CITY OF BAYPORT
CITY COUNCIL MEETING
Council Chambers, 294 North 3rd Street
April 6, 2009

REGULAR MEETING **6:00 P.M.**

CALL TO ORDER

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

PROCLAMATIONS, COMMENDATIONS, PETITIONS, AND ANNOUNCEMENTS
1. March recycling award to Ashley Hamble
2. Certificate of appreciation presented to Sharon Ridgway

OPEN FORUM
The open forum is a portion of the meeting to address the City Council on subjects that are not a part of the meeting agenda. The City Council may take action or reply at the time of the statement or may give direction to staff regarding investigation of the concerns expressed. *A total of 15 minutes is allotted for the public comment period (not 15 minutes per person).*
1.
2.

CONSENT AGENDA	**TAB #**
Consider a resolution adopting items 1 through 13	
1. March 2, 2009 City Council regular meeting minutes	1
2. March payables and receipts	2
3. March building, plumbing and mechanical permits	3
4. Canine Program Donations – 1st Quarter 2009 Summary	4
5. Special event application for Andersen Corporation at Lakeside Park	5
6 Special event application for Minnesota Correctional Facility at Lakeside Park	6
7. PERA declaration for part-time police officer Chad Johnson	7
8 PERA declaration for part-time police officer Leanne Renteria	8
9. Renewal of boat trailer parking agreement with Andersen Corporation	9
10. Annual step increase for Police Chief	10
11. Acceptance of Katherine B. Andersen Fund grant for fire department	11
12. Special event application, lawful gambling permit, and temporary on-sale liquor license application for the BCAL Dane's Place Pig Roast Fundraiser at Village Green Park	12
13. Assessment abatement resolutions for 986 Inspiration Pkwy. N. and 713 5th Ave. N.	13

PUBLIC HEARINGS

COUNCIL LIAISON REPORTS

UNFINISHED BUSINESS

1. Consider authorization to solicit competitive bids for Phase 1 improvements at Barker's Alps Park and approval of feasibility report for funding a portion of the Phase 1 improvements through the 429 assessment process	14

		TAB #
2	Consider location for placement of Boy Scout statue	15

NEW BUSINESS

1.	Consider a request to conduct a seasonal farmer's market at Perro Park	16
2.	Consider a request for a conditional use permit (CUP) to allow five designated parking stalls to be used for overnight, outdoor storage of customer vehicles during non-business hours, for a proposed transmission and auto repair business, located at 120 3rd Street South	17
3.	Presentation of 2008 audit	18
4.	Consider adopting an out of state travel policy for elected officials	19
5.	Consider authorization to pursue MnDOT funding for railroad crossing signals and gates	20
6.	Update on Safe Routes to School Grant	21

COUNCIL ITEMS AND ANNOUNCEMENTS

CITY ADMINISTRATOR ITEMS AND ANNOUNCEMENTS

1. Set date for city department quarterly review (Fire Department) – May 4, 2009 at 5:00 p.m.
2. Update on budget cuts
3. Closed session to discuss pending litigation

ADJOURNMENT

RESOLUTION NO. 09-

EXTRACT OF THE MINUTES OF MEETING OF THE CITY COUNCIL OF THE CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA HELD APRIL 6, 2009

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

The following members were present:

The following members were absent:

Councilmember _____ introduced the following resolution and moved its adoption:

A RESOLUTION APPROVING CONSENT AGENDA ITEMS 1-13 FROM THE APRIL 6, 2009 CITY COUNCIL AGENDA

1. March 2, 2009 City Council regular meeting minutes
2. March payables and receipts
3. March building, plumbing and mechanical permits
4. Canine Program Donations – 1st Quarter 2009 Summary
5. Special event application for Andersen Corporation at Lakeside Park
6. Special event application for Minnesota Correctional Facility at Lakeside Park
7. PERA declaration for part-time police officer Chad Johnson
8. PERA declaration for part-time police officer Leanne Renteria
9. Renewal of boat trailer parking agreement with Andersen Corporation
10. Annual step increase for Police Chief
11. Acceptance of Katherine B. Andersen Fund grant for fire department
12. Special event application, lawful gambling permit, and temporary on-sale liquor license application for the BCAL Dane's Place Pig Roast Fundraiser at Village Green Park
13. Assessment abatement resolutions for 986 Inspiration Pkwy. N. and 713 5th Ave. N

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

Jonathan Nowaczek –
Connie Carlson –
Dan Johnson –
Torry Kraftson –
Judy Seeberger –

WHEREUPON, said Resolution was declared duly passed and adopted and signed by the Mayor and attested by the City Administrator. Passed by the City Council, City of Bayport, Washington County, Minnesota this 6th day of April 2009.

ATTEST:

_____ _____

Mike McGuire, City Administrator Jon Nowaczek, Mayor

CITY OF BAYPORT
CITY COUNCIL MEETING MINUTES
COUNCIL CHAMBER
MARCH 2, 2009
6:00 P.M.

CALL TO ORDER

Pursuant to due call and notice, Mayor Nowaczek called the regular City Council meeting of March 2, 2009 to order at 6:00 p.m., and asked Councilmembers, staff and the audience to join in pledging allegiance to the American Flag.

ROLL CALL

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

Members Absent: None

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

PROCLAMATIONS/COMMENDATIONS/PETITIONS

1. Police Chief Eastman recognized Officer Pat Logan for saving the life of a resident who was choking during an incident in January. She also noted that Officer Logan would be retiring from the Bayport Police Department at the end of March, after 29 years on the force.
2. Police Chief Eastman introduced Keylo, the Police Department's new K-9, and his handler, Officer Jay Jackson. Keylo will be used for narcotics detection, human scent tracking, and at community events, including National Night Out and Safety Camp. Funding for this new program was made possible through donations, and resident David Levy's sponsorship efforts were noted. Officer Jackson thanked the City Council for their support of the K-9 program and described the 13-month process in selecting and training the dog. Keylo has been certified through the United States Police Canine Association.
3. The February 2009 recycling award went to Alex Hove.

OPEN FORUM

1. Ralph Rothe, 191 3rd Street South, thanked Officer Pat Logan for his quick thinking in performing the Heimlich maneuver on him last month during a meal at the Bayport American Legion.
2. Clayton Eckles spoke on behalf of Mary-Claire Holst, 986 Inspiration Parkway, regarding a problem with water usage during the construction phase of her home and the subsequent charge to her utility account. Administrator McGuire reviewed the city's special assessment policy and stated the closing company did not provide a written request for a special assessment search, prior to Ms. Holst purchasing the home. Mayor Nowaczek recommended amending the agenda to continue this issue to the new business portion of the meeting.

CONSENT AGENDA

Mayor Nowaczek read items 1-9 on the consent agenda.

Councilmember Carlson introduced the following resolution and moved its adoption:

Resolution 09-05

RESOLUTION, CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA, APPROVING CONSENT AGENDA ITEMS 1-9 FROM THE MARCH 2, 2009 CITY COUNCIL AGENDA

1. February 2, 2009 City Council regular meeting minutes
2. February payables and receipts
3. February building, plumbing and mechanical permits
4. Snowplowing contract with the State of Minnesota for Highway 95
5. Support of the 34th Red Bull Infantry Division's deployment to Iraq

6. Safety Camp registration fee
7. Separation agreement with Officer Patrick Logan
8. Replacement of Police Chief squad vehicle
9. Payment request to State of Minnesota to reimburse City of Bayport for MSCWMO Perro Creek Outlet Project costs to date

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

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

PUBLIC HEARINGS – None

COUNCIL LIAISON REPORTS

Councilmember Seeberger reported the February Planning Commission meeting was cancelled, due to lack of business.

Councilmember Carlson (alternate liaison) reported on the February 12, 2009 meeting of the Middle St. Croix Watershed Management Organization (MSCWMO). The Minnesota Board of Water and Soil Resources (BOWSR) denied the MSCWMO's request to revise the slopes rule from 12% to 24% and will consider projects on slopes on an individual basis. Upcoming workshops include "Linking Land Use with Water Quality" on Tuesday, March 31, 2009, 6:00-9.00 p.m., at the Stillwater Public Library, and "A View from the River," on June 17, 2009, 5.30-9:00 p.m. The cost is $10.00 for this boat trip excursion. The next MSCWMO meeting is scheduled for Thursday, March 12, 2009, 7:00 p.m., at the Valley Ridge Mall.

Councilmember Johnson reported on the February 26, 2009 meeting of the Library Board. A library patron thanked the library for the friendly service offered by the library staff. The board decided to meet the requested 5% reduction in the library's 2009 budget by reducing Wednesday hours to 4:00-8:00 p.m., effective immediately. The library received special recognition from the Library Journal as one of eight Minnesota public libraries recognized as an American Star Library The next meeting is scheduled for Thursday, March 26, 2009, 6:00 p.m., at the library.

Councilmember Johnson reported on the Cable Commission meeting of Wednesday, February 18, 2009. Dan Erickson was elected as its chairperson for 2009, and authorization was given to purchase a van for staff members' use during photo shoots. Residents were encouraged to check out the commission's website, valleyaccesschannels.tv The next meeting is scheduled for Wednesday, April 15, 2009, 7:00 p.m , at the cable studio located in the Valley Ridge Mall.

Councilmember Carlson reported the next Lower St Croix Partnership meeting is scheduled for Wednesday, March 18, 2009, 7:00 p.m., at the Hudson Government Center.

UNFINISHED BUSINESS

Update on Barker's Alps Phase I improvements: Administrator McGuire reviewed a proposal from Neighborhood Development Partners (NDP), the current Inspiration developer, that would expand the scope of the Phase I improvements. NDP is interested in financing their required park improvements and $20,000.00 toward construction of a tot lot at the south end of the park through the Chapter 429 assessment process. The total estimated cost of $280,000.00 would be assessed against the remaining 88 Inspiration lots, and the city would be reimbursed as the lots are sold. Administrator McGuire explained the Chapter 429 process and believes it would be a viable option. Discussion followed on the impact on park dedication fees, the timing required for the developer's improvements, the risk level to the city,

public input opportunity, the funding source, and whether the Chapter 429 process would slow down the park improvement project. Engineer Peters stated a feasibility study would be required as part of the Chapter 429 process.

It was moved by Councilmember Johnson and seconded by Councilmember Kraftson to support staff's efforts to pursue improvements to satisfy conditions in the Inspiration development's final plat and financed through the Chapter 429 process and to prepare the necessary paperwork, including a feasibility report, for City Council approval at a future meeting. Motion carried.

Consider approval of the storm sewer easement and agreement: Attorney Vivian reviewed a handout of the final draft of the storm sewer easement and agreement between Andersen Corporation and the City of Bayport for the Perro Creek Outlet Project. He explained that Andersen Corporation had asked for a waiver of the liability caps as provided by state law and a five million dollar indemnification for any injury that would occur in the easement area. The city and MSCWMO staff agreed to a liability cap up to the city's current insurance coverage, and recommended approval of the agreement.

It was moved by Councilmember Carlson and seconded by Councilmember Johnson to approve the storm sewer easement and agreement and authorize execution. Motion carried.

Consider award of the MSCWMO Perro Creek Outlet Project Engineer Peters reviewed the bids, including Alternate A, noting that the 17 bids ranged from a high of $1,371,372.11 to a low of $850,582.49, submitted by Geislinger and Sons, Inc., Watkins, Minnesota. The engineer's estimate was $919,124.80. Staff believes the lower bidder has the financial responsibility to complete the project and recommended awarding the bid to Geislinger and Sons, Inc

It was moved by Councilmember Carlson and seconded by Councilmember Kraftson to award the MSCWMO Perro Creek Outlet Project to Geislinger and Sons, Inc., Watkins, Minnesota, in the amount of $850,582 49, which includes Alternate A in the amount of $7,206.00 Motion carried.

Consider agreement with SEH for professional services for Perro Creek Outlet Project: Engineer Peters noted the MSCWMO has already approved this agreement amendment, and as the fiscal agent for the project, the City of Bayport's approval is also required. The amendment includes $7,737.50 for providing updated design services due to the time lag from 2003 to present, and an estimated $134,315.00 for construction services. Councilmember Kraftson questioned the cost of the estimated $285,000.00 for engineering services, roughly 30% of the construction cost. Engineer Peters stated that the project bids were very favorable, resulting in a higher ratio of engineering costs than in past years.

It was moved by Councilmember Kraftson and seconded by Councilmember Carlson to approve the amendment to the agreement for professional services between the MSCWMO and SEH, for an additional $7,737.50 in design services, for a total of $151,737.50, and an estimated $134,315.00 for construction services. Motion carried.

NEW BUSINESS

Consider an amendment to the city's ordinance regarding liquor licenses: Attorney Vivian reviewed a recommendation to modify the city's liquor license ordinance to allow for the imposition of conditions on liquor licenses He stated the changes simply clarify the ordinances and more clearly reflect state law and intent. He stated the modifications would have no impact on current liquor licenses and/or any pending litigation. Councilmember Johnson questioned whether the modification should contain specific language that the conditions relate to the health, safety and welfare of residents. Attorney Vivian stated that he was comfortable with the proposed language and its intent.

Councilmember Johnson introduced the following ordinance and moved its adoption:

ORDINANCE NO. 805

AN ORDINANCE OF THE CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA, AMENDING CHAPTER 6, ALCOHOLIC BEVERAGES, OF THE BAYPORT CITY CODE

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

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

Discussion of Mary-Clare Holst water bill: Discussion continued on the property owner's request to reimburse her for the water used during the construction of her home, which has been assessed to her property taxes (approximately $1,000.00). She has paid half of the assessment to date. Attorney Vivian noted the City Council would be setting a precedent by waiving the fees The property owner believes there was a problem with the meter since the massive water usage (346,000 gallons) was recorded between November 2006 and the end of December. Councilmembers voiced support for waiving the fee, due to the unique circumstances of this issue and the homeowner's efforts to collect payment from the builder

It was moved by Councilmember Johnson and seconded by Councilmember Kraftson that the City of Bayport accept an assignment of Mary-Clare Holst's judgment against the builder for the amount of this assessment, and upon that assignment, the City of Bayport will treat the half that has not been paid as a credit against Ms. Holst's future water bills and remove the other half from the county assessment roll. Motion carried.

COUNCIL ITEMS AND ANNOUNCEMENTS

1. Councilmember Kraftson thanked city staff for the great job in keeping Bayport's skating rinks in good condition this winter.

CITY ADMINISTRATOR STAFF ITEMS AND ANNOUNCEMENTS

Discuss potential 2009 budget revenue loss workshop: City department heads are taking measures to meet the anticipated cut in local government aid (LGA), such as delaying equipment purchases and cutting back on staffed library hours. Administrator McGuire recommended waiting until the final LGA numbers are available to schedule a workshop and/or bring budget cut recommendations to the City Council.

Code enforcement discussion: Administrator McGuire requested direction from the City Council on how vigorously city staff should enforce violations of city code regarding outdoor storage and property maintenance issues. It was decided to add this topic as a discussion item during the budget workshop to be scheduled in the near future.

Closed session to discuss pending litigation: It was moved by Councilmember Carlson and seconded by Councilmember Johnson to adjourn to closed session at 7:33 p.m to discuss pending litigation. Motion carried.

Mayor Nowaczek resumed the regular meeting at 8:20 p.m Mayor Nowaczek stated discussions continue to settle a pending lawsuit.

ADJOURNMENT

It was moved by Councilmember Carlson and seconded by Councilmember Johnson to adjourn the meeting at 8 22 p.m. Motion carried.

BAYPORT, MN

REVENUE SUMMARY YTD THRU 03/31/2009

FUND	FUND Descr	2009 Budget	2009 YTD Amt	2009 % of Budget	2009 % of Budget Remain
		$0 00	$0 00	0 00%	0 00%
101	GENERAL	$2 135,878 00	$210,895 67	9 87%	90 13%
102	STREET RECONSTRUCTION	$0 00	$0 00	0 00%	0 00%
103	G O TIF BD FUND 1990 CAP PROJ	$0 00	$0 00	0 00%	0 00%
106	TIF ECON DEV DIST 2	$0 00	$0 00	0 00%	0 00%
107	TIF REDEVELOPMENT DISTRICT 2-1	$0 00	$0 00	0 00%	0 00%
200	FIRE EQUIPMENT REPLACEMENT FUN	$0 00	$400 00	0 00%	0 00%
202	DRUG FORFEITURE	$0 00	$0 51	0 00%	0 00%
203	PUBLIC WORKS EQUIPMENT REPL	$0 00	$0 00	0 00%	0 00%
204	RECREATION CAP EQUIP & MAINT	$0 00	$696 36	0 00%	0 00%
205	TAX STABILIZATION FUND	$0 00	$0 00	0 00%	0 00%
206	WATER/SEWER IMPROVEMENT FUND	$0 00	$24 421 76	0 00%	0 00%
207	PARK IMPROVEMENT FUND	$0 00	$0 00	0 00%	0 00%
208	PRISON SEWER PROJECT	$0 00	$0 00	0 00%	0 00%
209	DEVELOPER REIMBURSED PROJECTS	$0 00	$0 00	0 00%	0 00%
210	K-9 UNIT	$0 00	-$6,230 00	0 00%	0 00%
211	LIBRARY	$286,447 00	$1,424 71	0 50%	99 50%
303	GO TIF BOND 1990 DEBT SERVICE	$0 00	$0 00	0 00%	0 00%
412	CEMETERY CAPITAL IMPROV	$0 00	$0 00	0 00%	0 00%
413	POLICE EQUIPMENT FUND	$0 00	$0 00	0 00%	0 00%
414	OFFICE AUTOMATION	$0 00	$0 00	0 00%	0 00%
415	MUNICIPAL BLDGS MAINT	$0 00	$0 00	0 00%	0 00%
601	WATER	$432 649 00	$44 960 00	10 39%	89 61%
602	SEWER	$641 750 00	$216 201 69	33 69%	66 31%
800	INVESTMENTS-POOLED	$0 00	$173 11	0 00%	0 00%
803	P & Z ESCROWS	$0 00	$500 00	0 00%	0 00%
851	NON EXP TRUST	$0 00	$0 00	0 00%	0 00%
		$3 496,724 00	$493,443 81	14 11%	85 89%

BAYPORT, MN

MONTHLY RECEIPTS

Period Name. MARCH

FUND	Tran Date	Amount	Refer Comments	Account Descr
FUND 101 GENERAL				
101	3/5/2009	$25 00	15481 ATTORNEY TITLE OF BAYPORT - ASSE	R 101-00000-34105 USER FE
101	3/12/2009	$50 00	15486 SPECIAL EVENT APP FEE - QTR CENT	R 101-00000-34105 USER FE
101	3/26/2009	$25 00	15506 471 MARINER DRIVE	R 101-00000-34105 USER FE
101	3/31/2009	$25 00	15510 ATTORNEY'S TITLE OF BAYPORT - ASS	R 101-00000-34105 USER FE
101	3/5/2009	$0 50	15482 SURCHARGE	G 101-20104 STATE SURCHA
101	3/5/2009	$0 50	15483 SURCHARGE	G 101-20104 STATE SURCHA
101	3/5/2009	$0 50	15484 SURCHARGE	G 101-20104 STATE SURCHA
101	3/26/2009	$0 50	15502 SURCHARGE	G 101-20104 STATE SURCHA
101	3/26/2009	$1 50	15504 SURCHARGE	G 101-20104 STATE SURCHA
101	3/26/2009	$4 10	15507 SURCHARGE	G 101-20104 STATE SURCHA
101	3/31/2009	$0 50	15511 SURCHARGE	G 101-20104 STATE SURCHA
101	3/31/2009	$0 50	15512 HAUSSNER PLUMBING - PLMB PERMIT	G 101-20104 STATE SURCHA
101	3/31/2009	$5 00	15517 SURCHARGE	G 101-20104 STATE SURCHA
101	3/26/2009	$6 75	15499 JERRY HALEY - PARK RESERVATION	G 101-20603 SALES TAX PAY
101	3/31/2009	$100 00	15518 REFUND PREMIUM (KATHY MCDONALD	G 101-27106 AMERITAS
101	3/5/2009	$60 67	15473 HEALTH INS	G 101-27109 MEDICA
101	3/12/2009	$60 67	15490 HEALTH INSURANCE	G 101-27109 MEDICA
101	3/5/2009	$30 00	15483 BUSINESS LICENSE	R 101-41910-32100 BUSINES
101	3/17/2009	$30 00	15498 MASTER MECHANICAL INC - CONTRAC	R 101-41910-32100 BUSINES
101	3/26/2009	$88 50	15504 PERMIT	R 101-41910-32210 BUILDING
101	3/26/2009	$177 00	15507 PERMIT	R 101-41910-32210 BUILDING
101	3/31/2009	$191 75	15517 PERMIT	R 101-41910-32210 BUILDING
101	3/31/2009	$124 64	15517 PLAN REVIEW	R 101-41910-32210 BUILDING
101	3/31/2009	$75 00	15512 PERMIT	R 101-41910-32220 PLUMBIN
101	3/5/2009	$75 00	15482 PERMIT	R 101-41910-32230 MECHANI
101	3/5/2009	$75 00	15483 PERMIT	R 101-41910-32230 MECHANI
101	3/5/2009	$75 00	15484 PERMIT	R 101-41910-32230 MECHANI
101	3/26/2009	$75 00	15502 MECH PERMIT	R 101-41910-32230 MECHANI
101	3/31/2009	$75 00	15511 PERMIT	R 101-41910-32230 MECHANI
101	3/12/2009	$8 79	15491 REIMBURSTMENT - CELL PHONES CHA	E 101-42100-321 COMMUNIC
101	3/5/2009	$10 00	15475 DEBRA FRANCES - PET LICENSE	R 101-42100-32240 ANIMAL F
101	3/12/2009	$10 00	15485 MARIAN REIER - PET LICENSE	R 101-42100-32240 ANIMAL F
101	3/17/2009	$10 00	15493 STEPHANIE DAHL	R 101-42100-32240 ANIMAL F
101	3/17/2009	$10 00	15496 SUSAN GULBRANSON - PET LICENSE	R 101-42100-32240 ANIMAL F
101	3/17/2009	$30 00	15497 MARY CLAIRE - HOLST - 3 PET LICENS	R 101-42100-32240 ANIMAL F
101	3/31/2009	$20 00	15509 ELAINE HOGBERG - PET LICENSE	R 101-42100-32240 ANIMAL F
101	3/31/2009	$20 00	15513 CLAYTON HORMAN - PET LICENSE	R 101-42100-32240 ANIMAL F
101	3/12/2009	$0 50	15489 COPIES - POLICE DEPT	R 101-42100-34201 POLICE A
101	3/26/2009	$3 25	15505 CHRISTINA NEWELL - POLICE COPIES	R 101-42100-34201 POLICE A
101	3/19/2009	$1,736 21	15500 WASH CO FINE FEE FEB 2009	R 101-42100-35101 COURT FI
101	3/12/2009	$20 00	15487 TOPPER # 2418	R 101-42200-32200 NONBUSI
101	3/12/2009	$20 00	15487 NORTON # 2227	R 101-42200-32200 NONBUSI
101	3/17/2009	$195 73	15494 FIRE PERMITS - FEB 09	R 101-42200-32200 NONBUSI
101	3/19/2009	$3,000 00	15501 FIREFIGHTERS RELIEF ASSOC	R 101-42200-33421 FIRE STA
101	3/5/2009	$36 868 00	15474 2009 FIRE PROTECTION - 1ST QTR	R 101-42200-34202 FIRE CON
101	3/5/2009	$31 611 00	15478 2009 FIRE CONTRACT	R 101-42200-34202 FIRE CON
101	3/5/2009	$50 00	15476 AFSCME LOCAL 600 - PARK SHELTER	R 101-43200-34780 PARK FE
101	3/26/2009	$100 00	15499 JERRY HALEY - PARK RESERVATION	R 101-43200-34780 PARK FE
101	3/26/2009	$250 00	15503 WINTER SURCHARGE	R 101-43300-34940 CEMETE
101	3/26/2009	$300 00	15503 HEADSTONE DEPOSIT	R 101-43300-34940 CEMETE
101	3/26/2009	$200 00	15503 CREMAINS BURIAL	R 101-43300-34940 CEMETE
101	3/12/2009	$1,700 00	15492 OFFICE OF COURT ADMINISTRATOR -	E 101-43300-410 REPAIR & M
FUND 101 GENERA		$77 632 06		
FUND 206 WATER/SEWER IMPROVEMENT FUND				
206	4/1/2009	$17 10	0 UB AR Surc 3 TRUNK WATER	R 206-00000-37106 TRUNK W
206	3/16/2009	$209 00	0 UB AR Surc 23 TRUNK SEWER	R 206-00000-37106 TRUNK W
206	4/1/2009	$24 39	0 UB AR Surc 23 TRUNK SEWER	R 206-00000-37106 TRUNK W
206	3/12/2009	$35 83	0 UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	3/17/2009	$11,002 30	0 UB Receipt Surc 23 TRUNK SEWER	G 206-12103 A/R GEN BILLIN

BAYPORT, MN

MONTHLY RECEIPTS

Period Name: MARCH

FUND	Tran Date	Amount	Refer Comments	Account Descr
206	3/12/2009	$29 65	0 UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	3/5/2009	$60 53	0 UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	3/5/2009	$68 54	0 UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	3/17/2009	$12 65	0 UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	3/12/2009	$312 07	0 UB Receipt Surc 23 TRUNK SEWER	G 206-12103 A/R GEN BILLIN
206	3/17/2009	$12 91	0 UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	4/1/2009	-$48 45	0 UB AR Serv Adj 26 TRUNK W/RESI	R 206-41900-37106 TRUNK W
206	4/1/2009	$3,287 25	0 UB AR Serv 26 TRUNK W/RESI	R 206-41900-37106 TRUNK W
206	3/16/2009	$3 00	0 UB AR Serv 26 TRUNK W/RESI	R 206-41900-37106 TRUNK W
206	4/1/2009	$108 12	0 UB AR Serv 21 TRUNK/W COMB	R 206-41900-37107 TRUNK W
206	4/1/2009	-$1 20	0 UB AR Serv Adj 27 TRUNK W/COMM	R 206-41900-37107 TRUNK W
206	4/1/2009	$237 06	0 UB AR Serv 27 TRUNK W/COMM	R 206-41900-37107 TRUNK W
206	4/1/2009	$1 000 74	0 UB AR Serv 28 TRUNK W/IND	R 206-41900-37108 TRUNK W
206	3/16/2009	$3 06	0 UB AR Serv 36 TRUNK S/RESI	R 206-41900-37206 TRUNK S
206	4/1/2009	$3,433 20	0 UB AR Serv 36 TRUNK S/RESI	R 206-41900-37206 TRUNK S
206	4/1/2009	-$39 81	0 UB AR Serv Adj 36 TRUNK S/RESI	R 206-41900-37206 TRUNK S
206	4/1/2009	$105 45	0 UB AR Serv 31 TRUNK/S COMB	R 206-41900-37207 TRUNK S
206	4/1/2009	$5 64	0 UB AR Serv 41 TRUNK SEWER 1ST	R 206-41900-37207 TRUNK S
206	4/1/2009	$254 01	0 UB AR Serv 37 TRUNK S/COMM	R 206-41900-37207 TRUNK S
206	4/1/2009	$463 65	0 UB AR Serv 38 TRUNK S/IND	R 206-41900-37208 TRUNK S
FUND 206 WATER/		$20 596 69		
FUND 211 LIBRARY				
211	3/31/2009	$108 50	15514 LIBRARY - SERVICE CHG'S	R 211-45500-34760 LIBRARY
211	3/31/2009	$175 00	15515 LIBRARY - ROOM RENTAL	R 211-45500-36220 RENTAL I
211	3/31/2009	$50 00	15516 KATHERINE MOORE - LIBRARY DONATI	R 211-45500-36230 DONATIO
FUND 211 LIBRARY		$333 50		
FUND 601 WATER				
601	3/17/2009	$107 56	0 UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	3/12/2009	$9 17	0 UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	3/17/2009	$7 71	0 UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	3/12/2009	$298 60	0 UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	3/12/2009	$17 12	0 UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	3/17/2009	$2 62	0 UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	3/5/2009	$15 84	0 UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	3/5/2009	$626 19	0 UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	3/5/2009	$42 51	0 UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	4/1/2009	$0 45	0 UB AR Surc 21 SALES TAX	G 601-20603 SALES TAX PAY
601	4/1/2009	$769 99	0 UB AR Surc 20 STATE TAX	G 601-20603 SALES TAX PAY
601	4/1/2009	-$0 83	0 UB AR Surc Adj 20 STATE TAX	G 601-20603 SALES TAX PAY
601	3/19/2009	$1,404 00	15500 MN CORRECTIONAL FACILITY WATER	R 601-46120-36240 REFUND
601	4/1/2009	$695 00	0 UB AR Serv 4 COMM W/COMB	R 601-46120-37110 WATER R
601	4/1/2009	-$468 58	0 UB AR Serv Adj 1 WATER	R 601-46120-37110 WATER R
601	4/1/2009	-$10 00	0 UB AR Serv Adj 5 COMM WATER	R 601-46120-37110 WATER R
601	4/1/2009	-$1 59	0 UB AR Serv Adj 8 SAFE WT'R FE	R 601-46120-37110 WATER R
601	3/12/2009	$0 25	0 UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	4/1/2009	$28,794 00	0 UB AR Serv 1 WATER	R 601-46120-37110 WATER R
601	4/1/2009	$12 50	0 UB AR Serv 2 WATER ONLY	R 601-46120-37110 WATER R
601	3/17/2009	$49 25	0 UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	4/1/2009	$8,447 00	0 UB AR Serv 3 INDUSTRIAL	R 601-46120-37110 WATER R
601	4/1/2009	$2 005 50	0 UB AR Serv 5 COMM WATER	R 601-46120-37110 WATER R
601	3/16/2009	$25 00	0 UB AR Serv 1 WATER	R 601-46120-37110 WATER R
601	4/1/2009	$20 00	0 UB AR Serv 6 WATER METER2	R 601-46120-37110 WATER R
601	4/1/2009	$100 17	0 UB AR Serv 8 SAFE WT'R FE	R 601-46120-37110 WATER R
601	4/1/2009	$205 00	0 UB AR Serv 9 INSTITUTION	R 601-46120-37110 WATER R
601	3/12/2009	$25 00	15488 BAYPORT HOMES LLC - TURN UTILITY	R 601-46120-37110 WATER R
601	4/1/2009	-$2 50	0 UB AR Serv Pen Adj 5 COMM WATER	R 601-46120-37111 LATE CH
601	4/1/2009	-$17 50	0 UB AR Serv Pen Adj 1 WATER	R 601-46120-37111 LATE CH
601	4/1/2009	$893 63	0 UB AR Surc 19 STATE SER CH	R 601-46120-37120 STATE S

BAYPORT, MN

MONTHLY RECEIPTS

Period Name: MARCH

FUND	Tran Date	Amount	Refer Comments	Account Descr
601	4/1/2009	-$19 91	0 UB AR Surc Adj 19 STATE SER CH	R 601-46120-37120 STATE S
601	3/16/2009	$0 76	0 UB AR Surc 19 STATE SER CH	R 601-46120-37120 STATE S
FUND 601 WATER		$44,053 91		
FUND 602 SEWER				
602	3/17/2009	$7 71	0 UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLIN
602	3/5/2009	$504 54	0 UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLIN
602	3/5/2009	$42 51	0 UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLIN
602	3/5/2009	$1 20	0 UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLIN
602	3/26/2009	$16,541 25	0 UB Receipt Serv 19 PRISON SEWER	G 602-14602 SEWER BILLIN
602	3/17/2009	$91,685 80	0 UB Receipt Serv 17 PLANT	G 602-14602 SEWER BILLIN
602	3/12/2009	$247 12	0 UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLIN
602	3/17/2009	$105 34	0 UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLIN
602	3/12/2009	$2,600 60	0 UB Receipt Serv 13 NSP SEWER	G 602-14602 SEWER BILLIN
602	3/12/2009	$17 12	0 UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLIN
602	3/16/2009	$25 50	0 UB AR Serv 10 SEWER	R 602-46200-37210 SEWER R
602	4/1/2009	$3,869 00	0 UB AR Serv 23 INDUSTRI SEW	R 602-46200-37210 SEWER R
602	4/1/2009	$47 20	0 UB AR Serv 15 1ST SEWER	R 602-46200-37210 SEWER R
602	4/1/2009	$30 128 25	0 UB AR Serv 10 SEWER	R 602-46200-37210 SEWER R
602	4/1/2009	$754 40	0 UB AR Serv 24 SEWER COMMER	R 602-46200-37210 SEWER R
602	4/1/2009	$2 105 70	0 UB AR Serv 25 COMM SEWER	R 602-46200-37210 SEWER R
602	4/1/2009	$217 40	0 UB AR Serv 29 INSTIT SEWER	R 602-46200-37210 SEWER R
602	4/1/2009	-$334 20	0 UB AR Serv Adj 10 SEWER	R 602-46200-37210 SEWER R
602	4/1/2009	$48 50	0 UB AR Serv 20 SEWER ONLY	R 602-46200-37210 SEWER R
602	4/1/2009	-$17 50	0 UB AR Serv Pen Adj 10 SEWER	R 602-46200-37211 SEWER L
602	3/16/2009	$16,541 25	0 UB AR Serv 19 PRISON SEWER	R 602-46200-37220 PRISON S
602	3/16/2009	$1,741 70	0 UB AR Serv 13 NSP SEWER	R 602-46200-37230 NSP COL
FUND 602 SEWER		$166,880 39		
		$309,496 55		

BAYPORT, MN

EXPENSE SUMMARY YTD THRU 03/31/09

3 Month = 25.02

DEPT	DEPT Descr	2009 Budget	2009 YTD Amt	Balance	2009 % of Budget Remain
FUND 101 GENERAL					
00000	GENERAL GOVERNMENT	$0 00	$0 00	$0 00	0 00%
41100	ELECTIONS	$1 000 00	$856 00	$144 00	14 40%
41200	MAYOR & COUNCIL	$144 846 00	$34 883 82	$109 962 18	75 92%
41240	RECYCLING	$9,495 00	$1 031 39	$8 463 61	89 14%
41400	ADMINISTRATION	$152,887 54	$32,095 58	$120,791 96	79 01%
41903	DEBT SERVICE	$0 00	$0 00	$0 00	0 00%
41910	PLANNING & ZONING	$210,168 00	$43,354 72	$166,813 28	79 37%
41940	MUNICIPAL BUILDINGS	$46,591 00	$14,178 73	$32,412 27	69 57%
42100	POLICE	$669,684 34	$128 316 72	$541,367 62	80 84%
42200	FIRE PROTECTION	$393 893 00	$23 022 32	$370,870 68	94 16%
43100	STREET MAINT	$293 172 00	$39 529 24	$253 642 76	86 52%
43160	STREET LIGHTING	$22 400 00	$7 209 44	$15 190 56	67 82%
43200	PARKS	$88,676 00	$12,990 96	$75 685 04	85 35%
43300	CEMETERY	$11,100 00	-$1,403 02	$12 503 02	112 64%
44100	PROJECT	$50,000 00	$0 00	$50,000 00	100 00%
44200	TRANSFER OUT-DEBT SERVIC	$0 00	$0 00	$0 00	0 00%
FUND 101 GENERAL		$2,093,912 88	$336,065 90	$1,757,846 98	83 95%
FUND 208 PRISON SEWER PROJECT					
44100	PROJECT	$0 00	$0 00	$0 00	0 00%
FUND 208 PRISON SEWER PROJECT		$0 00	$0 00	$0 00	0 00%
FUND 209 DEVELOPER REIMBURSED PROJECTS					
41911	BAYTOWN DEVELOPMENTS	$0 00	$0 00	$0 00	0 00%
41912	INSPIRATION	$0 00	$60 74	-$60 74	0 00%
FUND 209 DEVELOPER REIMBURSED PR		$0 00	$60 74	-$60 74	0 00%
FUND 210 K-9 UNIT					
42103	K - 9 UNIT	$0 00	$375 64	-$375 64	0 00%
FUND 210 K-9 UNIT		$0 00	$375 64	-$375 64	0 00%
FUND 211 LIBRARY					
45500	LIBRARY	$272,124 65	$53,182 08	$218,942 57	80 46%
FUND 211 LIBRARY		$272,124 65	$53,182 08	$218,942 57	80 46%
FUND 413 POLICE EQUIPMENT FUND					
41900	CAPITAL IMPROVEMENTS	$0 00	$21 957 00	-$21 957 00	0 00%
42100	POLICE	$0 00	$29 622 30	-$29 622 30	0 00%
FUND 413 POLICE EQUIPMENT FUND		$0 00	$51,579 30	-$51,579 30	0 00%
FUND 601 WATER					
46110	WATER-PUMPHOUSE	$43,814 00	$10,690 84	$33,123 16	75 60%
46120	WATER	$395 147 00	$55 056 83	$340,090 17	86 07%
FUND 601 WATER		$438 961 00	$65 747 67	$373 213 33	85 02%
FUND 602 SEWER					
44100	PROJECT	$0 00	$0 00	$0 00	0 00%
46200	SEWER - OPERATING	$375,438 00	$43,625 08	$331,812 92	88 38%
46990	SEWER - NON-OPERATING	$290,000 00	$78,767 85	$211,232 15	72 84%
FUND 602 SEWER		$665 438 00	$122 392 93	$543 045 07	81 61%
FUND 800 INVESTMENTS-POOLED					
00000	GENERAL GOVERNMENT	$0 00	$0 00	$0 00	0 00%
47000	INTEREST EXP	$0 00	$0 00	$0 00	0 00%
FUND 800 INVESTMENTS-POOLED		$0 00	$0 00	$0 00	0 00%

BAYPORT, MN

EXPENSE SUMMARY YTD THRU 03/31/09

3 Month = 25.02

DEPT	DEPT Descr	2009 Budget	2009 YTD Amt	Balance	2009 % of Budget Remain
FUND 803 P & Z ESCROWS					
41910	PLANNING & ZONING	$0 00	$0 00	$0 00	0 00%
80001	ANDERSEN ESCROW	$0 00	$0 00	$0 00	0 00%
80003	BAYTOWN ANNEXATION	$0 00	$0 00	$0 00	0 00%
80006	OSTERTAG VARIANCE	$0 00	$0 00	$0 00	0 00%
80008	CHARLES LUTZ STREET VACA	$0 00	$0 00	$0 00	0 00%
80010	JERRY PETERSON ESCROW	$0 00	$0 00	$0 00	0 00%
80011	CAPTAINS CORNER	$0 00	$0 00	$0 00	0 00%
80012	FRIENDS OF ST CROIX PREP	$0 00	$7 00	-$7 00	0 00%
80013	BAYPORT MARINA	$0 00	$0 00	$0 00	0 00%
80014	GROUP 41 (MIKE SCHALON	$0 00	$0 00	$0 00	0 00%
80015	GARY SWAGER	$0 00	$0 00	$0 00	0 00%
80016	Pete Miller - Feasi Study	$0 00	$0 00	$0 00	0 00%
80017	AMERICAN LEGION POST 491	$0 00	$441 20	-$441 20	0 00%
80018	MSCWM PERRO CREEK OUTL	$0 00	$56,242 89	-$56,242 89	0 00%
80019	JG HAUSE CONSTRUCTION	$0 00	$8,346 01	-$8,346 01	0 00%
80020	HYNNEK CUP APPLICATION	$0 00	$267 02	-$267 02	0 00%
80021	GORDON TELLINGHUISEN	$0 00	$80 85	-$80 85	0 00%
FUND 803 P & Z ESCROWS		$0 00	$65 384 97	-$65 384 97	0 00%
FUND 999 ACCRUED INT PAYABLE					
41000	DEPRECIATION EXP - GEN GO	$0 00	$0 00	$0 00	0 00%
42000	PUBLIC SAFE CAPITAL OUTLA	$0 00	$0 00	$0 00	0 00%
43000	DEPRECIATION EXP - PUBLIC	$0 00	$0 00	$0 00	0 00%
43100	STREET MAINT	$0 00	$0 00	$0 00	0 00%
43200	PARKS	$0 00	$0 00	$0 00	0 00%
43300	CEMETERY	$0 00	$0 00	$0 00	0 00%
44000	DEPRECIATION EXP - LIBRARY	$0 00	$0 00	$0 00	0 00%
45000	DEPRECIATION EXP - PARKS	$0 00	$0 00	$0 00	0 00%
47000	INTEREST EXP	$0 00	$0 00	$0 00	0 00%
FUND 999 ACCRUED INT PAYABLE		$0 00	$0 00	$0 00	0 00%
		$3,470,436 53	$694,789 23	$2,775,647 30	79 98%

BAYPORT, MN

MONTHLY EXPENSES

Period Name: MARCH

FUND Search Name	Tran Date	Amount	Act Typ	DEPT	OBJ Comments	OBJ Descr
FUND 101 GENERAL						
DEPT 41100 ELECTIONS						
101 WASHINGTON COUNTY	4/1/2009	$386 00	E	**41100**	416 SPECIAL ASMT BILLING	REPAIR/MAINT O
DEPT 41100 ELECTIONS		$386 00				
DEPT 41200 MAYOR & COUNCIL						
101	3/20/2009	$1,274 63	E	**41200**	101 Labor Distribution	WAGES AND SAL
101	3/20/2009	$79 03	E	**41200**	122 Labor Distribution	CONT TO RET , S
101	3/20/2009	$18 48	E	**41200**	170 Labor Distribution	MEDICARE
101 INNOVATIVE OFFICE SOLUTI	3/12/2009	$1 54	E	**41200**	201 OFFICE SUPPLIES	OFFICE SUPPLIE
101 OFFICE SUPPLY CONNECTI	3/12/2009	$2 09	E	**41200**	201 OFFICE SUPPLIES	OFFICE SUPPLIE
101 QUILL	3/23/2009	$2 44	E	**41200**	201 OFFICE SUPPLIES	OFFICE SUPPLIE
101 OFFICE SUPPLY CONNECTI	4/1/2009	$1 47	E	**41200**	201 OFFICE SUPPLIES	OFFICE SUPPLIE
101 BUSINESS FORMS & ACCOU	3/17/2009	$13 30	E	**41200**	201 LASER UTILITY BILL	OFFICE SUPPLIE
101 ECKBERG LAMMERS BRIG	3/12/2009	$67 50	E	**41200**	300 LIQUOR LICENSE ORDIANCE	PROF SER-LEGAL
101 ECKBERG, LAMMERS BRIG	3/12/2009	$67 50	E	**41200**	300 2008 ANNUAL AUDIT LETTER	PROF SER-LEGAL
101 ECKBERG, LAMMERS BRIG	3/12/2009	$455 00	E	**41200**	300 COUNCIL & STAFF MTGS	PROF SER-LEGAL
101 ECKBERG, LAMMERS BRIG	3/12/2009	$1,017 40	E	**41200**	300 PERA - MCGUIRE	PROF SER-LEGAL
101 S E H	3/23/2009	$542 81	E	**41200**	301 MISCELLANEOUS ENGINEER	PROF SER-ENGIN
101 COMPLETE HEALTH ENVIRO	3/12/2009	$437 50	E	**41200**	302 MAINTENANCE PLAN - FEB 200	CONTRACT SERV
101 ABDO EICK & MEYERS LLP	3/31/2009	$4 900 00	E	**41200**	303 2008 YEAR END ACCOUNTING	PROF SER-AUDIT
101 ABDO EICK & MEYERS LLP	3/4/2009	$1,189 00	E	**41200**	303 STATEMENT RECONCILIATION	PROF SER-AUDIT
101 WISCONSIN DEPT OF REVE	3/3/2009	$10 00	E	**41200**	306 RENEWAL FEE - WITHHOLDING	PROF SER-OTHE
101 STILLWATER GAZETTE	3/23/2009	$17 12	E	**41200**	350 ORDINANCE 805S	PRINTING & PUBL
101 PETTY CASH	3/4/2009	$2 00	E	**41200**	402 PARKING METER	CONFERENCES &
101 PETTY CASH	3/4/2009	$12 00	E	**41200**	402 STAFF MTG	CONFERENCES &
101 MAMA	3/23/2009	$23 00	E	**41200**	402 LEGISLATIVE UPDATE BY MET	CONFERENCES &
101 LEAGUE OF MINNESOTA CIT	3/23/2009	$20 00	E	**41200**	402 2009 SAFETY & LOSS CONTRO	CONFERENCES &
101 PETTY CASH	3/4/2009	$15 56	E	**41200**	402 EMPLOYEE MTG	CONFERENCES &
101 PETTY CASH	3/4/2009	$5 00	E	**41200**	402 PARKING	CONFERENCES &
101 PETTY CASH	3/4/2009	$7 00	E	**41200**	402 PARKING	CONFERENCES &
101 US INTERNET	3/12/2009	$46 00	E	**41200**	416 SECURENCE MTLY	REPAIR/MAINT O
DEPT 41200 MAYOR & COUNCIL		$10,227 37				
DEPT 41240 RECYCLING						
101 MANAGEMENT SERVICES	3/16/2009	$157 89	E	**41240**	302 CONSULTING	CONTRACT SERV
101 MANAGEMENT SERVICES	3/3/2009	$182 39	E	**41240**	302 CONSULTING SERVICES	CONTRACT SERV
101 ASHLEY HAMBLE	3/10/2009	$30 00	E	**41240**	370 RECYCLING RECIPIENT	RECYCLING INCE
DEPT 41240 RECYCLING		$370 28				
DEPT 41400 ADMINISTRATION						
101	3/6/2009	$2,303 38	E	**41400**	101 Labor Distribution	WAGES AND SAL
101	2/20/2009	$2,289 56	E	**41400**	101 Labor Distribution	WAGES AND SAL
101	3/6/2009	$155 49	E	**41400**	121 Labor Distribution	P E R A
101	2/20/2009	$154 56	E	**41400**	121 Labor Distribution	P E R A
101	3/6/2009	$141 42	E	**41400**	122 Labor Distribution	CONT TO RET , S
101	2/20/2009	$140 57	E	**41400**	122 Labor Distribution	CONT TO RET , S
101	3/6/2009	$185 78	E	**41400**	126 Labor Distribution	H S A
101	2/20/2009	$185 78	E	**41400**	126 Labor Distribution	H S A
101	2/20/2009	$575 62	E	**41400**	131 Labor Distribution	CONT TO EMPLO
101 LEAGUE OF MINNESOTA CIT	3/17/2009	$1 311 88	E	**41400**	150 WC - FINAL AUDIT 4/1/07-4/1/08	WORKER'S COMP
101	3/6/2009	$33 08	E	**41400**	170 Labor Distribution	MEDICARE
101	2/20/2009	$32 87	E	**41400**	170 Labor Distribution	MEDICARE
101 QUILL	3/23/2009	$14 69	E	**41400**	201 OFFICE SUPPLIES	OFFICE SUPPLIE
101 BUSINESS FORMS & ACCOU	3/17/2009	$79 83	E	**41400**	201 LASER UTILITY BILL	OFFICE SUPPLIE
101 INNOVATIVE OFFICE SOLUTI	3/12/2009	$9 25	E	**41400**	201 OFFICE SUPPLIES	OFFICE SUPPLIE
101 OFFICE SUPPLY CONNECTI	3/12/2009	$12 54	E	**41400**	201 OFFICE SUPPLIES	OFFICE SUPPLIE
101 PETTY CASH	3/4/2009	$40 18	E	**41400**	201 SUPPLIES	OFFICE SUPPLIE
101 PETTY CASH	3/4/2009	$17 82	E	**41400**	201 BREAK ROOM SUPPLIES	OFFICE SUPPLIE
101 PETTY CASH	3/4/2009	$17 82	E	**41400**	201 COFFEE CITY HALL	OFFICE SUPPLIE

BAYPORT, MN

MONTHLY EXPENSES

Period Name: MARCH

FUND	Search Name	Tran Date	Amount	Act Typ	DEPT	OBJ	Comments	OBJ Descr
101	PETTY CASH	3/4/2009	$7 45	E	41400	201	BREAKROOM SUPPLIES	OFFICE SUPPLIE
101	OFFICE SUPPLY CONNECTI	4/1/2009	$8 82	E	41400	201	OFFICE SUPPLIES	OFFICE SUPPLIE
101	MANAGEMENT SERVICES	3/16/2009	$1,473 62	E	41400	302	CONSULTING	CONTRACT SERV
101	MANAGEMENT SERVICES	3/3/2009	$1 702 28	E	41400	302	CONSULTING SERVICES	CONTRACT SERV
101	PETTY CASH	3/4/2009	$1 51	E	41400	322	POSTAGE	POSTAGE
101	TAYLOR, SARA	3/3/2009	$92 67	E	41400	400	MILEAGE	USE OF PERSON
101	MAMA	3/19/2009	$23 00	E	41400	402	2008 APMP HOLIDAY PARTY	CONFERENCES &
101	ADVANCE IMAGING SOLUTI	3/12/2009	$19 47	E	41400	416	EMS - PER COPY CHG	REPAIR/MAINT O
101	TR COMPUTER SALES LLC	3/12/2009	$104 67	E	41400	416	COMPUTER CONSULTING	REPAIR/MAINT O
101	APMP	3/24/2009	$30 00	E	41400	433	2009 MEMBERSHIP/DUES RENE	DUES & MEMBER
	DEPT 41400 ADMINISTRATION		$11,165 61					
	DEPT 41910 PLANNING & ZONING							
101		2/20/2009	$4,310 89	E	41910	101	Labor Distribution	WAGES AND SAL
101		3/6/2009	$4,310 89	E	41910	101	Labor Distribution	WAGES AND SAL
101		2/20/2009	$291 00	E	41910	121	Labor Distribution	P E R A
101		3/6/2009	$291 00	E	41910	121	Labor Distribution	P E R A
101		3/6/2009	$265 60	E	41910	122	Labor Distribution	CONT TO RET , S
101		2/20/2009	$265 60	E	41910	122	Labor Distribution	CONT TO RET , S
101		2/20/2009	$353 87	E	41910	126	Labor Distribution	H S A
101		3/6/2009	$353 87	E	41910	126	Labor Distribution	H S A
101		2/20/2009	$1,071 10	E	41910	131	Labor Distribution	CONT TO EMPLO
101		3/6/2009	$62 12	E	41910	170	Labor Distribution	MEDICARE
101		2/20/2009	$62 12	E	41910	170	Labor Distribution	MEDICARE
101	OFFICE SUPPLY CONNECTI	4/1/2009	$7 35	E	41910	201	OFFICE SUPPLIES	OFFICE SUPPLIE
101	OFFICE SUPPLY CONNECTI	3/12/2009	$10 45	E	41910	201	OFFICE SUPPLIES	OFFICE SUPPLIE
101	QUILL	3/23/2009	$12 24	E	41910	201	OFFICE SUPPLIES	OFFICE SUPPLIE
101	INNOVATIVE OFFICE SOLUTI	3/12/2009	$7 71	E	41910	201	OFFICE SUPPLIES	OFFICE SUPPLIE
101	BUSINESS FORMS & ACCOU	3/17/2009	$66 53	E	41910	201	LASER UTILITY BILL	OFFICE SUPPLIE
101	HOLIDAY FLEET	3/16/2009	$89 23	E	41910	212	FUEL - VEHICLES	MOTOR FUELS &
101	MANAGEMENT SERVICES	3/16/2009	$1,315 73	E	41910	302	CONSULTING	CONTRACT SERV
101	MANAGEMENT SERVICES	3/3/2009	$1,519 90	E	41910	302	CONSULTING SERVICES	CONTRACT SERV
101	TAYLOR, SARA	3/3/2009	$92 68	E	41910	400	MILEAGE	USE OF PERSON
101	UW-EXTENSION	3/24/2009	$50 00	E	41910	402	PROTECTING THE ST CROIX R	CONFERENCES &
101	ADVANCE IMAGING SOLUTI	3/12/2009	$16 23	E	41910	416	EMS - PER COPY CHG	REPAIR/MAINT O
101	TR COMPUTER SALES LLC	3/12/2009	$87 22	E	41910	416	COMPUTER CONSULTING	REPAIR/MAINT O
	DEPT 41910 PLANNING & ZONING		$14 913 33					
	DEPT 41940 MUNICIPAL BUILDINGS							
101	COMCAST	3/27/2009	$34 95	E	41940	321	HIGH SPEED INTERNET	COMMUNICATION
101	OFFICE OF ENT TECHNOLO	3/19/2009	$416 30	E	41940	321	PHONES-FEB	COMMUNICATION
101	OFFICE OF ENT TECHNOLO	3/23/2009	$417 17	E	41940	321	PHONES - JAN	COMMUNICATION
101	XCEL	4/1/2009	$977 72	E	41940	380	ELECTRIC & GAS	ELECTRIC SERVI
101	XCEL	3/3/2009	$1 171 12	E	41940	380	GAS & ELECTRIC SERVICES	ELECTRIC SERVI
101	XCEL	4/1/2009	$724 08	E	41940	381	ELECTRIC & GAS	FUEL FOR HEAT
101	XCEL	3/3/2009	$1,145 23	E	41940	381	GAS & ELECTRIC SERVICES	FUEL FOR HEAT
	DEPT 41940 MUNICIPAL BUILDINGS		$4,886 57					
	DEPT 42100 POLICE							
101		3/6/2009	$510 38	E	42100	050	Labor Distribution	SEASONAL/PART
101		2/20/2009	$627 29	E	42100	050	Labor Distribution	SEASONAL/PART
101		3/6/2009	$14,759 02	E	42100	101	Labor Distribution	WAGES AND SAL
101		2/20/2009	$13,938 48	E	42100	101	Labor Distribution	WAGES AND SAL
101		3/6/2009	$353 76	E	42100	102	Labor Distribution	OVERTIME
101		2/20/2009	$22 11	E	42100	102	Labor Distribution	OVERTIME
101		2/20/2009	$276 00	E	42100	103	Labor Distribution	SPECIAL DUTIES
101	CITY OF WOODBURY	3/31/2009	$1,493 50	E	42100	107	WASHINGTON CO SPECIAL RE	TACTICAL TEAM
101		3/6/2009	$2,162 07	E	42100	121	Labor Distribution	P E R A
101		2/20/2009	$2,020 56	E	42100	121	Labor Distribution	P E R A
101		2/20/2009	$37 59	E	42100	122	Labor Distribution	CONT TO RET S

BAYPORT, MN

MONTHLY EXPENSES

Period Name: MARCH

FUND	Search Name	Tran Date	Amount	Act Typ	DEPT	OBJ	Comments	OBJ Descr
101		3/6/2009	$22 50	E	42100	122	Labor Distribution	CONT TO RET , S
101		3/6/2009	$805 05	E	42100	126	Labor Distribution	H S A
101		2/20/2009	$805 05	E	42100	126	Labor Distribution	H S A
101		2/20/2009	$2 918 58	E	42100	131	Labor Distribution	CONT TO EMPLO
101		2/20/2009	$180 53	E	42100	170	Labor Distribution	MEDICARE
101		3/6/2009	$179 24	E	42100	170	Labor Distribution	MEDICARE
101	QUILL	3/23/2009	$12 24	E	42100	201	OFFICE SUPPLIES	OFFICE SUPPLIE
101	INNOVATIVE OFFICE SOLUTI	3/12/2009	$7 71	E	42100	201	OFFICE SUPPLIES	OFFICE SUPPLIE
101	U S BANK VISA	3/30/2009	$40 52	E	42100	201	CARD # 4798 1754 4300 2124	OFFICE SUPPLIE
101	OFFICE SUPPLY CONNECTI	3/12/2009	$10 45	E	42100	201	OFFICE SUPPLIES	OFFICE SUPPLIE
101	BUSINESS FORMS & ACCOU	3/17/2009	$66 53	E	42100	201	LASER UTILITY BILL	OFFICE SUPPLIE
101	OFFICE SUPPLY CONNECTI	4/1/2009	$7 35	E	42100	201	OFFICE SUPPLIES	OFFICE SUPPLIE
101	JACKSON, JAY	3/16/2009	$124 95	E	42100	208	DESERT SNOW TOOL KIT	UNIFORMS - JAY
101	UNIFORMS UNLIMITED	3/11/2009	$153 40	E	42100	209	UNIFORM ALLOWANCE - WILM	UNIFORMS - WILL
101	UNIFORMS UNLIMITED	3/11/2009	$108 46	E	42100	210	UNIFORM ALLOWANCE - LOGA	UNIFORMS - LOG
101	HOLIDAY FLEET	3/16/2009	$957 29	E	42100	212	FUEL - VEHICLES	MOTOR FUELS &
101	CASPERSON MOTORS	3/30/2009	$32 61	E	42100	212	OIL & FILTER 2502	MOTOR FUELS &
101	CASPERSON MOTORS	3/30/2009	$56 90	E	42100	212	REPLACE HEAD LIGHT 2502	MOTOR FUELS &
101	CASPERSON MOTORS	3/30/2009	$32 61	E	42100	212	OIL & FILTER 2501	MOTOR FUELS &
101	WASHINGTON COUNTY	3/4/2009	$20 00	E	42100	212	93 MERCURY/TITLE ONLY	MOTOR FUELS &
101	WASHINGTON COUNTY	3/4/2009	$20 00	E	42100	212	01 FORD WINDSTAR/TITLE ONL	MOTOR FUELS &
101	WASHINGTON COUNTY	3/4/2009	$20 00	E	42100	212	98 PONITIC/TITLE ONLY	MOTOR FUELS &
101	PETTY CASH	3/4/2009	$23 50	E	42100	220	VEHICLE LICENSING	OPERATING SUP
101	U S BANK VISA	3/30/2009	$5 33	E	42100	220	CARD # 4798 1754 4300 2124	OPERATING SUP
101	U S BANK VISA	3/30/2009	$41 60	E	42100	220	CARD # 4798 1754 4300 2124	OPERATING SUP
101	ECKBERG, LAMMERS, BRIG	3/12/2009	$94 50	E	42100	300	HEALTH INS DISABLED POLICE	PROF SER-LEGAL
101	ECKBERG, LAMMERS, BRIG	3/5/2009	$2 163 00	E	42100	300	PROSECUTION	PROF SER-LEGAL
101	MINNESOTA BOARD OF PEA	3/17/2009	$90 00	E	42100	306	DAVE WYNIA	PROF SER-OTHE
101	MINNESOTA BOARD OF PEA	3/17/2009	$90 00	E	42100	306	QUINN WILLMARTH	PROF SER-OTHE
101	NEXTEL COMMUNICATIONS	3/17/2009	$153 47	E	42100	321	PHONES - POLICE DEPT	COMMUNICATION
101	VERIZON WIRELESS	3/16/2009	$257 97	E	42100	321	PHONES - PD	COMMUNICATION
101	STREICHERS	3/17/2009	$1,177 68	E	42100	403	TRAINING AMMO - POLICE DEP	POLICE TRAININ
101	BUREAU OF CRIMINAL APPR	3/17/2009	$225 00	E	42100	403	ZACH LUND	POLICE TRAININ
101	CENTURY AVENUE COLLISI	3/10/2009	$257 95	E	42100	412	02 IMPALA STARTER - PD	REP & MAINT VE
101	WARNING SYSTEMS	3/3/2009	$87 00	E	42100	412	MAINT - POLICE DEPT	REP & MAINT VE
101	DEPARTMENT OF MOTOR V	3/10/2009	$6 00	E	42100	412	LICENSE 2009 DODGE CHARGE	REP & MAINT VE
101	ADVANCE IMAGING SOLUTI	3/12/2009	$16 23	E	42100	416	EMS - PER COPY CHG	REPAIR/MAINT O
101	U S BANK VISA	3/30/2009	$72 46	E	42100	416	CARD # 4798 1754 4300 2124	REPAIR/MAINT O
101	TR COMPUTER SALES LLC	3/12/2009	$87 22	E	42100	416	COMPUTER CONSULTING	REPAIR/MAINT O
101	CONSOLIDATED CONTAINE	3/17/2009	$174 00	E	42100	444	EVD PROJECT - POLICE DEPT	COMMUNITY PRO
101	NATIONAL ASSOCIATION OF	3/17/2009	$25 00	E	42100	444	NATW MEMBERSHIP - POLICE	COMMUNITY PRO
	DEPT 42100 POLICE		$47 830 64					
	DEPT 42200 FIRE PROTECTION							
101		3/20/2009	$875 00	E	42200	101	Labor Distribution	WAGES AND SAL
101		3/20/2009	$15 50	E	42200	122	Labor Distribution	CONT TO RET S
101		3/20/2009	$8 46	E	42200	170	Labor Distribution	MEDICARE
101	HOLIDAY FLEET	3/16/2009	$177 87	E	42200	212	FUEL - VEHICLES	MOTOR FUELS &
101	BOUND TREE MEDICAL, LLC	3/16/2009	$107 88	E	42200	220	SUPPLIES - FIRE DEPT	OPERATING SUP
101	STILLWATER MEDICAL GRO	3/16/2009	$221 00	E	42200	306	MULTIPLE SERVICES	PROF SER-OTHE
101	STILLWATER MEDICAL GRO	3/16/2009	$40 00	E	42200	306	JACOB ESINGER	PROF SER-OTHE
101	NEXTEL COMMUNICATIONS	3/30/2009	$360 00	E	42200	321	FIRE - PHONES	COMMUNICATION
101	CENTURY COLLEGE	3/16/2009	$300 00	E	42200	402	JACOB EISINGER	CONFERENCES &
101	CENTURY COLLEGE	3/30/2009	$760 80	E	42200	402	ANDREW SWENSON - FIREFIG	CONFERENCES &
101	CENTURY COLLEGE	3/30/2009	$300 00	E	42200	402	JAKE VINDAL - PUBLIC SAFETY	CONFERENCES &
101	BRANDON JOHNSON	3/16/2009	$187 20	E	42200	402	REIMBURSEMENT/MANKATO S	CONFERENCES &
101	EISINGER, JAKE	3/16/2009	$51 95	E	42200	402	REIMBURSEMENT/FIRE SERVIC	CONFERENCES &
101	EISINGER, JAKE	3/16/2009	$1,306 18	E	42200	402	REIMBURSEMENT/MANKATO S	CONFERENCES &
101	EMERGENCY APPARATUS M	3/16/2009	$1,364 81	E	42200	412	MAINTENANCE - FIRE DEPT	REP & MAINT VE
101	BAYPORT FIRE RELIEF ASS	3/19/2009	$3,000 00	E	42200	810	FIRE FIGHTERS RELIEF ASSOC	REFUNDS AND R

BAYPORT, MN

MONTHLY EXPENSES

Period Name MARCH

FUND Search Name	Tran Date	Amount	Act Type	DEPT	OBJ Comments	OBJ Descr
DEPT 42200 FIRE PROTECTION		$9,076 65				
DEPT 43100 STREET MAINT						
101	2/20/2009	$100 00	E	**43100**	050 Labor Distribution	SEASONAL/PART
101	3/6/2009	$118 75	E	**43100**	050 Labor Distribution	SEASONAL/PART
101	2/20/2009	$1,785 60	E	**43100**	101 Labor Distribution	WAGES AND SAL
101	3/6/2009	$1 785 60	E	**43100**	101 Labor Distribution	WAGES AND SAL
101	2/20/2009	$143 28	E	**43100**	102 Labor Distribution	OVERTIME
101	3/6/2009	$2 216 79	E	**43100**	102 Labor Distribution	OVERTIME
101	2/20/2009	$130 22	E	**43100**	121 Labor Distribution	P E R A
101	3/6/2009	$270 17	E	**43100**	121 Labor Distribution	P E R A
101	2/20/2009	$125 00	E	**43100**	122 Labor Distribution	CONT TO RET S
101	3/6/2009	$254 84	E	**43100**	122 Labor Distribution	CONT TO RET S
101	2/20/2009	$94 65	E	**43100**	126 Labor Distribution	H S A
101	3/6/2009	$120 47	E	**43100**	126 Labor Distribution	H S A
101	2/20/2009	$378 12	E	**43100**	131 Labor Distribution	CONT TO EMPLO
101 LEAGUE OF MINNESOTA CIT	3/17/2009	$1,645 12	E	**43100**	150 WC - FINAL AUDIT 4/1/07-4/1/08	WORKER'S COMP
101	3/6/2009	$59 61	E	**43100**	170 Labor Distribution	MEDICARE
101	2/20/2009	$29 25	E	**43100**	170 Labor Distribution	MEDICARE
101 BUSINESS FORMS & ACCOU	3/17/2009	$13 30	E	**43100**	201 LASER UTILITY BILL	OFFICE SUPPLIE
101 OFFICE SUPPLY CONNECTI	4/1/2009	$1 47	E	**43100**	201 OFFICE SUPPLIES	OFFICE SUPPLIE
101 INNOVATIVE OFFICE SOLUTI	3/12/2009	$1 54	E	**43100**	201 OFFICE SUPPLIES	OFFICE SUPPLIE
101 OFFICE SUPPLY CONNECTI	3/12/2009	$2 09	E	**43100**	201 OFFICE SUPPLIES	OFFICE SUPPLIE
101 QUILL	3/23/2009	$2 44	E	**43100**	201 OFFICE SUPPLIES	OFFICE SUPPLIE
101 HOLIDAY FLEET	3/16/2009	$452 90	E	**43100**	212 FUEL - VEHICLES	MOTOR FUELS &
101 U S BANK VISA	3/31/2009	$2 19	E	**43100**	220 CARD # 4798-1754-4300-2009	OPERATING SUP
101 U S BANK VISA	3/31/2009	$18 81	E	**43100**	220 CARD # 4798-1754-4300-2009	OPERATING SUP
101 WASHINGTON CO TRANSPO	3/16/2009	$350 14	E	**43100**	225 SNOW & ICE CONTROL	SALT & SAND PU
101 UNITED RENTALS	3/16/2009	$1,716 67	E	**43100**	240 2 WATER PUMPS	SMALL TOOLS-E
101 GRAINGER	3/16/2009	$95 07	E	**43100**	240 PUMP FLOAT SWITCH	SMALL TOOLS-E
101 ZIEGLER INC	3/31/2009	$83 17	E	**43100**	412 PARTS - VEHCILE REPAIR	REP & MAINT VE
101 CARQUEST AUTO PARTS	3/27/2009	$28 14	E	**43100**	412 OPERATING VEC&MAINT	REP & MAINT VE
101 NORTHERN SAFETY TECHN	3/27/2009	$52 66	E	**43100**	412 HI/LOW INTENSITY SWITCH	REP & MAINT VE
101 CUMMINS NPOWER,LLC	3/31/2009	$146 21	E	**43100**	412 ENGINE PARTS 93 FORD	REP & MAINT VE
101 ZIEGLER INC	3/27/2009	$48 78	E	**43100**	412 PARTS HOSE	REP & MAINT VE
101 CARQUEST AUTO PARTS	3/27/2009	-$34 85	E	**43100**	412 OPERATING VEC&MAINT	REP & MAINT VE
101 CARQUEST AUTO PARTS	3/27/2009	$23 85	E	**43100**	412 OPERATING VEC&MAINT	REP & MAINT VE
101 CARQUEST AUTO PARTS	3/27/2009	$5 63	E	**43100**	412 OPERATING VEC&MAINT	REP & MAINT VE
101 ZIEGLER INC	3/16/2009	$19 73	E	**43100**	412 MAINT	REP & MAINT VE
101 CARQUEST AUTO PARTS	3/27/2009	$14 80	E	**43100**	412 OPERATING VEC&MAINT	REP & MAINT VE
101 RDO EQUIPMENT COMPANY	3/27/2009	$15 33	E	**43100**	412 PARTS - CHIPPER	REP & MAINT VE
101 CARQUEST AUTO PARTS	3/31/2009	$67 27	E	**43100**	412 FILTERS - SWEEPER	REP & MAINT VE
101 U S BANK VISA	3/31/2009	$46 48	E	**43100**	412 CARD # 4798-1754-4300-2009	REP & MAINT VE
101 CARQUEST AUTO PARTS	3/27/2009	-$14 80	E	**43100**	412 OPERATING VEC&MAINT	REP & MAINT VE
101 U S BANK VISA	3/31/2009	$35 54	E	**43100**	412 CARD # 4798-1754-4300-2009	REP & MAINT VE
101 CARQUEST AUTO PARTS	3/27/2009	$64 51	E	**43100**	412 OPERATING VEC&MAINT	REP & MAINT VE
101 ADVANCE IMAGING SOLUTI	3/12/2009	$3 24	E	**43100**	416 EMS - PER COPY CHG	REPAIR/MAINT O
101 TR COMPUTER SALES LLC	3/12/2009	$17 44	E	**43100**	416 COMPUTER CONSULTING	REPAIR/MAINT O
101 MILLER EXCAVATING	3/16/2009	$290 00	E	**43100**	421 VAC-CLEAN OUT CULVERT	REPAIR & MAINT
DEPT 43100 STREET MAINT		$12 827 22				
DEPT 43160 STREET LIGHTING						
101 XCEL	4/1/2009	$2,238 81	E	**43160**	380 ELECTRIC & GAS	ELECTRIC SERVI
101 XCEL	3/3/2009	$2,253 70	E	**43160**	380 GAS & ELECTRIC SERVICES	ELECTRIC SERVI
DEPT 43160 STREET LIGHTING		$4,492 51				
DEPT 43200 PARKS						
101	3/6/2009	$350 00	E	**43200**	050 Labor Distribution	SEASONAL/PART
101	2/20/2009	$474 00	E	**43200**	050 Labor Distribution	SEASONAL/PART
101	3/6/2009	$955 20	E	**43200**	101 Labor Distribution	WAGES AND SAL

BAYPORT, MN

MONTHLY EXPENSES

Period Name MARCH

FUND Search Name	Tran Date	Amount	Act Typ	DEPT	OBJ Comments	OBJ Descr
101	2/20/2009	$955 20	E	43200	101 Labor Distribution	WAGES AND SAL
101	3/6/2009	$64 48	E	43200	121 Labor Distribution	P E R A
101	2/20/2009	$64 47	E	43200	121 Labor Distribution	P E R A
101	3/6/2009	$78 60	E	43200	122 Labor Distribution	CONT TO RET , S
101	2/20/2009	$86 44	E	43200	122 Labor Distribution	CONT TO RET , S
101	3/6/2009	$44 24	E	43200	126 Labor Distribution	H S A
101	2/20/2009	$41 15	E	43200	126 Labor Distribution	H S A
101	2/20/2009	$166 61	E	43200	131 Labor Distribution	CONT TO EMPLO
101	2/20/2009	$20 21	E	43200	170 Labor Distribution	MEDICARE
101	3/6/2009	$18 39	E	43200	170 Labor Distribution	MEDICARE
101 PETTY CASH	3/4/2009	$2 11	E	43200	220 WARMING HOUSE SUPPLIES	OPERATING SUP
101 ADVANCE IMAGING SOLUTI	3/12/2009	$3 24	E	43200	416 EMS - PER COPY CHG	REPAIR/MAINT O
101 TR COMPUTER SALES LLC	3/12/2009	$17 44	E	43200	416 COMPUTER CONSULTING	REPAIR/MAINT O
101 AIR FRESH PORTABLE TOIL	3/27/2009	$83 87	E	43200	425 MONTHLY RENTAL	SATILLITIES
DEPT 43200 PARKS		$3,425 65				
DEPT 43300 CEMETERY						
101 HOLIDAY FLEET	3/16/2009	$61 05	E	43300	212 FUEL - VEHICLES	MOTOR FUELS &
101 CENTURY POWER EQUIPME	3/27/2009	$90 68	E	43300	412 MOWER PARTS	REP & MAINT VE
101 CENTURY POWER EQUIPME	3/27/2009	$19 43	E	43300	412 MOWER PARTS	REP & MAINT VE
DEPT 43300 CEMETERY		$171 16				
FUND 101 GENERAL		$119,772 99				
FUND 202 DRUG FORFEITURE						
DEPT 42102 EXPENDITURE OF FORFEITURE MONE						
202 TR COMPUTER SALES LLC	3/12/2009	$258 90	E	42102	240 COMPUTER CONSULTING	SMALL TOOLS-E
DEPT 42102 EXPENDITURE OF FORFEITURE		$258 90				
FUND 202 DRUG FORFEITURE		$258 90				
FUND 207 PARK IMPROVEMENT FUND						
DEPT 44100 PROJECT						
207 ST CROIX RECREATION CO	3/27/2009	$122 35	E	44100	444 OPERATING MATERIAL FOR ME	COMMUNITY PRO
207 ST CROIX RECREATION CO ,	3/27/2009	$3 081 51	E	44100	444 6' ESTATE MEMORIAL BENCH	COMMUNITY PRO
207 SANDERS WACKER BERGLY	3/12/2009	$3 389 03	E	44100	444 BARKER'S ALPS	COMMUNITY PRO
207 SANDERS WACKER BERGLY	3/31/2009	$5 369 74	E	44100	444 BARKER'S ALPS	COMMUNITY PRO
DEPT 44100 PROJECT		$11,962 63				
FUND 207 PARK IMPROVEMENT FUND		$11,962 63				
FUND 209 DEVELOPER REIMBURSED PROJECTS						
DEPT 41912 INSPIRATION						
209 ECKBERG, LAMMERS, BRIG	3/12/2009	$28 24	E	41912	300 WATER EXTENSION TO BAYTO	PROF SER-LEGAL
DEPT 41912 INSPIRATION		$28 24				
FUND 209 DEVELOPER REIMBURSED PROJECTS		$28 24				
FUND 210 K-9 UNIT						
DEPT 42103 K - 9 UNIT						
210 U S BANK VISA	3/30/2009	$45 39	E	42103	220 CARD # 4798 1754 4300 2124	OPERATING SUP
210 CENTURY AVENUE COLLISI	3/10/2009	$257 95	E	42103	419 2005 DURANGO - PD	REPAIR & MAINT
DEPT 42103 K - 9 UNIT		$303 34				
FUND 210 K-9 UNIT		$303 34				

BAYPORT, MN

MONTHLY EXPENSES

Period Name. MARCH

FUND Search Name	Tran Date	Amount	Act Typ	DEPT	OBJ Comments	OBJ Descr
FUND 211 LIBRARY						
DEPT 45500 LIBRARY						
211	3/6/2009	$2,409 40	E	45500	050 Labor Distribution	SEASONAL/PART
211	2/20/2009	$2,641 08	E	45500	050 Labor Distribution	SEASONAL/PART
211	2/20/2009	$2,705 10	E	45500	101 Labor Distribution	WAGES AND SAL
211	3/6/2009	$2,705 10	E	45500	101 Labor Distribution	WAGES AND SAL
211	3/6/2009	$329 55	E	45500	121 Labor Distribution	P E R A
211	2/20/2009	$343 35	E	45500	121 Labor Distribution	P E R A
211	2/20/2009	$324 79	E	45500	122 Labor Distribution	CONT TO RET , S
211	3/6/2009	$310 43	E	45500	122 Labor Distribution	CONT TO RET S
211	3/6/2009	$88 47	E	45500	126 Labor Distribution	H S A
211	2/20/2009	$88 47	E	45500	126 Labor Distribution	H S A
211	2/20/2009	$377 68	E	45500	131 Labor Distribution	CONT TO EMPLO
211	2/20/2009	$75 96	E	45500	170 Labor Distribution	MEDICARE
211	3/6/2009	$72 59	E	45500	170 Labor Distribution	MEDICARE
211 BAKER & TAYLOR	3/30/2009	$52 55	E	45500	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	3/30/2009	$86 03	E	45500	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	3/30/2009	$88 52	E	45500	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	3/30/2009	$602 46	E	45500	217 BOOKS	MATERIALS & PR
211 AMERICAN LIBRARY ASSOCI	3/30/2009	$50 00	E	45500	217 BAYPORT RENEWAL SUBSCRI	MATERIALS & PR
211 BAKER & TAYLOR	3/30/2009	$323 54	E	45500	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	3/30/2009	$42 58	E	45500	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	3/30/2009	$34 96	E	45500	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	3/30/2009	$27 14	E	45500	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	3/30/2009	$85 15	E	45500	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	3/30/2009	$37 46	E	45500	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	3/30/2009	$242 43	E	45500	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	3/30/2009	$329 58	E	45500	217 BOOKS	MATERIALS & PR
211 H W WILSON COMPANY	3/30/2009	$420 00	E	45500	217 57968756 - BAYPORT LIBRARY	MATERIALS & PR
211 CHICAGO DISTRIBUTION CE	3/30/2009	$19 21	E	45500	217 BOOK - LIBRARY	MATERIALS & PR
211 BAKER & TAYLOR	3/30/2009	$35 38	E	45500	217 BOOKS	MATERIALS & PR
211 INNOVATIVE OFFICE SOLUTI	3/30/2009	$65 80	E	45500	220 OFFICE SUPPLIES - LIBRARY	OPERATING SUP
211 SHARON SIPPEL	3/30/2009	$1 500 00	E	45500	302 CLEANING SERVICES - LIBRAR	CONTRACT SERV
211 COMCAST	3/30/2009	$5 00	E	45500	321 HIGH SPEED INTERNET - LIBRA	COMMUNICATION
211 OFFICE OF ENT TECHNOLO	3/30/2009	$62 29	E	45500	321 PHONES -LIBRARY	COMMUNICATION
211 XCEL	3/3/2009	$906 83	E	45500	380 GAS & ELECTRIC SERVICES	ELECTRIC SERVI
211 XCEL	4/1/2009	$887 44	E	45500	380 ELECTRIC & GAS	ELECTRIC SERVI
211 XCEL	4/1/2009	$303 88	E	45500	381 ELECTRIC & GAS	FUEL FOR HEAT
211 XCEL	3/3/2009	$594 02	E	45500	381 GAS & ELECTRIC SERVICES	FUEL FOR HEAT
211 WASHINGTON COUNTY LIBR	3/30/2009	$16 36	E	45500	391 SHARE OF BARCODE BLDRS 5-	SHARED AUTOMA
211 WASHINGTON COUNTY LIBR	3/30/2009	$76 95	E	45500	391 PCANYWHERE HOST & REMOT	SHARED AUTOMA
211 WASHINGTON COUNTY LIBR	3/30/2009	$139 00	E	45500	416 DELL ULTRASHARP FLAT PANE	REPAIR/MAINT O
211 TOSHIBA BUSINESS SOLUTI	3/30/2009	$53 29	E	45500	416 BAND - LIBRARY	REPAIR/MAINT O
211 TR COMPUTER SALES LLC	3/12/2009	$90 00	E	45500	416 COMPUTER CONSULTING	REPAIR/MAINT O
211 ST CLAIRE DESIGN STUDIO	3/30/2009	$175 00	E	45500	420 SIGN SERVICE INSTALLED	R & M BLDGS, ST
211 ST CLAIRE DESIGN STUDIO	3/30/2009	$90 00	E	45500	420 LETTERING FRONT & BACK DO	R & M BLDGS, ST
211 ECOWATER	3/30/2009	$33 25	E	45500	420 MARCH MTLY RENT COOLER -	R & M BLDGS, ST
211 MINNESOTA LIBRARY ASSO	3/30/2009	$79 00	E	45500	433 2009 INSTITUTIONAL MEMBERS	DUES & MEMBER
DEPT 45500 LIBRARY		$20 027 07				
FUND 211 LIBRARY		$20,027 07				
FUND 413 POLICE EQUIPMENT FUND						
DEPT 41900 CAPITAL IMPROVEMENTS						
413 ELK RIVER CHRYSLER INC	3/11/2009	$21,957 00	E	41900	550 2009 DODGE CHARGER (BLACK	MOTOR VEHICLE
DEPT 41900 CAPITAL IMPROVEMENTS		$21,957 00				
DEPT 42100 POLICE						
413 DIGITAL ALLY	3/30/2009	$137 50	E	42100	220 4 GB COMPACT FLASH CARD	OPERATING SUP
413 ANCOM COMMUNICATIONS I	3/12/2009	$557 62	E	42100	220 OPERATING MAINT	OPERATING SUP

BAYPORT, MN

MONTHLY EXPENSES

Period Name: MARCH

FUND Search Name	Tran Date	Amount	Act Type	DEPT	OBJ Comments	OBJ Descr
413 TR COMPUTER SALES LLC	3/25/2009	$240 00	E	**42100**	550 TACTICAL SOLUTION - NETWO	MOTOR VEHICLE
DEPT 42100 POLICE		$935 12				
FUND 413 POLICE EQUIPMENT FUND		$22 892 12				
FUND 601 WATER						
DEPT 46110 WATER-PUMPHOUSE						
601 XCEL	3/3/2009	$1 949 82	E	**46110**	380 GAS & ELECTRIC SERVICES	ELECTRIC SERVI
601 XCEL	4/1/2009	$1 893 22	E	**46110**	380 ELECTRIC & GAS	ELECTRIC SERVI
601 XCEL	4/1/2009	$202 27	E	**46110**	381 ELECTRIC & GAS	FUEL FOR HEAT
601 XCEL	3/3/2009	$285 04	E	**46110**	381 GAS & ELECTRIC SERVICES	FUEL FOR HEAT
601 ADVANCE SHORING COMPA	3/16/2009	-$2 57	E	**46110**	419 SHORE POST	REPAIR & MAINT
601 RDO EQUIPMENT COMPANY	3/16/2009	$167 95	E	**46110**	419 SUPPLIES - BACK UP GENERAT	REPAIR & MAINT
601 MENARDS-STILLWATER	3/27/2009	$52 37	E	**46110**	419 OPERATING	REPAIR & MAINT
601 ADVANCE SHORING COMPA	3/16/2009	$2 57	E	**46110**	419 SHORE POST	REPAIR & MAINT
DEPT 46110 WATER-PUMPHOUSE		$4 550 67				
DEPT 46120 WATER						
601	3/6/2009	$3 207 94	E	**46120**	101 Labor Distribution	WAGES AND SAL
601	2/20/2009	$3 195 97	E	**46120**	101 Labor Distribution	WAGES AND SAL
601	2/20/2009	$215 75	E	**46120**	121 Labor Distribution	P E R A
601	3/6/2009	$216 55	E	**46120**	121 Labor Distribution	P E R A
601	2/20/2009	$191 01	E	**46120**	122 Labor Distribution	CONT TO RET S
601	3/6/2009	$191 85	E	**46120**	122 Labor Distribution	CONT TO RET S
601	3/6/2009	$152 22	E	**46120**	126 Labor Distribution	H S A
601	2/20/2009	$168 10	E	**46120**	126 Labor Distribution	H S A
601	2/20/2009	$611 66	E	**46120**	131 Labor Distribution	CONT TO EMPLO
601	2/20/2009	$44 67	E	**46120**	170 Labor Distribution	MEDICARE
601	3/6/2009	$44 86	E	**46120**	170 Labor Distribution	MEDICARE
601 OFFICE SUPPLY CONNECTI	4/1/2009	$1 47	E	**46120**	201 OFFICE SUPPLIES	OFFICE SUPPLIE
601 BUSINESS FORMS & ACCOU	3/17/2009	$13 30	E	**46120**	201 LASER UTILITY BILL	OFFICE SUPPLIE
601 QUILL	3/23/2009	$2 44	E	**46120**	201 OFFICE SUPPLIES	OFFICE SUPPLIE
601 INNOVATIVE OFFICE SOLUTI	3/12/2009	$1 54	E	**46120**	201 OFFICE SUPPLIES	OFFICE SUPPLIE
601 OFFICE SUPPLY CONNECTI	3/12/2009	$2 09	E	**46120**	201 OFFICE SUPPLIES	OFFICE SUPPLIE
601 HOLIDAY FLEET	3/16/2009	$139 70	E	**46120**	212 FUEL - VEHICLES	MOTOR FUELS &
601 HAWKINS WATER	3/16/2009	$78 86	E	**46120**	216 COLIFORM - WATER DEPT	CHEMICALS AND
601 U S BANK VISA	3/31/2009	$13 90	E	**46120**	216 CARD # 4798-1754-4300-2009	CHEMICALS AND
601 HAWKINS WATER	3/31/2009	$78 86	E	**46120**	216 COLIFORM - WATER DEPT	CHEMICALS AND
601 U S BANK VISA	3/31/2009	$4 95	E	**46120**	216 CARD # 4798-1754-4300-2009	CHEMICALS AND
601 HAWKINS WATER	3/16/2009	$20 00	E	**46120**	216 CHLORINE CYLINDER - WATER	CHEMICALS AND
601 MENARDS-STILLWATER	3/27/2009	$28 06	E	**46120**	220 OPERATING	OPERATING SUP
601 U S BANK VISA	3/31/2009	$5 75	E	**46120**	220 CARD # 4798-1754-4300-2009	OPERATING SUP
601 U S BANK VISA	3/31/2009	$56 97	E	**46120**	220 CARD # 4798-1754-4300-2009	OPERATING SUP
601 UNITED RENTALS	3/27/2009	$858 34	E	**46120**	240 2 WATER PUMPS	SMALL TOOLS-E
601 MANAGEMENT SERVICES	3/16/2009	$1 157 84	E	**46120**	302 CONSULTING	CONTRACT SERV
601 MANAGEMENT SERVICES	3/3/2009	$1 337 51	E	**46120**	302 CONSULTING SERVICES	CONTRACT SERV
601 ONE CALL CONCEPTS	3/16/2009	$13 05	E	**46120**	307 TICKETS - WATER DEPT	GOPHER STATE
601 POSTMASTER	3/26/2009	$93 73	E	**46120**	322 UTILITY CARDS	POSTAGE
601 XCEL	3/3/2009	$1,096 63	E	**46120**	380 GAS & ELECTRIC SERVICES	ELECTRIC SERVI
601 XCEL	4/1/2009	$1,065 33	E	**46120**	380 ELECTRIC & GAS	ELECTRIC SERVI
601 XCEL	4/1/2009	$986 48	E	**46120**	381 ELECTRIC & GAS	FUEL FOR HEAT
601 XCEL	3/3/2009	$1,725 68	E	**46120**	381 GAS & ELECTRIC SERVICES	FUEL FOR HEAT
601 PETTY CASH	3/4/2009	$5 00	E	**46120**	402 TRANSCRIPT REQUEST	CONFERENCES &
601 ADVANCE IMAGING SOLUTI	3/12/2009	$3 24	E	**46120**	416 EMS - PER COPY CHG	REPAIR/MAINT O
601 TR COMPUTER SALES LLC	3/12/2009	$17 44	E	**46120**	416 COMPUTER CONSULTING	REPAIR/MAINT O
601 TKDA	3/31/2009	$845 10	E	**46120**	419 LEAK DETECTION SERVICE	REPAIR & MAINT
601 U S BANK VISA	3/31/2009	$21 14	E	**46120**	419 CARD # 4798-1754-4300-2009	REPAIR & MAINT
601 WATER CONSERVATION SE	3/27/2009	$484 80	E	**46120**	419 WATER LEAK	REPAIR & MAINT
601 MILLER EXCAVATING	3/31/2009	$1,394 62	E	**46120**	421 WATER MAIN REPAIR	REPAIR & MAINT
601 MILLER EXCAVATING	3/31/2009	$290 00	E	**46120**	421 SUSPECT WATER LEAK	REPAIR & MAINT

BAYPORT, MN

MONTHLY EXPENSES

Period Name. MARCH

FUND Search Name	Tran Date	Amount	Act Typ	DEPT	OBJ Comments	OBJ Descr
DEPT 46120 WATER		$20 084 40				
FUND 601 WATER		$24 635 07				
FUND 602 SEWER						
DEPT 46200 SEWER - OPERATING						
602	3/6/2009	$4,153 13	E	46200	101 Labor Distribution	WAGES AND SAL
602	2/20/2009	$4,151 15	E	46200	101 Labor Distribution	WAGES AND SAL
602	3/6/2009	$280 29	E	46200	121 Labor Distribution	P E R A
602	2/20/2009	$280 15	E	46200	121 Labor Distribution	P E R A
602	3/6/2009	$248 11	E	46200	122 Labor Distribution	CONT TO RET , S
602	2/20/2009	$248 05	E	46200	122 Labor Distribution	CONT TO RET , S
602	3/6/2009	$196 18	E	46200	126 Labor Distribution	H S A
602	2/20/2009	$209 21	E	46200	126 Labor Distribution	H S A
602	2/20/2009	$778 20	E	46200	131 Labor Distribution	CONT TO EMPLO
602	3/6/2009	$58 02	E	46200	170 Labor Distribution	MEDICARE
602	2/20/2009	$58 01	E	46200	170 Labor Distribution	MEDICARE
602 INNOVATIVE OFFICE SOLUTI	3/12/2009	$1 56	E	46200	201 OFFICE SUPPLIES	OFFICE SUPPLIE
602 OFFICE SUPPLY CONNECTI	3/12/2009	$2 11	E	46200	201 OFFICE SUPPLIES	OFFICE SUPPLIE
602 QUILL	3/23/2009	$2 50	E	46200	201 OFFICE SUPPLIES	OFFICE SUPPLIE
602 BUSINESS FORMS & ACCOU	3/17/2009	$13 33	E	46200	201 LASER UTILITY BILL	OFFICE SUPPLIE
602 OFFICE SUPPLY CONNECTI	4/1/2009	$1 50	E	46200	201 OFFICE SUPPLIES	OFFICE SUPPLIE
602 HOLIDAY FLEET	3/16/2009	$111 48	E	46200	212 FUEL - VEHICLES	MOTOR FUELS &
602 VAN PAPER CO	3/27/2009	$34 64	E	46200	220 MAINSTREET WHITE C-FOLD T	OPERATING SUP
602 U S BANK VISA	3/31/2009	$18 67	E	46200	220 CARD # 4798-1754-4300-2009	OPERATING SUP
602 BIO-CHEM RESOURCES	3/27/2009	$306 87	E	46200	220 2 CASES EZ101 102	OPERATING SUP
602 VAN PAPER CO	3/27/2009	$79 74	E	46200	220 MAX 3000 ROLL TOWEL DISP	OPERATING SUP
602 UNITED RENTALS	3/27/2009	$858 33	E	46200	240 2 WATER PUMPS	SMALL TOOLS-E
602 F S 3, INC	3/16/2009	$779 36	E	46200	240 MAGNETIC LOCATOR	SMALL TOOLS-E
602 GRAINGER	3/27/2009	$95 07	E	46200	240 FLOAT SWITCH - SEWER DEPT	SMALL TOOLS-E
602 MINNESOTA PIPE & EQUIPM	3/31/2009	$379 74	E	46200	240 SEWER TOOLS	SMALL TOOLS-E
602 MENARDS-STILLWATER	3/27/2009	$3 72	E	46200	240 OPERATING	SMALL TOOLS-E
602 S E H	3/27/2009	$954 99	E	46200	301 MCES 1/1 SURCHARGE	PROF SER-ENGIN
602 MANAGEMENT SERVICES	3/16/2009	$1 157 84	E	46200	302 CONSULTING	CONTRACT SERV
602 MANAGEMENT SERVICES	3/3/2009	$1,337 51	E	46200	302 CONSULTING SERVICES	CONTRACT SERV
602 POSTMASTER	3/26/2009	$93 73	E	46200	322 UTILITY CARDS	POSTAGE
602 ADVANCE IMAGING SOLUTI	3/12/2009	$3 27	E	46200	416 EMS - PER COPY CHG	REPAIR/MAINT O
602 TR COMPUTER SALES LLC	3/12/2009	$17 47	E	46200	416 COMPUTER CONSULTING	REPAIR/MAINT O
602 MENARDS-STILLWATER	3/27/2009	-$8 50	E	46200	419 OPERATING MATERIAL	REPAIR & MAINT
602 MENARDS-STILLWATER	3/27/2009	$22 80	E	46200	419 OPERATING MATERIAL	REPAIR & MAINT
602 MENARDS-STILLWATER	3/27/2009	$9 49	E	46200	419 OPERATING MATERIAL	REPAIR & MAINT
DEPT 46200 SEWER - OPERATING		$16 937 72				
DEPT 46990 SEWER - NON-OPERATING						
602 METROPOLITAN COUNCIL (S	3/12/2009	$26,255 95	E	46990	434 ANNUAL FLOW	STATE FEES FOR
DEPT 46990 SEWER - NON-OPERATING		$26,255 95				
FUND 602 SEWER		$43,193 67				
FUND 803 P & Z ESCROWS						
DEPT 80018 MSCWM PERRO CREEK OUTLET						
803 ECKBERG, LAMMERS, BRIG	3/12/2009	$283 50	E	80018	300 PERO CREEK PROJECT	PROF SER-LEGAL
DEPT 80018 MSCWM PERRO CREEK OUTLET		$283 50				
DEPT 80019 JG HAUSE CONSTRUCTION						
803 S E H	3/12/2009	$7,737 48	E	80019	301 MSCWM - PERRO CREEK OUTL	PROF SER-ENGIN
DEPT 80019 JG HAUSE CONSTRUCTION		$7,737 48				

BAYPORT, MN

MONTHLY EXPENSES

Period Name MARCH

FUND Search Name	Tran Date	Amount	Act Typ	DEPT	OBJ Comments	OBJ Descr
DEPT 80020 HYNNEK CUP APPLICATION						
803 WASHINGTON COUNTY REC	3/3/2009	$46 00	E	**80020**	350 CONDITIONAL USE PERMIT - H	PRINTING & PUBL
DEPT 80020 HYNNEK CUP APPLICATION		$46 00				
DEPT 80021 GORDON TELLINGHUISEN						
803 ECKBERG LAMMERS, BRIG	3/12/2009	$47 25	E	**80021**	300 REVIEW 120 3RD ST CUP	PROF SER-LEGAL
DEPT 80021 GORDON TELLINGHUISEN		$47 25				
FUND 803 P & Z ESCROWS		$8 114 23				
		$251 188 26				

City of Bayport
294 North 3rd Street
Bayport, MN 55003
Phone: 651-275-4404
Fax: 651-275-4411

Building Permit Log

For March, 2009

Permit Number: BP2009-10 **Filing Date:** 3/30/2009
Parcel Address: 915 INSPIRATION PARKWAY S. BAYPORT, MN 55003
Applicant: CATES FINE HOMES, LLC **Applicant Phone:** 651-439-2844
CATES FINE HOMES, LLC RESIDENTIAL BUILDER
Construction Value: $10,000 00 **Total Fees:** $321 39

Permit Number: BP2009-11 **Filing Date:** 3/31/2009
Parcel Address: 1138 PIONEER TRAIL BAYPORT, MN 55003
Applicant: THE ROTTLUND CO., INC. **Applicant Phone:** 651-638-0500
THE ROTTLUND CO., INC. RESIDENTIAL BUILDER
Construction Value: $266,000.00 **Total Fees:** $8,445 04

Permit Number: BP2009-8 **Filing Date:** 3/24/2009
Parcel Address: 659 3 St. N. BAYPORT, MN 55003
Applicant: LOUIS KEMM **Applicant Phone:** 651-439-7349
OWNER OWNER
Construction Value: $3,000.00 **Total Fees:** $90 00

Permit Number: BP2009-9 **Filing Date:** 3/25/2009
Parcel Address: 304 5TH St. N. BAYPORT, MN 55003
Applicant: J G HAUSE CONSTRUCTION **Applicant Phone:** 651-439-0189
J G HAUSE CONSTRUCTION RESIDENTIAL
Construction Value: $8,197 00 **Total Fees:** $181 10

Permit Number: MC2009-5 **Filing Date:** 3/4/2009
Parcel Address: 921 INSPIRATION PARKWAY S BAYPORT, MN 55003
Applicant: AUTOMATIC GARAGE DOOR & **Applicant Phone:** 763-571-2525
AUTOMATIC GARAGE DOOR & FIREPLACES, INC
Construction Value: $1,100 00 **Total Fees:** $75 50

Building Permit Log

For: March, 2009

Permit Number: MC2009-6
Filing Date: 3/4/2009
Parcel Address: 272 2nd Street N Bayport, MN 55003
Applicant: MARKGRAF MECHANICAL INC
Applicant Phone: 651-433-3714
MARKGRAF MECHANICAL INC MECHANICAL
Construction Value: $2,700.00
Total Fees: $75.50

Permit Number: MC2009-7
Filing Date: 3/4/2009
Parcel Address: 337 3RD St. S BAYPORT, MN 55003
Applicant: PERFECTION HEATING & AIR
Applicant Phone: 651-777-7620
PERFECTION HEATING & AIR CONDITIONING
Construction Value: $2,100 00
Total Fees: $75 50

Permit Number: MC2009-8
Filing Date: 3/19/2009
Parcel Address: 915 INSPIRATION PARKWAY S BAYPORT, MN 55003
Applicant: AUTOMATIC GARAGE DOOR &
Applicant Phone: 763-571-2525
AUTOMATIC GARAGE DOOR & FIREPLACES, INC.
Construction Value: $3,600.00
Total Fees: $75.50

Permit Number: MC2009-9
Filing Date: 3/30/2009
Parcel Address: 915 INSPIRATION PARKWAY S. BAYPORT, MN 55003
Applicant: CREATIVE AIR LLC
Applicant Phone: 612-269-5053
CREATIVE AIR LLC MECHANICAL
Construction Value: $175 00
Total Fees: $75.50

Permit Number: PL2009-6
Filing Date: 3/31/2009
Parcel Address: 915 INSPIRATION PARKWAY S BAYPORT, MN 55003
Applicant: HAUSSNER PLUMBING, LLC
Applicant Phone: 612-308-1957
HAUSSNER PLUMBING, LLC Plumber
Construction Value: $3,000.00
Total Fees: $75.50

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

Date: March 20, 2009

To: Mayor and City Council
City Administrator Michael McGuire

From. Police Chief Laura Eastman

Subject: Canine Program Donations – 1st Quarter 2009 Summary

Donations continue to be received for our canine program, and the Bayport Police Department would like to recognize the following donations received during the first quarter of 2009:

Individual Donations:

- Debbie Dean, Carnation, Washington $ 30.00
- Donna and Jeff Todd, Bayport, Minnesota $ 50.00
- Zeus & Company (David Levy), Bayport $180.00

A total of $11,304.00 has been received in donations for the canine program.

Applicant Email: alane.wood@andersencorp.com

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 of Bayport Park LAKESIDE

City: Bayport State Minnesota Zip Code: 55003

Owner Name: Andersen Corp.

Home Phone Number

Work/~~Cell Phone Number~~ 651. 264. 4460

Owner Address. 100 4th Ave No.

City/State/Zip: Bayport, MN 55003

Applicant Information

Applicant Name Alane Wood

Home Phone Number

Work/Cell Phone Number: 651. 264. 4460

Address:

City/State/Zip

Description of Request

Quarter Century Picnic for 550 attendees. Celebrate 25+ years with Andersen Corp. 1-5:00 on Saturday, Aug 8th.

Event Information Start Date. Aug 7 prep End Date: Aug 8th

Days of Operation *(check all that apply)*

☐ Sunday ☐ Monday ☐ Tuesday ☐ Wednesday ☐ Thursday ☑ Friday ☑ Saturday

Hours of Operation:

Weekdays 9 AM

Weekends. 7 AM to 6 PM

Requested City Assistance and/or Services

Police officer to check on the tents overnight Friday. Block city works plug lot + post No Parking signs on the road.

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: _____ **Date:** 2/23/09

Property Owner: _____ **Date:** _____

Office Use - Dept. Review	Inspection	Date	Approved/Denied	Inspector
Administration	☐ Site Inspection			
Office Use – Fees	**Amount Received**	**Date Received**	**Method of Payment**	**Staff Initials**
Processing Fee	$50 00	3/10/09	CK#373761	Kjh
Escrow or cost incurred				

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

City of Bayport
SPECIAL EVENT APPLICATION

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: LAKESIDE PARK

City: Bayport State: Minnesota Zip Code: 55003

Owner Name:

Home Phone Number: Work/Cell Phone Number:

Owner Address:

City/State/Zip

Applicant Information

Applicant Name: Thallassa M. Cunchies c/o

Home Phone Number: 651-439-2482 Work/Cell Phone Number:

Address: 456 2nd St N

City/State/Zip: Bayport MN 55003

Email Address: X2XTC@aol.com.

Description of Request

We would like to have a company called Just Jump bring in a bounce castle.

Event Information Start Date: 8/1/09 End Date: 8/1/09

Days of Operation *(check all that apply)*

☐ Sunday ☐ Monday ☐ Tuesday ☐ Wednesday ☐ Thursday ☐ Friday ☒ Saturday

Hours of Operation

Weekdays.

Weekends: 10:00 am - 4:00 pm

Requested City Assistance and/or Services
[illegible]

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: [signature] **Date:** 2 Mar 09

Property Owner: [signature] **Date:** 2 Mar 09

Office Use - Dept. Review	Inspection	Date	Approved/Denied	Inspector
Administration	☐ Site Inspection			
Office Use – Fees	Amount Received	Date Received	Method of Payment	Staff Initials
Processing Fee	$50 00	3/2/09	CK 5032	ST
Escrow or cost incurred				

RESOLUTION NO. 09-

EXTRACT OF THE CITY COUNCIL MEETING MINUTES OF THE CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA HELD APRIL 6, 2009

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

Members Present:
Members Absent.

Councilmember ____ ____ __ introduced the following resolution and moved its adoption:

RESOLUTION APPROVING PART-TIME POLICE OFFICER DECLARATION AS REQUIRED BY THE PUBLIC EMPLOYEES RETIREMENT ASSOCIATION (PERA)

WHEREAS, the policy of the State of Minnesota as declared in Minnesota Statutes 353 63 is to give special consideration to employees who perform hazardous work and devote their time and skills to protecting the property and personal safety of others; and

WHEREAS, Minnesota Statutes Section 353.64 permits governmental subdivisions to request coverage in the Public Employees Police and Fire plan for eligible employees of police departments whose position duties meet the requirements stated therein and listed below

BE IT RESOLVED that the City Council, of the City of Bayport hereby declares that the position titled Part-Time Police Officer, currently held by

Chad Johnson

meets all of the following Police and Fire membership requirements:

1. Said position requires a license by the Minnesota Peace Officer Standards and Training Board under sections 626.84 to 626 863 and this employee is so licensed,
2. Said position's primary (over 50%) duty is to enforce the general criminal laws of the state.
3. Said position charges this employee with the prevention and detection of crime;
4. Said position gives this employee the full power of arrest, and
5. Said position is assigned to a designated police or sheriff's department.

BE IT FURTHER RESOLVED that this governing body hereby requests that the above-named employee be accepted as a member of the Public Employees Police and Fire Plan effective the date of this employee's initial Police and Fire salary deduction by the governmental subdivision

NOW, THEREFORE BE IT RESOLVED that Mike McGuire, City Administrator, is hereby authorized to execute such agreements as are necessary to implement the project on behalf of the City of Bayport

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:

Jon Nowaczek -	Connie Carlson -
Dan Johnson -	Judy Seeberger -
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 April, 2009

ATTEST:

_____ _____

Mike McGuire, City Administrator Jon Nowaczek, Mayor

RESOLUTION NO. 09-

EXTRACT OF THE CITY COUNCIL MEETING MINUTES OF THE CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA HELD APRIL 6, 2009

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

Members Present
Members Absent.

Councilmember _____ introduced the following resolution and moved its adoption

RESOLUTION APPROVING PART-TIME POLICE OFFICER DECLARATION AS REQUIRED BY THE PUBLIC EMPLOYEES RETIREMENT ASSOCIATION (PERA)

WHEREAS, the policy of the State of Minnesota as declared in Minnesota Statutes 353.63 is to give special consideration to employees who perform hazardous work and devote their time and skills to protecting the property and personal safety of others; and

WHEREAS, Minnesota Statutes Section 353.64 permits governmental subdivisions to request coverage in the Public Employees Police and Fire plan for eligible employees of police departments whose position duties meet the requirements stated therein and listed below.

BE IT RESOLVED that the City Council, of the City of Bayport hereby declares that the position titled Part-Time Police Officer, currently held by

Leanne M. Renteria

meets all of the following Police and Fire membership requirements:

1. Said position requires a license by the Minnesota Peace Officer Standards and Training Board under sections 626.84 to 626.863 and this employee is so licensed.
2. Said position's primary (over 50%) duty is to enforce the general criminal laws of the state;
3. Said position charges this employee with the prevention and detection of crime,
4. Said position gives this employee the full power of arrest, and
5. Said position is assigned to a designated police or sheriff's department.

BE IT FURTHER RESOLVED that this governing body hereby requests that the above-named employee be accepted as a member of the Public Employees Police and Fire Plan effective the date of this employee's initial Police and Fire salary deduction by the governmental subdivision.

NOW, THEREFORE BE IT RESOLVED that Mike McGuire, City Administrator, is hereby authorized to execute such agreements as are necessary to implement the project on behalf of the City of Bayport

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:

Jon Nowaczek -	Connie Carlson -
Dan Johnson -	Judy Seeberger -
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 April, 2009.

ATTEST.

_____ _____

Mike McGuire, City Administrator Jon Nowaczek, Mayor

March 16, 2009

Mr. Michael McGuire
City Administrator
City of Bayport
294 North Third Street
Bayport, MN 55003

Dear Mike,

Andersen Corporation is pleased to extend boat trailer parking at the Andersen Corporation to residents in the City of Bayport. Parking will be made available in the company parking lot near the end of Forth Avenue North, adjacent to the river. Per your request, we are expanding the access to include five weekday parking spaces as well. Below are the general terms we have both agreed upon.

- May 1-September 30, 2009
- 6:00 AM to 11:00 PM on Saturdays and holidays (Memorial Day, Fourth of July, Labor Day) and 6:00 AM to 10:00 PM, Sundays. Overnight parking is not allowed.
- Parking will be allowed only for those who live or work in Bayport and they must apply for a permit through the City. The individual must have received the permit from the City and must display the permit on the lower left side of the boat trailer.
- A maximum of 20 vehicle/trailer spaces will be available on a first come-first served basis for weekend use. In addition, we will make five spaces available during the week. The spaces will be specifically designated by Andersen and visibly marked.
- Andersen authorizes the Bayport Police to patrol, ticket and tow vehicles and trailers without either a City of Bayport permit or an Andersen employee parking permit.
- City of Bayport will demonstrate to Andersen's reasonable satisfaction that the City holds the proper liability insurance to cover any potential claims and damages, and agrees to hold Andersen harmless from all such claims and damages, except to the extent caused by Andersen's negligence or misconduct.
- City of Bayport will authorize and, at its expense, install, maintain and remove appropriate signage.

- The City should make it clear that the property surrounding the boat launch is private property and that no trespassing is allowed. The City will also provide and maintain a portable toilet and waste receptacles.
- We reserve the right upon 30 days' notice to terminate this authorization if, in Andersen's judgment, the parking unreasonably interferes with the operation of Andersen's business activities.

Please call me if you have any questions.

Sincerely,

Susan Roeder
Community Affairs Manager

cc: Beth Kardong, Bayport Facility Manager

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

DATE: April 2, 2009

TO: Mayor and City Council

FROM: Mike McGuire, City Administrator

RE: Annual step increase for Police Chief

BACKGROUND

Employees are eligible to earn step increases, based on performance, according to years employed with the city. As of March 20, 2009, Laura Eastman has been the Police Chief for 2 years and is eligible for an annual step increase. I met with Laura to discuss her performance and I am recommending a step increase.

RECOMMENDATION

Staff recommends the City Council adopt a motion approving an annual step increase for Laura Eastman, Police Chief, to step 7, to reflect a salary of $80,449.00, effective March 20, 2009

THE SAINT PAUL FOUNDATION

March 20, 2009

Mr Michael McGuire
City Administrator
City of Bayport, Minnesota
294 North Third Street
Bayport, MN 55003

RE: Bayport Fire Department

Tracking #. SP-09-000450
Please reference this tracking number in all future correspondence.

Dear Mr. McGuire

I am pleased to inform you that The Saint Paul Foundation has accepted the recommendation of the advisors to the Katherine B. Andersen Fund and has approved a grant to your organization as stated in the following resolution:

> RESOLVED that a grant of $1,000, to the City of Bayport, Minnesota, from the Katherine B Andersen Fund of The Saint Paul Foundation, for general operating support for the Bayport Fire Department, is approved.

This is the final annual grant the Katherine B. Andersen Fund will make to the City of Bayport for general support of the Fire Department. The fund is willing, from time-to-time, to consider special needs of the Fire Department.

Enclosed are two copies of the Terms of Grant agreement related to this grant. Please make special note of all the provisions and procedures indicated. Sign both copies, retaining one for your records and returning the other to the Foundation as soon as possible to indicate acceptance.

Before payment(s) can be made, the signed Terms of Grant agreement must be returned to the Foundation.

The grant payment is scheduled as follows:

June 2009 $1,000

This payment schedule is subject to modification.

55 Fifth Street East
Suite 600
Saint Paul, Minnesota 55101-1797
www.saintpaulfoundation.org
Main 651 224 5463
Toll Free 800 875 6167
Fax 651 224 8123

By accepting this grant, your organization acknowledges that this gift is not intended to fulfill a pre-existing pledge and that no individual will receive any goods, services, or other private benefit as a result of this gift.

A Senior Program Officer, Carrie Jo Short, has been assigned to assist the Katherine B. Andersen Fund advisors. If you have questions feel free to contact her at (651) 325-4261. It is not necessary to send a receipt for tax deduction purposes to The Saint Paul Foundation or the advisors to the Katherine B. Andersen Fund. However, you are encouraged to send a letter of acknowledgement to the advisors at the following addresses:

Mr. Paul A. Verret
451 Lexington Parkway North
Saint Paul, MN 55104

Mr. John T. Westrom
10112 Girard Avenue South
Bloomington, MN 55431

My best wishes for the continued success of your organization.

Sincerely,

John G. Couchman

John G. Couchman
Vice President, Grants and Program

JGC:mkm
Enclosure

CC: Mr. John Westrom
Mr. Paul Verret

March 30, 2009

City of Bayport
294 North 3rd St.
Bayport, MN 55003

The Honorable Mayor John Nowaczek and all members of Bayport City Council

Cc: Bayport Police Dept., Bayport Fire Dept and Bayport City Works Dept.

On behalf of Dane's Place, the Bayport Shelter House Commission and the Bayport Community Action League, we are submitting this request along with a "Special Event Application" for the "Dane's Place" 4th annual Pig Roast fundraising event.

The event will be held on Saturday, June 27th on the Village Green from 12:00 to 5:00 p.m.

This event is supported by the Bayport Community Action League. We would appreciate your support for this event by accepting this application and will join us in the festivities.

The event will include the following:

PIG ROAST – Catered by Bethlehem Lutheran Church. Attached is the license application from the Department of Health. The menu is as follows:

- 2 Roasted / Grilled meays
- Buns
- 2 – side dishes
- Chips
- Relishes
- Bottled Water
- Sodas
- Tap Beer (Provided and served by Bayport Legion)
- Coffee
- Dessert

TAP BEER VENDOR – Bayport Legion, 263 North 3rd St., PO Box 187, Bayport, MN 55003.

Attached is the application for "Alcohol and Gambling" license.

Bayport Legion Manager Aaron Pritchard has indicated that a "Certificate of Liability Insurance" is on file with the City.

Mr. Pritchard has generously volunteered to provide staff to bartend for the duration of the event and verify ID's for the serving of beer.

RAFFLE: Silent auction and raffle tickets for prizes.

LIVE MUSIC: To be provided.

TENT: 40'x 40' tent to be set up on the Village Green by event volunteers on Friday, June 26th. 2009.

TABLES & CHAIRS: To be provided by Stillwater Lions.

PORTABLE TOILETS: 2 – donated and set up by the vendor. These will be dropped off on Friday, June 26th and picked up on Monday, June 29th.

TICKET SALES: Will be available through local churches as well as sale by "Dane's Place" Pig Roast event volunteers. Ticket prices for the meal and non-alcoholic beverage will be $7.00 in advance and $9.00 the day of the event.

REQUEST FOR CITY SERVICES: To assist in the success of the "Dane's Place" Pig Roast, we ask for the following support of City services:

-6 Trash Cans with extra bags, to be dropped off on Friday. June 26 and picked up on Monday, June 29th.

-2 barricades for 4th St. North starting at Bethlehem Lutheran Church to 4th Ave. (the triangle where the Village Green meets).

-Electrical Outlets in the Village Green turned on for the day of the event for the PA system, Cotton Candy machine, Popcorn machine, musicians and other miscellaneous electrical needs.

-Police Officer to be present during the event times.

-18 – Picnic tables.

Thank you very much in advance for your support of this worthy and profitable event that benefits those in need in the St. Croix River Valley.

If you require a "Dane's Place" Pig Roast representative to be present at your next Council Meeting, please feel free to contact:

Bob Johnson, Event Volunteer
(651)439-894 (h), (651)379-3212 (w)
bobj@mirinc.com

Sincerely,

Bob Johnson
BCAL Member.

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

Applicant Information	
Applicant Name: Bayport Community Action League	
Home Phone Number:	Work/Cell Phone Number:
Susan Davis - 351-1873 or Bob Johnson - 439-8894 (H) / 379-3212 (W)	
Address: P.O. Box 113	
City/State/Zip: Bayport, MN 55003	
Email Address:	

Description of Request
"Dave's Place" Annual Pig Roast Fundraiser. Open to entire community and St. Croix Valley Area.

Event Information	Start Date: 6/27/09	End Date: 6/27/09
Days of Operation *(check all that apply)*		
☐ Sunday ☐ Monday ☐ Tuesday ☐ Wednesday ☐ Thursday ☐ Friday ☑ Saturday		
Hours of Operation: Weekdays:		
Weekends: 12:00 - 5:00 p.m.		

Requested City Assistance and/or Services

"Dane's Place" is a community sponsored house that serves the emergency transitional housing needs of families in crisis

Waiving of the $50 processing fee would be greatly appreciated

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: Robert W. Johnson - Vice Pres - DCHL **Date:** 3/27/09

Property Owner: _____ **Date:** _____

Office Use - Dept. Review	Inspection	Date	Approved/Denied	Inspector
Administration	☐ Site Inspection			
Office Use – Fees	Amount Received	Date Received	Method of Payment	Staff Initials
Processing Fee	$50 00			
Escrow or cost incurred				

Washington County

Department of Public Health & Environment
GOVERNMENT CENTER
14949 62ND ST N. PO BOX 6, Stillwater MN 55082-0006
OFFICE 651-430-6655 Facsimile Machine 651-430-6730

2009

SPECIAL EVENT FOOD STAND LICENSE APPLICATION

Name of Event: Dave's Place Community Pig Roast

Name of Group or Individual Operating Stand: Bayport Community Action League

Event Location: Village Green - Bayport, MN

Street Address: Highway 95 & 4th St

(City) Bayport (State) MN (Zip) 55003

Person In Charge of Food Preparation: Val Bockholer

Telephone: (H) 439-8221 (W) 789-6229

Mailing Address: 13310 40th St. N.

(City) Hilltop (State) MN (Zip) 55082

Date(s), Time Stand is Open: Date(s)	Time(s)
6/27/09	12:00 - 5:00 p.m.

(Name all Owners, Partners, or Principal Officers (Persons listed may be held responsible for compliance with applicable ordinances.)

Name/Title: Bayport Community Action League

Mailing Address: P.O. Box 113

(City) Bayport (State) MN (Zip) 55003

Name/Title: Bob Johnson

Mailing Address: 130 S. 6th St

(City) Bayport (State) MN (Zip) 55003

LICENSE CATEGORY AND FEE SCHEDULE

____	Food Establishment (10 Consecutive Day Limit)	First Day 74.00____
		Each Additional Day 25.00____
✓	Non-Profit Establishment (10 Consecutive Day Limit)	Each Event 44.00 ✓
____	Beverage Only (No Preparation, 10 Consecutive Day Limit)	Each Event 44.00____
____	Penalty Fee for Late Application (Refer to Attached Late Fee Policy)	$____
		TOTAL PAID $____

Applicant's Signature: [signature] Date: 3/27/09

Applicant's Printed Name: Robert W Johnson

Applicant's State Drivers License or State Identification Card Number * J-525-945-866-107

Notice of Rights – Your driver's license number or Minnesota identification card number is classified as private data and is being requested for tracking of prior food applications and licenses. Furnishing your drivers license or Minnesota identification card number is voluntary. Refusal to provide drivers license or Minnesota identification number may cause a delay in the application process. Private data furnished by you is available only to you, the Washington County Department of Health, Minnesota Department of Health or other authorized agencies. Any further disclosure of this information will require an informal consent from you or a court order.

Washington County

Department of Public Health & Environment
GOVERNMENT CENTER
14949 62ND ST N, PO BOX 6, Stillwater MN 55082-0006
OFFICE 651-430-6655 Fascimile Machine 651-430-6730

2009

SPECIAL EVENT FOOD STAND INFORMATION SHEET

(Please be specific and type or print legibly)

Name of Applicant: Bayport Community Action League Event: "Dance Place" Pig Roast Fundraiser

PLEASE COMPLETE AND CHECK THE FOLLOWING DETAILED INFORMATION REGARDING YOUR FOOD BOOTH AND MENU ITEMS:

Handwashing facilities are required. Choose on of the following methods
_____Gravity device supplied with running water (70 °F to 110°F) and a faucet, soap, paper towels, nailbrush
✓ Sink available in stand with running water (70 °F to 110°F), soap, paper towels and a nailbrush
_____Other – please describe_____

Utensil/equipment washing is **required.** Describe the approved method that will be used for washing multi-use utensils and equipment. Utensils/equipment will be washed inside Bethlehem Lutheran Church using sink, running water, commercial soap, paper towels and nail brush.
If located outdoors, describe the floor and ceiling materials of the required stand: N/A

Identify the source of water for the food stand, the method of water storage on-site and the water disposal method.
N/A - Any needed water will come from Bethlehem Lutheran Church

☐**Chicken**
Where was chicken purchased?_____
Where will chicken be stored prior to event?_____
Where and when will chicken be prepared? (Home prepared foods are **NOT** permitted):_____

If chicken is prepared on-site, describe the preparation procedures:_____

List equipment used to keep chicken at 41°F:_____
List equipment used to cook chicken to 165°F:_____
List equipment used to keep chicken at 140°F:_____
Describe how chicken will be safely transported to the event. (vehicle and containers to be used, means of refrigeration, use of warmers, etc.)_____

☐**Hamburger/Beef**
Where is hamburger purchased?_____
Where will hamburger be stored prior to event?_____
Where and when will hamburger be prepared? (Home prepared foods are **NOT** permitted):_____

If hamburger is prepared on-site, describe the preparation procedures:_____

List equipment used to keep hamburger at 41°F:_____
List equipment used to cook hamburger to 165°F:_____
List equipment used to keep hamburger at 140°F:_____
Describe how hamburger will be safely transported to the event. (vehicle and containers to be used, means of refrigeration, use of warmers, etc.)_____

☑**Pork**
Where is pork purchased? Hughes's Country Market - Stillwater
Where will pork be stored prior to event? Bethlehem Lutheran Church kitchen after cooking

Where and when will pork be prepared? (Home prepared foods are **NOT** permitted): Pork will be cooked at Bethlehem Lutheran Church the day before the event and the morning of the event in a portable pig roaster
If pork is prepared on-site, describe the preparation procedures: Pig Roaster

List equipment used to keep pork at 41°F:
List equipment used to cook pork to 165°F: Pig Roaster
List equipment used to keep pork at 140°F: Church ovens / Roaster
Describe how pork will be safely transported to the event. (vehicle and containers to be used, means of refrigeration, use of warmers, etc.) Event is held outside of church premises on City Village Green (approximately 25 yards from church kitchen)

☑**Sausage/Brats/Hot Dogs** (circle the appropriate food item)
Where is food purchased? Hughes Country Market - St. Louis
Where will food be stored prior to event? Church Freezer
Where and when will food be prepared? (Home prepared foods are **NOT** permitted): on portable Pig Roaster grill

If food is prepared on-site, describe the preparation procedures: Pig Roaster Grill

List equipment used to keep food at 41°F:
List equipment used to cook food to 165°F: Pig Roaster Grill
List equipment used to keep food at 140°F:
Describe how food will be safely transported to the event. (vehicle and containers to be used, means of refrigeration, use of warmers, etc.) Brats / hot dogs will be prepared on the Pig Roaster / grill

☑**Canned and Bottled Beverages:**
Bottled Water & Sodas

☐**Other food not previously noted:**
List ingredients in menu item. Baked beans, coleslaw, pickles, buns, pre packed bags of chips

Where are ingredients purchased? Sam's Club / Cub Foods

Where will ingredient items be stored prior to the event? Bethlehem Lutheran Church
Where and when will food be prepared? (Home prepared foods are **NOT** permitted): Morning of the event - 6/27/09 at Bethlehem Lutheran Church
If food is prepared on site, describe the preparation procedures. Beans in roaster to be warmed, cabbage and dressing to be mixed
List equipment used to keep food at 41°F (if necessary): Church refrigerators

List equipment used to cook food (if necessary): Roasters / ovens at church

List equipment used to keep cooked food at 140°F (if necessary): Ovens at church / Pig Roaster / Grill

Describe how ingredients will be safely transported to the event. (vehicle and containers to be used, means of refrigeration, use of warmers, etc.) Event is held within 25 yards of Bethlehem Lutheran Church on Bugg's Village Green

☐**Other food not previously noted:** N/A
List ingredients in menu item.

Where are ingredients purchased?

Where will ingredient items be stored prior to the event?
Where and when will food be prepared? (Home prepared foods are **NOT** permitted):

If food is prepared on site, describe the preparation procedures._____

_____

List equipment used to keep food at 41°F (if necessary):_____

_____

List equipment used to cook food (if necessary) _____

_____

List equipment used to keep cooked food at 140°F (if necessary):_____

_____

Describe how ingredients will be safely transported to the event (vehicle and containers to be used, means of refrigeration, use of warmers, etc.)_____

_____

☐**Other food not previously noted:**_____

List ingredients in menu item._____

_____

Where are ingredients purchased?_____

_____

Where will ingredient items be stored prior to the event?_____

Where and when will food be prepared? (Home prepared foods are **NOT** permitted):_____

_____

If food is prepared on site, describe the preparation procedures _____

_____

List equipment used to keep food at 41°F (if necessary):_____

_____

List equipment used to cook food (if necessary):_____

_____

List equipment used to keep cooked food at 140°F (if necessary):_____

_____

Describe how ingredients will be safely transported to the event. (vehicle and containers to be used, means of refrigeration, use of warmers, etc.)_____

_____

I have received and read the Washington County Department of Public Health and Environment standards for a Temporary Food Service Operation. I do hereby certify that I will comply with all of these requirements.

Applicant Signature:_____

Applicant Name Print: Robert W Johnson

FOR OFFICE USE ONLY

_____ _____

Environmental Specialist Date Approved

RISK - H M L
(Circle One)

An Equal Employment Opportunity/Affirmative Action Employer
If you need Assistance Due to Disability or Language Barrier, Please Call 651-430-6655 (TTY 651-430-6246)

Minnesota Lawful Gambling

LG220 Application for Exempt Permit

Fee is $50 for each event

An exempt permit may be issued to a nonprofit organization that
- conducts lawful gambling on five or fewer days, and
- awards less than $50,000 in prizes during a calendar year

For Board Use Only

Check # _____ $ _____

ORGANIZATION INFORMATION

Organization name: Bayport Community Action League for "Dave's Place" Pig Roast Fundraiser

Previous gambling permit number:

Type of nonprofit organization. Check one.

☐ Fraternal ☐ Religious ☐ Veterans ☑ Other nonprofit organization

Mailing address	City	State	Zip Code	County
P.O. Box 113	Bayport	MN	55003	Washington

Name of chief executive officer (CEO)	Daytime phone number	Email address
Robert W. Johnson	(651) 379-3212	bobj@mirinc.com

Attach a copy of ONE of the following for proof of nonprofit status. Check one.

Do not attach a sales tax exempt status or federal ID employer numbers as they are not proof of nonprofit status.

☐ **Nonprofit Articles of Incorporation OR a current Certificate of Good Standing**
Don't have a copy? This certificate must be obtained each year from
Secretary of State, Business Services Div , 180 State Office Building, St Paul, MN 55155 Phone 651-296-2803

☐ **IRS income tax exemption [501(c)] letter in your organization's name.**
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS at 877-829-5500

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
If your organization falls under a parent organization, attach copies of both of the following
a IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
b. the charter or letter from your parent organization recognizing your organization as a subordinate

☐ **IRS - proof previously submitted to Gambling Control Board**
If you previously submitted proof of nonprofit status from the IRS, no attachment is required

GAMBLING PREMISES INFORMATION

Name of premises where gambling activity will be conducted (for raffles, list the site where the drawing will take place)
Village Green - City of Bayport

Address (do not use PO box)	City	Zip Code	County
	Bayport	55003	Washington

Date(s) of activity (for raffles, indicate the date of the drawing)
6/27/09 to 6/27/09 (one day)

Check the box or boxes that indicate the type of gambling activity your organization will conduct

☐ Bingo* ☑ Raffles ☐ Paddlewheels* ☐ Pull-Tabs* ☐ Tipboards*

* **Gambling equipment** for pull-tabs, bingo paper, tipboards, and paddlewheels must be obtained from a distributor licensed by the Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo.

To find a licensed distributor, go to www.gcb.state.mn.us and click on List of Licensed Distributors, or call 651-639-4076

Also complete Page 2 of this form.

Fill-in & Print Form

Reset Form

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT

If the gambling premises is within city limits, a city official must check (X) the action that the city is taking on this application and sign the application

___The application is acknowledged with no waiting period
___The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city)
___The application is denied

Print city name _____
On behalf of the city, I acknowledge this application

Signature of city official receiving application

_____

Title_____Date____/____/____

If the gambling premises is located in a township, a county official must check (X) the action that the county is taking on this application and sign the application
A township official is not required to sign the application (unless required by the county).

____The application is acknowledged with no waiting period
____The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days
____The application is denied

Print county name _____
On behalf of the county, I acknowledge this application
Signature of county official receiving application

_____

Title_____Date____/____/____

(Optional) TOWNSHIP: On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within township limits [A township has no statutory authority to approve or deny an application [Minnesota Statute 349 166)]

Print township name _____

_____
Signature of township official acknowledging application

Title_____Date ____/____/____

CHIEF EXECUTIVE OFFICER'S SIGNATURE

The information provided in this application is complete and accurate to the best of my knowledge I acknowledge that the financial report will be completed and returned to the Board within 30 days of the date of our gambling activity

Chief executive officer's signature_____ Date

Complete a separate application for each gambling activity
- one day of gambling activity,
- two or more consecutive days of gambling activity,
- each day a raffle drawing is held

Send application with a copy of your proof of nonprofit status, and $50 application fee for each event. Make check payable to "State of Minnesota "

To: Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Financial report and recordkeeping required
A financial report form and instructions will be sent with your permit Within 30 days of the activity date, complete and return the financial report form to the Gambling Control Board

Questions?
Call the Licensing Section of the Gambling Control Board at 651-639-4076

Fill-in & Print Form | Reset Form

Data privacy. This form will be made available in alternative format (i.e. large print, Braille) upon request. The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your qualifications to be involved in lawful gambling activities in Minnesota You have the right to refuse to supply the information requested, however, if you refuse to supply this information, the Board may not be able to determine your qualifications and, as a consequence, may refuse to issue you a permit If you supply the information requested, the Board will be able to process your application Your name and and your organization's name and address will be public information when received by the Board All the other information you provide will be private data until the Board issues your permit When the Board issues your permit, all of the information provided to the Board will become public If the Board does not issue a permit all information provided remains private, with the exception of your name and your organization's name and address which will remain public Private data are available to Board members, Board staff whose work requires access to the information, Minnesota's Department of Public Safety, Attorney General, Commissioners of Administration, Finance, and Revenue, Legislative Auditor, national and international gambling regulatory agencies, anyone pursuant to court order, other individuals and agencies that are specifically authorized by state or federal law to have access to the information, individuals and agencies for which law or legal order authorizes a new use or sharing of information after this Notice was given, and anyone with your consent

Minnesota Department of Public Safety
ALCOHOL AND GAMBLING ENFORCEMENT DIVISION
444 Cedar Street Suite 133, St. Paul MN 55101-5133
(651) 201-7507 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

TYPE OR PRINT INFORMATION

NAME OF ORGANIZATION	DATE ORGANIZED	TAX EXEMPT NUMBER	
Bayport Community Action League "Dave's Place" Pig Roast Fundraiser	5/20/09		
STREET ADDRESS	CITY	STATE	ZIP CODE
P.O. Box 113	Bayport	MN	55003
NAME OF PERSON MAKING APPLICATION	BUSINESS PHONE	HOME PHONE	
Robert W. Johnson	(651) 379-3212	(651) 439-8894	
DATES LIQUOR WILL BE SOLD 6/27/09	TYPE OF ORGANIZATION CLUB CHARITABLE RELIGIOUS (OTHER NONPROFIT)		
ORGANIZATION OFFICER'S NAME	ADDRESS		
Robert W. Johnson - BCAL - Vice President	P.O. Box 113, Bayport, MN 55003		
ORGANIZATION OFFICER'S NAME	ADDRESS		
ORGANIZATION OFFICER'S NAME	ADDRESS		

Location license will be used If an outdoor area, describe

V. Hoge Green in Bayport, MN. Highway 95 and 4th St.

Will the applicant contract for intoxicating liquor service? If so, give the name and address of the liquor licensee providing the service
Bayport Legion; 263 North 3rd St, P.O Box 187, Bayport, MN 55003

Will the applicant carry liquor liability insurance? If so, please provide the carrier's name and amount of coverage.
Bayport Legion is the insurance carrier. Amount of coverage is $1000,000 - Each occurrence; $50,000 damage to premises; $5000/person med. expenses; $1,000,000 personal injury. $2,000,000 each & Aggregate

APROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL & GAMBLING ENFORCEMENT

CITY/COUNTY _____ DATE APPROVED _____

CITY FEE AMOUNT _____ LICENSE DATES _____

DATE FEE PAID _____

_____ _____

SIGNATURE CITY CLERK OR COUNTY OFFICIAL **APPROVED DIRECTOR ALCOHOL AND GAMBLING ENFORCEMENT**

NOTE: Submit this form to the city or county 30 days prior to event. Forward application signed by city and/or county to the address above. If the application is approved the Alcohol and Gambling Enforcement Division will return this application to be used as the License for the event

PS-09079 (05/06)

ECKBERG LAMMERS
MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Nicholas J Vivian, City Attorney

DATE: April 2, 2009

RE: Lind Assessment Abatement

In 2008, the City Council adopted the assessment roll for the Alley Improvements of 2008 Included in the assessment roll is an assessment against the property owned by Judith Lind at 713 5th Avenue North for $1,409.00. The assessment was certified to the County in November of 2008 as required by state law

On December 1, 2008, Ms. Lind delivered a personal check to the City in the amount of $1,409.00. However, because the assessment was already certified to the County, it could not be voluntarily removed from the County's assessment roll.

In order to remove an assessment from the County's Assessment roll, the County requires a resolution adopted by the City Council. The attached resolution provides for the abatement of the assessment which has been paid by Ms. Lind

RESOLUTION NO. 2009-_____

CITY OF BAYPORT
WASHINGTON COUNTY, MINNESOTA

A RESOLUTION PROVIDING FOR THE ABATEMENT OF PROPERTY TAXES RELATED TO THE ASSESSMENT OF THE ALLEY IMROVEMENT PROJECT OF 2008

WHEREAS, in 2008, the City Council for the City of Bayport approved, by resolution, the Alley Improvement Project of 2008, and

WHEREAS, in order to fund the Alley Improvement Project of 2008, in accordance with Minnesota Statutes Chapter 429, the City Council for the City of Bayport approved an assessment of the parcels benefited by the Alley Improvement Project of 2008, and

WHEREAS, in November of 2008, the City of Bayport certified to Washington County the assessment roll for the parcels benefited by the Alley Improvement Project of 2008, and

WHEREAS, the parcel owned by Judith Lind, located at 713 5th Avenue North, Bayport (PIN # 1002920120003) was included on the assessment roll as a benefited parcel; and

WHEREAS, an assessment was certified against the Lind parcel in the amount of $1,409.00, and

WHEREAS, on December 1, 2008, Judith Lind, by personal check number 10004, made payment directly to the City of Bayport in the amount of $1,409.00 in full satisfaction of the assessment certified against her parcel in order to fund the Alley Improvement Project of 2008, and

WHEREAS, Washington County requires the City Council for the City of Bayport adopt a resolution abating the assessment in order to remove the assessment from the County's assessment roll.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF BAYPORT, THE ASSESSMENT CERTIFIED AGAINST THE JUDITH LIND PARCEL LOCATED AT 713 5th AVENUE NORTH, BAYPORT, PIN # 1002920120003 IS HEREBY ABATED IN FULL.

BE IT FURTHER RESOLVED, WASHINGTON COUNTY IS HEREBY DIRECTED TO REMOVE THE ASSESSMENT IN ITS ENTIRETY FROM THE COUNTY ASSESSMENT ROLL.

Passed and adopted by the City Council for the City of Bayport this 6th day of April, 2009.

ATTEST:

_____ _____

Mike McGuire, City Administrator Jon Nowaczek, Mayor

SANDERS WACKER BERGLY, INC.

Landscape Architects And Planners

TRANSMITTAL

TO Mike McGuire	FROM Larry Wacker
COMPANY City of Bayport	DATE: 4/1/2009
RE: Design Construction Schedule - Barker's Alps Phase I Improvement	
SWB PROJECT NUMBER	COPY TO

We request that the City Council consider authorizing the preparation of a construction documents package and bidding the Barker's Alps Phase I Improvement Project with a total budget modified to include funds provided by Neighborhood Development Partners through a 429 assessment process and by the City's retention of Inspiration Development's share of a reimbursement for water service extension to St Croix Prep School The total amount provided by these sources is expected to be $160,625 The funds will be used to help finance improvements that are requirements of the final plat approval for the Inspiration Development and for construction of a play area planned for location at the south end of Barkers Alps Park The improvements are more fully described in a feasibility report prepared by Barry Peters

The 429 assessment funds and water service reimbursement funds will be added to the Phase 1 budget ($471,050) approved by the City Council in December 2008 The total revised budget for Phase I Improvements then is $471,050 plus 160,625 or $631,675. Refer to the attached Preliminary Cost Estimate for more detailed information

We propose the following final design and construction schedule for completion of items financed by the 429 process and for completion of other site work that the City has approved as part of the Phase I improvement package for Barker's Alps

TASKS	DATES
Completion of construction drawings and specifications for all Phase I improvements	May 5
Meet with City Council to review play equipment options	May 4

Advertise	May 5
Bid opening	May 26
Bid award	June 1
Construction start	June 15
Complete grading, parking lot, play area and path construction	August 14
Complete turf restoration and landscaping	September 15

Please call if you have any questions or comments

365 EAST KELLOGG BOULEVARD - SAINT PAUL MINNESOTA 55101 1411
PHONE 651-221 0401 FAX 651-297-6817
VISIT OUR WEBSITE WWW SWBINC COM

PRELIMINARY COST ESTIMATE

Phase I Site improvements
Barker's Alps Park, Bayport, MN

Prepared by Sanders Wacker Bergly, Inc	
Date. Revised April 1, 2009	
BARKER'S ALPS NORTH AREA (funded by park dedication fees and other sources as the City sees fit)	
ITEM	**TOTAL**
Treatment of rubble and debris	$37,000 00
Clearing of trees	$8,000.00
Grading of parking and playfield area	$50,000.00
Add fencing along property line at existing north ballfield	$12,000.00
45 stall parking lot	$46,000.00
Asphalt paths	$41,000 00
Retaining wall along hillside path	$50,000.00
Seeding	$22,000.00
Landscaping (trees and shrubs)	$5,000.00
SUBTOTAL	$271,000.00
10% Contingency	$27,100.00
SUBTOTAL	$298,100.00
BARKER'S ALPS SOUTH AREA (funded in part by park dedication fees and other sources as the City sees fit)	
Grading of south area (additional $14,000 provided by 429 assessment funds)	$19,500 00
Asphalt paths (additional $32,000 provided by 429 assessment funds)	$3,000.00
Play area with play equipment (additional $20,000 by 429 assessment funds)	$40,000 00
Court games (1/2 court basketball, hopscotch, 4-square)	$12,000.00
Topsoil and Seeding (additional $22,000 by 429 assessment funds)	$35,000.00
Landscaping (trees and shrubs)	$10,000 00
SUBTOTAL	$119,500 00
10% contingency	$11,950.00
SUBTOTAL	$131,450 00
Design and engineering fees	$36,500 00
Soil and construction materials testing expenses	$5,000.00
TOTAL CITY FUND BUDGET (approved by Council December 2008)	$471,050.00
TOTAL 429 ASSESSMENT (refer to S E H feasibility report)	$106,625.00
WATER SERVICE EXTENSION REIMBURSEMENT FUNDS	$54,000.00
PHASE I IMPROVEMENT FUNDS GRAND TOTAL	**$631,675.00**

SEH

April 1, 2009

RE Bayport, Minnesota
Southerly Barkers Alps Park
Improvements - Inspiration
SEH No A-BAYPO0801 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 is considering improvements to Barkers Alps in the northern part of the City The proposed improvements include grading, ball field improvements, adding playground equipment and other related work in the lower (northerly) area of the park along 5th Avenue North (CSAH 14) and the upper (southerly) area adjacent to the Inspiration development The attached map shows the improvement area

Inspiration Parkway, the main road in the Inspiration development and the access to the southerly park area, was partially constructed during the first phase of improvements in 2005 These phase one utility and street improvements of Inspiration Parkway end at a point approximately 700 feet east of the park entrance. Therefore, to provide access, Inspiration Parkway will need to be improved in some form to the entrance During the 2005 approval process for Inspiration, the owners (Contractor Property Developers Property) had agreed to extend Inspiration Parkway to the entrance when the City required the access They also agreed to construct a paved access road to the existing ground reservoir, booster station and treatment plant site and to make some park improvements The paved access would connect to the extension of Inspiration Parkway and tie into the existing gravel access road that currently extends to Stagecoach Trail The ultimate plan is to remove the gravel surface for the existing access west of the connection, but to maintain this area for backup access and for the local snowmobile trail Grading for stormwater ponding is also required, with a portion of the ponding occurring in Inspiration and a part in Barker Alps.

The City has met with the new owners of Inspiration, Bayport Mainstreet Holdings LLC, about the proposed park improvements and to discuss the required development improvements to provide access The owners have requested that the improvements be constructed and assessed back to the development under Minnesota Statues 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 financing under 429 was requested by the abutting property owners, a public hearing will not be required This letter report serves as the required Feasibility Report for the South Barkers Alps Park Improvements.

The proposed southerly park improvements will be included in an overall project for improvements to both the northerly and southerly park areas. The improvements are proposed to include grading for a passive field area, grading for stormwater ponding, placement of playground equipment construction of the park access (Inspiration Parkway) and construction of a paved access to the City's water system facilities east of the park. Since the utilities have not been constructed in Inspiration Parkway in the area

of the improvements, and since the time frame for the development's Phase 2 construction is not known, it is proposed to construct a gravel access only for Inspiration Parkway to the park entrance

Stormwater ponding has been determined for the ultimate development of Inspiration and a pond is included in the area of the park. The pond is to be constructed with part of the pond in Inspiration and part in Barkers Alps It is proposed to grade the normal wet ponding area as proposed, but to revise the proposed grading configuration for the 100 year event area so that it could be used as the passive field Grading would be such that the required ponding volumes are met, but that the area would drain so the field could be used when dry Attached is a site map with the proposed improvements

The estimated project cost for the Southerly Barkers Alps Park Improvements as noted above is $204,525. These costs include estimated construction costs, 10% contingencies, and design and engineering Construction costs are estimated based on unit prices seen for similar type work in the area, and for 2009 construction.

It is proposed to collect the majority of the southerly park improvements from assessments against Bayport Mainstreet Holdings LLC, the owners of Inspiration and from Park dedication fees The breakdown in cost recovery is as follows

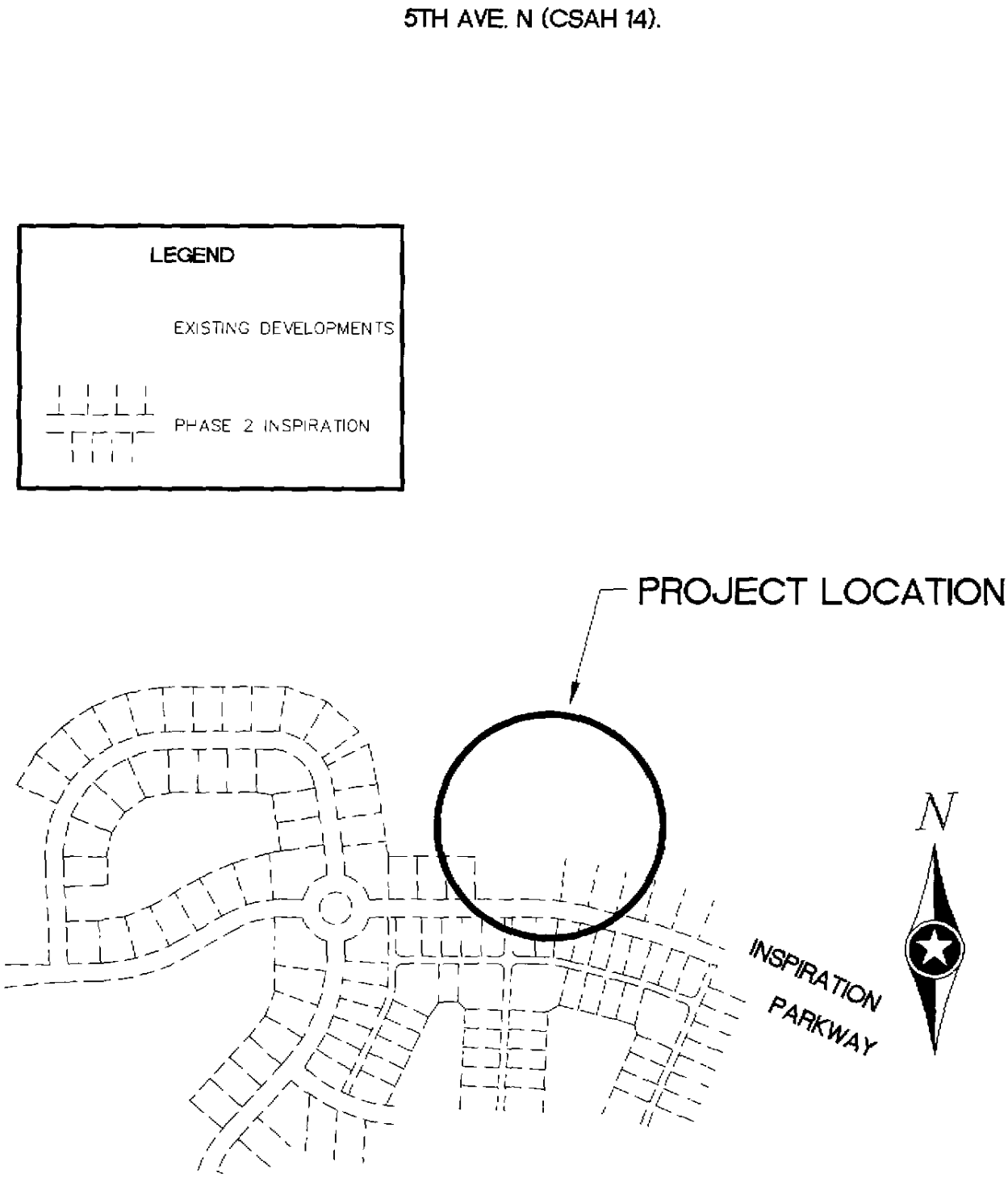
Estimated Phase 1 Site Improvement Costs to be funded by 429 process. .	$160,525
Credit for Inspiration's share of reimbursement for water extension to St. Croix Preparatory School (approximately)	($54,000)
Estimated 429 Assessment to Bayport Mainstreet Holdings LLK . . .	$106,525

The Southerly Barkers Alps Park Improvements as noted are feasible and economical from the engineering standpoint. The improvements are also necessary to provide play areas for residents of Bayport, to provide for stormwater control and to provide an improved access to City water system facilities. We recommend that if the project proceeds, the improvements be constructed as noted above We also recommend that the Council accept this Southerly Barkers Alps Park Improvement Feasibility Report.

Sincerely,

Barry C Peters, PE
City Engineer, Reg No 14148

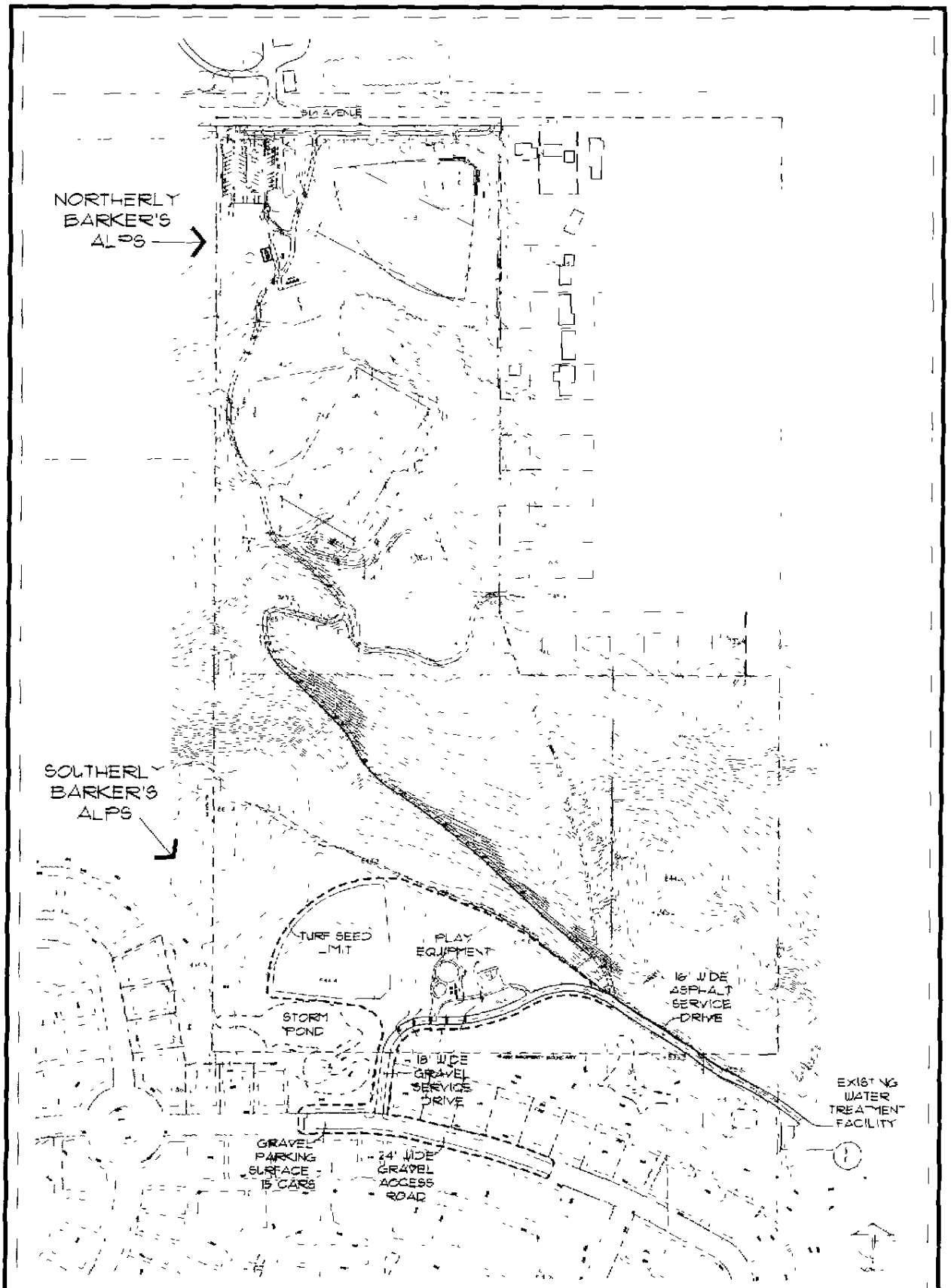
bcp
Attachments



SEH
PHONE (651) 490-2000
3535 VADNAIS CENTER DR
ST PAUL, MN 55110

FILE NO	SOUTH BARKERS ALPS	EXHIBIT
ABAYP008010.00	PARK IMPROVEMENTS	NO. 1
DATE 03/31/09	BAYPORT, MINNESOTA	

S:\AE\B\bayp\080100\2009\inspiration park\prel report\location.dwg 3/31/2009 4:14:19 PM, Adobe PDF



SITE IMPROVEMENTS FUNDED BY 429 PROCESS

BARKER'S ALPS PARK

Bayport, Minnesota

LANDSCAPE ARCHITECTS & PLANNERS

APRIL 2009

PRELIMINARY COST ESTIMATE		
Phase I Site improvements Funded by 429 Process		
Barker's Alps Park, Bayport, MN		
Prepared by Sanders Wacker Bergly, Inc		
Date March 31, 2009		
Item #	**Description**	**Estimated Cost**
1	Grading and excavation for 429 improvements	$14,000.00
2	Gravel road construction from west end of existing Inspiration road to parking lot (14,000 sq.ft.)	$11,000.00
3	Gravel parking lot construction (7,000 sq ft.)	$5,500 00
4	Gravel service drive/path (3,000 sq.ft)	$2,500.00
5	Asphalt service drive/path (19,000 sq.ft.)	$32,000.00
6	Play equipment (additional $40,000 provided by other City funds)	$20,000.00
7	Storm pond grading (3,500 cu yd. rough grading & 71,000 sq.ft. finish grading)	$25,000.00
8	Topsoil and seeding	$22,000.00
	SUBTOTAL	$132,000.00
	10% Contingency	$13,200.00
	Design and engineering	$12,325.00
	Soil and construction materials testing expense	$3,000.00
	SUBTOTAL	**$160,525.00**
	Inspiration Development's share of reimbursement for water service extension to St. Croix Prep.	($54,000 00)
	429 ASSESSMENT FUNDS GRAND TOTAL	$106,525.00

Mayor and Bayport City Council
294 N. 3rd St
Bayport, MN 55003

March 30, 2009

Honorable Mayor and City Council Members,

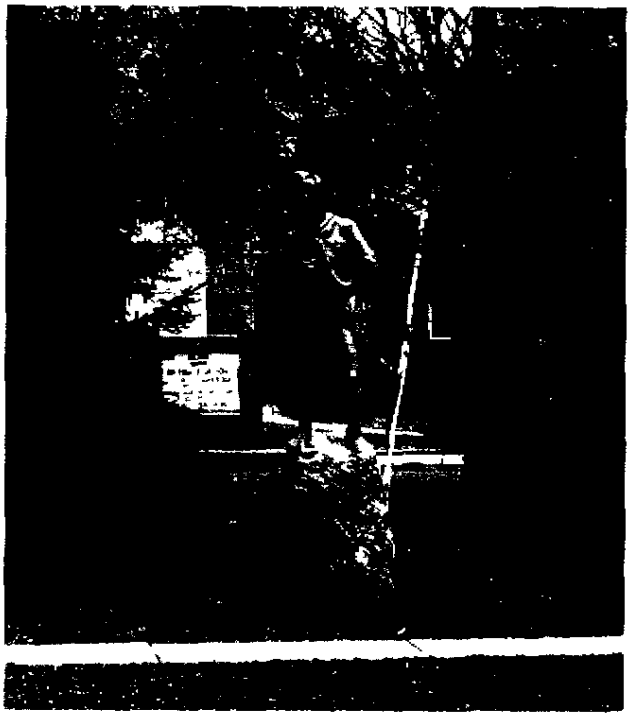
The Boy Scouts of America was founded in 1910 and chartered by the United States Congress in 1916. As part of the 100th anniversary celebration, the Northern Star Council of the BSA plans to place six "The Boy Scout" statues throughout the Council. Boy Scout Troop 113 has continuously served the youth of Bayport since 1922. Troop 113 is chartered to the Hesley Jensen American Legion Post and Bethlehem Lutheran Church. Scouting's highest honor, the Eagle award, has been earned by 80 members of Troop 113.

On May 5, 2008 the Bayport City Council voted to support the efforts of the City of Bayport to acquire one of the six available statues.

On February 23, 2009 the Northern Star Council of the Boy Scouts of America notified us that Bayport has been allocated one of the McKenzie "The Boy Scout" statues. The Northern Star Council will cover the costs for the statue, base, and footing - but any help from the city on excavation or pouring of the footing would be great. If the city wants to do any other pavers, benches, etc., that would be for the city to pay for.

If Bayport has a desired date for the placement/dedication we need to let Northern Star Council know. The first statue will be scheduled for October 1 of 2009 (site not determined yet, so that date is available) and Northern Star Council can scatter the other five in fall of '09, and then spring/summer of '10, with the final statue going to Base Camp on October 2, 2010

I have been working with City Staff and the American Legion to determine a suitable location for the statue It was determined that the Village Green offered the best visibility with the least impact to other uses.



Five locations on the Village Green were analyzed for visibility, interference with other memorials and compliance with city statutes.

The best location is believed to be on the South East side of the intersection of 4th Avenue and highway 95, where the yellow bench currently stands.

The statue would be centered between the existing pine trees, and roughly 36 inches back from the sidewalk to simplify mowing.

Thank you for your consideration of this matter

Joseph Reding

Joseph Reding
On behalf of the Troop 113 Committee

May 5, 2008 Bayport City Council meeting, open forum, item 2:
Consider a request for placement of a McKenzie Boy Scout statue in a city park: Joe Reding, 162 5th Avenue North, representing Troop 113, reviewed the troops' request to place a replica of the statue, "The Boy Scout," at the Village Green or Perro Park, as part of the Boy Scouts of America 100th anniversary celebration. Discussion followed on placement of the statue, with Councilmember Kraftson recommending considering Lakeside Park He reminded council members of an earlier resident request for some type of veteran's memorial in a city park.
It was moved by Councilmember Johnson and seconded by Councilmember Carlson to support the efforts of the City of Bayport to acquire one of the six available Boy Scout statues Motion carried.

Section 714.02 of the Bayport Municipal code:
On any corner lot, nothing shall be placed or allowed to grow in such manner as to impede vision between a height of 2 1/2 and ten feet above the centerline grades of the intersecting streets within 15 feet of the intersecting street right-of-way lines This restriction shall also apply to the planting of crops and to yard grades that result in elevations that impede vision within 15 feet of any intersecting street right-of-way lines.

If you would like to learn more about the history of Scouting in Bayport, please visit.
http://www.troop113.indianhead.org/T113%20History

For more information about "The Boy Scout" statue, please visit:
http://www.dacbsa.org/about-DAC/boy-scout-statue.htm

Formal Request

Attention: Mike McGuire/ City Administrator

It has come to the attention of a number of residents that there is a need for a farmers market in Bayport. Individuals want access to good wholesome fresh produce, while knowing that the goods that are bought at the market go to help support St Croix River Valley farmers. We would like all vendors to be local (grown in the valley and not sent in from areas outside of the valley).

The intended location would be Perro Creek Park off of Highway 95 in Bayport. This location is very visible and central to the town.

We are planning on starting the market on either July 6 or July 13, depending on sweet corn availability. We want to make sure that we start at a time when there is a lot of produce available, especially during our first year. We would like to keep the market open until October 26. Our proposed time is every Monday from 3-7 p.m. (rain or shine) Stillwater's market is on Saturday, and Hudson's market is on Thursday, so we wouldn't have a conflict with them.

We are planning on at least 15 vendors to begin with. Below is a list of types of vendors that we are looking for: (we want it to remain a farmers market and not bring in crafts etc.). As we move forward we would like to incorporate music, fire department, local businesses, etc. to do demonstrations. We could also have a community service booth, to promote, at no cost, that group's and /or club's mission and projects.

3-4 vegetable vendors

1 Apple/squash/cider vendor

1 Bakery

1 Flower Vendor

1 herb, plant, garlic Vendor

1 Honey Vendor

1 Dairy/Egg Vendor

1 Organic Meat Vendor

1 sweet corn vendor

1 Food Vendor (hot dogs, pop, water, etc.)

1 soap & oil vendor

1 chair massage Vendor

If you have any further questions please contact Patti Alt @ 651-439-7982 or Scott Elkin @ 651-351-5070. Thank you for your consideration.

Elkin

RECEIVED
MAR 2 5 2009

M E M O R A N D U M

DATE: **March 26, 2009**

TO: **City Council**
Mike McGuire, City Administrator

FROM: **Sara Taylor, Assistant City Administrator/Planner**

SUBJECT: **Consider a request for a conditional use permit (CUP) to allow five designated parking stalls to be used for overnight, outdoor storage of customer vehicles during non-business hours, for a proposed transmission and auto repair business, located at 120 3rd Street South**

A. BACKGROUND

The property is located at 120 3rd Street South and is legally described as the east one-half of Lots 10-12, Block 71 Bayport, Washington County, Minnesota. The parcel contains an existing commercial garage/office and a paved parking lot, which were previously used for an outdoor auto sales business. The property is zoned B-2 Central Business and is surrounded by a combination of residential and commercial uses.

Gordy and Suzanne Tellinghuisen, applicant and prospective property owners, plan to open a transmission and auto repair business, which is a permitted use within the zoning district. In conjunction with this use, the applicant would like to designate five parking stalls on the property to be used for overnight, outdoor storage of customer vehicles during non-business hours. City code requires that outdoor storage within the B-2 zoning district be regulated by a CUP. Therefore, the applicant is requesting a CUP for outdoor storage, in conjunction with the proposed permitted transmission and auto repair use.

The Planning Commission held the required public hearing on March 9, 2009. Notice of the hearing was mailed to all property owners within 350' of the subject property and published in the Stillwater Gazette on February 23, 2009. The following informational items are attached:

- narrative by the applicant
- site plan of the property with proposed outdoor storage parking area
- photos of the existing property

B. STAFF COMMENTS

In 2004, this property received some major updating, as part of a CUP and variance request, to use the property for outdoor auto sales. In the past year, the auto sales use has been discontinued and the property has been listed for sale. As stated above, the prospective property owners would like to open a transmission and auto repair business in the site. The proposed use is permitted within the B-2 zoning district. However, in conjunction with this use, the applicant would like to designate five parking stalls to be used for overnight, outdoor storage of customer vehicles during non-business hours, which requires a CUP.

To ensure the use will be compatible with the surrounding neighborhood, all repair work associated with the business will be conducted within the existing garage/office building, with the exception of occasional storage of automobiles waiting to have work completed or waiting to be picked up by customers. General operating hours will be 8:00 a.m. – 6:00 p.m. Monday – Friday and 8:00 a.m. – 12:00 p.m. on Saturday and Sunday.

As part of the business plan, the applicant is proposing to complete some minor remodeling to the interior of the existing building. However, the floor plan will continue to accommodate four repair stalls, one of which will be utilized as an office space for the business. No modifications to the existing parking lot are planned, with the exception of designating the five parking stalls for outdoor storage of customer vehicles after business hours, as well as employee and customer parking stalls. Additional landscaping is also proposed, to comply with the city code requirement that landscaping improvements equal to 1% of total project cost be installed on the property.

Because the property was recently updated, and has been maintained in good condition since these updates, staff feels that the property is in compliance with the performance standards set forth by city code. The paved parking lot that was installed in 2004 will easily accommodate the parking demands for the proposed business and outdoor storage. In addition, because repair activity will be contained within the building, the proposed use will be compatible with the surrounding neighborhood.

C. *SUGGESTED FINDINGS OF FACT AND CONDITIONS OF APPROVAL*

The purpose of a CUP is to regulate uses that are not permitted by right in a zoning district. As part of the application process for a CUP, the property should be reviewed for compliance with performance standards set forth by city code, impacts and overall compatibility with the surrounding neighborhood, and whether the proposed use would be beneficial to the community.

After reviewing the property and proposed project, staff feels that the parking area for overnight, outdoor storage of customer vehicles during non-business hours, in conjunction with the transmission and auto repair business, would be compatible with the zoning for the property and the overall neighborhood. However, to comply with regulations set forth by city code, and minimize the impact on the surrounding neighborhood, staff recommends the following conditions of approval:

- The five (5) designated parking stalls to be utilized for overnight, outdoor storage of customer vehicles during non-business hours shall be located along the west side of the parking lot and screened at all times by a solid 6 foot privacy fence. The stalls shall be striped and posted for such use.

- There shall be a minimum of three (3) parking stalls designated for employee parking. The stalls shall be striped and posted for such use.

- There shall be a minimum of one (1) customer handicap parking stall. The stall shall be striped and posted for such use.

- To minimize the impact to surrounding properties, the applicant shall make an effort to store customer vehicles inside the building during non-business hours, when feasible, rather than storing/parking the vehicles in the designated outdoor storage area.

- All customer vehicles parked/stored in the outdoor storage area must be licensed and operable. No vehicle shall be parked within this outdoor storage area for more than seven [illegible] days.

- [illegible] landscaped and shall be maintained between the parking lot and the public right-of-way.

- General hours of operation shall be 8 00 a m 6.00 p m. Monday – Friday and 8 00 a.m – 12.00 p m on Saturday and Sunday The business shall not be open to the public outside of the established hours of operation

- The CUP may be reviewed for compliance on an annual basis, or as the City Council deems necessary, to ensure compliance with the conditions of the CUP

D. *PLANNING COMMISSION ACTION*

At its meeting on March 9, 2009, the Planning Commission voted 3-0 to recommend approval of the application, subject to the findings of fact as stated in section "C" and the conditions recommended by staff

E. *RECOMMENDATION*

Staff recommends approval of a CUP to allow five designated parking stalls to be used for overnight, outdoor storage of customer vehicles during non-business hours, for a proposed transmission and auto repair business, located at 120 3rd Street South. Suggested findings of fact and conditions of approval are stated in section "C" of the staff report City Council action to approve or deny the application is requested

Gordy Tellinghuisen
2541 Harvester Ave East
Maplewood, Minnesota 55119
651 528 8566
651 324 1684 (mobile)

February 3, 2009

Sara Taylor
Assistant City Administrator/Planner
294 N. Third
Bayport, Minnesota 55003

Subject. Conditional Use Permit

Dear Ms Taylor

This is in reference to our conversation in regard to obtaining a conditional use permit for customer overnight parking at the property located at 120/122 Third Street South in Bayport..

The proposed area for overnight parking is on the west side of the parking lot, along the fence line.

Daytime customer and handicap parking shall be on the east side of the parking lot and employee parking on the north end of the lot

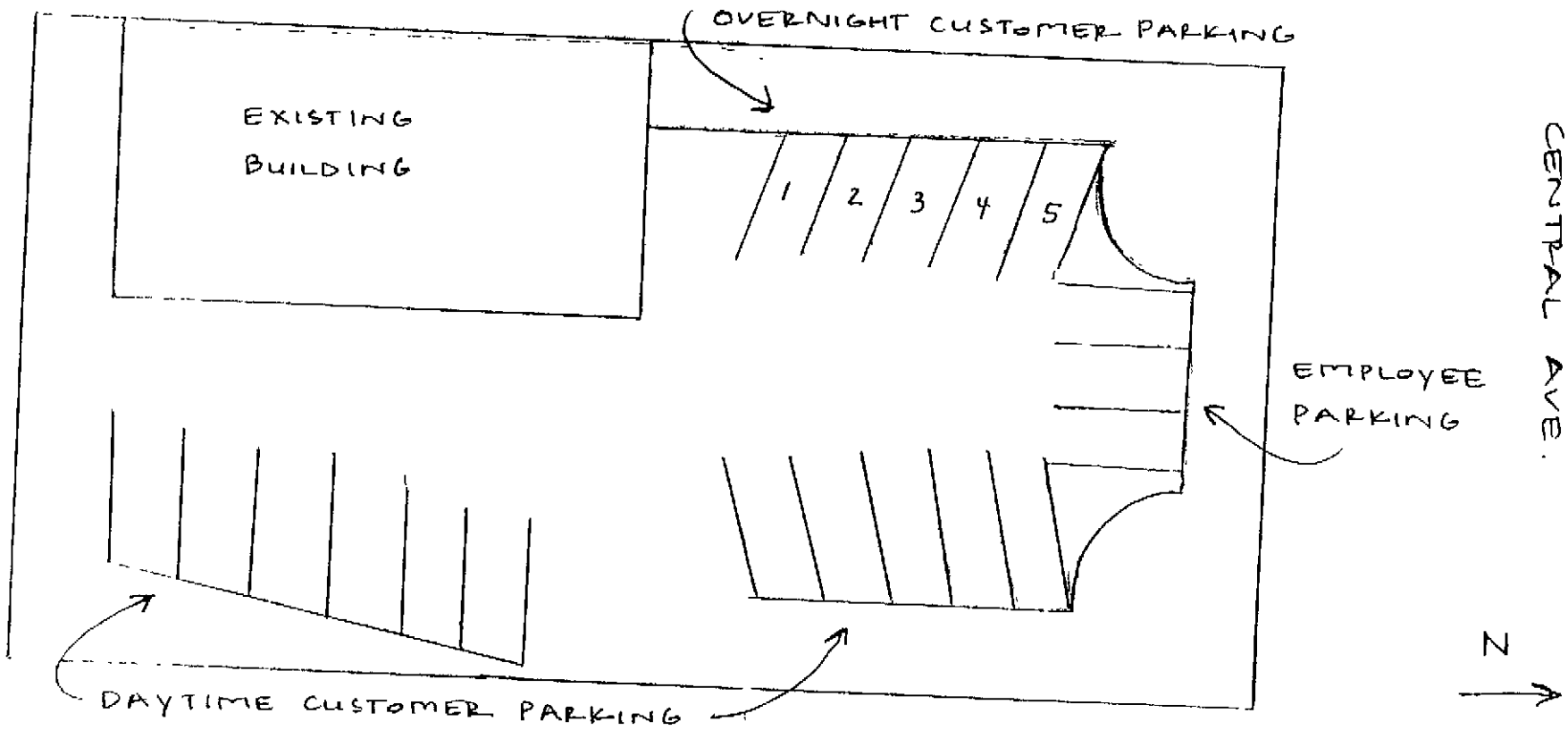
I appreciate and fully understand the Cities concern regarding the appearance of this property.

I assure you, that as a professional I am fully aware of the necessity of maintaining a business in a neat, clean and orderly condition.

Thank you for your assistance in this matter

Sincerely,

Gordy Tellinghuisen



120 3RD STREET

SERVICE
CENTER

SERVICE

RESOLUTION NO. 09-

EXTRACT OF THE MINUTES OF THE CITY COUNCIL MEETING
CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA
HELD APRIL 6, 2009

Pursuant to due call and notice therefore, the regular meeting of the City Council of the City of Bayport, Minnesota was duly held at the Bayport City Hall in said municipality on the 6th day of April, 2009

The following members were present

The following members were absent:

Council member _____ introduced the following resolution and moved its adoption

RESOLUTION APPROVING A CONDITIONAL USE PERMIT TO ALLOW FIVE DESIGNATED PARKING STALLS TO BE USED FOR OVERNIGHT, OUTDOOR STORAGE OF CUSTOMER VEHICLES DURING NON-BUSINESS HOURS, FOR A PROPOSED TRANSMISSION AND AUTO REPAIR BUSINESS, LOCATED AT 120 3RD STREET SOUTH, LEGALLY DESCRIBED AS THE EAST ONE-HALF OF LOTS 10-12, BLOCK 71 BAYPORT, WASHINGTON COUNTY, MINNESOTA

WHEREAS, The city received a request from prospective property owners Gordy and Suzanne Tellinghuisen to consider a conditional use permit (CUP) to allow overnight, outdoor storage of customer vehicles during non-business hours for their proposed transmission and auto repair business on this site, and

WHEREAS, The Planning Commission of the City of Bayport held a public hearing on March 9, 2009 for the purpose of obtaining public comment on the application. At the close of the public hearing, the Planning Commission unanimously recommended approval of the application to the City Council, and

WHEREAS, The City Council of the City of Bayport approved the application on April 6, 2009 at its regular meeting, and

WHEREAS, The City Council has made the following findings of fact

FINDINGS OF FACT

A On or about February 19, 2009, the city received a CUP application request to allow five designated parking stalls to be used for overnight, outdoor storage of customer vehicles during non-business hours, for a proposed transmission and auto repair business, located at 120 3rd Street South

B The subject property is zoned B-2 Central Business. The transmission and auto repair business is a permitted use in this district. However Section 601.01 (5) (b) of city code requires that outdoor storage in the B-2 district be regulated by a CUP

C To ensure the use will be compatible with the surrounding neighborhood, all repair work associated with the business will be conducted within the existing garage/office building, with the exception of occasional storage of automobiles waiting to have work completed or waiting to be picked up by customers, which would be located within the designated area on the site

D The existing garage/office building on the site contains four repair stalls, one of which will be utilized as an office space for the business. General operating hours will be 8:00 a.m. - 6:30 p.m. [illegible] and 8:00 a.m. - 2:00 p.m. on Saturday and Sunday. Because the property was recently [illegible] and has been maintained in good condition since these updates, the property is in compliance [illegible]

standards The existing paved parking lot will easily accommodate parking demands for the proposed business and outdoor storage

E. The property is located within the central business area of the city and surrounded by other commercial uses. Since all repair work will be performed within the existing garage the business should not have a negative impact on the surrounding neighborhood As such, allowing a CUP for the proposed use is appropriate.

F Based on paragraphs (A)-(E) above a CUP is justified to allow five designated parking stalls to be used for overnight, outdoor storage of customer vehicles during non-business hours, for a proposed transmission and auto repair business

G. NOW THEREFORE BE IT RESOLVED By the City Council of the City of Bayport, Washington County, Minnesota, does hereby ordain as follows

1 The application for the requested CUP is hereby approved, subject to the conditions below and based on findings of fact above, and the regulations set forth by city code:

- The five (5) designated parking stalls to be utilized for overnight, outdoor storage of customer vehicles during non-business hours shall be located along the west side of the parking lot and screened at all times by a solid 6 foot privacy fence The stalls shall be striped and posted for such use

- There shall be a minimum of three (3) parking stalls designated for employee parking The stalls shall be striped and posted for such use

- There shall be a minimum of one (1) customer handicap parking stall. The stall shall be striped and posted for such use.

- To minimize the impact to surrounding properties the applicant shall make an effort to store customer vehicles inside the building during non-business hours, when feasible, rather than storing/parking the vehicles in the designated outdoor storage area.

- All customer vehicles parked/stored in the outdoor storage area must be licensed and operable No vehicle shall be parked within this outdoor storage area for more than seven (7) days.

- A landscaped yard shall be maintained between the parking lot and the public right-of-way

- General hours of operation shall be 8 00 a.m – 6 00 p m Monday - Friday and 8.00 a.m – 12.00 p m. on Saturday and Sunday. The business shall not be open to the public outside of the established hours of operation

- The CUP may be reviewed for compliance on an annual basis or as the City Council deems necessary to ensure compliance with the conditions of the CUP

2 The entire record of the hearing including without limitation the testimony and exhibits presented together with the discussion of the City Council regarding the matters described herein are hereby made a part of the record of these proceedings

The motion for adoption of the foregoing resolution was duly seconded by Council member _____ and upon roll call being taken hereon the following voted [illegible]

[illegible] on Nowaczek [illegible] Carson

Dan Johnson - Judy Seeberger -
Torry Kraftson -

Thereupon said resolution was declared duly passed and adopted and signed by the Mayor and the City Administrator. Passed by the City Council, City of Bayport, Washington County, Minnesota on this 6th day of April 2009

ATTEST.

Mike McGuire
City Administrator

Jon Nowaczek
Mayor

A copy of the full 2008 City of Bayport audit, as presented at the April 6, 2009 City Council meeting, can be found on the city's website as a separate item with the City Council Meeting Packets.

CITY OF BAYPORT

294 NORTH 3RD STREET
BAYPORT MN 55003

ELECTED OFFICIAL OUT-OF-STATE TRAVEL POLICY

PURPOSE

The City of Bayport recognizes that its elected officials may, at times, receive value from traveling out of the state for workshops, conferences, events, and other assignments This policy sets forth the conditions under which out of state travel will be reimbursed by the city

GENERAL GUIDELINES

1. The event, workshop conference, or assignment must include an estimate of the cost of the travel In evaluating the out of state travel request, the City Council shall consider the following

   - whether the elected official will be receiving training on issues relevant to the city or to his or her role as a member of the City Council
   - whether the elected official will be meeting and networking with other elected officials from around the country to exchange ideas on topics of relevance to the city or on the official roles of elected officials
   - whether the elected official will be viewing a city facility or function that is similar in nature to one that is currently operating at, or under consideration by the city where the purpose for the trip is to study the facility or function to bring back ideas for the consideration of the full City Council
   - whether the elected official has been specifically assigned by the City Council to testify on behalf of the city or to otherwise meet with federal officials on behalf of the city
   - whether the city has sufficient funding available in the budget to pay the cost of the trip
   - whether the elected official will be resigning or not seeking reelection within the immediate future

2. No reimbursements will be made for attendance at events sponsored by or affiliated with political parties

3. The city may make payments in advance for airfare, lodging, and registration if specifically approved by the City Council Otherwise, all payments will be made as reimbursements to the elected official

4. The city will reimburse for transportation, lodging meals, registration and incidental costs using the same procedures limitations, and guidelines outlined in the city's policy for travel by city employees

5. No more than two elected officials shall be reimbursed for attendance at the same event

SEH

March 30, 2009

RE Bayport, Minnesota
Railroad Quite Zone
SEH No ABAYPO080100 14.00

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

Attention Mike McGuire

Bayport's railroad crossings have been in place long enough for the City to have been grandfathered in under the quite zone rules for the existing night-time whistle ban These rules allowed the City to have only passive warning devises, warning signs, at all crossing. The Federal Railroad Administration (FRA) will at some time require the City to upgrade the crossings with signals and gates They have extended the time for upgrades if the road authority (Bayport) is working on improvements, including attempting to obtain State or Federal funding

Dave McKenzie from our office suggests that the City request placement on the MnDOT list for signal funding It is unclear at this time if MnDOT will have a formal solicitation process this year, but they continue to compile lists of requests It takes 3 to 5 years to receive funding Signal and gate construction costs are approximately $250,000 and the MnDOT program will pay 90 percent with the road authority being required to pay the balance. Without the funding, all costs will be the City's

Attached is a draft letter for the City to send to MnDOT to request being placed on funding list. We recommend that the Council authorize submitting the letter If you have any questions, I will be available to discuss at the April meeting.

Sincerely,

Barry C. Peters
City Engineer

bcp
Attachment
c: Mike McGuire, City Administrator
Sara Taylor, Assistant Administrator
s:\acib bayp0 080100 2009 rr quite zone 2009 03-30 council ltr doc

Julie Carr
Program Manager
Office of Freight & Commercial Vehicle Operations
Mn DOT, MS 470
395 John Ireland Blvd
St Paul MN 55155

RE: Potential Railroad Crossing Improvements
Bayport Minnesota

Dear Ms Carr,

The City Of Bayport has several at grade road crossings that have only passive warning devices and would like to have them considered in your program for new railroad signals with gates.

The following crossings are the City's higher priorities:

184348Y	10th Avenue N.	3 tracks
391343J	4th Avenue N.	Near employee parking lot
391344R	5th Avenue N	Near employee parking lot
391342C	Central Ave	

The City has a preexisting nighttime quiet zone The tracks are owned by the Union Pacific Railroad.

We would appreciate your review of these crossings to determine if they are eligible for your program. Thanks for your consideration.

SEH **MEMORANDUM**

TO Honorable Mayor and City Council

FROM: Barry Peters

DATE March 25, 2009

RE Safe Routes to School
SEH No ABAYPO0801 00 14 00

I received an email from the Minnesota Safe Routes to School Coordinator with the list of successful applicants for the 2009 solicitation Bayport's TH 95 Pedestrian Crossing project is not included on the list. I have included a copy of project list

MnDOT received 105 applications totaling $11 5 million, but had only $2 1 million to distribute Twenty five projects were selected across the State

bcp

c Mike McGuire, City Administrator
Sara Taylor, Assistant City Administrator

s de hbaypo 080100 2009 safe routes to school 2009-03 25 result m en c doc

2009 Safe Routes to School Projects by District

District 1 **$258,360**

Bovey and Coleraine Non Infrastructure $10,000
Bovey/Coleraine Safe Routes to School Coordinator
The SRTS Coordinator will work with students, teachers, parents, and volunteers to encourage and promote biking and walking to school. There will be a special emphasis on creating sustainability for the program

Chisholm Non Infrastructure $14,000
Chisholm Safe Routes to School Plan
This plan will identify barriers to walking and biking to school in Chisholm, draft solutions to those barriers to improve children's safety, and encourage kids to walk to school

Deer River Non Infrastructure $14,000
Deer River Safe Routes to School
This plan will identify barriers to walking and biking to school in Deer River, draft solutions to those barriers to improve children's safety, and encourage kids to walk to school

Duluth Infrastructure $155,870
Lester Park Elementary Safe Routes to School Infrastructure Improvements
This project involves the addition of sidewalk and bulbouts, installation of programmable advance warning signals, improved signage, enhancing the visibility of crosswalks, and supplying student crossing guards with flashing crossing paddles.

Ely Non Infrastructure $14,000
Ely Safe Routes to School
The SRTS Coordinator will work with students, teachers, parents, and volunteers to encourage and promote biking and walking to school.

Hibbing Non infrastructure $35,000
Hibbing Safe Routes to School Program
The proposed project focuses on increase the visibility of the school zone, crosswalk enhancements and sidewalk improvements around Lincoln School and Hibbing High School in urban central neighborhood.

Proctor Non Infrastructure $25,000
Proctor School District Bicycle and Pedestrian Safety Curriculum Initiatives
New bicycle & pedestrian safety skills units and education campaigns will be incorporated into Proctor's K-8 physical education and health classes, developed and implemented in a partnership between administration, teachers, parents, police and community members.

Virginia Non Infrastructure $19,000
Virginia Safe Routes to School Plan
This plan will identify barriers to walking and biking to school in Virginia, draft solutions to those barriers to improve children's safety, and encourage kids to walk to school.

District 2 — $103,400

Crookston — Infrastructure — $175,000

Fisher Avenue (CSAH 11) School Zone Pedestrian Safety Project

The Fisher Avenue School Zone Pedestrian Safety Project seeks to encourage safe pedestrian access to all Crookston schools through pedestrian improvements, awareness, and education.

East Grand Forks — Infrastructure — $168,160

Sidewalk Extension to Central Middle School

Based on early evaluation, a new sidewalk is needed on the east side of Bygland Road, a major arterial street, from 13th Street SE to Central Middle School This portion of the road is still designed as a rural (ditched) road, leading to unsafe bike/ped school travel.

District 3 — $717,326

Aitkin — Infrastructure — $117,000

Aitkin Safe Routes to School

This project includes construction of new sidewalks within the City of Aitkin that will fill 3 gaps in the community and provide children with a safer means of arriving at the elementary school

Brainerd and Baxter — Non Infrastructure — $50,000

Brainerd-Baxter Safe Routes to School Plan

Hire a consultant to perform a community wide study to create a SRTS guideline that would include identifying walking/biking obstacles, creating presentation materials for educating students & the public and prioritizing future infrastructure improvements needed.

Otsego — Infrastructure — $175,000

Otsego Elementary CSAH 42 Bike Trail

We propose to connect the existing City bike trail system to Otsego Elementary School This connection fills a gap in the trail system to connect a large developing residential area to the school and provide a safer route along a busy County Road.

Pierz — Non Infrastructure — $11,926

Pierz Safe Routes to School Project

This project will identify safety concerns & barriers to walking & riding bike to school, and develop a plan to overcome those barriers using the five E approaches of engineering, education, enforcement, encouragement and evaluation.

Pillager — Non Infrastructure — $15,300

Pillager Safe Routes to Schools

This project will provide activities in the areas of education, encouragement, enforcement and the development of a Safe Routes to School plan. Evaluation of the project will be included in the activities and is a component of the SRTS plan.

Richmond — Infrastructure — $172,800

Richmond Elementary Schools Trail

A bike/pedestrian trail will be constructed in the right-of-way of County State Aid Highway (CSAH) 67 and 2nd Street. It will connect residential areas with Richmond and Sts Peter & Paul elementary schools Enforcement, education and encouragement will also be used

St. Cloud Infrastructure $175,300

Westwood Safe Routes to School

The Westwood Elementary SR2S Project will create a safer environment for students who walk and bike to school as well as other community members who utilize the splash pad/park/playground area adjacent to the school on a daily basis

District 4 **$50,000**

Fergus Falls Infrastructure $50,000

Fergus Falls Safe Routes to School Plan

The City of Fergus Falls, Fergus Falls Public Schools, and all private schools in the city limits are in need of route planning for student safety. This could include sidewalks, paths, signage and other safety features to facilitate a safe route to school.

Metro District **$1,049,500**

Bloomington Infrastructure $175,000

Bloomington Safe Routes to School Program

Bloomington, City and School District, will construct new sidewalk to fill in gaps in the routes to five schools, to increase student safety There will also be encouragement activities to promote walking and bicycling, and education with the Police

Lakeville Infrastructure $175,000

City of Lakeville Safe Routes to School Program Independent School Districts 192, 194, 196

The City of Lakeville is proposing new trails/sidewalks, crosswalks, innovative pedestrian signing, and bike racks to promote walking/bicycling for seven schools. Non-infrastructure activities are proposed to educate and encourage students to walk/bike to school.

Minneapolis Infrastructure $171,500

School Route Mapping Pilot Project

Map school routes and distribute maps in the community, focusing on neighborhoods with crime and personal safety issues. Designated routes would be enhanced with signing and pavement markings and would have increased enforcement by the police department.

North Branch Infrastructure $171,500

North Branch Area Schools CO RD 14/Hemingway Ave. Safe Route Improvements

The proposed project will provide more appealing and safer routes to all North Branch Schools (K-12) and the Trinity Christian School while encouraging lifelong active lifestyles

Rosemount Non Infrastructure $35,000

Rosemount Safe Routes to School: Non-infrastructure

Our non-infrastructure project will focus on encouragement, education, and evaluation. We will work with the school district to promote a "Walk to School Day" in 2009, and we will conduct an in-depth study of current conditions to find areas of needed improvement

Plymouth Infrastructure $35,000

Wayzata Public Schools ISD 284 Safe Routes to School

Wayzata ISD 284 seeks funding to build new sidewalks and trails for three schools to provide continuous connections and promote safe walking and biking to schools. Non-infrastructure activities are proposed to complement the infrastructure improvements

District 6 **$0**

District 7 **$132,000**

Waseca Non Infrastructure $16,580

Let's Walk, Let's Bike!. Bicycle and Trail Safety Education

To provide bicycle and trail safety education for Waseca students in order to encourage and increase the number of student walkers and bikers to school, furthermore, exposing students to the local Waseca pedestrian and bike trail system

District 8 **$0**