	Expenditure		Revenue												Monthly Revenue	Cummulative Revenue	
		Monthly Expenditure	Cumulative Expenditures	DNR	2015 IUP CWRF (PFA Loan)	2015 Green Infrastructure Principal Forgiveness	2015 PSIG (PFA Grant)	BWSR Grant	2016 IUP CWRF (PFA Loan)	2016 PSIG (PFA Grant)	VBWD Cost Participation	City Street CIP Fund	City Infrastructure Fund (CIF)	City Park Fund Transfer	GO Temp Improvement Bonds			
Prior to October 2014		\$1,953,890	\$1,953,890	\$996,099				\$175,000					\$237,500	\$100,000		\$1,508,599	\$1,508,599	
November-14		\$50,000	\$2,003,890													\$0	\$1,508,599	
December-14		\$73,990	\$2,077,880										\$47,500			\$47,500	\$1,556,099	
January-15		\$48,820	\$2,126,700													\$0	\$1,556,099	
February-15		\$31,820	\$2,158,520													\$0	\$1,556,099	
March-15		\$28,570	\$2,187,090													\$0	\$1,556,099	
April-15		\$33,175	\$2,220,265													\$0	\$1,556,099	
May-15		\$30,175	\$2,250,440													\$0	\$1,556,099	
June-15		\$114,292	\$2,364,732													\$0	\$1,556,099	
July-15		\$1,085,525	\$3,450,257		\$189,000	\$63,000	\$391,000						\$47,500			\$47,500	\$5,338,599	
August-15		\$800,525	\$4,250,782	\$306,933	\$189,000	\$63,000	\$391,000									\$643,000	\$5,981,599	
September-15		\$1,007,025	\$5,257,807	\$306,933	\$189,000	\$63,000	\$391,000									\$949,933	\$6,931,532	
October-15		\$875,321	\$6,133,128	\$306,933	\$189,000	\$63,000	\$391,000									\$974,933	\$7,906,465	
November-15		\$852,105	\$6,985,233	\$306,933	\$189,000	\$63,000	\$391,000									\$949,933	\$8,856,397	
December-15		\$715,570	\$7,700,803													\$47,500	\$9,806,330	
January-16	0.0%	\$0	\$7,700,803													\$0	\$9,853,830	
February-16	0.0%	\$0	\$7,700,803	\$0	(\$9,500)			\$0	\$0							(\$9,500)	\$9,844,330	
March-16	5.0%	\$218,173	\$7,918,976	\$0				\$0	\$0	\$25,000						\$25,000	\$9,869,330	
April-16	5.0%	\$218,173	\$8,137,149	\$26,309				\$27,000	\$42,000							\$95,309	\$9,964,638	
May-16	10.0%	\$436,345	\$8,573,494	\$26,309				\$27,000	\$42,000							\$95,309	\$10,059,947	
June-16	20.0%	\$872,690	\$9,446,184	\$52,617				\$54,000	\$84,000							\$47,500	\$10,298,064	
July-16	25.0%	\$1,090,863	\$10,537,047	\$105,234				\$108,000	\$168,000								\$381,234	\$10,679,298
August-16	15.0%	\$654,518	\$11,191,565	\$131,543	(\$60,000)			\$135,000	\$210,000								\$416,543	\$11,095,840
September-16	10.0%	\$436,345	\$11,627,910	\$78,926				\$81,000	\$126,000	\$25,000							\$310,926	\$11,406,766
October-16	5.0%	\$218,173	\$11,846,082	\$52,617				\$84,000	\$84,000								\$274,617	\$11,681,383
November-16	5.0%	\$218,173	\$12,064,255	\$26,309				\$27,000	\$42,000								\$95,309	\$11,776,691
December-16	0.0%	\$0	\$12,064,255	\$26,309				\$27,000	\$42,000								\$47,500	\$11,919,500
<b>Totals</b>	<b>100.0%</b>	<b>\$12,064,255</b>	<b>\$12,064,255</b>	<b>\$2,750,000</b>	<b>\$875,500</b>	<b>\$315,000</b>	<b>\$1,955,000</b>	<b>\$259,000</b>	<b>\$540,000</b>	<b>\$840,000</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$475,000</b>	<b>\$100,000</b>	<b>\$3,710,000</b>	<b>\$142,809</b>	<b>\$11,919,500</b>	

CITY CASH FLOW	
Monthly Rev - Exp	Cumulative Monthly Balance in CIF
	(\$300,000)
(\$50,000)	(\$350,000)
(\$26,490)	(\$376,490)
(\$48,820)	(\$425,310)
(\$31,820)	(\$457,130)
\$3,706,430	\$3,249,300
(\$33,175)	\$3,216,125
(\$30,175)	\$3,185,950
(\$66,792)	\$3,119,158
(\$442,525)	\$2,676,633
\$149,408	\$2,826,041
(\$32,092)	\$2,793,948
\$74,612	\$2,868,560
\$97,828	\$2,966,387
(\$668,070)	\$2,298,317
\$0	\$2,298,317
(\$9,500)	\$2,288,817
(\$193,173)	\$2,095,645
(\$122,864)	\$1,972,781
(\$341,037)	\$1,631,744
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(\$709,629)	\$287,542
(\$237,975)	\$49,567
(\$125,420)	(\$75,853)
(\$56,444)	(\$19,409)
(\$122,864)	(\$142,273)
\$142,809	\$536

Project Expenditures and Revenue Cash Flow Analysis  
Downtown Village Improvements Project  
City of Afton, MN  
Last Updated: 12/4/2014

Month	Expenditure		Revenue													Project Balance	
	Monthly Expenditure	Cummulative Expenditures	DNR	2015 IUP CWRF (PFA Loan)	2015 Green Infrastructure Principal Forgiveness	2015 PSIG (PFA Grant)	BWSR Grant	VBWD Cost Participation	2016 IUP CWRF (PFA Loan)	2016 PSIG (PFA Grant)	City Street CIP Fund	City General Fund	City Park Fund Transfer	Assessments to Benefitting Owners	Monthly Revenue		Cummulative Revenue
Prior to October 2014	\$1,953,890.39	\$1,953,890.39	\$996,099.46				\$175,000.00					\$237,500.00	\$100,000.00		\$1,508,599.46	\$1,508,599.46	(\$445,290.93)
November-14	\$50,000.00	\$2,003,890.39	\$30,000.00												\$30,000.00	\$1,538,599.46	(\$465,290.93)
December-14	\$73,990.00	\$2,077,880.39	\$30,000.00									\$47,500.00			\$77,500.00	\$1,616,099.46	(\$461,780.93)
January-15	\$48,820.00	\$2,126,700.39													\$0.00	\$1,616,099.46	(\$510,600.93)
February-15	\$31,820.00	\$2,158,520.39													\$0.00	\$1,616,099.46	(\$542,420.93)
March-15	\$28,570.00	\$2,187,090.39	\$30,000.00					\$25,000.00							\$55,000.00	\$1,671,099.46	(\$515,990.93)
April-15	\$33,175.00	\$2,220,265.39													\$0.00	\$1,671,099.46	(\$549,165.93)
May-15	\$30,175.00	\$2,250,440.39		\$945,000.00	\$315,000.00	\$1,955,000.00									\$3,215,000.00	\$4,886,099.46	\$2,635,659.07
June-15	\$114,292.00	\$2,364,732.39	\$30,000.00									\$47,500.00			\$77,500.00	\$4,963,599.46	\$2,598,867.07
July-15	\$1,085,525.00	\$3,450,257.39													\$0.00	\$4,963,599.46	\$1,513,342.07
August-15	\$800,525.00	\$4,250,782.39													\$0.00	\$4,963,599.46	\$712,817.07
September-15	\$1,007,025.00	\$5,257,807.39	\$30,000.00												\$55,000.00	\$5,018,599.46	(\$239,207.93)
October-15	\$875,321.00	\$6,133,128.39													\$0.00	\$5,018,599.46	(\$1,114,528.93)
November-15	\$852,105.00	\$6,985,233.39													\$0.00	\$5,018,599.46	(\$1,966,633.93)
December-15	\$715,570.00	\$7,700,803.39	\$30,000.00				\$84,000.00								\$114,000.00	\$5,132,599.46	(\$2,568,203.93)
2016 & Beyond	\$4,363,451.61	\$12,064,255.00	\$1,573,900.54					\$450,000.00	\$540,000.00	\$840,000.00		\$90,000.00		\$2,160,000.00	\$5,653,900.54	\$10,786,500.00	(\$1,277,755.00)
<b>Totals</b>	<b>\$12,064,255.00</b>		<b>\$2,750,000.00</b>	<b>\$945,000.00</b>	<b>\$315,000.00</b>	<b>\$1,955,000.00</b>	<b>\$259,000.00</b>	<b>\$500,000.00</b>	<b>\$540,000.00</b>	<b>\$840,000.00</b>	<b>\$0.00</b>	<b>\$422,500.00</b>	<b>\$100,000.00</b>	<b>\$2,160,000.00</b>	<b>\$10,786,500.00</b>		

Notes:

1. Negative Project Balance reflects expenditures exceeding revenue.
2. The County Road 21 Reconstruction project costs associated with the County's portion of the cost share are not reflected in this cost analysis.
3. No financing costs or loan/bonding interest is included in this analysis.

Afton 7-31-14 Estimated Sources	2015 (70%)	2016 (30%)	2015 Green Princij	Remaining Loan	
2015/2016 IUP CWRF	1,800,900	1260630	540270	315157.5	945472.5
2015/2016 PSIG	2,793,400	1955380	838020		350630
DNR	2,750,000	\$1,753,900.54			
<b>Total</b>	<b>7,344,300</b>				

**Sources & Uses - Total Project**

**SOURCES**

*State Sources*

DNR	\$	2,750,000
2015 IUP CWRF (PFA Loan)	\$	945,000
2015 Green Infrastructure Principal Foregiveness	\$	315,000
2015 PSIG (PFA Grant)	\$	1,955,000
2016 IUP CWRF (PFA Loan)	\$	540,000
2016 PSIG (PFA Grant)	\$	840,000
BWSR Grant	\$	259,000
<b>Total State Sources</b>	<b>\$</b>	<b>7,604,000</b>

*Local Sources*

VBWD Cost Participation (2015-2019)	\$	500,000
City Infrastructure Fund (2012 - 2021)	\$	950,000
City Park Fund	\$	100,000
GO Improvement Bonds	\$	2,910,255
<b>Total Local Sources</b>	<b>\$</b>	<b>4,460,255</b>

**TOTAL SOURCES** **\$ 12,064,255**

**USES**

<u>Project</u>		
324	Sanitary Sewer Improvements	\$ 2,796,000
322,323,325,326	Levee Improvements	\$ 3,246,360
40	Local Road Improvements	\$ 1,740,000
39	County Road Project	\$ 762,000
321	Right-of-Way Acquisition	\$ 679,370
2456	Treatment Site Improvements	\$ 2,840,525

**TOTAL USES** **\$ 12,064,255**

**Sources & Uses - Construction Phase (Thru 2016)**

**SOURCES**

*State Sources*

DNR	\$	2,750,000	22.8%
2015 IUP CWRF (PFA Loan)	\$	945,000	7.8%
2015 Green Infrastructure Principal Foregiveness	\$	315,000	2.6%
2015 PSIG (PFA Grant)	\$	1,955,000	16.2%
2016 IUP CWRF (PFA Loan)	\$	540,000	4.5%
2016 PSIG (PFA Grant)	\$	840,000	7.0%
BWSR Grant	\$	259,000	2.1%
<b>Total State Sources</b>	<b>\$</b>	<b>7,604,000</b>	<b>63.0%</b>

*Local Sources*

VBWD Cost Participation (2015-2016)	\$	200,000	1.7%
City Infrastructure Fund (2012 - 2016)	\$	475,000	3.9%
City Park Fund	\$	100,000	0.8%
GO Improvement Bonds	\$	3,685,255	30.5%
<b>Total Local Sources</b>	<b>\$</b>	<b>4,460,255</b>	<b>37.0%</b>

**TOTAL SOURCES** **\$ 12,064,255** **100.0%**

**USES**

Sanitary Sewer Improvements	\$	2,796,000	23.2%
Levee Improvements	\$	3,246,360	26.9%
Local Road Improvements	\$	1,740,000	14.4%
County Road Project	\$	762,000	6.3%
Right-of-Way Acquisition	\$	679,370	5.6%
Treatment Site Improvements	\$	2,840,525	23.5%

**TOTAL USES** **\$ 12,064,255** **100.0%**

Monthly Project Expenditures Show Reimbursement Calculations?  Yes

Downtown Village Improvements Project  
City of Afton, MN  
Last Updated: 12/4/2014

Sanitary Sewer Improvement Project (WSB Project No. 01856-41 & 01856-324)	Total Estimated Cost	Expenditures Prior to August 2014	Remaining to be Spent	2014		2015												Expenditures Beyond 2015	
				November	December	January	February	March	April	May	June	July	August	September	October	November	December		
Construction Contract	\$2,330,000.00	\$0.00	\$2,330,000.00										\$150,000	\$250,000	\$325,000	\$250,000	\$200,000	\$175,000	\$980,000
Subconsultants	\$25,000.00	\$17,924.20	\$7,075.80	\$2,000	\$1,500										\$1,500	\$2,076			\$0
MPCA Permitting, Public Hearings, Design, Bidding, Construction Management, Surveying, and Inspection	\$441,000.00	\$159,216.25	\$281,783.75	\$5,000	\$5,000	\$5,000	\$2,500	\$5,000	\$5,000	\$5,000	\$15,000	\$20,000	\$20,000	\$25,000	\$25,000	\$20,000	\$10,000		\$114,284
<b>Total Cost</b>	<b>\$2,796,000.00</b>	<b>\$177,140.45</b>	<b>\$2,618,859.55</b>	<b>\$7,000</b>	<b>\$6,500</b>	<b>\$5,000</b>	<b>\$2,500</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$15,000</b>	<b>\$170,000</b>	<b>\$270,000</b>	<b>\$351,500</b>	<b>\$277,076</b>	<b>\$220,000</b>	<b>\$185,000</b>		<b>\$1,094,284</b>
Levee Improvements (WSB Project No. 01856-320, 01856-322, 01856-323, 01856-325, 01856-326)				2014		2015												Expenditures Beyond 2015	
Construction Contract	\$2,038,000.00	\$0.00	\$2,038,000.00										\$200,000	\$250,000	\$300,000	\$150,000	\$200,000	\$250,000	\$688,000
Property Acquisition	\$760,000.00	\$760,000.00	\$0.00																\$0
Subconsultants	\$48,000.00	\$7,300.36	\$40,699.64	\$5,000	\$5,000	\$5,000										\$5,000	\$5,000	\$5,000	\$10,700
USACE Permitting, Public Hearings, Design, Bidding, Construction Management, Surveying, and Inspection	\$400,360.00	\$245,154.25	\$155,205.75	\$7,500	\$15,000	\$10,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$67,706
<b>Total Cost</b>	<b>\$3,246,360.00</b>	<b>\$1,012,454.61</b>	<b>\$2,233,905.39</b>	<b>\$12,500</b>	<b>\$20,000</b>	<b>\$15,000</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$205,000</b>	<b>\$255,000</b>	<b>\$305,000</b>	<b>\$160,000</b>	<b>\$210,000</b>	<b>\$260,000</b>		<b>\$766,405</b>
Local Road Improvements (WSB Project No. 01856-40)				2014		2015												Expenditures Beyond 2015	
Construction Contract	\$1,450,000.00	\$0.00	\$1,450,000.00									\$15,000	\$15,000	\$20,000	\$20,000	\$20,000	\$10,000	\$10,000	\$1,340,000
Subconsultants	\$30,000.00	\$7,604.00	\$22,396.00	\$5,000															\$17,396
Local Design Group, Public Hearings, Design, Bidding, Construction Management, Surveying, and Inspection	\$260,000.00	\$45,151.50	\$214,848.50	\$7,500	\$7,500	\$7,500	\$7,500	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$134,849
<b>Total Cost</b>	<b>\$1,740,000.00</b>	<b>\$52,755.50</b>	<b>\$1,687,244.50</b>	<b>\$12,500</b>	<b>\$7,500</b>	<b>\$7,500</b>	<b>\$7,500</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$20,000</b>	<b>\$20,000</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$15,000</b>	<b>\$15,000</b>		<b>\$1,492,245</b>
County Road Project Management (WSB Project No. 01856-39)				2014		2015												Expenditures Beyond 2015	
Construction Contract (City's Share of CR Project)	\$635,000.00	\$0.00	\$635,000.00																\$635,000
County Coordination, Design, Bidding, Construction Management, and Inspection	\$127,000.00	\$19,722.75	\$107,277.25	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$72,277
<b>Total Cost</b>	<b>\$762,000.00</b>	<b>\$19,722.75</b>	<b>\$742,727.25</b>	<b>\$2,500</b>	<b>\$2,500</b>	<b>\$2,500</b>	<b>\$2,500</b>	<b>\$2,500</b>	<b>\$2,500</b>	<b>\$2,500</b>	<b>\$2,500</b>	<b>\$707,277</b>							
Right-of-Way Aquisition (WSB Project No. 01856-321)				2014		2015												Expenditures Beyond 2015	
Easement Acquisition	\$565,000.00	\$0.00	\$565,000.00											\$565,000					\$0
Subconsultants	\$16,655.00	\$5,009.58	\$11,645.42	\$5,000	\$2,490														\$4,155
ROW Services/Title Docs	\$97,715.00	\$33,782.50	\$63,932.50	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$3,372								\$25,561
<b>Total Cost</b>	<b>\$679,370.00</b>	<b>\$38,792.08</b>	<b>\$640,577.92</b>	<b>\$10,000</b>	<b>\$7,490</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$3,372</b>	<b>\$565,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$29,716</b>
Sanitary Sewer Treatment Site Improvements (Wenck Project No. 2456)				2014		2015												Expenditures Beyond 2015	
Construction Contract	\$1,978,000.00	\$0.00	\$1,978,000.00									\$50,000	\$100,000	\$225,000	\$300,000	\$400,000	\$400,000	\$250,000	\$253,000
Property Acquisition	\$500,000.00	\$500,000.00	\$0.00																
EAW Preparation	\$28,000.00	\$0.00	\$28,000.00		\$15,000														
MPCA Permitting, Design, Bidding, Construction Management, and Inspection	\$334,525.00	\$153,025.00	\$181,500.00	\$5,500	\$15,000	\$9,820	\$6,320	\$3,070	\$7,675	\$7,675	\$18,420	\$23,025	\$23,025	\$23,025	\$10,745	\$4,605	\$3,070		\$20,525
<b>Total Cost</b>	<b>\$2,840,525.00</b>	<b>\$653,025.00</b>	<b>\$2,187,500.00</b>	<b>\$5,500</b>	<b>\$30,000</b>	<b>\$13,820</b>	<b>\$9,320</b>	<b>\$6,070</b>	<b>\$10,675</b>	<b>\$7,675</b>	<b>\$68,420</b>	<b>\$123,025</b>	<b>\$248,025</b>	<b>\$323,025</b>	<b>\$410,745</b>	<b>\$404,605</b>	<b>\$253,070</b>		<b>\$273,525</b>
<b>Grand Total</b>				2014		2015												Expenditures Beyond 2015	
Sanitary Sewer Improvement Project (WSB Project No. 01856-41 & 01856-324)	\$2,796,000.00	\$177,140.45	\$2,618,859.55	\$7,000	\$6,500	\$5,000	\$2,500	\$5,000	\$5,000	\$5,000	\$15,000	\$170,000	\$270,000	\$351,500	\$277,076	\$220,000	\$185,000		\$1,094,284
Levee Improvements (WSB Project No. 01856-320, 01856-322, 01856-323, 01856-325, 01856-326)	\$3,246,360.00	\$1,012,454.61	\$2,233,905.39	\$12,500	\$20,000	\$15,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$205,000	\$255,000	\$305,000	\$160,000	\$210,000	\$260,000		\$766,405
Local Road Improvements (WSB Project No. 01856-40)	\$1,740,000.00	\$52,755.50	\$1,687,244.50	\$12,500	\$7,500	\$7,500	\$7,500	\$5,000	\$5,000	\$5,000	\$20,000	\$20,000	\$25,000	\$25,000	\$25,000	\$15,000	\$15,000		\$1,492,245
County Road Project Management (WSB Project No. 01856-39)	\$762,000.00	\$19,722.75	\$742,727.25	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500		\$707,277
Right-of-Way Aquisition (WSB Project No. 01856-321)	\$679,370.00	\$38,792.08	\$640,577.92	\$10,000	\$7,490	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$3,372	\$565,000	\$0	\$0	\$0	\$0	\$0		\$29,716
Sanitary Sewer Treatment Site Improvements (Wenck Project No. 2456)	\$2,840,525.00	\$653,025.00	\$2,187,500.00	\$5,500	\$30,000	\$13,820	\$9,320	\$6,070	\$10,675	\$7,675	\$68,420	\$123,025	\$248,025	\$323,025	\$410,745	\$404,605	\$253,070		\$273,525
<b>Total Cost</b>	<b>\$12,064,255.00</b>	<b>\$1,953,890.39</b>	<b>\$10,110,364.61</b>	<b>\$50,000</b>	<b>\$73,990</b>	<b>\$48,820</b>	<b>\$31,820</b>	<b>\$28,570</b>	<b>\$33,175</b>	<b>\$30,175</b>	<b>\$114,292</b>	<b>\$1,085,525</b>	<b>\$800,525</b>	<b>\$1,007,025</b>	<b>\$875,321</b>	<b>\$852,105</b>	<b>\$715,570</b>		<b>\$4,363,452</b>

Notes:  
 1. All construction and easement acquisitions costs are approximate until bidding or acquisition occurs.  
 2. Expenditures are shown in the month the City would receive the invoice.  
 3. The County Road 21 Reconstruction project costs does not include the County's cost for the project.

City of Afton  
3033 St. Croix Trl, P.O. Box 219  
Afton, MN 55001

## Meeting Date Feb.17, 2015

### Council Action Memo

To: Mayor Bend and Members of the City Council  
From: Ron Moorse, City Administrator  
Date: February 9, 2015  
Re: Renewal of Animal Control Services Contract with Kathi Pelnar - **Resolution 2015-13**

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The City currently has a contract with Kathi Pelnar for animal control services. The contract has a two year term ending on February 15, 2015. A new two-year contract with a February 28, 2017 termination date is attached for the Council's consideration. The new contract retains the same fee schedule as the current contract.

The League of Minnesota Cities' contract attorney has reviewed the contract and noted that the contract does not include minimum insurance requirements. He has recommended the contract be updated to include required insurance coverage amounts. The contract has been updated to include minimum coverage of \$500,000 for both commercial general liability coverage and vehicle liability coverage. Ms. Pelnar currently has these coverage amounts in place.

The updated contract and a resolution regarding the renewal of the contract are attached for Council consideration.

**Council Action Requested:**

**Motion regarding the adoption of a resolution renewing the animal control services contract with Kathi Pelnar.**

## CONTRACT FOR ANIMAL CONTROL SERVICES

**THIS AGREEMENT**, made this **17th day of February, 2015** by and between **Kathi Pelnar** (hereinafter referred to as "the Contractor"), and the **City of Afton**, a municipal corporation located within the County of Washington and the State of Minnesota (hereinafter referred to as "the City").

**WITNESSETH**, in consideration of the covenants and agreements hereinafter set forth, it is mutually agreed by and between the parties hereto as follows:

1. This agreement shall be effective as of **February 17, 2015**, and shall continue in effect until **February 28, 2017**, unless otherwise cancelled pursuant to Paragraph 15, hereof.
  2. The Contractor shall provide services in accordance with the attached Fee Schedule (ANIMAL CONTROL PROPOSAL). Contractor shall be directly responsible to the City Council of the City of Afton. The Contractor further agrees to ensure service and maintain said equipment in good working order.
  3. Any call out after the Contractor's scheduled workday shall be paid at the rate specified within the attached schedule (ANIMAL CONTROL PROPOSAL). No patrolling is required.
  4. The Contractor shall provide liability insurance on her automobile and shall provide her own automobile for purposes of supplying the services provided under the terms of this contract. The contractor shall provide automobile liability insurance in the minimum of \$500,000 per occurrence combined single limit for bodily injury and property damage.
  5. The contractor shall provide a minimum of \$500,000 in commercial general liability insurance and name the city as an additional insured.
  6. The contractor shall meet the requirements of the Minnesota workers' compensation law.
  7. The City authorizes the Contractor to apprehend and retain dogs and other animals, and/or issue citation tags for violations of the City Ordinances related thereto. However, the Contractor shall not invade private property contrary to the wishes of an owner of said property, nor forcibly take an animal from any person, without the approval and assistance of a Peace Officer of the City.
  8. The Contractor shall respond as soon as practicable to any call, reported during service response hours, involving a bite case or injured animal reported through the Sheriff's Department or the City Office.
  9. The Contractor shall provide a monthly report to the City which indicates the number of animals impounded, warning letters and violation notices issued, and any other such information as requested by the City.
  10. All animals impounded shall be kept at a licensed animal shelter facility to be designated by the City. The City designates **Hillcrest Animal Hospital**, 1320 County Road D Circle, Saint Paul, MN 55109 (651) 484-7211.
- While in her custody, the Contractor agrees and warrants that all animals impounded shall be kept in a comfortable and humane manner. It is mutually agreed that the Contractor may temporarily board at an emergency facility if access and/or treatment that is not immediately available at the contract facility is not accessible & the City agrees to pay any fees incurred. All captured wildlife is to be delivered to an appropriate wildlife center as determined by the Contractor with report to be provided to the City.
11. The Contractor shall supply her own automobile and equipment necessary for Animal Control Services as may be determined by the City Council for the Municipality. The Contractor shall also supply a copy of her automobile and general liability insurance policy annually to the City Clerk.

12. The impounding facility will charge the animal owner a City fee for each occurrence when they retrieve their animal. The fee will then be sent to the municipality.
13. The Contractor shall keep all records of all animals impounded, together with a description of each animal, in a manner specified by the City Council.
14. Attached hereto is a list/schedule of fees, charges and service performance criteria. The same is incorporated by reference herein.
12. The Contractor shall assume all liability for all harmed animals due to her negligence or that of her employees, in not properly caring for same, and agrees to defend all lawsuits arising there from. The Contractor agrees to defend and indemnify and hold the City harmless, including its officers, employees, or agents, from any and all claims, suits, losses, damages, or expenses on account of bodily injury, sickness, disease, or death and of property damage including injury to animals as a result of, or alleged to be as a result of the Contractor's Animal Control Operation.
13. The Contractor agrees that during the period of time of this Contract, she will not, within the State of Minnesota or elsewhere, discriminate against any employee or applicant for employment, because of race, color, creed, sex, national origin, or ancestry, and will include a similar provision in all subcontracts entered into for the performance hereof. This paragraph is inserted into the Contract to comply with the provisions of MN State Statutes.
14. Either party hereto may cancel this Contract after sixty (60) days written notice thereof to the other party.
15. It is understood and agreed that the Contractor is not an employee of the City but is an Independent Contractor, solely responsible for her own payment of federal, state and Social Security withholding taxes. Further, the Contractor provides her own equipment excepting for some equipment that may be made available for her use by the municipality at its discretion. The Contractor at no time shall hold herself out as an employee of the municipality but will always identify herself as an Independent Contractor.
16. The Municipality shall provide to the Contractor the following materials:
  - a. Map of the City.
  - b. Copy of City Ordinances as pertains to animal control.
  - c. Sheriff contact procedures.
  - d. City Office hours.
  - e. Bi monthly listing of dog &/or cat licenses.
  - f. Contact information on any and all special animal related situations sanctioned by the municipality (ie. TNR colonies/ commercial kennels and their caretakers).

CONTRACTOR:

By: \_\_\_\_\_

CITY OF AFTON:

By: \_\_\_\_\_  
 Ronald J. Moorse, City Administrator

By: \_\_\_\_\_  
 Richard Bend, Mayor, City of Afton

**RESOLUTION 2015-13**

CITY OF AFTON  
WASHINGTON COUNTY, MINNESOTA

**RESOLUTION APPROVING A 2015 – 2017 CONTRACT RENEWAL  
WITH KATHI PELNAR FOR ANIMAL CONTROL SERVICES**

**WHEREAS**, the City of Afton seeks animal control services; and

**WHEREAS**, the City has an existing contract with Kathi Pelnar for animal control services; and

**WHEREAS**, Kathi Pelnar has provided a renewal contract for the period of February 16, 2015 through February 28, 2017 with the 2013-2014 (existing) fee schedule; and

**WHEREAS**, the League of Cities' contract attorney has recommended insurance requirements that are now spelled out in the contract; and

**WHEREAS**, the City Council has reviewed the renewal contract and the existing fee schedule and accepts it as part of the 2015-2017 Contract.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Afton that the 2015-2017 contract with Kathi Pelnar is hereby approved.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 17th DAY OF FEBRUARY, 2015.**

**SIGNED:**

\_\_\_\_\_  
Richard Bend, Mayor

**ATTEST:**

\_\_\_\_\_  
Ronald J. Moorse, City Administrator

Motion by:

Second by:

Palmquist:

Richter:

Ross:

Nelson:

Bend:

City of Afton  
3033 St. Croix Trl, P.O. Box 219  
Afton, MN 55001

## Meeting Date Feb. 17, 2015

### Council Action Memo

To: Mayor Bend and Members of the City Council  
From: Ron Moorse, City Administrator  
Date: February 9, 2015  
Re: Certified Local Government Grant Application – **Resolution 2015-17**

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The Afton Design Review/Heritage Preservation Commission (DR/HPC) has identified thirteen properties as meriting local designation as historic landmarks. The local designation process involves the nomination of properties for review by the State Historic Preservation Office. The nomination process involves considerable historic research to enable the completion of a nomination form for each property. The DR/HPC would like to hire a consultant to conduct the historic research and complete the nomination forms. The cost of the consultant work for thirteen properties is estimated at \$20,000.

The DR/HPC has applied for a Legacy Grant in the amount of \$10,000, and has also applied for a Certified Local Government (CLG) Grant in the amount of \$10,000 to provide the remainder of the required funding and to provide the required cash match for the Legacy Grant. The historic research work is contingent on obtaining the grant funding. The consultant would be selected through an RFP process, and the Council would need to approve the hiring.

The CLG grant application requires an indication of the Council's support of the grant application. A resolution indicating the Council's support of the grant application is attached for the Council's consideration.

#### **Council Action Requested:**

**Motion regarding the adoption of a resolution indicating the Council's support of an application for a Certified Local Government Grant to fund the local designation process for thirteen properties.**

**RESOLUTION 2015-17**

**CITY OF AFTON  
WASHINGTON COUNTY, MINNESOTA**

**RESOLUTION OF SUPPORT FOR AN APPLICATION FOR A CERTIFIED LOCAL GOVERNMENT GRANT  
TO PROVIDE FUNDING FOR THE NOMINATION OF HISTORIC PROPERTIES FOR LOCAL  
DESIGNATION**

**WHEREAS**, there are numerous historic properties in Afton; and

**WHEREAS**, the Afton Design Review/Heritage Preservation Commission (DR/HPC) has identified thirteen properties as meriting local designation as historic landmarks; and

**WHEREAS**, the local designation process involves the nomination of properties for review by the State Historic Preservation Office; and

**WHEREAS**, the nomination process involves considerable historic research to enable the completion of a nomination form for each property; and

**WHEREAS**, the DR/HPC would like to hire a consultant to conduct the historic research and complete the nomination forms; and

**WHEREAS**, the cost of the consultant work for thirteen properties is estimated at \$20,000; and

**WHEREAS**, the DR/HPC has applied for a Legacy Grant in the amount of \$10,000, and would like to apply for a Certified Local Government Grant in the amount of \$10,000 to provide the remainder of the required funding and to provide the required cash match for the Legacy Grant.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Afton that the Council hereby supports the application for a Certified Local Government Grant to enable the nomination of thirteen properties for local designation as historic landmarks.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 17<sup>TH</sup> DAY OF FEBRUARY, 2015.**

**SIGNED:**

\_\_\_\_\_  
Richard Bend, Mayor

**ATTEST:**

\_\_\_\_\_  
Ronald J. Moore, City Administrator

Motion by:

Second by:

Palmquist:

Richter:

Ross:

Nelson:

Bend:

City of Afton  
3033 St. Croix Trl, P.O. Box 219  
Afton, MN 55001

**Meeting Date Feb. 17, 2015**

## **Council Action Memo**

To: Mayor Bend and Members of the City Council  
From: Ron Moorse, City Administrator  
Date: February 12, 2015  
Re: Lower St. Croix Valley Firefighters Relief Association Request for Pension Benefit Increase –  
**Resolution 2015-18**

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The Lower St. Croix Valley Firefighters Relief Association approved an increase in its maximum pension benefit from \$3,100 per year of service to \$3,250 per year of service. The Association is now requesting the member cities of the Lower St. Croix Valley Fire Department Joint Powers Agreement to approve the pension increase. Attached are materials regarding the pension benefit increase that were provided at the Relief Association's meeting with member cities on January 29.

There is no cost to the member cities related to the pension benefit increase, unless the pension fund experiences a funding deficit. While the Relief Association has only had one funding deficit in its history, which occurred during the recent economic downturn, there is always the possibility of a similar occurrence. When there is a funding deficit, the member cities are required to provide sufficient funding to eliminate the deficit over a ten year period. The recent funding deficit was eliminated in four years through city funding and improved investment earnings. The cost to Afton was \$30,398 over four years.

The pension fund currently has a funding surplus of 24%. This surplus is the basis of being able to fund the pension benefit increase. At the Relief Association's meeting with the member cities on January 29, the Lakeville Finance Director, who was at the meeting at the invitation of the Relief Association, indicated fire pension benefit increases were historically requested and approved when there was a surplus of 10% to 15% in the pension fund. Since the widespread experience with the pension deficits caused by the recent economic downturn, Relief Associations are now more conservative in requesting pension increases, and now want to have a surplus of 20% to 30% in the pension fund at the time a benefit increase is requested.

If the Council is supportive of the pension benefit increase, a resolution approving the requested increase is attached for the Council's consideration.

### **Council Action Requested:**

**Motion regarding the adoption of a resolution approving a pension benefit of \$3,250 per year of service for the Lower St. Croix Valley Fire Relief Association.**

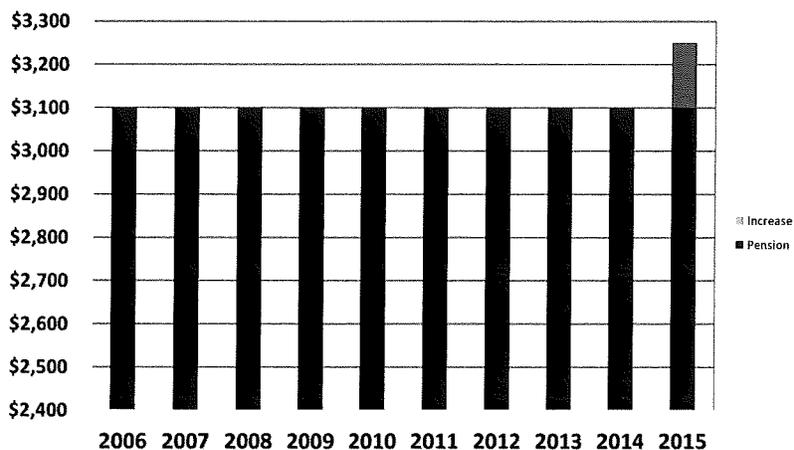
# Lower St. Croix Valley Firefighters Relief Association



Proposed Pension Benefit  
\$3,250 per year of Service

## Lower St. Croix Valley Firefighters Relief Association

Proposed Pension Benefit \$3,250 per year of Service



**Lower St. Croix Valley Firefighters Relief  
Association**

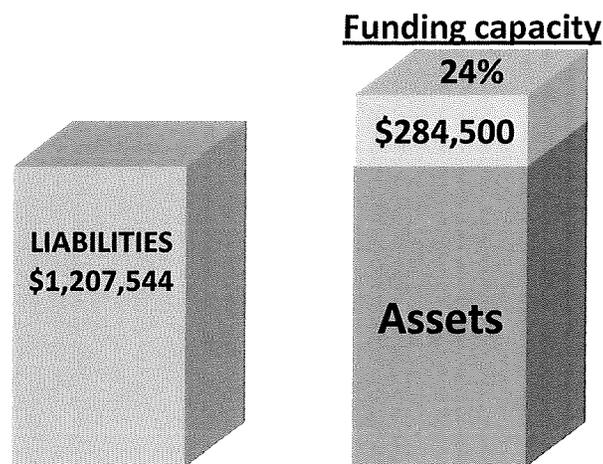
***Reasonable Expectation of***

**City Financial Obligation**

**\$ 0**

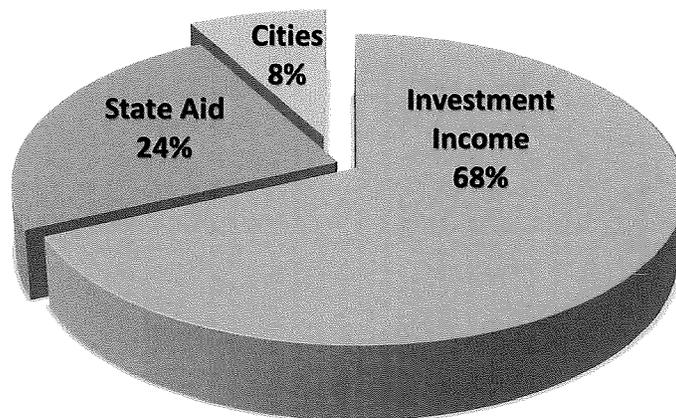
***for foreseeable future***

**Lower St. Croix Valley Firefighters Relief  
Association**



### Lower St. Croix Valley Firefighters Relief Association

5 Year Total

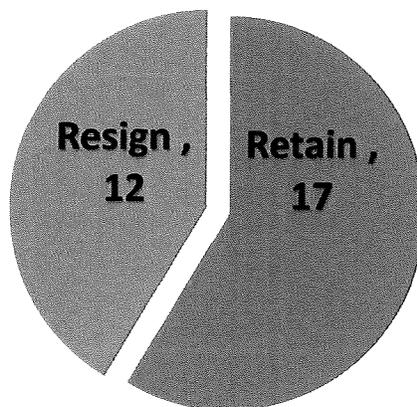


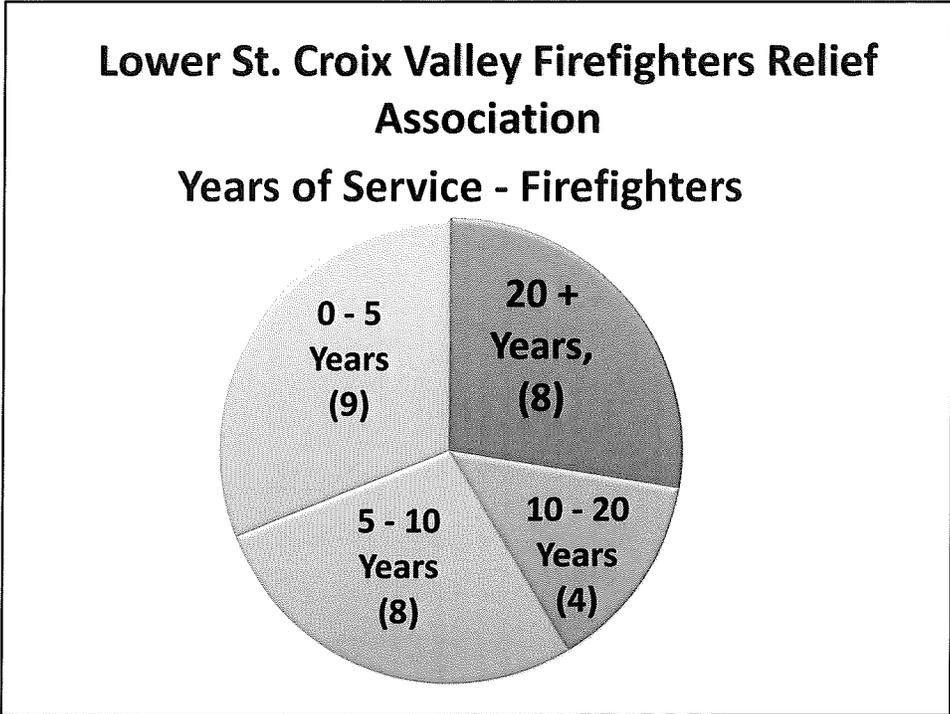
City obligation 2014 + 2015 = \$ 0

### Lower St. Croix Valley Firefighters Relief Association

#### RECRUIT – RETAIN

Last 10 Years





**Lower St. Croix Valley Firefighters Relief Association**  
**Firefighters Perspective**

	<u>Emergency</u>	<u>Training</u>
<b>Compensation</b> <i>(pay-event)</i>	\$8 – 13/hr	\$ 5 – 6 /hr
<b>Pension</b>	\$8 - 17/hr	\$8 - 17/hr

**Lower St. Croix Valley  
Firefighters Relief  
Association**



**Proposed Pension Benefit  
\$3,250 per year of Service**

**RESOLUTION 2015-18**

**CITY OF AFTON  
WASHINGTON COUNTY, MINNESOTA**

**A RESOLUTION APPROVING AN INCREASE IN THE PENSION BENEFIT FOR THE  
LOWER ST. CROIX VALLEY FIREFIGHTERS RELIEF ASSOCIATION**

**WHEREAS**, the Lower St. Croix Valley Firefighters Relief Association has approved a pension benefit of \$3,250 per year of service; and

**WHEREAS**, the Lower St. Croix Valley Firefighters Relief Association is requesting the member cities of the Lower St. Croix Valley Fire Department to approve a pension of \$3,250 per year of service in order to attract and retain firefighters.

**NOW, THEREFORE, BE IT RESOLVED THAT** the City Council of the City of Afton, County of Washington, Minnesota, does hereby approve the lower St. Croix Valley Firefighters Relief Association pension of \$3,250 per year of service effective December 9, 2014.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 17TH DAY OF  
FEBRUARY, 2015.**

**SIGNED:**

\_\_\_\_\_  
Richard Bend, Mayor

**ATTEST:**

\_\_\_\_\_  
Ronald J. Moorse, City Administrator

Motion by:

Second by:

Palmquist:

Richter:

Ross:

Nelson:

Bend:

City of Afton  
3033 St. Croix Trl, P.O. Box 219  
Afton, MN 55001

## Meeting Date Feb. 17, 2015

### Council Action Memo

To: Mayor Bend and Members of the City Council  
From: Ron Moorse, City Administrator  
Date: February 11, 2015  
Re: Grant Funding for Minimal Impact Design Standards – **Resolution 2015-19**

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The Middle St. Croix Watershed Management Organization has secured a Clean Water Fund Grant to assist communities in integrating Minimal Impact Design Standards (MIDS) into their local ordinances. The purpose of MIDS is to better protect local water resources. MIDS is a set of performance goals, design standards, and policy development guidance provisions developed by the MPCA. The attached resolution indicates the City will participate in the grant that will assist the City in integrating the MIDS standards into its policies and ordinances.

#### **Council Action Requested:**

**Motion regarding the adoption of a resolution indicating the Council's support of participation in the Clean Water Fund Grant that will assist the City in integrating the MIDS standards into its policies and ordinances.**

**RESOLUTION 2015-19**

CITY OF AFTON  
WASHINGTON COUNTY, MINNESOTA

**RESOLUTION REGARDING THE REVIEW AND REVISIONS OF ORDINANCE TO INTEGRATE  
MINIMAL IMPACT DESIGN STANDARDS**

**WHEREAS**, The Middle St. Croix Watershed Management Organization has secured a Clean Water Fund Grant to assist communities in integrating Minimal Impact Design Standards (MIDS) into local ordinances; and

**WHEREAS**, The City of Afton will follow the MIDS standards and provisions in the development of policy or ordinance changes; and

**WHEREAS**, these changes will achieve protection of our local water resources; and

**WHEREAS**, Minnesota Statutes 2009, Chapter 115.03 Subdivision 5c. authorized the Minnesota Pollution Control Agency (MPCA) to develop performance standards, design standards, and other tools to enable and promote the implementation of low-impact development and other storm water management techniques; and

**WHEREAS**, pursuant to the authority in Minnesota Statutes, Chapter 115.03 Subdivision 5c, MPCA developed a set of performance goals, design standards, and policy development guidance provisions known as the Minimal Impact Design Standards (MIDS).

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Afton that the City of Afton will participate in the grant to review and revise ordinances to integrate Minimal Impact Design Standards.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 17<sup>TH</sup> DAY OF FEBRUARY, 2015.**

**SIGNED:**

\_\_\_\_\_  
Richard Bend, Mayor

**ATTEST:**

\_\_\_\_\_  
Ronald J. Moore, City Administrator

Motion by:  
Second by:  
Palmquist:  
Richter:  
Ross:  
Nelson:  
Bend:

City of Afton  
3033 St. Croix Trl, P.O. Box 219  
Afton, MN 55001

## Meeting Date Feb. 17, 2015

### Council Action Memo

To: Mayor Bend and Members of the City Council  
From: Ron Moorse, City Administrator  
Date: February 9, 2015  
Re: Technology and High Speed Internet Access Committee

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At its January 20, 2015 meeting, the Council approved the creation of a Technology and High Speed Internet Access Committee, and directed staff to prepare a description of the Committee, including the purpose, membership, meeting schedule, etc. The Committee description is attached for the Council's consideration. Council member Ross provided a draft scope of work, and staff added a number of details to the scope. The description is somewhat less formal than the Natural Resources and Groundwater Committee. For example, the definition of a quorum is less formal, as the Committee may need to begin to operate with less than its authorized full membership.

#### **Council Action Requested:**

**Motion regarding the description of the Technology and High Speed Internet Access Committee.**

## **Technology and High Speed Internet Access Committee**

### **Purpose**

The Committee's overall purpose is to expand access to high speed internet service to as many properties in the City as possible, and to develop plans, policies and procedures for expanding internet service to serve future development.

### **Scope of Work**

The Committee's Scope of work is outlined below, and is subject to change based on member input, new information, and the annual work plan.

- 1) Contact the City's state representatives and ask them to aid in the process. (This should include following up with them regarding the information in steps 4, 5,6 and 7.)
- 3) Contact Century Link and Comcast Cable to establish a point of contact with them.
- 4) obtain service area information from Century Link and Comcast, and map out Afton showing existing internet connectivity to identify areas with poor to no service.
- 5) Compile a list of the "no to poor" service areas by street name.
- 6) Identify and develop action steps to address the economic and technical challenges to bringing service to those areas.
  - develop an understanding of the limitations in the franchise agreement with the cable company regarding the expansion of service to low density areas, and any statutory requirements that relate to the cable company's responsibility regarding the expansion of service.
    - Connect with cities in similar circumstances to find out what their broadband expansion strategies are and whether they have had success.
- 7) Source funding for improvements.
  - Become familiar with the Governor's broadband expansion initiative and possible funding available under this program.
  - Discuss with Century Link and Comcast cost-sharing for service expansion
- 8) Establish requirement to embed growth infrastructure techniques for future subdivisions.
- 9) Establish requirement to embed growth infrastructure in future road projects.
- 10) Report findings to the city Council every three months.

### **Composition; terms of members.**

The Technology and High Speed Internet Access Committee shall consist of six members. Members shall be appointed by the City Council for three-year terms so that no more than three of the appointments will expire on December 31 of each year. No member may serve more than two consecutive three-year terms unless the average years of service for all committee members is less than four years. A member who has served two terms may be reappointed by the City Council after a one-year absence.

### **Qualifications of members.**

Each member of the Technology and High Speed Internet Access Committee shall be a resident of the city. Wherever possible, committee members should represent all geographical areas of the city and a cross-section of the population of the city at the time of appointment.

**Removal of members.**

Any member of the Technology and High Speed Internet Access Committee may be removed by a four-fifths vote of the City Council, for cause. Cause shall include, but not be limited to, having more than three absences or more than one unexcused absence in any one calendar year. The council may consider exceptional circumstances when applying this rule.

**Officers.**

The Technology and High Speed Internet Access Committee shall elect a chairperson, a vice-chairperson and a secretary from among its appointed members at its regular meeting in January of each year, for a term of one year. The chairperson shall preside at all meetings of the committee, if present, and shall perform all other duties and functions assigned by the committee or the City Council. The vice-chairperson shall perform these duties in the absence of the chairperson. If a vacancy occurs in the chairperson's office, the vice-chairperson shall assume the chairperson's duties for the remainder of the year; and a new vice-chairperson shall be elected by the committee at a special election to be held at the next regularly scheduled committee meeting, after at least three days' written notice to each committee member. The secretary shall take the minutes of the committee meetings.

**Annual work plan.**

The Technology and High Speed Internet Access Committee shall meet with the City Council during the first quarter of each year to develop an annual work plan, including goals for the year, a scope of work, and points of interaction on projects.

**Regular meetings.**

(a) The Technology and High Speed Internet Access Committee shall determine a regular monthly meeting schedule, and the meetings will be noticed in the City Newsletter, on the City's website, and on the City's official bulletin board.

(b) No action shall be taken in the absence of a quorum except to adjourn the meeting to a subsequent date. A regular meeting may be canceled or rescheduled by the committee at a prior meeting or if there are no scheduled agenda items, ten days prior to the meeting.

(c) All action taken by the committee shall be by the affirmative vote of a majority of the members present.

**Special meetings.**

Special meetings of the Technology and High Speed Internet Access Committee shall be held in the city hall at a time and place designated or at a public place at the time designated and shall be called by the chairperson. Upon the written request of at least three members, the chairperson shall be required to call a special meeting to be held within seven days of the request. Written notice thereof shall be given to all members not less than three days in advance of the meeting.

**Quorum.**

A quorum of the Technology and High Speed Internet Access Committee shall consist of a majority of the currently appointed members.

**Voting.**

Each member of the Technology and High Speed Internet Access Committee attending any meeting shall be entitled to cast one vote. Voting shall be by voice vote. If any member shall have a personal interest of any kind in the matter then before the committee, he shall disclose this interest and be disqualified from voting upon the matter, and the secretary shall record in the minutes that no vote was cast by such member.

**Proceedings.**

At any regular meeting of the Technology and High Speed Internet Access Committee, the following shall be the regular order of business:

- (1) Roll call.
- (2) Minutes of the preceding meeting.
- (3) Public hearing as scheduled on the agenda.
- (4) Old and New Business as scheduled on the agenda.
- (5) Communications.
- (6) Adjournment.

**Rules of procedure.**

All meetings of the Technology and High Speed Internet Access Committee shall be conducted in accordance with the Revised Robert's Rules of Order.

**Agendas.**

The chairperson of the Technology and High Speed Internet Access Committee shall cause all items to be considered at any regular meeting to be placed on a written agenda by the city administrator five days before the meeting. The city administrator shall advise the chairperson of any matters the committee must consider by council directive, ordinance or statute and shall have prepared and mailed a written agenda of all meetings to all committee members no less than five days before each meeting.

**Records.**

Each formal action of the Technology and High Speed Internet Access Committee shall be recorded in the minutes of the meeting as a formal motion after an affirmative vote as provided in this division. The recommendations and findings of the committee shall be presented to the City Council at the next regularly scheduled City Council meeting. The record of meetings, actions and recommendations shall be transmitted to the city administrator for keeping and distribution.

**Member training.**

The Technology and High Speed Internet Access Committee members shall be encouraged to avail themselves of training courses offered by the city, the state and other government and public training agencies and the City Council shall budget for the reimbursement of expenses incurred in training each year.

<p><b>City of Afton</b>  <b>3033 St. Croix Trl, P.O. Box 219</b>  <b>Afton, MN 55001</b></p>
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## Meeting Date Feb. 17, 2015

### Council Action Memo

To: Mayor Bend and Members of the City Council  
 From: Ron Moorse, City Administrator  
 Date: February 10, 2015  
 Re: 4<sup>th</sup> of July Parade Committee Agreement – **Resolution 2015-11**

Prior to the January 20, 2015 Council meeting, the Afton Parade Committee (APC) had indicated the revised cooperative agreement between the city and the APC was acceptable with the following items to be addressed.

- 1) Add to the contract that the city will continue to carry liability insurance to cover their exposure from the parade.
- 2) Emphasize that the primary goal of the APC is to provide a service to the city and that any potential cost savings will come after a few years of being established.
- 3) Propose the first financial review be held in August, 2017 and any subsequent change in the city's payment be addressed then and every year thereafter. This way the APC will have survived the 2016 construction summer and have a good history regarding their financial position.
- 4) Split the city payment into two equal payments; the first on February 1<sup>st</sup> and the second on May 1<sup>st</sup>, this to address any cash flow issues with the APC.
- 5) Add city's responsibility to include parking area(s) setup, street closures, and related tear down after the parade.

Mayor Bend prepared a revised agreement in response to the five items listed above for the Council's discussion. The revised agreement, which is attached, was provided at the Council meeting. Council member Ross requested the Council continue action regarding the agreement to provide time for the APC to review the revised agreement.

#### Annual Funding

The one element of the agreement that is yet to be fully resolved is the annual funding for the parade from the City that is addressed in paragraph II line 3.

#### APC Proposed Language and Rationale

Stan Ross has provided the following language to address the funding issue in paragraph II line 3, as well as the following outline of the rationale for the language.

#### Proposed Language

"Afton agrees to pay APC a total of \$3,500 in two equal payments as described in paragraph III, line 1. In each succeeding year thereafter, Afton agrees to pay APC \$3,500 until such time that the APC's "Flag / Banner" fund reaches its goal of \$4,000 plus an additional \$5,000 at which time APC and Afton will re-negotiate Afton's following year's contribution. APC agrees that it will not pay any officers or regular employees of APC a wage or salary but is allowed to pay any sub-contractors to perform duties at the parade.

### Rationale for Proposed Language

The following is paragraph II, line 3 broken down into a few sections with comments:

- A) “Sixty days prior to July 4<sup>th</sup>, 2015 Afton agrees to pay APC \$3,500.
- B) In each succeeding year thereafter through 2018, Afton agrees to pay APC an amount, if any, equal to the \$3,500 minus any positive net amount remaining on APC’s books following payment of the previous year’s parade expenses plus the sum of all fund raising proceeds and other income raised by APC prior to July 1<sup>st</sup> of the following year.”
- C) “APC agrees that through July 1<sup>st</sup>, 2018 it will not pay any officers or regular employees of APC a wage or salary”
- D) “and will not cause the parade to incur any expense that is different in kind or amount from the expenses which the parade has historically incurred when run by Afton without obtaining prior written approval from Afton”.

#### Comments:

Line A) paragraph III, line 1 it reads “The City of Afton agrees to pay the Afton Parade Committee Three Thousand Five Hundred dollars, payable in two equal installments” which addresses our request for two payments, does this need to be copied to paragraph II, line 3?

Line B) Besides organizing and running the 4<sup>th</sup> of July parade, the APC’s next goal is to build up a reserve fund to pay for the recurring flag / banner cost plus have a reserve for any unknowns. Historically the city has paid for the flag – banners on a five to six year cycle at a cost of approximately \$4000. If the city’s contribution decreases by the amount of cash on hand each year we will net out at zero and can’t fund these reserves, therefore we request that we are allowed to retain all cash reserves and that the city’s contribution remains the same for the foreseeable future. The APC understands that the city would like to eventually reduce its contribution but we need time to build up our reserves. We would be very happy to present a financial statement each year to the CC for review and discussion. We feel that once we prove we can achieve our goal of maintaining a reserve we can address reducing the city’s contribution.

Line C) The APC would agree to this statement for its officers and we do not anticipate having any employees. We will be using several sub-contractors like the off duty deputies, food vendors, etc. We will also be paying a sub-contractor to raise sponsorship money.

Line D) Another important goal of the APC is to continuously improve the experience of the parade goers. As an example this year we may be able to get the East Ridge Marching Band. If this arrangement works out the APC will no doubt be making a donation to the band. We also plan to add two open air Trolleys to help move the crowd around the village. These are only two examples of items we want to add and hope to constantly improve each year.

### Mayor Bend Response to Proposed Language

Mayor Bend has discussed the funding language with Mr. Ross, and is preparing revised language regarding the funding. The revised language will be provided to the Council by email and hardcopies will be provided at the meeting.

Resolution

If the Council reaches agreement regarding the agreement language, a resolution regarding the agreement is attached for the Council's consideration.

**Council Action Requested:**

**Motion regarding the adoption of a resolution approving a Cooperative Agreement with the Afton Parade Committee, a non-profit organization.**

City of Afton & Afton Parade Committee

Fourth of July Parade Agreement

This agreement is made and entered into between the City Of Afton ("Afton") and the Afton Parade Committee, ("APC") a Minnesota non-profit organization, whose address is 14616 Afton Blvd. S., Afton, MN 55001 on \_\_\_\_\_, 201\_\_.

WHEREAS, Afton desires to cease engaging in active management or oversight of the Fourth of July parade which has historically taken place in Afton; and,

WHEREAS, APC desires provide services for the benefit of the City of Afton by promoting and holding an Afton Fourth of July parade in exchange for any licenses necessary to hold the parade and thirty-five hundred dollars;

NOW, THEREFORE, APC and Afton agree as follows:

- I. Relationship of Parties: The parties to this Agreement are not joint venturers, partners, agents nor representatives of each other, and have no legal relationship other than as contracting parties. APC shall not act or represent or hold itself out as having authority to act as an agent or partner of Afton or in any way bind or commit Afton to any obligations, without the prior written consent of Afton.
- II. APC's rights and responsibilities:

APC shall plan, direct and implement all aspects of a Fourth of July Parade on July 4<sup>th</sup> of each year during which this contract is in effect, including but not limited to the following:

  - 1) Conduct activities related to the parade, both prior to and immediately following the parade.
  - 2) The APC will pay for all expenses necessary to conduct the parade.
  - 3) Sixty days prior to July 4<sup>th</sup>, 2015 Afton agrees to pay APC \$3,500. In each succeeding year thereafter through 2018, Afton agrees to pay APC an amount, if any, equal to the \$3,500 minus any positive net amount remaining on APC's books following payment of the previous year's parade expenses plus the sum of all fund raising proceeds and other income raised by APC prior to July 1<sup>st</sup> of the following year. APC agrees that through July 1<sup>st</sup>, 2018 it will not pay any officers or regular employees of APC a wage or salary and will not cause the parade to incur any expense that is different in kind or amount from the expenses which the parade has historically incurred when run by Afton without obtaining prior written approval from Afton.
  - 4) Prior to the parade the committee shall have the right and obligation to:
    - a) Solicit sponsorship for the parade from companies and individuals.
    - b) Arrange with Washington County a parade permit for Co. Rd. 21 in the Old Village of Afton.
    - c) Arrange with Washington County to have the required number of off duty deputy sheriffs on site from 11:00 until 3:00, or as circumstances otherwise require.

- d) Arrange with Washington County to have to have the required number of squad cars on site from 11:00 until 3:00, or as circumstances otherwise require.
  - e) Comply with Washington County's road closure guidelines
  - f) Communicate with any contractors performing construction for Afton ("Afton Contractors") and coordinate with them, deferring to their requirements in all scheduling, traffic routing and other details of parade preparation and implementation.
  - g) Arrange for press releases regarding the event.
  - h) Arrange to have trash and recycle bins on the parade route and have them picked up after the event per the trash hauler's schedule.
  - i) Arrange to have Porta-Potties located throughout the parade route.
  - j) Install flags and banners along the route.
  - k) Arrange to have food vendors and entertainment in Town Square Park on July 4<sup>th</sup>.
  - l) Locate and organize volunteers.
- 5) During the parade APC will:
- a) Manage traffic in the Old Village.
  - b) Direct Washington County resources as required and/or permitted.
  - c) Determine the parade route.
  - d) Close roads in conjunction with Washington County, deferring to instructions from Afton Contractors.
  - e) Contract for food vendors and entertainment (collectively "Subcontractors") in Town Square Park, retaining for its own operating expenses all fees collected and directing the siting, appearance and performance of the Subcontractors.
- 6) Immediately after the parade APC will:
- a) Coordinate street clean up.
  - b) Coordinate Town Square Park clean up.
  - c) Remove flags and banners along the route.
- 7) APC agrees to purchase a commercial general liability insurance, providing coverage on an "occurrence," rather than a "claims made" basis, which policy shall include coverage for bodily injury, property damage, personal injury, contractual liability (applying to this contract), and independent Contractors. APC shall maintain a combined policy limit of at least \$500,000 per occurrence and \$1,000,000 aggregate, which limits may be satisfied by APC's basic policy or by the basic policy in combination with umbrella or excess policies so long as the coverage is at least as broad as required herein. Afton shall be named as an additional insured under all such policies.
- 8) APC shall have the right to use all personal property belonging to Afton which historically has been used for, and only for, conducting Afton's Fourth of July parade, including but not limited to Fourth of July flags and signage. APC agrees to and shall store at its own expense, maintain and replace all such property during the term of this agreement and return that property to Afton upon contract termination in at least as

good condition as it was in on contract inception. Any property obtained by APC to conduct the Afton Fourth of July Parade shall upon contract termination be delivered to Afton.

III. Afton's responsibilities:

- 1) The City of Afton agrees to pay the Afton Parade Committee Three Thousand Five Hundred dollars, payable in two equal installments, each in the amount of One Thousand Seven Hundred and Fifty dollars, the first due on February first, 2015, in the amount of and the second due on May first, 2015, to organize and operate its first 4<sup>th</sup> of July parade. Payments in subsequent years, if any, shall be made only following informal review of the books of APC by the City. Any request by APC for additional funds shall be made in sufficient time to permit the City to terminate this agreement following consideration of the request in the ordinary course at regularly schedule council meetings and with sufficient time to terminate this agreement pursuant to its terms if the City decides not to provide the funds.
- 2) The City of Afton agrees that all money collected from sponsors, vendor fees and any other miscellaneous fees remain the property of APC and that APC is allowed to utilize those funds as necessary to operate the parade and associated costs.
- 3) The City of Afton agrees to allow free use of Town Square Park during the event.
- 4) The City of Afton agrees to pump and clean the outhouse in Town Square Park prior to the event.
- 5) The City of Afton agrees to allow APC and its Subcontractors the use of electric power for the event.
- 6) If required in addition to APC's insurance, the City of Afton agrees to provide proof of insurance to APC to be forwarded to Washington County for the parade permit.
- 7) The City of Afton will carry coverage insuring itself against liability for bodily injury, property damage or personal injury caused by or arising out of its or its appointees', employees' or invitees' acts or omissions while acting in furtherance of Fourth of July activities.
- 8) The City of Afton will be responsible for and will arrange demarcation of parking areas, street closures and post parade tear down of any materials provided by the City. Selection of parking areas, designation of street closures and any materials provided will be done in coordination with APC, but in the sole discretion of the City.

IV. General Provisions:

- 1) Term of Agreement: This agreement shall be effective from the date first set forth above through the date of termination.
- 2) Termination: This Agreement may be terminated (i) by either party upon breach by the other party of any of the material provisions of this Agreement, which breach remains uncured for twenty (20) days from the date of receipt of written notice from the non-breaching party to the other party specifying such breach; (ii) immediately upon written notice by the APC if APC engages in unauthorized activities including, but not limited to, unauthorized uses of City Property or City's name or activities which

jeopardize the tax-exempt status of the APC and the APC does not cure within five (5) days upon receiving notice (or without notice or cure period if incurable or the assets of APC are at risk); (iii) by the mutual written agreement of the parties; or (iv) by either party giving notice of cancellation to the other at least 180 days prior to the next occurring July 4<sup>th</sup>.

- 3) Assignment. Neither party may assign this Agreement without the prior written consent of the other party, which consent shall not be unreasonably withheld or delayed. Any non-approved assignment or attempted assignment shall be null and void. This Agreement is binding upon, and inures to benefit of, the successors and permitted assigns of the parties.
- 4) Compliance with Laws. Each party may rely on the other party's compliance with all applicable laws. Violation of applicable law by a party which allows or permits said party to take any action under or pursuant to this Agreement which such party would not otherwise have been able to do or take, constitutes a breach of this Agreement.
- 5) Counterparts. This Agreement may be executed simultaneously in multiple counterparts, each of which is deemed an original, but all of which taken together constitute one and the same instrument. For purposes of execution and delivery, each [arty may rely upon the faxed signature of the other party.
- 6) Governing Law. The rights and obligations of the parties under this contract are governed by the laws of the State of Minnesota, including the Minnesota Uniform Commercial Code. Minnesota's choice of laws principles do not apply.
- 7) Headings. The headings contained in this Agreement are for convenient reference only, and shall not be considered substantive, nor affect the interpretation of this Agreement.
- 8) Interpretation. This Agreement must be fairly interpreted in accordance with its terms and without any strict construction in favor of or against either party. Any ambiguity shall not be interpreted against the drafting party. The words 'include,' 'includes' and 'including' shall be deemed to be followed by the phrase 'without limitation.' The word 'or' shall be deemed to mean 'and/or.'
- 9) Jurisdiction. APC irrevocably submits to the nonexclusive jurisdiction of any court of the State of Minnesota or the United States of America sitting in either St. Paul or Stillwater, Minnesota, in any action or proceeding arising out of or relating to this Agreement. All claims in respect of such action or proceeding may be heard and determined in any such court. APC irrevocably waives, to the fullest extent it may effectively do so, the defense of an inconvenient forum to the maintenance of such action or proceeding. Parties agree that a final judgment in any such action or proceeding shall be conclusive and may be enforced in other jurisdictions by suit on the judgment or in any other manner provided by law.
- 10) Modification and Waiver. No modification of this Agreement and no waiver of any breach of this Agreement will be effective unless in writing and signed by an authorized representative of the Party against whom enforcement is sought. No waiver of any

breach of this Agreement and no course of dealing between the Parties will be construed as a waiver of any subsequent breach of this Agreement.

- 11) Notices. Any notice permitted or required by this Agreement must be in writing and shall be deemed given when sent by registered or certified mail, return receipt requested, or overnight delivery, and addressed as follows:

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- 12) Severability. If any provision of this Agreement is held to be illegal, invalid or unenforceable under present or future laws effective during the term hereof, such provision shall be fully severable; this Agreement shall be construed and enforced as if such illegal, invalid or unenforceable provision had never comprised a part hereof; and the remaining provisions of this Agreement shall remain in full force and effect and shall not be affected by the illegal, invalid or unenforceable provision or by its severance from this Agreement. Furthermore, in lieu of each such illegal, invalid or unenforceable provision, there shall be added automatically as a part of this Agreement a provision as similar in terms to such illegal, invalid or unenforceable provision as may be possible and be legal, valid and enforceable.

- 13) Successors. Subject to the foregoing, this Agreement shall be binding upon, and inure to benefit of, the successors and permitted assigns of the parties hereto.

- 14) Survival. Any provision of this Agreement that requires performance or grants a benefit after termination of the Agreement shall be deemed to survive the termination of the Agreement.

**RESOLUTION 2015-20**

CITY OF AFTON  
WASHINGTON COUNTY, MINNESOTA

**A RESOLUTION APPROVING A COOPERATIVE AGREEMENT WITH THE  
AFTON PARADE COMMITTEE, A NON-PROFIT ORGANIZATION,  
FOR THE PLANNING AND OPERATION OF THE 4<sup>TH</sup> OF JULY PARADE**

- WHEREAS,** the Afton Parade Committee has been very active in the planning and operation of the 4<sup>th</sup> of July Parade and Celebration on a volunteer basis; and
- WHEREAS,** the key members of the Afton Parade Committee have formed a non-profit organization to take on all responsibility for the 4<sup>th</sup> of July Parade and to put the Committee into a better position to raise and utilize a greater amount of private donations to support and improve the parade; and
- WHEREAS,** the Afton Parade Committee has proposed a cooperative agreement setting out the responsibilities of the Committee and the City related to the day's parade and celebration events; and,
- WHEREAS,** the City Attorney and City Council have reviewed the cooperative agreement and the agreement has been revised to address concerns of both the Council and the Afton Parade Committee.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Afton does hereby approve the cooperative agreement with the Afton Parade Committee and authorizes the City Administrator to execute the Agreement.

**APPROVED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 17TH DAY OF  
FEBRUARY, 2015.**

**SIGNED:**

\_\_\_\_\_  
Richard Bend, Mayor

**ATTEST:**

\_\_\_\_\_  
Ronald J. Moorse, City Administrator

Motion by:  
Second by:  
Palmquist:  
Richter:  
Ross  
Nelson:  
Bend:

City of Afton  
3033 St. Croix Trl, P.O. Box 219  
Afton, MN 55001

## Meeting Date Feb. 17, 2015

### Council Action Memo

To: Mayor Bend and Members of the City Council  
From: Ron Moorse, City Administrator  
Date: February 11, 2015  
Re: Schedule Special Council Meeting

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There are three requirements to be met in order to obtain temporary financing for the downtown improvement projects. One is the completion of a feasibility report. This has been done. The second is the holding of an improvement hearing. This will be completed on February 24. The third is the ordering of the improvements. This can be done on February 24 upon the completion of the improvement hearing. To enable the Council to take this action, the meeting needs to be noticed as a Special Council meeting.

An additional item that may be on the Special Council meeting agenda is the award of the sale of the bonds for the temporary financing. Doug Green, of Springsted, Inc., will present additional information and options regarding the temporary financing at the February 17 Council meeting, and, based on Council direction, will then conduct a limited competitive RFP to obtain proposals for the bonds. If the proposals can be obtained in time for Council action at the February 24 Special Council meeting, the Council could award the sale of the bonds at that meeting. If the proposals cannot be obtained by then, a Special Council meeting could be scheduled for early March to award the sale of the bonds.

#### **COUNCIL ACTION REQUESTED:**

**Motion regarding scheduling a Special Council meeting to be held at 6:30 p.m. on Tuesday, February 24, at the Memorial Lutheran Church.**

City of Afton  
3033 St. Croix Trl, P.O. Box 219  
Afton, MN 55001

## Meeting Date Feb. 17, 2015

### Council Action Memo

To: Mayor Bend and Members of the City Council  
From: Ron Moore, City Administrator  
Date: February 10, 2015  
Re: Planning Commission Reappointments

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The terms of Barbara Ronningen and Judy Seeberger on the Planning Commission are expiring. Both have applied for reappointment to an additional three year term. Their reappointment applications are attached. The new terms will expire on February 15, 2018.

**Council Action Requested:**

**Motion regarding the reappointment of Barbara Ronningen and Judy Seeberger to additional three year terms on the Planning Commission expiring on February 15, 2018.**

RECEIVED

FEB 2 2015

CITY OF AFTON  
APPLICATION FOR APPOINTMENT TO A CITY  
COMMITTEE OR COMMISSION

CITY OF AFTON

DATE 1/28/15 PLEASE CHECK ONE:  New Application  Reappointment

NAME Barbara J Ronningen

ADDRESS 15324-11th St S AFTON, MN 55001  
(Provide P O Box if applicable)

HOME PHONE 651-436-5881 CELL — WORK —

EMAIL ADDRESS bjronningen@yahoo.com

YEARS AS AFTON RESIDENT 31 WARD # 4

1. COMMITTEE OR COMMISSION YOU ARE APPLYING FOR?  
Planning

2. CURRENT OR PREVIOUS PARTICIPATION ON AFTON CITY OR CIVIC  
COMMITTEES, COMMISSIONS, PROJECTS: Planning Commission N/Oy 15  
Natural Resources & Groundwater ~3yrs.

3. OTHER CITIZEN, PROFESSIONAL OR POLITICAL EXPERIENCE YOU FEEL IS  
RELEVANT TO SERVING ON THIS COMMITTEE/COMMISSION:  
Wash. Co Hort. Society, No. Star Lily Society, Church leadership  
positions, Retired Demographer

4. WHAT DO YOU SEE AS THE CRITICAL OBLIGATION FOR A MEMBER OF THIS  
COMMITTEE/COMMISSION? To ensure that development in  
Afton is in accord with the Afton Comp Plan &  
ordinances, and that Afton's natural resources are preserved  
and protected esp. groundwater

(Please attach additional sheets if more space is needed to comment further regarding your interest or qualifications for this appointment.)

\*\*\* Please submit your application to \*\*\*

City of Afton  
3033 St. Croix Trail South  
PO Box 219  
Afton, MN 55001  
Or email: [deputyclerk@ci.afton.mn.us](mailto:deputyclerk@ci.afton.mn.us) or fax: (651) 436-1453

RECEIVED

FEB 2 2015

CITY OF AFTON

CITY OF AFTON  
APPLICATION FOR APPOINTMENT TO A CITY  
COMMITTEE OR COMMISSION

DATE 2/2/15 PLEASE CHECK ONE:  New Application  Reappointment

NAME Judy Seebeyer  
ADDRESS 135 Croixville Dr. S. AFTON, MN 55001  
(Provide P O Box if applicable)  
HOME PHONE 651-436-7968 CELL 651-492-3181 WORK \_\_\_\_\_  
EMAIL ADDRESS judy.milna@gmail.com  
YEARS AS AFTON RESIDENT 4 WARD # 4

1. COMMITTEE OR COMMISSION YOU ARE APPLYING FOR?

Planning Committee

2. CURRENT OR PREVIOUS PARTICIPATION ON AFTON CITY OR CIVIC COMMITTEES, COMMISSIONS, PROJECTS:

current member of Afton Planning Committee

3. OTHER CITIZEN, PROFESSIONAL OR POLITICAL EXPERIENCE YOU FEEL IS RELEVANT TO SERVING ON THIS COMMITTEE/COMMISSION:

Prior Commissioner on Bayport Planning Committee; Prior City Council member in Bayport; Current President of the Yellow Ribbon Network of Washington County; Current Member of Lower St. Croix Valley Fire Dept.

4. WHAT DO YOU SEE AS THE CRITICAL OBLIGATION FOR A MEMBER OF THIS COMMITTEE/COMMISSION?

Advise City Council on planning and land use issues ensuring the advice falls within the parameters of the Comprehensive Plan.

(Please attach additional sheets if more space is needed to comment further regarding your interest or qualifications for this appointment.)

\*\*\* Please submit your application to \*\*\*

City of Afton  
3033 St. Croix Trail South  
PO Box 219  
Afton, MN 55001  
Or email: [deputyclerk@ci.afton.mn.us](mailto:deputyclerk@ci.afton.mn.us) or fax: (651) 436-1453

City of Afton  
3033 St. Croix Trl, P.O. Box 219  
Afton, MN 55001

**Meeting Date Feb. 17, 2015**

## **Council Action Memo**

To: Mayor Bend and Members of the City Council  
From: Ron Moorse, City Administrator  
Date: February 11, 2015  
Re: Natural Resource and Groundwater Committee Appointments

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Jack Kollmer and Keith Hoffmann have applied to serve on the newly created Natural Resources and Groundwater Committee. Their applications were provided with agenda item 8. F. Staff has asked both to attend the February 17 Council meeting to provide an opportunity for the Council to meet them and become more familiar with their background and their interest in serving on the Committee. Mr. Kollmer plans to attend the Council meeting. Mr. Hoffmann is not available to attend the Council meeting but indicated he has a strong interest and background in water resources, and is very interested in serving on the Committee. He would be available to attend the March 17 Council meeting. If the Council decides to appoint one or both, the term should be a three-year term expiring on December 31, 2017.

### **Council Action Requested:**

**Motion regarding the appointment of Jack Kollmer and Keith Hoffmann each to a three year term on the Natural Resource and Groundwater Committee expiring on December 31, 2017.**

# **SUPPLEMENTAL PACKET**

For

**February 17, 2015 Regular Council Meeting**

**LIST OF LOCAL HISTORIC PLACES FOR LOCAL DESIGNATION NOMINATION-  
AFTON, MN**

<b>NAME</b>	<b>ADDRESS</b>	<b>P.I.D.</b>	<b>INVENTORY #</b>
<b>Squire House</b>	3390 St. Croix Trail S	22.028.20.14.0007	WA-AFC-010
<b>Ice House (behind Squire House)</b>	3390 St. Croix Trail S	22.028.20.14.0007	NA
<b>Brick School House</b>	15888 34 <sup>th</sup> St S	22.028.20.14.0038	NA
<b>Little Red House</b>	3192 St. Croix Trail S	22.028.20.11.0028	NA
<b>Afton Congregational Church (Afton Museum)</b>	3165 St. Croix Trail S	22.028.20.11.0004	WA-AFC-012
<b>Herb's Barber Shop</b>	3343 St. Croix Trail S	22.028.20.14.0012	NA
<b>Bank Building</b>	3321 St. Croix Trail S	22.028.20.14.0013	NA
<b>Blacksmith Shop</b>	15880 36th St.	22.028.20.14.0024	NA
<b>Afton Village Park (Town Square Park)</b>	Between 34 <sup>th</sup> St S and Upper 34 <sup>th</sup> St S & St. Croix Trail S	22.028.20.14.0041	NA
<b>Selma's Ice Cream Parlour</b>	3419 St. Croix Trail S	22.028.20.14.0006	NA
<b>Lerk's Bar</b>	3329 St. Croix Trail S	22.028.20.14.0014	NA
<b>Mount Hope Cemetery</b>	Upper 34 <sup>th</sup> St S	22.028.20.13.0017	NA
<b>Bissell Mounds</b>	12990 15 <sup>th</sup> St S	07.028.20.14.0002	NA

City of Afton & Afton Parade Committee

Fourth of July Parade Agreement

This agreement is made and entered into between the City Of Afton ("Afton" or "City") and the Afton Parade Committee, ("APC") a Minnesota non-profit organization, whose address is 14616 Afton Blvd. S., Afton, MN 55001 on \_\_\_\_\_, 201\_\_.

WHEREAS, Afton desires to cease engaging in active management or oversight of the Fourth of July parade which has historically taken place in Afton; and,

WHEREAS, APC desires provide services for the benefit of the City of Afton by promoting and holding an Afton Fourth of July parade in exchange for any licenses necessary to hold the parade and thirty-five hundred dollars;

NOW, THEREFORE, APC and Afton agree as follows:

I. Relationship of Parties: The parties to this Agreement are not joint venturers, partners, agents nor representatives of each other, and have no legal relationship other than as contracting parties. APC shall not act or represent or hold itself out as having authority to act as an agent or partner of Afton or in any way bind or commit Afton to any obligations, without the prior written consent of Afton.

II. APC's rights and responsibilities:

APC shall plan, direct and implement all aspects of a Fourth of July Parade on July 4<sup>th</sup> of each year during which this contract is in effect, including but not limited to the following:

- 1) Conduct activities related to the parade, both prior to and immediately following the parade.
- 2) The APC will pay for all expenses necessary to conduct the parade.
- 3) In 2015 Afton agrees to pay APC \$3,500 payable in two equal installments, each in the amount of One Thousand Seven Hundred and Fifty dollars, the first due on March first, 2015, and the second due on May first, 2015. In each succeeding year ~~thereafter through 2018~~, Afton agrees to pay APC \$3,500, reduced by the following:
  - a. ~~the amount remaining~~ the balance of cash and cash equivalents on APC's books after payment of all expenses related to the previous year's parade; (For purposes of this calculation, no balance in any dedicated account previously agreed by the City for periodic equipment replacement ("Dedicated Account") ~~previously agreed by the City~~ will be included in the calculation. In 2015, the only Dedicated Account agreed to by the City is the Street Banner Fund. The maximum amount allowed to be accumulated in the Street Banner Fund is \$4,000. —One half of each payment by the City after 2015 shall be due on February first and the second half payable on March first. APC agrees it will use agreed upon Dedicated Account funds only for their designated purposes.)

- b. any wages, salaries or other benefits or compensation paid by APC to its officers, directors, employees, or family members of any of them; and,
- c. expenses that are different in kind or amount from the expenses which the parade has historically incurred, except as contained in and agreed to by the City in writing following submittal by APC to the City of a proposed budget in the form of the attached 2015 Parade Budget Estimate.

d. One half of each annual payment by the City after 2015 shall be due on February first with the second half payable on March first.

- 4) Prior to the parade the committee shall have the right and obligation to:
  - a) Solicit sponsorship for the parade from companies and individuals.
  - b) Arrange with Washington County a parade permit for Co. Rd. 21 in the Old Village of Afton.
  - c) Arrange with Washington County to have the required number of off duty deputy sheriffs on site from 11:00 until 3:00, or as circumstances otherwise require.
  - d) Arrange with Washington County to have to have the required number of squad cars on site from 11:00 until 3:00, or as circumstances otherwise require.
  - e) Comply with Washington County's road closure guidelines
  - f) Communicate with any contractors performing construction for Afton ("Afton Contractors") and coordinate with them, deferring to their requirements in all scheduling, traffic routing and other details of parade preparation and implementation.
  - g) Arrange for press releases regarding the event.
  - h) Arrange to have trash and recycle bins on the parade route and have them picked up after the event per the trash hauler's schedule.
  - i) Arrange to have Porta-Potties located throughout the parade route.
  - j) Install flags and banners along the route.
  - k) Arrange to have food vendors and entertainment in Town Square Park on July 4<sup>th</sup>.
  - l) Locate and organize volunteers.
- 5) During the parade APC will:
  - a) Manage traffic in the Old Village.
  - b) Direct Washington County resources as required and/or permitted.
  - c) Determine the parade route.
  - d) Close roads in conjunction with Washington County, deferring to instructions from Afton Contractors.
  - e) Contract for food vendors and entertainment (collectively "Subcontractors") in Town Square Park, retaining for its own operating expenses all fees collected and directing the siting, appearance and performance of the Subcontractors.
- 6) Immediately after the parade APC will:
  - a) Coordinate street clean up.

- b) Coordinate Town Square Park clean up.
- c) Remove flags and banners along the route.
- 7) APC agrees to purchase a commercial general liability insurance, providing coverage on an "occurrence," rather than a "claims made" basis, which policy shall include coverage for bodily injury, property damage, personal injury, contractual liability (applying to this contract), and independent Contractors. APC shall maintain a combined policy limit of at least \$500,000 per occurrence and \$1,000,000 aggregate, which limits may be satisfied by APC's basic policy or by the basic policy in combination with umbrella or excess policies so long as the coverage is at least as broad as required herein. Afton shall be named as an additional insured under all such policies.
- 8) APC shall have the right to use all personal property belonging to Afton which historically has been used for, and only for, conducting Afton's Fourth of July parade, including but not limited to Fourth of July flags and signage. APC agrees to and shall store at its own expense, maintain and replace all such property during the term of this agreement and return that property to Afton upon contract termination in at least as good condition as it was in on contract inception. Any property obtained by APC to conduct the Afton Fourth of July Parade shall upon contract termination be delivered to Afton.

III. Afton's responsibilities:

- 1) The City of Afton agrees to pay the Afton Parade Committee Three Thousand Five Hundred dollars, payable in two equal installments, each in the amount of One Thousand Seven Hundred and Fifty dollars, the first due on February first, 2015, in the amount of and the second due on May first, 2015, to organize and operate its first 4<sup>th</sup> of July parade. Payments in subsequent years, if any, shall be made only following informal review of the books of APC by the City. Any request by APC for additional funds shall be made in sufficient time to permit the City to terminate this agreement following consideration of the request in the ordinary course at regularly schedule council meetings and with sufficient time to terminate this agreement pursuant to its terms if the City decides not to provide the funds.
- 2) The City of Afton agrees that all money collected from sponsors, vendor fees and any other miscellaneous fees remain the property of APC and that APC is allowed to utilize those funds as necessary to operate the parade and associated costs.
- 3) The City of Afton agrees to allow free use of Town Square Park during the event.
- 4) The City of Afton agrees to pump and clean the outhouse in Town Square Park prior to the event.
- 5) The City of Afton agrees to allow APC and its Subcontractors the use of electric power for the event.

- 6) If required in addition to APC's insurance, the City of Afton agrees to provide proof of insurance to APC to be forwarded to Washington County for the parade permit.
- 7) The City of Afton will carry coverage insuring itself against liability for bodily injury, property damage or personal injury caused by or arising out of its or its appointees', employees' or invitees' acts or omissions while acting in furtherance of Fourth of July activities.
- 8) The City of Afton will be responsible for and will arrange demarcation of parking areas, street closures and post parade tear down of any materials provided by the City. Selection of parking areas, designation of street closures and any materials provided will be done in coordination with APC, but in the sole discretion of the City.

#### IV. General Provisions:

- 1) Term of Agreement: This agreement shall be effective from the date first set forth above through the date of termination.
- 2) Termination: This Agreement may be terminated (i) by either party upon breach by the other party of any of the material provisions of this Agreement, which breach remains uncured for twenty (20) days from the date of receipt of written notice from the non-breaching party to the other party specifying such breach; (ii) immediately upon written notice by the APC if APC engages in unauthorized activities including, but not limited to, unauthorized uses of City Property or City's name or activities which jeopardize the tax-exempt status of the APC and the APC does not cure within five (5) days upon receiving notice (or without notice or cure period if incurable or the assets of APC are at risk); (iii) by the mutual written agreement of the parties; or (iv) by either party giving notice of cancellation to the other at least 180 days prior to the next occurring July 4<sup>th</sup>.
- 3) Assignment. Neither party may assign this Agreement without the prior written consent of the other party, which consent shall not be unreasonably withheld or delayed. Any non-approved assignment or attempted assignment shall be null and void. This Agreement is binding upon, and inures to benefit of, the successors and permitted assigns of the parties.
- 4) Compliance with Laws. Each party may rely on the other party's compliance with all applicable laws. Violation of applicable law by a party which allows or permits said party to take any action under or pursuant to this Agreement which such party would not otherwise have been able to do or take, constitutes a breach of this Agreement.
- 5) Counterparts. This Agreement may be executed simultaneously in multiple counterparts, each of which is deemed an original, but all of which taken together constitute one and the same instrument. For purposes of execution and delivery, each [arty may rely upon the faxed signature of the other party.

- 6) Governing Law. The rights and obligations of the parties under this contract are governed by the laws of the State of Minnesota, including the Minnesota Uniform Commercial Code. Minnesota's choice of laws principles do not apply.
- 7) Headings. The headings contained in this Agreement are for convenient reference only, and shall not be considered substantive, nor affect the interpretation of this Agreement.
- 8) Interpretation. This Agreement must be fairly interpreted in accordance with its terms and without any strict construction in favor of or against either party. Any ambiguity shall not be interpreted against the drafting party. The words 'include,' 'includes' and 'including' shall be deemed to be followed by the phrase 'without limitation.' The word 'or' shall be deemed to mean 'and/or.'
- 9) Jurisdiction. APC irrevocably submits to the nonexclusive jurisdiction of any court of the State of Minnesota or the United States of America sitting in either St. Paul or Stillwater, Minnesota, in any action or proceeding arising out of or relating to this Agreement. All claims in respect of such action or proceeding may be heard and determined in any such court. APC irrevocably waives, to the fullest extent it may effectively do so, the defense of an inconvenient forum to the maintenance of such action or proceeding. Parties agree that a final judgment in any such action or proceeding shall be conclusive and may be enforced in other jurisdictions by suit on the judgment or in any other manner provided by law.
- 10) Modification and Waiver. No modification of this Agreement and no waiver of any breach of this Agreement will be effective unless in writing and signed by an authorized representative of the Party against whom enforcement is sought. No waiver of any breach of this Agreement and no course of dealing between the Parties will be construed as a waiver of any subsequent breach of this Agreement.
- 11) Notices. Any notice permitted or required by this Agreement must be in writing and shall be deemed given when sent by registered or certified mail, return receipt requested, or overnight delivery, and addressed as follows:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

- 12) Severability. If any provision of this Agreement is held to be illegal, invalid or unenforceable under present or future laws effective during the term hereof, such provision shall be fully severable; this Agreement shall be construed and

enforced as if such illegal, invalid or unenforceable provision had never comprised a part hereof; and the remaining provisions of this Agreement shall remain in full force and effect and shall not be affected by the illegal, invalid or unenforceable provision or by its severance from this Agreement.

Furthermore, in lieu of each such illegal, invalid or unenforceable provision, there shall be added automatically as a part of this Agreement a provision as similar in terms to such illegal, invalid or unenforceable provision as may be possible and be legal, valid and enforceable.

- 13) Successors. Subject to the foregoing, this Agreement shall be binding upon, and inure to benefit of, the successors and permitted assigns of the parties hereto.
- 14) Survival. Any provision of this Agreement that requires performance or grants a benefit after termination of the Agreement shall be deemed to survive the termination of the Agreement.

# City of Afton – Financial Reports

## Full Year 2014 (still preliminary except for General Fund)

Description	Pages
Balance Sheet	A1
Statement of Changes in Fund Balance: Current Month	B1
Statement of Changes in Fund Balance: Year to Date	C1
Statement of Revenue and Expenditures: General Fund Summary plus Detail for All Other Funds	D1 to D8
Detail Statement of Revenue and Expenditures: General Fund Only	E1 to E6
Summary of Special Activities Fund	F1

### Accountant's Discussion:

The 2014 Annual Financials are still considered preliminary since we have not yet received the December 2014 invoices from WSB. The General Fund, however, is considered final as we can reasonably estimate the general City Engineering expenses (I accrued \$2,000). Thus the General Fund ends the year at a favorable variance to budget of \$37,193. Some key contributors to the favorable variance were:

#### Revenue:

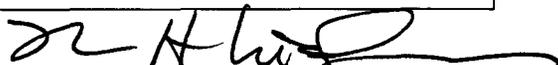
- Strong property tax collections – 100.0% of budget (incl prior yrs)
- Better than expected building permits (Net favorable of \$7,725)
- Better than expected Util Franchise & Zoning Fees (Net fav of \$9,686)
- 

#### Expenses:

- General & Admin (ex Bldg Insp) under budget by \$34,356.
- Street Maint over budget by \$22,047 (mostly cracksealing/sealcoating and snow/ice).
- Other Public Works under budget by \$4,914

### Accountant's Recommendation:

I recommend keeping the entire \$37,193 favorable variance in the General Fund. This will assist greatly in the cash flow for the General Fund, thus decreasing the reliance on temporary transfers from the Special Reserve Fund, which is currently and anticipated to continue being heavily relied on to fund the City Infrastructure Projects.



Prepared by Thomas H. Niedzwiecki, Accountant

**City of Afton  
Balance Sheet  
December 31, 2014**

Account #	Account Description	#100 General Fund	#115 Buildings & Land Capital Fund	#120 Street Imp Capital Fund	#200 Park Reserve Fund	#250 Special Reserve Fund	#400 201 Project Fund	#500 Fire Station: Debt Serv Fund	#550 Spec Act Fd + #600 MN Investment Fd	#800 City Infrastructure Improvement Fund	#725 Road Debt Serv Fd	#810 City Dock Fund	Total All Funds
<b>Assets</b>													
100	4M Fund: General Fund	522,810											522,810
100.8	Petty Cash	241											241
115	4M Fund: Bldg & Land Capital Fund		43,274										43,274
120	4M Fund: Street Imp Capital Fund			510,741									510,741
200	4M Fund: Park Reserve Fund				51,241								51,241
250	4M Fund: Special Reserve Fund					43,442							43,442
400	4M Fund: 201 Project Fund						3,374						3,374
500	4M Fund: Fire Station Debt Serv Fund							2,158					2,158
550	4M Fund: Special Activities Fund								155,022				155,022
600	4M Fund: MN Investment Fund								104,361				104,361
700	4M Fund: Road Construction Fund												0
725	4M Fund: Road Debt Service Fund										3,518,145		3,518,145
800	4M Fund: Disaster Fund												0
810	4M Fund: City Dock Fund											52,383	52,383
	<b>Total Cash and Investments</b>	523,051	43,274	510,741	51,241	43,442	3,374	2,158	259,383	0	3,518,145	52,383	5,007,192
1170	Taxes Receivable from County	13,076											13,076
11xx	Fees & Other Receivables	14,405											14,405
2001	Permit Escrow & Fees (net receivable)	9,226											9,226
Various	Due (Owed) between Funds	0	0	0	0	385,425	0	0	0	(385,425)	0	0	0
	<b>Total Assets and Other Debits</b>	559,758	43,274	510,741	51,241	428,867	3,374	2,158	259,383	(385,425)	3,518,145	52,383	5,043,899

<b>Liabilities and Fund Balances</b>													
2001	Permit Escrow & Fees (net payable)	0											0
2002	Accounts Payable	251,768											251,768
2022	Accrued Expenses	2,000											2,000
2025	Accrued Interest - Road Bond										54,264		54,264
2120	Building Surcharges Payable	0											0
2200	Payroll Tax Liabilities/Withholding	4,683											4,683
	<b>Total Accounts and Other Payables</b>	258,451	0	0	0	0	0	0	0	0	54,264	0	312,714
2500	Grants Received	0											0
2700	Road GO Tax Abatement Bds										3,290,000		3,290,000
2701	2014A Refunding Road Bonds										3,184,040		3,184,040
Various	<b>Fund Balance - Beginning of Year</b>	264,114	26,449	395,349	50,837	428,539	2,733	2,157	250,882	31,101	(3,145,320)	49,626	(1,643,531)
Various	<b>Current Year Net Increase (Decrease)</b>	37,193	16,825	115,392	404	328	641	2	8,501	(416,526)	135,161	2,757	(99,324)
Various	<b>Fund Balance - End of Period</b>	301,307	43,274	510,741	51,241	428,867	3,374	2,158	259,383	(385,425)	(3,010,159)	52,383	(1,742,855)
	<b>Total Liabilities and Fund Balances</b>	559,758	43,274	510,741	51,241	428,867	3,374	2,158	259,383	(385,425)	3,518,145	52,383	5,043,899

  
Prepared by Thomas H. Niedzwiedzki, Accountant

A1

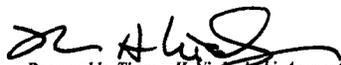
**City of Afton - Statement of Changes in Fund Balances  
for Month of December 2014**

#	Description	#100 General Fund	#115 Buildings & Land Capital Fund	#120 Street Imp Capital Fund	#200 Park Reserve Fund	#250 Special Reserve Fund	#400 201 Project Fund	#500 Fire Station: Debt Service Fund	#550 Spec Act Fd + #600 MN Investment Fd	#800 City Infrastructure Improvement Fund	#725 Road Debt Serv Fd	#810 City Dock Fund	Total All Funds
<b>A</b>	<b>Beginning Fund Balances</b>	407,912	43,274	543,077	50,041	428,866	3,423	2,158	259,077	(299,088)	(2,989,450)	53,496	(1,497,214.10)
<b>Section I. Revenues</b>													
1	Property Taxes	12,417	0	0	0	0	0	0	0	0	0	0	12,417
	Intergovernmental Revenues	3,831	0	0	0	0	0	0	0	0	0	0	3,831
19	Charges for Services	2	0	0	0	0	0	0	2,156	0	0	0	2,158
21	Fines and Forfeitures	0	0	0	0	0	0	0	0	0	0	0	0
	Licenses, Fees and Permits	17,991	0	0	0	0	0	0	0	0	0	0	17,991
25	Special Assessments	0	0	0	0	0	0	0	0	0	0	0	0
35	Misc Revenue/Gaming Tax	3,408	0	0	0	0	0	0	0	0	0	0	3,408
36	DNR Flood Improvement Project	0	0	0	0	0	0	0	0	0	0	0	0
36	Other Grants/State Fire Aid	0	0	0	1,200	0	0	0	0	0	0	0	1,200
	Interest Income	20	0	6	1	1	0	0	6	0	14	2	50
37	TIF District/MN Inv Fund Loan	0	0	0	0	0	0	0	0	0	0	0	0
	Park Fees	0	0	0	0	0	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0
<b>B</b>	<b>Total Revenue</b>	37,669	0	6	1,201	1	0	0	2,161	0	14	2	41,055
<b>C</b>	<b>Other Financing Sources/Transfers</b>	0	0	0	0	0	0	0	0	0	0	0	0
<b>Section II. Expenditures</b>													
	General and Administrative												
1	Wages and Benefits	19,107	0	0	0	0	0	0	0	0	0	0	19,107
2	Professional Services	13,672	0	0	0	0	0	0	2,156	0	0	0	15,828
3	Other Expenditures	4,533	0	0	0	0	0	0	0	0	0	0	4,533
	Total General and Administrative	37,311	0	0	0	0	0	0	2,156	0	0	0	39,467
5	Public Safety/State Fire Aid	84,608	0	0	0	0	0	0	0	0	0	0	84,608
9	Public Health/Cons of Natural Resources	86	0	0	0	0	0	0	0	0	0	0	86
11	Streets	20,136	0	0	0	0	0	0	0	0	0	0	20,136
13	DNR Flood Improvement Project	0	0	0	0	0	0	0	0	86,337	0	0	86,337
13	Other Street Imp/Road Paving Project	0	0	32,342	0	0	49	0	200	0	0	0	32,591
14	Buildings and Land/City Dock	1,044	0	0	0	0	0	0	0	0	0	1,115	2,159
15	TIF District/MN Inv Fund Loan Disb	0	0	0	0	0	0	0	0	0	0	0	0
15	Parks and Recreation	590	0	0	0	0	0	0	0	0	0	0	590
16	Debt Service - Interest Expense	0	0	0	0	0	0	0	0	0	20,723	0	20,723
	Debt Service - Principal Retirement	0	0	0	0	0	0	0	0	0	0	0	0
<b>D</b>	<b>Total Expenditures</b>	143,774	0	32,342	0	0	49	0	2,356	86,337	20,723	1,115	286,696
<b>E</b>	<b>Other Financing Uses/Transfers</b>	0	0	0	0	0	0	0	0	0	0	0	0
<b>E</b>	<b>Revenues Over (Under) Expenditures</b>	(106,105)	0	(32,336)	1,201	1	(49)	0	(194)	(86,337)	(20,709)	(1,113)	(245,641)
<b>F</b>	<b>Ending Fund Balances</b>	301,807	43,274	510,741	51,241	428,867	3,374	2,158	258,883	(385,425)	(3,010,159)	52,383	(1,742,855.31)

  
Prepared by Thomas H. Niedzwiedzki, Accountant

**City of Afton - Statement of Changes in Fund Balances  
for Year to Date December, 2014**

#	Description	#100 General Fund	#115 Buildings & Land Capital Fund	#120 Street Imp Capital Fund	#200 Park Reserve Fund	#250 Special Reserve Fund	#400 201 Project Fund	#500 Fire Station: Debt Service Fund	#550 Spec Act Fd + #600 MN Investment Fd	#800 City Infrastructure Improvement Fund	#725 Road Debt Serv Fd	#810 City Dock Fund	Total All Funds
<b>A</b>	<b>Beginning Fund Balances</b>	<b>264,114</b>	<b>26,449</b>	<b>395,349</b>	<b>50,837</b>	<b>428,539</b>	<b>2,733</b>	<b>2,157</b>	<b>250,882</b>	<b>31,101</b>	<b>(3,145,320)</b>	<b>49,626</b>	<b>(1,643,531)</b>
<b>Section I. Revenues</b>													
1	Property Taxes	1,271,686	0	0	0	0	0	57,356	0	0	305,000	0	1,634,042
	Intergovernmental Revenues	4,715	0	0	0	0	0	0	0	0	0	0	4,715
19	Charges for Services	70	0	0	0	0	1,347	0	8,686	0	0	3,850	13,954
21	Fines and Forfeitures	10,359	0	0	0	0	0	0	0	0	0	0	10,359
	Licenses, Fees and Permits	162,119	0	0	0	0	0	0	0	0	0	0	162,119
25	Special Assessments	0	0	0	0	0	0	0	0	0	0	0	0
35	Misc Revenue/Gaming Tax	4,043	0	0	0	0	0	0	0	0	0	0	4,043
36	DNR Flood Improvement Project	0	0	0	0	0	0	0	0	95,000	0	0	95,000
36	Other Grants/State Fire Aid	8,378	(64)	0	1,200	0	0	0	49,954	0	0	0	59,468
	Interest Income	54	3	66	7	34	(1)	2	66	3	63	22	319
37	TIF District/MN Invest Fund Proceeds	0	0	0	0	0	0	0	9,204	0	0	0	9,204
	Park Fees	0	0	0	10,000	0	0	0	0	0	0	0	10,000
		0	0	0	0	0	0	0	0	0	0	0	0
<b>B</b>	<b>Total Revenue</b>	<b>1,461,424</b>	<b>(61)</b>	<b>66</b>	<b>11,207</b>	<b>34</b>	<b>1,346</b>	<b>57,358</b>	<b>67,910</b>	<b>95,003</b>	<b>305,063</b>	<b>3,872</b>	<b>2,003,222</b>
<b>C</b>	<b>Other Financing Sources/Transfers</b>	<b>0</b>	<b>21,000</b>	<b>200,000</b>	<b>0</b>	<b>294</b>	<b>0</b>	<b>0</b>	<b>29,700</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>250,994</b>
<b>Section II. Expenditures</b>													
General and Administrative													
1	Wages and Benefits	213,147	0	0	0	0	0	0	0	0	0	0	213,147
2	Professional Services	133,198	0	0	0	0	0	0	10,204	0	0	0	143,402
3	Other Expenditures	53,668	0	0	0	0	0	0	19,466	0	0	0	73,134
	<b>Total General and Administrative</b>	<b>400,012</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>29,671</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>429,683</b>
5	Public Safety/State Fire Aid	384,098	0	0	0	0	0	0	44,687	0	0	0	428,785
9	Public Health/Cons of Natural Resources	1,780	0	0	0	0	0	0	0	0	0	0	1,780
11	Streets	274,047	0	0	0	0	0	0	0	0	0	0	274,047
13	DNR Flood Improvement Project	0	0	0	0	0	0	0	0	511,529	0	0	511,529
13	Other Street Imp/Road Paving Project	2,836	0	84,674	0	0	706	0	8,881	0	0	0	97,097
14	Buildings and Land/City Dock	10,446	4,114	0	0	0	0	0	0	0	0	1,115	15,675
15	TIF District/MN Inv Fund Loan Disb	0	0	0	0	0	0	0	5,871	0	0	0	5,871
15	Parks and Recreation	5,018	0	0	10,803	0	0	0	0	0	0	0	15,822
16	Debt Service - Interest Expense	0	0	0	0	0	0	57,356	0	0	169,902	0	227,258
	Debt Service - Principal Retirement	0	0	0	0	0	0	0	0	0	0	0	0
<b>D</b>	<b>Total Expenditures</b>	<b>1,078,237</b>	<b>4,114</b>	<b>84,674</b>	<b>10,803</b>	<b>0</b>	<b>706</b>	<b>57,356</b>	<b>89,110</b>	<b>511,529</b>	<b>169,902</b>	<b>1,115</b>	<b>2,007,547</b>
<b>E</b>	<b>Other Financing Uses/Transfers</b>	<b>345,994</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>345,994</b>
<b>E</b>	<b>Revenues Over (Under) Expenditures</b>	<b>37,193</b>	<b>16,825</b>	<b>115,392</b>	<b>404</b>	<b>328</b>	<b>641</b>	<b>2</b>	<b>8,501</b>	<b>(416,526)</b>	<b>135,161</b>	<b>2,757</b>	<b>(99,324)</b>
<b>F</b>	<b>Ending Fund Balances</b>	<b>301,307</b>	<b>43,274</b>	<b>510,741</b>	<b>51,241</b>	<b>428,867</b>	<b>3,374</b>	<b>2,158</b>	<b>259,383</b>	<b>(385,425)</b>	<b>(3,010,159)</b>	<b>52,383</b>	<b>(1,742,855)</b>

  
Prepared by Thomas H. Niemi, Accountant

**City of Afton**  
**Statement of Revenue and Expenditures**  
**General Fund Summary plus Detail for All Other Funds**  
**Year to Date 12/31/14**

	Audited 2011	Audited 2012	Audited 2013	Month of Dec-14	YTD Actual 12/31/14	Annual Budget 2014	Remaining Budget \$	YTD Act as % of Annual Budget
<b>#100 GENERAL FUND</b>								
<b>A: REVENUES</b>								
1-PROPERTY TAXES	1,556,120	1,560,592	1,604,540	12,417	1,634,042	1,634,824	782	100.0%
2-INTERGOVERNMENTAL REVENUES	1,227	8,031	1,811	3,831	4,715	(1,166)	(5,881)	
3-CHARGES FOR SERVICES	51	205	72	2	70	135	65	51.9%
4-FINES AND FORFEITURES	17,856	19,292	15,901	0	10,359	16,250	5,891	63.7%
5-LICENSES, FEES, PERMITS	147,715	156,437	253,353	17,991	162,119	130,750	(31,369)	124.0%
7-MISCELLANEOUS REVENUE	4,951	7,546	4,622	3,408	4,043	1,625	(2,418)	248.8%
9-OTHER GRANTS	8,298	8,298	8,298	0	8,378	8,290	(88)	101.1%
10-INTEREST INCOME	38	45	57	20	54	50	(4)	108.5%
11-TIF DISTRICT	0	0	0	0	0	0	0	
<b>TOTAL REVENUES</b>	<b>1,736,256</b>	<b>1,760,445</b>	<b>1,888,654</b>	<b>37,669</b>	<b>1,823,780</b>	<b>1,790,758</b>	<b>(33,022)</b>	<b>101.8%</b>
<b>B: EXPENDITURES</b>								
<b>GENERAL AND ADMINISTRATIVE</b>								
1-WAGES & BENEFITS	163,249	175,091	190,806	19,107	213,147	203,358	(9,789)	104.8%
2-PROFESSIONAL SERVICES	179,195	125,944	176,224	13,672	133,198	147,950	14,752	90.0%
4-OTHER EXPENDITURES	75,608	56,448	58,082	4,533	53,668	68,900	15,232	77.9%
<b>TOTAL GENERAL &amp; ADMINISTRATIVE</b>	<b>418,051</b>	<b>357,484</b>	<b>425,111</b>	<b>37,311</b>	<b>400,012</b>	<b>420,208</b>	<b>20,196</b>	<b>95.2%</b>
5-PUBLIC SAFETY	363,897	363,453	368,944	84,608	384,098	385,100	1,002	99.7%
6-PUBLIC HEALTH	1,458	1,294	887	86	1,780	2,000	220	89.0%
7-STREETS	218,899	174,009	268,207	20,136	274,047	252,000	(22,047)	108.7%
9-OTHER PUBLIC WORKS	4,504	3,581	1,692	0	2,836	7,750	4,914	36.6%
10-BUILDINGS & LAND	7,792	7,511	11,203	1,044	10,446	10,250	(196)	101.9%
11-TIF DISTRICT	0	0	0	0	0	0	0	
12-PARKS & RECREATION	6,036	5,049	3,805	590	5,018	5,100	82	98.4%
<b>TOTAL EXPENDITURES</b>	<b>1,020,638</b>	<b>912,381</b>	<b>1,079,849</b>	<b>143,774</b>	<b>1,078,237</b>	<b>1,082,408</b>	<b>4,171</b>	<b>99.6%</b>
<b>C: OTHER FINANCING SOURCES (USES)</b>								
	(714,524)	(845,255)	(805,608)	0	(708,350)	(708,350)	0	
<b>Net GENERAL FUND</b>	<b>1,094</b>	<b>2,810</b>	<b>3,197</b>	<b>(106,105)</b>	<b>37,193</b>	<b>0</b>	<b>(37,193)</b>	

**City of Afton**  
**Statement of Revenue and Expenditures**  
**General Fund Summary plus Detail for All Other Funds**  
**Year to Date 12/31/14**

	Audited 2011	Audited 2012	Audited 2013	Month of Dec-14	YTD Actual 12/31/14	Annual Budget 2014	Remaining Budget \$	YTD Act as % of Annual Budget
<b>#115 BUILDINGS AND LAND CAPITAL FUND</b>								
A: Revenues								
4012 Current Tax Levy - Bldg & Land	2,500	2,500	5,000	0	6,000	21,000	15,000	28.6%
4022 Levy: Afton Septic System - City Bldgs	0	0	0	0	15,000	15,000	0	100.0%
4600 Grant/Insurance: City Hall	5,038	0	27,654	0	(64)	0	64	
4831 Trf in re. Park Structures	0	0	0	0	0	0	0	
6910 Trf in fr General Fund (Non Budgeted)			25,000	0	0	0	0	
4906 Interest - Bldg & Land Fund	4	4	2	0	3	0	(3)	
TOTAL REVENUE	7,542	2,504	57,656	0	20,939	36,000	15,061	58.2%
B: Expenditures								
6003 City Hall Improvements	1,603	3,801	8,437	0	4,114	0	(4,114)	
6004 Bldg Repair & Maintenance	8,352	485	31,248	0	0	0	0	
6005 City Garage Improvements	900	0	0	0	0	0	0	
TOTAL EXPENDITURES	10,855	4,286	39,685	0	4,114	0	(4,114)	
<b>Net BLDG &amp; LAND CAPITAL FUND</b>	<b>(3,313)</b>	<b>(1,783)</b>	<b>17,971</b>	<b>0</b>	<b>16,825</b>	<b>36,000</b>	<b>19,175</b>	<b>46.7%</b>
<b>#120 STREET IMP CAPITAL FUND</b>								
A: Revenues								
4013 Current Tax Levy - Street Improvements	114,649	171,000	190,000	0	200,000	200,000	0	100.0%
4907 Interest - Street Imp Fund	64	27	38	6	66	0	(66)	
TOTAL REVENUE	114,713	171,027	190,038	6	200,066	200,000	(66)	100.0%
B: Expenditures								
7932 Afton Hills Street Improvements	0	0	0	0	0	0	0	
7934 River Road Project	0	0	0	0	0	0	0	
7935 Pennington Av Improvements	293,422	5,980	3,550	0	2,227	0	(2,227)	
7936 2012 Street Projects (Various)	0	179,704	0	0	0	0	0	
7937 Bridge Repair & Replacement	0	4,444	4,655	1,404	2,469	0	(2,469)	
7938 Culvert Repair & Replacement	0	5,089	135	0	0	0	0	
7939 2013 Street Projects (Various)	0	0	113,816	0	0	0	0	
7940 2014 Street Projects (Various)	0	0	0	30,938	79,978	0	(79,978)	
TOTAL EXPENDITURES	293,422	195,217	122,156	32,342	84,674	0	(84,674)	
C: Oth Fin Sources (Uses)/Transfers								
6910 Oper Trf fr General Fd (Non Budgeted)	55,000	175,000	25,000	0	0	0	0	
69xx Oper Trf from Road Construction Fund	0	0	0	0	0	0	0	
TOTAL OTH FIN SOURCES (USES)	55,000	175,000	25,000	0	0	0	0	
<b>Net STREET IMP CAPITAL FUND</b>	<b>(123,709)</b>	<b>150,810</b>	<b>92,882</b>	<b>(32,336)</b>	<b>115,392</b>	<b>200,000</b>	<b>84,608</b>	<b>57.7%</b>

**City of Afton**  
**Statement of Revenue and Expenditures**  
**General Fund Summary plus Detail for All Other Funds**  
**Year to Date 12/31/14**

	Audited 2011	Audited 2012	Audited 2013	Month of Dec-14	YTD Actual 12/31/14	Annual Budget 2014	Remaining Budget \$	YTD Act as % of Annual Budget
<b>#200 PARK RESERVE FUND</b>								
<b>A: Revenues</b>								
4425 Park Dedication Fees	0	7,612	10,000	0	10,000	0	(10,000)	
4426 Afton Donation Program - Parks	0	1,200	0	1,200	1,200	0	(1,200)	
4903 Interest Income - 4M Fund	60	58	29	1	7	0	(7)	
	0	0	0	0	0	0	0	
TOTAL REVENUE	60	8,870	10,029	1,201	11,207	0	(11,207)	
<b>B: Expenditures</b>								
6115 Park & Open Space Public Works	3,526	1,418	0	0	10,803	0	(10,803)	
6117 Grant - Lucy Winton Bell Athletic Fields	0	0	0	0	0	0	0	
6125 Bike Trail Improvements	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	3,526	1,418	0	0	10,803	0	(10,803)	
<b>C: Oth Fin Sources (Uses)/Transfers</b>								
Transfer to City Infrastructure Imp Fund	0	0	(100,000)	0	0	0	0	
TOTAL OTH FIN SOURCES (USES)	0	0	(100,000)	0	0	0	0	
<b>Net PARK RESERVE FUND</b>	<b>(3,466)</b>	<b>7,452</b>	<b>(89,971)</b>	<b>1,201</b>	<b>404</b>	<b>0</b>	<b>(404)</b>	
<b>#250 SPECIAL RESERVE FUND</b>								
<b>A: Revenues</b>								
6936 Trf from General Fund - Special Reserve	0	17,579	85,000	0	294	0	(294)	
4912 Interest - Spec Reserve 4M Fund	424	427	37	1	34	0	(34)	
TOTAL REVENUE	424	18,006	85,037	1	328	0	(328)	
<b>B: Expenditures</b>								
6918 Trf to General Fund	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	0	0	0	0	0	0	0	
<b>Net SPECIAL RESERVE FUND</b>	<b>424</b>	<b>18,006</b>	<b>85,037</b>	<b>1</b>	<b>328</b>	<b>0</b>	<b>(328)</b>	
<b>#400 201 PROJECT FUND</b>								
<b>A: Revenues</b>								
4625 201 Project Revenue	4,048	1,488	9,538	0	1,347	0	(1,347)	
4904 Interest - 201 Project	0	0	0	0	(1)	0	1	
TOTAL REVENUE	4,048	1,488	9,538	0	1,346	0	(1,346)	
<b>B: Expenditures</b>								
5915 201 Project maintenance	894	461	10,811	49	696	0	(696)	
5918 201 Project Mgmt	1,051	1,155	805	0	10	0	(10)	
TOTAL EXPENDITURES	1,944	1,616	11,616	49	706	0	(706)	
<b>Net 201 PROJECT FUND</b>	<b>2,104</b>	<b>(128)</b>	<b>(2,078)</b>	<b>(49)</b>	<b>641</b>	<b>0</b>	<b>(641)</b>	

**City of Afton**  
**Statement of Revenue and Expenditures**  
**General Fund Summary plus Detail for All Other Funds**  
**Year to Date 12/31/14**

		Audited	Audited	Audited	Month of	YTD Actual	Annual Budget	Remaining	YTD Act as %
		2011	2012	2013	Dec-14	12/31/14	2014	Budget \$	of Annual Budget
<b>#500 FIRE STATION DEBT SERV FUND</b>									
A: Revenues									
4050	Fire Station Curr Tax Levy	54,875	55,546	55,808	0	57,356	57,356	0	100.0%
4904	Interest - Fire Station 4M Fund	1	2	2	0	2	0	(2)	
TOTAL REVENUE		54,876	55,548	55,810	0	57,358	57,356	(2)	100.0%
B: Expenditures									
6850	Fire Station Debt Service Expense	54,875	55,546	55,808	0	57,356	57,356	0	100.0%
		0	0	0	0	0	0	0	
TOTAL EXPENDITURES		54,875	55,546	55,808	0	57,356	57,356	0	100.0%
<b>Net FIRE STATION DEBT SERV FUND</b>		1	2	2	0	2	0	(2)	
<b>#550 SPECIAL ACTIVITIES FUND</b>									
A.	4914 Interest - Spec Activity Fd (Unallocated)	59	23	22	2	23	0	(23)	
B. Cable Comm/4th of July Reserve/CC Contingency/Comm Garden									
4815	Cable Distributions Received	9,073	5,177	0	0	5,267	0	(5,267)	
4816	Community Garden	0	1,250	(1,338)	0	0	0	0	
4817	MN Historic Preservation Design Guidelines	0	5,350	(5,350)	0	0	0	0	
	4th of July Celebration Reserve	0	0	(915)	0	0	0	0	
6910	Oper Trf fr Gen'l Fd/City Council Contingency	0	8,000	0	0	0	0	0	
6366	City Council Contingency Expenses	(500)	(750)	(300)	0	(2,478)	0	2,478	
5561	Communications Expenses	(200)	(532)	0	0	(10,867)	0	10,867	
Total B. Cable Comm/4th of July Reserve		8,373	18,495	(7,903)	0	(8,078)	0	8,078	
C. Codification/Comp Plan/Moratoria									
6934	Oper Trf fr Gen'l Fd - Codification + Oth Rev	6,000	(12,358)	100	0	100	100	0	100.0%
6935	Oper Trf fr Gen'l Fund - Comprehensive Plan	5,000	(7,762)	100	0	2,000	2,000	0	
6958	Comm Growth Options (1000 Friends Grant)	0	0	0	0	0	0	0	
6356	Comprehensive Plan Expenses	0	0	0	0	(1,518)	0	1,518	
6358	Community Growth Options: Expense	0	0	0	0	0	0	0	
Total C. Codification of Ordinances		11,000	(20,120)	200	0	582	2,100	1,518	27.7%

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**City of Afton**  
**Statement of Revenue and Expenditures**  
**General Fund Summary plus Detail for All Other Funds**  
**Year to Date 12/31/14**

	Audited 2011	Audited 2012	Audited 2013	Month of Dec-14	YTD Actual 12/31/14	Annual Budget 2014	Remaining Budget \$	YTD Act as % of Annual Budget
<b>D. Flood &amp; Storm Water Control and Mitigation</b>								
6931 Oper Trf fr Gen'l Fund (Flood Control)	5,500	5,500	5,500	0	5,500	5,500	0	100.0%
6932 Oper Trf fr Gen'l Fund (Storm Water Run-off)	3,500	3,500	3,500	0	3,500	3,500	0	100.0%
6942 LSCV Water Mgmt Org Revenue	0	0	0	0	0	0	0	
7833 TAG re. Wastewater Community Assessment	(319)	(3,499)	(12,164)	0	0	0	0	
7836 Flood & Storm Water Exp - General	(748)	(12,613)	0	(200)	(8,881)	0	8,881	
7842 Engineering Exp re. Old Village Public Process	0	0	0	0	0	0	0	
69xx Trf to Gen'l Fund (Stormwater Levee Prior Years)	0	0	0	0	0	0	0	
<b>Total D. Flood Control &amp; Mitigation</b>	<b>7,933</b>	<b>(7,112)</b>	<b>(3,164)</b>	<b>(200)</b>	<b>119</b>	<b>9,000</b>	<b>8,881</b>	<b>1.3%</b>
<b>F. Developer/Applicant Pass-Thru Expenses</b>								
4341 Engineering Services Reimbursed	16,313	2,727	3,159	852	4,696	0	(4,696)	
4342 Legal Services Reimbursed	387	0	0	0	0	0	0	
4343 Planner Services Reimbursed	0	0	0	1,304	3,991	0	(3,991)	
4344 Other Dev Fees Reimbursed	34,267	184	92	0	0	0	0	
5341 Engineering Services Pass-Thru	(16,313)	(2,727)	(3,159)	(852)	(4,696)	0	4,696	
5342 Legal Services Pass-Thru	(387)	0	0	0	0	0	0	
5343 Planner Services Pass-Thru	0	0	0	(1,304)	(3,991)	0	3,991	
5344 Other Dev Fees Pass-Thru	(34,267)	(184)	(92)	0	0	0	0	
<b>Total F. Developer/Applicant Pass-Thru Expenses</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	
<b>G. TIF District No. 1 (Afton Market Square)</b>								
4924 TIF District #1 Taxes	3,415	0	0	0	0	0	0	
5424 TIF District #1 Distributions/Expenses	(3,789)	1,223	0	0	0	0	0	
<b>Total G. TIF District No. 1 (Afton Market Square)</b>	<b>(374)</b>	<b>1,223</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>H. State Fire Aid</b>								
4940 State Fire Aid Received	32,226	30,968	45,218	0	44,687	40,000	(4,687)	111.7%
5440 State Fire Aid Distributed	(32,226)	(30,968)	(45,218)	0	(44,687)	(40,000)	4,687	
<b>Total H. State Fire Aid</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>I. City Vehicles/Equipment</b>								
69xx Oper Trf fr Gen'l - City Vehicles	2,500	2,500	2,500	0	2,500	2,500	0	100.0%
5508 City Equipment	0	0	(201)	0	0	0	0	
5977 John Deere X749 Tractor	0	(10,651)	0	0	0	0	0	
<b>Total I. City Vehicles</b>	<b>2,500</b>	<b>(8,151)</b>	<b>2,299</b>	<b>0</b>	<b>2,500</b>	<b>2,500</b>	<b>0</b>	<b>100.0%</b>

**City of Afton**  
**Statement of Revenue and Expenditures**  
**General Fund Summary plus Detail for All Other Funds**  
**Year to Date 12/31/14**

	Audited 2011	Audited 2012	Audited 2013	Month of Dec-14	YTD Actual 12/31/14	Annual Budget 2014	Remaining Budget \$	YTD Act as % of Annual Budget
<b>J. Public Health Community Outreach</b>								
4840 Wash Cty Grant 4669: Flu Pandemic	0	0	0	0	0	0	0	
6340 Pub Health Flu Pandemic Expenses	0	0	0	0	0	0	0	
4845 Well Water Testing Receipts (Residents)	0	0	0	0	0	0	0	
6345 Well Water Testing Expense (Coliform)	0	0	0	0	0	0	0	
<b>Total J. Public Health Community Outreach</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>K. Audit/Legal Reserve</b>								
4842 Oper Trf fr Gen1 - Audit/Legal	150,000	20,000	100	0	100	100	0	100.0%
6342 Legal Exp - Deductible/CoPays	(302,629)	0	0	0	0	0	0	
<b>Total K. Audit/Legal Reserve</b>	<b>(152,629)</b>	<b>20,000</b>	<b>100</b>	<b>0</b>	<b>100</b>	<b>100</b>	<b>0</b>	<b>100.0%</b>
<b>L. MN Unemployment Claims</b>								
4843 Oper Trf fr Gen1 - MN Unemployment	20,000	10,000	10,000	0	3,000	3,000	0	100.0%
4844 Oper Trf fr Gen1 - Severance & Oth PTO	20,000	0	0	0	0	0	0	
6343 MN Unemployment Claim Expense	(12,949)	(10,898)	(3,637)	0	0	0	0	
6344 Severance Pay	0	(14,700)	0	0	0	0	0	
6345 Vacation, Sick & Other PTO	0	(4,526)	0	0	0	0	0	
<b>Total L. MN Unemployment Claims</b>	<b>27,051</b>	<b>(20,125)</b>	<b>6,363</b>	<b>0</b>	<b>3,000</b>	<b>3,000</b>	<b>0</b>	<b>100.0%</b>
<b>M. Parks Capital Repairs/Trail &amp; Ped Bridge &amp; Sidewalk</b>								
4844 Oper Trf fr Gen1 - Parks Capital Repairs/Trail & Ped Brid	6,000	3,000	3,500	0	5,500	5,500	0	100.0%
4846 Oper Trf fr Gen1 - Sidewalk	2,000	2,000	2,000	0	2,000	2,000	0	100.0%
6348 Parks Capital Repairs/Trail & Ped Bridge Expense	0	0	(13,540)	0	0	0	0	
<b>Total M. Parks Capital Repairs/Trail &amp; Ped Bridge &amp; Sidewalk</b>	<b>8,000</b>	<b>5,000</b>	<b>(8,040)</b>	<b>0</b>	<b>7,500</b>	<b>7,500</b>	<b>0</b>	<b>100.0%</b>
<b>N. Election Expense Reserve</b>								
4847 Oper Trf fr Gen1 - Election Levy	0	12,250	5,500	0	5,500	5,500	0	100.0%
6347 Election Expenses	0	(10,580)	(768)	0	(6,122)	0	6,122	
<b>Total N. Election Expense Reserve</b>	<b>0</b>	<b>1,670</b>	<b>4,732</b>	<b>0</b>	<b>(622)</b>	<b>5,500</b>	<b>6,122</b>	<b>-11.3%</b>
<b>Net SPECIAL ACTIVITIES FUND</b>	<b>(115,138)</b>	<b>9,359</b>	<b>(5,390)</b>	<b>(198)</b>	<b>5,125</b>	<b>21,200</b>	<b>18,454</b>	<b>24.2%</b>
<b>#600 MN INVESTMENT FUND</b>								
<b>A: Revenues</b>								
4886 Chandler Exhibits Loan Repayment	27,612	27,612	27,612	0	9,204	27,612	18,408	33.3%
4904 Interest - MN Invest 4M Fund	31	39	38	4	43	0	(43)	
<b>TOTAL REVENUE</b>	<b>27,642</b>	<b>27,650</b>	<b>27,650</b>	<b>4</b>	<b>9,247</b>	<b>27,612</b>	<b>18,365</b>	<b>33.5%</b>
<b>B: Expenditures</b>								
8986 Chandler Exhibits Repay MN Invest Fd	17,612	17,612	17,612	0	5,871	17,612	11,741	33.3%
<b>TOTAL EXPENDITURES</b>	<b>17,612</b>	<b>17,612</b>	<b>17,612</b>	<b>0</b>	<b>5,871</b>	<b>17,612</b>	<b>11,741</b>	<b>33.3%</b>
<b>Net MN INVESTMENT FUND</b>	<b>10,031</b>	<b>10,039</b>	<b>10,038</b>	<b>4</b>	<b>3,376</b>	<b>10,000</b>	<b>6,624</b>	<b>33.8%</b>

**City of Afton**  
**Statement of Revenue and Expenditures**  
**General Fund Summary plus Detail for All Other Funds**  
**Year to Date 12/31/14**

		Audited	Audited	Audited	Month of	YTD Actual	Annual Budget	Remaining	YTD Act as %
		2011	2012	2013	Dec-14	12/31/14	2014	Budget \$	of Annual Budget
<b>#700 ROAD PAVING CONSTRUCTION FUND</b>									
A: Revenues									
4915	Interest - Road Const 4M Fund	0	0	0	0	0	0	0	
TOTAL REVENUE		0	0	0	0	0	0	0	
B: Expenditures									
69xx	Transfer to Street Imp for Afton Hills (Close out)	0	0	0	0	0	0	0	
TOTAL EXPENDITURES		0	0	0	0	0	0	0	
<b>Net ROAD PAVING CONSTRUCTION FUND</b>		0	0	0	0	0	0	0	
<b>#725 ROAD PAVING DEBT SERVICE FUND</b>									
A: Revenues									
4725	Road Paving Debt Levy Proceeds	267,000	282,000	292,000	0	305,000	305,000	0	100.0%
4916	Interest - Road Debt Service 4M Fund	41	44	47	14	63	0	(63)	
TOTAL REVENUE		267,041	282,044	292,047	14	305,063	305,000	(63)	100.0%
B: Expenditures									
7725	Interest Expense - 2005A Road Bonds	143,482	139,610	135,380	10,853	130,632	130,000	(632)	100.5%
7726	2005A Bond Admin Expense	403	403	403	0	425	500	75	85.0%
7735	Interest Expense - 2014A Refunding Bonds	0	0	0	0	0	0	0	
7736	2014A Refunding Bonds Admin Expense	0	0	0	9,870	38,845	0	(38,845)	
TOTAL EXPENDITURES		143,884	140,013	135,783	20,723	169,902	130,500	(39,402)	130.2%
<b>Net ROAD PAVING DEBT SERV FUND</b>		123,157	142,031	156,265	(20,709)	135,161	174,500	39,339	77.5%
<b>800 CITY INFRASTRUCTURE IMPROVEMENT FUND</b>									
A: Revenues									
4917	Interest Income (Expense)	0	2	3	0	3	0	(3)	
4871	Rental Income - Flood Levee Property	0	850	1,700	0	0	0	0	
4895	DNR Flood Improvement Grant	0	360,921	756,544	0	0	0	0	
4896	DNR Flood Imp Grant Match - Tax Levy	0	95,000	95,000	0	95,000	95,000	0	100.0%
TOTAL REVENUE		0	456,773	853,247	0	95,003	95,000	(3)	100.0%
B: Expenditures									
8890	DNR Flood Improvement Expense	6,673	436,755	935,490	86,337	511,529	0	(511,529)	
TOTAL EXPENDITURES		6,673	436,755	935,490	86,337	511,529	0	(511,529)	
C: Oth Fin Sources (Uses)/Transfers									
4848	Oper Trf from Park Reserve Fund	0	0	100,000	0	0	0	0	
TOTAL OTH FIN SOURCES (USES)		0	0	100,000	0	0	0	0	
<b>Net 800 CITY INFRASTRUCTURE IMPROVEMENT FUND</b>		(6,673)	20,018	17,756	(86,337)	(416,526)	95,000	511,526	-438.4%

**City of Afton**  
**Statement of Revenue and Expenditures**  
**General Fund Summary plus Detail for All Other Funds**  
**Year to Date 12/31/14**

	Audited 2011	Audited 2012	Audited 2013	Month of Dec-14	YTD Actual 12/31/14	Annual Budget 2014	Remaining Budget \$	YTD Act as % of Annual Budget
<b>#810 CITY DOCK FUND</b>								
<b>A: Revenues</b>								
4812 Lease of City Docks	3,850	3,850	3,850	0	3,850	3,850	0	100.0%
4909 Interest Income - 4M Fund	19	18	20	2	22	0	(22)	
<b>TOTAL REVENUE</b>	<b>3,869</b>	<b>3,868</b>	<b>3,870</b>	<b>2</b>	<b>3,872</b>	<b>3,850</b>	<b>(22)</b>	<b>100.6%</b>
<b>B: Expenditures</b>								
8930 Dock Improvements	0	0	0	1,115	1,115	0	(1,115)	
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,115</b>	<b>1,115</b>	<b>0</b>	<b>(1,115)</b>	
<b>Net #10 CITY DOCK FUND</b>	<b>3,869</b>	<b>3,868</b>	<b>3,870</b>	<b>(1,113)</b>	<b>2,756.90</b>	<b>3,850</b>	<b>1,093</b>	<b>71.6%</b>

**TOTAL ALL FUNDS COMBINED**

TOTAL REVENUE	2,512,711	2,864,822	3,454,401	41,055	2,605,178
TOTAL EXPENDITURES	1,957,756	1,864,998	2,478,415	286,696	2,007,547
OTH FINANCING SOURCES (USES)	(639,524)	(655,796)	(686,408)	0	(696,956)
<b>Net ALL FUNDS COMBINED</b>	<b>(84,569.53)</b>	<b>344,027.89</b>	<b>289,578.57</b>	<b>(245,641.21)</b>	<b>(99,324.15)</b>

**City of Afton**  
**Detail Statement of Revenue and Expenditures - General Fund Only**  
**Year to Date 12/31/14**

	Audited 2011	Audited 2012	Audited 2013	Month of Dec-14	YTD Actual 12/31/14	Annual Budget 2014	Remaining Budget \$	YTD Act as % of Annual Budget
<b>#100 GENERAL FUND</b>								
<b>1-PROPERTY TAXES:</b>								
4000 Current Tax Levy	800,214	840,790	870,158	12,721	860,094	878,601	18,507	97.9%
4003 Market Value Credit (Special Levies)	50,928	0	0	0	0	0	0	
4005 Fiscal Disparity	63,057	51,127	46,685	0	47,649	47,873	224	99.5%
4015 Delinq Taxes, Penalties, Int & Adj	22,397	6,421	17,089	(304)	17,950	0	(17,950)	
4013 Street Improvement Capital Fund	114,649	171,000	190,000	0	200,000	200,000	0	100.0%
6928 Special Reserve Fund	0	17,579	0	0	294	294	0	100.0%
6932 Stormwater Fund	3,500	3,500	3,500	0	3,500	3,500	0	100.0%
6933 Vehicle/Equipment Replacement Fund	2,500	2,500	2,500	0	2,500	2,500	0	100.0%
6935 Comprehensive Plan	5,000	(7,762)	100	0	2,000	2,000	0	100.0%
6936 Flood Fund	5,500	5,500	5,500	0	5,500	5,500	0	100.0%
6937 DNR Grant Match	0	95,000	95,000	0	95,000	95,000	0	100.0%
6934 Codification	6,000	(12,358)	100	0	100	100	0	100.0%
4843 MN Unemployment Claims	0	10,000	10,000	0	3,000	3,000	0	100.0%
4847 Election Fund	0	4,250	5,500	0	5,500	5,500	0	100.0%
6910 City Council Contingency Fund	0	8,000	0	0	0	0	0	
4842 Audit and Legal Reserve	150,000	20,000	100	0	100	100	0	100.0%
4844 Parks Capital Repairs/Trail & Ped Bridge	6,000	3,000	3,500	0	5,500	5,500	0	100.0%
4022 Afton Septic System - City Bldgs	0	0	0	0	15,000	15,000	0	100.0%
4846 Sidewalk	2,000	2,000	2,000	0	2,000	2,000	0	100.0%
4012 Bldg & Land Capital Fund	2,500	2,500	5,000	0	6,000	6,000	0	100.0%
4050 Debt Service Levy, Fire Hall Remodeling	54,875	55,546	55,808	0	57,356	57,356	0	100.0%
4725 Debt Serv Levy - Road Construction Bonds	267,000	282,000	292,000	0	305,000	305,000	0	100.0%
TOTAL PROPERTY TAXES	1,556,120	1,560,592	1,604,540	12,417	1,634,042	1,634,824	782	100.0%
<b>2-INTERGOVERNMENTAL REVENUE:</b>								
4100 Gravel Tax/West Lakeland Cent College	0	0	(2,301)	0	(2,374)	(2,300)	74	
4108 Market Value Credit - Ag	0	6,606	2,950	2,855	5,797	0	(5,797)	
4112 PERA Rate Increase Aid	634	634	634	317	634	634	0	100.0%
4175 Agricultural perserve credit	593	790	528	659	659	500	(159)	131.7%
TOTAL INTERGOVT REVENUES	1,227	8,031	1,811	3,831	4,715	(1,166)	(5,881)	
<b>3-CHARGES FOR SERVICES:</b>								
4205 Assessment Search	10	80	20	0	50	35	(15)	142.9%
4210 Sale of City Data (Various Media)	41	125	52	2	20	100	80	20.0%
4230 Recycling bin revenue	0	0	0	0	0	0	0	
4270 Misc Planning & Zoning Fees	0	0	0	0	0	0	0	
TOTAL CHARGES FOR SERVICES	51	205	72	2	70	135	65	51.9%

**City of Afton**  
**Detail Statement of Revenue and Expenditures - General Fund Only**  
**Year to Date 12/31/14**

	Audited 2011	Audited 2012	Audited 2013	Month of Dec-14	YTD Actual 12/31/14	Annual Budget 2014	Remaining Budget \$	YTD Act as % of Annual Budget
<b>4-FINES &amp; FORFEITURES:</b>								
4300 County Fines & Fees	17,646	19,292	15,901	0	10,359	16,000	5,641	64.7%
4305 Other Fines & Forfeitures	210	0	0	0	0	250	250	0.0%
TOTAL FINES & FORFEITURES	17,856	19,292	15,901	0	10,359	16,250	5,891	63.7%
<b>5-LICENSES, FEES, PERMITS:</b>								
4400 Building Permit Fees - Afton	78,832	85,983	181,192	2,765	86,885	65,000	(21,885)	133.7%
4401 Building & Eng'g Inspection Fees	1,070	965	2,729	0	800	250	(550)	320.0%
4404 4th of July permits	550	919	200	0	250	500	250	50.0%
4405 Pet License & Impound Fees	1,344	230	1,825	150	335	300	(35)	111.7%
4410 Liquor Licenses	2,600	2,600	3,000	0	3,000	2,600	(400)	115.4%
4415 Other Licenses	320	156	339	146	413	350	(63)	118.0%
4435 Street Opening & Utility Permit Fees	500	3,250	2,500	0	750	1,750	1,000	42.9%
4437 Utility Franchise Fees	59,523	58,409	58,383	14,405	59,438	57,000	(2,438)	104.3%
4440 Zoning Fees & Permits	2,976	3,925	3,185	525	10,248	3,000	(7,248)	341.6%
TOTAL LICENSES, FEES, PERMITS	147,715	156,437	253,353	17,991	162,119	130,750	(31,369)	124.0%
<b>7-MISCELLANEOUS REVENUE:</b>								
4601 Insurance dividend	3,824	6,162	4,072	3,208	3,208	1,125	(2,083)	285.2%
4604 Park rental & cleaning fees	860	1,221	550	200	825	500	(325)	165.0%
4615 Settlements/Other Income/Transfer	267	163	0	0	10	0	(10)	
TOTAL MISCELLANEOUS REVENUE	4,951	7,546	4,622	3,408	4,043	1,625	(2,418)	248.8%
<b>9-OTHER GRANTS:</b>								
4810 County Grant-recycling grant	7,098	7,098	7,098	0	7,178	7,090	(88)	101.2%
4815 Cable Commission Grant	1,200	1,200	1,200	0	1,200	1,200	0	100.0%
TOTAL OTHER GRANTS	8,298	8,298	8,298	0	8,378	8,290	(88)	101.1%
<b>10-INTEREST REVENUES:</b>								
4901 Interest - 4M Fund General	38	45	57	20	54	50	(4)	108.5%
TOTAL INTEREST REVENUES	38	45	57	20	54	50	(4)	108.5%
<b>TOTAL REVENUES</b>	<b>1,736,256</b>	<b>1,760,445</b>	<b>1,888,654</b>	<b>37,669</b>	<b>1,823,780</b>	<b>1,790,758</b>	<b>(33,022)</b>	<b>101.8%</b>

**City of Afton**  
**Detail Statement of Revenue and Expenditures - General Fund Only**  
**Year to Date 12/31/14**

	Audited 2011	Audited 2012	Audited 2013	Month of Dec-14	YTD Actual 12/31/14	Annual Budget 2014	Remaining Budget \$	YTD Act as % of Annual Budget
<b>B: EXPENDITURES</b>								
<b>1-WAGES &amp; BENEFITS:</b>								
5002 Mayor & Council	13,200	13,200	13,200	1,100	13,200	13,200	0	100.0%
5004 Administrator	56,163	68,235	75,000	7,346	81,575	76,500	(5,075)	106.6%
5005 Asst City Administrator	5,452	0	0	0	0	0	0	
5007 Intern/Office Assistant	14,568	15,168	15,676	1,346	17,717	15,300	(2,417)	115.8%
5008 Office Manager/Deputy Clerk	34,078	34,975	36,436	3,449	38,593	40,800	2,207	94.6%
5020 Maintenance Personnel incl Vehicle Allowance	17,671	18,464	19,055	1,389	17,849	22,797	4,948	78.3%
5014 FICA & Medicare	9,604	10,782	11,754	1,219	13,425	12,898	(527)	104.1%
5018 Insurance Benefits (Disability)	467	362	728	54	642	1,140	498	56.3%
5037 Other Financial Benefits	0	1,617	6,000	2,200	16,200	6,000	(10,200)	270.0%
5053 PERA	9,479	10,106	10,772	1,003	11,416	12,223	807	93.4%
5024 Workers Comp Insurance	2,569	2,183	2,185	0	2,530	2,500	(30)	101.2%
TOTAL WAGES & BENEFITS	163,249	175,091	190,806	19,107	213,147	203,358	(9,789)	104.8%
<b>2-PROFESSIONAL SERVICES:</b>								
5120 Contract - Videographer	498	556	523	292	606	1,000	394	60.6%
5125 Contract - Government Affairs	14,109	0	0	0	0	0	0	
5302 Assessor Fees	18,919	18,683	18,977	0	20,191	21,200	1,009	95.2%
5304 Accounting fees	12,545	12,705	13,020	1,645	13,365	14,000	635	95.5%
5305 Auditing fees	5,200	5,810	4,665	0	5,350	5,700	350	93.9%
5310 Engineering Fees	24,796	15,896	16,852	4,905	12,722	30,000	17,278	42.4%
5315 Recording fees	0	92	0	0	151	300	149	50.4%
5320 Legal fees - Prosecution	28,381	26,824	28,273	2,364	29,698	28,000	(1,698)	106.1%
5321 Legal fees - General/Civil	19,182	21,176	24,383	1,636	13,772	22,000	8,228	62.6%
5330 Planning Fees	21,705	(12,134)	0	0	0	0	0	
5335 Other Fees for Service	0	0	0	0	0	1,500	1,500	0.0%
5350 Building Inspection Fees - Stensland	33,479	35,805	68,952	2,830	36,910	22,750	(14,160)	162.2%
5360 Misc Dev Fees	(78)	0	91	0	(200)	0	200	
5370 Well Monitoring Program	0	72	0	0	144	1,000	856	14.4%
5380 Watershed Management	459	459	488	0	488	500	12	97.7%
TOTAL PROFESSIONAL SERVICES	179,195	125,944	176,224	13,672	133,198	147,950	14,752	90.0%

**City of Afton**  
**Detail Statement of Revenue and Expenditures - General Fund Only**  
**Year to Date 12/31/14**

	Audited 2011	Audited 2012	Audited 2013	Month of Dec-14	YTD Actual 12/31/14	Annual Budget 2014	Remaining Budget \$	YTD Act as % of Annual Budget
<b>4-OTHER EXPENDITURES:</b>								
5500 Office Equipment	573	0	527	0	176	600	424	29.3%
5505 Bank/IRS Fees/Penalties/Sales Tax	646	496	664	44	135	400	265	33.8%
5510 Comp Svc (All Hard/Software, GIS, Web, Email)	9,108	7,645	7,476	530	4,825	9,500	4,675	50.8%
5516 Copier Lease	7,091	6,186	7,148	803	6,424	7,500	1,076	85.6%
5520 Equipment Maintenance	798	0	0	179	62	1,000	938	6.2%
5525 Insurance-General Liability	32,199	19,564	20,824	0	18,377	20,000	1,623	91.9%
5535 Misc. Expense	1,644	708	357	0	230	3,000	2,770	7.7%
5540 Office Supplies	3,322	3,533	3,281	218	2,673	4,500	1,827	59.4%
5545 Other Administration	0	139	100	0	475	500	25	95.0%
5550 Postage	3,362	3,164	3,720	401	4,816	3,500	(1,316)	137.6%
5555 Publishing & Printing	2,346	2,068	1,777	404	2,336	2,800	464	83.4%
5560 Newsletter	5,457	6,250	4,833	649	5,281	6,600	1,319	80.0%
5565 Telephone	3,914	2,707	2,901	160	2,759	3,500	741	78.8%
5575 Travel & Mileage	551	47	30	0	180	500	320	36.0%
5580 Membership & Dues	2,817	2,916	2,987	0	2,987	3,000	13	99.6%
5585 Seminars & Education	2,129	1,025	1,455	1,145	1,932	2,000	68	96.6%
5595 Election Expenses	(181)	0	0	0	0	0	0	
5598 Charter Commission/Special Election	(168)	0	0	0	0	0	0	
<b>TOTAL OTHER EXPENDITURES</b>	<b>75,608</b>	<b>56,448</b>	<b>58,082</b>	<b>4,533</b>	<b>53,668</b>	<b>68,900</b>	<b>15,232</b>	<b>77.9%</b>
<b>SUBTOTAL GENERAL &amp; ADMINISTRATIVE</b>	<b>418,051</b>	<b>357,484</b>	<b>425,111</b>	<b>37,311</b>	<b>400,012</b>	<b>420,208</b>	<b>20,196</b>	<b>95.2%</b>
<b>5-PUBLIC SAFETY:</b>								
5605 Animal Control	3,340	3,834	1,969	0	1,899	4,000	2,101	47.5%
5625 Fire & Ambulance Service	189,564	189,316	199,472	0	213,705	214,000	295	99.9%
5626 Fire Relief Association	10,256	6,782	2,470	0	0	0	0	
5635 Police Service - County	160,738	163,521	165,033	84,608	168,494	167,100	(1,394)	100.8%
<b>TOTAL PUBLIC SAFETY</b>	<b>363,897</b>	<b>363,453</b>	<b>368,944</b>	<b>84,608</b>	<b>384,098</b>	<b>385,100</b>	<b>1,002</b>	<b>99.7%</b>
<b>6-PUBLIC HEALTH:</b>								
5705 Recycling - Afton	0	0	0	25	150	500	350	30.0%
5720 Refuse Hauling - City Hall	1,458	1,294	887	61	1,630	1,500	(130)	108.6%
<b>TOTAL PUBLIC HEALTH</b>	<b>1,458</b>	<b>1,294</b>	<b>887</b>	<b>86</b>	<b>1,780</b>	<b>2,000</b>	<b>220</b>	<b>89.0%</b>

**City of Afton**  
**Detail Statement of Revenue and Expenditures - General Fund Only**  
**Year to Date 12/31/14**

	Audited 2011	Audited 2012	Audited 2013	Month of Dec-14	YTD Actual 12/31/14	Annual Budget 2014	Remaining Budget \$	YTD Act as % of Annual Budget
<b>7-STREETS:</b>								
5820 Gravel Road Maintenance	3,992	3,114	2,517	0	1,755	4,000	2,245	43.9%
5825 Crackseal/Seal Coat/Gravel Shouldering	69,118	6,009	720	0	90,685	71,000	(19,685)	127.7%
5830 Snow & Ice Control	100,156	95,457	162,076	19,512	115,692	110,000	(5,692)	105.2%
5835 Surf maint/Sweeping/Pothole Repair	6,932	21,432	25,054	0	29,844	30,000	156	99.5%
5845 Brush,Tree,Mow,Bridge,Culvert,Guardrail	24,042	33,893	65,736	0	25,502	25,000	(502)	102.0%
5850 Street Lighting	4,606	4,480	4,682	313	3,982	5,000	1,018	79.6%
5855 Gas Lamps - Operating Costs	2,620	2,870	2,688	284	2,851	2,000	(851)	142.5%
5856 Gas Lamps - Capital	2,860	2,841	2,468	0	0	0	0	
5860 Signs & Signals	3,120	2,123	1,691	0	2,977	3,000	23	99.2%
5870 Other - Road Maint.	1,454	1,791	575	27	758	2,000	1,242	37.9%
<b>TOTAL STREETS</b>	<b>218,899</b>	<b>174,009</b>	<b>268,207</b>	<b>20,136</b>	<b>274,047</b>	<b>252,000</b>	<b>(22,047)</b>	<b>108.7%</b>
<b>9-OTHER PUBLIC WORKS EXPENDITURES:</b>								
5910 Flood Control (Operate Pump/Dike)	1,651	658	264	0	803	4,000	3,197	20.1%
5920 Repair & Maint - Equipment	1,787	1,740	518	0	1,312	1,500	188	87.5%
5925 Fuel & Lubricants	492	696	694	0	478	1,000	522	47.8%
5930 Tools & Minor Equipment	575	487	217	0	243	950	707	25.6%
5940 Sidewalk improvements	0	0	0	0	0	300	300	0.0%
<b>TOTAL OTHER PUBLIC WORKS</b>	<b>4,504</b>	<b>3,581</b>	<b>1,692</b>	<b>0</b>	<b>2,836</b>	<b>7,750</b>	<b>4,914</b>	<b>36.6%</b>
<b>SUBTOTAL STREETS, REHAB &amp; PUBLIC WORKS</b>	<b>223,403</b>	<b>177,590</b>	<b>269,899</b>	<b>20,136</b>	<b>276,883</b>	<b>259,750</b>	<b>(17,133)</b>	<b>106.6%</b>
<b>9-BUILDINGS &amp; LAND:</b>								
6010 Gas Heat	1,805	1,186	1,721	208	2,060	2,500	440	82.4%
6020 Electricity	1,815	1,707	2,030	175	1,822	1,750	(72)	104.1%
6030 Miscellaneous Expense	424	1,044	1,565	49	777	500	(277)	155.4%
6035 Cleaning	295	150	957	140	1,031	500	(531)	206.1%
6040 Repair & Maintenance	840	1,175	1,404	35	898	2,000	1,102	44.9%
6045 City Garage Expense	2,360	2,017	3,266	419	3,264	2,500	(764)	
6050 Supplies	253	231	260	18	594	500	(94)	118.8%
<b>TOTAL BUILDINGS &amp; LAND</b>	<b>7,792</b>	<b>7,511</b>	<b>11,203</b>	<b>1,044</b>	<b>10,446</b>	<b>10,250</b>	<b>(196)</b>	<b>101.9%</b>

**City of Afton**  
**Detail Statement of Revenue and Expenditures - General Fund Only**  
**Year to Date 12/31/14**

	Audited 2011	Audited 2012	Audited 2013	Month of Dec-14	YTD Actual 12/31/14	Annual Budget 2014	Remaining Budget \$	YTD Act as % of Annual Budget
<b>12-PARKS &amp; RECREATION:</b>								
6105 4th of July Celebration	3,717	4,265	2,985	0	3,691	3,500	(191)	105.5%
6135 Park Maintenance	2,191	783	713	590	1,275	1,200	(75)	106.3%
6140 Miscellaneous expense	110	0	107	0	52	300	248	17.3%
6145 Park Equipment	18	0	0	0	0	0	0	
6205 Cemetery maintenance	0	0	0	0	0	100	100	0.0%
<b>TOTAL PARKS &amp; RECREATION</b>	<b>6,036</b>	<b>5,049</b>	<b>3,805</b>	<b>590</b>	<b>5,018</b>	<b>5,100</b>	<b>82</b>	<b>98.4%</b>
<b>OVER ALL TOTAL EXPENDITURES</b>	<b>1,020,638</b>	<b>912,381</b>	<b>1,079,849</b>	<b>143,774</b>	<b>1,078,237</b>	<b>1,082,408</b>	<b>4,171</b>	<b>99.6%</b>
<b>C: OTHER FINANCING SOURCES (USES)</b>								
4725 Tax Levy to Road Debt Service Fund	(267,000)	(282,000)	(292,000)	0	(305,000)	(305,000)	0	
4050 Tax Levy to Fire Hall Debt Service Fund	(54,875)	(55,546)	(55,808)	0	(57,356)	(57,356)	0	
6920 Oper trf to Bldg & Land Fund - Budgeted	(2,500)	(2,500)	(5,000)	0	(6,000)	(6,000)	0	
6920 Oper trf to Bldg & Land Fund - UnBudgeted			(25,000)	0	0			
6921 Oper trf to Street Imp -UnBudgeted	(55,000)	(175,000)	(25,000)	0	0	0		
6925 Oper trf to Street Imp -Budgeted	(114,649)	(171,000)	(190,000)	0	(200,000)	(200,000)	0	
6928 Oper Trf from(to) Special Reserve Fund	0	(17,579)	(85,000)	0	(294)	(294)	0	
6932 Oper Trf to Stormwater Fund	(3,500)	(3,500)	(3,500)	0	(3,500)	(3,500)	0	
6933 Oper Trf to Vehicle Fund	(2,500)	(2,500)	(2,500)	0	(2,500)	(2,500)	0	
6935 Oper Trf to Comprehensive Plan	(5,000)	7,762	(100)	0	(2,000)	(2,000)	0	
6936 Oper Trf to Flood Mitigation & Control	(5,500)	(5,500)	(5,500)	0	(5,500)	(5,500)	0	
6937 Oper Trf to DNR Grant Match	0	(95,000)	(95,000)	0	(95,000)	(95,000)	0	
UnBud Trf to Spec Act MN UI Claims, Sev, PTO	(40,000)	0	0	0	0	0	0	
6934 Oper trf to Codification (Spec Act Fd)	(6,000)	12,358	(100)	0	(100)	(100)	0	
4843 Oper Trf to MN Unemployment Claims	0	(10,000)	(10,000)	0	(3,000)	(3,000)	0	
4847 Oper Trf to Election Expense Fund	0	(12,250)	(5,500)	0	(5,500)	(5,500)	0	
6910 City Council Contingency Fund	0	(8,000)	0	0	0	0	0	
4842 Oper Trf to Audit and Legal Reserve	(150,000)	(20,000)	(100)	0	(100)	(100)	0	
4844 Oper Trf to Parks Capital Repairs/Trail & Ped Bridge	(6,000)	(3,000)	(3,500)	0	(5,500)	(5,500)	0	
xxx Oper Trf to Afton Septic System - City Bldgs				0	(15,000)	(15,000)		
4846 Oper Trf to Sidewalk	(2,000)	(2,000)	(2,000)	0	(2,000)	(2,000)	0	
6929 Trf (to)/from Special Activities Fund (Various)	0	0	0	0	0	0	0	
<b>TOTAL OTH FINANCING/TRANSFERS</b>	<b>(714,524)</b>	<b>(845,255)</b>	<b>(805,608)</b>	<b>0</b>	<b>(708,350)</b>	<b>(708,350)</b>	<b>0</b>	
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>\$1,094</b>	<b>\$2,810</b>	<b>3,197</b>	<b>(106,105)</b>	<b>37,193</b>	<b>\$0</b>	<b>(37,193)</b>	
Fund Balance - Beginning of Period	\$257,014	\$258,108	260,918		\$264,114			
Fund Balance - End of Period	\$258,108	\$260,918	264,114		\$301,307			

**City of Afton**  
**Summary of Special Activities and Disaster Funds**  
**YTD 12/31/14**

	Balance 12/31/2012	Balance 12/31/2013	Receipts	Disbursements	Transfers	Balance 12/31/2014
<b>#550 Special Activities Fund</b>						
A. Interest (unallocated)	3,826.56	3,848.46	23.21			3,871.67
B1. Cable Commission	23,978.90	23,978.90	5,266.74	10,866.77		18,378.87
B2. 4th of July Reserve	914.75	0.00				0.00
B3. City Council Contingency Reserve	13,752.60	13,452.60		2,477.60		10,975.00
B4. Community Garden	1,250.00	(87.88)				(87.88)
B4. MN Historic Preservation Design Guidelines	5,350.00	0.00				0.00
C1. Codification	3,550.20	3,650.20	100.00			3,750.20
C2. Comprehensive Plan	7,573.28	7,673.28	2,000.00	1,517.92		8,155.36
D1. Flood Control (Acct 7836)	2,945.20	8,445.20	5,500.00	8,881.21		5,063.99
D2. Storm Water Control	14,433.70	17,933.70	3,500.00			21,433.70
D6. TAG Wastewater Comm Assessmnt (Acct 7833)	(3,818.12)	(15,982.34)				(15,982.34)
F. Applicant Pass-Thru Expenses	0.00	0.00	8,686.36	8,686.36		0.00
G. TIF Dist No. 1 (Afton Market Square)	849.01	849.01				849.01
H. State Fire Aid (Pass-Thru)	0.00	0.00	44,687.24	44,687.24		0.00
I. City Vehicles	(650.52)	1,648.96	2,500.00			4,148.96
K. Audit/Legal Reserve	38,236.57	38,336.57	100.00			38,436.57
L. MN UI Claims, Severance & Oth PTO	14,425.53	20,788.53	3,000.00			23,788.53
M. Pedestrian Bike Trail & Bridge	21,000.00	10,959.94	5,500.00			16,459.94
N. Election Expense	1,670.12	6,402.20	5,500.00	6,121.93		5,780.27
O. Sidewalk	6,000.00	8,000.00	2,000.00			10,000.00
<b>Total #550 Special Activities Fund</b>	<b>155,287.78</b>	<b>149,897.33</b>	<b>88,363.55</b>	<b>83,239.03</b>	<b>0.00</b>	<b>155,021.85</b>
<b>#600 MN Investment Fund</b>						
4886/8986 Chandler Exhibits	90,946.70	100,985.08	9,246.61	5,870.56	0.00	104,361.13
<b>Total #600 MN Investment Fund</b>	<b>90,946.70</b>	<b>100,985.08</b>	<b>9,246.61</b>	<b>5,870.56</b>	<b>0.00</b>	<b>104,361.13</b>