

# Memo

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From: Jon Nelson - Clerk-Treasurer

To: Freeport City Council

Date: 02/16/24

Re: Clerk-Treasurer Report

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1. Mayor Eveslage & I went to the St Cloud MnDOT office to present the CSAH 11 Sidewalk Project to Region 7W's Transportation Advisory Committee. This was an opportunity for the top two projects in our region to earn an extra 5-10 points for the Transportation Alternatives Grant application. We finished in the middle of the pack out of eight projects. The full application is still under review and this is not indicative of the final outcome.
2. Senator Pappas' office requested items that were used for our presentation during the State Senate Bonding Committee's tour stop. Items were requested from all stops on the tour. State Congress is back in session so we will see what comes of our project.
3. Our Public Accuracy Test (PAT) will be Wednesday February 21, 2024, @ 1pm. This is to test election equipment that will be used for the 2024 Presidential Nomination Primary Election on Tuesday, March 5, 2024, from 7am-8pm at City Hall. All are welcome to attend the PAT.
4. I will be out of the office next week. Rachel will be covering most of the week and will post her schedule on the door.



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

408 Main Street East, Unit 5

PO Box 127

Melrose, Minnesota 56352

Telephone (320) 256-4205

Fax (320) 256-7201

February 14, 2024

Jon Nelson  
City of Freeport  
125 Main Street East  
Freeport, MN 56331

BY ELECTRONIC MAIL

Re: Monthly Legal Report

Dear Mr. Nelson:

During the period from January 24, 2024 through February 14, 2024, we have given significant attention to the following projects on behalf of the City of Freeport.

- **Expert Billing** – reviewed contract with Expert Billing and advised city Clerk on procedures to terminate the agreement.

Respectfully submitted,  
Dymoke Law Office, P.A.

*Scott E. Dymoke*  
by Scott E. Dymoke

cc: M. Eveslage

# Memo

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From: Jon Nelson, Clerk-Treasurer

To: Freeport City Council

Date: 02/16/24

Re: Overhead Door Replacement at Maintenance Garage

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Last month, we discussed adjusting the opening of the west loading dock door at the maintenance garage to replace it with one of the 12'x14' overhead doors that will be replaced during our hail damage repairs. Tim Hennen provided the following estimate for us to review.

## ESTIMATE



LUMBER CO. INC

PAGE # 1DATE 2-16-24

PO Box 8 • Freeport, MN 56331 • (320) 836-2135 • (888) 294-8686 • Fax (320) 836-2306

## NOTE

Please examine this estimate carefully as we agreed to furnish only the articles as named and described in this estimate irrespective of how the inquiry may have read. Clerical errors subject to correction.

Estimate good for \_\_\_\_\_ days.

Name City of Freeport  
 Description Change door opening  
 Phone 14' x 12'

Pcs.	Size	Lgth.	DESCRIPTION	Feet	Price	Amount	Our Cost Price	Our Cost Amount
1-	2x6x16		S4S Pole	1		59 10		
1-	6x6		Post Anchor	1		27 15		
1-	5/8x5"		Conc Screw	1		2 70		
5-	2x4x16		Framing	5	9 05	45 25		
2-	14"x16"		LVL H&V	32'	9 04	289 28		
1-	2x4x14		Dr Brame	1		8 04		
2-	2x4x12		L S	2	5 95	11 90		
1-	2x6x16		L S	1		12 42		
2-	2x6x12		L S	2	11 51	23 02		
7-	2x2x8		Dr Jb	7	3 51	24 57		
1-		14'	Dr Jb Mold 9" Wht	1		42 16		
2-		12'	Dr Jb S 9" S	2	36 24	72 48		
5-		10'	1/4 I Channel Wht	5	17 70	88 50		
6 <sup>+</sup>		3"	Star Drive Screws	6 <sup>+</sup>	6 42	38 52		
116-	3/8x5"		ISS Screws	116	65	10 40		
250-	1/2		Wht Fil Screws	250	09	22 50		
						777 99		
						55 43		
						833 42		
			Labor			1000 00		
						1833 42		
			Re-thru Off Door			385 00		
			w/ Vinyl Stop Heartland			2218 42		

# 4th Quarter Report

# PRELIMINARY

City of Freeport

Freeport, Minnesota

December 31, 2023

February 20, 2024

## **ACCOUNTANT'S COMPILATION REPORT**

Honorable Mayor and City Council  
City of Freeport  
Freeport, Minnesota

Management is responsible for accompanying financial statements of the City of Freeport, Minnesota (the City) which comprise the budget to actual statement of revenues and expenditures for the General and Enterprise Funds as of December 31, 2023 in accordance with accounting principles generally accepted in the United States of America. We have performed a compilation engagement in accordance with *Statements on Standards for Accounting and Review Services* promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

Management has elected to omit substantially all of the disclosures and the statement of cash flows required by accounting principles generally accepted in the United States of America. If the omitted disclosures and the statement of cash flows were included in the financial statements, they might influence the user's conclusions about the City's financial position, results of operations, and cash flows. Accordingly, the financial statements are not designed for those who are not informed about such matters.

Sincerely,

**Abdo Financial Solutions, LLC**

February 20, 2024

Honorable Mayor and City Council  
City of Freeport  
Freeport, Minnesota

Dear Honorable Mayor and City Council:

We have reconciled all bank accounts through December 31, 2023 and reviewed activity in all funds. The following is a summary of our observations. All information presented is unaudited.

### Cash and Investments

The City's cash and investment balances are as follows:

	<u>12/31/2023</u>	<u>12/31/2022</u>	<u>Increase/ (Decrease)</u>
Checking and Savings	\$ 2,223,253	\$ 2,771,513	\$ (548,260)
Investments (at Market Value)	59,649	59,106	543
Brokered CD	<u>1,000,000</u>	<u>-</u>	<u>1,000,000</u>
Total Cash and Investments	<u>\$ 3,282,902</u>	<u>\$ 2,830,619</u>	<u>\$ 452,283</u>

  

<u>Investment Type</u>	<u>12/31/2023</u>	<u>12/31/2022</u>	<u>Increase/ (Decrease)</u>
Checking and Savings	\$ 2,223,253	\$ 2,771,513	\$ (548,260)
Money Market	59,649	59,106	543
Brokered CD	<u>1,000,000</u>	<u>-</u>	<u>1,000,000</u>
Total Investments	<u>\$ 3,282,902</u>	<u>\$ 2,830,619</u>	<u>\$ 452,283</u>



General Fund Cash Balances 2021 - 2023

