



CITY COUNCIL AGENDA
AFTON CITY COUNCIL CHAMBERS
3033 St. Croix Trail South
TUESDAY, March 17, 2020
7:00 P.M.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

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

4. APPROVAL OF AGENDA

- A. Approval of the Agenda for the Regular City Council Meeting of March 17, 2020 -

5. APPROVAL OF MINUTES

- A. Minutes of the February 3, 2020 Council Work Session
B. Minutes of the February 18, 2020 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. Tom Niedzwiecki, Budget Report -
C. Utility Box Mural Project-
D. Lower St. Croix Fire District Report -

8. CONSENT AGENDA

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

- A. Just and Correct Claims
B. 4M Fund Transfers – JANUARY AND FEBRUARY – **Resolution 2020-16**

9. CITY COUNCIL BUSINESS

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

1. Brooks Variance Application at 14186 Valley Creek Trail – **Resolution 2020-17**
2. Short Term Rentals Ordinance – **Ordinance 03-2020**
3. Development of a Schedule of Noncompliance Fees and Other Enforcement Tools

B. Engineering Report – (Engineer Staff Report)

1. River Road Sanitary Sewer Sub-Project Update and Capra Pay Voucher No. 1
2. River Road Sanitary Sewer Project Update
3. 2020 Street Improvement Project Update

C. Administration –

1. Pay-Off of Downtown Project Temporary Bonds
2. Gehrke Property Exchange
3. Fire Inspection Program
4. Utility Box Mural Project
5. 2020 Pay Adjustments
6. 50th Street and St. Croix Trail Ditch Improvement
7. Acquisition of Skid Steer Loader
8. City Hall Restroom Fixture Replacement
9. 3M Settlement Update
10. 14725 Afton Boulevard Zoning Violation Update

D. Committee Reports -

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

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

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

11. ADJOURN

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

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

**DRAFT City Council Work Session Minutes
February 3, 2020
5:00 P.M.**

1. **THE MEETING WAS CALLED TO ORDER** at 5:00 P.M. by Mayor Palmquist.

2. **ROLL CALL:** Council Members Nelson, Ross, Wroblewski and Perkins, and Mayor Palmquist. **Quorum Present.**

ALSO PRESENT: City Administrator Ron Moore

3. **APPROVAL OF AGENDA**

Motion/Second: Ross/Wroblewski. To approve the agenda. Motion carried 5-0-0.

4. **CITY COUNCIL BUSINESS**

A. **Preservation of Property at 2398 St. Croix Trail**

Moore explained that when the 31-acre property at 2398 St. Croix Trail was placed on the market, the property owner contacted Belwin regarding their possible interest in the property. The property is located directly north of a parcel owned by Belwin and directly south of Afton's wastewater treatment site. The property contains one house, and the remainder is open space with hills, wetlands and a significant amount of Valley Creek shoreline. Belwin and Washington County are interested in partnering with Afton to preserve the property in its natural state. Washington County will lead an effort to obtain grant funding to preserve the property if Afton confirms through a resolution that the property is a high priority for preservation.

The Council agreed that a resolution should be included for adoption on the February 18 Council meeting agenda.

B. **Gehrke Property Exchange Update**

Moore provided an update regarding recent discussions with Jim Gehrke regarding the property exchange involving the house on the City's wastewater treatment site property.

A number of issues to be resolved regarding the land exchange were identified. The Council directed Moore to develop options for resolving the issues and bring them to the February 18 Council meeting.

C. **Utility Box Mural Project**

Moore explained the St. Croix Utility Box Mural Project, which has provided murals in Stillwater and Marine on St. Croix., and could be expanded to include Afton.

The Council directed Moore to obtain additional information regarding the longevity of the murals and whether one mural could be painted at a cost of \$250.00.

D. **2020 Goal Setting**

Moore described the goal setting process and provided the list of goals established for 2019, with completed goals highlighted. The Council directed further discussion of 2020 goals the February 18 be included on the February 18 Council meeting agenda.

E. **3M Settlement Drinking Water Supply Plan Update**

Moore explained that, in March, the MPCA/DNR (the co-trustees) will meet with each of the east metro cities to discuss and obtain feedback regarding the long term drinking water supply options and good, better, best recommendations; and indicated staff would like direction from the Council regarding whether the meeting with the co-trustees should include the full Council or staff and a subset of the Council.

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The Council agreed the meeting should include the full Council.

5. ADJOURN –

**Motion/Second: Wroblewski/Ross. To adjourn the meeting at 6:28 p.m.
Motion carried 5-0-0.**

Respectfully submitted by:

Ronald J. Moorse, City Administrator

Approved by Council on March 17, 2020 as (check one): Presented: _____ Amended: _____

Signed by Mayor Bill Palmquist _____ Date _____

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

DRAFT City Council Regular Meeting Minutes
February 18, 2020
Afton City Hall
3033 St. Croix Trail
Afton, MN 55001
7:00 P.M.

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11 **1. THE MEETING WAS CALLED TO ORDER** at 7:00 P.M. by Mayor Bill Palmquist

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

14
15 **3. ROLL CALL:** Mayor Palmquist, Council Members Lucia Wroblewski, Stan Ross, Absent were Annie
16 Perkins, Randy Nelson (both excused). **A Quorum was present.**

17 **ALSO PRESENT:** City Accountant Tom Niedzwiecki, City Administrator Ron Moorse, City Engineer
18 Susan Polka.

19
20
21 **4. APPROVAL OF AGENDA –**

22 Add items: 9c12 extra patrols for summer, 2d dwelling unit at 1475 Afton blvd, 7b Sarah Valley Branch
23 Library, fire dept. inspections

24 **Motion/Second Ross/Wroblewski to approve the agenda for the February 18, 2020 Regular City**
25 **Council meeting with additions. Passed 3-0.**

26
27 **5. APPROVAL OF MINUTES**

28 B. Minutes of the January 21, 2020 Regular City council meeting. – 2 changes, see notes.

29 **Motion/Second Wroblewski/Ross to approve the minutes of the January 21, 2020 City Council**
30 **meeting. Passed 3-0.**

31
32 **6. PUBLIC INPUT –**

33 Kathy Graham, Trading Post Trail; Provided comment on Afton Creek Preserve item c1. Stated that money
34 for these items should all be covered by the escrow account as it all relates back to the development agreement.

35
36 Richard Bend 1002 Stagecoach Trail S; He is an adjacent landowner to the Five Oaks subdivision, very much
37 in favor of the application being approved. Would potentially suggest that the donation to Belwin be a
38 condition of council’s approval – unless there is a tax implication (there is).

39 Regarding the proposed conservation on Valley Creek: in addition to items listed, the Natural Resources
40 Inventory gives this area a high priority rating. This property will provide a wildlife corridor and excellent
41 habitat.

42 Also suggest adding on annual list of goals to have NRGC map out areas of high quality to be preserved pro-
43 actively.

44
45 **7. REPORTS/PRESENTATIONS –**

46 **A. Sheriff’s Monthly Report**

47 Sgt Van Klei introduced new Deputy Brandon who is taking Steve Wittles position. He will be the
48 afternoon relief deputy 3 days/week. Afternoon full time is Deputy Mancini .

49
50 **B. Sarah Meyer, VB library Valley Forward Group Coordinator.** 334 people attended the grand opening of
51 the new library. The new space contains new meeting rooms, computer areas, children’s area, activities.
52 Hours are being looked at for possible extension.
53

- 54 C. Tom Niedzwiecki, Budget Report
55 Provided an overview of the financial reports.
56
- 57 D Lower St. Croix Fire District Report
58 Richard Bend reported the budget process is proceeding and a draft will be out for review. Relief Association
59 will have bylaws which will need approval from the city.
60
- 61 **8. CONSENT AGENDA**
62 A. Just and Correct Claims
63 **Motion/Second Ross/Wroblewski to approve the Just and Correct Claims. Passed 3-0.**
64 B. 4M Fund Transfer – Resolution – none this month
65
- 66 **9. CITY COUNCIL BUISINESS**
67 **A. Planning Commission Report – (PC report & Draft PC minutes)**
68 1. Lisa Buck Variance Application – Resolution 2020-12
69 PC Chair Kopitzke summarized the application. The variance is to allow a garage structure proposed
70 to be located 56 feet from the centerline of Upper 34th Street vs. the required 105 foot setback. The
71 planning commission discussed the amount of disturbance to the slope and requirements for the sink
72 drain.
73 Council member Wroblewski requested adding text to condition #4 to require sink drain compliance
74 to county requirements prior to construction.
75 **Motion/Second Palmquist/Ross to approve Resolution 2020-12 Variance application by Lisa**
76 **Buck at 15740 Upper 34th Street with addition to condition #4 noted above. Roll Call: All aye,**
77 **Passed.**
78
- 79 2. Five Oaks Family Farm Subdivision and Variance application
80 Five Oaks Family Farm has applied for a Minor Subdivision and Variance at 120 and 502 Stagecoach
81 Trail to subdivide the two existing parcels to create three parcels. The two existing parcels are 148
82 acres and 92 acres respectively, and each has an existing house. The proposed subdivision would
83 create three parcels 1) 73 acres; 2) 28 acres; 3) 139 acres. The two smaller parcels are planned to remain
84 residential parcels with conservation easements. The large parcel is planned to be donated to the
85 Belwin Conservancy.
86
87 Mayor Palmquist suggested the following additions to the Resolution:
88 **Add new Finding #11 “A stated goal of the Comprehensive Plan is plan to protect steep slopes”**
89 **New Finding #17 “Long term protection of open space contributes to the community’s value**
90 **proposition for current and future property owners.”**
91 **Add new Condition #8: “The park dedication fee shall be determined by staff. If at such time**
92 **the parcel is donated or otherwise becomes unbuildable and public access becomes is made**
93 **available to any portion of that parcel, the park funds shall be made will be available to facilitate**
94 **that access.”**
95
96 **Motion/Second Palmquist/Wroblewski to approve Resolution 2020-15 approving the Minor**
97 **Subdivision and Variance application by Five Oaks Family Farm at 120 and 502 Stagecoach**
98 **Trail with the additions above. Roll Call: All Aye, Passed.**
99
- 100 3. Brooks Variance
101 This items was tabled for further review by the planning commission.
102
- 103 4. Election of Officers
104 Planning Commission Chair – Kris Kopitzke, Vice Chair - Sally Doherty, Secretary - Doug Parker.
105

- 106 5. Short Term Rentals ordinance
107 Public hearing will be held next month.
108

109 **A. Engineering Report – (Engineer Staff Report & Council Update)**

110 1. River Road

111 Engineer Susan Polka, provided an update. One service is done to one property, the other should be
112 done next week. Have worked with school district to begin work after morning bus goes through.
113 Council member Ross stated that it would be nice to have email addresses of homeowners to contact
114 quickly.
115

116 2. Award of bid for River Road Sanitary Sewer project

117 Bids were opened from seven contractors.

118 **Motion/Second Palmquist/Ross to approve resolution 2020-14 awarding a construction contract**
119 **for the River Road Sanitary Sewer project to Geislinger & Sons in the amount of \$344,150.00.**
120 **Roll call: All Aye, passed 3-0.**
121

122 **C. Administration –**

123 1. Afton Creek Developer dispute regarding escrow account charges

124 Administrator Moose stated that the developer has disputed charges from the city engineers related
125 to resident complaints.

126 Council member Ross stated he wants to be sure we are being fair.

127 Council member Wroblewski stated that regardless of who the complaints were from, the issues
128 were real and needed to be addressed. Developers engineer was not engaged so we had to do the
129 work, Ms. Hildebrand addressed many of these issues. Violations were occurring. We are being fair,
130 this was the agreement.

131 Mayor Palmquist stated that the time issue is real. If time is billed for phone call...could see
132 perhaps not billing that. How many charges are related to explaining v.s. addressing the real issue.

133 Council member Wroblewski stated that the June issues were related to trucks hauling. Likely more
134 of WSB's time was spent than what was logged. That is the developer's responsibility.

135 Mayor Palmquist stated he would be willing to review; actionable events are billable.

136 Administrator Moose stated that there will be costs coming this spring and summer. Construction
137 shouldn't start if there is nothing in the escrow account.

138 **Motion/ Wroblewski/ Move that the developer must pay these charges and no construction**
139 **can occur unless the escrow funds are replenished. (Motion fails, no second)**

140 Tim Keen, Attorney for Developer. Stated they have no objection to fair & reasonable expenses.

141 Do object to others, feels review would be appropriate to look at charges. Stated that WSB charges
142 were too high.

143 Council member Ross stated he had direct experience going down there; agreement was no trucks
144 on Odell, during construction trucks were there.

145 Mayor Palmquist stated that our engineering firm shouldn't be disparaged. There is ample evidence
146 of problems down there that they were dealing with.

147 Mr. Carlson, Developer; stated that the trucks were wrong. However, Plow Engineering approved
148 everything and WSB monitoring was overkill.

149 Mayor Palmquist stated that staff will review the charges with the engineer.
150

151 2. Preservation/Conservation plan for Valley Creek properties, Resolution 2020-15

152 **Motion/Second Ross/Wroblewski to adopt Resolution 2020-15 identifying the property at 2398**
153 **St. Croix Trail as a high priority for preservation and conservation and that the City will**
154 **partner with Washington County and its Land and Water Legacy Program and the Belwin**
155 **Conservancy for the acquisition and preservation of the property. Roll call: All Aye, passed 3-**
156 **0.**
157

- 158 3. Gerhke Property Exchange
159 **Motion/Second Ross/Palmquist to have staff move forward with plan “d” as described on the**
160 **council action memo.**
161 Discussion
162 Need decision by March special meeting
163 **Council member Ross amend motion to add “and to look at creative ways to complete”.**
164 **(Palmquist second).**
165 **Motion vote: Passed 3-0.**
166
- 167 4. 2019 General fund surplus
168 Council member Ross provided a list of necessary IT replacements and upgrades, additional
169 document scanning needs and additional audio visual equipment upgrades in the Council
170 Chambers.
171 **Motion/Second Ross/Palmquist to approve Resolution 2020-16 and move funds into legal**
172 **reserve account for funding gap.**
173 Discussion was held regarding future and present needs. Ron & Kens PC’s as well as the laptop in
174 the chambers are running Windows 7. The merits of scanning old meeting minutes and ordinances
175 was discussed. Palmquist would not recommend scanning the old minutes to save money.
176 Council member Ross stated that email migration is priority, then computer replacement.
177 Administrator Moore stated that \$11,000 from the cable commission plus the \$5,000 will cover
178 pcs, laptop, scanning, email migration, microphones. In 3 yrs will need to replace other server.
179 Council member Wroblewski noted that the scanning projects are divided up on the sheet.
180 Mayor Palmquist recommended scanning the subdivision files now, others next year.
181 **Ross/Palmquist amend motion to move \$54,000 to legal reserve/project overruns, \$5000 to**
182 **present needs for IT. Passed 3-0.**
183
- 184 5. Interim ordinance moratorium
185 **Motion/Second Wroblewski/Ross to approve adoption of Ordinance 02-2020 an interim**
186 **ordinance establishing a moratorium on permits for non-residential and non-agricultural**
187 **principal structures in the Ag, AP and RR zones. Roll call: All Aye, Passed 3-0.**
188
- 189 6. Solution for email server with outdated operating system
190 Done
191
- 192 7. Policy regarding direct access to the city’s contracted service consultants
193 **Motion/Second Palmquist/Ross to have develop policy regarding having requests to contact**
194 **contracted professionals go through city staff. Passed 3-0.**
195
- 196 8. Additional document scanning projects
197 Done
198
- 199 9. Kim Myhers application to serve on the NRGC
200 **Motion/Second Wroblewski/Ross to approve appointment of Kim Myhers to a 3 year term**
201 **on the Natural Resources & Groundwater Committee. Passed 3-0.**
202
- 203 10. LED Lighting project at public works shop
204 **Motion/Second Ross/Palmquist to replace the lights in the Public Works garage on**
205 **Stagecoach Trail at a cost of \$1,400. Passed 3-0.**
206
- 207 11. City hall led lighting update

208 **Motion/Second Wroblewsk/Ross authorizing the light fixtures in the restrooms to be replaced**
209 **as part of the City Hall lighting project at a cost of \$250.00. Passed 3-0.**

210
211 12. Extra traffic patrols
212 Council member Ross recommend the city request extra traffic patrols on Memorial Day weekend.

213
214 13. Second dwelling unit at 1475 Afton blvd.
215 Mayor Palmquist stated the property was not to have a kitchen, but it does and it's being rented
216 out.
217 Attorney Knaak recommend sending a letter informing the new owner of the record and
218 conditions, and that it is illegal.

219
220 14. Fire department inspections
221 Revisit next month.

222
223 **D. Committee Reports**

- 224 1. Public Works – no report
- 225 2. Personnel – no report
- 226 3. Parks – no report
- 227 4. Heritage Preservation Commission / Design Review – no report
- 228 5. Natural Resources and Groundwater – no report

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

- 231 A. Ward 1 Council Member Perkins – absent
- 232 B. Ward 2 Council Member Wroblewski – water consortium meeting
- 233 C. Ward 3 Council Member Ross – no report
- 234 D. Ward 4 Council Member Nelson – absent
- 235 E. Mayor Palmquist – no report
- 236 F. City Attorney Knaak – no report
- 237 G. City Administrator Moorse – no report

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239 **11. ADJOURN**

240 **Motion/Second Palmquist/Ross to adjourn. Passed 3-0.**

241 Meeting adjourned at 9:53 PM

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247 Respectfully submitted by:

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249 _____
250 Julie Yoho, City Clerk

251
252 Approved by Council March 17, 2020 as (check one): Presented: _____ Amended: _____

253
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255 Mayor Bill Palmquist _____ Date _____

Citations for: Afton

2/1/2020 To 2/29/2020

Agcy	Date	Citation Number	Badge	Officer Name	Citation Type	Block	Street Name	Str Sfx	Cross Street Name	Cross St Sfx	City	Literal Description	Statute
WCSO	2/2/2020	820009003302	WC130 96	J. Workman	Citation	0	HUDSON BAY		NEAL AVE S		Afton	DL-Drive After Suspension/DAS Traffic - Speeding - Exceed Speed Limit Posted in Local Jurisdiction Speed Zones	171.24.1
WCSO	2/2/2020	820009003302	WC130 96	J. Workman	Citation	0	HUDSON BAY		NEAL AVE S		Afton	DL-Drive After Suspension/DAS Traffic - Speeding - Exceed Speed Limit Posted in Local Jurisdiction Speed Zones	169.14.5
WCSO	2/4/2020	820044003501	WC107	D. Anschutz	Citation	0	NEAL AVE S		22ND ST S		Afton	MOV-Speed-Exceed 55 mph	169.14.2(a)(3)
WCSO	2/5/2020	820012003601	WC126 7	S. Mancini	Citation	0	NEAL AVE S		15TH ST S		Afton	MOV-Speed-Exceed Speed Limit Posted in Local Jurisdiction	169.14.5
WCSO	2/6/2020	820001003701	WC115	M. Tellez	Citation	0	MANNING AVE S		60TH ST S		AFTON	MOV-Speed-Exceed 55 mph	169.14.2(a)(3)
WCSO	2/6/2020	820001003702	WC115	M. Tellez	Citation	0	MANNING AVE S		60TH ST S		Afton	MOV-Speed-Exceed 55 mph	169.14.2(a)(3)
WCSO	2/6/2020	820001003703	WC115	M. Tellez	Citation	0	MANNING AVE S		60TH ST S		Afton	MOV-Speed-Exceed 55 mph	169.14.2(a)(3)
WCSO	2/6/2020	820001003704	WC115	M. Tellez	Citation	0	MANNING AVE S		40TH ST S		Afton	MOV-Speed-Exceed 55 mph	169.14.2(a)(3)
WCSO	2/6/2020	820001003705	WC115	M. Tellez	Citation	0	MANNING AVE N		40TH ST S		Afton	MOV-Stop Sign Violation	169.30(b)
WCSO	2/6/2020	820001003706	WC115	M. Tellez	Citation	0	MANNING AVE S		60TH ST S		Afton	MOV-Speed-Exceed 55 mph	169.14.2(a)(3)
WCSO	2/8/2020	820026003901	WC130 97	B. Gunderson	Citation	0	NEAL AVE S		VALLEY CREEK RD		Afton	MOV-Speed-Exceed 55 mph	169.14.2(a)(3)
WCSO	2/11/2020	820012004201	WC151	J. Stafne	Citation	0	HUDSON RD S		INDIAN TRL S		Afton	MOV-Speed-Exceed Limit	169.14.2(a)
WCSO	2/12/2020	820012004301	WC151	J. Stafne	Citation		500 MANNING AVE S				Afton	MOV-Speed-Exceed 55 mph	169.14.2(a)(3)
WCSO	2/16/2020	820012004701	WC130 97	B. Gunderson	Citation	12700	40TH ST S				Afton	MOV-Speed-Exceed 55 mph	169.14.2(a)(3)
WCSO	2/19/2020	820032005001	WC130 96	J. Workman	Written Warning	0	HUDSON BAY		NEAL AVE N		Afton	Traffic - Speeding - Exceed Speed Limit Posted in Local Jurisdiction Speed Zones	169.14.5

Citations for: Afton

2/1/2020 To 2/29/2020

Agcy	Date	Citation Number	Badge	Officer Name	Citation Type	Block	Street Name	Str Sfx	Cross Street Name	Cross St Sfx	City	Literal Description	Statute
WCSD	2/20/2020	820030005102	WC126 2	N. Davis	Citation	0	MANNING AVE S		40TH ST S		Afton	MOV-Stop Sign Violation	169.30(b)
WCSD	2/29/2020	820021006001	WC122 8	J. Ramirez	Citation	0	MANNING AVE N		40TH ST N		Afton	MOV-Speed-Exceed 55 mph	169.14.2(a)(3)
WCSD	2/29/2020	820021006002	WC140	M. Lindholm	Citation	0	MANNING AVE S		50TH ST N		Afton	MOV-Speed-Exceed 55 mph	169.14.2(a)(3)

Incident Summary Report PUBLIC

From:2/1/2020 12:00:00 AM To:2/29/2020 11:59:59 PM



WASHINGTON COUNTY SHERIFFS OFFICE

AFTON - 96

2/1/2020 2:49:54 PM	WC20004534	Manning Ave S / Hudson Rd S, AFTON	ACCIDENT
2/1/2020 6:30:15 PM	WC20004561	Neal Ave S / 10th St S, AFTON	ACCIDENT
2/1/2020 6:47:05 PM	WC20004567	12XXX 40th St S, AFTON	ABANDONED VEHICLE
2/3/2020 8:41:36 AM	WC20004780	XXX NEAL AVE S, AFTON	DEER TAG
2/3/2020 9:20:14 PM	WC20004864	32XXX -3999 NEAL AVE S, AFTON	DIRECTED PATROL
2/4/2020 7:36:42 AM	WC20004909	25XXX -2998 NEAL AVE S, AFTON	TRAFFIC STOP
2/4/2020 6:01:06 PM	WC20004975	40TH ST S / NEAL AVE S, AFTON	DIRECTED PATROL
2/4/2020 7:35:34 PM	WC20004989	12XXX HUDSON RD S, AFTON	DIRECTED PATROL
2/4/2020 9:41:23 PM	WC20005008	37XXX -4499 SAINT CROIX TRL S, AFTON	DIRECTED PATROL
2/5/2020 12:27:53 AM	WC20005035	Manning Ave N / I94, AFTON	TRAFFIC STOP
2/5/2020 6:26:37 AM	WC20005063	30XXX -998 NEAL AVE S, AFTON	DIRECTED PATROL
2/5/2020 9:53:18 AM	WC20005092	12XXX 50th St S, AFTON	ANIMAL COMPLAINT
2/5/2020 1:26:24 PM	WC20005123	13XXX 33rd St S, AFTON	SUSPICIOUS PERSON/ACTIVITY
2/5/2020 2:26:31 PM	WC20005135	5XXX Saint Croix Trl S, AFTON	911 ABANDONED/HANGUP/OPEN LINE
2/5/2020 5:19:23 PM	WC20005156	40TH ST S / NEAL AVE S, AFTON	DIRECTED PATROL
2/5/2020 8:45:26 PM	WC20005187	3XXX - 4499 SAINT CROIX TRL S, AFTON	DIRECTED PATROL
2/6/2020 8:42:25 AM	WC20005255	1XXX Neal Ave S, AFTON	SUSPICIOUS PERSON/ACTIVITY
2/6/2020 9:35:18 AM	WC20005260	I94 Wb Jeo Manning Ave N, AFTON	ASSIST OTHER AGENCY
2/6/2020 12:29:54 PM	WC20005279	Manning Ave S / 40th St S, AFTON	TRAFFIC STOP
2/6/2020 1:29:25 PM	WC20005288	Manning Ave S / 60th St S, AFTON	TRAFFIC STOP
2/6/2020 7:27:40 PM	WC20005337	13XXX -13998 15TH ST S, AFTON	DIRECTED PATROL
2/7/2020 9:22:39 AM	WC20005398	14XXX 32nd St S, AFTON	CITIZEN/PUBLIC ASSIST
2/7/2020 11:45:59 AM	WC20005411	16XXX 15TH ST S, AFTON	IDENTITY THEFT
2/7/2020 1:57:18 PM	WC20005428	15XXX Afton Blvd S, AFTON	CITIZEN/PUBLIC ASSIST
2/7/2020 2:03:15 PM	WC20005429	4XXX River Rd S, AFTON	PUBLIC WORKS CONCERN
2/7/2020 2:28:01 PM	WC20005432	I94 Eb Jeo Manning Ave S, AFTON	PUBLIC WORKS CONCERN
2/7/2020 5:08:58 PM	WC20005460	1XXX Indian Trl S, AFTON	ANIMAL COMPLAINT
2/7/2020 10:44:53 PM	WC20005517	I94 Eb Jeo Manning Ave S, AFTON	DRIVING COMPLAINT
2/8/2020 7:45:27 AM	WC20005563	5XXX Odell Ave S, AFTON	SUSPICIOUS PERSON/ACTIVITY
2/8/2020 8:36:45 AM	WC20005567	5XXX Odell Ave S, AFTON	CITIZEN/PUBLIC ASSIST
2/8/2020 11:27:44 AM	WC20005584	Unknown, AFTON	CITIZEN/PUBLIC ASSIST
2/8/2020 1:00:17 PM	WC20005591	I94 Eb At Manning Ave S, AFTON	TRAFFIC COMPLAINT
2/8/2020 4:08:51 PM	WC20005608	10XXX -1498 NEAL AVE S, AFTON	TRAFFIC STOP
2/8/2020 4:36:38 PM	WC20005614	12XXX -12998 40TH ST S, AFTON	DIRECTED PATROL
2/9/2020 5:09:57 PM	WC20005768	Stagecoach Trl S / Sand Hill Rd, AFTON	ANIMAL COMPLAINT
2/10/2020 10:42:17 AM	WC20005861	12XXX 4th St S, AFTON	FRAUD/SCAM
2/10/2020 11:19:21 AM	WC20005865	XXX Neal Ave S, AFTON	FRAUD/SCAM

Incident Summary Report

PUBLIC

From:2/1/2020 12:00:00 AM To:2/29/2020 11:59:59 PM

2/10/2020 8:28:49 PM	WC20005926	30XXX -3098 SAINT CROIX TRL S, AFTON	TRAFFIC STOP
2/11/2020 12:52:00 AM	WC20005965	16XXX 32nd St S, AFTON	SUSPICIOUS PERSON/ACTIVITY
2/11/2020 8:07:14 AM	WC20005985	12XXX 3rd St S, AFTON	VEHICLE UNLOCK
2/11/2020 8:40:41 AM	WC20005989	HUDSON RD S, AFTON	TRAFFIC STOP
2/11/2020 5:16:46 PM	WC20006033	14XXX 44th St S, AFTON	ANIMAL COMPLAINT
2/11/2020 6:36:32 PM	WC20006044	15XXX 15th St S, AFTON	NOISE COMPLAINT/DISTURBANCE
2/11/2020 7:58:29 PM	WC20006052	14XXX 44th St S, AFTON	FOLLOW UP
2/12/2020 10:37:09 AM	WC20006128	XXX block of MANNING AVE S, AFTON	TRAFFIC STOP
2/13/2020 2:00:28 PM	WC20006324	12XXX 15th St S, AFTON	UNWANTED PERSON/VEHICLE
2/13/2020 2:54:02 PM	WC20006330	Hudson Rd S / Neal Ave S, AFTON	TRAFFIC COMPLAINT
2/14/2020 3:50:49 AM	WC20006440	12XXX 30th St S, AFTON	ALARM-BUSINESS/RES/FIRE/MEDICAL/ETC
2/14/2020 10:51:29 AM	WC20006490	13XXX 60th St S, AFTON	ALARM-BUSINESS/RES/FIRE/MEDICAL/ETC
2/14/2020 1:57:34 PM	WC20006509	1XXX Sand Hill Rd, AFTON	CITIZEN/PUBLIC ASSIST
2/14/2020 4:41:01 PM	WC20006527	15XXX 15th St S, AFTON	911 ABANDONED/HANGUP/OPEN LINE
2/15/2020 5:43:11 AM	WC20006610	13XXX Valley Creek Trl S, AFTON	ALARM-BUSINESS/RES/FIRE/MEDICAL/ETC
2/15/2020 8:45:46 AM	WC20006616	13XXX -14698 HUDSON RD S, AFTON	TRAFFIC STOP
2/15/2020 9:58:13 AM	WC20006624	194 Wb Jeo Manning Ave N, AFTON	TRAFFIC COMPLAINT
2/15/2020 2:42:46 PM	WC20006650	Manning Ave N / I94, AFTON	SNOWMOBILE VIOLATION
2/15/2020 2:45:22 PM	WC20006652	Manning Ave N / I94, AFTON	SNOWMOBILE VIOLATION
2/15/2020 11:45:00 PM	WC20006724	Manning Av S/70th St S, AFTON	DIRECTED PATROL
2/16/2020 11:34:37 AM	WC20006762	13XXX -13398 HUDSON RD S, AFTON	SUSPICIOUS PERSON/ACTIVITY
2/16/2020 12:39:33 PM	WC20006770	12XXX Meadow Bluff Trl, AFTON	CITIZEN/PUBLIC ASSIST
2/16/2020 4:17:31 PM	WC20006793	13XXX -13999 40TH ST S, AFTON	TRAFFIC STOP
2/16/2020 4:44:11 PM	WC20006798	1XXX Oelvig Ave S, AFTON	SUSPICIOUS PERSON/ACTIVITY
2/17/2020 2:15:47 AM	WC20006864	14XXX East Oakgreen Cir S, AFTON	SUSPICIOUS PERSON/ACTIVITY
2/17/2020 2:33:24 AM	WC20006868	MANNING AVE S NB OVER I94, AFTON	TRAFFIC STOP
2/17/2020 5:27:01 PM	WC20006949	15XXX Afton Hills Dr S, AFTON	FOUND PROPERTY/ITEM
2/17/2020 6:19:12 PM	WC20006964	3XXX Pennington Ave S, AFTON	FOLLOW UP
2/17/2020 7:28:38 PM	WC20006975	194 Wb Jeo Manning Ave N, AFTON	ASSIST OTHER AGENCY
2/17/2020 8:43:26 PM	WC20006987	Stagecoach Trl S / Afton Hills Dr S, AFTON	ROAD HAZARD
2/18/2020 12:32:46 AM	WC20007014	194 EB JEO MANNING AVE S, AFTON	ACCIDENT
2/18/2020 4:27:15 AM	WC20007041	194 WB JEO NEAL AVE N, AFTON	ACCIDENT
2/19/2020 6:22:37 AM	WC20007184	2XXX Neal Ave S, AFTON	ACCIDENT
2/19/2020 12:10:37 PM	WC20007213	3XXX Penfield Ave S, AFTON	SUSPICIOUS PERSON/ACTIVITY
2/19/2020 4:28:05 PM	WC20007244	Neal Ave S / Hudson Rd S, AFTON	TRAFFIC STOP
2/19/2020 9:02:34 PM	WC20007272	32XXX -3998 NEAL AVE S, AFTON	DIRECTED PATROL
2/19/2020 9:22:19 PM	WC20007274	1XXX OELVIG AVE S, AFTON	DIRECTED PATROL
2/20/2020 12:04:23 AM	WC20007287	15XXX 50th St S, AFTON	MEDICAL
2/20/2020 11:01:09 AM	WC20007343	4XXX River Rd S, AFTON	ALARM-BUSINESS/RES/FIRE/MEDICAL/ETC
2/20/2020 7:10:12 PM	WC20007412	4XXX SAINT CROIX TRL S, AFTON	DIRECTED PATROL
2/21/2020 4:00:57 PM	WC20007545	194 Wb Jeo Manning Ave N, AFTON	DISABLED VEHICLE

Incident Summary Report**PUBLIC****From:2/1/2020 12:00:00 AM To:2/29/2020 11:59:59 PM**

2/21/2020 9:28:34 PM	WC20007593	30XXX -998 NEAL AVE S, AFTON	DIRECTED PATROL
2/22/2020 8:40:36 AM	WC20007658	194 Wb Jeo Manning Ave N, AFTON	TRAFFIC COMPLAINT
2/22/2020 1:05:16 PM	WC20007699	Unknown, AFTON	PARKING COMPLAINT
2/22/2020 5:08:27 PM	WC20007739	13XXX Valley Creek Trl S, AFTON	MEDICAL
2/23/2020 12:16:29 PM	WC20007841	12XXX -12999 50TH ST S, AFTON	ANIMAL COMPLAINT
2/23/2020 3:53:56 PM	WC20007865	15th St S / 15th Street Ct S, AFTON	SUSPICIOUS PERSON/ACTIVITY
2/23/2020 8:45:33 PM	WC20007894	40th St S / Neal Ave S, AFTON	ROAD HAZARD
2/24/2020 1:07:44 PM	WC20007963	194 Wb Jeo Manning Ave N, AFTON	CITIZEN/PUBLIC ASSIST
2/25/2020 1:35:11 AM	WC20008042	12XXX HUDSON RD S, AFTON	DIRECTED PATROL
2/25/2020 10:31:30 AM	WC20008083	16XXX -2099 STAGECOACH TRL S, AFTON	DIRECTED PATROL
2/26/2020 9:37:32 AM	WC20008217	5XXX Osgood Avenue Ct S, AFTON	ANIMAL COMPLAINT
2/26/2020 4:10:47 PM	WC20008262	14XXX Valley Creek Trl S, AFTON	LIFT ASSIST
2/27/2020 8:21:31 AM	WC20008343	40th St S / Manning Ave S, AFTON	ANIMAL COMPLAINT
2/27/2020 5:28:48 PM	WC20008409	40TH ST S / NEAL AVE S, AFTON	DIRECTED PATROL
2/28/2020 9:20:52 AM	WC20008506	50th St S / Manning Ave S, AFTON	ANIMAL COMPLAINT
2/29/2020 1:10:14 PM	WC20008680	40XXX -4319 MANNING AVE S, AFTON	TRAFFIC STOP
2/29/2020 1:30:48 PM	WC20008684	12XXX 40th St S, AFTON	TRAFFIC STOP
2/29/2020 5:12:08 PM	WC20008715	Saint Croix River Mile 10 - Mn, AFTON	SUSPICIOUS PERSON/ACTIVITY

TOTAL INCIDENTS: 96

City of Afton – Financial Reports January & February 2020

Ref	Description	Pages
A.	Balance Sheet	A1 to A2
B.	Statement of Changes in Fund Balance: Year to Date	B1 to B3
C.	Statement of Revenue and Expenditures: General Fund Summary plus Detail for All Other Funds	C1 to C14
D.	Detail Statement of Revenue and Expenditures: General Fund Only	D1 to D6
E.	#550, 560 & 600 Summary of Special Activity & MN Investment Funds - YTD	E1
F.	#550 Detail of General Special Activity Funds - YTD	F1
G.	#560 Detail of Other Special Activity Funds - YTD	G1
H.	#115 Building and Land Fund: YTD Detail	H1
I.	#410 Sanitary Sewer Utility Oper Fund: LTD Summary & YTD Detail	I1 to I3
J.	#120 Street Improvement Fund: YTD Detail	J1
K.	#122 Bridge Replacement Fund: YTD Detail	K1
L.	#200 Park Reserve Fund – YTD Detail	L1
M.	#805 City Infra-Structure Imp Fund: LTD Summary & YTD 2020 Detail	M1 to M2
N.	#806 PFA Loans & #807 Temp Imp Bond Debt Serv Funds: LTD	N1
O.	#725 2014A & #726 2017B Road Bond Debt Serv Funds: Five Year Summary	O1
P.	#810 City Dock Fund: YTD Detail by Account	P1
Q.	General Fund Streets, Rehab and Public Works: YTD Detail	Q1
R.	Customer Receipts & Other Deposits – Current Month	R1 to R4
S.	Building Inspection Fees – YTD	S1

Focus Areas for Discussion:

1. \$114,453.37 Ck23720 to CP Energy. \$ Sent to Afton in error.
2. \$5,250 Ck23750 to Afton Hist Soc re. Videos. Will be covered by Cable Dist \$11,447 rec'd in March.
3. 2019 Accrued Expenses re. Retainage \$117,487 & LMCIT Legal/Copay \$27,917 were reversed Jan20 (not yet paid).
4. Balance in Key Funds as of 2/29/20:
#250 Spec Res: \$482,980
#805 InfraStrct: \$1,271,118
#807 Temp Bond: \$44,054
5. Amt needed to pay off Temp Bonds on 4/1/20 is \$1,980,000 Principal + \$15,345 Interest for total of \$1,995,345.
6. We received \$403,683 in PFA Loan & Grant Proceeds. Only \$77,021 remaining.


 Prepared by Thomas H. Niedzwiecki, Accountant

**City of Afton
Balance Sheet
February 29, 2020**

Account #	Account Description	#100 General Fund	#550 Spec Act Fd - General	#100 + #550 Total General Fund	#115 Bldg & Land Fund	#410 Sanitary Sewer Oper Fund	#120 Street Imp Capital Fund	#122 Bridge Replacement Fund	#700 2017 Road Projects	#200 Park Reserve Fund	#250 Special Reserve Fund	#400 201 Project Fund
Assets												
100	4M Fund: General Fund	386,544		386,544								
100.8	Petty Cash	224		224								
115	4M Fund: Bldg & Land Capital Fund			0	9,049							
120	4M Fund: Street Imp Fd - Regular			0			788,558					
120	4M Fund: Street Imp Fd - Downtown			0								
122	4M Fund: Bridge Replacement			0				65,116				
700	4M Fund: 2017 Pavement Project			0								
200	4M Fund: Park Reserve Fund			0						257,410		
250	4M Fund: Special Reserve Fund			0							482,980	
400	4M Fund: 201 Project Fund			0								199
410	4M Fund: Sanitary Sewer Operations			0		47,554						
500	4M Fund: Fire Station Debt Serv Fund			0								
550	4M Fd: Spec Activities Fd - General		354,630	354,630								
560	4M Fd: Spec Activities Fd - Other			0								
600	4M Fund: MN Investment Fund			0								
700	4M Fund: Road Construction Fund			0								
725	4M Fund: 2014A Road Debt Serv Fd			0								
726	4M Fund: 2017B Road Debt Serv Fd			0								
805	4M Fund: City Infrastructure Fund			0								
806	4M Fund: PFA Loan Debt Serv Fd			0								
807	4M Fd: Dwntrwn Tmp Imp Debt Serv Fd			0								
810	4M Fund: City Dock Fund			0								
	Total Cash and Investments	386,768	354,630	741,398	9,049	47,554	788,558	65,116	0	257,410	482,980	199
1170	Taxes Receivable from County			0								
11xx	Fees & Other Receivables			0								
1110	Grants Receivable			0								
1115	Special Assessments Receivable			0								
1800	Prepaid Expenses			0								
Various	Year End Transfers			0								
14xx/24xx	Due (Owed) between Funds			0								
	Total Assets and Other Debits	386,768	354,630	741,398	9,049	47,554	788,558	65,116	0	257,410	482,980	199
Liabilities and Fund Balances												
2001	Permit Escrow & Fees (net payable)	29,900		29,900								
2005	Accounts Payable	183,646		183,646								
2010	Contracts Payable - Retainage	0		0								
2121	Bldg Surcharges Payable	1,383		1,383								
2022	Accrued Expenses	0		0								
	Total Accounts and Other Payables	214,929	0	214,929	0	0	0	0	0	0	0	0
2510	Deferred Revenue - Grants			0								
2115	Deferred Revenue - Special Assessments			0								
Various	Fund Balance - Beginning of Year	336,449.57	327,569	664,018	9,427	43,569	802,273	66,212	0	256,809	481,851	356
Various	Current Year Net Increase (Decrease)	(164,611)	27,062	(137,549)	(378)	3,985	(13,715)	(1,096)	0	601	1,128	(157)
Various	Fund Balance - End of Period	171,838.72	354,630	526,469	9,049	47,554	788,558	65,116	0	257,410	482,980	199
	Total Liabilities and Fund Balances	386,768	354,630	741,398	9,049	47,554	788,558	65,116	0	257,410	482,980	199


Prepared by Thomas H. Niedzwiedzki, Accountant

**City of Afton
Balance Sheet
February 29, 2020**

Account #	Account Description	#500 Fire Station: Debt Serv Fund	#560 Spec Act Fd - Other	#805 City Infrastructure Imp Fund	#806 PFA Loan Debt Serv Fund	#807 Dwtwn Tmp Imp Debt Serv Fund	#725 2014A Road Debt Serv Fd	#726 2017B Road Debt Serv Fd	#810 City Dock Fund	Total All Governmental Funds	#600 MN Investment Fd (Fiduciary)
Assets											
100	4M Fund: General Fund									386,544	
100.8	Petty Cash									224	
115	4M Fund: Bldg & Land Capital Fund									9,049	
120	4M Fund: Street Imp Fd - Regular									788,558	
120	4M Fund: Street Imp Fd - Downtown									0	
122	4M Fund: Bridge Replacement									65,116	
700	4M Fund: 2017 Pavement Project									0	
200	4M Fund: Park Reserve Fund									257,410	
250	4M Fund: Special Reserve Fund									482,980	
400	4M Fund: 201 Project Fund									199	
410	4M Fund: Sanitary Sewer Operations									47,554	
500	4M Fund: Fire Station Debt Serv Fund	2,731								2,731	
550	4M Fd: Spec Activities Fd - General									354,630	
560	4M Fd: Spec Activities Fd - Other		(4,940)							(4,940)	
600	4M Fund: MN Investment Fund									0	109,581.48
700	4M Fund: Road Construction Fund									0	
725	4M Fund: 2014A Road Debt Serv Fd						83,856			83,856	
726	4M Fund: 2017B Road Debt Serv Fd							31,514		31,514	
805	4M Fund: City Infrastructure Fund			1,271,118						1,271,118	
806	4M Fund: PFA Loan Debt Serv Fd				302,584					302,584	
807	4M Fd: Dwtwn Tmp Imp Debt Serv Fd					44,054				44,054	
810	4M Fund: City Dock Fund								36,242	36,242	
	Total Cash and Investments	2,731	(4,940)	1,271,118	302,584	44,054	83,856	31,514	36,242	4,159,423	109,581.48
1170	Taxes Receivable from County									0	
11xx	Fees & Other Receivables									0	
1110	Grants Receivable									0	
1115	Special Assessments Receivable									0	
1800	Prepaid Expenses									0	
Various	Year End Transfers									0	0.00
14xx/24xx	Due (Owed) between Funds									0	0.00
	Total Assets and Other Debits	2,731	(4,940)	1,271,118	302,584	44,054	83,856	31,514	36,242	4,159,423	109,581.48
Liabilities and Fund Balances											
2001	Permit Escrow & Fees (net payable)									29,900	
2005	Accounts Payable									183,646	
2010	Contracts Payable - Retainage									0	
2121	Bldg Surcharges Payable									1,383	
2022	Accrued Expenses									0	
	Total Accounts and Other Payables	0	0	0	0	0	0	0	0	214,929	0.00
2510	Deferred Revenue - Grants									0	
2115	Deferred Revenue - Special Assessments									0	
Various	Fund Balance - Beginning of Year	2,725	310	749,271	317,722	43,956	334,369	389,941	36,126	4,198,935	109,325.35
Various	Current Year Net Increase (Decrease)	7	(5,249)	521,847	(15,138)	98	(250,513)	(358,427)	116	(254,441)	256.13
Various	Fund Balance - End of Period	2,731	(4,940)	1,271,118	302,584	44,054	83,856	31,514	36,242	3,944,494	109,581.48
	Total Liabilities and Fund Balances	2,731	(4,940)	1,271,118	302,584	44,054	83,856	31,514	36,242	4,159,423	109,581.48

TH
Prepared by Thomas H. Niedzwiedzki, Accountant

A2

**City of Afton - Statement of Changes in Fund Balances
for Year to Date February 29, 2020**

Description	#100 General Fund	#550 Spec Act Fd - General	#100 + #550 Total General Fund	#115 Bldg & Land Fund	#410 Sanitary Sewer Oper Fund	#120 Street Imp Capital Fund	#122 Bridge Replacement Fund
Beginning Fund Balances	\$336,450	327,569	664,018	9,427	43,569	802,273	66,212
Section I. Revenues							
Property Taxes	0	0	0	0	0	0	0
Intergovernmental Revenues	(2,635)	0	(2,635)	0	0	0	0
Charges for Services	1,000	0	1,000	0	10,465	0	0
Fines and Forfeitures	885	0	885	0	0	0	0
Licenses, Fees and Permits	38,519	0	38,519	0	0	0	0
Special Assessments	0	0	0	0	0	0	0
Misc Revenue/Gaming Tax	375	0	375	0	0	0	0
DNR Flood Improvement Project	0	0	0	0	0	0	0
Other Grants/State Fire Aid	0	0	0	0	0	0	0
Interest Income	1,623	695	2,318	26	111	1,857	149
TIF District/MN Invest Fund Proceeds	0	0	0	0	0	0	0
Park Fees	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Revenue	39,767	695	40,462	26	10,576	1,857	149
Other Financing Sources/Transfers	0	0	0	0	0	0	0
Section II. Expenditures							
General and Administrative							
Wages and Benefits	40,579	0	40,579	0	0	0	0
Professional Services	35,513	(27,917)	7,596	0	0	0	0
Other Expenditures	5,015	1,550	6,565	0	0	0	0
Total General and Administrative	81,107	(26,367)	54,740	0	0	0	0
Public Safety/State Fire Aid	66,210	0	66,210	0	0	0	0
Public Health/Cons of Natural Resources	0	0	0	0	6,592	0	0
Streets	42,439	0	42,439	0	0	0	0
Downtown Improvement Projects	0	0	0	0	0	0	0
Other Street Imp/Road Paving Project	375	0	375	0	0	15,572	1,245
Buildings and Land/City Dock	2,881	0	2,881	403	0	0	0
TIF District/MN Inv Fund Loan Disb	0	0	0	0	0	0	0
Parks and Recreation	11,365	0	11,365	0	0	0	0
Debt Service - Int Exp, Issue, Admin	0	0	0	0	0	0	0
Debt Service - Principal Retirement	0	0	0	0	0	0	0
Total Expenditures	204,378	(26,367)	178,011	403	6,592	15,572	1,245
Other Financing Uses/Transfers	0	0	0	0	0	0	0
Revenues Over (Under) Expenditures	(164,611)	27,062	(137,549)	(378)	3,985	(13,715)	(1,096)
Ending Fund Balances	171,839	354,630	526,469	9,049	47,554	788,558	65,116

TH
Prepared by Thomas H. Neugwiecki, Accountant

**City of Afton - Statement of Changes in Fund Balances
for Year to Date February 29, 2020**

Description	#700 2017 Road Project Fd	#200 Park Reserve Fund	#250 Special Reserve Fund	#400 201 Project Fund	#500 Fire Station: Debt Service Fund	#560 Spec Act Fd - Other	#805 City Infrastructure Imp Fund
Beginning Fund Balances	0.00	256,809	481,851	356	2,725	310	749,271
Section I. Revenues							
Property Taxes	0	0	0	0	0	0	0
Intergovernmental Revenues	0	0	0	0	0	0	0
Charges for Services	0	0	0	0	0	0	0
Fines and Forfeitures	0	0	0	0	0	0	0
Licenses, Fees and Permits	0	0	0	0	0	0	0
Special Assessments	0	0	0	0	0	0	0
Misc Revenue/Gaming Tax	0	0	0	0	0	0	0
DNR Flood Improvement Project	0	0	0	0	0	0	0
Other Grants/State Fire Aid	0	0	0	0	0	0	0
Interest Income	0	601	1,128	1	7	1	1,936
TIF District/MN Invest Fund Proceeds	0	0	0	0	0	0	0
Park Fees	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Revenue	0	601	1,128	1	7	1	1,936
Other Financing Sources/Transfers	0	0	0	0	0	0	403,683
Section II. Expenditures							
General and Administrative							
Wages and Benefits	0	0	0	0	0	0	0
Professional Services	0	0	0	0	0	0	0
Other Expenditures	0	0	0	0	0	5,250	0
Total General and Administrative	0	0	0	0	0	5,250	0
Public Safety/State Fire Aid	0	0	0	0	0	0	0
Public Health/Cons of Natural Resources	0	0	0	0	0	0	0
Streets	0	0	0	0	0	0	0
Downtown Improvement Projects	0	0	0	0	0	0	(116,228)
Other Street Imp/Road Paving Project	0	0	0	158	0	0	0
Buildings and Land/City Dock	0	0	0	0	0	0	0
TIF District/MN Inv Fund Loan Disb	0	0	0	0	0	0	0
Parks and Recreation	0	0	0	0	0	0	0
Debt Service - Int Exp, Issue, Admin	0	0	0	0	0	0	0
Debt Service - Principal Retirement	0	0	0	0	0	0	0
Total Expenditures	0	0	0	158	0	5,250	(116,228)
Other Financing Uses/Transfers	0	0	0	0	0	0	0
Revenues Over (Under) Expenditures	0	601	1,128	(157)	7	(5,249)	521,847
Ending Fund Balances	0	257,410	482,980	199	2,731	(4,940)	1,271,118

TH
Prepared by Thomas H. Niedzwiecki, Accountant

**City of Afton - Statement of Changes in Fund Balances
for Year to Date February 29, 2020**

Description	#806 PFA Loan Debt Serv Fund	#807 Downtwn Tmp Imp Debt Serv Fund	#725 2014A Road Debt Serv Fd	#726 2017B Road Debt Serv Fd	#810 City Dock Fund	Total Governmental Funds	#600 MN Investment Fd (Fiduciary)
Beginning Fund Balances	317,722	43,956	334,369	389,941	36,126	4,198,934.58	109,325
Section I. Revenues							
Property Taxes	0	0	0	0	0	0	0
Intergovernmental Revenues	0	0	0	0	0	(2,635)	0
Charges for Services	0	0	0	0	0	11,465	0
Fines and Forfeitures	0	0	0	0	0	885	0
Licenses, Fees and Permits	0	0	0	0	0	38,519	0
Special Assessments	12,036	0	0	0	0	12,036	0
Misc Revenue/Gaming Tax	0	0	0	0	0	375	0
DNR Flood Improvement Project	0	0	0	0	0	0	0
Other Grants/State Fire Aid	0	0	0	0	0	0	0
Interest Income	714	98	337	261	116	9,660	256
TIF District/MN Invest Fund Proceeds	0	0	0	0	0	0	0
Park Fees	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Revenue	12,749	98	337	261	116	70,304	256
Other Financing Sources/Transfers	0	0	0	0	0	403,683	0
Section II. Expenditures							
General and Administrative							
Wages and Benefits	0	0	0	0	0	40,579	0
Professional Services	0	0	0	0	0	7,596	0
Other Expenditures	17,421	0	0	0	0	29,237	0
Total General and Administrative	17,421	0	0	0	0	77,412	0
Public Safety/State Fire Aid	0	0	0	0	0	66,210	0
Public Health/Cons of Natural Resources	0	0	0	0	0	6,592	0
Streets	0	0	0	0	0	42,439	0
Downtown Improvement Projects	0	0	0	0	0	(116,228)	0
Other Street Imp/Road Paving Project	0	0	0	0	0	17,351	0
Buildings and Land/City Dock	0	0	0	0	0	3,285	0
TIF District/MN Inv Fund Loan Disb	0	0	0	0	0	0	0
Parks and Recreation	0	0	0	0	0	11,365	0
Debt Service - Int Exp, Issue, Admin	10,466	0	40,850	33,688	0	85,003	0
Debt Service - Principal Retirement	0	0	210,000	325,000	0	535,000	0
Total Expenditures	27,887	0	250,850	358,688	0	728,427	0
Other Financing Uses/Transfers	0	0	0	0	0	0	0
Revenues Over (Under) Expenditures	(15,138)	98	(250,513)	(358,427)	116	(254,441)	256
Ending Fund Balances	302,584	44,054	83,856	31,514	36,242	3,944,494	109,581

TH
Prepared by Thomas H. Niedzwiecki, Accountant

City of Afton
Statement of Revenue and Expenditures
General Fund Summary plus Detail for All Other Funds
Year to Date 2/29/20

	Audited 2015	Audited 2016	Audited 2017	Audited 2018	UnAudited 2019	Month(s) of Feb-20	YTD Actual 2/29/20	Annual Budget 2020	Remaining Budget \$	YTD Act as % of Annual Budget
#100 GENERAL FUND										
A: REVENUES										
1-PROPERTY TAXES	1,676,572	1,861,437	2,020,162	2,127,129	2,237,168	0	0	2,363,021	2,363,021	0.0%
2-INTERGOVERNMENTAL REVENUES	8,998	9,076	9,854	9,327	9,376	0	(2,635)	2,634	5,269	-100.0%
3-CHARGES FOR SERVICES	137	114	68	653	2,560	1,000	1,000	635	(365)	157.5%
4-FINES AND FORFEITURES	15,861	15,086	11,061	8,700	13,706	885	885	10,250	9,365	8.6%
5-LICENSES, FEES, PERMITS	190,172	281,870	279,359	175,415	231,138	33,996	38,519	160,400	121,881	24.0%
7-MISCELLANEOUS REVENUE	4,700	4,357	1,832	1,462	2,096	375	375	750	375	50.0%
9-OTHER GRANTS	8,410	8,410	8,710	8,410	7,876	0	0	8,290	8,290	0.0%
10-INTEREST INCOME	144	955	12,772	10,330	9,342	728	1,623	4,000	2,377	40.6%
11-TIF DISTRICT	0	0	0	0	0	0	0	0	0	
TOTAL REVENUES	1,904,993	2,181,305	2,343,817	2,341,426	2,513,261	36,984	39,767	2,549,980	2,510,213	1.6%
B: EXPENDITURES										
GENERAL AND ADMINISTRATIVE										
1-WAGES & BENEFITS	234,446	241,650	242,814	258,043	284,577	22,519	40,579	306,465	265,886	13.2%
2-PROFESSIONAL SERVICES	153,655	193,329	210,229	193,126	241,133	14,993	35,513	200,600	165,087	17.7%
4-OTHER EXPENDITURES	58,017	47,538	46,974	64,660	56,312	2,603	5,015	65,300	60,285	7.7%
TOTAL GENERAL & ADMINISTRATIVE	446,119	482,517	500,017	515,829	582,021	40,115	81,107	572,365	491,258	14.2%
5-PUBLIC SAFETY	392,065	413,237	420,994	440,440	455,398	0	66,210	471,451	405,241	14.0%
6-PUBLIC HEALTH	1,087	1,784	1,270	641	441	0	0	1,500	1,500	0.0%
7-STREETS	218,410	162,992	241,863	248,711	245,216	20,030	42,439	257,500	215,061	16.5%
9-OTHER PUBLIC WORKS	1,914	1,910	1,864	3,217	4,784	289	375	6,550	6,175	5.7%
10-BUILDINGS & LAND	10,334	8,296	8,823	11,882	10,371	(488)	2,881	12,050	9,169	23.9%
11-TIF DISTRICT	0	0	0	0	0	0	0	0	0	
12-PARKS & RECREATION	3,921	13,181	15,459	16,118	19,095	357	11,365	18,300	6,935	62.1%
TOTAL EXPENDITURES	1,073,850	1,083,917	1,190,291	1,236,837	1,317,326	60,303	204,378	1,339,716	1,135,338	15.3%
C: OTHER FINANCING SOURCES (USES)										
	(805,133)	(1,096,493)	(1,148,933)	(1,101,055)	(1,195,824)	0	0	(1,210,264)	(1,210,264)	
Net GENERAL FUND	26,010	895	4,594	3,534	110	(23,319)	(164,611)	0	164,611	

City of Afton
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General Fund Summary plus Detail for All Other Funds
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	Audited 2015	Audited 2016	Audited 2017	Audited 2018	UnAudited 2019	Month(s) of Feb-20	YTD Actual 2/29/20	Annual Budget 2020	Remaining Budget \$	YTD Act as % of Annual Budget
#115 BUILDINGS AND LAND CAPITAL FUND										
A: Revenues										
4012 Current Tax Levy - Bldg & Land	6,000	6,000	6,000	6,000	6,000	0	0	6,000	6,000	0.0%
4022 Levy: Afton Septic System - City Bldgs	15,000	15,000	0	0	0	0	0	0	0	
4216 Rent of City Garage - Stagecoach	0	0	0	600	0	0	0	0	0	
4600 Grant/Insurance: City Hall	0	750	0	0	0	0	0	0	0	
4831 Trf in re. Park Structures	0	0	0	0	0	0	0	0	0	
4832 Wash Cty Sheriff Deputy Office Facility	0	0	0	104,250	0	0	0	0	0	
6910 Trf in fr General Fund (Non Budgeted)	20,000	25,000	25,000	0	0	0	0	0	0	
4906 Interest - Bldg & Land Fund	17	158	696	561	225	10	26	0	0	
TOTAL REVENUE	41,017	46,908	31,696	111,411	6,225	10	26	6,000	5,974	0.4%
B: Expenditures										
6003 City Hall Improvements	2,563	17,091	1,200	0	6,368	0	403	0	(403)	
6004 Bldg Repair & Maintenance	0	0	221	9,971	1,342	0	0	0	0	
6005 City Garage Improvements	0	0	0	0	0	0	0	0	0	
6007 Wash Cty Sheriff Deputy Office Facility	0	0	113,980	73,367	0	0	0	0	0	
TOTAL EXPENDITURES	2,563	17,091	115,402	83,338	7,710	0	403	0	(403)	
Net BLDG & LAND CAPITAL FUND	38,454	29,817	(83,706)	28,073	(1,485)	10	(378)	6,000	6,378	-6.3%

City of Afton
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General Fund Summary plus Detail for All Other Funds
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		Audited	Audited	Audited	Audited	UnAudited	Month(s) of	YTD Actual	Annual Budget	Remaining	YTD Act as
		2015	2016	2017	2018	2019	Feb-20	2/29/20	2020	Budget \$	% of Annual
											-Budget
#120 STREET IMP CAPITAL FUND											
A: Revenues											
4013	Current Tax Levy - Street Improvements	200,000	200,000	275,000	70,000	120,500	0	0	170,500	170,500	0.0%
4018	Tax Levy - Downtown Projects	0	0	100,000	0	0	0	0	0	0	
4907	Interest - Street Imp Fund	130	1,078	4,437	10,416	13,572	878	1,857	0	(1,857)	
4016	MN Small City Assistance for Streets	60,510	0	38,913	39,716	0	0	0	0	0	
	TOTAL REVENUE	260,640	201,078	418,350	120,132	134,072	878	1,857	170,500	168,643	1.1%
B: Expenditures											
7937	Bridge Repair & Replacement	1,806	2,902	1,910	0	0	0	0	0	0	
7938	Culvert Repair & Replacement	0	0	0	22,723	33,281	0	0	0	0	
7936	General Street Projects (Various)	73	31,886	0	0	0	0	0	0	0	
7943	2017 Street Projects	0	0	3,211,458	179,892	0	0	0	0	0	
7944	2018 Street Projects	0	0	0	27,135	0	0	0	0	0	
7945	2019 Street Projects	0	0	0	0	2,733	0	0	0	0	
7946	2020 Street Projects	0	0	0	0	42,837	10,370	10,370	0	(10,370)	
7981	Village Local Road Improvements	250,099	86,205	29,240	0	0	0	0	0	0	
7982	CR21 Improvement Project	23,383	3,527	1,191	(325)	0	0	0	0	0	
7984	River Road Sanitary Options	0	0	0	3,419	36,224	5,007	5,202	0	(5,202)	
	TOTAL EXPENDITURES	275,360	124,520	3,243,799	232,844	115,075	15,377	15,572	0	(15,572)	
C: Oth Fin Sources (Uses)/Transfers											
6910	Oper Trf fr General Fd (Non Budgeted)	43,500	230,000	100,000	0	0	0	0	0	0	
6926	Trf to 805 City Infrastructure Fund	0	0	0	120,745	0	0	0	0	0	
6920	Trf fr 700 Road Const Fd	0	0	3,211,458	0	0	0	0	0	0	
6848	Oper Trf from Road Construction Fund	0	0	(805,497)	284,513	0	0	0	0	0	
	TOTAL OTH FIN SOURCES (USES)	43,500	230,000	2,505,960	405,259	0	0	0	0	0	
Net 120 STREET IMP CAPITAL FUND		28,780	306,558	(319,488)	292,546	18,997	(14,499)	(13,715)	170,500	184,215	-8.0%
#122 BRIDGE REPLACEMENT FUND											
A: Revenues											
4017	Levy - Bridge Replacement	0	0	0	49,671	50,000	0	0	51,000	51,000	0.0%
xxxx	Interest Income - 4M Fund	0	0	0	2	926	71	149	0	(149)	
	TOTAL REVENUE	0	0	0	49,673	50,926	71	149	51,000	50,851	0.3%
B: Expenditures/Transfers											
7771	Engineering - Bridge Replacement	0	0	0	9,447	21,688	1,245	1,245	0	(1,245)	
7772	Construction - Bridge Replacement	0	0	0	0	0	0	0	0	0	
7773	Bridge Repairs & Maintenance	0	0	0	0	3,253	0	0	0	0	
	TOTAL EXPENDITURES	0	0	0	9,447	24,941	1,245	1,245	0	(1,245)	
Net 122 BRIDGE REPLACEMENT FUND		0	0	0	40,226	25,986	(1,174)	(1,096)	51,000	52,096	-2.1%

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		Audited	Audited	Audited	Audited	UnAudited	Month(s) of	YTD Actual	Annual Budget	Remaining	YTD Act as
		2015	2016	2017	2018	2019	Feb-20	2/29/20	2020	Budget \$	% of Annual
											Budget
#200 PARK RESERVE FUND											
A: Revenues											
4425	Park Dedication Fees	54,743	56,360	10,000	30,000	190,000	0	0	0	0	
4426	Afton Donation Program - Parks	0	0	2,400	2,400	0	0	0	0	0	
4903	Interest Income - 4M Fund	26	229	878	1,160	3,572	286	601	0	(601)	
		0	0	0	0	0	0	0	0	0	
	TOTAL REVENUE	54,769	56,589	13,278	33,560	193,572	286	601	0	(601)	
B: Expenditures											
6115	Park & Open Space Public Works	0	0	2,474	12,418	12,556	0	0	0	0	
6116	Town Square Park Restroom	280	1,450	115,854	448	0	0	0	0	0	
6117	Grant - Lucy Winton Bell Athletic Fields	0	0	0	0	0	0	0	0	0	
6125	Bike Trail Improvements	0	0	0	0	721	0	0	0	0	
	TOTAL EXPENDITURES	280	1,450	118,328	12,866	13,277	0	0	0	0	
C: Oth Fin Sources (Uses)/Transfers											
	Transfer to City Infrastructure Imp Fund	0	0	0	0	0	0	0	0	0	
	TOTAL OTH FIN SOURCES (USES)	0	0	0	0	0	0	0	0	0	
Net PARK RESERVE FUND		54,489	55,139	(105,050)	20,694	180,295	286	601	0	(601)	
#250 SPECIAL RESERVE FUND											
A: Revenues											
6936	Levy/Trf from Genl Fd - Special Reserve	5,000	88,000	9,500	5,000	100	0	0	100	100	0.0%
4912	Interest - Spec Reserve 4M Fund	102	955	2,862	7,249	9,216	538	1,128	0	(1,128)	
	TOTAL REVENUE	5,102	88,955	12,362	12,249	9,316	538	1,128	100	(1,028)	1128.4%
B: Expenditures											
6918	Trf to General/Special Act Funds	0	0	75,000	0	0	0	0	0	0	
	TOTAL EXPENDITURES	0	0	75,000	0	0	0	0	0	0	
Net SPECIAL RESERVE FUND		5,102	88,955	(62,638)	12,249	9,316	538	1,128	100	(1,028)	1128.4%

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City of Afton
Statement of Revenue and Expenditures
General Fund Summary plus Detail for All Other Funds
Year to Date 2/29/20

		Audited	Audited	Audited	Audited	UnAudited	Month(s) of	YTD Actual	Annual Budget	Remaining	YTD Act as
		2015	2016	2017	2018	2019	Feb-20	2/29/20	2020	Budget \$	% of Annual Budget
#400 201 PROJECT FUND											
A: Revenues											
4625	201 Project Revenue	3,787	6,450	5,891	470	0	0	0	0	0	
4904	Interest - 201 Project	0	1	10	28	17	0	1	0	(1)	
	TOTAL REVENUE	3,787	6,451	5,901	498	17	0	1	0	(1)	
B: Expenditures											
5915	201 Project maintenance	9,160	5,718	2,884	1,068	842	90	158	0	(158)	
5918	201 Project Mgmt	0	0	0	0	0	0	0	0	0	
	TOTAL EXPENDITURES	9,160	5,718	2,884	1,068	842	90	158	0	(158)	
Net 201 PROJECT FUND		(5,373)	734	3,018	(571)	(825)	(90)	(157)	0	157	
#410 SANITARY SEWER UTILITY FD											
A: Revenues											
4022	Levy - Sanitary Sewer Operations	0	0	15,000	15,000	15,000	0	0	15,000	15,000	0.0%
4023	Fees - Sanitary Sewer Operations	0	0	0	29,850	40,700	7,710	10,465	0	(10,465)	
xxxx	Interest Income - 4M Fund	0	0	0	13	953	46	111	0	(111)	
xxxx		0	0	0	0	0	0	0	0	0	
	TOTAL REVENUE	0	0	15,000	44,863	56,653	7,756	10,576	15,000	4,424	70.5%
B: Expenditures											
6062	Contract Services - Other	0	0	745	782	7,895	0	0	0	0	
6065	Oper & Mgmt Fees/Permits	0	0	1,508	20,509	19,136	2,013	3,522	0	(3,522)	
6066	Chemical & Lab Fees	0	0	0	10,582	12,739	648	1,382	0	(1,382)	
6068	Electricity - Lift Stations	0	0	0	15,004	19,009	1,366	1,688	0	(1,688)	
6069	Insurance	0	0	0	0	5,291	0	0	0	0	
6083	Sanitary Sewer Spec Assessments	0	0	0	2,590	2,156	0	0	0	0	
	TOTAL EXPENDITURES	0	0	2,254	49,467	66,226	4,027	6,592	0	(6,592)	
Net 410 SANITARY SEWER UTILITY FD		0	0	12,746	(4,604)	(9,573)	3,729	3,985	15,000	11,015	26.6%

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	Audited 2015	Audited 2016	Audited 2017	Audited 2018	UnAudited 2019	Month(s) of Feb-20	YTD Actual 2/29/20	Annual Budget 2020	Remaining Budget \$	YTD Act as % of Annual Budget
#500 FIRE STATION DEBT SERV FUND										
A: Revenues										
4050 Fire Station Curr Tax Levy	57,933	49,893	49,833	49,784	49,624	0	0	49,064	49,064	0.0%
4904 Interest - Fire Station 4M Fund	1	30	91	236	213	3	7	0	(7)	
TOTAL REVENUE	57,934	49,923	49,924	50,020	49,837	3	7	49,064	49,057	0.0%
B: Expenditures										
6850 Fire Station Debt Service Expense	57,933	49,898	49,833	49,784	49,624	0	0	49,064	49,064	0.0%
	0	0	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	57,933	49,898	49,833	49,784	49,624	0	0	49,064	49,064	0.0%
Net FIRE STATION DEBT SERV FUND	1	25	91	236	213	3	7	0	(7)	

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	Audited 2015	Audited 2016	Audited 2017	Audited 2018	UnAudited 2019	Month(s) of Feb-20	YTD Actual 2/29/20	Annual Budget 2020	Remaining Budget \$	YTD Act as % of Annual Budget
#550 SPECIAL ACTIVITIES FD - GENERAL										
A. 4914 Interest - Spec Activity Fd (Unallocated)	59	464	1,706	6,272	7,585	337	695	0	(695)	
B. Cable Comm/4th of July Reserve/CC Contingency/Comm Garden										
4816 Community Garden	88	0	0	0	0	0	0	0	0	
4817 MN Historic Preservation Design Guidelines	8,000	(8,225)	0	0	10,000	0	0	0	0	
4818 City Share High Speed Internet	0	0	124,850	0	(124,850)	0	0	0	0	
4819 Afton Residents for Preservation & Conservation	0	0	1,500	0	0	0	0	0	0	
6910 Oper Trf fr Gen'l Fd/City Council Contingency	(1,200)	0	0	4,000	0	0	0	0	0	
6366 City Council Contingency Reserve	0	(5,006)	5,461	(13,377)	5,770	0	0	0	0	
Total B. Cable Comm/4th of July Reserve	6,888	(13,231)	131,811	(9,377)	(109,080)	0	0	0	0	
C. Codification/Comp Plan/Moratoria										
6934 Oper Trf fr Gen'l Fd - Codification + Oth Rev	100	100	100	100	500	0	0	500	500	0.0%
6935 Oper Trf fr Gen'l Fund - Comprehensive Plan	2,000	3,000	14,000	4,000	4,000	0	0	3,500	3,500	
6958 Comm Growth Options (1000 Friends Grant)	0	0	0	0	0	0	0	0	0	
6356 Comprehensive Plan Expenses	(8,208)	0	0	(5,049)	(1,466)	0	0	0	0	
6358 Community Growth Options: Expense	0	0	0	0	0	0	0	0	0	
Total C. Codification of Ordinances	(6,108)	3,100	14,100	(949)	3,034	0	0	4,000	4,000	0.0%
D. Flood & Storm Water Control and Mitigation										
6931 Oper Trf fr Gen'l Fund (Flood Control)	5,500	3,500	5,500	5,500	5,500	0	0	5,500	5,500	0.0%
6932 Oper Trf fr Gen'l Fund (Storm Water Run-off)	3,500	5,500	3,500	5,500	3,500	0	0	3,500	3,500	0.0%
6942 LSCV Water Mgmt Org Revenue	0	0	0	0	0	0	0	0	0	
7833 TAG re. Wastewater Community Assessment	15,982	0	0	0	0	0	0	0	0	
7836 Flood & Storm Water Exp - General	6,440	(200)	0	0	(13,322)	0	0	0	0	
7842 Engineering Exp re. Old Village Public Process	0	0	0	0	0	0	0	0	0	
7843 Snow & Ice Reserve	15,000	0	15,000	0	0	0	0	0	0	
Total D. Flood Control & Mitigation	46,423	8,800	24,000	11,000	(4,322)	0	0	9,000	9,000	0.0%
E. Charitable Gaming Fund										
4950 10% Charitable Gaming Tax	0	84	411	250	167	0	0	0	0	
5450 Charitable Gaming Expenditures	0	0	0	0	0	0	0	0	0	
Total E. Charitable Gaming Fund	0	84	411	250	167	0	0	0	0	
G. TIF District No. 1 (Afton Market Square)										
4924 TIF District #1 Taxes	0	0	0	0	0	0	0	0	0	
5424 TIF District #1 Distributions/Expenses	(849)	0	0	0	0	0	0	0	0	
Total G. TIF District No. 1 (Afton Market Square)	(849)	0	0	0	0	0	0	0	0	

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I. City Vehicles/Equipment										
6933 Oper Trf fr Gen'l - City Vehicles	2,500	2,500	2,500	2,500	6,410	0	0	2,500	2,500	0.0%
5508 City Equipment	0	0	(2,435)	(1,319)	0	0	0	0	0	
5977 John Deere X749 Tractor	0	0	0	0	0	0	0	0	0	
5978 John Deere Z950M Ztrak	0	0	0	0	(9,900)	0	0	0	0	
Total I. City Vehicles	2,500	2,500	65	1,181	(3,490)	0	0	2,500	2,500	0.0%
K. Audit/Legal Reserve										
4842 Oper Trf fr Gen'l - Audit/Legal	100	1,000	1,000	1,000	55,100	0	0	100	100	0.0%
6342 Legal Exp - Deductible/CoPays	0	0	0	(5,817)	(27,917)	0	27,917	0	(27,917)	
Total K. Audit/Legal Reserve	100	1,000	1,000	(4,817)	27,183	0	27,917	100	(27,817)	27916.8%
L. MN Unemployment Claims										
4843 Oper Trf fr Gen'l - MN Unemployment	3,000	1,000	1,000	1,000	1,000	0	0	1,000	1,000	0.0%
4844 Oper Trf fr Gen'l - Severance & Oth PTO	0	0	0	0	0	0	0	0	0	
6343 MN Unemployment Claim Expense	0	0	0	0	0	0	0	0	0	
6344 Severance Pay	0	0	0	0	0	0	0	0	0	
6345 Vacation, Sick & Other PTO	0	0	0	0	0	0	0	0	0	
Total L. MN Unemployment Claims	3,000	1,000	1,000	1,000	1,000	0	0	1,000	1,000	0.0%
M. Parks Capital Repairs/Trail & Ped Bridge & Sidewalk										
4844 Oper Trf fr Gen'l - Parks Capital Repairs/Trail & Ped Brid	5,500	5,500	5,500	5,500	5,500	0	0	5,500	5,500	0.0%
4846 Oper Trf fr Gen'l - Sidewalk	2,000	2,000	2,000	2,000	500	0	0	500	500	0.0%
6348 Parks Capital Repairs/Trail & Ped Bridge Expense	0	0	(5,000)	0	0	0	0	0	0	
Total M. Parks Capital Repairs/Trail & Ped Bridge & Sidewalk	7,500	7,500	2,500	7,500	6,000	0	0	6,000	6,000	0.0%
N. Election Expense Reserve										
4847 Oper Trf fr Gen'l - Election Levy	5,500	5,500	5,500	16,500	5,500	0	0	7,000	7,000	0.0%
6347 Election Expenses	(121)	(7,207)	(1,550)	(24,591)	(1,567)	0	(1,550)	0	1,550	
Total N. Election Expense Reserve	5,379	(1,707)	3,950	(8,091)	3,933	0	(1,550)	7,000	8,550	-22.1%
Net 550 SPECIAL ACTIVITIES FD - GENERAL	64,892	9,510	180,544	3,970	(67,990)	337	27,062	29,600	2,539	91.4%

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	Audited 2015	Audited 2016	Audited 2017	Audited 2018	UnAudited 2019	Month(s) of Feb-20	YTD Actual 2/29/20	Annual Budget 2020	Remaining Budget \$	YTD Act as % of Annual Budget
#560 SPEC ACTIVITIES FUND - OTHER										
A: Revenues										
4940 State Fire Aid Received	47,348	49,011	43,475	50,414	50,819	0	0	45,000	45,000	0.0%
4815 Cable Distributions Received	9,115	6,253	10,881	12,391	11,561	0	0	0	0	
xxxx Interest Income - 4M Fund	0	0	0	2	56	0	1	0	(1)	
xxxx	0	0	0	0	0	0	0	0	0	
TOTAL REVENUE	56,463	55,264	54,356	62,807	62,436	0	1	45,000	44,999	0.0%
B: Expenditures										
5440 State Fire Aid Distributed	(47,348)	(49,011)	43,475	50,414	50,819	0	0	45,000	45,000	0.0%
5561 Communications Expenses	(2,605)	(17,594)	12,346	24,475	11,310	5,250	5,250	0	(5,250)	
xxxx	0	0	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	(49,952)	(66,605)	55,821	74,888	62,128	5,250	5,250	45,000	39,750	11.7%
Net 560 SPEC ACTIVITIES FUND - OTHER	106,415	121,869	(1,465)	(12,082)	307	(5,250)	(5,249)	0	5,249	
#600 MN INVESTMENT FUND										
A: Revenues										
4886 Chandler Exhibits Loan Repayment	0	0	0	0	0	0	0	0	0	
4904 Interest - MN Invest 4M Fund	48	226	743	1,790	2,158	122	256	0	(256)	
TOTAL REVENUE	48	226	743	1,790	2,158	122	256	0	(256)	
B: Expenditures										
8986 Chandler Exhibits Repay MN Invest Fd	0	0	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	0	0	0	0	0	0	0	0	0	
Net MN INVESTMENT FUND	48	226	743	1,790	2,158	122	256	0	(256)	

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		Audited	Audited	Audited	Audited	UnAudited	Month(s) of	YTD Actual	Annual Budget	Remaining	YTD Act as
		2015	2016	2017	2018	2019	Feb-20	2/29/20	2020	Budget \$	% of Annual Budget
#700 2017 ROAD PAVING CONSTRUCTION FD											
A: Revenues											
4716	2017B Road Bond Proceeds	0	0	3,500,000	0	0	0	0	0	0	
xxxx	Interest Income - 4M Fund	0	0	0	0	0	0	0	0	0	
xxxx		0	0	0	0	0	0	0	0	0	
	TOTAL REVENUE	0	0	3,500,000	0	0	0	0	0	0	
B: Expenditures/Transfers											
7741	2017B Road Bond Issue Exp	0	0	4,029	0	0	0	0	0	0	
6948	Trf to Street Imp Fund for Construction Costs	0	0	3,211,458	284,513	0	0	0	0	0	
xxxx		0	0	0	0	0	0	0	0	0	
	TOTAL EXPENDITURES	0	0	3,215,487	284,513	0	0	0	0	0	
Net 700 2017 ROAD PAVING CONSTRUCTION FD		0	0	284,513	(284,513)	0	0	0	0	0	
#725 2014A ROAD DEBT SERVICE FUND											
A: Revenues											
4725	Road Paving Debt Levy Proceeds	310,000	260,000	260,000	170,000	275,000	0	0	290,000	290,000	0.0%
4716	2017B Road Bond Proceeds	0	0	0	0	0	0	0	0	0	
4916	Interest - Road Debt Service 4M Fund	99	513	2,489	7,169	3,095	96	337	0	(337)	
	TOTAL REVENUE	310,099	260,513	262,489	177,169	278,095	96	337	290,000	289,663	0.1%
B: Expenditures											
6948	Oper Trf to Street Imp Fd re. 2017 Pavement Project	10,853	0	0	0	0	0	0	0	0	
7715	2014A Road Bond Principal	0	0	165,000	180,000	195,000	0	210,000	210,000	0	100.0%
7735	Interest Expense - 2014A Refunding Bonds	104,751	97,250	94,425	89,250	83,625	0	40,350	76,500	36,150	52.7%
7736	2014A Refunding Bonds Admin Expense	(234,040)	1,900	0	0	4,316	0	500	0	(500)	
7741	2017B Road Tax Abate Bds Issue/Admin Expense	0	0	0	1,882	0	0	0	0	0	
7742	Interest Expense - 2017B Road Tax Abate Bds	0	0	0	0	0	0	0	0	0	
	TOTAL EXPENDITURES	(118,437)	99,150	259,425	271,132	282,941	0	250,850	286,500	35,650	87.6%
Net 725 2014A ROAD PAVING DEBT SERV FD		428,536	161,363	3,064	(93,963)	(4,846)	96	(250,513)	3,500	254,013	-7157.5%

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		Audited	Audited	Audited	Audited	UnAudited	Month(s) of	YTD Actual	Annual Budget	Remaining	YTD Act as
		2015	2016	2017	2018	2019	Feb-20	2/29/20	2020	Budget \$	% of Annual
											Budget
#726 2017B ROAD DEBT SERV FD											
A: Revenues											
4726	Levy 2017B Road Bond	0	0	0	480,000	390,000	0	0	390,000	390,000	0.0%
xxxx	Interest Income - 4M Fund	0	0	0	58	2,347	33	261	0	(261)	
xxxx		0	0	0	0	0	0	0	0	0	
	TOTAL REVENUE	0	0	0	480,058	392,347	33	261	390,000	389,739	0.1%
B: Expenditures											
7742	2017B Road Bond Int Exp	0	0	0	88,735	70,575	0	33,688	64,125	30,438	52.5%
7747	2017B Road Bond Admin Exp	0	0	0	1,936	1,218	0	0	0	0	
7716	2017B Road Bond Principal	0	0	0	0	320,000	0	325,000	325,000	0	100.0%
	TOTAL EXPENDITURES	0	0	0	90,671	391,793	0	358,688	389,125	30,438	92.2%
Net 726 2017B ROAD DEBT SERV FD		0	0	0	389,387	554	33	(358,427)	875	359,302	-40963.1%

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	2015	2016	2017	2018	2019	Feb-20	2/29/20	2020	Budget \$	% of Annual
										Budget
#805 CITY INFRASTRUCTURE IMP FD										
A: Revenues										
4917 Interest Income	395	4,602	3,306	1,821	15,458	943	1,936	0	(1,936)	
4829 2017A Dwntrn Tmp Bond Proceeds	0	0	1,980,000	0	0	0	0	0	0	
4849 DNR BWSR Grant	0	0	0	84,710	0	0	0	0	0	
4852 VBWD Grant \$50M/Yr for 10 Yrs	0	50,000	50,000	100,000	50,000	0	0	50,000	50,000	0.0%
4853 Wash Cty Share Downtown/Village Road Project	0	0	4,092,589	33,610	101,366	0	0	0	0	
486x CWRf and PSIG Grant & Loan Proceeds	0	0	6,788,796	1,191,225	275,023	147,273	403,683	0	(403,683)	
4894 DNR Flood Imp Grant	0	0	1,611,106	500	1,280,016	0	0	0	0	
4895 PFA/Imp Bd Levy	48,937	98,000	0	0	0	0	0	0	0	
4896 DNR Flood Imp Grant Match - Tax Levy	95,000	95,000	95,000	95,000	95,000	0	0	95,000	95,000	0.0%
TOTAL REVENUE	144,332	247,602	14,620,797	1,506,866	1,816,862	148,216	405,619	145,000	(260,619)	279.7%
B: Expenditures										
8871 Wetland Credits	0	0	51,748	0	0	0	0	0	0	
8891 Downtown Property Purchase/Expense	0	1,727	541	368	335	21	21	0	(21)	
8892 Dwntrn Imp - Easements & Damages	0	9,200	33,121	0	11,584	0	0	0	0	
8893 Single Audit Expense	0	0	0	2,000	1,600	0	0	0	0	
8894 Septic Permits, Fees, Admin	0	85,087	116,239	4,177	6,963	0	0	0	0	
8895 DNR Flood Imp Proj - Engineering	0	67,891	14,066	0	0	0	0	0	0	
8896 Sanitary Sewer Improvements	0	152,851	73,817	14,580	3,595	0	0	0	0	
8897 Septic Construction Engineering	0	8,545	151,858	39,660	3,958	0	0	0	0	
8898 Flood Mitigation/ROW Services	1,240,442	18,935	14,086	0	0	0	0	0	0	
8899 Village Improvements	0	22,670	1,305,268	431,585	128,644	1,238	1,238	0	(8,545)	
8901 Septic Construction	0	0	12,047,009	1,596,291	94,963	0	(117,487)	0	(8,545)	
TOTAL EXPENDITURES	1,240,442	366,905	13,807,751	2,088,660	251,642	1,259	(116,228)	0	(17,112)	
C: Oth Fin Sources (Uses)/Trfs incl Debt Service										
4848 Trf from Park Reserve Fd	0	0	805,497	0	0	0	0	0	0	
xxxx 2015A & 2017B Bonds	0	(1,608)	(3,786,795)	(120,745)	0	0	0	0	0	
TOTAL OTH FIN SOURCES (USES)	0	(1,608)	(2,981,297)	(120,745)	0	0	0	0	0	
Net 800 CITY INFRASTRUCTURE IMP FD	(1,096,109)	(120,911)	(2,168,252)	(702,539)	1,565,221	146,957	521,847	145,000	(243,507)	359.9%

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City of Afton
Statement of Revenue and Expenditures
General Fund Summary plus Detail for All Other Funds
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		Audited	Audited	Audited	Audited	UnAudited	Month(s) of	YTD Actual	Annual Budget	Remaining	YTD Act as
		2015	2016	2017	2018	2019	Feb-20	2/29/20	2020	Budget \$	% of Annual Budget
#806 PFA LOAN DEBT SERV FUND											
A: Revenues											
4879	Sanitary Sewer Spec Assessments	0	0	102,054	295,941	157,862	12,036	12,036	0	(12,036)	
4899	Levy PFA Loan Debt Serv	0	0	70,000	27,000	70,000	0	0	72,000	72,000	0.0%
xxxx	Interest Income - 4M Fund	0	0	0	19	5,818	326	714	0	(714)	
xxxx		0	0	0	0	0	0	0	0	0	
	TOTAL REVENUE	0	0	172,054	322,960	233,680	12,362	12,749	72,000	59,251	17.7%
B: Expenditures											
7744	2017 L054 Storm Wtr PFA Int Exp	0	0	0	7,052	9,454	4,568	4,568	0	(4,568)	
7745	2017 L055 Sanitary Sewer PFA Int Exp	0	0	0	11,739	11,971	5,898	5,898	0	(5,898)	
7743 7746	2017 Sanitary Sewer PFA Issue/Admin Exp	0	0	16,061	0	850	0	0	0	0	
7749	Dwntwn Imp - Special Assessmt Exp	0	0	105,179	54,595	107,298	5,434	17,421	0	(17,421)	
7754	2017 L054 Storm Wtr PFA Principal	0	0	0	24,815	52,000	0	0	0	0	
7755	2017 L055 Sanitary Sewer PFA Principal	0	0	0	28,959	59,000	0	0	0	0	
7743		0	0	0	0	0	0	0	0	0	
	TOTAL EXPENDITURES	0	0	121,240	127,159	240,574	15,899	27,887	0	(27,887)	
Net 806 PFA LOAN DEBT SERV FUND		0	0	50,814	195,801	(6,893)	(3,538)	(15,138)	72,000	87,138	-21.0%
#807 DOWNTWN TMP IMP DEBT SERV FD											
A: Revenues											
4898	Levy Dwntwn Tmp Imp Bond	0	0	28,000	73,000	37,000	0	0	42,000	42,000	0.0%
4926	Interest Income - 4M Fund	0	0	0	2	751	46	98	0	(98)	
6854	Trf fr General Fund	0	0	0	15,000	0	0	0	0	0	
	TOTAL REVENUE	0	0	28,000	88,002	37,751	46	98	42,000	41,902	0.2%
B: Expenditures											
7724	2017A Dwntwn Imp Bond Admin Exp	0	0	0	0	2,906	0	0	0	0	
7737	2017A Dwntwn Imp Bond Int Exp	0	0	7,041	2,332	0	0	0	0	0	
7739	2017A Dwntwn Imp Bond Int Exp	0	0	16,027	30,690	30,690	0	0	0	0	
xxxx		0	0	0	0	0	0	0	0	0	
	TOTAL EXPENDITURES	0	0	23,068	33,022	33,596	0	0	0	0	
Net 807 DOWNTOWN TMP IMP DEBT SERV FUND		0	0	4,932	54,980	4,155	46	98	42,000	41,902	0.2%

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		2015	2016	2017	2018	2019	Feb-20	2/29/20	2020	Budget \$	% of Annual Budget
#810 CITY DOCK FUND											
A: Revenues											
4812	Lease of City Docks	3,850	3,850	3,850	3,850	3,850	0	0	3,850	3,850	0.0%
4909	Interest Income - 4M Fund	25	125	435	1,133	1,336	53	116	0	(116)	
	TOTAL REVENUE	3,875	3,975	4,285	4,983	5,186	53	116	3,850	3,734	3.0%
B: Expenditures											
8930	Dock Improvements	0	0	0	3,920	34,641	0	0	0	0	
	TOTAL EXPENDITURES	0	0	0	3,920	34,641	0	0	0	0	
Net 810 CITY DOCK FUND		3,875	3,975	4,285	1,063	(29,455)	53	116	3,850	3,734	3.0%

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	Audited 2014	Audited 2015	Audited 2016	Audited 2017	Audited 2018	UnAudited 2019	Month(s) of Feb-20	YTD Actual 2/29/20	Annual Budget 2020	Remaining Budget \$	YTD Act as % of Annual Budget	Annual Budget 2019
#100 GENERAL FUND												
1-PROPERTY TAXES:												
4000 Current Tax Levy	860,094	899,578	961,378	974,335	984,222	1,024,956	0	0	1,077,682	1,077,682	0.0%	1,051,047
4005 Fiscal Disparity	47,649	44,904	44,674	46,265	54,350	63,842	0	0	75,075	75,075	0.0%	63,420
4015 Delinq Taxes, Penalties, Int & Adj	17,950	5,456	23,892	10,629	17,503	11,546	0	0	0	0		0
4013 Street Improvement Capital Fund	200,000	200,000	200,000	375,000	70,000	120,500	0	0	170,500	170,500	0.0%	120,500
6928 Special Reserve Fund	294	5,000	3,000	9,500	5,000	100	0	0	100	100	0.0%	100
6932 Stormwater Fund	3,500	3,500	3,500	3,500	3,500	3,500	0	0	3,500	3,500	0.0%	3,500
6933 Vehicle/Equipment Replacement Fund	2,500	2,500	2,500	2,500	2,500	2,500	0	0	2,500	2,500	0.0%	2,500
6935 Comprehensive Plan	2,000	2,000	3,000	4,000	4,000	4,000	0	0	3,500	3,500	0.0%	4,000
6936 Flood Fund	5,500	5,500	5,500	5,500	5,500	5,500	0	0	5,500	5,500	0.0%	5,500
6937 DNR Grant Match	95,000	95,000	95,000	95,000	95,000	95,000	0	0	95,000	95,000	0.0%	95,000
6934 Codification	100	100	100	100	100	500	0	0	500	500	0.0%	500
4843 MN Unemployment Claims	3,000	3,000	1,000	1,000	1,000	1,000	0	0	1,000	1,000	0.0%	1,000
4847 Election Fund	5,500	5,500	5,500	5,500	5,500	5,500	0	0	7,000	7,000	0.0%	5,500
6910 City Council Contingency Fund	0	0	0	0	0	0	0	0	0	0		0
4842 Audit and Legal Reserve	100	100	1,000	1,000	1,000	100	0	0	100	100	0.0%	100
4844 Parks Capital Repairs/Trail & Ped Bridge	5,500	5,500	5,500	5,500	5,500	5,500	0	0	5,500	5,500	0.0%	5,500
4022 Afton Septic System - City Bldgs	15,000	15,000	15,000	15,000	15,000	15,000	0	0	15,000	15,000	0.0%	15,000
4017 Bridge Replacement Fund	0	0	0	0	49,671	50,000	0	0	51,000	51,000	0.0%	50,000
4846 Sidewalk	2,000	2,000	2,000	2,000	2,000	500	0	0	500	500	0.0%	500
4012 Bldg & Land Capital Fund	6,000	6,000	6,000	6,000	6,000	6,000	0	0	6,000	6,000	0.0%	6,000
4818 City Share High Speed Internet	0	0	75,000	50,000	0	0	0	0	0	0		0
4050 Debt Service Levy, Fire Hall Remodeling	57,356	57,933	49,893	49,833	49,784	49,624	0	0	49,064	49,064	0.0%	49,624
4898 Debt Serv Levy - Downtown Imp Tmp Bond	0	0	28,000	28,000	30,000	37,000	0	0	42,000	42,000	0.0%	37,000
4899 Debt Serv Levy - Downtown Imp PFA Loans	0	8,000	70,000	70,000	70,000	70,000	0	0	72,000	72,000	0.0%	70,000
4726 Debt Serv Levy - 2017B Road Bond	0	0	0	0	390,000	390,000	0	0	390,000	390,000	0.0%	390,000
4725 Debt Serv Levy - 2014A Road Bond	305,000	310,000	260,000	260,000	260,000	275,000	0	0	290,000	290,000	0.0%	275,000
TOTAL PROPERTY TAXES	1,634,042	1,676,572	1,861,437	2,020,162	2,127,129	2,237,168	0	0	2,363,021	2,363,021	0.0%	2,251,291
2-INTERGOVERNMENTAL REVENUE:												
4100 Gravel Tax/West Lakeland Cent College	(2,374)	(2,333)	(2,160)	(2,267)	(2,510)	(2,545)	0	(2,635)	(2,500)	135		(2,400)
4108 Market Value Credit - Ag	5,797	10,033	9,596	10,423	10,635	5,292	0	0	4,000	4,000	0.0%	4,000
4112 PERA Rate Increase Aid	634	634	634	634	634	634	0	0	634	634	0.0%	634
4175 Agricultural perserve credit	659	663	1,005	1,064	568	5,994	0	0	500	500	0.0%	500
TOTAL INTERGOVT REVENUES	4,715	8,998	9,076	9,854	9,327	9,376	0	(2,635)	2,634	5,269	-100.0%	2,734
3-CHARGES FOR SERVICES:												
4205 Assessment Search	50	20	80	60	80	60	0	0	35	35	0.0%	35
4210 Sale of City Data (Various Media)	20	117	34	8	73	0	0	0	100	100	0.0%	100
4215 Rent of City Garage	0	0	0	0	500	2,500	1,000	1,000	500	(500)	200.0%	0
TOTAL CHARGES FOR SERVICES	70	137	114	68	653	2,560	1,000	1,000	635	(365)	157.5%	135

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4-FINES & FORFEITURES:												
4300 County Fines & Fees	10,359	15,861	14,422	11,061	8,700	13,706	885	885	10,000	9,115	8.8%	12,000
4305 Other Fines & Forfeitures	0	0	664	0	0	0	0	0	250	250	0.0%	250
TOTAL FINES & FORFEITURES	10,359	15,861	15,086	11,061	8,700	13,706	885	885	10,250	9,365	8.6%	12,250
5-LICENSES, FEES, PERMITS:												
4400 Building Permit Fees - Afton	86,885	117,818	206,416	193,823	105,130	151,857	13,598	32,319	91,000	58,681	35.5%	86,000
4401 Building & Eng'g Inspection Fees	800	1,050	1,550	2,390	1,445	5,005	360	110	1,000	890	11.0%	1,000
4404 4th of July permits	250	0	0	0	0	0	0	0	0	0	0.0%	0
4405 Pet License & Impound Fees	335	1,025	325	1,055	230	680	0	0	300	300	0.0%	300
4410 Liquor Licenses	3,000	3,000	5,023	3,500	1,750	3,350	3,500	3,500	3,000	(500)	116.7%	3,000
4415 Other Licenses	413	260	589	1,119	1,496	859	200	200	350	150	57.1%	350
4435 Street Opening & Utility Permit Fees	750	500	2,250	3,500	500	2,000	0	0	1,750	1,750	0.0%	1,750
4437 Utility Franchise Fees	59,438	59,554	57,833	62,497	59,174	62,196	15,588	788	59,000	58,212	1.3%	58,000
4440 Zoning Fees & Permits	10,248	6,965	7,886	11,475	5,690	5,190	750	1,602	4,000	2,398	40.1%	3,000
TOTAL LICENSES, FEES, PERMITS	162,119	190,172	281,870	279,359	175,415	231,138	33,996	38,519	160,400	121,881	24.0%	153,400
7-MISCELLANEOUS REVENUE:												
4601 Insurance dividend	3,208	3,271	3,972	998	471	1,195	375	375	500	125	75.0%	2,000
4604 Park rental & cleaning fees	825	560	225	225	275	675	0	0	250	250	0.0%	500
4615 Settlements/Other Income/Transfer	10	869	160	609	716	226	0	0	0	0	0.0%	0
TOTAL MISCELLANEOUS REVENUE	4,043	4,700	4,357	1,832	1,462	2,096	375	375	750	375	50.0%	2,500
9-OTHER GRANTS:												
4810 County Grant-recycling grant	7,178	7,210	7,210	7,210	7,210	6,676	0	0	7,090	7,090	0.0%	7,090
4814 Cable Commission Grant	1,200	1,200	1,200	1,500	1,200	1,200	0	0	1,200	1,200	0.0%	1,200
TOTAL OTHER GRANTS	8,378	8,410	8,410	8,710	8,410	7,876	0	0	8,290	8,290	0.0%	8,290
10-INTEREST REVENUES:												
4901 Interest - 4M Fund General	54	144	955	12,772	10,330	9,342	728	1,623	4,000	2,377	40.6%	1,000
TOTAL INTEREST REVENUES	54	144	955	12,772	10,330	9,342	728	1,623	4,000	2,377	40.6%	1,000
TOTAL REVENUES	1,823,780	1,904,993	2,181,305	2,343,817	2,341,426	2,513,261	36,984	39,767	2,549,980	2,510,213	1.6%	2,431,600

City of Afton
Detail Statement of Revenue and Expenditures - General Fund Only
Year to Date 2/29/20

	Audited 2014	Audited 2015	Audited 2016	Audited 2017	Audited 2018	UnAudited 2019	Month(s) of Feb-20	YTD Actual 2/29/20	Annual Budget 2020	Remaining Budget \$	YTD Act as % of Annual Budget	Annual Budget 2019
B: EXPENDITURES												
1-WAGES & BENEFITS:												
5002 Mayor & Council	13,200	13,400	13,200	13,200	13,200	13,200	1,100	2,200	13,200	11,000	16.7%	13,200
5004 Administrator	81,575	88,150	91,483	92,150	92,150	97,330	8,258	16,517	105,000	88,483	15.7%	102,100
5005 Intern (s)	0	0	0	0	0	0	0	0	500	500	0.0%	500
5007 Office Assistant	17,717	16,059	18,272	21,793	23,705	24,866	2,012	3,120	27,550	24,430	11.3%	26,800
5008 Office Manager/Clerk	38,593	38,922	38,798	28,930	39,171	50,450	4,126	6,288	56,130	49,842	11.2%	54,600
5115 Contract Office - Administration	0	0	0	5,221	300	0	0	0	0	0		
5020 Maintenance Personnel incl Vehicle Allowance	17,849	17,300	18,816	24,076	27,916	31,848	1,942	2,879	37,000	34,121	7.8%	40,000
5014 FICA & Medicare	13,425	17,702	17,854	18,047	18,133	17,793	1,443	2,589	18,313	15,724	14.1%	18,146
5018 Insurance Benefits (Disability)	642	646	648	227	463	565	47	94	720	626	13.1%	720
5037 Other Financial Benefits	16,200	26,400	26,400	26,400	26,400	27,396	2,311	4,622	26,400	21,778	17.5%	26,400
5053 PERA	11,416	12,178	13,008	12,771	13,913	16,490	1,280	2,270	18,552	16,282	12.2%	18,383
5024 Workers Comp Insurance	2,530	3,689	3,171	0	2,691	4,638	0	0	3,100	3,100	0.0%	3,100
TOTAL WAGES & BENEFITS	213,147	234,446	241,650	242,814	258,043	284,577	22,519	40,579	306,465	265,886	13.2%	303,949
2-PROFESSIONAL SERVICES:												
5120 Contract - Videographer	606	710	1,807	2,475	3,691	3,804	323	563	4,000	3,438	14.1%	4,000
5302 Assessor Fees	20,191	20,716	21,269	22,215	23,592	26,015	0	464	26,500	26,036	1.7%	24,000
5304 Accounting fees	13,365	14,375	15,247	17,130	17,637	26,527	2,400	4,800	29,000	24,200	16.6%	17,350
5305 Auditing fees	5,350	5,450	5,350	6,600	10,875	19,295	0	0	15,000	15,000	0.0%	15,000
5310 Engineering Fees	12,722	17,707	23,561	24,410	34,079	44,580	1,011	1,011	25,000	23,990	4.0%	20,600
5315 Recording fees	151	46	0	0	552	644	0	92	300	208	30.7%	300
5320 Legal fees - Prosecution	29,698	25,140	23,160	27,943	26,374	32,020	2,250	5,005	30,000	24,995	16.7%	29,800
5321 Legal fees - General/Civil	13,772	20,447	21,951	19,082	21,652	20,581	2,250	3,995	24,000	20,005	16.6%	22,000
5330 Planning Fees	0	0	0	6,200	5,368	593	41	110	4,200	4,090	2.6%	4,120
5335 Other Fees for Service	0	0	(433)	1,150	0	202	0	0	1,500	1,500	0.0%	1,500
5350 Building Inspection Fees - Stensland	36,910	48,921	80,054	82,429	47,634	64,093	6,719	19,475	38,500	19,025	50.6%	34,400
5360 Misc Dev Fees	(200)	(345)	0	0	0	0	0	0	0	0		0
5370 Well Monitoring Program	144	0	768	0	1,075	2,182	0	0	2,000	2,000	0.0%	1,200
5380 Watershed Management	488	488	595	596	596	596	0	0	600	600	0.0%	600
TOTAL PROFESSIONAL SERVICES	133,198	153,655	193,329	210,229	193,126	241,133	14,993	35,513	200,600	165,087	17.7%	174,870

City of Afton
Detail Statement of Revenue and Expenditures - General Fund Only
Year to Date 2/29/20

	Audited 2014	Audited 2015	Audited 2016	Audited 2017	Audited 2018	UnAudited 2019	Month(s) of Feb-20	YTD Actual 2/29/20	Annual Budget 2020	Remaining Budget \$	YTD Act as % of Annual Budget	Annual Budget 2019
4-OTHER EXPENDITURES:												
5500 Office Equipment	176	1,612	576	0	0	0	0	0	700	700	0.0%	700
5505 Bank/IRS Fees/Penalties/Sales Tax	135	347	262	314	873	452	107	135	400	265	33.8%	400
5510 Comp Svc (All Hard/Software, GIS, Web, Email)	4,825	5,396	5,610	6,900	16,830	9,344	995	1,757	11,000	9,243	16.0%	9,500
5516 Copier Lease	6,424	6,796	3,243	2,760	2,521	2,760	230	460	3,500	3,040	13.1%	3,500
5520 Equipment Maintenance	62	0	0	0	0	0	0	0	500	500	0.0%	500
5525 Insurance-General Property & Liability	18,377	17,886	17,250	15,962	21,705	21,722	0	0	22,500	22,500	0.0%	21,600
5535 Misc. Expense	230	956	21	574	111	509	80	80	1,500	1,420	5.3%	1,500
5540 Office Supplies	2,673	2,953	2,631	3,563	3,230	2,978	120	386	4,000	3,614	9.7%	4,000
5545 Other Administration	475	713	400	320	120	41	0	0	500	500	0.0%	500
5550 Postage	4,816	3,439	3,281	3,847	4,266	2,315	150	233	3,800	3,567	6.1%	3,500
5555 Publishing & Printing	2,336	3,656	2,201	407	1,143	846	0	158	2,000	1,842	7.9%	2,000
5560 Newsletter	5,281	6,058	5,339	4,804	4,144	6,326	620	930	5,000	4,070	18.6%	6,000
5565 Telephone	2,759	2,682	2,703	3,051	3,595	3,595	300	599	3,500	2,901	17.1%	3,500
5575 Travel & Mileage	180	0	132	186	162	416	0	0	500	500	0.0%	500
5580 Membership & Dues	2,987	3,158	3,207	3,229	3,384	3,474	1	1	3,300	3,299	0.0%	3,200
5585 Seminars & Education	1,932	2,364	682	1,059	2,576	1,535	0	275	2,600	2,325	10.6%	2,600
TOTAL OTHER EXPENDITURES	53,668	58,017	47,538	46,974	64,660	56,312	2,603	5,015	65,300	60,285	7.7%	63,500
SUBTOTAL GENERAL & ADMINISTRATIVE	400,012	446,119	482,517	500,017	515,829	582,021	40,115	81,107	572,365	491,258	14.2%	542,319
5-PUBLIC SAFETY:												
5605 Animal Control	1,899	2,823	1,959	1,280	2,884	3,416	0	70	3,500	3,430	2.0%	4,000
5625 Fire & Ambulance Service	213,705	219,953	232,893	243,296	249,166	260,296	0	65,913	263,651	197,738	25.0%	260,296
5626 Fire Relief Association	0	0	0	0	0	0	0	0	0	0	0.0%	0
5636 Police Service - Additional Patrols	0	0	0	0	2,044	2,448	0	0	5,000	5,000	0.0%	2,000
5635 Police Service - County	168,494	169,289	178,385	176,419	186,346	189,238	0	227	199,300	199,073	0.1%	189,011
TOTAL PUBLIC SAFETY	384,098	392,065	413,237	420,994	440,440	455,398	0	66,210	471,451	405,241	14.0%	455,307
6-PUBLIC HEALTH:												
5705 Recycling - Afton	150	268	1,076	525	(304)	(28)	0	0	500	500	0.0%	500
5720 Refuse Hauling - City Hall	1,630	819	708	745	945	469	0	0	1,000	1,000	0.0%	1,000
TOTAL PUBLIC HEALTH	1,780	1,087	1,784	1,270	641	441	0	0	1,500	1,500	0.0%	1,500

DH

City of Afton
Detail Statement of Revenue and Expenditures - General Fund Only
Year to Date 2/29/20

	Audited 2014	Audited 2015	Audited 2016	Audited 2017	Audited 2018	UnAudited 2019	Month(s) of Feb-20	YTD Actual 2/29/20	Annual Budget 2020	Remaining Budget \$	YTD Act as % of Annual Budget	Annual Budget 2019
7-STREETS:												
5820 Gravel Road Maintenance	1,755	3,530	7,944	13,721	10,348	6,567	0	0	0	0		4,000
5825 Crackseal/Seal Coat/Gravel Shouldering	90,685	51,829	11,701	33,098	50,469	13,543	0	0	70,000	70,000	0.0%	75,000
5830 Snow & Ice Control	115,692	62,431	78,910	76,152	132,082	138,959	18,835	41,071	115,000	73,929	35.7%	113,000
5835 Surf maint/Sweeping/Pothole Repair	29,844	49,873	33,139	28,672	2,262	15,379	0	0	10,000	10,000	0.0%	10,000
5845 Brush,Tree,Mow,Bridge,Culvert,Guardrail	25,502	40,117	21,136	80,978	45,273	57,858	375	375	52,000	51,625	0.7%	52,000
5850 Street Lighting	3,982	4,286	3,164	4,494	3,397	1,810	193	312	5,000	4,688	6.2%	5,500
5855 Gas Lamps - Operating Costs	2,851	2,491	1,889	1,236	1,393	0	0	0	0	0		0
5856 Gas Lamps - Capital	0	0	0	0	0	0	0	0	0	0		0
5860 Signs & Signals	2,977	3,247	3,413	2,624	1,879	9,100	622	622	3,500	2,878	17.8%	3,500
5870 Other - Road Maint.	758	605	1,696	888	1,608	2,000	4	58	2,000	1,942	2.9%	2,000
TOTAL STREETS	274,047	218,410	162,992	241,863	248,711	245,216	20,030	42,439	257,500	215,061	16.5%	265,000
9-OTHER PUBLIC WORKS EXPENDITURES:												
5910 Flood Control (Operate Pump/Dike)	803	0	0	0	0	0	0	0	1,600	1,600	0.0%	1,600
5920 Repair & Maint - Equipment	1,312	1,080	1,324	1,506	2,481	4,278	289	375	3,000	2,625	12.5%	1,500
5925 Fuel & Lubricants	478	558	311	263	361	506	0	0	1,000	1,000	0.0%	1,000
5930 Tools & Minor Equipment	243	277	275	95	375	0	0	0	950	950	0.0%	950
TOTAL OTHER PUBLIC WORKS	2,836	1,914	1,910	1,864	3,217	4,784	289	375	6,550	6,175	5.7%	5,050
SUBTOTAL STREETS, REHAB & PUBLIC WORKS	276,883	220,324	164,902	243,727	251,928	250,000	20,318	42,814	264,050	221,236	16.2%	270,050
9-BUILDINGS & LAND:												
6010 Gas Heat - 3033 City Hall	2,060	1,937	1,071	533	0	1,167	189	361	2,200	1,839	16.4%	2,200
6020 Electricity	1,822	1,731	1,635	2,039	2,750	2,482	229	426	2,000	1,574	21.3%	2,000
6030 Miscellaneous Expense	777	1,036	944	910	229	1,529	92	132	800	668	16.5%	800
6035 Cleaning	1,031	874	273	13	7	0	0	0	500	500	0.0%	500
6040 Repair & Maintenance	898	1,910	902	2,644	2,789	902	0	666	2,500	1,834	26.6%	2,000
6045 City Garage Exp - 1675 Stagecoach	3,264	2,557	3,182	2,147	4,588	2,864	490	866	2,500	1,634		2,500
6046 Garage Expense - Sheriff, Public Works	0	0	0	0	0	488	(1,524)	280	1,000	720	28.0%	1,000
6050 Supplies	594	288	289	536	1,519	940	37	149	550	401	27.1%	500
TOTAL BUILDINGS & LAND	10,446	10,334	8,296	8,823	11,882	10,371	(488)	2,881	12,050	9,169	23.9%	11,500

City of Afton
Detail Statement of Revenue and Expenditures - General Fund Only
Year to Date 2/29/20

	Audited 2014	Audited 2015	Audited 2016	Audited 2017	Audited 2018	UnAudited 2019	Month(s) of Feb-20	YTD Actual 2/29/20	Annual Budget 2020	Remaining Budget \$	YTD Act as % of Annual Budget	Annual Budget 2019
12-PARKS & RECREATION:												
6105 4th of July Celebration	3,691	3,500	3,500	3,500	3,500	3,500	0	1,750	3,500	1,750	50.0%	3,500
6135 Park Maintenance	1,275	359	569	2,587	3,380	3,069	0	0	2,500	2,500	0.0%	1,300
6136 Park Utilities	0	0	0	0	0	3,288	357	615	3,000	2,385	20.5%	0
6140 Miscellaneous expense	52	62	112	18	238	238	0	0	300	300	0.0%	300
6205 Cemetery maintenance	0	0	9,000	9,354	9,000	9,000	0	9,000	9,000	0	100.0%	9,000
TOTAL PARKS & RECREATION	5,018	3,921	13,181	15,459	16,118	19,095	357	11,365	18,300	6,935	62.1%	14,100
OVERALL TOTAL EXPENDITURES	1,078,237	1,073,850	1,083,917	1,190,291	1,236,837	1,317,326	60,303	204,378	1,339,716	1,135,338	15.3%	1,294,776
C: OTHER FINANCING SOURCES (USES)												
4725 Tax Levy to 2014A Road Bond	(305,000)	(310,000)	(260,000)	(260,000)	(260,000)	(275,000)	0	0	(290,000)	(290,000)		(275,000)
4726 Tax Levy to 2017B Road Bond	0	0	0	0	(390,000)	(390,000)	0	0	(390,000)	(390,000)		(390,000)
4898 Tax Levy to Dwtwn Imp Tmp Bonds	0	0	(28,000)	(28,000)	(30,000)	(37,000)	0	0	(42,000)	(42,000)		(37,000)
4899 Tax Levy to Dwtwn Imp PFA Loans	0	0	(70,000)	(70,000)	(70,000)	(70,000)	0	0	(72,000)	(72,000)		(70,000)
4050 Tax Levy to Fire Hall Debt Service Fund	(57,356)	(57,933)	(49,893)	(49,833)	(49,784)	(49,624)	0	0	(49,064)	(49,064)		(49,624)
6920 Oper trf to Bldg & Land Fund - Budgeted	(6,000)	(6,000)	(6,000)	(6,000)	(6,000)	(6,000)	0	0	(6,000)	(6,000)		(6,000)
6920 Oper trf to Bldg & Land Fund - UnBudgeted	0	(20,000)	(25,000)	(25,000)	0	0	0	0	0	0		0
6921 Oper trf to Street Imp -UnBudgeted	0	(43,500)	(230,000)	(100,000)	0	0	0	0	0	0		0
6925 Oper trf to Street Imp -Budgeted	(200,000)	(200,000)	(200,000)	(375,000)	(70,000)	(120,500)	0	0	(170,500)	(170,500)		(120,500)
6928 Oper Trf from(to) Special Reserve Fund	(294)	(5,000)	(3,000)	(9,500)	(5,000)	(100)	0	0	(100)	(100)		(100)
6932 Oper Trf to Stormwater Fund	(3,500)	(3,500)	(3,500)	(3,500)	(3,500)	(3,500)	0	0	(3,500)	(3,500)		(3,500)
6933 Oper Trf to Vehicle Fund	(2,500)	(2,500)	(2,500)	(2,500)	(2,500)	(2,500)	0	0	(2,500)	(2,500)		(2,500)
6935 Oper Trf to Comprehensive Plan	(2,000)	(2,000)	(3,000)	(4,000)	(4,000)	(4,000)	0	0	(3,500)	(3,500)		(4,000)
6936 Oper Trf to Flood Mitigation & Control	(5,500)	(5,500)	(5,500)	(5,500)	(5,500)	(5,500)	0	0	(5,500)	(5,500)		(5,500)
6937 Oper Trf to DNR Grant Match	(95,000)	(95,000)	(95,000)	(95,000)	(95,000)	(95,000)	0	0	(95,000)	(95,000)		(95,000)
6934 Oper trf to Codification (Spec Act Fd)	(100)	(100)	(100)	(100)	(100)	(500)	0	0	(500)	(500)		(500)
4843 Oper Trf to MN Unemployment Claims	(3,000)	(3,000)	(1,000)	(1,000)	(1,000)	(1,000)	0	0	(1,000)	(1,000)		(1,000)
4847 Oper Trf to Election Expense Fund	(5,500)	(5,500)	(5,500)	(5,500)	(5,500)	(5,500)	0	0	(7,000)	(7,000)		(5,500)
6910 City Council Contingency Fund	0	0	0	(10,000)	0	0	0	0	0	0		0
4842 Oper Trf to Audit and Legal Reserve	(100)	(100)	(1,000)	(1,000)	(1,000)	(100)	0	0	(100)	(100)		(100)
4844 Oper Trf to Parks Capital Repairs/Trail & Ped Bridge	(5,500)	(5,500)	(5,500)	(5,500)	(5,500)	(5,500)	0	0	(5,500)	(5,500)		(5,500)
4022 Oper Trf to Afton Septic System - City Bldgs	(15,000)	(15,000)	(15,000)	(15,000)	(15,000)	(15,000)	0	0	(15,000)	(15,000)		(15,000)
4818 Oper Trf to Spec Act Fd re High Speed Internet	0	(8,000)	(75,000)	(50,000)	0	0	0	0	0	0		0
4846 Oper Trf to Sidewalk	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	(500)	0	0	(500)	(500)		(500)
4017 Oper Trf to Bridge Replacement Fund	0	0	0	0	(49,671)	(50,000)	0	0	(51,000)	(51,000)		(50,000)
6954 Oper Trf to 807 Tmp Bond Debt Fund	0	0	0	0	(15,000)	0	0	0	0	0		0
6929 Trf (to)/from Special Activities Fund (Various)	0	(15,000)	(10,000)	(25,000)	(15,000)	(59,000)	0	0	0	0		0
TOTAL OTH FINANCING/TRANSFERS	(708,350)	(805,133)	(1,096,493)	(1,148,933)	(1,101,055)	(1,195,824)	0	0	(1,210,264)	(1,210,264)		(1,136,824)
REVENUES OVER (UNDER) EXPENDITURES	37,193	26,010	895	4,594	3,534	110	(23,319)	(164,611)	\$0	164,611		\$0
Fund Balance - Beginning of Period	264,114	301,307	327,317	328,212	332,805	336,339		\$336,450				
Fund Balance - End of Period	301,307	327,317	328,212	332,805	336,339	336,450		\$171,839				

City of Afton
Summary of Special Activities and MN Investment Funds
YTD 2/29/20

	Balance 12/31/2014	Balance 12/31/2015	Balance 12/31/2016	Balance 12/31/2017	Balance 12/31/2018	Balance 12/31/2019	Receipts	Disbursements	Transfers	Balance 2/29/2020
#550 Special Activities Fund - General										
A. Interest (unallocated)	3,871.67	3,930.92	4,394.61	6,100.51	12,372.80	19,958.14	694.74			20,652.88
B2. 4th of July Reserve	0.00	0.00	0.00	0.00	0.00	0.00				0.00
B3. City Council Contingency Reserve	10,975.00	9,775.00	4,768.56	10,229.76	853.12	6,622.98				6,622.98
B4. Community Garden	(87.88)	(0.00)	(0.00)	(0.00)	(0.00)	(0.00)				(0.00)
B4. MN Historic Preservation Design Guidelines	0.00	8,000.00	(225.00)	(225.00)	(225.00)	9,775.00				9,775.00
B5. Afton Residents for Preservation & Conservation	0.00	0.00	0.00	1,500.00	1,500.00	1,500.00				1,500.00
C1. Codification	3,750.20	3,850.20	3,950.20	4,050.20	4,150.20	4,650.20				4,650.20
C2. Comprehensive Plan	8,155.36	1,947.36	4,947.36	18,947.36	17,898.61	20,432.61				20,432.61
D1. Flood Control (Acct 7836)	5,063.99	17,004.27	22,304.27	27,804.27	33,304.27	25,482.36				25,482.36
D2. Storm Water Control	21,433.70	24,933.70	28,433.70	31,933.70	37,433.70	40,933.70				40,933.70
D3. Snow & Ice Reserve	0.00	15,000.00	15,000.00	30,000.00	30,000.00	30,000.00				30,000.00
D6. TAG Wastewater Comm Assessmnt (Acct 7833)	(15,982.34)	0.00	0.00	0.00	0.00	0.00				0.00
E. Charitable Gaming Fund	0.00	0.00	84.47	495.80	746.17	913.00				913.00
F. Applicant Pass-Thru Expenses	0.00	0.00	0.00	0.00	0.00	0.00				0.00
G. TIF Dist No. 1 (Afton Market Square)	849.01	0.00	0.00	0.00	0.00	0.00				0.00
I. City Vehicles	4,148.96	6,648.96	9,148.96	9,214.39	10,395.39	6,905.14				6,905.14
K. Audit/Legal Reserve	38,436.57	38,536.57	39,536.57	40,536.57	35,719.38	62,902.62		(27,916.76)		90,819.38
L. MN UI Claims, Severance & Oth PTO	23,788.53	26,788.53	27,788.53	28,788.53	29,788.53	30,788.53				30,788.53
M. Parks Capital, Pedestrian Bike Trail & Bridge	16,459.94	21,959.94	27,459.94	27,959.94	33,459.94	38,959.94				38,959.94
N. Election Expense	5,780.27	11,159.33	9,452.67	13,402.67	5,311.65	9,244.34		1,550.00		7,694.34
O. Sidewalk	10,000.00	12,000.00	14,000.00	16,000.00	18,000.00	18,500.00				18,500.00
P. High Speed Internet	0.00	0.00	0.00	124,850.00	124,850.00	0.00				0.00
Total #550 Special Activities Fund - General	136,642.98	201,534.78	211,044.84	391,588.70	395,558.76	327,568.56	694.74	(26,366.76)	0.00	354,630.06
#560 Special Activities Fund - Other										
A. State Fire Aid (Pass-Thru)	0.00	0.00	0.00	0.00	0.00	0.00				0.00
B. Community Communications	18,378.87	24,889.73	13,549.11	12,083.74	(0.00)	251.39		5,250.00		(4,998.61)
C. Interest (Unallocated)	0.00	0.00	0.00	0.00	2.13	58.12	0.60			58.72
Total #550 Special Activities Fund	18,378.87	24,889.73	13,549.11	12,083.74	2.13	309.51	0.60	5,250.00	0.00	(4,939.89)
#600 MN Investment Fund										
4886/8986 Chandler Exhibits	104,361.13	104,409.10	104,635.25	105,377.87	107,167.55	109,325.35	256.13		0.00	109,581.48
Total #600 MN Investment Fund	104,361.13	104,409.10	104,635.25	105,377.87	107,167.55	109,325.35	256.13	0.00	0.00	109,581.48

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

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
4842 · Oper Trf Audit/Legal Reserve							
Gene...	01/01/2020	AuditLegal	100 Gen'l Fd.C. Oth Financing Sources (Uses);6929 ...	2019 Unbudgeted Trf fr Genl to Spec Activities re. Audit & Legal Reserve	0.00		0.00
Total 4842 · Oper Trf Audit/Legal Reserve					0.00	0.00	0.00
4914 · Special Activity - Interest							
Gene...	01/31/2020	interest		Interest Income		358.22	358.22
Gene...	02/29/2020	interest		Interest Income		336.52	694.74
Total 4914 · Special Activity - Interest					0.00	694.74	694.74
6342 · Legal Exp - Deductible/CoPays							
Gene...	01/01/2020	Litigation	550 Special Activities Fd - General;K. Audit/Legal R...	Reverse 2019 Accrual: Legal & Copay to LMCIT re. Afton Marina & Yacht Club		27,916.76	27,916.76
Total 6342 · Legal Exp - Deductible/CoPays					0.00	27,916.76	27,916.76
6347 · Elections Expense							
Bill	01/31/2020	169959	Wash Cty (Elections)	2020 Automark Ext Maint Fees	1,550.00		(1,550.00)
Total 6347 · Elections Expense					1,550.00	0.00	(1,550.00)
6910 · Trf fr General Fund							
Gene...	01/01/2020	CouncilCont	100 Gen'l Fd.C. Oth Financing Sources (Uses);6929 ...	2018 Unbudgeted Trf fr Genl to Spec Activities re. Council Contingency	0.00		0.00
Total 6910 · Trf fr General Fund					0.00	0.00	0.00
TOTAL					1,550.00	28,611.50	27,061.50

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

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
4920 · Special Act Other - Interest							
Gene...	01/31/2020			Interest Income		0.31	0.31
Gene...	02/29/2020			Interest Income		0.29	0.60
Total 4920 · Special Act Other - Interest					0.00	0.60	0.60
5561 · Communications							
Bill	02/29/2020	10012	Afton Historical Society	Archival of Council and Planning Meeting Videos	5,250.00		(5,250.00)
Total 5561 · Communications					5,250.00	0.00	(5,250.00)
TOTAL					5,250.00	0.60	(5,249.40)

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

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
4906 · Bldg & Land Interest Earnings							
Gene...	01/31/2020	interest		Interest Income		15.81	15.81
Gene...	02/29/2020	interest		Interest Income		9.79	25.60
Total 4906 · Bldg & Land Interest Earnings					0.00	25.60	25.60
6003 · City Hall Improvements							
Bill	01/21/2020	s102170559....	J. H. LARSON CO.	Wall Heater	403.25		(403.25)
Total 6003 · City Hall Improvements					403.25	0.00	(403.25)
TOTAL					403.25	25.60	(377.65)

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

	Jan - Dec 14	Jan - Dec 15	Jan - Dec 16	Jan - Dec 17	Jan - Dec 18	Jan - Dec 19	Jan - Feb 20	TOTAL
410 Sanitary Sewer Utility								
A. Rev								
4022 Sanitary Sewer - Levy	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	0.00	90,000.00
4023 Sanitary Sewer Oper - Fees	0.00	0.00	0.00	0.00	29,850.00	40,700.00	10,465.00	81,015.00
4919 Sanitary Sewer Interest	0.00	0.00	0.00	0.00	12.88	952.89	111.18	1,076.95
Total A. Rev	15,000.00	15,000.00	15,000.00	15,000.00	44,862.88	56,652.89	10,576.18	172,091.95
B. Exp								
6060 Sanitary Sewer Oper - Exp								
6062 Oth Contract Services	0.00	0.00	0.00	0.00	(781.75)	(7,894.53)	0.00	(8,676.28)
6065 Oper & Mgmt Fees	0.00	0.00	0.00	(1,508.33)	(20,508.65)	(19,136.27)	(3,521.66)	(44,674.91)
6066 Chemicals & Lab Fees	0.00	0.00	0.00	0.00	(10,582.28)	(12,739.47)	(1,382.15)	(24,703.90)
6068 Electric - Lift Stations	0.00	0.00	0.00	0.00	(15,004.05)	(19,009.18)	(1,687.70)	(35,700.93)
6069 Insurance - Sanitary Sewer	0.00	0.00	0.00	0.00	0.00	(5,291.00)	0.00	(5,291.00)
6060 Sanitary Sewer Oper - Exp - Other	0.00	0.00	0.00	(745.19)	0.00	0.00	0.00	(745.19)
Total 6060 Sanitary Sewer Oper - Exp	0.00	0.00	0.00	(2,253.52)	(46,876.73)	(64,070.45)	(6,591.51)	(119,792.21)
6083 Sanitary Sewer Spec Assessments	0.00	0.00	0.00	0.00	(2,589.77)	(2,155.93)	0.00	(4,745.70)
Total B. Exp	0.00	0.00	0.00	(2,253.52)	(49,466.50)	(66,226.38)	(6,591.51)	(124,537.91)
Total 410 Sanitary Sewer Utility	15,000.00	15,000.00	15,000.00	12,746.48	(4,603.62)	(9,573.49)	3,984.67	47,554.04
TOTAL	15,000.00	15,000.00	15,000.00	12,746.48	(4,603.62)	(9,573.49)	3,984.67	47,554.04

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

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance	
4023 - Fees Sanitary Sewer Oper								
Depo...	01/13/2020	995003		Shosten		50.00	50.00	
Depo...	01/13/2020	5702		Mulle		100.00	150.00	
Depo...	01/13/2020	5192		Holz		35.00	185.00	
Depo...	01/13/2020	6662		Palmquist		50.00	235.00	
Depo...	01/13/2020	18392		Larson		50.00	285.00	
Depo...	01/13/2020	6788		Gasser		35.00	320.00	
Depo...	01/13/2020	5241		Raedeke		35.00	355.00	
Depo...	01/13/2020	5491		Feehan Schmidt		250.00	605.00	
Depo...	01/13/2020	6051		Anderson		150.00	755.00	
Depo...	01/13/2020	5011		Lutz		50.00	805.00	
Depo...	01/13/2020	1400		Lone Star		200.00	1,005.00	
Depo...	01/13/2020	44966		Afton St Croix		1,750.00	2,755.00	
Depo...	02/23/2020	99501		Shosten		50.00	2,805.00	
Depo...	02/23/2020	5494		Feehan-Schmidt		250.00	3,055.00	
Depo...	02/23/2020	6666		Palmquist		50.00	3,105.00	
Depo...	02/23/2020	6795		Gasser		35.00	3,140.00	
Depo...	02/23/2020	5247		Raedeke and Loomis		35.00	3,175.00	
Depo...	02/23/2020	45018		Afton St Croix		1,750.00	4,925.00	
Depo...	02/23/2020	12176		Schneider		140.00	5,065.00	
Depo...	02/23/2020	3652		Butler		100.00	5,165.00	
Depo...	02/23/2020	5197		Biagini		100.00	5,265.00	
Depo...	02/23/2020	995139		Thompson and Benike		50.00	5,315.00	
Depo...	02/23/2020	14095		Bulger		35.00	5,350.00	
Depo...	02/23/2020	1162		Langstraat		35.00	5,385.00	
Depo...	02/23/2020	2177		Durkopp		35.00	5,420.00	
Depo...	02/23/2020	1155		Lone Star		200.00	5,620.00	
Depo...	02/23/2020	3564		Nickerson		900.00	6,520.00	
Depo...	02/23/2020	5012		Lutz		50.00	6,570.00	
Depo...	02/23/2020	1431139		Cooper		35.00	6,605.00	
Depo...	02/23/2020	1237236		Memorial Lutheran		50.00	6,655.00	
Depo...	02/23/2020	5709		Mulle		100.00	6,755.00	
Depo...	02/23/2020	18370		Larson		50.00	6,805.00	
Depo...	02/25/2020	1159		Lone Star		200.00	7,005.00	
Depo...	02/25/2020	45072		Afton St Croix		1,750.00	8,755.00	
Depo...	02/25/2020	2680		Mucciacciaro		600.00	9,355.00	
Depo...	02/25/2020	10458		Weed		600.00	9,955.00	
Depo...	02/25/2020	14122		Bulger		35.00	9,990.00	
Depo...	02/25/2020	2184		Durkopp		35.00	10,025.00	
Depo...	02/25/2020	995140		Thompson		50.00	10,075.00	
Depo...	02/25/2020	5203		Holz		35.00	10,110.00	
Depo...	02/25/2020	5013		Lutz		50.00	10,160.00	
Depo...	02/25/2020	1172		Langstraat		35.00	10,195.00	
Depo...	02/25/2020	4515		Brasel		100.00	10,295.00	
Depo...	02/25/2020	5319617		Cooper		35.00	10,330.00	
Depo...	02/25/2020	995012		Shosten		50.00	10,380.00	
Depo...	02/25/2020	4987942		Memorial Lutheran		50.00	10,430.00	
Depo...	02/26/2020	5257		Raedeke and Loomis		35.00	10,465.00	
Total 4023 - Fees Sanitary Sewer Oper						0.00	10,465.00	10,465.00
4919 - Sanitary Sewer - Interest								
Gene...	01/31/2020	Interest		Interest Income		64.70	64.70	
Gene...	02/29/2020	Interest		Interest Income		46.48	111.18	
Total 4919 - Sanitary Sewer - Interest						0.00	111.18	111.18
6060 - Sanitary Sewer Expenses								
6065 - Oper & Mgmt Fees								
Bill	01/30/2020	105176	Petersen Mgmt (Oper & Mgmt Fees)	Operations and management fees Jan2020	1,508.33		(1,508.33)	
Bill	02/29/2020	1000092457	Minnesota Pollution Control Agency	145422 Afton WWTP 2318 St Croix Trl S: Wastewater Annual permit fees 2020	505.00		(2,013.33)	
Bill	02/29/2020	105608	Petersen Mgmt (Oper & Mgmt Fees)	Operations and management fees Feb2020	1,508.33		(3,521.66)	
Total 6065 - Oper & Mgmt Fees						3,521.66	0.00	(3,521.66)
6066 - Chemicals & Lab Fees								

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

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
Bill	01/31/2020	105457	Petersen Mgmt (Lab Fees)	Lab fees, Chemicals	734.25		(734.25)
Bill	02/29/2020	105795	Petersen Mgmt (Lab Fees)	Lab fees, Chemicals	293.70		(1,027.95)
Bill	02/29/2020	105689	Petersen Mgmt (Lab Fees)	Lab fees, Chemicals	354.20		(1,382.15)
Total 6066 · Chemicals & Lab Fees					1,382.15	0.00	(1,382.15)
6068 · Electricity - Lift Stations							
Bill	01/31/2020	013120	Xcel Energy {EFT} (51-11957 8190)	Acct No. 51-00119578190 : Lift Station 15995 UPPER 34TH ST S. Meter 21647908 Premises 304699630	321.88		(321.88)
Bill	02/29/2020	022920	Xcel Energy {EFT} (51-11983 9027)	Acct No. 51-0011983902-7 Pumphouse for Water Treatment: 2318 St Croix Trl S. Meter 15491212 Pre...	887.09		(1,208.97)
Bill	02/29/2020	022920	Xcel Energy {EFT} (51-11957 8190)	Acct No. 51-00119578190 : Lift Station 15995 UPPER 34TH ST S. Meter 21647908 Premises 304699630	478.73		(1,687.70)
Total 6068 · Electricity - Lift Stations					1,687.70	0.00	(1,687.70)
Total 6060 · Sanitary Sewer Expenses					6,591.51	0.00	(6,591.51)
TOTAL					6,591.51	10,576.18	3,984.67

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

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
4907 - Pub Wks 4M Fd Interest Earnings							
General Jo...	01/31/2020	Interest		Interest Income		979.24	979.24
General Jo...	02/29/2020	Interest		Interest Income		878.17	1,857.41
Total 4907 - Pub Wks 4M Fd Interest Earnings					0.00	1,857.41	1,857.41
7900 - Street Imp Capital Projects							
7946 - 2020 Street Projects							
Bill	02/29/2020	6	WSB (Pavement Mgmt)	2020 Pavement Improvement Project	10,370.00		(10,370.00)
Total 7946 - 2020 Street Projects					10,370.00	0.00	(10,370.00)
7984 - River Road Sanitary Options							
Bill	01/31/2020	744603065	Finance and Commerce	River Road Sanitary Imp Project	195.34		(195.34)
Bill	02/29/2020	1	WSB (City Engineer)	River Road Sanitary Project	2,789.00		(2,984.34)
Bill	02/29/2020	8	WSB (River Road Sanitary Sewer)	River Road Sanitary Sewer Improvements	2,218.00		(5,202.34)
Total 7984 - River Road Sanitary Options					5,202.34	0.00	(5,202.34)
Total 7900 - Street Imp Capital Projects					15,572.34	0.00	(15,572.34)
TOTAL					15,572.34	1,857.41	(13,714.93)

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

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
4918 · Bridge Replacement - Interest							
General Jo...	01/31/2020	Interest		Interest Income		77.79	77.79
General Jo...	02/29/2020	Interest		Interest Income		71.16	148.95
Total 4918 · Bridge Replacement - Interest					0.00	148.95	148.95
7770 · Bridge Repair & Replacement Exp							
7771 · Bridge Replacement - Engineer							
Bill	02/29/2020	3	WSB (Bridge Insp/Imp)	2019 Bridge Inspection Services	1,245.00		(1,245.00)
Total 7771 · Bridge Replacement - Engineer					1,245.00	0.00	(1,245.00)
Total 7770 · Bridge Repair & Replacement Exp					1,245.00	0.00	(1,245.00)
TOTAL					1,245.00	148.95	(1,096.05)

K1

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

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

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

April 2011 through February 2020

	Apr - Dec 11	Jan - Dec 12	Jan - Dec 13	Jan - Dec 14	Jan - Dec 15	Jan - Dec 16	Jan - Dec 17	Jan - Dec 18	Jan - Dec 19	Jan - Feb 20	TOTAL
805 City InfraStructure Imp Fd											
A. Rev											
4917 Interest Income	0.00	2.04	2.55	3.26	395.48	4,602.22	3,305.81	1,820.97	15,457.66	1,935.75	27,525.74
4828 2015A Dwtwn Tmp Bond Proceeds	0.00	0.00	0.00	0.00	3,755,000.00	0.00	0.00	0.00	0.00	0.00	3,755,000.00
4829 2017A Dwtwn Tmp Bond Proceeds	0.00	0.00	0.00	0.00	0.00	0.00	1,980,000.00	0.00	0.00	0.00	1,980,000.00
4849 DNR BWSR Grant	0.00	0.00	129,850.00	0.00	0.00	0.00	0.00	84,710.07	0.00	0.00	214,560.07
4850 Park Reserve Trf re. Dwtwn Imp	0.00	0.00	100,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100,000.00
4851 VBWD Easement	0.00	0.00	0.00	0.00	5,800.00	0.00	0.00	0.00	0.00	0.00	5,800.00
4852 VBWD Grant \$50M/Yr 10 Yrs	0.00	0.00	0.00	0.00	0.00	50,000.00	50,000.00	100,000.00	50,000.00	0.00	250,000.00
4853 County Share Dwtwn/Septic Proj	0.00	0.00	0.00	0.00	0.00	0.00	4,092,588.89	33,609.96	101,365.98	0.00	4,227,564.83
4861 CWRF G 054 Grant Stormwater	0.00	0.00	0.00	0.00	0.00	0.00	349,938.00	0.00	0.00	0.00	349,938.00
4862 CWRF L 054 Ln Proceeds Stormwtr	0.00	0.00	0.00	0.00	0.00	0.00	656,371.52	233,935.55	18,144.87	64,341.86	972,793.80
4863 CWRF G 055 Grant Sanitary Sewer	0.00	0.00	0.00	0.00	0.00	0.00	398,320.00	0.00	0.00	0.00	398,320.00
4864 CWRF L 055 Ln Proceeds Sanitary Swr	0.00	0.00	0.00	0.00	0.00	0.00	1,001,173.03	150,278.31	10,947.42	32,560.24	1,194,959.00
4865 PSIG G 056 Sanitary Sewer	0.00	0.00	0.00	0.00	0.00	0.00	4,382,993.48	807,011.35	245,930.21	306,780.96	5,742,716.00
4871 Rental Inc - Flood Levee Prop	0.00	850.00	1,700.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,550.00
4894 MndNR Grant - Other	0.00	9,247.38	10,024.53	0.00	35,137.00	0.00	1,611,106.29	499.81	1,280,016.00	0.00	2,946,031.01
4895 MndNR Grant - Land Purchase	0.00	351,673.70	616,669.52	0.00	0.00	0.00	0.00	0.00	0.00	0.00	968,343.22
4896 Flood Levy Imp Proj - Tax Levy	0.00	95,000.00	95,000.00	95,000.00	95,000.00	95,000.00	95,000.00	95,000.00	95,000.00	0.00	760,000.00
Total A. Rev	0.00	456,773.12	953,246.60	95,003.26	3,891,332.48	149,602.22	14,620,797.02	1,506,866.02	1,816,862.14	405,618.81	23,896,101.67
B. Exp											
7728 2015A Dwtwn Tmp Bond Principal	0.00	0.00	0.00	0.00	0.00	0.00	(3,755,000.00)	0.00	0.00	0.00	(3,755,000.00)
7738 2015A Dwtwn Tmp Imp Bond Issue Exp	0.00	0.00	0.00	0.00	(53,263.75)	(1,608.00)	(575.00)	0.00	0.00	0.00	(55,446.75)
7740 2017A Dwtwn Tmp Imp Bond Issue Exp	0.00	0.00	0.00	0.00	0.00	0.00	(31,219.80)	0.00	0.00	0.00	(31,219.80)
8871 Wetland Credits	0.00	0.00	0.00	0.00	0.00	0.00	(51,747.88)	0.00	0.00	0.00	(51,747.88)
8891 Dwtwn Prop Purch/Exp	0.00	(372,221.16)	(780,944.33)	(933.95)	(2,481.58)	(1,726.95)	(540.66)	(367.77)	(334.89)	(20.90)	(1,159,572.19)
8892 Dwtwn Imp - Easemnts & Damages	0.00	0.00	0.00	(11,700.00)	(633,200.00)	(9,200.00)	(33,120.68)	0.00	(11,584.00)	0.00	(698,804.68)
8893 Single Audit Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(2,000.00)	(1,600.00)	0.00	(3,600.00)
8894 Septic Permits, Fees, Admin	0.00	0.00	0.00	(10,558.00)	(42,355.31)	(85,086.73)	(116,238.58)	(4,177.00)	(6,962.84)	0.00	(265,378.46)
8895 DNR Flood Imp Proj - Engineer	(6,673.00)	(54,384.11)	(29,242.00)	(157,437.85)	(198,277.10)	(67,890.74)	(14,066.00)	0.00	0.00	0.00	(527,970.80)
8896 Sanitary Sewer Imp	0.00	(395.00)	(87,311.07)	(293,780.46)	(194,199.55)	(152,850.73)	(73,817.14)	(14,579.82)	(3,594.68)	0.00	(820,528.45)
8897 Septic Construction Eng'g	0.00	0.00	0.00	(540.77)	(9,048.00)	(8,545.49)	(151,858.16)	(39,659.80)	(3,958.28)	0.00	(213,610.50)
8898 Flood Mitigation/ROW Serv	0.00	(9,754.75)	(4,480.00)	(19,787.25)	(87,667.80)	(18,935.00)	(14,085.50)	0.00	0.00	0.00	(154,710.30)
8899 Village Improvements	0.00	0.00	(33,513.00)	(28,452.75)	0.00	(22,669.68)	(1,305,268.17)	(431,584.90)	(128,644.35)	(1,238.00)	(1,951,370.85)
8901 Septic Construction	0.00	0.00	0.00	0.00	0.00	0.00	(12,047,008.52)	(1,596,291.03)	(94,962.55)	117,487.15	(13,620,774.95)
Total B. Exp	(6,673.00)	(436,755.02)	(935,490.40)	(523,191.03)	(1,220,493.09)	(368,513.32)	(17,594,546.09)	(2,088,600.32)	(251,641.59)	116,228.25	(23,309,735.61)
C. Transfers											
6913 Trf fr 120 Street Improvements	0.00	0.00	0.00	0.00	0.00	0.00	805,497.42	(120,745.17)	0.00	0.00	684,752.25
Total C. Transfers	0.00	0.00	0.00	0.00	0.00	0.00	805,497.42	(120,745.17)	0.00	0.00	684,752.25
Total 805 City InfraStructure Imp Fd	(6,673.00)	20,018.10	17,756.20	(428,187.77)	2,670,839.39	(218,911.10)	(2,168,251.65)	(702,539.47)	1,565,220.55	521,847.06	1,271,118.31
TOTAL	(6,673.00)	20,018.10	17,756.20	(428,187.77)	2,670,839.39	(218,911.10)	(2,168,251.65)	(702,539.47)	1,565,220.55	521,847.06	1,271,118.31

M1

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

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
4862 · CWRFL 054 Loan Proceeds							
Deposit	01/27/2020	5818636		MPFA CWRFL 054 FY 2017 22		22,566.09	22,566.09
Deposit	02/25/2020			MPFA CWRFL 054 FY 2017 23		41,775.77	64,341.86
Total 4862 · CWRFL 054 Loan Proceeds					0.00	64,341.86	64,341.86
4864 · CWRFL 055 Loan Proceeds							
Deposit	01/27/2020	5818636		MPFA CWRFL 055 FY 2017 11		32,560.24	32,560.24
Total 4864 · CWRFL 055 Loan Proceeds					0.00	32,560.24	32,560.24
4865 · PSIG G 056 Grant							
Deposit	01/27/2020	5818636		MPFA PSIG G 056 FY 2017 18		95,456.84	95,456.84
Deposit	01/27/2020	5818636		MPFA PSIG G 056 FY 2017 18		105,827.21	201,284.05
Deposit	02/25/2020			MPFA PSIG G 056 FY 2017		8,453.19	209,737.24
Deposit	02/25/2020			MPFA PSIG G 056 FY 2017		97,043.72	306,780.96
Total 4865 · PSIG G 056 Grant					0.00	306,780.96	306,780.96
4917 · Int Inc - City Infrastructr Fd							
General Jou...	01/31/2020	interest		Interest Income		992.68	992.68
General Jou...	02/29/2020	interest		Interest Income		943.07	1,935.75
Total 4917 · Int Inc - City Infrastructr Fd					0.00	1,935.75	1,935.75
8800 · DNR Flood Imp Expense							
8891 · DNR Flood Imp - Prop Purch/Exp							
Bill	02/29/2020	022920	Xcel Energy {EFT} (51-0895 3451)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 96987678 Premises #302409557	20.90		(20.90)
Total 8891 · DNR Flood Imp - Prop Purch/Exp					20.90	0.00	(20.90)
8899 · Village Improvements							
Bill	02/29/2020	1	WSB (City Engineer)	Downtown Project	1,238.00		(1,238.00)
Total 8899 · Village Improvements					1,238.00	0.00	(1,238.00)
8901 · Septic Construction							
General Jou...	01/01/2020	Sewer Retng	805 City InfraStructure Imp Fd:B. Exp:8901 Se...	Reverse Geislinger - 12/31/19 Retainage on Sanitary Sewer (Pay Voucher #22)		117,487.15	117,487.15
Total 8901 · Septic Construction					0.00	117,487.15	117,487.15
Total 8800 · DNR Flood Imp Expense					1,258.90	117,487.15	116,228.25
TOTAL					1,258.90	523,105.96	521,847.06

M2

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

	Jan - Dec 15	Jan - Dec 16	Jan - Dec 17	Jan - Dec 18	Jan - Dec 19	Jan - Feb 20	TOTAL
806 PFA Loan Debt Serv							
4879 Sanitary Sewr Spec Assessments	0.00	0.00	102,054.25	295,940.95	157,862.04	12,035.59	567,892.83
4899 Levy PFA Loan Debt Serv	8,000.00	70,000.00	70,000.00	27,000.00	70,000.00	0.00	245,000.00
4925 PFA Loan Debt Serv Interest	0.00	0.00	0.00	19.31	5,818.38	713.78	6,551.47
7743 2017 Storm Wtr PFA Issue Exp	0.00	0.00	(8,000.00)	0.00	0.00	0.00	(8,000.00)
7744 2017 L054 Storm Wtr PFA Int Exp	0.00	0.00	0.00	(7,052.13)	(9,454.49)	(4,567.62)	(21,074.24)
7745 2017 L055 Sanitary Sewer PFA Int Exp	0.00	0.00	0.00	(11,738.68)	(11,970.77)	(5,897.96)	(29,607.41)
7746 2017 Sanitary Sewer PFA Issue Exp	0.00	0.00	(8,060.93)	0.00	(850.00)	0.00	(8,910.93)
7749 Dwtwn Imp - Special Assess Exp	0.00	0.00	(105,179.00)	(54,594.60)	(107,298.25)	(17,421.40)	(284,493.25)
7754 2017 L054 Storm Wtr PFA Principal	0.00	0.00	0.00	(24,815.00)	(52,000.00)	0.00	(76,815.00)
7755 2017 L055 Sanitary Sewer PFA Principl	0.00	0.00	0.00	(28,959.00)	(59,000.00)	0.00	(87,959.00)
Total 806 PFA Loan Debt Serv	8,000.00	70,000.00	50,814.32	195,800.85	(6,893.09)	(15,137.61)	302,584.47
807 Downtwn Tmp Imp Debt Service							
4898 Levy Dwtwn Imp 2017A Tmp Imp Bd	0.00	28,000.00	28,000.00	73,000.00	37,000.00	0.00	166,000.00
4926 Tmp Imp Bd Debt Serv Interest	0.00	0.00	0.00	1.51	751.10	98.06	850.67
6854 Trf fr Genl re Tmp Bond Debt	0.00	0.00	0.00	15,000.00	0.00	0.00	15,000.00
7724 2017A Dwtwn Imp Bd Admin Exp	0.00	0.00	0.00	(2,332.00)	(2,906.00)	0.00	(5,238.00)
7737 Int Exp 2015A Dwtwn Tmp Imp Bd	(19,948.45)	(28,162.50)	(7,040.61)	0.00	0.00	0.00	(55,151.56)
7739 Int Exp 2017A Dwtwn Tmp Imp Bd	0.00	0.00	(16,027.00)	(30,690.00)	(30,690.00)	0.00	(77,407.00)
Total 807 Downtwn Tmp Imp Debt Service	(19,948.45)	(162.50)	4,932.39	54,979.51	4,155.10	98.06	44,054.11
TOTAL	(11,948.45)	69,837.50	55,746.71	250,780.36	(2,737.99)	(15,039.55)	346,638.58

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

	Jan - Dec 15	Jan - Dec 16	Jan - Dec 17	Jan - Dec 18	Jan - Dec 19	Jan - Feb 20	TOTAL
725 2014A Road Debt Serv Fd							
4715 2014A Road Bond Proceeds	2,950,000.00	0.00	0.00	0.00	0.00	0.00	2,950,000.00
4725 2014A Debt Serv Levy - Road Bond	310,000.00	260,000.00	260,000.00	170,000.00	275,000.00	0.00	1,275,000.00
4916 Interest Inc - Road Debt Serv	98.88	512.99	2,488.98	7,168.93	3,094.64	336.68	13,701.10
7715 2014A Road Bond Principal	0.00	(140,000.00)	(165,000.00)	(180,000.00)	(195,000.00)	(210,000.00)	(890,000.00)
7725 Interest Expense - 2005A Road Bonds	(10,852.71)	0.00	0.00	0.00	0.00	0.00	(10,852.71)
7726 2005A Bond Admin Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7735 2014A Refund Bds Int Exp	(62,625.83)	(99,000.00)	(94,425.00)	(89,250.00)	(83,625.00)	(40,350.00)	(469,275.83)
7736 2014A Refund Bd Admin Exp	234,040.24	(1,900.00)	0.00	(1,882.00)	(4,316.00)	(500.00)	225,442.24
Total 725 2014A Road Debt Serv Fd	3,420,660.58	19,612.99	3,063.98	(93,963.07)	(4,846.36)	(250,513.32)	3,094,014.80
726 2017B Road Debt Serv Fd							
4726 2017B Debt Serv Levy - Road Bond	0.00	0.00	0.00	480,000.00	390,000.00	0.00	870,000.00
4923 2017B Road Debt Interest	0.00	0.00	0.00	58.09	2,346.95	260.71	2,665.75
7716 2017B Road Bond Principal	0.00	0.00	0.00	0.00	(320,000.00)	(325,000.00)	(645,000.00)
7742 2017B Int Exp \$3.5MM Road Bond	0.00	0.00	0.00	(88,734.94)	(70,575.00)	(33,687.50)	(192,997.44)
7747 2017B \$3.5MM Road Bd Admin Exp	0.00	0.00	0.00	(1,936.00)	(1,218.00)	0.00	(3,154.00)
Total 726 2017B Road Debt Serv Fd	0.00	0.00	0.00	389,387.15	553.95	(358,426.79)	31,514.31
TOTAL	3,420,660.58	19,612.99	3,063.98	295,424.08	(4,292.41)	(608,940.11)	3,125,529.11

03/11/20

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

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

03/11/20

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

Type	Date	Num	Source Name	Memo	Amount
5830 · Snow & Ice Control					
Gene...	01/01/2020	SnowIce	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B...	Reverse 2019 Accrual: Snow Ice: 157.59 tons of Sand & Salt for Dec 2019	8,582.35
Bill	01/31/2020	747	Tri-County Services (Snow Ice)	Snow & Ice Control 1/2/20 thru 1/29/20 199.25 hrs @ \$95	(18,928.75)
Gene...	01/31/2020	PrepaidSalt		Prepaid Salt: 96% of Total \$12,385. Only 4 out of 100 Tons used thru 12/31/19	(11,889.60)
Bill	02/29/2020	753	Tri-County Services (Snow Ice)	Snow & Ice Control 2/6/20 thru 2/19/20 143.0 hrs @ \$95	(13,585.00)
Bill	02/29/2020	171160	Wash Cty (Rd & Bridge)(Trans & Phys Dev)	sand and salt Dec 2019	(5,250.18)
Total 5830 · Snow & Ice Control					(41,071.18)
5845 · Brush/Tree/Sod/Seed					
Bill	02/29/2020	754	Tri-County Services (Streets, Other)	Vac with steamer cleaning culvert river road	(375.00)
Total 5845 · Brush/Tree/Sod/Seed					(375.00)
5850 · Street Lighting					
Bill	01/31/2020	013120	Xcel Energy {EFT} (51-6223 9212)	Street Lighting Service	(50.28)
Bill	01/31/2020	013120	Xcel Energy {EFT} (51-11957 7713)	Acct No. 51-0011957771-3 : 3293 SAINT CROIX TRL S. Meter 7626901 Premises 304699626 Street Li...	(68.53)
Bill	02/29/2020	022920	Xcel Energy {EFT} (51-6223 9212)	Street Lighting Service	(59.29)
Bill	02/29/2020	022920	Xcel Energy {EFT} (51-11957 7713)	Acct No. 51-0011957771-3 : 3293 SAINT CROIX TRL S. Meter 7626901 Premises 304699626 Street Li...	(133.78)
Total 5850 · Street Lighting					(311.88)
5860 · Signs & Signals					
Bill	02/29/2020	41432	Advantage Signs & Graphics, Inc.	signage	(101.55)
Bill	02/29/2020	41322	Advantage Signs & Graphics, Inc.	signage	(520.91)
Total 5860 · Signs & Signals					(622.46)
5870 · Other Road Maintenance					
Bill	01/30/2020	0000165	Gopher State One Call	2020 Annual Facility Operator Fee	(50.00)
Bill	01/31/2020	0010164	Gopher State One Call	CAfton01 FTP Tickets	(4.05)
Bill	02/29/2020	20164	Gopher State One Call	CAfton01 FTP Tickets	(4.05)
Total 5870 · Other Road Maintenance					(58.10)
5920 · Repair & Maint Equipment					
Bill	01/30/2020	p49793	Frontier Ag & Turf (Hastings)	Parts	(86.77)
Bill	02/29/2020	w77033	Frontier Ag & Turf (New Richmond)	Snowblower 54 in	(288.72)
Total 5920 · Repair & Maint Equipment					(375.49)
TOTAL					(42,814.11)

City of Afton
Customer Receipts and Other Deposits - Sorted by Account
 January through February 2020

Type	Date	Num	Name	Memo	Class	Debit	Credit
100 - 4M 101/USB 2934 - General Fund							
Deposit	01/13/2020			Deposit		38,388.85	
Deposit	01/14/2020			Deposit		10,852.23	
Deposit	01/27/2020			Pub Facilities Authority		256,410.38	
Deposit	01/27/2020			Deposit		22,693.21	
Deposit	02/11/2020			Deposit		1,747.22	
Deposit	02/14/2020			Fines&Fees		884.89	
Deposit	02/23/2020			Deposit		150,268.36	
Deposit	02/25/2020			Deposit		22,459.14	
Deposit	02/25/2020			Pub Facilities Authority		147,272.68	
Deposit	02/26/2020			Deposit		1,035.00	
Total 100 - 4M 101/USB 2934 - General Fund						652,011.96	0.00
2001 - Permit Escrow & Fees							
Payment	01/13/2020	20693	Brooks, Ken & Heidi Z20-01 14186 Val Crk	Variance Escrow: Brooks, Ken & Heidi Z20-01 14186 Val Crk			600.00
Payment	01/13/2020	20693	Brooks, Ken & Heidi Z20-01 14186 Val Crk	Pynt of Variance Fee: Brooks, Ken & Heidi Z20-01 14186 Val Crk			250.00
Payment	01/13/2020	4194	Buck, Lisa Z20-02 15740 Upper 34th St S	Variance Escrow: Buck, Lisa Z20-02 15740 Upper 34th St S			600.00
Payment	01/13/2020	4194	Buck, Lisa Z20-02 15740 Upper 34th St S	Pynt of Variance Fee: Buck, Lisa Z20-02 15740 Upper 34th St S			250.00
Payment	02/04/2020	5030	McIntyre, Scott Z20-03 14186 15th St Ct S	Driveway Escrow: McIntyre, Scott Z20-03 14186 15th St Ct S			1,500.00
Payment	02/04/2020	5030	McIntyre, Scott Z20-03 14186 15th St Ct S	Pynt of Driveway Insp Fee: McIntyre, Scott Z20-03 14186 15th St Ct S			250.00
Payment	02/04/2020	1841	Belwin Subdivision Z19-43 947 Indian Trl	Pynt of Simple Subdiv Fee: Belwin Subdivision Z19-43 947 Indian Trl			250.00
Payment	02/04/2020	6702	Belwin Z20-06 Veg Cutting 1553 Stagecoach	Veg Cutting Escrow: Belwin Z20-06 Veg Cutting 1553 Stagecoach			200.00
Payment	02/25/2020	195617	Five Oaks Fam Farm Z20-04 120 Stagecoach	Minor Subdiv Escrow: Five Oaks Fam Farm Z20-04 120 Stagecoach			1,500.00
Payment	02/25/2020	195616	Five Oaks Fam Farm Z20-04 120 Stagecoach	Pynt of Minor Subdiv Fee: Five Oaks Fam Farm Z20-04 120 Stageco...			250.00
Payment	02/25/2020	195615	Five Oaks Fam Farm Z20-05 120 Stagecoach	Variance Escrow: Five Oaks Fam Farm Z20-05 120 Stagecoach			600.00
Payment	02/25/2020	195614	Five Oaks Fam Farm Z20-05 120 Stagecoach	Pynt of Variance Fee: Five Oaks Fam Farm Z20-05 120 Stagecoach			250.00
Total 2001 - Permit Escrow & Fees						0.00	6,500.00
1100 - Taxes and Other Receivables							
1170 - Taxes Receivable fr County							
Deposit	01/27/2020	491488	Wash Cty (Prop Records & Taxpayer Serv)	Tax Settlement 1/27/20 (Nov & Dec 2019 Collections)			22,693.21
Total 1170 - Taxes Receivable fr County						0.00	22,693.21
1180 - Fees, Permits & Lic Receivable							
Deposit	01/14/2020		St of MN (Fines and Fees)	December 2019 Fines and Fees (Accrued 12/31/19)			628.23
Total 1180 - Fees, Permits & Lic Receivable						0.00	628.23
1190 - Other Receivables							
Deposit	01/14/2020		St of MN (Fines and Fees)	Reimb re 3M Working Group: City Engineer Full Year 2019			10,224.00
Deposit	02/23/2020	1577626	Centerpoint Energy	CP Energy: 4th Qtr City of Chaska Utility Franchise Fee sent to Afton ...			114,453.37
Total 1190 - Other Receivables						0.00	124,677.37
Total 1100 - Taxes and Other Receivables						0.00	147,998.81

City of Afton
Customer Receipts and Other Deposits - Sorted by Account
 January through February 2020

Type	Date	Num	Name	Memo	Class	Debit	Credit
2120 - Building Surcharges Payable							
2121 - Afton Bldg Surcharges Payable							
Sales Rece...	01/13/2020	B19-237	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:Lueth, Brian & Betsy 3212 Neal		45.00
Sales Rece...	01/13/2020	B19-232	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:Afton Marina & Yacht Club		60.00
Sales Rece...	01/13/2020	B19-233	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:Marthaler, Jason 13182 50th St		307.50
Sales Rece...	01/13/2020	B19-236	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:King, Mike 12845 4th St S		1.00
Sales Rece...	01/13/2020	B19-235	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:Stenger, Eddie 15326 11th St S		10.00
Sales Rece...	01/13/2020	B19-234	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:Stenger, Eddie 15326 11th St S		1.00
Sales Rece...	01/13/2020	B20-01	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:Lang Builders 1028 Indian Tri P		1.00
Sales Rece...	01/13/2020	B20-02	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:Turcotte Lmt Part 12720 Hudson		555.00
Sales Rece...	01/13/2020	B20-03	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:Scotfield, Kirk 15370 Afton Blvd		9.00
Sales Rece...	02/04/2020	B20-07	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:Wiechmann, Chris & Amy 2673 Mea		135.00
Sales Rece...	02/04/2020	B20-04	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:Olson, Tim & Shelby 14649 32nd		10.00
Sales Rece...	02/04/2020	B20-09	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:Coffin, Sandy 14501 41st St S		1.00
Sales Rece...	02/04/2020	B20-10	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:Henle, John & Belinda 927 Manni		1.00
Sales Rece...	02/04/2020	B20-11	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:Bolton-Iverson, Kathy 3602 St C		10.00
Sales Rece...	02/04/2020	B20-08	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:BJ Transport 12720 Hudson Rd S		24.00
Sales Rece...	02/04/2020	B20-06	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:Kretzman, Wade 13853 50th St S		1.00
Sales Rece...	02/04/2020	B20-05	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:Lang Builders 1028 Indian Tri P		1.00
Sales Rece...	02/25/2020	B20-15	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:Nelson, Kimberlee 16200 45th St		180.00
Sales Rece...	02/25/2020	B20-16	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:Schwarz, Meredith 1296 Indian T		8.00
Sales Rece...	02/25/2020	B20-17	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:BJ Transport 12720 Hudson Rd S		17.00
Sales Rece...	02/25/2020	B20-14	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:Lueth, Brian & Betsy 3212 Neal		1.00
Sales Rece...	02/25/2020	B20-19	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:Armstrong, Craig 3085 St Crx Tr		1.00
Sales Rece...	02/25/2020	B20-12	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:Gordon James Const 14649 32nd S		1.00
Sales Rece...	02/25/2020	B20-13	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:Gordon James Const 14649 32nd S		1.00
Sales Rece...	02/25/2020	B20-18	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:Bolton-Iverson, Kathy 3602 St C		1.00
Total 2121 - Afton Bldg Surcharges Payable						0.00	1,382.50
Total 2120 - Building Surcharges Payable						0.00	1,382.50
4023 - Fees Sanitary Sewer Oper							
Deposit	01/13/2020	995003	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Shosten			50.00
Deposit	01/13/2020	5702	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Mulle			100.00
Deposit	01/13/2020	5192	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Holz			35.00
Deposit	01/13/2020	6662	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Palmquist			50.00
Deposit	01/13/2020	18392	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Larson			50.00
Deposit	01/13/2020	6788	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Gasser			35.00
Deposit	01/13/2020	5241	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Raedeke			35.00
Deposit	01/13/2020	5491	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Feehan Schmidt			250.00
Deposit	01/13/2020	6051	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Anderson			150.00
Deposit	01/13/2020	5011	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Lutz			50.00
Deposit	01/13/2020	1400	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Lone Star			200.00
Deposit	01/13/2020	44966	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Afton St Croix			1,750.00
Deposit	02/23/2020	99501	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Shosten			50.00
Deposit	02/23/2020	5494	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Feehan-Schmidt			250.00
Deposit	02/23/2020	6666	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Palmquist			50.00
Deposit	02/23/2020	6795	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Gasser			35.00
Deposit	02/23/2020	5247	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Raedeke and Loomis			35.00
Deposit	02/23/2020	45018	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Afton St Croix			1,750.00
Deposit	02/23/2020	12176	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Schneider			140.00
Deposit	02/23/2020	3652	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Butler			100.00
Deposit	02/23/2020	5197	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Biagini			100.00
Deposit	02/23/2020	995139	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Thompson and Benike			50.00
Deposit	02/23/2020	14095	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Bulger			35.00
Deposit	02/23/2020	1162	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Langstraat			35.00
Deposit	02/23/2020	2177	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Durkopp			35.00
Deposit	02/23/2020	1155	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Lone Star			200.00
Deposit	02/23/2020	3564	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Nickerson			900.00
Deposit	02/23/2020	5012	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Lutz			50.00
Deposit	02/23/2020	1431139	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Cooper			35.00
Deposit	02/23/2020	1237236	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Memorial Lutheran			50.00
Deposit	02/23/2020	5709	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Mulle			100.00
Deposit	02/23/2020	18370	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Larson			50.00
Deposit	02/25/2020	1159	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Lone Star			200.00

City of Afton
Customer Receipts and Other Deposits - Sorted by Account
 January through February 2020

Type	Date	Num	Name	Memo	Class	Debit	Credit
Deposit	02/25/2020	45072	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Afton St Croix			1,750.00
Deposit	02/25/2020	2680	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Mucciacciaro			600.00
Deposit	02/25/2020	10458	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Weed			600.00
Deposit	02/25/2020	14122	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Bulger			35.00
Deposit	02/25/2020	2184	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Durkopp			35.00
Deposit	02/25/2020	995140	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Thompson			50.00
Deposit	02/25/2020	5203	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Holz			35.00
Deposit	02/25/2020	5013	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Lutz			50.00
Deposit	02/25/2020	1172	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Langstruat			35.00
Deposit	02/25/2020	4515	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Brasel			100.00
Deposit	02/25/2020	5319617	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Cooper			35.00
Deposit	02/25/2020	995012	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Shosten			50.00
Deposit	02/25/2020	4987942	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Memorial Lutheran			50.00
Deposit	02/26/2020	5257	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Raedeke and Loomis			35.00
Total 4023 · Fees Sanitary Sewer Oper						0.00	10,465.00
4216 · Rent City Garage - Stagecoach							
Deposit	02/26/2020	12344	100 Gen'l Fd.A. Rev:A03 Charges for Svcs:4216 Rent City Gara...	Twin City Erosion Control: City Garage Stall Sep to Dec 2019 \$250/mo			1,000.00
Total 4216 · Rent City Garage - Stagecoach						0.00	1,000.00
4300 · County Fines & Fees							
Deposit	02/14/2020	ACH	100 Gen'l Fd.A. Rev:A04 Fines & Forfeitures:4300 Cty Fines &...	MN Dept of Finance: Wash Cty Fines and Fees Jan20			884.89
Total 4300 · County Fines & Fees						0.00	884.89
4400 · Afton Bldg Inspection Fees							
Sales Rece...	01/13/2020	B19-237	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Lueth, Brian & Betsy 3212 Neal		1,485.00
Sales Rece...	01/13/2020	B19-232	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Afton Marina & Yacht Club		1,980.00
Sales Rece...	01/13/2020	B19-233	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Marthaler, Jason 13182 50th St		10,147.50
Sales Rece...	01/13/2020	B19-236	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:King, Mike 12845 4th St S		109.00
Sales Rece...	01/13/2020	B19-235	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Stenger, Eddie 15326 11th St S		330.00
Sales Rece...	01/13/2020	B19-234	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Stenger, Eddie 15326 11th St S		109.00
Sales Rece...	01/13/2020	B20-01	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Lang Builders 1028 Indian Trl P		109.00
Sales Rece...	01/13/2020	B20-02	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Turcotte Lint Pari 12720 Hudson		18,315.00
Sales Rece...	01/13/2020	B20-03	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Scofield, Kirk 15370 Afton Blvd		297.00
Sales Rece...	02/04/2020	B20-07	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Wiechmann, Chris & Amy 2673 Mea		4,455.00
Sales Rece...	02/04/2020	B20-04	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Olsen, Tim & Shelby 14649 32nd		330.00
Sales Rece...	02/04/2020	B20-09	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Coffin, Sandy 14501 41st St S		54.00
Sales Rece...	02/04/2020	B20-10	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Henle, John & Belinda 927 Manni		109.00
Sales Rece...	02/04/2020	B20-11	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Bolton-Iverson, Kathy 3602 St C		330.00
Sales Rece...	02/04/2020	B20-08	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:BJ Transport 12720 Hudson Rd S		792.00
Sales Rece...	02/04/2020	B20-06	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Kretman, Wade 13853 50th St S		109.00
Sales Rece...	02/04/2020	B20-05	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Lang Builders 1028 Indian Trl P		109.00
Sales Rece...	02/25/2020	B20-15	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Nelson, Kimberlee 16200 45th St		5,940.00
Sales Rece...	02/25/2020	B20-16	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Schwarz, Meredith 1296 Indian T		264.00
Sales Rece...	02/25/2020	B20-17	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:BJ Transport 12720 Hudson Rd S		561.00
Sales Rece...	02/25/2020	B20-14	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Lueth, Brian & Betsy 3212 Neal		109.00
Sales Rece...	02/25/2020	B20-19	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Armstrong, Craig 3085 St Cx Tr		109.00
Sales Rece...	02/25/2020	B20-12	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Gordon James Const 14649 32nd S		109.00
Sales Rece...	02/25/2020	B20-13	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Gordon James Const 14649 32nd S		109.00
Sales Rece...	02/25/2020	B20-18	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Bolton-Iverson, Kathy 3602 St C		109.00
Total 4400 · Afton Bldg Inspection Fees						0.00	46,479.50
4401 · Bldg & Eng'g Inspection Fee							
Deposit	02/25/2020	6020	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4401 Bldg & En...	Plumbing Permit (No Number): MH Plumbing Contractor Brian & Bet...			110.00
Total 4401 · Bldg & Eng'g Inspection Fee						0.00	110.00
4410 · Liquor License Fees							
Deposit	02/23/2020	44916	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4410 Liquor Lice...	Afton House: Liquor License \$150 Off Sale, \$1,400 On sale, \$200 Su...			1,750.00
Deposit	02/23/2020	1969	100 Gen'l Fd.A. Rev:A05 Lic, Fees & Permits:4410 Liquor Lice...	Lumberyard Pub: Liquor License \$150 Off Sale, \$1,400 On sale, \$200...			1,750.00
Total 4410 · Liquor License Fees						0.00	3,500.00

City of Afton
Customer Receipts and Other Deposits - Sorted by Account
 January through February 2020

Type	Date	Num	Name	Memo	Class	Debit	Credit
4415 - Other License Fees							
Deposit	02/23/2020	188316	100 Gen'l Fd:A. Rev:A05 Lic, Fees & Permits:4415 Other Lice...	SavATree: Comml Lawn Fertilizer Applicator license thru 11/30/20			200.00
Total 4415 - Other License Fees						0.00	200.00
4437 - Utility Franchise Fees							
Deposit	02/23/2020	1577654	100 Gen'l Fd:A. Rev:A05 Lic, Fees & Permits:4437 Utility Fran...	CP Energy: 4th Quarter 2019 Franchise Fee			6,983.40
Deposit	02/25/2020	1001025121	100 Gen'l Fd:A. Rev:A05 Lic, Fees & Permits:4437 Utility Fran...	Xcel Energy: 4th Qtr 2019 Utility Franchise Fees			8,604.14
Total 4437 - Utility Franchise Fees						0.00	15,587.54
4601 - Insurance Dividends							
Deposit	02/23/2020	178188	100 Gen'l Fd:A. Rev:A07 Miscellaneous Revenue:4601 Insuran...	LMCIT: 2019 Prop Casualty Ins Dividend			375.00
Total 4601 - Insurance Dividends						0.00	375.00
4862 - CWRFL 054 Loan Proceeds							
Deposit	01/27/2020	5818636	805 City InfraStructure Imp Fd:A. Rev:4862 CWRFL 054 Ln ...	MPFA CWRFL 054 FY 2017 22			22,566.09
Deposit	02/25/2020		805 City InfraStructure Imp Fd:A. Rev:4862 CWRFL 054 Ln ...	MPFA CWRFL 054 FY 2017 23			41,775.77
Total 4862 - CWRFL 054 Loan Proceeds						0.00	64,341.86
4864 - CWRFL 055 Loan Proceeds							
Deposit	01/27/2020	5818636	805 City InfraStructure Imp Fd:A. Rev:4864 CWRFL 055 Ln ...	MPFA CWRFL 055 FY 2017 11			32,560.24
Total 4864 - CWRFL 055 Loan Proceeds						0.00	32,560.24
4865 - PSIG G 056 Grant							
Deposit	01/27/2020	5818636	805 City InfraStructure Imp Fd:A. Rev:4865 PSIG G 056 Sanit...	MPFA PSIG G 056 FY 2017 18			95,456.84
Deposit	01/27/2020	5818636	805 City InfraStructure Imp Fd:A. Rev:4865 PSIG G 056 Sanit...	MPFA PSIG G 056 FY 2017 18			105,827.21
Deposit	02/25/2020		805 City InfraStructure Imp Fd:A. Rev:4865 PSIG G 056 Sanit...	MPFA PSIG G 056 FY 2017			8,453.19
Deposit	02/25/2020		805 City InfraStructure Imp Fd:A. Rev:4865 PSIG G 056 Sanit...	MPFA PSIG G 056 FY 2017			97,043.72
Total 4865 - PSIG G 056 Grant						0.00	306,780.96
4879 - Downtown Special Assessments							
Deposit	02/23/2020	2507505573	806 PFA Loan Debt Serv:4879 Sanitary Sewr Spec Assessments	MAGK ONE LLC: 3185 St Croix Trl S 22.028.20.11.0006			12,035.59
Total 4879 - Downtown Special Assessments						0.00	12,035.59
6046 - City Garage - 3033 Sheriff & PW							
Deposit	02/11/2020	492398	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6046 Garage Exp - She...	Wash Cty Sheriff: Reimb for 2019 Comcast Invoices (Full Year) for P...			1,747.22
Total 6046 - City Garage - 3033 Sheriff & PW						0.00	1,747.22
6136 - Park Utilities							
Deposit	01/13/2020	296806	100 Gen'l Fd:B. Exp:B05 Parks & Recreation:6136 Park Utilities	Culligan: Water Refund			62.85
Total 6136 - Park Utilities						0.00	62.85
TOTAL						652,011.96	652,011.96

R4

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

Date	Num	Valuation/Memo	Class	Class	Amount
Jan 20					
01/01/2020	BldgFees				(14,160.50)
01/13/2020	B19-237	\$65,000	bldg	Afton Bldg Insp Fees:Lueth, Brian & Betsy 3212 Neal	1,485.00
01/13/2020	B19-232	\$119,600	bldg	Afton Bldg Insp Fees:Afton Marina & Yacht Club	1,980.00
01/13/2020	B19-233	\$615,000	bldg SFD	Afton Bldg Insp Fees:Marthaler, Jason 13182 50th St	10,147.50
01/13/2020	B19-236	\$10,144	bldg	Afton Bldg Insp Fees:King, Mike 12845 4th St S	109.00
01/13/2020	B19-235	\$19,000	bldg	Afton Bldg Insp Fees:Stenger, Eddie 15326 11th St S	330.00
01/13/2020	B19-234	\$6,000	plumb	Afton Bldg Insp Fees:Stenger, Eddie 15326 11th St S	109.00
01/13/2020	B20-01	\$3,431	mech	Afton Bldg Insp Fees:Lang Builders 1028 Indian Trl P	109.00
01/13/2020	B20-02	\$1,110,000	bldg SFD	Afton Bldg Insp Fees:Turcotte Lmt Part 12720 Hudson	18,315.00
01/13/2020	B20-03	uncertain	bldg	Afton Bldg Insp Fees:Scofield, Kirk 15370 Afton Blvd	297.00
					18,721.00
Jan 20					
					18,721.00
Feb 20					
02/04/2020	B20-07	\$270,000	bldg remodel, new sunroom	Afton Bldg Insp Fees:Wiechmann, Chris & Amy 2673 Mea	4,455.00
02/04/2020	B20-04	\$22,000	plumb	Afton Bldg Insp Fees:Olsen, Tim & Shelby 14649 32nd	330.00
02/04/2020	B20-09	\$1,700	plumb	Afton Bldg Insp Fees:Coffin, Sandy 14501 41st St S	54.00
02/04/2020	B20-10	\$4,719	mech	Afton Bldg Insp Fees:Henle, John & Belinda 927 Manni	109.00
02/04/2020	B20-11	\$19,721	mech	Afton Bldg Insp Fees:Bolton-Iverson, Kathy 3602 St C	330.00
02/04/2020	B20-08	\$48,500	mech	Afton Bldg Insp Fees:BJ Transport 12720 Hudson Rd S	792.00
02/04/2020	B20-06	\$3,475	mech	Afton Bldg Insp Fees:Kretman, Wade 13853 50th St S	109.00
02/04/2020	B20-05	\$9,300	mech	Afton Bldg Insp Fees:Lang Builders 1028 Indian Trl P	109.00
02/25/2020	B20-15	\$360,000	bldg horse barn, storage	Afton Bldg Insp Fees:Nelson, Kimberlee 16200 45th St	5,940.00
02/25/2020	B20-16	\$16,316	bldg	Afton Bldg Insp Fees:Schwarz, Meredith 1296 Indian T	264.00
02/25/2020	B20-17	\$33,800	mech	Afton Bldg Insp Fees:BJ Transport 12720 Hudson Rd S	561.00
02/25/2020	B20-14	\$12,000	mech	Afton Bldg Insp Fees:Lueth, Brian & Betsy 3212 Neal	109.00
02/25/2020	B20-19	\$4,458	mech	Afton Bldg Insp Fees:Armstrong, Craig 3085 St Crx Tr	109.00
02/25/2020	B20-12	\$9,789	mech	Afton Bldg Insp Fees:Gordon James Const 14649 32nd S	109.00
02/25/2020	B20-13	\$3,575	mech	Afton Bldg Insp Fees:Gordon James Const 14649 32nd S	109.00
02/25/2020	B20-18	\$8,000	plumb	Afton Bldg Insp Fees:Bolton-Iverson, Kathy 3602 St C	109.00
					13,598.00
TOTAL					32,319.00

City of Afton
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<u>Checks Numbered</u>			
From	To	Description	To Be Approved
23718	23719	Employee Benefits + One Applicant Refund	\$1,484.28
23720		Centerpoint Energy: Return 4th Qtr 2019 Franchise for another City sent to Afton in error	\$114,453.37
23721	23733	Election Expenses: 2020 Presidential Primary (to be reimbursed by State)	\$1,892.17
23734	23749	Routine Vendor Bills	\$5,151.45
23750	23763	Significant Vendor Bills by Size or Nature	\$63,318.18
202003001	202003010	EFT/Direct Deposit: 2/29/20 Videographer + Staff Payroll + Exp Reimb + PERA & Payroll Taxes	\$10,504.03
202003011	202003030	EFT: Phone, Postage, Copier Lease, Utility Bills	\$3,849.98
202003031	202003047	EFT/Dir Dep: 3/15/20 Staff & Council Pay/Exp + Employee Exp Reimb + PERA & Payroll Taxes	\$11,832.45
202003048		EFT: US Bank City Credit Card	\$400.97
Claims to be approved at 3/17/20 meeting			<u>\$212,886.88</u>



Submitted by Thomas H. Niedzwiecki, Accountant
 File: Afton 2020 Claim Summary.xlsm Worksheet: Feb20 3/11/2020

City of Afton
Claims to be Approved
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Type	Date	Num	Name	Memo	Account	Original Amount
Liability Che...	02/27/2020	23718	Madison National Life	103815000000000	100 · 4M 101/USB 2934 - General Fund	(191.78)
				103815000000000	2325 · Madison Life ST & LT Disability	144.68
				103815000000000	2325 · Madison Life ST & LT Disability	47.10
TOTAL						191.78
Check	02/29/2020	23719	Koziar, Scott Z19-24 12775 40th St	Refund Z19-24 Driveway Escrow Net of Expenses	100 · 4M 101/USB 2934 - General Fund	(1,292.50)
			Koziar, Scott Z19-24 12775 40th St	Refund Z19-24 Driveway Escrow Net of Expenses	2001 · Permit Escrow & Fees	1,292.50
TOTAL						1,292.50
Bill Pmt -Ch...	03/12/2020	23720	Centerpoint Energy	Return Ck#1577626 sent to Afton in error	100 · 4M 101/USB 2934 - General Fund	(114,453.37)
Bill	02/29/2020	Return \$114,4...		Return Ck#1577626 sent to Afton in error:4th Qtr Franchise Fees for City of...	1190 · Other Receivables	114,453.37
TOTAL						114,453.37
Bill Pmt -Ch...	03/12/2020	23721	Arco Laurie (reimburse expenses)	reimburse expenses	100 · 4M 101/USB 2934 - General Fund	(40.00)
Bill	03/03/2020	PNP 332020	550 Special Activities Fd - General:N. Elections:6347 Election Expense	40 Homemade cinnamon rolls for election judges	6347 · Elections Expense	40.00
TOTAL						40.00
Bill Pmt -Ch...	03/12/2020	23722	Hudson Bagel & Coffee Co.		100 · 4M 101/USB 2934 - General Fund	(249.50)
Bill	03/03/2020	1034	550 Special Activities Fd - General:N. Elections:6347 Election Expense	Food for Election Judges	6347 · Elections Expense	249.50
TOTAL						249.50
Bill Pmt -Ch...	03/12/2020	23723	Jason Lee Johnson	1099 Vendor \$18.00 per Hour	100 · 4M 101/USB 2934 - General Fund	(90.00)
Bill	03/03/2020	2020Primary E...	550 Special Activities Fd - General:N. Elections:6347 Election Expense	Setup/tear down 3/3/20 Primary Election 5.0 hours @ \$18	6347 · Elections Expense	90.00
TOTAL						90.00
Paycheck	03/12/2020	23724	Arco, Laurie		100 · 4M 101/USB 2934 - General Fund	(375.67)
			550 Special Activities Fd - General:N. Elections:6347 Election Expense		6347 · Elections Expense	346.50
			550 Special Activities Fd - General:N. Elections:6347 Election Expense		6347 · Elections Expense	29.17
TOTAL						375.67
Paycheck	03/12/2020	23725	Reyers, Bonnie		100 · 4M 101/USB 2934 - General Fund	(322.00)
			550 Special Activities Fd - General:N. Elections:6347 Election Expense		6347 · Elections Expense	322.00
TOTAL						322.00
Paycheck	03/12/2020	23726	Bonine, Pamela A		100 · 4M 101/USB 2934 - General Fund	(92.50)
			550 Special Activities Fd - General:N. Elections:6347 Election Expense		6347 · Elections Expense	92.50
TOTAL						92.50
Paycheck	03/12/2020	23727	Gipple, Nancy		100 · 4M 101/USB 2934 - General Fund	(92.50)

City of Afton
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Type	Date	Num	Name	Memo	Account	Original Amount
			550 Special Activities Fd - General:N. Elections:6347 Election Expense		6347 - Elections Expense	92.50
TOTAL						92.50
Paycheck	03/12/2020	23728	Haland, Noelle		100 - 4M 101/USB 2934 - General Fund	(92.50)
			550 Special Activities Fd - General:N. Elections:6347 Election Expense		6347 - Elections Expense	92.50
TOTAL						92.50
Paycheck	03/12/2020	23729	Hedberg, Kirk G		100 - 4M 101/USB 2934 - General Fund	(90.00)
			550 Special Activities Fd - General:N. Elections:6347 Election Expense		6347 - Elections Expense	90.00
TOTAL						90.00
Paycheck	03/12/2020	23730	Jahne, Roxane		100 - 4M 101/USB 2934 - General Fund	(92.50)
			550 Special Activities Fd - General:N. Elections:6347 Election Expense		6347 - Elections Expense	92.50
TOTAL						92.50
Paycheck	03/12/2020	23731	Kopitzke, Karen A		100 - 4M 101/USB 2934 - General Fund	(172.50)
			550 Special Activities Fd - General:N. Elections:6347 Election Expense		6347 - Elections Expense	172.50
TOTAL						172.50
Paycheck	03/12/2020	23732	Peterson, Cynthia		100 - 4M 101/USB 2934 - General Fund	(90.00)
			550 Special Activities Fd - General:N. Elections:6347 Election Expense		6347 - Elections Expense	90.00
TOTAL						90.00
Paycheck	03/12/2020	23733	Ronningen, Barbara		100 - 4M 101/USB 2934 - General Fund	(92.50)
			550 Special Activities Fd - General:N. Elections:6347 Election Expense		6347 - Elections Expense	92.50
TOTAL						92.50
Bill Pmt -Ch...	03/12/2020	23734	Advantage Signs & Graphics, Inc.		100 - 4M 101/USB 2934 - General Fund	(622.46)
Bill	02/29/2020	41432	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5860 Signs & Signals	signage	5860 - Signs & Signals	101.55
Bill	02/29/2020	41322	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5860 Signs & Signals	signage	5860 - Signs & Signals	520.91
TOTAL						622.46
Bill Pmt -Ch...	03/12/2020	23735	Croix Crystal Water Treatment	cooler lease and water	100 - 4M 101/USB 2934 - General Fund	(27.00)
Bill	02/29/2020	63572	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6030 Misc Expense	rent on hot & cold cooler, bottled water	6030 - Misc Exp - Bldg & Land	27.00
TOTAL						27.00
Bill Pmt -Ch...	03/12/2020	23736	Culligan of Stillwater	Account # 306-01656131-9	100 - 4M 101/USB 2934 - General Fund	(69.80)
Bill	02/29/2020	306x01595600	100 Gen'l Fd:B. Exp:B05 Parks & Recreation:6136 Park Utilities	Town Square Park restroom	6136 - Park Utilities	69.80
TOTAL						69.80

City of Afton
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Type	Date	Num	Name	Memo	Account	Original Amount
Bill Pmt -Ch...	03/12/2020	23737	Frontier Ag & Turf (New Richmond)	Acct No. AFTON002	100 · 4M 101/USB 2934 - General Fund	(288.72)
Bill	02/29/2020	w77033	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.3 Oth Pub Wrks:5920 Repairs...	Snowblower 54 in	5920 · Repair & Maint Equipment	288.72
TOTAL						288.72
Bill Pmt -Ch...	03/12/2020	23738	Gopher State One Call	Acct No. MN00128	100 · 4M 101/USB 2934 - General Fund	(4.05)
Bill	02/29/2020	20164	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5870 Other Road M...	CAfton01 FTP Tickets	5870 · Other Road Maintenance	4.05
TOTAL						4.05
Bill Pmt -Ch...	03/12/2020	23739	Innovative Office Solutions LLC	customer # V105001	100 · 4M 101/USB 2934 - General Fund	(40.26)
Bill	02/29/2020	in2894377	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5540 Office Supplies	office supplies	5540 · Office Supplies	40.26
TOTAL						40.26
Bill Pmt -Ch...	03/12/2020	23740	Menards - Hudson		100 · 4M 101/USB 2934 - General Fund	(37.06)
Bill	02/29/2020	17393	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6050 Supplies	supplies	6050 · Supplies - Bldg & Land	28.07
Bill	02/29/2020	18122	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6050 Supplies	supplies	6050 · Supplies - Bldg & Land	8.99
TOTAL						37.06
Bill Pmt -Ch...	03/12/2020	23741	Metro Sales Inc.	Acct No 016181, Contract Number 28746-01	100 · 4M 101/USB 2934 - General Fund	(182.37)
Bill	02/29/2020	inv1535253	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5510 Computer Serv/Software	CONTRACT Ricoh/MPC4503 Color Copier Serial No. E175MC60291	5510 · Computer Service/Software	182.37
TOTAL						182.37
Bill Pmt -Ch...	03/12/2020	23742	Minnesota Pollution Control Agency	Afton WWTP, 2318 St Croix Trl S	100 · 4M 101/USB 2934 - General Fund	(505.00)
Bill	02/29/2020	10000092457	410 Sanitary Sewer Utility:B. Exp:6060 Sanitary Sewer Oper - Exp:6065 Oper & M...	145422 Afton WWTP 2318 St Croix Trl S: Wastewater Annual permit fees ...	6065 · Oper & Mgmt Fees	505.00
TOTAL						505.00
Bill Pmt -Ch...	03/12/2020	23743	Northwest Assoc (City Projects)	Technical Assistance - City Projects	100 · 4M 101/USB 2934 - General Fund	(41.10)
Bill	02/29/2020	24653	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5330 Planning Fees	City Projects	5330 · Planning Fees	41.10
TOTAL						41.10
Bill Pmt -Ch...	03/12/2020	23744	Petersen Mgmt (Lab Fees)		100 · 4M 101/USB 2934 - General Fund	(647.90)
Bill	02/29/2020	105795	410 Sanitary Sewer Utility:B. Exp:6060 Sanitary Sewer Oper - Exp:6066 Chemicals ...	Lab fees, Chemicals	6066 · Chemicals & Lab Fees	293.70
Bill	02/29/2020	105689	410 Sanitary Sewer Utility:B. Exp:6060 Sanitary Sewer Oper - Exp:6066 Chemicals ...	Lab fees, Chemicals	6066 · Chemicals & Lab Fees	354.20
TOTAL						647.90
Bill Pmt -Ch...	03/12/2020	23745	Petersen Mgmt (Oper & Mgmt Fees)	Cust No. 3477	100 · 4M 101/USB 2934 - General Fund	(1,508.33)
Bill	02/29/2020	105608	410 Sanitary Sewer Utility:B. Exp:6060 Sanitary Sewer Oper - Exp:6065 Oper & M...	Operations and management fees Feb2020	6065 · Oper & Mgmt Fees	1,508.33
TOTAL						1,508.33
Bill Pmt -Ch...	03/12/2020	23746	River Valley Printing		100 · 4M 101/USB 2934 - General Fund	(620.00)
Bill	02/29/2020	6819	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5560 Newsletter	1295 4-pg newsletters	5560 · Newsletter Expenses	310.00

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Type	Date	Num	Name	Memo	Account	Original Amount
Bill	02/29/2020	6799	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5560 Newsletter	1295 4-pg newsletters	5560 · Newsletter Expenses	310.00
TOTAL						620.00
Bill Pmt -Ch...	03/12/2020	23747	StarTech Computing, Inc		100 · 4M 101/USB 2934 - General Fund	(412.40)
Bill	02/29/2020	4202	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5510 Computer Serv/Software	Flexnet maintenance agreement: Various tickets	5510 · Computer Service/Software	162.40
Bill	02/29/2020	3837	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5510 Computer Serv/Software	Flexnet maintenance agreement: Various tickets	5510 · Computer Service/Software	250.00
TOTAL						412.40
Bill Pmt -Ch...	03/12/2020	23748	Trophies Plus of Hastings		100 · 4M 101/USB 2934 - General Fund	(80.00)
Bill	02/29/2020	1015	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5535 Misc Expense	Plaques	5535 · Miscellaneous Expense	80.00
TOTAL						80.00
Bill Pmt -Ch...	03/12/2020	23749	Weber & Troseth		100 · 4M 101/USB 2934 - General Fund	(65.00)
Bill	02/29/2020	13765	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6030 Misc Expense	fire extinguishers annual certification	6030 · Misc Exp - Bldg & Land	65.00
TOTAL						65.00
Bill Pmt -Ch...	03/17/2020	23750	Afton Historical Society		100 · 4M 101/USB 2934 - General Fund	(5,250.00)
Bill	02/29/2020	10012	560 Spec Act Fd - Other:B. Community Communications:5561 Communications Ex...	Archival of Council and Planning Meeting Videos	5561 · Communications	5,250.00
TOTAL						5,250.00
Bill Pmt -Ch...	03/17/2020	23751	MM Appraisal		100 · 4M 101/USB 2934 - General Fund	(5,433.75)
Bill	02/29/2020	20-0129AFJH	806 PFA Loan Debt Serv:7749 Dwtm Imp - Special Assess Exp	Afton House, Appraisal Report Update, Court Prep, Court Testimony, Docu...	7749 · Dwtm Imp - Special Assess Exp	5,433.75
TOTAL						5,433.75
Bill Pmt -Ch...	03/17/2020	23752	Niedzwiecki, Thomas H.	Accounting Services	100 · 4M 101/USB 2934 - General Fund	(2,480.00)
Bill	02/29/2020	022920	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5304 Accounting Fees	Monthly charge for Accounting Services per Contract Effective 6/1/19	5304 · Accounting Fees	2,400.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5540 Office Supplies	Monthly charge for QB Pro software including Payroll Service & Forms	5540 · Office Supplies	40.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5540 Office Supplies	Mailing envelopes, copies of invoices, misc postage	5540 · Office Supplies	40.00
TOTAL						2,480.00
Bill Pmt -Ch...	03/17/2020	23753	Stensland Inspection Services	Building Inspection Services	100 · 4M 101/USB 2934 - General Fund	(6,719.00)
Bill	02/29/2020	Feb20	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5350 Bldg Insp Fees - Stensland	Bldg Permits	5350 · Building Insp Fees - Stensland	6,719.00
TOTAL						6,719.00
Bill Pmt -Ch...	03/17/2020	23754	Tri-County Services (Snow Ice)		100 · 4M 101/USB 2934 - General Fund	(13,585.00)
Bill	02/29/2020	753	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5830 Snow & Ice C...	Snow & Ice Control 2/6/20 thru 2/19/20 143.0 hrs @ \$95	5830 · Snow & Ice Control	13,585.00
TOTAL						13,585.00
Bill Pmt -Ch...	03/17/2020	23755	Tri-County Services (Streets, Other)		100 · 4M 101/USB 2934 - General Fund	(375.00)
Bill	02/29/2020	754	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5845 Brush/Tree/M...	Vac with steamer cleaning culvert river road	5845 · Brush/Tree/Sod/Seed	375.00

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Type	Date	Num	Name	Memo	Account	Original Amount
TOTAL						375.00
Bill Pmt -Ch...	03/17/2020	23756	Wash Cty (Rd & Bridge)(Trans & Phys Dev)	Account No. 20490	100 - 4M 101/USB 2934 - General Fund	(5,250.18)
Bill	02/29/2020	171160	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5830 Snow & Ice C...	sand and salt Dec 2019	5830 - Snow & Ice Control	5,250.18
TOTAL						5,250.18
Bill Pmt -Ch...	03/17/2020	23757	WSB (3M Working Groups)	R-011907-000 3M Working Groups	100 - 4M 101/USB 2934 - General Fund	(240.00)
Bill	02/29/2020	17	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5310 Engineering Fees	Engineering Services for 3M Working Groups	5310 - Engineering Fees	240.00
TOTAL						240.00
Bill Pmt -Ch...	03/17/2020	23758	WSB (Applicants)	Customer No. 01856	100 - 4M 101/USB 2934 - General Fund	(647.25)
Bill	02/29/2020	27	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5310 Engineering Fees	Afton Creek Preserve Construction Project Management	5310 - Engineering Fees	647.25
TOTAL						647.25
Bill Pmt -Ch...	03/17/2020	23759	WSB (Bridge Insp/Imp)	Project # R014854 & R014673	100 - 4M 101/USB 2934 - General Fund	(1,245.00)
Bill	02/29/2020	3	122 Bridge Repair & Replacement Fd:7770 Bridge Repair & Replacemnt Exp:7771 ...	2019 Bridge Inspection Services	7771 - Bridge Replacement - Engineer	1,245.00
TOTAL						1,245.00
Bill Pmt -Ch...	03/17/2020	23760	WSB (City Engineer)	R-015364-000 City Engineer	100 - 4M 101/USB 2934 - General Fund	(5,005.00)
Bill	02/29/2020	1	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5310 Engineering Fees 120 Street Imp Capital Fd:B. Exp:7984 River Road Sanitary Options 805 City InfraStructure Imp Fd:B. Exp:8899 Village Improvements	City engineer River Road Sanitary Project Downtown Project	5310 - Engineering Fees 7984 - River Road Sanitary Options 8899 - Village Improvements	978.00 2,789.00 1,238.00
TOTAL						5,005.00
Bill Pmt -Ch...	03/17/2020	23761	WSB (Pavement Mgmt)	Project # R-014501	100 - 4M 101/USB 2934 - General Fund	(10,370.00)
Bill	02/29/2020	6	120 Street Imp Capital Fd:B. Exp:7946 2020 Street Projects	2020 Pavement Improvement Project	7946 - 2020 Street Projects	10,370.00
TOTAL						10,370.00
Bill Pmt -Ch...	03/17/2020	23762	WSB (River Road Sanitary Sewer)	Project R-014030-000	100 - 4M 101/USB 2934 - General Fund	(2,218.00)
Bill	02/29/2020	8	120 Street Imp Capital Fd:B. Exp:7984 River Road Sanitary Options	River Road Sanitary Sewer Improvements	7984 - River Road Sanitary Options	2,218.00
TOTAL						2,218.00
Bill Pmt -Ch...	03/17/2020	23763	Holstad & Kannak, PLC	Legal Services	100 - 4M 101/USB 2934 - General Fund	(4,500.00)
Bill	02/29/2020	Feb2020	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5321 General - Legal Fees 100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5320 Prosecution - Legal Fees	Civil Criminal	5321 - Legal Fees - General 5320 - Legal Fees - Prosecution	2,250.00 2,250.00
TOTAL						4,500.00
Paycheck	02/27/2020	202003001	Johnson, Kenneth L	Direct Deposit	100 - 4M 101/USB 2934 - General Fund	0.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit	5020 - Maintenance Person	749.84
				Direct Deposit	2302 - PERA Payable - Staff	(48.74)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit	5053 - PERA Contribution - Employer	56.24
				Direct Deposit	2302 - PERA Payable - Staff	(56.24)

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Type	Date	Num	Name	Memo	Account	Original Amount
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit	2210 · Federal Withholding	(57.00)
				Direct Deposit	5051 · Social Security Tax - Employer	46.49
				Direct Deposit	2205 · Soc Sec Payable - Employer	(46.49)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit	2204 · Social Security W/H - Employee	(46.49)
				Direct Deposit	5052 · Medicare Tax - Employer	10.87
				Direct Deposit	2213 · Medicare Payable - Employer	(10.87)
				Direct Deposit	2212 · Medicare W/H - Employee	(10.87)
				Direct Deposit	2208 · MN State Withholding	(29.00)
				Direct Deposit	2110 · Direct Deposit Liabilities	(557.74)
TOTAL						0.00
Paycheck	02/27/2020	202003002	Meade, Debra J	Direct Deposit	100 · 4M 101/USB 2934 - General Fund	0.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Office Asst W...	Direct Deposit	5007 · Intern/Office Assistant Wages	1,059.87
				Direct Deposit	2302 · PERA Payable - Staff	(68.89)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Office Asst W...	Direct Deposit	5053 · PERA Contribution - Employer	79.49
				Direct Deposit	2302 · PERA Payable - Staff	(79.49)
				Direct Deposit	2210 · Federal Withholding	(110.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Office Asst W...	Direct Deposit	5051 · Social Security Tax - Employer	65.72
				Direct Deposit	2205 · Soc Sec Payable - Employer	(65.72)
				Direct Deposit	2204 · Social Security W/H - Employee	(65.72)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Office Asst W...	Direct Deposit	5052 · Medicare Tax - Employer	15.37
				Direct Deposit	2213 · Medicare Payable - Employer	(15.37)
				Direct Deposit	2212 · Medicare W/H - Employee	(15.37)
				Direct Deposit	2208 · MN State Withholding	(46.00)
				Direct Deposit	2110 · Direct Deposit Liabilities	(75.00)
				Direct Deposit	2110 · Direct Deposit Liabilities	(678.89)
TOTAL						0.00
Paycheck	02/27/2020	202003003	Yoho, Julie D	Direct Deposit	100 · 4M 101/USB 2934 - General Fund	0.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	5008 · Office Manager Wages	1,940.89
				Direct Deposit	2302 · PERA Payable - Staff	(126.16)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	5053 · PERA Contribution - Employer	145.57
				Direct Deposit	2302 · PERA Payable - Staff	(145.57)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	2325 · Madison Life ST & LT Disability	(35.87)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	5018 · Insurance Benefits	18.75
				Direct Deposit	2325 · Madison Life ST & LT Disability	(18.75)
				Direct Deposit	2210 · Federal Withholding	(120.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	5051 · Social Security Tax - Employer	120.33
				Direct Deposit	2205 · Soc Sec Payable - Employer	(120.33)
				Direct Deposit	2204 · Social Security W/H - Employee	(120.33)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	5052 · Medicare Tax - Employer	28.14
				Direct Deposit	2213 · Medicare Payable - Employer	(28.14)
				Direct Deposit	2212 · Medicare W/H - Employee	(28.14)
				Direct Deposit	2208 · MN State Withholding	(61.00)
				Direct Deposit	2110 · Direct Deposit Liabilities	(1,449.39)
TOTAL						0.00
Paycheck	02/27/2020	202003004	Moorse, Ronald J	Direct Deposit	100 · 4M 101/USB 2934 - General Fund	0.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	5004 · Administrator Salary	4,129.17
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	5053 · PERA Contribution - Employer	309.69
				Direct Deposit	2302 · PERA Payable - Staff	(309.69)
				Direct Deposit	2302 · PERA Payable - Staff	(268.40)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	5037 · Flexible Benefits	1,155.50
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	5018 · Insurance Benefits	28.35
				Direct Deposit	2325 · Madison Life ST & LT Disability	(28.35)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	2325 · Madison Life ST & LT Disability	(108.81)
				Direct Deposit	2210 · Federal Withholding	(1,094.00)

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Type	Date	Num	Name	Memo	Account	Original Amount
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	5051 · Social Security Tax - Employer	327.65
				Direct Deposit	2205 · Soc Sec Payable - Employer	(327.65)
				Direct Deposit	2204 · Social Security W/H - Employee	(327.65)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	5052 · Medicare Tax - Employer	76.63
				Direct Deposit	2213 · Medicare Payable - Employer	(76.63)
				Direct Deposit	2212 · Medicare W/H - Employee	(76.63)
				Direct Deposit	2208 · MN State Withholding	(284.00)
				Direct Deposit	2110 · Direct Deposit Liabilities	(3,125.18)
TOTAL						0.00
Liability Che...	02/26/2020	202003005	QuickBooks Payroll Service	Created by Payroll Service on 02/23/2020	100 · 4M 101/USB 2934 - General Fund	(5,893.20)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5505 Bank/IRS Fees/Sales Tax	Fee for 4 direct deposit(s) at \$1.75 each	5505 · Bank/IRS/Sales Tax	7.00
			QuickBooks Payroll Service	Created by Payroll Service on 02/23/2020	2110 · Direct Deposit Liabilities	5,886.20
TOTAL						5,893.20
Liability Che...	02/29/2020	202003006	PERA (Staff)	3030-01 210990	100 · 4M 101/USB 2934 - General Fund	(1,103.18)
				3030-01 210990	2302 · PERA Payable - Staff	512.19
				3030-01 210990	2302 · PERA Payable - Staff	590.99
TOTAL						1,103.18
Liability Che...	02/29/2020	202003007	IRS (US Treasury)	41-1290668	100 · 4M 101/USB 2934 - General Fund	(2,763.40)
				41-1290668	2210 · Federal Withholding	1,381.00
				41-1290668	2213 · Medicare Payable - Employer	131.01
				41-1290668	2212 · Medicare W/H - Employee	131.01
				41-1290668	2205 · Soc Sec Payable - Employer	560.19
				41-1290668	2204 · Social Security W/H - Employee	560.19
TOTAL						2,763.40
Liability Che...	02/29/2020	202003008	MN Dept of Revenue	5050730	100 · 4M 101/USB 2934 - General Fund	(420.00)
				5050730	2208 · MN State Withholding	420.00
TOTAL						420.00
Bill Pmt -Ch...	03/02/2020	202003009	Christiansen, Bret J	1099 Vendor \$30.00 per Hour	100 · 4M 101/USB 2934 - General Fund	(322.50)
Bill	02/25/2020	Feb2020	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5120 Contract - Video Meetings	Videographer 10.75 hrs @ \$30/hr	5120 · Contract - Viden Meetings	322.50
TOTAL						322.50
Check	02/28/2020	202003010	QuickBooks Payroll Service	Created by Direct Deposit Service on 02/27/2020	100 · 4M 101/USB 2934 - General Fund	(1.75)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5505 Bank/IRS Fees/Sales Tax	Fee for 1 direct deposit(s) at \$1.75 each	5505 · Bank/IRS/Sales Tax	1.75
TOTAL						1.75
Bill Pmt -Ch...	02/29/2020	202003011	Comcast {City Hall} 8772105 720001508	Account # 8772 10 572 0001508	100 · 4M 101/USB 2934 - General Fund	(299.55)
Bill	02/29/2020	022920	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5565 Telephone	Comcast Business Internet and Voice - City Hall	5565 · Telephone	299.55
TOTAL						299.55
Bill Pmt -Ch...	02/29/2020	202003012	Comcast {Garage} 8772105 720011622		100 · 4M 101/USB 2934 - General Fund	(141.55)

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Type	Date	Num	Name	Memo	Account	Original Amount
Bill	02/29/2020	022920	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6046 Garage Exp - Sheriff, PW	Sheriff Phone and Internet	6046 - City Garage - 3033 Sheriff & PW	141.55
TOTAL						141.55
Bill Pmt -Ch...	02/29/2020	202003013	CP Energy {EFT} 528 0051		100 - 4M 101/USB 2934 - General Fund	(188.63)
Bill	02/29/2020	22920	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6010 Gas Heat - 3033 City Hall	3033 St Croix Trl S Meter: M20111533249 Acct# 5280051-3	6010 - Gas Heat - 3033 City Hall	188.63
TOTAL						188.63
Bill Pmt -Ch...	02/29/2020	202003014	CP Energy {EFT} 621 7601	Meter # M19702480474 Account No. 6217601-1	100 - 4M 101/USB 2934 - General Fund	(366.97)
Bill	02/29/2020	022920	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6045 City Garage Exp - 1675 Stagecoach	1675 Stagecoach Trl S: City Garage	6045 - Garage Exp - 1675 Stagecoach	366.97
TOTAL						366.97
Bill Pmt -Ch...	02/29/2020	202003015	CP Energy {EFT} 1080 5248	Acct#10805248-1	100 - 4M 101/USB 2934 - General Fund	(81.32)
Bill	02/29/2020	022920	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6046 Garage Exp - Sheriff, PW	Acct#10805248-1 M20171727088 3033 St Croix Trl S Sheriff Garage (need...	6046 - City Garage - 3033 Sheriff & PW	81.32
TOTAL						81.32
Bill Pmt -Ch...	02/29/2020	202003016	Neopost 2888 {EFT}	Acct # 7900 0440 8026 2888	100 - 4M 101/USB 2934 - General Fund	(149.98)
Bill	02/29/2020	022920	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5550 Postage	Acct # 7900 0440 8026 2888 Postage PPLN01	5550 - Postage	149.98
TOTAL						149.98
Bill Pmt -Ch...	02/29/2020	202003017	US Bank {EFT} Equip Finance	Acct# 1473396 Contract # 500-0466085-000	100 - 4M 101/USB 2934 - General Fund	(230.00)
Bill	02/29/2020	022920	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5516 Copier Lease	Ricoh C4503 copier lease S/N E175MC60291	5516 - Copier Lease	230.00
TOTAL						230.00
Bill Pmt -Ch...	02/29/2020	202003018	US Bank {EFT} (Safe Deposit Box)	Safety Deposit Box	100 - 4M 101/USB 2934 - General Fund	(82.80)
Bill	02/29/2020	022920	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5505 Bank/IRS Fees/Sales Tax	Safe deposit rent	5505 - Bank/IRS/Sales Tax	82.80
TOTAL						82.80
Bill Pmt -Ch...	02/29/2020	202003019	Xcel Energy {EFT} (51-0895 3451)	Acct: 51-0895345-1 Meter# 000071246886	100 - 4M 101/USB 2934 - General Fund	(20.90)
Bill	02/29/2020	022920	805 City InfraStructure Imp Fd:B. Exp:8891 DwnTown Prop Purch/Exp	Eastwood - Septic Property 2318 St Croix Trl S Meter# 96987678 Premises...	8891 - DNR Flood Imp - Prop Purch/Exp	20.90
TOTAL						20.90
Bill Pmt -Ch...	02/29/2020	202003020	Xcel Energy {EFT} (51-11935 1802)		100 - 4M 101/USB 2934 - General Fund	(99.57)
Bill	02/29/2020	022920	100 Gen'l Fd:B. Exp:B05 Parks & Recreation:6136 Park Utilities	Acct No. 51-001119351802 Park Restroom: 3418 St Croix Trl S. Meter 2...	6136 - Park Utilities	99.57
TOTAL						99.57
Bill Pmt -Ch...	02/29/2020	202003021	Xcel Energy {EFT} (51-11957 7713)		100 - 4M 101/USB 2934 - General Fund	(133.78)
Bill	02/29/2020	022920	100 Gen'l Fd:B. Exp:B03 Stris, Rehab & Pub Wks:B3.J Streets:5850 Street Lighting	Acct No. 51-0011957771-3 : 3293 SAINT CROIX TRL S. Meter 7626901...	5850 - Street Lighting	133.78
TOTAL						133.78

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Bill Pmt -Ch...	02/29/2020	202003022	Xcel Energy {EFT} (51-11957 8190)		100 · 4M 101/USB 2934 - General Fund	(478.73)
Bill	02/29/2020	022920	410 Sanitary Sewer Utility:B. Exp:6060 Sanitary Sewer Oper - Exp:6068 Electric - ...	Acct No. 51-00119578190 : Lift Station 15995 UPPER 34TH ST S. Meter ...	6068 · Electricity - Lift Stations	478.73
TOTAL						478.73
Bill Pmt -Ch...	02/29/2020	202003023	Xcel Energy {EFT} (51-11983 9027)	Acct No. 51-0011983902-7	100 · 4M 101/USB 2934 - General Fund	(887.09)
Bill	02/29/2020	022920	410 Sanitary Sewer Utility:B. Exp:6060 Sanitary Sewer Oper - Exp:6068 Electric - ...	Acct No. 51-0011983902-7 Pumhouse for Water Treatment: 2318 St Croi...	6068 · Electricity - Lift Stations	887.09
TOTAL						887.09
Bill Pmt -Ch...	02/29/2020	202003024	Xcel Energy {EFT} (51-5247 6229)	201 Project: 4105 River Rd Meter No. 0098359441	100 · 4M 101/USB 2934 - General Fund	(90.32)
Bill	02/29/2020	022920	400 201 Project Fund:B. Exp:5915 201 Project Maintenance	201 Project: 4105 River Rd Meter No. 0098359441	5915 · 201 Project Maintenance	90.32
TOTAL						90.32
Bill Pmt -Ch...	02/29/2020	202003025	Xcel Energy {EFT} (51-5371 3569)	51-53713569 15891 34th St. S: Automatic Protective Lighting Service	100 · 4M 101/USB 2934 - General Fund	(17.03)
Bill	02/29/2020	022920	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6020 Electricity - Xcel Energy	51-53713569 15891 34th St. S: Automatic Protective Lighting Service	6020 · Electricity	17.03
TOTAL						17.03
Bill Pmt -Ch...	02/29/2020	202003026	Xcel Energy {EFT} (51-5700 4296)	Acct #51-5700429-6 Meter #0077765464	100 · 4M 101/USB 2934 - General Fund	(182.32)
Bill	02/29/2020	022920	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6020 Electricity - Xcel Energy	3033 St. Croix Trail S Meter #77765464 Premises #303084797 City Hall &...	6020 · Electricity	182.32
TOTAL						182.32
Bill Pmt -Ch...	02/29/2020	202003027	Xcel Energy {EFT} (51-6223 9212)	Acct No. 51-6223921-2 Street Lighting	100 · 4M 101/USB 2934 - General Fund	(59.29)
Bill	02/29/2020	022920	100 Gen'l Fd:B. Exp:B03 Strts, Reliab & Pub Wks:B3.1 Streets:5850 Street Lighting	Street Lighting Service	5850 · Street Lighting	59.29
TOTAL						59.29
Bill Pmt -Ch...	02/29/2020	202003028	Xcel Energy {EFT} (51-6257 8029)	3420 St. Croix Trl S Meter #0096987678	100 · 4M 101/USB 2934 - General Fund	(187.33)
Bill	02/29/2020	022920	100 Gen'l Fd:B. Exp:B05 Parks & Recreation:6136 Park Utilities	Town Square Park 3420 St. Croix Trl S Meter #96987678 Premises 30332...	6136 · Park Utilities	187.33
TOTAL						187.33
Bill Pmt -Ch...	02/29/2020	202003029	Xcel Energy {EFT} (51-6852 6052)	Acct #51-6852605-2 Install No. 184509 & 184508	100 · 4M 101/USB 2934 - General Fund	(29.48)
Bill	02/29/2020	022920	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6020 Electricity - Xcel Energy	Automatic Protective Light Service Install No. 184509 & 184508	6020 · Electricity	29.48
TOTAL						29.48
Bill Pmt -Ch...	02/29/2020	202003030	Xcel Energy {EFT} (51-7576 3714)	Acct#51-7576371-4 Meter #19818068	100 · 4M 101/USB 2934 - General Fund	(123.34)
Bill	02/29/2020	022920	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6045 City Garage Exp - 1675 Stagecoach	City Garage 1675 Stagecoach Trl S: Acct#51-7576371-4 Meter #19818068 ...	6045 · Garage Exp - 1675 Stagecoach	123.34
TOTAL						123.34
Paycheck	03/12/2020	202003031	Johnson, Kenneth L	Direct Deposit	100 · 4M 101/USB 2934 - General Fund	0.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit	5020 · Maintenance Person	642.72
				Direct Deposit	2302 · PERA Payable - Staff	(41.78)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit	5053 · PERA Contribution - Employer	48.20
				Direct Deposit	2302 · PERA Payable - Staff	(48.20)

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Type	Date	Num	Name	Memo	Account	Original Amount
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit	2210 · Federal Withholding	(45.00)
				Direct Deposit	5051 · Social Security Tax - Employer	39.85
				Direct Deposit	2205 · Soc Sec Payable - Employer	(39.85)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit	2204 · Social Security W/H - Employee	(39.85)
				Direct Deposit	5052 · Medicare Tax - Employer	9.32
				Direct Deposit	2213 · Medicare Payable - Employer	(9.32)
				Direct Deposit	2212 · Medicare W/H - Employee	(9.32)
				Direct Deposit	2208 · MN State Withholding	(24.00)
				Direct Deposit	2110 · Direct Deposit Liabilities	(482.77)
TOTAL						0.00
Paycheck	03/12/2020	202003032	Mende, Debra J	Direct Deposit	100 · 4M 101/USB 2934 - General Fund	0.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Office Asst W...	Direct Deposit	5007 · Intern/Office Assistant Wages	951.72
				Direct Deposit	2302 · PERA Payable - Staff	(61.86)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Office Asst W...	Direct Deposit	5053 · PERA Contribution - Employer	71.38
				Direct Deposit	2302 · PERA Payable - Staff	(71.38)
				Direct Deposit	2210 · Federal Withholding	(99.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Office Asst W...	Direct Deposit	5051 · Social Security Tax - Employer	59.00
				Direct Deposit	2205 · Soc Sec Payable - Employer	(59.00)
				Direct Deposit	2204 · Social Security W/H - Employee	(59.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Office Asst W...	Direct Deposit	5052 · Medicare Tax - Employer	13.80
				Direct Deposit	2213 · Medicare Payable - Employer	(13.80)
				Direct Deposit	2212 · Medicare W/H - Employee	(13.80)
				Direct Deposit	2208 · MN State Withholding	(41.00)
				Direct Deposit	2110 · Direct Deposit Liabilities	(75.00)
				Direct Deposit	2110 · Direct Deposit Liabilities	(602.06)
TOTAL						0.00
Paycheck	03/12/2020	202003033	Yoho, Julie D	Direct Deposit	100 · 4M 101/USB 2934 - General Fund	0.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	5008 · Office Manager Wages	1,312.96
			550 Special Activities Fd - General:N. Elections:6347 Election Expense	Direct Deposit	6347 · Elections Expense	978.60
				Direct Deposit	2302 · PERA Payable - Staff	(148.95)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	5053 · PERA Contribution - Employer	98.47
			550 Special Activities Fd - General:N. Elections:6347 Election Expense	Direct Deposit	5053 · PERA Contribution - Employer	73.40
				Direct Deposit	2302 · PERA Payable - Staff	(171.87)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	6347 · Elections Expense	44.00
			550 Special Activities Fd - General:N. Elections:6347 Election Expense	Direct Deposit	6347 · Elections Expense	32.79
				Direct Deposit	2210 · Federal Withholding	(160.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	5051 · Social Security Tax - Employer	81.40
			550 Special Activities Fd - General:N. Elections:6347 Election Expense	Direct Deposit	5051 · Social Security Tax - Employer	60.68
				Direct Deposit	2205 · Soc Sec Payable - Employer	(142.08)
				Direct Deposit	2204 · Social Security W/H - Employee	(142.08)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	5052 · Medicare Tax - Employer	19.04
			550 Special Activities Fd - General:N. Elections:6347 Election Expense	Direct Deposit	5052 · Medicare Tax - Employer	14.19
				Direct Deposit	2213 · Medicare Payable - Employer	(33.23)
				Direct Deposit	2212 · Medicare W/H - Employee	(33.23)
				Direct Deposit	2208 · MN State Withholding	(79.00)
				Direct Deposit	2110 · Direct Deposit Liabilities	(1,305.09)
TOTAL						0.00
Paycheck	03/12/2020	202003034	Moorse, Ronald J	Direct Deposit	100 · 4M 101/USB 2934 - General Fund	0.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	5004 · Administrator Salary	4,129.17
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	5053 · PERA Contribution - Employer	309.69
				Direct Deposit	2302 · PERA Payable - Staff	(309.69)
				Direct Deposit	2302 · PERA Payable - Staff	(268.40)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	5037 · Flexible Benefits	1,155.50
				Direct Deposit	2210 · Federal Withholding	(1,094.00)

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Type	Date	Num	Name	Memo	Account	Original Amount
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	5051 · Social Security Tax - Employer	327.65
				Direct Deposit	2205 · Soc Sec Payable - Employer	(327.65)
				Direct Deposit	2204 · Social Security W/H - Employee	(327.65)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	5052 · Medicare Tax - Employer	76.63
				Direct Deposit	2213 · Medicare Payable - Employer	(76.63)
				Direct Deposit	2212 · Medicare W/H - Employee	(76.63)
				Direct Deposit	2208 · MN State Withholding	(284.00)
				Direct Deposit	2110 · Direct Deposit Liabilities	(3,233.99)
TOTAL						0.00
Paycheck	03/12/2020	202003035	Nelson, Randall P	Direct Deposit	100 · 4M 101/USB 2934 - General Fund	0.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...	Direct Deposit	5002 · Mayor & Council Wages	200.00
				Direct Deposit	2303 · PERA Payable - Council	(10.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...	Direct Deposit	5053 · PERA Contribution - Employer	10.00
				Direct Deposit	2303 · PERA Payable - Council	(10.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...	Direct Deposit	5052 · Medicare Tax - Employer	2.90
				Direct Deposit	2213 · Medicare Payable - Employer	(2.90)
				Direct Deposit	2212 · Medicare W/H - Employee	(2.90)
				Direct Deposit	2110 · Direct Deposit Liabilities	(187.10)
TOTAL						0.00
Paycheck	03/12/2020	202003036	Palmquist, William B	Direct Deposit	100 · 4M 101/USB 2934 - General Fund	0.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...	Direct Deposit	5002 · Mayor & Council Wages	300.00
				Direct Deposit	2303 · PERA Payable - Council	(15.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...	Direct Deposit	5053 · PERA Contribution - Employer	15.00
				Direct Deposit	2303 · PERA Payable - Council	(15.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...	Direct Deposit	5052 · Medicare Tax - Employer	4.35
				Direct Deposit	2213 · Medicare Payable - Employer	(4.35)
				Direct Deposit	2212 · Medicare W/H - Employee	(4.35)
				Direct Deposit	2110 · Direct Deposit Liabilities	(280.65)
TOTAL						0.00
Paycheck	03/12/2020	202003037	Perkins, Anne E	Direct Deposit	100 · 4M 101/USB 2934 - General Fund	0.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...	Direct Deposit	5002 · Mayor & Council Wages	200.00
				Direct Deposit	2303 · PERA Payable - Council	(10.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...	Direct Deposit	5053 · PERA Contribution - Employer	10.00
				Direct Deposit	2303 · PERA Payable - Council	(10.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...	Direct Deposit	5052 · Medicare Tax - Employer	2.90
				Direct Deposit	2213 · Medicare Payable - Employer	(2.90)
				Direct Deposit	2212 · Medicare W/H - Employee	(2.90)
				Direct Deposit	2110 · Direct Deposit Liabilities	(187.10)
TOTAL						0.00
Paycheck	03/12/2020	202003038	Ross, Stanley A	Direct Deposit	100 · 4M 101/USB 2934 - General Fund	0.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...	Direct Deposit	5002 · Mayor & Council Wages	200.00
				Direct Deposit	2303 · PERA Payable - Council	(10.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...	Direct Deposit	5053 · PERA Contribution - Employer	10.00
				Direct Deposit	2303 · PERA Payable - Council	(10.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...	Direct Deposit	5052 · Medicare Tax - Employer	2.90
				Direct Deposit	2213 · Medicare Payable - Employer	(2.90)
				Direct Deposit	2212 · Medicare W/H - Employee	(2.90)
				Direct Deposit	2110 · Direct Deposit Liabilities	(187.10)
TOTAL						0.00

03/11/20

City of Afton
Claims to be Approved
 February 19 through March 17, 2020

Type	Date	Num	Name	Memo	Account	Original Amount
Paycheck	03/12/2020	202003039	Wroblewski, Lucia B	Direct Deposit	100 · 4M 101/USB 2934 - General Fund	0.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...	Direct Deposit	5002 · Mayor & Council Wages	200.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...	Direct Deposit	5053 · PERA Contribution - Employer	10.00
				Direct Deposit	2303 · PERA Payable - Council	(10.00)
				Direct Deposit	2303 · PERA Payable - Council	(10.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...	Direct Deposit	5052 · Medicare Tax - Employer	2.90
				Direct Deposit	2213 · Medicare Payable - Employer	(2.90)
				Direct Deposit	2212 · Medicare W/H - Employee	(2.90)
				Direct Deposit	2110 · Direct Deposit Liabilities	(187.10)
TOTAL						0.00
Liability Che...	03/11/2020	202003040	QuickBooks Payroll Service	Created by Payroll Service on 03/08/2020	100 · 4M 101/USB 2934 - General Fund	(7,243.71)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5505 Bank/IRS Fees/Sales Tax	Fee for 9 direct deposit(s) at \$1.75 each	5505 · Bank/IRS/Sales Tax	15.75
			QuickBooks Payroll Service	Created by Payroll Service on 03/08/2020	2110 · Direct Deposit Liabilities	7,227.96
TOTAL						7,243.71
Liability Che...	03/17/2020	202003041	PERA (Council)	3030-51 207620	100 · 4M 101/USB 2934 - General Fund	(110.00)
				3030-51 207620	2303 · PERA Payable - Council	55.00
				3030-51 207620	2303 · PERA Payable - Council	55.00
TOTAL						110.00
Liability Che...	03/17/2020	202003042	PERA (Staff)	3030-01 210990	100 · 4M 101/USB 2934 - General Fund	(1,122.13)
				3030-01 210990	2302 · PERA Payable - Staff	520.99
				3030-01 210990	2302 · PERA Payable - Staff	601.14
TOTAL						1,122.13
Liability Che...	03/17/2020	202003043	IRS (US Treasury)	41-1290668	100 · 4M 101/USB 2934 - General Fund	(2,833.02)
				41-1290668	2210 · Federal Withholding	1,398.00
				41-1290668	2213 · Medicare Payable - Employer	148.93
				41-1290668	2212 · Medicare W/H - Employee	148.93
				41-1290668	2205 · Soc Sec Payable - Employer	568.58
				41-1290668	2204 · Social Security W/H - Employee	568.58
TOTAL						2,833.02
Liability Che...	03/17/2020	202003044	MN Dept of Revenue	5050730	100 · 4M 101/USB 2934 - General Fund	(428.00)
				5050730	2208 · MN State Withholding	428.00
TOTAL						428.00
Paycheck	03/12/2020	202003045	Wroblewski, Lucia B	Direct Deposit	100 · 4M 101/USB 2934 - General Fund	0.00
			550 Special Activities Fd - General:N. Elections:6347 Election Expense	Direct Deposit	6347 · Elections Expense	92.50
			550 Special Activities Fd - General:N. Elections:6347 Election Expense	Direct Deposit	5052 · Medicare Tax - Employer	1.34
				Direct Deposit	2213 · Medicare Payable - Employer	(1.34)
				Direct Deposit	2212 · Medicare W/H - Employee	(1.34)
				Direct Deposit	2110 · Direct Deposit Liabilities	(91.16)
TOTAL						0.00

03/11/20

City of Afton
Claims to be Approved
February 19 through March 17, 2020

Type	Date	Num	Name	Memo	Account	Original Amount
Liability Che...	03/17/2020	202003046	IRS (US Treasury)	41-1290668	100 - 4M 101/USB 2934 - General Fund	(2.68)
				41-1290668	2213 - Medicare Payable - Employer	1.34
				41-1290668	2212 - Medicare W/H - Employee	1.34
TOTAL						2.68
Liability Che...	03/11/2020	202003047	QuickBooks Payroll Service	Created by Payroll Service on 03/10/2020	100 - 4M 101/USB 2934 - General Fund	(92.91)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5505 Bank/IRS Fees/Sales Tax	Fee for 1 direct deposit(s) at \$1.75 each	5505 - Bank/IRS/Sales Tax	1.75
			QuickBooks Payroll Service	Created by Payroll Service on 03/10/2020	2110 - Direct Deposit Liabilities	91.16
TOTAL						92.91
Bill Pmt -Ch...	03/05/2020	202003048	US Bank (EFT) Credit Card ..4776	5592 8500 0104 4776 CPN 002015242	100 - 4M 101/USB 2934 - General Fund	(400.97)
Bill	02/29/2020	011620 021420	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5580 Membership & Dues	Pioneer Press	5580 - Membership & Dues	0.99
			100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5510 Computer Serv/Software	GoDaddy.com	5510 - Computer Service/Software	399.98
TOTAL						400.97

RESOLUTION 2020-16

CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

**A RESOLUTION APPROVING 4M FUND TRANSFERS
FOR JANUARY and FEBRUARY of 2020**

BE IT RESOLVED THAT the City Council of the City of Afton, County of Washington, Minnesota, authorizes the transfer of the following sums of money between the City's 4M Fund Accounts, as detailed in Exhibit A – 4M Fund Transfers – Months of JANUARY and FEBRUARY of 2020.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 17TH DAY OF MARCH, 2020.

SIGNED:

Bill Palmquist, Mayor

ATTEST:

Ronald J. Moore, City Administrator

Motion by:

Second by:

Ross:

Nelson:

Wroblewski:

Palmquist:

Perkins:

City of Afton
Exhibit A: 4M Fund Transfers

A	B	C	D	E
1	Month of: JanFeb2020			
2	4M Fund Accounts			
3	<u>#</u>	<u>From</u>	<u>To</u>	<u>Amount</u> <u>Comments</u>
4	1	805 - 4M114 City Infra-Structure Improvement Fund	100 - 4M101 General	\$6,071.65 805 Downtown Project Expenses
5	2	100 - 4M101 General	805 - 4M114 City Infra-Structure Improvement Fund	\$403,683.06 Downtown Project Revenue (PFA Loans & Grants)
6	3	100 - 4M101 General	410 - 4M118 - Sanitary Sewer	\$10,465.00 410 Sanitary Sewer Utility - Revenue
7	4	410 - 4M118 - Sanitary Sewer	100 - 4M101 General	\$8,088.56 410 Sanitary Sewer Utility - Expenses
8	5	120 - 4M116 - Street Improvement	100 - 4M101 General	\$22,739.84 120 Street Imp Fd Expenses
9	6	122 - 4M117 - Bridge Replacement Fund	100 - 4M101 General	\$4,219.50 122 Bridge Replacement Fund Expenses
10	7	201 - 4M103 201 Project Fund	100 - 4M101 General	\$158.17 201 Project Expense
11	8	115 - 4M104 - Bldg & Land Capital Fund	100 - 4M101 General	\$403.25 115 Bldg & Land Fund Expenses
12	9	550 - 4M106 - Spec Activities General	100 - 4M101 General	\$1,550.00 Expenses: 550 Special Act - General
13	10	560 - 4M119 - Spec Activities Other	100 - 4M101 General	\$5,250.00 Expenses: 560 Special Act - Other
14	11	725 2014A Road Debt Service Fd (35001-109)	100 General (35001-101)	\$3,600.00 2014A Road Bond Admin Exp
15	12	100 - 4M101 General	806 - 4M122 - PFA Loan Debt Serv	\$12,035.59 Downtown Special Assessments (prepaid)
16	13	806 - 4M122 - PFA Loan Debt Serv	100 - 4M101 General	\$17,421.40 806 PFA Loan/Assessment Expenses
17	14	806 - 4M Fd - PFA Loan Debt Serv	General (35001-101)	\$10,465.58 PFA Loans: 2/20/20 Interest Payments
18	15	810 City Dock Fund (35001-110)	100 - 4M101 General	\$17,232.50 City Dock Fund Expenses
19				



Recommended by Thomas H. Niedzwiecki, Accountant
File: Afton 2020 Bank Transfers.xlsm Worksheet: JanFeb20 3/11/2020

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

Meeting Date March 17, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members

From: Ron Moore, City Administrator

Date: March 9, 2020

Re: Brooks Variance Application at 14186 Valley Creek Trail – **Resolution 2020-17**

Ken and Heidi Brooks submitted a variance application to enable the existing house and detached garage on the property at 14186 Valley Creek to be replaced with a new house with an attached garage in a similar location. The existing house is located in a narrow area between Valley Creek and Valley Creek Road. The required setbacks to Valley Creek and to Valley Creek Trail overlap, leaving no area for a house that can meet the required setbacks.

The Planning Commission reviewed the variance application and believed the number and extent of variances was more than necessary, and tabled the application to enable the applicants to revise the plan to make it more compliant. One concern of the Planning Commission was that the house with the attached garage was proposed to be located 18 feet from the side property line. Another concern was the massing of the larger house and attached garage located closer than allowed to Valley Creek Trail.

Revised Plan

The applicants then revised their plan to make it more compliant and address the concerns of the Planning Commission. The house has been rotated so that it is angled away from both the side lot line and Valley Creek Trail. This has allowed the attached garage portion of the house to be located substantially farther away from both the side lot line and Valley Creek Trail. A PowerPoint showing the existing house and the revised plan is attached.

Required Setbacks and Proposed Setbacks Requiring Variances

- The required setback from Valley Creek is 200 feet. The proposed setback is 61 feet, 1 inch, which is the same setback as the existing house.
- The required setback from the centerline of Valley Creek Trail is 105 feet. The proposed setback is 87 feet, 5 inches, which is greater than the setback of the existing house of 84 feet, 3 inches.
The closest point of the attached garage portion of the house is greater than 105 feet from Valley Creek Trail.
- The required side yard setback is 50 feet. The proposed setback is 40 feet, which is greater than the setback of the existing detached double garage, which is proposed to be removed.

Attached Garage vs. Detached Garage

The applicants much prefer an attached garage to a detached garage. The revised materials provided by the applicant include a site plan and a rendering that reflect the removal of the existing detached double garage and a new house with an attached double garage. The materials also include a site plan and rendering showing the retention of the existing detached double garage and a house without an attached garage. The materials show the size of the house with and without the attached garage. They also show that the garage structure is similar in size whether it is attached or detached.

Findings

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

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

Conditions

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

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

Planning Commission Recommendation:

The Planning Commission, on a vote of 4-1-0, recommended approval of the Ken and Heidi Brooks variance application at 14186 Valley Creek Trail with the findings, and conditions listed above.

Resolutions.

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

COUNCIL ACTION REQUESTED:

Motion regarding the Brooks variance application at 14186 Valley Creek Trail, with findings, and conditions if desired.

RESOLUTION 2020-17

**CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA**

A RESOLUTION APPROVING THE VARIANCE APPLICATION BY KEN AND HEIDI BROOKS AT 14186 VALLEY CREEK TRAIL

- 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,** Ken and Heidi Brooks have made a variance application at 14186 Valley Creek Trail to allow an existing nonconforming house and detached garage to be replaced with a new house with attached garage that requires variances to side, front and stream setbacks; and
- WHEREAS,** City staff reviewed the request and drafted a report for consideration; and
- WHEREAS,** the Planning Commission held a public hearing on the application at its regular meeting of February 3, 2020 and continued consideration of the application to allow the applicant to make revisions to address concerns of the Commission. The Commission, at its March 2, 2020 meeting, recommended **APPROVAL** of the variance application with the attached garage on a vote of 4-1-0; and
- WHEREAS,** the legal description of the property is attached as Exhibit A, and
- WHEREAS,** the City Council heard the request at its regular meeting on March 17, 2020, at which it considered all of the comments, concerns and recommendations of the Planning Commission, Zoning Administrator and the applicant;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Afton does hereby **APPROVE** the Ken and Heidi Brooks variance application at 14186 Valley Creek Trail, based on the findings listed below and with the conditions listed below.

Findings

1. The subject property is located in the Rural Residential zone, as are all surrounding properties.
2. The property contains several existing structures, including a house and detached double garage, all of which have nonconforming setbacks.
3. The required setbacks to Valley Creek and to Valley Creek Trail overlap, leaving no area for a house that can meet the required setbacks.
4. The proposal would eliminate a detached double garage with a setback from Valley Creek of 58.9 feet, in favor of an attached double garage with a setback from Valley Creek of 61.1 feet.
5. The proposal would retain an existing gazebo and patio with setbacks of 27.1 feet and 17.8 feet respectively from Valley Creek.

6. The proposal would retain an existing detached single stall garage with a side yard setback of 12.5 feet.
7. The Brooks parcel is irregularly shaped, partially due to the adjacent property to the east extending north to a point near the existing house and garages, and well within the setback of Valley Creek, which substantially limits the buildable area of the parcel.

Conditions

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

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 17TH DAY OF MARCH, 2020.

SIGNED:

Bill Palmquist, Mayor

ATTEST:

Ronald J. Moorse, City Administrator

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

RESOLUTION 2020-17XX

CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

A RESOLUTION DENYING THE VARIANCE APPLICATION OF KEN AND HEIDI BROOKS AT 14186 VALLEY CREEK TRAIL

- 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,** Ken and Heidi Brooks have made a variance application at 14186 Valley Creek Trail to allow an existing nonconforming house and detached garage to be replaced with a new house with attached garage that requires variances to side, front and stream setbacks; and
- WHEREAS,** City staff reviewed the request and drafted a report for consideration; and
- WHEREAS,** the Planning Commission held a public hearing on the application at its regular meeting of February 3, 2020 and continued consideration of the application to allow the applicant to make revisions to address concerns of the Commission. The Commission, at its March 2, 2020 meeting, recommended **APPROVAL** of the variance application with the attached garage on a vote of 4-1-0; and
- WHEREAS,** the legal description of the property is attached as Exhibit A, and
- WHEREAS,** the City Council heard the request at its regular meeting on March 17, 2020, at which it considered all of the comments, concerns and recommendations of the Planning Commission, Zoning Administrator and the applicant;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Afton does hereby DENY the Ken and Heidi Brooks variance application at 14186 Valley Creek Trail, based on the findings listed below.

Findings

1. The subject property is located in the Rural Residential zone, as are all surrounding properties.
2. The proposal would require a setback from Valley Creek of 61.1 feet vs. the required setback of 200 feet.
3. The proposal would retain an existing gazebo and patio with setbacks of 27.1 feet and 17.8 feet respectively from Valley Creek.
4. The proposal would retain an existing detached single stall garage with a side yard setback of 12.5 feet.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 17TH DAY OF MARCH,
2020.**

SIGNED:

Bill Palmquist, Mayor

ATTEST:

Ronald J. Moore, City Administrator

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

BROOKS

14186 VALLEY CREEK TRAIL SOUTH



WHO ARE WE?

- Ken & Heidi Brooks
- Lived in St. Croix Valley last 28 years
- Four children
- Ken - second generation custom church furniture & historical renovation business;
 - Transitioning business to our son – third generation
 - Volunteer work - donates time to renovate and repair homes for widows, elderly, and people in need
- Heidi - HR for a local technology company
- 3 & 8/9 grandchildren
- 2 dogs (Charlie 12; Ryker 2)
- Value rural residential lifestyle



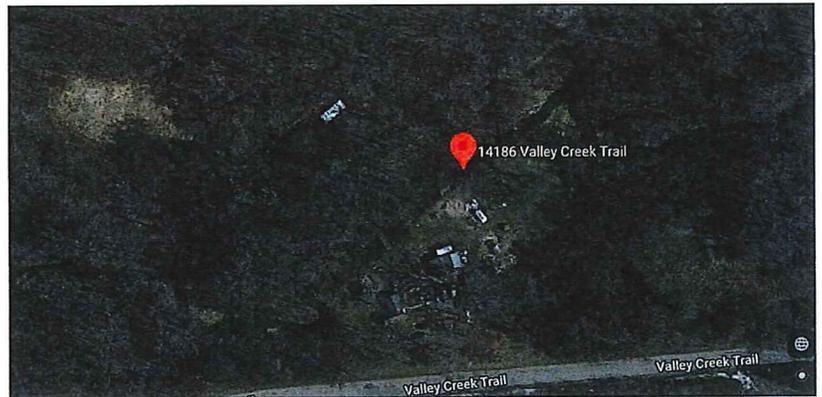
DUE DILIGENCE

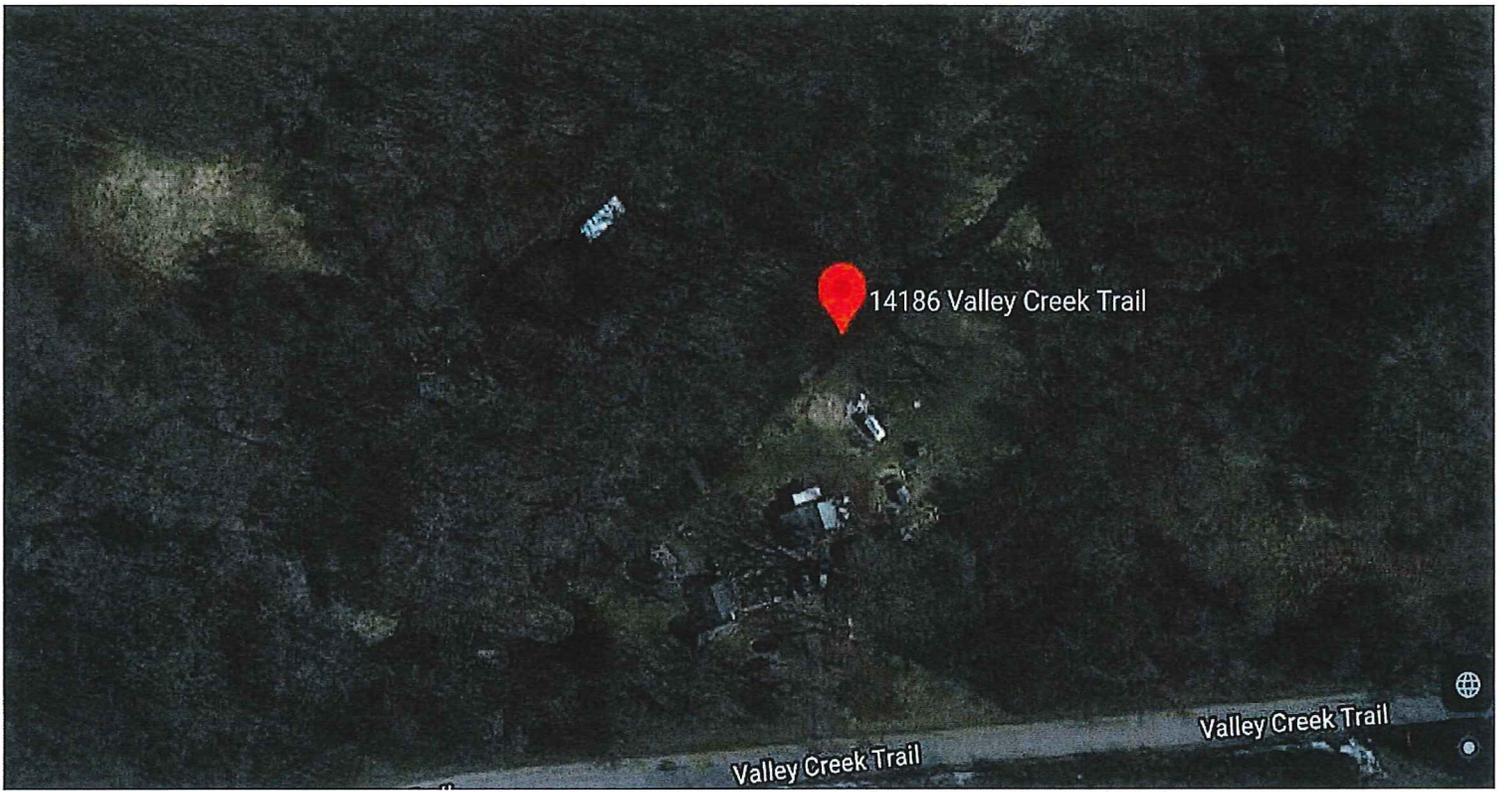
- **Prior to purchasing property we contacted:**
 - Department of Fisheries
 - Department of Natural Resources
 - Watershed District
 - City Administrator – City of Afton



WHAT DID WE BUY?

- Property @ 14186 Valley Creek Trail South inhabited by:
 - 2 Adults
 - 6 Horses
 - Multiple Dogs
 - Multiple Cats
 - Rescue Rooster
 - Dozens of Bunnies





14186 Valley Creek Trail

Valley Creek Trail

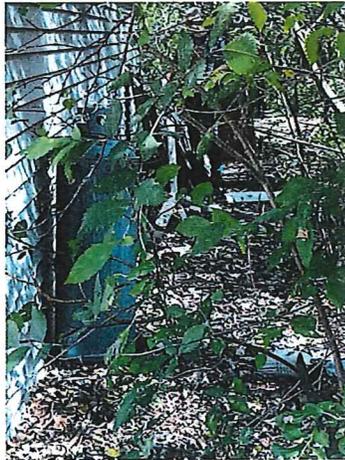
Valley Creek Trail



WHAT WE TOOK OWNERSHIP OF



WHAT WE TOOK OWNERSHIP OF?



WHAT IT LOOKS LIKE NOW



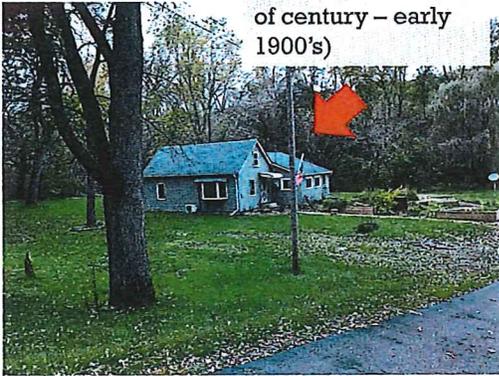
WHAT WE TOOK OWNERSHIP OF



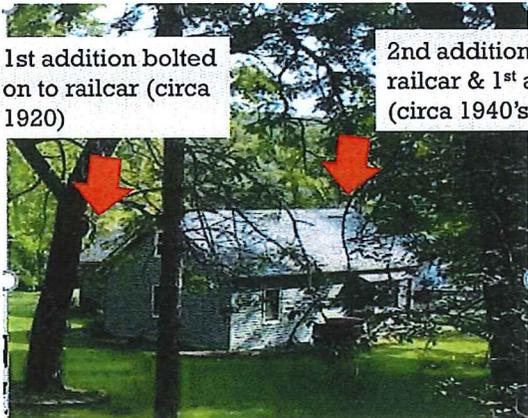
**WHAT IT
LOOKS LIKE
NOW**



Railcar (circa turn of century – early 1900's)



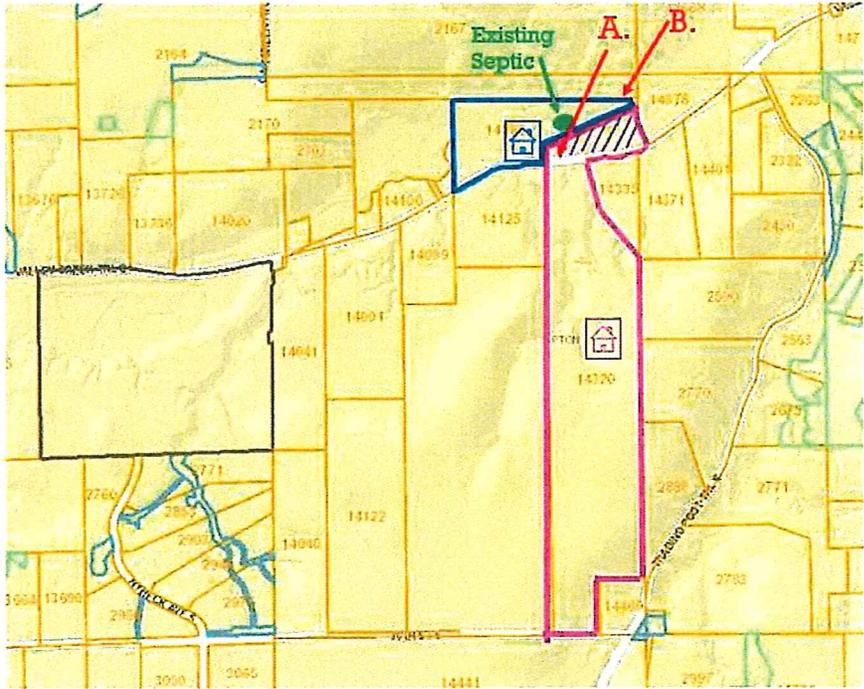
1st addition bolted on to railcar (circa 1920)



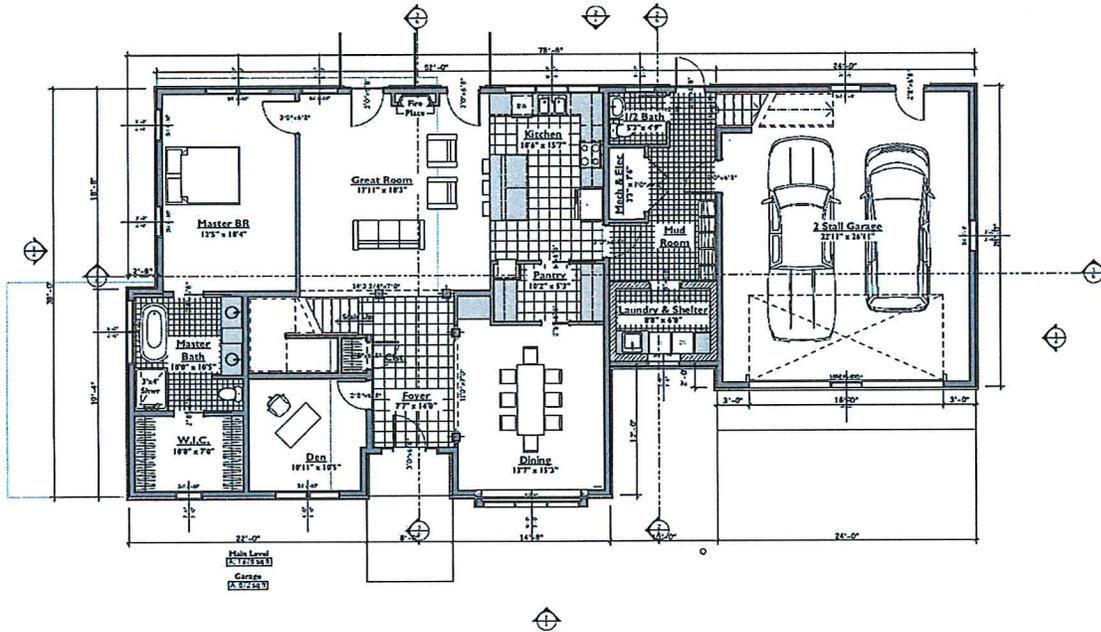
2nd addition joined to railcar & 1st addition (circa 1940's)



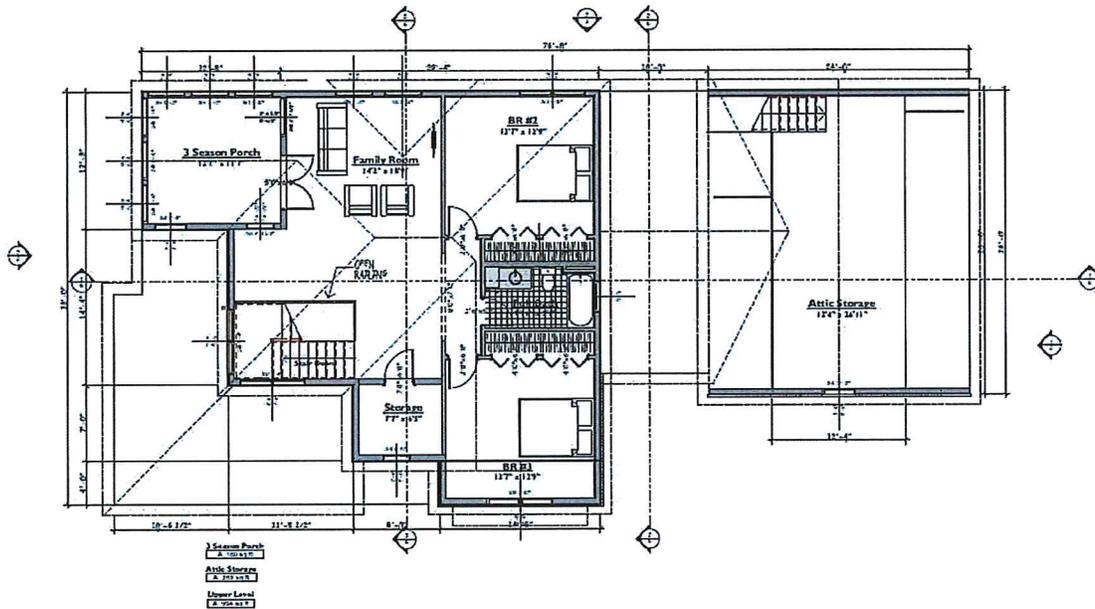
ADJACENT PROPERTY



LOWER LEVEL — ATTACHED GARAGE



UPPER LEVEL – ATTACHED GARAGE



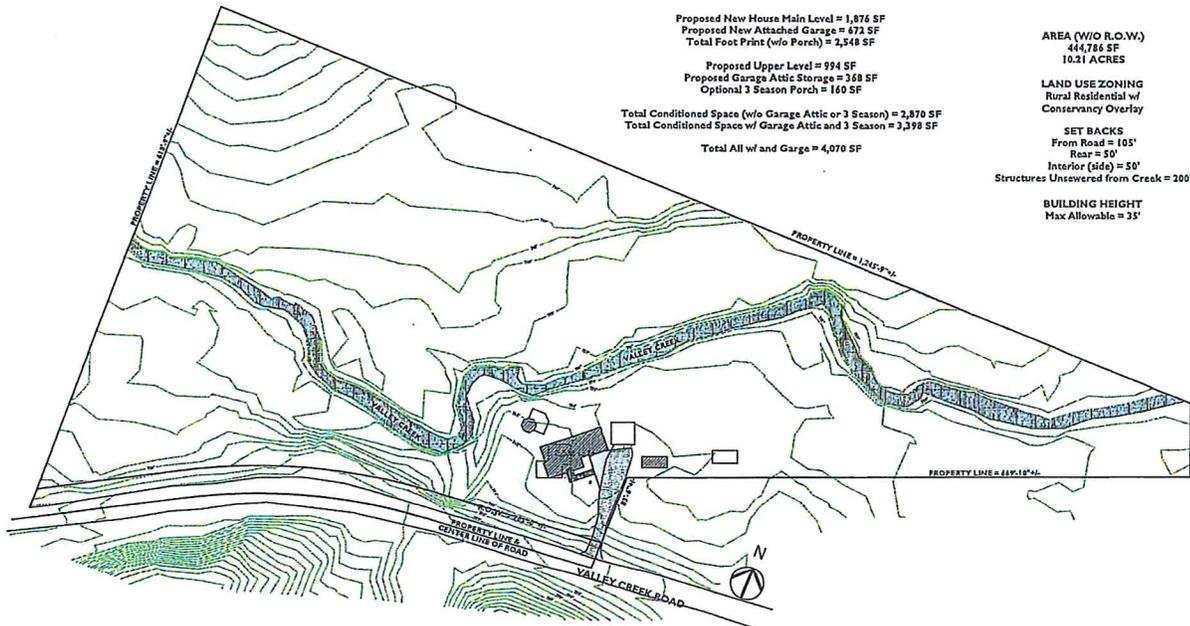
VIEW OF NEW HOUSE FROM ROAD



VIEW - FRONT OF NEW HOUSE



SCALE INDICATED BASED UPON PRINTED 24" X 36" (ARCHITECTURAL D) SHEET.



Proposed New House Main Level = 1,876 SF
 Proposed New Attached Garage = 672 SF
 Total Foot Print (w/o Porch) = 2,548 SF

Proposed Upper Level = 994 SF
 Proposed Garage Attic Storage = 368 SF
 Optional 3 Season Porch = 160 SF

Total Conditioned Space (w/o Garage Attic or 3 Season) = 2,870 SF
 Total Conditioned Space w/ Garage Attic and 3 Season = 3,398 SF

Total All w/ and Garge = 4,070 SF

AREA (W/O R.O.W.)
 444,786 SF
 10.21 ACRES

LAND USE ZONING
 Rural Residential w/
 Conservancy Overlay

SET BACKS
 From Road = 105'
 Rear = 50'
 Interior (side) = 50'
 Structures Unsewered from Creek = 200'

BUILDING HEIGHT
 Max Allowable = 35'



411 S. 7th St. Suite 200, NE
 East Peoria, IL 61624
 Phone:
 815-632-1116
 Email:
 info@michaelthomas.com
 Web:
 www.michaelthomas.com

Project No:
 1154
 Date Last Revised:
 10/25/11, 10/26/11, 11/27/11,
 01/23/12, 01/24/12, 01/24/12,
 01/25/12, 01/26/12, 01/26/12,
 05/1/12
 File Name:
 1154 Ken & Heidi Brooks 01/24/12
 11/27/12.dwg
 Drawn By:
 mh

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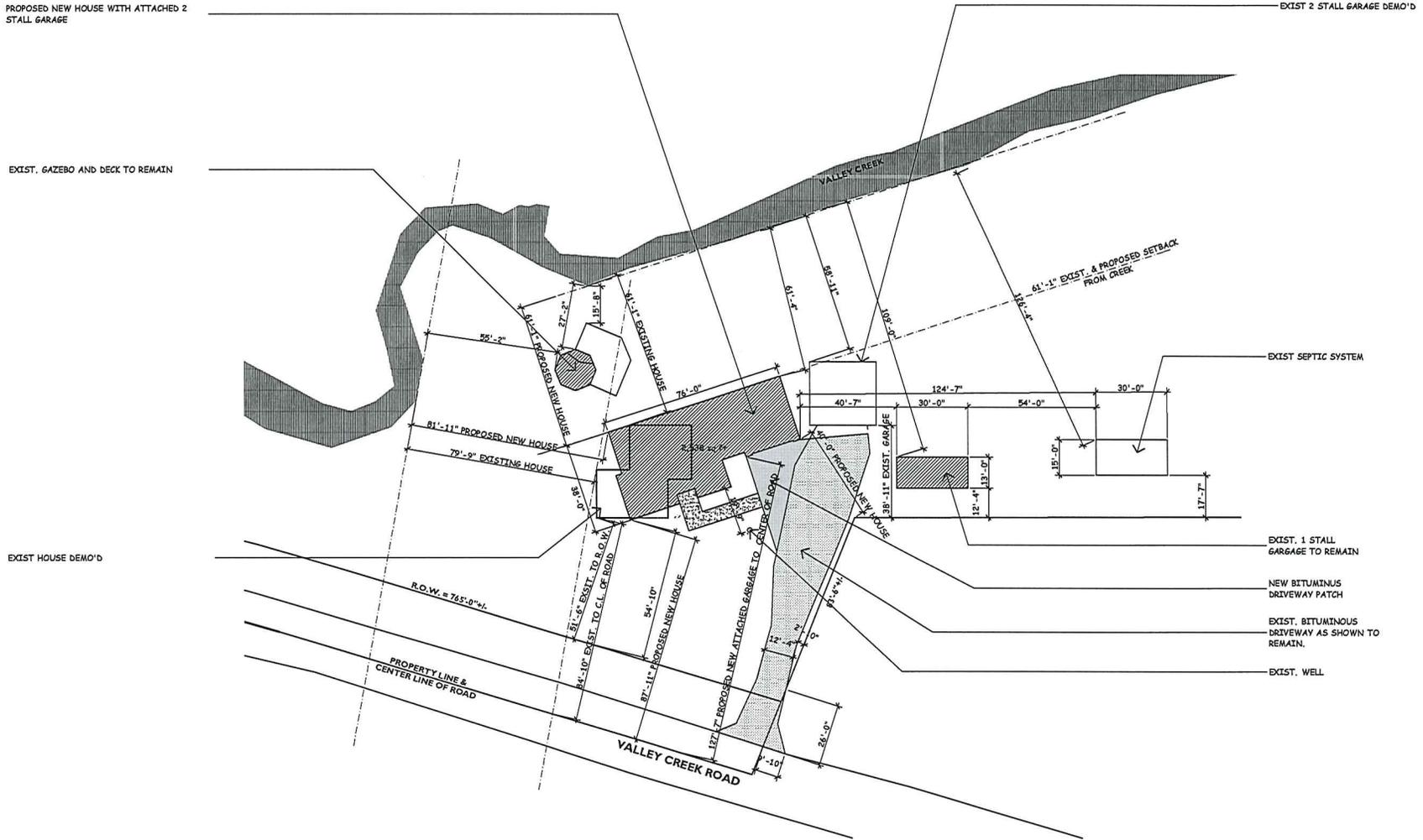
PRELIMINARY
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 Ken & Heidi Brooks Architects, LLC. All rights reserved.

New House
 Ken & Heidi Brooks
 -14186 Valley Creek Trail
 Afton, MN 55001

1 Site Plan - Overall
 SCALE 1" = 32'

0.1

SCALE INDICATED BASED UPON PRINTED 24" X 36" (ARCHITECTURAL D) SHEET.



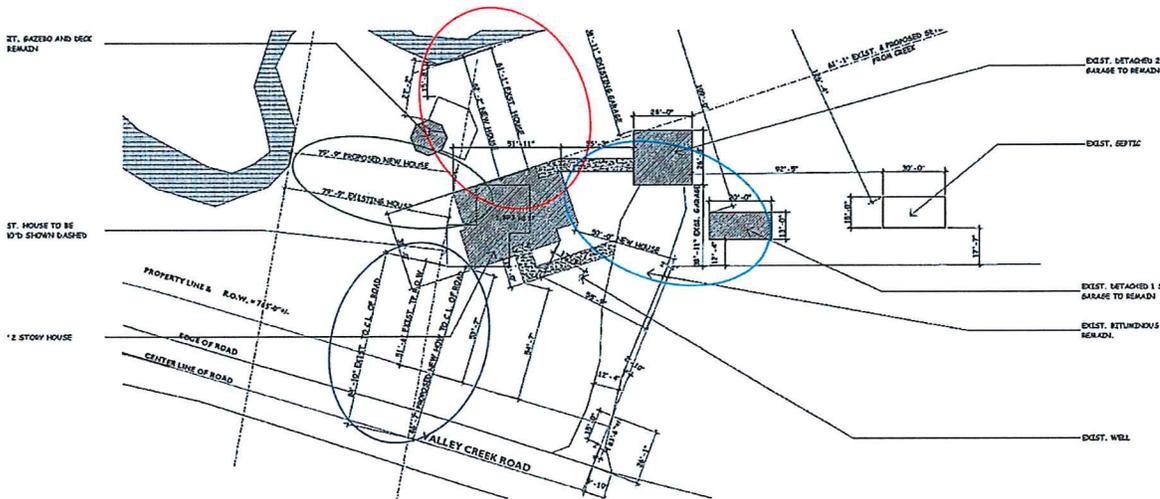
1 Site Plan - Enlarged
SCALE 1" = 20'

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New House
Ken & Heidi Brooks
-14186 Valley Creek Trail
Afton, MN 55001

DETACHED GARAGE PLAN

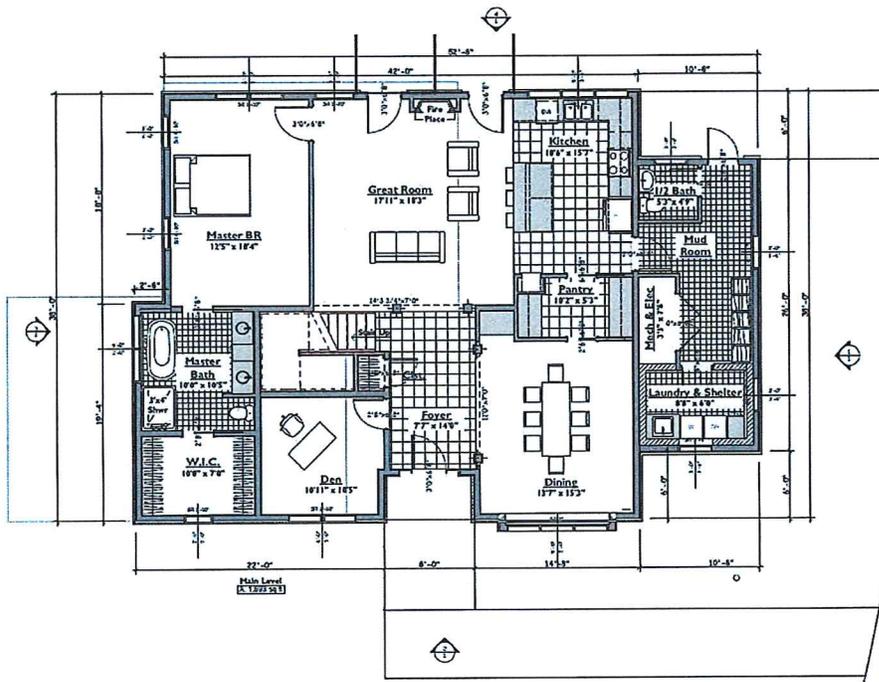
✓ All Proposed Setbacks are equal to or greater than existing setbacks



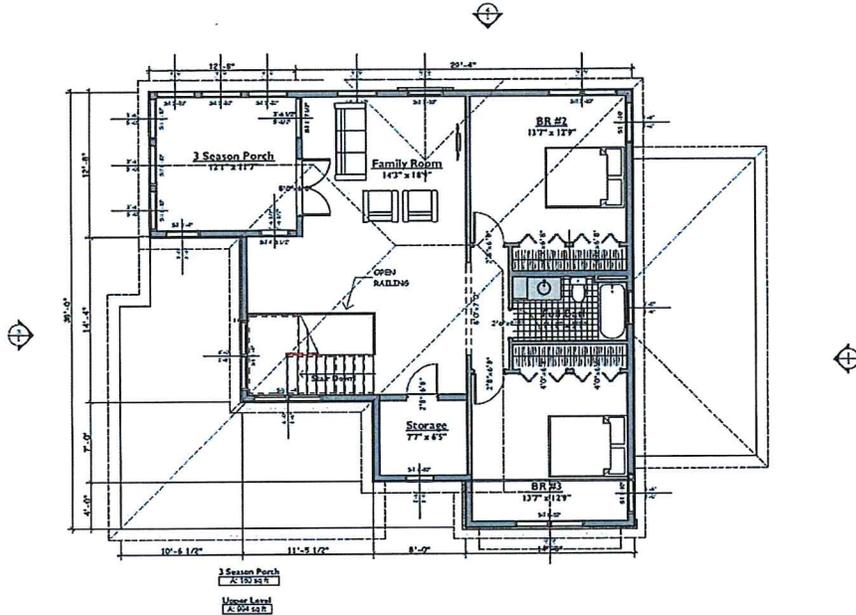
West Setback House to Creek:	<ul style="list-style-type: none"> • Current = 79'-9"; • Proposed = 79'-9"
North Setback House to Creek:	<ul style="list-style-type: none"> • Current = 61'-1"; • Proposed = 62'-1"
South Setback to Center of Road	<ul style="list-style-type: none"> • Current = 84'-10" • Proposed = 86'-7"
East Setback to Property Line	<ul style="list-style-type: none"> • Current = 38'-11" (to garage) • Proposed = 50'-0" (to house)
House Height	<ul style="list-style-type: none"> • Current = 17'-0" • Proposed = 27'-0"
House Footprint	<ul style="list-style-type: none"> • Existing = 900 Sq. Ft. • Proposed = 1,893 Sq. Ft.



LOWER LEVEL — DETACHED GARAGE



UPPER LEVEL – DETACHED GARAGE



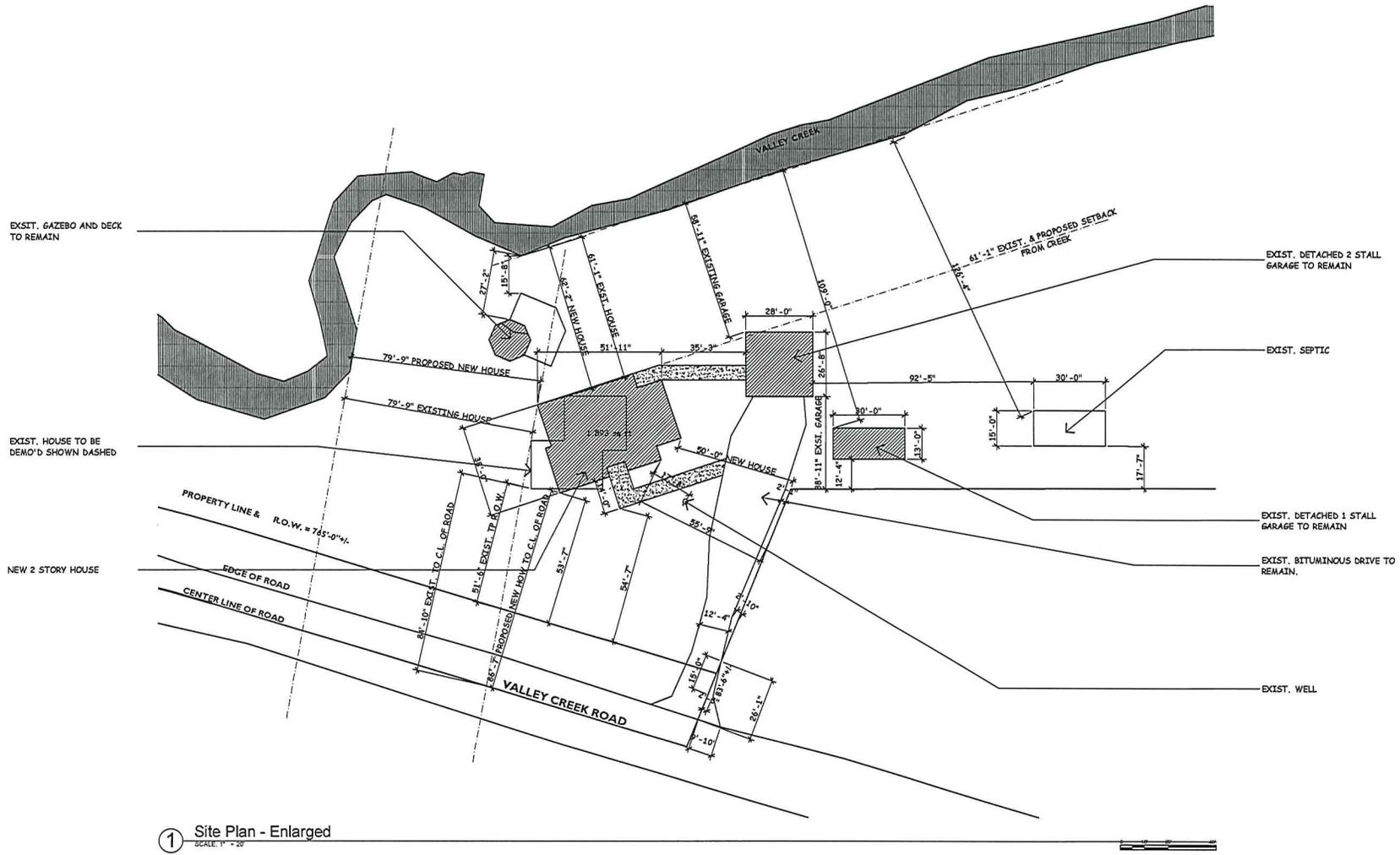
Upper Level



DETACHED GARAGE VIEW FROM ROAD



SCALE INDICATED BASED UPON PRINTED 24" X 36" (ARCHITECTURAL D) SHEET.



1 Site Plan - Enlarged
SCALE: 1" = 20'



418 S. Tri Oak Circle NE
East Bethel, MN 55092
Phone
651-245-2346
Email
mthallc2520@gmail.com
Web
michaelthomasarchitect.com

Project No:
19004
Date Last Revised:
10-27-19, 11-06-19, 11-17-19,
01-02-20, 01-22-20, 01-24-20,
01-27-20, 02-08-20, 02-17-20,
02-18-20, 02-24-20
File Name:
19004 Brooks House no
garage 02-24-20.pln
Drawn By:
mjt

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PRELIMINARY
DO NOT USE FOR CONSTRUCTION
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New House
Ken & Heidi Brooks
-14186 Valley Creek Trail
Afton, MN 55001

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

Meeting Date March 17, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Mourse, City Administrator
Date: March 10, 2020
Re: Short Term Home Rentals Ordinance – **Ordinance 03-2020**

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

The Council's prior feedback included concerns about allowing non-homesteaded parcels to be used for short term rentals and concerns regarding the greater potential for negative impacts with an absentee landlord.

Planning Commission Recommendation

Upon the completion of the public hearing, the Planning Commission discussed the ordinance and recommended the adoption of the ordinance with the following three additional revisions.

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

The revisions are listed below and are also highlighted in the ordinance.

1. *Number of guests.* The maximum number of guests will be limited to two times the number of bedrooms, or sleeping areas, plus one **two guests. Children under the age of 12 are excluded from the calculation of number of guests.**
2. The applicant must submit a floor plan of the residence drawn to scale identifying which rooms are proposed to be used as guest bedrooms or sleeping areas. **The number of bedrooms in the application must match the number of bedrooms reflected in the County's property tax records.**
3. Suspension or revocation:

The licensee has advertised the property in a way that conflicts with any limitation of this ordinance.

COUNCIL ACTION REQUESTED:

Motion regarding the adoption of Ordinance 03-2020 regarding short term home rentals.

ORDINANCE 03-2020

CITY OF AFTON

WASHINGTON COUNTY, MINNESOTA

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

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

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

Sec. 12-232. Short-Term Home Rentals

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

B. Purpose. The City of Afton has adopted this ordinance for the purpose of allowing short-term home rentals consistent with Rural Residential, Agricultural and Village Historic Site zone uses where appropriate while mitigating impacts upon surrounding properties by implementing balanced regulations, and to protect the general public health, safety and welfare.

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

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

City. City of Afton.

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

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

Guest. A person who is registered as staying at the property as part of a short term home rental

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

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

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

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

residence.

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

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

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

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

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

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

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

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

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

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

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

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

Type A - Short term home rentals in a homesteaded property with less than 14 days of rentals

per year. Type A short term home rental does not require a license, but must operate in accordance with the applicable performance standards in this section.

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

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

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

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

1. *Parking.*

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

2. *Length of guest stay.* The minimum length of stay is one day. The maximum length of stay is 30 days.

3. *Number of guests.* The maximum number of guests will be limited to two times the number of bedrooms, ~~or sleeping areas~~, plus one **two guests. Children under the age of 12 are excluded from the calculation of number of guests.**

4. *Annual water testing.* The licensee for Type B, C, and D short term rentals shall test the water serving the dwelling for coliform bacteria, nitrates and lead on an annual basis, and the water must meet health-based standards for these items.

5. *Guest records.* The licensee for Type C and D short term rentals must keep a guest record including the name, address, phone number, and vehicle license plate information for all guests and must provide this information in a report to the city upon 48 hours' notice, if requested by the City. The request for a report will include how and to whom the report shall be provided.

6. *Manager information.* For Type C and D short term home rentals, the licensee must provide the name, phone number and address of the owner, operating lessee or managing agent/representative to the City, along with mailing labels for all property owners within 150 of the property lines. The City will then send the information to the adjacent property owners. The licensee shall provide any changes to this information, along with additional mailing labels, to the City Clerk within ten days of any such changes. The City Clerk will then send the information to the adjacent property owners.

7. *Guest disclosures.* The licensee must disclose in writing to their guests the following rules and regulations and must submit a copy of the disclosure to the city with the license application and renewal applications. In addition, the disclosures must be conspicuously displayed in the home. The disclosures must include the following:

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

I. Required health and safety inspections.

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

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

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

The applicant must submit a site plan of the property drawn to scale, showing parking and

driveways, all structures and outdoor recreational areas that guests will be allowed to use, including, but not limited to, deck/patio, barbeque grill, recreational fire, or sauna.

The applicant must submit a floor plan of the residence drawn to scale identifying which rooms are proposed to be used as guest bedrooms or sleeping areas. **The number of bedrooms in the application must match the number of bedrooms reflected in the County's property tax records.**

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

L. *Enforcement.*

1. *Injunctive relief.* In the event of a violation or threatened violation of this ordinance, the city, in addition to other remedies, is entitled to seek injunctive relief or proceedings to prevent, restrain, correct or abate such violations or threatened violations.
2. *Misdemeanor.* The penalty for a violation of this ordinance shall be a misdemeanor.
3. *Fines.* In addition to penalty provisions in (1) and (2) above, the administrative fines for violations of this section shall be as established by the city council in the annual fee schedule.
4. *Suspension or revocation.* Any short term home rental license may be suspended or revoked for one or more of the following reasons upon notice and the provision of an opportunity for hearing for good cause,
 - a. Violation of, or noncompliance with, any license requirement or standard, or any applicable law, statute or ordinance
 - b. It is the third substantiated and relevant complaint within a 12-month period.
 - c. The licensee has failed to pay all of the appropriate fees related to the license, or is delinquent on any other city fees;
 - d. The licensee has made fraudulent statements, misrepresentations, not fully disclosed information or made false statements in the application for or in the course of the licensee's business;
 - e. The licensee has been convicted of any crime or offense in the previous five years involving or relating to the short term home rental business and the licensee has failed to show competent evidence of sufficient rehabilitation and present fitness to perform the duties of the business;
 - f. The licensee has acted in an unauthorized manner or beyond the scope of the license granted.
 - g. **The licensee has advertised the property in a way that conflicts with any limitation of this ordinance.**
 - If a license is revoked, the owner is prohibited from making application for another license for any type of short-term home rental for a period of six months.
 - If a property is found to be providing short term home rentals without the required license, the owner shall be prohibited from using the property for short term home

rentals, or making application for a license for any type of short term home rental, for a period of two years, subject to the payment of any penalty fees.

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

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 17TH DAY OF MARCH, 2020.

SIGNED:

Bill Palmquist, Mayor

ATTEST:

Ronald J. Moorse, City Administrator

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

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

Meeting Date March 17, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members

From: Ron Moorse, City Administrator

Date: March 11, 2020

Re: Update Regarding the Development of a Schedule of Noncompliance Fees and Other Enforcement Tools

Planning Commissioner Roger Bowman surveyed a number of area cities regarding noncompliance fees and other enforcement tools. Commissioner Bowman obtained an administrative offenses ordinance from the City of Stillwater that could be beneficial in Afton. The administrative offense procedures provide an informal, cost effective and expeditious alternative to traditional criminal charges for violations of certain provisions. The Administrative offenses ordinance, along with a list of violations and related fines is attached. The City Attorney is in the process of reviewing the Administrative offenses ordinance. The Planning /commission will continue its work regarding noncompliance fees and enforcement tools.

COUNCIL ACTION REQUESTED:

No Action Required.

Sec. 22-12. - Administrative offenses.

Subd. 1. *Purpose* . Administrative offense procedures established pursuant to this section are intended to provide the public and the city with an informal, cost effective and expeditious alternative to traditional criminal charges for violations of certain ordinance provisions. The procedures are intended to be voluntary on the part of those who have been charged with administrative offenses. At any time prior to the payment of the administrative penalty, as is provided for hereafter, the individual may withdraw from participation in the procedures, in which event the city may bring criminal charges in accordance with the law. Likewise, the city at its discretion, may choose not to initiate an administrative offense and may bring criminal charges in the first instance. In the event a party participates in the administrative offense procedures but does not pay the monetary penalty which may be imposed, the city will seek to collect costs of the administrative offense procedures as part of a subsequent criminal sentence in the event the party is charged and is adjudicated guilty of the criminal violation.

Subd. 2. *Administrative offense defined* . An administrative offense is a violation of a provision of this Code and is subject to the administrative penalties set forth in the city's current fee schedule adopted by the city annually or from time to time by resolution enacted by the city council.

Subd. 3. *Notice* . Any officer of the Stillwater Police Department, or any other person employed by the city, authorized in writing by the city administrator and having authority to enforce this Code shall, upon determining that there has been a violation, notify the violator, or in the case of a vehicular violation, attach to the vehicle, a notice of the violation. Said notice shall set forth the nature, date and time of the violation, the name of the official issuing the notice and the amount of the scheduled penalty.

Subd. 4. *Payment* . Once such notice is given, the alleged violator may, within ten days of the time of issuance of the notice, pay the amount set forth on the Schedule of Penalties* for the violation. The penalty may be paid in person or by mail, and payment shall be deemed an admission of the violation.

Note— The Schedule of Penalties is set out in its entirety as in the city's current fee schedule resolution that is adopted annually by the city council.

Subd. 5. *Court appearance request* . Any person contesting an administrative offense, pursuant to this section may within ten days of the time of the issuance of the notice, request a court appearance. A person requesting a court appearance will be issued a citation/summons for the violation and a court date will be set. The administrative offense procedure will then terminate.

Subd. 6. *Failure to pay* . In the event a party charged with an administrative offense fails to pay the penalty within ten days, or request a court appearance within ten days, a misdemeanor or petty misdemeanor charge will be brought against the alleged violator in accordance with applicable city ordinances and state statutes. Upon issuance of the misdemeanor or petty misdemeanor charge, the administrative offense procedure shall terminate. If the penalty is paid in full within ten days, no similar charge may be brought by the City of Stillwater for the same incident.

Subd. 7. *Disposition of penalties* . All penalties collected by the Stillwater Police Department, pursuant to this section, shall be paid to the city's finance director and may be deposited in the city's general fund.

Subd. 8. *Offenses and penalties* . Offenses that may be charged as administrative offenses, and the penalties for such offenses, may be changed from time to time by resolution enacted by the city council. Copies of such resolutions shall be maintained in the city clerk's office.

Subd. 9. *Subsequent offenses* . In the event a party is charged with a third administrative offense within a 12-month period, administrative notice/penalty may not be issued and a misdemeanor or petty misdemeanor charge shall be brought against the alleged violator.

(Ord. No. 994, § 1, 5-6-08; Ord. No. 1105, § 1, 6-19-18)

Editor's note— Formerly § 22-11.

Sec. 58-1. - Authorized issuers.

Subd. 1. Except as otherwise provided by statute, only a peace officer and part-time peace officer, if permitted by law, may:

- (1) Ask a person receiving a citation to give a written promise to appear in court; or
- (2) Take a person into custody as permitted by Minn. Stat. § 629.34.

Subd. 2. The following city individuals may issue citations in lieu of arrest or continued detention for violation of this Code. Areas of jurisdiction will be contained in city policy as set forth in resolution form by the city council.

- (1) Peace officers and part-time peace officers;
- (2) Community service officers;
- (3) Zoning administrator;
- (4) Building inspector;
- (5) Fire inspection officers; and
- (6) Parking enforcement officers.

(Code 1980, § 58.01)

Parking Violations:	<u>Fee</u>
Any violation not preceded by another parking violation the prior 90 days	\$25
Any violation preceded by one parking violation within prior 90 days	\$20
Any violation preceded by two parking violations within prior 90 days	\$30
Added to fine if not paid within 10 business days of issuance	\$25

IX. POLICE FEES:	<u>Fee</u>
Administrative Citation Fees (see attached)	
Audio Copy	\$15
Bicycle License	\$1
Dog Impound	\$50
Resident and Non-Resident Dog Licenses - per year	\$10
Resident and Non-Resident Dog Licenses Replacement Tag	\$5
Dog – Potentially Dangerous	\$50
Dog – Dangerous	\$200
In-house statistical computer run	\$25
Kennel	\$250
Peddler Background Check per each individual or representative	\$15
Police Reports	\$0
Special vehicle license	\$100
State Accident Reports	\$0
Video Copy	\$40
Police Services that DO NOT fall under Events	
Off-Duty Police Officers (paid directly to Officers)	\$50 per hr. 3 hour Minimum
Police Reserves (paid directly to Reserves)	\$20 per hr. 3 hour Minimum

X. VIOLATIONS:	<u>Fine</u>	<u>Stillwater City Code</u>
Administrative Citations		
Animal – Wild or Dangerous Dog	\$200	Sec. 27-2
Animal violations	\$50	Sec. 27-1-5
Automobile fenders	\$60	Minn. Stat. §169.734
Auxiliary lights	\$60	Minn. Stat. §169.56
Bee Keeping Violations	\$50	Sec. 27-3
Brakes	\$60	Minn. Stat. §169.67
Building Demolition Violations	\$100/day	Sec. 34-8
Bumpers, safeguards	\$60	Minn. Stat. §169.73
Certain lights permitted on old motor vehicles	\$60	Minn. Stat. §169.62
Chicken Keeping Violations	\$50	Sec. 31-514 (6)
Clearance and marker lamps	\$60	Minn. Stat. §169.51
Composite beam	\$60	Minn. Stat. §169.61
Conducted on licensed premises/disorderly conduct, disorderly house, alcohol, etc.	\$50	Sec. 43-1 Minn. Stat. §609.72
Curfew	\$50	52-11
Disposal of Flammable Waste into Sewer System	\$100/day	Sec. 29-8
Disposal of Liquid Waste into Sewer System	\$100/day	Sec. 29-7
Distribution of light	\$60	Minn. Stat. §169.60
Disturbing the peace	\$150	Sec. 52-1
Electronic sound system/audio equipment	\$100	Sec. 38-3

	<u>Fine</u>	<u>Stillwater City Code</u>
Fail to stop at a stop sign/line	\$60	Minn. Stat. §169.30(b)
Failure to obtain a license/registration (contractor, peddler, permit to consume (in parks), towing, seasonal outdoor sales, or short term home rental)	\$25/day	Sec. 41-1, 41-4(3); 48-4; 41-6; 41-7, 41-8(3)
Failure to obtain a Liquor or Tobacco License	\$100/day	Sec. 41-2 (3)
Flares, flags, or reflectors required	\$60	Minn. Stat. §169.75
Garbage & Rubbish – Failure to abide Ordinance	\$25/day	Sec. 30-1-5
Garbage & Rubbish – Improper Storage	\$25/day	Sec. 30-1-5
Headlamps	\$60	Minn. Stat. §169.49
Horn, siren	\$60	Minn. Stat. §169.68
Identification lamps	\$60	Minn. Stat. §169.58
Lights for parked vehicles	\$60	Minn. Stat. §169.53
Lights on all vehicles	\$60	Minn. Stat. §169.55
Method of parking	\$50	Sec. 51-2
Motor vehicle noise limits	\$60	Minn. Stat. §169.693
Muffler	\$60	Minn. Stat. §169.69
Noise, noisy parties or gatherings	\$100	Sec. 38-2
Number of lamps	\$60	Minn. Stat. §169.63
Open burning or leaves	\$100	Sec. 23-1, subd. 10
Possession of alcohol in public	\$75	Sec. 52-15
Prohibited lights; exceptions	\$60	Minn. Stat. §169.64
Prohibition; operating automobile with unsafe tires	\$60	Minn. Stat. §169.724
Projecting load; light or flag	\$60	Minn. Stat. §169.52
Public nuisance defined	\$75	Sec. 38-1, subd. 2
Public nuisances affecting health	\$75	Sec. 38-1, subd. 2(1)
Public nuisances affecting peace and safety	\$75	Sec. 38-1, subd. 2(2)
Public parks: hours of operation, permitted activities	\$50	Sec. 48-5
Public parks: prohibited acts	\$50	Sec. 48-2
Public urination (Ordinance 1065 – 05/06/2014)	\$50	Sec. 52-18
Rear lamps	\$60	Minn. Stat. §169.50
Rearview mirror	\$60	Minn. Stat. §169.70
Recreational vehicles violation	\$50	Sec. 51-7
Roller skates; skateboards	\$50	Sec. 51-8
Safety glass	\$60	Minn. Stat. §169.74
Short Term Home Rental 1 st Verified Complaint	\$250	Sec. 41-8
Short Term Home Rental 2 nd Verified Complaint	\$1,000	Sec. 41-8
Short Term Home Rental 3 rd Verified Complaint	\$2,000	Sec. 41-8
Sign violations	\$75	Sec. 31-509
Slow-moving vehicle, sign required	\$60	Minn. Stat. §169.522
Snowmobiles	\$70	Sec. 51-6
Special & Conditional Use Permit Violations	\$250/day	Sec. 31-207
Specifications for lighting and other devices	\$60	Minn. Stat. §169.65
Speeding (1—9 mph over limit)	\$60	Minn. Stat. §169.14
State Building Code Violations	\$100/day	Sec. 33-1-4
Subdivision Ordinance Violations	\$100	Sec. 32-1
Swimming Pool Violations	\$100/day	Sec. 33-2
Tire surface; metal studs	\$60	Minn. Stat. §169.72

Unreasonable acceleration /exhibition of speed	\$60	Sec. 51-3 (2)
Vehicle signals	\$60	Minn. Stat. §169.57
Warning lights	\$60	Minn. Stat. §169.59
Wheel flaps on truck and trailer	\$60	Minn. Stat. §169.733
Windshield	\$60	Minn. Stat. §169.71
Winter parking; snow emergencies	\$50	Sec. 51-5
Zoning Ordinance Violations	\$100/day	Sec. 30-102

Alcohol or Gambling Violations *Look back period for multiple offenses is no more than 5 years

	1st Offense	2nd Offense	3rd Offense*	4th Offense
After hours display or consumption of alcoholic beverages	3 day Suspension	6 day Suspension	9 day Suspension	Revocation
After hours sales of alcoholic beverages	3 day Suspension	6 day Suspension	9 day Suspension	Revocation
Commission of a felony related to the licensed activity	Revocation	N/A	N/A	N/A
Failure to take reasonable steps to stop person from leaving premises with alcoholic beverages	3 day Suspension	6 day Suspension	9 day Suspension	Revocation
Illegal gambling on premises	3 day Suspension	6 day Suspension	9 day Suspension	Revocation
Refusal to allow City Inspectors or Police admission to inspect premises	5 day Suspension	15 day Suspension	Revocation	N/A
Sale of Alcoholic Beverages while license is under suspension	Revocation	N/A	N/A	N/A
Sale/purchase of alcoholic beverages to/by underage person	\$500	\$750 + 3 day Suspension	\$1,000 + 9 day Suspension	Revocation
Sales of alcoholic beverage to obviously intoxicated person	\$500	\$750 + 3 day Suspension	\$1,000 + 9 day Suspension	Revocation

Tobacco Violations *Same licensed premises within 24 month period.

	1st Offense	2nd Offense*	3rd Offense*
Refusal to allow City Inspectors & Police admission to inspect premises	\$75	\$200	\$250 and Revocation
Sale/purchase to/by underage person	\$75	\$200	\$250 and Revocation
Unlawful Self Service Sale	\$75	\$200	\$250 and Revocation
Unlawful Vending Machine	\$75	\$200	\$250 and Revocation
All other tobacco violations	\$75	\$200	\$250 and Revocation

XI. ST. CROIX VALLEY RECREATION CENTER RATES:

Hourly Rates:	Prime Time	Non-Prime Time	Summer Ice
Rec Center Ice	\$215/hour	\$165/hour	\$165/hour
Lily Lake Ice	\$210/hour	\$165/hour	\$165/hour
Full Field Hours	\$310/hour	\$260/hour	\$165/hour
Half Field House	\$210/hour	\$190/hour	\$165/hour
Outdoor Field	\$20/hour	\$20/hour	\$20/hour
Other Rates:			
Open Skating	\$5/child	\$6/adult	
Open Field	\$5/child	\$6/adult	



Memorandum

To: Honorable Mayor and City Council, City of Afton
From: Nick Guilliams, City Engineer
Sue Polka, Senior Project Engineer
Date: March 17, 2020
Re: March Engineering Staff Report

1. River Road Sanitary Sewer Services

Capra's Utilities has substantially completed the installation of the sanitary sewer services to 4102 and 4202 River Road. Turf restoration will take place as weather allows. Attached is Pay Voucher #1 for the completed work in the amount of \$53,076.38. This amount reflects 1% retainage as per the agreement.

Action: Recommend approval of Pay Voucher #1 in the amount of \$53,076.38.

2. River Road Sanitary Sewer

At the February 18th meeting, the City Council awarded a contract for the River Road Sanitary Sewer project to Geislinger & Sons in the amount of \$344,150.00. To date, Geislinger & Sons has returned the executed agreement, bonds and insurance documentation.

3. 2020 Street Improvement Project

WSB has completed plans and specifications for the 2020 Street Improvement Project. The bid opening date is currently scheduled for April 1st. Due to budget constraints, we have broken the project out into base bid and alternates as follows:

ITEM	Engineer's Estimate*
Base Bid – 30 th Street and Division	\$892,683.75
Alternate 1 – 30 th Street Culvert	\$377,405.70
Alternate 2 – 8 th Street & 8 th Court	\$379,223.25
Alternate 3 – Pasture Ridge Rd & Paradox End Ave.	\$258,331.50
TOTAL	\$1,907,644.20

*Includes 5% contingency

WSB's fee for construction administration and observation will range from an estimated \$50,000 - \$100,000 depending on the scope of the contract that is awarded.

If you have any questions, please contact me at 612-419-3589 or nquilliams@wsbeng.com or Sue at 612-246-6142 or spolka@wsbeng.com

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



CITY OF AFTON

3033 St. Croix Trail
Afton, MN 55001

Project 014030-000 - River Road Sanitary Sewer Services

Pay Voucher No. 1

Contractor: Capra's Utilities
2340 Leibel Street
White Bear Lake, MN 55110

City Project No. NA
For Period: 2/10/2020 - 02/28/2020

Contract Amounts	
Original Contract	\$ 56,900.00
Contract Changes	\$ -
Revised Contract	\$ 56,900.00
Work Certified to Date	
Base Bid Items	\$ 53,612.50
Backsheet	0
Change Order	0
Supplemental Agreement	0
Work Order	0
Material on Hand	0
Total	\$ 53,612.50

Work Certified This Pay Voucher	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid This Pay Voucher	Total Amount Paid to Date
\$ 53,612.50	\$ 53,612.50	\$ 536.12	0	\$ 53,076.38	\$ 53,076.38
Percent retained			1%		
Amount Paid This Pay Voucher			\$ 53,076.38		

This is to certify that the items of work shown in this certificate of Pay Voucher have been actually furnished for the work comprising the above mentioned projects in accordance with the plans and specifications heretofore approved.

Approved By: WSB

Susan Polke
Project Engineer

Date

Approved By: City of Afton

City of Afton

Date

Approved By: Capra's Utilities

Mike J Capra
Contractor

3/10/2020

Date

DETAIL SHEET

Pay Voucher No. 1
2/10/2020 - 02/28/2020

OWNER:
CITY OF AFTON

CONTRACTOR:
Capra's Utilities

Project 014030-000 - River Road Sanitary Sewer Services									
#	Item	Units	Contract Qty	Unit Price	Contract Amount	Quantity This Pay Voucher	Amount This Pay Voucher	Quantity to Date	Amount to Date
1	4" PVC SEWER SERVICE	LF	415	\$48.00	\$19,920.00	415	\$ 19,920.00	415	\$ 19,920.00
2	4" CLEAN OUT	EACH	3	\$100.00	\$300.00	3	\$ 300.00	3	\$ 300.00
3	CONNECT TO EXIST. MH	EACH	2	\$2,500.00	\$5,000.00	2	\$ 5,000.00	2	\$ 5,000.00
4	ROCK EXCAVATION/REMOVAL	CY	225	\$95.00	\$21,375.00	242.5	\$ 23,037.50	242.5	\$ 23,037.50
5	ROAD RESTORATION (TEMP)	SY	330	\$13.50	\$4,455.00	330	\$ 4,455.00	330	\$ 4,455.00
7	REMOVE AND REPLACE BITUMINOUS DRIVEWAY	SY	20	\$60.00	\$1,200.00	0	\$ -	0	\$ -
8	REMOVE AND REPLACE GRAVEL DRIVEWAY	SY	25	\$12.00	\$300.00	0	\$ -	0	\$ -
9	SALVAGE AND REINSTALL MAILBOXES	EACH	2	\$100.00	\$200.00	0	\$ -	0	\$ -
10	RESTORE DISTURBED GREEN AREAS (TEMP)	SY	250	\$4.00	\$1,000.00	0	\$ -	0	\$ -
11	RESTORE DISTURBED GREEN AREAS (FINAL)	SY	250	\$9.00	\$2,250.00	0	\$ -	0	\$ -
12	TRAFFIC CONTROL	LS	1	\$900.00	\$900.00	1	\$ 900.00	1	\$ 900.00

#	Item	Units	Contract Qty	Unit Price	Contract Amount	Quantity This Pay Voucher	Amount This Pay Voucher	Quantity to Date	Amount to Date
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TOTAL

\$56,900.00

\$ 53,612.50

\$ 53,612.50

AMOUNT EARNED THIS VOUCHER \$ 53,612.50

Capra's Utilities Inc.
2340 Leibel Street
White Bear Lake, MN 55110 US
(651)762-2500
mike@capras.com
www.capras.com



INVOICE

BILL TO

Sue Polka
City of Afton / WSB
Engineering

INVOICE # 5622

DATE 03/04/2020

DUE DATE 03/19/2020

TERMS Net 15

DESCRIPTION	AMOUNT
Install River Rd Sanitary Sewer services per contract and Alternate 2A	
Services	19,920.00
1) 4" PVC Sewer Service	
Services	300.00
2) 4" Clean outs	
Services	5,000.00
3) Connect to existing Manhole	
Services	23,037.50
4) Rock excavation / removal	
Services	4,455.00
5) Temporary Road Restoration	
Services	900.00
6) Traffic Control	

Per Minnesota Statute 514.011: a) Any person or company supplying labor or materials for this improvement to your property may file a lien against your property if that person or company is not paid for the contributions.

1 1/2% per month charge on past due accounts.

BALANCE DUE

\$53,612.50

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

Meeting Date March 17, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moose, City Administrator
Date: March 11, 2020
Re: Pay-Off of Downtown Project Temporary Bonds

The temporary bonds used to provide cash-flow for the Downtown Improvement Project are due to be paid off on April 1, 2020. The amount of the pay-off is \$1,995,345. Due to some planned revenues not to be received until after the April 1, 2020 date, the pay-off of the temporary bonds will require a short term internal loan of about \$590,000. This short term loan will be repaid through revenues received after April 1, and through the proceeds of a planned longer term bond issue that will include the pay-off of the internal loan, the cost of the River Road Sanitary Sewer Project and additional costs related to easement acquisitions for the Downtown Improvement Project.

The main source for the short term internal loan is the Special Revenue Fund, which has a balance of \$482,980. The other source is the Street Improvement Capital Fund, which has a balance of \$788,558.

COUNCIL ACTION REQUESTED:

Motion regarding the pay-off of the Downtown Improvement Project temporary bonds in the amount of \$1,995,345 using the current balance of \$1,271,118 in the Infrastructure fund, additional revenues to be received prior to April 1, and a temporary internal loan of \$590,000 from the Special Revenue Fund and the Street Capital Improvement Fund.

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

Meeting Date March 17, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members

From: Ron Moorse, City Administrator

Date: March 10, 2020

Re: Gehrke Property Exchange

At its February 18, 2020 meeting, the Council directed staff to layout a five-acre parcel on the City's wastewater treatment system property that includes the 3-acre triangle of land north of the gravel filter and two additional acres along Quant Avenue to the existing garage. A map showing this parcel is attached. Staff shared this map with Mr. Gehrke and met with him to discuss the layout and location. Mr. Gehrke expressed several concerns regarding the revised lot layout

Mr. Gehrke's Concerns

- The lot is irregularly shaped and is so narrow at its midpoint that the 3-acre portion to the north does not seem to be a beneficial part of the lot
- The lot now is much closer to the treatment system
- The lot is less-connected to the open space to the south and west
- Mr. Gehrke's son is an avid hunter, and was planning to hunt ducks and deer in the area near the open water. This area is no longer included in the lot.
- The value of the revised lot is substantially lower than the former lot
- Taxes on a 5-acre lot would be higher than the Gehrke's existing lot, but it would be difficult to use the northern 3 acres in a beneficial way
- The Gehrke's do not want a trail near their house.

Mr. Gehrke indicated the revised lot was much different than the original lot and he was shifting back to building on his current lot. He also indicated he wanted to talk with his son about the revised lot.

Staff Suggestions

Staff met again with Mr. Gehrke to clarify his key concerns and to suggest solutions to his concerns as follows:

- Clarified that the location of the house on the lot would still back-up to the open space area that would be placed under a conservation easement to be preserved in perpetuity.
- Suggested the three acre area to the north could be placed into a permanent easement for future City use and the City could take responsibility for the maintenance of the easement area. The permanent easement would have a significant impact on the tax valuation of the lot and would reduce the value of the lot in comparison to the value of the original 5-acre lot.
- Clarified that Katie Bloome, Executive Director of Belwin, had indicated Belwin is flexible regarding trail location, and that a trail connecting to Putnam Boulevard and to the broader Belwin property to the northwest is a long term goal that would not occur until well into the future, and there may be a number of potential options to make the connection. Katie also indicated that Belwin does not locate trails in close proximity to homes.
- Suggested the proposed lot could be revised to include a bit more open space property to the west. (See the attached map)

Key Elements of Mr. Gehrke's Continued Interest in the Property

Mr. Gehrke indicated the placement of a conservation easement over the open space property to the west would be an important element of his continued interest in the property. He also indicated he believed the value of the revised lot would not exceed the value of his current lot, and he would not be interested in paying more for the revised lot. Lastly, he indicated he would try to talk with his son regarding the revised lot prior to the Council meeting and let me know the results of that discussion.

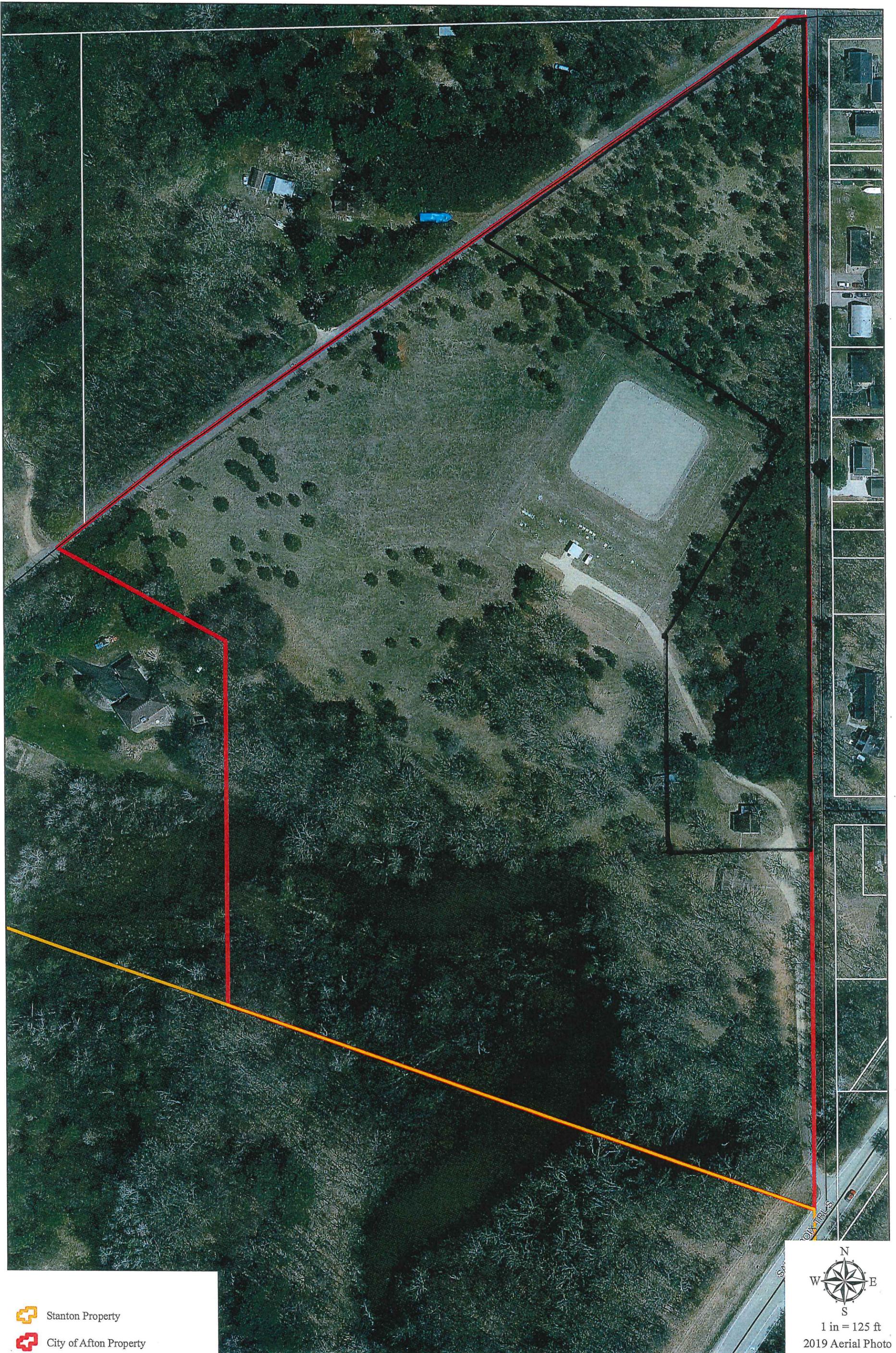
The Council may want to discuss staff's suggestions and the key elements of Mr. Gehrke's continued interest in the property.

COUNCIL ACTION REQUESTED:

Motion regarding the Gehrke land exchange.

Stanton PIN: 14.028.20.23.0001
City of Afton PIN: 14.028.20.22.0001

Revised 5-acre lot



 Stanton Property

 City of Afton Property



1 in = 125 ft
2019 Aerial Photo

Stanton PIN: 14.028.20.23.0001
City of Afton PIN: 14.028.20.22.0001

*Revised 5-acre lot
Additional Revision*



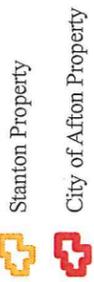
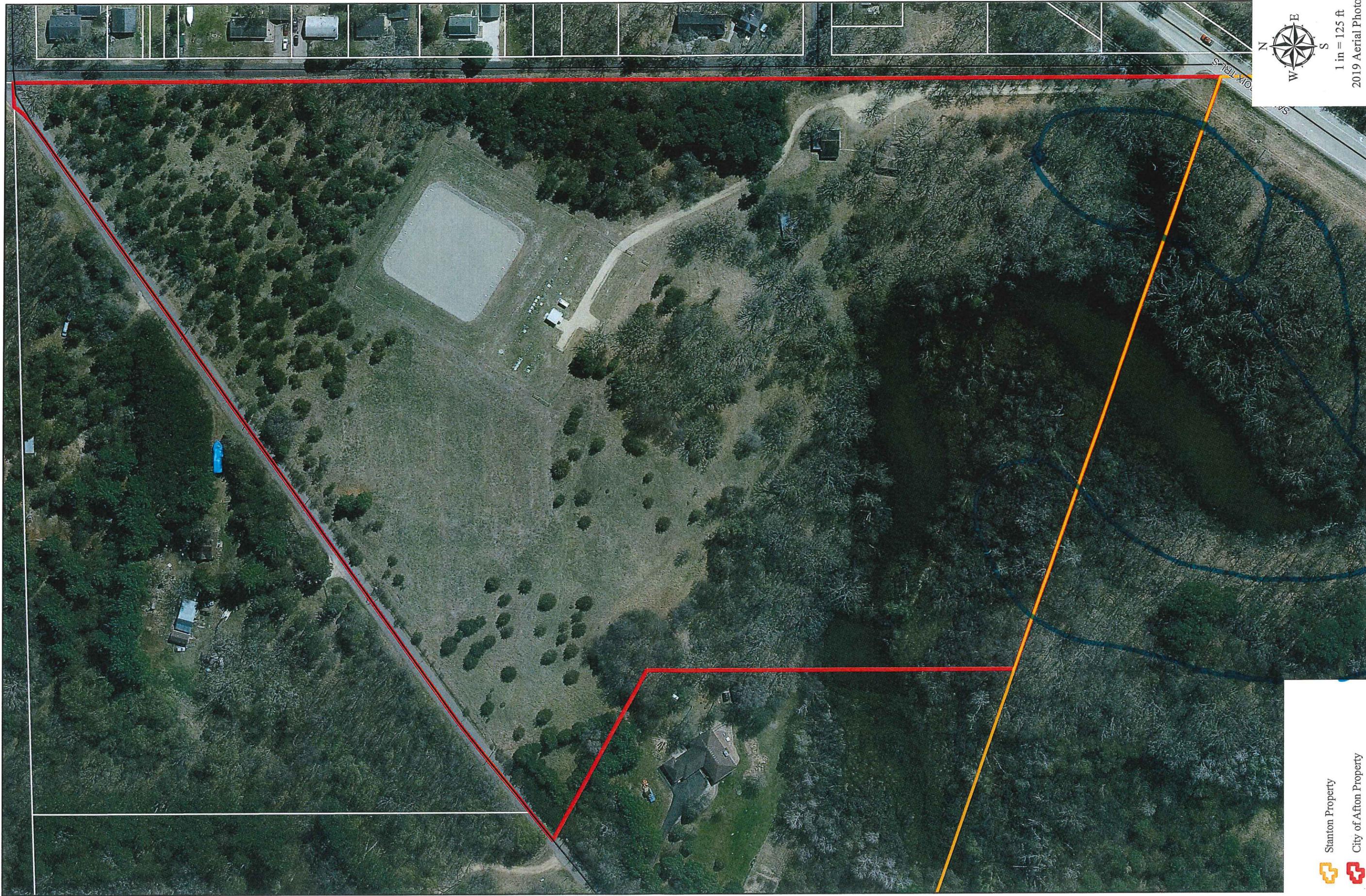
-  Stanton Property
-  City of Afton Property



1 in = 125 ft
2019 Aerial Photo

Trails

Stanton PIN: 14.028.20.23.0001
City of Afton PIN: 14.028.20.22.0001



1 in = 125 ft
2019 Aerial Photo

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

Meeting Date March 17, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorse, City Administrator
Date: March 11, 2020
Re: Fire Inspection Program

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

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

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

COUNCIL ACTION REQUESTED:

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



Fire Certificate of Occupancy

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

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

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

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

Sec. \$\$\$@. - Definitions.

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

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

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

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

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

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

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

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

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

Dwelling. A building that contains one-, two- or multiple dwelling units, intended or designed to be used, rented, leased, let or hired out to be occupied for living purposes.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Sec. #\$. - Certification process.

- (a) *Buildings and occupancies requiring a fire certificate of occupancy.*
- (1) A building or portion thereof which receives a certificate of occupancy from the city's building official upon completion of construction or major rehabilitation shall simultaneously receive a fire certificate of occupancy if their use or occupancy so requires.
 - (2) Buildings which have a change in use or occupancy and become subject to the fire certificate of occupancy requirement.
 - (3) One- and two-family dwellings which have a change in status from owner occupied to non-owner occupied or rental.
 - (4) Commercial buildings and residential occupancies which have current fire certificates of occupancy on or after January 1, 2020 shall be subject to the ongoing requirement to maintain a fire certificate of occupancy. These buildings shall be issued fire certificates of occupancy and shall be subject to periodic inspection based on the date of the building's last complete fire certificate of occupancy inspection, subject to the terms of this chapter.
 - (5) One- and two-unit rental dwellings which are currently registered and rental properties under the requirements of this code on January 1, 2020 shall receive provisional fire certificates of occupancy. These properties shall be issued fire certificates of occupancy upon the successful completion of a fire certificate of occupancy inspection.
 - (6) A building which has been registered as a vacant building under chapter # of the City Code that subsequently received a certificate of code compliance under section \$ of the Vacant Building Chapter shall be issued a fire certificate of occupancy concurrently with the certificate of code compliance, if their use or occupancy so requires.
- (b) *Information and application.* Owners of all buildings subject to the fire certificate occupancy requirement shall apply for a fire certificate of occupancy. The application shall include, at a minimum, the following information:
- (1) A description of the building;
 - (2) The name, address and twenty-four (24) hour telephone numbers of the owner(s);
 - (3) The name, address and telephone numbers of the property manager(s) or responsible party;
 - (4) Additional property and property management-related information as will promote effective enforcement of this chapter.
- (c) *Inspection.* Prior to obtaining a fire certificate of occupancy, all buildings shall obtain a safety code inspection to determine whether the building is in compliance with all safety codes. Dwelling units occupied by an owner shall be exempted from this requirement if the residence contains three (3) or more dwelling units. Properties occupied by an owner shall be exempted from this requirement if the residence contains one (1) or two (2) dwelling units. For the purposes of this section, the word "owner" means a natural person, and does not include a corporation, partnership or other entity.
- (d) *Issuance.* Upon a finding of no violations of the provisions of state and local safety codes, the Lower St. Croix Valley Fire Department shall issue a fire certificate of occupancy that shall contain the following:
- (1) The type of occupancy, including number of dwelling, rooming or guest units;
 - (2) The address of the building;
 - (3) The name and address of the owner(s) and property manager(s) or responsible party;
 - (4) A description of that portion of the building for which the certificate is issued; and

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

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

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

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

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

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

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

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

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

Sec. ###@. - Inspections.

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

Sec. ###@. - Regulations.

- (a) *Notice by owner .*

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

Sec. #@@@. - Fees.

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

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

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

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

Sec. 40.11. - Collection of unpaid fees.

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

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

(1) *Written notice.*

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

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

Sec. #@#@. - Illegal occupancy.

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

Sec. #@#@. - Penalty.

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

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

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

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

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

ORDINANCE 04-2020

CITY OF AFTON

WASHINGTON COUNTY, MINNESOTA

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

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

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

Article V. Fire inspections of Commercial Buildings

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

B. *Purpose.* The City of Afton has adopted this ordinance for the purpose of requiring fire inspections of all commercial buildings to protect the general public health, safety and welfare.

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

City. City of Afton.

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

Fire Inspection. The fire code official is authorized, in conformity with this chapter, to inspect all commercial buildings. The inspection may include the building, the land upon which it is located and accessory uses or structures. All inspections authorized by this chapter shall be limited to those which are done for the purpose of seeking compliance with applicable safety codes, and shall take place only at reasonable hours or as may otherwise be agreed upon by the owner and the fire code official.

Fire Code Official. The authority specifically designated by ordinance or regulation which is charged with the administration and enforcement of the fire code. For the purposes of this chapter the fire code official is the Fire Marshal and his or her designees. The fire code official shall include any enforcement officer under his or her supervision or direction. The Fire Chief shall ensure that any designees under this provision are competent by virtue of certification as a fire inspector, training or experience in fire prevention inspections and enforcement.

D. Fire Inspection Program. The City shall work with the local Fire Department regarding a fire inspection program to include periodic fire inspections and follow up inspections to seek compliance with applicable safety codes.

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

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 17TH DAY OF MARCH, 2020.

SIGNED:

Bill Palmquist, Mayor

ATTEST:

Ronald J. Moore, City Administrator

Motion by:

Second by:

Perkins:

Wroblewski:

Ross:

Nelson:

Palmquist:

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

Meeting Date March 17, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members

From: Ron Moorse, City Administrator

Date: March 11, 2020

Re: St. Croix Utility Box Mural Project

The Council has requested that Fizie Heimdahl, who coordinates the St. Croix Utility Box Mural Project, attend the March 17 Council meeting to provide additional information regarding the Project, including the longevity of the murals, whether there will be additional funding available in the future to replace murals as needed, and the amount of funding necessary from the City for one mural. Mr. Heimdahl will attend the Council meeting and is on the agenda under Reports and Presentations.

COUNCIL ACTION REQUESTED:

Motion regarding the City's participation in the St. Croix Utility Box Mural Project.

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

Meeting Date March 17, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members
 From: Ron Moorse, City Administrator
 Date: March 11, 2020
 Re: 2020 Pay Adjustments

General Pay Adjustments

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

Survey of Metro Area City Pay Adjustments for 2020

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

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

City Administrator Pay Adjustment

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

Council Action Requested

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

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

Meeting Date March 17, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorse, City Administrator
Date: March 10, 2020
Re: 50th Street and St. Croix Trail Ditch Improvement

The ditch at 50th Street and St. Croix Trail has developed a large depression directly adjacent to the road. There is no guard rail between the road and the ditch. This is a potentially dangerous situation, particularly when the road is icy. It is recommended that the Public Works Committee work with Washington County to determine a solution to the safety issue.

COUNCIL ACTION REQUESTED:

Motion regarding referring the 50th Street and St. Croix Trail ditch safety issue to the Public Works Committee to determine a solution.

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

Meeting Date March 17, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorse, City Administrator
Date: March 10, 2020
Re: Acquisition of a Used SkidSteer Loader from the DNR

The DNR has a program through which cities and other governmental units can acquire a used and reconditioned skidsteer loader at a cost of \$4,500. Public Works has a need for a skidsteer loader periodically to accomplish projects more efficiently than with its current equipment.. In addition, Tri County Services charges the City \$45 per hour for the use of a skidsteer when it is working on a project for the City. If a City-owned skidsteer was available to Tri County for City projects, the cost to the City for Tri County's work would be reduced by \$45 per hour. If the City would have had a skidsteer when Tri County was repairing the levee and placing rip rap on the levee, the \$4,500 cost of the skidsteer would have been 70% repaid by the \$45 per hour savings. To acquire a skidsteer loader the City would be placed on a waiting list and would receive the loader when the city was at the top of the list.

Staff is recommending that the City request to be placed on a waiting list for a skidsteer,, both for the city projects that can be accomplished more efficiently with a skidsteer and for the savings the City could obtain when Tri County is doing projects for the City that require a skidsteer..

COUNCIL ACTION REQUESTED:

Motion regarding the acquisition of a skidsteer loader through the DNR at a cost of \$4,500.

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

Meeting Date March 17, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorse, City Administrator
Date: March 11, 2020
Re: Replacement of City Hall Restroom Fixture

The urinal in the City Hall restroom has a manual flush, which is less hygienic in a number of ways than an automatic flush. It is also old and rusty, as it was installed when the City Hall was built in the 1980's. It also has a less hygienic design than newer fixtures. The cost of replacing the current urinal with a new fixture with automatic flush would be \$1,100. The Land and Building Fund has a balance of \$9,000 that could be used to fund the new fixture.

COUNCIL ACTION REQUESTED:

Motion regarding replacing the City Hall restroom urinal with a new fixture with automatic flush at a cost of \$1,100, to be funded from the Land and Building Fund.

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

Meeting Date March 17, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorse, City Administrator
Date: March 10, 2020
Re: 3M Settlement Update

The next major step in the process of developing a drinking water supply plan for the east metro area is meetings between the Co-Trustees of the 3M settlement fund (the MPCA and the DNR) and each of the east metro cities. The purpose of the meetings is to review and discuss with each city the drinking water supply options the Co-Trustees have determined to be the good, better and best scenarios for the city. The Council has determined that the meeting should be with the full Council rather than with a subcommittee of the Council. Staff will coordinate the scheduling of the meeting, once the timeline for the meetings has been determined.

COUNCIL ACTION REQUESTED:

No action required.

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

Meeting Date March 17, 2020

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorse, City Administrator
Date: March 12, 2020
Re: 14725 Afton Boulevard Zoning Violation Update

The property at 14725 Afton Boulevard has an accessory building that has been remodeled to serve as a second dwelling unit. The accessory building is being rented as a second dwelling unit. Staff has sent a letter to the property owners indicating the use of the accessory building as a second dwelling unit, the rental of the accessory building as a dwelling unit and the advertisement of the accessory building for rental as a dwelling unit are all in violation of the City Code and are illegal. The letter also indicates the violations must cease immediately or enforcement action, including citations for each day the violations continue, will be taken. It appears that the property owners are absentee owners, as the address of the owners is listed as a P.O. Box in Willernie. As of the date of this memo, staff had not received a response to the letter. Staff will check whether the owners are continuing to advertise the second dwelling unit for rental prior to the Council meeting.

COUNCIL ACTION REQUESTED:

No action required.