

NOTICE for Meeting pursuant to Minn. Stat. § 13D.021

City of Afton

City Council Meeting

Notice of Meeting by Telephone or Other Electronic Means

NOTICE IS HEREBY GIVEN that the City Council of the City of Afton will hold its regular Council meeting on Tuesday, April 21, 2020 at 7:00 p.m. While the normal physical location is the Afton City Council Chambers, 3033 St. Croix Trail, Afton, MN, the meeting will instead be held electronically based on the following information.

In accordance with the requirements of Minn. Stat. Section 13D.021, Mayor Bill Palmquist has determined that an in-person meeting is not practical or prudent because of the Covid-19 pandemic and the emergency declared under Chapter 12 of the Minnesota Statutes.

Because of the health pandemic and emergency declaration, it has been determined that attendance at the regular meeting location by members of the public is not prudent or practical.

Because of the health pandemic and emergency declaration, it has been determined that the physical presence at the regular meeting location by at least one member of the body, chief legal counsel or chief administrative officer is not prudent or practical.

Therefore, all of the City Council members will be participating by telephone or other electronic means.

Members of the public may monitor the meeting by using the Zoom meeting app. The meeting link (and a call-in number if preferred) are available along with the Council meeting agenda packet, which can be accessed on the City's website. This information will also be posted on the official bulletin board outside of the City Hall entrance.

Instructions for joining the April 21, 2020 City Council meeting, which is being held electronically and telephonically

The regularly scheduled Afton City Council meeting to be held on Tuesday, April 21 at 7:00 p.m. will be held remotely due to the COVID-19 pandemic. Instructions for joining the meeting are listed below.

Join Zoom Meeting

<https://zoom.us/j/95049460714>

Meeting ID: 950 4946 0714

To Call In: 1 312 626 6799

One tap mobile

13126266799,,95049460714#

Options for joining the Zoom virtual meeting:

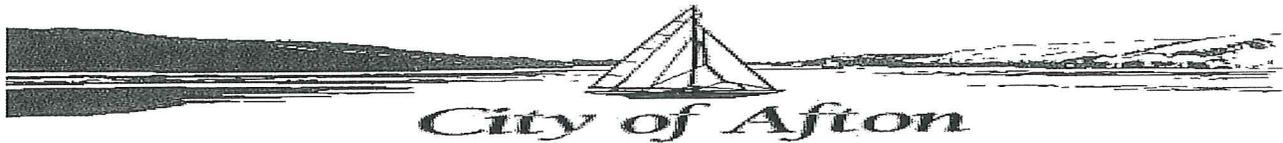
1. Recommended: Use your computer, tablet or smart phone to join the meeting by selecting this link: <https://zoom.us/j/95049460714> (Meeting ID: 950 4946 0714)
2. Call in to the meeting by dialing 312-626-6799. When prompted, enter Meeting ID: 950 4946 0714
3. Join the meeting from your phone with one tap mobile: +13126266799,,95049460714#

If you join via computer, you'll be able to see the Council members and staff as well as the documents shared on the screen. If you call in on a phone, you will only be able to hear the conversation. When you join the meeting, your audio will be muted. At the time when public comments are invited, if you want to share comments, your audio will be unmuted.

Meeting Materials:

Can be found on the City of Afton website home page:

https://www.ci.afton.mn.us/index.asp?SEC=AB09F2E9-2A0B-4CEF-A0C7-80677B78CB5E&Type=B_BASIC
Select link named 4-21-2020.



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

Note: Due to the Covid-19 Virus and the related Governor’s Executive Order, the April 21, 2020 City Council meeting will be held remotely using the Zoom video conference application. A notice regarding the remote meeting and instructions for participating in the meeting remotely are provided in the cover page to the agenda packet.

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 April 21 , 2020 -

5. APPROVAL OF MINUTES

- A. Minutes of the March 17, 2020 City Council Meeting-26, 2020
B. Minutes of the March 26, 2020 Emergency 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/NO PRESENTATIONS

- A. Sheriff’s Monthly Report –
B. Tom Niedzwiecki, Budget 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 – MARCH – **Resolution 2020-20**
- C. Extension of the Declaration of Local Emergency – **Resolution 2020-21**
- D. St. Croix Valley Fire Relief Association Revised By-laws- **Resolution 2020-22**
- E. 2020 Pay Adjustments
- F. DNR Flood Hazard Mitigation Grant Additional Funding – **Resolution 2020-23**
- G. Seasonal Maintenance Staff Hiring

- H. Costs to Reopen Putnam Boulevard Bridge to Pedestrian Traffic
- I. Barbed Wire Fence Restrictions
- J. Hiring Process for Office Assistant Position

9. CITY COUNCIL BUSINESS

- A. **Planning Commission Report** – (PC Chair Report & Draft PC Minutes) - None-
(The April 6 Planning Commission meeting was canceled)
- B. **Engineering Report** – (Engineer Staff Report)
 - 1. Award of Construction Contract - 2020 Pavement Improvement Project – **Resolution 2020-24**
 - 2. Proposal for Construction Services- River Road Sanitary Sewer Improvements
 - 3. Proposal for Construction Services –2020 Pavement Improvement Project
 - 4. 50th Street and St. Croix Trail Swale Erosion and Safety Issues
- C. **Administration** –
 - 1. Bond Issue and Sale Parameters – **Resolution 2020-25**
 - 2. Emergency Operations Update
 - 3. Resolution Proclaiming the Month of May, 2020 as Pony Pride Month- **Resolution 2020-26**
 - 4. Fire Inspection Program – **Ordinance 04-2020**
- 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 Regular Meeting Minutes
March 17, 2020
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, Randy Nelson. Absent were Annie
- 16 Perkins, Stan Ross (both excused). **A Quorum was present.**
- 17
- 18 **ALSO PRESENT:** City Administrator Ron Moorse, City Attorney Fritz Knaak
- 19
- 20 **4. APPROVAL OF AGENDA** –
- 21 Mayor Palmquist modified and shortened the agenda keeping only items 6, 8, 9A1, 9A2, 9 B1, 9c1, 9c2.
- 22 **Motion/Second Palmquist/Wroblewski to approve the agenda for the March 17, 2020 Regular City**
- 23 **Council meeting with changes noted. Passed 3-0.**
- 24
- 25 **5. APPROVAL OF MINUTES**
- 26 Item not addressed this month
- 27
- 28 **6. PUBLIC INPUT** –
- 29 None
- 30
- 31 **7. REPORTS/PRESENTATIONS** –
- 32 Item not addressed this month
- 33
- 34 **8. CONSENT AGENDA**
- 35 A. Just and Correct Claims
- 36 B. 4M Fund Transfer January & February – Resolution 2020-16
- 37 **Motion/Second Nelson/Wroblewski to approve Resolution 2020-16 4M Fund Transfers for January**
- 38 **and February. Roll Call: All Aye, Passed 3-0.**
- 39
- 40 **9. CITY COUNCIL BUSINESS**
- 41 **A. Planning Commission Report** – (PC report & Draft PC minutes)
- 42 1. Brooks Variance Application – Resolution 2020-17
- 43 Administrator Moorse provided a summary of the variance application to enable the existing house and
- 44 detached garage on the property at 14186 Valley Creek to be replaced with a new house with an attached
- 45 garage in a similar location. The existing house is located in a narrow area between Valley Creek and
- 46 Valley Creek Road. The required setbacks to Valley Creek and to Valley Creek Trail overlap, leaving
- 47 no area for a house that can meet the required setbacks.
- 48
- 49 Council member Nelson asked about the one “no” vote on the planning commission.
- 50 (Discussion was held in the planning commission regarding buying a property with difficulties and strict
- 51 interpretation with variances).
- 52

Motion/Second Wroblewski/Nelson to approve Resolution 2020-17 approving the Brooks Variance application at 14186 Valley Creek Trail with findings and conditions listed.

Findings

1. The subject property is located in the Rural Residential zone, as are all surrounding properties.
2. The property contains several existing structures, including a house and detached double garage, all of which have nonconforming setbacks.
3. The required setbacks to Valley Creek and to Valley Creek Trail overlap, leaving no area for a house that can meet the required setbacks.
4. The proposal would eliminate a detached double garage with a setback from Valley Creek of 58.9 feet, in favor of an attached double garage with a setback from Valley Creek of 61.1 feet.
5. The proposal would retain an existing gazebo and patio with setbacks of 27.1 feet and 17.8 feet respectively from Valley Creek.
6. The proposal would retain an existing detached single stall garage with a side yard setback of 12.5 feet.
7. The Brooks parcel is irregularly shaped, partially due to the adjacent property to the east extending north to a point near the existing house and garages, and well within the setback of Valley Creek, which substantially limits the buildable area of the parcel.

Conditions

1. The house, with attached garage, shall be constructed according to the revised plans submitted at the March 2, 2020 Planning Commission meeting, except as the plans may be revised by the Council or as revisions of plans may be approved by the Council.
2. All grading, drainage and erosion control issues shall be subject to review and approval, both before and during construction, by the City Engineer, and by the Valley Branch Watershed District if the project meets permit thresholds.
3. The existing detached double garage shall be removed from the property prior to issuance of the building permit for the house.

Council member Wroblewski stated that significant changes were made to the application after discussion with the planning commission. The property needed significant upgrading. Mayor Palmquist stated that he appreciates the work that was done on this.

Motion vote

Roll call: All Aye, Passed 3-0.

2. Short Term Rentals ordinance

Administrator Moose provided the following summary: A public hearing was held on the Short Term Home Rentals Ordinance at the March 2, 2020 Planning Commission meeting. A small number of residents attended the hearing and provided feedback regarding the ordinance. One comment suggested that the City should not adopt an ordinance to address a potential few property owners who may cause problems. Another comment suggested that safety should be the first priority. A third comment suggested that a property should not be required to be homesteaded in order to have short term rentals.

The Planning Commission recommended the adoption of the ordinance with the following three additional revisions.

- Revise the language regarding the number of guests and exclude children under the age of 12 from the calculation of the number of guests.
- Require the number of bedrooms in the application to match the number of bedrooms reflected in the County's property tax records.
- Add an additional reason for license revocation as follows: If a licensee advertises the property in a way that conflicts with any limitation of the ordinance.

104 Mayor Palmquist noted that the reference to “or sleeping areas” in item J needs to be deleted.

105 Also:

106 - Item H performance standards, item #2, doesn’t feel we should have a maximum length of stay;
107 or change language to “maximum length of stay as it pertains to this ordinance is 30 days”.

108 - Item # 5 guest records would delete portion after “for all guests”. Can city request this?

109 Attorney Knaak stated that we can request within reasonable period of time; 48 hrs. is reasonable.

110 No changes need to be made.

111 - Item #7 maximum number of vehicles needs to be defined

112 Attorney Knaak stated they provide that information to us in the plan and it is reviewed. No
113 changes need to be made.

114 - Insurance #12 must provide proof of property insurance “as determined by zoning administrator”
115 L4b add text “as determined by zoning administrator”
116

117 Council member Wroblewski add language to item L.4g. “conflicts with condition or
118 requirement/limitation of this ordinance”.

119 Also:

120 - Landowner or lessee language in other ordinance – does that include short term rental? Concern
121 is over discharge of firearms at short term rentals and renters not knowing the ordinances.

122 Attorney Knaak suggested language for the ordinance: “no lessee under this ordinance shall not be
123 considered a lessee for benefits under section 14.1”.

124 Council member Nelson stated he doesn’t see upside for the city on allowing these rentals. Concern
125 over noise, traffic and mainly over septic. Also has concern over getting the word out on the
126 ordinance, concern over enforcement. Septic noncompliance should be fined heavily. Would favor
127 banning.

128 Mayor Palmquist stated he feels we need to have something on the books.

129 Council member Wroblewski stated she feels it’s better to have an ordinance to respond to potential
130 problems.

131 Attorney Knaak stated it needs to be laid out clearly.
132

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134
135 **Motion/Second Palmquist/Wroblewski to approve Ordinance 03-2020, an ordinance amending**
136 **chapter 12 Land Use to add section 12-232 related to Short Term Home Rentals as amended at**
137 **this meeting.**

138 Noncompliance fee schedule will be developed.

139 Council member Nelson stated there needs to be a heavy noncompliance fee for septic.

140 Council member Wroblewski stated there also needs to be a high fee for advertising without a license.

141 **Roll call vote: Wroblewski Aye, Palmquist Aye, Nelson Nay. Passed 2-1**
142

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

144 1. River Road Sanitary Sewer Sub-Project update and Capra Pay Voucher No. 1

145 **Motion/Second Palmquist/Wroblewski to approve paying Pay Voucher No. 1 pending staff**
146 **confirmation that required gravel work has been completed. All Aye, Passed 3-0.**
147

148 **C. Administration –**

149 1. Pay-off of Downtown Project Temporary Bonds

150 **Motion/Second Palmquist/Wroblewski to pay-off of the Downtown Improvement Project**
151 **temporary bonds in the amount of \$1,995,345 using the current balance of \$1,271,118 in the**
152 **Infrastructure fund, additional revenues to be received prior to April 1, and splitting a**
153 **temporary internal loan of \$590,000 from the Special Revenue Fund and the Street Capital**
154 **Improvement Fund. All aye, Passed 3-0.**
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2. Gerhke Property Exchange

Discussion was held on the exchange option of the original 5-acre parcel with 4 of the acres placed under a conservation easement. This option eliminates many of the concerns of Mr. Gehrke
Council member Nelson asked about identifying a secondary septic location on the lot.
Administrator Moorse stated that would have to be done prior to closing, along with conservation easement recording.

Motion/Second Palmquist/Nelson to proceed with the Gerhke property exchange and come back next month with application for simple subdivision if we are to proceed.

Administrator Moorse stated that the subdivision needs to be done first.

Council member Nelson recommended contacting the county and Belwin again to be sure this works.

Council member Wroblewski recommended we talk to Mr. Gerhke again.

Motion vote: All Aye, Passed 3-0

3. COVID-19 planning

Administrator Moorse explained the procedures at city hall to eliminate face to face contact.

Motion/Second Palmquist/Wroblewski To cancel all committee meetings in April except Public Works which will be held via conference call. Passed 3-0.

Motion/Second Palmquist/Nelson To authorize staff to continue measures at city hall until Coronavirus cases begin to decrease rather than increase. Passed 3-0.

Motion/Second Palmquist/Nelson To authorize staff to purchase conference call equipment to allow all members to call in, not to exceed \$500. Passed 3-0.

Mayor Palmquist would like to help connect and organize volunteers with people needing assistance. Community Thread may be working on this, information will be posted on the city website.

D. Committee Reports - Item not addressed this month

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

Item not addressed this month

11. ADJOURN

Motion/Second Nelson/Wroblewski to adjourn. Passed 3-0.

Meeting adjourned at 8:25 PM.

Respectfully submitted by:

Julie Yoho, City Clerk

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

208
209

Mayor Bill Palmquist _____

Date _____

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

DRAFT City Council Emergency Meeting Minutes
March 26, 2020
Afton City Hall
3033 St. Croix Trail
Afton, MN 55001
4:15 P.M.

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1. **THE MEETING WAS CALLED TO ORDER** at 4:15 P.M. by Mayor Palmquist.
 2. **ROLL CALL:** Council Members Nelson, Ross, Wroblewski and Perkins and Mayor Palmquist. **Quorum Present.**
ALSO PRESENT: City Administrator Ron Moorse, and City Attorney Fritz Knaak.
 3. **APPROVAL OF AGENDA**
Motion/Second: Ross/Nelson. To approve the agenda as written. Motion carried 5-0-0.
 4. **CITY COUNCIL BUSINESS**
 - a. **Emergency Declaration**
In response to the Covid-19 Pandemic, and based on the findings listed in the proclamation, Mayor Palmquist adopted a proclamation declaring a local emergency.
 - b. **Extension of Emergency Declaration**
Because a Mayoral declaration of a local emergency expires after three days unless extended by the Council, the Council agreed to extend the declaration.
Motion/Second: Ross/Wroblewski. To adopt resolution 2020-19 extending the emergency declaration. Motion carried 5-0-0.
 - c. **Options for holding Council meetings telephonically/electronically**
Moorse outlined a number of options for holding Council meetings in a way that provided the necessary social distancing, and suggested telephonic and/or electronic meetings would best accomplish that goal. The Council discussed options for telephonic and/or electronic meetings.
Motion/Second: Palmquist/Wroblewski. To hold upcoming Council meetings electronically/telephonically. Motion carried 5-0-0.
 5. **ADJOURN –**
Motion/Second: Palmquist/Ross. To adjourn the meeting at 5:10 P.M. Motion carried 5-0-0.

41 Respectfully submitted by:

42
43 _____
44 Ronald J. Moorse, City Administrator

45
46 **Approved by Council (on April 21, 2020) as (check one): Presented: _____ Amended: _____**

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48
49 **Signed by Mayor Bill Palmquist** _____ **Date** _____

Incident Summary Report PUBLIC

From:3/1/2020 12:00:00 AM To:3/31/2020 11:59:59 PM

WASHINGTON COUNTY SHERIFFS OFFICE



AFTON - 77

3/1/2020 8:06:53 AM	WC20008815	Manning Ave S / 50th St S, AFTON	TRAFFIC STOP
3/1/2020 2:23:56 PM	WC20008851	13XXX 15th St S, AFTON	ANIMAL COMPLAINT
3/1/2020 5:36:53 PM	WC20008873	14XXX 15TH STREET CT S, AFTON	DIRECTED PATROL
3/1/2020 5:41:17 PM	WC20008874	XXX NEAL AVE S, AFTON	DIRECTED PATROL
3/2/2020 8:45:56 AM	WC20008954	XX I94 Eb At Neal Ave S, AFTON	TRAFFIC STOP
3/2/2020 4:59:28 PM	WC20009027	15th St S / 15th Street Ct S, AFTON	UNWANTED PERSON/VEHICLE
3/2/2020 6:52:52 PM	WC20009047	4XXX Ozark Ave S, AFTON	ALARM-BUSINESS/RES/FIRE/MEDICAL/ETC
3/2/2020 9:36:37 PM	WC20009064	14XXX -15798 AFTON BLVD S, AFTON	TRAFFIC STOP
3/3/2020 9:11:35 AM	WC20009115	14XXX 15th St S, AFTON	ANIMAL COMPLAINT
3/3/2020 9:46:56 AM	WC20009120	15XXX -2199 NEAL AVE S, AFTON	DIRECTED PATROL
3/3/2020 6:16:28 PM	WC20009161	13XXX -14699 HUDSON RD S, AFTON	TRAFFIC STOP
3/4/2020 8:23:21 AM	WC20009242	12XXX -12998 15TH ST S, AFTON	TRAFFIC STOP
3/4/2020 10:31:27 AM	WC20009260	1XXX Manning Ave S, AFTON	911 ABANDONED/HANGUP/OPEN LINE
3/4/2020 12:16:44 PM	WC20009268	1XXX Indian Trl S, AFTON	911 ABANDONED/HANGUP/OPEN LINE
3/4/2020 1:47:16 PM	WC20009277	1XXX Neal Ave S, AFTON	SUSPICIOUS PERSON/ACTIVITY
3/4/2020 3:43:14 PM	WC20009291	3XXX Saint Croix Trl S, AFTON	TRAFFIC COMPLAINT
3/5/2020 11:36:31 AM	WC20009391	16XXX 32nd St S, AFTON	ACCIDENT
3/5/2020 6:31:10 PM	WC20009423	XXX Croixview Dr S, AFTON	ALARM-BUSINESS/RES/FIRE/MEDICAL/ETC
3/5/2020 9:15:41 PM	WC20009439	I94 Wb Jeo Neal Ave N, AFTON	TRAIN COMPLAINT
3/6/2020 3:22:38 PM	WC20009545	3XXX Neal Ave S, AFTON	ALARM-BUSINESS/RES/FIRE/MEDICAL/ETC
3/6/2020 5:54:54 PM	WC20009570	XXX Indian Trl S, AFTON	FRAUD/SCAM
3/7/2020 8:45:41 AM	WC20009650	2XXX Stagecoach Trl S, AFTON	ALARM-BUSINESS/RES/FIRE/MEDICAL/ETC
3/7/2020 11:18:27 AM	WC20009666	XXX Indian Trl S, AFTON	FRAUD/SCAM
3/7/2020 8:53:34 PM	WC20009749	3XXX Block of Manning Ave S, AFTON	TRAFFIC STOP
3/8/2020 12:37:56 PM	WC20009839	I94 Wb Jeo Neal Ave N, AFTON	ROAD HAZARD
3/8/2020 7:35:33 PM	WC20009878	I94 Wb Jeo Neal Ave N, AFTON	ROAD HAZARD
3/9/2020 1:32:16 PM	WC20009976	1XXX Oelvig Ave S, AFTON	OFFICER INFORMATION
3/9/2020 2:37:39 PM	WC20009984	Unknown, AFTON	CITIZEN/PUBLIC ASSIST
3/11/2020 10:44:48 AM	WC20010202	40th St S / Manning Ave S, AFTON	TRAFFIC STOP
3/12/2020 11:42:06 AM	WC20010333	Manning Ave S / 40th St S, AFTON	TRAFFIC STOP
3/13/2020 6:30:52 AM	WC20010444	14XXX Hudson Rd S, AFTON	ALARM-BUSINESS/RES/FIRE/MEDICAL/ETC
3/13/2020 8:54:37 PM	WC20010553	13XXX 50th St S, AFTON	MEDICAL
3/13/2020 9:43:56 PM	WC20010563	4XXX Pateley Bridge Ave S, AFTON	ALARM-BUSINESS/RES/FIRE/MEDICAL/ETC
3/14/2020 2:20:01 AM	WC20010598	I94 Eb Jeo Manning Ave S, AFTON	ASSIST OTHER AGENCY
3/14/2020 8:49:57 PM	WC20010697	15XXX 32nd St S, AFTON	ASSIST OTHER AGENCY
3/14/2020 9:29:13 PM	WC20010704	Manning Ave S / Manning Ave S To I94 Eb Ramp, AFTON	ACCIDENT
3/14/2020 9:53:00 PM	WC20010673	40th St S / Manning Ave S, AFTON	ACCIDENT

Incident Summary Report**PUBLIC****From:3/1/2020 12:00:00 AM To:3/31/2020 11:59:59 PM**

3/15/2020 10:42:25 AM	WC20010769	XXX Fahlstrom Pl, AFTON	ALARM-BUSINESS/RES/FIRE/MEDICAL/ETC
3/15/2020 9:35:39 PM	WC20010854	I94 Wb Jeo Manning Ave N, AFTON	ASSIST OTHER AGENCY
3/16/2020 11:14:00 PM	WC20010974	Saint Croix Trl S / 30th St S, AFTON	TRAFFIC STOP
3/17/2020 2:36:53 PM	WC20011037	13XXX Tomahawk Ln S, AFTON	SHOTS FIRED/SHOOTING COMPLAINT
3/17/2020 4:51:02 PM	WC20011049	I94 Eb Jeo Manning Ave S, AFTON	TRAFFIC COMPLAINT
3/17/2020 6:42:13 PM	WC20011073	14XXX 50th St S, AFTON	DRIVING COMPLAINT
3/17/2020 11:44:19 PM	WC20011102	3XXX Perrot Ave S, AFTON	MEDICAL
3/18/2020 8:12:02 PM	WC20011189	4XXX Ozark Ave S, AFTON	MEDICAL
3/18/2020 9:17:33 PM	WC20011198	1XXX NEAL AVE S, AFTON	DIRECTED PATROL
3/19/2020 5:16:08 PM	WC20011266	Unknown, AFTON	CITIZEN/PUBLIC ASSIST
3/20/2020 8:05:22 AM	WC20011331	1XXX Neal Ave S, AFTON	MEDICAL
3/20/2020 7:51:26 PM	WC20011394	15th St S / Oelvig Ave S, AFTON	ANIMAL COMPLAINT
3/21/2020 6:57:28 PM	WC20011515	4XXX Odell Ave S, AFTON	ANIMAL COMPLAINT
3/21/2020 9:10:16 PM	WC20011529	Neal Ave S / 15th St S, AFTON	TRAFFIC COMPLAINT
3/21/2020 11:06:12 PM	WC20011542	Neal Ave S / 15th St S, AFTON	NOISE COMPLAINT/DISTURBANCE
3/22/2020 12:16:26 PM	WC20011599	15XXX Upper 34th St S, AFTON	MEDICAL
3/22/2020 12:27:48 PM	WC20011601	15th St S / Neal Ave S, AFTON	NOISE COMPLAINT/DISTURBANCE
3/22/2020 1:13:01 PM	WC20011604	3XXX Saint Croix Trl S, AFTON	DRIVING COMPLAINT
3/22/2020 3:48:21 PM	WC20011614	15XXX Afton Blvd S, AFTON	MEDICAL
3/22/2020 6:55:18 PM	WC20011646	15XXX Afton Hills Dr S, AFTON	OFFICER INFORMATION
3/23/2020 9:24:05 AM	WC20011718	2XXX Stagecoach Trl S, AFTON	BURNING COMPLAINT
3/23/2020 3:07:54 PM	WC20011741	3XXX SAINT CROIX TRL S, AFTON	ANIMAL COMPLAINT
3/23/2020 7:00:30 PM	WC20011784	1XXX OELVIG AVE S, AFTON	DIRECTED PATROL
3/23/2020 10:01:27 PM	WC20011805	I94 Eb Jeo Neal Ave N, AFTON	WELFARE CHECK
3/24/2020 2:59:30 PM	WC20011875	15XXX Upper 34th St S, AFTON	MEDICAL
3/24/2020 8:43:23 PM	WC20011918	XXX Neal Ave S, AFTON	SUSPICIOUS PERSON/ACTIVITY
3/25/2020 5:53:17 PM	WC20012007	4XXX Parsons Ct S, AFTON	FAMILY ASSIST
3/27/2020 8:24:34 AM	WC20012198	13XXX 50th St S, AFTON	ALARM-BUSINESS/RES/FIRE/MEDICAL/ETC
3/27/2020 12:42:23 PM	WC20012219	Unknown, AFTON	CITIZEN/PUBLIC ASSIST
3/27/2020 1:41:16 PM	WC20012231	4XXX Parsons Ct S, AFTON	INCIDENT
3/27/2020 4:43:29 PM	WC20012252	XXX Stagecoach Trl S, AFTON	ACCIDENT
3/28/2020 9:58:11 AM	WC20012343	Afton Blvd S / Trading Post Trl S, AFTON	ANIMAL COMPLAINT
3/29/2020 9:15:37 AM	WC20012441	4XXX Parsons Ct S, AFTON	CITIZEN/PUBLIC ASSIST
3/29/2020 9:20:05 AM	WC20012442	4XXX Parsons Ct S, AFTON	CITIZEN/PUBLIC ASSIST
3/29/2020 9:01:18 PM	WC20012523	50TH ST S / PHEASANT CT S, AFTON	STOLEN VEHICLE
3/30/2020 7:02:17 AM	WC20012565	Saint Croix Trl S / 45th St S, AFTON	ROAD HAZARD
3/30/2020 1:44:28 PM	WC20012610	XXX Stagecoach Trl S, AFTON	OFFICER INFORMATION
3/30/2020 2:39:03 PM	WC20012626	I94 Eb At Manning Ave S, AFTON	ASSIST OTHER AGENCY
3/30/2020 7:08:52 PM	WC20012663	Unknown, AFTON	FOLLOW UP
3/31/2020 9:32:14 PM	WC20012881	13XXX 40th St S, AFTON	ALARM-BUSINESS/RES/FIRE/MEDICAL/ETC

TOTAL INCIDENTS: 77

Citations for: Afton
3/1/2020 To 3/31/2020

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	3/1/2020	820012006101	WC151	J. Stafne	Citation	0	MANNING AVE S		50TH ST S		Afton	MOV-Speed-Exceed 55 mph	169.14.2(a)(3)
WCSO	3/2/2020	820012006201	WC151	J. Stafne	Citation	0	I94		Neal Ave S		Afton	Traffic Regulation - Vehicle Registration - License Plate Violation	169.79
WCSO	3/2/2020	820012006202	WC1267	S. Mancini	Citation	0	SAINT CROIX TRL S		AFTON BLVD S		Afton	CRIM-Possession of Drug Paraphernalia	152.092(a)
WCSO	3/3/2020	820012006301	WC13097	B. Gunderson	Citation	13800	HUDSON RD S				Afton	MOV-Speed-Exceed Limit	169.14.2(a)
WCSO	3/4/2020	820025006401	WC141	K. Land	Written Warning	0	NEAL AVE S		10TH ST S		Afton	MOV-Speed-Exceed Limit	169.14.2(a)
WCSO	3/7/2020	820082006701	WC176	N. Sullivan	Citation	0	MANNING AVE N				Afton	CRIM-THEFT-BY CHECK (i)	609.52.2(a)(3)(i)
WCSO	3/7/2020	820039006702	WC166	M. Wieland	Citation	3100	MANNING AVE S				Afton	MOV-Speed-Exceed 55 mph	169.14.2(a)(3)
WCSO	3/11/2020	820009007101	WC170	S. Wittl	Citation	0	MANNING AVE S		40TH ST S		Afton	DL-Drive After Revocation/DAR	171.24.2
WCSO	3/12/2020	820039007201	WC165	A. Loehr	Citation	0	40th st s		MANNING AVE S		Afton	MOV-Stop Sign Violation	169.30(b)
WCSO	3/16/2020	820007007601	13247	B. Campbell	Written Warning	0	SAINT CROIX TRL S		Afton Blvd		Afton	REG-Expired Registration/# of Plates Reqd	169.79.1
WCSO	3/31/2020	820025009101	WC1267	S. Mancini	Citation	15500	50TH ST S				Afton	CRIM-Possess Small Amount of Marijuana in MV (1.4 grams or more) CRIM-Possession of Drug Paraphernalia	152.027.3
WCSO	3/31/2020	820025009101	WC1267	S. Mancini	Citation	15500	50TH ST S				Afton	CRIM-Possess Small Amount of Marijuana in MV (1.4 grams or more) CRIM-Possession of Drug Paraphernalia	152.092(a)

Citations for: Afton

3/1/2020 To 3/31/2020

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	3/31/2020	820025009102	WC1267	S. Mancini	Citation	15500	50TH ST S				Afton	CRIM-Possession of Drug Paraphernalia	152.092(a)

City of Afton – Financial Reports

March 2020

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 F2
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 I3
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 2020 Detail	M1 to M2
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
R.	Customer Receipts & Other Deposits – Current Month	R1 to R2
S.	Building Inspection Fees – YTD	S1 to S2

6. We paid Blondo Consulting \$13,975 for Archaeological Site Monitoring & other expenses. This invoice went back to 2018 and while legit, had not been factored into cash flow.

Focus Areas for Discussion:

1. 2017A Temporary Imp Bonds were paid off on 4/1/20 (recorded in financials 3/31/20). \$1,980,000 Principal + \$15,345 Interest for total of \$1,995,345. So far \$300,000 internal loan from 250 Special Reserve Fd was needed as not all expenses are in yet.
2. We received \$399,006 from Wash Cty for the Downtown Project.
3. We received \$20,454 fr MN Emerg Mgmt for the 2019 Flood. Add'l \$6,690 is forthcoming.
4. We incurred \$74,376 in Special Assessment & Condemnation Appeal legal fees. These are being charged to 806 PFA Loan Debt Serv Fd. Ultimately the New Bond(s) should reflect these costs.
5. We paid Capra's Utilities \$53,076 for the River Road Sanitary Sewer project. This and previous expenses should be covered by the New Bond(s).


 Prepared by Thomas H. Niedzwieski, Accountant

**City of Afton
Balance Sheet
March 31, 2020**

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	356,264		356,264								
100.8	Petty Cash	224		224								
115	4M Fund: Bldg & Land Capital Fund			0	6,406							
120	4M Fund: Street Imp Fd - Regular			0			729,650					
120	4M Fund: Street Imp Fd - Downtown			0								
122	4M Fund: Bridge Replacement			0				62,625				
700	4M Fund: 2017 Pavement Project			0								
200	4M Fund: Park Reserve Fund			0						257,686		
250	4M Fund: Special Reserve Fund			0							183,471	
400	4M Fund: 201 Project Fund			0								114
410	4M Fund: Sanitary Sewer Operations			0		45,318						
500	4M Fund: Fire Station Debt Serv Fund			0								
550	4M Fd: Spec Activities Fd - General		369,482	369,482								
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: Dwntrwn Tmp Imp Debt Serv Fd			0								
810	4M Fund: City Dock Fund			0								
	Total Cash and Investments	356,487	369,482	725,969	6,406	45,318	729,650	62,625	0	257,686	183,471	114
1170	Taxes Receivable from County			0								
11xx	Fees & Other Receivables			0								
1110	Grants Receivable			0								
1115	Special Assessments Receivable			0								
1800	Prepaid Expenses			0								
Various	Year End Transfers			0								
14xx/24xx	Due (Owed) between Funds			0								
	Total Assets and Other Debits	356,487	369,482	725,969	6,406	45,318	729,650	62,625	0	257,686	183,471	114
Liabilities and Fund Balances												
2001	Permit Escrow & Fees (net payable)	79,653		79,653								
2005	Accounts Payable	151,843		151,843								
2010	Contracts Payable - Retainage	0		0								
2121	Bldg Surcharges Payable	0		0								
2022	Accrued Expenses	0		0								
	Total Accounts and Other Payables	231,496	0	231,496	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	336,449.57	327,569	664,018	9,427	43,569	802,273	66,212	0	256,809	481,851	356
Various	Current Year Net Increase (Decrease)	(211,458)	41,913	(169,545)	(3,021)	1,749	(72,623)	(3,587)	0	877	(298,380)	(242)
Various	Fund Balance - End of Period	124,991.25	369,482	494,473	6,406	45,318	729,650	62,625	0	257,686	183,471	114
	Total Liabilities and Fund Balances	356,487	369,482	725,969	6,406	45,318	729,650	62,625	0	257,686	183,471	114


Prepared by Thomas H. Niedzwiecki, Accountant

AI

**City of Afton
Balance Sheet
March 31, 2020**

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 Dwntrwn 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									356,264	
100.8	Petty Cash									224	
115	4M Fund: Bldg & Land Capital Fund									6,406	
120	4M Fund: Street Imp Fd - Regular									729,650	
120	4M Fund: Street Imp Fd - Downtown									0	
122	4M Fund: Bridge Replacement									62,625	
700	4M Fund: 2017 Pavement Project									0	
200	4M Fund: Park Reserve Fund									257,686	
250	4M Fund: Special Reserve Fund									183,471	
400	4M Fund: 201 Project Fund									114	
410	4M Fund: Sanitary Sewer Operations									45,318	
500	4M Fund: Fire Station Debt Serv Fund	2,734								2,734	
550	4M Fd: Spec Activities Fd - General									369,482	
560	4M Fd: Spec Activities Fd - Other		6,507							6,507	
600	4M Fund: MN Investment Fund									0	109,699.35
700	4M Fund: Road Construction Fund									0	
725	4M Fund: 2014A Road Debt Serv Fd						83,946			83,946	
726	4M Fund: 2017B Road Debt Serv Fd							31,545		31,545	
805	4M Fund: City Infrastructure Fund			2,410						2,410	
806	4M Fund: PFA Loan Debt Serv Fd				228,508					228,508	
807	4M Fd: Dwntrwn Tmp Imp Debt Serv Fd					(951)				(951)	
810	4M Fund: City Dock Fund								36,280	36,280	
	Total Cash and Investments	2,734	6,507	2,410	228,508	(951)	83,946	31,545	36,280	2,402,217	109,699.35
1170	Taxes Receivable from County									0	
11xx	Fees & Other Receivables									0	
1110	Grants Receivable									0	
1115	Special Assessments Receivable									0	
1800	Prepaid Expenses									0	
Various	Year End Transfers									0	0.00
14xx/24xx	Due (Owed) between Funds									0	0.00
	Total Assets and Other Debits	2,734	6,507	2,410	228,508	(951)	83,946	31,545	36,280	2,402,217	109,699.35
Liabilities and Fund Balances											
2001	Permit Escrow & Fees (net payable)									79,653	
2005	Accounts Payable									151,843	
2010	Contracts Payable - Retainage									0	
2121	Bldg Surcharges Payable									0	
2022	Accrued Expenses									0	
	Total Accounts and Other Payables	0	0	0	0	0	0	0	0	231,496	0.00
2510	Deferred Revenue - Grants									0	
2115	Deferred Revenue - Special Assessments									0	
Various	Fund Balance - Beginning of Year	2,725	310	749,271	317,722	43,956	334,369	389,941	36,126	4,198,935	109,325.35
Various	Current Year Net Increase (Decrease)	10	6,198	(746,861)	(89,215)	(44,907)	(250,423)	(358,396)	153	(2,028,213)	374.00
Various	Fund Balance - End of Period	2,734	6,507	2,410	228,508	(951)	83,946	31,545	36,280	2,170,721	109,699.35
	Total Liabilities and Fund Balances	2,734	6,507	2,410	228,508	(951)	83,946	31,545	36,280	2,402,217	109,699.35


Prepared by Thomas H. Niedzwiecki, Accountant

A2

**City of Afton - Statement of Changes in Fund Balances
for Year to Date March 31, 2020**

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	\$336,450	327,569	664,018	9,427	43,569	802,273	66,212
Section I. Revenues							
Property Taxes	0	0	0	0	0	0	0
Intergovernmental Revenues	(2,635)	0	(2,635)	0	0	0	0
Charges for Services	1,000	0	1,000	0	13,940	0	0
Fines and Forfeitures	2,968	0	2,968	0	0	0	0
Licenses, Fees and Permits	52,527	0	52,527	0	0	0	0
Special Assessments	0	0	0	0	0	0	0
Misc Revenue/Gaming Tax	375	0	375	0	0	0	0
DNR Flood Improvement Project	0	0	0	0	0	0	0
Other Grants/State Fire Aid	1,200	0	1,200	0	0	0	0
Interest Income	2,489	1,063	3,552	35	154	2,689	213
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	57,924	1,063	58,986	35	14,094	2,689	213
Other Financing Sources/Transfers	0	0	0	0	0	0	0
Section II. Expenditures							
General and Administrative							
Wages and Benefits	60,578	0	60,578	0	0	0	0
Professional Services	57,039	(27,917)	29,123	0	0	0	0
Other Expenditures	7,436	7,520	14,956	0	0	0	0
Total General and Administrative	125,054	(20,397)	104,657	0	0	0	0
Public Safety/State Fire Aid	66,210	0	66,210	0	0	0	0
Public Health/Cons of Natural Resources	0	0	0	0	12,345	0	0
Streets	60,294	0	60,294	0	0	0	0
Downtown Improvement Projects	0	0	0	0	0	0	0
Other Street Imp/Road Paving Project	375	(20,454)	(20,078)	0	0	75,312	3,801
Buildings and Land/City Dock	4,078	0	4,078	3,056	0	0	0
TIF District/MN Inv Fund Loan Disb	0	0	0	0	0	0	0
Parks and Recreation	13,371	0	13,371	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	269,382	(40,851)	228,531	3,056	12,345	75,312	3,801
Other Financing Uses/Transfers	0	0	0	0	0	0	0
Revenues Over (Under) Expenditures	(211,458)	41,913	(169,545)	(3,021)	1,749	(72,623)	(3,587)
Ending Fund Balances	124,991	369,482	494,473	6,406	45,318	729,650	62,625

TH
Prepared by Thomas H. Niedzwiecki, Accountant

**City of Afton - Statement of Changes in Fund Balances
for Year to Date March 31, 2020**

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	256,809	481,851	356	2,725	310	749,271
Section I. Revenues							
Property Taxes	0	0	0	0	0	0	0
Intergovernmental Revenues	0	0	0	0	0	11,447	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	399,007
Other Grants/State Fire Aid	0	0	0	0	0	0	0
Interest Income	0	877	1,620	1	10	1	2,789
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	0	877	1,620	1	10	11,448	401,796
Other Financing Sources/Transfers	0	0	0	0	0	0	403,683
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	5,250	0
Total General and Administrative	0	0	0	0	0	5,250	0
Public Safety/State Fire Aid	0	0	0	0	0	0	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	(100,350)
Other Street Imp/Road Paving Project	0	0	0	243	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	0	0	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	0	0	0	243	0	5,250	(100,350)
Other Financing Uses/Transfers	0	0	300,000	0	0	0	1,652,690
Revenues Over (Under) Expenditures	0	877	(298,380)	(242)	10	6,198	(746,861)
Ending Fund Balances	0	257,686	183,471	114	2,734	6,507	2,410

THW
Prepared by Thomas H. Medzwicki, Accountant

**City of Afton - Statement of Changes in Fund Balances
for Year to Date March 31, 2020**

Description	#806 PFA Loan Debt Serv Fund	#807 Dwntrn 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	317,722	43,956	334,369	389,941	36,126	4,198,934.58	109,325
Section I. Revenues							
Property Taxes	0	0	0	0	0	0	0
Intergovernmental Revenues	0	0	0	0	0	8,812	0
Charges for Services	0	0	0	0	0	14,940	0
Fines and Forfeitures	0	0	0	0	0	2,968	0
Licenses, Fees and Permits	0	0	0	0	0	52,527	0
Special Assessments	12,036	0	0	0	0	12,036	0
Misc Revenue/Gaming Tax	0	0	0	0	0	375	0
DNR Flood Improvement Project	0	0	0	0	0	399,007	0
Other Grants/State Fire Aid	0	0	0	0	0	1,200	0
Interest Income	1,013	196	427	291	153	14,022	374
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	13,049	196	427	291	153	505,886	374
Other Financing Sources/Transfers	0	1,952,690	0	0	0	2,356,373	0
Section II. Expenditures							
General and Administrative							
Wages and Benefits	0	0	0	0	0	60,578	0
Professional Services	0	0	0	0	0	29,123	0
Other Expenditures	91,798	0	0	0	0	112,004	0
Total General and Administrative	91,798	0	0	0	0	201,705	0
Public Safety/State Fire Aid	0	0	0	0	0	66,210	0
Public Health/Cons of Natural Resources	0	0	0	0	0	12,345	0
Streets	0	0	0	0	0	60,294	0
Downtown Improvement Projects	0	0	0	0	0	(100,350)	0
Other Street Imp/Road Paving Project	0	0	0	0	0	59,278	0
Buildings and Land/City Dock	0	0	0	0	0	7,134	0
TIF District/MN Inv Fund Loan Disb	0	0	0	0	0	0	0
Parks and Recreation	0	0	0	0	0	13,371	0
Debt Service - Int Exp, Issue, Admin	10,466	17,793	40,850	33,688	0	102,796	0
Debt Service - Principal Retirement	0	1,980,000	210,000	325,000	0	2,515,000	0
Total Expenditures	102,263	1,997,793	250,850	358,688	0	2,937,782	0
Other Financing Uses/Transfers	0	0	0	0	0	1,952,690	0
Revenues Over (Under) Expenditures	(89,215)	(44,907)	(250,423)	(358,396)	153	(2,028,213)	374
Ending Fund Balances	228,508	(951)	83,946	31,545	36,280	2,170,721	109,699

TH
Prepared by Thomas H. Niedzwiecki, Accountant

City of Afton
Statement of Revenue and Expenditures
General Fund Summary plus Detail for All Other Funds
Year to Date 3/31/20

	Audited 2015	Audited 2016	Audited 2017	Audited 2018	UnAudited 2019	Month(s) of Mar-20	YTD Actual 3/31/20	Annual Budget 2020	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	2,237,168	0	0	2,363,021	2,363,021	0.0%
2-INTERGOVERNMENTAL REVENUES	8,998	9,076	9,854	9,327	9,376	0	(2,635)	2,634	5,269	-100.0%
3-CHARGES FOR SERVICES	137	114	68	653	2,560	0	1,000	635	(365)	157.5%
4-FINES AND FORFEITURES	15,861	15,086	11,061	8,700	13,706	2,083	2,968	10,250	7,282	29.0%
5-LICENSES, FEES, PERMITS	190,172	281,870	279,359	175,415	231,138	14,008	52,527	160,400	107,873	32.7%
7-MISCELLANEOUS REVENUE	4,700	4,357	1,832	1,462	2,096	0	375	750	375	50.0%
9-OTHER GRANTS	8,410	8,410	8,710	8,410	7,876	1,200	1,200	8,290	7,090	14.5%
10-INTEREST INCOME	144	955	12,772	10,330	9,342	866	2,489	4,000	1,511	62.2%
11-TIF DISTRICT	0	0	0	0	0	0	0	0	0	
TOTAL REVENUES	1,904,993	2,181,305	2,343,817	2,341,426	2,513,261	18,157	57,924	2,549,980	2,492,056	2.3%
B: EXPENDITURES										
GENERAL AND ADMINISTRATIVE										
1-WAGES & BENEFITS	234,446	241,650	242,814	258,043	284,577	20,000	60,578	306,465	245,887	19.8%
2-PROFESSIONAL SERVICES	153,655	193,329	210,229	193,126	241,133	21,526	57,039	200,600	143,561	28.4%
4-OTHER EXPENDITURES	58,017	47,538	46,974	64,660	56,312	2,421	7,436	65,300	57,864	11.4%
TOTAL GENERAL & ADMINISTRATIVE	446,119	482,517	500,017	515,829	582,021	43,947	125,054	572,365	447,311	21.8%
5-PUBLIC SAFETY	392,065	413,237	420,994	440,440	455,398	0	66,210	471,451	405,241	14.0%
6-PUBLIC HEALTH	1,087	1,784	1,270	641	441	0	0	1,500	1,500	0.0%
7-STREETS	218,410	162,992	241,863	248,711	245,216	17,856	60,294	257,500	197,206	23.4%
9-OTHER PUBLIC WORKS	1,914	1,910	1,864	3,217	4,784	0	375	6,550	6,175	5.7%
10-BUILDINGS & LAND	10,334	8,296	8,823	11,882	10,371	1,197	4,078	12,050	7,972	33.8%
11-TIF DISTRICT	0	0	0	0	0	0	0	0	0	
12-PARKS & RECREATION	3,921	13,181	15,459	16,118	19,095	2,005	13,371	18,300	4,930	73.1%
TOTAL EXPENDITURES	1,073,850	1,083,917	1,190,291	1,236,837	1,317,326	65,005	269,382	1,339,716	1,070,334	20.1%
C: OTHER FINANCING SOURCES (USES)										
	(805,133)	(1,096,493)	(1,148,933)	(1,101,055)	(1,195,824)	0	0	(1,210,264)	(1,210,264)	
Net GENERAL FUND	26,010	895	4,594	3,534	110	(46,847)	(211,458)	0	211,458	

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#115 BUILDINGS AND LAND CAPITAL FUND										
A: Revenues										
4012 Current Tax Levy - Bldg & Land	6,000	6,000	6,000	6,000	6,000	0	0	6,000	6,000	0.0%
4022 Levy: Afton Septic System - City Bldgs	15,000	15,000	0	0	0	0	0	0	0	
4216 Rent of City Garage - Stagecoach	0	0	0	600	0	0	0	0	0	
4600 Grant/Insurance: City Hall	0	750	0	0	0	0	0	0	0	
4831 Trf in re. Park Structures	0	0	0	0	0	0	0	0	0	
4832 Wash Cty Sheriff Deputy Office Facility	0	0	0	104,250	0	0	0	0	0	
6910 Trf in fr General Fund (Non Budgeted)	20,000	25,000	25,000	0	0	0	0	0	0	
4906 Interest - Bldg & Land Fund	17	158	696	561	225	9	35	0	0	
TOTAL REVENUE	41,017	46,908	31,696	111,411	6,225	9	35	6,000	5,965	0.6%
B: Expenditures										
6003 City Hall Improvements	2,563	17,091	1,200	0	6,368	2,652	3,056	0	(3,056)	
6004 Bldg Repair & Maintenance	0	0	221	9,971	1,342	0	0	0	0	
6005 City Garage Improvements	0	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	0	
TOTAL EXPENDITURES	2,563	17,091	115,402	83,338	7,710	2,652	3,056	0	(3,056)	
Net BLDG & LAND CAPITAL FUND	38,454	29,817	(83,706)	28,073	(1,485)	(2,643)	(3,021)	6,000	9,021	-50.3%

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#120 STREET IMP CAPITAL FUND										
A: Revenues										
4013	200,000	200,000	275,000	70,000	120,500	0	0	170,500	170,500	0.0%
4018	0	0	100,000	0	0	0	0	0	0	
4907	130	1,078	4,437	10,416	13,572	832	2,689	0	(2,689)	
4016	60,510	0	38,913	39,716	0	0	0	0	0	
TOTAL REVENUE	260,640	201,078	418,350	120,132	134,072	832	2,689	170,500	167,811	1.6%
B: Expenditures										
7937	1,806	2,902	1,910	0	0	0	0	0	0	
7938	0	0	0	22,723	33,281	0	0	0	0	
7936	73	31,886	0	0	0	0	0	0	0	
7943	0	0	3,211,458	179,892	0	0	0	0	0	
7944	0	0	0	27,135	0	0	0	0	0	
7945	0	0	0	0	2,733	0	0	0	0	
7946	0	0	0	0	42,837	186	10,556	0	(10,556)	
7981	250,099	86,205	29,240	0	0	0	0	0	0	
7982	23,383	3,527	1,191	(325)	0	0	0	0	0	
7984	0	0	0	3,419	36,224	59,554	64,757	0	(64,757)	
TOTAL EXPENDITURES	275,360	124,520	3,243,799	232,844	115,075	59,740	75,312	0	(75,312)	
C: Oth Fin Sources (Uses)/Transfers										
6910	43,500	230,000	100,000	0	0	0	0	0	0	
6926	0	0	0	120,745	0	0	0	0	0	
6920	0	0	3,211,458	0	0	0	0	0	0	
6848	0	0	(805,497)	284,513	0	0	0	0	0	
TOTAL OTH FIN SOURCES (USES)	43,500	230,000	2,505,960	405,259	0	0	0	0	0	
Net 120 STREET IMP CAPITAL FUND	28,780	306,558	(319,488)	292,546	18,997	(58,908)	(72,623)	170,500	243,123	-42.6%
#122 BRIDGE REPLACEMENT FUND										
A: Revenues										
4017	0	0	0	49,671	50,000	0	0	51,000	51,000	0.0%
xxxx	0	0	0	2	926	64	213	0	(213)	
TOTAL REVENUE	0	0	0	49,673	50,926	64	213	51,000	50,787	0.4%
B: Expenditures/Transfers										
7771	0	0	0	9,447	21,688	2,556	3,801	0	(3,801)	
7772	0	0	0	0	0	0	0	0	0	
7773	0	0	0	0	3,253	0	0	0	0	
TOTAL EXPENDITURES	0	0	0	9,447	24,941	2,556	3,801	0	(3,801)	
Net 122 BRIDGE REPLACEMENT FUND	0	0	0	40,226	25,986	(2,491)	(3,587)	51,000	54,587	-7.0%

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#200 PARK RESERVE FUND										
A: Revenues										
4425 Park Dedication Fees	54,743	56,360	10,000	30,000	190,000	0	0	0	0	
4426 Afton Donation Program - Parks	0	0	2,400	2,400	0	0	0	0	0	
4903 Interest Income - 4M Fund	26	229	878	1,160	3,572	276	877	0	(877)	
	0	0	0	0	0	0	0	0	0	
TOTAL REVENUE	54,769	56,589	13,278	33,560	193,572	276	877	0	(877)	
B: Expenditures										
6115 Park & Open Space Public Works	0	0	2,474	12,418	12,556	0	0	0	0	
6116 Town Square Park Restroom	280	1,450	115,854	448	0	0	0	0	0	
6117 Grant - Lucy Winton Bell Athletic Fields	0	0	0	0	0	0	0	0	0	
6125 Bike Trail Improvements	0	0	0	0	721	0	0	0	0	
TOTAL EXPENDITURES	280	1,450	118,328	12,866	13,277	0	0	0	0	
C: Oth Fin Sources (Uses)/Transfers										
Transfer to City Infrastructure Imp Fund	0	0	0	0	0	0	0	0	0	
TOTAL OTH FIN SOURCES (USES)	0	0	0	0	0	0	0	0	0	
Net PARK RESERVE FUND	54,489	55,139	(105,050)	20,694	180,295	276	877	0	(877)	
#250 SPECIAL RESERVE FUND										
A: Revenues										
6936 Levy/Trf from Genl Fd - Special Reserve	5,000	88,000	9,500	5,000	100	0	0	100	100	0.0%
4912 Interest - Spec Reserve 4M Fund	102	955	2,862	7,249	9,216	492	1,620	0	(1,620)	
TOTAL REVENUE	5,102	88,955	12,362	12,249	9,316	492	1,620	100	(1,520)	1619.9%
B: Expenditures										
69xx Trf to Genl/Spec Act Fd/Tmp Bd	0	0	75,000	0	0	300,000	300,000	0	(300,000)	
TOTAL EXPENDITURES	0	0	75,000	0	0	300,000	300,000	0	(300,000)	
Net SPECIAL RESERVE FUND	5,102	88,955	(62,638)	12,249	9,316	(299,508)	(298,380)	100	298,480	#####

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	Audited 2015	Audited 2016	Audited 2017	Audited 2018	UnAudited 2019	Month(s) of Mar-20	YTD Actual 3/31/20	Annual Budget 2020	Remaining Budget \$	YTD Act as % of Annual Budget
#400 201 PROJECT FUND										
A: Revenues										
4625 201 Project Revenue	3,787	6,450	5,891	470	0	0	0	0	0	
4904 Interest - 201 Project	0	1	10	28	17	0	1	0	(1)	
TOTAL REVENUE	3,787	6,451	5,901	498	17	0	1	0	(1)	
B: Expenditures										
5915 201 Project maintenance	9,160	5,718	2,884	1,068	842	85	243	0	(243)	
5918 201 Project Mgmt	0	0	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	9,160	5,718	2,884	1,068	842	85	243	0	(243)	
Net 201 PROJECT FUND	(5,373)	734	3,018	(571)	(825)	(85)	(242)	0	242	
#410 SANITARY SEWER UTILITY FD										
A: Revenues										
4022 Levy - Sanitary Sewer Operations	0	0	15,000	15,000	15,000	0	0	15,000	15,000	0.0%
4023 Fees - Sanitary Sewer Operations	0	0	0	29,850	40,700	3,475	13,940	0	(13,940)	
xxxx Interest Income - 4M Fund	0	0	0	13	953	43	154	0	(154)	
xxxx	0	0	0	0	0	0	0	0	0	
TOTAL REVENUE	0	0	15,000	44,863	56,653	3,518	14,094	15,000	906	94.0%
B: Expenditures										
6062 Contract Services - Other	0	0	745	782	7,895	520	520	0	(520)	
6065 Oper & Mgmt Fees/Permits	0	0	1,508	20,509	19,136	1,508	5,030	0	(5,030)	
6066 Chemical & Lab Fees	0	0	0	10,582	12,739	1,817	3,199	0	(3,199)	
6068 Electricity - Lift Stations	0	0	0	15,004	19,009	0	1,688	0	(1,688)	
6069 Insurance	0	0	0	0	5,291	0	0	0	0	
6083 Sanitary Sewer Spec Assessments	0	0	0	2,590	2,156	1,909	1,909	0	(1,909)	
TOTAL EXPENDITURES	0	0	2,254	49,467	66,226	5,754	12,345	0	(12,345)	
Net 410 SANITARY SEWER UTILITY FD	0	0	12,746	(4,604)	(9,573)	(2,236)	1,749	15,000	13,251	11.7%

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		Audited	Audited	Audited	Audited	UnAudited	Month(s) of	YTD Actual	Annual Budget	Remaining	YTD Act as
		2015	2016	2017	2018	2019	Mar-20	3/31/20	2020	Budget \$	% 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	49,624	0	0	49,064	49,064	0.0%
4904	Interest - Fire Station 4M Fund	1	30	91	236	213	3	10	0	(10)	
	TOTAL REVENUE	57,934	49,923	49,924	50,020	49,837	3	10	49,064	49,054	0.0%
B: Expenditures											
6850	Fire Station Debt Service Expense	57,933	49,898	49,833	49,784	49,624	0	0	49,064	49,064	0.0%
		0	0	0	0	0	0	0	0	0	
	TOTAL EXPENDITURES	57,933	49,898	49,833	49,784	49,624	0	0	49,064	49,064	0.0%
Net FIRE STATION DEBT SERV FUND		1	25	91	236	213	3	10	0	(10)	

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#550 SPECIAL ACTIVITIES FD - GENERAL										
A. 4914 Interest - Spec Activity Fd (Unallocated)	59	464	1,706	6,272	7,585	368	1,063	0	(1,063)	
B. Cable Comm/4th of July Reserve/CC Contingency/Comm Garden										
4816 Community Garden	88	0	0	0	0	0	0	0	0	
4817 MN Historic Preservation Design Guidelines	8,000	(8,225)	0	0	10,000	0	0	0	0	
4818 City Share High Speed Internet	0	0	124,850	0	(124,850)	0	0	0	0	
4819 Afton Residents for Preservation & Conservation	0	0	1,500	0	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	0	
6366 City Council Contingency Reserve	0	(5,006)	5,461	(13,377)	5,770	(1,500)	(1,500)	0	1,500	
Total B. Cable Comm/4th of July Reserve	6,888	(13,231)	131,811	(9,377)	(109,080)	(1,500)	(1,500)	0	1,500	
C. Codification/Comp Plan/Moratoria										
6934 Oper Trf fr Gen'l Fd - Codification + Oth Rev	100	100	100	100	500	0	0	500	500	0.0%
6935 Oper Trf fr Gen'l Fund - Comprehensive Plan	2,000	3,000	14,000	4,000	4,000	0	0	3,500	3,500	
6958 Comm Growth Options (1000 Friends Grant)	0	0	0	0	0	0	0	0	0	
6356 Comprehensive Plan Expenses	(8,208)	0	0	(5,049)	(1,466)	0	0	0	0	
6358 Community Growth Options: Expense	0	0	0	0	0	0	0	0	0	
Total C. Codification of Ordinances	(6,108)	3,100	14,100	(949)	3,034	0	0	4,000	4,000	0.0%
D. Flood & Storm Water Control and Mitigation										
6931 Oper Trf fr Gen'l Fund (Flood Control)	5,500	3,500	5,500	5,500	5,500	0	0	5,500	5,500	0.0%
6932 Oper Trf fr Gen'l Fund (Storm Water Run-off)	3,500	5,500	3,500	5,500	3,500	0	0	3,500	3,500	0.0%
6942 LSCV Water Mgmt Org Revenue	0	0	0	0	0	0	0	0	0	
7833 TAG re. Wastewater Community Assessment	15,982	0	0	0	0	0	0	0	0	
7836 Flood & Storm Water Exp - General	6,440	(200)	0	0	(13,322)	20,454	20,454	0	(20,454)	
7842 Engineering Exp re. Old Village Public Process	0	0	0	0	0	0	0	0	0	
7843 Snow & Ice Reserve	15,000	0	15,000	0	0	0	0	0	0	
Total D. Flood Control & Mitigation	46,423	8,800	24,000	11,000	(4,322)	20,454	20,454	9,000	(11,454)	227.3%
E. Charitable Gaming Fund										
4950 10% Charitable Gaming Tax	0	84	411	250	167	0	0	0	0	
5450 Charitable Gaming Expenditures	0	0	0	0	0	0	0	0	0	
Total E. Charitable Gaming Fund	0	84	411	250	167	0	0	0	0	
G. TIF District No. 1 (Afton Market Square)										
4924 TIF District #1 Taxes	0	0	0	0	0	0	0	0	0	
5424 TIF District #1 Distributions/Expenses	(849)	0	0	0	0	0	0	0	0	
Total G. TIF District No. 1 (Afton Market Square)	(849)	0	0	0	0	0	0	0	0	

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I. City Vehicles/Equipment										
6933 Oper Trf fr Gen'l - City Vehicles	2,500	2,500	2,500	2,500	6,410	0	0	2,500	2,500	0.0%
5508 City Equipment	0	0	(2,435)	(1,319)	0	0	0	0	0	
5977 John Deere X749 Tractor	0	0	0	0	0	0	0	0	0	
5978 John Deere Z950M Ztrak	0	0	0	0	(9,900)	0	0	0	0	
Total I. City Vehicles	2,500	2,500	65	1,181	(3,490)	0	0	2,500	2,500	0.0%
K. Audit/Legal Reserve										
4842 Oper Trf fr Gen'l - Audit/Legal	100	1,000	1,000	1,000	55,100	0	0	100	100	0.0%
6342 Legal Exp - Deductible/CoPays	0	0	0	(5,817)	(27,917)	0	27,917	0	(27,917)	
Total K. Audit/Legal Reserve	100	1,000	1,000	(4,817)	27,183	0	27,917	100	(27,817)	27916.8%
L. MN Unemployment Claims										
4843 Oper Trf fr Gen'l - MN Unemployment	3,000	1,000	1,000	1,000	1,000	0	0	1,000	1,000	0.0%
4844 Oper Trf fr Gen'l - Severance & Oth PTO	0	0	0	0	0	0	0	0	0	
6343 MN Unemployment Claim Expense	0	0	0	0	0	0	0	0	0	
6344 Severance Pay	0	0	0	0	0	0	0	0	0	
6345 Vacation, Sick & Other PTO	0	0	0	0	0	0	0	0	0	
Total L. MN Unemployment Claims	3,000	1,000	1,000	1,000	1,000	0	0	1,000	1,000	0.0%
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	5,500	0	0	5,500	5,500	0.0%
4846 Oper Trf fr Gen'l - Sidewalk	2,000	2,000	2,000	2,000	500	0	0	500	500	0.0%
6348 Parks Capital Repairs/Trail & Ped Bridge Expense	0	0	(5,000)	0	0	0	0	0	0	
Total M. Parks Capital Repairs/Trail & Ped Bridge & Sidewalk	7,500	7,500	2,500	7,500	6,000	0	0	6,000	6,000	0.0%
N. Election Expense Reserve										
4847 Oper Trf fr Gen'l - Election Levy	5,500	5,500	5,500	16,500	5,500	0	0	7,000	7,000	0.0%
6347 Election Expenses	(121)	(7,207)	(1,550)	(24,591)	(1,567)	(4,470)	(6,020)	0	6,020	
Total N. Election Expense Reserve	5,379	(1,707)	3,950	(8,091)	3,933	(4,470)	(6,020)	7,000	13,020	-86.0%
Net 550 SPECIAL ACTIVITIES FD - GENERAL	64,892	9,510	180,544	3,970	(67,990)	14,852	41,913	29,600	(12,313)	141.6%

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#560 SPEC ACTIVITIES FUND - OTHER										
A: Revenues										
4940 State Fire Aid Received	47,348	49,011	43,475	50,414	50,819	0	0	45,000	45,000	0.0%
4815 Cable Distributions Received	9,115	6,253	10,881	12,391	11,561	11,447	11,447	0	(11,447)	
xxxx Interest Income - 4M Fund	0	0	0	2	56	0	1	0	(1)	
xxxx	0	0	0	0	0	0	0	0	0	
TOTAL REVENUE	56,463	55,264	54,356	62,807	62,436	11,447	11,448	45,000	33,552	25.4%
B: Expenditures										
5440 State Fire Aid Distributed	(47,348)	(49,011)	43,475	50,414	50,819	0	0	45,000	45,000	0.0%
5561 Communications Expenses	(2,605)	(17,594)	12,346	24,475	11,310	0	5,250	0	(5,250)	
xxxx	0	0	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	(49,952)	(66,605)	55,821	74,888	62,128	0	5,250	45,000	39,750	11.7%
Net 560 SPEC ACTIVITIES FUND - OTHER	106,415	121,869	(1,465)	(12,082)	307	11,447	6,198	0	(6,198)	
#600 MN INVESTMENT FUND										
A: Revenues										
4886 Chandler Exhibits Loan Repayment	0	0	0	0	0	0	0	0	0	
4904 Interest - MN Invest 4M Fund	48	226	743	1,790	2,158	118	374	0	(374)	
TOTAL REVENUE	48	226	743	1,790	2,158	118	374	0	(374)	
B: Expenditures										
8986 Chandler Exhibits Repay MN Invest Fd	0	0	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	0	0	0	0	0	0	0	0	0	
Net MN INVESTMENT FUND	48	226	743	1,790	2,158	118	374	0	(374)	

City of Afton
Statement of Revenue and Expenditures
General Fund Summary plus Detail for All Other Funds
Year to Date 3/31/20

	Audited 2015	Audited 2016	Audited 2017	Audited 2018	UnAudited 2019	Month(s) of Mar-20	YTD Actual 3/31/20	Annual Budget 2020	Remaining Budget \$	YTD Act as % of Annual Budget
#700 2017 ROAD PAVING CONSTRUCTION FD										
A: Revenues										
4716	0	0	3,500,000	0	0	0	0	0	0	
xxxx	0	0	0	0	0	0	0	0	0	
xxxx	0	0	0	0	0	0	0	0	0	
TOTAL REVENUE	0	0	3,500,000	0	0	0	0	0	0	
B: Expenditures/Transfers										
7741	0	0	4,029	0	0	0	0	0	0	
6948	0	0	3,211,458	284,513	0	0	0	0	0	
xxxx	0	0	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	0	0	3,215,487	284,513	0	0	0	0	0	
Net 700 2017 ROAD PAVING CONSTRUCTION FD	0	0	284,513	(284,513)	0	0	0	0	0	
#725 2014A ROAD DEBT SERVICE FUND										
A: Revenues										
4725	310,000	260,000	260,000	170,000	275,000	0	0	290,000	290,000	0.0%
4716	0	0	0	0	0	0	0	0	0	
4916	99	513	2,489	7,169	3,095	90	427	0	(427)	
TOTAL REVENUE	310,099	260,513	262,489	177,169	278,095	90	427	290,000	289,573	0.1%
B: Expenditures										
6948	10,853	0	0	0	0	0	0	0	0	
7715	0	0	165,000	180,000	195,000	0	210,000	210,000	0	100.0%
7735	104,751	97,250	94,425	89,250	83,625	0	40,350	76,500	36,150	52.7%
7736	(234,040)	1,900	0	0	4,316	0	500	0	(500)	
7741	0	0	0	1,882	0	0	0	0	0	
7742	0	0	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	(118,437)	99,150	259,425	271,132	282,941	0	250,850	286,500	35,650	87.6%
Net 725 2014A ROAD PAVING DEBT SERV FD	428,536	161,363	3,064	(93,963)	(4,846)	90	(250,423)	3,500	253,923	-7155.0%

City of Afton
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		Audited	Audited	Audited	Audited	UnAudited	Month(s) of	YTD Actual	Annual Budget	Remaining	YTD Act as
		2015	2016	2017	2018	2019	Mar-20	3/31/20	2020	Budget \$	% of
											Annual
											Budget
#726 2017B ROAD DEBT SERV FD											
A: Revenues											
4726	Levy 2017B Road Bond	0	0	0	480,000	390,000	0	0	390,000	390,000	0.0%
xxxx	Interest Income - 4M Fund	0	0	0	58	2,347	31	291	0	(291)	
xxxx		0	0	0	0	0	0	0	0	0	
	TOTAL REVENUE	0	0	0	480,058	392,347	31	291	390,000	389,709	0.1%
B: Expenditures											
7742	2017B Road Bond Int Exp	0	0	0	88,735	70,575	0	33,688	64,125	30,438	52.5%
7747	2017B Road Bond Admin Exp	0	0	0	1,936	1,218	0	0	0	0	
7716	2017B Road Bond Principal	0	0	0	0	320,000	0	325,000	325,000	0	100.0%
	TOTAL EXPENDITURES	0	0	0	90,671	391,793	0	358,688	389,125	30,438	92.2%
Net 726 2017B ROAD DEBT SERV FD		0	0	0	389,387	554	31	(358,396)	875	359,271	-40959.6%

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City of Afton
Statement of Revenue and Expenditures
General Fund Summary plus Detail for All Other Funds
Year to Date 3/31/20

	Audited	Audited	Audited	Audited	UnAudited	Month(s) of	YTD Actual	Annual Budget	Remaining	YTD Act as
	2015	2016	2017	2018	2019	Mar-20	3/31/20	2020	Budget \$	% of
										Annual
										Budget
#805 CITY INFRASTRUCTURE IMP FD										
A: Revenues										
4917 Interest Income	395	4,602	3,306	1,821	15,458	853	2,789	0	(2,789)	
4829 2017A Dwntrwn Tmp Bond Proceeds	0	0	1,980,000	0	0	0	0	0	0	
4849 DNR BWSR Grant	0	0	0	84,710	0	0	0	0	0	
4852 VBWD Grant \$50M/Yr for 10 Yrs	0	50,000	50,000	100,000	50,000	0	0	50,000	50,000	0.0%
4853 Wash Cty Share Downtown/Village Road Project	0	0	4,092,589	33,610	101,366	399,007	399,007	0	(399,007)	
486x CWRf and PSIG Grant & Loan Proceeds	0	0	6,788,796	1,191,225	275,023	0	403,683	0	(403,683)	
4894 DNR Flood Imp Grant	0	0	1,611,106	500	1,280,016	0	0	0	0	
4895 PFA/Imp Bd Levy	48,937	98,000	0	0	0	0	0	0	0	
4896 DNR Flood Imp Grant Match - Tax Levy	95,000	95,000	95,000	95,000	95,000	0	0	95,000	95,000	0.0%
TOTAL REVENUE	144,332	247,602	14,620,797	1,506,866	1,816,862	399,860	805,479	145,000	(660,479)	555.5%
B: Expenditures										
8871 Wetland Credits	0	0	51,748	0	0	0	0	0	0	
8891 Downtown Property Purchase/Expense	0	1,727	541	368	335	21	42	0	(42)	
8892 Dwntrwn Imp - Easements & Damages	0	9,200	33,121	0	11,584	0	0	0	0	
8893 Single Audit Expense	0	0	0	2,000	1,600	0	0	0	0	
8894 Septic Permits, Fees, Admin	0	85,087	116,239	4,177	6,963	13,975	13,975	0	(13,975)	
8895 DNR Flood Imp Proj - Engineering	0	67,891	14,066	0	0	0	0	0	0	
8896 Sanitary Sewer Improvements	0	152,851	73,817	14,580	3,595	0	0	0	0	
8897 Septic Construction Engineering	0	8,545	151,858	39,660	3,958	0	0	0	0	
8898 Flood Mitigation/ROW Services	1,240,442	18,935	14,086	0	0	0	0	0	0	
8899 Village Improvements	0	22,670	1,305,268	431,585	128,644	1,882	3,120	0	(8,545)	
8901 Septic Construction	0	0	12,047,009	1,596,291	94,963	0	(117,487)	0	(8,545)	
TOTAL EXPENDITURES	1,240,442	366,905	13,807,751	2,088,660	251,642	15,878	(100,350)	0	(31,108)	
C: Oth Fin Sources (Uses)/Trfs incl Debt Service										
4848 Trf from Park Reserve Fd	0	0	805,497	0	0	0	0	0	0	
xxxx 2015A, 2017B, 2017A Tmp Imp Bonds	0	(1,608)	(3,786,795)	(120,745)	0	(1,652,690)	(1,652,690)	0	1,652,690	
TOTAL OTH FIN SOURCES (USES)	0	(1,608)	(2,981,297)	(120,745)	0	(1,652,690)	(1,652,690)	0	1,652,690	
Net 800 CITY INFRASTRUCTURE IMP FD	(1,096,109)	(120,911)	(2,168,252)	(702,539)	1,565,221	(1,268,708)	(746,861)	145,000	1,023,319	-515.1%

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City of Afton
Statement of Revenue and Expenditures
General Fund Summary plus Detail for All Other Funds
Year to Date 3/31/20

		Audited	Audited	Audited	Audited	UnAudited	Month(s) of	YTD Actual	Annual Budget	Remaining	YTD Act as
		2015	2016	2017	2018	2019	Mar-20	3/31/20	2020	Budget \$	% of
											Annual
											Budget
#806 PFA LOAN DEBT SERV FUND											
A: Revenues											
4879	Sanitary Sewer Spec Assessments	0	0	102,054	295,941	157,862	0	12,036	0	(12,036)	
4899	Levy PFA Loan Debt Serv	0	0	70,000	27,000	70,000	0	0	72,000	72,000	0.0%
xxxx	Interest Income - 4M Fund	0	0	0	19	5,818	299	1,013	0	(1,013)	
xxxx		0	0	0	0	0	0	0	0	0	
	TOTAL REVENUE	0	0	172,054	322,960	233,680	299	13,049	72,000	58,951	18.1%
B: Expenditures											
7744	2017 L054 Storm Wtr PFA Int Exp	0	0	0	7,052	9,454	0	4,568	0	(4,568)	
7745	2017 L055 Sanitary Sewer PFA Int Exp	0	0	0	11,739	11,971	0	5,898	0	(5,898)	
7743 7746	2017 Sanitary Sewer PFA Issue/Admin Exp	0	0	16,061	0	850	0	0	0	0	
7749	Dwntwn Imp - Special Assessmt Exp	0	0	105,179	54,595	107,298	74,376	91,798	0	(91,798)	
7754	2017 L054 Storm Wtr PFA Principal	0	0	0	24,815	52,000	0	0	0	0	
7755	2017 L055 Sanitary Sewer PFA Principal	0	0	0	28,959	59,000	0	0	0	0	
7743		0	0	0	0	0	0	0	0	0	
	TOTAL EXPENDITURES	0	0	121,240	127,159	240,574	74,376	102,263	0	(102,263)	
Net 806 PFA LOAN DEBT SERV FUND		0	0	50,814	195,801	(6,893)	(74,077)	(89,215)	72,000	161,215	-123.9%
#807 DOWNTWN TMP IMP DEBT SERV FD											
A: Revenues											
4898	Levy Dwntwn Tmp Imp Bond	0	0	28,000	73,000	37,000	0	0	42,000	42,000	0.0%
4926	Interest Income - 4M Fund	0	0	0	2	751	98	196	0	(196)	
68xx	Trf fr Genl, City InfraStrct, Spec Res Funds	0	0	0	15,000	0	1,952,690	1,952,690	0	(1,952,690)	
	TOTAL REVENUE	0	0	28,000	88,002	37,751	1,952,788	1,952,886	42,000	(1,910,886)	4649.7%
B: Expenditures											
7724	2017A Dwntwn Imp Bond Admin Exp	0	0	0	0	2,906	2,448	2,448	0	(2,448)	
7737	2015A Dwntwn Imp Bond Int Exp	0	0	7,041	2,332	0	15,345	15,345	0	(15,345)	
7739	2017A Dwntwn Imp Bond Int Exp	0	0	16,027	30,690	30,690	0	0	0	0	
7750	2017A Dwntwn Imp Bond Principal	0	0	0	0	0	1,980,000	1,980,000	0	(1,980,000)	
	TOTAL EXPENDITURES	0	0	23,068	33,022	33,596	1,997,793	1,997,793	0	(1,997,793)	
Net 807 DOWNTOWN TMP IMP DEBT SERV FUN		0	0	4,932	54,980	4,155	(45,005)	(44,907)	42,000	86,907	-106.9%

City of Afton
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General Fund Summary plus Detail for All Other Funds
Year to Date 3/31/20

		Audited	Audited	Audited	Audited	UnAudited	Month(s) of	YTD Actual	Annual Budget	Remaining	YTD Act as
		2015	2016	2017	2018	2019	Mar-20	3/31/20	2020	Budget \$	% of
											Annual
											Budget
											Budget
#810 CITY DOCK FUND											
A: Revenues											
4812	Lease of City Docks	3,850	3,850	3,850	3,850	3,850	0	0	3,850	3,850	0.0%
4909	Interest Income - 4M Fund	25	125	435	1,133	1,336	37	153	0	(153)	
	TOTAL REVENUE	3,875	3,975	4,285	4,983	5,186	37	153	3,850	3,697	4.0%
B: Expenditures											
8930	Dock Improvements	0	0	0	3,920	34,641	0	0	0	0	
	TOTAL EXPENDITURES	0	0	0	3,920	34,641	0	0	0	0	
Net 810 CITY DOCK FUND		3,875	3,975	4,285	1,063	(29,455)	37	153	3,850	3,697	4.0%

City of Afton
Detail Statement of Revenue and Expenditures - General Fund Only
Year to Date 3/31/20

	Audited 2014	Audited 2015	Audited 2016	Audited 2017	Audited 2018	UnAudited 2019	Month(s) of Mar-20	YTD Actual 3/31/20	Annual Budget 2020	Remaining Budget \$	YTD Act as % of Annual Budget	Annual Budget 2019
#100 GENERAL FUND												
1-PROPERTY TAXES:												
4000 Current Tax Levy	860,094	899,578	961,378	974,335	984,222	1,024,956	0	0	1,077,682	1,077,682	0.0%	1,051,047
4005 Fiscal Disparity	47,649	44,904	44,674	46,265	54,350	63,842	0	0	75,075	75,075	0.0%	63,420
4015 Delinq Taxes, Penalties, Int & Adj	17,950	5,456	23,892	10,629	17,503	11,546	0	0	0	0		0
4013 Street Improvement Capital Fund	200,000	200,000	200,000	375,000	70,000	120,500	0	0	170,500	170,500	0.0%	120,500
6928 Special Reserve Fund	294	5,000	3,000	9,500	5,000	100	0	0	100	100	0.0%	100
6932 Stormwater Fund	3,500	3,500	3,500	3,500	3,500	3,500	0	0	3,500	3,500	0.0%	3,500
6933 Vehicle/Equipment Replacement Fund	2,500	2,500	2,500	2,500	2,500	2,500	0	0	2,500	2,500	0.0%	2,500
6935 Comprehensive Plan	2,000	2,000	3,000	4,000	4,000	4,000	0	0	3,500	3,500	0.0%	4,000
6936 Flood Fund	5,500	5,500	5,500	5,500	5,500	5,500	0	0	5,500	5,500	0.0%	5,500
6937 DNR Grant Match	95,000	95,000	95,000	95,000	95,000	95,000	0	0	95,000	95,000	0.0%	95,000
6934 Codification	100	100	100	100	100	500	0	0	500	500	0.0%	500
4843 MN Unemployment Claims	3,000	3,000	1,000	1,000	1,000	1,000	0	0	1,000	1,000	0.0%	1,000
4847 Election Fund	5,500	5,500	5,500	5,500	5,500	5,500	0	0	7,000	7,000	0.0%	5,500
6910 City Council Contingency Fund	0	0	0	0	0	0	0	0	0	0		0
4842 Audit and Legal Reserve	100	100	1,000	1,000	1,000	100	0	0	100	100	0.0%	100
4844 Parks Capital Repairs/Trail & Ped Bridge	5,500	5,500	5,500	5,500	5,500	5,500	0	0	5,500	5,500	0.0%	5,500
4022 Afton Septic System - City Bldgs	15,000	15,000	15,000	15,000	15,000	15,000	0	0	15,000	15,000	0.0%	15,000
4017 Bridge Replacement Fund	0	0	0	0	49,671	50,000	0	0	51,000	51,000	0.0%	50,000
4846 Sidewalk	2,000	2,000	2,000	2,000	2,000	500	0	0	500	500	0.0%	500
4012 Bldg & Land Capital Fund	6,000	6,000	6,000	6,000	6,000	6,000	0	0	6,000	6,000	0.0%	6,000
4818 City Share High Speed Internet	0	0	75,000	50,000	0	0	0	0	0	0		0
4050 Debt Service Levy, Fire Hall Remodeling	57,356	57,933	49,893	49,833	49,784	49,624	0	0	49,064	49,064	0.0%	49,624
4898 Debt Serv Levy - Downtown Imp Tmp Bond	0	0	28,000	28,000	30,000	37,000	0	0	42,000	42,000	0.0%	37,000
4899 Debt Serv Levy - Downtown Imp PFA Loans	0	8,000	70,000	70,000	70,000	70,000	0	0	72,000	72,000	0.0%	70,000
4726 Debt Serv Levy - 2017B Road Bond	0	0	0	0	390,000	390,000	0	0	390,000	390,000	0.0%	390,000
4725 Debt Serv Levy - 2014A Road Bond	305,000	310,000	260,000	260,000	260,000	275,000	0	0	290,000	290,000	0.0%	275,000
TOTAL PROPERTY TAXES	1,634,042	1,676,572	1,861,437	2,020,162	2,127,129	2,237,168	0	0	2,363,021	2,363,021	0.0%	2,251,291
2-INTERGOVERNMENTAL REVENUE:												
4100 Gravel Tax/West Lakeland Cent College	(2,374)	(2,333)	(2,160)	(2,267)	(2,510)	(2,545)	0	(2,635)	(2,500)	135		(2,400)
4108 Market Value Credit - Ag	5,797	10,033	9,596	10,423	10,635	5,292	0	0	4,000	4,000	0.0%	4,000
4112 PERA Rate Increase Aid	634	634	634	634	634	634	0	0	634	634	0.0%	634
4175 Agricultural perserve credit	659	663	1,005	1,064	568	5,994	0	0	500	500	0.0%	500
TOTAL INTERGOVT REVENUES	4,715	8,998	9,076	9,854	9,327	9,376	0	(2,635)	2,634	5,269	-100.0%	2,734
3-CHARGES FOR SERVICES:												
4205 Assessment Search	50	20	80	60	80	60	0	0	35	35	0.0%	35
4210 Sale of City Data (Various Media)	20	117	34	8	73	0	0	0	100	100	0.0%	100
4215 Rent of City Garage	0	0	0	0	500	2,500	0	1,000	500	(500)	200.0%	0
TOTAL CHARGES FOR SERVICES	70	137	114	68	653	2,560	0	1,000	635	(365)	157.5%	135

City of Afton
Detail Statement of Revenue and Expenditures - General Fund Only
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	Audited 2014	Audited 2015	Audited 2016	Audited 2017	Audited 2018	UnAudited 2019	Month(s) of Mar-20	YTD Actual 3/31/20	Annual Budget 2020	Remaining Budget \$	YTD Act as % of Annual Budget	Annual Budget 2019
4-FINES & FORFEITURES:												
4300 County Fines & Fees	10,359	15,861	14,422	11,061	8,700	13,706	2,083	2,968	10,000	7,032	29.7%	12,000
4305 Other Fines & Forfeitures	0	0	664	0	0	0	0	0	250	250	0.0%	250
TOTAL FINES & FORFEITURES	10,359	15,861	15,086	11,061	8,700	13,706	2,083	2,968	10,250	7,282	29.0%	12,250
5-LICENSES, FEES, PERMITS:												
4400 Building Permit Fees - Afton	86,885	117,818	206,416	193,823	105,130	151,857	13,756	46,075	91,000	44,926	50.6%	86,000
4401 Building & Eng'g Inspection Fees	800	1,050	1,550	2,390	1,445	5,005	(109)	1	1,000	999	0.1%	1,000
4404 4th of July permits	250	0	0	0	0	0	0	0	0	0	0	0
4405 Pet License & Impound Fees	335	1,025	325	1,055	230	680	30	30	300	270	10.0%	300
4410 Liquor Licenses	3,000	3,000	5,023	3,500	1,750	3,350	0	3,500	3,000	(500)	116.7%	3,000
4415 Other Licenses	413	260	589	1,119	1,496	859	82	282	350	68	80.4%	350
4435 Street Opening & Utility Permit Fees	750	500	2,250	3,500	500	2,000	250	250	1,750	1,500	14.3%	1,750
4437 Utility Franchise Fees	59,438	59,554	57,833	62,497	59,174	62,196	0	788	59,000	58,212	1.3%	58,000
4440 Zoning Fees & Permits	10,248	6,965	7,886	11,475	5,690	5,190	0	1,602	4,000	2,398	40.1%	3,000
TOTAL LICENSES, FEES, PERMITS	162,119	190,172	281,870	279,359	175,415	231,138	14,008	52,527	160,400	107,873	32.7%	153,400
7-MISCELLANEOUS REVENUE:												
4601 Insurance dividend	3,208	3,271	3,972	998	471	1,195	0	375	500	125	75.0%	2,000
4604 Park rental & cleaning fees	825	560	225	225	275	675	0	0	250	250	0.0%	500
4615 Settlements/Other Income/Transfer	10	869	160	609	716	226	0	0	0	0	0	0
TOTAL MISCELLANEOUS REVENUE	4,043	4,700	4,357	1,832	1,462	2,096	0	375	750	375	50.0%	2,500
9-OTHER GRANTS:												
4810 County Grant-recycling grant	7,178	7,210	7,210	7,210	7,210	6,676	0	0	7,090	7,090	0.0%	7,090
4814 Cable Commission Grant	1,200	1,200	1,200	1,500	1,200	1,200	1,200	1,200	1,200	0	100.0%	1,200
TOTAL OTHER GRANTS	8,378	8,410	8,410	8,710	8,410	7,876	1,200	1,200	8,290	7,090	14.5%	8,290
10-INTEREST REVENUES:												
4901 Interest - 4M Fund General	54	144	955	12,772	10,330	9,342	866	2,489	4,000	1,511	62.2%	1,000
TOTAL INTEREST REVENUES	54	144	955	12,772	10,330	9,342	866	2,489	4,000	1,511	62.2%	1,000
TOTAL REVENUES	1,823,780	1,904,993	2,181,305	2,343,817	2,341,426	2,513,261	18,157	57,924	2,549,980	2,492,056	2.3%	2,431,600

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B: EXPENDITURES												
1-WAGES & BENEFITS:												
5002 Mayor & Council	13,200	13,400	13,200	13,200	13,200	13,200	1,100	3,300	13,200	9,900	25.0%	13,200
5004 Administrator	81,575	88,150	91,483	92,150	92,150	97,330	8,258	24,775	105,000	80,225	23.6%	102,100
5005 Intern (s)	0	0	0	0	0	0	0	0	500	500	0.0%	500
5007 Office Assistant	17,717	16,059	18,272	21,793	23,705	24,866	1,887	5,007	27,550	22,543	18.2%	26,800
5008 Office Manager/Clerk	38,593	38,922	38,798	28,930	39,171	50,450	2,450	8,737	56,130	47,393	15.6%	54,600
5115 Contract Office - Administration	0	0	0	5,221	300	0	0	0				
5020 Maintenance Personnel incl Vehicle Allowance	17,849	17,300	18,816	24,076	27,916	31,848	1,628	4,507	37,000	32,493	12.2%	40,000
5014 FICA & Medicare	13,425	17,702	17,854	18,047	18,133	17,793	1,243	3,832	18,313	14,481	20.9%	18,146
5018 Insurance Benefits (Disability)	642	646	648	227	463	565	38	132	720	588	18.3%	720
5037 Other Financial Benefits	16,200	26,400	26,400	26,400	26,400	27,396	2,311	6,933	26,400	19,467	26.3%	26,400
5053 PERA	11,416	12,178	13,008	12,771	13,913	16,490	1,085	3,355	18,552	15,197	18.1%	18,383
5024 Workers Comp Insurance	2,530	3,689	3,171	0	2,691	4,638	0	0	3,100	3,100	0.0%	3,100
TOTAL WAGES & BENEFITS	213,147	234,446	241,650	242,814	258,043	284,577	20,000	60,578	306,465	245,887	19.8%	303,949
2-PROFESSIONAL SERVICES:												
5120 Contract - Videographer	606	710	1,807	2,475	3,691	3,804	203	765	4,000	3,235	19.1%	4,000
5302 Assessor Fees	20,191	20,716	21,269	22,215	23,592	26,015	0	464	26,500	26,036	1.7%	24,000
5304 Accounting fees	13,365	14,375	15,247	17,130	17,637	26,527	2,625	7,425	29,000	21,575	25.6%	17,350
5305 Auditing fees	5,350	5,450	5,350	6,600	10,875	19,295	10,750	10,750	15,000	4,250	71.7%	15,000
5310 Engineering Fees	12,722	17,707	23,561	24,410	34,079	44,580	1,194	2,205	25,000	22,796	8.8%	20,600
5315 Recording fees	151	46	0	0	552	644	0	92	300	208	30.7%	300
5320 Legal fees - Prosecution	29,698	25,140	23,160	27,943	26,374	32,020	2,843	8,261	30,000	21,739	27.5%	29,800
5321 Legal fees - General/Civil	13,772	20,447	21,951	19,082	21,652	20,581	1,657	5,239	24,000	18,761	21.8%	22,000
5330 Planning Fees	0	0	0	6,200	5,368	593	0	110	4,200	4,090	2.6%	4,120
5335 Other Fees for Service	0	0	(433)	1,150	0	202	0	0	1,500	1,500	0.0%	1,500
5350 Building Inspection Fees - Stensland	36,910	48,921	80,054	82,429	47,634	64,093	1,617	21,092	38,500	17,408	54.8%	34,400
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	2,182	0	0	2,000	2,000	0.0%	1,200
5380 Watershed Management	488	488	595	596	596	596	638	638	600	(38)	106.3%	600
TOTAL PROFESSIONAL SERVICES	133,198	153,655	193,329	210,229	193,126	241,133	21,526	57,039	200,600	143,561	28.4%	174,870

City of Afton
Detail Statement of Revenue and Expenditures - General Fund Only
Year to Date 3/31/20

	Audited 2014	Audited 2015	Audited 2016	Audited 2017	Audited 2018	UnAudited 2019	Month(s) of Mar-20	YTD Actual 3/31/20	Annual Budget 2020	Remaining Budget \$	YTD Act as % of Annual Budget	Annual Budget 2019
4-OTHER EXPENDITURES:												
5500 Office Equipment	176	1,612	576	0	0	0	0	0	700	700	0.0%	700
5505 Bank/IRS Fees/Penalties/Sales Tax	135	347	262	314	873	452	26	162	400	238	40.4%	400
5510 Comp Svc (All Hard/Software, GIS, Web, Email)	4,825	5,396	5,610	6,900	16,830	9,344	675	2,432	11,000	8,568	22.1%	9,500
5516 Copier Lease	6,424	6,796	3,243	2,760	2,521	2,760	230	690	3,500	2,810	19.7%	3,500
5520 Equipment Maintenance	62	0	0	0	0	0	0	0	500	500	0.0%	500
5525 Insurance-General Property & Liability	18,377	17,886	17,250	15,962	21,705	21,722	0	0	22,500	22,500	0.0%	21,600
5535 Misc. Expense	230	956	21	574	111	509	0	80	1,500	1,420	5.3%	1,500
5540 Office Supplies	2,673	2,953	2,631	3,563	3,230	2,978	258	644	4,000	3,356	16.1%	4,000
5545 Other Administration	475	713	400	320	120	41	0	0	500	500	0.0%	500
5550 Postage	4,816	3,439	3,281	3,847	4,266	2,315	83	317	3,800	3,483	8.3%	3,500
5555 Publishing & Printing	2,336	3,656	2,201	407	1,143	846	322	480	2,000	1,520	24.0%	2,000
5560 Newsletter	5,281	6,058	5,339	4,804	4,144	6,326	510	1,440	5,000	3,560	28.8%	6,000
5565 Telephone	2,759	2,682	2,703	3,051	3,595	3,595	317	916	3,500	2,584	26.2%	3,500
5575 Travel & Mileage	180	0	132	186	162	416	0	0	500	500	0.0%	500
5580 Membership & Dues	2,987	3,158	3,207	3,229	3,384	3,474	0	1	3,300	3,299	0.0%	3,200
5585 Seminars & Education	1,932	2,364	682	1,059	2,576	1,535	0	275	2,600	2,325	10.6%	2,600
TOTAL OTHER EXPENDITURES	53,668	58,017	47,538	46,974	64,660	56,312	2,421	7,436	65,300	57,864	11.4%	63,500
SUBTOTAL GENERAL & ADMINISTRATIVE	400,012	446,119	482,517	500,017	515,829	582,021	43,947	125,054	572,365	447,311	21.8%	542,319
5-PUBLIC SAFETY:												
5605 Animal Control	1,899	2,823	1,959	1,280	2,884	3,416	0	70	3,500	3,430	2.0%	4,000
5625 Fire & Ambulance Service	213,705	219,953	232,893	243,296	249,166	260,296	0	65,913	263,651	197,738	25.0%	260,296
5626 Fire Relief Association	0	0	0	0	0	0	0	0	0	0	0.0%	0
5636 Police Service - Additional Patrols	0	0	0	0	2,044	2,448	0	0	5,000	5,000	0.0%	2,000
5635 Police Service - County	168,494	169,289	178,385	176,419	186,346	189,238	0	227	199,300	199,073	0.1%	189,011
TOTAL PUBLIC SAFETY	384,098	392,065	413,237	420,994	440,440	455,398	0	66,210	471,451	405,241	14.0%	455,307
6-PUBLIC HEALTH:												
5705 Recycling - Afton	150	268	1,076	525	(304)	(28)	0	0	500	500	0.0%	500
5720 Refuse Hauling - City Hall	1,630	819	708	745	945	469	0	0	1,000	1,000	0.0%	1,000
TOTAL PUBLIC HEALTH	1,780	1,087	1,784	1,270	641	441	0	0	1,500	1,500	0.0%	1,500

City of Afton
Detail Statement of Revenue and Expenditures - General Fund Only
Year to Date 3/31/20

	Audited 2014	Audited 2015	Audited 2016	Audited 2017	Audited 2018	UnAudited 2019	Month(s) of Mar-20	YTD Actual 3/31/20	Annual Budget 2020	Remaining Budget \$	YTD Act as % of Annual Budget	Annual Budget 2019
7-STREETS:												
5820 Gravel Road Maintenance	1,755	3,530	7,944	13,721	10,348	6,567	0	0	0	0		4,000
5825 Crackseal/Seal Coat/Gravel Shouldering	90,685	51,829	11,701	33,098	50,469	13,543	0	0	70,000	70,000	0.0%	75,000
5830 Snow & Ice Control	115,692	62,431	78,910	76,152	132,082	138,959	11,632	52,703	115,000	62,297	45.8%	113,000
5835 Surf maint/Sweeping/Pothole Repair/Grading	29,844	49,873	33,139	28,672	2,262	15,379	6,215	6,215	10,000	3,785	62.2%	10,000
5845 Brush, Tree, Mow, Bridge, Culvert, Guardrail	25,502	40,117	21,136	80,978	45,273	57,858	0	375	52,000	51,625	0.7%	52,000
5850 Street Lighting	3,982	4,286	3,164	4,494	3,397	1,810	9	321	5,000	4,679	6.4%	5,500
5855 Gas Lamps - Operating Costs	2,851	2,491	1,889	1,236	1,393	0	0	0	0	0		0
5856 Gas Lamps - Capital	0	0	0	0	0	0	0	0	0	0		0
5860 Signs & Signals	2,977	3,247	3,413	2,624	1,879	9,100	0	622	3,500	2,878	17.8%	3,500
5870 Other - Road Maint.	758	605	1,696	888	1,608	2,000	0	58	2,000	1,942	2.9%	2,000
TOTAL STREETS	274,047	218,410	162,992	241,863	248,711	245,216	17,856	60,294	257,500	197,206	23.4%	265,000
9-OTHER PUBLIC WORKS EXPENDITURES:												
5910 Flood Control (Operate Pump/Dike)	803	0	0	0	0	0	0	0	1,600	1,600	0.0%	1,600
5920 Repair & Maint - Equipment	1,312	1,080	1,324	1,506	2,481	4,278	0	375	3,000	2,625	12.5%	1,500
5925 Fuel & Lubricants	478	558	311	263	361	506	0	0	1,000	1,000	0.0%	1,000
5930 Tools & Minor Equipment	243	277	275	95	375	0	0	0	950	950	0.0%	950
TOTAL OTHER PUBLIC WORKS	2,836	1,914	1,910	1,864	3,217	4,784	0	375	6,550	6,175	5.7%	5,050
SUBTOTAL STREETS, REHAB & PUBLIC WORKS	276,883	220,324	164,902	243,727	251,928	250,000	17,856	60,670	264,050	203,380	23.0%	270,050
9-BUILDINGS & LAND:												
6010 Gas Heat - 3033 City Hall	2,060	1,937	1,071	533	0	1,167	188	550	2,200	1,650	25.0%	2,200
6020 Electricity	1,822	1,731	1,635	2,039	2,750	2,482	224	651	2,000	1,349	32.5%	2,000
6030 Miscellaneous Expense	777	1,036	944	910	229	1,529	20	152	800	648	19.0%	800
6035 Cleaning	1,031	874	273	13	7	0	0	0	500	500	0.0%	500
6040 Repair & Maintenance	898	1,910	902	2,644	2,789	902	12	678	2,500	1,822	27.1%	2,000
6045 City Garage Exp - 1675 Stagecoach	3,264	2,557	3,182	2,147	4,588	2,864	385	1,251	2,500	1,249		2,500
6046 Garage Expense - Sheriff, Public Works	0	0	0	0	0	488	220	500	1,000	500	50.0%	1,000
6050 Supplies	594	288	289	536	1,519	940	147	296	550	254	53.9%	500
TOTAL BUILDINGS & LAND	10,446	10,334	8,296	8,823	11,882	10,371	1,197	4,078	12,050	7,972	33.8%	11,500

City of Afton
Detail Statement of Revenue and Expenditures - General Fund Only
Year to Date 3/31/20

	Audited 2014	Audited 2015	Audited 2016	Audited 2017	Audited 2018	UnAudited 2019	Month(s) of Mar-20	YTD Actual 3/31/20	Annual Budget 2020	Remaining Budget \$	YTD Act as % of Annual Budget	Annual Budget 2019
12-PARKS & RECREATION:												
6105 4th of July Celebration	3,691	3,500	3,500	3,500	3,500	3,500	1,750	3,500	3,500	0	100.0%	3,500
6135 Park Maintenance	1,275	359	569	2,587	3,380	3,069	0	0	2,500	2,500	0.0%	1,300
6136 Park Utilities	0	0	0	0	0	3,288	255	871	3,000	2,130	29.0%	0
6140 Miscellaneous expense	52	62	112	18	238	238	0	0	300	300	0.0%	300
6205 Cemetery maintenance	0	0	9,000	9,354	9,000	9,000	0	9,000	9,000	0	100.0%	9,000
TOTAL PARKS & RECREATION	5,018	3,921	13,181	15,459	16,118	19,095	2,005	13,371	18,300	4,930	73.1%	14,100
OVERALL TOTAL EXPENDITURES	1,078,237	1,073,850	1,083,917	1,190,291	1,236,837	1,317,326	65,005	269,382	1,339,716	1,070,334	20.1%	1,294,776
C: OTHER FINANCING SOURCES (USES)												
4725 Tax Levy to 2014A Road Bond	(305,000)	(310,000)	(260,000)	(260,000)	(260,000)	(275,000)	0	0	(290,000)	(290,000)		(275,000)
4726 Tax Levy to 2017B Road Bond	0	0	0	0	(390,000)	(390,000)	0	0	(390,000)	(390,000)		(390,000)
4898 Tax Levy to Dwtwn Imp Tmp Bonds	0	0	(28,000)	(28,000)	(30,000)	(37,000)	0	0	(42,000)	(42,000)		(37,000)
4899 Tax Levy to Dwtwn Imp PFA Loans	0	0	(70,000)	(70,000)	(70,000)	(70,000)	0	0	(72,000)	(72,000)		(70,000)
4050 Tax Levy to Fire Hall Debt Service Fund	(57,356)	(57,933)	(49,893)	(49,833)	(49,784)	(49,624)	0	0	(49,064)	(49,064)		(49,624)
6920 Oper trf to Bldg & Land Fund - Budgeted	(6,000)	(6,000)	(6,000)	(6,000)	(6,000)	(6,000)	0	0	(6,000)	(6,000)		(6,000)
6920 Oper trf to Bldg & Land Fund - UnBudgeted	0	(20,000)	(25,000)	(25,000)	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
6925 Oper trf to Street Imp -Budgeted	(200,000)	(200,000)	(200,000)	(375,000)	(70,000)	(120,500)	0	0	(170,500)	(170,500)		(120,500)
6928 Oper Trf from(to) Special Reserve Fund	(294)	(5,000)	(3,000)	(9,500)	(5,000)	(100)	0	0	(100)	(100)		(100)
6932 Oper Trf to Stormwater Fund	(3,500)	(3,500)	(3,500)	(3,500)	(3,500)	(3,500)	0	0	(3,500)	(3,500)		(3,500)
6933 Oper Trf to Vehicle Fund	(2,500)	(2,500)	(2,500)	(2,500)	(2,500)	(2,500)	0	0	(2,500)	(2,500)		(2,500)
6935 Oper Trf to Comprehensive Plan	(2,000)	(2,000)	(3,000)	(4,000)	(4,000)	(4,000)	0	0	(3,500)	(3,500)		(4,000)
6936 Oper Trf to Flood Mitigation & Control	(5,500)	(5,500)	(5,500)	(5,500)	(5,500)	(5,500)	0	0	(5,500)	(5,500)		(5,500)
6937 Oper Trf to DNR Grant Match	(95,000)	(95,000)	(95,000)	(95,000)	(95,000)	(95,000)	0	0	(95,000)	(95,000)		(95,000)
6934 Oper trf to Codification (Spec Act Fd)	(100)	(100)	(100)	(100)	(100)	(500)	0	0	(500)	(500)		(500)
4843 Oper Trf to MN Unemployment Claims	(3,000)	(3,000)	(1,000)	(1,000)	(1,000)	(1,000)	0	0	(1,000)	(1,000)		(1,000)
4847 Oper Trf to Election Expense Fund	(5,500)	(5,500)	(5,500)	(5,500)	(5,500)	(5,500)	0	0	(7,000)	(7,000)		(5,500)
6910 City Council Contingency Fund	0	0	0	(10,000)	0	0	0	0	0	0		0
4842 Oper Trf to Audit and Legal Reserve	(100)	(100)	(1,000)	(1,000)	(1,000)	(100)	0	0	(100)	(100)		(100)
4844 Oper Trf to Parks Capital Repairs/Trail & Ped Bridge	(5,500)	(5,500)	(5,500)	(5,500)	(5,500)	(5,500)	0	0	(5,500)	(5,500)		(5,500)
4022 Oper Trf to Afton Septic System - City Bldgs	(15,000)	(15,000)	(15,000)	(15,000)	(15,000)	(15,000)	0	0	(15,000)	(15,000)		(15,000)
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
4846 Oper Trf to Sidewalk	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	(500)	0	0	(500)	(500)		(500)
4017 Oper Trf to Bridge Replacement Fund	0	0	0	0	(49,671)	(50,000)	0	0	(51,000)	(51,000)		(50,000)
6954 Oper Trf to 807 Tmp Bond Debt Fund	0	0	0	0	(15,000)	0	0	0	0	0		0
6929 Trf (to)/from Special Activities Fund (Various)	0	(15,000)	(10,000)	(25,000)	(15,000)	(59,000)	0	0	0	0		0
TOTAL OTH FINANCING/TRANSFERS	(708,350)	(805,133)	(1,096,493)	(1,148,933)	(1,101,055)	(1,195,824)	0	0	(1,210,264)	(1,210,264)		(1,136,824)
REVENUES OVER (UNDER) EXPENDITURES	37,193	26,010	895	4,594	3,534	110	(46,847)	(211,458)	\$0	211,458		\$0
Fund Balance - Beginning of Period	264,114	301,307	327,317	328,212	332,805	336,339		\$336,450				
Fund Balance - End of Period	301,307	327,317	328,212	332,805	336,339	336,450		\$124,991				

D6

City of Afton
Summary of Special Activities and MN Investment Funds
YTD 3/31/20

	Balance 12/31/2014	Balance 12/31/2015	Balance 12/31/2016	Balance 12/31/2017	Balance 12/31/2018	Balance 12/31/2019	Receipts	Disbursements	Transfers	Balance 3/31/2020
#550 Special Activities Fund - General										
A. Interest (unallocated)	3,871.67	3,930.92	4,394.61	6,100.51	12,372.80	19,958.14	1,062.53			21,020.67
B2. 4th of July Reserve	0.00	0.00	0.00	0.00	0.00	0.00				0.00
B3. City Council Contingency Reserve	10,975.00	9,775.00	4,768.56	10,229.76	853.12	6,622.98		1,500.00		5,122.98
B4. Community Garden	(87.88)	(0.00)	(0.00)	(0.00)	(0.00)	(0.00)				(0.00)
B4. MN Historic Preservation Design Guidelines	0.00	8,000.00	(225.00)	(225.00)	(225.00)	9,775.00				9,775.00
B5. Afton Residents for Preservation & Conservation	0.00	0.00	0.00	1,500.00	1,500.00	1,500.00				1,500.00
C1. Codification	3,750.20	3,850.20	3,950.20	4,050.20	4,150.20	4,650.20				4,650.20
C2. Comprehensive Plan	8,155.36	1,947.36	4,947.36	18,947.36	17,898.61	20,432.61				20,432.61
D1. Flood Control (Acct 7836)	5,063.99	17,004.27	22,304.27	27,804.27	33,304.27	25,482.36	20,453.87			45,936.23
D2. Storm Water Control	21,433.70	24,933.70	28,433.70	31,933.70	37,433.70	40,933.70				40,933.70
D3. Snow & Ice Reserve	0.00	15,000.00	15,000.00	30,000.00	30,000.00	30,000.00				30,000.00
D6. TAG Wastewater Comm Assessmnt (Acct 7833)	(15,982.34)	0.00	0.00	0.00	0.00	0.00				0.00
E. Charitable Gaming Fund	0.00	0.00	84.47	495.80	746.17	913.00				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	0.00	0.00	0.00	0.00	0.00				0.00
I. City Vehicles	4,148.96	6,648.96	9,148.96	9,214.39	10,395.39	6,905.14				6,905.14
K. Audit/Legal Reserve	38,436.57	38,536.57	39,536.57	40,536.57	35,719.38	62,902.62		(27,916.76)		90,819.38
L. MN UI Claims, Severance & Oth PTO	23,788.53	26,788.53	27,788.53	28,788.53	29,788.53	30,788.53				30,788.53
M. Parks Capital, Pedestrian Bike Trail & Bridge	16,459.94	21,959.94	27,459.94	27,959.94	33,459.94	38,959.94				38,959.94
N. Election Expense	5,780.27	11,159.33	9,452.67	13,402.67	5,311.65	9,244.34		6,019.91		3,224.43
O. Sidewalk	10,000.00	12,000.00	14,000.00	16,000.00	18,000.00	18,500.00				18,500.00
P. High Speed Internet	0.00	0.00	0.00	124,850.00	124,850.00	0.00				0.00
Total #550 Special Activities Fund - General	136,642.98	201,534.78	211,044.84	391,588.70	395,558.76	327,568.56	21,516.40	(20,396.85)	0.00	369,481.81
#560 Special Activities Fund - Other										
A. State Fire Aid (Pass-Thru)	0.00	0.00	0.00	0.00	0.00	0.00				0.00
B. Community Communications	18,378.87	24,889.73	13,549.11	12,083.74	(0.00)	251.39	11,446.60	5,250.00		6,447.99
C. Interest (Unallocated)	0.00	0.00	0.00	0.00	2.13	58.12	0.91			59.03
Total #550 Special Activities Fund	18,378.87	24,889.73	13,549.11	12,083.74	2.13	309.51	11,447.51	5,250.00	0.00	6,507.02
#600 MN Investment Fund										
4886/8986 Chandler Exhibits	104,361.13	104,409.10	104,635.25	105,377.87	107,167.55	109,325.35	374.00		0.00	109,699.35
Total #600 MN Investment Fund	104,361.13	104,409.10	104,635.25	105,377.87	107,167.55	109,325.35	374.00	0.00	0.00	109,699.35

City of Afton
#550 General Special Activities Fund - Detail by Account
January through March 2020

04/14/20

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
4842 · Oper Trf Audit/Legal Reserve							
Gene...	01/01/2020	AuditLegal	100 Gen'l Fd:C. Oth Financing Sources (Uses):6929 ...	2019 Unbudgeted Trf ft Genl to Spec Activities re. Audit & Legal Reserve	0.00		0.00
Total 4842 · Oper Trf Audit/Legal Reserve					0.00	0.00	0.00
4914 · Special Activity - Interest							
Gene...	01/31/2020	interest		Interest Income		358.22	358.22
Gene...	02/29/2020	interest		Interest Income		336.52	694.74
Gene...	03/31/2020	interest		Interest Income		367.79	1,062.53
Total 4914 · Special Activity - Interest					0.00	1,062.53	1,062.53
5018 · Insurance Benefits							
Payc...	03/31/2020	202004003	Yoho, Julie D	Direct Deposit	9.58		(9.58)
Total 5018 · Insurance Benefits					9.58	0.00	(9.58)
5051 · Social Security Tax - Employer							
Payc...	03/12/2020	202003033	Yoho, Julie D	Direct Deposit	60.68		(60.68)
Payc...	03/31/2020	202004003	Yoho, Julie D	Direct Deposit	70.78		(131.46)
Total 5051 · Social Security Tax - Employer					131.46	0.00	(131.46)
5052 · Medicare Tax - Employer							
Payc...	03/12/2020	202003033	Yoho, Julie D	Direct Deposit	14.19		(14.19)
Payc...	03/12/2020	202003045	Wroblewski, Lucia B	Direct Deposit	1.34		(15.53)
Payc...	03/31/2020	202004003	Yoho, Julie D	Direct Deposit	16.55		(32.08)
Total 5052 · Medicare Tax - Employer					32.08	0.00	(32.08)
5053 · PERA Contribution - Employer							
Payc...	03/12/2020	202003033	Yoho, Julie D	Direct Deposit	73.40		(73.40)
Payc...	03/31/2020	202004003	Yoho, Julie D	Direct Deposit	85.63		(159.03)
Total 5053 · PERA Contribution - Employer					159.03	0.00	(159.03)
6342 · Legal Exp - Deductible/CoPays							
Gene...	01/01/2020	Litigation	550 Special Activities Fd - General:K. Audit/Legal R...	Reverse 2019 Accrual: Legal & Copay to LMCFT re. Afton Marina & Yacht Club		27,916.76	27,916.76
Total 6342 · Legal Exp - Deductible/CoPays					0.00	27,916.76	27,916.76
6347 · Elections Expense							
Bill	01/31/2020	169959	Wash Cty (Elections)	2020 Automark Ext Maint Fees	1,550.00		(1,550.00)
Bill	03/03/2020	1034	Hudson Bagel & Coffee Co.	Food for Election Judges	249.50		(1,799.50)
Bill	03/03/2020	PNP 332020	Arco Laurie (reimburse expenses)	40 Homemade cinnamon rolls for election judges	40.00		(1,839.50)
Bill	03/03/2020	2020Primary Election	Jason Lee Johnson	Setup/tear down 3/3/20 Primary Election 5.0 hours @ \$18	90.00		(1,929.50)
Payc...	03/12/2020	202003033	Yoho, Julie D	Direct Deposit	978.60		(2,908.10)
Payc...	03/12/2020	202003033	Yoho, Julie D	Direct Deposit	32.79		(2,940.89)
Payc...	03/12/2020	23724	Arco, Laurie		346.50		(3,287.39)
Payc...	03/12/2020	23724	Arco, Laurie		29.17		(3,316.56)
Payc...	03/12/2020	23725	Reyers, Bonnie		322.00		(3,638.56)
Payc...	03/12/2020	23726	Bonine, Pamela A		92.50		(3,731.06)
Payc...	03/12/2020	23727	Gipple, Nancy		92.50		(3,823.56)
Payc...	03/12/2020	23728	Haland, Noelle		92.50		(3,916.06)
Payc...	03/12/2020	23729	Hedberg, Kirk G		90.00		(4,006.06)
Payc...	03/12/2020	23730	Jahne, Roxane		92.50		(4,098.56)
Payc...	03/12/2020	23731	Kopitzke, Karen A		172.50		(4,271.06)
Payc...	03/12/2020	23732	Peterson, Cynthia		90.00		(4,361.06)
Payc...	03/12/2020	23733	Ronningen, Barbara		92.50		(4,453.56)
Payc...	03/12/2020	202003045	Wroblewski, Lucia B	Direct Deposit	92.50		(4,546.06)
Payc...	03/31/2020	202004003	Yoho, Julie D	Direct Deposit	1,141.70		(5,687.76)
Total 6347 · Elections Expense					5,687.76	0.00	(5,687.76)
6366 · City Council Contingency Exp							
Bill	03/31/2020	2020 Contribution	Youth Service Bureau	YSB Services - 2020	1,500.00		(1,500.00)
Total 6366 · City Council Contingency Exp					1,500.00	0.00	(1,500.00)

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City of Afton
#550 General Special Activities Fund - Detail by Account
January through March 2020

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
7800 · Flood, Storm Wtr & Snow Ice							
7836 · Flood & Storm Wtr Exp - Gen'l							
Bill	03/31/2020	758	Tri-County Services (Streets, Other)	Dig out & put up flood gate	380.00		(380.00)
Depo...	03/31/2020	5968749		EMGP-20200409-2388: 2019 Flood Reimb (\$15,625.40 Federal, \$5,208.47 State)		20,833.87	20,453.87
Total 7836 · Flood & Storm Wtr Exp - Gen'l					380.00	20,833.87	20,453.87
Total 7800 · Flood, Storm Wtr & Snow Ice					380.00	20,833.87	20,453.87
6910 · Trf fr General Fund							
Gene...	01/01/2020	CouncilCont	100 Gen'l Fd:C. Oth Financing Sources (Uses):6929 ...	2018 Unbudgeted Trf fr Gen'l to Spec Activities re. Council Contingency	0.00		0.00
Total 6910 · Trf fr General Fund					0.00	0.00	0.00
TOTAL					7,899.91	49,813.16	41,913.25

City of Afton
#560 Other Special Activities Fund - Detail by Account
January through March 2020

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
4815 · Cable Comm Dist - Year End							
Depo...	03/31/2020	2048		Cable Commission: 2019 Year End Distribution		11,446.60	11,446.60
Total 4815 · Cable Comm Dist - Year End					0.00	11,446.60	11,446.60
4920 · Special Act Other - Interest							
Gene...	01/31/2020	Interest		Interest Income		0.31	0.31
Gene...	02/29/2020	Interest		Interest Income		0.29	0.60
Gene...	03/31/2020	Interest		Interest Income		0.31	0.91
Total 4920 · Special Act Other - Interest					0.00	0.91	0.91
5561 · Communications							
Bill	02/29/2020	10012	Afton Historical Society	Archival of Council and Planning Meeting Videos	5,250.00		(5,250.00)
Total 5561 · Communications					5,250.00	0.00	(5,250.00)
TOTAL					5,250.00	11,447.51	6,197.51

City of Afton
#115 Bldg & Land Fund - Detail by Account
 January through March 2020

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
4906 · Bldg & Land Interest Earnings							
Gene...	01/31/2020	interest		Interest Income		15.81	15.81
Gene...	02/29/2020	interest		Interest Income		9.79	25.60
Gene...	03/31/2020	interest		Interest Income		9.18	34.78
Total 4906 · Bldg & Land Interest Earnings					0.00	34.78	34.78
6003 · City Hall Improvements							
Bill	01/21/2020	s102170559....	J. H. LARSON CO.	Wall Heater	403.25		(403.25)
Bill	03/24/2020	528905	Baglio Bill (1099 Vendor)	Down payment: Repair & Paint Council Chambers (Total Bid \$985)	0.00		(403.25)
Bill	03/31/2020	021520 0313...	US Bank {EFT} Credit Card ..4776	LED Supply Co: LED lights for City Council Chambers	2,652.35		(3,055.60)
Total 6003 · City Hall Improvements					3,055.60	0.00	(3,055.60)
TOTAL					3,055.60	34.78	(3,020.82)

04/14/20

City of Afton
410 Sanitary Sewer Utility Operations - LTD Summary
 January 2014 through March 2020

	Jan - Dec 14	Jan - Dec 15	Jan - Dec 16	Jan - Dec 17	Jan - Dec 18	Jan - Dec 19	Jan - Mar 20	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	0.00	90,000.00
4023 Sanitary Sewer Oper - Fees	0.00	0.00	0.00	0.00	29,850.00	40,700.00	13,940.00	84,490.00
4919 Sanitary Sewer Interest	0.00	0.00	0.00	0.00	12.88	952.89	154.38	1,120.15
Total A. Rev	15,000.00	15,000.00	15,000.00	15,000.00	44,862.88	56,652.89	14,094.38	175,610.15
B. Exp								
6060 Sanitary Sewer Oper - Exp								
6062 Oth Contract Services	0.00	0.00	0.00	0.00	(781.75)	(7,894.53)	(520.00)	(9,196.28)
6065 Oper & Mgmt Fees	0.00	0.00	0.00	(1,508.33)	(20,508.65)	(19,136.27)	(5,029.99)	(46,183.24)
6066 Chemicals & Lab Fees	0.00	0.00	0.00	0.00	(10,582.28)	(12,739.47)	(3,198.86)	(26,520.61)
6068 Electric - Lift Stations	0.00	0.00	0.00	0.00	(15,004.05)	(19,009.18)	(1,687.70)	(35,700.93)
6069 Insurance - Sanitary Sewer	0.00	0.00	0.00	0.00	0.00	(5,291.00)	0.00	(5,291.00)
6060 Sanitary Sewer Oper - Exp - Other	0.00	0.00	0.00	(745.19)	0.00	0.00	0.00	(745.19)
Total 6060 Sanitary Sewer Oper - Exp	0.00	0.00	0.00	(2,253.52)	(46,876.73)	(64,070.45)	(10,436.55)	(123,637.25)
6083 Sanitary Sewer Spec Assessments	0.00	0.00	0.00	0.00	(2,589.77)	(2,155.93)	(1,908.93)	(6,654.63)
Total B. Exp	0.00	0.00	0.00	(2,253.52)	(49,466.50)	(66,226.38)	(12,345.48)	(130,291.88)
Total 410 Sanitary Sewer Utility	15,000.00	15,000.00	15,000.00	12,746.48	(4,603.62)	(9,573.49)	1,748.90	45,318.27
TOTAL	15,000.00	15,000.00	15,000.00	12,746.48	(4,603.62)	(9,573.49)	1,748.90	45,318.27

City of Afton
410 Sanitary Sewer Fund - Detail by Account
January through March 2020

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
4023 - Fees Sanitary Sewer Oper							
Depo...	01/13/2020	995003		Shosten		50.00	50.00
Depo...	01/13/2020	5702		Mulle		100.00	150.00
Depo...	01/13/2020	5192		Holz		35.00	185.00
Depo...	01/13/2020	6662		Palmquist		50.00	235.00
Depo...	01/13/2020	18392		Larson		50.00	285.00
Depo...	01/13/2020	6788		Gasser		35.00	320.00
Depo...	01/13/2020	5241		Raedeke		35.00	355.00
Depo...	01/13/2020	5491		Feehan Schmidt		250.00	605.00
Depo...	01/13/2020	6051		Anderson		150.00	755.00
Depo...	01/13/2020	5011		Lutz		50.00	805.00
Depo...	01/13/2020	1400		Lone Star		200.00	1,005.00
Depo...	01/13/2020	44966		Afton St Croix		1,750.00	2,755.00
Depo...	02/23/2020	99501		Shosten		50.00	2,805.00
Depo...	02/23/2020	5494		Feehan-Schmidt		250.00	3,055.00
Depo...	02/23/2020	6666		Palmquist		50.00	3,105.00
Depo...	02/23/2020	6795		Gasser		35.00	3,140.00
Depo...	02/23/2020	5247		Raedeke and Loomis		35.00	3,175.00
Depo...	02/23/2020	45018		Afton St Croix		1,750.00	4,925.00
Depo...	02/23/2020	12176		Schneider		140.00	5,065.00
Depo...	02/23/2020	3652		Butler		100.00	5,165.00
Depo...	02/23/2020	5197		Biagini		100.00	5,265.00
Depo...	02/23/2020	995139		Thompson and Benike		50.00	5,315.00
Depo...	02/23/2020	14095		Bulger		35.00	5,350.00
Depo...	02/23/2020	1162		Langstraat		35.00	5,385.00
Depo...	02/23/2020	2177		Durkopp		35.00	5,420.00
Depo...	02/23/2020	1155		Lone Star		200.00	5,620.00
Depo...	02/23/2020	3564		Nickerson		900.00	6,520.00
Depo...	02/23/2020	5012		Lutz		50.00	6,570.00
Depo...	02/23/2020	1431139		Cooper		35.00	6,605.00
Depo...	02/23/2020	1237236		Memorial Lutheran		50.00	6,655.00
Depo...	02/23/2020	5709		Mulle		100.00	6,755.00
Depo...	02/23/2020	18370		Larson		50.00	6,805.00
Depo...	02/25/2020	1159		Lone Star		200.00	7,005.00
Depo...	02/25/2020	45072		Afton St Croix		1,750.00	8,755.00
Depo...	02/25/2020	2680		Mucciacciaro		600.00	9,355.00
Depo...	02/25/2020	10458		Weed		600.00	9,955.00
Depo...	02/25/2020	14122		Bulger		35.00	9,990.00
Depo...	02/25/2020	2184		Durkopp		35.00	10,025.00
Depo...	02/25/2020	995140		Thompson		50.00	10,075.00
Depo...	02/25/2020	5203		Holz		35.00	10,110.00
Depo...	02/25/2020	5013		Lutz		50.00	10,160.00
Depo...	02/25/2020	1172		Langstraat		35.00	10,195.00
Depo...	02/25/2020	4515		Brasel		100.00	10,295.00
Depo...	02/25/2020	5319617		Cooper		35.00	10,330.00
Depo...	02/25/2020	995012		Shosten		50.00	10,380.00
Depo...	02/25/2020	4987942		Memorial Lutheran		50.00	10,430.00
Depo...	02/26/2020	5257		Raedeke and Loomis		35.00	10,465.00
Depo...	03/31/2020	5266		Raedeke		35.00	10,500.00
Depo...	03/31/2020	5014		Lutz		50.00	10,550.00
Depo...	03/31/2020	4522		Brasel		50.00	10,600.00
Depo...	03/31/2020	45117		Afton St Croix		1,750.00	12,350.00
Depo...	03/31/2020	7174		Tilton		140.00	12,490.00
Depo...	03/31/2020	5501		Feehan Schmidt		500.00	12,990.00
Depo...	03/31/2020	8866705		Cooper		35.00	13,025.00
Depo...	03/31/2020	14161		Bulger		35.00	13,060.00
Depo...	03/31/2020	995142		Thompson, Benike		50.00	13,110.00
Depo...	03/31/2020	1164		Lone Star		200.00	13,310.00
Depo...	03/31/2020	8536138		Memorial Lutheran Church		50.00	13,360.00
Depo...	03/31/2020	2194		Durkopp		35.00	13,395.00
Depo...	03/31/2020	6672		Palmquist		50.00	13,445.00
Depo...	03/31/2020	6811		Gasser		35.00	13,480.00
Depo...	03/31/2020	5719		Mulle		100.00	13,580.00
Depo...	03/31/2020	3653		Butler		100.00	13,680.00
Depo...	03/31/2020	18426		Larson		50.00	13,730.00

City of Afton
410 Sanitary Sewer Fund - Detail by Account
 January through March 2020

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
Depo...	03/31/2020	5720		McLaurin and Marcus		210.00	13,940.00
Total 4023 · Fees Sanitary Sewer Oper					0.00	13,940.00	13,940.00
4919 · Sanitary Sewer - Interest							
Gene...	01/31/2020	Interest		Interest Income		64.70	64.70
Gene...	02/29/2020	Interest		Interest Income		46.48	111.18
Gene...	03/31/2020	Interest		Interest Income		43.20	154.38
Total 4919 · Sanitary Sewer - Interest					0.00	154.38	154.38
6060 · Sanitary Sewer Expenses							
6062 · Other Contract Services							
Bill	03/24/2020	151097	Get Connected Tech	Quarterly Monitoring of Afton Sewage Site, 1st Qtr 2020: 3 months @ \$65	195.00		(195.00)
Bill	03/31/2020	66573	Meyer Sewer Service, Inc	Pumped four man holes at River Road 6/6/19	325.00		(520.00)
Total 6062 · Other Contract Services					520.00	0.00	(520.00)
6065 · Oper & Mgmt Fees							
Bill	01/30/2020	105176	Petersen Mgmt (Oper & Mgmt Fees)	Operations and management fees Jan2020	1,508.33		(1,508.33)
Bill	02/29/2020	10000092457	Minnesota Pollution Control Agency	145422 Afton WWTP 2318 St Croix Trl S: Wastewater Annual permit fees 2020	505.00		(2,013.33)
Bill	02/29/2020	105608	Petersen Mgmt (Oper & Mgmt Fees)	Operations and management fees Feb2020	1,508.33		(3,521.66)
Bill	03/24/2020	105939	Petersen Mgmt (Oper & Mgmt Fees)	Operations and management fees Mar2020	1,508.33		(5,029.99)
Total 6065 · Oper & Mgmt Fees					5,029.99	0.00	(5,029.99)
6066 · Chemicals & Lab Fees							
Bill	01/31/2020	105457	Petersen Mgmt (Lab Fees)	Lab fees, Chemicals	734.25		(734.25)
Bill	02/29/2020	105795	Petersen Mgmt (Lab Fees)	Lab fees, Chemicals	293.70		(1,027.95)
Bill	02/29/2020	105689	Petersen Mgmt (Lab Fees)	Lab fees, Chemicals	354.20		(1,382.15)
Bill	03/31/2020	106134	Petersen Mgmt (Lab Fees)	Lab fees, Chemicals	1,816.71		(3,198.86)
Total 6066 · Chemicals & Lab Fees					3,198.86	0.00	(3,198.86)
6068 · Electricity - Lift Stations							
Bill	01/31/2020	013120	Xcel Energy {EFT} (51-11957 8190)	Acct No. 51-00119578190 : Lift Station 15995 UPPER 34TH ST S. Meter 21647908 Premises 304699630	321.88		(321.88)
Bill	02/29/2020	022920	Xcel Energy {EFT} (51-11983 9027)	Acct No. 51-0011983902-7 Pumphouse for Water Treatment: 2318 St Croix Trl S. Meter 15491212 Pre...	887.09		(1,208.97)
Bill	02/29/2020	022920	Xcel Energy {EFT} (51-11957 8190)	Acct No. 51-00119578190 : Lift Station 15995 UPPER 34TH ST S. Meter 21647908 Premises 304699630	478.73		(1,687.70)
Total 6068 · Electricity - Lift Stations					1,687.70	0.00	(1,687.70)
Total 6060 · Sanitary Sewer Expenses					10,436.55	0.00	(10,436.55)
6083 · Sanitary Sewer Spec Assessments							
Bill	03/24/2020	50257380	Wash Cty (Prop Records & Taxpayer Serv)	Pay 2020 Special Assessments Afton Historical Society	1,068.73		(1,068.73)
Bill	03/24/2020	50257378	Wash Cty (Prop Records & Taxpayer Serv)	Pay 2020 Special Assessments City Hall	840.20		(1,908.93)
Total 6083 · Sanitary Sewer Spec Assessments					1,908.93	0.00	(1,908.93)
TOTAL					12,345.48	14,094.38	1,748.90

City of Afton
#120 Street Improvement Fund - Detail by Account
 January through March 2020

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
4907 · Pub Wks 4M Fd Interest Earnings							
General Jo...	01/31/2020	Interest		Interest Income		979.24	979.24
General Jo...	02/29/2020	Interest		Interest Income		878.17	1,857.41
General Jo...	03/31/2020	Interest		Interest Income		831.95	2,689.36
Total 4907 · Pub Wks 4M Fd Interest Earnings					0.00	2,689.36	2,689.36
7900 · Street Imp Capital Projects							
7946 · 2020 Street Projects							
Bill	02/29/2020	6	WSB (Pavement Mgmt)	2020 Pavement Improvement Project	10,370.00		(10,370.00)
Bill	03/24/2020	744657555	Finance and Commerce	2020 Pavement Improvement Project: Ad for Bids	185.65		(10,555.65)
Total 7946 · 2020 Street Projects					10,555.65	0.00	(10,555.65)
7984 · River Road Sanitary Options							
Bill	01/31/2020	744603065	Finance and Commerce	River Road Sanitary Imp Project	195.34		(195.34)
Bill	02/29/2020	1	WSB (City Engineer)	River Road Sanitary Project	2,789.00		(2,984.34)
Bill	02/29/2020	8	WSB (River Road Sanitary Sewer)	River Road Sanitary Sewer Improvements	2,218.00		(5,202.34)
Bill	03/24/2020	Pay Voucher #1	Capra's Utilities	River Road Sanitary Sewer Services: Pay Voucher #1	53,076.38		(58,278.72)
Bill	03/31/2020	2	WSB (City Engineer)	River Road Sanitary Project	6,478.00		(64,756.72)
Total 7984 · River Road Sanitary Options					64,756.72	0.00	(64,756.72)
Total 7900 · Street Imp Capital Projects					75,312.37	0.00	(75,312.37)
TOTAL					75,312.37	2,689.36	(72,623.01)

04/14/20

City of Afton
K. #122 Bridge Replacement Fund - Detail by Account
 January through March 2020

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
4918 · Bridge Replacement - Interest							
General Jo...	01/31/2020	Interest		Interest Income		77.79	77.79
General Jo...	02/29/2020	Interest		Interest Income		71.16	148.95
General Jo...	03/31/2020	Interest		Interest Income		64.48	213.43
Total 4918 · Bridge Replacement - Interest					0.00	213.43	213.43
7770 · Bridge Repair & Replacement Exp							
7771 · Bridge Replacement - Engineer							
Bill	02/29/2020	3	WSB (Bridge Insp/Imp)	2019 Bridge Inspection Services	1,245.00		(1,245.00)
Bill	03/31/2020	6	WSB (Bridge Insp/Imp)	Bridge No. 82505 Improvements	2,555.50		(3,800.50)
Total 7771 · Bridge Replacement - Engineer					3,800.50	0.00	(3,800.50)
Total 7770 · Bridge Repair & Replacement Exp					3,800.50	0.00	(3,800.50)
TOTAL					3,800.50	213.43	(3,587.07)

City of Afton
200 Park Reserve Fund Stmt of Rev & Exp - Detail
 January through March 2020

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
200 Park Reserve Fd							
A. Rev							
4903 Interest Income - 4M Fund							
General Journal	01/31/2020	interest		Interest Income		314.40	314.40
General Journal	02/29/2020	interest		Interest Income		286.34	600.74
General Journal	03/31/2020	interest		Interest Income		276.19	876.93
Total 4903 Interest Income - 4M Fund					0.00	876.93	876.93
Total A. Rev					0.00	876.93	876.93
Total 200 Park Reserve Fd					0.00	876.93	876.93
TOTAL					0.00	876.93	876.93

City of Afton
805 City Infra-Structure Improvement Fund - LTD Summary

April 2011 through March 2020

	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	Jan - Mar 20	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	2,788.88	28,378.87
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	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	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	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	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	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	0.00	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	399,006.84	4,626,571.67
4861 CWRFG 054 Grant Stormwater	0.00	0.00	0.00	0.00	0.00	0.00	349,938.00	0.00	0.00	0.00	349,938.00
4862 CWRFG 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	64,341.86	972,793.80
4863 CWRFG G 055 Grant Sanitary Sewer	0.00	0.00	0.00	0.00	0.00	0.00	398,320.00	0.00	0.00	0.00	398,320.00
4864 CWRFG 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	32,560.24	1,194,959.00
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	306,780.96	5,742,716.00
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	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	0.00	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	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	0.00	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	805,478.78	24,295,961.64
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	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	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	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	0.00	(51,747.88)
8891 Dwtwn 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)	(41.79)	(1,159,593.08)
8892 Dwtwn 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)	0.00	(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)	0.00	(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)	(13,975.00)	(279,353.46)
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	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)	0.00	(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)	0.00	(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	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)	(128,644.35)	(3,120.00)	(1,953,252.85)
8901 Septic Construction	0.00	0.00	0.00	0.00	0.00	0.00	(12,047,008.52)	(1,596,291.03)	(94,962.55)	117,487.15	(13,620,774.95)
Total B. Exp	(6,673.00)	(436,755.02)	(955,490.40)	(523,191.03)	(1,220,493.09)	(368,513.32)	(17,594,546.09)	(2,088,660.32)	(251,641.59)	100,350.36	(23,325,613.50)
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	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	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)	1,565,220.55	905,829.14	1,655,100.39
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)	1,565,220.55	905,829.14	1,655,100.39

MI

City of Afton
#805 City Infra-Structure Imp Projects - Detail by Account
 January through March 2020

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
4853 · County Share Dwntrwn/Septic Proj							
Deposit	03/17/2020	5926283		Wash Cty: Share of Downtown Projects		399,006.84	399,006.84
Total 4853 · County Share Dwntrwn/Septic Proj					0.00	399,006.84	399,006.84
4862 · CWRFL 054 Loan Proceeds							
Deposit	01/27/2020	5818636		MPFA CWRFL 054 FY 2017 22		22,566.09	22,566.09
Deposit	02/25/2020			MPFA CWRFL 054 FY 2017 23		41,775.77	64,341.86
Total 4862 · CWRFL 054 Loan Proceeds					0.00	64,341.86	64,341.86
4864 · CWRFL 055 Loan Proceeds							
Deposit	01/27/2020	5818636		MPFA CWRFL 055 FY 2017 11		32,560.24	32,560.24
Total 4864 · CWRFL 055 Loan Proceeds					0.00	32,560.24	32,560.24
4865 · PSIG G 056 Grant							
Deposit	01/27/2020	5818636		MPFA PSIG G 056 FY 2017 18		95,456.84	95,456.84
Deposit	01/27/2020	5818636		MPFA PSIG G 056 FY 2017 18		105,827.21	201,284.05
Deposit	02/25/2020			MPFA PSIG G 056 FY 2017		8,453.19	209,737.24
Deposit	02/25/2020			MPFA PSIG G 056 FY 2017		97,043.72	306,780.96
Total 4865 · PSIG G 056 Grant					0.00	306,780.96	306,780.96
4917 · Int Inc - City Infrastruct Fd							
General Jou...	01/31/2020			Interest Income		992.68	992.68
General Jou...	02/29/2020			Interest Income		943.07	1,935.75
General Jou...	03/31/2020			Interest Income		853.13	2,788.88
Total 4917 · Int Inc - City Infrastruct Fd					0.00	2,788.88	2,788.88
8800 · DNR Flood Imp Expense							
8891 · DNR Flood Imp - Prop Purch/Exp							
Bill	02/29/2020	022920	Xcel Energy {EFT} (51-0895 3451)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 96987678 Premises #302409557	20.90		(20.90)
Bill	03/31/2020	033120	Xcel Energy {EFT} (51-0895 3451)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 96987678 Premises #302409557	20.89		(41.79)
Total 8891 · DNR Flood Imp - Prop Purch/Exp					41.79	0.00	(41.79)
8894 · Septic Permits, Fees, Admin							
Bill	03/31/2020	2017-047/4rev	Blondo Consulting LLC	Archaeological Site Monitoring, artifact cataloging and related expenses (Final)	13,975.00		(13,975.00)
Total 8894 · Septic Permits, Fees, Admin					13,975.00	0.00	(13,975.00)
8899 · Village Improvements							
Bill	02/29/2020	1	WSB (City Engineer)	Downtown Project	1,238.00		(1,238.00)
Bill	03/31/2020	2	WSB (City Engineer)	Downtown Project	1,882.00		(3,120.00)
Total 8899 · Village Improvements					3,120.00	0.00	(3,120.00)
8901 · Septic Construction							
General Jou...	01/01/2020	Sewer Retng	805 City InfraStructure Imp Fd:B. Exp:8901 Se...	Reverse Geislinger - 12/31/19 Retainage on Sanitary Sewer (Pay Voucher #22)		117,487.15	117,487.15
Total 8901 · Septic Construction					0.00	117,487.15	117,487.15
Total 8800 · DNR Flood Imp Expense					17,136.79	117,487.15	100,350.36
6955 · Trf to Tmp Bd fr City Infra							
General Jou...	03/31/2020	Temp Bond	805 City InfraStructure Imp Fd:C. Transfers:69...	Trf fr City Infra Fd to Temp Bond Debt	850,000.00		(850,000.00)
General Jou...	03/31/2020	Temp Bond	805 City InfraStructure Imp Fd:C. Transfers:69...	Trf fr City Infra Fd to Temp Bond Debt	403,683.06		(1,253,683.06)
General Jou...	03/31/2020	Temp Bond	805 City InfraStructure Imp Fd:C. Transfers:69...	Trf fr City Infra Fd to Temp Bond Debt	399,006.84		(1,652,689.90)
Total 6955 · Trf to Tmp Bd fr City Infra					1,652,689.90	0.00	(1,652,689.90)
TOTAL					1,669,826.69	922,965.93	(746,860.76)

04/14/20

City of Afton
806 PFA Loans & 807 Tmp Imp Bond Debt Serv Fds - LTD Summary
January 2015 through March 2020

	Jan - Dec 15	Jan - Dec 16	Jan - Dec 17	Jan - Dec 18	Jan - Dec 19	Jan - Mar 20	TOTAL
806 PFA Loan Debt Serv							
4879 Sanitary Sewr Spec Assessments	0.00	0.00	102,054.25	295,940.95	157,862.04	12,035.59	567,892.83
4899 Levy PFA Loan Debt Serv	8,000.00	70,000.00	70,000.00	27,000.00	70,000.00	0.00	245,000.00
4925 PFA Loan Debt Serv Interest	0.00	0.00	0.00	19.31	5,818.38	1,013.17	6,850.86
7743 2017 Storm Wtr PFA Issue Exp	0.00	0.00	(8,000.00)	0.00	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)	(4,567.62)	(21,074.24)
7745 2017 L055 Sanitary Sewer PFA Int Exp	0.00	0.00	0.00	(11,738.68)	(11,970.77)	(5,897.96)	(29,607.41)
7746 2017 Sanitary Sewer PFA Issue Exp	0.00	0.00	(8,060.93)	0.00	(850.00)	0.00	(8,910.93)
7749 Dwtwn Imp - Special Assess Exp	0.00	0.00	(105,179.00)	(54,594.60)	(107,298.25)	(91,797.70)	(358,869.55)
7754 2017 L054 Storm Wtr PFA Principal	0.00	0.00	0.00	(24,815.00)	(52,000.00)	0.00	(76,815.00)
7755 2017 L055 Sanitary Sewer PFA Princpl	0.00	0.00	0.00	(28,959.00)	(59,000.00)	0.00	(87,959.00)
Total 806 PFA Loan Debt Serv	8,000.00	70,000.00	50,814.32	195,800.85	(6,893.09)	(89,214.52)	228,507.56
807 Downtwn Tmp Imp Debt Service							
4898 Levy Dwtwn Imp 2017A Tmp Imp Bd	0.00	28,000.00	28,000.00	73,000.00	37,000.00	0.00	166,000.00
4926 Tmp Imp Bd Debt Serv Interest	0.00	0.00	0.00	1.51	751.10	196.27	948.88
6854 Trf fr Genl re Tmp Bond Debt	0.00	0.00	0.00	15,000.00	0.00	0.00	15,000.00
6855 Trf fr City Infra to Tmp Bd	0.00	0.00	0.00	0.00	0.00	1,652,689.90	1,652,689.90
6856 Trf fr Spec Reserve to Tmp Bd	0.00	0.00	0.00	0.00	0.00	300,000.00	300,000.00
7724 2017A Dwtwn Imp Bd Admin Exp	0.00	0.00	0.00	(2,332.00)	(2,906.00)	(2,448.00)	(7,686.00)
7737 Int Exp 2015A Dwtwn Tmp Imp Bd	(19,948.45)	(28,162.50)	(7,040.61)	0.00	0.00	0.00	(55,151.56)
7739 Int Exp 2017A Dwtwn Tmp Imp Bd	0.00	0.00	(16,027.00)	(30,690.00)	(30,690.00)	(15,345.00)	(92,752.00)
7750 Principal 2017A Dwtwn Tmp Imp Bd	0.00	0.00	0.00	0.00	0.00	(1,980,000.00)	(1,980,000.00)
Total 807 Downtwn Tmp Imp Debt Service	(19,948.45)	(162.50)	4,932.39	54,979.51	4,155.10	(44,906.83)	(950.78)
TOTAL	(11,948.45)	69,837.50	55,746.71	250,780.36	(2,737.99)	(134,121.35)	227,556.78

City of Afton
#725 2014A & #726 2017B Road Bond Debt Fds - 5 Year Summary
January 2015 through March 2020

	<u>Jan - Dec 15</u>	<u>Jan - Dec 16</u>	<u>Jan - Dec 17</u>	<u>Jan - Dec 18</u>	<u>Jan - Dec 19</u>	<u>Jan - Mar 20</u>	<u>TOTAL</u>
725 2014A Road Debt Serv Fd							
4715 2014A Road Bond Proceeds	2,950,000.00	0.00	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	0.00	1,275,000.00
4916 Interest Inc - Road Debt Serv	98.88	512.99	2,488.98	7,168.93	3,094.64	426.62	13,791.04
7715 2014A Road Bond Principal	0.00	(140,000.00)	(165,000.00)	(180,000.00)	(195,000.00)	(210,000.00)	(890,000.00)
7725 Interest Expense - 2005A Road Bonds	(10,852.71)	0.00	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	0.00
7735 2014A Refund Bds Int Exp	(62,625.83)	(99,000.00)	(94,425.00)	(89,250.00)	(83,625.00)	(40,350.00)	(469,275.83)
7736 2014A Refund Bd Admin Exp	234,040.24	(1,900.00)	0.00	(1,882.00)	(4,316.00)	(500.00)	225,442.24
Total 725 2014A Road Debt Serv Fd	3,420,660.58	19,612.99	3,063.98	(93,963.07)	(4,846.36)	(250,423.38)	3,094,104.74
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	0.00	870,000.00
4923 2017B Road Debt Interest	0.00	0.00	0.00	58.09	2,346.95	291.43	2,696.47
7716 2017B Road Bond Principal	0.00	0.00	0.00	0.00	(320,000.00)	(325,000.00)	(645,000.00)
7742 2017B Int Exp \$3.5MM Road Bond	0.00	0.00	0.00	(88,734.94)	(70,575.00)	(33,687.50)	(192,997.44)
7747 2017B \$3.5MM Road Bd Admin Exp	0.00	0.00	0.00	(1,936.00)	(1,218.00)	0.00	(3,154.00)
Total 726 2017B Road Debt Serv Fd	0.00	0.00	0.00	389,387.15	553.95	(358,396.07)	31,545.03
TOTAL	3,420,660.58	19,612.99	3,063.98	295,424.08	(4,292.41)	(608,819.45)	3,125,649.77

04/14/20

City of Afton
#810 City Dock Fund - Detail by Account
January through March 2020

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
4909 · Dock 4M Fd - Interest Earnings							
Gen...	01/31/2020	Interest		Interest Income		63.26	63.26
Gen...	02/29/2020	Interest		Interest Income		52.83	116.09
Gen...	03/01/2020	Interest		Interest Income		0.20	116.29
Gen...	03/31/2020	Interest		Interest Income		37.04	153.33
Total 4909 · Dock 4M Fd - Interest Earnings					0.00	153.33	153.33
TOTAL					0.00	153.33	153.33

City of Afton
General Fd Streets, Rehab & Public Works - Detail by Account
January through March 2020

04/14/20

Type	Date	Num	Source Name	Memo	Amount
5830 · Snow & Ice Control					
Gene...	01/01/2020	SnowIce	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B...	Reverse 2019 Accrual: Snow Ice: 157.59 tons of Sand & Salt for Dec 2019	8,582.35
Bill	01/31/2020	747	Tri-County Services (Snow Ice)	Snow & Ice Control 1/2/20 thru 1/29/20 199.25 hrs @ \$95	(18,928.75)
Gene...	01/31/2020	PrepaidSalt		Prepaid Salt: 96% of Total \$12,385. Only 4 out of 100 Tons used thru 12/31/19	(11,889.60)
Bill	02/29/2020	753	Tri-County Services (Snow Ice)	Snow & Ice Control 2/6/20 thru 2/19/20 143.0 hrs @ \$95	(13,585.00)
Bill	02/29/2020	171160	Wash Cty (Rd & Bridge)(Trans & Phys Dev)	sand and salt Dec 2019	(5,250.18)
Bill	03/31/2020	171523	Wash Cty (Rd & Bridge)(Trans & Phys Dev)	sand and salt Jan 2020	(11,631.51)
Total 5830 · Snow & Ice Control					(52,702.69)
5835 · Surf Maint/Bit Patch/Sweeping					
Bill	03/31/2020	760	Tri-County Services (Streets, Other)	road grader. grade roads	(237.50)
Bill	03/31/2020	761	Tri-County Services (Streets, Other)	street sweeper and dump truck 4/6/20	(1,360.00)
Bill	03/31/2020	759	Tri-County Services (Streets, Other)	tar trailer and labor: 3 days, 12 tons of asphalt mix	(4,617.50)
Total 5835 · Surf Maint/Bit Patch/Sweeping					(6,215.00)
5845 · Brush/Tree/Sod/Seed					
Bill	02/29/2020	754	Tri-County Services (Streets, Other)	Vac with steamer cleaning culvert river road	(375.00)
Total 5845 · Brush/Tree/Sod/Seed					(375.00)
5850 · Street Lighting					
Bill	01/31/2020	013120	Xcel Energy {EFT} (51-6223 9212)	Street Lighting Service	(50.28)
Bill	01/31/2020	013120	Xcel Energy {EFT} (51-11957 7713)	Acct No. 51-0011957771-3 : 3293 SAINT CROIX TRL S. Meter 7626901 Premises 304699626 Street Li...	(68.53)
Bill	02/29/2020	022920	Xcel Energy {EFT} (51-6223 9212)	Street Lighting Service	(59.29)
Bill	02/29/2020	022920	Xcel Energy {EFT} (51-11957 7713)	Acct No. 51-0011957771-3 : 3293 SAINT CROIX TRL S. Meter 7626901 Premises 304699626 Street Li...	(133.78)
Gene...	03/01/2020	Utility Adj		Adjust Utility Auto Pays: Xcel, 202002023	50.28
Bill	03/31/2020	033120	Xcel Energy {EFT} (51-6223 9212)	Street Lighting Service	(59.53)
Total 5850 · Street Lighting					(321.13)
5860 · Signs & Signals					
Bill	02/29/2020	41432	Advantage Signs & Graphics, Inc.	signage	(101.55)
Bill	02/29/2020	41322	Advantage Signs & Graphics, Inc.	signage	(520.91)
Total 5860 · Signs & Signals					(622.46)
5870 · Other Road Maintenance					
Bill	01/30/2020	0000165	Gopher State One Call	2020 Annual Facility Operator Fee	(50.00)
Bill	01/31/2020	0010164	Gopher State One Call	CAfton01 FTP Tickets	(4.05)
Bill	02/29/2020	20164	Gopher State One Call	CAfton01 FTP Tickets	(4.05)
Total 5870 · Other Road Maintenance					(58.10)
5920 · Repair & Maint Equipment					
Bill	01/30/2020	p49793	Frontier Ag & Turf (Hastings)	Parts	(86.77)
Bill	02/29/2020	w77033	Frontier Ag & Turf (New Richmond)	Snowblower 54 in	(288.72)
Total 5920 · Repair & Maint Equipment					(375.49)
TOTAL					(60,669.87)

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City of Afton
Customer Receipts and Other Deposits - Sorted by Account
March 2020

Table with columns: Type, Date, Num, Name, Memo, Class, Debit, Credit. It lists various financial transactions including deposits, payments, and surcharges for different accounts like 100-4M, 2001, 2120, 4023, and 4300.

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City of Afton
Customer Receipts and Other Deposits - Sorted by Account
March 2020

Type	Date	Num	Name	Memo	Class	Debit	Credit
4400 · Afton Bldg Inspection Fees							
Sales Rece...	03/31/2020	B20-36	100 Gen'l Fd:A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Owenbey, Bruce 15172 Aft Hills		109.00
Sales Rece...	03/31/2020	B20-35	100 Gen'l Fd:A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Biagini, Sue 15904 Aft Blvd S		660.00
Sales Rece...	03/31/2020	B20-33	100 Gen'l Fd:A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Storey, Benjamin 470 Indian Tr		109.00
Sales Rece...	03/31/2020	B20-27	100 Gen'l Fd:A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Miller, Dan 15141 Afton Hills Dr		109.00
Sales Rece...	03/31/2020	B20-24	100 Gen'l Fd:A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Johnson, Justin 5211 Trading Ps		675.50
Sales Rece...	03/31/2020	B20-23	100 Gen'l Fd:A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Amaral, Jim 5380 O'Dell Av		109.00
Sales Rece...	03/31/2020	B20-22	100 Gen'l Fd:A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Johnson, Justin 5211 Trading Ps		9,405.00
Sales Rece...	03/31/2020	B20-21	100 Gen'l Fd:A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Redinger, David 4374 Partridge		825.00
Sales Rece...	03/31/2020	B20-20	100 Gen'l Fd:A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Staples, Lisa 14122 30th St S		109.00
Sales Rece...	03/31/2020	B20-37	100 Gen'l Fd:A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Eberspacher, Jeff 458 Neal Av S		109.00
Sales Rece...	03/31/2020	B20-32	100 Gen'l Fd:A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:BJ Transport 12720 Hudson Rd S		330.00
Sales Rece...	03/31/2020	B20-30	100 Gen'l Fd:A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Nelson, Kimberlee 16200 45th St		109.00
Sales Rece...	03/31/2020	B20-31	100 Gen'l Fd:A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Nelson, Kimberlee 16200 45th St		109.00
Sales Rece...	03/31/2020	B20-26	100 Gen'l Fd:A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Scofield, Kirk 15370 Afton Blvd		109.00
Sales Rece...	03/31/2020	B20-29	100 Gen'l Fd:A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Eggers, Perry 13379 50th		109.00
Sales Rece...	03/31/2020	B20-28	100 Gen'l Fd:A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:BJ Transport 12720 Hudson Rd S		660.00
Sales Rece...	03/31/2020	B20-34	100 Gen'l Fd:A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Woodfill, Jan 4242 River Rd S		109.00
Total 4400 · Afton Bldg Inspection Fees						0.00	13,755.50
4401 · Bldg & Eng'g Inspection Fee							
Deposit	03/31/2020	17342	100 Gen'l Fd:A. Rev:A05 Lic, Fees & Permits:4401 Bldg & En...	Jan Woodfill B20-34: Add'l \$1.00 paid.			1.00
Total 4401 · Bldg & Eng'g Inspection Fee						0.00	1.00
4405 · Pet License & Impound Fees							
Deposit	03/31/2020	5036	100 Gen'l Fd:A. Rev:A05 Lic, Fees & Permits:4405 Pet License...	Greg and Nora Springer			10.00
Deposit	03/31/2020	9184	100 Gen'l Fd:A. Rev:A05 Lic, Fees & Permits:4405 Pet License...	Cynthia Bye			20.00
Total 4405 · Pet License & Impound Fees						0.00	30.00
4435 · Street Opening & Utility Permits							
Deposit	03/31/2020	1101020130	100 Gen'l Fd:A. Rev:A05 Lic, Fees & Permits:4435 Street Ope...	Xcel: 14201 Hudson Rd new Pole to serve solar garden			250.00
Total 4435 · Street Opening & Utility Permits						0.00	250.00
4814 · Cable Comm Dist - Regular							
Deposit	03/31/2020	2053	100 Gen'l Fd:A. Rev:A09 Other Grants:4814 Cable Comm Dist ...	Cable Commission: 2020 Equal Distribution			1,200.00
Total 4814 · Cable Comm Dist - Regular						0.00	1,200.00
4815 · Cable Comm Dist - Year End							
Deposit	03/31/2020	2048	560 Spec Act Fd - Other:B. Community Communications:4815 ...	Cable Commission: 2019 Year End Distribution			11,446.60
Total 4815 · Cable Comm Dist - Year End						0.00	11,446.60
4853 · County Share Dwtwn/Septic Proj							
Deposit	03/17/2020	5926283	805 City InfraStructure Imp Fd:A. Rev:4853 County Share Dw...	Wash Cty: Share of Downtown Projects			399,006.84
Total 4853 · County Share Dwtwn/Septic Proj						0.00	399,006.84
7800 · Flood, Storm Wtr & Snow Ice							
7836 · Flood & Storm Wtr Exp - Gen'l							
Deposit	03/31/2020	5968749	550 Special Activities Fd - General:D. Flood, Storm Wtr & Sno...	EMGP-20200409-2388: 2019 Flood Reimb (\$15,625.40 Federal, \$5,2...			20,833.87
Total 7836 · Flood & Storm Wtr Exp - Gen'l						0.00	20,833.87
Total 7800 · Flood, Storm Wtr & Snow Ice						0.00	20,833.87
TOTAL						502,473.66	502,473.66

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04/14/20

City of Afton
Building Inspection Fees by Account - Detail Afton
 January through March 2020

Date	Num	Valuation/Memo	Class	Class	Amount
Jan 20					
01/01/2020	BldgFees				(14,160.50)
01/13/2020	B19-237	\$65,000	bldg	Afton Bldg Insp Fees:Lueth, Brian & Betsy 3212 Neal	1,485.00
01/13/2020	B19-232	\$119,600	bldg	Afton Bldg Insp Fees:Afton Marina & Yacht Club	1,980.00
01/13/2020	B19-233	\$615,000	bldg SFD	Afton Bldg Insp Fees:Marthaler, Jason 13182 50th St	10,147.50
01/13/2020	B19-236	\$10,144	bldg	Afton Bldg Insp Fees:King, Mike 12845 4th St S	109.00
01/13/2020	B19-235	\$19,000	bldg	Afton Bldg Insp Fees:Stenger, Eddie 15326 11th St S	330.00
01/13/2020	B19-234	\$6,000	plumb	Afton Bldg Insp Fees:Stenger, Eddie 15326 11th St S	109.00
01/13/2020	B20-01	\$3,431	mech	Afton Bldg Insp Fees:Lang Builders 1028 Indian Trl P	109.00
01/13/2020	B20-02	\$1,110,000	bldg SFD	Afton Bldg Insp Fees:Turcotte Lmt Part 12720 Hudson	18,315.00
01/13/2020	B20-03	uncertain	bldg	Afton Bldg Insp Fees:Scofield, Kirk 15370 Afton Blvd	297.00
					18,721.00
Jan 20					
Feb 20					
02/04/2020	B20-07	\$270,000	bldg remodel, new sunroom	Afton Bldg Insp Fees:Wiechmann, Chris & Amy 2673 Mea	4,455.00
02/04/2020	B20-04	\$22,000	plumb	Afton Bldg Insp Fees:Olsen, Tim & Shelby 14649 32nd	330.00
02/04/2020	B20-09	\$1,700	plumb	Afton Bldg Insp Fees:Coffin, Sandy 14501 41st St S	54.00
02/04/2020	B20-10	\$4,719	mech	Afton Bldg Insp Fees:Henle, John & Belinda 927 Manni	109.00
02/04/2020	B20-11	\$19,721	mech	Afton Bldg Insp Fees:Bolton-Iverson, Kathy 3602 St C	330.00
02/04/2020	B20-08	\$48,500	mech	Afton Bldg Insp Fees:BJ Transport 12720 Hudson Rd S	792.00
02/04/2020	B20-06	\$3,475	mech	Afton Bldg Insp Fees:Kretman, Wade 13853 50th St S	109.00
02/04/2020	B20-05	\$9,300	mech	Afton Bldg Insp Fees:Lang Builders 1028 Indian Trl P	109.00
02/25/2020	B20-15	\$360,000	bldg horse barn, storage	Afton Bldg Insp Fees:Nelson, Kimberlee 16200 45th St	5,940.00
02/25/2020	B20-16	\$16,316	bldg	Afton Bldg Insp Fees:Schwarz, Meredith 1296 Indian T	264.00
02/25/2020	B20-17	\$33,800	mech	Afton Bldg Insp Fees:BJ Transport 12720 Hudson Rd S	561.00
02/25/2020	B20-14	\$12,000	mech	Afton Bldg Insp Fees:Lueth, Brian & Betsy 3212 Neal	109.00
02/25/2020	B20-19	\$4,458	mech	Afton Bldg Insp Fees:Armstrong, Craig 3085 St Crx Tr	109.00
02/25/2020	B20-12	\$9,789	mech	Afton Bldg Insp Fees:Gordon James Const 14649 32nd S	109.00
02/25/2020	B20-13	\$3,575	mech	Afton Bldg Insp Fees:Gordon James Const 14649 32nd S	109.00
02/25/2020	B20-18	\$8,000	plumb	Afton Bldg Insp Fees:Bolton-Iverson, Kathy 3602 St C	109.00
					13,598.00
Feb 20					
Mar 20					
03/31/2020	B20-36	\$10,933	bldg	Afton Bldg Insp Fees:Owenbey, Bruce 15172 Aft Hills	109.00
03/31/2020	B20-35	\$40,000	bldg	Afton Bldg Insp Fees:Biagini, Sue 15904 Aft Blvd S	660.00
03/31/2020	B20-33	\$18,908	bldg	Afton Bldg Insp Fees:Storey, Benjamin 470 Indian Tr	109.00
03/31/2020	B20-27	\$9,055	bldg	Afton Bldg Insp Fees:Miler, Dan 15141 Afton Hills Dr	109.00
03/31/2020	B20-24	\$41,000	bldg	Afton Bldg Insp Fees:Johnson, Justin 5211 Trading Ps	676.50
03/31/2020	B20-23	\$12,364	bldg	Afton Bldg Insp Fees:Amaral, Jim 5380 O'Dell Av	109.00
03/31/2020	B20-22	\$570,000	bldg SFD	Afton Bldg Insp Fees:Johnson, Justin 5211 Trading Ps	9,405.00
03/31/2020	B20-21	\$50,000	bldg	Afton Bldg Insp Fees:Redinger, David 4374 Partridge	825.00
03/31/2020	B20-20	\$2,490	bldg	Afton Bldg Insp Fees:Staples, Lisa 14122 30th St S	109.00
03/31/2020	B20-37	\$6,000	plumb	Afton Bldg Insp Fees:Eberspacher, Jeff 458 Neal Av S	109.00
03/31/2020	B20-32	\$20,000	plumb	Afton Bldg Insp Fees:BJ Transport 12720 Hudson Rd S	330.00
03/31/2020	B20-30	\$5,000	plumb	Afton Bldg Insp Fees:Nelson, Kimberlee 16200 45th St	109.00
03/31/2020	B20-31	\$8,000	mech	Afton Bldg Insp Fees:Nelson, Kimberlee 16200 45th St	109.00

04/14/20

City of Afton
Building Inspection Fees by Account - Detail Afton
January through March 2020

<u>Date</u>	<u>Num</u>	<u>Valuation/Memo</u>	<u>Class</u>	<u>Class</u>	<u>Amount</u>
03/31/2020	B20-26	\$6,000	plumb	Afton Bldg Insp Fees:Scofield, Kirk 15370 Afton Blvd	109.00
03/31/2020	B20-29	\$1,500	mech	Afton Bldg Insp Fees:Eggers, Perry 13379 50th	109.00
03/31/2020	B20-28	\$41,255	mech	Afton Bldg Insp Fees:BJ Transport 12720 Hudson Rd S	660.00
03/31/2020	B20-34	\$5,000	mech	Afton Bldg Insp Fees:Woodfill, Jan 4242 River Rd S	109.00
Mar 20					13,755.50
TOTAL					46,074.50

City of Afton
Claims to be Approved
March 18, 2020 thru April 21, 2020

<u>Checks Numbered</u>			
From	To	Description	To Be Approved
23764	23776	Routine Vendor Bills (Check No 23766 is Void)	\$5,283.15
23777		Capra's Utilities: River Road Sanitary Sewer - Pay Voucher #1	\$53,076.38
23778	23788	More Routine Vendor Bills	\$3,968.77
23789	23790	Felhaber Larson: Special Assessments & Afton St Croix Condemnation	\$66,469.80
23791	23808	Significant Vendor Bills by Size or Nature	\$78,145.01
202004001	202004010	EFT/Direct Deposit: 3/31/20 Videographer + Staff Payroll + Exp Reimb + PERA & Payroll Taxes	\$10,902.41
202004011	202004024	EFT: Phone, Postage, Copier Lease, Utility Bills	\$1,914.26
202004025	202004038	EFT/Dir Dep: 4/15/20 Staff & Council Pay/Exp + Employee Exp Reimb + PERA & Payroll Taxes	\$12,247.57
202004039	202004040	EFT: US Bank City Credit Card + 1st Qtr Building Surcharges	\$4,344.83
202004041		Wire Transfer (initiated by 4M Fund Personnell): 4/1/20 Payoff of 2017A Downtown Temporary Improvement Bond. Principal \$1,980,000 and Interest \$15,345.	\$1,995,345.00
Claims to be approved at 4/21/20 meeting			<u>\$2,231,697.18</u>



Submitted by Thomas H. Niedzwieski, Accountant
 File: Afton 2020 Claim Summary.xlsm Worksheet: Mar20 4/14/2020

City of Afton
Claims to be Approved
March 18 through April 21, 2020

Type	Date	Num	Name	Memo	Account	Original Amount
Liability Che...	03/31/2020	23764	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
Bill Pmt -Ch...	03/24/2020	23765	MH Plumbing Inc	Refund Plumb Permit B20-14 Brian & Betsy Lueth	100 - 4M 101/USB 2934 - General Fund	(110.00)
Bill	03/24/2020	Refund B20-14	100 Gen'l Fd:A. Rev:A05 Lic, Fees & Permits:4401 Bldg & Eng'g Inspection Fee	Refund Plumb Permit B20-14 Brian & Betsy Lueth	4401 - Bldg & Eng'g Inspection Fee	110.00
TOTAL						110.00
Bill Pmt -Ch...	03/24/2020	23766	Baglio Bill (1099 Vendor)	VOID: 1099 Vendor	100 - 4M 101/USB 2934 - General Fund	0.00
TOTAL						0.00
Bill Pmt -Ch...	03/24/2020	23767	Finance and Commerce	Acct # 10052373	100 - 4M 101/USB 2934 - General Fund	(185.65)
Bill	03/24/2020	744657555	120 Street Imp Capital Fd:B. Exp:7946 2020 Street Projects	2020 Pavement Improvement Project: Ad for Bids	7946 - 2020 Street Projects	185.65
TOTAL						185.65
Bill Pmt -Ch...	03/24/2020	23768	Get Connected Tech		100 - 4M 101/USB 2934 - General Fund	(195.00)
Bill	03/24/2020	151097	410 Sanitary Sewer Utility:B. Exp:6060 Sanitary Sewer Oper - Exp:6062 Oth Contra...	Quarterly Monitoring of Afton Sewage Site, 1st Qtr 2020: 3 months @ \$65	6062 - Other Contract Services	195.00
TOTAL						195.00
Bill Pmt -Ch...	03/24/2020	23769	Menards - Hudson		100 - 4M 101/USB 2934 - General Fund	(39.30)
Bill	03/24/2020	19322	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6050 Supplies	supplies	6050 - Supplies - Bldg & Land	26.86
Bill	03/24/2020	19022	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6040 Repairs & Maintenance	supplies	6040 - City Property Maintenance	12.44
TOTAL						39.30
Bill Pmt -Ch...	03/24/2020	23770	Middle St. Croix Watershed Mgmt Org		100 - 4M 101/USB 2934 - General Fund	(637.72)
Bill	03/24/2020	2020 Full Year	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5380 Middle St. Croix Valley WMO	Full Year 2020 WMO contribution	5380 - Middle St. Croix Valley WMO	637.72
TOTAL						637.72
Bill Pmt -Ch...	03/24/2020	23771	Petersen Mgmt (Oper & Mgmt Fees)	Cust No. 3477	100 - 4M 101/USB 2934 - General Fund	(1,508.33)
Bill	03/24/2020	105939	410 Sanitary Sewer Utility:B. Exp:6060 Sanitary Sewer Oper - Exp:6065 Oper & M...	Operations and management fees Mar2020	6065 - Oper & Mgmt Fees	1,508.33
TOTAL						1,508.33
Bill Pmt -Ch...	03/24/2020	23772	Twin Cities Pioneer Press	Acct # 415245	100 - 4M 101/USB 2934 - General Fund	(173.04)
Bill	03/24/2020	0220415245	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5555 Publishing & Printing	Legals:	5555 - Publishing & Printing	173.04
TOTAL						173.04
Bill Pmt -Ch...	03/24/2020	23773	Quadient	Cust No. 60821903-3940619 Postage #8026288	100 - 4M 101/USB 2934 - General Fund	(83.40)
Bill	03/24/2020	57430616	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5550 Postage	NeoFunds Postage: Cust No. 60821903-3940619 Account #8026288	5550 - Postage	83.40

04/14/20

City of Afton
Claims to be Approved
March 18 through April 21, 2020

Type	Date	Num	Name	Memo	Account	Original Amount
TOTAL						83.40
Bill Pmt -Ch...	03/24/2020	23774	StarTech Computing, Inc		100 - 4M 101/USB 2934 - General Fund	(250.00)
Bill	03/24/2020	4160	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
TOTAL						250.00
Bill Pmt -Ch...	03/24/2020	23775	Wash Cty (Prop Records & Taxpayer Serv)	PROP ID 22.028.20.11.0004	100 - 4M 101/USB 2934 - General Fund	(1,068.73)
Bill	03/24/2020	50257380	410 Sanitary Sewer Utility:B. Exp:6083 Sanitary Sewer Spec Assessments	Pay 2020 Special Assessments Afton Historical Society	6083 - Sanitary Sewer Spec Assessments	1,068.73
TOTAL						1,068.73
Bill Pmt -Ch...	03/24/2020	23776	Wash Cty (Prop Records & Taxpayer Serv)	PROP ID 22.028.20.11.0017	100 - 4M 101/USB 2934 - General Fund	(840.20)
Bill	03/24/2020	50257378	410 Sanitary Sewer Utility:B. Exp:6083 Sanitary Sewer Spec Assessments	Pay 2020 Special Assessments City Hall	6083 - Sanitary Sewer Spec Assessments	840.20
TOTAL						840.20
Bill Pmt -Ch...	03/24/2020	23777	Capra's Utilities		100 - 4M 101/USB 2934 - General Fund	(53,076.38)
Bill	03/24/2020	Pay Voucher #1	120 Street Imp Capital Fd:B. Exp:7984 River Road Sanitary Options	River Road Sanitary Sewer Services: Pay Voucher #1	7984 - River Road Sanitary Options	53,076.38
TOTAL						53,076.38
Bill Pmt -Ch...	04/15/2020	23778	Bayport Printing House, Inc.	Acct# CIAF01	100 - 4M 101/USB 2934 - General Fund	(178.00)
Bill	03/31/2020	1258-20	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5540 Office Supplies	Forms 3/24/20	5540 - Office Supplies	178.00
TOTAL						178.00
Bill Pmt -Ch...	04/15/2020	23779	CNA Surety (Valley Agencies)	Company # 0601, Policy # 69721463	100 - 4M 101/USB 2934 - General Fund	(225.00)
Bill	03/31/2020	060120 060121	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5304 Accounting Fees	CNA Surety Bond thru Valley Agencies \$50,000: Thomas H. Niedzwiecki P...	5304 - Accounting Fees	225.00
TOTAL						225.00
Bill Pmt -Ch...	04/15/2020	23780	Croix Crystal Water Treatment	cooler lease and water	100 - 4M 101/USB 2934 - General Fund	(20.25)
Bill	03/31/2020	63960	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6030 Misc Expense	rent on hot & cold cooler, bottled water	6030 - Misc Exp - Bldg & Land	20.25
TOTAL						20.25
Bill Pmt -Ch...	04/15/2020	23781	Culligan of Stillwater	Account # 306-01656131-9	100 - 4M 101/USB 2934 - General Fund	(69.80)
Bill	03/31/2020	306x01623105	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...	04/15/2020	23782	Metro Sales Inc.	Acct No 016181, Contract Number 28746-01	100 - 4M 101/USB 2934 - General Fund	(12.63)
Bill	03/31/2020	inv1564372	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5510 Computer Serv/Software	CONTRACT Ricoh/MPC4503 Color Copier Serial No. E175MC60291	5510 - Computer Service/Software	12.63
TOTAL						12.63
Bill Pmt -Ch...	04/15/2020	23783	Meyer Sewer Service, Inc	Acct No. W0291	100 - 4M 101/USB 2934 - General Fund	(325.00)

City of Afton
Claims to be Approved
 March 18 through April 21, 2020

Type	Date	Num	Name	Memo	Account	Original Amount
Bill	03/31/2020	66573	410 Sanitary Sewer Utility:B. Exp:6060 Sanitary Sewer Oper - Exp:6062 Oth Contra...	Pumped four man holes at River Road 6/6/19	6062 - Other Contract Services	325.00
TOTAL						325.00
Bill Pmt -Ch...	04/15/2020	23784	Petersen Mgmt (Lab Fees)	Cust No. 3477	100 - 4M 101/USB 2934 - General Fund	(1,816.71)
Bill	03/31/2020	106134	410 Sanitary Sewer Utility:B. Exp:6060 Sanitary Sewer Oper - Exp:6066 Chemicals ...	Lab fees, Chemicals	6066 - Chemicals & Lab Fees	1,816.71
TOTAL						1,816.71
Bill Pmt -Ch...	04/15/2020	23785	River Valley Printing	Cust No. 1483	100 - 4M 101/USB 2934 - General Fund	(310.00)
Bill	03/31/2020	6836	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
Bill Pmt -Ch...	04/15/2020	23786	StarTech Computing, Inc		100 - 4M 101/USB 2934 - General Fund	(412.40)
Bill	03/31/2020	4509	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
Bill	03/31/2020	4469	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
TOTAL						412.40
Bill Pmt -Ch...	04/15/2020	23787	Twin Cities Pioneer Press	Acct # 415245	100 - 4M 101/USB 2934 - General Fund	(148.98)
Bill	03/31/2020	0320415245	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5555 Publishing & Printing	Legals:	5555 - Publishing & Printing	148.98
TOTAL						148.98
Bill Pmt -Ch...	04/15/2020	23788	US Bank (2017A Tmp Imp Bd)	Acct No. 0045210NS	100 - 4M 101/USB 2934 - General Fund	(450.00)
Bill	03/31/2020	5684774	807 Downtwn Tmp Imp Debt Service:7724 2017A Dwtwn Imp Bd Admin Exp	Afton MN GO Temporary Imp Bonds 2017A ;Admin Fee 3/1/20 to 2/28/21	7724 - 2017A Dwtwn Imp Bd Admin Exp	450.00
TOTAL						450.00
Bill Pmt -Ch...	04/21/2020	23789	Felhaber Larson	File No. 0299687	100 - 4M 101/USB 2934 - General Fund	(1,120.00)
Bill	03/31/2020	658146	806 PFA Loan Debt Serv:7749 Dwtwn Imp - Special Assess Exp	Village Wastewater Treatment Facility - Special Assessments	7749 - Dwtwn Imp - Special Assess Exp	1,120.00
TOTAL						1,120.00
Bill Pmt -Ch...	04/21/2020	23790	Felhaber Larson	File No. 0299687	100 - 4M 101/USB 2934 - General Fund	(65,349.80)
Bill	03/31/2020	658099	806 PFA Loan Debt Serv:7749 Dwtwn Imp - Special Assess Exp	Afton St Croix Condemnation Appeal	7749 - Dwtwn Imp - Special Assess Exp	65,349.80
TOTAL						65,349.80
Bill Pmt -Ch...	04/21/2020	23791	Wash Cty (Rd & Bridge)(Trans & Phys Dev)	Account No. 20490	100 - 4M 101/USB 2934 - General Fund	(11,631.51)
Bill	03/31/2020	171523	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5830 Snow & Ice C...	sand and salt Jan 2020	5830 - Snow & Ice Control	11,631.51
TOTAL						11,631.51
Bill Pmt -Ch...	04/21/2020	23792	WSB (City Engineer)	R-015364-000 City Engineer	100 - 4M 101/USB 2934 - General Fund	(17,658.50)
Bill	03/31/2020	2	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 806 PFA Loan Debt Serv:7749 Dwtwn Imp - Special Assess Exp 807 Downtwn Tmp Imp Debt Service:7724 2017A Dwtwn Imp Bd Admin Exp	City engineer River Road Sanitary Project Downtown Project Downtown Condemnation PFA/DNR Funding	5310 - Engineering Fees 7984 - River Road Sanitary Options 8899 - Village Improvements 7749 - Dwtwn Imp - Special Assess Exp 7724 - 2017A Dwtwn Imp Bd Admin Exp	966.00 6,478.00 1,882.00 7,906.50 198.00

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Type	Date	Num	Name	Memo	Account	Original Amount
			100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5310 Engineering Fees	Abramson Escrow	5310 · Engineering Fees	228.00
TOTAL						17,658.50
Bill Pmt -Ch...	04/21/2020	23793	Afton Parade Committee		100 · 4M 101/USB 2934 - General Fund	(1,750.00)
Bill	03/31/2020	2020_02	100 Gen'l Fd:B. Exp:B05 Parks & Recreation:6105 4th of July Celebration	Afton Parade Committee: 2nd Half 2020	6105 · 4th of July Celebration	1,750.00
TOTAL						1,750.00
Bill Pmt -Ch...	04/21/2020	23794	CarlsonSV (Financial Audit)	Client ID M03987	100 · 4M 101/USB 2934 - General Fund	(10,000.00)
Bill	03/31/2020	271311	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5305 Auditing Fees	2019 City Audit (Progress payment)	5305 · Auditing Fees	10,000.00
TOTAL						10,000.00
Bill Pmt -Ch...	04/21/2020	23795	Holstad & Knaak, PLC	Legal Services	100 · 4M 101/USB 2934 - General Fund	(4,500.00)
Bill	03/31/2020	March 2020	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	1,657.52 2,842.68
TOTAL						4,500.00
Bill Pmt -Ch...	04/21/2020	23796	Niedzwiecki, Thomas H.	Accounting Services	100 · 4M 101/USB 2934 - General Fund	(1,800.00)
Bill	03/30/2020	CashFlowMar20	807 Downtwn Tmp Imp Debt Service:7724 2017A Dwtwn Imp Bd Admin Exp	Cash Flow re. 2017A Tmp Imp Bonds. Includes evaluation of PFA Loan Fu...	7724 · 2017A Dwtwn Imp Bd Admin Exp	1,800.00
TOTAL						1,800.00
Bill Pmt -Ch...	04/21/2020	23797	Niedzwiecki, Thomas H.	Accounting Services	100 · 4M 101/USB 2934 - General Fund	(750.00)
Bill	03/30/2020	Audit2019	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5305 Auditing Fees	Assistance re. 2019 Audit	5305 · Auditing Fees	750.00
TOTAL						750.00
Bill Pmt -Ch...	04/21/2020	23798	Niedzwiecki, Thomas H.	Accounting Services	100 · 4M 101/USB 2934 - General Fund	(2,480.00)
Bill	03/31/2020	033120	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5304 Accounting Fees 100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5540 Office Supplies 100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5540 Office Supplies	Monthly charge for Accounting Services per Contract Effective 6/1/19 Monthly charge for QB Pro software including Payroll Service & Forms Mailing envelopes, copies of invoices, misc postage	5304 · Accounting Fees 5540 · Office Supplies 5540 · Office Supplies	2,400.00 40.00 40.00
TOTAL						2,480.00
Bill Pmt -Ch...	04/21/2020	23799	Stensland Inspection Services	Building Inspection Services	100 · 4M 101/USB 2934 - General Fund	(1,617.00)
Bill	03/31/2020	March 2020	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	1,617.00
TOTAL						1,617.00
Bill Pmt -Ch...	04/21/2020	23800	Tri-County Services (Streets, Other)		100 · 4M 101/USB 2934 - General Fund	(380.00)
Bill	03/31/2020	758	550 Special Activities Fd - General:D. Flood, Storm Wtr & Snow Ice:7836 Flood & ...	Dig out & put up flood gate	7836 · Flood & Storm Wtr Exp - Gen'l	380.00
TOTAL						380.00
Bill Pmt -Ch...	04/21/2020	23801	Tri-County Services (Streets, Other)		100 · 4M 101/USB 2934 - General Fund	(237.50)
Bill	03/31/2020	760	100 Gen'l Fd:B. Exp:B03 Strts, Reliab & Pub Wks:B3.1 Streets:5835 Surf Maint/Bit...	road grader. grade roads	5835 · Surf Maint/Bit Patch/Sweeping	237.50

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Bill Pmt -Ch...	04/21/2020	23802	Tri-County Services (Streets, Other)		100 - 4M 101/USB 2934 - General Fund	(1,360.00)
Bill	03/31/2020	761	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5835 Surf Maint/Bit...	street sweeper and dump truck 4/6/20	5835 - Surf Maint/Bit Patch/Sweeping	1,360.00
TOTAL						1,360.00
Bill Pmt -Ch...	04/21/2020	23803	Tri-County Services (Streets, Other)		100 - 4M 101/USB 2934 - General Fund	(4,617.50)
Bill	03/31/2020	759	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5835 Surf Maint/Bit...	tar trailer and labor: 3 days, 12 tons of asphalt mix	5835 - Surf Maint/Bit Patch/Sweeping	4,617.50
TOTAL						4,617.50
Bill Pmt -Ch...	04/21/2020	23804	WSB (Applicants)	Customer No. 01856	100 - 4M 101/USB 2934 - General Fund	(247.50)
Bill	03/31/2020	28	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5310 Engineering Fees	Afton Creek Preserve Construction Project Management	5310 - Engineering Fees	247.50
TOTAL						247.50
Bill Pmt -Ch...	04/21/2020	23805	WSB (Bridge Insp/Imp)	Project # R014854 & R014673	100 - 4M 101/USB 2934 - General Fund	(2,555.50)
Bill	03/31/2020	6	122 Bridge Repair & Replacement Fd:7770 Bridge Repair & Replacemnt Exp:7771 ...	Bridge No. 82505 Improvements	7771 - Bridge Replacement - Engineer	2,555.50
TOTAL						2,555.50
Bill Pmt -Ch...	04/21/2020	23806	Youth Service Bureau		100 - 4M 101/USB 2934 - General Fund	(1,500.00)
Bill	03/31/2020	2020 Contribu...	550 Special Activities Fd - General:B. Cable Comm/July 4th/Comm Garden:6366 Cit...	YSB Services - 2020	6366 - City Council Contingency Exp	1,500.00
TOTAL						1,500.00
Bill Pmt -Ch...	04/21/2020	23807	Blondo Consulting LLC	Project #2017-047 City of Afton	100 - 4M 101/USB 2934 - General Fund	(13,975.00)
Bill	03/31/2020	2017-047/4rev	805 City InfraStructure Imp Fd:B. Exp:8894 Septic Permits, Fees, Admin	Archaeological Site Monitoring, artifact cataloging and related expenses (Fi...	8894 - Septic Permits, Fees, Admin	13,975.00
TOTAL						13,975.00
Bill Pmt -Ch...	04/21/2020	23808	Baglio Bill (1099 Vendor)	1099 Vendor	100 - 4M 101/USB 2934 - General Fund	(1,085.00)
Bill	04/21/2020	528906	115 Bldg & Land Capital Fund:B. Exp:6003 City Hall Improvements	Prep and paint ceiling of City Council Chambers. Includes \$100 repair.	6003 - City Hall Improvements	1,085.00
TOTAL						1,085.00
Paycheck	03/31/2020	202004001	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	535.60
				Direct Deposit	2302 - PERA Payable - Staff	(34.81)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit	5053 - PERA Contribution - Employer	40.17
				Direct Deposit	2302 - PERA Payable - Staff	(40.17)
			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	1190 - Other Receivables	120.24
				Direct Deposit	2210 - Federal Withholding	(34.00)
			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	33.21
				Direct Deposit	2205 - Soc Sec Payable - Employer	(33.21)
				Direct Deposit	2204 - Social Security W/H - Employee	(33.21)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit	5052 - Medicare Tax - Employer	7.77
				Direct Deposit	2213 - Medicare Payable - Employer	(7.77)
				Direct Deposit	2212 - Medicare W/H - Employee	(7.77)
				Direct Deposit	2208 - MN State Withholding	(18.00)
				Direct Deposit	2110 - Direct Deposit Liabilities	(978.05)

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TOTAL						0.00
Paycheck	03/31/2020	202004002	Meade, Delbra 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	935.50
				Direct Deposit	2302 - PERA Payable - Staff	(60.81)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Office Asst W...	Direct Deposit	5053 - PERA Contribution - Employer	70.16
				Direct Deposit	2302 - PERA Payable - Staff	(70.16)
				Direct Deposit	2210 - Federal Withholding	(98.00)
			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	58.00
				Direct Deposit	2205 - Soc Sec Payable - Employer	(58.00)
				Direct Deposit	2204 - Social Security W/H - Employee	(58.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Office Asst W...	Direct Deposit	5052 - Medicare Tax - Employer	13.56
				Direct Deposit	2213 - Medicare Payable - Employer	(13.56)
				Direct Deposit	2212 - Medicare W/H - Employee	(13.56)
				Direct Deposit	2208 - MN State Withholding	(40.00)
				Direct Deposit	2110 - Direct Deposit Liabilities	(75.00)
				Direct Deposit	2110 - Direct Deposit Liabilities	(590.13)
TOTAL						0.00
Paycheck	03/31/2020	202004003	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	1,092.77
			550 Special Activities Fd - General:N. Elections:6347 Election Expense	Direct Deposit	6347 - Elections Expense	1,141.70
				Direct Deposit	2302 - PERA Payable - Staff	(145.24)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	5053 - PERA Contribution - Employer	81.96
			550 Special Activities Fd - General:N. Elections:6347 Election Expense	Direct Deposit	5053 - PERA Contribution - Employer	85.63
				Direct Deposit	2302 - PERA Payable - Staff	(167.59)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	5018 - Insurance Benefits	9.17
			550 Special Activities Fd - General:N. Elections:6347 Election Expense	Direct Deposit	5018 - Insurance Benefits	9.58
				Direct Deposit	2325 - Madison Life ST & LT Disability	(18.75)
				Direct Deposit	2325 - Madison Life ST & LT Disability	(17.54)
			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	(18.33)
			550 Special Activities Fd - General:N. Elections:6347 Election Expense	Direct Deposit	2210 - Federal Withholding	(153.00)
				Direct Deposit	5051 - Social Security Tax - Employer	67.75
				Direct Deposit	5051 - Social Security Tax - Employer	70.78
				Direct Deposit	2205 - Soc Sec Payable - Employer	(138.53)
				Direct Deposit	2204 - Social Security W/H - Employee	(138.53)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	5052 - Medicare Tax - Employer	15.85
			550 Special Activities Fd - General:N. Elections:6347 Election Expense	Direct Deposit	5052 - Medicare Tax - Employer	16.55
				Direct Deposit	2213 - Medicare Payable - Employer	(32.40)
				Direct Deposit	2212 - Medicare W/H - Employee	(32.40)
				Direct Deposit	2208 - MN State Withholding	(76.00)
				Direct Deposit	2110 - Direct Deposit Liabilities	(1,653.43)
TOTAL						0.00
Paycheck	03/31/2020	202004004	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)
				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
				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)
				Direct Deposit	2210 - Federal Withholding	(1,094.00)
			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
				Direct Deposit	2205 - Soc Sec Payable - Employer	(327.65)
				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

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Type	Date	Num	Name	Memo	Account	Original Amount
				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	(3,125.18)
TOTAL						0.00
Bill Pmt -Ch...	03/31/2020	202004005	Christiansen, Bret J	1099 Vendor \$30.00 per Hour	100 · 4M 101/USB 2934 - General Fund	(202.50)
Bill	03/24/2020	March 2020	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5120 Contract - Video Meetings	Videographer 6.75 hrs @ \$30/hr	5120 · Contract - Video Meetings	202.50
TOTAL						202.50
Liability Che...	03/30/2020	202004006	QuickBooks Payroll Service	Created by Payroll Service on 03/24/2020	100 · 4M 101/USB 2934 - General Fund	(6,428.79)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5505 Bank/IRS Fees/Sales Tax	Fee for 4 direct deposit(s) at \$1.75 each	5505 · Bank/IRS/Sales Tax	7.00
			QuickBooks Payroll Service	Created by Payroll Service on 03/24/2020	2110 · Direct Deposit Liabilities	6,421.79
TOTAL						6,428.79
Check	03/30/2020	202004007	QuickBooks Payroll Service	Created by Direct Deposit Service on 03/24/2020	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
Liability Che...	03/31/2020	202004008	PERA (Staff)	3030-01 210990	100 · 4M 101/USB 2934 - General Fund	(1,096.87)
				3030-01 210990	2302 · PERA Payable - Staff	509.26
				3030-01 210990	2302 · PERA Payable - Staff	587.61
TOTAL						1,096.87
Liability Che...	03/31/2020	202004009	IRS (US Treasury)	41-1290668	100 · 4M 101/USB 2934 - General Fund	(2,754.50)
				41-1290668	2210 · Federal Withholding	1,379.00
				41-1290668	2213 · Medicare Payable - Employer	130.36
				41-1290668	2212 · Medicare W/H - Employee	130.36
				41-1290668	2205 · Soc Sec Payable - Employer	557.39
				41-1290668	2204 · Social Security W/H - Employee	557.39
TOTAL						2,754.50
Liability Che...	03/31/2020	202004010	MN Dept of Revenue	5050730	100 · 4M 101/USB 2934 - General Fund	(418.00)
				5050730	2208 · MN State Withholding	418.00
TOTAL						418.00
Bill Pmt -Ch...	03/31/2020	202004011	Comcast {City Hall} 8772105 720001508	Account # 8772 10 572 0001508	100 · 4M 101/USB 2934 - General Fund	(316.74)
Bill	03/31/2020	033120	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5565 Telephone	Comcast Business Internet and Voice - City Hall	5565 · Telephone	316.74
TOTAL						316.74
Bill Pmt -Ch...	03/31/2020	202004012	Comcast {Garage} 8772105 720011622		100 · 4M 101/USB 2934 - General Fund	(144.30)
Bill	03/31/2020	033120	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6046 Garage Exp - Sheriff, PW	Sheriff Phone and Internet	6046 · City Garage - 3033 Sheriff & PW	144.30
TOTAL						144.30

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Type	Date	Num	Name	Memo	Account	Original Amount
Bill Pmt -Ch...	03/31/2020	202004013	CP Energy (EFT) 528 0051		100 - 4M 101/USB 2934 - General Fund	(188.30)
Bill	03/31/2020	033120	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	188.30
TOTAL						188.30
Bill Pmt -Ch...	03/31/2020	202004014	CP Energy (EFT) 621 7601	Meter # M19702480474 Account No. 6217601-1	100 - 4M 101/USB 2934 - General Fund	(257.98)
Bill	03/31/2020	033120	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	257.98
TOTAL						257.98
Bill Pmt -Ch...	03/31/2020	202004015	CP Energy (EFT) 1080 5248	Acct#10805248-1	100 - 4M 101/USB 2934 - General Fund	(75.21)
Bill	03/31/2020	033120	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	75.21
TOTAL						75.21
Bill Pmt -Ch...	03/31/2020	202004016	US Bank (EFT) Equip Finance	Acct# 1473396 Contract # 500-0466085-000	100 - 4M 101/USB 2934 - General Fund	(230.00)
Bill	03/31/2020	033120	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
Bill Pmt -Ch...	03/31/2020	202004017	Xcel Energy (EFT) (51-0895 3451)	Acct: 51-0895345-1 Meter# 000071246886	100 - 4M 101/USB 2934 - General Fund	(20.89)
Bill	03/31/2020	033120	805 City InfraStructure Imp Fd:B. Exp:8891 Downtown Prop Purch/Exp	Eastwood - Septic Property 2318 St Croix Trl S Meter# 96987678 Premises...	8891 - DNR Flood Imp - Prop Purch/Exp	20.89
TOTAL						20.89
Bill Pmt -Ch...	03/31/2020	202004018	Xcel Energy (EFT) (51-5247 6229)	201 Project: 4105 River Rd Meter No. 0098359441	100 - 4M 101/USB 2934 - General Fund	(85.07)
Bill	03/31/2020	033120	400 201 Project Fund:B. Exp:5915 201 Project Maintenance	201 Project: 4105 River Rd Meter No. 0098359441	5915 - 201 Project Maintenance	85.07
TOTAL						85.07
Bill Pmt -Ch...	03/31/2020	202004019	Xcel Energy (EFT) (51-5371 3569)	51-53713569 15891 34th St. S: Automatic Protective Lighting Service	100 - 4M 101/USB 2934 - General Fund	(17.16)
Bill	03/31/2020	033120	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6020 Electricity - Xcel Energy	51-53713569 15891 34th St. S: Automatic Protective Lighting Service	6020 - Electricity	17.16
TOTAL						17.16
Bill Pmt -Ch...	03/31/2020	202004020	Xcel Energy (EFT) (51-5700 4296)	Acct #51-5700429-6 Meter #0077765464	100 - 4M 101/USB 2934 - General Fund	(177.39)
Bill	03/31/2020	033120	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	177.39
TOTAL						177.39
Bill Pmt -Ch...	03/31/2020	202004021	Xcel Energy (EFT) (51-6223 9212)	Acct No. 51-6223921-2 Street Lighting	100 - 4M 101/USB 2934 - General Fund	(59.53)
Bill	03/31/2020	033120	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5850 Street Lighting	Street Lighting Service	5850 - Street Lighting	59.53
TOTAL						59.53
Bill Pmt -Ch...	03/31/2020	202004022	Xcel Energy (EFT) (51-6257 8029)	3420 St. Croix Trl S Meter #0096987678	100 - 4M 101/USB 2934 - General Fund	(185.28)
Bill	03/31/2020	033120	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	185.28

City of Afton
Claims to be Approved
March 18 through April 21, 2020

Type	Date	Num	Name	Memo	Account	Original Amount
TOTAL						185.28
Bill Pmt -Ch...	03/31/2020	202004023	Xcel Energy {EFT} (51-6852 6052)	Acct #51-6852605-2 Install No. 184509 & 184508	100 · 4M 101/USB 2934 - General Fund	(29.67)
Bill	03/31/2020	033120	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6020 Electricity - Xcel Energy	Automatic Protective Light Service Install No. 184509 & 184508	6020 · Electricity	29.67
TOTAL						29.67
Bill Pmt -Ch...	03/31/2020	202004024	Xcel Energy {EFT} (51-7576 3714)	Acct#51-7576371-4 Meter #19818068	100 · 4M 101/USB 2934 - General Fund	(126.74)
Bill	03/31/2020	033120	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	126.74
TOTAL						126.74
Paycheck	04/15/2020	202004025	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	950.69
				Direct Deposit	2302 · PERA Payable - Staff	(61.79)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit	5053 · PERA Contribution - Employer	71.30
				Direct Deposit	2302 · PERA Payable - Staff	(71.30)
				Direct Deposit	2210 · Federal Withholding	(79.00)
			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	58.94
				Direct Deposit	2205 · Soc Sec Payable - Employer	(58.94)
				Direct Deposit	2204 · Social Security W/H - Employee	(58.94)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit	5052 · Medicare Tax - Employer	13.78
				Direct Deposit	2213 · Medicare Payable - Employer	(13.78)
				Direct Deposit	2212 · Medicare W/H - Employee	(13.78)
				Direct Deposit	2208 · MN State Withholding	(39.00)
				Direct Deposit	2110 · Direct Deposit Liabilities	(698.18)
TOTAL						0.00
Paycheck	04/15/2020	202004026	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	1,124.76
				Direct Deposit	2302 · PERA Payable - Staff	(73.11)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Office Asst W...	Direct Deposit	5053 · PERA Contribution - Employer	84.36
				Direct Deposit	2302 · PERA Payable - Staff	(84.36)
				Direct Deposit	1190 · Other Receivables	43.01
				Direct Deposit	2210 · Federal Withholding	(116.00)
			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	69.74
				Direct Deposit	2205 · Soc Sec Payable - Employer	(69.74)
				Direct Deposit	2204 · Social Security W/H - Employee	(69.74)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Office Asst W...	Direct Deposit	5052 · Medicare Tax - Employer	16.31
				Direct Deposit	2213 · Medicare Payable - Employer	(16.31)
				Direct Deposit	2212 · Medicare W/H - Employee	(16.31)
				Direct Deposit	2208 · MN State Withholding	(50.00)
				Direct Deposit	2110 · Direct Deposit Liabilities	(75.00)
				Direct Deposit	2110 · Direct Deposit Liabilities	(767.61)
TOTAL						0.00
Paycheck	04/15/2020	202004027	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	2,283.40
				Direct Deposit	2302 · PERA Payable - Staff	(148.42)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	5053 · PERA Contribution - Employer	171.26
				Direct Deposit	2302 · PERA Payable - Staff	(171.26)
				Direct Deposit	2210 · Federal Withholding	(159.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	5051 · Social Security Tax - Employer	141.58
				Direct Deposit	2205 · Soc Sec Payable - Employer	(141.58)
				Direct Deposit	2204 · Social Security W/H - Employee	(141.58)

City of Afton
Claims to be Approved
 March 18 through April 21, 2020

Type	Date	Num	Name	Memo	Account	Original Amount
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	5052 · Medicare Tax - Employer	33.11
				Direct Deposit	2213 · Medicare Payable - Employer	(33.11)
				Direct Deposit	2212 · Medicare W/H - Employee	(33.11)
				Direct Deposit	2208 · MN State Withholding	(78.00)
				Direct Deposit	2110 · Direct Deposit Liabilities	(1,723.29)
TOTAL						0.00
Paycheck	04/15/2020	202004028	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)
				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
				Direct Deposit	2210 · Federal Withholding	(1,094.00)
			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
				Direct Deposit	2205 · Soc Sec Payable - Employer	(327.65)
				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	76.62
				Direct Deposit	2213 · Medicare Payable - Employer	(76.62)
				Direct Deposit	2212 · Medicare W/H - Employee	(76.62)
				Direct Deposit	2208 · MN State Withholding	(284.00)
				Direct Deposit	2110 · Direct Deposit Liabilities	(3,234.00)
TOTAL						0.00
Paycheck	04/15/2020	202004029	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	04/15/2020	202004030	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	04/15/2020	202004031	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)

City of Afton
Claims to be Approved
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Type	Date	Num	Name	Memo	Account	Original Amount
				Direct Deposit	2110 · Direct Deposit Liabilities	(187.10)
TOTAL						0.00
Paycheck	04/15/2020	202004032	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
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...	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)
				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	04/15/2020	202004033	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)
				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...	04/14/2020	202004034	QuickBooks Payroll Service	Created by Payroll Service on 04/09/2020	100 · 4M 101/USB 2934 - General Fund	(7,542.88)
			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 04/09/2020	2110 · Direct Deposit Liabilities	7,527.13
TOTAL						7,542.88
Liability Che...	04/15/2020	202004035	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...	04/15/2020	202004036	PERA (Staff)	3030-01 210990	100 · 4M 101/USB 2934 - General Fund	(1,188.33)
				3030-01 210990	2302 · PERA Payable - Staff	551.72
				3030-01 210990	2302 · PERA Payable - Staff	636.61
TOTAL						1,188.33
Liability Che...	04/15/2020	202004037	IRS (US Treasury)	41-1290668	100 · 4M 101/USB 2934 - General Fund	(2,955.36)
				41-1290668	2210 · Federal Withholding	1,448.00
				41-1290668	2213 · Medicare Payable - Employer	155.77
				41-1290668	2212 · Medicare W/H - Employee	155.77
				41-1290668	2205 · Soc Sec Payable - Employer	597.91
				41-1290668	2204 · Social Security W/H - Employee	597.91
TOTAL						2,955.36

04/14/20

City of Afton
Claims to be Approved
March 18 through April 21, 2020

Type	Date	Num	Name	Memo	Account	Original Amount
Liability Che...	04/15/2020	202004038	MN Dept of Revenue	5050730	100 - 4M 101/USB 2934 - General Fund	(451.00)
				5050730	2208 - MN State Withholding	451.00
TOTAL						451.00
Bill Pmt -Ch...	04/15/2020	202004039	US Bank (EFT) Credit Card ..4776	5592 8500 0104 4776 CPN 002015242	100 - 4M 101/USB 2934 - General Fund	(2,652.35)
Bill	03/31/2020	021520 031320	115 Bldg & Land Capital Fund:B. Exp:6003 City Hall Improvements	LED Supply Co: LED lights for City Council Chambers	6003 - City Hall Improvements	2,652.35
TOTAL						2,652.35
Bill Pmt -Ch...	04/21/2020	202004040	MN Dept of Labor & Ind (Bldg Surchg)	Building Surcharges Cert #2164	100 - 4M 101/USB 2934 - General Fund	(1,692.48)
Bill	03/31/2020	Bldg Surchg I ...		1st Quarter 2020 Building Surcharges Cert #2164	2121 - Afton Bldg Surcharges Payable	1,692.48
TOTAL						1,692.48
Bill Pmt -Ch...	03/31/2020	202004041	US Bank (2017A Tmp Imp Bd)	Acct No. 0045210NS	100 - 4M 101/USB 2934 - General Fund	(1,995,345.00)
Bill	03/31/2020	040120 Payoff	807 Downtwn Tmp Imp Debt Service:7739 Int Exp 2017A Downtwn Tmp Imp Bd 807 Downtwn Tmp Imp Debt Service:7750 Principal 2017A Downtwn Tmp Imp Bd	Afton MN GO Temporary Imp Bonds 2017A ; Final Interest Pynt 4/1/20 Afton MN GO Temporary Imp Bonds 2017A ; Principal Pynt 4/1/20	7739 - 2017A Int Exp Downtwn Tmp Imp Bd 7750 - Principal 2017A Downtwn Tmp	15,345.00 1,980,000.00
TOTAL						1,995,345.00

RESOLUTION 2020-21

CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

**A RESOLUTION APPROVING 4M FUND TRANSFERS
FOR MARCH of 2020**

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 MARCH of 2020.

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

SIGNED:

Bill Palmquist, Mayor

ATTEST:

Ronald J. Moorse, City Administrator

Motion by:

Second by:

Ross:

Nelson:

Wroblewski:

Palmquist:

Perkins:

City of Afton
Exhibit A: 4M Fund Transfers

A	B	C	D	E
1	Month of:			Mar-20
2	4M Fund Accounts			
3	<u>#</u>	<u>From</u>	<u>To</u>	<u>Amount</u> <u>Comments</u>
4	1	805 - 4M114 City Infra-Structure Improvement Fund	100 - 4M101 General	\$15,877.89 805 Downtown Project Expenses
5	2	100 - 4M101 General	805 - 4M114 City Infra-Structure Improvement Fund	\$399,006.84 Downtown Project Revenue (Wash Cty DNR)
6	3	100 - 4M101 General	410 - 4M118 - Sanitary Sewer	\$3,475.00 410 Sanitary Sewer Utility - Revenue
7	4	410 - 4M118 - Sanitary Sewer	100 - 4M101 General	\$5,753.97 410 Sanitary Sewer Utility - Expenses
8	5	120 - 4M116 - Street Improvement	100 - 4M101 General	\$59,740.03 120 Street Imp Fd Expenses
9	6	122 - 4M117 - Bridge Replacement Fund	100 - 4M101 General	\$2,555.50 122 Bridge Replacement Fund Expenses
10	7	201 - 4M103 201 Project Fund	100 - 4M101 General	\$85.07 201 Project Expense
11	8	115 - 4M104 - Bldg & Land Capital Fund	100 - 4M101 General	\$2,652.35 115 Bldg & Land Fund Expenses
12	9	100 - 4M101 General	550 - 4M106 - Spec Activities General	\$20,833.87 MN Emergency Mgmt: Reimb for 2019 Flood
13	10	550 - 4M106 - Spec Activities General	100 - 4M101 General	\$6,349.91 Expenses: 550 Special Act - General
14	11	100 - 4M101 General	560 - 4M119 - Spec Activities Other	\$11,446.60 Cable Commission 2019 YE Distribution
15	12	806 - 4M122 - PFA Loan Debt Serv	100 - 4M101 General	\$74,376.30 806 PFA Loan/Assessment Expenses
16	13	807 4M201 Downtown Temp Imp Bond Fund	100 - 4M101 General	\$2,448.00 2017A Dwtown Temp Imp: Admin Exp
17	14	807 4M201 Downtown Temp Imp Bond Fund	100 - 4M101 General	\$1,980,000.00 2017A Dwtown Temp Imp: Principal Payoff
18	15	807 4M201 Downtown Temp Imp Bond Fund	100 - 4M101 General	\$15,345.00 2017A Dwtown Temp Imp: Final Interest Pymt
19	16	805 - 4M114 City Infra-Structure Improvement Fund	807 4M201 Downtown Temp Imp Bond Fund	\$1,652,689.90 Trf from 805 City Infra to 807 Tmp Bond Fd to facilitate payoff



Recommended by Thomas H. Niedzwiecki, Accountant
File: Afton 2020 Bank Transfers.xlsm Worksheet: Mar20 4/14/2020

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

Meeting Date April 21, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members

From: Ron Moorse, City Administrator

Date: April 14, 2020

Re: Extension of the Period of the Mayor-Declared Local Emergency – **Resolution 2020-21**

At the March 26, 2020 Emergency City Council meeting, the Mayor declared a local emergency regarding Covid-19 through the adoption of a local emergency proclamation. The emergency declaration was to remain in effect for three days unless extended by the Council for up to thirty days. At the March 26 meeting, the Council adopted a resolution to extend the period of the Mayor-declared local emergency until such time as the City Council, by further action, shall determine such emergency no longer exists. The City Attorney has advised that the emergency declaration cannot be extended for a period greater than thirty days, but can be extended for a series of thirty day periods. A resolution extending the emergency declaration until May 21, 2020 is attached for the Council's consideration.

COUNCIL ACTION REQUESTED:

Motion regarding the adoption of resolution 2020-21 extending the period of the Mayor-declared local emergency through May 21, 2020.

RESOLUTION 2020-21

CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

A RESOLUTION ENACTED UNDER AUTHORITY OF MINNESOTA STATUTES SECTIONS 12.29 AND 12.37 TO EXTEND THE PERIOD OF A MAYOR-DECLARED LOCAL EMERGENCY

WHEREAS, the Mayor of Afton (the “Mayor”) has found that the following situation (the “Situation”) exists:

WHEREAS, the virus named “SARS-CoV-2,” is a new strain of coronavirus that has not previously been identified in humans and can easily spread from person to person and which causes a disease named “coronavirus disease 2019,” commonly known as “COVID-19,” which is a respiratory disease that can result in serious injury or death; and

WHEREAS, on January 21, 2020 the first case of COVID-19 was detected in the United States; on March 6, 2020 the first case of COVID-19 was detected in the State of Minnesota; and as of March 16, 2020, there are fifty-four known cases of COVID-19 in Minnesota; and

WHEREAS, on January 31, 2020, the United States Department of Health and Human Services Secretary Alex Azar declared a public health emergency for COVID-19, beginning on January 27, 2020; and

WHEREAS, on March 13, 2020, President Donald Trump declared that the COVID-19 outbreak in the United States constitutes a National Emergency; and

WHEREAS, on March 13, 2020, Governor Tim Walz declared a Peacetime State of Emergency to authorize all necessary resources to be used in support of the COVID-19 response; and

WHEREAS, COVID-19 has been identified by the World Health Organization as a pandemic, and the United States Centers for Disease Control has provided guidance for individuals, healthcare professionals, and businesses to slow the spread of COVID-19, which include cancelling or postponing in-person events that involve more than fifty people for eight weeks; and

WHEREAS, additional local cases will trigger a more aggressive public health response that is predicted to impact residents of Afton and those who work in or travel through the City, including City employees; and

WHEREAS, the need for social distancing, school closings, and quarantine methods to stop the spread of COVID-19 is expected to cause significant challenges and will require expending significant public resources; and

WHEREAS, the Mayor finds that this situation threatens the health, safety, and welfare of the citizens of the community, threatens the provision of City services and will cause a significant impact on the ability of public safety personnel to address any immediate dangers to the public as a result of COVID-19; and

WHEREAS, the Mayor finds that traditional sources of financial aid, assistance and relief will not be able to compensate for the potential impact of COVID-19, and have determined that the necessary resources to respond to and recover from this pandemic will exceed those resources available within the City of Afton, and additional resources will be needed from Washington County and state and federal sources; and

WHEREAS, Minnesota Statutes, section 12.29 authorizes the Mayor to declare the existence of a local emergency, invoke necessary portions of the City’s Emergency Operations Plans and authorize aid and services in accordance with inter jurisdictional agreements, such as mutual aid agreements; and

WHEREAS, under Minnesota Statutes, section 12.37 this emergency declaration authorizes the City to enter into contracts and perform other duties without following many of the time-consuming legal procedures normally required, including:

- Arranging for the performance of public work
- Contracting
- Incurring obligations
- Employing temporary workers
- Renting equipment
- Purchasing supplies and materials
- Complying with limitations on tax levies
- Appropriating and expending public funds, including publication of ordinances and resolutions, advertisement for bids, provisions of civil service laws and rules, competitive bidding, and budget requirements; and

WHEREAS, the Mayor finds that the Situation is sudden and unforeseen and could not have been anticipated; and

WHEREAS, the Mayor finds that the conditions in Minnesota and the threat to the visitors to and residents of the City of Afton has worsened considerably as a result of the Situation; and

WHEREAS, the Mayor has declared that the Situation is a local emergency; and

WHEREAS, the City Council of Afton agrees with the Mayor’s findings and further finds that the Situation will last for more than three days;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF AFTON MINNESOTA AS FOLLOWS:

The city council declares that the Situation constitutes a local emergency continuing until at least May 21, prior to which time the city council will make a determination regarding whether to further extend the emergency declaration.

This declaration of a local emergency will invoke the city’s Emergency Operations Plan. The portions that are necessary for response to and recovery from the emergency must be used.

Passed by the City Council of Afton, Minnesota this 21st day of April, 2020.

Bill Palmquist, Mayor

Attested:

Ronald J. Moorse, City Clerk

RESOLUTION 2020-21

CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

**A RESOLUTION APPROVING 4M FUND TRANSFERS
FOR MARCH of 2020**

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 MARCH of 2020.

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

SIGNED:

Bill Palmquist, Mayor

ATTEST:

Ronald J. Moorse, City Administrator

Motion by:

Second by:

Ross:

Nelson:

Wroblewski:

Palmquist:

Perkins:

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

Meeting Date April 21, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members

From: Ron Moorse, City Administrator

Date: April 14, 2020

Re: Lower St. Croix Valley Fire Relief Association Revised By-Laws – **Resolution 2020-22**

The Lower St. Croix Fire Relief Association, which manages the firefighters' pension fund, has updated and revised its by-laws to conform to current requirements. The by-laws are now current with MN State Statutes updated from 2010-2020. The by-laws now allow for EMT-Only personnel to join the Relief Association- effective only on ratification of the by-laws by the five cities served by the Fire Department. In order for the by-laws to be amended, each of the five cities served by the Fire Department need to approve the revised by-laws. Beyond adding EMT-only personnel to the Relief Association, the by-laws do not include any changes that affect any benefit levels. Staff has reviewed the revised by-laws and does not have any concerns regarding approving the by-laws. Attached is a resolution approving the revised by-laws for the Council's consideration.

COUNCIL ACTION REQUESTED:

Motion regarding the adoption of resolution 2020-22 approving the Lower St. Croix Valley Fire Relief Association revised by-laws.

RESOLUTION 2020-22

CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

**RESOLUTION APPROVING THE RESTATED LOWER ST. CROIX VALLEY
FIREFIGHTERS RELIEF ASSOCIATION GENERAL MEMBERSHIP BY-LAWS AS
ADOPTED BY THE RELIEF ASSOCIATION EFFECTIVE FEBRUARY 11, 2020**

WHEREAS, the City contracts with the Lower St. Croix Valley Fire Department for fire services; and,

WHEREAS, the members of the Lower St. Croix Valley Fire Department are members of the Lower St. Croix Valley Fire Relief Association, through which they earn pension benefits; and,

WHEREAS, the Lower St. Croix Valley Fire Relief Association has updated their General Membership By-laws effective February 11, 2020; and

WHEREAS, the Lower St. Croix Valley Firefighters Relief Association is respectfully requesting the member cities of the Lower St. Croix Valley Fire Department to approve the restated by-laws in order to remain compliant with MN State Statutes.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Afton, Minnesota, that the restated Lower St. Croix Valley Firefighters Relief Association General Membership by-laws are hereby approved as adopted by the Relief Association effective February 11, 2020.

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

SIGNED:

Bill Palmquist, Mayor

ATTEST:

Ronald J. Moore, City Administrator

Motion by:

Second by:

Perkins:

Wroblewski:

Ross:

Nelson:

Palmquist:



Bylaws of the Lower St. Croix Valley Firefighters Relief Association

The bylaws of the Relief Association are hereby amended in their entirety and restated effective as of February 11, 2020.

Bylaws of the Lower St. Croix Valley Firefighters Relief Association

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ARTICLE I – Name

As provided by the Articles of Incorporation, the name of this organization shall be the Lower St. Croix Valley Firefighters Relief Association.

ARTICLE II – Purpose

As provided in the Articles of Incorporation, the purpose of the Association is to provide retirement relief and other benefits to the members and their dependents. For purposes of MN State Statute 424A, the Association is a governmental entity that receives and manages public funds to provide retirement and ancillary benefits for individuals providing the governmental services of firefighting and, if applicable, emergency response. The Association may also raise funds from private sources to furnish fire and emergency equipment for the Fire Department, and for other purposes deemed necessary and appropriate by the Association to the extent permitted by law. Benefits paid to members and their dependents shall be funded exclusively through governmental sources and, to the extent provided by state law, through donations.

ARTICLE III – Definitions

Section 3.1 the Association

The term “the Association” is equated to the Lower St. Croix Valley Firefighters Relief Association.

Section 3.2 the Fire Department

The term “the Fire Department” is equated to the Lower St. Croix Valley Fire Department.

Section 3.3 Firefighter

The term “firefighter” is equated to the Paid-on-Call firefighter or EMS only position of the Lower St. Croix Valley Fire Department.

Section 3.4 Fire District

The term “Fire District” is equated to a group of cities/municipalities that make up the Fire District and have a signed the Joint Powers Agreement. These communities are: Afton, Lakeland, Lakeland Shores, Lake St. Croix Beach and St. Mary’s Point.

Section 3.5 Municipality(ies)

The term Municipality or Municipalities is equated to a group of 5 cities served by the Fire Department. They are: Afton, Lakeland, Lakeland Shores, Lake St. Croix Beach and St. Mary’s Point.

Section 3.6 Active Member

An Active member is defined as a member of the Fire Department who is meeting or exceeding all requirements of the Fire Department and is considered a member in good standing by the Fire Department.

Section 3.7 Deferred Member

A Deferred Member means a member:

- (1) Who has retired as a firefighter of the Fire Department, and
- (2) Who has accrued twenty (20) years or more seniority in good standing with the Fire Department; or
- (3) Who has accrued at least ten (10) years but not more than twenty (20) years of seniority in good standing with the Fire Department and will therefore be eligible for early vested benefits as provided in Article XII of these bylaws
- (4) And who has not taken a distribution

Section 3.8 Retired Member

A retired Member means a member:

- (1) Who has retired as a firefighter of the Fire Department; and
- (2) Who has served as an active firefighter of the Fire Department for a period of twenty (20) or more years, although such service need not be continuous; or
- (3) Who has served as an active firefighter of the Fire Department for a period of at least ten (10) years but not more than twenty (20) years, although such service need not be continuous and therefore be eligible for early vested benefits as provided in Article XII of these bylaws.
- (4) And who has taken a distribution.

Section 3.9 Inactive Member

An Inactive member is defined as a member of the association that is currently suspended from the Fire Department and not allowed to participate in Fire Department activities and does not accrue time in the Association.

Section 3.10 Medical Retired Member

A medical retirement is based on information provided from the Fire Department that an individual is unable to perform Fire Department activities due to an injury or illness that has occurred while in the act of performing Fire Department related activities. This injury or illness is deemed to be permanent in nature. The Fire Chief will inform the Association of this situation and the Association will calculate the benefit for the Associations' member based on Active Time Service Credit and current benefit level. Partial vesting will not be used in this calculation.

Section 3.11 Beneficiary

Beneficiary Pursuant to MN State Statute 424A.05, the definition of a beneficiary under this plan that is entitled to receive a benefit following the death of an active, medically retired, deferred or early vested member means the following person, in the following succession:

- The surviving spouse, if no surviving spouse,
- The surviving child/children, if no surviving child/children,
- Any ancillary survivor's benefit shall be paid to the beneficiary identified in writing, on forms supplied by the Secretary, and if no beneficiary is identified,
- To the estate, as a funeral benefit

Section 3.12 Year of Active Time Service Credit

For purposes of computing benefits or service pensions payable, a year of active time service shall be defined as a period of twelve (12) full months of active time service in the Fire Department.

Section 3.13 Calculation of Months of Active Time Service Credit

To determine a month of active time service credit the members hire date is used. One month of active time service credit is calculated by starting on the hire date of the month to the same date in the next month. That equals one month of active time service credit. If the member leaves, for whatever reason, and their exit day of the month is not the same as the hire day of the month, no rounding or partial month of active time service credit will be given.

Section 3.14 Active Time Service Credit

Based on MN State Statute 353G.07, states the Fire Chief will certify annually by January 31 the active time service credit for the previous calendar year of each firefighter rendering active time service credit with the Fire Department to the membership and the Relief Association.

The active time service credit certification must be expressed as the number of completed months of the previous year during which an active firefighter rendered at least the minimum level of duties as specified and required by the Fire Department under the rules, regulations, and policies applicable to the Fire Department. No more than one year of active time service credit may be certified for a calendar year.

Section 3.15 Event Policy Disciplinary Action

If a member does not meet the requirements of the Association's Event Policy a disciplinary action may take the form of a deduction from the Active Time Service credit reported.

Section 3.16 Break in Service

Shall be defined as a period of time between a termination or resignation and a return to active service, as determined by the rules and regulations of the Fire Department and the Association. In the event of any ambiguity, the board will follow the rules and regulations, as interpreted by the Fire Chief of the Fire Department. Any member returning from a break in service must remain in active service equal in time to the break in service up to a maximum of five (5) years in order to qualify for any pension increases having occurred during the break time.

Section 3.17 Leave of Absence

Is defined by and shall be determined by the rules and regulations of the Fire Department. When the leave of absence has been granted and the firefighter does not return to active service, the date the firefighter started the leave of absence shall be used as his/her date of retirement, if he/she is eligible for retirement. Members shall not be given credit for breaks in service. Any member returning from a leave of absence must remain in active service equal in time to the leave of absence up to a maximum of three (3) years in order to qualify for any pension increases having occurred during the break time.

Section 3.18 Fiduciary Responsibility

Is defined as the standard of care enumerated in MN State Statute 11A.09. In addition, the trustees must act in accordance with MN State Statute 356A. No trustee of the Association shall cause the association to engage in a transaction if the fiduciary knows or should know that a transaction constitutes one of the following direct or indirect transactions:

- (1) Sale or exchange or leasing of any real property between the Association and a board member;
- (2) Lending of money or other extension of credit between the Association and a board member or member of the Association;
- (3) Furnishing of goods, services, or facilities between the Association and a board member; or
- (4) Transfer to a board member, or use by or for the benefit of a board member, of any assets of the Association. Transfer of assets does not mean the payment of Association benefits or administrative expenses permitted by law.

Section 3.19 Surviving Spouse

The term “surviving spouse” means any person who was the dependent spouse of a deceased active member or retired former member living with the member at the time of the death of the active member or retired former member.

Section 3.20 Surviving Child or Children

Shall mean any natural or adopted child or children of the deceased member.

Section 3.21 Qualified Domestic Relations Order (QDRO)

Any judgement, decree or order (including approval of a property settlement agreement) that complies with the provisions of MN State Statute 518.58 or 518.581.

Section 3.22 Bylaw Limitations

In the event that one of a new or newly modified state statute is enacted and is in conflict with a bylaw listed in this document, the state statute will take precedence over that section of these bylaws.

ARTICLE IV – Membership

Section 4.1 Membership

All firefighters of the Fire Department will be eligible to apply for membership in the Association. The applicants hire date with the Fire Department will be considered the hire date to the Association. Providing an application for membership is completed on the form provided by the Association for the purpose of becoming eligible for benefits in the Association. If the application is not received by the Fire Department/Association within 30 days of the Fire Department hire date, then the date it's received will be used as the Association hire date.

Section 4.2 Membership – EMS Only

All EMS only personnel will be eligible to apply for membership in the Association. The date the applicants applies to the Association will be used as the hire date per MN State Statute 424A.01 subd 5a. Providing the application for membership is completed on the form provided by the Association for the purpose of becoming eligible for benefits in the Association.

Section 4.3 Membership Application

All applications shall be made in written form on an application included in the employment pack of material. Each application shall be referred to the Board of Trustees for approval. Upon approval of the member's application, such member shall accrue active time service credit for all time served while in probationary status.

Section 4.4 Returning from a Leave of Absence

Any member that is granted a personal leave of absence must return to active service in the Fire Department for a period of time equal to leave of absence, up to three (3) years, to qualify for any benefit increases established during the leave per the Association bylaws. When the member does not meet those requirements, they shall be paid at the established benefit rate for the last year they met the requirements of the Fire Department.

Section 4.5 Returning from a Break in Service

Any member that is granted a break in service must return to active service in the Fire Department for a period of time equal to break in service, up to five (5) years, to qualify for any benefit increases established during the break per the Association bylaws. When the member does not meet those requirements, they shall be paid at the established benefit rate for the last year they met the requirements of the Fire Department.

Section 4.6 Resignation or Termination from Fire Department

Resignation or termination from the Fire Department shall cause termination of the member from the Association. If the member has attained some level of vesting that information will be retained by the Association, until the member has reached an age (50) where they can apply for the benefit due them.

Section 4.7 Uniformed Services

A firefighter who is absent from firefighting service because of service in the uniformed services may obtain service credit for the period of the uniformed service, not to exceed five years, unless a longer period is required by Federal law, if the firefighter returns within the time frame required by Federal law to firefighting service with coverage by this same Association or its successor upon discharge from service in the uniformed service.

Active Time Service Credit will not be given if the firefighter separates from uniformed service with a dishonorable or bad conduct discharge or under other than honorable conditions. This is in accordance with MN State Statute 424A.021.

ARTICLE V – Board of Trustees

Section 5.1 Officers

The officers of the Association shall be President, Vice President, Secretary, and Treasurer and will be elected by the membership at the annual meeting. An ex-officio trustee is not eligible to hold one of these offices per MN State Statute 424A.04.

Section 5.2 Board of Trustees

The Board consists of nine (9) members (Trustees): six (6) Trustees elected by the membership of the Association and three Trustees drawn from officials of the fire district served by the Fire Department per MN State Statute 424A.04 subd 1. Of the three (3) municipal Trustees, one must be an elected official another must be an elected or appointed municipal official, and both must be designated annually by the municipal governing board. The third municipal Trustee must be the Fire Chief.

Section 5.3 Board of Trustees Responsibilities

The Board of Trustees shall have exclusive control and management of all property and funds of the Association, from whatever source derived, and shall constitute the governing body of the Association with full power and authority to carry out the objects and purposes set forth in the Articles of Incorporation and these Bylaws, the statutes of the State of Minnesota, Policies, Position Descriptions and Documentation of this Association.

Section 5.4 Board of Trustees Compensation

The Board of Trustees will be compensated determined by the stipend policy #LSCVFRA-003 which uses the base amount located in Addendum B. The Officers' salaries will be compensated from the Special Fund and the Firefighter Trustees from the General Fund.

Section 5.5 Indemnification

No member of the Board will assume any personal liability for any action taken by the Association, or Board of Directors, or Executive Board as a voting body, whether or not then in office, and shall be indemnified by the Association against reasonable costs and expenses, including attorney fees, incurred by him/her in connection with any action, suit, or proceedings to which he/she may be a party by reason of his/her having been a trustee of the Association, except in relation to matters at which he/she shall finally be adjudged in such action, suit, or proceeding to have been derelict or negligent in the performance of his/her duties as a Board member. The foregoing right of indemnification shall not be exclusive of other rights to which he/she shall be entitled as a matter of law.

Section 5.6 Vacancy

In the case of death, resignation or termination from the Fire Department for any officer or trustee of the association, the Board of Trustees will appoint from the membership to assume the duties of a trustee until a Special meeting of the membership can be called for the express purpose of electing an individual to complete the remaining term of office.

Section 5.7 Removal from Office of an Officer/Trustee

A general trustee or officer may be removed from the Board for cause. Cause for removal will include, but will not be limited to, the breach of the duties as set forth in Articles II and III of these Bylaws. One or more of the Trustees or officers may be removed at a Special Membership meeting which has been called for that purpose by a 2/3 vote of those present and voting at such meeting, provided a quorum is present. The general trustee or officer will be furnished with a statement of the particular charges at least 15 days before the meeting being held. At the meeting, the general trustee or officer will be given an opportunity to be fully heard as to each charge. If a general trustee or officer is removed, a replacement will be elected at the same meeting, and such replacement will serve out the unexpired term of the removed general trustee or officer.

ARTICLE VI – Election

Section 6.1 Trustee/Officer Term of Office

The Trustees shall be elected to a two-year staggered term. There will be three trustees elected each year at the annual meeting of the Association. The President, Secretary and one Trustee will be elected in odd numbered year and the Vice President, Treasurer and one Trustee in even numbered years.

Section 6.2 Voting on Trustees/Officer

Each position on the Board of Trustees shall be voted on separately by the members in attendance at the annual meeting. No nominations of slates of candidates or cumulative voting shall be allowed. A simple majority is needed to elect. Voting by proxy will not be allowed. All votes, unless specified prior to the vote, shall be conducted by a paper ballot vote. If an individual is running unopposed the chairperson of the meeting can call for a White Ballot.

Section 6.3 Member Voting Eligibility

Only members that currently have a status of “Active” in the Fire Department and that are members of the Association shall have the right to vote at Association meetings. Members that are On Leave, Inactive or Retired will not be given the right to vote.

ARTICLE VII – Duties of the Officers

Section 7.1 Duties of the President

See “Position Descriptions for the President” for a list of duties.

Section 7.2 Duties of the Vice-President

See “Position Descriptions for the Vice President” for a list of duties.

Section 7.3 Duties of the Treasurer

See “Position Descriptions for the Treasurer” for a list of duties.

Section 7.4 Duties of the Secretary

See “Position Descriptions for the Secretary” for a list of duties.

Section 7.5 Duties of the Board of Trustees.

See “Position Descriptions for the Trustee” for a list of duties.

Section 7.6 Duties of the Ex-Officio – Fire District Appointed.

See “Position Descriptions for the Ex-Officio – Fire District Appointed” for a list of duties.

Section 7.7 Duties of the Ex-Officio - Chief.

See “Position Descriptions for the Ex-Officio - Chief” for a list of duties.

ARTICLE VIII – Meeting Procedures

Section 8.1 Annual Meetings

An annual meeting of the membership of the Association will be held on the second Tuesday in February of each year. The place of the meeting shall be specified by the Board.

Notice of each annual meeting of the Association’s members will be delivered to each member entitled to vote at the meeting at least five days before the date of the meeting and not more than 60 days before the date of the meeting. Notice will contain the date, time, and place of the meeting.

Section 8.2 Special Membership Meetings

Special meetings of the membership may be called at any time upon the written order of two officers and one trustee of the Board of Trustees, or five (5) members of the Association. The order shall be filed with the Secretary and it shall be his/her duty to give due notice of each special meeting specifying the object of said meeting, and no business shall be transacted at any special meeting except the business for which the meeting was called.

Notice of each special meeting of the Association’s members will be delivered to each member entitled to vote at the meeting at least five days before the date of the meeting and not more than 30 days before the date of the meeting. Notice will contain the date, time, and place of the meeting. The Secretary will give due notice of each special meeting specifying the object of said meeting, and no business will be transacted at any special meeting except the business for which the meeting was called.

Section 8.3 Board Meetings

The Board of Trustees shall meet as required during the year to manage the business operations of the Association. These meetings shall be open to the public.

The Board meetings are held quarterly and scheduled in advance by the secretary at the request of the Board. Board Meetings may be called by the President or by any of the members of the Board by written request, filed with the Secretary, who shall give notice to all the members of the time and place of the meeting, at least five (5) days prior to the meeting.

Bylaws of the Lower St. Croix Valley Firefighters Relief Association

Section 8.4 Meeting Procedure

The order of business at all meetings (Annual, Board and Special) called by the Association shall be conducted according to Robert's Rules of Order and follow this structure:

- 1 Calling to order by the President
- 2 Roll call (verify quorum)
- 3 Agenda Acceptance
- 4 Secretary's Report (reading of previous minutes)
- 5 Treasurer's Report
- 6 Board Report (member meeting)
- 7 Report of other committees (Board or member meeting)
- 8 Election of Trustees and Officers, if applicable (annual member meeting)
- 9 Old Business
- 10 New Business
- 11 Adjournment

Section 8.5 Open Meeting Requirements

These meetings will be open to any member of the Association and to the public. Notice requirements of the Minnesota Open Meeting Law will be followed for all Board meetings, a schedule of the Associations' Board regular meetings will be kept on file at the Board's primary office and posted in a public location. Any of the Association meetings may be closed if certain types of data are discussed as described in MN State Statute 13D.05 subd 2.

Section 8.6 Quorum for Meetings

A majority of the Board of Trustees then in office or 51% of the active members of the Association shall constitute a quorum for the transaction of business at their respective meetings. Any meeting that does not have a quorum will cause the meeting to be adjourned.

Attendance for all Board of Trustee meetings will include those individual(s) attending via an electronic conferencing tool, as long as the individual has given notification to one of the Board of Trustees Officers at least one (1) day prior to the meeting. Those individual(s) attending electronically will be afforded all of the same privileges as trustees attending in person.

ARTICLE IX – Funds Management

Section 9.1 The Funds

All money received by the Association shall be kept in two separate funds. Disbursements from the funds shall be in accordance with Minnesota Statutes and the bylaws of the Association. The Special Fund and a General Fund will be established and maintained by the Association.

Section 9.2 Fund Management

The Board of Trustees shall maintain all Association funds in an approved savings institution

Bylaws of the Lower St. Croix Valley Firefighters Relief Association

or investment firm. All money belonging to the Association shall be deposited to the credit of the Association in such banks, trust companies, or other depositories as the Board of Trustees may designate. The Board of Trustees shall make deposits in conformance with state statute and the investment policy. (See Investment Policy)

Section 9.3 Investment Policy

The Board will approve an investment policy annually, and will investigate and prepare for the safe and profitable investment of Association funds in conformance with State statutes and the Association's investment policy. The Board may hire investment professionals to act for or on its behalf. The Special Fund assets will be invested only in securities that are authorized by MN State Statute 424A.05 subd 4: 424A.095; 356A.06, subd. 6; and 356A.06, subd. 7 (if the Association qualifies to use the expanded list). The Board will have on file a copy of the investment policy of the Association. The Board will file a copy of the Association's investment policy, and all changes to the policy, with the Office of the State Auditor.

Section 9.4 Bonding of Officers

The President, Vice President, Secretary and Treasurer of the Association shall be bonded at 10% of net assets of the fund or up to \$500,000 per MN State Statute 69.051, subd. 2.

Section 9.5 Standard of Fiduciary Conduct

Trustees owe a fiduciary duty to the active, deferred, and retired members of the Association, who are plan beneficiaries; to the taxpayers of the municipality, who help finance the plan; and to the State of Minnesota, which established the plan. The Trustees will act in good faith and exercise that degree of judgment and care, under circumstances then prevailing, that persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, considering the probable safety of plan capital as well as the probable investment return to be derived from the assets.

ARTICLE X – Special Fund

Section 10.1 Special Fund

All public funds, such as fire state aid, supplemental state aid, municipal contributions, and supplemental benefit reimbursements, received by the Association will be deposited in the Special Fund. Disbursements from the Special Fund will not be made for any purpose except as authorized by MN State Statute 69.80 and 424A.05.

The Treasurer is the custodian of the assets of the Special Fund and the recipient on behalf of the Special Fund of all revenues payable to it. The Treasurer will maintain adequate records documenting all transactions involving the financial activities of the Special Fund.

ARTICLE XI – General Fund

Section 11.1 General Fund

The funds received by the Association from events and other miscellaneous sources shall be kept in the General Fund of the Association on the books of the Treasurer and may be disbursed, with approval of the General Membership and/or the General Disbursement Policy (LSCVFRA-013), for any purpose reasonably related to the welfare of the Association or its members.

The Treasurer is the custodian of the assets of the General Fund and the recipient on behalf of the General Fund of all revenues payable to it. The Treasurer will maintain adequate records documenting any transactions involving the financial activities of the General Fund.

ARTICLE XII – Benefits

Section 12.1 Benefits

Any active member of the Association who meets the following qualifications shall be entitled to retirement benefits by the Association.

(a) Pension

The Association manages a defined benefit plan that exclusively pays a lump sum pension benefit. Upon such qualifications being met, the Association shall pay a lump sum benefit according to the calculations of the 1971 Volunteer Firefighter's Relief Association Guidelines Act, as amended. Any active member who has reached fifty (50) years of age, and who has at least ten (10) years membership in the Association, and who has made application therefore, the following shall be paid:

An amount equal to the total active time service credit time will be determined by the number of years of active time service credit multiplied by the base sum amount contained in Addendum A, which is incorporated by reference herein.

(b) Early Vested Pension

If an active member shall have served for more than ten (10) years, but less than twenty (20) years in the Fire Department, they may retire from the Fire Department and be placed on the deferred status (early vested) pension roll. When a member reaches the age of fifty (50) years and provided that at the time they have been a member of the Association for at least ten (10) years, they shall, upon application therefore, be paid in the following manner:

Bylaws of the Lower St. Croix Valley Firefighters Relief Association

Completed years of active time service credit with no forfeitable portion of annual or prorated service:

10 years	(60% of benefit ¹ X ² 10 yrs. plus 60% of benefit X (1/12 th X ² months ³))
11 years	(64% of benefit ¹ X ² 11 yrs. plus 64% of benefit X (1/12 th X ² months ²))
12 years	(68% of benefit ¹ X ² 12 yrs. plus 68% of benefit X (1/12 th X ² months ²))
13 years	(72% of benefit ¹ X ² 13 yrs. plus 72% of benefit X (1/12 th X ² months ²))
14 years	(76% of benefit ¹ X ² 14 yrs. plus 76% of benefit X (1/12 th X ² months ²))
15 years	(80% of benefit ¹ X ² 15 yrs. plus 80% of benefit X (1/12 th X ² months ²))
16 years	(84% of benefit ¹ X ² 16 yrs. plus 84% of benefit X (1/12 th X ² months ²))
17 years	(88% of benefit ¹ X ² 17 yrs. plus 88% of benefit X (1/12 th X ² months ²))
18 years	(92% of benefit ¹ X ² 18 yrs. plus 92% of benefit X (1/12 th X ² months ²))
19 years	(96% of benefit ¹ X ² 19 yrs. plus 96% of benefit X (1/12 th X ² months ²))
20 years & over	(100% of benefit ¹ X ² 20 yrs. plus 100% of benefit X (1/12 th X ² months ²))

Section 12.2 Supplemental Benefit

A supplemental benefit will be paid out of the Special Fund to individuals who receive a lump-sum distribution of a service pension. The amount of the supplemental benefit to be paid is ten percent of the regular pre-tax lump-sum distribution, excluding any interest that may have been credited during the period of deferral, but not to exceed MN State Statute 424A.10 subd. 104.

Section 12.3 Survivor Benefits – Active Member

For active members, a survivor benefit is equal to the benefit level for each year that the member served as an active firefighter in the Fire Department, without regard to minimum or partial vesting requirements, but in no case less than five times the annual benefit level in effect on the date of the death, will be paid if, upon death, the member had not yet separated from active service. The latest benefit level found in Addendum A is used in this calculation. Distribution of the benefit will follow section 3.11.

Section 12.4 Survivor Benefits – Deferred Status

A survivor benefit equal to a deceased deferred member's deferred service pension will be paid on behalf of the deceased deferred member. The survivor benefit amount may not exceed the total earned service pension of the deceased deferred member. Distribution of the benefit will follow section 3.11.

¹ Benefit level is based on last year of active time service credit and is defined in Addendum A

² The "X" in the above formulas indicates that a multiplication will be performed.

³ This represents a portion of the last year of active time service credit

Section 12.5 Supplemental Survivor Benefit

A supplemental survivor benefit will be paid out of the Special Fund when a lump sum survivor benefit is paid to the surviving spouse or, if none, to the surviving child or children of a deceased active or deferred member. The amount of the supplemental survivor benefit to be paid is 20 percent of the survivor benefit, but not to exceed MN State Statute 424A.10 subd. 104.

Section 12.6 Requesting Benefits

Once a member has met the eligibility requirements they are entitled to apply for benefits from the Association. From the time the Association receives a completed benefit request form from the individual requesting benefit payment, until the payment is made, may not exceed 120 days.

Section 12.7 Approval of Request for Benefits

It shall be the duty of the Board of Trustees to approve applications for service pensions or supplemental benefits, if the applicant meets all of the eligibility requirements set forth in these bylaws. It shall also be the duty of the Board of Trustees not to approve the application if any of the eligibility requirements are not met. If an application is not approved, the Board shall return the application to the applicant within 30 days, noting thereon, with particularity, which requirements the applicant does not meet. Thereafter, the applicant shall be furnished with the opportunity to be heard by the full Board, pursuant to the Procedure for Review as provided by Article XIV of these bylaws. If the application is approved, the service pension shall be paid in the manner requested by the applicant pursuant to Article XIII of these bylaws.

Section 12.8 Limitation

Following the receipt of a lump sum survivor's benefit neither a member's spouse nor estate is entitled to any other or further financial relief or benefits from the Association.

Section 12.9 Unclaimed Benefits⁴

In the event that the Association is unable with reasonable effort to locate a member or a survivor of a member entitled to payment or distribution under these bylaws or by State law, the benefit distributable to such member or survivor of such member will be forfeited and will be credited to the Special Fund. Efforts to locate a member or survivor must be documented. Forfeiture will occur no earlier than thirty-six (36) months after the Board concludes the Association was unable to locate such member or survivor despite reasonable efforts to locate them.

⁴ If an Association's bylaws do not address the disposition of unclaimed benefits, unclaimed benefits must be handled as set forth in Minn. Stat. § 356.65.

ARTICLE XIII – Timing and Modes of Distribution

Section 13.1 Timing and Modes of Distribution

Because of the varying circumstances in each member's retirement planning, optional benefit payment methods are offered. Selection should occur after consultation with a tax consultant, insurance and/or estate planner, or an attorney. Alternate payment methods on the application form shall include.

- 1) A direct transfer on an institution-by-institution basis of the retiring member's lump sum payment to the member's individual retirement account (IRA).
- 2) A single lump sum payment payable to the retiring member (subject to current income tax withholding requirements).

Section 13.2 Rollover Distribution

Upon written request from the retiring member who has given proper notice of retirement, the Secretary or Treasurer shall bring the request to the next Board meeting for review. Upon board approval the Treasurer shall directly transfer the service pension amount into an Individual Retirement Account under Section 408(a) of the Internal Revenue Code, as amended.

ARTICLE XIV – Procedure for Review

Section 14.1 Application for Benefit Denied

In the event that the Board of Trustees denies an application for service or ancillary pension, the member shall be entitled to the right of appeal for the determination.

Section 14.2 Members Appeal Process and Timing

The Fire Chief shall notify each firefighter rendering active service with the Fire Department of the amount of active time service credit rendered by the firefighter for the previous calendar year. The active time service credit notification and a description of the process and deadlines for the firefighter to challenge the Fire Chief's determination of active time service credit must be provided to the firefighter 60 days prior to its certification to the Association and municipality. If the service credit amount is challenged, the Fire Chief shall accept and consider any additional pertinent information and shall make a final determination of active time service credit. This process is based on MN State Statute 424.003 (c).

ARTICLE XV – Limits on Benefits

Section 15.1 Qualified Domestic Relations Order

An approved domestic relations order shall be accepted by the Board of Trustees if in compliance with state and federal law. No benefits shall be paid under a domestic relations order which requires the plan to provide any type or form of benefit, or any option, not otherwise provided under the plan or under state law.

Section 15.2 Garnishment, Judgment or Legal Process

No service pension or ancillary benefits paid or payable from the special fund of the Association to any person receiving or entitled to receive a service pension or ancillary benefits shall be subject to garnishment, judgment, execution, or other legal process, except as provided in MN State Statute 518.58 or 518.581.

Section 15.3 Assignments

No person entitled to a service pension or ancillary benefits from the special fund of the Association may assign any service pension or ancillary benefit payments, nor shall the Association have the authority to recognize any assignment or pay over any sum which has been assigned.

Section 15.4 Benefit Amount Limitation

No provision, which places limits on benefits, as contained within Section 415 of the Internal Revenue Code shall be exceeded. Plan Participants cannot receive an annual benefit greater than the amount specified in Section 415 of the code as may subsequently be amended.

ARTICLE XVI – Amendments

Section 16.1 Amendment(s) Generation

The Bylaws of the Association may be amended by the Board of Trustees, if two Trustees submit a signed proposal to the Board at least ten (10) days but not more than thirty (30) days prior to a regularly scheduled board meeting. The Bylaws of the Association may be amended by the membership of the Association if five (5) members submit a signed proposal to the Board at least ten (10) days but not more than thirty (30) days prior to a regularly scheduled board meeting.

The Board of Trustees will then review the proposed amendment(s) and provide a recommendation on the amendment(s) to the membership. The recommendation will be distributed with the proposed amendment(s) to the membership.

Section 16.2 Amendment(s) Ratification - Membership

The Bylaws of the Association may be amended at any Annual or Special meeting by a 2/3 majority vote of the Active Members of the Association present, provided that a quorum is present; provided the proposed amendment(s) and recommendation was made available for membership review by one or more of the following methods: posting, reading at a meeting, mailed/emailed to the membership. The availability for membership review must be at least 10 days prior to the voting and not longer than 30 days.

Bylaws of the Lower St. Croix Valley Firefighters Relief Association

Section 16.3 Amendment(s) Ratification - Municipality

Once these bylaws have been amended by the Association, approval of the five (5) municipalities is required per MN State Statute 424A.02 subd 10 followed by submitting a copy to the State Auditor for final approval.

If the proposed amendment(s) and recommendation change the amount of benefits or pensions, approval of the five (5) municipalities must be obtained based on MN State Statute 424A.092 subd 6.

Bylaws of the Lower St. Croix Valley Firefighters Relief Association

**Bylaws Approved by the Lower St. Croix Valley Fire District Firemen's
Relief Association Membership on February 11, 2020
Date of Approval**

President of the Lower St. Croix Valley Fire District Firemen's Relief Association

Date

Secretary of the Lower St. Croix Valley Fire District Firemen's Relief Association

Date

Chairperson of the Fire Protection District

Date

Bylaws of the Lower St. Croix Valley Firefighters Relief Association

Addendum A – Benefit level and year the increase went into effect

Table A – Contains a list of Benefit levels ratified by the Municipalities

Benefit Level Effective Date	Benefit amount per year of Service	Deferred Interest	Ratification date by Municipalities (Last City Ratification date shown)
January 1, 2006	\$2,600	0%	March 8, 2006
September 25, 2007	\$3,100	0%	Winter 2007-2008
December 9, 2014	\$3,250	0%	Spring 2015
February 2016 (Approved by General Membership)	\$3,400	0%	Not municipal ratified, benefit level reverted back to \$3,250
February 14, 2017	\$3,500	0%	June 2017
February 13, 2018	\$3,750	0%	September 18, 2018

Bylaws of the Lower St. Croix Valley Firefighters Relief Association

Addendum B – Board of Trustees Compensation

Table A - Base amount for Board of Trustees

Date Approved	President	Vice President	Treasurer	Secretary	Trustee	Ex-Officio
Est. 2014	\$250	\$0	\$520	\$250	\$0	\$0
2/11/2020 effective 1/1/2020	\$600	\$200	\$1200	\$600	\$15.50 per hr. meeting*	\$0

* All Trustees excluding all Ex-Officio and Municipal. Meeting are defined as Board, Annual and Special.

Bylaws of the Lower St. Croix Valley Firefighters Relief Association

Addendum C - Revision Log

Table A – Bylaw Revision table

Date Approved	Comments on Change	Revision Number
4/13/2010	Bylaws of Relief Association	2010
2/11/2020	Bylaws restated in their entirety and approved by membership	001
2/12/2020	LSCV Fire Protection District Approval	001

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

Meeting Date April 21, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members

From: Ron Moorse, City Administrator

Date: April 10, 2020

Re: 2020 Pay Adjustments

General Pay Adjustments

The annual pay adjustments for City staff are generally based on the level of pay adjustments being provided by other cities in the metro area, to enable Afton's pay levels to remain competitive with other cities. Staff has obtained survey information regarding 2020 pay adjustments in the metro area. The information, which is summarized below, indicates that the majority of cities are providing pay adjustments of 3.0%. The full range of adjustments runs from 2.75% to 3.0%.

Survey of Metro Area City Pay Adjustments for 2020

<u>% Adjustment</u>	<u>Number of Cities</u>
2.75%	2
3.0%	15
Range:	2.75 – 3.0%
Average:	2.86%
Mode:	3.0%

The survey results indicate a pay adjustment of 3.0% is appropriate. It is recommended that a pay adjustment of 3.0% be provided to the City Clerk, the Office Assistant, the Public Works Supervisor and seasonal staff, and that the pay adjustments be made effective as of March 1, 2020.

City Administrator Pay Adjustment

The City Administrator's pay adjustment for 2020 will be determined in July.

Council Action Requested

Motion regarding a pay adjustment of 3.0% for 2020, effective March 1, 2020, for the City Clerk, Office Assistant, Public Works Supervisor and seasonal staff.

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

Meeting Date April 21, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members

From: Ron Moose, City Administrator

Date: April 14, 2020

Re: DNR Flood Hazard Mitigation Grant Additional Funding – **Resolution 2020-23**

The DNR has agreed to provide additional funding, in the amount of \$300,000, for the City's levee upgrade project through its Flood Hazard Mitigation Grant agreement with the City. The additional funding will reimburse the City for the placement of rip rap on the river side of the levee to prevent erosion during high water, and will reimburse the City for remaining project construction costs including the final payout of retainage to the general contractor. The additional funding requires a resolution from the City to authorize the City to apply to the Department of Natural Resources for additional funding to complete the project, and to enable an amendment to the grant agreement to reflect the additional funding. The resolution is attached for the Council's consideration.

COUNCIL ACTION REQUESTED:

Motion regarding the adoption of resolution 2020-23 to authorize the City to apply to the Department of Natural Resources for additional funding to complete the levee upgrade project.

Resolution No. 2020-23
For Flood Hazard Mitigation Grant Funding
Assistance to City of Afton, Flood Hazard Mitigation Project

BE IT RESOLVED that City of Afton, hereinafter referred to as the “Grantee” acting as legal sponsor
(L.G.U.)
for the flood risk reduction project or phase described in the State of Minnesota Flood Hazard Mitigation Grant #3000006474, dated 10/24/2011, is hereby authorized to apply to the Department of Natural Resources for additional funding to complete this project or phase.

BE IT FURTHER RESOLVED that the Grantee has the legal authority and the institutional, administrative, and managerial capability to ensure adequate acquisition, construction, maintenance and protection of the proposed project or phase.

BE IT FURTHER RESOLVED that the Grantee hereby pledges to complete the project or phase if it exceeds the total funding provided by the Department of Natural Resources and the required local match.

BE IT FURTHER RESOLVED that upon approval of its request by the state, the Grantee will enter into an amended agreement with the State of Minnesota for the above- references project or phase, and that the Grantee certifies that it will comply with all applicable laws and regulations as stated in the amended contract agreement.

NOW, THEREFORE BE IT RESOLVED that the Afton City Administrator is hereby authorized to execute such
(Title of Authorized Official)
agreements as are necessary to implement the project or phase on behalf of the Grantee.

I CERTIFY THAT the above resolution was adopted by the City of Afton
on April 21, 2020.
(Date)

SIGNED:

(Signature)

(Title)

(Date)

WITNESSED:

(Signature)

(Title)

(Date)

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

Meeting Date April 21, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorse, City Administrator
Date: April 14, 2020
Re: Seasonal Maintenance Staff Hiring

Staff is recommending that two seasonal maintenance staff be hired to provide necessary maintenance of parks and trail areas, the levee and the City Hall, as well as to address other parks and public works maintenance needs during the spring and summer. It is recommended that Cole Cernohous, who has previously served as a seasonal maintenance worker for the City, be hired for the 2020 season. In addition, it is recommended that Mason Thomas be hired as the second seasonal maintenance worker. The application for Mason Thomas is being provided separate from the public Council packet, due to confidentiality requirements.

It is recommended that both Cole Cernohous and Mason Thomas begin work in early May and that their pay rate be set at \$15.00 per hour.

COUNCIL ACTION REQUESTED:

Motion regarding the hiring of Cole Cernohous and Mason Thomas as seasonal maintenance workers for the 2020 season at a pay rate of \$15.00 per hour.

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

Meeting Date April 21, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorse, City Administrator
Date: April 14, 2020
Re: Costs to Open Putnam Boulevard Bridge to Pedestrian Traffic

The Council has authorized the Putnam Boulevard bridge over Valley Creek to be opened to pedestrian traffic. This requires the construction of a fence four feet in height as a safety barrier on each side of the pedestrian trail on the bridge. It also requires the relocation of the jersey barriers at the entrances to the bridge to allow pedestrians to access the bridge but to prohibit motorized vehicles.

While a chain link fence was initially proposed along each side of the pedestrian trail on the bridge, the bridge is too long to enable a fence with only a post at each end, and it is not possible to anchor a post to the bridge deck. For this reason, it is proposed that a wooden fence/railing, similar to the railing on the pedestrian bridge over Valley Creek just north of City Hall, be constructed in the area of the existing guardrail along the edges of the bridge. Tri County has provided a not-to-exceed price quote of \$4,000 to construct the fence/railing and to relocate the jersey barriers. The cost could be funded from the Park Dedication Fund.

COUNCIL ACTION REQUESTED:

Motion regarding the approval of the work necessary to enable the Putnam Boulevard bridge to be opened to pedestrian traffic, at a cost not-to-exceed \$4,000, to be funded from the Park Dedication Fund.

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

Meeting Date April 21, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorse, City Administrator
Date: April 15, 2020
Re: Barbed Wire Fence Restrictions

The City Code does not currently have regulations regarding barbed wire fences, with the exception that fences on commercial and industrial property may be erected on the lot line to a height of eight feet with a security arm for barbed wire. The fence ordinance does not currently include any specific prohibitions on barbed wire fencing. While barbed wire fencing may be necessary for security on commercial and industrial property and for securing livestock as part of an agricultural use, it is not necessary and can be dangerous on residential properties. Staff is recommending an ordinance amendment that would prohibit barbed wire fencing in the City, with the exception of security fencing for commercial and industrial properties and for properties used for agriculture with substantial livestock. Staff is requesting authorization from the Council to draft an ordinance amendment to reflect these restrictions on the use of barbed wire fencing.

COUNCIL ACTION REQUESTED:

Motion regarding authorizing staff to draft an ordinance amendment to restrict the use of barbed wire as indicated in the memo above.

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

Meeting Date April 21, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members

From: Ron Moorse, City Administrator

Date: April 15, 2020

Re: Hiring for Office Assistant Position

Deb Meade, who has served as Office Assistant since 2015, has submitted her resignation effective May 14. A hiring process for the Office Assistant position will need to be started.. The first step will be to review the City's current needs and ensure the Office Assistant position description and qualifications are up to date and match current needs. Secondly, a hiring process and timeline that reflect the Covid-19 situation will need to be determined.

COUNCIL ACTION REQUESTED:

Motion regarding authorizing staff to begin a hiring process for the Office Assistant position.



Memorandum

To: Honorable Mayor and City Council, City of Afton

From: Nick Guilliams, City Engineer

Date: April 21, 2020

Re: April Engineering Staff Report

1. Award of Construction Contract – 2020 Pavement Improvement Project

Bids were received for the 2020 Pavement Improvement Project on April 1, 2020. Five bids were received and came in less than engineer's estimate. Attached is the bid tabulation and resolution that breaks down the base bid and additive alternate costs.

Action: Consider adoption of resolution 2020-24 awarding a construction contract for the Base Bid only to OMG Midwest, Inc. in the amount of \$594,418.95.

2. Proposal for Construction Services – River Road Sanitary Sewer Improvements

The River Road sanitary sewer project was awarded to Geislinger and Sons, Inc. at the March 17, 2020 City Council meeting in the amount of \$344,150. Construction is scheduled to begin on April 20, 2020. WSB is requesting approval of a proposal to perform construction administration and observation for this project as outlined in the attached letter proposal.

Action: Consider approval of proposal from WSB to perform construction administration and observation for the River Road Sanitary Sewer Project in the amount of \$23,671.

3. Proposal for Construction Services – 2020 Pavement Improvement Project

Pending award of this project at April 21, 2020 City Council Meeting, WSB is requesting approval of a proposal to perform construction administration and observation for this project as outlined in the attached letter proposal.

Action: Consider approval of proposal from WSB to perform construction administration and observation for the 2020 Pavement Improvement Project in the amount of \$58,818.

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



April 21, 2020

Honorable Mayor and City Council
City of Afton
3033 St. Croix Trail South
Afton, MN 55001

Re: 2020 Pavement Improvement Project
City of Afton, MN
WSB Project No. 014501-000

Dear Mayor and Council Members:

Bids were received for the above-referenced project on Wednesday, April 1, 2020, and were opened and read aloud. Five bids were received. The bids were checked for mathematical accuracy. Please find enclosed the bid summary indicating the low bid as submitted by OMG Midwest, Inc., Rogers, Minnesota in the amounts shown below:

	BASE BID	ALT 1	ALT 2	ALT 3	BASE BID & ALTs
OMG Midwest, Inc	\$594,418.95	\$331,081.79	\$278,398.71	\$207,743.96	\$1,411,643.41
Engineer's Estimate	\$679,090.00	\$359,434.00	\$361,165.00	\$244,180.00	\$1,643,869.00

The Base Bid is for Division Street and 30th Street Improvements. Alternate 1 is for Culvert Improvements on 30th Street. Alternate 2 is for 8th Street and 8th Court Surface Improvements. Alternate 3 is for Pasture Ridge Road and Paradox End Avenue Surface Improvements.

We recommend that the City Council consider these bids and award a contract for the Base Bid in the amount of \$594,418.95 to OMG Midwest, Inc. based on the results of the bids received.

Sincerely,

WSB

Nick Guilliams, PE
Sr. Project Manager

Attachments

kkp

178 E 9TH STREET | SUITE 200 | SAINT PAUL, MN | 55101 | 651.286.8450 | WSBENG.COM

RESOLUTION 2020-24

CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

**RESOLUTION ACCEPTING BIDS, AND AWARDING A CONSTRUCTION CONTRACT FOR THE
2020 PAVEMENT IMPROVEMENT PROJECT**

WHEREAS, pursuant to an advertisement for bids for the construction of the 2020 Pavement Improvement Project, bids were received, opened and tabulated according to law, and the following bids were received complying with the advertisement:

Contractor	BASE BID	Alt. No. 1 (30th Culvert)	Alt. No. 2 (8th Street and 8th Court)	Alt. No. 3 (Pasture Ridge and Paradox.)	Base Bid plus All Alternates 1, 2, and 3	Base Bid Plus Alt. No. 1	Base Bid Plus Alt. No. 1 & 3
OMG Midwest	\$594,418.95	\$331,081.79	\$278,398.71	\$207,743.96	\$1,411,643.41	\$925,500.74	\$802,162.91
Park Construction Company	\$610,343.30	\$311,300.80	\$337,974.85	\$230,985.00	\$1,490,603.95	\$921,644.10	\$841,328.30
Valley Paving, Inc.	\$613,665.20	\$225,430.00	\$316,080.30	\$213,309.50	\$1,368,485.00	\$839,095.20	\$826,974.70
Bituminous Roadways, Inc.	\$643,445.60	\$377,356.40	\$346,246.00	\$235,395.60	\$1,602,443.60	\$1,020,802.00	\$878,841.20
Meyer Contracting, Inc.	\$657,462.79	\$368,288.04	\$348,525.42	\$252,886.34	\$1,627,162.59	\$1,025,750.83	\$910,349.13
Engineer's Opinion of Cost	\$679,000.00	\$359,434.00	\$361,165.00	\$244,180.00	\$1,643,869.00	\$1,038,434.00	\$923,180.00

WHEREAS, it appears that OMG Midwest is the lowest responsible bidder when Council awards the Base Bid.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Afton:

1. The Mayor and Clerk are hereby authorized and directed to enter into a contract with OMG Midwest, in the name of the City of Afton for the construction of the 2020 Pavement Improvement Project according to the plans and specifications approved by the City Council and on file in the office of the City Clerk.
- 2.
3. The City Administrator is hereby authorized and directed to return forthwith to all bidder the Bid Bonds made with their bids, except that the deposits of the successful bidder and the next two lowest bidders shall be retained until a contract has been signed.

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

SIGNED:

Bill Palmquist, Mayor

ATTEST:

Ronald J. Moore, City Administrator

Bid Tabulation

2020 Pavement Improvement Project (#6579321)
 City of Afton, MN
 WSB Project No. 014501-000
 Bid Date: 04/01/2020 10:00 AM CDT



■ DENOTES CORRECTED FIGURE

Line #	Item #	Item Description	Units	Engineer Estimate		OMG Midwest Inc. dba Minnesota Paving & Materials		Park Construction Company		Valley Paving, Inc		
				Quantity	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
Schedule A. Surface Improvements												
1	2021.501	MOBILIZATION	LS	1	\$42,000.00	\$42,000.00	\$40,000.00	\$40,000.00	\$31,200.00	\$31,200.00	\$40,000.00	\$40,000.00
2	2101.505	CLEARING	ACRE	0.4	\$10,000.00	\$4,000.00	\$12,034.47	\$4,813.79	\$12,100.00	\$4,840.00	\$11,000.00	\$4,400.00
3	2101.505	GRUBBING	ACRE	0.4	\$10,000.00	\$4,000.00	\$2,507.18	\$1,002.87	\$2,530.00	\$1,012.00	\$2,800.00	\$1,120.00
4	2104.502	REMOVE SIGN	EACH	14	\$50.00	\$700.00	\$45.13	\$631.82	\$45.50	\$637.00	\$53.00	\$742.00
5	2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	L F	168	\$3.00	\$504.00	\$4.75	\$798.00	\$2.50	\$420.00	\$5.00	\$840.00
6	2104.503	REMOVE CURB & GUTTER	L F	80	\$5.00	\$400.00	\$8.81	\$704.80	\$21.20	\$1,696.00	\$12.00	\$960.00
7	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	S Y	300	\$7.00	\$2,100.00	\$5.00	\$1,500.00	\$16.40	\$4,920.00	\$14.50	\$4,350.00
8	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	S Y	300	\$6.00	\$1,800.00	\$5.00	\$1,500.00	\$12.30	\$3,690.00	\$9.50	\$2,850.00
9	2106.507	EXCAVATION - COMMON	C Y	419	\$16.00	\$6,704.00	\$10.00	\$4,190.00	\$31.90	\$13,366.10	\$39.00	\$16,341.00
10	2118.507	AGGREGATE SURFACING (CV) CLASS 7	C Y	58	\$30.00	\$1,740.00	\$75.78	\$4,395.24	\$104.00	\$6,032.00	\$69.00	\$4,002.00
11	2123.61	STREET SWEEPER (WITH PICKUP BROOM)	HOOR	20	\$200.00	\$4,000.00	\$150.00	\$3,000.00	\$152.00	\$3,040.00	\$1.00	\$20.00
12	2130.523	WATER	MGAL	20	\$200.00	\$4,000.00	\$58.94	\$1,178.80	\$25.80	\$516.00	\$50.00	\$1,000.00
13	2211.507	AGGREGATE BASE (CV) CLASS 5	C Y	1396	\$30.00	\$41,880.00	\$10.00	\$13,960.00	\$25.60	\$35,737.60	\$16.00	\$22,336.00
14	2215.504	FULL DEPTH RECLAMATION	S Y	26383	\$2.00	\$52,766.00	\$4.25	\$112,127.75	\$2.15	\$56,723.45	\$2.40	\$63,319.20
15	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	1257	\$3.00	\$3,771.00	\$1.60	\$2,011.20	\$2.90	\$3,645.30	\$2.00	\$2,514.00
16	2360.504	TYPE SP 9.5 WEAR CRS MIX (2,C) 3.0" THICK	S Y	300	\$50.00	\$15,000.00	\$10.00	\$3,000.00	\$30.70	\$9,210.00	\$30.00	\$9,000.00
17	2360.509	TYPE SP 12.5 WEARING COURSE MIX (2;C)	TON	2130	\$78.00	\$166,140.00	\$73.00	\$155,490.00	\$65.50	\$139,515.00	\$68.50	\$145,905.00
18	2360.509	TYPE SP 12.5 NON WEAR COURSE MIX (2;C)	TON	2840	\$75.00	\$213,000.00	\$70.25	\$199,510.00	\$67.60	\$191,984.00	\$70.00	\$198,800.00
19	2506.502	ADJUST FRAME & RING CASTING	EACH	5	\$650.00	\$3,250.00	\$525.49	\$2,627.45	\$943.00	\$4,715.00	\$950.00	\$4,750.00
20	2531.503	CONCRETE CURB & GUTTER DESIGN B612	L F	80	\$30.00	\$2,400.00	\$40.11	\$3,208.80	\$40.40	\$3,232.00	\$35.00	\$2,800.00
21	2531.504	6" CONCRETE DRIVEWAY PAVEMENT	S Y	300	\$65.00	\$19,500.00	\$10.00	\$3,000.00	\$95.50	\$28,650.00	\$75.00	\$22,500.00
22	2540.602	MAIL BOX	EACH	5	\$100.00	\$500.00	\$25.07	\$125.35	\$25.30	\$126.50	\$27.00	\$135.00
23	2540.602	MAIL BOX SUPPORT	EACH	5	\$50.00	\$250.00	\$100.29	\$501.45	\$101.00	\$505.00	\$106.00	\$530.00
24	2540.602	TEMPORARY MAIL BOX	EACH	11	\$50.00	\$550.00	\$35.10	\$386.10	\$35.40	\$389.40	\$38.00	\$418.00
25	2563.601	TRAFFIC CONTROL	LS	1	\$5,000.00	\$5,000.00	\$10,000.00	\$10,000.00	\$1,920.00	\$1,920.00	\$3,500.00	\$3,500.00
26	2564.518	SIGN PANELS TYPE C	S F	40	\$50.00	\$2,000.00	\$60.17	\$2,406.80	\$60.60	\$2,424.00	\$64.00	\$2,560.00
27	2564.602	SIGN PANELS TYPE SPECIAL	EACH	4	\$100.00	\$400.00	\$300.86	\$1,203.44	\$303.00	\$1,212.00	\$600.00	\$2,400.00
28	2573.501	STORM DRAIN INLET PROTECTION	LS	1	\$150.00	\$150.00	\$1,000.00	\$1,000.00	\$148.00	\$148.00	\$1.00	\$1.00
29	2573.501	STABILIZED CONSTRUCTION EXIT	LS	1	\$2,000.00	\$2,000.00	\$0.01	\$0.01	\$505.00	\$505.00	\$1.00	\$1.00
30	2573.503	SILT FENCE; TYPE MS	L F	4000	\$5.00	\$20,000.00	\$0.75	\$3,000.00	\$2.00	\$8,000.00	\$1.80	\$7,200.00
31	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	L F	4000	\$5.00	\$20,000.00	\$0.75	\$3,000.00	\$3.05	\$12,200.00	\$3.25	\$13,000.00
32	2574.507	COMMON TOPSOIL BORROW	C Y	459	\$15.00	\$6,885.00	\$15.00	\$6,885.00	\$45.20	\$20,746.80	\$47.00	\$21,573.00
33	2575.504	RAPID STABILIZATION METHOD 4	S Y	4128	\$5.00	\$20,640.00	\$1.00	\$4,128.00	\$2.00	\$8,256.00	\$2.00	\$8,256.00
34	2575.508	SEED MIXTURE 25-121	LB	103	\$20.00	\$2,060.00	\$3.76	\$387.28	\$4.05	\$417.15	\$4.00	\$412.00
35	2575.605	SEEDING SPECIAL	ACRE	0.9	\$10,000.00	\$9,000.00	\$3,050.00	\$2,745.00	\$9,680.00	\$8,712.00	\$5,700.00	\$5,130.00
Total Schedule A. Surface Improvements						\$679,090.00	\$594,418.95	\$610,343.30	\$613,665.20			
Alternate 1. Culvert Improvements												
36	2021.501	MOBILIZATION	LS	1	\$18,000.00	\$18,000.00	\$25,500.00	\$25,500.00	\$16,800.00	\$16,800.00	\$12,000.00	\$12,000.00
37	2101.505	CLEARING	ACRE	0.1	\$20,000.00	\$2,000.00	\$25,070.20	\$2,507.02	\$25,300.00	\$2,530.00	\$11,000.00	\$1,100.00
38	2101.505	GRUBBING	ACRE	0.1	\$20,000.00	\$2,000.00	\$5,014.36	\$501.44	\$5,050.00	\$505.00	\$2,800.00	\$280.00
39	2104.501	REMOVE BOX CULVERT & END	LS	1	\$5,000.00	\$5,000.00	\$70,000.00	\$70,000.00	\$14,600.00	\$14,600.00	\$25,000.00	\$25,000.00
40	2104.503	REMOVE RETAINING WALL	LS	1	\$14,000.00	\$14,000.00	\$15,000.00	\$15,000.00	\$3,910.00	\$3,910.00	\$19,000.00	\$19,000.00
41	2104.503	REMOVE GUARDRAIL-PLATE BEAM	L F	360	\$50.00	\$18,000.00	\$7.50	\$2,700.00	\$6.30	\$2,268.00	\$6.00	\$2,160.00

Bid Tabulation

2020 Pavement Improvement Project (#6579321)
 City of Afton, MN
 WSB Project No. 014501-000
 Bid Date: 04/01/2020 10:00 AM CDT



■ DENOTES CORRECTED FIGURE

Line #	Item #	Item Description	Units	Engineer Estimate		OMG Midwest Inc. dba Minnesota Paving & Materials		Park Construction Company		Valley Paving, Inc		
				Quantity	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
42	2123.51	COMMON LABORERS	HOUR	5	\$750.00	\$3,750.00	\$75.14	\$375.70	\$78.20	\$391.00	\$80.00	\$400.00
43	2412.502	INSTALL 7X6 PRECAST CONCRETE BOX CULVERT E	EACH	1	\$2,500.00	\$2,500.00	\$6,000.00	\$6,000.00	\$10,500.00	\$10,500.00	\$4,600.00	\$4,600.00
44	2412.503	INSTALL 7X6 PRECAST CONCRETE BOX CULVERT	L F	36	\$250.00	\$9,000.00	\$700.00	\$25,200.00	\$1,880.00	\$67,680.00	\$360.00	\$12,960.00
45	2412.503	7X6 PRECAST CONCRETE BOX CULVERT	L F	44	\$500.00	\$22,000.00	\$1,600.00	\$70,400.00	\$2,270.00	\$99,880.00	\$950.00	\$41,800.00
46	2411.501	CONCRETE RETAINING WALL	L S	1	\$150,000.00	\$150,000.00	\$55,000.00	\$55,000.00	\$23,700.00	\$23,700.00	\$39,000.00	\$39,000.00
47	2451.507	GRANULAR BACKFILL (CV)	C Y	188	\$45.00	\$8,460.00	\$40.50	\$7,614.00	\$38.40	\$7,219.20	\$40.00	\$7,520.00
48	2511.507	RANDOM RIPRAP CLASS III	C Y	272	\$150.00	\$40,800.00	\$70.00	\$19,040.00	\$90.90	\$24,724.80	\$106.00	\$28,832.00
49	2554.502	END TREATMENT-ENERGY ABSORBING TERMINAL	EACH	4	\$1,500.00	\$6,000.00	\$3,000.00	\$12,000.00	\$3,760.00	\$15,040.00	\$2,900.00	\$11,600.00
50	2554.503	TRAFFIC BARRIER DESIGN B8338	L F	464	\$100.00	\$46,400.00	\$20.50	\$9,512.00	\$26.80	\$12,435.20	\$22.00	\$10,208.00
51	2563.601	TRAFFIC CONTROL	LS	1	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$758.00	\$758.00	\$1,000.00	\$1,000.00
52	2573.503	SILT FENCE; TYPE MS	L F	200	\$2.00	\$400.00	\$1.00	\$200.00	\$2.80	\$560.00	\$1.80	\$360.00
53	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	L F	200	\$2.00	\$400.00	\$1.00	\$200.00	\$3.55	\$710.00	\$4.00	\$800.00
54	2574.507	COMMON TOPSOIL BORROW	C Y	100	\$16.00	\$1,600.00	\$29.37	\$2,937.00	\$46.20	\$4,620.00	\$47.00	\$4,700.00
55	2575.504	RAPID STABILIZATION METHOD 4	S Y	484	\$6.00	\$2,904.00	\$1.00	\$484.00	\$2.00	\$968.00	\$2.00	\$968.00
56	2575.506	SEED MIXTURE 33-261	LB	22	\$10.00	\$220.00	\$24.07	\$529.54	\$23.80	\$523.60	\$26.00	\$572.00
57	2575.605	SEEDING SPECIAL	ACRE	0.1	\$10,000.00	\$1,000.00	\$3,810.92	\$381.09	\$9,780.00	\$978.00	\$5,700.00	\$570.00
Total Alternate 1. Culvert Improvements						\$359,434.00		\$331,081.79		\$311,300.80		\$225,430.00
Alternate 2. Surface Improvements												
58	2021.501	MOBILIZATION	LS	1	\$21,000.00	\$21,000.00	\$15,000.00	\$15,000.00	\$19,500.00	\$19,500.00	\$8,000.00	\$8,000.00
59	2101.505	CLEARING	ACRE	0.2	\$10,000.00	\$2,000.00	\$15,043.09	\$3,008.62	\$15,200.00	\$3,040.00	\$11,000.00	\$2,200.00
60	2101.505	GRUBBING	ACRE	0.2	\$10,000.00	\$2,000.00	\$5,014.36	\$1,002.87	\$5,050.00	\$1,010.00	\$2,800.00	\$560.00
61	2104.502	REMOVE SIGN	EACH	7	\$50.00	\$350.00	\$45.13	\$315.91	\$45.50	\$318.50	\$53.00	\$371.00
62	2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	L F	99	\$3.00	\$297.00	\$4.75	\$470.25	\$2.50	\$247.50	\$5.00	\$495.00
63	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	S Y	500	\$7.00	\$3,500.00	\$5.00	\$2,500.00	\$16.40	\$8,200.00	\$14.50	\$7,250.00
64	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	S Y	500	\$6.00	\$3,000.00	\$5.00	\$2,500.00	\$12.30	\$6,150.00	\$9.50	\$4,750.00
65	2106.507	EXCAVATION - COMMON	C Y	191	\$16.00	\$3,056.00	\$10.00	\$1,910.00	\$34.60	\$6,608.60	\$39.00	\$7,449.00
66	2118.507	AGGREGATE SURFACING (CV) CLASS 7	C Y	25	\$30.00	\$750.00	\$64.97	\$1,624.25	\$87.10	\$2,177.50	\$80.00	\$2,000.00
67	2123.61	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	10	\$200.00	\$2,000.00	\$150.00	\$1,500.00	\$152.00	\$1,520.00	\$1.00	\$10.00
68	2130.523	WATER	M GAL	10	\$200.00	\$2,000.00	\$58.94	\$589.40	\$25.80	\$258.00	\$50.00	\$500.00
69	2211.507	AGGREGATE BASE (CV) CLASS 5	C Y	635	\$30.00	\$19,050.00	\$10.00	\$6,350.00	\$25.60	\$16,256.00	\$16.00	\$10,160.00
70	2215.504	FULL DEPTH RECLAMATION	S Y	11997	\$2.00	\$23,994.00	\$4.25	\$50,987.25	\$2.15	\$25,793.55	\$2.40	\$28,792.80
71	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	572	\$3.00	\$1,716.00	\$1.60	\$915.20	\$2.90	\$1,658.80	\$2.00	\$1,144.00
72	2360.504	TYPE SP 9.5 WEAR CRS MIX (2,C) 3.0" THICK	S Y	500	\$50.00	\$25,000.00	\$20.00	\$10,000.00	\$30.70	\$15,350.00	\$30.00	\$15,000.00
73	2360.509	TYPE SP 12.5 WEARING COURSE MIX (2,C)	TON	969	\$78.00	\$75,582.00	\$71.75	\$69,525.75	\$65.30	\$63,275.70	\$69.50	\$67,345.50
74	2360.509	TYPE SP 12.5 NON WEAR COURSE MIX (2,C)	TON	1292	\$75.00	\$96,900.00	\$68.00	\$87,856.00	\$67.40	\$87,080.80	\$71.00	\$91,732.00
75	2531.504	6" CONCRETE DRIVEWAY PAVEMENT	S Y	500	\$65.00	\$32,500.00	\$10.00	\$5,000.00	\$95.50	\$47,750.00	\$75.00	\$37,500.00
76	2540.602	MAIL BOX	EACH	3	\$100.00	\$300.00	\$25.07	\$75.21	\$25.30	\$75.90	\$27.00	\$81.00
77	2540.602	MAIL BOX SUPPORT	EACH	3	\$50.00	\$150.00	\$100.29	\$300.87	\$101.00	\$303.00	\$106.00	\$318.00
78	2540.602	TEMPORARY MAIL BOX	EACH	14	\$50.00	\$700.00	\$35.10	\$491.40	\$35.40	\$495.60	\$38.00	\$532.00
79	2563.601	TRAFFIC CONTROL	LS	1	\$5,000.00	\$5,000.00	\$4,000.00	\$4,000.00	\$1,260.00	\$1,260.00	\$1,200.00	\$1,200.00
80	2564.518	SIGN PANELS TYPE C	S F	25	\$50.00	\$1,250.00	\$60.17	\$1,504.25	\$60.60	\$1,515.00	\$64.00	\$1,600.00
81	2564.602	SIGN PANELS TYPE SPECIAL	EACH	3	\$100.00	\$300.00	\$300.86	\$902.58	\$303.00	\$909.00	\$600.00	\$1,800.00
82	2573.501	STORM DRAIN INLET PROTECTION	LS	1	\$150.00	\$150.00	\$1,000.00	\$1,000.00	\$147.00	\$147.00	\$1.00	\$1.00
83	2573.501	STABILIZED CONSTRUCTION EXIT	LS	1	\$2,000.00	\$2,000.00	\$0.01	\$0.01	\$505.00	\$505.00	\$1.00	\$1.00
84	2573.503	SILT FENCE; TYPE MS	L F	2000	\$5.00	\$10,000.00	\$0.75	\$1,500.00	\$2.00	\$4,000.00	\$1.80	\$3,600.00
85	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	L F	2000	\$5.00	\$10,000.00	\$0.75	\$1,500.00	\$3.05	\$6,100.00	\$3.25	\$6,500.00

Bid Tabulation

2020 Pavement Improvement Project (#6579321)
 City of Afton, MN
 WSB Project No. 014501-000
 Bid Date: 04/01/2020 10:00 AM CDT



■ DENOTES CORRECTED FIGURE

Line #	Item #	Item Description	Units	Quantity	Engineer Estimate		OMG Midwest Inc. dba Minnesota Paving & Materials		Park Construction Company		Valley Paving, Inc	
					Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
86	2574.507	COMMON TOPSOIL BORROW	C Y	196	\$15.00	\$2,940.00	\$15.00	\$2,940.00	\$45.20	\$8,859.20	\$47.00	\$9,212.00
87	2575.504	RAPID STABILIZATION METHOD 4	S Y	1760	\$5.00	\$8,800.00	\$1.00	\$1,760.00	\$2.00	\$3,520.00	\$2.00	\$3,520.00
88	2575.508	SEED MIXTURE 25-121	LB	44	\$20.00	\$880.00	\$3.76	\$165.44	\$4.05	\$178.20	\$4.00	\$176.00
89	2575.605	SEEDING SPECIAL	ACRE	0.4	\$10,000.00	\$4,000.00	\$3,008.62	\$1,203.45	\$9,780.00	\$3,912.00	\$5,700.00	\$2,280.00
Total Alternate 2. Surface Improvements						\$361,165.00	\$278,398.71		\$337,974.85		\$316,080.30	
Alternate 3. Surface Improvements												
90	2021.501	MOBILIZATION	LS	1	\$15,000.00	\$15,000.00	\$12,000.00	\$12,000.00	\$17,000.00	\$17,000.00	\$8,000.00	\$8,000.00
91	2101.505	CLEARING	ACRE	0.1	\$10,000.00	\$1,000.00	\$25,071.82	\$2,507.18	\$25,300.00	\$2,530.00	\$11,000.00	\$1,100.00
92	2101.505	GRUBBING	ACRE	0.1	\$10,000.00	\$1,000.00	\$5,014.36	\$501.44	\$5,050.00	\$505.00	\$2,800.00	\$280.00
93	2104.502	REMOVE SIGN	EACH	3	\$50.00	\$150.00	\$45.13	\$135.39	\$45.50	\$136.50	\$53.00	\$159.00
94	2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	LF	71	\$3.00	\$213.00	\$4.75	\$337.25	\$2.50	\$177.50	\$5.00	\$355.00
95	2104.503	REMOVE CURB & GUTTER	LF	40	\$5.00	\$200.00	\$8.81	\$352.40	\$21.20	\$848.00	\$12.00	\$480.00
96	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	S Y	200	\$7.00	\$1,400.00	\$5.00	\$1,000.00	\$16.40	\$3,280.00	\$14.50	\$2,900.00
97	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	S Y	200	\$6.00	\$1,200.00	\$5.00	\$1,000.00	\$12.30	\$2,460.00	\$9.50	\$1,900.00
98	2106.507	EXCAVATION - COMMON	C Y	137	\$16.00	\$2,192.00	\$10.00	\$1,370.00	\$34.60	\$4,740.20	\$39.00	\$5,343.00
99	2118.507	AGGREGATE SURFACING (CV) CLASS 7	C Y	16	\$30.00	\$480.00	\$64.97	\$1,039.52	\$97.30	\$1,556.80	\$63.00	\$1,008.00
100	2123.61	STREET SWEEPER (WITH PICKUP BROOM)	HOURL	20	\$200.00	\$4,000.00	\$158.45	\$3,169.00	\$152.00	\$3,040.00	\$1.00	\$20.00
101	2130.523	WATER	MGAL	20	\$200.00	\$4,000.00	\$58.94	\$1,178.80	\$25.80	\$516.00	\$50.00	\$1,000.00
102	2211.507	AGGREGATE BASE (CV) CLASS 5	C Y	454	\$30.00	\$13,620.00	\$10.00	\$4,540.00	\$25.80	\$11,713.20	\$16.00	\$7,264.00
103	2215.504	FULL DEPTH RECLAMATION	S Y	8577	\$2.00	\$17,154.00	\$4.25	\$36,452.25	\$2.15	\$18,440.55	\$2.50	\$21,442.50
104	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	409	\$3.00	\$1,227.00	\$1.60	\$654.40	\$2.90	\$1,186.10	\$2.00	\$818.00
105	2360.504	TYPE SP 9.5 WEAR CRS MIX (2,C) 3.0" THICK	S Y	200	\$50.00	\$10,000.00	\$20.00	\$4,000.00	\$30.70	\$6,140.00	\$30.00	\$6,000.00
106	2360.509	TYPE SP 12.5 WEARING COURSE MIX (2;C)	TON	693	\$78.00	\$54,054.00	\$75.00	\$51,975.00	\$67.70	\$46,916.10	\$71.00	\$49,203.00
107	2360.509	TYPE SP 12.5 NON WEAR COURSE MIX (2;C)	TON	924	\$75.00	\$69,300.00	\$71.25	\$65,835.00	\$69.75	\$64,449.00	\$73.00	\$67,452.00
108	2506.502	ADJUST FRAME & RING CASTING	EACH	5	\$650.00	\$3,250.00	\$525.49	\$2,627.45	\$943.00	\$4,715.00	\$950.00	\$4,750.00
109	2531.503	CONCRETE CURB & GUTTER DESIGN B612	LF	40	\$30.00	\$1,200.00	\$40.11	\$1,604.40	\$40.40	\$1,616.00	\$35.00	\$1,400.00
110	2531.504	6" CONCRETE DRIVEWAY PAVEMENT	S Y	200	\$65.00	\$13,000.00	\$10.00	\$2,000.00	\$95.50	\$19,100.00	\$70.00	\$14,000.00
111	2540.602	MAIL BOX	EACH	6	\$100.00	\$600.00	\$25.07	\$150.42	\$25.30	\$151.80	\$27.00	\$162.00
112	2540.602	MAIL BOX SUPPORT	EACH	6	\$50.00	\$300.00	\$100.29	\$601.74	\$101.00	\$606.00	\$106.00	\$636.00
113	2540.602	TEMPORARY MAIL BOX	EACH	6	\$50.00	\$300.00	\$35.10	\$210.60	\$35.40	\$212.40	\$38.00	\$228.00
114	2563.601	TRAFFIC CONTROL	LS	1	\$5,000.00	\$5,000.00	\$4,000.00	\$4,000.00	\$960.00	\$960.00	\$1,000.00	\$1,000.00
115	2564.518	SIGN PANELS TYPE C	S F	20	\$50.00	\$1,000.00	\$60.17	\$1,203.40	\$60.60	\$1,212.00	\$64.00	\$1,280.00
116	2573.501	STORM DRAIN INLET PROTECTION	LS	1	\$150.00	\$150.00	\$1,000.00	\$1,000.00	\$148.00	\$148.00	\$1.00	\$1.00
117	2573.501	STABILIZED CONSTRUCTION EXIT	LS	1	\$2,000.00	\$2,000.00	\$0.01	\$0.01	\$505.00	\$505.00	\$1.00	\$1.00
118	2573.503	SILT FENCE; TYPE MS	LF	1000	\$5.00	\$5,000.00	\$1.00	\$1,000.00	\$2.00	\$2,000.00	\$1.80	\$1,800.00
119	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	LF	1000	\$5.00	\$5,000.00	\$1.00	\$1,000.00	\$3.05	\$3,050.00	\$3.25	\$3,250.00
120	2574.507	COMMON TOPSOIL BORROW	C Y	127	\$15.00	\$1,905.00	\$15.00	\$1,905.00	\$45.20	\$5,740.40	\$47.00	\$5,969.00
121	2575.504	RAPID STABILIZATION METHOD 4	S Y	1141	\$5.00	\$5,705.00	\$1.00	\$1,141.00	\$2.00	\$2,282.00	\$2.00	\$2,282.00
122	2575.508	SEED MIXTURE 25-121	LB	29	\$20.00	\$580.00	\$3.76	\$109.04	\$4.05	\$117.45	\$4.00	\$116.00
123	2575.605	SEEDING SPECIAL	ACRE	0.3	\$10,000.00	\$3,000.00	\$3,810.92	\$1,143.28	\$9,780.00	\$2,934.00	\$5,700.00	\$1,710.00
Total Alternate 3. Surface Improvements						\$244,180.00	\$207,743.96		\$230,985.00		\$213,309.50	
Total Base Bid						\$679,090.00	\$594,418.95		\$610,343.30		\$613,665.20	
Total Alternate 1. Culvert Improvements						\$359,434.00	\$331,081.79		\$311,300.80		\$225,430.00	
Total Alternate 2. Surface Improvements						\$361,165.00	\$278,398.71		\$337,974.85		\$316,080.30	
Total Alternate 3. Surface Improvements						\$244,180.00	\$207,743.96		\$230,985.00		\$213,309.50	
GRAND TOTAL BID - Base Bid and all Alternates						\$1,643,869.00	\$1,411,643.41		\$1,490,603.95		\$1,368,485.00	

Bid Tabulation

2020 Pavement Improvement Project (#6579321)
 City of Afton, MN
 WSB Project No. 014501-000
 Bid Date: 04/01/2020 10:00 AM CDT



■ DENOTES CORRECTED FIGURE

Line #	Item #	Item Description	Units	Quantity	Engineer Estimate		Bituminous Roadways Inc.		Meyer Contracting Inc.	
					Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
Schedule A. Surface Improvements										
1	2021.501	MOBILIZATION	LS	1	\$42,000.00	\$42,000.00	\$33,414.00	\$33,414.00	\$33,000.00	\$33,000.00
2	2101.505	CLEARING	ACRE	0.4	\$10,000.00	\$4,000.00	\$13,261.00	\$5,304.40	\$12,000.00	\$4,800.00
3	2101.505	GRUBBING	ACRE	0.4	\$10,000.00	\$4,000.00	\$2,763.00	\$1,105.20	\$2,500.00	\$1,000.00
4	2104.502	REMOVE SIGN	EACH	14	\$50.00	\$700.00	\$50.00	\$700.00	\$40.00	\$560.00
5	2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	LF	168	\$3.00	\$504.00	\$7.10	\$1,192.80	\$2.25	\$378.00
6	2104.503	REMOVE CURB & GUTTER	LF	80	\$5.00	\$400.00	\$12.00	\$960.00	\$13.19	\$1,055.20
7	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	SY	300	\$7.00	\$2,100.00	\$3.30	\$990.00	\$7.66	\$2,298.00
8	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SY	300	\$6.00	\$1,800.00	\$7.70	\$2,310.00	\$3.19	\$957.00
9	2106.507	EXCAVATION - COMMON	CY	419	\$16.00	\$6,704.00	\$31.50	\$13,198.50	\$21.09	\$8,836.71
10	2118.507	AGGREGATE SURFACING (CV) CLASS 7	CY	58	\$30.00	\$1,740.00	\$90.50	\$5,249.00	\$97.25	\$5,640.50
11	2123.61	STREET SWEEPER (WITH PICKUP BROOM)	HOURL	20	\$200.00	\$4,000.00	\$182.00	\$3,640.00	\$150.00	\$3,000.00
12	2130.523	WATER	MGAL	20	\$200.00	\$4,000.00	\$133.00	\$2,660.00	\$72.49	\$1,449.80
13	2211.507	AGGREGATE BASE (CV) CLASS 5	CY	1396	\$30.00	\$41,880.00	\$58.00	\$80,968.00	\$35.97	\$50,214.12
14	2215.504	FULL DEPTH RECLAMATION	SY	26383	\$2.00	\$52,766.00	\$1.60	\$42,212.80	\$2.66	\$70,178.78
15	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	1257	\$3.00	\$3,771.00	\$3.40	\$4,273.80	\$3.40	\$4,273.80
16	2360.504	TYPE SP 9.5 WEAR CRS MIX (2,C) 3.0" THICK	SY	300	\$50.00	\$15,000.00	\$21.00	\$6,300.00	\$25.15	\$7,545.00
17	2360.509	TYPE SP 12.5 WEARING COURSE MIX (2;C)	TON	2130	\$78.00	\$166,140.00	\$70.50	\$150,165.00	\$70.50	\$150,165.00
18	2360.509	TYPE SP 12.5 NON WEAR COURSE MIX (2;C)	TON	2840	\$75.00	\$213,000.00	\$66.00	\$187,440.00	\$66.00	\$187,440.00
19	2506.502	ADJUST FRAME & RING CASTING	EACH	5	\$650.00	\$3,250.00	\$644.00	\$3,220.00	\$1,370.19	\$6,850.95
20	2531.503	CONCRETE CURB & GUTTER DESIGN B612	LF	80	\$30.00	\$2,400.00	\$41.50	\$3,320.00	\$40.72	\$3,257.60
21	2531.504	6" CONCRETE DRIVEWAY PAVEMENT	SY	300	\$65.00	\$19,500.00	\$80.00	\$24,000.00	\$72.11	\$21,633.00
22	2540.602	MAIL BOX	EACH	5	\$100.00	\$500.00	\$83.00	\$415.00	\$25.00	\$125.00
23	2540.602	MAIL BOX SUPPORT	EACH	5	\$50.00	\$250.00	\$138.00	\$690.00	\$100.00	\$500.00
24	2540.602	TEMPORARY MAIL BOX	EACH	11	\$50.00	\$550.00	\$66.50	\$731.50	\$35.00	\$385.00
25	2563.601	TRAFFIC CONTROL	LS	1	\$5,000.00	\$5,000.00	\$14,261.00	\$14,261.00	\$40,000.00	\$40,000.00
26	2564.518	SIGN PANELS TYPE C	SF	40	\$50.00	\$2,000.00	\$67.00	\$2,680.00	\$55.00	\$2,200.00
27	2564.602	SIGN PANELS TYPE SPECIAL	EACH	4	\$100.00	\$400.00	\$335.00	\$1,340.00	\$400.00	\$1,600.00
28	2573.501	STORM DRAIN INLET PROTECTION	LS	1	\$150.00	\$150.00	\$442.00	\$442.00	\$1,142.05	\$1,142.05
29	2573.501	STABILIZED CONSTRUCTION EXIT	LS	1	\$2,000.00	\$2,000.00	\$1,989.00	\$1,989.00	\$2,353.36	\$2,353.36
30	2573.503	SILT FENCE; TYPE MS	LF	4000	\$5.00	\$20,000.00	\$1.80	\$7,200.00	\$1.60	\$6,400.00
31	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	LF	4000	\$5.00	\$20,000.00	\$2.20	\$8,800.00	\$2.00	\$8,000.00
32	2574.507	COMMON TOPSOIL BORROW	CY	459	\$15.00	\$6,885.00	\$53.00	\$24,327.00	\$50.13	\$23,009.67
33	2575.504	RAPID STABILIZATION METHOD 4	SY	4128	\$5.00	\$20,640.00	\$1.10	\$4,540.80	\$1.00	\$4,128.00
34	2575.508	SEED MIXTURE 25-121	LB	103	\$20.00	\$2,060.00	\$4.10	\$422.30	\$3.75	\$386.25
35	2575.605	SEEDING SPECIAL	ACRE	0.9	\$10,000.00	\$9,000.00	\$3,315.00	\$2,983.50	\$3,000.00	\$2,700.00
Total Schedule A. Surface Improvements						\$679,090.00		\$643,445.60		\$657,462.79
Alternate 1. Culvert Improvements										
36	2021.501	MOBILIZATION	LS	1	\$18,000.00	\$18,000.00	\$32,399.00	\$32,399.00	\$19,170.62	\$19,170.62
37	2101.505	CLEARING	ACRE	0.1	\$20,000.00	\$2,000.00	\$27,626.00	\$2,762.60	\$25,000.00	\$2,500.00
38	2101.505	GRUBBING	ACRE	0.1	\$20,000.00	\$2,000.00	\$5,525.00	\$552.50	\$5,000.00	\$500.00
39	2104.501	REMOVE BOX CULVERT & END	LS	1	\$5,000.00	\$5,000.00	\$16,374.00	\$16,374.00	\$24,052.92	\$24,052.92
40	2104.503	REMOVE RETAINING WALL	LS	1	\$14,000.00	\$14,000.00	\$4,381.00	\$4,381.00	\$8,567.53	\$8,567.53
41	2104.503	REMOVE GUARDRAIL-PLATE BEAM	LF	360	\$50.00	\$18,000.00	\$5.50	\$1,980.00	\$5.00	\$1,800.00
42	2123.51	COMMON LABORERS	HOURL	5	\$750.00	\$3,750.00	\$76.00	\$380.00	\$218.54	\$1,092.70
43	2412.502	INSTALL 7X6 PRECAST CONCRETE BOX CULVERT EN	EACH	1	\$2,500.00	\$2,500.00	\$11,758.00	\$11,758.00	\$17,048.24	\$17,048.24
44	2412.503	INSTALL 7X6 PRECAST CONCRETE BOX CULVERT	LF	36	\$250.00	\$9,000.00	\$2,109.00	\$75,924.00	\$1,442.78	\$51,940.08
45	2412.503	7X6 PRECAST CONCRETE BOX CULVERT	LF	44	\$500.00	\$22,000.00	\$2,544.00	\$111,936.00	\$1,782.44	\$78,427.36
46	2411.501	CONCRETE RETAINING WALL	LS	1	\$150,000.00	\$150,000.00	\$46,314.00	\$46,314.00	\$66,986.75	\$66,986.75

Bid Tabulation

2020 Pavement Improvement Project (#6579321)
 City of Afton, MN
 WSB Project No. 014501-000
 Bid Date: 04/01/2020 10:00 AM CDT



■ DENOTES CORRECTED FIGURE

Line #	Item #	Item Description	Units	Quantity	Engineer Estimate		Bituminous Roadways Inc.		Meyer Contracting Inc.	
					Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
47	2451.507	GRANULAR BACKFILL (CV)	C Y	188	\$45.00	\$8,460.00	\$43.00	\$8,084.00	\$105.46	\$19,826.48
48	2511.507	RANDOM RIPRAP CLASS III	C Y	272	\$150.00	\$40,800.00	\$102.00	\$27,744.00	\$171.88	\$46,751.36
49	2554.502	END TREATMENT-ENERGY ABSORBING TERMINAL	EACH	4	\$1,500.00	\$6,000.00	\$2,984.00	\$11,936.00	\$2,700.00	\$10,800.00
50	2554.503	TRAFFIC BARRIER DESIGN B8338	L F	464	\$100.00	\$46,400.00	\$22.00	\$10,208.00	\$20.00	\$9,280.00
51	2563.601	TRAFFIC CONTROL	LS	1	\$5,000.00	\$5,000.00	\$6,908.00	\$6,908.00	\$1,000.00	\$1,000.00
52	2573.503	SILT FENCE; TYPE MS	L F	200	\$2.00	\$400.00	\$2.20	\$440.00	\$2.00	\$400.00
53	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	L F	200	\$2.00	\$400.00	\$2.20	\$440.00	\$2.00	\$400.00
54	2574.507	COMMON TOPSOIL BORROW	C Y	100	\$16.00	\$1,600.00	\$53.00	\$5,300.00	\$63.52	\$6,352.00
55	2575.504	RAPID STABILIZATION METHOD 4	S Y	484	\$6.00	\$2,904.00	\$1.10	\$532.40	\$1.00	\$484.00
56	2575.508	SEED MIXTURE 33-261	LB	22	\$10.00	\$220.00	\$26.50	\$583.00	\$24.00	\$528.00
57	2575.605	SEEDING SPECIAL	ACRE	0.1	\$10,000.00	\$1,000.00	\$4,199.00	\$419.90	\$3,800.00	\$380.00
Total Alternate 1. Culvert Improvements						\$359,434.00		\$377,356.40		\$368,288.04
Alternate 2. Surface Improvements										
58	2021.501	MOBILIZATION	LS	1	\$21,000.00	\$21,000.00	\$23,758.00	\$23,758.00	\$12,674.60	\$12,674.60
59	2101.505	CLEARING	ACRE	0.2	\$10,000.00	\$2,000.00	\$16,576.00	\$3,315.20	\$15,000.00	\$3,000.00
60	2101.505	GRUBBING	ACRE	0.2	\$10,000.00	\$2,000.00	\$5,525.00	\$1,105.00	\$5,000.00	\$1,000.00
61	2104.502	REMOVE SIGN	EACH	7	\$50.00	\$350.00	\$50.00	\$350.00	\$40.00	\$280.00
62	2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	L F	99	\$3.00	\$297.00	\$7.10	\$702.90	\$2.25	\$222.75
63	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	S Y	500	\$7.00	\$3,500.00	\$3.20	\$1,600.00	\$7.66	\$3,830.00
64	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	S Y	500	\$6.00	\$3,000.00	\$5.20	\$2,600.00	\$3.20	\$1,600.00
65	2106.507	EXCAVATION - COMMON	C Y	191	\$16.00	\$3,056.00	\$25.00	\$4,775.00	\$35.60	\$6,799.60
66	2118.507	AGGREGATE SURFACING (CV) CLASS 7	C Y	25	\$30.00	\$750.00	\$86.50	\$2,162.50	\$97.26	\$2,431.50
67	2123.61	STREET SWEEPER (WITH PICKUP BROOM)	HOURL	10	\$200.00	\$2,000.00	\$182.00	\$1,820.00	\$150.00	\$1,500.00
68	2130.523	WATER	M GAL	10	\$200.00	\$2,000.00	\$133.00	\$1,330.00	\$72.49	\$724.90
69	2211.507	AGGREGATE BASE (CV) CLASS 5	C Y	635	\$30.00	\$19,050.00	\$55.50	\$35,242.50	\$41.16	\$26,136.60
70	2215.504	FULL DEPTH RECLAMATION	S Y	11997	\$2.00	\$23,994.00	\$2.10	\$25,193.70	\$4.42	\$53,026.74
71	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	572	\$3.00	\$1,716.00	\$3.40	\$1,944.80	\$3.40	\$1,944.80
72	2360.504	TYPE SP 9.5 WEAR CRS MIX (2,C) 3.0" THICK	S Y	500	\$50.00	\$25,000.00	\$21.00	\$10,500.00	\$25.15	\$12,575.00
73	2360.509	TYPE SP 12.5 WEARING COURSE MIX (2;C)	TON	969	\$78.00	\$75,582.00	\$71.00	\$68,799.00	\$71.00	\$68,799.00
74	2360.509	TYPE SP 12.5 NON WEAR COURSE MIX (2;C)	TON	1292	\$75.00	\$96,900.00	\$67.00	\$86,564.00	\$67.00	\$86,564.00
75	2531.504	6" CONCRETE DRIVEWAY PAVEMENT	S Y	500	\$65.00	\$32,500.00	\$80.00	\$40,000.00	\$71.65	\$35,825.00
76	2540.602	MAIL BOX	EACH	3	\$100.00	\$300.00	\$83.00	\$249.00	\$25.00	\$75.00
77	2540.602	MAIL BOX SUPPORT	EACH	3	\$50.00	\$150.00	\$138.00	\$414.00	\$100.00	\$300.00
78	2540.602	TEMPORARY MAIL BOX	EACH	14	\$50.00	\$700.00	\$66.50	\$931.00	\$35.00	\$490.00
79	2563.601	TRAFFIC CONTROL	LS	1	\$5,000.00	\$5,000.00	\$5,948.00	\$5,948.00	\$400.00	\$400.00
80	2564.518	SIGN PANELS TYPE C	S F	25	\$50.00	\$1,250.00	\$67.00	\$1,675.00	\$55.00	\$1,375.00
81	2564.602	SIGN PANELS TYPE SPECIAL	EACH	3	\$100.00	\$300.00	\$335.00	\$1,005.00	\$400.00	\$1,200.00
82	2573.501	STORM DRAIN INLET PROTECTION	LS	1	\$150.00	\$150.00	\$442.00	\$442.00	\$1,142.05	\$1,142.05
83	2573.501	STABILIZED CONSTRUCTION EXIT	LS	1	\$2,000.00	\$2,000.00	\$1,989.00	\$1,989.00	\$2,353.36	\$2,353.36
84	2573.503	SILT FENCE; TYPE MS	L F	2000	\$5.00	\$10,000.00	\$1.80	\$3,600.00	\$1.60	\$3,200.00
85	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	L F	2000	\$5.00	\$10,000.00	\$2.20	\$4,400.00	\$2.00	\$4,000.00
86	2574.507	COMMON TOPSOIL BORROW	C Y	196	\$15.00	\$2,940.00	\$53.00	\$10,388.00	\$60.87	\$11,930.52
87	2575.504	RAPID STABILIZATION METHOD 4	S Y	1760	\$5.00	\$8,800.00	\$1.10	\$1,936.00	\$1.00	\$1,760.00
88	2575.508	SEED MIXTURE 25-121	LB	44	\$20.00	\$880.00	\$4.10	\$180.40	\$3.75	\$165.00
89	2575.605	SEEDING SPECIAL	ACRE	0.4	\$10,000.00	\$4,000.00	\$3,315.00	\$1,326.00	\$3,000.00	\$1,200.00
Total Alternate 2. Surface Improvements						\$361,165.00		\$346,246.00		\$348,525.42
Alternate 3. Surface Improvements										
90	2021.501	MOBILIZATION	LS	1	\$15,000.00	\$15,000.00	\$19,347.00	\$19,347.00	\$13,173.64	\$13,173.64
91	2101.505	CLEARING	ACRE	0.1	\$10,000.00	\$1,000.00	\$27,626.00	\$2,762.60	\$25,000.00	\$2,500.00

Bid Tabulation

2020 Pavement Improvement Project (#6579321)
 City of Afton, MN
 WSB Project No. 014501-000
 Bid Date: 04/01/2020 10:00 AM CDT



■ DENOTES CORRECTED FIGURE

Line #	Item #	Item Description	Units	Quantity	Engineer Estimate		Bituminous Roadways Inc.		Meyer Contracting Inc.	
					Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
94	2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	L F	71	\$3.00	\$213.00	\$7.10	\$504.10	\$2.25	\$159.75
95	2104.503	REMOVE CURB & GUTTER	L F	40	\$5.00	\$200.00	\$8.20	\$328.00	\$13.19	\$527.60
96	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	S Y	200	\$7.00	\$1,400.00	\$3.00	\$600.00	\$7.81	\$1,562.00
97	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	S Y	200	\$6.00	\$1,200.00	\$15.50	\$3,100.00	\$3.22	\$644.00
98	2106.507	EXCAVATION - COMMON	C Y	137	\$16.00	\$2,192.00	\$25.50	\$3,493.50	\$50.82	\$6,962.34
99	2118.507	AGGREGATE SURFACING (CV) CLASS 7	C Y	16	\$30.00	\$480.00	\$92.00	\$1,472.00	\$98.30	\$1,572.80
100	2123.61	STREET SWEEPER (WITH PICKUP BROOM)	HOURL	20	\$200.00	\$4,000.00	\$182.00	\$3,640.00	\$150.00	\$3,000.00
101	2130.523	WATER	MGAL	20	\$200.00	\$4,000.00	\$3.00	\$60.00	\$72.49	\$1,449.80
102	2211.507	AGGREGATE BASE (CV) CLASS 5	C Y	454	\$30.00	\$13,620.00	\$51.00	\$23,154.00	\$46.36	\$21,047.44
103	2215.504	FULL DEPTH RECLAMATION	S Y	8577	\$2.00	\$17,154.00	\$1.80	\$15,438.60	\$4.42	\$37,910.34
104	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	409	\$3.00	\$1,227.00	\$3.40	\$1,390.60	\$3.40	\$1,390.60
105	2360.504	TYPE SP 9.5 WEAR CRS MIX (2,C) 3.0" THICK	S Y	200	\$50.00	\$10,000.00	\$21.00	\$4,200.00	\$25.15	\$5,030.00
106	2360.509	TYPE SP 12.5 WEARING COURSE MIX (2;C)	TON	693	\$78.00	\$54,054.00	\$71.00	\$49,203.00	\$71.00	\$49,203.00
107	2360.509	TYPE SP 12.5 NON WEAR COURSE MIX (2;C)	TON	924	\$75.00	\$69,300.00	\$67.00	\$61,908.00	\$67.00	\$61,908.00
108	2506.502	ADJUST FRAME & RING CASTING	EACH	5	\$650.00	\$3,250.00	\$627.00	\$3,135.00	\$1,370.19	\$6,850.95
109	2531.503	CONCRETE CURB & GUTTER DESIGN B612	L F	40	\$30.00	\$1,200.00	\$40.00	\$1,600.00	\$39.59	\$1,583.60
110	2531.504	6" CONCRETE DRIVEWAY PAVEMENT	S Y	200	\$65.00	\$13,000.00	\$80.00	\$16,000.00	\$71.65	\$14,330.00
111	2540.602	MAIL BOX	EACH	6	\$100.00	\$600.00	\$83.00	\$498.00	\$25.00	\$150.00
112	2540.602	MAIL BOX SUPPORT	EACH	6	\$50.00	\$300.00	\$138.00	\$828.00	\$100.00	\$600.00
113	2540.602	TEMPORARY MAIL BOX	EACH	6	\$50.00	\$300.00	\$66.50	\$399.00	\$35.00	\$210.00
114	2563.601	TRAFFIC CONTROL	LS	1	\$5,000.00	\$5,000.00	\$4,096.00	\$4,096.00	\$300.00	\$300.00
115	2564.518	SIGN PANELS TYPE C	S F	20	\$50.00	\$1,000.00	\$67.00	\$1,340.00	\$55.00	\$1,100.00
116	2573.501	STORM DRAIN INLET PROTECTION	LS	1	\$150.00	\$150.00	\$442.00	\$442.00	\$913.62	\$913.62
117	2573.501	STABILIZED CONSTRUCTION EXIT	LS	1	\$2,000.00	\$2,000.00	\$1,989.00	\$1,989.00	\$2,353.36	\$2,353.36
118	2573.503	SILT FENCE; TYPE MS	L F	1000	\$5.00	\$5,000.00	\$2.20	\$2,200.00	\$2.00	\$2,000.00
119	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	L F	1000	\$5.00	\$5,000.00	\$2.20	\$2,200.00	\$2.00	\$2,000.00
120	2574.507	COMMON TOPSOIL BORROW	C Y	127	\$15.00	\$1,905.00	\$53.00	\$6,731.00	\$76.25	\$9,683.75
121	2575.504	RAPID STABILIZATION METHOD 4	S Y	1141	\$5.00	\$5,705.00	\$1.10	\$1,255.10	\$1.00	\$1,141.00
122	2575.508	SEED MIXTURE 25-121	LB	29	\$20.00	\$580.00	\$4.10	\$118.90	\$3.75	\$108.75
123	2575.605	SEEDING SPECIAL	ACRE	0.3	\$10,000.00	\$3,000.00	\$4,199.00	\$1,259.70	\$3,000.00	\$900.00
Total Alternate 3. Surface Improvements						\$244,180.00		\$235,395.60		\$252,886.34
Total Base Bid						\$679,090.00		\$643,445.60		\$657,462.79
Total Alternate 1. Culvert Improvements						\$359,434.00		\$377,356.40		\$368,288.04
Total Alternate 2. Surface Improvements						\$361,165.00		\$346,246.00		\$348,525.42
Total Alternate 3. Surface Improvements						\$244,180.00		\$235,395.60		\$252,886.34
GRAND TOTAL BID - Base Bid and all Alternates						\$1,643,869.00		\$1,602,443.60		\$1,627,162.59

I hereby certify that this is an exact reproduction of bids received.

Certified by: 
 Date: April 1, 2020

Licens No. 52107

Public Works 2020 capital funding projections

1. 2020 Road Projects
 - a. Costs covered by Street Improvement Capital Fund.
 - b. Public competitive bid process (Base Bid = 30th street and Division) + three alternates.
 - c. PW recommends rejecting all alternates.
 - d. Base Bid low bid: \$ 594,419.
 - e. Small culvert replacements (Tri-County), none on Division, 5 on 30th: \$28,900.
 - f. WSB Engineering Support: \$58,818
 - g. Total cost for Base Bid: \$682,137
 - h. Total road length: (Division = .625mi, 30th = .856mi) 1.48 miles.
 - i. 2020 cost per mile: \$460,500.
 - j. 2017 cost per mile: \$196,500 (point of reference).

2. 30th street large culvert.
 - a. Public Works is recommending completion of this project.
 - b. Half of the concrete structure is built and is stored at the city garage.
 - c. City has paid approximately \$30,000 for first half of structure.
 - d. Public low bid: \$ 225,430
 - e. Tri-County price quote: \$120,000
 - i. City to purchase the second half of the concrete structure \$30,000.

3. Bridges:
 - a. Bridge # 82505
 - i. Located on Valley Creek Trail near Neal.
 - ii. Has failing wooden guard rails.
 - iii. Lowest price quote \$ 68,000.
 - iv. Tri-County did not quote a price for the project.
 - b. Bridge # L8170
 - i. Located at east end of Valley Creek Trail.
 - ii. Discuss with Valley Branch Watershed District conversion to a culvert for significant savings.
 - iii. Heavy steel corrosion and misalignment.
 - iv. Needs full replacement.
 - v. \$ 500,000.
 - vi. Estimated remaining life is 5 -10 years.

4. 50th street culvert solution options.
 - a. Possibly use the Culvert Repair Fund.

5. Pately Bridge Road Repair



April 21, 2020

Ron Moore, City Administrator
 City of Afton
 3033 St. Croix Trail
 P.O. Box 219
 Afton, MN 55001

Re: River Road Sanitary Sewer

Dear Mr. Moore:

Thank you for the opportunity to provide the City of Afton this proposal for professional engineering services for construction administration and observation for the replacement of the sanitary sewer in River Road. The following proposal for professional services summarizes or project understanding and outlines proposed engineering services for these improvements.

PROJECT UNDERSTANDING

The proposed sanitary sewer improvement will replace approximately 2200 linear feet of an existing 4-inch diameter PVC sanitary sewer in River Road via pipe bursting. In addition to the sewer replacement, 13 properties will be re-connected to the new 6-inch gravity sewer line.

The proposed improvement scope of services is for construction administration services to complete the project.

PROPOSED SERVICES

The proposed scope of services consists construction services including construction administration, construction observation, and processing pay vouchers.

WSB will provide the following tasks to complete construction phase services:

- **Contract Administration.** Perform project documentation with daily reports and quantity documentation for payment applications through the Client, documentation and coordination of any change orders (if necessary), coordination with the contractor, coordination with utility companies, property owners and project personnel. WSB will have a representative at the pre-construction meeting and construction meetings.
- **Construction Observation.** WSB will provide construction observer for the duration of the project. Construction observation is proposed on a part-time basis. We anticipate the construction schedule will be six (6) weeks in length. WSB will provide construction engineering support to address clarification of the design intent, questions about the plans and specifications and construction related items, as needed. The construction observer's responsibilities on the project include the following:
 - Monitor contractor for compliance with plans and specifications
 - Track quantities and material certifications
 - Coordinate contractor submittals with engineer
 - Monitor conformance with applicable permit requirements

- Monitor construction in accordance with Client construction practices and design standards
- Coordinate with Client personnel on construction activities, as needed
- Prepare project documentation such as daily work activities and quantities
- Coordinate with public on construction activities, as needed
- Construction Engineering Support. WSB will provide construction engineering support to resolve plan and construction clarification as needed. This task includes reviewing construction questions as pertains to design and specifications.
- Record Plans. WSB will provide a set of record plan drawings in the Client format, to the Client upon completion of the project documenting any project changes from the original plan.

Proposed fees for construction engineering services are an hourly not to exceed basis for the scope described in the amount of \$23,371.00. This amount is 6.7% of the as bid construction cost of \$344,150. The proposal is based on WSB's 2020 fee schedule.

Thank you for your time and we appreciate you considering our request. Please let me know if you have any questions or need any other information.

Sincerely,

WSB

Nick Guilliams, PE
Project Manager

Enclosure

ng



WSB
ESTIMATE OF COST - Afton River Road Sanitary Sewer
 City of Afton, Minnesota



WORK TASK	Project Manager Nick Gulliams	Project Engineer Kris Keller	Dylan Casey Lead Inspector	Environmental Compliance Joel Sundeen	Senior Survey Technician	Two Person Survey Crew	Material Testing	Clerical Karla Peterson	Total Hours	COST
<i>Description</i>										
PROJECT MANAGEMENT										
Project Management	12								12	\$2,064.00
Shop Drawing Review		2							2	\$256.00
CONTRACT ADMINISTRATION										
Pre-Construction Conference	2	2	1						5	\$697.00
Contract Administration	12	30							42	\$5,904.00
Final Pay Voucher	1	4	4					4	13	\$1,448.00
CONSTRUCTION INSPECTION SERVICES										
Part Time Construction Inspection (6 Weeks at 20 hours per week)			120						120	\$11,640.00
Record Plan Measurements			6			4			10	\$1,362.00
Total Hours	27	38	131			4		4	204	
Hourly Costs	172.00	128.00	97.00	90.00	118.00	195.00		94.00		
WSB SALARY COSTS	\$4,644.00	\$4,864.00	\$12,707.00			\$780.00		\$376.00		\$23,371.00



April 21, 2020

Ron Moore, City Administrator
 City of Afton
 3033 St. Croix Trail
 P.O. Box 219
 Afton, MN 55001

Re: 2020 Pavement Improvement Project

Dear Mr. Moore:

Thank you for opportunity to provide the City of Afton this proposal for professional engineering services for construction administration and observation for the 2020 Pavement Improvement Project. The following proposal for professional services summarizes or project understanding, and outlines proposed engineering services for these improvements.

PROJECT UNDERSTANDING

The proposed 2020 Pavement Improvement Project will rehabilitate approximately 1.5 miles of roads along 30th Street and Division Street. The scope of the project includes full-depth reclamation of the existing pavement surface and adding 3.5 inches of new bituminous paving.

The proposed improvement scope of services is for construction administration and construction observation services to complete the project.

PROPOSED SERVICES

The proposed scope of services consists construction services including construction administration, construction observation, and processing pay vouchers.

WSB will provide the following tasks to complete construction phase services:

- **Contract Administration.** Perform project documentation with daily reports and quantity documentation for payment applications through the Client, documentation and coordination of any change orders (if necessary), coordination with the contractor, coordination with utility companies, property owners and project personnel. WSB will have a representative at the pre-construction meeting and other construction meetings.
- **Construction Observation.** WSB will provide construction observer for the duration of the project. Construction observation is proposed on a full-time basis. We anticipate the construction schedule will be five (5) weeks in length. WSB will provide construction engineering support to address clarification of the design intent, questions about the plans and specifications and construction related items, as needed. The construction observer's responsibilities on the project include the following:
 - Monitor contractor for compliance with plans and specifications
 - Track quantities and material certifications
 - Coordinate contractor submittals with engineer
 - Monitor conformance with applicable permit requirements

- Monitor construction in accordance with Client construction practices and design standards
 - Coordinate with Client personnel on construction activities, as needed
 - Prepare project documentation such as daily work activities and quantities
 - Coordinate with public on construction activities, as needed
- Construction Engineering Support. WSB will provide construction engineering support to resolve plan and construction clarification as needed. This task includes reviewing construction questions as pertains to design and specifications.
- Record Plans. WSB will provide a set of record plan drawings in the Client format, to the Client upon completion of the project documenting any project changes from the original plan.
- Construction Staking. WSB will provide construction staking services throughout the project to ensure the correct road alignment is constructed per the approved plans.
- Materials Testing. WSB will test materials used on the project to ensure they are meeting requirements outlined in the project specifications.

Proposed fees for engineering services are an hourly not to exceed basis for the scope described in the amount of \$58,818. This amount is 9.8% of the as bid construction cost of \$594,419. The proposal is based on WSB's 2020 fee schedule.

Thank you for your time and we appreciate you considering our request. Please let me know if you have any questions or need any other information.

Sincerely,

WSB

Nick Guilliams, PE
Project Manager

Enclosure

ng



WSB
ESTIMATE OF COST - 2020 Street Improvement Project
 City of Afton, Minnesota



WORK TASK	Project Manager Nick Guilliams	Project Engineer Lydia Ener	Project Lead Inspector Generic, \$112/hr	Two Person Survey Crew	Material Testing	Clerical Karla Peterson	Total Hours	COST
<i>Description</i>								
PROJECT MANAGEMENT								
Project Management	25						25	\$4,300.00
Shop Drawing Review		4					4	\$480.00
CONTRACT ADMINISTRATION								
Pre-Construction Conference	2	4	2				8	\$1,048.00
Contract Administration	10	20					30	\$4,120.00
Monthly Pay Estimates	4	4				4	12	\$1,544.00
Final Pay Voucher	2	2				2	6	\$772.00
CONSTRUCTION INSPECTION SERVICES								
Pre-Project Inspection / Removal Measurements			8				8	\$896.00
Full Time Construction Inspection (5 Weeks)			300				300	\$33,600.00
Punchlist / Final Inspection / Coordination								
Record Plan Measurements								
CONSTRUCTION SURVEYING SERVICES								
Construction Survey				26			26	\$5,070.00
Record Plans	4	4		4			12	\$1,948.00
MATERIALS								
Materials Testing					56		56	\$5,040.00
Total Hours	47	38	310	30	56	6	487	
Hourly Costs	172.00	120.00	112.00	195.00	90.00	94.00		
WSB SALARY COSTS	\$8,084.00	\$4,560.00	\$34,720.00	\$5,850.00	\$5,040.00	\$564.00		\$58,818.00

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

Meeting Date April 21, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorse, City Administrator
Date: April 15, 2020
Re: 50th Street and St. Croix Trail Swale Erosion and Safety Issues

The existing swale along the edge of 50th Street east of St. Croix Trail has experienced substantial erosion, due to the steep slope of 50th Street. The erosion has made the swale deeper, which has raised safety concerns from residents in this area of 50th Street. In order to determine an effective and also cost-effective solution, more information is needed regarding the volume of water that reaches and flows through the swale area. This involves obtaining and analyzing stormwater volume information in the area that drains to the swale, and using this information to develop a solution for the erosion and safety issues. The City Engineer has estimated that the cost of this work would be approximately \$1,500. Staff is requesting the Council to authorize this work at a cost not to exceed \$1,500.

COUNCIL ACTION REQUESTED:

Motion regarding authorizing the City Engineer to obtain and analyze stormwater volume information, and use the information to develop a solution to address the 50th Street and St. Croix Trail swale erosion and safety issues at a cost not to exceed \$1,500.

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

Meeting Date April 21, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moore, City Administrator
Date: April 14, 2020
Re: 2020 Bond Issue Sale Parameters – **Resolution 2020-25**

Staff has been working with Tom Niedzwiecki, City Accountant and Doug Green Bond Consultant regarding a bond issue with a total par amount of \$850,000 and a term of 4 years to provide funding for the River Road Sanitary Sewer Project and to repay the internal loan used as a revenue source for the repayment of the temporary bonds. The spreadsheet showing the structure of the bond issue, including the par amount, the term, the sources and uses of funds and the anticipated interest rate, is attached.

Doug Green has explained that the current municipal bond market is in turmoil, which has led to municipal bond rates being substantially higher than U.S. Treasury rates, which is opposite of the normal relationship between these rates. Based on this situation, he has suggested that, rather than using a traditional, public bond sale process whereby bonds are sold competitively to an investment bank/underwriter, a limited-competitive process be used to do a private placement with a commercial bank. The private placement does not require a credit rating or an official statement. This lowers the issuance cost substantially, as the cost of a credit rating process is about \$10,000.

The private placement process involves providing a term sheet to 2 or 3 banks, requesting an offer from each bank and selecting the best offer. Based on discussions with Doug Green regarding banks that would be interested in responding to a term sheet with the par amount and term of the proposed bond issue, and banks the City has worked with, it is suggested that term sheets be sent to Bremer Bank, Old National Bank and US Bank. Based on recent transactions and discussions with banks who have expressed interest, we are estimating an interest rate of 1.8%. Please note, the rate is subject to daily market movements and will not be finalized until proposals are received.

To move forward with a private placement process, the Council would authorize the process at its April 21 meeting. The authorization would include the adoption of a set of parameters through the attached bond sale resolution. The resolution would set out the parameters for the par amount of the bonds and a maximum, acceptable interest rate. The authorization and resolution would also include the establishment of a committee of staff and Council members to approve an offer if it is within the parameters set by the Council. The Council's Finance Subcommittee for the Downtown Project was Stan Ross and Joe Richter. Staff suggests the committee members for the bond sale be Mayor Palmquist, Council member Ross and Administrator Moore.

The private placement process would then involve Doug Green sending a term sheet to the three banks to obtain their offers. The bond sale committee would then review the offers and select the best offer that was within the established parameters.

COUNCIL ACTION REQUESTED:

Motion regarding the adoption of Resolution 2020-25 regarding the 2020 bond issue.

Pursuant to due call and notice thereof, a regular or special meeting of the City Council of the City of Afton, Washington County, Minnesota, was duly held on April 21, 2020, at 7:00 P.M.

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION NO. 2020-25

APPROVING THE AUTHORIZATION FOR THE ISSUANCE OF
GENERAL OBLIGATION DISPOSAL SYSTEM BONDS

BE IT RESOLVED by the City Council of the City of Afton, Minnesota (the "City") as follows:

1. The City Council hereby finds and declares that it is necessary and expedient for the City to sell and issue its fully registered general obligation disposal system bonds in the total aggregate principal amount of not to exceed \$850,000 (herein, the "Bonds"). The proceeds of the Bonds will be used to finance improvements to the sanitary sewer system within the City and to pay the costs associated with issuing the Bonds.
2. The City Council desires to proceed with the sale of the Bonds by either private negotiation or competitive sale.
3. Mayor Palmquist, Council member Ross and City Administrator Moore are hereby authorized to approve the sale of the Bonds in an aggregate principal amount of not to exceed \$850,000.
4. Mayor Palmquist, Council member Ross and City Administrator Moore are hereby authorized to approve the sale of the Bonds with a total interest cost not to exceed 2.25%.
5. Upon approval of the sale of the Bonds by Mayor Palmquist, Council member Ross and City Administrator Moore, the City Council will take action at a regular or special scheduled meeting thereafter to adopt the necessary approving resolutions as prepared by the City's bond counsel.

This resolution shall become effective immediately upon its passage and without publication.

Passed this 21st day of April, 2020.

Bill Palmquist
Mayor

ATTEST: _____
Julie Yoho
City Clerk

The motion for the adoption of the foregoing resolution was duly seconded by member _____ and, after a full discussion thereof and upon a vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA
COUNTY OF WASHINGTON,
CITY OF AFTON

I, the undersigned, being the duly qualified and acting City Clerk of the City of Afton, Minnesota, DO HEREBY CERTIFY that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true and complete transcript of the minutes of a meeting of the City Council of the City, duly called and held on the date therein indicated, insofar as such minutes relate to approving the authorization for the issuance of general obligation disposal system bonds.

WITNESS my hand on April 21, 2020.

Julie Yoho
City Clerk

City of Afton, Minnesota
General Obligation Bonds, Series 2020A
April 14, 2020

April 1, 2020							May 1, 2020							June 1, 2020						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
			1	2	3	4						1	2		1	2	3	4	5	6
5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13
12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20
19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27
26	27	28	29	30			24	25	26	27	28	29	30	28	29	30				
							31													

July 1, 2020							August 1, 2020							September 1, 2020						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
			1	2	3	4							1			1	2	3	4	5
5	6	7	8	9	10	11	2	3	4	5	6	7	8	6	7	8	9	10	11	12
12	13	14	15	16	17	18	9	10	11	12	13	14	15	13	14	15	16	17	18	19
19	20	21	22	23	24	25	16	17	18	19	20	21	22	20	21	22	23	24	25	26
26	27	28	29	30	31		23	24	25	26	27	28	29	27	28	29	30			
							30	31												

Schedule of Events		
Date	Event	Responsible Party
April 14, 2020	Final bond structure.	Baker Tilly
April 20, 2020	Terms Sheet delivered to City and Bond Counsel for review.	Baker Tilly
April 21, 2020	City Council considers Parameters Resolution authorizing the issuance of the Bonds.	City Council
April 23, 2020	Distribution of Terms Sheet to Banks.	Baker Tilly
May 7, 2020	Response and proposal due back from Banks.	Banks
May 12, 2020	Pricing Committee selects Bank proposal.	City Staff
May 13, 2020	Bond Counsel provides Ratification Resolution to the City and draft closing documents are circulated for review.	Taft
May 19, 2020	City Council considers Resolution ratifying the sale of the Bonds.	City Staff Baker Tilly Taft
May 26, 2020	Signed closing documents completed.	City Staff Baker Tilly Taft Bank
May 28, 2020	Settlement of the Bonds; receipt of Bond proceeds.	City Staff Taft Baker Tilly Bank

Baker Tilly Municipal Advisors, LLC is a registered municipal advisor and wholly-owned subsidiary of Baker Tilly Virchow Krause, LLP, an accounting firm. Baker Tilly Virchow Krause, LLP trading as Baker Tilly is a member of the global network of Baker Tilly International Ltd., the members of which are separate and independent legal entities. © 2020 Baker Tilly Municipal Advisors, LLC

\$850,000

City of Afton, Minnesota
General Obligation Disposal System Bonds, Series 2020A

Sources & Uses

Dated 06/18/2020 | Delivered 06/18/2020

Sources Of Funds

Par Amount of Bonds..... \$850,000.00

Total Sources..... \$850,000.00

Uses Of Funds

River Road Sewer Projects..... 440,000.00

2017A GO Temp Imp Bond Reimbursement..... 385,000.00

Costs of Issuance..... 20,500.00

Rounding Amount..... 4,500.00

Total Uses..... \$850,000.00

2020 Projects

2017A Payoff	\$385,000
Sewer Projects	\$440,000
Financing Cost	\$25,000
Par Amount	\$850,000

Date	Principal	Coupon	Annual Total
02/01/2021	235,000	1.80%	242,650
08/01/2021			
02/01/2022	240,000	1.80%	251,070
08/01/2022			
02/01/2023	245,000	1.80%	251,750
08/01/2023			
02/01/2024	130,000	1.80%	132,340
08/01/2024			
02/01/2025		1.90%	-
08/01/2025			
02/01/2026		2.00%	-
08/01/2026			
02/01/2027		2.10%	-
08/01/2027			
Total	850,000		877,810

Ann Balance/ (Shortfall)	Annual Coverage
16,350	1.07
7,930	1.03
7,250	1.03
(18,340)	0.86
-	-
-	-
-	-
-	-
13,190	

City of Afton, Minnesota
GO Bonds, Series 2020A

2020 Projects

2017A Payoff	\$385,000
Sewer Projects	\$440,000
Financing Cost	<u>\$25,000</u>
Par Amount	\$850,000

Collection Year	DNR Grant Levy	VBWD Contribution	PFA Debt Levy	Total Revenues
2020	95,000	50,000	114,000	259,000
2021	95,000	50,000	114,000	259,000
2022	95,000	50,000	114,000	259,000
2023	-	-	114,000	114,000
2024	-	-	-	-
2025	-	-	-	-
2026	-	-	-	-
	285,000	150,000	456,000	891,000

Date	Principal	Coupon	Annual Total
02/01/2021	235,000	1.80%	242,650
08/01/2021			
02/01/2022	240,000	1.80%	251,070
08/01/2022			
02/01/2023	245,000	1.80%	251,750
08/01/2023			
02/01/2024	130,000	1.80%	132,340
08/01/2024			
02/01/2025		1.90%	-
08/01/2025			
02/01/2026		2.00%	-
08/01/2026			
02/01/2027		2.10%	-
08/01/2027			
Total	850,000		877,810

Ann Balance/ (Shortfall)	Annual Coverage
16,350	1.07
7,930	1.03
7,250	1.03
(18,340)	0.86
-	-
-	-
-	-
13,190	

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

Meeting Date April 21, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorse, City Administrator
Date: April 15, 2020
Re: Emergency Operations Update

City Hall Remains Closed to the Public

With the Governor's extension of the Shelter In Place order, the City Hall will remain closed to the public. Staff will continue to work from home, with the exception of essential tasks that require work at City Hall. In these instances, staff will coordinate so that they are not in City Hall at the same time or they maintain social distancing. The volunteer commission and committee meetings also need to continue to be canceled for the duration of the Governor's order.

Public Hearing on Subdivision Application

To this point, the cancelation of the Planning Commission meetings has not affected any zoning applications. However, the subdivision to create the five acre lot at the wastewater treatment system property needs to move forward in order to resolve the levee access easement issue on the Gehrkes' current parcel, as part of the Corps of Engineers' certification of the levee. Also, it would enable the Gehrkes to move forward with their building plans, which have been delayed for more than a year. The City Attorney has indicated the public hearing regarding the subdivision could be held by the Council rather than the Planning Commission, as long as proper notice is provided. Staff recommends that, rather than bringing the Planning Commission members up to speed on holding remote meetings, and particularly holding a public hearing remotely, the public hearing should be held by the Council.

COUNCIL ACTION REQUESTED:

Motion regarding the council holding the public hearing regarding the subdivision to create a five-acre parcel at the wastewater treatment system property.

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

Meeting Date April 21, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorse, City Administrator
Date: April 14, 2020
Re: Proclamation of Pony Pride Month – **Resolution 2020-26**

The City Councils of the cities in the St. Croix Valley are being asked by a group of St. Croix Valley parents to proclaim the month of May as Pony Pride Month. The proclamation is to recognize the students, teachers and staff of the Stillwater Area School District, as they are taking on the challenges brought on by the Covid 19 pandemic. A resolution proclaiming May as Pony Pride Month is attached for the Council's consideration.

COUNCIL ACTION REQUESTED:

Motion regarding the adoption of Resolution 2020-26 Proclaiming May as Pony Pride Month.

RESOLUTION 2020-26

CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

A RESOLUTION PROCLAIMING THE MONTH OF MAY, 2020 AS PONY PRIDE MONTH

**Office of the Mayor
City of Afton, Minnesota**

PROCLAMATION

WHEREAS, graduates of Stillwater-area schools have been impacting our world since 1876; and

WHEREAS, proud alums return to our communities to raise the next generation of Ponies; and

WHEREAS, today, more than 8,300 students prepare for the future in our schools; and

WHEREAS, hundreds of teachers and staff serve our students with professionalism and heart; and

WHEREAS, just over one month remains before the end of this school year; and

WHEREAS, Pony students, teachers and staff migrated to distance learning to finish the year strong; and

WHEREAS, this big-Valley community has a small-town love for our students and teachers; and

WHEREAS, we, as a community, are proud to be Ponies.

NOW THEREFORE, I, Mayor Bill Palmquist hereby proclaim the month of May as:

PONY PRIDE MONTH

I hereby also encourage all citizens to help “paint the town red” throughout May by displaying a Pony Pride Project flag at their homes and businesses -- in support of our students and those who help them learn. Free Pony Pride Project flags are available in buckets outside the homes of “neighborhood captains” across the district. To find the “neighborhood captain” nearest you (or to volunteer to be one) visit PonyPrideProject.org

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal of the City of Afton this 21st day of April, 2020.

Passed by the City Council of Afton, Minnesota this 21st day of April, 2020.

Bill Palmquist, Mayor

Attested:

Ronald J. Moorse, City Administrator

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

Meeting Date April 21, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorse, City Administrator
Date: April 15, 2020
Re: Fire Inspection Ordinance and Program

In recent years, the Lower St. Croix Valley Fire Department offered to begin a program of inspecting commercial buildings to ensure they meet fire safety requirements. At that time, the Council decided not to begin an inspection program. Since that time, the Council has adopted a vacant building ordinance that requires fire safety inspections for vacant buildings, and has adopted a short term home rental ordinance that requires fire safety inspections. The Fire Department has indicated it is interested in providing the fire inspections for vacant buildings and short term home rentals. The Department is also still interested in providing a program of fire safety inspections for commercial buildings.

The existing vacant building ordinance provides authority for the Fire Department to conduct fire inspections in vacant buildings, and the short term home rentals ordinance would provide the authority for the Fire Department to conduct inspections in the short term rentals properties.

While the State Fire Code recommends periodic inspections of commercial buildings, the city does not have an ordinance in place that provides the authority for the Fire Department to inspect non-vacant commercial buildings. The Lower St. Croix Valley Fire Department has provided a rough draft of an ordinance that requires a fire certificate of occupancy for commercial buildings as well as for short term home rental properties. The ordinance authorizes the fire department to conduct fire inspections. Staff has developed a briefer ordinance that requires periodic fire safety inspections of commercial buildings, and also authorizes the fire department to conduct fire inspections. Staff has attached both ordinances for the Council's consideration and has also provided the ordinances to the City Attorney for review and comment.

Because the Fire Department's ordinance is much more complex and is only in a draft form, staff recommends the Council consider the briefer ordinance at this time and direct staff to work with the Fire Department to develop an agreement for the provision of a program of fire inspection services by the Fire Department.

COUNCIL ACTION REQUESTED:

Motion regarding an ordinance requiring fire inspections for commercial buildings and authorizing the fire department to conduct fire inspections.

ORDINANCE 04-2020

CITY OF AFTON

WASHINGTON COUNTY, MINNESOTA

**AN ORDINANCE AMENDING CHAPTER 8, BUSINESSES OF THE CITY CODE TO ADD ARTICLE V
RELATED TO FIRE INSPECTIONS OF COMMERCIAL BUILDINGS**

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

The following language shall be added as Article V of Chapter 8 of the Afton Code of Ordinances.

Article V. Fire inspections of Commercial Buildings

A. Scope. This section applies to all commercial properties in the City of Afton.

B. Purpose. The City of Afton has adopted this ordinance for the purpose of requiring fire inspections of all commercial buildings 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.

City. City of Afton.

Commercial Building. Any nonresidential or nonagricultural structure, the surrounding land and accessory structures.

Fire Inspection. An inspection of a commercial building to identify fire/safety code violations and assist the property owner in complying with the applicable fire and safety codes, as well as to obtain information to enable the preparation of a pre-fire plan for the building.

Program of Fire Inspection. A program of periodic fire inspections and follow-up inspections to ensure or obtain compliance with applicable fire and safety codes.

D. All commercial buildings shall be subject to a program of fire inspection as developed and provided by the City through the local Fire Department.

E.. 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 21ST DAY OF APRIL, 2020.

SIGNED:

Bill Palmquist, Mayor

ATTEST:

Ronald J. Moore, City Administrator

Motion by:

Second by:

Perkins:

Wroblewski:

Ross:

Nelson:

Palmquist:



Fire Certificate of Occupancy

Sec. #@#@. - Fire certificate of occupancy requirement.

- (a) All existing buildings in the city are required to have and maintain a fire certificate of occupancy, issued by the Lower St. Croix Valley Fire Department. The fire certificate of occupancy shall be an indication that the building meets, at the time of inspection, all relevant codes to maintain the health, safety and welfare of the building's occupants and the general public.
- (b) Provisional fire certificate of occupancy. When an owner-occupied dwelling changes to a rental dwelling unit, the owner of the dwelling must submit a completed application for a provisional certificate of occupancy, a completed owner's self evaluation affidavit and **pay the fee** for a provisional certificate of occupancy within thirty (30) days of the change in use.

Sec. #@#@. - Exception, certain residential dwelling units.

An owner-occupied single-family house, duplex, or condominium unit shall be exempted from the requirement to have and maintain a fire certificate of occupancy. "Owner-occupied" means the house, duplex or condominium dwelling unit for which the exemption is claimed is the owner's principle residence. For the purposes of this exception, "owner" means a natural person and does not include a corporation, partnership, or other entity.

Sec. 10.01 - Definitions.

Unless otherwise expressly stated, the following terms shall, for the purpose of this chapter, have the meanings indicated in this section.

Authorized agent. An individual(s) with legal authority capable of executing documents for the sale of the building(s) and authority over the proceeds of such sale.

Building. Any structure intended for supporting or sheltering any use or occupancy, including the land surrounding the structure. If the building is a multi-unit residential dwelling, a hotel or motel, or a commercial or office building, the term "building" for purposes of this ordinance means only the portion of the building within or outside the structure in which a nuisance is maintained or permitted; such as a dwelling unit, room, suite of rooms, office, common area, storage area, garage, or parking area.

Certificate of code compliance. A document or emblem issued by the Building Official or the Lower St. Croix Valley Fire Department indicating that the rehabilitation of an existing structure complies with all state and local safety codes. A valid certificate of code compliance allows for the issuance of a fire certificate of occupancy for use as a commercial building or a residential occupancy.

Certificate of occupancy. A document issued by the city building official/Fire Marshal under the authority of both state and city building codes indicating a newly constructed or substantially rehabilitated structure is, at the time of inspection, code compliant, habitable and otherwise meets all requirements for its intended use.

Code compliance inspection. An inspection of a registered vacant building by one or more inspectors including fire, code enforcement and construction trades to determine necessary repairs and permits required for the rehabilitation of the existing structure.

Commercial building. Any nonresidential structure, the surrounding land and accessory use structures.

Condemned. A fire certificate of occupancy status indicating that the building or dwelling is not in compliance with safety codes and that the entire structure or a portion thereof is deemed unsafe, unfit for habitation or other occupancy or use. Additional inspections are required to gain compliance and to reinstate the fire certificate of occupancy prior to any occupancy or use of the building or dwelling. The structure or portion thereof cannot be occupied while under condemnation.

Department of safety and inspections. The city and its Fire Department charged with the inspection of buildings, housing, and the enforcement of safety codes including building, fire, housing, health safety, and zoning and other similar codes, laws and ordinances. The fire certificate of occupancy program is also administered by the Lower St. Croix Valley Fire Department.

Dwelling. A building that contains one-, two- or multiple dwelling units, intended or designed 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 or more persons, including permanent provisions for living, sleeping, eating, cooking and sanitation.

Family. One (1) or two (2) persons or parents, with their direct lineal descendants and adopted or legally cared for children together with not more than two (2) persons not so related, living together in the whole or part of a dwelling comprising a single housekeeping unit.

Fire certificate of occupancy. A document or emblem issued by the Lower St. Croix Valley Fire Department indicating the existing structure complies with all state and local safety codes allowing its use as a commercial building or for residential occupancy. Buildings and dwellings cannot be occupied or used without a fire certificate of occupancy.

Fire code official. The authority specifically designated by ordinance or regulation which is charged with the administration and enforcement of the fire code. For the purposes of this chapter the fire code official is the Fire Marshal and his or her designees. The fire code official shall include any enforcement officer under his or her supervision or direction. The Fire Chief shall ensure that any designees under this

provision are competent by virtue of certification as a fire inspector, training or experience in fire prevention inspections and enforcement.

Fire code. The current edition of the Minnesota State Fire Code, pursuant to Minnesota Statutes, § 299F.011, and Minnesota Rule 7510.3510; over which the city fire marshal will have policy oversight.

Fire marshal. The city fire marshal and his or her designee or designees, and shall include any enforcement officer under his or her supervision or direction, or other duly authorized representative.

Interested party. Any known lessee or tenant of a building or affected portion of a building; or any known agent of an owner, lessee, or tenant; or any other known person who maintains or permits a nuisance.

Nuisance activity. Acts constituting a nuisance under Minnesota Statutes § 617.81, subdivision 2..

Owner. The person, firm, corporation or other entity listed in the records on file in the recorder's office as holding fee title to the building. For purposes of notice only, "owner" includes the owner's authorized agent or other person in control of the premises.

Owner-occupied. Dwellings which are the principal residence of the owner of record of the building and in which the owner resides. "Owner," for the purposes of this definition, means a natural person and does not include a corporation, partnership, or other entity.

Partial fire certificate of occupancy. A document issued by the Lower St. Croix Valley Fire Department indicating that a portion of an existing structure complies with all state and local safety codes allowing its use as a commercial building or for residential occupancy. The partial fire certificate of occupancy shall describe specifically which portion of the building is approved for occupancy.

Property manager or responsible party. An individual(s) with the legal authority to make and act on decisions of tenancy, building maintenance and repairs relating to applicable safety codes.

Provisional fire certificate of occupancy. A document or emblem issued by the department of safety and inspections to temporarily permit continued occupancy pending a fire certificate of occupancy inspection of the existing structure. Buildings with a provisional fire certificate of occupancy will be granted a fire certificate of occupancy upon the successful completion of fire certificate of occupancy inspection.

Recorder's office. The county department of property records and taxation, or its division which maintains title and property records, and any successor agency or department thereof.

Rental dwelling unit. Any room or rooms, or space, in any dwelling designed or used for residential occupancy by one (1) or more persons who are not the owner.

Residential occupancy. Occupancy in a building or portion thereof, for residential purposes, used or intended to be used for living, sleeping, and/or cooking or eating purposes.

Revoked fire certificate of occupancy. A status indicating that the building or dwelling is not in compliance with relevant safety codes or that the structure is vacant. Additional inspections are required to gain compliance and to re-instate the fire certificate of occupancy prior to any occupancy or use of the building or dwelling. The structure or portion thereof cannot be occupied while under revocation.

Safety code or safety codes. Any building, fire, housing, health, safety, zoning or other similar code, law and ordinance, promulgated or enacted by the United States, the State of Minnesota, the County of Washington and the City located within the Lower St. Croix Valley Fire Protection District, or any lawful agency or department thereof, which are applicable to a building in such city. Safety code includes, without any limitation of the foregoing sentence as a result of this specification.

Suspended fire certificate of occupancy. A status indicating that the building or dwelling is not in compliance with safety codes and that an enforcement action has been taken. A notice of intent to take additional action is also given at this time. A final period for compliance has been established. Failure to comply may result in additional enforcement action including, but not limited to, revocation or condemnation. The structure or portion thereof may continue to be occupied while under suspension pending compliance.

Sec. #§#@. - Certification process.

(a) *Buildings and occupancies requiring a fire certificate of occupancy.*

- (1) A building or portion thereof which receives a certificate of occupancy from the city's building official upon completion of construction or major rehabilitation shall simultaneously receive a fire certificate of occupancy if their use or occupancy so requires.
- (2) Buildings which have a change in use or occupancy and become subject to the fire certificate of occupancy requirement.
- (3) One- and two-family dwellings which have a change in status from owner occupied to non-owner occupied or rental.
- (4) Commercial buildings and residential occupancies which have current fire certificates of occupancy on or after January 1, 2020 shall be subject to the ongoing requirement to maintain a fire certificate of occupancy. These buildings shall be issued fire certificates of occupancy and shall be subject to periodic inspection based on the date of the building's last complete fire certificate of occupancy inspection, subject to the terms of this chapter.
- (5) One- and two-unit rental dwellings which are currently registered and rental properties under the requirements of this code on January 1, 2020 shall receive provisional fire certificates of occupancy. These properties shall be issued fire certificates of occupancy upon the successful completion of a fire certificate of occupancy inspection.
- (6) A building which has been registered as a vacant building under chapter #@ of the City Code that subsequently received a certificate of code compliance under section \$# of the Vacant Building Chapter shall be issued a fire certificate of occupancy concurrently with the certificate of code compliance, if their use or occupancy so requires.

(b) *Information and application.* Owners of all buildings subject to the fire certificate occupancy requirement shall apply for a fire certificate of occupancy. The application shall include, at a minimum, the following information:

- (1) A description of the building;
- (2) The name, address and twenty-four (24) hour telephone numbers of the owner(s);
- (3) The name, address and telephone numbers of the property manager(s) or responsible party;
- (4) Additional property and property management-related information as will promote effective enforcement of this chapter.

(c) *Inspection.* Prior to obtaining a fire certificate of occupancy, all buildings shall obtain a safety code inspection to determine whether the building is in compliance with all safety codes. Dwelling units occupied by an owner shall be exempted from this requirement if the residence contains three (3) or more dwelling units. Properties occupied by an owner shall be exempted from this requirement if the residence contains one (1) or two (2) dwelling units. For the purposes of this section, the word "owner" means a natural person, and does not include a corporation, partnership or other entity.

(d) *Issuance.* Upon a finding of no violations of the provisions of state and local safety codes, the Lower St. Croix Valley Fire Department shall issue a fire certificate of occupancy that shall contain the following:

- (1) The type of occupancy, including number of dwelling, rooming or guest units;
- (2) The address of the building;
- (3) The name and address of the owner(s) and property manager(s) or responsible party;
- (4) A description of that portion of the building for which the certificate is issued; and

- (5) A statement that the described portion of the building has been inspected for compliance with the requirements of state and local safety codes for the group and division of occupancy, the classification score for the property and the use for which the proposed occupancy is classified.
- (e) *Posting.* The fire certificate of occupancy provided by the fire code official shall be posted in a conspicuous place on the building and shall not be removed except by authorized persons. Single family and duplex occupancies need not post the fire certificate of occupancy but it shall be available on the premises.
- (f) *Other violations.* Issuance of a fire certificate of occupancy shall not be construed as an approval of a violation of the provisions of this code or of other ordinances of the jurisdiction. Certificates presuming to give authority to violate or cancel the provisions of this code or other ordinances of the jurisdiction shall not be valid.

Sec. #@@#. - Renewal of fire certificates of occupancy.

All fire certificates of occupancy shall be renewed according to the annual schedule.

- (1) *Complaint of safety code deficiency or violation.* All complaints of safety code violations and deficiencies shall be investigated by the fire code official. Such investigation may initiate an out-of-cycle fire certificate of occupancy inspection at the discretion of the fire code official.
- (2) *Enforcement actions.* The inspection system shall be used exclusively for the purpose of establishing a renewal schedule. Classifications shall have no bearing on enforcement actions undertaken by the city, such as notices and orders related to code deficiencies and violation, revocations of the fire certificate of occupancy, condemnations and orders to vacate.

Sec. #@#@. - Suspension, revocation and denial.

- (a) *Grounds for revocation.* The fire code official may, in writing, issue a notice to the owner(s) and known interested parties of the city's suspension or revocation of a fire certificate of occupancy issued under the provisions of this code, or deny an application therefor:
 - (1) Whenever the certificate was issued in error, or on the basis of incorrect information supplied;
 - (2) When the owner(s) has submitted a false, incomplete or inaccurate statement as a part of the application for certificate;
 - (3) If it is found upon inspection of the fire code official that the building or occupancy is in violation of provisions of this or other applicable safety codes, ordinances, rules and regulations;
 - (4) If the owner, in a material matter, fails to comply with the regulations in section Certificate of Occupancy Information and Application of this chapter; or in situations where the fire code official after a good faith effort cannot identify an owner or interested party;
 - (5) If the nonresidential building becomes unoccupied or a vacant building as defined.
 - (6) If a residential building becomes unoccupied or is a vacant building as defined.;
- (b) *Notice of suspension, revocation or denial.*
 - (1) When the fire code official revokes, suspends or denies a fire certificate of occupancy for safety code violations, the notice shall state:
 - a. The specific reason(s) for the Lower St. Croix Valley Fire Departments suspension, revocation or denial of the fire certificate of occupancy;
 - b. The effective date of the revocation, suspension or denial of the fire certificate of occupancy;
 - c. A statement indicating that the commercial building or residential occupancy, or portion thereof, shall not again be used or occupied until such time as the said certificate is issued or renewed or suspension lifted following inspection and a determination by the fire code official that the commercial building or residential occupancy, or portion thereof, is in compliance with applicable safety codes; and

- d. A statement indicating that the suspension, revocation, or denial may be appealed to the legislative hearing officer within ten (10) days of issuance.
- (2) When the fire code official determines in consultation with the city attorney that he or she has evidence of nuisance activity as described in Minnesota Statutes § 617.81, subdivision 2, the fire code official shall provide the written notice as described in paragraph a), by personal service or certified mail, return receipt requested, to the owner and interested parties.
- a. The notice must:
 1. State that a nuisance as defined in Minnesota Statute § 617.81 Subdivision 2, or other violations of the nuisance provisions of the City Ordinances, is maintained or permitted in the building and must specify the kind or kinds of nuisance being maintained or permitted;
 2. Summarize the evidence that a nuisance is being maintained or permitted in the building, including the date or dates on which the nuisance-related activity or activities are alleged to have occurred;
 3. Inform the recipient that failure to abate the conduct constituting the nuisance or to otherwise resolve the matter with the fire code official by entering into an agreed upon abatement plan within thirty (30) days of service of the notice will result in recommending the suspension or revocation of the fire certificate of occupancy to the city council, and/or referring the matter to the prosecuting attorney who serves in the jurisdiction for remedies in accordance with Minnesota Statute § 617.80 et seq., which could result in enjoining the use of the building for any purpose for one (1) year, or in the case of a tenant, could result in cancellation of the lease; and
 4. Inform the owner of the options available under Minnesota Statute § 617.85, which provides that the owner of the building which is subject to a district court abatement proceeding may file a motion before the court that has jurisdiction over the abatement proceeding to cancel the lease or otherwise secure restitution of the premises from the tenant or lessee who has maintained or conducted the nuisance. The owner may assign to the prosecuting attorney the right to file this motion.
 - b. If the recipient of a notice under this section either abates the conduct constituting a nuisance or enters into an agreed upon abatement plan within thirty (30) days of service of the notice and complies within the stipulated time period, the fire code official may not take action to suspend or revoke the fire certificate of occupancy on the specified property regarding the nuisance activity described in the notice.
 - c. If the recipient fails to abate the nuisance within 30 days of service of the notice, or fails to comply with the agreed upon abatement plan, the fire code official will refer the matter to the city council recommending suspension or revocation of the fire certificate of occupancy or refer the matter to the prosecuting attorney in accordance with Minnesota Statute § 617.80 et seq.
- (3) The notice of intent to suspend or revoke the fire certificate of occupancy for nuisance activity shall be served by personal service or by certified mail, return receipt requested. The notice shall state:
- a. The specific reason(s) the fire code official recommends suspension or revocation of the fire certificate of occupancy; and
 - b. The date, time and place of the legislative hearing and public hearing.
- (c) *Appeals and stays of enforcement for revocations, suspensions and denials of fire certificates of occupancy.*
- (1) *Stay pending appeal.* Enforcement proceedings on the suspension, revocation or denial of the fire certificate of occupancy, or orders to correct violations, shall be held in abeyance if the owner shall file an appeal to the legislative hearing officer within ten (10) days of receiving the written

order issued by the enforcement officer, except in the case of an order to vacate a structure which is deemed to be in an unsafe condition and dangerous to life or limb, the enforcement officer shall proceed to order the building vacated until it is made safe or a final determination is made by the legislative hearing officer allowing re-occupancy of the building. This decision shall be presented to the city council for ratification at its next available public hearing. Abeyance of enforcement proceedings shall continue until such time as the hearing officer shall have issued a final determination or in the event the owner should not prosecute the appeal in a timely fashion.

- (d) *Reinstatement following suspension or revocation.* If a fire certificate of occupancy is suspended or revoked for a building, or portion thereof, that building or portion thereof, shall not be occupied until such time as the fire certificate of occupancy is reinstated.
- (e) *Reinstatement following second suspension or revocation.* If a fire certificate of occupancy is suspended or revoked for a second time within a two-year time period under the same ownership, the building for which it was issued shall not again be occupied until such time as the following has occurred:
 - (1) The fire code official has determined that the building is in compliance with applicable safety codes; and
 - (2) A five thousand dollar (\$5,000.00) performance deposit or bond has been posted with the city; the purpose of said bond shall be to off-set potential city expenses associated with abating nuisance conditions at this property and shall be returned to owner upon completion of two (2) years with no legislative code violations requiring city abatement.
- (f) *Reinstatement following third suspension or revocation.* If a fire certificate of occupancy is suspended or revoked for a third time within a three-year time period under the same ownership, the building for which it was issued shall not again be occupied until a nuisance abatement plan is developed by the owner, reviewed by the legislative hearing officer and approved by the city council. If a nuisance abatement plan is not developed and approved, the premise for which the fire certificate of occupancy was issued shall not again be used or occupied for a period of six (6) months.

Sec. #@#@. - Inspections.

- (a) *Scope of inspection.* The fire code official is authorized, in conformity with this chapter, to inspect all buildings, whether having a fire certificate of occupancy hereunder or not. The inspection may include the building, the land upon which it is located and accessory uses or structures. All inspections authorized by this chapter shall be limited to those which are done for the purpose of seeking compliance with applicable safety codes, and shall take place only at reasonable hours or as may otherwise be agreed upon by the owner and the fire code official.
- (b) *Notice of violations.* The fire code official shall give written notice to the owner and any known interested parties of any violations of the applicable safety codes which are discovered during any inspection.
- (c) *Administrative search warrant.* Access during reasonable times shall not be denied by any owner, occupant or other person in charge of the premises. The fire code official may obtain a search warrant where probable cause exists to believe that the premises are in violation of this chapter. Provided, however, that no search warrant is needed for entry where an emergency condition exists and sufficient time to obtain a warrant is unavailable.

Sec. #@#@. - Regulations.

- (a) *Notice by owner.*

- (1) The owner of a building for which a fire certificate of occupancy has been issued is under a continuing obligation to give written notice to the Lower St. Croix Valley Fire Department and the City Building Official of any changes in the information supplied as part of the application for the certificate. This includes any changes or modifications of ownership of the building, property manager or responsible party.
- (2) The owner of a residential building for which a fire certificate of occupancy has been issued who is required to give notice to tenants of potential mortgage foreclosure or cancellation of contract for deed involving the property pursuant City Code must file proof of such notice being given with the fire code official within thirty (30) days.
- (b) *New owner.* A new owner of a building with a fire certificate of occupancy shall file with the Lower St. Croix Valley Fire Department a written application for a modification of the certificate if such premise is still being used or occupied under an existing certificate. Such application shall be filed within thirty (30) days after such new owner obtains new ownership in the building, whether or not such interest has been recorded.
- (c) *Change of use.* Changes in the use of a building shall not be made without the approval of the City Building Official and the Lower St. Croix Valley Fire Department. If the use or occupancy of a fire certificate of occupancy premise changes, it shall immediately be required to meet all requirements of law, including the requirement for a certificate of occupancy before being used for such new or changed use. No change in the existing occupancy classification of a building or portion thereof shall be made, until the fire code official has issued a fire certificate of occupancy as provided herein.
- (d) *Posting.* The fire certificate of occupancy shall be posted in a conspicuous place on the premises and shall not be removed except by authorized persons. Single-family and duplex occupancies need not post the fire certificate of occupancy but it shall be available on the premises.

Sec. #@#@. - Fees.

- (a) *Original issue, new building or substantially rehabilitated buildings.* There shall be no fee charged for an issuance of the fire certificate of occupancy for new buildings at the completion of their construction or following substantial rehabilitation if the city's building official issues a certificate of occupancy or certificate of code compliance.

- (b) *Fees.*

Residential rate, one unit	\$206.00
2 units	\$242.00
3 units	\$252.00
4 units	\$264.00
5 units	\$274.00
6 units	\$285.00
7 units	\$296.00
8 units	\$307.00

9 units	\$318.00
10 through 15 units	\$329.00
A (Assembly), E (Education), I (Institutional), H (Hazardous), F (Factory), M (Mercantile, S (Storage), and B (Business)	
Base fee: up through 13,999 sq. ft.	\$189.00
14,000 through 48,999 sq. ft., per 1,000 sq. ft.	\$15.00
49,000 through 117,999 sq. ft.	\$735.00
118,000 and over sq. ft. maximum fee	\$870.00

- (c) *Reinspection fee.* The renewal fee established in subsections (a) and (b) above allows for one (1) inspection and one (1) reinspection for the renewal of the fire certificate of occupancy. A reinspection fee of fifty (50) percent of the renewal fee shall be levied for each additional reinspection required to demonstrate compliance with applicable safety codes.
- (d) *Referral (or complaint-based) reinspection fee.* Whenever a written correction order is issued to the owner for a violation of this code and after a reasonable time for compliance has elapsed, a reinspection shall be made. If the violation has not been corrected at the time of the reinspection, a referral reinspection fee of seventy-four dollars (\$74.00) shall be collected for every subsequent reinspection until the violation is corrected.
- (e) *Provisional fire certificate of occupancy.* A fee of one hundred five dollars (\$105.00) will be charged for each provisional certificate of occupancy. This is an annual fee until the building is granted a fire certificate of occupancy upon the successful completion of fire certificate of occupancy inspection per this chapter.
- (f) *No entry fee.* The fire code official shall give notice of all inspections to the owner. If any reason exists that the inspection cannot be conducted at the identified time, the owner, shall make personal contact with the fire code official in an acceptable manner, no later than 8:00 a.m. on the date of the scheduled inspection. If the fire code official does not receive such notice and is unable to conduct the inspection because the owner fails to cooperate, the owner shall be assessed a seventy-four dollar (\$74.00) no-entry fee.
- (g) *Exceptions.* The fees for the fire certificate of occupancy and inspection of this code shall be required on buildings owned and occupied by any governmental agency, including county and state governmental agencies. The city, and any other agencies specifically exempted from such fees under state law, shall be exempt from payment of such fees.

Sec. 40.11. - Collection of unpaid fees.

It is the intent of the city council, by the adoption of this section, to impose and collect the costs associated with the inspections and reinspections conducted by the city and Lower St. Croix Valley Fire Department, under this chapter, to maintain the health and safety of the users of city's built environment. If the charges for these services are not paid by the owner of the property in a timely fashion, the city

shall collect such costs by assessment against the real property receiving these inspection and reinspection services, pursuant to Minnesota Statutes § 429.101.

(1) *Written notice.*

- a. Written notice of violations. When the fire code official conducts an initial inspection of a building and determines that violations of safety codes exist, the fire code official shall, in addition to any other action the fire marshal fire code official may undertake, serve written notice of the violation in conformance with the requirements set forth in this chapter.
- b. Notice for collection of inspection and reinspection costs shall include the following information:
 1. Fee for the fire certificate of occupancy inspection and associated reinspections are the responsibility of the owner and shall be paid within the time period(s) identified in the notice; and
 2. The fire code official may require an inspection following a complaint or referral. If the fire code official finds a violation of safety codes during a referral or complaint-related inspection, the fire code official will issue correction orders. If the violation is not corrected by the compliance date provided in the notice of violation, the building owner (s) shall be assessed fees for any necessary reinspections.

(2) *Fee and liability.* The city shall be entitled to collect its costs of fire certificate of occupancy inspections and reinspection. The fees associated with the fire certificate of occupancy program shall be a debt owed to the city and unpaid costs shall be collected by special assessment under the authority in Minnesota Statutes § 429.101. Action under this section does not preclude any other civil or criminal enforcement procedure.

Sec. #@#@. - Illegal occupancy.

No person shall occupy any building which does not have a fire certificate of occupancy. Such illegal occupancy also constitutes a hazard to the health, safety or welfare of the occupants and the public, and may be condemned by the fire code official..

Sec. #@#@. - Penalty.

A violation of, or failure to comply with, any section, provision or requirement in this chapter shall be a misdemeanor and shall be subject to the legislative code, and to applicable state statutes. This chapter is a part of the city health, safety, housing, building, fire prevention and housing maintenance codes, and a violation shall be deemed to be a violation for purposes of state statutes allowing escrow of rent to remedy violations.

Sec. #@#@. - Appeal to legislative hearing officer.

Orders of the fire code official are subject to the Legislative Code. Orders of the fire code official pertaining to revocation, suspension or denial of application are also governed by section #@#@ of this chapter.

Sec. #@#@. - Applicability of other laws.

Nothing in this chapter is intended to waive, replace or amend the applicability or enforcement of any other law, ordinance or regulation applicable to commercial buildings and dwellings, including but not limited to, zoning, nuisance abatement, or licensing ordinances.