



FREEPORT AREA FIRE SERVICE

104 4th Street NW, PO Box 151 • Freeport, MN 56331

Phone: 320-836-2411 • Fax: 320-836-2413

Freeport City Hall Phone: 320-836-2112

February 6, 2020

Dear Local Government Officials,

The annual meeting of the Area Fire Service Association will be held Tuesday, February 18th at 7:00 pm in Freeport City Hall (125 Main Street East). Along with this letter are the following materials for your review:

2019 Financial Report (pg 2)
2021 Proposed Expenditures (pg 3-4)
Building & Equipment Funding Schedule (pg 5)
Vehicle Funding Schedule (pg 6)
2021 Proposed Revenues (pg 7)
Division of Costs among Townships & Cities (pg 8)
Call Totals (pg 9-10)

Feel free to contact me directly with any questions, or if you want to add something to the agenda (see below for proposed meeting agenda). Thank you.

Sincerely,

Joan Wall, City of Freeport Clerk-Treasurer

joan@freeportmn.org

(320) 836-2112

Proposed Meeting Agenda

- I. Call to Order
- II. Roll Call
- III. New Business
 - a. 2019 Financial Report (prelim)
 - b. 2021 Budget Approval
- IV. Adjourn

February 18, 2020 AFSA Meeting

City of Freeport
AFSA Fund
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Twelve Months Ended December 31, 2019 (Unaudited)

	Final Budget 2019	Year-to-Date Amount 12/31/19	Year-to-Date % of Budget 12/31/19	Variance With Final Budget
REVENUES:				
State Grants & Aid	16,500	29,850	180.9%	13,350
Grants & Aids from Local Governmental Units	0	0	N/A	0
Public Safety	94,710	104,138	110.0%	9,428
Miscellaneous	5,000	26,145	522.9%	21,145
Total Revenues	116,210	160,132	137.8%	43,922
EXPENDITURES:				
Salaries & Benefits	30,042	31,882	106.1%	(1,840)
Supplies	18,000	60,101	333.9%	(42,101)
Professional Services	5,150	9,371	182.0%	(4,221)
Fire Dept Aid	16,500	19,986	121.1%	(3,486)
Training	6,300	16,041	254.6%	(9,741)
Insurance	11,000	7,117	64.7%	3,883
Utilities	5,500	6,148	111.8%	(648)
Repairs	5,000	10,146	202.9%	(5,146)
Miscellaneous	1,000	3,310	331.0%	(2,310)
Total Expenditures	98,492	164,102	166.6%	(65,610)
Excess of Revenues				
Over (Under) Expenditures	17,718	(3,970)	-22.4%	(21,688)
OTHER SOURCES (USES):				
Transfers In	42,056	42,056	100.0%	0
Transfers Out	(3,500)	(3,500)	100.0%	0
Total Other Sources (Uses)	38,556	38,556	100.0%	0
Excess of Revenues & Other Sources				
Over (Under) Expenditures & Other Uses	56,274	34,586	61.5%	(21,688)

FUND BALANCES:

January 1	253,939
December 31	288,525

	Balance 2018	Balance 2019
CASH:		
January 1	154,140	599,540
Increase (Decrease) in Cash	445,400	(323,558)
December 31, 2018/December 31, 2019	599,540	275,981

Cash Breakdown:

Truck Fund	48,171	100,412
Bldg/Equip Fund	15,655	17,459
Turnout Gear	80,008	0
Stearns Electric Association loan	360,000	0
Unallocated Reserve	95,706	158,110
	599,540	275,981

Expenditures - page 1 of 2

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CITY OF FREEPORT
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2021

Page: 1 of 2
Report ID: B240B

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	%
		2017	2018	2019	2020	Budget	Exp.	Budget	Changes	Budget	Budget
						2020	2020	21	21	21	21

225 AFSA Fund											
42200 Fire & Rescue											
100	Wages and Salaries	7,380	7,788	4,380		4,400	0%	4,400		4,400	100%
115	Training	9,552	17,274	15,012		11,000	0%	16,200		16,200	147%
	2018 & 2019 were high because there were 4 new firefighters going through training										
116	Fire Calls	5,472	3,240	3,516		5,000	0%	3,800		3,800	76%
117	Rescue Calls	7,596	7,524	6,708		8,600	0%	7,300		7,300	85%
121	Cities FICA 6.2%	1,860	2,221	1,836		1,798	0%	1,965		1,965	109%
	31,700 estimated wages x FICA rate										
122	Cities Share MED 1.45%	435	520	429		420	0%	460		460	110%
	31,700 estimated wages x Medicare rate										
210	Operating Supplies	2,008	10,189	1,506		9,000	0%	4,000		4,000	44%
	2018: \$4,672 is offset by Albany Telephone donation from 2017 (B&E Fund)										
215	Gas & Oil	1,424	1,488	1,155		2,500	0%	2,500		2,500	100%
220	Repair & Maint. Supplies	1,107	904	965		3,000	0%	3,000		3,000	100%
240	Clothing Replacement	9	230	55,219		2,000	0%	7,000		7,000	350%
	2019: purchased 23 sets of turnout gear										
	2020: turnout gear for 3 new firefighters										
245	Radio/Pager Repair	713	568	1,258		1,500	0%	1,500		1,500	100%
300	Professional Services	1,104	2,412	1,774		2,000	0%	3,000		3,000	150%
	FEMA grant writer, Expert T Billing, Schlenner Wenner quarterly payroll reporting for Relief Assoc										
301	Audit	3,815	3,995	4,125		4,400	0%	4,400		4,400	100%
302	Legal Consulting		173	60		500	0%	500		500	100%
311	Outside Maintenance			3,412		0	0%			0	0%
	2019: dehumidification system at fire hall and LED lights										
315	Fire Dept Aid 2%	19,281	19,578	19,986		18,000	0%	23,100		23,100	128%
	= to amount budgeted to receive from State (225.33400) + \$5100 annual relief association contribution										
320	Telephone	1,248	1,133	1,214	76	1,300	6%	1,300		1,300	100%
330	Training	3,375	2,700	10,875		4,000	0%	4,000		4,000	100%
	2019: extra training offset by State reimbursement (225.33420)										
332	State/Chief Conference	600	600	975		900	0%	900		900	100%
333	Physicals	540	1,075	2,066		2,325	0%	300		300	13%
	2020: Budgeted to have someone come to do everyone's physicals at one time every 3 years. Actually happened in 2019.										
	2021: Budgeted for 3 new hires.										
335	Mileage & Reimb Exp	843	1,455	2,125	30	800	4%	2,000		2,000	250%
360	Workers Comp Insurance	3,802	4,116	4,269		5,000	0%	5,000		5,000	100%
361	Liability Insurance	2,683	2,694	2,848		3,000	0%	3,000		3,000	100%
381	Electric	1,759	2,215	2,408		2,250	0%	2,500		2,500	111%
382	Heating Gas	1,281	1,386	1,203		1,750	0%	1,750		1,750	100%
383	Garbage	353	367	301		400	0%	400		400	100%
384	Water		349	1,022		1,000	0%	1,000		1,000	100%
401	Truck Repairs	3,179	9,604	10,146	20	7,000	0%	7,500		7,500	107%
	2019: \$3,600 was to install chevrons on back of trucks. Offset by \$1,000 donation.										

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CITY OF FREEPORT
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2021

Page: 2 of 2
Report ID: B240B

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		2017	2018	2019	2020	Budget	Exp.	Budget	Changes	Budget	Budget
						2020	2020	21	21	21	21
430	Miscellaneous	1,000	1,300	2,900		500	0%	500		500	100%
433	Dues	558	55	410	190	600	32%	600		600	100%
550	Motor Vehicles	424,822				0	0%			0	0%
	2017 new fire truck										
560	Furniture and Fixtures	9,108				0	0%			0	0%
	2017 washer for turnout gear										
700	Transfers	3,500	3,500	3,500		3,500	0%	3,500		3,500	100%
	Transfer to General Fund										
	Account:	520,407	110,653	167,603	316	108,443	0%	117,375	0	117,375	108%
	Fund:	520,407	110,653	167,603	316	108,443	0%	117,375	0	117,375	108%

Building and Equipment Replacement.....	10,000.....	10,300
Vehicle Replacement.....	52,551.....	53,865
Total Expenses + Replacement Funds.....	\$170,994.....	\$181,540

Building & Equipment Replacement Fund Contribution Schedule

Year	Bal 01/01/xx	Contribution Amount	Interest Income	Donations	Purchases	Bal 12/31/xx	Budget Increase	Interest Rate
2015	\$3,444	\$1,159	\$17		\$0	\$4,620	3%	0.5%
2016	\$4,620	\$1,194	\$26		\$0	\$5,841	3%	0.5%
2017	\$5,841	\$1,230	\$53	\$20,892	(\$9,108)	\$18,907	3%	0.85%
2018	\$18,907	\$1,267	\$153		(\$4,672)	\$15,655	3%	0.85%
2019	\$15,655	\$5,004	\$212		(\$3,412)	\$17,459	295%	1.25%
2020	\$17,459	\$10,000	\$281		\$0	\$27,740	100%	1.25%
2021	\$27,740	\$10,300	\$411		\$0	\$38,451	3%	1.25%
2022	\$38,451	\$10,609	\$547		\$0	\$49,607	3%	1.25%
2023	\$49,607	\$10,927	\$826		\$0	\$61,360	3%	1.5%
2024	\$61,360	\$11,255	\$1,005		\$0	\$73,620	3%	1.5%
2025	\$73,620	\$11,593	\$1,191		\$0	\$86,404	3%	1.5%
2026	\$86,404	\$11,940	\$1,386		\$0	\$99,730	3%	1.5%

Vehicle Replacement Fund Contribution Schedule

Vehicle	Replacement Estimate	Year	Bal 01/01/xx	Contribution Amount	Interest Income	Donations	Purchases	Bal 12/31/xx	Budget Increase	Interest Rate	Life
pumper	\$418,168	2015	\$233,394	\$49,269	\$1,984		\$0	\$284,647	20%	0.85%	20
		2016	\$284,647	\$49,762	\$2,639		\$0	\$337,048	1%	0.85%	
		2017	\$337,048	\$50,259	\$1,075		(\$418,168)	(\$29,785)	1%	0.85%	
		2018	(\$29,785)	\$50,762	\$2,468	\$19,600	\$5,126	\$48,171	1%	0.85%	
		2019	\$48,171	\$51,270	\$971		\$0	\$100,412	1%	1.25%	
rescue	\$75,000	2020	\$100,412	\$52,551	\$1,584		\$0	\$154,546	3%	1.25%	15
		2021	\$154,546	\$53,865	\$2,268		\$0	\$210,680	3%	1.25%	
		2022	\$210,680	\$55,212	\$2,510		(\$75,000)	\$193,401	3%	1.25%	
		2023	\$193,401	\$56,592	\$3,325		\$0	\$253,319	3%	1.5%	
		2024	\$253,319	\$58,007	\$4,235		\$0	\$315,560	3%	1.5%	
tanker 1	\$200,000	2025	\$315,560	\$59,457	\$5,179		\$0	\$380,197	3%	1.5%	20
		2026	\$380,197	\$60,943	\$4,660		(\$200,000)	\$245,800	3%	1.5%	
		2027	\$245,800	\$61,553	\$4,149		\$0	\$311,502	1%	1.5%	
		2028	\$311,502	\$62,168	\$4,689		(\$60,000)	\$318,359	1%	1.5%	
		2029	\$318,359	\$62,790	\$5,246		\$0	\$386,395	1%	1.5%	
brush	\$60,000	2030	\$386,395	\$63,418	\$6,272		\$0	\$456,084	1%	1.5%	25
		2031	\$456,084	\$64,052	\$7,322		\$0	\$527,458	1%	1.5%	
		2032	\$527,458	\$64,693	\$8,397		\$0	\$600,548	1%	1.5%	
		2033	\$600,548	\$65,340	\$9,498		\$0	\$675,386	1%	1.5%	
		2034	\$675,386	\$65,993	\$10,626		\$0	\$752,004	1%	1.5%	
tanker 2	\$235,000	2035	\$752,004	\$66,653	\$11,780		\$0	\$830,437	1%	1.5%	20
		2036	\$830,437	\$67,319	\$11,199		(\$235,000)	\$673,955	1%	1.5%	
		2037	\$673,955	\$67,993	\$9,869		(\$100,000)	\$651,817	1%	1.5%	
		2038	\$651,817	\$68,672	\$5,417		(\$650,000)	\$75,907	1%	1.5%	
		2039	\$75,907	\$69,359	\$1,659		\$0	\$146,925	1%	1.5%	
rescue	\$100,000	2040	\$146,925	\$70,053	\$3,639		\$0	\$220,617	1%	2.0%	20
		2041	\$220,617	\$70,753	\$5,120		\$0	\$296,490	1%	2.0%	
		2042	\$296,490	\$71,461	\$6,644		\$0	\$374,595	1%	2.0%	
		2043	\$374,595	\$72,175	\$8,214		\$0	\$454,984	1%	2.0%	
		2044	\$454,984	\$72,897	\$9,829		\$0	\$537,710	1%	2.0%	
tanker 1	\$265,000	2045	\$537,710	\$73,626	\$11,490		\$0	\$622,827	1%	2.0%	20
		2046	\$622,827	\$74,362	\$10,550		(\$265,000)	\$442,740	1%	2.0%	
		2047	\$442,740	\$75,106	\$9,606		\$0	\$527,452	1%	2.0%	
		2048	\$527,452	\$75,857	\$11,308		\$0	\$614,616	1%	2.0%	
		2049	\$614,616	\$76,616	\$13,058		\$0	\$704,290	1%	2.0%	
brush	\$85,000	2050	\$704,290	\$77,382	\$14,860		\$0	\$796,532	1%	2.0%	15
		2051	\$796,532	\$78,156	\$16,712		\$0	\$891,400	1%	2.0%	
		2052	\$891,400	\$78,937	\$17,317		(\$130,000)	\$857,654	1%	2.0%	
		2053	\$857,654	\$79,727	\$17,100		(\$85,000)	\$869,481	1%	2.0%	
		2054	\$869,481	\$80,524	\$18,195		\$0	\$968,200	1%	2.0%	
tanker 2	\$295,000	2055	\$968,200	\$81,329	\$20,177		\$0	\$1,069,707	1%	2.0%	20
		2056	\$1,069,707	\$82,142	\$19,266		(\$295,000)	\$876,115	1%	2.0%	
		2057	\$876,115	\$82,964	\$18,352		\$0	\$977,430	1%	2.0%	
		2058	\$977,430	\$83,793	\$11,387		(\$900,000)	\$172,610	1%	2.0%	
		2059	\$172,610	\$84,631	\$4,299		\$0	\$261,540	1%	2.0%	
pumper	\$900,000	2060	\$261,540	\$85,478	\$6,086		\$0	\$353,104	1%	2.0%	20
		2061	\$353,104	\$86,333	\$7,925		\$0	\$447,362	1%	2.0%	
		2062	\$447,362	\$87,196	\$9,819		\$0	\$544,377	1%	2.0%	
		2063	\$544,377	\$88,068	\$11,768		\$0	\$644,213	1%	2.0%	
		2064	\$644,213	\$88,948	\$13,774		\$0	\$746,935	1%	2.0%	
tanker 1	\$370,000	2065	\$746,935	\$89,838	\$15,837		\$0	\$852,610	1%	2.0%	15
		2066	\$852,610	\$90,736	\$14,260		(\$370,000)	\$587,606	1%	2.0%	
		2067	\$587,606	\$91,644	\$10,969		(\$170,000)	\$520,218	1%	2.0%	

Revenues

02/05/20
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CITY OF FREEPORT Revenue Budget Report -- Multi Year Actuals For the Year: 2021

Page: 1 of 1
Report ID: B250B

Account	Actuals				Current	%	Prelim.	Budget	Final	% Old
	2017	2018	2019	2020	Budget	Rec.	Budget	Change	Budget	Budget
	2020	2021	2021	2021	2021	2021	2021	2021	2021	2021
<hr/>										
225 AFSA Fund										
33400 State Grants & Aid/PERA										
33400 State Grants & Aid/PERA	17,098	17,352	17,715		13,000	0%	18,000		18,000	138%
All funds received are paid back out to the relief association - see 225.42200.315										
33420 State Fire Dept Aid	3,800	3,628	12,135	550	4,250	13%	4,250		4,250	100%
Training & education reimbursements										
Group:	20,898	20,980	29,850	550	17,250	3%	22,250	0	22,250	128%
33600 Grants & Aids from Local Government										
33621 County Fire Dept Aid	200				0	0%			0	0%
Group:	200				0	0%	0	0	0	0%
34200 Public Safety										
34202 Fire Contract	84,448	85,047	88,959		96,244	0%	93,220		93,220	96%
Our auditors 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	3,669	3,522	4,934	455	1,500	30%	4,000		4,000	266%
34205 Rescue Revenues	9,781	13,622	10,245	1,406	5,500	26%	10,000		10,000	181%
Group:	97,898	102,191	104,138	1,861	103,244	2%	107,220	0	107,220	103%
36200 Miscellaneous Revenues										
36200 Miscellaneous Revenues		5,126			0	0%			0	0%
2018: sold fire truck										
36210 Interest Earnings	9,097	4,529	2,817		2,000	0%	3,000		3,000	150%
36230 Donations - Private	23,717	23,700	23,328	1,000	3,000	33%	5,000		5,000	166%
Group:	32,814	33,355	26,145	1,000	5,000	20%	8,000	0	8,000	160%
39400 Transfer from General										
39400 Transfer from General	39,924	40,207	42,056		45,500	0%	44,070		44,070	96%
Our auditors 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:	39,924	40,207	42,056		45,500	0%	44,070	0	44,070	96%
Fund:	191,734	196,733	202,189	3,411	170,994	2%	181,540	0	181,540	106%
Grand Total :	191,734	196,733	202,189	3,411	170,994		181,540	0	181,540	

Revenues = Expenditures + Replacement Fund Contributions

Freeport Area Fire Service Association Division of Costs

Township/City	%*	2016	2017	2018	2019	2020	2021
City, Freeport	32.1%	\$40,224	\$39,924	\$40,207	\$42,056	\$45,500	\$44,070
City, St. Anthony	1.4%	\$1,754	\$1,741	\$1,754	\$1,834	\$1,984	\$1,922
City, St. Rosa	2.5%	\$3,133	\$3,109	\$3,131	\$3,275	\$3,544	\$3,432
Township, Albany	1.6%	\$2,005	\$1,990	\$2,004	\$2,096	\$2,268	\$2,197
Township, Krain	6.4%	\$8,020	\$7,960	\$8,016	\$8,385	\$9,072	\$8,787
Township, Millwood	39.0%	\$48,870	\$48,505	\$48,849	\$51,096	\$55,280	\$53,543
Township, Oak	17.0%	\$21,302	\$21,143	\$21,293	\$22,273	\$24,096	\$23,339
Total		\$125,307	\$124,373	\$125,255	\$131,016	\$141,744	\$137,290

3% Decrease

**From July 25, 2007 Service Agreement*

2018 Call Totals

<u>Rescue:</u>	<u>Medical</u>	<u>Accidents</u>	<u>Cancelled or False Alarms</u>	
City of Freeport	18		3	
Millwood Township	11	1	1	
Oak Township	6	1	4	
Krain Township	1			
Albany Township				
St. Rosa				
St. Anthony	2			
I-94		5	3	
Total	38	7	11	56

<u>Fire:</u>	<u>Structure</u>	<u>Car</u>	<u>Weather/Gas Alarms</u>	<u>Grass</u>	<u>Cancelled or False Alarms</u>	
City of Freeport	2	1				
Millwood Township	1			1	2	
Oak Township	1	1				
Krain Township						
Albany Township						
St. Rosa						
St. Anthony						
I-94		1			1	
Total	4	3	0	1	3	11

<u>Mutual Aid:</u>	<u>Medical</u>	<u>Fire</u>	<u>Cancelled or False Alarms</u>	
Albany				
Melrose				
New Munich		1		
St. Martin				
Total	0	1	0	1

YEAR TOTAL CALLS = 68

2019 Call Totals

<u>Rescue:</u>	<u>Medical</u>	<u>Accidents</u>	<u>Cancelled or False Alarms</u>	
City of Freeport	13		2	
Millwood Township	11	1	2	
Oak Township	2	2		
Krain Township	6			
Albany Township				
St. Rosa				
St. Anthony				
I-94		4		
Total	32	7	4	43

<u>Fire:</u>	<u>Structure</u>	<u>Car</u>	<u>Weather/Gas Alarms</u>	<u>Grass</u>	<u>Cancelled or False Alarms</u>	
City of Freeport	1		1			
Millwood Township		1			1	
Oak Township	1		1		1	
Krain Township						
Albany Township						
St. Rosa						
St. Anthony						
I-94		1				
Total	2	2	2	0	2	8

<u>Mutual Aid:</u>	<u>Medical</u>	<u>Fire</u>	<u>Cancelled or False Alarms</u>	
Albany				
Melrose		4		
New Munich				
St. Martin				
Upsala		1		
Total	0	5	0	5

YEAR TOTAL CALLS = 56