



## 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](http://www.freeportmn.org)

April 25, 2017 - Regular Meeting Agenda  
Freeport City Hall - 7:00 pm

### Call to Order

- I. Approve Agenda – *Motion to approve*
- II. Local Board of Appeals and Equalization Meeting (7-7:30)
- III. DARE Essay Winner Presentation
- IV. Open Public Forum
- V. Consent Agenda – *Motion to approve*
  - a. Claims 2720 – 2745 (1-6)
  - b. March 28, 2017 Regular Meeting Minutes (7-8)
- VI. Reports
  - a. Clerk Report
  - b. Deputy Treasurer Report (9-27)
  - c. Public Works Report (28-31)
  - d. Engineer Report (N/A)
  - e. Attorney Report (32)
  - f. Fire Department Report (33)
- VII. Old Business
  - a. Public Nuisance Notices (34)
  - b. Fire Department Water Usage (35)
- VIII. New Business
  - a. Resolution 2017-06 Liquor License Renewals (36-37)
  - b. Clerk-Treasurer Performance Review (38-39)
  - c. Public Works Department (40)
  - d. CMCU canopy (41)
  - e. Scherping Driveway/Curb/Gutter Permit (42-44)
- IX. Adjourn

*Next meeting: May30, 2017*

04/12/17  
08:53:54

CITY OF FREEPORT  
Claim Approval List  
For the Accounting Period: 4/17

Page: 1 of 2  
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
2720		15 ALBANY MUTUAL TELEPHONE	243.46					
	10270721	04/01/17 836-2411/2413	74.41			225 42200	320	10100
	10271102	04/01/17 836-7158	38.46			101 41000	320	10100
	10270882	04/01/17 836-2685	20.29			601 43225	320	10100
	10270882	04/01/17 836-2685	20.29			602 43250	320	10100
	10270583	04/01/17 836-2112	90.01			101 41000	320	10100
		Total for Vendor:	243.46					
2721		25 AMERIPRIDE LINEN & APPAREL	54.60					
	2200889708	03/03/17 Monthly rug service	54.60			101 41000	410	10100
		Total for Vendor:	54.60					
2722		70 CENTERPOINT ENERGY	316.62					
	03/22/17	Maintenance bldg	97.30			101 43100	382	10100
	03/22/17	Fire hall	219.32			225 42200	382	10100
		Total for Vendor:	316.62					
2723		76 CENTRAL MINNESOTA CREDIT UNION	435.41					
	03/31/17	Fire dept paper towels	6.66			225 42200	210	10100
	03/31/17	Utility billing postage	136.00			601 43225	200	10100
	03/31/17	Utility billing postage	136.00			602 43250	200	10100
	03/31/17	Dog tags	58.75			101 41000	210	10100
	03/31/17	General postage	98.00			101 41000	200	10100
		Total for Vendor:	435.41					
2724		145 FINKEN WATER SOLUTIONS	23.00					
	04/01/17	Water softener rental	15.00			101 41000	410	10100
	04/01/17	Maintenance water cooler	8.00			101 43100	410	10100
		Total for Vendor:	23.00					
2725		387 RAHNS OIL & PROPANE, INC	589.12					
	1095 03/31/17	Fire dept fuel	349.69			225 42200	215	10100
	1095 03/31/17	Public Works fuel	195.61			101 43100	215	10100
	1095 03/31/17	Public Works distilled water	1.39			101 41000	210	10100
	1095 03/31/17	EDA lunch	42.43			300 46500	210	10100
		Total for Vendor:	589.12					

04/12/17  
08:53:54

CITY OF FREEPORT  
Claim Approval List  
For the Accounting Period: 4/17

Page: 2 of 2  
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
2726		437 STAR PUBLICATIONS LLC	60.44					
	158787	03/31/17 Ordinance 2017-01	60.44			101 41000	350	10100
		Total for Vendor:	60.44					
2727		510 VERIZON WIRELESS	58.78					
	9783116848	04/01/17 Cell phone - Apr	58.78			101 43100	320	10100
		Total for Vendor:	58.78					
2728		525 XCEL ENERGY	2,749.43					
	539584825	03/22/17 Water tower	153.16			601 43225	381	10100
	541013303	04/03/17 Street lights	701.08			101 43160	381	10100
	541195233	04/04/17 302188142	174.63			601 43225	381	10100
	541195233	04/04/17 302252262	89.61			101 43160	381	10100
	541195233	04/04/17 302290398	178.26			101 41000	381	10100
	541195233	04/04/17 302679657	117.98			101 43100	381	10100
	541195233	04/04/17 302700297	23.78			602 43250	381	10100
	541195233	04/04/17 302947044	222.01			601 43225	381	10100
	541195233	04/04/17 303193187	39.58			602 43250	381	10100
	541195233	04/04/17 303616049	193.97			225 42200	381	10100
	541195233	04/04/17 303936749	47.97			101 43160	381	10100
	541195233	04/04/17 303956738	466.70			101 43160	381	10100
	541195233	04/04/17 303963984	265.94			101 43160	381	10100
	541195233	04/04/17 303985901	37.48			101 43160	381	10100
	541195233	04/04/17 304083816	13.07			101 43160	381	10100
	541195233	04/04/17 304098414	24.21			602 43250	381	10100
		Total for Vendor:	2,749.43					
		# of Claims	9	Total:				4,530.86

CITY OF FREEPORT  
Claim Approval List  
For the Accounting Period: 4/17

\* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
2730		107 DANNY'S DISPOSAL & RECYCLING, 04/01/17 Maintenance bldg	168.66 139.25			101 43100	383	10100
		04/01/17 Fire hall	29.41			225 42200	383	10100
		Total for Vendor:	168.66					
2731		123 DYMOKE LAW OFFICE, P.A. 04/03/17 Animal ordinance	57.50 57.50			101 41000	302	10100
		Total for Vendor:	57.50					
2732		641 FREEPORT ELECTRIC, INC 1622 04/10/17 Repair street lights, gazebo r	429.67 429.67			101 43160	311	10100
		Total for Vendor:	429.67					
2733		174 GOPHER STATE ONE CALL, INC 7030378 03/31/17 6 email tickets	8.10 4.05			601 43225	300	10100
		7030378 03/31/17 6 email tickets	4.05*			602 43250	300	10100
		Total for Vendor:	8.10					
2734		194 HENNEN LUMBER CO, INC 17854 03/01/17 Stairs fr above new maint room	210.39 210.39*			101 43100	311	10100
		Total for Vendor:	210.39					
2735		719 JAKE J RENNEKER 02/26/17 LMC conference mileage	192.64 75.60			101 41100	335	10100
		02/26/17 LMC conference hotel	117.04			101 41100	330	10100
		Total for Vendor:	192.64					
2736		219 JOANN TIMP 04/17/17 4 cleanings (3/27/17-4/17/17)	144.00 144.00			101 41000	300	10100
		Total for Vendor:	144.00					
2737		225 JOHN GILK 283409 04/11/17 Chiefs meeting meals	20.00 20.00			225 42200	335	10100
		Total for Vendor:	20.00					

\* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
2738		313 MINNESOTA POLLUTION CONTROL	345.00					
	1000025158	04/06/17 Annual permit fee	345.00			101 43100	431	10100
2739		313 MINNESOTA POLLUTION CONTROL	45.00					
	04/17/17	Loren wastewater certificate	45.00*			602 43250	431	10100
		Total for Vendor:	390.00					
2740		326 MN MAINTENANCE PLUS, LLC	197.24					
	5613	04/04/17 Sump pump for City Hall	197.24			101 41000	220	10100
		Total for Vendor:	197.24					
2741		713 NATL FIN SVCS FBO FREEPT FIRE	1,000.00					
	04/11/17	Freeport Lions Ham BBQ donatio	1,000.00*			225 42200	430	10100
		Total for Vendor:	1,000.00					
2742		385 QUILL	17.95					
	5959457	04/12/17 Clorox bleach bowl cleaner	11.96			101 41000	210	10100
	5959457	04/12/17 Handling	5.99			101 41000	210	10100
		Total for Vendor:	17.95					
2743		397 RINKE-NOONAN, LTD	100.00					
	267363	03/23/17 Welle Estates plat 2 developmt	100.00			300 46500	302	10100
		Total for Vendor:	100.00					
2744		418 SEH, INC	313.05					
	330263	03/31/17 Engineer site visit-school	12.50			101 41000	300	10100
	330263	03/31/17 Engineer site visit-Indust Par	25.00*			417 43100	300	10100
	330263	03/31/17 Engineer site visit-storm pond	150.00*			602 43250	300	10100
	330263	03/31/17 Utility locate request I-94	46.88			601 43225	300	10100
	330263	03/31/17 Utility locate request I-94	46.87*			602 43250	300	10100
	330263	03/31/17 Site visit mileage-school	2.12			101 41000	300	10100
	330263	03/31/17 Site visit mileage-Indust Park	4.24*			417 43100	300	10100
	330263	03/31/17 Site visit mileage-storm ponds	25.44*			602 43250	300	10100
		Total for Vendor:	313.05					

04/20/17  
10:38:18

CITY OF FREEPORT  
Claim Approval List  
For the Accounting Period: 4/17

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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
2745		711 SERVOCAL INSTRUMENTS INC	350.00					
	7907	04/03/17 Flow station svc & calibration	350.00*			602 43250	300	10100
		Total for Vendor:	350.00					
		# of Claims	16	Total:				3,599.20

Liability Check    19517 BLUE CROSS BLUE SHIELD    1243.15

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Check #	Employee	Pay Date	Empl. Amount	Empr. Amount	Total Amount
-89117	Goebel, Loren C.	04/19/17	84.16	375.01	459.17
-89123	Goebel, Loren C.	04/05/17	84.16	375.00	459.16
-89116	Hennen, Adrianna M.	04/19/17	0.00	162.41	162.41
-89122	Hennen, Adrianna M.	04/05/17	0.00	162.41	162.41
Total Detail:		4	168.32	1074.83	1243.15

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### March 28, 2017 – Meeting Minutes

A regular meeting of the Freeport City Council was convened at 7:00pm by Mayor Rodney Atkinson with Councilmembers, Tim Hennen, Jake Renneker, Mike Eveslage and Ben Etle present.

Staff in attendance: Clerk-Treasurer Adrianna Hennen, Deputy Treasurer Joan Wall, City Engineer Dave Blommel, and Public Works Director Loren Goebel

Others in attendance:

Andrea Ramacher & Vernon Fuchs (720 1<sup>st</sup> Ave N)  
Phil Osendorf (124 2<sup>nd</sup> St NE)

Matt Lurken-Tvrdik (514 1<sup>st</sup> Ave N)  
Marc Payne (511 1 ½ St NE)

### Approve Agenda

A. Hennen presented updated meeting minutes with type error and a gambling license for the Freeport Black Sox raffle. Etle approve the agenda with the proposed changes, seconded by Renneker. Motion carried 5-0.

### Open Public Forum

No comment was given.

### Consent Agenda

T. Hennen moved to approve the consent agenda, seconded by Eveslage. Motion carried 5-0.

### Reports

#### Clerk Report

A. Hennen stated that the audit was beginning April 3<sup>rd</sup>. That is what Joan has been working on and what they will be busy with the beginning of the following week.

#### Deputy Treasurer Report

No report was given.

#### Public Works Report

No report was given.

#### Engineer Report

No report was given.

#### Attorney Report

No report was given.

#### Fire Department Report



No report was given.

## **New Business**

### Chickens in R-1

Resident Marc Payne requested that the council consider allowing laying hen chickens in R-1 so that he and his family would be able to have chickens, specifically for his daughters that are in 4-H. Eveslage and Ertle both expressed that they were not in favor of the idea of allowing chickens in all of R-1. Ertle stated that Albany allowed chickens in R-1 but only on properties that were of so many acres and a specific distance away from the neighbors. Council stated they would not be changing the ordinance to allow for chickens.

### Public Nuisance Notices

A. Hennen stated she recently became aware of a grant/loan program that the USDA is providing for homeowners. There are age and income brackets the homeowner has to fall in to be eligible for the loan and/or grant. A. Hennen stated this is the information she provided a few of the residents along with the notice of violation their properties are currently under. Phil Osendorf followed-up with that and stated that there are some dumpy looking properties in town he would like to see taken care of. A. Hennen stated she would keep the council and Osendorf up to date on the progress of these properties.

### Fire Department Water Usage

Atkinson stated he would like to charge the fire department for water usage to collect a water tower fee. He stated that when he saw County Road 11 redone and a new fire hydrant and other assessments were given to the City he thought it was unfair that only the city of Freeport was paying for this expense even though it is truly the area fire service. Atkinson stated the area fire service should have been paid for a portion the assessment. Council agreed they saw where Atkinson was coming from. T. Hennen recommended the idea of charging the user of the water, fire victim, for the water usage on the bill that is sent for the fire department service. T. Hennen stated that is how it is done with Noah Van Beck. He takes water and notifies the city how many gallons he took and is charged a bulk water fee that is established. Atkinson stated he never thought of doing it that way. Atkinson and A. Hennen both agreed they didn't need to make a decision tonight, but instead to start thinking about the idea.

### Fire Department Surplus Transfer

A. Hennen stated that the fire department wanted the excess 2016 funds to be transferred to the building/equipment fund for future equipment needs. Council asked what happens to the money now. A. Hennen stated it just stays in the fund, and Wall followed up that it adds to the total fund balance so it stays with the fund. Council agreed they would rather not allocate it to any area since it will still be in the fund and can be used wherever needed in the future. Ertle moved to keep the surplus in the fund and not allocate it, seconded by Renneker. Motion carried 5-0.

## **Adjourn**

Ertle moved to adjourn at 7:35, seconded by Eveslage. Motion carried 5-0.

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Mayor, Rodney Atkinson

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City Clerk-Treasurer, Adrianna Hennen

**City of Freeport  
All Funds Summary  
For the Three Months Ended March 31, 2017 (Unaudited)**

	General Fund	AFSA Fund	TIF Swany White	EDA Fund	Bonds, 2013 Main Street Refunding	Bonds, 2012 Indust Park Refunding	2006 Small Cities Grant	South End Park Fund	North End Park Fund	Bucket Fund Old Tower Preservation	Street Improv Fund	Capital Equip Fund	Street Lights Fund	Water Fund	Waste Water Fund	Water USDA Reserve	Waste Water USDA Reserve	Total YTD Amount
<b>REVENUES:</b>																		
<b>Property Taxes</b>																		
Property Tax Levy	0			0	0	0												0
Other Taxes	0		0															0
<b>General Sales and Use Tax</b>														251				251
Special Assessments	0				0									0	0			0
Licenses and Permits	564																	564
State Grants & Aid	0	1,800																1,800
Charges for Services	20													14,279	17,178			31,476
Public Safety		31,098																31,098
Fines and Forfeitures	133																	133
Loan Payments Received							1,115											1,115
Miscellaneous	1,059	1,541		23,249	147	582	235	4	1,005	11	147	21	0	993	101			29,095
<b>Total Revenues</b>	<b>1,777</b>	<b>34,439</b>	<b>0</b>	<b>23,249</b>	<b>147</b>	<b>582</b>	<b>1,350</b>	<b>4</b>	<b>1,005</b>	<b>11</b>	<b>147</b>	<b>21</b>	<b>0</b>	<b>15,523</b>	<b>17,279</b>	<b>0</b>	<b>0</b>	<b>95,533</b>
<b>EXPENDITURES:</b>																		
<b>General Government</b>	<b>4,569</b>																	<b>4,569</b>
Legislative (Council/Board)	843																	843
Executive (Mayor/Manager)	0																	0
Clerk	18,605																	18,605
Elections	427																	427
Auditor	0																	0
Assessor	0																	0
Planning / Zoning	0																	0
Building Official	296																	296
Public Works	13,930																	13,930
Highways, Streets & Roadways	9,303										0							9,303
Street Lighting	3,580																	3,580
Parks	3,714																	3,714
Salaries & Benefits		0																0
Supplies		799		72										88	68			1,028
Professional Services		0		92							0			53	53			197
Fire Dept Aid		0																0
Training		1,824												115	215			2,154
Insurance		1,581												192	384			2,157
Utilities		1,129												1,053	24			2,205
Repairs		0																0
Water/Waste Water Treatment														1,195	109			1,304
Debt Service					121,545	169,819								69,365	26,950			387,679
Miscellaneous		315,410	0	5,755										474	0			321,639
<b>Total Expenditures</b>	<b>55,267</b>	<b>320,743</b>	<b>0</b>	<b>5,919</b>	<b>121,545</b>	<b>169,819</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>72,535</b>	<b>27,802</b>	<b>0</b>	<b>0</b>	<b>773,629</b>
Excess of Revenues Over (Under) Expenditures	(53,490)	(286,304)	0	17,331	(121,398)	(169,237)	1,350	4	1,005	11	147	21	0	(57,011)	(10,523)	0	0	(678,095)
<b>OTHER SOURCES (USES):</b>																		
Transfers In	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Transfers Out	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total Other Sources (Uses)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	(53,490)	(286,304)	0	17,331	(121,398)	(169,237)	1,350	4	1,005	11	147	21	0	(57,011)	(10,523)	0	0	(678,095)
<b>FUND BALANCES:</b>																		
January 1	517,495	496,528	(0)	137,123	131,819	364,981	91,738	1,717	1,754	5,280	70,470	10,070	0	2,001,684	2,039,321	55,468	11,200	5,936,648
March 31	464,005	210,224	(0)	154,454	10,422	195,744	93,088	1,721	2,759	5,291	70,616	10,090	0	1,944,672	2,028,798	55,468	11,200	5,258,553
<b>CASH:</b>																		
January 1	509,962	487,498	0	32,437	131,453	364,624	91,738	1,717	1,754	5,280	70,470	10,070	0	447,135	35,621	55,468	11,200	2,256,427
Increase (Decrease) in Cash	(55,020)	(285,979)	(0)	15,264	(121,032)	(168,880)	1,350	4	1,005	11	147	21	0	(49,323)	3,929	0	0	(658,504)
March 31	454,942	201,519	(0)	47,701	10,422	195,744	93,088	1,721	2,759	5,291	70,616	10,090	0	397,812	39,550	55,468	11,200	1,597,923

**City of Freeport  
Budget Variance Explanations  
For the Three Months Ended March 31, 2017 (Unaudited)**

General Fund Revenue

Property Taxes & State Funds: First half of these funds come in late June or July

AFSA Fund Revenue

Public Safety:  
Fire Contract Remainder of fire contract payments were rec'd in April

AFSA Fund Expenditures

Miscellaneous:  
Motor Vehicles 75% down payment on fire truck

EDA Fund Revenue

Miscellaneous:  
Sale Land/Property Industrial Park lot sale

EDA Fund Expenditures

Miscellaneous Industrial Park lot sale closing costs

Bonds, 2013 (Refunding of Main St Improvements) Expenditures

Debt Service There is only one large principal payment per year on this bond.  
A much smaller interest payment will be paid in July.

Bonds, 2012 (Refunding of Industrial Park) Expenditures

Debt Service There is only one large principal payment per year on this bond.  
A much smaller interest payment will be paid in July.

North End Park Fund Revenue

Miscellaneous:  
Donations - Private Donation received

Water Fund Expenditures

Debt Service There is only one large principal payment per year on these bonds.  
A much smaller interest payment will be paid in July.  
Miscellaneous Depreciation is posted during year end process

Waste Water Fund Expenditures

Debt Service There is only one large principal payment per year on this bond.  
A much smaller interest payment will be paid in July.  
Miscellaneous Depreciation is posted during year end process

**City of Freeport**  
**General Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Three Months Ended March 31, 2017 (Unaudited)**

	Final Budget 2017	Year-to-Date Amount 3/31/17	Year-to-Date % of Budget 3/31/17	Variance With Final Budget
<b>REVENUES:</b>				
Property Taxes				
Property Tax Levy	246,800	0	0.0%	(246,800)
Other Taxes	3,000	0	0.0%	(3,000)
Special Assessments	675	0	0.0%	(675)
Licenses and Permits	8,925	564	6.3%	(8,361)
State Grants & Aid	112,450	0	0.0%	(112,450)
Charges for Services	100	20	20.0%	(80)
Fines and Forfeitures	1,500	133	8.9%	(1,367)
Miscellaneous	10,140	1,059	10.4%	(9,081)
Total Revenues	<u>383,590</u>	<u>1,777</u>	<u>0.5%</u>	<u>(381,813)</u>
<b>EXPENDITURES:</b>				
General Government	34,359	4,569	13.3%	(29,790)
Legislative (Council/Board)	5,948	843	14.2%	(5,105)
Executive (Mayor/Manager)	2,153	0	0.0%	(2,153)
Clerk	90,952	18,605	20.5%	(72,347)
Elections	415	427	103.0%	12
Auditor	16,660	0	0.0%	(16,660)
Assessor	5,000	0	0.0%	(5,000)
Planning / Zoning	1,250	0	0.0%	(1,250)
Building Official	4,200	296	7.0%	(3,904)
Public Works	76,865	13,930	18.1%	(62,935)
Highways, Streets & Roadways	35,606	9,303	26.1%	(26,303)
Street Lighting	19,500	3,580	18.4%	(15,920)
Recreation	3,000	0	0.0%	(3,000)
Parks	11,811	3,714	31.4%	(8,097)
Total Expenditures	<u>307,719</u>	<u>55,267</u>	<u>18.0%</u>	<u>(252,453)</u>
Excess of Revenues Over (Under) Expenditures	<u>75,871</u>	<u>(53,490)</u>	<u>-70.5%</u>	<u>(129,361)</u>
<b>OTHER SOURCES (USES):</b>				
Transfers In	90,500	0	0.0%	(90,500)
Transfers Out	(134,924)	0	0.0%	134,924
Total Other Sources (Uses)	<u>(44,424)</u>	<u>0</u>	<u>0.0%</u>	<u>44,424</u>
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	<u>31,447</u>	<u>(53,490)</u>	<u>-170.1%</u>	<u>(84,937)</u>
<b>FUND BALANCES:</b>				
January 1		<u>517,495</u>		
March 31		<u>464,005</u>		
<b>CASH:</b>				
January 1	509,962	430,650		
Increase (Decrease) in Cash	(55,020)	79,312		
March 31, 2017/December 31, 2016	<u>454,942</u>	<u>509,962</u>		

**City of Freeport**  
**AFSA Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Three Months Ended March 31, 2017 (Unaudited)**

	Final Budget 2017	Year-to-Date Amount 3/31/17	Year-to-Date % of Budget 3/31/17	Variance With Final Budget
<b>REVENUES:</b>				
State Grants & Aid	12,000	1,800	15.0%	(10,200)
Public Safety	89,949	31,098	34.6%	(58,851)
Miscellaneous	4,000	1,541	38.5%	(2,459)
Total Revenues	105,949	34,439	32.5%	(71,510)
<b>EXPENDITURES:</b>				
Salaries & Benefits	29,026	0	0.0%	(29,026)
Supplies	16,000	799	5.0%	(15,201)
Professional Services	4,500	0	0.0%	(4,500)
Fire Dept Aid	14,183	0	0.0%	(14,183)
Training	5,100	1,824	35.8%	(3,276)
Insurance	11,000	1,581	14.4%	(9,419)
Utilities	5,225	1,129	21.6%	(4,096)
Repairs	5,000	0	0.0%	(5,000)
Miscellaneous	850	315,410	37107.1%	314,560
Total Expenditures	90,884	320,743	352.9%	229,859
Excess of Revenues Over (Under) Expenditures	15,065	(286,304)	-1900.5%	(301,369)
<b>OTHER SOURCES (USES):</b>				
Transfers In	39,924	0	0.0%	(39,924)
Transfers Out	(3,500)	0	0.0%	3,500
Total Other Sources (Uses)	36,424	0	0.0%	(36,424)
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	51,489	(286,304)	-556.0%	(337,793)

**FUND BALANCES:**

January 1	496,528
March 31	210,224

	Balance 2017	Balance 2016
<b>CASH:</b>		
January 1	487,498	420,813
Increase (Decrease) in Cash	(285,979)	66,684
March 31, 2017/December 31, 2016	201,519	487,498

**Cash Breakdown:**

Truck Fund	22,764	337,048
Bldg/Equip Fund	5,847	5,840
Operating	172,907	144,610
	201,519	487,498

**City of Freeport**  
**TIF Swany White Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Three Months Ended March 31, 2017 (Unaudited)**

	Final Budget 2017	Year-to-Date Amount 3/31/17	Year-to-Date % of Budget 3/31/17	Variance With Final Budget
<b>REVENUES:</b>				
Tax Increments	3,000	0	0.0%	(3,000)
Total Revenues	<u>3,000</u>	<u>0</u>	<u>0.0%</u>	<u>(3,000)</u>
<b>EXPENDITURES:</b>				
TIF Payment	3,000	0	0.0%	(3,000)
Total Expenditures	<u>3,000</u>	<u>0</u>	<u>0.0%</u>	<u>(3,000)</u>
Excess of Revenues Over (Under) Expenditures	<u>0</u>	<u>0</u>	<u>N/A</u>	<u>0</u>
<b>OTHER SOURCES (USES):</b>				
Transfers In	0	0	N/A	0
Transfers Out	0	0	N/A	0
Total Other Sources (Uses)	<u>0</u>	<u>0</u>	<u>N/A</u>	<u>0</u>
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>N/A</u></u>	<u><u>0</u></u>
<b>FUND BALANCES:</b>				
January 1		<u>(0)</u>		
March 31		<u><u>(0)</u></u>		

	Balance 2017	Balance 2016
<b>CASH:</b>		
January 1	0	0
Increase (Decrease) in Cash	(0)	0
March 31, 2017/December 31, 2016	<u><u>(0)</u></u>	<u>0</u>

**City of Freeport**  
**EDA Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Three Months Ended March 31, 2017 (Unaudited)**

	Final Budget 2017	Year-to-Date Amount 3/31/17	Year-to-Date % of Budget 3/31/17	Variance With Final Budget
<b>REVENUES:</b>				
General Property Taxes	10,000	0	0.0%	(10,000)
Miscellaneous	160	23,249	14530.9%	23,089
Total Revenues	<u>10,160</u>	<u>23,249</u>	<u>228.8%</u>	<u>13,089</u>
<b>EXPENDITURES:</b>				
Supplies	560	72	12.9%	(488)
Professional Services	2,400	92	3.8%	(2,308)
Miscellaneous	2,200	5,755	261.6%	3,555
Total Expenditures	<u>5,160</u>	<u>5,919</u>	<u>114.7%</u>	<u>759</u>
Excess of Revenues Over (Under) Expenditures	<u>5,000</u>	<u>17,331</u>	<u>346.6%</u>	<u>12,331</u>
<b>OTHER SOURCES (USES):</b>				
Transfers In	0	0	N/A	0
Transfers Out	(5,000)	0	0.0%	5,000
Total Other Sources (Uses)	<u>(5,000)</u>	<u>0</u>	<u>0.0%</u>	<u>5,000</u>
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	<u>0</u>	<u>17,331</u>	<u>N/A</u>	<u>17,331</u>

**FUND BALANCES:**

January 1	<u>137,123</u>
March 31	<u><u>154,454</u></u>

	Balance 2017	Balance 2016
<b>CASH:</b>		
January 1	32,437	26,894
Increase (Decrease) in Cash	<u>15,264</u>	<u>5,543</u>
March 31, 2017/December 31, 2016	<u><u>47,701</u></u>	<u><u>32,437</u></u>

**City of Freeport**  
**Bonds, 2013 (Refunding of Main St Improvements)**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Three Months Ended March 31, 2017 (Unaudited)**

	Final Budget 2017	Year-to-Date Amount 3/31/17	Year-to-Date % of Budget 3/31/17	Variance With Final Budget
<b>REVENUES:</b>				
General Property Taxes	93,500	0	0.0%	(93,500)
Special Assessments	8,281	0	0.0%	(8,281)
Miscellaneous	586	147	25.2%	(439)
Total Revenues	102,367	147	0.1%	(102,220)
<b>EXPENDITURES:</b>				
Debt Service	126,445	121,545	96.1%	(4,900)
Total Expenditures	126,445	121,545	96.1%	(4,900)
Excess of Revenues Over (Under) Expenditures	(24,078)	(121,398)	504.2%	(97,320)
<b>OTHER SOURCES (USES):</b>				
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	(24,078)	(121,398)	504.2%	(97,320)

**FUND BALANCES:**

January 1	131,819
March 31	10,422

	Balance 2017	Balance 2016
<b>CASH:</b>		
January 1	131,453	150,654
Increase (Decrease) in Cash	(121,032)	(19,201)
March 31, 2017/December 31, 2016	10,422	131,453

- \* February 1, 2021 is when the last bond payment is due
- \* June and December 2021 are the last levies we will receive
- \* Special Assessments come in until 2025



**City of Freeport**  
**Bonds, 2012 (Refunding of Industrial Park)**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Three Months Ended March 31, 2017 (Unaudited)**

	Final Budget 2017	Year-to-Date Amount 3/31/17	Year-to-Date % of Budget 3/31/17	Variance With Final Budget
<b>REVENUES:</b>				
General Property Taxes	95,000	0	0.0%	(95,000)
Miscellaneous	1,619	582	36.0%	(1,037)
Total Revenues	<u>96,619</u>	<u>582</u>	<u>0.6%</u>	<u>(96,037)</u>
<b>EXPENDITURES:</b>				
Debt Service	178,063	169,819	95.4%	(8,244)
Total Expenditures	<u>178,063</u>	<u>169,819</u>	<u>95.4%</u>	<u>(8,244)</u>
Excess of Revenues Over (Under) Expenditures	<u>(81,444)</u>	<u>(169,237)</u>	<u>207.8%</u>	<u>(87,793)</u>
<b>OTHER SOURCES (USES):</b>				
Transfers In	0	0	N/A	0
Transfers Out	0	0	N/A	0
Total Other Sources (Uses)	<u>0</u>	<u>0</u>	<u>N/A</u>	<u>0</u>
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	<u>(81,444)</u>	<u>(169,237)</u>	<u>207.8%</u>	<u>(87,793)</u>
<b>FUND BALANCES:</b>				
January 1		<u>364,981</u>		
March 31		<u>195,744</u>		

	Balance 2017	Balance 2016
<b>CASH:</b>		
January 1	364,624	452,793
Increase (Decrease) in Cash	<u>(168,880)</u>	<u>(88,169)</u>
March 31, 2017/December 31, 2016	<u>195,744</u>	<u>364,624</u>

- \* February 1, 2022 is when the last bond payment is due
- \* June and December 2022 are the last levies we will receive

**City of Freeport**  
**2006 Small Cities Grant**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Three Months Ended March 31, 2017 (Unaudited)**

	Final Budget 2017	Year-to-Date Amount 3/31/17	Year-to-Date % of Budget 3/31/17	Variance With Final Budget
<b>REVENUES:</b>				
Loan Payments Received	2,603	1,115	42.8%	(1,488)
Miscellaneous	600	235	39.1%	(365)
Total Revenues	3,203	1,350	42.1%	(1,853)
<b>EXPENDITURES:</b>				
Total Expenditures	0	0	N/A	0
Excess of Revenues Over (Under) Expenditures	3,203	1,350	42.1%	(1,853)
<b>OTHER SOURCES (USES):</b>				
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	3,203	1,350	42.1%	(1,853)

**FUND BALANCES:**

January 1	91,738
March 31	93,088

	Balance 2017	Balance 2016
<b>CASH:</b>		
January 1	91,738	88,421
Increase (Decrease) in Cash	1,350	3,317
March 31, 2017/December 31, 2016	93,088	91,738

**City of Freeport**  
**South End Park Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Three Months Ended March 31, 2017 (Unaudited)**

	Final Budget 2017	Year-to-Date Amount 3/31/17	Year-to-Date % of Budget 3/31/17	Variance With Final Budget
<b>REVENUES:</b>				
Miscellaneous	12	4	29.8%	(8)
Total Revenues	12	4	29.8%	(8)
<b>EXPENDITURES:</b>				
Total Expenditures	0	0	N/A	0
Excess of Revenues Over (Under) Expenditures	12	4	29.8%	(8)
<b>OTHER SOURCES (USES):</b>				
Transfers In	5,000	0	0.0%	(5,000)
Transfers Out	0	0	N/A	0
Total Other Sources (Uses)	5,000	0	0.0%	(5,000)
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	5,012	4	0.1%	(5,008)
<b>FUND BALANCES:</b>				
January 1		1,717		
March 31		1,721		

	Balance 2017	Balance 2016
<b>CASH:</b>		
January 1	1,717	1,704
Increase (Decrease) in Cash	4	13
March 31, 2017/December 31, 2016	1,721	1,717

**City of Freeport**  
**North End Park Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Three Months Ended March 31, 2017 (Unaudited)**

	Final Budget 2017	Year-to-Date Amount 3/31/17	Year-to-Date % of Budget 3/31/17	Variance With Final Budget
<b>REVENUES:</b>				
Miscellaneous	12	1,005	8372.4%	993
Total Revenues	<u>12</u>	<u>1,005</u>	<u>8372.4%</u>	<u>993</u>
<b>EXPENDITURES:</b>				
Total Expenditures	<u>0</u>	<u>0</u>	N/A	<u>0</u>
Excess of Revenues Over (Under) Expenditures	<u>12</u>	<u>1,005</u>	<u>8372.4%</u>	<u>993</u>
<b>OTHER SOURCES (USES):</b>				
Transfers In	0	0	N/A	0
Transfers Out	0	0	N/A	0
Total Other Sources (Uses)	<u>0</u>	<u>0</u>	N/A	<u>0</u>
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	<u>12</u>	<u>1,005</u>	<u>8372.4%</u>	<u>993</u>

**FUND BALANCES:**

January 1	<u>1,754</u>
March 31	<u>2,759</u>

	Balance 2017	Balance 2016
<b>CASH:</b>		
January 1	1,754	1,740
Increase (Decrease) in Cash	<u>1,005</u>	<u>14</u>
March 31, 2017/December 31, 2016	<u>2,759</u>	<u>1,754</u>

**City of Freeport**  
**Bucket Fund - Old Tower Preservation**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Three Months Ended March 31, 2017 (Unaudited)**

	Final Budget 2017	Year-to-Date Amount 3/31/17	Year-to-Date % of Budget 3/31/17	Variance With Final Budget
<b>REVENUES:</b>				
Miscellaneous	36	11	30.5%	(25)
Total Revenues	36	11	30.5%	(25)
<b>EXPENDITURES:</b>				
Total Expenditures	0	0	N/A	0
Excess of Revenues Over (Under) Expenditures	36	11	30.5%	(25)
<b>OTHER SOURCES (USES):</b>				
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	36	11	30.5%	(25)
<b>FUND BALANCES:</b>				
January 1		5,280		
March 31		5,291		

	Balance 2017	Balance 2016
<b>CASH:</b>		
January 1	5,280	5,239
Increase (Decrease) in Cash	11	41
March 31, 2017/December 31, 2016	5,291	5,280

**City of Freeport**  
**Street Improvements Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Three Months Ended March 31, 2017 (Unaudited)**

	Final Budget 2017	Year-to-Date Amount 3/31/17	Year-to-Date % of Budget 3/31/17	Variance With Final Budget
<b>REVENUES:</b>				
Miscellaneous	300	147	48.9%	(153)
Total Revenues	<u>300</u>	<u>147</u>	<u>48.9%</u>	<u>(153)</u>
<b>EXPENDITURES:</b>				
Professional Services	0	0	N/A	0
Highways, Streets & Roadways	0	0	N/A	0
Total Expenditures	<u>0</u>	<u>0</u>	<u>N/A</u>	<u>0</u>
Excess of Revenues Over (Under) Expenditures	<u>300</u>	<u>147</u>	<u>48.9%</u>	<u>(153)</u>
<b>OTHER SOURCES (USES):</b>				
Transfers In	70,000	0	0.0%	(70,000)
Transfers Out	0	0	N/A	0
Total Other Sources (Uses)	<u>70,000</u>	<u>0</u>	<u>0.0%</u>	<u>(70,000)</u>
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	<u><u>70,300</u></u>	<u>147</u>	<u><u>0.2%</u></u>	<u><u>(70,153)</u></u>
<b>FUND BALANCES:</b>				
January 1		<u>70,470</u>		
March 31		<u><u>70,616</u></u>		

	Balance 2017	Balance 2016
<b>CASH:</b>		
January 1	70,470	0
Increase (Decrease) in Cash	<u>147</u>	<u>70,470</u>
March 31, 2017/December 31, 2016	<u><u>70,616</u></u>	<u><u>70,470</u></u>

**City of Freeport**  
**Capital Equipment Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Three Months Ended March 31, 2017 (Unaudited)**

	Final Budget 2017	Year-to-Date Amount 3/31/17	Year-to-Date % of Budget 3/31/17	Variance With Final Budget
<b>REVENUES:</b>				
Miscellaneous	50	21	41.9%	(29)
Total Revenues	50	21	41.9%	(29)
<b>EXPENDITURES:</b>				
Total Expenditures	0	0	N/A	0
Excess of Revenues Over (Under) Expenditures	50	21	41.9%	(29)
<b>OTHER SOURCES (USES):</b>				
Transfers In	10,000	0	0.0%	(10,000)
Transfers Out	0	0	N/A	0
Total Other Sources (Uses)	10,000	0	0.0%	(10,000)
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	<u>10,050</u>	21	<u>0.2%</u>	<u>(10,029)</u>
<b>FUND BALANCES:</b>				
January 1		<u>10,070</u>		
March 31		<u><u>10,090</u></u>		

	Balance 2017	Balance 2016
<b>CASH:</b>		
January 1	10,070	0
Increase (Decrease) in Cash	21	10,070
March 31, 2017/December 31, 2016	<u><u>10,090</u></u>	<u>10,070</u>

**City of Freeport  
Street Lights Fund  
Statement of Revenues, Expenditures and Changes in Fund Balances  
For the Three Months Ended March 31, 2017 (Unaudited)**

	Final Budget 2017	Year-to-Date Amount 3/31/17	Year-to-Date % of Budget 3/31/17	Variance With Final Budget
<b>REVENUES:</b>				
Miscellaneous	0	0	N/A	0
Total Revenues	0	0	N/A	0
<b>EXPENDITURES:</b>				
Total Expenditures	0	0	N/A	0
Excess of Revenues Over (Under) Expenditures	0	0	N/A	0
<b>OTHER SOURCES (USES):</b>				
Transfers In	10,000	0	0.0%	(10,000)
Transfers Out	0	0	N/A	0
Total Other Sources (Uses)	10,000	0	0.0%	(10,000)
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	<u>10,000</u>	0	<u>0.0%</u>	<u>(10,000)</u>
<b>FUND BALANCES:</b>				
January 1		<u>0</u>		
March 31		<u><u>0</u></u>		

	Balance 2017	Balance 2016
<b>CASH:</b>		
January 1	0	0
Increase (Decrease) in Cash	0	0
March 31, 2017/December 31, 2016	<u><u>0</u></u>	<u><u>0</u></u>



**City of Freeport  
Water Fund  
Statement of Revenues, Expenditures and Changes in Fund Balances  
For the Three Months Ended March 31, 2017 (Unaudited)**

	Final Budget 2017	Year-to-Date Amount 3/31/17	Year-to-Date % of Budget 3/31/17	Variance With Final Budget
<b>REVENUES:</b>				
General Sales and Use Tax	2,000	251	12.6%	(1,749)
Charges for Services	115,480	14,279	12.4%	(101,201)
Special Assessments	22,500	0	0.0%	(22,500)
Miscellaneous	2,600	993	38.2%	(1,607)
<b>Total Revenues</b>	<b>142,580</b>	<b>15,523</b>	<b>10.9%</b>	<b>(127,057)</b>
<b>EXPENDITURES:</b>				
Supplies	4,750	88	1.9%	(4,662)
Professional Services	4,300	53	1.2%	(4,247)
Training	300	115	38.3%	(185)
Insurance	798	192	24.1%	(606)
Utilities	6,300	1,053	16.7%	(5,247)
Water Treatment	7,425	1,195	16.1%	(6,230)
Debt Service	73,030	69,365	95.0%	(3,665)
Miscellaneous	73,830	474	0.6%	(73,356)
<b>Total Expenditures</b>	<b>170,733</b>	<b>72,535</b>	<b>42.5%</b>	<b>(98,198)</b>
Excess of Revenues Over (Under) Expenditures	<b>(28,153)</b>	<b>(57,011)</b>	202.5%	<b>(28,858)</b>
<b>OTHER SOURCES (USES):</b>				
Transfers In	0	0	N/A	0
Transfers Out	(54,867)	0	0.0%	54,867
<b>Total Other Sources (Uses)</b>	<b>(54,867)</b>	<b>0</b>	<b>0.0%</b>	<b>54,867</b>
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	<b>(83,020)</b>	<b>(57,011)</b>	<b>68.7%</b>	<b>26,009</b>

**FUND BALANCES:**

January 1	2,001,684
March 31	1,944,672

	Balance 2017	Balance 2016
<b>CASH:</b>		
January 1	447,135	393,271
Increase (Decrease) in Cash	(49,323)	53,864
March 31, 2017/December 31, 2016	397,812	447,135

**City of Freeport  
Waste Water Fund  
Statement of Revenues, Expenditures and Changes in Fund Balances  
For the Three Months Ended March 31, 2017 (Unaudited)**

	Final Budget 2017	Year-to-Date Amount 3/31/17	Year-to-Date % of Budget 3/31/17	Variance With Final Budget
<b>REVENUES:</b>				
Charges for Services	137,000	17,178	12.5%	(119,822)
Miscellaneous	100	101	101.3%	1
Total Revenues	<u>137,100</u>	<u>17,279</u>	12.6%	<u>(119,821)</u>
<b>EXPENDITURES:</b>				
Supplies	3,800	68	1.8%	(3,732)
Professional Services	7,700	53	0.7%	(7,647)
Training	400	215	53.8%	(185)
Insurance	2,015	384	19.1%	(1,631)
Utilities	1,150	24	2.1%	(1,126)
Waste Water Treatment	2,370	109	4.6%	(2,261)
Debt Service	28,650	26,950	94.1%	(1,700)
Miscellaneous	62,225	0	0.0%	(62,225)
Total Expenditures	<u>108,310</u>	<u>27,802</u>	25.7%	<u>(80,508)</u>
Excess of Revenues Over (Under) Expenditures	<u>28,790</u>	<u>(10,523)</u>	-36.6%	<u>(39,313)</u>
<b>OTHER SOURCES (USES):</b>				
Transfers In	0	0	N/A	0
Transfers Out	(43,800)	0	0.0%	43,800
Total Other Sources (Uses)	<u>(43,800)</u>	<u>0</u>	0.0%	<u>43,800</u>
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	<u>(15,010)</u>	<u>(10,523)</u>	70.1%	<u>4,487</u>
<b>FUND BALANCES:</b>				
January 1		<u>2,039,321</u>		
March 31		<u>2,028,798</u>		

	Balance 2017	Balance 2016
<b>CASH:</b>		
January 1	35,621	42,562
Increase (Decrease) in Cash	3,929	(6,941)
March 31, 2017/December 31, 2016	<u>39,550</u>	<u>35,621</u>

**City of Freeport**  
**Water USDA Reserve**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Three Months Ended March 31, 2017 (Unaudited)**

	Final Budget 2017	Year-to-Date Amount 3/31/17	Year-to-Date % of Budget 3/31/17	Variance With Final Budget
<b>REVENUES:</b>				
Total Revenues	0	0	N/A	0
<b>EXPENDITURES:</b>				
Total Expenditures	0	0	N/A	0
Excess of Revenues Over (Under) Expenditures	0	0	N/A	0
<b>OTHER SOURCES (USES):</b>				
Transfers In	13,867	0	0.0%	(13,867)
Transfers Out	0	0	N/A	0
Total Other Sources (Uses)	13,867	0	0.0%	(13,867)
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	<u>13,867</u>	0	0.0%	<u>(13,867)</u>
<b>FUND BALANCES:</b>				
January 1		<u>55,468</u>		
March 31		<u>55,468</u>		

	Balance 2017	Balance 2016
<b>CASH:</b>		
January 1	55,468	41,601
Increase (Decrease) in Cash	0	13,867
March 31, 2017/December 31, 2016	<u>55,468</u>	<u>55,468</u>

**City of Freeport**  
**Waste Water USDA Reserve**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Three Months Ended March 31, 2017 (Unaudited)**

	Final Budget 2017	Year-to-Date Amount 3/31/17	Year-to-Date % of Budget 3/31/17	Variance With Final Budget
<b>REVENUES:</b>				
Total Revenues	0	0	N/A	0
<b>EXPENDITURES:</b>				
Total Expenditures	0	0	N/A	0
Excess of Revenues Over (Under) Expenditures	0	0	N/A	0
<b>OTHER SOURCES (USES):</b>				
Transfers In	2,800	0	0.0%	(2,800)
Transfers Out	0	0	N/A	0
Total Other Sources (Uses)	2,800	0	0.0%	(2,800)
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	<u>2,800</u>	0	<u>0.0%</u>	<u>(2,800)</u>
<b>FUND BALANCES:</b>				
January 1		<u>11,200</u>		
March 31		<u>11,200</u>		

	Balance 2017	Balance 2016
<b>CASH:</b>		
January 1	11,200	8,400
Increase (Decrease) in Cash	0	2,800
March 31, 2017/December 31, 2016	<u>11,200</u>	<u>11,200</u>

# Memo

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From: Adrianna Hennen, Clerk-Treasurer

To: Freeport City Council

Date: 4/19/17

Re: Public Works Report

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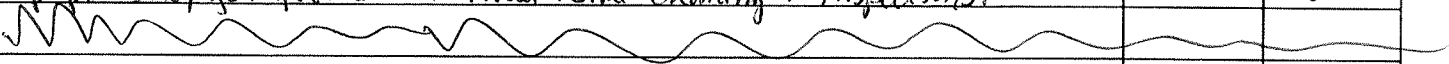
Loren has been getting quotes to get the water tower cleaned and inspected. He received a quote from Water Tower Clean and Coat, Inc. (they installed out mixing system) for \$3700 which includes cleaning and inspecting the tower.

He also received a quote for \$1500 from the company out of Wadena that previously cleaned our old tower, which includes cleaning and inspecting the tower and inspecting the old water tower.

Loren is recommending this is something we do this summer since it has not been done since the water tower has been installed.

Job Duty	Date	Initial
Blew snow	Mon 3/13/17	LG/ME
Did well house water tower, pond, lift station checks, did water sampling, garbage up town, cleaned at shop, squeezed floor.	"	LG
Did well house, water tower, pond checks, Flushed hydrants	Tue 3/14/17	LG
Did well house, water tower, pond checks, went over bills with Joan at City hall, put <del>HOSE</del> + Flushing stuff away, cleaned shop.	Wed 3/15/17	LG
Did well house, water tower, lift station pond checks, did water sampling	Thur 3/16/17	LG
Called DHA + MDH to make sure ace water results were sent + received	"	LG
Flushed sanitary sewer in alley between Commercial exchange + FS Bank + made sure flow was good	"	LG/ME
Talked with mndot, cleaned at shop	"	LG/ME
Did well house, water tower, pond checks, talked with adri on a few things, filed paperwork	FRI 3/17/17	LG
Did well house, water tower, pond checks	"	LG
Did well house, water tower, pond checks	SAT 3/18/17	LG
Did well house, water tower, pond checks	SUN 3/19/17	LG
Did well house, water tower, lift station, pond checks, did water sampling	MON 3/20/17	LG
washed vehicles at shop, cleaned <sup>FLOOR</sup> , worked on seat on lawn tractor	"	LG
safety switch is not working correctly	"	LG
~~~~~ Council Meeting ~~~~~		
Did well house, water tower, pond checks, check North Side playground equipment, met with rep from Badger water meters, garbage	Tue 3/21/17	LG
Did well house, water tower, pond checks, worked at shop, put records away, went thru owners manuals.	"	LG
Did well house, water tower, pond checks, worked at shop, put records away, went thru owners manuals.	Wed 3/22/17	LG
Did well house, water tower, lift station, pond checks, did water sampling, delivered agenda packets, worked at shop, looked at park with phil Osundel to see if he had parts to protect some of the chains,	Thur 3/23/17	LG
Did well house, water tower, pond checks, <del>put</del> tried a couple things at park for chains, will recheck, met with Brian Z	"	LG
Did well house, water tower, pond checks	Fri 3/24/17	LG
Did well house, water tower, pond checks	"	LG
Did well house, water tower, pond checks	SAT 3/25/17	LG
Did well house, water tower, pond checks	SUN 3/26/17	LG
Did well house, water tower, lift station, pond checks, did water sampling, met with Brian Z + filed paperwork + <sup>calculated</sup> some #s to file	MON 3/27/17	LG
Did well house, water tower, pond checks, got sweeper ready	"	LG
Did well house, water tower, pond checks, swept streets	Tue 3/28/17	LG
	Wed 3/29/17	LG

Job Duty	Date	Initial
Did well house, water tower, lift station, pond checks, water samples, swept streets + did water meter readings	<sup>THUR</sup> 3/30/17	LG
Did well house, water tower, pond checks, swept streets, Ran From several instruments came + did flow meter calibrations	<sup>FRI</sup> 3/31/17	LG
Did well house, water tower, pond checks	<sup>SAT</sup> 4/1/17	LG
Did well house, water tower, pond checks	<sup>SUN</sup> 4/2/17	LG
Did well house, water tower, pond, lift stations, water samples quarterly water samples, influent samples, pre discharge samples, nitrate samples, brought to Sark Centre + to Albany	<sup>MON</sup> 4/3/17	LG
sump pump quit working at city hall, pumped water out + cleaned floor with finish in morning	"	LG
Did well house, water tower, pond checks, got sump pump from m/w maint. + put in at city hall old one works once + a while so replaced put fans up to dry floor, worked at shop, did <del>grab</del> garbage, + rolled up hose from flushing hydrants	<sup>TUE</sup> 4/4/17	LG
Did well house, water tower, pond checks, changed lights that were out at city hall, went to Noxious weeds meeting in Greenwald, cleaned vehicles	"	LG
Did well house, water tower, lift station, pond checks, did water sampling "VACATION"	<sup>THUR</sup> 4/6/17	LG
Did well house, water tower, pond checks, swept streets	"	LG
Did well house, water tower, pond checks	<sup>FRI</sup> 4/7/17	LG
Did well house, water tower, pond checks	<sup>SAT</sup> 4/8/17	LG
Did well house, water tower, pond checks	<sup>SUN</sup> 4/9/17	LG
Did well house, water tower, lift station, pond checks, did water sampling, did monthly water reports, filed paperwork at shop, worked on <sup>isover</sup> <sup>x4 gun</sup> D. Camsonitor.	<sup>MON</sup> 4/10/17	LG
Did well house, water tower, pond checks, checked lions park opened bathrooms, turned water on can water to check for leaks, washed plow truck after dumping sand out. met with Brian Z.	"	LG
Did well house, water tower, pond checks, checked lions park	<sup>TUE</sup> 4/11/17	LG
Did well house, water tower, pond checks, did wastewater reports w/ Adee at City Hall, did gopher-one call sheets, checked sign to replace at North Side park	"	LG
Did well house, water tower, pond checks, did wastewater reports	<sup>WED</sup> 4/12/17	LG
Did well house, water tower, pond checks, did water sampling, swept streets in New Munich	"	LG
Did well house, water tower, pond checks, worked on lawn mower	<sup>THUR</sup> 4/13/17	LG
	"	LG
	<sup>FRI</sup> 4/14/17	LG

Job Duty	Date	Initial
Did well house, water tower, pond checks, started Discharge	<del>FRI</del> Sat 4/15/17	LG
Did well house, water tower, pond checks.	Sun 4/16/17	LG
Did well house, water tower, lift station, pond checks, water sampling	Mon 4/17/17	LG
graded alleys, got water samples for discharge at ponds	"	LG
Did well house, water tower, pond checks, got water samples from pond 3	TUE 4/18/17	LG
for discharge + brought to SAUK center lab, cleaned basement at City	"	LG
Hall, brought sweeper to Farm Center for hydraulic + oil change, filed	"	LG
paperwork, got quotes for water tower cleaning + inspections.	"	LG
		



**Dymoke Law Office, P.A.**  
300 Riverside Avenue NW  
Melrose, Minnesota 56352  
Telephone (320) 256-4205  
Fax (320) 256-7201

April 18, 2017

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 March 22, 2017 through April 18, 2017, we have given significant attention to the following projects on behalf of the City of Freeport:

- Nuisance Enforcement  
Reviewed nuisance ordinance in response to complaints of encroachment into public alley by building awning. Prepared form of notice to abate nuisance for City Clerk's signature. Forwarded Notice to abate to clerk with outline of procedures for serving notice and enforcing notice.

Respectfully submitted,  
Dymoke Law Office, P.A.

by Scott E. Dymoke

# Memo

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From: Adrianna Hennen, Clerk-Treasurer

To: Freeport City Council

Date: 4/19/17

Re: Fire Department Report

---

Chief Gilk would like the council to know that the department received a \$10,000 donation from the Freeport Lions for a new washing machine. They also received a \$500 donation from the Darkhouse Association and a \$500 donation from the Roving Hillbillies Snowmobile Group.

# Memo

---

From: Adrianna Hennen, Clerk-Treasurer

To: Freeport City Council

Date: 4/19/17

Re: Public Nuisance Notices

---

## Updates:

415 Main Street East (Jennifer Beach) – Stated their intent is to tear down the house this summer. She believes she has coordinated help and the funds to do so. I told her that if any of these plans change that she inform me so we are aware of what is going on.

106 2<sup>nd</sup> Avenue Northeast (Tom Gruber) – Spoke with him and explained to him the maintenance ordinance and highlighted some areas he could work on. He was going to look into painting and getting windows fixed. I'll be following up with him to see how his plans are coming along.

123 2<sup>nd</sup> Street Northeast (Marven Finken) – I have not been able to get a hold of him since sending the letter.

205 Main Street West (Gerads Oil) – He came to talk to me and understands that the oil tanks do look bad and have been neglected for too long. He plans on washing and repainting the area this summer (hopefully within the next two months)

505 1 ½ Street Northeast (Jim Buetz) – Notified Jim that according to city ordinance he is only allowed to have one cord of wood on his property at any one time. He had until April 18<sup>th</sup> to clean up the property and remove some of the wood in the yard.

129 7<sup>th</sup> Street Southwest (Fast Lane) – I sent a notice to Brian and Mike Linn (property owner). Mike Linn was going to speak with Brian. Brian has spoken with Rodney and Brian does have a plan for removing the tires from the property.

# Memo

---

From: Adrianna Hennen, Clerk-Treasurer

To: Freeport City Council

Date: 4/19/17

Re: Fire Department Water Usage

---

I have no new information on this item, but leaving the opportunity open for the council to discuss it further.

# Memo

---

From: Adrianna Hennen, Clerk-Treasurer

To: Freeport City Council

Date: 4/19/17

Re: Liquor Licenses

---

Following you will find the resolution for liquor licenses to be approved. Nothing is different from years past.

One item council has the option of dictating now that Sunday liquor sales have changed are the hours of off-sale liquor sales. With the new law off-sale can be sold from 11am-6pm on Sundays. On-sale can still be sold from 10am Sunday - 2am Monday. If council wants to change the hours for off-sale Sunday you can do so. If nothing is done Freeport would follow the 11am-6pm Minnesota law.



**CITY OF FREEPORT**

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

**RESOLUTION 2017-06**

**RESOLUTION APPROVING ANNUAL LIQUOR LICENSE RENEWALS**

It is hereby resolved by the City of Freeport, Minnesota that:

WHEREAS; the City of Freeport Ordinance 1200 regulates licensing of liquor establishments within the City;

WHEREAS; all licenses are approved contingent on a clear background check performed by the Stearns County Sheriff’s Department and liquor liability insurance;

THEREFORE; Freeport City Council approves the renewal of the following licenses subject to the terms set for in the Minnesota Statutes and Freeport City Code 1200 for the period of July 1, 2017to June 30, 2018:

<b>Licensee name</b>	<b>Trade Name</b>	<b>Licensed Address</b>	<b>Licenses Approved</b>
Ackie’s Pioneer Inn Inc.	Ackie’s Pionner Inn	123 Main St E (includes outdoor patio area)	Off-Sale, On-Sale, Sunday
Freeport Black Sox	Freeport Black Sox	1000 1 <sup>st</sup> Ave S	3.2% On-Sale
Freeport Softball Club	Freeport Recreational Club	3077 <sup>th</sup> St SE	On-Sale, Sunday
Heidgerken, Craig	Pooch’s Corner Pub	103 1 <sup>st</sup> Ave N	Off-Sale, On-Sale, Sunday, 2AM

DATED THIS 25th DAY OF APRIL, 2017

Motion by:

Second by:

Council members in favor:

Council member opposed or abstained:

ATTEST:

\_\_\_\_\_  
Rodney Atkinson, Mayor

\_\_\_\_\_  
Adrianna Hennen, Clerk-Treasurer

# Memo

---

From: Adrianna Hennen, Clerk-Treasurer

To: Freeport City Council

Date: 4/17/17

Re: Clerk-Treasurer Performance Review

---

Below you will see the averages of each of the categories along with any comments that were given on any of the performance reviews. These averages do not include a performance review from Tim as that could cause a conflict of interest. This also does not include Rodney's as I didn't get his in time to include it in the packet.

**Planning/Organization:** 25.33/35

**Communication:** 15.33/20

**Decision-Making/Initiative:** 10.67/15

**Professional Ethics:** 17.67/20

**Work Attendance and Punctuality:** 8/15 (lines left blank if unable to answer)

**Compliance with City Codes and Regulations:** 11.33/15

**Totals:** 88.3/120 (Exceeds Requirements)

**Comments:**

“Very organized, well informed” – Ettle

“Attends trainings as opportunity arises” – Ettle

“Hard to review your vacation requests and such, but I believe you are doing fine” – Ettle

“You are good at accepting new and additional assignments while staying flexible. You make sure the meetings/packets are well organized and laid out” – Renneker

“You do a very nice job keeping the council and mayor informed on situations relating to town. Your emails are to the point and professional” – Renneker

“I would like to hear any ideas or methods to improving your job performance. If there is something the council can do to help you, please let us know” – Renneker

“You act in a very professional manner every time I've met with you. Also, you make residents feel comfortable coming into city hall when they need to address issues” – Renneker

“I have not seen an emergency situation in my short time on being on council. So I left that blank. You always give the council, mayor, and residents adequate notice of your absence from work” – Renneker

“You seem to have a good understanding of current policies and regulations. I've also noticed you contact other sources when you're unsure” – Renneker

“Adri, I feel you do a very nice job! I would like to keep seeing you go above and beyond your current job duties and keep us informed on the situations that come up in town. Keep up the good work!” – Renneker  
“Your ability to communicate with residents and professionals brings a high level of respect to city hall” – Eveslage

“Easily your strongest attributes – the level of professionalism you bring to the city of Freeport is 2<sup>nd</sup> to none” – Eveslage

---

At this time I would like to request a pay raise from \$22.00/hour to \$23.00/hour.



# Memo

---

From: Adrianna Hennen, Clerk-Treasurer

To: Freeport City Council

Date: 4/19/17

Re: Public Works Department

---

As you know, Loren passed his wastewater test. He now has both is water and wastewater licenses. Brian Zapzalka has already requested that we not pay him for the month of April and to discontinue paying him moving forward.

Back in December council approved an immediate raise to \$18 for Loren, followed by a raise to \$20 as soon as he completed his wastewater liscense.

# Memo

---

From: Adrianna Hennen, Clerk-Treasurer

To: Freeport City Council

Date: 4/19/17

Re: CMCU Canopy

---

Dymoke drafted a letter to CMCU ordering them to “abate nuisance” which was the canopy hanging in the alley behind the building, by April 30th. The letter was sent via certified mail, which they received Monday, April 17<sup>th</sup>. I received a phone call from CMCU stating they would remove the canopy by the date. I explained to them that if they still wanted a canopy they would have to submit an application and it would be reviewed then.



### 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

### DRIVEWAY/CURB/GUTTER PERMIT

OFFICE USE ONLY			
Date Submitted <u>4/17/17</u>	Date Completed		
City Council Action (circle one) APPROVAL                      DENIAL	Date of Action	File with County Recorder:	
Fee \$	Paid	Receipt #	Date

*I/We, the undersigned, as owners of the property described hereby appeal to the City Council of Freeport, to grant a Driveway/Curb/Gutter Permit. Applicants have the responsibility of checking all applicable ordinances and complying with all ordinance requirements.*

Name: Bryan Scherping Phone: (320) 290-2366  
Address: 328 2<sup>nd</sup> Street N.W.

- Size and location of the proposed access or driveway: remove 24 feet of curb and side walk and repair concrete to be able to get into garage without having to drive over curb
- Describe the manner of restoration that will be made to any street, curb, or sidewalk as a result of the proposed use or construction: New sidewalk will match existing sidewalk, curb will match existing driveway
- Cost of proposed project: \$ 1,000

*The council may approve or deny the application and may give its approval with considerations attached also as to method of repair which must be followed, the size and location of the access. The council may require payment for any damage which may be anticipated, prior to the issuance of a permit*

*By signing this application form, I agree that all fees and expenses incurred by the City for the processing of this application, including costs for professional services, are the responsibility of the applicant and property owner to be paid immediately upon receipt or the City may approve a special assessment for which the property owner specifically*

The City of Freeport is an Equal Opportunity Provider

agrees to be assessed for 100 percent per annum and waives any and all appeals under Minnesota Statutes Section 429.081 as amended. All fees and expenses are due whether the application is approved or denied.

I, the undersigned hereby apply for the considerations described above and declare that the information and materials in support of this application are in compliance with adopted City policy and ordinance requirements are complete to the best of my knowledge.

I understand that this application will be processed in accordance with established City review procedures and Minnesota Statutes Section 15.99 as amended, at such a time as it is determined to be completed. Pursuant to Minnesota Statutes Section 15.99, the City will notify the applicant within fifteen (15) business days from the filing date of an incomplete or other information necessary to complete the application. Failure on my part to supply all necessary information as requested by the City may be cause for denying this application.

Clerk-Treasurer Signature \_\_\_\_\_

Date \_\_\_\_\_

Owner Signature Bryan D. Harper \_\_\_\_\_

Date 4/15/17 \_\_\_\_\_

