CITY OF BAYPORT
CITY COUNCIL MEETING
Council Chambers, 294 North 3rd Street
October 6, 2008

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

CALL TO ORDER

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

PROCLAMATIONS, COMMENDATIONS, PETITIONS, AND ANNOUNCEMENTS
1. September recycling award to Mark Johnson
2.

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.

CONSENT AGENDA TAB #
Consider approving a resolution adopting items 1 through 13

1.	September 8, 2008 City Council regular meeting minutes	1
2.	September 8, 2008 Public Works Department Review minutes	2
3.	September payables and receipts	3
4.	September building, plumbing and mechanical permits	4
5	Change orders for improvement work at Lakeside Park	5
6.	Police Department Safe & Sober Communities Grant Agreement	6
7.	Police Department Alcohol and Gambling Enforcement Project Grant Contract	7
8.	Police Department Squad Vehicle Replacement	8
9.	Canine Program Donations – 3rd Quarter Summary	9
10.	Purchase of new Public Works pickup truck	10
11.	Special event application to use Perro Park for Halloween "Tunnel of Terror"	11
12.	Expenditures for Public Works and Police as specified within OSHA grant agreement	12
13.	Agreement to assess sewer hookup costs for 690 Minnesota Street South	13

COUNCIL LIAISON REPORTS

UNFINISHED BUSINESS

1.	Consider acceptance of an alley paving feasibility study and consider setting a public improvement hearing and public assessment hearing for the project	14
2.	Review of City Hall business hours	15
3.	Consider options for teeter-totter replacement at Lakeside Park	
4.	Update on the temporary storage of the house on city property	16

		TAB #
5	Consider the property appraisal for 226 3rd Street North, adjacent to City Hall	17

NEW BUSINESS

1.	Consider a request for a conditional use permit to allow outdoor seating and consumption of food and beverages within a proposed outdoor, uncovered front porch area at the Hesley Jensen American Legion Post 491, located at 263 3rd Street North	18
2.	Consider a preliminary concept and cost estimate for Phase I improvements at Barker's Alps Park	19
3.	Update on Highway 95 Pedestrian Crossing Study and discussion of grant opportunities	20
4.	Consider modifying city sidewalks to include handicap/pedestrian ramps	21

COUNCIL ITEMS AND ANNOUNCEMENTS

CITY ADMINISTRATOR ITEMS AND ANNOUNCEMENTS

1. Final budget adoption meeting set for November 10, 2008
2.

ADJOURNMENT

RESOLUTION NO. 08-

EXTRACT OF THE MINUTES OF MEETING OF THE CITY COUNCIL OF THE CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA HELD OCTOBER 6, 2008

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 October 2008, 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 OCTOBER 6, 2008 CITY COUNCIL AGENDA

1 September 8, 2008 City Council regular meeting minutes
2 September 8, 2008 Public Works Department Review minutes
3. September payables and receipts
4. September building, plumbing and mechanical permits
5. Change orders for improvement work at Lakeside Park
6. Police Department Safe & Sober Communities Grant Agreement
7. Police Department Alcohol and Gambling Enforcement Project Grant Contract
8. Police Department Squad Vehicle Replacement
9 Canine Program Donations – 3rd Quarter Summary
10. Purchase of new Public Works pickup truck
11. Special event application to use Perro Park for Halloween "Tunnel of Terror"
12. Expenditures for Public Works and Police as specified within OSHA grant agreement
13. Agreement to assess sewer hookup costs for 690 Minnesota Street South

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 –
Sharon Ridgway –	

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 October 2008.

ATTEST:

_____ _____

Mike McGuire, City Administrator Jon Nowaczek, Mayor

CITY OF BAYPORT
CITY COUNCIL MEETING MINUTES
COUNCIL CHAMBER
SEPTEMBER 8, 2008
6:00 P.M.

CALL TO ORDER

Pursuant to due call and notice, Mayor Nowaczek called the regular City Council meeting of September 8, 2008 to order at 6:05 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, Torry Kraftson and Sharon Ridgway

Members Absent: None

Others Present: Administrator Mike McGuire, Fire Chief Mike Bell, Police Chief Laura Eastman, Public Works Supervisor Mel Horak, Library Director Kathy MacDonald, Finance Officer Wanda Madsen, Engineer Barry Peters, Assistant Administrator/Planner Sara Taylor, Attorney Nick Vivian

PROCLAMATIONS/COMMENDATIONS/PETITIONS

1. Mayor Nowaczek announced that the August recycling award went to John Kirchstein
2. Mayor Nowaczek noted that longtime Bayport residents, Ralph and Cindy Utecht, celebrated their 50th wedding anniversary on August 30th.

OPEN FORUM

CONSENT AGENDA

Mayor Nowaczek read items 1-10 on the consent agenda.

Councilmember Kraftson introduced the following resolution and moved its adoption:

Resolution 08-13

A RESOLUTION APPROVING CONSENT AGENDA ITEMS 1-10 FROM THE SEPTEMBER 8, 2008 CITY COUNCIL AGENDA

1. August 4, 2008 City Council regular meeting minutes
2. August payables and receipts
3. August building, plumbing and mechanical permits
4. Retirement of Police Officer Patrick Logan and authorization to fill the position
5. Renewal of Captains Corner, LLC, 193 North 3rd Street, Bayport, MN 55003 2:00 a.m. liquor license
6. Purchase of an airless line painting machine for the Public Works Department
7. Purchase of a utility vehicle and attachments for the Public Works Department
8. Completion of the 2008 city audit by the firm of Abdo, Eick, & Meyers
9. Central St. Croix Valley Joint Cable Commission and Valley Access Channels budgets for 2009
10. Administrative fine for Woody's Bar and Grill for serving alcohol to an underage customer

Councilmember Carlson had a question and commented on item 4.

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

Jon Nowaczek – aye
Connie Carlson – aye
Dan Johnson – aye
Torry Kraftson – aye
Sharon Ridgway – aye

PUBLIC HEARINGS

COUNCIL LIAISON REPORTS

UNFINISHED BUSINESS

Consider quotes for the Lakeside Park stone monument entry sign. Landscape architect Larry Wacker reviewed two bids for a limestone identification sign for Lakeside Park and described the proposed finishes and coloring. Discussion followed on the shape of the stone, with councilmembers recommending that the shape not be altered.

It was moved by Councilmember Carlson and seconded by Councilmember Ridgway to accept the bid from Rivard Stone, Inc., Houlton, Wisconsin, for a limestone monument sign for Lakeside Park, in the amount of $4,044.18, and up to $600.00 for placement, for a total of $4644.18.

Consider options for replacement of teeter-totters in Lakeside Park: Public Works Supervisor Horak reviewed five options for replacing the teeter-totter in Lakeside Park Discussion followed on the pros and cons of the spring and beam style equipment options. Councilmember Ridgway indicated a preference for a specific teeter-totter and requested additional time in order to provide pictures of it.

It was moved by Councilmember Ridgway and seconded by Councilmember Johnson to table the discussion to the next meeting, in order to provide more information on a specific style of teeter-totter Motion carried 3-2, with Councilmember Kraftson and Mayor Nowaczek voting nay.

Update on progress of beach area improvements at Lakeside Park and Brownfield Assessment at Barker's Alps Park: Landscape Architect Wacker reported that the site improvements at Lakeside Park are basically complete, and staff will be following up with the contractor to complete the punch list items. He recommended approval of the project and noted there is a standard one year warranty on the work He stated he has been monitoring the sand blanket and it has not shifted since installation, except for some runoff during a heavy rain caused by placement of the temporary silt fence. He noted there is a plastic curb between the turf and sand for stability purposes. He recommended that ATVs, snowmobiles, etc., not be allowed winter access to the river over the renovated beach area.

The Minnesota Pollution Control Agency (MPCA), with funds from the Environmental Protection Agency (EPA), has committed to Phase 1 and 2 environmental assessments at Barker's Alps. There have been delays due to MPCA changes in administration of the Brownfield program, and staff is hopeful the studies will be done this fall, followed by improvements beginning next spring. Councilmember Kraftson questioned whether design work could proceed prior to getting the assessment results, specifically on the trail connection from the Inspiration development. Mr. Wacker stated that some design work may continue and he plans on doing a thorough examination of the trail system this fall, to keep the project moving forward. He doesn't believe there are any obstacles to constructing the trail; however, there may be some mitigation necessary that could delay the construction. Administrator McGuire stated he would review the design contract components with Mr. Wacker and bring back a recommendation for additional services, if needed, to keep the project moving forward.

Consider a request to extend the temporary storage of a house on public property. The city has been approached by Brian Shelton, the new owner of a house that is temporarily being stored on city property, to extend the temporary storage agreement with the city. Mr. Shelton would like to move the house to the River Park Marina for residential and office use. Administrator McGuire explained that this would be an expansion of a non-conforming use, and Mr. Shelton was informed of two possible options for pursuing this use. Staff recommended allowing Mr. Shelton to continue the temporary storage agreement, if he chooses to pursue one of the options, conditioned on a fee of $500.00 per month and adequate insurance protection. If not, it was recommended the owner have ten days to remove the house from city property.

Phil Soby, Elizander Company, representing Brian Shelton and River Park Marina, stated they were still in the process of exploring options for placing the house at River Park Marina. It is their intent to move the house to the marina, and they requested the storage agreement be extended until the process could be determined and completed. Councilmember Kraftson recommended that additional security fencing be installed, if the extension is allowed. Discussion followed on the length of the extension period. Attorney Vivian clarified that Mr. Shelton would have 30 days to file an application with the city, and that there would be a $500 rental fee for both the past month's storage and the additional 30 days, for a total of $1,000.00, plus appropriate application fees.

It was moved by Councilmember Johnson and seconded by Councilmember Carlson to extend the temporary storage agreement for a house on city property for 60 days from the original expiration date, with payment of $1,000.00 for the additional 2-month rental fee by September 12, 2008, and installation of additional security fencing. Motion carried.

NEW BUSINESS

Consider city alley paving project, including authorization to order a feasibility study, and setting an assessment hearing date: Public Works Supervisor Horak indicated a group of residents petitioned the city to provide costs for paving their alley between 8th and 9th Street North, south from 5th Avenue North. If possible, they would like the work done this year. The six affected property owners were contacted to gauge their interest in the project, and 50% of these property owners were in favor of the project. Supervisor Horak indicated the gravel alley is in poor condition, despite city maintenance efforts, in part because it is not heavily used. The preliminary cost estimate for the project is $15,600.00, of which the city would pay 50% and the six benefiting property owners would pay 50%. Councilmember Johnson voiced support of the project, and Mayor Nowaczek noted his hesitation to proceed without support of the majority of affected property owners. Councilmember Kraftson favored a citywide pavement analysis program to determine the streets/alleys in greatest need of repair/replacement, instead of approving projects on a case-by-case basis. Engineer Peters stated a pavement management study was done in the mid-1990s, wherein all streets were rated. However, the management program ceased due to lack of support from residents. He noted that city streets have a good sub grade and have held up fairly well. The 2010-2013 proposed CIP does include funding for a pavement management study.

It was moved by Councilmember Johnson and seconded by Councilmember Carlson to authorize a feasibility study to pave the alley between 8th and 9th Streets North, between 4th and 5th Avenues North. Motion carried 4-1, with Mayor Nowaczek voting nay.

It was noted a public improvement hearing and a public assessment hearing also need to be scheduled for the project. Engineer Peters indicated the feasibility study would be ready for the October meeting. Attorney Vivian recommended setting both public hearings for the November meeting.

Consider 2009 preliminary budget: Administrator McGuire presented the proposed city budget for 2009. He noted that increased costs for petroleum-based products and insurance influenced the budget, as well

as replacing expensive equipment and labor agreements. State aid and taxes provide the majority of the proposed revenue. The 2009 proposed levy is $1,022,533.00, up 3.8% from 2008; however, it is lower than the 2003-2005 levies. He noted additional revenue sources have been secured to help keep the levy down and that state aid increased for 2009. The proposed budget includes the addition of a full-time police officer and allots funds for future maintenance and equipment needs. The proposed 2009 Capital Improvement Projects (CIP) plan was reviewed, as well as the 2010-2013 CIP. He noted the city has one tax-exempt bond, which will have a debt balance of $975,000.00, after the 2009 payment. The major fund balances, as of December 31, 2007, were reviewed. The water and sewer funds have been close to breaking even in the past few years; however sizable losses are projected in the water (-$6,312.00) and sewer (-$23,688.00) funds in 2009. The City Council will be asked to consider recommendations to offset these losses in the next few months. Administrator McGuire reviewed the estimated tax impact of the proposed levy that would increase taxes 1.99%. A $150,000 home would see a yearly increase of $9.02; $200,000 home, $12.02, $250,000 home, $15.03; and a $500,000 home, $30.06.

Administrator McGuire reviewed providing lifeguard service at Lakeside Park and increasing City Council pay, which are not included in the proposed budget. Staff does not recommend hiring lifeguards for 2009, but proposed to continue with the beach attendant program for another year. He reviewed a survey of City Council compensation for 10 area cities, noting Bayport's compensation is on the lower end. He noted the City Council would be adopting a resolution for the maximum proposed levy at tonight's meeting, and the levy amount could be reduced after the public Truth in Taxation hearing in November or December, but it could not be increased

Councilmember Johnson noted that the Library Board had a concern with a $2,500.00 withdrawal from the library budget to finance a new municipal building maintenance fund. Administrator McGuire indicated staff proposed the new $10,000.00 fund to proactively prepare for major repairs to the library, city hall, fire hall, and the public works building. A total of $2,500.00 was taken from each of the four department's 2009 budgets for the new fund. A committee, compromised of the library director, public works supervisor, fire chief, administrative representative, and the administrator, would recommend yearly improvements for City Council approval. Councilmember Johnson stated the Library Board questioned the statutory authority for the Library Board to give money back to the city, once the city has appropriated the funds for library purposes only. He would like the city attorney to research the issue, prior to final budget approval later this year Attorney Vivian reported that city ordinances state that any money collected for or credited to the Library Board is under the exclusive control of the Library Board. Joe Reding, Library Board President, reviewed Minnesota Statutes relating to use of library funds and requested City Council action to address the Library Board's concerns. Mayor Nowaczek stated that he believes a building maintenance fund is a good business practice but suggested finding another way to fund the library's $2,500.00 portion for the 2009 budget. Staff will bring back a proposal for discussion at the final budget meeting

Police Chief Eastman explained the benefits of her request to hire one additional full-time officer instead of continuing to hire part-time officers, who typically use their employment as a stepping stone to full-time employment with another agency. Pre-employment screening and training for a new part-time officer costs over $7,000.00, and most officers leave after a year or less. With the addition of a full-time officer, a "power" shift would be added, with the canine officer eventually providing this coverage. She answered questions related to increased user fees in the Police Department budget and vehicle status.

Discussion followed on adding lifeguard service to the proposed budget, at an estimated cost of $9,000.00. Councilmembers were not in favor of adding the service for 2009. They generally felt that it would take some time for the swim area to become popular, at which point hiring lifeguards could be reviewed again. Councilmember Carlson questioned the salary of the beach house attendants, based on

the job responsibilities. Assistant Administrator Taylor stated finding adequate staff was a challenge this year, and the compensation rate will be discussed next spring.

Councilmembers discussed the current City Council salaries. Mayor Nowaczek noted that serving on the City Council is largely a volunteer position, however he feels a regular compensation adjustment may be needed to keep up with inflation. Councilmember Ridgway stated it's been over 10 years since the pay rate has been increased and recommended a cost-of-living increase when staff contracts are negotiated. Councilmember Kraftson strongly believes a raise is not in order; however, is in favor of a 3% annual increase, in line with staff cost-of-living increases. Councilmember Johnson believes the councilmember compensation is in line; however he would like to see the Mayor's salary increased to 1.5 times that of the councilmember compensation, or $4,050.00 per year He also supports an annual review of the compensation rates. Councilmember Carlson is not in favor of a councilmember increase, however supports an annual cost-of-living increase and an increase for the Mayor.

It was moved by Councilmember Johnson and seconded by Councilmember Carlson to amend the city ordinance to maintain the councilmember compensation at $2,700.00 per year, increase the Mayor's salary to 1.5 times the 2008 councilmember rate, with annual cost-of-living increases for all councilmembers, in line with staff increases. Motion carried. Staff will bring back a revised ordinance for consideration at the next meeting.

Councilmember Kraftson stated he would like the Highway 95 Pedestrian Crossing to be a priority and would like it noted as a line item in the 5-year CIP

Councilmember Johnson introduced the following resolution and moved its adoption:

Resolution 08-14

RESOLUTION OF THE CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA, ADOPTING THE PRELIMINARY CITY BUDGET FOR 2009

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

Jon Nowaczek – aye	Torry Kraftson – aye
Connie Carlson – aye	Sharon Ridgway – aye
Dan Johnson – aye	

Councilmember Johnson introduced the following resolution and moved its adoption:

Resolution 08-15

RESOLUTION OF THE CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA, ESTABLIHING THE PRELIMINARY LEVY CERTIFICATION FOR THE CITY'S GENERAL AND DEBT SERVICE FUND AND LIBRARY FUND AT $1,022,533

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

Jon Nowaczek – aye	Torry Kraftson – aye
Connie Carlson – aye	Sharon Ridgway – aye
Dan Johnson – aye	

Councilmember Johnson introduced the following resolution and moved its adoption, with the addition of a line item for the Highway 95 Pedestrian Crossing, in an unspecified amount:

Resolution 08-16

RESOLUTION OF THE CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA, ADOPTING THE PRELIMINARY CAPITAL IMPROVEMENT PLAN FOR 2009 THROUGH 2013

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

Jon Nowaczek – aye	Torry Kraftson – aye
Connie Carlson – aye	Sharon Ridgway – aye
Dan Johnson – aye	

COUNCIL ITEMS/ANNOUNCEMENTS

1. Councilmember Carlson reported on Bayport Senior Center upcoming events. They will be volunteering at Derby Days Taste of Bayport on September 20th; Police Chief Eastman will be speaking at a breakfast meeting on September 24th; and there will be a scrabble tournament and hoe-down on September 25th. They will also be volunteering with Afton-Lakeland and Andersen Elementary students, teaching them how to play cribbage.

ADMINISTRATOR/STAFF ITEMS AND ANNOUNCEMENTS

ADJOURNMENT

It was moved by Councilmember Carlson and seconded by Councilmember Johnson to adjourn the meeting at 8:45 p.m Motion carried.

CITY OF BAYPORT
PUBLIC WORKS DEPARTMENT WORKSHOP MINUTES
PUBLIC WORKS BUILDING, 98 2ND AVENUE SOUTH
SEPTEMBER 8, 2008
5:00 P.M.

CALL TO ORDER

Pursuant to due call and notice, Mayor Nowaczek called the City Council quarterly review session of the Public Works department of September 8, 2008 to order at 5:05 p m.

ROLL CALL

Members Present: Mayor Jon Nowaczek, Councilmembers Dan Johnson, Torry Kraftson and Sharon Ridgway. Councilmember Carlson arrived at 5:40 p.m.

Members Absent: None

Others Present: Administrator Mike McGuire, Public Works Supervisor Mel Horak, Assistant Administrator/Planner Sara Taylor

Department Overview/Objectives: Public Works Supervisor Horak stated the Public Works building was completed in 1992 and is very adequate for the department's current and anticipated future needs. The current staffing was reviewed. He noted that it would be beneficial to hire a person with technical experience to help maintain the city's expanding water and sewer infrastructure, with the next staffing replacement. He reported that replacing the radio communication system in 2006 for SCADA, the water and sewer monitoring system, has greatly reduced problems with the system. The cemetery, parks, streets, sewer and water duties and proposed 2009 budgets were reviewed. Supervisor Horak stated that cleaning and flooding the skating rinks is time intensive; however, the effort is greatly appreciated by users.

Discussion followed on the department's increased duties and subsequent maintenance issues with the addition of the booster station, air stripper, beach house and expanded sewer and water system. He reported that from a cost-effective standpoint, the department's emergency preparedness status has improved with the purchase of a portable backup generator that can be hooked up to the two lift stations. He would like to add the capability of plugging the generator into well house 3, and this electrical project is included in the proposed CIP

Supervisor Horak stated there is a minimal amount of annual street patching needed, due to a good gravel base and ongoing seal coating program The current street sweeper is 20 years old and maintenance intensive. It may need to be replaced in coming years, especially if the Watershed Management Organization mandates more frequent and/or thorough street sweeping He noted that the department is requesting authorization to purchase a versatile utility vehicle at the regular September City Council meeting that can be used for alley grading and snow removal.

The department tries to clean the entire sewer system annually, which may become every two years, given the increase in sewer lines. The League of Minnesota Cities recommends every four years; however, Bayport has problems with root intrusion if lines are not cleaned at least every two years. It has been approximately 15 years since the entire system was televised, although the city contracts with a consultant to have trouble spots televised, as needed. Staff is looking into the costs/timing of having the entire city system televised. Supervisor Horak reported that the sewer flushing equipment purchased last year has been working well. Most maintenance and repairs are done in-house with the current equipment, and the challenges of repairing newer, technologically advanced equipment was noted as an issue, as equipment needs to be replaced.

Discussion followed on TCE testing, which indicates the air stripper is removing all TCE from well 2 (7.8 ppb going into the air stripper and 0 ppb coming out). There are minor detections of TCE in wells 3 and 4, however the amounts are not trending upward as quickly as well 2 did, prior to installation of the air stripper.

The review of the Public Works department ended at 5.45 p.m.

CITY OF BAYPORT

REVENUE SUMMARY YTD THRU 09/30/08

FUND	FUND Descr	2008 Budget	2008 YTD Amt	2008 % of Budget	2008 % of Budget Remain
101	GENERAL	$2 108 130 00	$972 234 51	46 12%	53 88%
102	STREET RECONSTRUCTION	$0 00	$4 852 52	0 00%	0 00%
103	G O TIF BD FUND 1990 CAP PROJ	$0 00	$0 00	0 00%	0 00%
105	GENERAL FIXED ASSETS	$0 00	$0 00	0 00%	0 00%
106	TIF ECON DEV DIST 2	$0 00	$15,338 94	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	$45 000 00	0 00%	0 00%
201	D A R E	$0 00	$0 00	0 00%	0 00%
202	DRUG FORFEITURE	$0 00	$2 994 12	0 00%	0 00%
203	PUBLIC WORKS EQUIPMENT REPL	$0 00	$11 000 00	0 00%	0 00%
204	RECREATION CAP EQUIP & MAINT	$0 00	$3 932 30	0 00%	0 00%
205	TAX STABILIZATION FUND	$0 00	$0 00	0 00%	0 00%
206	WATER/SEWER IMPROVEMENT FUND	$0 00	$78,458 26	0 00%	0 00%
207	PARK IMPROVEMENT FUND	$0 00	$5 000 00	0 00%	0 00%
208	PRISON SEWER PROJECT	$0 00	$0 00	0 00%	0 00%
209	DEVELOPER REIMBURSED PROJECTS	$0 00	$0 00	0 00%	0 00%
210	K-9 UNIT	$0 00	$10,542 00	0 00%	0 00%
211	LIBRARY	$290 334 00	$94 630 66	32 59%	67 41%
303	GO TIF BOND 1990 DEBT SERVICE	$0 00	$42 642 28	0 00%	0 00%
307	DEBT SERVICE GO BONDS $710 000	$0 00	$0 00	0 00%	0 00%
601	WATER	$332 920 00	$164 445 69	49 39%	50 61%
602	SEWER	$634 587 96	$307 545 64	48 46%	51 54%
800	INVESTMENTS-POOLED	$0 00	$134,025 52	0 00%	0 00%
803	P & Z ESCROWS	$0 00	$15,800 00	0 00%	0 00%
851	NON EXP TRUST	$0 00	$0 00	0 00%	0 00%
		$3 365,97[illegible] 96	$1,908 442 44	56 70%	43 30%

CITY OF BAYPORT

MONTHLY RECEIPTS

Period Name SEPTEMBER

FUND	Tran Date	Amount	Refer Comments	Account Descr
FUND 101 GENERAL				
101	9/29/2008	$25 00	15189 PEDDLERS FEE	R 101-00000-32100 BUSINES
101	9/9/2008	$2 00	15148 FILING PAPERS	R 101-00000-33100 ADMINIST
101	9/9/2008	$1 00	15150 JOEL ANEZ - COPIES	R 101-00000-34105 USER FE
101	9/9/2008	$2 00	15153 BERWALD ROOFING - COPIES	R 101-00000-34105 USER FE
101	9/18/2008	$3 50	15158 COPIES	R 101-00000-34105 USER FE
101	9/18/2008	$12 00	15159 COPIES	R 101-00000-34105 USER FE
101	9/18/2008	$2 00	15167 COPIES	R 101-00000-34105 USER FE
101	9/25/2008	$1 00	15171 NEIL MEYERRING - COPIES	R 101-00000-34105 USER FE
101	9/25/2008	$2 00	15176 COPIES	R 101-00000-34105 USER FE
101	9/25/2008	$500 00	15186 RIVER PARK MARINA - RENTAL FEE FO	R 101-00000-36220 RENTAL I
101	9/9/2008	$0 50	15144 SURCHARGE	G 101-20104 STATE SURCHA
101	9/9/2008	$4 51	15146 SURCHARGE	G 101-20104 STATE SURCHA
101	9/9/2008	$10 00	15147 SURCHARGE	G 101-20104 STATE SURCHA
101	9/9/2008	$3 60	15149 SURCHARGE	G 101-20104 STATE SURCHA
101	9/18/2008	$1 00	15160 SURCHARGE	G 101-20104 STATE SURCHA
101	9/18/2008	$108 71	15161 SURCHARGE	G 101-20104 STATE SURCHA
101	9/18/2008	$10 00	15166 SURCHARGE	G 101-20104 STATE SURCHA
101	9/25/2008	$11 00	15173 SURCHARGE	G 101-20104 STATE SURCHA
101	9/25/2008	$50 00	15175 SURCHARGE	G 101-20104 STATE SURCHA
101	9/25/2008	$7 00	15182 SURCHARGE	G 101-20104 STATE SURCHA
101	9/25/2008	$35 00	15168 OCT DENTAL INS	G 101-27107 DELTA DENTAL
101	9/25/2008	$35 00	15168 SEPT DENTAL INS	G 101-27107 DELTA DENTAL
101	9/25/2008	$35 00	15177 DENTAL INS	G 101-27107 DELTA DENTAL
101	9/9/2008	$60 67	15154 KENT FARNHUM - HEALTH INSURANCE	G 101-27109 MEDICA
101	9/25/2008	$497 76	15168 SEPT HEALTH INS	G 101-27109 MEDICA
101	9/25/2008	$497 76	15168 OCT HEALTH INS	G 101-27109 MEDICA
101	9/25/2008	$497 76	15177 HEALTH INS	G 101-27109 MEDICA
101	9/25/2008	$14 50	15168 OCT , LIFE	G 101-27118 LINCOLN LIFE
101	9/25/2008	$14 50	15168 SEPT LIFE INS	G 101-27118 LINCOLN LIFE
101	9/9/2008	$30 00	15152 BERWALD ROOFING COMPANY - CONT	R 101-41910-32100 BUSINES
101	9/29/2008	$50 00	15190 CONTRACTOR LICENSE	R 101-41910-32100 BUSINES
101	9/9/2008	$191 75	15146 FEE	R 101-41910-32210 BUILDING
101	9/9/2008	$339 25	15147 PERMIT FEE	R 101-41910-32210 BUILDING
101	9/9/2008	$220 51	15147 PLAN REVIEW FEE	R 101-41910-32210 BUILDING
101	9/9/2008	$162 25	15149 PERMIT FEE	R 101-41910-32210 BUILDING
101	9/18/2008	$73 75	15160 PERMIT	R 101-41910-32210 BUILDING
101	9/18/2008	$47 94	15160 PLAN REVIEW	R 101-41910-32210 BUILDING
101	9/18/2008	$1,764 75	15161 PERMIT	R 101-41910-32210 BUILDING
101	9/18/2008	$220 51	15166 PLAN REVIEW	R 101-41910-32210 BUILDING
101	9/18/2008	$339 25	15166 PERMIT	R 101-41910-32210 BUILDING
101	9/25/2008	$368 75	15173 PERMIT	R 101-41910-32210 BUILDING
101	9/25/2008	$1 056 75	15175 PERMIT FEE	R 101-41910-32210 BUILDING
101	9/25/2008	$686 89	15175 PLAN REVIEW	R 101-41910-32210 BUILDING
101	9/25/2008	$250 75	15182 PERMIT	R 101-41910-32210 BUILDING
101	9/9/2008	$75 00	15144 PERMIT	R 101-41910-32214 EXCAVAT
101	9/25/2008	$1,953 18	15170 BUILDING PERMITS	R 101-41910-34103 LAKELAN
101	9/9/2008	$10 00	15145 LICENSE	R 101-42100-32240 ANIMAL F
101	9/25/2008	$10 00	15172 LICENSE	R 101-42100-32240 ANIMAL F
101	9/18/2008	$5 84	15164 COPIES	R 101-42100-34201 POLICE A
101	9/25/2008	$0 50	15180 COPIES	R 101-42100-34201 POLICE A
101	9/15/2008	$1 969 75	15162 WASH FINE/FEE DISB AUG 08	R 101-42100-35101 COURT FI
101	9/25/2008	$325 00	15187 CLASS REIMBURSTMENT - PAID ON CR	E 101-42100-403 POLICE TR
101	9/18/2008	$55 63	15163 FIRE PERMITS FOR AUG 08	R 101-42200-32200 NONBUSI
101	9/25/2008	$20 00	15169 BURN PERMIT	R 101-42200-32200 NONBUSI
101	9/25/2008	$20 00	15183 JAY CAIN - BURNING PERMIT	R 101-42200-32200 NONBUSI
101	9/25/2008	$20 00	15184 PERMIT	R 101-42200-32200 NONBUSI
101	9/25/2008	$20 00	15185 PERMIT	R 101-42200-32200 NONBUSI
101	9/29/2008	$20 00	15188 MN NATIVE LANSCAPES - BURN PERMT	R 101-42200-32200 NONBUSI
101	9/29/2008	$20 00	15191 BURN PERMIT	R 101-42200-32200 NONBUSI
101	10/1/2008	$5,000 00	15198 DNR FOREST FIRE	R 101-42200-33421 FIRE STA

CITY OF BAYPORT

MONTHLY RECEIPTS

Period Name SEPTEMBER

FUND	Tran Date	Amount	Refer	Comments	Account Descr
101	9/9/2008	$15 00	15157	PARK CONCESSIONS - POP PURCHASE	R 101-43200-34780 PARK FE
101	9/18/2008	$500 00	15165	STORAGE FEE	R 101-43200-34780 PARK FE
101	9/9/2008	$2,400 00	15155	4 GRAVE SITES	R 101-43300-34940 CEMETE
101	9/9/2008	$300 00	15155	MARKER DEPOSIT	R 101-43300-34940 CEMETE
101	9/9/2008	$600 00	15155	GRAVE OPENING	R 101-43300-34940 CEMETE
101	9/25/2008	$300 00	15178	HEADSTONE DEPOSIT	R 101-43300-34940 CEMETE
101	9/25/2008	$625 00	15179	WASHBURN MCREAVEY FUNERAL - BU	R 101-43300-34940 CEMETE
FUND 101 GENERA		$22,512 77			
FUND 206 WATER/SEWER IMPROVEMENT FUND					
206	10/1/2008	$77 04	0	UB AR Surc 3 TRUNK WATER	R 206-00000-37106 TRUNK W
206	9/15/2008	$80 70	0	UB AR Surc 23 TRUNK SEWER	R 206-00000-37106 TRUNK W
206	10/1/2008	$93 79	0	UB AR Surc 23 TRUNK SEWER	R 206-00000-37106 TRUNK W
206	9/15/2008	$118 57	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	9/25/2008	$51 39	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	9/25/2008	$9 60	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	9/15/2008	$17 48	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	9/15/2008	$168 98	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	9/15/2008	$55 56	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	9/25/2008	$53 27	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	10/1/2008	-$629 40	0	UB AR Serv Adj 26 TRUNK W/RESI	R 206-41900-37106 TRUNK W
206	10/1/2008	$6,429 07	0	UB AR Serv 26 TRUNK W/RESI	R 206-41900-37106 TRUNK W
206	10/1/2008	$139 50	0	UB AR Serv 21 TRUNK/W COMB	R 206-41900-37107 TRUNK W
206	10/1/2008	$1,484 82	0	UB AR Serv 27 TRUNK W/COMM	R 206-41900-37107 TRUNK W
206	10/1/2008	$1,683 30	0	UB AR Serv 28 TRUNK W/IND	R 206-41900-37108 TRUNK W
206	10/1/2008	$3 024 26	0	UB AR Serv 36 TRUNK S/RESI	R 206-41900-37206 TRUNK S
206	10/1/2008	-$45 39	0	UB AR Serv Adj 36 TRUNK S/RESI	R 206-41900-37206 TRUNK S
206	10/1/2008	$6 75	0	UB AR Serv 41 TRUNK SEWER 1ST	R 206-41900-37207 TRUNK S
206	10/1/2008	$92 43	0	UB AR Serv 31 TRUNK/S COMB	R 206-41900-37207 TRUNK S
206	10/1/2008	$401 49	0	UB AR Serv 37 TRUNK S/COMM	R 206-41900-37207 TRUNK S
206	10/1/2008	$484 05	0	UB AR Serv 38 TRUNK S/IND	R 206-41900-37208 TRUNK S
FUND 206 WATER/		$13,797 26			
FUND 207 PARK IMPROVEMENT FUND					
207	9/25/2008	$1,000 00	15175	PARK DEDICATION	R 207-00000-34780 PARK FE
FUND 207 PARK IM		$1,000 00			
FUND 210 K-9 UNIT					
210	9/9/2008	$500 00	15151	DAVE & JULI WYNIA - K-9 DONATION	R 210-42103-36231 DONATIO
210	9/9/2008	$500 00	15156	STILLWATER TOWING - CANINE PROG	R 210-42103-36231 DONATIO
210	9/25/2008	$100 00	15181	MICHELLE & JAY MONTPETIT - PD CANI	R 210-42103-36231 DONATIO
FUND 210 K-9 UNIT		$1,100 00			
FUND 211 LIBRARY					
211	9/29/2008	$19 98	15196	CLIFFORD CK#6571	R 211-45500-34760 LIBRARY
211	9/29/2008	$25 00	15196	ACKERMAN CK#4420	R 211-45500-34760 LIBRARY
211	9/29/2008	$36 95	15196	BAKKE DL CK#5925	R 211-45500-34760 LIBRARY
211	9/29/2008	$2 00	15196	STAUDACHER CK#262	R 211-45500-34760 LIBRARY
211	9/29/2008	$15 00	15196	BRUCHA CK#4334	R 211-45500-34760 LIBRARY
211	9/29/2008	$100 00	15197	CASH	R 211-45500-34760 LIBRARY
211	9/29/2008	$10 00	15197	BLOMER CK#5666	R 211-45500-34760 LIBRARY
211	9/29/2008	$5 00	15197	SURO CK# 6798	R 211-45500-34760 LIBRARY
211	9/29/2008	$40 00	15194	ROOM RENTAL	R 211-45500-36220 RENTAL I
211	9/29/2008	$100 00	15195	LIBRARY RENTAL	R 211-45500-36220 RENTAL I
FUND 211 LIBRARY		$353 93			
FUND 601 WATER					
601	9/25/2008	$80 00	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	9/15/2008	$988 11	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING

CITY OF BAYPORT

MONTHLY RECEIPTS

Period Name SEPTEMBER

FUND	Tran Date	Amount	Refer Comments	Account Descr
601	9/15/2008	$15 90	0 UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	9/15/2008	$32 99	0 UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	9/25/2008	$12 76	0 UB Receipt Serv Per 1 WATER	G 601-14601 WATER BILLING
601	9/15/2008	$1 408 07	0 UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	9/15/2008	$19 65	0 UB Receipt Serv Pen 5 COMM WATER	G 601-14601 WATER BILLING
601	9/15/2008	$14 31	0 UB Receipt Serv 8 SAFE WT'R FE	G 601-14601 WATER BILLING
601	9/25/2008	$1 59	0 UB Receipt Serv 8 SAFE WT'R FE	G 601-14601 WATER BILLING
601	9/25/2008	$7 41	0 UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	9/25/2008	$2 50	0 UB Receipt Serv Pen 5 COMM WATER	G 601-14601 WATER BILLING
601	9/25/2008	$420 01	0 UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	9/25/2008	$5 30	0 UB Receipt Surc 20 STATE TAX	G 601-14605 SALES TAX REC
601	9/15/2008	$103 56	0 UB Receipt Surc 20 STATE TAX	G 601-14605 SALES TAX REC
601	10/1/2008	$0 39	0 UB AR Surc 21 SALES TAX	G 601-20603 SALES TAX PAY
601	10/1/2008	$2 300 28	0 UB AR Surc 20 STATE TAX	G 601-20603 SALES TAX PAY
601	9/25/2008	$50 00	15175 WATER CONNECTION INSPECTION	R 601-46120-34601 WATER H
601	9/25/2008	$200 00	15174 WATER METER	R 601-46120-34602 WATER M
601	9/25/2008	$200 00	15175 WATER METER	R 601-46120-34602 WATER M
601	9/25/2008	$100 00	15174 PAST INSPECTIONS	R 601-46120-34603 WATER H
601	9/25/2008	$50 00	15175 WATER INSPECTION	R 601-46120-34603 WATER H
601	10/1/2008	-$5,244 70	0 UB AR Serv Adj 1 WATER	R 601-46120-37110 WATER R
601	10/1/2008	$55,076 81	0 UB AR Serv 1 WATER	R 601-46120-37110 WATER R
601	10/1/2008	$2,484 00	0 UB AR Serv 6 WATER METER2	R 601-46120-37110 WATER R
601	9/15/2008	$0 73	0 UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	10/1/2008	$101 76	0 UB AR Serv 8 SAFE WT'R FE	R 601-46120-37110 WATER R
601	10/1/2008	$922 50	0 UB AR Serv 2 WATER ONLY	R 601-46120-37110 WATER R
601	10/1/2008	$5,064 50	0 UB AR Serv 9 INSTITUTION	R 601-46120-37110 WATER R
601	10/1/2008	$12 358 50	0 UB AR Serv 5 COMM WATER	R 601-46120-37110 WATER R
601	10/1/2008	$14 160 00	0 UB AR Serv 3 INDUSTRIAL	R 601-46120-37110 WATER R
601	10/1/2008	$712 50	0 UB AR Serv 4 COMM W/COMB	R 601-46120-37110 WATER R
601	9/25/2008	$25 00	15174 RECONNECTION	R 601-46120-37110 WATER R
601	9/25/2008	$600 00	15174 WATER REVENUE	R 601-46120-37110 WATER R
601	10/1/2008	-$13 74	0 UB AR Serv Pen Adj 1 WATER	R 601-46120-37111 LATE CH
601	10/1/2008	$884 98	0 UB AR Surc 19 STATE SER CH	R 601-46120-37120 STATE S
601	10/1/2008	-$5 20	0 UB AR Surc Adj 19 STATE SER CH	R 601-46120-37120 STATE S
FUND 601 WATER		$93,140 47		
FUND 602 SEWER				
602	9/15/2008	$27 99	0 UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLIN
602	9/15/2008	$463 08	0 UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLIN
602	9/15/2008	$146 40	0 UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLIN
602	9/29/2008	$14 921 30	0 UB Receipt Serv 19 PRISON SEWER	G 602-14602 SEWER BILLIN
602	9/25/2008	$12 76	0 UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLIN
602	9/15/2008	$2 50	0 UB Receipt Serv Pen 25 COMM SEWER	G 602-14602 SEWER BILLIN
602	9/25/2008	$443 98	0 UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLIN
602	9/25/2008	$50 00	15175 SEWER/WATER INSPECTION	R 602-46200-34652 SEWER I
602	10/1/2008	$97 00	0 UB AR Serv 20 SEWER ONLY	R 602-46200-37210 SEWER R
602	10/1/2008	$182 89	0 UB AR Serv 14 SEWER METER	R 602-46200-37210 SEWER R
602	10/1/2008	$3 337 50	0 UB AR Serv 25 COMM SEWER	R 602-46200-37210 SEWER R
602	10/1/2008	$771 90	0 UB AR Serv 24 SEWER COMMER	R 602-46200-37210 SEWER R
602	10/1/2008	$4,038 30	0 UB AR Serv 23 INDUSTRI SEW	R 602-46200-37210 SEWER R
602	10/1/2008	$56 50	0 UB AR Serv 15 1ST SEWER	R 602-46200-37210 SEWER R
602	10/1/2008	$764 70	0 UB AR Serv 29 INSTIT SEWER	R 602-46200-37210 SEWER R
602	10/1/2008	-$378 25	0 UB AR Serv Adj 10 SEWER	R 602-46200-37210 SEWER R
602	10/1/2008	526 318 87	0 UB AR Serv 10 SEWER	R 602-46200-37210 SEWER R
602	10/1/2008	-$13 74	0 UB AR Serv Pen Adj 10 SEWER	R 602-46200-37211 SEWER L
602	9/15/2008	$14,921 30	0 UB AR Serv 19 PRISON SEWER	R 602-46200-37220 PRISON S
602	9/15/2008	$672 50	0 UB AR Serv 13 NSP SEWER	R 602-46200-37230 NSP COL
FUND 602 SEWER		$66,837 48		

CITY OF BAYPORT

MONTHLY RECEIPTS

Period Name SEPTEMBER

FUND	Tran Date	Amount	Refer	Comments	Account Descr
		$198 741 91			

CITY OF BAYPORT

EXPENSE SUMMARY YTD THRU 09/30/08

8 Month = 66.72

DEPT	DEPT Descr	2008 Budget	2008 YTD Amt	Balance	2008 % of Budget Remain
FUND 101 GENERAL					
00000	GENERAL GOVERNMENT	$0 00	$0 00	$0 00	0 00%
41100	ELECTIONS	$5 140 00	$917 15	$4 222 85	82 16%
41200	MAYOR & COUNCIL	$139 413 00	$131 937 98	$7,475 02	5 36%
41240	RECYCLING	$9 407 00	$9 672 30	-$265 30	-2 82%
41400	ADMINISTRATION	$143 769 00	$107 177 32	$36 591 68	25 45%
41903	DEBT SERVICE	$0 00	$0 00	$0 00	0 00%
41910	PLANNING & ZONING	$203,035 00	$140 613 24	$62 421 76	30 74%
41940	MUNICIPAL BUILDINGS	$38,272 00	$34 584 30	$3 687 70	9 64%
42100	POLICE	$644,608 00	$424,151 98	$220 456 02	34 20%
42200	FIRE PROTECTION	$384,469 00	$152,570 43	$231 898 57	60 32%
43100	STREET MAINT	$281,499 00	$160,702 34	$120,796 66	42 91%
43160	STREET LIGHTING	$21,000 00	$13,386 92	$7,613 08	36 25%
43200	PARKS	$78,513 00	$75,171 33	$3,341 67	4 26%
43300	CEMETERY	$11,400 00	$2,527 82	$8,872 18	77 83%
44100	PROJECT	$0 00	$6,387 50	-$6 387 50	0 00%
44200	TRANSFER OUT-DEBT SERVIC	$0 00	$0 00	$0 00	0 00%
FUND 101 GENERAL		$1 960 525 00	$1 259 800 61	$700 724 39	35 74%
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	$394 65	-$394 65	0 00%
41912	INSPIRATION	$0 00	$736 14	-$736 14	0 00%
41913	EMERALD FALLS	$0 00	$0 00	$0 00	0 00%
99999	PW CAPITAL OUTLAY	$0 00	$0 00	$0 00	0 00%
FUND 209 DEVELOPER REIMBURSED PR		$0 00	$1,130 79	-$1,130 79	0 00%
FUND 211 LIBRARY					
45500	LIBRARY	$290 333 52	$239 379 36	$50 954 16	17 55%
FUND 211 LIBRARY		$290 333 52	$239 379 36	$50 954 16	17 55%
FUND 601 WATER					
44100	PROJECT	$0 00	$0 00	$0 00	0 00%
46110	WATER-PUMPHOUSE	$42,350 00	$22,340 91	$20 009 09	47 25%
46120	WATER	$281,538 00	$165,582 66	$115 955 34	41 19%
FUND 601 WATER		$323,888 00	$187,923 57	$135,964 43	41 98%
FUND 602 SEWER					
44100	PROJECT	$0 00	$0 00	$0 00	0 00%
46200	SEWER - OPERATING	$353 230 00	$139 894 01	$213 335 99	60 40%
46990	SEWER - NON-OPERATING	$290 000 00	$213 125 49	$76 874 51	26 51%
FUND 602 SEWER		$643 230 00	$353 019 50	$290 210 50	45 12%
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%
FUND 803 P & Z ESCROWS					
41910	PLANNING & ZONING	$0 00	$4 349 54	-$4 349 54	0 00%
80001	ANDERSEN ESCROW	$0 00	$0 00	$0 00	0 00%
80002	CPDC SENIOR COOP	$0 00	$0 00	$0 00	0 00%
80003	BAYTOWN ANNEXATION	$0 00	$0 00	$0 00	0 00%
80004	CROIXDALE	$0 00	$0 00	$0 00	0 00%
80005	HARRIS CO - MCF	$0 00	$0 00	$0 00	0 00%

CITY OF BAYPORT

EXPENSE SUMMARY YTD THRU 09/30/08

8 Month = 66 72

DEPT	DEPT Descr	2008 Budget	2008 YTD Amt	Balance	2008 % of Budget Remain
80006	OSTERTAG VARIANCE	$0 00	$0 00	$0 00	0 00%
80007	JEFF NELSON ESCROW	$0 00	$0 00	$0 00	0 00%
80008	CHARLES LUTZ STREET VACA	$0 00	$0 00	$0 00	0 00%
80009	DON THRON VARIANCE	$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	$62 00	-$62 00	0 00%
80012	FRIENDS OF ST CROIX PREP	$0 00	$123 50	-$123 50	0 00%
80013	BAYPORT MARINA	$0 00	$650 00	-$650 00	0 00%
80014	GROUP 41 (MIKE SCHALON	$0 00	$755 29	-$755 29	0 00%
80015	GARY SWAGER	$0 00	$108 62	-$108 62	0 00%
80016	Pete Miller - Feasi Study	$0 00	$1,971 02	-$1,971 02	0 00%
80017	AMERICAN LEGION POST 491	$0 00	$31 70	-$31 70	0 00%
80018	MSCWM PERRO CREEK OUTL	$0 00	$11 156 95	-$11 156 95	0 00%
FUND 803 P & Z ESCROWS		$0 00	$19 208 62	-$19 208 62	0 00%
FUND 999 ACCRUED INT PAYABLE					
00000	GENERAL GOVERNMENT	$0 00	$0 00	$0 00	0 00%
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%
42200	FIRE PROTECTION	$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%
		$3,217 976 52	$2 060 462 45	$1 157 514 07	35 97%

CITY OF BAYPORT

MONTHLY EXPENSES

Period Name· SEPTEMBER

FUND Search Name	Tran Date	Act Amount	Typ	DEPT	OBJ Comments	OBJ Descr
FUND 101 GENERAL						
DEPT 41100 ELECTIONS						
101 BRINE S MARKET	9/16/2008	557 31	E	**41100**	220 09/09/09 PRIMARY ELECTION	OPERATING SUP
101 BRINE'S MARKET	9/16/2008	574 73	E	**41100**	220 09/09/09 PRIMARY ELECTION	OPERATING SUP
DEPT 41100 ELECTIONS		$1 42 04				
DEPT 41200 MAYOR & COUNCIL						
101	7/20/2008	$1,175 00	E	**41200**	101 Labor Distribution	WAGES AND SAL
101	7/20/2008	$1' 25	E	**41200**	121 Labor Distribution	P E R A
101	7/20/2008	$72 85	E	**41200**	122 Labor Distribution	CONT TO RET S
101	7/20/2008	$17 03	E	**41200**	170 Labor Distribution	MEDICARE
101 QUILL	9/16/2008	$9 06	E	**41200**	201 OFFICE SUPPLIES	OFFICE SUPPLIE
101 ECKBERG LAMMERS, BRIG	9/16/2008	$637 42	E	**41200**	300 PERA - MCG	PROF SER-LEGAL
101 ECKBERG LAMMERS, BRIG	9/16/2008	$26 00	E	**41200**	300 ICE ROAD EASEMENT	PROF SER-LEGAL
101 ECKBERG, LAMMERS, BRIG	9/16/2008	$324 00	E	**41200**	300 MEETINGS	PROF SER-LEGAL
101 ECKBERG, LAMMERS, BRIG	9/16/2008	$526 50	E	**41200**	300 GENERAL FILE 13467-1659	PROF SER-LEGAL
101 ECKBERG, LAMMERS BRIG	9/16/2008	$97 50	E	**41200**	300 GROUP 41 LITIGATION	PROF SER-LEGAL
101 US INTERNET	9/16/2008	$46 00	E	**41200**	416 MONTHLY SECURENCE	REPAIR/MAINT O
DEPT 41200 MAYOR & COUNCIL		$2,942 61				
DEPT 41240 RECYCLING						
101 MANAGEMENT SERVICES	9/16/2008	$'67 71	E	**41240**	302 CONSULTING	CONTRACT SERV
101 MANAGEMENT SERVICES	9/2/2008	$178 36	E	**41240**	302 CONSULTING	CONTRACT SERV
101 MARK JOHNSON	9/16/2008	$30 00	E	**41240**	370 RECYCLING RECIPIENT	RECYCLING INCE
DEPT 41240 RECYCLING		$376 07				
DEPT 41400 ADMINISTRATION						
101	9/2/2008	$2 174 95	E	**41400**	101 Labor Distribution	WAGES AND SAL
101	9/2/2008	$141 38	E	**41400**	121 Labor Distribution	P E R A
101	9/2/2008	$133 81	E	**41400**	122 Labor Distribution	CONT TO RET , S
101	9/2/2008	$' 85 78	E	**41400**	126 Labor Distribution	H S A
101 BEST ADMINISTRATION	9/2/2008	$54 00	E	**41400**	131 AUGUST SERVICE FEE	CONT TO EMPLO
101 BEST ADMINISTRATION	9/2/2008	$54 00	E	**41400**	131 SEPTEMBER SERVICE FEE	CONT TO EMPLO
101	9/2/2008	$570 02	E	**41400**	131 Labor Distribution	CONT TO EMPLO
101	9/2/2008	$31 30	E	**41400**	170 Labor Distribution	MEDICARE
101 QUILL	9/16/2008	$54 39	E	**41400**	201 OFFICE SUPPLIES	OFFICE SUPPLIE
101 MANAGEMENT SERVICES	9/2/2008	$1 664 76	E	**41400**	302 CONSULTING	CONTRACT SERV
101 MANAGEMENT SERVICES	9/16/2008	$1 565 37	E	**41400**	302 CONSULTING	CONTRACT SERV
101 MUNICIPAL CLERKS AND FIN	9/16/2008	$18 25	E	**41400**	402 MCFOA REGION IV MEETING - 9	CONFERENCES &
101 TR COMPUTER SALES LLC	9/16/2008	$194 62	E	**41400**	416 COMPUTER CONSULTING	REPAIR/MAINT O
DEPT 41400 ADMINISTRATION		$6,842 63				
DEPT 41910 PLANNING & ZONING						
101	9/2/2008	$4 100 17	E	**41910**	101 Labor Distribution	WAGES AND SAL
101	9/2/2008	$266 53	E	**41910**	121 Labor Distribution	P E R A
101	9/2/2008	$252 24	E	**41910**	122 Labor Distribution	CONT TO RET , S
101	9/2/2008	$353 87	E	**41910**	126 Labor Distribution	H S A
101	9/2/2008	$1,061 88	E	**41910**	131 Labor Distribution	CONT TO EMPLO
101	9/2/2008	$59 00	E	**41910**	170 Labor Distribution	MEDICARE
101 QUILL	9/16/2008	$45 33	E	**41910**	201 OFFICE SUPPLIES	OFFICE SUPPLIE
101 MANAGEMENT SERVICES	9/16/2008	$' 397 66	E	**41910**	302 CONSULTING	CONTRACT SERV
101 MANAGEMENT SERVICES	9/2/2008	$1 485 40	E	**41910**	302 CONSULTING	CONTRACT SERV
101 TR COMPUTER SALES LLC	9/16/2008	$'62 18	E	**41910**	416 COMPUTER CONSULTING	REPAIR/MAINT O
DEPT 41910 PLANNING & ZONING		$9 185 25				
DEPT 41940 MUNICIPAL BUILDINGS						
101 XCEL	9/2/2008	$1,182 44	E	**41940**	380 ELECTRIC & GAS SERVICE	ELECTRIC SERVI
101 XCEL	9/2/2008	$114 32	E	**41940**	381 ELECTRIC & GAS SERVICE	FUEL FOR HEAT

CITY OF BAYPORT

MONTHLY EXPENSES

Period Name SEPTEMBER

FUND Search Name	Tran Date	Amount	Act Typ	DEPT	OBJ Comments	OBJ Descr
DEPT 41940 MUNICIPAL BUILDINGS		$1 296 76				
DEPT 42100 POLICE						
101	9/2/2008	$1 650 65	E	**42100**	050 Labor Distribution	SEASONAL/PART
101	9/2/2008	$11 716 91	E	**42100**	101 Labor Distribution	WAGES AND SAL
101	9/2/2008	$439 26	E	**42100**	102 Labor Distribution	OVERTIME
101	9/2/2008	$1 631 88	E	**42100**	121 Labor Distribution	P E R A
101	9/2/2008	$68 39	E	**42100**	122 Labor Distribution	CONT TO RET , S
101	9/2/2008	$715 58	E	**42100**	126 Labor Distribution	H S A
101	9/2/2008	$2 580 03	E	**42100**	131 Labor Distribution	CONT TO EMPLO
101	9/2/2008	$166 53	E	**42100**	170 Labor Distribution	MEDICARE
101 QUILL	9/16/2008	$45 33	E	**42100**	201 OFFICE SUPPLIES	OFFICE SUPPLIE
101 INTOXIMETERS	9/16/2008	$42 50	E	**42100**	201 PBT STRAWS - POLICE DEPT	OFFICE SUPPLIE
101 WYNIA DAVID	9/16/2008	$39 31	E	**42100**	211 OPERATING SUPPLIES	UNIFORMS -WYNI
101 WYNIA DAVID	9/16/2008	$49 06	E	**42100**	211 OPERATING SUPPLIES	UNIFORMS -WYNI
101 U S BANK VISA	9/2/2008	$39 89	E	**42100**	212 POLICE - CREDIT CARD	MOTOR FUELS &
101 U S BANK VISA	9/2/2008	$22 46	E	**42100**	220 POLICE - CREDIT CARD	OPERATING SUP
101 U S BANK VISA	9/2/2008	$39 47	E	**42100**	220 POLICE - CREDIT CARD	OPERATING SUP
101 U S BANK VISA	9/2/2008	$67 24	E	**42100**	220 POLICE - CREDIT CARD	OPERATING SUP
101 U S BANK VISA	9/2/2008	$4 04	E	**42100**	220 POLICE - CREDIT CARD	OPERATING SUP
101 U S BANK VISA	9/2/2008	$15 47	E	**42100**	220 POLICE - CREDIT CARD	OPERATING SUP
101 U S BANK VISA	9/2/2008	$59 61	E	**42100**	220 POLICE - CREDIT CARD	OPERATING SUP
101 U S BANK VISA	9/2/2008	$56 71	E	**42100**	220 POLICE - CREDIT CARD	OPERATING SUP
101 U S BANK VISA	9/2/2008	$7 00	E	**42100**	220 POLICE - CREDIT CARD	OPERATING SUP
101 U S BANK VISA	9/2/2008	$14 93	E	**42100**	220 POLICE - CREDIT CARD	OPERATING SUP
101 ECKBERG, LAMMERS, BRIG	9/16/2008	$2,083 60	E	**42100**	300 PROSECUTION - POLICE DEPT	PROF SER-LEGAL
101 ECKBERG, LAMMERS, BRIG	9/16/2008	$71 50	E	**42100**	300 DAVE NESS	PROF SER-LEGAL
101 ECKBERG, LAMMERS BRIG	9/16/2008	$37 25	E	**42100**	300 PACIFIC CODE VIOLATIONS	PROF SER-LEGAL
101 U S BANK VISA	9/2/2008	$88 80	E	**42100**	306 POLICE - CREDIT CARD	PROF SER-OTHE
101 STILLWATER MEDICAL GRO	9/16/2008	$48 00	E	**42100**	306 MEDICAL - POLICE DEPT	PROF SER-OTHE
101 VERIZON WIRELESS	9/16/2008	$120 14	E	**42100**	321 PHONES - POLICE DEPT	COMMUNICATION
101 U S BANK VISA	9/2/2008	$325 00	E	**42100**	403 POLICE - CREDIT CARD	POLICE TRAININ
101 TR COMPUTER SALES LLC	9/16/2008	$162 18	E	**42100**	416 COMPUTER CONSULTING	REPAIR/MAINT O
101 U S BANK VISA	9/2/2008	$16 72	E	**42100**	444 POLICE - CREDIT CARD	COMMUNITY PRO
101 U S BANK VISA	9/2/2008	$112 09	E	**42100**	444 POLICE - CREDIT CARD	COMMUNITY PRO
101 ACTION RENTAL	8/21/2008	-$80 06	E	**42100**	444 HELIUM - NATIONAL NIGHT OU	COMMUNITY PRO
101 U S BANK VISA	9/2/2008	$47 99	E	**42100**	444 POLICE - CREDIT CARD	COMMUNITY PRO
101 U S BANK VISA	9/2/2008	$80 06	E	**42100**	444 POLICE - CREDIT CARD	COMMUNITY PRO
101 U S BANK VISA	9/2/2008	$232 50	E	**42100**	444 POLICE - CREDIT CARD	COMMUNITY PRO
DEPT 42100 POLICE		$22 829 14				
DEPT 42200 FIRE PROTECTION						
101	7/20/2008	$733 33	E	**42200**	101 Labor Distribution	WAGES AND SAL
101	7/20/2008	$12 92	E	**42200**	122 Labor Distribution	CONT TO RET , S
101	7/20/2008	$7 01	E	**42200**	170 Labor Distribution	MEDICARE
101 MINNESOTA STATE FIRE CHI	9/16/2008	$160 00	E	**42200**	402 MIKE BELL REGISTRATION	CONFERENCES &
101 MINNESOTA STATE FIRE CHI	9/16/2008	$160 00	E	**42200**	402 MATT BELL REGISTRATION	CONFERENCES &
101 CARQUEST AUTO PARTS	9/16/2008	$58 05	E	**42200**	412 VEHICLE REPAIR - FIRE DEPT	REP & MAINT VE
101 CARQUEST AUTO PARTS	9/16/2008	$22 77	E	**42200**	412 VEHICLE REPAIR - FIRE DEPT	REP & MAINT VE
DEPT 42200 FIRE PROTECTION		$1 154 08				
DEPT 43100 STREET MAINT						
101	9/2/2008	$474 75	E	**43100**	050 Labor Distribution	SEASONAL/PART
101	9/2/2008	$1,691 20	E	**43100**	101 Labor Distribution	WAGES AND SAL
101	9/2/2008	$109 93	E	**43100**	121 Labor Distribution	P E R A
101	9/2/2008	$133 81	E	**43100**	122 Labor Distribution	CONT TO RET , S
101	9/2/2008	$88 24	E	**43100**	126 Labor Distribution	H S A
101	9/2/2008	$347 64	E	**43100**	131 Labor Distribution	CONT TO EMPLO
101	9/2/2008	$31 29	E	**43100**	170 Labor Distribution	MEDICARE
101 QUILL	9/16/2008	$9 06	E	**43100**	201 OFFICE SUPPLIES	OFFICE SUPPLIE

CITY OF BAYPORT

MONTHLY EXPENSES

Period Name SEPTEMBER

FUND Search Name	Tran Date	Amount	Act Typ	DEPT	OBJ Comments	OBJ Descr
101 ST CROIX TREE SERVICE	9/16/2008	$761 25	E	43100	413 MOVED 7 TREES	TREES
101 TR COMPUTER SALES LLC	9/16/2008	$32 43	E	43100	416 COMPUTER CONSULTING	REPAIR/MAINT O
DEPT 43100 STREET MAINT		$3,679 60				
DEPT 43160 STREET LIGHTING						
101 XCEL	9/2/2008	$2 035 26	E	43160	380 ELECTRIC & GAS SERVICE	ELECTRIC SERVI
DEPT 43160 STREET LIGHTING		$2 035 26				
DEPT 43200 PARKS						
101	9/2/2008	$1 133 75	E	43200	050 Labor Distribution	SEASONAL/PART
101	9/2/2008	$927 20	E	43200	101 Labor Distribution	WAGES AND SAL
101	9/2/2008	$60 27	E	43200	121 Labor Distribution	P E R A
101	9/2/2008	$125 46	E	43200	122 Labor Distribution	CONT TO RET S
101	9/2/2008	$44 24	E	43200	126 Labor Distribution	H S A
101	9/2/2008	$176 70	E	43200	131 Labor Distribution	CONT TO EMPLO
101	9/2/2008	$29 34	E	43200	170 Labor Distribution	MEDICARE
101 TR COMPUTER SALES LLC	9/16/2008	$32 43	E	43200	416 COMPUTER CONSULTING	REPAIR/MAINT O
DEPT 43200 PARKS		$2 529 39				
FUND 101 GENERAL		$53,012 84				
FUND 203 PUBLIC WORKS EQUIPMENT REPL						
DEPT 41900 CAPITAL IMPROVEMENTS						
203 SHERWIN WILLIAMS LC	9/16/2008	$4 567 83	E	41900	530 LINE STRIPER	CAPITAL OUTLAY
DEPT 41900 CAPITAL IMPROVEMENTS		$4 567 83				
FUND 203 PUBLIC WORKS EQUIPMENT REPL		$4 567 83				
FUND 209 DEVELOPER REIMBURSED PROJECTS						
DEPT 41911 BAYTOWN DEVELOPMENTS						
209 ECKBERG, LAMMERS BRIG	9/16/2008	$32 50	E	41911	300 WATER EXTENSION TO BAYTO	PROF SER-LEGAL
DEPT 41911 BAYTOWN DEVELOPMENTS		$32 50				
FUND 209 DEVELOPER REIMBURSED PROJECTS		$32 50				
FUND 211 LIBRARY						
DEPT 45500 LIBRARY						
211	9/2/2008	$2,562 99	E	45500	050 Labor Distribution	SEASONAL/PART
211	9/2/2008	$2,626 31	E	45500	101 Labor Distribution	WAGES AND SAL
211	9/2/2008	$305 14	E	45500	121 Labor Distribution	P E R A
211	9/2/2008	$315 06	E	45500	122 Labor Distribution	CONT TO RET , S
211	9/2/2008	$88 47	E	45500	126 Labor Distribution	H S A
211	9/2/2008	$371 72	E	45500	131 Labor Distribution	CONT TO EMPLO
211	9/2/2008	$73 69	E	45500	170 Labor Distribution	MEDICARE
211 XCEL	9/2/2008	$1 171 10	E	45500	380 ELECTRIC & GAS SERVICE	ELECTRIC SERVI
211 XCEL	9/2/2008	$30 11	E	45500	381 ELECTRIC & GAS SERVICE	FUEL FOR HEAT
DEPT 45500 LIBRARY		$7,544 59				
FUND 211 LIBRARY		$7 544 59				
FUND 601 WATER						
DEPT 46110 WATER-PUMPHOUSE						
601 XCEL	9/2/2008	$2,179 72	E	46110	380 ELECTRIC & GAS SERVICE	ELECTRIC SERVI
601 XCEL	9/2/2008	$53 74	E	46110	381 ELECTRIC & GAS SERVICE	FUEL FOR HEAT
DEPT 46110 WATER-PUMPHOUSE		$2 233 46				

CITY OF BAYPORT

MONTHLY EXPENSES

Period Name SEPTEMBER

FUND Search Name	Tran Date	Amount	Act Typ	DEPT	OBJ Comments	OBJ Descr
DEPT 46120 WATER						
601	9/2/2008	$3,056 63	E	**46120**	101 Labor Distribution	WAGES AND SAL
601	9/2/2008	$198 68	E	**46120**	121 Labor Distribution	P E R A
601	9/2/2008	$181 34	E	**46120**	122 Labor Distribution	CONT TO RET S
601	9/2/2008	$212 68	E	**46120**	126 Labor Distribution	H S A
601	9/2/2008	$728 93	E	**46120**	131 Labor Distribution	CONT TO EMPLO
601	9/2/2008	$42 41	E	**46120**	170 Labor Distribution	MEDICARE
601 QUILL	9/16/2008	$9 06	E	**46120**	201 OFFICE SUPPLIES	OFFICE SUPPLIE
601 MANAGEMENT SERVICES	9/16/2008	$1 229 94	E	**46120**	302 CONSULTING	CONTRACT SERV
601 MANAGEMENT SERVICES	9/2/2008	$1,308 03	E	**46120**	302 CONSULTING	CONTRACT SERV
601 XCEL	9/2/2008	$1,763 91	E	**46120**	380 ELECTRIC & GAS SERVICE	ELECTRIC SERVI
601 XCEL	9/2/2008	$69 49	E	**46120**	381 ELECTRIC & GAS SERVICE	FUEL FOR HEAT
601 TR COMPUTER SALES LLC	9/16/2008	$32 43	E	**46120**	416 COMPUTER CONSULTING	REPAIR/MAINT O
DEPT 46120 WATER		$8 833 53				
FUND 601 WATER		$11 066 99				
FUND 602 SEWER						
DEPT 46200 SEWER - OPERATING						
602	9/2/2008	$3 973 80	E	**46200**	101 Labor Distribution	WAGES AND SAL
602	9/2/2008	$258 27	E	**46200**	121 Labor Distribution	P E R A
602	9/2/2008	$235 86	E	**46200**	122 Labor Distribution	CONT TO RET S
602	9/2/2008	$256 41	E	**46200**	126 Labor Distribution	H S A
602	9/2/2008	$903 69	E	**46200**	131 Labor Distribution	CONT TO EMPLO
602	9/2/2008	$55 14	E	**46200**	170 Labor Distribution	MEDICARE
602 QUILL	9/16/2008	$9 10	E	**46200**	201 OFFICE SUPPLIES	OFFICE SUPPLIE
602 MANAGEMENT SERVICES	9/2/2008	$1 308 03	E	**46200**	302 CONSULTING	CONTRACT SERV
602 MANAGEMENT SERVICES	9/16/2008	$1,229 94	E	**46200**	302 CONSULTING	CONTRACT SERV
602 TR COMPUTER SALES LLC	9/16/2008	$32 48	E	**46200**	416 COMPUTER CONSULTING	REPAIR/MAINT O
DEPT 46200 SEWER - OPERATING		$8,262 72				
DEPT 46990 SEWER - NON-OPERATING						
602 METROPOLITAN COUNCIL (S	9/16/2008	$23 648 61	E	**46990**	434 ANNUAL FLOW CHARGE	STATE FEES FOR
DEPT 46990 SEWER - NON-OPERATING		$23,648 61				
FUND 602 SEWER		$31 911 33				
FUND 803 P & Z ESCROWS						
DEPT 80012 FRIENDS OF ST. CROIX PREP						
803 ECKBERG LAMMERS, BRIG	9/16/2008	$52 00	E	**80012**	300 ST CROIX PREP	PROF SER-LEGAL
DEPT 80012 FRIENDS OF ST CROIX PREP		$52 00				
DEPT 80017 AMERICAN LEGION POST 491						
803 AMERICAN LEGION	9/16/2008	$31 70	E	**80017**	350 PULIC HEARING NOTICE - AME	PRINTING & PUBL
803 STILLWATER GAZETTE	9/16/2008	$31 70	E	**80017**	350 PUBLIC HEARING NOTICE - AM	PRINTING & PUBL
803 AMERICAN LEGION	9/16/2008	-$31 70	E	**80017**	350 PULIC HEARING NOTICE - AME	PRINTING & PUBL
DEPT 80017 AMERICAN LEGION POST 491		$31 70				
DEPT 80018 MSCWM PERRO CREEK OUTLET						
803 S E H	9/16/2008	$8,627 38	E	**80018**	301 MSCWM PERRO CREEK OUTLE	PROF SER-ENGIN
DEPT 80018 MSCWM PERRO CREEK OUTLET		$8,627 38				
FUND 803 P & Z ESCROWS		$8 711 08				
		$*16,847 16				

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

Building Permit Log

For. September, 2008

Permit Number: BP-16BAYTOWN
Parcel Address: 4227 Paris Avenue N
Applicant: ALPINE CAPITAL, LLC
OWNER OWNER
Construction Value:

Filing Date: 9/19/2008
Stillwater, MN 55082
Applicant Phone: 651-639-1606

Total Fees: $925.00

Permit Number: BP2008-58
Parcel Address: 867 2ND Ave N.
Applicant: J. G HAUSE CONSTRUCTION
J G HAUSE CONSTRUCTION RESIDENTIAL
Construction Value: $9,019 00

Filing Date: 9/2/2008
BAYPORT, MN 55003
Applicant Phone: 651-439-0189

Total Fees: $196 26

Permit Number: BP2008-59
Parcel Address: 243 3RD St S
Applicant: MARTIN CONSTRUCTION &
MARTIN CONSTRUCTION & CONTRACTING LLC
Construction Value: $20,000 00

Filing Date: 9/3/2008
BAYPORT, MN 55003
Applicant Phone: 651-342-1234

Total Fees: $569 76

Permit Number: BP2008-60
Parcel Address: 405 5th Street So
Applicant: DAVE WARD
OWNER OWNER
Construction Value: $4,500.00

Filing Date: 9/3/2008
Bayport, MN 55003
Applicant Phone: 651-439-1462

Total Fees: $120 25

Permit Number: BP2008-61
Parcel Address: 4260 STAGECOACH TRAIL N
Applicant: ST CROIX PREPARATORY

Filing Date: 9/3/2008
STILLWATER, MN 55082
Applicant Phone:

Construction Value:

Total Fees: $417,191.22

Building Permit Log

For. September, 2008

Permit Number: BP2008-62
Parcel Address: 106 5TH St S
Applicant: DAN ROETTGER HOME
DAN ROETTGER HOME IMPROVEMENTS
Construction Value: $7,200 00

Filing Date: 9/9/2008
BAYPORT, MN 55003
Applicant Phone: 651-260-7033

Total Fees: $165.85

Permit Number: BP2008-63
Parcel Address: 332 4TH St S.
Applicant: SEVERSON CARPENTRY
SEVERSON CARPENTRY RESIDENTIAL BUILDER
Construction Value: $20,000 00

Filing Date: 9/9/2008
BAYPORT, MN 55003
Applicant Phone: 651-261-4927

Total Fees: $569 76

Permit Number: BP2008-64
Parcel Address: 516 8TH St N.
Applicant: LEONA PEULEN
OWNER OWNER
Construction Value: $9,000 00

Filing Date: 9/9/2008
BAYPORT, MN 55003
Applicant Phone:

Total Fees: $181 50

Permit Number: BP2008-65
Parcel Address: 100 4th Ave N Bldg 5A
Applicant: BERWALD ROOFING COMPANY,
BERWALD ROOFING COMPANY, INC General
Construction Value: $217 413 00

Filing Date: 9/10/2008
BAYPORT, MN 55003
Applicant Phone: 651-777-7411

Total Fees: $1,873 46

Permit Number: BP2008-66
Parcel Address: 395 LAKESIDE DRIVE S
Applicant: GREG PETERKA
OWNER OWNER
Construction Value: $2,000.00

Filing Date: 9/11/2008
BAYPORT, MN 55003
Applicant Phone: 612-270-2582

Total Fees: $122 69

Permit Number: BP2008-67
Parcel Address: 186 MAINE St. N.
Applicant: GARY SWAGER
OWNER OWNER
Construction Value: $100 000.00

Filing Date: 9/16/2008
BAYPORT, MN 55003
Applicant Phone: 651-235-6147

Total Fees: $3 143 64

Building Permit Log

For: September, 2008

Permit Number: BP2008-68
Parcel Address: 310 4th St S
Applicant: CUSTOM REMODELERS INC
CUSTOM REMODELERS INC General Contractor
Construction Value: $14 000 00

Filing Date: 9/23/2008
BAYPORT, MN 55003
Applicant Phone: 651-784-2646

Total Fees: $257 75

Permit Number: BP2008-69
Parcel Address: 463 3RD STREET SOUTH
Applicant: ROOF COMPANY NA, INC
ROOF COMPANY NA, INC. General Contractor
Construction Value: $6,500 00

Filing Date: 9/29/2008
BAYPORT, MN 55003
Applicant Phone: 763-550-0777

Total Fees: $150 75

Permit Number: BP2008-70
Parcel Address: 465 3RD STREET SOUTH
Applicant: ROOF COMPANY NA, INC
ROOF COMPANY NA, INC General Contractor
Construction Value: $6 500 00

Filing Date: 9/29/2008
BAYPORT, MN 55003
Applicant Phone: 763-550-0777

Total Fees: $150 75

Permit Number: EG2008-4
Parcel Address: 555 MINNESOTA St S
Applicant: MILLER EXCAVATING, INC
MILLER EXCAVATING, INC EXCAVATION &
Construction Value:

Filing Date: 9/16/2008
BAYPORT, MN 55003
Applicant Phone: 651-439-1637

Total Fees: $250 00

Permit Number: MC2008-20
Parcel Address: 486 Minnesota St. S
Applicant: O'Conner's One Hour Heating & Air
O'Conner's One Hour Heating & Air MECHANICAL
Construction Value: $6,500 00

Filing Date: 9/30/2008
BAYPORT, MN 55003
Applicant Phone: 651-437-4177

Total Fees: $75.50

Permit Number: PL2008-20
Parcel Address: 4260 STAGECOACH TRAIL N
Applicant: MILLER EXCAVATING, INC
MILLER EXCAVATING INC EXCAVATION &
Construction Value: $20,000.00

Filing Date: 9/3/2008
STILLWATER, MN 55082
Applicant Phone: 651-439-1637

Total Fees: $75.50

Building Permit Log

For: September, 2008

Permit Number: PL2008-21
Filing Date: 9/16/2008
Parcel Address: 555 MINNESOTA St S.
BAYPORT, MN 55003
Applicant: MILLER EXCAVATING. INC
Applicant Phone: 651-439-1637
MILLER EXCAVATING, INC EXCAVATION &
Construction Value:
Total Fees: $4,000 50

SUMMARY – CHANGE ORDER #1

Supply and Delivery of Park Furnishings, Lakeside Park, Bayport, MN

Item #	Description	Cost
1	In June 2008, the Bayport City Council approved payment of $20,037.98 to St. Croix Recreation Co. for park furnishings for Lakeside Park. The payment did not include two 48" picnic tables that were ordered but were not needed to complete furnishing of the new concrete beach house patio. One of the tables was removed from it's packaging and the supplier will not accept return. The second table remains in the box and could be returned. City staff recommends using the two new tables to replace two existing tables located near the new patio, for consistency in the appearance of the tables in that location, and moving the two existing tables to locations near two of the picnic shelters to supplement the seating capacity of the two shelters.	ADD $1,618.80

SUMMARY – CHANGE ORDER #1

Sand Blanket Installation, Lakeside Park, Bayport, MN

Item #	Description	Cost
1	Install 108 additional cubic yards of sand to provide a uniform blanket in the water and dry beach areas	ADD $1,755.00

SUMMARY – CHANGE ORDER #1

2008 Site Improvements, Lakeside Park, Bayport, MN

Item #	Description	Cost
1	Resurveying and staking of circular sidewalk/parking area to achieve elevations that were revised to capture as much run-off as possible in the rain garden	$700.00
2	Regrade circular sidewalk area to conform with existing site conditions and achieve positive drainage	$1,828.61
3	Resetting of concrete forms and	1,428.61
4	Replacement of 30 sq yds of additional asphalt that was in poor condition on Central Ave	$660.00
5	Install shredded hardwood mulch in rain garden	$970.00
6	Sawcut plastic timber curb at play area to improve safety of the opening for handicapped access	$48.00
7	Deduct seven autumn brilliance serviceberry shrubs and 8 dwarf ninebark shrubs	($1,410.00)
8	Replace 75 sq ft of concrete with asphalt	($105.22)
9	Deduct 3'x4' concrete pad at the irrigation equipment location	($72.00)
10	Deduct installation of two benches (benches were provided by the city)	($240.00)
11	Deduct ¾" water meter and installation and ¾" water shut-off and valve box.	($340.00)
	TOTAL ADD	ADD $3,468.00

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

Date: September 30, 2008

To: Mayor and City Council
Mike McGuire, City Administrator

From: Laura Eastman, Chief of Police

Subject: Safe and Sober Communities Grant Agreement

BACKGROUND:
Annually, the Bayport Police Department participates in grant agreements with the Minnesota Department of Public Safety, Officer of Traffic Safety projects. The current agreement is for the project entitled, Safe and Sober Communities. The project focuses on intoxicated drivers, and it attempts to minimize the impact they have on our city and surrounding communities, for the project period of October 1, 2008 through September 30, 2009.

RECOMMENDATION:
Staff recommends the Bayport City Council authorize the Mayor and City Administrator to enter into a Safe and Sober Communities grant agreement.

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

Date: September 29, 2008

To: Mayor and City Council
Mike McGuire, City Administrator

From: Laura Eastman, Chief of Police

Subject: Alcohol and Gambling Enforcement Project Grant Agreement

BACKGROUND:
Annually, the Bayport Police Department participates in alcohol compliance checks of local businesses. This year, we have been afforded a grant agreement with the Commissioner of Public Safety, Alcohol & Gambling Enforcement Project. The current agreement is for the project entitled, Grant Compliance Check. The project focuses on businesses within the City of Bayport with regard to the alcohol compliance laws. The project period is September 20, 2008 through January 5, 2009.

RECOMMENDATION:
Staff recommends that the City Council authorize the Mayor and City Administrator to execute the grant contract for the Alcohol and Gambling Enforcement Project.

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

Date September 29, 2008

To Mayor and City Council
Mike McGuire, City Administrator

From Laura Eastman, Chief of Police

Subject: Squad Vehicle Replacement

BACKGROUND:
The 2009 proposed Capital Improvement Projects Plan, approved at the September 8, 2008 City Council meeting, allocates up to $30,000.00 for the purchase of a replacement squad vehicle for the Police Department. Currently, there is an extensive waiting period once the vehicle is ordered, as well as additional time needed to transfer the current equipment from the old squad vehicle to the new one. As such, I am requesting authorization to place the order for the replacement squad immediately.

RECOMMENDATION:
Staff recommends the City Council authorize staff to place the order for the new Police Department replacement vehicle immediately and not take possession until after January 1, 2009, to allow adequate time for delivery and retrofitting.

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

Date September 30, 2008

To. Mayor and City Council
City Administrator Michael McGuire

From Police Chief Laura Fastman

Subject: Canine Program Donations – 3rd Quarter Summary

The Bayport Police Department would like to recognize the following donations received during the third quarter of 2008 for the canine program start-up costs

Bayport Individuals/Businesses	
Minnesota Correctional Facility	$2,000.00
National Night Out (dunk tank)	260.00
Zeus & Company (memorials)	1,902.00
Michelle & Jay Montpetit	100.00
	$4,262.00
Individual Donations:	
Ha Adolfo, Carson, CA	$ 200.00
Azmira Holistic Animal Care, Tucson, AZ	100.00
Community First Bank, Chicago, IL	150 00
Laura Eastman, Police Chief	100.00
James Graf, North St Paul	15 00
Marcelle Levy, Chicago, IL	300.00
Kelly Stafford, Dallas, TX	1,000 00
Bill Stepan, Police Officer	100.00
Stillwater Towing, Stillwater, MN	500.00
Dave Wynia, Police Officer	500.00
Chris Zawislak, Reserve Officer	1,000 00
	$3,965 00

Dr Brenda Bray, Animal Care Center of Hudson, Wisconsin, will be donating veterinary care, and Zeus and Company owner, David Levy, will be donating dog food for life.

I would like to recognize the efforts of Bayport resident, David Levy, who set up a memorial fund to remember his dog, Zeus, with proceeds benefiting our canine program.

To date, $10,542 00 has been received in donations for the canine program.

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

Date: October 1, 2008

To: Mayor and City Council
Mike McGuire, City Administrator

From: Mel Horak, Public Works Supervisor

Subject: Purchase of New Public Works Pickup Truck

The Public Works (PW) department requests City Council authorization to purchase a new Chevrolet pickup truck, which will supplement the current PW fleet of three pickup trucks, the newest of which is 1997 model. These trucks are used on a daily basis, and we feel it is time to update the fleet. The department had anticipated the acquisition of this truck, and the purchase was included in the 2007 CIP.

Quotes for a moderately equipped ½ ton, two-wheel drive Chevrolet work truck were obtained from the State of Minnesota Cooperative Purchasing Venture Program (CPV) and Stillwater Motor Company. The quotes are as follows:

State of Minnesota Release #T-642(S) CPU Contract #436607	$15,989.00
Stillwater Motor Company, Stillwater, MN	$15,648.70

PW will have some dealer supplied options installed on the new truck, including a bed liner, tool boxes, seat covers, and other appurtenances, to bring the grand total price, including taxes, to $18,412.91.

Recommendation

Staff recommends the City Council adopt a motion authorizing the Public Works department to purchase a 2008 Chevrolet 1500 Silverado pickup truck, Model #CC 10903, from Stillwater Motor Company, Stillwater, Minnesota, for a grand total price of $18,412.91. Funding for this purchase will be obtained from the PW Equipment Replacement Fund, which currently has a balance of approximately $460,000.00.

Turn in by 9-22

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

City of Bayport
SPECIAL EVENT APPLICATION

Licensing Requirements

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

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

Property Information

Address:

City: Bayport State Minnesota Zip Code 55003

Owner Name:

Home Phone Number: Work/Cell Phone Number:

Owner Address:

City/State/Zip:

Applicant Information

Applicant Name: Shawn Binkley

Home Phone Number: 651 342-0215

Work/Cell Phone Number: ~~651~~ 612-328-2824

Address: 360 Minnesota St S Bayport MN 55003

City/State/Zip:

Description of Request

We are requesting to use the bayport hockey rink for our 'Tunnel of Terror' on Halloween night. However, we would need time to build the Tunnel as soon as possible in October (approx 3 weeks)

Event Information

Start Date: AS + P October

End Date: event October 31st

Days of Operation *(check all that apply)* [illegible] 2nd

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

Hours of Operation

Weekdays: [illegible]

Weekends:

Requested City Assistance and/or Services

We would like the approval to use the Bayport Hockey Rink of our Tunnel of Terror event. This is a community service that we have been providing for almost 10 years. We also ask that the $50.00 fee we paid for this application be waived and refunded back to us.

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 *not available*
- 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: Angela Brinks **Date:** 9-16-08

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	9/23/08	CK# 5625	KJ
Escrow or cost incurred				

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

Date October 1, 2008

To: Mayor and City Council
Mike McGuire, City Administrator

From: Mel Horak, Public Works Supervisor

Subject: Expenditures for Public Works and Police as specified within OSHA grant agreement

Background

The garage doors and reversers at the Police Department (PD) and Public Works (PW) have been an ongoing safety concern of Bayport's Safety Committee and staff. According to Minnesota rules, garage doors must have functional door reversers in the event of garage door opening obstruction. The door reversers at both locations operate erratically at best and fail to operate in the worst case scenario. Numerous safety inspections pointed out these deficiencies, and the reversers have been an ongoing maintenance and repair headache.

The city's safety consultant, CHESS, Inc., successfully applied for a safety grant to help cover the cost of the garage door reverser replacement project The grant will pay for fifty (50) percent of the replacement costs for six door reversers at the PW building and two at the PD.

Two quotes were solicited and received for the furnishing and installation of photo electric eye reversers on the eight garage doors, with the following results.

Overhead Door Company, Eagan, MN	$3,600.00
Lake Country Door, Circle Pines, MN	$3,960.00

Also included in the safety grant was a request to help pay for the purchase of ten in-street pedestrian crossing signs. These signs will be installed on Minnesota State Highway 95 at various pedestrian crossing locations. The intent of the signs is to warn drivers of the potential for pedestrians crossing the highway.

Two quotes were received for the furnishing of ten street pedestrian crossing signs, with the low quoter being Rice Signs, LLC. of Auburn, Alabama, in the amount of $2,370 89 The safety grant will pay for 50% of the purchase.

Recommendation

Staff recommends the City Council adopt a motion to accept the safety grant from the Minnesota Department of Labor and Industry, for the 50% payment of the garage door reverser replacement project and pedestrian sign purchase contract Further, to award the garage door reverser replacement project to Overhead Door Company, Eagan, Minnesota, in the amount of $3,600 00, and the purchase of ten pedestrian crossing signs to Rice Sign, LLC, for a total price of $2,370 89 Funding for the remaining 50% of these purchases will be obtained from the PW and PD operating budgets

CITY OF BAYPORT
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BAYPORT, MINNESOTA 55003
PHONE 651-275-4404 FAX 651-275-4411

Date: September 30, 2008

To: Mayor and City Council

From City Administrator Michael McGuire

Subject: Agreement to assess sewer hookup costs for 690 Minnesota Street South

Background

I was approached by Vernon Luckey, 690 Minnesota Street South, inquiring whether the city could postpone the requirement to hook up to sanitary sewer at this time because he did not have the resources to do so. I explained to him that the City Code required that all homes hook up to city sewer within two years of its availability, which is October 2008. I further explained that he could request that the city pay all costs associated with his sewer hookup and assess it against the property, at which point he requested that we do so.

Recommendation

I recommend that the city assess all costs associated with connecting 690 Minnesota Street South to city sewer, not to exceed $4,650.00 (approximately $1,900.00 for excavation, etc., and $2,750.00 in permit and connection fees). This amount will be spread over a five-year period at 5% interest

SEH

September 30, 2008

RE Bayport, Minnesota
2008 Alley Paving Improvements
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 existing gravel alley between 8th and 9th Streets North and 4th and 5th Avenues North needs continual City maintenance. To create a better driving surface and reduce dust, several residents abutting the alley petitioned the City requesting that the City consider paving the alley. Since a portion of the project costs is recovered from special assessments against benefited properties, the City is required to follow Minnesota Statues 429. Under these statues, the City is required to prepare a feasibility report to address the feasibility of the improvements, the estimated costs, and the cost recovery. Since the project was not petitioned for by all abutting property owners, a public hearing will be required. This letter report serves as the required Feasibility Report for the 2008 Alley Paving Project in Bayport The attached map shows the alley location

The City does not currently have a policy addressing alley paving improvements To get a good feel for the desires of all of the residents abutting the alley, the City sent a memo. The memo outlined preliminary costs and assessments and requested that the owners indicate whether they were in favor of the paving or not. The owners were pretty much split on the issue of paving and being assessed The Council at the September 8, 2008 Council Meeting discussed the issue and authorized the preparation of this Feasibility Report so that the process can continue and the Public Improvement Hearing can be held.

The proposed paving improvement will consist of sub-cutting areas of the existing gravel, shaping the remaining gravel surface, adding six inches (6") of recycled aggregate base to provide an adequate street section and for drainage. Two, two inch (2") lifts of bituminous pavement will be paved over the gravel surface. The pavement will be 12 feet wide and will flare at the connection with 5th Avenue North and at the existing driveways.

The estimated project cost is $15,600 and includes estimated construction costs and 20% for associated costs such as engineering, legal, and administrative costs. Construction costs are estimated based on unit prices seen for similar type work in the area, and for 2008 construction. Since the estimated construction costs are less than $50,000, the City can waive the formal bidding process and obtain quotes from local contractors. The City will administer the project, with City staff obtaining quotes and coordinating construction with the selected contractor

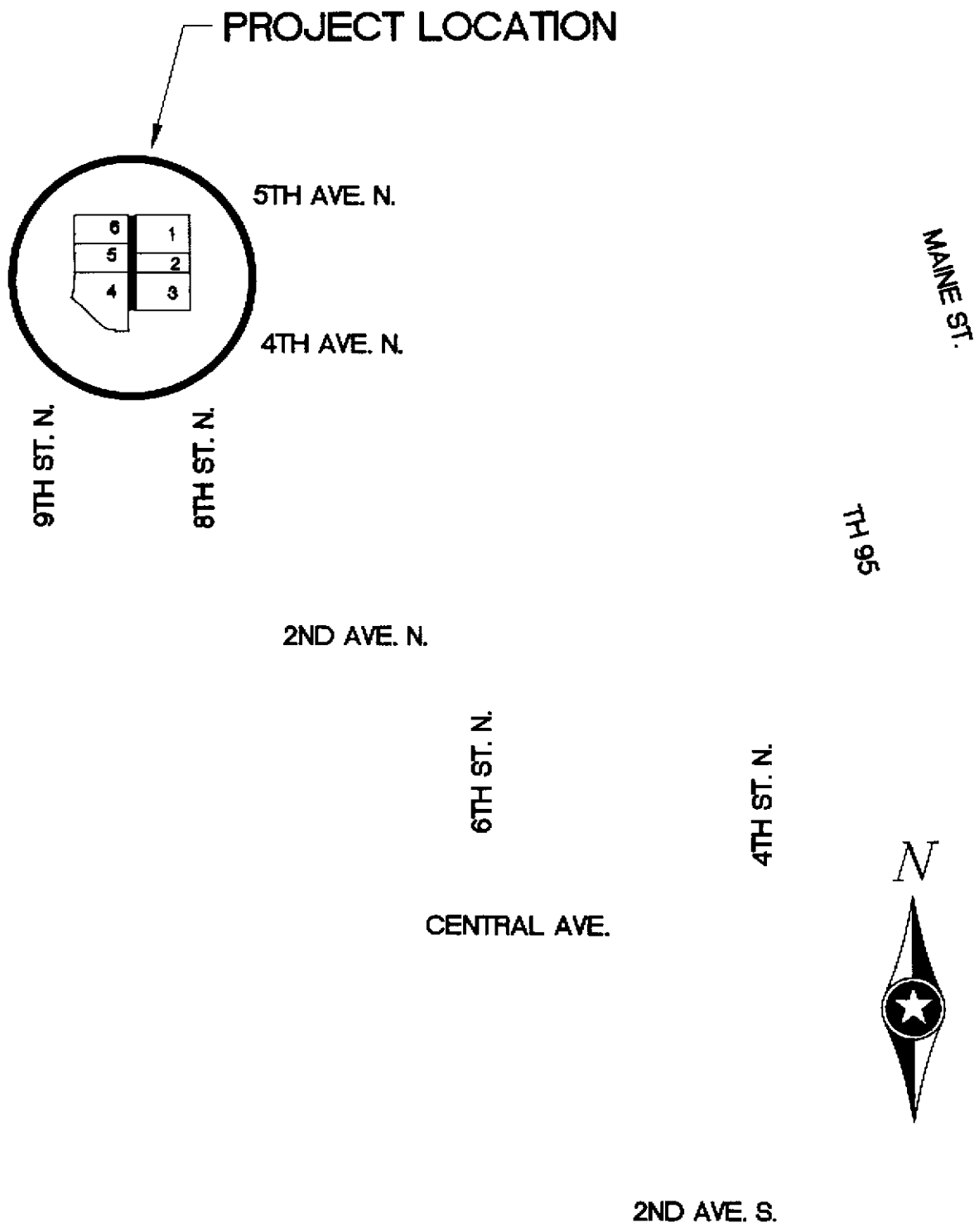
Current City policy is to recover fifty percent (50%) of project costs for street and alley improvements through special assessments against benefited properties. The City will pay the balance of the project costs from the City's Street Maintenance Fund The City's Assessment Policy assesses street improvements on a unit basis with a unit being equal to 7,000 square feet of property. An alternate Assessment method is to assess on a per parcel basis A copy of the estimated Assessment Roll is attached and includes both the Current Assessment Policy and the alternate per parcel

The alley paving improvement as noted are feasible and economical from the engineering standpoint. The improvements are also necessary to reduce annual City Maintenance costs (adding gravel), to provide an improved driving surface and to reduce dust concerns. We recommend that if the project proceeds, the improvements be constructed as noted above We also recommend that the Council accept this 2008 Alley Paving Improvement Feasibility Report, set a date for the Public Improvement and Assessment Hearings, and authorize staff to obtain quotes. The Hearings can be set for the November 3, 2008 meeting. If the project proceeds based on the resident discussions and the Council decision at the Public Hearings in November, the Council could order the improvements and award the project. If weather holds, construction could still be completed this fall.

Sincerely,

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

bcp
Attachments
s:\ae\bbeyp\030100alley paving 2008\08_09_23 r.doc



SEH PHONE. (651) 490-2000 3535 VADNAIS CENTER DR. ST PAUL, MN 55110	FILE NO. ABAYP008010.00 DATE: 9/23/087	**2008 ALLEY PAVING** **IMPROVEMENTS** BAYPORT, MINNESOTA	**EXHIBIT NO. 1**

City of Bayport
2008 Alley Paving Improvement
SEH File A-BAYPO0801.00

Assessment Based on Current Assessment Policy - Per Unit

	PIN NO.	NAME	PROPERTY ADDRESS	Butler Sucrest Bronson FT M Addition LOT	BLOCK	Lot Dimension Width (ft)	Lot Dimension Length (ft)	AREA Sq. Ft.	Units	Alley Assessment $ 781.485
1	1002920120003	Judith Lind	713 5th Avenue North	1 & 2	1	140	100	14 000	2 000	$1 562 97
2	1002920120004	Tom Warner	566 8th Street North	3	1	140	50	7 000	000	781 49
3	1002920120005	Stephen McNair	550 8th Street North	4 & 5	1	140	100	14 000	2 000	562 97
4	1002920120008	Scott Zeuli	551 9th Street North	pt 7 8 & all 9	1	[redacted]		13 870	1 951	548 12
5	1002920120009	Craig Entsch	569 9th Street North	10 & S 1 2 11		140	75	10 500	1 500	1 172 23
6	1002920120010	Fred Gramenz	585 9th Street North	N 1 2 11 and 12	-	140	75	10 500	1 500	1 172 23
									9 981	$7 800 00

City Cost **$7,800.00**

[redacted]

Estimated Construction Cost	$13 000 00
Est Associated Costs (20%)	2 600 00
Estimated Project Cost	$15 600 00
Assessable Project Cost (50%)	$7 800 00
Assessable Units	9 981
Assessment Rate per Unit	$781 485

City of Bayport
2008 Alley Paving Improvement
SEH File A-BAYPO0801.00

Assessment Based on Per Parcel

				Butler Secrest Brouson E I AL Addition			
	PIN NO	**NAME**	**PROPERTY ADDRESS**	**LOT**	**BLOCK**	**Units**	**Alley Assessment**
							$ 1,300.00
1	1002920120003	Judith Lind	713 5th Avenue North	1 & 2	1	1.00	$1,300.00
2	1002920120004	Tom Warner	566 8th Street North	3	1	1.00	$1,300.00
3	1002920120005	Stephen McNair	550 8th Street North	4 & 5		1.00	$1,300.00
4	1002920120008	Scott Zenth	551 9th Street North	pt 7 8 & all 9	-	1.00	$1,300.00
5	1002920120009	Craig Fritsche	569 9th Street North	10 & S 1 2 11	1	1.00	$1,300.00
6	1002920120010	Fred Gramenz	585 9th Street North	N 1 2 11 and 12	1	1.00	$1,300.00
						6.00	$7,800.00

City Cost **$7,800.00**

Estimated Construction Cost	$ 3,000.00
Est Associated Costs (20%)	2,600.00
Estimated Project Cost	$ 5,600.00
Assessable Project Cost (50%)	$7,800.00
Assessible Units	6.00
Assessment Rate per Unit	$1,300.00

CITY OF BAYPORT
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BAYPORT, MINNESOTA 55003
PHONE 651-275-4404 FAX 651-275-4411

Date: September 30, 2008

To: Mayor and City Council

From: City Administrator Michael McGuire

Subject: Review of City Hall Business Hours

Background

Since Memorial Day, City Hall business hours have been Monday-Thursday, 7:30 a.m.-5:00 p.m., and Friday, 7:30 a.m.-11:30 a.m. These hours worked favorably for the employees to help extend their weekends, but also for the public because of the earlier opening and later closing of City Hall. These hours were originally scheduled to end on Labor Day but were extended by the City Council through October 31st, so we could consider these and other options for hours.

Discussion

During this past year, many cities and businesses have gone to a four-day workweek and many others are considering it. (Please refer to attached articles.) The State of Utah has also gone to a four-day workweek. We have examined the benefits to the city, its employees, and our customers. They are

- A 20% reduction in commuting costs for our employees (approximately $60.00 per day)
- Approximately 10% reduction in City Hall electric and gas usage
- More convenient hours for our customers/citizens, in that they can stop at City Hall on the way to or way home from work

In addition to the above proposal, I think the city should consider allowing employees to work 36 hours per week, rather than 40 hours, as their workload permits. Under this scenario, employees would continue to receive full benefits, but have their pay reduced/ prorated, based on actual hours worked, not to exceed 40. This could result in a 10% reduction in office salaries (up to $30,000.00 per year).

Recommendation

I recommend that the City Council establish City Hall business hours Monday-Thursday, 7:30 a.m. to 5:00 p.m., on a trial basis through October 1, 2009, and that City Hall office employees be allowed to work between 36 to 40 hours per week, as their workload permits, and their wages be adjusted accordingly.

Mike McGuire

From: Divine, Mary [mdivine@pioneerpress com]
Sent: Tuesday, August 26, 2008 10 13 AM
To: Mike McGuire
Subject: 4-day work week

Mike My editor is interested in doing this story earlier rather than later given the TV story and the Gazette story Will you be around tomorrow? Mary
ps I thought you'd be interested in this story

Pioneer Press Archived Article

COUNCIL VOTES TO SWITCH TO FOUR-DAY WORK WEEK

Published on 08/05/2008

Tag:
Section: Local
Page: A8

Byline: Bob Shaw

ST. FRANCIS - It's official -- St. Francis is taking Fri*day*s off.

The City Council unanimously decided Mon*day* night to open city offices Mon*day* through Thurs*day* beginning Sept. 1. The ***four-day*** week will improve customer service and save energy, city manager Matt Hylen said.

"I am very excited to try this." he said. St. Francis is a town of 7,200 in northern Anoka County.

Offices will be open from 7 a.m to 5.30 p.m., compared with the 8 a.m. to 4:30 p.m hours now, Hylen said. The extended hours will give citizens a chance to get official business done before or after work. he said.

The city also will save money on energy by turning off lights and computers and adjusting the thermostats for a ***four-day*** week, Hylen said.

The ***four-day*** week also will reduce congestion. Employees will be driving to and from work during off-peak hours and won't commute at all on Fri*day*s.

Hylen was inspired by a decision by Utah officials to open state offices ***four days*** weekly.

"I brought it up in July, and I was surprised how the council jumped on it." Hylen said.

He said he's received many e-mails asking about the new hours, including some from curious officials of other cities.

"It's nice to be ahead of the curve, to try something that maybe the private sector should look at," Hylen said.

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Bob Shaw, Pioneer Press
651-228-5433
Fax -- 651 228 2179

From: Divine, Mary
Sent: Tuesday, August 26, 2008 10:02 AM
To: Suburbs
Subject: 4-day work week

Bayport City Hall is considering a move to a four-day work week in order to save money and help the environment. Are any of your cities doing this? Have they talked about doing this? Thanks, Mary

Mary Divine
St. Paul Pioneer Press
345 Cedar St., St. Paul, MN 55101
Office: 651.228 5443 | Mobile: 651.336.5443
Fax: 651.228.5500
mdivine@pioneerpress.com | www.twincities.com

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- St. Paul Obama 08 Offices Vandalized

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4-Day Work Week Saving Money For City, Employees

Reporting James Schugel

(WCCO) Working four days every week sounds like a great deal. For some city employees, it's working out well. It's also turning out to be a real money-saver for their employer.

Working the four-day schedule means energy and financial savings from Minnesota to the mountains in the West. In the City of Anoka, change happened when gas prices got high. People started complaining, and Anoka's leaders started listening.

"This is an experiment to try something for the summer," said Anoka's Mayor, Bjorn Skogquist.

He and city leaders turned to a four-day work week for city employees. It's an option for employees and a way for them to cut expenses.

"We knew the gas prices were going up, but you know, come on, it's also the summer. People would like maybe an extra (weekend) day," said Mayor Skogquist.

He said the change had nothing to do with saving the city money, only saving its employees money. Four-day weeks in other parts of the state, and the country, are cutting government costs.

The town of Saint Francis in Northern Anoka County plans to close City Hall on Fridays. The move will save several energy costs, like heating, cooling and electricity.

It's a lot like what Utah and its governor did this month. About a 1,000 state office buildings will close every Friday. The state will spend about 20 percent less on its energy costs and save $3 million.

In Minnesota, Eden Prairie's City Manager Scott Neal even "blogged" this summer about how to spend less on energy with a four-day week.

"We're going to examine what work can be done from home. We're going to look at what work must be done from the City Center offices," wrote Neal.

Anoka's leaders will look at how their plan is working late this month and decide whether to continue it.

"You know, it's good," said Anoka's Mayor. "We've tried to foster a little bit of an environment where we can try new things. We can look at different ways of doing business."

know more?

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Mayor Skogquist and city leaders turned to a four-day work week for city employees. It's an option for employees and a way for them to cut expenses.
CC

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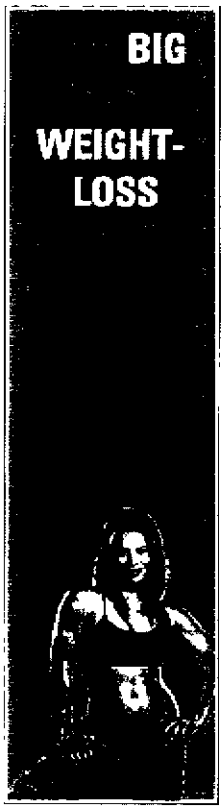
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CITY OF BAYPORT
294 NORTH THIRD STREET
BAYPORT, MINNESOTA 55003
PHONE 651-275-4404 FAX 651-275-4411

Date: September 30, 2008

To: Mayor and City Council

From Mike McGuire, City Administrator

Subject: Update on the temporary storage of the house on city property

BACKGROUND

At the September meeting, the City Council granted an extension to temporarily store a house on city property, located south of the Public Works building. The request for the extension was received by Brian Shelton, who is the prospective buyer of the house from Semple Movers. As a condition of this extension, the City Council specified that that there would be a $500 rental fee for both the past month's storage and the additional 30 days, for a total of $1,000.00, to be paid by September 12, 2008. After the rental payment was made, Mr. Sheton was to submit a planning and zoning application to the city, delineating his proposed use for the property and the house.

To date, the city has yet to receive $500.00 of the $1,000.00 rental fees required for the storage of the house. Staff has made several attempts to collect payment from both Brian Shelton and Terry Semple, but neither has made this required payment. Staff has communicated to Mr. Shelton that the city will not be reviewing any site plans for the house until the rental payment is made in full. Staff feels that because they have failed to make the required rental payment, and both Mr. Shelton and Mr. Semple have been made aware of this issue on several occasions, temporary storage of the house shall cease, and the house shall be moved by October 15, 2008.

RECOMMENDATION

Staff recommends the City Council adopt a motion to discontinue the temporary storage of the house on public property, effective October 15, 2008, due to failure to make the required rental payment to the city.

R. W. KIRCHNER & ASSOCIATES

1607 Linson Circle • Stillwater, MN 55082 • 651-439-3900
Fax: 651-439-8977

Raymond W. Kirchner, SRPA, SRA
Senior Real Property Appraiser

June 13, 2008

Mike McGuire, City Administrator
City of Bayport
294 North 3rd Street
Bayport, MN 55003

RE: Appraisal Report
226 3rd Street N
Bayport, MN 55003

Dear Mr. McGuire:

In accordance with your request, I have inspected and hereby submit an appraisal report on the above referenced property, legally described as set forth in the text of this report.

The purpose of the appraisal is to estimate the market value of the property for purposes of City acquisition.

Attached are two copies of the report in which I have concluded that as of June 12, 20087, the fee simple market value of the subject property is:

ONE HUNDRED SEVENTY THOUSAND DOLLARS
($170,000.00)

I was also request to estimate the value of the land for commercial redevelopment. Although there is a lack of commercial land sales in Bayport, my appraisal sets forth a number of sales in neighboring communities. Based on these sales my estimated of land value is $75,000.

NOTE: The appraisal is subject to the Assumptions & Limitations of Appraisal set forth in the report and cannot be fully understood unless they are read in their entirety.

Respectfully Submitted,

Raymond W. Kirchner, SRA/SRPA
Minnesota Certified General Real Property Appraiser License #4000780
Wisconsin Certified General Appraiser and Licensed Appraiser License #374 – 010

CITY HALL
HOLIDAY
2ND AVE N
1ST AVE N
6TH STN
3RD ST N
2ND ST N
STATE ST N

M E M O R A N D U M

DATE: **September 17, 2008**

TO: **City Council (October 6th meeting)**
Mike McGuire, City Administrator

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

SUBJECT: **Consider a request for a conditional use permit to allow outdoor seating and consumption of food and beverages within a proposed outdoor, uncovered front porch area at the Hesley Jensen American Legion Post 491, located at 263 3rd Street North**

A. BACKGROUND

The property is located at 263 3rd Street North and is legally described as Lot 3, Block 56, Bayport, Washington County, Minnesota. It is zoned B-2 Central Business and contains an existing commercial building that is currently occupied by the Hesley Jensen American Legion Post 491. It also contains an off-street parking area on the south side of the building. The property is surrounded by commercial businesses to the north, south, and west, and residential homes to the east.

Club Manager Aaron Prichard has submitted an application for a conditional use permit (CUP) to allow outdoor seating and consumption of food and beverages within a proposed outdoor, uncovered front porch area. Clubs, taverns, and restaurants are permitted uses in the B-2 Central Business District. However, any outdoor storage, use, seating, or food or beverage consumption requires a CUP that specifies conditions under which outdoor use is permitted.

Over the past few months, the city has discussed and reviewed options for the addition of an uncovered porch area to the front of the building with the club manager, which would be located adjacent to 3rd Street North. The uncovered porch area would be constructed to comply with city code requirements, and therefore would not require any variances. However, in order to utilize the uncovered porch for outdoor seating, smoking, and consumption of food and beverages, a CUP is required.

The Planning Commission held the required public hearing on September 15, 2008. Notice of the Planning Commission's public hearing was mailed to all property owners within 350' of the subject property and published in the Stillwater Gazette on August 29, 2008. The following informational items are attached:

- narrative by the property owner
- site plan of the property with the footprint of the proposed outdoor porch
- a photo of the existing property and a site sketch of the property with the proposed porch

B. STAFF COMMENTS

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.

The proposed outdoor porch area would be located at the northwest corner of the building adjacent to 3rd Street North, with a maximum dimension of 21 feet x 13 feet as indicated on the site plan The porch would be uncovered, to allow water infiltration and contain a railing system to provide fall protection Ingress/egress to the porch area would be limited from within the building, through a proposed patio door accessed from the interior bar area The area would contain approximately six additional seats for patrons and appropriate receptacles to dispose of tobacco products

The uncovered porch would be setback 20 feet from the edge of the road right-of-way and continue with building line on the north side of the property, at a setback of 3 feet, which complies with the setback for uncovered porches (section 602 03 (1) of city code) Therefore, no variances are required Because the uncovered porch is adjacent to a road right-of-way and other commercial business, staff does not feel that screening or fencing from adjacent properties is necessary. However, city code does require that landscaping improvements equal to 1% of total project cost be installed on the property and staff will work with the club manager to develop a landscape plan Also, because the porch is not a substantial addition to the existing building which would increase the seating capacity city code does not require additional off-street parking in conjunction with this project.

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

A majority of the parcels in the immediate vicinity of the subject property are zoned and used for commercial purposes, some of which include outdoor patio or porch areas, which have not had a negative impact on the neighborhood. As such, allowing a CUP for the proposed use may be appropriate However to comply with regulations set forth by city code, staff recommends the following conditions of approval:

- The outdoor porch area shall be constructed in compliance with the site plan that was submitted as part of the CUP application and maintained in a manner that is compliant with city code
- The outdoor porch area shall be limited to smoking of tobacco and consumption of food and beverages only The sale of food, beverages, tobacco or any other items shall be contained inside the building
- The outdoor porch area shall be confined to the 21 foot x 13 foot space delineated on the site plan, with a railing system and limited ingress/egress through the building, at all times
- The seating capacity of the outdoor porch area shall be limited to six seats
- The outdoor porch area shall contain appropriate receptacles to dispose of tobacco products
- The outdoor porch area hours of operation shall be limited to 10 00 a m 10 00 p m (to be consistent with the CUP for Woody's Bar and Grill outdoor patio area).
- Lighting for the outdoor porch area shall be limited to down-lit surface mounted fixtures, mounted to the building
- Speakers, music, or other audio devices shall not be allowed in the outdoor porch area, in an effort to minimize noise
- Relocation of any existing signs, in conjunction with construction of the porch area, is subject to review and approval by city staff

- Landscaping improvements equal to 1% of total project cost is required. A landscaping plan shall be submitted to city staff for review and approval that indicates all landscaping improvements. The CUP will not be issued until all landscaping has been installed (an extension for the landscape installation may be granted until June 1, 2009 if necessary due to weather).

- A combination of vegetation and/or pervious landscaping material shall be installed and maintained underneath the porch, to allow water infiltration.

- If the city receives complaints regarding the use of the porch area which raise concerns regarding the health, safety and welfare of the residents of the City of Bayport, a hearing before the City Council will be scheduled immediately, at which time modification, suspension or revocation of the CUP will be considered.

- 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 September 15, 2008, the Planning Commission voted 4-0 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 outdoor seating and consumption of food and beverages within a proposed outdoor, uncovered front porch area, not to exceed 21 feet x 13 feet, at the Hesley Jensen American Legion Post 491, located at 263 3rd Street North. 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.

Aaron Prichard
American Legion Post 491
263 N 3rd Street
Bayport, MN 55003
August 13, 2008
City Of Bayport
Planning Commission
294 North 3rd Street
Bayport, MN 55003

City of Bayport Planning Commission.

13 x 21 ~~14' by 19'~~

The Hesley Jensen American Legion Post 491 proposes to build a ~~14' by 19'~~ uncovered porch at our facility located at 263 N. 3rd Street The proposed porch will provide additional six temporary seats for our patrons, an area to accommodate our smoking customers and it will also be an effective means of attracting business.

As you may know, the American Legion is not only a veteran's service organization; we are a community service group and a non-profit organization. We rely heavily on community participation at our post events and patronization of our club from the local population to raise funds that support many local programs. Historically, business declines sharply during the summer months and an outdoor seating and gathering area will help attract patrons. The potential increase in business for the post can only benefit our community through the donations we provide supporting numerous local organizations.

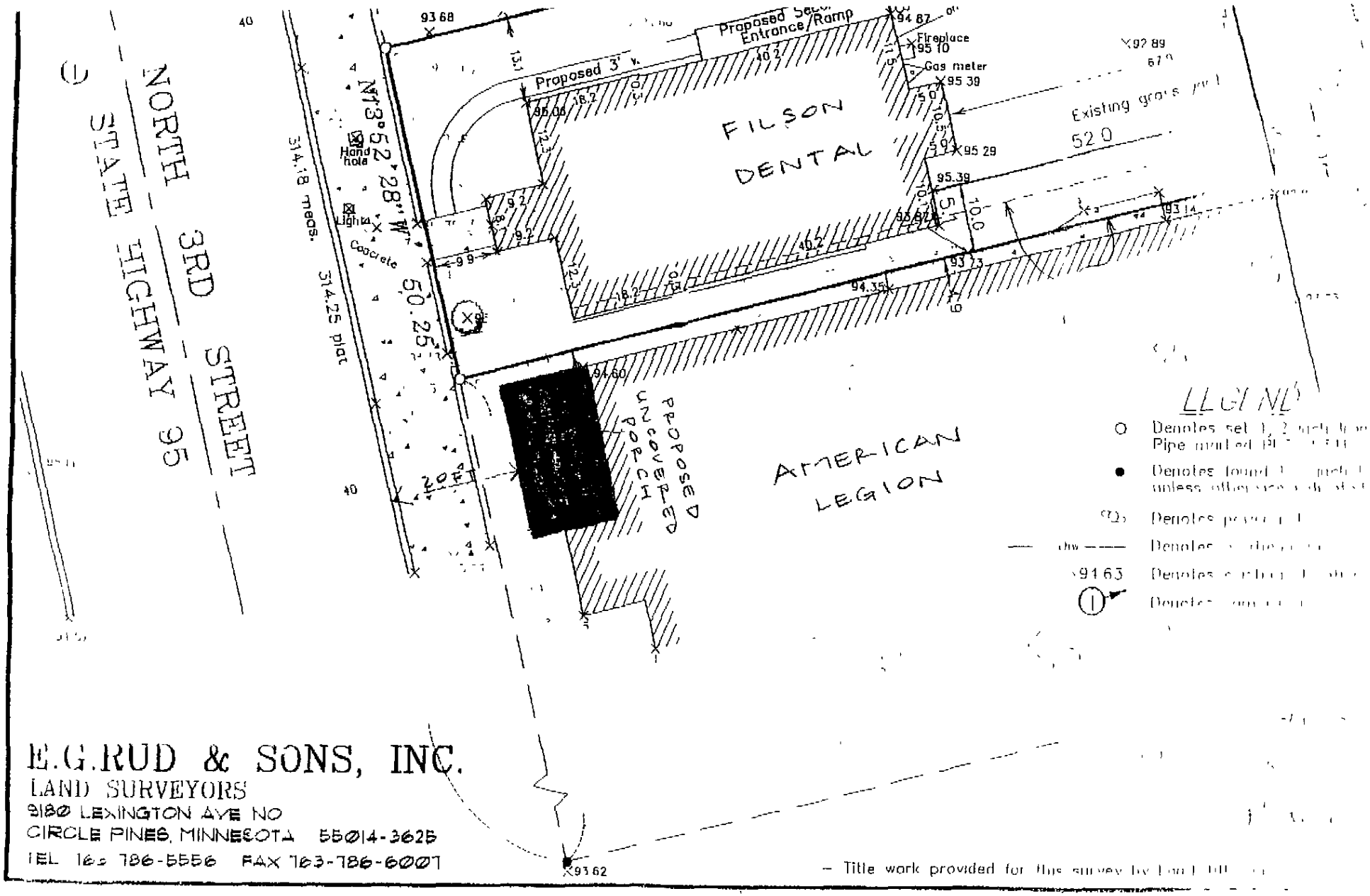
The porch will also provide a more appropriate area for our smoking customers to congregate as opposed to the main entrance walkway which is the current practice. Moving the smoking area to the porch will provide a more pleasant atmosphere for our non-smoking customers.

We request a conditional use permit be approved which will allow us to build the above mentioned uncovered porch.

If you have questions about our request please contact me at (651) 439-5463 or Thallassa Gunelius at (651) 439-2482. We look forward to hearing your position on this request.

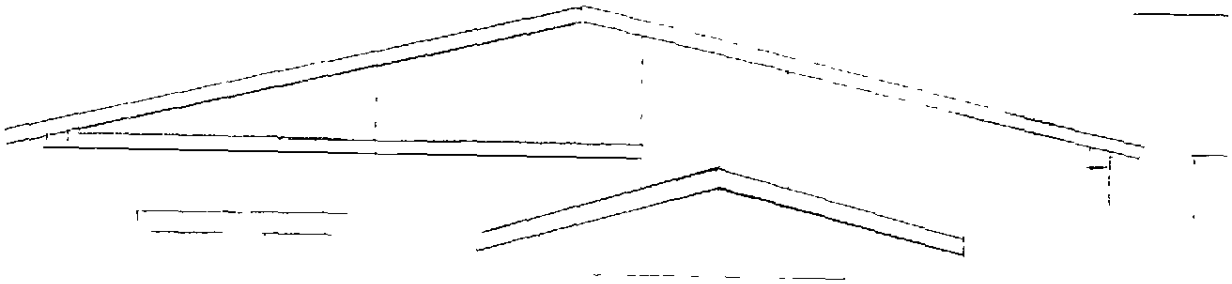
Sincerely,

Aaron Prichard
Club Manager
Hesley Jensen Post 491



E.G.RUD & SONS, INC.
LAND SURVEYORS
9180 LEXINGTON AVE NO
CIRCLE PINES, MINNESOTA 55014-3625
TEL 763-786-5556 FAX 763-786-6007

– Title work provided for this survey by



42

APPROX 30'

21' FRONT

13' Side

RESOLUTION NO. 08-

EXTRACT OF THE MINUTES OF THE CITY COUNCIL MEETING
CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA
HELD OCTOBER 6, 2008

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 October, 2008

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 OUTDOOR SEATING AND CONSUMPTION OF FOOD AND BEVERAGES WITHIN A PROPOSED OUTDOOR, UNCOVERED FRONT PORCH AREA AT 263 3RD STREET NORTH, LEGALLY DESCRIBED AS LOT 3, BLOCK 56, OF BAYPORT, WASHINGTON COUNTY, MINNESOTA

WHEREAS, The city received a request from Aaron Prichard, Club Manager of the Hesley Jensen American Legion Post 491 to consider a conditional use permit (CUP) to allow outdoor seating and consumption of food and beverages; and

WHEREAS, The Planning Commission of the City of Bayport held a public hearing on September 15, 2008 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 October 6, 2008 at its regular meeting, and

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

FINDINGS OF FACT

A. On or about August 14, 2008 the city received a CUP application to allow outdoor seating and consumption of food and beverages within a proposed, uncovered front porch area at 263 3rd Street North

B. The subject property is zoned B-2 Central Business. Clubs, taverns, and restaurants are permitted uses in the B-2 Central Business District. However, any outdoor storage, use, seating, or food or beverage consumption requires a CUP that specifies conditions under which outdoor use is permitted

C. The proposed outdoor porch area would be constructed at the northwest corner of the building to accommodate the outdoor seating and food/beverage consumption, with a maximum dimension of 21 feet x 13 feet. The porch would be setback 20 feet from the edge of the road right-of-way and continue with building line on the north side of the property at a setback of 3 feet, which complies with the setback for uncovered porches (section 602.03 (1) of city code)

D. The Planning Commission of the City of Bayport held a public hearing on the application on September 15, 2008. At the close of the public hearing, the Planning Commission unanimously recommended approval of the request to the City Council

E A majority of the parcels in the immediate vicinity of the subject property are zoned and used for commercial purposes, some of which include outdoor patio or porch areas, which have not had a negative impact on the 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 outdoor seating and consumption of food/beverages

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

- ❑ The outdoor porch area shall be constructed in compliance with the site plan that was submitted as part of the CUP application and maintained in a manner that is compliant with city code
- ❑ The outdoor porch area shall be limited to smoking of tobacco and consumption of food and beverages only The sale of food, beverages, tobacco or any other items shall be contained inside the building
- ❑ The outdoor porch area shall be confined to the 21 foot x 13 foot space delineated on the site plan, with a railing system and limited ingress egress through the building, at all times
- ❑ The seating capacity of the outdoor porch area shall be limited to six seats
- ❑ The outdoor porch area shall contain appropriate receptacles to dispose of tobacco products
- ❑ The outdoor porch area hours of operation shall be limited to 10 00 a m - 10 00 p m (to be consistent with the CUP for Woody's Bar and Grill outdoor patio area)
- ❑ Lighting for the outdoor porch area shall be limited to down-lit surface mounted fixtures, mounted to the building
- ❑ Speakers, music, or other audio devices shall not be allowed in the outdoor porch area, in an effort to minimize noise.
- ❑ Relocation of any existing signs, in conjunction with construction of the porch area, is subject to review and approval by city staff
- ❑ Landscaping improvements equal to 1% of total project cost is required A landscaping plan shall be submitted to city staff for review and approval that indicates all landscaping improvements The CUP will not be issued until all landscaping has been installed (an extension for the landscape installation may be granted until June 1, 2009 if necessary due to weather)
- ❑ A combination of vegetation and or pervious landscaping material shall be installed and maintained underneath the porch, to allow water infiltration
- ❑ If the city receives complaints regarding the use of the porch area which raise concerns regarding the health, safety and welfare of the residents of the City of Bayport, a hearing before the City Council will be scheduled immediately, at which time modification, suspension or revocation of the CUP will be considered.

- 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 before the Planning Commission, 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 thereon, the following voted via voice

Jon Nowaczek - Connie Carlson -
Dan Johnson - Sharon Ridgway -
Jerry Kraftson -

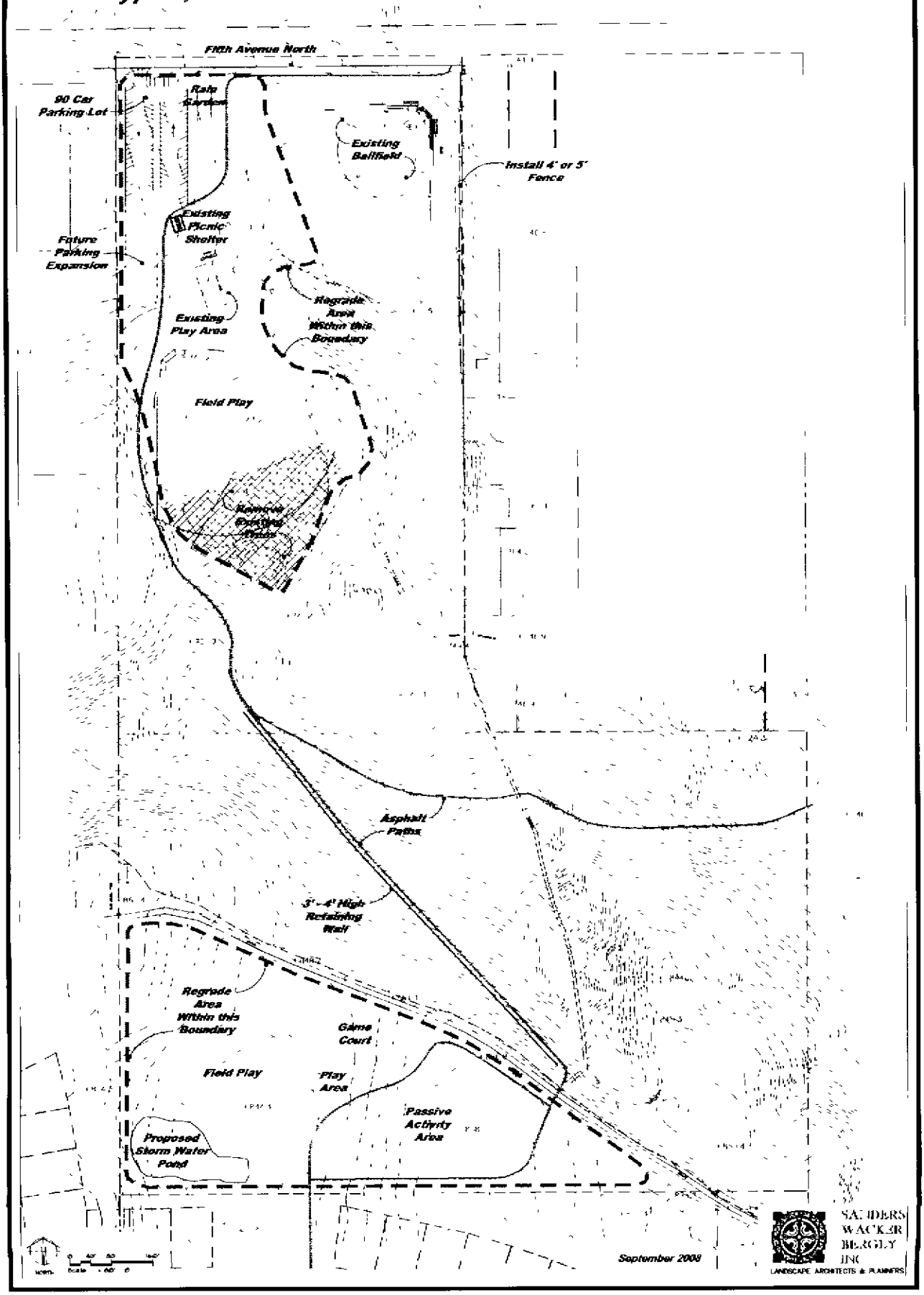
Thereupon said resolution was declared duly passed and adopted and signed by the Mayor and the City Administrator. Passed by the City Council, City of Bayport, Washington County, Minnesota on this 6th day of October, 2008

ATTEST:

_____ _____
Mike McGuire Jon Nowaczek
City Administrator Mayor

Barker's Alps - Phase One Site Improvements

Bayport, Minnesota



PRELIMINARY COST ESTIMATE

Phase I Site improvements

Barker's Alps Park, Bayport, MN

Prepared by Sanders Wacker Bergly, Inc.

Date Sept 30, 2008

BARKER'S ALPS NORTH AREA	
ITEM	**TOTAL**
Treatment of rubble and debris	?
Clearing of trees	$20,000 00
Grading of parking and playfield area	$80,000.00
Add fencing along property line at existing north ballfield	$12,000.00
90 stall parking lot (45 stall parking lot = $46,000)	$77,000 00
Asphalt paths	$79,000.00
Retaining wall along hillside path	$80,000.00
Seeding	$30,000.00
Landscaping (trees and shrubs)	$10,000.00
20% Contingency	$80,000.00
SUBTOTAL	$468,000 00
BARKER'S ALPS SOUTH AREA	
Grading of south area (grading of field play area only = $46,000.00)	$66,000 00
Asphalt paths	$28,000 00
Play area with play equipment	$60,000.00
Court games (1/2 court basketball, hopscotch, 4-square)	$12,000.00
Topsoil and Seeding (Topsoil and seeding of field play area only = $72,000.00)	$120,000.00
Landscaping (trees and shrubs)	$20,000.00
SUBTOTAL	$306,000.00
20% contingency	$61,200.00
SUBTOTAL	$367,200.00
Design and engineering fees	$58,000.00
Soil and construction materials testing expenses	$5,000.00
GRAND TOTAL	$898,200.00

SEH

September 30, 2008

RE Bayport, Minnesota
TH 95 Pedestrian Crossing Feasibility Report
SEH No. 102580-(BAYPO) 14.00

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

Attn: Mike McGuire, City Administrator

Pedestrian crossing of TH 95 has been a concern for some time in Bayport. An area of major concern is near Andersen Elementary School and Perro Park. Students from the school use Perro Park. We were authorized to prepare a preliminary report to look at the feasibility and options for a pedestrian crossing in this area. Three options we investigated include an bridge/over-pass, a tunnel and an at-grade crossing. The location that has been discussed is in the area of Andersen Elementary School and Perro Park. The attached map shows the project location.

Bridge/Over-pass

The first option considered is the construction of a 10 foot pedestrian bridge/over-pass. Crossing of a State Highway requires that there be 17 feet 4 inch clearance at the travel lanes and with a minimal bridge depth for a prefab type structure of 30 inches, the deck of a pedestrian bridge will need to be 19 feet 10 inches above the travel lanes of TH 95.

To comply with the Americans with Disability Act (ADA), ramp access to the bridge/over-pass needs to meet maximum grade standards. ADA allows a maximum grade of 8% if there are minimum 5 foot landings every 30 inches of height. Outside use of the 8% is not desirable with the winter conditions we have in Minnesota, therefore a maximum grade of 5.0% is recommended. The sidewalk along the west side of TH 95 is approximately 2 feet above the travel lanes, so the ramp to the bridge would need to be 356 feet long at a 5% grade ((19.8 feet clear-2 feet blvd)/5%) or 250 feet at an 8% grade. On the east side, even though the ground drops off 5 feet to 6 feet to the park, ramp length would not be significantly different since the touch-down would need to be at the sidewalk for access. To accommodate these lengths, it is recommended that the ramps be switch-back (back and forth) to fit existing conditions and to keep the touch-down ends of the ramps in close proximity. Without the switch-back ramp, approximately 12 feet of area beyond the sidewalk would be required for the ramp. Using the switch-back, ramps would use approximately 25 feet to 37 feet in width beyond the sidewalk. Overhead power along the west side will need to be buried near 3rd Avenue North to provide vertical and horizontal clearance. On the east side, overhead power for the lights at the park will need to be relocated. Exhibit 2 shows the overpass option.

Estimated project cost for the bridge/over-pass option is shown below for both the 5% and the 8% ramp alternates. These costs include estimated construction of the bridge/over-pass, retaining walls, approaches, replacement sidewalks, fence and tree relocations, and 20% for engineering, legal and administrative costs.

	5% Alternate	8% Alternate
Estimated Construction	$1,416,500 00	$1,109,000.00
20% Engineering, legal and Admin	283,300.00	221,800.00
Estimated Project Cost	$1,699,800.00	$1,330,800.00

Under-Pass

The second option is the construction of a 10 foot high by 12 foot wide under-pass. To meet minimum MnDOT culvert cover, the bottom of the box culvert would be approximately 12 feet below the pavement. The depth of the existing Perro Creek box culvert will prevent constructing access ramps that cross Perro Creek, therefore, the box and access ramps will need to be all constructed on one side of Perro Creek. With existing school building location and site conditions restricting ramp construction on the south side of Perro Creek, the north side is the only option that will work. Again site restrictions require that the east side access ramp be constructed due east along the south side of 3rd Avenue North

Again, ADA standards will need to me met for the access ramps On the west side, there is 13 feet of depth to be made up with the ramp, therefore the ramp would need to be 260 feet in length for the 5% option or 200 feet at 8% With 3rd Avenue North sloping down from TH 95, the depth to be made up with the east side ramp is approximately 8 feet. This would require a 160 foot ramp at 5%, or 108 feet at 8%. Again, site restrictions and keeping the west side access at 3rd Avenue North, it is recommended that the west ramp be constructed as a switch-back. Exhibit 3 shows the under-pass option.

When box culverts are constructed under State Highways, MnDOT requires the construction of 6 inch reinforced concrete live load distribution panel over the culvert. Constructing the east access ramp easterly along the south side of 3rd Avenue North will required that 3rd Avenue be reduced from its existing 38 foot width to 30 feet and that retaining walls and guardrail be constructed. A small box culvert would need to be placed at the east end of this ramp to cross Perro Creek to get to the park. The existing TH 95 storm sewer system outlets into Perro Creek near the existing box culvert. This outlet pipe will need to be reconstructed to outlet further to the east.

Estimated project cost for the under-pass option is shown below for both the 5% and the 8% ramp alternates. These costs include estimated construction of the box culvert, retaining walls, storm sewer relocation, TH 95 repairs, sidewalk replacements, fence and tree relocations, and 20% for engineering, legal and administrative costs.

	5% Alternate	8% Alternate
Estimated Construction	$928,595 00	$781,350 00
20% Engineering, legal and Admin	185,719 00	156,270 00
Estimated Project Cost	$1,114,314 00	$937,620 00

At-Grade

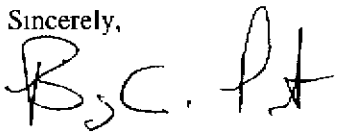
The third option considered is an at-grade crossing This could be accomplished by the construction of a full traffic activated signal or a pedestrian activated flasher signal. We contacted the Minnesota Department of Transportation (MnDOT) Signal Representative for the Bayport area to discuss these options. MnDOT previously has indicated, and confirmed again, that the construction of a full traffic signal in Bayport was unlikely because the locations along TH 95 do not appear to meet signal warrants.

The signal warrants for trunk highways include traffic volumes, peak hour traffic volumes, pedestrian volumes, school crossings and crash experiences.

The Signal Representative did indicate that with the location of the school and the school's use of the park across would, warrants would be met for the installation of a pedestrian activated flasher signal. MnDOT would support the installation which would need to be completed under a permit with MnDOT. All costs would the responsibility of the City of Bayport for installation and maintenance except for initial pavement markings and signing.

The estimated project costs for the construction of a full traffic signal is $300,000 and for a pedestrian activated flasher signal is $60,000. These costs include 20 percent for engineering, legal and administrative costs.

Sincerely,



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

bcp
Attachments
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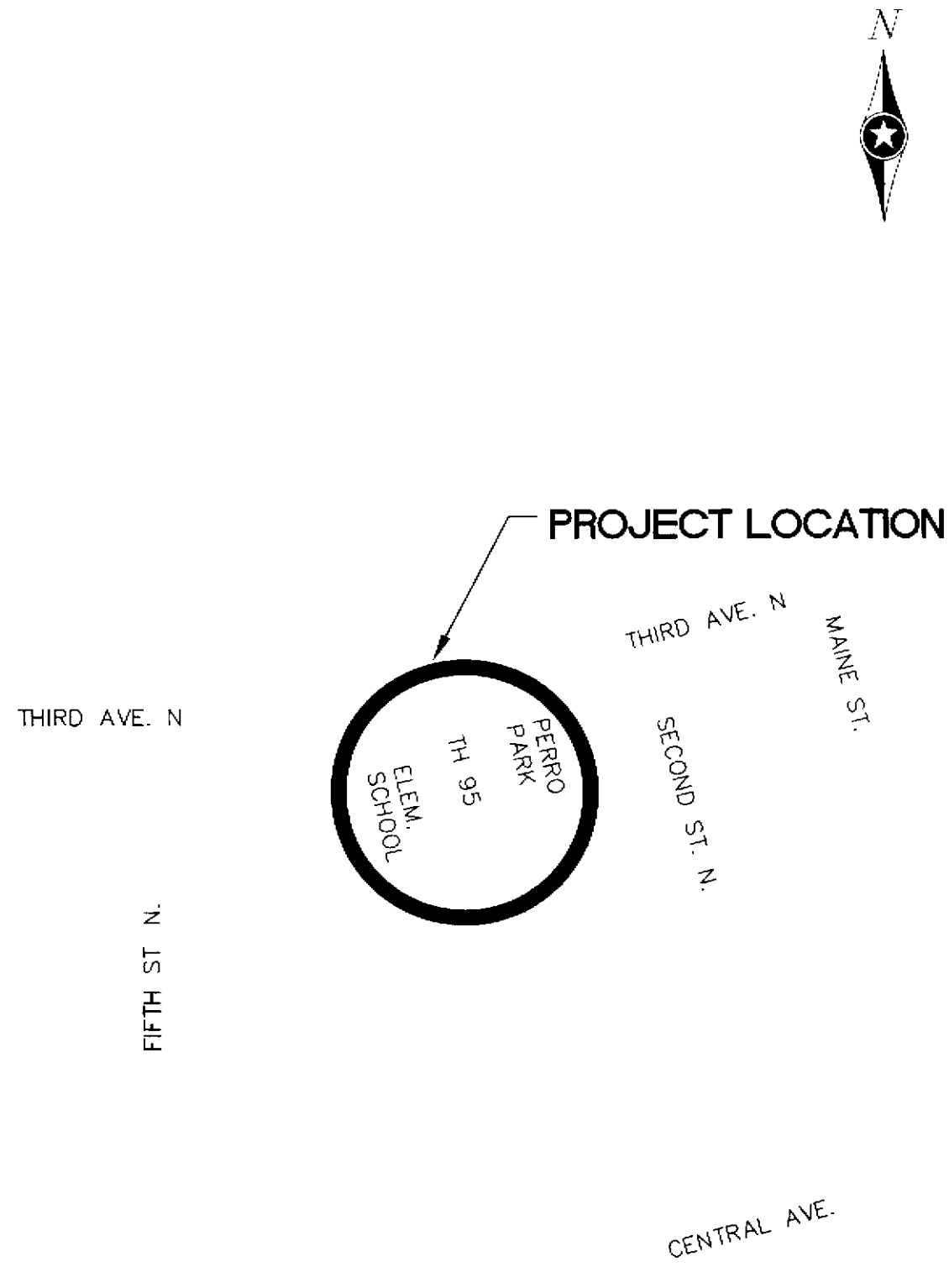


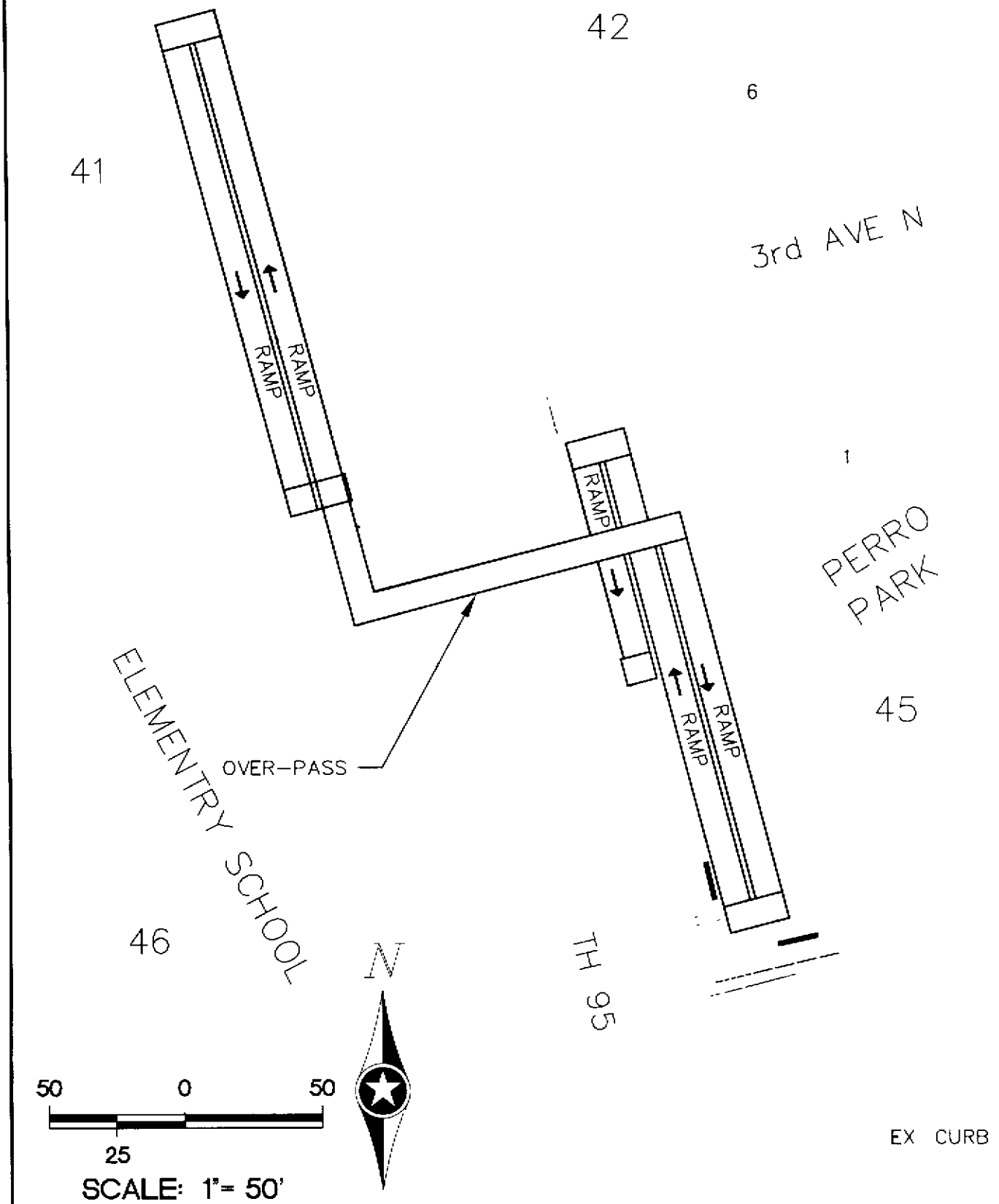
SEH
PHONE (651) 490-2000
3535 VADNAIS CENTER DR
ST PAUL, MN 55110

FILE NO
102580-BAYPO

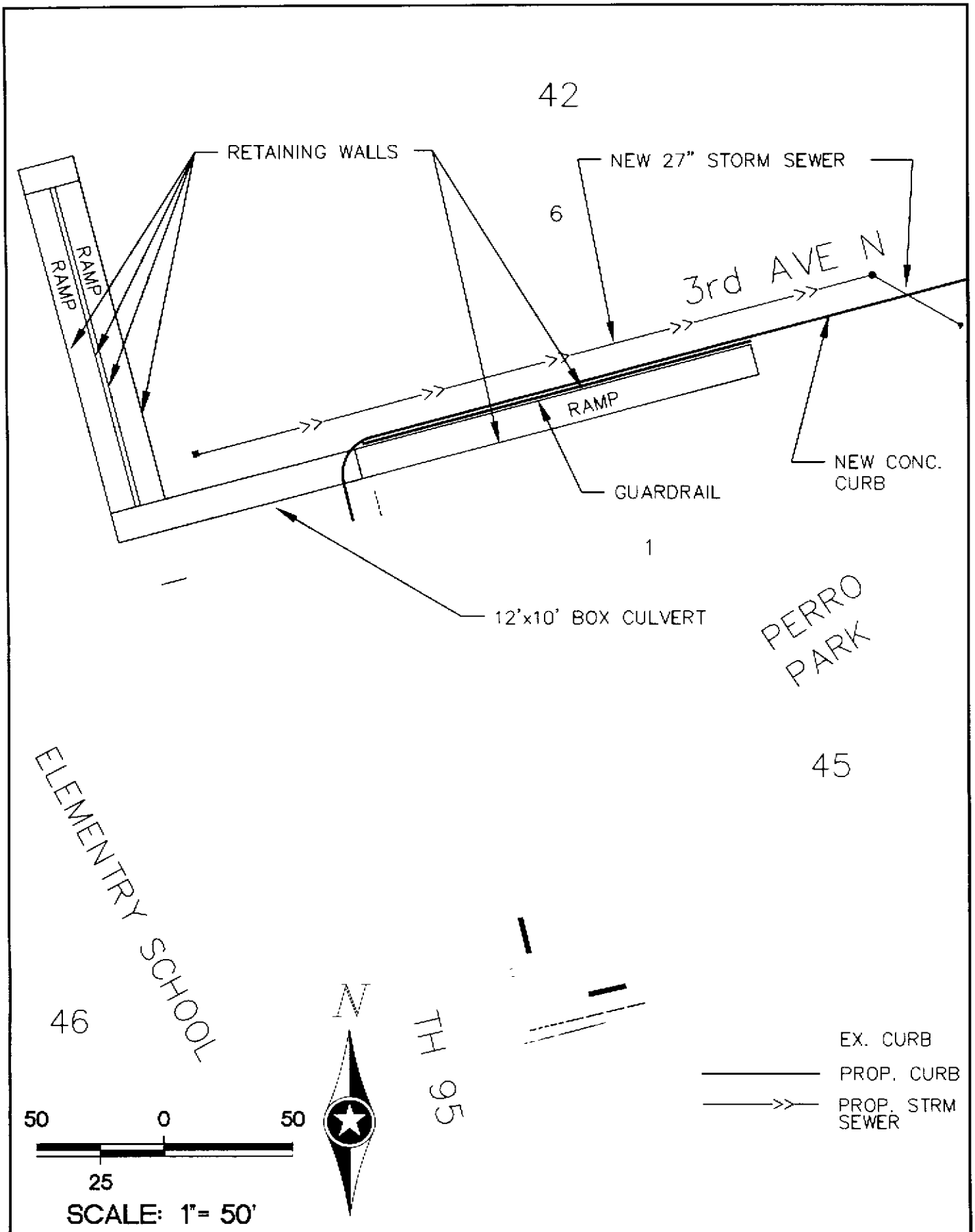
DATE.
5/29/08

LOCATION MAP
TH 95 PED. CROSSING
BAYPORT, MINNESOTA

EXHIBIT
NO. 1



SEH PHONE (651) 490-2000 3535 VADNAIS CENTER DR ST PAUL, MN 55110	FILE NO. 102580-BAYPO DATE: 5/29/08	PED BRIDGE TH 95 PED. CROSSING BAYPORT, MINNESOTA	EXHIBIT NO. 2



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

FILE NO.
102580-BAYPO

DATE:
5/29/08

UNDERPASS
TH 95 PED. CROSSING
BAYPORT, MINNESOTA

EXHIBIT NO. 3

Bayport, Minnesota
TH 95 Ped Crossing
SEH File 102580

	Unit	5% ramp			8% ramp and landings		
		Est. Quant.	Est. Unit Price	Total	Est. Quant.	Est. Unit Price	Total
Bridge							
Bridge	LS	1	$1,200,000	$1,200,000	1	$892,500	$892,500
Retaining Walls	LS	1	$125,000	$125,000	1	$125,000	$125,000
Common Borrow	CY	130	$10	$1,300	130	$10	$1,300
Class 5 Aggregate Base (SW)	Tons	150	$15	$2,250	150	$15	$2,250
Concrete Sidewalk	SF	3560	$3	$8,900	3560	$3	$8,900
Tree Relocation	Each	8	$500	$4,000	8	$500	$4,000
Fence Relocation	Each	270	$35	$9,450	270	$35	$9,450
Restoration	Ac	0.5	$2,000	$1,000	0.5	$2,000	$1,000
Traffic Control	LS	1	$10,000	$10,000	1	$10,000	$10,000
Mobilization	LS	1	$50,000	$50,000	1	$50,000	$50,000
Bury Power	LS	1	$25,000	$25,000	1	$25,000	$25,000
	Estimated Bridge Construction			$1,436,900			$1,129,400
	20% Eng., Legal, Admin			$287,380			$225,880
	Est. Bridge Project Cost			**$1,724,280**			**$1,355,280**

Bayport, Minnesota
TH 95 Ped Crossing
SEH File 102580

		5% ramp			8% ramp and landings		
	Unit	Est. Quant.	Est. Unit Price	Total	Est. Quant.	Est. Unit Price	Total
Under-pass							
Box Culvert	LF	80	$900	$72,000	80	$900	$72,000
Retaining Walls	SF	8885	$65	$577,525	6800	$65	$442,000
Lighting	LS	1	$50,000	$50,000	1	$50,000	$50,000
Shoring	LS	1	$50,000	$50,000	1	$50,000	$50,000
Access Ramps	SF	4200	$6	$25,200	3080	$6	$18,480
Sump Pump	LS	1	$10,000	$10,000	1	$10,000	$10,000
Prefab Bridge	LS	1	$10,000	$10,000	1	$10,000	$10,000
Pavement Removal	SF	1070	$2	$2,140	1070	$2	$2,140
Reinforced Conc Pavement	SF	120	$50	$6,000	120	$50	$6,000
Class 5 Aggregate Base (SW)	Tons	340	$15	$5,100	340	$15	$5,100
Bituminous Pavement	Tons	120	$60	$7,200	120	$60	$7,200
Conc Curb and Gutter	LF	210	$10	$2,100	210	$10	$2,100
R & R Concrete Sidewalk	SF	750	$10	$7,500	750	$10	$7,500
Guard Rail	LF	180	$15	$2,700	180	$15	$2,700
Guard Rail End Treatments	Each	2	$500	$1,000	2	$500	$1,000
Remove Concrete Apron	Each	1	$150	$150	1	$150	$150
Remove 27" RCP Pipe	LF	85	$8	$680	85	$8	$680
Connect to Existing CB	Each	1	$1,000	$1,000	1	$1,000	$1,000
27" RCP	LF	310	$40	$12,400	310	$40	$12,400
27" RCP Apron	Each	1	$900	$900	1	$900	$900
Tree Relocation	Each	4	$500	$2,000	4	$500	$2,000
Fence Relocation	Each	200	$35	$7,000	200	$35	$7,000
Restoration	Ac	0.5	$2,000	$1,000	0.5	$2,000	$1,000
Traffic Control	LS	1	$10,000	$10,000	1	$10,000	$10,000

Bayport, Minnesota
TH 95 Ped Crossing
SEH File 102580

		5% ramp			8% ramp and landings		
	Unit	**Est. Quant.**	**Est. Unit Price**	**Total**	**Est. Quant.**	**Est. Unit Price**	**Total**
Mobilization	LS	1	$40,000	$40,000	1	$35,000	$35,000
Bury Power	LS	1	$25,000	$25,000	1	$25,000	$25,000
	Est. Underpass Construction Cost			$928,595			$781,350
	20% Eng., Legal, Admin			$185,719			$156,270
	Est. Underpass Project Cost			**$1,114,314**			**$937,620**

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

Date. October 1, 2008

To: Mayor and City Council
Mike McGuire, City Administrator

From: Mel Horak, Public Works Supervisor

Subject: Sidewalk modifications to include handicap/pedestrian ramps

City staff has received three or four requests from residents in the past year to convert traditional sidewalk/curb ends to handicap accessible pedestrian ramps. The requests were made to eliminate a six inch high curb-to-sidewalk obstacle in order to accommodate wheelchairs, snow blowers, and/or bicycles

A brief inventory was made of street corners with sidewalk ending points. The city has approximately 120 sidewalk ends Twenty of these end points have curbs and have not been rehabbed into handicap ramps In all likelihood, 16 out of the 20 will be replaced in the next five years as part of Bayport's ongoing sidewalk improvement/replacement program. The remaining four end points are servicing sidewalks in good condition, and Public Works does not anticipate replacing these areas in the next five years. An approximate cost to rehab one existing sidewalk/six inch curb end is $700.00-$1,000.00, depending on circumstance and volume

Staff would like the City Council to discuss the following options and give direction to staff, for further action

1. Do nothing at this time
2. Replace five to ten areas to accommodate the requests of the residents.
3. Complete the pavement management study in 2009, as some of the areas with poor sidewalks and no pedestrian ramps also have bad curbing and very poor pavement The plan could be to replace everything at once in the near future
4. Supplement the 2009 Street Department sidewalk and curb replacement budget with surplus 2008 Street Department funds and increase the size of the project to include more pedestrian ramp upgrades.
5. A combination of 1-4 above.