



CITY OF FREEPORT

125 Main Street E – PO Box 301 – Freeport, MN 56331 – 320-836-2112 – FAX 320-836-2116
For TTY/TDD Users 1-800-627-3529 or 711 Minnesota Relay Service www.freeportmn.org

July 21, 2016, 2016 - Regular Meeting Agenda
Freeport City Hall - 7:00 pm

Call to Order

- I. Approve Agenda – *Motion to approve*
- II. Public Hearing – Freeport Veterinary Service Inc. Variance Request (*1-11*)
- III. Open Public Forum
- IV. Consent Agenda – *Motion to approve*
 - a. Claims 2413 - 2443 (*12-18*)
 - b. June 28, 2016 Meeting Minutes (*19-21*)
- V. Reports
 - a. Deputy Treasurer Report (*22-38*)
 - b. Public Works Report (*39-40*)
 - c. Engineer Report (*N/A*)
 - d. Attorney Report (*41*)
 - e. Fire Department Report (*N/A*)
- VI. Old Business
 - a. Water Tower Fee (*42-55*)
- VII. New Business
 - a. Resolution 2016-07 – Freeport Veterinary Service Inc. Variance Request (*56-57*)
 - b. Fleegal Property Abatement Options (*58-60*)
 - c. New Zoning Laws (*61-72*)
- VIII. Adjourn

Next meeting: August 30, 2016

Memo

From: Adrianna Hennen, Clerk-Treasurer

To: Freeport City Council

Date: 7/19/16

Re: Variance Request – Freeport Veterinary Service

The Freeport Veterinary Service has applied for a variance request to erect a sign that does not meet Freeport City Code. I have attached a review from Scott Dymoke (below) along with the request from Freeport Vet, which also includes a map of location they would like to put their sign. Also, I have attached a copy of the sign ordinance to reference.

Scott Dymoke's Review:

“Adri,

I reviewed Section 500.35 of the City Code. In reviewing the Vet Clinic's application for a sign permit, keep the following items in mind:

1. Subd. 4 includes a definition for “Ground Sign.” In the definition, the height of a ground sign cannot exceed 8 feet. Subd. 4 also includes a definition for “Sign Height.” Sign height is measured from the average grade to the top of the highest point of the sign. The sketch the Vet Clinic provided does not provide sign height information. Before you approve the sign permit, the Vet Clinic should provide this information to you.
2. Subd. 7 – General Requirements. Paragraph 2b states that signs shall not be placed within highway, street or utility easements without the permission of the easement holder. The Vet Clinic's sketch measures the distance from the edge of the sidewalks. This may or may not be the boundary of the road easements for 2nd St NW and 1st Ave. The actual boundary may be beyond the sidewalk. Again, before you approve the sign permit, the Vet Clinic should provide you with information showing the location of the sign in relation to the actual boundaries for the roads.
3. Subd. 7 – General Requirements. Paragraph 2c requires a clear site triangle at intersections. Signs may not be placed within the site triangle. My interpretation of this requirement is that you measure 25 feet along 2nd St NW and 25 feet along 1st Ave, then connect the end points. Please note – the site triangle is measured along the curb line, not the boundary of the road easement. Again, before you approve the sign permit, the Vet Clinic should provide you with information showing the location of the sign in relation to the site triangle.
4. Subd. 8 – Commercial District Signs. Paragraph 3 requires signs to be at least 100 feet from any residential district. The north side of 2nd Ave NW is a residential district. Assuming that the center line of 2nd St NW is the boundary between the commercial district and the residential district, the Vet Clinic sign needs to be at least 100 feet from the center line of 2nd St NW. Again, before you approve the sign permit, the Vet Clinic should provide you with information showing the location of the sign in relation to the center line of 2nd St NW.”



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Variance Request Form (\$150.00)

FOR OFFICE USE ONLY	
DATE FEE PAID	
DATE REQUEST SUBMITTED	
DATE OF HEARING <i>**Location is City Hall at 7pm unless otherwise noted</i>	
COUNCIL ACTION	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED

Applicant Freeport Veterinary Service Phone 320-836-2788

Owner (if different from above) Tom Czek Phone 320-290-5531

Address of Property 121 1st Ave

Mailing Address PO Box 67

Present Zoning (verify with city staff) 25' from curb sign rule

Proposed Zoning See enclose map

Existing Use of the Property Veterinary Clinic

Describe the Reason for this Request Business Sign placement request, as mapped out.

Have you previously been denied for rezoning, a variance, or a conditional use permit ☐ Yes ☒ No

Applicant Signature Thomas H. Guck DM Date _____

121 1st Ave
P.O. Box 67
Freeport, MN 56331
Bus: 320-836-2788
Fax: 320-836-2789
fvs1@albanytel.com



Tom Czeck, DVM
Lee Michels, DVM
Steve Baldwin, DVM

Freeport Veterinary Service

Freeport Veterinary Service Sign Requirements

- 33 ft from the center of the road.
- 25 ft sight triangle from curb.
 - Problem 1st Ave N- 9'6"
- Building does not meet this requirement.
- Increasing sight height removes this requirement.
- 8 ft sign height
 - No sign in town is this height
 - Low height causes the need for the 25' sight Triangle.

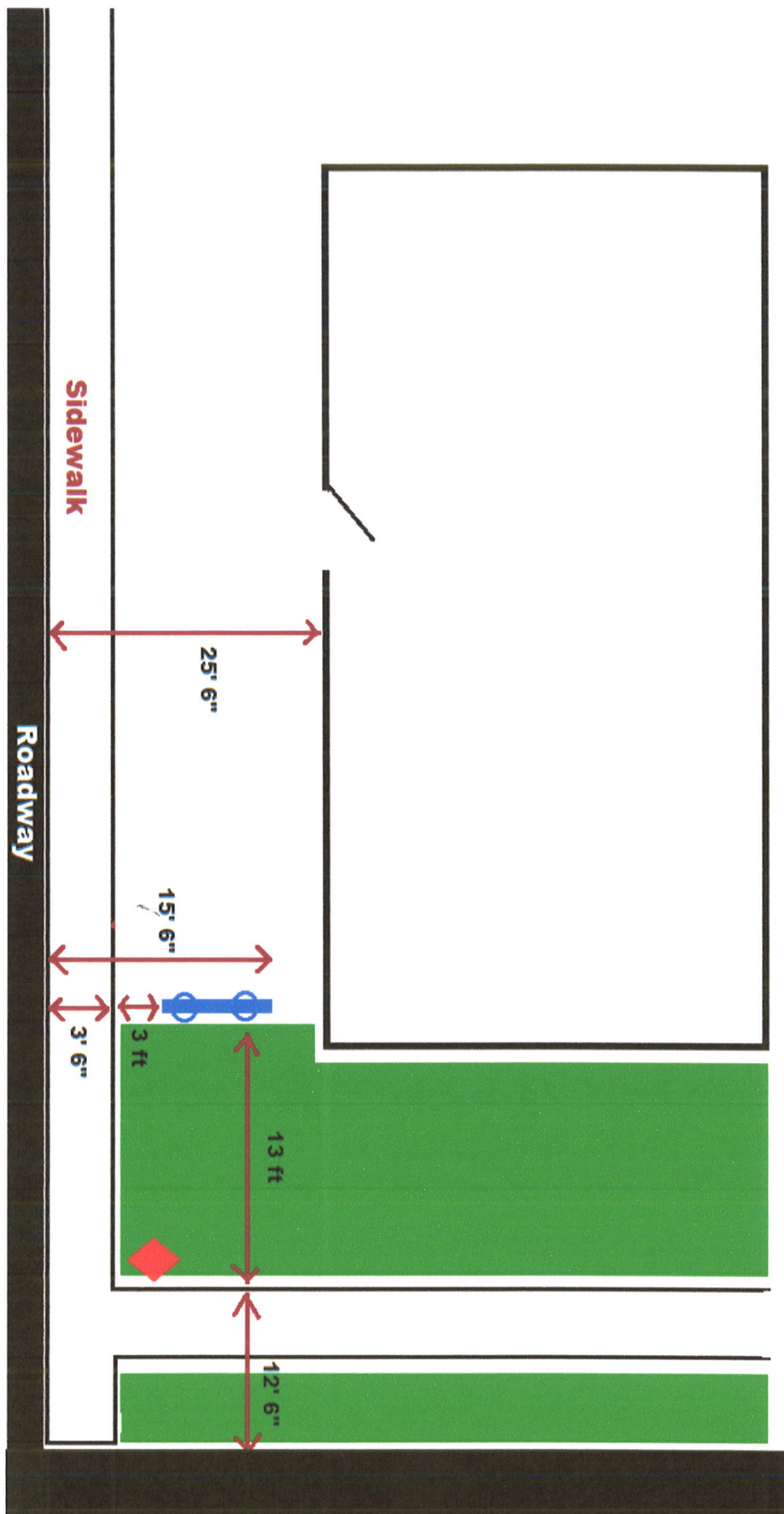
Increase the sign height and remove the need for sight triangle.

- Bottom of the sign will be 8ft high
- Sign will be 4x6x4.
- In the same location as old the old sign
- Old posts are still in ground.
- Same post location

Thomas F Czeck DVM

Thomas F. Czeck DVM
6-16-16

Freeport Veterinary Service
Sign Placement Map.



500.35 Signs

Subd.1 Findings

1. Exterior signs have a substantial impact on the character and quality of the environment.
2. Signs provide an important medium through which individuals may convey a variety of messages.
3. Signs can create traffic hazards, aesthetic concerns, and detriments to property values, thereby threatening the public health, safety, and welfare.
4. The City has previously regulated signs in an effort to provide adequate means of expression and to promote the economic viability of the business community while protecting the city and citizens from a proliferation of signs of a type, size, location, and character that would adversely impact the public health, safety, and welfare.

Subd.2 Purpose and Intent

1. Regulate the number, location, size, type, illumination, and other physical characteristics of signs within the city in order to promote the public health, safety, and welfare.
2. Maintain, enhance, and improve the aesthetic environment of the city by preventing visual clutter that is harmful to the appearance of the community.
3. Provide an effective means of communication, consistent with constitutional guarantees and the City's goals of public safety and aesthetics.
4. Provide for fair and consistent enforcement of sign regulations under the zoning authority of the city.
5. It is not the purpose or intent of this sign ordinance to regulate the message displayed on any sign, to regulate any building design or display not defined as a sign, or any sign which cannot be viewed from outside of a building.

Subd.3 Effect

1. Allow a wide variety of sign types in commercial zones and a more limited variety of signs in other zones subject to the standards herein.
2. Allow certain small, unobtrusive signs incidental to the principal use of a site in all zones when in compliance with the requirements of this Section.
3. Prohibit signs whose location, size, type, illumination, or other physical characteristics negatively affect the environment and where the communication can be accomplished by means having lesser impact on the environment and the public health, safety, and welfare.
4. Provide for enforcement of this Section through the enforcement provisions contained in the Zoning Ordinance.
5. A sign may be erected, displayed, or maintained in the city if it is in conformance with the provisions of these regulations.

Subd.4 Definitions

Commercial Speech: Speech advertising a business, profession, commodity, service, or entertainment.

Multiple Tenant Site: A site which has more than one tenant and each tenant has a separate ground level exterior public entrance.

Non-Commercial Speech: Dissemination of messages not classified as Commercial Speech which include, but are not limited to, messages concerning political, religious, social, ideological, public service, and informational topics.

Sign: Any letter, word, symbol, poster, picture, statuary, reading matter, or representation in the nature of advertisement, announcement, message, or visual communication whether painted, posted, printed, affixed, or constructed, including all associated brackets, braces, supports, wires, and structures, which is displayed for informational or communicative purposes.

Sign, Abandoned: A sign shall be defined as abandoned when one of the following occurs:

- A. A sign and/or supporting structure remains without a message or whose display surface remains blank for a period of one or more years.
- B. A sign pertains to a time, event, or purpose which no longer applies.
- C. A sign remains after demolition of a principal structure and a building permit has not been issued for construction of a replacement principal structure.

Sign, Awning: A building sign or graphic printed on or in some fashion attached directly to the material of an awning which projects over a window, walk, or the like. Any part of an awning which also extends over a door shall be considered an awning.

Sign, Business: A sign attached to or supported by any structure used or intended for supporting or sheltering any use or occupancy.

Sign, Canopy: A sign that is part of or attached to a canopy or structural protective cover over a door or entrance.

Sign, Face: The surface of the sign upon, against, or through which the message of the sign is exhibited.

Sign, Flashing: Any illuminated sign on which such illumination is not kept stationary or constant in intensity and color at all times when such sign is in use.

Sign, Freestanding: A sign which has supporting framework that is placed on, or anchored in, the ground and which is independent from any building or other structure.

Sign, Ground: A freestanding sign with its sign face mounted on the ground or mounted on a base at least as wide as the sign and which has a total height not exceeding eight feet.

Sign, Height: The vertical distance measured from the base of the sign at average grade to the top of the highest attached component of the sign.

Sign, Illuminated: Any sign which has characters, letters, figures, designs, or outlines illuminated by internal or external electric lights or luminous tubes as part of the design.

Sign, Monument: A freestanding sign with its sign face mounted on the ground or mounted on

a base at least as wide as the sign and which has a total height not exceeding eight feet.

Sign, Nameplate: Any sign which states the name or address or both of the business or occupant of the lot where the sign is placed.

Sign, Non-Conforming: A sign and its support structure lawfully erected prior to the effective date of this Section which fails to conform to the requirements of this Section.

Sign, Off-premise: A commercial speech sign which directs the attention of the public to a business, activity conducted, or product sold or offered at a location not on the same premises where such business sign is located. Easements shall be considered to be outside such platted parcels of land and any sign located or proposed to be located in an easement or shall be considered an off-premise sign.

Sign, On-premise: A sign which identifies or advertises an establishment, person, activity, goods, products, or services located on the premises where the sign is installed.

Sign, Portable: A sign purposefully designed to be transported, including by trailer or on its own wheels.

Sign, Projecting: Any sign which is affixed to a building or wall in such a manner that its leading edge extends more than two feet beyond the surface or such building or wall face.

Sign, Pylon (pole sign): A freestanding sign which has its supportive structure(s) anchored in the ground and which has a sign face elevated above ground level by pole(s) or beam(s) and with the area below the sign face open.

Sign, Roof: A sign erected and constructed wholly on and above the roof of a building, supported by the roof structure, and extending vertically above the highest portion of the roof.

Sign, Rotating: A sign which revolves or rotates on its axis by mechanical means.

Sign, Structure: Any structure including the supports, uprights, bracing, and framework which supports or is capable of supporting any sign.

Sign, Stringer: A line of string, rope, cording, or an equivalent to which is attached a number of pennants.

Sign, Surface Area of: The entire area within a single continuous perimeter enclosing the extreme limits of the actual sign surface, not including any structural elements outside the limits of such sign and not forming an integral part of the display, (only one side of a double-face or V-type structure shall be used in computing total surface area.)

Sign, Suspended: A building sign that is suspended from the underside of a horizontal plane surface and is connected to this surface.

Sign, Wall: A building sign attached parallel to but within two feet of a wall, painted on the wall

surface, or erected and confined within the limits of an outside wall of any building or structure, which is supported by such wall or building, and which displays only one sign face.

Sign, Window: A building sign, pictures, symbol, or combination thereof, designed to communicate information about an activity, business, commodity, event, sale, or service, that is placed inside a window or upon the window panes/glass and is visible from the exterior of the window.

Total Site Signage: The maximum permitted combined area of all freestanding and wall identification signs allowed on a specific property.

Subd.5 Permit Required

1. No sign shall be erected, altered, reconstructed, maintained, or moved in the City without first securing a permit from the City. The content of the sign shall not be reviewed or considered in determining whether to approve or deny a sign permit. Application for a permit shall be in writing and shall contain the following information:
 - a. Name(s) and address(es) of the owners of the display structure and property;
 - b. The address(es) at which sign(s) is/are to be erected;
 - c. The legal description of the subject property;
 - d. The type of sign;
 - e. The cost of the sign;
 - f. The proposed sign dimensions and placement on the subject property;
 - g. If the proposed sign is located within a public road right of way or an easement, the Applicant must obtain written permission from the appropriate jurisdiction. A copy of said written permission, if provided by a jurisdiction other than the City of Freeport, may be required.
2. The permit application shall be accompanied by the required fee as specified by the fee schedule.
3. The City shall approve or deny the permit within the time period under Mn. Stat. 15.99. If the requirements of this Section and other applicable standards contained within the Zoning Ordinance are met the permit shall be approved.

Subd.6 Exceptions

The following signs shall not require a permit. Although exempt from permitting requirements, this Subdivision shall not relieve the owner of the sign from the responsibility of its erection and maintenance, and compliance with the provisions of this ordinance or any other law or ordinance regulating the same:

1. The changing of the display surface on a painted or printed sign, except a sign painted directly on a building.
2. Signs eighteen (18) square feet or less in size.
3. Public safety and traffic management signs erected by governmental units.

Subd.7 General Requirements

1. Off premise signs may only be permitted as conditional uses on property abutting Interstate 94 and zoned for industrial purposes subject to the procedures set forth in Subsection 500.63 of this Code.

2. Setbacks.
 - a. Signs shall be setback a minimum of five feet from a property line, except within the Central and Neighborhood Commercial District.
 - b. Signs shall not be placed in highway, street, or utility easements until the Applicant obtains written permission from the appropriate jurisdiction. A copy of said written permission, if provided by a jurisdiction other than the City of Freeport, may be required. Signs proposed to be placed within municipal easements shall require issuance of an administrative permit.
 - c. Signs shall not obstruct a clear sight triangle at each corner of any intersection of two public streets and/or the intersection of a public street and a railway. Said clear sight triangle shall be defined as beginning at the intersection of the projected curb lines of two intersecting streets or a street and a railway, then proceeding twenty-five feet along one curb line, then proceeding diagonally to a point of twenty-five feet from the point of beginning on the other curb line and then proceeding to the point of beginning. In the event the City Engineer finds the required sight triangle inadequate, additional clear areas shall be required.
3. Signs or marquees which may extend beyond the building line may not be constructed to extend within one foot of the traveled roadway, provided that the sign does not extend more than seven feet from the building wall.
4. No lighting for signs shall directly reflect light beams onto any public street or residential lot. Light trespass shall not exceed one-half (1/2) candle foot at any property line shared by the subject parcel and a public street/alley or the subject parcel and a residential district. External illumination for signs shall be constructed and maintained so that the source of light (e.g. bulb or illumination tube) is not visible from the public right-of-way or residential property.
5. The owner, lessee or manager of any sign or the owner of the land on which the same is located, must keep grass or weeds and other growth cut and debris and rubbish cleaned up and removed from the lot on which the sign is located.
6. A sign or sign structure that may be, or may hereafter become, rotted, unsafe or unsightly must be repaired or removed by the licensee, owner or manager of the property upon which the sign stands upon written notice of the City Clerk.
7. Electrical signs must be installed in accordance with the current electrical code.
8. The following are unauthorized signs:
 - a. Any sign, signal, marking, or device which is similar to or imitates an official traffic control device, railroad sign or signal, and/or emergency vehicle signal.
 - b. Signs painted, attached, or in any way affixed to trees, public utility poles, bridges, towers, or similar structures.
 - c. Signs obstructing any window, door, fire escape, stairway, or opening intended to provide light, air, or access to any building.
9. Calculation of Sign Area:
 - a. The area within the sign frame shall be used to calculate the square footage.
 - b. Square footage of signs mounted directly on a wall, window, or other structural surface without a sign frame shall be determined by drawing a box around the outermost periphery of letters or graphics. The square footage shall be that of the box surrounding the said letters or graphics.
 - c. Each surface used to display a message or to attract attention shall be measured as

a separate sign and shall be calculated in the overall square footage.

10. Notwithstanding any other provision of this Section, all signs of any size containing non-commercial speech as defined in Subdivision 4 of this Subsection, may be posted from August 1 in any general election year until ten days following the general election and thirteen weeks prior to any special election until ten days following the special election

Subd.8 Signs in Commercial Districts

1. The number of square feet of business sign area on a lot may not exceed five square feet for each lineal foot of lot frontage, or 20% of the building frontage area, or 125 square feet in area, whichever is greater.
2. Multi-Tenant Structures: One incidental sign not exceeding two square feet in area for each lineal foot of a building width or a total frontage of all buildings, announcing only the name or location or both of the multi-tenant structure may be erected without reduction of the square foot allowance.
3. Business signs may be attached to or erected flat against the wall of buildings. Business sign structures may be single face, double face, or "V" type. Business signs may not be erected within 100 feet of any abutting residential district if designed to face directly into such district.
4. Signs attached to or erected flat against the wall of a building shall not extend in height above the wall of that building by more than 50% of the height of the wall to which the sign is attached.
5. Signs mounted on a building on or above the roof line shall not extend in height above the roof line of that building by more than 50% of the height of the structure to which the sign is attached.
6. Signs that are freestanding shall not extend in height above the roof line of the tallest building by more than 50% of the height of the tallest building located on the same parcel.

Subd.9 Signs in Industrial Districts

1. The number of square feet of business sign area on a lot may not exceed two square feet for each lineal foot of lot frontage or 10% of the building frontage area, or 75 square feet in area, whichever is greater.
2. Business signs may be attached to or erected flat against the wall of buildings. If free standing, they must observe all setbacks and side yard lines. Business sign structures may be single face, double face, or "V" type. Business signs are subject to the same setback limitations as other buildings or structures in the districts in which they are located and may not be erected within 100 feet of any abutting residential district if designed to face directly into such district.
3. Signs attached to or erected flat against the wall of a building shall not extend in height above the wall of that building by more than 50% of the height of the wall to which the sign is attached.
4. Signs mounted on a building on or above the roof line shall not extend in height above the roof line of that building by more than 50% of the height of the structure to which the sign is attached.
5. Signs that are freestanding shall not extend in height above the roof line of the tallest building by more than 50% of the height of the tallest building located on the same

parcel.

Subd.10 Signs in Residential Districts

1. One name plate sign per lot is allowed.
2. One home occupation sign may be erected on each lot wherein a licensed home occupation is being conducted providing the sign does not exceed six square feet in area and must not be illuminated.
3. A sign for a conditional-use property in an R-1 District or a sign for a permitted or conditional use in the R-2 District is eligible for one sign per street frontage. Said sign shall not exceed thirty-two (32) feet in total area and ten (10) feet in height.

Subd.11 Off-Premise Signs

1. Off-premise signs shall only be permitted as a conditional use in industrial districts on lots abutting Interstate 94.
2. The surface area of both sides of an off-premise sign located along Interstate Highway 94 shall not be more than six hundred (600) square feet.
3. No off-premise sign shall be located within five hundred (500) feet of parks, historical sites, public picnic or rest areas, or within two hundred (200) feet of church or school property.
4. No off-premise sign shall be located closer than thirty-five hundred (3500) feet horizontal distance from any other advertising sign measured in any direction.
5. Off-premise signs shall not exceed thirty (30) feet in height above the average ground level at the base of the sign.

Subd.12 Non-Conforming Signs

1. Existing signs attached to a non-conforming building or pertaining to a non-conforming use may be continued only as long as the non-conforming use is permitted to continue. Such signs attached to a non-conforming building or pertaining to a non-conforming use shall not be expanded, intensified, or increased in number, area, height, or illumination. New signs shall comply with all regulations relating to signage and may be erected only after all other signs existing at the time of the adoption of this Ordinance have been removed. The accumulated square footage of new signs installed shall not exceed the square footage of signs previously on site, or the amount allowed in the City's sign ordinance, whichever is less. New signs may not be illuminated unless the previous sign was illuminated. The level of illumination in terms of volume, brightness, area covered, and/or size shall not be allowed to increase over that of the prior-existing sign.
2. The standards of Section 500.53 of the City Code (Non-Conformance) shall apply to signs.

Subd.13 Substitution Clause

The owner of any sign which is otherwise allowed by this sign ordinance may substitute non-commercial copy in lieu of any other commercial or non-commercial copy. This substitution of copy may be made without any additional approval or permitting

07/18/16
11:33:17

CITY OF FREEPORT
Claim Approval List
For the Accounting Period: 7/16

Page: 1 of 3
Report ID: AP100V

For Date Posted = 07/18/16
* ... Over spent expenditure

Claim/	Check	Vendor #/Name/	Document \$/	Disc \$						Cash
		Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account		
2413		15 ALBANY MUTUAL TELEPHONE	273.56							
	10243886	07/01/16 836-2411/2413	73.51			225 42200	320	10100		
	10244279	07/01/16 836-7158	38.70			101 41000	320	10100		
	10244050	07/01/16 836-2685	19.47*			601 43225	320	10100		
	10244050	07/01/16 836-2685	19.47			602 43250	320	10100		
	10243743	07/01/16 836-2116	69.71			101 41000	320	10100		
	10243742	07/01/16 836-2112	52.70			101 41000	320	10100		
		Total for Vendor:	273.56							
2414		25 AMERIPRIDE LINEN & APPAREL	50.55							
	2200797111	06/24/16 Monthly rug service	50.55			101 41000	410	10100		
		Total for Vendor:	50.55							
2415		70 CENTERPOINT ENERGY	33.72							
	06/22/16	Maintenance bldg	16.78			101 43100	382	10100		
	06/22/16	Fire hall	16.94			225 42200	382	10100		
		Total for Vendor:	33.72							
2416		76 CENTRAL MINNESOTA CREDIT UNION	1,215.28							
	06/30/16	Stearns Cnty Beacon fees	2.20			101 41000	433	10100		
	06/30/16	USPS - utility billing postage	136.00			602 43250	200	10100		
	06/30/16	LMC conf hotel - Joan	318.16			101 41400	330	10100		
	06/30/16	LMC conf hotel - parking	58.00			101 41400	330	10100		
	06/30/16	LMC conf hotel - Adri	558.28			101 41400	330	10100		
	06/30/16	Ziegler - safety glasses	35.82			225 42200	210	10100		
	06/30/16	Storagecraft - backup software	106.82			101 41000	300	10100		
		Total for Vendor:	1,215.28							
2417		636 DHIA LABORATORIES	148.00							
	50853	06/08/16 Pre-discharge 615495	74.00			602 43250	460	10100		
	51322	06/23/16 Pre-discharge 616990	74.00			602 43250	460	10100		
		Total for Vendor:	148.00							

07/18/16
11:33:17

CITY OF FREEPORT
Claim Approval List
For the Accounting Period: 7/16

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Report ID: AP100V

For Date Posted = 07/18/16
* ... Over spent expenditure

Claim/	Check	Vendor #/Name/	Document \$/	Disc \$					Cash
		Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account	
2418		145 FINKEN WATER CENTERS	23.00						
	4112292	07/01/16 Water softener rental	15.00			101 41000	410	10100	
	4112302	07/01/16 Maint water cooler	8.00			101 43100	410	10100	
		Total for Vendor:	23.00						
2419		637 NORTHLAND TRUST SERVICES	21,068.75						
	FREEP12A	06/17/16 Bond Series 2012A interest	9,323.75			331 47000	610	10100	
	FREEP13A	06/17/16 Bond Series 2013A interest	6,050.00			326 47000	610	10100	
	FREEP13A	06/17/16 Bond Series 2013A interest	3,745.00			601 43225	610	10100	
	FREEP13A	06/17/16 Bond Series 2013A interest	1,950.00			602 43250	610	10100	
		Total for Vendor:	21,068.75						
2420		387 RAHNS OIL & PROPANE, INC	460.19						
	90938	06/30/16 Fire Dept fuel	176.61			225 42200	215	10100	
	90938	06/30/16 Public Works fuel	283.58			101 43100	215	10100	
		Total for Vendor:	460.19						
2421		437 STAR PUBLICATIONS LLC	28.44						
	152536	06/30/16 Public hearing notice	28.44			101 41000	350	10100	
		Total for Vendor:	28.44						
2422		510 VERIZON WIRELESS	58.88						
	9767981550	07/01/16 Cell phone - July	58.88			101 43100	320	10100	
		Total for Vendor:	58.88						
2423		525 XCEL ENERGY	2,181.05						
	505742253	06/20/16 Water tower	133.82			601 43225	381	10100	
	507523114	07/05/16 Street lights	701.56			101 43160	381	10100	
	507505137	07/05/16 302188142	143.92			601 43225	381	10100	
	507505137	07/05/16 302252262	69.16			101 43160	381	10100	
	507505137	07/05/16 302290398	111.70			101 41000	381	10100	
	507505137	07/05/16 302679657	77.13			101 43100	381	10100	
	507505137	07/05/16 302700297	24.03			602 43250	381	10100	
	507505137	07/05/16 302947044	141.71			601 43225	381	10100	
	507505137	07/05/16 303193187	25.19			602 43250	381	10100	
	507505137	07/05/16 303616049	76.73			225 42200	381	10100	

07/18/16
11:33:17

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Claim Approval List
For the Accounting Period: 7/16

Page: 3 of 3
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For Date Posted = 07/18/16
* ... Over spent expenditure

Claim/	Check	Vendor #/Name/	Document \$/	Disc \$							Cash
		Invoice #/Inv Date/Description	Line \$		PO #	Fund	Org	Acct	Object	Proj	Account
	507505137	07/05/16 303936749	37.67			101		43160	381		10100
	507505137	07/05/16 303956738	392.57			101		43160	381		10100
	507505137	07/05/16 303963984	185.88			101		43160	381		10100
	507505137	07/05/16 303985901	28.86			101		43160	381		10100
	507505137	07/05/16 304083816	12.93			101		43160	381		10100
	507505137	07/05/16 304098414	18.19			602		43250	381		10100
		Total for Vendor:	2,181.05								
		# of Claims	11	Total:							
				25,541.42							

07/21/16
12:58:33

CITY OF FREEPORT
Claim Approval List
For the Accounting Period: 7/16

Page: 1 of 4
Report ID: AP100V

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
2424		71 CENTRACARE HEALTH	470.00					
		C102155016 07/05/16 Fire Dept physicals	470.00			225 42200	333	10100
		Total for Vendor:	470.00					
2425		74 CENTRAL MCGOWAN, INC	280.00					
		00007682 06/30/16 8 oxygen cylinders	280.00			225 42200	210	10100
		Total for Vendor:	280.00					
2426		544 COMPUTER HELP SERVICES	341.50					
		2437 07/01/16 Front computer issue	54.50			101 41000	300	10100
		2437 07/01/16 Set up backup software	109.00			101 41000	300	10100
		2437 07/01/16 AVG antivirus 2-yr qty 2	178.00			101 41000	210	10100
		Total for Vendor:	341.50					
2427		107 DANNY'S DISPOSAL & RECYCLING,	168.66					
		07/01/16 Maintenance bldg	139.25			101 43100	383	10100
		07/01/16 Fire hall	29.41*			225 42200	383	10100
		Total for Vendor:	168.66					
2428		123 DYMOKE LAW OFFICE, P.A.	418.00					
		07/01/16 Sacred Heart gym agreement	66.00*			101 41000	302	10100
		07/01/16 C3 zoning	242.00*			101 41000	302	10100
		07/01/16 City Council meeting	110.00*			101 41000	302	10100
		Total for Vendor:	418.00					
2429		611 EMERGENCY RESPONSE SOLUTIONS	98.85					
		6758 06/29/16 Whelen blue lens	41.47			225 42200	210	10100
		6758 06/29/16 Whelen clear lens	41.47			225 42200	210	10100
		6758 06/29/16 Shipping	15.91			225 42200	210	10100
		Total for Vendor:	98.85					
2430		174 GOPHER STATE ONE CALL, INC.	6.75					
		6060375 06/30/16 5 email tickets	3.38			601 43225	300	10100
		6060375 06/30/16 5 email tickets	3.37			602 43250	300	10100
		Total for Vendor:	6.75					

07/21/16
12:58:34

CITY OF FREEPORT
Claim Approval List
For the Accounting Period: 7/16

Page: 2 of 4
Report ID: AP100V

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
2431		184 HACH COMPANY	142.37					
	10007808	07/08/16 Pocket pro pH tester	89.79			601 43225	210	10100
	10013023	07/12/16 Chlorine accuvac 25 pk	52.58			601 43225	210	10100
		Total for Vendor:	142.37					
2432		194 HENNEN LUMBER CO, INC.	40.86					
	11533	06/21/16 6 bags yellow softener salt	40.86			101 43100	210	10100
		Total for Vendor:	40.86					
2433		199 HILTNER COMPANY, INC	1,815.64					
	2725	04/27/16 Repair truck #405	458.44*			225 42200	401	10100
	2726	04/27/16 Repair truck #409	114.57*			225 42200	401	10100
	2733	05/09/16 Repair truck #408	456.61*			225 42200	401	10100
	2743	05/23/16 Repair truck #407	355.02*			225 42200	401	10100
	2735	06/08/16 00 F350 U joint	421.00*			101 43100	401	10100
	88682	06/20/16 Repair tire	10.00*			101 43100	401	10100
		Total for Vendor:	1,815.64					
2434		219 JOANN TIMP	108.00					
		07/18/16 3 cleanings 6/27/16-7/18/16	108.00			101 41000	300	10100
		Total for Vendor:	108.00					
2435		255 LAWRENCE SHREFFLER	4,000.00					
	792260	07/05/16 Crack sealing	4,000.00			101 43100	225	10100
		Total for Vendor:	4,000.00					
2436		293 MID MINNESOTA CODE ENFORCEMENT,	7,939.71					
		06/30/16 2016 1st half permits thru #11	7,939.71*			101 42050	310	10100
		Total for Vendor:	7,939.71					
2437		385 QUILL	91.97					
	7165274	07/06/16 Toilet paper	32.99			101 41000	210	10100
	7165274	07/06/16 Paper towels	43.99			101 41000	210	10100
	7165274	07/06/16 Logitech optical mouse	14.99			101 41000	210	10100
		Total for Vendor:	91.97					

07/21/16
12:58:34

CITY OF FREEPORT
Claim Approval List
For the Accounting Period: 7/16

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Report ID: AP100V

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
2438		389 RAMLER TRUCK & TRAILER REPAIR,	425.60					
	RI038123	07/05/16 Repair truck #408	228.29*			225 42200	401	10100
	RI038124	07/05/16 Repair truck #404	197.31*			225 42200	401	10100
		Total for Vendor:	425.60					
2439		413 SCHLENNER WENNER & CO.	5,560.00					
	195691	05/31/16 Fire dept annual payroll repts	270.00			225 42200	300	10100
	195691	05/31/16 990EZ & State Auditor report	3,790.00*			225 42200	301	10100
	197157	06/30/16 Adopt GASB 68 1 time fee	1,500.00*			101 41500	301	10100
		Total for Vendor:	5,560.00					
2440		542 SCHMIDTY'S	32.63					
	4502	06/06/16 Public Works fuel	32.63			101 43100	215	10100
		Total for Vendor:	32.63					
2441		418 SEH, INC.	2,205.00					
	318131	07/15/16 Capital improvements plan	930.00			101 41000	300	10100
	318131	07/15/16 Water system research	30.00			601 43225	300	10100
	318131	07/15/16 Industrial Park paving	1,245.00*			417 43100	300	10100
		Total for Vendor:	2,205.00					
2442		554 SWANY WHITE FLOUR MILLS, LTD.	1,457.59					
	07/21/16	TIF payment	1,460.52			265 46508	640	10100
	07/21/16	County TIF admin fee	-2.93			265 46508	640	10100
		Total for Vendor:	1,457.59					
2443		463 TEAM LABORATORY CHEMICAL CORP.	3,645.58					
	INV0002290	06/30/16 Herbicide	425.00			101 45200	220	10100
	INV0002290	06/30/16 Mega Bugs Plus	750.00*			602 43250	210	10100
	INV0002290	06/30/16 Lift station degreaser	662.50*			602 43250	210	10100
	INV0002290	06/30/16 Super bugs	550.00*			602 43250	210	10100
	INV0002290	06/30/16 Aquatic weed kill	1,185.00*			602 43250	210	10100
	INV0002290	06/30/16 Reward MN gross sales fee	6.52*			602 43250	210	10100
	INV0002290	06/30/16 Reward Accra surcharge	3.56*			602 43250	210	10100
	INV0002290	06/30/16 Freight	55.53*			602 43250	210	10100
	INV0002290	06/30/16 Freight	7.47			101 45200	220	10100
		Total for Vendor:	3,645.58					

# of Claims	20	Total :	29,248.71
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CITY OF FREEPORT

125 Main Street E – PO Box 301 – Freeport, MN 56331 – 320-836-2112 – FAX 320-836-2116
For TTY/TDD Users 1-800-627-3529 or 711 Minnesota Relay Service www.freeportmn.org

June 28, 2016 – Meeting Minutes

A special meeting of the Freeport City Council was convened at 7:00pm by Mayor Rodney Atkinson with Councilmembers, Ken Goebel, Tim Hennen, Mike Eveslage and Ben Ettle present.

Staff in attendance: Clerk-Treasurer Adrianna Hennen, Deputy Treasurer Joan Wall, City Attorney Scott Dymoke, City Engineer Dave Blommel, Public Works Director Loren Goebel, and Maintenance Assistant Vernon Fuchs

Others in attendance:

Andrea Ramacher (720 1st Ave N)
Gene Glass (212 9th St SE)

Fritz Laing (110 4th St NW)

Approve Agenda

Eveslage moved, seconded by Ettle to approve the agenda. Motion carried 5-0.

Public Hearing – C-3 Commercial Highway District

No public comment was given.

Open Public Forum

Resident Gene Glass spoke up regarding the “dirty water” that took place the evening of June 26th for a few hours. Glass stated he was unable to use his water for personal use and that the dirt had accumulated in his water softener. Glass stated that he let his water run for two hours and it still didn’t clear up. Glass stated that they called Atkinson and soon after Atkinson and another person arrived and flushed the hydrant in front of his house which resolved the problem. Glass stated that he called the Department of Health and the Department said the reason for the colored water was most likely due to drawing a substantial amount of water out of the tower at one time, causing rust and sediment to become loose.

Council and staff stated the reason this happened was because there was a barn fire that evening and the fire department had to draw 80,000 gallons of water out of the tower for the fire. They stated that this has always occurred when drawing that much water out of the tower.

Glass stated that a different source of water should be found for the fire department to prevent this problem.

Council stated this only occurs when the fire department draws a lot of water out in a short period of time, which isn’t very often.

Consent Agenda

Ettle moved to approve the consent agenda, seconded by K. Goebel. Motion carried 5-0.

Reports

Deputy Treasurer Report

No report was given.

Public Works Report

L. Goebel told council that most of the storm drains he has seen in town are becoming overgrown and full of vegetation. L. Goebel asked council if they would like this problem addressed, and if so did they want to hire it out or have the maintenance department rent the machinery to take care of it. Council agreed they would like the maintenance department to take care of the problem, but to make sure to find as many of storm drains before renting the machinery.

Engineer Report

Blommel presented council with the bids he gathered to fix Industrial Drive. Blommel stated that if council wanted to stay within the \$70,000 budget then the road improvement could be shortened by 100 feet which would keep the project at \$70,000. Council agreed that the extra 100 feet for \$7,450 was worth it. T. Hennen motioned to approve the bid of \$77,450.55 from Worms Ready Mix, seconded by Eveslage. Motion carried 5-0.

Blommel presented an updated improvement schedule with the main focus on the sewer lines. Council asked the dollar amount that is usually collected from assessments. Blommel stated on average, 30% of the project cost will come from assessments and the rest will have to come from City funds.

Attorney Report

No discussion was had.

Fire Department Report

Chief Gilk stated Glen “Gopher” Meyer retired at 23 years on the department.

The Freeport Lions donated D-fibs and that they would be sending out thank you cards.

The department received a donation from the St. Rosa Lions.

The department is still waiting to hear about the FEMA grant they applied for earlier in the year.

The rescue van is at Rambler for repair.

The brush truck is having signal light problems. Gilk asked if they council bring that to John Weis Ford since it is a Ford truck. K. Goebel moved to bring the truck to John Weis Ford, seconded by T. Hennen. Motion carried 4-0. Ettle abstained.

The department’s 4inch hose is leaking and they need to purchase a new one for \$300. Ettle moved to purchase a new hose, seconded by T. Hennen. Motion carried 5-0.

Gilk asked if council would approve purchasing an app called “I am responding” which allows fire fighters to state whether they are going to make the call or how far away they are via their phones that show up on a monitor at the fire hall. This would allow members that are at the fire hall know if they should wait or if other members will be responding. The cost is \$400 the first year and then \$300 annually. Ettle moved to purchasing “I am responding” app, seconded by T. Hennen. Motion carried 5-0.

Gilk stated they have two openings on the department now and will slowly begin advertising to fill the openings. K. Goebel moved to start advertising for the two opening positions, seconded by T. Hennen. Motion carried 5-0.

Gilk stated they were going to have a drill at the wellhouse to try drawing water directly from the well instead of the tower to see if that would help resolve the dirty water issue.

Old Business

Ordinance 2016-02 – C-3 Commercial Highway District

Council agreed they wanted to ordinance to read “35 feet instead of terms of stories. Ettle moved to approve the ordinance with the agreed upon change, seconded by T. Hennen. Motion carried 5-0.

Ettle moved to approve the ordinance summary for publication, seconded by Eveslage. Motion carried 5-0.

Sewer Rates

Council agreed sewer rates needed to increase to help the sewer fund balance. T. Hennen suggested raising it 10% to see how that went until the end of the year and then raise it again in January. Atkinson stated that 10% wasn't going to be enough to make a difference. Council suggested raising the rates now and doing more research to see how much more, exactly, needed to be done. T. Hennen moved to increase sewer rates 10%, seconded by Eveslage. A roll-call vote was requested: Atkinson-no, Ettle-yes, Eveslage-yes, K. Goebel-yes, and T. Hennen-yes. Motion carried 3-2.

Sewer Line Maintenance

T. Hennen moved to accept Johnson Jet-Line's contract agreement price quote to clean the sewer lines, seconded by Ettle. Motion carried 5-0.

New Business

Resolution 2016-06 – Election Judges

Atkinson moved to approve resolution 2016-06 – Election Judges, seconded by Eveslage. K. Goebel abstained. Motion carried 4-0.

Vacant Building Fee

Council stated that enforcing our new maintenance ordinance and focusing on remedying the problem properties in town were a priority. A. Hennen stated, to start, her and Dymoke would discuss a suggestion for 601 1st Ave N for the July council meeting.

Initiative Foundation Donation

Council agreed they would not be donating to the Initiative Foundation this year.

Adjourn

Ettle moved to adjourn at 9:17, seconded by T. Hennen. Motion carried 5-0.

City of Freeport
All Funds Summary
For the Six Months Ended June 30, 2016 (Unaudited)

	General Fund	AFSA Fund	TIF Swany White	EDA Fund	Bonds, 2013 Main Street Refunding	Bonds, 2012 Indust Park Refunding	2006 Small Cities Grant	Park Dedication	North End Park Fund	Bucket Fund Old Tower Preservation	Street Improv Fund	Capital Equip Fund	Water Fund	Waste Water Fund	Water USDA Reserve	Waste Water USDA Reserve	Total YTD Amount
REVENUES:																	
Property Taxes																	
Property Tax Levy	0			0		0											0
Other Taxes	0		0														0
General Sales and Use Tax													939				939
Special Assessments	0				2,699								0	0			2,699
Licenses and Permits	16,967																16,967
State Grants & Aid	0	5,683															5,683
Charges for Services	425												61,210	29,587			91,222
Public Safety		91,059															91,059
Fines and Forfeitures	847																847
Loan Payments Received							1,158										1,158
Miscellaneous	3,096	2,935		79	222	1,123	307	6	6	18	179	26	1,341	55			9,392
Total Revenues	21,335	99,677	0	79	2,920	1,123	1,465	6	6	18	179	26	63,490	29,642	0	0	219,966
EXPENDITURES:																	
General Government	15,742																15,742
Legislative (Council/Board)	1,739																1,739
Executive (Mayor/Manager)	377																377
Clerk	43,009																43,009
Elections	414																414
Auditor	17,085																17,085
Assessor	4,672																4,672
Planning / Zoning	0																0
Building Official	0																0
Public Works	33,085																33,085
Highways, Streets & Roadways	8,218																8,218
Street Lighting	8,484																8,484
Parks	4,964																4,964
Salaries & Benefits	0																0
Supplies	7,262			161									951	323			8,697
Professional Services	0			604							567		862	74			2,107
Fire Dept Aid	2,140																2,140
Training	3,020												0	0			3,020
Insurance	3,253												392	778			4,423
Utilities	2,441												3,221	513			6,175
Repairs	5,337																5,337
Water/Waste Water Treatment													3,531	276			3,807
Debt Service					117,645	170,739							53,995	2,250			344,629
Miscellaneous		2,921	0	64									551	0			3,536
Total Expenditures	137,789	26,374	0	829	117,645	170,739	0	0	0	0	567	0	63,504	4,213	0	0	521,660
Excess of Revenues																	
Over (Under) Expenditures	(116,454)	73,303	0	(751)	(114,725)	(169,616)	1,465	6	6	18	(388)	26	(14)	25,428	0	0	(301,695)
OTHER SOURCES (USES):																	
Transfers In	88,500	40,224	0	0	0	0	0	0	0	0	70,000	10,000	0	0	13,867	2,800	225,391
Transfers Out	(120,224)	(3,500)	0	(5,000)	0	0	0	0	0	0	0	0	(53,867)	(42,800)	0	0	(225,391)
Total Other Sources (Uses)	(31,724)	36,724	0	(5,000)	0	0	0	0	0	0	70,000	10,000	(53,867)	(42,800)	13,867	2,800	0
Excess of Revenues & Other Sources																	
Over (Under) Expenditures & Other Uses	(148,178)	110,027	0	(5,751)	(114,725)	(169,616)	1,465	6	6	18	69,612	10,026	(53,881)	(17,372)	13,867	2,800	(301,695)
FUND BALANCES:																	
January 1	443,813	427,870	0	133,722	151,642	453,322	88,421	1,704	1,740	5,239	0	0	2,015,251	2,072,213	41,601	8,400	5,844,939
June 30	295,636	537,897	0	127,971	36,918	283,706	89,887	1,710	1,746	5,257	69,612	10,026	1,961,371	2,054,841	55,468	11,200	5,543,245
CASH:																	
January 1	430,650	420,813	0	26,894	150,654	452,793	88,421	1,704	1,740	5,239	0	0	393,271	42,562	41,601	8,400	2,064,743
Increase (Decrease) in Cash	(142,343)	106,690	0	(5,676)	(113,736)	(169,087)	1,465	6	6	18	69,612	10,026	(49,382)	(36,395)	13,867	2,800	(312,130)
June 30	288,307	527,503	0	21,218	36,918	283,706	89,887	1,710	1,746	5,257	69,612	10,026	343,889	6,167	55,468	11,200	1,752,613

**City of Freeport
General Fund
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Six Months Ended June 30, 2016 (Unaudited)**

	Final Budget 2016	Year-to-Date Amount 6/30/16	Year-to-Date % of Budget 6/30/16	Variance With Final Budget
REVENUES:				
Property Taxes				
Property Tax Levy	238,500	0	0.0%	(238,500)
Other Taxes	3,000	0	0.0%	(3,000)
Special Assessments	675	0	0.0%	(675)
Licenses and Permits	8,925	16,967	190.1%	8,042
State Grants & Aid	112,121	0	0.0%	(112,121)
Charges for Services	100	425	425.0%	325
Fines and Forfeitures	1,500	847	56.4%	(653)
Miscellaneous	17,640	3,096	17.6%	(14,544)
Total Revenues	382,461	21,335	5.6%	(361,126)
EXPENDITURES:				
General Government	32,622	15,742	48.3%	(16,880)
Legislative (Council/Board)	5,756	1,739	30.2%	(4,017)
Executive (Mayor/Manager)	2,003	377	18.8%	(1,626)
Clerk	91,472	43,009	47.0%	(48,463)
Elections	2,950	414	14.0%	(2,537)
Auditor	25,260	17,085	67.6%	(8,175)
Assessor	5,000	4,672	93.4%	(328)
Planning / Zoning	6,250	0	0.0%	(6,250)
Building Official	4,200	0	0.0%	(4,200)
Public Works	93,377	33,085	35.4%	(60,292)
Highways, Streets & Roadways	38,761	8,218	21.2%	(30,543)
Street Lighting	20,500	8,484	41.4%	(12,016)
Parks	10,511	4,964	47.2%	(5,547)
Total Expenditures	338,662	137,789	40.7%	(200,873)
Excess of Revenues Over (Under) Expenditures	43,799	(116,454)	-265.9%	(160,253)
OTHER SOURCES (USES):				
Transfers In	88,500	88,500	100.0%	0
Transfers Out	(120,224)	(120,224)	100.0%	0
Total Other Sources (Uses)	(31,724)	(31,724)	100.0%	0
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	12,075	(148,178)	-1227.1%	(160,253)

FUND BALANCES:

January 1	443,813
June 30	295,636

	Balance 2016	Balance 2015
CASH:		
January 1	430,650	415,047
Increase (Decrease) in Cash	(142,343)	15,603
June 30, 2016/December 31, 2015	288,307	430,650

City of Freeport
AFSA Fund
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Six Months Ended June 30, 2016 (Unaudited)

	Final Budget 2016	Year-to-Date Amount 6/30/16	Year-to-Date % of Budget 6/30/16	Variance With Final Budget
REVENUES:				
State Grants & Aid	12,000	5,683	47.4%	(6,317)
Public Safety	90,583	91,059	100.5%	476
Miscellaneous	4,000	2,935	73.4%	(1,065)
Total Revenues	106,583	99,677	93.5%	(6,906)
EXPENDITURES:				
Salaries & Benefits	35,526	0	0.0%	(35,526)
Supplies	15,250	7,262	47.6%	(7,988)
Professional Services	4,400	0	0.0%	(4,400)
Fire Dept Aid	12,000	2,140	17.8%	(9,860)
Training	4,600	3,020	65.7%	(1,580)
Insurance	11,000	3,253	29.6%	(7,747)
Utilities	5,225	2,441	46.7%	(2,784)
Repairs	3,000	5,337	177.9%	2,337
Miscellaneous	1,350	2,921	216.4%	1,571
Total Expenditures	92,351	26,374	28.6%	(65,977)
Excess of Revenues Over (Under) Expenditures	14,232	73,303	515.1%	59,071
OTHER SOURCES (USES):				
Transfers In	40,224	40,224	100.0%	0
Transfers Out	(3,500)	(3,500)	100.0%	0
Total Other Sources (Uses)	36,724	36,724	100.0%	0
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	50,956	110,027	215.9%	59,071
FUND BALANCES:				
January 1		427,870		
June 30		537,897		
CASH:				
January 1	420,813	355,308		
Increase (Decrease) in Cash	106,690	65,505		
June 30, 2016/December 31, 2015	527,503	420,813		

City of Freeport
TIF Swany White Fund
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Six Months Ended June 30, 2016 (Unaudited)

	Final Budget 2016	Year-to-Date Amount 6/30/16	Year-to-Date % of Budget 6/30/16	Variance With Final Budget
REVENUES:				
Tax Increments	3,000	0	0.0%	(3,000)
Total Revenues	3,000	0	0.0%	(3,000)
EXPENDITURES:				
TIF Payment	3,000	0	0.0%	(3,000)
Total Expenditures	3,000	0	0.0%	(3,000)
Excess of Revenues Over (Under) Expenditures	0	0	N/A	0
OTHER SOURCES (USES):				
Transfers In	0	0	N/A	0
Transfers Out	0	0	N/A	0
Total Other Sources (Uses)	0	0	N/A	0
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	0	0	N/A	0
FUND BALANCES:				
January 1		0		
June 30		0		

	Balance 2016	Balance 2015
CASH:		
January 1	0	1,445
Increase (Decrease) in Cash	0	(1,445)
June 30, 2016/December 31, 2015	0	0

City of Freeport
EDA Fund
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Six Months Ended June 30, 2016 (Unaudited)

	Final Budget 2016	Year-to-Date Amount 6/30/16	Year-to-Date % of Budget 6/30/16	Variance With Final Budget
REVENUES:				
General Property Taxes	10,000	0	0.0%	(10,000)
Miscellaneous	0	79	N/A	79
Total Revenues	10,000	79	0.8%	(9,921)
EXPENDITURES:				
Supplies	800	161	20.2%	(639)
Professional Services	2,000	604	30.2%	(1,396)
Miscellaneous	2,200	64	2.9%	(2,136)
Total Expenditures	5,000	829	16.6%	(4,171)
Excess of Revenues Over (Under) Expenditures	5,000	(751)	-15.0%	(5,751)
OTHER SOURCES (USES):				
Transfers In	0	0	N/A	0
Transfers Out	(5,000)	(5,000)	100.0%	0
Total Other Sources (Uses)	(5,000)	(5,000)	100.0%	0
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	0	(5,751)	N/A	(5,751)
FUND BALANCES:				
January 1		133,722		
June 30		127,971		

	Balance 2016	Balance 2015
CASH:		
January 1	26,894	24,219
Increase (Decrease) in Cash	(5,676)	2,675
June 30, 2016/December 31, 2015	21,218	26,894

City of Freeport
Bonds, 2013 (Refunding of Main St Improvements)
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Six Months Ended June 30, 2016 (Unaudited)

	Final Budget 2016	Year-to-Date Amount 6/30/16	Year-to-Date % of Budget 6/30/16	Variance With Final Budget
REVENUES:				
General Property Taxes	92,500	0	0.0%	(92,500)
Special Assessments	8,281	2,699	32.6%	(5,582)
Miscellaneous	702	222	31.6%	(480)
Total Revenues	101,483	2,920	2.9%	(98,563)
EXPENDITURES:				
Debt Service	123,603	117,645	95.2%	(5,958)
Total Expenditures	123,603	117,645	95.2%	(5,958)
Excess of Revenues				
Over (Under) Expenditures	(22,120)	(114,725)	518.6%	(92,605)
OTHER SOURCES (USES):				
Transfers In	0	0	N/A	0
Transfers Out	0	0	N/A	0
Total Other Sources (Uses)	0	0	N/A	0
Excess of Revenues & Other Sources				
Over (Under) Expenditures & Other Uses	(22,120)	(114,725)	518.6%	(92,605)

FUND BALANCES:

January 1	151,642
June 30	36,918

	Balance 2016	Balance 2015
CASH:		
January 1	150,654	0
Increase (Decrease) in Cash	(113,736)	150,654
June 30, 2016/December 31, 2015	36,918	150,654

City of Freeport
Bonds, 2012 (Refunding of Industrial Park)
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Six Months Ended June 30, 2016 (Unaudited)

	Final Budget 2016	Year-to-Date Amount 6/30/16	Year-to-Date % of Budget 6/30/16	Variance With Final Budget
REVENUES:				
General Property Taxes	90,000	0	0.0%	(90,000)
Miscellaneous	1,847	1,123	60.8%	(724)
Total Revenues	91,847	1,123	1.2%	(90,724)
EXPENDITURES:				
Debt Service	180,018	170,739	94.8%	(9,279)
Total Expenditures	180,018	170,739	94.8%	(9,279)
Excess of Revenues				
Over (Under) Expenditures	(88,171)	(169,616)	192.4%	(81,445)
OTHER SOURCES (USES):				
Transfers In	0	0	N/A	0
Transfers Out	0	0	N/A	0
Total Other Sources (Uses)	0	0	N/A	0
Excess of Revenues & Other Sources				
Over (Under) Expenditures & Other Uses	(88,171)	(169,616)	192.4%	(81,445)
FUND BALANCES:				
January 1		453,322		
June 30		283,706		

	Balance 2016	Balance 2015
CASH:		
January 1	452,793	0
Increase (Decrease) in Cash	(169,087)	452,793
June 30, 2016/December 31, 2015	283,706	452,793

City of Freeport
2006 Small Cities Grant
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Six Months Ended June 30, 2016 (Unaudited)

	Final Budget 2016	Year-to-Date Amount 6/30/16	Year-to-Date % of Budget 6/30/16	Variance With Final Budget
REVENUES:				
Loan Payments Received	0	1,158	N/A	1,158
Miscellaneous	0	307	N/A	307
Total Revenues	0	1,465	N/A	1,465
EXPENDITURES:				
Total Expenditures	0	0	N/A	0
Excess of Revenues Over (Under) Expenditures	0	1,465	N/A	1,465
OTHER SOURCES (USES):				
Transfers In	0	0	N/A	0
Transfers Out	0	0	N/A	0
Total Other Sources (Uses)	0	0	N/A	0
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	0	1,465	N/A	1,465

FUND BALANCES:

January 1	88,421
June 30	89,887

	Balance 2016	Balance 2015
CASH:		
January 1	88,421	79,760
Increase (Decrease) in Cash	1,465	8,661
June 30, 2016/December 31, 2015	89,887	88,421

**City of Freeport
Park Dedication
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Six Months Ended June 30, 2016 (Unaudited)**

	Final Budget 2016	Year-to-Date Amount 6/30/16	Year-to-Date % of Budget 6/30/16	Variance With Final Budget
REVENUES:				
Miscellaneous	0	6	N/A	6
Total Revenues	0	6	N/A	6
EXPENDITURES:				
Total Expenditures	0	0	N/A	0
Excess of Revenues Over (Under) Expenditures	0	6	N/A	6
OTHER SOURCES (USES):				
Transfers In	0	0	N/A	0
Transfers Out	0	0	N/A	0
Total Other Sources (Uses)	0	0	N/A	0
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	0	6	N/A	6

FUND BALANCES:

January 1	1,704
June 30	1,710

	Balance 2016	Balance 2015
CASH:		
January 1	1,704	1,692
Increase (Decrease) in Cash	6	12
June 30, 2016/December 31, 2015	1,710	1,704

City of Freeport
North End Park Fund
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Six Months Ended June 30, 2016 (Unaudited)

	Final Budget 2016	Year-to-Date Amount 6/30/16	Year-to-Date % of Budget 6/30/16	Variance With Final Budget
REVENUES:				
Miscellaneous	0	6	N/A	6
Total Revenues	0	6	N/A	6
EXPENDITURES:				
Total Expenditures	0	0	N/A	0
Excess of Revenues Over (Under) Expenditures	0	6	N/A	6
OTHER SOURCES (USES):				
Transfers In	0	0	N/A	0
Transfers Out	0	0	N/A	0
Total Other Sources (Uses)	0	0	N/A	0
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	0	6	N/A	6

FUND BALANCES:

January 1	1,740
June 30	1,746

	Balance 2016	Balance 2015
CASH:		
January 1	1,740	1,729
Increase (Decrease) in Cash	6	12
June 30, 2016/December 31, 2015	1,746	1,740

City of Freeport
Bucket Fund - Old Tower Preservation
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Six Months Ended June 30, 2016 (Unaudited)

	Final Budget 2016	Year-to-Date Amount 6/30/16	Year-to-Date % of Budget 6/30/16	Variance With Final Budget
REVENUES:				
Miscellaneous	0	18	N/A	18
Total Revenues	0	18	N/A	18
EXPENDITURES:				
Total Expenditures	0	0	N/A	0
Excess of Revenues Over (Under) Expenditures	0	18	N/A	18
OTHER SOURCES (USES):				
Transfers In	0	0	N/A	0
Transfers Out	0	0	N/A	0
Total Other Sources (Uses)	0	0	N/A	0
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	0	18	N/A	18

FUND BALANCES:

January 1	5,239
June 30	5,257

	Balance 2016	Balance 2015
CASH:		
January 1	5,239	5,204
Increase (Decrease) in Cash	18	36
June 30, 2016/December 31, 2015	5,257	5,239

City of Freeport
Street Improvements Fund
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Six Months Ended June 30, 2016 (Unaudited)

	Final Budget 2016	Year-to-Date Amount 6/30/16	Year-to-Date % of Budget 6/30/16	Variance With Final Budget
REVENUES:				
Miscellaneous	0	179	N/A	179
Total Revenues	0	179	N/A	179
EXPENDITURES:				
Professional Services	0	567	N/A	567
Total Expenditures	0	567	N/A	567
Excess of Revenues Over (Under) Expenditures	0	(388)	N/A	(388)
OTHER SOURCES (USES):				
Transfers In	70,000	70,000	100.0%	0
Transfers Out	0	0	N/A	0
Total Other Sources (Uses)	70,000	70,000	100.0%	0
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	70,000	69,612	99.4%	(388)

FUND BALANCES:

January 1	0
June 30	69,612

	Balance 2016	Balance 2015
CASH:		
January 1	0	0
Increase (Decrease) in Cash	69,612	0
June 30, 2016/December 31, 2015	69,612	0

City of Freeport
Capital Equipment Fund
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Six Months Ended June 30, 2016 (Unaudited)

	Final Budget 2016	Year-to-Date Amount 6/30/16	Year-to-Date % of Budget 6/30/16	Variance With Final Budget
REVENUES:				
Miscellaneous	0	26	N/A	26
Total Revenues	0	26	N/A	26
EXPENDITURES:				
Total Expenditures	0	0	N/A	0
Excess of Revenues Over (Under) Expenditures	0	26	N/A	26
OTHER SOURCES (USES):				
Transfers In	10,000	10,000	100.0%	0
Transfers Out	0	0	N/A	0
Total Other Sources (Uses)	10,000	10,000	100.0%	0
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	<u>10,000</u>	10,026	<u>100.3%</u>	<u>26</u>

FUND BALANCES:

January 1	<u>0</u>
June 30	<u><u>10,026</u></u>

	Balance 2016	Balance 2015
CASH:		
January 1	0	0
Increase (Decrease) in Cash	<u>10,026</u>	<u>0</u>
June 30, 2016/December 31, 2015	<u><u>10,026</u></u>	<u><u>0</u></u>

**City of Freeport
Water Fund
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Six Months Ended June 30, 2016 (Unaudited)**

	Final Budget 2016	Year-to-Date Amount 6/30/16	Year-to-Date % of Budget 6/30/16	Variance With Final Budget
REVENUES:				
General Sales and Use Tax	2,000	939	46.9%	(1,061)
Charges for Services	156,200	61,210	39.2%	(94,990)
Miscellaneous	0	1,341	N/A	1,341
Total Revenues	158,200	63,490	40.1%	(94,710)
EXPENDITURES:				
Supplies	3,850	951	24.7%	(2,899)
Professional Services	4,300	862	20.0%	(3,438)
Training	200	0	0.0%	(200)
Insurance	798	392	49.1%	(406)
Utilities	6,300	3,221	51.1%	(3,079)
Water Treatment	8,175	3,531	43.2%	(4,644)
Debt Service	72,740	53,995	74.2%	(18,745)
Miscellaneous	73,830	551	0.7%	(73,279)
Total Expenditures	170,193	63,504	37.3%	(106,690)
Excess of Revenues Over (Under) Expenditures	(11,993)	(14)	0.1%	11,979
OTHER SOURCES (USES):				
Transfers In	0	0	N/A	0
Transfers Out	(53,867)	(53,867)	100.0%	0
Total Other Sources (Uses)	(53,867)	(53,867)	100.0%	0
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	(65,860)	(53,881)	81.8%	11,979

FUND BALANCES:

January 1	2,015,251
June 30	1,961,371

	Balance 2016	Balance 2015
CASH:		
January 1	393,271	416,304
Increase (Decrease) in Cash	(49,382)	(23,033)
June 30, 2016/December 31, 2015	343,889	393,271

**City of Freeport
Waste Water Fund
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Six Months Ended June 30, 2016 (Unaudited)**

	Final Budget 2016	Year-to-Date Amount 6/30/16	Year-to-Date % of Budget 6/30/16	Variance With Final Budget
REVENUES:				
Charges for Services	77,200	29,587	38.3%	(47,613)
Miscellaneous	0	55	N/A	55
Total Revenues	77,200	29,642	38.4%	(47,558)
EXPENDITURES:				
Supplies	1,112	323	29.0%	(790)
Professional Services	3,700	74	2.0%	(3,626)
Training	300	0	0.0%	(300)
Insurance	2,015	778	38.6%	(1,237)
Utilities	1,150	513	44.6%	(637)
Waste Water Treatment	2,020	276	13.7%	(1,744)
Debt Service	34,200	2,250	6.6%	(31,950)
Miscellaneous	62,525	0	0.0%	(62,525)
Total Expenditures	107,022	4,213	3.9%	(102,809)
Excess of Revenues Over (Under) Expenditures	(29,822)	25,428	-85.3%	55,250
OTHER SOURCES (USES):				
Transfers In	0	0	N/A	0
Transfers Out	(42,800)	(42,800)	100.0%	0
Total Other Sources (Uses)	(42,800)	(42,800)	100.0%	0
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	(72,622)	(17,372)	23.9%	55,250
FUND BALANCES:				
January 1		2,072,213		
June 30		2,054,841		

	Balance 2016	Balance 2015
CASH:		
January 1	42,562	68,522
Increase (Decrease) in Cash	(36,395)	(25,961)
June 30, 2016/December 31, 2015	6,167	42,562

City of Freeport
Water USDA Reserve
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Six Months Ended June 30, 2016 (Unaudited)

	Final Budget 2016	Year-to-Date Amount 6/30/16	Year-to-Date % of Budget 6/30/16	Variance With Final Budget
REVENUES:				
Total Revenues	0	0	N/A	0
EXPENDITURES:				
Total Expenditures	0	0	N/A	0
Excess of Revenues Over (Under) Expenditures	0	0	N/A	0
OTHER SOURCES (USES):				
Transfers In	13,867	13,867	100.0%	0
Transfers Out	0	0	N/A	0
Total Other Sources (Uses)	13,867	13,867	100.0%	0
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	13,867	13,867	100.0%	0

FUND BALANCES:

January 1	41,601
June 30	55,468

	Balance 2016	Balance 2015
CASH:		
January 1	41,601	0
Increase (Decrease) in Cash	13,867	41,601
June 30, 2016/December 31, 2015	55,468	41,601

City of Freeport
Waste Water USDA Reserve
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Six Months Ended June 30, 2016 (Unaudited)

	Final Budget 2016	Year-to-Date Amount 6/30/16	Year-to-Date % of Budget 6/30/16	Variance With Final Budget
REVENUES:				
Total Revenues	0	0	N/A	0
EXPENDITURES:				
Total Expenditures	0	0	N/A	0
Excess of Revenues Over (Under) Expenditures	0	0	N/A	0
OTHER SOURCES (USES):				
Transfers In	2,800	2,800	100.0%	0
Transfers Out	0	0	N/A	0
Total Other Sources (Uses)	2,800	2,800	100.0%	0
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	<u>2,800</u>	<u>2,800</u>	<u>100.0%</u>	<u>0</u>

FUND BALANCES:

January 1	<u>8,400</u>
June 30	<u><u>11,200</u></u>

	Balance 2016	Balance 2015
CASH:		
January 1	8,400	0
Increase (Decrease) in Cash	<u>2,800</u>	<u>8,400</u>
June 30, 2016/December 31, 2015	<u><u>11,200</u></u>	<u><u>8,400</u></u>

Job Duty	Date	Initial
Flushed dead ends, went into water tower & drained bottom to overflow pipe, mowed lawn, took discharge sample from ponds	6/27/16	LG
Did well house, water tower, pond checks, mowed lawn, got some #'s together for Dave B on 1.5 ft station starts.	"	LG
got water sample from ponds for discharge had Mike Mowal ^{with D.H.M.} bring to SAW	6/28/16	LG
talked with Team Lab about what to use to control duckweed in primary ponds, went to council meeting, met with John Hughes on crack filling he's hoping to be done this week.	"	LG/ME
Did well house, water tower pond checks, talk with John Hughes on crack filling, gopher one call marking, mowed lawn, checked water meter at 421 1st Ave NW,	"	LG
Did well house, water tower, 1.5 ft station, pond checks, did water sampling tests, water meter readings, got sprayed ready for tomorrow to spray pond 3 for duckweed, filed paper work for June	6/29/16	LG
talk to John Batz about some of his land	"	LG
Did well house, pond, water tower checks	"	LG
sprayed pond 3 for duckweed + turned water on at 421 1st Ave NW	7/1/16	LG
put bags in all ponds, cleaned shop, met with Brian Z and then met with Karl Batz at his land.		LG/ME
well house checks		LG/ME
well house checks	7/2	ME
well house, 1.5 ft station checks, garbages, pond checked	7/3	ME
well house, water tower, pond checks, water testing, mowed lawn at ponds, cleaned shop, put battery back in sweeper, greased lawn mower	7/4	ME
Did well house, water tower, pond checks, Fixed a couple flags, cleaned ^{rinsed} sprayers + wands, did drive around couple house with old vehicle	7/5/16	LG
sitting in yards, talked to county to see when they would be done w/ core II so I could sweep for festival parade., mowed lawn, cleaned lions park	"	LG
Did well house, water tower, pond, 1.5 ft station checks, water sampling, Filed DATA papers, got ^{put down} mulch for uptown, met with Fire suppression ^{James} to test pressure for school, cleaned shop, cleaned & weed walked at lions park, worked on tennis courts (cleaning + putting pipe across bottom of fence.	"	LG
	7/7/16	LG
	"	LG
	"	LG
	"	LG
	"	LG
	"	LG

Job Duty	Date	Initial
met with Brian Zap, ordered pH tester + more chlorine	7/7/16	LG
+ Elodea viles	"	LG
Did well house, water tower, pond checks, ^{finished} cleaning lions park	7/8/16	LG
+ tennis courts, mowed lawn, put bugs in ponds		LG
Did well house, water tower + pond checks	7/9/16	LG
Did well house, water tower + pond checks	7/10/16	LG
Did well house, water tower, lift station, pond checks, did	7/11/16	LG
garbages uptown + by lions park, water sampling + testing	"	LG
did paper work at city hall, pumped water from one sanitary	"	LG
& manhole to another to keep flow		LG/ME
Did well house, water tower, pond checks, did water sampling with	7/12/16	LG
Brian for MWH, mowed lawn, brought pump by church loaded hoses	"	LG
Did well house, water tower, pond checks, mowed lawn by	7/13/16	
industrial + ball + lions park, garbages uptown		
Swept streets, did well house, water tower, lift station, pond	7/14/16	LG/ME
checks did water sampling		LG/ME
Did well house, water tower, lift station, pond checks	7/15/16	LG
put bugs in ponds, worked on street sweeper		LG
cleaned catch basins		LG/ME
got election stuff from Albany for Adri, flushed chemical		LG
sprayers out		LG
Swept parade route, checked well houses, water tower,	7/16/16	LG
+ ponds // 8:00 PM checked at lift stations well house, water tower controls after power surge		LG
Did well house, water tower, pond checks	7/17/16	LG
Did well house, lift station, water tower, pond checks, did	7/18/16	LG
water sampling, Matt S. from preferred control was here	"	LG
to try to get water tower online with Scada, got paper work	"	LG
ready for entering with Andy from Holdingford, mowed lawn	"	LG
met with Andy to do reporting	"	LG
Did well house, water tower, pond checks, greased lawn mower	7/19/16	LG
flushed dead end worked shut off valves	"	LG/ME
mowed lawn	"	LG
Did well house, water tower, pond checks. pulled weeds by	7/20/16	LG
pond 3, started flushing all hydrants and working ^{shut off} valves	"	ME/16
mowed lawn, brought one mower to Butkowski "bearing off"	"	LG/ME
picked up garbages from bike trail + got cones		LG

Dymoke Law Office, P.A.

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July 19, 2016

Adrianna Hennen
City of Freeport
125 Main Street East
Freeport, MN 56331

BY ELECTRONIC MAIL

Re: Monthly Legal Report

Dear Ms. Hennen:

During the period from June 21, 2016 through July 19, 2016, we have given significant attention to the following projects on behalf of the City of Freeport:

- Fleegel Property
Prepared opinion letter outlining procedures for abating nuisance conditions, including potential demolition of the structure.

Respectfully submitted,
Dymoke Law Office, P.A.

by Scott E. Dymoke

Memo

From: Adrianna Hennen, Clerk-Treasurer

To: Freeport City Council

Date: 7/21/16

Re: Water Tower Fee

Attached you will find a spread sheet regarding the water tower fee/bond. The idea of this scenario is that we base the water tower fee on usage instead of a flat fee and to not have the intent on paying the bond earlier, but instead ride it out until 2052 as how it was established. Currently, we have accumulated \$342,000 towards the bond. The idea is that we will spread the \$342,000 that we have saved over the remaining years (\$11,000) and then we will have to bill for the remaining amount that is due (labeled WT Fee to Collect). Then, in 2015 about 13,884,435 gallons of water were used, meaning we would have to charge \$2.86 per 1,000 gallons of water used to make up the difference (\$39,690) that would need to be paid in 2017.

Don't worry if this doesn't make sense right away. We will be going over this in more detail at the meeting.

Water Tower Fees collected beginning in 2012

	Balance as of 5/31/2016	Bank Interest .85%	WT Fee Savings Reduction	Debt Service	WT Fee To Collect	Prev Year Water Usage	Charge per 1000 gal
6/1/2016	\$ 342,000		\$ (11,000)				
9/1/2017	\$ 331,000	\$ 2,814	\$ (11,000)	\$ 50,690	\$ 39,690	13,884,435	2.86
9/1/2018	322,814	2,744	(11,000)	50,120	39,120		
	314,557	2,674	(11,000)	50,620	39,620		
	306,231	2,603	(11,000)	50,100	39,100		
9/1/2021	297,834	2,532	(11,000)	50,645	39,645		
	289,366	2,460	(11,000)	50,040	39,040		
	280,825	2,387	(11,000)	50,500	39,500		
9/1/2024	272,212	2,314	(11,000)	49,940	38,940		
	263,526	2,240	(11,000)	50,439	39,439		
	254,766	2,166	(11,000)	49,800	38,800		
9/1/2027	245,932	2,090	(11,000)	50,220	39,220		
	237,022	2,015	(11,000)	50,620	39,620		
	228,037	1,938	(11,000)	50,052	39,052		
9/1/2030	218,975	1,861	(11,000)	50,380	39,380		
	209,836	1,784	(11,000)	50,740	39,740		
	200,620	1,705	(11,000)	50,080	39,080		
	191,325	1,626	(11,000)	50,465	39,465		
	181,951	1,547	(11,000)	49,740	38,740		
9/1/2035	172,498	1,466	(11,000)	50,060	39,060		
	162,964	1,385	(11,000)	50,360	39,360		
	153,349	1,303	(11,000)	50,677	39,677		
	143,653	1,221	(11,000)	49,900	38,900		
	133,874	1,138	(11,000)	50,160	39,160		
9/1/2040	124,012	1,054	(11,000)	50,400	39,400		
	114,066	970	(11,000)	50,649	39,649		
	104,036	884	(11,000)	49,820	38,820		
	93,920	798	(11,000)	50,020	39,020		
	83,718	712	(11,000)	50,200	39,200		
9/1/2045	73,430	624	(11,000)	50,380	39,380		
	63,054	536	(11,000)	50,500	39,500		
	52,590	447	(11,000)	50,620	39,620		
	42,037	357	(11,000)	50,720	39,720		
	31,394	267	(11,000)	49,810	38,810		
9/1/2050	20,661	176	(11,000)	49,880	38,880		
9/1/2051	9,837	84	(11,000)	49,940	38,940		
9/1/2052	(1,080)	(9)	(11,000)	49,980	38,980		

City of Freeport, Minnesota

\$341,506 - Partial Cash Current Call in 2016 of:
General Obligation Water and Sewer Revenue Bond, Series 2012
(USDA, Rural Development Loan) - uniform

Sources & Uses

Dated 09/01/2016 | Delivered 09/01/2016

Sources Of Funds

Par Amount of Bonds	\$341,505.64
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Total Sources	\$341,505.64
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Uses Of Funds

Deposit to Current Refunding Fund	341,505.64
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Total Uses	\$341,505.64
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City of Freeport, Minnesota

\$341,506 - Partial Cash Current Call in 2016 of:

General Obligation Water and Sewer Revenue Bond, Series 2012

(USDA, Rural Development Loan) - uniform

Debt Service Comparison

Date	Total P+I	Existing D/S	Net New D/S	Old Net D/S	Savings
09/01/2016	-	-	-	-	-
09/01/2017	341,505.64	36,931.72	378,437.36	50,690.19	(327,747.17)
09/01/2018	-	36,520.00	36,520.00	50,120.00	13,600.00
09/01/2019	-	37,160.00	37,160.00	50,620.00	13,460.00
09/01/2020	-	36,780.00	36,780.00	50,100.00	13,320.00
09/01/2021	-	37,447.67	37,447.67	50,644.60	13,196.93
09/01/2022	-	37,000.00	37,000.00	50,040.00	13,040.00
09/01/2023	-	37,600.00	37,600.00	50,500.00	12,900.00
09/01/2024	-	37,180.00	37,180.00	49,940.00	12,760.00
09/01/2025	-	36,803.18	36,803.18	50,438.58	13,635.40
09/01/2026	-	37,340.00	37,340.00	49,800.00	12,460.00
09/01/2027	-	36,900.00	36,900.00	50,220.00	13,320.00
09/01/2028	-	37,460.00	37,460.00	50,620.00	13,160.00
09/01/2029	-	37,038.35	37,038.35	50,052.05	13,013.70
09/01/2030	-	36,540.00	36,540.00	50,380.00	13,840.00
09/01/2031	-	37,080.00	37,080.00	50,740.00	13,660.00
09/01/2032	-	36,600.00	36,600.00	50,080.00	13,480.00
09/01/2033	-	37,153.21	37,153.21	50,464.99	13,311.78
09/01/2034	-	36,620.00	36,620.00	49,740.00	13,120.00
09/01/2035	-	37,120.00	37,120.00	50,060.00	12,940.00
09/01/2036	-	37,600.00	37,600.00	50,360.00	12,760.00
09/01/2037	-	37,087.56	37,087.56	50,677.37	13,589.81
09/01/2038	-	36,520.00	36,520.00	49,900.00	13,380.00
09/01/2039	-	36,980.00	36,980.00	50,160.00	13,180.00
09/01/2040	-	37,420.00	37,420.00	50,400.00	12,980.00
09/01/2041	-	37,861.48	37,861.48	50,649.10	12,787.62
09/01/2042	-	37,240.00	37,240.00	49,820.00	12,580.00
09/01/2043	-	36,640.00	36,640.00	50,020.00	13,380.00
09/01/2044	-	37,040.00	37,040.00	50,200.00	13,160.00
09/01/2045	-	37,434.84	37,434.84	50,380.16	12,945.32
09/01/2046	-	37,780.00	37,780.00	50,500.00	12,720.00
09/01/2047	-	37,120.00	37,120.00	50,620.00	13,500.00
09/01/2048	-	37,460.00	37,460.00	50,720.00	13,260.00
09/01/2049	-	36,787.62	36,787.62	49,810.41	13,022.79
09/01/2050	-	36,100.00	36,100.00	49,880.00	13,780.00
09/01/2051	-	36,420.00	36,420.00	49,940.00	13,520.00
09/01/2052	-	36,720.00	36,720.00	49,980.00	13,260.00
Total	\$341,505.64	\$1,333,485.63	\$1,674,991.27	\$1,809,267.45	\$134,276.18

PV Analysis Summary (Net to Net)

Net PV Cashflow Savings @ 0.000%(Escrow Yield)...	134,276.18
Net Present Value Benefit	\$134,276.18
Net PV Benefit / \$475,781.82 PV Refunded Debt Service	28.222%
Net PV Benefit / \$337,000 Refunded Principal...	39.845%
Net PV Benefit / \$341,506 Refunding Principal..	39.319%

Refunding Bond Information

Refunding Dated Date	9/01/2016
Refunding Delivery Date	9/01/2016
Partial Cash CR 2012 Wat& SINGLE PURPOSE 6/28/2016 3:25 PM	

City of Freeport, Minnesota

\$341,506 - Partial Cash Current Call in 2016 of:

General Obligation Water and Sewer Revenue Bond, Series 2012

(USDA, Rural Development Loan) - uniform

Current Refunding Escrow

Date	Rate	Receipts	Disbursements	Cash Balance
09/01/2016	-	341,505.64	341,505.64	-
Total	-	\$341,505.64	\$341,505.64	-

Investment Parameters

Investment Model [PV, GIC, or Securities]	Securities
Default investment yield target	Unrestricted
Cash Deposit	341,505.64
Total Cost of Investments	\$341,505.64
Target Cost of Investments at bond yield	\$341,505.64
Yield to Receipt	-
Yield for Arbitrage Purposes	-

City of Freeport, Minnesota

\$341,506 - Partial Cash Current Call in 2016 of:

General Obligation Water and Sewer Revenue Bond, Series 2012

(USDA, Rural Development Loan) - uniform

Summary Of Bonds Refunded

Issue	Maturity	Type	of Bond	Coupon	Maturity Value	Call Date	Call Price
Dated 1/01/2016 Delivered 1/01/2016							
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2017	Serial	Coupon	2.000%	7,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2018	Serial	Coupon	2.000%	7,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2019	Serial	Coupon	2.000%	7,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2020	Serial	Coupon	2.000%	7,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2021	Serial	Coupon	2.000%	7,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2022	Serial	Coupon	2.000%	7,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2023	Serial	Coupon	2.000%	7,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2024	Serial	Coupon	2.000%	7,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2025	Serial	Coupon	2.000%	8,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2026	Serial	Coupon	2.000%	7,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2027	Serial	Coupon	2.000%	8,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2028	Serial	Coupon	2.000%	8,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2029	Serial	Coupon	2.000%	8,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2030	Serial	Coupon	2.000%	9,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2031	Serial	Coupon	2.000%	9,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2032	Serial	Coupon	2.000%	9,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2033	Serial	Coupon	2.000%	9,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2034	Serial	Coupon	2.000%	9,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2035	Serial	Coupon	2.000%	9,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2036	Serial	Coupon	2.000%	9,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2037	Serial	Coupon	2.000%	10,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2038	Serial	Coupon	2.000%	10,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2039	Serial	Coupon	2.000%	10,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2040	Serial	Coupon	2.000%	10,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2041	Serial	Coupon	2.000%	10,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2042	Serial	Coupon	2.000%	10,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2043	Serial	Coupon	2.000%	11,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2044	Serial	Coupon	2.000%	11,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2045	Serial	Coupon	2.000%	11,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2046	Serial	Coupon	2.000%	11,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2047	Serial	Coupon	2.000%	12,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2048	Serial	Coupon	2.000%	12,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2049	Serial	Coupon	2.000%	12,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2050	Serial	Coupon	2.000%	13,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2051	Serial	Coupon	2.000%	13,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2052	Serial	Coupon	2.000%	13,000	09/01/2016	100.000%
Subtotal	-	-	-	-	\$337,000	-	-
Total	-	-	-	-	\$337,000	-	-

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City of Freeport, Minnesota

\$1,281,000 General Obligation Water and Sewer Revenue Bond, Series 2012
(USDA, Rural Development Loan)

Debt Service To Maturity And To Call

Date	Refunded Bonds	Refunded Interest	D/S To Call	Principal	Coupon	Interest	Refunded D/S
09/01/2016	337,000.00	4,505.64	341,505.64	-	-	-	-
01/01/2017	-	-	-	7,000.00	2.000%	6,758.47	13,758.47
01/01/2018	-	-	-	7,000.00	2.000%	6,600.00	13,600.00
01/01/2019	-	-	-	7,000.00	2.000%	6,460.00	13,460.00
01/01/2020	-	-	-	7,000.00	2.000%	6,320.00	13,320.00
01/01/2021	-	-	-	7,000.00	2.000%	6,196.93	13,196.93
01/01/2022	-	-	-	7,000.00	2.000%	6,040.00	13,040.00
01/01/2023	-	-	-	7,000.00	2.000%	5,900.00	12,900.00
01/01/2024	-	-	-	7,000.00	2.000%	5,760.00	12,760.00
01/01/2025	-	-	-	8,000.00	2.000%	5,635.40	13,635.40
01/01/2026	-	-	-	7,000.00	2.000%	5,460.00	12,460.00
01/01/2027	-	-	-	8,000.00	2.000%	5,320.00	13,320.00
01/01/2028	-	-	-	8,000.00	2.000%	5,160.00	13,160.00
01/01/2029	-	-	-	8,000.00	2.000%	5,013.70	13,013.70
01/01/2030	-	-	-	9,000.00	2.000%	4,840.00	13,840.00
01/01/2031	-	-	-	9,000.00	2.000%	4,660.00	13,660.00
01/01/2032	-	-	-	9,000.00	2.000%	4,480.00	13,480.00
01/01/2033	-	-	-	9,000.00	2.000%	4,311.78	13,311.78
01/01/2034	-	-	-	9,000.00	2.000%	4,120.00	13,120.00
01/01/2035	-	-	-	9,000.00	2.000%	3,940.00	12,940.00
01/01/2036	-	-	-	9,000.00	2.000%	3,760.00	12,760.00
01/01/2037	-	-	-	10,000.00	2.000%	3,589.81	13,589.81
01/01/2038	-	-	-	10,000.00	2.000%	3,380.00	13,380.00
01/01/2039	-	-	-	10,000.00	2.000%	3,180.00	13,180.00
01/01/2040	-	-	-	10,000.00	2.000%	2,980.00	12,980.00
01/01/2041	-	-	-	10,000.00	2.000%	2,787.62	12,787.62
01/01/2042	-	-	-	10,000.00	2.000%	2,580.00	12,580.00
01/01/2043	-	-	-	11,000.00	2.000%	2,380.00	13,380.00
01/01/2044	-	-	-	11,000.00	2.000%	2,160.00	13,160.00
01/01/2045	-	-	-	11,000.00	2.000%	1,945.32	12,945.32
01/01/2046	-	-	-	11,000.00	2.000%	1,720.00	12,720.00
01/01/2047	-	-	-	12,000.00	2.000%	1,500.00	13,500.00
01/01/2048	-	-	-	12,000.00	2.000%	1,260.00	13,260.00
01/01/2049	-	-	-	12,000.00	2.000%	1,022.79	13,022.79
01/01/2050	-	-	-	13,000.00	2.000%	780.00	13,780.00
01/01/2051	-	-	-	13,000.00	2.000%	520.00	13,520.00
01/01/2052	-	-	-	13,000.00	2.000%	260.00	13,260.00
Total	\$337,000.00	\$4,505.64	\$341,505.64	\$337,000.00	-	\$138,781.82	\$475,781.82

Yield Statistics

Base date for Avg. Life & Avg. Coupon Calculation	9/01/2016
Average Life	19.909 Years
Average Coupon	2.0013340%
Weighted Average Maturity (Par Basis)	19.909 Years

Refunding Bond Information

Refunding Dated Date	9/01/2016
Refunding Delivery Date	9/01/2016

City of Freeport, Minnesota

\$1,281,000 General Obligation Water and Sewer Revenue Bond, Series 2012
(USDA, Rural Development Loan)

Current Outstanding Debt Service

Date	Principal	Coupon	Interest	Total P+I
01/01/2017	18,000.00	2.000%	18,931.72	36,931.72
01/01/2018	18,000.00	2.000%	18,520.00	36,520.00
01/01/2019	19,000.00	2.000%	18,160.00	37,160.00
01/01/2020	19,000.00	2.000%	17,780.00	36,780.00
01/01/2021	20,000.00	2.000%	17,447.67	37,447.67
01/01/2022	20,000.00	2.000%	17,000.00	37,000.00
01/01/2023	21,000.00	2.000%	16,600.00	37,600.00
01/01/2024	21,000.00	2.000%	16,180.00	37,180.00
01/01/2025	21,000.00	2.000%	15,803.18	36,803.18
01/01/2026	22,000.00	2.000%	15,340.00	37,340.00
01/01/2027	22,000.00	2.000%	14,900.00	36,900.00
01/01/2028	23,000.00	2.000%	14,460.00	37,460.00
01/01/2029	23,000.00	2.000%	14,038.35	37,038.35
01/01/2030	23,000.00	2.000%	13,540.00	36,540.00
01/01/2031	24,000.00	2.000%	13,080.00	37,080.00
01/01/2032	24,000.00	2.000%	12,600.00	36,600.00
01/01/2033	25,000.00	2.000%	12,153.21	37,153.21
01/01/2034	25,000.00	2.000%	11,620.00	36,620.00
01/01/2035	26,000.00	2.000%	11,120.00	37,120.00
01/01/2036	27,000.00	2.000%	10,600.00	37,600.00
01/01/2037	27,000.00	2.000%	10,087.56	37,087.56
01/01/2038	27,000.00	2.000%	9,520.00	36,520.00
01/01/2039	28,000.00	2.000%	8,980.00	36,980.00
01/01/2040	29,000.00	2.000%	8,420.00	37,420.00
01/01/2041	30,000.00	2.000%	7,861.48	37,861.48
01/01/2042	30,000.00	2.000%	7,240.00	37,240.00
01/01/2043	30,000.00	2.000%	6,640.00	36,640.00
01/01/2044	31,000.00	2.000%	6,040.00	37,040.00
01/01/2045	32,000.00	2.000%	5,434.84	37,434.84
01/01/2046	33,000.00	2.000%	4,780.00	37,780.00
01/01/2047	33,000.00	2.000%	4,120.00	37,120.00
01/01/2048	34,000.00	2.000%	3,460.00	37,460.00
01/01/2049	34,000.00	2.000%	2,787.62	36,787.62
01/01/2050	34,000.00	2.000%	2,100.00	36,100.00
01/01/2051	35,000.00	2.000%	1,420.00	36,420.00
01/01/2052	36,000.00	2.000%	720.00	36,720.00
Total	\$944,000.00	-	\$389,485.63	\$1,333,485.63

Yield Statistics

Base date for Avg. Life & Avg. Coupon Calculation	9/01/2016
Average Life	19.948 Years
Average Coupon	2.0013340%
Weighted Average Maturity (Par Basis)	19.948 Years

Refunding Bond Information

Refunding Dated Date	9/01/2016
Refunding Delivery Date	9/01/2016

City of Freeport, Minnesota

\$341,506 - Partial Cash Current Call in 2016 of:
General Obligation Water and Sewer Revenue Bond, Series 2012
(USDA, Rural Development Loan) - short term

Sources & Uses

Dated 09/01/2016 | Delivered 09/01/2016

Sources Of Funds

Par Amount of Bonds	\$341,505.64
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Total Sources	\$341,505.64
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Uses Of Funds

Deposit to Current Refunding Fund	341,505.64
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Total Uses	\$341,505.64
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City of Freeport, Minnesota

\$341,506 - Partial Cash Current Call in 2016 of:

General Obligation Water and Sewer Revenue Bond, Series 2012

(USDA, Rural Development Loan) - short term

Debt Service Comparison

Date	Total P+I	Existing D/S	Net New D/S	Old Net D/S	Savings
09/01/2016	-	-	-	-	-
09/01/2017	341,505.64	43,931.72	385,437.36	50,690.19	(334,747.17)
09/01/2018	-	43,380.00	43,380.00	50,120.00	6,740.00
09/01/2019	-	43,880.00	43,880.00	50,620.00	6,740.00
09/01/2020	-	43,360.00	43,360.00	50,100.00	6,740.00
09/01/2021	-	43,886.13	43,886.13	50,644.60	6,758.47
09/01/2022	-	43,300.00	43,300.00	50,040.00	6,740.00
09/01/2023	-	43,760.00	43,760.00	50,500.00	6,740.00
09/01/2024	-	43,200.00	43,200.00	49,940.00	6,740.00
09/01/2025	-	43,680.11	43,680.11	50,438.58	6,758.47
09/01/2026	-	43,060.00	43,060.00	49,800.00	6,740.00
09/01/2027	-	43,480.00	43,480.00	50,220.00	6,740.00
09/01/2028	-	43,880.00	43,880.00	50,620.00	6,740.00
09/01/2029	-	43,293.58	43,293.58	50,052.05	6,758.47
09/01/2030	-	43,640.00	43,640.00	50,380.00	6,740.00
09/01/2031	-	44,000.00	44,000.00	50,740.00	6,740.00
09/01/2032	-	43,340.00	43,340.00	50,080.00	6,740.00
09/01/2033	-	43,706.52	43,706.52	50,464.99	6,758.47
09/01/2034	-	43,000.00	43,000.00	49,740.00	6,740.00
09/01/2035	-	43,320.00	43,320.00	50,060.00	6,740.00
09/01/2036	-	43,620.00	43,620.00	50,360.00	6,740.00
09/01/2037	-	43,918.90	43,918.90	50,677.37	6,758.47
09/01/2038	-	43,160.00	43,160.00	49,900.00	6,740.00
09/01/2039	-	43,420.00	43,420.00	50,160.00	6,740.00
09/01/2040	-	43,660.00	43,660.00	50,400.00	6,740.00
09/01/2041	-	43,890.63	43,890.63	50,649.10	6,758.47
09/01/2042	-	43,080.00	43,080.00	49,820.00	6,740.00
09/01/2043	-	43,280.00	43,280.00	50,020.00	6,740.00
09/01/2044	-	43,460.00	43,460.00	50,200.00	6,740.00
09/01/2045	-	31,621.69	31,621.69	50,380.16	18,758.47
09/01/2046	-	-	-	50,500.00	50,500.00
09/01/2047	-	-	-	50,620.00	50,620.00
09/01/2048	-	-	-	50,720.00	50,720.00
09/01/2049	-	-	-	49,810.41	49,810.41
09/01/2050	-	-	-	49,880.00	49,880.00
09/01/2051	-	-	-	49,940.00	49,940.00
09/01/2052	-	-	-	49,980.00	49,980.00
Total	\$341,505.64	\$1,250,209.28	\$1,591,714.92	\$1,809,267.45	\$217,552.53

PV Analysis Summary (Net to Net)

Net PV Cashflow Savings @ 0.000%(Escrow Yield)...	217,552.53
Net Present Value Benefit	\$217,552.53
Net PV Benefit / \$559,058.17 PV Refunded Debt Service	38.914%
Net PV Benefit / \$337,000 Refunded Principal...	64.556%
Net PV Benefit / \$341,506 Refunding Principal..	63.704%

Refunding Bond Information

Refunding Dated Date	9/01/2016
Refunding Delivery Date	9/01/2016
Partial Cash CR 2012 Wat& SINGLE PURPOSE 6/28/2016 3:25 PM	

City of Freeport, Minnesota

\$341,506 - Partial Cash Current Call in 2016 of:

General Obligation Water and Sewer Revenue Bond, Series 2012

(USDA, Rural Development Loan) - short term

Current Refunding Escrow

Date	Rate	Receipts	Disbursements	Cash Balance
09/01/2016	-	341,505.64	341,505.64	-
Total	-	\$341,505.64	\$341,505.64	-

Investment Parameters

Investment Model [PV, GIC, or Securities]	Securities
Default investment yield target	Unrestricted
Cash Deposit	341,505.64
Total Cost of Investments	\$341,505.64
Target Cost of Investments at bond yield	\$341,505.64
Yield to Receipt	-
Yield for Arbitrage Purposes	-

City of Freeport, Minnesota

\$341,506 - Partial Cash Current Call in 2016 of:

General Obligation Water and Sewer Revenue Bond, Series 2012

(USDA, Rural Development Loan) - short term

Summary Of Bonds Refunded

Issue	Maturity	Type	of Bond	Coupon	Maturity Value	Call Date	Call Price
Dated 1/01/2016 Delivered 1/01/2016							
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2045	Serial	Coupon	2.000%	12,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2046	Serial	Coupon	2.000%	44,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2047	Serial	Coupon	2.000%	45,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2048	Serial	Coupon	2.000%	46,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2049	Serial	Coupon	2.000%	46,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2050	Serial	Coupon	2.000%	47,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2051	Serial	Coupon	2.000%	48,000	09/01/2016	100.000%
2012 GO Water & Sewer Rev Bond (USDA) -CR file	01/01/2052	Serial	Coupon	2.000%	49,000	09/01/2016	100.000%
Subtotal	-	-	-	-	\$337,000	-	-
Total	-	-	-	-	\$337,000	-	-



City of Freeport, Minnesota

\$1,281,000 General Obligation Water and Sewer Revenue Bond, Series 2012
(USDA, Rural Development Loan)

Debt Service To Maturity And To Call

Date	Refunded Bonds	Refunded Interest	D/S To Call	Principal	Coupon	Interest	Refunded D/S
09/01/2016	337,000.00	4,505.64	341,505.64	-	-	-	-
01/01/2017	-	-	-	-	2.000%	6,758.47	6,758.47
01/01/2018	-	-	-	-	2.000%	6,740.00	6,740.00
01/01/2019	-	-	-	-	2.000%	6,740.00	6,740.00
01/01/2020	-	-	-	-	2.000%	6,740.00	6,740.00
01/01/2021	-	-	-	-	2.000%	6,758.47	6,758.47
01/01/2022	-	-	-	-	2.000%	6,740.00	6,740.00
01/01/2023	-	-	-	-	2.000%	6,740.00	6,740.00
01/01/2024	-	-	-	-	2.000%	6,740.00	6,740.00
01/01/2025	-	-	-	-	2.000%	6,758.47	6,758.47
01/01/2026	-	-	-	-	2.000%	6,740.00	6,740.00
01/01/2027	-	-	-	-	2.000%	6,740.00	6,740.00
01/01/2028	-	-	-	-	2.000%	6,740.00	6,740.00
01/01/2029	-	-	-	-	2.000%	6,758.47	6,758.47
01/01/2030	-	-	-	-	2.000%	6,740.00	6,740.00
01/01/2031	-	-	-	-	2.000%	6,740.00	6,740.00
01/01/2032	-	-	-	-	2.000%	6,740.00	6,740.00
01/01/2033	-	-	-	-	2.000%	6,758.47	6,758.47
01/01/2034	-	-	-	-	2.000%	6,740.00	6,740.00
01/01/2035	-	-	-	-	2.000%	6,740.00	6,740.00
01/01/2036	-	-	-	-	2.000%	6,740.00	6,740.00
01/01/2037	-	-	-	-	2.000%	6,758.47	6,758.47
01/01/2038	-	-	-	-	2.000%	6,740.00	6,740.00
01/01/2039	-	-	-	-	2.000%	6,740.00	6,740.00
01/01/2040	-	-	-	-	2.000%	6,740.00	6,740.00
01/01/2041	-	-	-	-	2.000%	6,758.47	6,758.47
01/01/2042	-	-	-	-	2.000%	6,740.00	6,740.00
01/01/2043	-	-	-	-	2.000%	6,740.00	6,740.00
01/01/2044	-	-	-	-	2.000%	6,740.00	6,740.00
01/01/2045	-	-	-	12,000.00	2.000%	6,758.47	18,758.47
01/01/2046	-	-	-	44,000.00	2.000%	6,500.00	50,500.00
01/01/2047	-	-	-	45,000.00	2.000%	5,620.00	50,620.00
01/01/2048	-	-	-	46,000.00	2.000%	4,720.00	50,720.00
01/01/2049	-	-	-	46,000.00	2.000%	3,810.41	49,810.41
01/01/2050	-	-	-	47,000.00	2.000%	2,880.00	49,880.00
01/01/2051	-	-	-	48,000.00	2.000%	1,940.00	49,940.00
01/01/2052	-	-	-	49,000.00	2.000%	980.00	49,980.00
Total	\$337,000.00	\$4,505.64	\$341,505.64	\$337,000.00	-	\$222,058.17	\$559,058.17

Yield Statistics

Base date for Avg. Life & Avg. Coupon Calculation	9/01/2016
Average Life	32.256 Years
Average Coupon	2.0013418%
Weighted Average Maturity (Par Basis)	32.256 Years

Refunding Bond Information

Refunding Dated Date	9/01/2016
Refunding Delivery Date	9/01/2016

City of Freeport, Minnesota

\$1,281,000 General Obligation Water and Sewer Revenue Bond, Series 2012
(USDA, Rural Development Loan)

Current Outstanding Debt Service

Date	Principal	Coupon	Interest	Total P+I
01/01/2017	25,000.00	2.000%	18,931.72	43,931.72
01/01/2018	25,000.00	2.000%	18,380.00	43,380.00
01/01/2019	26,000.00	2.000%	17,880.00	43,880.00
01/01/2020	26,000.00	2.000%	17,360.00	43,360.00
01/01/2021	27,000.00	2.000%	16,886.13	43,886.13
01/01/2022	27,000.00	2.000%	16,300.00	43,300.00
01/01/2023	28,000.00	2.000%	15,760.00	43,760.00
01/01/2024	28,000.00	2.000%	15,200.00	43,200.00
01/01/2025	29,000.00	2.000%	14,680.11	43,680.11
01/01/2026	29,000.00	2.000%	14,060.00	43,060.00
01/01/2027	30,000.00	2.000%	13,480.00	43,480.00
01/01/2028	31,000.00	2.000%	12,880.00	43,880.00
01/01/2029	31,000.00	2.000%	12,293.58	43,293.58
01/01/2030	32,000.00	2.000%	11,640.00	43,640.00
01/01/2031	33,000.00	2.000%	11,000.00	44,000.00
01/01/2032	33,000.00	2.000%	10,340.00	43,340.00
01/01/2033	34,000.00	2.000%	9,706.52	43,706.52
01/01/2034	34,000.00	2.000%	9,000.00	43,000.00
01/01/2035	35,000.00	2.000%	8,320.00	43,320.00
01/01/2036	36,000.00	2.000%	7,620.00	43,620.00
01/01/2037	37,000.00	2.000%	6,918.90	43,918.90
01/01/2038	37,000.00	2.000%	6,160.00	43,160.00
01/01/2039	38,000.00	2.000%	5,420.00	43,420.00
01/01/2040	39,000.00	2.000%	4,660.00	43,660.00
01/01/2041	40,000.00	2.000%	3,890.63	43,890.63
01/01/2042	40,000.00	2.000%	3,080.00	43,080.00
01/01/2043	41,000.00	2.000%	2,280.00	43,280.00
01/01/2044	42,000.00	2.000%	1,460.00	43,460.00
01/01/2045	31,000.00	2.000%	621.69	31,621.69
Total	\$944,000.00	-	\$306,209.28	\$1,250,209.28

Yield Statistics

Base date for Avg. Life & Avg. Coupon Calculation	9/01/2016
Average Life	15.540 Years
Average Coupon	2.0013418%
Weighted Average Maturity (Par Basis)	15.540 Years

Refunding Bond Information

Refunding Dated Date	9/01/2016
Refunding Delivery Date	9/01/2016

CITY OF FREEPORT, MINNESOTA
RESOLUTION 2016-07

A RESOLUTION APPROVING A VARIANCE REDUCING A TWENTY FIVE FOOT VISIBILITY
TRIANGLE AND BUILDING A SIGN CLOSER THAN ONE HUNDRED FEET TO A RESIDENTIAL
DISTRICT UPON THE LOT AT 121 FIRST AVENUE NORTH

WHEREAS, Freeport Veterinary Service Inc. (Applicant) has submitted a request for a variance to allow for construction of a sign within the twenty five (25) foot visibility triangle and to be built closer than one hundred (100) feet of a residential district at 121 First Avenue North; and

WHEREAS, 121 First Avenue North is located at Lot One (001), Block Six (006) of Townsite of Freeport.

WHEREAS, A notice of the time, place and purpose of a hearing on the proposed variance was published once in the official newspaper of the municipality as least ten (10) days before the day of the hearing with a copy of the notice posted for public viewing; and,

WHEREAS, A copy of the application of the proposed variance was available at the City Offices for public review; and

WHEREAS, The property is zoned C-1, Community Commercial; and

WHEREAS, The City Council is the Board of Adjustment in Freeport; and,

WHEREAS, A public hearing was conducted by the City Council on July 26, 2016 to accept public input on the variance; and,

WHEREAS, The City Council has reviewed and considered the variance request in accordance with Freeport City Code Section 500.64; and

WHEREAS, The City Council makes with the following findings:

1. That there are exceptional or extraordinary circumstances or conditions applying to the property in question as to the intended use of the property that do not apply generally to other properties in the same zoning district.
2. That such variance is necessary for the preservation and enjoyment of a substantial property right similar to that possessed by other properties in the same district and in the same vicinity. The possibility of increased financial return is not in itself deemed sufficient to warrant a variance.
3. That the authorizing of such variance will not be a substantial detriment to adjacent property and will not materially impair the intent and purpose of this code or the public interest.

4. That the condition or the situation of said property, or the intended use of said property, or the intended use of said property for which the variance is sought, is not of so general or recurrent a nature as to make reasonably practicable the formulation of a general regulation for such conditions or situation.
5. That in the case of a solar collection variance, the applicant is unable to utilize solar energy systems under the provisions of this code. *Does not apply.*
6. In granting a variance, the Board of Adjustment may impose conditions to insure compliance and to protect adjacent properties. The Board of Adjustment may not permit as a variance any use that is not permitted under this code for the property in the district where the affected person's land is located. *The proposed use is an allowed use under the zoning code of the City.*

NOW, THEREFOR, BE IT RESOLVED BY THE CITY OF FREEPORT THAT: The Applicant's request for a variance to allow construction of a sign within the twenty five (25) foot visibility triangle and to be built closer than one hundred (100) feet of a residential district at 121 First Avenue North is hereby approved, subject to the following conditions:

DATED THIS 26TH DAY OF JULY, 2016

Motion by:

Second by:

Council members voting in favor:

Opposed or abstained:

Rodney Atkinson, Mayor

ATTEST:

Adrianna Hennen, Clerk-Treasurer

Drafted by: Adrianna Hennen, Clerk-Treasurer
City of Freeport, MN, 125 Main Street East, PO Box 301, Freeport, MN 56331

Dymoke Law Office, P.A.

300 Riverside Avenue NW

Melrose, Minnesota 56352

Telephone (320) 256-4205

Fax (320) 256-7201

July 19, 2016

Adrianna Hennen
City of Freeport
125 Main Street East
P.O. Box 301
Freeport, MN 56331

BY ELECTRONIC MAIL

Re: Harry & Mary Fleegel Property/
605 First Avenue N

Dear Ms. Hennen:

I have reviewed the photographs you provided me of the Fleegel property, as well the Freeport City Code and applicable state statutes. The Fleegels have allowed this property to fall into disrepair, to the point that it may be a hazardous building under state law.

The photographs are from March 2016 and illustrate multiple problems, including:

1. Deteriorated exterior siding, door frames, window frames, roof soffits, and roof fascia boards with gaps, loose and rotting boards,
2. Peeling and deteriorating paint on the exterior siding, door frames, window frames, roof soffits, and roof fascia boards,
3. Missing and deteriorating shingles on the roof,
4. Portions of missing roof gutters,
5. Electric utility mast loose and falling from the side of the building,
6. Foundation in poor repair, with holes and gaps,
7. Deteriorating wooden stairs to the door, peeling and deteriorating paint on the stairs, and
8. Over grown brush and weeds on the property.

In my review of the photographs and City Code, I note violations of Section 600 – Litter, Section 605 – Noxious Weeds, Section 2010.01 – Nuisances Affecting Health, Section 2010.05 – Nuisances Affecting Safety, and Section 2010.06 – Building Maintenance.

From the exterior appearance of the property, I am assuming that the house is unoccupied, and that it is not receiving electric, water, or sanitary sewer service. If this is true, the water traps in the house's drains may be dry, allowing sewer gas to escape into the building. This would be an additional violation of Section 2010.05 – Nuisances Affecting Safety

To remedy the property's maintenance issues, I recommend taking the following actions:

1. Re-inspect the property and take fresh photographs of the property, including the building and grounds. It is important to document that the condition of the property has not improved in the past four months.
2. Issue an abatement notice to the Fleegel's and their mortgage company, TCF National Bank. The abatement notice must recite the City Code sections violated, the specific steps needed to abate the problems, and allow a reasonable time to complete the work. The abatement notice must also state that if the work is not completed in the time allowed, the matter will be referred to the City Council for further action.

The abatement notice may be served by either certified mail or personal service. Service by certified mail is sufficient on the mortgage company, but I recommend having the Fleegel's personally served by the Hennepin County Sheriff's Office at their Plymouth, Minnesota address. In addition, I recommend posting a copy of the abatement notice on the building.

3. Assuming Fleegels do not respond to the abatement notice, the next step is for the matter to be scheduled for a hearing before the City Council. Notice of the hearing is mailed to Fleegels and the mortgage company, published, and posted. In addition to posting the notice of hearing at City Hall, I recommend posting a notice of hearing on the building.

At the hearing, the Council receives evidence of the property's condition and Fleegels are permitted a chance to address the Council. After the hearing, the Council determines if the conditions on the property are nuisance, and if so orders abatement within a prescribed time.

4. If Fleegels disregard the Council's order, we would file a motion with district court, requesting and order pursuant to Minn. Statutes Ch. 463 authorizing the City to abate the nuisances and collect the costs of abatement as a special assessment with the building's property taxes. The costs recoverable include abatement expenses, attorney fees, and court fees.

This process outlined above is for cleaning up the conditions visible from the outside of the property. If the Council prefers razing the property, the interior of the building will need to be inspected. The inspection would be conducted by the City Building Inspector. We would be looking for evidence of sufficient deterioration of the supporting structures, roof, and foundation to justify razing the building as a hazardous structure under Minn. Stat. Ch. 463.

To enter the building for an inspection, we will need either the Fleegels' written consent, or an administrative search warrant from the Court. If Fleegels will not consent to an inspection, please contact me about applying to the Court for an administrative search warrant.

After the property is inspected and determined to be hazardous, the process is similar that outlined above. The Council holds a public hearing, declares the property hazardous, and issues an order directing that the property be razed within a reasonable time. If Fleegels do not comply with the Council's order, we file a motion with the Court, requesting an order authorizing the City to raze the property and collect the costs of abatement as a special assessment with the building's property taxes.

Whichever course the Council takes, be aware that the action will likely cost tens of thousands of dollars in abatement costs, court costs, and attorney's fees. While the statutes permit the city to recover these costs through an assessment, there is the risk that Fleegels will simply stop paying their real estate taxes and allow the property to forfeit to the State of Minnesota.

I have not outlined in detail the process for having the City of Freeport condemn the property. Depending on the findings from an inspection, it may be possible to condemn the property. At the end of the condemnation action, Freeport would own the property and could simply tear down the building. However, condemnation is a longer court process and would require the City to prepare an appraisal, potentially reimburse Fleegels for their own appraisal, and ultimately pay the court approved purchase price for the property. All of these expenses, plus court costs and attorney's fees, would be incurred before the City could begin tearing down the building. After the building is torn down, the only recovery available to the City is from a sale of the lot. Again, there is a good chance that most of the City's costs would not be recovered from the sale.

As always, thank you for allowing us to be of assistance; if you have any additional questions or concerns, please feel free to contact us.

Sincerely,
Dymoke Law Office, P.A.

by Scott E. Dymoke

Memo

From: Adrianna Hennen, Clerk-Treasurer

To: Freeport City Council

Date: 7/19/16

Re: New Laws – Zoning Changes

Scott informed me earlier in the month that during the last session legislature approved a new law. I have attached documents that describe the changes, along with an article that Eveslage saw in the Star Tribune that explains it more as well.

Below is Scott's explanation on the matter:

“In the last session, the legislature approved a new law requiring cities to allow temporary dwellings for sick family members.

The law allows a property owner to drop a temporary structure on their lot. The structure is for occupation by a sick relative, whom the property owner is caring for.

The City can pass an ordinance opting out of this requirement.

If Freeport opts out, the League has generated a sample ordinance. If Freeport does not opt out, we'll have to revise the City's procedures to address processing permit applications for these structures.

Attached are copies of the League's summary of the statute, as well as the statute.”

2016 Minnesota Session Laws

Key: (1) ~~language to be deleted~~ (2) new language

CHAPTER 111--S.F.No. 2555

An act relating to local government; regulating zoning of temporary family health care dwellings; establishing temporary dwelling permits; amending Minnesota Statutes 2014, section 144D.01, subdivision 4; proposing coding for new law in Minnesota Statutes, chapters 394; 462.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MINNESOTA:

Section 1. Minnesota Statutes 2014, section 144D.01, subdivision 4, is amended to read:

Subd. 4. Housing with services establishment or establishment. (a) "Housing with services establishment" or "establishment" means:

(1) an establishment providing sleeping accommodations to one or more adult residents, at least 80 percent of which are 55 years of age or older, and offering or providing, for a fee, one or more regularly scheduled health-related services or two or more regularly scheduled supportive services, whether offered or provided directly by the establishment or by another entity arranged for by the establishment; or

(2) an establishment that registers under section 144D.025.

(b) Housing with services establishment does not include:

(1) a nursing home licensed under chapter 144A;

(2) a hospital, certified boarding care home, or supervised living facility licensed under sections 144.50 to 144.56;

(3) a board and lodging establishment licensed under chapter 157 and Minnesota Rules, parts 9520.0500 to 9520.0670, 9525.0215 to 9525.0355, 9525.0500 to 9525.0660, or 9530.4100 to 9530.4450, or under chapter 245D;

(4) a board and lodging establishment which serves as a shelter for battered women or other similar purpose;

(5) a family adult foster care home licensed by the Department of Human Services;

(6) private homes in which the residents are related by kinship, law, or affinity with the providers of services;

(7) residential settings for persons with developmental disabilities in which the services are licensed under Minnesota Rules, parts 9525.2100 to 9525.2140, or applicable successor rules or laws;

(8) a home-sharing arrangement such as when an elderly or disabled person or single-parent family makes lodging in a private residence available to another person in exchange for services or rent, or both;

(9) a duly organized condominium, cooperative, common interest community, or owners' association of the foregoing where at least 80 percent of the units that comprise the condominium, cooperative, or common interest community are occupied by individuals who are the owners, members, or shareholders of the units; ~~or~~

(10) services for persons with developmental disabilities that are provided under a license according to Minnesota Rules, parts 9525.2000 to 9525.2140 in effect until January 1, 1998, or under chapter 245D; or

(11) a temporary family health care dwelling as defined in sections 394.307 and 462.3593.

Sec. 2. **394.307 TEMPORARY FAMILY HEALTH CARE DWELLINGS.**

Subdivision 1. Definitions. (a) For purposes of this section, the following terms have the meanings given.

(b) "Caregiver" means an individual 18 years of age or older who:

(1) provides care for a mentally or physically impaired person; and

(2) is a relative, legal guardian, or health care agent of the mentally or physically impaired person for whom the individual is caring.

(c) "Instrumental activities of daily living" has the meaning given in section 256B.0659, subdivision 1, paragraph (i).

(d) "Mentally or physically impaired person" means a person who is a resident of this state and who requires assistance with two or more instrumental activities of daily living as certified in writing by a physician, a physician assistant, or an advanced practice registered nurse licensed to practice in this state.

(e) "Relative" means a spouse, parent, grandparent, child, grandchild, sibling, uncle, aunt, nephew, or niece of the mentally or physically impaired person. Relative includes half, step, and in-law relationships.

(f) "Temporary family health care dwelling" means a mobile residential dwelling providing an environment facilitating a caregiver's provision of care for a mentally or physically impaired person that meets the requirements of subdivision 2.

Subd. 2. Temporary family health care dwelling. A temporary family health care dwelling must:

(1) be primarily assembled at a location other than its site of installation;

(2) be no more than 300 gross square feet;

(3) not be attached to a permanent foundation;

(4) be universally designed and meet state-recognized accessibility standards;

(5) provide access to water and electric utilities either by connecting to the utilities that are serving the principal dwelling on the lot or by other comparable means;

(6) have exterior materials that are compatible in composition, appearance, and durability to the exterior materials used in standard residential construction;

(7) have a minimum insulation rating of R-15;

(8) be able to be installed, removed, and transported by a one-ton pickup truck as defined in section 168.002, subdivision 21b, a truck as defined in section 168.002, subdivision 37, or a truck tractor as defined in section 168.002, subdivision 38;

(9) be built to either Minnesota Rules, chapter 1360 or 1361, and contain an Industrialized Buildings Commission seal and data plate or to American National Standards Institute Code 119.2; and

(10) be equipped with a backflow check valve.

Subd. 3. Temporary dwelling permit; application. (a) Unless the county has designated

temporary family health care dwellings as permitted uses, a temporary family health care dwelling is subject to the provisions in this section. A temporary family health care dwelling that meets the requirements of this section cannot be prohibited by a local ordinance that regulates accessory uses or recreational vehicle parking or storage.

(b) The caregiver or relative must apply for a temporary dwelling permit from the county. The permit application must be signed by the primary caregiver, the owner of the property on which the temporary family health care dwelling will be located, and the resident of the property if the property owner does not reside on the property, and include:

(1) the name, address, and telephone number of the property owner, the resident of the property if different from the owner, and the primary caregiver responsible for the care of the mentally or physically impaired person; and the name of the mentally or physically impaired person who will live in the temporary family health care dwelling;

(2) proof of the provider network from which the mentally or physically impaired person may receive respite care, primary care, or remote patient monitoring services;

(3) a written certification that the mentally or physically impaired person requires assistance with two or more instrumental activities of daily living signed by a physician, a physician assistant, or an advanced practice registered nurse licensed to practice in this state;

(4) an executed contract for septic service management or other proof of adequate septic service management;

(5) an affidavit that the applicant has provided notice to adjacent property owners and residents of the application for the temporary dwelling permit; and

(6) a general site map to show the location of the temporary family health care dwelling and other structures on the lot.

(c) The temporary family health care dwelling must be located on property where the caregiver or relative resides. A temporary family health care dwelling must comply with all setback requirements that apply to the primary structure and with any maximum floor area ratio limitations that may apply to the primary structure. The temporary family health care dwelling must be located on the lot so that septic services and emergency vehicles can gain access to the temporary family health care dwelling in a safe and timely manner.

(d) A temporary family health care dwelling is limited to one occupant who is a mentally or physically impaired person. The person must be identified in the application. Only one temporary family health care dwelling is allowed on a lot.

(e) Unless otherwise provided, a temporary family health care dwelling installed under this section must comply with all applicable state law and local ordinances.

Subd. 4. Initial permit term; renewal. The initial temporary dwelling permit is valid for six months. The applicant may renew the permit once for an additional six months.

Subd. 5. Inspection. The county may require that the permit holder provide evidence of compliance with this section as long as the temporary family health care dwelling remains on the property. The county may inspect the temporary family health care dwelling at reasonable times convenient to the caregiver to determine if the temporary family health care dwelling is occupied and meets the requirements of this section.

Subd. 6. Revocation of permit. The county may revoke the temporary dwelling permit if the permit holder violates any requirement of this section. If the county revokes a permit, the permit holder has 60 days from the date of revocation to remove the temporary family

health care dwelling.

Subd. 7. **Fee.** Unless otherwise specified by an action of the county board, the county may charge a fee of up to \$100 for the initial permit and up to \$50 for a renewal of the permit.

Subd. 8. **No public hearing required; application of section 15.99.** (a) Due to the time-sensitive nature of issuing a temporary dwelling permit for a temporary family health care dwelling, the county does not have to hold a public hearing on the application.

(b) The procedures governing the time limit for deciding an application for the temporary dwelling permit under this section are governed by section 15.99, except as provided in this section. The county has 15 days to issue a permit requested under this section or to deny it, except that if the county board holds regular meetings only once per calendar month the county has 30 days to issue a permit requested under this section or to deny it. If the county receives a written request that does not contain all required information, the applicable 15-day or 30-day limit starts over only if the county sends written notice within five business days of receipt of the request telling the requester what information is missing. The county cannot extend the period of time to decide.

Subd. 9. **Opt-out.** A county may by resolution opt-out of the requirements of this section.

Sec. 3. [462.3593] TEMPORARY FAMILY HEALTH CARE DWELLINGS.

Subdivision 1. **Definitions.** (a) For purposes of this section, the following terms have the meanings given.

(b) "Caregiver" means an individual 18 years of age or older who:

(1) provides care for a mentally or physically impaired person; and

(2) is a relative, legal guardian, or health care agent of the mentally or physically impaired person for whom the individual is caring.

(c) "Instrumental activities of daily living" has the meaning given in section 256B.0659, subdivision 1, paragraph (i).

(d) "Mentally or physically impaired person" means a person who is a resident of this state and who requires assistance with two or more instrumental activities of daily living as certified in writing by a physician, a physician assistant, or an advanced practice registered nurse licensed to practice in this state.

(e) "Relative" means a spouse, parent, grandparent, child, grandchild, sibling, uncle, aunt, nephew, or niece of the mentally or physically impaired person. Relative includes half, step, and in-law relationships.

(f) "Temporary family health care dwelling" means a mobile residential dwelling providing an environment facilitating a caregiver's provision of care for a mentally or physically impaired person that meets the requirements of subdivision 2.

Subd. 2. **Temporary family health care dwelling.** A temporary family health care dwelling must:

(1) be primarily assembled at a location other than its site of installation;

(2) be no more than 300 gross square feet;

(3) not be attached to a permanent foundation;

(4) be universally designed and meet state-recognized accessibility standards;

(5) provide access to water and electric utilities either by connecting to the utilities that are serving the principal dwelling on the lot or by other comparable means;

(6) have exterior materials that are compatible in composition, appearance, and durability to the exterior materials used in standard residential construction;

(7) have a minimum insulation rating of R-15;

(8) be able to be installed, removed, and transported by a one-ton pickup truck as defined in section 168.002, subdivision 21b, a truck as defined in section 168.002, subdivision 37, or a truck tractor as defined in section 168.002, subdivision 38;

(9) be built to either Minnesota Rules, chapter 1360 or 1361, and contain an Industrialized Buildings Commission seal and data plate or to American National Standards Institute Code 119.2; and

(10) be equipped with a backflow check valve.

Subd. 3. Temporary dwelling permit; application. (a) Unless the municipality has designated temporary family health care dwellings as permitted uses, a temporary family health care dwelling is subject to the provisions in this section. A temporary family health care dwelling that meets the requirements of this section cannot be prohibited by a local ordinance that regulates accessory uses or recreational vehicle parking or storage.

(b) The caregiver or relative must apply for a temporary dwelling permit from the municipality. The permit application must be signed by the primary caregiver, the owner of the property on which the temporary family health care dwelling will be located, and the resident of the property if the property owner does not reside on the property, and include:

(1) the name, address, and telephone number of the property owner, the resident of the property if different from the owner, and the primary caregiver responsible for the care of the mentally or physically impaired person; and the name of the mentally or physically impaired person who will live in the temporary family health care dwelling;

(2) proof of the provider network from which the mentally or physically impaired person may receive respite care, primary care, or remote patient monitoring services;

(3) a written certification that the mentally or physically impaired person requires assistance with two or more instrumental activities of daily living signed by a physician, a physician assistant, or an advanced practice registered nurse licensed to practice in this state;

(4) an executed contract for septic service management or other proof of adequate septic service management;

(5) an affidavit that the applicant has provided notice to adjacent property owners and residents of the application for the temporary dwelling permit; and

(6) a general site map to show the location of the temporary family health care dwelling and other structures on the lot.

(c) The temporary family health care dwelling must be located on property where the caregiver or relative resides. A temporary family health care dwelling must comply with all setback requirements that apply to the primary structure and with any maximum floor area ratio limitations that may apply to the primary structure. The temporary family health care dwelling must be located on the lot so that septic services and emergency vehicles can gain access to the temporary family health care dwelling in a safe and timely manner.

(d) A temporary family health care dwelling is limited to one occupant who is a mentally or physically impaired person. The person must be identified in the application. Only one temporary family health care dwelling is allowed on a lot.

(e) Unless otherwise provided, a temporary family health care dwelling installed under this section must comply with all applicable state law, local ordinances, and charter provisions.

Subd. 4. **Initial permit term; renewal.** The initial temporary dwelling permit is valid for six months. The applicant may renew the permit once for an additional six months.

Subd. 5. **Inspection.** The municipality may require that the permit holder provide evidence of compliance with this section as long as the temporary family health care dwelling remains on the property. The municipality may inspect the temporary family health care dwelling at reasonable times convenient to the caregiver to determine if the temporary family health care dwelling is occupied and meets the requirements of this section.

Subd. 6. **Revocation of permit.** The municipality may revoke the temporary dwelling permit if the permit holder violates any requirement of this section. If the municipality revokes a permit, the permit holder has 60 days from the date of revocation to remove the temporary family health care dwelling.

Subd. 7. **Fee.** Unless otherwise provided by ordinance, the municipality may charge a fee of up to \$100 for the initial permit and up to \$50 for a renewal of the permit.

Subd. 8. **No public hearing required; application of section 15.99.** (a) Due to the time-sensitive nature of issuing a temporary dwelling permit for a temporary family health care dwelling, the municipality does not have to hold a public hearing on the application.

(b) The procedures governing the time limit for deciding an application for the temporary dwelling permit under this section are governed by section 15.99, except as provided in this section. The municipality has 15 days to issue a permit requested under this section or to deny it, except that if the statutory or home rule charter city holds regular meetings only once per calendar month the statutory or home rule charter city has 30 days to issue a permit requested under this section or to deny it. If the municipality receives a written request that does not contain all required information, the applicable 15-day or 30-day limit starts over only if the municipality sends written notice within five business days of receipt of the request telling the requester what information is missing. The municipality cannot extend the period of time to decide.

Subd. 9. **Opt-out.** A municipality may by ordinance opt-out of the requirements of this section.

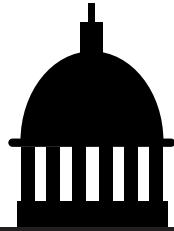
Sec. 4. **EFFECTIVE DATE.** This act is effective September 1, 2016, and applies to temporary dwelling permit applications made under this act on or after that date.

Presented to the governor May 12, 2016

Signed by the governor May 12, 2016, 1:27 p.m.

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PRELIMINARY



2016 Law Summaries

Legislative Action through May 23, 2016

MINNESOTA SESSION LAWS 2016

An updated edition will be published when 2016 legislative action is finalized.



for which employers must establish accident and injury reduction programs for employees must be updated every five years. Under current law, the list of industry types that must comply with AWAIR is updated every two years. (AWAIR requires employer types identified under Minn. Rule 5208.1500 to establish accident and injury reduction programs for employees in a wide array of industry types, including several involving local government such as police protection and fire protection.) *Effective Aug. 1, 2016. (GC)*



LAND USE

Partition fence viewing exemption

Chapter 102 (HF 2757/ SF 2986★) amends the partition fence law. Section 1 amends Minn. Stat. § 344.011 to give home rule charter or statutory city councils the authority to exempt adjoining owners or occupants from the partition fence chapter of law, Minn. Stat. ch. 344, when their land is considered less than 20 acres combined. The exemption would be established by resolution. Section 2 amends Minn. Stat. § 344.20 to give cities the option to consider a fence policy if petitioned by eight or more landowners. If the city adopts the policy, the partition fence chapter of law would not apply in that city. *Effective May 13, 2016. (AL)*

Temporary family health care housing local permit program created

Chapter 111 (HF 2497/SF 2555★) establishes a new special land use permit system for a specific type of mobile health care-related temporary housing that will be required in all cities and counties unless they officially act to opt out of the program. The main stated motivation behind the new law is to provide transitional housing for seniors, but the statute does not include age as a criteria for use of the structure. Anyone who needs assistance with two or more “instrumental activities of daily life” for mental or physical reasons is eligible to be housed in this manner. The legislation is fairly complex and specific in its requirements. Section 1 clarifies that these “temporary family health care dwelling units” are not a “housing with services establishment” under Minn. Stat. ch. 144D, exempting these new temporary dwellings from the registration as and regulation requirements on “housing with services establishment,” or commonly referred to as “assisted living.” Section 2 establishes the program and its requirements for counties in Minn. Stat. ch. 394. Section 3 establishes the program and its requirements for cities in Minn. Stat. ch. 462.

- **Definitions.** Subd. 1 includes the definitions of “caregiver,” “instrumental activities of daily life,” “mentally or physically impaired person,” “relative,” and “temporary family health care dwelling.” These terms are essential to understanding some of the later provisions of this statute.

- **Structural requirements.** Subd. 2 lists the requirements for a dwelling to qualify for this program. Among the 10 criteria are a lack of being attached to a permanent foundation; a 300 square foot maximum size; meeting state accessibility standards, access to water and electrical connection; exterior appearance requirements; R-15 insulation; an anti-backflow valve; and to be classified as a recreational vehicle, prefabricated building, or modular building.
- **Permit process and provisions.** Subd. 3 details the requirements of the permit process for both applicants and the city. The permit process goes into effect in all cities on Sept. 1, 2016, unless the city has already made these dwellings a permitted use or the city has acted to opt out of the program (see subd. 9). There are a number of important requirements in this subdivision.
 - **Exemption from certain ordinances.** Temporary family health care dwellings cannot be prohibited through accessory use ordinances, or recreational vehicle parking or storage ordinances.
 - **Applicant requirements.** The caregiver or a relative must apply for the permit. It must be signed by the primary care giver, the owner of the property on which the unit will be placed, and the resident of the property if the owner does not reside there.
 - **Permit application requirements.** A permit application must include:
 - **Applicant information.** Name, address, and phone number of (1) the property owner, (2) the property resident (if different from the owner), and (3) the primary caregiver for the qualified inhabitant of the unit, as well as the name of the person who will live in the unit;
 - **Health care provider information.** Proof of the provider network providing the primary care, respite care, or remote patient monitoring service;
 - **Verification of need.** Written certification of the need for assistance from a physician, physician’s assistant, or advanced practice registered nurse licensed to practice in Minnesota;
 - **Septic service.** An executed contract for septic service or management;
 - **Neighbor notice.** An affidavit that all adjacent property owners and residents have been notified of the application; and
 - **Site map.** A general site map to show the location of existing structures and the proposed placement of the new unit.
 - **Placement.** The unit must be located on the property where the caregiver or relative resides, must comply with all setback requirements that apply to the primary structure, and must be placed on the lot in a manner that provides emergency access to the unit in a safe and timely manner.

- **Single, named occupant.** The unit is limited to one occupant named on the application. Only one unit is allowed on a lot.
- **Application of other requirements.** The unit must also comply with any other applicable state law, local ordinances, or charter provisions, such as state and local shoreland regulations or stormwater ordinances.
- **Permit duration.** Subd. 4 specifies that the permit is valid for six months. It may be renewed once for an additional six months.
- **Inspection and revocation.** Subds. 5 and 6 allow inspection of the unit and allow revocation of the permit for noncompliance with this statute, with 60 days to remove the structure if the permit is revoked.
- **Default fees.** Subd. 7 sets a default fee rate of up to \$100 for a permit and up to \$50 for a renewal unless a city sets different rates by ordinance.
- **Public process for permit.** Because of the short timeline allowed for a decision and the personal medical information involved, subd. 8 states that **these permits do not require a public hearing.** Cities must otherwise meet the general issuance requirements of Minn. Stat. § 15.99, except that **only 15 days is allotted to review and act on the permit and that time cannot be extended. Cities with councils that meet only once a month have 30 days to act.** If the application is incomplete, the city can start that time period over if they notify the applicant of what information is missing within five days of receipt.
- **Opt out.** Subd. 9 allows cities to pass an ordinance **opting out of this section of law. An opt-out ordinance is the correct step to take if a city either wants to use their existing land use controls or to develop a customized version that might allow this sort of use in some cases using different processes or criteria. The League has a model opt-out ordinance.**

Effective Sept. 1, 2016, and applicable to temporary dwelling permit applications made on or after that date. (CJ/IK)



LIQUOR

Local liquor licenses in the omnibus supplemental budget act

Chapter 189 (HF 2749*/SF 2356) is the omnibus supplemental budget act. Article 4 contains several local liquor licensing provisions.

- **St. Cloud State University's Brooks National Hockey Center.** Section 17 authorizes the City of St. Cloud to issue an on-sale wine and malt liquor license to St. Cloud State University for the Brooks National Hockey Center.
- **St. Paul's Indiafest.** Section 18 authorizes the City of St. Paul to issue a temporary on-sale intoxicating liquor license to the India Association of Minnesota for Indiafest.

- **St. Paul's Major League Soccer stadium.** Section 19 also authorizes the City of St. Paul to issue an on-sale intoxicating liquor license to the Major League Soccer stadium.
- **Janesville's Prairie Ridge Golf Club.** Section 20 authorizes the City of Janesville to issue an on-sale intoxicating liquor license to the Prairie Ridge Golf Club.
- **Minneapolis restaurant.** Section 21 authorizes the City of Minneapolis to issue an on-sale intoxicating liquor license to a restaurant located at 5000 Hiawatha Avenue.

Effective upon approval by the city councils in each jurisdiction and in compliance with Minn. Stat. § 645.021. (AL)



LOCAL LAWS

Dakota County Community Development Agency membership and laws relating to Washington County Housing and Redevelopment Agency amended

Chapter 92 (HF 2956*/SF 2583) eliminates obsolete language related to the Dakota County Community Development Agency, and changes the name of the Washington County Housing and Redevelopment Agency to the Washington County Community Development Agency.

- Section 1 amends Minn. Stat. § 383D.41, subd. 5 to allow for the Dakota County Commission to include an eighth at-large member, if needed, in accordance with federal law requiring a tenant member.
- Section 2 is a 2016 session law that amends Laws 2012, chapter 199, section 3, to rename Washington County Housing and Redevelopment Authority to the Washington County Community Development Agency.
- Section 3 is a 2016 session law that amends various sections in Laws 1999, chapter 89, section 1 and Laws 2012, chapter 199, section 4, and provides for the governing body of a statutory or home rule charter city or township with an existing municipal economic development authority to request the Washington County Community Development Agency to handle economic development, housing, or redevelopment duties.
- Section 4, subd. 2 is a 2016 session law that amends Laws 2012, chapter 199, section 5 to state that any economic development project undertaken in Washington County by the agency is subject to planning, zoning, sanitary, and building laws, ordinances, and regulations within the locality's boundaries. Additionally, the project must be authorized by resolution of the governing body of the statutory or home rule charter city or township with respect to each identified parcel or property, unless the locality has authorized the agency's exclusive jurisdiction for economic development duties.

Article from Star Tribune

Local

Suburbs opt to go their own way on state's 'drop home' law

By [Erin Adler](#) and [Emma Nelson](#), Star Tribune staff writers
July 05, 2016 - 8:41 AM

Metro suburbs are bypassing a new state law that would require them to allow tiny, portable houses on residential properties, saying the state mandate doesn't work for them.

The statute is intended to provide access to temporary "drop homes" for people — mostly older adults — with health care needs that require them to be close to a caregiver.

But worries about resident complaints, conflicts with local zoning ordinances and timing concerns have spurred cities to opt out of the law. Some say they already have the resources they need to meet the needs of aging residents, while others want to pass their own laws allowing temporary structures tailored to their city.

The League of Minnesota Cities fought for an opt-out provision in the statute so local governments could still have control over their own zoning.

Bill sponsor Rep. Roz Peterson, R-Lakeville, struggled to find a place for her elderly father to live when he got sick two years ago. It's disappointing that cities are opting out, she said, but she acknowledged that the law isn't one-size-fits-all.

"It's always difficult to accept change and innovation," Peterson said. "This won't solve everybody's problem — this is one tool in the toolbox, so to speak."

Drop homes, sometimes called granny pods, are trailers under 300 square feet that are billed as an affordable and temporary alternative to sending sick, injured or elderly family members to a nursing home.

The new law was based on similar, but less restrictive, laws in North Carolina and Virginia.

In Minnesota, the law allows homeowners to have a drop home on their property for six months by paying for a \$100 permit, unless their city has a specific ordinance against the homes.

The Burnsville City Council voted unanimously on June 21 to opt out. Drop homes don't meet city codes, said Mayor Elizabeth Kautz, and the city already has temporary housing options.

Those options include spare bedrooms, apartments, assisted living facilities, short-term health care facilities, hotels and group homes, according to a meeting agenda report.

“It’s not that we don’t have it,” Kautz said. “We want control of what happens here in Burnsville.”

Some cities want to allow accessory dwelling units but are choosing to do so on their own terms.

The Crystal City Council will likely vote to opt out at its next meeting, said Council Member Jeff Kolb. The decision stems largely from the nature of residential properties in Crystal, many of which may be too small to qualify for drop homes under the statute, he said.

The City Council will try to pass an ordinance in the future that allows for accessory units that are better tailored to the city, Kolb said.

“There was a concern that it would be perceived that by opting out, we were saying we don’t want this kind of thing around here, that it was kind of a cold-hearted decision,” he said. “The reality is it’s not that at all.”

In Lakeville, the City Council agreed to opt out last week but also sent the issue to city staff for further review.

There were multiple concerns, said Mayor Matt Little, including aesthetics, property values and the difficulty city staff would face in having to make judgments about residents’ illnesses.

“Every single city in this country is going to need to figure out a way to start taking care of our seniors,” Little said. “There’s just a lot of issues we need to ... make fair and clear.”

Meanwhile, city staff in Woodbury are recommending that city officials vote to opt out in order to have more time to figure out what local needs are, said Jason Egerstrom, Woodbury’s spokesman.

Under the statute, cities have until Sept. 1 to opt out.

John Louiselle, co-owner of NextDoor Housing, a New Brighton-based drop home company that helped craft the law, said he doesn’t mind if cities choose a different direction. “What’s worrisome to us is when we see cities opting out and offering no alternative solution,” he said.

Peterson said she would like to see cities try out the statute and see how it works. The biggest challenge, she said, is that people aren’t familiar with the drop home idea.

“This is new — nobody’s really done this before,” she said. “Let’s have a conversation with the community before we just choose to abandon the idea.”