



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

September 27, 2016, 2016 - Regular Meeting Agenda
Freeport City Hall - 7:00 pm

Call to Order

- I. Approve Agenda – *Motion to approve*
- II. Open Public Forum
- III. Consent Agenda – *Motion to approve*
 - a. Claims 2481–2514 (1-7)
 - b. August 23, 2016 Special Meeting Minutes (8-9)
 - c. August 30, 2016 Regular Meeting Minutes (10-13)
 - d. September 16, 2016 Special Meeting Minutes (14)
 - e. Sacred Heart Parish Gambling Permit (Prime & Wine) (15-16)
- IV. Reports
 - a. Clerk Report (17-19)
 - b. Deputy Treasurer Report (N/A)
 - c. Public Works Report (20-23)
 - d. Engineer Report (N/A)
 - e. Attorney Report
 - f. Fire Department Report (N/A)
- V. Old Business
 - a. Christmas Lights-Freeport Lions (24)
 - b. Harold Fleegal Property (25)
 - c. Resolution 2016-08 2017 Preliminary Budget (26-47)
 - d. Water/Sewer Rates (48)
- VI. Adjourn

Next meeting: October 25, 2016

09/13/16
11:56:45

CITY OF FREEPORT
Claim Approval List
For the Accounting Period: 9/16

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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
2481		15 ALBANY MUTUAL TELEPHONE	274.53					
	10249833	09/01/16 836-2411/2413	73.47			225 42200	320	10100
	10250225	09/01/16 836-7158	37.83			101 41000	320	10100
	10249997	09/01/16 836-2685	19.51			601 43225	320	10100
	10249997	09/01/16 836-2685	19.50			602 43250	320	10100
	10249691	09/01/16 836-2116	69.49			101 41000	320	10100
	10249690	09/01/16 836-2112	54.73			101 41000	320	10100
		Total for Vendor:	274.53					
2482		25 AMERIPRIDE LINEN & APPAREL	50.55					
	2200817327	08/19/16 Monthly rug service	50.55			101 41000	410	10100
		Total for Vendor:	50.55					
2483		70 CENTERPOINT ENERGY	35.33					
	08/22/16	Maintenance bldg	17.39			101 43100	382	10100
	08/22/16	Fire hall	17.94			225 42200	382	10100
		Total for Vendor:	35.33					
2484		76 CENTRAL MINNESOTA CREDIT UNION	823.92					
	08/31/16	Stearns Cnty Beacon fees	2.50			101 41000	433	10100
	08/31/16	Water sample postage	21.20			601 43225	200	10100
	08/31/16	Food for election workers	33.50*			101 41450	210	10100
	08/31/16	Water sample postage	23.50			601 43225	200	10100
	08/31/16	MN State fire chiefs conferenc	750.00*			225 42200	332	10100
	08/31/16	Fire hall supplies	65.33			225 42200	210	10100
	08/31/16	Fire hall medical supplies	77.89			225 42200	210	10100
	08/31/16	MN State fire chiefs conferenc	-150.00*			225 42200	332	10100
		Total for Vendor:	823.92					
2485		145 FINKEN WATER CENTERS	23.00					
	4190592	09/01/16 Water softener rental	15.00			101 41000	410	10100
	4190602	09/01/16 Maint water cooler	8.00			101 43100	410	10100
		Total for Vendor:	23.00					

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2486		387 RAHNS OIL & PROPANE, INC	350.01					
	91156	08/31/16 Fire dept fuel	100.52			225 42200	215	10100
	91156	08/31/16 Public Works fuel	212.50			101 43100	215	10100
	91156	08/31/16 EDA food	36.99			300 46500	210	10100
		Total for Vendor:	350.01					
2487		437 STAR PUBLICATIONS LLC	71.11					
	153490	08/31/16 Test voting equip notice	32.00*			101 41450	350	10100
	153490	08/31/16 Public hearing notice	39.11			101 41000	350	10100
		Total for Vendor:	71.11					
2488		510 VERIZON WIRELESS	58.86					
	9771279295	09/26/16 Cell phone - Sep	58.86			101 43100	320	10100
		Total for Vendor:	58.86					
2489		525 XCEL ENERGY	2,127.93					
	515437688	09/06/16 Street lights	704.86			101 43160	381	10100
	515232679	09/02/16 302188142	156.62			601 43225	381	10100
	515232679	09/02/16 302252262	71.52			101 43160	381	10100
	515232679	09/02/16 302290398	143.84			101 41000	381	10100
	515232679	09/02/16 302679657	46.17			101 43100	381	10100
	515232679	09/02/16 302700297	23.06			602 43250	381	10100
	515232679	09/02/16 302947044	163.83			601 43225	381	10100
	515232679	09/02/16 303193187	24.14			602 43250	381	10100
	515232679	09/02/16 303616049	112.22			225 42200	381	10100
	515232679	09/02/16 303936749	38.98			101 43160	381	10100
	515232679	09/02/16 303956738	390.42			101 43160	381	10100
	515232679	09/02/16 303963984	192.83			101 43160	381	10100
	515232679	09/02/16 303985901	29.79			101 43160	381	10100
	515232679	09/02/16 304083816	13.00			101 43160	381	10100
	515232679	09/02/16 304098414	16.65			602 43250	381	10100
		Total for Vendor:	2,127.93					
# of Claims			9	Total:	3,815.24			

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
2490		581 ALEX AIR APPARATUS, INC	115.00					
	30567	08/24/16 Compressor air quality test	115.00			225 42200	220	10100
		Total for Vendor:	115.00					
2491		40 AUTO VALUE-ALBANY	34.88					
	26201643	08/23/16 Water samples shipping	34.88			601 43225	200	10100
		Total for Vendor:	34.88					
2492		107 DANNY' S DISPOSAL & RECYCLING,	168.66					
	09/01/16	Maintenance bldg	139.25			101 43100	383	10100
	09/01/16	Fire hall	29.41*			225 42200	383	10100
		Total for Vendor:	168.66					
2493		123 DYMOKE LAW OFFICE, P.A.	220.00					
	09/01/16	Zoning Imdieke property	110.00*			101 41000	302	10100
	09/01/16	City council meeting	110.00*			101 41000	302	10100
		Total for Vendor:	220.00					
2494		611 EMERGENCY RESPONSE SOLUTIONS	352.42					
	7076	09/02/16 Cylinder valve/inlet tube	17.34			225 42200	220	10100
	7076	09/02/16 Valve body 2216	205.40			225 42200	220	10100
	7076	09/02/16 O-ring, Viton, .644ID x .087W	6.00			225 42200	220	10100
	7076	09/02/16 Blow out kit, disc & gasket	11.00			225 42200	220	10100
	7076	09/02/16 Washer, valve stem	7.00			225 42200	220	10100
	7076	09/02/16 Labor, replaced valve body	95.00			225 42200	220	10100
	7076	09/02/16 Shipping	10.68			225 42200	220	10100
		Total for Vendor:	352.42					
2495		708 ENVIRONMENTAL EQUIPMENT &	119.41					
		Part for street sweeper						
	13060	09/06/16 Wire segment assy 435	105.00			101 43100	220	10100
	13060	09/06/16 Freight	14.41			101 43100	220	10100
		Total for Vendor:	119.41					

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2496		626 FIRE SAFETY USA, INC.	265.00					
	92150	08/29/16 New fire hose	225.00			225 42200	210	10100
	92150	08/29/16 Shipping & handling	40.00			225 42200	210	10100
		Total for Vendor:	265.00					
2497		641 FREEPORT ELECTRIC, INC.	462.88					
	1255	09/20/16 Repair street lights	392.24			101 43160	311	10100
	1255	09/20/16 Spring wound timer Lion's Park	70.64*			101 45200	220	10100
		Total for Vendor:	462.88					
2498		155 FREEPORT FARM CENTER, INC	87.20					
	96354	08/30/16 Snow blower dust caps & plugs	87.20			101 43100	220	10100
		Total for Vendor:	87.20					
2499		174 GOPHER STATE ONE CALL, INC.	9.45					
	6080376	08/31/16 7 email tickets	4.73*			601 43225	300	10100
	6080376	08/31/16 7 email tickets	4.72*			602 43250	300	10100
		Total for Vendor:	9.45					
2500		605 HEARTLAND DOOR SALES INC.	83.50					
	20430	09/15/16 Garage door opener belt	8.50			225 42200	220	10100
	20430	09/15/16 Service & adjust labor	75.00			225 42200	220	10100
		Total for Vendor:	83.50					
2501		194 HENNEN LUMBER CO, INC.	26.38					
	13309	08/25/16 Well house shingles	26.38			601 43225	220	10100
		Total for Vendor:	26.38					
2502		219 JOANN TIMP	144.00					
	09/19/16	4 cleanings 8/26/16-9/19/16	144.00			101 41000	300	10100
		Total for Vendor:	144.00					
2503		709 KRAEMER LUMBER CO, INC	231.20					
	39706	08/12/16 5 gal paint, dolphin gray	140.75			225 42200	220	10100
	39706	08/12/16 MN paint recycling fee	3.75			225 42200	220	10100
	39706	08/12/16 3 gal paint, gray flannel	84.45			225 42200	220	10100

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	39706	08/12/16 MN paint recycling fee	2.25			225 42200	220	10100
		Total for Vendor:	231.20					
2504		248 LAKE REGION FIREFIGHTERS ASSN	50.00					
		Donation rec'd from Freeport Lions - Lake Region Firefighters Assn put on the event						
	09/20/16	Freeport women recruitment	50.00*			225 42200	430	10100
		Total for Vendor:	50.00					
2505		254 LAURA HOESCHEN	29.44					
	08/09/16	Primary election mileage	29.44			101 41450	335	10100
		Total for Vendor:	29.44					
2506		258 LEAGUE OF MN CITIES	870.00					
	239041 09/01/16	LMC 2016-2017 dues	840.00*			101 41000	434	10100
	09/01/16	MN Mayors Assn 2016-2017 dues	30.00			101 41300	433	10100
		Total for Vendor:	870.00					
2507		562 MINNESOTA DEPARTMENT OF HEALTH	429.00					
	08/17/16	Qtrly H2O service connect fee	429.00			601 43225	431	10100
2508		562 MINNESOTA DEPARTMENT OF HEALTH	32.00					
	09/22/16	L Goebel water supply class D	32.00			601 43225	431	10100
		Total for Vendor:	461.00					
2509		309 MINNESOTA LIFE INSURANCE CO.	7.40					
	08/12/16	Goebel	1.70			101 43000	131	10100
	08/12/16	Hennen	2.00			101 41400	131	10100
	09/14/16	Goebel	1.70			101 43000	131	10100
	09/14/16	Hennen	2.00			101 41400	131	10100
		Total for Vendor:	7.40					
2510		377 PREFERRED CONTROLS CORP.	149.00					
	2722 09/13/16	1000 VA UPS	149.00			601 43225	210	10100
		Total for Vendor:	149.00					

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2511		385 QUILL	68.96					
	8758383	08/31/16 Charmin	36.99			101 41000	210	10100
	8758383	08/31/16 Mr. Clean floor cleaner	24.99			101 41000	210	10100
	8758383	08/31/16 Clorox bleach bowl cleaner	6.98			101 41000	210	10100
		Total for Vendor:	68.96					
2512		710 SAUK CENTRE FLEET SUPPLY	27.45					
	205189	08/12/16 WHT 90DEG drain elbow	4.29*			101 45200	220	10100
	205189	08/12/16 Plas 45DEG drain elbow	3.99*			101 45200	220	10100
	205189	08/12/16 Golden Malrin fly bait	7.49*			101 45200	220	10100
	205189	08/12/16 3/4" Silcock threaded	7.69*			101 45200	220	10100
	205189	08/12/16 Plas 45DEG drain elbow	3.99*			101 45200	220	10100
		Total for Vendor:	27.45					
2513		413 SCHLENNER WENNER & CO.	475.00					
	198112	08/31/16 2015 TIF reporting	475.00			101 41000	300	10100
		Total for Vendor:	475.00					
2514		711 SERVOCAL INSTRUMENTS INC	350.00					
	7593	08/25/16 Flow station svc & calibration	350.00*			602 43250	300	10100
		Total for Vendor:	350.00					
# of Claims			25	Total :	4,808.23			

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CITY OF FREEPORT
Liability Check Detail

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Report ID: W120

Liability Check 19227 BLUE CROSS BLUE SHIELD 1416.87

Check #	Employee	Pay Date	Empl. Amount	Empr. Amount	Total Amount
-89219	Goebel, Loren C.	09/21/16	193.68	375.00	568.68
-89226	Goebel, Loren C.	09/07/16	193.68	375.00	568.68
-89218	Hennen, Adrianna M.	09/21/16	0.00	139.76	139.76
-89225	Hennen, Adrianna M.	09/07/16	0.00	139.75	139.75
Total Detail:		4	387.36	1029.51	1416.87



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August 23, 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, and Maintenance Assistant Vernon Fuchs

Others in attendance:

Andrea Ramacher (720 1st Ave N)

Mark Middendorf (711 Main St E)

Matt Worms (124 9th St SE)

Rose Austing (716 1st Ave N)

Jean Renneker (525 1st Ave N)

Water Tower Fee

Atkinson began the meeting by explaining that, in the beginning of the water tower fee, the idea was to pay off the bond early so the City set it up to accumulate an excess, which has now reach about \$370,000.

Atkinson stated that the flat \$20 fee for everyone seemed to be unfair considering the elderly, single person is paying the same as a family of five, so the goal is to find a way to make it fair and equal for everyone and that is why we are trying to find a way to base is on water usage.

Resident's Jean Renneker and Rose Austing asked why, in the Melrose Beacon, K. Goebel stated the North end of town users get off scot free when it comes to the water tower fee? Atkinson stated that on behalf of the rest of the council, they do not feel that way, they are aware that everyone pays the water tower fee, even the people who have wells.

Previous Mayor, Matt Worms, stated at the public meetings held at the Community Center, all residents were fine with paying the same fee. Worms also stated that it was the intent that on new houses or business that came in after the water tower was put up would be charged the water tower fee. A. Hennen said that is not how it has been conducted. A. Hennen stated that all new houses and business are getting charged the fee because that is how it has been since she has been working for the City.

T. Hennen explained that the ultimate goal of all of this is to reduce the water tower fee so that the sewer rates can be increased to the point where residents won't see much of a difference in cost on their utility bills. T. Hennen stated that it is widely known that Freeport's sewer system needs serious work and this is the way we are trying to accomplish raising the sewer rate, but not raising the overall bill. Resident's in attendance understood that.

Worms stated that if the bill isn't going to go down at all people are still going to be complaining about the amount that their utility bill is and if that's the big problem, people's complaints, much isn't being resolved. Eveslage stated that people realize we have a sewer problem so it would be easy to justify putting money towards that instead of all of it going toward paying the water tower off early.

Atkinson explained that commercial industry in town is what is getting really hit with the tower fee and if we based it off of usage it would be fairer to them as well. The high users will pay more since they are using more and the low users will pay less since they use less. Atkinson also stated that no decision would be made tonight, but instead they are introducing what council has been working on and will continue to take input in the coming months.

Atkinson went on to explain some of the calculations he had been working on to determine what percentage of the water tower fee should be based on usage and what should be a flat fee. These calculations showed what the flat fees would be and what the dollar amount would be per 1000 gallons of water used.

Atkinson stated at the next meeting he would like council to decide what formula to use for the water tower. Then following that would be figuring out the sewer rates, but to have a goal of January 1st to have everything go into effect.

Jean Renneker closed out by stating that she does understand that the sewer is an issue and she is fine with paying the water tower and other fees, but that everything does have to be fair and equal as possible to the majority of residents in town.

Adjourn

Ettle moved to adjourn at 8:35pm seconded by Eveslage. Motion carried 5-0.

Mayor, Rodney Atkinson

City Clerk-Treasurer, Adrianna Hennen



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August 30, 2016 – Meeting Minutes

A regular 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)
Harry Fleegal (605 1st Ave N)
Stephanie Hennen (303 3rd St SE)
Jerry Butkowski (119 7th St SW)

Dan Bueckers (Danny's Disposal)
Neil Middendorf (216 7th St SW)
Jerry Meyer (330 8th St SE)

Approve Agenda

A. Hennen stated that Danny Bueckers asked to be put on the agenda to renew his refuse removal contract for another five years. A. Hennen wanted to add Ordinance 2016-02 under "New Business, a) Matt Imdieke Rezoning Request" and "Ordinance 2016-02 – Granny Pod" under "Old Business". T. Hennen moved to approve the agenda with the proposed changes, seconded by Eveslage. Motion carried 5-0.

Public Hearing – Matt Imdieke Rezoning Request

Matt Imdieke stated that he is requesting that his lot at 700 1st Ave N be rezoned from I-1 to C-3 so that he could build a storage facility. Imdieke showed plans to the council of what he was hoping to build. A. Hennen stated the only thing that should be mentioned is the utility line that runs East to West in the middle of the property. A. Hennen stated that she had just gotten some information regarding this line and asked that Neil Middendorf explain. Middendorf stated that the line is a private line and that it drains water from numerous properties. A. Hennen stated that since it isn't a City line, which can be dealt with between the property owners. Atkinson asked what the EDA's opinion was on the rezoning matter. A. Hennen stated they seemed to be in favor of it when asked at the last meeting. Gerry Meyer stated his only concern was the appearance most storage units eventually get to. Imdieke stated he would make the buildings look nice and would keep them up since his name would be associated with the buildings and has a lot of business in the area. Meyer said he wasn't worried about Imdieke keeping them looking nice, but in 20 years from now. Atkinson argued that statement since then we would have to be worried what Meyer's business might look like in 20 years when he sells it. Public hearing closed at 7:20pm

Open Public Forum

Danny Bueckers stated that the agreement for refuse pickup needed to be agreed upon since the 5 year deadline was coming up for the last agreement. A. Hennen stated nothing was changing in the agreement

except extending it for another 5 years. T. Hennen moved to continue services with Danny's Disposal, seconded by Ettle. Motion carried 5-0.

Eveslage addressed K. Goebel's comment that was published in the Melrose Beacon regarding well users getting off "scot free" when it comes to the water tower fee. Eveslage stated that K. Goebel could take the time to clarify what he meant by the comment. K. Goebel didn't comment.

Consent Agenda

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

Reports

Deputy Treasurer Report

No report was given.

Public Works Report

L. Goebel stated he was waiting to hear back from Butch Thull at the cost of clearing out the holding pond in the Industrial park. L. Goebel received an estimate from Carr's Tree Service to do the work at \$200/hour and roughly 25 to 30 hours of work which they would complete once the it had frozen.

Eveslage moved to have to granite "Welcome to Freeport" sign fixed with epoxy for free, seconded by Ettle. Motion carried 5-0.

Engineer Report

No report was given.

Attorney Report

Dymoke stated his items would be addressed later in the meeting.

Fire Department Report

Chief Gilk stated that they did not receive the FEMA grant this year. They will try again in October and will be applying for turnout gear and helmets. Atkinson asked if they should apply for a truck. Gilk didn't think they had much of a chance, but would ask grant writer if that was something he recommended.

Gilk stated that the truck committee was waiting on lists and prices.

Gilk stated that the department received a \$4800 matching 50/50 grant from the DNR.

Gilk asked if the department could purchase 25 helmets with flashlights for \$6590, but would use the matching grant they just received from the DNR so the total would be \$4190. Ettle moved to approve the department buying new helmets, seconded by T. Hennen. Motion carried 5-0.

Gilk also asked for approval to send in a grant for a washing machine that costs \$11,000. The grant would require the department to pay 10% of the cost. Eveslage move to approve submitting the grant, seconded by K. Goebel. Motion carried 5-0.

Old Business

Harold Fleegal Property

Fleegal stated he is willing to take options and suggestions on what to do with the house. He understands that it is an eyesore and doesn't look good, especially it being one of the first houses when coming in to town on the North side. Fleegal said he got an estimate of \$6500 to tear it down and an estimate of \$40,000 to fix the house. He stated that he owes about \$4,000 on the house and has assessments of \$20,000 so he would have to sell the house for \$24,000 to break even. Fleegal asked if the city would be willing to allow him to donate it to the city. Atkinson thanked Fleegal for coming in and explaining his situation and opening the doors of communication to get this resolved and that the EDA will discuss at the next meeting.

Water Tower Fee

After reviewing the additional spreadsheet that showed examples of resident's and commercial business's utility bills with different water tower fee scenarios it was discovered that city staff was under the impression that utility bills would either have a flat rate charge or a usage charge, depending on what type of user they were. Atkinson explained that wasn't the case, but instead everyone would get a flat charge and then a usage charge would be on top of that for people who had water hook-up as well. A. Hennen stated they would make those changes in the scenarios so they are more accurate.

Ettle stated that the maintenance of the tower needs to be taken into consideration. Ettle recommended reducing the "excess credit" line from \$10,600 to about \$9,500 so that we keep enough reserves to maintain the tower in 15 years.

Council members agreed that the 25/75 percent option and the 33/67 percent options weren't that different so they essentially just needed to pick one. Eveslage moved to select the 25/75 percent option, seconded by K. Goebel. A roll-call vote was requested: Atkinson-yes, Ettle-yes, Eveslage-yes, K. Goebel-yes, T. Hennen-yes. Motion carried 5-0.

Ordinance 2016-03 – Granny Pods

Eveslage moved to approve Ordinance 2016-03 seconded by K. Goebel. Motion carried 5-0.

New Business

Ordinance 2016-02 – Matt Imdieke Rezoning Request

Eveslage moved to approve Ordinance 2016-02 seconded by Ettle. A roll-call vote was requested: Atkinson-yes, Ettle-yes, Eveslage-yes, K. Goebel-yes, T. Hennen-yes. Motion carried 5-0.

2017 Preliminary Budget

Deputy Treasurer Wall went through the proposed 2017 budget and pointed out any major changes that were expected in 2017 compared to 2016 and years passed. Wall stated that how the budget was now there would be a 1.4% increase in the levy from 2016.

One topic that council would like to see addressed is the starting the process of saving for new street lights. They asked that an estimate be obtained so they can see what they should start setting aside.

Council also agreed that they want to put \$5,000 aside for developing the South Side Park.

A. Hennen stated the Resolution to approve the proposed 2017 budget does not need to be done tonight, but it will need to be done at the September meeting.

CD Transfers

Ettle moved to transfer the City's CD's at the Freeport State Bank to the City's checking account and the City's CD at Central Minnesota Credit Union to a money market, seconded by Eveslage. Motion carried 5-0.

Adjourn

Ettle moved to adjourn at 9:05, seconded by K. Goebel. Motion carried 5-0.

Mayor, Rodney Atkinson

City Clerk-Treasurer, Adrianna Hennen



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

September 16, 2016 – Meeting Minutes

A special meeting of the Freeport City Council was convened at 5:30 pm by Mayor Rodney Atkinson with Councilmembers, Ken Goebel, Tim Hennen, Mike Eveslage and Ben Ettle present.

Staff in attendance: Clerk-Treasurer Adrianna Hennen

Others in attendance: None

Approving Liquor License Transfer

Eveslage moved to approve Resolution 2016-09 approving the liquor license transfer from Janet Middendorf to Craig Heidgerken, seconded by Ettle. Motion carried 5-0.

Sewer Bill

Atkinson stated that currently the sewer bill is about 75% flat rate, hook-up charges and the other 25% of the bill is based on usage. Atkinson asked council that when adjusting the sewer bill (away from the water fund) would they be in favor of raising it to those percentages? Council agreed that would be appropriate.

Adjourn

Ettle moved to adjourn at 5:39, seconded by T. Hennen. Motion carried 5-0.

Mayor, Rodney Atkinson

City Clerk-Treasurer, Adrianna Hennen

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Sacred Heart Parish Previous Gambling Permit Number: X-73011
 Minnesota Tax ID Number, if any: 8570263 Federal Employer ID Number (FEIN), if any: 41-0790156
 Mailing Address: 106 3rd Ave NE
 City: Freeport State: MN Zip: 56331 County: Stearns
 Name of Chief Executive Officer (CEO): Father Dan Walz
 Daytime Phone: 320-836-2143 Email: _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☒ Religious ☐ Veterans ☐ Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

- ☐ **A current calendar year Certificate of Good Standing**
 Don't have a copy? Obtain this certificate from:
 MN Secretary of State, Business Services Division
 60 Empire Drive, Suite 100
 St. Paul, MN 55103
 Listed in Catholic Directory
 Secretary of State website, phone numbers:
www.sos.state.mn.us
 651-296-2803, or toll free 1-877-551-6767
- ☐ **IRS income tax exemption (501(c)) letter in your organization's name**
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.
- ☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
 If your organization falls under a parent organization, attach copies of both of the following:
 1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
 2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Freeport Community Center
 Address (do not use P.O. box): 307 7th Street SE
 City or Township: Freeport Zip: 56331 County: Stearns
 Date(s) of activity (for raffles, indicate the date of the drawing): January 28 2017

Check each type of gambling activity that your organization will conduct:

☐ Bingo* ☐ Paddlewheels* ☐ Pull-Tabs* ☐ Tipboards*
☒ Raffle (total value of raffle prizes awarded for the calendar year: \$ 2250.00)

* **Gambling equipment** for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to **www.mn.gov/gcb** and click on **Distributors** under **List of Licensees**, or call 651-539-1900.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

CITY APPROVAL for a gambling premises located within city limits	COUNTY APPROVAL for a gambling premises located in a township
<p>_____ The application is acknowledged with no waiting period.</p> <p>_____ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).</p> <p>_____ The application is denied.</p> <p>Print City Name: _____</p> <p>Signature of City Personnel: _____</p> <p>_____</p> <p>Title: _____ Date: _____</p>	<p>_____ The application is acknowledged with no waiting period.</p> <p>_____ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.</p> <p>_____ The application is denied.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>_____</p> <p>Title: _____ Date: _____</p>
<div style="border: 1px solid black; padding: 10px; width: fit-content; margin: 0 auto;"> <p>The city or county must sign before submitting application to the Gambling Control Board.</p> </div>	
<p>TOWNSHIP (if required by the county) On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date: _____</p>	

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: _____ Date: _____
(Signature must be CEO's signature; designee may not sign)

Print Name: _____

REQUIREMENTS

Complete a separate application for:

- all gambling conducted on two or more consecutive days, or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:
A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

_____ a copy of your proof of nonprofit status, and

_____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?
Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.

Memo

From: Adrianna Hennen, Clerk-Treasurer

To: Freeport City Council

Date: 9/21/16

Re: Clerk Report

Grant Writing Workshop

There is a Grant Writing Workshop opportunity October 25-26 in St. Paul. I have attached a page that explains a bit about the workshop and what it entails. It is \$455 though, so it would be up to council if you all think this is something worthwhile for me to attend.

Government Accounting Workshop

Joan will be attending two- one day workshops on October 17 and 25 for Intermediate and Advanced Government Accounting. They were \$30 for each day.

October 25-26, 2016 Grant Writing Class

Hosted by Saint Paul Police Department
Professional Development Institute
389 Hamline Avenue North
Saint Paul, Minnesota 55104

Welcome! If you're ready to learn how to find and write grants you've come to the right place. Beginning and experienced grant writers from city, county and state agencies as well as nonprofits, K-12, colleges and universities are encouraged to attend. You *do not* need to work in the same profession as the host agency.

Itinerary and Location: This workshop is October 25-26, 2016, 9-4 both days with lunch on your own from noon to 1:20. View a map of the [workshop location](#), [learning objectives](#), or a sample [email confirmation](#) like the one you'll receive immediately after you register.

Tuition: Tuition is \$455 and includes everything: two days of terrific instruction, workbook, and access to our [Alumni Forums](#) that's packed full of tools, helpful discussions and more than 200 sample grant proposals.

CEU Credits: Various CEUs and university credit are available for this class. For complete details click [here](#).

Payment Policy: Payment by credit card at the time of enrollment is preferred, however, you may pay later by check. Our registration system will auto-generate a personalized invoice/receipt for you immediately after you enroll. If you choose to pay by check, it is your responsibility to print the online invoice and guide it through your purchasing channels. We do not mail invoices. Payment by check or card is required by the workshop date unless other arrangements are made.

Purchase Orders: If you work for a government agency and want to pay by purchase order, when you register online choose the "pay by check" option. The web site will auto-generate a printable invoice. Print the invoice, give it and your purchase order to your purchasing department and they'll send the check. That's it!

Cancel Policy: Withdrawals are allowed up to one week prior to the workshop. Tuition refunds - less a \$30 admin charge - are made by check and mailed within 5 working days of receiving your cancellation. If you cancel within one week of the workshop or if you're registered for a workshop and fail to show up, you are obliged to submit your tuition in full and are then prepaid for and welcome to attend any future workshop we offer within one year of the workshop you cancelled. If you register within 10 days of the class, you may cancel your registration up to 5 days after by notifying us via email at cs@grantwritingusa.com. Your tuition refund will be made by check and mailed within 5 working days of receiving your cancellation notice or will be refunded to your credit card.



Grant Writing Course Content

How and where to find grants:

- Where's the money? Finding federal and state government grant makers.
- Where's the money? Finding foundation grant programs.
- Where's the money? Finding corporate giving programs.

- Where's the money? Tracking grant opportunities so you don't miss application deadlines.

How to write winning grants:

- The essential components of a grant proposal package.
- How to customize a proposal to match a grant maker's interest.
- How to initially approach a funder.
- The differences between government and foundation proposals.
- How to report on a grant's progress and impact.
- How to develop working relationships with grant makers.
- What to do if your proposal is denied (don't give up!).
- The behind-the-scenes decisions that determine proposal acceptance and denial.

And much, much more . . .

The Agenda

Day One / 9:00 AM - 4:00 PM

- Understanding the critical difference between organizational needs and the needs of the community.
- Developing your credibility as an applicant.
- Research, measure, and objectively articulate the community need to be addressed with the proposed grant.
- Lunch on your own noon - 1:20 PM.
- Measuring impacts; define success now.
- Present and justify your method for addressing the need; why you've chosen this method over other possible methods; overcoming the inherently subjective nature of methods.

Day Two / 9:00 AM - 4:00 PM

- Developing your plan for grant evaluation, both subjective and objective; integrating your plan with the grant maker's required evaluation and reporting system.
- Developing a budget and analyzing cash flow; indirect and admin cost caps; determine if you can afford to get this grant before submitting an application; collaborating with your fiscal affairs, grants managers, and leadership.
- Lunch on your own noon - 1:20 PM.
- Budgets continued.
- Summarizing your request for that impossibly small summary opportunity on the standard federal cover page or, the one/two page foundation request.
- Locate and track relevant grant opportunities from Federal, State and local government sources, private foundations and corporate giving programs.
- Allocate and forecast proposal team work load before the RFP is released.
- Dissecting the RFP; researching enabling legislation; understanding the "spirit and intent" of the grant program; technical assistance contacts and the need for open and honest communication.

Memo

From: Adrianna Hennen, Clerk-Treasurer

To: Freeport City Council

Date: 9/22/16

Re: Public Works Report

Loren scheduled Bueckers Septic to pump out the lift stations sometime during the week of October 10-14. Bueckers charges \$100/hour and they are thinking they can get it all done in an hour, but it shouldn't exceed 3 hours (\$300)

Storm Drain Clean-Out Update

1. Storm drain behind Bob VanHeel has been cleaned out and flowing.
2. Pond behind Bob Hoeschen is in progress and now flowing.
3. Storm drain beside Jerome Hartung is now flowing.
4. The storm drain behind Red Barn is done.
5. Currently waiting for the State to do the ditches along I-94 (scheduled for September 22 depending on weather).
6. Storm drain behind lift station number 2 (near Bob Hoeschen) has been cleaned out, waiting for State to finish their end of it (uncertain when they could get to that)

*We have 2 storm drains left to be completed, one to the east of Hennen Lumber and the one on the west side of town running along the trail.

Job Duty	Date	Initial
Did well house, water tower, lift station, pond checks, water sampling, collected Lead & Copper sample from residence we gave to, cleaned shop, pulled poles out by water tower that used to have a sign on them	8/18/16	LG
		LG
		LG
		LG
Did well house, water tower pond checks, put bugs in ponds, mowed lawn, worked on creamery water, talked to Butch Thill on when could get storm drain ends done.	8/19/16	LG
	"	LG
	"	LG
Did well house, water tower, pond checks	8/20/16	LG
Did well house, water tower, pond checks	8/21/16	LG
Did well house, water tower, pond, lift station checks did water sampling, got water at creamery turned on + new meter hooked up, mowed lawn, talked to Brian about water samples to do got ice put away + found company to overnight ovr samples.	8/22/16	LG
	"	LG
	"	LG
	"	LG
	"	LG
Did well house, water tower, pond checks, mowed lawn, talked to Butch Thill, set council room up from elections, did water sampling with Brian + brought them to Albany Auto Value to ship. mowed lawn	8/23/16	LG
	"	LG
	"	LG
	"	LG
Did well house, water tower, pond checks, swept streets, did budget with Joan + Adri, mowed lawn	8/24/16	LG
	"	LG
Did well house, water tower, pond checks, did Gopher 1 calls, Fixed Tower well roof, swept streets, Flushed some dead hydrants by at behind school + Bob Vanheels. did water sampling,	8/25/16	LG
	"	LG
	"	LG
Did well house, water tower, pond checks, did garbages up town, looked at lions park at lights, tennis courts, put bugs in ponds	8/26/16	LG
	"	LG
Did well house water tower, pond checks	8/27/16	LG
Did well house, water tower, pond checks	8/28/16	LG
Did well house, water tower, pond checks, lift stations water sampling, turned up water tower wells to Max of 57 HZ with Rodney A.	8/29/16	LG
Flushed Hydrants	"	LG
Did well house, water tower, pond checks	8/30/16	LG
Worked on turning up or down gate valves, checked storm drains by Mike Evaslages + lot across RR II, Flushed hydrants, mowed lawn	"	LG/ME
	"	LG/ME
	"	LG
Did well house, water tower, pond checks, meter reading.	8/31/16	

Job Duty	Date	Initial
worked on gate valves, flushed sanitary behind Charlies	8/31/16	LG/ME
Mowed lawn	"	ME/VF
met with Brian Zap.	"	LG
Did well house, water tower, pond checks, did water sampling	THUR 9/1/16	LG
mowed lawn, did quarterly water samples brought to	"	LG
Sauk Centre.	"	LG
Did water tower, well houses, pond checks, put bugs in ponds	9/2/16	LG
cleaned shop, got stuff ready to work on gate valve in street	"	LG
For next week.	"	LG
Mowed lawn	"	ME
Did well house, water tower, pond checks	9/3/16	LG
"	9/4/16	LG
"	9/5/16	LG
Did well house, water tower, pond, lift station checks, did	9/6/16	LG
water sampling, did garbages, filled out paper work	"	LG
+ put in computer to send off. did a quarterly Floriside	"	LG
sample & mailed, ordered side broom, cleaned shop, filled	"	LG
paper work	9/7/16	LG
Did well house, water tower, pond checks, checked garbages,	9/7/16	LG
did gate valves, took light poles out of Lions park + moved	"	LG/ME
to garbage cans, set up for pouring cement on garbage cans	"	LG
met with Brian, flushed hydrants on 2nd st - Betty Ting called with	"	LG
cemented garbage cans + cut down a tree at Lions park	9/8/16	LG/ME
Did well house, water tower, pond checks, lift stations, water sampling	"	LG
Did well house, water tower, pond checks, mowed lawn	9/9/16	LG
put bugs in ponds - mowed lawn	"	LG
Did well house, water tower, pond checks	9/10/16	LG
Did well house, water tower, pond checks	9/11/16	LG
Did well house, water tower, pond, lift station checks, did	9/12/16	LG
water sampling, talked with Butch Thulls workers behind Bob Horobas	"	LG
cleaning out, went around on 7th st sw filled holes in with black	"	LG
dirt, mowed lawn, cleaned up lions park by cement we poured.	"	LG
Did well house, water tower, pond checks, met with Butch T guys,	9/13/16	LG
met with Jim Natch about x mas lights, mowed lawn, cleaned	"	LG
shop, worked on lawn mower blades (zero turn) loaded up	"	LG
dirt behind Bob Vanheeds + got rid of From storm drain	"	LG
+ did gopher call, shut off water at 1005 4th Ave SE for Elinson to		
replace a valve.		

Job Duty	Date	Initial
Did well house, water tower, pond checks, cleaned Lions park, cleaned shop, looked at storm drain ends that Butch did, turned up chlorine in well houses, gopher 1 call, Filled paperwork, dumped some cement out at Pungs until we have more to get rid of, mowed lawn by flow station, + little by ponds, started finding shut offs starting on North side of town, Met with Brian Zapzalka	wed 9/14	LG
	"	LG
	"	LG
	"	LG
	"	LG
	"	LG
	9/14/16	LG
Did well house, water tower, lift station, pond checks, did water sampling, turned chlorine up more in well houses, Filled some more paperwork, talked with Sean about some of the bills + were they get charged to, cleaned shop, worked on lawn mower - grease, clean Filter, got paperwork Filled out for schooling in Oct with Adri.	9/15/16	LG
	"	LG
	"	LG
	"	LG
	"	LG
	"	LG
Did well house, water tower, pond checks, did garbages cut up tree by ^{pond by} Bob Hoeschens, went & located shut off valve by Gerald Wiechmann, Sam Kramer, Jessy Mayers, Brandon Roeding	9/16/16	LG
Fixed ^{raised} Sam Kramers, will fix raise others when get parts in.	"	LG
	"	LG
Did well house, water tower, pond checks	9/17/16	LG
well house checks	9/18/16	M.E.
well house, lift station checks	9/19/16	M.E.
Did well house, water tower, pond checks, did water sampling, leveled dig ^{dig} excavators left behind Bob Vanheel yard in weeds	9/20/16	LG
So the could mow. met with Jeremy From MNDOT about ditches for our storm drain to run - will take care of. sprayed water in storm drain behind Bob Vanheels to get it cleaned out.	"	LG
	"	LG
	"	LG
Did well house, water tower, pond checks, got paper work from Adri to file, got chainsaw back from Hiltner - new carb kit, mowed lawn. met with Brian Z. went over some paperwork + discussed when to discharge.	wed 9/21/16	LG
	"	LG
	"	LG
	"	LG

Dymoke Law Office, P.A.

300 Riverside Avenue NW

Melrose, Minnesota 56352

Telephone (320) 256-4205

Fax (320) 256-7201

September 21, 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 August 23, 2016 through September 21, 2016, we have not given significant attention any projects on behalf of the City of Freeport:

Respectfully submitted,
Dymoke Law Office, P.A.

by Scott E. Dymoke

Memo

From: Adrianna Hennen, Clerk-Treasurer

To: Freeport City Council

Date: 9/22/16

Re: Christmas Lights-Freeport Lions

Jim Notch will be attending the meeting to discuss Christmas Lights. Jim has looked into this and has been doing his research. He went to Becker to see the company and lights in person and even got to see how the lights and decorations are made. He wants to share with you what the Lions are thinking of purchasing.

Memo

From: Adrianna Hennen, Clerk-Treasurer

To: Freeport City Council

Date: 9/22/16

Re: Harold Fleegal Property

Unfortunately the EDA was unable to meet before I send out this packet, but they will be meeting Monday, September 26 to discuss this topic. Below are 2 options Dymoke put together after the last council meeting that Fleegal attended. I will be presenting these options to the EDA and will report to the council what the EDA discusses.

Two alternatives:

1. **Fleegal consents to the City tearing down the structure.** I suspect Fleegal would consent to the City tearing down the structure, and placing an assessment on the property to recover the costs. This would be fairly quick, but the City ends up fronting the costs. Before doing this, the City should obtain its own estimate of the cost of tearing down the property and disposing of the debris. I suspect that there will be some hazardous materials involved, such as lead paint and asbestos, which will need to be disposed of properly. In addition, Fleegal mentioned that he still has a mortgage outstanding against the property – Fleegal's mortgage company would need to join in any consent to tearing down the structure.
2. **Fleegal conveys the property to the City.** If Fleegal can pay off his mortgage, so that the City receives clear title to the property, the City could accept a deed to the property. This still leaves the City with the cost of a tear down, and we would still need to investigate if any hazardous materials are present. However, the City could potentially recover its costs from a subsequent sale of the lot. If the City pursues this option, we will also need to consider the effect of the transfer on the special assessment outstanding against the property. While the lot was City owned, no installments from the property would be collected, and we would have to consider whether or not a buyer could be found who is willing to assume the remaining assessments, as it is probably unlikely that the City could recover both the amount of the outstanding assessments and the cost of cleanup through a sale.

Memo

From: Joan Wall, Deputy Treasurer

To: Freeport City Council

Date: September 22, 2016

Re: 2017 Proposed Budget Notes

Before September 30th, council will need to approve a preliminary levy and schedule a public hearing date between November 25th and December 28th. Along with this memo are a proposed 2017 budget and summaries of the major budget changes for each fund. A proposed preliminary budget & levy resolution is included with this packet (after the budget pages). Please keep in mind that the final levy, which will be approved in December, can be lowered from this preliminary levy, but cannot be increased.

Please notify me of any errors or discrepancies. Notes on budget line items are included with some of the budget figures and additional notes are below.

Fund 101 (General Fund)

Revenues

2017 Certified LGA is about the same as this year

Interest earnings brought down to reflect that we allocate to other funds

Expenditures

Decreased budget for professional services under 41500 Auditor because we are doing payroll in-house and won't need as much consulting help

Decreased budget for professional services under 41800 Planning/Zoning – 2016 budget included \$5,000 for land use proposal

Public Works salary budget is for 1 full-time employee and 2 part-time employees at 10 hours per week

Included a \$10,000 transfer to the Capital Equipment fund – same as 2016

Under Public Works, moved \$5,000 from Outside Maintenance to Truck Repairs

Included a \$70,000 transfer to the Street Improvements fund – same as 2016

Included a \$5,000 transfer to the South End Park Fund

Fund 225 (ASFA Fund)

Approved during annual fire department meeting, February 2016

Fund 300 (EDA)

Budget has been at \$10,000 for the last three years

2017 budget will be presented to EDA for approval on 9/19/16

Fund 601 (Water Fund)

Fund 415 USDA Rural Development Project was merged into this fund

Fund 602 (Waste Water Fund)

Sewer rates were raised by 10% in July 2016

Added Johnson Jet-Line contract of \$5,254 to Outside Maintenance budget

Fund 603 (Water – USDA Reserve)

USDA loan requires the City to set aside annual reserves

Fund 604 (Waste Water – USDA Reserve)

USDA loan requires the City to set aside annual reserves

Levy Comparisons (2016 Final vs 2017 Proposed)

Levy Description	Final	Proposed	Change	
	2016	2017	Amount	%
General Fund Levy (Fund 101)	\$238,500	\$238,500	\$ 0	0%
EDA Levy (Fund 300)	\$ 10,000	\$ 10,000	0	0%
2013 GO Bonds Levy (Fund 326)	\$ 92,500	\$ 93,500	\$ 1,000	1.1%
2012 GO Bonds Levy (Fund 331)	\$ 90,000	\$ 95,000	\$ 5,000	5.6%
Total Levy	\$431,000	\$437,000	\$ 6,000	1.4%

09/22/16
13:27:18

CITY OF FREEPORT
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2017

Page: 1 of 5
Report ID: B240B

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	%
		2013	2014	2015	2016	Budget	Exp.	Budget	Changes	Budget	Budget
						2016	2016	17	17	17	17
<hr/>											
101	General Fund										
41000	GENERAL GOVERNMENT										
200	Postage	255	367	687	94	300	31%	300		300	100%
210	Operating Supplies	1,825	789	2,457	715	2,200	33%	2,200		2,200	100%
220	Repair & Maint. Supplies	1,634	354	478	183	750	24%	750		750	100%
300	Professional Services	7,581	4,137	15,172	5,990	6,000	100%	6,000		6,000	100%
	Cleaning \$1,875 + Ehlers continuing disclosure bond report \$500 + Web hosting \$400 + Computer services + Kathleen Murphy + SEH										
	2015 was high due to outside help from Kathleen Murphy (hiring), KDV (consulting & training), and Schlenner Wenner (payroll) when former clerk terminated April 2015.										
	2016 also had some of the above outside services.										
302	Legal Consulting	4,133	5,006	10,884	4,433	3,000	148%	5,000		5,000	167%
305	Legal Prosecution		1,055			500	0%	500		500	100%
320	Telephone	2,233	2,192	1,991	1,315	2,300	57%	2,300		2,300	100%
350	Notices & Publication	3,040	1,375	1,849	636	1,300	49%	1,300		1,300	100%
	2013 & 2015 include employee hiring announcements, etc.										
351	Periodicals	247	436	223		210	0%	210		210	100%
	St Cloud Times \$210; Beacon & Herald pd for 3 yrs in 2014										
361	Liability Insurance	7,717	8,457	7,327	3,547	7,226	49%	7,226		7,226	100%
381	Electric	2,726	1,901	1,897	1,609	2,300	70%	2,300		2,300	100%
410	Rentals	1,952	2,527	2,034	1,445	2,200	66%	2,200		2,200	100%
	Ameripride \$550, Marco \$1,300, Finken \$180										
430	Miscellaneous	217	6,717	112	500	350	143%	350		350	100%
	2014 included Stearns Muni League mtg (345), new website (1,450), creamery asbestos report (1,290), KDV debt & levy analysis (840), DEED Grant Ap Assist Legal (1,384)										
	2016 was to Girl Scouts										
433	Dues	2,785	3,480	3,244	1,222	3,215	38%	3,215		3,215	100%
	Black Mountain \$2,600, Stearns Cnty Beacon \$60, MAOSC \$405, Freeport Chamber \$150										
434	League Dues	749	771	812	840	771	109%	870		870	113%
450	Sales Tax	59				0	0%			0	0%
570	Office Equip & Furnishing	794	1,030			0	0%			0	0%
	Account:	37,947	40,594	49,167	22,529	32,622	69%	34,721	0	34,721	106%
41100	Legislative (Council/Board)										
100	Wages and Salaries	4,585	3,995	5,090	2,375	4,320	55%	4,320		4,320	100%
	Regular mtgs \$65 x 4 members x 12 mtgs = \$3,120										
	Special mtgs \$50 x 4 members x 6 mtgs = \$1,200										
121	Cities FICA 6.2%	284	248	316	147	268	55%	268		268	100%
	101-41100-100 x 6.2%										
122	Cities Share MED 1.45%	66	58	74	34	63	54%	64		64	102%
	101-41100-100 x 1.45%										
330	Training	299	315	903		890	0%	890		890	100%
	2 newly elected officials training \$630, 2 1-night stays \$260										
335	Mealeage & Reimb Exp	26	34	160		115	0%	306		306	266%
	2 newly elected officials training										

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Account	Object	2013	2014	2015	2016	Current Budget 2016	% Exp. 2016	Prelim. Budget 17	Budget Changes 17	Final Budget 17	% Old Budget 17
360	Workers Comp Insurance	87	69	59	23	100	23%	100		100	100%
	Account:	5,347	4,719	6,602	2,579	5,756	45%	5,948	0	5,948	103%
41300	Executive (Mayor/Manager)										
100	Wages and Salaries	1,345	1,200	1,825	635	1,440	44%	1,440		1,440	100%
	Regular mtgs \$95 x 12 mtgs = \$1,140										
	Special mtgs \$50 x 6 mtgs = \$300										
121	Cities FICA 6.2%	83	74	113	39	90	43%	90		90	100%
	101-41300-100 x 6.2%										
122	Cities Share MED 1.45%	20	17	26	9	21	43%	21		21	100%
	101-41300-100 x 1.45%										
330	Training	120	329			300	0%	300		300	100%
	Mayor's conference \$120, 1-night stay \$180										
335	Mileage & Reimb Exp	200	98			117	0%	117		117	100%
	Mayor's conference										
433	Dues	30	30	30	30	35	86%	35		35	100%
	MN Mayors Membership Dues										
	Account:	1,798	1,748	1,994	713	2,003	36%	2,003	0	2,003	100%
41400	Clerk										
100	Wages and Salaries	37,585	52,215	48,294	31,530	45,760	69%	46,799		46,799	102%
103	Assistant's Wages	24,530	21,723	16,836	13,578	20,800	65%	18,720		18,720	90%
105	Misc Compensation			8,701	4,126	5,646	73%	5,655		5,655	100%
120	Cities Share PERA	4,233	6,737	3,717	3,386	5,667	60%	5,338		5,338	94%
121	Cities FICA 6.2%	3,616	5,734	4,230	3,052	4,685	65%	4,413		4,413	94%
122	Cities Share MED 1.45%	846	1,341	989	714	1,096	65%	1,032		1,032	94%
130	Health Insurance	7,221	10,000	833	2,795	3,354	83%	3,354		3,354	100%
131	Life Insurance	16	24	29	18	24	75%	24		24	100%
140	Unemployment Compensation			9,367	1,653	0	***%			0	0%
	Former Clerk who terminated April 2015										
301	Audit	2,614				0	0%			0	0%
320	Telephone	70	170			120	0%			0	0%
330	Training	725	1,414	2,034	1,661	2,830	59%	3,735		3,735	132%
	LMC conf x 2 (Reg \$500 + Hotel \$1200), LMC regional mtgs (Reg \$40), MN Municipal Clerks Institute (Reg \$410 + Hotel \$600), MCFOA conf x 1 (Reg \$275 + Hotel \$600), MCFOA region 3 mtgs (Reg \$90), KDV annual seminar (Reg \$20)										
335	Mileage & Reimb Exp	1,053	509	516	411	600	69%	912		912	152%
	LMC conf (\$409), LMC regional mtgs (\$35), MN Municipal Clerks Institute (\$98), MCFOA conf (\$158), MCFOA region 3 mtgs (\$104), KDV annual seminar (\$35) + Other \$75										
360	Workers Comp Insurance	496	471	501	188	700	27%	700		700	100%
433	Dues	130	240	190	250	190	132%	270		270	142%
	MCFOA \$70, IIMC \$200										
	Account:	83,135	100,578	96,237	63,362	91,472	69%	90,952	0	90,952	99%
41450	Elections										
105	Misc Compensation	824	2,100		845	2,200	38%			0	0%
	2016 election year										
210	Operating Supplies	840	20	415	447	100	447%	415		415	415%
	Election equipment maintenance is annual county charge										

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Account	Object	Actuals				Current	%	Prelim.	Budget	Final	%
		2013	2014	2015	2016	Budget	Exp.	Budget	Changes	Budget	Budget
						2016	2016	17	17	17	17
335	Mileage & Reimb Exp	126	538		259	550	47%			0	0%
	2016 election year										
350	Notices & Publication	13	67		199	100	199%			0	0%
	2016 election year										
	Account:	1,803	2,725	415	1,750	2,950	59%	415	0	415	14%
41500	Auditor										
300	Professional Services		7,625	12,944	3,825	12,000	32%	3,000		3,000	25%
	BerganKDV & Schlenner Wenner assistance										
301	Audit	-2,614	14,035	12,750	14,650	13,150	111%	13,550		13,550	103%
	Schlenner Wenner audit svcs										
302	Legal Consulting		75	110	110	110	100%	110		110	100%
	Dymoke auditor's letter										
	Account:	-2,614	21,735	25,804	18,585	25,260	74%	16,660	0	16,660	66%
41550	Assessor										
304	Assessing Fees	5,135	4,871	4,422	4,672	5,000	93%	5,000		5,000	100%
	Account:	5,135	4,871	4,422	4,672	5,000	93%	5,000	0	5,000	100%
41800	Planning / Zoning										
300	Professional Services	1,800	5,321	60		6,000	0%	1,000		1,000	17%
302	Legal Consulting	53				0	0%			0	0%
303	Engineering	401				0	0%			0	0%
350	Notices & Publication	247	176			250	0%	250		250	100%
429	County Recording Fees	138			138	0	***%			0	0%
	Account:	2,639	5,497	60	138	6,250	2%	1,250	0	1,250	20%
42000	Public Safety										
316	Animal Control	107				0	0%			0	0%
	Account:	107				0	***%	0	0	0	0%
42050	Building Official										
310	Contractor	8,133	4,341	2,262	7,940	4,000	199%	4,000		4,000	100%
	2016 includes unusually large building permits: Sacred Heart gym and Albany Stone										
436	State Surcharge	455	138	78	571	200	286%	200		200	100%
	2016 includes unusually large building permits: Sacred Heart gym and Albany Stone										
	Account:	8,588	4,479	2,340	8,511	4,200	203%	4,200	0	4,200	100%
42200	Fire & Rescue										
312	Fire Service Contract	30,495				0	0%			0	0%
700	Transfers			42,225	40,224	40,224	100%	39,924		39,924	99%
	City's fire protection contract										
	In 2014, \$34,026 for City's fire protection contract coded incorrectly to 101-49360-700 by auditors. Should have been coded to 101-42200-700.										
	Account:	30,495		42,225	40,224	40,224	100%	39,924	0	39,924	99%

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Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		2013	2014	2015	2016	Budget	Exp.	Budget	Changes	Budget	Budget
						2016	2016	17	17	17	17
<hr/>											
43000	Public Works										
100	Wages and Salaries	50,858	52,153	48,413	29,703	41,600	71%	43,740		43,740	105%
103	Assistant's Wages	24,879	25,573	27,211	2,023	21,632	9%	10,400		10,400	48%
105	Misc Compensation			12,611		0	0%			0	0%
120	Cities Share PERA	5,283	7,360	4,543	2,381	5,417	44%	4,061		4,061	75%
121	Cities FICA 6.2%	4,492	6,262	4,738	1,967	4,478	44%	3,356		3,356	75%
122	Cities Share MED 1.45%	1,051	1,464	1,108	460	1,047	44%	784		784	75%
130	Health Insurance	8,893	12,500	1,667	7,977	9,000	89%	9,000		9,000	100%
131	Life Insurance	22	24	15	20	48	42%	24		24	50%
210	Operating Supplies	72				0	0%			0	0%
240	Clothing Replacement	170	421	624		500	0%	200		200	40%
330	Training			290		500	0%	200		200	40%
	2015 new Public Works Director										
335	Mileage & Reimb Exp	23	67	173	98	100	98%	100		100	100%
360	Workers Comp Insurance	5,138	5,300	5,822	1,418	9,055	16%	5,000		5,000	55%
700	Transfers				10,000	10,000	100%	10,000		10,000	100%
	2016 set aside funds for future equipment purchases										
	Account:	100,881	111,124	107,215	56,047	103,377	54%	86,865	0	86,865	84%
<hr/>											
43100	Highways, Streets & Roadways										
210	Operating Supplies	1,428	1,637	1,485	779	2,250	35%	2,250		2,250	100%
215	Gas & Oil	4,333	5,060	2,925	1,900	4,500	42%	4,500		4,500	100%
220	Repair & Maint. Supplies	432	1,359	2,522	477	2,000	24%	2,000		2,000	100%
225	Street Materials	7,071	8,384	7,563	4,971	8,300	60%	8,300		8,300	100%
	Crack sealing \$5,000, road salt \$2,000, dust control \$800, road patch \$500										
311	Outside Maintenance	7,647		233	773	10,000	8%	5,000		5,000	50%
320	Telephone	2,358	2,575	2,219	526	2,760	19%	750		750	27%
	Currently paying \$60 per month for cell phone										
350	Notices & Publication		214	116		0	0%			0	0%
361	Liability Insurance	1,972	2,038	2,058	1,004	2,026	50%	2,026		2,026	100%
366	Insurance Claims	-462				0	0%			0	0%
381	Electric	1,383	1,509	1,222	710	1,500	47%	1,500		1,500	100%
382	Heating Gas	896	1,044	700	374	1,500	25%	1,500		1,500	100%
383	Garbage	1,271	1,514	1,506	1,155	1,200	96%	1,680		1,680	140%
	\$140 x 12 months										
401	Truck Repairs	4,283	2,866	12,318	2,105	1,500	140%	7,000		7,000	467%
	2015 includes repairs on Public Works truck										
410	Rentals		141	152	64	250	26%	250		250	100%
430	Miscellaneous	4,868	651	13,000		250	0%	250		250	100%
	2015 was for Sauk River Watershed District assessments										
431	Permits/License	496	37	345	345	500	69%	500		500	100%
	DOT or other										
433	Dues	123	107		107	225	48%	150		150	67%
	Annual vehicle registration										
510	Capital Expenditures	4,915	50,211			0	0%			0	0%
	2014 includes plow truck purchase										
700	Transfers				70,000	70,000	100%	70,000		70,000	100%
	2016 set aside funds for future street improvement										
	Account:	43,014	79,347	48,364	85,290	108,761	78%	107,656	0	107,656	99%

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Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		2013	2014	2015	2016	Budget	Exp.	Budget	Changes	Budget	Budget
						2016	2016	17	17	17	17
<hr/>											
43160	Street Lighting										
300	Professional Services	189	168	32		1,500	0%	1,500		1,500	100%
311	Outside Maintenance	1,100	3,673	1,261	579	1,000	58%	1,000		1,000	100%
361	Liability Insurance	1,773				0	0%			0	0%
381	Electric	19,097	17,968	19,059	12,615	18,000	70%	18,000		18,000	100%
	Account:	22,159	21,809	20,352	13,194	20,500	64%	20,500	0	20,500	100%
<hr/>											
45200	Parks										
210	Operating Supplies	1,074	37	4,765	48	200	24%	500		500	250%
	Paper towels, toilet paper, soap										
	2015 includes bagger/thatcher										
220	Repair & Maint. Supplies	1,272	1,441	2,447	2,022	1,500	135%	2,000		2,000	133%
260	Park Maintenance				177	1,200	15%	1,200		1,200	100%
	Mulch, playground equipment										
361	Liability Insurance	4,770	5,007	5,239	2,682	5,111	52%	5,111		5,111	100%
435	SR Citizen Building	92	16	525	1,732	2,500	69%	3,000		3,000	120%
	Vinyl plank flooring quote \$2,500 + other \$500										
	(carpet quote is \$1,375)										
510	Capital Expenditures	6,946				0	0%			0	0%
700	Transfers					0	0%	5,000		5,000	*****
	Set aside funds for future south end park										
	Account:	14,154	6,501	12,976	6,661	10,511	63%	16,811	0	16,811	160%
<hr/>											
49360	Transfers to Other Funds										
700	Transfers		39,106			0	0%			0	0%
	Account:		39,106			0	***%	0	0	0	0%
<hr/>											
	Fund:	354,588	444,833	418,173	324,255	458,886	71%	432,905	0	432,905	94%
<hr/>											
	Grand Total :	354,588	444,833	418,173	324,255	458,886		432,905	0	432,905	

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Account	Actuals				Current	%	Prelim.	Budget	Final	% Old
	2013	2014	2015	2016	Budget	Rec.	Budget	Change	Budget	Budget
	2013	2014	2015	2016	2016	2016	17	17	17	17
<hr/>										
101 General Fund										
31000 General Property Taxes										
31000 General Property Taxes	231,901	224,645	194,203	129,138	238,500	54%	238,500		238,500	100%
Group:	231,901	224,645	194,203	129,138	238,500	54%	238,500	0	238,500	100%
31800 Other Taxes										
31810 Franchise Fees	3,023	3,245	3,539		3,000	0%	3,000		3,000	100%
Group:	3,023	3,245	3,539		3,000	0%	3,000	0	3,000	100%
32100 Liquor Licenses										
32100 Liquor Licenses	8,100	8,145	8,115	8,090	8,100	100%	8,100		8,100	100%
Group:	8,100	8,145	8,115	8,090	8,100	100%	8,100	0	8,100	100%
32200 Special Events										
32200 Special Events				8,040	0	***%			0	0%
32210 Building Permits	8,022	6,836	2,759	4,051	500	810%	500		500	100%
32230 Zoning Permit	395	300	125	550	200	275%	200		200	100%
32231 Pet License	20	40	88	35	25	140%	25		25	100%
Group:	8,437	7,176	2,972	12,676	725	***%	725	0	725	100%
32300 Gambling Licenses										
32300 Gambling Licenses	450	90	125	205	100	205%	100		100	100%
Group:	450	90	125	205	100	205%	100	0	100	100%
33400 State Grants & Aid/PERA										
33400 State Grants & Aid/PERA	410	410	410	205	410	50%	410		410	100%
33401 LGA (Local Gov't Aid)	84,947	108,215	110,589	55,656	111,311	50%	111,640		111,640	100%
33402 HACA (Homestead Credit)	382	395	670		400	0%	400		400	100%
33431 State - Small City			14,466		0	0%			0	0%
Received \$14,466 in 2015. Not budgeted for 2016 or 2017 because the legislature has not yet funded additional years.										
Group:	85,739	109,020	126,135	55,861	112,121	50%	112,450	0	112,450	100%
34000 Charges for Services										
34000 Charges for Services	1,433	166	665	425	100	425%	100		100	100%
Group:	1,433	166	665	425	100	425%	100	0	100	100%
35100 Fines										
35100 Fines	1,923	3,074	2,075	1,000	1,500	67%	1,500		1,500	100%
Group:	1,923	3,074	2,075	1,000	1,500	67%	1,500	0	1,500	100%

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Account	Actuals				Current	%	Prelim.	Budget	Final	% Old
	2013	2014	2015	2016	Budget	Rec.	Budget	Change	Budget	Budget
	2013	2014	2015	2016	2016	2016	17	17	17	17
<hr/>										
101 General Fund										
36100 Special Assessments										
36100 Special Assessments	1,688	323	2,739		675	0%	675		675	100%
Group:	1,688	323	2,739		675	0%	675	0	675	100%
36200 Miscellaneous Revenues										
36200 Miscellaneous Revenues	1,378	4,149	311	1,885	1,140	165%	1,140		1,140	100%
2016 includes \$1875 from Albany Mutual Telephone										
36210 Interest Earnings	2,665	2,855	2,938	3,856	10,000	39%	2,500		2,500	25%
36220 Rents and Royalties	1,535	1,605	1,500		1,500	0%	1,500		1,500	100%
36240 Insurance Claims			678		0	0%			0	0%
36250 Insurance Dividends	5,125	3,207	6,286		5,000	0%	5,000		5,000	100%
36280 Sale of Equipment		7,600			0	0%			0	0%
Group:	10,703	19,416	11,713	5,741	17,640	33%	10,140	0	10,140	57%
39100 Transfer From AFSA										
39100 Transfer From AFSA	3,500	3,500	3,500	3,500	3,500	100%	3,500		3,500	100%
Group:	3,500	3,500	3,500	3,500	3,500	100%	3,500	0	3,500	100%
39200 Transfer from other funds										
39200 Transfer from other funds	2,042	18,311	1,696		0	0%			0	0%
2015 was to close remainder of fund 315 to fund 101										
Group:	2,042	18,311	1,696		0	0%	0	0	0	0%
39500 Transfer from EDA										
39500 Transfer from EDA	5,000	5,000	5,000	5,000	5,000	100%	5,000		5,000	100%
Group:	5,000	5,000	5,000	5,000	5,000	100%	5,000	0	5,000	100%
39700 Transfer from Water										
39700 Transfer from Water	35,000	40,000	40,000	40,000	40,000	100%	40,000		40,000	100%
Group:	35,000	40,000	40,000	40,000	40,000	100%	40,000	0	40,000	100%
39800 Transfer From WasteWater										
39800 Transfer From WasteWater	35,000	40,000	40,000	40,000	40,000	100%	40,000		40,000	100%
Group:	35,000	40,000	40,000	40,000	40,000	100%	40,000	0	40,000	100%
Fund:	433,939	482,111	442,477	301,636	470,961	64%	463,790	0	463,790	98%
Grand Total :	433,939	482,111	442,477	301,636	470,961		463,790	0	463,790	

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Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		2013	2014	2015	2016	Budget	Exp.	Budget	Changes	Budget	Budget
						2016	2016	17	17	17	17

225 AFSA Fund											
42200 Fire & Rescue											
100	Wages and Salaries	6,768	6,756	7,752		7,000	0%	7,000		7,000	100%
115	Drills	18,882	12,138	7,638		14,500	0%	8,000		8,000	55%
	Every other year there are more drills										
116	Fire Calls	5,436	2,370	5,700		5,000	0%	5,000		5,000	100%
117	Rescue Calls	6,252	6,348	5,340		6,500	0%	6,500		6,500	100%
121	Cities FICA 6.2%	2,315	1,712	1,629		2,046	0%	2,046		2,046	100%
122	Cities Share MED 1.45%	541	400	381		480	0%	480		480	100%
210	Operating Supplies	5,768	12,447	9,339	4,474	5,000	89%	7,000		7,000	140%
215	Gas & Oil	1,926	1,429	1,142	1,181	2,500	47%	2,500		2,500	100%
220	Repair & Maint. Supplies	1,383	3,699	1,213	2,069	5,000	41%	3,000		3,000	60%
240	Clothing Replacement	4,248	557	3,552		2,000	0%	2,000		2,000	100%
245	Radio/Pager Repair	220	350	336	1,499	750	200%	1,500		1,500	200%
300	Professional Services	570		400	270	300	90%	400		400	133%
	FEMA grant writer										
301	Audit	3,450	565		3,790	3,600	105%	3,600		3,600	100%
302	Legal Consulting	210	1,940	3,728		500	0%	500		500	100%
315	Fire Dept Aid 2%	18,495	17,793	19,118	2,140	12,000	18%	14,183		14,183	118%
	= to amount budgeted to receive from State (225-33400) + annual relief association contribution (\$2183 for 2017)										
320	Telephone	897	892	877	588	875	67%	875		875	100%
330	Training	2,695	3,641	2,435	3,000	3,500	86%	3,500		3,500	100%
332	State/Chief Conference			250	600	250	240%	750		750	300%
333	Physicals	560	545	545	470	600	78%	600		600	100%
335	Mileage & Reimb Exp	14	10		48	250	19%	250		250	100%
350	Notices & Publication	119				0	0%			0	0%
360	Workers Comp Insurance	3,043	3,436	3,823	1,830	5,000	37%	5,000		5,000	100%
361	Liability Insurance	3,778	3,110	3,441	1,444	6,000	24%	6,000		6,000	100%
381	Electric	2,121	2,063	1,823	1,212	2,250	54%	2,250		2,250	100%
382	Heating Gas	1,392	1,545	891	729	1,750	42%	1,750		1,750	100%
383	Garbage	378	345	339	529	350	151%	350		350	100%
401	Truck Repairs	2,489	1,909	5,518	7,148	3,000	238%	5,000		5,000	167%
430	Miscellaneous	1,690	302	82	2,733	1,000	273%	500		500	50%
433	Dues	309	40	270	238	350	68%	350		350	100%
450	Sales Tax	126				0	0%			0	0%
580	Other Equipment	11,455		591		0	0%			0	0%
700	Transfers	3,500	-30,526	3,500	3,500	3,500	100%	3,500		3,500	100%
	2014 includes a \$34,026 end of year auditor credit that should have been posted to the Fire Contract revenue account 225-34202. Actual transfer amount was \$3,500.										
Account:		111,030	55,816	91,653	39,492	95,851	41%	94,384	0	94,384	98%
Fund:		111,030	55,816	91,653	39,492	95,851	41%	94,384	0	94,384	98%
											%
Grand Total :		111,030	55,816	91,653	39,492	95,851		94,384	0	94,384	

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Account	2013	2014	Actuals 2015	2016	Current Budget 2016	% Rec. 2016	Prelim. Budget 17	Budget Change 17	Final Budget 17	% Old Budget 17
<hr/>										
225 AFSA Fund										
33400 State Grants & Aid/PERA										
33400 State Grants & Aid/PERA	16,478	15,736	17,020		12,000	0%	12,000		12,000	100%
All funds received are paid back out to the relief association - see 225-42200-315										
33420 Fire Dept Aid				6,033	0	***%			0	0%
2016: reimbursements received for training costs and supplemental benefits for retired firefighter										
Group:	16,478	15,736	17,020	6,033	12,000	50%	12,000	0	12,000	100%
33600 Grants & Aids from Local Government										
33630 Grants & Aids from Other	3,500				0	0%			0	0%
Group:	3,500				0	0%	0	0	0	0%
34200 Public Safety										
34202 Fire Contract	96,273	70,841	89,700	85,084	85,083	100%	84,449		84,449	99%
2014 should have included \$34,206 incorrectly coded to 225-42200-700 Transfers; actual fire contract revenue was \$104,867.										
Our auditors now require that the City of Freeport's portion is recorded as a revenue transfer instead of on this line. See also 225-39400.										
34203 Fire Revenues	2,893	1,700	2,880	3,233	250	***%	250		250	100%
34205 Rescue Revenues	6,390	-2,982	11,650	6,315	5,250	120%	5,250		5,250	100%
Group:	105,556	69,559	104,230	94,632	90,583	104%	89,949	0	89,949	99%
36200 Miscellaneous Revenues										
36200 Miscellaneous Revenues	3,614	1,890	3,275		1,000	0%	1,000		1,000	100%
36210 Interest Earnings	2,252	2,206	2,640	1,635	0	***%			0	0%
36230 Donations - Private	11,800	6,130	3,200	3,600	3,000	120%	3,000		3,000	100%
Group:	17,666	10,226	9,115	5,235	4,000	131%	4,000	0	4,000	100%
39400 Transfer from General										
39400 Transfer from General			42,225	40,224	40,224	100%	39,924		39,924	99%
Our auditors now require that the City of Freeport's portion is recorded as a revenue transfer instead of on the Fire Contract line. See also 225-34202.										
Group:			42,225	40,224	40,224	100%	39,924	0	39,924	99%
Fund:	143,200	95,521	172,590	146,124	146,807	100%	145,873	0	145,873	99%
Grand Total :	143,200	95,521	172,590	146,124	146,807		145,873	0	145,873	

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		2013	2014	2015	2016	Budget	Exp.	Budget	Changes	Budget	Budget
						2016	2016	17	17	17	17

601	Water										
43225	Water										
200	Postage	994	722	592	454	700	65%	700		700	100%
210	Operating Supplies	3,632	1,456	4,827	957	2,500	38%	2,500		2,500	100%
220	Repair & Maint. Supplies	105	373	166	116	650	18%	650		650	100%
300	Professional Services	156	169	199	638	300	213%	300		300	100%
311	Outside Maintenance	397	2,147		788	4,000	20%	4,000		4,000	100%
	Clean water tower \$3,000, Other \$1,000										
320	Telephone	235	245	616	157	300	52%	300		300	100%
330	Training	90	20		113	200	57%	300		300	150%
	2016 MRWA Technical Conf (half)										
350	Notices & Publication	726	511		384	500	77%	500		500	100%
361	Liability Insurance	1,482	942	809	392	798	49%	798		798	100%
381	Electric	7,354	6,442	4,235	4,032	6,000	67%	6,000		6,000	100%
420	Depreciation	29,615	29,615	29,615		71,080	0%	71,080		71,080	100%
	2016: needed to include depreciation that has been allocated to Fund 415 USDA in prior years. Fund 415 was merged into Fund 601 at the end of 2015.										
430	Miscellaneous	4,036	352	25		250	0%	250		250	100%
	2013 included buying extra water meters to have on hand										
431	Permits/License	2,123	2,509	1,716	1,498	2,500	60%	2,500		2,500	100%
433	Dues	986	1,824	2,117	200	925	22%	925		925	100%
	Black Mountain \$650, MRWA \$275										
440	Chemical Purification	4,539	4,234	3,568	2,294	4,000	57%	4,000		4,000	100%
450	Sales Tax	2,601			1,107	2,000	55%	2,000		2,000	100%
	For water sold to commercial customers										
460	Lab Testing	713	405			750	0%			0	0%
600	Bond Principal				24,000	39,000	62%	40,000		40,000	103%
	USDA loan \$25,000 + 2013A \$15,000										
610	Bond Interest				33,740	33,740	100%	33,030		33,030	98%
	USDA loan \$25,690 + 2013A \$7,340										
700	Transfers	35,000	40,000	81,601	53,867	53,867	100%	53,867		53,867	100%
	2016: Transfer to General Fund \$40,000; Transfer to USDA Water Reserve Fund \$13,867.										
	2015 includes \$41,601 transfer to USDA Water Fund for 2013-2015.										
	Account:	94,784	91,966	130,086	124,737	224,060	56%	223,700	0	223,700	100%
	Fund:	94,784	91,966	130,086	124,737	224,060	56%	223,700	0	223,700	100%
											%
	Grand Total:	94,784	91,966	130,086	124,737	224,060		223,700	0	223,700	

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Account	Actuals				Current	%	Prelim.	Budget	Final	% Old
	2013	2014	2015	2016	Budget	Rec.	Budget	Change	Budget	Budget
	2013	2014	2015	2016	2016	2016	17	17	17	17
<hr/>										
601 Water										
31300 General Sales and Use Tax										
31300 General Sales and Use Tax	2,551			1,295	2,000	65%	2,000		2,000	100%
Group:	2,551			1,295	2,000	65%	2,000	0	2,000	100%
34000 Charges for Services										
34000 Charges for Services	157,213	161,200	160,675	91,943	155,000	59%	160,000		160,000	103%
34050 Hook-up fee	1,200		2,300		1,200	0%	1,200		1,200	100%
Group:	158,413	161,200	162,975	91,943	156,200	59%	161,200	0	161,200	103%
36100 Special Assessments										
36100 Special Assessments	244	56	604	16,798	0	***%	22,500		22,500	*****%
Prior to 2016, these assessments were recorded in Fund 415 USDA Rural Development Project										
Group:	244	56	604	16,798	0	***%	22,500	0	22,500	*****%
36200 Miscellaneous Revenues										
36210 Interest Earnings	2,117	2,475	2,260	1,341	0	***%	2,600		2,600	*****%
36280 Sale of Equipment	700	100			0	0%			0	0%
Group:	2,817	2,575	2,260	1,341	0	***%	2,600	0	2,600	*****%
39200 Transfer from other funds										
39200 Transfer from other funds			498,199		0	0%			0	0%
Group:			498,199		0	0%	0	0	0	0%
Fund:	164,025	163,831	664,038	111,377	158,200	70%	188,300	0	188,300	119%
603 Water - USDA Reserve										
39700 Transfer from Water										
39700 Transfer from Water			41,601	13,867	13,867	100%	13,867		13,867	100%
Reserve fund required by USDA										
Group:			41,601	13,867	13,867	100%	13,867	0	13,867	100%
Fund:			41,601	13,867	13,867	100%	13,867	0	13,867	100%
Grand Total :	164,025	163,831	705,639	125,244	172,067		202,167	0	202,167	

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Account	Object	Actuals				Current	%	Prelim.	Budget	Final	%
		2013	2014	2015	2016	Budget	Exp.	Budget	Changes	Budget	Budget
						2016	2016	17	17	17	17

602	Waste Water										
43250	Sewage Collection and Disposal										
200	Postage	911	669	537	595	612	97%	700		700	114%
210	Operating Supplies	652	1,716	180	4,037	500	807%	2,000		2,000	400%
	Bill cards \$400, Misc \$100, Lagoon bugs & aquatic weed kill \$1,500										
	2014 included \$910 for lagoon bugs										
220	Repair & Maint. Supplies		720			0	0%	1,000		1,000	*****
	2017 plan to purchase hose & fittings										
300	Professional Services	2,020	169	14,924	433	200	217%	200		200	100%
	2015 includes \$11,200 for sewer televising & SEH review										
303	Engineering	214				0	0%			0	0%
311	Outside Maintenance	3,934	7,331		2,313	3,500	66%	7,500		7,500	214%
	Johnson Jet-Line (begin 5 yr contract) \$5,254, Tri-State annual inspection of 3										
	lift stations \$1,200, Other maintenance \$1,046										
320	Telephone	235	245	218	157	250	63%	250		250	100%
330	Training	762	122	250	113	100	113%	300		300	300%
	2016 MRWA Technical Conf (half)										
335	Mileage & Reimb Exp	170				200	0%	100		100	50%
350	Notices & Publication	355	107			300	0%			0	0%
361	Liability Insurance	560	1,746	1,972	778	2,015	39%	2,015		2,015	100%
381	Electric	916	956	651	621	900	69%	900		900	100%
420	Depreciation	62,090	62,223	61,632		62,225	0%	62,225		62,225	100%
430	Miscellaneous	63		26		0	0%			0	0%
431	Permits/License		23	1,570		25	0%	25		25	100%
	2015: WWTR Permit Application \$330, 5 yr permit \$1,240										
	2016: wastewater renewal \$25										
433	Dues	727	1,289	1,439		1,345	0%	1,345		1,345	100%
	Black Mountain \$700, Badger Meter renewal \$645										
460	Lab Testing	81	685	1,149	572	650	88%	1,000		1,000	154%
600	Bond Principal					30,000	0%	25,000		25,000	83%
	2013 GO refunding bonds										
610	Bond Interest	14,429	13,627	3,805	4,200	4,200	100%	3,650		3,650	87%
	2013 GO refunding bonds										
620	Fiscal Agents Fees			165		0	0%			0	0%
650	Bond Issuance Costs	5,593				0	0%			0	0%
700	Transfers	35,000	40,000	48,400	42,800	42,800	100%	42,800		42,800	100%
	2016: Transfer to General Fund \$40,000; Transfer to USDA Waste Water Reserve Fund \$2,800.										
	2015 includes \$8,400 transfer to USDA Waste Water Fund for 2013-2015.										
	Account:	128,712	131,628	136,918	56,619	149,822	38%	151,010	0	151,010	101%
	Fund:	128,712	131,628	136,918	56,619	149,822	38%	151,010	0	151,010	101%
	Grand Total:	128,712	131,628	136,918	56,619	149,822		151,010	0	151,010	%

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Account	Actuals				Current	%	Prelim.	Budget	Final	% Old
	2013	2014	2015	2016	Budget	Rec.	Budget	Change	Budget	Budget
	2013	2014	2015	2016	2016	2016	17	17	17	17
<hr/>										
602 Waste Water										
34000 Charges for Services										
34000 Charges for Services	78,160	79,431	79,244	45,844	76,000	60%	87,000		87,000	114%
Sewer rates were raised by 10% beginning July 2016										
34050 Hook-up fee	1,200		1,200		1,200	0%	1,200		1,200	100%
Group:	79,360	79,431	80,444	45,844	77,200	59%	88,200	0	88,200	114%
36100 Special Assessments										
36100 Special Assessments	244	56	-462		0	0%			0	0%
Group:	244	56	-462		0	0%	0	0	0	0%
36200 Miscellaneous Revenues										
36210 Interest Earnings	1,119	1,047	662	55	0	***%	100		100	*****%
Group:	1,119	1,047	662	55	0	***%	100	0	100	*****%
39200 Transfer from other funds										
39200 Transfer from other funds	7,865	7,497			0	0%			0	0%
Group:	7,865	7,497			0	0%	0	0	0	0%
Fund:	88,588	88,031	80,644	45,899	77,200	59%	88,300	0	88,300	114%
604 Waste Water - USDA Reserve										
39800 Transfer From WasteWater										
39800 Transfer From WasteWater			8,400	2,800	2,800	100%	2,800		2,800	100%
Reserve fund required by USDA										
Group:			8,400	2,800	2,800	100%	2,800	0	2,800	100%
Fund:			8,400	2,800	2,800	100%	2,800	0	2,800	100%
Grand Total :	88,588	88,031	89,044	48,699	80,000		91,100	0	91,100	

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		2013	2014	2015	2016	Budget	Exp.	Budget	Changes	Budget	Budget
						2016	2016	17	17	17	17

265 TIF Swany White											
46508 TIF District Swany											
640	TIF Payment		2,891	2,744	1,458	3,000	49%	3,000		3,000	100%
	Account:		2,891	2,744	1,458	3,000	49%	3,000	0	3,000	100%
	Fund:		2,891	2,744	1,458	3,000	49%	3,000	0	3,000	100%
300 EDA											
46500 EDA Operations											
210	Operating Supplies	362	198	409	230	800	29%	560		560	70%
300	Professional Services			1,565	440	0	***%	400		400	****%
302	Legal Consulting	2,446	119	1,934	164	2,000	8%	2,000		2,000	100%
303	Engineering	3,850				0	0%			0	0%
335	Mileage & Reimb Exp	55	26			100	0%	100		100	100%
360	Workers Comp Insurance		25	42	19	50	38%	50		50	100%
429	County Recording Fees				46	50	92%	50		50	100%
430	Miscellaneous	1,181	7,643	12,000		2,000	0%	2,000		2,000	100%
700	Transfers	11,412	12,856	43,552	5,000	5,000	100%	5,000		5,000	100%
\$5000 transfer to General Fund											
2015 includes \$38,552 for land sale proceeds transferred to bond fund 331											
	Account:	19,306	20,867	59,502	5,899	10,000	59%	10,160	0	10,160	102%
	Fund:	19,306	20,867	59,502	5,899	10,000	59%	10,160	0	10,160	102%
326 Bonds, 2013 (Refunding of Main St Improvements)											
47000 Debt Service											
600	Bond Principal				110,000	110,000	100%	115,000		115,000	105%
610	Bond Interest			7,150	13,200	13,200	100%	10,950		10,950	83%
620	Fiscal Agents Fees			165	495	403	123%	403		403	100%
	Account:			7,315	123,695	123,603	100%	126,353	0	126,353	102%
	Fund:			7,315	123,695	123,603	100%	126,353	0	126,353	102%
331 Bonds, 2012 (Refunding of Industrial Park)											
47000 Debt Service											
600	Bond Principal			20,000	160,000	160,000	100%	160,000		160,000	100%
610	Bond Interest		10,359	20,603	19,568	19,568	100%	17,568		17,568	90%
620	Fiscal Agents Fees			495	495	450	110%	495		495	110%
	Account:		10,359	41,098	180,063	180,018	100%	178,063	0	178,063	99%
	Fund:		10,359	41,098	180,063	180,018	100%	178,063	0	178,063	99%

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		2013	2014	2015	2016	Budget	Exp.	Budget	Changes	Budget	Budget
						2016	2016	17	17	17	17

417 Street Improvements											
43100 Highways, Streets & Roadways											
225	Street Materials				5,328	0	***%			0	0%
300	Professional Services				1,812	0	***%			0	0%
	2016 industrial park paving engineering fees										
	Account:				7,140	0	***%	0	0	0	0%
	Fund:				7,140	0	***%	0	0	0	0%
											%
Grand Total :											
		19,306	34,117	110,659	318,255	316,621		317,576	0	317,576	

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Account	Actuals				Current	%	Prelim.	Budget	Final	% Old
	2013	2014	2015	2016	Budget	Rec.	Budget	Change	Budget	Budget
					2016	2016	17	17	17	17
<hr/>										
265 TIF Swany White										
31100 Bond Levy										
31150 Tax Increments		2,891	2,744	1,458	3,000	49%	3,000		3,000	100%
Group:		2,891	2,744	1,458	3,000	49%	3,000	0	3,000	100%
Fund:		2,891	2,744	1,458	3,000	49%	3,000	0	3,000	100%
300 EDA										
31000 General Property Taxes										
31000 General Property Taxes	10,072	9,970	9,988	5,404	10,000	54%	10,000		10,000	100%
Group:	10,072	9,970	9,988	5,404	10,000	54%	10,000	0	10,000	100%
36200 Miscellaneous Revenues										
36210 Interest Earnings	174	152	174	79	0	***%	160		160	****%
36290 Sale Land/Property	-1,208	10,000	40,000		0	0%			0	0%
Group:	-1,034	10,152	40,174	79	0	***%	160	0	160	****%
Fund:	9,038	20,122	50,162	5,483	10,000	55%	10,160	0	10,160	101%
326 Bonds, 2013 (Refunding of Main St Improvements)										
31000 General Property Taxes										
31000 General Property Taxes				49,909	92,500	54%	93,500		93,500	101%
Group:				49,909	92,500	54%	93,500	0	93,500	101%
36100 Special Assessments										
36100 Special Assessments				6,498	8,281	78%	8,281		8,281	100%
Group:				6,498	8,281	78%	8,281	0	8,281	100%
36200 Miscellaneous Revenues										
36210 Interest Earnings			1,080	222	702	32%	586		586	83%
Group:			1,080	222	702	32%	586	0	586	83%
39200 Transfer from other funds										
39200 Transfer from other funds			157,877		0	0%			0	0%
2015 transfer was from Fund 325, which was closed										
Group:			157,877		0	0%	0	0	0	0%

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Account	Actuals				Current	%	Prelim.	Budget	Final	% Old
	2013	2014	2015	2016	Budget	Rec.	Budget	Change	Budget	Budget
					2016	2016	17	17	17	17
<hr/>										
Fund:			158,957	56,629	101,483	56%	102,367	0	102,367	100%
331 Bonds, 2012 (Refunding of Industrial Park)										
31000 General Property Taxes										
31000 General Property Taxes			69,352	48,533	90,000	54%	95,000		95,000	105%
Group:			69,352	48,533	90,000	54%	95,000	0	95,000	105%
36200 Miscellaneous Revenues										
36210 Interest Earnings			3,313	1,123	1,847	61%	1,619		1,619	87%
Group:			3,313	1,123	1,847	61%	1,619	0	1,619	87%
39200 Transfer from other funds										
39200 Transfer from other funds		10,359	421,755		0	0%			0	0%
2015 transfer was from Fund 330, which was closed										
Group:		10,359	421,755		0	0%	0	0	0	0%
Fund:		10,359	494,420	49,656	91,847	54%	96,619	0	96,619	105%
407 2006 Small Cities Grant										
36100 Special Assessments										
36101 Principal on Note			7,887	1,135	0	***%	2,549		2,549	****%
36102 Penalties and Interest	259	130	201	23	0	***%	54		54	****%
Group:	259	130	8,088	1,158	0	***%	2,603	0	2,603	****%
36200 Miscellaneous Revenues										
36200 Miscellaneous Revenues		6,946			0	0%			0	0%
36210 Interest Earnings	559	498	572	307	0	***%	600		600	****%
Group:	559	7,444	572	307	0	***%	600	0	600	****%
Fund:	818	7,574	8,660	1,465	0	***%	3,203	0	3,203	****%
410 South End Park Fund										
36200 Miscellaneous Revenues										
36210 Interest Earnings	13	11	12	6	0	***%	12		12	****%
Group:	13	11	12	6	0	***%	12	0	12	****%

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Account	Actuals				Current	%	Prelim.	Budget	Final	% Old
	2013	2014	2015	2016	Budget	Rec.	Budget	Change	Budget	Budget
					2016	2016	17	17	17	17

410 South End Park Fund										
39400 Transfer from General										
39400 Transfer from General					0	0%	5,000	_____	5,000	*****%
Set aside funds for future south end park										
Group:					0	0%	5,000	0	5,000	*****%
Fund:	13	11	12	6	0	***%	5,012	0	5,012	*****%
412 North End Park Fund										
36200 Miscellaneous Revenues										
36210 Interest Earnings	14	12	12	6	0	***%	12	_____	12	*****%
Group:	14	12	12	6	0	***%	12	0	12	*****%
Fund:	14	12	12	6	0	***%	12	0	12	*****%
416 Bucket Fund - Old Tower Preservation										
36200 Miscellaneous Revenues										
36210 Interest Earnings	41	35	36	18	0	***%	36	_____	36	*****%
36230 Donations - Private	105				0	0%	_____	_____	0	0%
Group:	146	35	36	18	0	***%	36	0	36	*****%
Fund:	146	35	36	18	0	***%	36	0	36	*****%
417 Street Improvements										
36200 Miscellaneous Revenues										
36210 Interest Earnings				179	0	***%	300	_____	300	*****%
Group:				179	0	***%	300	0	300	*****%
39400 Transfer from General										
39400 Transfer from General				70,000	70,000	100%	70,000	_____	70,000	100%
2016 set aside funds for future street improvement										
Group:				70,000	70,000	100%	70,000	0	70,000	100%
Fund:				70,179	70,000	100%	70,300	0	70,300	100%

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Account	Actuals				Current	%	Prelim.	Budget	Final	% Old
	2013	2014	2015	2016	Budget	Rec.	Budget	Change	Budget	Budget
	2016	2016	2016	2016	2016	2016	17	17	17	17
<hr/>										
418 Capital Equipment										
36200 Miscellaneous Revenues										
36210 Interest Earnings				26	0	***%	50		50	*****%
Group:				26	0	***%	50	0	50	*****%
39400 Transfer from General										
39400 Transfer from General				10,000	10,000	100%	10,000		10,000	100%
2016 set aside funds for future equipment purchases										
Group:				10,000	10,000	100%	10,000	0	10,000	100%
Fund:				10,026	10,000	100%	10,050	0	10,050	100%
Grand Total :	10,029	41,004	715,003	194,926	286,330		300,759	0	300,759	



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

RESOLUTION 2016-08

A RESOLUTION ADOPTING PROPOSED 2017 BUDGET AND ORDERING CERTIFICATIONS OF PROPOSED 2017 LEVY TO COUNTY AUDITOR

WHEREAS; Minnesota State Statutes require that all local units of government formally adopt a preliminary tax levy for the proceeding fiscal year on or before September 30, 2016; and

WHEREAS; The Freeport City Council and City staff have done preliminary analysis of the demands for goods, services and other debt obligations to be provided for the City in 2017 and have attached such proposed budget in Appendix A; and

NOW, THEREFORE BE IT RESOLVED; The Freeport City Council has determined that the 2017 proposed tax levy shall be set, and directs the City Clerk to notify the Stearns County Auditor of this proposed levy amounts:

General Levy	\$238,500
EDA Levy	\$ 10,000
2013 GO Bond Levy	\$ 93,500
2012 GO Bond Levy	\$ 95,000
<hr/>	
Total Tax Levy	\$437,000

FURTHERMORE; The City Council hereby sets December 27, 2016 as the public hearing date for comment on the 2017 budget and tax levy. The meeting will be held at 7:00 pm at the Freeport City Hall, 125 Main Street East in the City of Freeport

Dated this 27th day of September 2016

Motion by:

Second by:

Council members in favor:

Opposed or abstained:

ATTEST:

Rodney Atkinson, Mayor

Adrianna Hennen, Clerk-Treasurer

Drafted by: Joan Wall, Deputy Treasurer
City of Freeport, MN, 125 Main Street East, PO Box 301, Freeport, MN 56331

Memo

From: Adrianna Hennen, Clerk-Treasurer

To: Freeport City Council

Date: 9/22/16

Re: Water/Sewer Rates

I currently don't have any new information to share with you. I know Rodney is currently working on sewer rates and figuring out what percentage they need to be raised to reflect the decrease in the water tower fee. We will still be discussing this topic as it is a work in progress.