

**CITY OF BAYPORT
CITY COUNCIL MEETING
Council Chambers, 294 North 3rd Street
August 6, 2007**

REGULAR MEETING

6:00 P.M.

CALL TO ORDER

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

PROCLAMATIONS, COMMENDATIONS & PETITIONS

1. National Night Out Proclamation – Tuesday, August 7, 2007 at Lakeside Park
2. Recycling award given to Elizabeth Dahl, 298 4th Street North
3. Recognition of Scott Radke’s service as Fire Chief

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

Consider approving a resolution adopting items 1 through 20

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10. Appointment of part-time Police Officer William Stepan	10
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18. Letter of employment for Police Chief Laura Eastman	18
19. Acceptance of donations for National Night Out	19
20. Acceptance of grant for liquor compliance enforcement	20

SWEARING IN OF FIRE CHIEF MIKE BELL

SWEARING IN OF POLICE OFFICER WILLIAM STEPAN

**MOVE TO CLOSED SESSION PURSUANT TO MINNESOTA STATUTE 13D.05
SUBDIVISION 3(d) AS PERMITTED BY THE ATTORNEY-CLIENT PRIVILEGE
FOR THE PURPOSE OF DISCUSSING ACTIVE OR THREATENED LITIGATION**

PUBLIC HEARINGS

- | | |
|--|----|
| 1. Public Improvement Hearing for the 2007 City Sidewalk and Curb Rehabilitation Project | 21 |
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COUNCIL LIAISON REPORTS

UNFINISHED BUSINESS

NEW BUSINESS

- | | |
|--|----|
| 1. Consider authorization to purchase snowplow equipment for the new Sterling L 8500 | 22 |
| 2. Consider amendments to the ordinance adopting the Minnesota State Building Code | 23 |
| 3. Discuss a request to amend the city's ordinance regarding exempt gambling permits | 24 |
| 4. Consider audit firm proposals for 2007 professional audit services | 25 |
| 5. Consider invoice for additional fees related Phase I of the Lakeside Park Improvement Project | 26 |

COUNCIL ITEMS AND ANNOUNCEMENTS

- 1.
- 2.

CITY ADMINISTRATOR ITEMS AND ANNOUNCEMENTS

- 1.
- 2.

ADJOURNMENT

PROCLAMATION

National Night Out 2007

WHEREAS: The National Association of Town Watch and Target are sponsoring a unique, nationwide crime, drug and violence prevention program on August 7, 2007, entitled "National Night Out;" and

WHEREAS: The "24th Annual National Night Out" provides a unique opportunity for the City of Bayport, Minnesota to join forces with thousands of other communities across the country in promoting cooperative, police-community crime prevention efforts; and

WHEREAS: The Bayport Police Department, through joint community crime, drug, and violence prevention efforts in the City of Bayport, supports "National Night Out 2007" locally; and

WHEREAS: It is essential that all citizens of the City of Bayport be aware of the importance of crime prevention programs and impact that their participation can have on reducing crime, drugs and violence in the City of Bayport; and

WHEREAS: Police-community partnerships, neighborhood safety, awareness and cooperation are important themes of the "National Night Out" program;

NOW, THEREFORE BE IT RESOLVED, I, Mayor Jon Nowaczek, on behalf of the Bayport City Council, do hereby call upon the Citizens of Bayport, Minnesota to join the Bayport Police Department and the National Association of Town Watch, and Target in supporting the "24th Annual National Night Out" on August 7, 2007.

FURTHER, LET IT BE RESOLVED THAT, the Mayor and Bayport City Council do hereby proclaim Tuesday, August 7, 2007, as "National Night Out" in the City of Bayport, Minnesota.

Mayor Jon Nowaczek

Attest: _____
Michael McGuire,
City Administrator

RESOLUTION NO. 07-

EXTRACT OF THE MINUTES OF MEETING OF THE CITY COUNCIL OF THE CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA HELD AUGUST 6, 2007

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 6th day of August, 2007, 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 1-20 FROM THE AUGUST 6, 2007 CITY COUNCIL AGENDA

1. July 2, 2007 City Council regular meeting minutes
2. July 16, 2007 City Council budget and CIP workshop minutes
3. July payables and receipts
4. July building, plumbing and mechanical permits
5. Special event application for Derby Days (including fireworks display permit)
6. Temporary liquor license for BCAL at Greystone Bar for Derby Days
7. Special event application for Bethlehem Lutheran Church Fall Festival
8. Accepting \$200.00 donation from Harold Radke for the Fire Department
9. Appointment of Fire Chief Mike Bell
10. Appointment of part-time Police Officer William Stepan
11. Acknowledgement of Anderson Race Management running relay event
12. Renewal of 2:00 a.m. liquor license for Woody's Bar and Grill, 109 North 3rd Street, Bayport, MN
13. Lawful gambling application for American Legion to conduct activity at Woody's Bar and Grill, Bayport, MN
14. Lawful gambling application for American Legion to conduct activity at Captains Corner
15. Appointment of election judges for 2007 school board election
16. Final payment to Ebert Construction for booster station
17. Acceptance quotes to replace the roof for well house #4
18. Letter of employment for Police Chief Laura Eastman
19. Acceptance of donations for National Night Out
20. Acceptance of grant for liquor compliance enforcement

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 –
Dan Johnson –
Sharon Ridgway –

Connie Carlson –
Torry Kraftson –

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 6th day of August, 2007.

ATTEST:

Mike McGuire, City Administrator

Jonathan Nowaczek, Mayor

**CITY OF BAYPORT
CITY COUNCIL MEETING MINUTES
COUNCIL CHAMBERS
JULY 2, 2007
6:00 P.M.**

CALL TO ORDER

Pursuant to due call and notice, Mayor Nowaczek called the regular City Council meeting of July 2, 2007 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 Dan Johnson, Torry Kraftson, and Sharon Ridgway

Members Absent: Councilmember Carlson

Others Present: Administrator Mike McGuire, Interim Police Chief Laura Eastman, Engineer Barry Peterson, Assistant City Administrator Sara Taylor, and Attorney Nick Vivian

PROCLAMATIONS/COMMENDATIONS/PETITIONS

1. The recycling award for June went to Robert Mordick.
2. The Bayport Police Department will be hosting a National Night Out event at Lakeside Park on Tuesday, August 7, 2007, beginning at 6:00 p.m.

OPEN FORUM

1. Chris Nass, 4703 Stagecoach Trail, Stillwater, Minnesota, voiced concern regarding notification he received from the Middle St. Croix Watershed Management Organization (MSCWMO) stating he has 60 days to install a new culvert under his driveway, adjacent to the Inspiration development. He believes a down-stream engineering study is necessary to rectify the water runoff problems in the area. Administrator McGuire reviewed a recent meeting called by the MSCWMO, related to this issue.

CONSENT AGENDA

Mayor Nowaczek read items 1-8 on the consent agenda.

Councilmember Johnson introduced the following resolution and moved its adoption:

Resolution 07-16

**RESOLUTION, CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA, APPROVING
CONSENT AGENDA ITEMS 1-8 FROM THE JULY 2, 2007 CITY COUNCIL AGENDA**

1. June 4, 2007 City Council regular meeting minutes
2. June 18, 2007 City Council workshop meeting minutes
3. June payables and receipts
4. June building, plumbing and mechanical permits
5. Special event application for Stillwater Correctional Facility
6. Special event application for Andersen Corporation
7. PERA declaration for part-time police officer Zachary Lund (*Res. 07-17*)
8. Grant application submittal to Metropolitan Council comprehensive plan funding (*Res. 07-18*)

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

Jon Nowaczek – aye
Dan Johnson – aye

Torry Kraftson – aye
Sharon Ridgway – aye

PUBLIC HEARINGS – None

COUNCIL LIAISON REPORTS

Councilmember Ridgway reported the Cable Commission's June meeting was cancelled and staff is coordinating the date of the next meeting.

Councilmember Kraftson reported the Middle St. Croix Watershed Management Organization (MSCWMO) is working on drafting model ordinances for communities to adopt dealing with erosion/ stormwater control to help bring cities into compliance with MSCWMO regulations. He emphasized that current regulations require that any addition of impervious surface in the city, via a variance, grading or building permit, require some type of stormwater treatment, e.g., rain garden. Many communities have been unaware of this requirement, and the MSCWMO is making an effort to educate cities regarding this runoff standard. Staff was directed to look into how the regulation would impact the city.

Councilmember Johnson had no report on the Bayport Public Library Foundation Board; however, it was noted another strategic planning meeting is scheduled for July 9, 2007.

UNFINISHED BUSINESS – None

NEW BUSINESS

Appointment of a citizen representative for the Advisory Committee to the Middle St. Croix Watershed Management Organization (MSCWMO): Staff recommended that Joel Peterson, 432 4th Street North, be appointed as Bayport's citizen representative for the Advisory Committee to the MSCWMO. Mr. Peterson was thanked for his willingness to serve in this capacity.

It was moved by Councilmember Kraftson and seconded by Councilmember Ridgway to appoint Joel Peterson to serve as Bayport's citizen representative for the Advisory Committee to the Middle St. Croix Watershed Management Organization. Motion carried.

Consider awarding bid for Lakeside Park playground equipment: Administrator McGuire reviewed the bids received for the playground equipment and installation project at Lakeside Park. Flanagan Sales, Inc., representing Little Tikes play equipment, was the low bidder at \$58,963.00. A discrepancy with the bid from Minnesota/Wisconsin Playground was discussed. Architect Larry Wacker reviewed the equipment/materials that will be installed, noting the existing swing structure and spring animals will be retained. Unsafe equipment, as identified by the League of Minnesota Cities, will be removed as part of the project. A sample of the wood fiber surface material was provided. The wood fiber surface and safety surface will be installed by Bayport Public Works staff. Earth tone colors (green, tan, brown) were selected for the playground equipment, to blend with the surrounding area. A playground feature, in the shape of a boat, was discussed and deemed too expensive at this point. Encouraging creative play with simple equipment was discussed for future phases of park rehabilitation.

It was moved by Councilmember Kraftson and seconded by Councilmember Johnson to award the bid for the Lakeside Park Play Equipment and Installation project to Flanagan Sales, Inc., St. Paul, Minnesota, in the amount of \$58,963.00. Motion carried.

Review City Council workshop held June 18, 2007, discuss the hiring process for a police chief, appointing of full-time police chief, and appointing of full-time police officer: Administrator McGuire reviewed the City Council workshop discussion. The consensus was to look internally for a new police chief, and Administrator McGuire recommended appointing Interim Chief Eastman as Police Chief. A contract/letter of understanding would be brought back to the next meeting for approval. He further recommended that Dave Wynia be appointed to a full-time police officer position, with both appointments effective immediately. All full-time police officers were interviewed for their interest in seeking the chief position, and Interim Chief Eastman was the only officer interested in the position. Councilmembers voiced their support of Interim Chief Eastman to assume the duties of Police Chief.

It was moved by Councilmember Ridgway and seconded by Councilmember Kraftson to appoint Officer Dave Wynia as a permanent full-time police officer and Interim Police Chief Laura Eastman as Police Chief for the City of Bayport. Motion carried.

Consider authorization to complete a feasibility study for sidewalk improvements: Engineer Peters reviewed the request to complete a feasibility report for 2007 sidewalk improvements, in accordance with Minnesota Statutes 429. He recommended authorization of the feasibility report and that a public improvement hearing for the project be scheduled for the August 6, 2007 City Council meeting.

It was moved by Councilmember Johnson and seconded by Councilmember Ridgway to authorize the City Engineer to prepare a feasibility report for the 2007 sidewalk improvement project and set August 6, 2007 as the public improvement hearing date for the project. Motion carried.

Update on bathhouse improvements at Lakeside Park: Administrator McGuire reported that after the bid was awarded for the project, the DNR stated that the project must comply with the 50% improvement rule for structures in a floodplain. The cost of improvements to the structure beyond normal maintenance cannot exceed 50% of the market value, without having to bring the structure into compliance with current ordinances and regulations. An appraisal on the property was completed by R. W. Kirchner Appraisals, with an appraised value of \$292,000.00. Using the state building code square foot guidelines, it was determined that the improvements to the building would be \$120,000.00, which meets the DNR requirement. Administrator McGuire indicated the city enforces the 50% rule and written approval is not needed from the DNR to proceed. The project may not be completed by the September 1, 2007 deadline, due to the delay in resolving the DNR issue.

With favorable bids for the project, staff explored upgrades to the interior floor and wall finishes in the main seating area (approximately 800 square feet). Architect Mark Lenz reviewed colored concrete options, stating a green finish would cost \$4,084.59 and a red finish \$2,792.47. Upgrading the walls with a three coat stucco finish would cost \$7,687.73. Of the two upgrades, Mr. Lenz recommended the stucco finish for the walls as the most beneficial to the project, if cost was a consideration. Discussion followed on the color of the concrete floor, with red recommended as the most natural color long-term.

It was moved by Councilmember Johnson and seconded by Councilmember Ridgway to approve a change order for the bathhouse improvements in the main seating area to include a stucco finish for the interior walls and a colored concrete floor, with staff directed to determine to colors for the upgrades. Motion carried.

Architect Lenz reviewed the exterior finishes for the bathhouse, noting a color selection for the siding was needed. Discussion followed on having the building blend in with the natural surroundings. Councilmembers recommended Option A, beige/taupe, for the exterior siding.

COUNCIL ITEMS/ANNOUNCEMENTS - None

ADMINISTRATOR/STAFF ITEMS AND ANNOUNCEMENTS

1. Update on auditor RFP: Three audit firms will be interviewed by city staff on July 11th, with a recommendation expected for consideration at the August meeting.
2. Capital Improvement Plan (CIP)/budget workshop scheduled for Monday, July 16th at 4:00 p.m.: Administrator McGuire reminded Councilmembers of the workshop, indicating the budget materials would be in a relatively early stage.

ADJOURNMENT

It was moved by Councilmember Carlson and seconded by Councilmember Johnson to adjourn the meeting at 7:25 p.m. Motion carried.

**CITY OF BAYPORT
CITY COUNCIL WORKSHOP MINUTES
COUNCIL CHAMBERS
JULY 16, 2007
4:00 P.M.**

CALL TO ORDER

Pursuant to due call and notice, Mayor Nowaczek called the City Council workshop meeting of July 16, 2007 to order at 4:00 p.m.

ROLL CALL

Members Present: Mayor Jon Nowaczek, Councilmembers Connie Carlson, Dan Johnson (arrived at 4:15 p.m.), Torry Kraftson, and Sharon Ridgway

Members Absent: None

Others Present: Administrator Mike McGuire, Police Chief Laura Eastman, Library Board Member Mary Goulette, Public Works Supervisor Mel Horak, Library Director Kathy MacDonald, City Engineer Barry Peters, Finance Officer Gloria Sell, and Assistant Administrator Sara Taylor

Discuss 2008 proposed budget and 2008 to 2012 Capital Improvement Plan (CIP): Administrator McGuire noted the goal of the budget process was to minimize the levy increase while maintaining the current level of city services. He provided an overview of the proposed revenue and expenditure budgets, noting that an across-the-board 3.8% levy increase was proposed, but the increase should have a minimal impact on taxes. A brief overview of the CIP projects was given.

Library Director MacDonald reviewed the library's expenditure budget and stated the Library Board's Budget Committee had recommended a 20.5% increase from property tax revenue to meet the library's rising operational costs. The library foundation has started a fundraising campaign to offset an expected decrease in funding (\$45,000.00) from a major financial supporter. Administrator McGuire explained all departments have made cuts and the public may not support a 20% increase. Mayor Nowaczek noted the library has a unique circumstance in that it has historically benefited from the financial support of the Andersen Corporation; however, that support has changed in recent years and the library is working hard to meet its operating budget challenge. Director MacDonald stated that 50% of the library's operating budget must come from public funds to remain a public library, which allows the library to share in Washington County resources. She stated that the fund balance would be used for operating expenses if the 20.5% increase is not approved. The importance of educating the public on financial support of the library was discussed.

Administrator McGuire reviewed the proposed department revenue budgets in detail, noting a major decrease in the planning and zoning revenue due to a general slowdown in the construction industry, and subsequently, building permits. The projected fund balances as of the end of 2007 were reviewed, noting a police equipment fund and cemetery capital improvement fund are being established for 2008. An office automation fund is proposed, but not currently funded for 2008. Mayor Nowaczek inquired what the net change of all fund balances would be from 2007 to 2008. The burden of additional taxes and usage fees for Bayport residents was discussed. A capital improvement fund for city owned buildings was suggested. Use of the tax stabilization fund (\$1.3 million) was discussed, but is not proposed in 2008. Councilmember Johnson stated he is in favor of using tax stabilization funds for capital improvement projects. Administrator McGuire reported the city has \$500,000.00 from the sale

of the NSP substation years ago. The City Council at that time dedicated the interest earned on the money to help balance the yearly budget. Staff has been exploring options to better utilize the principal of the fund, possibly investing in additional park land or other real estate.

Mayor Nowaczek encouraged the councilmembers to consider options for library funding and use of tax stabilization fund monies for discussion at the budget presentation in September. He recommended that a workshop on the library be held this fall to help residents understand the financial challenges facing the public library. Director MacDonald stated it would be a good opportunity to educate the public on the activities supported by the operating budget versus those funded through the foundation board. Staff was directed to determine the timing for the workshop. Administrator McGuire stated that he would sit down with the Library Director to discuss their needs and to get the levy increase lower, possibly through a one-time supplement from the tax stabilization fund.

The CIP was reviewed in detail. Priorities for 2008 include beginning the improvements to Barker's Alps Park and resurfacing the tennis courts. The project plans for 2009-2012 were also reviewed and discussed. Building a new fire station is a major item in the plan, and the city continues to negotiate with the State of Minnesota to purchase land for the site at the end of 5th Avenue North. It was noted \$10,000.00 is budgeted in 2008 for a Highway 95 crossing feasibility study, and grant money may be available for the project.

The cost of maintaining the city's new infrastructure, i.e., air stripper and booster station, has not been determined and will be a factor in the city's operating budget going forward. In addition, the Public Works department may require additional technical staffing and/or contracting for services related to water services. Staff is considering a rate study for these services and would seek proposals for services.

Administrator McGuire noted a more detailed budget presentation would be made at the September City Council meeting. Councilmembers were encouraged to contact Administrator McGuire with further input on the matters discussed at the workshop.

ADJOURNMENT

The workshop concluded at 5:39 p.m.

CITY OF BAYPORT

REVENUE SUMMARY YTD THRU 07/31/07

FUND	FUND Descr	2007 Budget	2007 YTD Amt	2007 % of Budget
101	GENERAL	\$2,135,799.00	\$963,602.69	45.12%
102	STREET RECONSTRUCTION	\$0.00	\$12,045.24	0.00%
103	GO TIF BD FUND 1990 CAP PROJ	\$0.00	\$0.00	0.00%
105	GENERAL FIXED ASSETS	\$0.00	\$0.00	0.00%
106	TIF ECON DEV DIST 2	\$0.00	\$0.00	0.00%
107	TIF REDEVELOPMENT DISTRICT 2-1	\$0.00	\$15,552.10	0.00%
200	FIRE EQUIPMENT REPLACEMENT FUN	\$0.00	\$240,682.24	0.00%
201	D.A.R.E.	\$0.00	\$0.00	0.00%
202	DRUG FORFEITURE	\$0.00	\$0.00	0.00%
203	PUBLIC WORKS EQUIPMENT REPL	\$0.00	\$0.00	0.00%
204	RECREATION CAP EQUIP & MAINT	\$0.00	\$3,416.63	0.00%
205	TAX STABILIZATION FUND	\$0.00	\$0.00	0.00%
206	WATER/SEWER IMPROVEMENT FUND	\$0.00	\$326,723.99	0.00%
207	PARK IMPROVEMENT FUND	\$0.00	\$10,000.00	0.00%
208	PRISON SEWER PROJECT	\$0.00	\$0.00	0.00%
209	DEVELOPER REIMBURSED PROJECTS	\$0.00	\$31,320.00	0.00%
211	LIBRARY	\$285,574.00	\$67,143.81	23.51%
303	GO TIF BOND 1990 DEBT SERVICE	\$0.00	\$44,723.66	0.00%
307	DEBT SERVICE GO BONDS \$710,000	\$0.00	\$0.00	0.00%
601	WATER	\$299,600.00	\$202,487.33	67.59%
602	SEWER	\$561,117.00	\$301,858.85	53.80%
800	INVESTMENTS-POOLED	\$0.00	\$196,941.34	0.00%
803	P & Z ESCROWS	\$0.00	\$6,800.00	0.00%
851	NON EXP TRUST	\$0.00	\$0.00	0.00%
		\$3,282,090.00	\$2,423,297.88	73.83%

7/12 = 58.4%

CITY OF BAYPORT

07/31/07 4:07 PM

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MONTHLY RECEIPTS

Period Name: JULY

FUND	Tran Date	Amount	Refer Comments	Account Descr
FUND 101 GENERAL				
101	7/6/2007	\$380,676.69	14157 Washington County - 1st half levy	R 101-00000-31000 GENERAL
101	7/24/2007	\$219,863.00	14188 LGA and PERA Aid	R 101-00000-33401 LOCAL G
101	7/24/2007	\$1,330.00	14188 LGA and PERA Aid	R 101-00000-33402 PERA RA
101	7/19/2007	\$50.00	14180 Sp Event App - Bethlem Lutheran	R 101-00000-34105 USER FE
101	7/30/2007	\$1.00	14199 Copies - PD	R 101-00000-34105 USER FE
101	7/30/2007	\$0.50	14201 Copies - PD	R 101-00000-34105 USER FE
101	7/6/2007	\$1,258.88	14157 Washington County - 1st half levy	R 101-00000-36101 SPECIAL
101	7/6/2007	\$26.29	14157 Washington County - 1st half levy	R 101-00000-36103 SPEC AS
101	7/6/2007	\$2.50	14153 BP 2007-45 - Peterson	G 101-20104 STATE SURCHA
101	7/6/2007	\$1.00	14154 Mechanical permits (2) - Automatic Garage	G 101-20104 STATE SURCHA
101	7/6/2007	\$14.75	14158 BP - Penman Construction	G 101-20104 STATE SURCHA
101	7/10/2007	\$15.80	14161 BP for 2 decks	G 101-20104 STATE SURCHA
101	7/10/2007	\$10.79	14162 MN Acoustics - Panels for Prison	G 101-20104 STATE SURCHA
101	7/13/2007	\$39.50	14167 BP 2007 44 & 47 + Lic Fee	G 101-20104 STATE SURCHA
101	7/13/2007	\$60.17	14167 BP 2007 44 & 47 + Lic Fee	G 101-20104 STATE SURCHA
101	7/13/2007	\$0.25	14168 BP - Mancino	G 101-20104 STATE SURCHA
101	7/19/2007	\$16.25	14176 Sprinkler Permit - Warden's House	G 101-20104 STATE SURCHA
101	7/19/2007	\$0.50	14177 Plumbing permit - City Bath House	G 101-20104 STATE SURCHA
101	7/19/2007	\$6.50	14178 Park shelter reservation - Luebker	G 101-20104 STATE SURCHA
101	7/24/2007	\$2.00	14184 BP Kristine Jelberg	G 101-20104 STATE SURCHA
101	7/24/2007	\$0.50	14193 Mech Permit - Apollo	G 101-20104 STATE SURCHA
101	7/30/2007	\$2.09	14196 Replace 4 windows - Renewal by Andersen	G 101-20104 STATE SURCHA
101	7/6/2007	\$0.00	14147 Park Shelter - Cross Winds Church	G 101-20603 SALES TAX PAY
101	7/6/2007	\$6.50	14155 Tax on park shelter reservation	G 101-20603 SALES TAX PAY
101	7/30/2007	\$6.50	14202 Park Reservation - M Strachota	G 101-20603 SALES TAX PAY
101	7/13/2007	\$33.25	14169 COBRA - McGuire	G 101-27107 DELTA DENTAL
101	7/13/2007	\$33.15	14170 COBRA - Hartung	G 101-27107 DELTA DENTAL
101	7/10/2007	\$443.08	14163 COBRA - Ridgway	G 101-27109 MEDICA
101	7/13/2007	\$443.08	14169 COBRA - McGuire	G 101-27109 MEDICA
101	7/13/2007	\$443.08	14170 COBRA - Hartung	G 101-27109 MEDICA
101	7/13/2007	\$14.50	14169 COBRA - McGuire	G 101-27118 LINCOLN LIFE
101	7/6/2007	\$60.00	14159 Bike Rack Donation - see Petty Cash	R 101-41240-36230 DONATIO
101	7/6/2007	\$500.00	14148 Recycling Donation for Scholarship	R 101-41240-36233 GRANTS
101	7/6/2007	\$30.00	14149 Contractor License - MN Acoustics	R 101-41910-32100 BUSINES
101	7/13/2007	\$50.00	14167 BP 2007 44 & 47 + Lic Fee	R 101-41910-32100 BUSINES
101	7/6/2007	\$118.00	14153 BP 2007-45 - Peterson	R 101-41910-32210 BUILDING
101	7/6/2007	\$466.75	14158 BP - Penman Construction	R 101-41910-32210 BUILDING
101	7/10/2007	\$364.32	14161 BP for 2 decks	R 101-41910-32210 BUILDING
101	7/10/2007	\$560.50	14161 BP for 2 decks	R 101-41910-32210 BUILDING
101	7/10/2007	\$368.75	14162 MN Acoustics - Panels for Prison	R 101-41910-32210 BUILDING
101	7/13/2007	\$584.51	14167 BP 2007 44 & 47 + Lic Fee	R 101-41910-32210 BUILDING
101	7/13/2007	\$899.25	14167 BP 2007 44 & 47 + Lic Fee	R 101-41910-32210 BUILDING
101	7/13/2007	\$1,182.75	14167 BP 2007 44 & 47 + Lic Fee	R 101-41910-32210 BUILDING
101	7/13/2007	\$768.79	14167 BP 2007 44 & 47 + Lic Fee	R 101-41910-32210 BUILDING
101	7/13/2007	\$25.00	14168 BP - Mancino	R 101-41910-32210 BUILDING
101	7/24/2007	\$103.25	14184 BP Kristine Jelberg	R 101-41910-32210 BUILDING
101	7/30/2007	\$118.00	14196 Replace 4 windows - Renewal by Andersen	R 101-41910-32210 BUILDING
101	7/19/2007	\$250.00	14174 Excavation Permit - Xcel Energy	R 101-41910-32214 EXCAVAT
101	7/19/2007	\$499.00	14176 Sprinkler Permit - Warden's House	R 101-41910-32220 PLUMBIN
101	7/19/2007	\$234.04	14177 Plumbing permit - City Bath House	R 101-41910-32220 PLUMBIN
101	7/6/2007	\$150.00	14154 Mechanical permits (2) - Automatic Garage	R 101-41910-32230 MECHANI
101	7/24/2007	\$75.00	14193 Mech Permit - Apollo	R 101-41910-32230 MECHANI
101	7/24/2007	\$500.00	14183 Andersen Escrow	R 101-41910-34100 P & Z PE
101	7/24/2007	\$3,224.21	14192 City of Lakeland - Bldg Insp Fees	R 101-41910-34103 LAKELAN
101	7/13/2007	\$11.52	14171 Metrocall - Refund Service Fee	E 101-42100-321 COMMUNIC
101	7/6/2007	\$20.00	14151 Pet License & Boat Parking	R 101-42100-32240 ANIMAL F
101	7/30/2007	\$10.00	14197 Pet license - McCann	R 101-42100-32240 ANIMAL F
101	7/24/2007	\$2,201.23	14189 June 2007 Court Fines	R 101-42100-35101 COURT FI
101	7/24/2007	\$540.00	14187 Underage Drinking Compliance	R 101-42100-36233 GRANTS
101	7/30/2007	\$31,384.75	14206 Oak Park Heights - fire contract	R 101-42200-34202 FIRE CON

CITY OF BAYPORT

MONTHLY RECEIPTS

Period Name: JULY

FUND	Tran Date	Amount	Refer Comments	Account Descr
101	7/6/2007	\$10.00	14121 Boat trailer parking - Burket	R 101-43200-34780 PARK FE
101	7/6/2007	\$10.00	14146 Boat trailer parking - Goldsmith	R 101-43200-34780 PARK FE
101	7/6/2007	\$100.00	14147 Park Shelter - Cross Winds Church	R 101-43200-34780 PARK FE
101	7/6/2007	\$10.00	14150 Boat Trailer Parking - Krongard	R 101-43200-34780 PARK FE
101	7/6/2007	\$10.00	14151 Pet License & Boat Parking	R 101-43200-34780 PARK FE
101	7/6/2007	\$10.00	14152 Boat Trailer Parking - Scheel	R 101-43200-34780 PARK FE
101	7/6/2007	\$380.00	14156 Fee box - boat trailer parking	R 101-43200-34780 PARK FE
101	7/10/2007	\$20.00	14164 Fee box - boat trailer parking	R 101-43200-34780 PARK FE
101	7/19/2007	\$100.00	14178 Park shelter reservation - Luebker	R 101-43200-34780 PARK FE
101	7/24/2007	\$260.00	14190 Boat Trailer Parking	R 101-43200-34780 PARK FE
101	7/30/2007	\$10.00	14200 Boat trailer parking - Fons	R 101-43200-34780 PARK FE
101	7/30/2007	\$100.00	14202 Park Reservation - M Strachota	R 101-43200-34780 PARK FE
101	7/30/2007	\$10.00	14207 Boat trailer permit - Mancine	R 101-43200-34780 PARK FE
101	7/19/2007	\$200.00	14175 Cremains burial - Radke	R 101-43300-34940 CEMETE
101	7/19/2007	\$200.00	14179 Cremains burial - Mattson	R 101-43300-34940 CEMETE
101	7/30/2007	\$75.00	14198 Cemetery - mark headstone	R 101-43300-34940 CEMETE
FUND 101 GENERA		\$651,606.72		
FUND 102 STREET RECONSTRUCTION				
102	7/6/2007	\$5,189.25	14157 Washington County - 1st half levy	R 102-00000-36101 SPECIAL
102	7/6/2007	\$0.22	14157 Washington County - 1st half levy	R 102-00000-36103 SPEC AS
FUND 102 STREET		\$5,189.47		
FUND 103 G O TIF BD FUND 1990 CAP PROJ				
103	7/6/2007	\$15,552.10	14157 Washington County - 1st half levy	R 103-00000-31000 GENERAL
FUND 103 G O TIF		\$15,552.10		
FUND 204 RECREATION CAP EQUIP & MAINT				
204	7/19/2007	\$386.82	14181 Gambling Tax - American Legion	R 204-00000-32204 GAMBLIN
FUND 204 RECREA		\$386.82		
FUND 206 WATER/SEWER IMPROVEMENT FUND				
206	7/10/2007	\$1,064.21	14165 W/S 2007070600	G 206-12103 A/R GEN BILLIN
206	7/10/2007	\$947.51	14166 W/S 2007070900	G 206-12103 A/R GEN BILLIN
206	7/13/2007	\$3,636.47	14172 W/S 2007070901	G 206-12103 A/R GEN BILLIN
206	7/24/2007	\$43.31	14182 W/S 2007072401	G 206-12103 A/R GEN BILLIN
206	7/24/2007	\$1,883.10	14194 W/S 2007071600	G 206-12103 A/R GEN BILLIN
206	7/24/2007	\$1,515.66	14195 W/S 2007072000	G 206-12103 A/R GEN BILLIN
206	7/30/2007	\$8,015.24	14205 W/S 2007072700	G 206-12103 A/R GEN BILLIN
206	7/30/2007	\$163.49	14208 W/S Batch 2007073000	G 206-12103 A/R GEN BILLIN
FUND 206 WATER/		\$17,268.99		
FUND 208 PRISON SEWER PROJECT				
208	7/24/2007	\$3,147.58	14185 Prison Sewer PS-6 and PS-7	R 208-44100-36246 REFUND-
FUND 208 PRISON		\$3,147.58		
FUND 211 LIBRARY				
211	7/6/2007	\$63,312.82	14157 Washington County - 1st half levy	R 211-45500-31000 GENERAL
211	7/30/2007	\$82.30	14204 Library Revenue - July	R 211-45500-34760 LIBRARY
211	7/30/2007	\$395.00	14204 Library Revenue - July	R 211-45500-36220 RENTAL I
211	7/30/2007	\$30.00	14204 Library Revenue - July	R 211-45500-36230 DONATIO
FUND 211 LIBRARY		\$63,820.12		
FUND 303 GO TIF BOND 1990 DEBT SERVICE				
303	7/6/2007	\$44,154.92	14157 Washington County - 1st half levy	R 303-00000-31000 GENERAL
FUND 303 GO TIF B		\$44,154.92		

CITY OF BAYPORT
MONTHLY RECEIPTS

Period Name: JULY

FUND	Tran Date	Amount	Refer Comments	Account Descr
FUND 601 WATER				
601	7/10/2007	\$5,291.15	14165 W/S 2007070600	G 601-14601 WATER BILLING
601	7/10/2007	\$4,668.64	14166 W/S 2007070900	G 601-14601 WATER BILLING
601	7/13/2007	\$17,407.76	14172 W/S 2007070901	G 601-14601 WATER BILLING
601	7/24/2007	\$217.49	14182 W/S 2007072401	G 601-14601 WATER BILLING
601	7/24/2007	\$10,802.59	14194 W/S 2007071600	G 601-14601 WATER BILLING
601	7/24/2007	\$8,403.12	14195 W/S 2007072000	G 601-14601 WATER BILLING
601	7/30/2007	\$1,196.49	14205 W/S 2007072700	G 601-14601 WATER BILLING
601	7/30/2007	\$944.87	14208 W/S Batch 2007073000	G 601-14601 WATER BILLING
601	7/6/2007	\$366.42	14157 Washington County - 1st half levy	G 601-14604 CERTIFIED BILL
601	7/10/2007	\$0.81	14165 W/S 2007070600	G 601-14605 SALES TAX REC
601	7/10/2007	\$17.89	14166 W/S 2007070900	G 601-14605 SALES TAX REC
601	7/13/2007	\$778.74	14172 W/S 2007070901	G 601-14605 SALES TAX REC
601	7/24/2007	\$27.80	14194 W/S 2007071600	G 601-14605 SALES TAX REC
601	7/24/2007	\$96.64	14195 W/S 2007072000	G 601-14605 SALES TAX REC
601	7/30/2007	\$7.00	14205 W/S 2007072700	G 601-14605 SALES TAX REC
601	7/30/2007	\$1.47	14203 Metrocall	E 601-46120-321 COMMUNIC
601	7/13/2007	\$201.84	14173 COB023 - Bayport Marina	R 601-46120-34602 WATER M
601	7/10/2007	\$11.72	14166 W/S 2007070900	R 601-46120-37110 WATER R
601	7/13/2007	\$89.86	14172 W/S 2007070901	R 601-46120-37110 WATER R
601	7/24/2007	\$56.80	14194 W/S 2007071600	R 601-46120-37110 WATER R
601	7/24/2007	\$51.06	14195 W/S 2007072000	R 601-46120-37110 WATER R
FUND 601 WATER		\$50,640.16		
FUND 602 SEWER				
602	7/10/2007	\$3,754.14	14165 W/S 2007070600	G 602-14602 SEWER BILLIN
602	7/10/2007	\$3,390.93	14166 W/S 2007070900	G 602-14602 SEWER BILLIN
602	7/13/2007	\$13,317.41	14172 W/S 2007070901	G 602-14602 SEWER BILLIN
602	7/24/2007	\$176.56	14182 W/S 2007072401	G 602-14602 SEWER BILLIN
602	7/24/2007	\$15,132.33	14186 W/S 2007072400	G 602-14602 SEWER BILLIN
602	7/24/2007	\$8,142.01	14194 W/S 2007071600	G 602-14602 SEWER BILLIN
602	7/24/2007	\$4,878.07	14195 W/S 2007072000	G 602-14602 SEWER BILLIN
602	7/30/2007	\$65,643.70	14205 W/S 2007072700	G 602-14602 SEWER BILLIN
602	7/30/2007	\$481.30	14208 W/S Batch 2007073000	G 602-14602 SEWER BILLIN
602	7/6/2007	\$366.41	14157 Washington County - 1st half levy	G 602-14604 CERTIFIED BILL
FUND 602 SEWER		\$115,282.86		
FUND 800 INVESTMENTS-POOLED				
800	7/24/2007	\$45.00	14191 Peninsula Bank - Wire Xfer Fees	E 800-00000-880 FEES
FUND 800 INVESTM		\$45.00		
FUND 803 P & Z ESCROWS				
803	7/24/2007	\$1,000.00	14183 Andersen Escrow	R 803-80001-34100 P & Z PE
FUND 803 P & Z ES		\$1,000.00		
		\$968,094.74		

CITY OF BAYPORT

EXPENSE SUMMARY YTD THRU 07/31/07

DEPT	DEPT Descr	2007 Budget	2007 YTD Amt	Balance	2007 % of Budget Remain
FUND 101 GENERAL					
00000	GENERAL GOVERNMENT	\$0.00	\$0.00	\$0.00	0.00%
41100	ELECTIONS	\$3,950.00	\$295.00	\$3,655.00	92.53%
41200	MAYOR & COUNCIL	\$140,584.70	\$87,225.48	\$53,359.22	37.96%
41240	RECYCLING	\$12,259.00	\$3,943.94	\$8,315.06	67.83%
41400	ADMINISTRATION	\$133,519.00	\$75,477.47	\$58,041.53	43.47%
41903	DEBT SERVICE	\$0.00	\$0.00	\$0.00	0.00%
41910	PLANNING & ZONING	\$188,965.80	\$109,093.20	\$79,872.60	42.27%
41940	MUNICIPAL BUILDINGS	\$36,379.00	\$27,191.90	\$9,187.10	25.25%
42100	POLICE	\$629,608.20	\$365,808.96	\$263,799.24	41.90%
42200	FIRE PROTECTION	\$375,742.76	\$131,945.91	\$243,796.85	64.88%
43100	STREET MAINT	\$304,157.00	\$132,510.23	\$171,646.77	56.43%
43160	STREET LIGHTING	\$0.00	\$15,593.71	-\$15,593.71	0.00%
43200	PARKS	\$76,265.18	\$55,082.52	\$21,182.66	27.78%
43300	CEMETERY	\$6,400.00	\$1,964.93	\$4,435.07	69.30%
44100	PROJECT	\$150,000.00	\$0.00	\$150,000.00	100.00%
44200	TRANSFER OUT-DEBT SERVIC	\$49,380.00	\$0.00	\$49,380.00	100.00%
FUND 101 GENERAL		\$2,107,210.64	\$1,006,133.25	\$1,101,077.39	52.25%
FUND 208 PRISON SEWER PROJECT					
44100	PROJECT	\$0.00	\$787.71	-\$787.71	0.00%
FUND 208 PRISON SEWER PROJECT		\$0.00	\$787.71	-\$787.71	0.00%
FUND 209 DEVELOPER REIMBURSED PROJECTS					
41911	BAYTOWN DEVELOPMENTS	\$0.00	\$119.64	-\$119.64	0.00%
41912	INSPIRATION	\$0.00	\$4,985.47	-\$4,985.47	0.00%
41913	EMERALD FALLS	\$0.00	\$0.00	\$0.00	0.00%
FUND 209 DEVELOPER REIMBURSED PR		\$0.00	\$5,105.11	-\$5,105.11	0.00%
FUND 211 LIBRARY					
45500	LIBRARY	\$284,574.00	\$173,688.91	\$110,885.09	38.97%
FUND 211 LIBRARY		\$284,574.00	\$173,688.91	\$110,885.09	38.97%
FUND 601 WATER					
44100	PROJECT	\$0.00	\$0.00	\$0.00	0.00%
46110	WATER-PUMPHOUSE	\$37,000.00	\$31,595.73	\$5,404.27	14.61%
46120	WATER	\$212,224.00	\$130,726.63	\$81,497.37	38.40%
FUND 601 WATER		\$249,224.00	\$162,322.36	\$86,901.64	34.87%
FUND 602 SEWER					
44100	PROJECT	\$0.00	\$0.00	\$0.00	0.00%
46200	SEWER - OPERATING	\$320,673.00	\$112,246.41	\$208,426.59	65.00%
46990	SEWER - NON-OPERATING	\$290,000.00	\$168,136.99	\$121,863.01	42.02%
FUND 602 SEWER		\$610,673.00	\$280,383.40	\$330,289.60	54.09%
FUND 800 INVESTMENTS-POOLED					
00000	GENERAL GOVERNMENT	\$0.00	\$249.15	-\$249.15	0.00%
FUND 800 INVESTMENTS-POOLED		\$0.00	\$249.15	-\$249.15	0.00%
FUND 803 P & Z ESCROWS					
41910	PLANNING & ZONING	\$0.00	\$0.00	\$0.00	0.00%
80001	ANDERSEN ESCROW	\$0.00	\$28.63	-\$28.63	0.00%
80002	CPDC SENIOR COOP	\$0.00	\$0.00	\$0.00	0.00%
80003	BAYTOWN ANNEXATION	\$0.00	\$9,443.72	-\$9,443.72	0.00%
80004	CROIXDALE	\$0.00	\$0.00	\$0.00	0.00%
80005	HARRIS CO - MCF	\$0.00	\$0.00	\$0.00	0.00%
80006	OSTERTAG VARIANCE	\$0.00	\$0.00	\$0.00	0.00%
80007	JEFF NELSON ESCROW	\$0.00	\$0.00	\$0.00	0.00%

5/12 = 41.7%

CITY OF BAYPORT

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EXPENSE SUMMARY YTD THRU 07/31/07

DEPT	DEPT Descr	2007 Budget	2007 YTD Amt	Balance	2007 % of Budget Remain
80008	CHARLES LUTZ STREET VACA	\$0.00	\$1,071.92	-\$1,071.92	0.00%
80009	DON THRON VARIANCE	\$0.00	\$0.00	\$0.00	0.00%
80010	JERRY PETERSON ESCROW	\$0.00	\$117.10	-\$117.10	0.00%
FUND 803 P & Z ESCROWS		\$0.00	\$10,661.37	-\$10,661.37	0.00%
		\$3,251,681.64	\$1,639,331.26	\$1,612,350.38	49.59%

CITY OF BAYPORT

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MONTHLY EXPENSES

Period Name: JULY

FUND Search Name	Tran Date	Act Amount Typ	DEPT	OBJ Comments	OBJ Descr
FUND 101 GENERAL					
DEPT 41200 MAYOR & COUNCIL					
101	7/5/2007	\$1,175.00 E	41200	101 Labor Distribution	WAGES AND SAL
101	7/5/2007	\$11.25 E	41200	121 Labor Distribution	P E R A
101	7/5/2007	\$72.85 E	41200	122 Labor Distribution	CONT TO RET., S
101	7/5/2007	\$17.03 E	41200	170 Labor Distribution	MEDICARE
101 WASHINGTON COUNTY	7/5/2007	\$10,991.00 E	41200	304 Acct 20491 2007 Assessment Fee	PROF SER-ASSE
DEPT 41200 MAYOR & COUNCIL		\$12,267.13			
DEPT 41240 RECYCLING					
101 MANAGEMENT SERVICES	7/26/2007	\$178.19 E	41240	302 Period Ending 07-21-07	CONTRACT SERV
101 MANAGEMENT SERVICES	7/12/2007	\$126.54 E	41240	302 Period Ending 07/07/07	CONTRACT SERV
DEPT 41240 RECYCLING		\$304.73			
DEPT 41400 ADMINISTRATION					
101	7/12/2007	\$2,130.17 E	41400	101 Labor Distribution	WAGES AND SAL
101	7/26/2007	\$2,130.17 E	41400	101 Labor Distribution	WAGES AND SAL
101	7/26/2007	\$133.14 E	41400	121 Labor Distribution	P E R A
101	7/12/2007	\$133.14 E	41400	121 Labor Distribution	P E R A
101	7/26/2007	\$131.22 E	41400	122 Labor Distribution	CONT TO RET., S
101	7/12/2007	\$131.22 E	41400	122 Labor Distribution	CONT TO RET., S
101 BEST ADMINISTRATION	7/24/2007	\$33.00 E	41400	131 July 07 Deposits	CONT TO EMPLO
101	7/12/2007	\$749.23 E	41400	131 Labor Distribution	CONT TO EMPLO
101	7/12/2007	\$30.69 E	41400	170 Labor Distribution	MEDICARE
101	7/26/2007	\$30.69 E	41400	170 Labor Distribution	MEDICARE
101 MANAGEMENT SERVICES	7/26/2007	\$1,663.07 E	41400	302 Period Ending 07-21-07	CONTRACT SERV
101 MANAGEMENT SERVICES	7/12/2007	\$1,181.02 E	41400	302 Period Ending 07/07/07	CONTRACT SERV
101 PETTY CASH	7/13/2007	\$33.80 E	41400	400 Replenish Pett Cash	USE OF PERSON
101 TAYLOR, SARA	7/13/2007	\$160.49 E	41400	400 Reimburse Mileage Expense	USE OF PERSON
101 SELL, GLORIA	7/5/2007	\$90.21 E	41400	400 Remiburse Travel Expense	USE OF PERSON
101 TAYLOR, SARA	7/26/2007	\$184.33 E	41400	400 Reimburse mileage expense	USE OF PERSON
DEPT 41400 ADMINISTRATION		\$8,945.59			
DEPT 41910 PLANNING & ZONING					
101	7/12/2007	\$3,908.75 E	41910	101 Labor Distribution	WAGES AND SAL
101	7/26/2007	\$3,908.75 E	41910	101 Labor Distribution	WAGES AND SAL
101	7/12/2007	\$244.30 E	41910	121 Labor Distribution	P E R A
101	7/26/2007	\$244.30 E	41910	121 Labor Distribution	P E R A
101	7/12/2007	\$241.89 E	41910	122 Labor Distribution	CONT TO RET., S
101	7/26/2007	\$241.89 E	41910	122 Labor Distribution	CONT TO RET., S
101	7/12/2007	\$1,369.61 E	41910	131 Labor Distribution	CONT TO EMPLO
101	7/26/2007	\$56.57 E	41910	170 Labor Distribution	MEDICARE
101	7/12/2007	\$56.57 E	41910	170 Labor Distribution	MEDICARE
101 HOLIDAY FLEET	7/13/2007	\$134.11 E	41910	212 Acct 000-108-553	MOTOR FUELS &
101 MANAGEMENT SERVICES	7/26/2007	\$1,484.88 E	41910	302 Period Ending 07-21-07	CONTRACT SERV
101 MANAGEMENT SERVICES	7/12/2007	\$1,054.48 E	41910	302 Period Ending 07/07/07	CONTRACT SERV
101 APMP	7/20/2007	\$15.00 E	41910	402 Annual Conference Registration -	CONFERENCES &
DEPT 41910 PLANNING & ZONING		\$12,961.10			
DEPT 41940 MUNICIPAL BUILDINGS					
101 PETTY CASH	7/13/2007	\$53.80 E	41940	220 Replenish Pett Cash	OPERATING SUP
101 KIMBERLY A REIL	7/9/2007	\$400.00 E	41940	302 06/20/07 - 07/11/07 Cleaning Serv	CONTRACT SERV
101 XCEL	7/5/2007	\$484.89 E	41940	380 Acct No 41-4460739-0	ELECTRIC SERVI
101 XCEL	7/5/2007	\$438.05 E	41940	380 Acct No 51-4460740-3	ELECTRIC SERVI
101 XCEL	7/5/2007	\$68.82 E	41940	381 Acct No 51-4460740-3	FUEL FOR HEAT
101 XCEL	7/5/2007	\$23.76 E	41940	381 Acct No 41-4460739-0	FUEL FOR HEAT
DEPT 41940 MUNICIPAL BUILDINGS		\$1,469.32			
DEPT 42100 POLICE					

CITY OF BAYPORT

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MONTHLY EXPENSES

Period Name: JULY

FUND Search Name	Tran Date	Amount	Act Typ	DEPT	OBJ Comments	OBJ Descr
101	7/12/2007	\$2,562.64	E	42100	050 Labor Distribution	SEASONAL/PART
101	7/26/2007	\$2,133.44	E	42100	050 Labor Distribution	SEASONAL/PART
101	7/26/2007	\$10,490.86	E	42100	101 Labor Distribution	WAGES AND SAL
101	7/12/2007	\$10,498.84	E	42100	101 Labor Distribution	WAGES AND SAL
101	7/26/2007	\$1,539.02	E	42100	102 Labor Distribution	OVERTIME
101	7/12/2007	\$1,600.52	E	42100	102 Labor Distribution	OVERTIME
101	7/26/2007	\$1,595.58	E	42100	121 Labor Distribution	P E R A
101	7/12/2007	\$1,661.10	E	42100	121 Labor Distribution	P E R A
101	7/26/2007	\$37.23	E	42100	122 Labor Distribution	CONT TO RET., S
101	7/12/2007	\$33.42	E	42100	122 Labor Distribution	CONT TO RET., S
101	7/12/2007	\$3,719.54	E	42100	131 Labor Distribution	CONT TO EMPLO
101	7/26/2007	\$171.37	E	42100	170 Labor Distribution	MEDICARE
101	7/12/2007	\$180.42	E	42100	170 Labor Distribution	MEDICARE
101 U S BANK VISA	7/5/2007	\$8.50	E	42100	201 VISA 4798 1754 4300 2124	OFFICE SUPPLIE
101 HOLIDAY FLEET	7/13/2007	\$1,977.46	E	42100	212 Acct 000-108-553	MOTOR FUELS &
101 HOLIDAY FLEET	7/13/2007	-\$115.35	E	42100	212 Acct 000-108-553	MOTOR FUELS &
101 EASTMAN, LAURA	7/20/2007	\$16.93	E	42100	220 Reimburse expenses	OPERATING SUP
101 U S BANK VISA	7/5/2007	\$135.94	E	42100	220 VISA 4798 1754 4300 2124	OPERATING SUP
101 PETTY CASH	7/13/2007	\$17.50	E	42100	322 Replenish Pett Cash	POSTAGE
101 EASTMAN, LAURA	7/9/2007	\$508.29	E	42100	403 Reimburse Expenses	POLICE TRAININ
101 MOORE FUN, INC	7/6/2007	\$200.00	E	42100	444 25% deposit on invoice 1774	COMMUNITY PRO
101 CLUB JUST JUMP	7/13/2007	\$800.00	E	42100	444 Climbing Wall - Nat'l Nite Out	COMMUNITY PRO
101 U S BANK VISA	7/5/2007	\$392.34	E	42100	444 VISA 4798 1754 4300 2124	COMMUNITY PRO
DEPT 42100 POLICE		\$40,165.59				
DEPT 42200 FIRE PROTECTION						
101	7/9/2007	\$1,660.00	E	42200	101 Labor Distribution	WAGES AND SAL
101	7/12/2007	-\$11.16	E	42200	101 Labor Distribution	WAGES AND SAL
101 EISINGER, ALLEN	7/12/2007	\$11.16	E	42200	101 Refund FICA deducted	WAGES AND SAL
101	7/5/2007	\$733.33	E	42200	101 Labor Distribution	WAGES AND SAL
101	7/9/2007	\$18,486.00	E	42200	105 Labor Distribution	FIRE RUNS,DRILL
101	7/12/2007	-\$70.43	E	42200	105 Labor Distribution	FIRE RUNS,DRILL
101 EISINGER, ALLEN	7/12/2007	\$70.43	E	42200	105 Refund FICA deducted	FIRE RUNS,DRILL
101	7/5/2007	\$29.97	E	42200	122 Labor Distribution	CONT TO RET., S
101	7/9/2007	\$1,065.35	E	42200	122 Labor Distribution	CONT TO RET., S
101	7/12/2007	-\$81.59	E	42200	122 Labor Distribution	CONT TO RET., S
101	7/5/2007	\$7.01	E	42200	170 Labor Distribution	MEDICARE
101	7/9/2007	\$285.09	E	42200	170 Labor Distribution	MEDICARE
101 U S BANK VISA	7/5/2007	\$74.69	E	42200	202 VISA 4798 1754 4300 2041	UNIFORMS - MISC
101 HOLIDAY FLEET	7/13/2007	\$4.88	E	42200	212 Acct 000-108-553	MOTOR FUELS &
101 HOLIDAY FLEET	7/13/2007	-\$38.39	E	42200	212 Acct 000-108-553	MOTOR FUELS &
101 HOLIDAY FLEET	7/13/2007	\$536.82	E	42200	212 Acct 000-108-553	MOTOR FUELS &
101 U S BANK VISA	7/5/2007	\$10.59	E	42200	220 VISA 4798 1754 4300 2041	OPERATING SUP
101 U S BANK VISA	7/5/2007	\$7.96	E	42200	306 VISA 4798 1754 4300 2041	PROF SER-OTHE
101 U S BANK VISA	7/5/2007	\$21.29	E	42200	412 VISA 4798 1754 4300 2041	REP & MAINT VE
DEPT 42200 FIRE PROTECTION		\$22,803.00				
DEPT 43100 STREET MAINT						
101	7/26/2007	\$924.00	E	43100	050 Labor Distribution	SEASONAL/PART
101	7/12/2007	\$690.00	E	43100	050 Labor Distribution	SEASONAL/PART
101	7/26/2007	\$1,603.20	E	43100	101 Labor Distribution	WAGES AND SAL
101	7/12/2007	\$1,603.20	E	43100	101 Labor Distribution	WAGES AND SAL
101	7/26/2007	\$100.21	E	43100	121 Labor Distribution	P E R A
101	7/12/2007	\$100.21	E	43100	121 Labor Distribution	P E R A
101	7/12/2007	\$142.18	E	43100	122 Labor Distribution	CONT TO RET., S
101	7/26/2007	\$156.69	E	43100	122 Labor Distribution	CONT TO RET., S
101	7/12/2007	\$531.77	E	43100	131 Labor Distribution	CONT TO EMPLO
101	7/26/2007	\$36.65	E	43100	170 Labor Distribution	MEDICARE
101	7/12/2007	\$33.26	E	43100	170 Labor Distribution	MEDICARE
101 HOLIDAY FLEET	7/13/2007	\$508.03	E	43100	212 Acct 000-108-553	MOTOR FUELS &

CITY OF BAYPORT

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MONTHLY EXPENSES

Period Name: JULY

FUND Search Name	Tran Date	Act Amount	Typ	DEPT	OBJ Comments	OBJ Descr
101 RUFFRIDGE JOHNSON	7/5/2007	-\$5,905.00	E	43100	240 Void Check #27991	SMALL TOOLS-E
101 RUFFRIDGE JOHNSON	7/5/2007	\$59.05	E	43100	240 Parts	SMALL TOOLS-E
DEPT 43100 STREET MAINT		\$583.45				
DEPT 43160 STREET LIGHTING						
101 XCEL	7/5/2007	\$1,978.27	E	43160	380 Acct No 51-4460740-3	ELECTRIC SERVI
DEPT 43160 STREET LIGHTING		\$1,978.27				
DEPT 43200 PARKS						
101	7/26/2007	\$1,786.00	E	43200	050 Labor Distribution	SEASONAL/PART
101	7/12/2007	\$1,708.25	E	43200	050 Labor Distribution	SEASONAL/PART
101	7/26/2007	\$900.00	E	43200	101 Labor Distribution	WAGES AND SAL
101	7/12/2007	\$900.00	E	43200	101 Labor Distribution	WAGES AND SAL
101	7/26/2007	\$56.25	E	43200	121 Labor Distribution	P E R A
101	7/12/2007	\$56.25	E	43200	121 Labor Distribution	P E R A
101	7/12/2007	\$159.70	E	43200	122 Labor Distribution	CONT TO RET., S
101	7/26/2007	\$164.52	E	43200	122 Labor Distribution	CONT TO RET., S
101	7/12/2007	\$268.23	E	43200	131 Labor Distribution	CONT TO EMPLO
101	7/26/2007	\$38.48	E	43200	170 Labor Distribution	MEDICARE
101	7/12/2007	\$37.35	E	43200	170 Labor Distribution	MEDICARE
101 HOLIDAY FLEET	7/13/2007	\$182.35	E	43200	212 Acct 000-108-553	MOTOR FUELS &
101 U S BANK VISA	7/9/2007	\$26.52	E	43200	410 VISA 4798 1754 4300 2009	REPAIR & MAINT
101 U S BANK VISA	7/9/2007	\$51.87	E	43200	420 VISA 4798 1754 4300 2009	R & M BLDGS. ST
DEPT 43200 PARKS		\$6,335.77				
DEPT 43300 CEMETERY						
101 HOLIDAY FLEET	7/13/2007	\$57.99	E	43300	212 Acct 000-108-553	MOTOR FUELS &
101 U S BANK VISA	7/9/2007	\$55.34	E	43300	220 VISA 4798 1754 4300 2009	OPERATING SUP
DEPT 43300 CEMETERY		\$113.33				
FUND 101 GENERAL		\$107,927.28				
FUND 211 LIBRARY						
DEPT 45500 LIBRARY						
211	7/12/2007	\$2,441.87	E	45500	050 Labor Distribution	SEASONAL/PART
211	7/26/2007	\$2,236.88	E	45500	050 Labor Distribution	SEASONAL/PART
211	7/26/2007	\$2,549.81	E	45500	101 Labor Distribution	WAGES AND SAL
211	7/12/2007	\$2,549.81	E	45500	101 Labor Distribution	WAGES AND SAL
211	7/12/2007	\$293.92	E	45500	121 Labor Distribution	P E R A
211	7/26/2007	\$269.14	E	45500	121 Labor Distribution	P E R A
211	7/12/2007	\$303.30	E	45500	122 Labor Distribution	CONT TO RET., S
211	7/26/2007	\$290.57	E	45500	122 Labor Distribution	CONT TO RET., S
211	7/12/2007	\$554.32	E	45500	131 Labor Distribution	CONT TO EMPLO
211	7/26/2007	\$67.96	E	45500	170 Labor Distribution	MEDICARE
211	7/12/2007	\$70.94	E	45500	170 Labor Distribution	MEDICARE
211 XCEL	7/13/2007	\$1,313.92	E	45500	380 Acct 51-4651027-4	ELECTRIC SERVI
211 XCEL	7/13/2007	\$7.79	E	45500	380 Acct 51-4651028-5	ELECTRIC SERVI
211 XCEL	7/13/2007	\$30.88	E	45500	381 Acct 51-4651027-4	FUEL FOR HEAT
DEPT 45500 LIBRARY		\$12,981.11				
FUND 211 LIBRARY		\$12,981.11				
FUND 601 WATER						
DEPT 46110 WATER-PUMPHOUSE						
601 XCEL	7/5/2007	\$1,795.29	E	46110	380 Acct No 51-4460740-3	ELECTRIC SERVI
601 XCEL	7/5/2007	\$58.67	E	46110	381 Acct No 51-4460740-3	FUEL FOR HEAT
601 U S BANK VISA	7/9/2007	\$45.78	E	46110	419 VISA 4798 1754 4300 2009	REPAIR & MAINT

CITY OF BAYPORT

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MONTHLY EXPENSES

Period Name: JULY

FUND Search Name	Tran Date	Act Amount Typ	DEPT	OBJ Comments	OBJ Descr
DEPT 46110 WATER-PUMPHOUSE		\$1,899.74			
DEPT 46120 WATER					
601	7/12/2007	\$2,958.07 E	46120	101 Labor Distribution	WAGES AND SAL
601	7/26/2007	\$2,958.07 E	46120	101 Labor Distribution	WAGES AND SAL
601	7/12/2007	\$184.91 E	46120	121 Labor Distribution	P E R A
601	7/26/2007	\$184.91 E	46120	121 Labor Distribution	P E R A
601	7/26/2007	\$176.09 E	46120	122 Labor Distribution	CONT TO RET., S
601	7/12/2007	\$176.09 E	46120	122 Labor Distribution	CONT TO RET., S
601	7/12/2007	\$1,035.67 E	46120	131 Labor Distribution	CONT TO EMPLO
601	7/26/2007	\$41.20 E	46120	170 Labor Distribution	MEDICARE
601	7/12/2007	\$41.20 E	46120	170 Labor Distribution	MEDICARE
601 U S BANK VISA	7/9/2007	\$20.21 E	46120	201 VISA 4798 1754 4300 2009	OFFICE SUPPLIE
601 HOLIDAY FLEET	7/13/2007	\$461.59 E	46120	212 Acct 000-108-553	MOTOR FUELS &
601 U S BANK VISA	7/9/2007	\$11.00 E	46120	216 VISA 4798 1754 4300 2009	CHEMICALS AND
601 U S BANK VISA	7/9/2007	\$92.78 E	46120	220 VISA 4798 1754 4300 2009	OPERATING SUP
601 MANAGEMENT SERVICES	7/26/2007	\$1,306.69 E	46120	302 Period Ending 07-21-07	CONTRACT SERV
601 MANAGEMENT SERVICES	7/12/2007	\$927.94 E	46120	302 Period Ending 07/07/07	CONTRACT SERV
601 XCEL	7/5/2007	\$534.12 E	46120	380 Acct No 51-8131407-6	ELECTRIC SERVI
601 XCEL	7/5/2007	\$251.89 E	46120	380 Acct No 51-8051841-2	ELECTRIC SERVI
601 CONTRACTOR PROPERTY D	7/5/2007	\$29.94 E	46120	380 Reimburse Elec Chg - Lift Station	ELECTRIC SERVI
601 XCEL	7/5/2007	\$462.26 E	46120	380 Acct No 51-4460740-3	ELECTRIC SERVI
601 XCEL	7/5/2007	\$29.85 E	46120	381 Acct No 51-8051841-2	FUEL FOR HEAT
601 XCEL	7/5/2007	\$55.62 E	46120	381 Acct No 51-4460740-3	FUEL FOR HEAT
601 U S BANK VISA	7/9/2007	\$24.79 E	46120	419 VISA 4798 1754 4300 2009	REPAIR & MAINT
DEPT 46120 WATER		\$11,964.89			
FUND 601 WATER		\$13,864.63			
FUND 602 SEWER					
DEPT 46200 SEWER - OPERATING					
602	7/12/2007	\$3,858.02 E	46200	101 Labor Distribution	WAGES AND SAL
602	7/26/2007	\$3,858.02 E	46200	101 Labor Distribution	WAGES AND SAL
602	7/12/2007	\$241.07 E	46200	121 Labor Distribution	P E R A
602	7/26/2007	\$241.07 E	46200	121 Labor Distribution	P E R A
602	7/26/2007	\$229.86 E	46200	122 Labor Distribution	CONT TO RET., S
602	7/12/2007	\$229.86 E	46200	122 Labor Distribution	CONT TO RET., S
602	7/12/2007	\$1,303.78 E	46200	131 Labor Distribution	CONT TO EMPLO
602	7/26/2007	\$53.73 E	46200	170 Labor Distribution	MEDICARE
602	7/12/2007	\$53.73 E	46200	170 Labor Distribution	MEDICARE
602 HOLIDAY FLEET	7/13/2007	\$210.75 E	46200	212 Acct 000-108-553	MOTOR FUELS &
602 MANAGEMENT SERVICES	7/12/2007	\$927.94 E	46200	302 Period Ending 07/07/07	CONTRACT SERV
602 MANAGEMENT SERVICES	7/26/2007	\$1,306.69 E	46200	302 Period Ending 07-21-07	CONTRACT SERV
DEPT 46200 SEWER - OPERATING		\$12,514.52			
DEPT 46990 SEWER - NON-OPERATING					
602 METROPOLITAN COUNCIL (S	7/6/2007	\$24,019.57 E	46990	434 Flow Charge August 2007	STATE FEES FOR
DEPT 46990 SEWER - NON-OPERATING		\$24,019.57			
FUND 602 SEWER		\$36,534.09			
		\$171,307.11			

City of Bayport

294 North 3rd Street

Bayport, MN 55003

Phone: 651-275-4404

Fax: 651-275-4411

Building Permit Log

For: July, 2007

Printed:7/30/2007

Page1 of 3

Permit Number: BP2007-43
Parcel Address: 970 Pickett Street N.
Applicant:MINNESOTA ACOUSTICS, INC.
MINNESOTA ACOUSTICS, INC. Acoustical Wall Panels
Construction Value:\$21,570.00
Filing Date: 7/2/2007
Bayport, MN 55003
Applicant Phone: 763-416-2891
Total Fees: \$379.54

Permit Number: BP2007-44
Parcel Address: 2 CENTRAL Ave.
Applicant:JANSEN BUILDERS INC.
JANSEN BUILDERS INC. General Contractor
Construction Value:\$120,343.00
Filing Date: 7/2/2007
BAYPORT, MN 55003
Applicant Phone: 651-451-2660
Total Fees: \$2,011.71

Permit Number: BP2007-45
Parcel Address: 440 MINNESOTA St.
Applicant:GERALD PETERSON
OWNER OWNER
Construction Value:\$5,000.00
Filing Date: 7/3/2007
BAYPORT, MN 55003
Applicant Phone: 651-436-6617
Total Fees: \$120.50

Permit Number: . BP2007-46
Parcel Address: 456 4TH St. S.
Applicant:STRAND DESIGN LLC
STRAND DESIGN LLC RESIDENTIAL BUILDER
Construction Value:\$29,500.00
Filing Date: 7/3/2007
BAYPORT, MN 55003
Applicant Phone: 651-204-1040
Total Fees: \$481.50

Permit Number: BP2007-47
Parcel Address: 2 CENTRAL Ave.
Applicant:JANSEN BUILDERS INC.
JANSEN BUILDERS INC. General Contractor
Construction Value:\$79,000.00
Filing Date: 7/3/2007
BAYPORT, MN 55003
Applicant Phone: 651-451-2660
Total Fees: \$1,523.26

Building Permit Log

For: July, 2007

Printed:7/30/2007

Page2 of 3

Permit Number: BP2007-48
Parcel Address: 493 MARINER DRIVE
Applicant:D. KIEFFER ENTERPRISES
D. KIEFFER ENTERPRISES General Contractor
Construction Value:\$15,800.00
Filing Date: 7/5/2007
BAYPORT, MN 55003
Applicant Phone: 612-386-6451
Total Fees: \$470.31

Permit Number: BP2007-49
Parcel Address: 515 MARINER DRIVE
Applicant:D. KIEFFER ENTERPRISES
D. KIEFFER ENTERPRISES General Contractor
Construction Value:\$15,800.00
Filing Date: 7/5/2007
BAYPORT, MN 55003
Applicant Phone: 612-386-6451
Total Fees: \$470.31

Permit Number: BP2007-50
Parcel Address: 970 Pickett Street N.
Applicant:NASSEFF MECHANICAL
NASSEFF MECHANICAL CONTRACTORS
Construction Value:\$32,500.00
Filing Date: 7/10/2007
Bayport, MN 55003
Applicant Phone: 651-777-0001
Total Fees: \$515.25

Permit Number: BP2007-51
Parcel Address: 371 4TH St. S.
Applicant:MICHAEL MANCINO
OWNER OWNER
Construction Value:\$500.00
Filing Date: 7/13/2007
BAYPORT, MN 55003
Applicant Phone: 651-439-2754
Total Fees: \$25.25

Permit Number: BP2007-52
Parcel Address: 100 4TH Ave. N.
Applicant:EMERALD BUILDERS, INC.
EMERALD BUILDERS, INC. General Contractor
Construction Value:\$21,500.00
Filing Date: 7/13/2007
BAYPORT, MN 55003
Applicant Phone: 612-371-0231
Total Fees: \$619.19

Permit Number: BP2007-53
Parcel Address: 240 2ND St. N.
Applicant:JULIE FILLMORE
OWNER OWNER
Construction Value:\$700.00
Filing Date: 7/17/2007
BAYPORT, MN 55003
Applicant Phone: 651-342-0769
Total Fees: \$31.85

Building Permit Log

For: July, 2007

Printed:7/30/2007

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Permit Number: BP2007-54
Parcel Address: 451 MINNESOTA St. S.
Applicant:KRISTINE JELBERG
OWNER OWNER
Construction Value:\$4,000.00
Filing Date: 7/23/2007
BAYPORT, MN 55003
Applicant Phone: 651-351-0068
Total Fees: \$105.25

Permit Number: BP2007-55
Parcel Address: 450 PERRO CREEK DRIVE
Applicant:RENEWAL BY ANDERSEN, INC.
RENEWAL BY ANDERSEN, INC. RESIDENTIAL
Construction Value:\$4,186.00
Filing Date: 7/25/2007
BAYPORT, MN 55003
Applicant Phone: 651-264-4777
Total Fees: \$120.09

Permit Number: BP2007-56
Parcel Address: 481,3,5,7,9 MARINER DRIVE
Applicant:D. KIEFFER ENTERPRISES
D. KIEFFER ENTERPRISES General Contractor
Construction Value:\$15,800.00
Filing Date: 7/27/2007
BAYPORT, MN 55003
Applicant Phone: 612-386-6451
Total Fees: \$470.31

Permit Number: MC2007-32
Parcel Address: 325 PERIWINKLE Place
Applicant:AUTOMATIC GARAGE DOOR &
AUTOMATIC GARAGE DOOR & FIREPLACES, INC.
Construction Value:\$1,517.00
Filing Date: 7/6/2007
BAYPORT, MN 55003
Applicant Phone: 763-576-7200
Total Fees: \$75.50

Permit Number: MC2007-33
Parcel Address: 1137 PIONEER TRAIL
Applicant:AUTOMATIC GARAGE DOOR &
AUTOMATIC GARAGE DOOR & FIREPLACES, INC.
Construction Value:\$1,517.00
Filing Date: 7/6/2007
BAYPORT, MN 55003
Applicant Phone: 763-576-7200
Total Fees: \$75.50

Permit Number: PL2007-17
Parcel Address: 2 CENTRAL Ave.
Applicant:SOUTHERN MINNESOTA
SOUTHERN MINNESOTA PLUMBING & HEATING
Construction Value:\$23,454.00
Filing Date: 7/16/2007
BAYPORT, MN 55003
Applicant Phone: 651-294-3611
Total Fees: \$235.04



Bayport Community Action League
PO Box 133
Bayport, MN 55003
www.bayportcommunityactionleague.com

July 11, 2007

Mayor John Nowaczek, Michael McGuire and Members of the City Council
City of Bayport
294 North Third Street
Bayport, MN 55003

CC: Bayport Police Department, Fire Department and City Works Department

Mr. Mayor, Mr. McGuire and Council Members:

Please consider the following request by the Bayport Community Action League for Derby Days 2007, to be held September 14th and 15th.

The two day event will include the following:

September 14, 2007 - Taste of Bayport 6:00p-10:00p

Live music, food from local restaurants and fireworks.

- Live Entertainment
 - THE EXPRESS BAND
- Tickets for events can be purchased at local area restaurants, City Hall and at the event.
 - Taste of Bayport tickets cost \$10.00
- Sales – T-shirts cost \$10.
- Fireworks
 - JOHN LOWE FIREWORKS
- Duck directional street sign placed at Lakeside Park at entrance to West side parking lot and path to the pavilions.

City Services needed:

- Please have grass cut at Lakeside Park within 2or3 days of event.
- The help of Sentence to Service to set up tables, tiki torches and lights.
- Please have picnic tables moved out of pavilions and placed on south lawn of park. Please provide the maximum number of picnic tables available.
- Please provide extra trash containers placed throughout picnic area.
- Fireworks permit
- Please have fireman on call for Fireworks and auxiliary police as needed.

September 15, 2007 – Saturday Events

Eat breakfast, play all day and dance all night.

Breakfast in Bayport 5th Avenue 7:30a-11:00a

- Live Entertainment
- Breakfast in Bayport tickets cost \$5.00
- JR Car Show (Powerfest) 8:00a-10:00p on 5th Ave.
- Live Entertainment: 10:00a-11:00p

City Services needed:

- Blocking off 5th Ave between 3rd & 5th Street (if rain, event to be at Legion) by 6:00 am thru 10:00p.
- Please place extra trash containers on 5th Ave.
- Auxiliary Police patrol as needed.

Derby Day Medallion Hunt 10:00a-5:00p

- *Bayport Legion* is showcasing event. Contact Marion Zimney 439-5463

Bayport Library Story Hour & Essay Contest 10:00a

- Essay Contest Winner announced and essay will be read.
- Story time for kids inside library.
- Duck directional street sign at the SW corner of 5th Ave & 4th St.

Perro Creek Duck Derby 11:00a

- Ducks to race in derby can be purchased at area restaurants, City Hall and at “Taste of Bayport”.
- Cost is \$10.00.
- Duck directional street sign at SE corner of 3rd St. & 2nd Ave.

City Services needed:

- Creek flowing at needed level by 9:30a., or earlier.
- Please have Public Works cut grass along Perro Creek to make stream easily accessible.

Kids Bowling Tournament at 2:00p

- *Woody's* showcasing event
- Parents need to attend
- Tickets \$10.00
- Contact person: Mary Tickner, 651 329 3175

Pet Parade at Croixdale at 1:00p

- *Croixdale* showcasing event
- Open to all pets.
- Registration on site at Croixdale at 12:30p.
- Duck directional street sign at NW corner of 7th Ave & Hwy 95
- Lunch available for purchase at 12 noon.

Texas Holdem' at Bayport Legion beginning at 1p

- Duck directional street sign placed in front of Legion

Softball tournament at Lakeside Park beginning at 8:00a

- Contact person for sign up information is Debbie Mulencord (651) 271-8406

Annual Street Dance at Greystone parking lot 7:00p-11:00p

City Services needed:

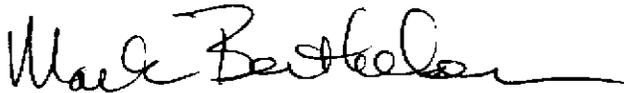
- Barriers around parking lot for dance by 4p
- Auxiliary Policemen as needed
- Eight (8) picnic tables
- Four (4) trash containers
- Parking lot swept.

Additional requests of the city:

1. Please waive application fee and street sign fees for the entire two day event.
2. Request to reserve Lakeside Park Friday 2p-10p and Saturday 9a-4p.
3. City Hall to sell Derby Day tickets (Taste of Bayport, breakfast in Bayport & Duck Derby).
4. A Duck directional street sign at the SE corner of Central & 3rd St.

Thank you for your time and consideration.

Sincerely,



Mark Berthelsen

President

The Bayport Community Action League

612-723-7307



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.

Property Information		
Address:		
City: Bayport	State: Minnesota	Zip Code: 55003
Owner Name:		
Home Phone Number:		Work/Cell Phone Number:
Owner Address: BCAL P.O. Box 133		
City/State/Zip: Bayport MN 55003		

Applicant Information		
Applicant Name: Bayport Community Action League		
Home Phone Number:		Work/Cell Phone Number: Mark Bostrom 612-723-7307
Address: P.O. Box 133		
City/State/Zip: Bayport MN 55003		

Description of Request		
Derby Days 2007 September 14 + 15. Letter attached.		

Event Information		Start Date: 9/14/07	End Date: 9/15/07
Days of Operation (check all that apply)			
<input type="checkbox"/> Sunday	<input type="checkbox"/> Monday	<input type="checkbox"/> Tuesday	<input type="checkbox"/> Wednesday
<input type="checkbox"/> Thursday	<input checked="" type="checkbox"/> Friday	<input checked="" type="checkbox"/> Saturday	
Hours of Operation:			
Weekdays: Friday 6pm to 10pm.			
Weekends: Saturday 8am to 11am.			

See attached letter.
 Request fees be waived for special event,
 fireworks + signage.

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.

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: Marc Bertelsen Date: 7-11-07

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				

Request to be waived



City of Bayport
 294 North Third Street
 Bayport, MN 55003
 Phone: 651-275-4404
 Fax: 651-275-4411

Application
 for Outdoor
 Fireworks Display Permit

Date 7-11-07 Permit No. _____

Date and Time of Display	9/14/07
Name of Event	Derby Days "Taste of Bayport"
Display address/Location	Lakeside Park

Applicant: Municipality _____ Fair Association/Organization _____

Property Owner of Display Address	Name/Company <u>City of Bayport</u> Phone No. _____
	Address <u>Lakeside Park</u>
Municipality, Fair Association, or Organization	Organization <u>B.C.A.L / Derby Days</u> Phone No. <u>Mark 612 723 7307</u>
	Contact Person (Print) <u>Mark Berthelsen</u> Phone No. <u>612 723 7307</u>
	Address <u>PO Box 133</u>
	City <u>Bayport</u> State <u>MN</u> Zip <u>55003</u>
Operator qualified to supervise fireworks display	Name/Company <u>Night Lighter Fireworks</u> Phone No. _____
	Address <u>83163 220th St</u>
	City <u>Hayward</u> State <u>IA</u> Zip <u>56043</u>

Note: A detailed site sketch with the proposed fireworks launching location must accompany this application. *Some as previous years*

The undersigned hereby represents upon all of the penalties of the law, for the purpose of including the City of Bayport to take the action herein requested, that all statements are true, and that all work herein will be done in accordance with the ordinances of the City of Bayport and the State of Minnesota.

Mark Berthelsen 7-11-07 _____ / _____
 Applicant's Signature Date Property Owner's Signature Date

Office Use - Dept. Review	Inspection	Date	Inspector
Fire Department	<input type="checkbox"/> Site Inspection <input type="checkbox"/> Operator Investigation		
Police Department	<input type="checkbox"/> General		
Administration	<input type="checkbox"/> General		

Office Use	
Permit Fee	\$ _____
Other	\$ _____
Total Fees	\$ _____

Permit Approved By: _____ Date Approved: _____



Bayport Community Action League
PO Box 133
Bayport, MN 55003
www.bayportcommunityactionleague.com

July 19, 2007

Bayport City Council
294 North Third Street
Bayport, MN 55003

City Council Members:

The BCAL would like to sponsor a Street Dance for the community, to be held in the Greystone parking lot on Saturday, September 15th. This event will be connected to the Derby Days celebration. It is our intention that the Greystone Bar will be our vendor to serve beer for consumption during this event and hereby submit this to you for approval.

Attached is our application for a temporary liquor license for the event. We request that the city waive the license fee.

Thank you for your consideration,

Sincerely,

Bayport Community Action League
Contact: Susan Davis 651-351-1873



Minnesota Department of Public Safety
ALCOHOL AND GAMBLING ENFORCEMENT DIVISION
 444 Cedar Street Suite 133, St. Paul MN 55101-5133
 (651) 296-6979 Fax (651) 297-5259 TTY (651) 282-6555
 WWW.DPS.STATE.MN.US



APPLICATION AND PERMIT
FOR A 1 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE
 (Organization or location limited to 3 permits in a 12 month period)

TYPE OR PRINT INFORMATION

NAME OF ORGANIZATION <u>Bayport Community Action League</u>	DATE ORGANIZED <u>3.23.89</u>	TAX EXEMPT NUMBER <u>41-1432362</u>	
STREET ADDRESS <u>PO Box 133</u>	CITY <u>Bayport</u>	STATE <u>MN</u>	ZIP CODE <u>55003</u>
NAME OF PERSON MAKING APPLICATION <u>SUSAN DAVIS</u>	BUSINESS PHONE <u>()</u>	HOME PHONE <u>()</u>	
DATES LIQUOR WILL BE SOLD (1 to 4 days) <u>September 15, 2007</u>	TYPE OF ORGANIZATION <input type="checkbox"/> CLUB <input type="checkbox"/> CHARITABLE <input type="checkbox"/> RELIGIOUS <input type="checkbox"/> OTHER NONPROFIT		
ORGANIZATION OFFICER'S NAME <u>Mark Berthelson - Pres.</u>	ADDRESS <u>14891 58th St N. Stillwater MN 55082</u>		
ORGANIZATION OFFICER'S NAME <u>Tom Matt - VP</u>	ADDRESS <u>1001 Spruce Dr. 16316 S 7th St Lane Lakeland MN 55043</u>		
ORGANIZATION OFFICER'S NAME <u>Mary Goulette - Treas.</u>	ADDRESS <u>204 N. 5th St. Bayport</u>		

Location where license will be used. If an outdoor area, describe

Parking lot of the Greystone Bar - 443 N. 3rd St. Bayport MN 55003
September 15, 2007.

Will the applicant contract for intoxicating liquor services? If so, give the name and address of the liquor licensee providing the service.

Yes - Bruce Stanton Greystone Bar - 443 N. 3rd St. Bayport MN 55003

Bruce Stanton

Will the applicant carry liquor liability insurance? If so, the carrier's name and amount of coverage.
 (NOTE: Insurance is not mandatory).

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO LIQUOR CONTROL

CITY/COUNTY _____
 CITY FEE AMOUNT _____
 DATE FEE PAID _____

DATE APPROVED _____
 LICENSE DATES _____

SIGNATURE CITY CLERK OR COUNTY OFFICIAL _____

APPROVED LIQUOR CONTROL DIRECTOR _____

NOTE: Do not separate these two parts, send both parts to the address above and the original signed by this division will be returned as the license. Submit to the City or County at least 30 days before the event.



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

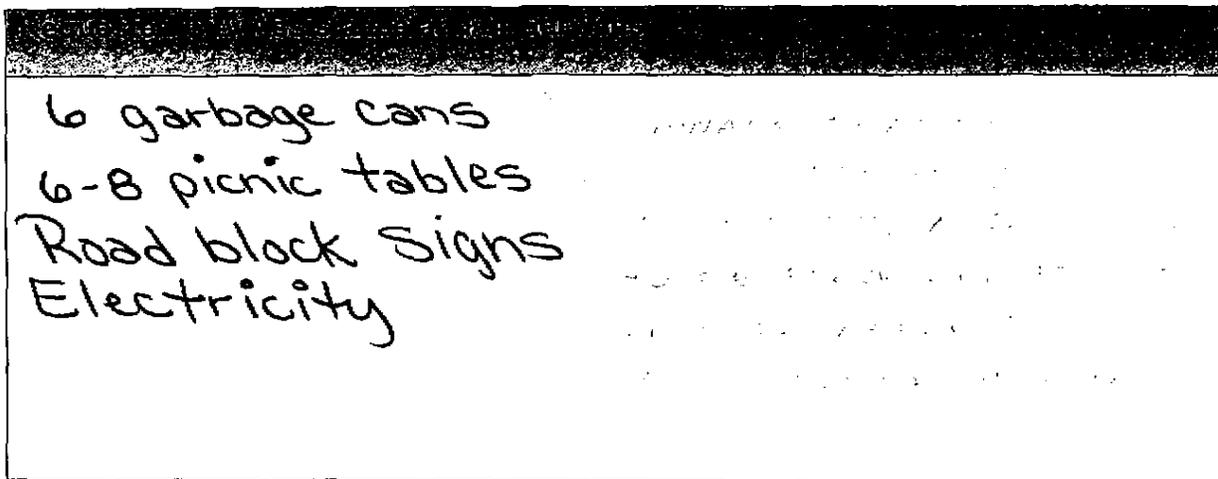
A special event application form is required for individuals or organizations who wish to hold a public or private event in the city and require the use of city property and/or special city services. For most special events, City Council approval is required. Therefore, it is important to plan ahead 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.

PROPERTY INFORMATION	
Address: 490 No. 4th Street	
City: Bayport	State: Minnesota Zip Code: 55003
Owner Name: Bethlehem Lutheran Church	
Home Phone Number: 651-439-3450	Work/Cell Phone Number:
Owner Address: SAME AS ABOVE	
City/State/Zip:	

APPLICANT INFORMATION	
Applicant Name: Geri Tresselt	
Home Phone Number:	Work/Cell Phone Number: 612-719-9268
Address: 1421 Third Street	
City/State/Zip: Hudson WI 54016	

Annual Fall Festival - We would like to use the Village Green for children's games & music & arts & crafts; if Derby Days would like to use it then we will give up our reservation. **see attached additional request	
Start Date: 9-15-07	End Date: 9-15-07
Days of Operation (check all that apply)	
<input type="checkbox"/> Sunday <input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday <input checked="" type="checkbox"/> Saturday	
Hours of Operation:	
Weekdays:	
Weekends: 11:00 am - 4:00 pm	



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 JoNeil 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.

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: Wes Jessett Date: 7-10-07

Property Owner: Rev. Karen Williams Date: 7-18-07

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	7-18-07	CK#2927	Kjh
Escrow or cost incurred				

Bethlehem Lutheran Church

Addendum to Special Event Application - 7/10/07

Road Block signs for the following purpose:

4th St. No. between the church property and Village Green, 4th Ave. No. between 4th St. No. and 5th St. No.

Additionally:

1. Derby Day will not be using Village Green
2. Fall Fest will use all electrical on Village Green. Please have ready for set up by 10:30 AM.
3. Requesting permission to set up vinyl banner on Village Green ~~one~~ ^{one} week prior to event. Banner is 28 feet in length. (application attached)



City of Bayport
 294 North Third Street
 Bayport, MN 55003
 Phone: 651-275-4404
 Fax: 651-275-4411

Application
 for
 Sign Permit

Date 7-18-07

Permit No. _____

Site Address	<u>Village Green</u>
Tenant/Bldg Name	

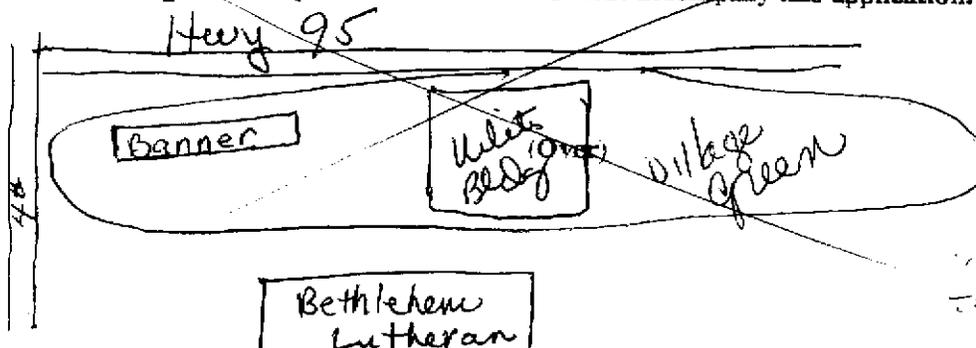
Applicant: Owner Contractor _____

Property Owner	Name/Company <u>City of Bayport</u>	Phone No. _____
	Address _____	
	City _____	State _____ Zip _____
Contractor	Company <u>Bethlehem Lutheran Church</u>	Phone No. <u>439-3450</u>
	Contact Person (Print) <u>Jean Groppoli</u>	Phone No. <u>same</u>
	Address <u>490 4th St. N.</u>	
	City <u>Bayport</u>	State <u>MN</u> Zip <u>55003</u>

Sign Permit Type:	<input type="checkbox"/> 01 - Wall	<input type="checkbox"/> 02 - Free Standing	<input type="checkbox"/> 07 - Portable
	<input type="checkbox"/> 04 - Projecting	<input checked="" type="checkbox"/> 06 - Temporary	
Work Type:	<input checked="" type="checkbox"/> 01 - New	<input type="checkbox"/> 03 - Alteration	
	Required Inspections: <input type="checkbox"/> 11 - Footing <input type="checkbox"/> 15 - Final <input type="checkbox"/> 28 - No Insp Needed		

Description of Sign		
Sign: Size <u>28' L</u>	Height <u>3' h.</u>	Square Feet <u>~ 84</u>
Material <u>vinyl</u>		
If Temporary or Portable, date to be displayed: <u>Sept 8-15</u>		

Note: 2 detailed drawings and site plans with dimensions must accompany this application.



NOTICE TO ALL
 TRAVELERS
 SIGNAGE MUST BE
 PLACED ON PUBLIC
 PROPERTY
 STATED THE CITY
 WILL BE RESPONSIBLE
 TO CHURCH PROPERTY.

Karen Huftel

From: h.radke@comcast.net
Sent: Monday, July 16, 2007 7:12 AM
To: Karen Huftel
Subject: *Donation To The City Of Bayport Fire And Rescue Department*

Good Morning Karen,

As per our conversation, I am sending this email to explain the \$200.00 donation on June 27, 2007 to the City of Bayport Fire and Rescue Department.

I was witness to the events on Sunday afternoon, June 24, 2007, at the Bayport Marina gas dock, when a 12 year old girl was severely injured in a boating accident on the St Croix River.

The response teams of Washington County Water Patrol, Bayport Police and Bayport Fire and Rescue Departments were exemplary, I believe that if it were not for there dedication and training as first responders, the chance of surviving a server injury accident would be nil to none.

Sincerely,

Harold Radke
521 Mariner Drive
Bayport, MN 55003

7/16/2007



Bayport Fire Department

284 N. 3rd Street • Bayport, MNL 55003 • Hall (861) 275-4401 • Fax (861) 275-4402

Monday, July 30, 2007

Honorable Mayor, Council Members, Mike McGuire and City Staff

Subject: Appointment of Fire Chief

Captain Mike Bell as been selected by the membership to the position of Fire Chief.

This process has been completed per the by-laws of the Bayport Fire Department.

I am supporting the department's decision.

Mike has been with the department for 17 years holding various responsibilities which has included Fire Chief.

This has been a challenging and rewarding position over the last 9 plus years as a Chief Officer. I am going too continued with the fire service at a reduced capacity. I would like to thank all for the support given during my tender.

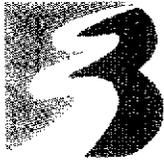
Sincerely

Scott Radke

Bayport Fire Department - Chief

cc: Mike Bell

sr



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

Date: July 23, 2007
To: Council Members and
City Administrator Michael McGuire
From: Chief of Police Laura Eastman

Subject: Appointment of Part-time Police Officer

BACKGROUND

Please consider this memorandum as my request to appoint William Stepan to the position of part-time police officer, behind Officer Wynia's vacant part-time position.

Part-time officers relieve our full-time positions by filling in during vacation, sick, training and compensatory leaves. In addition, they also assist in augmenting our summer staffing levels, special events, and special details.

Mr. Stepan is currently employed at Andersen Windows as a security officer and has volunteered time as a reserve officer with our department for over three years. Mr. Stepan would be an excellent asset to the department, due to his valuable understanding of the community members, they're needs; and is eager to help the department maintain and strengthen that relationship.

RECOMMENDATION

Pending the council's approval, Mr. Stepan's start date would be effective August 6, 2007 with a starting pay of \$ 11.33 an hour.

June 23, 2007

Bayport City Offices
City Clerk
98 2nd Ave S
Bayport, MN 55003

To Whom It May Concern:

I am writing this letter on behalf of Back Road Events from Provo, Utah. We are currently organizing the 2nd year of the Ragnar Relay from La Crosse to Minneapolis. I, myself, organize running/walking events in the Twin Cities area and have been hired to act as a liaison for this group.

This letter is to inform you and request approval of teams running on the highlighted streets/roads through Bayport. We are also requesting permission to hold an exchange point #25 on the St Croix Trail. They will run on the road against traffic. The runners will be in this area from 3:00 am on to 1:00 pm on Saturday, August 25th. This event will start in LaCrosse, WI on Friday, August 24th and end at Boom Island in Minneapolis, on Saturday, August 25th. There will be approximately 100 teams consisting of 12 people to a team. Runners will be anywhere from ¼ mile apart to possibly several miles apart, but will run against traffic and obey all traffic signs.

I am also contacting the County and State Authorities from both Minnesota and Wisconsin as well.

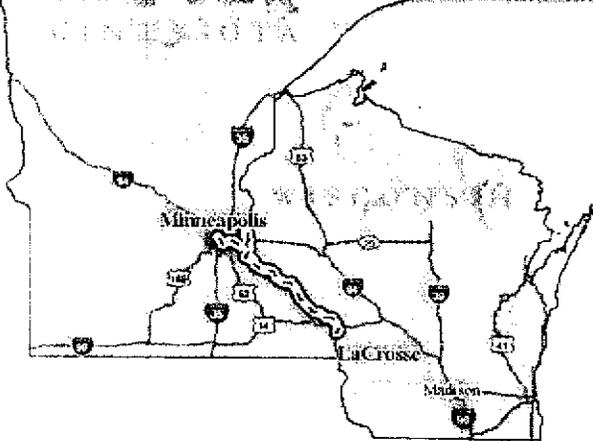
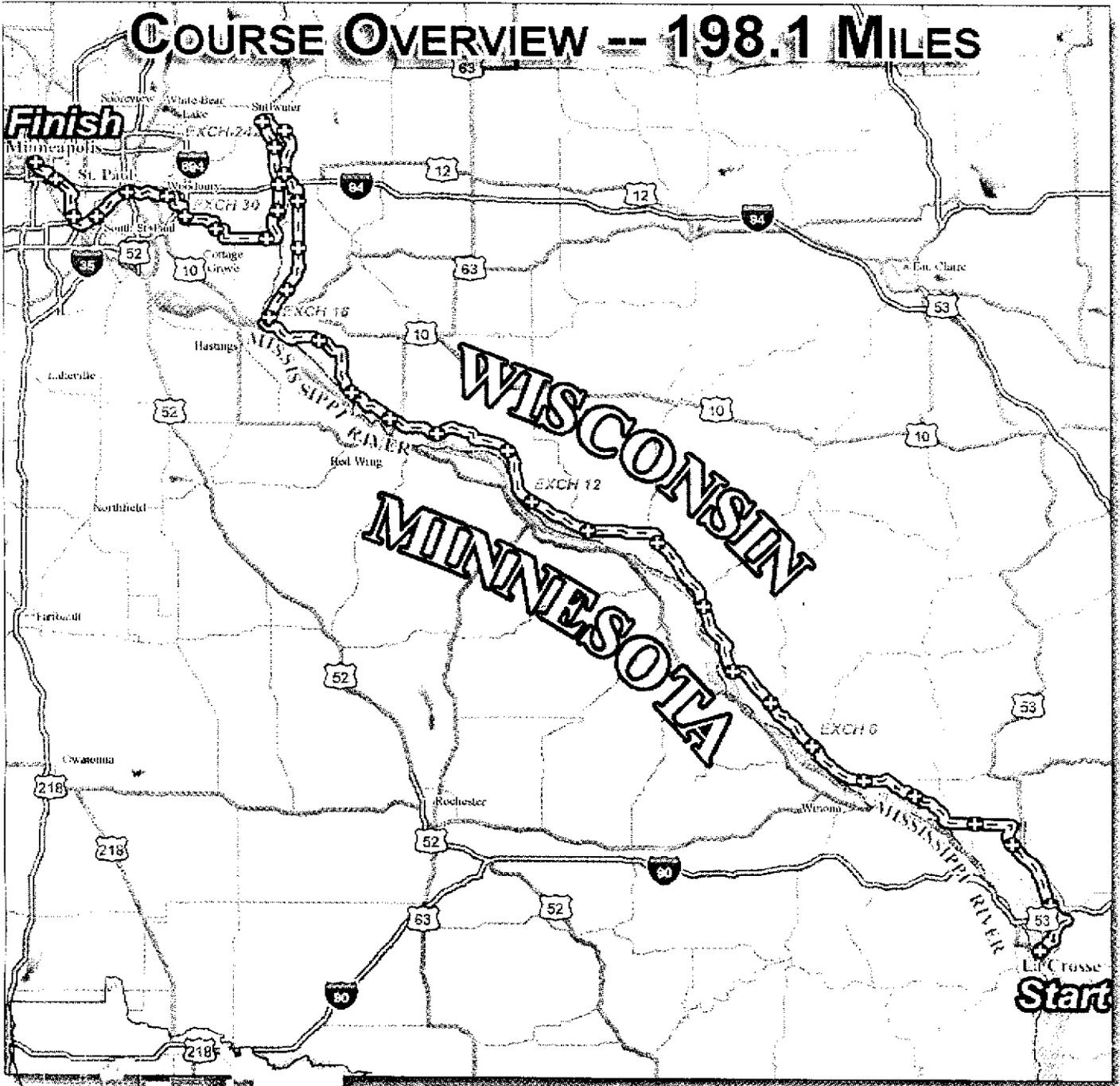
Please let me know if you have any questions or concerns or if there are any permitting processes that I need to follow in order to obtain permission for this event.

Thank you for your time and consideration!

Sincerely,

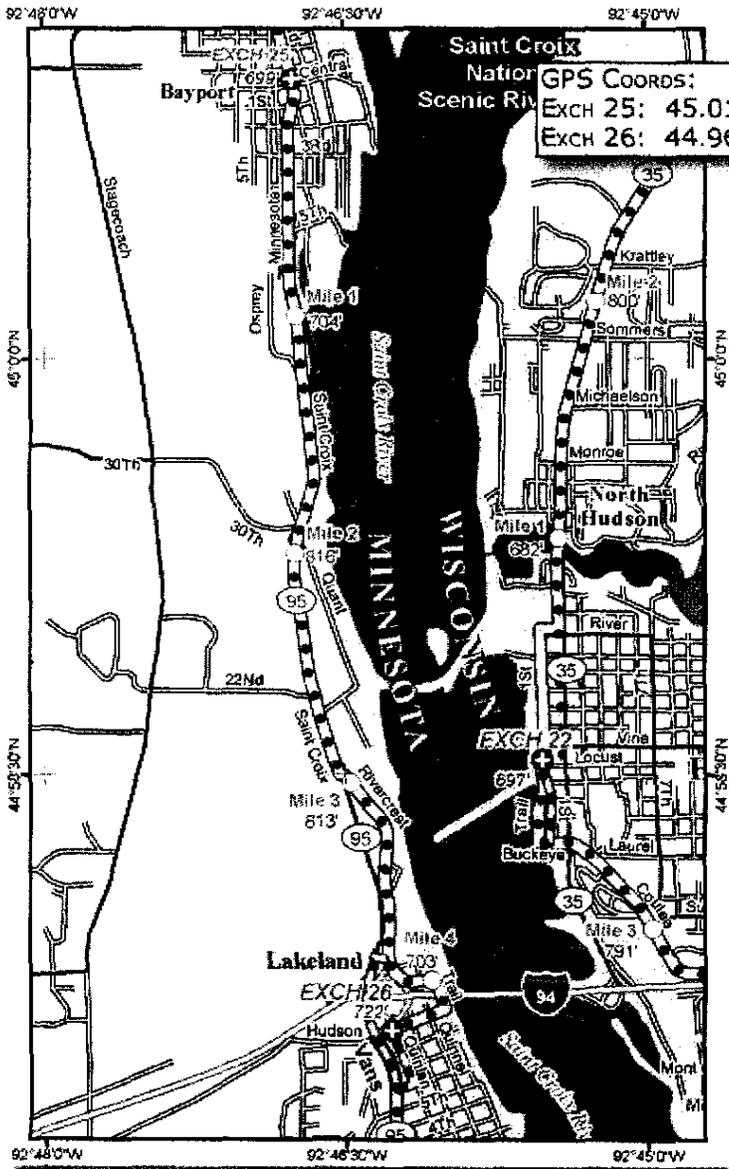
Mary Anderson
Anderson Race Management
4047 Camberwell Dr N
Eagan, MN 55123
651-688-9143
mary@andersonraces.com

COURSE OVERVIEW -- 198.1 MILES



★ RAGNAR RELAY
GREAT RIVER

LEG 26 -- 4.4 MILES -- EASY



LEG NOTES:

Vehicles will divert from running route as shown on map and described below. No vehicles are allowed on the running trail, but they can access runners everywhere else. Exchange parking is at Lakeland City Park.

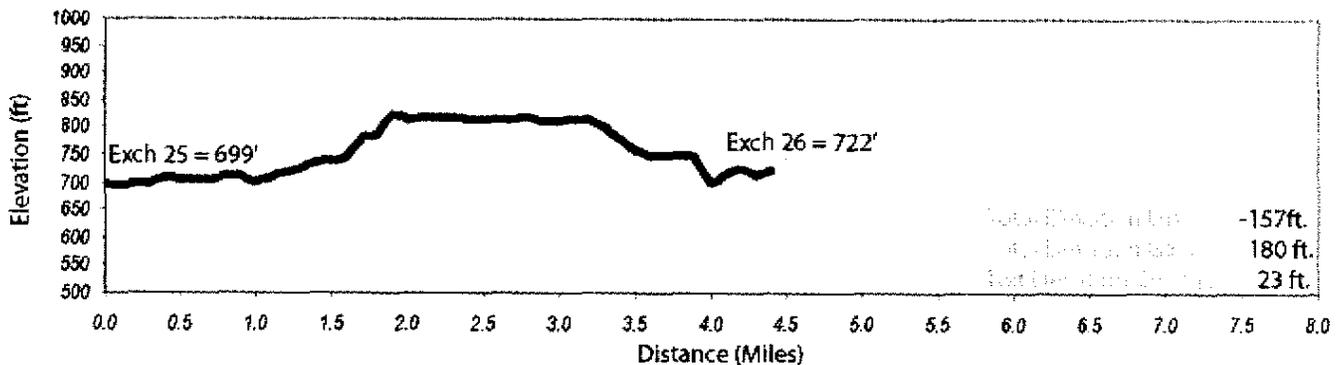
Park.

LEG LEGEND:

- 0.0 Depart EXCH 25 on SR-95 (St. Croix Trail)
- 3.0 Turn LEFT (southeast) onto Rivercrest Rd
- 3.9 Enter running trail
- 4.0 Leave trail and turn RIGHT (south) onto Quixote Ave. Pass under I-94
- 4.1 Turn RIGHT (west) onto Hudson St.
- 4.4 Arrive at EXCH 26 -- Lakeland City Park

Van Directions:

- 0.0 Follow running route to Mile 3.8
- 3.8 Turn RIGHT (west) onto local access road to SR-95 (St. Croix Trail)
- 3.8 Turn LEFT (south) onto SR-95.
- 4.6 Turn LEFT (east) onto Upper 5th St.
- 4.7 Turn LEFT (north) onto Quinlan Ave.
- 4.9 Arrive at EXCH 26.





Renewal Application for Optional Liquor 2AM

License Type: 2AM-500K+

Expires On: August 21, 2007

ID Number: 12385

DBA

Woody's Bar & Grill Inc.
Woody's Bar & Grill
109 N 3rd St
Bayport MN 55003

Business Phone: 6514395666

If any of the above licensee information is not correct, please make corrections as necessary.

Licensee must report previous 12 month on sale alcoholic beverage gross receipts by checking one of the boxes below. Next to the box you check is your 2 AM license fee. Make check payable to: Alcohol and Gambling Enforcement Division (AGED). Mail this application and check to : AGED, 444 Cedar St., Suite 133, St. Paul, MN 55101-5133.

- \$300 2 AM license fee - Up to \$100,000 in on sale gross receipts for alcoholic beverages
- \$750 2 AM license fee - Over \$100,000, but not over \$500,000 in on sale gross receipts for alcoholic beverages
- \$1000 2 AM license fee - Over \$500,000 in on sale gross receipts for alcoholic beverages
- \$200 2 AM license fee - 3.2% On Sale Malt Liquor licensees or Set Up license holders
- \$200 2 AM license fee - Did not sell alcoholic beverages for a full 12 months prior to this application

Yes No Does the city or county that issues your liquor license allow the sale of alcoholic beverages until 2 AM?

City Clerk/County Auditor Signature _____ Date _____
(I certify that the city or county of _____ approves the sale of alcoholic beverages until 2AM)

Licensee Signature  Date 6-27-07
(I certify that I have answered the above questions truthfully and correctly)

Licensee Minnesota Tax ID Number (Required): 4430771

Licensee: Prior to submitting this application to the Alcohol & Gambling Enforcement Division you must have this form signed by your local city or county licensing official

Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division (AGED)
444 Cedar Street, Suite 133, St. Paul, MN 55101-5133
Telephone 651-296-6979 Fax 651-297-5259 TTY 651-282-6555
www.dps.state.mn.us

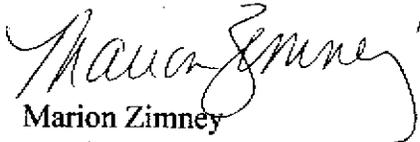
July 9, 2007

To Whom It May Concern:

The Bayport American Legion would like to continue raising money through charitable gambling in the St. Croix Valley area. The funds raised are donated back into the community. Attached is a list of just some of the recipients we have supported.

We are requesting a resolution to allow charitable gambling at ^{Post 491,} Woody's and Captains Corner so that our permits may be renewed.

Sincerely,



Marion Zimney
Gambling Manager

**Since July 2006
American Legion Post 491
has proudly contributed
More than \$80,000.00**

**With funds raised thru Charitable Gambling,
to support many worthy causes to include:**

- ◆ *The Bayport Senior Center*
- ◆ *American Legion Color Guard*
- ◆ *Children's Christmas Party*
- ◆ *Washington County Veterans & Vets Hospitals*
- ◆ *Veterans Memorials*
- ◆ *\$13,200 in Scholarships to Area Students*
- ◆ *Boys State*
- ◆ *Legionville*
- ◆ *Youth Services*
- ◆ *School Safety*
- ◆ *Boy Scouts*
- ◆ *Girl Scouts*
- ◆ *Andersen Elementary*
- ◆ *SHS Senior Party*
- ◆ *MN Big Dads*
- ◆ *Ft. Snelling Rifle Squad*
- ◆ *Veterans Memorial*
- ◆ *Special Olympics*
- ◆ *BCAL - Derby Days*
- ◆ *National Night Out*
- ◆ *Danes Place*
- ◆ *Bayport Memorial Day Parade*
- ◆ *School Patrols*
- ◆ *Red Cross Training*

Thank you for your continued support

Minnesota Lawful Gambling
LG215 Lease for Lawful Gambling Activity

Check applicable item:
 1. **Lease for new application.** Submit with new premises permit application.
 2. **Renewed lease.** Submit with premises permit renewal.
 3. **New owner.** Submit new or amended lease within 10 days after new lessor assumes ownership. Date effective / /
 4. **Amended lease**
 • Check the change(s) in the lease: Rent Premises name Booth/bar Activity change Other
 Date that changes will be effective / /
 • Both parties must initial and date all changes.
 • Submit changes at least 10 days prior to the change.

Organization name AMERICAN LEGION POST 491	License number 00467-010	Daytime phone 651 439-5463
Name of leased premises WOODS BAR + GRILL	Street address 109 3RD ST.	City BAYPORT
	State MN	Zip 55003
	Daytime phone 651 439-5666	
Name of legal owner of premises BRADLEY SMITH	Business/street address 109 3RD ST.	City BAYPORT
	State MN	Zip 55003
	Daytime phone 651 439-5666	
Name of lessor (if same as legal owner, write in "SAME")	Business/street address	City
	State	Zip
	Daytime phone	

Check all activities that will be conducted:
 Pull-tabs Pull-tabs with dispensing device Tipboards Paddlewheel Paddlewheel with table Bingo Bar bingo

Pull-tab, Tipboard, and Paddlewheel Rent (No lease required for raffles.)

Booth operation - sales of gambling equipment by an employee (or volunteer) of a licensed organization within a separate enclosure that is distinct from areas where food and beverages are sold.

Bar operation - sales of gambling equipment within a leased premises by an employee of the lessor from a common area where food and beverages are also sold.

Does your organization OR any other organization conduct gambling from a booth operation at this location? Yes No

If you answered **yes** to the question above, rent limits are based on the following combinations of operation:
 - Booth operation
 - Booth operation and pull-tab dispensing device
 - Booth operation and bar operation
 - Booth operation, bar operation, and pull-tab dispensing device

If you answered **no** to the question above, rent limits are based on the following combinations of operation:
 - Bar operation
 - Bar operation with pull-tab dispensing device
 - Pull-tab dispensing device only

The maximum rent allowed may not exceed \$1,750 in total per month for all organizations at this premises.

The maximum rent allowed may not exceed \$2,500 in total per month for all organizations at this premises.

Complete one option:

Option A: 0 to 10% of the gross profits per month. Percentage to be paid %

Complete one option:

Option A: 0 to 20% of the gross profits per month. Percentage to be paid 20%

Option B: When gross profits are \$4,000 or less per month, \$0 to \$400 per month may be paid. Amount to be paid \$

Option B: When gross profits are \$1,000 or less per month, \$0 to \$200 per month may be paid. Amount to be paid \$

Option C: \$0 to \$400 per month may be paid on the first \$4,000 of gross profit. Amount to be paid \$. Plus 0% to 10% of the gross profits may be paid per month on gross profits over \$4,000. Percentage to be paid %

Option C: \$0 to \$200 per month may be paid on the first \$1,000 of gross profits. Amount to be paid \$. Plus 0% to 20% of the gross profits may be paid per month on gross profits over \$1,000. Percentage to be paid %

Bingo Rent

Option D: 0 to 10% of the gross profits per month from all lawful gambling activities held during bingo occasions, excluding bar bingo. Percentage to be paid %

Bar Bingo Rent

Option F: No rent may be paid for bingo conducted in a bar.

Option E: A rate based on a cost per square foot not to exceed 110% of a comparable cost per square foot for leased space, as approved by the director of the Gambling Control Board. No rent may be paid for bar bingo. Rate to be paid \$ per square foot. The lessor must attach documentation, verified by the organization, to confirm the comparable rate and all applicable costs to be paid by the organization to the lessor.

New Bingo Activity

For any new bingo activity not previously included in a Premises Permit Application, attach a separate sheet of paper listing the days and hours that bingo will be conducted.

LG215 Lease for Lawful Gambling Activity

Lease Term - The term of this lease agreement will be concurrent with the premises permit issued by the Gambling Control Board (Board).

Management of Gambling Prohibited - The owner of the premises or the lessor will not manage the conduct of gambling at the premises.

Participation as Players Prohibited - The lessor, the lessor's immediate family, and any agents or gambling employees of the lessor will not participate as players in the conduct of lawful gambling on the premises.

Illegal Gambling

- The lessor is aware of the prohibition against illegal gambling in Minnesota Statutes 609.75, and the penalties for illegal gambling violations in Minnesota Rules 7861.0050, Subpart 3. In addition, the Board may authorize the organization to withhold rent for a period of up to 90 days if the Board determines that illegal gambling occurred on the premises and that the lessor or its employees participated in the illegal gambling or knew of the gambling and did not take prompt action to stop the gambling. Continued tenancy of the organization is authorized without the payment of rent during the time period determined by the Board for violations of this provision.
- To the best of the lessor's knowledge, the lessor affirms that any and all games or devices located on the premises are not being used, and are not capable of being used, in a manner that violates the prohibitions against illegal gambling in Minnesota Statutes 609.75, and the penalties for illegal gambling violations in Minnesota Rules 7861.0050, Subpart 3.
- Notwithstanding Minnesota Rules 7861.0050, Subpart 3, an organization must continue making rent payments, pursuant to the terms of the lease, if the organization or its agents are found to be solely responsible for any illegal gambling conducted at that site that is prohibited by Minnesota Rules 7861.0050, Subpart 1, or Minnesota Statutes 609.75, unless the organization's agents responsible for the illegal gambling activity are also agents or employees of the lessor.
- The lessor shall not modify or terminate the lease in whole or in part because the organization reported to a state or local law enforcement authority or the Board the occurrence at the site of illegal gambling activity in which the organization did not participate.

Other Prohibitions

- The lessor will not impose restrictions on the organization with respect to providers (distributors) of gambling-related equipment and services or in the use of net profits for lawful purposes.
- The lessor, person residing in the same household as the lessor, the lessor's immediate family, and any agents or employees of the lessor will not require the organization to perform any action that would violate statute or rule. If there is a dispute as to whether a violation of this provision occurred, the lease will remain in effect pending a final determination by the Compliance Review Group (CRG) of the Gambling Control Board. The lessor agrees to arbitration when a violation of this provision is alleged. The arbitrator shall be the CRG.
- The lessor shall not modify or terminate this lease in whole or in part due to the lessor's violation of the provisions listed in this lease.

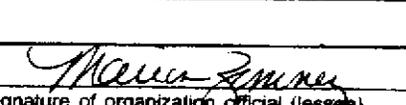
Access to permitted premises - The Board and its agents, the commissioners of revenue and public safety and their agents, and law enforcement personnel have access to the permitted premises at any reasonable time during the business hours of the lessor. The organization has access to the permitted premises during any time reasonable and when necessary for the conduct of lawful gambling on the premises.

Lessor records - The lessor shall maintain a record of all money received from the organization, and make the record available to the Board and its agents, and the commissioners of revenue and public safety and their agents upon demand. The record shall be maintained for a period of 3-1/2 years.

Rent all-inclusive - Amounts paid as rent by the organization to the lessor are all-inclusive. No other services or expenses provided or contracted by the lessor may be paid by the organization, including but not limited to trash removal, janitorial and cleaning services, snow removal, lawn services, electricity, heat, security, security monitoring, storage, other utilities or services, and in the case of bar operations, cash shortages. Any other expenditures made by an organization that is related to a leased premises must be approved by the director of the Gambling Control Board. Rent payments may not be made to an individual.

Acknowledgment of Lease Terms All obligations and agreements are contained in or attached to this lease and are subject to the approval of the director of the Gambling Control Board. I affirm that the lease information is the total and only agreement between the lessor and the organization. There is no other agreement and no other consideration required between the parties as to the lawful gambling and other matters related to the lease. Any changes in this lease will be submitted to the Gambling Control Board at least 10 days prior to the effective date of the change. If a renegotiated lease is made due to a change in ownership, the new lease will be submitted within 10 days after the new lessor has assumed ownership.

List or attach other terms or conditions (must be approved by director of Gambling Control Board)

			
Signature of lessor	Date	Signature of organization official (lessee)	Date
BRADLET SMITH	OWNER	MARION ZIMNEY	GAMBLING MGR
Print name and title of lessor		Print name and title of lessee	

Questions on this form should be directed to the Licensing Section of the Gambling Control Board (Board) at 651-639-4000. This publication will be made available in alternative format (i.e. large print, Braille) upon request. If you use a TTY, you can call the Board by using the Minnesota Relay Service and ask to place a call to 651-639-4000. The information requested on this form will become public information when received by the Board, and will be used to determine your compliance with Minnesota statutes and rules governing lawful gambling activities.

Minnesota Lawful Gambling
LG215 Lease for Lawful Gambling Activity

Check applicable item:
 1. Lease for new application. Submit with new premises permit application.
 2. Renewed lease. Submit with premises permit renewal.
 3. New owner. Submit new or amended lease within 10 days after new lessor assumes ownership. Date effective ___/___/___
 4. Amended lease
 • Check the change(s) in the lease: ___ Rent ___ Premises name ___ Booth/bar ___ Activity change ___ Other
 Date that changes will be effective ___/___/___
 • Both parties must initial and date all changes.
 • Submit changes at least 10 days prior to the change.

Organization name AMERICAN LEGION POST 491	License number 00467-003	Daytime phone 651 439-5463
Name of leased premises CAPTAIN'S CORNER	Street address 193 No. 3rd St.	City BAYPORT
Name of legal owner of premises MARK GEAR	Business/street address 535 LAKESIDE DR S.	City BAYPORT
Name of lessor (if same as legal owner, write in "SAME") SAME	Business/street address	City
	State MN	Zip 55003
	Daytime phone 651 430-2485	
	Daytime phone 651 430-2499	
	State MN	Zip 55003
	Daytime phone 651 430-2499	

Check all activities that will be conducted:
 Pull-tabs Pull-tabs with dispensing device Tipboards Paddlewheel Paddlewheel with table Bingo Bar bingo

Pull-tab, Tipboard, and Paddlewheel Rent (No lease required for raffles.)

Booth operation - sales of gambling equipment by an employee (or volunteer) of a licensed organization within a separate enclosure that is distinct from areas where food and beverages are sold.
Bar operation - sales of gambling equipment within a leased premises by an employee of the lessor from a common area where food and beverages are also sold.

Does your organization OR any other organization conduct gambling from a booth operation at this location? Yes No

If you answered **YES** to the question above, rent limits are based on the following combinations of operation:
 - Booth operation
 - Booth operation and pull-tab dispensing device
 - Booth operation and bar operation
 - Booth operation, bar operation, and pull-tab dispensing device

The maximum rent allowed may not exceed \$1,750 in total per month for all organizations at this premises.

Complete one option:
Option A: 0 to 10% of the gross profits per month. Percentage to be paid _____%
Option B: When gross profits are \$4,000 or less per month, \$0 to \$400 per month may be paid. Amount to be paid \$_____
Option C: \$0 to \$400 per month may be paid on the first \$4,000 of gross profit. Amount to be paid \$_____. Plus 0% to 10% of the gross profits may be paid per month on gross profits over \$4,000. Percentage to be paid _____%

If you answered **NO** to the question above, rent limits are based on the following combinations of operation:
 - Bar operation
 - Bar operation with pull-tab dispensing device
 - Pull-tab dispensing device only

The maximum rent allowed may not exceed \$2,500 in total per month for all organizations at this premises.

Complete one option:
Option A: 0 to 20% of the gross profits per month. Percentage to be paid _____%
Option B: When gross profits are \$1,000 or less per month, \$0 to \$200 per month may be paid. Amount to be paid \$_____
Option C: \$0 to \$200 per month may be paid on the first \$1,000 of gross profits. Amount to be paid \$ 200. Plus 0% to 20% of the gross profits may be paid per month on gross profits over \$1,000. Percentage to be paid 20 %

Bingo Rent
Option D: 0 to 10% of the gross profits per month from all lawful gambling activities held during bingo occasions, excluding bar bingo. Percentage to be paid _____%
Option E: A rate based on a cost per square foot not to exceed 110% of a comparable cost per square foot for leased space, as approved by the director of the Gambling Control Board. No rent may be paid for bar bingo. Rate to be paid \$_____ per square foot. The lessor must attach documentation, verified by the organization, to confirm the comparable rate and all applicable costs to be paid by the organization to the lessor.

Bar Bingo Rent
Option F: No rent may be paid for bingo conducted in a bar.

New Bingo Activity
 For any new bingo activity not previously included in a Premises Permit Application, attach a separate sheet of paper listing the days and hours that bingo will be conducted.

LG215 Lease for Lawful Gambling Activity

Lease Term - The term of this lease agreement will be concurrent with the premises permit issued by the Gambling Control Board (Board).

Management of Gambling Prohibited - The owner of the premises or the lessor will not manage the conduct of gambling at the premises.

Participation as Players Prohibited - The lessor, the lessor's immediate family, and any agents or gambling employees of the lessor will not participate as players in the conduct of lawful gambling on the premises.

Illegal Gambling

- The lessor is aware of the prohibition against illegal gambling in Minnesota Statutes 609.75, and the penalties for illegal gambling violations in Minnesota Rules 7861.0050, Subpart 3. In addition, the Board may authorize the organization to withhold rent for a period of up to 90 days if the Board determines that illegal gambling occurred on the premises and that the lessor or its employees participated in the illegal gambling or knew of the gambling and did not take prompt action to stop the gambling. Continued tenancy of the organization is authorized without the payment of rent during the time period determined by the Board for violations of this provision.
- To the best of the lessor's knowledge, the lessor affirms that any and all games or devices located on the premises are not being used, and are not capable of being used, in a manner that violates the prohibitions against illegal gambling in Minnesota Statutes 609.75, and the penalties for illegal gambling violations in Minnesota Rules 7861.0050, Subpart 3.
- Notwithstanding Minnesota Rules 7861.0050, Subpart 3, an organization must continue making rent payments, pursuant to the terms of the lease, if the organization or its agents are found to be solely responsible for any illegal gambling conducted at that site that is prohibited by Minnesota Rules 7861.0050, Subpart 1, or Minnesota Statutes 609.75, unless the organization's agents responsible for the illegal gambling activity are also agents or employees of the lessor.
- The lessor shall not modify or terminate the lease in whole or in part because the organization reported to a state or local law enforcement authority or the Board the occurrence at the site of illegal gambling activity in which the organization did not participate.

Other Prohibitions

- The lessor will not impose restrictions on the organization with respect to providers (distributors) of gambling-related equipment and services or in the use of net profits for lawful purposes.
- The lessor, person residing in the same household as the lessor, the lessor's immediate family, and any agents or employees of the lessor will not require the organization to perform any action that would violate statute or rule. If there is a dispute as to whether a violation of this provision occurred, the lease will remain in effect pending a final determination by the Compliance Review Group (CRG) of the Gambling Control Board. The lessor agrees to arbitration when a violation of this provision is alleged. The arbitrator shall be the CRG.
- The lessor shall not modify or terminate this lease in whole or in part due to the lessor's violation of the provisions listed in this lease.

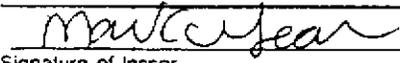
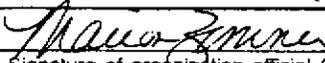
Access to permitted premises - The Board and its agents, the commissioners of revenue and public safety and their agents, and law enforcement personnel have access to the permitted premises at any reasonable time during the business hours of the lessor. The organization has access to the permitted premises during any time reasonable and when necessary for the conduct of lawful gambling on the premises.

Lessor records - The lessor shall maintain a record of all money received from the organization, and make the record available to the Board and its agents, and the commissioners of revenue and public safety and their agents upon demand. The record shall be maintained for a period of 3-1/2 years.

Rent all-inclusive - Amounts paid as rent by the organization to the lessor are all-inclusive. No other services or expenses provided or contracted by the lessor may be paid by the organization, including but not limited to trash removal, janitorial and cleaning services, snow removal, lawn services, electricity, heat, security, security monitoring, storage, other utilities or services, and in the case of bar operations, cash shortages. Any other expenditures made by an organization that is related to a leased premises must be approved by the director of the Gambling Control Board. Rent payments may not be made to an individual.

Acknowledgment of Lease Terms All obligations and agreements are contained in or attached to this lease and are subject to the approval of the director of the Gambling Control Board. I affirm that the lease information is the total and only agreement between the lessor and the organization. There is no other agreement and no other consideration required between the parties as to the lawful gambling and other matters related to the lease. Any changes in this lease will be submitted to the Gambling Control Board at least 10 days prior to the effective date of the change. If a renegotiated lease is made due to a change in ownership, the new lease will be submitted within 10 days after the new lessor has assumed ownership.

List or attach other terms or conditions (must be approved by director of Gambling Control Board)

	6/27/07		6/27/07
Signature of lessor	Date	Signature of organization official (lessee)	Date
MARK GEAR	Owner	MARION ZIMNEY	GAMBLING MANAGER
Print name and title of lessor		Print name and title of lessee	

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

Date: August 1, 2007
To: City Council
Mike McGuire, City Administrator
From: Sara Taylor, Assistant City Administrator/Planner
Subject: Appointment of election judges for 2007 school board elections

BACKGROUND

The city is required to appoint citizens of Washington County to serve as election judges for each election. Each election judge will be compensated at \$10.00 per hour for their services, and the head election judge(s) will be compensated at \$12.00 per hour. The following individuals are willing to serve as election judges:

Nancy McPherson	Tony Kantke
Tim MacDonald	Karen Lampi
Mary Lanz	Audrey Kelly
Beverly Schultz	Betty Orne
Edith Hophan	

City staff is still waiting for a response from a few individuals that may be willing to serve as alternate election judges, if necessary. If alternates are necessary, staff requests that City Administrator McGuire be designated to appoint these individuals to serve as election judges for the 2007 elections.

RECOMMENDATION

It is recommended that the City Council appoint the individuals listed above to serve as election judges for the 2007 elections and designate City Administrator McGuire to appoint alternate election judges, if necessary.



July 24, 2007

RE: Bayport, Minnesota
Booster Station
SEH No. A-BAYPO0504.00 14.00

Mr. Mike McGuire
City Administrator
City of Bayport
294 North Third Street
Bayport, MN 55003-5118

Dear Mr. McGuire:

Please find enclosed the Final Pay Requests No. 10 for the Booster Station in Inspiration. We have reviewed this application and recommend a payment in the amount of \$3,000.00 to Ebert Construction contingent upon final completion of minor punch list items scheduled to be completed by July 31, 2007.

Upon authorization of payment (Ebert Construction), please distribute one copy of each application for payment to the following:

Short Elliott Hendrickson
Attn. Doug Klamerus
3535 Vadnais Center Drive
St. Paul, MN 55110

Ebert Construction
Attn. Brad Averill
23350 County Road 10
Loretto, MN 55357

Please contact me at 651.765.2973 if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Doug Klamerus", written over a stylized graphic of a bird or wing.

Douglas E. Klamerus, PE
Project Manager

dek

Enclosures

c: Barry Peters, SEH
Brad Averill, Ebert Construction

s:\ae\Whaypo\05040017-ca\78-sub\ml\boosterpayrecno10_final.doc



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

Date: July 31, 2007
To: Mayor and City Council
From: Mel Horak, Public Works Supervisor
Mike McGuire, City Administrator
Subject: Replacement of roof on pump house #4

BACKGROUND

Public Works is requesting City Council approval for the contract replacement of the roof on pump house #4. The existing flat roof has reached its life expectancy and is starting to fail. Pump house #4 is located at the northwest corner of Lakeside Park, at 90 Central Avenue.

Quotes for the roof replacement project were solicited from three roofing contractors, and the results are as follows:

- Berwald Roofing, North St. Paul, Minnesota = \$9,680.00 (4-ply hot asphalt and gravel roof)
- Roof Tech, Inc., Stillwater, Minnesota = \$9,710.00 (Ballasted EPDM roofing system)
Replace 2 skylights = \$1,566.00 (additional)
- Walker Roofing Co., St. Paul, Minnesota = \$9,475.00 (Durolast roofing system)
Replace 2 skylights = \$1,225.00 (additional)

RECOMMENDATION

Staff recommends the City Council adopt a motion to accept the quote from Walker Roofing Company, St. Paul, Minnesota for the completion of the pump house #4 roof replacement project for the quoted total price of \$10,700.00, to include the Durolast roofing system and replacement of 2 skylights.



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

DATE : July 13, 2007
TO: Chief Eastman
FROM: City Administrator Mike McGuire
RE: Appointment to Chief's position

Congratulations! This is to confirm your appointment as Chief of Police for the City of Bayport.

As discussed, your official start date will be considered March 20, 2007, as you will be given credit for service as interim chief. Your starting salary will be \$ 69,825.00 and you will accrue vacation at the rate of 10 hours per month (15 days per year). You will also receive all other city benefits per personnel policy.

This is an exempt position and as such there is no overtime. However, compensatory hours will be allowed, as per city policy.

Upon satisfactory completion of one year of probation, and upon receipt of your Bachelor's degree, you will advance to Step 6 of the city's salary plan. If at the end of the probationary period, I decide that you have not met a satisfactory work performance or you decide to resign from this position, you will be given the option to revert back into the capacity of Sergeant at the highest salary step.

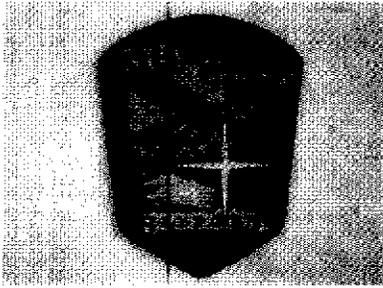
I look forward to working with you!

Accepted by:



Laura Eastman, Chief

Michael McGuire, City Administrator



Bayport Police Department
294 North 3rd Street
Bayport, Minnesota 55003
Phone: 651-275-4400
Fax: 651-275-4411

Laura Eastman
Chief of Police

To: Mayor and City Council

From: Laura Eastman, Chief of Police

Date: July 30, 2007

Re: National Night Out Donations

Background

The following businesses have donated items and/or money for the City of Bayport's National Night Out event that will be held on Tuesday, August 7, 2007:

- Andersen Corporation – \$1,500.00
- Bayport Marina – \$300.00
- Bread Art – food
- Casperson Motors – \$20.00
- Cub Foods – food and water
- First State Bank & Trust – \$300.00
- Goldberg Bonding – \$100.00
- J. G. Hause Construction – \$250.00
- Not Just A Café – food
- Target – to be determined
- Woody's Bar and Grill – food

Recommendation

Staff recommends that the City Council adopt a motion accepting the above-listed donations for the 2007 National Night Out and authorize the Police Chief to accept additional donations as they are received.



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

Date: July 30, 2007
To: Mayor and City Council
City Administrator Michael McGuire
From: Chief of Police Laura Eastman
Subject: Grant

Please consider this memorandum as updated information regarding grants received.

On July 17, 2007, the Minnesota Department of Finance awarded the Bayport Police Department a grant in the amount of \$540.00 for Underage Drinking Compliance checks (payment number EF00002857413, voucher # 91000003711). The alcohol compliance checks are conducted twice a year at all businesses with a liquor license.



July 24, 2007

RE: Bayport, Minnesota
2007 Sidewalk Improvements
SEH No. A-BAYPO0002.00 14.00

Honorable Mayor and City Council
City of Bayport
294 North Third Street
Bayport, MN 55003

Attn: Mike McGuire, City Administrator:

The City has annually initiated a sidewalk improvement project to replace areas of public sidewalks in need of repairs to address public safety concerns. Since a portion of the project costs is recovered from special assessments against benefited properties, the City is required to follow Minnesota Statutes 429. Under these statutes, the City is required to prepare a feasibility report to address the feasibility of the improvements, the estimated costs, and the cost recovery. Since the project was initiated by the City and not petitioned for by all abutting property owners, a public hearing will be required. This letter report serves as the required Feasibility Report for the 2007 Sidewalk Reconstruction Project in Bayport. The attached map shows the sidewalk and curb replacement locations.

Current City policy is to address sidewalk improvements on a total block basis instead of panel by panel or lot only basis. Therefore the proposed sidewalk improvements for 2007 consist of the removal of the majority of the west side sidewalk along South 4th Street between South 2nd Avenue and South 3rd Avenue. Other improvement areas include the southerly side of North 1st Avenue between North 4th Street and TH 95 (North 3rd Street). These sidewalks have numerous cracks or are heaving, creating safety issues, or to fill in a gap in the sidewalk system. New concrete sidewalk is poured and any landscape areas disturbed by the construction are restored. There are also areas of curb replacement, in addition to the sidewalk replacements, that are required to construct pedestrian ramps. The estimated project cost is \$33,935 and includes construction cost and 20% for engineering, legal, and administrative costs. Construction costs are estimated based on unit prices seen for similar type work in the area, and for 2007 construction. Since the estimated construction costs are less than \$50,000, the City can waive the formal bidding process and obtain quotes from local contractors. The City will administer the project, with City staff obtaining quotes and coordinating construction with the selected contractor.

Current City policy is to recover fifty percent (50%) of project costs for sidewalk improvements such as this through special assessments against benefited properties. The City will pay the balance of the project costs from the City's Street Maintenance Fund. A copy of the estimated Assessment Roll is included.

The sidewalk replacements in the locations noted are feasible and economical from the engineering standpoint. The improvements are also necessary to address public safety concerns.

Honorable Mayor and City Council
July 24, 2007
Page 2

We recommend that the improvements be constructed as noted above. We also recommend that the Council accept this feasibility report, order the 2007 Sidewalk Improvement project, authorize preparation of plans, approve the plans (the attached map) and authorize staff to obtain quotes. We also recommend that the City set the date for the Public Improvement and Assessment Hearing for the September 10, 2007 Council Meeting.

Sincerely,

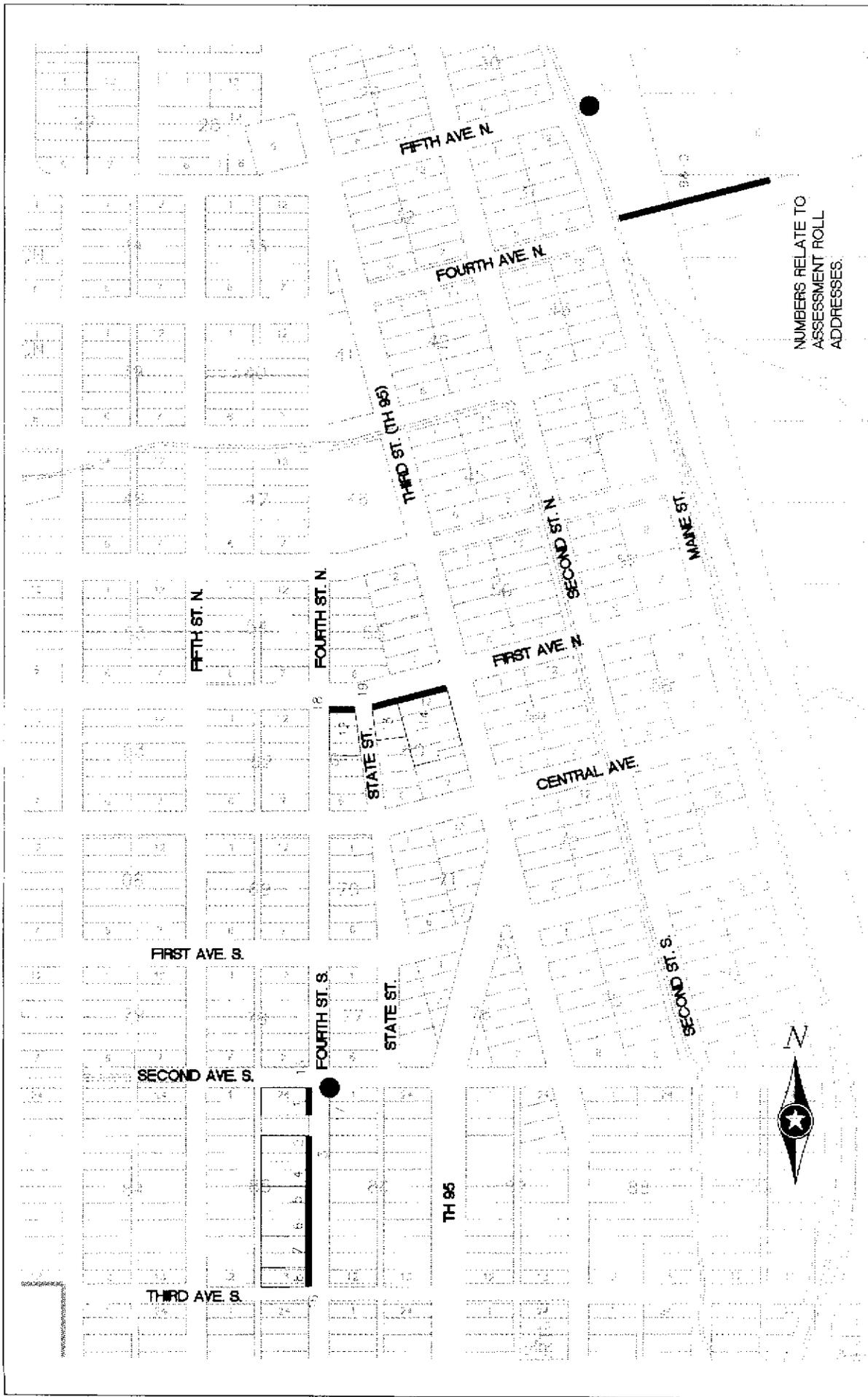
A handwritten signature in black ink, appearing to read 'B.C. Peters', written over a faint grid background.

Barry C. Peters, PE
City Engineer, Reg. No. 14148

bcp

Attachments

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NUMBERS RELATE TO
ASSESSMENT ROLL
ADDRESSES.

 PHONE: (810) 486-2000 217 PAUL LN. SUITE 200 BAYPORT, MN 55009	BAYPORT MINNESOTA	2007 SIDEWALK IMPROVEMENTS	PROJECT LOCATION	H.F. NO. BAYP00002	DRAWING NO. 1
				DATE 7-18-07	

City of Bayport
 2007 Sidewalk Improvements
 SEH File A-BAYPO0002.00

PROPERTY ADDRESS	PIN NO.	NAME	Lot	Block	SIDEWALK DIMENSIONS		AREA Sq. Ft.	Sidewalk Replacement	B618 Curb Replacement	B6-24 Curb Replacement	EST. PROJECT COST	PROPERTY OWNER'S COST 50%	CITY COSTS	COMMENTS
					Width (ft.)	Length (ft.)								
1 310 4th Street South	11029203200059	Brent Glamm	Pt. 23 & 24	85	4	64	256	\$1,689.60	\$31.00	\$35.00	\$1,689.60	\$844.80	\$844.80	
2 332 4th Street South	1102920320007	Mark Wilmes	21	85	4	24	96	\$633.60			\$633.60	\$316.80	\$316.80	
3 340 4th Street South	1102920320006	Mary Hanf	N 1/2 20	85	4	25	100	\$660.00			\$660.00	\$330.00	\$330.00	
4 348 4th Street South	1102920320005	Sue Kaske	19 & S 1/2 20	85	4	75	300	\$1,980.00			\$1,980.00	\$990.00	\$990.00	
5 364 4th Street South	1102920320003	Robert Olson	18 & N 1/2 17	85	4	75	300	\$1,980.00			\$1,980.00	\$990.00	\$990.00	
6 380 4th Street South	1102920320002	Corey Mohan	16 & S 1/2 17	85	4	75	300	\$1,980.00			\$1,980.00	\$990.00	\$990.00	
7 384 4th Street South	1102920320001	Torry Kraftson	15 & N 43' 14"	85	4	93	372	\$2,455.20			\$2,455.20	\$1,227.60	\$1,227.60	
8 Portion of 4th Avenue North	202920330045	Andersen Corporation	13, S 7' 14" and 10' Vac 3rd Ave	85	4	67	268	\$1,768.80	\$1,674.00		\$3,442.80	\$2,568.40	\$894.40	54 ft. B6-18 curb. Owner Cost
9 Portion of 4th Avenue North	202920330045	Andersen Corporation			5	158	790	\$5,214.00			\$5,214.00	\$2,607.00	\$2,607.00	East of 100 4th Ave. N.
10 Portion of 5th Avenue North	202920330045	Andersen Corporation			5	19.5	97.5	\$643.50			\$643.50	\$321.75	\$321.75	East side of railroad tracks; add at 2 locations sidewalk to curb
11 385 1st Avenue North	1102920320042	Doug Beedle	1, 2, & 3 exc. S. 12'	81	7	37	259	\$1,709.40			\$1,709.40	\$854.70	\$854.70	At railroad tracks
12 185 State Street North	1102920320033	William Schaefer	1 & 2	80	4	82	300	\$1,980.00			\$1,980.00	\$990.00	\$990.00	
13 174 3rd Street North	110292230039	Holiday Station #375 - old Twin Cities Stores, Inc., 2020 Silver Bell Rd., #23, Eagan, MN 55122			4	120.5	482	\$3,181.20			\$3,181.20	\$1,590.60	\$1,590.60	SW - 11.5 ft. +109 ft.
14 310 4th Street South		City of Bayport			4	12	48	\$316.80		\$456.00	\$771.80	\$771.80	\$771.80	13 ft. B6-24 curb and handicap ramp
15 394 4th Street South		City of Bayport							\$682.00		\$682.00	\$682.00	\$682.00	22 ft. B6-18 curb & handicap ramp
16 SE corner 4th Street So. & 2nd Avenue So.		City of Bayport								\$980.00	\$980.00	\$980.00	\$980.00	28 ft. B6-24 curb
17 385 1st Avenue North		City of Bayport			4	23.5	94	\$620.40		\$1,400.00	\$2,020.40	\$2,020.40	\$2,020.40	40 ft. B6-24 curb & 2 handicap ramps
18 185 State Street North		City of Bayport									\$294.50	\$294.50	\$294.50	9.5 ft. B6-18 curb and handicap ramp
										Total Project - ESTIMATED	\$33,934.80	\$15,430.08	\$18,504.72	

Estimated Pricing:
 5 inch thick sidewalk = \$6.60 per square foot, including 20% associated costs
 B6-18 = \$31.00 per linear foot, including 20% associated costs
 B6-24 = \$35.00 per linear foot, including 20% associated costs



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

Date: July 12, 2007
 To: Mayor and City Council
 Mike McGuire, City Administrator
 From: Mel Horak, Public Works Supervisor
Subject: Purchase of snowplow equipment for new truck

BACKGROUND

The Public Works department is requesting City Council approval for the purchase of a dump box, snowplow, and other snowplow related appurtenances needed to outfit and complete the 2007 Sterling L 8500 cab and chassis the city purchased in June 2007.

Staff examined many different suppliers, solicited advice from other governmental agencies and is recommending that the city purchase all the necessary equipment from J-Craft by TBEI of Lake Crystal, Minnesota.

Quotes for the equipment, pursuant to the State of Minnesota Contract #437050, are as follows:

10 foot dump box with hoist, and other related appurtenances.....	\$15,430.00
Lighting package.....	\$ 4,159.00
Underbody scraper blade.....	\$ 6,407.00
12 foot power angle front plow with hitch.....	\$ 9,362.00
Tailgate sander.....	\$ 5,274.00
Central hydraulic system.....	\$ 9,769.00
Hitch and pull plate.....	\$ 777.00
Sales tax.....	\$ 3,327.00
<i>Estimated Grand Total</i>	\$54,505.00

Please be aware that the total may be slightly higher due to unforeseen circumstances during the equipment mounting process, which may increase mounting costs.

RECOMMENDATION

Staff recommends the City Council adopt a motion authorizing the City of Bayport Public Works department to purchase a dump box, snowplow, and related equipment, including all mounting, from J-Craft from TBEI of Lake Crystal, Minnesota, for the estimated price of \$54,505.00. Funding for this purchase will be obtained from the Public Works Equipment Fund #203, which currently has a balance of \$311,482.00.



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

Date: July 27, 2007

To: Mayor and City Council
Mike McGuire, City Administrator

From: John Buckley, Building Official

Subject: Proposed amendments to the ordinance adopting the Minnesota State Building Code

BACKGROUND

The state has recently adopted the 2007 Minnesota State Building Code, including the 2006 International Building Code and the 2006 International Residential Code. As such, the city is required to amend the local ordinance to acknowledge of adoption of these codes.

Very few amendments are required at this time, as you will see in the attached draft. However, the state is still in the process of discussing some potential amendments to the mechanical and plumbing code that would be implemented later this year. If adopted by the state, these amendments would then be brought back to the City Council for adoption, as necessary.

RECOMMENDATION

Staff recommends the City Council adopt a motion approving the amendments to the Minnesota State Building Code ordinance.

**CITY OF BAYPORT
WASHINGTON COUNTY, MINNESOTA
ORDINANCE NO. _____**

**ORDINANCE OF THE CITY OF BAYPORT, WASHINGTON COUNTY,
MINNESOTA AMENDING CHAPTER 18 OF THE BAYPORT CITY CODE
REGARDING THE APPLICATION, ADMINISTRATION, AND ENFORCEMENT OF
THE MINNESOTA STATE BUILDING CODE**

Please note: Proposed deletions are indicated in ~~strikethrough~~ and additions are indicated in **bold underline**.

Section 1. Chapter 18, Article II, Section 18-27 of the Bayport Code of Ordinances regarding the administration of the Minnesota State Building Code is hereby amended as follows:

Sec. 18-27. Same--Administration required.

(a) *Mandatory enforcement provisions.* The following chapters of Minnesota Rules shall be enforced and administered without change by the city as mandatory provisions of the Minnesota State Building Code:

- (5) 1305, Adoption of the ~~2000~~ **2006** International Building Code;
- (7) 1309, Adoption of the ~~2000~~ **2006** International Residential Code;
- (8) 1311, Adoption of the ~~2000~~ **2006** Guidelines for the Rehabilitation of Existing Buildings
- (9) 1315, Adoption of the ~~2002~~ **2005** National Electrical Code;

(b) *Optional enforcement of provisions adopted.* The following chapters of Minnesota Rules, representing optional provisions of the Minnesota State Building code, are hereby adopted by the city as a part of the State Building Code for the city:

- (1) 1306.0010, Special Fire Protection Systems, Option Subpart 2 ~~and 1306.0030(e), Option 1; and~~ **existing and new buildings**
- (3) **IBC Appendix J (Grading of the 2003 Supplements to the International Building Code see Chapter 1300)**

Section 2. Chapter 18, Article II, Section 18-28 of the Bayport Code of Ordinances regarding permits, inspections, and fees of the Minnesota State Building Code is hereby amended as follows:

Sec. 18-28. Permits, inspections, and fees.

- (2) No more than ~~80~~ **100** percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or cancelled before any plan review is done.

Section 3. This ordinance shall be in full force and effect from and after its passage and publication according to law. Passed by the City Council for the City of Bayport this 6th day of August, 2007.

Jon Nowaczek, Mayor

Attest:

Michael McGuire, City Administrator

ECKBERG LAMMERS
MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Nicholas J. Vivian, City Attorney

DATE: August 1, 2007

RE: City of Bayport – Request for Gambling Ordinance Revision

By letter dated July 11, 2007, Marion Zimney (Charitable Gambling Manager – Post 491), Mary Tickner (Manager - Woody's Bar & Grill) and Mark Gear (Owner – Captain's Corner) submitted a request to the City seeking a change in the City's Charitable Gambling Ordinance requesting that certain organizations be exempt from the requirements of Section 10-33 regarding the use of proceeds received from charitable gambling.

Specifically, the request seeks to exclude non-profit organizations that do not conduct gambling on an ongoing basis in the City from the Section. The request provides that the identified organizations will not hold their fundraisers in City of Bayport due to the strict nature of the ordinance. The request further provides that the ordinance prohibits any hardship cause or other worthy charitable fundraising efforts in the City.

Section 10-33 of the City's Code of Ordinances provides:

Sec. 10-33. Use of proceeds of charitable gambling.

The organization licensed to conduct lawful gambling in the city shall contribute ten percent of the net profits it derives from the lawful gambling activity in the city to a fund regulated by the city for disbursement of such contributions for lawful purposes as defined by M.S.A. § 349.12, subd. 25. In addition, the organization licensed to conduct lawful gambling in the city shall expend a minimum of 70 percent of the net proceeds it derives from the lawful gambling activity conducting in the city for lawful purposes as defined by M.S.A. § 349.12, subd. 25, that will directly benefit the citizens living in Bayport and/or the local trade area. Such expenditures must occur within the same or following fiscal year that such proceeds are received by the organization conducting the lawful gambling in the city. For purposes of this section, net proceeds shall be computed as follows: gross receipts from lawful gambling activity conducted in the city less reasonable sums necessarily and actually expended to conduct lawful gambling activities in the city for the following items:

- (1) Prizes;

(2) Gambling supplies and equipment, which shall be defined as those expenses authorized by the charitable gambling board in adopted rules (see Minnesota Rules Chapter 7861);

(3) Rent;

(4) Utilities used during gambling occasions;

(5) Compensation paid to members for conducting lawful gambling activities;

(6) State and/or federal taxes; and

(7) Maintenance of devices used in lawful gambling.

(Ord. No. 695, § 695.01, 6-6-94; Ord. No. 779, § 2, 5-1-06)

While I have not spoken with the individuals submitting the request, my understanding is that the objectionable language is that which requires the organization licensed to conduct lawful gambling in the city to expend a minimum of 70 percent of the net proceeds it derives from the lawful gambling activity conducted in the city for lawful purposes to directly benefit the citizens living in Bayport and/or the local trade area.

The City of Bayport has the authority by law to regulate gambling within its corporate limits. Should the City Council determine that the letter of the Section 10-33 is too stringent such that it the intent of the ordinance is not being carried out, the Council has the authority, by majority vote to modify the regulation.

July 11, 2007

To: Bayport City Council

Re: Article II, Sec. 10-33

Use of proceeds of charitable gambling

We are requesting a change in the ordinance to exclude Exempt Permits due to the nature of these permits.

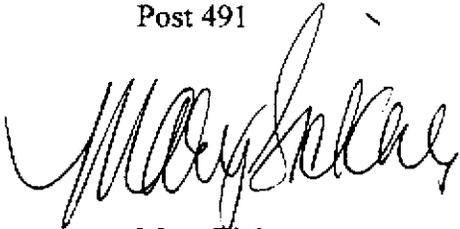
Exempt permits are issued to Non-profit organizations that do not conduct gambling on an ongoing basis in the city. Exempt Permits are issued to non-profits to hold their fundraisers on a one time basis here in Bayport and comparable to lets say a convention, bring in substantial revenues for the city's businesses. These groups will not hold their fundraisers in Bayport due to this ordinance, and it prohibits any hardship and other worthy charitable fundraising efforts here in our city.

We appreciate your cooperation in amending Sec. 10-33 to accommodate the special groups that would apply for these one time permits.

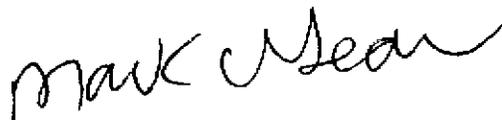
Respectfully,



Marion Zimney
Charitable Gambling Manager
Post 491



Mary Tickner
Manager
Woody's Bar & Grill



Mark Gear
Owner
Captains Corner

RFP RESPONSES	ABDO	Eide Bailly	HLBTR	KDV	LarsonAllen	MMKR	Virchow
Cost							
2007	\$20,650	\$29,500	\$36,000	\$18,675	\$25,000	\$26,400	\$35,000
2008	\$21,310	not given	\$37,400	\$19,605	\$25,750	\$27,400	\$36,400
2009	\$21,970	not given	\$38,800	\$20,550	\$26,500	\$28,400	\$37,850
Hours for basic audit:	200	not given	320	195		250	252
Hourly rate for extra services: (partner rate)	\$175	not given	\$291	\$200	\$170	\$200	
Deliverables							
Perform audit in accordance with generally accepted auditing stds.	X	X	X	X	X	X	
Issue an opinion on the basic financial statements as they are in conformity with generally accepted accounting standards and an "in-relation-to" report on the combining and individual non-major fund financial statements and supporting schedules.	X	X	X	X	X	X	X
A report on compliance pursuant to the Minnesota Legal Compliance Audit Guide for Local Government (laws and regulations)	X	X	X	X	X	X	X
Management Letter: appraisals of accounting systems and procedures and evaluation of system of internal control. Suggest methods to improve efficiency and eliminate control weaknesses.	X	X	X	X	X	X	X
Present audit and management letter to City Council.	X	X	X	X	X	X	
Provide data for OSA Financial Reporting Form			X	X	X		
Other services							
Educational seminars for clients	X			X			X
Utility rate studies	X			X	X	X	
Bonding			X	X	X	X	
TIF				X	X	X	
Human Resources						X	X

RFP RESPONSES	ABDO	Eide Bailly	HLBTR	KDV	LarsonAllen	MMKR	Virchow
Other government entities audited:	90 cities	27 cities	63 cities	40 cities	23 cities		
	Prior Lake	Woodbury	Eagan	Cottage Grove	Edina	Blaine	
	Dayton	Oakdale	Brk Park	Brainerd	Newport	Rosemount	
	Lake Elmo	Mahtomedi	Crystal	Lino Lakes	N. St Paul	Jackson	
	Lindstrom	Richfield	Falcon Hgts	Stillwater	Roseville	Greenwood	
	Chisago	OPH	Minnetrista	Redwood Fls	Burnsville		
	Long Lake	Lt Canada		Delano	Circle Pines		
	Wabasha	Hastings			Ramsey		
	Wyoming	Champlin			Shoreview		
Schedule:							
	Interim field work			Jan		Mar	
	Field work	April		April		April	
	Report preparation and exit conference	1-Jun		May		Mid May	
	Presentation at city council meeting	15-Jun		May		End May	
Paperless audit	X	X	X	X	X	X	X
Additional comments:	1	2	3	4	5	6	7

1	ABDO	We believe that our role is to assist the City staff in areas where they have questions regarding policies or best practices. We provide guidance to staff while working on each segment of the audit. We plan for this when we budget for each city.
		Our approach addresses some of the challenges present in smaller governments.
		Audit more Minnesota cities than any firm in the state. (90 cities)
3	HLB Tauges Redpath, Ltd.	Audits go above and beyond the minimum standards. Although not required, HLBTR issues an audit committee letter - nine areas. Issues comprehensive management letter, also not required.
4	KDV	Special first year services: Analysis of internal accounting systems and practices. Report to City Council on actions to consider which will improve and strengthen internal accounting systems and controls. Evaluation of computer controls and provide constructive suggestions for enhancing controls. Appraisal of significant accounting policies and assessment of appropriateness for financial reporting. Document internal accounting operations, financial information systems, and financial reporting. During first year, will spend time meeting with staff to understand city operations - cost absorbed as nonrecurring.
5	Larson Allen	Dedicated to "Total Client Service" One of the largest professional service firms in the nation. Mission statement is "to help our clients reach their financial goals." Stress communication (3 pages in RFP).
7	Virchow Krause & Co	Mission is to serve clients as "most valued advisor". Review of system of internal controls - one of the most important aspects of financial statements



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

Date: August 1, 2007
To: City Council
From: Mike McGuire, City Administrator
Subject: Invoice for additional fees related to Phase I of the Lakeside Park Improvement Project

BACKGROUND

As you know, the city has been working with the consultant firms Sanders, Wacker, Bergly and MLA Architects on the design development for the improvements to Lakeside Park. The original contract amount for their services was \$57,787.50. However, due to the additional time involved with preparing design alternatives for the beach, playground, deck, and patio, which were not included in the original scope of work, but requested by the City Council, additional costs were incurred. In addition, the architect spent a significant amount of time preparing demolition documents, coordinating the demolition with city crews, and coordinating the window design drawings with Andersen Corporation.

As a result of the additional design, the consultants have submitted an invoice requesting additional fees in the amount of \$9,280.00, which would bring the final contract amount to \$67,067.50. After reviewing and discussing these fees with staff and the consultants, staff agrees that these fees are fair and justified, respective to the time and commitment both firms have dedicated to the project. Staff feels the consultants went the extra mile to create a thoughtful and aesthetically pleasing design that will make this park a real gem.

RECOMMENDATION

It is recommended that the City Council approve the invoice for additional fees related to Phase I of the Lakeside Park Improvement Project in the amount of \$9,280.00.

July 24, 2007

City of Bayport
Attn: Mr. Mike McGuire – City Administrator
294 Third Street North
Bayport, MN 55003

RE: Additional Fees - Lakeside Park Improvements Design Services Agreement

Dear Mike,

We request additional fees on the Lakeside Park Phase I project for services that we believe are beyond the scope of the original contract. The extra tasks are as follows:

Task	Description	Hours	Avg. Hrly. Rate	Total
Sanders Wacker Bergly, Inc.				
1	Additional time was required to prepare design alternatives and design development drawings for the deck and patio, which were not included in the original scope of work as well as working through design development for beach improvements. Additional meetings with city staff and city council to review building, deck and patio design and cost alternatives.	45	\$80.00	\$3,600.00
2	Preparation of two revisions to playground designs. The first design was prepared for the DNR grant application. The second design reduced the scope of the play equipment by about 40% after the grant application was not successful and the design was revised a third time to salvage some existing play equipment. Tasks included meetings with city staff and city council, coordination with play equipment suppliers, preparation of cost estimates and revisions to drawings and specifications.	36	\$80.00	\$2,880.00
MLA Architects				
3	Preparation of demolition drawings and coordination with Bayport City crews on the demolition work completed by the city.	20	\$80.00	\$1,600.00
4	Preparation of drawings for window designs and coordination with Anderson Windows.	15	\$80.00	\$1,200.00
TOTAL ADDITIONAL FEE				\$9,280.00

The current fee for design development, preparation of construction documents and construction administration is \$39,525.00. Additional fees would bring the total amount for these services to \$48,805.00.

We appreciate your consideration of this request. Please call if you have any questions or require additional information.

Sincerely,

Larry L. Wacker
Vice President/Landscape Architect
:llw