



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

December 19, 2017 - Regular Meeting Agenda
Freeport City Hall - 7:00 pm

Call to Order

- I. Approve Agenda
- II. Public Hearing – 2018 Budget and Levy
- III. Open Public Forum
- IV. Consent Agenda
 - a. November 28, 2017 Council Minutes (1-3)
 - b. Claims 2990 – 3017 (4-8)
 - c. Sheriff's Report (9)
- V. Reports
 - a. Clerk Report (10)
 - b. Deputy Treasurer Report (N/A)
 - c. Public Works Report (11-12)
 - d. Engineer Report (N/A)
 - e. Attorney Report (13)
 - f. Fire Department Report (N/A)
- VI. Old Business
 - a. Resolution 2017-12 – A Resolution Adopting the Final 2018 Budget and Tax Levy (14-43)
 - b. Accessory Structures (44-45)
- VII. New Business
 - a. Xcel Energy (46-85)
 - b. Resolution 2017-13 – Fire Department Personnel Policy (86-98)
 - c. Resolution 2017-14 – Fire Department 2018 Officer Appointment (99)
 - d. Fire Department – New Member Approval (100)
- VIII. Adjourn

Next meeting: January 30, 2018



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

November 28, 2017 – Meeting Minutes

An Area Fire Service Meeting convened at 6:30pm. The purpose of the meeting was to inform and receive feedback from the Cities and Townships regarding the potential Stearns Electric Loan. It was explained that the City can afford the new pumper truck that is being delivered the following week. The City applied for the loan last year because it was free to apply. The loan is a 0% interest loan with a 1% yearly administrative fee. Atkinson stated that Dave Gruenes said that if Freeport paid back the loan in less than one year the administrative fee would be waived. The reason the City would accept the loan is put \$300,000 into the Stearns Electric revolving loan fund that has helped and will continue to help businesses in central Minnesota. Loren Pelzer with Albany Township, after hearing the explanation, stated it would be dumb not to take the loan. Pelzer made a motion to accept the Stearns Electric Loan, seconded by Pete Welle, motion carried unanimously.

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 Ettle present.

Staff in attendance: Clerk-Treasurer Adrianna Hennen and City Attorney Scott Dymoke.

Others in attendance:

Andrea Ramacher & Vernon Fuchs (720 1st Ave N)
Lornie Middendorf (Millwood Township)
Pete Welle (Oak Township)
Arnie Blommel (308 2nd Ave SW)

Loren Pelzer (Albany Township)
Carl Toenyan (Millwood Township)
Doug Peterson (Paynesville)

Approve Agenda

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

Open Public Forum

No public comment was given.

Consent Agenda

Renneker moved to approve the consent agenda with the addition of Resolution 2017-11, and Atkinson Well and Pumps invoice, seconded by Eveslage. Motion carried 5-0.

Reports

Clerk Report

A. Hennen reported that the city was outbid for the Welle Addition and someone else purchased the property. A. Hennen was not notified of the new owner yet.

Public Works Report

Goebel was not present. A. Hennen stated that if they had any questions about the presented water tower report they can speak with Goebel. Ettle moved to accept the recommendation to repair the grout at the base of the tower, seconded by T. Hennen. Motion carried 5-0.

Engineer Report

Blommel was not present.

Attorney Report

Dymoke explained that he had worked on nuisance abatement, the Welle Development, and Xcel Energy Easements since the last meeting.

Fire Department Report

No report was given.

Old Business

Stearns Electric-Dave Gruenes

Eveslage moved to accept the Stearns Electric loan, seconded by Ettle. Atkinson-yes, Ettle-yes, Eveslage-yes, T. Hennen-yes, Renneker-yes. Motion carried 5-0.

Thull Excavating Invoices

T. Hennen stated he would approve the invoices, but this should be a teaching moment; receive a cost up front and a date when it would be finished on future projects. T. Hennen expressed frustration that the city had to hire someone to finish Thull's work. Atkinson moved to pay the invoices, seconded by T. Hennen. Motion carried 5-0.

New Business

Insurance Presentation

Fritz Hoeschen with North Risk Partners presented some information regarding the City's insurance and coverage. Specific questions were asked by council, which Hoeschen was able to answer and the information was laid out the City's policies. One question Atkinson asked that Hoeschen had to look into was if the city would be able to increase medical payment coverage from the current \$2,500. Hoeschen said he would look into that and let A. Hennen know.

Deputy Treasurer Position-Interview

Council members spoke with Petersen and asked questions which Petersen was able to answer. The other interviewee did not attend the meeting. Eveslage moved to offer the position to Petersen, seconded by Renneker. Atkinson-yes, Ettle-yes, Eveslage-yes, T. Hennen-yes, Renneker-yes. Motion carried 5-0. Petersen accepted the position. A. Hennen asked what the council would like to start Petersen's salary at. A. Hennen explained that they hired the previous Treasurer at \$18.00/hour and she left making \$20.00/hour. Eveslage asked what Petersen thought was fair. Petersen said no less than \$20.00. T. Hennen moved pay Petersen \$20.00/hour, seconded by Eveslage. Motion carried 5-0.

Klaphake Building Permit Violation

A. Hennen explained the situation outlined in the agenda to the council. Eveslage stated that from what he can see from his yard is that Klaphake has been working hard on improving the shed. Eveslage thought the May 15, 2018 deadline was more than fair. Atkinson thought Klaphake didn't want to make the improvements to the shed before Klaphake moved the shed in the event items were wrecked in transit, but

he still should have gotten the permit first. Council said that at the May 2018 meeting they would review the situation and see if Klaphake has met the standards.

Accessory Structures

Arnie Blommel expressed his frustration regarding setbacks for a small shed he would like to place in his back yard. He stated he didn't have many choices but to put it near the property line, but with the required setbacks of 10ft on the rear and side, he wouldn't be able to place the shed where he liked. Council started questioning that if sheds on skids should have the same setback requirements as permanent sheds. They also wondered if the setbacks should be based off of the height of the building. Council agreed that A. Hennen should see what surrounding towns regulate when it comes to accessory structures.

Fee Schedule

Council questioned a few lines on the fee schedule. Atkinson was wondering if the wastewater stub-out and hook-up charge were covering those costs. Also, if the water testing fee was covering those costs. Council asked Ettle to speak with the fire department to see if those line items were still accurate. Council agreed to not approve a fee schedule until some of these items have been addressed.

Adjourn

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

Mayor, Rodney Atkinson

City Clerk-Treasurer, Adrianna Hennen

12/14/17
10:32:58

CITY OF FREEPORT
Claim Approval List
For the Accounting Period: 12/17

Page: 1 of 5
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
2990		694 ALBANY FLEET SUPPLY	34.98					
	11/30/17	Paint for Equipment	34.98*			101 43100	220	10100
		Total for Vendor:	34.98					
2991		15 ALBANY MUTUAL TELEPHONE	243.43					
	12/01/17	836-7158	36.95			101 41000	320	10100
	12/01/17	836-2112	91.02			101 41000	320	10100
	12/01/17	836-2685	20.36			601 43225	320	10100
	12/01/17	836-2685	20.35			602 43250	320	10100
	12/01/17	836-2411/2413	74.75*			225 42200	320	10100
		Total for Vendor:	243.43					
2992		25 AMERIPRIDE LINEN & APPAREL	58.40					
	220247761 11/30/17	Monthly Rug Service	58.40			101 41000	410	10100
		Total for Vendor:	58.40					
2993		52 BLACK MOUNTAIN SOFTWARE, INC.	4,342.00					
	22912 12/01/17	UB annual maintenance	468.50*			601 43225	433	10100
	22912 12/01/17	UB annual maintenance	468.50			602 43250	433	10100
	22912 12/01/17	UB email bills annual maint	35.00*			601 43225	433	10100
	22912 12/01/17	UB email bills annual maint	35.00			602 43250	433	10100
	22912 12/01/17	UB ACH annual maint	116.50*			601 43225	433	10100
	22912 12/01/17	UB ACH annual maint	116.50			602 43250	433	10100
	22912 12/01/17	UB AMR interface annual maint	95.00*			601 43225	433	10100
	22912 12/01/17	UB AMR interface annual maint	95.00			602 43250	433	10100
	22912 12/01/17	UB Rate Analysis annual maint	12.50*			601 43225	433	10100
	22912 12/01/17	UB Rate Analysis annual maint	12.50			602 43250	433	10100
	22912 12/01/17	Accounting annual maint	1,327.00*			101 41000	433	10100
	22912 12/01/17	Budget Prep annual maint	532.00*			101 41000	433	10100
	22912 12/01/17	Payroll annual maint	928.00*			101 41000	433	10100
	22912 12/01/17	ACH direct deposit annual maint	100.00*			101 41000	433	10100
		Total for Vendor:	4,342.00					

12/14/17
10:32:58

CITY OF FREEPORT
Claim Approval List
For the Accounting Period: 12/17

Page: 2 of 5
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
2994		733 BLUE LAKE PLASTICS LLC	312.00					
	14690	12/06/17 60'x110' 6mil Rink Liner	312.00*			101 45200	210	10100
		Total for Vendor:	312.00					
2995		70 CENTERPOINT ENERGY	177.61					
	11/21/17	Maintenance Building	73.55			101 43100	382	10100
	11/21/17	Fire Hall	104.06			225 42200	382	10100
		Total for Vendor:	177.61					
2996		76 CENTRAL MINNESOTA CREDIT UNION	178.17					
	11/30/17	Stearns Co. Beacon Fee	1.00*			101 41000	433	10100
	11/30/17	USPS - UB postage	68.00			601 43225	200	10100
	11/30/17	USPS - UB postage	68.00			602 43250	200	10100
	11/30/17	SEBO Vacuum Filter	41.17			101 41000	210	10100
		Total for Vendor:	178.17					
2997		107 DANNY'S DISPOSAL & RECYCLING,	329.32					
	12/01/17	Maintenance Building	270.50			101 43100	383	10100
	12/01/17	Fire Hall	58.82*			225 42200	383	10100
		Total for Vendor:	329.32					
2998		123 DYMOKE LAW OFFICE, P.A.	1,150.00					
	12/01/17	Welle's Acres review	138.00			101 41000	302	10100
	12/01/17	Xcel Easement review	368.00			101 41000	302	10100
	12/01/17	Xce Easement opinion draft	368.00			101 41000	302	10100
	12/01/17	Xcel Easement completed opinio	161.00			101 41000	302	10100
	12/01/17	City Council	115.00			101 41000	302	10100
		Total for Vendor:	1,150.00					
2999		611 EMERGENCY RESPONSE SOLUTIONS	101.15					
	9803	11/21/17 Fix Air Pack Bottle	101.15			101 41000	210	10100
		Total for Vendor:	101.15					

12/14/17
10:32:58

CITY OF FREEPORT
Claim Approval List
For the Accounting Period: 12/17

Page: 3 of 5
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
3000		145 FINKEN WATER SOLUTIONS	23.00					
	4816102	12/01/17 Water Softener Rental	15.00			101 41000	410	10100
	4816112	12/01/17 Maintenance water cooler	8.00			101 43100	410	10100
		Total for Vendor:	23.00					
3001		155 FREEPORT FARM CENTER, INC	19.30					
	99085	12/08/17 Lawn mower deck wheel	19.30*			101 45200	220	10100
		Total for Vendor:	19.30					
3002		174 GOPHER STATE ONE CALL, INC	2.70					
	7110388	11/30/17 Email tickets	1.35			601 43225	300	10100
	7110388	11/30/17 Email tickets	1.35*			602 43250	300	10100
		Total for Vendor:	2.70					
3003		179 GRANITE ELECTRONICS, INC	40.00					
	153005606	12/05/17 Pager Battery	40.00			225 42200	245	10100
		Total for Vendor:	40.00					
3004		184 HACH COMPANY	109.56					
	10724130	11/17/17 Chlorine Accuvac	109.56			601 43225	210	10100
		Total for Vendor:	109.56					
3007		656 JASON HOPPE	51.41					
	12/04/17	Batteries	51.41			225 42200	210	10100
		Total for Vendor:	51.41					
3008		219 JOANN TIMP	117.00					
	12/14/17	(11/27-12/11) 3 Cleanings	117.00			101 41000	300	10100
		Total for Vendor:	117.00					
3005		734 KEEPERS, INC.	8.99					
	364094	11/20/17 Suit Tie	8.99			225 42200	240	10100
		Total for Vendor:	8.99					

12/14/17
10:32:58

CITY OF FREEPORT
Claim Approval List
For the Accounting Period: 12/17

Page: 4 of 5
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
3006		294 MID CENTRAL HEATING & A/C, INC	19.30					
	192567	11/24/17 3/4x1 1/2 black bushing	7.00			601 43225	220	10100
	192567	11/24/17 3/4x1 1/2 black nipple	2.03			601 43225	220	10100
	192567	11/24/17 3/4x2 black nipple	2.03			601 43225	220	10100
	192567	11/24/17 3/4x3/4x1 1/2 black tee	7.19			601 43225	220	10100
	192567	11/24/17 1/2x1 1/4 black bushing	1.05			601 43225	220	10100
		Total for Vendor:	19.30					
3010		340 NAPA AUTO PARTS	6.49					
		11/30/17 Tail light for ton truck	6.49			101 43100	401	10100
		Total for Vendor:	6.49					
3009		385 QUILL	97.00					
	2817957	11/29/17 Copy Paper	45.04			101 41000	210	10100
	2734314	11/27/17 Toilet Paper	26.99			101 41000	210	10100
	2734314	11/27/17 Swiffer dusters	11.99			101 41000	210	10100
	2734314	11/27/17 Dish Soap	4.99			101 41000	210	10100
	2734314	11/27/17 Handling	7.99			101 41000	210	10100
		Total for Vendor:	97.00					
3011		387 RAHNS OIL & PROPANE, INC	341.50					
		11/30/17 Fire Dept Gas & Oil	94.28			225 42200	215	10100
		11/30/17 Public Works Gas & Oil	247.22			101 43100	215	10100
		Total for Vendor:	341.50					
3012		389 RAMLER TRUCK & TRAILER REPAIR,	117.34					
	43517	11/24/17 '03 Freighliner battery	117.34			225 42200	401	10100
		Total for Vendor:	117.34					
3013		710 SAUK CENTRE FLEET SUPPLY	17.76					
	219577	11/30/17 Anti-freeze - ball park	5.98*			101 45200	210	10100
	219577	11/30/17 Water pump for hydrants6014322	11.78			601 43225	210	10100
		Total for Vendor:	17.76					

12/14/17
10:32:58

CITY OF FREEPORT
Claim Approval List
For the Accounting Period: 12/17

Page: 5 of 5
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
3014		440 STEARNS CO AUDITOR/TREASURER	89.60					
	44	11/22/17 Assessments from prior years	21.60			101 41550	304	10100
	44	11/22/17 TNT Charge 2017	68.00			101 41000	350	10100
		Total for Vendor:	89.60					
3015		554 SWANY WHITE FLOUR MILLS, LTD	1,493.15					
		12/14/17 Tax Increments	1,496.15			265 46508	640	10100
		12/14/17 County TIF Fee	-3.00			265 46508	640	10100
		Total for Vendor:	1,493.15					
3016		510 VERIZON WIRELESS	58.99					
		9797295982 12/01/17 Cell Phone - Dec	58.99			101 43100	320	10100
		Total for Vendor:	58.99					
3017		525 XCEL ENERGY	2,443.56					
		571697130 12/04/17 Street Lights	729.61			101 43160	381	10100
		571681532 12/04/17 302188142	196.85			601 43225	381	10100
		571681532 12/04/17 302252262	90.75			101 43160	381	10100
		571681532 12/04/17 302290398	101.79			101 41000	381	10100
		571681532 12/04/17 302679657	107.37			101 43100	381	10100
		571681532 12/04/17 302700297	23.97			602 43250	381	10100
		571681532 12/04/17 302947044	185.88			601 43225	381	10100
		571681532 12/04/17 303193187	38.19			602 43250	381	10100
		571681532 12/04/17 303616049	140.49			225 42200	381	10100
		571681532 12/04/17 303936749	44.91			101 43160	381	10100
		571681532 12/04/17 303956738	455.76			101 43160	381	10100
		571681532 12/04/17 303963984	258.25			101 43160	381	10100
		571681532 12/04/17 303985901	37.11			101 43160	381	10100
		571681532 12/04/17 304083816	12.35			101 43160	381	10100
		571681532 12/04/17 304098414	20.28			602 43250	381	10100
		Total for Vendor:	2,443.56					
		# of Claims	28	Total:	11,983.71			

FREEPORT CALLS - OCTOBER 2017

City	Date_Received	Call #	Description	Actual_Incid_Location
FREEPORT	11/20/2017 22:00:17	17096690	911 OPEN LINE	
FREEPORT	11/20/2017 22:02:56	17096692	AGENCY ASSIST	
FREEPORT	11/18/2017 06:43:06	17095967	AGENCY ASSIST	
FREEPORT	11/23/2017 11:02:57	17097474	AGENCY ASSIST	
FREEPORT	11/23/2017 11:00:04	17097473	ALARM	
FREEPORT	11/12/2017 12:37:41	17094362	ALARM	
FREEPORT	11/19/2017 19:19:30	17096360	BEHAVIORAL HEALTH	
FREEPORT	11/05/2017 12:02:27	17092621	CAR SERVICE	
FREEPORT	11/25/2017 01:24:54	17097945	DRUNK DRIVER ARREST	
FREEPORT	11/27/2017 14:08:56	17098603	FRAUD	
FREEPORT	11/27/2017 01:19:15	17098492	MATTER OF INFORMATION	
FREEPORT	11/01/2017 20:22:56	17091670	MEDICAL EMERGENCY	
FREEPORT	11/11/2017 08:09:45	17094060	MEDICAL EMERGENCY	
FREEPORT	11/21/2017 21:03:22	17096959	MOTORIST ASSIST	
FREEPORT	11/04/2017 01:26:21	17092327	MOTORIST ASSIST	
FREEPORT	11/26/2017 19:12:53	17098427	NO PAY CUSTOMER	
FREEPORT	11/22/2017 13:13:27	17097099	PAPER SERVICE	
FREEPORT	11/17/2017 10:41:39	17095683	PAPER SERVICE	
FREEPORT	11/08/2017 08:53:01	17093345	REPORT WRITING	
FREEPORT	11/27/2017 13:50:34	17098601	REPORT WRITING	
FREEPORT	11/27/2017 15:27:56	17098620	REPORT WRITING	
FREEPORT	11/30/2017 18:40:15	17099455	REPORT WRITING	
FREEPORT	11/24/2017 21:18:13	17097845	SPECIAL DETAIL	
FREEPORT	11/05/2017 01:46:57	17092566	SUSPICIOUS VEHICLE	
FREEPORT	11/05/2017 17:10:48	17092676	SUSPICIOUS VEHICLE	
FREEPORT	11/25/2017 14:17:55	17098079	THEFT	
FREEPORT	11/24/2017 15:44:09	17097761	THEFT FROM VEHICLE	
FREEPORT	11/24/2017 21:01:11	17097838	TRAFFIC STOP	
FREEPORT	11/25/2017 00:49:26	17097925	TRAFFIC STOP	
FREEPORT	11/25/2017 00:57:25	17097928	TRAFFIC STOP	
FREEPORT	11/19/2017 09:10:47	17096259	TRAFFIC STOP	
FREEPORT	11/25/2017 19:47:50	17098154	TRAFFIC STOP	
FREEPORT	11/30/2017 21:10:24	17099481	TRAFFIC STOP	
FREEPORT	11/08/2017 16:52:41	17093451	TRAFFIC STOP	
FREEPORT	11/13/2017 18:53:23	17094666	TRAFFIC STOP	
FREEPORT	11/14/2017 18:25:08	17094936	TRAINING ONLINE	
FREEPORT	11/15/2017 10:10:59	17095067	TRAINING ONLINE	
FREEPORT	11/09/2017 01:12:48	17093533	TRAINING ONLINE	
FREEPORT	11/13/2017 11:47:54	17094558	WARRANT	

Memo

From: Adrianna Hennen, Clerk-Treasurer

To: Freeport City Council

Date: 12/12/17

Re: Clerk Report

During the November council meeting, council asked Fritz if the current medical coverage could be increased to \$5,000 or even \$10,000 from the current \$2,500 limit per person.

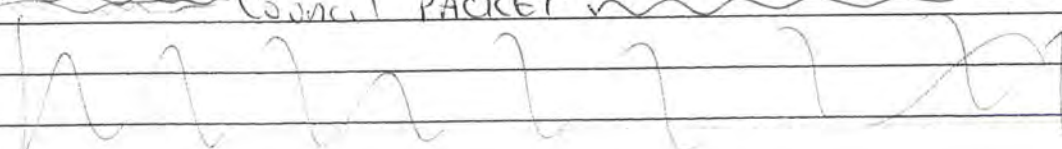
Fritz asked the League and the most the League can offer for Medical Payments coverage is \$2,500. So, no the City is not able to increase that limit.

Right now it sounds like the winter rec program is underway. I was asked to check if it was mandatory to do criminal history background checks on individuals who will be working with children.

The League responded with: "The simple answer to your question is that the law does not require the city to conduct background checks on employees who work with children but it is a pretty good idea to do so anyway."

Job Duty	Date	Initial
Well, tower, pond checks, got Famo copy of Consumer report, got RV fluid	FRI 11/3/17	LG
For ball park bathroom, worked at shop	"	LG
Blew snow, well, tower, pond checks	SAT 11/4/17	LG/mt
Well, tower, pond check	SUN 11/5/17	LG
Well, tower, lift station, pond checks, water samples, set up for elections,	MON 11/6/17	LG
did water reports w/ Adri, garbages, paperwork	"	LG
Well, tower, pond checks, paperwork, worked at shop, cleaned	TUE 11/7/17	LG
blower, tractor	"	LG
Well, tower, pond checks, Filed paperwork, went thru manuals,	WED 11/8/17	LG
worked on substop covers at shop, went got light for ton truck	"	LG
Well, tower, lift station, pond checks, water samples, went thru parts	THUR 11/9/17	LG
for hydrants & water meters, garbages	"	LG
Well, tower, pond checks, Holiday	FRI 11/10/17	LG
Well, tower, pond checks	SAT 11/11/17	LG
Well, tower, pond checks	SUN 11/12/17	LG
Well, tower, lift station, pond checks, water samples, garbages, washed	MON 11/13/17	LG
sweeper, put blower on Masey Tractor, got lights ready	"	LG
put x-mas lights & garland & banners up	TUE 11/14/17	LG/SM
Well, tower, pond checks, got Flowmeter station inspected	"	LG
Well, tower, pond checks, washed vehicles, put mower away	WED 11/15/17	LG
For winter, cleaned shop	"	LG
Well, tower, lift station, pond checks, water samples, cleaned shop,	THUR 11/16/17	LG
cleaned lions park, put gauge in a creamery well. painted sweeper	"	LG
Well, tower, pond checks, worked on sweeper, met with Hawking	FRI 11/17/17	LG
chemical to treat lift station, got chlorine gas working at Tower	"	LG
well,	"	LG
Tower, well, pond checks	SAT 11/18/17	LG
Tower, well, pond checks	SUN 11/19/17	LG
Tower, well, lift station, pond checks, water samples, ^{changed} put lights	MON 11/20/17	LG
at City Hall, garbages, worked on lawn mower deck	"	LG
<hr/>		
~~~~~ Council PACKETS ~~~~~		
Well, tower, pond checks, well house leak worked on, paperwork	TUE 11/21/17	LG
checked pond by water tower,	"	LG
Well, tower, pond checks, put pumps away, cleaned truck	WED 11/22/17	LG
Filed paperwork, put buckets & garland box in cold storage	"	LG



Job Duty	Date	Initial
Well, tower, lift station, pond checks water samples "Holiday"	THUR 11/23/17	LG
Well, tower, pond checks "Holiday"	FRI 11/24/17	LG
Well, tower, pond checks	SAT 11/25/17	LG
Well, tower, pond checks	SUN 11/26/17	LG
Well, tower, lift station, pond checks, water sample, garbage, set up conference room, plugged in x-mas lights & replaced on, clean shop	MON 11/27/17	LG
Well, tower, pond checks, worked at Tower well centrifugal pump leaks	" 11/28/17	LG
<del>put</del> replaced light bulbs, checked fire extinguishers in truck to mount instead of just sitting in vehicles, shut off water at 2 residents	"	LG
Well, tower, pond checks, plugged in city x-mas lights & fixed some that wind had wrecked, water samples, put chairs away from conference room, curb stops, turned water on at resident 1008 3rd Ave	WED 11/29/17	LG
Well, tower, pond, lift station, water sample, did water meter readings, flushed hydrants (dead ends) bug ponds	THUR 11/30/17	LG
Well, tower, pond checks, cleaned shop, garbage, open & closed door at city hall for Santa day, put cones out, community service at ballpark church for christopher	FRI 12/1/17	LG
Well, tower, pond checks	SAT 12/2/17	LG
Well, tower, pond checks	SUN 12/3/17	LG
Well, tower, lift station, pond checks, water sample, turned water on at 1008 2nd Ave, bug ponds, met with Rural water, got cement slab that will be using in I94 ditch.	MON 12/4/17	LG
Well, tower, pond checks, got quote for centrifugal pumps, worked at shop.	"	LG
Well, tower, pond checks, Filed paper work at city hall w/ Adri, worked on timers in gazebo for x-mas lights.	TUE 12/5/17	LG
Well, tower, lift station, pond checks, water sampling, covered pond inlets & switch over stations, cleaned at City hall & at shop, cleaned snowblower & oiled, water check for last 120 days at 1008 3rd Ave	"	LG
Well, tower, pond checks, put stuff at ballpark shed, cleaned at shop, took old pond covers apart.	WED 12/6/17	LG
Well, tower, pond checks	THUR 12/7/17	LG
Well, tower, pond checks	"	LG
Well, tower, pond checks	FRI 12/8/17	LG
Well, tower, pond checks	"	LG
Well, tower, pond checks	SAT 12/9/17	LG
Well, tower, pond checks	SUN 12/10/17	LG
Council PACKET		
		

**Dymoke Law Office, P.A.**

300 Riverside Avenue NW

Melrose, Minnesota 56352

Telephone (320) 256-4205

Fax (320) 256-7201

December 13, 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 November 22, 2017 through December 13, 2017, we have not given significant attention any projects on behalf of the City of Freeport.

Respectfully submitted,  
Dymoke Law Office, P.A.

*Scott E. Dymoke*  
by Scott E. Dymoke

# Memo

From: Adrianna Hennen, Clerk-Treasurer

To: Freeport City Council

Date: 12/13/17

Re: 2018 Budget and Levy - Articles

---

I'm attaching two articles put together by Jeff Johnson that helps with understanding how taxes and levy's work:

## **Pieces of the Property Tax Puzzle**

December 2002 (Revised 2/14)

The mailing of truth-in-taxation notices and property tax statements usually generates some discussion among taxpayers, local government officials, and state policymakers. This dialogue tends to focus on the differentiation in tax from one year to the next as well as the reasons for change. Some individuals say that the tax difference is only based on the changes in property valuations. Other people claim that increases or decreases in spending are the sole cause for this change, and still others think that the state's role in property taxes has a major affect on the amount and degree of variation associated with every tax bill. These divergent views touch on the three separate components that comprise the framework for the property tax---market values, budgets, and property classifications. Each part has its own function and is interrelated with the other parts. They are the pieces of the property tax puzzle that occasionally cause confusion and misunderstanding for the general public.

### **What is the property tax?**

This tax is a government cost charged to a property owner based upon the property's estimated market value. Counties, townships, cities, school districts, and a few miscellaneous taxing authorities levy taxes on real estate and some personal property to help pay for local services, including road and bridge maintenance, community services, police and fire protection, libraries, parks, and education. The state also levies a general tax on commercial/industrial and seasonal recreational residential properties to help fund education.

### **How is the property tax calculated?**

Market values, budgets, and property classification rates determine the property tax. The first step in calculating a tax is to multiply a property's taxable market value (the value established after the assessor's estimated market value has been adjusted by any applicable tax provisions that provide limitations or reductions) by its classification rate to obtain its tax capacity value. The second step is to establish a tax by multiplying the property's tax capacity value by an overall tax rate. The overall tax rate is a multiplier, resulting from the division of each district's taxable levy (the total revenue to be collected through the property tax) by that district's total tax capacity value. The third step is to subtract any property tax credits from the preceding tax calculation to determine the net payable tax. Homestead

agricultural properties are examples of a property type that has its tax bill reduced by a state paid agricultural credit.

1. Taxable Market Value (Adjusted Estimated Market Value) X Classification Rate = Tax Capacity Value
2. Tax Capacity Value X Overall Tax Rate (Taxable Levy /Total Tax Capacity Value) = Property Tax or Property Tax Before Credits
3. Property Tax Before Credits - Tax Credits = Property Tax

### **What part does the market value play in the determination of the property tax?**

The assessor's estimated market value has no affect on the amount of property taxes levied. It is used exclusively to determine every property owner's share of the total property tax. For example, if a property's market value changes at the same rate as other properties and no new construction or properties are added to the assessment roll over the next year, an owner's share of the total tax will remain the same. If a property's market value grows faster than others from one year to the next, an owner's share of the total tax will increase since the size of this share has become larger. Conversely, if a district has a significant influx of development and new construction or if a property's market value grows slower than others, an owner's share of the total tax will decrease because there are more taxpayers and property value to help pay the tax.

### **What part does the budget play in the determination of the property tax?**

All properties are located in multiple taxing districts--- that is a county, a township or city, a school district, and sometimes a few miscellaneous districts. Each district decides how much money it will spend to provide services that are both requested by the public and required by law. This plan characterizes a district's budget requirements. The income raised to meet these needs may come from several sources, including fees, state aids, grants, reserves, a sales tax, or a gravel tax as well as the property tax. The amount of revenue generated through the property tax, identified earlier as the taxable levy, is based upon each district's total budget less anticipated income from all non-property tax sources. If, for instance, the taxable levy increases and the total tax capacity value of all properties within the district remains constant, the tax rate will increase. If the taxable levy remains constant and the total tax capacity value increases, the tax rate will decrease. If both the taxable levy and total tax capacity value increase, the tax rate will remain constant only if the amount of change in each variable is equal. However, the tax rate will increase if the amount of change in the taxable levy is greater than the amount of change in the total tax capacity value. It will also decrease if the amount of change in the taxable levy is less than the amount of change in the total tax capacity value.

1. Budget - Non-Property Tax Revenue Sources = Taxable Levy
2. Taxable Levy / Total Tax Capacity Value (the summation of all tax capacity values for a taxing district) = Overall Tax Rate

### **What part does the classification rate play in the determination of the property tax?**

A property's taxable market value is multiplied by its classification rate to determine its tax capacity value that is used in a tax calculation. The classification rate assigned to a specific property use does not



affect the amount of tax to be collected, but it does play an important role in determining an owner's share of the tax. State policymakers have decided that each class of property should be taxed at a different rate (i.e. commercial at 1.5% and 2.0%; residential at 1.0%) because certain properties should pay a share of the tax that is either more or less than the assessor's estimated market value. Thus, classification rates shift the tax burden among the different classes and subclasses of property.

### **What role does the state have in the determination of the property tax?**

The state is involved in many important functions that define the property tax. It provides the blueprint for the property tax system that encompasses classification rates and special programs. Earlier, it was mentioned that the state levies a general tax on commercial/industrial and seasonal recreational properties to fund education. Various grants and aids, funding for some mandated services, and tax credits that reduce the tax bill for certain property types are made available through the state. The level and uniformity of property assessments completed by assessors are also monitored by the state to ensure that equalization is achieved from district to district. In short, any changes in the state's role either through policy or law will have an effect on one or more pieces of the tax puzzle and subsequently an owner's share or amount of the property tax.

## **UNDERSTANDING YOUR ASSESSMENT**

### **Why Property Taxes Change**

The property tax in Minnesota is a major source of revenue generated by local units of government. It is levied on real estate and some personal property to help pay for a variety of services and programs such as road and bridge maintenance, human and community services, and education. The state also imposes a property tax on commercial/industrial and seasonal recreational residential properties for education. The calculation of both the local and state property tax is simply the multiplication of a tax base derived from estimated market values and tax rates established from the amount of revenue to be collected. While this computation appears to be fairly basic, it is a complicated process that is dynamic, ever-changing, and sometimes unpredictable. Thus, it is these characteristics of the property tax that cause disbelief and bewilderment for taxpayers when they review their annual truth-in-taxation notice or property tax statement.

### **What are the underlying principles that cause property taxes to change every year?**

Annual property tax changes are usually attributable to one or more reasons: a change in the tax base, a change in tax rates, and/or a change in the manner the tax is calculated. Each reason affects the share or amount of taxes to be collected and is difficult to understand because of the many moving parts that comprise the calculation process. These components vary significantly by location, property type, and according to the decisions made by government officials at the federal, state, and local levels. Some of these changes are publicized in studies, notices, meetings, and media reports, whereas other changes that occur are not readily noticeable or transparent unless a close review of all taxation details are undertaken.

### **What is the meaning of the term, "tax base"?**

The base for the property tax is the estimated market value of all taxable real and some personal property within the borders of each taxing jurisdiction---a county, a township or city, a school district, and occasionally a few miscellaneous districts. It is the assessor's responsibility to establish each property's estimated market value for land and buildings within these areas. The estimated market value generally changes each year due to market activity associated with different market segments and locations, new construction, and losses or damages brought on by accidents, disasters, and human acts. For some property, the estimated market value is its taxable market value. For other property, the estimated market value is a lower, taxable market value that is determined after a value limitation, deferral, exclusion, or exemption is extended if the property meets certain tax program requirements administered by the assessor. The taxable market value of all properties along with their property tax classification as agricultural, residential, commercial/industrial, seasonal recreational residential, or any of the other property classes defined by the classification law are combined to calculate a total net tax capacity value for each taxing jurisdiction. A tax rate is applied equally to the total net tax capacity value to calculate the tax revenue to be collected from each property that forms the base.

### **What is a tax rate?**

In the tax calculation process, a tax rate is known as the burden ratio expressed as a percentage derived from the division of the taxable levy or say, the amount of revenue to be raised through the property tax (i.e. numerator) by the total tax capacity value for each taxing jurisdiction (i.e. the denominator). This ratio remains constant only if the amount of change in each constant is equal. However, it regularly changes each year based upon the amount of change in both the taxable levy and total tax capacity value. If, for instance, the taxable levy increases and the total tax capacity value of all properties within the district remains the same, the tax rate will increase. If the taxable levy does not change and the total tax capacity value increases, the tax rate will decrease. In other words, the tax rate increases when the amount of change in the taxable levy is greater than the amount of change in the total tax capacity value. The tax rate decreases when the amount of change in the taxable levy is less than the amount of change in the total tax capacity value.

### **What kind of change in the way a property tax is calculated will affect the amount of taxes to be collected?**

Generally, any state tax policy changes will have a direct and immediate impact on the manner a property tax is calculated for the property type that receives a benefit as well as the property type that is not entitled to it. This change can be either a reduction or increase in a property tax classification rate which will affect a property's net tax capacity value. It can also be the elimination or extension of a value limitation, deferral, exclusion, or exemption. A tax credit designed to minimize or reduce a tax burden on a specific property can affect the amount of taxes collected if it is reduced, increased, added, or taken away in the calculation process, too. Regardless of the type of change, if special treatment is allowed for some properties, this adjustment usually results in the tax burden being redistributed over non-eligible properties. Such a shift causes property tax changes for some properties just to maintain the same amount of revenue because tax rates either increase or decrease to offset the special treatment.

### **What are some of the specific reasons for property tax changes?**

There are ten reasons why property taxes change each year. They are attributable to one or more of the following causes:

1. a change in a property's estimated market value and/or taxable market value;
2. a change in the estimated and/or taxable market values of other properties;
3. a change in the property's property tax classification;
4. a change in the property tax classification assigned to other properties;
5. changes in property tax laws that have adjusted the tax base such as: the creation or repeal of property tax classes that result in special treatment for some property types; decreases or increases on property tax classification rates that affect the share of tax collected; the elimination or extension of property tax credits like the homestead credit or the agricultural credit; and the elimination or extension of a value limitation, deferral, exclusion, or exemption associated with tax programs like plat deferral, "This Old House", Green Acres, Rural Preserve, and the "Homestead Market Value Exclusion";
6. adjustments to tax rates due to spending changes based on budget and levy decisions made by local and state government officials;
7. adjustments to tax rates due to decreases or increases in the total tax base for each taxing district;
8. the addition or expiration of a voter approved school referendum;
9. a change in the amount of federal and state grants and aid received by local taxing districts; and
10. changes in federal and state mandates.

In short, there are two important thoughts about the property tax that must be understood. The first is when market values decrease, the property tax does not automatically decrease. The second is when market values increase, the property tax does not automatically increase. This correlation seems to be disconnected because many taxpayers believe that property valuation changes are the reason for tax differences. The reality of it all is that these differences are essentially driven by several variables that affect the base, rates, and calculation process. The functions and interrelationships of each variable are ultimately the impetus that causes the property tax to either go up or down.

### **Can the amount of taxes levied on a property be appealed?**

No, the local and county boards of appeal and equalization cannot consider an appeal on the amount of taxes levied. The state board of review and the tax court are unable to consider appeals on this basis, too. Taxpayers who have concerns over the amount of taxes they pay can attend truth-in-taxation hearings or write and call their local government officials about budget matters. If taxpayers wish to challenge their valuation and/or classification, they can write and call the assessor, attend their local and county board of appeal and equalization meeting, or file for tax court.

---

Freeport City	Payable 2016	Payable 2017	TNT Payable 2018	Increase (Decrease)	Percentage Change
Estimated Market Value	\$56,868,400	\$56,927,700	\$60,825,100	\$3,897,400	6.85%
JobZone Market Value	\$262,800	\$0	\$0	\$0	0.00%
Taxable Market Value	\$42,926,800	\$44,064,900	\$47,520,100	\$3,455,200	7.84%
JobZone Taxable Market Value	\$262,800	\$0	\$0	\$0	0.00%
Tax Capacity	\$537,682	\$554,242	\$593,607	\$39,365	7.10%
Power Line	(\$17)	(\$17)	(\$17)	\$0	0.00%
TIF Captured	(\$2,010)	(\$2,026)	(\$2,060)	(\$34)	1.68%
Adjusted Tax Capacity	\$535,655	\$552,199	\$591,530	\$39,331	7.12%
JobZone Tax Capacity	\$4,891	\$0	\$0	\$0	0.00%
Rural Service District	(\$11,337)	(\$11,318)	(\$4,409)	\$6,909	-60.94%
2012 Bonds	\$90,000	\$95,000	\$100,000	\$5,000	5.26%
2013 Bonds	\$92,500	\$93,500	\$94,500	\$1,000	1.07%
EDA	\$10,000	\$10,000	\$10,000	\$0	0.00%
Revenue	\$238,500	\$246,800	\$275,000	\$28,200	11.43%
Total Property Tax Levy	\$431,000	\$445,300	\$479,500	\$34,200	7.68%
<b>Tax Capacity Rate</b>					
2012 Bonds	16.64983%	17.20394%	16.90531%	-0.29863%	-1.74%
2013 Bonds	17.11233%	16.93230%	15.97552%	-0.95678%	-5.65%
EDA	1.86687%	1.81094%	1.690531%	-0.12041%	-6.65%
Revenue	45.48766%	45.62926%	46.838766%	1.20951%	2.65%
Total Tax Capacity Rate	81.11669%	81.57645%	81.410127%	-0.16632%	-0.20%

Payable 2016---2012 Bonds:  $\$90,000/(\$535,655+\$4,891) = \$90,000/\$540,546 = 0.1664983$

Payable 2017---2012 Bonds:  $\$95,000/(\$552,199+\$0) = \$95,000/\$552,199 = 0.1720394$

Payable 2018---2012 Bonds:  $\$100,000/(\$591,530+\$0) = \$100,000/\$591,530 = 0.1690531$

Payable 2016---2013 Bonds:  $\$92,500/(\$535,655+\$4,891) = \$92,500/\$540,546 = 0.1711233$

Payable 2017---2013 Bonds:  $\$93,500/(\$552,199+\$0) = \$93,500/\$552,199 = 0.1693230$

Payable 2018---2013 Bonds:  $\$94,500/(\$591,530+\$0) = \$94,500/\$591,530 = 0.1597552$

Payable 2016---EDA:  $\$10,000/\$535,655 = 0.0186687$

Payable 2017---EDA:  $\$10,000/\$552,199 = 0.0181094$

Payable 2018---EDA:  $\$10,000/\$591,530 = 0.01690531$

Payable 2016---Revenue:  $\$238,500/(\$535,655-\$11,397) = \$238,500/\$524,318 = 0.4548766$

Payable 2017---Revenue:  $\$246,800/(\$552,199-\$11,318) = \$246,800/\$540,881 = 0.4562926$

Payable 2018---Revenue:  $\$275,000/(\$591,530 - \$4,409) = \$275,000/\$587,121 = 0.46838766$

## Freeport City Summary of Tax Information (2011 to 2018 Payable Years)

	<u>2011 Payable</u>	<u>2012 Payable</u>	<u>2013 Payable</u>	<u>2014 Payable</u>	<u>2015 Payable</u>	<u>2016 Payable</u>	<u>2017 Payable</u>	<u>2018 Payable TNT</u>
<b>Levy</b>	\$374,268	\$340,768	\$390,000	\$397,500	\$365,500	\$431,000	\$445,300	\$479,500
<b>Tax Capacity Non JobZ</b>	\$461,593	\$389,138	\$489,809	\$484,109	\$494,388	\$535,655	\$553,402	
<b>Tax Capacity Rural Service District</b>	\$10,196.50	\$10,087.50	\$10,067	\$10,393.50	\$10,948	\$11,337	\$11,319	\$4,409
<b>City Tax Capacity Rate</b>	0.81783689	0.86374890	0.80332632	0.82834217	0.74499684	0.81116694	0.81576488	0.81410132
<b>Overall Tax Capacity Rate 5402</b>	1.53210540	1.64001744	1.53098670	1.52686032	1.41924127	1.45879749	1.48216368	1.47792488
<b>Overall Tax Capacity Rate 5403</b>	1.31742029	1.39807466	1.30669944	1.30564444	1.23598821	1.24586628	1.26775681	1.23556232
<b>RMV Rate</b>	0.00168366	0.00169036	0.00173207	0.00140869	0.00143441	0.0013886	0.00151401	0.00139031
<b>State General Tax Rate</b>	0.49043000	0.51100000	0.52523000	0.52160000	0.50840000	0.4864100	0.45802000	0.45000000
<b>Tax Examples:</b>	<b>Total Tax (ETR)</b>	<b>Total Tax (ETR)</b>	<b>Total Tax (ETR)</b>	<b>Total Tax (ETR)</b>	<b>Total Tax (ETR)</b>	<b>Total Tax (ETR)</b>	<b>Total Tax (ETR)</b>	<b>Total Tax (ETR)</b>
Tax 5402 Res Hmstd	\$3,106 (1.55)	\$3,303 (1.65)	\$3,114 (1.56)	\$3,042 (1.52)	\$2,852 (1.43)	\$2,915 (1.46)	\$2,982 (1.49)	\$2,950 (1.47)
Tax 5403 Res Hmstd	\$2,718 (1.36)	\$2,865 (1.43)	\$2,708 (1.35)	\$2,642 (1.32)	\$2,521 (1.26)	\$2,530 (1.26)	\$2,594 (1.30)	\$2,511 (1.26)
Tax 5402 Ag Hmstd Land	\$1,532 (0.77)	\$1,640 (0.82)	\$1,531 (0.77)	\$1,527 (0.76)	\$1,419 (0.71)	\$1,459 (0.73)	\$1,482 (0.74)	\$1,478 - \$31.59 SBC = \$1,447 (0.72)
Tax 5403 Ag Hmstd Land	\$1,317 (0.66)	\$1,398 (0.70)	\$1,307 (0.65)	\$1,306 (0.65)	\$1,236 (0.62)	\$1,246 (0.62)	\$1,268 (0.63)	\$1,236 - \$30.48 SBC = \$1,206 (0.60)
Tax 5402 Comm	\$19,550 (3.91)	\$20,742 (4.15)	\$19,886 (3.98)	\$19,653 (3.93)	\$18,548 (3.71)	\$18,687 (3.74)	\$18,704 (3.74)	\$17,853 (3.57)
Tax 5403 Comm	\$17,564 (3.51)	\$18,504 (3.70)	\$17,811 (3.56)	\$17,606 (3.52)	\$16,853 (3.37)	\$16,718 (3.34)	\$16,720 (3.34)	\$15,612 (3.12)
<b>Residential Hmstd:</b>	EMV \$200,000	<b>Ag Hmstd Land:</b>	EMV \$200,000	<b>Commercial</b>	EMV \$500,000			
1st \$500,000: 1.00%	HMVE \$19,240	1st \$1,940,000:	TMV \$200,000	1st \$150,000:	TMV \$500,000			
Over \$500,000: 1.25%	TMV \$180,760	0.50%	NTC \$1,000	1.50%	NTC \$9,250			
	NTC \$1,807.60	Over \$1, 940,000:		Over \$150,000:	RMV \$500,000			
	RMV \$200,000	1.00%		2.00%				
				State NTC	\$7,750			
				Tier 1 First \$100,000	\$0			
				Tier 2 Next \$50,000	\$750			
				Tier 3 Over \$150,000	\$7,000			
	3106	3303	3114	3042	2852	2915	2982	2950
	2718	2865	2708	2642	2521	2530	2594	2511
	1807.60	1807.60	1807.60	1807.60	1807.60	1807.60	1807.60	1807.60
	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000
	19,550	20,742	19,886	19,653	18,548	18,687	18,704	17,853
	17,564	18,504	17,811	17,606	16,853	16,718	16,720	15,612
	9250	9250	9250	9250	9250	9250	9250	9250
	9250	9250	9250	9250	9250	9250	9250	7750
	500000	500000	500000	500000	500000	500000	500000	500000
	1532	1640	1531	1527	1419	1459	1482	1478
	1317	1398	1307	1306	1236	1246	1268	1236
	1000	1000	1000	1000	1000	1000	1000	1000

## Freeport City Summary of Tax Information (2011 to 2018 Payable Years)

	<u>2011 Payable</u>	<u>2012 Payable</u>	<u>2013 Payable</u>	<u>2014 Payable</u>	<u>2015 Payable</u>	<u>2016 Payable</u>	<u>2017 Payable</u>	<u>2018 Payable TNT</u>
<b>Levy</b>	\$374,268	\$340,768	\$390,000	\$397,500	\$365,500	\$431,000	\$445,300	\$479,500
<b>Tax Capacity Non JobZ</b>	\$461,593	\$389,138	\$489,809	\$484,109	\$494,388	\$535,655	\$552,199	\$591,530
<b>Rural Service District</b>	\$10,196.50	\$10,087.50	\$10,067	\$10,393.50	\$10,948	\$11,337	\$11,318	\$4,409
<b>City Tax Capacity Rate</b>	0.81783689	0.86374890	0.80332632	0.82834217	0.74499684	0.81116694	0.81576488	0.81410132
<b>Tax Examples:</b>	<b>City Tax</b>	<b>City Tax</b>	<b>City Tax</b>	<b>City Tax</b>	<b>City Tax</b>	<b>City Tax</b>	<b>City Tax</b>	<b>City Tax</b>
Tax Res Hmstd	\$1,478	\$1,561	\$1,452	\$1,497	\$1,347	\$1,466	\$1,475	\$1,472
Tax Ag Hmstd Land	\$818	\$864	\$803	\$828	\$745	\$811	\$816	\$814
Tax Comm	\$7,565	\$7,990	\$7,431	\$7,662	\$6,891	\$7,503	\$7,546	\$7,530
<b>Residential Hmstd:</b>	EMV \$200,000	<b>Ag Hmstd Land:</b>	EMV \$200,000	<b>Commercial</b>	EMV \$500,000			
1st \$500,000: 1.00%	HMVE \$19,240	1st \$1,940,000:	TMV \$200,000	1st \$150,000:	TMV \$500,000			
Over \$500,000: 1.25%	TMV \$180,760	0.50%	NTC \$1,000	1.50%	NTC \$9,250			
	NTC \$1,807.60	Over \$1,940,000:		Over \$150,000:	RMV \$500,000			
	RMV \$200,000	1.00%		2.00%				
				State NTC	\$7,750			
				Tier 1 First \$100,000	\$0			
				Tier 2 Next \$50,000	\$750			
				Tier 3 Over \$150,000	\$7,000			
	1807.60	1807.60	1807.60	1807.60	1807.60	1807.60	1807.60	1807.60
	1000	1000	1000	1000	1000	1000	1000	1000
	9250	9250	9250	9250	9250	9250	9250	9250

### Levy Comparisons (2017 Final vs 2018 Preliminary)

Levy Description	Final	Preliminary	Change	
	2017	2018	Amount	%
General Fund Levy (Fund 101)	\$246,800	\$275,000	\$28,200	11.4%
EDA Levy (Fund 300)	\$10,000	\$10,000	0	0.0%
2013 GO Bonds Levy (Fund 326)	\$93,500	\$94,500	\$1,000	1.1%
2016 GO Bonds Levy (Fund 331)	\$95,000	\$100,000	\$5,000	5.3%
Total Levy	445,300	479,500	34,200	7.7%

During the preliminary budget meeting, Joan and I proposed:

Levy Description	Final	Proposed	Change	
	2017	2018	Amount	%
General Fund Levy (Fund 101)	\$246,800	\$250,000	\$3,200	1.3%
EDA Levy (Fund 300)	\$10,000	\$10,000	0	0.0%
2013 GO Bonds Levy (Fund 326)	\$93,500	\$94,500	\$1,000	1.1%
2016 GO Bonds Levy (Fund 331)	\$95,000	\$100,000	\$5,000	5.3%
Total Levy	445,300	454,500	9,200	2.1%

At the time this was proposed Joan felt comfortable stating that this budget/levy would comfortably cover the City's expenses for 2018 . This included a \$72,000 addition to the Street sinking fund. \$30,000 in the Street Light fund. \$5,000 for the south side park. \$3,000 for the winter rec program.

I would recommend keeping the General Fund Levy at or slightly above the \$250,000 in the event we would have to acquire additional accounting help during Doug's first year from Joan or Joe Rigdon who helped Joan initially.

When speaking with Jeff he stated that if we would keep our general levy the same as last year, \$246,800, residents would likely see a decrease in their taxes by 6-7%. If we kept the general levy at the preliminary levy of \$275,000 residents would see a bit of an increase in their taxes.

If you want to keep Payable 2018---Revenue 2018 close to previous years of .45

Freeport could lower the the General Levy amount to \$265,000:

Payable 2018---Revenue:  $\$265,000 / (591530 - 4409) = 0.45135502$

“As I see it, if a property's value does not increase, then the city taxes will be about the same. Your levy change is similar to the change in the tax base this year. Any time spending increases, the tax rate increases unless it is offset by an increase in the size of the tax base due to general market activity, new construction, credits, and new tax laws. These moving pieces are part of the reason why taxes go up and down. To say that taxes will be the same if your value did not change is misleading because most property owners did experience a change in valuation. The important point is that the tax rate did not increase even though spending increased. Property owners will likely see some increase in tax since your levy went up 7.65% over last year. Had your levy stayed the same, there would have been a slight decrease because there is a larger tax base given the changes previously noted.”- Jeff Johnson

# Memo

---

From: Douglas Petersen, Deputy Treasurer

To: Freeport City Council

Date: December 19, 2017

Re: 2018 Final Budget

---

The following budget pages show the 2018 approved preliminary budget and changes made to arrive at the final budget for your approval. A proposed resolution to adopt the final budget & levy is included with this packet (after the budget pages).



12/13/17  
10:24:07

CITY OF FREEPORT  
Expenditure Budget Report -- Multi Year Actuals  
For the Year: 2018

Page: 1 of 5  
Report ID: B240

101 General Fund		Actuals				Current	%	Prelim.	Budget	Final	% Old
Account	Object	2014	2015	2016	2017	Budget	Exp.	Budget	Changes	Budget	Budget
						2017	2017	18	18	18	18
<b>41000 GENERAL GOVERNMENT</b>											
200	Postage	367	687	195	431	300	144%	450		450	150%
210	Operating Supplies	789	2,457	1,153	898	2,000	45%	2,000		2,000	100%
220	Repair & Maint. Supplies	354	478	214	287	750	38%	750		750	100%
300	Professional Services	4,137	15,172	6,902	3,045	6,000	51%	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	5,006	10,884	5,335	3,841	5,000	77%	5,000		5,000	100%
305	Legal Prosecution	1,055				500	0%	500		500	100%
320	Telephone	2,192	1,991	1,965	1,265	1,888	67%	1,550		1,550	82%
	2017 removed fax line from budget										
350	Notices & Publication	1,375	1,849	734	713	1,300	55%	1,000		1,000	77%
	2015 includes employee hiring announcements, etc.										
351	Periodicals	436	223	38	240	260	92%			0	0%
	2017: removed St Cloud Times \$240, added Beacon & Herald \$260; Beacon & Herald pd for 3 yrs in 2017										
361	Liability Insurance	8,457	7,327	7,137	12,004	7,226	166%	7,600		7,600	105%
381	Electric	1,901	1,897	2,207	1,423	2,300	62%	2,300		2,300	100%
410	Rentals	2,527	2,034	2,022	2,020	2,200	92%	2,200		2,200	100%
	Ameripride \$660, Marco \$1,300, Finken \$180										
430	Miscellaneous	6,717	112	500	12	350	3%	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	3,480	3,244	3,945	578	3,415	17%	3,450		3,450	101%
	Black Mountain \$2,800, Stearns Cnty Beacon \$60, MAOSC \$440, Freeport Chamber \$150										
	2016 includes 1-time charge of \$630 for Black Mountain payroll setup										
434	League Dues	771	812	840	840	870	97%	870		870	100%
570	Office Equip & Furnishing	1,030				0	0%			0	0%
	Account:	40,594	49,167	33,187	27,597	34,359	80%	34,020	0	34,020	99%
<b>41100 Legislative (Council/Board)</b>											
100	Wages and Salaries	3,995	5,090	4,670	2,475	4,320	57%	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%	248	316	290	153	268	57%	268		268	100%
	101.41100.100 x 6.2%										
122	Cities Share MED 1.45%	58	74	68	36	64	56%	63		63	98%
	101.41100.100 x 1.45%										
330	Training	315	903		884	890	99%	890		890	100%
	Newly elected officials training										
335	Mealage & Reimb Exp	34	160		151	306	49%	287		287	94%
	Newly elected officials training										

12/13/17  
10:24:07

CITY OF FREEPORT  
Expenditure Budget Report -- Multi Year Actuals  
For the Year: 2018

Page: 2 of 5  
Report ID: B240

		Actuals				Current	%	Prelim.	Budget	Final	% Old
Account	Object	2014	2015	2016	2017	Budget	Exp.	Budget	Changes	Budget	Budget
						2017	2017	18	18	18	18
101 General Fund											
360 Workers Comp Insurance		69	59	23	7	100	7%	50		50	50%
Account:		4,719	6,602	5,051	3,706	5,948	62%	5,878	0	5,878	99%
41300 Executive (Mayor/Manager)											
100 Wages and Salaries		1,200	1,825	1,405	930	1,590	58%	1,590		1,590	100%
Regular mtgs \$95 x 12 mtgs = \$1,140											
Special mtgs \$75 x 6 mtgs = \$450											
121 Cities FICA 6.2%		74	113	87	58	90	64%	99		99	110%
101. 41300. 100 x 6.2%											
122 Cities Share MED 1.45%		17	26	20	13	21	62%	23		23	110%
101. 41300. 100 x 1.45%											
330 Training		329				300	0%	300		300	100%
335 Mileage & Reimb Exp		98				117	0%	110		110	94%
433 Dues		30	30	30		35	0%	35		35	100%
MN Mayors Membership Dues											
Account:		1,748	1,994	1,542	1,001	2,153	46%	2,157	0	2,157	100%
41400 Clerk											
100 Wages and Salaries		52,215	48,294	44,631	43,967	46,799	94%	47,943		47,943	102%
103 Assistant's Wages		21,723	16,836	19,311	17,463	18,720	93%	21,321		21,321	114%
105 Misc Compensation			8,701	5,646	4,846	5,655	86%	5,102		5,102	90%
Health Insurance											
120 Cities Share PERA		6,737	3,717	4,795	4,610	5,338	86%	5,195		5,195	97%
121 Cities FICA 6.2%		5,734	4,230	4,314	4,109	4,413	93%	4,611		4,611	104%
122 Cities Share MED 1.45%		1,341	989	1,009	961	1,032	93%	1,078		1,078	104%
130 Health Insurance		10,000	833	3,679	3,756	3,354	112%	3,898		3,898	116%
131 Life Insurance		24	29	24	22	24	92%	24		24	100%
140 Unemployment Compensation			9,367	1,653		0	0%			0	0%
Former Clerk who terminated April 2015											
320 Telephone		170				0	0%			0	0%
330 Training		1,414	2,034	1,845	20	3,735	1%	2,465		2,465	66%
LMC conf x 2 (Reg \$500), LMC regional mtgs (Reg \$45), MCFOA conf x 2 (Reg \$600 + Hotel \$1200), MCFOA region 3 mtgs (Reg \$120)											
335 Mileage & Reimb Exp		509	516	411		912	0%	550		550	60%
LMC conf (\$195), LMC regional mtgs (\$35), MCFOA conf (\$110), MCFOA region 3 mtgs (\$100) + Other \$110											
360 Workers Comp Insurance		471	501	389	323	700	46%	700		700	100%
433 Dues		240	190	250	240	270	89%	270		270	100%
MCFOA \$90, IIMC \$180											
Account:		100,578	96,237	87,957	80,317	90,952	88%	93,157	0	93,157	102%
41450 Elections											
105 Misc Compensation		2,100		1,669		0	0%	1,792		1,792	*****
2018 election year											
210 Operating Supplies		20	415	476	427	415	103%	1,570		1,570	378%
Election equipment maintenance is annual county charge. County is purchasing new election equipment & we will be charged \$1500 per year from now on. Also budgeting \$70 for other supplies.											

12/13/17  
10:24:07

CITY OF FREEPORT  
Expenditure Budget Report -- Multi Year Actuals  
For the Year: 2018

Page: 3 of 5  
Report ID: B240

101 General Fund		Actuals				Current	%	Prelim.	Budget	Final	% Old
Account	Object	2014	2015	2016	2017	Budget 2017	Exp. 2017	Budget 18	Changes 18	Budget 18	Budget 18
335	Mileage & Reimb Exp 2018 election year	538		320		0	0%	350		350	*****%
350	Notices & Publication 2018 election year	67		388		0	0%	400		400	*****%
	Account:	2,725	415	2,853	427	415	103%	4,112	0	4,112	991%
41500	Auditor										
300	Professional Services BerganKDV & Schlenner Wenner assistance, Stearns County Treasurer audit confirmations	7,625	12,944	3,825	150	3,000	5%	1,000		1,000	33%
301	Audit Schlenner Wenner audit svcs	14,035	12,750	14,650	13,550	13,550	100%	13,960		13,960	103%
302	Legal Consulting Dymoke auditor's letter	75	110	110		110	0%	115		115	105%
	Account:	21,735	25,804	18,585	13,700	16,660	82%	15,075	0	15,075	90%
41550	Assessor										
304	Assessing Fees	4,871	4,422	4,696	4,812	5,000	96%	5,000		5,000	100%
	Account:	4,871	4,422	4,696	4,812	5,000	96%	5,000	0	5,000	100%
41800	Planning / Zoning										
300	Professional Services	5,321	60			1,000	0%	1,000		1,000	100%
350	Notices & Publication	176				250	0%	250		250	100%
429	County Recording Fees			138		0	0%			0	0%
	Account:	5,497	60	138		1,250	0%	1,250	0	1,250	100%
42050	Building Official										
310	Contractor 2016 includes unusually large building permits: Sacred Heart gym and Albany Stone	4,341	2,262	13,483		4,000	0%	4,000		4,000	100%
436	State Surcharge 2016 includes unusually large building permits: Sacred Heart gym and Albany Stone	138	78	571	521	200	261%	600		600	300%
	Account:	4,479	2,340	14,054	521	4,200	12%	4,600	0	4,600	110%
42200	Fire & Rescue										
700	Transfers 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.		42,225	40,224	39,924	39,924	100%	40,207		40,207	101%
	Account:		42,225	40,224	39,924	39,924	100%	40,207	0	40,207	101%
43000	Public Works										
100	Wages and Salaries	52,153	48,413	41,428	39,881	43,740	91%	42,119		42,119	96%
103	Assistant's Wages	25,573	27,211	2,983	1,793	10,400	17%	5,360		5,360	52%
105	Misc Compensation		12,611			0	0%			0	0%
120	Cities Share PERA	7,360	4,543	3,331	2,431	4,061	60%	3,159		3,159	78%
121	Cities FICA 6.2%	6,262	4,738	2,753	2,607	3,356	78%	2,944		2,944	88%

12/13/17  
10:24:07

CITY OF FREEPORT  
Expenditure Budget Report -- Multi Year Actuals  
For the Year: 2018

Page: 4 of 5  
Report ID: B240

101 General Fund

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		2014	2015	2016	2017	Budget	Exp.	Budget	Changes	Budget	Budget
						2017	2017	18	18	18	18
122	Cities Share MED 1.45%	1,464	1,108	644	610	784	78%	689		689	88%
130	Health Insurance	12,500	1,667	10,227	8,625	9,000	96%	9,000		9,000	100%
131	Life Insurance	24	15	26	19	24	79%	24		24	100%
240	Clothing Replacement	421	624	241		200	0%	200		200	100%
330	Training		290			200	0%	100		100	50%
	LMC Safety & Loss Control Workshop + other possible trainings										
333	Physicals				75	0	***%			0	0%
335	Mileage & Reimb Exp	67	173	98		100	0%	100		100	100%
360	Workers Comp Insurance	5,300	5,822	2,585	2,740	5,000	55%	3,000		3,000	60%
700	Transfers			10,000	10,000	10,000	100%	10,000		10,000	100%
	Set aside funds for future equipment purchases										
	Account:	111,124	107,215	74,316	68,781	86,865	79%	76,695	0	76,695	88%
43100	Highways, Streets & Roadways										
210	Operating Supplies	1,637	1,485	983	1,255	2,000	63%	2,000		2,000	100%
215	Gas & Oil	5,060	2,925	3,184	3,000	4,500	67%	4,000		4,000	89%
220	Repair & Maint. Supplies	1,359	2,522	887	7,643	2,000	382%	2,500		2,500	125%
225	Street Materials	8,384	7,563	10,633	5,693	8,300	69%	6,300		6,300	76%
	Crack sealing \$5,000, dust control \$800, road patch \$500										
	2016 includes \$5,328 for shoulder seal coat done by County										
300	Professional Services			1,812	72	0	***%			0	0%
	2016: SEH fees for Industrial Park paving project										
311	Outside Maintenance		233	773	9,212	5,000	184%	5,000		5,000	100%
	2017: \$3400 mow brush around holding pond, \$2700 new lab room @ maint shop, \$2176 clean out ditch & add topsoil										
320	Telephone	2,575	2,219	712	647	750	86%	750		750	100%
	Currently paying \$60 per month for cell phone										
350	Notices & Publication	214	116		30	0	***%			0	0%
361	Liability Insurance	2,038	2,058	2,035	3,881	2,026	192%	2,400		2,400	118%
381	Electric	1,509	1,222	1,166	958	1,500	64%	1,500		1,500	100%
382	Heating Gas	1,044	700	554	571	1,500	38%	1,500		1,500	100%
383	Garbage	1,514	1,506	1,712	1,373	1,680	82%	1,680		1,680	100%
	\$140 x 12 months										
401	Truck Repairs	2,866	12,318	4,108	3,104	4,500	69%	4,500		4,500	100%
	2015 includes repairs on Public Works truck										
410	Rentals	141	152	96	80	250	32%	250		250	100%
430	Miscellaneous	651	13,000	6,696	4,556	950	480%	950		950	100%
	2015 was for Sauk River Watershed District assessments										
	2016 was for Christmas banners & garland - offset by Lions donation in 101.36230										
	2017 \$557 is for 'Welcome to Freeport' banners, \$3999 is for Sauk River Watershed District assessment										
431	Permits/License	37	345	345	345	500	69%	345		345	69%
	Annual permit fee to Minnesota Pollution Control										
433	Dues	107		107	106	150	71%	150		150	100%
	Annual vehicle registration										
510	Capital Expenditures	50,211				0	0%			0	0%
	2014 includes plow truck purchase										
700	Transfers			70,000	70,000	70,000	100%	72,000		72,000	103%
	Set aside funds for future street improvement										
	Account:	79,347	48,364	105,803	112,526	105,606	107%	105,825	0	105,825	100%

12/13/17  
10:24:07

CITY OF FREEPORT  
Expenditure Budget Report -- Multi Year Actuals  
For the Year: 2018

Page: 5 of 5  
Report ID: B240

101 General Fund		Actuals				Current	%	Prelim.	Budget	Final	% Old
Account	Object	2014	2015	2016	2017	Budget	Exp.	Budget	Changes	Budget	Budget
						2017	2017	18	18	18	18
<hr/>											
43160	Street Lighting										
300	Professional Services	168	32	32	578	500	116%	300		300	60%
311	Outside Maintenance	3,673	1,261	905	430	1,000	43%	1,200		1,200	120%
381	Electric	17,968	19,059	19,572	15,609	18,000	87%	20,000		20,000	111%
700	Transfers				10,000	10,000	100%	30,000		30,000	300%
	Set aside funds for future street light purchases										
	2017 note: want to set aside more per year in future years										
	Account:	21,809	20,352	20,509	26,617	29,500	90%	51,500	0	51,500	175%
45100	Recreation										
210	Operating Supplies					3,000	0%	3,000		3,000	100%
	Winter rec program										
	Account:					3,000	0%	3,000	0	3,000	100%
45200	Parks										
210	Operating Supplies	37	4,765	48	196	500	39%	500		500	100%
	Paper towels, toilet paper, soap										
	2015 includes bagger/thatcher										
220	Repair & Maint. Supplies	1,441	2,447	2,372	32,432	2,000	***%	2,500		2,500	125%
260	Park Maintenance			273	451	1,200	38%	1,000		1,000	83%
	Mulch, playground equipment										
361	Liability Insurance	5,007	5,239	5,342	9,016	5,111	176%	5,400		5,400	106%
435	SR Citizen Building	16	525	1,732	3,557	3,000	119%	3,000		3,000	100%
	2017 Vinyl plank flooring & water heater										
700	Transfers				5,000	5,000	100%	5,000		5,000	100%
	Set aside funds for future south end park										
	Account:	6,501	12,976	9,767	50,652	16,811	301%	17,400	0	17,400	104%
49360	Tranfers to Other Funds										
700	Transfers	39,106				0	0%			0	0%
	Account:	39,106				0	***%	0	0	0	0%
	Fund:	444,833	418,173	418,682	430,581	442,643	97%	459,876	0	459,876	104%
											%
	Grand Total :	444,833	418,173	418,682	430,581	442,643		459,876	0	459,876	

12/13/17  
10: 26: 40

CITY OF FREEPORT  
Revenue Budget Report -- Multi Year Actuals  
For the Year: 2018

Page: 1 of 3  
Report ID: B250

101 General Fund										
Account	Actuals				Current	%	Prelim.	Budget	Final	% Old
	2014	2015	2016	2017	Budget 2017	Rec. 2017	Budget 18	Change 18	Budget 18	Budget 18
31000 General Property Taxes	224,645	194,203	236,666	131,419	246,800	53%	275,000		275,000	111%
Group:	224,645	194,203	236,666	131,419	246,800	53%	275,000	0	275,000	111%
31800 Other Taxes										
31810 Franchise Fees	3,245	3,539	5,137		3,000	0%	3,000		3,000	100%
Group:	3,245	3,539	5,137		3,000	0%	3,000	0	3,000	100%
32100 Liquor Licenses										
32100 Liquor Licenses	8,145	8,115	8,090	8,130	8,100	100%	8,100		8,100	100%
Group:	8,145	8,115	8,090	8,130	8,100	100%	8,100	0	8,100	100%
32200 Special Events										
32200 Special Events			40	769	0	***%			0	0%
32210 Building Permits	6,836	2,759	15,172	7,626	500	***%	500		500	100%
32230 Zoning Permit	300	125	575	75	200	38%	200		200	100%
32231 Pet License	40	88	60	55	25	220%	25		25	100%
Group:	7,176	2,972	15,847	8,525	725	***%	725	0	725	100%
32300 Gambling Licenses										
32300 Gambling Licenses	90	125	230	100	100	100%	100		100	100%
Group:	90	125	230	100	100	100%	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)	108,215	110,589	111,311	55,820	111,640	50%	115,291		115,291	103%
33402 HACA (Homestead Credit)	395	670	852	423	400	106%	400		400	100%
33431 Small City Transportation		14,466			0	0%			0	0%
During 2017 session, Legislature funded 2017 & 2018. Recorded those years in 417.33431 Street Improvements Fund.										
Group:	109,020	126,135	112,573	56,448	112,450	50%	116,101	0	116,101	103%
34000 Charges for Services										
34000 Charges for Services	166	665	835	870	100	870%	100		100	100%
Group:	166	665	835	870	100	870%	100	0	100	100%
35100 Fines										
35100 Fines	3,074	2,075	1,933	1,220	1,500	81%	1,500		1,500	100%
Group:	3,074	2,075	1,933	1,220	1,500	81%	1,500	0	1,500	100%

12/13/17  
10:26:40

CITY OF FREEPORT  
Revenue Budget Report -- Multi Year Actuals  
For the Year: 2018

Page: 2 of 3  
Report ID: B250

101 General Fund										
Account	Actuals				Current	%	Prelim.	Budget	Final	% Old
	2014	2015	2016	2017	Budget	Rec.	Budget	Change	Budget	Budget
					2017	2017	18	18	18	18
36100 Special Assessments	323	2,739			675	0%			0	0%
Group:	323	2,739			675	0%	0	0	0	0%
36200 Miscellaneous Revenues										
36200 Miscellaneous Revenues	4,149	311	1,885	100	1,140	9%	1,140		1,140	100%
2016 includes \$1875 from Albany Mutual Telephone										
36210 Interest Earnings	2,855	2,938	3,009	5,528	2,500	221%	3,000		3,000	120%
36220 Rents and Royalties	1,605	1,500	1,500		1,500	0%	1,500		1,500	100%
36230 Donations - Private			6,696	32,000	0	***%			0	0%
2016: from Lions for Christmas decorations										
2017: from Lions for Lions Park										
36240 Insurance Claims		678			0	0%			0	0%
36250 Insurance Dividends	3,207	6,286	9,459		5,000	0%	5,000		5,000	100%
36280 Sale of Equipment	7,600				0	0%			0	0%
Group:	19,416	11,713	22,549	37,628	10,140	371%	10,640	0	10,640	104%
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	18,311	1,696			0	0%			0	0%
2015 was to close remainder of fund 315 to fund 101										
2014 was to close several funds to fund 101										
Group:	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	40,000	40,000	40,000	41,000	41,000	100%	41,000		41,000	100%
Group:	40,000	40,000	40,000	41,000	41,000	100%	41,000	0	41,000	100%
39800 Transfer From WasteWater										
39800 Transfer From WasteWater	40,000	40,000	40,000	41,000	41,000	100%	41,000		41,000	100%
Group:	40,000	40,000	40,000	41,000	41,000	100%	41,000	0	41,000	100%
Fund:	482,111	442,477	492,360	334,840	474,090	71%	505,766	0	505,766	106%
Grand Total :	482,111	442,477	492,360	334,840	474,090		505,766	0	505,766	

12/13/17  
10:29:39

CITY OF FREEPORT  
Expenditure Budget Report -- Multi Year Actuals  
For the Year: 2018

Page: 1 of 1  
Report ID: B240

225 AFSA Fund

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		2014	2015	2016	2017	Budget	Exp.	Budget	Changes	Budget	Budget
						2017	2017	18	18	18	18
42200	Fire & Rescue										
100	Wages and Salaries	6,756	7,752	6,396	14,940	7,000	213%	7,000		7,000	100%
115	Drills	12,138	7,638	11,172		8,000	0%	12,000		12,000	150%
	Every other year there are more drills										
116	Fire Calls	2,370	5,700	7,416	6,768	5,000	135%	5,000		5,000	100%
117	Rescue Calls	6,348	5,340	5,832	8,292	6,500	128%	6,500		6,500	100%
121	Cities FICA 6.2%	1,712	1,629	1,911	1,860	2,046	91%	1,900		1,900	93%
122	Cities Share MED 1.45%	400	381	447	435	480	91%	450		450	94%
210	Operating Supplies	12,447	9,339	12,762	1,944	7,000	28%	8,000		8,000	114%
215	Gas & Oil	1,429	1,142	1,565	1,307	2,500	52%	2,500		2,500	100%
220	Repair & Maint. Supplies	3,699	1,213	2,070	1,107	3,000	37%	3,000		3,000	100%
240	Clothing Replacement	557	3,552			2,000	0%	2,000		2,000	100%
245	Radio/Pager Repair	350	336	1,499	673	1,500	45%	1,500		1,500	100%
300	Professional Services		400	670	779	400	195%	400		400	100%
	FEMA grant writer										
301	Audit	565		3,790	3,815	3,600	106%	3,800		3,800	106%
302	Legal Consulting	1,940	3,728			500	0%	500		500	100%
315	Fire Dept Aid 2%	17,793	19,118	19,603	19,281	14,183	136%	14,226		14,226	100%
	= to amount budgeted to receive from State (225.33400) + annual relief association contribution										
320	Telephone	892	877	881	1,098	875	125%	900		900	103%
330	Training	3,641	2,435	3,000	3,375	3,500	96%	3,500		3,500	100%
332	State/Chief Conference		250	600	600	750	80%	750		750	100%
333	Physicals	545	545	565	540	600	90%	600		600	100%
335	Mileage & Reimb Exp	10		766	843	250	337%	750		750	300%
360	Workers Comp Insurance	3,436	3,823	3,650	2,807	5,000	56%	5,000		5,000	100%
361	Liability Insurance	3,110	3,441	3,032	4,670	6,000	78%	6,000		6,000	100%
381	Electric	2,063	1,823	1,632	1,413	2,250	63%	2,250		2,250	100%
382	Heating Gas	1,545	891	982	1,014	1,750	58%	1,750		1,750	100%
383	Garbage	345	339	647	294	350	84%	350		350	100%
401	Truck Repairs	1,909	5,518	9,187	1,262	5,000	25%	5,000		5,000	100%
430	Miscellaneous	302	82	2,733	1,000	500	200%	500		500	100%
433	Dues	40	270	278	558	350	159%	350		350	100%
550	Motor Vehicles				418,168	0	***%			0	0%
560	Furniture and Fixtures				9,108	0	***%			0	0%
580	Other Equipment		591			0	0%			0	0%
700	Transfers	-30,526	3,500	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:		55,816	91,653	106,586	511,451	94,384	542%	99,976	0	99,976	106%
Fund:		55,816	91,653	106,586	511,451	94,384	542%	99,976	0	99,976	106%
Grand Total:		55,816	91,653	106,586	511,451	94,384		99,976	0	99,976	



12/13/17  
10:34:08

CITY OF FREEPORT  
Revenue Budget Report -- Multi Year Actuals  
For the Year: 2018

Page: 1 of 1  
Report ID: B250

225 AFSA Fund										
Account	Actuals				Current	%	Prelim.	Budget	Final	% Old
	2014	2015	2016	2017	Budget	Rec.	Budget	Change	Budget	Budget
					2017	2017	18	18	18	18
33400 State Grants & Aid/PERA										
33400 State Grants & Aid/PERA	15,736	17,020	19,863	17,098	12,000	142%	12,000		12,000	100%
All funds received are paid back out to the relief association - see 225.42200.315										
33420 State Fire Dept Aid			7,208	3,800		0 ***%	4,000		4,000	****%
Training & education reimbursements										
Group:	15,736	17,020	27,071	20,898	12,000	174%	16,000	0	16,000	133%
33600 Grants & Aids from Local Government										
33621 County Fire Dept Aid				200		0 ***%			0	0%
Group:				200		0 ***%	0	0	0	0%
34200 Public Safety										
34202 Fire Contract	70,841	89,700	85,084	84,448	84,449	100%	85,048		85,048	100%
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	1,700	2,880	3,233	3,582	250	***%	500		500	200%
34205 Rescue Revenues	-2,982	11,650	8,990	5,422	5,250	103%	5,250		5,250	100%
Group:	69,559	104,230	97,307	93,452	89,949	104%	90,798	0	90,798	100%
36200 Miscellaneous Revenues										
36200 Miscellaneous Revenues	1,890	3,275			1,000	0%	1,000		1,000	100%
36210 Interest Earnings	2,206	2,640	3,927	1,962		0 ***%	1,000		1,000	****%
Majority of cash will be used to purchase fire truck in 2017, therefore interest will be less in 2018										
36230 Donations - Private	6,130	3,200	6,717	23,717	3,000	791%	3,000		3,000	100%
Group:	10,226	9,115	10,644	25,679	4,000	642%	5,000	0	5,000	125%
39400 Transfer from General										
39400 Transfer from General		42,225	40,224	39,924	39,924	100%	40,207		40,207	100%
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	39,924	39,924	100%	40,207	0	40,207	100%
Fund:	95,521	172,590	175,246	180,153	145,873	123%	152,005	0	152,005	104%
Grand Total :	95,521	172,590	175,246	180,153	145,873		152,005	0	152,005	