



CITY COUNCIL AGENDA
AFTON CITY COUNCIL CHAMBERS
3033 St. Croix Trail South
TUESDAY, January 21, 2020
7:00 P.M.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

- 3. ROLL CALL**
- _____ Mayor Palmquist
 - _____ Council Member Nelson
 - _____ Council Member Ross
 - _____ Council Member Wroblewski
 - _____ Council Member Perkins

4. APPROVAL OF AGENDA

- A. Approval of the Agenda for the Regular City Council Meeting of January 21, 2020 -

5. APPROVAL OF MINUTES

- A. Minutes of the December 4, 2019 Council Work Session-
B. Minutes of the December 17, 2019 City Council Meeting-

6. 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.

7. REPORTS/PRESENTATIONS

- A. Sheriff's Monthly Report -
B. Fitzie Heimdahl - St. Croix Utility Box Mural Project
C. Tom Niedzwiecki, Budget Report -
D. Lower St. Croix Fire District Report -

8. 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. 4M Fund Transfers - DECEMBER - **Resolution 2020-01**
C. Renew 4M Joint Powers Agreement - **Resolution 2020-02**
D. Designate Official Depository - **Resolution 2020-03**
E. Designate Official Newspaper - **Resolution 2020-04**
F. Designate the Official Signatories for Payroll and Checks - **Resolution 2020-05**

9. CITY COUNCIL BUSINESS

A. Planning Commission Report – (PC Chair Report & Draft PC Minutes)

1. Sue Biagini Variance Application at 15904 Afton Boulevard – **Resolution 2020-06**
2. PLCD Ordinance Amendment – **Ordinance 01-2020**
3. Draft Short Term Residential Rentals Ordinance

B. Engineering Report – (Engineer Staff Report)

(See Item 9.C.3)

C. Administration –

1. Afton Creek Preserve Construction Update
2. Request for Reduction in the Afton Creek Preserve Letter of Credit
3. River Road Sanitary Sewer Project Update
4. Replace City Hall Fluorescent Lights with LED Lights
5. Annual RFP Process for Contracted City Services
6. Designate the City Engineer – **Resolution 2020-07**
7. Designate the City Attorney – **Resolution 2020-08**
8. Annual Appointments – **Resolution 2020-09**
9. 2020 Regular Meeting Schedule – **Resolution 2020-10**
10. Appointment of Election Judges – **Resolution 2020-11**
11. Additional Signage on Regional Trail and at City Entrances
12. Vimeo Storage Proposal from Afton Historical Museum
13. Electronic Payments and Laserfiche Public Portal
14. Elected Leaders Training Workshops
15. Schedule Work Session
16. Preparations for Goal Setting
17. 3M Settlement Update
18. Signs for Pollinator Plantings at City Hall

D. Committee Reports -

1. Public Works
2. Personnel
3. Parks
4. Heritage Preservation Commission / Design Review
5. Natural Resources and Groundwater

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

- A.** Ward 1 Council Member Perkins
- B.** Ward 2 Council Member Wroblewski
- C.** Ward 3 Council Member Ross
- D.** Ward 4 Council Member Nelson
- E.** Mayor Palmquist
- F.** City Attorney Knaak
- G.** City Administrator Moorse

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 City Council Work Session Minutes
December 4, 2019
5:00 P.M.**

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- 9 **1. THE MEETING WAS CALLED TO ORDER** at 6:50 P.M. by Mayor Palmquist.
 - 10
 - 11 **2. ROLL CALL:** Council Members Nelson, Ross, Wroblewski and Perkins, and Mayor Palmquist. **Quorum**
 - 12 **Present.**
 - 13 **ALSO PRESENT:** City Administrator Ron Moore and City Accountant Tom Niedzwiecki.
 - 14
 - 15 **3. APPROVAL OF AGENDA**
 - 16 **Motion/Second: Ross/Nelson. To approve the agenda. Motion carried 5-0-0.**
 - 17

18 **4. CITY COUNCIL BUSINESS**

19 **A. Downtown Village Improvement Project Financial Update**

20
21
22 City Accountant, Tom Niedzwiecki, reviewed with the Council his most recent cash flow projection for the
23 Downtown Improvement Project. There is a funding gap for the project related to construction costs, legal
24 costs for assessment appeals and easement condemnation processes and the as-yet uncertain results of the
25 on-going easement condemnation hearing processes. The magnitude of the funding gap is uncertain at this
26 time, but will become more certain as the easement hearings are completed and assessment appeals are
27 resolved.

28
29 Mayor Palmquist pointed out that, although the cash flow projection reflects sufficient funding to pay off
30 the Downtown Project's temporary bonds, a significant amount of the potential revenues from the PFA
31 grant and loans has not been received, although nearly all expenditures have been incurred. He questioned
32 whether all of the funds available through the PFA grant and loans will be received, and indicated this is
33 important in relation to the payoff of the temporary bonds in April of 2020. Moore indicated the City
34 Engineer is working with the PFA to obtain all of the revenue the City is eligible to receive.

35
36 **B. 3M Settlement**

37 Moore explained that the consultant preparing the conceptual drinking water plan for the east metro area
38 has asked the cities to provide feedback on a number of questions that impact the scope and cost of the
39 plan. The Council directed staff to provide recommendations regarding the answers to the questions for the
40 Council's review

41
42 **C. Storage and Access of Meeting Videos**

43 The Council agreed to consider this item at its December 17, 2019 regular meeting.

44
45 **D. Laserfiche Update and Goals**

46 The Council agreed to consider this item at its December 17, 2019 regular meeting.

47
48 **5. ADJOURN –**

49
50 **Motion/Second: Ross/Wroblewski. To adjourn the meeting at 7:30 p.m.**
51 **Motion carried 5-0-0.**

52
53 Respectfully submitted by:
54

55 _____
56 Ronald J. Moorse, City Administrator

57
58 **Approved by Council on January 21, 2020 as (check one): Presented: _____ Amended: _____**

59
60 **Signed by Mayor Bill Palmquist _____ Date _____**

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

DRAFT City Council Regular Meeting Minutes
December 17, 2019
Afton City Hall
3033 St. Croix Trail
Afton, MN 55001
7:00 P.M.

-
- 11 **1. THE MEETING WAS CALLED TO ORDER** at 7:00 P.M. by Mayor Bill Palmquist
- 12
- 13 **2. THE PLEDGE OF ALLEGIANCE** – was recited.
- 14
- 15 **3. ROLL CALL:** Mayor Palmquist, Council Members Lucia Wroblewski, Stan Ross, Annie Perkins, Randy
16 Nelson. **A Quorum was Present.**
- 17
- 18 **ALSO PRESENT:** City Accountant Tom Niedzwiecki, City Administrator Ron Moorse, City Engineer
19 Susan Polka.
- 20
- 21 **4. APPROVAL OF AGENDA** –
- 22 Delete item 10c9, move to work session
- 23 **Motion/Second Ross/Wroblewski to approve the agenda for the December 17, 2019 Regular City**
24 **Council meeting with deletion of item 10c9. Passed 5-0.**
- 25
- 26 **5. APPROVAL OF MINUTES**
- 27 **A. Minutes of the November 19, 2019 Regular City Council meeting**
- 28 **Motion/Second Ross/Nelson to accept the minutes of the November 19, 2019 Regular City Council**
29 **meeting. Passed 4-0-1 (Perkins abstain due to absence).**
- 30 **B. Minutes of the December 4, 2019 Special City council meeting.**
- 31 **Motion/Second Ross/Nelson to approve the minutes of the December 4, 2019 Special City Council**
32 **meeting. Passed 5-0.**
- 33
- 34 **6. PUBLIC INPUT** –
- 35 Perry Eggers 13379 50th St S. Stated he is concerned about the ag zone over control of erosion, water runoff,
36 ground water. His brother is a civil engineer who said the developers have to be careful of protecting the
37 groundwater. Concern over damage to aquifer. Pond 7 needs proper repair be careful of taking out too much.
38 Be careful with environment.
- 39
- 40 Kathy Graham 5912 Trading Post Tr. Stated she is concerned over pond 7 at Afton Creek Preserve. It lies 10
41 feet from her property line and would like a proposed solution to repair.
- 42
- 43 **7. REPORTS/PRESENTATIONS** –
- 44 **A. Sheriff's Monthly Report**
- 45 No report
- 46
- 47 **B. Tom Niedzwiecki, Budget Report**
- 48 Provided an overview of the financial reports.
- 49
- 50 **C. Lower St. Croix Fire District Report**
- 51 Richard Bend reported on the last meeting. Discussion was held on a proposal for a permitting process
52 for multi-family, non owner occupied homes that would require annual fire inspections. 3% cost of living
53 raise was approved.

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8. CONSENT AGENDA

A. Just and Correct Claims

B. 4M Fund Transfer August – Resolution 2019- 41

Motion/Second Ross/Nelson to approve Resolution 2019-41, 4M fund transfers for November. Roll call: All aye, Passed 5-0.

9. BUDGET AND TAX LEVY HEARING

A. 2020 Proposed Budget & Tax levy

Resolution 2019-42 2020 Budget

Resolution 2019-43 2020 Tax Levy

Mayor Palmquist opened the public hearing at 7:20 pm.

Administrator Moore provided an overview of the 2020 budget proposal.

Kris Kopitzke asked about the 401 system fund for 12 houses on river road.

Administrator Moore stated the funding will likely come from a bond issue, also there is an existing levy in place.

No other comments

Motion/Second Ross/Wroblewski to close public hearing. Passed 5-0.

Motion/Second Nelson/Ross to adopt Resolution 2019-42 approving the 2020 Budget. Roll call: all aye, passed 5-0.

Motion/Second Ross/Nelson to adopt Resolution 2019-43 approving the 2020 Tax Levy. Roll call: all aye, passed 5-0.

10. CITY COUNCIL BUSINESS

A. Planning Commission Report – (PC report & Draft PC minutes)

1. Draft PLCD ordinance amendment

Chair Kopitzke provided a summary of the last meeting and the draft ordinance.

Council member Nelson recommended looking at wildlife corridors in the future.

Palmquist asked about the enforcement language

Motion/Second Wroblewski/Ross to have the Planning Commission finalize the draft and hold a public hearing. Passed 5-0.

2. Draft Short Term Residential Rental Ordinance

Planning Commission will be discussing more at the next meeting.

B. Engineering Report – (Engineer Staff Report & Council Update)

1. 2020 Washington County Culvert Replacement Project CSAH 21

Culvert will be replaced next summer, residents will be informed prior to construction.

2. WSB 2020 Fee Schedule

Motion/Second Ross/Nelson to approve WSB requested rate increase for 2020. Passed 5-0

C. Administration –

1. Afton Creek Preserve Construction Update

Jennifer Hildebrand reported that they (WSB) met on Dec 9 with the development team. Discussed strategy to address spring thaw issue, items done to date for winter construction, seeding plan, pond 7, overflow berm at 6, and ponds 2&4.

Spring thaw – different action levels were discussed based on rainfall and water levels at high event in ponds. She is pleased with the feedback from developer’s team.

Winter work – satisfactory at this time.

- 106 Seeding plan – satisfactory at this time.
107 Proposed drawdown level pond 7, drain tile – satisfactory at this time.
108 Overflow berm at pond 5 – grading issues on south end. The plan highlights what will be re-graded.
109 Satisfied that items have been adequately addressed.
110 Council member Wroblewski asked if the plan is on paper and agreed to? (yes)
111 Pond 5 berm will be reshaped for better drainage as specifically stated in plan.
112 Council member Ross asked who will be in command as we go into spring? Relationship?
113 Hildebrand replied the development team collectively will be monitoring on daily basis along with
114 Nick or Jennifer.
115 **Motion/Second Ross/Nelson to adopt plan as presented and direct staff to encourage WSB to**
116 **retain Jennifer Hildebrand as point person. Passed 5-0.**
117
118 2. River Road Sanitary Sewer Project Update
119 Engineer Polka provided an updated: The contractor has run into bedrock and was unable to
120 complete the job. There is an option to cut into the road to install, the cost estimate is double.
121 WSB recommends getting other quotes and waiting until spring to complete.
122 Council member Ross stated that the same contractor did a private septic and left damage on the
123 road which has not been resolved.
124 Council member Wroblewski asked if it would cost more money to go through the bid process
125 again?
126 Administrator Moorse stated it would be price quotes, not a formal bid process.
127 Mayor Palmquist asked how far they could linear drill? (about ½ way)
128 **Motion/Second Nelson/Ross to get three quotes to complete work on River Road sewer**
129 **project.**
130 Council member Perkins asked about the other option of grinder pump and connecting to force
131 main.
132 **Motion Vote: Passed 4-0-1 (Perkins abstain)**
133
134 3. Afton Historical Museum Application for National Registry
135 **Motion/Second Palmquist/Nelson to approve a letter recommendation supporting the Afton**
136 **Historical Museum’s application for grant funding for the preparation of an application for**
137 **inclusion on the National Register of Historic Places. Passed 4-0-1 (Ross abstain).**
138
139 4. Four Paws Animal Carcass Disposal
140 **Motion/Second Wroblewski/Ross to approve an arrangement with Four Paws for the disposal**
141 **of animal carcasses from the City’s public right-of-way. Passed 5-0.**
142
143 5. County Rd 21 Snow Storage
144 **Motion/Second Nelson/Perkins to allow Washington County to store excess snow in the Carver**
145 **park area, with the condition that fiber rolls be placed along the edges of the ponds in the**
146 **park to prevent silt from the melting snow from running into the ponds. Passed 5-0.**
147
148 6. Vimeo storage proposal from Afton Historical Museum
149 Administrator Moorse provided information on a proposal from the Afton Historical Museum to
150 archive, catalog and store public meeting videos at a cost of \$5,250.
151 Council member Wroblewski asked what other cities do to store videos?
152 Council member Ross stated that this proposal is to preserve historic events. Would compile videos
153 and put onto different media to be able to update.
154 **Motion/Second Nelson/Wroblewski to table item. Passed 4-0-1. (Ross abstain).**
155
156 7. Laserfiche goals

157 Council member Ross provided a summary of the public portal and online payment feature addition
158 to Laserfiche. Cost would be \$10,000.
159 Council member Wroblewski asked if there is an alternate way to do electronic payments that may
160 cost less?
161 Council member Nelson asked if this is in the budget (no). One time cost? (yes)
162 Mayor Palmquist stated the cost is too high and would like to look for an alternative for now.
163 Council member Nelson suggested we wait a year and re-evaluate.
164 **Motion/Second Nelson/Perkins to table item for one month and research other options. Passed**
165 **4-1 (Ross nay).**

166
167 8. Public Works Infrastructure Cost planning spreadsheet
168 No action was taken

169
170 9. ~~Firearms Ordinance Violation update~~
171 Moved to work session

172
173 10. Afton House Liquor License Renewal for 2020
174 **Motion/Second Nelson/Perkins to approve liquor license for Afton House for 2020. Passed 4-1**
175 **(Ross nay).**

176
177 11. Lumberyard Pub liquor license renewal for 2020
178 **Motion/Second Nelson/Wroblewski To approve liquor license for Lumberyard Pub for 2020.**
179 **Passed 5-0.**

180
181 12. Proposal for use of new ice breaker equipment to break up compacted snow
182 Tri County has new equipment they would like to purchase and trial which is supposed to break up
183 compacted snow on streets.
184 Mayor Palmquist suggested testing on roads that we're going to re-do.
185 Ken Johnson, Public Works stated we are getting more complaints. Currently use 50/50 mix of salt
186 sand on the roads.
187 Engineer Polka stated that there will be more regulations on use of salt in the future, would be worth
188 looking at.
189 Council member Perkins stated that there is too much salt on River Road.
190 Council member Ross suggested limiting to roads that are going to be repaved, and hill on 30th st.
191 Take photos before and after.
192 **Motion/Second Perkins/Wroblewski to authorize Tri County to use new ice breaker**
193 **equipment to break up compacted snow and ice on select roads and the hill on 30th St. Passed**
194 **5-0.**

195
196 **D. Committee Reports**

- 197 1. Public Works – no report
198 2. Personnel – need meeting
199 3. Parks – no report
200 4. Heritage Preservation Commission / Design Review – no report
201 5. Natural Resources and Groundwater – no report

202
203 **10. COUNCIL, CONSULTANT, AND STAFF REPORTS, ANNOUNCEMENTS, AND UPDATES**

- 204 A. Ward 1 Council Member Perkins – request for snowmobiles in town
205 B. Ward 2 Council Member Wroblewski – ice on 30th. appreciate being included in ice-break machine trial
206 C. Ward 3 Council Member Ross – no report
207 D. Ward 4 Council Member Nelson – no report
208 E. Mayor Palmquist – cell towers. MnDOT mtg on east metro transit Cottage Grove

- 209 F. City Attorney Knaak – no report
- 210 G. City Administrator Moorse – no report

211

212 **11. ADJOURN**

213 **Motion/Second Nelson/Wroblewski to adjourn. Passed 5-0 .**

214

215 Meeting adjourned at 9:09 PM

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217

218 Respectfully submitted by:

219

220 _____

221 Julie Yoho, City Clerk

222

223 Approved by Council January 21, 2020 as (check one): Presented: _____ Amended: _____

224

225

226 Mayor Bill Palmquist _____ Date _____

Citations for: Afton

12/1/2019 To 12/31/2019

Agcy	Date	Citation Number	Badge	Officer Name	Citation Type	Block	Street Name	Str Sfx	Cross Street Name	Cross St Sfx	City	Literal Description	Statute
WCSO	12/4/2019	820025933801	WC170	S. Wittl	Citation	0	MANNING AVE S		40TH ST S		Afton	MOV-Speed-Exceed 55 mph	169.14.2(a)(3)
WCSO	12/4/2019	820013933801	WC130 97	B. Gunderson	Citation	13400	I 94 TO ST CROIX TRAIL N RAMP				Afton	MOV-No Insurance-Owner Violation REG-Motor Vehicle Displaying Expired Registration	169.797.2
WCSO	12/4/2019	820013933801	WC130 97	B. Gunderson	Citation	13400	I 94 TO ST CROIX TRAIL N RAMP				Afton	MOV-No Insurance-Owner Violation REG-Motor Vehicle Displaying Expired Registration	168.09.4
WCSO	12/15/2019	820013934901	WC126 7	S. Mancini	Citation	0	MANNING AVE S		30TH ST S		Afton	MOV-Speed-Exceed Speed Limit Posted in Local Jurisdiction	169.14.5
WCSO	12/21/2019	820025935501	WC170	S. Wittl	Citation	0	MANNING AVE S		22ND ST S		Afton	DL-Drive After Suspension/DAS	171.24.1
WCSO	12/24/2019	820030935801	WC129 57	L. Rinzel	Citation	0	HUDSON RD S		NEAL AVE S		Afton	CRIM-Possession of Drug Paraphernalia CRIM-Possess Small Amount of Marijuana in MV (1.4 grams or more)	152.092(a)
WCSO	12/24/2019	820030935801	WC129 57	L. Rinzel	Citation	0	HUDSON RD S		NEAL AVE S		Afton	CRIM-Possession of Drug Paraphernalia CRIM-Possess Small Amount of Marijuana in MV (1.4 grams or more)	152.027.3

Incident Summary Report PUBLIC

From:12/1/2019 12:00:00 AM To:12/31/2019 11:59:59 PM



WASHINGTON COUNTY SHERIFFS OFFICE

AFTON

12/1/2019 12:20:48 AM	WC19051784	14XXX 15th St S, AFTON	VEHICLE TAMPERING
12/1/2019 2:06:00 AM	WC19051795	12XXX 8th St S, AFTON	SNOWMOBILE ACCIDENT
12/1/2019 6:10:23 AM	WC19051819	12XXX 8th St S, AFTON	FOLLOW UP
12/1/2019 8:26:14 AM	WC19051823	13XXX 15th St S, AFTON	VEHICLE TAMPERING
12/1/2019 4:06:04 PM	WC19051866	194 Eb Jeo Neal Ave N, AFTON	VEHICLE OFF THE ROADWAY
12/1/2019 5:25:22 PM	WC19051874	194 Wb Jeo Manning Ave N, AFTON	ACCIDENT
12/1/2019 5:43:54 PM	WC19051878	194 Eb Jeo Neal Ave N, AFTON	ACCIDENT
12/1/2019 5:59:00 PM	WC19051879	194 Eb Jeo Manning Ave S, AFTON	ACCIDENT
12/1/2019 6:41:00 PM	WC19051885	194 Eb Jeo Manning Ave S, AFTON	ACCIDENT
12/1/2019 7:32:35 PM	WC19051891	3XXX Saint Croix Trl S, AFTON	SNOWMOBILE COMPLAINT
12/1/2019 7:48:42 PM	WC19051894	194 Eb Jeo Manning Ave S, AFTON	ACCIDENT
12/3/2019 11:12:14 AM	WC19052143	13XXX 15th St S, AFTON	OFFICER INFORMATION
12/4/2019 6:58:24 AM	WC19052261	194 Wb Jwo Neal Ave N, AFTON	DRIVING COMPLAINT
12/4/2019 11:51:20 AM	WC19052302	4XXX Parsons Ct S, AFTON	ALARM-BUSINESS/RES/FIRE/MEDICAL/ETC
12/4/2019 4:10:34 PM	WC19052341	194, AFTON	TRAFFIC STOP
12/4/2019 5:24:57 PM	WC19052357	1XXX LAKE EDITH LN S, AFTON	LOST PROPERTY/ITEM
12/5/2019 4:32:02 AM	WC19052419	15XXX 33rd St S, AFTON	911 ABANDONED/HANGUP/OPEN LINE
12/5/2019 1:18:17 PM	WC19052474	1XXX Neal Ave S, AFTON	911 ABANDONED/HANGUP/OPEN LINE
12/5/2019 4:17:33 PM	WC19052493	13XXX 50th St S, AFTON	FRAUD/SCAM
12/5/2019 4:45:13 PM	WC19052496	13XXX 50th St S, AFTON	FOLLOW UP
12/6/2019 9:51:47 AM	WC19052578	14XXX Valley Creek Trl S, AFTON	SUSPICIOUS PERSON/ACTIVITY
12/6/2019 11:52:33 AM	WC19052594	Unknown, AFTON	CIVIL MATTER/DISPUTE
12/6/2019 1:52:16 PM	WC19052606	Unknown, AFTON	CITIZEN/PUBLIC ASSIST
12/6/2019 8:09:51 PM	WC19052668	5XXX Osgood Ave S, AFTON	FIREWORKS
12/7/2019 9:17:38 AM	WC19052765	Manning Ave S / Manning Ave S To 194 Eb Ramp, AFTON	DRIVING COMPLAINT
12/7/2019 11:52:39 AM	WC19052777	3XXX Trading Post Trl S, AFTON	ANIMAL COMPLAINT
12/7/2019 1:08:33 PM	WC19052785	194 Wb Jeo Manning Ave N, AFTON	DRIVING COMPLAINT
12/7/2019 4:50:11 PM	WC19052808	XXX Neal Ave S, AFTON	SUSPICIOUS PERSON/ACTIVITY
12/9/2019 2:06:22 AM	WC19053021	Manning Ave S / Manning Ave S To 194 Eb Ramp, AFTON	ACCIDENT
12/9/2019 1:22:18 PM	WC19053081	194 Wb Jeo Manning Ave N, AFTON	ACCIDENT
12/9/2019 4:28:39 PM	WC19053108	2XXX Nybeck Ave S, AFTON	THEFT
12/9/2019 5:30:00 PM	WC19053120	2XXX Neal Ave S, AFTON	ALARM-BUSINESS/RES/FIRE/MEDICAL/ETC
12/9/2019 7:23:46 PM	WC19053131	13XXX 50th St S, AFTON	FRAUD/SCAM
12/10/2019 7:03:21 AM	WC19053184	194 WB JEO NEAL AVE N, AFTON	DRIVING COMPLAINT
12/10/2019 7:29:59 AM	WC19053187	Hudson Rd S / Neal Ave S, AFTON	ACCIDENT
12/10/2019 9:35:49 AM	WC19053208	1XXX Oelvig Ave S, AFTON	911 ABANDONED/HANGUP/OPEN LINE
12/10/2019 9:52:09 AM	WC19053211	HUDSON RD S/Neal Av S, AFTON	ACCIDENT
12/11/2019 12:00:15 PM	WC19053386	5XXX Odell Ave S, AFTON	CIVIL MATTER/DISPUTE

Incident Summary Report**PUBLIC****From:12/1/2019 12:00:00 AM To:12/31/2019 11:59:59 PM**

12/12/2019 11:41:18 AM	WC19053515	Neal Ave S / 60th St S, AFTON	911 ABANDONED/HANGUP/OPEN LINE
12/12/2019 11:53:09 AM	WC19053516	40th St S / Neal Ave S, AFTON	ANIMAL COMPLAINT
12/12/2019 1:38:25 PM	WC19053532	4XXX Trading Post Trl S, AFTON	ALARM-BUSINESS/RES/FIRE/MEDICAL/ETC
12/12/2019 3:38:00 PM	WC19053548	194/Neal Ave , AFTON	WARRANT ARREST
12/12/2019 4:32:22 PM	WC19053555	2XXX Meadow Vista Way, AFTON	SUSPICIOUS PERSON/ACTIVITY
12/13/2019 9:01:53 AM	WC19053633	194 Eb At Manning Ave S, AFTON	ACCIDENT
12/13/2019 10:56:37 AM	WC19053651	14XXX Afton Boulevard Ct S, AFTON	ANIMAL COMPLAINT
12/13/2019 2:55:23 PM	WC19053677	Neal Ave S / 30th St S, AFTON	CITIZEN/PUBLIC ASSIST
12/13/2019 4:06:05 PM	WC19053685	16XXX 15th St S, AFTON	DEATH
12/13/2019 5:03:59 PM	WC19053693	Unknown, AFTON	CITIZEN/PUBLIC ASSIST
12/14/2019 8:52:59 AM	WC19053807	14XXX Valley Creek Trl S, AFTON	ALARM-BUSINESS/RES/FIRE/MEDICAL/ETC
12/14/2019 11:11:47 AM	WC19053815	12XXX 3rd St S, AFTON	MAIL THEFT
12/15/2019 2:15:21 PM	WC19053972	14XXX Hudson Rd N, AFTON	CITIZEN/PUBLIC ASSIST
12/16/2019 3:27:16 PM	WC19054085	3XXX Perrot Ave S, AFTON	MEDICAL
12/16/2019 4:43:46 PM	WC19054099	4XXX Parsons Ct S, AFTON	CITIZEN/PUBLIC ASSIST
12/16/2019 6:15:25 PM	WC19054112	Unknown, AFTON	FRAUD/SCAM
12/17/2019 6:21:34 PM	WC19054246	12XXX 30th St S, AFTON	ANIMAL COMPLAINT
12/18/2019 11:47:17 AM	WC19054340	12XXX HUDSON RD S, AFTON	HARASSMENT
12/19/2019 1:48:13 PM	WC19054501	Unknown, AFTON	CHILD CUSTODY
12/19/2019 1:57:28 PM	WC19054505	3XXX Nybeck Ave S, AFTON	CIVIL MATTER/DISPUTE
12/19/2019 6:00:54 PM	WC19054547	40th St S / Oakgreen Ave S, AFTON	ACCIDENT
12/20/2019 4:06:52 PM	WC19054657	1XXX Sand Hill Rd S, AFTON	FOUND PROPERTY/ITEM
12/20/2019 4:47:44 PM	WC19054668	XXX Indian Trl S, AFTON	CITIZEN/PUBLIC ASSIST
12/20/2019 5:30:28 PM	WC19054673	Saint Croix Trl S / 50th St S, AFTON	ACCIDENT
12/20/2019 6:12:14 PM	WC19054683	Unknown, AFTON	THREATS
12/21/2019 8:49:50 AM	WC19054766	15XXX Afton Blvd S, AFTON	CITIZEN/PUBLIC ASSIST
12/21/2019 2:03:33 PM	WC19054803	3XXX Saint Croix Trl S, AFTON	ANIMAL COMPLAINT
12/21/2019 6:40:08 PM	WC19054848	Manning Ave S / 40th St S, AFTON	TRAFFIC STOP
12/21/2019 8:07:24 PM	WC19054856	15th St S / 15th Street Cir S, AFTON	911 ABANDONED/HANGUP/OPEN LINE
12/23/2019 2:15:33 PM	WC19055080	31st St S / Saint Croix Trl S, AFTON	MEDICAL
12/23/2019 6:39:32 PM	WC19055117	3XXX Oakgreen Ave S, AFTON	ALARM-BUSINESS/RES/FIRE/MEDICAL/ETC
12/24/2019 7:31:24 PM	WC19055229	13XXX -13399 HUDSON RD S, AFTON	TRAFFIC STOP
12/26/2019 5:40:22 AM	WC19055360	14XXX 15th St S, AFTON	SUSPICIOUS PERSON/ACTIVITY
12/26/2019 7:09:10 AM	WC19055364	14XXX 15th Street Cir S, AFTON	SUSPICIOUS PERSON/ACTIVITY
12/26/2019 3:51:16 PM	WC19055432	31st St S / Saint Croix Trl S, AFTON	CITIZEN/PUBLIC ASSIST
12/26/2019 5:00:25 PM	WC19055438	12XXX 32nd St S, AFTON	CITIZEN/PUBLIC ASSIST
12/27/2019 9:35:04 AM	WC19055554	14XXX 42ND ST S, AFTON	SUSPICIOUS PERSON/ACTIVITY
12/27/2019 11:03:42 AM	WC19055579	4XXX Oxbow Cir S, AFTON	911 ABANDONED/HANGUP/OPEN LINE
12/27/2019 9:19:01 PM	WC19055662	194 Eb Jeo Manning Ave S, AFTON	DRIVING COMPLAINT
12/28/2019 12:32:04 AM	WC19055690	15XXX 35th St S, AFTON	911 ABANDONED/HANGUP/OPEN LINE
12/28/2019 4:12:38 AM	WC19055707	13XXX 30th St S, AFTON	911 ABANDONED/HANGUP/OPEN LINE
12/28/2019 8:03:37 AM	WC19055735	Saint Croix Trl S / 45th St S, AFTON	ACCIDENT
12/28/2019 8:35:58 AM	WC19055754	40th St S / Trading Post Trl S, AFTON	ACCIDENT

Incident Summary Report PUBLIC

From:12/1/2019 12:00:00 AM To:12/31/2019 11:59:59 PM

12/28/2019 12:15:05 PM	WC19055810	Unknown, AFTON	CITIZEN/PUBLIC ASSIST
12/28/2019 12:59:23 PM	WC19055816	32nd St S / Perrot Ave S, AFTON	SUSPICIOUS PERSON/ACTIVITY
12/29/2019 5:03:45 PM	WC19055949	12XXX 30th St S, AFTON	MEDICAL
12/30/2019 1:52:22 PM	WC19056054	14XXX Afton Blvd S, AFTON	ANIMAL COMPLAINT
12/30/2019 9:01:47 PM	WC19056104	1XXX Neal Ave S, AFTON	CITIZEN/PUBLIC ASSIST
12/31/2019 1:02:48 AM	WC19056116	14XXX 42nd St S, AFTON	911 ABANDONED/HANGUP/OPEN LINE
12/31/2019 3:54:14 PM	WC19056192	14XXX Afton Blvd S, AFTON	CITIZEN/PUBLIC ASSIST

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

Meeting Date January 21, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorse, City Administrator
Date: January 14, 2020
Re: St. Croix Utility Box Mural Project

Attached is an email from Fizie Heimdahl explaining the St. Croix Utility Box Mural Project. The Project has provided murals in Stillwater and Marine on St. Croix., and could be expanded to include Afton. Fizie will attend the January 21 Council meeting to provide additional information regarding the Project and to answer any questions from the Council.

There are several utility boxes in the Old Village downtown area, including the large boxes for the sanitary sewer lift station and the storm water lift station in the Steamboat Park parking lot area. There are also utility boxes at the corners of St. Croix Trail and 31st Street and St. Croix Trail and 32nd Street, and well as two lift station boxes on River Road.

The theme of all artist submissions needs to revolve around the St. Croix River, and can be realist or abstract, photography or a painting. Each artist proposal is reviewed by a panel of artists and community members to make sure that their proposal follows guidelines and criteria. The Heritage Preservation Commission would be involved in reviewing mural proposals. From there, they would be forwarded to the city council for final approval. The City would have its own application for artists, including specific box locations and guidelines.

COUNCIL ACTION REQUESTED:

Motion regarding participating in the St. Croix Utility Box Project.

Ron Moore

From: Fitzie Heimdahl <heimdahlf@gmail.com>
Sent: Thursday, January 09, 2020 11:56 AM
To: Ron Moore
Subject: Expanding the Power of the St. Croix Utility Box Mural Project to Afton
Attachments: Utility Box Art Information.pdf

Hello,

Allow me to introduce myself. My name is Fitzie Heimdahl. I am the Project Manager of a creative place making project here in the Valley. I am very interested in expanding the project I started in 2018 called the Power of the St. Croix Utility Box Mural Project. I was awarded a Great Idea Competition Grant from the Stillwater Area Foundation to launch the initial phase of this project.

This project seeks to connect local artists from the surrounding community to create two-dimensional murals on selected transformer cabinets located throughout the St. Croix Valley. The Power of the St. Croix Utility Box Mural Project will celebrate the St. Croix River and our local artistic talent, while mitigating the negative effects of unwanted postings on utility boxes. It will also create lasting pieces of art that will improve the appearance of downtown for residents and visitors alike. The theme of this project revolves around the St. Croix River, as it is the river that connects our towns and communities.

Currently, artists have completed, or are in the process of completing 16 utility boxes or panels in Stillwater and Marine on St. Croix. With ArtReach St. Croix serving as my fiscal sponsor, I am looking to expand this project to additional communities along the St. Croix Valley.

I am interested in discussing the possibility of expanding this project to City of Afton. I have identified a few utility boxes within the downtown area, but I believe they are owned by Xcel Energy. They launched utility box art project in Colorado this past year, and I am trying to reach out to their company to see how it worked, and if we they would allow some of their boxes here in the St. Croix Valley to be used. Are there any city owned utility boxes in Afton that might be candidates for this project?

I would be happy to discuss this project further with you.

Sincerely,

Fitzie Heimdahl

Power of the St. Croix Utility Box Mural Project

The idea to transform something that is unattractive – the common, bland green or grey utility boxes – into something beautiful is not new. Cities across the country, from Minneapolis to Fort Collins, have completed similar projects to beautify and enliven their downtowns. The goal of these projects are to: celebrate our local artistic talent, while mitigating the negative effects of graffiti and unwanted postings on utility boxes. It will also create lasting pieces of art that will improve the appearance of the city for residents and visitors alike. We hope to recognize and celebrate the local artists of our community, and develop a positive artistic vibe to the St. Croix Valley.



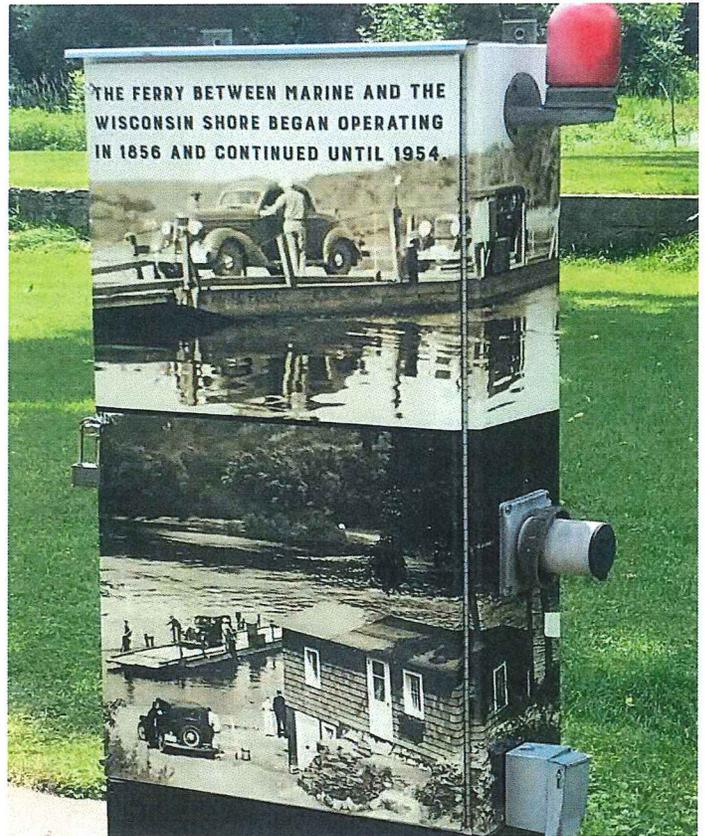
In 2018, I was awarded a Great Idea Grant from the Stillwater Area Community Foundation to launch the initial phase of the Power of the St. Croix Utility Box Mural Project. ArtReach St. Croix is my sponsoring organization and fiscal agent, and the City of Stillwater, City of Marine on St. Croix, and the Washington County Historical Society. Artist have completed are have been approved for a total of 16 boxes in Stillwater and Marine on St. Croix

I am seeking sponsorships to include additional boxes within downtown Stillwater, and to expand the project to additional cities along the St. Croix Valley. The goal is to be able to provide selected artists' a stipend of \$500 if they chose to paint their box, or \$1,000 for the installation of a vinyl wrap. I have identified three priority publicly owned utility boxes in Downtown Stillwater that could become available to artists.

Below are select artist designed boxes that have been completed or approved in Stillwater and Marine on St. Croix.



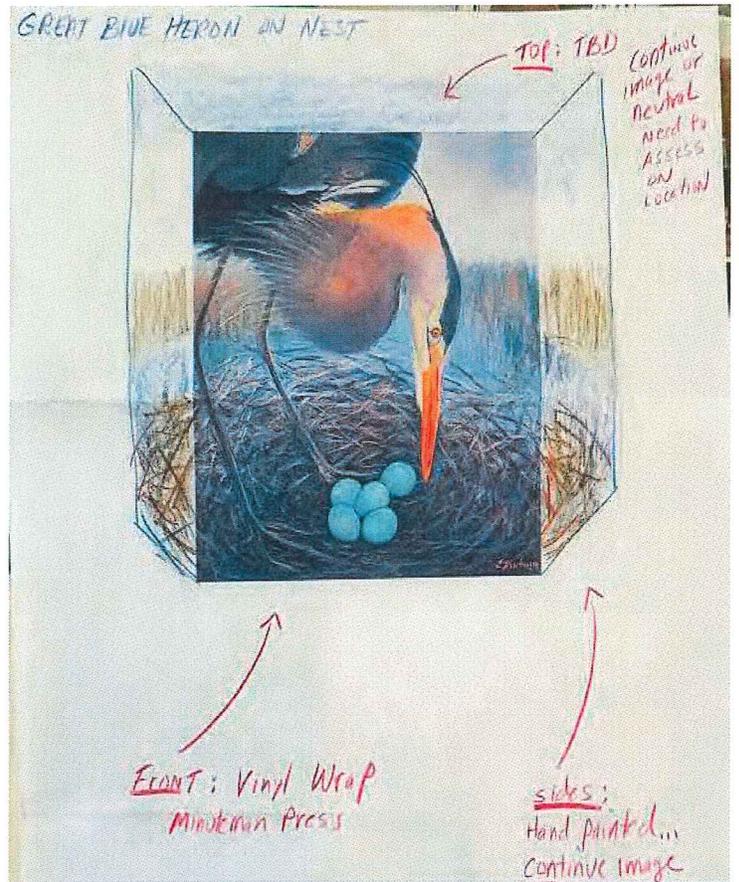
Greenburg Island #5 by artist Karlyn Eckman
Location: Marine on St. Croix



Ferry on the St. Croix by artist Mark Odegard
Location: Marine on St. Croix



Foggy River Reflections by artist Merry Domke
Location Marine on St. Croix
Completion Date: 2020



Great Blue Heron on Nest by artist Jane Dierberger
Location: Stillwater
Completion Date: 2020



Aquatic Labyrinth by artist Tanner Palmer
Location: Stillwater
Medium: spray paint and acrylic paint
Abstract piece hinting at the complex network of running water that graces us with its presence- from the springs and streams that all intersect within the River Valley.



Rower by artist Karlyn Eckman
Location: Stillwater
Medium: vinyl wrap
This piece shows the image of a rower on the St. Croix River. It is part of a series of about 30 paintings completed in 2017 during her artist in residence in Pine Needles.



Starry Night over (Stillwater) the St. Croix by artist Jane Dierberger
Medium: vinyl wrap and paint
This piece is a whimsical interpretation of Vincent Van Gogh's famous "The Starry Night" and features many of the historic buildings and geographic landmarks in Stillwater.



St. Croix Melody by artist Kami Mendlik
Medium: vinyl wrap
This is a piece showcasing the river, the river I have spent my entire life studying and honoring with paint.

Previous Projects

The Power of the St. Croix Utility Box Mural Project: was funded through the 2018 Great Idea Competition Grant from the Stillwater Area Foundation with the partnership of the City of Marine on St. Croix, the City of Stillwater, and the Washington County Historical Society.

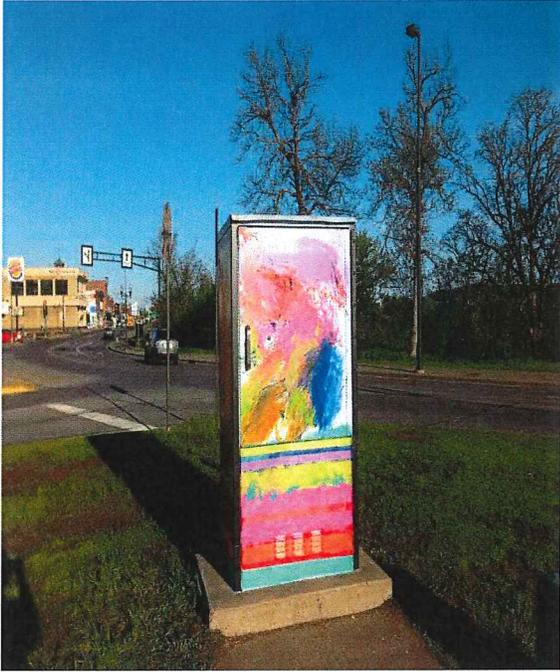
This project seeks qualified artists and is requesting proposals from individuals/teams from the surrounding community to create two-dimensional murals on selected transformer cabinets located in Marine on St. Croix and Stillwater. The Power of the St. Croix Utility Box Mural Project will celebrate the St. Croix River and our local artistic talent, while mitigating the negative effects of unwanted postings on utility boxes. It will also create lasting pieces of art that will improve the appearance of downtown for residents and visitors alike.

The theme of this project revolves around the St. Croix River, as it is the river that connects our towns and communities. The project coincides with the 50th anniversary of the Wild & Scenic Rivers Act protecting the St. Croix Riverway. Submissions should be themed around the River – the natural beauty of the river or the history of the river – and can be realist or abstract, photography or a painting. There are endless possibilities with this project! Total project cost: \$6,750

Flowers are the Opposite of Graffiti Project: I worked with the Southeast Como Neighborhood Association in 2015 on a project to wrap neighborhood utility boxes with nature photos taken by residents and printed on 3M anti-graffiti vinyl. In 2015, five boxes were wrapped through community donations and door knocking in the neighborhood. In 2017, four more were wrapped as well.



Menomonie Arts Power Project: Worked with Main Street Menomonie Inc. to engage local artists in Menomonie WI to provide great public art in Downtown Menomonie for all to enjoy. Eight utility boxes within the downtown area have been transformed into works of art! This project was supported by a grant from the Community Foundation of Dunn County. Artists received \$500 for their box.



Project Contact:
Fitzie Heimdahl
heimdahlf@gmail.com
651-263-3014

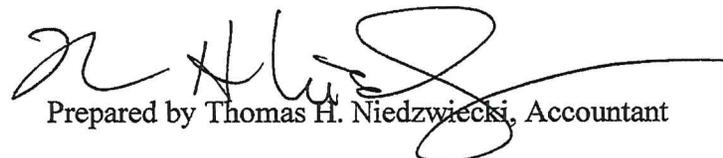
City of Afton – Financial Reports December 2019

Ref	Description	Pages
A.	Balance Sheet	A1 to A2
B.	Statement of Changes in Fund Balance: Year to Date	B1 to B3
C.	Statement of Revenue and Expenditures: General Fund Summary plus Detail for All Other Funds	C1 to C14
D.	Detail Statement of Revenue and Expenditures: General Fund Only	D1 to D6
E.	#550, 560 & 600 Summary of Special Activity & MN Investment Funds - YTD	E1
F.	#550 Detail of General Special Activity Funds - YTD	F1 to F3
G.	#560 Detail of Other Special Activity Funds - YTD	G1
H.	#115 Building and Land Fund: YTD Detail	H1
I.	#410 Sanitary Sewer Utility Oper Fund: LTD Summary & YTD Detail	I1 to I6
J.	#120 Street Improvement Fund: YTD Detail	J1
K.	#122 Bridge Replacement Fund: YTD Detail	K1
L.	#200 Park Reserve Fund – YTD Detail	L1
M.	#805 City Infra-Structure Imp Fund: LTD Summary & YTD 2018 Detail	M1 to M4
N.	#806 PFA Loans & #807 Temp Imp Bond Debt Serv Funds: LTD	N1
O.	#725 2014A & #726 2017B Road Bond Debt Serv Funds: Five Year Summary	O1
P.	#810 City Dock Fund: YTD Detail by Account	P1
Q.	General Fund Streets, Rehab and Public Works: YTD Detail	Q1 to Q4
R.	Customer Receipts & Other Deposits – Current Month	R1 to R2
S.	Building Inspection Fees – YTD	S1 to S6

Focus Areas for Discussion:

1. Full Year estimate for the General Fund is a favorable **\$50,174**, higher by about \$14,000 from last month, primarily due to more Bldg Permits & 3M Working Group Reimb..
2. 2/1/20 Road Bond Pymts
3. 2nd Half Wash Cty Sheriff
4. Rip rap install by Tri Cty

Financials are considered Preliminary at this point as we await final payment of Property Taxes collected in Nov & Dec 2019 and some additional expenses (mostly Sand from Wash Cty & City Engineer (invoices received to date are only thru November 2019)).


 Prepared by Thomas H. Niedzwiecki, Accountant

City of Afton
Balance Sheet
December 31, 2019

Account #	Account Description	#100 General Fund	#550 Spec Act Fd - General	#100 + #550 Total General Fund	#115 Bldg & Land Fund	#410 Sanitary Sewer Oper Fund	#120 Street Imp Capital Fund	#122 Bridge Replacement Fund	#700 2017 Road Projects	#200 Park Reserve Fund	#250 Special Reserve Fund	#400 201 Project Fund
Assets												
100	4M Fund: General Fund	575,089		575,089								
100.8	Petty Cash	224		224								
115	4M Fund: Bldg & Land Capital Fund			0	9,427							
120	4M Fund: Street Imp Fd - Regular			0			809,440					
120	4M Fund: Street Imp Fd - Downtown			0								
122	4M Fund: Bridge Replacement			0				69,187				
700	4M Fund: 2017 Pavement Project			0								
200	4M Fund: Park Reserve Fund			0						256,809		
250	4M Fund: Special Reserve Fund			0							481,851	
400	4M Fund: 201 Project Fund			0								356
410	4M Fund: Sanitary Sewer Operations			0		45,066						
500	4M Fund: Fire Station Debt Serv Fund			0								
550	4M Fd: Spec Activities Fd - General		296,485	296,485								
560	4M Fd: Spec Activities Fd - Other			0								
600	4M Fund: MN Investment Fund			0								
700	4M Fund: Road Construction Fund			0								
725	4M Fund: 2014A Road Debt Serv Fd			0								
726	4M Fund: 2017B Road Debt Serv Fd			0								
805	4M Fund: City Infrastructure Fund			0								
806	4M Fund: PFA Loan Debt Serv Fd			0								
807	4M Fd: Dwtwn Tmp Imp Debt Serv Fd			0								
810	4M Fund: City Dock Fund			0								
	Total Cash and Investments	575,312	296,485	871,798	9,427	45,066	809,440	69,187	0	256,809	481,851	356
1170	Taxes Receivable from County			0								
11xx	Fees & Other Receivables	47,337		47,337								
1110	Grants Receivable			0								
1115	Special Assessments Receivable			0								
Various	Year End Transfers	0		0								
1414/2414	Due (Owed): 250 Spec Res & 100 General			0								
	Total Assets and Other Debits	622,649	296,485	919,135	9,427	45,066	809,440	69,187	0	256,809	481,851	356
Liabilities and Fund Balances												
2001	Permit Escrow & Fees (net payable)	30,528		30,528								
2005	Accounts Payable	204,631		204,631								
2121	Bldg Surcharges Payable	425		425								
2022	Accrued Expenses	5,053		5,053								
	Total Accounts and Other Payables	240,637	0	240,637	0	0	0	0	0	0	0	0
2510	Deferred Revenue - Grants			0								
2115	Deferred Revenue - Special Assessments			0								
Various	Fund Balance - Beginning of Year	336,339.20	395,559	731,898	10,912	53,143	783,276	40,226	0	76,514	472,535	1,181
Various	Current Year Net Increase (Decrease)	45,674	(99,073)	(53,400)	(1,485)	(8,076)	26,165	28,961	0	180,295	9,316	(825)
Various	Fund Balance - End of Period	382,012.91	296,485	678,498	9,427	45,066	809,440	69,187	0	256,809	481,851	356
	Total Liabilities and Fund Balances	622,649	296,485	919,135	9,427	45,066	809,440	69,187	0	256,809	481,851	356

A1

City of Afton
Balance Sheet
December 31, 2019

Account #	Account Description	#500 Fire Station: Debt Serv Fund	#560 Spec Act Fd - Other	#805 City Infrastructure Imp Fund	#806 PFA Loan Debt Serv Fund	#807 Dwntwn Tmp Imp Debt Serv Fund	#725 2014A Road Debt Serv Fd	#726 2017B Road Debt Serv Fd	#810 City Dock Fund	Total All Governmental Funds	#600 MN Investment Fd (Fiduciary)
Assets											
100	4M Fund: General Fund									575,089	
100.8	Petty Cash									224	
115	4M Fund: Bldg & Land Capital Fund									9,427	
120	4M Fund: Street Imp Fd - Regular									809,440	
120	4M Fund: Street Imp Fd - Downtown									0	
122	4M Fund: Bridge Replacement									69,187	
700	4M Fund: 2017 Pavement Project									0	
200	4M Fund: Park Reserve Fund									256,809	
250	4M Fund: Special Reserve Fund									481,851	
400	4M Fund: 201 Project Fund									356	
410	4M Fund: Sanitary Sewer Operations									45,066	
500	4M Fund: Fire Station Debt Serv Fund	2,725								2,725	
550	4M Fd: Spec Activities Fd - General									296,485	
560	4M Fd: Spec Activities Fd - Other		310							310	
600	4M Fund: MN Investment Fund									0	109,325.35
700	4M Fund: Road Construction Fund									0	
725	4M Fund: 2014A Road Debt Serv Fd						337,469			337,469	
726	4M Fund: 2017B Road Debt Serv Fd							389,941		389,941	
805	4M Fund: City Infrastructure Fund			871,571						871,571	
806	4M Fund: PFA Loan Debt Serv Fd				317,722					317,722	
807	4M Fd: Dwntwn Tmp Imp Debt Serv Fd					43,956				43,956	
810	4M Fund: City Dock Fund								53,359	53,359	
	Total Cash and Investments	2,725	310	871,571	317,722	43,956	337,469	389,941	53,359	4,560,986	109,325.35
1170	Taxes Receivable from County									0	
11xx	Fees & Other Receivables									47,337	
1110	Grants Receivable									0	
1115	Special Assessments Receivable									0	
Various	Year End Transfers					0				0	0.00
1414/2414	Due (Owed): 250 Spec Res & 100 General									0	0.00
	Total Assets and Other Debits	2,725	310	871,571	317,722	43,956	337,469	389,941	53,359	4,608,324	109,325.35
Liabilities and Fund Balances											
2001	Permit Escrow & Fees (net payable)									30,528	
2005	Accounts Payable									204,631	
2121	Bldg Surcharges Payable									425	
2022	Accrued Expenses									5,053	
	Total Accounts and Other Payables	0	0	0	0	0	0	0	0	240,637	0.00
2510	Deferred Revenue - Grants									0	
2115	Deferred Revenue - Special Assessments									0	
Various	Fund Balance - Beginning of Year	2,512	2	(815,949)	324,615	39,801	339,215	389,387	65,581	2,514,849	107,167.55
Various	Current Year Net Increase (Decrease)	213	307	1,687,520	(6,893)	4,155	(1,746)	554	(12,222)	1,852,838	2,157.80
Various	Fund Balance - End of Period	2,725	310	871,571	317,722	43,956	337,469	389,941	53,359	4,367,687	109,325.35
	Total Liabilities and Fund Balances	2,725	310	871,571	317,722	43,956	337,469	389,941	53,359	4,608,324	109,325.35

Thomas H. Niedzwiecki
Prepared by Thomas H. Niedzwiecki, Accountant

A2

**City of Afton - Statement of Changes in Fund Balances
for Year to Date December 31, 2019**

Description	#100 General Fund	#550 Spec Act Fd - General	#100 + #550 Total General Fund	#115 Bldg & Land Fund	#410 Sanitary Sewer Oper Fund	#120 Street Imp Capital Fund	#122 Bridge Replacement Fund
Beginning Fund Balances	\$336,339	395,559	731,898	10,912	53,143	783,276	40,226
Section I. Revenues							
Property Taxes	2,215,211	0	2,215,211	0	0	120,500	0
Intergovernmental Revenues	8,640	0	8,640	0	0	0	0
Charges for Services	2,560	0	2,560	0	40,700	0	0
Fines and Forfeitures	13,706	0	13,706	0	0	0	0
Licenses, Fees and Permits	231,138	0	231,138	0	0	0	0
Special Assessments	0	0	0	0	0	0	0
Misc Revenue/Gaming Tax	2,096	167	2,262	0	0	0	0
DNR Flood Improvement Project	0	0	0	0	0	0	0
Other Grants/State Fire Aid	7,876	10,000	17,876	0	0	0	0
Interest Income	9,342	7,585	16,928	225	953	13,572	926
TIF District/MN Invest Fund Proceeds	0	0	0	0	0	0	0
Park Fees	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Revenue	2,490,567	17,752	2,508,320	225	41,653	134,072	926
Other Financing Sources/Transfers	0	(92,340)	(92,340)	6,000	15,000	0	50,000
Section II. Expenditures							
General and Administrative							
Wages and Benefits	284,577	0	284,577	0	0	0	0
Professional Services	236,786	1,466	238,252	0	0	0	0
Other Expenditures	56,112	9,697	65,810	0	0	0	0
Total General and Administrative	577,475	11,163	588,638	0	0	0	0
Public Safety/State Fire Aid	455,398	0	455,398	0	0	0	0
Public Health/Cons of Natural Resources	441	0	441	0	64,729	0	0
Streets	240,506	0	240,506	0	0	0	0
Downtown Improvement Projects	0	0	0	0	0	0	0
Other Street Imp/Road Paving Project	4,784	13,322	18,106	0	0	107,907	21,965
Buildings and Land/City Dock	10,371	0	10,371	7,710	0	0	0
TIF District/MN Inv Fund Loan Disb	0	0	0	0	0	0	0
Parks and Recreation	19,095	0	19,095	0	0	0	0
Debt Service - Int Exp, Issue, Admin	0	0	0	0	0	0	0
Debt Service - Principal Retirement	0	0	0	0	0	0	0
Total Expenditures	1,308,070	24,485	1,332,555	7,710	64,729	107,907	21,965
Other Financing Uses/Transfers	1,136,824	0	1,136,824	0	0	0	0
Revenues Over (Under) Expenditures	45,674	(99,073)	(53,400)	(1,485)	(8,076)	26,165	28,961
Ending Fund Balances	382,013	296,485	678,498	9,427	45,066	809,440	69,187

TH
Prepared by Thomas H. Niedzwiecki, Accountant

**City of Afton - Statement of Changes in Fund Balances
for Year to Date December 31, 2019**

Description	#700 2017 Road Project Fd	#200 Park Reserve Fund	#250 Special Reserve Fund	#400 201 Project Fund	#500 Fire Station: Debt Service Fund	#560 Spec Act Fd - Other	#805 City Infrastructure Imp Fund
Beginning Fund Balances	0.00	76,514	472,535	1,181	2,512	2	(815,949)
Section I. Revenues							
Property Taxes	0	0	0	0	0	0	0
Intergovernmental Revenues	0	0	0	0	0	11,561	0
Charges for Services	0	0	0	0	0	0	0
Fines and Forfeitures	0	0	0	0	0	0	0
Licenses, Fees and Permits	0	0	0	0	0	0	0
Special Assessments	0	0	0	0	0	0	0
Misc Revenue/Gaming Tax	0	0	0	0	0	0	0
DNR Flood Improvement Project	0	0	0	0	0	0	1,381,382
Other Grants/State Fire Aid	0	0	0	0	0	50,819	145,000
Interest Income	0	3,572	9,216	17	213	56	15,458
TIF District/MN Invest Fund Proceeds	0	0	0	0	0	0	0
Park Fees	0	190,000	0	0	0	0	0
	0	0	0	0	0	0	0
Total Revenue	0	193,572	9,216	17	213	62,436	1,541,840
Other Financing Sources/Transfers	0	0	100	0	49,624	0	275,023
Section II. Expenditures							
General and Administrative							
Wages and Benefits	0	0	0	0	0	0	0
Professional Services	0	0	0	0	0	0	0
Other Expenditures	0	0	0	0	0	11,310	0
Total General and Administrative	0	0	0	0	0	11,310	0
Public Safety/State Fire Aid	0	0	0	0	0	50,819	0
Public Health/Cons of Natural Resources	0	0	0	0	0	0	0
Streets	0	0	0	0	0	0	0
Downtown Improvement Projects	0	0	0	0	0	0	129,342
Other Street Imp/Road Paving Project	0	0	0	842	0	0	0
Buildings and Land/City Dock	0	0	0	0	0	0	0
TIF District/MN Inv Fund Loan Disb	0	0	0	0	0	0	0
Parks and Recreation	0	13,277	0	0	0	0	0
Debt Service - Int Exp, Issue, Admin	0	0	0	0	49,624	0	0
Debt Service - Principal Retirement	0	0	0	0	0	0	0
Total Expenditures	0	13,277	0	842	49,624	62,128	129,342
Other Financing Uses/Transfers	0	0	0	0	0	0	0
Revenues Over (Under) Expenditures	0	180,295	9,316	(825)	213	307	1,687,520
Ending Fund Balances	0	256,809	481,851	356	2,725	310	871,571

TH
Prepared by Thomas H. Szedwiecki, Accountant

**City of Afton - Statement of Changes in Fund Balances
for Year to Date December 31, 2019**

Description	#806 PFA Loan Debt Serv Fund	#807 Dwntrwn Tmp Imp Debt Serv Fund	#725 2014A Road Debt Serv Fd	#726 2017B Road Debt Serv Fd	#810 City Dock Fund	Total Governmental Funds	#600 MN Investment Fd (Fiduciary)
Beginning Fund Balances	324,615	39,801	339,215	389,387	65,581	2,514,849.12	107,168
Section I. Revenues							
Property Taxes	0	0	0	0	0	2,335,711	0
Intergovernmental Revenues	0	0	0	0	0	20,201	0
Charges for Services	0	0	0	0	3,850	47,110	0
Fines and Forfeitures	0	0	0	0	0	13,706	0
Licenses, Fees and Permits	0	0	0	0	0	231,138	0
Special Assessments	157,862	0	0	0	0	157,862	0
Misc Revenue/Gaming Tax	0	0	0	0	0	2,262	0
DNR Flood Improvement Project	0	0	0	0	0	1,381,382	0
Other Grants/State Fire Aid	0	0	0	0	0	213,694	0
Interest Income	5,818	751	3,095	2,347	1,336	74,482	2,158
TIF District/MN Invest Fund Proceeds	0	0	0	0	0	0	0
Park Fees	0	0	0	0	0	190,000	0
	0	0	0	0	0	0	0
Total Revenue	163,680	751	3,095	2,347	5,186	4,667,548	2,158
Other Financing Sources/Transfers	70,000	37,000	275,000	390,000	0	983,066	0
Section II. Expenditures							
General and Administrative							
Wages and Benefits	0	0	0	0	0	284,577	0
Professional Services	0	0	0	0	0	238,252	0
Other Expenditures	107,298	0	0	0	0	184,418	0
Total General and Administrative	107,298	0	0	0	0	707,246	0
Public Safety/State Fire Aid	0	0	0	0	0	506,217	0
Public Health/Cons of Natural Resources	0	0	0	0	0	65,170	0
Streets	0	0	0	0	0	240,506	0
Downtown Improvement Projects	0	0	0	0	0	129,342	0
Other Street Imp/Road Paving Project	0	0	0	0	0	148,821	0
Buildings and Land/City Dock	0	0	0	0	17,409	35,490	0
TIF District/MN Inv Fund Loan Disb	0	0	0	0	0	0	0
Parks and Recreation	0	0	0	0	0	32,372	0
Debt Service - Int Exp, Issue, Admin	22,275	33,596	84,841	71,793	0	262,129	0
Debt Service - Principal Retirement	111,000	0	195,000	320,000	0	626,000	0
Total Expenditures	240,574	33,596	279,841	391,793	17,409	2,753,292	0
Other Financing Uses/Transfers	0	0	0	0	0	1,136,824	0
Revenues Over (Under) Expenditures	(6,893)	4,155	(1,746)	554	(12,222)	1,852,838	2,158
Ending Fund Balances	317,722	43,956	337,469	389,941	53,359	4,367,687	109,325

TH
Prepared by Thomas H. Niedzwiecki, Accountant

B3

City of Afton
Statement of Revenue and Expenditures
General Fund Summary plus Detail for All Other Funds
Year to Date 12/31/19

	Audited 2015	Audited 2016	Audited 2017	Audited 2018	Month(s) of Dec-19	YTD Actual 12/31/19	Annual Budget 2019	Remaining Budget \$	YTD Act as % of Annual Budget
#100 GENERAL FUND									
A: REVENUES									
1-PROPERTY TAXES	1,676,572	1,861,437	2,020,162	2,127,129	0	2,215,211	2,251,291	36,080	98.4%
2-INTERGOVERNMENTAL REVENUES	8,998	9,076	9,854	9,327	5,575	8,640	2,734	(5,906)	316.0%
3-CHARGES FOR SERVICES	137	114	68	653	0	2,560	135	(2,425)	1896.3%
4-FINES AND FORFEITURES	15,861	15,086	11,061	8,700	1,939	13,706	12,250	(1,456)	111.9%
5-LICENSES, FEES, PERMITS	190,172	281,870	279,359	175,415	30,454	231,138	153,400	(77,738)	150.7%
7-MISCELLANEOUS REVENUE	4,700	4,357	1,832	1,462	300	2,096	2,500	405	83.8%
9-OTHER GRANTS	8,410	8,410	8,710	8,410	0	7,876	8,290	415	95.0%
10-INTEREST INCOME	144	955	12,772	10,330	997	9,342	1,000	(8,342)	934.2%
11-TIF DISTRICT	0	0	0	0	0	0	0	0	
TOTAL REVENUES	1,904,993	2,181,305	2,343,817	2,341,426	39,264	2,490,567	2,431,600	(58,967)	102.4%
B: EXPENDITURES									
GENERAL AND ADMINISTRATIVE									
1-WAGES & BENEFITS	234,446	241,650	242,814	258,043	28,037	284,577	303,949	19,372	93.6%
2-PROFESSIONAL SERVICES	153,655	193,329	210,229	193,126	5,180	236,786	174,870	(61,916)	135.4%
4-OTHER EXPENDITURES	58,017	47,538	46,974	64,660	2,465	56,112	63,500	7,388	88.4%
TOTAL GENERAL & ADMINISTRATIVE	446,119	482,517	500,017	515,829	35,682	577,475	542,319	(35,156)	106.5%
5-PUBLIC SAFETY	392,065	413,237	420,994	440,440	94,506	455,398	455,307	(91)	100.0%
6-PUBLIC HEALTH	1,087	1,784	1,270	641	0	441	1,500	1,059	29.4%
7-STREETS	218,410	162,992	241,863	248,711	20,025	240,506	265,000	24,494	90.8%
9-OTHER PUBLIC WORKS	1,914	1,910	1,864	3,217	886	4,784	5,050	266	94.7%
10-BUILDINGS & LAND	10,334	8,296	8,823	11,882	(547)	10,371	11,500	1,129	90.2%
11-TIF DISTRICT	0	0	0	0	0	0	0	0	
12-PARKS & RECREATION	3,921	13,181	15,459	16,118	195	19,095	14,100	(4,995)	135.4%
TOTAL EXPENDITURES	1,073,850	1,083,917	1,190,291	1,236,837	150,747	1,308,070	1,294,776	(13,294)	101.0%
C: OTHER FINANCING SOURCES (USES)									
	(805,133)	(1,096,493)	(1,148,933)	(1,101,055)	0	(1,136,824)	(1,136,824)	0	
Net GENERAL FUND	26,010	895	4,594	3,534	(111,483)	45,674	0	(45,674)	

City of Afton
Statement of Revenue and Expenditures
General Fund Summary plus Detail for All Other Funds
Year to Date 12/31/19

		Audited	Audited	Audited	Audited	Month(s) of	YTD Actual	Annual Budget	Remaining	YTD Act as
		2015	2016	2017	2018	Dec-19	12/31/19	2019	Budget \$	% of Annual
										Budget
#115 BUILDINGS AND LAND CAPITAL FUND										
A: Revenues										
4012	Current Tax Levy - Bldg & Land	6,000	6,000	6,000	6,000	0	6,000	6,000	0	100.0%
4022	Levy: Afton Septic System - City Bldgs	15,000	15,000	0	0	0	0	0	0	
4216	Rent of City Garage - Stagecoach	0	0	0	600	0	0	0	0	
4600	Grant/Insurance: City Hall	0	750	0	0	0	0	0	0	
4831	Trf in re. Park Structures	0	0	0	0	0	0	0	0	
4832	Wash Cty Sheriff Deputy Office Facility	0	0	0	104,250	0	0	0	0	
6910	Trf in fr General Fund (Non Budgeted)	20,000	25,000	25,000	0	0	0	0	0	
4906	Interest - Bldg & Land Fund	17	158	696	561	15	225	0	0	
	TOTAL REVENUE	41,017	46,908	31,696	111,411	15	6,225	6,000	(225)	103.8%
B: Expenditures										
6003	City Hall Improvements	2,563	17,091	1,200	0	4,870	6,368	0	(6,368)	
6004	Bldg Repair & Maintenance	0	0	221	9,971	0	1,342	0	0	
6005	City Garage Improvements	0	0	0	0	0	0	0	0	
6007	Wash Cty Sheriff Deputy Office Facility	0	0	113,980	73,367	0	0	0	0	
	TOTAL EXPENDITURES	2,563	17,091	115,402	83,338	4,870	7,710	0	(7,710)	
Net BLDG & LAND CAPITAL FUND		38,454	29,817	(83,706)	28,073	(4,855)	(1,485)	6,000	7,485	-24.8%

City of Afton
Statement of Revenue and Expenditures
General Fund Summary plus Detail for All Other Funds
Year to Date 12/31/19

	Audited 2015	Audited 2016	Audited 2017	Audited 2018	Month(s) of Dec-19	YTD Actual 12/31/19	Annual Budget 2019	Remaining Budget \$	YTD Act as % of Annual Budget
#120 STREET IMP CAPITAL FUND									
A: Revenues									
4013 Current Tax Levy - Street Improvements	200,000	200,000	275,000	70,000	0	120,500	120,500	0	100.0%
4018 Tax Levy - Downtown Projects	0	0	100,000	0	0	0	0	0	
4907 Interest - Street Imp Fund	130	1,078	4,437	10,416	968	13,572	0	(13,572)	
4016 MN Small City Assistance for Streets	60,510	0	38,913	39,716	0	0	0	0	
TOTAL REVENUE	260,640	201,078	418,350	120,132	968	134,072	120,500	(13,572)	111.3%
B: Expenditures									
7937 Bridge Repair & Replacement	1,806	2,902	1,910	0	0	0	0	0	
7938 Culvert Repair & Replacement	0	0	0	22,723	0	33,281	0	(33,281)	
7936 General Street Projects (Various)	73	31,886	0	0	0	0	0	0	
7943 2017 Street Projects	0	0	3,211,458	179,892	0	0	0	0	
7944 2018 Street Projects	0	0	0	27,135	0	0	0	0	
7945 2019 Street Projects	0	0	0	0	0	2,733	0	(2,733)	
7946 2020 Street Projects	0	0	0	0	4,521	38,716	0	(38,716)	
7981 Village Local Road Improvements	250,099	86,205	29,240	0	0	0	0	0	
7982 CR21 Improvement Project	23,383	3,527	1,191	(325)	0	0	0	0	
7984 River Road Sanitary Options	0	0	0	3,419	508	33,177	0	(33,177)	
TOTAL EXPENDITURES	275,360	124,520	3,243,799	232,844	5,028	107,907	0	(107,907)	
C: Oth Fin Sources (Uses)/Transfers									
6910 Oper Trf fr General Fd (Non Budgeted)	43,500	230,000	100,000	0	0	0	0	0	
6926 Trf to 805 City Infrastructure Fund	0	0	0	120,745	0	0	0	0	
6920 Trf fr 700 Road Const Fd	0	0	3,211,458	0	0	0	0	0	
6848 Oper Trf from Road Construction Fund	0	0	(805,497)	284,513	0	0	0	0	
TOTAL OTH FIN SOURCES (USES)	43,500	230,000	2,505,960	405,259	0	0	0	0	
Net 120 STREET IMP CAPITAL FUND	28,780	306,558	(319,488)	292,546	(4,060)	26,165	120,500	94,335	21.7%
#122 BRIDGE REPLACEMENT FUND									
A: Revenues									
4017 Levy - Bridge Replacement	0	0	0	49,671	0	50,000	50,000	0	100.0%
xxxx Interest Income - 4M Fund	0	0	0	2	70	926	0	(926)	
TOTAL REVENUE	0	0	0	49,673	70	50,926	50,000	(926)	101.9%
B: Expenditures/Transfers									
7771 Engineering - Bridge Replacement	0	0	0	9,447	3,806	18,713	0	(18,713)	
7772 Construction - Bridge Replacement	0	0	0	0	0	0	0	0	
7773 Bridge Repairs & Maintenance	0	0	0	0	0	3,253	0	(3,253)	
TOTAL EXPENDITURES	0	0	0	9,447	3,806	21,965	0	(21,965)	
Net 122 BRIDGE REPLACEMENT FUND	0	0	0	40,226	(3,736)	28,961	50,000	21,039	57.9%

City of Afton
Statement of Revenue and Expenditures
General Fund Summary plus Detail for All Other Funds
Year to Date 12/31/19

		Audited	Audited	Audited	Audited	Month(s) of	YTD Actual	Annual Budget	Remaining	YTD Act as
		2015	2016	2017	2018	Dec-19	12/31/19	2019	Budget \$	% of Annual
										Budget
#200 PARK RESERVE FUND										
A: Revenues										
4425	Park Dedication Fees	54,743	56,360	10,000	30,000	0	190,000	0	(190,000)	
4426	Afton Donation Program - Parks	0	0	2,400	2,400	0	0	0	0	
4903	Interest Income - 4M Fund	26	229	878	1,160	317	3,572	0	(3,572)	
		0	0	0	0	0	0	0	0	
	TOTAL REVENUE	54,769	56,589	13,278	33,560	317	193,572	0	(193,572)	
B: Expenditures										
6115	Park & Open Space Public Works	0	0	2,474	12,418	0	12,556	0	(12,556)	
6116	Town Square Park Restroom	280	1,450	115,854	448	0	0	0	0	
6117	Grant - Lucy Winton Bell Athletic Fields	0	0	0	0	0	0	0	0	
6125	Bike Trail Improvements	0	0	0	0	0	721	0	(721)	
	TOTAL EXPENDITURES	280	1,450	118,328	12,866	0	13,277	0	(13,277)	
C: Oth Fin Sources (Uses)/Transfers										
	Transfer to City Infrastructure Imp Fund	0	0	0	0	0	0	0	0	
	TOTAL OTH FIN SOURCES (USES)	0	0	0	0	0	0	0	0	
Net PARK RESERVE FUND		54,489	55,139	(105,050)	20,694	317	180,295	0	(180,295)	
#250 SPECIAL RESERVE FUND										
A: Revenues										
6936	Levy/Trf from Genl Fd - Special Reserve	5,000	88,000	9,500	5,000	0	100	100	0	100.0%
4912	Interest - Spec Reserve 4M Fund	102	955	2,862	7,249	595	9,216	0	(9,216)	
	TOTAL REVENUE	5,102	88,955	12,362	12,249	595	9,316	100	(9,216)	9316.4%
B: Expenditures										
6918	Trf to General/Special Act Funds	0	0	75,000	0	0	0	0	0	
	TOTAL EXPENDITURES	0	0	75,000	0	0	0	0	0	
Net SPECIAL RESERVE FUND		5,102	88,955	(62,638)	12,249	595	9,316	100	(9,216)	9316.4%

City of Afton
Statement of Revenue and Expenditures
General Fund Summary plus Detail for All Other Funds
Year to Date 12/31/19

		Audited	Audited	Audited	Audited	Month(s) of	YTD Actual	Annual Budget	Remaining	YTD Act as
		2015	2016	2017	2018	Dec-19	12/31/19	2019	Budget \$	% of Annual
										Budget
#400 201 PROJECT FUND										
A: Revenues										
4625	201 Project Revenue	3,787	6,450	5,891	470	0	0	0	0	
4904	Interest - 201 Project	0	1	10	28	1	17	0	(17)	
	TOTAL REVENUE	3,787	6,451	5,901	498	1	17	0	(17)	
B: Expenditures										
5915	201 Project maintenance	9,160	5,718	2,884	1,068	70	842	0	(842)	
5918	201 Project Mgmt	0	0	0	0	0	0	0	0	
	TOTAL EXPENDITURES	9,160	5,718	2,884	1,068	70	842	0	(842)	
Net 201 PROJECT FUND		(5,373)	734	3,018	(571)	(69)	(825)	0	825	
#410 SANITARY SEWER UTILITY FD										
A: Revenues										
4022	Levy - Sanitary Sewer Operations	0	0	15,000	15,000	0	15,000	15,000	0	100.0%
4023	Fees - Sanitary Sewer Operations	0	0	0	29,850	425	40,700	0	(40,700)	
xxxx	Interest Income - 4M Fund	0	0	0	13	60	953	0	(953)	
xxxx		0	0	0	0	0	0	0	0	
	TOTAL REVENUE	0	0	15,000	44,863	485	56,653	15,000	(41,653)	377.7%
B: Expenditures										
6062	Contract Services - Other	0	0	745	782	1,782	7,700	0	(7,700)	
6065	Oper & Mgmt Fees/Permits	0	0	1,508	20,509	1,508	19,136	0	(19,136)	
6066	Chemical & Lab Fees	0	0	0	10,582	1,219	11,437	0	(11,437)	
6068	Electricity - Lift Stations	0	0	0	15,004	1,332	19,009	0	(19,009)	
6069	Insurance	0	0	0	0	0	5,291	0	(5,291)	
6083	Sanitary Sewer Spec Assessments	0	0	0	2,590	0	2,156	0	(2,156)	
	TOTAL EXPENDITURES	0	0	2,254	49,467	5,841	64,729	0	(64,729)	
Net 410 SANITARY SEWER UTILITY FD		0	0	12,746	(4,604)	(5,356)	(8,076)	15,000	23,076	-53.8%

City of Afton
Statement of Revenue and Expenditures
General Fund Summary plus Detail for All Other Funds
Year to Date 12/31/19

	Audited 2015	Audited 2016	Audited 2017	Audited 2018	Month(s) of Dec-19	YTD Actual 12/31/19	Annual Budget 2019	Remaining Budget \$	YTD Act as % of Annual Budget
#500 FIRE STATION DEBT SERV FUND									
A: Revenues									
4050 Fire Station Curr Tax Levy	57,933	49,893	49,833	49,784	0	49,624	49,625	1	100.0%
4904 Interest - Fire Station 4M Fund	1	30	91	236	18	213	0	(213)	
TOTAL REVENUE	57,934	49,923	49,924	50,020	18	49,837	49,625	(212)	100.4%
B: Expenditures									
6850 Fire Station Debt Service Expense	57,933	49,898	49,833	49,784	0	49,624	49,625	1	100.0%
	0	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	57,933	49,898	49,833	49,784	0	49,624	49,625	1	100.0%
Net FIRE STATION DEBT SERV FUND	1	25	91	236	18	213	0	(213)	

City of Afton
Statement of Revenue and Expenditures
General Fund Summary plus Detail for All Other Funds
Year to Date 12/31/19

		Audited	Audited	Audited	Audited	Month(s) of	YTD Actual	Annual Budget	Remaining	YTD Act as
		2015	2016	2017	2018	Dec-19	12/31/19	2019	Budget \$	% of Annual Budget
#550 SPECIAL ACTIVITIES FD - GENERAL										
A.	4914 Interest - Spec Activity Fd (Unallocated)	59	464	1,706	6,272	356	7,585	0	(7,585)	
B. Cable Comm/4th of July Reserve/CC Contingency/Comm Garden										
	4816 Community Garden	88	0	0	0	0	0	0	0	
	4817 MN Historic Preservation Design Guidelines	8,000	(8,225)	0	0	0	10,000	0	(10,000)	
	4818 City Share High Speed Internet	0	0	124,850	0	0	(124,850)	0	124,850	
	4819 Afton Residents for Preservation & Conservation	0	0	1,500	0	0	0	0	0	
	6910 Oper Trf fr Gen'l Fd/City Council Contingency	(1,200)	0	0	4,000	0	0	0	0	
	6366 City Council Contingency Reserve	0	(5,006)	5,461	(13,377)	0	1,770	0	(1,770)	
Total B. Cable Comm/4th of July Reserve		6,888	(13,231)	131,811	(9,377)	0	(113,080)	0	113,080	
C. Codification/Comp Plan/Moratoria										
	6934 Oper Trf fr Gen'l Fd - Codification + Oth Rev	100	100	100	100	0	500	500	0	100.0%
	6935 Oper Trf fr Gen'l Fund - Comprehensive Plan	2,000	3,000	14,000	4,000	0	4,000	4,000	0	
	6958 Comm Growth Options (1000 Friends Grant)	0	0	0	0	0	0	0	0	
	6356 Comprehensive Plan Expenses	(8,208)	0	0	(5,049)	0	(1,466)	0	1,466	
	6358 Community Growth Options: Expense	0	0	0	0	0	0	0	0	
Total C. Codification of Ordinances		(6,108)	3,100	14,100	(949)	0	3,034	4,500	1,466	67.4%
D. Flood & Storm Water Control and Mitigation										
	6931 Oper Trf fr Gen'l Fund (Flood Control)	5,500	3,500	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	5,500	3,500	5,500	0	3,500	3,500	0	100.0%
	6942 LSCV Water Mgmt Org Revenue	0	0	0	0	0	0	0	0	
	7833 TAG re. Wastewater Community Assessment	15,982	0	0	0	0	0	0	0	
	7836 Flood & Storm Water Exp - General	6,440	(200)	0	0	0	(13,322)	0	13,322	
	7842 Engineering Exp re. Old Village Public Process	0	0	0	0	0	0	0	0	
	7843 Snow & Ice Reserve	15,000	0	15,000	0	0	0	0	0	
Total D. Flood Control & Mitigation		46,423	8,800	24,000	11,000	0	(4,322)	9,000	13,322	-48.0%
E. Charitable Gaming Fund										
	4950 10% Charitable Gaming Tax	0	84	411	250	0	167	0	(167)	
	5450 Charitable Gaming Expenditures	0	0	0	0	0	0	0	0	
Total E. Charitable Gaming Fund		0	84	411	250	0	167	0	(167)	
G. TIF District No. 1 (Afton Market Square)										
	4924 TIF District #1 Taxes	0	0	0	0	0	0	0	0	
	5424 TIF District #1 Distributions/Expenses	(849)	0	0	0	0	0	0	0	
Total G. TIF District No. 1 (Afton Market Square)		(849)	0	0	0	0	0	0	0	

City of Afton
Statement of Revenue and Expenditures
General Fund Summary plus Detail for All Other Funds
Year to Date 12/31/19

	Audited 2015	Audited 2016	Audited 2017	Audited 2018	Month(s) of Dec-19	YTD Actual 12/31/19	Annual Budget 2019	Remaining Budget \$	YTD Act as % of Annual Budget
I. City Vehicles/Equipment									
6933 Oper Trf fr Gen'l - City Vehicles	2,500	2,500	2,500	2,500	0	6,410	2,500	(3,910)	256.4%
5508 City Equipment	0	0	(2,435)	(1,319)	0	0	0	0	
5977 John Deere X749 Tractor	0	0	0	0	0	0	0	0	
5978 John Deere Z950M Ztrak	0	0	0	0	0	(9,900)	0	9,900	
Total I. City Vehicles	2,500	2,500	65	1,181	0	(3,490)	2,500	5,990	-139.6%
K. Audit/Legal Reserve									
4842 Oper Trf fr Gen'l - Audit/Legal	100	1,000	1,000	1,000	0	100	100	0	100.0%
6342 Legal Exp - Deductible/CoPays	0	0	0	(5,817)	0	0	0	0	
Total K. Audit/Legal Reserve	100	1,000	1,000	(4,817)	0	100	100	0	100.0%
L. MN Unemployment Claims									
4843 Oper Trf fr Gen'l - MN Unemployment	3,000	1,000	1,000	1,000	0	1,000	1,000	0	100.0%
4844 Oper Trf fr Gen'l - Severance & Oth PTO	0	0	0	0	0	0	0	0	
6343 MN Unemployment Claim Expense	0	0	0	0	0	0	0	0	
6344 Severance Pay	0	0	0	0	0	0	0	0	
6345 Vacation, Sick & Other PTO	0	0	0	0	0	0	0	0	
Total L. MN Unemployment Claims	3,000	1,000	1,000	1,000	0	1,000	1,000	0	100.0%
M. Parks Capital Repairs/Trail & Ped Bridge & Sidewalk									
4844 Oper Trf fr Gen'l - Parks Capital Repairs/Trail & Ped Brid	5,500	5,500	5,500	5,500	0	5,500	5,500	0	100.0%
4846 Oper Trf fr Gen'l - Sidewalk	2,000	2,000	2,000	2,000	0	500	500	0	100.0%
6348 Parks Capital Repairs/Trail & Ped Bridge Expense	0	0	(5,000)	0	0	0	0	0	
Total M. Parks Capital Repairs/Trail & Ped Bridge & Sidewalk	7,500	7,500	2,500	7,500	0	6,000	6,000	0	100.0%
N. Election Expense Reserve									
4847 Oper Trf fr Gen'l - Election Levy	5,500	5,500	5,500	16,500	0	5,500	5,500	0	100.0%
6347 Election Expenses	(121)	(7,207)	(1,550)	(24,591)	0	(1,567)	0	1,567	
Total N. Election Expense Reserve	5,379	(1,707)	3,950	(8,091)	0	3,933	5,500	1,567	71.5%
Net 550 SPECIAL ACTIVITIES FD - GENERAL	64,892	9,510	180,544	3,970	356	(99,073)	28,600	127,673	-346.4%

City of Afton
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General Fund Summary plus Detail for All Other Funds
Year to Date 12/31/19

	Audited 2015	Audited 2016	Audited 2017	Audited 2018	Month(s) of Dec-19	YTD Actual 12/31/19	Annual Budget 2019	Remaining Budget \$	YTD Act as % of Annual Budget
#560 SPEC ACTIVITIES FUND - OTHER									
A: Revenues									
4940 State Fire Aid Received	47,348	49,011	43,475	50,414	0	50,819	45,000	(5,819)	112.9%
4815 Cable Distributions Received	9,115	6,253	10,881	12,391	0	11,561	0	(11,561)	
xxxx Interest Income - 4M Fund	0	0	0	2	0	56	0	(56)	
xxxx	0	0	0	0	0	0	0	0	
TOTAL REVENUE	56,463	55,264	54,356	62,807	0	62,436	45,000	(17,436)	138.7%
B: Expenditures									
5440 State Fire Aid Distributed	(47,348)	(49,011)	43,475	50,414	0	50,819	45,000	(5,819)	112.9%
5561 Communications Expenses	(2,605)	(17,594)	12,346	24,475	0	11,310	0	(11,310)	
xxxx	0	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	(49,952)	(66,605)	55,821	74,888	0	62,128	45,000	(17,128)	138.1%
Net 560 SPEC ACTIVITIES FUND - OTHER	106,415	121,869	(1,465)	(12,082)	0	307	0	(307)	
#600 MN INVESTMENT FUND									
A: Revenues									
4886 Chandler Exhibits Loan Repayment	0	0	0	0	0	0	0	0	
4904 Interest - MN Invest 4M Fund	48	226	743	1,790	135	2,158	0	(2,158)	
TOTAL REVENUE	48	226	743	1,790	135	2,158	0	(2,158)	
B: Expenditures									
8986 Chandler Exhibits Repay MN Invest Fd	0	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	0	0	0	0	0	0	0	0	
Net MN INVESTMENT FUND	48	226	743	1,790	135	2,158	0	(2,158)	

City of Afton
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General Fund Summary plus Detail for All Other Funds
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	Audited 2015	Audited 2016	Audited 2017	Audited 2018	Month(s) of Dec-19	YTD Actual 12/31/19	Annual Budget 2019	Remaining Budget \$	YTD Act as % of Annual Budget
#700 2017 ROAD PAVING CONSTRUCTION FD									
A: Revenues									
4716 2017B Road Bond Proceeds	0	0	3,500,000	0	0	0	0	0	
xxxx Interest Income - 4M Fund	0	0	0	0	0	0	0	0	
xxxx	0	0	0	0	0	0	0	0	
TOTAL REVENUE	0	0	3,500,000	0	0	0	0	0	
B: Expenditures/Transfers									
7741 2017B Road Bond Issue Exp	0	0	4,029	0	0	0	0	0	
6948 Trf to Street Imp Fund for Construction Costs	0	0	3,211,458	284,513	0	0	0	0	
xxxx	0	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	0	0	3,215,487	284,513	0	0	0	0	
Net 700 2017 ROAD PAVING CONSTRUCTION FD	0	0	284,513	(284,513)	0	0	0	0	
#725 2014A ROAD DEBT SERVICE FUND									
A: Revenues									
4725 Road Paving Debt Levy Proceeds	310,000	260,000	260,000	170,000	0	275,000	275,000	0	100.0%
4716 2017B Road Bond Proceeds	0	0	0	0	0	0	0	0	
4916 Interest - Road Debt Service 4M Fund	99	513	2,489	7,169	320	3,095	0	(3,095)	
TOTAL REVENUE	310,099	260,513	262,489	177,169	320	278,095	275,000	(3,095)	101.1%
B: Expenditures									
6948 Oper Trf to Street Imp Fd re. 2017 Pavement Project	10,853	0	0	0	0	0	0	0	
7715 2014A Road Bond Principal	0	0	165,000	180,000	0	195,000	0	(195,000)	
7735 Interest Expense - 2014A Refunding Bonds	104,751	97,250	94,425	89,250	0	83,625	0	(83,625)	
7736 2014A Refunding Bonds Admin Expense	(234,040)	1,900	0	0	716	1,216	0	(1,216)	
7741 2017B Road Tax Abate Bds Issue/Admin Expense	0	0	0	1,882	0	0	0	0	
7742 Interest Expense - 2017B Road Tax Abate Bds	0	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	(118,437)	99,150	259,425	271,132	716	279,841	0	(279,841)	
Net 725 2014A ROAD PAVING DEBT SERV FD	428,536	161,363	3,064	(93,963)	(396)	(1,746)	275,000	276,746	-0.6%

City of Afton
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General Fund Summary plus Detail for All Other Funds
Year to Date 12/31/19

		Audited	Audited	Audited	Audited	Month(s) of	YTD Actual	Annual Budget	Remaining	YTD Act as
		2015	2016	2017	2018	Dec-19	12/31/19	2019	Budget \$	% of Annual
										Budget
#726 2017B ROAD DEBT SERV FD										
A: Revenues										
4726	Levy 2017B Road Bond	0	0	0	480,000	0	390,000	390,000	0	100.0%
xxxx	Interest Income - 4M Fund	0	0	0	58	341	2,347	0	(2,347)	
xxxx		0	0	0	0	0	0	0	0	
	TOTAL REVENUE	0	0	0	480,058	341	392,347	390,000	(2,347)	100.6%
B: Expenditures										
7742	2017B Road Bond Int Exp	0	0	0	88,735	0	70,575	0	(70,575)	
7747	2017B Road Bond Admin Exp	0	0	0	1,936	718	1,218	0	(1,218)	
7716	2017B Road Bond Principal	0	0	0	0	0	320,000	0	(320,000)	
	TOTAL EXPENDITURES	0	0	0	90,671	718	391,793	0	(391,793)	
Net 726 2017B ROAD DEBT SERV FD		0	0	0	389,387	(377)	554	390,000	389,446	0.1%

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		Audited	Audited	Audited	Audited	Month(s) of	YTD Actual	Annual Budget	Remaining	YTD Act as
		2015	2016	2017	2018	Dec-19	12/31/19	2019	Budget \$	% of Annual Budget
#805 CITY INFRASTRUCTURE IMP FD										
A: Revenues										
4917	Interest Income	395	4,602	3,306	1,821	1,002	15,458	0	(15,458)	
4829	2017A Dwntrn Tmp Bond Proceeds	0	0	1,980,000	0	0	0	0	0	
4849	DNR BWSR Grant	0	0	0	84,710	0	0	0	0	
4852	VBWD Grant \$50M/Yr for 10 Yrs	0	50,000	50,000	100,000	0	50,000	50,000	0	100.0%
4853	Wash Cty Share Downtown/Village Road Project	0	0	4,092,589	33,610	80,000	101,366	0	(101,366)	
486x	CWRF and PSIG Grant & Loan Proceeds	0	0	6,788,796	1,191,225	0	275,023	0	(275,023)	
4894	DNR Flood Imp Grant	0	0	1,611,106	500	0	1,280,016	0	(1,280,016)	
4895	PFA/Imp Bd Levy	48,937	98,000	0	0	0	0	0	0	
4896	DNR Flood Imp Grant Match - Tax Levy	95,000	95,000	95,000	95,000	0	95,000	95,000	0	100.0%
TOTAL REVENUE		144,332	247,602	14,620,797	1,506,866	81,002	1,816,862	145,000	(1,671,862)	1253.0%
B: Expenditures										
8871	Wetland Credits	0	0	51,748	0	0	0	0	0	
8891	Downtown Property Purchase/Expense	0	1,727	541	368	16	335	0	(335)	
8892	Downtown Imp - Easements & Damages	0	9,200	33,121	0	0	11,584	0	(11,584)	
8893	Single Audit Expense	0	0	0	2,000	0	1,600	0	(1,600)	
8894	Septic Permits, Fees, Admin	0	85,087	116,239	4,177	0	6,963	0	(6,963)	
8895	DNR Flood Imp Proj - Engineering	0	67,891	14,066	0	0	0	0	0	
8896	Sanitary Sewer Improvements	0	152,851	73,817	14,580	0	3,595	0	(3,595)	
8897	Septic Construction Engineering	0	8,545	151,858	39,660	0	3,958	0	(3,958)	
8898	Flood Mitigation/ROW Services	1,240,442	18,935	14,086	0	0	0	0	0	
8899	Village Improvements	0	22,670	1,305,268	431,585	24,795	123,832	0	(8,545)	
8901	Septic Construction	0	0	12,047,009	1,596,291	0	(22,525)	0	(8,545)	
TOTAL EXPENDITURES		1,240,442	366,905	13,807,751	2,088,660	24,811	129,342	0	(45,126)	
C: Oth Fin Sources (Uses)/Trfs incl Debt Service										
4848	Trf from Park Reserve Fd	0	0	805,497	0	0	0	0	0	
xxxx	2015A & 2017B Bonds	0	(1,608)	(3,786,795)	(120,745)	0	0	0	0	
TOTAL OTH FIN SOURCES (USES)		0	(1,608)	(2,981,297)	(120,745)	0	0	0	0	
Net 800 CITY INFRASTRUCTURE IMP FD		(1,096,109)	(120,911)	(2,168,252)	(702,539)	56,192	1,687,520	145,000	(1,626,736)	1163.8%

City of Afton
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General Fund Summary plus Detail for All Other Funds
Year to Date 12/31/19

		Audited	Audited	Audited	Audited	Month(s) of	YTD Actual	Annual Budget	Remaining	YTD Act as
		2015	2016	2017	2018	Dec-19	12/31/19	2019	Budget \$	% of Annual
										Budget
#806 PFA LOAN DEBT SERV FUND										
A: Revenues										
4879	Sanitary Sewer Spec Assessments	0	0	102,054	295,941	0	157,862	0	(157,862)	
4899	Levy PFA Loan Debt Serv	0	0	70,000	27,000	0	70,000	70,000	0	100.0%
xxxx	Interest Income - 4M Fund	0	0	0	19	346	5,818	0	(5,818)	
xxxx		0	0	0	0	0	0	0	0	
	TOTAL REVENUE	0	0	172,054	322,960	346	233,680	70,000	(163,680)	333.8%
B: Expenditures										
7744	2017 L054 Storm Wtr PFA Int Exp	0	0	0	7,052	0	9,454	0	(9,454)	
7745	2017 L055 Sanitary Sewer PFA Int Exp	0	0	0	11,739	0	11,971	0	(11,971)	
7743 7746	2017 Sanitary Sewer PFA Issue/Admin Exp	0	0	16,061	0	0	850	0	(850)	
7749	Dwntwn Imp - Special Assessmt Exp	0	0	105,179	54,595	17,110	107,298	0	(107,298)	
7754	2017 L054 Storm Wtr PFA Principal	0	0	0	24,815	0	52,000	0	(52,000)	
7755	2017 L055 Sanitary Sewer PFA Principal	0	0	0	28,959	0	59,000	0	(59,000)	
7743		0	0	0	0	0	0	0	0	
	TOTAL EXPENDITURES	0	0	121,240	127,159	17,110	240,574	0	(240,574)	
Net 806 PFA LOAN DEBT SERV FUND		0	0	50,814	195,801	(16,764)	(6,893)	70,000	76,893	-9.8%
#807 DOWNTWN TMP IMP DEBT SERV FD										
A: Revenues										
4898	Levy Dwntwn Tmp Imp Bond	0	0	28,000	73,000	0	37,000	37,000	0	100.0%
4926	Interest Income - 4M Fund	0	0	0	2	42	751	0	(751)	
6854	Trf fr General Fund	0	0	0	15,000	0	0	0	0	
	TOTAL REVENUE	0	0	28,000	88,002	42	37,751	37,000	(751)	102.0%
B: Expenditures										
7724	2017A Dwntwn Imp Bond Admin Exp	0	0	0	0	1,106	2,906	0	(2,906)	
7737	2017A Dwntwn Imp Bond Int Exp	0	0	7,041	2,332	0	0	0	0	
7739	2017A Dwntwn Imp Bond Int Exp	0	0	16,027	30,690	0	30,690	0	(30,690)	
xxxx		0	0	0	0	0	0	0	0	
	TOTAL EXPENDITURES	0	0	23,068	33,022	1,106	33,596	0	(33,596)	
Net 807 DOWNTOWN TMP IMP DEBT SERV FUND		0	0	4,932	54,980	(1,064)	4,155	37,000	32,845	11.2%

City of Afton
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General Fund Summary plus Detail for All Other Funds
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		Audited	Audited	Audited	Audited	Month(s) of	YTD Actual	Annual Budget	Remaining	YTD Act as
		2015	2016	2017	2018	Dec-19	12/31/19	2019	Budget \$	% of Annual
										Budget
#810 CITY DOCK FUND										
A: Revenues										
4812	Lease of City Docks	3,850	3,850	3,850	3,850	0	3,850	3,850	0	100.0%
4909	Interest Income - 4M Fund	25	125	435	1,133	76	1,336	0	(1,336)	
	TOTAL REVENUE	3,875	3,975	4,285	4,983	76	5,186	3,850	(1,336)	134.7%
B: Expenditures										
8930	Dock Improvements	0	0	0	3,920	0	17,409	0	(17,409)	
	TOTAL EXPENDITURES	0	0	0	3,920	0	17,409	0	(17,409)	
Net 810 CITY DOCK FUND		3,875	3,975	4,285	1,063	76	(12,222)	3,850	16,072	-317.5%

City of Afton
Detail Statement of Revenue and Expenditures - General Fund Only
Year to Date 12/31/19

	Audited	Audited	Audited	Audited	Audited	Month(s) of	YTD Actual	Annual	Estimate	Full Year	Full Year Estimate Favorable (Unfavorable) to Budget	
	2014	2015	2016	2017	2018	Dec-19	12/31/19	Budget 2019	Remaining Year	2019 Estimate	\$	%
#100 GENERAL FUND												
1-PROPERTY TAXES:												
4000	860,094	899,578	961,378	974,335	984,222	0	1,003,011	1,051,047	15,000	1,018,011	(33,036)	-3.1%
4005	47,649	44,904	44,674	46,265	54,350	0	63,842	63,420	0	63,842	422	0.7%
4015	17,950	5,456	23,892	10,629	17,503	0	11,533	0	0	11,533	11,533	
4013	200,000	200,000	200,000	375,000	70,000	0	120,500	120,500	0	120,500	0	0.0%
6928	294	5,000	3,000	9,500	5,000	0	100	100	0	100	0	0.0%
6932	3,500	3,500	3,500	3,500	3,500	0	3,500	3,500	0	3,500	0	0.0%
6933	2,500	2,500	2,500	2,500	2,500	0	2,500	2,500	0	2,500	0	0.0%
6935	2,000	2,000	3,000	4,000	4,000	0	4,000	4,000	0	4,000	0	0.0%
6936	5,500	5,500	5,500	5,500	5,500	0	5,500	5,500	0	5,500	0	0.0%
6937	95,000	95,000	95,000	95,000	95,000	0	95,000	95,000	0	95,000	0	0.0%
6934	100	100	100	100	100	0	500	500	0	500	0	0.0%
4843	3,000	3,000	1,000	1,000	1,000	0	1,000	1,000	0	1,000	0	0.0%
4847	5,500	5,500	5,500	5,500	5,500	0	5,500	5,500	0	5,500	0	0.0%
6910	0	0	0	0	0	0	0	0	0	0	0	
4842	100	100	1,000	1,000	1,000	0	100	100	0	100	0	0.0%
4844	5,500	5,500	5,500	5,500	5,500	0	5,500	5,500	0	5,500	0	0.0%
4022	15,000	15,000	15,000	15,000	15,000	0	15,000	15,000	0	15,000	0	0.0%
4017	0	0	0	0	49,671	0	50,000	50,000	0	50,000	0	0.0%
4846	2,000	2,000	2,000	2,000	2,000	0	500	500	0	500	0	0.0%
4012	6,000	6,000	6,000	6,000	6,000	0	6,000	6,000	0	6,000	0	0.0%
4818	0	0	75,000	50,000	0	0	0	0	0	0	0	
4050	57,356	57,933	49,893	49,833	49,784	0	49,624	49,624	0	49,624	0	0.0%
4898	0	0	28,000	28,000	30,000	0	37,000	37,000	0	37,000	0	0.0%
4899	0	8,000	70,000	70,000	70,000	0	70,000	70,000	0	70,000	0	0.0%
4726	0	0	0	0	390,000	0	390,000	390,000	0	390,000	0	0.0%
4725	305,000	310,000	260,000	260,000	260,000	0	275,000	275,000	0	275,000	0	0.0%
TOTAL PROPERTY TAXES	1,634,042	1,676,572	1,861,437	2,020,162	2,127,129	0	2,215,211	2,251,291	15,000	2,230,211	(21,080)	-0.9%
2-INTERGOVERNMENTAL REVENUE:												
4100	(2,374)	(2,333)	(2,160)	(2,267)	(2,510)	0	(2,545)	(2,400)	0	(2,545)	(145)	6.0%
4108	5,797	10,033	9,596	10,423	10,635	0	5,292	4,000	0	5,292	1,292	32.3%
4112	634	634	634	634	634	317	634	634	0	634	0	0.0%
4175	659	663	1,005	1,064	568	5,258	5,258	500	0	5,258	4,758	951.6%
TOTAL INTERGOVT REVENUES	4,715	8,998	9,076	9,854	9,327	5,575	8,640	2,734	0	8,640	5,906	216.0%
3-CHARGES FOR SERVICES:												
4205	50	20	80	60	80	0	60	35	0	60	25	71.4%
4210	20	117	34	8	73	0	0	100	0	0	(100)	-100.0%
4215	0	0	0	0	500	0	2,500	0	0	2,500	2,500	
TOTAL CHARGES FOR SERVICES	70	137	114	68	653	0	2,560	135	0	2,560	2,425	1796.3%

City of Afton
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	Audited 2014	Audited 2015	Audited 2016	Audited 2017	Audited 2018	Month(s) of Dec-19	YTD Actual 12/31/19	Annual Budget 2019	Estimate Remaining Year	Full Year 2019 Estimate	Full Year Estimate Favorable (Unfavorable) to Budget	
											\$	%
4-FINES & FORFEITURES:												
4300 County Fines & Fees	10,359	15,861	14,422	11,061	8,700	1,939	13,706	12,000	0	13,706	1,706	14.2%
4305 Other Fines & Forfeitures	0	0	664	0	0	0	0	250	0	0	(250)	-100.0%
TOTAL FINES & FORFEITURES	10,359	15,861	15,086	11,061	8,700	1,939	13,706	12,250	0	13,706	1,456	11.9%
5-LICENSES, FEES, PERMITS:												
4400 Building Permit Fees - Afton	86,885	117,818	206,416	193,823	105,130	15,379	151,857	86,000	0	151,857	65,857	76.6%
4401 Building & Eng'g Inspection Fees	800	1,050	1,550	2,390	1,445	0	5,005	1,000	0	5,005	4,005	400.5%
4404 4th of July permits	250	0	0	0	0	0	0	0	0	0	0	
4405 Pet License & Impound Fees	335	1,025	325	1,055	230	0	680	300	0	680	380	126.7%
4410 Liquor Licenses	3,000	3,000	5,023	3,500	1,750	0	3,350	3,000	0	3,350	350	11.7%
4415 Other Licenses	413	260	589	1,119	1,496	25	859	350	0	859	509	145.5%
4435 Street Opening & Utility Permit Fees	750	500	2,250	3,500	500	0	2,000	1,750	0	2,000	250	14.3%
4437 Utility Franchise Fees	59,438	59,554	57,833	62,497	59,174	14,800	62,196	58,000	0	62,196	4,196	7.2%
4440 Zoning Fees & Permits	10,248	6,965	7,886	11,475	5,690	250	5,190	3,000	0	5,190	2,190	73.0%
TOTAL LICENSES, FEES, PERMITS	162,119	190,172	281,870	279,359	175,415	30,454	231,138	153,400	0	231,138	77,738	50.7%
7-MISCELLANEOUS REVENUE:												
4601 Insurance dividend	3,208	3,271	3,972	998	471	0	1,195	2,000	0	1,195	(805)	-40.3%
4604 Park rental & cleaning fees	825	560	225	225	275	300	675	500	0	675	175	35.0%
4615 Settlements/Other Income/Transfer	10	869	160	609	716	0	226	0	0	226	226	
TOTAL MISCELLANEOUS REVENUE	4,043	4,700	4,357	1,832	1,462	300	2,096	2,500	0	2,096	(405)	-16.2%
9-OTHER GRANTS:												
4810 County Grant-recycling grant	7,178	7,210	7,210	7,210	7,210	0	6,676	7,090	0	6,676	(415)	-5.8%
4814 Cable Commission Grant	1,200	1,200	1,200	1,500	1,200	0	1,200	1,200	0	1,200	0	0.0%
TOTAL OTHER GRANTS	8,378	8,410	8,410	8,710	8,410	0	7,876	8,290	0	7,876	(415)	-5.0%
10-INTEREST REVENUES:												
4901 Interest - 4M Fund General	54	144	955	12,772	10,330	997	9,342	1,000	0	9,342	8,342	834.2%
TOTAL INTEREST REVENUES	54	144	955	12,772	10,330	997	9,342	1,000	0	9,342	8,342	834.2%
TOTAL REVENUES	1,823,780	1,904,993	2,181,305	2,343,817	2,341,426	39,264	2,490,567	2,431,600	15,000	2,505,567	73,967	3.0%

City of Afton
Detail Statement of Revenue and Expenditures - General Fund Only
Year to Date 12/31/19

	Audited 2014	Audited 2015	Audited 2016	Audited 2017	Audited 2018	Month(s) of Dec-19	YTD Actual 12/31/19	Annual Budget 2019	Estimate Remaining Year	Full Year 2019 Estimate	Full Year Estimate Favorable (Unfavorable) to Budget	
											\$	%
B: EXPENDITURES												
1-WAGES & BENEFITS:												
5002 Mayor & Council	13,200	13,400	13,200	13,200	13,200	1,100	13,200	13,200	0	13,200	0	0.0%
5004 Administrator	81,575	88,150	91,483	92,150	92,150	8,258	97,330	102,100	0	97,330	4,770	4.7%
5005 Intern (s)	0	0	0	0	0	0	0	500	0	0	500	100.0%
5007 Office Assistant	17,717	16,059	18,272	21,793	23,705	3,180	24,866	26,800	0	24,866	1,934	7.2%
5008 Office Manager/Clerk	38,593	38,922	38,798	28,930	39,171	6,516	50,450	54,600	0	50,450	4,150	7.6%
5115 Contract Office - Administration	0	0	0	5,221	300	0	0	0	0	0	0	
5020 Maintenance Personnel incl Vehicle Allowance	17,849	17,300	18,816	24,076	27,916	3,235	31,848	40,000	0	31,848	8,152	20.4%
5014 FICA & Medicare	13,425	17,702	17,854	18,047	18,133	1,779	17,793	18,146	0	17,793	353	1.9%
5018 Insurance Benefits (Disability)	642	646	648	227	463	47	565	720	0	565	155	21.5%
5037 Other Financial Benefits	16,200	26,400	26,400	26,400	26,400	2,311	27,396	26,400	0	27,396	(996)	-3.8%
5053 PERA	11,416	12,178	13,008	12,771	13,913	1,610	16,490	18,383	0	16,490	1,893	10.3%
5024 Workers Comp Insurance	2,530	3,689	3,171	0	2,691	0	4,638	3,100	0	4,638	(1,538)	-49.6%
TOTAL WAGES & BENEFITS	213,147	234,446	241,650	242,814	258,043	28,037	284,577	303,949	0	284,577	19,372	6.4%
2-PROFESSIONAL SERVICES:												
5120 Contract - Videographer	606	710	1,807	2,475	3,691	195	3,804	4,000	0	3,804	196	4.9%
5302 Assessor Fees	20,191	20,716	21,269	22,215	23,592	0	26,015	24,000	0	26,015	(2,015)	-8.4%
5304 Accounting fees	13,365	14,375	15,247	17,130	17,637	2,400	26,527	17,350	0	26,527	(9,177)	-52.9%
5305 Auditing fees	5,350	5,450	5,350	6,600	10,875	0	19,295	15,000	0	19,295	(4,295)	-28.6%
5310 Engineering Fees	12,722	17,707	23,561	24,410	34,079	(8,223)	40,233	20,600	3,000	43,233	(22,633)	-109.9%
5315 Recording fees	151	46	0	0	552	368	644	300	0	644	(344)	-114.7%
5320 Legal fees - Prosecution	29,698	25,140	23,160	27,943	26,374	2,700	32,020	29,800	0	32,020	(2,220)	-7.5%
5321 Legal fees - General/Civil	13,772	20,447	21,951	19,082	21,652	1,800	20,581	22,000	0	20,581	1,419	6.4%
5330 Planning Fees	0	0	0	6,200	5,368	161	593	4,120	0	593	3,527	85.6%
5335 Other Fees for Service	0	0	(433)	1,150	0	0	202	1,500	0	202	1,298	86.5%
5350 Building Inspection Fees - Stensland	36,910	48,921	80,054	82,429	47,634	5,779	64,093	34,400	0	64,093	(29,693)	-86.3%
5360 Misc Dev Fees	(200)	(345)	0	0	0	0	0	0	0	0	0	
5370 Well Monitoring Program	144	0	768	0	1,075	0	2,182	1,200	0	2,182	(982)	-81.9%
5380 Watershed Management	488	488	595	596	596	0	596	600	0	596	4	0.6%
TOTAL PROFESSIONAL SERVICES	133,198	153,655	193,329	210,229	193,126	5,180	236,786	174,870	3,000	239,786	(64,916)	-37.1%

City of Afton
Detail Statement of Revenue and Expenditures - General Fund Only
Year to Date 12/31/19

	Audited	Audited	Audited	Audited	Audited	Month(s) of	YTD Actual	Annual Budget 2019	Estimate Remaining Year	Full Year 2019 Estimate	Full Year Estimate Favorable (Unfavorable) to Budget	
	2014	2015	2016	2017	2018	Dec-19	12/31/19				\$	%
4-OTHER EXPENDITURES:												
5500 Office Equipment	176	1,612	576	0	0	0	0	700	0	0	700	100.0%
5505 Bank/IRS Fees/Penalties/Sales Tax	135	347	262	314	873	53	452	400	0	452	(52)	-13.0%
5510 Comp Svc (All Hard/Software, GIS, Web, Email)	4,825	5,396	5,610	6,900	16,830	1,139	9,344	9,500	0	9,344	156	1.6%
5516 Copier Lease	6,424	6,796	3,243	2,760	2,521	230	2,760	3,500	0	2,760	740	21.1%
5520 Equipment Maintenance	62	0	0	0	0	0	0	500	0	0	500	100.0%
5525 Insurance-General Property & Liability	18,377	17,886	17,250	15,962	21,705	0	21,722	21,600	0	21,722	(122)	-0.6%
5535 Misc. Expense	230	956	21	574	111	176	509	1,500	0	509	991	66.1%
5540 Office Supplies	2,673	2,953	2,631	3,563	3,230	70	2,978	4,000	0	2,978	1,022	25.5%
5545 Other Administration	475	713	400	320	120	0	41	500	0	41	459	91.8%
5550 Postage	4,816	3,439	3,281	3,847	4,266	0	2,315	3,500	0	2,315	1,185	33.9%
5555 Publishing & Printing	2,336	3,656	2,201	407	1,143	74	846	2,000	0	846	1,154	57.7%
5560 Newsletter	5,281	6,058	5,339	4,804	4,144	385	6,126	6,000	0	6,126	(126)	-2.1%
5565 Telephone	2,759	2,682	2,703	3,051	3,595	300	3,595	3,500	0	3,595	(95)	-2.7%
5575 Travel & Mileage	180	0	132	186	162	39	416	500	0	416	84	16.8%
5580 Membership & Dues	2,987	3,158	3,207	3,229	3,384	0	3,474	3,200	0	3,474	(274)	-8.6%
5585 Seminars & Education	1,932	2,364	682	1,059	2,576	0	1,535	2,600	0	1,535	1,065	40.9%
TOTAL OTHER EXPENDITURES	53,668	58,017	47,538	46,974	64,660	2,465	56,112	63,500	0	56,112	7,388	11.6%
SUBTOTAL GENERAL & ADMINISTRATIVE	400,012	446,119	482,517	500,017	515,829	35,682	577,475	542,319	3,000	580,475	(38,156)	-7.0%
5-PUBLIC SAFETY:												
5605 Animal Control	1,899	2,823	1,959	1,280	2,884	0	3,416	4,000	0	3,416	584	14.6%
5625 Fire & Ambulance Service	213,705	219,953	232,893	243,296	249,166	0	260,296	260,296	0	260,296	0	0.0%
5626 Fire Relief Association	0	0	0	0	0	0	0	0	0	0	0	
5636 Police Service - Additional Patrols	0	0	0	0	2,044	0	2,448	2,000	0	2,448	448	22.4%
5635 Police Service - County	168,494	169,289	178,385	176,419	186,346	94,506	189,238	189,011	0	189,238	(227)	-0.1%
TOTAL PUBLIC SAFETY	384,098	392,065	413,237	420,994	440,440	94,506	455,398	455,307	0	455,398	805	0.2%
6-PUBLIC HEALTH:												
5705 Recycling - Afton	150	268	1,076	525	(304)	0	(28)	500	0	(28)	528	105.6%
5720 Refuse Hauling - City Hall	1,630	819	708	745	945	0	469	1,000	0	469	531	53.1%
TOTAL PUBLIC HEALTH	1,780	1,087	1,784	1,270	641	0	441	1,500	0	441	1,059	70.6%

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City of Afton
Detail Statement of Revenue and Expenditures - General Fund Only
Year to Date 12/31/19

	Audited	Audited	Audited	Audited	Audited	Month(s) of	YTD Actual	Annual Budget 2019	Estimate Remaining Year	Full Year 2019 Estimate	Full Year Estimate Favorable (Unfavorable) to Budget	
	2014	2015	2016	2017	2018	Dec-19	12/31/19				\$	%
7-STREETS:												
5820 Gravel Road Maintenance	1,755	3,530	7,944	13,721	10,348	808	6,567	4,000	0	6,567	(2,567)	-64.2%
5825 Crackseal/Seal Coat/Gravel Shouldering	90,685	51,829	11,701	33,098	50,469	0	13,543	75,000	0	13,543	61,457	81.9%
5830 Snow & Ice Control	115,692	62,431	78,910	76,152	132,082	19,071	134,249	113,000	7,500	141,749	(28,749)	-25.4%
5835 Surf maint/Sweeping/Pothole Repair	29,844	49,873	33,139	28,672	2,262	0	15,379	10,000	0	15,379	(5,379)	-53.8%
5845 Brush,Tree,Mow,Bridge,Culvert,Guardrail	25,502	40,117	21,136	80,978	45,273	0	57,858	52,000	0	57,858	(5,858)	-11.3%
5850 Street Lighting	3,982	4,286	3,164	4,494	3,397	140	1,810	5,500	0	1,810	3,690	67.1%
5855 Gas Lamps - Operating Costs	2,851	2,491	1,889	1,236	1,393	0	0	0	0	0	0	0%
5856 Gas Lamps - Capital	0	0	0	0	0	0	0	0	0	0	0	0%
5860 Signs & Signals	2,977	3,247	3,413	2,624	1,879	0	9,100	3,500	0	9,100	(5,600)	-160.0%
5870 Other - Road Maint.	758	605	1,696	888	1,608	7	2,000	2,000	0	2,000	0	0.0%
TOTAL STREETS	274,047	218,410	162,992	241,863	248,711	20,025	240,506	265,000	7,500	248,006	16,994	6.4%
9-OTHER PUBLIC WORKS EXPENDITURES:												
5910 Flood Control (Operate Pump/Dike)	803	0	0	0	0	0	0	1,600	0	0	1,600	100.0%
5920 Repair & Maint - Equipment	1,312	1,080	1,324	1,506	2,481	886	4,278	1,500	0	4,278	(2,778)	-185.2%
5925 Fuel & Lubricants	478	558	311	263	361	0	506	1,000	0	506	494	49.4%
5930 Tools & Minor Equipment	243	277	275	95	375	0	0	950	0	0	950	100.0%
TOTAL OTHER PUBLIC WORKS	2,836	1,914	1,910	1,864	3,217	886	4,784	5,050	0	4,784	266	5.3%
SUBTOTAL STREETS, REHAB & PUBLIC WORKS	276,883	220,324	164,902	243,727	251,928	20,911	245,290	270,050	7,500	252,790	17,260	6.4%
9-BUILDINGS & LAND:												
6010 Gas Heat - 3033 City Hall	2,060	1,937	1,071	533	0	124	1,167	2,200	0	1,167	1,033	46.9%
6020 Electricity	1,822	1,731	1,635	2,039	2,750	131	2,482	2,000	0	2,482	(482)	-24.1%
6030 Miscellaneous Expense	777	1,036	944	910	229	27	1,529	800	0	1,529	(729)	-91.1%
6035 Cleaning	1,031	874	273	13	7	0	0	500	0	0	500	100.0%
6040 Repair & Maintenance	898	1,910	902	2,644	2,789	252	902	2,000	0	902	1,098	54.9%
6045 City Garage Exp - 1675 Stagecoach	3,264	2,557	3,182	2,147	4,588	295	2,864	2,500	0	2,864	(364)	-14.5%
6046 Garage Expense - Sheriff, Public Works	0	0	0	0	0	(1,417)	488	1,000	0	488	(512)	-51.2%
6050 Supplies	594	288	289	536	1,519	40	940	500	0	940	(440)	-88.0%
TOTAL BUILDINGS & LAND	10,446	10,334	8,296	8,823	11,882	(547)	10,371	11,500	0	10,371	105	0.9%

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City of Afton
Detail Statement of Revenue and Expenditures - General Fund Only
Year to Date 12/31/19

	Audited	Audited	Audited	Audited	Audited	Month(s) of	YTD Actual	Annual	Estimate	Full Year	Full Year Estimate Favorable (Unfavorable) to Budget	
	2014	2015	2016	2017	2018	Dec-19	12/31/19	Budget 2019	Remaining Year	2019 Estimate	\$	%
12-PARKS & RECREATION:												
6105 4th of July Celebration	3,691	3,500	3,500	3,500	3,500	0	3,500	3,500	0	3,500	0	0.0%
6135 Park Maintenance	1,275	359	569	2,587	3,380	0	3,069	1,300	0	3,069	(1,769)	-136.1%
6136 Park Utilities	0	0	0	0	0	195	3,288	0	0	3,288	3,288	
6140 Miscellaneous expense	52	62	112	18	238	0	238	300	0	238	63	20.8%
6205 Cemetery maintenance	0	0	9,000	9,354	9,000	0	9,000	9,000	0	9,000	0	0.0%
TOTAL PARKS & RECREATION	5,018	3,921	13,181	15,459	16,118	195	19,095	14,100	0	19,095	1,582	11.2%
OVERALL TOTAL EXPENDITURES	1,078,237	1,073,850	1,083,917	1,190,291	1,236,837	150,747	1,308,070	1,294,776	10,500	1,318,570	(17,345)	-1.3%
C: OTHER FINANCING SOURCES (USES)												
4725 Tax Levy to 2014A Road Bond	(305,000)	(310,000)	(260,000)	(260,000)	(260,000)	0	(275,000)	(275,000)	0	(275,000)	0	0.0%
4726 Tax Levy to 2017B Road Bond	0	0	0	0	(390,000)	0	(390,000)	(390,000)	0	(390,000)	0	0.0%
4898 Tax Levy to Dwtwn Imp Tmp Bonds	0	0	(28,000)	(28,000)	(30,000)	0	(37,000)	(37,000)	0	(37,000)	0	0.0%
4899 Tax Levy to Dwtwn Imp PFA Loans	0	0	(70,000)	(70,000)	(70,000)	0	(70,000)	(70,000)	0	(70,000)	0	0.0%
4050 Tax Levy to Fire Hall Debt Service Fund	(57,356)	(57,933)	(49,893)	(49,833)	(49,784)	0	(49,624)	(49,624)	0	(49,624)	0	0.0%
6920 Oper trf to Bldg & Land Fund - Budgeted	(6,000)	(6,000)	(6,000)	(6,000)	(6,000)	0	(6,000)	(6,000)	0	(6,000)	0	0.0%
6920 Oper trf to Bldg & Land Fund - UnBudgeted	0	(20,000)	(25,000)	(25,000)	0	0	0	0	0	0	0	0.0%
6921 Oper trf to Street Imp -UnBudgeted	0	(43,500)	(230,000)	(100,000)	0	0	0	0	0	0	0	0.0%
6925 Oper trf to Street Imp -Budgeted	(200,000)	(200,000)	(200,000)	(375,000)	(70,000)	0	(120,500)	(120,500)	0	(120,500)	0	0.0%
6928 Oper Trf from(to) Special Reserve Fund	(294)	(5,000)	(3,000)	(9,500)	(5,000)	0	(100)	(100)	0	(100)	0	0.0%
6932 Oper Trf to Stormwater Fund	(3,500)	(3,500)	(3,500)	(3,500)	(3,500)	0	(3,500)	(3,500)	0	(3,500)	0	0.0%
6933 Oper Trf to Vehicle Fund	(2,500)	(2,500)	(2,500)	(2,500)	(2,500)	0	(2,500)	(2,500)	0	(2,500)	0	0.0%
6935 Oper Trf to Comprehensive Plan	(2,000)	(2,000)	(3,000)	(4,000)	(4,000)	0	(4,000)	(4,000)	0	(4,000)	0	0.0%
6936 Oper Trf to Flood Mitigation & Control	(5,500)	(5,500)	(5,500)	(5,500)	(5,500)	0	(5,500)	(5,500)	0	(5,500)	0	0.0%
6937 Oper Trf to DNR Grant Match	(95,000)	(95,000)	(95,000)	(95,000)	(95,000)	0	(95,000)	(95,000)	0	(95,000)	0	0.0%
6934 Oper trf to Codification (Spec Act Fd)	(100)	(100)	(100)	(100)	(100)	0	(500)	(500)	0	(500)	0	0.0%
4843 Oper Trf to MN Unemployment Claims	(3,000)	(3,000)	(1,000)	(1,000)	(1,000)	0	(1,000)	(1,000)	0	(1,000)	0	0.0%
4847 Oper Trf to Election Expense Fund	(5,500)	(5,500)	(5,500)	(5,500)	(5,500)	0	(5,500)	(5,500)	0	(5,500)	0	0.0%
6910 City Council Contingency Fund	0	0	0	(10,000)	0	0	0	0	0	0	0	0.0%
4842 Oper Trf to Audit and Legal Reserve	(100)	(100)	(1,000)	(1,000)	(1,000)	0	(100)	(100)	0	(100)	0	0.0%
4844 Oper Trf to Parks Capital Repairs/Trail & Ped Bridge	(5,500)	(5,500)	(5,500)	(5,500)	(5,500)	0	(5,500)	(5,500)	0	(5,500)	0	0.0%
4022 Oper Trf to Afton Septic System - City Bldgs	(15,000)	(15,000)	(15,000)	(15,000)	(15,000)	0	(15,000)	(15,000)	0	(15,000)	0	0.0%
4818 Oper Trf to Spec Act Fd re High Speed Internet	0	(8,000)	(75,000)	(50,000)	0	0	0	0	0	0	0	0.0%
4846 Oper Trf to Sidewalk	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	0	(500)	(500)	0	(500)	0	0.0%
4017 Oper Trf to Bridge Replacement Fund	0	0	0	0	(49,671)	0	(50,000)	(50,000)	0	(50,000)	0	0.0%
6954 Oper Trf to 807 Tmp Bond Debt Fund	0	0	0	0	(15,000)	0	0	0	0	0	0	0.0%
6929 Trf (to)/from Special Activities Fund (Various)	0	(15,000)	(10,000)	(25,000)	(15,000)	0	0	0	0	0	0	0.0%
TOTAL OTH FINANCING/TRANSFERS	(708,350)	(805,133)	(1,096,493)	(1,148,933)	(1,101,055)	0	(1,136,824)	(1,136,824)	0	(1,136,824)	0	0.0%
REVENUES OVER (UNDER) EXPENDITURES	37,193	26,010	895	4,594	3,534	(111,483)	45,674	\$0	\$4,500	50,174	\$50,174	
Fund Balance - Beginning of Period	264,114	301,307	327,317	328,212	332,805		\$336,339					
Fund Balance - End of Period	301,307	327,317	328,212	332,805	336,339		\$382,013					

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City of Afton
Summary of Special Activities and MN Investment Funds
YTD 12/31/19

	Balance 12/31/2013	Balance 12/31/2014	Balance 12/31/2015	Balance 12/31/2016	Balance 12/31/2017	Balance 12/31/2018	Receipts	Disbursements	Transfers	Balance 12/31/2019
#550 Special Activities Fund - General										
A. Interest (unallocated)	3,848.46	3,871.67	3,930.92	4,394.61	6,100.51	12,372.80	7,585.34			19,958.14
B2. 4th of July Reserve	0.00	0.00	0.00	0.00	0.00	0.00				0.00
B3. City Council Contingency Reserve	13,452.60	10,975.00	9,775.00	4,768.56	10,229.76	853.12	6,592.75	4,822.89		2,622.98
B4. Community Garden	(87.88)	(87.88)	(0.00)	(0.00)	(0.00)	(0.00)				(0.00)
B4. MN Historic Preservation Design Guidelines	0.00	0.00	8,000.00	(225.00)	(225.00)	(225.00)	10,000.00			9,775.00
B5. Afton Residents for Preservation & Conservation	0.00	0.00	0.00	0.00	1,500.00	1,500.00				1,500.00
C1. Codification	3,650.20	3,750.20	3,850.20	3,950.20	4,050.20	4,150.20	500.00			4,650.20
C2. Comprehensive Plan	7,673.28	8,155.36	1,947.36	4,947.36	18,947.36	17,898.61	4,000.00	1,466.00		20,432.61
D1. Flood Control (Acct 7836)	8,445.20	5,063.99	17,004.27	22,304.27	27,804.27	33,304.27	5,500.00	13,321.91		25,482.36
D2. Storm Water Control	17,933.70	21,433.70	24,933.70	28,433.70	31,933.70	37,433.70	3,500.00			40,933.70
D3. Snow & Ice Reserve	0.00	0.00	15,000.00	15,000.00	30,000.00	30,000.00				30,000.00
D6. TAG Wastewater Comm Assessmnt (Acct 7833)	(15,982.34)	(15,982.34)	0.00	0.00	0.00	0.00				0.00
E. Charitable Gaming Fund	0.00	0.00	0.00	84.47	495.80	746.17	166.83			913.00
F. Applicant Pass-Thru Expenses	0.00	0.00	0.00	0.00	0.00	0.00				0.00
G. TIF Dist No. 1 (Afton Market Square)	849.01	849.01	0.00	0.00	0.00	0.00				0.00
I. City Vehicles	1,648.96	4,148.96	6,648.96	9,148.96	9,214.39	10,395.39	6,409.75	9,900.00		6,905.14
K. Audit/Legal Reserve	38,336.57	38,436.57	38,536.57	39,536.57	40,536.57	35,719.38	100.00			35,819.38
L. MN UI Claims, Severance & Oth PTO	20,788.53	23,788.53	26,788.53	27,788.53	28,788.53	29,788.53	1,000.00			30,788.53
M. Parks Capital, Pedestrian Bike Trail & Bridge	10,959.94	16,459.94	21,959.94	27,459.94	27,959.94	33,459.94	5,500.00			38,959.94
N. Election Expense	6,402.20	5,780.27	11,159.33	9,452.67	13,402.67	5,311.65	5,500.00	1,567.31		9,244.34
O. Sidewalk	8,000.00	10,000.00	12,000.00	14,000.00	16,000.00	18,000.00	500.00			18,500.00
P. High Speed Internet	0.00	0.00	0.00	0.00	124,850.00	124,850.00	150.00	125,000.00		0.00
Total #550 Special Activities Fund - General	125,918.43	136,642.98	201,534.78	211,044.84	391,588.70	395,558.76	57,004.67	156,078.11	0.00	296,485.32
#560 Special Activities Fund - Other										
A. State Fire Aid (Pass-Thru)	0.00	0.00	0.00	0.00	0.00	0.00	50,818.75	50,818.75		0.00
B. Community Communications	23,978.90	18,378.87	24,889.73	13,549.11	12,083.74	(0.00)	11,561.00	11,309.61		251.39
C. Interest (Unallocated)	0.00	0.00	0.00	0.00	0.00	2.13	55.99			58.12
Total #550 Special Activities Fund	23,978.90	18,378.87	24,889.73	13,549.11	12,083.74	2.13	62,435.74	62,128.36	0.00	309.51
#600 MN Investment Fund										
4886/8986 Chandler Exhibits	100,985.08	104,361.13	104,409.10	104,635.25	105,377.87	107,167.55	2,157.80		0.00	109,325.35
Total #600 MN Investment Fund	100,985.08	104,361.13	104,409.10	104,635.25	105,377.87	107,167.55	2,157.80	0.00	0.00	109,325.35

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City of Afton
#550 General Special Activities Fund - Detail by Account
January through December 2019

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
4817 · MN Hist Pres Design Guidelines							
Depo...	08/26/2019	331386		MN Historical Society: G-MHCG-1904-23226 Legacy Grant		10,000.00	10,000.00
Total 4817 · MN Hist Pres Design Guidelines					0.00	10,000.00	10,000.00
4818 · Levy City Share HSpeed Internet							
Gene...	10/31/2019	HS Internet	550 Special Activities Fd - General:B. Cable Comm/J...	Trf \$150 fr City Council Contingency to cover HS Internet Exp		150.00	150.00
Bill	10/31/2019	A-N090470	Century Link Asset Accounting - BART	Total Job Costs \$598,948.51. City cost reimburseable to Century Link is \$125,000.00	125,000.00		(124,850.00)
Total 4818 · Levy City Share HSpeed Internet					125,000.00	150.00	(124,850.00)
4842 · Oper Trf Audit/Legal Reserve							
Depo...	06/30/2019			Audit and Legal		100.00	100.00
Depo...	11/30/2019			Audit and Legal	0.00		100.00
Total 4842 · Oper Trf Audit/Legal Reserve					0.00	100.00	100.00
4843 · Oper Trf - MN Unemploy Claims							
Depo...	06/30/2019			MN Unemployment Claims		500.00	500.00
Depo...	11/30/2019			MN Unemployment Claims		500.00	1,000.00
Total 4843 · Oper Trf - MN Unemploy Claims					0.00	1,000.00	1,000.00
4844 · Oper Trf - Pedestrian Bike Trai							
Depo...	06/30/2019			Parks Capital		2,750.00	2,750.00
Depo...	11/30/2019			Parks Capital		2,750.00	5,500.00
Total 4844 · Oper Trf - Pedestrian Bike Trai					0.00	5,500.00	5,500.00
4846 · Oper Trf in - Sidewalk							
Depo...	06/30/2019			Sidewalk		250.00	250.00
Depo...	11/30/2019			Sidewalk		250.00	500.00
Total 4846 · Oper Trf in - Sidewalk					0.00	500.00	500.00
4847 · Oper Trf In - Election Levy							
Depo...	06/30/2019			Elections		2,750.00	2,750.00
Depo...	11/30/2019			Elections		2,750.00	5,500.00
Total 4847 · Oper Trf In - Election Levy					0.00	5,500.00	5,500.00
4914 · Special Activity - Interest							
Gene...	01/31/2019	interest		Interest Income		723.48	723.48
Gene...	02/28/2019	interest		Interest Income		652.10	1,375.58
Gene...	03/31/2019	interest		Interest Income		721.77	2,097.35
Gene...	04/30/2019	interest		Interest Income		713.85	2,811.20
Gene...	05/31/2019	interest		Interest Income		723.62	3,534.82
Gene...	06/30/2019	interest		Interest Income		692.03	4,226.85
Gene...	07/31/2019	interest		Interest Income		707.40	4,934.25
Gene...	08/31/2019	interest		Interest Income		679.02	5,613.27
Gene...	09/30/2019	interest		Interest Income		634.46	6,247.73
Gene...	10/31/2019	interest		Interest Income		604.55	6,852.28
Gene...	11/30/2019	interest		Interest Income		376.86	7,229.14
Gene...	12/31/2019	interest		Interest Income		356.20	7,585.34
Total 4914 · Special Activity - Interest					0.00	7,585.34	7,585.34
4950 · 10% Charitable Gaming Tax							
Depo...	07/02/2019	12850		Merrick May 2019: Lumberyard Pub		28.00	28.00
Depo...	09/10/2019	12977		Merrick Char Gaming July 2019: Lumberyard Pub		90.07	118.07
Depo...	10/31/2019	13128		Merrick: Sept 2019 Charitable Gaming Lumberyard Pub		48.76	166.83
Total 4950 · 10% Charitable Gaming Tax					0.00	166.83	166.83
6932 · Oper Trf - Stormwater Run-off							
Depo...	06/30/2019			Stormwater		1,750.00	1,750.00
Depo...	11/30/2019			Stormwater		1,750.00	3,500.00

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City of Afton
#550 General Special Activities Fund - Detail by Account
January through December 2019

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
Total 6932 · Oper Trf - Stormwater Run-off					0.00	3,500.00	3,500.00
6933 · Oper Trf - City Vehicles							
Depo...	05/28/2019	13129		Houghton's Auction Service: Sale of Flood Pump Total \$7,819.50		3,909.75	3,909.75
Depo...	06/30/2019			City Vehicles		1,250.00	5,159.75
Depo...	11/30/2019			City Vehicles		1,250.00	6,409.75
Total 6933 · Oper Trf - City Vehicles					0.00	6,409.75	6,409.75
6934 · Oper Trf - Codification							
Depo...	06/30/2019			Codification		250.00	250.00
Depo...	11/30/2019			Codification		250.00	500.00
Total 6934 · Oper Trf - Codification					0.00	500.00	500.00
6935 · Oper Trf - Comprehensive Plan							
Depo...	06/30/2019			Comp Plan		2,000.00	2,000.00
Depo...	11/30/2019			Comp Plan		2,000.00	4,000.00
Total 6935 · Oper Trf - Comprehensive Plan					0.00	4,000.00	4,000.00
6936 · Oper Trf - Flood Control							
Depo...	06/30/2019			Flood Control		2,750.00	2,750.00
Depo...	11/30/2019			Flood Control		2,750.00	5,500.00
Total 6936 · Oper Trf - Flood Control					0.00	5,500.00	5,500.00
5978 · City Vehicle - JD Z950M ZTrak							
Bill	05/31/2019	06264430 05092019	Frontier Ag & Turf (Hastings)	John Deere Z950M ZTrak w Z-Glide Front Suspension Kit	9,900.00		(9,900.00)
Total 5978 · City Vehicle - JD Z950M ZTrak					9,900.00	0.00	(9,900.00)
6347 · Elections Expense							
Payc...	01/14/2019	23040	Arco, Laurie		35.00		(35.00)
Payc...	01/14/2019	23040	Arco, Laurie		4.90		(39.90)
Gene...	01/14/2019	Wages	100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Ben...	2018 Accrual: Laurie Arco		35.00	(4.90)
Bill	01/31/2019	151940	Wash Cty (Elections)	2019 Automark Exit Maint Fees	1,550.00		(1,554.90)
Gene...	07/15/2019	PRExpReimb		Julie Yoho: Election expense	12.41		(1,567.31)
Total 6347 · Elections Expense					1,602.31	35.00	(1,567.31)
6356 · Comp Plan Expenses							
Bill	02/28/2019	6	WSB (SWMP Updates)	SWMP update R-011680-000	838.00		(838.00)
Bill	06/30/2019	7	WSB (SWMP Updates)	SWMP update R-011680-000	545.00		(1,383.00)
Bill	11/30/2019	10	WSB (City Engineer)	Comp Plan	83.00		(1,466.00)
Total 6356 · Comp Plan Expenses					1,466.00	0.00	(1,466.00)
6366 · City Council Contingency Exp							
Bill	02/27/2019	AcctRFPa	Niedzwiecki, Thomas H.	Assistance re. Acct RFP including prep and attendance at interviews	400.00		(400.00)
Depo...	02/28/2019	10016548		LMCIT: Claim 68150 Lightning damage less \$250 deductible		4,183.00	3,783.00
Bill	04/30/2019	60992	Minuteman Press	Street Banners (grand opening re. projects)	1,268.50		2,514.50
Bill	04/30/2019	2019 Contribution	Youth Service Bureau	YSB Services - 2019	1,500.00		1,014.50
Depo...	05/28/2019	13129		Houghton's Auction Service: Sale of Flood Pump Total \$7,819.50		3,909.75	4,924.25
Depo...	07/31/2019	177420		LMC City of Excellence Award		1,000.00	5,924.25
Bill	08/21/2019	LMC Awards 2019	Stan Ross {DD} Reimb Exp	Stan Ross: Attendance at LMC Awards Dinner to accept City of Excellence Award for Afton	420.00		5,504.25
Gene...	08/31/2019	Lightning	550 Special Activities Fd - General:B. Cable Comm/J...	Reclass LMCIT: Claim 68150 Lightning damage less \$250 deductible	2,500.00		3,004.25
Gene...	10/31/2019	HS Internet	550 Special Activities Fd - General:B. Cable Comm/J...	Trf \$150 fr City Council Contingency to cover HS Internet Exp	150.00		2,854.25
Bill	11/30/2019	64729	Minuteman Press	28 Street Banners 20 x 39 double sided per Stan Ross Job 124845	1,084.39		1,769.86
Total 6366 · City Council Contingency Exp					7,322.89	9,092.75	1,769.86
7800 · Flood, Storm Wtr & Snow Ice							
7836 · Flood & Storm Wtr Exp - Gen'l							
Bill	03/31/2019	601	Tri-County Services (Streets, Other)	Dig out pumps old shop move to shop. install new battery for pump getting sold	955.00		(955.00)
Bill	03/31/2019	600	Tri-County Services (Streets, Other)	install flood gate	650.00		(1,605.00)
Bill	04/17/2019	3000807983	Centerpoint Energy	15995 Upper 34th St S: install service and meter	0.00		(1,605.00)
Bill	04/17/2019	3000807983	Centerpoint Energy	15995 Upper 34th St S: out of season charge	0.00		(1,605.00)

City of Afton
#550 General Special Activities Fund - Detail by Account
 January through December 2019

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
Bill	04/17/2019	3000807983	Centerpoint Energy	15995 Upper 34th St S: Vac Truck frost burner charge	0.00		(1,605.00)
Bill	04/17/2019	96769	Menards - Hudson	toughstuff brackets and tightmesh	68.91		(1,673.91)
Bill	04/30/2019	inv00006	Hi Tower Imagery	Drone footage of flood prevention system	300.00		(1,973.91)
Bill	04/30/2019	2	Hi Tower Imagery	Pictures & video of levee from the effects of winter flooding	150.00		(2,123.91)
Bill	07/31/2019	6	WSB (City Engineer)	2019 Flood	166.00		(2,289.91)
Bill	09/30/2019	8	WSB (City Engineer)	2019 Flood	1,232.00		(3,521.91)
Bill	10/31/2019	Black Dirt	Nininger Dirt & Grading	17 loads of black dirt @\$250: For Levee (Flood related)	4,250.00		(7,771.91)
Bill	11/30/2019	721	Tri-County Services (Streets, Other)	Grade low spots	3,500.00		(11,271.91)
Bill	11/30/2019	721	Tri-County Services (Streets, Other)	Clean up debris from high water	2,050.00		(13,321.91)
Total 7836 · Flood & Storm Wtr Exp - Gen'l					13,321.91	0.00	(13,321.91)
Total 7800 · Flood, Storm Wtr & Snow Ice					13,321.91	0.00	(13,321.91)
TOTAL					158,613.11	59,539.67	(99,073.44)

City of Afton
#560 Other Special Activities Fund - Detail by Account
January through December 2019

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
4815 · Cable Comm Dist - Year End							
Depo...	04/17/2019	2036		Cable Commission: 2018 Year End Distribution		11,561.00	11,561.00
Total 4815 · Cable Comm Dist - Year End					0.00	11,561.00	11,561.00
4920 · Special Act Other - Interest							
Gene...	05/31/2019	Interest		Interest Income		5.64	5.64
Gene...	06/30/2019	Interest		Interest Income		17.14	22.78
Gene...	07/31/2019	Interest		Interest Income		16.60	39.38
Gene...	08/31/2019	Interest		Interest Income		10.82	50.20
Gene...	09/30/2019	Interest		Interest Income		3.52	53.72
Gene...	10/31/2019	Interest		Interest Income		1.66	55.38
Gene...	11/30/2019	Interest		Interest Income		0.30	55.68
Gene...	12/31/2019	Interest		Interest Income		0.31	55.99
Total 4920 · Special Act Other - Interest					0.00	55.99	55.99
4940 · State Fire Aid Received							
Depo...	03/14/2019	6708773		St of MN: Firefighters Relief Assoc 2019		1,000.00	1,000.00
Depo...	09/30/2019	7292968		St of MN: Firefighters Relief Assoc 2019		40,453.69	41,453.69
Depo...	09/30/2019	7292967		St of MN: Firefighters Relief Assoc 2019 Supplemental		9,365.06	50,818.75
Total 4940 · State Fire Aid Received					0.00	50,818.75	50,818.75
5440 · State Fire Aid Paid							
Bill	03/31/2019	StateFireAid219SBR	LSCV Fire Relief Assn (State Aid)	2019 State Fire Aid Supplemental	1,000.00		(1,000.00)
Bill	09/30/2019	2019StateAid	LSCV Fire Relief Assn (State Aid)	2019 State Fire Aid	49,818.75		(50,818.75)
Total 5440 · State Fire Aid Paid					50,818.75	0.00	(50,818.75)
5561 · Communications							
Bill	03/31/2019	45370	CDI (Cities Digital)	Laserfiche Avante software	1,474.75		(1,474.75)
Bill	05/29/2019	AV Stack Parts	Stan Ross {DD} Reimb Exp	Parts to rebuild AV Stack	139.69		(1,614.44)
Bill	05/31/2019	Banners 4/28/19	Natural Imagery	Banners (2 Seasons) Project Fee (ordered by Stan Ross)	500.00		(2,114.44)
Bill	07/17/2019	45754	Z Systems	New Council Chambers Equipment: Cameras, Workstation, Installation, Cables, Mounting Equip	6,889.92		(9,004.36)
Bill	08/31/2019	46612	CDI (Cities Digital)	Laserfiche Annual Support: 11/13/19 to 11/13/20	950.00		(9,954.36)
Gene...	08/31/2019	Lightning	550 Special Activities Fd - General:B. Cable Comm/J...	Reclass LMCIT: Claim 68150 Lightning damage less \$250 deductible		500.00	(9,454.36)
Bill	09/30/2019	Reimb Vimeo 2019	Richard Glasgow {DD} Reimb Exp	Reimburse for Vimeo service (used to stream meetings on City website)	199.00		(9,653.36)
Bill	09/30/2019	2391	StarTech Computing, Inc	MS office issues, printer issues, Surface issues, create wireless networks, other specific Counc...	1,656.25		(11,309.61)
Total 5561 · Communications					11,809.61	500.00	(11,309.61)
TOTAL					62,628.36	62,935.74	307.38

01/15/20

City of Afton
#115 Bldg & Land Fund - Detail by Account
 January through December 2019

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
4012 · Bldg & Land Curr Tax Levy							
Depo...	06/30/2019			Bldg & Land Capital		3,000.00	3,000.00
Depo...	11/30/2019			Bldg & Land Capital		3,000.00	6,000.00
Total 4012 · Bldg & Land Curr Tax Levy					0.00	6,000.00	6,000.00
4906 · Bldg & Land Interest Earnings							
Gene...	01/31/2019	interest		Interest Income		20.25	20.25
Gene...	02/28/2019	interest		Interest Income		18.30	38.55
Gene...	03/31/2019	interest		Interest Income		20.04	58.59
Gene...	04/30/2019	interest		Interest Income		19.42	78.01
Gene...	05/31/2019	interest		Interest Income		19.83	97.84
Gene...	06/30/2019	interest		Interest Income		18.90	116.74
Gene...	07/31/2019	interest		Interest Income		19.30	136.04
Gene...	08/31/2019	interest		Interest Income		22.42	158.46
Gene...	09/30/2019	interest		Interest Income		20.13	178.59
Gene...	10/31/2019	interest		Interest Income		17.71	196.30
Gene...	11/30/2019	interest		Interest Income		13.97	210.27
Gene...	12/31/2019	interest		Interest Income		14.96	225.23
Total 4906 · Bldg & Land Interest Earnings					0.00	225.23	225.23
6003 · City Hall Improvements							
Bill	08/31/2019	MessageBoard	Stan Ross {DD} Reimb Exp	Stan Ross: New Message Board at City Hall	779.05		(779.05)
Bill	10/31/2019	20923	Prairie Restorations, Inc	Plantings (Variety)	332.26		(1,111.31)
Bill	10/31/2019	PollinatorPro...	Jensen, Grant (Reimb Exp)	Reimb Exp re. City Hall Pollinator planting project	387.04		(1,498.35)
Bill	12/31/2019	City Hall Imp	Kerschbaum Renovation	City Hall Improvements: Paint, wash, shutters, vent, stain	4,870.00		(6,368.35)
Total 6003 · City Hall Improvements					6,368.35	0.00	(6,368.35)
6004 · Bldg Repair & Maintenance							
Bill	05/31/2019	6524	Ray Anderson & Sons	Dumpster 1675 Stage Coach Trl (old garage)	150.00		(150.00)
Bill	05/31/2019	6525	Ray Anderson & Sons	Dumpster 1675 Stage Coach Trl (old garage)	150.00		(300.00)
Bill	09/30/2019	fe26002	Freeway Electric, Inc	Relocate flag pole light and power to bulletin board	627.50		(927.50)
Bill	09/30/2019	21653	Minnesota Native Landscapes	Bee Lawn mix seed MNLAF1901	349.51		(1,277.01)
Bill	09/30/2019	2019-1001	Native Sun Seeds and Plants, LLC	Various plants, mostly goldenrod	65.00		(1,342.01)
Total 6004 · Bldg Repair & Maintenance					1,342.01	0.00	(1,342.01)
TOTAL					7,710.36	6,225.23	(1,485.13)

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City of Afton
410 Sanitary Sewer Utility Operations - LTD Summary
 January 2014 through December 2019

	Jan - Dec 14	Jan - Dec 15	Jan - Dec 16	Jan - Dec 17	Jan - Dec 18	Jan - Dec 19	TOTAL
410 Sanitary Sewer Utility							
A. Rev							
4022 Sanitary Sewer - Levy	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	90,000.00
4023 Sanitary Sewer Oper - Fees	0.00	0.00	0.00	0.00	29,850.00	40,700.00	70,550.00
4919 Sanitary Sewer Interest	0.00	0.00	0.00	0.00	12.88	952.89	965.77
Total A. Rev	15,000.00	15,000.00	15,000.00	15,000.00	44,862.88	56,652.89	161,515.77
B. Exp							
6060 Sanitary Sewer Oper - Exp							
6062 Oth Contract Services	0.00	0.00	0.00	0.00	(781.75)	(7,699.53)	(8,481.28)
6065 Oper & Mgmt Fees	0.00	0.00	0.00	(1,508.33)	(20,508.65)	(19,136.27)	(41,153.25)
6066 Chemicals & Lab Fees	0.00	0.00	0.00	0.00	(10,582.28)	(11,437.42)	(22,019.70)
6068 Electric - Lift Stations	0.00	0.00	0.00	0.00	(15,004.05)	(19,009.18)	(34,013.23)
6069 Insurance - Sanitary Sewer	0.00	0.00	0.00	0.00	0.00	(5,291.00)	(5,291.00)
6060 Sanitary Sewer Oper - Exp - Other	0.00	0.00	0.00	(745.19)	0.00	0.00	(745.19)
Total 6060 Sanitary Sewer Oper - Exp	0.00	0.00	0.00	(2,253.52)	(46,876.73)	(62,573.40)	(111,703.65)
6083 Sanitary Sewer Spec Assessments	0.00	0.00	0.00	0.00	(2,589.77)	(2,155.93)	(4,745.70)
Total B. Exp	0.00	0.00	0.00	(2,253.52)	(49,466.50)	(64,729.33)	(116,449.35)
Total 410 Sanitary Sewer Utility	15,000.00	15,000.00	15,000.00	12,746.48	(4,603.62)	(8,076.44)	45,066.42
TOTAL	15,000.00	15,000.00	15,000.00	12,746.48	(4,603.62)	(8,076.44)	45,066.42

City of Afton
410 Sanitary Sewer Fund - Detail by Account
 January through December 2019

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
4022 - Levy Sanitary Sewer Oper							
Depo...	06/30/2019		Septic System City Bldg			7,500.00	7,500.00
Depo...	11/30/2019		Septic System City Bldg			7,500.00	15,000.00
Total 4022 - Levy Sanitary Sewer Oper					0.00	15,000.00	15,000.00
4023 - Fees Sanitary Sewer Oper							
Depo...	01/22/2019	44198	Afton St Croix			1,750.00	1,750.00
Depo...	01/22/2019	995122	John Thompson and Diane Benike			50.00	1,800.00
Depo...	01/22/2019	18299	Roger Larson			250.00	2,050.00
Depo...	01/22/2019	5600	Scott Anderson			50.00	2,100.00
Depo...	01/22/2019	2690	Elaine Mucciacciaro			150.00	2,250.00
Depo...	01/22/2019	5659	Jessica Mulle			100.00	2,350.00
Depo...	01/22/2019	1347	Lone Star on St Croix LLC			200.00	2,550.00
Depo...	01/22/2019	5448	Calla Lili: David and Kathleen Feehan-Schmidt			250.00	2,800.00
Depo...	01/22/2019	2654	Elaine Mucciacciaro			50.00	2,850.00
Depo...	02/28/2019	10411	George and Kathine Weed			600.00	3,450.00
Depo...	02/28/2019	5604	Scott Anderson			50.00	3,500.00
Depo...	02/28/2019	6596	Bill Palmquist			50.00	3,550.00
Depo...	02/28/2019	5673	Jessica Mulle			100.00	3,650.00
Depo...	02/28/2019	995123	John Thompson and Diane Benike			50.00	3,700.00
Depo...	02/28/2019	5602	Scott Anderson			50.00	3,750.00
Depo...	02/28/2019	6590	Bill Palmquist			50.00	3,800.00
Depo...	02/28/2019	3731	Paul Nickerson			600.00	4,400.00
Depo...	02/28/2019	5452	Kathleen and David Feehan-Schmidt			250.00	4,650.00
Depo...	02/28/2019	44225	Afton St Croix			1,750.00	6,400.00
Depo...	02/28/2019	1352	Lone Star on St Croix			200.00	6,600.00
Depo...	02/28/2019	18302	Roger Larson			50.00	6,650.00
Depo...	02/28/2019	1356	Lone Star on St Croix			200.00	6,850.00
Depo...	02/28/2019	5456	Kathleen and David Feehan-Schmidt			250.00	7,100.00
Depo...	02/28/2019	18306	Roger Larson			50.00	7,150.00
Depo...	03/25/2019	5639	Jessica Mulle			100.00	7,250.00
Depo...	03/25/2019	6601	Bill Palmquist			50.00	7,300.00
Depo...	03/25/2019	2695	Elaine Mucciacciaro			100.00	7,400.00
Depo...	03/25/2019	5461	Kathleen and David Feehan Schmidt			250.00	7,650.00
Depo...	03/25/2019	6158	Kevin Shosten			50.00	7,700.00
Depo...	03/25/2019	44266	Afton St Croix			1,750.00	9,450.00
Depo...	03/25/2019	995124	John Thompson and Diane Benike			50.00	9,500.00
Depo...	03/25/2019	3609	Thorn Butler			100.00	9,600.00
Depo...	03/25/2019	5605	Scott Anderson			50.00	9,650.00
Depo...	04/17/2019	3548	Paul and Rebecca Nickerson			900.00	10,550.00
Depo...	04/17/2019	995126	John Thompson and Diane Benike			50.00	10,600.00
Depo...	04/17/2019	3614	Thorn Butler			100.00	10,700.00
Depo...	04/17/2019	6604	Bill Palmquist			50.00	10,750.00
Depo...	04/17/2019	44337	Afton St Croix			1,750.00	12,500.00
Depo...	04/17/2019	5622	Scott Anderson			50.00	12,550.00
Depo...	04/17/2019	18309	Roger Larson			50.00	12,600.00
Depo...	04/17/2019	1360	Lone Star on St Croix			200.00	12,800.00
Gene...	04/22/2019	Petty Cash	Petty Cash Activity 01/16/19 thru 04/22/19			350.00	13,150.00
Depo...	04/23/2019	5466	Kathleen and David Feehan-Schmidt			250.00	13,400.00
Depo...	04/30/2019	44387	Afton St Croix Co			1,750.00	15,150.00
Depo...	04/30/2019	18314	Roger Larson			50.00	15,200.00
Depo...	04/30/2019	5651	Jessica Mulle			100.00	15,300.00
Depo...	04/30/2019	1363	Lone Star on St Croix			200.00	15,500.00
Depo...	04/30/2019	2699	Elaine Mucciacciaro			50.00	15,550.00
Depo...	05/28/2019	1365	Lone Star on St Croix			200.00	15,750.00
Depo...	05/28/2019	11879	Louis and Linda Tilton			35.00	15,785.00
Depo...	05/28/2019	12130	Hubert and Helen Schneider			35.00	15,820.00
Depo...	05/28/2019	995128	John Thompson and Diane Benike			50.00	15,870.00
Depo...	05/28/2019	6615	Bill Palmquist			50.00	15,920.00
Depo...	05/28/2019	13809	Donald and Vicki Bulger			35.00	15,955.00
Depo...	05/28/2019	2100	Kristin Durkopp			35.00	15,990.00
Depo...	05/28/2019	2704	Elaine Mucciacciaro			50.00	16,040.00
Depo...	05/28/2019	5618	Mary McLarin and Julie Marcus			35.00	16,075.00
Depo...	05/28/2019	5188	Ronald Raedeke and Susan Loomis			35.00	16,110.00

City of Afton
410 Sanitary Sewer Fund - Detail by Account
 January through December 2019

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
Depo...	06/17/2019	6712		Thomas and Kathryn Gasser		35.00	16,145.00
Depo...	06/17/2019	5475		Kathleen and David Feehan-Schmidt		250.00	16,395.00
Depo...	06/17/2019	10328		Matt and Kristy Cooper		35.00	16,430.00
Depo...	06/17/2019	2110		Kristin Durkopp		35.00	16,465.00
Depo...	06/17/2019	2708		Elaine Mucciaacciaro		150.00	16,615.00
Depo...	06/17/2019	995129		John Thompson and Diane Beniki		50.00	16,665.00
Depo...	06/17/2019	5150		Brad and Michelle Holz		35.00	16,700.00
Depo...	06/17/2019	3496		Paul and Rebecca Nickerson		600.00	17,300.00
Depo...	06/17/2019	6624		Bill Palmquist		50.00	17,350.00
Depo...	06/17/2019	1115		Kevin and Kirsten Langstraat		70.00	17,420.00
Depo...	06/17/2019	12134		Hubert and Helen Schneider		35.00	17,455.00
Depo...	06/17/2019	5624		Mary McLaurin and Julie Marcus		35.00	17,490.00
Depo...	06/17/2019	3052		Marcia Dahleen		150.00	17,640.00
Depo...	06/17/2019	5609		Scott Anderson		50.00	17,690.00
Depo...	06/17/2019	5473		Kathleen and David Feehan-Schmidt		250.00	17,940.00
Depo...	06/17/2019	5615		Jessica Mulle		100.00	18,040.00
Depo...	06/17/2019	5146		Brad and Michelle Holz		35.00	18,075.00
Depo...	06/17/2019	10321		Matt and Kristy Cooper		35.00	18,110.00
Depo...	06/17/2019	44440		Afton St Croix Co		1,750.00	19,860.00
Depo...	06/17/2019	18318		Roger Larson		50.00	19,910.00
Depo...	07/02/2019	44516		Afton St Croix		1,750.00	21,660.00
Depo...	07/02/2019	5618		Jessica Mulle		100.00	21,760.00
Depo...	07/02/2019	5198		Ronald Raedeke and Susan Loomis		35.00	21,795.00
Depo...	07/02/2019	13863		Donald and Vicki Bulger		35.00	21,830.00
Depo...	07/09/2019	1368		Lone Star on St Croix		200.00	22,030.00
Depo...	07/09/2019	13895		Donald and Vicki Bulger		35.00	22,065.00
Depo...	07/09/2019	6634		Bill Palmquist		50.00	22,115.00
Depo...	07/09/2019	5625		Mary McLaurin and Julie Marcus		35.00	22,150.00
Depo...	07/09/2019	1121		Kevin and Kirsten Langstraat		35.00	22,185.00
Depo...	07/09/2019	3616		Thorn Butler		100.00	22,285.00
Depo...	07/09/2019	10306		Matt and Kristy Cooper		35.00	22,320.00
Depo...	07/31/2019	18322		Roger Larsen		50.00	22,370.00
Depo...	07/31/2019	2123		Kristin Durkopp		35.00	22,405.00
Depo...	07/31/2019	12139		Hubert and Helen Schneider		35.00	22,440.00
Depo...	07/31/2019	995130		John Thompson and Diane Benike		50.00	22,490.00
Depo...	07/31/2019	3503		Paul and Rebecca Nickerson		300.00	22,790.00
Depo...	07/31/2019	1373		Lone Star on the St Croix		200.00	22,990.00
Depo...	07/31/2019	5612		Scott Anderson		100.00	23,090.00
Depo...	07/31/2019	44583		Afton St Croix		1,750.00	24,840.00
Depo...	07/31/2019	11891		Louis and Linda Tilton		140.00	24,980.00
Depo...	07/31/2019	6732		Thomas and Kathryn Gasser		35.00	25,015.00
Depo...	07/31/2019	6728		Thomas and Kathryn Gasser		35.00	25,050.00
Depo...	08/26/2019	44673		Afton St Croix		1,750.00	26,800.00
Depo...	08/26/2019	3618		Thorn Butler		100.00	26,900.00
Depo...	08/26/2019	5481		Kathleen and David Feehan-Schmidt		250.00	27,150.00
Depo...	08/26/2019	5211		Ronald Raedeke and Susan Loomis		70.00	27,220.00
Depo...	08/26/2019	30279149		Matt and Kristy Cooper		35.00	27,255.00
Depo...	08/26/2019	2131		Kristin Durkopp		35.00	27,290.00
Depo...	08/26/2019	5735		Jessica Mulle		100.00	27,390.00
Depo...	08/26/2019	6639		Bill Palmquist		50.00	27,440.00
Depo...	08/26/2019	5629		Mary McLaurin and Julie Marcus		210.00	27,650.00
Depo...	08/26/2019	1376		Lone Star on St Croix		200.00	27,850.00
Depo...	08/26/2019	995131		John Thompson and Diane Benike		50.00	27,900.00
Depo...	08/26/2019	13933		Donald and Vicki Bulger		35.00	27,935.00
Depo...	08/26/2019	5478		Kathleen and David Feehan-Schmidt		250.00	28,185.00
Depo...	08/26/2019	18324		Roger Larson		50.00	28,235.00
Depo...	08/26/2019	5155		Brad and Michelle Holz		35.00	28,270.00
Depo...	08/26/2019	10084		Kevin Shosten		350.00	28,620.00
Depo...	08/26/2019	5615		Scott Anderson		50.00	28,670.00
Depo...	08/26/2019	1130		Kevin and Kirsten Langstraat		35.00	28,705.00
Depo...	09/10/2019	1384		Lone Star on St Croix		200.00	28,905.00
Depo...	09/10/2019	2135		Kristin Durkopp		35.00	28,940.00
Depo...	09/10/2019	18353		Roger Larson		50.00	28,990.00
Depo...	09/10/2019	5160		Michelle Holz		35.00	29,025.00
Depo...	09/10/2019	12150		Hubert and Helen Schneider		175.00	29,200.00

City of Afton
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 January through December 2019

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
Depo...	09/17/2019	995133		John Thompson and Diane Benike		50.00	29,250.00
Depo...	09/17/2019	3559		Paul and Rebecca Nickerson		600.00	29,850.00
Depo...	09/17/2019	34086862		Matt and Kristy Cooper		35.00	29,885.00
Depo...	09/17/2019	1134		Kevin and Kirsten Langstraat		35.00	29,920.00
Depo...	09/17/2019	13965		Donald and Vicki Bulger		35.00	29,955.00
Depo...	09/17/2019	3037		Marcia Dahleen		200.00	30,155.00
Gene...	10/08/2019	Petty Cash		Petty Cash Activity 04/8/19 thru 10/8/19		450.00	30,605.00
Depo...	10/10/2019	44723		Afton St Croix Co		1,750.00	32,355.00
Depo...	10/10/2019	5751		Jessica Mulle		200.00	32,555.00
Depo...	10/10/2019	6756		Thomas and Kathryn Gasser		35.00	32,590.00
Depo...	10/10/2019	6758		Thomas and Kathryn Gasser		35.00	32,625.00
Depo...	10/10/2019	5485		Kathleen and David Feehan Schmidt		250.00	32,875.00
Depo...	10/10/2019	2664		Elaine Mucciacciaro		250.00	33,125.00
Depo...	10/10/2019	6647		Bill Palmquist		50.00	33,175.00
Depo...	10/10/2019	6759		Thomas and Kathryn Gasser		35.00	33,210.00
Depo...	10/10/2019	5218		Ronald Raedeke		35.00	33,245.00
Depo...	10/10/2019	18355		Roger Larson		50.00	33,295.00
Depo...	10/10/2019	13997		Donald and Vicki Bulger		35.00	33,330.00
Depo...	10/10/2019	5170		Michelle Holz		35.00	33,365.00
Depo...	10/29/2019	5767		Jessica Mulle		100.00	33,465.00
Depo...	10/29/2019	11907		Louis and Linda Tilton		140.00	33,605.00
Depo...	10/29/2019	2151		Kristin Durkopp		35.00	33,640.00
Depo...	10/29/2019	1145		Kevin and Kirsten Langstraat		35.00	33,675.00
Depo...	10/29/2019	5009		Andrew Lutz		50.00	33,725.00
Depo...	10/29/2019	44809		Afton St Croix Co		1,750.00	35,475.00
Depo...	10/29/2019	6651		Bill Palmquist		50.00	35,525.00
Depo...	10/29/2019	38177602		Matt and Kristy Cooper		35.00	35,560.00
Depo...	10/29/2019	37983208		Memorial Lutheran Church		50.00	35,610.00
Depo...	10/29/2019	5617		Scott Anderson		100.00	35,710.00
Depo...	10/29/2019	995135		John Thompson and Diane Benike		50.00	35,760.00
Depo...	10/29/2019	5175		Brad and Michelle Holz		35.00	35,795.00
Depo...	10/31/2019	1389		Lone Star on St Croix		200.00	35,995.00
Depo...	10/31/2019	6766		Thomas and Kathryn Gasser		35.00	36,030.00
Depo...	10/31/2019	18360		Roger Larson		50.00	36,080.00
Depo...	11/18/2019	1152		Kevin and Kirsten Langstraat		35.00	36,115.00
Depo...	11/18/2019	3623		Butler		100.00	36,215.00
Depo...	11/18/2019	5230		Raedeke		70.00	36,285.00
Depo...	11/18/2019	42334861		Cooper		35.00	36,320.00
Depo...	11/18/2019	3041		Dahleen		100.00	36,420.00
Depo...	11/18/2019	1157		Korn		250.00	36,670.00
Depo...	11/18/2019	14028		Bulger		35.00	36,705.00
Depo...	11/18/2019	2159		Durkopp		35.00	36,740.00
Depo...	11/18/2019	1393		Lone Star		200.00	36,940.00
Depo...	11/18/2019	41720840		Memorial Lutheran Church		50.00	36,990.00
Depo...	11/18/2019	995136		Thompson		50.00	37,040.00
Depo...	11/18/2019	995001		Shosten		50.00	37,090.00
Depo...	11/18/2019	3561		Nickerson		600.00	37,690.00
Depo...	11/18/2019	6656		Palmquist		50.00	37,740.00
Depo...	11/30/2019	6781		Gasser		35.00	37,775.00
Depo...	11/30/2019	3002		Houts		100.00	37,875.00
Depo...	11/30/2019	5685		Mulle		100.00	37,975.00
Depo...	11/30/2019	5488		Cala Lili		500.00	38,475.00
Depo...	11/30/2019	44901		Afton St Croix		1,750.00	40,225.00
Depo...	11/30/2019	5010		Lutz		50.00	40,275.00
Depo...	12/17/2019	18363		Larson		50.00	40,325.00
Depo...	12/17/2019	5185		Holz		35.00	40,360.00
Depo...	12/17/2019	995002		Shosten		50.00	40,410.00
Depo...	12/17/2019	6660		Palmquist		50.00	40,460.00
Depo...	12/17/2019	45411301		Memorial Lutheran Church		50.00	40,510.00
Depo...	12/17/2019	995138		Thompson		50.00	40,560.00
Depo...	12/17/2019	14063		Bulger		35.00	40,595.00
Depo...	12/17/2019	7000		Langstraat		35.00	40,630.00
Depo...	12/17/2019	45894776		Cooper		35.00	40,665.00
Depo...	12/17/2019	2167		Durkopp		35.00	40,700.00

City of Afton
410 Sanitary Sewer Fund - Detail by Account
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Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
Total 4023 · Fees Sanitary Sewer Oper					0.00	40,700.00	40,700.00
4919 · Sanitary Sewer - Interest							
Gene...	01/31/2019			Interest Income		99.12	99.12
Gene...	02/28/2019			Interest Income		88.65	187.77
Gene...	03/31/2019			Interest Income		97.24	285.01
Gene...	04/30/2019			Interest Income		92.16	377.17
Gene...	05/31/2019			Interest Income		89.58	466.75
Gene...	06/30/2019			Interest Income		81.91	548.66
Gene...	07/31/2019			Interest Income		72.91	621.57
Gene...	08/31/2019			Interest Income		78.80	700.37
Gene...	09/30/2019			Interest Income		73.03	773.40
Gene...	10/31/2019			Interest Income		65.35	838.75
Gene...	11/30/2019			Interest Income		53.87	892.62
Gene...	12/31/2019			Interest Income		60.27	952.89
Total 4919 · Sanitary Sewer - Interest					0.00	952.89	952.89
6060 · Sanitary Sewer Expenses							
6062 · Other Contract Services							
Bill	03/31/2019	6062	Get Connected Tech	Quarterly Monitoring of Afton Sewage Site, 1st qtr 2019: 3 months @ \$65	195.00		(195.00)
Bill	06/26/2019	151080	Get Connected Tech	Quarterly Monitoring of Afton Sewage Site, 2nd qtr 2019: 3 months @ \$65	195.00		(390.00)
Bill	06/30/2019	102461	Petersen Mgmt (Lab Fees)	service call re generator	181.50		(571.50)
Bill	08/31/2019	151089	Get Connected Tech	Quarterly Monitoring of Afton Sewage Site, 3rd qtr 2019: 3 months @ \$65	195.00		(766.50)
Bill	09/30/2019	101544	Petersen Mgmt (Lab Fees)	Onsite labor by outside services	2,056.98		(2,823.48)
Bill	09/30/2019	103762	Petersen Mgmt (Lab Fees)	Lawn maintenance July and Aug 2019	530.27		(3,353.75)
Bill	10/31/2019	104198	Petersen Mgmt (Lab Fees)	Lawn maintenance Sept 2019	235.68		(3,589.43)
Bill	11/30/2019	104481	Petersen Mgmt (Other Services)	Lawn Maintenance Oct 2019	117.85		(3,707.28)
Bill	11/30/2019	19333	Top Notch Sewer & Drain Cleaning	Pump lift station, dispose, jet sewer line	2,210.25		(5,917.53)
Bill	12/31/2019	104983	Petersen Mgmt (Lab Fees)	Outside professional services	1,782.00		(7,699.53)
Total 6062 · Other Contract Services					7,699.53	0.00	(7,699.53)
6065 · Oper & Mgmt Fees							
Bill	01/31/2019	100019	Petersen Mgmt (Oper & Mgmt Fees)	Operations and management fees Jan2019	1,508.33		(1,508.33)
Bill	02/28/2019	100464	Petersen Mgmt (Oper & Mgmt Fees)	Operations and management fees Feb2019	1,508.33		(3,016.66)
Bill	02/28/2019	100678	Petersen Mgmt (Lab Fees)	2/13/19 service work on generator	608.81		(3,625.47)
Bill	03/31/2019	100849	Petersen Mgmt (Oper & Mgmt Fees)	Operations and management fees Mar2019	1,508.33		(5,133.80)
Bill	04/30/2019	101379	Petersen Mgmt (Oper & Mgmt Fees)	Operations and management fees Apr2019	1,508.33		(6,642.13)
Bill	05/21/2019	101703	Petersen Mgmt (Oper & Mgmt Fees)	Operations and management fees may2019	1,508.33		(8,150.46)
Bill	06/26/2019	102145	Petersen Mgmt (Oper & Mgmt Fees)	Operations and management fees Jun2019	1,508.33		(9,658.79)
Bill	06/30/2019	102469	Petersen Mgmt (Oper & Mgmt Fees)	Operations and management fees Jun2019 tech service 6/11/19	427.50		(10,086.29)
Bill	07/31/2019	102689	Petersen Mgmt (Oper & Mgmt Fees)	Operations and management fees Jul2019	1,508.33		(11,594.62)
Bill	08/31/2019	103121	Petersen Mgmt (Oper & Mgmt Fees)	Operations and management fees Aug2019	1,508.33		(13,102.95)
Bill	09/30/2019	103537	Petersen Mgmt (Oper & Mgmt Fees)	Operations and management fees Sep2019	1,508.33		(14,611.28)
Bill	10/31/2019	104013	Petersen Mgmt (Oper & Mgmt Fees)	Operations and management fees Oct2019	1,508.33		(16,119.61)
Bill	11/30/2019	104461	Petersen Mgmt (Oper & Mgmt Fees)	Operations and management fees Nov2019	1,508.33		(17,627.94)
Bill	12/31/2019	104738	Petersen Mgmt (Oper & Mgmt Fees)	Operations and management fees Dec2019	1,508.33		(19,136.27)
Total 6065 · Oper & Mgmt Fees					19,136.27	0.00	(19,136.27)
6066 · Chemicals & Lab Fees							
Bill	02/28/2019	100485	Petersen Mgmt (Lab Fees)	Lab Fees 1/9/19	295.35		(295.35)
Bill	02/28/2019	100308	Petersen Mgmt (Lab Fees)	Lab Fees 1/16/19 and 1/24/19	503.80		(799.15)
Bill	02/28/2019	100678	Petersen Mgmt (Lab Fees)	Lab Fees 1/31/19	227.70		(1,026.85)
Bill	02/28/2019	100678	Petersen Mgmt (Lab Fees)	Lab Fees 2/13/19	391.05		(1,417.90)
Bill	03/31/2019	100846	Petersen Mgmt (Lab Fees)	Lab Fees 2/7/19	64.35		(1,482.25)
Bill	03/31/2019	100846	Petersen Mgmt (Lab Fees)	Lab Fees 3/4/19	282.70		(1,764.95)
Bill	03/31/2019	101038	Petersen Mgmt (Lab Fees)	Lab Fees 3/13/19	260.70		(2,025.65)
Bill	04/17/2019	101082	Petersen Mgmt (Lab Fees)	Lab Fees 3/21/19	341.55		(2,367.20)
Bill	04/30/2019	101377	Petersen Mgmt (Lab Fees)	Chemical refill 4/4/19	1,631.85		(3,999.05)
Bill	05/31/2019	102037	Petersen Mgmt (Lab Fees)	Lab fees 5/21/19	255.20		(4,254.25)
Bill	06/30/2019	102461	Petersen Mgmt (Lab Fees)	Lab fees 6/5/19	233.20		(4,487.45)
Bill	06/30/2019	102461	Petersen Mgmt (Lab Fees)	Lab fees 6/19/19	233.20		(4,720.65)
Bill	07/31/2019	102682	Petersen Mgmt (Lab Fees)	Lab fees	466.40		(5,187.05)
Bill	07/31/2019	102967	Petersen Mgmt (Lab Fees)	Lab fees	233.20		(5,420.25)

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City of Afton
410 Sanitary Sewer Fund - Detail by Account
 January through December 2019

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
Bill	08/31/2019	103264	Petersen Mgmt (Lab Fees)	Lab fees and Chemicals	1,718.90		(7,139.15)
Bill	08/31/2019	103374	Petersen Mgmt (Lab Fees)	Lab fees and Chemicals	233.20		(7,372.35)
Bill	09/30/2019	101544	Petersen Mgmt (Lab Fees)	Lab fees, Chemicals	455.40		(7,827.75)
Bill	09/30/2019	103760	Petersen Mgmt (Lab Fees)	Lab fees, Chemicals	440.55		(8,268.30)
Bill	10/31/2019	104198	Petersen Mgmt (Lab Fees)	Lab fees, Chemicals	1,362.92		(9,631.22)
Bill	11/30/2019	104621	Petersen Mgmt (Lab Fees)	Lab fees, Chemicals	293.70		(9,924.92)
Bill	11/30/2019	104540	Petersen Mgmt (Lab Fees)	Lab fees, Chemicals	293.70		(10,218.62)
Bill	12/31/2019	104983	Petersen Mgmt (Lab Fees)	Lab fees, Chemicals	1,218.80		(11,437.42)
Total 6066 · Chemicals & Lab Fees					11,437.42	0.00	(11,437.42)
6068 · Electricity - Lift Stations							
Bill	01/31/2019	013119	Xcel Energy {EFT} (51-11957 8190)	Acct No. 51-00119578190 : Lift Station 15995 UPPER 34TH ST S. Meter 21647908 Premises 304699630	586.77		(586.77)
Bill	01/31/2019	013119	Xcel Energy {EFT} (51-11983 9027)	Acct No. 51-0011983902-7 Pumphouse for Water Treatment: 2318 St Croix Trl S. Meter 15491212 Pre...	1,250.72		(1,837.49)
Bill	02/28/2019	022819	Xcel Energy {EFT} (51-11957 8190)	Acct No. 51-00119578190 : Lift Station 15995 UPPER 34TH ST S. Meter 21647908 Premises 304699630	635.95		(2,473.44)
Bill	03/31/2019	033119	Xcel Energy {EFT} (51-11983 9027)	Acct No. 51-0011983902-7 Pumphouse for Water Treatment: 2318 St Croix Trl S. Meter 15491212 Pre...	1,016.65		(3,490.09)
Bill	03/31/2019	033119	Xcel Energy {EFT} (51-11957 8190)	Acct No. 51-00119578190 : Lift Station 15995 UPPER 34TH ST S. Meter 21647908 Premises 304699630	571.49		(4,061.58)
Bill	04/30/2019	043019	Xcel Energy {EFT} (51-11983 9027)	Acct No. 51-0011983902-7 Pumphouse for Water Treatment: 2318 St Croix Trl S. Meter 15491212 Pre...	1,002.48		(5,064.06)
Bill	04/30/2019	043019	Xcel Energy {EFT} (51-11957 8190)	Acct No. 51-00119578190 : Lift Station 15995 UPPER 34TH ST S. Meter 21647908 Premises 304699630	622.20		(5,686.26)
Bill	04/30/2019	043019a	Xcel Energy {EFT} (51-11983 9027)	Acct No. 51-0011983902-7 Pumphouse for Water Treatment: 2318 St Croix Trl S. Meter 15491212 Pre...	993.90		(6,680.16)
Bill	05/31/2019	053119	Xcel Energy {EFT} (51-11957 8190)	Acct No. 51-00119578190 : Lift Station 15995 UPPER 34TH ST S. Meter 21647908 Premises 304699630	1,032.19		(7,712.35)
Bill	05/31/2019	053119	Xcel Energy {EFT} (51-11983 9027)	Acct No. 51-0011983902-7 Pumphouse for Water Treatment: 2318 St Croix Trl S. Meter 15491212 Pre...	1,101.64		(8,813.99)
Bill	06/30/2019	063019	Xcel Energy {EFT} (51-11957 8190)	Acct No. 51-00119578190 : Lift Station 15995 UPPER 34TH ST S. Meter 21647908 Premises 304699630	945.17		(9,759.16)
Bill	07/31/2019	073119	Xcel Energy {EFT} (51-11983 9027)	Acct No. 51-0011983902-7 Pumphouse for Water Treatment: 2318 St Croix Trl S. Meter 15491212 Pre...	410.62		(10,169.78)
Bill	07/31/2019	073119	Xcel Energy {EFT} (51-11957 8190)	Acct No. 51-00119578190 : Lift Station 15995 UPPER 34TH ST S. Meter 21647908 Premises 304699630	958.73		(11,128.51)
Bill	07/31/2019	073119	Xcel Energy {EFT} (51-11983 9027)	Acct No. 51-0011983902-7 Pumphouse for Water Treatment: 2318 St Croix Trl S. Meter 15491212 Pre...	852.51		(11,981.02)
Bill	08/31/2019	083119	Xcel Energy {EFT} (51-11957 8190)	Acct No. 51-00119578190 : Lift Station 15995 UPPER 34TH ST S. Meter 21647908 Premises 304699630	524.25		(12,505.27)
Bill	08/31/2019	083119	Xcel Energy {EFT} (51-11983 9027)	Acct No. 51-0011983902-7 Pumphouse for Water Treatment: 2318 St Croix Trl S. Meter 15491212 Pre...	882.66		(13,387.93)
Bill	09/30/2019	093019	Xcel Energy {EFT} (51-11957 8190)	Acct No. 51-00119578190 : Lift Station 15995 UPPER 34TH ST S. Meter 21647908 Premises 304699630	517.05		(13,904.98)
Bill	10/31/2019	103119	Xcel Energy {EFT} (51-11983 9027)	Acct No. 51-0011983902-7 Pumphouse for Water Treatment: 2318 St Croix Trl S. Meter 15491212 Pre...	841.29		(14,746.27)
Bill	10/31/2019	103119	Xcel Energy {EFT} (51-11957 8190)	Acct No. 51-00119578190 : Lift Station 15995 UPPER 34TH ST S. Meter 21647908 Premises 304699630	476.35		(15,222.62)
Bill	11/30/2019	113019	Xcel Energy {EFT} (51-11983 9027)	Acct No. 51-0011983902-7 Pumphouse for Water Treatment: 2318 St Croix Trl S. Meter 15491212 Pre...	922.71		(16,145.33)
Bill	11/30/2019	113019	Xcel Energy {EFT} (51-11957 8190)	Acct No. 51-00119578190 : Lift Station 15995 UPPER 34TH ST S. Meter 21647908 Premises 304699630	550.30		(16,695.63)
Bill	11/30/2019	113019a	Xcel Energy {EFT} (51-11983 9027)	Acct No. 51-0011983902-7 Pumphouse for Water Treatment: 2318 St Croix Trl S. Meter 15491212 Pre...	981.20		(17,676.83)
Bill	12/31/2019	123119	Xcel Energy {EFT} (51-11957 8190)	Acct No. 51-00119578190 : Lift Station 15995 UPPER 34TH ST S. Meter 21647908 Premises 304699630	739.34		(18,416.17)
Bill	12/31/2019	123119	Xcel Energy {EFT} (51-11983 9027)	Acct No. 51-0011983902-7 Pumphouse for Water Treatment: 2318 St Croix Trl S. Meter 15491212 Pre...	593.01		(19,009.18)
Total 6068 · Electricity - Lift Stations					19,009.18	0.00	(19,009.18)
6069 · Insurance - Sanitary Sewer							
Bill	05/31/2019	051519 0515...	LMCIT (Ins)	Sanitary Sewer Property 5/15/19 to 5/15/20	5,291.00		(5,291.00)
Bill	06/26/2019	MEL 051519...	LMCIT (Ins)	MEL Ins 5/15/19 to 5/15/20	909.00		(6,200.00)
Depo...	07/09/2019	23305		LMCIT Refund (ins pd twice)		909.00	(5,291.00)
Total 6069 · Insurance - Sanitary Sewer					6,200.00	909.00	(5,291.00)
Total 6060 · Sanitary Sewer Expenses					63,482.40	909.00	(62,573.40)
6083 · Sanitary Sewer Spec Assessments							
Bill	03/31/2019	CityHall2019...	Wash Cty (Prop Records & Taxpayer Serv)	Full Year 2019 Special Assessment 3033 St Croix Trl S City Hall 22.028.20.11.0017	840.20		(840.20)
Bill	03/31/2019	HistSociety2...	Wash Cty (Prop Records & Taxpayer Serv)	Full Year 2019 Special Assessment Historical Society 22.028.20.11.0004	1,068.73		(1,908.93)
Bill	04/30/2019	156537	Wash Cty (Assessment & Taxation)	2019 Special Assessment billing	247.00		(2,155.93)
Total 6083 · Sanitary Sewer Spec Assessments					2,155.93	0.00	(2,155.93)
TOTAL					65,638.33	57,561.89	(8,076.44)

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City of Afton
#120 Street Improvement Fund - Detail by Account

01/15/20

January through December 2019

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
4013 · Current Tax Levy - Street Imp							
Deposit	06/30/2019			Street Imp		60,250.00	60,250.00
Deposit	11/30/2019			Street Imp		60,250.00	120,500.00
Total 4013 · Current Tax Levy - Street Imp					0.00	120,500.00	120,500.00
4907 · Pub Wks 4M Fd Interest Earnings							
General Jo...	01/31/2019			Interest Income		580.62	580.62
General Jo...	02/28/2019			Interest Income		751.27	1,331.89
General Jo...	03/31/2019			Interest Income		962.61	2,294.50
General Jo...	04/30/2019			Interest Income		1,389.15	3,683.65
General Jo...	05/31/2019			Interest Income		1,413.86	5,097.51
General Jo...	06/30/2019			Interest Income		1,354.80	6,452.31
General Jo...	07/31/2019			Interest Income		1,382.35	7,834.66
General Jo...	08/31/2019			Interest Income		1,356.06	9,190.72
General Jo...	09/30/2019			Interest Income		1,237.98	10,428.70
General Jo...	10/31/2019			Interest Income		1,184.02	11,612.72
General Jo...	11/30/2019			Interest Income		991.19	12,603.91
General Jo...	12/31/2019			Interest Income		968.09	13,572.00
Total 4907 · Pub Wks 4M Fd Interest Earnings					0.00	13,572.00	13,572.00
7900 · Street Imp Capital Projects							
7938 · Culvert Repair & Replacement							
Bill	05/31/2019	4 April 2019	WSB (City Engineer)	Culverts	249.00		(249.00)
Bill	10/31/2019	704	Tri-County Services (Streets, Other)	Culvert installation 60th Street	25,400.00		(25,649.00)
Bill	10/31/2019	705	Tri-County Services (Streets, Other)	dump truck hauling gravel 60th St	665.00		(26,314.00)
Bill	10/31/2019	b10000010571	TrueNorth Steel	culverts 60th St	5,899.92		(32,213.92)
Bill	11/30/2019	15031	Rumpca Excavating Inc	60th St	1,067.51		(33,281.43)
Total 7938 · Culvert Repair & Replacement					33,281.43	0.00	(33,281.43)
7945 · 2019 Street Projects							
Bill	05/31/2019	1 April 2019	WSB (Pavement Mgmt)	2019 Pavement Project	2,733.00		(2,733.00)
Total 7945 · 2019 Street Projects					2,733.00	0.00	(2,733.00)
7946 · 2020 Street Projects							
Bill	08/31/2019	7	WSB (City Engineer)	2020 Street Improvement Project	875.00		(875.00)
Bill	09/30/2019	1	WSB (Pavement Mgmt)	2020 Pavement Improvement Project	931.00		(1,806.00)
Bill	10/31/2019	2	WSB (Pavement Mgmt)	2020 Pavement Improvement Project	6,521.50		(8,327.50)
Bill	11/30/2019	3	WSB (Pavement Mgmt)	2020 Pavement Improvement Project	25,868.00		(34,195.50)
Bill	12/31/2019	4	WSB (Pavement Mgmt)	2020 Pavement Improvement Project	4,520.50		(38,716.00)
Total 7946 · 2020 Street Projects					38,716.00	0.00	(38,716.00)
7984 · River Road Sanitary Options							
Bill	02/28/2019	1	WSB (City Engineer)	River Road Sanitary Sewer	581.00		(581.00)
Bill	03/31/2019	2	WSB (City Engineer)	River Road Sanitary Sewer	1,659.50		(2,240.50)
Bill	05/31/2019	4 April 2019	WSB (City Engineer)	River Road Sanitary Sewer	332.00		(2,572.50)
Bill	05/31/2019	1 April 2019	WSB (River Road Sanitary Sewer)	River Road Sanitary Sewer Improvements	1,027.00		(3,599.50)
Bill	06/30/2019	2	WSB (River Road Sanitary Sewer)	River Road Sanitary Sewer Improvements	8,958.00		(12,557.50)
Bill	07/31/2019	744361244	Finance and Commerce	River Road Sanitary Imp Project	212.29		(12,769.79)
Bill	07/31/2019	6	WSB (City Engineer)	River Road Sanitary Sewer	83.00		(12,852.79)
Bill	07/31/2019	3	WSB (River Road Sanitary Sewer)	River Road Sanitary Sewer Improvements	8,647.75		(21,500.54)
Bill	08/31/2019	4	WSB (River Road Sanitary Sewer)	River Road Sanitary Sewer Improvements	5,798.50		(27,299.04)
Bill	09/30/2019	5	WSB (River Road Sanitary Sewer)	River Road Sanitary Sewer Improvements	2,486.00		(29,785.04)
Bill	10/31/2019	9	WSB (City Engineer)	River Road Sanitary Project	670.00		(30,455.04)
Bill	11/30/2019	10	WSB (City Engineer)	River Road Sanitary Project	1,825.00		(32,280.04)
Bill	11/30/2019	6	WSB (River Road Sanitary Sewer)	River Road Sanitary Sewer Improvements	389.50		(32,669.54)
Bill	12/31/2019	11	WSB (City Engineer)	River Road Sanitary Project	507.50		(33,177.04)
Total 7984 · River Road Sanitary Options					33,177.04	0.00	(33,177.04)
Total 7900 · Street Imp Capital Projects					107,907.47	0.00	(107,907.47)
TOTAL					107,907.47	134,072.00	26,164.53

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01/15/20

City of Afton
K. #122 Bridge Replacement Fund - Detail by Account
January through December 2019

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
4017 · Tax Levy - Bridge Replacement							
Deposit	06/30/2019			Bridge Replacement		25,000.00	25,000.00
Deposit	11/30/2019			Bridge Replacement		25,000.00	50,000.00
Total 4017 · Tax Levy - Bridge Replacement					0.00	50,000.00	50,000.00
4918 · Bridge Replacement - Interest							
General Jo...	01/31/2019	Interest		Interest Income		74.50	74.50
General Jo...	02/28/2019	Interest		Interest Income		67.41	141.91
General Jo...	03/31/2019	Interest		Interest Income		73.95	215.86
General Jo...	04/30/2019	Interest		Interest Income		71.03	286.89
General Jo...	05/31/2019	Interest		Interest Income		71.10	357.99
General Jo...	06/30/2019	Interest		Interest Income		68.16	426.15
General Jo...	07/31/2019	Interest		Interest Income		73.53	499.68
General Jo...	08/31/2019	Interest		Interest Income		105.19	604.87
General Jo...	09/30/2019	Interest		Interest Income		95.22	700.09
General Jo...	10/31/2019	Interest		Interest Income		87.18	787.27
General Jo...	11/30/2019	Interest		Interest Income		68.52	855.79
General Jo...	12/31/2019	Interest		Interest Income		70.22	926.01
Total 4918 · Bridge Replacement - Interest					0.00	926.01	926.01
7770 · Bridge Repair & Replacement Exp							
7771 · Bridge Replacement - Engineer							
Bill	03/31/2019	2	WSB (Bridge Insp/Imp)	Bridge Safety Inspections	1,050.00		(1,050.00)
Bill	05/31/2019	4 April 2019	WSB (City Engineer)	Bridge	124.50		(1,174.50)
Bill	09/30/2019	1	WSB (Bridge Insp/Imp)	Bridge No. 82505 Improvements	1,732.00		(2,906.50)
Bill	10/31/2019	2	WSB (Bridge Insp/Imp)	Bridge No. 82505 Improvements	6,110.50		(9,017.00)
Bill	11/30/2019	3	WSB (Bridge Insp/Imp)	Bridge No. 82505 Improvements	5,266.00		(14,283.00)
Bill	11/30/2019	1	WSB (Bridge Insp/Imp)	2019 Bridge Safety inspections	623.50		(14,906.50)
Bill	12/31/2019	4	WSB (Bridge Insp/Imp)	Bridge No. 82505 improvements	3,806.00		(18,712.50)
Total 7771 · Bridge Replacement - Engineer					18,712.50	0.00	(18,712.50)
7773 · Bridge Repairs & Maintenance							
Bill	08/31/2019	678	Tri-County Services (Streets, Other)	dig out debris under bridge trading post. grade, seed hydro seed	2,500.00		(2,500.00)
Bill	10/09/2019	695	Tri-County Services (Streets, Other)	Move jersey barrier back and pick up jersey barrier	752.50		(3,252.50)
Total 7773 · Bridge Repairs & Maintenance					3,252.50	0.00	(3,252.50)
Total 7770 · Bridge Repair & Replacement Exp					21,965.00	0.00	(21,965.00)
TOTAL					21,965.00	50,926.01	28,961.01

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01/15/20

City of Afton
200 Park Reserve Fund Stmt of Rev & Exp - Detail
 January through December 2019

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
200 Park Reserve Fd							
A. Rev							
4425 Park Dedication Fees							
Deposit	04/17/2019	6467		Albert W Carlson Afton Creek Preserve Dev LLC: Park Dedication Fee		180,000.00	180,000.00
Deposit	07/31/2019	5390 1456		Kerry and Judy White: Park Dedication Fee Res 2019-29		10,000.00	190,000.00
Total 4425 Park Dedication Fees					0.00	190,000.00	190,000.00
4903 Interest Income - 4M Fund							
General Journal	01/31/2019	interest		Interest Income		141.90	141.90
General Journal	02/28/2019	interest		Interest Income		129.88	271.78
General Journal	03/31/2019	interest		Interest Income		142.88	414.66
General Journal	04/30/2019	interest		Interest Income		138.49	553.15
General Journal	05/31/2019	interest		Interest Income		234.91	788.06
General Journal	06/30/2019	interest		Interest Income		456.39	1,244.45
General Journal	07/31/2019	interest		Interest Income		468.60	1,713.05
General Journal	08/31/2019	interest		Interest Income		435.73	2,148.78
General Journal	09/30/2019	interest		Interest Income		403.21	2,551.99
General Journal	10/31/2019	interest		Interest Income		379.22	2,931.21
General Journal	11/30/2019	interest		Interest Income		323.45	3,254.66
General Journal	12/31/2019	interest		Interest Income		316.84	3,571.50
Total 4903 Interest Income - 4M Fund					0.00	3,571.50	3,571.50
Total A. Rev					0.00	193,571.50	193,571.50
B. Exp							
6115 Pub Wks - Park & Open Space							
Bill	07/31/2019	20190	St Croix Recreation Fun Playgrounds Inc.	Estate old leg package wv10153	420.00		(420.00)
Bill	07/31/2019	f3839	Flagship Recreation	Install playground equip at Town Square Park	3,734.00		(4,154.00)
Bill	07/31/2019	inv 075618	Landscape Structures	Playground equip for Town Square Park	5,358.75		(9,512.75)
Bill	07/31/2019	f3855	Flagship Recreation	Wood fiber for playground equip at Town Square Park	500.00		(10,012.75)
General Journal	08/31/2019	ParkSigns	100 Gen! Fd:B. Exp:B03 Strts, Rehab & Pub ...	Reclass \$2,000 of Park related signs to Park Reserve Fund	2,000.00		(12,012.75)
Bill	09/30/2019	212	Croixcavating	Town Square Park baseball outfield drainage enhancement.	543.00		(12,555.75)
Total 6115 Pub Wks - Park & Open Space					12,555.75	0.00	(12,555.75)
6125 Bike Trail Improvements							
Bill	09/20/2019	326875/6	Gertens	Hardwood Mulch by bike path behind City Hall	250.44		(250.44)
Bill	09/20/2019	326880/6	Gertens	Aged and screened compost by bike path behind city hall	470.50		(720.94)
Total 6125 Bike Trail Improvements					720.94	0.00	(720.94)
Total B. Exp					13,276.69	0.00	(13,276.69)
Total 200 Park Reserve Fd					13,276.69	193,571.50	180,294.81
TOTAL					13,276.69	193,571.50	180,294.81

City of Afton
805 City Infra-Structure Improvement Fund - LTD Summary
April 2011 through December 2019

	Apr - Dec 11	Jan - Dec 12	Jan - Dec 13	Jan - Dec 14	Jan - Dec 15	Jan - Dec 16	Jan - Dec 17	Jan - Dec 18	Jan - Dec 19	TOTAL
805 City InfraStructure Imp Fd										
A. Rev										
4917 Interest Income	0.00	2.04	2.55	3.26	395.48	4,602.22	3,305.81	1,820.97	15,457.66	25,589.99
4828 2015A Dwtwn Tmp Bond Proceeds	0.00	0.00	0.00	0.00	3,755,000.00	0.00	0.00	0.00	0.00	3,755,000.00
4829 2017A Dwtwn Tmp Bond Proceeds	0.00	0.00	0.00	0.00	0.00	0.00	1,980,000.00	0.00	0.00	1,980,000.00
4849 DNR BWSR Grant	0.00	0.00	129,850.00	0.00	0.00	0.00	0.00	84,710.07	0.00	214,560.07
4850 Park Reserve Trf re. Dwtwn Imp	0.00	0.00	100,000.00	0.00	0.00	0.00	0.00	0.00	0.00	100,000.00
4851 VBWD Easement	0.00	0.00	0.00	0.00	5,800.00	0.00	0.00	0.00	0.00	5,800.00
4852 VBWD Grant \$50M/Yr 10 Yrs	0.00	0.00	0.00	0.00	0.00	50,000.00	50,000.00	100,000.00	50,000.00	250,000.00
4853 County Share Dwtwn/Septic Proj	0.00	0.00	0.00	0.00	0.00	0.00	4,092,588.89	33,609.96	101,365.98	4,227,564.83
4861 CWRWF G 054 Grant Stormwater	0.00	0.00	0.00	0.00	0.00	0.00	349,938.00	0.00	0.00	349,938.00
4862 CWRWF L 054 Ln Proceeds Stormwtr	0.00	0.00	0.00	0.00	0.00	0.00	656,371.52	233,935.55	18,144.87	908,451.94
4863 CWRWF G 055 Grant Sanitary Sewer	0.00	0.00	0.00	0.00	0.00	0.00	398,320.00	0.00	0.00	398,320.00
4864 CWRWF L 055 Ln Proceeds Sanitary Swr	0.00	0.00	0.00	0.00	0.00	0.00	1,001,173.03	150,278.31	10,947.42	1,162,398.76
4865 PSIG G 056 Sanitary Sewer	0.00	0.00	0.00	0.00	0.00	0.00	4,382,993.48	807,011.35	245,930.21	5,435,935.04
4871 Rental Inc - Flood Levee Prop	0.00	850.00	1,700.00	0.00	0.00	0.00	0.00	0.00	0.00	2,550.00
4894 MnDNR Grant - Other	0.00	9,247.38	10,024.53	0.00	35,137.00	0.00	1,611,106.29	499.81	1,280,016.00	2,946,031.01
4895 MnDNR Grant - Land Purchase	0.00	351,673.70	616,669.52	0.00	0.00	0.00	0.00	0.00	0.00	968,343.22
4896 Flood Levy Imp Proj - Tax Levy	0.00	95,000.00	95,000.00	95,000.00	95,000.00	95,000.00	95,000.00	95,000.00	95,000.00	760,000.00
Total A. Rev	0.00	456,773.12	953,246.60	95,003.26	3,891,332.48	149,602.22	14,620,797.02	1,506,866.02	1,816,862.14	23,490,482.86
B. Exp										
7728 2015A Dwtwn Tmp Bond Principal	0.00	0.00	0.00	0.00	0.00	0.00	(3,755,000.00)	0.00	0.00	(3,755,000.00)
7738 2015A Dwtwn Tmp Imp Bond Issue Exp	0.00	0.00	0.00	0.00	(53,263.75)	(1,608.00)	(575.00)	0.00	0.00	(55,446.75)
7740 2017A Dwtwn Tmp Imp Bond Issue Exp	0.00	0.00	0.00	0.00	0.00	0.00	(31,219.80)	0.00	0.00	(31,219.80)
8871 Wetland Credits	0.00	0.00	0.00	0.00	0.00	0.00	(51,747.88)	0.00	0.00	(51,747.88)
8891 Dwtown Prop Purch/Exp	0.00	(372,221.16)	(780,944.33)	(933.95)	(2,481.58)	(1,726.95)	(540.66)	(367.77)	(334.89)	(1,159,551.29)
8892 Dwtown Imp - Easemnts & Damages	0.00	0.00	0.00	(11,700.00)	(633,200.00)	(9,200.00)	(33,120.68)	0.00	(11,584.00)	(698,804.68)
8893 Single Audit Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(2,000.00)	(1,600.00)	(3,600.00)
8894 Septic Permits, Fees, Admin	0.00	0.00	0.00	(10,558.00)	(42,355.31)	(85,086.73)	(116,238.58)	(4,177.00)	(6,962.84)	(265,378.46)
8895 DNR Flood Imp Proj - Engineer	(6,673.00)	(54,384.11)	(29,242.00)	(157,437.85)	(198,277.10)	(67,890.74)	(14,066.00)	0.00	0.00	(527,970.80)
8896 Sanitary Sewer Imp	0.00	(395.00)	(87,311.07)	(293,780.46)	(194,199.55)	(152,850.73)	(73,817.14)	(14,579.82)	(3,594.68)	(820,528.45)
8897 Septic Construction Eng'g	0.00	0.00	0.00	(540.77)	(9,048.00)	(8,545.49)	(151,858.16)	(39,659.80)	(3,958.28)	(213,610.50)
8898 Flood Mitigation/ROW Serv	0.00	(9,754.75)	(4,480.00)	(19,787.25)	(87,667.80)	(18,935.00)	(14,085.50)	0.00	0.00	(154,710.30)
8899 Village Improvements	0.00	0.00	(33,513.00)	(28,452.75)	0.00	(22,669.68)	(1,305,268.17)	(431,584.90)	(123,831.60)	(1,945,320.10)
8901 Septic Construction	0.00	0.00	0.00	0.00	0.00	0.00	(12,047,008.52)	(1,596,291.03)	22,524.60	(13,620,774.95)
Total B. Exp	(6,673.00)	(436,755.02)	(935,490.40)	(523,191.03)	(1,220,493.09)	(368,513.32)	(17,594,546.09)	(2,088,660.32)	(129,341.69)	(23,303,663.96)
C. Transfers										
6913 Trf fr 120 Street Improvements	0.00	0.00	0.00	0.00	0.00	0.00	805,497.42	(120,745.17)	0.00	684,752.25
Total C. Transfers	0.00	0.00	0.00	0.00	0.00	0.00	805,497.42	(120,745.17)	0.00	684,752.25
Total 805 City InfraStructure Imp Fd	(6,673.00)	20,018.10	17,756.20	(428,187.77)	2,670,839.39	(218,911.10)	(2,168,251.65)	(702,539.47)	1,687,520.45	871,571.15
TOTAL	(6,673.00)	20,018.10	17,756.20	(428,187.77)	2,670,839.39	(218,911.10)	(2,168,251.65)	(702,539.47)	1,687,520.45	871,571.15

**City of Afton
#805 City Infra-Structure Imp Projects - Detail by Account**

January through December 2019

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
4852 · VBWD Grant \$50M/Yr 10 Yrs							
Deposit	10/31/2019	4864		Valley Branch Watershed: 2019 Grant		50,000.00	50,000.00
Total 4852 · VBWD Grant \$50M/Yr 10 Yrs					0.00	50,000.00	50,000.00
4853 · County Share Dwtwn/Septic Proj							
Deposit	06/20/2019	481670		Wash Cty: May 2019 Share of Downtown Projects		21,365.98	21,365.98
Deposit	12/17/2019	489982		Wash Cty: Additional 2019 Share of Downtown Projects: Inv #05-2019		80,000.00	101,365.98
Total 4853 · County Share Dwtwn/Septic Proj					0.00	101,365.98	101,365.98
4862 · CWRF L 054 Loan Proceeds							
Deposit	01/28/2019	1500006227		MPFA CWRF L 054 FY 2017 19		475.81	475.81
Deposit	02/26/2019	1500006301		MPFA CWRF L 054 FY 2017 20		15,751.82	16,227.63
Deposit	04/25/2019	1500006438		MPFA CWRF L 054 FY 2017 21		1,917.24	18,144.87
Total 4862 · CWRF L 054 Loan Proceeds					0.00	18,144.87	18,144.87
4864 · CWRF L 055 Loan Proceeds							
Deposit	01/28/2019	1500006228		MPFA CWRF L 055 FY 2017 9		3,349.83	3,349.83
Deposit	04/25/2019	1500006439		MPFA CWRF L 055 FY 2017 10		7,597.59	10,947.42
Total 4864 · CWRF L 055 Loan Proceeds					0.00	10,947.42	10,947.42
4865 · PSIG G 056 Grant							
Deposit	02/26/2019	1500006302		MPFA PSIG G 056 FY 2017 17		245,930.21	245,930.21
Total 4865 · PSIG G 056 Grant					0.00	245,930.21	245,930.21
4894 · MnDNR Grant - Other							
Deposit	02/06/2019	FM00548814		DNR OMB Pay Request #15: 651-259-5566		1,280,016.00	1,280,016.00
Total 4894 · MnDNR Grant - Other					0.00	1,280,016.00	1,280,016.00
4896 · Flood Levy Imp Proj - Tax Levy							
Deposit	06/30/2019			DNR Match		47,500.00	47,500.00
Deposit	11/30/2019			DNR Match		47,500.00	95,000.00
Total 4896 · Flood Levy Imp Proj - Tax Levy					0.00	95,000.00	95,000.00
4917 · Int Inc - City Infrastructr Fd							
General Jou...	01/31/2019	interest		Interest Income		0.43	0.43
General Jou...	01/31/2019	interest		Interest Income		1.28	1.71
General Jou...	02/28/2019	interest		Interest Income		1,376.06	1,377.77
General Jou...	03/01/2019	Bank Diff		Bank difference		0.01	1,377.78
General Jou...	03/31/2019	interest		Interest Income		2,233.96	3,611.74
General Jou...	04/30/2019	interest		Interest Income		1,777.73	5,389.47
General Jou...	05/31/2019	interest		Interest Income		1,667.70	7,057.17
General Jou...	06/30/2019	interest		Interest Income		1,306.29	8,363.46
General Jou...	07/31/2019	interest		Interest Income		1,335.93	9,699.39
General Jou...	08/31/2019	interest		Interest Income		1,337.03	11,036.42
General Jou...	09/30/2019	interest		Interest Income		1,222.70	12,259.12
General Jou...	10/31/2019	interest		Interest Income		1,174.03	13,433.15
General Jou...	11/30/2019	interest		Interest Income		1,022.32	14,455.47
General Jou...	12/31/2019	interest		Interest Income		1,002.19	15,457.66
Total 4917 · Int Inc - City Infrastructr Fd					0.00	15,457.66	15,457.66
8800 · DNR Flood Imp Expense							
8891 · DNR Flood Imp - Prop Purch/Exp							
Bill	02/28/2019	022819	Xcel Energy {EFT} (51-0895 3451)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 96987678 Premises #302409557	67.07		(67.07)
Bill	03/31/2019	033119	Xcel Energy {EFT} (51-0895 3451)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 96987678 Premises #302409557	51.29		(118.36)
Bill	04/30/2019	043019	Xcel Energy {EFT} (51-0895 3451)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 96987678 Premises #302409557	29.96		(148.32)
Bill	04/30/2019	043019a	Xcel Energy {EFT} (51-0895 3451)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 96987678 Premises #302409557	28.96		(177.28)
Bill	05/31/2019	053119	Xcel Energy {EFT} (51-0895 3451)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 96987678 Premises #302409557	26.12		(203.40)
Bill	07/31/2019	073119	Xcel Energy {EFT} (51-0895 3451)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 96987678 Premises #302409557	12.73		(216.13)
Bill	07/31/2019	073119	Xcel Energy {EFT} (51-0895 3451)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 96987678 Premises #302409557	20.59		(236.72)
Bill	08/31/2019	083119	Xcel Energy {EFT} (51-0895 3451)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 96987678 Premises #302409557	20.56		(257.28)

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City of Afton
#805 City Infra-Structure Imp Projects - Detail by Account

January through December 2019

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
Bill	10/31/2019	103119	Xcel Energy (EFT) (51-0895 3451)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 96987678 Premises #302409557	20.56		(277.84)
Bill	10/31/2019	103119a	Xcel Energy (EFT) (51-0895 3451)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 96987678 Premises #302409557	20.79		(298.63)
Bill	11/30/2019	113019	Xcel Energy (EFT) (51-0895 3451)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 96987678 Premises #302409557	20.66		(319.29)
Bill	12/31/2019	123119	Xcel Energy (EFT) (51-0895 3451)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 96987678 Premises #302409557	15.60		(334.89)
Total 8891 · DNR Flood Imp - Prop Purch/Exp					334.89	0.00	(334.89)
8892 · Dwtwn Imp - Easemnts & Damages							
Bill	02/28/2019	Appraisal re Easemnt	Afton St. Croix Company	Reimb for Afton St Croix obtaining its own appraisal re. Easement for Downtown Village Imp Proj	5,000.00		(5,000.00)
Bill	07/31/2019	19-0311afjh	McKinzie Metro Appraisal	Court hearings, etc re. easement acquisitions for Downtown Project	6,050.00		(11,050.00)
Bill	07/31/2019	17-0321afj2	McKinzie Metro Appraisal	Printed copies of appraisal reports re. easement acquisitions for Downtown Project	534.00		(11,584.00)
Total 8892 · Dwtwn Imp - Easemnts & Damages					11,584.00	0.00	(11,584.00)
8893 · Single Audit Expense							
Bill	03/31/2019	252431	CarlsonSV (Single Audit)	Final billing on 2017 single audit	1,600.00		(1,600.00)
Total 8893 · Single Audit Expense					1,600.00	0.00	(1,600.00)
8894 · Septic Permits, Fees, Admin							
Bill	02/27/2019	2017ATmpBds	Niedzwiecki, Thomas H.	Assistance with Cash Flow re. Repayment of 2017A Temp Imp Bonds	535.00		(535.00)
Bill	02/28/2019	Feb2019	Holstad & Knaak, PLC	Condemnation	834.93		(1,369.93)
Bill	03/31/2019	March2019	Holstad & Knaak, PLC	Condemnation	1,825.06		(3,194.99)
Bill	03/31/2019	2	WSB (City Engineer)	Condemnation	83.00		(3,277.99)
Bill	04/17/2019	10000068357	Minnesota Pollution Control Agency	Afton WWTP 2318 St Croix Trl S: Wastewater Annual permit fees	505.00		(3,782.99)
Bill	04/30/2019	April2019	Holstad & Knaak, PLC	Condemnation	3,179.85		(6,962.84)
Total 8894 · Septic Permits, Fees, Admin					6,962.84	0.00	(6,962.84)
8896 · Sanitary Sewer Improvements							
Bill	06/30/2019	11903788	Wenck Associates Inc.	Wastewater system engineering	1,006.92		(1,006.92)
Bill	07/31/2019	11904967	Wenck Associates Inc.	Wastewater system engineering	632.00		(1,638.92)
Bill	08/31/2019	11905789	Wenck Associates Inc.	Wastewater system engineering (monitoring well sampling)	1,001.78		(2,640.70)
Bill	10/31/2019	11907614	Wenck Associates Inc.	Monitoring Well Sampling	953.98		(3,594.68)
Total 8896 · Sanitary Sewer Improvements					3,594.68	0.00	(3,594.68)
8897 · Septic Construction Eng'g							
Bill	01/31/2019	11900195	Wenck Associates Inc.	Afton LSTS - bidding, construction and post construction services	1,012.08		(1,012.08)
Bill	02/28/2019	11900979	Wenck Associates Inc.	Afton LSTS - bidding, construction and post construction services	1,050.20		(2,062.28)
Bill	02/28/2019	11900196	Wenck Associates Inc.	Afton LSTS - bidding, construction and post construction services	790.00		(2,852.28)
Bill	03/31/2019	11901631	Wenck Associates Inc.	Afton LSTS - bidding, construction and post construction services	632.00		(3,484.28)
Bill	08/31/2019	11905790	Wenck Associates Inc.	Post construction site visit	474.00		(3,958.28)
Total 8897 · Septic Construction Eng'g					3,958.28	0.00	(3,958.28)
8899 · Village Improvements							
General Jou...	01/01/2019	Dwtwn Imp	805 City InfraStructure Imp Fd:B. Exp:8899 Vi...	Great Northern Landscaping - 12/31/18 Retainage on Downtown Imp		4,655.75	4,655.75
Bill	02/28/2019	26	WSB (Downtown Village Imp Proj)	Downtown Village Improvement Project No. 01856-520	10,993.50		(6,337.75)
Bill	03/31/2019	27	WSB (Downtown Village Imp Proj)	Downtown Village Improvement Project No. 01856-520	12,387.50		(18,725.25)
Bill	05/31/2019	29 April 2019	WSB (Downtown Village Imp Proj)	Downtown Village Improvement Project No. 01856-520	1,770.00		(20,495.25)
Bill	05/31/2019	28 March 2019	WSB (Downtown Village Imp Proj)	Downtown Village Improvement Project No. 01856-520	2,415.50		(22,910.75)
Bill	07/31/2019	6	WSB (City Engineer)	Downtown Project	1,963.00		(24,873.75)
Bill	08/31/2019	7	WSB (City Engineer)	Downtown Project	1,778.00		(26,651.75)
Bill	09/30/2019	8	WSB (City Engineer)	Downtown Project	702.50		(27,354.25)
Bill	10/31/2019	9	WSB (City Engineer)	Downtown Project	2,358.50		(29,712.75)
Bill	11/26/2019	15112	Rumpca Excavating Inc	Riprap Class II thru IV (MA) 1,800 tons @ \$35: Levee (DNR Funding)	63,000.00		(92,712.75)
Bill	11/26/2019	Pay Application #4	Great Northern Landscapes, Inc.	Downtown Village Landscaping Project, Application 4	5,949.85		(98,662.60)
Bill	11/30/2019	10	WSB (City Engineer)	Downtown Project	374.00		(99,036.60)
Bill	12/31/2019	735	Tri-County Services (Streets, Other)	Install rip rap re levy	23,850.00		(122,886.60)
Bill	12/31/2019	11	WSB (City Engineer)	Downtown Project	945.00		(123,831.60)
Total 8899 · Village Improvements					128,487.35	4,655.75	(123,831.60)
8901 · Septic Construction							
General Jou...	01/01/2019	Sewer Retng	805 City InfraStructure Imp Fd:B. Exp:8901 Se...	Reverse Geislinger - 12/31/18 Retainage on Sanitary Sewer (Pay Voucher #19)		291,343.82	291,343.82
Bill	04/30/2019	Pay Voucher #21	Geislinger and Sons, Inc.	Proj 01856-52: Downtown Village Imp: Pay Voucher #21	243,569.22		47,774.60

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City of Afton
#805 City Infra-Structure Imp Projects - Detail by Account
January through December 2019

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
Bill	10/31/2019	PayVoucher#22	Geislinger and Sons, Inc.	Proj 01856-52: Downtown Village Imp: Pay Voucher #22	25,250.00		22,524.60
Total 8901 - Septic Construction					268,819.22	291,343.82	22,524.60
Total 8800 - DNR Flood Imp Expense					425,341.26	295,999.57	(129,341.69)
TOTAL					425,341.26	2,112,861.71	1,687,520.45

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01/15/20

City of Afton
806 PFA Loans & 807 Tmp Imp Bond Debt Serv Fds - LTD Summary
January 2015 through December 2019

	Jan - Dec 15	Jan - Dec 16	Jan - Dec 17	Jan - Dec 18	Jan - Dec 19	TOTAL
806 PFA Loan Debt Serv						
4879 Sanitary Sewr Spec Assessments	0.00	0.00	102,054.25	295,940.95	157,862.04	555,857.24
4899 Levy PFA Loan Debt Serv	8,000.00	70,000.00	70,000.00	27,000.00	70,000.00	245,000.00
4925 PFA Loan Debt Serv Interest	0.00	0.00	0.00	19.31	5,818.38	5,837.69
7743 2017 Storm Wtr PFA Issue Exp	0.00	0.00	(8,000.00)	0.00	0.00	(8,000.00)
7744 2017 L054 Storm Wtr PFA Int Exp	0.00	0.00	0.00	(7,052.13)	(9,454.49)	(16,506.62)
7745 2017 L055 Sanitary Sewer PFA Int Exp	0.00	0.00	0.00	(11,738.68)	(11,970.77)	(23,709.45)
7746 2017 Sanitary Sewer PFA Issue Exp	0.00	0.00	(8,060.93)	0.00	(850.00)	(8,910.93)
7749 Dwtwn Imp - Special Assess Exp	0.00	0.00	(105,179.00)	(54,594.60)	(107,298.25)	(267,071.85)
7754 2017 L054 Storm Wtr PFA Principal	0.00	0.00	0.00	(24,815.00)	(52,000.00)	(76,815.00)
7755 2017 L055 Sanitary Sewer PFA Princpl	0.00	0.00	0.00	(28,959.00)	(59,000.00)	(87,959.00)
Total 806 PFA Loan Debt Serv	8,000.00	70,000.00	50,814.32	195,800.85	(6,893.09)	317,722.08
807 Downtwn Tmp Imp Debt Service						
4898 Levy Downtwn Imp 2017A Tmp Imp Bd	0.00	28,000.00	28,000.00	73,000.00	37,000.00	166,000.00
4926 Tmp Imp Bd Debt Serv Interest	0.00	0.00	0.00	1.51	751.10	752.61
6854 Trf fr Genl re Tmp Bond Debt	0.00	0.00	0.00	15,000.00	0.00	15,000.00
7724 2017A Downtwn Imp Bd Admin Exp	0.00	0.00	0.00	(2,332.00)	(2,906.00)	(5,238.00)
7737 Int Exp 2015A Downtwn Tmp Imp Bd	(19,948.45)	(28,162.50)	(7,040.61)	0.00	0.00	(55,151.56)
7739 Int Exp 2017A Downtwn Tmp Imp Bd	0.00	0.00	(16,027.00)	(30,690.00)	(30,690.00)	(77,407.00)
Total 807 Downtwn Tmp Imp Debt Service	(19,948.45)	(162.50)	4,932.39	54,979.51	4,155.10	43,956.05
TOTAL	(11,948.45)	69,837.50	55,746.71	250,780.36	(2,737.99)	361,678.13

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City of Afton
#725 2014A & #726 2017B Road Bond Debt Fds - 5 Year Summary
January 2015 through December 2019

	Jan - Dec 15	Jan - Dec 16	Jan - Dec 17	Jan - Dec 18	Jan - Dec 19	TOTAL
725 2014A Road Debt Serv Fd						
4715 2014A Road Bond Proceeds	2,950,000.00	0.00	0.00	0.00	0.00	2,950,000.00
4725 2014A Debt Serv Levy - Road Bond	310,000.00	260,000.00	260,000.00	170,000.00	275,000.00	1,275,000.00
4916 Interest Inc - Road Debt Serv	98.88	512.99	2,488.98	7,168.93	3,094.64	13,364.42
7715 2014A Road Bond Principal	0.00	(140,000.00)	(165,000.00)	(180,000.00)	(195,000.00)	(680,000.00)
7725 Interest Expense - 2005A Road Bonds	(10,852.71)	0.00	0.00	0.00	0.00	(10,852.71)
7726 2005A Bond Admin Expense	0.00	0.00	0.00	0.00	0.00	0.00
7735 2014A Refund Bds Int Exp	(62,625.83)	(99,000.00)	(94,425.00)	(89,250.00)	(83,625.00)	(428,925.83)
7736 2014A Refund Bd Admin Exp	234,040.24	(1,900.00)	0.00	(1,882.00)	(1,216.00)	229,042.24
Total 725 2014A Road Debt Serv Fd	3,420,660.58	19,612.99	3,063.98	(93,963.07)	(1,746.36)	3,347,628.12
726 2017B Road Debt Serv Fd						
4726 2017B Debt Serv Levy - Road Bond	0.00	0.00	0.00	480,000.00	390,000.00	870,000.00
4923 2017B Road Debt Interest	0.00	0.00	0.00	58.09	2,346.95	2,405.04
7716 2017B Road Bond Principal	0.00	0.00	0.00	0.00	(320,000.00)	(320,000.00)
7742 2017B Int Exp \$3.5MM Road Bond	0.00	0.00	0.00	(88,734.94)	(70,575.00)	(159,309.94)
7747 2017B \$3.5MM Road Bd Admin Exp	0.00	0.00	0.00	(1,936.00)	(1,218.00)	(3,154.00)
Total 726 2017B Road Debt Serv Fd	0.00	0.00	0.00	389,387.15	553.95	389,941.10
TOTAL	3,420,660.58	19,612.99	3,063.98	295,424.08	(1,192.41)	3,737,569.22

01/15/20

City of Afton
#810 City Dock Fund - Detail by Account
January through December 2019

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
4812 · Dock Lease Revenue							
Dep...	06/17/2019	44440		Afton St Croix Co - 2019 Dock Lease Pymt		3,850.00	3,850.00
Total 4812 · Dock Lease Revenue					0.00	3,850.00	3,850.00
4909 · Dock 4M Fd - Interest Earnings							
Gen...	01/31/2019	Interest		Interest Income		124.51	124.51
Gen...	02/28/2019	Interest		Interest Income		111.83	236.34
Gen...	03/31/2019	Interest		Interest Income		123.23	359.57
Gen...	04/30/2019	Interest		Interest Income		119.42	478.99
Gen...	05/31/2019	Interest		Interest Income		121.61	600.60
Gen...	06/30/2019	Interest		Interest Income		117.51	718.11
Gen...	07/31/2019	Interest		Interest Income		121.34	839.45
Gen...	08/31/2019	Interest		Interest Income		118.48	957.93
Gen...	09/30/2019	Interest		Interest Income		110.03	1,067.96
Gen...	10/31/2019	Interest		Interest Income		103.79	1,171.75
Gen...	11/30/2019	Interest		Interest Income		88.64	1,260.39
Gen...	12/31/2019	Interest		Interest Income		75.75	1,336.14
Total 4909 · Dock 4M Fd - Interest Earnings					0.00	1,336.14	1,336.14
8830 · City Dock Improvements							
Bill	04/17/2019	inv-deposit	Meeco Sullivan	Heavy duty underwater column angles, braces, plates, truss, decking, ...	0.00		0.00
Bill	09/30/2019	8	WSB (City Engineer)	City Dock Repair	176.00		(176.00)
Bill	11/26/2019	DockRepair...	Meeco Sullivan	Down payment on Dock Repair: Total \$28,050. 40 underwater colum...	14,025.00		(14,201.00)
Bill	11/26/2019	DockRepair...	Meeco Sullivan	Down payment on Dock Repair: Total \$6,415. Change order for full f...	3,207.50		(17,408.50)
Total 8830 · City Dock Improvements					17,408.50	0.00	(17,408.50)
TOTAL					17,408.50	5,186.14	(12,222.36)

City of Afton
General Fd Streets, Rehab & Public Works - Detail by Account
January through December 2019

Type	Date	Num	Source Name	Memo	Amount
5820 · Gravel Road Maintenance					
Bill	04/30/2019	609	Tri-County Services (Streets, Other)	road grading	(760.00)
Bill	05/31/2019	189	Croixcavating	Class 5 to Trading Post Rd	(60.00)
Bill	05/31/2019	14531	Rumpca Excavating Inc	lime rock, C5	(135.27)
Bill	05/31/2019	620	Tri-County Services (Streets, Other)	road grade	(760.00)
Bill	06/26/2019	190	Croixcavating	Class 5 30th St	(50.00)
Bill	07/31/2019	192	Croixcavating	Carver park driveway, concrete curbs to 33th st	(135.00)
Bill	07/31/2019	639	Tri-County Services (Streets, Other)	road grader 60th oak green	(570.00)
Bill	07/31/2019	658	Tri-County Services (Streets, Other)	road grade 60th and trading post	(475.00)
Bill	07/31/2019	660	Tri-County Services (Streets, Other)	grade mount hope	(237.50)
Bill	08/31/2019	680	Tri-County Services (Streets, Other)	road grader 60th	(570.00)
Bill	08/31/2019	677	Tri-County Services (Streets, Other)	dump truck hauling gravel 60th	(1,330.00)
Bill	10/31/2019	706	Tri-County Services (Streets, Other)	gravel and grading trading post fix road by new development	(427.50)
Bill	11/30/2019	15031	Rumpca Excavating Inc	Mt Hope	(248.81)
Bill	12/31/2019	736	Tri-County Services (Streets, Other)	Road grader gravel	(807.50)
Total 5820 · Gravel Road Maintenance					(6,566.58)
5825 · Crackseal/Seal Coat/Shouldering					
Bill	07/31/2019	14710	Rumpca Excavating Inc	lime rock, C5	(103.61)
Bill	07/31/2019	14572	Rumpca Excavating Inc	lime rock, C5	(201.19)
Bill	07/31/2019	14744	Rumpca Excavating Inc	lime rock, C5, riprap classII thru IV	(866.80)
Bill	07/31/2019	653	Tri-County Services (Streets, Other)	dump truck with shouldering machine	(4,947.50)
Bill	07/31/2019	652	Tri-County Services (Streets, Other)	rip rap odell ave	(380.00)
Bill	08/31/2019	190831	Commercial Asphalt Company	MV4 Wear Rec	(634.79)
Bill	09/30/2019	14859	Rumpca Excavating Inc	lime rock, C5	(95.78)
Bill	09/30/2019	14902	Rumpca Excavating Inc	lime rock, C5	(2,913.50)
Bill	10/09/2019	693	Tri-County Services (Streets, Other)	Shouldering, dump truck, skid loader	(3,400.00)
Total 5825 · Crackseal/Seal Coat/Shouldering					(13,543.17)
5830 · Snow & Ice Control					
Bill	01/31/2019	578	Tri-County Services (Snow Ice)	Snow & Ice Control 1/17/19 to 2/5/19	(11,560.00)
Bill	02/28/2019	Snow Feb 2019	Jason Lee Johnson	Snow Removal 23.5 hours @ \$18	(423.00)
Bill	02/28/2019	10108	M.R.I.	Vacuum excavator with Crew - cleaned ice out of culvert	(750.00)
Bill	02/28/2019	587	Tri-County Services (Snow Ice)	Snow & Ice Control 2/6/19 to 2/28/19	(37,251.25)
Bill	03/31/2019	487878	Holst Excavating	Sand and Salt 35.23 @ \$39.00	(1,373.97)
Bill	03/31/2019	10113	M.R.I.	Vacuum excavator with Crew - cleaned ice out of culvert 3/1/19	(1,200.00)
Bill	03/31/2019	596	Tri-County Services (Snow Ice)	Snow & Ice Control 2/28/19 to 3/15/19	(12,835.00)
Bill	04/30/2019	155431	Wash Cty (Rd & Bridge)(Trans & Phys Dev)	snow & ice control 2019 sand and salt	(23,987.60)
Bill	04/30/2019	611	Tri-County Services (Snow Ice)	Snow & Ice Control 4/11 & 4/12	(3,485.00)
Bill	07/31/2019	158160	Wash Cty (Rd & Bridge)(Trans & Phys Dev)	sand and salt 4/9 & 4/29	(3,115.87)
Bill	09/18/2019	1916	Twin City Erosion Control, Inc	Liquid de ice applied 4/29/19 (invoice date)	(750.00)
Bill	10/31/2019	16784	Northern Salt, Inc	23.36 tons of salt @ \$125 plus \$150 delivery	(3,070.00)
Bill	10/31/2019	16786	Northern Salt, Inc	23.62 tons of salt @ \$125 plus \$150 delivery	(3,102.50)
Bill	10/31/2019	16787	Northern Salt, Inc	23.73 tons of salt @ \$125 plus \$150 delivery	(3,116.25)
Bill	10/31/2019	16788	Northern Salt, Inc	23.57 tons of salt @ \$125 plus \$150 delivery	(3,096.25)
Gene...	11/19/2019	PrepaidSalt		Prepaid Salt: 44% of Total \$12,385. 44% is 3 yr avg for Jan-Mar Sand & Salt	5,500.00
Bill	11/30/2019	62108	Great Rivers Printing	salt/sand stickers	(90.00)
Bill	11/30/2019	714	Tri-County Services (Snow Ice)	Snow & Ice Control 11/4 thru 12/3/19 120.75 hrs @ \$95	(11,471.25)
Bill	12/31/2019	737	Tri-County Services (Snow Ice)	Snow & Ice Control 12/4/19 thru 12/31/19 200.75 hrs @ \$95	(19,071.25)
Total 5830 · Snow & Ice Control					(134,249.19)

City of Afton
General Fd Streets, Rehab & Public Works - Detail by Account
January through December 2019

Type	Date	Num	Source Name	Memo	Amount
5835 - Surf Maint/Bit Patch/Sweeping					
Bill	03/31/2019	595	Tri-County Services (Streets, Other)	tar trailer pot hole patching	(1,615.00)
Bill	04/17/2019	in34221	City of Saint Paul	asphalt mix	(310.60)
Bill	04/30/2019	610	Tri-County Services (Streets, Other)	street sweeping	(3,600.00)
Bill	05/31/2019	621	Tri-County Services (Streets, Other)	street sweep	(160.00)
Bill	05/31/2019	617	Tri-County Services (Streets, Other)	skid loader & dump truck tar chunks oak green	(380.00)
Bill	07/31/2019	in35881	City of Saint Paul	asphalt mix	(811.80)
Bill	07/31/2019	638	Tri-County Services (Streets, Other)	pot holes 30th, 8th, valley creek	(3,632.50)
Bill	07/31/2019	659	Tri-County Services (Streets, Other)	gravel for oak green	(570.00)
Bill	08/31/2019	679	Tri-County Services (Streets, Other)	tar patch oakgreen ave	(2,000.00)
Bill	08/31/2019	676	Tri-County Services (Streets, Other)	skid loader final grade city hall	(850.00)
Bill	08/31/2019	675	Tri-County Services (Streets, Other)	skid loader class 5 stock pile and wash out	(570.00)
Bill	10/31/2019	710	Tri-County Services (Streets, Other)	skid loader and dump truck. Mt Hope	(878.75)
Total 5835 - Surf Maint/Bit Patch/Sweeping					(15,378.65)
5845 - Brush/Tree/Sod/Seed					
Bill	01/31/2019	577	Tri-County Services (Streets, Other)	Tree trimming, chipping and brushing: 40th to 30 street, 50th & Trading Post	(9,677.50)
Bill	03/31/2019	599	Tri-County Services (Streets, Other)	vac steam culverts: all trading post, river road, 42 street, 50 street	(3,552.50)
Bill	06/30/2019	3253064-00	County Materials Corporation	parking curb	(413.00)
Bill	06/30/2019	6686938	SavATree	Stump grinding: near park pavillion and south of Selma's	(170.00)
Bill	07/31/2019	6706332	SavATree	up hill west of 33rd st off of st croix trail	(700.00)
Bill	07/31/2019	640	Tri-County Services (Streets, Other)	trees down call out sheriff	(570.00)
Bill	07/31/2019	654	Tri-County Services (Streets, Other)	2 guys trying to find culvert river road with vac	(285.00)
Bill	07/31/2019	655	Tri-County Services (Streets, Other)	dump truck, skid steer, ditch work culvert, grade and seed	(1,140.00)
Bill	07/31/2019	661	Tri-County Services (Streets, Other)	ditch mow	(5,747.50)
Bill	08/31/2019	6693105	SavATree	Stump Grinding: NW corner of Park & south of Selma's	(480.00)
Bill	08/31/2019	674	Tri-County Services (Streets, Other)	Multiple dates and locations: bucket truck, chipper, brush mower	(20,520.00)
Bill	08/31/2019	673	Tri-County Services (Streets, Other)	Mow ditches	(5,177.50)
Bill	08/31/2019	672	Tri-County Services (Streets, Other)	Haul water blvd downtown afton	(500.00)
Bill	10/09/2019	694	Tri-County Services (Streets, Other)	Trees down. trading post, afton hills, 42nd st	(1,425.00)
Bill	10/31/2019	709	Tri-County Services (Streets, Other)	15th St Tree trim 10/14, brush chipper, brush hog valley creek	(4,500.00)
Bill	10/31/2019	707	Tri-County Services (Streets, Other)	drainage ditch 59th St, ditch odell, fix wash out on trading post, vac trading post culvert and ...	(2,080.00)
Deposit	11/18/2019	1101017298		Xcel Energy: Reimb for replacing 2 poles 1028 Indian Trl: Inv #103826101 Vendor ID 2001186	250.00
Bill	11/30/2019	7097631	SavATree	Remove basswood left side of maint gravel road at end of upper 34th St	(1,000.00)
Bill	11/30/2019	7097634	SavATree	Grind stump basswood left side of maint gravel road at end of upper 34th St	(170.00)
Total 5845 - Brush/Tree/Sod/Seed					(57,858.00)

City of Afton
General Fd Streets, Rehab & Public Works - Detail by Account
January through December 2019

Type	Date	Num	Source Name	Memo	Amount
5850 · Street Lighting					
Bill	01/31/2019	013119	Xcel Energy {EFT} (51-6223 9212)	Street Lighting Service	(121.18)
Bill	01/31/2019	013119	Xcel Energy {EFT} (51-11957 7713)	Acct No. 51-0011957771-3 : 3293 SAINT CROIX TRL S. Meter 7626901 Premises 304699626 Street Li...	(131.58)
Bill	02/28/2019	022819	Xcel Energy {EFT} (51-6223 9212)	Street Lighting Service	(0.63)
Bill	02/28/2019	022819	Xcel Energy {EFT} (51-11957 7713)	Acct No. 51-0011957771-3 : 3293 SAINT CROIX TRL S. Meter 7626901 Premises 304699626 Street Li...	(146.15)
Bill	03/31/2019	033119	Xcel Energy {EFT} (51-6223 9212)	Street Lighting Service	(62.02)
Bill	03/31/2019	033119	Xcel Energy {EFT} (51-11957 7713)	Acct No. 51-0011957771-3 : 3293 SAINT CROIX TRL S. Meter 7626901 Premises 304699626 Street Li...	(121.24)
Bill	04/30/2019	043019	Xcel Energy {EFT} (51-6223 9212)	Street Lighting Service	(60.87)
Bill	04/30/2019	043019	Xcel Energy {EFT} (51-11957 7713)	Acct No. 51-0011957771-3 : 3293 SAINT CROIX TRL S. Meter 7626901 Premises 304699626 Street Li...	(115.32)
Bill	05/31/2019	053119	Xcel Energy {EFT} (51-6223 9212)	Street Lighting Service	(61.35)
Bill	05/31/2019	053119	Xcel Energy {EFT} (51-11957 7713)	Acct No. 51-0011957771-3 : 3293 SAINT CROIX TRL S. Meter 7626901 Premises 304699626 Street Li...	(94.32)
Bill	06/30/2019	063019	Xcel Energy {EFT} (51-6223 9212)	Street Lighting Service	(60.85)
Bill	07/31/2019	073119	Xcel Energy {EFT} (51-6223 9212)	Street Lighting Service	(37.77)
Bill	07/31/2019	073119	Xcel Energy {EFT} (51-11957 7713)	Acct No. 51-0011957771-3 : 3293 SAINT CROIX TRL S. Meter 7626901 Premises 304699626 Street Li...	(28.99)
Bill	08/31/2019	083119	Xcel Energy {EFT} (51-6223 9212)	Street Lighting Service	(58.09)
Bill	08/31/2019	083119	Xcel Energy {EFT} (51-11957 7713)	Acct No. 51-0011957771-3 : 3293 SAINT CROIX TRL S. Meter 7626901 Premises 304699626 Street Li...	(70.62)
Bill	09/30/2019	093019	Xcel Energy {EFT} (51-6223 9212)	Street Lighting Service	(58.58)
Bill	09/30/2019	093019	Xcel Energy {EFT} (51-11957 7713)	Acct No. 51-0011957771-3 : 3293 SAINT CROIX TRL S. Meter 7626901 Premises 304699626 Street Li...	(76.16)
Bill	10/31/2019	655907910	Xcel Energy {EFT} (51-6223 9212)	Street Lighting Service	(117.53)
Bill	10/31/2019	103119	Xcel Energy {EFT} (51-6223 9212)	Street Lighting Service	(58.61)
Bill	10/31/2019	103119	Xcel Energy {EFT} (51-11957 7713)	Acct No. 51-0011957771-3 : 3293 SAINT CROIX TRL S. Meter 7626901 Premises 304699626 Street Li...	(84.01)
Bill	11/30/2019	113019	Xcel Energy {EFT} (51-11957 7713)	Acct No. 51-0011957771-3 : 3293 SAINT CROIX TRL S. Meter 7626901 Premises 304699626 Street Li...	(104.89)
Bill	12/31/2019	123119	Xcel Energy {EFT} (51-11957 7713)	Acct No. 51-0011957771-3 : 3293 SAINT CROIX TRL S. Meter 7626901 Premises 304699626 Street Li...	(89.41)
Bill	12/31/2019	123119	Xcel Energy {EFT} (51-6223 9212)	Street Lighting Service	(50.28)
Total 5850 · Street Lighting					(1,810.45)
5860 · Signs & Signals					
Bill	01/31/2019	190104	Safety Signs, LLC	Traffic Signs	(3,900.00)
Bill	03/31/2019	602	Tri-County Services (Streets, Other)	pick up road closed signs	(95.00)
Bill	04/30/2019	10-952314	Econo Signs	Signs	(227.90)
Bill	05/31/2019	10-952806	Econo Signs	Signs	(183.06)
Bill	05/31/2019	623	Tri-County Services (Streets, Other)	installation of ballards	(1,950.00)
Bill	06/26/2019	10-953378	Econo Signs	Signs	(547.62)
Bill	07/31/2019	trfinv013593	Newman Traffic Signs	Various signs	(403.01)
Gene...	08/31/2019	ParkSigns	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B...	Reclass \$2,000 of Park related signs to Park Reserve Fund	2,000.00
Bill	09/30/2019	trfinv015289	Newman Traffic Signs	Various signs	(1,793.89)
Bill	10/31/2019	708	Tri-County Services (Streets, Other)	Bollards installation	(2,000.00)
Total 5860 · Signs & Signals					(9,100.48)

01/15/20

City of Afton
General Fd Streets, Rehab & Public Works - Detail by Account
 January through December 2019

Type	Date	Num	Source Name	Memo	Amount
5870 - Other Road Maintenance					
Bill	01/30/2019	9000156	Gopher State One Call	2019 Facility Operator Fee	(50.00)
Bill	01/31/2019	8120154	Gopher State One Call	Cafton01 FTP Tickets	(2.70)
Bill	01/31/2019	9010157	Gopher State One Call	Cafton01 FTP Tickets	(2.70)
Bill	03/31/2019	95746	Menards - Hudson	pothole patch	(15.78)
Bill	03/31/2019	9030162	Gopher State One Call	Cafton01 FTP Tickets	(1.35)
Bill	04/30/2019	040163	Gopher State One Call	Cafton01 FTP Tickets	(16.20)
Gene...	05/15/2019	PRExpReimb		Ken Johnson fuel	(85.43)
Bill	05/31/2019	9050164	Gopher State One Call	Cafton01 FTP Tickets	(20.25)
Bill	06/30/2019	9060164	Gopher State One Call	Cafton01 FTP Tickets	(20.25)
Bill	06/30/2019	2762	Menards - Hudson	safety cone	(274.68)
Bill	06/30/2019	109847366	Uline	reflective bollard sleeve	(432.00)
Bill	07/31/2019	9070164	Gopher State One Call	Cafton01 FTP Tickets	(9.45)
Bill	07/31/2019	657	Tri-County Services (Streets, Other)	put out barriers and signs odell and trading post	(1,000.00)
Bill	08/31/2019	9080164	Gopher State One Call	Cafton01 FTP Tickets	(8.10)
Bill	09/30/2019	9090164	Gopher State One Call	Cafton01 FTP Tickets	(32.40)
Bill	10/31/2019	9100164	Gopher State One Call	Cafton01 FTP Tickets	(14.85)
Bill	11/30/2019	9110164	Gopher State One Call	Cafton01 FTP Tickets	(6.75)
Bill	12/31/2019	9120165	Gopher State One Call	Cafton01 FTP Tickets	(6.75)
Total 5870 - Other Road Maintenance					(1,999.64)
5920 - Repair & Maint Equipment					
Bill	01/31/2019	w68100	Frontier Ag & Turf (New Richmond)	Lawn Mower 749	(212.57)
Bill	03/31/2019	w69792	Frontier Ag & Turf (New Richmond)	Snowblower 54 inch	(435.76)
Bill	04/17/2019	w70455	Frontier Ag & Turf (New Richmond)	lawn mower x749	(378.20)
Bill	04/17/2019	w70454	Frontier Ag & Turf (New Richmond)	tractor 4700	(314.46)
Bill	05/31/2019	w28638	Frontier Ag & Turf (Hastings)	Repair Tractor 4700	(549.67)
Bill	07/31/2019	w72620	Frontier Ag & Turf (New Richmond)	lawn mower with 54 x749	(868.28)
Bill	07/31/2019	w73797	Frontier Ag & Turf (New Richmond)	Z950M 60 in	(135.24)
Bill	07/31/2019	w73798	Frontier Ag & Turf (New Richmond)	Lawn mower x749 54 in	(119.29)
Bill	08/31/2019	75552	All Seasons Rental	Equipment supplies	(59.80)
Bill	09/30/2019	76911	All Seasons Rental	Equipment supplies	(44.48)
Bill	10/31/2019	w75078	Frontier Ag & Turf (New Richmond)	Lawn mower x749 54 in	(199.49)
Bill	11/30/2019	w76173	Frontier Ag & Turf (New Richmond)	Lawn mower x749 54 in	(74.81)
Bill	12/31/2019	w76815	Frontier Ag & Turf (New Richmond)	Lawn mower x749 54 in	(885.73)
Total 5920 - Repair & Maint Equipment					(4,277.78)
5925 - Fuel & Lubricants					
Gene...	04/22/2019	Petty Cash		Petty Cash Activity 01/16/19 thru 04/22/19	(45.08)
Gene...	10/08/2019	Petty Cash		Petty Cash Activity 04/8/19 thru 10/8/19	(461.19)
Total 5925 - Fuel & Lubricants					(506.27)
TOTAL					(245,290.21)

Q4

City of Afton
Customer Receipts and Other Deposits - Sorted by Account
 December 2019

Type	Date	Num	Name	Memo	Class	Debit	Credit
100 · 4M 101/USB 2934 - General Fund							
Deposit	12/13/2019			Fines&Fees		1,310.68	
Deposit	12/17/2019			Deposit		80,000.00	
Deposit	12/17/2019			Deposit		2,523.00	
Deposit	12/26/2019			Pera MV Ag		5,574.90	
Total 100 · 4M 101/USB 2934 - General Fund						89,408.58	0.00
2001 · Permit Escrow & Fees							
Payment	12/17/2019	5195	Biagini, Sue Ellen Z19-42 15904 Aft Blvd	Variance Escrow: Biagini, Sue Ellen Z19-42 15904 Aft Blvd			600.00
Payment	12/17/2019	5195	Biagini, Sue Ellen Z19-42 15904 Aft Blvd	Variance Fee Pymt: Biagini, Sue Ellen Z19-42 15904 Aft Blvd			250.00
Total 2001 · Permit Escrow & Fees						0.00	850.00
2120 · Building Surcharges Payable							
2121 · Afton Bldg Surcharges Payable							
Sales Rece...	12/17/2019	B19-230	100 Gen'l Fd:A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:Anderson, Kevin 1397 50th St S		1.00
Sales Rece...	12/17/2019	B19-22x	100 Gen'l Fd:A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:Stiff, David 15577 42th St S		21.00
Sales Rece...	12/17/2019	B19-227	100 Gen'l Fd:A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:Stiff, David 15577 42th St S		1.00
Sales Rece...	12/17/2019	B19-229	100 Gen'l Fd:A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:Lang Builders 1028 Indian Trl P		6.00
Sales Rece...	12/17/2019	B19-231	100 Gen'l Fd:A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:Spiel, Jeff 2900 Stagecoach Trl		1.00
Total 2121 · Afton Bldg Surcharges Payable						0.00	30.00
Total 2120 · Building Surcharges Payable						0.00	30.00
4023 · Fees Sanitary Sewer Oper							
Deposit	12/17/2019	18363	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Larson			50.00
Deposit	12/17/2019	5185	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Holz			35.00
Deposit	12/17/2019	995002	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Shosten			50.00
Deposit	12/17/2019	6660	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Palmquist			50.00
Deposit	12/17/2019	45411301	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Memorial Lutheran Church			50.00
Deposit	12/17/2019	995138	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Thompson			50.00
Deposit	12/17/2019	14063	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Bulger			35.00
Deposit	12/17/2019	7000	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Langstraat			35.00
Deposit	12/17/2019	45894776	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Cooper			35.00
Deposit	12/17/2019	2167	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Durkopp			35.00
Total 4023 · Fees Sanitary Sewer Oper						0.00	425.00
4112 · PERA Aid							
Deposit	12/26/2019	122619	100 Gen'l Fd:A. Rev:A02 Intergovernmental Revenue:4112 PE...	2nd Half 2019 PERA Aid			317.00
Total 4112 · PERA Aid						0.00	317.00
4175 · Ag Preserve Credit							
Deposit	12/26/2019	122619	100 Gen'l Fd:A. Rev:A02 Intergovernmental Revenue:4175 Ag...	2nd Half 2019 MV Ag Credit			5,073.74
Deposit	12/26/2019	122619	100 Gen'l Fd:A. Rev:A02 Intergovernmental Revenue:4175 Ag...	Prior Years MV Ag Credit			184.16
Total 4175 · Ag Preserve Credit						0.00	5,257.90
4300 · County Fines & Fees							
Deposit	12/13/2019	308	100 Gen'l Fd:A. Rev:A04 Fines & Forfeitures:4300 Cty Fines &...	MN Dept of Finance: Wash Cty Fines and Fees Nov19			1,310.68
Total 4300 · County Fines & Fees						0.00	1,310.68
4400 · Afton Bldg Inspection Fees							
Sales Rece...	12/17/2019	B19-230	100 Gen'l Fd:A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Anderson, Kevin 1397 50th St S		109.00
Sales Rece...	12/17/2019	B19-22x	100 Gen'l Fd:A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Stiff, David 15577 42th St S		693.00
Sales Rece...	12/17/2019	B19-227	100 Gen'l Fd:A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Stiff, David 15577 42th St S		109.00
Sales Rece...	12/17/2019	B19-229	100 Gen'l Fd:A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Lang Builders 1028 Indian Trl P		198.00
Sales Rece...	12/17/2019	B19-231	100 Gen'l Fd:A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Spiel, Jeff 2900 Stagecoach Trl		109.00
Total 4400 · Afton Bldg Inspection Fees						0.00	1,218.00
4853 · County Share Dwntrwn/Septic Proj							
Deposit	12/17/2019	489982	805 City InfraStructure Imp Fd:A. Rev:4853 County Share Dw...	Wash Cty: Additional 2019 Share of Downtown Projects: Inv #05-2019			80,000.00

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City of Afton
Customer Receipts and Other Deposits - Sorted by Account
December 2019

Type	Date	Num	Name	Memo	Class	Debit	Credit
						0.00	80,000.00
Total 4853 - County Share Dwtwn/Septic Proj							
TOTAL						89,408.58	89,408.58

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City of Afton
Building Inspection Fees by Account - Detail Afton
 January through December 2019

Date	Num	Valuation/Memo	Class	Class	Amount
Jan 19					
01/22/2019	B19-02	na	mech	Afton Bldg Insp Fees:Weed, katherine & George 15895	109.00
01/22/2019	B19-03	na	mech	Afton Bldg Insp Fees:Morri, Jake & Jenn 1073 Indian	109.00
01/22/2019	B19-01	\$14,500	Plumb	Afton Bldg Insp Fees:Lang Builders 1073 Indian Trl P	247.50
01/22/2019	B18-207	\$19,637	mech	Afton Bldg Insp Fees:Wipperfurth, Casandra & Joel 43	330.00
01/24/2019	B19-05	na	mech	Afton Bldg Insp Fees:Bibritsch Family Trust 15677 Af	109.00
01/24/2019	B19-04	\$90,000	Garage	Afton Bldg Insp Fees:Bailey, Steve 14701 42nd St S	1,485.00
					2,389.50
Jan 19					
Feb 19					
02/28/2019	B19-16	na	bldg	Afton Bldg Insp Fees:Stransky, Jerome 14220 15th St	109.00
02/28/2019	B19-17	na	bldg	Afton Bldg Insp Fees:Agen, Jeff & Jennifer 1023 Indi	109.00
02/28/2019	B19-12	\$18,000	bldg	Afton Bldg Insp Fees:Larson, Trevor & Greta 989 Indi	297.00
02/28/2019	B19-10	\$250,000	SFD	Afton Bldg Insp Fees:Distinctive 12234 Meadow Bluff	4,950.00
02/28/2019	B19-08	\$690,000	SFD	Afton Bldg Insp Fees:Wandschneider, ToddSarah 15356	11,385.00
02/28/2019	B19-20	na	bldg	Afton Bldg Insp Fees:Anderson, Paul; 14935 45th St S	109.00
02/28/2019	B19-06	na	mech	Afton Bldg Insp Fees:Sales, Greg 15196 Aft Hills Dr	109.00
02/28/2019	B19-07	na	mech	Afton Bldg Insp Fees:Hager, Dean 2903 Nybeck Av S	109.00
02/28/2019	B19-14	na	mech	Afton Bldg Insp Fees:Lang Builders 1073 Indian Trl P	109.00
02/28/2019	B19-13	na	mech	Afton Bldg Insp Fees:Lang Builders 1073 Indian Trl P	109.00
02/28/2019	B19-15	na	mech	Afton Bldg Insp Fees:Inspiri Design 16100 45th St	54.00
02/28/2019	B19-18	na	mech	Afton Bldg Insp Fees:Boomer, George 615 Indian Tr S	109.00
02/28/2019	B19-19	na	mech	Afton Bldg Insp Fees:Corcoran, William 13404 15th St	109.00
					17,667.00
Feb 19					
Mar 19					
03/25/2019	B19-32	na	Remodel	Afton Bldg Insp Fees:Peine, Mark 571 Neal Av S	109.00
03/25/2019	B19-30	\$105,000	Remodel	Afton Bldg Insp Fees:Morris, John 3250 Pennington Av	1,732.50
03/25/2019	B19-28	\$25,200	Garage	Afton Bldg Insp Fees:Niswanger 2770 Trading Pst Trl	412.50
03/25/2019	B19-26	na	windows, door	Afton Bldg Insp Fees:Denny, John 14505 50th St S	109.00
03/25/2019	B19-25	na	bldg	Afton Bldg Insp Fees:Wade, James & Marj 13506 Vly Cr	109.00
03/25/2019	B19-22	na	bldg	Afton Bldg Insp Fees:McDowell, Erin 15601 36th St S	109.00
03/25/2019	B19-31	na	mech	Afton Bldg Insp Fees:Leasure, Mark & Scaramuzzp, Tin	54.00
03/25/2019	B19-27	na	mech	Afton Bldg Insp Fees:Hinz, Tom 4787 Manning Av S	109.00
03/25/2019	B19-21	na	mech	Afton Bldg Insp Fees:Afton Hist Mus 3165 St Cr Trl S	109.00
03/25/2019	B19-29	na	plumb	Afton Bldg Insp Fees:Lantz, Fontaine 1801 Manning Av	109.00
03/25/2019	B19-23	na	plumb	Afton Bldg Insp Fees:Bibritsch Family Trust 15677 Af	109.00
					3,071.00
Mar 19					
Apr 19					
04/17/2019	B19-53	na	bldg	Afton Bldg Insp Fees:Jordan, Jim 15120 42nd St	109.00
04/17/2019	B19-51	na	bldg	Afton Bldg Insp Fees:O'Gorman, Frank 2451 Stagecoach	109.00
04/17/2019	B19-52	na	bldg	Afton Bldg Insp Fees:Wilcox, Linda 5628 Trading Pst	109.00
04/17/2019	B19-48	na	bldg	Afton Bldg Insp Fees:Anderson, Gary 623 Neal Av S	109.00
04/17/2019	B19-49	\$500,000	New SFD	Afton Bldg Insp Fees:Amaris Homes 2158 Oakgreen Av S	8,250.00
04/17/2019	B19-24	422,000	new SFD	Afton Bldg Insp Fees:Coulter, Amy 14460 15th St Circ	6,963.00

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City of Afton
Building Inspection Fees by Account - Detail Afton
 January through December 2019

Date	Num	Valuation/Memo	Class	Class	Amount
04/17/2019	B19-40	na	bldg	Afton Bldg Insp Fees:Masiowski, Mike 13695 Tomahawk	109.00
04/17/2019	B19-39	\$200,000	Remodel	Afton Bldg Insp Fees:Cook, Vega & Eric 3787 St Crx T	3,300.00
04/17/2019	B19-37	na	bldg	Afton Bldg Insp Fees:Husebye, David 5830 Osgood	109.00
04/17/2019	B19-35	na	bldg	Afton Bldg Insp Fees:Hartigan, Michael 14480 32nd St	109.00
04/17/2019	B19-36	na	bldg	Afton Bldg Insp Fees:Haskins, Sally 4500 River Rd S	109.00
04/17/2019	B19-47	\$13,634	mech	Afton Bldg Insp Fees:Distinctive 12234 Meadow Bluff	231.00
04/17/2019	B19-46	\$18,852	mech	Afton Bldg Insp Fees:Winters-Bursack 2771 Nybeck Av	313.50
04/17/2019	B19-44	\$23,475	mech	Afton Bldg Insp Fees:Wandschneider, ToddSarah 15356	396.00
04/17/2019	B19-45	\$25,291	mech	Afton Bldg Insp Fees:Wandschneider, ToddSarah 15356	429.00
04/17/2019	B19-43	na	mech	Afton Bldg Insp Fees:Larson, Greta 989 Indian Tr S	109.00
04/17/2019	B19-41	na	mech	Afton Bldg Insp Fees:Lantz, Fontaine 1801 Manning Av	109.00
04/17/2019	B19-33	na	mech	Afton Bldg Insp Fees:Whittall, Nicholas & Meredith 1	109.00
04/17/2019	B19-34	na	mech	Afton Bldg Insp Fees:Christenson, Tom 1688 Strawber	109.00
04/17/2019	B19-38	na	mech	Afton Bldg Insp Fees:Morris, John 3250 Pennington Av	109.00
04/17/2019	B19-54	na	plumb	Afton Bldg Insp Fees:Boomer, George 615 Indian Tr S	54.00
04/17/2019	B19-42	\$10,000	plumb	Afton Bldg Insp Fees:Anel, Jon 12234 Meadow Bluff Tr	198.00
04/17/2019	B19-50	na	plumb	Afton Bldg Insp Fees:Snelling, Matt 3465 St Crx Trl	109.00
04/23/2019	B19-55	na	plumb	Afton Bldg Insp Fees:Boisjoli 15489 45th St S	109.00
04/23/2019	B19-57	na	mech	Afton Bldg Insp Fees:Morris, John 3250 Pennington Av	109.00
04/23/2019	B19-56	na	mech	Afton Bldg Insp Fees:Aronson, Steve 15248 Afton Hill	109.00
04/30/2019	B19-58	\$113,069	pole bldg	Afton Bldg Insp Fees:Narducci, Gary 3475 Neal Av	825.00
04/30/2019	B19-62	\$13,250	reroof	Afton Bldg Insp Fees:Williams, Elise 5515 Osgood Av	109.00
04/30/2019	B19-61	\$21,829	windows	Afton Bldg Insp Fees:Amaral, Jim 5380 O'Dell Av	109.00
04/30/2019	B19-60	\$6,000	remodel	Afton Bldg Insp Fees:Haukland, Roger 5333 Manning Av	109.00
04/30/2019	B19-59	na	mech	Afton Bldg Insp Fees:Osborn, Jay 3850 Oak Green Av S	109.00
04/30/2019	B19-63	na	deck	Afton Bldg Insp Fees:Ostertag, Darin & Nicole 12070	109.00
04/30/2019	B19-65	\$5,910	bldg	Afton Bldg Insp Fees:McDowell, Erin 15601 36th St S	109.00
04/30/2019	B19-64	\$5,217	Bldg	Afton Bldg Insp Fees:Wurzer, Cathy 15677 Afton Blvd	109.00
04/30/2019	B19-66	\$10,780	reroof	Afton Bldg Insp Fees:Flicker, Tom 5665 Osgood Av S	109.00
04/30/2019	B19-68	\$9,676	reroof	Afton Bldg Insp Fees:Novolony, Tony 13406 10th St S	109.00
04/30/2019	B19-67	\$86,500	remodel	Afton Bldg Insp Fees:Osborn, Jay 3850 Oak Green Av S	1,419.00
04/30/2019	B19-69	\$50,000	remodel	Afton Bldg Insp Fees:Staples, Thomas 14040 30th St S	109.00
04/30/2019	B19-72	\$4,270	mech	Afton Bldg Insp Fees:Haglund, Dave 593 Neal Av S	54.00
04/30/2019	B19-71	\$25,675	bldg	Afton Bldg Insp Fees:Canas, Jose 12701 2nd St S	412.50
04/30/2019	B19-70	\$15,000	mech	Afton Bldg Insp Fees:Stiff, David 15577 42th St S	109.00
Apr 19					25,897.00
May 19					
05/28/2019	B19-73	\$400	HVAC	Afton Bldg Insp Fees:Kittel, Dave 13637 50th St S	54.00
05/28/2019	B19-75	\$14,000	reroof	Afton Bldg Insp Fees:Boyum, John 2322 Trading Post T	109.00
05/28/2019	B19-76	\$9,000	Deck	Afton Bldg Insp Fees:Wynne 3396 Neal Av S	165.00
05/28/2019	B19-78	\$13,000	reroof	Afton Bldg Insp Fees:Boisjoli 15489 45th St S	109.00
05/28/2019	B19-79	\$50,000	Pool	Afton Bldg Insp Fees:Agnessi, Mark 14255 East Oakgre	109.00
05/28/2019	B19-81	\$170,000	addition	Afton Bldg Insp Fees:Johnson, Ken 3752 River Rd S	2,805.00
05/28/2019	B19-82	\$17,000	remodel	Afton Bldg Insp Fees:Moys, John 15339 Afton Hills Dr	280.50
05/28/2019	B19-84	\$400,000	remodel, addition	Afton Bldg Insp Fees:Gasser, Tom 4220 River Rd S	6,600.00
05/28/2019	B19-74	\$3,100	mech	Afton Bldg Insp Fees:Dorgan, Steve & Krista 4723 Par	54.00

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City of Afton
Building Inspection Fees by Account - Detail Afton
 January through December 2019

Date	Num	Valuation/Memo	Class	Class	Amount
05/28/2019	B19-86	\$1,000	mch	Afton Bldg Insp Fees:Staples, Thomas 14040 30th St S	109.00
05/28/2019	B19-80	\$9,875	plumb	Afton Bldg Insp Fees:Osborn, Jay 3850 Oak Green Av S	165.00
May 19					10,559.50
Jun 19					
06/17/2019	B19-91	\$4,518	bldg	Afton Bldg Insp Fees:Seebergert, Michael 135 Croixvi	109.00
06/17/2019	B19-87	\$19,000	bldg	Afton Bldg Insp Fees:Kadrie, Julie 4390 Partridge Cr	313.50
06/17/2019	B19-88	\$4,000	mch	Afton Bldg Insp Fees:Ross, John 4840 Pleasant Ct S	54.00
06/17/2019	B19-89	\$8,122	mch	Afton Bldg Insp Fees:Redinger, David 4374 Partridge	109.00
06/17/2019	B19-90	\$16,000	mch	Afton Bldg Insp Fees:Weilandt, Karl & Shannon 13663	109.00
06/17/2019	B19-94	\$8,495	mch	Afton Bldg Insp Fees:Gillman, Kathleen 3396 Neal Av	54.00
06/17/2019	B19-95 96	\$18,000	mch	Afton Bldg Insp Fees:Amaris Homes 2158 Oakgreen Av S	297.00
06/17/2019	B19-92	\$15,000	plumb	Afton Bldg Insp Fees:Pruban, Raymond 2158 Oakgreen A	247.50
06/17/2019	B19-93	\$500	plumb	Afton Bldg Insp Fees:Stiff, David 15577 42th St S	54.00
Jun 19					1,347.00
Jul 19					
07/02/2019	B19-106	\$21,350	Bldg	Afton Bldg Insp Fees:Hase, Erin 12390 8th St Ct	330.00
07/02/2019	B19-105	\$576,861	SFD	Afton Bldg Insp Fees:Bursack, Chris & Winte, Heidi 2	9,570.00
07/02/2019	B19-104	\$8,000	Bldg	Afton Bldg Insp Fees:Nichols, Dale 15685 St Crx Trl	109.00
07/02/2019	B19-107	\$27,155	bldg	Afton Bldg Insp Fees:Windmill Marina 16052 32nd St	445.50
07/02/2019	B19-103	\$958,000	SFD	Afton Bldg Insp Fees:Knuth, Steve & Jennifer 2249 Ne	15,840.00
07/02/2019	B19-97	\$80,000	bldg	Afton Bldg Insp Fees:Sanford, Martha 762 Stagecoach	1,080.00
07/02/2019	B19-99	\$80,000	bldg	Afton Bldg Insp Fees:Hartman, Todd 15081 50th St	1,320.00
07/02/2019	B19-100	\$12,000	bldg	Afton Bldg Insp Fees:Hlavacek, Doug 1010 Stagecoach	109.00
07/02/2019	B19-101	\$15,200	bldg	Afton Bldg Insp Fees:Kopitzke, Ken 4248 Odell	247.50
07/02/2019	B19-108	\$7,600	mch	Afton Bldg Insp Fees:Santore, David 13901 Tomahawk	109.00
07/02/2019	B19-102	\$40,000	plumb	Afton Bldg Insp Fees:Knuth, Steve & Jennifer 2249 Ne	660.00
07/02/2019	B19-98	\$2,236	plumb	Afton Bldg Insp Fees:Doherty, Sally 13575 40th St S	54.00
07/31/2019	B19-114	\$13,750	bldg	Afton Bldg Insp Fees:Kassenborg, Heidi 14141 44th St	231.00
07/31/2019	B19-111	\$27,200	bldg	Afton Bldg Insp Fees:Stagg, Leann 15851 Afton Hills	445.50
07/31/2019	B19-109	\$10,000	mch	Afton Bldg Insp Fees:Narducci, Gary 3475 Neal Av	109.00
07/31/2019	B19-112	\$19,875	mch	Afton Bldg Insp Fees:Coulter, Amy 14460 15th St Circ	330.00
07/31/2019	B19-113	\$2,500	plumb	Afton Bldg Insp Fees:McGinn, Kate 250 Indian Trl	109.00
07/31/2019	B19-135	\$30,000	bldg	Afton Bldg Insp Fees:Frost, George 1395 Neal Av	495.00
07/31/2019	B19-121	\$3,631	bldg	Afton Bldg Insp Fees:Fesier, Nancy 4627 River Rd S	109.00
07/31/2019	B19-118	\$6340	bldg	Afton Bldg Insp Fees:Kunz, Cathy Ganz 12694 50th St	109.00
07/31/2019	B19-115	\$39,000	bldg	Afton Bldg Insp Fees:McGinn, Kate 250 Indian Trl	109.00
07/31/2019	B19-117	\$6,984	bldg	Afton Bldg Insp Fees:Arends, Debbie 14682 Aft Blvd S	109.00
07/31/2019	B19-122	\$39,000	bldg	Afton Bldg Insp Fees:Hulton, John 15220 Aft Hills Dr	647.00
07/31/2019	B19-19	\$28,500	bldg	Afton Bldg Insp Fees:Truman, Jen 1674 Quant Av S	462.00
07/31/2019	B19-125	\$29,848	bldg	Afton Bldg Insp Fees:Kopitzke, Ken 4248 Odell	109.00
07/31/2019	B19-128	\$48,000	bldg	Afton Bldg Insp Fees:Morehead, Mike & Barbara 1940 Q	792.00
07/31/2019	B19-124	\$36,700	bldg	Afton Bldg Insp Fees:Dahl, Kathy 16100 45th St S	610.50
07/31/2019	B19-110	\$20,000	bldg	Afton Bldg Insp Fees:Stagg, Leann 15851 Afton Hills	330.00
07/31/2019	B19-133	\$15,000	bldg	Afton Bldg Insp Fees:Sorenson, Lyle 15707 Aft Hills	247.50

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City of Afton
Building Inspection Fees by Account - Detail Afton
 January through December 2019

Date	Num	Valuation/Memo	Class	Class	Amount
07/31/2019	B19-132	\$5,468	bldg	Afton Bldg Insp Fees:Cooper, Matt 3904 River Rd S	109.00
07/31/2019	B19-131	\$17,200	bldg	Afton Bldg Insp Fees:Lambert, Mary 1980 Neal Av S	109.00
07/31/2019	B19-123	\$1,500	mech	Afton Bldg Insp Fees:Custom One Homes 2771 Nybeck Av	109.00
07/31/2019	B19-126	\$2,000	mech	Afton Bldg Insp Fees:Lindquist, Lonny 12390 8th St C	109.00
07/31/2019	B19-127	\$5,200	mech	Afton Bldg Insp Fees:Tix, Katy 13720 34th St S	55.00
07/31/2019	B19-129	\$8,789	mech	Afton Bldg Insp Fees:Yurek, Leo 4723 River Rd	109.00
07/31/2019	B19-130	\$500	plumb	Afton Bldg Insp Fees:Anderson, Scott 3190 Perrot Av	54.00
07/31/2019	B19-120	\$2,500	plumb	Afton Bldg Insp Fees:Stagg, Leann 15851 Afton Hills	109.00
07/31/2019	B19-134	\$9,000	plumb	Afton Bldg Insp Fees:Johnson, Ken 3752 River Rd S	109.00
Jul 19					36,099.50
Aug 19					
08/26/2019	B19-157	\$28,542	Bldg	Afton Bldg Insp Fees:Leplavy, David 5458 Trading Pst	109.00
08/26/2019	B19-137	\$15,000	Bldg	Afton Bldg Insp Fees:Cook, Vega & Eric 3787 St Crx T	247.50
08/26/2019	B19-138	\$850,000	New SFD	Afton Bldg Insp Fees:Olsen, Tim & Shelby 14649 32nd	14,025.00
08/26/2019	B19-140	\$70,000	Bldg	Afton Bldg Insp Fees:Klima, Charles 2598 Stagecoach	1,155.00
08/26/2019	B19-149	na	bldg	Afton Bldg Insp Fees:Johnson, Brad 3456 Nybeck Av S	109.00
08/26/2019	B19-150	\$34,000	bldg	Afton Bldg Insp Fees:Thompson, Nathan & Nicole 13769	577.50
08/26/2019	B19-152	\$21,840	bldg	Afton Bldg Insp Fees:Enos, Becky & Walker, Patricia	363.00
08/26/2019	B19-153	\$22,000	bldg	Afton Bldg Insp Fees:Bean, Robert 5520 St Croix Tr S	415.00
08/26/2019	B19-155	\$12,545	bldg	Afton Bldg Insp Fees:Leekley, Nan 5045 Quadrant Av	214.50
08/26/2019	B19-151	\$20,000	bldg	Afton Bldg Insp Fees:Oakes, David & Sandra 12380 8th	330.00
08/26/2019	B19-156	\$5,000	bldg	Afton Bldg Insp Fees:Wade, James & Marj 13506 Vly Cr	109.00
08/26/2019	B19-145	\$4,300	mech	Afton Bldg Insp Fees:Maynard, Paul & Robin 13233 Hud	54.00
08/26/2019	B19-144	\$8,920	mech	Afton Bldg Insp Fees:Brower, Charles 1784 Stagecoach	109.00
08/26/2019	B19-143	\$895	mech	Afton Bldg Insp Fees:Oakes, David & Sandra 12380 8th	109.00
08/26/2019	B19-154	\$8,500	mech	Afton Bldg Insp Fees:Ramsden, William 14001 Valley C	109.00
08/26/2019	B19-158	\$6,450	mech	Afton Bldg Insp Fees:Sales, Greg 15196 Aft Hills Dr	109.00
08/26/2019	B19-146	\$16,910	plumb	Afton Bldg Insp Fees:Gasser, Tom 4220 River Rd S	280.50
08/26/2019	B19-139	\$12,000	plumb	Afton Bldg Insp Fees:3787 St Croix Tr S	109.00
08/26/2019	B19-141	\$24,000	plumb	Afton Bldg Insp Fees:Custom One Homes 2771 Nybeck Av	396.00
08/26/2019	B19-142	na	Sewer Hookup	Expenses (Dev Exp):Memorial Lutheran Church	109.00
08/26/2019	B19-136	\$6,800	Sewer hookup	Afton Bldg Insp Fees:Brasel, Jean 3175 Perro Av N	109.00
Aug 19					19,148.00
Sep 19					
09/10/2019	B19-159	\$8,205	bldg	Afton Bldg Insp Fees:Hannanan, Jack 14515 32nd St	109.00
09/10/2019	B19-160	\$24,000	bldg	Afton Bldg Insp Fees:Koch, Ehrick 14041 Valley Cr Tr	109.00
09/10/2019	B19-164	\$18,322	bldg	Afton Bldg Insp Fees:Eisinger, Richard 15843 45th St	109.00
09/10/2019	B19-163	\$23,683	bldg	Afton Bldg Insp Fees:Seftick, Dan 12903 3rd St	109.00
09/10/2019	B19-162	\$7,782	mech	Afton Bldg Insp Fees:Smillie, Erin 14719 Hudson Rd S	109.00
09/17/2019	B19-166	\$35,000	bldg	Afton Bldg Insp Fees:Whitman, Doug & Patty 543 Stage	577.50
09/17/2019	B19-167	\$5,300	bldg	Afton Bldg Insp Fees:Hlavacek, Doug 1010 Stagecoach	109.00
09/17/2019	B19-169	\$10,000	bldg	Afton Bldg Insp Fees:Springer, Greg 4340 Penfield Av	109.00
09/17/2019	B19-171	\$14,000	bldg	Afton Bldg Insp Fees:Barton, Roger 13035 Val Crk Trl	109.00
09/17/2019	B19-172	\$5,840	mech	Afton Bldg Insp Fees:Blumenstein, Raquel 4771 St Crx	54.00

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City of Afton
Building Inspection Fees by Account - Detail Afton
 January through December 2019

Date	Num	Valuation/Memo	Class	Class	Amount
09/17/2019	B19-170	\$5,015	mech	Afton Bldg Insp Fees:Dickes, Bill & Jan 14708 57th S	109.00
09/17/2019	B19-168	\$12,463	mech	Afton Bldg Insp Fees:Fischer, Laura 14071 15th St S	109.00
09/17/2019	B19-165	\$500	mech	Afton Bldg Insp Fees:Klein, Robert 13923 W Oakgreen	54.00
Sep 19					1,775.50
Oct 19					
10/10/2019	B19-174	\$500	plumb	Afton Bldg Insp Fees:Pauley, David 12937 3rd St	54.00
10/10/2019	B19-173	\$2,000	mech	Afton Bldg Insp Fees:15196 Afton Hills Dr S	110.00
10/10/2019	B19-175	\$28,400	bdg	Afton Bldg Insp Fees:Palmer, Margaret 4357 Pasture R	495.00
10/10/2019	B19-176	\$25,000	bdg	Afton Bldg Insp Fees:Knuth, Steve & Jennifer 2249 Ne	109.00
10/10/2019	B19-177	\$7,000	bdg	Afton Bldg Insp Fees:Johnson, Ken 3752 River Rd S	109.00
10/10/2019	B19-178	\$27,875	bdg	Afton Bldg Insp Fees:Lenander, Duane & Jennifer 1246	462.00
10/10/2019	B19-180	\$18,980	mech	Afton Bldg Insp Fees:Olsen, Tim & Shelby 14649 32nd	330.00
10/10/2019	B19-179	\$12,860.40	bdg	Afton Bldg Insp Fees:Bibritsch Family Trust 15677 Af	231.00
10/10/2019	B19-182	\$24,100	bdg	Afton Bldg Insp Fees:Schnarr, Steve 4504 Parsons Ct	109.00
10/10/2019	B19-183	\$5,000	bdg	Afton Bldg Insp Fees:Morehead, Mike & Barbara 1940 Q	109.00
10/10/2019	B19-184	\$3,500	plumb	Afton Bldg Insp Fees:Blagini, Sue E 15904 Aft Blvd S	109.00
10/10/2019	B19-185	\$2,000	plumb	Afton Bldg Insp Fees:Thoemke, Michael 15909 Aft Blvd	109.00
10/10/2019	B19-188	\$2,000	plumb	Afton Bldg Insp Fees:Becker Builders 4357 Pasture Rd	109.00
10/10/2019	B19-187	\$1,600	bdg	Afton Bldg Insp Fees:Schimek, Michelle 3483 Norsted	109.00
10/10/2019	B19-186	\$34,000	bdg	Afton Bldg Insp Fees:Reyers, Jan 1370 Indian Trl S	109.00
10/29/2019	B19-197	\$65,000	bdg	Afton Bldg Insp Fees:Asmus, Brian 5161 Trading Pst T	1,072.50
10/29/2019	B19-193	\$2,990	bdg	Afton Bldg Insp Fees:Southward, Curtis 12633 50th St	109.00
10/29/2019	B19-181	\$450,000	SFD bldg	Afton Bldg Insp Fees:Groves, Mike 1028 Indian Trl S	7,425.00
10/29/2019	B19-189	\$18,000	bdg	Afton Bldg Insp Fees:Kim, David 13316 40th St	300.00
10/29/2019	B19-191	\$6,300	mech	Afton Bldg Insp Fees:Gotch, Robert 15676 15th St S	109.00
10/29/2019	B19-192	\$5,291	mech	Afton Bldg Insp Fees:Anderson, Gary 623 Neal Av S	109.00
10/29/2019	B19-195	\$7,092	mech	Afton Bldg Insp Fees:Stein, Mary 15821 Afton Hills D	109.00
10/29/2019	B19-194	\$6,500	mech	Afton Bldg Insp Fees:Hendel Homes 2249 Neal St S	218.00
10/29/2019	B19-198	\$10,000	plumb	Afton Bldg Insp Fees:Perkins, Annie 4042 River Rd S	109.00
10/29/2019	B19-196	\$2,500	plumb	Afton Bldg Insp Fees:Gasparini, Jim 3160 Perrot Av S	109.00
10/29/2019	B19-190		plumb	Afton Bldg Insp Fees:Andersen, Sandi 3494 St Croix T	109.00
10/31/2019	B19-208	\$3,000	bdg	Afton Bldg Insp Fees:Brower, Marilyn 1770 Stagecoach	109.00
10/31/2019	B19-201	\$159,000	bdg carriage house/garage	Afton Bldg Insp Fees:Bolton-Iverson, Kathy 3602 St C	2,640.00
10/31/2019	B19-205	\$5,000	mech	Afton Bldg Insp Fees:Canas, Donna Mae 12799 2nd St S	109.00
10/31/2019	B19-204	\$4,000	mech	Afton Bldg Insp Fees:Sanderson, Duane 2150 St Crx Tr	54.00
10/31/2019	B19-206	\$4,366	mech	Afton Bldg Insp Fees:Diggins, Clay 2888 Trading Post	109.00
10/31/2019	B19-200	\$21,931	mech	Afton Bldg Insp Fees:Ownbey, Bruce 15172 Aft Hills D	109.00
10/31/2019	B19-199	\$10,800	mech	Afton Bldg Insp Fees:Kunz, Cathy Ganz 12694 50th St	109.00
10/31/2019	B19-209	\$3,500	plumb	Afton Bldg Insp Fees:Muellerleile, Patrick 15375 Aft	54.00
10/31/2019	B19-207	\$500	plumb	Afton Bldg Insp Fees:Knee, Ed 3404 Pennington Av S	54.00
10/31/2019	B19-202	na	plumb	Afton Bldg Insp Fees:Bolton-Iverson, Kathy 3602 St C	109.00
Oct 19					15,897.50
Nov 19					
11/18/2019	B19-210	\$9,000	mech	Afton Bldg Insp Fees:Mai Choua Lor 1069 Manning Av S	110.00

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City of Afton
Building Inspection Fees by Account - Detail Afton
 January through December 2019

Date	Num	Valuation/Memo	Class	Class	Amount
11/30/2019	B19-224	\$9,888	bldg	Afton Bldg Insp Fees:Husnik, Paul 12380 8th St Ct S	109.00
11/30/2019	B19-220	\$31,820	bldg	Afton Bldg Insp Fees:Finch, David & Beth 13580 40th	495.00
11/30/2019	B19-218	\$6,051	bldg	Afton Bldg Insp Fees:Beltrame, Bob 14623 32nd St S	109.00
11/30/2019	B19-216	\$23,835	bldg	Afton Bldg Insp Fees:Pesavento, Louise 15785 Afton H	412.50
11/30/2019	B19-113		bldg	Afton Bldg Insp Fees:Johnson, Leslie 14830 42nd St S	109.00
11/30/2019	B19-215	\$14,500	bldg	Afton Bldg Insp Fees:Semo, Steve & Jennifer 5525 Ode	247.50
11/30/2019	B19-226	\$4,784	mech	Afton Bldg Insp Fees:Brooks, Jerry 1600 Quant Av S	109.00
11/30/2019	B19-225	\$8,800	mech	Afton Bldg Insp Fees:Borgardt, Mark 2421 Stagecoach	109.00
11/30/2019	B19-223	\$2,000	mech	Afton Bldg Insp Fees:Launderville, Josh 15221 Aft Hi	109.00
11/30/2019	B19-221	\$5,195	mech	Afton Bldg Insp Fees:Snyder, Robert 14061 Oakgreen C	109.00
11/30/2019	B19-212	\$2,000	mech	Afton Bldg Insp Fees:Risberg, Mark 3131 Nybeck Av S	109.00
11/30/2019	B19-211	\$9,200	mech	Afton Bldg Insp Fees:Vang, Paolee 2005 Oakgreen Av S	109.00
11/30/2019	B19-214	\$3,500	mech	Afton Bldg Insp Fees:Coffin, Sandy 14501 41st St S	109.00
11/30/2019	B19-219	\$7,420	mech	Afton Bldg Insp Fees:Kretman, Wade 13853 50th St S	109.00
11/30/2019	B19-217	\$1,950	plumb	Afton Bldg Insp Fees:Hasse, Terry 12265 30th St	54.00
11/30/2019	B19-222	\$5,000	plumb	Afton Bldg Insp Fees:Semo, Steve & Jennifer 5525 Ode	109.00
Nov 19					2,627.00
Dec 19					
12/17/2019	B19-230	\$1,500	bldg	Afton Bldg Insp Fees:Anderson, Kevin 1397 50th St S	109.00
12/17/2019	B19-22x	\$41,000	bldg	Afton Bldg Insp Fees:Stiff, David 15577 42th St S	693.00
12/17/2019	B19-227	\$1,332	mech	Afton Bldg Insp Fees:Stiff, David 15577 42th St S	109.00
12/17/2019	B19-229	\$12,000	plumb	Afton Bldg Insp Fees:Lang Builders 1028 Indian Trl P	198.00
12/17/2019	B19-231	\$2,400	plumb	Afton Bldg Insp Fees:Spiel, Jeff 2900 Stagecoach Trl	109.00
12/31/2019	BldgFees			Six Bldg Permits (Accrued)	14,160.50
Dec 19					15,378.50
TOTAL					151,857.00

City of Afton
Claims to be Approved
December 18, 2019 thru January 21, 2019

Checks Numbered

From	To	Description	To Be Approved
23624	23631	Routine Vendor Bills + Applicant Escrow Refunds	\$7,445.66
23632		West Lakeland Township: 19% Share of Century College Property Taxes	\$2,635.00
23633	23646	Routine Vendor Bills + One Applicant Escrow Refund	\$6,007.03
23647		US Bank: 2/1/20 2014A Road Bond Payment (\$210,000 is principal)	\$250,350.00
23648		US Bank: 2/1/20 2017B Road Bond Payment (\$325,000 is principal)	\$358,687.50
23649		Wash Cty Sheriff: 2nd Half 2019 Police Services	\$94,505.58
23650		LSCV Fire District: 1st Quarter 2020 Fire & Ambulance Services	\$65,912.75
23651	23652	Tri-County: \$19,071 for Snow & Ice thru 12/31/19 & \$23,850 to install Rip Rap re. Levy	\$42,921.25
23653	23667	Significant Vendor Bills by Size or Nature	\$72,507.25
23668	23672	More Routine Vendor Bills	\$1,459.05
202001001	202001010	EFT/Direct Deposit: 12/31/19 Staff Payroll + Exp Reimb + PERA & Payroll Taxes	\$11,257.24
202001011	202001027	EFT: City Credit Card (\$225.00), Phone, Postage, Copier Lease, Utility Bills	\$3,241.13
202001028	202001044	EFT/Dir Dep: 1/15/20 Staff & Council Pay/Exp + Employee Exp Reimb + PERA & Payroll Taxes	\$12,626.69
202001045	202001046	EFT: Annual Sales Tax + 4th Qtr Bldg Surcharges	\$498.50
Claims to be approved at 1/21/20 meeting			<u>\$930,054.63</u>



Submitted by Thomas H. Niedzwiecki, Accountant

File: Afton 2019 Claim Summary.xlsm Worksheet: Dec19 1/15/2020

01/15/20

City of Afton
Claims to be Approved
 December 18, 2019 through January 21, 2020

Type	Date	Num	Name	Memo	Account	Original Amount
Liability Che...	12/31/2019	23624	Madison National Life	103815000000000	100 · 4M 101/USB 2934 - General Fund	(191.78)
				103815000000000	2325 · Madison Life ST & LT Disability	144.68
				103815000000000	2325 · Madison Life ST & LT Disability	47.10
TOTAL						191.78
Check	12/31/2019	23625	Bursack, Chris Z19-23 3548 North View Ln	Refund Driveway Escrow 19-23	100 · 4M 101/USB 2934 - General Fund	(1,500.00)
			Bursack, Chris Z19-23 3548 North View Ln	Refund Driveway Escrow 19-23	2001 · Permit Escrow & Fees	1,500.00
TOTAL						1,500.00
Check	12/31/2019	23626	Coulter, Amy Z19-09 14460 15th St Circle	Refund Variance Driveway Escrow Z19-09	100 · 4M 101/USB 2934 - General Fund	(1,500.00)
			Coulter, Amy Z19-09 14460 15th St Circle	Refund Variance Driveway Escrow Z19-09	2001 · Permit Escrow & Fees	1,500.00
TOTAL						1,500.00
Check	12/31/2019	23627	St Peter Lutheran Church Z19-39 Demo	Refund Demo Escrow Z19-39	100 · 4M 101/USB 2934 - General Fund	(250.00)
			St Peter Lutheran Church Z19-39 Demo	Refund Demo Escrow Z19-39	2001 · Permit Escrow & Fees	250.00
TOTAL						250.00
Bill Pmt -Ch...	12/31/2019	23628	Menards - Hudson	Account No. 30890280	100 · 4M 101/USB 2934 - General Fund	(26.80)
Bill	12/31/2019	13714	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6040 Repairs & Maintenance	supplies	6040 · City Property Maintenance	26.80
TOTAL						26.80
Bill Pmt -Ch...	12/31/2019	23629	Petersen Mgmt (Oper & Mgmt Fees)	Cust No. 3477	100 · 4M 101/USB 2934 - General Fund	(1,508.33)
Bill	12/31/2019	104738	410 Sanitary Sewer Utility:B. Exp:6060 Sanitary Sewer Oper - Exp:6065 Oper & M...	Operations and management fees Dec2019	6065 · Oper & Mgmt Fees	1,508.33
TOTAL						1,508.33
Bill Pmt -Ch...	12/31/2019	23630	StarTech Computing, Inc		100 · 4M 101/USB 2934 - General Fund	(968.75)
Bill	12/31/2019	3214	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5510 Computer Serv/Software	Flexnet maintenance agreement: Various tickets	5510 · Computer Service/Software	250.00
Bill	12/31/2019	3371	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5510 Computer Serv/Software	Flexnet maintenance agreement: Various tickets	5510 · Computer Service/Software	718.75
TOTAL						968.75
Check	12/31/2019	23631	Koziar, Scott D Z19-40 Driveway	Refund Driveway Escrow Z19-40	100 · 4M 101/USB 2934 - General Fund	(1,500.00)
			Koziar, Scott D Z19-40 Driveway	Refund Driveway Escrow Z19-40	2001 · Permit Escrow & Fees	1,500.00
TOTAL						1,500.00
Bill Pmt -Ch...	01/21/2020	23632	West Lakeland Township	PropID: 04.028.20.21.0005 Scannell Prop#107 LLC	100 · 4M 101/USB 2934 - General Fund	(2,635.00)
Bill	01/21/2020	2019Taxes19...	100 Gen'l Fd:A. Rev:A02 Intergovernmental Revenue:4100 Gravel Tax/West Lakeland	Prop Taxes: West Lakeland Township re. Century College (2019 taxes of \$1...	4100 · Gravel Tax/West Lakeland	2,635.00
TOTAL						2,635.00
Check	12/31/2019	23633	Johnson, Ken & Linda Z18-23 3752 River Rd	Refund Variance Escrow Z18-23	100 · 4M 101/USB 2934 - General Fund	(600.00)

City of Afton
Claims to be Approved
December 18, 2019 through January 21, 2020

Type	Date	Num	Name	Memo	Account	Original Amount
			Johnson, Ken & Linda Z18-23 3752 River Rd	Refund Variance Escrow Z18-23 Johnson, Ken & Linda Z18-23 3752 River ...	2001 · Permit Escrow & Fees	600.00
TOTAL						600.00
Bill Pmt -Ch...	01/15/2020	23634	Croix Crystal Water Treatment	cooler lease and water	100 · 4M 101/USB 2934 - General Fund	(27.00)
Bill	12/31/2019	62919	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
TOTAL						27.00
Bill Pmt -Ch...	01/15/2020	23635	Culligan of Stillwater	Account # 306-01656131-9	100 · 4M 101/USB 2934 - General Fund	(69.80)
Bill	01/21/2020	306x01549102	100 Gen'l Fd:B. Exp:B05 Parks & Recreation:6136 Park Utilities	Town Square Park restroom	6136 · Park Utilities	69.80
TOTAL						69.80
Bill Pmt -Ch...	01/15/2020	23636	Gopher State One Call	Acct No. MN00128	100 · 4M 101/USB 2934 - General Fund	(6.75)
Bill	12/31/2019	9120165	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5870 Other Road M...	Cafton01 FTP Tickets	5870 · Other Road Maintenance	6.75
TOTAL						6.75
Bill Pmt -Ch...	01/15/2020	23637	Innovative Office Solutions LLC	customer # V105001	100 · 4M 101/USB 2934 - General Fund	(91.76)
Bill	01/21/2020	in2821543	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5540 Office Supplies	office supplies	5540 · Office Supplies	91.76
TOTAL						91.76
Bill Pmt -Ch...	01/15/2020	23638	J. H. LARSON CO.	Acct No. 74891	100 · 4M 101/USB 2934 - General Fund	(403.25)
Bill	01/21/2020	s102170559.001	115 Bldg & Land Capital Fund:B. Exp:6003 City Hall Improvements	Wall Heater	6003 · City Hall Improvements	403.25
TOTAL						403.25
Bill Pmt -Ch...	01/15/2020	23639	Menards - Hudson	Account No. 30890280	100 · 4M 101/USB 2934 - General Fund	(40.25)
Bill	12/31/2019	14057	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6050 Supplies	supplies	6050 · Supplies - Bldg & Land	40.25
TOTAL						40.25
Bill Pmt -Ch...	01/15/2020	23640	Neopost 2888 (EFT)	Acct # 7900 0440 8026 2888	100 · 4M 101/USB 2934 - General Fund	(83.40)
Bill	01/21/2020	57209123	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5550 Postage	Acct # 7900 0440 8026 2888 Postage PPLN01	5550 · Postage	83.40
TOTAL						83.40
Bill Pmt -Ch...	01/15/2020	23641	Petersen Mgmt (Lab Fees)	Cust No. 3477	100 · 4M 101/USB 2934 - General Fund	(3,000.80)
Bill	12/31/2019	104983	410 Sanitary Sewer Utility:B. Exp:6060 Sanitary Sewer Oper - Exp:6066 Chemicals ... 410 Sanitary Sewer Utility:B. Exp:6060 Sanitary Sewer Oper - Exp:6062 Oth Contra...	Lab fees, Chemicals Outside professional services	6066 · Chemicals & Lab Fees 6062 · Other Contract Services	1,218.80 1,782.00
TOTAL						3,000.80
Bill Pmt -Ch...	01/15/2020	23642	River Valley Printing	Cust No. 1483	100 · 4M 101/USB 2934 - General Fund	(310.00)
Bill	01/21/2020	6765	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5560 Newsletter	1295 4-pg newsletters	5560 · Newsletter Expenses	310.00
TOTAL						310.00

City of Afton
Claims to be Approved
December 18, 2019 through January 21, 2020

Type	Date	Num	Name	Memo	Account	Original Amount
Bill Pmt -Ch...	01/15/2020	23643	StarTech Computing, Inc		100 - 4M 101/USB 2934 - General Fund	(162.40)
Bill	01/21/2020	3577	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5510 Computer Serv/Software	Flexnet maintenance agreement: Various tickets	5510 - Computer Service/Software	162.40
TOTAL						162.40
Bill Pmt -Ch...	01/15/2020	23644	US Bank (Admin Fee) 2014A	Acct No. 0020325NS	100 - 4M 101/USB 2934 - General Fund	(500.00)
Bill	01/21/2020	5589939	725 2014A Road Debt Serv Fd:7736 2014A Refund Bd Admin Exp	2020 Admin Fee: GO Tax Abatement 2014A	7736 - 2014A Refunding Bds Admin Exp	500.00
TOTAL						500.00
Bill Pmt -Ch...	01/15/2020	23645	Wash Cty (Assessment & Taxation)	JDE Account # 20490	100 - 4M 101/USB 2934 - General Fund	(343.62)
Bill	01/21/2020	169461	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5302 Assessor Fees	2020 Truth in Taxation	5302 - Assessor Fees	343.62
TOTAL						343.62
Bill Pmt -Ch...	01/15/2020	23646	Wash Cty (Recorder)		100 - 4M 101/USB 2934 - General Fund	(368.00)
Bill	12/31/2019	Dec2019	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5315 Recording Fees	Various Recordings	5315 - Recording Fees	368.00
TOTAL						368.00
Bill Pmt -Ch...	01/21/2020	23647	US Bank (2014A Road Bd Pymts)	Acct # 0020325NS Abatement Refunding Bond Series 2014A	100 - 4M 101/USB 2934 - General Fund	(250,350.00)
Bill	01/21/2020	2/1/20 Bond P...	725 2014A Road Debt Serv Fd:7735 2014A Refund Bds Int Exp 725 2014A Road Debt Serv Fd:7715 2014A Road Bond Principal	GO Tax Abatement 2014A: Interest due 2/1/20 GO Tax Abatement 2014A: Principal 2/1/20	7735 - 2014A Refunding Bds Int Exp 7715 - 2014A Road Bond - Principal	40,350.00 210,000.00
TOTAL						250,350.00
Bill Pmt -Ch...	01/21/2020	23648	US Bank (2017B Road Bd Pymt)	Acct # 0045524NS GO Abatement Bond Series 2017B	100 - 4M 101/USB 2934 - General Fund	(358,687.50)
Bill	01/21/2020	2/1/20 Bond P...	726 2017B Road Debt Serv Fd:7742 2017B Int Exp \$3.5MM Road Bond 726 2017B Road Debt Serv Fd:7716 2017B Road Bond Principal	GO Tax Abatement 2017B: Interest due 2/1/20 GO Tax Abatement 2017B: Principal due 2/1/20	7742 - 2017B Int Exp \$3.5MM Road Bond 7716 - 2017B Road Bond - Principal	33,687.50 325,000.00
TOTAL						358,687.50
Bill Pmt -Ch...	01/21/2020	23649	Wash Cty (Sheriff)	Acct No. 20490	100 - 4M 101/USB 2934 - General Fund	(94,505.58)
Bill	12/31/2019	168115	100 Gen'l Fd:B. Exp:B02 Public Safety & Health:B2.1 Public Safety:5635 Police Ser...	Jul thru Dec 2019 Police Services	5635 - Police Services	94,505.58
TOTAL						94,505.58
Bill Pmt -Ch...	01/21/2020	23650	LSCV Fire District (Regular)	Fire Protection Services	100 - 4M 101/USB 2934 - General Fund	(65,912.75)
Bill	01/21/2020	levy1qtr2020	100 Gen'l Fd:B. Exp:B02 Public Safety & Health:B2.1 Public Safety:5625 Fire & A...	Fire & Ambulance Services: 1st Quarter 2020	5625 - Fire & Ambulance Services	65,912.75
TOTAL						65,912.75
Bill Pmt -Ch...	01/21/2020	23651	Tri-County Services (Snow Ice)		100 - 4M 101/USB 2934 - General Fund	(19,071.25)
Bill	12/31/2019	737	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5830 Snow & Ice C...	Snow & Ice Control 12/4/19 thru 12/31/19 200.75 hrs @ \$95	5830 - Snow & Ice Control	19,071.25
TOTAL						19,071.25
Bill Pmt -Ch...	01/21/2020	23652	Tri-County Services (Streets, Other)		100 - 4M 101/USB 2934 - General Fund	(23,850.00)
Bill	12/31/2019	735	805 City InfraStructure Imp Fd:B. Exp:8899 Village Improvements	Install rip rap re levy	8899 - Village Improvements	23,850.00

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TOTAL						23,850.00
Bill Pmt -Ch...	01/21/2020	23653	Afton Historical Society		100 · 4M 101/USB 2934 - General Fund	(9,000.00)
Bill	01/21/2020	10011	100 Gen'l Fd:B. Exp:B05 Parks & Recreation:6205 Cemetery Maintenance	2020 Mt Hope Cemetery annual maintenance	6205 · Cemetery Maintenance	9,000.00
TOTAL						9,000.00
Bill Pmt -Ch...	01/21/2020	23654	Afton Parade Committee		100 · 4M 101/USB 2934 - General Fund	(1,750.00)
Bill	01/21/2020	2020-01	100 Gen'l Fd:B. Exp:B05 Parks & Recreation:6105 4th of July Celebration	Afton Parade Committee: 1st Half 2020	6105 · 4th of July Celebration	1,750.00
TOTAL						1,750.00
Bill Pmt -Ch...	01/21/2020	23655	Kerschbaum Renovation		100 · 4M 101/USB 2934 - General Fund	(4,870.00)
Bill	12/31/2019	City Hall Imp	115 Bldg & Land Capital Fund:B. Exp:6003 City Hall Improvements	City Hall Improvements: Paint, wash, shutters, vent, stain	6003 · City Hall Improvements	4,870.00
TOTAL						4,870.00
Bill Pmt -Ch...	01/21/2020	23656	Niedzwiecki, Thomas H.		100 · 4M 101/USB 2934 - General Fund	(2,860.00)
Bill	12/30/2019	2017ATmpBd...	807 Downtwn Tmp Imp Debt Service:7724 2017A Downtwn Imp Bd Admin Exp	Assistance with Cash Flow 2017A Temp Imp Bond	7724 · 2017A Downtwn Imp Bd Admin Exp	390.00
Bill	12/31/2019	123119	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5304 Accounting Fees	Monthly charge for Accounting Services per Contract Effective 6/1/19	5304 · Accounting Fees	2,400.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5540 Office Supplies	Monthly charge for QB Pro software including Payroll Service & Forms	5540 · Office Supplies	30.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5540 Office Supplies	Mailing envelopes, copies of invoices, misc postage	5540 · Office Supplies	40.00
TOTAL						2,860.00
Bill Pmt -Ch...	01/21/2020	23657	Stensland Inspection Services	Building Inspection Services	100 · 4M 101/USB 2934 - General Fund	(5,779.00)
Bill	12/31/2019	Dec2019	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5350 Bldg Insp Fees - Stensland	Bldg Permits	5350 · Building Insp Fees - Stensland	5,779.00
TOTAL						5,779.00
Bill Pmt -Ch...	01/21/2020	23658	Tri-County Services (Streets, Other)		100 · 4M 101/USB 2934 - General Fund	(807.50)
Bill	12/31/2019	736	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5820 Gravel Road ...	Road grader gravel	5820 · Gravel Road Maintenance	807.50
TOTAL						807.50
Bill Pmt -Ch...	01/21/2020	23659	WSB (3M Working Groups)	R-011907-000 3M Working Groups	100 · 4M 101/USB 2934 - General Fund	(370.00)
Bill	12/31/2019	16	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5310 Engineering Fees	Engineering Services for 3M Working Groups	5310 · Engineering Fees	370.00
TOTAL						370.00
Bill Pmt -Ch...	01/21/2020	23660	WSB (Applicants)	Customer No. 01856	100 · 4M 101/USB 2934 - General Fund	(9,991.50)
Bill	12/31/2019	25	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5310 Engineering Fees	Afton Creek Preserve Construction Coordination	5310 · Engineering Fees	9,991.50
TOTAL						9,991.50
Bill Pmt -Ch...	01/21/2020	23661	WSB (Bridge Insp/Imp)	Project # R014854 & R014673	100 · 4M 101/USB 2934 - General Fund	(3,806.00)
Bill	12/31/2019	4	122 Bridge Repair & Replacement Fd:7770 Bridge Repair & Replacemnt Exp:7771 ...	Bridge No. 82505 improvements	7771 · Bridge Replacement - Engineer	3,806.00
TOTAL						3,806.00

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Bill Pmt -Ch...	01/21/2020	23662	WSB (City Engineer)	R-013251-000 City Engineer	100 · 4M 101/USB 2934 - General Fund	(7,582.00)
Bill	12/31/2019	11	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5310 Engineering Fees 120 Street Imp Capital Fd:B. Exp:7984 River Road Sanitary Options 805 City InfraStructure Imp Fd:B. Exp:8899 Village Improvements 100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5310 Engineering Fees 100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5310 Engineering Fees 100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5310 Engineering Fees 806 PFA Loan Debt Serv:7749 Dwn Imp - Special Assess Exp	City engineer River Road Sanitary Project Downtown Project Casey, Dylan Driveway at 12770 post construction inspection Afton Creek - charged to escrow Kozier driveway escrow Condemnation, Legal, Appeals	5310 · Engineering Fees 7984 · River Road Sanitary Options 8899 · Village Improvements 5310 · Engineering Fees 5310 · Engineering Fees 5310 · Engineering Fees 7749 · Dwn Imp - Special Assess Exp	1,014.50 507.50 945.00 348.00 1,908.50 83.00 2,775.50
TOTAL						7,582.00
Bill Pmt -Ch...	01/21/2020	23663	WSB (Pavement Mgmt)	Project # R-014501	100 · 4M 101/USB 2934 - General Fund	(4,520.50)
Bill	12/31/2019	4	120 Street Imp Capital Fd:B. Exp:7946 2020 Street Projects	2020 Pavement Improvement Project	7946 · 2020 Street Projects	4,520.50
TOTAL						4,520.50
Bill Pmt -Ch...	01/21/2020	23664	WSB (Utility Permits)	Project R-013274	100 · 4M 101/USB 2934 - General Fund	(186.00)
Bill	12/31/2019	6	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5310 Engineering Fees	2019 Utility Permits	5310 · Engineering Fees	186.00
TOTAL						186.00
Bill Pmt -Ch...	01/21/2020	23665	Baker Tilly Municipal Advisors, LLC	Client No. 158884	100 · 4M 101/USB 2934 - General Fund	(2,150.00)
Bill	12/31/2019	BTMA3567	807 Downtwn Tmp Imp Debt Service:7724 2017A Dwn Imp Bd Admin Exp 725 2014A Road Debt Serv Fd:7736 2014A Refund Bd Admin Exp 726 2017B Road Debt Serv Fd:7747 2017B \$3.5MM Road Bd Admin Exp	2019 Continuing Disclosure Services 2019 Continuing Disclosure Services 2019 Continuing Disclosure Services	7724 · 2017A Dwn Imp Bd Admin Exp 7736 · 2014A Refunding Bds Admin Exp 7747 · 2017B \$3.5MM Road Bd Admin Exp	716.00 716.00 718.00
TOTAL						2,150.00
Bill Pmt -Ch...	01/21/2020	23666	Felhaber Larson	File No. 0299687	100 · 4M 101/USB 2934 - General Fund	(14,334.75)
Bill	12/31/2019	654956	806 PFA Loan Debt Serv:7749 Dwn Imp - Special Assess Exp	Afton St Croix Condemnation Appeal	7749 · Dwn Imp - Special Assess Exp	14,334.75
TOTAL						14,334.75
Bill Pmt -Ch...	01/21/2020	23667	Holstad & Knaak, PLC	Legal Services	100 · 4M 101/USB 2934 - General Fund	(4,500.00)
Bill	12/31/2019	Dec2019	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5321 General - Legal Fees 100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5320 Prosecution - Legal Fees	Civil Criminal	5321 · Legal Fees - General 5320 · Legal Fees - Prosecution	1,800.00 2,700.00
TOTAL						4,500.00
Bill Pmt -Ch...	01/15/2020	23668	Frontier Ag & Turf (New Richmond)	Acct No. AFTON002	100 · 4M 101/USB 2934 - General Fund	(885.73)
Bill	12/31/2019	w76815	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.3 Oth Pub Wrks:5920 Repairs...	Lawn mower x749 54 in	5920 · Repair & Maint Equipment	885.73
TOTAL						885.73
Bill Pmt -Ch...	01/15/2020	23669	Menards - Hudson		100 · 4M 101/USB 2934 - General Fund	(111.53)
Bill	01/21/2020	15137	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6040 Repairs & Maintenance	supplies	6040 · City Property Maintenance	25.34
Bill	01/21/2020	15268	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6040 Repairs & Maintenance	supplies	6040 · City Property Maintenance	28.61
Bill	01/21/2020	15188	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6040 Repairs & Maintenance	supplies	6040 · City Property Maintenance	26.22
Bill	01/21/2020	15209	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6040 Repairs & Maintenance	supplies	6040 · City Property Maintenance	31.36
TOTAL						111.53

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Bill Pmt -Ch...	01/15/2020	23670	Northwest Assoc (City Projects)	Technical Assistance - City Projects	100 · 4M 101/USB 2934 - General Fund	(160.80)
Bill	12/31/2019	24573	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5330 Planning Fees	City Projects	5330 · Planning Fees	160.80
TOTAL						160.80
Bill Pmt -Ch...	01/15/2020	23671	Pioneer Press	Acct # 415245	100 · 4M 101/USB 2934 - General Fund	(74.16)
Bill	12/31/2019	1219415245	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5555 Publishing & Printing	Legals:	5555 · Publishing & Printing	74.16
TOTAL						74.16
Bill Pmt -Ch...	01/15/2020	23672	Wash Cty (Sheriff)	Acct No. 20490	100 · 4M 101/USB 2934 - General Fund	(226.83)
Bill	01/21/2020	169549	100 Gen'l Fd:B. Exp:B02 Public Safety & Health:B2.1 Public Safety:5635 Police Ser...	2020 Code Red	5635 · Police Services	226.83
TOTAL						226.83
Bill Pmt -Ch...	12/31/2019	202001001	Christiansen, Bret J	1099 Vendor \$30.00 per Hour	100 · 4M 101/USB 2934 - General Fund	(195.00)
Bill	12/31/2019	123119	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5120 Contract - Video Meetings	Videographer 6.5 hrs @ \$30/hr	5120 · Contract - Video Meetings	195.00
TOTAL						195.00
Check	12/30/2019	202001002	QuickBooks Payroll Service	Created by Direct Deposit Service on 12/26/2019	100 · 4M 101/USB 2934 - General Fund	(1.75)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5505 Bank/IRS Fees/Sales Tax	Fee for 1 direct deposit(s) at \$1.75 each	5505 · Bank/IRS/Sales Tax	1.75
TOTAL						1.75
Paycheck	12/31/2019	202001003	Johnson, Kenneth L	Direct Deposit	100 · 4M 101/USB 2934 - General Fund	0.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit	5020 · Maintenance Person	1,205.10
				Direct Deposit	2302 · PERA Payable - Staff	(78.33)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit	5053 · PERA Contribution - Employer	90.38
				Direct Deposit	2302 · PERA Payable - Staff	(90.38)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit	5020 · Maintenance Person	450.00
				Direct Deposit	2210 · Federal Withholding	(108.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit	5051 · Social Security Tax - Employer	74.72
				Direct Deposit	2205 · Soc Sec Payable - Employer	(74.72)
				Direct Deposit	2204 · Social Security W/H - Employee	(74.72)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit	5052 · Medicare Tax - Employer	17.47
				Direct Deposit	2213 · Medicare Payable - Employer	(17.47)
				Direct Deposit	2212 · Medicare W/H - Employee	(17.47)
				Direct Deposit	2208 · MN State Withholding	(52.00)
				Direct Deposit	2110 · Direct Deposit Liabilities	(1,324.58)
TOTAL						0.00
Paycheck	12/31/2019	202001004	Meade, Debra J	Direct Deposit	100 · 4M 101/USB 2934 - General Fund	0.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Office Asst W...	Direct Deposit	5007 · Intern/Office Assistant Wages	994.98
				Direct Deposit	2302 · PERA Payable - Staff	(64.67)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Office Asst W...	Direct Deposit	5053 · PERA Contribution - Employer	74.62
				Direct Deposit	2302 · PERA Payable - Staff	(74.62)
				Direct Deposit	2210 · Federal Withholding	(104.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Office Asst W...	Direct Deposit	5051 · Social Security Tax - Employer	61.69
				Direct Deposit	2205 · Soc Sec Payable - Employer	(61.69)
				Direct Deposit	2204 · Social Security W/H - Employee	(61.69)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Office Asst W...	Direct Deposit	5052 · Medicare Tax - Employer	14.43
				Direct Deposit	2213 · Medicare Payable - Employer	(14.43)

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				Direct Deposit	2212 · Medicare W/H - Employee	(14.43)
				Direct Deposit	2208 · MN State Withholding	(44.00)
				Direct Deposit	2110 · Direct Deposit Liabilities	(75.00)
				Direct Deposit	2110 · Direct Deposit Liabilities	(631.19)
TOTAL						0.00
Paycheck	12/31/2019	202001005	Yoho, Julie D	Direct Deposit	100 · 4M 101/USB 2934 - General Fund	0.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	5008 · Office Manager Wages	1,924.58
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	2302 · PERA Payable - Staff	(125.10)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	5053 · PERA Contribution - Employer	144.34
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	2302 · PERA Payable - Staff	(144.34)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	2325 · Madison Life ST & LT Disability	(35.87)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	5018 · Insurance Benefits	18.75
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	2325 · Madison Life ST & LT Disability	(18.75)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	2210 · Federal Withholding	(120.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	5051 · Social Security Tax - Employer	119.32
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	2205 · Soc Sec Payable - Employer	(119.32)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	2204 · Social Security W/H - Employee	(119.32)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	5052 · Medicare Tax - Employer	27.90
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	2213 · Medicare Payable - Employer	(27.90)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	2212 · Medicare W/H - Employee	(27.90)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	2208 · MN State Withholding	(61.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	2110 · Direct Deposit Liabilities	(1,435.39)
TOTAL						0.00
Paycheck	12/31/2019	202001006	Moorse, Ronald J	Direct Deposit	100 · 4M 101/USB 2934 - General Fund	0.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	5004 · Administrator Salary	4,129.17
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	5053 · PERA Contribution - Employer	309.69
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	2302 · PERA Payable - Staff	(309.69)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	2302 · PERA Payable - Staff	(268.40)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	5037 · Flexible Benefits	1,155.50
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	5018 · Insurance Benefits	28.35
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	2325 · Madison Life ST & LT Disability	(28.35)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	2325 · Madison Life ST & LT Disability	(108.81)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	2210 · Federal Withholding	(1,100.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	5051 · Social Security Tax - Employer	327.65
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	2205 · Soc Sec Payable - Employer	(327.65)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	2204 · Social Security W/H - Employee	(327.65)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	5052 · Medicare Tax - Employer	76.63
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	2213 · Medicare Payable - Employer	(76.63)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	2212 · Medicare W/H - Employee	(76.63)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	2208 · MN State Withholding	(285.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	2110 · Direct Deposit Liabilities	(3,118.18)
TOTAL						0.00
Liability Che...	12/30/2019	202001007	QuickBooks Payroll Service	Created by Payroll Service on 12/26/2019	100 · 4M 101/USB 2934 - General Fund	(6,591.34)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5505 Bank/IRS Fees/Sales Tax QuickBooks Payroll Service	Fee for 4 direct deposit(s) at \$1.75 each Created by Payroll Service on 12/26/2019	5505 · Bank/IRS/Sales Tax	7.00
					2110 · Direct Deposit Liabilities	6,584.34
TOTAL						6,591.34
Liability Che...	12/31/2019	202001008	PERA (Staff)	3030-01 210990	100 · 4M 101/USB 2934 - General Fund	(1,155.53)
				3030-01 210990	2302 · PERA Payable - Staff	536.50
				3030-01 210990	2302 · PERA Payable - Staff	619.03

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TOTAL						1,155.53
Liability Che...	12/31/2019	202001009	IRS (US Treasury)	41-1290668	100 · 4M 101/USB 2934 - General Fund	(2,871.62)
				41-1290668	2210 · Federal Withholding	1,432.00
				41-1290668	2213 · Medicare Payable - Employer	136.43
				41-1290668	2212 · Medicare W/H - Employee	136.43
				41-1290668	2205 · Soc Sec Payable - Employer	583.38
				41-1290668	2204 · Social Security W/H - Employee	583.38
TOTAL						2,871.62
Liability Che...	12/31/2019	202001010	MN Dept of Revenue	5050730	100 · 4M 101/USB 2934 - General Fund	(442.00)
				5050730	2208 · MN State Withholding	442.00
TOTAL						442.00
Bill Pmt -Ch...	12/31/2019	202001011	US Bank [EFT] Credit Card ..4776	5592 8500 0104 4776 CPN 002015242	100 · 4M 101/USB 2934 - General Fund	(225.00)
Bill	12/31/2019	111619 121319	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6040 Repairs & Maintenance	Reliable Locksmith	6040 · City Property Maintenance	225.00
TOTAL						225.00
Bill Pmt -Ch...	12/31/2019	202001012	Comcast {City Hall} 8772105 720001508	Account # 8772 10 572.0001508	100 · 4M 101/USB 2934 - General Fund	(299.55)
Bill	12/31/2019	123119	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5565 Telephone	Comcast Business Internet and Voice - City Hall	5565 · Telephone	299.55
TOTAL						299.55
Bill Pmt -Ch...	12/31/2019	202001013	Comcast {Garage} 8772105 720011622		100 · 4M 101/USB 2934 - General Fund	(141.74)
Bill	12/31/2019	123119	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6046 Garage Exp - Sheriff, PW	Sheriff Phone and Internet	6046 · City Garage - 3033 Sheriff & PW	141.74
TOTAL						141.74
Bill Pmt -Ch...	12/31/2019	202001014	CP Energy (EFT) 528 0051		100 · 4M 101/USB 2934 - General Fund	(124.19)
Bill	12/31/2019	123119	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6010 Gas Heat - 3033 City Hall	3033 St Croix Trl S Meter: M20111533249 Acct# 5280051-3	6010 · Gas Heat - 3033 City Hall	124.19
TOTAL						124.19
Bill Pmt -Ch...	12/31/2019	202001015	CP Energy (EFT) 621 7601	Meter # M19702480474 Account No. 6217601-1	100 · 4M 101/USB 2934 - General Fund	(205.49)
Bill	12/31/2019	123119	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6045 City Garage Exp - 1675 Stagecoach	1675 Stagecoach Trl S: City Garage	6045 · Garage Exp - 1675 Stagecoach	205.49
TOTAL						205.49
Bill Pmt -Ch...	12/31/2019	202001016	CP Energy (EFT) 1080 5248	Acct#10805248-1	100 · 4M 101/USB 2934 - General Fund	(41.44)
Bill	12/31/2019	123119	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6046 Garage Exp - Sheriff, PW	Acct#10805248-1 M20171727088 3033 St Croix Trl S Sheriff Garage (need...	6046 · City Garage - 3033 Sheriff & PW	41.44
TOTAL						41.44
Bill Pmt -Ch...	12/31/2019	202001017	US Bank [EFT] Equip Finance	Acct# 1473396 Contract # 500-0466085-000	100 · 4M 101/USB 2934 - General Fund	(230.00)
Bill	12/31/2019	123119	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5516 Copier Lease	Ricoh C4503 copier lease S/N E175MC60291	5516 · Copier Lease	230.00
TOTAL						230.00

City of Afton
Claims to be Approved
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Type	Date	Num	Name	Memo	Account	Original Amount
Bill Pmt -Ch...	12/31/2019	202001018	Xcel Energy {EFT} (51-0895 3451)	Acct: 51-0895345-1 Meter# 000071246886	100 · 4M 101/USB 2934 - General Fund	(15.60)
Bill	12/31/2019	123119	805 City InfraStructure Imp Fd:B. Exp:8891 Dwtown Prop Purch/Exp	Eastwood - Septic Property 2318 St Croix Trl S Meter# 96987678 Premises...	8891 · DNR Flood Imp - Prop Purch/Exp	15.60
TOTAL						15.60
Bill Pmt -Ch...	12/31/2019	202001019	Xcel Energy {EFT} (51-11935 1802)		100 · 4M 101/USB 2934 - General Fund	(69.02)
Bill	12/31/2019	123119	100 Gen'l Fd:B. Exp:B05 Parks & Recreation:6136 Park Utilities	Acct No. 51-0011119351802 Park Restroom: 3418 St Croix Trl S. Meter 2...	6136 · Park Utilities	69.02
TOTAL						69.02
Bill Pmt -Ch...	12/31/2019	202001020	Xcel Energy {EFT} (51-11957 7713)		100 · 4M 101/USB 2934 - General Fund	(89.41)
Bill	12/31/2019	123119	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5850 Street Lighting	Acct No. 51-0011957771-3 : 3293 SAINT CROIX TRL S. Meter 7626901...	5850 · Street Lighting	89.41
TOTAL						89.41
Bill Pmt -Ch...	12/31/2019	202001021	Xcel Energy {EFT} (51-11957 8190)		100 · 4M 101/USB 2934 - General Fund	(739.34)
Bill	12/31/2019	123119	410 Sanitary Sewer Utility:B. Exp:6060 Sanitary Sewer Oper - Exp:6068 Electric - ...	Acct No. 51-00119578190 : Lift Station 15995 UPPER 34TH ST S. Meter ...	6068 · Electricity - Lift Stations	739.34
TOTAL						739.34
Bill Pmt -Ch...	12/31/2019	202001022	Xcel Energy {EFT} (51-11983 9027)	Acct No. 51-0011983902-7	100 · 4M 101/USB 2934 - General Fund	(593.01)
Bill	12/31/2019	123119	410 Sanitary Sewer Utility:B. Exp:6060 Sanitary Sewer Oper - Exp:6068 Electric - ...	Acct No. 51-0011983902-7 Pumphouse for Water Treatment: 2318 St Croi...	6068 · Electricity - Lift Stations	593.01
TOTAL						593.01
Bill Pmt -Ch...	12/31/2019	202001023	Xcel Energy {EFT} (51-5247 6229)	201 Project: 4105 River Rd Meter No. 0098359441	100 · 4M 101/USB 2934 - General Fund	(69.85)
Bill	12/31/2019	123119	400 201 Project Fund:B. Exp:5915 201 Project Maintenance	201 Project: 4105 River Rd Meter No. 0098359441	5915 · 201 Project Maintenance	69.85
TOTAL						69.85
Bill Pmt -Ch...	12/31/2019	202001024	Xcel Energy {EFT} (51-5700 4296)	Acct #51-5700429-6 Meter #0077765464	100 · 4M 101/USB 2934 - General Fund	(131.19)
Bill	12/31/2019	123119	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6020 Electricity - Xcel Energy	3033 St. Croix Trail S Meter #77765464 Premises #303084797 City Hall &...	6020 · Electricity	131.19
TOTAL						131.19
Bill Pmt -Ch...	12/31/2019	202001025	Xcel Energy {EFT} (51-6257 8029)	3420 St. Croix Trl S Meter #0096987678	100 · 4M 101/USB 2934 - General Fund	(126.25)
Bill	12/31/2019	123119	100 Gen'l Fd:B. Exp:B05 Parks & Recreation:6136 Park Utilities	Town Square Park 3420 St. Croix Trl S Meter #96987678 Premises 30332...	6136 · Park Utilities	126.25
TOTAL						126.25
Bill Pmt -Ch...	12/31/2019	202001026	Xcel Energy {EFT} (51-7576 3714)	Acct#51-7576371-4 Meter #19818068	100 · 4M 101/USB 2934 - General Fund	(89.77)
Bill	12/31/2019	123119	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6045 City Garage Exp - 1675 Stagecoach	City Garage 1675 Stagecoach Trl S: Acct#51-7576371-4 Meter #19818068 ...	6045 · Garage Exp - 1675 Stagecoach	89.77
TOTAL						89.77
Bill Pmt -Ch...	12/31/2019	202001027	Xcel Energy {EFT} (51-6223 9212)	Acct No. 51-6223921-2 Street Lighting	100 · 4M 101/USB 2934 - General Fund	(50.28)
Bill	12/31/2019	123119	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5850 Street Lighting	Street Lighting Service	5850 · Street Lighting	50.28

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City of Afton
Claims to be Approved
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Type	Date	Num	Name	Memo	Account	Original Amount
TOTAL						50.28
Paycheck	01/15/2020	202001028	Johnson, Kenneth L	Direct Deposit	100 · 4M 101/USB 2934 - General Fund	0.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit	5020 · Maintenance Person	803.40
				Direct Deposit	2302 · PERA Payable - Staff	(52.22)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit	5053 · PERA Contribution - Employer	60.26
				Direct Deposit	2302 · PERA Payable - Staff	(60.26)
				Direct Deposit	2210 · Federal Withholding	(63.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit	5051 · Social Security Tax - Employer	49.81
				Direct Deposit	2205 · Soc Sec Payable - Employer	(49.81)
				Direct Deposit	2204 · Social Security W/H - Employee	(49.81)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit	5052 · Medicare Tax - Employer	11.65
				Direct Deposit	2213 · Medicare Payable - Employer	(11.65)
				Direct Deposit	2212 · Medicare W/H - Employee	(11.65)
				Direct Deposit	2208 · MN State Withholding	(32.00)
				Direct Deposit	2110 · Direct Deposit Liabilities	(594.72)
TOTAL						0.00
Paycheck	01/15/2020	202001029	Meade, Debra J	Direct Deposit	100 · 4M 101/USB 2934 - General Fund	0.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Office Asst W...	Direct Deposit	5007 · Intern/Office Assistant Wages	1,178.84
				Direct Deposit	2302 · PERA Payable - Staff	(76.62)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Office Asst W...	Direct Deposit	5053 · PERA Contribution - Employer	88.41
				Direct Deposit	2302 · PERA Payable - Staff	(88.41)
				Direct Deposit	2210 · Federal Withholding	(121.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Office Asst W...	Direct Deposit	5051 · Social Security Tax - Employer	73.09
				Direct Deposit	2205 · Soc Sec Payable - Employer	(73.09)
				Direct Deposit	2204 · Social Security W/H - Employee	(73.09)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Office Asst W...	Direct Deposit	5052 · Medicare Tax - Employer	17.09
				Direct Deposit	2213 · Medicare Payable - Employer	(17.09)
				Direct Deposit	2212 · Medicare W/H - Employee	(17.09)
				Direct Deposit	2208 · MN State Withholding	(52.00)
				Direct Deposit	2110 · Direct Deposit Liabilities	(75.00)
				Direct Deposit	2110 · Direct Deposit Liabilities	(764.04)
TOTAL						0.00
Paycheck	01/15/2020	202001030	Yoho, Julie D	Direct Deposit	100 · 4M 101/USB 2934 - General Fund	0.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	5008 · Office Manager Wages	2,405.73
				Direct Deposit	2302 · PERA Payable - Staff	(156.37)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	5053 · PERA Contribution - Employer	180.43
				Direct Deposit	2302 · PERA Payable - Staff	(180.43)
				Direct Deposit	2210 · Federal Withholding	(172.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	5051 · Social Security Tax - Employer	149.16
				Direct Deposit	2205 · Soc Sec Payable - Employer	(149.16)
				Direct Deposit	2204 · Social Security W/H - Employee	(149.16)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	5052 · Medicare Tax - Employer	34.88
				Direct Deposit	2213 · Medicare Payable - Employer	(34.88)
				Direct Deposit	2212 · Medicare W/H - Employee	(34.88)
				Direct Deposit	2208 · MN State Withholding	(84.00)
				Direct Deposit	2110 · Direct Deposit Liabilities	(1,809.32)
TOTAL						0.00
Paycheck	01/15/2020	202001031	Moorse, Ronald J	Direct Deposit	100 · 4M 101/USB 2934 - General Fund	0.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	5004 · Administrator Salary	4,129.17
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	5053 · PERA Contribution - Employer	309.69
				Direct Deposit	2302 · PERA Payable - Staff	(309.69)

City of Afton
Claims to be Approved
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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:5004 Administrator Wages...	Direct Deposit	2302 · PERA Payable - Staff	(268.40)
				Direct Deposit	5037 · Flexible Benefits	1,155.50
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	2210 · Federal Withholding	(1,094.00)
				Direct Deposit	5051 · Social Security Tax - Employer	327.65
				Direct Deposit	2205 · Soc Sec Payable - Employer	(327.65)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	2204 · Social Security W/H - Employee	(327.65)
				Direct Deposit	5052 · Medicare Tax - Employer	76.63
				Direct Deposit	2213 · Medicare Payable - Employer	(76.63)
				Direct Deposit	2212 · Medicare W/H - Employee	(76.63)
				Direct Deposit	2208 · MN State Withholding	(284.00)
				Direct Deposit	2110 · Direct Deposit Liabilities	(3,233.99)
TOTAL						0.00
Paycheck	01/15/2020	202001032	Nelson, Randall P	Direct Deposit	100 · 4M 101/USB 2934 - General Fund	0.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...	Direct Deposit	5002 · Mayor & Council Wages	200.00
				Direct Deposit	2303 · PERA Payable - Council	(10.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...	Direct Deposit	5053 · PERA Contribution - Employer	10.00
				Direct Deposit	2303 · PERA Payable - Council	(10.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...	Direct Deposit	5052 · Medicare Tax - Employer	2.90
				Direct Deposit	2213 · Medicare Payable - Employer	(2.90)
				Direct Deposit	2212 · Medicare W/H - Employee	(2.90)
				Direct Deposit	2110 · Direct Deposit Liabilities	(187.10)
TOTAL						0.00
Paycheck	01/15/2020	202001033	Palmquist, William B	Direct Deposit	100 · 4M 101/USB 2934 - General Fund	0.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...	Direct Deposit	5002 · Mayor & Council Wages	300.00
				Direct Deposit	2303 · PERA Payable - Council	(15.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...	Direct Deposit	5053 · PERA Contribution - Employer	15.00
				Direct Deposit	2303 · PERA Payable - Council	(15.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...	Direct Deposit	5052 · Medicare Tax - Employer	4.35
				Direct Deposit	2213 · Medicare Payable - Employer	(4.35)
				Direct Deposit	2212 · Medicare W/H - Employee	(4.35)
				Direct Deposit	2110 · Direct Deposit Liabilities	(280.65)
TOTAL						0.00
Paycheck	01/15/2020	202001034	Perkins, Anne E	Direct Deposit	100 · 4M 101/USB 2934 - General Fund	0.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...	Direct Deposit	5002 · Mayor & Council Wages	200.00
				Direct Deposit	2303 · PERA Payable - Council	(10.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...	Direct Deposit	5053 · PERA Contribution - Employer	10.00
				Direct Deposit	2303 · PERA Payable - Council	(10.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...	Direct Deposit	5052 · Medicare Tax - Employer	2.90
				Direct Deposit	2213 · Medicare Payable - Employer	(2.90)
				Direct Deposit	2212 · Medicare W/H - Employee	(2.90)
				Direct Deposit	2110 · Direct Deposit Liabilities	(187.10)
TOTAL						0.00
Paycheck	01/15/2020	202001035	Ross, Stanley A	Direct Deposit	100 · 4M 101/USB 2934 - General Fund	0.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...	Direct Deposit	5002 · Mayor & Council Wages	200.00
				Direct Deposit	2303 · PERA Payable - Council	(10.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...	Direct Deposit	5053 · PERA Contribution - Employer	10.00
				Direct Deposit	2303 · PERA Payable - Council	(10.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...	Direct Deposit	5052 · Medicare Tax - Employer	2.90
				Direct Deposit	2213 · Medicare Payable - Employer	(2.90)
				Direct Deposit	2212 · Medicare W/H - Employee	(2.90)

City of Afton
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Type	Date	Num	Name	Memo	Account	Original Amount
				Direct Deposit	2110 · Direct Deposit Liabilities	(187.10)
TOTAL						0.00
Paycheck	01/15/2020	202001036	Wroblewski, Lucia B	Direct Deposit	100 · 4M 101/USB 2934 - General Fund	0.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...	Direct Deposit	5002 · Mayor & Council Wages	200.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...	Direct Deposit	5053 · PERA Contribution - Employer	10.00
				Direct Deposit	2303 · PERA Payable - Council	(10.00)
				Direct Deposit	2303 · PERA Payable - Council	(10.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...	Direct Deposit	5052 · Medicare Tax - Employer	2.90
				Direct Deposit	2213 · Medicare Payable - Employer	(2.90)
				Direct Deposit	2212 · Medicare W/H - Employee	(2.90)
				Direct Deposit	2110 · Direct Deposit Liabilities	(187.10)
TOTAL						0.00
Liability Che...	01/14/2020	202001037	QuickBooks Payroll Service	Created by Payroll Service on 01/10/2020	100 · 4M 101/USB 2934 - General Fund	(7,521.87)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5505 Bank/IRS Fees/Sales Tax	Fee for 9 direct deposit(s) at \$1.75 each	5505 · Bank/IRS/Sales Tax	15.75
			QuickBooks Payroll Service	Created by Payroll Service on 01/10/2020	2110 · Direct Deposit Liabilities	7,506.12
TOTAL						7,521.87
Bill Pmt -Ch...	01/15/2020	202001038	Debra J Meade {DD} Reimb Exp	Reimb Expenses	100 · 4M 101/USB 2934 - General Fund	(39.44)
Bill	12/31/2019	Mileage4thQtr...	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5575 Travel & Mileage	Mileage	5575 · Travel & Mileage	39.44
TOTAL						39.44
Bill Pmt -Ch...	01/15/2020	202001039	Moorse, Ron {DD} (Reimb Exp)	Direct Deposit	100 · 4M 101/USB 2934 - General Fund	(345.66)
Bill	12/31/2019	Renew MS365	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5510 Computer Serv/Software	Renew Microsoft Office 365 for 6 Surface Pros	5510 · Computer Service/Software	169.98
Bill	12/31/2019	WorkSessionF...	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5535 Misc Expense	Food for Work Sessions (4 in 2019)	5535 · Miscellaneous Expense	175.68
TOTAL						345.66
Check	01/14/2020	202001040	QuickBooks Payroll Service	Created by Direct Deposit Service on 01/10/2020	100 · 4M 101/USB 2934 - General Fund	(3.50)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5505 Bank/IRS Fees/Sales Tax	Fee for 2 direct deposit(s) at \$1.75 each	5505 · Bank/IRS/Sales Tax	3.50
TOTAL						3.50
Liability Che...	01/15/2020	202001041	PERA (Council)	3030-51 207620	100 · 4M 101/USB 2934 - General Fund	(110.00)
				3030-51 207620	2303 · PERA Payable - Council	55.00
				3030-51 207620	2303 · PERA Payable - Council	55.00
TOTAL						110.00
Liability Che...	01/15/2020	202001042	PERA (Staff)	3030-01 210990	100 · 4M 101/USB 2934 - General Fund	(1,192.40)
				3030-01 210990	2302 · PERA Payable - Staff	553.61
				3030-01 210990	2302 · PERA Payable - Staff	638.79
TOTAL						1,192.40
Liability Che...	01/15/2020	202001043	IRS (US Treasury)	41-1290668	100 · 4M 101/USB 2934 - General Fund	(2,961.82)
				41-1290668	2210 · Federal Withholding	1,450.00

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City of Afton
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Type	Date	Num	Name	Memo	Account	Original Amount
				41-1290668	2213 · Medicare Payable - Employer	156.20
				41-1290668	2212 · Medicare W/H - Employee	156.20
				41-1290668	2205 · Soc Sec Payable - Employer	599.71
				41-1290668	2204 · Social Security W/H - Employee	599.71
TOTAL						2,961.82
Liability Che...	01/15/2020	202001044	MN Dept of Revenue	5050730	100 · 4M 101/USB 2934 - General Fund	(452.00)
				5050730	2208 · MN State Withholding	452.00
TOTAL						452.00
Bill Pmt -Ch...	01/17/2020	202001045	MN Dept of Revenue (Sales Tax)	MN Sales Tax	100 · 4M 101/USB 2934 - General Fund	(26.00)
Bill	12/31/2019	2019 Sales Tax	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5505 Bank/IRS Fees/Sales Tax	MN Sales Tax 2019	5505 · Bank/IRS/Sales Tax	26.00
TOTAL						26.00
Bill Pmt -Ch...	01/21/2020	202001046	MN Dept of Labor & Ind (Bldg Surchg)	Building Surcharges Cert #2164	100 · 4M 101/USB 2934 - General Fund	(472.50)
Bill	12/31/2019	4thQtr2019		4th Quarter 2019 Building Surcharges Cert #2164	2121 · Afton Bldg Surcharges Payable	472.50
TOTAL						472.50

RESOLUTION 2020-01

CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

**A RESOLUTION APPROVING 4M FUND TRANSFERS
FOR DECEMBER, 2019**

BE IT RESOLVED THAT the City Council of the City of Afton, County of Washington, Minnesota, authorizes the transfer of the following sums of money between the City's 4M Fund Accounts, as detailed in Exhibit A – 4M Fund Transfers – Month of DECEMBER, 2019.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 21st DAY OF JANUARY, 2020.

SIGNED:

Bill Palmquist, Mayor

ATTEST:

Ronald J. Moorse, City Administrator

Motion by:

Second by:

Ross:

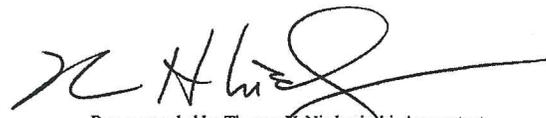
Nelson:

Wroblewski:

Palmquist:

City of Afton
Exhibit A: 4M Fund Transfers

1	A	B	C	D	E
2		4M Fund Accounts			
3	#	<u>From</u>	<u>To</u>	<u>Amount</u>	<u>Comments</u>
4	1	805 - 4M114 City Infra-Structure Improvement Fund	100 - 4M101 General	\$24,810.60	805 Downtown Project Expenses
5	2	100 - 4M101 General	805 City Infra-Structure Improvement Fund (35001-114)	\$80,000.00	Downtown Proj Rev(Wash Cty Grant)
6	3	100 - 4M101 General	410 - 4M118 - Sanitary Sewer	\$425.00	410 Sanitary Sewer Utility - Revenue
7	4	410 - 4M118 - Sanitary Sewer	100 - 4M101 General	\$5,841.48	410 Sanitary Sewer Utility - Expenses
8	5	120 - 4M116 - Street Improvement	100 - 4M101 General	\$5,028.00	120 Street Imp Fd Expenses
9	6	122 - 4M117 - Bridge Replacement Fund	100 - 4M101 General	\$3,806.00	122 Bridge Replacement Fund Expenses
10	7	201 - 4M103 201 Project Fund	100 - 4M101 General	\$69.85	201 Project Expense
11	8	115 - 4M104 - Bldg & Land Capital Fund	100 - 4M101 General	\$4,870.00	115 Bldg & Land Fund Expenses
12	9	725 2014A Road Debt Service Fd (35001-109)	100 General (35001-101)	\$250,350.00	2/1/20 2014A Road Bond Payment
13	10	726 2017B Road Debt Service Fd	100 General (35001-101)	\$358,687.50	2/1/20 2017B Road Bond Payment
14	11	725 2014A Road Debt Service Fd (35001-109)	100 General (35001-101)	\$716.00	2014A Road Bond Admin Exp
15	12	726 - 4M121 - 2017B Road Debt Serv	100 General (35001-101)	\$718.00	2017B Road Debt Admin Exp
16	13	807 Downtown Temp Imp Bond Fund	100 - 4M101 General	\$1,106.00	2017A Dwtown Temp Imp: Admin Exp
17	14	806 - 4M122 - PFA Loan Debt Serv	100 - 4M101 General	\$17,110.25	806 PFA Loan/Assessment Expenses
18					



Recommended by Thomas F. Niedzwiedzki, Accountant
File: Afton 2019 Bank Transfers.xlsm Worksheet: Dec19 1/15/2020

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

Meeting Date January 21, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorse, City Administrator
Date: January 13, 2020
Re: Renew 4M Fund Joint Powers Agreement – **Resolution 2020-02**

Attached for Council consideration is a resolution renewing the 4M Fund Joint Powers Agreement. The 4M Fund is a fund coordinated by the League of Minnesota Cities to provide for the investment of idle funds.

COUNCIL ACTION REQUESTED:

Motion regarding the adoption of Resolution 2020-02 renewing the 4M Fund Joint Powers Agreement for 2020.

RESOLUTION 2020-02

CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

A RESOLUTION AFFIRMING ENTRY INTO A JOINT POWERS AGREEMENT IN THE FORM OF A DECLARATION OF TRUST ESTABLISHING AN ENTITY KNOWN AS “MINNESOTA MUNICIPAL MONEY MARKET FUND” AND AUTHORIZING PARTICIPATION IN CERTAIN INVESTMENT PROGRAMS IN CONNECTION THEREWITH

WHEREAS, Minnesota Statutes Section 471.59 (the Joint Powers Act) provides among other things that governmental units, by agreement entered into through action of their governing bodies, may jointly or cooperatively exercise any power common to the contracting parties; and

WHEREAS, the Minnesota Municipal Money Market Fund was formed in April 1987 pursuant to the Joint Powers Act by the adoption of a joint powers agreement in the form of a Declaration of Trust by a group of Minnesota Municipalities acting as the Initial Participants thereof; and

WHEREAS, the Declaration of Trust has been presented to this Council; and

WHEREAS, the Declaration of Trust authorizes municipalities of the State of Minnesota to adopt and enter into the Declaration of Trust and become Participants of the Fund; and

WHEREAS, this City Council has deemed it to be advisable for this municipality to adopt and enter into the Declaration of Trust and become a Participant of the Fund for the purpose of joint investment of this municipality’s monies with those of other municipalities so as to enhance the investment earnings accruing to each; and

WHEREAS, this City Council has deemed it to be advisable for this municipality to make use from time to time, in the discretion of the officials of the municipality identified in Section 2 of the following Resolution, of the Fixed Rate Program available to Participants of the Fund.

NOW, THEREFORE BE IT RESOLVED AS FOLLOWS:

Section 1. This Municipality shall continue to participate with other municipalities in accordance with the Joint Powers Act by remaining a Participant of the fund and affirm the Declaration of Trust, which is adopted by reference herein with the same effect as if it had been set out verbatim in this resolution, and a copy of the Declaration of Trust shall be filed in the minutes of the meeting at which this Resolution was adopted. The City Administrator of his municipality is hereby authorized to take such actions and execute any and all such documents as deemed necessary and appropriate to remain in the Declaration of Trust.

Section 2. This municipality is hereby authorized to invest its available monies from time to time and to withdraw such monies from time to time in accordance with the provisions of the Declaration of Trust. The following officers and officials of the municipality and their respective successors in office each hereby are designated as “Authorized Officials” with full powers and authority to effectuate the investment and withdrawal of monies of this municipality from time to time in accordance with the Declaration of Trust pursuant to the Fixed Rate Program available to Participants of the Fund through Resolution and approval of the City Council.

Ronald J. Moorse, City Administrator

Date

Thomas H. Niedzwiecki, Accountant

Date

The City Administrator shall advise the Fund of any changes in Authorized Officials in accordance with the procedures established by the Fund.

Section 3. The Trustees of the Fund are hereby designated as having official custody of this municipality's monies which are invested in accordance with the Declaration of Trust.

Section 4. State banks, national banks, and thrift institutions located either within or outside of the State of Minnesota which qualify as depositories under Minnesota law and are included on a list approved and maintained for such purpose by the Investment Advisor of the fund are hereby designated as depositories of this municipality pursuant to Minnesota Statutes Section 118.005 and monies of this municipality may be deposited therein, from time to time in the discretion of the Authorized Officials, pursuant to the Fixed Rate Program available to Participants of the Fund.

This designation is effective until the end of the present calendar year.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 21st DAY OF JANUARY, 2020.

SIGNED:

Bill Palmquist, Mayor

ATTEST:

Ronald J. Moorse, City Administrator

Motion by:

Second by:

Ross:

Nelson:

Wroblewski:

Palmquist:

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

Meeting Date Jan. 21, 2020

Council Action Memo

To: Mayor Palmquist and Members of the City Council
From: Ron Moore, City Administrator
Date: January 13, 2020
Re: Designate Official Depositories – **Resolution 2020-03**

State Statute requires City Councils to designate depositories of City funds. The City has two depositories of City funds. These are US Bank and the 4M Fund. US Bank is where the City has its checking account. The 4M Fund is where the City invests its idle funds. Attached is a resolution designating official depositories for the Council's consideration.

Council Action Requested:

Motion regarding the adoption of Resolution 2020-03 designating US Bank and the 4M Fund as official depositories.

RESOLUTION 2020-03

CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

**A RESOLUTION DESIGNATING OFFICIAL DEPOSITORIES
FOR THE CITY OF AFTON**

WHEREAS, Minnesota State Statute 118.005 requires Governing Bodies of every municipality to designate depositories of City funds.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Afton, Washington County, Minnesota, that US Bank and the 4M Fund are each hereby designated as a depository for the City of Afton. The City Administrator or Deputy Clerk is authorized to deposit city funds therein to the amount of seven hundred fifty thousand dollars (\$750,000) at US Bank and the 4M Fund.

BE IT ALSO RESOLVED that before any deposits are made in a depository in excess of the amount of such deposit guaranteed the depository shall be required to supply to the City a corporate surety bond in the amount of one hundred and fifty thousand dollars (\$150,000), subject to the approval of the City Council and conditioned to repay the above amount or any part thereof upon proper demand therefore and to perform such other duties in connection with the deposit as the Council may require. In lieu of this bond the depository may furnish collateral in the manner and to the extent permitted by law. All such collateral shall be approved by the Council and shall be accompanied by an assignment thereof which shall provide that in case of default upon the part of the depository, the Council of the City shall have full power and authority to sell such collateral or as much as may be necessary to realize the full amount due the City over such federal guarantee.

This designation is effective until January 31, 2021.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 21st DAY OF
JANUARY, 2020.**

SIGNED:

Bill Palmquist, Mayor

ATTEST:

Ronald J. Moorse, City Administrator

Motion by:

Second by:

Nelson:

Ross:

Wroblewski:

Palmquist:

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

Meeting Date Jan. 21, 2020

Council Action Memo

To: Mayor Palmquist and Members of the City Council
From: Ron Moore, City Administrator
Date: January 13, 2020
Re: Designate Official Newspaper – **Resolution 2020-04**

The City is required to designate an official newspaper. The City has, for a number of years, designated the St. Paul Pioneer Press as the City's official newspaper due to its broad daily circulation in Afton. Attached is a resolution designating the St. Paul Pioneer Press as the City's Official Newspaper through January 31, 2021.

Council Action Requested:

Motion regarding the adoption of Resolution 2020-04 designating the St. Paul Pioneer Press as the City's Official Newspaper.

RESOLUTION 2020-04

CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

**A RESOLUTION DESIGNATING AN OFFICIAL NEWSPAPER
FOR THE CITY OF AFTON**

WHEREAS, Minnesota State Statute 118.005 requires Governing Bodies of every municipality to designate an Official Newspaper.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Afton, Washington County, Minnesota, that the St. Paul Pioneer Press is hereby designated as the Official Newspaper for the City of Afton.

This designation is effective until **January 31, 2021**.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 21st DAY OF
JANUARY, 2020.**

SIGNED:

Bill Palmquist, Mayor

ATTEST:

Ronald J. Moorse, City Administrator

Motion by:

Second by:

Nelson:

Ross:

Wroblewski:

Palmquist:

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

Meeting Date Jan. 21, 2020

Council Action Memo

To: Mayor Palmquist and Members of the City Council
From: Ron Moore, City Administrator
Date: January 13, 2020
Re: Designate Official Signatories for Payroll and Checks – **Resolution 2020-05**

Each year, the City designates the official signatories for payroll and checks. All checks require signatures of one elected official and one appointed official. The elected official signatories have been the Mayor and Council member Nelson for a substantial number of years. Council member Nelson has particularly been available on short notice to sign checks. The appointed official signatories have been the City Administrator and the City Clerk

There is no requirement that only the Mayor and one Council member can be designated as signatories. The Council could choose to designate the Mayor and two Council members or two Council members. From staff's perspective, it is important that the signatories be generally available to sign the checks.

Attached for the Council's consideration is a resolution designating Mayor Palmquist, Council member Nelson, City Administrator Moore and City Clerk Yoho as official signatories.

Council Action Requested:

Motion regarding the adoption of Resolution 2020-05 designating Mayor Bill Palmquist, Council member Randy Nelson, City Administrator Ron Moore and City Clerk Julie Yoho as official signatories for payroll and checks.

RESOLUTION 2020-05

**CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA**

**A RESOLUTION AUTHORIZING THE MAYOR, A DESIGNATED MEMBER OF
CITY COUNCIL, THE CITY ADMINISTRATOR, AND THE CITY CLERK TO ACT AS
OFFICIAL SIGNATORIES FOR CITY OF AFTON CHECKS AND PAYROLL**

WHEREAS, the City of Afton is a municipal corporation organized and existing under the laws of the State of Minnesota; and

WHEREAS, The City of Afton has accounts at U.S. Bank in Lakeland Shores, Minnesota;

NOW, THEREFORE BE IT RESOLVED THAT the City Council of the City of Afton, County of Washington, Minnesota, hereby authorizes these individuals to be Official Signers for the City of Afton for the aforementioned accounts:

Mayor Bill Palmquist OR City Council Member Randy Nelson

AND

City Administrator Ronald J. Moorese OR City Clerk Julie Yoho

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 21st DAY OF
JANUARY, 2020.**

SIGNED:

Bill Palmquist, Mayor

ATTEST:

Ronald J. Moorese, City Administrator

Motion by:

Second by:

Nelson:

Ross:

Wroblewski:

Palmquist:

CITY OF AFTON
DRAFT PLANNING COMMISSION MINUTES
January 6, 2020

- 1
2
3
4
5 1. **CALL TO ORDER** – Chair Kopitzke called the meeting to order at 7:00 PM
6
7 2. **PLEDGE OF ALLEGIANCE** – was recited.
8
9 3. **ROLL CALL** – Present: Chair Kris Kopitzke, Scott Patten, Doug Parker, Christian Dawson, Justin Sykora,
10 Kuchen Hale, Sally Doherty, Roger Bowman. Absent was James Langan (excused).
11 **ALSO IN ATTENDANCE** – Council member Wroblewski, City Administrator Ron Moore
12
13 4. **APPROVAL OF AGENDA** –
14 Add item: 2020 meeting schedule
15 **Motion/Second Patten/Parker To approve the Agenda of the January 6, 2020 Planning Commission**
16 **meeting with addition of 2020 meeting schedule. Passed 8-0.**
17
18 5. **APPROVAL OF MINUTES** –
19 A. December 2, 2019
20 **Motion/Second Hale/Parker To approve minutes of December 2, 2019 Planning Commission meeting.**
21 **Passed 6-0-2 (Dawson, Doherty abstain).**
22
23 6. **REPORTS AND PRESENTATIONS** - None
24
25 7. **PUBLIC HEARINGS** –
26 A. **Sue Biagini Variance Application**
27 Chair Kopitzke opened the Public Hearing at 7:05 PM.
28 The Biagini’s (applicants) explained there is a new sewer pipe alongside of the house next to area where
29 they want to place garage. Therefore they are requesting variance to move garage over an extra two feet.
30 No other comments were received
31 **Motion/Second Hale/Patten to close public hearing. Passed 8-0.**
32 Public Hearing closed at 7:07 PM
33 Hale asked if two extra feet is enough space? (Applicant said yes)
34 Parker asked what utilities will be in the building? (only electric and gas for heater).
35 Drainage on the site and the location of the entry to house were discussed.
36 Kopitzke asked about the location of sewer pipes – who determined where they would go? (City Engineer
37 worked with home owners based on current location of pipes and access to sewer line in street)
38 Patten stated if the variance is not granted the other building on site has to be removed.
39 Hale stated the variance request is caused by sewer pipe location, the city created hardship.
40 Doherty asked if the garage could be moved over to other side?
41 Hale stated that would create more impervious surface.
42 Doherty stated if the sewer line wasn’t there, they could do this. Question is how to write the findings for
43 the variance. Is there a minimum setback for sewer clean out?
44 **Motion/Second Bowman/Hale To recommend approval of the variance with findings and conditions**
45 **recommended by staff:**
46 **Findings**
47 1. **The subject property is located in the VHS-C zone, as are the surrounding properties.**
48 2. **The lot size is 22,677 sq. ft., which is greater than the required lot size of 22,500 sq. ft.**
49 3. **The property has an existing detached garage with legally nonconforming side and**
50 **rear yard setbacks.**
51 4. **The property has a legally nonconforming driveway through the Afton Marketplace**
52 **property.**
53 5. **The proposed garage would be accessed by the existing driveway**
54 6. **The property has an existing sanitary sewer line running along the rear of the house,**
55 **six feet north of the house. The line runs beyond the east end of the house and patio,**
56 **then turns south toward the street.**

- 57 7. **The proposed garage is proposed to be located eight feet from the rear of the house to**
58 **retain access to the sewer line for maintenance/repair purposes.**
59 8. **Sec. 12-187 E of the City Code provides that “A building shall be considered an**
60 **integral part of the principal building if it is located six feet or less from the principal**
61 **building.”**
62 9. **The lot would be in compliance with the impervious surface requirements with the**
63 **construction of the proposed garage.**

64 **Conditions**

- 65 1. **The garage shall be located and constructed according to the plans submitted with the**
66 **variance application, subject to revisions as required or approved by the City.**

67 Discussion

68 Hale recommended revision to Finding # 6: **The property has an existing sanitary sewer private**
69 **connection line running along the rear of the house, six feet north of the house. As required by the**
70 **City, the line location runs from the rear of the house beyond the east end of the house and patio,**
71 **then turns south toward the street.**

72 The Commission added an Additional Finding as #7: **The plight of the landowner is due to**
73 **circumstances unique to the property not created by the landowner, but caused by the**
74 **requirement to connect to the new sanitary sewer line located in Afton Boulevard.**

75 Findings will be renumbered.

76 **Motion Vote: Passed 7-1 (Parker nay)**

77
78 **B. PLCD Ordinance Amendment**

79 Chair Kopitzke opened the Public Hearing opened at 7:26 PM.

80 No comments were received

81 **Motion/Second Sykora/Parker to close public hearing. Passed 8-0.**

82 Hearing closed at 7:29 PM.

83 Parker asked about enforcement and the ability to charge fines. (item #A5)

84 Moose replied that on the preserved land the City and MN Land Trust would monitor and enforce.

85 **Motion/Second Sykora/Doherty to recommend approval of the PLCD Ordinance Amendment by the**
86 **City Council.**

87 Kopitzke stated that after going through the process he sees better ways to do this rather than a PLCD.

88 Dislikes HOAs. Feels there are so many restrictions an individual land owner can't do on their own. If
89 shared driveways and roads were allowed a landowner could develop on their own.

90 Patten stated the Carlson property could have been up to 10 houses on bigger lots.

91 Sykora stated he likes the preservation of land in perpetuity.

92 Discussion was held on the value of PLCDs.

93 **Motion Vote: Passed 7-1 (Kopitzke nay)**

94
95 **8. NEW BUSINESS –**

96 **A. Request the Council for direction**

97 Bowman stated that non-compliance to conditions and unintended consequences brought this idea. Would
98 like direction from the city council to develop a fee schedule for non-compliance.

99 Kopitzke stated this would be for CUPs, Variances

100 Hale stated that we would need legal input on this.

101 Doherty stated she is uneasy about the Planning Commission defining these.

102 Bowman stated these are all in areas under our purview.

103 Parker agreed the city needs way to be clearer on this. How do other cities enforce?

104 Moose replied that zoning codes have enforcement mechanisms such as administrative fines. Afton doesn't
105 have good process for violations.

106 Bowman stated it could be a condition of permits issued.

107 Parker would like to strengthen the cities abilities.

108 **Motion/Second Sykora/Hale to request the Council to direct the Planning Commission to propose a**
109 **schedule of non-compliance fees and other enforcement tools for zoning violations, etc. Passed 7-1**
110 **(Doherty nay).**

111
112 B. 2020 Meeting Schedule

113 Since Labor Day falls on Sept. 7th, the September Planning Commission meeting will be held on August 31.
114 The Commission will discuss July 6 meeting availability in May to check for a quorum.

115
116 **9. OLD BUSINESS –**

117 A. Draft Short Term Residential Rentals Ordinance

118 Moose provided information on Stillwater's ordinance.

119 Kopitzke likes the event clause on the 3rd page.

120 Hale felt there should be discussion on the number of guests

121 Bowman suggested for an event, one guest plus the registered guest.

122 Sykora likes requiring a CUP for non-homestead property for septic compliance

123 Hale is against item "d" in the draft; Not constrained to VHS-C.

124 Doherty asked what is the background on that? (Investment property)

125 Kopitzke asked about fire inspection as part of process?

126 Hale stated there should be required detectors and extinguishers.

127 Parker stated if it is run as a business, then inspect.

128 Sykora asked of Fire Dept. has capacity to inspect? There are State codes.

129 Hale stated the home owner is responsible.

130 Moose stated the Building inspector would coordinate for Fire code inspection and building code inspection.

131 Dawson stated that CUP language could cover.

132 Bowman asked about requiring a water test

133 Doherty asked what is background on why we want to regulate?

134 Hale replied there could be an issue of nuisance properties, how do we prevent or limit to be sure they are
135 operated safely.

136 Doherty suggested focusing on if they are allowed and do they need to check in with us every year?

137 Kopitzke asked at what point is it a public issue?

138 Dawson asked about state regulations on rental property

139 Dawson would recommend a CUP regardless of district

140 The draft will be discussed again in February.

141
142 B. Update on City Council actions

143 Council member Wroblewski provided a summary of the December City Council meeting.

144
145 **10. ADJOURN**

146 **Motion/Second Doherty/Patten To adjourn. Passed 8-0.**

147 Meeting adjourned at 8:54 PM.

148
149
150
151 Respectfully submitted by:

152
153 _____
154 Julie Yoho, City Clerk

155
156
157 To be approved on February 3, 2020 as (check one): Presented: _____ or Amended: _____
158
159

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

Meeting Date January 21, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members

From: Ron Moose, City Administrator

Date: January 14, 2020

Re: Sue Biagini Variance Application at 15904 Afton Boulevard – **Resolution 2020-06**

Sue Biagini has applied for a variance to Sec. 12-187 E of the City Code that provides that “A building shall be considered an integral part of the principal building if it is located six feet or less from the principal building.” The variance is to enable a proposed 30 ft. by 36 ft. garage building with porch, located eight feet from the existing house, to be considered an integral part of the house. Attached are the variance application, variance questionnaire, site plan and building elevations.

The subject property has an existing house and detached garage. The applicant would like to build a garage within six feet of the house, to meet the requirement of being considered an integral part of the house. This would enable the proposed garage to be considered an attached garage vs. a detached garage, which is required in order to allow the applicant to build the proposed garage in addition to the existing detached garage. (The VHS-C zone allows only one detached residential accessory building per lot.) However, there is an existing sewer line that was required for connection to the City sanitary sewer system located six feet behind the house, in the proposed location of the garage. The applicant would like to be able to locate the garage 8 feet from the house in order to maintain access to the sewer line for maintenance/repair purposes. The applicant has applied for a variance to allow the garage to be considered an integral part of the house at a distance of 8 feet vs. 6 feet.

The Planning Commission questioned whether a two-foot wide distance between the building foundation and the cleanout is sufficient to provide access to the cleanout. The City’s Building Inspector has advised that the 2 foot distance between the cleanout and the garage foundation would provide adequate access to the cleanout.

The amount of impervious surface on the lot, with the inclusion of the proposed garage, has been calculated at 4,028 sq. ft. The amount of impervious surface allowed is 20% or 4,350 sq. ft. whichever is greater. The lot would be in compliance with the impervious surface requirement with the construction of the proposed garage.

Findings

The following are recommended findings. The Council may revise or add findings.

1. The subject property is located in the VHS-C zone, as are the surrounding properties.
2. The lot size is 22,677 sq. ft., which is greater than the required lot size of 22,500 sq. ft.
3. The property has an existing detached garage with legally nonconforming side and rear yard setbacks.
4. The property has a legally nonconforming driveway through the Afton Marketplace property.
5. The proposed garage would be accessed by the existing driveway
6. The property has an existing sanitary sewer line running along the rear of the house, six feet north of the house. The line runs beyond the east end of the house and patio, then turns south toward the street.

7. The proposed garage is proposed to be located eight feet from the rear of the house to retain access to the sewer line for maintenance/repair purposes.
8. Sec. 12-187 E of the City Code provides that “A building shall be considered an integral part of the principal building if it is located six feet or less from the principal building.”
9. The lot would be in compliance with the impervious surface requirements with the construction of the proposed garage.

Conditions

If the Council approves the variance application, it is recommended that the following conditions be placed on the approval, as well as additional conditions the Council may include.

1. The garage shall be located and constructed according to the plans submitted with the variance application, subject to revisions as required or approved by the City.

Planning Commission Recommendation

The Planning Commission, on a vote of 7-1-0, recommended approval of the Biagini variance application with the findings provided above, with a revision to finding 6 and an additional finding listed as finding 7. These are shown below.

Revised Finding 6: The property has an existing sanitary sewer private connection line running along the rear of the house, six feet north of the house. As required by the City, the line location runs from the rear of the house beyond the east end of the house and patio, then turns south toward the street.

Additional Finding 7: The plight of the landowner is due to circumstances unique to the property not created by the landowner, but caused by the requirement to connect to the new sanitary sewer line located in Afton Boulevard.

Resolutions

Attached are a resolution of approval reflecting the Planning Commission’s recommendation and a resolution of denial.

COUNCIL ACTION REQUESTED:

Motion regarding the adoption of a resolution regarding the Sue Biagini application for a variance at 15904 Afton Boulevard, with findings, and conditions if desired.

RESOLUTION 2020-06

**CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA**

**A RESOLUTION APPROVING THE VARIANCE APPLICATION BY SUE BIAGINI AT
15904 AFTON BOULEVARD**

WHEREAS, the City of Afton is a municipal corporation organized and existing under the laws of the State of Minnesota; and

WHEREAS, the City Council of the City of Afton has adopted zoning, subdivision, and building regulations as part of the Afton Code of Ordinances, to promote the orderly, economic, and safe development and utilization of land within the City; and

WHEREAS, Sue Biagini has applied for a variance at 15904 Afton Boulevard to allow a garage structure proposed to be located 8 feet from the existing house to be considered an integral part of the principal structure; and

WHEREAS, City staff reviewed the request and drafted a report for consideration; and

WHEREAS, the Planning Commission held a public hearing on the application at its regular meeting of January 6, 2020 and recommended APPROVAL of the variance application on a vote of 7-1-0; and

WHEREAS, the legal description of the property is attached as Exhibit A, and

WHEREAS, the City Council heard the request at its regular meeting on January 21, 2020, at which it considered all of the comments, concerns and recommendations of the Planning Commission, Zoning Administrator and the applicant;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Afton does hereby APPROVE the Sue Biagini variance application at 15904 Afton Boulevard, based on the findings listed below and with the conditions listed below.

Findings

1. The subject property is located in the VHS-C zone, as are the surrounding properties.
2. The lot size is 22,677 sq. ft., which is greater than the required lot size of 22,500 sq. ft.
3. The property has an existing detached garage with legally nonconforming side and rear yard setbacks.
4. The property has a legally nonconforming driveway through the Afton Marketplace property.
5. The proposed garage would be accessed by the existing driveway
6. The property has an existing sanitary sewer private connection line running along the rear of the house, six feet north of the house. As required by the City, the line location runs from the rear of the house beyond the east end of the house and patio, then turns south toward the street.

7. The plight of the landowner is due to circumstances unique to the property not created by the landowner, but was caused by the requirement to connect to the new sanitary sewer line located in Afton Boulevard.
8. The proposed garage is proposed to be located eight feet from the rear of the house to retain access to the sewer line for maintenance/repair purposes.
9. Sec. 12-187 E of the City Code provides that "A building shall be considered an integral part of the principal building if it is located six feet or less from the principal building."
10. The lot would be in compliance with the impervious surface requirements with the construction of the proposed garage.

Conditions

1. The garage shall be located and constructed according to the plans submitted with the variance application, subject to revisions as required or approved by the City.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 21ST DAY OF JANUARY, 2020.

SIGNED:

Bill Palmquist, Mayor

ATTEST:

Ronald J. Moorse, City Administrator

Motion by:

Second by:

Nelson:

Ross:

Wroblewski:

Perkins:

Palmquist:

RESOLUTION 2020-06XX

CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

**A RESOLUTION DENYING THE VARIANCE APPLICATION BY SUE BIAGINI AT
15904 AFTON BOULEVARD**

WHEREAS, the City of Afton is a municipal corporation organized and existing under the laws of the State of Minnesota; and

WHEREAS, the City Council of the City of Afton has adopted zoning, subdivision, and building regulations as part of the Afton Code of Ordinances, to promote the orderly, economic, and safe development and utilization of land within the City; and

WHEREAS, Sue Biagini has applied for a variance at 15904 Afton Boulevard to allow a garage structure proposed to be located 8 feet from the existing house to be considered an integral part of the principal structure; and

WHEREAS, City staff reviewed the request and drafted a report for consideration; and

WHEREAS, the Planning Commission held a public hearing on the application at its regular meeting of January 6, 2020 and recommended APPROVAL of the variance application on a vote of 7-1-0; and

WHEREAS, the legal description of the property is attached as Exhibit A, and

WHEREAS, the City Council heard the request at its regular meeting on January 21, 2020, at which it considered all of the comments, concerns and recommendations of the Planning Commission, Zoning Administrator and the applicant;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Afton does hereby DENY the Sue Biagini variance application at 15904 Afton Boulevard, based on the findings listed below.

Findings

1. The subject property is located in the VHS-C zone, as are the surrounding properties.
2. The lot size is 22,677 sq. ft.
3. The property has an existing detached garage with legally nonconforming side and rear yard setbacks.
4. The property has a legally nonconforming driveway through the Afton Marketplace property.
5. The proposed building is to be located eight feet from the house vs. the six foot distance required for the garage to be considered an integral part of the principal structure.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 21ST DAY OF
JANUARY, 2020.**

SIGNED:

Bill Palmquist, Mayor

ATTEST:

Ronald J. Moore, City Administrator

Motion by:

Second by:

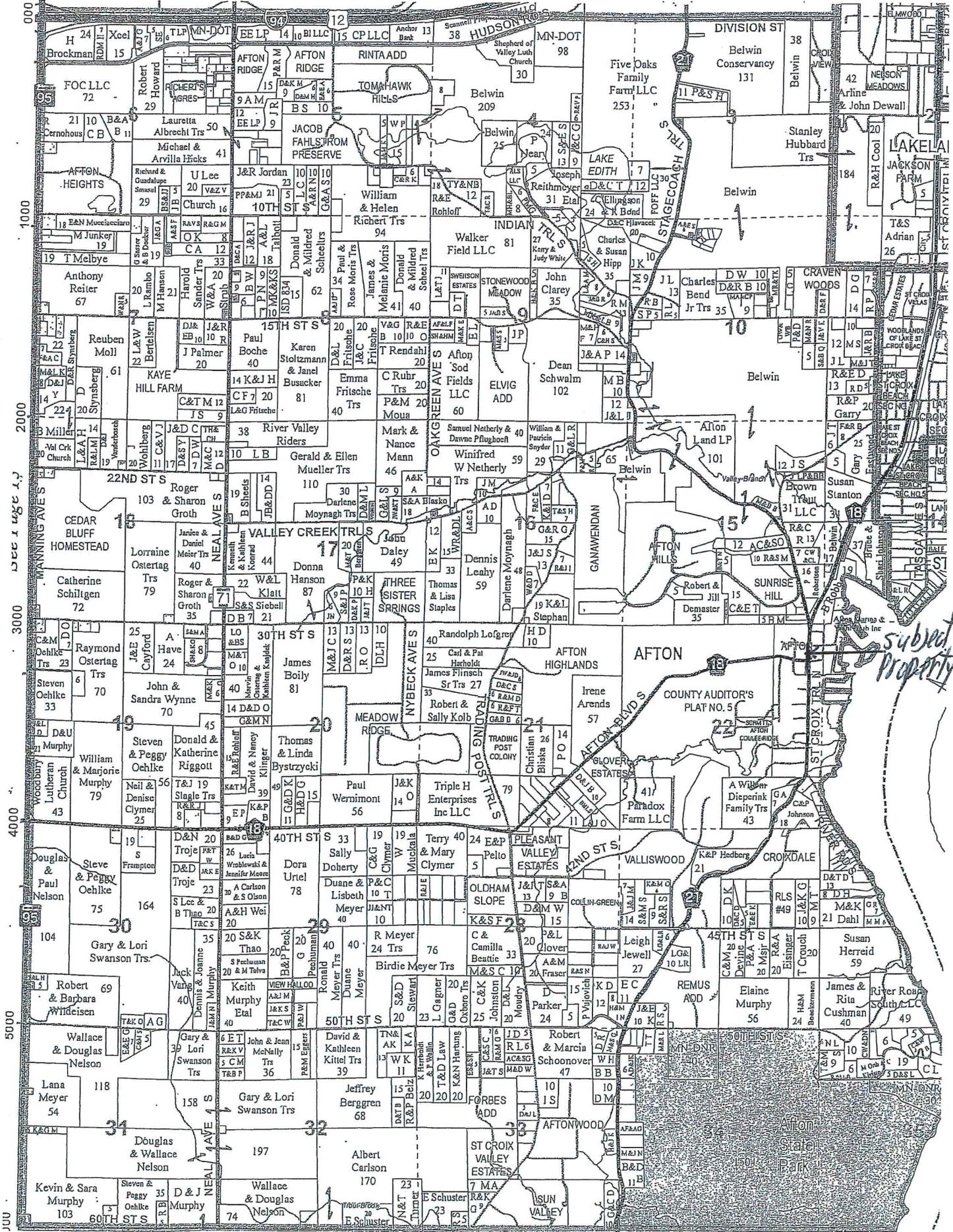
Nelson:

Ross:

Wroblewski:

Perkins:

Palmquist:



subject property

000
1000
2000
3000
4000
5000
WANNING AVES
CEDAR BLUFF
HOMESTEAD
60TH STS

HUDSON
DIVISION ST
LAKELAI
JACKSON FARM
WOODLANDS OF LAKE ST
CROIX TRLS
ST CROIX VALLEY ESTATES
SUNRISE HILL
AFTON HIGHLANDS
AFTON
AFTON BLVD S
GLOVER ESTATES
VALLISWOOD
CROIXDALE
REMUS ADD
AFTONWOOD
AFAG
M&N
B&D
11B



LEGEND

- DNR PROTECTED WATERS
- - - - - DNR PROTECTED WETLAND
- DNR PROTECTED WATERCOURSE
- MUNICIPAL BOUNDARY
- PARK BOUNDARY



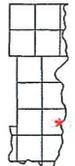
NORTH

SCALE: 1 inch = 280 feet

SECTION-TOWNSHIP-RANGE INDEX

1602820	1502820	1402820
2102820	2202820	2302820
2802820	2702820	2602820

COUNTY VICINITY MAP



* = LOCATION OF THIS MAP

SECTION VICINITY

22	21	12
NW	-	-
23	24	13
-	-	-
32	31	42
SW	-	-
33	34	43

RECEIVED

Z19-42

DEC 16 2019

CITY OF AFTON

CITY OF AFTON
VARIANCE APPLICATION

(Reference Sections: 12-55, 12-77, 12-328 12-835, 12-1020, 12-1266, 12-1955, 12-2228)

Owner	Address	City	State	Zip	Phone
Sue Ellen Biagini	15904 Afton Blvds PO Box 85	Afton	MN	55001	651 230 9008
Applicant (if different than owner)	Address	City	State	Zip	Phone

Project Address	AFTON	MN	55001
15904 Afton Blvd S			

Zoning Classification	Existing Use of Property	PID# or Legal Description
VHS	Homestead	22.028.20.11.0009

Please list the section(s) of the code from which the variance(s) are requested.

12-187 (E)

Description of Request

Due to the newly installed sewer drainage line and its clean out location. We request the new garage to be considered an integral part of the principal building at 8' versus the 6' that is cited.

By signing this application, the applicant agrees to pay all expenses incurred by the City of Afton. In connection with this request, your signature constitutes permission for a representative of the City of Afton to enter your property, during business hours, to evaluate this request. This may involve minor excavating or soil borings. If you would like to be present during this evaluation, please contact the City.

Signature of Owner/Applicant: Sue Biagini Date: 12-16-2019

Make checks payable to: **City of Afton**

If multiple variances are necessary from the applicant only **one** fee is required. However, the deposit fee must be multiplied by the number of variances sought.

FEES:	ESCROWS:		
Variance	\$250	\$600	TOTAL: \$850.00
Renewal/Extension	\$250	\$350	DATE PAID: 12/16/19
			CHECK #: 5195
			RECVD BY: [Signature]

Applicant(s):

Sue Biagini

Phone:

651 230 9008

Mailing Address:

PO Box 85

Property Address for variance:

15904 Afton Blvd S

Variance request description:

City Ordinance Section number(s), that variance is requested for:

12-187-E

Answer the following questions to the best of your ability - based on the criteria found in section 12-77 of Afton's Code (Land Use, Appeals and Variances). Completing this questionnaire will help the Planning Commission and the City of Afton evaluate your application in light of the requirements of Afton's Variance Ordinance. It does not guarantee that your variance request will be approved. If needed use a separate page.

Background: This questionnaire is designed to help you and the City of Afton determine whether a variance should be granted. Please consult with the City Administrator who can help you with your variance application and explain the Variance Ordinance to you. The City Administrator will work with you to ensure that the variance you request is the minimum variance required to provide the same rights commonly enjoyed by other properties in the same zoning district. Because of special provisions for certain types of construction, the City Administrator will also determine whether the property is in the Flood Plain District. There are also special provisions for earth-sheltered construction.

Criteria #1 The requested use, must be a reasonable use in order to receive a variance. **Applicant -** Please explain why the proposed use which requires a variance is a reasonable use for this property?

AT 6' FROM PRINCIPAL STRUCTURE GARAGE IS ALLOWED AS ATTACHED

Criteria #2 Exceptional or extraordinary circumstances apply to the property which do not apply generally to other properties in the same zone or vicinity, and result from lot size, shape, topography, or other circumstances over which the property owner, since enactment of this Ordinance, have had no control. **Applicant -** What exceptional or extraordinary circumstances related to the property do not apply generally to other properties in the same zone or vicinity? Extraordinary circumstances would include lot size, irregular lot shape or topography. Are there other circumstances over which you, as the property owner, have no control?

Explain? DUE TO NEWLY PIPED SEWER LINE AT 6' WE ARE REQUESTING A VARIANCE TO 8' FROM NEW GARAGE FOUNDATION TO EXISTING PRINCIPAL BUILDING FOUNDATION.

Criteria #3 That literal interpretation of the provisions of this Ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this Ordinance.

Applicant - How does the literal interpretation of the provisions of the Afton ordinance (from which you are requesting a variance) deprive you of rights commonly enjoyed by other properties in the same zoning district? Explain: THE ORDINANCE AT 6' AND SEWER PIPE BEING AT

6' DOES NOT ALLOW THE CONSTRUCTION OF GARAGE WITHIN THE ORDINANCE.

Criteria #4 The special conditions or circumstances do not result from actions of the applicant.

Applicant - How did these exceptional circumstances related to the property come about? Did actions by you create these circumstances? Explain: THE CIRCUMSTANCE ARE THE MANDATE

TO HOOK-UP TO AFTON'S NEW SEWER SYSTEM.

Criteria #5 That granting the variance requested will not confer on the applicant any special privilege that is denied by this Ordinance to owners of other lands, structures, or buildings in the same district.

Applicant - Will the granting of the requested variance confer on you, the applicant, any special privilege that is denied by this ordinance to owners of other lands, structures, or buildings in the same zoning district? Explain: AN ACCESSORY BUILDING IN CLOSE PROXIMITY TO THE

PRINCIPAL STRUCTURE IS CONSIDER AN INTEGRAL PART OF THE PRINCIPAL STRUCTURE

Criteria #6 The variance requested is the minimum variance which would alleviate the hardship.

Applicant - Is the variance you are requesting the minimum variance which would alleviate the practical difficulty or hardship for your property? Explain: YES

Criteria #7 The variance would not be materially detrimental to the purposes of this Ordinance, or to property in the same zone. **Applicant (Optional)** - Will the variance be materially detrimental to the purposes of this Ordinance, or to property in the same zone? How would the use of the property, if allowed by the variance, affect other properties in the vicinity?

Explain: NO NEGATIVE AFFECT ON OTHER PROPERTIES IN THE VICINITY.
THE PROPERTY WOULD BE WITHIN THE IMPERVIOUS REQUIREMENTS.

Criteria #8 Economic conditions or circumstances alone shall not be considered in the granting of a variance request if a reasonable use of the property exists under the terms of the ordinance. **Applicant** - Is the requested variance for economic reasons?

Explain: NO

Criteria #9 In the Flood Plain District, no variance shall be granted which permits a lower degree of flood protection than the Regulatory Flood Protection Elevation for the particular area or permits standards lower than those required by state law. **Applicant (optional), PC** - Is the property in a Flood Plain District? Yes No

Criteria #10 Variances shall be granted for earth-sheltered construction by state statutes when in harmony with this Ordinance. **Applicant** - Is the variance for earth-sheltered construction? Yes No

ADDITIONAL CRITERIA THAT MAY BE CONSIDERED BY THE PLANNING COMMISSION (PC) AND/OR CITY COUNCIL(CC)- Applicant responses to criteria #11 and criteria #12 are optional.

Criteria #11 *Variances shall only be permitted when they are in harmony with the general purposes and intent of the ordinance.* **Applicant (Optional), PC** - Is the requested variance in harmony with the Afton ordinances and code? How will this variance if granted (and the proposed use of the property allowed) affect the essential character of the area?

Explain: YES. THE 2' VARIANCE WILL HAVE MINIMAL AFFECT.

Criteria #12 *Variances shall only be permitted when they are in harmony with the general purposes and intent of the Afton Comprehensive Plan.* **Applicant (Optional), PC** - Is the requested variance in harmony with the Afton comprehensive plan?

Explain: YES

• HOUSE - INCLUDES PATIO

30x40 1200 SQ. FT.

• OLD GARAGE 20x22 440 SQ. FT.

• DRIVEWAY $\frac{15 \times 25}{2} = 188$
24x30 = 720
20x20 = 400

1308 SQ. FT.

• NEW GARAGE - INCLUDES PORCH

1224 SQ. FT.

= IMPERVIOUS AREA = 4172 SQ. FT.

LOT SIZE 22,500

2090

• ALLOWED IMPERVIOUS = 4500 SQ. FT.



Department of Property Records
and Taxpayer Services

14949 62nd Street North PO Box 200
Stillwater, MN 55082-0200
(651) 430-6175 www.co.washington.mn.us

Property ID: **22.028.20.11.0009** Bill#: **1302572**

Taxpayer: SUE E BIAGINI
15904 AFTON BLVD S
PO BOX 85
AFTON MN 55001-0085



01000395



TAX STATEMENT 2019

2018 Values for Taxes Payable in

		VALUES AND CLASSIFICATION	
Taxes Payable Year:		2018	2019
Step 1	Estimated Market Value:	233,500	235,500
	Homestead Exclusion:	16,200	16,000
	Taxable Market Value:	217,300	219,500
	New Improvements:		
	Property Classification:	Res Hstd	Res Hstd
Sent in March 2018			
Step 2	PROPOSED TAX		
	Did not include special assessments or referenda approved by the voters at the November election		\$2,380.00
Sent in November 2018			
Step 3	PROPERTY TAX STATEMENT		
	First half taxes due	May 15	\$1,711.00
	Second half taxes due	October 15	\$1,711.00
	Total Taxes Due in 2019:		\$3,422.00

\$\$\$
REFUNDS?

You may be eligible for one or even two refunds to reduce your property tax. Read the back of this statement to find out how to apply.

Property Address:
15904 AFTON BLVD S
AFTON MN 55001

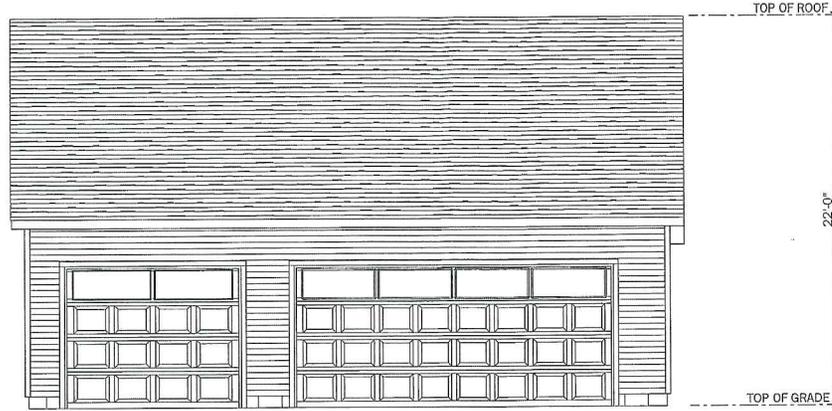
Description:
AFTON Lot 4 Block 9 LOTS 4-6 009

Line 13 Special Assessment Detail:

DOWNTOWN PROJECT	1,028.40
COUNTY ENVIRONMENTAL CHARGE PHE DEP	3.00

Principal: 589.48
Interest: 441.92

Tax Detail for Your Property:		2018	2019
Taxes Payable Year:			
1. Use this amount on Form M1PR to see if you are eligible for a property tax refund. File by August 15. If this box is checked, you owe delinquent taxes and are not eligible.			\$2,390.60
2. Use these amounts on Form M1PR to see if you are eligible for a special refund.		\$2,337.47	
Tax and Credits	3. Property taxes before credits	\$2,337.47	\$2,390.60
	4. Credits that reduce property taxes		
	A. Agricultural and rural land credits	\$0.00	\$0.00
B. Other Credits	\$0.00	\$0.00	
5. Property taxes after credits	\$2,337.47	\$2,390.60	
Property Tax by Jurisdiction	6. WASHINGTON COUNTY		
	A. County General	\$651.12	\$652.29
	B. County Regional Rail Authority	\$4.87	\$3.85
	7. CITY OF AFTON	\$700.89	\$723.98
	8. State General Tax	\$0.00	\$0.00
	9. ISD 834 STILLWATER		
	A. Voter approved levies	\$350.74	\$461.03
	B. Other Local Levies	\$511.94	\$399.51
	A. Metropolitan Council	\$17.72	\$14.28
	B. Metropolitan Mosquito Control	\$9.56	\$9.30
C. Valley Branch Watershed	\$50.48	\$87.35	
D. County CDA	\$31.92	\$31.24	
11. Non-school voter approved referenda levies	\$8.23	\$7.77	
12. Total property tax before special assessments	\$2,337.47	\$2,390.60	
13. Special assessments	\$1,344.53	\$1,031.40	
14. TOTAL PROPERTY TAX AND SPECIAL ASSESSMENTS	\$3,682.00	\$3,422.00	



FRONT ELEVATION

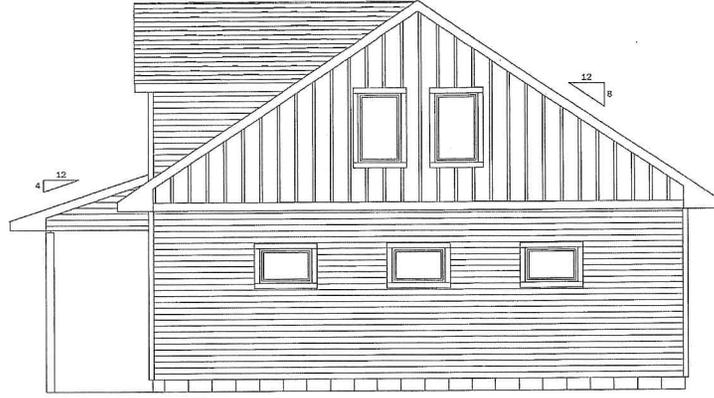
SCALE: 1/4" = 1'-0"



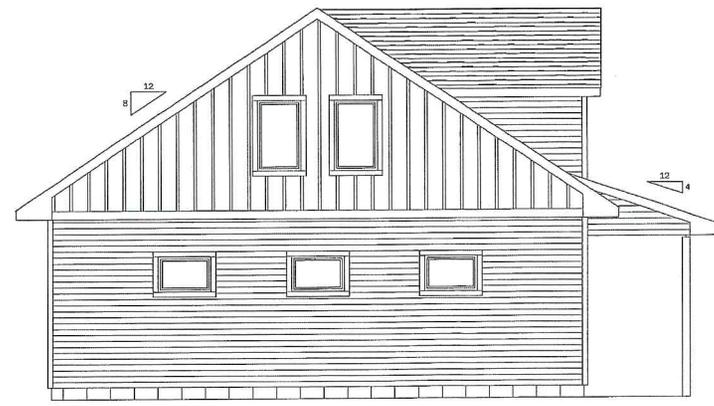
REAR ELEVATION

SCALE: 1/4" = 1'-0"

<p>BRIAN JOSVOLD 15604 AFTON BLVD S AFTON MINNESOTA 55001</p> <p>PHONE: (957) 592-6488 FAX: CAPTBRIGAN@YAHOO.COM</p>	<p>ABC Arrow BUILDING CENTER</p>	<p>ARROW BUILDING CENTER 2000 COLLIER DRIVE W MINNETONKA MINNESOTA 55092</p> <p>PHONE: 952-463-5518 FAX:</p>	<p>SCALE: 1/4" = 1'-0" DRAWN BY: MATT SIMONTEK Friday, December 13, 2013</p>	<p>PAGE: 1/5 A1</p>
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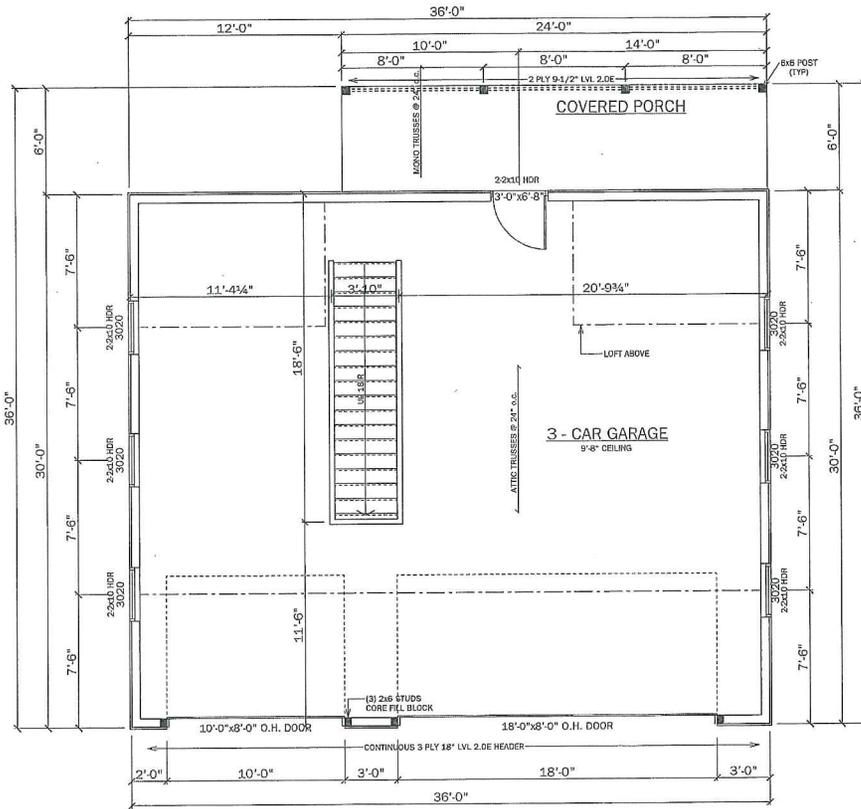


LEFT ELEVATION
SCALE: 1/4" = 1'-0"



RIGHT ELEVATION
SCALE: 1/4" = 1'-0"

<p>BRIAN JOSVOLD 15904 AFTON BLVD S AFTON MINNESOTA 55001</p> <p>PHONE: (857) 592-5488 FAX: CAPTBRIGHT@VA100.COM</p>		<p>ARROW BUILDING CENTER 2000 TOWER DRIVE W STILLWATER MINNESOTA 55082</p> <p>PHONE: (857) 438-3518 FAX:</p>	<p>SCALE: 1/4" = 1'-0" DRAWN BY: MATT SWONTEK Friday, December 13, 2008</p>	<p>PAGE: 2/5 A2</p>
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MAIN FLOOR

SCALE: 1/4" = 1'-0"

1080 SQUARE FEET

NOTES:
 FOUNDATION DIMENSIONS FROM OUTSIDE OF CONC.
 MAIN FLOOR WALL DIMENSIONS FROM OUTSIDE OF SHEATING

HEADER SIZING NOTES:
 MINIMUM OF (2) 2x10 HDR'S
 (1) TRIMMER AT EACH END
 HEADERS GREATER THAN 6'-0"
 (2) TRIMMERS AT EACH END
 (2) KING STUDS EACH SIDE

DETAILS:
 FOUNDATION HGT. = 1'-8"
 MAIN FLOOR PLATE HGT. = 9'-1 1/8"
 ROOF PITCH = 8/12

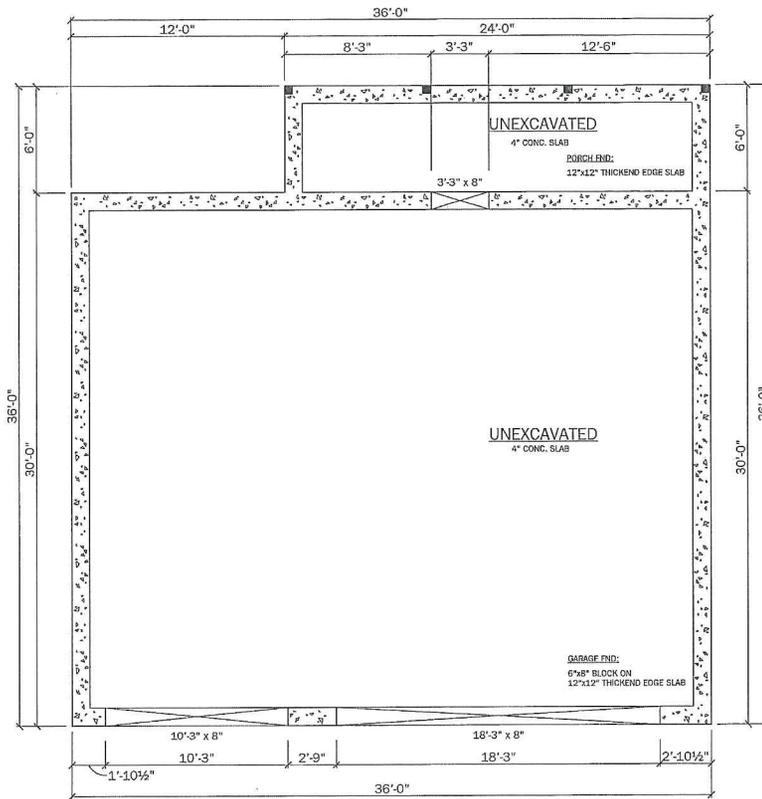
PAGE: 4/5

ARROW BUILDING CENTER
 2000 TOWER DRIVE W
 STILLWATER
 MINNESOTA
 55082

SCALE: 1/4" = 1'-0"
 DRAWN BY: MATT SWONTEK
 Friday, December 13, 2013

BRIAN JOSVOLD
 15504 AFTON BLVD S
 AFTON
 MINNESOTA
 55001

PHONE: (651) 592-6468
 FAX: CAPTBRIGHT@YAHOO.COM



FOUNDATION
SCALE: 1/4" = 1'-0"

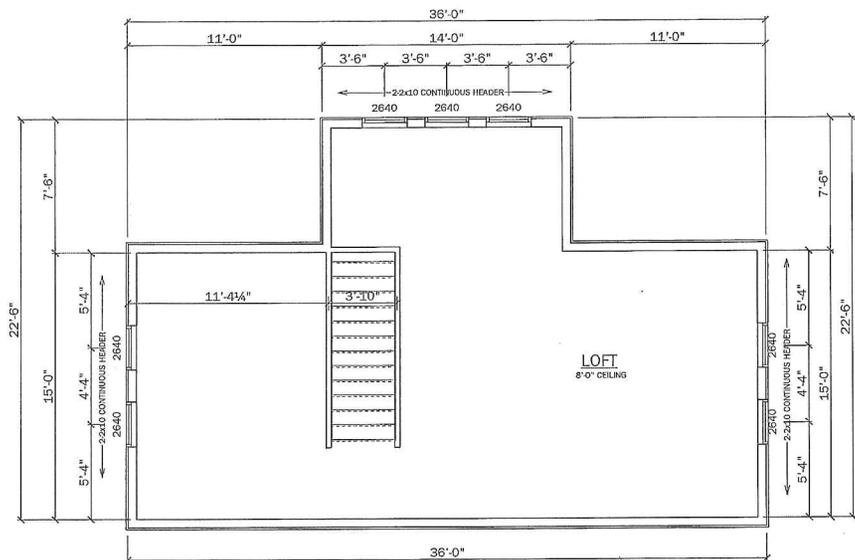
NOTES:
FOUNDATION DIMENSIONS FROM OUTSIDE OF CONC.
MAIN FLOOR WALL DIMENSIONS FROM OUTSIDE OF SHEATING

HEADER SIZING NOTES:
MINIMUM OF (2) 2x10 HDR'S
(1) TRIMMER AT EACH END

HEADERS GREATER THAN 6'-0"
(2) TRIMMERS AT EACH END
(2) KING STUDS EACH SIDE

DETAILS:
FOUNDATION HGT. = 1'-8"
MAIN FLOOR PLATE HGT. = 9'-1 1/8"
ROOF PITCH = 8/12

<p>PAGE: 3/5 A3</p>	
<p>ARROW BUILDING CENTER 2030 TOWER DRIVE W STILLWATER MINNESOTA 55002</p>	
<p>SCALE: 1/4" = 1'-0" DRAWN BY: MATT SWIONTEK Friday, December 13, 2013</p>	
<p>PHONE: 651-489-3518 FAX:</p>	
<p>Arrow BUILDING CENTER</p>	
<p>ABC</p>	
<p>BRIAN JOSVOLD 15904 AFTON BLVD S AFTON MINNESOTA 55001</p>	
<p>PHONE: (651) 552-6488 FAX: CAPTBRIGH@YAHOO.COM</p>	



LOFT
 SCALE: 1/4" = 1'-0"
 680 SQUARE FEET

NOTES:
 FOUNDATION DIMENSIONS FROM OUTSIDE OF CONC.
 MAIN FLOOR WALL DIMENSIONS FROM OUTSIDE OF SHEATING

HEADER SIZING NOTES:
 MINIMUM OF (2) 2x10 HDR's
 (1) TRIMMER AT EACH END

HEADERS GREATER THAN 6'-0"
 (2) TRIMMERS AT EACH END
 (2) KING STUDS EACH SIDE

DETAILS:
 FOUNDATION HGT. || 1'-8"
 MAIN FLOOR PLATE HGT. || 9'-1 1/8"
 ROOF PITCH || 8/12

ARROW BUILDING CENTER
 2000 TOWER DRIVE W
 STILLWATER
 MINNESOTA
 55082

SCALE: 1/4" = 1'-0"
 DRAWN BY: MATT SWONTEK
 Friday, December 13, 2013

PHONE: 651-459-3518
 FAX:



BRIAN JOSVOLD
 16904 AFTON BLVD S
 AFTON
 MINNESOTA
 55001
 PHONE: (651) 592-6488
 FAX:
 CAPTRIGHT@YAHOO.COM

1-14-20

to Afton City Council -

I am sending you this
short note to express my
support for Sue Bragini's
Proposed Variance.

I live across the street
at 15894 Afton Blvd. So,
thank you very much.

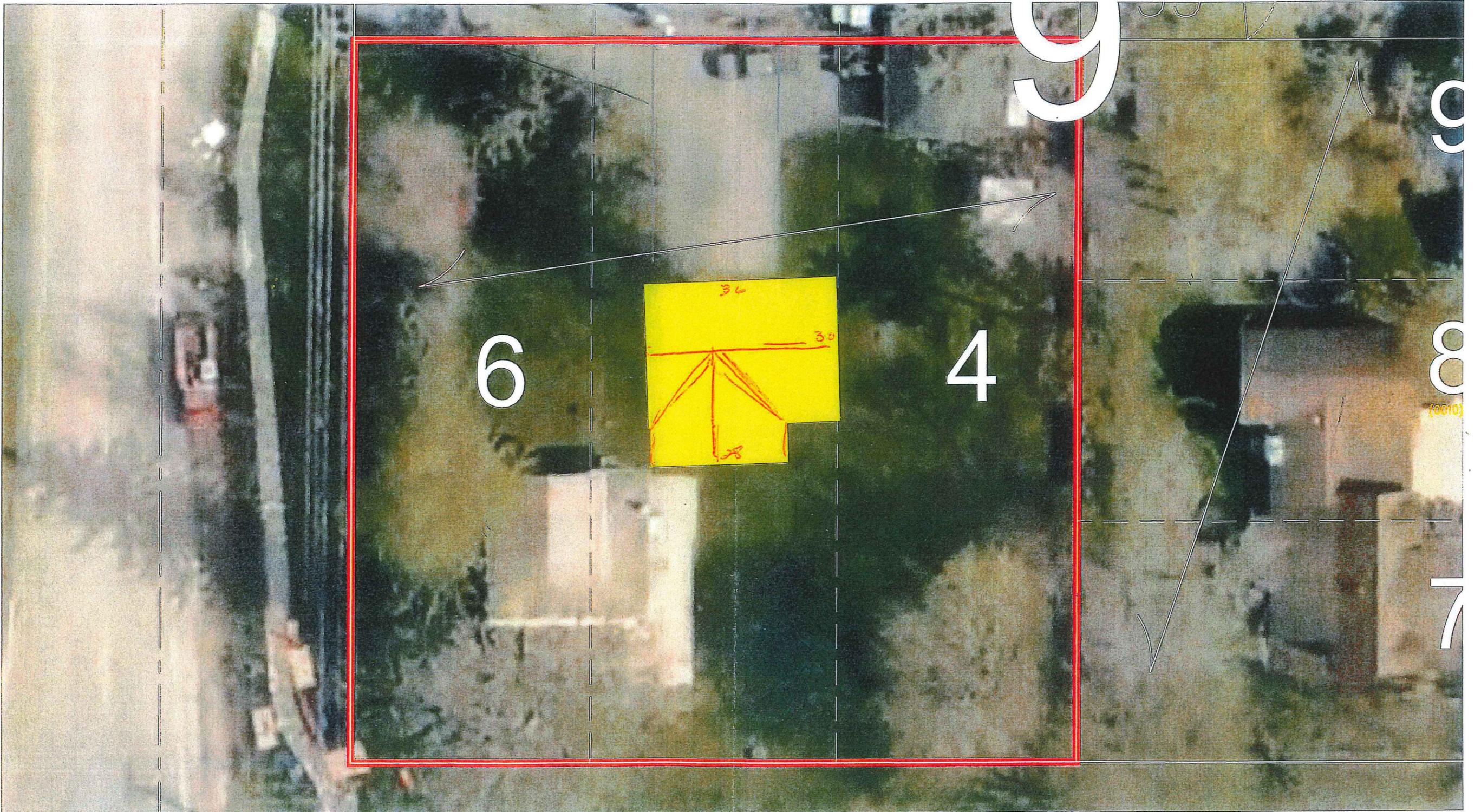
My Best,

RECEIVED

JAN 15 2020

CITY OF AFTON

Rob Kallstrom



Washington County
PUBLIC WORKS DEPARTMENT
SURVEY DIVISION
11660 Myron Road North
Stillwater, Minnesota 55082
(651) 430-4300
publicworks@co.washington.mn.us
www.co.washington.mn.us/surveyor

LEGEND

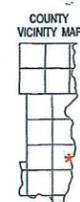
-  DNR PROTECTED WATERS
-  DNR PROTECTED WETLAND
-  DNR PROTECTED WATERCOURSE
-  MUNICIPAL BOUNDARY
-  PARK BOUNDARY



SCALE: 1 inch = 20 feet

SECTION-TOWNSHIP-RANGE INDEX

1602820	1502820	1402820
2102820	202820	2302820
2802820	2702820	2602820



* - LOCATION OF THIS MAP

SECTION VICINITY MAP

22	21	12	11*
NW		NW	
23	24	13	14
32	31	42	41
SW		SW	
33	34	43	44

PROPERTY IDENTIFICATION NUMBER FORMAT (GEOCODE)

SECTION NUMBER	TOWNSHIP NUMBER	RANGE NUMBER	QUARTER	SPECIFIC PARCEL
##	###	##	##	####

(0001) = LAST FOUR DIGITS OF PROPERTY IDENTIFICATION NUMBER

THIS DRAWING IS THE RESULT OF A COMPILATION AND REPRODUCTION OF LAND RECORDS AS THEY APPEAR IN VARIOUS WASHINGTON COUNTY OFFICES. WASHINGTON COUNTY IS NOT RESPONSIBLE FOR ANY INACCURACIES.

PROPERTY LINES AS SHOWN ARE FOR REFERENCE PURPOSES AND MAY NOT REPRESENT ACTUAL LOCATIONS.

MAP LAST UPDATED: August 19, 2019

NO ADDITIONAL CHANGES HAVE BEEN REPORTED TO DATE

DATE OF CONTOURS: November, 2011 DATE OF PHOTOGRAPHY: April, 2017

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

Meeting Date January 21, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members

From: Ron Moorse, City Administrator

Date: January 9, 2020

Re: Preservation and Land Conservation (PLCD) Ordinance Amendment – **Ordinance 01-2020**

The attached PLCD ordinance amendment reflects all Planning Commission recommendations and all Council additions made in recent months. The Planning Commission, at its January 6, 2020 meeting, held a public hearing on the ordinance amendment and recommended approval of the ordinance amendment. The Council may consider approval of the ordinance amendment at this time.

COUNCIL ACTION REQUESTED:

Motion regarding the approval of Ordinance 01-2020 amending the PLCD ordinance.

ORDINANCE 01-2020

CITY OF AFTON

WASHINGTON COUNTY, MINNESOTA

AN ORDINANCE AMENDING SECTIONS 12-89, 12-1256 AND 12-1379 AND ARTICLE XII OF THE CITY CODE RELATED TO PRESERVATION AND LAND CONSERVATION DEVELOPMENTS, CUL-DE-SAC STREETS AND ENVIRONMENTAL ASSESSMENT WORKSHEETS

THE CITY COUNCIL OF THE CITY OF AFTON, MINNESOTA HEREBY ORDAINS:

The following sections of the Afton Code of Ordinances shall be amended by adding the **bold and underlined** language and deleting the ~~strike-through~~ language.

Sec. 12-89 Environmental Assessment Worksheets (EAW) and Environmental Impact Statements (EIS)

G. Prior to or together with any application for a permit or other form of approval for an activity, the proposer shall prepare an EAW of the action's environmental effects, reasonable alternatives to the project and measures for mitigating the adverse environmental effects. Blank EAW forms will be available from the Zoning Administrator and the City Clerk. The proposer shall submit the completed EAW to the Zoning Administrator. The Zoning Administrator shall review the EAW and determine the adequacy of the document. The Zoning Administrator shall use the standards of the state's environmental review program rules in its determination of adequacy. If the Zoning Administrator determines the document is inadequate, he shall return the document to the proposer to correct the inadequacies.

1. The preparation of an EAW must be done by a consultant with the credentials required by Minnesota Statutes and/or Minnesota Administrative Rules and the consultant must be approved by the City. The consultant shall meet with the Zoning Administrator and the City's Engineering consultant prior to the preparation of the EAW to confirm the credentials of the consultant and to identify the key elements of the EAW as it relates to the specific proposed project and the key information to be provided in the EAW.

Sec. 12-1256 Definitions

Outlot means a lot remnant or any parcel of land included in a plat, which may be used as open space. Such outlot may be a large tract that could be subdivided in the future or may be too small to comply with the minimum size requirements of zoning and subdivision ordinances or otherwise unsuitable for development and therefore not usable as a building site. ~~When an outlot is created, the City shall require a development agreement. Outlots are not permitted in subdivisions having cul-de-sac streets.~~

Sec. 12-1379. Cul-de-sac streets.

- A. The City Council may permit cul-de-sac streets, after Planning Commission review, by reason of unfavorable land forms or the irregular shape of the land from which the subdivision is being made and a normal street pattern cannot be established. The City Council may also permit cul-de-sac streets to minimize the impacts of the subdivision or proposed street on existing neighborhoods. These impacts may include increased traffic volume or speed, privacy or security of existing neighborhoods and preservation of natural resources or features.
- B. A cul-de-sac street shall not exceed 1,320 feet in length and shall serve no more than nine lots. Every lot platted on a cul-de-sac street shall have frontage and access on the cul-de-sac street and

shall be included in the nine lot limit. A variance may be granted on the length limitation only when it is clearly demonstrated that the length greater than 1,320 feet is necessary for reasons of unfavorable land topography. No variance shall be granted which would allow more than nine lots to be created on a cul-de-sac street.

- C. When future development of adjacent parcels will allow for extension of a temporary cul-de-sac street or conversion thereof to a through street, the City Council may require that right-of-way shall be dedicated to the plat boundary. No outlots shall be created for this purpose.
- D. Outlots are not permitted in subdivisions having cul-de-sac streets, with the exception of the undeveloped parcel required by a PLCD that is made subject to a conservation easement.
- E. Reference Sec. 12-1256. Definitions for the definition of a cul-de-sac street.

ARTICLE XII. PRESERVATION AND LAND CONSERVATION DEVELOPMENTS.⁴⁵³

Sec. 12-2371. Scope.

This article applies to Preservation and Land Conservation Developments (PLCD) in the Agricultural (AG) zoning district.

Sec. 12-2372. General provisions.

A PLCD is a tract of land that is developed as a unit under single or unified ownership or controls. A Preservation and Land Conservation Development may be allowed in the AG zoning district to preserve prime agricultural land, woodland, wildlife habitat, vistas, groundwater recharge areas, areas with sensitive soils or geological limitations and areas identified in the Comprehensive Plan. Uses not otherwise allowed in the zoning district are prohibited within a planned development unless specifically permitted by provisions of this ordinance.

Sec. 12-2373. Purpose.

The purposes of this article are:

- A. To permit subdivisions in the Agricultural Zoning District which require the construction of a new public street.
- B. To encourage a more creative and efficient development of land and its improvements through the preservation of agricultural land, natural features and amenities than is possible under the more restrictive application of zoning requirements, while at the same time, meeting the standards and purposes of the comprehensive plan and preserving the health, safety, and welfare of the citizens of the City.
- C. To preserve open space, to preserve the natural resources of the site and to preserve wildlife habitat and corridors.
- D. To facilitate the economical provision of streets and public utilities.
- E. To allow the transfer of development rights (density) within a subdivision in order to preserve agricultural land, open space, natural features and amenities.

Sec. 12-2374. Permitted uses.

The Permitted Uses are:

- A. Those uses that are permitted in the underlying zoning district;
- B. Subdivisions that require the construction of a new public street in the AG zoning

district; **Sec. 12-2375. General standards for approval.**

- A. A Conditional Use Permit shall be required for all preservation and land conservation developments. The City may approve the preservation and land conservation development only if it finds that the development satisfies all of the following standards:
 - 1. The preservation and land conservation development is consistent with the comprehensive plan of the City.
 - 2. The preservation and land conservation development is an effective and unified treatment of the development possibilities on the project site and the development plan provides for the preservation of unique natural amenities.
 - 3. The preservation and land conservation development can be planned and developed to harmonize with any existing or proposed development in the areas surrounding the project site. **This includes working with the City regarding the layout of the open space parcel to protect sensitive natural resources and natural features and to make connections with adjacent open space with significant natural features, which could include natural and wildlife corridors.**
 - 4. **Pre-development seeding with a native prairie grass/wildflower mix shall be provided on all lots and on the undeveloped parcel.**
 - 5. **The Developer shall enter into a Developer's Agreement with the City regarding the installation of required improvements, and shall provide financial guarantees as required in Article VI. Subdivisions, including Sections 12-1471 to 12-1476 of the subdivision ordinance. The Developer's Agreement shall include sufficient authority to enable the City to take timely enforcement action, such as an immediate cease and desist order, in addition to, or as part of, a declaration of default with default remedies.**
 - 6. **The homeowner's association restrictive covenants shall contain a provision that in the event the homeowner's association becomes insolvent or ceases operating control shall at its option be transferred to the City of Afton or another method of succession shall be dictated by the City.**
 - 7. **The homeowner's association documents shall contain a waiver of assessment appeal running in favor of the City of Afton.**
 - 8. **Any provisions in the homeowner's association restrictive covenants allowing changes in lots shall be in compliance with Afton's requirements.**
 - 9. **Any covenant amendment provisions in the homeowner's restrictive covenants permitting changes after a certain number of years have passed shall be in compliance with restrictions on future subdivision of PLCD lots and other provisions of Afton's ordinances.**
 - 10. **Any public walking paths shall be included in the Final Development Plan.**
 - 11. **The City of Afton shall be a named insured on the homeowner association insurance policy and the policy shall cover those risks identified by the city, including but not limited to coverage for personal injuries and any other losses occurring as a result of the public use of the walking trails on the conservation area.**
 - 12. **The homeowner's association shall be required to indemnify and hold the City of Afton harmless from all losses incurred as a result of the public's use of the conservation area walking trails.**
 - 13. **Residential lots shall be subject to restrictive covenants in favor of the other lot owners in the development and the City of Afton requiring that 60% of each lot remain planted in native natural prairie, and forbs, shrubs and trees that fit the local eco-type, and appropriate language shall be inserted in the homeowners association documents to ensure enforcement of the maintenance of the lots in accordance with these requirements.**

14. The final plat application shall include estimated initial costs including but not limited to grading, surface water controls and roads and also a final cost estimate, both of which shall be subject to approval by the City's engineers.
 15. No final plat approval shall occur until both the Developer's Agreement and the tri-party conservation easement agreement between the developer, the City of Afton and the Minnesota Land Trust has been executed by all parties.
 16. All new streets shall be named in accordance with the Washington County street naming conventions.
- B. The tract is a minimum of eighty (80) contiguous acres in size and that all of the following conditions exist:
1. The proposal better adapts itself to the physical and aesthetic setting of the site and with the surrounding land uses than could be developed using strict standards and land uses allowed within the underlying zoning district.
 2. The proposal would benefit the area surrounding the project to a greater degree than development allowed within the underlying zoning district.
 3. The proposal would provide land use and/or site design flexibility while enhancing site or building aesthetics to achieve an overall higher quality of development than would otherwise occur in the underlying zoning district.
 4. The proposal would ensure the concentration of open space into more workable or usable areas and would preserve the natural resources of the site more effectively than would otherwise occur in the underlying zoning district.
- C. At least fifty (50) percent of the total tract is preserved as an undeveloped parcel.
- D. A mandatory Environmental Assessment Worksheet is required to be filed with the City.

Sec. 12-2376. Density, Frontage on a Public Street and Length of Cul-de-sac requirements.⁴⁵⁴

- A. The average density over the proposed PLCD shall not exceed the maximum density permitted in the underlying zoning district. Although a PLCD allows a maximum of 4 lots per qtr-qtr section, a developer cannot independently include a portion of a qtr-qtr section in a PLCD unless the developer owns a minimum of 30 acres in the qtr-qtr section. Otherwise, either all property owners in a qtr-qtr section are required to make application for and sign an approved plat, or the developer is required to obtain and record a release from the other owner(s) allowing the subdivision of the developer's portion of the quarter-quarter section.
- B. The maximum length of cul-de-sacs may be exceeded to accommodate curvilinear streets and other design elements that tend to preserve the rural character or other resources within the PLCD. This language does not allow a proportional addition to the number of lots allowed on a longer cul-de-sac.
- C. Reference Sec. 12-1256. Definitions for the definition of a cul-de-sac street.

Sec. 12-2377. Coordination with subdivision regulations.

- A. It is the intent of this article that subdivision review under Chapter 12 be carried out simultaneously with the review of a planned development under this article.
- B. The plans required under this article must be submitted in a form that will satisfy the requirements of Chapter 12 for the preliminary and final plats.

- C. Parcels which contain their maximum permitted density or have been previously subdivided to their permitted density may not be joined to a PLCD. may be included in a PLCD but may not be included in density calculations or land preservation minimum requirements. Such parcels may be included in the PLCD if they allow for the best conservation design for the PLCD as determined by the City.
- D. Park dedication requirements shall be in addition to and not in lieu of the preservation of at least fifty (50) percent of the total tract as an undeveloped parcel. The City may waive all or a portion of the park dedication requirement if the City finds that the waiver is in the City's interest.

Sec. 12-2378. Pre-application meeting.

Prior to the submission of any plan to the Planning Commission, the potential applicant is encouraged to meet with the City Administrator to discuss the contemplated project relative to community development objectives for the area in question and to learn the procedural steps and exhibits required. This includes the procedural steps for an Conditional Use Permit ~~Administrative Permit~~ and a preliminary plat. The potential applicant may submit a simple sketch plan at this stage for informal review and discussion. The potential applicant is urged to seek the advice and assistance of the City staff to facilitate the informal review of the simple sketch plan. The pre-application meeting process is entirely optional for the potential applicant and does not constitute an application within the meaning of this section.

Sec. 12-2379. General development plan.

- A. An applicant shall make an application for an Conditional Use Permit ~~Administrative Permit~~ following the procedural steps as set forth in Section 12-78.
- B. In addition to the criteria and standards set forth in Sec. 12-78 of this article for the granting of Conditional Use Permits ~~Administrative Permits~~, the following additional findings shall be made before the approval of the outline development plan:
 1. The proposed PLCD is in conformance with the comprehensive plan.
 2. The uses proposed will not have an undue and adverse impact on the reasonable enjoyment of neighboring property and will not be detrimental to potential surrounding uses.
 3. Each phase of the proposed development, as it is proposed to be completed, is of sufficient size, composition, and arrangement that its construction, marketing, and operation are feasible as a complete unit, and that provision and construction of dwelling units and common open space are balanced and coordinated.
 4. The PLCD will not create an excessive burden on parks, schools, streets, and other public facilities and utilities that serve or are proposed to serve the district.
 5. The proposed total development is designed in such a manner as to form a desirable and unified environment within its own boundaries.
- C. The following exhibits shall be submitted to the City Administrator by the proposed developer as a part of the application for a Conditional Use Permit ~~Administrative Permit~~:
 1. An explanation of the character of the proposed preservation and land conservation development and the manner in which it has been planned to take advantage of the preservation and land conservation development regulations.
 2. A statement of the present ownership of all the land included within the proposed preservation and land conservation development and a list of property owners within five hundred (500) feet of the outer boundaries of the property.
 3. A general indication of the expected schedule of development including progressive phasing and time schedule.

4. A map giving the legal description of the property including approximate total acreage and also indicating existing property lines and dimensions, ownership of all parcels, platting, easements, street rights-of-way, utilities, buildings and use for the property and for the area five hundred (500) feet beyond.
 5. Natural features maps or maps of the property and area five hundred (500) feet beyond showing contour lines at no more than two-foot intervals, drainage patterns, wetlands, vegetation, soil and subsoil conditions.
 6. A map indicating proposed land uses including housing units and types, vehicular and pedestrian circulation, and open space uses.
 7. Full description as to how all necessary governmental services will be provided to the development.
 8. An engineering report presenting results of percolation tests and soil analysis of the site.
 9. Any additional information requested by the City Administrator, Planning Commission and City Council that might be required for clarification of the proposed project.
 10. Twenty-five (25) copies of all required information, **as well as an electronic copy**, shall be submitted.
- D. The applicant shall also submit a preliminary plat and all the necessary documentation as required under Chapter 12 for all or that portion of the project to be platted. For purposes of administrative simplification, the public hearings required for the **Conditional Use Permit** ~~Administrative Permit~~ and preliminary plat may be combined into one (1) hearing or may be held concurrently.

Sec. 12-2380. Final development plan.

- A. Within ninety (90) days following the approval of the general development plan with recommended modifications, if any, and the preliminary plat, the applicant shall file with the City Administrator a final development plan containing in final form the information required in the general development plan plus any changes recommended by the Planning Commission and the City Council as a result of the public hearing. The applicant shall also submit a final plat for that entire portion to be platted.
- B. The City Administrator shall submit the final development plan and the final plat to the Planning Commission for review.
- C. The final development plan and the final plat shall conform to the general development plan and preliminary plat plus any recommended changes by the Planning Commission or City Council to the general development plan and preliminary plat.
- D. The City Council shall review the final development plan and final plat. If the final development plan is approved by the City Council, the City Administrator shall issue a Conditional Use Permit to the applicant.
- E. The applicant(s) shall grant a Conservation Easement which shall run with the land in perpetuity to the City of Afton, ~~all of the owners of the lots and parcels to be created in the PLCD, all land owners of property within Afton abutting the PLCD and the Minnesota Land Trust (or similar independent third party approved by the City of Afton), which restricts the lots and parcels, as well as the development rights on the undeveloped parcel within the PLCD to the number of dwelling units approved for the PLCD and the land cover and use approved by the City of Afton as a part of this PLCD. If neither Minnesota Land Trust nor any comparable organization will accept the Conservation Easement the City of Afton, in its sole discretion, may upon a specific finding that no conservation organization will accept a Conservation Easement, waive such requirement. In the case of such waiver, the applicant(s) shall be required to extend the grant of a Conservation Easement to the owners of property that abuts all abutting property to the PLCD.~~

1. **The Conservation Easement shall include the following elements**

- a. the identification of the natural, scenic and open space qualities of the protected property that are to be protected as “conservation values”
 - b. a description of the conservation purpose of the easement
 - c. a listing of specific restrictions on the use of the property
 - d. habitat management according to a Habitat Management Plan.
2. The Minnesota Land Trust (or similar independent third party approved by the City of Afton) shall review and approve the HOA covenants as they relate to the undeveloped parcel and shall provide a written statement that they will agree to the conservation easement over the land prior to final PLCD approval.

Sec. 12-2381. Enforcement of development schedule.

The construction and provisions of all of the common open spaces and public and recreational facilities that are shown on the final development plan must proceed at the same phase as the construction of dwelling units. At least once every six (6) months following the approval of the final development plan, the City Administrator shall review all of the building permits issued for the planned development and examine the construction which has taken place on the site. If he shall find that the rate of construction of dwelling units is greater than the rate at which common open space and public and recreational facilities have been constructed and provided, he shall forward this information to the City Council, which may revoke the PLCD permit.

Sec. 12-2382. Conveyance and maintenance of undeveloped parcel.

- A. All land shown on the final development plan as an undeveloped parcel must be conveyed to a homeowners association or similar organization provided in an indenture establishing an association or similar organization for the maintenance of the planned development. The undeveloped parcel must be conveyed to the homeowners association or similar organization subject to covenants to be approved by the City Council which restrict the undeveloped parcel to the uses specified on the final development plan and which provide for the maintenance of the undeveloped parcel in a manner which assures its continuing use for its intended purpose. The undeveloped parcel shall also be subject to a conservation easement as described in Sec. 12-2380, paragraph E.
- B. If a homeowners association is created, the applicant shall submit plans at the time of final plan of development and documents which explain:
 1. Ownership and membership requirements.
 2. Articles of incorporation and bylaws.
 3. Time at which the developer turns the association over to the homeowners.
 4. Specific listing of items owned in common including such items as roads, recreation facilities, parking, common open space grounds, and utilities.

Sec. 12-2383. Standards for undeveloped parcel.

No open area may be approved as common undeveloped parcel under the provisions of this article unless it meets the following standards:

- A. The location, shape, size, and character of the undeveloped parcel must be suitable for the planned development.
- B. The undeveloped parcel must be used for amenity or recreational purposes. The uses authorized for the undeveloped parcel must be appropriate to the scale and character of the planned development,

considering its size, density, expected population, topography, and the number and type of dwellings to be provided.

- C. The undeveloped parcel must be suitably improved for its intended use but common space containing natural features worthy of preservation may be left unimproved. The buildings, structures and improvements which are permitted in the undeveloped parcel must be appropriate to the uses which are authorized for the

undeveloped parcel and must conserve and enhance the amenities of the undeveloped parcel having regard to its topography and unimproved condition.

- D. **Outlots are not permitted in subdivisions having cul-de-sac streets, with the exception of the undeveloped parcel required by a PLCD that is made subject to a conservation easement.**

Sec. 12-2384. Review and amendments.

- A. The City Administrator shall review all PLCDs within the City at least once each year and shall make a report to the City Council on the status of the development in each of the PLCD districts. If the City Administrator finds that the development has not commenced within one (1) year after the original approval of the conditional use for the PLCD, the City Administrator may recommend that the City Council revoke the **Conditional Use Permit** ~~Administrative Permit~~ as set forth in Section 12-78 of this chapter. Prior to cancellation or revocation of this permit, the City Council shall hold a public hearing at which time all interested parties will be given an opportunity to be heard.
- B. For additional phases of the PLCD, if within two (2) years of completion of the prior phase, the project has not progressed, the City Administrator may recommend that the City Council determine what action will be taken with the remainder of the project. Prior to determining the outcome of the PLCD, the Planning Commission shall hold a public hearing at which time all interested parties will be given an opportunity to be heard.
- C. Minor changes in the location, placement, and heights of the buildings or structures may be authorized by the Zoning Administrator if required by engineering or other circumstances not foreseen at the time the final plan was approved.
- D. Approval of the Planning Commission and City Council shall be required for other changes such as rearrangement of lots, blocks and building tracts. Those changes shall be consistent with the purpose and intent of the approved final development plan.
- E. Any amendment to the PLCD shall require the same procedures as for the application for a **Conditional Use Permit** ~~Administrative Permit~~ as set forth in this chapter.
- F. This Ordinance shall be in full force and effect from the date of the publication of this Ordinance.

⁴⁵² Ord. 97-55, 6/18/02, Ord 04-2009, 5/19/2009

⁴⁵³ Ord 06-2008, 4/15/2008; Ord 02-2014, 5/20/2014

⁴⁵⁴ Ord 02-2014, 5/20/2014

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 21ST DAY OF JANUARY, 2020.

SIGNED:

Bill Palmquist, Mayor

ATTEST:

Ronald J. Moorse, City Administrator

Motion by:

Second by:

Perkins:

Wroblewski:

Ross:

Nelson:

Palmquist:

<p>City of Afton 3033 St. Croix Trl, P.O. Box 219 Afton, MN 55001</p>
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Meeting Date January 21, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members

From: Ron Moose, City Administrator

Date: January 9, 2020

Re: Residential Short Term Rental Ordinance

The Council, at its November 19 meeting, referred a draft short term rental ordinance to the Planning Commission for review and comment. The Planning Commission provided feedback regarding a number of performance standards and requested staff to research other short term rental ordinances. The City of Stillwater has a very comprehensive short term rental ordinance that was provided to the Council and then to the Planning Commission.

The Planning Commission discussed the Stillwater ordinance, as well as additional performance standards. The Commission also discussed the option of allowing a homesteaded property to have a small number of short term rentals, such as two weeks per year, without a license. The Planning Commission requested staff to redraft the ordinance to reflect a substantial portion of the Stillwater ordinance, as well as the additional feedback from the Planning Commission, for the Planning Commission's review in February. Staff has attached a redrafted ordinance that the Planning Commission will review at its February meeting. Staff would like to obtain feedback from the Council regarding the redrafted ordinance, particularly any items the Council strongly believes should remain in the ordinance and items the Council strongly believes should be removed from the ordinance.

Types of Short Term Rentals

The draft ordinance includes four types, or categories, of short term rentals; based on whether they have a limited number of rentals, whether the primary resident of the property is present during the rentals and whether the property does not serve as a person's primary residence, but is used exclusively for short term rentals. These categories are described in the ordinance under paragraph C. Definitions. The licensing requirements and performance standards increase from Type A through Type D. (See paragraph G. Licensing Requirements and paragraph H. Performance Standards.)

Short Term Rentals on Non-Homesteaded Properties Require Greater Performance Standards and Requirements

The Council and Planning Commission have discussed whether a non-homesteaded property should be able to have short term rentals. The Planning Commission recommendation is supportive of this, but with significantly greater requirements, including a Conditional Use Permit. The requirements are set out in the ordinance under paragraph H. Performance Standards (for Type D short term rentals).

Limited Rentals for Homesteaded Parcel Without a License

The Planning Commission did not have an in-depth discussion regarding allowing a limited number of short term rentals for homesteaded parcels without a license. They will be discussing this option again at their February meeting. Staff has included in the redrafted ordinance the allowance of up to two weeks of rentals per year for a homesteaded property without a license. Staff would like to obtain feedback from the Council regarding this option, as additional direction to the Planning Commission for its review of the redrafted ordinance.

Fines

The City of Stillwater has a schedule of increasing fines for complaints or violations, as follows:

- First substantiated and relevant complaint or violation: \$250.00
- Second complaint or violation: \$1,000.00
- Third complaint or violation: \$2,000.00, and will start the process of license revocation

Staff would like feedback from the Council regarding the schedule of fines.

Necessity of Short Term Rentals Ordinance

Both the Council and the Planning Commission have discussed whether a short term rental ordinance is needed, given the small number of rentals that are currently occurring and the absence of complaints. The discussions have involved general concerns about adding regulations, as well as concerns regarding the administrative workload and the ability to enforce the ordinance requirements, if necessary. The Council and Planning Commission have also discussed the benefits of having an ordinance with performance standards in place, both to prevent problems and to have an enforcement process if problems begin to occur.

Council Action Requested

Motion regarding feedback to staff regarding the redrafted short term rental ordinance.

ORDINANCE 0X-2020

CITY OF AFTON

WASHINGTON COUNTY, MINNESOTA

AN ORDINANCE AMENDING CHAPTER 12, LAND USE OF THE CITY CODE TO ADD SECTION 12-232 RELATED TO RESIDENTIAL SHORT TERM RENTALS

THE CITY COUNCIL OF THE CITY OF AFTON, MINNESOTA HEREBY ORDAINS:

The following language shall be added as Section 12-232 of Chapter 12 of the Afton Code of Ordinances.

Sec. 12-232. Short-Term Rentals

A. *Scope.* This section applies to all short-term rentals in the City of Afton.

B. *Purpose.* The City of Afton has adopted this ordinance for the purpose of allowing short-term rentals consistent with rural residential or agricultural zone uses where appropriate while mitigating impacts upon surrounding properties by implementing balanced regulations, and to protect the general public health, safety and welfare.

C. *Definitions.* For the purposes of this section (12-232) the following terms, phrases, words and their derivations shall have the meanings as given here. When consistent with the context, words in the plural include the singular and words in the singular include the plural.

Certificate of Septic System Compliance. A compliance certificate that was issued on a new septic system installed within the past five years or a copy of a compliance inspection which was performed within the past three years.

City. City of Afton.

Dwelling. A principal structure that contains one dwelling unit, intended or designated to be used, rented, leased, let or hired out to be occupied for living purposes.

Dwelling Unit. A single unit providing complete, independent living facilities for one (1) or more persons, including permanent provisions for living, sleeping, eating, cooking and sanitation.

Owner. Any person who, alone or with others, has title or interest in any building, property, dwelling, dwelling unit or portion thereof, with or without accompanying actual possession thereof, including any person who as tenant, agent, executor, administrator, trustee, or guardian of an estate has charge, care, control of any -dwelling or dwelling unit.

Person. Any individual, firm, corporation, association, governmental entity, or partnership and its agents or assigns.

Primary residence, means the dwelling unit within which a person lives for six months plus a day during a calendar year.

Primary resident, means a person living on a property where the property is the person's primary residence.

Short Term Home Rental, Type A. Short term home rentals in a homesteaded property with less than 14 days of rentals per year. Type A short term home rental does not require a license, but must operate in accordance with the performance standards in this section.

Short Term Home Rental, Type B. (Hosted short term rental) means a dwelling unit that is offered to transient guests for a period of less than 30 consecutive days, where a primary resident of the property is present while the transient guests are present.

Short term Home Rental, Type C. (Unhosted short term rental) means a dwelling unit that is offered to transient guests for a period of less than 30 consecutive days, where the property serves as a person's primary residence but a primary resident of the property is not present while the transient guests are present.

Short term home rentals, Type D. (dedicated short term rental). means a dwelling unit that is offered to transient guests for a period of less than 30 consecutive days, where the property does not serve as a person's primary residence

Short-term rental. A dwelling unit, or a portion of a dwelling unit, rented for a period of less than thirty (30) days. No more than one (1) rental of a short-term rental dwelling unit or portion thereof shall be permitted per day.

D. License required . No property may be used for Type B, C or D short term home rental unless a license is granted by the city.

Term . The initial short-term rental license shall expire one year from the date the license is issued, unless revoked. Subsequent renewals shall not be for a period of more than three years.

Renewal . A renewal license must be applied for every three years. The renewal license application may only be submitted after the property has passed a city inspection as required and appropriate fees have been paid.

Non-Transferable . Licenses are non-transferable and shall expire upon change of ownership of the property.

E. License application . Any property owner desiring to undertake short term home rentals must apply to the city for a short term home rental license. A license must be approved prior to operating within the city. The license application request must be submitted on the form provided by the city and must include all the information requested on the application form. A criminal background check consistent with Minn. Stat. §299C will be conducted on managers (as defined by Minn. Stat. §299C.67, Sub. 4) as part of the license application review.

F. License fee . The license application form must be accompanied by payment in full of the required license application fee. The license application fee will be determined by the city council in the city fee schedule.

G. License issuance . Licenses shall be issued exclusively for principal structures with one dwelling unit, with the exception of a duplex with a valid conditional use permit, which has two dwelling units. The process for review and issuance of a license will vary depending upon the type of short term home rental as follows:

Type A - Short term home rentals in a homesteaded property with less than 14 days of rentals per year. Type A short term home rental does not require a license, but must operate in accordance with the applicable performance standards in this section.

Type B – Hosted short term home rentals in a homesteaded property with more than 14 days of rentals per year. Type B short term home rental licenses will be issued administratively if all the terms and conditions of this section are met.

Type C - Unhosted short term home rentals in a homesteaded property. Type C short term home rental licenses will be issued administratively if all the terms and conditions of this section are met.

Type D - Unhosted, dedicated short term rental. Type D short term home rental licenses require a conditional use permit and will be issued administratively if all the terms and conditions of this section are met and a conditional use permit (CUP) is granted. The conditional use permit application will be reviewed according to the CUP process established in the City Code section 12-78.

H. *Performance standards* . Type A, B, C and D short term home rentals shall be subject to the performance standards identified below, except where a performance standard is specifically applicable to only specific types of rentals.

- *Parking* .

In residential zoning districts, all guest parking must be accommodated on improved driveways and improved parking surfaces on the premises. No on-street parking is allowed for guests.

- *Length of guest stay*. The minimum length of stay is one day. The maximum length of stay is 30 days.
- *Number of guests* . The maximum number of guests will be limited to two times the number of bedrooms, or sleeping areas, plus one.
- *Annual water testing*. The licensee for Type B, C, and D short term rentals shall test the water serving the dwelling for coliform bacteria, nitrates and lead on an annual basis.
- *Guest records* . The licensee for Type C and D short term rentals must keep a guest record including the name, address, phone number, and vehicle license plate information for all guests and must provide a report to the city upon 48 hours' notice.
- *Manager information*. For Type C and D short term home rentals, the licensee must provide the name, phone number and address of the owner, operating lessee or managing agent/representative to all property owners within 150 of the property lines. The licensee shall provide any changes to this information to the community development department and to the neighboring properties within ten days of any such changes.
- *Guest disclosures* . The licensee must disclose in writing to their guests the following rules and regulations and must submit a copy of the disclosure to the city with the license application and renewal applications. In addition, the disclosures must be conspicuously displayed in the home. The disclosures must include the following:
 - For Type D short term home rentals, the name, phone number and address of the owner, operating lessee or managing agent/representative;
 - The maximum number of guests allowed at the property;
 - The maximum number of vehicles allowed at the property and the approved parking

areas;

- Property rules related to use of outdoor features, such as decks, patios, grills, recreational fires, saunas and other recreational facilities;
 - That City nuisance ordinances will be enforced by the Washington County Sheriff's Department, including reduced noise levels between 10:00 p.m. and 8:00 a.m.;
 - That no events are allowed to be hosted by a guest on the premises.
-
- *Posting of license number.* The licensee must post the city license number at the property and on all print, poster or web advertisements.
 - *Proximity of assistance.* For Type D short term home rentals, the property owner or a manager/representative must be located within 30 minutes travel time of the property.
 - *Signage.* For Type A, B C and D short term home rental no signage is allowed on the property.
 - *Events.* Events are not allowed to be hosted by guests on the premises. For purposes of this section, an event means a gathering on the premises of more than three un-registered guests. Events hosted by the property owner are allowed but must comply with all applicable city ordinances and policies, including the prohibition on renting out private residential property for events.
 - *Insurance.* The licensee must provide proof of sufficient and suitable property insurance with the license application and must be able to confirm that the coverage remains in place within 24 hours of a request by the city.
 - There shall be no change in the exterior appearance of the home or premises, or other visible evidence of the conduct of a short term home rental, except that additional on-site city code compliant parking may be provided.

I. Required health and safety inspections.

Type B and C license applications will not be accepted without an approved inspection report signed by the city's fire department and building department. The inspection must have been completed no more than 60 days prior to submission of the license application. The list of health and safety items that will be inspected will be included in license application materials so that the licensee will know in advance what items will be inspected. If the inspection identifies items that must be corrected, all corrections must be completed and verified by the city before the license will be issued.

Any property licensed under this section shall be subject to lawful inspection by the zoning administrator and the zoning administrator's authorized representatives upon a schedule determined by the zoning administrator or upon complaint.

J. Site Plan and Floor Plan for Type C and D short term home rentals.

The applicant must submit a site plan of the property drawn to scale, showing parking and driveways, all structures and outdoor recreational areas that guests will be allowed to use, including, but not limited to, deck/patio, barbeque grill, recreational fire, or sauna.

The applicant must submit a floor plan of the residence drawn to scale identifying which rooms are proposed to be used as guest bedrooms or sleeping areas.

K. *Interchangeability of License Types*. A licensee may use the license to operate any short term home rental type equal to or less restrictive than the one for which the license was issued. For example, if an owner is issued a Type C license, the property is permitted to operate as a Type C, B or A. If a Type B license is issued, the property is permitted to operate as a Type B or A.

L. *Enforcement* .

- *Injunctive relief* . In the event of a violation or threatened violation of this ordinance, the city, in addition to other remedies, is entitled to seek injunctive relief or proceedings to prevent, restrain, correct or abate such violations or threatened violations.
- *Misdemeanor* . The penalty for a violation of this ordinance shall be a misdemeanor.
- *Fines* . In addition to penalty provisions in (1) and (2) above, the administrative fines for violations of this section shall be as established by the city council in the annual fee schedule.
- *Suspension or revocation* . Any short term home rental license may be suspended or revoked for one or more of the following reasons upon notice and the provision of an opportunity for hearing for good cause,
 - Violation of, or noncompliance with, any license requirement or standard, or any applicable law, statute or ordinance
 - It is the third substantiated and relevant complaint within a 12-month period.
 - The licensee has failed to pay all of the appropriate fees related to the license, or is delinquent on any other city fees;
 - The licensee has made fraudulent statements, misrepresentations, not fully disclosed information or made false statements in the application for or in the course of the licensee's business;
 - The licensee has been convicted of any crime or offense in the previous five years involving or relating to the short term home rental business and the licensee has failed to show competent evidence of sufficient rehabilitation and present fitness to perform the duties of the business;
 - The licensee has acted in an unauthorized manner or beyond the scope of the license granted.

If a license is revoked, the owner is prohibited from making application for another license for any type of short-term home rental for a period of six months.

M. *Severability*. If any portion of this section is determined to be invalid or unconstitutional by a court of competent jurisdiction, that portion shall be deemed severed from the section, and such determination shall not affect the validity of the remainder of the section.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS _____ DAY OF _____, 2020.

SIGNED:

Bill Palmquist, Mayor

ATTEST:

Ronald J. Moore, City Administrator

Motion by:

Second by:

Perkins:

Wroblewski:

Ross:

Nelson:

Palmquist:

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

Meeting Date January 21, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorse, City Administrator
Date: January 13, 2020
Re: Afton Creek Preserve Construction Update

At this time, there are no updates regarding the construction of the improvements to serve the Afton Creek Preserve subdivision. If there is any new construction information, or if the Council has questions regarding construction, they can be discussed at the Council meeting.

COUNCIL ACTION REQUESTED:

No action required.

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

Meeting Date January 21, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorse, City Administrator
Date: January 14, 2020
Re: Request for Reduction in the Afton Creek Preserve Letter of Credit

Bruce Smith, Project Manager for the Afton Creek Preserve development, has provided the attached letter requesting a reduction in the Letter of Credit. The Developer's Agreement for the Afton Creek Preserve development provides the following process for the reduction in the Letter of Credit.

Process for Reduction of Letter of Credit (Security Guarantee)

The developer may request a reduction of the Security Guarantee based on prepayment or the value of the completed improvements at the time of the requested reduction. If requested by the developer, the City will perform an evaluation of the work completed only twice per calendar year. If additional evaluations are requested, the developer will be responsible for the estimated costs incurred by the City for performing the additional valuations. The amount of the reductions will be determined by the City.

The City Engineer has reviewed the request and the value of the completed improvements, and has provided the attached recommendation regarding a reduction in the Letter of Credit. The recommendation is to reduce the amount of the Letter of Credit from \$1,714,219.38 to \$602,477.03 based on the grading being 90% complete, the street being 80% complete, the ponds being complete but not functioning and the landscaping being incomplete. The \$602,477.03 amount is substantially beyond the expected remaining costs to complete all elements of the improvements. This request does not include the separate \$358,800 Letter of Credit that is in place in relation to the paving of 60th Street.

COUNCIL ACTION REQUESTED:

Motion regarding a reduction in the Afton Creek Preserve Letter of Credit.

October 22, 2019

Afton Creek Preserve Development, LLC
Bruce Smith
488 Atwater Circle
St. Paul, MN 55103

Ron Moore
City Administrator
3033 St. Croix Trail
Afton, MN 55011

Dear Mr. Moore,

This letter is to serve as our formal request for reduction of the security requirement for the Afton Creek Preserve Development project. Original security requirements were 1,714,219.38, based on 125% of projected costs, provided to the city through the form of an irrevocable letter of credit. Below is an itemized list of total payments made to Peterson Companies for all work completed on site to date. It is our opinion that all work has been completed and satisfied except for the final lift of asphalt.

Mass Grading

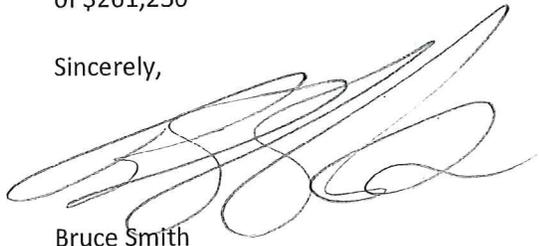
Mobilization	39,780
Clearing & Grubbing of Trees	17,000
House Demolition	42,921
Earthwork & Erosion Control	334,698
Survey work	88,646
Total Removals, Grading and Erosion	\$ 523,045

Plat Improvements

Utilities (Culverts & Ponds)	219,835
Roadway Construction	190,820
Signage	1,900
Landscaping	127,000
Total Plat Improvements	\$ 539,555

Total payments made to date are \$1,062,600; we have a remaining balance \$209,000 owed to Peterson Construction for the bituminous paving of all roadways. Of that balance \$73,150 is for the final lift that will be installed once 75% of the homes are completed. At this time, we would request that the security requirement be reduced to 125% of the remaining \$209,000 in anticipated expense. For a total security of \$261,250

Sincerely,



Bruce Smith

Description of Improvement	Status	Original Amount	Original x 125%	Proposed
Removals, Grading, and Erosion Control	Work Complete, but may need on-going erosion control (90% reduction)	\$ 447,485.25	\$ 559,356.56	\$ 55,935.66
Storm Sewer and Ponding	Work is complete but ponds are not functioning per permit requirements. 50 % reduction recommended	\$ 213,669.50	\$ 267,086.88	\$ 133,543.44
Roadway construction	Roads have been graded, 1st layer of pavement has been placed, curb and gutter has been installed, and shouldering has been completed. Recommend reduction of 80% for cost to place wear course and fix any potential issues that develop over the winter.	\$ 441,778.00	\$ 552,222.50	\$ 110,444.50
Landscaping	Not Complete	\$ 215,642.75	\$ 269,553.44	\$ 269,553.44
Legal, Eng. Admin. Fee	Reduce to 50%	\$ 66,000.00	\$ 66,000.00	\$ 33,000.00
	Total	\$ 1,384,575.50	\$ 1,714,219.38	\$ 602,477.03

City of Afton

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

Meeting Date January 21, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members

From: Ron Moore, City Administrator

Date: January 14, 2020

Re: River Road Sanitary Sewer Project Update

Overall Project

The overall River Road Sanitary Sewer Project involves two main elements. One element is pipe bursting to enlarge the undersized sanitary sewer lines originally installed as part of the 201 project in the 1980's. The second element is to install a new gravity sewer line to serve the Perkins property at 4202 River Road and the Evanoff property at 4102 River Road. The overall project was advertised for bids in 2019, but the bids were substantially higher than anticipated and the Council rejected the bids and directed that the project be rebid in early 2020.

Options for Serving the 4202 and 4102 River Road Properties

A. Install a new gravity sewer line.

In response to the need to address septic issues on the 4202 property in a timely manner, and due to a lower price quote for directionally drilling, the Council approved a separate project for the installation of the new gravity line to serve the 4202 and 4102 River Road properties. The directional drilling of the sanitary sewer line began on December 16, but the work was stopped when a large area of bedrock was encountered that the drilling could not break through. The contractor then proposed a substantially higher price to open cut River Road to install the sewer line.

B. Connect to the existing forcemain.

The much higher cost of open excavation caused the option of connecting directly to the force main and using a grinder pump to be re-considered. The price quote to install a connection from the forcemain to the 4202 River Road property is \$16,920.50. There would also be a cost of approximately \$10,000 for a grinder pump needed to pump the sewage into the pressurized force main. The forcemain option would be done now for the 4202 River Road property at the cost of \$16,920.50 plus \$10,000, and would need to be done in the future at a similar cost for the 4102 property. The total costs of connecting both properties to the forcemain, including the cost of a grinder pump for each property, would be \$53,841.

River Road Sanitary Sewer Pipe Bursting Project and Cost Savings

The project to expand the existing undersized sanitary sewer gravity lines by pipe-bursting is to be re-advertised for bids in February of 2020. The decision regarding moving ahead with a separate project to serve the 4202 and 4102 properties has a substantial impact on the pipe bursting project. Moving ahead with a separate project would be expected to reduce the pipe bursting project cost by approximately \$163,000. Subtracting the \$80,000 cost of the separate new gravity line project to serve the 4202 and 4102 properties would result in a net savings of \$83,000.

City Engineer Analysis and Recommendation

The City Engineer has provided a report analyzing the alternatives (see attached), and is recommending option 2A, the proposal from Capra utilities in the amount of \$80,000 to provide a gravity line from the lift station that would provide sewer stubs for both the 4202 and 4102 properties. While this cost is higher than the cost of the forcemain connection option, the gravity line option is still expected to result in an overall savings of about \$83,000 for the overall River Road Sanitary Sewer Project. In addition, it is preferred to have a gravity system vs. a grinder pump system if the cost difference is reasonable.

COUNCIL ACTION REQUESTED:

Motion regarding selecting an option for providing sanitary sewer service to the 4202 and 4102 River Road Properties.



Memorandum

To: Honorable Mayor and City Council, City of Afton
 From: Nick Guilliams, City Engineer
 Date: January 21, 2020
 Re: January Engineering Staff Report

1. River Road Sanitary Sewer

In December, Capra's Utilities attempted to directionally drill sanitary sewer services from 4102 and 4202 River Road to the existing lift station. During the drilling process, rock was encountered causing the drilling effort to be unsuccessful. We issued a request for quotes the week of January 6th for the following alternatives using an open trenching method for installation of the pipe:

- **Alternate 1A:** Install a 1 ¼" sanitary sewer (force main) service from the existing 2" force main to 4202 River Road. Substantial Completion (temporary restoration): February 28, 2020. Final Completion (final restoration): June 1, 2020.
- **Alternate 1B:** Install a 1 ¼" sanitary sewer (force main) service from the existing 2" force main to 4202 River Road. Substantial and Final Completion: June 1, 2020.
- **Alternate 2A:** Install sanitary sewer service stubs from existing lift station to 4202 and 4102 River Road using open cut trenching. Substantial Completion (temporary restoration): February 28, 2020. Final Completion (final restoration): June 1, 2020.
- **Alternate 2B:** Install sanitary sewer service stubs from existing lift station to 4202 and 4102 River Road using open cut trenching. Substantial and Final Completion: June 1, 2020.

The request for quotes was sent to several contractors with Capra Utilities, Inc. providing the sole quotation (attached). A sketch of the proposed work depicting the alternatives is attached. A summary of the quote is as follows:

Alternative	1A	1B	2A	2B
Total Cost	\$16,920.50	\$16,268.00	\$80,000.00	\$74,545.00

While the cost to install the service to 4202 River Road is less than the installation of the two services, we feel that connecting to the lift station manhole is a better option than connecting to the existing force main as the condition of the existing force main is not known. Alternates 1A and 1B would require the property owner at 4202 River Road to install a grinder pump at the property in addition to the connection to the house.

If Alternate 2A or 2B is awarded, services would be installed to 2 properties. In addition, the River Road Sanitary Sewer project that includes pipe bursting the existing 4" sanitary sewer main could be revised to eliminate the proposed 6" gravity main adjacent to 4102 and 4202 River Road and replacement of the existing 2" force main at an estimated

Honorable Mayor and City Council, City of Afton
January 21, 2020
Page 2

savings of \$83,000, assuming Alternate 2A is awarded. The cost differential of Alternate 2A and 2B is \$5,455 which would be the cost to substantially complete the work by February 28, 2020 with final restoration of all disturbed areas to be completed by June 1st.

Action: Recommend approval of the proposal from Capra's Utilities, Inc. in the amount of \$80,000.00 to provide sanitary sewer services for 4102 and 4202 River Road to be substantially completed by February 28, 2020.

If you have any questions, please contact me at 612-419-3589 or nguilliams@wsbeng.com

Attachments: Proposal from Capra Utilities, Inc.
Sketch of proposed work

REQUEST FOR QUOTES

- Request for Quotes: **River Road Sanitary Sewer Services**
City of Afton, MN
- Submittal Deadline: Delivered in person, mailed, emailed or faxed
**to be received by WSB & Associates, Inc., St. Paul Office,
178 E 9th Street, Suite 200, St. Paul, MN by 2:00 p.m. CDT on
January 14, 2020.**
- Submit To: Sue Polka, P.E.
Senior Project Manager
WSB & Associates, Inc.
178 E 9th Street, Suite 200
St. Paul, MN 55101
Phone: 612-246-6142
spolka@wsbeng.com
- Other Requirements: The undersigned certifies that the Contract Documents have been carefully examined, and that the site of the work has been personally inspected. The undersigned declares that the amount and nature of the work to be done is understood, and that at no time will misunderstanding of the Contract Documents be pleaded. On the basis of the Contract Documents, the undersigned proposes to furnish all necessary apparatus and other means of construction, to do all the work and furnish all the materials in the manner specified, and to accept as full compensation therefore the sum of the various products obtained by multiplying each unit price herein bid for the work or materials, by quantities thereof actually incorporated in the completed project, as determined by the Engineer.
- The undersigned understands that the quantities mentioned herein are approximate only, and are subject to increase or decrease, and hereby proposes to perform all work as either increased or decreased, in accordance with the provisions of the specification, at the unit prices bid in the following proposal schedule, unless such schedule designates lump sum bids.
- Prior to any work performed, the Contractor will provide evidence of acceptable insurance coverage (\$2 million in general liability insurance) to protect itself and the City from claims and liability for injury or damage to persons or property for all work performed, and name the City as an additional insured under its commercial general liability policy in limits acceptable to the City. The Contractor will also provide its

own worker's compensation insurance and provide evidence to the City of such coverage before providing services.

The contractor will be required to enter into an agreement prepared by the Town of May and agree to all the terms and conditions of that agreement in order to conduct its services.

The term of this contract will be the date of acceptance through June 1, 2020.

Contractor is an independent contractor and not employee(s) of the City. The contractor will supply and use its own equipment and tools to perform its services.

In submitting this proposal, it is understood that the right reserved by the Owner to reject any or all proposals and to waive informalities.

As a part of this quote, the Contractor agrees to perform all work described in the specifications and shown on the plans for the following unit prices:

No.	Item	Units	Qty.	Unit Price	Total Price
Alternate 1A					
1	Furnish & install 1 1/4" force main from property line to existing 2" force main	LF	20	295 ⁰⁰	5,900 ⁰⁰
2	Rock Excavation/Removal	CY	21	95.00	1,995 ⁰⁰
3	Connect to existing force main	EACH	1	3,500	3,500 ⁰⁰
4	Curb stop	EACH	1	623	623
5	Road Restoration (temp.)	SY	35	13.50	472.50
6	Bituminous Patch-Special	SY	35	70	2,450 ⁰⁰
7	Restore disturbed green areas (temp)	SY	45	4.00	180 ⁰⁰
8	Restore disturbed green areas (final)	SY	45	20.00	900 ⁰⁰
9	Traffic Control	Lump Sum	1	900	900
				Total	\$ 16,920.50
				Alternate 1A	

Alternate 1B

1	Furnish & install 1 1/2" force main from property to existing 2" force main	LF	20	295-	5,900-
2	Rock Excavation/Removal	CY	21	95.00	1,995.00
3	Connect to existing force main	EACH	1	3,500.	3,500
4	Curb stop	EACH	1	623-	623-
5	Bituminous Patch Special	SY	35	70-	2,450-
6	Restore disturbed green areas (Final)	SY	45	20.00	900
7	Traffic Control	Lump Sum	1	900-	900

Total Alternate 1B \$ 16,268.00

Alternate 2A

1	4" PVC sewer service	LF	415	48	19,920
2	4" Clean out	EACH	3	100	300
3	Connect to exist. MH	EACH	2	2,500	5,000-
4	Rock Excavation/Removal	CY	225	95	21,375-
5	Road Restoration (Temp.)	SY	330	13.50	4,455.00
6	Bituminous Patch Special	SY	330	70	23,100
7	Remove and Replace Bituminous Driveway	SY	20	60	1,200-
8	Remove and Replace Gravel Driveway	SY	25	12	300-
9	Salvage and Reinstall Mailboxes	EACH	2	100	200-
10	Restore disturbed green areas (Temp.)	SY	250	4	1,000-
11	Restore disturbed green areas (Final)	SY	250	9.00-	2,250-
12	Traffic Control	Lump Sum	1	900	900

Total Alternate 2A \$ 80,000-

Alternate 2B

1	4" PVC sewer service	LF	415	48 ⁰⁰	19,920 ⁻
2	4" Clean out	EACH	3	100 ⁰⁰	300 ⁻
3	Connect to exist. MH	EACH	2	2,500 ⁰⁰	5000 ⁻
4	Rock Excavation/Removal	CY	225	95 ⁰⁰	21,375 ⁻
5	Bituminous Patch Special	SY	330	70	23,100 ⁻
6	Remove and Replace Bituminous Driveway	SY	20	60	1,200 ⁻
7	Remove and Replace Gravel Driveway	SY	25	12	300 ⁻
8	Salvage and Reinstall Mailboxes	EACH	2	100	200 ⁻
9	Restore disturbed green areas (Final)	SY	250	9.00 ⁻	2,250 ⁻
10	Traffic Control	Lump Sum	1	900 ⁰⁰	900 ⁻
Total Alternate 2B				S	74,545⁰⁰

Project Description:

All work shall be completed as directed in the field by the Engineer or City Staff.

Alternate 1A: Furnish and install a 1 1/4" force main from the existing 2" force main located in River Road to approximately the property line (see River Road Sewer Services sketch). Includes all restoration to roadway and yard area, both temporary (winter) and final (spring). **Substantial Completion:** February 28, 2020. **Final Completion:** June 1, 2020

Alternate 1B: Furnish and install a 1 1/4" force main from the existing 2" force main located in River Road to approximately the property line (see River Road Sewer Services sketch). Includes final restoration to roadway and yard area. **Substantial Completion and Final Completion:** June 1, 2020

Alternate 2A: Furnish and install sanitary sewer service stubs to 4202 and 4102 River Road using open cut trenching (see River Road Sewer Services sketch). Includes all restoration to pavement and yard areas both temporary (winter) and permanent (spring). **Substantial Completion:** February 28, 2020. **Final Completion:** June 1, 2020

Alternate 2A: Furnish and install sanitary sewer service stubs to 4202 and 4102 River Road using open cut trenching (see River

Road Sewer Services sketch). Includes final restoration to pavement and yard areas. **Substantial Completion and Final Completion: June 1, 2020**

A geotechnical report is included for informational purposes.

The City Council may choose to award a contract for Alternate 1A, Alternate 1B, Alternate 2A, Alternate 2B or no contract.

Project Specifications: The following specifications shall govern this project according to the following order:
Division 2 Special Provisions attached
Minnesota Department of Transportation's "Standard Specifications for Highway Construction" (referenced "MnDOT") 2018 edition and any supplements or modifications.
City Engineers Association of Minnesota (CEAM) "Standard Specifications, 2018 Edition"

All work shall be completed as follows:
Submitted by:

The project is anticipated to be awarded at the January 21, 2020 City Council meeting.

If a corporation, what is the state of incorporation?

Capras Utilities Inc a MN Corporation

If a partnership, state full name of all co-partners.

Official Address

2340 Leibel St
White Bear Lake, MN 55120

Firm Name

Capras Utilities Inc

By

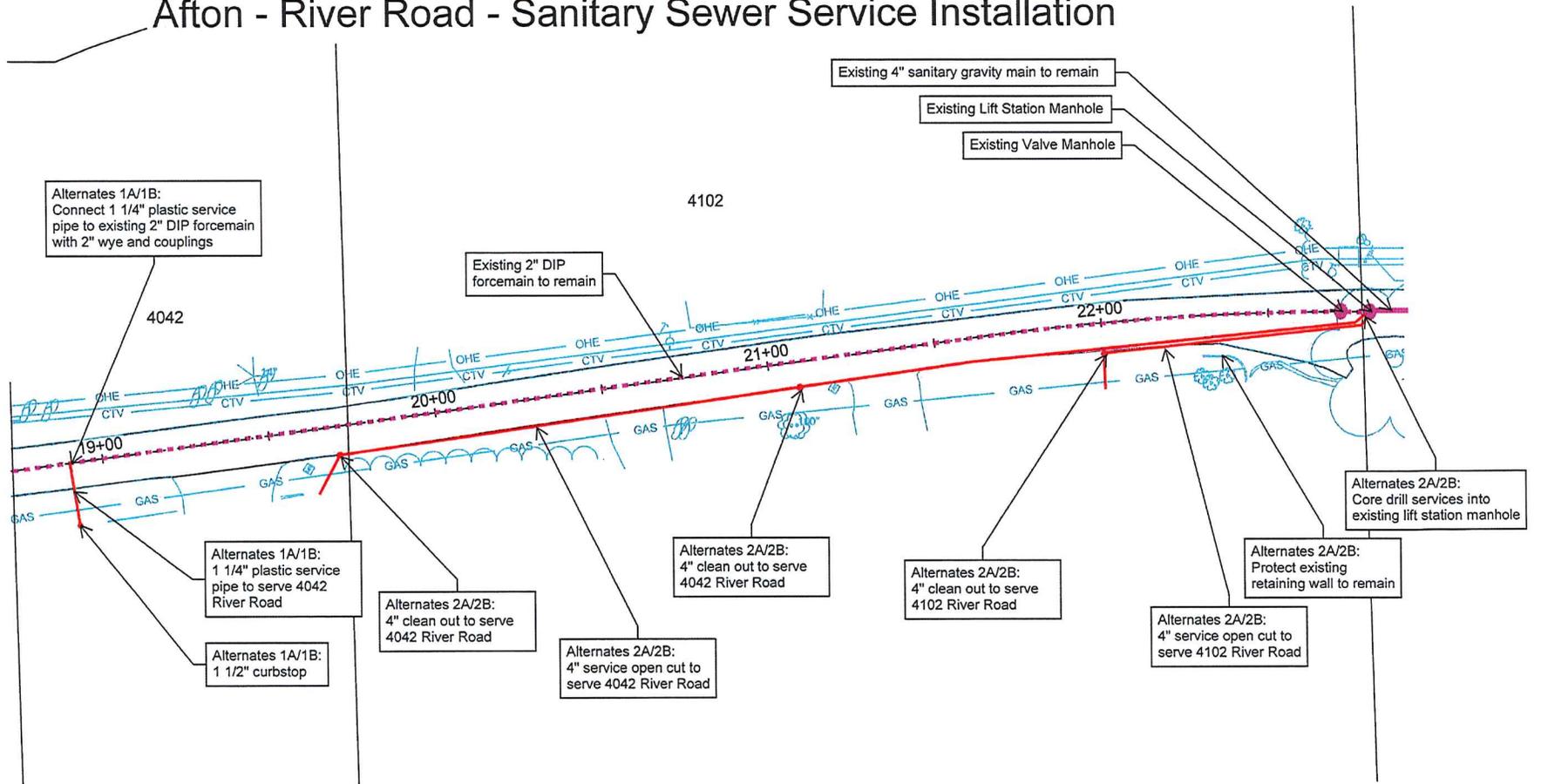
[Signature]

(An Authorized Signature)

Date: 1-14-2020

Title President

Afton - River Road - Sanitary Sewer Service Installation



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

Meeting Date January 21, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorse, City Administrator
Date: January 14, 2020
Re: Replace City Hall Fluorescent Lights with LED Lights

The current fluorescent light fixtures in the City Hall are the original fixtures from the construction of the City Hall in 1982. The fluorescent light bulbs require periodic replacement and a specific method of disposal due to mercury. The ballasts, which are the mechanisms that power the lights, are now nearly 40 years old, and will likely begin to fail in the near future. The Public Works Committee discussed the replacement of the fluorescent lights at its December 3, 2019 meeting, and Ken Johnson, Public Works Supervisor, coordinated an energy audit by Xcel Energy, which included cost information regarding the replacement of the fluorescent lights with LED lights.

There are two main options for the light replacements. One option is to retain the current light fixtures, eliminate the ballasts and install new LED bulbs that are wired directly to the power source. The second option is to eliminate the current fixtures and purchase and install new light fixtures with LED bulbs.

Council member Ross has worked with Xcel regarding a hybrid solution that retains the current light fixtures, eliminates the ballasts and installs new LED bulbs in the office areas both downstairs and upstairs; and replaces the total fixtures in the Council Chambers to enable dimmable lighting during presentations.

The cost of the hybrid solution, including parts and labor, is \$2,950. This is substantially lower than expected. In addition there is nearly a \$300 per year energy savings, an environmental impact savings and the elimination of the need to use the mercury-filled fluorescent tubes. Because the LED fixtures in the Council Chambers would be smaller than the current fixtures, the project should also include a coat of paint on the ceiling.

The project costs could be funded from the Building and Land Fund, which has a current balance of \$14,282.

COUNCIL ACTION REQUESTED:

Motion regarding replacing the City Hall fluorescent lights with LED lights.

Lighting System Analysis

Cost Saving Recommendations

Customer Report

January 10, 2020

Property Address:

Afton City Of-vTubes

3033 Saint Croix Trl S
Afton, MN 55001-9674

Prepared for:

Ken Johnson

Afton City Of
3033 Saint Croix Trl S
Afton, MN 55001-9674

Cell: 651-387-6587



www.mncee.org

Prepared by Lighting Specialist:

Charlie Ketchum
Center for Energy and Environment
212 3rd Avenue North, Suite 560
Minneapolis, MN 55401

Mobile: (612) 518-4008
Phone:
Fax: (612) 335-5888
E-mail: cketchum@mncee.org

Program Coordinator:

Kristen Funk
Center for Energy and Environment
212 3rd Avenue North, Suite 560
Minneapolis, Minnesota 55401

Phone: 612-335-3487
Fax: 612-335-5888
E-mail: kfunk@mncee.org

- Audits
- Financing
- Contractors
- Rebates

Lighting Upgrades	Estimated Costs	Estimated Annual Savings	Payback
Total Installed Cost <i>Before rebate</i>	\$2,941.32		
Utility Rebate*	\$445.32		
Your Final Cost <i>After rebate</i>	\$2,496.00	\$267.19 ^(a)	9.3 years
⇒ <i>Rebate equals 15% of installed cost. (Including special orders)</i>			
<p><i>*Job must be completed and invoices submitted within 90 days or by 10/30/2020, whichever comes first. One-Stop reserves the right to withdraw this rebate offer after expiration. You may request an extension, which includes re-verification of eligibility, kW/kWh savings, installation costs, estimated rebate, and program rules by One-Stop.</i></p>			

CEE Financing Option

Estimated monthly savings	\$22.27 ^(a)	
Monthly loan payments at 3.9% for 60 month term	\$49.89 ^(b)	11.2 years
<p>(b) Estimate based on a loan amount of \$2,696.00, including a \$200.00 loan processing fee. Mortgage, flood and title fees may apply. The loan term has a maximum of 5 years, with monthly payments not less than the estimated monthly savings. Final terms and conditions set by lender upon loan approval.</p>		(Including Loan Financing Charges)

Utility Cost Analysis	Demand (KW)	Energy (KWh)	Annual Cost	CO2 (lbs)*
Existing Lights	2.320	3,977	\$466.12	6,761
New Lights	0.996	1,697	\$198.93	2,885
Estimated Savings	1.324	2,280	\$267.19 ^(a) ◀	3,876 *

* How do CO2 emissions affect me and my business? ↑ Rising concentrations of greenhouse gasses (GHG) produce an increase in the average surface temperature of the Earth over time. Rising temperatures produce changes in precipitation patterns, storm severity, and sea level commonly referred to as "climate change." ↑ Carbon dioxide (CO2), methane, nitrous oxide and four groups of fluorinated gases (sulfur hexafluoride, HFCs, PFCs and CFCs) are the major GHG. In the U.S., GHG emissions come primarily from the combustion of fossil fuels in energy use. CO2 emissions from coal-fired electricity generation comprise nearly 80 percent of the total CO2 emissions produced by the generation of electricity in the U.S. ↑ Installing energy-efficient lighting and implementing other conservation measures that reduce electric energy use significantly reduces GHG emissions and mitigates global climate change. Read more at: www.eia.doe.gov or www.epa.gov

(a) Savings estimates are based on standard engineering calculations and are NOT guaranteed. Your actual savings may be higher or lower depending on various factors, including how you operate your lights and other electric equipment in your building. Electric Utility Rates = \$0.1172/KWh and \$0.00/KW, where Demand cost savings occurs primarily during the summer months peak rate hours of 9am to 9pm.

(13 [00,00] [0] [00,00] [00] [True] [1.324KW])

One-Stop Efficiency Shop[®]

Recommended Lighting Projects

Recommended Lighting System Upgrades	Schedule Name & Hours/year of Operation	Installed Cost (Without Rebate)	Estimated Annual Savings	Select
Area A: Chamber				
Project: #1	5x08 2,086 hrs/yr	\$837.13 Incl Special Order	\$45.47	<input checked="" type="checkbox"/>
Qty Watts EXISTING Luminaire 6 58 T8 4' 32 E2-2L-Exist*	Qty Watts NEW Luminaire 6 27 LED Troffer 2x2 Fixture 27W			
Project: #2	5x03 782 hrs/yr	\$850.63 Incl Special Order	\$17.04	<input checked="" type="checkbox"/>
Qty Watts EXISTING Luminaire 6 58 T8 4' 32 E2-2L-Exist*	Qty Watts NEW Luminaire 6 27 LED Troffer 2x2 Fixture 27W**			
Area B: Office				
Project: #3	5x08 2,086 hrs/yr	\$313.39 Incl Special Order	\$58.19	<input checked="" type="checkbox"/>
Qty Watts EXISTING Luminaire 7 58 T8 4' 32 E2-2L-Exist*	Qty Watts NEW Luminaire 7 24 LED 012W Linear-T8-Bypass-4' 2L			
Area C: Restroom				
Project: #4	5x04 1,043 hrs/yr	\$89.54 Incl Special Order	\$8.31	<input checked="" type="checkbox"/>
Qty Watts EXISTING Luminaire 2 58 T8 4' 32 E2-2L-Exist*	Qty Watts NEW Luminaire 2 24 LED 012W Linear-T8-Bypass-4' 2L			
Area D: Upper Office				
Project: #5	5x07 1,825 hrs/yr	\$850.63 Incl Special Order	\$138.18	<input checked="" type="checkbox"/>
Qty Watts EXISTING Luminaire 19 58 T8 4' 32 E2-2L-Exist*	Qty Watts NEW Luminaire 19 24 LED 012W Linear-T8-Bypass-4' 2L			
Totals (Including special orders)		\$2,941.32	\$267.19	

One-Stop Efficiency Shop[®]
Customer Participation Agreement

I, the undersigned, agree that to the best of my knowledge the lighting schedule below accurately describes how the lights are operated at the facility listed in this document. I understand that the energy or cost savings reflected in this analysis are estimates, and that Center for Energy and Environment (CEE) and Xcel Energy do not guarantee that a specific level of energy or cost savings will result from the implementation of energy conservation measures or the use of products funded under this program. I also give CEE permission to submit, on my behalf, all Xcel Energy rebate and financing forms required for the One-Stop Efficiency Shop[®] program.

I understand that all electrical code violations that are found during the lighting system inspection or during installation must be brought up to code at the customer's expense. Costs for correcting code violations are NOT included in the installation costs quoted in this document.

I understand that my lighting contractor must contact the auditor in order to participate in the One-Stop Program, and that I WILL NOT BE ELIGIBLE FOR THE REBATE UNLESS MY CONTRACTOR CONTACTS THE AUDITOR. (One-Stop Auditor: Charlie Ketchum, Cell Ph. (612) 518-4008)

By signing below I certify that I have read, understand and will comply with the attached One-Stop Efficiency Shop[®] RULES and REQUIREMENTS, and that I can not apply for other rebates offered by Xcel Energy or any other energy-efficiency program towards lamps or lighting work covered by this agreement.

Select One
<input type="checkbox"/> Financed
<input type="checkbox"/> Cash

Signature Ken Johnson Date _____
Customer Cost: \$2,496.00 (Including special orders)

Lighting Schedules

Your lighting savings are based on the following average hours of operation							
Lighting Schedule Name	Mon	Tues	Wed	Thur	Fri	Sat	Sun
5x03 782 hrs/yr	3.0 hrs						
5x04 1,043 hrs/yr	4.0 hrs						
5x07 1,825 hrs/yr	7.0 hrs						
5x08 2,086 hrs/yr	8.0 hrs						

Program ID#	Afton City Of-vTubes
00049785	3033 Saint Croix Trl S
	Afton, MN 55001-9674

ONE-STOP EFFICIENCY SHOP® PROGRAM RULES and REQUIREMENTS

The One-Stop Efficiency Shop® lighting efficiency program (One-Stop Efficiency Shop®), administered by Center for Energy and Environment (“CEE”) and funded through Xcel Energy, offers cash rebates to eligible small business customers (“Participant”) who purchase and install qualifying energy-efficient lighting products in existing buildings.

The intent of the One-Stop Efficiency Shop® operating as a Minnesota Conservation Improvement Program (CIP), is to incentivize Xcel Energy’s customers to install energy efficient equipment earlier than they would have otherwise by defraying a portion of the cost of the retrofit. To ensure that the program operates as intended, the Participant must have a financial stake in the transaction and the Participant’s Project Cost must be greater than zero to receive a One-Stop Efficiency Shop® rebate.

Participant Qualifications

One-Stop Efficiency Shop® rebates apply only to qualified Xcel Energy customers with a valid commercial electric account in Xcel Energy’s Minnesota service territory that meet One-Stop Efficiency Shop® eligibility requirements. The Vendor or Participant must verify with a CEE consultant that an Xcel Energy account is eligible for One-Stop Efficiency Shop® rebates before committing to, purchasing equipment for or implementing a project. To determine if a business qualifies for the One-Stop Efficiency Shop® please contact CEE at (612) 244-2427.

Eligibility Requirements

1. Rebate items must be installed at the Xcel Energy electric account listed on the application.
2. All equipment must be new. Used or rebuilt equipment is not eligible for a rebate.
3. All removed lighting equipment (lamps, ballasts and fixtures) must be properly recycled, and cannot be sold or reused at another location. Documentation may be required to ensure compliance with proper disposal of equipment.
4. Energy-efficient equipment must result in an electric load reduction.
5. Xcel Energy and CEE recommend Illuminating Engineering Society (IES) light levels. Participant is responsible for approval of final light levels.
6. Rebates are offered for interior lighting, exterior canopy lighting, soffit fixtures, wall pack fixtures, parking garage and parking lot lighting. Rebates will not be issued for street lighting. Most screw-in compact fluorescent lamps (CFLs) are not eligible for rebates.
7. Lamps or other equipment that have already been rebated through any other Xcel Energy rebate programs are ineligible for a rebate under the One-Stop Efficiency Shop®. This includes upstream programs that provide incentives to manufacturers, distributors and retailers to sell products at a discounted price.
8. CEE reserves the right to disallow a rebate if it determines, in its sole judgment, that the lighting technology is inappropriately applied or light levels are inadequate. Contact your CEE consultant to determine qualification of custom or specialty lighting projects.
9. Equipment must be purchased, properly installed and fully operating prior to submitting an application for a rebate.

Vendor Responsibilities

10. The “Vendor” is any person or company that is consulting on the project, selling the project to the participant, completing the work and/or supplying the materials. Vendor is an independent contractor and not an agent or representative of Xcel Energy or CEE, has no authority to bind Xcel Energy or CEE, and is solely responsible for sub-contractors the Vendor hires to do some or all of the work and/or supply materials.
11. The Vendor must clearly communicate to the Participant the purpose and requirements of the One-Stop Efficiency Shop®, including eligibility requirements for lighting rebates. The Vendor must involve the CEE consultant in communications with the Participant, and must keep the CEE consultant fully informed regarding all details of the transaction.

12. Vendors are responsible for reviewing, signing and returning the Contractor Report to CEE before materials are ordered. By signing the Contractor Report, the Vendor represents and warrants that the transaction complies with these Rules and Requirements and that the project specifications in the Contractor Report are accurate, acceptable and will be installed as specified.
13. Any inaccuracies concerning project specifications must be reported immediately to a CEE consultant so they can be addressed, the rebate recalculated if necessary and a revised report issued to the Vendor and the Participant.
14. Vendor must contact a CEE consultant whenever there are changes to the project so that equipment eligibility can be confirmed and the rebate value can be re-calculated if necessary.
15. CEE will not be responsible for changes in the rebate value if the Vendor does not sign and return the Contractor Report, and report: inaccuracies in the Contractor Report; changes in the equipment to be installed; or changes in the project during construction.

Rebate Calculations

16. Rebate values are based on CEE’s calculation of electric demand (KW) and energy (kWh) savings. Hours used for calculation of the kWh savings must be an accurate representation of the Participant’s operating schedule.
17. Electric demand and energy savings are calculated using lighting efficiency baselines established by the Energy Independence and Security Act (EISA). EISA standards apply to most T12 and incandescent lighting technologies today, and will apply to other technologies as efficiency requirements continue to be phased in.
18. If an Xcel Energy lighting rebate was previously assigned to this account and the rebated lighting was subsequently converted to a less efficient lighting system, a One-Stop consultant must review the situation to determine the correct baseline energy use for calculating the rebate.
19. Rebates are based on the energy use of the equipment actually installed at the site and the Participant’s Project Cost. Rebates will be recalculated if the final equipment and Participant’s Project Cost is different than originally approved by CEE.
20. Rebates cannot exceed 60 percent of the Participant’s Project Cost, unless otherwise specified by the One-Stop Efficiency Shop®. The minimum rebate paid is \$5.00.
21. “Participant’s Project Cost” means the Participant’s financial obligation for the lighting retrofit based on the total project cost less any and all Deductions, regardless of when these Deductions are received.

ONE-STOP EFFICIENCY SHOP® PROGRAM RULES and REQUIREMENTS

22. "Deductions" means anything of value received by the Participant that reduces the Participant's actual out-of-pocket cost for the lighting retrofit including, but not limited to: labor or material donations; monetary donations; labor or material cost deductions; grants; awards, rebates; or any other assistance of monetary value provided, directly or indirectly, by the Vendor, its agents or representatives to reduce the Participant's actual financial obligation for the lighting project.

23. The following types of financial transactions are not allowed as methods of payment by the Participant for the lighting project: barter, in-kind donations and performance contracting.

24. All Deductions must be separately itemized on the final invoice submitted to CEE. The Participant's Project Cost must be greater than zero to receive a One-Stop Efficiency Shop® rebate.

Invoice

25. The Vendor must submit an accurate, complete and transparent final invoice for the completed lighting retrofit. All parties involved in the project, including the Participant and CEE, must have a clear understanding of the scope of work and associated project costs, including any Deductions that have been applied.

26. Invoice(s) submitted must include: (1) itemized quantity, manufacturer's make and model numbers for each material item, (2) a lump sum amount for both material and labor, and (3) grand total project cost. In some cases, original equipment manufacturer (OEM) specification sheets may be requested for verification or clarification.

27. The Vendor must provide the Participant an invoice that reflects the same financial information that is submitted to CEE, including any Deductions that have been applied.

Verification

28. CEE reserves the right to inspect Participant's facility(ies) for installation of materials listed on this rebate application and will need access to survey the installed project. Participant must keep a sample of any and all types of equipment removed for a period of three (3) months after receiving a rebate from Xcel Energy. If the inspection determines that Participant did not comply with these Rules and Requirements, any rebate received by Participant must be promptly returned to Xcel Energy.

29. Vendor agrees to promptly provide CEE with such additional documentation and information as may be necessary to verify compliance with these Rules and Requirements, such as copies of cancelled checks or other relevant receipts/records as proof that the Participant paid the amount reflected on the invoice. Rebates for that project will not be paid until all requested documentation and information is provided and verified.

Rebate Application and Payment

30. One-Stop Efficiency Shop® rules and rebate eligibility requirements are subject to change. It is the Participant's and Vendor's responsibility to verify with CEE that estimated rebates are still valid before committing to, purchasing equipment for or implementing a project. CEE will not pay a rebate for projects where the invoice is submitted more than 12 months after the start of the project.

31. Xcel Energy and CEE are not responsible for any lost, late, stolen, ineligible, illegible, misdirected or postage-due mail. All completed rebate applications and other submissions in connection with the One-Stop Efficiency Shop® become the property of Xcel Energy and CEE and will not be returned.

32. In cases of deferred payment, CEE reserves the right to process the rebate only when full payment is received by the Vendor from the Participant. All financed and alternate payment plans must be documented with detailed, legally obligating and signed contracts. CEE reserves the right to disallow any payment plan that its staff determines is not in compliance with the program design intent and rules.

33. Rebates will not be disbursed until the project is fully installed and verified.

34. The rebate check will be sent to the Participant (i.e., Xcel Energy account holder) listed on the rebate application, unless otherwise authorized by CEE.

Xcel Energy will issue rebates in the form of checks, not utility bill credits.

35. Once completed paperwork is submitted and approved, rebate payments are usually made in 6 to 8 weeks.

Special Notices

36. Xcel Energy and CEE reserve the right to refuse payment or participation in the One-Stop Efficiency Shop® if the Participant or Vendor violates program design intent, rules and procedures. Xcel Energy and CEE are not liable for rebates promised to Participants as a result of a Vendor misrepresenting the program.

37. The One-Stop Efficiency Shop® is subject to 60 days notice of cancellation. The Participant and Vendor are responsible for checking with a CEE consultant to determine whether the program is still in effect and to verify program requirements.

38. CEE RESERVES THE RIGHT TO DISQUALIFY NON-COMPLIANT VENDORS FROM PARTICIPATION IN THE ONE-STOP EFFICIENCY SHOP®.

Disclaimers

Xcel Energy and CEE:

39. Do not endorse any particular vendor, manufacturer, product or system design by offering these rebates;

40. Will not be responsible for any tax liability imposed on the Participant as a result of the payment of rebates;

41. EXPRESSLY DISCLAIM ALL WARRANTIES, EXPRESSED OR IMPLIED, AND ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR PARTICULAR PURPOSE WITH RESPECT TO ANY PRODUCTS, EQUIPMENT, MATERIAL OR WORKMANSHIP PROVIDED, SUPPLIED OR INSTALLED IN CONNECTION WITH THE ONE-STOP EFFICIENCY SHOP®.

Warranties, if any, are between Participant and equipment manufacturer (s) and/or Vendors.

42. Are not responsible for the disposal of removed lighting equipment (lamps, ballasts and/or fixtures) replaced as a result of this program, when required for optimum lighting performance;

43. In no event shall be liable for any indirect, special, incidental, consequential or punitive damages arising out of or relating to administering the One-Stop Efficiency Shop®;

44. Do not guarantee that a specific level of energy or cost savings will result from the implementation of energy conservation measures or the use of products funded under this program.

For more information, contact CEE at
Phone: (612) 244-2427 Fax: (612) 335-5888
Mail To: Center for Energy and Environment
212 3rd Avenue North, Suite 560
Minneapolis, MN 55401



<p>City of Afton 3033 St. Croix Trl, P.O. Box 219 Afton, MN 55001</p>
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Meeting Date January 21, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members

From: Ron Moorse, City Administrator

Date: January 14, 2020

Re: Contracted Services Requests for Proposals (RFP)

Most City services are provided by contractual arrangements with service providers. The Council has agreed to conduct two RFP processes per year for contracted services. In recent years, a number of RFP processes have been completed or contracts for services have been extended. These include the following

Recent RFP Processes

- **Accounting:** After an RFP process to replace the retiring accountant, the accountant agreed to continue through May 31, 2021. **An RFP process is needed in late 2020 or early 2021. Carlson SV is interested in providing accounting services to Afton, but that would not allow them to continue to provide auditing services to Afton. Carlson SV is currently providing accounting services to Lakeland. Tom Niedzwiecki has indicated they are doing a very good job, at a reasonable cost, using the system Tom had set up, which is very similar to the system Tom has been using in Afton.**
- **Annual Audit:** An RFP process resulted in a new auditing firm with a three year contract for the 2018, 2019 and 2020 audits
In mid-2020, the Council will need to determine whether to extend the contract with Carlson SV or conduct an RFP process. As indicated above, Carlson SV is interested in providing accounting services to Afton, which would not allow them to continue to provide auditing services to Afton.
- **Building Inspection:** Contract was extended for a three year term expiring on December 31, 2021
- **Animal Control and Animal Impound:** Due to retirement of long-time provider, a new provider was selected to begin in 2020.
- **Snow and Ice Control:** Contract was extended for an additional 5-year term expiring in 2024
- **Solid Waste and Recycling:** The current five-year contract with Highland Sanitation runs through 2021. In early 2021, the Council will need to determine whether to extend the contract with Highland or conduct an RFP process.

Additional Contracted Services

- Engineering Services
- Information Technology Services
- Legal Services
- Planning Consultant Services

2020 RFP processes

Based on the City's experience with RFP processes for both accounting services and auditing services, it was much easier to find an auditing firm than an accounting firm. Also, the annual cost for auditing services is

significantly less than the cost for accounting services. Staff's recommendation is to work to resolve the provision of accounting services before resolving auditing services. This would require both the accounting services and auditing services to be resolved in 2020.

COUNCIL ACTION REQUESTED:

Motion regarding RFP processes in 2020.

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

Meeting Date Jan. 21, 2020

Council Action Memo

To: Mayor Palmquist and Members of the City Council
From: Ron Moorse, City Administrator
Date: January 13, 2020
Re: Designate City Engineer – **Resolution 2020-07**

Each year, the City designates its City Engineer for the year. WSB has been the City Engineer since 2009. Attached is a resolution designating WSB as the City Engineer for 2020.

Council Action Requested:

Motion regarding the adoption of resolution 2020-07 designating WSB as the City Engineer for a term expiring January 31, 2021.

RESOLUTION 2020-07

**CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA**

RESOLUTION DESIGNATING THE CITY ENGINEER

WHEREAS, the City seeks engineering advice and services; and

WHEREAS, after careful review and consideration the City Council has chosen to appoint the firm of WSB & Associates to provide the services; and

WHEREAS, the city entered into a contract with WSB & Associates on November 17, 2009.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Afton that the firm of WSB & Associates is hereby appointed City Engineer for a term expiring January 31, 2021 according to the terms, conditions and responsibilities as accepted in the November 17, 2009 contract between WSB & Associates and the City of Afton, and the 2019 Rate Schedule is subject to change based on the Council's consideration of a request from WSB & Associates for an increase in the rate schedule for 2020.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 21st DAY OF JANUARY, 2020.

SIGNED:

Bill Palmquist, Mayor

ATTEST:

Ronald J. Moorse, City Administrator

Motion by:

Second by:

Nelson:

Ross:

Wroblewski:

Palmquist:

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

Meeting Date Jan. 21, 2020

Council Action Memo

To: Mayor Palmquist and Members of the City Council
From: Ron Moorse, City Administrator
Date: January 13, 2020
Re: Designate City Attorney and Prosecuting Attorney – **Resolution 2020-08**

The firm of Holstad and Knaak, PLC, with Fritz Knaak as lead attorney, has served as the City Attorney and Prosecuting Attorney since 2009. Attached is a resolution designating the firm of Holstad and Knaak, PLC as the City Attorney and Prosecuting Attorney through January 31, 2021.

Council Action Requested:

Motion regarding the adoption of Resolution 2020-08 designating the firm of Holstad and Knaak, PLC as the City Attorney and Prosecuting Attorney through January 31, 2021.

RESOLUTION 2020-08

CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

DESIGNATING CITY ATTORNEY AND PROSECUTION ATTORNEY

WHEREAS, the City seeks legal advice and services related to municipal civil and prosecution matters; and

WHEREAS, after careful review and consideration the City Council has chosen to appoint the firm of Holstad and Knaak, PLC to provide both civil and prosecution services; and

WHEREAS, the City Council desires to establish the terms and conditions of the City Attorney appointments; and

WHEREAS, the City Council desires that Fritz Knaak serve as the lead City Attorney.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Afton that the firm of Holstad and Knaak, PLC is hereby appointed City Attorney and Prosecution Attorney, for a term expiring January 31, 2021 according to the terms, conditions and responsibilities below and as accepted in the April 21, 2009 contract between Frederic W. Knaak and the City of Afton:

1. City Attorney

- a. **Duties.** The duties of the City Attorney shall be to act as the legal advisor, attorney and counsel for the City and for all officers, departments, and agencies thereof, on City business; defend all suits, actions and proceedings against the City unless a special attorney is assigned.

To prepare all contracts and other legal instruments, in writing, in which the City is interested or concerned, and endorse upon each an approval form; however, an approval of bonds to be issued by the City may be covered by separate certificate which is to be filed with the records of the City Council.

To perform such other duties as may be required by ordinance or resolution and to maintain a legal library and support services necessary to fulfill these functions.

To keep the City Council and the City Administrator apprised of legal issues and responsibilities through issuance of written opinions and advisory memoranda.

- b. **Compensation.** The City Attorney shall be compensated for up to 10 hours on a monthly retainer amount of \$2,250.00 for legal services of civil matters.

2. Prosecution –

- a. **Duties.** The duties of the Prosecution Attorney shall be to act as the legal advisor and prosecutor for all municipal criminal matters.

- c. **Compensation.** The Prosecution Attorney shall be compensated on a “fixed” monthly fee of \$2,250.00, in addition to the fixed amount for civil matters.

Payment shall be made by the City to the Attorney following receipt of a monthly invoice or statement which itemizes each project or suit, providing the date, activity and length of time applied.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 21st DAY OF JANUARY, 2020.

SIGNED:

Bill Palmquist, Mayor

ATTEST:

Ronald J. Moorse, City Administrator

Motion by:
Second by:
Nelson:
Ross:
Wroblewski:
Palmquist:

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

Meeting Date January 21, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorse, City Administrator
Date: January 13, 2020
Re: Annual Appointments – **Resolution 2020-09**

Attached is a resolution regarding annual appointments. Attachment A to the resolution is a chart showing the appointments to be made. The chart's second column shows appointments made for 2019. The last column is where Council will make appointments for the year 2020.

(Please note: For clarity a listing of names means all are members of the committee; whereas, the Primary Liaison and Alternate Liaison to committees are divided by the "/" mark.)

COUNCIL ACTION REQUESTED:

Motion regarding the adoption of resolution 2020-09 making Annual City Appointments for 2020.

RESOLUTION 2020-09
CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

A RESOLUTION ESTABLISHING ANNUAL APPOINTMENTS

WHEREAS, the City of Afton is a municipal corporation organized and existing under the laws of the State of Minnesota; and

WHEREAS, the City Council of the City of Afton has annually made appointments in January each year.

NOW, THEREFORE BE IT RESOLVED that the Afton City Council does hereby make the following appointments through 12/31/2020 per **ATTACHMENT A - 2020 City of Afton Annual Appointments**.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 21st DAY OF JANUARY, 2020.

SIGNED:

Bill Palmquist, Mayor

ATTEST:

Ronald J. Moorse, City Administrator

Motion by:

Second by:

Nelson:

Ross:

Wroblewski:

Palmquist:

ATTACHMENT A

2020 City of Afton Annual Appointments

Item	CITY OF AFTON	2019 APPOINTMENTS PRIMARY / ALTERNATE	2020 APPOINTMENTS PRIMARY / ALTERNATE
1	Mayor Pro Tem	Ross	
2	Planning Commission Liaison	Wroblewski/Palmquist	
3	Design Review/Heritage Preservation Commission Liaison	Perkins	
4	Emergency Preparedness	Ross/Palmquist	
5	Parks Committee	Ross Wroblewski	
6	Personnel Committee	Palmquist Perkins	
7	Public Works Committee	Ross Nelson	
8	NRGC	Palmquist	
9	City Weed Inspector	Palmquist	
10	City Forester	Tim Power	
	COMMUNITY	2019 PRIMARY / ALTERNATE	2020 PRIMARY / ALTERNATE
11	Lower St. Croix Valley Cable Representatives	Nelson	
12	St. Croix Valley Alliance	Palmquist	
13	MSCWMO Representative	Perkins	
14	Yellow Ribbon Network		
15	LSCV Fire Protection District Board Representatives	Bend Nelson	
16	Lower St. Croix Partnership Team	Palmquist	
17	Washington County Groundwater Advisory Committee	Palmquist	
18	Washington County Water Consortium	Wroblewski	
19	Great Rivers	Palmquist	

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

Meeting Date January 21, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members

From: Ron Moorse, City Administrator

Date: January 13, 2020

Re: 2020 Regular City Meeting Schedules – **Resolution 2020-10**

Attached for Council consideration is a resolution establishing the regular meeting schedules for the Council and Planning Commission for 2020. The only change from the regular schedule is the September Planning Commission meeting, which had to be rescheduled from September 7, which is the Labor Day Holiday. The meeting was rescheduled to Monday, August 31, because it is an extra (fifth) Monday in August and it enables retention of the normal time periods between the Council meetings and Planning Commission meetings.

COUNCIL ACTION REQUESTED:

Motion regarding the adoption of resolution 2020-10 establishing the regular meeting schedules for the Council and Planning Commission for 2020.

RESOLUTION 2020-10
CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

A RESOLUTION ESTABLISHING 2020 REGULAR CITY MEETING SCHEDULES

WHEREAS, the City of Afton is a municipal corporation organized and existing under the laws of the State of Minnesota; and

WHEREAS, the Planning Commission of the City of Afton has met on the 1st Monday of each month at 7:00 p.m. to conduct its business; and

WHEREAS, the City Council of the City of Afton has met on the 3rd Tuesday of each month at 7:00 p.m. to conduct its business; and

WHEREAS, the City Council desires to continue with the once per month regular meeting schedule for the Planning Commission and City Council meetings;

NOW, THEREFORE BE IT RESOLVED that the Afton City Council sets the Regular Planning Commission meetings to occur on the first Monday of each month at 7:00 PM and the City Council meetings on the third Tuesday of each month at 7:00 PM at City Hall unless otherwise noted and hereby adopts the following meeting dates for **2020**.

Month	Planning Commission	City Council
January	6	21
February	3	18
March	2	17
April	6	21
May	4	19
June	1	16
July	6	21
August	3	18
September	August 31	15
October	5	20
November	2	17
December	7	15

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 21st DAY OF JANUARY, 2020.

SIGNED:

Bill Palmquist, Mayor

ATTEST:

Ronald J. Moorse, City Administrator

Motion by:

Second by:

Ross:

Nelson:

Wroblewski:

Palmquist:

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

Meeting Date January 21, 2020

Council Action Memo

To: Mayor Palmquist and Members of the City Council
From: Ron Moorse, City Administrator
Date: January 13, 2020
Re: Appointment of Election Judges – **Resolution 2020-11**

A resolution is needed to appoint election judges for elections being held in 2020. The resolution is attached for the Council's consideration.

Council Action Requested:

Motion regarding the adoption of resolution 2020-11 appointing election judges for elections being held in 2020.

RESOLUTION 2020-11
CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

A RESOLUTION APPOINTING ELECTION JUDGES FOR THE ELECTIONS BEING HELD IN 2020

WHEREAS, the City of Afton is a municipal corporation organized and existing under the laws of the State of Minnesota; and

WHEREAS, The individuals specified on EXHIBIT A attached hereto, each of whom is qualified to serve as an election judge, are hereby appointed as judges of election for the elections being held in 2020 to act as such at the polling places and combined polling places listed on said exhibit.

WHEREAS, Any individuals not specified on EXHIBIT A to be placed as a replacement or as additional election judges needed up to and including the day of the election shall be appointed at that time.

WHEREAS, The election judges shall act as clerks of election, count the ballots cast and submit the results to Washington County for canvas.

WHEREAS, The election judges shall be eligible to complete the training to be certified as election judges at \$10.00/hour and head election judges at \$14.00/hour to serve the city for 2020

THEREFORE BE IT RESOLVED that the Afton City Council sets appoints the Election Judges for the elections in 2020.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 21st DAY OF JANUARY, 2020.

SIGNED:

Bill Palmquist, Mayor

ATTEST:

Ronald J. Moorse, City Administrator

Motion by:

Second by:

Ross:

Nelson:

Wroblewski:

Palmquist:

Perkins:

EXHIBIT A

Polling Location: City of Afton conducts elections at Shepherd of the Valley Lutheran Church located at 14107 Hudson Road South, Afton, MN.

Laurie	Arco
Colleen	Findlay
Peter	Findlay
Nancy	Gipple
Henry	Grothaus
Kathy	Grothaus
Noelle	Haland
Kris	Haslund
Anne	Headrick
Kirk	Hedberg
Melanie	Henricksen
Roxane	Jahn
Susan	Kasowan
Anne	Knutson
Cynthia	Peterson
Bonnie	Reyers
Barbara	Ronningen
Ted	Schmitz
Helen	Schneider
Hubert	Schneider
Susan	Seftick
Lucia	Wroblewski

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

Meeting Date January 21, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorse, City Administrator
Date: January 14, 2020
Re: Additional Signage on Regional Trail and at City Entrances

Mayor Palmquist has requested the Council consider adding signage on the Afton portion of the regional trail that runs along St. Croix Trail and through the downtown area regarding the prohibition of motorized vehicles on the trail. He has also requested the Council consider revising the signs at the roadway entrances to Afton to indicate "No Hunting or Trapping without written permission".

COUNCIL ACTION REQUESTED:

Motion regarding additional signage on the regional trail and at the City entrances.

<p>City of Afton 3033 St. Croix Trl, P.O. Box 219 Afton, MN 55001</p>
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Meeting Date January 21, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members

From: Ron Moorse, City Administrator

Date: January 14, 2020

Re: Public Meeting Video Storage Proposal from the Afton Historical Museum

The video recordings of the Council and Planning Commission meetings are currently being stored and accessed electronically through Vimeo, a video storage and access platform. The Afton Historical museum has provided a proposal to archive, catalog and store public meeting videos at a cost of \$5,250. The proposal would provide long term storage, preservation and access of the meeting videos.

The Council, at its December 17, 2019 meeting, tabled consideration of the Museum's proposal to enable staff to research how other cities store and access their meeting videos. Staff has surveyed several east metro cities, and the results are as follows:

Survey Results

Video Storage

<u>City</u>	<u>Availability</u>
Bayport	none on website - live stream
Lake Elmo	3 years on website
Newport	1.5 years on swctc site
North Oaks	2 years on website
Oak Park Heights	3 years on website
Scandia	2 years on website
Stillwater	archive to 2014 on website

The survey indicates other cities do not provide long term storage of their meeting videos. The videos are generally accessible on their website for several years and then are deleted. The cities have chosen not to retain the recordings, either as documentation of the discussion and actions at their public meetings or for historical purposes.

COUNCIL ACTION REQUESTED:

Motion regarding the proposal from the Afton Historical Museum for the storage of public meeting videos.

Afton Museum Proposal to archive, catalog and store meeting videos

12.08.19

This is a proposal for the Afton Historical Museum (the museum) to place into its new environmentally controlled artifact storage room a compilation of all available City Council and Planning Commission meeting videos.

Presently the museum has 197 DVDs and five (5) mini audio tapes brought to the museum several years ago. In addition, there will be another 168 online videos by the end of 2019 stored on Vimeo.

The museum proposes to:

- a) Capture all 365 videos and the 5 audio tapes.
- b) Convert all to .MP4 file format (currently the state-of-the-art file format).
- c) Purchase approximately 20 - 128gb solid state non-volatile USB Flash Memory devices (aka Thumb Drives).
- d) Purchase the required number of external Solid State Hard Drives (SSD) to act as a backup to the Thumb Drives.
- e) Label all drives by year.
- f) Organize and transfer all videos (by year) onto the Thumb Drives and external SSD.
- g) Place all drives into an approved museum grade archival box.
- h) Catalog each Thumb Drive.
- i) Enter into the museum's artifact data base (Past Perfect) software the Thumb Drive contents and location in our storage room.
- j) Make these drives available to the public using the quick look up Past Perfect software.

Cost:

- a) The museum will perform all listed activities including project materials and labor to complete the project at a cost of \$5250.

Vimeo
City of Afton, meeting video server
Tuesday, November 19, 2019

Vimeo is an Internet based video streaming service (similar to YouTube) that has been used by all five valley governments providing video streaming of meetings to the public. It was initially configured as a single joint account from which all cities would upload their meeting videos.

In the past year all cities except Afton have stopped using this joint account concept. Working with staff I have taken possession of this account and reconfigured it into a private account specific to Afton and no longer has any links to the other cities. Afton now has complete control over this site and the meeting video content.

This leaves Afton with 182 online videos dating back to 2013. I would recommend that we archive¹ all but the last 12 months of CC and PC meeting videos and then have a rolling archival policy that keeps only the last 12 months of video active.

1) "Archive" means that we change the individual video's attribute on the Vimeo server from "viewable" to "private" or "hidden". The video still resides on the Vimeo server but can only be accessed by the "Afton Team" made up of myself and staff. If requested, a team member can change the attribute of all or any videos back to viewable with a click of a button.

At some point the city will run out of storage room and will have to start deleting the videos. I recommend that the old videos be off loaded from Vimeo, stored on electronic media, and reside in the museum's new environmentally controlled artifact storage room. These videos would become a part of the museum's collection and be available to the public. We presently have a collection of old meetings on DVDs given to the museum about three (3) years ago.

**FYI - The cost of the Vimeo Pro version is \$199 per year which is set up to auto renew using the city's credit card.

Stan

Ward3 Council
City of Afton
3033 St Croix Trail S
PO Box 219
Afton, MN 55001

City of Afton

3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001**Meeting Date January 21, 2020****Council Action Memo**

To: Mayor Palmquist and City Council Members

From: Ron Moorse, City Administrator

Date: January 16, 2020

Re: Laserfiche and Electronic Payments

The Council, at its December 17, 2019 meeting, discussed goals regarding the expanded use of the capabilities of Laserfiche, including the use of the Laserfiche public portal to enable electronic payments. Due to the high cost of implementing the public portal, the Council tabled discussion of this topic and directed staff to investigate other options for providing electronic payments. Staff has surveyed other small cities in the east metro area, including some with Laserfiche, regarding how they provide for electronic payments. The table of the survey results is provided below.

The survey found that most of the cities use the same system for electronic payments, including those cities with Laserfiche. The most-used system is Payment Service Network. Staff has contacted Payment Service Network (PSN) to obtain cost information. PSN has indicated it may not be cost effective for them to provide the service because of the small number of transactions the City would have. Although the cities that were surveyed are small in population, they all have municipal water and sewer with at least a thousand customers. Afton has less than 100 utility customers. This may also be an issue with Laserfiche if the firms who do the payment processing are not interested in providing a service for the small number of transactions that Afton would have. Staff recommends additional research, both with Laserfiche and with other service providers.

Electronic payments			<u>Laserfiche Public Portal?</u>	<u>Permits online</u>	<u>web provider</u>
<u>City</u>	<u>System</u>	<u>Cost</u>			
Bayport	Payment Service Network			no	govoffice
Lake Elmo	Payment Service Network			no	revize
Newport	Payment Service Network			no	
North Oaks	Smartpay			no	govoffice
Oak Park Heights	Payment Service Network		no	no	govoffice
Scandia	none	n/a	no	no	govoffice
Stillwater	Payment Service Network - water			no	govoffice
	MerchantTransact - utility				

COUNCIL ACTION REQUESTED:**Motion regarding providing for electronic payments.**

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

Meeting Date January 21, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorse, City Administrator
Date: January 14, 2020
Re: Elected Leaders Training Workshops

There are two workshops provided through the League of Minnesota Cities that Council members may be interested in attending. Descriptions of the workshops are attached. Council member Wroblewski is interested in attending the Elected Leaders Advanced Training workshop in Baxter in late February. The workshop registration fee is \$275.

COUNCIL ACTION REQUESTED:

Motion regarding attendance at the Elected Leaders Training Workshops.

2020 Elected Leaders Institute: Advanced Program

REGISTER for the Plymouth location (Jan. 24-25)! ([Link to: https://mylmc.lmc.org/ebusiness/ProductCatalog/Product.aspx?ID=3193](https://mylmc.lmc.org/ebusiness/ProductCatalog/Product.aspx?ID=3193))

REGISTER for the Baxter location (Feb. 28-29)! ([Link to: https://mylmc.lmc.org/ebusiness/ProductCatalog/Product.aspx?ID=3191](https://mylmc.lmc.org/ebusiness/ProductCatalog/Product.aspx?ID=3191))

(Please note — this event was formerly entitled the Experienced Officials Leadership Conference.)

Looking to start the new year on a positive note? This two-day program — developed specifically for experienced municipal officials — gives you that chance by helping to develop your leadership skills and giving you useful tools to bring back to your city!

When you attend this program, you will:

Find creative solutions for working with difficult constituents.

Learn how transparency and public trust are built through ethical leadership skills.

Get tools for clearly communicating decisions that gain support and lead to action.

Understand a decision-making framework that allows for identifying problems, collecting evidence, creating a solution, and implementing a plan.

Hear about the League's priorities for the 2020 legislative session.

Plus, if you attend the Plymouth location, you'll be able to spend time creating connections with newly elected officials during shared sessions and networking time.

—Plymouth Agenda (Jan. 24-25) ([Link to: http://www.lmc.org/page/1/2020AdvancedLearning-PlymouthAgenda.jsp](http://www.lmc.org/page/1/2020AdvancedLearning-PlymouthAgenda.jsp))

—Baxter Agenda (Feb. 28-29) ([Link to: http://www.lmc.org/page/1/2020AdvancedLearning-Agenda-Baxter.jsp](http://www.lmc.org/page/1/2020AdvancedLearning-Agenda-Baxter.jsp))

—Hotel Information ([Link to: http://www.lmc.org/page/1/2020AdvancedLearning-Hotel.jsp](http://www.lmc.org/page/1/2020AdvancedLearning-Hotel.jsp))

Fee: \$275

Please note: The conference fee does not include lodging.

Date and Location:

Jan. 24-25—Plymouth

Crowne Plaza Minneapolis West

3131 Campus Drive (view map ([Link to: https://goo.gl/maps/rGR4X6Piver](https://goo.gl/maps/rGR4X6Piver)))

Plymouth, MN 55441

Local Phone Number: (763) 559-6600

National Reservations: (877) 227-6963

Feb. 28-29—Baxter

Arrowwood Lodge at Brainerd Lakes

6967 Lake Forest Road (view map ([Link to: https://goo.gl/maps/crPY2fgU3orytsGL6](https://goo.gl/maps/crPY2fgU3orytsGL6)))

Baxter, MN 56425

Local Phone Number: (218) 822-5634

Your LMC Resource

Contact Kate Brenna

Engagement & Learning

Administrative Assistant

(651) 281-1249 or (800) 925-1122

2020 Elected Leaders Institute: Foundational Program

REGISTER TODAY! (*Link to: <https://mylmc.lmc.org/ebusiness/ProductCatalog/Product.aspx?ID=3193>*)
(*Please note — this event was formerly entitled the Newly Elected Officials: 2019 Leadership Conference.*)

Congratulations on being chosen as a leader in your city! Now that you've won your election, the League is here to help you get the tools you need to be successful.

Over two days in January, you will:

Determine what type of city government your municipality has, what that means for your role on the council, and how that defines what your city can and cannot do.

Review the basics of the Open Meeting Law and your role as an individual versus as a governing body (including tips for personal effectiveness like listening skills and group dynamics).

Become familiar with the basic components of a city budget, as well as your responsibility within the budgeting process.

Get a high-level understanding of areas that elected officials should be involved in — or have responsibility for — including HR and public engagement.

Understand the legal realities of your role and how to manage risk in your city.

Plus, you'll be able to spend time creating connections with experienced officials during shared sessions and networking time.

Get off to a strong start in your new city leadership role by attending Minnesota's only comprehensive programming for newly elected city officials!

—Agenda (*Link to: <http://www.lmc.org/page/1/2020FoundationalProgram-Agenda.jsp>*)

—Hotel Information (*Link to: <http://www.lmc.org/page/1/2020FoundationalProgram-Hotel.jsp>*)

Fee: \$275

Please note: The conference fee does not include lodging.

Date and Location:

Jan. 24-25—Plymouth

Crowne Plaza Minneapolis West

3131 Campus Drive (*view map ([Link to: https://goo.gl/maps/rGR4X6Piver](https://goo.gl/maps/rGR4X6Piver))*)

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kbrenna@lmc.org (*Link to: <mailto:kbrenna@lmc.org>*)

Cancellation Policy

All cancellation requests must be in writing, emailed, or faxed 7 days prior to the conference and are subject to a 20% handling fee. All unpaid registrations not cancelled 7 days in advance will be billed at the full conference rate; no refunds will be made. Registrants unable to attend may also send a substitute.

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

Meeting Date January 21, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorse, City Administrator
Date: January 14, 2020
Re: Schedule Work Session

There are a number of topics for which a Council work session is needed in the coming weeks. These include the following:

- 2020 Goal Setting
- Firearms Ordinance Violation Update

COUNCIL ACTION REQUESTED:

Motion regarding scheduling a work session.

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

Meeting Date January 21, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moore, City Administrator
Date: January 14, 2020
Re: Process and Preparations for 2020 Goal Setting

The 2019 goal setting process included two elements – a longer range planning process and a shorter range goal setting process. The following is an outline of the two elements.

Longer Range Planning Process

The longer range planning process involved Council members taking time, using their knowledge of the City and their perspective regarding its long-range future, to speculate about the major issues it will be important for the City to address in the next 5, 10, 15 or 20 years. These issues could include both potential threats to be avoided or prevented and potential opportunities to take advantage of. The Long Term Planning spreadsheet listing the results of the longer range planning process is attached. The Council may want to review and update the longer range planning results.

Shorter Range Goal Setting Process

The shorter range goal setting process includes three elements as follows:

- Review the goals that were established for 2019 to identify those that were accomplished in 2019 and those that should be included in the 2020 goals. (Attached is the list of goals for 2019 with the completed goals shown in bold.)
- Once the longer range issues are identified/updated, the next step is to determine if there are any efforts the City should undertake in 2020 to begin to position itself to effectively address these longer range issues. These efforts can be added to the list of goals for 2020.
- Each Council member submits the top 3 goals they want to accomplish during the year. The lists of goals are then discussed to determine if there are common goals and to develop a consensus on the top priority goals.

COUNCIL ACTION REQUESTED:

Motion regarding the goal setting process to be used to establish goals for 2020.

Long Term Planning

Key Strengths/Positive Attributes
(to be Protected/Preserved/Enhanced)

cute town
location
nature
river
open space
large lots
rural character
hunting
peace
diversity of land use, rec. activities
residential alt. energy systems
engaged, educated, participative residents
bee hobbyists
natural prairie restoration
unique, valuable

Action Steps
(highlight action
steps for 2019)

celebrate unique development pattern in messaging
ID and quantify what we have
resident survey
current, updated maps
clarify ordinances

Areas of Weakness or Vulnerability
(to be strengthened)

lack of diversity ethnic/economic/
future of farming
enforcement mechanisms
low pop. Density
generation shift (farming)
high land prices

Opportunities
(to be seized)

tourism
outdoor recreation
wildlife corridor and open space planning
connections
open space alignment
Putnam ave. rec. trail
funding sources-grants

Threats
(to be prevented/avoided)

overdevelopment
pressures from adj. cities
vulnerable ecosystem
Manning corridor
water quality PFC's
subject to other bodies re: development

2019 Goals

Completed Goals shown in Bold and Underlined

	<u>Categories</u>						
	Finance	Mgmt	Land Use	Parks/ Trails	Environ mental	Intergov	Econ. Dev.
1. <u>Get our fiscal house in order.</u>	X						
· <u>Get a handle on any short fall in our downtown project.</u>	X						
· <u>Create a plan for river road sewer line repairs</u>	X						
2. <u>PFC monitoring and push for Afton's share of financing towards our solution</u>	X				X	X	
3. <u>Adjust/amend our PLCD ordinance, so that it accomplishes our long term goals while being user friendly</u>			X				
4. Aggressively pursue businesses that are a good fit for our industrial zone to provide more tax base for our residents							X
5. Work on making the Lower St. Croix Valley Fire Dept. more fiscally responsible by seeking out partnership opportunities for ambulance service and controlling labor costs.	X						
6. Reopen the Putnam Blvd bridge for a bike/pedestrian trail				X			
7. Implement Laserfiche Work Flow Management - monthly updates on implementation		X					
8. Review Green Step Cities Program for Implementation					X		
9. <u>Complete social media rollout and adopt policy on how to use it to communicate</u>		X					
10. Proactively identify high quality natural resources, natural features and open space corridors for protection and future connections			X	X			
11. Assess, identify and quantify land uses in the City			X				
12. Build resiliency, i.e. in relation to climate change					X		

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

Meeting Date January 21, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorse, City Administrator
Date: January 15, 2020
Re: 3M Settlement Update

The process of developing a draft Conceptual Drinking Water Supply Plan (CDWSP) for the east metro area is nearing completion. The consultant is preparing and analyzing a number of conceptual scenarios that range from providing treatment to existing wells to providing regional systems that involve one or more surface water treatment plants or new well fields with treatment plants if needed. The MPCA and DNR – the co-trustees of the 3M settlement funds, will review the scenarios and identify good, better and best recommendations for each city. In March, the co-trustees will meet with each of the cities to discuss and obtain feedback regarding the draft CDWSP and the good, better, best recommendations. (staff would like direction from the Council regarding whether the meeting with the co-trustees should include the full Council or staff and a subset of the Council.)

In early April, the draft CDWSP, with good, better, best recommendations, will be provided to the local government working groups, and the working groups will discuss and provide feedback regarding the CDWSP at their April meetings. Each City will be asked to provide written comments regarding the CDWSP in April or May.

There will also be a number of public meetings to obtain feedback from the general public regarding the draft CDWSP. In order to provide informed feedback, it is important that the public has access to background information regarding the PFAS contamination, the scenarios that were analyzed and the draft CDWSP prior to the public meetings. The MPCA will have this information available on a website that is available to the public. Staff recommends Afton use a newsletter article, or an insert in the newsletter, to provide some background information and to direct the public to the CDWSP website for more detailed information. The City could also use social media and the City website to direct the public to the CDWSP website.

While Afton's position is clear regarding the solution for PFAS in Afton, it may be beneficial to include the CDWSP topic on a work session agenda to discuss both the preferred solution for Afton and how Afton's preferred solution relates to the possible solutions in other cities.

COUNCIL ACTION REQUESTED:

Motion to provide direction to staff regarding the upcoming process of review and feedback regarding the draft Conceptual Drinking Water Supply Plan.

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

Meeting Date January 21, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorse, City Administrator
Date: January 15, 2020
Re: Signs for Pollinator Plantings at City Hall

The plan and budget for the pollinator plantings at City Hall included signage to identify the pollinator project. The Parks Committee has recommended the project be called Pollinator Trail at City Hall. The signage to be placed along the trail at City Hall would be as follows:

Pollinator Trail at City Hall
#Afton Pollinates

This would also be the signage template for future pollinator plantings in the City, i.e. Pollinator _____ at
(location) #Afton Pollinates. The Parks Committee is requesting the Council approve the proposed signage at
City Hall and the signage template.

COUNCIL ACTION REQUESTED:

Motion regarding the proposed signage for the pollinator plantings at City Hall and the general signage template for future pollinator plantings.