



CITY COUNCIL AGENDA
AFTON CITY COUNCIL CHAMBERS
3033 St. Croix Trail South
TUESDAY, February 16, 2016
7:00 P.M.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

- 3. ROLL CALL**
- Mayor Bend
 - Council Member Nelson
 - Council Member Ross
 - Council Member Richter
 - Council Member Palmquist

4. APPROVAL OF AGENDA

- A. Approval of the Agenda for the Regular City Council meeting of February 16, 2016 -

5. APPROVAL OF MINUTES

- A. Minutes of the January 19, 2016 Regular City Council Meeting -

6. PUBLIC INPUT

Citizens may share their comments or concerns on any issue that is a responsibility or function of the Afton City Council, whether or not the issue is on the Agenda. Persons who wish to address the Council must fill out a Comment Card before the meeting begins and give it to the City Administrator or Council Chair. The Council Chair will request you to come to the podium, state your full name and address and present your comments. You are encouraged to limit your presentation to no more than 3 minutes. The Council Chair reserves the right to limit an individual's presentation if it becomes redundant, repetitive, overly argumentative, or if it is not relevant to an issue that is part of the City of Afton's responsibilities. The Council Chair may also limit the number of individual presentations to accommodate the scheduled agenda items.

7. REPORTS/PRESENTATIONS

- A. Sheriff's Monthly Report -
- B. Jim Bougie, Finance Committee Report -
- C. Tom Niedzwiecki, Financial Report -
- D. Lower St. Croix Fire District Report -
- E. Matt Moore SWWD (Annual 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. There is NO 4M Transfer Resolution this month, as next month's will be JANUARY & FEBRUARY.
- C. Reappoint Jim Cox to the Heritage Preservation Commission - Term expires 2/15/2019

9. CITY COUNCIL BUSINESS

A. Planning Commission Report –

1. Variance Application at 1987 Manning Avenue for Danielle and Charlie Wamstad (Traditional Ventures LLC) – **Resolution 2016-11**
2. Washington County’s Updated Subsurface Sewage Treatment System (SSTS) Ordinance

B. Engineering Report -

1. Staff Report/Council Update
 - a. 33rd Street Design and Easement
 - b. Order the Project, Approve Plans and Specifications and Authorize Advertisement for Bids for the Downtown Improvement Project – **Resolution 2016-12**
 - c. Agreement with American Engineering and Testing for Inspection and Testing Services for the Construction of Levee Improvements
 - d. Agreement with American Engineering and Testing for Geotechnical Services to Repair Pennington Avenue Slope Failure

C. Administration –

1. Afton Branding Project Volunteers
2. Ordinance Regulating Mount Hope Cemetery
3. Jim Cox Proposal for Design of Deputies Facility
4. Ordinance Amendment - Number of On-Sale Liquor Licenses - **Ordinance 02-2016**
5. High Speed Internet Access Update
6. Annie Perkins Application to Serve on the Natural Resources and Groundwater Committee
7. New Copier Lease and Maintenance Agreement
8. Verify Depth of Well at House on Wastewater Treatment Site Property
9. Stillwater School District School Consolidation Plan
10. Liquor License Application – BJS Restaurants, LLC, dba The Lumberyard Pub – **Public Hearing**
11. Nature’s Trees, dba St. Croix SavATree, Exterior Building Design at Hudson Road Property with PID# 06.028.20.24.0002
12. Annual Appointments: St. Croix Partnership Team
13. Staff Payroll Processing Changes
14. Afton Historical Museum Funding Request and Agreement
15. City Hall Flooring & Toilet Replacement

D. Committee Reports -

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

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

- A.** Ward 1 Council Member Palmquist
- B.** Ward 2 Council Member Richter
- C.** Ward 3 Council Member Ross
- D.** Ward 4 Council Member Nelson
- E.** Mayor Bend
- 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
January 19, 2016
Afton City Hall
3033 St. Croix Trail
Afton, MN 55001
7:00 P.M.

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

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

15
16 **3. ROLL CALL:** Council Members Nelson, Ross, Richter, Palmquist and Mayor Bend. **Quorum Present.**

17
18 **ALSO PRESENT:** City Attorney Fritz Knaak, City Engineer Diane Hankee, Planning Commission Chair
19 Barbara Ronningen and City Administrator Ron Moorse. City Accountant, Tom Niedzwiecki, joined the
20 meeting in progress.

21
22 **4. APPROVAL OF AGENDA** –

23 A. Agenda for the Regular City Council Meeting of January 19, 2016 – Added Item 7E, recognizing Kenn
24 Kopitzke for his many contributions to the City of Afton.

25 **Motion/Second: Richter/Ross. To approve the agenda of the January 19, 2016 Regular City Council**
26 **Meeting as amended. Motion carried 5-0-0.**

27
28 **5. APPROVAL OF MINUTES** -

29 A. Minutes of the December 15, 2015 City Council Work Session –

30 **Motion/Second: Richter/Palmquist. To approve the minutes of the December 15, 2015 Regular City**
31 **Council meeting as presented. Motion carried 5-0-0.**

32
33 **6. PUBLIC INPUT** – none.

34
35 **7. REPORTS/PRESENTATIONS** -

36 A. Sheriff's Monthly Report – Deputy Sullivan was in attendance and gave the annual report 1,841 case
37 reports, up 282 from 2014. Water and traffic enforcement were higher than they'd ever been. Phone calls asking
38 for money have been happening again; these calls are not legitimate.

39 B. Jim Bougie, Finance Committee Report – Bougie did not have the year-end data. The Mayor indicated
40 that the City Accountant and the Finance Committee should meet so that appropriate information, in addition to
41 what the City Accountant gives to Council, can be answered.

42 C. Tom Niedzwiecki, Budget Report – [This item will “float” until Mr. Niedzwiecki arrives from another
43 meeting.]

44 D. Lower St. Croix Fire District Report – Nelson reported that the fire sign is moving forward. Mayor
45 Bend reported the city had 49% of the calls last month, so the city is getting its money's worth. There should be
46 a savings of \$85,000 next year.

47 E. Recognition of Kenn Kopitzke – The Mayor reported on the passing of Kenn Kopitzke, who served
48 many years on City Council and as a former mayor. He was a civil engineer at MNDOT and also served on the
49 Public Works Committee. Council members noted that Kenn was a rich source of knowledge and history for
50 Afton and was a big part of the Afton Museum activities. He will be greatly missed.

51
52 **8. CONSENT AGENDA** –

53 A. Just and Correct Claims

- 54 B. 4M Fund Transfer - DECEMBER - Resolution 2016-01
- 55 C. 2015 Regular Meeting Schedule – Resolution 2016-02
- 56 D. Renew 4M Joint Powers Agreement – Resolution 2016-03
- 57 E. Designate Official Depository – Resolution 2016-04
- 58 F. Designate Official Newspaper – Resolution 2016-05

59
60 **Motion/Second: Richter/Nelson. To approve the Consent Agenda as presented, including Resolutions**
61 **2016-01, 2016-02, 2016-03, 2016-04 and 2016-05. ROLL CALL: All Ayes. Motion carried 5-0-0.**

62
63 **9. CITY COUNCIL BUSINESS -**

64 **A. Planning Commission Report** –Chair Barbara Ronningen reported for the Planning Commission:

65 1. Nature's Trees, dba St. Croix SavATree, Variance Application at Hudson Road Property with PID#
66 06.028.20.24.0002 – Resolution 2016-10 – Administrator Moorse reviewed the variance application for
67 St. Croix SavATree to construct its Minneapolis/St. Paul headquarters facility on a 5.9 acre site in the northeast
68 corner of the property on Hudson Road. St. Croix SavATree requested two variances: one to reduce the
69 landscaped buffer zone from 50 feet to 25 feet on the south side and from 100 feet to 25 feet on the east side; the
70 other was to allow steel siding as the main exterior building material. Moorse explained that the City Attorney's
71 opinion was that the 2009 ordinance language was not updated on the 2010 codified version posted to the
72 website. The Attorney noted that the 2009 ordinance is valid, but in this particular case, steel siding would be
73 allowed as an exterior building material because the applicant relied on the 2010 codified and posted ordinance.
74 It was noted that there are regulations in the code that restrict the amount of steel allowed and that brick and
75 glass must be 80% of the walls if steel wall panels are used. The Planning Commission recommended denial to
76 Council for the landscape buffer variance request based on the following findings:

- 77 1. The applicant had not shown a practical difficulty that the landscape buffer requirements were
78 not allowing the property to be put to a reasonable use. The applicant's current design and site
79 layout caused the problem.
- 80 2. The difficulty is not due to the unique characteristics of the property, but is being created by
81 the applicant.
- 82 3. Granting a reduced landscape buffer would alter the character of the neighborhood.

83 Mayor Bend stated that the application of the ordinance would be to have 20% on the three sides that face
84 residential and public ways (north, west and east) as steel wall panels and 80% architectural materials.

85 Palmquist stated that the exterior building materials and landscaped buffer issues on the east side, adjacent
86 to residential, didn't seem as important because there is a power line easement that nothing can be built under.
87 He felt the 95% opacity of planted materials could be done in 25 feet. He felt it was important to maintain the
88 natural rise of the parcel to the west, which is what is forcing the building to the location that has been proposed.

89 Nelson felt a 25 foot landscaped buffer on the east would be enough because of the 200 foot power line
90 easement adjacent to the residential zone. He understands the next parcel to the east was purchased by a church
91 group and that use might be seen as more "industrial" than housing, therefore, the Nature's Trees facility would
92 fit into the neighborhood with only a 25 foot buffer.

93
94 **Motion/Second: Bend/Richter. To adopt a drafted Resolution 2016-10 which provides that the applicant**
95 **is removed from the obligation to comply with the Ordinance 07-2009, per the City Attorney' legal**
96 **opinion, but is required to comply with exterior building materials and percentages for facing materials**
97 **on walls per the City Code in place prior to the adoption of Ordinance 07-2009.**

98
99 Council Discussion

100 Richter felt it important to consider the impact of the parcel on the surrounding properties. He stated that the
101 City spent years considering every detail of the Downtown improvements: the trees, the height of the light poles,
102 imprint on the concrete sidewalks, how all items are going to affect the atmosphere, etc. He asked how is it that
103 the Council wouldn't take that same amount of consideration in this Industrial Zone?

104 Palmquist felt that the Industrial Zone does not have the same level of standards for surrounding parcels. He
105 reiterated that the frontage on Hudson Road should look different, but didn't think the other three sides in the
106 Industrial Zone needed to follow the standards. He felt it was impractical.

107 Richter felt concern for the residents in the surrounding neighborhoods that would be interested in the
108 quality of the building materials and the landscape buffers that the city requires.

109 Bend spoke about the history of the parcel, in that a lot of money went into the litigation concerning the
110 parcel that prompted the 2009 ordinance language, which is more restrictive than the requirements in the entire
111 Industrial Zone. He explained that the parcel was Rezoned from Rural Residential to Industrial under the
112 litigation, at which time three of the current council members fought very hard to set a higher quality of building
113 materials designated for that parcel, because it was adjacent to residential and seen as a "gateway" to Afton.

114 Nelson didn't agree with the Findings listed on Resolution 2016-10. He felt that the parcel does have unique
115 characteristics, in that the natural rise of the topography to the west lends itself to being a buffer. He also felt the
116 reduced buffer of 25 feet on the east would not alter the characteristics of that residential neighborhood. He felt
117 the power line offered enough of a buffer for the parcel and the proposed building.

118 Mayor Bend asked how the power line creates a visual buffer, since they restrict any plant material from
119 growing underneath it.

120 Palmquist tried to look at the power line as a practicality, not from a policy standpoint, that it is a large open
121 space between the parcel and a residential zone.

122 Richter stated that when the residents who bought houses in that area, they envisioned another residential
123 neighborhood similar to theirs. That was taken away from them. The City countered with requiring higher
124 standards of building materials in the area rezoned from Residential to Industrial II c.

125 Bend reminded the applicant that a buildable lot which requires for its use a variance is not permitted in
126 Afton by ordinance. This lot is being configured for acquisition for this particular use and if this use requires a
127 variance, they cannot get a variance. This is so that lots don't get created with variances to the zoning
128 regulations of the City. It is not the Council's obligation to enable the purchaser to acquire a lot in order to avoid
129 setbacks. He pointed out state statute language, which states, "the need for a variance is not created by the
130 owner." The current owner of this property is wanting to sell off this portion which requires variances for the
131 proposed use. He spoke in support of the applicant and their company and its services and felt Afton was a good
132 fit. He commended the Council at the time of the Rezoning litigation for their vision that this Industrial zone
133 have a higher standard of building materials.

134 Richter affirmed that the ordinances are in place for a reason and that another use could come along and not
135 need variances, they could meet all the standards, and they could keep the natural topography as well; so this
136 parcel is not unique in that it cannot be put to a reasonable use.

137 Palmquist felt the applicant was meeting all the standards related to the building.

138 Bend pointed out that the only reason impervious standards would be met by this application were that the
139 applicant shifted their driveway off of their parcel onto an adjacent parcel. He pointed out the driveway
140 ordinance requirement was missed when the application was brought in. The matter of the driveway being
141 placed off of the parcel, and later giving access to another future parcel, would require it to become a public
142 road, and that issue has not been addressed with an application. By not having the driveway on their own parcel,
143 the applicant has avoided a violation of the City's impervious surface requirement.

144 Ross asked for clarification on the requirement that the applicant does not own the property and therefore
145 cannot ask for a variance.

146 Bend stated that Moore had clarified that the applicant only needs to have "an interest in the property" in
147 that they have a signed purchase agreement, conditional on the parcel meeting the requirements for their use.
148 The applicant had said that, for economic reasons, this is the size of the parcel they propose to purchase,
149 therefore requiring the variances -- even though economic reasons are not allowed under state statute for
150 granting a variance.

151 Ross asked if the steel siding is the only feasible exterior building material.

152 The applicant stated that steel is their preferred building material. They pointed out with two sides being
153 large garage doors, there is no way that those sides are not going to appear as steel.

154 Ross asked how this might impact future applications.

155 Richter brought up that when the Council debates whether to use asphalt shingles or cedar shakes on a park
156 building and why that is important to the Village and its residents, why would Council give away the higher
157 architectural standards required of this Industrial Zone, just because it is located along Hudson Road?

158 Bend pointed out that the “shingle” decision on the park building was purely discretionary in nature, but this
159 application considers state statute and city ordinance standards. He questioned, absent a valid justification for
160 meeting the state-wide criteria for granting a variance, some members of Council want to grant a variance
161 anyway? Is it because Council doesn’t care what residents see when they walk by the Industrial property or
162 because Council doesn’t care that a church is adjacent to the Industrial Zone, that they feel it’s okay to grant
163 variances that violate state statute? He felt that the City Council needs to enforce the city ordinances as they are
164 drafted, being sensitive to true needs for variances not created by the landowner. He pointed out that this
165 applicant created the need for the variances by not purchasing the size parcel they would need for their use.
166 Bend furthered, if the City wants high quality building materials in this zone, as the agreement for the rezoning
167 was drafted into ordinance, and the City allows this variance, then future applicants may drive up there, see the
168 building, and have to decide: Is this a high-rent area or a low-rent area? They may determine they want a high-
169 quality area to maximize their tax base. Bend wants to see a good tax base in Afton driven by this Industrial
170 zone, not the lowering of desirability or tax base of the area by granting variances which don’t follow the
171 carefully crafted ordinances of the City.

172 Nelson contended that in the future, applicants will have to adhere to the higher quality materials as created
173 in the 2009 ordinance language.

174 Bend asked, if Council doesn’t enforce the 80% “lower quality” building material requirement that is being
175 offered to these applicants [from ordinance language in effect prior to 2009], how will the City enforce the
176 restrictions of higher quality building materials the City has now in that Industrial Zone? He didn’t believe the
177 ordinances would be enforced.

178 Palmquist suggested flexibility for strictly enforcing the 20% steel on three sides. The east and west walls
179 have steel garage doors and it may be impractical to require the 80% architectural materials.

180 Bend felt the City has a valid reason for excluding the garage doors from the wall surface calculations,
181 as they are not wall panels. He pointed out that the language this applicant is being held to is prior to
182 Ordinance 07-2009, and requires that all walls be subject to the ordinance [inserted here for clarity]:

183 *“...buildings constructed of curtain wall panels of finished steel, aluminum or fiberglass shall be*
184 *required to be faced with brick, wood, stone, architectural concrete cast-in-place or precast concrete*
185 *panels on wall surfaces abutting public rights-of-way, a residential zoning district, or public areas.*
186 *The required wall surface treatment may allow a maximum of 20% of the metal or fiberglass wall to*
187 *remain exposed if it is coordinated into the architectural design and is similar to the building*
188 *frontage. Said requirement shall apply to all exterior walls.”*

189 Mayor Bend called the question.

190
191 **ROLL CALL: Nay-Ross, Palmquist, Nelson; Aye-Richter, Bend. Motion failed 2-3-0.**

192
193 **Motion/Second: Palmquist/Nelson. To adopt a Resolution 2016-10 for Nature’s Trees dba St. Croix**
194 **SavATree that approved both the buffer width variance and the exterior building material variance for**
195 **the property on the northeast 5.9 acres of the parcel off Hudson Road with PID 06.028.20.24.0002.**

196 **With a Friendly Amendment by Bend/accepted by Palmquist and Nelson. To use portions of his proposed**
197 **resolution, particularly the findings in his proposed resolution regarding the building materials variance,**
198 **as he believed his findings were more comprehensive than the findings in the resolution drafted by staff.**

199
200 As part of the Mayor’s friendly amendment proposal, Council members and staff worked through the drafts of
201 various resolutions to identify the final conditions and findings of fact.

202
203 **ROLL CALL: Ayes-Nelson, Ross, Palmquist; Nays-Richter, Bend. Motion carried 3-2-0.**

204
205 [It was found, after the meeting, that when staff re-drafted the resolution tracking the discussion and Council
206 members’ notes, that there was not general agreement on the motion that was voted upon. Therefore, it is being

207 advised that the city send a 60-day extension letter to the applicant (if needed) and Council will need to
208 reconvene to decide the matter of this Resolution.]

209
210 2. Update on Solar Power Hour Held at the January 4, 2016 Planning Commission Meeting – Chair
211 Ronningen reported on the large turnout for the presentation for the alternative of solar energy. She mentioned
212 that all of the materials are available on the City website’s home page.

213
214 **A point of clarification** was called by Richter on the City Attorney whether Council should provide direction
215 through a motion to incorporate Ordinance 07-2009 into the City Code. Attorney Knaak advised that it could be
216 done to iterate that the Council does agree that Ordinance 07-2009 remains a decision of the Council and it
217 should therefore be incorporated into the City Code. No Public Hearing is required.

218
219 **Motion/Second: Richter/Palmquist. To incorporate Ordinance 07-2009 into Chapter 12 of the City Code**
220 **of ordinances. With Friendly Amendment by Bend/accepted by Richter and Palmquist. To direct staff to**
221 **incorporate any other ordinance changes that were the subject of the court approved settlement between**
222 **FOC and the City of Afton that may have been inadvertently left out of the 2010 codification. Motion**
223 **carried 5-0-0.**

224
225 Administrator Moorse indicated that Ordinance 07-2009 will be incorporated immediately, however, it may take
226 some time to verify if other ordinances have been left out.

227
228 **B. Engineering Report** – City Engineer Diane Hankee updated the City Council:

229 1. 33rd Street Design – Hankee presented the newest design the engineers worked on with both
230 property owners. The Afton House would like to expand their patio 2 to 3 feet into the right-of-way on the
231 northeastern side of the street and staff directed them to work with the City as a separate project and approvals.
232 This area will be restored with green space. She indicated there may be other considerations to be decided on the
233 south sidewalk. Parking will be put back the way it is now.

234 Palmquist requested that action on the plan be put off until February, so that all items, while agree upon, be
235 totally worked out prior to Council action.

236 Bend had understood that the Afton House was interested in using some of the City’s right-of-way. Based
237 on the valuation by the Afton House of their property (being a much higher valuation than what the City thought
238 it was worth) in terms of what the City was seeking for an easement, he is not inclined to give any right-of-way
239 use to the Afton House. He still felt the proposed design would be attractive and be a win-win for all.

240 Nelson asked for clarification on the section in front of the Current restaurant that shows parking, which will
241 be eliminated and replaced with green space.

242 Council members felt the new design will give an improvement of the streetscape.

243 Hankee pointed out that the parking on the south side will “jog” to the north to accommodate the sidewalk
244 and parking.

245
246 **Action on the revised 33rd Street design was moved to the February 16 City Council meeting.**

247
248 **Item 7C. Tom Niedzwiecki, Budget Report** – Administrator Moorse suggested that City Accountant
249 Niedzwiecki give his Budget Report at this time.

250 Mayor Bend asked Niedzwiecki about the cash flow report from the 4M Fund and what it shows the
251 Council. He also had questions about who is authorized to make transfers to and from the 4M Fund and how it
252 works.

253 Neidzwiecki described making deposits to the bank and requesting checks from the checking account. He
254 described how it relates to the 4M Fund. At the end of each day the deposits and checks that clear the bank go
255 through to the 4M Fund, either positive or negative, from the bank. The 4M Fund was originally set up by the
256 League of Minnesota Cities. The City earns interest income each day and a small deduction fee is taken out for
257 using the 4M Fund. Checks only interact with the General Fund. The City Accountant makes the internal
258 transfers into specific accounts of the General Fund.

259 Niedzwiecki reviewed the preliminary Year-End Financials, which estimated some of the expenses and
260 revenues that haven't come in for the end of the year. The General Fund has a favorable amount of \$98,000.
261 Property tax revenue being paid up to the end of the year do not come in until February, estimated at about
262 \$20,000. He pointed out some significant differences in some categories between budgeted and actual expenses
263 for 2015: Intergovernmental has a favorable \$9,600 credit for agriculture property; Licenses, Fees & Permits is
264 favorable by \$58,000; Wages and Benefits is favorable by \$11,000 (in part from the City having no intern this
265 year). He reviewed the various deficits or favorable differences in each account and category.

266 Council members felt that having Niedzwiecki come to report at the meetings has been very helpful.
267

268 **C. Administration –**

269 Item 3. Designate City Engineer – Resolution 2016-08 – [This was moved up from Item 3 to
270 accommodate the City Engineer's schedule.] Administrator Moose summarized that the City Engineer is
271 designated every year. The Council approved the WSB 2016 Rate Schedule last month.
272

273 **Motion/Second: Bend/Ross. To adopt Resolution 2016-08 designating the firm of WSB as the City**
274 **Engineer. ROLL CALL: All Ayes. Motion carried 5-0-0.**
275

276 1. 2016 Annual City Appointments – Resolution 2016-06 – Council discussed appointing to the
277 positions listed as #14, #16, and #18. All were in agreement as to the other appointments, which remained the
278 same as 2015.
279

280 **Motion/Bend: Nelson/Bend. To adopt Resolution 2016-06 filling appointments on the 2016 Annual City**
281 **Appointments as proposed, including Judy Seeberger for the Yellow Ribbon Network, to aggressively seek**
282 **someone to appoint as the MSCWMO Representative, and to come back with information about what the**
283 **Lower St. Croix Partnership Team does before making an appointment. ROLL CALL: All Ayes. Motion**
284 **carried 5-0-0.**
285

286 2. Designate City Attorney and Prosecution Attorney – Resolution 2016-07 – Administrator Moose
287 indicated that the firm of Holstad and Knaak have been the City Attorney and Prosecuting Attorney for the City
288 for several years.
289

290 **Motion/Second: Richter/Nelson. To adopt Resolution 2016-07 designating the firm of Holstad and Knaak as the**
291 **City Attorney and Prosecuting Attorney. ROLL CALL: All Ayes. Motion carried 5-0-0.**
292

293 4. Designate Official 2016 City Signatories for Payroll and Checks – Resolution 2016-09 –
294 Administrator Moose summarized that four official signatories need to be designated for signing payroll and
295 checks; two from Council and two from staff. Council designees are proposed as Council Member Nelson and
296 Mayor Bend; staff are the City Administrator and Deputy Clerk.
297

298 **Motion/Second: Richter/Palmquist. To adopt Resolution 2016-09 designating the official signatories for**
299 **payroll and checks as Council Member Nelson and Mayor Bend; staff are the City Administrator and**
300 **Deputy Clerk. ROLL CALL: All Ayes. Motion carried 5-0-0.**
301

302 5. 2016 Fee Schedule Ordinance Amendment – Ordinance 01-2016 – Administrator Moose reviewed
303 that the last time the fee schedule was updated was 2013, when the City realized the Liquor License fees were much
304 below other cities. Council agreed to increase the license fees incrementally over a series of years, so as not to burden
305 liquor license holders. He summarized that while most of the fees are not recommended to be changed, a number of
306 fees are recommended for increases. Moose explained that:

- 307 • Afton's on-sale liquor license fee is lower than in other cities, i.e. Bayport's fee is \$2,000 and Lakeland's
308 fee is \$1,600. In 2013, Afton's fee was increased from \$1,000 to \$1,200, with the plan to continue to
309 increase it incrementally each year. Because the fee was not increased in 2014 or 2015, it is
310 recommended the fee be increased to \$1,600.

- 311 • Afton's off-sale liquor license is also lower than other cities. It is recommended the fee be increased
- 312 from \$100 to \$200. [Maximum allowable fee is \$240.]
- 313 • The Peddler/Solicitor license fee is recommended to increase from \$25 to \$50.
- 314 • The fee for rezoning from Ag Preserve to Agricultural is proposed to be reduced from \$350 to \$150.
- 315 This action requires minimal staff effort beyond processing the application and ensuring the property's
- 316 Ag Preserve certification has expired.
- 317 • Staff had also added the Solid Waste Hauler annual fee, as it had been missing from previous years' lists.

318

319 Council Discussion

320 Palmquist suggested the On-Sale License go from its current \$1,200 to \$1,400 and for Off-Sale to go

321 from \$100 to \$150.

322

323 **Motion/Second: Palmquist/Richter. To adopt Ordinance 01-2016 the City's Fee Schedule for as**

324 **presented, but amending the Liquor License fees as amended in the Council Discussion above. ROLL**

325 **CALL: All Ayes. Motion carried 5-0-0.**

326

327 **Motion/Second: Bend/Nelson. To adopt Summary Ordinance 01-2016 the City's Fee Schedule for**

328 **publication. ROLL CALL: All Ayes. Motion carried 5-0-0.**

329

330 6. Number of City Liquor Licenses Ordinance Amendment – Ordinance 02-2016 – Administrator

331 Moore reviewed that the ordinance that establishes the number of on-sale liquor licenses available in the City

332 was amended in 2005 to provide that the number of liquor licenses shall not exceed the number then-currently

333 issued. The Data Retention Act requires keeping records for 6 years beyond the license expiration date,

334 therefore, the City's records regarding issued liquor licenses do not extend back to 2005, so the number of on-

335 sale liquor licenses that were issued at that time is not clear. The maximum number of on-sale liquor licenses

336 allowed by the State in a city of Afton's size is five (5). The current number of liquor licenses issued is two (2).

337 Staff is recommending that Council adopt an ordinance amendment to clearly establish the number of liquor

338 licenses that can be issued.

339

340 Council members clarified that the City has discretion for approving liquor licenses. Attorney Knaak said

341 the City has an enormous discretion for approving particular establishments for a liquor license. Some Council

342 members felt that if the City has discretion, why wouldn't the City want to have all five liquor licenses

343 available, as the City Attorney stated, the City is not required to issue all of its liquor licenses.

344 Council felt they may want to add other regulating language in the ordinance as well.

345

346 Staff was directed to find out information as to the percentage of food sold to liquor sold from both

347 restaurants with current liquor licenses in Afton.

348

349 **Motion/Second: Bend/Richter. To TABLE to the February 16 meeting the discussion on Ordinance 01-**

350 **2016 amending the number of on-sale liquor licenses that may be issued in Afton. Motion carried 5-0-0.**

351

352 7. Lake Elmo Minor Comprehensive Plan Update – Administrator Moore reviewed that Lake Elmo

353 has proposed a Minor Comprehensive Plan Update to allow senior housing at higher densities than other multi-

354 family housing uses (up to 20 units per acre) in several areas, including an area in the southeastern portion of the

355 City north of I-94 and adjacent to Manning Avenue. The City of Lake Elmo is requesting an expedited review of

356 the Plan Update so that the Plan Update can move to the next step of the review and approval process. The Met

357 Council map already shows the area is to be sewerred.

358

359 **Motion/Second: Nelson/Palmquist. To accept the edits to the Lake Elmo Minor Comprehensive Plan**

360 **Update with no comments and no objections. Motion carried 5-0-0.**

361

362 8. Expense Reimbursement Policy for Council Members – Administrator Moore indicated the City's

363 policy regarding spending city funds has a section on mileage reimbursement that reads as follows:

364

362 *“The Council will designate employees and officials who will be reimbursed on a monthly basis*
363 *for mileage and other authorized expenses incurred in the performance of their responsibilities.*
364 *The total reimbursement due to each person shall be submitted to the Office Assistant (should be*
365 *changed to Deputy Clerk) and Accountant who shall list each claim on the monthly claim sheet.”*

366 Moose indicated that employees are regularly reimbursed for mileage and other authorized expenses. He
367 noted that, in recent years, Council members have been reimbursed for mileage and expenses related to Council-
368 authorized attendance at a conference or similar activity. He indicated that staff have not received
369 reimbursement requests from Council members for mileage to other activities related to the performance of their
370 responsibilities. Moose indicated that the mayor’s trip to the Duluth conference had received prior Council
371 authorization.

372 Mayor Bend indicated that he had not submitted his reimbursement for the Duluth conference by the end of
373 2015, and when he looked back at the dates for that conference he saw all the other meetings he had attended on
374 his calendar. Not knowing just what the policy was, he submitted his mileage for all the meetings for the year
375 2015. He recused himself from the discussion and vote.

376 Council agreed that reimbursable expenses for Council members be expenses related to training and/or
377 conferences which must be pre-authorized by the Council. Council members’ monthly stipend may be thought
378 of as payment for any extraneous expenses. Council wondered whether mileage could be deducted on taxes and
379 thought that expense reimbursement should be auditable. It was noted that elected officials serve as public
380 servants, but it is somewhat important for residents to know what Council members volunteer of their time.

381
382 **Motion/Second: Nelson/Palmquist. To cover the mayor’s conference mileage and room for the 2015**
383 **Duluth conference. And to clarify that the City’s policy regarding expense reimbursement for Council**
384 **members is for pre-authorized conference, seminars, workshops and/or travel. Motion carried 5-0-0.**
385

386 9. Deputy Clerk Professional Development – There was no discussion on the Deputy Clerk’s request
387 to attend two days of the International Code Council (ICC) Educational Institute in Chaska. Administrator
388 Moose had recommended approved in the Council memo, as the Professional Development/Permit
389 Techs/Housing/Code Enforcement track directly relates to dealing with the public, dealing with difficult
390 situations, and developing and maintaining credibility with the public. The memo maintained this training will
391 be helpful in dealing with customer service situations, and particularly those that will come up during the
392 downtown improvement projects construction process. The request included the registration fee for two days of
393 the Educational Institute on Monday, February 8 and Tuesday, February 9, one night of lodging and mileage
394 reimbursement for one round trip for a total cost of \$464.04.

395
396 **Motion/Second: Nelson/Bend. To approve the request by Deputy Clerk Kim Swanson Linner to attend**
397 **the International Code Council Educational Institute at a cost of \$464.04 on February 8 and 9, 2016 in**
398 **Chaska, MN. Motion carried 5-0-0.**
399

400 10. Renewal of Minnesota City/County Management Association Membership – There was no
401 discussion on the request to approve the annual renewal to the Minnesota City/County Management Association
402 (MCMA) professional and educational organization for appointed management executives and assistants serving
403 cities, counties and other local governments in Minnesota.

404
405 **Motion/Second: Nelson/Palmquist. To approve payment for the annual renewal cost of the City**
406 **Administrator’s membership in the MCMA in the amount of \$106.00. Motion carried 5-0-0.**
407

408 11. Fire Department Informational Sign Contribution – There was no discussion on the Lower St. Croix
409 Valley Cable Commission that provided a special distribution of Cable TV fee revenue to its member cities.
410 Afton’s share of the distribution was \$1,404.51. The cities chose to fund the installation of a digital information
411 sign at the Lower St. Croix Valley Fire Station with the revenue. The sign will provide public safety and other
412 community event information.

413 Ross felt that the digital sign at Lakeland Plaza could be used by the communities. He felt this sign would be
414 a waste of money.

415
416 **Motion/Second: Nelson/Richter. To approve funding for a digital information sign for the Lower St.
417 Croix Valley Fire Station in the amount of \$1,404.51. Motion carried 4-1-0 (Nay-Ross).**

418
419 12. Schedule Work Session – Administrator Moorse indicated that there are a number of topics that need
420 to be addressed or finalized by the Council. In addition, there may be additional work items related to the downtown
421 improvement projects. Work session topics were listed as: Resolve the remaining issues related to the ordinance
422 amendment regarding accessory buildings; Goal setting for 2016; Joint work session with the Planning Commission;
423 2016 goals; Comprehensive Plan update process; and, Review bids for the wastewater treatment system. To enable the
424 Council to address these items, staff wished to schedule a work session. No dates were found in February that work, so
425 a work session may be scheduled for early March.

426 Council felt the agenda item should say “Work Session Topics” rather than “Schedule Work Session” as it is
427 difficult to schedule the work session at a council meeting.

428
429 **D. Committee Reports -**

- 430 1. Public Works – had no meetings.
- 431 2. Personnel – nothing to report.
- 432 3. Parks – have not met, but should have preliminary information on the Town Square Restroom
433 Building grant in March.
- 434 4. HPC/DR – the HPC is working on the local designation process; the consultant is doing work.
- 435 5. Natural Resources and Groundwater – members of the NRGCC have had articles in the monthly
436 newsletter on their work product. They are working on base data for wells in Afton, and locating wells to be
437 tested. They are doing liaison work with Washington County and the State so as not to duplicate information.
- 438 6. High Speed Internet – there will be a meeting in February with CenturyLink and the City
439 Administrator to get some definition on what the CAF program is going to look like. It will be starting in the
440 spring.

441
442 **10. COUNCIL, CONSULTANT AND STAFF REPORTS, ANNOUNCEMENTS AND UPDATES**

- 443 **A.** Ward 1 Council Member Palmquist – none.
- 444 **B.** Ward 2 Council Member Richter – attended the Fire Department award night with the mayor; it was
445 very interesting. The full-time person was first to arrive on-scene in time to save the person’s life. Dispatch was
446 able to instruct a person on site to keep his heart going until Emergency Services arrived. His heart was restarted
447 16 times with the AED on the way to the hospital.
- 448 **C.** Ward 3 Council Member Ross – none.
- 449 **D.** Ward 4 Council Member Nelson – reported on the Gateway Corridor; Lake Elmo withdrew support.
- 450 **E.** Mayor Bend – none.
- 451 **F.** City Attorney Knaak – quiet month; Prosecution Report on file. Commissioners have been
452 appointed for the condemnation hearing. They will not do a review until the snow has cleared.
- 453 **G.** City Administrator Moorse – none.

454
455 **11. ADJOURN –**

456
457 **Motion/Second: Richter/Palmquist. To adjourn the meeting at 10:28 p.m. Motion carried 5-0-0.**

458
459 Respectfully submitted by:

460
461
462 _____
463 Kim Swanson Linner, Deputy Clerk

464
465
466
467
468

Approved by Council (on February 16, 2016) as (check one): Presented: _____ Amended: _____

Signed by Mayor Richard Bend _____ Date _____

ALCOPFR\$.txt
 PF Citations by City Rpt

QIJS Page 1
 2/01/16 5:00:02

Washington County Sheriff's Office
 CITATIONS BY CITY REPORT

City Selected: AFTON

From Date: 1/01/2016 To: 1/31/2016

AFTON

Offense Date	Offense Time	Location	Citation #
1/02/2016 Statute 169	0758 14 2A3	MANNING AV S/22ND ST S 73/55 ZONE	8222088
1/02/2016 Statute 169	1444 14 2A3	MANNING AV S/22ND ST S 71/55 ZONE	8222093
1/03/2016 Statute 171	0040 24 2	I94/MANNING AV DAR	8214018
1/03/2016 Statute 169	1105 14 2A3	MANNING AV S/ 30TH S 70/55 ZONE	8222095
1/03/2016 Statute 169	1004 14 2A3	MANNING AV S/60TH ST 68/55 ZONE	822294
1/07/2016 Statute 168	1017 09 1	INDIAN TRL S/HUDSON RD S EXPIRED REG	8221203
1/07/2016 Statute 169	2200 14 2A1	4000 BLK ST CROIX TRL 51/30 ZONE	8224365
1/11/2016 Statute 169	1543 14 2	MANNING/97TH ST 79/55 ZONE	8221631
1/23/2016 Statute 169	1535 14 2A3	MANNING AV S/30TH ST N 70/55 ZONE	8224439

Total for City: AFTON

9

** END OF REPORT **

Washington County Sheriff's Office
 CONTRACT ICR's
 Contract Report for AFTON
 For the Period 1/01/16 To 1/31/16

Date	Time	ICR #	ID#	Street Name	Complaint
1/01/16	12:32:24	116000036	0160	RIVER RD	ALARM SOUNDING
1/01/16	15:27:14	116000058	0176	HUDSON RD	SUSPICIOUS VEHICLE
1/01/16	16:30:58	116000071	0176	AFTON HILLS DR	FIRE ALARM
1/01/16	18:16:32	116000084	0111	MANNING AV	VEH IN DITCH
1/02/16	8:01:59	116000121	0115	MANNING AV	SPEEDING 73 IN A 55
1/02/16	8:32:14	116000122	0077	50TH ST	BURG ALARM
1/02/16	14:50:25	116000167	0115	MANNING AV	SPEEDING, 71 IN A 55
1/02/16	18:20:42	116000191	0176	40TH ST	RESIDENTIAL FIRE ALARM
1/03/16	0:49:36	116000220	0119	I94	TRAFFIC DAR
1/03/16	1:28:40	116000222	0072	STAGECOACH TR	ALARM
1/03/16	9:32:40	116000239	0160	MAJESTIC PINES	INFO/PROPERTY
1/03/16	10:09:57	116000245	0115	MANING AV	SPEEDING 68 IN A 55
1/03/16	11:14:36	116000251	0115	MANNING AV	SPEEDING 70 IN A 55
1/04/16	11:32:51	116000335	0130	AFTON HILLS DR	INFORMATION/RES CHECK
1/04/16	14:20:44	116000374	0130	SAINT CROIX TR	ANIMAL CONCERN
1/04/16	16:26:13	116000400	0100	TRADING POST TR	OFFICERS INFO
1/04/16	16:28:27	116000402	0100	TRADING POST TR	OFFICERS INFO
1/04/16	16:37:10	116000403	0090	I94	DISABLED VEHICLE
1/04/16	20:13:24	116000419	0139	HUDSON RD	SUSPICIOUS ACTIVITY
1/04/16	20:22:01	116000420	0139	NEAL AV	CHECK WELFARE/ 3RD PARTY
1/04/16	21:21:44	116000423	0190	NEAL AV	TRAFFIC SPEED
1/06/16	13:21:07	116000625	0061	VALLEY CREEK TR	PUBLIC ASSIST
1/06/16	14:04:27	116000631	0085	44TH ST	SEE COMP
1/06/16	16:52:37	116000673	0139	STAGECOACH TR	SUSPICIOUS ACTIVITY 3RD PARTY
1/06/16	19:59:03	116000682	0139	PHEASANT CT	SUSPICIOUS ACTIVITY
1/07/16	10:17:19	116000725	0160	INDIAN TR	TRAFFIC - EXP TABS
1/07/16	11:06:46	116000734	0160	TRADING POST TR	TRAFFIC
1/07/16	14:08:00	116000762	0193	59TH ST	FRAUD
1/07/16	16:24:42	116000789	0100	W OAKGREEN CIR	OFFICERS INFO
1/07/16	16:30:12	116000791	0100	W OAKGREEN CIR	OFFICERS INFO
1/07/16	17:47:27	116000794	0091	57TH ST	EXTRA PATROL
1/07/16	19:30:08	116000801	0176	2ND ST	MEDICAL LEVEL 1
1/07/16	22:07:25	116000813	0176	SAINT CROIX TR	TRAFFIC
1/09/16	13:46:42	116001045	0160	AFTON BLVD	TRAFFIC
1/09/16	18:00:29	116001077	0176	AFTON	ANIMAL INFORMATION
1/10/16	13:20:52	116001135	0077	15TH ST	SUSPICIOUS ACTIVITY
1/10/16	17:23:13	116001148	0061	HUDSON RD	FOUND DOG CONTAINED
1/11/16	7:59:22	116001184	0088	AFTON BLVD	THEFT REPORT
1/11/16	10:30:06	116001211	0088	50TH ST	INFORMATION
1/11/16	16:24:49	116001281	0176	PUTNAM BLVD	FAMILY ASSIST
1/12/16	9:02:14	116001331	0130	31ST ST	MEDICAL LEVEL 1
1/12/16	10:18:51	116001339	0130	50TH ST	BURG ALARM
1/12/16	10:21:18	116001342		50TH ST	RECEIPT# 160000168
1/12/16	14:54:17	116001395	0068	STAGECOACH TR	ANIMAL COMPLAINT *RESTACK
1/13/16	2:21:57	116001451	0092	50TH ST	OVEN FIRE
1/13/16	5:54:21	116001458	0178	SAINT CROIX TR	DIRECTED PATROL-SPEED
1/13/16	6:38:39	116001460	0178	MANNING AV	DIRECTED PATROL-SPEED
1/13/16	7:18:27	116001465	0130	HUDSON RD	AUD ALARM
1/14/16	10:30:56	116001625	0077	CROIXVIEW DR	FRAUD REPORT
1/14/16	18:20:31	116001682	0076	ODELL AV	DEATH NOTIFICATION
1/15/16	9:39:20	116001736	0075	MANNING AV	SUSPICIOUS ACTIVITY
1/15/16	13:14:51	116001773	0100	NEAL AV	OFFICER INFO

CJBWPR\$.txt
 Washington County Sheriff's Office
 CONTRACT ICR's
 Contract Report for AFTON
 For the Period 1/01/16 To 1/31/16

Date	Time	ICR #	ID#	Street Name	Complaint
1/15/16	15:12:08	116001792	0176	30TH ST	SUSPICIOUS ACTIVITY *CA
1/15/16	22:43:41	116001834	0176	2ND ST	MEDICAL LVL 1 *POSSIBLE STROK
1/16/16	9:53:24	116001862	0068	36TH ST	PROPERTY DAMAGE ACC
1/16/16	14:12:41	116001877	0160	SAINT CROIX TR	SUSPICIOUS VEHICLE
1/16/16	15:58:33	116001885	0088	QUANT AV	ANIMAL CONCERN
1/16/16	16:17:07	116001888	0176	TRADING POST TR	INJURED DEER
1/17/16	0:20:52	116001906	0080	SAINT CROIX TR	VEHICLE OFF RDWY **RSTKED
1/18/16	16:27:04	116002003	0192	ODELL AV	911 OPEN LINE/DISCONNECT
1/18/16	18:01:09	116002008	0084	I94	DISABLED VEHICLE **WHITE
1/18/16	18:10:40	116002010	0084	MANNING AV	ACCIDENT/NO INJURIES
1/19/16	12:19:29	116002101	0083	ODELL AV	RECEIPT# 160000288
1/19/16	12:47:07	116002112		MEADOW PATH POI	RECEIPT# 160000295
1/19/16	12:48:07	116002113	0083	MEADOW PATH POI	RECEIPT# 160000295
1/19/16	14:49:34	116002146	0176	OZARK AV	MEDICAL LEVEL 2
1/19/16	18:21:15	116002185	0176	MANNING AV	FRAUD REPORT *RSTK 176 CA
1/20/16	8:25:25	116002228	0083	PENFIELD CT	RECEIPT# 160000322
1/20/16	14:52:06	116002304	0093	50TH ST	MEDICAL LEVEL 3
1/22/16	6:10:10	116002495	0067	AFTON BLVD	CAR VS DEER
1/22/16	10:17:12	116002523	0130	HUDSON RD	MEDICAL LEVEL 1
1/22/16	22:14:51	116002636	0087	34TH ST	DISTURBANCE
1/23/16	15:57:22	116002690	0170	MANNING AV	TRAFFIC 82-024439 SPEED 70/55
1/23/16	23:38:23	116002718	0190	MANNING AV	TRAFFIC SPEED
1/24/16	8:33:13	116002743	0088	I94	STALLED VEH
1/24/16	10:15:23	116002749	0160	I94	ACCIDENT UNK INJ
1/24/16	11:44:31	116002754	0085	60TH ST	PUBLIC ASSIST
1/25/16	6:13:35	116002794	1204	I94	VEHICLE OFF THE ROAD UNK I
1/25/16	8:15:17	116002823	0088	SAINT CROIX TR	CAR VS DEER *STATE AC
1/25/16	10:09:32	116002839	0088	SAINT CROIX TR	INJURED DEER
1/25/16	14:42:00	116002917	0088	OSGOOD AV CT	EXTRA PATROL REQUEST
1/26/16	9:10:20	116002974	0096	44TH ST	MEDICAL ALARM
1/26/16	10:29:57	116002989	0100	NEAL AV	OFFICER INFO
1/26/16	15:59:54	116003046	0084	I94	MEDICAL EVAL
1/26/16	17:41:28	116003058	0176	SAINT CROIX TR	TRAFFIC
1/26/16	17:44:51	116003060	0176	50TH ST	MEDICAL LEVEL 3
1/26/16	18:28:46	116003065	0176	SAINT CROIX TR	TRAFFIC
1/27/16	6:32:48	116003093	0072	40TH ST	INJURED DEER
1/27/16	12:17:29	116003154	0083	57TH ST	RECEIPT# 160000491
1/28/16	9:47:43	116003279	0077	50TH ST	MEDICAL LEVEL 3
1/28/16	17:11:12	116003368	0091	AFTON HILLS DR	INJURED DEER
1/30/16	4:10:41	116003580	0124	42ND ST	MEDICAL LEVEL1
1/30/16	9:26:09	116003591	0077	STAGECOACH TR	ALARM
1/30/16	18:39:34	116003624	0139	NEAL AV	ALARM
1/31/16	16:08:48	116003693	0176	SAINT CROIX TR	TRAFFIC
1/31/16	20:26:32	116003704	0176	SAINT CROIX TR	TRAFFIC

Total ICRs Processed: 96

** END OF REPORT **

City of Afton – Financial Reports Full Year 2015 (final except for Y/E transfers)

Description	Pages
Balance Sheet	A1
Statement of Changes in Fund Balance: Current Month	B1
Statement of Changes in Fund Balance: Year to Date	C1
Statement of Revenue and Expenditures: General Fund Summary plus Detail for All Other Funds	D1 to D8
Detail Statement of Revenue and Expenditures: General Fund Only	E1 to E6
Summary of Special Activities and MN Investment Funds	F1
Summary and Detail of City Infrastructure Projects - LTD	G1 to G18

Accountant's Discussion:

The 2015 Annual Financials are still considered final except for year end transfers. The General Fund ends the year at a favorable variance to budget of \$110,180. Some key contributors to the favorable variance were:

- Revenue:
- Slightly unfavorable property tax collections (Unfavorable \$17,347)
 - Better than expected building permits (Net favorable of \$26,647)
 - Better than expected Other Revenue (Net fav of \$6,000)

Expenses:

- General & Admin (ex Bldg Insp) under budget by \$42,333.
- Street Maint under budget by \$41,966.

Accountant's Recommendation:

1. Keep \$25,000 in the General Fund. This will assist greatly in the cash flow for the General Fund, thus decreasing the reliance on temporary transfers from the Special Reserve Fund.
2. Use \$25,000 to set up a Snow & Ice Reserve for years when we go over budget.
3. Transfer the \$4,000 not used for Flood Control to the Special Activities Fd 6931.


 Prepared by Thomas H. Niedzwiecki, Accountant

**City of Afion - Statement of Changes in Fund Balances
for Month of December 2015**

#	Description	Beginning Fund Balances										Total All Funds	
		#100 General Fund	#115 Buildings & Land Capital Fund	#120 Street Imp Capital Fund	#200 Park Reserve Fund	#250 Special Reserve Fund	#400 201 Project Fund	#500 Fire Station: Debt Service Fund	#550 Spec Act Fd + #600 MN Investment Fd	#600 & 800 City Infrastructure Improvement Fd	#725 Road Debt Serv Fd		#810 City Dock Fund
A	Section I. Revenues	507,115	61,725	459,049	95,726	433,946	(323)	2,159	316,217	(1,199,899)	(2,809,890)	56,255	(2,077,918.67)
1	Property Taxes	13,480	0	0	0	0	0	0	0	0	0	0	13,480
19	Intergovernmental Revenues	6,235	0	30,254	0	0	0	0	0	0	0	0	36,488
21	Fines and Forfeitures	31	0	0	0	0	0	0	0	0	0	0	31
25	Licenses, Fees and Permits	638	0	0	0	0	0	0	0	0	0	0	638
25	Special Assessments	19,432	0	0	0	0	0	0	0	0	0	0	19,432
35	Misc Revenue/Gaming Tax	0	0	0	0	0	0	0	0	0	0	0	0
35	Misc Revenue/Gaming Tax	3,271	0	0	0	0	0	0	0	0	0	0	3,271
36	DNR Flood Improvement Project	0	0	0	0	0	0	0	0	0	0	0	0
36	Other Grants/State Fire Aid	0	0	0	0	0	0	0	0	0	0	0	0
37	Interest Income	18	3	18	5	23	0	0	15	115	11	3	212
37	TIF District/MN Inv Fund Loan	0	0	0	0	0	0	0	0	0	0	0	0
37	Park Fees	0	0	0	10,000	0	0	0	0	0	0	0	10,000
B	Total Revenue	43,105	3	30,272	10,005	23	0	0	15	115	11	3	83,553
C	Other Financing Sources/Transfers	0	0	0	0	0	0	0	0	0	0	0	0
	Section II. Expenditures												
	General and Administrative												
1	Wages and Benefits	19,192	0	0	0	0	0	0	0	0	0	0	19,192
2	Professional Services	10,285	0	0	0	0	0	0	399	0	0	0	10,684
3	Other Expenditures	3,672	0	0	0	0	0	0	0	0	0	0	3,672
	Total General and Administrative	33,148	0	0	0	0	0	0	399	0	0	0	33,547
5	Public Safety/State Fire Aid	85,685	0	0	0	0	0	0	0	0	0	0	85,685
9	Public Health/Cons of Natural Resources	75	0	0	0	0	0	0	0	0	0	0	75
11	Streets	18,429	0	0	0	0	0	0	0	0	0	0	18,429
13	DNR Flood Improvement Project	0	0	0	0	0	0	0	0	59,371	0	0	59,371
13	Other Street Imp/Road Paving Project	210	0	29,162	0	0	0	0	0	0	0	0	31,048
14	Buildings and Land/City Dock	1,086	0	0	0	1,676	0	0	0	0	0	0	1,086
15	TIF District/MN Inv Fund Loan Disb	0	0	0	0	0	0	0	0	0	0	0	0
15	Parks and Recreation	100	0	0	0	0	0	0	0	0	0	0	100
16	Debt Service - Interest Expense	0	0	0	0	0	0	0	0	0	5,785	0	5,785
16	Debt Service - Principal Retirement	0	0	0	0	0	0	0	0	0	0	0	0
D	Total Expenditures	138,734	0	29,162	0	1,676	0	0	399	59,371	5,785	0	235,127
E	Other Financing Uses/Transfers	0	0	0	0	0	0	0	0	0	0	0	0
E	Revenues Over (Under) Expenditures	(95,629)	3	1,110	10,005	23	(1,676)	0	(384)	(59,256)	(5,774)	3	(151,574)
F	Ending Fund Balances	411,487	61,728	460,159	105,731	433,969	(2,000)	2,160	315,834	(1,259,155)	(2,815,664)	56,258	(2,229,493)

Thomas H. Neyschke, Accountant

**City of Afton - Statement of Changes in Fund Balances
for Year to Date December 31, 2015**

#	Description	#100 General Fund	#115 Buildings & Land Capital Fund	#120 Street Imp Capital Fund	#200 Park Reserve Fund	#250 Special Reserve Fund	#400 201 Project Fund	#500 Fire Station: Debt Service Fund	#550 Spec Act Fd + #600 MN Investment Fd	#800 & 805 City Infrastructure Improvement Fund	#725 Road Debt Serv Fd	#810 City Dock Fund	Total All Funds
A	Beginning Fund Balances	301,307	43,274	474,880	51,241	428,867	3,374	2,158	259,383	(397,086)	(3,010,159)	52,383	(1,790,378)
Section I. Revenues													
1	Property Taxes	1,308,639	0	0	0	0	0	57,933	0	0	310,000	0	1,676,572
19	Intergovernmental Revenues	8,998	0	60,510	0	0	0	0	0	0	0	0	69,508
21	Charges for Services	137	0	0	0	0	3,787	0	21,277	0	0	3,850	29,051
25	Fines and Forfeitures	15,284	0	0	0	0	0	0	0	0	0	0	15,284
25	Licenses, Fees and Permits	189,742	0	0	0	0	0	0	0	0	0	0	189,742
25	Special Assessments	0	0	0	0	0	0	0	0	0	0	0	0
35	Misc Revenue/Gaming Tax	4,700	0	0	0	0	0	0	0	143,937	0	0	4,700
36	DNR Flood Improvement Project	8,410	0	0	0	0	0	0	64,463	0	0	0	143,937
36	Other Grants/State Fire Aid	144	17	130	26	102	0	1	107	0	99	25	72,873
37	Interest Income	0	0	0	0	0	0	0	0	0	0	0	1,047
	TIF District/MN Invest Fund Proceeds	0	0	0	54,743	0	0	0	0	0	0	0	0
	Park Fees	0	0	0	0	0	0	0	0	0	0	0	54,743
	Total Revenue	1,536,054	17	60,640	54,769	102	3,787	57,934	85,847	144,332	310,099	3,875	2,257,458
B	Total Revenue	1,536,054	17	60,640	54,769	102	3,787	57,934	85,847	144,332	310,099	3,875	2,257,458
C	Other Financing Sources/Transfers	0	21,000	200,000	0	5,000	0	0	28,500	0	0	0	254,500
Section II. Expenditures													
	General and Administrative												
1	Wages and Benefits	234,446	0	0	0	0	0	0	0	0	0	0	234,446
2	Professional Services	153,655	0	0	0	0	0	0	29,485	0	0	0	183,140
3	Other Expenditures	58,017	0	0	0	0	0	0	2,725	0	0	0	60,743
	Total General and Administrative	446,119	0	0	0	0	0	0	32,210	0	0	0	478,329
5	Public Safety/State Fire Aid	392,065	0	0	0	0	0	0	47,348	0	0	0	439,413
9	Public Health/Cons of Natural Resources	1,087	0	0	0	0	0	0	(16,070)	0	0	0	(14,983)
11	Streets	211,734	0	0	0	0	0	0	0	0	0	0	211,734
13	DNR Flood Improvement Project	0	0	0	0	0	0	0	0	1,240,442	0	0	1,240,442
13	Other Street Imp/Road Paving Project	1,914	0	275,360	0	0	9,160	0	(6,440)	0	0	0	279,995
14	Buildings and Land/City Dock	10,334	2,563	0	0	0	0	0	0	0	0	0	12,897
15	TIF District/MN Inv Fund Loan Disb	0	0	0	280	0	0	0	849	0	0	0	849
15	Parks and Recreation	3,921	0	0	0	0	0	0	0	0	0	0	3,921
16	Debt Service - Interest Expense	0	0	0	0	0	0	57,933	0	0	(118,437)	0	4,201
	Debt Service - Principal Retirement	0	0	0	0	0	0	0	0	0	0	0	(60,504)
	Total Expenditures	1,067,175	2,563	275,360	280	0	9,160	57,933	57,897	1,240,442	(118,437)	0	2,592,373
D	Total Expenditures	1,067,175	2,563	275,360	280	0	9,160	57,933	57,897	1,240,442	(118,437)	0	2,592,373
E	Other Financing Uses/Transfers	358,700	0	0	0	0	0	0	0	0	0	0	358,700
E	Revenues Over (Under) Expenditures	110,180	18,454	(14,720)	54,489	5,102	(5,373)	1	56,451	(1,096,109)	428,536	3,875	(439,115)
F	Ending Fund Balances	411,487	61,728	460,159	105,731	433,969	(2,000)	2,160	315,834	(1,493,196)	(2,581,624)	56,258	(2,229,493)

Thomas H. Nitzsche
Prepared by Thomas H. Nitzsche, Accountant

City of Afton
Statement of Revenue and Expenditures
General Fund Summary plus Detail for All Other Funds
Year to Date 12/31/15

	Audited					Month of Dec-15	YTD Actual 12/31/15	Annual Budget 2015	Remaining Budget \$	YTD Act as % of Annual Budget
	2011	2012	2013	2014	2015					
A: REVENUES										
#100 GENERAL FUND										
1-PROPERTY TAXES	1,556,120	1,560,592	1,604,540	1,634,042	13,480	1,676,572	1,704,183	27,611	98.4%	
2-INTERGOVERNMENTAL REVENUES	1,227	8,031	1,811	4,715	6,235	8,998	(1,266)	(10,264)		
3-CHARGES FOR SERVICES	51	205	72	70	31	137	135	(2)	101.5%	
4-FINES AND FORFEITURES	17,856	19,292	15,901	10,359	638	15,284	16,250	966	94.1%	
5-LICENSES, FEES, PERMITS	147,715	156,437	253,353	162,119	19,432	189,742	131,750	(57,992)	144.0%	
7-MISCELLANEOUS REVENUE	4,951	7,546	4,622	4,043	3,271	4,700	1,625	(3,075)	289.3%	
9-OTHER GRANTS	8,298	8,298	8,298	8,378	0	8,410	8,290	(120)	101.4%	
10-INTEREST INCOME	38	45	57	54	18	144	50	(94)	287.6%	
11-TIF DISTRICT	0	0	0	0	0	0	0	0		
TOTAL REVENUES	1,736,256	1,760,445	1,888,654	1,823,780	43,105	1,903,987	1,861,017	(42,970)	102.3%	
B: EXPENDITURES										
GENERAL AND ADMINISTRATIVE										
1-WAGES & BENEFITS	163,249	175,091	190,806	213,147	19,192	234,446	245,281	10,835	95.6%	
2-PROFESSIONAL SERVICES	179,195	125,944	176,224	133,198	10,285	153,655	148,100	(5,555)	103.8%	
4-OTHER EXPENDITURES	75,608	56,448	58,082	53,668	3,672	58,017	68,900	10,883	84.2%	
TOTAL GENERAL & ADMINISTRATIVE	418,051	357,484	425,111	400,012	33,148	446,119	462,281	16,162	96.5%	
5-PUBLIC SAFETY	363,897	363,453	368,944	384,098	85,685	392,065	393,103	1,038	99.7%	
6-PUBLIC HEALTH	1,458	1,294	887	1,780	75	1,087	2,000	913	54.4%	
7-STREETS	218,899	174,009	268,207	274,047	18,429	211,734	253,700	41,966	83.5%	
9-OTHER PUBLIC WORKS	4,504	3,581	1,692	2,836	210	1,914	7,450	5,536	25.7%	
10-BUILDINGS & LAND	7,792	7,511	11,203	10,446	1,086	10,334	10,750	416	96.1%	
11-TIF DISTRICT	0	0	0	0	0	0	0	0		
12-PARKS & RECREATION	6,036	5,049	3,805	5,018	100	3,921	5,100	1,179	76.9%	
TOTAL EXPENDITURES	1,020,638	912,381	1,079,849	1,078,237	138,734	1,067,175	1,134,384	67,209	94.1%	
C: OTHER FINANCING SOURCES (USES)	(714,524)	(845,255)	(805,608)	(708,350)	0	(726,633)	(726,633)	0		
Net GENERAL FUND	1,094	2,810	3,197	37,193	(95,628)	110,180	0	(110,180)		

City of Afton
Statement of Revenue and Expenditures
General Fund Summary plus Detail for All Other Funds
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	Audited					Month of Dec-15	YTD Actual 12/31/15	Annual Budget 2015	Remaining Budget \$	YTD Act as % of Annual Budget
	2011	2012	2013	2014	2015					
#115 BUILDINGS AND LAND CAPITAL FUND										
A: Revenues										
4012	2,500	2,500	5,000	6,000	0	0	6,000	6,000	0	100.0%
4022	0	0	0	15,000	0	0	15,000	15,000	0	100.0%
4600	5,038	0	27,654	(64)	0	0	0	0	0	
4831	0	0	0	0	0	0	0	0	0	
6910	0	0	25,000	0	0	0	0	0	0	
4906	4	4	2	3	3	3	17	0	(17)	
TOTAL REVENUE	7,542	2,504	57,656	20,939	3	3	21,017	21,000	(17)	100.1%
B: Expenditures										
6003	1,603	3,801	8,437	4,114	0	0	2,563	0	(2,563)	
6004	8,352	485	31,248	0	0	0	0	0	0	
6005	900	0	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	10,855	4,286	39,685	4,114	0	0	2,563	0	(2,563)	
Net BLDG & LAND CAPITAL FUND	(3,313)	(1,783)	17,971	16,825	3	3	18,454	21,000	2,546	87.9%
#120 STREET IMP CAPITAL FUND										
A: Revenues										
4013	114,649	171,000	190,000	200,000	0	0	200,000	200,000	0	100.0%
4907	64	27	38	66	18	18	130	0	(130)	
4016	0	0	0	0	30,254	30,254	60,510	0	(60,510)	
TOTAL REVENUE	114,713	171,027	190,038	200,066	30,272	30,272	260,640	200,000	(60,640)	130.3%
B: Expenditures										
7935	293,422	5,980	3,550	2,227	0	0	0	0	0	
7936	0	179,704	0	0	0	0	0	0	0	
7937	0	4,444	4,655	2,469	129	129	1,806	0	(1,806)	
7938	0	5,089	135	0	0	0	0	0	0	
7939	0	0	113,816	0	0	0	0	0	0	
7940	0	0	0	115,839	0	0	0	0	0	
7941	0	0	0	0	29,033	29,033	273,554	0	(273,554)	
TOTAL EXPENDITURES	293,422	195,217	122,156	120,535	29,162	29,162	275,360	0	(275,360)	
C: Oth Fin Sources (Uses)/Transfers										
6910	55,000	175,000	25,000	0	0	0	0	0	0	
69xx	0	0	0	0	0	0	0	0	0	
TOTAL OTH FIN SOURCES (USES)	55,000	175,000	25,000	0	0	0	0	0	0	
Net STREET IMP CAPITAL FUND	(123,709)	150,810	92,882	79,531	1,110	1,110	(14,720)	200,000	214,720	-7.4%

City of Afton
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General Fund Summary plus Detail for All Other Funds
Year to Date 12/31/15

	Audited				Month of Dec-15	YTD Actual 12/31/15	Annual Budget 2015	Remaining Budget \$	YTD Act as % of Annual Budget
	2011	2012	2013	2014					
#200 PARK RESERVE FUND									
A: Revenues									
4425 Park Dedication Fees	0	7,612	10,000	10,000	10,000	54,743	0	(54,743)	
4426 Afton Donation Program - Parks	0	1,200	0	1,200	0	0	0	0	
4903 Interest Income - 4M Fund	60	58	29	7	5	26	0	(26)	
	0	0	0	0	0	0	0	0	
TOTAL REVENUE	60	8,870	10,029	11,207	10,005	54,769	0	(54,769)	
B: Expenditures									
6115 Park & Open Space Public Works	3,526	1,418	0	10,803	0	280	0	(280)	
6117 Grant - Lucy Winton Bell Athletic Fields	0	0	0	0	0	0	0	0	
6125 Bike Trail Improvements	0	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	3,526	1,418	0	10,803	0	280	0	(280)	
C: Oth Fin Sources (Uses)/Transfers									
Transfer to City Infrastructure Imp Fund	0	0	(100,000)	0	0	0	0	0	
TOTAL OTH FIN SOURCES (USES)	0	0	(100,000)	0	0	0	0	0	
Net PARK RESERVE FUND	(3,466)	7,452	(89,971)	404	10,005	54,489	0	(54,489)	
#250 SPECIAL RESERVE FUND									
A: Revenues									
6936 Trf from General Fund - Special Reserve	0	17,579	85,000	294	0	5,000	0	(5,000)	
4912 Interest - Spec Reserve 4M Fund	424	427	37	34	23	102	0	(102)	
TOTAL REVENUE	424	18,006	85,037	328	23	5,102	0	(5,102)	
B: Expenditures									
6918 Trf to General Fund	0	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	0	0	0	0	0	0	0	0	
Net SPECIAL RESERVE FUND	424	18,006	85,037	328	23	5,102	0	(5,102)	
#400 201 PROJECT FUND									
A: Revenues									
4625 201 Project Revenue	4,048	1,488	9,538	1,347	0	3,787	0	(3,787)	
4904 Interest - 201 Project	0	0	0	(1)	0	0	0	0	
TOTAL REVENUE	4,048	1,488	9,538	1,346	0	3,787	0	(3,787)	
B: Expenditures									
5915 201 Project maintenance	894	461	10,811	696	1,676	9,160	0	(9,160)	
5918 201 Project Mgmt	1,051	1,155	805	10	0	0	0	0	
TOTAL EXPENDITURES	1,944	1,616	11,616	706	1,676	9,160	0	(9,160)	
Net 201 PROJECT FUND	2,104	(128)	(2,078)	641	(1,676)	(5,373)	0	5,373	

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General Fund Summary plus Detail for All Other Funds
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	Audited					Month of Dec-15	YTD Actual 12/31/15	Annual Budget 2015	Remaining Budget \$	YTD Act as % of Annual Budget
	2011	2012	2013	2014	2015					
#500 FIRE STATION DEBT SERV FUND										
A: Revenues										
4050 Fire Station Curr Tax Levy	54,875	55,546	55,808	57,356	0	57,933	57,933	0	100.0%	
4904 Interest - Fire Station 4M Fund	1	2	2	2	0	1	0	(1)		
TOTAL REVENUE	54,876	55,548	55,810	57,358	0	57,934	57,933	(1)	100.0%	
B: Expenditures										
6850 Fire Station Debt Service Expense	54,875	55,546	55,808	57,356	0	57,933	57,933	0	100.0%	
	0	0	0	0	0	0	0	0		
TOTAL EXPENDITURES	54,875	55,546	55,808	57,356	0	57,933	57,933	0	100.0%	
Net FIRE STATION DEBT SERV FUND	1	2	2	2	0	1	0	(1)		
#550 SPECIAL ACTIVITIES FUND										
A. 4914 Interest - Spec Activity Fd (Unallocated)										
	59	23	22	23	10	59	0	(59)		
B. Cable Comm/4th of July Reserve/CC Contingency/Comm Garden										
4815 Cable Distributions Received	9,073	5,177	0	0	0	9,115	0	(9,115)		
4816 Community Garden	0	1,250	(1,338)	(2,478)	0	88	0	(88)		
4817 MN Historic Preservation Design Guidelines	0	5,350	(5,350)	5,267	0	8,000	0	(8,000)		
4th of July Celebration Reserve	0	0	(915)	0	0	0	0	0		
6910 Oper Trf fr Gen'l Fd/City Council Contingency	0	8,000	0	0	0	(1,200)	0	1,200		
6366 City Council Contingency Expenses	(500)	(750)	(300)	0	0	0	0	0		
5561 Communications Expenses	(200)	(532)	0	(10,867)	0	(2,605)	0	2,605		
Total B. Cable Comm/4th of July Reserve	8,373	18,495	(7,903)	(8,078)	0	13,399	0	(13,399)		
C. C. Codification/Comp Plan/Moratoria										
6934 Oper Trf fr Gen'l Fd - Codification + Oth Rev	6,000	(12,358)	100	100	0	100	100	0	100.0%	
6935 Oper Trf fr Gen'l Fund - Comprehensive Plan	5,000	(7,762)	100	2,000	0	2,000	2,000	0		
6958 Comm Growth Options (1000 Friends Grant)	0	0	0	0	0	0	0	0		
6356 Comprehensive Plan Expenses	0	0	0	(1,518)	(399)	(8,208)	0	8,208		
6358 Community Growth Options: Expense	0	0	0	0	0	0	0	0		
Total C. Codification of Ordinances	11,000	(20,120)	200	582	(399)	(6,108)	2,100	8,208	-290.9%	

City of Afton
Statement of Revenue and Expenditures
General Fund Summary plus Detail for All Other Funds
Year to Date 12/31/15

	Audited					Month of	YTD Actual		Annual Budget	Remaining	YTD Act as %
	2011	2012	2013	2014	2015		Dec-15	12/31/15			
D. Flood & Storm Water Control and Mitigation											
6931 Oper Trf fr Gen'l Fund (Flood Control)	5,500	5,500	5,500	5,500	5,500	0	5,500	5,500	0	100.0%	
6932 Oper Trf fr Gen'l Fund (Storm Water Run-off)	3,500	3,500	3,500	3,500	3,500	0	3,500	3,500	0	100.0%	
6942 LSCV Water Mgmt Org Revenue	0	0	0	0	0	0	0	0	0		
7833 TAG re. Wastewater Community Assessment	(319)	(3,499)	(12,164)	(8,881)	0	0	15,982	0	(15,982)		
7836 Flood & Storm Water Exp - General	(748)	(12,613)	0	0	0	0	6,440	0	(6,440)		
7842 Engineering Exp re. Old Village Public Process	0	0	0	0	0	0	0	0	0		
69xx Trf to Gen'l Fund (Stormwater Levee Prior Years)	0	0	0	0	0	0	0	0	0		
Total D. Flood Control & Mitigation	7,933	(7,112)	(3,164)	119	9,000	0	31,423	9,000	(22,423)	349.1%	
F. Developer/Applicant Pass-Thru Expenses											
4341 Engineering Services Reimbursed	16,313	2,727	3,159	4,696	0	0	18,177	0	(18,177)		
4342 Legal Services Reimbursed	387	0	0	0	0	0	700	0	(700)		
4343 Planner Services Reimbursed	0	0	0	3,991	0	0	2,400	0	(2,400)		
4344 Other Dev Fees Reimbursed	34,267	184	92	0	0	0	0	0	0		
5341 Engineering Services Pass-Thru	(16,313)	(2,727)	(3,159)	(4,696)	0	0	(18,177)	0	18,177		
5342 Legal Services Pass-Thru	(387)	0	0	0	0	0	(700)	0	700		
5343 Planner Services Pass-Thru	0	0	0	(3,991)	0	0	(2,400)	0	2,400		
5344 Other Dev Fees Pass-Thru	(34,267)	(184)	(92)	0	0	0	0	0	0		
Total F. Developer/Applicant Pass-Thru Expenses	0	0	0	0	0	0	0	0	0		
G. TIF District No. 1 (Afton Market Square)											
4924 TIF District #1 Taxes	3,415	0	0	0	0	0	0	0	0		
5424 TIF District #1 Distributions/Expenses	(3,789)	1,223	0	0	0	0	(849)	0	849		
Total G. TIF District No. 1 (Afton Market Square)	(374)	1,223	0	0	0	0	(849)	0	849		
H. State Fire Aid											
4940 State Fire Aid Received	32,226	30,968	45,218	44,687	40,000	0	47,348	40,000	(7,348)	118.4%	
5440 State Fire Aid Distributed	(32,226)	(30,968)	(45,218)	(44,687)	(40,000)	0	(47,348)	(40,000)	7,348		
Total H. State Fire Aid	0	0	0	0	0	0	0	0	0		
I. City Vehicles/Equipment											
69xx Oper Trf fr Gen'l - City Vehicles	2,500	2,500	2,500	2,500	2,500	0	2,500	2,500	0	100.0%	
5508 City Equipment	0	0	(201)	0	0	0	0	0	0		
5977 John Deere X749 Tractor	0	(10,651)	0	0	0	0	0	0	0		
Total I. City Vehicles	2,500	(8,151)	2,299	2,500	2,500	0	2,500	2,500	0	100.0%	

DS

City of Afton
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	Audited 2011	Audited 2012	Audited 2013	Audited 2014	Month of Dec-15	YTD Actual 12/31/15	Annual Budget 2015	Remaining Budget \$	YTD Act as % of Annual Budget
J. Public Health Community Outreach									
4840 Wash Cty Grant 4669- Flu Pandemic	0	0	0	0	0	0	0	0	
6340 Pub Health Flu Pandemic Expenses	0	0	0	0	0	0	0	0	
4845 Well Water Testing Receipts (Residents)	0	0	0	0	0	0	0	0	
6345 Well Water Testing Expense (Coliform)	0	0	0	0	0	0	0	0	
Total J. Public Health Community Outreach	0	0	0	0	0	0	0	0	
K. Audit/Legal Reserve									
4842 Oper Trf fr Gen'l - Audit/Legal	150,000	20,000	100	100	0	100	100	0	100.0%
6342 Legal Exp - Deductible/CoPays	(302,629)	0	0	0	0	0	0	0	
Total K. Audit/Legal Reserve	(152,629)	20,000	100	100	0	100	100	0	100.0%
L. MN Unemployment Claims									
4843 Oper Trf fr Gen'l - MN Unemployment	20,000	10,000	10,000	3,000	0	3,000	3,000	0	100.0%
4844 Oper Trf fr Gen'l - Severance & Oth PTO	20,000	0	0	0	0	0	0	0	
6343 MN Unemployment Claim Expense	(12,949)	(10,898)	(3,637)	0	0	0	0	0	
6344 Severance Pay	0	(14,700)	0	0	0	0	0	0	
6345 Vacation, Sick & Other PTO	0	(4,526)	0	0	0	0	0	0	
Total L. MN Unemployment Claims	27,051	(20,125)	6,363	3,000	0	3,000	3,000	0	100.0%
M. Parks Capital Repairs/Trail & Ped Bridge & Sidewalk									
4844 Oper Trf fr Gen'l - Parks Capital Repairs/Trail & Ped Bridge	6,000	3,000	3,500	5,500	0	5,500	5,500	0	100.0%
4846 Oper Trf fr Gen'l - Sidewalk	2,000	2,000	2,000	2,000	0	2,000	2,000	0	100.0%
6348 Parks Capital Repairs/Trail & Ped Bridge Expense	0	0	(13,540)	0	0	0	0	0	
Total M. Parks Capital Repairs/Trail & Ped Bridge & Sidewalk	8,000	5,000	(8,040)	7,500	0	7,500	7,500	0	100.0%
N. Election Expense Reserve									
4847 Oper Trf fr Gen'l - Election Levy	0	12,250	5,500	5,500	0	5,500	5,500	0	100.0%
6347 Election Expenses	0	(10,580)	(768)	(6,122)	0	(121)	0	121	
Total N. Election Expense Reserve	0	1,670	4,732	(622)	0	5,379	5,500	121	97.8%
Net SPECIAL ACTIVITIES FUND	(115,138)	9,359	(5,390)	5,125	(390)	56,403	21,200	(26,824)	266.1%
#600 MN INVESTMENT FUND									
A. Revenues									
4886 Chandler Exhibits Loan Repayment	27,612	27,612	27,612	9,204	0	0	0	0	
4904 Interest - MN Invest 4M Fund	31	39	38	43	6	48	0	(48)	
TOTAL REVENUE	27,642	27,650	27,650	9,247	6	48	0	(48)	
B. Expenditures									
8986 Chandler Exhibits Repay MN Invest Fd	17,612	17,612	17,612	5,871	0	0	0	0	
TOTAL EXPENDITURES	17,612	17,612	17,612	5,871	0	0	0	0	
Net MN INVESTMENT FUND	10,031	10,039	10,038	3,376	6	48	0	(48)	

D6

City of Afton
Statement of Revenue and Expenditures
General Fund Summary plus Detail for All Other Funds
Year to Date 12/31/15

	Audited 2011	Audited 2012	Audited 2013	Audited 2014	Month of Dec-15	YTD Actual 12/31/15	Annual Budget 2015	Remaining Budget \$	YTD Act as % of Annual Budget
#700 ROAD PAVING CONSTRUCTION FUND									
A: Revenues									
4915 Interest - Road Const 4M Fund	0	0	0	0	0	0	0	0	100.0%
TOTAL REVENUE	0	0	0	0	0	0	0	0	100.0%
B: Expenditures									
69xx Transfer to Street Imp for Afton Hills (Close out)	0	0	0	0	0	0	0	0	100.0%
TOTAL EXPENDITURES	0	0	0	0	0	0	0	0	100.0%
Net ROAD PAVING CONSTRUCTION FUND	0	0	0	0	0	0	0	0	100.0%
#725 ROAD PAVING DEBT SERVICE FUND									
A: Revenues									
4725 Road Paving Debt Levy Proceeds	267,000	282,000	292,000	305,000	0	310,000	310,000	0	100.0%
4916 Interest - Road Debt Service 4M Fund	41	44	47	63	11	99	0	(99)	100.0%
TOTAL REVENUE	267,041	282,044	292,047	305,063	11	310,099	310,000	(99)	100.0%
B: Expenditures									
7725 Interest Expense - 2005A Road Bonds	143,482	139,610	135,380	130,632	0	10,853	0	(10,853)	87.3%
7726 2005A Bond Admin Expense	403	403	403	425	0	0	0	0	-98.7%
7735 Interest Expense - 2014A Refunding Bonds	0	0	0	0	5,785	104,751	120,000	15,249	225.5%
7736 2014A Refunding Bonds Admin Expense	0	0	0	38,845	0	(234,040)	0	234,040	
TOTAL EXPENDITURES	143,884	140,013	135,783	169,902	5,785	(118,437)	120,000	238,437	
Net ROAD PAVING DEBT SERV FUND	123,157	142,031	156,265	135,161	(5,774)	428,536	190,000	(238,536)	
#800/805 CITY INFRASTRUCTURE IMP FD									
A: Revenues									
4917 Interest Income (Expense) (Incl Debt Serv on Temp Bd)	0	2	3	3	115	395	0	(395)	
4871 Rental Income - Flood Levee Property	0	850	1,700	0	0	0	0	0	
4895 DNR Flood Imp Grant/PFA Int Levy	0	360,921	756,544	0	0	48,937	0	(48,937)	
4896 DNR Flood Imp Grant Match - Tax Levy	0	95,000	95,000	95,000	0	95,000	95,000	0	100.0%
TOTAL REVENUE	0	456,773	853,247	95,003	115	144,332	95,000	(49,332)	151.9%
B: Expenditures									
8890 DNR Flood Improvement Expense	6,673	436,755	935,490	523,191	59,371	1,240,442	0	(1,240,442)	
TOTAL EXPENDITURES	6,673	436,755	935,490	523,191	59,371	1,240,442	0	(1,240,442)	
C: Oth Fin Sources (Uses)/Transfers									
4848 Oper Trf from Park Reserve Fund	0	0	100,000	0	0	0	0	0	
TOTAL OTH FIN SOURCES (USES)	0	0	100,000	0	0	0	0	0	
Net 800 CITY INFRASTRUCTURE IMPROVEMENT	(6,673)	20,018	17,756	(428,188)	(59,256)	(1,096,109)	95,000	1,191,109	-1153.8%

City of Afton
Statement of Revenue and Expenditures
General Fund Summary plus Detail for All Other Funds
Year to Date 12/31/15

	Audited				Month of Dec-15	YTD Actual 12/31/15	Annual Budget 2015	Remaining Budget \$	YTD Act as % of Annual Budget
	2011	2012	2013	2014					
#810 CITY DOCK FUND									
A: Revenues									
4812 Lease of City Docks	3,850	3,850	3,850	3,850	0	3,850	3,850	0	100.0%
4909 Interest Income - 4M Fund	19	18	20	22	3	25	0	(25)	
TOTAL REVENUE	3,869	3,868	3,870	3,872	3	3,875	3,850	(25)	100.7%
B: Expenditures									
8930 Dock Improvements	0	0	0	1,115	0	0	0	0	
TOTAL EXPENDITURES	0	0	0	1,115	0	0	0	0	
Net 810 CITY DOCK FUND	3,869	3,868	3,870	2,757	3	3,875	3,850	(25)	100.7%

TOTAL ALL FUNDS COMBINED

TOTAL REVENUE	2,512,711	2,864,822	3,454,401	2,605,178	83,553	2,864,991
TOTAL EXPENDITURES	1,957,756	1,864,998	2,478,415	2,055,069	235,127	2,592,373
OTH FINANCING SOURCES (USES)	(639,524)	(655,796)	(686,408)	(696,956)	0	(711,733)
Net All Funds Combined	(84,569.53)	344,027.89	289,578.57	(146,846.90)	(151,574.26)	(439,114.87)

City of Afton
Detail Statement of Revenue and Expenditures - General Fund Only
Year to Date 12/31/15

	Audited 2012	Audited 2013	Audited 2014	Month of Dec-15	YTD Actual 12/31/15	Annual Budget 2015	Remaining Budget \$	YTD Act as % of Annual Budget
#100 GENERAL FUND								
1-PROPERTY TAXES:								
4000 Current Tax Levy	840,790	870,158	860,094	13,480	899,578	931,792	32,214	96.5%
4003 Market Value Credit (Special Levies)	0	0	0	0	0	0	0	
4005 Fiscal Disparity	51,127	46,685	47,649	0	44,904	45,758	854	98.1%
4015 Delinq Taxes, Penalties, Intr & Adj	6,421	17,089	17,950	0	5,456	0	(5,456)	
4013 Street Improvement Capital Fund	171,000	190,000	200,000	0	200,000	200,000	0	100.0%
6928 Special Reserve Fund	17,579	0	294	0	5,000	5,000	0	100.0%
6932 Stormwater Fund	3,500	3,500	3,500	0	3,500	3,500	0	100.0%
6933 Vehicle/Equipment Replacement Fund	2,500	2,500	2,500	0	2,500	2,500	0	100.0%
6935 Comprehensive Plan	(7,762)	100	2,000	0	2,000	2,000	0	100.0%
6936 Flood Fund	5,500	5,500	5,500	0	5,500	5,500	0	100.0%
6937 DNR Grant Match	95,000	95,000	95,000	0	95,000	95,000	0	100.0%
6934 Codification	(12,358)	100	100	0	100	100	0	100.0%
4843 MN Unemployment Claims	10,000	10,000	3,000	0	3,000	3,000	0	100.0%
4847 Election Fund	4,250	5,500	5,500	0	5,500	5,500	0	100.0%
6910 City Council Contingency Fund	8,000	0	0	0	0	0	0	100.0%
4842 Audit and Legal Reserve	20,000	100	100	0	100	100	0	100.0%
4844 Parks Capital Repairs/Trail & Ped Bridge	3,000	3,500	5,500	0	5,500	5,500	0	100.0%
4022 Afton Septic System - City Bldgs	0	0	15,000	0	15,000	15,000	0	100.0%
4897 Public Facilities Authority (PFA) Loan Interest	0	0	0	0	8,000	8,000	0	100.0%
4846 Sidewalk	2,000	2,000	2,000	0	2,000	2,000	0	100.0%
4012 Bldg & Land Capital Fund	2,500	5,000	6,000	0	6,000	6,000	0	100.0%
4050 Debt Service Levy, Fire Hall Remodeling	55,346	55,808	57,356	0	57,933	57,933	0	100.0%
4725 Debt Serv Levy - Road Construction Bonds	282,000	292,000	305,000	0	310,000	310,000	0	100.0%
TOTAL PROPERTY TAXES	1,560,392	1,604,540	1,634,042	13,480	1,676,572	1,704,183	27,611	98.4%
2-INTERGOVERNMENTAL REVENUE:								
4100 Gravel Tax/West Lakeland Cent College	0	(2,301)	(2,374)	0	(2,353)	(2,400)	(67)	
4108 Market Value Credit - Ag	6,606	2,950	5,797	5,255	10,033	0	(10,033)	
4112 PERA Rate Increase Aid	634	634	634	317	634	634	0	100.0%
4175 Agricultural preserve credit	790	528	659	663	663	500	(163)	132.7%
TOTAL INTERGOVT REVENUES	8,031	1,811	4,715	6,235	8,998	(1,266)	(10,264)	
3-CHARGES FOR SERVICES:								
4205 Assessment Search	80	20	50	0	20	35	15	57.1%
4210 Sale of City Data (Various Media)	125	52	20	31	117	100	(17)	117.0%
4230 Recycling bin revenue	0	0	0	0	0	0	0	
4270 Misc Planning & Zoning Fees	0	0	0	0	0	0	0	
TOTAL CHARGES FOR SERVICES	205	72	70	31	137	135	(2)	101.5%

City of Afton
Detail Statement of Revenue and Expenditures - General Fund Only
Year to Date 12/31/15

	Audited 2012	Audited 2013	Audited 2014	Month of Dec-15	YTD Actual 12/31/15	Annual Budget 2015	Remaining Budget \$	YTD Act as % of Annual Budget
4-FINES & FORFEITURES:								
4300 County Fines & Fees	19,292	15,901	10,359	638	15,284	16,000	716	95.5%
4305 Other Fines & Forfeitures	0	0	0	0	0	250	250	0.0%
TOTAL FINES & FORFEITURES	19,292	15,901	10,359	638	15,284	16,250	966	94.1%
5-LICENSES, FEES, PERMITS:								
4400 Building Permit Fees - Afton	85,983	181,192	86,885	4,895	117,818	65,000	(52,818)	181.3%
4401 Building & Engg Inspection Fees	965	2,729	800	0	1,050	250	(800)	420.0%
4404 4th of July permits	919	200	250	0	0	500	500	0.0%
4405 Pet License & Impound Fees	230	1,825	335	0	1,025	300	(725)	341.7%
4410 Liquor Licenses	2,600	3,000	3,000	0	3,000	2,600	(400)	115.4%
4415 Other Licenses	156	339	413	37	260	350	90	74.2%
4435 Street Opening & Utility Permit Fees	3,250	2,500	750	250	500	1,750	1,250	28.6%
4437 Utility Franchise Fees	58,409	58,383	59,438	14,000	59,125	58,000	(1,125)	101.9%
4440 Zoning Fees & Permits	3,925	3,185	10,248	250	6,965	3,000	(3,965)	232.2%
TOTAL LICENSES, FEES, PERMITS	156,437	253,353	162,119	19,432	189,742	131,750	(57,992)	144.0%
7-MISCELLANEOUS REVENUE:								
4601 Insurance dividend	6,162	4,072	3,208	3,271	3,271	1,125	(2,146)	290.8%
4604 Park rental & cleaning fees	1,221	550	825	0	560	500	(60)	112.0%
4615 Settlements/Other Income/Transfer	163	0	10	0	869	0	(869)	
TOTAL MISCELLANEOUS REVENUE	7,546	4,622	4,043	3,271	4,700	1,625	(3,075)	289.3%
9-OTHER GRANTS:								
4810 County Grant-recycling grant	7,098	7,098	7,178	0	7,210	7,090	(120)	101.7%
4815 Cable Commission Grant	1,200	1,200	1,200	0	1,200	1,200	0	100.0%
TOTAL OTHER GRANTS	8,298	8,298	8,378	0	8,410	8,290	(120)	101.4%
10-INTEREST REVENUES:								
4901 Interest - 4M Fund General	45	57	54	18	144	50	(94)	287.6%
TOTAL INTEREST REVENUES	45	57	54	18	144	50	(94)	287.6%
TOTAL REVENUES	1,760,445	1,888,654	1,823,780	43,105	1,903,987	1,861,017	(42,970)	102.3%

EZ

City of Afton
Detail Statement of Revenue and Expenditures - General Fund Only
Year to Date 12/31/15

	Audited 2012	Audited 2013	Audited 2014	Month of Dec-15	YTD Actual 12/31/15	Annual Budget 2015	Remaining Budget \$	YTD Act as % of Annual Budget
B: EXPENDITURES								
1-WAGES & BENEFITS:								
5002 Mayor & Council	13,200	13,200	13,200	1,100	13,400	13,200	(200)	101.5%
5004 Administrator	68,235	75,000	81,575	7,346	88,150	89,025	875	99.0%
5005 Intern (s)	0	0	0	0	0	4,500	4,500	0.0%
5007 Office Assistant	15,168	15,676	17,717	477	16,059	15,606	(453)	102.9%
5008 Office Manager/Deputy Clerk	34,975	36,436	38,593	3,393	38,922	41,616	2,694	93.5%
5020 Maintenance Personnel incl Vehicle Allowance	18,464	19,055	17,849	1,568	17,300	23,253	5,953	74.4%
5014 FICA & Medicare	10,782	11,754	13,425	2,098	17,702	14,321	(3,381)	123.6%
5018 Insurance Benefits (Disability)	362	728	642	54	646	720	74	89.7%
5037 Other Financial Benefits	1,617	6,000	16,200	2,200	26,400	26,400	0	100.0%
5053 PERA	10,106	10,772	11,416	956	12,178	14,040	1,862	86.7%
5024 Workers Comp Insurance	2,183	2,185	2,530	0	3,689	2,600	1,089	141.9%
TOTAL WAGES & BENEFITS	175,091	190,806	213,147	19,192	234,446	245,281	10,835	95.6%
2-PROFESSIONAL SERVICES:								
5120 Contract - Videographer	556	523	606	324	710	1,000	290	71.0%
5302 Assessor Fees	18,683	18,977	20,191	0	20,716	21,200	484	97.7%
5304 Accounting fees	12,705	13,020	13,365	1,925	14,375	14,150	(225)	101.6%
5305 Auditing fees	5,810	4,665	5,350	0	5,450	5,700	250	95.6%
5310 Engineering Fees	15,896	16,852	12,722	2,240	17,707	30,000	12,293	59.0%
5315 Recording fees	92	0	151	(46)	46	300	254	15.3%
5320 Legal fees - Prosecution	26,824	28,273	29,698	2,051	25,140	28,000	2,861	89.8%
5321 Legal fees - General/Civil	21,176	24,383	13,772	1,532	20,447	22,000	1,553	92.9%
5330 Planning Fees	(12,134)	0	0	0	0	0	0	0.0%
5335 Other Fees for Service	0	0	0	0	0	1,500	1,500	0.0%
5350 Building Inspection Fees - Stensland	35,805	68,952	36,910	2,260	48,921	22,750	(26,171)	215.0%
5360 Misc Dev Fees	0	91	(200)	0	(345)	0	345	0.0%
5370 Well Monitoring Program	72	0	144	0	0	1,000	1,000	0.0%
5380 Watershed Management	459	488	488	0	488	500	12	97.7%
TOTAL PROFESSIONAL SERVICES	125,944	176,224	133,198	10,285	153,655	148,100	(5,555)	103.8%

City of Afton
Detail Statement of Revenue and Expenditures - General Fund Only
Year to Date 12/31/15

	Audited 2012	Audited 2013	Audited 2014	Month of Dec-15	YTD Actual 12/31/15	Annual Budget 2015	Remaining Budget \$	YTD Act as % of Annual Budget
4-OTHER EXPENDITURES:								
5500 Office Equipment	0	527	176	0	1,612	600	(1,012)	268.7%
5505 Bank/IRS Fees/Penalties/Sales Tax	496	664	135	34	347	400	53	86.8%
5510 Comp Svc (All Hard/Software, GIS, Web, Email)	7,645	7,476	4,825	615	5,396	9,500	4,104	56.8%
5516 Copier Lease	6,186	7,148	6,424	910	6,796	7,500	704	90.6%
5520 Equipment Maintenance	0	0	62	0	0	1,000	1,000	0.0%
5525 Insurance-General Liability	19,564	20,824	18,377	0	17,886	20,000	2,114	89.4%
5535 Misc. Expense	708	357	230	356	956	3,000	2,044	31.9%
5540 Office Supplies	3,533	3,281	2,673	455	2,953	4,500	1,547	65.6%
5545 Other Administration	139	100	475	0	713	500	(213)	142.6%
5550 Postage	3,164	3,720	4,816	534	3,439	3,500	61	98.2%
5555 Publishing & Printing	2,068	1,777	2,336	25	3,656	2,800	(856)	130.6%
5560 Newsletter	6,250	4,833	5,281	580	6,058	6,600	542	91.8%
5565 Telephone	2,707	2,901	2,759	163	2,682	3,500	818	76.6%
5575 Travel & Mileage	47	30	180	0	0	500	500	0.0%
5580 Membership & Dues	2,916	2,987	2,987	0	3,158	3,000	(158)	105.3%
5585 Seminars & Education	1,025	1,455	1,932	0	2,364	2,000	(364)	118.2%
TOTAL OTHER EXPENDITURES	56,448	58,082	53,668	3,672	58,017	68,900	10,883	84.2%
SUBTOTAL GENERAL & ADMINISTRATIVE	357,484	425,111	400,012	33,148	446,119	462,281	16,162	96.5%
5-PUBLIC SAFETY:								
5605 Animal Control	3,834	1,969	1,899	461	2,823	4,000	1,177	70.6%
5625 Fire & Ambulance Service	189,316	199,472	213,705	0	219,953	219,953	0	100.0%
5626 Fire Relief Association	6,782	2,470	0	0	0	0	0	0.0%
5635 Police Service - County	165,521	165,033	168,494	85,225	169,289	169,150	(139)	100.1%
TOTAL PUBLIC SAFETY	365,453	368,944	384,098	85,685	392,065	393,103	1,038	99.7%
6-PUBLIC HEALTH:								
5705 Recycling - Afton	0	0	150	75	268	500	232	53.6%
5720 Refuse Hauling - City Hall	1,294	887	1,630	0	819	1,500	681	54.6%
TOTAL PUBLIC HEALTH	1,294	887	1,780	75	1,087	2,000	913	54.4%

City of Afton
Detail Statement of Revenue and Expenditures - General Fund Only
Year to Date 12/31/15

	Audited 2012	Audited 2013	Audited 2014	Month of Dec-15	YTD Actual 12/31/15	Annual Budget 2015	Remaining Budget \$	YTD Act as % of Annual Budget
7-STREETS:								
5820 Gravel Road Maintenance	3,114	2,517	1,755	0	3,530	4,000	470	88.3%
5825 Crackseal/Seal Coat/Gravel Shouldering	6,009	720	90,688	0	51,829	71,000	19,171	73.0%
5830 Snow & Ice Control	95,457	162,076	115,692	16,360	55,755	110,000	54,245	50.7%
5835 Surf maint/Sweeping/Pothole Repair	21,432	25,054	29,844	0	49,873	30,000	(19,873)	166.2%
5845 Brush, Tree, Mow, Bridge, Culvert, Guardrail	33,893	65,736	25,502	1,140	40,117	25,000	(15,117)	160.5%
5850 Street Lighting	4,480	4,682	3,982	514	4,286	5,000	714	85.7%
5855 Gas Lamps - Operating Costs	2,870	2,688	2,851	398	2,491	2,700	209	92.2%
5856 Gas Lamps - Capital	2,841	2,468	0	0	0	0	0	
5860 Signs & Signals	2,123	1,691	2,977	0	3,247	4,000	753	81.2%
5870 Other - Road Maint.	1,791	575	758	16	605	2,000	1,395	30.2%
TOTAL STREETS	174,009	268,207	274,047	18,429	211,734	253,700	41,966	83.5%
9-OTHER PUBLIC WORKS EXPENDITURES:								
5910 Flood Control (Operate Pump/Dike)	658	264	803	0	0	4,000	4,000	0.0%
5920 Repair & Maint - Equipment	1,740	518	1,312	196	1,080	1,500	420	72.0%
5925 Fuel & Lubricants	696	694	478	14	558	1,000	442	55.8%
5930 Tools & Minor Equipment	487	217	243	0	277	950	673	29.1%
5940 Sidewalk improvements	0	0	0	0	0	0	0	
TOTAL OTHER PUBLIC WORKS	3,581	1,692	2,836	210	1,914	7,450	5,536	25.7%
SUBTOTAL STREETS, REHAB & PUBLIC WORKS	177,590	269,899	276,883	18,639	213,648	261,150	47,502	81.8%
9-BUILDINGS & LAND:								
6010 Gas Heat	1,186	1,721	2,060	309	1,937	2,500	563	77.5%
6020 Electricity	1,707	2,030	1,822	172	1,731	1,750	19	98.9%
6030 Miscellaneous Expense	1,044	1,565	777	46	1,036	500	(536)	207.2%
6035 Cleaning	150	957	1,031	4	874	1,000	126	87.4%
6040 Repair & Maintenance	1,175	1,404	898	302	1,910	2,000	90	95.5%
6045 City Garage Expense	2,017	3,266	3,264	253	2,557	2,500	(57)	57.6%
6050 Supplies	231	260	594	0	288	500	212	96.1%
TOTAL BUILDINGS & LAND	7,511	11,203	10,446	1,086	10,334	10,750	416	96.1%

City of Afton
Detail Statement of Revenue and Expenditures - General Fund Only
Year to Date 12/31/15

	Audited 2012	Audited 2013	Audited 2014	Month of Dec-15	YTD Actual 12/31/15	Annual Budget 2015	Remaining Budget \$	YTD Act as % of Annual Budget
12-PARKS & RECREATION:								
6105 4th of July Celebration	4,265	2,985	3,691	0	3,500	3,500	0	100.0%
6135 Park Maintenance	783	713	1,275	100	359	1,200	841	29.9%
6140 Miscellaneous expense	0	107	52	0	62	300	238	20.8%
6205 Cemetery maintenance	0	0	0	0	0	100	100	0.0%
TOTAL PARKS & RECREATION	5,049	3,805	5,018	100	3,921	5,100	1,179	76.9%
OVERALL TOTAL EXPENDITURES	912,381	1,079,849	1,078,237	138,733.72	1,067,175	1,134,384	67,209	94.1%
C: OTHER FINANCING SOURCES (USES)								
4725 Tax Levy to Road Debt Service Fund	(282,000)	(292,000)	(305,000)	0	(310,000)	(310,000)	0	
4050 Tax Levy to Fire Hall Debt Service Fund	(55,546)	(55,808)	(57,356)	0	(57,933)	(57,933)	0	
6920 Oper trf to Bldg & Land Fund - Budgeted	(2,500)	(5,000)	(6,000)	0	(6,000)	(6,000)	0	
6920 Oper trf to Bldg & Land Fund - UnBudgeted	(175,000)	(25,000)	0	0	0	0	0	
6921 Oper trf to Street Imp -UnBudgeted	(171,000)	(25,000)	(200,000)	0	(200,000)	(200,000)	0	
6925 Oper trf to Street Imp -Budgeted	(17,579)	(85,000)	(294)	0	(3,500)	(3,500)	0	
6928 Oper Trf from (to) Special Reserve Fund	(2,500)	(3,500)	(3,500)	0	(2,500)	(2,500)	0	
6932 Oper Trf to Stormwater Fund	(2,500)	(2,500)	(2,500)	0	(2,000)	(2,000)	0	
6933 Oper Trf to Vehicle Fund	7,762	(100)	(2,000)	0	(5,500)	(5,500)	0	
6935 Oper Trf to Comprehensive Plan	(5,500)	(5,500)	(5,500)	0	(95,000)	(95,000)	0	
6936 Oper Trf to Flood Mitigation & Control	(95,000)	(95,000)	(95,000)	0	0	0	0	
6937 Oper Trf to DNR Grant Match	0	0	0	0	(100)	(100)	0	
6934 UnBud Trf to Spec Act MN UI Claims, Sev. PTO	12,358	(100)	(100)	0	(3,000)	(3,000)	0	
4843 Oper trf to Codification (Spec Act Fd)	(10,000)	(10,000)	(3,000)	0	(5,500)	(5,500)	0	
4847 Oper Trf to MN Unemployment Claims	(12,250)	(5,500)	(5,500)	0	0	0	0	
6910 Oper Trf to Election Expense Fund	(8,000)	0	0	0	0	0	0	
6910 City Council Contingency Fund	(20,000)	(100)	(100)	0	(100)	(100)	0	
4844 Oper Trf to Audit and Legal Reserve	(3,000)	(3,500)	(5,500)	0	(5,500)	(5,500)	0	
xxxx Oper Trf to Parks Capital Repairs/Trail & Ped Bridge	0	0	(15,000)	0	(15,000)	(15,000)	0	
xxxx Oper Trf to Afton Septic System - City Bldgs	(2,000)	(2,000)	0	0	(2,000)	(2,000)	0	
4846 Oper Trf to Sidewalk	0	0	(2,000)	0	0	0	0	
6929 Trf (to)/from Special Activities Fund (Various)	(845,255)	(805,608)	(708,350)	0	(726,633)	(726,633)	0	
TOTAL OTH FINANCING/TRANSFERS	\$2,810	3,197	37,193	(95,628)	110,180	\$0	(110,180)	
REVENUES OVER (UNDER) EXPENDITURES	\$2,810	3,197	37,193	(95,628)	110,180	\$0	(110,180)	
Fund Balance - Beginning of Period	\$2,581,108	2,609,918	2,641,114		\$301,307			
Fund Balance - End of Period	\$2,609,918	2,641,114	301,307		\$411,487			

City of Afton
Summary of Special Activities and MN Investment Funds
YTD 12/31/15

	Balance 12/31/2012	Balance 12/31/2013	Balance 12/31/2014	Receipts	Disbursements	Transfers	Balance 12/31/2015
#550 Special Activities Fund							
A. Interest (unallocated)	3,826.56	3,848.46	3,871.67	59.25			3,930.92
B1. Cable Commission	23,978.90	23,978.90	18,378.87	9,115.37	2,604.51		24,889.73
B2. 4th of July Reserve	914.75	0.00	0.00				0.00
B3. City Council Contingency Reserve	13,752.60	13,452.60	10,975.00		1,200.00		9,775.00
B4. Community Garden	1,250.00	(87.88)	(87.88)			87.88	(0.00)
B4. MN Historic Preservation Design Guidelines	5,350.00	0.00	0.00	10,000.00	2,000.00		8,000.00
C1. Codification	3,550.20	3,650.20	3,750.20	100.00			3,850.20
C2. Comprehensive Plan	7,573.28	7,673.28	8,155.36	2,000.00	8,208.00		1,947.36
D1. Flood Control (Acct 7836)	2,945.20	8,445.20	5,063.99	12,140.28	200.00		17,004.27
D2. Storm Water Control	14,433.70	17,933.70	21,433.70	3,500.00			24,933.70
D6. TAG Wastewater Comm Assessmnt (Acct 7833)	(3,818.12)	(15,982.34)	(15,982.34)			15,982.34	0.00
F. Applicant Pass-Thru Expenses	0.00	0.00	0.00	15,226.00	15,226.00		0.00
G. TIF Dist No. 1 (Afton Market Square)	849.01	849.01	849.01			(849.01)	0.00
H. State Fire Aid (Pass-Thru)	0.00	0.00	0.00	47,347.72	47,347.72		0.00
I. City Vehicles	(650.52)	1,648.96	4,148.96	2,500.00			6,648.96
K. Audit/Legal Reserve	38,236.57	38,336.57	38,436.57	100.00			38,536.57
L. MN UI Claims, Severance & Oth PTO	14,425.53	20,788.53	23,788.53	3,000.00			26,788.53
M. Pedestrian Bike Trail & Bridge	21,000.00	10,959.94	16,459.94	5,500.00			21,959.94
N. Election Expense	1,670.12	6,402.20	5,780.27	5,500.00	120.94		11,159.33
O. Sidewalk	6,000.00	8,000.00	10,000.00	2,000.00			12,000.00
Total #550 Special Activities Fund	155,287.78	149,897.33	155,021.85	118,088.62	76,907.17	15,221.21	211,424.51
#600 MN Investment Fund							
4886/8986 Chandler Exhibits	90,946.70	100,985.08	104,361.13	47.97		0.00	104,409.10
Total #600 MN Investment Fund	90,946.70	100,985.08	104,361.13	47.97	0.00	0.00	104,409.10

City of Afton
City Infra-Structure Improvement Projects - LTD Summary
 January 2011 through December 2015

	Jan - Dec 11	Jan - Dec 12	Jan - Dec 13	Jan - Dec 14	Jan - Dec 15	TOTAL
120 Street Imp Capital Fd						
B. Exp						
7981 Village Local Rd Imp	0.00	0.00	(6,079.50)	(89,427.00)	(250,098.57)	(345,605.07)
7982 CR21 Imp Proj	0.00	0.00	(2,827.50)	(23,269.25)	(23,382.75)	(49,479.50)
Total B. Exp	0.00	0.00	(8,907.00)	(112,696.25)	(273,481.32)	(395,084.57)
Total 120 Street Imp Capital Fd	0.00	0.00	(8,907.00)	(112,696.25)	(273,481.32)	(395,084.57)
800 City InfraStructure Imp Fd						
A. Rev						
4917 Interest Income	0.00	2.04	2.55	3.26	395.48	403.33
4849 DNR BWSR Grant	0.00	0.00	129,850.00	0.00	0.00	129,850.00
4850 Park Reserve Trf re. Dwtwn L...	0.00	0.00	100,000.00	0.00	0.00	100,000.00
4851 VBWD Easement	0.00	0.00	0.00	0.00	5,800.00	5,800.00
4871 Rental Inc - Flood Levee Prop	0.00	850.00	1,700.00	0.00	0.00	2,550.00
4894 MnDNR Grant - Other	0.00	9,247.38	10,024.53	0.00	35,137.00	54,408.91
4895 MnDNR Grant - Land Purchase	0.00	351,673.70	616,669.52	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	380,000.00
Total A. Rev	0.00	456,773.12	953,246.60	95,003.26	136,332.48	1,641,355.46
B. Exp						
8891 Dwtwn Prop Purch/Exp	0.00	(372221.16)	(780944.33)	(933.95)	(2,481.58)	(1,156,581.02)
8892 Dwtwn Imp - Easemnts & Da...	0.00	0.00	0.00	(11,700.00)	(633,200.00)	(644,900.00)
8894 Septic Permits, Fees, Admin	0.00	0.00	0.00	(10,558.00)	(42,355.31)	(52,913.31)
8895 DNR Flood Imp Proj - Engineer	(6,673.00)	(54,384.11)	(29,242.00)	(157,437.85)	(198,277.10)	(446,014.06)
8896 Sanitary Sewer Imp	0.00	(395.00)	(87,311.07)	(293,780.46)	(194,199.55)	(575,686.08)
8897 Septic Construction Eng'g	0.00	0.00	0.00	(540.77)	(9,048.00)	(9,588.77)
8898 Flood Mitigation/ROW Serv	0.00	(9,754.75)	(4,480.00)	(19,787.25)	(87,667.80)	(121,689.80)
8899 Village Improvements	0.00	0.00	(33,513.00)	(28,452.75)	0.00	(61,965.75)
Total B. Exp	(6,673.00)	(436,755.02)	(935,490.40)	(523,191.03)	(1,167,229.34)	(3,069,338.79)
Total 800 City InfraStructure Imp Fd	(6,673.00)	20,018.10	17,756.20	(428,187.77)	(1,030,896.86)	(1,427,983.33)
805 Dwtwn Imp Debt Service						
4897 Levy PFA Loan Interest	0.00	0.00	0.00	0.00	8,000.00	8,000.00
7737 Int Exp Dwtwn Imp Imp Bd	0.00	0.00	0.00	0.00	(19,948.45)	(19,948.45)
7738 Bond Issue Expense	0.00	0.00	0.00	0.00	(53,263.75)	(53,263.75)
Total 805 Dwtwn Imp Debt Service	0.00	0.00	0.00	0.00	(65,212.20)	(65,212.20)
TOTAL	(6,673.00)	20,018.10	8,849.20	(540,884.02)	(1,369,590.38)	(1,888,280.10)

City of Afton
City Infra-Structure Imp Projects - Detail by Account
 January through December 2015

02/09/16

Type	Date	Num	Source Name	Memo	Amount
4851 · VBWD Easement					
Deposit	10/31/2015	4215		Valley Branch Watershed Dist: Easement re surf wtr drainage 30th St & Trading Post Trl	5,800.00
Total					5,800.00
4894 · MnDNR Grant - Other					
Deposit	06/24/2015	FM002384922		DNR OMB Pay Request #9 651-259-5566	35,137.00
Total					35,137.00
4896 · Flood Levy Imp Proj - Tax Levy					
Deposit	06/30/2015			Wash Cty Tax Settlement 7/5/15: Collected 1/1/15 thru 5/31/15	47,500.00
Deposit	11/30/2015			Tax Settlement 12/2/15:	47,500.00
Total					95,000.00
4897 · Levy - Public Facil Auth Loan					
Deposit	06/30/2015			Wash Cty Tax Settlement 7/5/15: Collected 1/1/15 thru 5/31/15 PFA Loan Interest	4,000.00
Deposit	11/30/2015			Tax Settlement 12/2/15: PFA Loan Interest	4,000.00
Total					8,000.00
4917 · Interest Inc - Disaster Fd					
General J...	05/31/2015	interest		Interest Income	8.72
General J...	06/30/2015	interest		Interest Income	41.40
General J...	07/31/2015	interest		Interest Income	41.94
General J...	08/31/2015	interest		Interest Income	34.38
General J...	09/30/2015	interest		Interest Income	32.40
General J...	10/31/2015	interest		Interest Income	41.38
General J...	11/30/2015	interest		Interest Income	79.80
General J...	12/31/2015	interest		Interest Income	115.46
Total					395.48
7737 · 2015A Int Exp Dwtwn Tmp Imp Bd					
General J...	05/31/2015	DwntwnImpBd	805 Dwtwn Imp Debt Service:7737 L...	Monthly Accrued Int Exp: 2015A Dwtwn Tmp Imp Bond	(11,000.00)
General J...	06/30/2015	DwntwnImpBd	805 Dwtwn Imp Debt Service:7737 L...	Monthly Accrued Int Exp: 2015A Dwtwn Tmp Imp Bond	(11,000.00)
General J...	08/31/2015	DwntwnImpBd	805 Dwtwn Imp Debt Service:7737 L...	Monthly Accrued Int Exp: 2015A Dwtwn Tmp Imp Bond	9,092.19
General J...	10/31/2015	DwntwnImpBd	805 Dwtwn Imp Debt Service:7737 L...	Monthly Accrued Int Exp: 2015A Dwtwn Tmp Imp Bond	(2,346.88)
General J...	11/30/2015	DwntwnImpBd	805 Dwtwn Imp Debt Service:7737 L...	Monthly Accrued Int Exp: 2015A Dwtwn Tmp Imp Bond	(2,346.88)
General J...	12/31/2015	DwntwnImpBd	805 Dwtwn Imp Debt Service:7737 L...	Monthly Accrued Int Exp: 2015A Dwtwn Tmp Imp Bond	(2,346.88)
Total					(19,948.45)
7738 · 2015A Adm Exp Dwtwn Tmp Imp B					
General J...	04/16/2015	TempImpBd	US Bank (Admin Fee)	GO Temp Imp Bonds 2015A - Underwriters Discount	(12,391.50)
Bill	04/30/2015	10366803	Standard and Poors	GO Temp Imp Bonds 2015A - Reoffering Premium	1,764.85
Bill	05/31/2015	560370	Briggs & Morgan	MN GO temporary improvement bonds 2015A	(800.00)
				General Obligation Temporary Improvement Bonds, Series 2015A due 4/1/2017	(5,225.00)
				Legal Services re Temp Imp Bonds 2015A, Dwtwn Improvement Projects	(6,563.00)

City of Afton
City Infra-Structure Imp Projects - Detail by Account
January through December 2015

02/09/16

Type	Date	Num	Source Name	Memo	Amount
Bill	06/30/2015	1 TempImpBd 2015A	Stringsted Incorporated	Services re issuance of \$3,755,000 GO Temp Imp Bds Series 2015A	(27,609.10)
Bill	11/30/2015	Nov2015	Stringsted Incorporated	Dwntown Imp financial services at request of City in 2nd half of 2015	(1,400.00)
Bill	12/30/2015	Downtown Imp2015	Niedzwicki, Thomas H.	Other Finance and Accounting, Downtown improvement projects	(1,000.00)
Total 7738 - 2015A Adm Exp Dwntwn Temp Imp B					(53,263.75)
7900 - Street Imp Capital Projects					
7981 - Village Local Road Improvements					
Bill	03/31/2015	400-16	WSB (Street Imp)	Village Local Road Improvements	(64,936.50)
Bill	04/21/2015	Mar2015	Ross, Stan	Lighting Demo Supplies from Home Depot	(49.15)
Bill	04/30/2015	lighting demo exp	Ross, Stan	Downtown Imp Projects (lighting demo) street light Home Depot, Valley Garage	(112.17)
Bill	04/30/2015	440-4	WSB (Street Imp)	Geotechnical Services for village area	(214.50)
Bill	04/30/2015	400-17	WSB (Street Imp)	Village Local Road Improvements	(50,104.50)
Bill	04/30/2015	326-8	WSB (Street Imp)	Improvement District Policy & Ordinance	(286.00)
Bill	05/31/2015	400-18	WSB (Street Imp)	Village Local Road Improvements Apr 01 to Apr 30, 2015	(40,267.75)
Bill	06/30/2015	400-19	WSB (Street Imp)	Village Local Road Improvements	(21,011.50)
Bill	08/30/2015	400-20	WSB (Street Imp)	Village Local Road Improvement Project, July 2015	(11,543.00)
Bill	09/16/2015	400-21	WSB (Street Imp)	Village Local Road Improvements	(14,597.00)
Bill	09/30/2015	400-22	WSB (Street Imp)	Village Local Road Improvements	(7,529.50)
Bill	10/31/2015	400-23	WSB (Street Imp)	Village local road improvements	(16,259.50)
Bill	10/31/2015	325-17	WSB (Street Imp)	Village improvements feasibility report	(214.50)
Bill	11/30/2015	400-24	WSB (Street Imp)	Village Local Road Improvements	(5,984.00)
Bill	12/31/2015	400-25	WSB (Street Imp)	Village local road improvements	(8,929.50)
Bill	12/31/2015	26	WSB (Village Local Road Imp)	Village Local Road Improvements	(19,602.50)
Total 7981 - Village Local Road Improvements					(261,641.57)
7982 - CR 21 Improvement Project					
Bill	03/31/2015	390-16	WSB (Street Imp)	CR 21 improvement Project	(1,034.00)
Bill	03/31/2015	390-17	WSB (Street Imp)	CR 21 improvement Project	(746.50)
Bill	04/30/2015	390-18	WSB (Street Imp)	CR 21 Improvement Project	(1,125.50)
Bill	05/31/2015	390-19	WSB (Street Imp)	CR21 Improvement Project Apr 01 to Apr 30, 2015	(1,195.25)
Bill	06/30/2015	390-20	WSB (Street Imp)	CR21 Improvement Project May 01 to May 31, 2015	(3,230.50)
Bill	08/30/2015	390-21	WSB (Street Imp)	CR-21 Improvement Project, June 2015	(1,245.50)
Bill	09/16/2015	390-22	WSB (Street Imp)	CR-21 Improvement Project, July 2015	(246.00)
Bill	09/30/2015	390-23	WSB (Street Imp)	CR 21 Improvement Project	(123.00)
Bill	10/31/2015	390-24	WSB (Street Imp)	CR 21 improvement fund	(972.50)
Bill	11/30/2015	392-25	WSB (Street Imp)	CR 21 Improvement Project	(1,420.50)
Bill	12/31/2015	390-26	WSB (Street Imp)	CR 21 improvement project	(500.50)
Total 7982 - CR 21 Improvement Project					(11,839.75)
Total 7900 - Street Imp Capital Projects					
8890 - DNR Flood Imp Expense					
Bill	01/31/2015	443820206	Xcel Energy (51-0895345-1)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 000071246886	(21.35)
Bill	01/31/2015	Jan2015	Centerpoint Energy (9859256-1)	Meter #M19951077099 DNR Flood Mit Grant 2318 St Croix Trl S, Wastewater Treatment Site	(11.50)
Bill	02/24/2015	2ndhalf2014proptaxes	Wash City Tax Act (PO Box 200)	3601 St Croix Trl S Subdivision Name AFTON Lot 1 Block 2 SubdivisionCd 19040	(694.18)

City of Afion
City Infra-Structure Imp Projects - Detail by Account
 January through December 2015

Type	Date	Num	Source Name	Memo	Amount
Bill	02/28/2015	Feb2015	Centerpoint Energy (9859256-1)	Meter #M19951077099 DNR Flood Mit Grant 2318 St Croix Trl S., Wastewater Treatment Site	(11.50)
Bill	03/31/2015	447462872	Xcel Energy (51-0895345-1)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 000071246886	(21.82)
Bill	03/31/2015	451180858	Xcel Energy (51-0895345-1)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 000071246886	(22.18)
Bill	03/31/2015	Mar2015	Centerpoint Energy (9859256-1)	Meter #M19951077099 DNR Flood Mit Grant 2318 St Croix Trl S., Wastewater Treatment Site	(47.59)
Bill	04/30/2015	454884172	Xcel Energy (51-0895345-1)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 000071246886	(21.21)
Bill	04/30/2015	Apr2015	Centerpoint Energy (9859256-1)	Meter #M19951077099 DNR Flood Mit Grant 2318 St Croix Trl S., Wastewater Treatment Site	(21.43)
Bill	05/31/2015	458569902	Xcel Energy (51-0895345-1)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 000071246886	(21.17)
Bill	06/30/2015	462298623	Xcel Energy (51-0895345-1)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 000071246886	(21.03)
Bill	07/31/2015	July2015	Holstad & Knaak, PLC	Condemnation litigation: Dntown Imp Projects	(1,432.50)
Bill	07/31/2015	466026032	Xcel Energy (51-0895345-1)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 000071246886	(20.74)
Bill	09/16/2015	469745365	Xcel Energy (51-0895345-1)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 000071246886	(21.02)
Bill	09/30/2015	473454345	Xcel Energy (51-0895345-1)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 000071246886	(36.41)
Bill	10/31/2015	477148224	Xcel Energy (51-0895345-1)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 000071246886	(21.32)
Bill	11/30/2015	480887738	Xcel Energy (51-0895345-1)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 000071246886	(20.60)
Bill	12/31/2015	484587748	Xcel Energy (51-0895345-1)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 000071246886	(14.03)
Total 8891 - DNR Flood Imp - Prop Purch/Exp					
8892 - Dntwn Imp - Easements & Damages					
Bill	07/27/2015	230282020003	Afion Marina Yacht Club	Downtown Improvement Project, easements and damages	(10,600.00)
Bill	07/27/2015	2202820140006	Nickerson, Paul and Rebecca	Downtown Improvement Project, easements and damages	(23,400.00)
Bill	07/27/2015	2202820410017	Thompson, John and Diann	Downtown Improvement Project, easements and damages	(7,200.00)
Bill	07/27/2015	2202820140004	Snelling, Matthew and Christen	Downtown Improvement Project, easements and damages	(10,700.00)
Bill	07/27/2015	2202820410021	Weed, George and Katherine	Downtown Improvement Project, easements and damages	(19,350.00)
Bill	07/27/2015	2202820410009	Mary Jacquelyn Dickinson Revocable T...	Downtown Improvement Project, easements and damages	(13,100.00)
Bill	07/27/2015	2202820410023	Balsimo, Richard	Downtown Improvement Project, easements and damages	(14,650.00)
Bill	07/27/2015	2202820300003	Pung, Richard	Downtown Improvement Project, easements and damages	(5,900.00)
Bill	07/27/2015	1402820300003	Knutson, Kenneth and Anne Knutson	Downtown Improvement Project, easements and damages	(14,300.00)
Bill	07/31/2015	2202820410010	Gehrke, James	Downtown Improvement Project, easements and damages	(64,950.00)
Bill	07/31/2015	220282041001	Gehrke, Judith	Downtown Improvement Project, easements and damages	(64,950.00)
Bill	08/01/2015	Five Easements	Court Administration	Appraised value of five easements acquired for downtown imp project	(384,100.00)
Total 8892 - Dntwn Imp - Easements & Damages					
8894 - Septic Permits, Fees, Admin					
Bill	02/28/2015	680633-3348	Lindquist & Vennum LLP	Wastewater treatment facility, services through Jan 31, 2015	(1,127.50)
Bill	03/31/2015	682008-3348	Lindquist & Vennum LLP	Wastewater treatment facility, services through Feb 28, 2015	(770.00)
Bill	04/21/2015	683762-3348	Lindquist & Vennum LLP	Wastewater treatment facility, services through March 31, 2015	(177.50)
Bill	05/31/2015	15304	Environmental Law Group	environmental review and permitting issues	(560.00)
Bill	05/31/2015	May2015	Holstad & Knaak, PLC	Condemnation litigation: Dntown Imp Projects	(5,121.28)
Bill	05/31/2015	685628-3283	Lindquist & Vennum LLP	Wastewater treatment facility, services through April 30, 2015	(177.50)
Bill	06/30/2015	15334 June2015	Environmental Law Group	environmental review and permitting issues	(7,280.00)
Bill	06/30/2015	June2015	Holstad & Knaak, PLC	Condemnation litigation: Dntown Imp Projects	(1,694.37)
Bill	07/31/2015	DNR License 1856-...	MN Dept. Natural Resources	License for 50 year period commencing on Aug 1, 2015	(586.00)
Bill	07/31/2015	15370	Environmental Law Group	environmental review and permitting issues	(1,680.00)
Bill	08/31/2015	08252015	Holstad & Knaak, PLC	Condemnation litigation: Dntown Imp Projects	(491.00)
Bill	09/16/2015	15393	Environmental Law Group	environmental review and permitting issues	(2,128.00)
Bill	09/30/2015	15446	Environmental Law Group	environmental review and permitting issues	(1,540.00)
Bill	09/30/2015	Sept2015	Holstad & Knaak, PLC	Condemnation litigation: Dntown Imp Projects	(575.00)

02/09/16

City of Afton City Infra-Structure Imp Projects - Detail by Account January through December 2015

Type	Date	Num	Source Name	Memo	Amount
Bill	10/31/2015	Oct2015	Holstad & Knaak, PLC	Condemnation litigation: Downtown Imp Projects	(1,656.25)
Bill	10/31/2015	15483	Environmental Law Group	Village septic / MPCA permit	(4,900.00)
Bill	11/30/2015	Nov2015	Holstad & Knaak, PLC	Condemnation litigation: Downtown Imp Projects	(430.00)
Bill	11/30/2015	November2015	Environmental Law Group	Environmental review and permitting issues	(3,827.91)
Bill	12/29/2015	2015128-02	Blondo Consulting LLC	Continued Section 106 Consultation Services	(4,000.00)
Bill	12/29/2015	2015128-01	Blondo Consulting LLC	Tribal Consultation	(1,000.00)
Bill	12/31/2015	Dec2015	Holstad & Knaak, PLC	Condemnation litigation: Downtown Imp Projects	(505.00)
Bill	12/31/2015	15541 Dec2015	Environmental Law Group	Environmental review and permitting issues	(2,128.00)
Total 8894 - Septic Permits, Fees, Admin					
8895 - DNR Flood Imp Proj - Engineer					
Bill	03/31/2015	320-38	WSB (DNR Flood Imp)	Flood Protection Improvement Project	(29,811.50)
Bill	04/21/2015	66237	American Engineering Testing, Inc.	Levee Design and FEMA Cert	(9,705.45)
Bill	04/30/2015	320-39	WSB (DNR Flood Imp)	Flood Protection Improvement Project	(60,596.15)
Bill	05/31/2015	320-40	WSB (DNR Flood Imp)	Flood Protection Improvement Project, Apr 01 to Apr 30 2015	(12,197.00)
Bill	06/30/2015	320-41	WSB (DNR Flood Imp)	Flood Protection Improvement Project, May 01 to May 31 2015	(21,052.05)
Bill	08/30/2015	320-42	WSB (DNR Flood Imp)	Flood Protection Improvement Project June 2015	(12,822.00)
Bill	09/16/2015	320-43	WSB (DNR Flood Imp)	Flood Protection Improvement Project July 2015	(8,556.75)
Bill	09/30/2015	320-44	WSB (DNR Flood Imp)	Flood Protection Improvement Project	(6,312.45)
Bill	10/31/2015	320-45	WSB (DNR Flood Imp)	Flood protection improvement project	(6,689.75)
Bill	11/30/2015	320-46	WSB (DNR Flood Imp)	Flood Protection Improvement Project	(11,510.75)
Bill	12/31/2015	320-47	WSB (DNR Flood Imp)	Flood protection improvement project	(10,122.50)
Bill	12/31/2015	48	WSB (DNR Flood Imp)	Flood protection improvement project	(8,900.75)
Total 8895 - DNR Flood Imp Proj - Engineer					
8896 - Sanitary Sewer Improvements					
Bill	01/31/2015	11500178	Wenck Associates Inc.	Wastewater System Engineering	(3,886.86)
Bill	02/28/2015	11500875	Wenck Associates Inc.	Wastewater System Engineering	(3,897.10)
Bill	03/31/2015	11501325	Wenck Associates Inc.	Wastewater System Engineering	(6,901.65)
Bill	03/31/2015	410-15	WSB (DNR Flood Imp)	Sanitary Sewer Improvements	(5,603.00)
Bill	04/30/2015	11502082	Wenck Associates Inc.	Wastewater System Engineering	(16,895.38)
Bill	04/30/2015	410-16	WSB (DNR Flood Imp)	Sanitary Sewer Improvements	(10,483.50)
Bill	05/31/2015	11502771	Wenck Associates Inc.	Wastewater System Engineering	(5,673.75)
Bill	05/31/2015	410-17	WSB (DNR Flood Imp)	Sanitary Sewer Improvements Apr 01 to Apr 30 2015	(11,841.00)
Bill	05/31/2015	324-9	WSB (DNR Flood Imp)	SS/TS Abatement BWSR grant Apr 01 to Apr 30 2015	(706.50)
Bill	06/30/2015	11503628	Wenck Associates Inc.	Wastewater System Engineering	(10,345.88)
Bill	06/30/2015	410-18	WSB (DNR Flood Imp)	Sanitary Sewer Improvements, May 01 to May 31 2015	(6,031.50)
Bill	06/30/2015	410-19	WSB (DNR Flood Imp)	Sanitary Sewer Improvements, DNR Village Septic	(2,643.35)
Bill	07/31/2015	11504519	Wenck Associates Inc.	Sanitary Sewer Improvements, June 1 to June 30, 2015	(14,426.00)
Bill	08/30/2015	410-19	WSB (DNR Flood Imp)	Wastewater System Engineering, DNR Village Septic	(1,224.00)
Bill	08/31/2015	2656-04 08312015	Wenck Associates Inc.	Sanitary Sewer Improvements, July 2015	(13,534.75)
Bill	09/16/2015	410-20	WSB (DNR Flood Imp)	Wastewater System Engineering	(1,913.13)
Bill	09/30/2015	11507822	Wenck Associates Inc.	Sanitary Sewer Improvements	(23,169.30)
Bill	09/30/2015	410-21	WSB (DNR Flood Imp)	Sanitary sewer improvements	(4,914.00)
Bill	10/31/2015	410-22	WSB (DNR Flood Imp)	Wastewater System Engineering	(136.00)
Bill	10/31/2015	11508781	Wenck Associates Inc.	Wastewater System Engineering	(937.28)
Bill	11/30/2015	11509613	Wenck Associates Inc.	Sanitary Sewer Improvements	(13,751.00)
Bill	11/30/2015	410-25	WSB (DNR Flood Imp)	Sanitary Sewer Improvements	

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City of Afton
City Infra-Structure Imp Projects - Detail by Account
January through December 2015

Type	Date	Num	Source Name	Memo	Amount
General J...	11/30/2015	Wenck	550 Special Activities Fund:D. Flood & ...	Trf Wenck Exp from 7833: s/b Sanitary Sewer Imp	(15,982.34)
Bill	12/31/2015	11510486	Wenck Associates Inc.	Wastewater system engineering	(429.53)
Bill	12/31/2015	410-25	WSB (DNR Flood Imp)	Sanitary Sewer Improvements	(6,387.75)
Bill	12/31/2015	25	WSB (Sanitary Sewer Imp)	Sanitary Sewer Improvements	(12,485.00)
Total 8896 · Sanitary Sewer Improvements					(194,199.55)
8897 · Septic Construction Eng'g					
Bill	12/31/2015	11510487	Wenck Associates Inc.	Afton LSTS - Bidding, Construction & Post Construction Services	(9,048.00)
Total 8897 · Septic Construction Eng'g					(9,048.00)
8898 · Flood Mitigation/ROW Serv					
Bill	03/31/2015	321-19	WSB (Flood ROW Mitigation)	flood mitigation project right of way services	(8,284.75)
Bill	03/31/2015	321-18	WSB (Flood ROW Mitigation)	flood mitigation project right of way services	(10,416.75)
Bill	04/30/2015	321-20	WSB (Flood ROW Mitigation)	flood mitigation project right of way services	(15,856.00)
Bill	05/31/2015	321-21	WSB (Flood ROW Mitigation)	flood mitigation project right of way services, Apr 01 to Apr 30, 2015	(12,988.50)
Bill	06/30/2015	321-22	WSB (Flood ROW Mitigation)	flood mitigation project right of way services, May 01 to May 31, 2015	(2,992.50)
Bill	08/30/2015	321-23	WSB (Flood ROW Mitigation)	flood mitigation project right of way services, June 2015	(2,074.25)
Bill	08/30/2015	321-17	WSB (Flood ROW Mitigation)	flood mitigation project right of way services, December 01, 2014 to December 31, 2014	(24,327.30)
Bill	09/16/2015	321-24	WSB (Flood ROW Mitigation)	flood mitigation project right of way services, July 1 to July 31, 2015	(7,626.50)
Bill	09/30/2015	321-25	WSB (Flood ROW Mitigation)	flood mitigation project right of way services	(1,831.25)
Bill	10/31/2015	321-26	WSB (Flood ROW Mitigation)	flood mitigation project right of way services	(266.00)
Bill	12/31/2015	321-27	WSB (Flood ROW Mitigation)	flood mitigation project right of way services	(133.00)
Bill	12/31/2015	28	WSB (Flood ROW Mitigation)	flood mitigation project right of way services	(871.00)
Total 8898 · Flood Mitigation/ROW Serv					(87,667.80)
Total 8890 · DNR Flood Imp Expense					(1,167,229.34)
TOTAL					(1,369,590.38)

City of Afton
City Infra-Structure Imp Projects - Detail by Account
 January through December 2014

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Type	Date	Num	Source Name	Memo	Amount
4896 - Flood Levy Imp Proj - Tax Levy					
Deposit	06/30/2014			Wash Cty Tax Settlement 7/3/14; Collected 1/1/14 thru 5/31/14	47,500.00
Deposit	11/30/2014			Wash Cty Tax Settlement 12/2/14; Collected 6/1/14 thru 10/31/14	47,500.00
Total 4896 - Flood Levy Imp Proj - Tax Levy					
4917 - Interest Inc - Disaster Fd					
General J...	01/31/2014	interest		Interest Income	1.24
General J...	02/28/2014	interest		Interest Income	1.02
General J...	03/31/2014	interest		Interest Income	0.62
General J...	04/30/2014	interest		Interest Income	0.30
General J...	07/31/2014	interest		Interest Income	0.02
General J...	12/31/2014	interest		Interest Income	0.06
Total 4917 - Interest Inc - Disaster Fd					
7900 - Street Imp Capital Projects					
7981 - Village Local Road Improvements					
Bill	02/28/2014	400-4	WSB (Street Imp)	Village Local Road Improvements	(1,621.00)
Bill	04/15/2014	325-14	WSB (Street Imp)	Village Improvements Feasibility Report	(1,839.00)
Bill	04/15/2014	400-5	WSB (Street Imp)	Village Local Road Improvements	(2,853.00)
Bill	04/30/2014	400-6	WSB (Street Imp)	Village Local Road Improvements	(2,051.50)
Bill	05/31/2014	400-7	WSB (Street Imp)	Village Local Road Improvements	(3,267.00)
Bill	07/31/2014	400-8	WSB (Street Imp)	Village Local Road Improvements	(11,459.00)
Bill	08/31/2014	400-9	WSB (Street Imp)	Village Local Road Improvements	(1,877.50)
Bill	08/31/2014	10	WSB (Street Imp)	Village Local Road Improvements	(1,491.50)
Bill	10/31/2014	400-12	WSB (Street Imp)	Village local road improvements	(5,526.25)
Bill	12/31/2014	400-13	WSB (Street Imp)	Village Local Road Improvements	(11,150.25)
Bill	12/31/2014	400-14	WSB (Street Imp)	Village Local Road Improvements	(9,265.00)
Bill	12/31/2014	400-11 Aug14	WSB (Street Imp)	Village Local Road Improvements	(5,379.00)
Bill	12/31/2014	400-15 thru 12/31/14	WSB (Street Imp)	Village Local Road Improvements	(31,647.00)
Total 7981 - Village Local Road Improvements					
7982 - CR 21 Improvement Project					
Bill	02/28/2014	390-4	WSB (Street Imp)	CR 21 Improvement Project	(2,522.00)
Bill	03/19/2014	Feb2014	Private Underground	Wash Co Rd 21 Improvement Project	(37.00)
Bill	04/15/2014	390-5	WSB (Street Imp)	CR21 Improvement Project	(2,044.50)
Bill	04/30/2014	390-6	WSB (Street Imp)	CR 21 Improvement Project	(1,424.00)
Bill	05/31/2014	390-7	WSB (Street Imp)	CR 21 Improvement Project	(1,104.00)
Bill	07/31/2014	390-8	WSB (Street Imp)	CR 21 Improvement Project	(3,076.00)
Bill	08/31/2014	390-9	WSB (Street Imp)	CR 21 Improvement Project	(345.00)
Bill	08/31/2014	10	WSB (Street Imp)	CR 21 Improvement Project	(565.50)
Bill	10/31/2014	390-12	WSB (Street Imp)	CR 21 Improvement Project	(2,793.50)
Bill	12/31/2014	390-13	WSB (Street Imp)	CR 21 Improvements Project	(1,300.50)
Bill	12/31/2014	390-14	WSB (Street Imp)	CR 21 Improvement Project	(2,123.00)
Bill	12/31/2014	390-11 Aug14	WSB (Street Imp)	CR 21 Improvement Project	(1,720.25)
Bill	12/31/2014	390-15 thru 12/31/14	WSB (Street Imp)	CR 21 Improvement Project	(4,214.00)

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City of Afton
City Infra-Structure Imp Projects - Detail by Account
 January through December 2014

Type	Date	Num	Source Name	Memo	Amount
Total 7982 · CR 21 Improvement Project					
Total 7900 · Street Imp Capital Projects					
8890 · DNR Flood Imp - Prop Purch/Exp					
Bill	01/30/2014	Jan2014	Centerpoint Energy (9859256-1)	Meter #M19951077099 DNR Flood Mit Grant 2318 St Croix Th S	(91.40)
Bill	01/30/2014	399700317	Xcel Energy (51-0895345-1)	Eastwood - Septic Property 2318 St Croix Th S Meter# 000071246886	(32.31)
Bill	01/31/2014	43797	Menards - Hudson	1/2 " x 50' vinyl tube eastwood septic	(18.50)
Bill	01/31/2014	Jan2014	Centerpoint Energy (10076343-2)	36301 170th St - meter # M20111530045	(248.61)
Bill	02/28/2014	Feb2014	Centerpoint Energy (9859256-1)	Meter #M19951077099 DNR Flood Mit Grant 2318 St Croix Th S	(96.74)
Bill	02/28/2014	403333078	Xcel Energy (51-0895345-1)	Eastwood - Septic Property 2318 St Croix Th S Meter# 000071246886	(34.60)
Bill	03/31/2014	Mar2014	Centerpoint Energy (10076343-2)	36301 170th St - meter # M20111530045	(231.30)
Bill	04/15/2014	Apr2014	Centerpoint Energy (10076343-2)	Meter #M19951077099 DNR Flood Mit Grant 2318 St Croix Th S	(77.68)
Bill	04/15/2014	406989052	Xcel Energy (51-0895345-1)	36301 170th St - meter # M20111530045	(234.54)
Bill	04/30/2014	Apr2014	Centerpoint Energy (9859256-1)	Eastwood - Septic Property 2318 St Croix Th S Meter# 000071246886	(26.47)
Bill	04/30/2014	410682960	Xcel Energy (51-0895345-1)	Meter #M19951077099 DNR Flood Mit Grant 2318 St Croix Th S	(22.56)
Bill	04/30/2014	52460	Menards - Hudson	Eastwood - Septic Property 2318 St Croix Th S Meter# 000071246886	(47.89)
Bill	05/15/2014	May2014	Centerpoint Energy (10076343-2)	zip tie bags/snow fence	(109.31)
Bill	05/31/2014	414303151	Xcel Energy (51-0895345-1)	36301 170th St - meter # M20111530045	(21.08)
Bill	05/31/2014	May2014	Centerpoint Energy (9859256-1)	Meter #M19951077099 DNR Flood Mit Grant 2318 St Croix Th S	(12.64)
Bill	06/12/2014	May2014	Centerpoint Energy (10076343-2)	36301 170th St - meter # M20111530045	(42.31)
Bill	06/12/2014	5553	Wash Cty Tax Acct (PO Box 200)	3601 St Croix Trl S Subdivision Name AFTON Lot 1 Block 2 SubdivisionCd 19040	(621.92)
Bill	06/30/2014	Jun2014	Centerpoint Energy (9859256-1)	Meter #M19951077099 DNR Flood Mit Grant 2318 St Croix Th S	(10.39)
Bill	06/30/2014	417989944	Xcel Energy (51-0895345-1)	36301 170th St - meter # M20111530045	(21.21)
Bill	07/16/2014	Jul2014	Centerpoint Energy (10076343-2)	Meter #M19951077099 DNR Flood Mit Grant 2318 St Croix Th S	(21.95)
Bill	07/31/2014	Jul2014	Centerpoint Energy (9859256-1)	Eastwood - Septic Property 2318 St Croix Th S Meter# 000071246886	(10.39)
Bill	07/31/2014	421695566	Xcel Energy (51-0895345-1)	36301 170th St - meter # M20111530045	(21.15)
Bill	08/14/2014	Aug14	Centerpoint Energy (10076343-2)	Meter #M19951077099 DNR Flood Mit Grant 2318 St Croix Th S	(18.26)
Bill	08/31/2014	Aug14	Centerpoint Energy (9859256-1)	36301 170th St - meter # M20111530045	(10.39)
Bill	08/31/2014	425400784	Xcel Energy (51-0895345-1)	Meter #M19951077099 DNR Flood Mit Grant 2318 St Croix Th S	(21.21)
General J...	09/23/2014	Reclass	Centerpoint Energy (9859256-1)	Eastwood - Septic Property 2318 St Croix Th S Meter# 000071246886	1,329.80
Bill	09/30/2014	429062109	Xcel Energy (51-0895345-1)	Reclass Centerpoint Energy 10076343-2 (not Afton)	(21.35)
Bill	09/30/2014	Sep2014	Centerpoint Energy (9859256-1)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 000071246886	(10.39)
Bill	10/31/2014	432754897	Xcel Energy (51-0895345-1)	Meter #M19951077099 DNR Flood Mit Grant 2318 St Croix Th S	(21.83)
Bill	10/31/2014	Oct2014	Centerpoint Energy (9859256-1)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 000071246886	(10.39)
Bill	11/30/2014	436437932	Xcel Energy (51-0895345-1)	Meter #M19951077099 DNR Flood Mit Grant 2318 St Croix Th S	(21.54)
General J...	12/30/2014	Reclass	Centerpoint Energy (10076343-2)	Reclass Centerpoint Energy 10076343-2 (not Afton)	(7.23)
Bill	12/31/2014	Dec2014	Centerpoint Energy (9859256-1)	Meter #M19951077099 DNR Flood Mit Grant 2318 St Croix Trl S, Wastewater Treatment Site	(16.90)
Bill	12/31/2014	440140596	Xcel Energy (51-0895345-1)	Eastwood - Septic Property 2318 St Croix Th S Meter# 000071246886	(21.70)
Total 8891 · DNR Flood Imp - Prop Purch/Exp					
8892 · Dwtwa Imp - Easements & Damages					
Bill	03/31/2014	7237.2	BRKW Appraisals, Inc.	Special Benefits Appraisal Services, 28 Cmcl Zoned Properties, Afton downtown street, Sanitary...	(8,700.00)
Bill	09/18/2014	7237.3 & 7237.4	BRKW Appraisals, Inc.	Special Benefits Appraisal Services, 28 Cmcl Zoned Properties, Afton downtown street, Sanitary...	(3,000.00)

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City of Afton City Infra-Structure Imp Projects - Detail by Account January through December 2014

Type	Date	Num	Source Name	Memo	Amount
Total 8892 - Dvrtwn Imp - Easemnts & Damages					
8894 - Septic Permits, Fees, Admin					
Bill	03/26/2014	Mar2014	Minnesota Pollution Control Agency	permit fee for MPCA permit for wastewater treatment system	(9,300.00)
Bill	09/30/2014	671943-3348	Lindquist & Vennum LLP	Wastewater treatment facility, services through Aug 31 2014	(1,020.00)
Bill	09/30/2014	September 2014	Lindquist & Vennum LLP	Wastewater treatment facility	(68.00)
Bill	12/16/2014	677337-3348	Lindquist & Vennum LLP	Wastewater treatment facility	(170.00)
Total 8894 - Septic Permits, Fees, Admin					
8895 - DNR Flood Imp Proj - Engineer					
Bill	02/28/2014	320-26	WSB (DNR Flood Imp)	Flood Protection Improvement Project	(2,615.00)
Bill	04/15/2014	320-27	WSB (DNR Flood Imp)	Flood Protection Improvement Project	(5,033.25)
Bill	04/30/2014	320-28	WSB (DNR Flood Imp)	Flood Plain Improvement Project	(6,932.00)
Bill	05/31/2014	320-29	WSB (DNR Flood Imp)	Flood Protection Improvement Project	(13,495.50)
Bill	07/31/2014	320-30	WSB (DNR Flood Imp)	Flood Protection Improvement Project	(13,227.00)
Bill	08/31/2014	410-8	WSB (DNR Flood Imp)	Flood Protection Improvement Project	(24,349.60)
Bill	08/31/2014	320-31	WSB (DNR Flood Imp)	Flood Protection Improvement Project	(16,093.25)
Bill	08/31/2014	32	WSB (DNR Flood Imp)	Flood Protection Improvement Project	(15,338.75)
Bill	10/31/2014	320-34	WSB (DNR Flood Imp)	Flood Protection Improvement	(8,607.75)
Bill	12/31/2014	410-12	WSB (DNR Flood Imp)	Flood Protection Improvement	(3,705.50)
Bill	12/31/2014	320-35	WSB (DNR Flood Imp)	Flood Protection Improvement	(13,454.75)
Bill	12/31/2014	320-36	WSB (DNR Flood Imp)	Flood Protection Improvement Project	(11,515.00)
Bill	12/31/2014	410-10 Aug14	WSB (DNR Flood Imp)	Flood Protection Improvement Project	(2,003.00)
Bill	12/31/2014	320-33 Aug14	WSB (DNR Flood Imp)	Flood Protection Improvement Project	(12,953.75)
Bill	12/31/2014	320-37 thru 12/31/14	WSB (DNR Flood Imp)	Flood Protection Improvement Project	(8,113.75)
Total 8895 - DNR Flood Imp Proj - Engineer					
8896 - Sanitary Sewer Improvements					
Bill	01/31/2014	11400156	Wenck Associates Inc.	Project 2656-03 Field Investigation & Hydrogeologic Study	(702.31)
Bill	01/31/2014	11400161	Wenck Associates Inc.	Project 2656-04 Wastewater System Engineering	(15,084.00)
Bill	02/28/2014	410-3	WSB (DNR Flood Imp)	Sanitary Sewer Improvements	(24,888.50)
Bill	02/28/2014	11400620	Wenck Associates Inc.	Field Investigation & Hydrogeologic Study	(335.20)
Bill	02/28/2014	11400562	Wenck Associates Inc.	Wastewater System Engineering	(22,899.48)
Bill	04/15/2014	11401158	Wenck Associates Inc.	Wastewater System Engineering	(34,479.86)
Bill	04/15/2014	11401116	Wenck Associates Inc.	Field Investigation & Hydrogeologic Study	(1,004.29)
Bill	04/15/2014	410-4	WSB (DNR Flood Imp)	Sanitary Sewer Improvements	(26,213.00)
Bill	04/30/2014	11401740	Wenck Associates Inc.	Wastewater System Engineering	(16,269.98)
Bill	04/30/2014	410-5	WSB (DNR Flood Imp)	Sanitary Sewer Improvements	(12,798.50)
Bill	05/31/2014	11402333	Wenck Associates Inc.	Sanitary Sewer Improvements	(20,366.00)
Bill	06/30/2014	11402988	Wenck Associates Inc.	Sanitary Sewer Improvements	(9,261.00)
Bill	05/31/2014	410-6	WSB (DNR Flood Imp)	Sanitary Sewer Improvements	(7,098.55)
Bill	07/31/2014	11403496	Wenck Associates Inc.	Wastewater System Engineering	(4,374.38)
Bill	07/31/2014	410-7	WSB (DNR Flood Imp)	Sanitary Sewer Improvements	(40,920.10)
Bill	08/31/2014	11404180	Wenck Associates Inc.	Wastewater System Engineering	(6,121.10)
Bill	08/31/2014	9	WSB (DNR Flood Imp)	Sanitary Sewer Improvements	(2,638.75)
Bill	09/30/2014	11404851	Wenck Associates Inc.	Wastewater System Engineering	(6,515.00)
Bill	10/31/2014	410-11	WSB (DNR Flood Imp)	Sanitary Sewer Improvements	(3,682.50)

City of Afton
City Infra-Structure Imp Projects - Detail by Account
 January through December 2014

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Type	Date	Num	Source Name	Memo	Amount
Bill	10/31/2014	11405638	Wenck Associates Inc.	Wastewater System Engineering	(6,079.78)
Bill	11/30/2014	11406461	Wenck Associates Inc.	Wastewater System Engineering	(5,123.98)
Bill	12/31/2014	410-13	WSB (DNR Flood Imp)	Sanitary Sewer Improvements	(1,420.00)
Bill	12/31/2014	11407147	Wenck Associates Inc.	Wastewater System Engineering	(21,956.20)
Bill	12/31/2014	410-14 thru 12/31/14	WSB (DNR Flood Imp)	Sanitary Sewer Improvements	(3,548.00)
Total 8896 · Sanitary Sewer Improvements					
8897 · Septic Construction Eng'g					
Bill	05/31/2014	741612522	Finance and Commerce	Bids re: Sanitary Sewer Improvement Project	(228.90)
Bill	06/12/2014	741621255	Finance and Commerce	Bids re: Sanitary Sewer Improvement Project	(311.87)
Total 8897 · Septic Construction Eng'g					
8898 · Flood Mitigation/ROW Serv					
Bill	05/31/2014	4331	River Valley Printing	DNR Flood Mitigation mailing	(98.00)
Bill	08/31/2014	14	WSB (Flood ROW Mitigation)	flood mitigation project right of way services	(576.00)
Bill	12/31/2014	321-15	WSB (Flood ROW Mitigation)	flood mitigation project right of way services	(11,507.75)
Bill	12/31/2014	321-16	WSB (Flood ROW Mitigation)	flood mitigation project right of way services	(7,605.50)
Total 8898 · Flood Mitigation/ROW Serv					
8899 · Village Improvements					
Bill	02/28/2014	325-13	WSB (Street Imp)	Village Improvements Feasibility Report	(891.00)
Bill	04/15/2014	440-1	WSB (DNR Flood Imp)	Geotechnical Services for Village Area	(8,634.75)
Bill	04/30/2014	325-15	WSB (DNR Flood Imp)	Village Improvements Feasibility Report	(2,708.00)
Bill	04/30/2014	326-3	WSB (DNR Flood Imp)	Improvement District Policy & Ordinance	(147.00)
Bill	04/30/2014	440-2	WSB (DNR Flood Imp)	Geotechnical Services for Village Area	(4,041.00)
Bill	05/31/2014	440-3	WSB (DNR Flood Imp)	Geotechnical Services for Village Area	(138.00)
Bill	05/31/2014	326-4	WSB (DNR Flood Imp)	Improvement District Policy & Ordinance	(280.50)
Bill	05/31/2014	325-16	WSB (DNR Flood Imp)	Village Improvements Feasibility Report	(10,877.50)
Bill	07/31/2014	326-5	WSB (DNR Flood Imp)	Improvement District Policy & Ordinance	(294.00)
Bill	08/31/2014	6	WSB (DNR Flood Imp)	Improvement District Policy and Ordinance	(441.00)
Total 8899 · Village Improvements					
Total 8890 · DNR Flood Imp Expense					
TOTAL					(540,884.02)

City of Afton
City Infra-Structure Imp Projects - Detail by Account
 January through December 2013

02/09/16

Type	Date	Num	Source Name	Memo	Amount
4849 · DNR BWSR Grant					
Deposit	02/28/2013	3484		DNR FY 2013 Competitive Grant Program: Water/Soil Resources Board	129,850.00
Total 4849 · DNR BWSR Grant					129,850.00
4850 · Park Reserve Trf re. Dvntwn Imp					
General J...	12/23/2013	Park2Disast	800 City InfraStructure Imp Fd.A. Rev.4...	Trf fr Park Reserve to Disaster Fd re Land Purchase	100,000.00
Total 4850 · Park Reserve Trf re. Dvntwn Imp					100,000.00
4871 · Rental Inc - Flood Levee Prop					
Deposit	01/30/2013	4604		Thomas house: Jan13 rent (last month)	200.00
Deposit	02/28/2013	12578		Jean and Patricia Hartmann: 3601 St Croix Trl 1/2 Feb Rent	100.00
Deposit	02/28/2013	12577		Jean and Patricia Hartmann: 3601 St Croix Trl Mar Rent	200.00
Deposit	04/08/2013	4104		Patricia Hartmann April 2013 rent	200.00
Deposit	04/30/2013	12589		Jean Hartmann - may rent	200.00
Deposit	05/30/2013	4116		Patricia Hartmann: June rent 3601 St Croix Trl S	200.00
Deposit	07/25/2013	12599		Jean Hartmann July Rent	200.00
Deposit	07/31/2013	4126		Patricia Hartmann: Rent	200.00
Deposit	08/31/2013	4130		Pat Hartmann - sept rent	200.00
Total 4871 · Rental Inc - Flood Levee Prop					1,700.00
4894 · MnDNR Grant - Other					
General J...	12/31/2013	DNR Grant		DNR OMB Flood Hazard Mitigation Grant 3000003474	10,024.53
Total 4894 · MnDNR Grant - Other					10,024.53
4895 · MnDNR Grant- Land Purchase					
Deposit	03/10/2013	FM00111460		DNR OMB: Afton invoice 022513: 90% of \$196,366.83 Land Purchase #3	176,730.14
Deposit	04/30/2013	FM00124191		DNR OMB: Afton invoice Eastwood 4/30/13: 90% of \$488,821.54 Land Purchase #4	439,939.38
Total 4895 · MnDNR Grant- Land Purchase					616,669.52
4896 · Flood Levy Imp Proj - Tax Levy					
Deposit	06/30/2013			Wash City Tax Settlement 7/3/13: Collected 1/1/13 thru 5/31/13	47,500.00
Deposit	11/30/2013			Wash City Tax Settlement 7/3/13: Collected 1/1/13 thru 5/31/13	47,500.00
Total 4896 · Flood Levy Imp Proj - Tax Levy					95,000.00
4917 · Interest Inc - Disaster Fd					
General J...	01/31/2013	interest		Interest Income	0.31
General J...	02/28/2013	interest		Interest Income	0.28
General J...	03/31/2013	interest		Interest Income	0.31
General J...	04/30/2013	interest		Interest Income	0.32
General J...	05/31/2013	interest		Interest Income	0.28
General J...	07/31/2013	interest		Interest Income	0.33
General J...	08/31/2013	interest		Interest Income	0.25
General J...	11/30/2013	interest		Interest Income	0.02

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Type	Date	Num	Source Name	Memo	Amount
General J...	12/31/2013	interest		Interest Income	0.45
Total 4917					2.55
7900 - Street Imp Capital Projects					
7981 - Village Local Road Improvements					
Bill	12/18/2013	400-1	WSB (Street Imp)	Village Local Road Improvements	(199.50)
Bill	12/31/2013	400-2	WSB (Street Imp)	Village Local Road Improvements	(383.00)
Bill	12/31/2013	400-3	WSB (Street Imp)	Village Local Road Improvements	(5,497.00)
Total 7981					(6,079.50)
7982 - CR 21 Improvement Project					
Bill	12/18/2013	390-1	WSB (Street Imp)	CR 21 Improvement Project	(399.00)
Bill	12/31/2013	390-2	WSB (Street Imp)	CR 21 Improvement Project	(1,912.50)
Bill	12/31/2013	3	WSB (Street Imp)	CR 21 Improvement Project	(516.00)
Total 7982					(2,827.50)
Total 7900 - Street Imp Capital Projects					
8890 - DNR Flood Imp Expense					
Bill	01/14/2013	491	Tri-County Services (Streets, Other)	Weir house demo/removal	(12,000.00)
Bill	01/31/2013	5842 2	VCI Environmental Inc	Weir House asbestos abatement & disposal	(30.00)
Bill	01/31/2013	MovingExpense	Thomas, John and Leslie	Moving expenses for John and Leslie Thomas 3579 St Croix Trail S SS#344-66-9366 Phone 95...	(3,250.00)
Bill	02/15/2013	LandPurchaseNo.3	DNR Flood Imp Project - Property Exp	Land Purchase No. 3 for DNR Flood Imp Project: Bank Counter: Withdrawal	(196,366.83)
Bill	02/28/2013	1302-01	TurnKey Appraisals, LLC	desk appraisal review - Eastwood Parcel 2, 2318 St Croix Trail S	(400.00)
Bill	02/28/2013	9080	Kelly Lindstrom	2318 St Croix Trail S, summary appraisal on Eastwood 25 acre parcel	(1,500.00)
Bill	02/28/2013	Feb2013	Centerpoint Energy (9765809-0)	Meter #N20061386960 3579 St Croix Trail S Thomas House DNR Flood Mit Grant	(41.82)
Deposit	03/13/2013	574671	Centerpoint Energy (9765809-0)	Service Link Title: refund recording fee on Weir Purchase	50.00
Bill	03/31/2013	March2013	Centerpoint Energy (9765809-0)	Meter #N20061386960 3579 St Croix Trail S Thomas House DNR Flood Mit Grant	(41.17)
Bill	03/31/2013	PropertyTaxPayable	Wash Cty (Prop Records & Taxpayer Se...	1st Half property tax, 3579 St Croix Trail S	(604.00)
Bill	03/31/2013	Property Tax	Wash Cty (Prop Records & Taxpayer Se...	3633 St Croix Trail S	(989.00)
Bill	04/22/2013	Eastwood Septic	DNR Flood Imp Project - Property Exp	Land Purchase No. 4 for DNR Flood Imp Project: Bank Counter: Withdrawal (Eastwood Septic P...	(488,821.54)
Bill	04/30/2013	469532994	Xcel Energy (51-0895345-1)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 000071246886	(11.81)
Bill	04/30/2013	April2013	Centerpoint Energy (9859256-1)	Meter #M19951077099 DNR Flood Mit Grant 2318 St Croix Trl S	(15.91)
Bill	04/30/2013	Apr2013	Centerpoint Energy (9765809-0)	Meter #N20061386960 3579 St Croix Trail S Thomas House DNR Flood Mit Grant	(23.49)
Bill	04/30/2013	323-3	WSB (DNR Flood Imp)	Hazardous Materials Review, March 2013	(4,848.50)
Bill	05/31/2013	7107 thru 043013	BRKW Appraisals, Inc.	Special Benefits Consulting, Afton downtown street, Sanitary and Levee Improvements	(1,050.00)
Bill	05/31/2013	473611853	Xcel Energy (51-0895345-1)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 000071246886	(21.41)
Bill	05/31/2013	May2013	Centerpoint Energy (9859256-1)	Meter #M19951077099 DNR Flood Mit Grant 2318 St Croix Trl S	(12.77)
Bill	05/31/2013	7107:1 thru 053113	BRKW Appraisals, Inc.	Special Benefits Consulting, Afton downtown street, Sanitary and Levee Improvements	(3,150.00)
Bill	05/31/2013	522	Tri-County Services (Streets, Other)	Weir property grade seed	(2,500.00)
Bill	06/19/2013	2318 St Crx Trl S	Wash Cty Tax Act (PO Box 200)	First half taxes due on 2318 St Croix Trl S, Village septic property ID 14.028.20.22.0001	(2,582.28)
Bill	06/19/2013	3601 St Crx Trl S	Wash Cty Tax Act (PO Box 200)	taxes on former Hartmann property at 3601 St Croix trail S, amount includes a penalty of \$22.80	(592.80)
Bill	06/27/2013	July13	Centerpoint Energy (9765809-0)	Meter #N20061386960 3579 St Croix Trail S Thomas House DNR Flood Mit Grant	(10.58)
Bill	06/27/2013	914607	Wash Cty Tax Act (PO Box 200)	2013 St Croix Trl S Village Septic Property	(2,582.28)
Bill	06/30/2013	June2013	Centerpoint Energy (9859256-1)	Meter #M19951077099 DNR Flood Mit Grant 2318 St Croix Trl S	(10.71)

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Type	Date	Num	Source Name	Memo	Amount
Bill	06/30/2013	477672647	Xcel Energy (51-0895345-1)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 000071246886	(20.93)
Bill	07/17/2013	7107.2	BRKW Appraisals, Inc.	DNR - Septic. Special Benefits Consulting, street/storm sewer, sanitary & levee improvements	(1,350.00)
Bill	07/31/2013	481909039	Xcel Energy (51-0895345-1)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 000071246886	(20.98)
Bill	07/31/2013	July2013	Centerpoint Energy (9859256-1)	Meter #M19951077099 DNR Flood Mit Grant 2318 St Croix Trl S	(10.71)
Bill	08/31/2013	Aug2013	Centerpoint Energy (9859256-1)	Meter #M19951077099 DNR Flood Mit Grant 2318 St Croix Trl S	(10.71)
Bill	08/31/2013	381411561	Xcel Energy (51-0895345-1)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 000071246886	(20.98)
Bill	09/30/2013	Sep2013	Patricia C. Hartmann	moving costs by P Hartmann related to City's purchase of Hartmann property for the levee project	(2,450.00)
Bill	09/30/2013	Sep2013	Centerpoint Energy (9859256-1)	Meter #M19951077099 DNR Flood Mit Grant 2318 St Croix Trl S	(10.71)
Bill	09/30/2013	385076924	Xcel Energy (51-0895345-1)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 000071246886	(21.11)
Bill	09/30/2013	7107.4	BRKW Appraisals, Inc.	Special Benefits Consulting, Afton downtown street, Sanitary and Levee Improvements	(600.00)
Bill	10/16/2013	5925-1	BRKW Appraisals, Inc.	Special Benefits Consulting, Afton downtown street, Sanitary and Levee Improvements	(1,275.00)
Bill	10/30/2013	388010475	VCI Environmental Inc.	Thomas House asbestos abatement, lead paint stabilization & waste disposal	(19.19)
Bill	10/31/2013	29087	Xcel Energy (Leased Property)	Final bill 3601 St Croix Trl S	(1,380.00)
Bill	10/31/2013	29087	MANTYLA WELL DRILLING	DNR Hartmann house: abandon and seal well	(9.60)
Bill	10/31/2013	388726791	Centerpoint Energy (10075035-5)	Acct No. 10075035-5 3601 St Croix Trl S Meter #M20061384533	(22.35)
Bill	10/31/2013	573	Xcel Energy (51-0895345-1)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 000071246886	(14,000.00)
Bill	10/31/2013	10282013	Tri-County Services (Streets, Other)	2 house demos	(15.90)
Bill	11/30/2013	10282013	Centerpoint Energy (9859256-1)	Meter #M19951077099 DNR Flood Mit Grant 2318 St Croix Trl S	(69.79)
Bill	11/30/2013	Oct2013	Centerpoint Energy (10076343-2)	36301 170th St - meter # M20111530045	(25.29)
Bill	11/30/2013	392382423	Xcel Energy (51-0895345-1)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 000071246886	(36.14)
Bill	11/30/2013	Nov2013	Centerpoint Energy (9859256-1)	Meter #M19951077099 DNR Flood Mit Grant 2318 St Croix Trl S	(60.00)
Bill	11/30/2013	392544693	Xcel Energy (51-0895345-1)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 000071246886	(5,800.00)
Bill	11/30/2013	5940-1	VCI Environmental Inc	Hartmann House	(125.00)
Bill	11/30/2013	5925-Ret	VCI Environmental Inc	Thomas House	(125.00)
Bill	12/10/2013	914607	Wash Cty (Prop Records & Taxpayer Se...	2013 Property Taxes: 2318 St Croix Trail S 14,028.20.22.0001	(2,677.92)
Bill	12/10/2013	914468	Wash Cty (Prop Records & Taxpayer Se...	2013 Property Taxes: 3579 St Croix Trail S 22,028.20.41.0012	(652.32)
Bill	12/10/2013	914487	Wash Cty (Prop Records & Taxpayer Se...	2013 Property Taxes: 3601 St Croix Trail S 22,028.20.41.0007	(615.60)
Bill	12/10/2013	913965	Wash Cty (Prop Records & Taxpayer Se...	2013 Property Taxes: 3633 St Croix Trail S 22,028.20.41.0006	(1,068.12)
Bill	12/31/2013	57250	Meyer Sewer Service, Inc	septic of properties purchased by City under DNR grant	(400.00)
Bill	12/31/2013	Dec2013	Centerpoint Energy (10076343-2)	36301 170th St - meter # M20111530045	(136.45)
Bill	12/31/2013	Dec2014	Centerpoint Energy (9859256-1)	Meter #M19951077099 DNR Flood Mit Grant 2318 St Croix Trl S	(69.94)
Bill	12/31/2013	396042097	Xcel Energy (51-0895345-1)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 000071246886	(20.84)
Bill	12/31/2013	Dec2013	Centerpoint Energy (10076343-2)	36301 170th St - meter # M20111530045	(210.05)
Bill	12/31/2013	7237	BRKW Appraisals, Inc.	Special Benefits Appraisal Services, Afton downtown street, Sanitary and Levee Improvements	(7,650.00)
Bill	12/31/2013	7237.1	BRKW Appraisals, Inc.	Special Benefits Appraisal Services, Afton downtown street, Sanitary and Levee Improvements	(13,350.00)
General J...	12/31/2013	VoidCheck		Void Check #18475 dated 6/27/13 Wash Cty 2013 St Croix Trl S Village Septic Property	2,582.20
Total 8891 - DNR Flood Imp - Prop Purch/Exp					(775,405.33)
8895 - DNR Flood Imp Proj - Engineer					
Bill	02/28/2013	320-15	WSB (DNR Flood Imp)	Flood Protection Improvement Project	(5,418.00)
Bill	03/31/2013	320-16	WSB (DNR Flood Imp)	Flood Protection Improvement Project, February 2013	(1,809.50)
Bill	04/30/2013	320-17	WSB (DNR Flood Imp)	Flood Protection Improvement Project, March 2013	(4,245.00)
Bill	05/31/2013	323-4	WSB (DNR Flood Imp)	Hazardous Materials Review Building Demo 2318 St Croix Trail S	(1,131.00)
Bill	05/31/2013	320-18	WSB (DNR Flood Imp)	April 2013, Flood Protection Improvement Project	(1,385.50)
Bill	06/30/2013	323-5	WSB (DNR Flood Imp)	Hazardous Materials Review Building Demo - 2318 St Croix Trail S, May2013	(1,729.50)
Bill	06/30/2013	320-19	WSB (DNR Flood Imp)	Floods Protection Improvement Project May 2013	(2,254.00)
Bill	07/31/2013	320-20	WSB (DNR Flood Imp)	Flood Protection Improvement Project	(1,018.00)

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Type	Date	Num	Source Name	Memo	Amount
Bill	08/31/2013	320-21	WSB (DNR Flood Imp)	Flood Protection Improvement Project, July 2013	(1,242.00)
Bill	09/30/2013	320-22	WSB (DNR Flood Imp)	Flood Protection Improvement Project, August 2013	(479.00)
Bill	10/31/2013	320-23	WSB (DNR Flood Imp)	Flood Protection Improvement Project	(3,950.50)
Bill	12/18/2013	323-6	WSB (DNR Flood Imp)	Hazardous Materials Review Bldg Demo - 2318 St Croix Trail S Property	(2,479.00)
Bill	12/18/2013	320-24	WSB (DNR Flood Imp)	Flood Protection Improvement Project	(5,591.00)
Bill	12/31/2013	320-25	WSB (DNR Flood Imp)	Flood Protection Improvement Project	(1,849.50)
Bill	12/31/2013	323-7	WSB (DNR Flood Imp)	Hazardous Materials Review Building Demo - 2318 St Croix Trail S. Property	(199.50)
Total 8895 - DNR Flood Imp Proj - Engineer					
8896 - Sanitary Sewer Improvements					
Bill	04/30/2013	324-1	WSB (DNR Flood Imp)	SSTS Abatement BWSR Grant, March 2013	(8,783.00)
Bill	05/31/2013	324-2	WSB (DNR Flood Imp)	SSTS Abatement BWSR Grant, April 2013	(1,383.00)
Bill	06/30/2013	1302420	Wenck Associates Inc.	Environmental Information Worksheet - DNR Septic	(5,556.80)
Bill	06/30/2013	324-3	WSB (DNR Flood Imp)	SSTS Abatement BWSR Grant May 2013	(3,891.50)
Bill	06/30/2013	1302643	Wenck Associates Inc.	Preliminary engineering Project 2656-03	(3,791.70)
Bill	07/31/2013	324-4	WSB (DNR Flood Imp)	SSTS Abatement BWSR Grant, DNR Village Septic	(2,743.50)
Bill	07/31/2013	1302957	Wenck Associates Inc.	Environmental Information Worksheet Project 2656-02	(5,405.86)
Bill	08/29/2013	1301834	Wenck Associates Inc.	Environmental Information Worksheet Project 2656-02	(3,703.38)
Bill	08/31/2013	324-5	WSB (DNR Flood Imp)	Sanitary Sewer Abatement, July 2013	(2,759.50)
Bill	10/31/2013	324-6	WSB (DNR Flood Imp)	Local Collection & Treatment System	(332.50)
Bill	10/31/2013	1304816	Wenck Associates Inc.	Project 2656-02 Village Septic	(7,995.53)
Bill	11/30/2013	1305391	Wenck Associates Inc.	Project 2656-03 field investigation & hydrological study	(15,260.17)
Bill	12/31/2013	1306064	Wenck Associates Inc.	Village Septic - Field investigation and hydrogeologic study	(10,764.68)
Bill	12/31/2013	1306174	Wenck Associates Inc.	Project 2656-04 Wastewater System Engineering, DNR-Septic	(8,571.45)
Bill	12/31/2013	410-1	WSB (DNR Flood Imp)	Sanitary Sewer Improvements	(2,448.00)
Bill	12/31/2013	410-2	WSB (DNR Flood Imp)	Sanitary Sewer Improvements	(3,920.50)
Total 8896 - Sanitary Sewer Improvements					
8898 - Flood Mitigation/ROW Serv					
Bill	02/28/2013	321-10	WSB (Flood ROW Mitigation)	flood mitigation project right of way services	(1,117.25)
Bill	03/31/2013	321-11	WSB (Flood ROW Mitigation)	flood mitigation project right of way services February 2013	(1,662.25)
Bill	04/30/2013	321-12	WSB (Flood ROW Mitigation)	flood mitigation project right of way services March 2013	(1,646.00)
Bill	09/30/2013	321-13	WSB (Flood ROW Mitigation)	flood mitigation project right of way services August 2013	(54.50)
Total 8898 - Flood Mitigation/ROW Serv					
8899 - Village Improvements					
Bill	02/28/2013	325-1	WSB (City Engineer)	Village Improvements Feasibility Report	(3,890.00)
Bill	03/31/2013	325-2	WSB (Village Imp Feas Rpt)	Village Improvements Feasibility Report, February 2013	(7,298.00)
Bill	04/30/2013	325-3	WSB (Village Imp Feas Rpt)	Village Improvements Feasibility Report, March 2013	(4,728.00)
Bill	05/31/2013	325-4	WSB (Village Imp Feas Rpt)	Village Improvements Feasibility Report, April 2013	(4,958.00)
Bill	06/30/2013	325-5	WSB (DNR Flood Imp)	Village Improvements Feasibility Report	(2,267.50)
Bill	07/31/2013	325-6	WSB (DNR Flood Imp)	Village Improvements Feasibility Report, June 2013, DNR Village Septic	(1,841.50)
Bill	08/31/2013	325-7	WSB (Village Imp Feas Rpt)	Village Improvements Feasibility Report, July 2013	(1,959.00)
Bill	09/30/2013	325-8	WSB (DNR Flood Imp)	Village Improvements Feasibility Report, August 2013	(1,317.00)
Bill	10/31/2013	325-9	WSB (Village Imp Feas Rpt)	Village Improvements Feasibility Report, July 2013	(3,043.00)
Bill	12/18/2013	325-10	WSB (Village Imp Feas Rpt)	Village Improvements Feasibility Report	(817.00)

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Type	Date	Num	Source Name	Memo	Amount
Bill	12/31/2013	325-11	WSB (Village Imp Feas Rpt)	Village Improvements Feasibility Report	(747.50)
Bill	12/31/2013	325-12	WSB (Village Imp Feas Rpt)	Village Improvements Feasibility Report Dec 2013	(646.50)
Total 8899 - Village Improvements					(33,513.00)
Total 8890 - DNR Flood Imp Expense					(935,490.40)
TOTAL					8,849.20

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Type	Date	Num	Source Name	Memo	Amount
4871 - Rental Inc - Flood Levee Prop					
Deposit	08/30/2012	4392		John and Leslie Thomas: Sep12 rent 3579 St Croix Trl	200.00
Deposit	10/09/2012	4406		John and Leslie Thomas oct rent	200.00
Deposit	11/15/2012	4592		Leslie Thomas: Nov12 rent	200.00
Deposit	11/15/2012	1035		W. Michael Snyder: Boiler in Weir house	50.00
Deposit	12/17/2012	4600		Dec12 rent: Thomas	200.00
Total 4871 - Rental Inc - Flood Levee Prop					850.00
4894 - MnDNR Grant - Other					
Deposit	06/26/2012	FM00056122		DNR OMB: FHMG INV #1, 2, 3, 4 and 1 2012 FDR levee Project (Total \$500,000 approved)	9,247.38
Total 4894 - MnDNR Grant - Other					9,247.38
4895 - MnDNR Grant- Land Purchase					
Deposit	08/23/2012	FM00074107		DNR OMB: 2012 FDR levee Project Reimburse 90% Land Purchase #1	150,700.11
Deposit	09/30/2012	FM00083008		DNR OMB: 2012 FDR levee Project Land Purchase #2 & other expenses	200,973.59
Total 4895 - MnDNR Grant- Land Purchase					351,673.70
4896 - Flood Levy Imp Proj - Tax Levy					
Deposit	06/30/2012			Wash Cty Tax Settlement 7/3/12: Collected 1/1/12 thru 5/31/12	47,500.00
Deposit	11/30/2012			Wash Cty Tax Settlement 12/3/12: Collected 6/1/12 thru 10/31/12	47,500.00
Total 4896 - Flood Levy Imp Proj - Tax Levy					95,000.00
4917 - Interest Inc - Disaster Fd					
General J...	08/31/2012	interest		Interest Income	0.06
General J...	09/30/2012	interest		Interest Income	0.30
General J...	10/31/2012	interest		Interest Income	0.46
General J...	11/30/2012	interest		Interest Income	1.15
General J...	12/31/2012	interest		Interest Income	0.07
Total 4917 - Interest Inc - Disaster Fd					2.04

Total 4917 - Interest Inc - Disaster Fd					
8890 - DNR Flood Imp Expense					
Bill	06/19/2012	May2012	Thomas, John and Leslie	Reimb for Property Appraisal: John and Leslie Thomas 3579 St Croix Trail S	(500.00)
Bill	07/30/2012	AftonProject	Partners Title LLC	Title charges, abstracting: 36 parcels @ \$90 Property purchase re. Flood Levee Improvement Pro...	(3,240.00)
Bill	07/30/2012	LandPurchase073012	DNR Flood Imp Project - Property Exp	Land Purchase #1 for DNR Flood Imp Project: Bank Counter Withdrawal	(167,451.57)
Bill	09/01/2012	LandPurchaseNo.2	DNR Flood Imp Project - Property Exp	Land Purchase No. 2 for DNR Flood Imp Project: Bank Counter Withdrawal	(193,999.14)
Bill	11/30/2012	5842 120312	VCI Environmental Inc	Weir House asbestos abatement & disposal	(570.00)
Bill	11/30/2012	Application	Wash Cty (Public Health)	Weir House septic removal	(117.00)
Bill	12/31/2012	323-1 Nov12	WSB (DNR Flood Imp)	Hazardous Materials Review, Weir House / DNR grant	(2,999.50)
Bill	12/31/2012	4419	Carlson Well Drilling, Inc.	86", 4" screened well sealed @ 3633 Sy Croix Trail S, Weir House	(910.00)
General J...	12/31/2012	InterestCF	800 City InfraStructure Imp Fd:B. Exp:8...	Interest on Cash Flow Transfer from Special Reserve re. DNR Land Purchases	(185.73)
Total 8891 - DNR Flood Imp - Prop Purch/Exp					(369,972.94)
8895 - DNR Flood Imp Proj - Engineer					

City of Afton
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Type	Date	Num	Source Name	Memo	Amount
Bill	02/29/2012	3-320 Jan12	WSB (DNR Flood Imp)	DNR Grant, Flood Protection Improvement Project Jan 2012	(5,706.25)
Bill	03/31/2012	320-4 Feb12	WSB (DNR Flood Imp)	DNR Grant, Flood Protection Improvement Project	(5,152.50)
Bill	04/30/2012	320-5 Mar12	WSB (DNR Flood Imp)	DNR Grant, Flood Protection Improvement Project	(2,076.00)
Bill	05/31/2012	320-6	WSB (DNR Flood Imp)	Flood Protection Improvement Project	(2,379.00)
Bill	06/30/2012	54876	American Engineering Testing, Inc.	Levee certification project no. 01-05376: geotechnical services through 6/3/12	(12,228.00)
Bill	07/31/2012	320-7 May2012	WSB (DNR Flood Imp)	Flood Protection Improvement Project	(605.00)
Bill	08/31/2012	320-9 Jul12	WSB (DNR Flood Imp)	Flood Protection Improvement Project	(3,088.00)
Bill	08/31/2012	320-8 Jun12	WSB (DNR Flood Imp)	Flood Protection Improvement Project	(1,943.86)
Bill	08/31/2012	320-8 Jun12	American Engineering Testing, Inc.	Levee Certification proj 01-05376: Geotechnical services from 6/4/12 thru 8/12/12	(3,450.00)
Bill	09/30/2012	55610	WSB (DNR Flood Imp)	Flood Protection Improvement Project, Aug 2012	(1,488.50)
Bill	10/31/2012	320-10	WSB (DNR Flood Imp)	Flood Protection Improvement Project, Sept 2012	(4,408.00)
Bill	10/31/2012	320-11	WSB (DNR Flood Imp)	Levee Certification DNR grant	(504.00)
Bill	10/31/2012	56231	American Engineering Testing, Inc.	remove trees at Steamboar Park, chip stumps	(1,480.22)
Bill	10/31/2012	76632	St. Croix Tree Service	Flood Protection Improvement Project	(2,975.50)
Bill	11/30/2012	320-12 Oct12	WSB (DNR Flood Imp)	Flood Protection Improvement Project	(4,597.00)
Bill	12/31/2012	320-13 Nov12	WSB (DNR Flood Imp)	Flood Protection Improvement Project	(3,782.50)
Bill	12/31/2012	320-14	WSB (DNR Flood Imp)	Flood Protection Improvement Project	(408.00)
Bill	12/31/2012	323-2	WSB (DNR Flood Imp)	Hazardous materials review, Weir House - Flood Mit Grant	(56,272.33)
Total 8895 · DNR Flood Imp Proj - Engineer					(395.00)
8896 · Sanitary Sewer Improvements					(395.00)
Bill	12/31/2012	330-11 Nov12	WSB (City Engineer)	sanitary waste: for DNR Pub info mtg 12/18/12	
Total 8896 · Sanitary Sewer Improvements					
8898 · Flood Mitigation/ROW Serv					(2,871.00)
Bill	07/31/2012	322-2 May2012	WSB (Flood ROW Mitigation)	flood hazard mitigation O & E's	(1,123.50)
Bill	08/31/2012	321-5 Jul12	WSB (Flood ROW Mitigation)	flood hazard mitigation O & E's	(1,230.50)
Bill	08/31/2012	322-3 Jun12	WSB (Flood ROW Mitigation)	flood hazard mitigation O & E's	(847.00)
Bill	08/31/2012	321-4 Jun12	WSB (Flood ROW Mitigation)	flood mitigation project right of way services	(1,498.00)
Bill	09/30/2012	321-6	WSB (Flood ROW Mitigation)	flood mitigation project right of way services, Aug 2012	(339.00)
Bill	10/31/2012	321-7	WSB (Flood ROW Mitigation)	flood mitigation project right of way services, Sept 2012	(668.75)
Bill	12/31/2012	321-8 Nov12	WSB (Flood ROW Mitigation)	flood mitigation project right of way services, Nov 2012	(1,177.00)
Bill	12/31/2012	321-9	WSB (Flood ROW Mitigation)	flood mitigation project right of way services	(9,754.75)
Total 8898 · Flood Mitigation/ROW Serv					(436,395.02)
Total 8890 · DNR Flood Imp Expense					(360.00)
8991 · HGMP Flood Plain Restoraton Exp					(360.00)
Bill	12/27/2012	31499	Pinky's Sewer Service Inc.	pumped system at 3633 St Croix Tr, Weir House	
Total 8991 · HGMP Flood Plain Restoraton Exp					20,018.10
TOTAL					

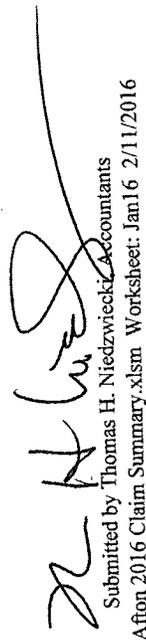
02/09/16

City of Afton
City Infra-Structure Imp Projects - Detail by Account
January through December 2011

Type	Date	Num	Source Name	Memo	Amount
8890 · DNR Flood Imp Expense					
8895 · DNR Flood Imp Proj - Engineer					
Bill	12/31/2011	320-1 Nov11	WSB (DNR Flood Imp)	Flood Protection Improvement Project - DNR	(3,731.00)
Bill	12/31/2011	320-2 Dec11	WSB (DNR Flood Imp)	DNR Grant, Flood Protection Improvement Project	(2,942.00)
Total 8895 · DNR Flood Imp Proj - Engineer					(6,673.00)
Total 8890 · DNR Flood Imp Expense					(6,673.00)
TOTAL					(6,673.00)

City of Afion
Claims to be Approved
January 20, 2016 thru February 16, 2016

Checks Numbered		Description	To Be Approved
From	To		
20398		Check(s) from Administrator stock: Newsletter Postage	\$189.21
20834	20838	1/31/16 Staff Payroll & Dues	\$5,251.95
20839	20858	Routine Vendor Bills + February Council Payroll	\$5,904.86
20859	20860	Replacement check to Fire District re Sign + One Applicant Refund (also a replacement check)	\$2,904.51
20861		Washington County Sheriff: 2nd half 2015 Police Services	\$85,224.95
20862	20873	Significant Vendor & Other Bills	\$75,105.39
20874	20891	More Routine Vendor Bills	\$3,876.11
20892	20893	More Significant Vendor & Other Bills	\$7,944.00
20894	20900	2/15/16 Staff Payroll & Expense Reimbursement	\$6,063.88
EFT Payments PERA, MN Withholding, Federal Withholding/Payroll Taxes, Building Surcharges			\$5,318.98
Claims to be approved at 2/16/16 meeting			\$197,783.84


 Submitted by Thomas H. Niedzwiecki, Accountants
 File: Afion 2016 Claim Summary.xlsx Worksheet: Jan16 2/11/2016

City of Afton
Claims to be Approved
January 20 through February 16, 2016

02/11/16

Type	Date	Num	Name	Memo	Account	Original Amount
Bill Pmt -C...	01/31/2016	20398	Postmaster		100 - 4M Fund/US Bank - General F...	(189.21)
Bill	01/31/2016	012716	100 Gen'l Fd:B. Exp:B01 G & A.B1.4 Oth Exp:5560 Newsletter	Feb Newsletter	5560 - Newsletter Expenses	189.21
TOTAL						189.21
Bill Pmt -C...	01/20/2016	20834	MCMA	MCMA Dues for Ron Moorse	100 - 4M Fund/US Bank - General F...	(106.00)
Bill	01/19/2016	MCMAdues...	100 Gen'l Fd:B. Exp:B01 G & A.B1.4 Oth Exp:5585 Seminars & Educat...	Membership renewal for Ron Moorse, May 1.2015 to April 30 2...	5585 - Seminars & Education	106.00
TOTAL						106.00
Paycheck	01/28/2016	20835	Mende, Debra J		100 - 4M Fund/US Bank - General F...	(464.78)
			100 Gen'l Fd:B. Exp:B01 G & A.B1.1 Wages & Benefits:5007 Intern/Of...		5007 - Intern/Office Assistant Wages	574.00
			100 Gen'l Fd:B. Exp:B01 G & A.B1.1 Wages & Benefits:5007 Intern/Of...		2302 - PERA Contribution - Employer	(37.31)
			100 Gen'l Fd:B. Exp:B01 G & A.B1.1 Wages & Benefits:5007 Intern/Of...		5053 - PERA Contribution - Employer	43.05
			100 Gen'l Fd:B. Exp:B01 G & A.B1.1 Wages & Benefits:5007 Intern/Of...		2302 - PERA Payable - Staff	(43.05)
			100 Gen'l Fd:B. Exp:B01 G & A.B1.1 Wages & Benefits:5007 Intern/Of...		2210 - Federal Withholding	(18.00)
			100 Gen'l Fd:B. Exp:B01 G & A.B1.1 Wages & Benefits:5007 Intern/Of...		5051 - Social Security Tax - Employer	35.59
			100 Gen'l Fd:B. Exp:B01 G & A.B1.1 Wages & Benefits:5007 Intern/Of...		2205 - Soc Sec Payable - Employer	(35.59)
			100 Gen'l Fd:B. Exp:B01 G & A.B1.1 Wages & Benefits:5007 Intern/Of...		2204 - Social Security W/H - Employee	(35.59)
			100 Gen'l Fd:B. Exp:B01 G & A.B1.1 Wages & Benefits:5007 Intern/Of...		5052 - Medicare Tax - Employer	8.32
			100 Gen'l Fd:B. Exp:B01 G & A.B1.1 Wages & Benefits:5007 Intern/Of...		2213 - Medicare Payable - Employer	(8.32)
			100 Gen'l Fd:B. Exp:B01 G & A.B1.1 Wages & Benefits:5007 Intern/Of...		2212 - Medicare W/H - Employee	(8.32)
			100 Gen'l Fd:B. Exp:B01 G & A.B1.1 Wages & Benefits:5007 Intern/Of...		2208 - MN State Withholding	(10.00)
TOTAL						464.78
Paycheck	01/28/2016	20836	Moorse, Ronald J		100 - 4M Fund/US Bank - General F...	(3,269.08)
			100 Gen'l Fd:B. Exp:B01 G & A.B1.1 Wages & Benefits:5004 Administ...		5004 - Administrator Salary	3,672.92
			100 Gen'l Fd:B. Exp:B01 G & A.B1.1 Wages & Benefits:5004 Administ...		5053 - PERA Contribution - Employer	275.47
			100 Gen'l Fd:B. Exp:B01 G & A.B1.1 Wages & Benefits:5004 Administ...		2302 - PERA Payable - Staff	(275.47)
			100 Gen'l Fd:B. Exp:B01 G & A.B1.1 Wages & Benefits:5004 Administ...		2302 - PERA Payable - Staff	(238.74)
			100 Gen'l Fd:B. Exp:B01 G & A.B1.1 Wages & Benefits:5004 Administ...		5037 - Flexible Benefits	1,100.00
			100 Gen'l Fd:B. Exp:B01 G & A.B1.1 Wages & Benefits:5004 Administ...		5018 - Insurance Benefits	26.90
			100 Gen'l Fd:B. Exp:B01 G & A.B1.1 Wages & Benefits:5004 Administ...		2325 - Madison Life ST & LT Disability	(26.90)
			100 Gen'l Fd:B. Exp:B01 G & A.B1.1 Wages & Benefits:5004 Administ...		2325 - Madison Life ST & LT Disability	(100.98)
			100 Gen'l Fd:B. Exp:B01 G & A.B1.1 Wages & Benefits:5004 Administ...		2210 - Federal Withholding	(566.00)
			100 Gen'l Fd:B. Exp:B01 G & A.B1.1 Wages & Benefits:5004 Administ...		5051 - Social Security Tax - Employer	295.92
			100 Gen'l Fd:B. Exp:B01 G & A.B1.1 Wages & Benefits:5004 Administ...		2205 - Soc Sec Payable - Employer	(295.92)
			100 Gen'l Fd:B. Exp:B01 G & A.B1.1 Wages & Benefits:5004 Administ...		2204 - Social Security W/H - Employee	(295.92)
			100 Gen'l Fd:B. Exp:B01 G & A.B1.1 Wages & Benefits:5004 Administ...		5052 - Medicare Tax - Employer	69.20
			100 Gen'l Fd:B. Exp:B01 G & A.B1.1 Wages & Benefits:5004 Administ...		2213 - Medicare Payable - Employer	(69.20)
			100 Gen'l Fd:B. Exp:B01 G & A.B1.1 Wages & Benefits:5004 Administ...		2212 - Medicare W/H - Employee	(69.20)
			100 Gen'l Fd:B. Exp:B01 G & A.B1.1 Wages & Benefits:5004 Administ...		2208 - MN State Withholding	(233.00)
TOTAL						3,269.08

TOTAL

100 - 4M Fund/US Bank - General F... (1,257.31)

Paycheck 01/28/2016 20837 Swanson Linner, Kimberly J

City of Afton
Claims to be Approved
 January 20 through February 16, 2016

02/11/16

Type	Date	Num	Name	Memo	Account	Original Amount
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		5008 · Office Manager Wages	1,613.64
					2302 · PERA Payable - Staff	(104.89)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		5053 · PERA Contribution - Employer	121.02
					2302 · PERA Payable - Staff	(121.02)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		5018 · Insurance Benefits	26.90
					2325 · Madison Life ST & LT Disability	(26.90)
					2210 · Federal Withholding	(84.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		5051 · Social Security Tax - Employer	100.04
					2205 · Soc Sec Payable - Employer	(100.04)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5006 Deputy ...		2204 · Social Security W/H - Employee	(100.04)
					5052 · Medicare Tax - Employer	23.40
					2213 · Medicare Payable - Employer	(23.40)
					2212 · Medicare W/H - Employee	(23.40)
					2208 · MN State Withholding	(44.00)
						1,257.31
TOTAL						(154.78)
Liability C...	01/28/2016	20838	Madison National Life		100 · 4M Fund/US Bank - General F...	100.98
				1038150000000000	2325 · Madison Life ST & LT Disability	53.80
				1038150000000000	2325 · Madison Life ST & LT Disability	154.78
TOTAL						(401.49)
Bill Pmt -C...	01/28/2016	20839	Centerpoint Energy (8000015314-0)	Acct No. 8000015314-0	100 · 4M Fund/US Bank - General F...	69.79
Bill	12/31/2015	11/25/15 12/...	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6010 Gas Heat	6010 5280051 3175 St. Croix Th S Meter #M19810528546	6010 · Gas Heat	98.89
			100 Gen'l Fd:B. Exp:B03 Strs, Rehab & Pub Wks:B3.1 Streets:5855 Ca...	5855 5297140 3033 St. Croix Th S Meter #M19981171295	5855 · Gas Lamps - Operating Costs	114.80
			100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6010 Gas Heat	6010 5279993 3033 St. Croix Th S Meter #M19981172549	6010 · Gas Heat	118.01
			100 Gen'l Fd:B. Exp:B03 Strs, Rehab & Pub Wks:B3.1 Streets:5855 Ca...	5855 5297143 3033 St. Croix Th S Meter #M19981171296	5855 · Gas Lamps - Operating Costs	401.49
TOTAL						(195.94)
Bill Pmt -C...	01/28/2016	20840	Frontier Ag & Turf	Acct No. AFTON002	100 · 4M Fund/US Bank - General F...	195.94
Bill	12/31/2015	W45769	100 Gen'l Fd:B. Exp:B03 Strs, Rehab & Pub Wks:B3.3 Oth Pub Wks:5...	Snow blower repair	5920 · Repair & Maint Equipment	195.94
TOTAL						(42.77)
Bill Pmt -C...	01/28/2016	20841	Innovative Office Solutions LLC	customer # V105001	100 · 4M Fund/US Bank - General F...	42.77
Bill	12/31/2015	1014251	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5540 Office Supplies	Towel, MLTIELD	5540 · Office Supplies	42.77
TOTAL						(290.00)
Bill Pmt -C...	01/28/2016	20842	River Valley Printing	Cust No. 1483	100 · 4M Fund/US Bank - General F...	290.00
Bill	12/31/2015	5213	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5560 Newsletter	1250 4-pg newsletters	5560 · Newsletter Expenses	290.00
TOTAL						

City of Afton
Claims to be Approved
January 20 through February 16, 2016

02/11/16

Type	Date	Num	Name	Memo	Account	Original Amount
Bill Pmt -C...	01/28/2016	20843	Wash Cty (Rd & Bridge)(Trans & Phys Dev)	Account No. 20490	100 - 4M Fund/US Bank - General F...	(2,186.43)
Bill	12/31/2015	82556	100 Gen'l Fd.B. Exp:B03 Strs, Rehab & Pub Wks:B3.1 Streets:5830 St...	snow & ice control, sand and salt 12/7/15	5830 · Snow & Ice Control	2,186.43
TOTAL						2,186.43
Bill Pmt -C...	01/28/2016	20844	Comcast (8772 10 572 0001508)	Account # 8772 10 572 0001508	100 - 4M Fund/US Bank - General F...	(199.55)
Bill	01/27/2016	Jan2016	100 Gen'l Fd.B. Exp:B01 G & A.B1.4 Oth Exp:5510 Computer Serv/Sof...	High Speed Internet	5510 · Computer Service/Software	34.90
			100 Gen'l Fd.B. Exp:B01 G & A.B1.4 Oth Exp:5565 Telephone	Digital Voice	5565 · Telephone	164.65
TOTAL						199.55
Bill Pmt -C...	01/28/2016	20845	Gopher State One Call	Acct No. MN00128	100 - 4M Fund/US Bank - General F...	(100.00)
Bill	01/27/2016	6000140	100 Gen'l Fd.B. Exp:B03 Strs, Rehab & Pub Wks:B3.1 Streets:5870 Ch...	Callroom1 FTP Tickets, 2016 Annual Facility Operator Fee	5870 · Other Road Maintenance	100.00
TOTAL						100.00
Bill Pmt -C...	01/28/2016	20846	Innovative Office Solutions LLC	customer # V105001	100 - 4M Fund/US Bank - General F...	(27.46)
Bill	01/27/2016	1051796	100 Gen'l Fd.B. Exp:B01 G & A.B1.4 Oth Exp:5540 Office Supplies	Lid, Dome	5540 · Office Supplies	27.46
TOTAL						27.46
Bill Pmt -C...	01/28/2016	20847	Menards - Hudson	Account No. 30890280	100 - 4M Fund/US Bank - General F...	(22.40)
Bill	01/27/2016	8372	100 Gen'l Fd.B. Exp:B04 Bldgs & Land:6030 Misc Expense	ice melt 20 #	6030 · Misc Exp - Bldg & Land	22.40
TOTAL						22.40
Bill Pmt -C...	01/28/2016	20848	Pinney Bowes (8000-9090-0626-5198)	8000-9000-0232-7223 cust ID 15296006883	100 - 4M Fund/US Bank - General F...	(500.00)
Bill	01/27/2016	Jan2016	100 Gen'l Fd.B. Exp:B01 G & A.B1.4 Oth Exp:5550 Postage	Postage by phone number 30976419, Postage meter P700, Serial ...	5550 · Postage	500.00
TOTAL						500.00
Bill Pmt -C...	01/28/2016	20849	Security Response Services Inc	account number 120857	100 - 4M Fund/US Bank - General F...	(86.85)
Bill	01/27/2016	1108377	100 Gen'l Fd.B. Exp:B01 G & A.B1.4 Oth Exp:5510 Computer Serv/Sof...	Base Alarm Monitoring-867270	5510 · Computer Service/Software	86.85
TOTAL						86.85
Bill Pmt -C...	01/28/2016	20850	Stensland, Duane (Maintenance)	Maintenance Services	100 - 4M Fund/US Bank - General F...	(223.21)
Bill	01/27/2016	Jan2016	100 Gen'l Fd.B. Exp:B04 Bldgs & Land:6040 Repairs & Maintenance	Maintenance Services 17.0 hrs @ \$13.13	6040 · City Property Maintenance	223.21
TOTAL						223.21
Bill Pmt -C...	01/28/2016	20851	Wash Cty (Prop Records & Taxpayer Serv)	account # 20490	100 - 4M Fund/US Bank - General F...	(340.72)

City of Afton
Claims to be Approved
January 20 through February 16, 2016

02/11/16

Type	Date	Num	Name	Memo	Account	Original Amount
Bill	01/27/2016	82762	100 Gen'l Fd.B. Exp:B01 G & A:B1.4 Oth Exp:5555 Publishing & Printing	2016 Truth in Taxation	5555 · Publishing & Printing	340.72
TOTAL						340.72
Bill Pmt -C...	01/28/2016	20852	Wash Cty (Sheriff)	Acct No. 20490	100 · 4M Fund/US Bank - General F...	(226.83)
Bill	01/27/2016	82801	100 Gen'l Fd.B. Exp:B02 Public Safety & Health:B2.1 Public Safety:563...	2016 Annual CodeRED	5635 · Police Services	226.83
TOTAL						226.83
Bill Pmt -C...	01/28/2016	20853	Xcel Energy (51-6852605-2)	Acct #51-6852605-2 Install No. 184509 & 184508	100 · 4M Fund/US Bank - General F...	(32.16)
Bill	01/27/2016	485760314	100 Gen'l Fd.B. Exp:B04 Bldgs & Land:6020 Electricity - Xcel Energy	Automatic Protective Light Service Install No. 184509 & 184508	6020 · Electricity	32.16
TOTAL						32.16
Paycheck	02/16/2016	20854	Bend, Richard H		100 · 4M Fund/US Bank - General F...	(280.65)
			100 Gen'l Fd.B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5002 · Mayor & Council Wages	300.00
			100 Gen'l Fd.B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		2303 · PERA Payable - Council	(15.00)
			100 Gen'l Fd.B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5053 · PERA Contribution - Employer	15.00
			100 Gen'l Fd.B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		2303 · PERA Payable - Council	(15.00)
			100 Gen'l Fd.B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5052 · Medicare Tax - Employer	4.35
			100 Gen'l Fd.B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		2213 · Medicare Payable - Employer	(4.35)
			100 Gen'l Fd.B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		2212 · Medicare W/H - Employee	(4.35)
TOTAL						280.65
Paycheck	02/16/2016	20855	Nelson, Randall P		100 · 4M Fund/US Bank - General F...	(187.10)
			100 Gen'l Fd.B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5002 · Mayor & Council Wages	200.00
			100 Gen'l Fd.B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		2303 · PERA Payable - Council	(10.00)
			100 Gen'l Fd.B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5053 · PERA Contribution - Employer	10.00
			100 Gen'l Fd.B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		2303 · PERA Payable - Council	(10.00)
			100 Gen'l Fd.B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5052 · Medicare Tax - Employer	2.90
			100 Gen'l Fd.B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		2213 · Medicare Payable - Employer	(2.90)
			100 Gen'l Fd.B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		2212 · Medicare W/H - Employee	(2.90)
TOTAL						187.10
Paycheck	02/16/2016	20856	Palmquist, William B		100 · 4M Fund/US Bank - General F...	(187.10)
			100 Gen'l Fd.B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5002 · Mayor & Council Wages	200.00
			100 Gen'l Fd.B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		2303 · PERA Payable - Council	(10.00)
			100 Gen'l Fd.B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5053 · PERA Contribution - Employer	10.00
			100 Gen'l Fd.B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		2303 · PERA Payable - Council	(10.00)
			100 Gen'l Fd.B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5052 · Medicare Tax - Employer	2.90
			100 Gen'l Fd.B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		2213 · Medicare Payable - Employer	(2.90)
			100 Gen'l Fd.B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		2212 · Medicare W/H - Employee	(2.90)

City of Afton
Claims to be Approved
January 20 through February 16, 2016

Type	Date	Num	Name	Memo	Account	Original Amount
TOTAL						187.10
Paycheck	02/16/2016	20857	Richter, Joseph J		100 - 4M Fund/US Bank - General F...	(187.10)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5002 - Mayor & Council Wages	200.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		2303 - PERA Payable - Council	(10.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5053 - PERA Contribution - Employer	10.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		2303 - PERA Payable - Council	(10.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5052 - Medicare Tax - Employer	2.90
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		2213 - Medicare Payable - Employer	(2.90)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		2212 - Medicare W/H - Employee	(2.90)
TOTAL						187.10
Paycheck	02/16/2016	20858	Ross, Stanley A		100 - 4M Fund/US Bank - General F...	(187.10)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5002 - Mayor & Council Wages	200.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		2303 - PERA Payable - Council	(10.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5053 - PERA Contribution - Employer	10.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		2303 - PERA Payable - Council	(10.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		5052 - Medicare Tax - Employer	2.90
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		2213 - Medicare Payable - Employer	(2.90)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor &...		2212 - Medicare W/H - Employee	(2.90)
TOTAL						187.10
Bill Pmt-C...	02/16/2016	20859	LSCV Fire Protection District	Fire Protection Services	100 - 4M Fund/US Bank - General F...	(1,404.51)
Bill	12/31/2015	CommSign2...	550 Special Activities Fund:B. Cable Comm/July 4th/Comm Garden:556...	Replace Void Check No. 20538 LSCVFD re Community Sign (P...	5561 - Communications	1,404.51
TOTAL						1,404.51
Bill Pmt-C...	02/16/2016	20860	MacTavish, Ian	Refund Driveway Escrow Z27-13	100 - 4M Fund/US Bank - General F...	(1,500.00)
Bill	12/31/2015	Refund Z13-...		Refund Driveway Escrow Z27-13	1180 - Fees, Permits & Lic Receivable	1,500.00
TOTAL						1,500.00
Bill Pmt-C...	02/16/2016	20861	Wash Cty (Sheriff)	Acct No. 20490	100 - 4M Fund/US Bank - General F...	(85,224.95)
Bill	12/31/2015	82584	100 Gen'l Fd:B. Exp:B02 Public Safety & Health:B2.1 Public Safety:563...	2nd Half 2015 Police Services	5635 - Police Services	85,224.95
TOTAL						85,224.95
Bill Pmt-C...	02/16/2016	20862	WSB (City Engineer)	01856	100 - 4M Fund/US Bank - General F...	(1,154.00)
Bill	12/31/2015	12	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5310 Engineering Fees	2015 City Engineer	5310 - Engineering Fees	1,154.00
TOTAL						1,154.00
Bill Pmt-C...	02/16/2016	20863	WSB (DNR Flood Imp)	Project No. 01856	100 - 4M Fund/US Bank - General F...	(8,900.75)

City of Afton
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Type	Date	Num	Name	Memo	Account	Original Amount
Bill	12/31/2015	48	800 City Infrastructure Imp Fd.B. Exp:8895 DNR Flood Imp Proj - Engi...	Flood protection improvement project	8895 - DNR Flood Imp Proj - Engineer	8,900.75
TOTAL						8,900.75
Bill Pmt -C...	02/16/2016	20864	WSB (Flood ROW Mitigation)	project #01856	100 - 4M Fund/US Bank - General F...	(871.00)
Bill	12/31/2015	28	800 City Infrastructure Imp Fd.B. Exp:8898 Flood Mitigation/ROW Serv	flood mitigation project right of way services	8898 - Flood Mitigation/ROW Serv	871.00
TOTAL						871.00
Bill Pmt -C...	02/16/2016	20865	WSB (Sanitary Sewer Imp)	Project 01856-410	100 - 4M Fund/US Bank - General F...	(12,485.00)
Bill	12/31/2015	25	800 City Infrastructure Imp Fd.B. Exp:8896 Sanitary Sewer Imp	Sanitary Sewer Improvements	8896 - Sanitary Sewer Improvements	12,485.00
TOTAL						12,485.00
Bill Pmt -C...	02/16/2016	20866	WSB (Village Local Road Imp)	Project 01856-400	100 - 4M Fund/US Bank - General F...	(19,602.50)
Bill	12/31/2015	26	120 Street Imp Capital Fd.B. Exp:7981 Village Local Rd Imp	Village Local Road Improvements	7981 - Village Local Road Improve...	19,602.50
TOTAL						19,602.50
Bill Pmt -C...	02/16/2016	20867	Afton Parade Committee	APC 1st half 2016 parade payment	100 - 4M Fund/US Bank - General F...	(1,750.00)
Bill	01/31/2016	1st Half 201...	100 Gen'l Fd.B. Exp:B05 Parks & Recreation:6105 4th of July Celebration		6105 - 4th of July Celebration	1,750.00
TOTAL						1,750.00
Bill Pmt -C...	02/16/2016	20868	Holstad & Knaak, PLC	Legal Services	100 - 4M Fund/US Bank - General F...	(4,468.75)
Bill	01/31/2016	012616	100 Gen'l Fd.B. Exp:B01 G & A:B1.2 Prof Serv:5321 General - Legal F... 100 Gen'l Fd.B. Exp:B01 G & A:B1.2 Prof Serv:5320 Prosecution - Leg... 800 City Infrastructure Imp Fd.B. Exp:8894 Septic Permits, Fees, Admin	Civil / General Criminal Condemnation litigation: Downtown Imp Projects	5321 - Legal Fees - General 5320 - Legal Fees - Prosecution 8894 - Septic Permits, Fees, Admin	1,935.00 2,065.00 468.75
TOTAL						4,468.75
Bill Pmt -C...	02/16/2016	20869	Niedzwiecki, Thomas H.	Accounting Services	100 - 4M Fund/US Bank - General F...	(1,239.00)
Bill	01/31/2016	Acct:Jan2016	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 100 Gen'l Fd.B. Exp:B01 G & A:B1.2 Prof Serv:5304 Accounting Fees	Monthly charge for Accounting Services per Contract Monthly charge for QB Pro software including Payroll Service & ... Mailing envelopes, copies of invoices, misc postage Attendance at CC Meeting	5304 - Accounting Fees 5540 - Office Supplies 5540 - Office Supplies 5304 - Accounting Fees	1,075.00 26.00 38.00 100.00
TOTAL						1,239.00
Bill Pmt -C...	02/16/2016	20870	Stensland Inspection Services	Building Inspection Services	100 - 4M Fund/US Bank - General F...	(6,757.00)
Bill	01/31/2016	Jan2016	100 Gen'l Fd.B. Exp:B01 G & A:B1.2 Prof Serv:5350 Bldg Insp Fees - S...	Building Permits, B-16-01 to 16-13	5350 - Building Insp Fees - Stensland	6,757.00

City of Afton
Claims to be Approved
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Type	Date	Num	Name	Memo	Account	Original Amount
02/11/16						
TOTAL						6,757.00
Bill Pmt -C...	02/16/2016	20871	Tri-County Services (Snow Ice)		100 - 4M Fund/US Bank - General F...	(9,702.75)
Bill	01/31/2016	837	100 Gen'l Fd.B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5830 Sn...	Snow & Ice Control: Jan 2016	5830 - Snow & Ice Control	9,702.75
TOTAL						9,702.75
Bill Pmt -C...	02/16/2016	20872	Wenck Associates Inc.	project 2656	100 - 4M Fund/US Bank - General F...	(6,854.64)
Bill	01/31/2016	11600301	800 City InfraStructure Imp Fd.B. Exp:8897 Septic Construction Eng'g	Afton LSTS - Bidding, Construction & Post Construction Services	8897 - Septic Construction Eng'g	6,854.64
TOTAL						6,854.64
Bill Pmt -C...	02/16/2016	20873	WW Goetsch Associates, Inc.		100 - 4M Fund/US Bank - General F...	(1,320.00)
Bill	01/31/2016	95774	400 201 Project Fund.B. Exp:5915 201 Project Maintenance	Tech Service 1/4/16, 1/5/16 and 1/8/16	5915 - 201 Project Maintenance	1,320.00
TOTAL						1,320.00
Bill Pmt -C...	02/16/2016	20874	Centerpoint Energy (6217601-1)	Meter # M19702480474 Account No. 6217601-1	100 - 4M Fund/US Bank - General F...	(331.60)
Bill	01/31/2016	01272016	100 Gen'l Fd.B. Exp:B04 Bldgs & Land:6045 City Garage Expense	1675 Stagecoach Trl S: City Garage	6045 - City Garage Expense	331.60
TOTAL						331.60
Bill Pmt -C...	02/16/2016	20875	Croix Crystal Water Treatment		100 - 4M Fund/US Bank - General F...	(66.50)
Bill	12/31/2015	47779	100 Gen'l Fd.B. Exp:B04 Bldgs & Land:6030 Misc Expense	rent on hot & cold cooler, bottled water	6030 - Misc Exp - Bldg & Land	46.25
Bill	01/31/2016	48182	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						66.50
Bill Pmt -C...	02/16/2016	20876	GE Capital	Billing ID No. 90133894302 Acct Sch 7553611-002	100 - 4M Fund/US Bank - General F...	(410.00)
Bill	01/31/2016	64225498	100 Gen'l Fd.B. Exp:B01 G & A.B1.4 Oth Exp:5516 Copier Lease	RICOH Aficio MP C5501 copier	5516 - Copier Lease	410.00
TOTAL						410.00
Bill Pmt -C...	02/16/2016	20877	Kathi Pelnar	Humane Animal Control Service	100 - 4M Fund/US Bank - General F...	(122.53)
Bill	01/31/2016	Jan2016	100 Gen'l Fd.B. Exp:B02 Public Safety & Health:B2.1 Public Safety:560...	animal control	5605 - Animal Control	122.53
TOTAL						122.53
Bill Pmt -C...	02/16/2016	20878	Middle St. Croix Watershed Mgmt Org		100 - 4M Fund/US Bank - General F...	(488.32)
Bill	01/31/2016	2016FullYe...	100 Gen'l Fd.B. Exp:B01 G & A.B1.2 Prof Serv:5380 Middle St. Croix ...	2016 Total Full Year payment re MSCWMO 2016 Budget \$132,...	5380 - Middle St. Croix Valley WMO	488.32

City of Afton
Claims to be Approved
 January 20 through February 16, 2016

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Type	Date	Num	Name	Memo	Account	Original Amount
TOTAL						488.32
Bill Pmt -C...	02/16/2016	20879	POPP Telecom	Acct No. 51420 Acct ID AFT090	100 - 4M Fund/US Bank - General F...	(727.56)
Bill	01/31/2016	132799	100 Genl Fd:B. Exp:B01 G & A.B1.4 Oth Exp:5565 Telephone	Silver Maintenance Contract 1/25/2016 thru 1/24/2017	5565 - Telephone	727.56
TOTAL						727.56
Bill Pmt -C...	02/16/2016	20880	Freedom Yaltu Centers, Inc.	Account # 63398	100 - 4M Fund/US Bank - General F...	(13.01)
Bill	01/31/2016	01312016	100 Genl Fd:B. Exp:B03 Strs, Rehab & Pub Wks:B3.3 Oth Pub Wrks:5...	tractor fuel	5925 - Fuel & Lubricants	13.01
TOTAL						13.01
Bill Pmt -C...	02/16/2016	20881	Meyer Sewer Service, Inc	Account No. W0291 or P0872	100 - 4M Fund/US Bank - General F...	(450.00)
Bill	01/31/2016	w0291 0201...	400 201 Project Fund:B. Exp:5915 201 Project Maintenance	pumped lift stations and tanks	5915 - 201 Project Maintenance	450.00
TOTAL						450.00
Bill Pmt -C...	02/16/2016	20882	Pioneer Press	Acct # 415245	100 - 4M Fund/US Bank - General F...	(341.96)
Bill	01/31/2016	0116415245	100 Genl Fd:B. Exp:B01 G & A.B1.4 Oth Exp:5555 Publishing & Printing	legal notices	5555 - Publishing & Printing	341.96
TOTAL						341.96
Bill Pmt -C...	02/16/2016	20883	PressEnter	Acct # 33299 Customer # 33881	100 - 4M Fund/US Bank - General F...	(290.00)
Bill	01/31/2016	020816	100 Genl Fd:B. Exp:B01 G & A.B1.4 Oth Exp:5510 Computer Serv/Sof...	1 mo contracted service and 1 McAfee Email protection, 2016	5510 - Computer Service/Software	290.00
TOTAL						290.00
Bill Pmt -C...	02/16/2016	20884	Xcel Energy (51-0895345-1)	Acct: 51-0895345-1 Meter# 000071246886	100 - 4M Fund/US Bank - General F...	(21.84)
Bill	01/31/2016	488325562	800 City InfraStructure Imp Fd:B. Exp:8891 Dvmtown Prop Purch/Exp	Eastwood - Septic Property 2318 St Croix Ttl S Meter# 0000712...	8891 - DNR Flood Imp - Prop Purch/E...	21.84
TOTAL						21.84
Bill Pmt -C...	02/16/2016	20885	Xcel Energy (51-427629-8)	3175 St. Croix Trail S Meter #0098360010	100 - 4M Fund/US Bank - General F...	(21.78)
Bill	01/31/2016	488523094	100 Genl Fd:B. Exp:B04 Bldgs & Land:6020 Electricity - Xcel Energy	3175 St. Croix Trail S Meter #0098360010	6020 - Electricity	21.78
TOTAL						21.78
Bill Pmt -C...	02/16/2016	20886	Xcel Energy (51-5247622-9)	Acct No. 51-5247622-9 Meters 92023602 & 98359441	100 - 4M Fund/US Bank - General F...	(94.55)
Bill	01/31/2016	488869626	400 201 Project Fund:B. Exp:5915 201 Project Maintenance	201 Project: 3741 & 4105 River Rd	5915 - 201 Project Maintenance	94.55
TOTAL						94.55

City of Afton
Claims to be Approved
 January 20 through February 16, 2016

02/11/16

Type	Date	Num	Name	Memo	Account	Original Amount
Bill Pmt -C...	02/16/2016	20887	Xcel Energy (51-5641441-6)	Acct #51-5641441-6 Meter #0096704046	100 - 4M Fund/US Bank - General F...	(9.75)
Bill	01/31/2016	488535259	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6020 Electricity - Xcel Energy	3415 St. Croix Trail S Meter #0096704046	6020 - Electricity	9.75
TOTAL						9.75
Bill Pmt -C...	02/16/2016	20888	Xcel Energy (51-5700429-6)	Acct #51-5700429-6 Meter #007765464	100 - 4M Fund/US Bank - General F...	(92.20)
Bill	01/31/2016	488550662	100 Gen'l Fd:B. Exp:B03 Strs, Rehab & Pub Wks:B3.1 Streets:5850 Str...	3033 St. Croix Trail S Meter #007765464	5850 - Street Lighting	92.20
TOTAL						92.20
Bill Pmt -C...	02/16/2016	20889	Xcel Energy (51-6223921-2)	Acct No. 51-6223921-2 Street Lighting	100 - 4M Fund/US Bank - General F...	(163.57)
Bill	01/31/2016	488711187	100 Gen'l Fd:B. Exp:B03 Strs, Rehab & Pub Wks:B3.1 Streets:5850 Str...	Street Lighting Service	5850 - Street Lighting	163.57
TOTAL						163.57
Bill Pmt -C...	02/16/2016	20890	Xcel Energy (51-6257802-9)	3420 St. Croix Trl S Meter #0096987678	100 - 4M Fund/US Bank - General F...	(114.31)
Bill	01/31/2016	488544734	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6020 Electricity - Xcel Energy	Town Square Park 3420 St. Croix Trl S Meter #0096987678	6020 - Electricity	114.31
TOTAL						114.31
Bill Pmt -C...	02/16/2016	20891	Xcel Energy (51-7576371-4)	Acct#51-7576371-4 Meter #19818068	100 - 4M Fund/US Bank - General F...	(116.63)
Bill	01/31/2016	488424760	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6045 City Garage Expense	City Garage 1675 Stagecoach Trl S. Acct#51-7576371-4 Meter #...	6045 - City Garage Expense	116.63
TOTAL						116.63
Bill Pmt -C...	02/16/2016	20892	Environmental Law Group	Environmental review and permitting issues	100 - 4M Fund/US Bank - General F...	(6,944.00)
Bill	01/31/2016	15587	800 City InfraStructure Imp Fd:B. Exp:8894 Septic Permits, Fees, Admin		8894 - Septic Permits, Fees, Admin	6,944.00
TOTAL						6,944.00
Bill Pmt -C...	02/16/2016	20893	Springsted Incorporated	Continuing Disclosure Services - Temp Imp Bonds	100 - 4M Fund/US Bank - General F...	(1,000.00)
Bill	01/31/2016	16-030	805 Downtown Imp Debt Service:7738 Bond Issue Expense	Continuing Disclosure Services - Road Refunding Bonds	7738 - 2015A Adm Exp Dwtown Tem...	500.00
			725 Road Paving Debt Service Fund:7736 2014A Refund Bd Admin Exp		7736 - 2014A Refunding Bds Admin E...	500.00
TOTAL						1,000.00
Bill Pmt -C...	02/11/2016	20894	Swanson Linner, Kim (reimburse expenses)	Reimburse Expenses	100 - 4M Fund/US Bank - General F...	(475.60)
Bill	02/11/2016	ICCFeb2016	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5585 Seminars & Educat...	ICC Conference Feb 2016	5585 - Seminars & Education	475.60
TOTAL						475.60

City of Afton
Claims to be Approved
 January 29 through February 16, 2016

02/11/16

Type	Date	Num	Name	Memo	Account	Original Amount
Paycheck	02/11/2016	20895	Baglio, Mya		100 - 4M Fund/US Bank - General F...	(20.77)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5020 - Maintenance Person	22.50
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5051 - Social Security Tax - Employer	1.40
					2205 - Soc. Sec. Payable - Employer	(1.40)
					2204 - Social Security W/H - Employee	(1.40)
					5052 - Medicare Tax - Employer	0.33
					2213 - Medicare Payable - Employer	(0.33)
					2212 - Medicare W/H - Employee	(0.33)
TOTAL						20.77
Paycheck	02/11/2016	20896	Baglio, Peri		100 - 4M Fund/US Bank - General F...	(20.78)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5020 - Maintenance Person	22.50
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5051 - Social Security Tax - Employer	1.40
					2205 - Soc. Sec. Payable - Employer	(1.40)
					2204 - Social Security W/H - Employee	(1.40)
					5052 - Medicare Tax - Employer	0.32
					2213 - Medicare Payable - Employer	(0.32)
					2212 - Medicare W/H - Employee	(0.32)
TOTAL						20.78
Paycheck	02/11/2016	20897	Johnson, Kenneth L		100 - 4M Fund/US Bank - General F...	(318.28)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Ma...		5020 - Maintenance Person	424.32
					2302 - PERA Payable - Staff	(27.58)
					5053 - PERA Contribution - Employer	31.82
					2302 - PERA Payable - Staff	(31.82)
					2210 - Federal Withholding	(30.00)
					5051 - Social Security Tax - Employer	26.30
					2205 - Soc. Sec. Payable - Employer	(26.30)
					2204 - Social Security W/H - Employee	(26.30)
					5052 - Medicare Tax - Employer	6.16
					2213 - Medicare Payable - Employer	(6.16)
					2212 - Medicare W/H - Employee	(6.16)
					2208 - MN State Withholding	(16.00)
TOTAL						318.28
Paycheck	02/11/2016	20898	Meade, Debra J		100 - 4M Fund/US Bank - General F...	(505.85)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Of...		5007 - Intern/Office Assistant Wages	630.00
					2302 - PERA Payable - Staff	(40.95)
					5053 - PERA Contribution - Employer	47.25
					2302 - PERA Payable - Staff	(47.25)
					2210 - Federal Withholding	(23.00)
					5051 - Social Security Tax - Employer	39.06
					2205 - Soc. Sec. Payable - Employer	(39.06)
					2204 - Social Security W/H - Employee	(39.06)
					5052 - Medicare Tax - Employer	9.14
					2213 - Medicare Payable - Employer	(9.14)

City of Afton
Claims to be Approved
 January 20 through February 16, 2016

02/11/16

Type	Date	Num	Name	Memo	Account	Original Amount
TOTAL					2212 · Medicare W/H - Employee (9.14) 2208 · MN State Withholding (12.00)	505.85
Paycheck	02/11/2016	20899	Swanson Linner, Kimberly J		100 · 4M Fund/US Bank - General F...	(1,352.55)
			100 Gen'l Fd:B. Exp:B01 G & A.B1.1 Wages & Benefits:5006 Deputy ...		5008 · Office Manager Wages 1,756.02 2302 · PERA Payable - Staff (114.14) 5053 · PERA Contribution - Employer 131.70 2302 · PERA Payable - Staff (131.70) 2210 · Federal Withholding (104.00) 5051 · Social Security Tax - Employer 108.87 2205 · Soc Sec Payable - Employer (108.87) 2204 · Social Security W/H - Employee (108.87) 5052 · Medicare Tax - Employer 25.46 2213 · Medicare Payable - Employer (25.46) 2212 · Medicare W/H - Employee (25.46) 2208 · MN State Withholding (51.00)	1,352.55
TOTAL					100 · 4M Fund/US Bank - General F...	(3,370.05)
Paycheck	02/11/2016	20900	Moore, Ronald J		5004 · Administrator Salary 3,672.92 5053 · PERA Contribution - Employer 275.47 2302 · PERA Payable - Staff (275.47) 2302 · PERA Payable - Staff (238.74) 5037 · Flexible Benefits 1,100.00 2210 · Federal Withholding (566.00) 5051 · Social Security Tax - Employer 295.92 2205 · Soc Sec Payable - Employer (295.92) 2204 · Social Security W/H - Employee (295.92) 5052 · Medicare Tax - Employer 69.21 2213 · Medicare Payable - Employer (69.21) 2212 · Medicare W/H - Employee (69.21) 2208 · MN State Withholding (233.00)	3,370.05
TOTAL					100 · 4M Fund/US Bank - General F...	(820.48)
Liability C...	02/05/2016	201602001	PERA (Staff)	3030-01 210990 3030-01 210990 3030-01 210990	2302 · PERA Payable - Staff 380.94 2302 · PERA Payable - Staff 439.54	820.48
TOTAL					100 · 4M Fund/US Bank - General F...	(3,717.50)
Liability C...	02/05/2016	201602002	IRS (US Treasury)	41-1290668 41-1290668 41-1290668 41-1290668	2210 · Federal Withholding 1,389.00 2213 · Medicare Payable - Employer 233.60 2212 · Medicare W/H - Employee 233.60 2205 · Soc Sec Payable - Employer 930.65	3,717.50

City of Afton
Claims to be Approved
 January 20 through February 16, 2016

02/11/16

Type	Date	Num	Name	Memo	Account	Original Amount
TOTAL				41-1290668	2204 - Social Security W/H - Employee	930.65
Liability C...	02/05/2016	201602003	MN Dept of Revenue	5050730	100 - 4M Fund/US Bank - General F...	3,717.50
TOTAL				5050730	2208 - MN State Withholding	(602.00)
Liability C...	02/16/2016	201602004	PERA (Council)	3030-51 207620	100 - 4M Fund/US Bank - General F...	602.00
TOTAL				3030-51 207620	2303 - PERA Payable - Council	(110.00)
				3030-51 207620	2303 - PERA Payable - Council	55.00
Bill Pmt - C...	02/10/2016	201602005	US Bank (Safe Deposit Box)	Safety Deposit Box	100 - 4M Fund/US Bank - General F...	110.00
Bill	01/31/2016	SafeDepBox...	100 Gen'l Fd.B. Exp: B01 G & A.B1.4 Oth Exp: 505 Bank/IRS Fees/Sal...	#250700001872 safe deposit rent 2/10/16 to 2/9/17	5505 - Bank/IRS/Sales Tax	(69.00)
TOTAL						69.00

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

Meeting Date February 16, 2016

Council Action Memo

To: Mayor Bend and Members of the City Council
From: Ron Moorse, City Administrator
Date: February 10, 2016
Re: Jim Cox Reappointment to the Design Review/ Heritage Preservation Commission

Attached is an application from Jim Cox for reappointment to an additional three year term on the Design Review/Heritage Preservation Commission. His term expires in February of 2016.

COUNCIL ACTION REQUESTED:

Motion regarding the reappointment of Jim Cox to an additional three year term on the Design Review/Heritage Preservation Commission.

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

DATE February 10, 2016 PLEASE CHECK ONE: New Application Reappointment

NAME James W. Cox
ADDRESS 12941 22nd St. S. (Provide P O Box if applicable) AFTON, MN 55001
HOME PHONE _____ CELL 612-414-0155 WORK _____
EMAIL ADDRESS jimcoxarch@gmail.com
YEARS AS AFTON RESIDENT 19 WARD # 2

1. COMMITTEE OR COMMISSION YOU ARE APPLYING FOR?

Heritage Preservation Commission

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

Current Commissioner/Secretary - Heritage Preservation Commission
Represents the City of Afton annually at the Statewide Historic Preservation Conference

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

Current Member - Afton Historical Society
Current Member - Minnesota Historical Society
Architect with Historic Preservation experience

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

Review new construction and remodeling in the "Old Village" for historical appropriateness using the City's guidelines and Secretary of Interiors Standards for Rehabilitation. Encourage a high standard of historic compatibility.

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

*** Please submit your application to ***

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

HPC/DR ~ CONTACTS
HISTORICAL PRESERVATION COMMISSION & DESIGN REVIEW COMMISSION
 City of Afton, Minnesota

NAME	TITLE/POSITION	ADDRESS	PHONE	E-MAIL	REMARKS:
Bolton-Iverson, Kathy	Commissioner	3632 St. Croix Tr. S. Afton, MN 55001	651-436-1143 H.	itskbi@aol.com	TERM EXPIRES: 2/15/2017
Cox, Jim	Secretary Commissioner	12941 22 nd St. S. Afton, MN 55001	651-436-3699 H. 612-414-0155 C.	aftonarchitects@msn.com	TERM EXPIRES: 2/15/2016
Randers, Jim	Co-Chair Commissioner	177 Croixview Dr. S. Afton, MN 55001	651-436-7367 H. 612-240-8745 C.	jimmiducati@me.com	TERM EXPIRES: 2/15/2017
Stern, Martin	Commissioner	3390 St. Croix Tr. S. Afton, MN 55001	651-436-8080 W.	martin@squirehousegardens.com	TERM EXPIRES: 2/15/2018
Vujovich, Peter	Co-Chair Commissioner	14888 50 th St. S. Afton, MN 55001	651-998-0533 H.	petervujovich@vujovich.com	TERM EXPIRES: 2/15/2018

OTHERS:					
Moorse, Ron	Afton City Administrator	3033 St. Croix Tr. S PO Box 219 Afton, MN 55001	651-436-8957 W.-Dir. 952-465-1664 C.	rmoorse@ci.afton.mn.us	
Palmquist, Bill	City Council- Ward 1	3466 St. Croix Tr. S. Afton, MN 55001	651-436-3252 H. 651-368-7083 C. ?	Ward1@ci.afton.mn.us bill.palmquist@nanm.com	
Zahn, Tom	President of Society of MN Sculptors X X	Society of MN Sculptors 807 Holly Ave. St. Paul, MN 55104 Thomas R. Zahn & Assoc., LLC. 420 Summit Ave. St. Paul, MN	651-221-9765 H/W. 651-494-8795 C.	tom@tzahn.com	

NOTE: HPC/DR Terms are typically for three (3) years.

<p>City of Afton 3033 St. Croix Trl, P.O. Box 219 Afton, MN 55001</p>
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Meeting Date February 16, 2016

Council Action Memo

To: Mayor Bend and Members of the City Council
 From: Ron Moore, City Administrator
 Date: February 11, 2016
 Re: Danielle and Charlie Wamstad (Traditional Ventures LLC) Variance Application at 1987 Manning Avenue – **Resolution 2016-11**

Danielle and Charlie Wamstad (Traditional Ventures LLC) have applied for a variance to Sec. 12-84. Driveway access permits and standards, and to Sec. 12-140. B.3 Permitted uses and structures (in the Ag zone) to enable the construction of a driveway along the eastern portion of their property to replace a driveway accessing Manning Avenue which will be eliminated as part of a Minnesota Department of Transportation (Mn/DOT) improvement project. Sec. 12-84 requires each lot to have access from the public road on which it has frontage, even if it also has access through an easement on an adjacent parcel. Sec. 12-140.B.3 requires a driveway in the Ag zone to be separated from adjacent driveways on the same side of the street by 300 feet if located on a local or collector street.

The Wamstads own the parcel at 1987 Manning Avenue, and also own the parcel to the south that fronts on both Manning Avenue and 22nd Avenue. The parcel at 1987 Manning currently has a driveway that accesses the parcel from Manning Avenue near the intersection of Manning and Valley Creek Road.

The Minnesota Department of Transportation (MN/DOT) is planning an intersection improvement to add a left turn lane from northbound Manning to westbound Valley Creek Road. The improvement will include a stormwater pond on the east side of Manning. To enable this improvement, Mn/DOT is acquiring additional right-of-way on the east side of Manning. This acquisition will include land on which the Wamstad's driveway is currently located. For safety reasons, Mn/DOT does not want the driveway to continue to access Manning Avenue. To provide an alternate and safer location for the driveway, the Wamstads are requesting a variance to enable the only access to the property to be through a driveway on an easement through the parcel to the south to access 22nd Avenue. Because the driveway serves slow-moving agricultural equipment in addition to residential traffic, the access onto 22nd Avenue is preferred from a safety standpoint.

The driveway is proposed to be located on the eastern portion of the Wamstad property, which would place it 55 feet from the existing driveway on the property to the east. The ordinance requires a minimum separation of 300 feet between driveways. The proposed location was selected because there are currently utilities in the area of the driveway that make it unproductive for cropland and there is currently a driveway easement along the eastern boundary of the property. Also, if the driveway was located 300 feet from the neighboring driveway, it would be running through the middle of a current productive crop field. In addition, locating the driveway 300 feet from the neighboring driveway would place it less than the required 100 feet away from the intersection of 22nd Avenue and Meadow Bluff Trail.

A portion of the proposed driveway would cross an area recently approved to be regraded to create a grassy waterway. The resolution approving the grassy waterway required that, if a culvert is installed in the future to provide access across the grassed waterway, the plans for the culvert will need to be reviewed and approved by

the City Engineer. A permit for the driveway is currently being processed through the Valley Branch Watershed District (VBWD). Attached is correspondence and permitting information from the VBWD. The VBWD is supportive of the permit application, but does not want to move forward with an approval until the City makes a determination regarding the variance application.

Planning Commission Recommendation:

The Planning Commission, on a vote of 9-0-0, recommended approval of the variance application with the following findings and conditions.

Findings

1. The property is unique and has exceptional conditions due to the Minnesota Department of Transportation (MN/DOT) intersection improvement project at Manning and Valley Creek Road.
2. Granting the variance will not confer special privileges on the applicant.
3. The minimum variance is being granted.
4. The variance request is the best alternative for a solution to the problem access and intersection on Manning Avenue at Valley Creek Road.

Conditions

1. The Valley Branch Watershed District shall approve a permit for the driveway over the grassed waterway.
2. The City Engineer shall review and approve the plans for the driveway.
3. The driveway shall be constructed and maintained according to the approved plans and permit.
4. The City shall obtain a letter from Mn/DOT stating that this alternative is the best solution for this property in alleviating the dangerous access situation that they are remedying on Manning Avenue at Valley Creek Road.

Resolutions

Attached are an approval resolution reflecting the Planning Commission's recommendation as well as a denial resolution for the Council's consideration.

Letter from Mn/DOT

Attached is a letter from John Forsythe of MnDOT regarding the planned improvement project and the safety advantages of moving the driveway off of Manning Avenue.

COUNCIL ACTION REQUESTED:

Motion regarding the adoption of Resolution 2016-11 regarding the Danielle and Charlie Wamstad (Traditional Ventures LLC) variance application at 1987 Manning Avenue.

RESOLUTION 2016-11

CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

A RESOLUTION GRANTING THE WAMSTAD (TRADITIONAL VENTURES) VARIANCE APPLICATION TO ENABLE THE CONSTRUCTION OF A DRIVEWAY ALONG THE EASTERN PORTION OF THEIR PROPERTY AT 1987 MANNING AVENUE

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

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

WHEREAS, Charlie and Danielle Wamstad (Traditional Ventures) have submitted a variance application for the property at 1987 Manning Avenue; and

WHEREAS, The application proposes a driveway along the eastern portion of their property and through the property under their ownership to the south to access 22nd Street to replace the existing driveway that accesses onto Manning Avenue; and

WHEREAS The proposal involves variances to two sections of the zoning code. Sec. 12-84 requires each lot to have access from the public road on which it has frontage, even if it also has access through an easement on an adjacent parcel. Sec. 12-140.B.3 requires a driveway in the Ag zone to be separated from adjacent driveways on the same side of the street by 300 feet if located on a local or collector street. The driveway would provide access through the adjacent lot to the south rather than directly from the property's Manning frontage. The driveway would be located 55 feet from the existing driveway on the property to the east, rather than the required 300 feet; and

WHEREAS the relocation of the driveway is due to safety concerns and access limitations related to a planned Mn/DOT intersection improvement project at Manning and Valley Creek Road, which is the current location of the driveway; and

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

WHEREAS, the Planning Commission held a public hearing on the request at its regular meeting of February 1, 2016 and recommended APPROVAL of the variance on a vote of 9-0-0; and

WHEREAS, the City Council heard the request at its regular meeting on February 16, 2016, at which it considered all of the comments, concerns and recommendations of the Planning Commission and Zoning Administrator and the applicant;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Afton does hereby GRANT the Wamstad (Traditional Ventures) variance application to allow a driveway through the adjacent lot to the south to access 22nd Street and to allow the driveway to be located within 55 feet of the driveway on the property to the east, based on the findings of fact and conditions listed below:

Findings

1. The property is unique and has exceptional conditions due to the Minnesota Department of Transportation (Mn/DOT) intersection improvement project at Manning and Valley Creek Road.
2. Granting the variance will not confer special privileges on the applicant.
3. The minimum variance is being granted.

4. The variance request is the best alternative for a solution to the problem access and intersection on Manning Avenue at Valley Creek Road.

Conditions

1. The Valley Branch Watershed District shall approve a permit for the driveway over the grassed waterway.
2. The City Engineer shall review and approve the plans for the driveway.
3. The driveway shall be constructed and maintained according to the approved plans and permit.
4. The City shall obtain a letter from Mn/DOT stating that this alternative is the best solution for this property in alleviating the dangerous access situation that they are remedying on Manning Avenue at Valley Creek Road.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 16TH DAY OF FEBRUARY, 2016.

SIGNED:

Richard Bend, Mayor

ATTEST:

Ronald J. Moorse, City Administrator

Motion by:

Second by:

Palmquist:

Richter:

Ross:

Nelson:

Bend:

RESOLUTION 2016-XX

CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

A RESOLUTION DINYIONG THE WAMSTAD (TRADITIONAL VENTURES) VARIANCE APPLICATION TO ENABLE THE CONSTRUCTION OF A DRIVEWAY ALONG THE EASTERN PORTION OF THEIR PROPERTY AT 1987 MANNING AVENUE

- WHEREAS,** the City of Afton is a municipal corporation organized and existing under the laws of the State of Minnesota; and
- WHEREAS,** the City Council of the City of Afton has adopted zoning, subdivision, and building regulations as part of the Afton Code of Ordinances, to promote the orderly, economic, and safe development and utilization of land within the City; and
- WHEREAS,** Charlie and Danielle Wamstad (Traditional Ventures) have submitted a variance application for the property at 1987 Manning Avenue; and
- WHEREAS,** The application proposes a driveway along the eastern portion of their property and through the property under their ownership to the south to access 22nd Street to replace the existing driveway that accesses onto Manning Avenue; and
- WHEREAS** The proposal involves variances to two sections of the zoning code. Sec. 12-84 requires each lot to have access from the public road on which it has frontage, even if it also has access through an easement on an adjacent parcel. Sec. 12-140.B.3 requires a driveway in the Ag zone to be separated from adjacent driveways on the same side of the street by 300 feet if located on a local or collector street. The driveway would provide access through the adjacent lot to the south rather than directly from the property's Manning frontage. The driveway would be located 55 feet from the existing driveway on the property to the east, rather than the required 300 feet; and
- WHEREAS** the relocation of the driveway is due to safety concerns and access limitations related to a planned Mn/DOT intersection improvement project at Manning and Valley Creek Road, which is the current location of the driveway; and
- WHEREAS,** City staff reviewed the request and drafted a report for consideration; and
- WHEREAS,** the Planning Commission held a public hearing on the request at its regular meeting of February 1, 2016 and recommended APPROVAL of the variance on a vote of 9-0-0; and
- WHEREAS,** the City Council heard the request at its regular meeting on February 16, 2016, at which it considered all of the comments, concerns and recommendations of the Planning Commission and Zoning Administrator and the applicant;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Afton does hereby DENY the Wamstad (Traditional Ventures) variance application to allow a driveway through the adjacent lot to the south to access 22nd Street and to allow the driveway to be located within 55 feet of the driveway on the property to the east, based on the findings of fact listed below:

Findings

(Findings to be provided by Council)

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 16TH DAY OF FEBRUARY, 2016.

SIGNED:

Richard Bend, Mayor

ATTEST:

Ronald J. Moore, City Administrator

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

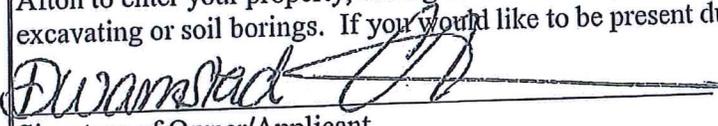
RECEIVED

Z 16-2

CITY OF AFTON

CITY OF AFTON
VARIANCE APPLICATION

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

Owner	Address	City	State	Zip	Phone
Traditional Ventures LLC	1987 Manning Avenue S	Afton	MN	55001	6128166810
Applicant (if different than owner)	Address	City	State	Zip	Phone
Danielle & Charlie Wamstad	Same				
Project Address	1987 Manning Avenue South	AFTON	MN	55001	
Zoning Classification	Existing Use of Property	PID# or Legal Description			
Agriculture	Agriculture Homestead and Crops	18.028.20.22.0005			
Please list the section(s) of the code from which the variance(s) are requested.					
12-139E ^{140.B.3} 12-221A					
Description of Request					
See attachment					
By signing this application, the applicant agrees to pay all expenses incurred by the City of Afton. In connection with this request, your signature constitutes permission for a representative of the City of Afton to enter your property, during business hours, to evaluate this request. This may involve minor excavating or soil borings. If you would like to be present during this evaluation, please contact the City.					
 Signature of Owner/Applicant				1-8-2016 Date	
Make checks payable to: City of Afton					
If multiple variances are necessary from the applicant only <u>one</u> fee is required. However, the deposit fee must be multiplied by the number of variances sought.					
FEES:		ESCROWS:			
Variance	\$250	\$600			
Renewal/Extension	\$250	\$350			
			TOTAL:	\$ 850.00	
			DATE PAID:	1/11/16	
			CHECK #:	2126	
			RECVD BY:	KRL	

01.11.2015 Variance Request

In 2016-2017 MN Dot is planning to conduct a west bound left turn lane for northbound traffic on Manning Avenue. This will require widening of the road on both sides to allow cars to go around the cars turning onto Valley Creek Trail. Charlie & Danielle Wamstad's current driveway is 1987 Manning Avenue and is directly across Manning from the Valley Creek Trail Intersection. For the safety of the residences at 1987 Manning Avenue as well as all traffic on Manning Avenue S; MN Dot is requesting this driveway be closed off of Manning Avenue S.

Leaving the driveway on Manning Avenue with the turn lane will be more dangerous than it already is as this a farm in conjunction with farms on 22nd Street; resulting in farm equipment and other slow moving vehicles entering onto Manning Avenue South crossing over an extra lane of traffic and now traffic that will no longer need stop to wait for traffic that is turning onto Valley Creek. This turn lane will likely lead to traffic being faster at the end of the driveway and less people looking to yield to a driveway.

In response to MN Dot's request to move the driveway, the driveway layout that makes the most sense to the farm field access, crop productivity, safety and maintenance would be to have the driveway run along the Eastern most part of the properties to tie into the current driveway on its eastern most point.

Therefore, Mr. & Mrs Wamstad are requesting 2 variances for a new driveway to be constructed from their home site on 1987 Manning Avenue (ID 18.028.20.22.0005) running along the legal easement in place along the eastern most side of 12xxx 22nd Street (ID 18.028.20.22.0002). This easement is 66 feet wide off of the Eastern most side of the 2nd property. (Refer to Exhibit A: Proposed Driveway Lay out and Exhibit B: the Legal Easement).

The driveway specs are as followed: 10 feet from eastern lot line through both properties, 14 feet wide, approximately 1550 long to tie into current driveway on the north side of the barn. Driveway will be constructed per all required engineered guidelines as well as in conjunction with the approved Valley Watershed districts engineered culverts and approval. Mr. & Mrs. Wamstad will also be requesting the approval from the Valley Watershed District due to square footage as well as the driveway going through a flood plain.

The first variance request is for ordinance 12-139-E^{140. B.3} which states that in the Agriculture zone; driveways must be 300 feet from one another. The proposed driveway will be approximately 30-50 feet from the neighboring lot of 12210 22nd Street South (ID: 18.028.20.21.0005); the home of Anne and Larry Headrick (who are in support of the proposed driveway placement). The reason for this request is because a driveway over 300 feet would be an inefficient use of land

as it would cut through the current productive crop field. Additionally, the driveway being set over 300 feet from Headrick's would make it too close to the intersection of Meadow Bluff Trail (Ordinance #12-139-E that states a driveway can't be within 100 feet of an intersection). Meadow Bluff Trail is 340 feet from Headrick's driveway; which would place us within the 60 feet of that intersection; or curving the driveway through productive crop land and around a grove of trees.

The second variance request is for Ordinance #12-84 A that states a driveway cannot be off a road that it does not have frontage to. Again, we own both properties on this corner and do not want to separate any of the crop land and/ or limit the driveway access that may need to be for the 20 acre parcel. It is also not an option to move the driveway to a different part of Manning Avenue South with this MN Dot project; the only alternative is 22nd Street. We do understand that we will need to do an address change with this driveway move for the sake of Emergency response.

Attachments: Exhibit A: Proposed Driveway Location;
Exhibit B: Legal Easement;
Exhibit C: MN Dot's Plan for Manning Avenue;
Exhibit D: Proof of Ownership of both properties.

Applicant(s): Charles & Danielle Wamstad
Phone: 612-816-6810
Mailing Address: 1987 Manning Avenue S ; Afton, MN 55001
Property Address for variance: 1987 Manning Avenue S; Afton, MN 55001

Variance request description: Mr. & Mrs Wamstad are requesting 2 variances for a new driveway to be constructed from their home site on 1987 Manning Avenue (ID 18.028.20.22.0005) running along the legal easement in place along the eastern most side of 12xxx 22nd Street (ID 18.028.20.22.0002). This easement is 66 feet wide off of the Eastern most side of the 2nd property. (Refer to Exhibit A: Proposed Driveway Layout/Design and Exhibit B: the Legal Easement).

The driveway specs are as followed: 10 feet from eastern lot line through both properties, 14 feet wide, approximately 1550 long to tie into current driveway on the north side of the barn. Driveway will be constructed per all required engineered guidelines as well as in conjunction with the approved Valley Watershed districts engineered culverts and approval. Mr. & Mrs. Wamstad have also requested approval from the Valley Watershed District due to square footage as well as the driveway going through a flood plain.

City Ordinance Section number(s), that variance is requested for: 12-139E & 12-84 A ^{1408.C}

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

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

Criteria #1 *The requested use, must be a reasonable use in order to receive a variance.*

Applicant - Please explain why the proposed use which requires a variance is a reasonable use for this property? In 2016-2017 MN Dot is planning to construct a west bound left turn lane for northbound traffic on Manning Avenue. This will require widening of the road on both sides to allow cars to go around the cars turning onto Valley Creek Trail. Charlie & Danielle

Wamstad's current driveway is 1987 Manning Avenue S and is across Manning from the Valley Creek Trail Intersection. For the safety of the people coming in and out of 1987 Manning Avenue as well as all traffic on Manning Avenue S; MN Dot is proposing this driveway be closed off to Manning Avenue S.

Leaving the driveway on Manning Avenue with the turn lane will be more dangerous than it already is as this a farm in conjunction with farms on 22nd Street; resulting in farm equipment and other slow moving vehicles entering onto Manning Avenue South crossing over an extra lane of traffic and now traffic that will no longer need stop to wait for traffic that is turning onto Valley Creek Trail. This turn lane will likely lead to traffic being faster at the end of the driveway and less people looking to yield to a driveway.

In response to MN Dot's request to move the driveway, the only legal access for a driveway is the one that makes the most sense to the farm field access, crop productivity, safety and maintenance would be to have the driveway run along the Eastern most part of the properties to tie into the current driveway on its eastern most point.

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

140.B.3
Explain? The first variance request is for ordinance 12-139-E which states that in the Agriculture zone; driveways must be 300 feet from one another. The proposed driveway will be approximately 30-50 feet from the neighboring lot of 12210 22nd Street South (ID: 18.028.20.21.0005) as their driveway runs along the western most part of their property; the home of Anne and Larry Headrick. The reason for this request is because there is currently a legal easement along the eastern most property line; there are utilities that already run up that same property line that deem it unproductive land and that a driveway over 300 feet would be an inefficient use of land as it would cut through the current productive crop field. Additionally, the driveway being set over 300 feet from Headrick's would make it too close to the intersection of Meadow Bluff Trail (Ordinance #12-139-E that states a driveway can't be within 100 feet of an intersection). Meadow Bluff Trail is 340 feet from Headrick's driveway.

The second variance request is for Ordinance #12-84 A: that states a driveway cannot be off a road that it does not have frontage to. Again, we own both properties on this corner and do not want to separate any of the crop land and/ or limit the driveway access that may need to be for the 20 acre parcel. It is also not an option to move the driveway to a different part of Manning Avenue South with this MN Dot project; the only alternative is 22nd Street.

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

this Ordinance. **Applicant** - How does the literal interpretation of the provisions of the Afton ordinance (from which you are requesting a variance) deprive you of rights commonly enjoyed by other properties in the same zoning district? **Explain:** With these ordinances it will be impossible to have 2 driveways to the 2-20+ acre parcels that we own off of a safe road like 22nd Street. Having a driveway off of Manning Avenue S across from Valley Creek Trail has shown to cause a lot of confusion by people traveling East on Valley Creek Trail; this has led to multiple accidents/road closures at the end of our driveway making our home in accessible; having it directly across from a major street has led to an average of 5 cars a day driving up our driveway and turning around in our lawn as they don't understand that the driveway is not just a continuation of Valley Creek Trail; making the cost of driveway maintenance and lawn care be much more than if it were just for personal use.

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

Applicant - How did these exceptional circumstances related to the property come about? Did actions by you create these circumstances? **Explain:** MN Dot's request for us to move our driveway do to their safety concerns and plan for a turn lane, water holding pond and additional lighting at the end of our current driveway. We have weighed the options with both driveway options and have decided a new driveway off of 22nd Street would be a better solution for the community as a whole. In response to their request to make this the most beneficial for everyone we have designed the driveway culverts to be able to sustain flow so there is not any water flow issues with Headrick's driveway; and we plan for the driveway to be placed on the current driveway easement in place.

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

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

No

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

Applicant - Is the variance you are requesting the minimum variance which would alleviate the practical difficulty or hardship for your property? **Explain:** With both ordinances we would not be able to have 2 driveways for the 2-20+ acre parcels that we own that come off a safe road. This is due to Headrick's driveway placement being on the edge of their property and Meadow Bluff Trail being constructed in the middle of the 20 acre parcel. Per MN DOT, they are requesting we do not have a driveway off of Manning Avenue due to Safety concerns.

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

Explain: There will not be any materially detrimental effects on any properties in the vicinity or in our zone. We will be making water flow our number one concern with help from the Valley Watershed District Engineer and will be changing our address to represent a 22nd Street Address.

Criteria #8 *Economic conditions or circumstances alone shall not be considered in the granting of a variance request if a reasonable use of the property exists under the terms of the ordinance.*

Applicant - Is the requested variance for economic reasons?

Explain: No; we intend on keeping our rural character properties. We currently farm both pieces and would prefer to have permanent access to both for our farm equipment to travel safely. The increase of traffic on Manning Avenue S and our current driveway being on the bottom of a hill at a major intersection is dangerous for us and all travelers on Manning Avenue South.

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

plans with the Valley Watershed District; and have submitted an application for this driveway. We plan to go before their board on January 28th. Currently we have an approved project for the improved grass waterway and we have had an engineer construct the driveway plan that has previously been approved by the Watershed District and the City of Afton

Criteria #10 *Variances shall be granted for earth-sheltered construction by state statutes when in harmony with this Ordinance. Applicant - Is the variance for earth-sheltered construction?*

Yes No

Attachments:

Exhibit A: Proposed Driveway Location

Exhibit B: Legal Easement

Exhibit C: MN Dot's Plan for Manning Avenue

Exhibit D: Proof of Ownership of both Properties.

Exhibit E: Submitted items to Valley Watershed District

Submitted 1/15/16- Mailing labels and Topography map (both properties)

Submitted 1/8/16- Payment



22nd St

Meadow Bluff Trail

↑ proposed driveway

→ Headricks driveway

Exhibit A

Driveway Sketch

WAMSTAD

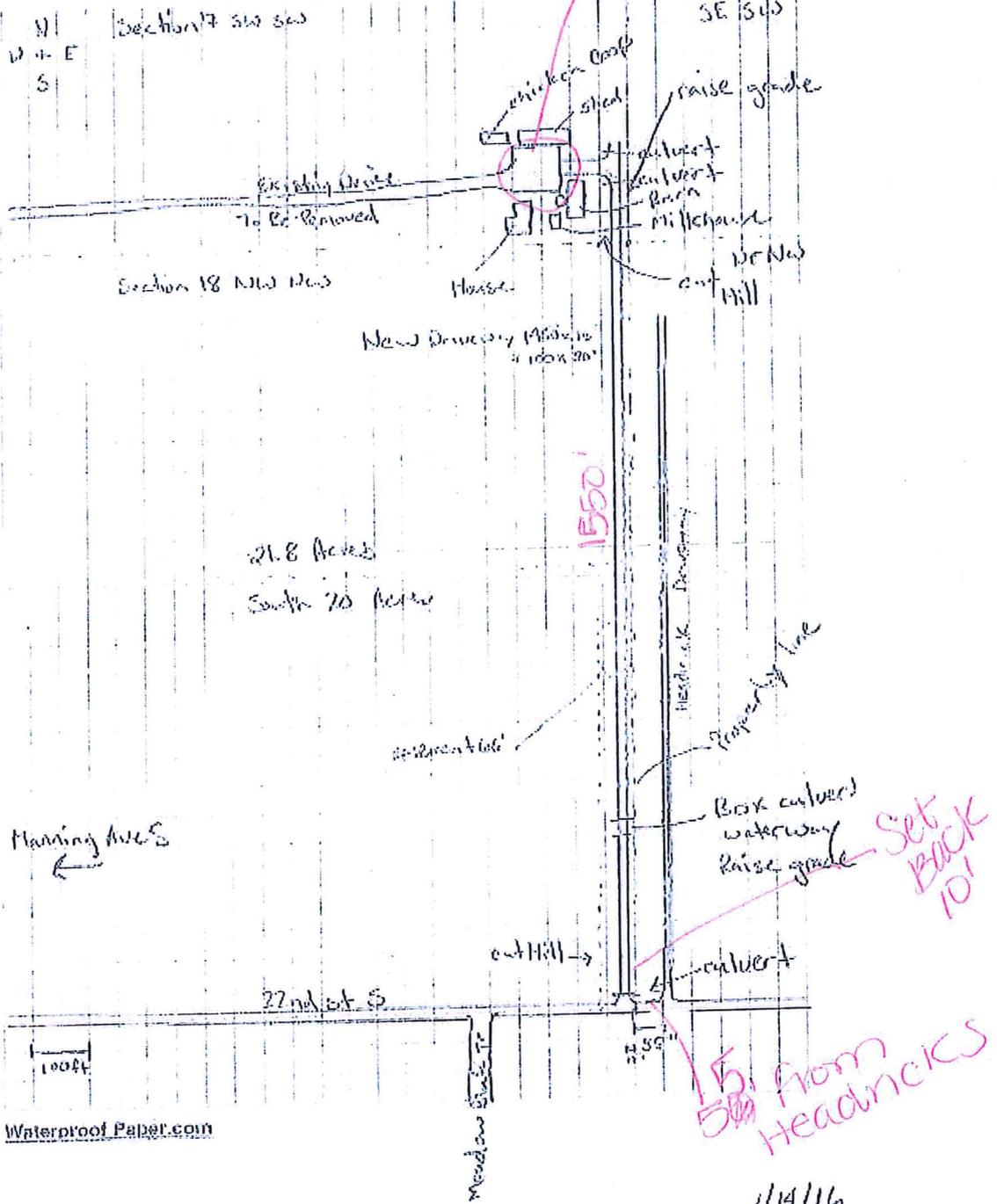
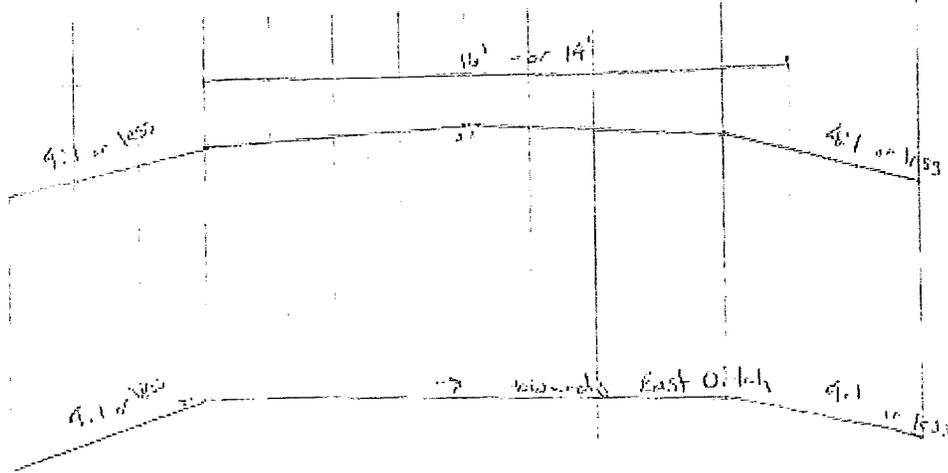


Exhibit A

Driveway Sketch

WAMSTAD



Slope 10% or less
 12' wide area
 Final surface Asphalt millings

[Waterproof Paper.com](http://WaterproofPaper.com)

11/14/16

Exhibit A

EXHIBIT B

APPURTENANT EASEMENT AGREEMENT

This Agreement is made this 26 day of September, 2013, between Valley Creek Church (hereinafter the "Grantor"), and the Estate of Bernice I. Miller (hereinafter the "Grantee").

RECITALS

1. Valley Creek Church is the owner of a tract of land situated in the County of Washington, State of Minnesota, for the purposes of this Agreement, ("Burdened Parcel"), legally described as follows:

The south 771.08 feet of the Northwest Quarter of the Northwest Quarter of Section 18, Township 28 North, Range 20 West, Washington County, Minnesota

(hereinafter the "Grantor Property").

2. The Estate of Bernice I. Miller is the owner of a tract of land situated in the County of Washington, State of Minnesota, for the purposes of this Agreement, ("Benefitted Parcel"), legally described as follows:

That part of the Southwest Quarter of the Southwest Quarter of Section 7 and the Northwest Quarter of the Northwest Quarter of Section 18, Township 28 North, Range 20 West, Washington County, Minnesota described as follows:

BEGINNING at the southwest corner of said Section 7; thence on an assumed bearing of North 00 degrees 03 minutes 00 seconds East along the westerly line of said Southwest Quarter a distance of 59.00 feet; thence North 87 degrees 32 minutes 00 seconds East a distance of 321.00 feet; thence North 01 degrees 01 minutes 00 seconds West a distance of 152.97 feet; thence North 64 degrees 43 minutes 40 seconds East a distance of 442.54 feet; thence South 88 degrees 45 minutes 31 seconds East a distance of 144.17 feet; thence continuing South 88 degrees 45 minutes 31 seconds East a distance of 268.66 feet to the easterly line of said Southwest Quarter of the Southwest Quarter; thence South 00 degrees 05 minutes 51 seconds West along said easterly line a distance of 430.26 feet to the southeast corner of said Southwest Quarter of the Southwest Quarter; thence South 00 degrees 07 minutes 48 seconds East along the easterly line of the Northwest Quarter of the Northwest Quarter of said Section 18 a distance of 544.28 feet to the north line of the south 771.08 feet of said Northwest Quarter of the Northwest Quarter; thence North 88 degrees 37 minutes 00 seconds West along said north line of the south 771.08 feet a distance of 1,130.38 feet to the westerly line of said Northwest Quarter; thence North 00 degrees 08 minutes 57 seconds West along said west line of the Northwest Quarter a distance of 541.50 feet to the POINT OF BEGINNING.

(hereinafter the "Grantee Property").

3. For the sole and exclusive use and benefit of the Grantee, its successors in interest and assigns, the Grantor agrees to grant a permanent appurtenant easement described as:

An easement over the easterly 66 feet of the south 771.08 feet of the Northwest Quarter of the Northwester Quarter of Section 18, Township 28 North, Range 20 West, Washington County, Minnesota, to 22nd Street.

The above described easement is to benefit the Grantee parcel which lies adjacent to and northerly of the above described lands:

(hereinafter the "Easement Tract").

NOW, THEREFORE, in consideration of the foregoing terms and conditions, and the sum of One and 00/100 Dollars (\$1.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. Grant. The Grantor does hereby grant to the Grantee, its successors in interest and assigns an exclusive permanent easement in perpetuity over and across the Easement Tract, for the purposes of ingress and egress.

2. Improvements. Grantee, its successors in interest and assigns, may make improvements consistent with the intended use for ingress and egress only.

3. Maintenance. The Grantee, its successors in interest and assigns shall be responsible for maintenance of all improvements made by Grantee, its successors in interest and assigns, upon the Easement Tract.

4. Indemnification. The Grantee, its successors in interest and assigns, shall indemnify and hold Grantor harmless from any and all liability, loss or expense of any nature arising out of Grantee's use of the Easement Tract.

5. Run With the Land. The parties hereto specifically acknowledge and agree that the terms of this Easement Agreement shall be appurtenant to and run with the lands described herein, and this Easement Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

6. Amendments. This Agreement may be amended, or any of its terms modified, only by a written agreement executed by the parties, or their successors and assigns.

7. Applicable Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota.

[Signature Page to Follow]

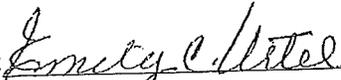
IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date first above written.

GRANTEE:

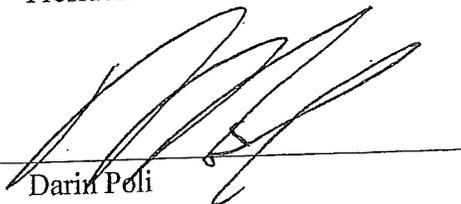
GRANTOR:

THE ESTATE OF BERNICE I. MILLER

VALLEY CREEK CHURCH

By: 
Emily C. Urtel
Personal Representative

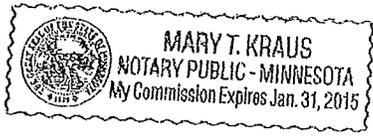
By: 
Trent Redmann
President

By: 
Darin Poli
Treasurer

THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK

STATE OF MINNESOTA)
) ss.
COUNTY OF WASHINGTON)

On this 27th day of Sept 2013, 2013, before me a notary public within and for said County, personally appeared Emily C. Urtel, Personal Representative of the Estate of Bernice I. Miller, to me personally known and by me duly sworn, named in the foregoing instrument, and that she has executed the same as her free act and deed on behalf of the Grantee.



Mary T. Kraus
Notary Public

STATE OF MINNESOTA)
) ss.
COUNTY OF WASHINGTON)

On this 26 day of SEPT, 2013, before me a notary public within and for said County, personally appeared Trent Redmann, President of Valley Creek Church and ^{Paris} ~~Rodney~~ ^{Miller} ~~Carlson~~, Treasurer of Valley Creek Church, each by me duly sworn, named in the foregoing instrument, and that they have executed the same as their free act and deed on behalf of the Grantor.

Jeni Jo Bailey
Notary Public

This Instrument was Drafted By:

James B. Gasperini
The Afton Law Office, P.A.
3121 St. Croix Trail South
Afton, MN 55001
(651) 436-8656



EXHIBIT C



Minnesota Department of Transportation
METRO DISTRICT Right of Way
1500 W. County Road B2
Roseville, MN 55113

Office Tel: 651-234-7500

Danielle Lea Wamstad, Manager
Traditional Ventures, LLC
1987 Manning Ave S, Afton, MN 55001
Afton, MN 55001

August 25, 2015

Subject: SP: 8208-37RW CS: 8208 (95=95) 903 Parcel 1, County of Washington

Early Notification of Acquisition

Dear Property Owner:

This letter is to advise you of the impending improvement on Trunk Highway 95 in Washington County. The purpose of this improvement is to provide a transportation facility which will better serve the needs of the public.

This proposed project may involve some of your property. In the near future, a representative of our office may be contacting you to explain the project in greater detail, answers questions you may have regarding the acquisition process and obtain information regarding your ownership in the corridor.

In advance of our personnel contacting you, we are enclosing a brochure entitled "Guidebook for Property Owners". This booklet outlines our right of way acquisition procedures, and provides answers to some of the most frequently asked questions.

We sincerely appreciate your time in this important matter and look forward to contacting you in the near future to arrange an appointment to meet with you. If you have any questions, please do not hesitate to contact me at 651-234-7551.

Sincerely,

Debra M. Anderson, P.E.
District Right of Way Engineer

Enclosures

An Equal Opportunity Employer





Department of
Property Records
and Taxpayer Services

14949 62nd Street North - PO Box 6
Stillwater, MN 55082-0006
(651) 430-6175
www.co.washington.mn.us



TAXPAYER(S):
TRADITIONAL VENTURES LLC
1987 MANNING AVE S
AFTON MN 55001-9735



PROPERTY INFORMATION:

PIN: 18.028.20.22.0005

Property Address:
1987 MANNING AVE S
AFTON MN 55001

Property Description:

Section 07 Township 028 Range 020 THAT PART OF THE SOUTHWEST QUARTER
OF THE SOUTHWEST QUARTER OF SECTION 7 AND THE NORTHWEST
QUARTER OF THE NORTHWEST QUARTER OF SECTION 18, TOWNSHIP 28

PROPOSED TAXES 2016			
THIS IS NOT A BILL - DO NOT PAY			
Step	VALUES AND CLASSIFICATION		
	Taxes Payable Year	2015	2016
1	Estimated Market Value:	455,000	470,000
	Homestead Exclusion:	10,700	19,200
	Other Exclusion/Deferral:		143,400
	Taxable Market Value:	444,300	307,400
	Class:	Res Hstd Ag Hstd	Ag Hstd
2	PROPOSED TAX		\$2,158.00
3	PROPERTY TAX STATEMENT Coming in March, 2016		
<p>The time to provide feedback on PROPOSED LEVIES is NOW It is too late to appeal your value without going to Tax Court</p>			

Proposed Property Taxes and Meetings by Jurisdiction for Your Property				
Contact Information	Meeting Information	Actual 2015	Proposed 2016	% Chg
State General Tax	No Public Meeting	\$ 0.00	\$ 0.00	
WASHINGTON COUNTY 14949 62ND ST N PO BOX 6 STILLWATER MN 55082 651-430-6175 www.co.washington.mn.us	DECEMBER 1, 2015 6:00 PM COUNTY BOARDROOM GOVERNMENT CENTER	977.99	631.90	
CITY OF AFTON PO BOX 219 AFTON MN 55001 651-436-5090 www.ci.afton.mn.us	DECEMBER 15, 2015 7:00 PM CITY HALL 3033 ST CROIX TRL S	881.68	617.40	
ISD 834 STILLWATER 1875 GREELEY ST S STILLWATER MN 55082 651-351-8321 www.stillwater.k12.mn.us	DECEMBER 3, 2015 6:30 PM STILLWATER CITY HALL 216 4TH ST N	Voter approved levies 460.06 Other Local Levies 802.10	324.34 490.82	
Metro Special Taxing Districts 390 ROBERT ST N SAINT PAUL MN 55101 651-602-1446 www.metrocouncil.org	DECEMBER 9, 2015 6:00 PM METROPOLITAN COUNCIL CHAMBERS 390 ROBERT ST N	45.56	28.75	
Other Special Taxing Districts	No Public Meeting	91.61	64.79	
Tax Increment Tax	No Public Meeting	0.00	0.00	
Fiscal Disparity Tax	No Public Meeting	0.00	0.00	
TOTAL Excluding Special Assessments		\$ 3,259.00	\$ 2,158.00	-33.8%

Exhibit D



Department of
Property Records
and Taxpayer Services

14949 62nd Street North - PO Box 6
Stillwater, MN 55082-0006
(651) 430-6175
www.co.washington.mn.us



TAXPAYER(S):
CHARLIE & DANIELLE WAMSTAD
1987 MANNING AVE S
AFTON MN 55001-9735



PROPERTY INFORMATION:

PIN: 18.028.20.22.0002

Property Address:

Property Description:

Section 18 Township 028 Range 020 THE SOUTH 771.08 FEET OF THE
NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 18,
TOWNSHIP 28 NORTH, RANGE 20 WEST, WASHINGTON COUNTY,

PROPOSED TAXES 2016
THIS IS NOT A BILL - DO NOT PAY

Step	VALUES AND CLASSIFICATION		
	Taxes Payable Year	2015	2016
1	Estimated Market Value:	250,000	250,000
	Homestead Exclusion:		100,700
	Other Exclusion/Deferral:		149,300
	Taxable Market Value:	250,000	149,300
	Class:	Ag Hstd	Ag Non-Hstd
2	PROPOSED TAX		\$1,280.00
3	PROPERTY TAX STATEMENT Coming in March, 2016		
<p>The time to provide feedback on PROPOSED LEVIES is NOW It is too late to appeal your value without going to Tax Court</p>			

Proposed Property Taxes and Meetings by Jurisdiction for Your Property			
Contact Information	Meeting Information	Actual 2015	Proposed 2016 % Chg
State General Tax	No Public Meeting	\$ 0.00	\$ 0.00
WASHINGTON COUNTY 14949 62ND ST N PO BOX 6 STILLWATER MN 55082 651-430-6175 www.co.washington.mn.us	DECEMBER 1, 2015 6:00 PM COUNTY BOARDROOM GOVERNMENT CENTER	343.17	460.23
CITY OF AFTON PO BOX 219 AFTON MN 55001 651-436-5090 www.ci.afton.mn.us	DECEMBER 15, 2015 7:00 PM CITY HALL 3033 ST CROIX TRL S	313.41	454.67
ISD 834 STILLWATER 1875 GREELEY ST S STILLWATER MN 55082 651-351-8321 www.stillwater.k12.mn.us	DECEMBER 3, 2015 6:30 PM STILLWATER CITY HALL 216 4TH ST N	Voter approved levies 33.39 Other Local Levies 205.29	55.43 240.78
Metro Special Taxing Districts 390 ROBERT ST N SAINT PAUL MN 55101 651-602-1446 www.metrocouncil.org	DECEMBER 9, 2015 6:00 PM METROPOLITAN COUNCIL CHAMBERS 390 ROBERT ST N	16.17	21.18
Other Special Taxing Districts	No Public Meeting	32.57	47.71
Tax Increment Tax	No Public Meeting	0.00	0.00
Fiscal Disparity Tax	No Public Meeting	0.00	0.00
TOTAL Excluding Special Assessments		\$ 944.00	\$ 1,280.00 35.6%

Exhibit D



DEPARTMENT OF THE TREASURY
INTERNAL REVENUE SERVICE
CINCINNATI OH 45999-0023

Date of this notice: 09-16-2013

Employer Identification Number:
46-3651507

Form: SS-4

Number of this notice: CP 575 B

TRADITIONAL VENTURES LLC
CHARLES WAMSTAD MBR
1987 MANNING AVE S
AFTON, MN 55001

For assistance you may call us at:
1-800-829-4933

IF YOU WRITE, ATTACH THE
STUB AT THE END OF THIS NOTICE.

WE ASSIGNED YOU AN EMPLOYER IDENTIFICATION NUMBER

Thank you for applying for an Employer Identification Number (EIN). We assigned you EIN 46-3651507. This EIN will identify you, your business accounts, tax returns, and documents, even if you have no employees. Please keep this notice in your permanent records.

When filing tax documents, payments, and related correspondence, it is very important that you use your EIN and complete name and address exactly as shown above. Any variation may cause a delay in processing, result in incorrect information in your account, or even cause you to be assigned more than one EIN. If the information is not correct as shown above, please make the correction using the attached tear off stub and return it to us.

Based on the information received from you or your representative, you must file the following form(s) by the date(s) shown.

Form 1065

04/15/2014

If you have questions about the form(s) or the due date(s) shown, you can call us at the phone number or write to us at the address shown at the top of this notice. If you need help in determining your annual accounting period (tax year), see Publication 538, *Accounting Periods and Methods*.

We assigned you a tax classification based on information obtained from you or your representative. It is not a legal determination of your tax classification, and is not binding on the IRS. If you want a legal determination of your tax classification, you may request a private letter ruling from the IRS under the guidelines in Revenue Procedure 2004-1, 2004-1 I.R.B. 1 (or superseding Revenue Procedure for the year at issue). Note: Certain tax classification elections can be requested by filing Form 8832, *Entity Classification Election*. See Form 8832 and its instructions for additional information.

A limited liability company (LLC) may file Form 8832, *Entity Classification Election*, and elect to be classified as an association taxable as a corporation. If the LLC is eligible to be treated as a corporation that meets certain tests and it will be electing S corporation status, it must timely file Form 2553, *Election by a Small Business Corporation*. The LLC will be treated as a corporation as of the effective date of the S corporation election and does not need to file Form 8832.

To obtain tax forms and publications, including those referenced in this notice, visit our Web site at www.irs.gov. If you do not have access to the Internet, call 1-800-829-3676 (TTY/TDD 1-800-829-4059) or visit your local IRS office.

Exhibit D

Permit Application

VALLEY BRANCH WATERSHED DISTRICT
PERMIT APPLICATION

TO BE COMPLETED BY VBWD:

Permit Number _____
Permit Fee Received _____
Date Received _____

Return application to
John Hanson
Barr Engineering Co.
Engineers for the Valley Branch Watershed District
4300 MarketPointe Drive
Bloomington, MN 55435



A permit fee shall accompany this permit, unless waived by the Board of Managers. (Governmental bodies are not required to pay a fee.)

Project Information			
Project Name	1987 Manning Avenue Driveway Move		
Location (street address, if known; otherwise major intersection)	12xxx 22nd Street South		
City or Township	Afton		
Parcel Identification Number (if known)	18.028.20.22.0005 & 18.028.20.22.0002		
Section, Township, Range (if known)	Section: 7 & 18	Township: 28N	Range: R20W
Project Timeline Estimate: 1 Week	Start: 05-2016	Complete: 05-2016	
Project Contacts			
	Applicant	Authorized Agent	Owner (if different than applicant)
Name	Charlie Wamstad		
Company (if applicable)			
Address	1987 Manning Avenue S		
City, State, Zip	Afton, MN 55001		
Phone	715-307-3504		
Email	charlie.wamstad@gmail.com		

Once a Valley Branch Watershed District permit has been approved, the permit conditions will be attached to the back of this form.

By signing this permit application, the permit applicant, his/her agent, and owner (hereinafter "Permittee") shall abide by all the conditions set by the Valley Branch Watershed District (VBWD). All work which violates the terms of the permit by reason of presenting a serious threat of soil erosion, sedimentation, or an adverse effect upon water quality or quantity, or violating any rule of the VBWD may result in the VBWD issuing a Stop Work Order, which shall immediately cause the work on the project related to the permit to cease and desist. All work on the project shall cease until the permit conditions are met and approved by the VBWD representatives. In the event Permittee contests the Stop Work Order issued by the VBWD, Permittee shall attend a VBWD Board of Managers meeting and discuss the project. Any attorney fees, costs, or other expenses incurred on behalf of the VBWD in enforcing the terms of the permit shall be the sole expense of the permit applicant. Costs shall be payable from the permit applicant's permit fee. If said fees exceed the permit amount, the Permittee shall have ten (10) days from the date of receipt of the invoice from the VBWD to pay for the cost incurred in enforcing the permit, by which to pay the VBWD for said costs. If costs are not paid within the ten (10) days, the VBWD will draw on the permit applicant's surety. The Permittee agrees to be bound by the terms of the final permit and conditions required by the VBWD for approval of the permit. The permit applicant further acknowledges that he/she has the authority to bind the owner of the property and/or any entity performing the work on the property pursuant to the terms of the VBWD permit, and shall be responsible for complying with the terms of the VBWD permit.

Signatures (Required):

	Applicant	Authorized Agent	Owner (if different than applicant)
Signature			
Date	1-14-2016		



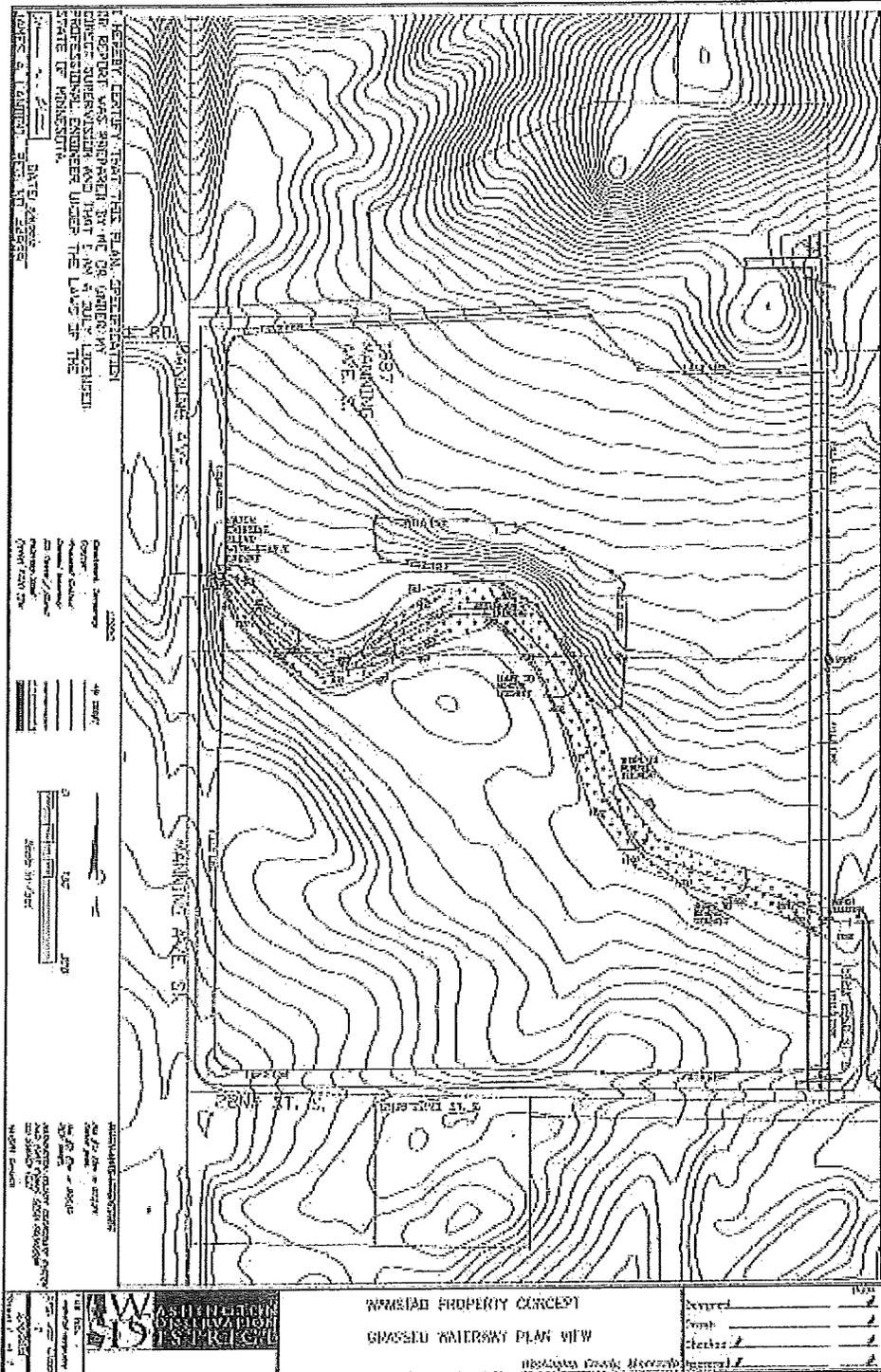
DAVID BUCHECK • LINCOLN FETTER • DALE BORASH • JILL LUCAS • EDWARD MARCHAN

VALLEY BRANCH WATERSHED DISTRICT • P.O. BOX 838 • LAKE ELMO, MINNESOTA 55042-0538

www.vbwd.org

Exhibit E - 12 pages

WCD Topo Map - Driveway



18" width
18" width

48" x 12"
concrete

18" width

UAAR®

Google Earth



County GIS

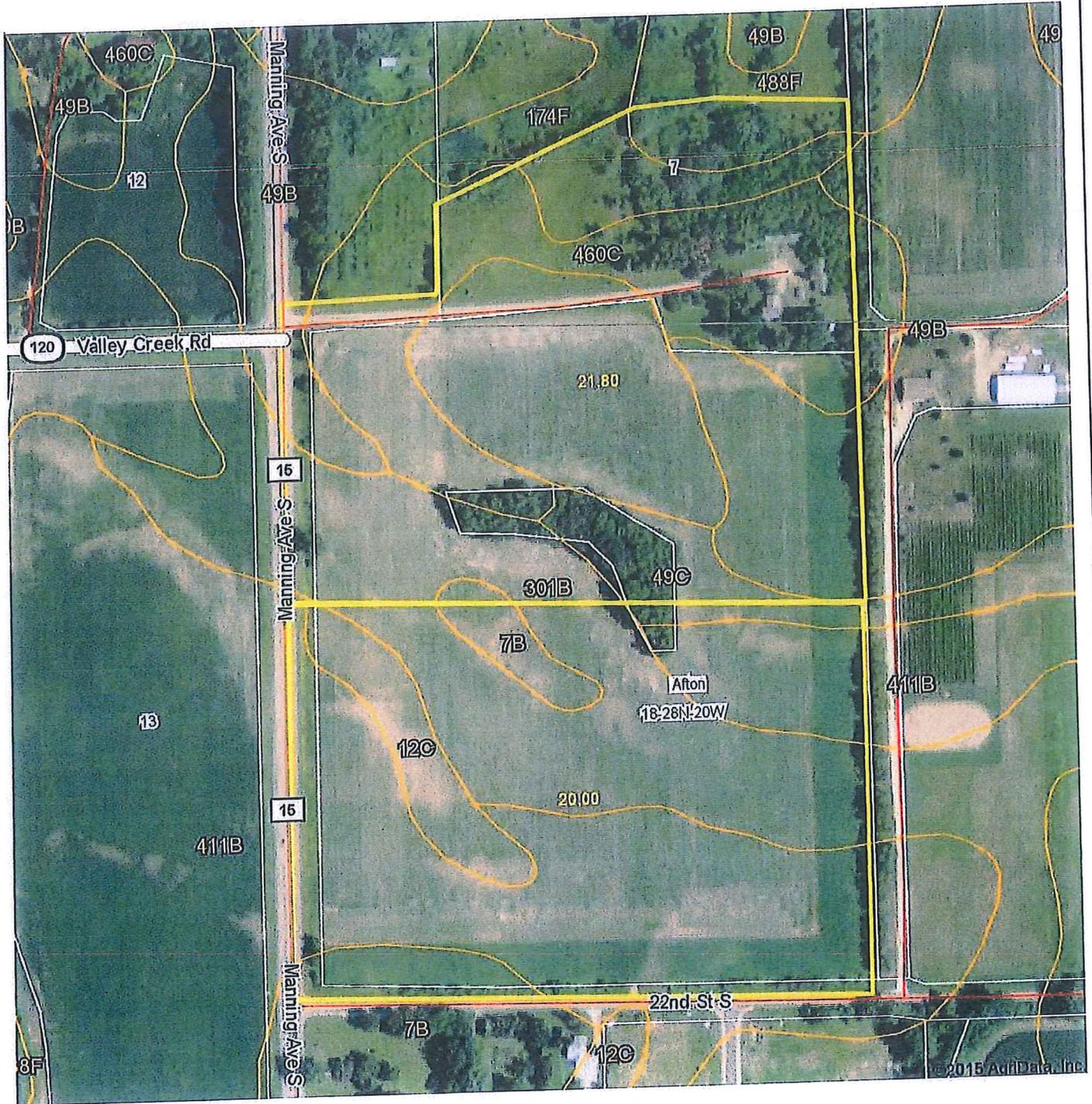


UAAR®

Driveway Distance



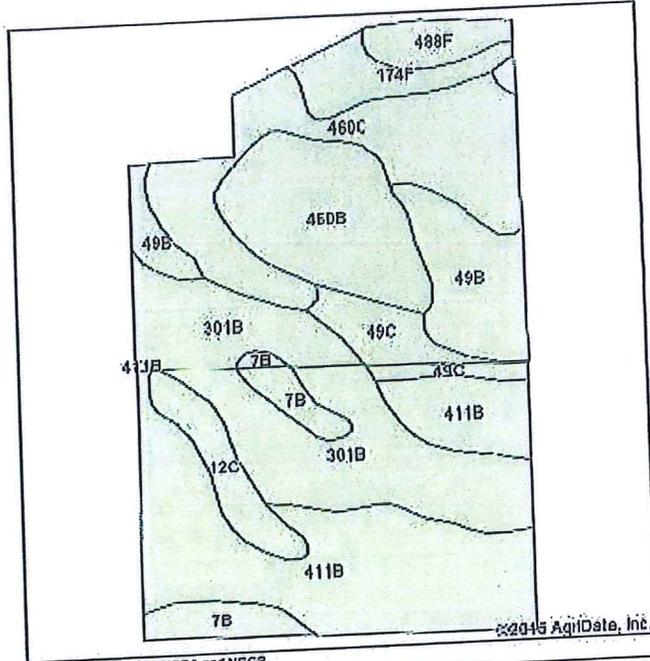
Aerial 41.8 Acres



UAAR®

Soils 41.8 Acres

Soil Map



State: Minnesota
 County: Washington
 Location: 18-20N-20W
 Township: Afton
 Acres: 41.8
 Date: 1/13/2016



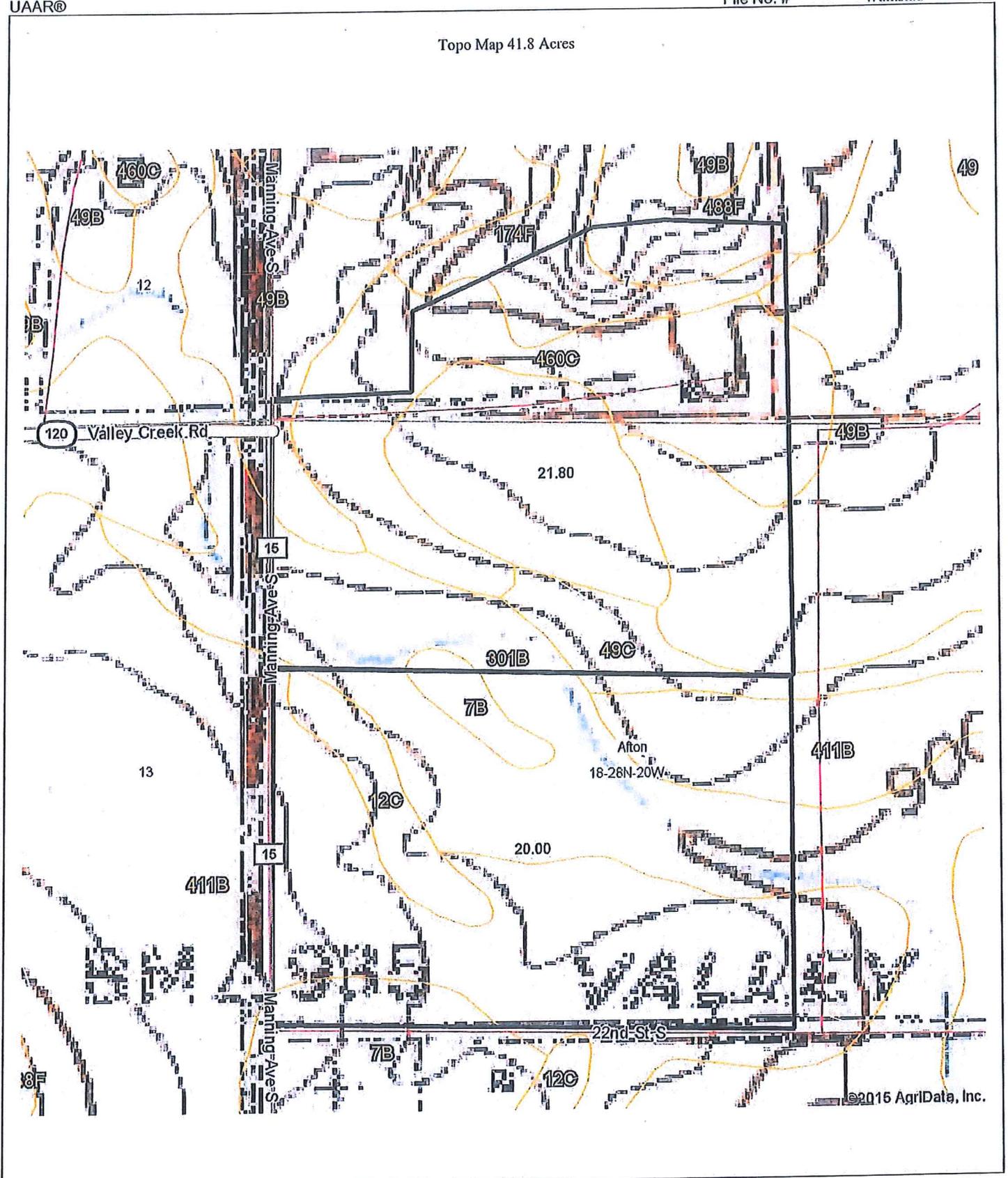
Soils data provided by USDA and NRCS.

Area Symbol: MN163, Soil Area Version: 1D		Acres	Percent of field	Non-Irr Class %c	Irr Class %c	Productivity Index	Atlatla hay	Corn	Com Irrigated	Oats	Boybeans	Boybeans irrigated	
411B	Waukegan sil loam, 2 to 6 percent slopes	10.63	25.4%	IIIe		75	3.8	137		75	41		
301B	Lindstrom sil loam, 2 to 4 percent slopes	8.63	20.6%	IIIe		59	4.2	181		85	54		
460C	Boylston sil loam, 6 to 12 percent slopes	6.36	15.2%	IIIe		67	3	123		55	37		
46DB	Boylston sil loam, 1 to 6 percent slopes	4.93	11.8%	IIIe		72	3.5	132		65	40		
49B	Anluga sil loam, 2 to 6 percent slopes	3.62	8.7%	IIIe	IIIe	65	3.5	119		75	35		
7B	Hubbard loamy sand, 1 to 6 percent slopes	1.73	4.1%	0/3	IV/5	36	3	66	172	55	20	50	
49C	Anluga sil loam, 6 to 12 percent slopes	1.73	4.1%	IIIe	IIIe	53	3	115		65	35		
174F	Gale sil loam, 25 to 50 percent slopes	3.61	8.6%	VIIe		9							
12C	Emmert gravelly loamy coarse sand, 3 to 12 percent slopes	1.59	3.8%	VIS		21	1.8			20			
488F	Brodale faggy loam, 20 to 50 percent slopes	1.08	2.6%	VIS		5							
Weighted Average							68	3.4	120.9	7.1	65.1	87.2	2.1

Area Symbol: MN163, Soil Area Version: 1D
 *c: Using Capabilities Class Dominant Condition Aggregation Method

Soils data provided by USDA and NRCS.

Topo Map 41.8 Acres

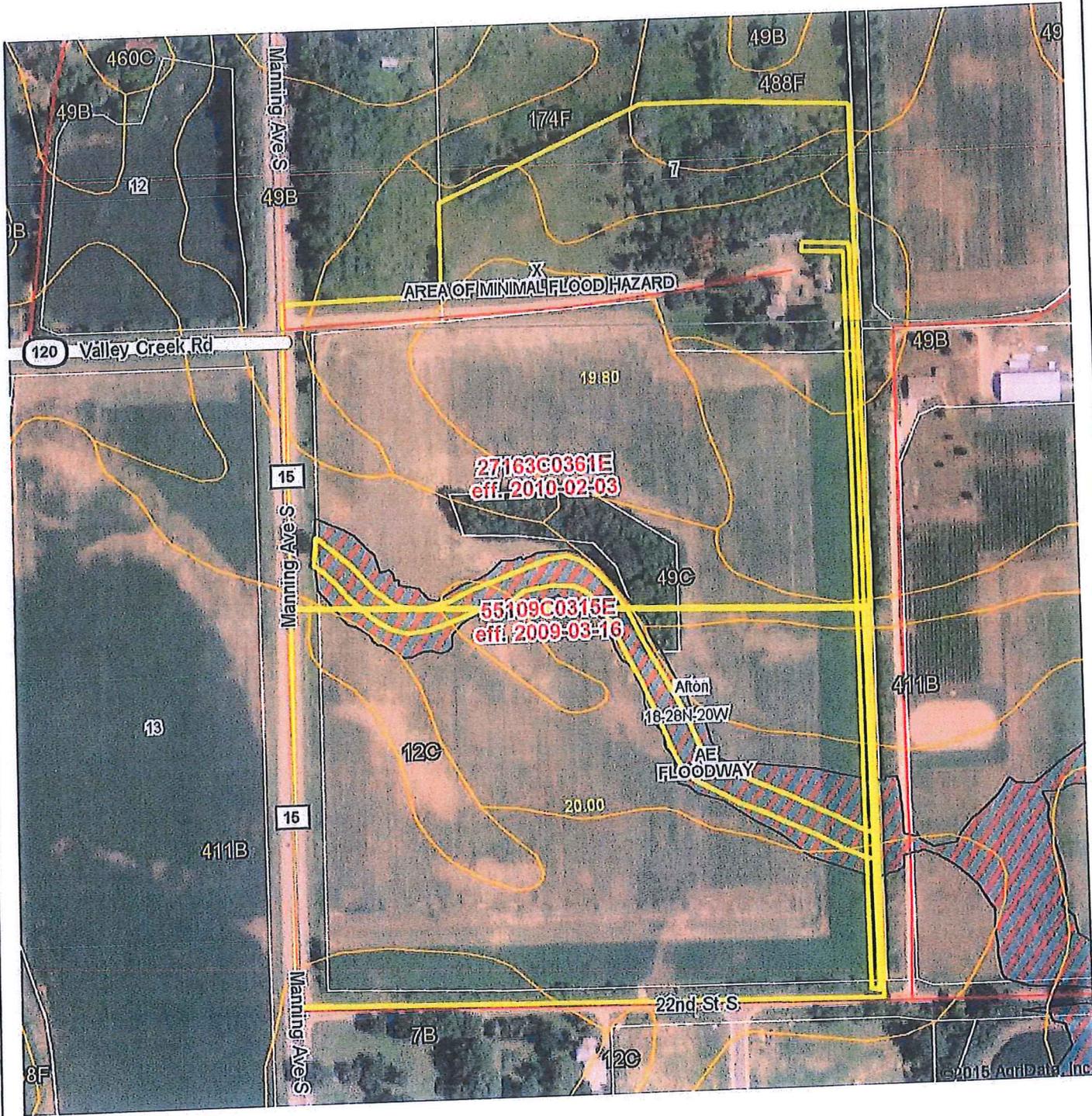


©2015 AgriData, Inc.

Driveway County GIS MAP



Aerial Driveway



©2015 AgriData, Inc.

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

Meeting Date February 16, 2016

Council Action Memo

To: Mayor Bend and Members of the City Council
From: Ron Moorse, City Administrator
Date: February 9, 2016
Re: Washington County Updated Subsurface Sewage Treatment System Ordinance

Washington County adopted an updated Subsurface Sewage Treatment System (SSTS) ordinance in April of 2015. When the County adopts an updated SSTS ordinance, the City has one year to adopt the new ordinance, adopt its own ordinance, or default to the County's ordinance. The City commonly adopts the County's ordinance by reference. Because the full updated SSTS ordinance is 98 pages, the full ordinance is available on the website under "Planning Commission", then "Reference Materials", rather than being provided as a hardcopy. Attached is a memo from Jeff Travis of Washington County Public Health outlining the significant changes to the ordinance. Also attached is the updated ordinance language regarding the land spreading of septage.

The allowance of the land spreading of septage is a significant revision to the SSTS ordinance. The land spreading of septage is allowed to occur using three methods: surface application with incorporation within six hours, pre-treatment with lime prior to surface application, and injection directly into the soil. The ordinance also provides that no permits for land application of septage will be approved by Washington County without approval by the City.

Ordinance Language Inconsistency

The Planning Commission, in its review of the updated septic ordinance, noticed an inconsistency between the 6 hour septage incorporation timeline and the 48 hour timeline in Table XII. Attached is an email from Girard Goder of Washington County addressing the inconsistency. His email indicates these are not conflicting timelines, in that the 6 hour timeline is for septage that has not been treated with lime. The 48 hours is for septage that has been treated with lime. Because this table has created some confusion, it will be replaced during the next ordinance revision (likely not for at least a few years).

Planning Commission recommendation:

The Planning Commission, on a vote of 9-0-0, recommended adoption of the updated Washington County SSTS ordinance by reference.

COUNCIL ACTION REQUESTED:

Motion regarding the adoption of the updated Washington County SSTS ordinance by reference.



Department of Public
Health and Environment

Lowell Johnson
Director

David Brummel
Deputy Director

MEMORANDUM

Date: July 16, 2015
To: Ron Morse, Afton City Administrator
From: Jeff Travis, Senior Program Manager
Re: Changes in Washington County SSTS Ordinance #196

In March 2011 and January 2014, the Minnesota Pollution Control Agency (MPCA) published revisions to Minnesota Rules, Chapter 7080 through 7083, governing Subsurface Sewage Treatment Systems (SSTS). Washington County is required to revise and implement an SSTS Ordinance in compliance with Chapter 7080, 7081, 7082, and 7083. The Washington County Development Code, Chapter Four, Individual Sewage Treatment System Regulations (Washington County Ordinance #179) was recently updated on April 28, 2015. Municipalities within Washington County with SSTS programs must adopt SSTS ordinances as strict as Washington County Ordinance #196 by April 28, 2016.

Below is a listing of the major changes to the SSTS Ordinance incorporated in the April 28, 2015 revision.

Administrative Changes

1. Compliance criteria.

- Systems deemed as *Imminent Public Health Threats* have been redefined to match State Rules. As such, cesspools have been reclassified as *Failing to Protect Groundwater*.
- Replacement timeframes for noncompliant systems have been changed to allow homeowners and installers a more reasonable amount of time to carry out the replacement.
 1. Systems that are *Imminent Public Health Threats*, for example seepage onto the ground or back up into a dwelling, must be mitigated or taken out of service as soon as possible but no longer than 10 days. The required timeline for replacing such systems once the imminent threat has been resolved has been changed from 30 days to 90 days.
 2. Systems that are *Failing to Protect Groundwater*, for example a cesspool or a system that is too close to groundwater level but which are not imminent health threats, are a lower risk. The required timeframe for replacing this type of system has been changed

Government Center • 14949 62nd Street North — P.O. Box 6, Stillwater, Minnesota 55082-0006
Phone: 651-430-6655 • Fax: 651-430-6730 • TTY: 651-430-6246

Service Centers also located in Cottage Grove and Forest Lake

www.co.washington.mn.us

from 90 days to 6 months, with the possibility of a one-time six month extension on a case-by-case basis due to extenuating circumstances. Homeowners must demonstrate that reasonable efforts were expended to resolve non-compliance to be eligible for an extension.

- Requires a Management Plan to accompany a Compliance Inspection Report.
2. Dispute resolution for systems found to be non-compliant
 - If documentation exists that a system was compliant at time of installation, the system will be allowed to remain in place as long as it does not pose an imminent threat to public health and the environment, or is a cesspool, leaching pit or drywell.
 3. Maintenance (Pumper) Reporting Criteria
 - Reporting time is reduced from 12 months to 90 days.
 - Also requires maintainers to pay for compliance reports prior to tank maintenance thereby streamlining the reporting process.
 - Will reduce confusion for homeowners and improve data management.
 4. Operating Permits
 - Repeal the requirement to obtain an operating permit for Type III Systems (non-standard systems on sites with poor soil conditions), holding tanks and hazardous waste generators on SSTS.

New Requirements

Changes that are stricter than state rules and are new to the county SSTS Program in this revision.

5. Land Application of Domestic Septage
 - The ordinance will incorporate oversight of land spreading activities in compliance with federal regulations and state guidelines.
 - Allows Department to assess site suitability and monitor application.
 - Requires department approval prior to land spreading of septage.
 - Implements policy outlined in the Groundwater Plan and protects water resources.
 - Requires that prospective septage land applicators receive approval from the local municipality. The Department will not issue permits for land application of domestic septage without documentation of city/township approval.

SECTION 23 LAND APPLICATION OF SEPTAGE**23.1 Allowed Septage Application**

This section applies to land application domestic septage only.

23.2 Permits and Licenses Required

- (1) A Permit from this Department is required for each parcel of land to which septage is applied.
- (2) Land spreading must be conducted by a licensed maintainer business.

23.3 Permit Application

- (1) An application for a Permit to land apply septage on a specific parcel of land shall be made to the Department on forms provided by the Department. At a minimum the application must contain the following information: The geocode for the proposed receiving site;
- (2) The name and address of the landowner;
- (3) A signed copy of the agreement with the landowner for land application on the specified parcel of land;
- (4) A map to scale of the parcel showing the exact location within the parcel where land application is being proposed;
- (5) Soils information at each land application site. Soil information shall include soil observation logs and a soil survey map of each site;
- (6) Information regarding the nutrient suitability for land application of the proposed site, including current soil nutrient levels and proposed nutrient loading rates;
- (7) Information regarding the drainage, slope, absorption rates, and separation distance from saturated soil conditions, bedrock, or other restrictive layer of the proposed site.
- (8) The proposed application rates, volumes of septage to be applied, method of application, incorporation, date(s) of application and limiting conditions to application;
- (9) The cover crop and/or proposed cropping information;
- (10) A description of the pathogen and vector control methods to be used;
- (11) A description of how public access to the site will be controlled;
- (12) Documentation from the local unit of government indicating that the proposed activity is allowed.

23.4 Duration of Permit

A Permit shall be valid for a period of no longer than two years from the date of issuance.

23.5 Maximum Volume

The maximum volume of septage that can be applied to each acre of land in each land application site must be determined using the following equation:

$$AAR = N / 0.0026$$

Where:

AAR = Annual Application Rate in gallons per acre per 365 days

N = amount of Nitrogen in pounds per acre per 365 days needed by the crop or vegetation to be grown on the land

The maximum allowable volume of domestic septage shall also take into account any nitrogen fertilizer applied in association with the septage.

23.6 Requirements for Land Application Sites

To be approved as a site for land application of domestic septage, the following minimum requirements must be met:

- (1) The site shall:
 - (A) Be a non-public site;
 - (B) Not be in a shoreland area;
 - (C) Be located in an Agricultural Zoning District. No land application is allowed in residential, institutional or commercial/industrial zones;
 - (D) Contain soils that are not rapidly permeable at the application depth;
 - (E) Not be located in a floodway or floodplain;
 - (F) Not contain slopes greater than 12 percent; and
 - (G) Not be classified as Very High Sensitivity or High Sensitivity of groundwater pollution according to the "Prairie du-Chien-Jordan Aquifer" map (Plate 6) of the Geologic Atlas of Washington County (1990), developed by the Minnesota Geologic Survey of the University of Minnesota. The Geologic Atlas of Washington County (1990) is incorporated by reference, and is not subject to frequent change.
- (2) Unless limed, septage shall either be injected or incorporated within six hours of surface application to a minimum depth of six inches. No significant amount of septage shall be present at the land surface after septage is injected or incorporated.
- (3) Be protected from unauthorized access.
- (4) Septage shall not be applied such that ponding or runoff occurs.
- (5) Septage must not be applied unless the soil has dried adequately from previous applications or rainfall so that ponding does not occur.
- (6) Septage shall not be applied by spray irrigation or other methods that will cause aerosols to drift from the application site.

23.7 Soil Suitability

For the land application site to be suitable, the soil on the site must meet the following requirements:

- (1) Have medium or fine surface textures with a soil hydraulic loading rate less than or equal to 0.78 gpd/ft² (percolation rate slower than 5 minutes per inch). Land application must not be performed on sand or peat surface textures;
- (2) Have a three foot vertical separation from the application depth to saturated soil conditions or bedrock;
- (3) Have six inches of available water holding capacity between the application depth and saturated soil conditions or bedrock;
- (4) Have at least one horizon in the upper five feet that has a soil hydraulic loading rate less than 0.6 or fine sand (percolation rate slower than 10 minutes per inch).

Table X

Daily surface application rates of domestic septage on non-frozen, non-snow covered sites	
Soil Texture	Maximum Daily Application Rates - Gallons/Acre/Day
Coarse Sand, Sand, Loamy Coarse Sand	0
Fine Sand, Very Fine Sand, Loamy Sand, Loamy Fine Sand, Loamy Very Fine Sand	10,000
Sandy Loam, Coarse Sandy Loam, Fine Sandy Loam, Very Fine Sandy Loam, Loam, Silt Loam, Silt	10,000
Sandy Clay Loam, Clay Loam, Silty Clay Loam, Sandy Clay,	10,000
Silty Clay, Clay	0

23.8 Required Application Methods

- (1) Land application methods must comply with Code of Federal Regulations (CFR) 40, Part 503 for pathogen reduction, vector attraction, and for maximum volume of septage that may be applied to any site during a 365 day period.
- (2) When soils are snow covered or frozen, the application rate is limited to 10,000 gallons per acre or less, and application is only allowed on slopes of 2 percent or less. Each area of the site may only be covered once.
- (3) Septage must not be applied on areas with ponding water.
- (4) Land application sites shall not be used for crops for direct human consumption unless the waiting periods on Table XI below are followed:

Table XI

Restricted Activity	Waiting Period
Food crops whose harvested part may touch the soil/septage (melons, squash, tomatoes, etc.)	14 months
Food crops with harvested parts below the surface (potatoes, carrots, etc.)	38 months
Feed, food, or fiber crops that do not touch the soil surface (field corn, sweet corn, hay, flax, etc.)	30 days
Turf harvest	1 year
Grazing of animals	30 days
Public access to land	
High potential for exposure	1 year
Low potential for exposure	30 days

23.9 Slope Restrictions

Slope	Surface Application	Incorporated within 48 hours	Frozen Soil	Injected
<2%	Allowed	Allowed	Allowed	Allowed
2-6%	Allowed	Allowed	Not Allowed	Allowed
6-12%	Not Allowed	Allowed	Not Allowed	Allowed
>12%	Not Allowed	Not Allowed	Not Allowed	Conditionally Allowed*

*The Department may approve land application of domestic septage through injection on sites previously used for crop production with slopes exceeding twelve percent (12%) on a case-by case basis. The Department may impose any conditions necessary to protect public health, public safety and the environment.

6 hours?

23.10 Setback Requirements

Table XII

		Setback Distances in Feet		
		Surface Application	Incorporated within 48 hours	Injected
Private drinking water well		200		
Public drinking water well*		1000		
Irrigation well		50	25	25
Occupied building (residences)		200	200	100
Residential developments		600	600	300
Commercial subdivision		600	600	300
Recreation area		600	600	300
Public contact sites		600	600	300
Property line		50	50	50
Road right-of-way		50	50	50
Down gradient lakes, rivers, streams, wetlands, intermittent streams, or tile inlets connected to these surface water features**, and sinkholes.	Slope 0 % to 6 %	200	50	50
	Slope 6 % to 12 %	Not Allowed	100	100
	Winter (0 % to 2 %)	600	Not Applicable	Not Applicable
Grassed Water Ways***	Slope 0 % to 6 %	100	33	33
	Slope 6 % to 12 %	Not Allowed	33	33
Shoreland Area		Not Allowed	Not Allowed	Not Allowed

*There may be special requirements if the land application site is within a wellhead protection area.

**Intermittent stream means a drainage channel with definable banks that provides for runoff flow to any of the surface waters listed in the above table during snow melt or rainfall events.

***Grassed waterways are natural or constructed and seeded to grass as protection against erosion. Separation distances are from the centerline of grassed waterways. For a grassed waterway which is wider than the separation distances required, application is allowed to the edge of the grass strip.

23.11 Reporting Requirements

The permittee must submit to the Department an annual report. The reporting year will run from September 1 of each year through August 31 of the following year. Such report shall be submitted to the Department no later than November 1 of each year. The following information is required to be included in the report:

- (1) *Daily land application activities, including, but not limited to:*
 - (A) Each site where septage was applied, the date of application, permit number for the site, and Geocode of the site;
 - (B) The exact location on the site septage was applied, and the number of acres which received septage;
 - (C) The total volume of septage applied to each land application site;
 - (D) The method of application used for each land application site;
 - (E) Vector attraction reduction and pathogen reduction method used. If lime stabilization is used, records must indicate the pH of each load;
 - (F) A description of any additional management practices and site restrictions that were used.
- (2) Any other analysis of information as required by the Department in the Permit.

From: Girard Goder
Sent: Tuesday, January 05, 2016 11:13 AM
To: Jeff Travis
Subject: RE: Summary of Updated Septic Ordinance

Initially these two requirements (incorporation within 6 hours and incorporation within 48 hours) appear incongruent but in actuality they are independent, and non-conflicting, requirements. Referring back to the presentation on Dec. 7th, all septage applied to agricultural land must be applied in one of three methods: injection (literally injecting the septage below the surface of the ground under pressure), incorporation (spreading the septage on the ground surface and subsequently tilling into the soil within six hours) or spread on the ground surface with no further action (if, and only if, the septage has been treated with lime to kill pathogens).

Table XII establishes setback distances for where septage application is allowed. This table was taken directly (with several county-specific additions) from the 2002 state guidelines. The "Incorporate within 48 hours" category was not intended to apply to regular incorporated septage (as this would require incorporation within six hours of application) but to limed septage that had been surface applied and which was subsequently incorporated (which is not required). The provision would allow for applicators to spread on more land (through the reduction of setback distances) if going beyond what the regulations required (i.e. incorporating limed septage) while still being protecting of public health.

However, after the county SSTS ordinance was adopted in April 2015, the Minnesota Pollution Control Agency revised the guidelines for the land application of septage and modified this column of the table for two reasons: first, this apparent contradiction in incorporation time (six hours vs. 48 hours) was almost universally confusing and second, it was determined that there was minimal use by the applicators to use this provision to increase the area of land on which they were allowed to apply septage. The August 2015 state guidelines are now clearer than previous versions in that there is now a column for each allowed application method (surface application, incorporation within six hours and injection).

From: Ron Moore [<mailto:rmoorse@ci.afton.mn.us>]
Sent: Tuesday, January 05, 2016 9:14 AM
To: Jeff Travis
Subject: RE: Summary of Updated Septic Ordinance

Jeff,

As our Planning Commission was reviewing the updated SSTS ordinance, they noticed that, in Table XII on page 85 there is a column with the language "Incorporated within 48 hours". In other information you provided, the septage needs to be incorporated within 6 hours. Please clarify these two different incorporation times.

Thanks,
Ron



engineering · planning · environmental · construction

477 Temperance Street
 St. Paul, MN 55101
 Tel: 651-286-8450
 Fax: 651-286-8488

Memorandum

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

From: *Diane Hankee, PE, City Engineer*

Date: *February 16, 2016*

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

1. 33rd Street Design and Easement

We are working on revisions to 33rd Street layout and the relation to the proposed easement from the south property. The cost to prepare the easement documentation is estimated at \$3,800.00

Action: Authorize WSB and Associates to prepare easement documentation in the amount of \$3,800.00

2. Order the Project, Approve Plans and Specifications and Authorize Advertisement for Bids for the Downtown Village Improvement Project

Action: Consider Resolution 2016-12 Ordering the Project, Approving Plans and Specifications and Authorizing Advertisement for Bids for the Downtown Village Improvement Project.

3. Levee Approval – Permitted Aesthetic Items

Proposed items to on the levee are being included in the submittal to the USACE with the approval process. Staff will provide a layout for Council consideration.

Action: Provide staff direction

4. Approve Agreement with American Engineering Testing, Inc. for inspection and testing services for the construction of Levee improvements as part of the Downtown Village Improvement Project

During the construction of the levee improvements for the upcoming Downtown Village Improvement Project, a professional inspection and testing firm is required to ensure construction conforms to the plans and specifications. American Engineering Testing, Inc. is uniquely qualified to perform these services as they designed the levee portion of the project and prepared the geotechnical evaluation report.

Action: Approve agreement with American Engineering Testing, Inc. in the not to exceed amount of \$23,655 to perform inspection and testing services.

5. Approve Agreement with American Engineering Testing, Inc. for geotechnical services to repair the Pennington Avenue Slope Failure.

The east roadway embankment along Pennington Avenue is experiencing slope failure. An approximately 50 to 100 feet section of embankment that supports Pennington Drive has experienced sloughing of the exposed slope face. The services of a professional geotechnical engineering firm are required to prepare a mitigation plan to stabilize the slope movements.

Action: Approve agreement with American Engineering Testing, Inc. in the not to exceed amount of \$5,000 for the preparation of a geotechnical report.

If you have any questions, please contact me at 651-286-8479 or dhankee@wsbeng.com.

RESOLUTION 2016-12

CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

**A RESOLUTION ORDERING IMPROVEMENTS, APPROVING PLANS AND SPECIFICATIONS
AND AUTHORIZING ADVERTISEMENT FOR BIDS FOR THE
DOWNTOWN VILLAGE IMPROVEMENT PROJECT**

- WHEREAS,** a Resolution adopted by the City Council on May 21, 2013, called for the City Engineer to prepare a feasibility study for the Afton Downtown Village Improvement Project. The nature of the improvements included flood levee and flood wall, new sanitary sewer facilities, lift stations, roadway improvements, and drainage improvements; and,
- WHEREAS,** such feasibility report was received by the City Council at the April 15, 2014, regular City Council meeting; and,
- WHEREAS,** a motion of the City Council adopted on February 3, 2015, fixed a date for a Public Hearing on the proposed improvements to be held on February 24, 2015; and,
- WHEREAS,** ten days' mailed notice and two weeks' published notice of the hearing was given, and the hearing was held on the 24th day of February, 2015, at which time all persons desired to be heard were given an opportunity to be heard thereon; and,
- WHEREAS,** pursuant to direction by the Council on April 15, 2014, WSB and Associates, Inc. has prepared plans and specifications for the improvements of the Downtown Village and has presented such plans and specifications to the Council for approval.

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

1. Such improvements are necessary, cost-effective, and feasible as detailed in the feasibility report.
2. Such improvements are hereby ordered as outlined in the Feasibility Report adopted the April 15, 2014.
3. Such plans and specifications are hereby approved, a copy of which is on file at City Hall, titled Downtown Village Improvement Project and dated February 16, 2016.
4. Authorizes and directs WSB and Associates, Inc. to advertise for bids, provide construction observation, and close out the project once it is complete.

THE CITY COUNCIL FURTHER RESOLVES THAT, the City Clerk shall prepare and cause to be inserted in the official paper and in Finance and Commerce an advertisement for bids for the making of such improvement under such approved plans and specifications. The advertisement shall be published for a minimum of two weeks, shall specify the work to be done, shall state that bids will be received by the Clerk, at which time they will be publicly opened at the City Hall by the City Clerk and Engineer, will then be tabulated, and will be considered by the Council in May, 2016, in the Council Chambers of Afton City Hall. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the Council on the issue of responsibility. No bids will be considered unless sealed and filed with the Clerk and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the City of Afton for five (5) percent of the amount of such bid.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 16th DAY OF FEBRUARY
2016.**

SIGNED:

Richard Bend, Mayor

RESOLUTION 2016-12

ATTEST:

Ronald J. Moorse, City Administrator

Motion by:

Second by:

Palmquist:

Richter:

Ross:

Nelson:

Bend:



PROPOSAL FOR PROJECT TESTING SERVICES

AET PROPOSAL No. 20-13919

JANUARY 18, 2016

American Engineering Testing, Inc. (AET) has been requested to provide a proposal for Project Testing Services for the referenced project by Nick Guilliams from WSB & Associates, Inc. on January 7, 2016.

Project: Afton Levee Improvements
Address: Afton, Minnesota

Our Client: WSB & Associates, Inc.
Address: 477 Temperance Street
St. Paul, Minnesota 55101

Project Mgr: Nick Guilliams

PROJECT INFORMATION

We understand the proposed construction will include improvements to the existing levee system in the City of Afton, Minnesota. The current levee consists of two separate reaches. Reach 1 starts at the intersection of Pike Avenue South and Afton Boulevard South on the north end and extends south approximately 2,000 feet to the north bank of Kelle's Coulee on south end. Reach 2 extends south of Kelle's Coulee and will be removed as part of the levee improvement project.

The existing levee height along Reach 1 varies from 3 to 12 feet. The top width varies from 9 to 12 feet. The riverside slope is approximately 3 horizontal to 1 vertical. The landside slope varies from 4 to 5 horizontal to 1 vertical.

Several new improvements to the existing levee will be constructed. These include:

- New fill placement to raise the grade a maximum of 5 feet to meet minimum freeboard requirements.
- A new opening in the levee in-line with 33rd Street to provide access to the marina with a log stop flood control structure.
- New storm water retention ponds north of the levee and on the landside central portion of the levee.
- New sanitary and storm sewer within portions of the north ½ of the levee.
- A new trail along the top of the levee.

We understand that WSB will have a full-time site representative who will monitor the installation and coordinate our services. The majority of the levee construction is scheduled to take place from April through November 2016.



SCOPE OF SERVICES

Based on discussions with you, and our review of the available plans and specifications, our anticipated scope of services is outlined below. We have only been requested by you to provide soil testing and consultation services during levee construction.

Soil Observations and Testing for Levee Improvements:

During placement of fill to raise grade and in the utility trench excavations and wall backfill for the levee, an experienced Engineering Technician will visit the site on a will-call basis to test the compaction of the fill. The technician will perform the following services:

- In-place field density tests to evaluate the compaction of the fill soils using the nuclear density gauge or sand cone method.
- Standard Proctor tests for each different type of fill encountered at the test locations.
- Obtain samples of sand fill and drainage aggregate for sieve analysis tests.

The results of our tests will be reported to your project personnel during each site visit. Periodic written reports presenting the results of the tests will be provided, generally on a weekly basis.

Project Management and Coordination:

- Consultation with AET principal engineer (Mr. Jim Rudd, PE).
- Project management and supervision of AET personnel/activities by Senior Engineer (Mr. Ryan Schmidt, PE).
- Issue periodic reports presenting the results of our observations and testing, as well as a final summary report.

FEEES

All services will be invoiced on a unit cost basis according to the attached Fee Schedule. Our estimated total cost is \$23,655. Our invoices will be determined by multiplying the number of tests, hours, or other units accumulated each billing period by their respective unit rates.

We caution that this is only an estimated cost. Often, variations in the overall cost of the services occur due to reasons beyond our control, such as weather delays, changes in the contractor's schedule, unforeseen conditions or retesting services. These variations will affect the actual invoice totals, either increasing or decreasing our total costs for the project from those estimated in this proposal. If more time or tests are required, additional fees may be needed to complete the project testing services. If less time or tests are needed, a cost savings will be realized. We will not, however, exceed the estimated total cost for the project without first obtaining your authorization.

WSB & Associates, Inc.
Proposal for Project Testing Services
AET Proposal No. 20-13919
January 18, 2016
Page 3 of 3



TERMS AND CONDITIONS

All AET Services are provided subject to the Terms and Conditions set forth in the enclosed Service Agreement—Terms and Conditions, which, upon acceptance of this proposal, are binding upon you as the Client requesting Services, and your successors, assignees, joint venturers and third-party beneficiaries. Please be advised that additional insured status is granted upon acceptance of the proposal.

ACCEPTANCE

AET requests written acceptance of this proposal in the Proposal Acceptance box below, but the following actions shall constitute your acceptance of this proposal together with the Terms and Conditions and Amendments: 1) issuing an authorizing purchase order for any of the Services described above, 2) authorizing AET's presence on site or 3) written or electronic notification for AET to proceed with any of the Services described in this proposal. Please indicate your acceptance of this proposal by signing below and returning a copy to us. When you accept this proposal, you represent that you are authorized to accept on behalf of the Client.

REMARKS

Thank you for this opportunity to submit our proposal. If you have any questions or need any additional information, please call me at (651) 789-4657 or email me at rschmidt@amengtest.com.

SIGNATURES

AET Representative:

Ryan F. Schmidt, PE
Senior Engineer

January 18, 2016

Date

WSB Acceptance:

Nick Guilliams
Senior Project Manager

Date

Reviewed By:

James C. Rudd, PE
Vice President/Principal Engineer

Attachments:

Fee Schedule
Construction Service Agreement

**FEE SCHEDULE
 PROJECT TESTING SERVICES
 AFTON LEVEE IMPROVEMENTS
 AFTON, MINNESOTA
 AET PROPOSAL No. 20-13919**



SERVICE DESCRIPTION	PROJECT BUDGET		
	ESTIMATED UNITS	UNIT RATE	BUDGET AMOUNT
<i>Soil Compaction Testing</i>			
1. Staff Engineer I for observations of excavations, consultation and reporting (services provided on a will-call basis).	0 hours	\$117.00	\$0.00
2. Engineering Technician II time for soil compaction testing (services provided on a will-call basis - assumes 50 trips to the jobsite).	125 hours	\$83.00	\$10,375.00
3. Personal or Company vehicle mileage.	2600 miles	\$0.75	\$1,950.00
4. Soil compaction tests (nuclear density gauge).	150 tests	\$28.00	\$4,200.00
5. Standard Proctor tests (Methods A or B).	10 tests	\$125.00	\$1,250.00
6. Sieve tests of granular fill and drainage aggregate.	5 tests	\$100.00	\$500.00
<i>Project Management & Coordination</i>			
1. Senior Engineer/Project Manager for coordination of AET personnel and activities, attending meetings (if requested), consultation and report preparation.	12 hours	\$150.00	\$1,800.00
2. Principal Engineer for special consultation and report review.	20 hours	\$179.00	\$3,580.00
3. Personal or Company vehicle mileage.	0 miles	\$0.75	\$0.00
ESTIMATED BUDGET			\$23,655.00

SECTION 1 - RESPONSIBILITIES

1.1 – This Service Agreement – Terms and Conditions (“terms and conditions”) is applicable to all Services provided by American Engineering Testing, Inc. (AET). As used herein “Services” refer to the scope of Services described in the proposal submitted by AET to Client. The proposal, these terms and conditions and any appendices attached hereto shall comprise the Agreement between AET and Client for Services described in the proposal and are binding upon the Client, its successors, assignees, joint ventures and third-party beneficiaries. AET requests written acceptance of the Agreement, but the following actions shall also constitute Client’s acceptance of the Agreement: 1) Issuing an authorizing purchase order for any of the Services, 2) authorizing AET’s presence on site, or 3) written or electronic notification for AET to proceed with any of the Services.

1.2 - Prior to AET performing Services, Client will provide AET with all information that may affect the cost, progress, safety and performance of the Services. This includes, but is not limited to, information on proposed and existing construction, all pertinent sections of contracts between Client and property owner, site safety plans or other documents which may control or affect AET’s Services. If new information becomes available or changes are made during AET’s Services, Client will provide such information to AET in a timely manner. Earthwork and construction activities are done to support a particular structure (type, size, and shape) or facility at a specific location and elevation. If the type of structure or facility (structural type, size, shape, location, elevation, etc.) changes, the earthwork or construction activities completed may no longer provide suitable structural support or be capable of supporting the intended construction. Additional earthwork or redesign of all or a part of the structure or facility may be needed. Failure of Client to timely notify AET of changes to the project including, but not limited to, location, elevation, loading, or configuration of the structure or improvement will constitute a release of any liability of AET. Client will provide a representative for timely answers to project-related questions by AET.

1.3 - AET observes and tests earthwork and other construction operations and materials, and may provide opinions, conclusions and recommendations regarding the same. However, AET’s Services do not relieve the contractors of their contractual responsibility to perform their work in accordance with approved plans, specifications and building code requirements.

1.4 - AET personnel do not have authority to accept, reject, direct or otherwise approve the work of the contractor. AET cannot stop work or waive or alter the requirements of the project documents. Any authority given to AET by Client must be in writing prior to the start of Services.

1.5 - AET does not perform construction management, general contracting or surveying services and our involvement with the project does not constitute any assumption of those responsibilities.

1.6 - Services performed by AET often include sampling at specific locations. Client acknowledges the limitations inherent in sampling. Variations in conditions occur between and beyond sampled/tested locations. The passage of time, natural occurrences and direct or indirect human activities at the site or distant from it may alter the actual conditions. Client assumes all risks associated with such variations.

1.7 - AET is not responsible for interpretations or modifications of AET’s recommendations by other persons.

1.8 - Should change in conditions be alleged, Client agrees to notify AET before evidence of alleged change is no longer accessible for evaluation.

1.9 - Test borings and/or cone penetration test soundings to a proper depth below foundation grade and the base of suitable bearing soils are recommended for projects where supporting soils will be subjected to increased loads to explore the deeper unseen soil and ground water conditions. Judgments made by AET personnel regarding the suitability of materials and ground water conditions below the bottom of an excavation are limited if sufficiently deep test borings/soundings are not provided by the Client prior to our observations and judgments. AET’s opinions, conclusions and recommendations are qualified to that extent.

1.10 – Pricing in the proposal assumes use of these terms and conditions. AET reserves the right to amend pricing if Client requests modifications to the Agreement or use of Client’s alternate contract format. Any contract amendments made after Client has authorized the Services shall be applicable only to Services performed after the effective date of such amendment. The proposal and these terms and conditions, including terms of payment, shall apply to all Services performed prior to the effective date of such amendment.

1.11 – The AET proposal accompanying these terms and conditions is valid for sixty (60) days after the proposal issuance date to the Client. Any attempt to authorize Services after the expiration date is subject to AET’s right to revise the proposal as necessary.

SECTION 2 - WILL CALL SERVICES

2.1 - If AET’s Services are performed on a will-call basis at the direction of the Client or its authorized representatives, Client acknowledges the inherent limitations associated with performing engineering judgments and testing Services on a will-call basis, including without limitation, the inability to completely evaluate, document or judge work and conditions not directly observed or tested by AET. AET’s opinions, conclusions, and recommendations are qualified to the extent of those limitations.

2.2 - Density tests of fill soils represent conditions only at the locations and elevations tested and do not necessarily represent conditions laterally or below. AET can only provide judgments regarding the engineered fill system to adequately support the design construction loadings by monitoring the filling process on a continuous basis for consistency of soil type, moisture content, lift thickness, and compaction effort.

2.3 - AET requires a minimum of 24 hours notice of the need for Services. AET will not be liable for claims, damages, or delays related to failure of Client to provide adequate advance notice to AET.

SECTION 3 - SITE ACCESS, UNDERGROUND FACILITIES AND CONSTRUCTION STAKING

3.1 - Client will furnish AET safe and legal site access.

3.2 - AET is not responsible for locating underground facilities on construction sites. Client shall ensure that underground facilities have been previously located and cleared. AET will not be responsible for any damages to underground facilities not located or incorrectly identified. An underground facility is an underground line, fixture, system, and its appurtenances used to produce, store, convey, transmit, or distribute communications, data, power, heat, gas, oil, petroleum products, water including storm water, steam, sewage, and similar substances.

3.3 - The location and elevation of a proposed structure or facility is staked (with offsets) and controlled by surveying or GPS equipment by others. AET's measurements are made in relation to that information. The reliability of any opinions, conclusions, and recommendations based on those measurements is strictly dependent on the accuracy of the staking or GPS information provided by others.

3.4 - During construction, observations and testing Services are based on the positioning of the formwork by the contractor or its subcontractor. AET will not be responsible for any errors or damages resulting from improper location or positioning of the formwork.

SECTION 4 - SAFETY

4.1 - Client shall inform AET of any known or suspected hazardous materials or unsafe conditions at the site. Client or its authorized representative(s) is responsible for the safety of the jobsite. If, during the course of AET's Services, such materials or conditions are discovered, AET reserves the right to take measures to protect AET personnel and equipment or to immediately terminate Services. Client shall be responsible for payment of such additional protection costs.

4.2 - AET shall only be responsible for safety of AET employees at the site; the safety of all others shall be Client's or other persons' responsibility.

SECTION 5 - SAMPLES

5.1 - Client shall inform AET of any known or suspected hazardous materials prior to submittal to AET. All samples obtained by or submitted to AET remain the property of the Client during and after the Services. Any known or suspected hazardous material samples will be returned to the Client at AET's discretion.

5.2 - Non-hazardous samples will be held for thirty (30) days and then discarded unless, within thirty (30) days of the report date, the Client requests in writing that AET store or ship the samples. Storage and shipping costs shall be borne solely by Client.

SECTION 6 - PROJECT RECORDS

The original project records prepared by AET will remain the property of AET. AET shall retain these original records for a minimum of three years following submission of the report, during which period the project records can be made available to Client at AET's office at reasonable times.

SECTION 7 - STANDARD OF CARE

AET performs its Services consistent with the level of care and skill normally performed by other firms in the profession at the time of this service and in this geographic area, under similar budgetary constraints.

SECTION 8 - INSURANCE

AET maintains insurance with coverage and limits shown below. AET will furnish certificates of insurance to Client upon request.

8.1 – AET maintains the following insurance coverage and limits of liability:

Workers' Compensation Employer's Liability	Statutory Limits \$100,000 each accident \$500,000 disease policy limit \$100,000 disease each employee
Commercial General Liability	\$1,000,000 each occurrence \$1,000,000 aggregate
Automobile Liability	\$1,000,000 each accident
Professional Liability Insurance	\$1,000,000 per claim \$1,000,000 aggregate

8.2 - Commercial General Liability insurance will include coverage for Products/Completed Operations extending one (1) year after final acceptance of the Project by Owner, Property Damage including Completed Operations, Personal Injury, and Contractual Liability insurance applicable to AET's indemnity obligations under this Agreement.

8.3 - Automobile Liability insurance shall include coverage for all owned, hired and non-owned automobiles.

8.4 - Professional Liability Insurance is written on a claims-made basis and coverage will be maintained for one (1) year after final acceptance of the Project by Owner. Renewal policies during this period shall maintain the same retroactive date.

8.5 - To the extent permitted by applicable state law, and only upon Client's signing of the proposal and return of the same to AET, Client and Owner shall be named an "additional insured" on AET's Commercial General Liability Policy (Form CG D4 14 04 08, which includes blanket coverage for Products/Completed Operations and on a Primary and Non-Contributory basis). Any other endorsement, coverage or policy requirement shall result in additional charges.

8.6 - AET will maintain in effect all insurance coverage required by this Agreement at its sole expense, provided such insurance is reasonably available, with insurance carriers licensed to do business in the state in which the project is located and having a current A.M. Best rating of no less than A minus (A-). Such insurance shall provide for thirty (30) days prior written notice to Client for notice of cancellation or material limitations for the policy or ten (10) days' notice for non-payment of premium.

8.7 - AET reserves the right to charge Client for AET's costs for additional coverage requirements unknown on the date of the proposal, e.g., coverage limits or policy modification including waiver of subrogation, additional insured endorsements and other project specific requirements.

SECTION 9 - DELAYS

If delays to AET's Services are caused by Client or Owner, work of others, strikes, natural causes, weather, or other items beyond AET's control, a reasonable time extension for performance of Services shall be granted, and AET shall receive an equitable fee adjustment.

SECTION 10 - PAYMENT, INTEREST AND BREACH

10.1 - Invoices are due net thirty (30) days. Client will inform AET of invoice questions or disagreements within fifteen (15) days of invoice date; unless so informed, invoices are deemed correct.

10.2 – Client agrees to pay interest on unpaid invoice balances at a rate of one and a half percent (1.5%) per month, or the maximum allowed by law, whichever is less, beginning thirty (30) days after invoice date.

10.3 – Invoices remaining unpaid for sixty (60) days shall constitute a material breach of this Agreement, permitting AET, in its sole discretion and without limiting any other legal or equitable remedies for such breach, to terminate performance of this Agreement and be relieved of any associated duties to the Client or other persons. Further, AET may withhold from Client data and reports in AET's possession. If Client fails to cure such breach, all reports associated with the unpaid invoices shall immediately upon demand be returned to AET and Client may neither use nor rely upon such reports or the Services.

10.4 - Client will pay all AET expenses and attorney fees relating to collection of past due invoices.

SECTION 11 - MEDIATION

11.1 - Except for enforcement of AET's rights to payment for Services rendered or to assert and/or enforce its lien rights, including without limitation assertion and enforcement of mechanic's lien rights and foreclosure of the same, Client and AET agree that any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to mediation as a condition precedent to arbitration or the institution of legal or equitable proceedings by either party; provided however that if either party fails to respond to a request for mediation within sixty (60) days, the party requesting mediation may without further notice, proceed to arbitration or the institution of legal or equitable proceedings.

11.2 - Mediation shall be in accordance with the Construction Industry Mediation Rules of the American Arbitration Association. Request for mediation shall be in writing and the parties shall share the mediator's fee and any filing fees equally. The mediator shall be acceptable to both parties and shall have experience in commercial construction matters.

SECTION 12 - LITIGATION REIMBURSEMENT

Except for matters relating to non-payment of fees, which is governed by Section 10.4 hereof, payment of attorney's fees and costs associated with lawsuits or arbitration of disputes between AET and Client, which are dismissed or are judged substantially in either party's favor, shall be paid by the non-prevailing party. Applicable costs include, but are not limited to, attorney and expert witness fees, court costs, and AET costs.

SECTION 13 - MUTUAL INDEMNIFICATION

13.1 - Subject to the limitations contained in Sections 14 and 15, AET agrees to indemnify Client from and against damages and costs to the extent caused by AET's intentional acts or negligent performance of the Services.

13.2 - Client agrees to indemnify AET from and against damages and costs to the extent caused by the intentional acts or negligence of the Client, Owner, Client's contractors and subcontractors or other third parties.

13.3 - If Client has an indemnity agreement with other persons or entities relating to the project for which AET's Services are performed, the Client shall include AET as a beneficiary.

13.4 - AET's indemnification to the Client, including any indemnity required or implied by law, is limited solely to losses or damages caused by its failure to meet the standard of care and only to the extent of its negligence or intentional acts.

SECTION 14- WAIVER OF CONSEQUENTIAL DAMAGES

NOTWITHSTANDING ANY OTHER PROVISION OF THIS AGREEMENT, NEITHER PARTY SHALL BE LIABLE TO THE OTHER FOR ANY CONSEQUENTIAL, SPECIAL, INDIRECT, INCIDENTAL OR PUNITIVE DAMAGES INCURRED EVEN IF THE POSSIBILITY OF SUCH DAMAGES WAS FORESEEABLE. CONSEQUENTIAL DAMAGES INCLUDE, BUT ARE NOT LIMITED TO LOSS OF USE AND LOSS OF INCOME OR PROFIT.

SECTION 15 - LIMITATION OF LIABILITY

Client agrees to limit AET's liability to Client resulting from AET's negligent acts, errors or omissions, such that the total liability of AET shall not exceed \$50,000.

SECTION 16 – UNIONIZATION

AET reserves the right to negotiate an appropriate fee increase or to terminate its contract on three (3) days written notice to Client without incurring penalties or costs from Client, Owner and their successors, assignees, joint-venturers, contractors and subcontractors, or any other parties involved with the project for claims, liabilities, damages or consequential damages, directly or indirectly related to AET being required to provide unionized personnel on the project. Reservation of this right on the part of AET represents neither approval nor disapproval of unions in general or the use of collective bargaining agreements.

SECTION 17 - POSTING OF NOTICES ON EMPLOYEE RIGHTS

Effective June 21, 2010, prime contracts with a value of \$100,000 or more and signed by federal contractors on projects with any agency of the United States government must comply with 29 CFR Part 471, which requires physical posting of a notice to employees of their rights under Federal labor laws. The required notice may be found at 29 Code of Federal Regulations Part 471, Appendix A to Subpart A. The regulation also has a "flow-down" requirement for subcontractors under the prime agreement for subcontracts with a value of \$10,000 or more. AET requires strict compliance of its subcontractors working on federal contracts subject to this regulation. The regulation has specific requirements for location of posting and language(s) for the poster.

SECTION 18 - TERMINATION

After 7 days written notice, either party may elect to terminate work for justifiable reasons. In this event, the Client shall pay AET for all Services performed, including demobilization and reporting costs to complete the file.

SECTION 19 - SEVERABILITY

Any provisions of this Agreement later held to violate a law or regulation shall be deemed void, and all remaining provisions shall continue in force. However, Client and AET will in good faith attempt to replace an invalid or unenforceable provision with one that is valid and enforceable, and which comes as close as possible to expressing the intent of the original provision.

SECTION 20 - GOVERNING LAW

This Agreement shall be construed in accordance with the Laws of the State of Minnesota without regard to its conflicts of law provisions.

SECTION 21 - ENTIRE AGREEMENT

This Agreement, including these terms and conditions and attached proposal and appendices, is the entire agreement between AET and Client. Regardless of method of acceptance of this Agreement by the Client, this Agreement supersedes any previous written or oral agreements, including purchase/work orders or other Client agreements submitted to AET after the start of our Services. Any modifications to this Agreement must be mutually acceptable to both parties and accepted in writing. No considerations will be given to revisions to AET's terms and conditions or alternate contract format submitted by the Client as a condition for payment of AET's accrued Services.



CONSULTANTS
• ENVIRONMENTAL
• GEOTECHNICAL
• MATERIALS
• FORENSICS

January 28, 2016

WSB & Associates
477 Temperance Street
St. Paul, MN 55101

Attn: Mr. Nick Gilliams
Sr. Project Manager

RE: Proposal for Geotechnical Services
Embankment Slope Repair
3167 Pennington Avenue
Afton, Minnesota

Dear Mr. Gilliams:

American Engineering Testing (AET) is pleased to offer WSB and the City of Afton geotechnical engineering services for the referenced project. This proposal is in response to an email request from Diane Hankee.

1.0 Project Description

An approximately 50 to 100 feet long reach of the east roadway embankment that supports Pennington Drive has experienced surface sloughing of the exposed slope face. Based on drawings provided to us by WSB, the embankment is about 25 feet high and has a slope ratio of 1.5 Horizontal to 1.0 Vertical. Based on the available information, it appears that the roadway embankment was constructed as a fill than spanned a natural gulley feature sometime in the past.

WSB has requested design assistance from AET for a mitigation plan to stabilize the slope movements that have been observed.

AET does not provide civil design, bid document preparation or construction administration services; however, AET can provide geotechnical design recommendations to assist WSB in preparation of plans and specifications for the project.

Based on our preliminary review of the available information provided to us, it is our opinion that the slope movement is a shallow veneer slide of the steep outer slope materials. In our opinion, a feasible method to stabilize the outer slope materials would be a "launched soil nail" treatment of the outer slope. This work would need to be done by a specialty contractor, GeoStabilization International (GSI) of Grand Junction, Colorado. GSI has mitigated other similar slopes in Minnesota for MnDOT and others.



Proposal for Geotechnical Services
Pennington Avenue Embankment Repairs, Afton, MN
January 28, 2016
Page 2 of 3

AET proposes to obtain subsurface information, consisting of soil borings and lab testing in order to provide data for GSI to prepare a design for stabilization of the slope. We recommend that WSB contact the GSI representative, Matthew Birchmier (970-812-6675, matt@gsi.us) to discuss the project. We recommend that GSI be contacted prior to AET completing the soil boring to discuss the proposed soil testing scope.

2.0 Scope of Services

We propose the following scope of services:

- Contact Gopher One Call for underground utility locations.
- Site visit by a principal geotechnical engineer to observe current conditions.
- Drill one Standard Penetration Test (SPT) soil boring at the top of slope. Soil boring depth will be 35 feet.
- Soil laboratory tests on selected soil samples. Types and number of tests will depend on actual soils encountered. We anticipate that lab tests will include water content, unconfined compression, plasticity index and grain size distribution.
- Preparation of final geotechnical report. The final report will include logs of soil borings; water table measurements; description of subsurface conditions; and recommended soil parameters for GSI soil nail design.

3.0 Cost Estimate

Our fees will be charged on a time and materials basis, in accordance with our current fee schedule. For the proposed work scope, we estimate that our fees will not exceed \$5,000. We will not exceed this fee without prior authorization from you.

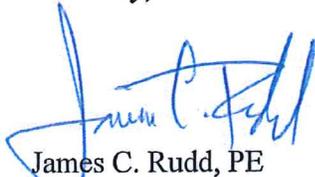
4.0 Terms

AET services will be provided in accordance with our current agreement with WSB.

5.0 Acceptance

Please indicate your acceptance of this proposal by endorsing below and returning a copy to us. If you have any questions regarding this proposal, please call me at 651-659-1367.

Sincerely,



James C. Rudd, PE
Vice President/Principal Engineer

Proposal for Geotechnical Services
Pennington Avenue Embankment Repairs, Afton, MN
January 28, 2016
Page 3 of 3

Attachments: Fee Schedule

PROPOSAL ACCEPTANCE BY:

SIGNATURE: _____

PRINTED NAME: _____

DATE: _____

2016 GEOTECHNICAL FEE SCHEDULE

I. Personnel Hourly Rates		5. LPILE or GROUP	20.00/hr.
A. Word Processing Specialist	66.00/hr.	6. Slope Stability (ReSSA)	20.00/hr.
B. Engr. or Env. Technician I	72.00/hr.	7. Stabilized Earth Slopes & Walls	20.00/hr.
C. Engr. or Env. Technician II	85.00/hr.	8. Settlement (FoSSA)	20.00/hr.
D. Drill Technician/Geo Lab Technician	95.00/hr.	9. SHAFT	20.00/hr.
E. Senior Engineering Technician	101.00/hr.	F. Bit Wear- Rock Coring	
F. Engineering Assistant	111.00/hr.	1. Diamond Bit - Sedimentary Rock	
G. Engineer I/Geologist I	120.00/hr.	a) B, NQ	10.50/foot
H. Engineer II/Geologist II/Sr. Engr. Assistant	137.00/hr.	b) HQ	12.50/foot
I. Senior Engineer/Geologist	153.00/hr.	2. Diamond Bit - Metamorphic & Igneous	
J. Principal Engineer/Geologist	183.00/hr.	a) B, NQ	17.50/foot
		b) HQ	20.50/foot
II. Vehicle Mileage		IV. Laboratory Tests of Soil	
A. Personal Automobile/Truck	0.75/mile	A. Water Content	hourly
B. Auxiliary Truck Vehicle	1.00/mile	B. Dry Density (includes water content)	57.00/test
C. Truck with Coring, FWD, or GPR Equipment	1.10/mile	C. Atterberg Limits (ASTM:D4318)	
D. Truck with Warning Sign/Crash Trailer	1.20/mile	1. Plasticity Index	110.00/test
E. 1-ton Truck with Drill Rig	1.20/mile	2. Liquid Limit or Plastic Limit Separately	95.00/test
F. 1½ to 2½-ton Truck with Drill Rig	1.35/mile	D. Sieve Analysis (includes -#200)	102.00/test
G. CPT Truck Rig (20-ton push capacity)	1.60/mile	E. Hydrometer Analysis (sieve included)	197.00/test
H. Tractor/Lowboy Trailer	1.80/mile	F. Thermal Resistivity w/Proctor (ASTM:D5334)	
		1. As Received and Oven Dried (2 pts)	995.00/test
III. Equipment Rental		2. Dry Out Curve (4 pts)	1235.00/test
A. Drill Rig Rental		G. Electrical Resistivity (ASTM:G57-Soil Box)	100.00/test
1. Rotary Drill on 1-ton Truck	72.00/hr.	H. Corrosion/Concrete Attack Series* price upon request	
2. Rotary Drill on 1½ to 2½-ton Truck	82.00/hr.	I. Consolidation (up to 32 tsf)	
3. Rotary Drill on All-Terrain Vehicle	112.00/hr.	1. With P-e curves only	475.00/test
4. Portable, Non-rotary Rig	82.00/hr.	2. With P-e curves, time curves	600.00/test
B. Auxiliary/Specialty Vehicle Rental		I. Unconfined Compression (incl. wc/density)	95.00/test
1. Auxiliary Truck Vehicle	17.50/hr.	J. Hand Penetrometer	10.00/test
2. Truck with Warning Sign/Crash Trailer	29.00/hr.	K. Organic Content of Soil	65.00/test
3. Truck with Coring Equipment	45.00/hr.	L. Topsoil Borrow Test (Mn/DOT 3877)	295.00/test
C. Cone (CPT) Rig/Equipment Rental		M. R-value (Hveem Stabilometer)	388.00/test
1. CPT Rig (Truck or ATV)	145.00/hr.	N. California Bearing Ratio	
2. Electronic Cone w/Computer	43.00/hr.	1. Granular	625.00/test
3. Soil Sampler	4.00/hr.	2. Cohesive	710.00/test
4. Water Sampler	20.50/hr.	O. Proctor Tests (Methods A or B)	
D. Miscellaneous Equipment Rental		1. Standard	130.00/test
1. Field Vane Shear	325.00/day	2. Modified	140.00/test
2. Field Electrical Resistivity	250.00/day		
3. Field Seismic Shear Wave (ReMi)	425.00/day	*includes pH, chloride ion, soluble sulfates, sulfides, redox potential (resistivity not included).	
4. Inclinometer Reading Equipment	335.00/day	V. Expenses	
5. Electronic Transducer Reading	175.00/day	A. Direct Project Expenses: includes out-of-	Cost + 15%
6. Bore Hole Permeability		town per diem; plowing & towing; special	
a. Open End Casing Method	135.00/day	materials & supplies; special travel,	
b. HQ Wireline Packer	330.00/day	transportation & freight; subcontracted	
7. Borehole Pressuremeter	70.00/hr.	services, and miscellaneous costs	
8. Iowa Borehole Shear Tester	335.00/day	B. Equipment Replacement (when abandonment	Cost
9. Double Ring Infiltrometer	265.00/day	is more feasible than recovery)	
10. Photoionization Detector (PID)	115.00/day	C. Equipment Recovery (when required by	Cost + 15%
11. GPS Mapping System	15.50/hr.	regulatory agencies or project specifications)	
12. Pile Driving Analyzer (PDA)	750.00/day		
13. Calibrated SPT Rod	225.00/day		
14. Pile Integrity Test (PIT)	350.00/day		
15. Portable Concrete Coring Equipment	45.00/hr.		
16. Pavement Testing Equipment (includes truck)			
a. Falling Weight Deflectometer	150.00/hr.		
b. Ground Penetrating Radar (GPR)	350.00/day.		
E. Geotechnical Software Rental			
1. Geo Studio Finite Element	60.00/hr.		
2. CAPWAP	35.00/hr.		
3. AutoCAD or Microstation	30.00/hr.		
4. Wave Equation (WEAP)	20.00/hr.		

The rates presented are portal-to-portal with vehicle mileage, expenses and equipment rentals being additional.

Overtime for personnel charged at above cost plus 25% for over 8 hours per day or Saturday; and at above cost plus 50% for Sundays or Holidays. Hazardous work charged at an additional 25%. Night time shift work will include a premium charge of \$30.00 per person per shift.

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

Meeting Date February 16, 2016

Council Action Memo

To: Mayor Bend and Members of the City Council
From: Ron Moorse, City Administrator
Date: February 10, 2016
Re: Volunteers for City Branding Project

Council member Ross has suggested the City engage in a branding project to create a clear image and expression of Afton's characteristics, values and attributes that identify and differentiate Afton as a unique community. This would involve working with the AABA and other stakeholders through a branding committee made up of a broad range of community members. An initial step in beginning the branding process is to create an *Afton Branding Committee* and advertise for community members to serve on the Committee.

COUNCIL ACTION REQUESTED:

Motion regarding creating an Afton Branding Committee and advertising for community members to serve on the Committee.

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

Meeting Date February 16, 2016

Council Action Memo

To: Mayor Bend and Members of the City Council
From: Ron Moorse, City Administrator
Date: February 9, 2016
Re: Mount Hope Cemetery Regulations

Mount Hope Cemetery is a historic cemetery with historic grave sites. The cemetery has not been used for new burials, with the exception of burial requests for two people. The Council has directed that the cemetery be closed to new burials and that it be maintained and preserved as a historic cemetery. Cemeteries owned by cities generally have regulations for the maintenance and operation of the cemetery set out in an ordinance. The City does not currently have a cemetery ordinance. It is recommended that the Council direct the City Attorney to draft a cemetery ordinance that reflects the Council's desire to maintain and preserve the cemetery but to not allow any new burials beyond those that have previously been approved by the Council. According to information in the City's records regarding cemeteries, there are other historic cemeteries that are also owned by the City. The Council may want the cemetery ordinance to be generally applicable to City-owned cemeteries.

COUNCIL ACTION REQUESTED:

Motion regarding directing the City Attorney to draft an ordinance setting out the regulations related to City-owned cemetery maintenance and operation to reflect the Council's desire to maintain and preserve the cemetery but to not allow any new burials beyond those that have previously been approved by the Council.

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

Meeting Date February 16, 2016

Council Action Memo

To: Mayor Bend and Members of the City Council
From: Ron Moorse, City Administrator
Date: February 5, 2016
Re: Proposal from Jim Cox for Detailed Design of the Deputies Facility

As part of the process of planning a garage and office facility for the Sheriff's Deputies and for Public Works storage adjacent to the City Hall, staff met with members of the City's Design Review/Heritage Preservation Commission who have design and/or architectural backgrounds to discuss concepts for the facility. Based on that discussion, Jim Cox, a member of the City's Design Review/Heritage Preservation Commission, volunteered to prepare a concept plan for the facility.

The next step in the design process is to prepare a design that is detailed enough to be used for bidding. Attached is a proposal from Jim Cox to design and assist with the bidding and construction of the facility. The proposed fee is \$2,500 plus expenses (mileage, printing). The Council has reviewed this proposal and directed that, prior to approving the proposal a letter of intent from the Sheriff regarding the Deputies facility was needed. The attached letter of intent was prepared by the City Attorney and has been signed by the Sheriff.

Council Action Requested

Motion regarding the proposal from Jim Cox to design and assist with the bidding and construction of the facility to house the Deputies and provide Public Works storage, with a fee of \$2,500 plus expenses.

**Afton Architects
&
Planners, Ltd.**

July 29, 2015

City of Afton
Attn: Ron Moore, City Administrator
3033 St. Croix Tr. S.
Afton, MN 55001

Re: Architectural Fee Proposal
City Hall Site – Design Garage/Office Facility

- Architecture
 - Interior Design
 - Planning
 - Construction Management
-

Ron,

As per the Concept Design Site Plan, dated June 17, 2015 which was approved by Afton's HPC in the July meeting, I will proceed to design and assist in bidding and construction of two garage buildings, one for the City of Afton and one for Washington County Sherriff. These buildings will be connected with an office facility for the Sherriff's Deputies.



Proposed Lump Sum Fee: \$2,500
Plus expenses (mileage, printing)

If you have any questions, please call me at 612-414-0155. Thank you for the opportunity to provide professional services on this project. I look forward to working with the City and County to produce a support building that compliments Afton City Hall.

Sincerely,

Jim Cox, AIA

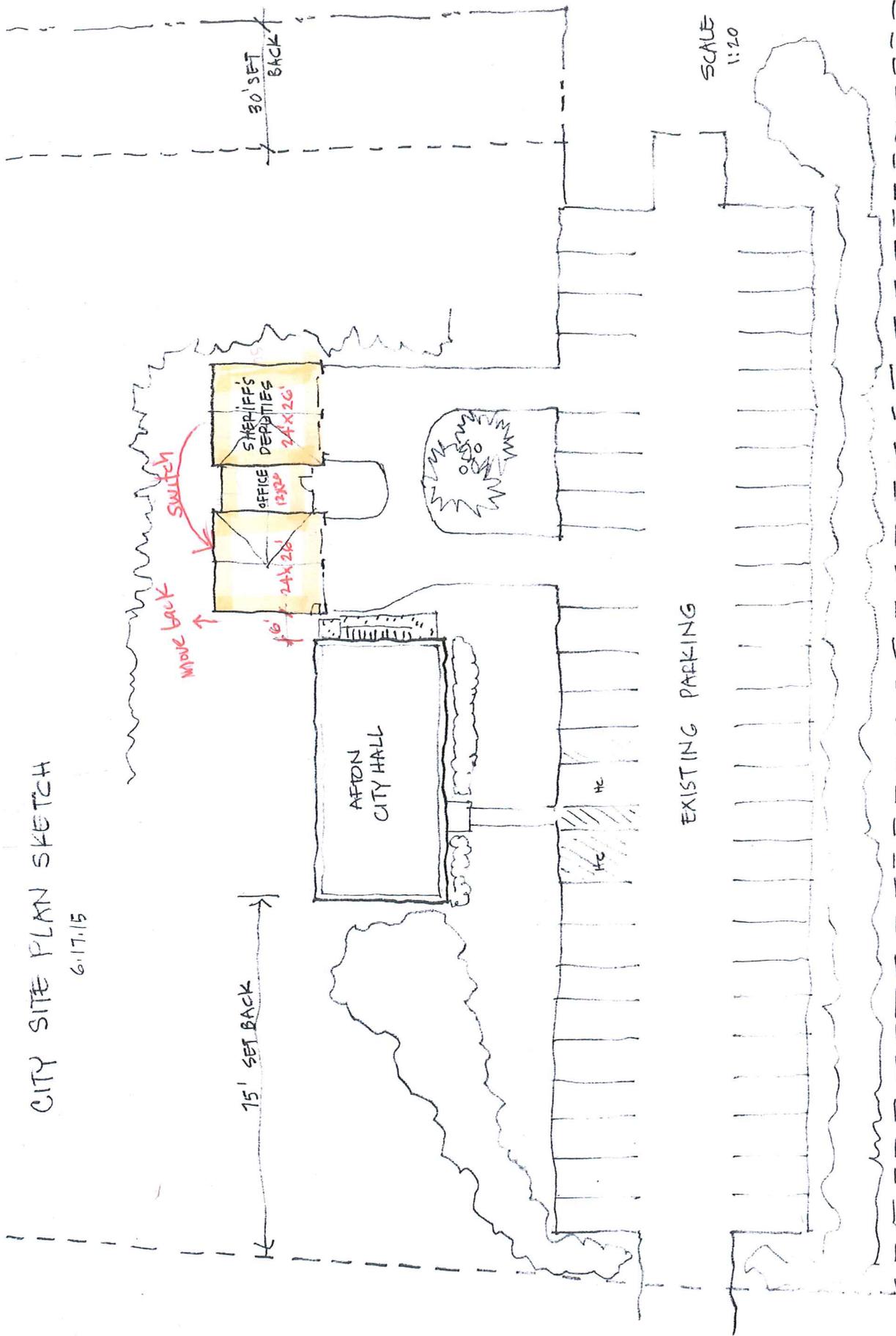
JWC/cnd

Attached: Schematic Site Plan
Sherriff's Space Needs list

Afton Architects & Planners, Ltd.
12941 22ND Street South
Afton, Minnesota 55001
Phone: 651-436-3699
Fax: 651-436-1936
Email: aftonarchitects@msn.com

CITY SITE PLAN SKETCH

6.17.15



Sheriff's Deputies Space Needs

Two top priorities:

1. 2 squads parked inside
2. Office space

Office space needs

- Desk space for minimum of two deputies
- 2 computers
- Safe for rifles (2.5 feet wide, 2.5 feet deep, 5 feet tall)
- Small fridge
- Small microwave
- Six or seven lockers for deputies (similar in size to full size school lockers)
- Locker for medical supplies
- Internet – one port
- Phone
- TV
- Heating and cooling
- Windows
- Security: Doors with a lock code

Space use

- Deputies will start and end their shift at this space
- Deputies will eat lunch at their desks
- Deputies will use the restroom at City Hall
- No prisoners or suspects will be brought to this space

Garage space needs

- 2 garage stalls
- Minimum 20 foot depth for garage stalls
- Separate overhead doors for each stall
- Heating

RECEIVED

JAN 19 2016

CITY OF AFTON

January 8, 2016

Sheriff William Hutton
Washington County Sheriff
15015 62nd Street N.
Stillwater, MN. 55082

RE: Letter of Understanding and Intent for Proposed Construction of Deputies Substation in Afton,
Minnesota

Dear Sheriff Hutton:

This letter is sent to you to formally state the intention of the City of Afton and your Department regarding the actions by both parties toward construction of a facility to house your Department's deputies that serve the Washington County communities, including the City of Afton.

Specifically, you have indicated your Department is seeking a facility that would include garage space for two squad cars and an office area adequate for at least two deputies with phone and internet service. Since the City of Afton was anticipating some construction already for its needs as part of and near its City Hall, the City has examined the possibility of (and agreed in principal to) constructing a facility that would meet your Department's needs for the area while affording some addition new space needed by the City for other purposes.

To that end, the City has proposed to construct a facility immediately adjacent to its City Hall that would meet the needs of your Department. A concept plan for the facility has already been developed for that site.

The next step in the process would be the preparation of detailed design plans that could serve as the basis of construction plans, which, in turn, would enable contractors to develop a cost estimate or bid for the actual construction of the facility. The cost of a detailed design plan is \$2500.

You have indicated that your Department has available and will contribute up to \$100,000 for the construction of such a facility. It would be expected that the City would pick up any additional costs. You have further indicated that the \$2500 cost of the design plans can be paid from your Department's \$100,000 share.

It is agreed that once the plans are drafted and the "hard" costs of the project known, the parties expect to move forward with construction of the project based on the above-noted parameters.

Sincerely,

 Date: 1-21-16

Ronald J. Moore, City Administrator
For the City of Afton, Minnesota

 Date: 1/14/16

William M. Hutton
Washington County Sheriff

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

Meeting Date February 16, 2016

Council Action Memo

To: Mayor Bend and Members of the City Council
From: Ron Moorse, City Administrator
Date: February 9, 2016
Re: Ordinance Amendment Regarding On-Sale Liquor Licenses – **Ordinance 02-2016**

At its January 19 meeting, the Council discussed an ordinance amendment to clarify the number of on-sale liquor licenses that should be available in the city. The State Statute allows up to five on-sale liquor licenses in a city of Afton's size. The Council generally agreed that five licenses should be allowed, but discussed the desire that the licenses be available for restaurants rather for establishments that are less focused on dining and more focused on liquor. *The Council discussed including requirements related to the percentage of revenues from food sales vs. from liquor sales.* The Council directed staff to research the ordinances of other cities regarding these types of regulations, and also directed staff to contact the current on-sale liquor license holders in the city regarding their percentage of revenue from food sales vs. liquor sales.

Staff contacted the Afton St. Croix Company regarding the ratio of food sales revenue vs. liquor sales revenue. The attached email string indicates the food sales ratio is greater than 50%, and also includes an email from Dan McElroy, Executive Vice President of the Minnesota Restaurant Association, indicating cities are tending to move away from using the food to alcohol sales ratio. Staff also reviewed the liquor ordinances of Woodbury, Roseville and Stillwater. The ordinances are attached.

The Roseville ordinance includes strict requirements regarding allowing on-sale liquor licenses only for hotels and restaurants, with a restaurant needing to have a minimum of 100 seats. The Roseville ordinance includes the food sales ratio of 50%. The Woodbury ordinance allows on-sale licenses in a broader variety of establishments, but also requires the food sales ratio of 50%. The Stillwater ordinance includes a variety of establishments, but does not include a required food sales ratio.

The Council may want to consider adding a food sales ratio requirement at this time, as it would not affect the one existing on-sale liquor license holder, then take some time to determine if there are better ways to regulate the types of establishments that are eligible for on-sale liquor licenses.

Attached for the Council's consideration are an ordinance amendment allowing the Council to issue up to five on-sale liquor licenses, and an ordinance amendment allowing up to five licenses and requiring that no on-sale liquor license shall be issued to an establishment unless at least 50% of the gross food and beverage receipts of the establishment are annually attributable to the sale of food.

COUNCIL ACTION REQUESTED:

Motion regarding the adoption of Ordinance 02-2016 regarding on-sale liquor licenses.

ORDINANCE 02-2016

CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

AN ORDINANCE AMENDING SECTION 4-36, RELATING TO THE
NUMBER OF LIQUOR LICENSES WHICH MAY BE ISSUED IN THE CITY OF AFTON AS
REGULATED BY CHAPTER 4, ALCOHOL

BE IT ORDAINED by the City Council of the City of Afton that the Afton Code of Ordinances be amended as follows.

DELETE the strike-through language and ADD the bold, underlined language as shown below:

Section 4-36. Number of Licenses Which May Be Issued.

State law establishes the number of liquor licenses that a city may issue. **The maximum number of on-sale liquor licenses that may be issued is five (5), for statutory cities of 2,500 to 5,000 population, under the provisions of M.S. § 340A.413, subd. 1, as it may be amended from time to time.** However, the number of licenses which may be granted under this ordinance is limited to the number of license which were issued as of the effective date of this ordinance, even if a larger number of licenses are authorized by law or election. The City Council in its sound discretion may provide by ordinance that a larger number of **On-sale liquor** licenses may be issued up to the number of licenses authorized by Minnesota Statutes Chapter 340A, as it may be amended from time to time. If a larger number of licenses in a particular category has been authorized by a referendum held under the provisions of M. S. § 340A.413, subd. 3, as it may be amended from time to time, but not all of them have been issued, the larger number of licenses is no longer in effect until the City Council by ordinance determines that any or all of the licenses may be issued. The City Council is not required to issue the full number of licenses that it has available.

ORDINANCE 02-2016

CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

**AN ORDINANCE AMENDING SECTIONS 4-36 AND 4-38, RELATING TO THE
NUMBER OF LIQUOR LICENSES AND KINDS OF LIQUOR LICENSES WHICH MAY BE
ISSUED IN THE CITY OF AFTON AS REGULATED BY CHAPTER 4, ALCOHOL**

BE IT ORDAINED by the City Council of the City of Afton that the Afton Code of Ordinances be amended as follows.

DELETE the strike-through language and ADD the bold, underlined language as shown below:

Section 4-36. Number of Licenses Which May Be Issued.

State law establishes the number of liquor licenses that a city may issue. **The maximum number of on-sale liquor licenses that may be issued is five (5), for statutory cities of 2,500 to 5,000 population, under the provisions of M.S. § 340A.413, subd. 1, as it may be amended from time to time.** ~~However, the number of licenses which may be granted under this ordinance is limited to the number of license which were issued as of the effective date of this ordinance, even if a larger number of licenses are authorized by law or election. The City Council in its sound discretion may provide by ordinance that a larger number of On-sale liquor licenses may be issued up to the number of licenses authorized by Minnesota Statutes Chapter 340A, as it may be amended from time to time. If a larger number of licenses in a particular category has been authorized by a referendum held under the provisions of M. S. § 340A.413, subd. 3, as it may be amended from time to time, but not all of them have been issued, the larger number of licenses is no longer in effect until the City Council by ordinance determines that any or all of the licenses may be issued. The City Council is not required to issue the full number of licenses that it has available.~~

Section 4-38. Kinds of Liquor Licenses.

e). On-sale intoxicating liquor licenses, which may be issued to the following establishments as defined by M. S. § 340A.101, ~~as it may be amended from time to time, and this ordinance: hotels, restaurants, bowling centers, clubs or congressionally chartered veterans organizations, and ALCOHOLIC BEVERAGES CD4:5 exclusive liquor stores~~ Club licenses may be issued only with the approval of the Commissioner of Public Safety. The fee for club licenses established by the City Council under Section 4-39 of this ordinance shall not exceed the amounts provided for in M. S. § 340A.408, subd. 2(b), as it may be amended from time to time. The City Council may in its sound discretion authorize a retail on-sale licensee to dispense intoxicating liquor off the licensed premises at a community festival held within the city under the provisions of M. S. § 340A.404, subd. 4b, as it may be amended from time to time. The City Council may in its sound discretion authorize a retail on-sale licensee to dispense intoxicating liquor off the licensed premises at any convention, banquet, conference, meeting or social affair conducted on the premises of a sports, convention, or cultural facility owned by the city, under the provisions of 340A.404, subd. 4a, as it may be amended from time to time; however, the licensee is prohibited from dispensing intoxicating liquor to any person attending or participating in an amateur athletic event being held on the premises.

e). 1. Food sales.

No on-sale intoxicating liquor license shall be issued to an establishment unless at least 50 percent of the gross food and beverage receipts of the establishment are annually attributable to the sale of food. This requirement shall be regulated as follows:

ALCOHOLIC BEVERAGES

(a)

Each on-sale intoxicating licensee shall have the continuing obligation to have at least 50 percent of gross food and beverage receipts from the establishment during the preceding business year attributable to the sale of food.

(b)

In the case of a new establishment, the applicant must make a bonafide estimation that at least 50 percent of the gross receipts from the sale of food and beverages of the establishment during its first year of business will be attributable to the sale of food.

(c)

establishment. Financial records for the food and beverage portion must be maintained separately from the records of the remainder of the establishment.

(d)

For the purpose of this section, "sale of food" shall include gross receipts attributable to the sale of food items, soft-drinks and nonalcoholic beverages. It shall not include any portion of gross receipts attributable to the nonalcoholic components of plain or mixed alcoholic beverages, such as ice, soft-drink mixes or other mixes.

(e)

The city may require the production of such documents or information, including but not limited to books, records, audited financial statements or pro forma financial statements, sales reports and analysis as it deems necessary or convenient to enforce these provisions. The city may also obtain its own audit or review of such documents or information, and all licensees shall cooperate with such a review, including prompt production of requested records.

(f)

Establishments found to fall below the 50 percent standard of annual food sales from the preceding business year shall be required to meet with the city clerk, prior to license renewal, and reassess their business operations and prepare and implement a plan of operations reasonably directed to achieve the 50 percent food sales requirement in the subsequent year. The plan will be subject to the approval of the city administrator. Public safety compliance confirmation will be reviewed by the city clerk and the director of public safety.

(g)

Establishments found to have less than 40 percent of annual gross food receipts may be placed on probation status. The probationary status review will be conducted by the city council and the council may require the establishment be placed on probationary status for one year and require the licensee to prepare any plans and reports, participate in any required meetings and take other action that the city may require to increase the sale of food. The licensee shall submit the plans and periodic reports to the city clerk.

(h)

If, after the initial probationary period, food sales are still less than 40 percent and the establishment is not in compliance with applicable statute, regulation or ordinance relating to alcoholic beverage, the city council may:

(1)

Extend the probation period up to 12 additional months;

(2)

Limit alcohol service hours by revoking an establishment's 2:00 a.m. liquor license (if applicable);

(3)

Reduce the hours of service by one hour for the period of one year; or

(4)

Deem the establishment ineligible to sell intoxicating beverages.

(i)

Denial of an intoxicating liquor license shall not prohibit the license holder from applying to obtain a license to sell 3.2 percent malt beverages.

(i)

Food must be available to guests up until two hours before discontinuing alcohol service.

Definition of establishments which are eligible to have an on-sale liquor license

City of Roseville

On-sale Intoxicating Liquor Licenses: On-sale intoxicating liquor licenses shall be issued only to hotels and restaurants and shall permit On-sale of intoxicating liquor only, for consumption on the licensed premises only, in conjunction with the sale of food. For the purposes of this Chapter, the following definitions are adopted:

HOTEL: A hotel is any establishment having a resident proprietor or manager where, in consideration of payment, food and lodging are regularly furnished to transients, which maintains for the use of its guests not less than 50 guest rooms with bedding and other usual, suitable and necessary furnishings in each room, which is provided at the main entrance with a suitable lobby, desk and office for the registration of its guests, which employs an adequate staff to provide suitable and usual service and which maintains, under the same management and control as the rest of the establishment and has, as an integral part of the establishment, a dining room of at least one thousand 1,800 square feet. Such dining room shall have appropriate facilities for seating not less than one 100 guests at one time. Where the guest seating capacity is between 100 and 174, at least 50% of the gross sales of the restaurant portion of the establishment must be attributable to the service of meals. Where the seating capacity is 175 or more, at least 25% of the gross sales of the restaurant portion of the establishment must be attributable to the service of meals.

RESTAURANT: A restaurant is any establishment, other than a hotel, having appropriate facilities to serve meals, for seating not less than 100 guests at one time and where, in consideration of payment, meals are regularly served at tables to the general public and which employs an adequate staff for the usual and suitable service to its guests. Where the seating capacity of the establishment is between 100 and 174, at least 50% of the gross sales of the establishment must be attributable to the service of meals. Where the seating capacity is 175 or more, at least 25% of the gross sales of the establishment must be attributable to the service of meals.

City of Woodbury

on-sale intoxicating liquor license may be issued to the following establishments:

(1)

Hotels;

(2)

Restaurants;

(3)

Bowling centers;

(4)

Clubs or congressionally chartered veterans' organizations, provided that the organization has been in existence for at least three years and liquor sales will only be to members and bona fide guests;

(c)

An on-sale intoxicating liquor license, an on-sale wine license or an on-sale malt liquor license may be issued to a theatre or golf course within the city, notwithstanding any law. The license issued under this paragraph authorizes sales on all days of the week.

(d)

No license shall be granted for any business which principal building is within 500 feet of a principal school building.

Sec. 4-28. - Food sales.

No on-sale intoxicating liquor license shall be issued to an establishment unless at least 50 percent of the gross food and beverage receipts of the establishment are annually attributable to the sale of food. This requirement shall be regulated as follows:

(a)

Each on-sale intoxicating licensee shall have the continuing obligation to have at least 50 percent of gross food and beverage receipts from the establishment during the preceding business year attributable to the sale of food.

(b)

In the case of a new establishment, the applicant must make a bonafide estimation that at least 50 percent of the gross receipts from the sale of food and beverages of the establishment during its first year of business will be attributable to the sale of food.

(c)

For the purpose of this section, "establishment" shall include the food and beverage portion of a multi-service establishment. Financial records for the food and beverage portion must be maintained separately from the records of the remainder of the establishment.

(d)

For the purpose of this section, "sale of food" shall include gross receipts attributable to the sale of food items, soft-drinks and nonalcoholic beverages. It shall not include any portion of gross receipts attributable to the nonalcoholic components of plain or mixed alcoholic beverages, such as ice, soft-drink mixes or other mixes.

(e)

The city may require the production of such documents or information, including but not limited to books, records, audited financial statements or pro forma financial statements, sales reports and analysis as it deems necessary or convenient to enforce these provisions. The city may also obtain its own audit or review of such documents or information, and all licensees shall cooperate with such a review, including prompt production of requested records.

(f)

Establishments found to fall below the 50 percent standard of annual food sales from the preceding business year shall be required to meet with the city clerk, prior to license renewal, and reassess their business operations and prepare and implement a plan of operations reasonably directed to achieve the 50 percent food sales requirement in the subsequent year. The plan will be subject to the approval of the city administrator. Public safety compliance confirmation will be reviewed by the city clerk and the director of public safety.

(g)

Establishments found to have less than 40 percent of annual gross food receipts may be placed on probation status. The probationary status review will be conducted by the city council and the council may require the establishment be placed on probationary status for one year and require the licensee to prepare any plans and reports, participate in any required meetings and take other action that the city may require to increase the sale of food. The licensee shall submit the plans and periodic reports to the city clerk.

(h)

If, after the initial probationary period, food sales are still less than 40 percent and the establishment is not in compliance with applicable statute, regulation or ordinance relating to alcoholic beverage, the city council may:

(1)

Extend the probation period up to 12 additional months;

(2)

Limit alcohol service hours by revoking an establishment's 2:00 a.m. liquor license (if applicable);

(3)

Reduce the hours of service by one hour for the period of one year; or

(4)

Deem the establishment ineligible to sell intoxicating beverages.

(i)

Denial of an intoxicating liquor license shall not prohibit the license holder from applying to obtain a license to sell 3.2 percent malt beverages.

(j)

Food must be available to guests up until two hours before discontinuing alcohol service.

City of Stillwater

Sec. 43-70. - On-sale licenses.

Subd. 1. An on-sale intoxicating liquor license may be issued to the following establishments:

(1)

Hotels;

(2)

Restaurants, as defined by Minn. Stat. § 340A.101, subd. 25, having a minimum seating capacity of 25 guests;

(3)

Clubs or congressionally chartered veterans' organizations with the approval of the state commissioner, provided that the organization has been in existence for at least three years and liquor sales will only be to members and bona fide guests;

(4)

Exclusive liquor stores; and

(5)

Bowling centers.

(6)

Brew pubs, as defined by Minnesota Stat. § 340A.101, subd. 3a, for use in a restaurant operated in the place of manufacture.

(7)

Brewer tap rooms, as defined by Minnesota Stat. § 340A.26, for the sale of malt liquor produced on the premises.

Subd. 2. An on-sale wine license may be issued with the approval of the state commissioner to a restaurant having facilities for seating at least 25 guests at a time.

Dave

On Feb 1, 2016, at 8:46 PM, Dan McElroy <Dan@hospitalitymn.com> wrote:

Dave –

In the last year, the trend has been for cities to go away from a food to alcohol sales ratio. Minneapolis, St. Paul and Edina have all rewritten their ordinances to remove a 60% food to 40% alcohol requirement. The industry has made the argument that the increased interest in craft beer and good wine has made these ratios obsolete. If a guest orders an \$8.00 beer and a \$6.00 appetizer, they are out of compliance, which isn't what most cities intended. The goal of the ratio was to separate restaurants from bars or night clubs.

The city that we know of that still has a ratio is St. Louis Park with a 50/50 requirement. Minneapolis and St. Paul have adopted more specific definitions of a restaurant to take the place of a ratio in keeping their restaurants from becoming bars or nightclubs.

What other information would be helpful?

Dan McElroy
Executive Vice President - The Minnesota Restaurant Association

1959 Sloan Place Suite 120 St. Paul, Minnesota 55117
Main: 651-778-2400 Direct: 651-925-4011 Fax: 651-778-2424 Mobile: 952-797-4548
dan@HospitalityMn.com www.mnrestaurant.org

<image003.jpg>

From: Dave Jarvis [<mailto:Dave@swirlmywine.com>]
Sent: Monday, February 01, 2016 2:45 PM
To: Dan McElroy
Cc: Dan Jarvis; Gordy Jarvis
Subject: Re: Revenues from food vs. liquor sales

Hello Dan McElroy. Do you know what is typical for most municipalities relative to minimum food revenue Percentage? We received the below email from our city administrator in Afton

Dave

On Feb 1, 2016, at 11:50 AM, Ron Moorese <rmoorse@ci.afton.mn.us> wrote:

Dan,
The City is reviewing its liquor license requirements, and is considering requiring that a certain percentage of total revenues for an establishment with a liquor license comes from the sale of food and non-alcoholic beverage sales vs. from liquor sales. Please let me know what percentage of the Afton St.

Croix Company's food, beverage and liquor sales comes from the sale of food and non-alcoholic beverages vs. from liquor sales. Please call me with any questions.

Thanks,

Ron

651-436-8957

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

Meeting Date February 16, 2016

Council Action Memo

To: Mayor Bend and Members of the City Council
From: Ron Moorse, City Administrator
Date: February 8, 2016
Re: High Speed Internet Access Update

Council member Ross and City Administrator Moorse are scheduled to meet with Richard Gacke of CenturyLink the morning of February 16 to discuss the expansion of high speed internet access in Afton in the absence of the State Broadband grant. Richard Gacke has been working to determine the extent of expansion that can occur with a combination of the federal Connect America Fund dollars, funding from the City and funding from CenturyLink. An update regarding the information provided at the meeting will be provided at the Council meeting. If CenturyLink is able to provide the breadth of expansion desired by the City, the Council may want to consider authorizing funding.

COUNCIL ACTION REQUESTED:

Motion regarding funding for high speed internet access expansion.

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

Meeting Date February 16, 2016

Council Action Memo

To: Mayor Bend and Members of the City Council
From: Ron Moore, City Administrator
Date: February 8, 2016
Re: Annie Perkins Application to Serve on the Natural Resources and Groundwater Committee

Annie Perkins has applied to serve on the Natural Resources and Groundwater Committee. The Committee is authorized to have nine members. The Committee currently has eight members. A copy of the application from Annie Perkins is attached.

COUNCIL ACTION REQUESTED:

Motion regarding the appointment of Annie Perkins to the Natural Resources and Groundwater Committee.

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

DATE 1/29/2016 PLEASE CHECK ONE: New Application Reappointment

NAME Annie Perkins

ADDRESS 4042 River Road S. AFTON, MN 55001
(Provide P O Box if applicable)

HOME PHONE 651-436-8575 CELL 651-592-3007 WORK 651-264-7288

EMAIL ADDRESS st.croixannie@gmail.com

YEARS AS AFTON RESIDENT 30 WARD # 1

1. COMMITTEE OR COMMISSION YOU ARE APPLYING FOR?

Natural Resources and Groundwater

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

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

Sustainability Analyst - Andersen Corporation; LEED Green Associate; Executive Board Member U.S. Green Building Council MN Chapter; completed training Climate Reality Leadership Training; Global Reporting Initiative (GRI G4); MA Organizational Leadership, BA Communications

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

Represent the best interests of current and future residents of Afton, as well as preserve the biodiversity and natural resources within and around the city.

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

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

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

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

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

Meeting Date February 16, 2016

Council Action Memo

To: Mayor Bend and Members of the City Council
From: Ron Moorse, City Administrator
Date: February 8, 2016
Re: New Copier Lease and Service Agreement

The City currently leases a color copier through Metro Sales, Inc. Staff has been well satisfied with the reliability of the copier and the service responsiveness. The current five-year lease is set to expire. The current copier lease and service agreement costs are \$410.00 per month for the copier lease and \$173.00 per month for the service agreement. These were based on a much higher number of copies than are currently made. Because the number of copies has been substantially reduced, the vendor has offered a reduced price for both the copier lease and the service agreement. The new cost for the copier lease is proposed to be \$230 per month and \$73.00 per month for the service agreement. This is a savings of \$280 per month or \$3360 per year. The lease agreement and service agreement are attached.

COUNCIL ACTION REQUESTED:

Motion regarding the new copier lease and service agreement with Metro Sales.



B I L L T O	CUSTOMER NAME	CITY OF AFTON		
	CONTACT NAME		PHONE	0
	ADDRESS	3033 St Croix Trail S		
	CITY, ST, ZIP	Afton, MN 55001		
S H I P T O	CUSTOMER NAME	CITY OF AFTON		
	CONTACT NAME		PHONE	0
	ADDRESS	3033 St Croix Trail S		
	CITY, ST, ZIP	Afton, MN 55001		

GUARANTEED PROTECTION PLAN

IN CONSIDERATION OF FULL PAYMENT, METRO SALES, INC. WILL PERFORM MAINTENANCE SERVICE ON THE EQUIPMENT DESCRIBED, SUBJECT TO THE TERMS BELOW

TYPE OF PLAN: EXCLUDES SUPPLIES INCLUDES SUPPLIES

BILLING PER YEAR: ANNUAL (1) SEMI-ANNUAL (2) QUARTERLY (4) MONTHLY (12)

PERIOD COVERED: install _____ TO 1 year

EQUIPMENT COVERED						
EQUIPMENT ID	MODEL / ACCESSORIES	SERIAL NUMBER	BEGINNING METER READING	COPIES / PRINTS INCL PER INVOICE	BASE CHARGE PER INVOICE	OVERAGE CHARGE PER COPY
	4503 sp			12000	\$60.00	\$0.0050
					color	\$0.0500

- This agreement allows for an unlimited number of unscheduled maintenance calls, provided the calls are not a result of operator negligence. Metro Sales, Inc.'s responsibility with this agreement ceases if the equipment covered is repaired or adjusted by any person other than an authorized Metro Sales, Inc. technical representative, or the supplies used are not authorized or approved by Metro Sales, Inc.
- Service shall be provided without additional charge 8:00 a.m. to 5:00 p.m. Monday through Friday (except National holidays).
- The maintenance service plan includes all necessary parts with the following exceptions:
 - Cassettes, master units, exit trays, work trays or any item that is not related to the electromechanical operation of the equipment.
 - Parts damaged by fire, water, other acts of nature, misuse or negligence on the part of the customer or operators of the equipment
 - Photoconductors (master units) are considered supply items, not parts. Agreements include photoreceptor (drum) unless otherwise specified.
 - Any software system or related connectivity support.
- Maintenance with supplies agreements include toner, developer and master units. Supplies remain the property of Metro Sales, Inc. Supplies included are intended for the use in the machines referenced on this agreement. These agreements do not include paper and staples.
- Renews automatically unless cancelled in writing by either party 30 days prior to expiration. Prices subject to change at renewal time.
- It is the customer/user's responsibility to provide power that meets the specific equipment needs as well as proper service access space around the equipment. If either one or both of these conditions are not met, Metro Sales, Inc reserves the right to suspend this protection plan until the power deficiency is corrected and / or adequate service space is provided.
- In the event that Metro Sales, Inc. takes action to collect from customer/user any amounts due under the terms of this agreement or otherwise, it is agreed that customer/user shall pay all collection costs and disbursements including reasonable attorneys' fees. Interest on any unpaid balance shall accrue at the rate of 1% per month.
- Remote Monitoring Services: Remote monitoring services is software that permits automatic monitoring of the office machine (for example, a copier or printer) installed on the device or server/workstation. Current or future versions of remote monitoring services will provide the following types of functionality: remote meter reading, supply usage, reporting of malfunction/error codes, machine adjustments or firmware upgrades (the "Data"). Remote monitoring services cannot and does not collect customer/user document content or user information. Except for the limited Data captured by the software, this Agreement does not grant Metro Sales Inc. any rights to your documents or information. The Data will be transmitted via the Internet to a remote server maintained by Metro Sales Inc. and/or its subcontractors, which servers may be located either within the United States, or at locations outside the United States. Metro Sales Inc. uses reasonably available technology and reasonable security procedures to maintain the security of the Data; however, You acknowledge that no provider can absolutely prevent interception of data or guarantee security of information maintained on computers and on the Internet. Metro Sales Inc. retains all rights, title and interest to the Data, which it may use or provide to third parties authorized by Metro Sales Inc. in order to provide better service to You. Metro Sales Inc. may also use the Data for its regular business purposes including but not limited to product development and marketing research, however, the Data will not be provided to market research consultants in a form that personally identifies you. Metro Sales Inc. may dispose of the Data at any time when it is no longer necessary for Metro Sales Inc. own business purposes and without notice to You. Remote monitoring services are intended only for your internal use and only on the machine, workstation or server on which it is installed. All remote monitoring service technology is confidential and proprietary information of the manufacturer and/or its licensors protected by copyright, trade secret and other laws and treaties, Metro Sales Inc. retains full ownership of all intellectual property associated with any remote monitoring service

COMMENTS

AUTHORIZATION

AUTHORIZED BY (PLEASE PRINT):

TITLE

SIGNATURE FOR APPROVAL:

DATE

PO#

FEDERAL TAX ID NO.

LEASE NUMBER

EQUIPMENT LEASE AGREEMENT

FULL LEGAL NAME AND ADDRESS OF LESSOR

NAME OF LESSOR: ADDRESS: CITY/ZIP PHONE:

FULL LEGAL NAME AND ADDRESS OF LESSEE

NAME OF LESSEE: ADDRESS: 3033 St. Croix Trl. South CITY/ZIP Afton, MN 55001 PHONE: 651.436.5090

NAME AND ADDRESS OF SUPPLIER

NAME OF SUPPLIER: METRO SALES, INC ADDRESS: 1620 EAST 78TH STREET CITY/ZIP: RICHFIELD, MN 55423 PHONE: (612)861-4000

BILLING ADDRESS OF LESSEE

NAME OF LESSEE: ADDRESS: 3033 St. Croix Trl. South CITY/ZIP Afton, MN 55001 PHONE: 651.436.5090

RENTAL PAYMENT TERMS

60 Payments of \$230.00 (Plus applicable taxes) Rental Payment Period is Monthly Unless Otherwise Indicated

ADVANCE RENTAL PAYMENTS

1st Last month(s) due Received, plus Security Deposit

Table with columns: QUANTITY, EQUIPMENT DESCRIPTION, MODEL NO., SERIAL NO. Row 1: 1, Ricoh Copier, C4503 sp

TERMS AND CONDITIONS

1. Lease: Lessee agrees to lease from Lessor the Equipment listed above and on any attached schedule. Commencement of this Agreement shall occur upon acceptance of the Agreement by lessor and shall continue for the number of months shown above. LESSEE'S OBLIGATIONS ARE ABSOLUTE AND UNCONDITIONAL, AND ARE NOT SUBJECT TO CANCELLATION, REDUCTION, SETOFF OR COUNTERCLAIM. Security deposits are non-interest-bearing and may be applied by Lessor to cure a Lease default and/or to offset the cost of any required repairs, maintenance or cleaning after the Equipment is returned to Lessor. Subject to these terms, if Lessee is not in default at the time of termination, Lessor will then return the balance of the security deposit to Lessee without interest. In the event Lessee fails to make any payment when due, Lessee agrees to pay a late charge of 10% of each such late payment or \$20, whichever is greater. Lessor may charge Lessee a fee of \$25 for any check that is returned. You authorize us to insert or correct missing information of this Lease, including your proper legal name, serial numbers and any other information describing the Equipment. If you so request, and we permit the early termination of this Lease, you agree to pay a fee for such privilege. 2. Title: Title to the Equipment shall at all times remain in Lessor. Lessee at its expense shall protect and defend Lessor's title to the equipment and keep it free of all claims and liens other than the rights of Lessee hereunder and claims and liens created by or arising through Lessor. The Equipment shall remain personal property regardless of its attachment to realty, and Lessee agrees to take such action at its expense as may be necessary to prevent any third party from acquiring any interest in the Equipment as a result of its attachment to realty. Lessor may inspect the Equipment at any time during Lessee's regular business hours. 3. Equipment Use, Maintenance and Warranties: Lessee agrees that it is leasing the Equipment "AS-IS" AND LESSOR DISCLAIMS ANY AND ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WARRANTIES OF MERCHANTABILITY AND/OR FITNESS FOR A PARTICULAR PURPOSE AND ANY LIABILITY FOR CONSEQUENTIAL AND/OR INCIDENTAL DAMAGES ARISING OUT OF THE USE OF OR THE INABILITY TO USE THE EQUIPMENT. Lessor hereby assigns to Lessee any manufacturer warranties. Lessee shall, at Lessee's cost, keep the Equipment in good working condition and pay for all necessary supplies and repairs. 4. Assignment: Lessee agrees not to transfer, sell, sublease, assign, pledge or encumber either the Equipment or Lessee's rights under this Lease without Lessor's prior written consent. Lessee agrees that Lessor may sell, assign, or transfer the Lease and the new owner will have the same rights and benefits Lessor now has and the new owner will not have to perform any of Lessor's obligations here under thereafter and the rights of the new owner will not be subject to any claims, defenses, or setoffs that Lessee may have against Lessor. 5. Risk of Loss and Insurance: Lessee is responsible for all risks of loss or damage to the Equipment and if any loss occurs Lessee is required to satisfy all of its Lease obligations. Lessee will keep the Equipment insured against all risks of loss or damage for an amount equal to its replacement cost. Lessee will list Lessor as the sole loss payee for the insurance and provide Lessor with written proof of the insurance. If the Lessee does not provide such insurance Lessee agrees that Lessor shall have the right, but not the obligation, to obtain such insurance and add the cost of such insurance (and an insurance fee on which Lessor may earn a profit) to the amount due from Lessee or Lessor may bill Lessee and Lessee will pay monthly a property damage surcharge of up to .0035 of the total stream of payments as a result of Lessor's administrative costs, credit risk and other costs. Lessor may make a profit on this program. 6. Taxes: Lessee agrees to pay when due, either directly or as reimbursement to Lessor, all taxes (i.e., sales, use and personal property) and charges in connection with ownership and use of the Equipment. Lessee will indemnify Lessor on an after-tax basis against the loss of any tax benefits anticipated at the Rent Commencement Date arising out of Lessee's acts or omissions. 7. End of Lease Options: Lessee shall have the following options at the end of the term of this Lease, provided the Lease has not terminated early and no event of default under the Lease has occurred and is continuing: a) purchase the Equipment for its fair market value; b) renew the Lease; or c) return the Equipment in proper working order and as provided in Paragraph 8 of this Lease. 8. End of Lease Notice: Lessee will give Lessor at least 30 days written notice (to Lessor's address above) before the expiration of the initial Lease term (or any renewal term) of Lessee's intention to renew the Lease or to purchase or return the Equipment. If Lessee fails to notify Lessor in the time period provided, or having provided notice fails to return the Equipment, this Lease will automatically renew on the same terms for consecutive 30-day periods until terminated by either party upon thirty (30) days prior written notice.

9. Default and Remedies: Lessee is in default on this Lease if: a) Lessee fails to pay a Rent payment or any other amount when due; or b) Lessee breaches any other obligation under the Lease. In the event of a default, Lessor may: a) declare the entire balance of unpaid Rent payments for the full Lease term immediately due and payable; b) receive the Equipment's anticipated end of Lease fair market value plus reasonable collection and attorney fees and costs; c) charge interest on all monies due at the rate of 18% per year (or the highest interest rate allowed by law) from the date of default; d) require that Lessee immediately return the Equipment to Lessor or Lessor may peaceably repossess it, and e) exercise all other legal and equitable remedies available to Lessor, including repossessing the Equipment under a writ of replevin. Any return or repossession will not be considered a termination or cancellation of the Lease. If the Equipment is returned or repossessed Lessor may sell or re-rent the Equipment on terms acceptable to Lessor, with or without notice to Lessee, and apply the net proceeds (after deducting any related expenses, including attorney fees and costs) to Lessee's obligations. Lessee shall remain liable for any deficiency. 10. Indemnity: Lessee is responsible for all losses, damage, claims, infringement claims, injuries and attorneys' fees and costs ("Claims"), incurred or asserted by any person, in any manner relating to the Equipment, including its use, condition or possession. Lessee shall defend and indemnify Lessor against all Claims. This indemnity shall continue beyond the termination of this Lease, for all acts or omissions that occurred during the Term of this Lease and thereafter until the date the Equipment is returned to Lessor or its agent. 11. Miscellaneous: Lessee agrees the Lease is a Finance Lease as defined in Article 2A of the Uniform Commercial Code ("UCC"). Lessee agrees to waive any and all rights and remedies granted under Sections 2A-508 through 2A-522 of the UCC. This Lease and any guaranty of this Lease shall be governed and construed in accordance with the laws of Minnesota (other than its rules governing conflicts of law). Lessee and any Guarantor consent to personal jurisdiction in Minnesota and waive a trial by jury. Lessee agrees that the Equipment will only be used for business purposes and not for personal, family or household use. Lessee agrees that a facsimile copy of the Lease with facsimile signatures may be treated as an original and will be admissible as evidence of the Lease.

LESSOR: _____

Signature Date

Print Name Title

LESSEE: (FULL LEGAL NAME - SAME AS ABOVE)

Signature of Authorized Signer Date

Print Name Title

DELIVERY AND ACCEPTANCE CERTIFICATE

The undersigned hereby certifies that all the equipment described in the equipment lease between Lessor and the undersigned, dated _____, 20____, has been furnished, that delivery and installation of the equipment has been fully completed as required, with the delivery date being the date of this certificate, and that it has been accepted by the undersigned as satisfactory. Further, all conditions, and terms of said equipment lease have been reviewed and acknowledged.

Date of Delivery: _____

Lessee: _____

Signature Date

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

Meeting Date February 16, 2016

Council Action Memo

To: Mayor Bend and Members of the City Council
From: Ron Moore, City Administrator
Date: February 8, 2016
Re: Verify Depth of Well at House on Wastewater Treatment System Site

The house on the wastewater treatment system site has a well for which there is no documentation regarding its depth. If the depth of the well is 50 feet or less, the well will need to be abandoned/capped due to setback requirements to the wastewater treatment system. If the depth is greater than 50 feet, it can remain for future use. To determine the depth of the well, a well drilling contractor will need to pull the pump. If the well is less than 50 feet in depth, the contractor would abandon the well. If the well is greater than 50 feet in depth, the contractor would re-install the pump. Mantyla Well Drilling has provided a price quote of \$500-\$1,000 to pull the pump and measure the well depth. The price is dependent on the depth of pump, age of well, material condition/misc. repair, and time they need to spend. In some instances, the pump, once it is pulled, malfunctions and a new pump is needed. If the well is less than 50 feet deep and needs to be abandoned/capped, the cost would be \$1,500-\$1,800 depending on the depth.

COUNCIL ACTION REQUESTED:

Motion regarding authorizing Mantyla Well Drilling to pull the pump to determine the depth of the well, and to reinstall the pump if the depth is greater than 50 feet at a cost in the range of \$500 to \$1,000; and to abandon the well if the depth is less than 50 feet at a cost in the range of \$1,500 to \$1,800.

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

Meeting Date February 16, 2016

Council Action Memo

To: Mayor Bend and Members of the City Council
From: Ron Moorse, City Administrator
Date: February 8, 2016
Re: Stillwater School District School Consolidation Plan

Attached is a letter in opposition to the Stillwater School District's school consolidation plan. Mayor Bend requested this item be placed on the Council meeting agenda to provide an opportunity for the Council to comment to the School Board regarding the school consolidation plan, if the Council is interested in commenting. As the School Board is planning to consider the school consolidation plan at its February 11 meeting, the consolidation plan issue could be moot by the time of the February 16 Council meeting.

COUNCIL ACTION REQUESTED:

Motion regarding commenting concerning the Stillwater School District school consolidation plan.

From: "Nelson, Lindsay" <lanelson3@healtheast.org>
Subject: Please help Stillwater stop BOLD, save our schools

Hello,

I am writing you hoping to garner your support to help stop the BOLD initiative that will close 3 Stillwater Elementary schools. Stillwater superintendent Pontrelli and her administration have proposed BOLD under the guise of fiscal efficiency and higher educational quality and equity. However national evidence-based research has consistently shown that small school consolidation does not produce expected economies of scale that result in lower per-pupil costs.

In 2015 the residents of Stillwater were asked to vote through a \$97 million levy that we were assured would prevent the closing of any elementary schools (*School Board Learning Session*, 2014). Based on this belief we voted in support of the levy. However, now that the money is in, the BOLD initiative proposes the closing or "right sizing" of Marine, Withrow, and Oak Park elementary schools.

As you can imagine, this has upset many district 834 parents. Both Marine and Withrow are 5 star blue ribbon schools. Average MN standard test scores for Marine is 93.6%, Withrow 84.39%, and Oak Park 75.7% (MN report card, 2015). Marine, Withrow, and Oak Park have the highest out of district student enrollment rates in all Stillwater schools (Marine 27, Withrow 23, and Oak Park 12). These three schools also have the highest inter-district alternative student enrollment rates (Marine 38, Withrow 51, and Oak Park 138). This means that the parents of 62 children outside of district 834 chose to open enroll in these schools because they felt Marine, Withrow, and Oak Park were superior to their designated schools. This also shows that 227 students were alternate enrolled into Marine, Withrow, and Oak Park because their parents knew they would be more successful in these three schools than they would be in their zoned elementary schools (MN report card, 2015).

The BOLD initiative claims it will provide "equitable learning experiences" (BOLD FAQs, 2015). However 30 plus years of national evidenced-based research indicates that small school consolidation decreases academic performance and standard test scores for both the students from the closed schools and those from the schools receiving them (Howley, Johnson, & Petrie, 2011).

The school board reports they need to cut approximately \$1.2 million from the budget. I understand that BOLD proposes fiscal efficiency and higher educational quality and equity through school consolidation. However I fail to see how BOLD will fiscally benefit the district,

create equitable learning experiences, or improve access to support services when the literature consistently proves that:

-
- “...there appears to be no overall basis for expecting that significant financial advantage or increased revenue are necessary outcomes of consolidation” (Streifel, Foldes, & Holman, 1991).
-
- Class size and student/teacher ratios increase
- Academic performance decreases
- Student participation in extracurricular activities decreases
-
- Graduation rates lower
- Teacher performance decreases
-
- Dangerous school environments increases (Howley *et al.*, 2011).

A common myth is that small school consolidation provides an economy of scale. The research indicates otherwise:

- Upon review, 40 studies on the impact of school closures on costs and other factors reveal that “closing schools reduces per-pupil costs very little, if at all” (Valencia, 1984).
- Out of 49 school closures in districts nationwide, 35 had projected cost savings in support of proposed closures. Cost savings projections compared with actual changes in cost after the closures resulted in:
 - o 4 schools reported actual savings
 - o 6 concluded the closures had no cost impacts

- o 2 reported actual cost increases
 - o The remaining 23 remaining schools never calculated the changes in cost after the closures (Andrews, 1974).
- Jewell (1989) studied data from 50 states and the District of Columbia and found that student enrollment and per-pupil cost were not statistically related, suggesting that there are no economies of scale.
 - Streifel *et al.* (1991) analyzed revenue and expenditure changes for 3 years before and after 19 school districts experienced school consolidations. Comparing the rate of change to the state average rate of change, no statistically significant relationship between changes in the total cost per pupil were found in districts with consolidation versus districts without.
 - In 2003, the *Charleston Gazette*, in a national award winning series of articles on the cost of school closings in West Virginia, found that over a 10-year period the state closed 325 schools in pursuit of economies of scale, and in doing so considerably increased the number of central office administrators, despite the decreased number of students being served by the system. During this time per-pupil transportation costs more than doubled (Eyre and Finn 2003).

Research also shows that “right sizing” imposes fiscal hardships. Reasons for increased costs or reduced revenues that result from consolidation include:

- Moving personnel from salary schedules of smaller schools and districts to higher salary schedules of larger schools and districts
-
- Increased bargaining power of teachers
-
- More specialized staff
-
- Higher costs of having to transport students longer distances
-
- Higher rates of vandalism

-
- Lower support for bond levies
-
- Need for new and larger facilities (Sher and Tompkins 1977)

Consolidating or “right-sizing” our small schools greatly affects all the remaining schools in the district. The BOLD initiative will increase school sizes and student/teacher ratios, thereby limiting the amount of individual time teachers have per student.

Studies indicate that appropriate and effective size is 300-400 students for an elementary school (Cotton, 1996). Except for Anderson Elementary with 356 students, all the schools that are to remain open currently have enrollments of greater than 400 students (Rutherford 595, Stonebridge 476, Lake Elmo 715, Afton-Lakeland 501, and Lily Lake 491) (“School enrollment,” 2015).

Another myth of “right sizing” schools is that large schools are great equalizers, when in fact learning is more equitably distributed in smaller schools. Small schools achieve equity through smaller “communal” learning environments that reduce student and teacher alienation commonly identified in larger schools, and enhance student engagement in learning.

Smaller schools create a sense of connectivity and safety that result in higher student participation per capita. Students that participate in activities and feel connected to at school have higher academic achievements and are less likely to drop out. They attend school more regularly, have fewer behavioral problems, and higher self-esteem (Grauer, 2011).

Small size also makes it easier for teachers to create hands-on learning opportunities which engage students in rigorous academic work that has meaningful consequences in the local community.

Saving Withrow, Marine, and Oak Parks not only benefits our children but also our community as a whole. Economic and fiscal capacity of communities with schools are much larger than those without.

- From 1990 to 2000, 60% of communities with schools saw population growth; while only 46% of those without schools grew.
- Communities with schools had average housing values that were 25% higher than those in communities without schools.
- Communities with schools had high per capita incomes, a more equal distribution of income, less per capita income from public assistance, less poverty and less child poverty (Lyson, 2002).

Furthermore there are tremendous non-cash costs associated closely with large schools and most of these costs are impossible to affix a price tag to.

Non-cash costs of large schools include:

- Increased dropout rates
-
- Increased violence
-
- Decreased sense of connectedness and safety
-
- Lower teacher satisfaction and higher teacher turnover
-
- Lower achievement in college, and less happiness (Grauer, 2011).

The aspiration of the BOLD initiative to integrate the schools and fill them with diverse and equitable education opportunities is obviously commendable. But historically, aspirations have not lined up with results.

What is tangible and based in evidence is that closing Withrow, Marine, and Oak Park schools results in larger schools with increased school sizes and increased student/teacher ratios. The

research is clear students from larger schools have lower academic performance and achievement, lower graduation rates, and more behavioral problems (Grauer, 2011).

While I do not presume to know how to fix the district's budgetary issues, I do know that closing Withrow, Marine, and Oak Park is not the answer. The negative ramifications of "right sizing" are far reaching and will not only affect all students in the entire district, but also the sustainability of our Stillwater communities.

It is my sincerest hope that you agree \$1.2 million is not worth the negative ramifications that will affect all 8,300 students of district 834 and you will support the fight to stop BOLD. The school board meets on February 11th to vote on the BOLD initiative, if you have any time to meet in person and further discuss this information before then please contact me. For more information on our coalition to stop BOLD please visit stopboldcold.org. Thank you for taking the time to read my email.

Best Regards,

Lindsay Nelson BSN, RNC-OB

St. John's Hospital MCC

Cell: 763-670-1867

(Withrow Parent)

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Cotton, K. (1996). School size, school climate, and student performance. Retrieved from <http://www.ruraledu.org/articles.php?id=2425>

Grauer, S. R. (2011). Small versus large schools: The truth about equity, cost, and diversity of programming in small and large schools. *Community Works Journal*. Retrieved from http://communityworksinstitute.org/cwjonline/essays/a_essaystext/grauer_smallsch1.html

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Lindsay Nelson BSN, RNC-OB

St. John's Hospital MCC

Cell: 763-670-1867

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

Meeting Date February 16, 2016

Council Action Memo

To: Mayor Bend and Members of the City Council
 From: Ron Moorse, City Administrator
 Date: February 10, 2016
 Re: Liquor License Application – BJS Restaurants, LLC, dba the Lumberyard Pub at 3121 St. Croix Trail– **Public Hearing**

BJS Restaurants, LLC is planning to open a restaurant in the former Sail Away Café location at 3121 St. Croix Trail. They have applied for an on-sale license, an off-sale license, and a Sunday liquor license. The Washington County Sheriff's Department has completed the required background investigation on the applicant, and has indicated there was nothing found in the investigation that would be a reason to deny the license. The City's liquor licensing ordinance requires that a hearing be held to provide an opportunity for any person to be heard for or against the granting of the license.

Because the liquor license would become effective in mid-February, the Council can decide to pro-rate the on-sale liquor license fee. The following is the full annual fee amount vs. the pro-rated fee amount.

Prorated: 319 days of 365 = 87% of \$1,750 = **\$1,522.50 prorated from 2-15-16 to 12-31-16**

Or

New License amount:	On-Sale	\$1,400
	Sunday	\$ 200
	Off-Sale	\$ 150
		\$1,750 new 2016 Liquor License

COUNCIL ACTION REQUESTED:

Motion regarding the liquor license application by BJS Restaurants, LLC, dba the Lumberyard Pub at 3121 St. Croix Trail, including whether to charge the full fee of \$1,750 or the pro-rated fee of \$1,522.50.



RECEIVED

FEB 10 2016

Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division (AGED)
444 Cedar Street, Suite 222, St. Paul, MN 55101-5133
Telephone 651-201-7507 Fax 651-297-5259 TTY 651-282-6555

CITY OF AFTON

Certification of an On Sale Liquor License, 3.2% Liquor license, or Sunday Liquor License

Cities and Counties: You are required by law to complete and sign this form to certify the issuance of the following liquor license types:
1) City issued on sale intoxicating and Sunday liquor licenses
2) City and County issued 3.2% on and off sale malt liquor licenses

Name of City or County Issuing Liquor License City of Afton License Period From: 2/15/2016 To: 12/31/2016

Circle One: New License License Transfer Sail Away LLC Suspension Revocation Cancel 2/15/2016 (former licensee name) (Give dates)

License type: (circle all that apply) On Sale Intoxicating Sunday Liquor 3.2% On sale Off Sale

Fee(s): On Sale License fee: \$1,400.00 Sunday License fee: \$200.00 3.2% On Sale fee: \$ 3.2% Off Sale fee: \$150.00

Licensee Name: BJS Restaurants LLC (corporation, partnership, LLC, or Individual) DOB Social Security #

Business Trade Name The Lumberyard Pub Business Address 3121 St. Croix Trail S City Afton

Zip Code 55001 County Washington Business Phone Home Phone 952-223-4562

Home Address 21163 Ixonia Lane City Lakeville Licensee's MN Tax ID # 4368581 (To Apply call 651-296-6181)

Licensee's Federal Tax ID # 81-1258656 (To apply call IRS 800-829-4933)

If above named licensee is a corporation, partnership, or LLC, complete the following for each partner/officer:

John Baptist Vecere Partner/Officer Name (First Middle Last) 4930 Pineview Ln N Plymouth, MN Home Address 55442

William Michael Mauer (Partner/Officer Name (First Middle Last) 4445 Whistling Valley Trail Lake Elmo, MN Home Address 55042

Scott Eugene Dahl Partner/Officer Name (First Middle Last) 21163 Ixonia Lane Lakeville, MN Home Address 55044

Intoxicating liquor licensees must attach a certificate of Liquor Liability Insurance to this form. The insurance certificate must contain all of the following:

- 1) Show the exact licensee name (corporation, partnership, LLC, etc) and business address as shown on the license.
2) Cover completely the license period set by the local city or county licensing authority as shown on the license.

Circle One: (Yes) (No) During the past year has a summons been issued to the licensee under the Civil Liquor Liability Law?

Workers Compensation Insurance is also required by all licensees: Please complete the following:

Workers Compensation Insurance Company Name: FLINAS CASUALTY Policy # W227500

I Certify that this license(s) has been approved in an official meeting by the governing body of the city or county. City Clerk or County Auditor Signature (title) Date

On Sale Intoxicating liquor licensees must also purchase a \$20 Retailer Buyers Card. To obtain the application for the Buyers Card, please call 651-201-7504, or visit our website at www.dps.state.mn.us.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
2/10/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER KIM L BROWN INC PO Box 25407 Woodbury, MN 55125 www.klbins.com	CONTACT NAME: Kim L Brown, President	
	PHONE (A/C No. Ex): (651) 730-9803 FAX (A/C No.): (651) 578-2427	
INSURED Lumberyard Pub BJS Restaurants LLC 3121 St Croix Trail S. Afton, MN 55001 (763) 441-7040	E-MAIL: kim@klbins.com	
	ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	NAIC#
	INSURER A: Illinois Casualty	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

REVISION NUMBER:

COVERAGES CERTIFICATE NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			BP27500	2/15/16	12/31/16	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ none PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANYAUTO <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> NON-OWNED AUTOS <input type="checkbox"/> HIRED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WC27500	2/15/16	12/31/16	PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 100,000
A	Liquor Liability			LL27500	2/15/16	12/31/16	\$ 500,000 occurrence

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Coverage is continuous until canceled. All outdoor patio seating area is included in the coverage and extends up to 1000 feet from the premise.

CERTIFICATE HOLDER

City of Afton
3033 St. Croix Trail S.
PO Box 219
Afton, MN 55001
deputyclerk@ci.afton.mn.us

CANCELLATION

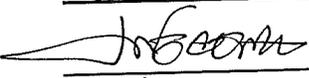
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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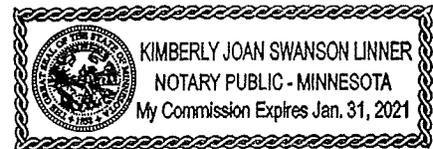
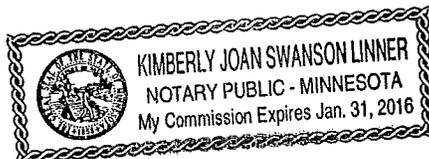
Liquor Licensee Notarization Form

Licensee Name: BJS Restaurants LLC
Business Trade Name: The Lumberyard Pub
Address: 3121 St. Croix Trail South, Afton
Contact Info: Scott Dahl -- 952-223-4562

<u>Partner Names</u>	<u>Signatures</u>
John Baptist Vecere	
William Michael Mauer	
Scott Eugene Dahl	

Notary Name Notary Signature
Kim Swanson Linner 

Notary Seal



This ^{11th} day February, 2016.

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

Meeting Date February 16, 2016

Council Action Memo

To: Mayor Bend and Members of the City Council
From: Ron Moorse, City Administrator
Date: February 11, 2016
Re: Nature's Trees, dba St. Croix SavATree, Exterior Building Design at Hudson Road Property with PID# 06.028.20.24.0002

At its January 19, 2016 meeting, the Council approved a variance application for Nature's Trees with a number of conditions, including that the City's Design Review/Heritage Preservation Commission (DR/HPC) review the exterior building design and provide a recommendation for the Council's final approval. The DR/HPC was provided with a copy of the Council's resolution with its conditions regarding the exterior building design. Nature's Trees provided a revised building design to meet the Council's conditions (see attached), and presented that design to the DR/HPC on February 10. The DR/HPC was supportive of the overall design and materials and provided a number of comments and suggestions for revisions. These included using a more naturalistic landscape plan with a variety of tree species, including some trees with a softer look rather than the homogeneous landscape plan shown on the east side of the property. Nature's Trees indicated they plan to include a mixture of species. The DR/HPC also suggested adding some vertical interest on the front building elevation. The DR/HPC recommended approval of the building design with the suggestions they made, on a vote of 4-0-0. Attached are the draft minutes of the February 10 meeting of the DR/HPC reflecting the Commission's recommendation.

COUNCIL ACTION REQUESTED:

Motion regarding the Nature's Trees, dba St. Croix SavATree, Exterior Building Design at Hudson Road Property with PID# 06.028.20.24.0002

**HERITAGE PRESERVATION COMMISSION
DESIGN REVIEW
City of Afton, Minnesota**

**SPECIAL MEETING MINUTES
February 10, 2016**

- Item 1. CALL TO ORDER:** The meeting was called to order at 5:05 pm.
- Item 2. ROLL CALL:** Present: Commissioners Randers, Cox, Stern, Bolton-Iverson
City Officials: Ron Moorse, City Administrator
Bill Palmquist, Councilmember Ward 1

Absent: Commissioners Vujovich
- Item 3. APPROVAL OF AGENDA:** The special meeting agenda was approved.
- Item 4. APPROVAL OF MINUTES:** Deferred to next regular meeting.
- Item 5. BUSINESS:**
- A. Design Review for Nature's Trees Proposed Building at the northeast corner of the property on Hudson Road with PID#06.028.20.24.0002:
- Presenters: Chris Muechleck – District Manager of St. Croix SavATree
Loren Morschen – Principal Architect with Linner-Morschen Architects
Jon Hormann – Project Manager at Graystone Construction
- City Administrator, Ron Moorse, reviewed the “Conditions of Approval of the Exterior Building Materials Variance”.
- The presenters handed out the latest version of the proposed building color perspective drawings including a site plan and exterior building elevation drawings.
- Commissioner Stern encouraged SavATree to use a “naturalistic approach” to the landscaping (a variety of tree selections). He also suggested differentiating the front concrete panels system (alternate colors, etc.) to give more interest to the façade.
- Chris Muchleck agreed with Stern regarding the trees and stated they are working with a landscape planner to refine the selections.

Selected exterior material samples were presented and colors were reviewed.

Sample 1: Rockface and burnished concrete block
By Anchor Block Company
Color: "Honey Mustard"

Sample 2: Metal panel for walls and doors (earth tones)
By NUCOR
Color: "Surrey Beige" and "Fox Grey"

Site Plan discussion:

Chris Muchleck stated that much of the natural topography has been retained and the existing trees at the front of the site that surround the wetland area will be protected. They give a nice screen (buffer) to the building.

A motion was made by Cox to approve the building materials and general exterior elevations as presented including the Commissions' review comments.

Seconded by: Bolton-Iverson

Vote taken: Vote: Yes - 4, No - 0, Motion carried

Item 6. OTHER:

- A. Tom Zahn, Zahn & Associates, Inc., will not have their draft reports for Local Preservation building Nomination completed by next week so the meeting will be changed to March.

Item 7. ADJOURNMENT:

A motion to adjourn was made by Cox.

Seconded by: Bolton-Iverson

Vote taken: Vote: Yes - 4, No - 0, Motion carried

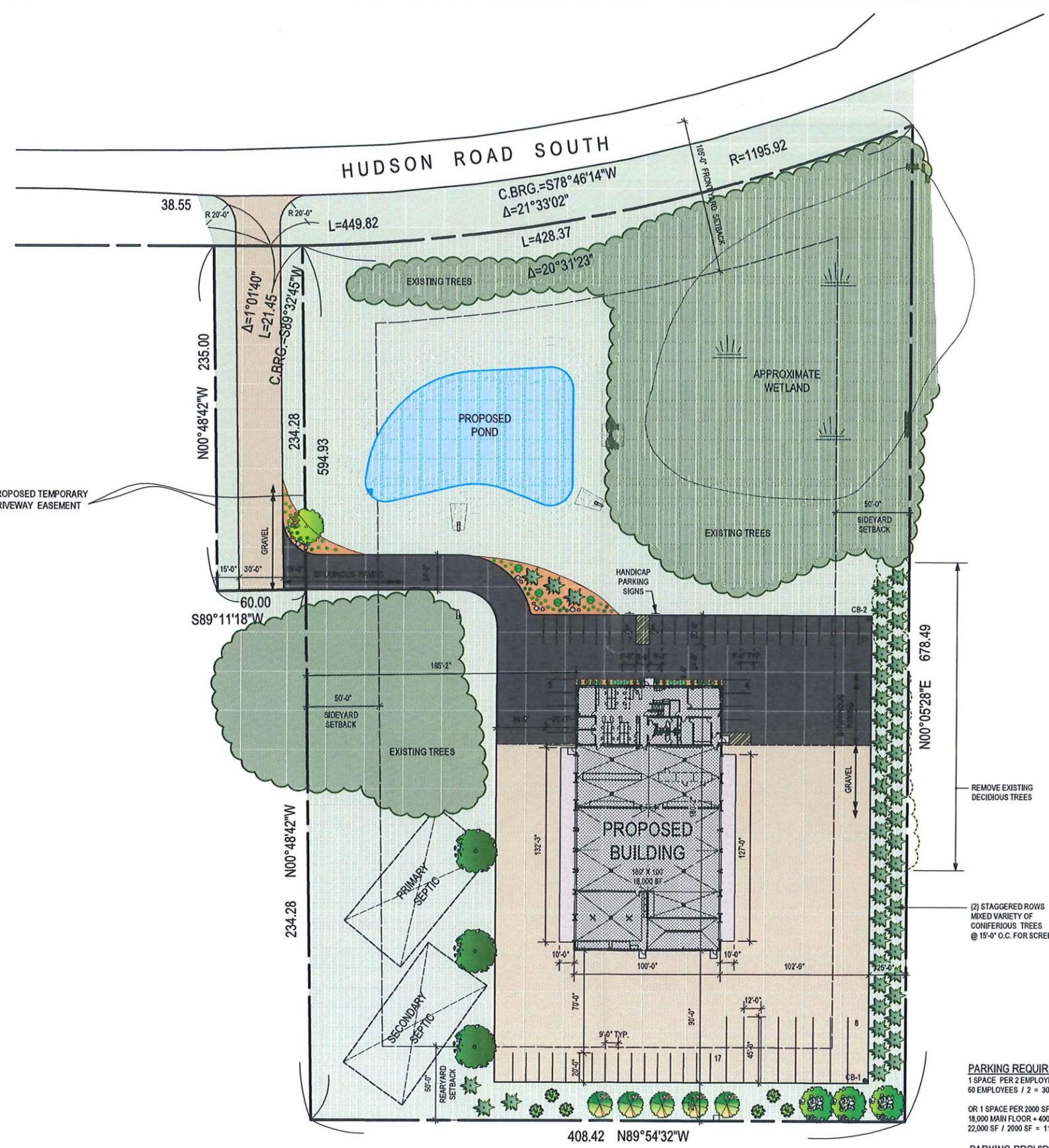
The next DR/HPC meeting will be: **Wednesday ~ March 9, 2016 @ 5:00pm**

Attachments: SavATree - Elevation, Colored Perspective and Site Plan drawing





PROPOSED TEMPORARY DRIVEWAY EASEMENT



1 SITE PLAN
Scale: 1" = 40'-0"

PARKING REQUIRED
1 SPACE PER 2 EMPLOYEES MAX. SHIFT
60 EMPLOYEES / 2 = 30 PARKING SPACES

OR 1 SPACE PER 2000 SF FLOOR AREA
18,000 MAIN FLOOR + 4000 SF 2ND FLOOR = 22,000 SF
22,000 SF / 2000 SF = 11 PARKING SPACES REQUIRED

PARKING PROVIDED
50 CARS
8 TRUCKS
58 TOTAL SPACES PROVIDED

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Bloomington, MN 55431
PHONE: (652) 844-4455



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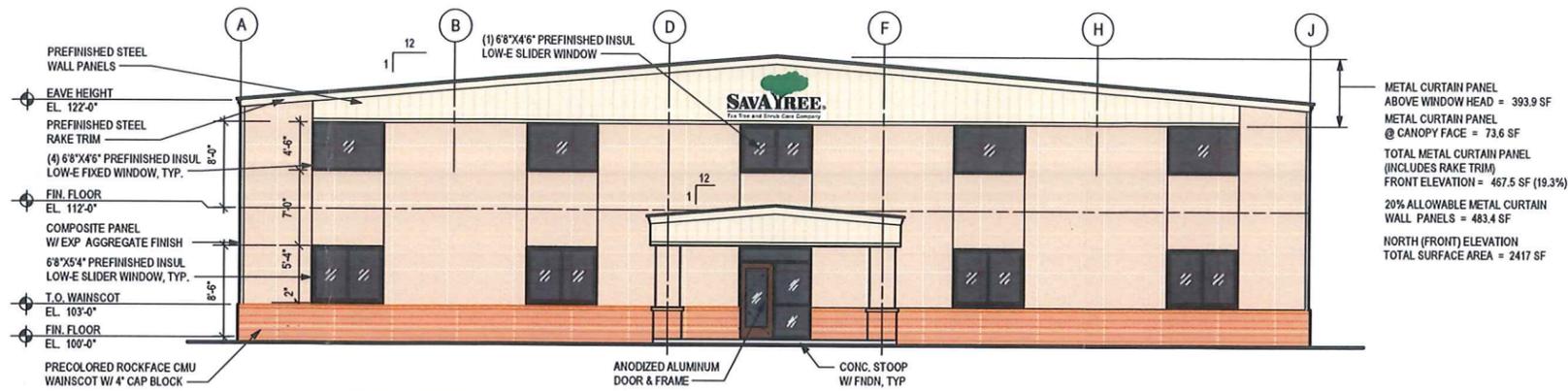
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GREYSTONE CONSTRUCTION

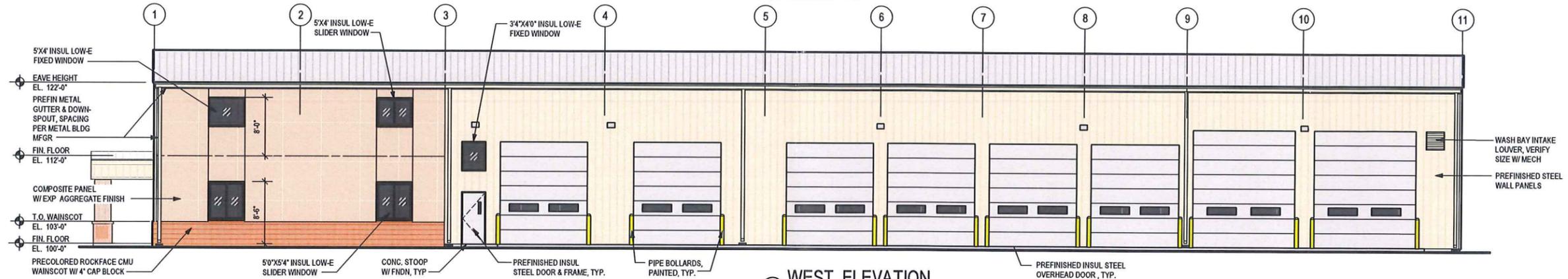
A New Facility for:
SavaTree
Afton, Minnesota

Revisions	
Drawn	C.A.W.
Checked	L.M.
Date	1-14-15
Job Number	1547
Sheet	P1

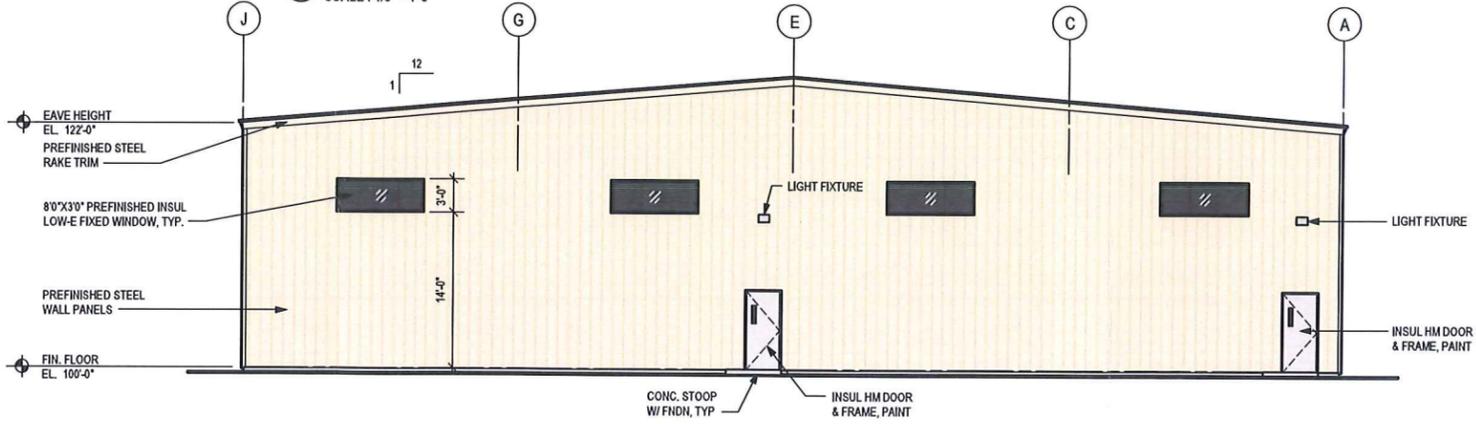


METAL CURTAIN PANEL ABOVE WINDOW HEAD = 393.9 SF
 METAL CURTAIN PANEL @ CANOPY FACE = 73.6 SF
 TOTAL METAL CURTAIN PANEL (INCLUDES RAKE TRIM) FRONT ELEVATION = 467.5 SF (19.3%)
 20% ALLOWABLE METAL CURTAIN WALL PANELS = 483.4 SF
 NORTH (FRONT) ELEVATION
 TOTAL SURFACE AREA = 2417 SF

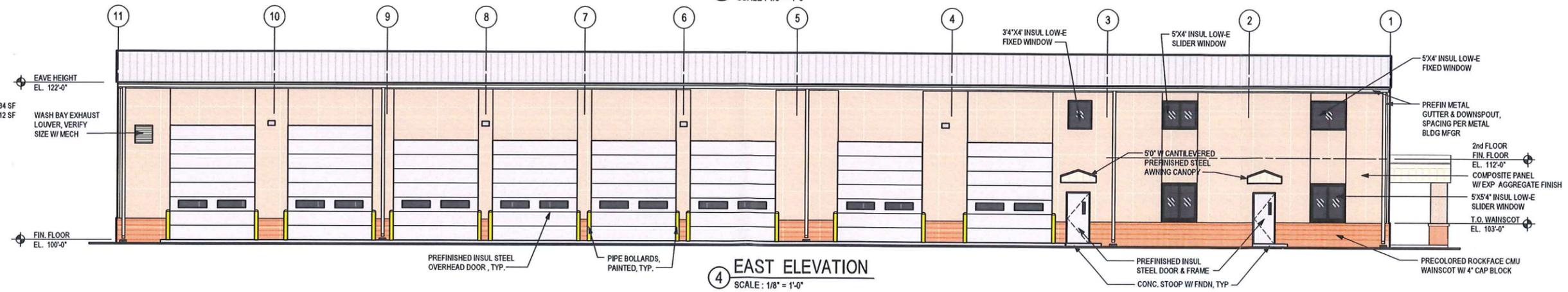
1 NORTH (FRONT) ELEVATION
 SCALE: 1/8" = 1'-0"



2 WEST ELEVATION
 SCALE: 1/8" = 1'-0"



3 SOUTH ELEVATION
 SCALE: 1/8" = 1'-0"



4 EAST ELEVATION
 SCALE: 1/8" = 1'-0"

METAL FASCIA PANEL = 134 SF
 (2) CANOPIES OVER SERVICE DRS = 12 SF
 TOTAL METAL PANEL @ EAST ELEV = 146 SF (5.7%)
 20% ALLOWABLE METAL CURTAIN WALL PANELS = 510.6 SF
 EAST (SIDE) ELEVATION SURFACE AREA = 2553 SF (DOES NOT INCLUDE OVERHEAD DOOR AREAS)

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A New Facility for:
SAVATREE
 The Tree and Shrub Care Company
 Atton, Minnesota

Revisions	
Drawn	C.A.W.
Checked	L.M.
Date	2-5-18
Job Number	1547
Sheet	P4

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

Meeting Date February 16, 2016

Council Action Memo

To: Mayor Bend and Members of the City Council
From: Ron Moorese, City Administrator
Date: February 9, 2016
Re: Annual Appointments - Lower St. Croix Partnership Team

At its January 19, 2016 meeting the Council approved annual appointments for 2016, with the exception of an appointment to the Lower St. Croix Partnership Team. The Council questioned whether this organization was still active or not, and directed staff to obtain information about the status of the organization. Staff contacted Jen Sorenson of the DNR for information regarding the Partnership Team. Jen indicated the Partnership Team has a potentially important role (see attached bylaws) but has not been particularly active recently. One of the duties of the Partnership Team is to review local land use actions for consistency with the intent of the Cooperative Management Plan, the National Wild and Scenic Rivers Act, the Wisconsin Lower St. Croix Preservation Act and the Minnesota Lower St. Croix Wild and Scenic River Act. This role could potentially involve the facilitation of dialogue and education regarding how preserving the quality and natural features of the St Croix River could protect and enhance the property values of shoreland property over the long term. Jen encouraged Afton to take an active role on the Partnership Team.

COUNCIL ACTION REQUESTED:

Motion regarding an appointment to the Lower St. Croix Partnership Team, and adding the appointment to the list of appointments attached to the 2016 appointments resolution.

BYLAWS

Lower St. Croix Partnership Team

(Adopted April 16, 2003)

(Amended March 17, 2004)

A. Duties.

The Lower St. Croix Partnership Team (Partnership Team) exists to advise the Lower St. Croix Management Commission (Commission). Its advisory communications shall be directed to the Commission and/or its member agencies. It has the following specific duties:

1. Advise the Commission on the development and revision of state land use rules
2. Advise the Commission on the development and revision of state water surface use rules
3. Conduct bimonthly post-decision review of local land use actions for consistency with the intent of the Cooperative Management Plan, the National Wild and Scenic Rivers Act, the Wisconsin Lower St. Croix Preservation Act and the Minnesota Lower St. Croix Wild and Scenic River Act, and periodically report to the Commission
4. Elect two nonvoting members to the Commission and two nonvoting members to the Commission's Technical Committee (Technical Committee).

B. Officers.

The Partnership Team shall elect the following officers, each of whom shall serve until the first meeting in each new calendar year (except that the initial officers shall serve until 2005), when an election of officers shall be the first item of business. The annual election of officers shall be conducted by staff assigned by the Minnesota and Wisconsin Departments of Natural Resources. It is desirable that, together, the officers represent both states and the river reaches above and below Stillwater. All Members shall be entitled to vote for each office, irrespective of their state of residence.

1. Chair and First Commission Representative. The Chair shall preside at all Partnership Team meetings unless he/she is unable to attend. The Chair shall consult with the Vice Chair and the assigned staffs of the Minnesota and Wisconsin Departments of Natural Resources concerning preparation of meeting agendas. The Chair must not be a resident of the same state as the Vice Chair. The Chair shall serve as the Partnership Team's first nonvoting Member on the Commission. She/he shall convey to the Commission communications from the Partnership Team relevant to its duties.

2. Vice Chair and Second Commission Representative. The Vice Chair shall perform the duties of the Chair when the Chair is absent. The Vice Chair shall assist the Chair in the

preparation of meeting agendas, in consultation with the assigned staffs of the Minnesota and Wisconsin Departments of Natural Resources. The Vice Chair must not be a resident of the same state as the Chair. The Vice Chair shall serve as the Partnership Team's second nonvoting Member on the Commission.

3. Technical Committee Representatives. There shall be two Technical Committee Representatives who shall serve as the Partnership Team's nonvoting Members of the Technical Committee. They shall convey to the Technical Committee communications from the Partnership Team relevant to its duties. Each shall be from a different state.

C. Membership.

1. Membership in the Partnership Team shall be by invitation of the Commission. Each Member may designate an official representative and an alternate representative. Each Member shall be entitled to one vote.

2. Representatives and alternates who represent a Member local government unit (LGU) with land use authority should keep informed about Riverway decision-making by their LGU.

3. All representatives and alternates should attend Partnership Team meetings, evaluate LGU decisions, observe trends, vote appropriately, advocate the official view of, and report to, their Member LGU or other organization.

4. The Partnership Team may recommend to the Management Commission that an additional non-governmental organization be invited to join if:

(a) A majority of the four officers, or by petition of 51 percent of the Partnership Team members, recommend such action after evaluating the following:

(1) that organization's views on the Vision Statement found in the Riverway's Cooperative Management Plan (2002);

(2) the organization's expertise, connection to the Riverway and organizational stability;

(3) the preservation of the balance of interests on the Partnership Team, including a recognition of the special status of local governments;

(4) and other pertinent facts.

(b) Indicators of organizational stability may include: history, meeting minutes, dues, website, newsletter, purpose in addition to Partnership Team participation, bylaws, finances, paid staff, office.

(c) Two-thirds of the representatives in attendance so vote at a meeting with a quorum present, following 30 days prior notice of the proposal to Partnership Team members.

(d) The Partnership Team may recommend to the Management Commission that a non-governmental organization member be removed if its representative or alternate misses six consecutive Partnership Team meetings.

D. Meetings.

1. For elections, for adoption of advisory communications to the Commission and for other business, a quorum shall be sixty percent of the average number of Members represented at the previous three meetings (except that for the first three meetings those present shall be a quorum).

2. Meetings of the Partnership Team shall be held at the call of the Chair or, in his/her absence, the Vice Chair. Meetings shall generally be held every other month, if duties warrant, and shall generally be held in the evening. Practical notice of meetings (a minimum of two-week's notice) shall be given to Members, representatives, alternate representatives and the public at least two weeks in advance. All Partnership Team meetings will be open to the public and conducted according to Robert's Rules of Order.

3. Meeting agendas, minutes, background materials and the information needed for post-decision reviews will be prepared and distributed by staff assigned by the Minnesota and Wisconsin DNRs.

E. Land Use Review Committee.

1. Local land use decisions being reviewed by the Partnership Team shall first be analyzed and summarized by the Land Use Review Committee (LURC). The LURC shall be made up of eight individuals: the chair and vice chair, the two Technical Committee representatives, and four additional individuals appointed by the chair from time to time from a pool of volunteers among member organizations' representatives and alternates. It is desirable that, together with the officers, the make-up of LURC represent both states and the river reaches north and south of Stillwater. The chair, at her/his discretion, shall select representatives whose qualifications include familiarity with land use issues and appreciation of the principles of consistency with the intent of the Cooperative Management Plan.

2. LURC shall conduct post-decision review of those matters requiring notification to DNR by local governments. LURC shall review application materials submitted by the local government to the DNR, the DNR's comment letter (if any), documentation of the local government decision, and subsequent DNR action, if any.

3. LURC shall then prepare a summary of the outcome of each local land use matter for presentation to the Partnership Team. That summary should include an opinion by LURC

as to whether the actions were consistent with the intent of the Cooperative Management Plan and supporting laws. The chair may invite representatives of the local governments whose land use decisions are being reviewed to be present and comment on the matters at hand, but they shall not participate in preparing the summary and opinion. All meetings of the LURC shall be open to the public.

F. Amendment.

These Bylaws may be amended by a quorum with a 2/3 vote of those present, following 30 days prior notice to Members of the substance of the proposal.

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

Meeting Date February 16, 2016

Council Action Memo

To: Mayor Bend and Members of the City Council
From: Ron Moorse, City Administrator
Date: February 10, 2016
Re: Staff Payroll Processing Changes

The hourly office staff have requested two changes related to the payroll process. One is to provide direct deposit of pay checks. The other is to institute a one pay period delay between the completion of timesheets and receiving a paycheck for those hours. Tom Niedzwiecki has indicated that providing direct deposit is a straightforward process that involves the staff members completing a direct deposit authorization form that provides their account information for the direct deposit, and Tom setting up the direct deposit.

Regarding the one pay period delay for paychecks, currently the office staff receive a paycheck at the end of a pay period for that pay period. To enable this, the staff need to estimate their hours for several days of each pay period. If the estimates are incorrect, they then need to correct their hours on the next time sheet. To avoid this, they have requested that the payroll process be shifted by one pay period so that when they complete a timesheet for one pay period those hours are not paid until the next pay day. This would eliminate the need to estimate hours. To make this transition, the change would result in one pay period when the office staff do not receive a paycheck. Both office staff members understand this and have requested this change. (This payroll processing procedure is currently used for Ken Johnson and the seasonal staff).

COUNCIL ACTION REQUESTED:

Motion regarding authorizing direct deposit of paychecks for all staff and instituting a one pay period delay in the processing of pay checks for the hourly office staff.

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Meeting Date February 16, 2016

Council Action Memo

To: Mayor Bend and Members of the City Council
From: Ron Moorse, City Administrator
Date: February 10, 2016
Re: Afton Historical Museum Funding Request and Agreement Regarding Maintenance of the Mount Hope Cemetery

In the Council's discussion of the request for funding from the Afton Historical Museum, the Council discussed the Museum taking on responsibility for the maintenance/preservation of the Mount Hope Cemetery. At that time, the Council had questions and concerns regarding the status of the cemetery in terms of being available for additional burials vs. being preserved as a historic cemetery. Staff has researched this issue and has determined the City needs to adopt an ordinance that sets out the regulations regarding the use and maintenance of the cemetery. This ordinance is being addressed as another item on the February 16 Council meeting agenda. The resolution of the cemetery use and maintenance issue could enable the Council to move forward with an agreement with the Afton Historical Museum regarding the maintenance and preservation of the cemetery. Stan Ross, President of the Afton Historical Museum, has prepared a draft of an outline of an agreement. Staff will flesh out the outline and provide the outline at the Council meeting.

COUNCIL ACTION REQUESTED:

Motion to provide direction regarding an agreement with the Afton Historical Museum for the maintenance and preservation of the Mount Hope Cemetery.

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

Meeting Date February 16, 2016

Council Action Memo

To: Mayor Bend and Members of the City Council
 From: Ron Moorese, City Administrator
 Date: February 10, 2016
 Re: City Hall Flooring and Toilet Replacement

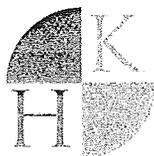
Previously, staff had provided to the Council a price quote for City Hall flooring and a price quote for toilet replacements. The Council approved the price quote for the toilet replacements, but directed staff to obtain additional pricing for the flooring to reduce the cost. Staff has obtained an additional price quote from Erskine flooring that reflects a significant cost reduction. The two price quotes are as follows:

<u>Quotes</u>	<u>Froggy's</u>	<u>Erskine</u>
Carpet Tiles	\$2,870.95	\$1,539.93
Floor Tile	<u>\$4,582.12</u>	<u>\$3,558.19</u>
	\$7,453.07	\$5,098.12

Staff recommends accepting the price quote from Erskine in the amount of \$5,098.12. The timing of the flooring replacement has become more critical as the toilet in the women's restroom is not working well. The flooring should be replaced before the toilet is replaced to avoid having to install the toilet twice.

COUNCIL ACTION REQUESTED:

Motion regarding approving the flooring replacement price quote from Erskine in the amount of \$5,098.12.



Frederic W. Knaak*
Wayne B. Holstad**

*Also Licensed in
Wisconsin & Colorado
*Qualified Neutral under Rule 114

**Also Licensed in Iowa &
Federal Court of Claims

HOLSTAD & KNAAK PLC
"Local in character, national in reputation, international in reach"

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MEMORANDUM: MONTHLY AFTON PROSECUTION REPORT

TO: MAYOR AND MEMBERS OF THE CITY COUNCIL
FROM: FRITZ KNAAK, AFTON CITY ATTORNEY
DATE: February 3, 2016

This past month, our office has represented the City in a total of 15 prosecutions that were followed through to conviction or alternative disposition. They break down as follows:

Arraignments & Rule 8 Hearings:	7
Pretrials:	4
Omnibus Hearings/Motions:	3
Court Trials:	0
Jury Trials:	0
Revocation/Plea/Sentencing:	1

The report from the court Hearing Officer regarding Afton tickets for the month of January is summarized as follows:

<u>Afton</u>		
Customers	9	
Citations	9	
Charges	11	
Disposed	2	% Resolved
CFD/DUP	1	33.33%
Contest/NG	1	
DNQ	5	
Extension	2	
No Guidelines	0	
Parking	0	
Petty Misdemeanor	5	
Misdemeanor	6	