CITY OF BAYPORT

294 NORTH 3RD STREET
BAYPORT, MN 55003

CITY COUNCIL WORKSHOP MEETING
City Hall - Council Chambers
February 11, 2008
4:30 p.m. – 6:00 p.m.

***** Please note: There will be no public comment taken at the workshop *****

CALL TO ORDER (by Mayor Nowaczek)

ROLL CALL

LIBRARY OVERVIEW (by Library Director Kathy MacDonald)

Kathy will give a brief overview of the library's current operations, goals, and long range plan.

DISCUSS FUTURE CITY PROJECTS AND USE OF SPECIAL CITY FUNDS (moderated by Administrator McGuire)

If time permits, Administrator McGuire will give an overview of the special city fund balances and potential projects and/or acquisitions the city could pursue with the use of these funds. The City Council should be prepared to discuss priorities and/or goals they would like to see accomplished with these funds.

SUMMARY OF WORKSHOP (by Mayor Nowaczek)

Based on comments made by the City Council, Mayor Nowaczek will provide a brief summary of the workshop, and establish topics to be discussed at the March 10, 2008 workshop.

ADJOURNMENT

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

DATE: February 5, 2008

TO: Mayor and City Council

FROM: Mike McGuire, City Administrator

RE: Discuss use of special city funds

BACKGROUND

The city has miscellaneous special funds with significant fund balances (see attached). At the January meeting, the City Council suggested identifying potential projects and/or acquisitions the city could pursue with the use of these funds. In addition to expenditures listed within the CIP (see attached), other potential projects and/or acquisitions identified by staff are listed below.

Projects	Estimated cost
Community center	unknown
Purchase of house next to City Hall for redevelopment	$175,000
Pedestrian crossing/bike lane	unknown
Expansion of 4th Ave N/boat launch/marina	unknown
Purchase of Valley Trucking for redevelopment	unknown
Purchase of residential house adjacent to Lakeside Park	$500,000
Ventilation correction at Public Works building	$50,000
Electrical rehabilitation and well/pump inspection and repair at well house #3	$60,000
Roof replacement at City Hall	unknown
Miscellaneous sewer/water main replacement and related street reconstruction	unknown

RECOMMENDATION

Staff recommends the City Council discuss and prioritize the potential projects/acquisitions the city could pursue with these funds

CITY OF BAYPORT
Special Revenue Funds

FUND	FUND NAME	PURPOSE	PROJECTED FUND BALANCE-12/31/07*
102	Street Reconstruction Fund	Funded by transfer from Street Department and collection of special assessments, funds used to rehabilitate or construct roads, curbs & sidewalks	$2,755,412 00
200	Fire Equipment Replacement Fund	Funded by transfer from Fire Department, funds used to replace or acquire Fire Protection Equipment	$152,194 00
203	Public Works Equipment Replacement Fund	Funded by transfer from Street Department, Cemetery, Water Department and Sewer Department, funds used to replace or acquire equipment for Public Works	$388,829 00
204	Recreation Capital Equipment Maintenance Fund	Funded by collection of Gambling Tax, funds used to maintain recreation equipment	$55,331 00
205	Tax Stabilization Fund	Funded by interest earned on Fund balance, funds used to provide revenue and avoid unacceptable levy increase	$1,349,321 00
206	Trunk Utility Fund	Funded by 12% surcharge fee imposed on Water and Sewer use, funds used to rehabilitate or extend utility lines	$1,698,899 00
207	Park Improvement Fund	Funded by Park Dedication Fees charged for new development, funds used to construct parks for all citizens' use	$242,792 00
851	Restricted Investment Fund	No revenue, restrictions on use of funds	$525,000 00
New	Cemetery Capital Improvement Fund	To be funded by transfer from Cemetery Deparment, funds to be used to rehabilitate cemetery roads, fence, grounds, etc as needed	$0 00

New	Police Equipment Replacement Fund	To be funded by transfer from Police Department, funds to be used to purchase vehicles for Police Department use	$0 00
New	Municipal Buildings Maintenance Fund	To be funded by transfer from General Fund, funds to be repair and maintain all municipal buildings	$0 00
New	Office Automation Fund	To be funded by transfer from General Fund, funds to be used to update city office equipment	$0 00

*** Projected fund balances were taken from the 2008 proposed budget.**

CITY OF BAYPORT
CAPITAL IMPROVEMENT PROJECTS PLAN
2008

FUND	203 Public Works Equipment Fund	206 Water/ Sewer Improve-ment Fund	102 Street Recon-struction Fund	New Cemetery Capital Improve-ment Fund	207 Park Dedication Fund	200 Fire Equipment Fund	New Police Equipment Fund	New Office Automation	New Municipal Bldgs Maint Fund
Curbs & Sidewalks Rehab			$15,000						
Hwy 95 Crossing Feasibility Study			$10,000						
Salt/Sand Storage Shed	$60,000								
Replace 1990 1 Ton Dump Truck	$60,000								
Lakeside Park - Phase 1B					$150,000				
Barker's Alps - master plan					$10,000				
Resurface Tennis Courts					$15,000				
Purchase Power Vee snow plow for loader	$20,000								
Multifunction utility vehicle	$50,000								
2008 Total	$190,000	$0	$25,000	$0	$175,000	$0	$0	$0	$0

CITY OF BAYPORT
CAPITAL IMPROVEMENT PROJECTS PLAN
2009-2012

FUND	203 Public Works Equipment Fund	206 Water/ Sewer Improve-ment Fund	102 Street Recon-struction Fund	New Cemetery Capital Improve-ment Fund	207 Park Dedication Fund	200 Fire Equipment Fund	New Police Equipment Fund	New Office Automation	New Municipal Bldgs Maint Fund
New fire hall						$2,000,000			
Replace Pierce Dash Cab						$500,000			
Replace 2 patrol vehicles							$60,000		
GIS parcel info system			$20,000						
Radio meter reading system		$70,000							
Aquire property for storm water treatment ponds			$50,000						
Purchase compact pickup	$25,000								
Replace 1967 IHC tank truck	$25,000								
Replace 1995 Ford 4 x 4 truck and add snow plow	$50,000								
Pavement Mgmt Program			$15,000						
Replace cemetery fence				$20,000					
Pave cemetery road				$40,000					
Perro Park - master plan and Improvements					$110,000				
Barker's Alps Improvements					$400,000				
No 6th St water main & street construction			$675,000						
2009-2012 TOTAL	$100,000	$70,000	$760,000	$60,000	$510,000	$2,500,000	$60,000	$0	$0