

**CITY OF BAYPORT  
CITY COUNCIL MEETING  
Council Chambers, 294 North 3<sup>rd</sup> Street  
September 8, 2009**

**REGULAR MEETING**

**6:00 P.M.**

**CALL TO ORDER**

**ROLL CALL** (Mayor Nowaczek and City Councilmembers Carlson, Johnson, Kraftson and Seeberger)

**PROCLAMATIONS, COMMENDATIONS, PETITIONS, AND ANNOUNCEMENTS**

1. August recycling award to Pedar Brown
2. Derby Days, September 18<sup>th</sup> and 19<sup>th</sup>

**OPEN FORUM**

The open forum is a portion of the meeting to address the City Council on subjects that are not a part of the meeting agenda. The City Council may take action or reply at the time of the statement or may give direction to staff regarding investigation of the concerns expressed. *A total of 15 minutes is allotted for the public comment period (not 15 minutes per person).*

- 1.
- 2.

**CONSENT AGENDA**

**TAB #**

**Consider a resolution adopting items 1 through**

- |   |    |
|---|----|
| 1. August 3, 2009 City Council workshop meeting minutes   | 1  |
| 2. August 3, 2009 City Council regular meeting minutes  | 2  |
| 3. August 17, 2009 and August 24, 2009 City Council workshop meeting minutes                                  | 3  |
| 4. August payables and receipts   | 4  |
| 5. August building, plumbing and mechanical permits   | 5  |
| 6. Letter of interest for Washington County All-Hazard Mitigation Plan  | 6  |
| 7. Police Department Safe and Sober Grant Agreement, October 1, 2009-September 30, 2012                       | 7  |
| 8. Special event application by People's Church for a community carnival at Perro Park on September 13, 2009  | 8  |
| 9. Special event application by Bethlehem Church for a fall festival at Village Green Park on October 3, 2009 | 9  |
| 10. Payment request for MSCWMO Perro Creek Outlet Project   | 10 |
| 11. Pay application #3 for Barker's Alps Park improvements  | 11 |
| 12. Barker's Alps water main relocation   | 12 |

**PUBLIC HEARINGS**

**COUNCIL LIAISON REPORTS**

**TAB #**

**UNFINISHED BUSINESS**

1. Review of utility rate study 13

**NEW BUSINESS**

1. Consider 2010 preliminary budget 14
- consider Belwin Athletics donation request for athletic fields (\$2,400)
  - consider Andersen Elementary donation request for playground equipment (\$1,000)
  - consider Community Thread donation request for services/programming (\$1500)
  - consider Youth Service Bureau donation request for services/programming (\$1300)
2. Consider authorization to solicit quotes for an inspection and cleaning of city sewer lines 15
3. Consider appointing a new City Administrator 16

**COUNCIL ITEMS AND ANNOUNCEMENTS**

**CITY ADMINISTRATOR ITEMS AND ANNOUNCEMENTS**

1. Barker's Alps Park budget summary 17
2. Closed session to discuss pending litigation (no tab)

**ADJOURNMENT**

**RESOLUTION NO. 09-**

**EXTRACT OF THE MINUTES OF MEETING OF THE CITY COUNCIL OF THE CITY OF  
BAYPORT, WASHINGTON COUNTY, MINNESOTA HELD  
SEPTEMBER 8, 2009**

Pursuant to due call and notice therefore, a regular meeting of the City Council of the City of Bayport, Minnesota was duly held at Bayport City Hall in said municipality on the 8<sup>th</sup> day of September 2009, at 6:00 p.m.

The following members were present:

The following members were absent:

Councilmember \_\_\_\_\_ introduced the following resolution and moved its adoption:

**A RESOLUTION APPROVING CONSENT AGENDA ITEMS 1-12 FROM THE  
SEPTEMBER 8, 2009 CITY COUNCIL AGENDA**

1. August 3, 2009 City Council workshop meeting minutes
2. August 3, 2009 City Council regular meeting minutes
3. August 17, 2009 and August 24, 2009 City Council workshop meeting minutes
4. August payables and receipts
5. August building, plumbing and mechanical permits
6. Letter of interest for Washington County All-Hazard Mitigation Plan
7. Police Department Safe and Sober Grant Agreement, October 1, 2009-September 30, 2012
8. Special event application by People's Church for a community carnival at Perro Park on September 13, 2009
9. Special event application by Bethlehem Church for a fall festival at Village Green Park on October 3, 2009
10. Payment request for MSCWMO Perro Creek Outlet Project
11. Pay application #3 for Barker's Alps Park improvements
12. Barker's Alps water main relocation

The motion for adoption of the foregoing resolution was duly seconded by Councilmember \_\_\_\_\_ and upon roll call being taken thereon, the following vote via voice:

Jonathan Nowaczek –

Connie Carlson –

Dan Johnson –

Torry Kraftson –

Judy Seeberger –

WHEREUPON, said Resolution was declared duly passed and adopted and signed by the Mayor and attested by the City Administrator. Passed by the City Council, City of Bayport, Washington County, Minnesota this 8<sup>th</sup> day of September 2009.

ATTEST:

\_\_\_\_\_  
Mike McGuire, City Administrator

\_\_\_\_\_  
Jon Nowaczek, Mayor

**CITY OF BAYPORT  
CITY COUNCIL WORKSHOP MINUTES  
COUNCIL CHAMBERS  
August 3, 2009  
5:00 P.M.**

**CALL TO ORDER**

Pursuant to due call and notice, Mayor Nowaczek called the City Council workshop meeting to order at 5:00 p.m.

**ROLL CALL**

Members Present: Mayor Jon Nowaczek, Councilmembers Connie Carlson, Dan Johnson, and Judy Seeberger

Members Absent: Torry Kraftson

Others Present: Administrator Mike McGuire, Assistant City Administrator/Planner Sara Taylor, and City Attorney Nick Vivian

**UPDATE ON CANDIDATE EVALUATION SUBCOMMITTEE (CES) AND RESUME EVALUATION PROCESS**

Administrator McGuire gave an overview of the evaluation process and the scoring system that was used to select the six candidates whose experience and qualifications best meet the needs of the city.

**REVIEW FINALIST CANDIDATES RECOMMENDED FOR THE INTERVIEW PROCESS**

Administrator McGuire gave an overview of the six candidates that were being recommended to the City Council by the CES to participate in the interview process. Discussion followed on preferred qualities of the candidates and whether the City Council should interview all recommended candidates or select less than six to participate in the interview process. The City Council decided it was in the best interest of the city to interview all six candidates.

**SELECT INTERVIEW QUESTIONS**

Administrator McGuire reviewed the 10 tentative interview questions. Discussion followed on the removal and addition of specific questions. The City Council agreed with the suggested changes, which resulted in 12 final interview questions.

**SELECT INTERVIEW DATES**

The City Council selected August 17, 2009 from 2:30 – 6:30 p.m. and August 24, 2009 from 2:00 – 6:00 p.m. to conduct interviews with the finalist candidates.

**SUMMARY AND FINAL COMMENTS**

Mayor Nowaczek summarized the workshop and thanked staff and members of the City Council for participating in the process.

**ADJOURNMENT**

Councilmember Carlson moved and Councilmember Seeberger seconded to adjourn the meeting at 5:50 p.m.

**CITY OF BAYPORT  
CITY COUNCIL MEETING MINUTES  
COUNCIL CHAMBER  
AUGUST 3, 2009  
6:00 P.M.**

**CALL TO ORDER**

Pursuant to due call and notice, Mayor Nowaczek called the regular City Council meeting of August 3, 2009 to order at 6:00 p.m., and asked Councilmembers, staff and the audience to join in pledging allegiance to the American Flag.

**ROLL CALL**

Members Present: Mayor Jon Nowaczek, Councilmembers Connie Carlson, Dan Johnson and Judy Seeberger

Members Absent: Councilmember Torry Kraftson

Others Present: Administrator Mike McGuire, Engineer Barry Peters, Assistant City Administrator/Planner Sara Taylor, and Attorney Nick Vivian

**PROCLAMATIONS/COMMENDATIONS/PETITIONS**

1. The July 2009 recycling award went to Judy Morarie.
2. Mayor Nowaczek declared Tuesday, August 4, 2009 as Night to Unite (formerly National Night Out), an event coordinated by the Bayport Police Department. It will be held at Lakeside Park from 5:00 p.m. – 8:00 p.m. All residents were encouraged to attend.

**OPEN FORUM**

1. Mark Berthelsen announced that the Bayport Community Action League (BCAL) would be hosting Derby Days on September 18 and 19, 2009. He reported that community financial sponsorship is down this year and the BCAL needs an extra \$2,000.00 to cover the cost of the fireworks. Tax-deductible donations would be welcomed and can be sent to the BCAL, P. O. Box 133, Bayport, MN 55003.
2. Kristen Weslow, Development Director, announced that Community Volunteer Services and Senior Centers is now known as Community Thread. It is an independent nonprofit organization, which runs the Bayport Senior Center. She encouraged residents to take part in Community Thread activities and requested ongoing financial support by the City of Bayport.
3. Dan Dolan, President of the Washington County Agricultural Society, announced a fund raising effort to run the Washington County 4-H program next year. Washington County cut funding for the program and \$110,000.00 is needed for 2010. Mr. Dolan is hopeful that local municipalities will support the program and requested financial support from the City of Bayport, as it prepares its 2010 budget.
4. Marty Dahlin Biegler, 343 Lake Street South, expressed concerns regarding the city's interest in purchasing property at 297 Lake Street South. They included release of restricted funds for the purchase, planned use for the property, due process for the purchase, transparency of actions by city staff and the City Council, and citizen involvement.
5. Al Schultz, 580 6<sup>th</sup> Avenue North, stated it was difficult for wheelchair users to access the beach house restroom facilities when coming from the south end of Lakeside Park, and recommended that a handicap accessible satellite be available at the south end of the park.
6. Brian Shelton, owner of the Beach House Marina, stated there are no plans to sell any marina property, either to the City of Bayport or a private entity.
7. Maggie Dickinson, 307 Lake Street South, reported she had a petition from 86 residents stating they did not want a boat launch at 297 Lake Street South. She questioned the availability of funds for the

- purchase given the budget cuts made by the city, including staff furloughs and a reduction in library hours. She proposed purchasing property in an industrial part of the city for a boat launch, if needed.
8. Jane Keyes, 385 Lake Street South, stated she was upset that the City of Bayport is considering competing with the existing marinas, which have been good neighbors and pay taxes. She also expressed concern with a lack of room for the extra vehicular traffic.
  9. Jim Selmecki, 317 Lake Street South, expressed concern that he had not been notified of the pending purchase and requested transparency with the process. He stated the city needs a business plan prior to proposing a boat launch and noted he had received many negative citizen comments regarding the proposal.
  10. Dick Beberg, 237 5<sup>th</sup> Street North, encouraged the City Council to listen to the Lake Street residents and to keep Bayport residents informed on its activities.

Mayor Nowaczek stated there is currently no planned project to expand Lakeside Park or install a boat ramp, and public meetings and hearings would be held if the city decides to proceed with such a project. At this time, the city is only exploring the purchase of the property at 297 Lake Street South for investment purposes. He thanked residents for their input.

**CONSENT AGENDA**

Mayor Nowaczek read items 1-9 on the consent agenda. Councilmember Johnson requested that consent agenda item #5, *Request by the St. Croix Valley Athletic Association to use Barker's Alps Park for the upcoming fall soccer season from August 17 – October 10, 2009*, be moved to New Business, in light of the park construction activities.

Councilmember Carlson introduced the following amended resolution, moving item #5 to New Business, and moved its adoption:

**Resolution 09-18**

**RESOLUTION, CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA, APPROVING CONSENT AGENDA ITEMS 1-8 FROM THE AUGUST 3, 2009 CITY COUNCIL AGENDA**

1. July 6, 2009 City Council regular meeting minutes
2. July payables and receipts
3. July building, plumbing and mechanical permits
4. Request by The Bikery Racing Club to use Barker's Alps Park for a practice event on September 13, 2009 from 10:30 am – 12:30 pm
5. Temporary liquor license for Bayport Marina on August 8, 2009
6. Resolution denying street vacation described as that part of 5<sup>th</sup> Avenue South on the plat of Bayport Marina, lying adjacent to Outlot D, Bayport Marina and being formerly described as Lot 4, Block 108 (Resolution #09-19)
7. Pay application #2 for Barker's Alps Park improvements
8. Renewal of 2:00 am liquor license for Captain's Corner, 193 3<sup>rd</sup> St. N., Bayport, MN 55003

The motion for adopting the foregoing resolution was duly seconded by Councilmember Johnson and upon roll call being taken, the following voted via voice:

Jon Nowaczek – aye	Dan Johnson – aye
Connie Carlson – aye	Judy Seeberger – aye

**PUBLIC HEARINGS – None**

**COUNCIL LIAISON REPORTS**

Councilmember Seeberger reported the Planning Commission did not meet in July.

Councilmember Johnson reported on the July 23, 2009 meeting of the Library Board. The proposed 2010 library budget has been accepted by the city administrator and no further cuts are necessary. The next meeting is scheduled for Thursday, August 27, 2009, 6:00 p.m., at the library, and the public is invited to attend.

Councilmember Johnson reported the Cable Commission would be meeting on Wednesday, August 19, 2009, 7:00 p.m., at the Valley Ridge Mall.

Councilmember Carlson reported the Lower St. Croix Partnership group did not meet in July.

#### **UNFINISHED BUSINESS – None**

#### **NEW BUSINESS**

Consider amending Chapter 25, Article 3, Administrative Citations and Civil Penalties of the Bayport City Code: Administrator McGuire reported that the Police Department has received several comments regarding the administrative citation fee issued for illegal parking, especially boat trailer parking. Complainants believe the current \$45.00 fine is excessive. Surrounding cities' parking fines range from \$10.00 to \$25.00, and Chief Eastman recommends the City of Bayport fine be decreased to \$25.00. Administrator McGuire also noted that current parking signage at Lakeside Park was reviewed and appears sufficient. Mayor Nowaczek questioned lowering the fine for illegal boat trailer parking, given the nature of the illegal parking and its impact on the city. Police Officer Wynia noted that extra signage has been added and the department decided to examine the fine schedule after receiving complaints. Discussion followed on the fine schedule and having a two-level parking fine schedule, differentiating fines for vehicles and boat trailers. Staff will re-examine the fine schedule and report back at the next meeting.

It was moved by Councilmember Johnson and seconded by Councilmember Carlson to continue discussion on this subject to the next meeting. Motion carried.

#### Consider amending Appendix D, Fee Schedule of the Bayport City Code:

It was moved by Councilmember Johnson and seconded by Councilmember Carlson to continue discussion on this subject to the next meeting. Motion carried.

Update on Barker's Alps Park and discuss options for purchasing play equipment: Landscape Architect Larry Wacker provided an update on the site improvements at Barker's Alps Park. He noted that playground equipment and benches/tables were not included in the original package because the cost for remediation of the rubble area and grading were unknown at the time, as well as a desire to avoid paying the general contractor's markup on the equipment. The costs for the remediation efforts have been determined and staff now recommends purchase of the equipment and furnishings. The quote for the play equipment, purchased through the U.S. Communities Government Purchasing Alliance, is \$56,492.66, and \$5,800.00 for the tables and benches, for a total of \$62,292.66. The original budget included \$50,000.00 for play equipment. The furnishings were included in the cost to finish the ball fields and did not have a separate budget. A preliminary review of the site improvement costs, including additional earthwork and the playground/furnishings, indicates all costs will fall within the \$631,000.00 budgeted for the Phase I improvements. The budget includes approximately \$21,000.00 in contingency funds. There is an eight-week delivery period for the equipment, and ordering in August would allow more time for fall installation.

It was moved by Councilmember Johnson and seconded by Councilmember Seeberger to authorize the purchase of play equipment, play equipment installation, and play surfacing (installed by city crews) in the amount of \$56,492.66 (including tax and shipping); and the purchase of three picnic tables, two benches and four player benches (all installed by city crews), in the amount of \$5,800.00 (including tax and shipping). Motion carried.

Request by the St. Croix Valley Athletic Association (SCVAA) to use Barker's Alps Park for the upcoming fall soccer season from August 17 – October 10, 2009: The SCVAA has requested use of both ball fields at Barker's Alps Park and councilmembers are concerned that field #2 may not be available due to construction activities. Landscape Architect Walker indicated the field would be seeded in late August and should be available for play in June 2010. Administrator McGuire reported that staff has notified the SCVAA that field #2 would not be available this year, and they are making alternate plans.

It was moved by Councilmember Johnson and seconded by Councilmember Carlson to approve the SCVAA request to reserve Barker's Alps Park field #1 only for the fall soccer season. Motion carried.

### **COUNCIL ITEMS AND ANNOUNCEMENTS**

1. Mayor Nowaczek encouraged residents to take part in the upcoming Derby Days events and to consider a donation to the BCAL to help cover the expense of the fireworks display.

### **CITY ADMINISTRATOR STAFF ITEMS AND ANNOUNCEMENTS**

Update on City Administrator search: A total of 85 applications were received and 41 applicants were chosen to proceed with the application process, through submittal of a supplemental application form. Six finalists were then presented to the City Council and they will be interviewed on August 17<sup>th</sup> and 24<sup>th</sup>.

Purchase of property at 297 Lake Street South: Administrator McGuire and Building Official John Buckley did a further inspection of the property last week, and the owners will be responding to the concerns raised. He anticipates further discussion at the October or November meeting.

### **ADJOURNMENT**

It was moved by Councilmember Johnson and seconded by Councilmember Seeberger to adjourn the meeting at 7:15 p.m. Motion carried.

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City Administrator/Clerk

**CITY OF BAYPORT  
CITY COUNCIL SPECIAL MEETING MINUTES  
COUNCIL CHAMBERS  
August 17, 2009  
2:30 P.M.**

**CALL TO ORDER**

Mayor Nowaczek called the meeting to order at 2:30 p.m.

**ROLL CALL**

Members Present: Mayor Jon Nowaczek, Councilmembers Connie Carlson, Dan Johnson, Torry Kraftson, and Judy Seeberger

Members Absent: None

Others Present: Administrator Mike McGuire and Attorney Nick Vivian

**CONDUCT INTERVIEWS OF CITY ADMINISTRATOR CANDIDATES**

The City Council interviewed candidates as follows:

H. Joe Rudberg	2:35 p.m.
Luayn Murphy	3:25 p.m.
Mark Vahlsing	4:22 p.m.

Following the interviews, the City Council briefly discussed each candidate.

**ADJOURNMENT**

It was moved by Councilmember Carlson and seconded by Councilmember Johnson to adjourn the meeting at 5:33 p.m. Motion carried.

**CITY OF BAYPORT  
CITY COUNCIL SPECIAL MEETING MINUTES  
COUNCIL CHAMBERS  
August 24, 2009  
2:00 P.M.**

**CALL TO ORDER**

Mayor Nowaczek called the meeting to order at 2:00 p.m.

**ROLL CALL**

Members Present: Mayor Jon Nowaczek, Councilmembers Connie Carlson, Dan Johnson, Torry Kraftson, and Judy Seeberger

Members Absent: None

Others Present: Administrator Mike McGuire and Attorney Nick Vivian

**CONDUCT INTERVIEWS OF CITY ADMINISTRATOR CANDIDATES**

The City Council interviewed candidates as follows:

Craig Dawson	2:00 p.m.
Mitchell Berg	2:50 p.m.
Jim Bownik	3:55 p.m.

Following the interviews, the City Council briefly discussed each candidate. Library Director Kathy MacDonald presented the Employee Input Committee's summary of the candidate's strengths and weaknesses, observed through the staff interview process. The City Council further discussed each candidate and decided to make a final decision on their selection at the September 8, 2009 regular City Council meeting.

**ADJOURNMENT**

It was moved by Councilmember Carlson and seconded by Councilmember Johnson to adjourn the meeting at 5:40 p.m. Motion carried.

## REVENUE SUMMARY YTD THRU 08/31/09

FUND	FUND Descr	2009 Budget	2009 YTD Amt	2009 % of Budget	2009 % of Budget Remain
		\$0 00	\$0 00	0 00%	0 00%
101	GENERAL	\$2,135,878 00	\$1,008,794 35	47 23%	52 77%
102	STREET RECONSTRUCTION	\$0 00	\$2,137 70	0 00%	0 00%
103	GO TIF BD FUND 1990 CAP PROJ	\$0 00	\$0 00	0 00%	0 00%
106	TIF ECON DEV DIST 2	\$0 00	\$43,668 44	0 00%	0 00%
107	TIF REDEVELOPMENT DISTRICT 2-1	\$0 00	\$0 00	0 00%	0 00%
200	FIRE EQUIPMENT REPLACEMENT FUN	\$0 00	\$1,050 00	0 00%	0 00%
202	DRUG FORFEITURE	\$0 00	\$162 24	0 00%	0 00%
203	PUBLIC WORKS EQUIPMENT REPL	\$0 00	\$0 00	0 00%	0 00%
204	RECREATION CAP EQUIP & MAINT	\$0 00	\$4,006 78	0 00%	0 00%
205	TAX STABILIZATION FUND	\$0 00	\$0 00	0 00%	0 00%
206	WATER/SEWER IMPROVEMENT FUND	\$0 00	\$46,862 18	0 00%	0 00%
207	PARK IMPROVEMENT FUND	\$0 00	\$4,000 00	0 00%	0 00%
208	PRISON SEWER PROJECT	\$0 00	\$0 00	0 00%	0 00%
209	DEVELOPER REIMBURSED PROJECTS	\$0 00	\$0 00	0 00%	0 00%
210	K-9 UNIT	\$0 00	-\$6,340 80	0 00%	0 00%
211	LIBRARY	\$286,447 00	\$96,954 06	33 85%	66 15%
303	GO TIF BOND 1990 DEBT SERVICE	\$0 00	\$15,312 90	0 00%	0 00%
412	CEMETERY CAPITAL IMPROV	\$0 00	\$0 00	0 00%	0 00%
413	POLICE EQUIPMENT FUND	\$0 00	\$1,850 00	0 00%	0 00%
414	OFFICE AUTOMATION	\$0 00	\$0 00	0 00%	0 00%
415	MUNICIPAL BLDGS MAINT	\$0 00	\$0 00	0 00%	0 00%
601	WATER	\$432,649 00	\$120,787 59	27 92%	72 08%
602	SEWER	\$641,750 00	\$434,256 43	67 67%	32 33%
800	INVESTMENTS-POOLED	\$0 00	\$412,474 58	0 00%	0 00%
803	P & Z ESCROWS	\$0 00	\$634,347 21	0 00%	0 00%
851	NON EXP TRUST	\$0 00	\$0 00	0 00%	0 00%
		\$3,496,724 00	\$2,820,323 66	80 66%	19 34%

BAYPORT, MN

MONTHLY RECEIPTS

Period Name: AUGUST

FUND	Tran Date	Amount	Refer Comments	Account Descr
<b>FUND 101 GENERAL</b>				
101	8/25/2009	\$35 00	15888 PAUL MARCUSON - NSF CHARGE	R 101-00000-33100 ADMINIST
101	8/18/2009	\$25 00	15874 ATTORNEY TITLE OF BAYPORT - SPECI	R 101-00000-34105 USER FE
101	8/25/2009	\$4 00	15891 WATERFORD CONDO ON THE ST CROI	R 101-00000-34105 USER FE
101	8/25/2009	\$25 00	15892 SEARCH FEE	R 101-00000-34105 USER FE
101	9/1/2009	\$25 00	15914 ACCESS INFORMATION - SEARCH FEE	R 101-00000-34105 USER FE
101	9/1/2009	\$1,170 99	15915 ASSESSEMENT	R 101-00000-36102 SPECIAL
101	9/1/2009	\$97 11	15915 INTEREST	R 101-00000-36104 SPEC AS
101	8/6/2009	\$2,000 00	15862 S A C FEE - 2009	G 101-20102 S A C CHARGE
101	9/1/2009	\$2,000 00	15912 S A C FEE	G 101-20102 S A C CHARGE
101	9/1/2009	\$2,000 00	15913 S A C FEE	G 101-20102 S A C CHARGE
101	8/5/2009	\$20.50	15842 SURCHARGE	G 101-20104 STATE SURCHA
101	8/5/2009	\$0 50	15847 SURCHARGE	G 101-20104 STATE SURCHA
101	8/5/2009	\$3 30	15848 SURCHARGE	G 101-20104 STATE SURCHA
101	8/6/2009	\$187 20	15862 BP SURCHARGE	G 101-20104 STATE SURCHA
101	8/6/2009	\$5 00	15865 SURCHARGE	G 101-20104 STATE SURCHA
101	8/18/2009	\$0 70	15880 SURCHARGE	G 101-20104 STATE SURCHA
101	8/25/2009	\$0 50	15889 SURCHARGE	G 101-20104 STATE SURCHA
101	8/25/2009	\$4 84	15890 SURCHARGE	G 101-20104 STATE SURCHA
101	8/25/2009	\$30 00	15894 SURCHARGE	G 101-20104 STATE SURCHA
101	9/1/2009	\$12 50	15903 SURCHARGE	G 101-20104 STATE SURCHA
101	9/1/2009	\$3 14	15904 SURCHARGE	G 101-20104 STATE SURCHA
101	9/1/2009	\$0 50	15910 SURCHARGE	G 101-20104 STATE SURCHA
101	9/1/2009	\$0 50	15911 SURCHARGE	G 101-20104 STATE SURCHA
101	9/1/2009	\$126 50	15912 SURCHARGE	G 101-20104 STATE SURCHA
101	9/1/2009	\$111 50	15913 SURCHARGE	G 101-20104 STATE SURCHA
101	8/5/2009	\$6 87	15843 SALES TAX	G 101-20603 SALES TAX PAY
101	8/5/2009	\$6 87	15853 SALES TAX	G 101-20603 SALES TAX PAY
101	8/6/2009	\$33 74	15866 SALES TAX	G 101-20603 SALES TAX PAY
101	8/18/2009	\$6 87	15868 SALES TAX	G 101-20603 SALES TAX PAY
101	8/18/2009	\$3 44	15870 SALES TAX	G 101-20603 SALES TAX PAY
101	8/18/2009	\$3 44	15875 SALES TAX	G 101-20603 SALES TAX PAY
101	8/18/2009	\$6 87	15879 SALES TAX	G 101-20603 SALES TAX PAY
101	8/18/2009	\$1 72	15881 SALES TAX	G 101-20603 SALES TAX PAY
101	8/18/2009	\$6 87	15883 SALES TAX	G 101-20603 SALES TAX PAY
101	8/25/2009	\$40 07	15898 SALES TAX	G 101-20603 SALES TAX PAY
101	9/1/2009	\$6 87	15928 SALES TAX	G 101-20603 SALES TAX PAY
101	9/1/2009	\$37 10	15902 DENTAL	G 101-27107 DELTA DENTAL
101	9/1/2009	\$403 04	15902 MEDICA	G 101-27109 MEDICA
101	9/1/2009	\$191 63	15916 HEALTH SAVINGS ACCT SEPT 09	G 101-27122 H S A
101	8/5/2009	\$30 00	15847 BUSINESS LICENSE	R 101-41910-32100 BUSINES
101	9/1/2009	\$30 00	15907 MARK JOHN LINSTROM - SPECIALTY C	R 101-41910-32100 BUSINES
101	8/18/2009	\$50 00	15871 BETHLEHEM LUTHERAN CHURCH - SPE	R 101-41910-32200 NONBUSI
101	8/5/2009	\$585.00	15842 BLG PERMIT FEE	R 101-41910-32210 BUILDING
101	8/5/2009	\$380 25	15842 PLAN REVIEW FEE	R 101-41910-32210 BUILDING
101	8/5/2009	\$147 50	15848 PERMIT	R 101-41910-32210 BUILDING
101	8/6/2009	\$2,706 75	15862 BLG. PERMIT FEE	R 101-41910-32210 BUILDING
101	8/6/2009	\$1,759 39	15862 PLAN REVIEW	R 101-41910-32210 BUILDING
101	8/6/2009	\$191 75	15865 PERMIT	R 101-41910-32210 BUILDING
101	8/18/2009	\$54 25	15880 PERMIT	R 101-41910-32210 BUILDING
101	8/25/2009	\$191 75	15890 BLG PERMIT	R 101-41910-32210 BUILDING
101	8/25/2009	\$189 19	15894 PLAN REVIEW	R 101-41910-32210 BUILDING
101	8/25/2009	\$756 75	15894 BLG PERMIT FEE	R 101-41910-32210 BUILDING
101	9/1/2009	\$103 25	15903 PLAN REVIEW	R 101-41910-32210 BUILDING
101	9/1/2009	\$413 00	15903 BLG PERMIT	R 101-41910-32210 BUILDING
101	9/1/2009	\$147 50	15904 PERMIT	R 101-41910-32210 BUILDING
101	9/1/2009	\$1,974 75	15912 BLG PERMIT	R 101-41910-32210 BUILDING
101	9/1/2009	\$1,283 59	15912 PLAN REVIEW	R 101-41910-32210 BUILDING
101	9/1/2009	\$1,794 75	15913 BLG PERMIT	R 101-41910-32210 BUILDING
101	9/1/2009	\$1,166 59	15913 PLAN REVIEW	R 101-41910-32210 BUILDING
101	8/25/2009	\$75 00	15889 PLUMBING PERMIT	R 101-41910-32220 PLUMBIN

MONTHLY RECEIPTS

Period Name: AUGUST

FUND	Tran Date	Amount	Refer	Comments	Account Descr
101	9/1/2009	\$75 00	15910	PERMIT	R 101-41910-32220 PLUMBIN
101	9/1/2009	\$75 00	15911	PERMIT	R 101-41910-32220 PLUMBIN
101	8/5/2009	\$75 00	15847	MECH PERMIT	R 101-41910-32230 MECHANI
101	8/25/2009	\$4,249 00	15893	BUILDING INSPECTIONS	R 101-41910-34103 LAKELAN
101	8/18/2009	\$74 99	15877	REIMBURST - CELL PHONES CHARGES	E 101-42100-321 COMMUNIC
101	8/5/2009	\$10 00	15839	ONE LICENSE	R 101-42100-32240 ANIMAL F
101	8/5/2009	\$20 00	15839	ONE LICENSE	R 101-42100-32240 ANIMAL F
101	8/5/2009	\$10 00	15845	LICENSE	R 101-42100-32240 ANIMAL F
101	8/5/2009	\$10 00	15846	PET LICENSE	R 101-42100-32240 ANIMAL F
101	8/18/2009	\$10 00	15867	MARY JOLLY - PET LICENSE	R 101-42100-32240 ANIMAL F
101	8/18/2009	\$20 00	15873	BRAD ABRAHAMSON - 2 PET LICENSE	R 101-42100-32240 ANIMAL F
101	8/18/2009	\$30 00	15882	SARAH RMANONSKI - 2 PET LICENSE	R 101-42100-32240 ANIMAL F
101	8/25/2009	\$10 00	15895	PET LICENSE	R 101-42100-32240 ANIMAL F
101	9/1/2009	\$91 06	15908	ANDY NORLING - POICE TOWING	R 101-42100-34105 USER FE
101	9/1/2009	\$1 50	15906	TERRY ADAMS - POLICE REPORT	R 101-42100-34201 POLICE A
101	8/25/2009	\$2,134 23	15901	WASH FINE/FEE DESB JULY 09	R 101-42100-35101 COURT FI
101	8/5/2009	\$25 00	15854	NATIONAL NIGHT OUT DONATION	R 101-42100-36231 DONATIO
101	8/5/2009	\$50 00	15855	NATIONAL NIGHT OUT DONATION	R 101-42100-36231 DONATIO
101	8/5/2009	\$50 00	15856	CUMMININS LAW OFFICE - NATIONAL N	R 101-42100-36231 DONATIO
101	8/5/2009	\$100 00	15857	THE BOAT DOC - NATIONAL NIGHT OU	R 101-42100-36231 DONATIO
101	8/5/2009	\$50 00	15858	BAYPORT CHIRO OFFICE - NATIONAL N	R 101-42100-36231 DONATIO
101	8/5/2009	\$200 00	15859	FIRST STATE BANK OF BAYPORT - NAT	R 101-42100-36231 DONATIO
101	8/5/2009	\$350 00	15860	BAYPORT MARINA ASSOC - NATIONAL	R 101-42100-36231 DONATIO
101	8/5/2009	\$300 00	15861	JG HAUSE CONST NATIONAL NIGHT O	R 101-42100-36231 DONATIO
101	8/6/2009	\$109 00	15863	CASH - DUNK TANK - NIGHT UNITE	R 101-42100-36231 DONATIO
101	8/18/2009	\$1,500 00	15876	NATIONAL NIGHT OUT	R 101-42100-36231 DONATIO
101	8/25/2009	\$242 38	15896	FLOOD RUN	R 101-42100-36233 GRANTS
101	8/25/2009	\$997 11	15896	MAY DETAIL	R 101-42100-36233 GRANTS
101	8/25/2009	\$102 19	15896	SAFE & SOBER - PD	R 101-42100-36233 GRANTS
101	8/25/2009	\$408 77	15896	OAKDALE	R 101-42100-36233 GRANTS
101	8/25/2009	\$3,567 72	15899	POST BD CONTINUING EDUC/POLIC	R 101-42100-36242 POST TR
101	8/18/2009	\$195 73	15884	FIRE INSPECTIONS PERMITS - JUL	R 101-42200-32200 NONBUSI
101	8/5/2009	\$100 00	15843	PARK FEE	R 101-43200-34780 PARK FE
101	8/5/2009	\$100 00	15853	RESERVATION	R 101-43200-34780 PARK FE
101	8/6/2009	\$485 26	15866	CONCESSION	R 101-43200-34780 PARK FE
101	8/18/2009	\$100 00	15868	RESERVATION	R 101-43200-34780 PARK FE
101	8/18/2009	\$600 00	15869	GRAVESITE	R 101-43200-34780 PARK FE
101	8/18/2009	\$300 00	15869	HEADSTONE DEPOSIT	R 101-43200-34780 PARK FE
101	8/18/2009	\$700 00	15869	BURIAL	R 101-43200-34780 PARK FE
101	8/18/2009	\$50 00	15870	RESERVATION	R 101-43200-34780 PARK FE
101	8/18/2009	\$50 00	15875	RENTAL FEE	R 101-43200-34780 PARK FE
101	8/18/2009	\$100 00	15879	RESERVATION	R 101-43200-34780 PARK FE
101	8/18/2009	\$100 00	15881	DEPOSIT	R 101-43200-34780 PARK FE
101	8/18/2009	\$25 00	15881	RESERVATION	R 101-43200-34780 PARK FE
101	8/18/2009	\$100 00	15883	RESERVATION	R 101-43200-34780 PARK FE
101	8/18/2009	\$149 80	15886	CASH - BOAT TRAILER PARKING	R 101-43200-34780 PARK FE
101	8/25/2009	\$10 00	15895	BOAT TRAILER LICENSE	R 101-43200-34780 PARK FE
101	8/25/2009	\$576 46	15898	CONCESSIONS	R 101-43200-34780 PARK FE
101	9/1/2009	\$10 00	15909	JON NOWACZEK - BOAT TRAILER PARK	R 101-43200-34780 PARK FE
101	9/1/2009	\$10 00	15924	BILL VEZINA - BOAT TRAILER PARKING	R 101-43200-34780 PARK FE
101	9/1/2009	\$10 00	15925	PAUL ANDERSON - BOAT TRAILER PAR	R 101-43200-34780 PARK FE
101	9/1/2009	\$30 00	15926	RON KLEVE - BOAT TRAILER PKG	R 101-43200-34780 PARK FE
101	9/1/2009	\$317 00	15927	LAKESIDE - BOAT TRALER PARKING	R 101-43200-34780 PARK FE
101	9/1/2009	\$100 00	15928	RENTAL	R 101-43200-34780 PARK FE
101	8/25/2009	\$75 00	15897	ALBERT BEAUDET - MARKING FEE -VIC	R 101-43300-34940 CEMETE

FUND 101 GENERA \$41,917 89

FUND 102 STREET RECONSTRUCTION

102 8/18/2009 \$743 60 15878 ARLEN BELISLE - 2009 SIDEWALK ASS R 102-41601-36102 SPECIAL

BAYPORT, MN

MONTHLY RECEIPTS

Period Name: AUGUST

FUND	Tran Date	Amount	Refer Comments	Account Descr
<b>FUND 200 FIRE EQUIPMENT REPLACEMENT FUN</b>				
200	9/1/2009	\$650 00	15917 4 MOBILE RADIOS & 2 HANDHELDS	R 200-00000-37300 SALE OF
<b>FUND 202 DRUG FORFEITURE</b>				
202	8/18/2009	\$150 00	15885 CRASHED TOYS - STOCK # 289894-2001	R 202-00000-36249 DRUG FO
<b>FUND 206 WATER/SEWER IMPROVEMENT FUND</b>				
206	8/13/2009	\$184 06	0 UB AR Surc 23 TRUNK SEWER	R 206-00000-37106 TRUNK W
206	8/6/2009	\$63 64	0 UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	8/19/2009	\$117 96	0 UB Receipt Surc 23 TRUNK SEWER	G 206-12103 A/R GEN BILLIN
206	9/1/2009	\$77 12	0 UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	8/3/2009	\$117 95	0 UB Receipt Surc 23 TRUNK SEWER	G 206-12103 A/R GEN BILLIN
206	9/1/2009	\$71 26	0 UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	8/3/2009	\$12 30	0 UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	8/6/2009	\$1 20	0 UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	8/6/2009	\$1 20	0 UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	8/3/2009	\$246 42	0 UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	8/6/2009	\$84 53	0 UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	8/19/2009	\$38 11	0 UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	8/19/2009	\$124 63	0 UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	8/19/2009	\$34 04	0 UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	8/3/2009	\$10 20	0 UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	8/19/2009	\$188 96	0 UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	8/3/2009	\$372 86	0 UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	8/3/2009	\$0 64	0 UB AR Serv 26 TRUNK W/RESI	R 206-41900-37106 TRUNK W
206	8/19/2009	\$1 80	0 UB AR Serv 26 TRUNK W/RESI	R 206-41900-37106 TRUNK W
206	8/13/2009	\$3 60	0 UB AR Serv 26 TRUNK W/RESI	R 206-41900-37106 TRUNK W
206	8/19/2009	\$1 86	0 UB AR Serv 36 TRUNK S/RESI	R 206-41900-37206 TRUNK S
206	8/13/2009	\$3 84	0 UB AR Serv 36 TRUNK S/RESI	R 206-41900-37206 TRUNK S
206	8/3/2009	\$0 64	0 UB AR Serv 36 TRUNK S/RESI	R 206-41900-37206 TRUNK S
FUND 206 WATER/		\$1,758 82		
<b>FUND 207 PARK IMPROVEMENT FUND</b>				
207	8/6/2009	\$1,000 00	15862 PARK DEDICATION	R 207-00000-34780 PARK FE
207	9/1/2009	\$1,000 00	15912 PARK DEDICATION	R 207-00000-34780 PARK FE
207	9/1/2009	\$1,000 00	15913 PARK DEDICATION	R 207-00000-34780 PARK FE
FUND 207 PARK IM		\$3,000 00		
<b>FUND 211 LIBRARY</b>				
211	9/1/2009	\$233 00	15920 SERVICE CHARGES	R 211-45500-34760 LIBRARY
211	9/1/2009	\$79 94	15921 LIBRARY - SERVICE CHARGES	R 211-45500-34760 LIBRARY
211	9/1/2009	\$40 00	15918 LIBRARY - ROOM RENTAL	R 211-45500-36220 RENTAL I
211	9/1/2009	\$50 00	15919 LIBRARY ROMM RENTAL	R 211-45500-36220 RENTAL I
211	9/1/2009	\$100 00	15922 JOANNE COLE - LIBRARY DONATION	R 211-45500-36230 DONATIO
211	9/1/2009	\$10 00	15923 TRACEY DORSETT - LIBRARY DONATIO	R 211-45500-36230 DONATIO
FUND 211 LIBRARY		\$512 94		
<b>FUND 601 WATER</b>				
601	8/19/2009	\$1,574 70	0 UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	9/1/2009	\$642 70	0 UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	8/19/2009	\$47 75	0 UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	8/6/2009	\$2.50	0 UB Receipt Serv Pen 5 COMM WATER	G 601-14601 WATER BILLING
601	8/3/2009	\$134 03	0 UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	8/3/2009	\$85 01	0 UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING

MONTHLY RECEIPTS

Period Name: AUGUST

FUND	Tran Date	Amount	Refer Comments	Account Desc
601	8/3/2009	\$2 50	0 UB Receipt Serv Pen 5 COMM WATER	G 601-14601 WATER BILLING
601	8/3/2009	\$1 59	0 UB Receipt Serv 8 SAFE WTR FE	G 601-14601 WATER BILLING
601	8/6/2009	\$9 17	0 UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	8/3/2009	\$72 27	0 UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	8/6/2009	\$1 59	0 UB Receipt Serv 8 SAFE WTR FE	G 601-14601 WATER BILLING
601	8/19/2009	\$273 65	0 UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	8/6/2009	\$10 00	0 UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	8/6/2009	\$25 14	0 UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	8/19/2009	\$3 11	0 UB Receipt Serv Pen 5 COMM WATER	G 601-14601 WATER BILLING
601	9/1/2009	\$27 47	0 UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	8/3/2009	\$3,107 13	0 UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	8/6/2009	\$694 33	0 UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	9/1/2009	\$13 76	0 UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	8/19/2009	\$20 23	0 UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	8/3/2009	\$6 29	0 UB Receipt Surc 20 STATE TAX	G 601-14605 SALES TAX REC
601	8/6/2009	\$0 83	0 UB Receipt Surc 20 STATE TAX	G 601-14605 SALES TAX REC
601	8/6/2009	\$1,000 00	15862 WATER CONNECTION UP TO	R 601-46120-34601 WATER H
601	8/25/2009	\$1,000 00	15890 WATER CONNECTION	R 601-46120-34601 WATER H
601	9/1/2009	\$1,000 00	15905 CONNECTION	R 601-46120-34601 WATER H
601	9/1/2009	\$1,000 00	15912 WATER CONNECTION	R 601-46120-34601 WATER H
601	9/1/2009	\$1,000 00	15913 WATER CONNECTION	R 601-46120-34601 WATER H
601	8/6/2009	\$200 00	15862 WATER METER	R 601-46120-34602 WATER M
601	8/25/2009	\$200 00	15890 WATER METER	R 601-46120-34602 WATER M
601	9/1/2009	\$200 00	15905 WATER METER	R 601-46120-34602 WATER M
601	9/1/2009	\$200 00	15912 WATER METER	R 601-46120-34602 WATER M
601	9/1/2009	\$50 00	15912 WATER CONNECTION INSPECTION	R 601-46120-34602 WATER M
601	9/1/2009	\$200 00	15913 WATER METER	R 601-46120-34602 WATER M
601	8/6/2009	\$50 00	15862 WATER INSPECTION	R 601-46120-34603 WATER H
601	8/6/2009	\$50 00	15862 WATER CONNECTION FEE	R 601-46120-34603 WATER H
601	8/25/2009	\$50 00	15890 WATER INSPECTION	R 601-46120-34603 WATER H
601	9/1/2009	\$100 00	15905 INSPECTION	R 601-46120-34603 WATER H
601	9/1/2009	\$50 00	15912 WATER INSPECTION	R 601-46120-34603 WATER H
601	9/1/2009	\$50 00	15913 SEWER/WATER INPSECTION	R 601-46120-34603 WATER H
601	9/1/2009	\$50 00	15913 WATER INSPECTION	R 601-46120-34603 WATER H
601	8/19/2009	\$15 00	0 UB AR Serv 1 WATER	R 601-46120-37110 WATER R
601	8/3/2009	\$5 33	0 UB AR Serv 1 WATER	R 601-46120-37110 WATER R
601	8/13/2009	\$30 00	0 UB AR Serv 1 WATER	R 601-46120-37110 WATER R
601	8/3/2009	\$31 79	0 UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	8/3/2009	\$367 10	0 UB UR Receipt Group 02 XCEL	R 601-46120-37110 WATER R
601	8/19/2009	\$3 74	0 UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	9/1/2009	\$26 98	0 UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	8/5/2009	\$25 00	15840 LYNNE PETERSON - UTILITY RECONNE	R 601-46120-37110 WATER R
601	8/5/2009	\$25 00	15841 BARBARA CHRISTIANSON - UTILITY RE	R 601-46120-37110 WATER R
601	8/5/2009	\$25 00	15849 CHAD SWITALA - UTILITY RECONNET F	R 601-46120-37110 WATER R
601	8/5/2009	\$25 00	15850 RONALD JOHNSON - UTILITY RECONNE	R 601-46120-37110 WATER R
601	8/5/2009	\$25 00	15851 J JOHNSON - UTILITY RECONNECT CH	R 601-46120-37110 WATER R
601	8/5/2009	\$25 00	15852 SCOTT MCGEE - UTILITY RECONNECT	R 601-46120-37110 WATER R
601	8/25/2009	\$25 00	15892 SERVICE TURNON FEE	R 601-46120-37110 WATER R
601	8/3/2009	\$0 70	0 UB AR Surc 19 STATE SER CH	R 601-46120-37120 STATE S
601	8/19/2009	\$0 89	0 UB AR Surc 19 STATE SER CH	R 601-46120-37120 STATE S
601	8/13/2009	\$0 77	0 UB AR Surc 19 STATE SER CH	R 601-46120-37120 STATE S
FUND 601 WATER		\$13,863 05		
FUND 602 SEWER				
602	8/19/2009	\$318 86	0 UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLIN
602	8/19/2009	\$3 11	0 UB Receipt Serv Pen 25 COMM SEWER	G 602-14602 SEWER BILLIN
602	8/3/2009	\$2 50	0 UB Receipt Serv Pen 25 COMM SEWER	G 602-14602 SEWER BILLIN
602	8/3/2009	\$102 99	0 UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLIN
602	8/3/2009	\$982 93	0 UB Receipt Serv 13 NSP SEWER	G 602-14602 SEWER BILLIN
602	8/3/2009	\$2,053 60	0 UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLIN
602	8/6/2009	\$25 14	0 UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLIN

BAYPORT, MN

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MONTHLY RECEIPTS

Period Name: AUGUST

FUND	Tran Date	Amount	Refer Comments	Account Descr
602	8/19/2009	\$982 92	0 UB Receipt Serv 13 NSP SEWER	G 602-14602 SEWER BILLIN
602	8/19/2009	\$47 75	0 UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLIN
602	8/19/2009	\$1,078 71	0 UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLIN
602	8/3/2009	\$129 05	0 UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLIN
602	8/13/2009	\$16,541 25	0 UB Receipt Serv 19 PRISON SEWER	G 602-14602 SEWER BILLIN
602	9/1/2009	\$27 47	0 UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLIN
602	8/6/2009	\$2 50	0 UB Receipt Serv Pen 25 COMM SEWER	G 602-14602 SEWER BILLIN
602	9/1/2009	\$593 73	0 UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLIN
602	8/6/2009	\$10 00	0 UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLIN
602	8/6/2009	\$530 39	0 UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLIN
602	8/6/2009	\$750 00	15862 SEWER CONNECTION FEE	R 602-46200-34651 SEWER H
602	9/1/2009	\$750 00	15912 SEWER CONNECTION FEE	R 602-46200-34651 SEWER H
602	9/1/2009	\$750 00	15913 SEWER CONNECTION FEE	R 602-46200-34651 SEWER H
602	8/6/2009	\$50 00	15862 SEWER/WATER INSPECTION	R 602-46200-34652 SEWER I
602	8/25/2009	\$50 00	15890 SEWER INSPECTION	R 602-46200-34652 SEWER I
602	9/1/2009	\$50 00	15912 WATER/SEWER INSPECTION	R 602-46200-34652 SEWER I
602	9/1/2009	\$50 00	15913 WATER CONNECTION INSPECTION	R 602-46200-34652 SEWER I
602	8/19/2009	\$15 50	0 UB AR Serv 10 SEWER	R 602-46200-37210 SEWER R
602	8/13/2009	\$32 00	0 UB AR Serv 10 SEWER	R 602-46200-37210 SEWER R
602	8/3/2009	\$5 33	0 UB AR Serv 10 SEWER	R 602-46200-37210 SEWER R
602	8/13/2009	\$16,541 25	0 UB AR Serv 19 PRISON SEWER	R 602-46200-37220 PRISON S
602	8/13/2009	\$1,533 80	0 UB AR Serv 13 NSP SEWER	R 602-46200-37230 NSP COL
FUND 602 SEWER		\$44,010 78		
<b>FUND 803 P &amp; Z ESCROWS</b>				
803	8/25/2009	\$59,139 34	15900 PERRO CREEK OUTLET - PAY REQUES	R 803-80018-37303 STATE P
803	8/25/2009	\$8,217 54	15900 PERRO CREEK OUTLET - PAY REQUES	R 803-80018-37303 STATE P
FUND 803 P & Z ES		\$67,356 88		
		<u>\$173,963 96</u>		

BAYPORT, MN

EXPENSE SUMMARY YTD THRU 08/31/09

8th Month = 66.72

DEPT	DEPT Descr	2009 Budget	2009 YTD Amt	Balance	2009 % of Budget Remain
FUND 101 GENERAL					
00000	GENERAL GOVERNMENT	\$0 00	\$0 00	\$0 00	0 00%
41100	ELECTIONS	\$1,000 00	\$856 00	\$144 00	14 40%
41200	MAYOR & COUNCIL	\$144,846 00	\$132,301 36	\$12,544 64	8 66%
41240	RECYCLING	\$9,495 00	\$3,637 54	\$5,857 46	61 69%
41400	ADMINISTRATION	\$152,887 54	\$90,239 63	\$62,647 91	40 98%
41903	DEBT SERVICE	\$0 00	\$0 00	\$0 00	0 00%
80012	FRIENDS OF ST CROIX PREP	\$0 00	\$7 00	-\$7 00	0 00%
80013	BAYPORT MARINA	\$0 00	\$1,618 85	-\$1,618 85	0 00%
80014	GROUP 41 (MIKE SCHALON	\$0 00	\$0 00	\$0 00	0 00%
80015	GARY SWAGER	\$0 00	\$0 00	\$0 00	0 00%
80016	Pete Miller - Feasi Study	\$0 00	\$0 00	\$0 00	0 00%
80017	AMERICAN LEGION POST 491	\$0 00	\$441 20	-\$441 20	0 00%
80018	MSCWM PERRO CREEK OUTL	\$0 00	\$501,426 85	-\$501,426 85	0 00%
80019	JG HAUSE CONSTRUCTION	\$0 00	\$97,007 72	-\$97,007 72	0 00%
80020	HYNNEK CUP APPLICATION	\$0 00	\$267 02	-\$267 02	0 00%
80021	GORDON TELLINGHUISEN	\$0 00	\$167 35	-\$167 35	0 00%
80022	DUANCE JOHNSON	\$0 00	\$201 74	-\$201 74	0 00%
80023	MI-TECH SERVICES, INC	\$0 00	\$554 83	-\$554 83	0 00%
IFUND 803 P & Z ESCROWS		\$0 00	\$602,116 46	-\$602,116 46	0 00%
FUND 999 ACCRUED INT PAYABLE					
41000	DEPRECIATION EXP - GEN GO	\$0 00	\$0 00	\$0 00	0 00%
42000	PUBLIC SAFE CAPITAL OUTLA	\$0 00	\$0 00	\$0 00	0 00%
43000	DEPRECIATION EXP - PUBLIC	\$0 00	\$0 00	\$0 00	0 00%
43100	STREET MAINT	\$0 00	\$0 00	\$0 00	0 00%
43200	PARKS	\$0 00	\$0 00	\$0 00	0 00%
43300	CEMETERY	\$0 00	\$0 00	\$0 00	0 00%
44000	DEPRECIATION EXP - LIBRARY	\$0 00	\$0 00	\$0 00	0 00%
45000	DEPRECIATION EXP - PARKS	\$0 00	\$0 00	\$0 00	0 00%
47000	INTEREST EXP	\$0 00	\$0 00	\$0 00	0 00%
FUND 999 ACCRUED INT PAYABLE		\$0 00	\$0 00	\$0 00	0 00%
		\$3,470,436 53	\$2,609,323 73	\$861,112 80	24 81%



MONTHLY EXPENSES

Period Name: AUGUST

FUND Search Name	Tran Date	Act Amount Typ	DEPT	OBJ Comments	OBJ Descr
<b>FUND 101 GENERAL</b>					
<b>DEPT 41200 MAYOR &amp; COUNCIL</b>					
101	8/20/2009	\$1,274 63 E	41200	101 Labor Distribution	WAGES AND SAL
101	8/20/2009	\$79 03 E	41200	122 Labor Distribution	CONT TO RET , S
101	8/20/2009	\$18 48 E	41200	170 Labor Distribution	MEDICARE
101 BUSINESS FORMS & ACCOU	9/1/2009	\$7 89 E	41200	201 PAYROLL CHECKS	OFFICE SUPPLIE
101 QUILL	8/20/2009	\$4 10 E	41200	201 LASER TONER CTG	OFFICE SUPPLIE
101 OFFICE SUPPLY CONNECTI	8/24/2009	\$1 47 E	41200	201 OFFICE SUPPLIES	OFFICE SUPPLIE
101 OFFICE SUPPLY CONNECTI	8/24/2009	\$5 00 E	41200	201 OFFICE SUPPLIES	OFFICE SUPPLIE
101 QUILL	8/20/2009	\$2 01 E	41200	201 OFFICE SUPPLES	OFFICE SUPPLIE
101 ECKBERG, LAMMERS, BRIG	8/20/2009	\$54 00 E	41200	300 TELEPHONE CONFERENCE SA	PROF SER-LEGAL
101 ECKBERG, LAMMERS, BRIG	8/20/2009	\$135 00 E	41200	300 CC MTG	PROF SER-LEGAL
101 ECKBERG, LAMMERS, BRIG	8/20/2009	\$135 00 E	41200	300 CC MTG	PROF SER-LEGAL
101 ECKBERG, LAMMERS, BRIG	8/20/2009	\$60 75 E	41200	300 MI TECH TELEPHONE CONFER	PROF SER-LEGAL
101 ECKBERG, LAMMERS, BRIG	8/20/2009	\$202 50 E	41200	300 STAFF MTG	PROF SER-LEGAL
101 ECKBERG, LAMMERS, BRIG	8/20/2009	\$47 25 E	41200	300 TEEPHONE CONFERENCE PEN	PROF SER-LEGAL
101 ECKBERG, LAMMERS, BRIG	8/20/2009	\$337 50 E	41200	300 DRAFT RIGHT-OF-WAY ORDINA	PROF SER-LEGAL
101 ECKBERG, LAMMERS, BRIG	8/20/2009	\$101 25 E	41200	300 FINALIZE RIGHT-OF-WAY ORDI	PROF SER-LEGAL
101 ECKBERG, LAMMERS, BRIG	8/20/2009	\$270 00 E	41200	300 STAFF MTG	PROF SER-LEGAL
101 ECKBERG, LAMMERS, BRIG	8/10/2009	-\$475 00 E	41200	300 PROFESSIONAL DISCOUNT (PE	PROF SER-LEGAL
101 ECKBERG, LAMMERS, BRIG	8/20/2009	\$40 50 E	41200	300 INSPIRATION DEVELOPMENT	PROF SER-LEGAL
101 ECKBERG, LAMMERS, BRIG	8/20/2009	\$173 05 E	41200	300 GROUP 41 LITIGATION	PROF SER-LEGAL
101 ECKBERG, LAMMERS, BRIG	8/20/2009	\$1 22 E	41200	300 SALES TAX	PROF SER-LEGAL
101 S E H	8/24/2009	\$359 89 E	41200	301 STAFF MTG'S	PROF SER-ENGIN
101 S E H	8/24/2009	\$72 50 E	41200	301 COUNCIL MTG	PROF SER-ENGIN
101 COMPLETE HEALTH ENVIRO	8/6/2009	\$437 50 E	41200	306 MAINTENANCE PLAN - JULY 20	PROF SER-OTHE
101 STILLWATER GAZETTE	8/20/2009	\$66 57 E	41200	350 2008 ANNUAL DISCLOSURE	PRINTING & PUBL
101 LEAGUE OF MINNESOTA CIT	8/6/2009	\$15 00 E	41200	402 SARA TAYLOR - 9/24/09 ST PA	CONFERENCES &
101 PETTY CASH	8/19/2009	\$20 00 E	41200	402 SARA TAYLOR - APMP MTG	CONFERENCES &
101 PETTY CASH	8/19/2009	\$6 00 E	41200	402 SARA TAYLOR - PARKING U OF	CONFERENCES &
101 US INTERNET	8/20/2009	\$50 60 E	41200	416 MONTHLY SECURENCE 8/19/09-	REPAIR/MAINT O
DEPT 41200 MAYOR & COUNCIL		\$3,503 69			
<b>DEPT 41240 RECYCLING</b>					
101 MANAGEMENT SERVICES	8/18/2009	\$198 72 E	41240	302 CONSULTING SERVICES	CONTRACT SERV
101 MANAGEMENT SERVICES	8/4/2009	\$182 39 E	41240	302 CONSULTING SERVICES	CONTRACT SERV
101 PEDAR BROWN	8/10/2009	\$30 00 E	41240	370 RECYCLING RECIPIENT	RECYCLING INCE
DEPT 41240 RECYCLING		\$411 11			
<b>DEPT 41400 ADMINISTRATION</b>					
101	8/7/2009	\$2,268 05 E	41400	101 Labor Distribution	WAGES AND SAL
101	7/24/2009	\$2,248 11 E	41400	101 Labor Distribution	WAGES AND SAL
101	7/24/2009	\$151 76 E	41400	121 Labor Distribution	P E R A
101	8/7/2009	\$153 10 E	41400	121 Labor Distribution	P E R A
101	7/24/2009	\$137 99 E	41400	122 Labor Distribution	CONT TO RET , S
101	8/7/2009	\$139 23 E	41400	122 Labor Distribution	CONT TO RET , S
101	7/24/2009	\$159 24 E	41400	126 Labor Distribution	H S A
101	8/7/2009	\$159 24 E	41400	126 Labor Distribution	H S A
101 WELLS FARGO HBS	8/4/2009	\$229 50 E	41400	131 ADMINISTRATION FEE	CONT TO EMPLO
101	7/24/2009	\$429 48 E	41400	131 Labor Distribution	CONT TO EMPLO
101	8/7/2009	\$32 56 E	41400	170 Labor Distribution	MEDICARE
101	7/24/2009	\$32 27 E	41400	170 Labor Distribution	MEDICARE
101 QUILL	8/20/2009	\$24 61 E	41400	201 LASER TONER CTG	OFFICE SUPPLIE
101 OFFICE SUPPLY CONNECTI	8/24/2009	\$30 04 E	41400	201 OFFICE SUPPLIES	OFFICE SUPPLIE
101 BUSINESS FORMS & ACCOU	9/1/2009	\$47 34 E	41400	201 PAYROLL CHECKS	OFFICE SUPPLIE
101 PETTY CASH	8/19/2009	\$1 58 E	41400	201 KAREN HUFTEL - WALMART/FIL	OFFICE SUPPLIE
101 PETTY CASH	8/19/2009	\$3 87 E	41400	201 MIKE MCGUIRE - HOLIDAY/COO	OFFICE SUPPLIE
101 QUILL	8/20/2009	\$12 09 E	41400	201 OFFICE SUPPLES	OFFICE SUPPLIE
101 PETTY CASH	8/19/2009	\$36 00 E	41400	201 SARA TAYLOR - SAM'S CLUB/B	OFFICE SUPPLIE
101 PETTY CASH	8/19/2009	\$23 80 E	41400	201 SARA TAYLOR - BREAKROOM S	OFFICE SUPPLIE

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101 OFFICE SUPPLY CONNECTI	8/24/2009	\$8 82 E	41400	201 OFFICE SUPPLIES	OFFICE SUPPLIE
101 MANAGEMENT SERVICES	8/18/2009	\$1,854 73 E	41400	302 CONSULTING SERVICES	CONTRACT SERV
101 MANAGEMENT SERVICES	8/4/2009	\$1,702 28 E	41400	302 CONSULTING SERVICES	CONTRACT SERV
101 TAYLOR, SARA	8/20/2009	\$113 57 E	41400	400 MILEAGE REIMBURSTMENT	USE OF PERSON
101 TAYLOR, SARA	8/20/2009	\$3 00 E	41400	402 MILEAGE REIMBURSTMENT	CONFERENCES &
101 ADVANCE IMAGING SOLUTI	8/6/2009	\$26 06 E	41400	416 PER COPY CHARGE	REPAIR/MAINT O
101 TR COMPUTER SALES LLC	8/24/2009	\$27 00 E	41400	416 COMPUTER CONSULTING	REPAIR/MAINT O
DEPT 41400 ADMINISTRATION		\$10,055 32			
<b>DEPT 41910 PLANNING &amp; ZONING</b>					
101	7/24/2009	\$4,310 89 E	41910	101 Labor Distribution	WAGES AND SAL
101	8/7/2009	\$4,252 02 E	41910	101 Labor Distribution	WAGES AND SAL
101	8/7/2009	\$287 02 E	41910	121 Labor Distribution	P E R A
101	7/24/2009	\$291 00 E	41910	121 Labor Distribution	P E R A
101	7/24/2009	\$265 60 E	41910	122 Labor Distribution	CONT TO RET , S
101	8/7/2009	\$261 95 E	41910	122 Labor Distribution	CONT TO RET , S
101	8/7/2009	\$309 63 E	41910	126 Labor Distribution	H S A
101	7/24/2009	\$309 63 E	41910	126 Labor Distribution	H S A
101	7/24/2009	\$756 84 E	41910	131 Labor Distribution	CONT TO EMPLO
101	7/24/2009	\$62 12 E	41910	170 Labor Distribution	MEDICARE
101	8/7/2009	\$61 27 E	41910	170 Labor Distribution	MEDICARE
101 QUILL	8/20/2009	\$10 07 E	41910	201 OFFICE SUPPLES	OFFICE SUPPLIE
101 QUILL	8/20/2009	\$20 51 E	41910	201 LASER TONER CTG	OFFICE SUPPLIE
101 OFFICE SUPPLY CONNECTI	8/24/2009	\$25 03 E	41910	201 OFFICE SUPPLIES	OFFICE SUPPLIE
101 OFFICE SUPPLY CONNECTI	8/24/2009	\$7 35 E	41910	201 OFFICE SUPPLIES	OFFICE SUPPLIE
101 BUSINESS FORMS & ACCOU	9/1/2009	\$39 45 E	41910	201 PAYROLL CHECKS	OFFICE SUPPLIE
101 HOLIDAY FLEET	8/18/2009	\$102 05 E	41910	212 FUEL - VEHICLE MAINT	MOTOR FUELS &
101 PETTY CASH	8/19/2009	\$13 36 E	41910	217 JOHN BUCKLEY - WASHINGTO	MATERIALS & PR
101 PETTY CASH	8/19/2009	\$10 69 E	41910	217 JOHN BUCKLEY - WASHINGTON	MATERIALS & PR
101 S E H	8/24/2009	\$164 82 E	41910	301 SURVEY REVIEW BLK 11 INSPI	PROF SER-ENGIN
101 MANAGEMENT SERVICES	8/18/2009	\$1,656 01 E	41910	302 CONSULTING SERVICES	CONTRACT SERV
101 MANAGEMENT SERVICES	8/4/2009	\$1,519 90 E	41910	302 CONSULTING SERVICES	CONTRACT SERV
101 TAYLOR, SARA	8/20/2009	\$113 58 E	41910	400 MILEAGE REIMBURSTMENT	USE OF PERSON
101 TR COMPUTER SALES LLC	8/24/2009	\$22 50 E	41910	416 COMPUTER CONSULTING	REPAIR/MAINT O
101 ADVANCE IMAGING SOLUTI	8/6/2009	\$21 72 E	41910	416 PER COPY CHARGE	REPAIR/MAINT O
DEPT 41910 PLANNING & ZONING		\$14,895 01			
<b>DEPT 41940 MUNICIPAL BUILDINGS</b>					
101 SERVICEMASTER	8/20/2009	\$432 00 E	41940	302 CLEANING SERICE FOR AUG 09	CONTRACT SERV
101 OFFICE OF ENT TECHNOLO	8/24/2009	\$441 90 E	41940	321 PHONES	COMMUNICATION
101 OFFICE OF ENT TECHNOLO	8/10/2009	\$418 12 E	41940	321 PHONES	COMMUNICATION
101 COMCAST	8/26/2009	\$34 95 E	41940	321 HIGH SPEED INTERNET	COMMUNICATION
101 XCEL	8/4/2009	\$1,227 49 E	41940	380 GAS & ELECTRIC SERVICE	ELECTRIC SERVI
101 XCEL	8/4/2009	\$101 26 E	41940	381 GAS & ELECTRIC SERVICE	FUEL FOR HEAT
101 ELECTRO WATCHMAN, INC	9/2/2009	-\$3 24 E	41940	420 Cancel Ck in Check Writer	R & M BLDGS, ST
101 MINNESOTA ELEVATOR	8/20/2009	\$144 50 E	41940	420 AUGUST 09 SERVICE	R & M BLDGS, ST
101 ELECTRO WATCHMAN, INC	8/20/2009	\$3 24 E	41940	420 SERVICE	R & M BLDGS, ST
101 ELECTRO WATCHMAN, INC	8/20/2009	\$96 19 E	41940	420 SERVICE	R & M BLDGS, ST
DEPT 41940 MUNICIPAL BUILDINGS		\$2,896 41			
<b>DEPT 42100 POLICE</b>					
101	8/7/2009	\$2,457 62 E	42100	050 Labor Distribution	SEASONAL/PART
101	7/24/2009	\$950 46 E	42100	050 Labor Distribution	SEASONAL/PART
101	7/24/2009	\$11,719 37 E	42100	101 Labor Distribution	WAGES AND SAL
101	8/7/2009	\$11,995 38 E	42100	101 Labor Distribution	WAGES AND SAL
101	7/24/2009	\$1,052 34 E	42100	102 Labor Distribution	OVERTIME
101	8/7/2009	\$1,149 72 E	42100	102 Labor Distribution	OVERTIME
101	7/24/2009	\$1,789 78 E	42100	121 Labor Distribution	P E R A
101	8/7/2009	\$1,943 78 E	42100	121 Labor Distribution	P E R A
101	7/24/2009	\$68 11 E	42100	122 Labor Distribution	CONT TO RET , S

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101	8/7/2009	\$117 24	E	42100	122 Labor Distribution	CONT TO RET , S
101	8/7/2009	\$628 12	E	42100	126 Labor Distribution	H S A
101	7/24/2009	\$628 12	E	42100	126 Labor Distribution	H S A
101	7/24/2009	\$1,779 20	E	42100	131 Labor Distribution	CONT TO EMPLO
101	8/7/2009	\$225 43	E	42100	170 Labor Distribution	MEDICARE
101	7/24/2009	\$198 16	E	42100	170 Labor Distribution	MEDICARE
101 QUILL	8/20/2009	\$20 51	E	42100	201 LASER TONER CTG	OFFICE SUPPLIE
101 OFFICE SUPPLY CONNECTI	8/24/2009	\$25 03	E	42100	201 OFFICE SUPPLIES	OFFICE SUPPLIE
101 U S BANK VISA	8/4/2009	\$228 13	E	42100	201 OFFICE MAX	OFFICE SUPPLIE
101 QUILL	8/20/2009	\$10 07	E	42100	201 OFFICE SUPPLES	OFFICE SUPPLIE
101 BUSINESS FORMS & ACCOU	9/1/2009	\$39 45	E	42100	201 PAYROLL CHECKS	OFFICE SUPPLIE
101 OFFICE SUPPLY CONNECTI	8/24/2009	\$7 35	E	42100	201 OFFICE SUPPLIES	OFFICE SUPPLIE
101 RIVER VALLEY PRINTING	8/24/2009	\$323 85	E	42100	201 OPERATING SUPPLIES - PD	OFFICE SUPPLIE
101 STILLWATER TOWING INC	8/5/2009	\$90 84	E	42100	202 109501337	UNIFORMS - MISC
101 STILLWATER TOWING INC	8/5/2009	\$65 00	E	42100	202 104501234	UNIFORMS - MISC
101 HOLIDAY FLEET	8/18/2009	\$1,134 94	E	42100	212 FUEL - VEHICILE MAINT	MOTOR FUELS &
101 ECKBERG, LAMMERS, BRIG	8/10/2009	\$2,163.20	E	42100	300 PROSECUTION	PROF SER-LEGAL
101 ECKBERG, LAMMERS, BRIG	8/10/2009	\$2 89	E	42100	300 COPIES	PROF SER-LEGAL
101 VERIZON WIRELESS	8/13/2009	\$237 38	E	42100	321 PHONES - PD	COMMUNICATION
101 TR COMPUTER SALES LLC	8/4/2009	\$159 75	E	42100	323 DVD-RW BLACK DRIVE - PD	RADIOS-REPAIR
101 WASHINGTON COUNTY SHE	8/18/2009	\$4,379 00	E	42100	391 QTR 2 09 ALERTS & QTR 2 09 R	SHARED AUTOMA
101 WASHINGTON COUNTY SHE	8/18/2009	\$750 00	E	42100	391 QTR 2 09 MDC - PD	SHARED AUTOMA
101 WASHINGTON COUNTY PUB	8/13/2009	\$333 40	E	42100	391 JULY 2009 RADIOS - PD	SHARED AUTOMA
101 DVS RENEWAL	8/24/2009	\$46 25	E	42100	412 TAB RENEWAL - FORD 2000 - P	REP & MAINT VE
101 TIREPROZ	8/10/2009	\$14 29	E	42100	412 ROTATE TIRES - 2009 DODGE C	REP & MAINT VE
101 TIREPROZ	8/5/2009	\$24 99	E	42100	412 2005 DODGE DURANGO - PD	REP & MAINT VE
101 ADVANCE IMAGING SOLUTI	8/6/2009	\$21 72	E	42100	416 PER COPY CHARGE	REPAIR/MAINT O
101 TR COMPUTER SALES LLC	8/24/2009	\$22 50	E	42100	416 COMPUTER CONSULTING	REPAIR/MAINT O
101 EASTMAN, LAURA	8/10/2009	\$385 48	E	42100	444 PIZZA	COMMUNITY PRO
101 U S BANK VISA	8/4/2009	\$50 73	E	42100	444 WM SUPERCENTER	COMMUNITY PRO
101 U S BANK VISA	8/4/2009	\$1,760 04	E	42100	444 SPARTAN PROMOTIONAL	COMMUNITY PRO
101 U S BANK VISA	8/4/2009	\$33 73	E	42100	444 PARTY AMERICA	COMMUNITY PRO
101 EASTMAN, LAURA	8/10/2009	\$33 73	E	42100	444 HELIUM FOR BALLONS	COMMUNITY PRO
DEPT 42100 POLICE		\$49,067 08				
DEPT 42200 FIRE PROTECTION						
101	8/20/2009	\$583 33	E	42200	101 Labor Distribution	WAGES AND SAL
101	8/20/2009	\$15 50	E	42200	122 Labor Distribution	CONT TO RET S
101	8/20/2009	\$8 46	E	42200	170 Labor Distribution	MEDICARE
101 M-R SIGN COMPANY, INC	8/24/2009	\$164 10	E	42200	202 OPERATING SUPPLIES - FD	UNIFORMS - MISC
101 HOLIDAY FLEET	8/18/2009	\$878 42	E	42200	212 FUEL - VEHICILE MAINT	MOTOR FUELS &
101 U S BANK VISA	9/1/2009	\$341 41	E	42200	220 GANDER MOUNTAIN	OPERATING SUP
101 U S BANK VISA	9/1/2009	\$31 64	E	42200	220 WAL MART	OPERATING SUP
101 STILLWATER MEDICAL GRO	8/24/2009	\$103 00	E	42200	306 HELATH SERVICE CONSULTATI	PROF SER-OTHE
101 STILLWATER MEDICAL GRO	8/24/2009	\$402 00	E	42200	306 MATTHEW LUNDQUIST	PROF SER-OTHE
101 NEXTEL COMMUNICATIONS	8/24/2009	\$180 19	E	42200	321 PHONE - FD	COMMUNICATION
101 WASHINGTON COUNTY PUB	8/17/2009	\$1,133 56	E	42200	391 JULY RADIOS - FD	SHARED AUTOMA
101 JOE COREY AUTO BODY	8/17/2009	\$735 00	E	42200	412 VEHICILE REPAIR - FD	REP & MAINT VE
101 JOE COREY AUTO BODY	8/17/2009	\$260 00	E	42200	412 VEHICILE REPAIR - FD	REP & MAINT VE
101 CARQUEST AUTO PARTS	8/17/2009	\$110 91	E	42200	412 VEHICILE MAINT	REP & MAINT VE
101 JOE COREY AUTO BODY	8/17/2009	\$175 00	E	42200	412 VEHICILE REPAIR - FD	REP & MAINT VE
101 EMERGENCY APPARATUS M	8/24/2009	\$366 79	E	42200	412 VEHICLE REPAIR - LADDER 210	REP & MAINT VE
101 EMERGENCY APPARATUS M	8/24/2009	\$1,902 52	E	42200	412 VEHICLE REPAIR - LADDER 210	REP & MAINT VE
101 DISTRICT 2	8/17/2009	\$262 84	E	42200	412 VEHICILE MAINT - FD	REP & MAINT VE
101 MN DEPT OF LABOR AND IN	8/17/2009	\$10 00	E	42200	419 CUSTOMER # 0000113062	REPAIR & MAINT
101 MUNICIPAL EMERGENCY SE	8/24/2009	\$1,350 00	E	42200	419 VEHICILE MAINT - FD	REPAIR & MAINT
101 MUNICIPAL EMERGENCY SE	9/1/2009	\$1,115 74	E	42200	419 OPERATING MATERIAL- FD	REPAIR & MAINT
101 T R F SUPPLY	9/1/2009	\$281 61	E	42200	420 MAINT MATERIAL - FD	R & M BLDGS, ST
DEPT 42200 FIRE PROTECTION		\$10,412 02				

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<b>DEPT 43100 STREET MAINT</b>						
101	7/24/2009	\$598 00	E	43100	050 Labor Distribution	SEASONAL/PART
101	8/7/2009	\$744 00	E	43100	050 Labor Distribution	SEASONAL/PART
101	7/24/2009	\$1 785 60	E	43100	101 Labor Distribution	WAGES AND SAL
101	8/7/2009	\$1,785 60	E	43100	101 Labor Distribution	WAGES AND SAL
101	8/7/2009	\$120 54	E	43100	121 Labor Distribution	P E R A
101	7/24/2009	\$120 53	E	43100	121 Labor Distribution	P E R A
101	7/24/2009	\$147 08	E	43100	122 Labor Distribution	CONT TO RET , S
101	8/7/2009	\$156 13	E	43100	122 Labor Distribution	CONT TO RET , S
101	7/24/2009	\$132 47	E	43100	126 Labor Distribution	H S A
101	8/7/2009	\$132.71	E	43100	126 Labor Distribution	H S A
101	7/24/2009	\$351 93	E	43100	131 Labor Distribution	CONT TO EMPLO
101	7/24/2009	\$34 39	E	43100	170 Labor Distribution	MEDICARE
101	8/7/2009	\$36 52	E	43100	170 Labor Distribution	MEDICARE
101 QUILL	8/20/2009	\$2 01	E	43100	201 OFFICE SUPPLES	OFFICE SUPPLIE
101 OFFICE SUPPLY CONNECTI	8/24/2009	\$1 47	E	43100	201 OFFICE SUPPLIES	OFFICE SUPPLIE
101 BUSINESS FORMS & ACCOU	9/1/2009	\$7 89	E	43100	201 PAYROLL CHECKS	OFFICE SUPPLIE
101 OFFICE SUPPLY CONNECTI	8/24/2009	\$5 00	E	43100	201 OFFICE SUPPLIES	OFFICE SUPPLIE
101 QUILL	8/20/2009	\$4 10	E	43100	201 LASER TONER CTG	OFFICE SUPPLIE
101 HOLIDAY FLEET	8/18/2009	\$268 99	E	43100	212 FUEL - VEHICILE MAINT	MOTOR FUELS &
101 MENARDS-STILLWATER	9/1/2009	\$25 27	E	43100	212 OPERATING MATERIAL	MOTOR FUELS &
101 SHERWIN WILLIAMS LC	9/1/2009	\$95 66	E	43100	220 PAINT- OPERATING SUPPLIES	OPERATING SUP
101 SHERWIN WILLIAMS LC	9/1/2009	\$4 27	E	43100	220 OPERATING SUPPLIES - PAINT	OPERATING SUP
101 SHERWIN WILLIAMS LC	8/5/2009	\$438 57	E	43100	220 TRAFFIC PAINT	OPERATING SUP
101 SHERWIN WILLIAMS LC	8/5/2009	\$8 23	E	43100	220 PAINTING SUPPLIES	OPERATING SUP
101 CARQUEST AUTO PARTS	8/5/2009	\$17 94	E	43100	412 FLASHER - TANKER	REP & MAINT VE
101 TR COMPUTER SALES LLC	8/24/2009	\$4 50	E	43100	416 COMPUTER CONSULTING	REPAIR/MAINT O
101 ADVANCE IMAGING SOLUTI	8/6/2009	\$4 34	E	43100	416 PER COPY CHARGE	REPAIR/MAINT O
101 BUBERL BLACK DIRT	8/31/2009	\$178 92	E	43100	420 14 YDS BLK DIRT	R & M BLDGS, ST
101 TOWER ASPHALT, INC	8/31/2009	\$85 50	E	43100	421 TRACK OIL	REPAIR & MAINT
101 T A SCHIFSKY & SONS INC	9/1/2009	\$209 73	E	43100	421 BASE ASPHALT	REPAIR & MAINT
101 T A SCHIFSKY & SONS INC	9/1/2009	\$370 46	E	43100	421 ASPHALT HOTMIX	REPAIR & MAINT
101 T A SCHIFSKY & SONS INC	9/1/2009	\$580 27	E	43100	421 ASPHALT HOTMIX	REPAIR & MAINT
101 MILLER EXCAVATING	9/1/2009	\$710 19	E	43100	421 STREET SUPPLIES	REPAIR & MAINT
101 ALLIED BLACKTOP CO	9/1/2009	\$67,820 00	E	43100	422 SEAL COATING	SEALCOATING
101 WILLOW RIVER CONSTRUCT	9/1/2009	\$21,930 25	E	43100	423 2009 SIDEWALK PROJECT	SIDEWALKS, CUR
DEPT 43100 STREET MAINT		\$98,919 06				
<b>DEPT 43160 STREET LIGHTING</b>						
101 XCEL	8/4/2009	\$2,166 16	E	43160	380 GAS & ELECTRIC SERVICE	ELECTRIC SERVI
<b>DEPT 43200 PARKS</b>						
101	8/7/2009	\$1,194 75	E	43200	050 Labor Distribution	SEASONAL/PART
101	7/24/2009	\$981 00	E	43200	050 Labor Distribution	SEASONAL/PART
101	7/24/2009	\$955 20	E	43200	101 Labor Distribution	WAGES AND SAL
101	8/7/2009	\$955 20	E	43200	101 Labor Distribution	WAGES AND SAL
101	7/24/2009	\$64 48	E	43200	121 Labor Distribution	P E R A
101	8/7/2009	\$64 48	E	43200	121 Labor Distribution	P E R A
101	8/7/2009	\$130 97	E	43200	122 Labor Distribution	CONT TO RET , S
101	7/24/2009	\$117 72	E	43200	122 Labor Distribution	CONT TO RET , S
101	7/24/2009	\$44 24	E	43200	126 Labor Distribution	H S A
101	8/7/2009	\$44 24	E	43200	126 Labor Distribution	H S A
101	7/24/2009	\$145 27	E	43200	131 Labor Distribution	CONT TO EMPLO
101	8/7/2009	\$30 63	E	43200	170 Labor Distribution	MEDICARE
101	7/24/2009	\$27 53	E	43200	170 Labor Distribution	MEDICARE
101 HOLIDAY FLEET	8/18/2009	\$120 92	E	43200	212 FUEL - VEHICILE MAINT	MOTOR FUELS &
101 T R F SUPPLY	8/31/2009	\$513 00	E	43200	220 TRASH BAGS	OPERATING SUP
101 SCHWAN FOOD COMPANY	8/24/2009	\$79 13	E	43200	221 BEACH HOUSE CONCESSIONS	CONCESSIONS
101 SCHWAN FOOD COMPANY	8/24/2009	\$18 18	E	43200	221 BEACH HOUSE CONCESSIONS	CONCESSIONS

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101 SCHWAN FOOD COMPANY	8/24/2009	\$70 33	E	43200	221 BEACH HOUSE CONCESSIONS	CONCESSIONS
101 LAKE ELMO SOD FARM LLC	8/31/2009	\$19 44	E	43200	410 SOD	REPAIR & MAINT
101 LAKE ELMO SOD FARM LLC	8/31/2009	\$70 70	E	43200	410 SOD - CITY HALL	REPAIR & MAINT
101 CENTURY POWER EQUIPME	8/5/2009	\$26 67	E	43200	412 TRIMMER HEAD	REP & MAINT VE
101 CENTURY POWER EQUIPME	9/1/2009	\$30 14	E	43200	412 VEH CILE MAINT	REP & MAINT VE
101 ADVANCE IMAGING SOLUTI	8/6/2009	\$4 34	E	43200	416 PER COPY CHARGE	REPAIR/MAINT O
101 TR COMPUTER SALES LLC	8/24/2009	\$4 50	E	43200	416 COMPUTER CONSULTING	REPAIR/MAINT O
101 GRAINGER	8/31/2009	\$77 38	E	43200	420 CABINET-BEACH HOUSE	R & M BLDGS, ST
101 AIR FRESH PORTABLE TOIL	9/1/2009	\$157 50	E	43200	425 STANDARD UNIT	SATILLITIES
101 AIR FRESH PORTABLE TOIL	9/1/2009	\$23 39	E	43200	425 SALES TAX	SATILLITIES
101 AIR FRESH PORTABLE TOIL	9/1/2009	\$189 00	E	43200	425 ADA UNIT	SATILLITIES
DEPT 43200 PARKS		\$6,160 33				
DEPT 43300 CEMETERY						
101 MENARDS-STILLWATER	9/2/2009	-\$25 27	E	43300	212 Cancel Ck in Check Writer	MOTOR FUELS &
101 MENARDS-STILLWATER	8/5/2009	\$25 27	E	43300	212 OPERATING SUPPLIES - BAR OI	MOTOR FUELS &
101 LANDSCAPES BY MARK	8/31/2009	\$325 00	E	43300	310 GRAVE OPENING - PAUL LEHM	GRAVE OPENING
101 STACY NELSON	8/26/2009	\$300 00	E	43300	810 HEADSTONE REFUND	REFUNDS AND R
DEPT 43300 CEMETERY		\$625 00				
FUND 101 GENERAL		\$199,111 19				
FUND 103 G O TIF BD FUND 1990 CAP PROJ						
DEPT 00000 GENERAL GOVERNMENT						
103 ABDO EICK & MEYERS LLP	8/19/2009	\$1,200 00	E	00000	306 STATE AUDITOR - TIF REPORT	PROF SER-OTHE
FUND 207 PARK IMPROVEMENT FUND						
DEPT 44100 PROJECT						
207 S E H	8/24/2009	\$1,463 68	E	44100	301 BARKERS ALPS GRADING	PROF SER-ENGIN
207 SANDERS WACKER BERGLY	8/20/2009	\$3,942 50	E	44100	444 BARKERS APLS	COMMUNITY PRO
DEPT 44100 PROJECT		\$5,406 18				
FUND 207 PARK IMPROVEMENT FUND		\$5,406 18				
FUND 211 LIBRARY						
DEPT 45500 LIBRARY						
211	8/7/2009	\$2,284 36	E	45500	050 Labor Distnbution	SEASONAL/PART
211	7/24/2009	\$2,351 40	E	45500	050 Labor Distribution	SEASONAL/PART
211	7/24/2009	\$90 75	E	45500	050 Labor Distribution	SEASONAL/PART
211	8/7/2009	\$2,705 10	E	45500	101 Labor Distribution	WAGES AND SAL
211	7/24/2009	\$2,705 10	E	45500	101 Labor Distribution	WAGES AND SAL
211	8/7/2009	\$299 76	E	45500	121 Labor Distribution	P E R A
211	7/24/2009	\$313 97	E	45500	121 Labor Distribution	P E R A
211	8/7/2009	\$302 66	E	45500	122 Labor Distribution	CONT TO RET , S
211	7/24/2009	\$312 45	E	45500	122 Labor Distribution	CONT TO RET , S
211	7/24/2009	\$88 47	E	45500	126 Labor Distribution	H S A
211	8/7/2009	\$88 47	E	45500	126 Labor Distribution	H S A
211	7/24/2009	\$309 99	E	45500	131 Labor Distribution	CONT TO EMPLO
211	8/7/2009	\$70 79	E	45500	170 Labor Distribution	MEDICARE
211	7/24/2009	\$73 08	E	45500	170 Labor Distribution	MEDICARE
211 BAKER & TAYLOR	9/1/2009	\$73 05	E	45500	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	9/1/2009	\$51 58	E	45500	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	9/1/2009	\$24 34	E	45500	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	9/1/2009	\$40 66	E	45500	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	9/1/2009	\$21 56	E	45500	217 BOOKS	MATERIALS & PR

MONTHLY EXPENSES

Period Name: AUGUST

FUND Search Name	Tran Date	Amount	Act Typ	DEPT	OBJ Comments	OBJ Descr
211 BAKER & TAYLOR	9/1/2009	\$6 73	E	45500	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	9/1/2009	\$10 18	E	45500	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	9/1/2009	\$16 46	E	45500	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	9/1/2009	\$110 34	E	45500	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	9/1/2009	\$29 31	E	45500	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	9/1/2009	\$13 84	E	45500	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	9/1/2009	\$104 51	E	45500	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	9/1/2009	\$194 61	E	45500	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	9/1/2009	\$160 24	E	45500	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	9/1/2009	\$71 11	E	45500	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	9/1/2009	\$83 62	E	45500	217 BOOKS	MATERIALS & PR
211 INNOVATIVE OFFICE SOLUTI	9/1/2009	\$33 77	E	45500	220 OPERATING SUPPLIES - LIBRA	OPERATING SUP
211 SHARON SIPPEL	9/1/2009	\$1 875 00	E	45500	302 CLEANING SERVICES - LIBRAR	CONTRACT SERV
211 KINDER MELODIES	9/1/2009	\$600 00	E	45500	302 STORY TIME - LIBRARY	CONTRACT SERV
211 OFFICE OF ENT TECHNOLO	9/1/2009	\$66 33	E	45500	321 PHONES - LIBRARY	COMMUNICATION
211 COMCAST	8/4/2009	\$5 00	E	45500	321 HIGH SPEED INTERNET - LIBRA	COMMUNICATION
211 COMCAST	9/1/2009	\$5 00	E	45500	321 HIGH-SPEED INTERNET - LIBRA	COMMUNICATION
211 XCEL	8/4/2009	\$1,098 99	E	45500	380 GAS & ELECTRIC SERVICE	ELECTRIC SERVI
211 XCEL	8/4/2009	\$25 02	E	45500	381 GAS & ELECTRIC SERVICE	FUEL FOR HEAT
211 WASHINGTON COUNTY LIBR	9/1/2009	\$461 36	E	45500	391 LITFINDER REFERENCE - LIBRA	SHARED AUTOMA
211 WASHINGTON COUNTY LIBR	9/1/2009	\$222 75	E	45500	391 SERVICE REQUEST FORMS - LI	SHARED AUTOMA
211 WASHINGTON COUNTY LIBR	9/1/2009	\$1,110 89	E	45500	391 MICRO OFFICE PRO & STANDA	SHARED AUTOMA
211 TOSHIBA BUSINESS SOLUTI	9/1/2009	\$32 36	E	45500	416 BAND - LIBRARY	REPAIR/MAINT O
211 TR COMPUTER SALES LLC	9/1/2009	\$180 00	E	45500	416 CONSULTANT - LIBRARY	REPAIR/MAINT O
211 TR COMPUTER SALES LLC	9/2/2009	-\$180 00	E	45500	416 Cancel Ck in Check Writer	REPAIR/MAINT O
211 TR COMPUTER SALES LLC	8/24/2009	\$180 00	E	45500	416 COMPUTER CONSULTING	REPAIR/MAINT O
211 ELECTRO WATCHMAN, INC	8/20/2009	\$60 00	E	45500	420 SERVICE	R & M BLDGS, ST
211 ELECTRO WATCHMAN, INC	9/2/2009	-\$3 32	E	45500	420 Cancel Ck in Check Writer	R & M BLDGS, ST
211 TRU GREEN CHEMLAWN	9/1/2009	\$47 25	E	45500	420 MAINT - LIBRARY	R & M BLDGS, ST
211 ECOWATER	9/1/2009	\$8 25	E	45500	420 MONTHLY WATER COOLER - LI	R & M BLDGS, ST
211 ELECTRO WATCHMAN, INC	8/20/2009	\$3 32	E	45500	420 SERVICE	R & M BLDGS, ST
211 MINNESOTA ELEVATOR	9/1/2009	\$151 41	E	45500	420 SERVICE - LIBRARY	R & M BLDGS, ST
211 VAN PAPER CO	9/1/2009	\$124 45	E	45500	420 OPERATING SUPPLIES - LIBRA	R & M BLDGS, ST
211 VAN PAPER CO	9/1/2009	\$47 80	E	45500	420 OPERATING SUPPLIES - LIBRA	R & M BLDGS, ST
211 AMERICAN LIBRARY ASSOCI	9/1/2009	\$130 00	E	45500	433 MEMBERSHIP RENEWAL - LIBR	DUES & MEMBER
DEPT 45500 LIBRARY		\$19,294 12				
FUND 211 LIBRARY		\$19,294 12				
FUND 413 POLICE EQUIPMENT FUND						
DEPT 42100 POLICE						
413 PEOPLES ELECTRIC COMPA	8/18/2009	\$3,000 00	E	42100	220 LABOR & MATERIAL /SPEED SI	OPERATING SUP
FUND 601 WATER						
DEPT 46110 WATER-PUMPHOUSE						
601 XCEL	8/4/2009	\$2,114 74	E	46110	380 GAS & ELECTRIC SERVICE	ELECTRIC SERVI
601 XCEL	8/4/2009	\$48 37	E	46110	381 GAS & ELECTRIC SERVICE	FUEL FOR HEAT
DEPT 46110 WATER-PUMPHOUSE		\$2,163 11				
DEPT 46120 WATER						
601	7/24/2009	\$1,743 50	E	46120	050 Labor Distribution	SEASONAL/PART
601	8/7/2009	\$1,325 50	E	46120	050 Labor Distribution	SEASONAL/PART
601	8/7/2009	\$3,186 17	E	46120	101 Labor Distribution	WAGES AND SAL
601	7/24/2009	\$3,200 04	E	46120	101 Labor Distribution	WAGES AND SAL
601	8/7/2009	\$215 08	E	46120	121 Labor Distribution	P E R A
601	7/24/2009	\$216 02	E	46120	121 Labor Distribution	P E R A

MONTHLY EXPENSES

Period Name: AUGUST

FUND Search Name	Tran Date	Act Amount	Typ	DEPT	OBJ Comments	OBJ Descr
601	7/24/2009	\$299.25	E	46120	122 Labor Distribution	CONT TO RET , S
601	8/7/2009	\$272.47	E	46120	122 Labor Distribution	CONT TO RET , S
601	7/24/2009	\$181.71	E	46120	126 Labor Distribution	H S A
601	8/7/2009	\$181.36	E	46120	126 Labor Distribution	H S A
601	7/24/2009	\$509.11	E	46120	131 Labor Distribution	CONT TO EMPLO
601	7/24/2009	\$69.99	E	46120	170 Labor Distribution	MEDICARE
601	8/7/2009	\$63.73	E	46120	170 Labor Distribution	MEDICARE
601 QUILL	8/20/2009	\$2.01	E	46120	201 OFFICE SUPPLES	OFFICE SUPPLIE
601 BUSINESS FORMS & ACCOU	9/1/2009	\$7.89	E	46120	201 PAYROLL CHECKS	OFFICE SUPPLIE
601 OFFICE SUPPLY CONNECTI	8/24/2009	\$1.47	E	46120	201 OFFICE SUPPLIES	OFFICE SUPPLIE
601 QUILL	8/20/2009	\$4.10	E	46120	201 LASER TONER CTG	OFFICE SUPPLIE
601 OFFICE SUPPLY CONNECTI	8/24/2009	\$5.00	E	46120	201 OFFICE SUPPLIES	OFFICE SUPPLIE
601 HOLIDAY FLEET	8/18/2009	\$253.02	E	46120	212 FUEL - VEHICLE MAINT	MOTOR FUELS &
601 HAWKINS WATER	8/31/2009	\$39.00	E	46120	216 CHEMICALS	CHEMICALS AND
601 HAWKINS WATER	8/31/2009	\$78.86	E	46120	216 WATER TESTING	CHEMICALS AND
601 HAWKINS WATER	8/31/2009	\$10.00	E	46120	216 WATER TREATMENT	CHEMICALS AND
601 HD SUPPLY WATERWORKS	9/1/2009	\$56.23	E	46120	240 T-WRENCH	SMALL TOOLS-E
601 HD SUPPLY WATERWORKS	8/5/2009	\$137.15	E	46120	240 CURB BOX TOOL	SMALL TOOLS-E
601 S E H	8/20/2009	\$728.25	E	46120	301 WHPP PHASE II - WELLHEAD P	PROF SER-ENGIN
601 MN DEPT OF LABOR AND IN	8/31/2009	\$10.00	E	46120	301 INSPECTION - AIR COMPRESS	PROF SER-ENGIN
601 MANAGEMENT SERVICES	8/4/2009	\$1,337.51	E	46120	302 CONSULTING SERVICES	CONTRACT SERV
601 MANAGEMENT SERVICES	8/18/2009	\$1,457.28	E	46120	302 CONSULTING SERVICES	CONTRACT SERV
601 BANYON DATA SYSTEMS	8/25/2009	\$98.84	E	46120	302 METER DEVICE SUPPORT	CONTRACT SERV
601 ONE CALL CONCEPTS	8/5/2009	\$58.00	E	46120	307 TICKETS	GOPHER STATE
601 XCEL	8/4/2009	\$1,531.07	E	46120	380 GAS & ELECTRIC SERVICE	ELECTRIC SERVI
601 XCEL	8/4/2009	\$87.76	E	46120	381 GAS & ELECTRIC SERVICE	FUEL FOR HEAT
601 CARQUEST AUTO PARTS	9/1/2009	\$3.18	E	46120	412 VEHICLE MAINT	REP & MAINT VE
601 ADVANCE IMAGING SOLUTI	8/6/2009	\$4.34	E	46120	416 PER COPY CHARGE	REPAIR/MAINT O
601 TR COMPUTER SALES LLC	8/24/2009	\$4.50	E	46120	416 COMPUTER CONSULTING	REPAIR/MAINT O
601 HD SUPPLY WATERWORKS	9/1/2009	\$152.05	E	46120	419 WATER MAIN PARTS	REPAIR & MAINT
601 HD SUPPLY WATERWORKS	8/31/2009	\$14.11	E	46120	419 PIPE FITTING -WD	REPAIR & MAINT
601 GRAINGER	8/31/2009	\$31.92	E	46120	419 PIPE FITTING - WD	REPAIR & MAINT
601 FLEXIBLE PIPE TOOL CO	8/31/2009	\$79.70	E	46120	419 OPERATING SUPPLIES - WATE	REPAIR & MAINT
601 HD SUPPLY WATERWORKS	8/31/2009	\$318.06	E	46120	419 OPERATING MATERIAL - WATE	REPAIR & MAINT
601 LINNER ELECTRIC	8/5/2009	\$471.75	E	46120	419 REMOVE POST WITH OUTLET I	REPAIR & MAINT
601 GRAINGER	9/1/2009	\$178.85	E	46120	420 FAUCET - CITY HALL	R & M BLDGS, ST
601 MINNESOTA DEPT OF HEAL	8/24/2009	\$1,046.00	E	46120	434 SERVICE CONNECTION FEE	STATE FEES FOR
DEPT 46120 WATER		\$19,671.83				
FUND 601 WATER		\$21,834.94				
FUND 602 SEWER						
DEPT 46200 SEWER - OPERATING						
602	8/7/2009	\$4,141.36	E	46200	101 Labor Distribution	WAGES AND SAL
602	7/24/2009	\$4,145.24	E	46200	101 Labor Distribution	WAGES AND SAL
602	7/24/2009	\$279.75	E	46200	121 Labor Distribution	P E R A
602	8/7/2009	\$279.50	E	46200	121 Labor Distribution	P E R A
602	8/7/2009	\$247.16	E	46200	122 Labor Distribution	CONT TO RET , S
602	7/24/2009	\$247.40	E	46200	122 Labor Distribution	CONT TO RET , S
602	7/24/2009	\$225.46	E	46200	126 Labor Distribution	H S A
602	8/7/2009	\$225.57	E	46200	126 Labor Distribution	H S A
602	7/24/2009	\$652.78	E	46200	131 Labor Distribution	CONT TO EMPLO
602	7/24/2009	\$57.85	E	46200	170 Labor Distribution	MEDICARE
602	8/7/2009	\$57.79	E	46200	170 Labor Distribution	MEDICARE
602 BUSINESS FORMS & ACCOU	9/1/2009	\$7.92	E	46200	201 PAYROLL CHECKS	OFFICE SUPPLIE
602 QUILL	8/20/2009	\$4.12	E	46200	201 LASER TONER CTG	OFFICE SUPPLIE
602 OFFICE SUPPLY CONNECTI	8/24/2009	\$1.50	E	46200	201 OFFICE SUPPLIES	OFFICE SUPPLIE
602 QUILL	8/20/2009	\$2.05	E	46200	201 OFFICE SUPPLES	OFFICE SUPPLIE
602 OFFICE SUPPLY CONNECTI	8/24/2009	\$5.05	E	46200	201 OFFICE SUPPLIES	OFFICE SUPPLIE
602 HOLIDAY FLEET	8/18/2009	\$213.01	E	46200	212 FUEL - VEHICLE MAINT	MOTOR FUELS &

MONTHLY EXPENSES

Period Name: AUGUST

FUND Search Name	Tran Date	Amount	Act Typ	DEPT	OBJ Comments	OBJ Descr
602 MENARDS-STILLWATER	9/1/2009	\$25 43	E	46200	220 OPERATING MATERIAL	OPERATING SUP
602 MENARDS-STILLWATER	9/1/2009	\$55 47	E	46200	220 MARKING PAINT	OPERATING SUP
602 CARQUEST AUTO PARTS	9/1/2009	\$22 90	E	46200	220 VEHICLE MAINT	OPERATING SUP
602 MANAGEMENT SERVICES	8/4/2009	\$1,337 50	E	46200	302 CONSULTING SERVICES	CONTRACT SERV
602 MANAGEMENT SERVICES	8/18/2009	\$1,457 28	E	46200	302 CONSULTING SERVICES	CONTRACT SERV
602 BANYON DATA SYSTEMS	8/25/2009	\$98 84	E	46200	302 METER DEVICE SUPPORT	CONTRACT SERV
602 TR COMPUTER SALES LLC	8/24/2009	\$4 50	E	46200	416 COMPUTER CONSULTING	REPAIR/MAINT O
602 ADVANCE IMAGING SOLUTI	8/6/2009	\$4 37	E	46200	416 PER COPY CHARGE	REPAIR/MAINT O
602 GRAINGER	9/1/2009	\$124 53	E	46200	419 OPERATING EQUIPMENT MATE	REPAIR & MAINT
602 FLEXIBLE PIPE TOOL CO	8/5/2009	\$2,704 58	E	46200	419 JETTER NAZZLE & PARTS	REPAIR & MAINT
602 MANTYLA WELL DRILLING, I	9/1/2009	\$300 00	E	46200	419 WELL ABANDONMENT	REPAIR & MAINT
602 ELECTRO WATCHMAN, INC	9/2/2009	-\$3 44	E	46200	420 Cancel Ck in Check Writer	R & M BLDGS. ST
602 ELECTRO WATCHMAN, INC	8/20/2009	\$64 12	E	46200	420 SERVICE	R & M BLDGS. ST
602 ELECTRO WATCHMAN, INC	8/20/2009	\$3 44	E	46200	420 SERVICE	R & M BLDGS. ST
DEPT 46200 SEWER - OPERATING		\$16,993 03				
DEPT 46990 SEWER - NON-OPERATING						
602 METROPOLITAN COUNCIL (S	8/6/2009	\$26,255 95	E	46990	434 MTLY ANNUAL FLOW	STATE FEES FOR
FUND 602 SEWER		\$43,248 98				
FUND 803 P & Z ESCROWS						
DEPT 80018 MSCWM PERRO CREEK OUTLET						
803 ECKBERG, LAMMERS, BRIG	8/20/2009	\$40 50	E	80018	300 MARINA VACATION	PROF SER-LEGAL
803 GEISLINGER AND SONS, INC	8/4/2009	\$40,964 80	E	80018	306 STORM SEWER PAHASE 3	PROF SER-OTHE
803 ANDERSEN CORPORATION	8/6/2009	\$5,953 50	E	80018	306 REIMBURSTMENT - OPPENHEI	PROF SER-OTHE
803 WASHINGTON CONSERVATI	8/13/2009	\$8,627 38	E	80018	306 S E H	PROF SER-OTHE
803 WASHINGTON CONSERVATI	8/13/2009	\$2,329 79	E	80018	306 KENNEDY & GRAVEN	PROF SER-OTHE
803 WASHINGTON CONSERVATI	8/13/2009	\$2,306 70	E	80018	306 KENNEDY & GRAVEN	PROF SER-OTHE
803 WASHINGTON CONSERVATI	8/13/2009	\$1,506 00	E	80018	306 UNION PACIFIC RAILROAD	PROF SER-OTHE
DEPT 80018 MSCWM PERRO CREEK OUTLET		\$61,728 67				
DEPT 80019 JG HAUSE CONSTRUCTION						
803 S E H	8/20/2009	\$3,419 60	E	80019	301 MSCWM - PERRO CREEK OUTL	PROF SER-ENGIN
DEPT 80022 DUANCE JOHNSON						
803 WASHINGTON COUNTY REC	8/20/2009	\$46 00	E	80022	350 RESOLUTION DOC NO 3752195	PRINTING & PUBL
DEPT 80023 MI-TECH SERVICES, INC.						
803 S E H	8/24/2009	\$514 33	E	80023	301 TCG FIBER OPTICE REVIEW	PROF SER-ENGIN
FUND 803 P & Z ESCROWS		\$65,708 60				
		\$358,804 01				

9-1-9

# City of Bayport

294 North 3rd Street

Bayport, MN 55003

Phone: 651-275-4404

Fax: 651-275-4411

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## Building Permit Log

For August, 2009

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<b>Permit Number:</b> BP2009-38	<b>Filing Date:</b> 8/3/2009
<b>Parcel Address:</b> 432 4TH St. S.	BAYPORT, MN 55003
<b>Applicant:</b> JTR ROOFING, INC.	<b>Applicant Phone:</b> 651-777-7394
JTR ROOFING, INC RESIDENTIAL BUILDER	
<b>Construction Value:</b> \$6,600 00	<b>Total Fees:</b> \$150.80

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<b>Permit Number:</b> BP2009-39	<b>Filing Date:</b> 8/3/2009
<b>Parcel Address:</b> 358 PRAIRIE WAY S.	BAYPORT, MN 55003
<b>Applicant:</b> MOSER HOMES INC.	<b>Applicant Phone:</b> 651-483-5132
MOSER HOMES INC. RESIDENTIAL BUILDER	
<b>Construction Value:</b> \$374,400.00	<b>Total Fees:</b> \$9,753.34

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<b>Permit Number:</b> BP2009-40	<b>Filing Date:</b> 8/4/2009
<b>Parcel Address:</b> 532 4TH St. N.	BAYPORT, MN 55003
<b>Applicant:</b> NORTHLAND HOME EXTERIORS,	<b>Applicant Phone:</b> 651-464-0234
NORTHLAND HOME EXTERIORS, INC RESIDENTIAL	
<b>Construction Value:</b> \$10,000.00	<b>Total Fees:</b> \$196.75

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<b>Permit Number:</b> BP2009-41	<b>Filing Date:</b> 8/12/2009
<b>Parcel Address:</b> 750 Highway 95	BAYPORT, MN 55003
<b>Applicant:</b> CBS CONSTRUCTION SERVICES,	<b>Applicant Phone:</b> 763-569-4020
CBS CONSTRUCTION SERVICES, INC General	
<b>Construction Value:</b> \$1,400 00	<b>Total Fees:</b> \$54.95

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<b>Permit Number:</b> BP2009-42	<b>Filing Date:</b> 8/13/2009
<b>Parcel Address:</b> 408 Minnesota Street S.	Bayport, MN 55003
<b>Applicant:</b> SEVERSON CARPENTRY	<b>Applicant Phone:</b> 651-261-4927
SEVERSON CARPENTRY RESIDENTIAL BUILDER	
<b>Construction Value:</b> \$60,000.00	<b>Total Fees:</b> \$975 94

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**Building Permit Log**

For August, 2009

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<b>Permit Number:</b> BP2009-43	<b>Filing Date:</b> 8/19/2009
<b>Parcel Address:</b> 530 OAKWOOD St S	BAYPORT, MN 55003
<b>Applicant:</b> ANTON DELEOPMENT GROUP ANTON DELEOPMENT GROUP LLC General	<b>Applicant Phone:</b> 651-685-7163
<b>Construction Value:</b> \$9,675.00	<b>Total Fees:</b> \$196.59

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<b>Permit Number:</b> BP2009-44	<b>Filing Date:</b> 8/19/2009
<b>Parcel Address:</b> 530 OAKWOOD St S.	BAYPORT, MN 55003
<b>Applicant:</b> TOM & TERRI FRAZER OWNER OWNER	<b>Applicant Phone:</b> 651-398-4855
<b>Construction Value:</b> \$.00	<b>Total Fees:</b> \$1,300.00

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<b>Permit Number:</b> BP2009-45	<b>Filing Date:</b> 8/26/2009
<b>Parcel Address:</b> 1020 PIONEER TRAIL	BAYPORT, MN 55003
<b>Applicant:</b> J K CONSTRUCTION AND J K CONSTRUCTION AND REMODELING LLC	<b>Applicant Phone:</b> 612-269-3108
<b>Construction Value:</b> \$25,000.00	<b>Total Fees:</b> \$528.75

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<b>Permit Number:</b> BP2009-46	<b>Filing Date:</b> 8/27/2009
<b>Parcel Address:</b> 410 4TH St. S.	BAYPORT, MN 55003
<b>Applicant:</b> RENEWAL BY ANDERSEN, INC RENEWAL BY ANDERSEN, INC. RESIDENTIAL	<b>Applicant Phone:</b> 651-264-4777
<b>Construction Value:</b> \$6,276.00	<b>Total Fees:</b> \$150.64

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<b>Permit Number:</b> BP2009-47	<b>Filing Date:</b> 8/27/2009
<b>Parcel Address:</b> 1014 PIONEER TRAIL	BAYPORT, MN 55003
<b>Applicant:</b> THE ROTTLUND CO , INC THE ROTTLUND CO., INC. RESIDENTIAL BUILDER	<b>Applicant Phone:</b> 651-638-0500
<b>Construction Value:</b> \$253,000.00	<b>Total Fees:</b> \$8,484.84

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<b>Permit Number:</b> BP2009-48	<b>Filing Date:</b> 8/27/2009
<b>Parcel Address:</b> 317 PERIWINKLE Place	BAYPORT, MN 55003
<b>Applicant:</b> THE ROTTLUND CO , INC THE ROTTLUND CO., INC. RESIDENTIAL BUILDER	<b>Applicant Phone:</b> 651-638-0500
<b>Construction Value:</b> \$223,000.00	<b>Total Fees:</b> \$8,172.84

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**Building Permit Log**

For: August, 2009

Printed:9/1/2009

Page3 of 3

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**Permit Number:** MC2009-20  
**Parcel Address:** 10 Point Road  
**Applicant:** BINDER HEATING & AIR  
BINDER HEATING & AIR CONDITIONING, INC.  
**Construction Value:** \$10,125.00

**Filing Date:** 8/3/2009  
BAYPORT, MN 55003  
**Applicant Phone:** 651-457-8781

**Total Fees:** \$75 50

---

**Permit Number:** PL2009-12  
**Parcel Address:** 530 OAKWOOD St S.  
**Applicant:** M & M PLUMBING  
M & M PLUMBING Plumber  
**Construction Value:** \$4,000.00

**Filing Date:** 8/19/2009  
BAYPORT, MN 55003  
**Applicant Phone:** 763-614-8310

**Total Fees:** \$75.50

---



**CITY OF BAYPORT**  
294 NORTH THIRD STREET  
BAYPORT, MINNESOTA 55003  
PHONE 651-275-4404 FAX 651-275-4411

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**Statement of Interest in All-Hazard Mitigation Planning  
City of Bayport**

As a potential participant in the Hazard Mitigation Assistance Program, the City of Bayport, Minnesota hereby states their interest in participating in the multi-jurisdictional Washington County All-Hazard Mitigation Plan.

After FEMA funding approval and during the planning implementation, the City of Bayport, Minnesota agrees to participate in the hazard mitigation planning process.

As signed, we understand this is a voluntary program and our participation may benefit our jurisdiction by identifying hazards and prioritizing potential projects to mitigate the effects of natural hazards.

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title



Department of Public  
Health and Environment

Lowell Johnson  
Director

Sue Hadlund  
Deputy Director

July 17, 2009

Mike McGuire  
Bayport City Administrator  
294 N. 3<sup>rd</sup> St.  
Bayport, MN 55003

**Subject: Updating the Multi-Jurisdictional Washington County All-Hazard Mitigation Plan**

Dear Mike McGuire:

Starting November 1, 2004, FEMA required that all communities have mitigation plans in place prior to receiving funds under the Hazard Mitigation Grant Program (HMGP). FEMA approved Washington County's original plan in March of 2007. Now it is in need of review, updating, and approval by FEMA.

Grant funds are available through the HMGP for jurisdictions to partner with their county to review and update the existing All-Hazards Mitigation Plan. Washington County will submit an application for this grant on behalf of all cities and townships, to be used in assisting the county and its jurisdictions through the revision process.

As part of the application, the state is requiring that we have a Statement of Interest from each jurisdiction expressing its desire to assist in the revision process and would like to continue be covered under the countywide plan. All jurisdictions passed resolutions of support for the original plan in 2003, and we are hoping that you will again show your support for its update.

In order that we might comply with the state's grant application requirements, we are asking for Statements of Interest to be in our office no later than **August 21, 2009**. We have included a sample Statement of Interest for cities and townships with this letter for your consideration.

Updating the plan will be an extensive project that will require local participation. Passing a Statement of interest in support and participation of the plan is the first step. In the future, we will also ask for your assistance to:

- Determine your hazard mitigation status
- Conduct a self-assessment of hazards and vulnerabilities
- Develop a list of potential mitigation projects
- Facilitate resident and business input

Government Center • 14949 62nd Street North — P. O. Box 6, Stillwater, Minnesota 55082-0006  
Phone 651-430-6655 • Fax: 651-430-6730 • TTY: 651-430-6246

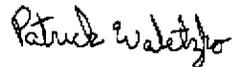
*Service Centers also located in Cottage Grove and Forest Lake*

[www.co.washington.mn.us](http://www.co.washington.mn.us)

Equal Employment Opportunity / Affirmative Action

Please know that we are willing to support your resolution process and your participation in this project in any way necessary. We understand this is short notice, and welcome your phone calls if you would like further information.

Sincerely,



Patrick Waletzko  
Emergency Management Specialist  
Washington County Emergency Management  
14949 62<sup>nd</sup> Street North  
Stillwater, MN 55082

651-430-7636  
[patrick.waletzko@co.washington.mn.us](mailto:patrick.waletzko@co.washington.mn.us)

Cc: Deb Paige, Washington County Emergency Manager;  
Lowell Johnson, Director, Public Health & Environment

**Karen Huftel**

**From:** Patrick Waletzko [Patrick.Waletzko@co.washington.mn.us]  
**Sent:** Friday, August 07, 2009 9:55 AM  
**To:** 'officemgr@ci.afton.mn.us', 'administrator@ci.afton.mn.us', Mike McGuire, Karen Huftel, 'birchwoodvillage@comcast.net', 'cstransky@cottage-grove.org', 'rschroed@cottage-grove.org', 'dellwoodcityhall@comcast.net', 'townclerk@denmarktownship.org', 'higg5@msn.com', 'chip@ci.forest-lake.mn.us', 'mericson@ci.hugo.mn.us', 'mlindau@ci.hugo.mn.us', 'lscb@comcast.net', 'slumby@lakeelmo.org', 'cdawson@lakeelmo.org', 'cityoflakeland@comcast.net', 'lakelandshores@gmail.com', 'cityclerk@cityoflandfall.com', 'snelson@ci.mahtomedi.mn.us', 'mosc@wdemail.com', 'llklein65@hotmail.com', 'banderson@newportmn.com', 'wswarhout@newportmn.com', 'mayorwilliams@comcast.net', 'megan.rucker@yahoo.com', 'dward@ci.stillwater.mn.us', 'Lhansen@ci.stillwater.mn.us', 'Sheila-Marie.Untiedt@Stillwatertownship.com', 'Pat.Bantli@stillwatertownship.com', 'vkeating1@comcast.net', 'woodbury@ci.woodbury.mn.us', 'kblaeser@ci.woodbury.mn.us'  
**Cc:** Deb Paige, Kristin Gisch, Robin Shim  
**Subject:** Reminder: Letters of Interest for Countywide All-Hazard Mitigation Plan  
**Importance:** High

Good Morning City Administrators and Township Clerks:

I want to send a brief reminder of Washington County's intent to update the countywide All-Hazard Mitigation Plan. Your community is currently covered by this plan.

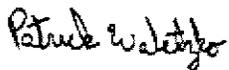
As a beginning to the update process, we are seeking a Letter of Interest from your jurisdiction, expressing its interest in participating in the update process. This letter will also ensure that your jurisdiction continues to be covered by the plan, and can clear the way for local, state, and federal assistance for hazard mitigation projects your community would like to pursue.

A template Statement of Interest is attached with this message for your consideration (one was also provided in a postal mail letter sent on July 17). These statements can be signed by your community's city administrator/township clerk or emergency manager, or by the council/board as you prefer.

As a reminder, we are asking for these Statements of Interest to be in our office no later than **August 21, 2009**.

Please know that we are willing to support your Statement of Interest process and your participation in this project in any way necessary. We welcome your phone calls if you would like further information.

Sincerely,



Patrick Waletzko  
 Emergency Management Specialist  
 Washington County Emergency Management  
 14949 62nd Street N  
 Stillwater, MN 55082  
 Phone: (651) 430-7636  
 Fax: (651) 430-7623

8/10/2009

**RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT**

Be it resolved that the Bayport Police Department enter into a grant agreement with the Minnesota Department of Public Safety, Office of Traffic Safety, for the project entitled Safe & Sober during the period of October 1, 2009 through September 30, 2012.

Officer Jay Jackson is hereby authorized to execute such agreements and amendments as are necessary to implement the project on behalf of the Bayport Police Department.

Be it further resolved that the authorized representative Deputy John Stoffel with the Washington County Sheriffs Office, is hereby authorized to be the fiscal agent and administer this grant on behalf of the Bayport Police Department.

I certify that the above resolution was adopted by the Bayport City Council of Bayport, Minnesota on September 8, 2009.

SIGNED

\_\_\_\_\_  
Jon Nowaczek  
\_\_\_\_\_  
Mayor

WITNESSETH

\_\_\_\_\_  
Mike McGuire  
\_\_\_\_\_  
City Administrator

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Date)

Applicant Email: djkord@comcast.net



City of Bayport  
294 North Third Street  
Bayport, Minnesota 55003  
Phone 651-275-4404  
Fax 651-275-4411  
http://bayport.govoffice.com

## City of Bayport SPECIAL EVENT APPLICATION

### Licensing Requirements

A special event application form is required for individuals or organizations who wish to hold a public or private event in the city and require the use of city property and/or special city services. For most special events, City Council approval is required. Therefore, it is important to plan ahead and submit the application form to City Hall at least two weeks prior to a regularly scheduled City Council meeting, which is usually held the first Monday of the month. For example, if the proposed event is to be held on April 15, 2006, the special event application form and fee must be submitted by March 20, 2006 in order to be considered at the April 3, 2006 City Council meeting.

Following the City Council meeting, city staff will inform the applicant whether or not the event was approved. City staff will also work with the applicant to coordinate special requests for city services associated with the event.

<b>Property Information</b>	
Address: <u>Perro Park</u>	
City: Bayport	State: Minnesota Zip Code: 55003
Owner Name:	
Home Phone Number:	Work/Cell Phone Number:
Owner Address:	
City/State/Zip:	

<b>Applicant Information</b>	
Applicant Name: <u>People's Congregational Church / Debbie Muhlbankord</u>	
Home Phone Number: <u>651-439-5667</u>	Work/Cell Phone Number: <u>651-271-5406</u>
Address: <u>293 3rd St. N.</u>	
City/State/Zip: <u>Bayport, Mn. 55003</u>	

We would like to host a community carnival at Perro Park next to the church. We will have games - bingo -

<b>Start Date:</b> <u>Sept. 13</u>	<b>End Date:</b> <u>Sept. 13</u>
<b>Days of Operation (check all that apply)</b>	
<input checked="" type="checkbox"/> Sunday <input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday <input type="checkbox"/> Saturday	
<b>Hours of Operation:</b>	
Weekdays:	
Weekends: <u>Sunday 9<sup>am</sup>-4:00 p.m.</u>	

We will need electricity for the bounce -

**Requested City Assistance and/or Services**

~~Request~~ - We will be having a tent - need to find gaslines/electrical? for stakes?

We will contact Washington City about food license.

We are asking if the \$50.00 fee could be waived as this is a church event for the community.

**Application Process and Fees**

The processing fee for the application is \$50.00 and must be submitted with the application form to City Hall. Any additional fees and expenses associated with this request are the responsibility of the applicant/property owner, and will be billed to the applicant/property owner by the city.

**Attachments to be submitted with application**

- A diagram of the proposed premises
- If the request involves the sale of produce, uncooked meat, or dairy, etc., the applicant must provide a copy of all license applications required by the Department of Agriculture for City Council approval. For license information please contact Jo Nell C'Neil at 651-779-5015.
- If the request involves cooked/prepared food or beverages, the applicant must provide a copy of all license applications required by Washington County Public Health and Environment for City Council approval. For license information, please contact 651-430-6655.

The undersigned understand that this application will be processed in accordance with established city review procedures at such time as it is deemed complete. Failure by the applicant to supply accurate and necessary information as requested by the city may be cause for denying this application.

The undersigned hereby apply for the request as stated in this application form and in understanding the conditions of this application as described above, declare that the information and materials submitted in support of this application are complete to the best of their knowledge.

Applicant: Debra J. Allen

Date: Aug. 18 - 2009

Property Owner: \_\_\_\_\_

Date: \_\_\_\_\_

Office Use - Dept. Review	Inspection	Date	Approved/Denied	Inspector
Administration	<input type="checkbox"/> Site Inspection			
Office Use - Fees	Amount Received	Date Received	Method of Payment	Staff Initials
Processing Fee	\$50.00			
Escrow or cost incurred				



**City of Bayport**  
 294 North Third Street  
 Bayport, Minnesota 55003  
 Phone 651-275-4404  
 Fax 651-275-4411  
<http://bayport.govoffice.com>

**City of Bayport**  
**SPECIAL EVENT APPLICATION**



Address: Village Green  
 City: Bayport State: Minnesota Zip Code: 55003  
 Owner Name: City of Bayport  
 Home Phone Number: Work/Cell Phone Number:  
 Owner Address:  
 City/State/Zip:

Applicant Name: Bethlehem Lutheran Church  
 Home Phone Number: 651-439-3450 Work/Cell Phone Number:  
 Address: 490 4<sup>th</sup> St. N.  
 City/State/Zip: Bayport, MN 55003  
 Email Address: stable@BethlehemStar.org

Use of the Village Green for Annual Fall Fest  
 Road block on 4<sup>th</sup> St N. between church + Village Green  
 and 4<sup>th</sup> Ave. N. between 4<sup>th</sup> St. N. + 5<sup>th</sup> St. N.  
 Start Date: 10-03-09 End Date: 10-03-09  
 Days of Operation (check all that apply)  
 Sunday  Monday  Tuesday  Wednesday  Thursday  Friday  Saturday  
 Hours of Operation:  
 Weekdays: — set up at: close at:  
 Weekends: 10:00 am - 4:00 pm

Electricity turned on by 10:00 a.m. day of event.  
 Garbage cans  
 Picnic Tables  
 Road block signs

We respectfully request the city  
 waive the fee and return our check

**Application Process and Fees**

The processing fee for the application is \$50.00 and must be submitted with the application form to City Hall. Any additional fees and expenses associated with this request are the responsibility of the applicant/property owner, and will be billed to the applicant/property owner by the city.

**Attachments to be submitted with application**

- A diagram of the proposed premises
- If the request involves the sale of produce, uncooked meat, or dairy, etc., the applicant must provide a copy of all license applications required by the Department of Agriculture for City Council approval. For license information, please contact JoNell O'Neil at 651-779-5015.
- If the request involves cooked/prepared food or beverages, the applicant must provide a copy of all license applications required by Washington County Public Health and Environment for City Council approval. For license information, please contact 651-430-6655. All food will be served on church grounds.

The undersigned understand that this application will be processed in accordance with established city review procedures at such time as it is deemed complete. Failure by the applicant to supply accurate and necessary information as requested by the city may be cause for denying this application.

The undersigned hereby apply for the request as stated in this application form and in understanding the conditions of this application as described above, declare that the information and materials submitted in support of this application are complete to the best of their knowledge.

Applicant: Jean Droppoli

Date: 8-12-09

Property Owner: \_\_\_\_\_

Date: \_\_\_\_\_

Administration	<input type="checkbox"/> Site Inspection			
Processing Fee	\$50.00	8/12/09	OK #2985	gh
Escrow or cost incurred				

INVOICE  
**CITY OF BAYPORT**

294 NORTH 3RD STREET

**BAYPORT, MINNESOTA 55003**

651-275-4404

S  
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O  
MINNESOTA PUBLIC FACILITIES AUTHORITY  
 1ST NATIONAL BANK BUILDING, SUITE E-200  
 332 MINNESOTA STREET  
 ST. PAUL, MN 55101

INVOICE NO.	WM2009-4	INVOICE	DATE	8/3/2009
MSCWM PERRO CREEK OUTLET:		<u>INVOICE/DATE</u>		
KENNEDY & GRAVEN - ATTORNEY	MD165-00001		1/31/2009	<b>\$754.75</b>
KENNEDY & GRAVEN - ATTORNEY	MD165-00001		2/28/2009	<b>\$495.45</b>
KENNEDY & GRAVEN - ATTORNEY	MD165-00002		2/28/2009	<b>\$245.00</b>
KENNEDY & GRAVEN - ATTORNEY	MD165-00001		4/30/2009	<b>\$811.50</b>
UNION PACIFIC RAILROAD	02538-79		2/10/2009	<b>\$1,506.00</b>
S E H - ENGINEERING	219483		7/13/2009	<b>\$22,579.38</b>
GEISLINGER AND SONS, INC.	3		7/21/2009	<b>\$40,964.80</b>
SUB TOTAL				<b>\$67,356.88</b>
<b>TOTAL</b>				<b>\$67,356.88</b>
<b>TOTAL</b>				<b>\$67,356.88</b>



**SANDERS WACKER BERGLY, INC.**  
**Landscape Architects And Planners**

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**TRANSMITTAL**

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TO: Mike McGuire

FROM: Larry Wacker

COMPANY: City of Bayport

DATE: 9/1/2009

RE: Miller Pay Application #3 - Barker's  
Alps Park Site Improvements

SWB PROJECT NUMBER

COPY TO

---

---

URGENT    FOR REVIEW    PLEASE COMMENT    PLEASE REPLY    FOR YOUR USE

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NOTES/COMMENTS.

Attached please find Payment Application #3 from Miller Excavating, Inc. for work completed on the construction contract for Barker's Alps Park Site Improvements. Primary work activity included grading of the north athletic field and surrounding area, installation of bituminous surfacing on parking lot and the south service drive to the water treatment facility, replacement of poor soils beneath some proposed trail segments, completion of hillside retaining walls, installation of granular base on trails and installation of some of the fence components.

# AIA Document G702™ - 1992

## Application and Certificate for Payment

TO OWNER: CITY OF BAYPORT PROJECT: BARBERS ALPS APPLICATION NO: 3 Distribution to:  
 FROM: MILLER EXCAVATING, INC. VIA ARCHITECT: SUBJ/VLC. PERIOD TO: 8/1/09 - 8/31/09 OWNER:   
 CONTRACTOR: MILLER EXCAVATING, INC. ARCHITECT:  CONTRACT FOR: 8/1/09 - 8/31/09 ARCHITECT:   
 CONTRACT DATE: 8/1/09 CONTRACTOR:   
 PROJECT NOS: 1 / 1 / 1 FIELD:   
 OTHER:

### CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM ..... \$ 505,879.90
2. Net change by Change Orders ..... \$ 0.00
3. CONTRACT SUM TO DATE (Line 1 + 2) ..... \$ 505,879.90
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) ..... \$ 19,175.44
5. RETAINAGE:
  - a. 0 % of Completed Work (Column D + E on G703) ..... \$ 387,508.75
  - b. 0 % of Stored Material (Column F on G703) ..... \$ 19,175.44

Total Retainage (Lines 5a + 5b or Total in Column I of G703) ..... \$ 406,684.19

6. TOTAL EARNED LESS RETAINAGE ..... \$ 94,195.71  
 (Line 4 Less Line 5 Total)

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT ..... \$ 229,047.67  
 (Line 6 from prior Certificate)

8. CURRENT PAYMENT DUE ..... \$ 270.64

9. BALANCE TO FINISH, INCLUDING RETAINAGE ..... \$ 135,270.64  
 (Line 3 less Line 6)

CHANGE ORDER SUMMARY		ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$	0.00	0.00
Total approved this Month	\$	0.00	0.00
TOTALS	\$	0.00	0.00
NET CHANGES by Change Order	\$	0.00	0.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: [Signature]  
 By [Signature] State of: MINNESOTA  
 Date: 8/31/09  
 County of: WASHINGTON  
 Subscribed and sworn to before me this 31 day of August, 2009.  
 Notary Public: Mary C. O'Brien  
 My Commission expires: 1/31/14



### ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... \$ 135,270.64  
 (Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT: [Signature] Date: 9/1/09  
 This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

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# AIA Document G703™ - 1992

## Continuation Sheet

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO:

APPLICATION DATE:

PERIOD TO:

ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD COMPLETED	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	BASE BID	274,042.90	131,646.95	74,307.35		205,954.30	75.16%		
2	ALT.	41,200.00	1,700.00	32,700.00		34,400.00	83.54%		
3		25,792.80	19,705.40	1,431.25		21,136.65	81.95%		
4		51,798.80	14,258.75	7,088.95		41,947.70	79.83%		
5		24,107.00	19,250.00	0.00		19,250.00	79.85%		
6		17,024.00	7,139.00	6,447.60		13,586.60	79.76%		
7		12,700.00	0.00	400.00		400.00	3.15%		
8	U.P.	990.00	780.40	0.00		780.40	78.70%		
9		500.00	470.00	0.00		470.00	94.00%		
10		14,975.00	12,487.50	0.00		12,487.50	83.33%		
11		29,880.00	29,880.00	0.00		29,880.00	100.00%		
12		1,990.00	1,990.00	0.00		1,990.00	100.00%		
<b>GRAND TOTAL</b>		\$	\$	\$	\$	\$	%	\$	

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PAY APPLICATION # 2  
 Project: Barker's Alps  
 Bayport, MN

Date: July 23, 2005  
 Estimator: Steve St. Claire

**A - BASE BID**

ITEM	DESCRIPTION	Quantity	Unit	Price	PAY APP. # 1		PAY APP. # 2		PAY APP. # 3		TOTALS
					Amount	QTD	Amount	QTD	Amount	QTD	
1	Surveying, Layout, Testing, Mobilization, Clearing, Erosion Control	1	LS	\$45,210.00	\$45,210.00	0.50	\$20,784.50	0.00	\$0.00	0.00	\$45,210.00
2	Site Grading, Traffic & Parking Lot	1	LS	\$43,000.00	\$43,000.00	0.50	\$1,500.00	0.00	\$0.00	0.00	\$43,000.00
3	Site Improvements: Fence, Concrete, Paving, Retaining Wall	1	LS	\$123,837.25	\$123,837.25	0.10	\$12,383.73	0.00	\$0.00	0.00	\$123,837.25
4	Seeding & Plantings	1	LS	\$40,985.65	\$40,985.65	0.00	\$0.00	0.00	\$0.00	0.00	\$40,985.65
<b>Total</b>				<b>\$274,042.90</b>	<b>\$40,985.73</b>	<b>\$84,878.23</b>	<b>\$74,302.35</b>	<b>\$205,889.30</b>	<b>75.16%</b>		

**ALTERNATE # 1**

ITEM	DESCRIPTION	Quantity	Unit	Price	Amount	QTD	Amount	QTD	Amount	QTD
1	Surveying, Layout, Testing, Mobilization, Erosion Control	1	LS	\$1,700.00	\$1,700.00	0.50	\$850.00	0.00	\$0.00	0.00
2	Site Grading, Asphalt Inlets	1	LS	\$21,800.00	\$21,800.00	0.00	\$0.00	0.00	\$0.00	0.00
3	Site Improvements: Fence & Concrete	1	LS	\$18,200.00	\$18,200.00	0.00	\$0.00	0.00	\$0.00	0.00
<b>Total</b>				<b>\$41,700.00</b>	<b>\$850.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**ALTERNATE # 2**

ITEM	DESCRIPTION	Quantity	Unit	Price	Amount	QTD	Amount	QTD	Amount	QTD	
1	Surveying, Layout, Testing, Mobilization, Erosion Control	1	LS	\$1,430.00	\$1,430.00	0.50	\$715.00	0.00	\$0.00	0.00	
2	Site Grading & Asphalt Base	1	LS	\$21,600.00	\$21,600.00	0.50	\$10,800.00	0.00	\$0.00	0.00	
3	Site Improvements: Gate	1	LS	\$2,882.00	\$2,882.00	0.00	\$0.00	0.00	\$0.00	0.00	
<b>Total</b>				<b>\$25,912.00</b>	<b>\$11,465.00</b>	<b>\$8,240.00</b>	<b>\$14,512.25</b>	<b>\$21,136.25</b>	<b>81.85%</b>		

**ALTERNATE # 3**

ITEM	DESCRIPTION	Quantity	Unit	Price	Amount	QTD	Amount	QTD	Amount	QTD	
1	Surveying, Layout, Testing, Mobilization, Clearing	1	LS	\$3,000.00	\$3,000.00	0.50	\$1,500.00	0.00	\$0.00	0.00	
2	Removal & Site Grading	1	LS	\$10,100.00	\$10,100.00	0.50	\$5,050.00	0.00	\$0.00	0.00	
3	Site Improvements: Paving & Pile Area	1	LS	\$4,838.00	\$4,838.00	0.00	\$0.00	0.00	\$0.00	0.00	
4	Seeding & Erosion Control	1	LS	\$3,862.00	\$3,862.00	0.50	\$1,931.00	0.00	\$0.00	0.00	
<b>Total</b>				<b>\$22,602.00</b>	<b>\$11,481.00</b>	<b>\$8,960.00</b>	<b>\$14,512.25</b>	<b>\$21,136.25</b>	<b>81.85%</b>		

**ALTERNATE # 4**

ITEM	DESCRIPTION	Quantity	Unit	Price	Amount	QTD	Amount	QTD	Amount	QTD	
1	Surveying, Layout, Testing, Mobilization	1	LS	\$1,250.00	\$1,250.00	0.25	\$312.50	0.00	\$0.00	0.00	
2	Site Grading, Pond & Field	1	LS	\$8,000.00	\$8,000.00	0.20	\$1,600.00	0.00	\$0.00	0.00	
3	Seeding	1	LS	\$10,857.00	\$10,857.00	0.00	\$0.00	0.00	\$0.00	0.00	
<b>Total</b>				<b>\$20,907.00</b>	<b>\$8,137.50</b>	<b>\$2,112.50</b>	<b>\$4,112.50</b>	<b>\$10,260.00</b>	<b>48.58%</b>		

**ALTERNATE # 5**

ITEM	DESCRIPTION	Quantity	Unit	Price	Amount	QTD	Amount	QTD	Amount	QTD	
1	Surveying, Layout, Testing, Mobilization, Clearing, Erosion Control	1	LS	\$1,350.00	\$1,350.00	0.00	\$0.00	0.00	\$0.00	0.00	
2	Site Grading	1	LS	\$5,780.00	\$5,780.00	0.15	\$867.00	0.00	\$0.00	0.00	
3	Site Improvements: Concrete	1	LS	\$7,184.00	\$7,184.00	0.00	\$0.00	0.00	\$0.00	0.00	
4	Seeding	1	LS	\$2,730.00	\$2,730.00	0.00	\$0.00	0.00	\$0.00	0.00	
<b>Total</b>				<b>\$17,044.00</b>	<b>\$8,993.00</b>	<b>\$1,137.00</b>	<b>\$8,447.00</b>	<b>\$13,877.00</b>	<b>78.79%</b>		

**ALTERNATE # 6**

ITEM	DESCRIPTION	Quantity	Unit	Price	Amount	QTD	Amount	QTD	Amount	QTD
1	Surveying & Layout	1	LS	\$900.00	\$900.00	0.00	\$0.00	0.00	\$0.00	0.00
2	Landscapeing & Paving	1	LS	\$11,800.00	\$11,800.00	0.00	\$0.00	0.00	\$0.00	0.00
<b>Total</b>				<b>\$12,700.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**UNIT PRICES (1. - Awarded)**

ITEM	DESCRIPTION	Quantity	Unit	Price	Amount	QTD	Amount	QTD	Amount	QTD	
1	R & D Concrete Rubble	1000	CY	\$9.85	\$9,850.00	792.00	\$7,800.00	0.00	\$0.00	0.00	
2	R & D Leach Material	100	CY	\$9.00	\$900.00	85.00	\$765.00	0.00	\$0.00	0.00	
3	R & D Leach, Sweeping, Sid Lanes	1500	CY	\$9.85	\$14,775.00	1250.00	\$12,262.50	0.00	\$0.00	0.00	
4	Item # 6: Boulders from 3'	3000	SY	\$9.85	\$29,550.00	3000.00	\$29,550.00	0.00	\$0.00	0.00	
5	Item # 6: Dispose of Boulders	200	CY	\$9.85	\$1,970.00	200.00	\$1,970.00	0.00	\$0.00	0.00	
<b>Total</b>					<b>\$53,145.00</b>	<b>\$43,547.50</b>	<b>\$43,547.50</b>	<b>\$43,547.50</b>	<b>\$43,547.50</b>	<b>\$43,547.50</b>	<b>100.00%</b>





CITY OF BAYPORT  
294 NORTH THIRD STREET  
BAYPORT, MINNESOTA 55003  
PHONE 651-275-4404 FAX 651-275-4411

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DATE: September 2, 2009

TO: Mayor and City Council  
Mike McGuire, City Administrator

FROM: Mel Horak, Public Works Supervisor

RE: **Water Main Depth Adjustment**

***BACKGROUND***

As the Barker's Alps Park Improvement Project progressed, specifically the south ball field portion, it became apparent that the city's buried 6-inch water main that traverses a portion of the outfield area would not have adequate soil cover to protect the water main from frost damage. The existing grade in this area had to be lowered to insure proper drainage to the newly constructed water ponding area.

***RECOMMENDATION***

To correct this situation, Public Works is requesting authorization to lower the approximately 360 feet of 6-inch water main to a proper depth. Anticipated costs are \$12,000.00, which includes new 6-inch water main, appurtenances and contractor service fees. Funding for this project is to be obtained from the water enterprise fund, which currently has a balance of \$1,566,329.00.



BAYPORT

# 2009 Enterprise Fund Utility Rate Study

*City of Bayport*

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Special Report  
July 30, 2009

**Bayport**  
**2009 UTILITY SEWER/WATER RATE STUDY**

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## I. Water & Sewer Rate Chronology

How utility rates have evolved is important because it gives the City Council a historical perspective of past increases as to when they have occurred. This information then can be presented to the residents to show that the Council has been fiscally prudent in not only keeping rates affordable but also in providing adequate resources to fund the operating expenses of the Water and Sewer Enterprise Funds.

The following table illustrates the water and sewer rates for the City of Bayport for the last ten years:

Year	Residential		Commercial/Industrial	
	Water Rate*	Sewer Rate*	Water Rate*	Sewer Rate*
2009	\$2.50 over 1000	\$2.75 over 1000	\$2.50 1,001-100,000	\$3.10 1,001-100,000
	Flat rate	Flat rate	\$3.50 100,001-300,000	\$3.50 100,001-300,000
	No conservation rate		\$5.50 above 300,000	\$6.00 above 300,000
2008	n/c	n/c	\$2.50 1,001-100,000	\$3.10 1,001-100,000
			\$3.50 100,001-300,000	\$3.50 100,001-300,000
			\$5.50 above 300,000	\$6.00 above 300,000
2007	n/c	n/c	\$2.50 1,001-100,000	\$3.10 1,001-100,000
			\$3.50 100,001-300,000	\$3.50 100,001-300,000
			\$5.50 above 300,000	\$6.00 above 300,000
2006	n/c	n/c	\$2.50 1,001-100,000	\$3.10 1,001-100,000
			\$3.50 100,001-300,000	\$3.50 100,001-300,000
			\$5.50 above 300,000	\$6.00 above 300,000
2005	n/c	n/c	\$2.50 1,001-100,000	\$3.10 1,001-100,000
			\$3.50 100,001-300,000	\$3.50 100,001-300,000
			\$5.50 above 300,000	\$6.00 above 300,000
2004	n/c	n/c	\$2.50 1,001-100,000	\$3.10 1,001-100,000
2003	n/c	n/c	\$2.50 1,001-100,000	\$3.10 1,001-100,000
2002	n/c	n/c	\$2.50 1,001-100,000	\$3.10 1,001-100,000
2001	n/c	n/c	\$2.50 1,001-100,000	\$3.10 1,001-100,000
2000	n/c	n/c	\$2.50 1,001-100,000	\$3.10 1,001-100,000

\* \$10.00 is charged for the 1<sup>st</sup> 1000 gallons on both residential and commercial/industrial.

As indicated in the above table, rates have increased on only one occasion in the past ten years for commercial and industrial customers while the residential rate has remained fixed.

## II. Metro/Surrounding Community Rate Comparison

All cities, small and large, incorporate different cost assumptions into their water and sewer utility rates. Severe topography affects where and how deep water and sewer mains are located and installed, therefore resulting in higher rates because of additional capital and maintenance costs. On the other end cities with large commercial and industrial users typically have lower rates. So simply looking at a rate comparison may not fairly represent the competitive position of a particular city. However comparing neighboring cities is common and does provide useful data.

Outlined below is a small cities table showing 2008 residential water and sewer bills for towns that are of similar size to Bayport and a second table that includes immediately adjacent communities in Washington County as well as a number of cities located throughout the metropolitan area plus Hudson, Wisconsin. The tables depict typical monthly residential water utility bills for municipalities based upon consumption of **7,500 gallons per month**. This is a common baseline for utility surveys conducted by both independent consultant engineering firms and the League of Minnesota Cities.

City	Rank	Total S&W Bill (2008)	Mo. Water Bill (2008)	Mo. Sewer Bill (2008)
<b>SMALL CITIES:</b>				
<i>Bayport (current)</i>	1	\$44.29	\$ 21.25	\$ 23.04
Ghent	2	\$ 44.35	\$ 28.35	\$ 16.00
Verndale	3	\$ 46.03	\$ 20.88	\$ 25.15
Evansville	4	\$ 52.75	\$ 26.67	\$ 26.08
<i>Bayport (proposed)</i>		\$55.04	\$ 26.98	\$ 28.06
Odessa	5	\$ 55.42	\$ 30.42	\$ 25.00
Chokio	6	\$ 49.03	\$ 31.05	\$ 17.98
Twin Valley	7	\$ 63.20	\$ 44.20	\$ 19.00
Underwood	8	\$ 65.95	\$ 31.30	\$ 34.65
Ashby	9	\$ 67.71	\$ 45.83	\$ 21.88
Claremont	10	\$ 68.68	\$ 32.38	\$ 36.30
Hewitt	11	\$ 69.27	\$ 47.57	\$ 21.70
Stockton	12	\$ 77.25	\$ 52.25	\$ 25.00

City	Rank	Total S&W Bill (2008)	Mo. Water Bill (2008)	Mo. Sewer Bill (2008)
<b>MEDIUM-LARGE CITIES:</b>				
Maple Grove	1	\$ 24.01	\$ 8.38	\$ 15.63
Eagan	2	\$ 29.60	\$ 11.95	\$ 17.65
Chaska	3	\$ 30.01	\$ 8.86	\$ 21.15
Lakeville	4	\$ 30.34	\$ 10.11	\$ 20.23
Bloomington	5	\$ 30.62	\$ 18.38	\$ 12.24
Farmington	6	\$ 30.83	\$ 12.25	\$ 18.58
Eden Prairie	7	\$ 31.54	\$ 14.46	\$ 17.08
Mounds View	8	\$ 31.72	\$ 11.63	\$ 20.09
Brooklyn Park	9	\$ 31.85	\$ 13.19	\$ 18.66
New Brighton	10	\$ 32.32	\$ 10.56	\$ 21.76
Fridley	11	\$ 32.33	\$ 9.75	\$ 22.58
Minnetonka	12	\$ 33.12	\$ 13.24	\$ 19.88
Falcon Heights	13	\$ 33.65	\$ 18.65	\$ 15.00
Lino Lakes	14	\$ 34.62	\$ 17.29	\$ 17.33
Hastings	15	\$ 35.61	\$ 14.23	\$ 21.38
Plymouth	16	\$ 35.83	\$ 11.81	\$ 24.02
Oakdale	17	\$ 36.01	\$ 12.48	\$ 23.53
St. Louis Park	18	\$ 36.10	\$ 13.70	\$ 22.40
Victoria	19	\$ 36.28	\$ 27.62	\$ 8.66
Ramsey	20	\$ 37.11	\$ 16.34	\$ 20.77
Oak Park Heights	21	\$ 38.70	\$ 12.67	\$ 26.03
South St. Paul	22	\$ 39.01	\$ 11.11	\$ 27.90
Burnsville	23	\$ 39.16	\$ 16.83	\$ 22.33
West St. Paul	24	\$ 39.16	\$ 20.38	\$ 18.78
Mound	25	\$ 42.96	\$ 23.36	\$ 19.60
Crystal	26	\$ 43.31	\$ 28.28	\$ 15.03
Stillwater	27	\$ 43.42	\$ 15.00	\$ 28.42
Bayport	28	\$ 44.29	\$ 21.25	\$ 23.04
Hudson, WI	29	\$ 44.54	\$ 18.71	\$ 25.83
Robbinsdale	30	\$ 45.95	\$ 20.33	\$ 25.62
Prior Lake	31	\$ 47.26	\$ 19.88	\$ 27.38
Shorewood	32	\$ 47.28	\$ 23.95	\$ 23.33
Golden Valley	33	\$ 47.95	\$ 29.25	\$ 18.70
Mahtomedi	34	\$ 50.22	\$ 19.48	\$ 30.74
Saint Paul	35	\$ 51.46	\$ 20.48	\$ 30.98
Minneapolis	36	\$ 52.57	\$ 28.00	\$ 24.57
Forest Lake	37	\$ 57.60	\$ 18.02	\$ 39.58
Waconia	38	\$ 61.35	\$ 22.47	\$ 38.88

\* All of the above totals exclude other miscellaneous charges such as storm water fees, capital facility charges and state surcharges and the numerical ranking is based on the lowest to the highest monthly bill.

### III. Utility Rates – Water & Sewer

There are six (6) primary factors contributing to a rate increase for both water and sewer in the City of Bayport:

1. *Cost Inflation* – There has been no residential rate adjustment for the past ten years while expenditures in both the water and sewer departments have grown steadily due to inflation of operational expenses. Because rates have not increased over time, an expected catch-up is necessary.
2. *Declining Investment Income* – As the economy has worsened substantially over the past year interest rates have bottomed out and are expected to increase only marginally over the next 18-24 months. This will result in a loss of income of nearly \$50,000 annually as interest rates are expected to be in the range of 2½ to 3 percent
3. *Reduced Connection Fees* – Number of building permits in Bayport are projected to average 25 per year over the course of the next 5 years. As a result, the number of utility connections to the municipal system will reduce non-operating income by 64% from the 2008 level of \$275,000 down to annual revenue closer to \$100,000.
4. *Accelerated Depreciation* – Depreciation expense has seen a sharp jump from \$80,000 to nearly \$254,000. This has occurred as the city's capital investment has increased from both city improvements and capital contributions from developers. As the value of the city's infrastructure rises, it is important to recognize asset depreciation and provide for the ultimate replacement incrementally of the municipal water and sewer system.
5. *Fund Balance Growth* – In the future, increased reserves for future capital expenses will become necessary as lift stations and wells are renovated.
6. *Enterprise Fund Transfers* – Operating transfers are expected to grow as overhead expenses attributed to the Water and Sewer departments are recovered for shared services and funding is allocated for General Fund equipment acquisitions.

All of the above contributing factors plus expansion of the city's service boundaries, population growth and extension of the city's infrastructure base have placed demands on the City of Bayport's municipal system. As a result of these occurrences Water and Sewer rates are recommended to be increased accordingly;

RESIDENTIAL:

**Water** - \$10.00 flat fee for 1<sup>st</sup> 1,000 gallons  
\$ 3.30/1000 gallons for usage exceeding 1,000 gallons

**Sewer** - \$10.00 flat fee for 1<sup>st</sup> 1,000 gallons  
\$ 3.45/1000 gallons for usage exceeding 1,000 gallons

COMMERCIAL/INDUSTRIAL:

**Water** - \$10.00 flat fee for 1<sup>st</sup> 1,000 gallons  
\$ 4.00/1000 gallons for 1,001 – 100,000 gallons  
\$ 5.00/1000 gallons for 100,001 – 300,000 gallons  
\$ 7.00/1000 gallons for 300,001 and above

**Sewer** - \$10.00 flat fee for 1<sup>st</sup> 1,000 gallons  
\$ 5.00/1000 gallons for 1,001 – 100,000 gallons  
\$ 5.40/1000 gallons for 100,001 – 300,000 gallons  
\$ 7.90/1000 gallons for 300,001 and above.

**In examining the competitive position of Bayport with the smaller cities, Bayport compares favorably with a rank of #4 out of 12 cities if the proposed water and sewer rates were implemented. Larger cities have the advantage of pumping a much greater volume of water; therefore their rates are generally lower. Though Bayport has not raised its residential rates during the past ten (10) years the new rates would be comparable to what many of the larger cities are now contemplating.**

**The Expense/Revenue Model also assumes a 4% annual rate increase for both water and sewer rates beginning in 2011. These smaller incremental rate adjustments will avoid large future hikes and will ensure that utility revenues are adequate to meet growing demands of the city.**

**IV. Residential Conservation Rate Structure**

**It has become increasingly recognized that water is a valuable and scarce resource from a management perspective and sound conservation measures are necessary to protect water resources from overuse. The Minnesota Department of Natural Resources now require municipalities to adopt conservation measures ranging from watering restrictions to tiered rates that step up significantly to deter excessive watering during summer months.**

**Minnesota Statutes, section 103G.291, was amended in 2008 to include a requirement for public water suppliers serving more than 1,000 people in the**

metropolitan area to adopt a water rate structure that encourages conservation.

Well appropriation permits can be withheld by the DNR if conservation water rates have not been put in place. Controlled sprinkling should be encouraged to all residents. Public safety should be the number one priority in providing adequate water and pressure for fire suppression. Green lawns are of secondary importance. Also, because daily water consumption can rise dramatically and place strains on the city's ability to produce water during drought conditions it is important that a water conservation rate be added to the City of Bayport's rate structure as a 2<sup>nd</sup> tier.

As a result of these considerations the following residential step-up rate is recommended for water usage greater than 25,000 gallons per billing cycle:

**Residential Basic Rate: Tier 1 water rate – \$3.30/thousand gallons (1,001 – 25,000 gals.)**  
**Conservation Rate: Tier 2 water rate – \$4.30/thousand gallons (above 25,000 gals.)**

The twenty five thousand gallon threshold is a reasonable allowance since the average water usage for the 685 residential accounts in 2008 was 6005 gallons per month or 18,015 gallons per quarterly water bill.

Increases based upon volume are already in place for commercial and industrial users, stepping up from the recommended first level of \$4.00 to a third tier of \$7.00 which would represent the highest charge.

<b>V. Expense/Revenue Projections</b>						
<i>Water Fund Financial Analysis</i>						
PROJECTED/		<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>
FUND BALANCE:		\$1,566,329	\$1,437,373	\$1,401,819	\$1,305,797	\$1,287,174
EXPENSES						
	<b>Water operating expenditures</b>	\$268,550	\$276,607	\$284,905	\$293,452	\$302,255
	<b>Capital expenditures (CIP)</b>	\$0	\$0	\$70,000	\$0	\$0
	<b>Pumphouse, Booster, Air stripper</b>	\$43,814	\$45,128	\$46,482	\$47,877	\$49,313
	<b>Depreciation</b>	\$120,122	\$120,000	\$120,000	\$120,000	\$120,000
	<b>Equipment Fund Transfer</b>	<u>\$6,475</u>	<u>\$7,000</u>	<u>\$8,000</u>	<u>\$9,000</u>	<u>\$10,000</u>
	<b>EXPENSE TOTALS ...</b>	\$438,961	\$448,735	\$529,387	\$470,329	\$481,568
REVENUES						
<b>Operating Revenue</b>						
	<b>Water revenue (residential)</b>	\$145,124	\$187,000	\$194,480	\$202,259	\$210,350
	<b>Water revenue (commercial)</b>	\$23,590	\$34,913	\$36,310	\$37,762	\$39,273
	<b>Water revenue (Industrial)</b>	\$46,395	\$61,929	\$64,406	\$66,982	\$69,662
	<b>Water revenue (Institutional)</b>	\$6,942	\$9,612	\$9,996	\$10,396	\$10,812
	<b>Water revenue (growth)</b>	\$6,375	\$16,200	\$25,272	\$33,696	\$42,120
	<b>Safe water charges</b>	\$400	\$400	\$400	\$400	\$400
	<b>Water late charges</b>	\$1,676	\$1,800	\$1,900	\$2,000	\$2,100
<b>Non-operating Revenue</b>						
	<b>Water connection fees</b>	\$25,000	\$50,000	\$50,000	\$50,000	\$50,000
	<b>Water meters</b>	\$6,250	\$6,625	\$6,875	\$7,125	\$7,375
	<b>Water inspection fees</b>	\$1,875	\$1,875	\$1,875	\$1,875	\$1,875
	<b>Interest earnings</b>	<u>\$46,377</u>	<u>\$42,828</u>	<u>\$41,850</u>	<u>\$39,209</u>	<u>\$38,697</u>
	<b>REVENUE TOTALS ...</b>	\$310,005	\$413,182	\$433,364	\$451,705	\$472,663
	<b>Projected Water Fund Balance</b>	\$1,437,373	\$1,401,819	\$1,305,797	\$1,287,174	\$1,278,268
<b>Assumptions:</b>						
	1. 3% annual operating increase					
	2. straightline depreciation					
	3. 25 units annual revenue increase					
	4. connection fee increase to \$2,000 eff. 2010					
	5. \$.80/1000 gal. rate increase eff. 2010 (residential - \$3.30)... 32%					
	6. \$1.50/1000 gal. step-rate increases eff. 2010 (commercial/industrial/institution - \$4.00/\$5.00/\$7.00)... 60%					
	7. 4% annual rate increases (beginning 2011)					
	8. 2.75% annual investment income					

<i>Sewer Fund Financial Analysis</i>					
PROJECTED/	2009	2010	2011	2012	2013
FUND BALANCE:	\$1,265,668	\$1,119,180	\$1,093,751	\$1,081,943	\$1,078,909
EXPENSES					
Sewer operating expenditures	\$258,963	\$266,732	\$274,734	\$282,976	\$291,465
Capital expenditures (CIP)	\$0	\$0	\$0	\$0	\$0
MCES treatment	\$315,071	\$324,523	\$334,259	\$344,287	\$354,615
Depreciation	\$50,998	\$51,000	\$51,000	\$51,000	\$51,000
Equipment Fund Transfer	\$116,475	\$120,000	\$120,000	\$125,000	\$125,000
EXPENSE TOTALS ...	\$741,507	\$762,255	\$779,993	\$803,262	\$822,080
REVENUES					
Operating Revenue					
Sewer revenue (residential)	\$104,849	\$125,466	\$130,484	\$135,704	\$141,132
Sewer revenue (commercial)	\$13,174	\$17,503	\$18,203	\$18,931	\$19,688
Sewer revenue (Industrial)	\$13,149	\$18,011	\$18,732	\$19,481	\$20,260
Sewer revenue (Institutional)	\$1,509	\$2,015	\$2,096	\$2,180	\$2,267
Sewer revenue (growth)	\$5,530	\$14,500	\$22,620	\$30,160	\$37,700
Xcel Energy wastewater	\$8,872	\$12,155	\$12,641	\$13,146	\$13,672
Anderson wastewater	\$195,217	\$267,447	\$278,145	\$289,271	\$300,842
MN Correctional Facility (63%)	\$198,495	\$204,450	\$210,583	\$216,901	\$223,408
Sewer late charges	\$1,516	\$1,600	\$1,700	\$1,800	\$1,900
Non-operating Revenue					
Sewer connection fees	\$15,000	\$40,000	\$40,000	\$40,000	\$40,000
Sewer inspection fees	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
Interest earnings	\$36,208	\$32,180	\$31,481	\$31,156	\$31,073
REVENUE TOTALS ...	\$595,019	\$736,826	\$768,184	\$800,229	\$833,441
Projected Sewer Fund Balance	\$1,119,180	\$1,093,751	\$1,081,943	\$1,078,909	\$1,090,270
<u>Assumptions:</u>					
1. 3% annual operating increase					
2. straightline depreciation					
3. 20 units annual revenue increase					
4. connection fee increase to \$2,000 eff. 2010					
5. \$ .70/1000 gal. rate increase eff. 2010 (residential - \$3.45)... 25%					
6. \$1.15/1000 gal. step-rate increases eff. 2010 (commercial/industrial/insitution - \$4.25/\$4.65/\$7.15)... 37%					
7. 4% annual rate increases (beginning 2011)					
8. 2.75% annual investment income					

## VI. Customer Impact

The combined proposed rate of \$6.75 per thousand gallons is a \$1.50 increase and represents a total increase of 28½% above the current rate of \$5.25 per 1000 gallons. The flat base charges of \$10.00 for the 1<sup>st</sup> 1,000 gallons for water and \$10.00 for the 1<sup>st</sup> 1000 gallons of sewer would remain unchanged. When considering the entire water and sewer utility bill, which includes trunk fees and a state surcharge for water testing, homeowners would experience, on average, a \$10.75 rise on their total water bill per month in 2010. The financial impact of the rate increases are demonstrated below:

	<b>2009 Average Monthly Bill</b>	<b>2010 Average Monthly Bill</b>
Water usage charge	\$21.25	\$26.98
Sewer usage charge	\$23.04	\$28.06
Trunk water charge	\$1.10	\$1.10
Trunk sewer charge	\$1.17	\$1.17
State surcharge	\$0.44	\$0.44
<b>Monthly Total</b>	<b>\$47.00</b>	<b>\$57.75</b>
<b>Monthly \$ Increase</b>	<b>\$10.75</b>	

The above figures are based upon a monthly usage of 7500 gallons prorated over a quarter to arrive at the monthly average cost. Assuming the above average, the typical homeowner will incur an annual increase of \$129.

## VII. Summary Overview

Water and sewer utility funds of cities are operated as enterprise funds which are intended to generate revenues to provide contributions to the General Fund to offset administration and shared operating costs, revenue for fund transfers i.e., building overhead, Equipment Fund purchases and such long term needs as reserves to assist in sewer and water pipe replacement (*depreciation*).

This Enterprise Fund Utility Rate Study comprehensively identifies all known costs associated with the City of Bayport's municipal water and sewer system and proposes a utility rate structure required to adequately fund quality water and sewer service to the community. Also, the new utility rates would maintain the Water/Sewer Fund balances as recommended by the City's auditor in the 2008 Financial Management section of the audit report. To accomplish this objective, future rate increases in the Expense/Revenue Model on pages 9&10 of this study are programmed to increase annually by 4%.

Alternatively, the City could stage the rate increase over the next two years of 2010-2011 to lessen the impact of a full rate adjustment. However, Bayport's residential rates have not changed for at least ten years and the adoption of the new proposed rates would provide water bills that would be considerably less than the majority of the small city water bills listed in this rate study.

**RESOLUTION NO. \_\_\_\_\_**

**EXTRACT OF THE MINUTES OF MEETING OF THE CITY COUNCIL OF THE  
CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA  
HELD SEPTEMBER 08, 2009**

Pursuant to due call and notice therefore, a regular meeting of the City Council of the City of Bayport, Minnesota was duly held at the Bayport City Hall in said municipality on the 8th day of September, 2009 at 6:00 PM.

The following members were present:

The following members were absent:

Councilmember \_\_\_\_\_ introduced the following resolution and moved its adoption:

**RESOLUTION OF THE CITY OF BAYPORT, WASHINGTON COUNTY,  
MINNESOTA, ADOPTING THE PRELIMINARY CITY BUDGET FOR 2010**

WHEREAS, The City of Bayport established a preliminary certification of the City of Bayport's levy at its September 8<sup>th</sup>, 2009 meeting; and

WHEREAS, The City of Bayport is not required to and will not be holding public hearings for the 2010 budget; and

WHEREAS, The City Council of the City of Bayport wishes to establish its preliminary 2010 budget which must be certified to the Washington County Auditor/Treasurer by September 15, 2009.

NOW THEREFORE BE IT RESOLVED: By the City Council of the City of Bayport, Washington County, Minnesota as follows:

1. Be it resolved that the City Council of the City of Bayport, Washington County, Minnesota, hereby adopts the preliminary city budget for 2010, as presented.

The motion for adopting the foregoing resolution was duly seconded by Councilmember \_\_\_\_\_ and upon roll call being taken thereon the following voted via voice:

Jon Nowaczek -	Torry Kraftson -
Connie Carlson -	Judy Seeberger -
Dan Johnson -	

Thereupon said resolution was declared duly passed and adopted and signed by the Mayor and attested by the City Administrator. Passed by the City Council, City of Bayport, Washington County, Minnesota at this 8<sup>th</sup> day of September, 2009.

ATTEST:

\_\_\_\_\_  
Mike McGuire  
City Administrator

\_\_\_\_\_  
Jonathan Nowaczek  
Mayor

**RESOLUTION NO. \_\_\_\_\_**

**EXTRACT OF THE MINUTES OF MEETING OF THE CITY COUNCIL OF THE  
CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA  
HELD SEPTEMBER 08, 2009**

Pursuant to due call and notice therefore, a regular meeting of the City Council of the City of Bayport, Minnesota was duly held at the Bayport City Hall in said municipality on the 8<sup>th</sup> day of September, 2009, at 6:00 P.M.

The following members were present:

The following members were absent:

Councilmember \_\_\_\_\_ introduced the following resolution and moved its adoption:

**RESOLUTION OF THE CITY OF BAYPORT, WASHINGTON COUNTY,  
MINNESOTA, ESTABLISHING THE PRELIMINARY LEVY CERTIFICATION FOR  
THE CITY'S GENERAL AND DEBT SERVICE FUND AND LIBRARY FUND AT  
\$1,041,975**

WHEREAS, The State of Minnesota requires the City to adopt a proposed preliminary levy certification for its General and Debt Service Fund and Library Fund; and

WHEREAS, The City Council is required to adopt its 2010 preliminary levy certification on or before September 15, 2009; and

WHEREAS, The City Council of the City of Bayport wishes to comply with the State law effective in this area.

NOW THEREFORE BE IT RESOLVED: By the City Council of the City of Bayport, Washington County, Minnesota as follows:

- |  |    |           |
|--|----|-----------|
| 1. Establish the 2010 General Fund preliminary levy certification at | \$ | 855,735   |
| 2. Establish the 2010 Debt Service preliminary levy certification at | \$ | 38,215    |
| 3. Establish the 2010 Library Fund preliminary levy certification at | \$ | 148,025   |
| 4. Establish the 2010 preliminary total levy certification at        | \$ | 1,041,975 |

5. Authorize and direct the City Administrator to certify the proposed General Fund, Debt Service Fund, and Library Fund preliminary levies for the year 2010 to the Washington County Auditor/Treasurer's Office on or before September 15, 2009.

The motion for adopting the foregoing resolution was duly seconded by Councilmember \_\_\_\_\_ and upon roll call being taken thereon the following voted via voice:

Jon Nowaczek -	Torry Kraftson -
Connie Carlson -	Judy Seeberger -
Dan Johnson -	

Thereupon said resolution was declared duly passed and adopted and signed by the Mayor and attested by the City Administrator. Passed by the City Council, City of Bayport, Washington County, Minnesota on this 8th day of September, 2009.

ATTEST:

\_\_\_\_\_  
Mike McGuire  
City Administrator

\_\_\_\_\_  
Jonathan Nowaczek  
Mayor

**RESOLUTION NO. \_\_\_\_\_**

**EXTRACT OF THE MINUTES OF MEETING OF THE CITY COUNCIL OF THE  
CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA  
HELD SEPTEMBER 8, 2009**

Pursuant to due call and notice therefore, a regular meeting of the City Council of the City of Bayport, Minnesota was duly held at the Bayport City Hall in said municipality on the 8th day of September, 2009, at 6:00 P.M.

The following members were present:

The following members were absent:

Councilmember \_\_\_\_\_ introduced the following resolution and moved its adoption:

**RESOLUTION OF THE CITY OF BAYPORT, WASHINGTON COUNTY,  
MINNESOTA, ADOPTING THE PRELIMINARY CAPITAL IMPROVEMENT PLAN  
FOR 2010 THROUGH 2014**

WHEREAS, The City of Bayport established a preliminary certification of the City of Bayport's levy at its September 8, 2009 meeting; and

WHEREAS, The City Council of the City of Bayport wishes to establish its Capital Improvement Plan for 2010 through 2014.

NOW THEREFORE BE IT RESOLVED: By the City Council of the City of Bayport, Washington County, Minnesota as follows:

1. Be it resolved that the City Council of the City of Bayport, Washington County, Minnesota, hereby adopts the preliminary Capital Improvement Plan for 2010 through 2014, as distributed.

The motion for adopting the foregoing resolution was duly seconded by Councilmember \_\_\_\_\_ and upon roll call being taken thereon the following voted via voice:

Jon Nowaczek -	Torry Kraftson -
Connie Carlson -	Judy Seeberger -
Dan Johnson -	

Thereupon said resolution was declared duly passed and adopted and signed by the Mayor and attested by the City Administrator. Passed by the City Council, City of Bayport, Washington County, Minnesota at this 8th day of September, 2009.

ATTEST:

\_\_\_\_\_  
Mike McGuire  
City Administrator

\_\_\_\_\_  
Jonathan Nowaczek  
Mayor

**Sara Taylor**

---

**From:** Karen Huftel  
**Sent:** Monday, September 29, 2008 2:57 PM  
**To:** Mike McGuire; Sara Taylor  
**Subject:** Soccer fields support

BELWIN ATHLETICS

**Importance:** High

See minutes excerpt from Dec.'07 meeting:

Discuss and consider funding request by Belwin Athletics for the Lucy Winton Bell Athletic Field by contributing \$8.00 per child for 5 years: This item was continued from the October meeting when Belwin Athletics requested a contribution for athletic fields in Afton, used by Stillwater area school students. With an estimated 300 school age children in Bayport, the organization has requested an annual contribution of \$2,400.00, with a 5-year pledge. Administrator McGuire stated this expense has not been budgeted, however it could be taken out of the contingency fund or park dedication fees. He noted park dedication fees have slowed considerably and feels it may be difficult to make a 5-year commitment. Councilmember Carlson reported three communities have pledged and would like the City of Bayport to support the program. Councilmembers voiced their general support for the athletics program, however were concerned with making a long-term pledge. Mayor Nowaczek voiced concern with using public funds for a program that is not open to the public, when the city has plans in place to improve its public parks.

It was moved by Commissioner Kraftson and seconded by Commissioner Carlson to contribute \$2,400.00 from the city's contingency fund to Belwin Athletics for the Lucy Winton Bell Athletic Field for 2008, and to review the request for budget year 2009. Motion carried 4-1, with Mayor Nowaczek opposed.

Karen Huftel, City of Bayport  
294 North 3rd Street  
Bayport, MN 55003  
Phone: 651-275-4404  
Fax: 651-275-4411  
khuftel@ci.bayport.mn.us

July 2, 2009

Andersen Elementary Parent Group  
309 4th Street North  
Bayport, MN 55003



Dear City of Bayport,

The Andersen Elementary Parent Group would like to request your help in the replacement and upgrading of our school playground equipment. As you know, Andersen's playground is not used exclusively by the elementary students. The playground is used by the school districts after school Adventure Club and is also a Targeted Services cluster site during the summer months. During the normal school year the playground is a hub of social and physical activity for our students. In addition, families from the surrounding area use the playground equipment after hours much like a local park; many of the Andersen Elementary families are also your city residents.

Some of the playground equipment, especially the slides are in extreme disrepair. We estimate the cost to replace these items at approximately \$5,000.00. Please review the attached quote for pricing details. We would like to request each township and the city of Bayport to join the Andersen Parent Group in supporting our endeavor by each contributing \$1,000.00 toward these upgrades. We would like to begin the equipment replacement as soon as possible, as our goal is to have the playground ready for the fall 2009 school year.

Several years ago you responded to our appeal for playground equipment. We truly appreciate the response to our need.

Your timeliness in a response would be appreciated and if you have any questions or need further information you may contact:

Deena Vlasak - Chair Andersen Parent Group 651-430 3178  
[dconradvlasak@yahoo.com](mailto:dconradvlasak@yahoo.com)

Amy Sherrard - Chair Andersen Parent Group 651-439-0027  
[aesherrard@msn.com](mailto:aesherrard@msn.com)

Mark Drommerhausen - Principal 651-351-6606  
[drommerhausenm@stillwater.k12.mn.us](mailto:drommerhausenm@stillwater.k12.mn.us)

Thank you and we look forward to your reply.

Sincerely,

Deena Vlasak

  
Amy Sherrard

  
Mark Drommerhausen



PO Box 27328  
Golden Valley, MN 55427  
Phone Number: 763-546-7787  
Fax Number: 763-546-5050

replacement slide

Andersen Elementary  
Attn: Gary Thompson  
309 N 4th Street  
Bayport, MN 55003  
Phone: 651-351-6602  
Fax: 651-351-6695

Quote Number: 1575  
Quote Date: 5/6/2009

Stock ID	Description	Quantity	Unit Price	Amount
140877	3'Rumble'N Roll Dbl Slide	1	\$1,020.00	\$1,020.00
81331	4'-0" FS Spiral Slide	1	\$3,815.00	\$3,815.00
SubTotal:				\$4,835.00
Freight:				\$471.00
Total Amount:				\$5,306.00

THIS QUOTATION IS SUBJECT TO POLICES IN THE CURRENT GAMETIME PARK AND PLAYGROUND CATALOG AND THE FOLLOWING TERMS AND CONDITIONS. OUR QUOTATION IS BASED ON SHIPMENT OF ALL ITEMS AT ONE TIME TO A SINGLE DESTINATION, UNLESS NOTED, AND CHANGES ARE SUBJECT TO PRICE ADJUSTMENT PURCHASES IN EXCESS OF \$1,000.00 TO BE SUPPORTED BY YOUR WRITTEN PURCHASE ORDER MADE OUT TO GAMETIME, C/O MINNESOTA/WISCONSIN PLAYGROUNDS.

Installation: shall be by a Certified GameTime Installer. Customer shall be responsible for scheduling coordination and site preparation. Site should be level and permit installation equipment access. Purchaser shall be responsible for unknown conditions such as buried utilities, tree stumps, bedrock or any concealed materials or conditions that may result in additional labor or material costs.

Submittals: our design proposal reflects the spirit and intent of the project plans and specifications. While some variations may exist between our quotation and the project design, the differences do not materially affect the intended use. GameTime designs and specifications are unique and not intended to be identical in all respects to other manufacturers. We shall submit for review and approval by the owner's representative detailed drawings depicting the equipment to be furnished accompanied by specifications describing materials. Once approved, these drawings and specifications shall constitute the final documents for the project and shall take precedence over all other requirements.

Order Information

Bill to: \_\_\_\_\_  
Company \_\_\_\_\_  
Attn: \_\_\_\_\_  
Address: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_  
Billing Contact: \_\_\_\_\_  
Billing Phone: \_\_\_\_\_  
Billing Fax: \_\_\_\_\_

Ship to: \_\_\_\_\_  
Company \_\_\_\_\_  
Attn: \_\_\_\_\_  
Address: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_  
Jobsite Contact: \_\_\_\_\_  
Jobsite Phone: \_\_\_\_\_  
Jobsite Fax: \_\_\_\_\_

Acceptance of quotation:

Accepted By (printed): \_\_\_\_\_  
Signature: \_\_\_\_\_  
Title: \_\_\_\_\_  
Purchase Amount: \_\_\_\_\_ \$5,306.00

P.O. No: \_\_\_\_\_  
Date: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Facsimile \_\_\_\_\_

**Board of  
Directors**

*Karla Anderson  
(Secretary)  
Stillwater*

*Bill Armstrong  
Lake Elmo*

*Fred Banister  
Lake Elmo*

*Jennifer  
Cates Peterson  
(Vice President)  
Hudson, WI*

*Laura Eastman  
Bayport*

*Paul Erickson  
Stillwater*

*Joyce Flynn  
Mahtomedi*

*Connie Fredkove  
(President)  
Baytown Township*

*Al Godfrey  
River Falls, WI*

*Jim Hiniker  
(Treasurer)  
Stillwater Township*

*Judy Klos  
Bayport*

*Dana Misner  
Woodbury*

*Vi Russell  
Board Member  
Ementus*

*Amy Skare  
Stillwater*

August 31, 2009

Mayor Jonathon Nowaczek  
City of Bayport  
294 3<sup>rd</sup> Street  
Bayport, MN 55003

Dear Mayor Nowaczek,

Greetings to you from the Board and staff of Community Thread, formerly Community Volunteer Service and Senior Centers! I am writing to share information about Community Thread and to ask for your support in the amount of \$1,500 for 2010.

**What is Community Thread?**

Community Thread is a non-profit organization that has served the City of Bayport since 1967. This year, our new name brings to life our mission of promoting, supporting and encouraging volunteerism to serve the needs of the community. We believe that every act of service is a thread that ties people, lives and communities together. Our new identity represents our interconnectedness as we work to connect people and enrich lives in your community

**What does Community Thread do?**

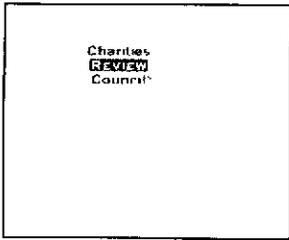
Community Thread coordinates six programs and manages two service sites in Washington County. Our Senior Centers offer social, educational and volunteer activities each and every week in both Stillwater and Bayport, and served more than 19,000 county seniors last year. Our programs, all with the spirit of volunteerism at their core, also include Transportation, the Volunteer Center, the Neighborhood Service Exchange, the Medical Reserve Corps and the seasonal Holiday Bureau. Outcome information for each of these programs is included in the enclosed fact sheets for the City of Bayport and Washington County

**How does Community Thread serve my city?**

Each year Community Thread serves thousands of Washington County residents who live in Bayport. Our services are critical for residents who use them whether daily or a few times a year. As elected officials with financial and community-building responsibilities, we understand that you face difficult questions about how to lead your community. This year more than any other, your jobs are incredibly challenging as the needs of your residents increase and the resources to meet those needs have decreased. In spite of these challenges, Community Thread helps you improve the quality of life in your community by connecting people to human service programs and volunteer opportunities

I have enclosed information about specific services that we provided to residents throughout 2008. Here are a few examples:

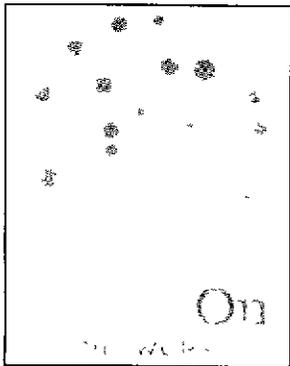
- Volunteers from the Medical Reserve Corps are delivering Emergency Preparedness to the region's senior population by presenting educational workshops at churches, senior living facilities and senior centers throughout the County



- The Senior Center hosted the 2<sup>nd</sup> Annual Senior Housing Fair to help families, caregivers and seniors learn about options for housing.
- The Neighborhood Service Exchange provides help with chores, transportation and other tasks to make living independently easier for hundreds of residents.
- Volunteer drivers in our Transportation Program drive more than 75,000 miles a year ensuring that residents who need to see a doctor are able to keep their appointments

**What can my city do to support Community Thread?**

- Consider making a financial contribution to Community Thread. Support from municipalities enables us to maintain the programs and services that your residents rely on every day.
- Become an affiliated member of our Volunteer Center For a nominal fee, the Volunteer Center can help you find volunteers for committees and special projects, and provide support to the staff that coordinates your city's volunteers
- Engage with us in promoting, supporting and encouraging volunteerism to meet the community's needs by sponsoring special initiatives such as the Holiday Bureau, Rake A Difference Day, and the Summer Service Event.



Community Thread leverages every dollar received by engaging community volunteers to help deliver the services we provide. In 2008, more than 750 volunteers contributed 17,549 hours of service through Community Thread programs alone. This is a value of more than \$342,380.

We are requesting ten minutes during a city council meeting or work session to provide a presentation and discussion about Community Thread so you and your residents may learn about services and resources.

For more information about our programs and to schedule the presentation, please call Valerie at 651-439-7434. Community Thread is honored to have provided services to Washington County for more than 42 years, and your support is greatly appreciated.

Sincerely,

*Connie Fredkove*

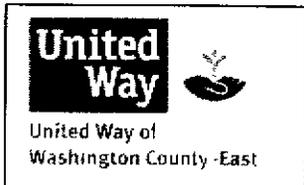
Connie Fredkove  
Community Thread Board President

*Valerie A. Jones*

Valerie A. Jones, MA  
Executive Director

CC: Daniel Johnson, Connie Carlson, Torry Kraftson, Judy Seeberger, Mike McGuire

Enclosures



August 25, 2009

The Honorable Jonathan Nowaczek, Mayor  
City of Bayport  
294 N 3<sup>rd</sup> Street  
Bayport, MN 55003

Dear Mayor Nowaczek and Council

Throughout our 30 year history the YSB is proud to say the City of Bayport has supported our efforts to pursue our mission of providing early intervention alternatives for at-risk youth. We are asking that you continue this partnership in 2010 by contributing \$1,350 to assist us in improving the lives of young people.

We are also asking that you consider this letter a request for payment of your 2009 contribution of \$1,300.

Last year over 2,000 youth and their parents participated in YSB programs. Of this group, 85% did not get re-involved in the juvenile justice system six months after completing a program. Research and experience demonstrate the social return on investment (SROI) that early intervention and prevention provide. A recent study conducted by the Wilder Foundation points out that for targeted programs like the YSB's, over \$8 is returned for every dollar invested. These services are more important today than ever before and underscore the problems and expense associated with treating juveniles after they have entered the juvenile justice system. Although we are continually improving our services, our core programs will remain community diversion services intended to give law enforcement quick access to programs for minor juvenile offenders who would otherwise be petitioned to court. Community based and immediately available, they provide a response that is swift and effective. We will continue to provide specialized mental health services that help young people and their families realize their strengths, find worthwhile ways to resolve problems and go forward.

On behalf of our Board of Directors, thank you for your consideration and support in finding local solutions that are affordable, accessible and effective. I would be happy to meet with the council to discuss our request in more detail.

Sincerely,

Paul Weiler  
Executive Director

C. Mike McGuire, City Administrator



## MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Barry Peters, City Engineer

DATE: September 1, 2009

RE: Sanitary Sewer Televising and Inspection  
SEH No. ABAYPO0801 00 14.00

The City of Bayport has approximately 68,000 linear feet of sanitary sewer and water mains to maintain in Bayport proper. Also, there is approximately 26,500 linear feet of water mains that were recently constructed in Baytown Township. The majority of the sanitary sewer mains are vitrified clay pipes (VCP) and a good portion of the older water mains are cast iron pipe (CIP). These pipe materials are still in service in many communities but are brittle and can crack or break. Public Works and staff would like to begin the process of investigating the conditions of these infrastructures so that planned improvements and replacements can be included in future Capital Improvement Programs (CIPs). A visual inspection of existing water mains is not practical, but sanitary sewer mains can be televised and manholes inspected to check the conditions.

Although there have not been significant issues with sanitary sewer mains breaking or collapsing, there have been issues with inflow/infiltration (I/I) and increasing difficulty with the city's sewer cleaning process. This difficulty may be due to root intrusions, offset pipe joints, protruding lateral taps or other unknown sewer main defects. This inspection will reveal these issues.

Starting in 2007, the City, along with many other communities, was directed to address I/I issues by the Metropolitan Council of Environmental Services (MCES). To ensure that the communities complied, surcharges were levied. The surcharge would be added to bills sent to the Cities, unless the community spent an equivalent amount to address I/I issues. Costs above the surcharge can be carried over to following years as a credit. Bayport, in 2007 and 2008, did flow monitoring, cleaning and analyzing data to address the surcharges levied. Bayport's surcharge for 2009 is approximately \$26,900.00, but there is a credit of \$3,000.00 from previous years' work.

It is proposed that the City set up a 2-year program to investigate the sanitary sewer mains and manholes. Completing the sanitary sewer inspections in 2009 and 2010 would enable staff to set up an improvement program to address the aging infrastructure system for the 2011 CIP. Staff would recommend that the City Council authorize obtaining quotes to clean and televise approximately half of the sanitary sewer system, including manhole condition surveys. This work will offset the surcharge to be levied by MCES, and any additional costs above the amount would be credited to future years. Cleaning and televising is estimated at \$1.25 per foot and manhole inspections at \$50.00 each. Therefore, an estimated cost to inspect approximately half of the system is \$50,000.00.

bcp

c: Mike McGuire, City Administrator  
Sara Taylor, Assistant City Administrator  
Mel Horak, Director of Public Works  
Alva Rankin, SEH

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**SANDERS WACKER BERGLY, INC.**  
**Landscape Architects And Planners**

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**TRANSMITTAL**

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TO: Mike McGuire

FROM: Larry Wacker

COMPANY: City of Bayport

DATE: 9/1/2009

RE: Budget Summary and Change Order No. 1  
- Barker's Alps Phase I Site Improvements

SWB PROJECT NUMBER

COPY TO

---

The purpose of this memorandum is to review the project budget for Barker's Alps Park Improvements and to request that the City Council approve contract Change Order no. 1.

Construction of Barker's Alps Park Site Improvements is nearing completion. There have been several changes in the work included in the construction contract with Miller Excavating, Inc. that have resulted in cost additions or reductions. The changes are listed in items 2 through 21 in the attached Budget Summary. The total change in the contract amount is an increase of \$48,045.46.

Item numbers 24 through 27 on the attached summary identify funds that were earmarked for earthwork items but the use of the funds was not required. The total value of the unused funds is \$49,074.50.

Item numbers 30 through 33 identify other City-approved expenses related to the Barker's Alps Park Improvement project. The value of the other expenses is \$123,452.66.

The total amount of funds committed to date, if Change Order No. 1 is approved by the City Council, is \$628,303.52 and the total project budget is \$631,675.00.

We request that the Council approve a change order to Miller's contract in the amount of \$48,045.46.

It is possible that there may be additional, minor changes in the work and expenses as final grading and landscape work is completed over the few weeks.

Please forward any questions or comments.

END

<b>BARKER'S ALPS BUDGET SUMMARY</b>					9/1/2009
<b>MILLER CONTRACT</b>					
<b>Item #</b>	<b>DESCRIPTION</b>	<b>UNIT PRICE</b>	<b>UNIT</b>	<b>Qty.</b>	<b>TOTAL</b>
1	Original Contract Amount				\$505,879.90
2	Reduction in conc. Rubble removal				-\$2,069.60
3	Reduction in haul quantity to landfill				-\$750 00
4	Reduction in leaf and street sweeping disposal quantity				-\$2,487.50
5	Chain link fence modifications (convert to straight backstop and change from SS40 to SS39 pipe)				-\$3,000 00
6	Reduction in the extent of retaining wall construction				-\$23,100.00
7	Move additional 3,345cy of on-site soil to achieve elevations for the gravel parking lot, road and trail.	\$2.68	CY	3345	\$8,964 60
8	Excavate additional 900 cy of soil from the pond area to accomplish larger storage	\$2 68	CY	900	\$2,412 00
9	Screen additional material to remove rock and peat materials over entire north ballfield area This added 2000cy of screened material	\$9.95	CY	2000	\$19,900.00
10	Remove pockets of rock and peat deposits and replaced with suitable base material in west outfield area of the north ballfield	\$6.00	CY	1500	\$9,000.00
11	Haul additional excess rock from site due to larger screened soil volume and greater rock quantities than anticipated.	\$9.95	CY	918	\$9,134 10
12	Soil correction on hillside trail and on trail connection to 2nd Ave Approx. 2' subcut and installation of 2' sand/gravel material.	\$15,915.00	LS	1	\$15,915.00
13	Additional filling of parking lot on 5th Ave. with on-site fill due to survey inaccuracies.	\$2.68	CY	1952	\$5,231.36
14	Install culvert at base of south park access road.	\$2,775.00	LS	1	\$2,775 00
15	Reduce length of trail at the east side of the park on 5th Ave to avoid Perot Creek.	-\$645.00	LS	1	-\$645.00
16	Install path connection to trail on 5th Ave. from parking lot.	\$885.50	LS	1	\$885 50
17	Install handicapped access at play area	\$400.00	LS	1	\$400 00
18	Hardwood mulch around native plants in filtration basin				\$1,000 00
19	Home plate				\$150 00
20	Install two 15'x20' bituminous pads for bleachers at north ballfield.	\$1,240 00	LS	1	\$1,240.00
21	Extra surveyor staking of south park area and hillside trail due to survey inaccuracies.	\$3,090.00	LS	1	\$3,090.00

22				<b>SUBTOTAL</b>	<b>\$553,925.36</b>
23	<b>UNSPENT UNIT PRICE FUNDS</b>				
24	Import sand for filtration basins				-\$4,474.50
25	Import clean granular mat.				-\$7,850.00
26	Import clean borrow				-\$7,000.00
27	Import and place compost				-\$29,750.00
28				<b>SUBTOTAL</b>	<b>-\$49,074.50</b>
29	<b>OTHER EXPENSES</b>				
30	Play Equipment				\$59,152.66
31	Furniture				\$5,800.00
32	Design fees and construction				\$55,000.00
33	PEER Environmental reports				\$3,500.00
34				<b>SUBTOTAL</b>	<b>\$123,452.66</b>
35		<b>TOTAL FUNDS COMMITTED TO DATE</b>			<b>\$628,303.52</b>
36		<b>TOTAL PROJECT BUDGET</b>			<b>\$631,675.00</b>