

**CITY OF BAYPORT
CITY COUNCIL MEETING
Council Chambers, 294 North 3rd Street
September 7, 2010**

REGULAR MEETING

6:00 P.M.

CALL TO ORDER

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

APPROVAL OF AGENDA

PROCLAMATIONS, COMMENDATIONS, PETITIONS, AND ANNOUNCEMENTS

1. August recycling award given to Rebecca Langan
2. Derby Day set for Saturday, September 18, 2010

OPEN FORUM

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

- 1.
- 2.

CONSENT AGENDA

TAB #

Consider a resolution adopting items 1 through 14

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UNFINISHED BUSINESS

NEW BUSINESS

1. Consider an ordinance amendment to Appendix B – Zoning, Section 3 – Definitions, and an ordinance amendment to Section 6 – B-1 Limited Business of the Bayport City Code, to allow a limited transit vehicle storage facility and a heavy commercial vehicle repair and maintenance business with a conditional use permit (CUP) at 204 2nd Avenue South 17
2. Consider an ordinance amendment to Appendix B – Zoning of the Bayport City Code related to rezoning of land parcels 18
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1. Consider a resolution adopting the preliminary budget for 2011
2. Consider a resolution adopting the preliminary levy for 2011
3. Consider a resolution adopting the proposed 2011 and 2012-2015 Capital Improvement Plan
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ADJOURNMENT

RESOLUTION NO. 10-

**EXTRACT OF THE MINUTES OF MEETING OF THE CITY COUNCIL OF THE CITY OF
BAYPORT, WASHINGTON COUNTY, MINNESOTA HELD
SEPTEMBER 7, 2010**

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 7th day of September 2010, 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 1-14 FROM THE
SEPTEMBER 7, 2010 CITY COUNCIL AGENDA**

1. August 2, 2010 Special City Council Budget Workshop meeting minutes
2. August 2, 2010 City Council regular meeting minutes
3. August payables and receipts
4. August building, plumbing and mechanical permits report
5. Accept park donation from Mary Jo Weller, on behalf of the Parent Family
6. Special event application for Bikery's Cyclocross Race at Barker's Alps Park on September 12, 2010
7. Special event application addendum from BCAL for Derby Days on September 18, 2010
8. Transfer of two gravesites in Hazelwood Cemetery to Gordon E. Johnson, P.O.D.
Gordon E. Johnson Trust
9. Special event application from Shawn and Angela Binkley for Tunnel of Terror at Perro Park
from October 1, 2010 to November 2, 2010
10. Acknowledge donations for Night to Unite and Youth Safety Camp
11. Acknowledge donations to the Fire Department for a controlled burn for training purposes
12. Request to purchase a used Fire Department command vehicle from the Oakdale Fire Department
13. Final invoice for street seal coating
14. Request to purchase a new replacement squad vehicle for the Police Department

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

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 7th day of September, 2010.

ATTEST:

Mitch Berg, City Administrator

Jon Nowaczek, Mayor

**CITY OF BAYPORT
CITY COUNCIL BUDGET WORKSHOP MINUTES
COUNCIL CHAMBERS**

**August 2, 2010
4:30 P.M.**

CALL TO ORDER

Pursuant to due call and notice, Mayor Nowaczek called the City Council budget workshop meeting of August 2, 2010 to order at 4:35 p.m.

ROLL CALL

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

Members Absent: Councilmember Torry Kraftson

Others Present: Administrator Mitch Berg, Assistant City Administrator/Planner Sara Taylor, Library Director Kathy MacDonald, Police Chief Laura Eastman, Fire Chief Mike Bell, Public Works Supervisor Mel Horak, Finance Officer Wanda Madsen, members of the Bayport Police and Fire Departments, and members of the public.

Mayor Nowaczek stated the purpose of the workshop was for the City Council to discuss the upcoming 2011 budget. He also praised staff for their hard work and dedication, especially with the uncertainty of issues impacting the budget process.

Franchise Fees: City Administrator Berg presented the option of implementing a utility franchise fee as an additional revenue source for the City, to help offset further cuts in local government aid (LGA). John Wertish, Xcel Energy's Community and Local Government Relations Manager, answered questions on franchise fees. Both Administrator Berg and Mr. Wertish spoke about the history of the franchise fee and how Xcel Energy would work with the City to implement the fee. Mr. Wertish explained that franchise fees would be reflected directly on individual customer utility statements as a separate line item.

Budget Presentation: City Administrator Berg gave a presentation on the 2011 proposed budget, beginning with an update of the 2009 and 2010 year-to-date financials. He explained that the 2010 budget was amended on April 5, 2010, and reported that expenditures and revenues are currently on target. He stressed, however, that with the 9% budget cut, there was still potential for expenditures to exceed revenues in the remaining six months of the year.

Administrator Berg noted the property levy has risen, even with budget reductions. The main reason is the continued decline in revenue received from the state, as the City of Bayport depends on up to 20-25% in LGA to fund the day-to-day operations of the City.

The proposed budget anticipates a loss of LGA similar to what was cut in 2010. Administrator Berg cautioned that the City could face a much deeper cut in LGA for 2011, as the state grapples with an estimated \$5.8 billion deficit. In addition, he cautioned the City could face additional cuts in Police and Fire state aid.

The final portion of the budget presentation focused on options for revenue opportunities and expense reductions, should there be additional cuts in LGA beyond the anticipated amount. Revenue opportunities included special levies, special assessments, franchise fees, drawing down the city's tax stabilization fund, or utilizing a combination of these options. Options for expense reductions included reducing staff, outsourcing and in-sourcing opportunities among the City's Administration, Police, and Public Works departments.

Question and Answer Period: Administrator Berg and John Wertish responded to additional questions on the franchise fee process and the possibility of Xcel Energy assisting the City with an energy audit to assess energy solutions that could help lower the City's energy costs.

Mayor Nowaczek expressed his support of implementing a franchise fee, as well as his support of maintaining the current Police Department staffing. He was in favor of eliminating a 1.0 fulltime equivalent (FTE) position in the Administration department or exploring contracting opportunities for administrative staff in order to retain current staffing levels. He recommended reviewing the budget every six months to gauge whether additional action would be required to rebalance the budget. Mayor Nowaczek stated his willingness to expend up to 10% of the tax stabilization fund to help balance the budget should the state make deeper state aid cuts.

Councilmembers Carlson, Seeberger, and Johnson indicated they concurred with the Mayor's comments. Councilmember Carlson commented she would like the City to take small, incremental steps as it moves forward with the budget. Councilmember Johnson believes the City's budgetary situation will not be permanent. Councilmember Seeberger expressed her appreciation for staff exploring a variety of the revenue options and recommended allowing staff to bring budget recommendations for City Council consideration. She also expressed her support of the City's Police Department and noted the value that the Police Department brings to the community through its community policing initiatives.

There was a consensus from the Mayor and Councilmembers to expend between 10 to 15% of the tax stabilization fund, if necessary, to counter any further loss of state aid. The exact amount of LGA for next year will not be known until May or early June 2011, six months into the budget.

ADJOURNMENT

It was moved by Councilmember Johnson and seconded by Councilmember Carlson to adjourn the workshop at 6:04 p.m. Motion carried.

**CITY OF BAYPORT
CITY COUNCIL MEETING MINUTES
COUNCIL CHAMBERS
AUGUST 2, 2010
6:00 P.M.**

CALL TO ORDER

Pursuant to due call and notice, Mayor Nowaczek called the regular City Council meeting of August 2, 2010 to order at 6:10 p.m., and asked Councilmembers, staff and the audience to join in pledging allegiance to the American Flag.

ROLL CALL

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

Members Absent: Councilmember Torry Kraftson

Others Present: Administrator Mitch Berg, Fire Chief Mike Bell, Police Chief Laura Eastman, Public Works Supervisor Mel Horak, Engineer Barry Peters, Assistant City Administrator/ Planner Sara Taylor, and Attorney Nick Vivian

APPROVAL OF AGENDA

It was moved by Councilmember Carlson and seconded by Councilmember Johnson to approve the August 2, 2010 agenda. Motion carried.

PROCLAMATIONS/COMMENDATIONS/PETITIONS

1. The July recycling award was given to Terry Anderson.
2. Mayor Nowaczek declared Tuesday, August 3, 2010 as Night to Unite, an event coordinated by the Bayport Police Department. It will be held at Lakeside Park from 5:00 p.m.–8:00 p.m. He noted that the Foundation for the Bayport Public Library, in partnership with the Metropolitan Library Service Agency, using legacy funds from Minnesota's Arts and Cultural Heritage Fund, would be sponsoring a community dance from 6:00-8:00 p.m. All residents were encouraged to attend this community event.

OPEN FORUM

1. Harold Radke, 521 Mariner Drive, expressed concerns with the easement language for the proposed ice road and stressed that the city should build and maintain a safe public access to the river. He believes the indigenous trees on the side of the roadway would be compromised if snow is deposited outside of the 20-foot wide easement.

CONSENT AGENDA

Mayor Nowaczek read items 1-14 on the consent agenda.

1. July 6, 2010 City Council regular meeting minutes
2. July payables and receipts
3. July building, plumbing and mechanical permits report
4. Renewal of 2:00 a.m. on-sale liquor license for Woody's Bar and Grill located at 109 3rd Street North, Bayport, Minnesota 55003
5. Acceptance of grant for alcohol compliance checks at Bayport establishments

6. Temporary on-sale liquor license for Bayport Marina located at 200 5th Avenue South, Bayport, Minnesota on August 14, 2010
7. Special event application for Church of St. Charles Oktoberfest fundraiser on Saturday, October 9, 2010 at Perro Park
8. Temporary on-sale liquor license for Church of St. Charles located at 409 3rd Street North, Bayport, Minnesota on October 9, 2010
9. Acceptance of Stillwater School District's request to terminate its role as fiscal agent for the St. Croix Valley Area Community Family Center
10. Purchase of turnout gear for the Fire Department
11. Re-appointment of Mike Bell as Fire Chief of the Bayport Fire Department
12. Fireworks display permit for BCAL Derby Days on Saturday, September 18, 2010
13. Purchase of trash basket for Inspiration lift station
14. Municipal Recycling Grant Agreement with Washington County for 2010-2011

Councilmember Johnson introduced the following resolution, and moved its adoption:

Resolution 10-15

**A RESOLUTION APPROVING CONSENT AGENDA ITEMS 1-14 FROM THE
AUGUST 2, 2010 CITY COUNCIL AGENDA**

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

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

RIVERFRONT ADVISORY COMMISSION REPORT

Commissioner Dan Goldston summarized the proceedings of the July 13, 2010 meeting, noting work continues on defining goals and a vision statement. The next meeting is scheduled for Wednesday, August 11, 2010, 6:00 p.m., at the Lakeside Park Beach House, and the public is encouraged to attend.

COUNCIL LIAISON REPORTS

Councilmember Seeberger reported on the July 19, 2010 Planning Commission meeting. The Planning Commission recommended rezoning of parcels in St. Michael's Cemetery to R-2 Single-family Urban. The next meeting is scheduled for Monday, August 16, 2010, 6:00 p.m., at City Hall.

Councilmember Johnson reported on the July 29, 2010 meeting of the Library Board. He noted another Girl's Night Out fundraiser is being planned for November, and the library will be participating in the Night to Unite event on August 3rd. The next meeting is scheduled for Thursday, August 26, 2010, 6:00 p.m. at the library and the public is invited to attend.

Councilmember Carlson reported the Cable Commission would be meeting on August 4, 2010 at 5:00 p.m. to discuss the 2011 budget, and on August 18, 2010, at 7:00 p.m., for regular business. Meetings are held at the Valley Ridge Mall.

PUBLIC HEARING - None

UNFINISHED BUSINESS

Consider vacation of easement and revised easement agreement for access to "Ice Road":

Administrator Berg reviewed language added to the easement agreement since the last meeting regarding signage and snow deposits outside of the 20-foot easement, as well as to Exhibit B, Legal Description for Actual Location of Easement, and text corrections noted by resident Harold Radke. He

requested that a motion to approve the vacation be contingent upon approval of the final easement agreement with the city by Waterford Association members. Discussion followed on the existing roadway encroaching on the railroad right-of-way, and staff reported a portion of the roadway would need to be moved approximately five feet to correct the encroachment. Public Works Supervisor Horak indicated the road most likely shifted to the west, away from the berm, as the plantings on the berm matured. He stated his department grades the road each fall and trims back branches to avoid scratches to the city plow trucks. He believes the Public Works department could realign the road with minimal cost. Staff clarified that the easement under discussion is entirely on the Waterford property, and the proposed legal description does not affect railroad property. Attorney Vivian stated that in multiple discussions with the Waterford Association Board and attorney, no concerns were raised regarding the impact snowplowing might have on trees or the berm along the roadway. It was noted that Mr. Radke's concerns regarding compliance with city ordinances and other legislation relating to road design standards and the drainage ditch are not applicable.

It was moved by Councilmember Johnson and seconded by Councilmember Carlson to authorize the Mayor and City Administrator to enter into an easement agreement between Waterford on the St. Croix Condominium Association, Inc., a Minnesota corporation, and the City of Bayport, for the easement as described in Exhibit B, with the intent that the City of Bayport would then vacate the road described in Exhibit A. Motion carried.

Councilmember Johnson then introduced the following resolution and moved its adoption, contingent upon Waterford on the St. Croix Condominium Association, Inc., executing the easement agreement previously authorized by the Bayport City Council.

Resolution 10-16

**A RESOLUTION VACATING A PORTION OF AN EXISTING PUBLIC EASEMENT
COMMONLY REFERRED TO AS THE "ICE ROAD EASEMENT"**

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

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

Consider TIF analysis and financial analysis report: Rusty Fifield, Northland Securities, reviewed findings and three recommendations for the management of the city's Tax Increment Financing (TIF) District #1. He noted there is a sufficient balance to meet the \$38,000.00 debt service levy for 2010 taxes, and the tax levy is no longer needed to support the debt. He estimates the city could decertify the TIF district in 2013. Administrator Berg recommended authorizing recommendations one and two, to eliminate future debt levies and to defease the 2001 bonds before final payment.

It was moved by Councilmember Johnson and seconded by Councilmember Seeberger to accept the TIF Analysis and Financial Report from Northland Strategies. Motion carried.

Consider early retirement application and separation agreement for Vern Thompson: Administrator Berg reviewed the early retirement application and separation agreement submitted by Vern Thompson of the Public Works department. He noted that the collective bargaining unit representing Mr. Thompson has signed a memorandum of understanding regarding the terms of the separation agreement. Mayor Nowaczek recognized Mr. Thompson's years of service.

It was moved by Councilmember Carlson and seconded by Councilmember Johnson to accept the 2010 early retirement incentive and separation agreement for Vern Thompson. Motion carried.

NEW BUSINESS

Consider rezoning existing parcels of St. Michael’s Cemetery to R-2 Single-family Urban, located on 6th Street North: Assistant Administrator/Planner Taylor reviewed the application that would combine all parcels in St. Michael’s Cemetery into the R-2 Single-family Urban zoning designation. She noted that since the cemetery use was in effect prior to the city’s zoning code, it may continue as a legally non-conforming use without a conditional use permit. As part of the development of additional grave plots, the property owner, St. Charles Church, is working with the state to rectify a property boundary discrepancy on the west side of the cemetery. The church is also requesting the vacation of certain platted public rights-of-way located throughout the cemetery, which will be addressed as a separate agenda item. If the rezoning is approved, the church plans to offer additional gravesites in the southeast portion of the cemetery, and the area would ultimately contain a circular access drive off 6th Avenue North. The Planning Committee recommended approval of the application at its July 19, 2010 meeting, subject to the findings of fact and conditions of approval recommended by staff. The Planning Commission also recommended approval of a request from the church to allow the use of aggregate or a similar material for the new access drive(s) and defer paving with bituminous or concrete for up to two years from the time of initial construction. Staff recommended approval of the rezoning application, with the conditions listed in the staff report. Councilmember Seeberger, Planning Commission liaison, noted that at the public hearing, the property owner on the southeast corner of the cemetery had no objections to the proposed boundary fence and landscape buffer.

Councilmember Seeberger introduced the following resolution and moved its adoption:

Resolution 10-17

RESOLUTION APPROVING THE REZONING OF EXISTING PARCELS OF ST. MICHAEL’S CEMETERY TO R-2 SINGLE-FAMILY URBAN, LOCATED ON 6TH STREET NORTH, BAYPORT, WASHINGTON COUNTY, MINNESOTA

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

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

Consider establishing a public hearing to review the requested vacation of public rights-of-way located within St. Michael’s Cemetery at the September 7, 2010 City Council meeting:

Councilmember Seeberger introduced the following resolution and moved its adoption:

Resolution 10-18

RESOLUTION SETTING A PUBLIC HEARING ON VACATION OF PUBLIC RIGHTS-OF-WAY

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

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

Consider adopting a PERA leave certification program for non-union, full-time city employees:

Administrator Berg explained recent State of Minnesota legislation and the proposed resolution that would allow city employees who took furlough time in 2009 to maintain a fully whole salary for PERA eligibility purposes. Employees would contribute their portion and the city would make the employer contribution, plus interest. He noted the employer contribution of less than \$750.00 is an unbudgeted item but recommended participation in the program to show appreciation to staff who took furlough time to help with budget cuts.

Councilmember Carlson introduced the following resolution and moved its adoption:

Resolution 10-19

**RESOLUTION APPROVING PARTICIPATION IN A LEAVE CERTIFICATION PROGRAM-
BUDGET SAVINGS LEAVE PROGRAM**

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

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

2011 BUDGET

Consider recommendations from the August 2, 1010 Special City Council Budget Workshop: Mayor Nowaczek summarized the discussions at the 2011 budget workshop, held prior to the regular City Council meeting. Councilmembers and staff reviewed options for expense reductions and potential revenue opportunities. Highlighted options include:

- implementing franchise fees on utility billings that could generate \$50,000.00-75,000.00 annually;
- utilizing staff furloughs in 2011;
- using special levies and/or special assessments;
- using between 10-15% of the tax stabilization funds to offset 2011 revenue shortfalls;
- restructuring and/or eliminating city departments.

It was the consensus of the City Council that Police Department services should not be eliminated, cut back, or outsourced at this time. Based on direction from the City Council, staff will prepare a draft 2011 budget for consideration at the September City Council meeting.

COUNCIL ITEMS AND ANNOUNCEMENTS

1. Councilmember Seeberger provided an update on the Beyond the Yellow Ribbon Campaign and recognized Police Chief Eastman's efforts in developing an action plan for the local group. She noted the group would have a booth at Bayport's Night to Unite event on August 3, 2010. Councilmember Seeberger was thanked for her time and efforts on the project.
2. Mayor Nowaczek reminded the public that the filing period for the three open seats on the Bayport City Council runs from August 3-17, 2010, during City Hall business hours.

CITY ADMINISTRATOR STAFF ITEMS AND ANNOUNCEMENTS

City Administrator update: Administrator Berg stated the city had received a letter from LELS, the Police Department's collective bargaining unit, indicating they had withdrawn their grievance against the city. He encouraged councilmembers and attendees to view the flashing pedestrian signs on display in the lobby and provide input on whether the signs would be cost-appropriate for the crosswalk on Highway 95, near Andersen Elementary/City Hall. The price for the two solar-powered signs would be approximately \$7,500.00. He thanked councilmembers, staff, and residents for their assistance and input with the 2011 budget. Administrator Berg has been offered an adjunct teaching position next spring and

has requested 60 hours of unpaid time for this purpose. Seal coating of streets in the west central portion of town will be done on Thursday, August 5, 2010, weather permitting.

ADJOURNMENT

It was moved by Councilmember Carlson and seconded by Councilmember Seeberger to adjourn the meeting at 7:27 p.m. Motion carried.

City Administrator/Clerk

CITY OF BAYPORT

REVENUE SUMMARY YTD THRU 08/31/10

FUND	FUND Descr	2010 Budget	2010 YTD Amt	2010 % of Budget	2010 % of Budget Remain
101	GENERAL	\$1,892,354.12	\$947,301.21	50.06%	49.94%
102	STREET RECONSTRUCTION	\$0.00	\$0.00	0.00%	0.00%
103	G O TIF BD FUND 1990 CAP PROJ	\$0.00	\$0.00	0.00%	0.00%
106	TIF ECON DEV DIST 2	\$0.00	\$0.00	0.00%	0.00%
107	TIF REDEVELOPMENT DISTRICT 2-1	\$0.00	\$16,445.98	0.00%	0.00%
200	FIRE EQUIPMENT REPLACEMENT FUN	\$0.00	\$200.00	0.00%	0.00%
202	DRUG FORFEITURE	\$0.00	\$1,850.53	0.00%	0.00%
203	PUBLIC WORKS EQUIPMENT REPL	\$0.00	\$4,875.60	0.00%	0.00%
204	RECREATION CAP EQUIP & MAINT	\$0.00	\$3,941.92	0.00%	0.00%
205	TAX STABILIZATION FUND	\$0.00	\$0.00	0.00%	0.00%
206	WATER/SEWER IMPROVEMENT FUND	\$0.00	\$19,409.47	0.00%	0.00%
207	PARK IMPROVEMENT FUND	\$0.00	\$9,000.00	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	\$664.34	0.00%	0.00%
211	LIBRARY	\$255,796.00	\$93,636.01	36.61%	63.39%
303	GO TIF BOND 1990 DEBT SERVICE	\$0.00	\$30,022.85	0.00%	0.00%
412	CEMETERY CAPITAL IMPROV	\$0.00	\$0.00	0.00%	0.00%
413	POLICE EQUIPMENT FUND	\$0.00	\$1,327.50	0.00%	0.00%
414	OFFICE AUTOMATION	\$0.00	\$0.00	0.00%	0.00%
415	MUNICIPAL BLDGS MAINT	\$0.00	\$0.00	0.00%	0.00%
416	PERRO CREEK OUTLET	\$0.00	\$0.00	0.00%	0.00%
601	WATER	\$307,454.00	\$68,687.40	22.34%	77.66%
602	SEWER	\$680,241.00	\$213,942.93	31.45%	68.55%
800	INVESTMENTS-POOLED	\$0.00	\$578,027.90	0.00%	0.00%
803	P & Z ESCROWS	\$0.00	\$101,347.81	0.00%	0.00%
851	NON EXP TRUST	\$0.00	\$0.00	0.00%	0.00%
		\$3,135,845.12	\$2,090,681.45	66.67%	33.33%



CITY OF BAYPORT

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MONTHLY RECEIPTS

Period Name: AUGUST

FUND	Tran Date	Amount	Refer Comments	Account Descr
FUND 101 GENERAL				
101	8/25/2010	\$200.00	73 SUNDAY LIQUOR	R 101-00000-32100 BUSINES
101	8/25/2010	\$2,000.00	73 ON SALE LIQUOR	R 101-00000-32100 BUSINES
101	8/4/2010	\$2.00	1121 ELECTION - CANDIDATE FILE JUDY SE	R 101-00000-33100 ADMINIST
101	8/4/2010	\$2.00	1122 ELECTION - CANDIDATE FILE AARON P	R 101-00000-33100 ADMINIST
101	8/5/2010	\$2.00	1127 ELECTION - CANDIDATE FILE JOSEPH	R 101-00000-33100 ADMINIST
101	8/10/2010	\$2.00	1148 ELECTION - CANDIDATE FILE Judy John	R 101-00000-33100 ADMINIST
101	8/11/2010	\$2.00	1150 ELECTION - CANDIDATE FILE MICHELE	R 101-00000-33100 ADMINIST
101	8/11/2010	\$2.00	1150 ELECTION - CANDIDATE FILE DON HOY	R 101-00000-33100 ADMINIST
101	8/16/2010	\$2.00	1155 ELECTION - CANDIDATE FILE CASH - S	R 101-00000-33100 ADMINIST
101	8/17/2010	\$2.00	1162 ELECTION - CANDIDATE FILE MARK OS	R 101-00000-33100 ADMINIST
101	8/3/2010	\$25.00	1107 ASSESSMENT SEARCH LAWSON, MAR	R 101-00000-34105 USER FE
101	8/3/2010	\$25.00	1116 ASSESSMENT SEARCH ACCES INFORM	R 101-00000-34105 USER FE
101	8/11/2010	\$3.50	1151 COPIES (\$0.25/PAGE) Greg Oxley - CAS	R 101-00000-34105 USER FE
101	8/16/2010	\$25.00	1154 ASSESSMENT SEARCH Access Informati	R 101-00000-34105 USER FE
101	8/17/2010	\$9.00	1161 COPIES (\$0.25/PAGE) Sarah Henning, #1	R 101-00000-34105 USER FE
101	8/17/2010	\$0.75	1163 COPIES (\$0.25/PAGE) CASH - PD COPIE	R 101-00000-34105 USER FE
101	8/19/2010	\$4.00	1172 COPIES (\$0.25/PAGE) MARY LANZ - CA	R 101-00000-34105 USER FE
101	8/23/2010	\$2.00	1174 COPIES (\$0.25/PAGE) FOR PD - ERIC H	R 101-00000-34105 USER FE
101	8/23/2010	\$25.00	1175 ASSESSMENT SEARCH Access Informati	R 101-00000-34105 USER FE
101	8/2/2010	\$182.23	1104 SPECIAL ASSESSMENT COL BY CITY R	R 101-00000-36102 SPECIAL
101	8/9/2010	\$300.00	63 TAMARA FAST - PMT ON USED FENCE	R 101-00000-36240 REFUND
101	8/11/2010	\$5.00	66 RAY N. WELTER HTG. MECH PERMIT	G 101-20104 STATE SURCHA
101	7/29/2010	\$64.90	1097 BUILDING SURCHARGE PARKOS CONS	G 101-20104 STATE SURCHA
101	8/3/2010	\$3.90	1118 BUILDING SURCHARGE Next Generation	G 101-20104 STATE SURCHA
101	8/4/2010	\$0.50	1124 PLUMBING SURCHARGE - COMMERCIA	G 101-20104 STATE SURCHA
101	8/5/2010	\$5.00	1129 MECHANICAL SURCHARGE - RESIDENT	G 101-20104 STATE SURCHA
101	8/9/2010	\$1.75	1132 BUILDING SURCHARGE Bayport Mainstre	G 101-20104 STATE SURCHA
101	8/9/2010	\$5.00	1133 PLUMBING SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	8/10/2010	\$5.00	1141 MECHANICAL SURCHARGE - RESIDENT	G 101-20104 STATE SURCHA
101	8/19/2010	\$3.38	1170 MECHANICAL SURCHARGE - COMMER	G 101-20104 STATE SURCHA
101	8/24/2010	\$1.50	1178 BUILDING SURCHARGE Mark Osiecki, #8	G 101-20104 STATE SURCHA
101	8/24/2010	\$4.31	1179 BUILDING SURCHARGE Pride Energy Sol	G 101-20104 STATE SURCHA
101	8/9/2010	\$20.63	24 State Sales Tax	G 101-20603 SALES TAX PAY
101	8/25/2010	\$10.31	24 State Sales Tax	G 101-20603 SALES TAX PAY
101	8/25/2010	\$6.87	68 MIKE HILES - PARK RESERVATION	G 101-20603 SALES TAX PAY
101	8/25/2010	\$766.44	69 REFUND SALES TAX 10/2006-11/2009	G 101-20603 SALES TAX PAY
101	8/2/2010	\$38.20	1105 DELTA DENTAL AUGUST CK # 3388	G 101-27107 DELTA DENTAL
101	8/17/2010	\$38.20	1158 DELTA DENTAL	G 101-27107 DELTA DENTAL
101	8/2/2010	\$509.65	1105 MEDICA AUGUST CK # 3388	G 101-27109 MEDICA
101	8/2/2010	\$33.31	1106 MEDICA KENT FARNHAM CK # 1090671	G 101-27109 MEDICA
101	8/17/2010	\$509.65	1158 MEDICA MIKE MCGURIE CK # 4386	G 101-27109 MEDICA
101	8/18/2010	\$872.75	1159 MEDICA COBRATODAY CK#60049917 P	G 101-27109 MEDICA
101	8/18/2010	\$872.75	1159 MEDICA	G 101-27109 MEDICA
101	8/17/2010	\$14.50	1158 LIFE INS. -	G 101-27118 LINCOLN LIFE
101	8/2/2010	\$58.34	1106 HEALTH SAVING ACCT. KENT FARNHA	G 101-27122 H S A
101	8/17/2010	\$208.34	1158 HEALTH SAVING ACCT.	G 101-27122 H S A
101	8/25/2010	\$4,132.00	72 2010 RECYCLING GRANT	R 101-41240-36233 GRANTS
101	8/2/2010	\$30.00	1112 CONTRACTOR LICENSE - SPECIALTY	R 101-41910-32100 BUSINES
101	8/19/2010	\$30.00	1166 CONTRACTOR LICENSE - SPECIALTY B	R 101-41910-32100 BUSINES
101	8/2/2010	\$50.00	1112 VEGETATIVE CUT PERMIT M&S Tree Re	R 101-41910-32200 NONBUSI
101	7/29/2010	\$1,236.75	1097 BUILDING PERMIT PARKOS CONSTRUCT	R 101-41910-32210 BUILDING
101	7/29/2010	\$309.19	1097 PLAN REVIEW	R 101-41910-32210 BUILDING
101	8/3/2010	\$162.25	1118 BUILDING PERMIT Next Generation Contr	R 101-41910-32210 BUILDING
101	8/4/2010	\$59.75	1124 PLAN REVIEW	R 101-41910-32210 BUILDING
101	8/9/2010	\$103.25	1132 BUILDING PERMIT Bayport Mainstreet Hol	R 101-41910-32210 BUILDING
101	8/19/2010	\$337.50	1170 PLAN REVIEW	R 101-41910-32210 BUILDING
101	8/24/2010	\$88.50	1178 BUILDING PERMIT Mark Osiecki, #8645	R 101-41910-32210 BUILDING
101	8/24/2010	\$177.00	1179 BUILDING PERMIT Pride Energy Solutions	R 101-41910-32210 BUILDING
101	8/4/2010	\$239.00	1124 PLUMBING PERMIT - COMMERCIAL U.S.	R 101-41910-32220 PLUMBIN
101	8/9/2010	\$75.00	1133 PLUMBING PERMIT - RESIDENTIAL Valle	R 101-41910-32220 PLUMBIN

CITY OF BAYPORT

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MONTHLY RECEIPTS

Period Name: AUGUST

FUND	Tran Date	Amount	Refer Comments	Account Descr
101	8/11/2010	\$75.00	66 RAY N. WELTER HTG. MECH PERMIT	R 101-41910-32230 MECHANI
101	8/5/2010	\$75.00	1129 MECHANICAL PERMIT - RESIDENTIAL J	R 101-41910-32230 MECHANI
101	8/10/2010	\$75.00	1141 MECHANICAL PERMIT - RESIDENTIAL A	R 101-41910-32230 MECHANI
101	8/19/2010	\$1,350.00	1170 MECHANICAL PERMIT - COMMERCIAL B	R 101-41910-32230 MECHANI
101	8/25/2010	\$250.00	74 MIDWEST PARATRANSIT SERV - APP F	R 101-41910-34100 P & Z PE
101	8/25/2010	\$456.50	70 BLG INSPECTION JUNE 2010	R 101-41910-34103 LAKELAN
101	8/19/2010	\$988.97	1169 BUILDING INSPECTIONS (LAKELAND) Ci	R 101-41910-34103 LAKELAN
101	8/11/2010	\$45.00	67 PHONE REIMBURSEMENT	E 101-42100-321 COMMUNIC
101	7/29/2010	\$10.00	1099 PET LICENSE - SPAY/NEUT DEB FRANC	R 101-42100-32240 ANIMAL F
101	7/29/2010	\$10.00	1099 PET LICENSE - SPAY/NEUT DEB FRANC	R 101-42100-32240 ANIMAL F
101	8/25/2010	\$500.00	73 BACK GROUND CHECK	R 101-42100-34105 USER FE
101	8/3/2010	\$50.00	1114 SAFETY CAMP REGISTRATION Miller Ex	R 101-42100-34105 USER FE
101	8/2/2010	\$25.00	1102 POLICE REPORTS BROWN FIRE REPO	R 101-42100-34201 POLICE A
101	8/9/2010	\$0.50	1117 POLICE REPORTS CASH - 2 PAGE REP	R 101-42100-34201 POLICE A
101	8/3/2010	\$50.00	1114 NITE TO UNITE (DONATIONS) Miller Exc	R 101-42100-36231 DONATIO
101	8/9/2010	\$50.00	1137 UNITE TO NIGHT DONATIONS NOT JUS	R 101-42100-36231 DONATIO
101	8/9/2010	\$182.50	1138 UNITE TO NIGHT DONATIONS CASH - D	R 101-42100-36231 DONATIO
101	8/25/2010	\$163.08	71 CLAIM 3 SUPPL APRIL 17	R 101-42100-36233 GRANTS
101	8/25/2010	\$297.00	71 CLAIM 4 SUPPL JUNE 12	R 101-42100-36233 GRANTS
101	8/25/2010	\$243.92	71 CLAIM 4 MOTORCYCLE	R 101-42100-36233 GRANTS
101	8/25/2010	\$1,968.66	71 CLAIM 3 BELTS/CHILD SEAT	R 101-42100-36233 GRANTS
101	8/2/2010	\$11.75	1101 FIRE INSPECTION JUNE - CITY OF OAK	R 101-42200-34101 FIRE INS
101	8/2/2010	\$39,706.50	1101 FIRE SERVICE CONTRACT	R 101-42200-34202 FIRE CON
101	8/25/2010	\$100.00	68 MIKE HILES - PARK RESERVATION	R 101-43200-34780 PARK FE
101	8/2/2010	\$50.00	1108 BEACHHOUSE - RESIDENT (4 HR) VAN	R 101-43200-34780 PARK FE
101	8/2/2010	\$50.00	1110 BEACHHOUSE - RESIDENT (4 HR) Court	R 101-43200-34780 PARK FE
101	8/4/2010	\$50.00	1120 BEACHHOUSE - RESIDENT (4 HR) Neum	R 101-43200-34780 PARK FE
101	8/4/2010	\$150.00	1125 PICNIC SHELTER - RESIDENT (101-500)	R 101-43200-34780 PARK FE
101	8/5/2010	\$150.00	1130 PICNIC SHELTER-NONPROFIT Crosswin	R 101-43200-34780 PARK FE
101	8/9/2010	\$100.00	1135 BOAT TRAILER PARKING PERMIT CASH	R 101-43200-34780 PARK FE
101	8/9/2010	\$10.00	1136 BOAT TRAILER PARKING PERMIT BILL	R 101-43200-34780 PARK FE
101	8/10/2010	\$87.00	1146 BOAT TRAILER PARKING PERMIT CASH	R 101-43200-34780 PARK FE
101	8/16/2010	\$25.00	1153 BOAT TRAILER PARKING PERMIT Ck#6	R 101-43200-34780 PARK FE
101	8/17/2010	\$40.00	1157 BOAT TRAILER PARKING PERMIT CASH	R 101-43200-34780 PARK FE
101	8/17/2010	\$25.00	1160 BOAT TRAILER PARKING PERMIT JERO	R 101-43200-34780 PARK FE
101	8/25/2010	\$100.00	1181 BEACHHOUSE - NONRESIDENT RENTA	R 101-43200-34780 PARK FE
101	8/25/2010	\$150.00	1181 BEACHHOUSE - NONRESIDENT (4 HR)	R 101-43200-34780 PARK FE
101	8/9/2010	\$150.00	64 LARRY WELLER - PARK DONATION PA	R 101-43200-36230 DONATIO
101	8/19/2010	\$200.00	1171 CEMETERY - TRANSFER TITLE GORDO	R 101-43300-34940 CEMETE
101	8/23/2010	\$75.00	1176 CEMETERY - MARK HEADSTONE NON	R 101-43300-34940 CEMETE
FUND 101 GENERA		\$62,004.23		
FUND 204 RECREATION CAP EQUIP & MAINT				
204	8/10/2010	\$575.17	1143 GAMBLING PROCEEDS AMERICAN LEG	R 204-00000-32204 GAMBLIN
204	8/10/2010	\$92.56	1145 GAMBLING PROCEEDS ANERICAN LEGI	R 204-00000-32204 GAMBLIN
FUND 204 RECREA		\$667.73		
FUND 206 WATER/SEWER IMPROVEMENT FUND				
206	8/18/2010	\$64.46	0 UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	8/25/2010	\$37.68	0 UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	8/25/2010	\$47.33	0 UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	8/18/2010	\$49.29	0 UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	8/11/2010	\$10.20	0 UB Receipt Serv 27-TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	8/11/2010	\$48.26	0 UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	8/5/2010	\$264.11	0 UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	8/5/2010	\$3.90	0 UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	8/5/2010	\$193.89	0 UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	8/11/2010	\$12.30	0 UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	8/11/2010	\$81.12	0 UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN

CITY OF BAYPORT

MONTHLY RECEIPTS

Period Name: AUGUST

FUND	Tran Date	Amount	Refer Comments	Account Descr
FUND 206 WATER/		\$812.54		
FUND 601 WATER				
601	8/5/2010	\$3.18	0 UB Receipt Serv 8 SAFE WTR FE	G 601-14601 WATER BILLING
601	8/18/2010	\$11.93	0 UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	8/25/2010	\$8.67	0 UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	8/25/2010	\$463.92	0 UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	8/25/2010	\$17.55	0 UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	8/5/2010	\$2,614.46	0 UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	8/18/2010	\$29.06	0 UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	8/5/2010	\$57.20	0 UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	8/11/2010	\$14.57	0 UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	8/11/2010	\$1.59	0 UB Receipt Serv 8 SAFE WTR FE	G 601-14601 WATER BILLING
601	8/5/2010	\$34.40	0 UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	8/5/2010	\$113.38	0 UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	8/18/2010	\$625.49	0 UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	8/11/2010	\$2.52	0 UB Receipt Serv Pen 5 COMM WATER	G 601-14601 WATER BILLING
601	8/11/2010	\$100.61	0 UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	8/11/2010	\$28.11	0 UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	8/11/2010	\$835.96	0 UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	8/5/2010	\$10.00	0 UB Receipt Serv Pen 5 COMM WATER	G 601-14601 WATER BILLING
601	8/5/2010	\$2.86	0 UB Receipt Surc 20 STATE TAX	G 601-14605 SALES TAX REC
601	8/11/2010	\$7.44	0 UB Receipt Surc 20 STATE TAX	G 601-14605 SALES TAX REC
601	8/25/2010	\$6.21	0 UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	8/25/2010	\$5.00	0 UB UR Receipt Group 00 FINAL GROUP	R 601-46120-37110 WATER R
601	8/5/2010	\$45.68	0 UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	8/18/2010	\$51.51	0 UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	8/11/2010	\$0.20	0 UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	8/25/2010	\$134.21	75 DUPLICATE PMT 08/05/10	E 601-46120-419 REPAIR & M
FUND 601 WATER		\$5,225.71		
FUND 602 SEWER				
602	8/11/2010	\$23.11	0 UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLIN
602	8/18/2010	\$24.06	0 UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLIN
602	8/18/2010	\$442.57	0 UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLIN
602	8/25/2010	\$339.46	0 UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLIN
602	8/11/2010	\$436.54	0 UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLIN
602	8/11/2010	\$122.19	0 UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLIN
602	8/11/2010	\$2.52	0 UB Receipt Serv Pen 25 COMM SEWER	G 602-14602 SEWER BILLIN
602	8/25/2010	\$17.55	0 UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLIN
602	8/5/2010	\$103.38	0 UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLIN
602	8/5/2010	\$1,745.59	0 UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLIN
602	8/25/2010	\$124.53	75 DUPLICATE PMT 9/1//2009	E 602-46200-419 REPAIR & M
FUND 602 SEWER		\$3,381.50		
FUND 803 P & Z ESCROWS				
803	8/25/2010	\$500.00	74 MIDWEST PARATRANSIT SERV - APP F	R 803-80026-34100 P & Z PE
803	8/25/2010	\$75.00	76 111 CENTRAL AVE.	R 803-80028-34100 P & Z PE
FUND 803 P & Z ES		\$575.00		
		\$72,666.71		

CITY OF BAYPORT

EXPENSE SUMMARY YTD THRU 08/31/10

8th Month = 66.72

DEPT	DEPT Descr	2010 Budget	2010 YTD Amt	Balance	2010 % of Budget Remain
FUND 101 GENERAL					
00000	GENERAL GOVERNMENT	\$0.00	\$0.00	\$0.00	0.00%
41100	ELECTIONS	\$5,040.00	\$705.86	\$4,334.14	85.99%
41200	MAYOR & COUNCIL	\$133,020.00	\$120,808.00	\$12,212.00	9.18%
41240	RECYCLING	\$5,393.87	\$3,395.58	\$1,990.79	36.91%
41400	ADMINISTRATION	\$131,538.15	\$70,940.00	\$60,528.15	46.02%
41903	DEBT SERVICE	\$0.00	\$0.00	\$0.00	0.00%
41910	PLANNING & ZONING	\$194,914.99	\$119,476.46	\$75,345.03	38.66%
41940	MUNICIPAL BUILDINGS	\$32,068.00	\$21,021.59	\$11,046.41	34.45%
42100	POLICE	\$647,138.50	\$394,117.16	\$251,404.82	38.85%
42200	FIRE PROTECTION	\$357,917.00	\$173,782.48	\$184,134.52	51.45%
43100	STREET MAINT	\$231,888.50	\$136,841.89	\$95,046.61	40.99%
43160	STREET LIGHTING	\$21,821.00	\$24,591.22	-\$2,770.22	-12.70%
43200	PARKS	\$63,782.91	\$44,522.86	\$19,260.05	30.20%
43300	CEMETERY	\$7,527.00	\$3,824.63	\$3,702.37	49.19%
44100	PROJECT	\$22,089.20	\$0.00	\$22,089.20	100.00%
FUND 101 GENERAL		\$1,854,139.12	\$1,114,027.73	\$738,323.87	39.82%
FUND 208 PRISON SEWER PROJECT					
44100	PROJECT	\$0.00	\$0.00	\$0.00	0.00%
FUND 209 DEVELOPER REIMBURSED PROJECTS					
41911	BAYTOWN DEVELOPMENTS	\$0.00	\$0.00	\$0.00	0.00%
41912	INSPIRATION	\$0.00	\$70.00	-\$70.00	0.00%
41913	EMERALD FALLS	\$0.00	\$0.00	\$0.00	0.00%
FUND 209 DEVELOPER REIMBURSED PR		\$0.00	\$70.00	-\$70.00	0.00%
FUND 210 K-9 UNIT					
42103	K - 9 UNIT	\$0.00	\$265.39	-\$265.39	0.00%
FUND 210 K-9 UNIT		\$0.00	\$265.39	-\$265.39	0.00%
FUND 211 LIBRARY					
45500	LIBRARY	\$255,796.00	\$150,425.03	\$105,370.97	41.19%
FUND 211 LIBRARY		\$255,796.00	\$150,425.03	\$105,370.97	41.19%
FUND 412 CEMETERY CAPITAL IMPROV					
41600	CAPITAL OUTLAY	\$0.00	\$15,123.00	-\$15,123.00	0.00%
43300	CEMETERY	\$0.00	\$682.93	-\$682.93	0.00%
FUND 412 CEMETERY CAPITAL IMPROV		\$0.00	\$15,805.93	-\$15,805.93	0.00%
FUND 413 POLICE EQUIPMENT FUND					
41900	CAPITAL IMPROVEMENTS	\$0.00	\$1,443.11	-\$1,443.11	0.00%
42100	POLICE	\$0.00	\$0.00	\$0.00	0.00%
FUND 413 POLICE EQUIPMENT FUND		\$0.00	\$1,443.11	-\$1,443.11	0.00%
FUND 414 OFFICE AUTOMATION					
00000	GENERAL GOVERNMENT	\$0.00	\$2,074.66	-\$2,074.66	0.00%
41400	ADMINISTRATION	\$0.00	\$0.00	\$0.00	0.00%
41910	PLANNING & ZONING	\$0.00	\$0.00	\$0.00	0.00%
42100	POLICE	\$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%
46120	WATER	\$0.00	\$0.00	\$0.00	0.00%
46200	SEWER - OPERATING	\$0.00	\$0.00	\$0.00	0.00%
FUND 414 OFFICE AUTOMATION		\$0.00	\$2,074.66	-\$2,074.66	0.00%

CITY OF BAYPORT

EXPENSE SUMMARY YTD THRU 08/31/10

8th Month = 66.72

DEPT	DEPT Descr	2010 Budget	2010 YTD Amt	Balance	2010 % of Budget Remain
FUND 415 MUNICIPAL BLDGS MAINT					
41600	CAPITAL OUTLAY	\$0.00	\$56,532.00	-\$56,532.00	0.00%
41900	CAPITAL IMPROVEMENTS	\$0.00	-\$4,011.00	\$4,011.00	0.00%
FUND 415 MUNICIPAL BLDGS MAINT					
		\$0.00	\$52,521.00	-\$52,521.00	0.00%
FUND 416 PERRO CREEK OUTLET					
80018	MSCWM PERRO CREEK OUTL	\$0.00	\$0.00	\$0.00	0.00%
FUND 416 PERRO CREEK OUTLET					
		\$0.00	\$0.00	\$0.00	0.00%
FUND 601 WATER					
46110	WATER-PUMPHOUSE	\$45,200.00	\$22,522.42	\$22,677.58	50.17%
46120	WATER	\$395,860.00	\$146,125.26	\$249,679.74	63.07%
FUND 601 WATER					
		\$441,060.00	\$168,647.68	\$272,357.32	61.75%
FUND 602 SEWER					
44100	PROJECT	\$0.00	\$0.00	\$0.00	0.00%
46200	SEWER - OPERATING	\$340,025.00	\$136,297.71	\$203,672.29	59.90%
46990	SEWER - NON-OPERATING	\$315,072.00	\$200,698.19	\$114,373.81	36.30%
FUND 602 SEWER					
		\$655,097.00	\$336,995.90	\$318,046.10	48.55%
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	\$0.00	\$0.00	0.00%
41912	INSPIRATION	\$0.00	\$0.00	\$0.00	0.00%
80001	ANDERSEN ESCROW	\$0.00	\$0.00	\$0.00	0.00%
80003	BAYTOWN ANNEXATION	\$0.00	\$0.00	\$0.00	0.00%
80006	OSTERTAG VARIANCE	\$0.00	\$0.00	\$0.00	0.00%
80008	CHARLES LUTZ STREET VACA	\$0.00	\$0.00	\$0.00	0.00%
80010	JERRY PETERSON ESCROW	\$0.00	\$0.00	\$0.00	0.00%
80011	CAPTAINS CORNER	\$0.00	\$0.00	\$0.00	0.00%
80012	FRIENDS OF ST. CROIX PREP.	\$0.00	\$0.00	\$0.00	0.00%
80013	BAYPORT MARINA	\$0.00	\$0.00	\$0.00	0.00%
80014	GROUP 41 (MIKE SCHALON	\$0.00	\$0.00	\$0.00	0.00%
80015	GARY SWAGER	\$0.00	\$0.00	\$0.00	0.00%
80016	Pete Miller - Feasi Study	\$0.00	\$0.00	\$0.00	0.00%
80017	AMERICAN LEGION POST 491	\$0.00	\$0.00	\$0.00	0.00%
80018	MSCWM PERRO CREEK OUTL	\$0.00	\$11,607.02	-\$11,607.02	0.00%
80019	JG HAUSE CONSTRUCTION	\$0.00	\$4,372.39	-\$4,372.39	0.00%
80020	HYNNEK CUP APPLICATION	\$0.00	\$0.00	\$0.00	0.00%
80021	GORDON TELLINGHUISEN	\$0.00	\$0.00	\$0.00	0.00%
80022	DUANCE JOHNSON	\$0.00	\$0.00	\$0.00	0.00%
80023	MI-TECH SERVICES, INC.	\$0.00	\$0.00	\$0.00	0.00%
80024	RICK PARENT	\$0.00	\$0.00	\$0.00	0.00%
80025	JUDY SEEBERGER	\$0.00	\$119.00	-\$119.00	0.00%
80026	MIDWEST PARA TRANSIT	\$0.00	\$1,146.24	-\$1,146.24	0.00%
80027	CEMETARY - ST. MIKE'S/ST. C	\$0.00	\$1,367.92	-\$1,367.92	0.00%
80028	ASPHALT SPEC - 111 CENTRA	\$0.00	\$0.00	\$0.00	0.00%
FUND 803 P & Z ESCROWS					
		\$0.00	\$18,612.57	-\$18,612.57	0.00%
FUND 999 ACCRUED INT PAYABLE					
41000	DEPRECIATION EXP - GEN GO	\$0.00	\$0.00	\$0.00	0.00%
42000	PUBLIC SAFE CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	0.00%
43000	DEPRECIATION EXP - PUBLIC	\$0.00	\$0.00	\$0.00	0.00%
43100	STREET MAINT	\$0.00	\$0.00	\$0.00	0.00%

CITY OF BAYPORT

EXPENSE SUMMARY YTD THRU 08/31/10

8th Month = 66.72

DEPT	DEPT Descr	2010 Budget	2010 YTD Amt	Balance	2010 % of Budget Remain
43200	PARKS	\$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%
		\$3,206,092.12	\$1,860,889.00	\$1,343,305.60	41.90%

CITY OF BAYPORT

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Period Name: AUGUST

Search Name	FUN	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
FUND 101 GENERAL									
DEPT 41100 ELECTIONS									
U S BANK VISA	101	8/31/2010	\$17.16	E	41100	220	WAL-MART	OPERATING SUP	032315
U S BANK VISA	101	8/31/2010	\$32.39	E	41100	220	PIZZ HUT	OPERATING SUP	032315
U S BANK VISA	101	8/31/2010	\$4.59	E	41100	220	HOLIDAY STORE	OPERATING SUP	032315
U S BANK VISA	101	8/31/2010	\$37.98	E	41100	220	SUBWAY	OPERATING SUP	032315
U S BANK VISA	101	8/31/2010	\$42.01	E	41100	220	COUNTY MARKET	OPERATING SUP	032315
U S BANK VISA	101	8/31/2010	\$26.45	E	41100	220	COUNTY MARKET	OPERATING SUP	032315
STILLWATER GAZETTE	101	9/1/2010	\$13.31	E	41100	350	PUBLIC ACCURACY VOTI	PRINTING & PUBL	
STILLWATER GAZETTE	101	9/1/2010	\$44.38	E	41100	350	NOTICE OF 2010 MUNI EL	PRINTING & PUBL	
DEPT 41100 ELECTIONS									\$218.27
DEPT 41200 MAYOR & COUNCIL									
	101	8/20/2010	\$1,074.15	E	41200	101	Labor Distribution	WAGES AND SAL	
	101	8/20/2010	\$66.60	E	41200	122	Labor Distribution	CONT TO RET., S	
	101	8/20/2010	\$15.57	E	41200	170	Labor Distribution	MEDICARE	
QUILL	101	8/31/2010	\$5.05	E	41200	201	OFFICE SUPPLIES	OFFICE SUPPLIE	
ECKBERG, LAMMERS, BRIG	101	8/23/2010	\$105.00	E	41200	300	REVIEW & REVISE RETIR	PROF SER-LEGAL	
ECKBERG, LAMMERS, BRIG	101	8/9/2010	-\$475.00	E	41200	300	PROSECUTION - POLICE	PROF SER-LEGAL	
ECKBERG, LAMMERS, BRIG	101	8/23/2010	\$140.00	E	41200	300	PREPARE CC MTG	PROF SER-LEGAL	
ECKBERG, LAMMERS, BRIG	101	8/23/2010	\$210.00	E	41200	300	RESERCH TITLE CITY'S L	PROF SER-LEGAL	
ECKBERG, LAMMERS, BRIG	101	8/23/2010	\$105.00	E	41200	300	REVIEW & REVISE RETIR	PROF SER-LEGAL	
ECKBERG, LAMMERS, BRIG	101	8/23/2010	\$245.00	E	41200	300	ATTEND STAFF MTG	PROF SER-LEGAL	
ECKBERG, LAMMERS, BRIG	101	8/23/2010	\$70.00	E	41200	300	GROUP 41 LITIGATION	PROF SER-LEGAL	
ECKBERG, LAMMERS, BRIG	101	8/23/2010	\$413.00	E	41200	300	ICE ROAD EASEMENT	PROF SER-LEGAL	
ECKBERG, LAMMERS, BRIG	101	8/23/2010	\$140.00	E	41200	300	ATTEND CC MTG	PROF SER-LEGAL	
S E H	101	8/23/2010	\$72.00	E	41200	301	CC MTG	PROF SER-ENGIN	
COMPLETE HEALTH ENVIRO	101	8/23/2010	\$372.08	E	41200	306	MAINTENANCE PLAN - JU	PROF SER-OTHE	
STILLWATER GAZETTE	101	8/23/2010	\$19.02	E	41200	350	AMENDING REZONING O	PRINTING & PUBL	
PETTY CASH	101	8/11/2010	\$3.25	E	41200	402	EXPENSES	CONFERENCES &	032291
U S BANK VISA	101	8/23/2010	\$15.00	E	41200	402	ST. CROIX RIVER	CONFERENCES &	032297
PETTY CASH	101	8/11/2010	\$2.00	E	41200	402	EXPENSES	CONFERENCES &	032291
U S BANK VISA	101	8/23/2010	\$6.50	E	41200	402	BREAD ART	CONFERENCES &	032297
PETTY CASH	101	8/11/2010	\$19.80	E	41200	402	EXPENSES	CONFERENCES &	032291
PETTY CASH	101	8/11/2010	\$19.77	E	41200	402	EXPENSES	CONFERENCES &	032291
US INTERNET	101	8/23/2010	\$50.60	E	41200	416	MTHLY SECURENCE - 8/1	REPAIR/MAINT O	
US INTERNET	101	8/23/2010	-\$50.60	E	41200	416	CREDIT MEMO	REPAIR/MAINT O	
DEPT 41200 MAYOR & COUNCIL									\$2,643.79
DEPT 41240 RECYCLING									
	101	8/17/2010	\$94.39	E	41240	101	Labor Distribution	WAGES AND SAL	
	101	8/2/2010	\$94.39	E	41240	101	Labor Distribution	WAGES AND SAL	
	101	8/2/2010	\$6.60	E	41240	121	Labor Distribution	P E R A	
	101	8/17/2010	\$6.60	E	41240	121	Labor Distribution	P E R A	
	101	8/17/2010	\$5.83	E	41240	122	Labor Distribution	CONT TO RET., S	
	101	8/2/2010	\$5.83	E	41240	122	Labor Distribution	CONT TO RET., S	
	101	8/2/2010	\$2.49	E	41240	126	Labor Distribution	H S A	
	101	8/17/2010	\$2.49	E	41240	126	Labor Distribution	H S A	
	101	8/17/2010	\$8.20	E	41240	131	Labor Distribution	CONT TO EMPLO	
	101	8/2/2010	\$11.14	E	41240	131	Labor Distribution	CONT TO EMPLO	
	101	8/2/2010	\$1.37	E	41240	170	Labor Distribution	MEDICARE	
	101	8/17/2010	\$1.37	E	41240	170	Labor Distribution	MEDICARE	
ST CROIX RECREATION CO.,	101	8/23/2010	\$1,000.00	E	41240	370	PARK RECYCLING CONT	RECYCLING INCE	
REBECCA LANGAN	101	8/9/2010	\$30.00	E	41240	370	RECYCLING RECIPIENT	RECYCLING INCE	
DEPT 41240 RECYCLING									\$1,270.70
DEPT 41400 ADMINISTRATION									
	101	8/2/2010	\$3,137.24	E	41400	101	Labor Distribution	WAGES AND SAL	
	101	8/17/2010	\$3,137.24	E	41400	101	Labor Distribution	WAGES AND SAL	
	101	8/2/2010	\$219.62	E	41400	121	Labor Distribution	P E R A	

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Search Name	FUN	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
	101	8/17/2010	\$219.62	E	41400	121	Labor Distribution	P E R A	
	101	8/17/2010	\$192.77	E	41400	122	Labor Distribution	CONT TO RET., S	
	101	8/2/2010	\$192.77	E	41400	122	Labor Distribution	CONT TO RET., S	
	101	8/17/2010	\$171.99	E	41400	126	Labor Distribution	H S A	
	101	8/2/2010	\$171.99	E	41400	126	Labor Distribution	H S A	
	101	8/2/2010	\$590.67	E	41400	131	Labor Distribution	CONT TO EMPLO	
WELLS FARGO HBS	101	8/3/2010	\$225.25	E	41400	131	ADMINISTRATION FEES 2	CONT TO EMPLO	032276
	101	8/17/2010	\$494.44	E	41400	131	Labor Distribution	CONT TO EMPLO	
	101	8/17/2010	\$45.08	E	41400	170	Labor Distribution	MEDICARE	
	101	8/2/2010	\$45.08	E	41400	170	Labor Distribution	MEDICARE	
QUILL	101	8/31/2010	\$30.30	E	41400	201	OFFICE SUPPLES	OFFICE SUPPLIE	
MITCH BERG	101	8/5/2010	\$67.50	E	41400	400	EXPENSE REIMBURSEME	USE OF PERSON	032279
HOYE, DONALD	101	8/9/2010	\$30.00	E	41400	402	RIVER BOAT CRUISE EVE	CONFERENCES &	032285
MAMA	101	8/17/2010	\$20.00	E	41400	402	7/8/10 MN TWINS PRESID	CONFERENCES &	
MAMA	101	8/17/2010	\$20.00	E	41400	402	7/8/10, MN TWINS PRESID	CONFERENCES &	
LOFFLER BUSINESS SYSTE	101	8/23/2010	\$78.70	E	41400	416	COPIER QTRLY OPERATI	REPAIR/MAINT O	
TR COMPUTER SALES LLC	101	8/23/2010	\$81.00	E	41400	416		REPAIR/MAINT O	
DEPT 41400 ADMINISTRATION			\$9,171.26						
DEPT 41910 PLANNING & ZONING									
	101	8/17/2010	\$5,086.49	E	41910	101	Labor Distribution	WAGES AND SAL	
	101	8/2/2010	\$5,086.49	E	41910	101	Labor Distribution	WAGES AND SAL	
	101	8/2/2010	\$356.08	E	41910	121	Labor Distribution	P E R A	
	101	8/17/2010	\$356.08	E	41910	121	Labor Distribution	P E R A	
	101	8/17/2010	\$312.23	E	41910	122	Labor Distribution	CONT TO RET., S	
	101	8/2/2010	\$312.23	E	41910	122	Labor Distribution	CONT TO RET., S	
	101	8/2/2010	\$310.09	E	41910	126	Labor Distribution	H S A	
	101	8/17/2010	\$310.09	E	41910	126	Labor Distribution	H S A	
	101	8/2/2010	\$933.57	E	41910	131	Labor Distribution	CONT TO EMPLO	
	101	8/17/2010	\$789.00	E	41910	131	Labor Distribution	CONT TO EMPLO	
	101	8/2/2010	\$73.03	E	41910	170	Labor Distribution	MEDICARE	
	101	8/17/2010	\$73.03	E	41910	170	Labor Distribution	MEDICARE	
QUILL	101	8/31/2010	\$25.25	E	41910	201	OFFICE SUPPLES	OFFICE SUPPLIE	
HOLIDAY FLEET	101	8/5/2010	\$34.87	E	41910	212	VEHICLE FUEL	MOTOR FUELS &	032280
PETTY CASH	101	8/11/2010	\$11.25	E	41910	217	EXPENSES	MATERIALS & PR	032291
S E H	101	8/23/2010	\$168.00	E	41910	301	CERTIFICATE OF SURVE	PROF SER-ENGIN	
MITCH BERG	101	8/5/2010	\$15.00	E	41910	402	EXPENSE REIMBURSEME	CONFERENCES &	032279
MN DEPT OF LABOR AND IN	101	8/17/2010	\$85.00	E	41910	402	ENERGY CODE, PLAN RE	CONFERENCES &	032295
10,000 LAKES CHAPTER	101	8/9/2010	\$85.00	E	41910	402	FIRE SPRINKLER, ALARM	CONFERENCES &	032282
LOFFLER BUSINESS SYSTE	101	8/23/2010	\$65.59	E	41910	416	COPIER QTRLY OPERATI	REPAIR/MAINT O	
TR COMPUTER SALES LLC	101	8/23/2010	\$67.50	E	41910	416	COMPUTER CONSULTING	REPAIR/MAINT O	
DEPT 41910 PLANNING & ZONING			\$14,555.87						
DEPT 41940 MUNICIPAL BUILDINGS									
PETTY CASH	101	8/11/2010	\$2.16	E	41940	220	EXPENSES	OPERATING SUP	032291
PETTY CASH	101	8/11/2010	\$3.18	E	41940	220	EXPENSES	OPERATING SUP	032291
PETTY CASH	101	8/11/2010	\$6.20	E	41940	220	EXPENSES	OPERATING SUP	032291
MITCH BERG	101	8/5/2010	\$5.88	E	41940	220	EXPENSE REIMBURSEME	OPERATING SUP	032279
PETTY CASH	101	8/11/2010	\$5.16	E	41940	220	EXPENSES	OPERATING SUP	032291
SERVICEMASTER	101	8/23/2010	\$300.00	E	41940	302	AGUST CLEANING SER	CONTRACT SERV	
OFFICE OF ENT TECHNOLO	101	8/23/2010	\$424.48	E	41940	321	PHONES	COMMUNICATION	
COMCAST	101	8/31/2010	\$34.95	E	41940	321	HIGH SPEED INTERNET	COMMUNICATION	
XCEL	101	9/1/2010	\$918.68	E	41940	380	GAS & ELECTRIAL SERVI	ELECTRIC SERVI	032318
XCEL	101	8/3/2010	\$796.62	E	41940	380	GAS & ELECTRIAL SERVI	ELECTRIC SERVI	032277
XCEL	101	8/3/2010	\$69.75	E	41940	381	GAS & ELECTRIAL SERVI	FUEL FOR HEAT	032277
XCEL	101	9/1/2010	\$69.75	E	41940	381	GAS & ELECTRIAL SERVI	FUEL FOR HEAT	032318
U S BANK VISA	101	8/23/2010	\$32.14	E	41940	420	HOLIDAY	R & M BLDGS, ST	032297
U S BANK VISA	101	8/23/2010	\$10.71	E	41940	420	HOLIDAY	R & M BLDGS, ST	032297
ELECTRO WATCHMAN, INC	101	8/23/2010	\$90.00	E	41940	420	SECURITY SYSTEMS	R & M BLDGS, ST	
MINNESOTA ELEVATOR	101	8/10/2010	\$150.04	E	41940	420	AUG SERVICE	R & M BLDGS, ST	

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Search Name	FUN	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
ELECTRO WATCHMAN, INC	101	8/23/2010	\$6.19	E	41940	420	SECURITY SYSTEMS	R & M BLDGS, ST	
DEPT 41940 MUNICIPAL BUILDINGS			\$2,925.89						
DEPT 42100 POLICE									
	101	8/17/2010	\$2,285.86	E	42100	050	Labor Distribution	SEASONAL/PART	
	101	8/2/2010	\$1,591.91	E	42100	050	Labor Distribution	SEASONAL/PART	
	101	8/2/2010	\$12,352.16	E	42100	101	Labor Distribution	WAGES AND SAL	
	101	8/17/2010	\$11,772.24	E	42100	101	Labor Distribution	WAGES AND SAL	
	101	8/17/2010	\$2,674.23	E	42100	102	Labor Distribution	OVERTIME	
	101	8/2/2010	\$574.14	E	42100	102	Labor Distribution	OVERTIME	
	101	8/2/2010	\$530.22	E	42100	103	Labor Distribution	SPECIAL DUTIES	
	101	8/17/2010	\$2,173.77	E	42100	121	Labor Distribution	P E R A	
	101	8/2/2010	\$1,940.67	E	42100	121	Labor Distribution	P E R A	
	101	8/17/2010	\$85.98	E	42100	122	Labor Distribution	CONT TO RET., S	
	101	8/2/2010	\$84.07	E	42100	122	Labor Distribution	CONT TO RET., S	
	101	8/2/2010	\$587.10	E	42100	126	Labor Distribution	H S A	
	101	8/17/2010	\$587.10	E	42100	126	Labor Distribution	H S A	
	101	8/2/2010	\$2,011.76	E	42100	131	Labor Distribution	CONT TO EMPLO	
	101	8/17/2010	\$1,671.18	E	42100	131	Labor Distribution	CONT TO EMPLO	
	101	8/2/2010	\$216.81	E	42100	170	Labor Distribution	MEDICARE	
	101	8/17/2010	\$241.23	E	42100	170	Labor Distribution	MEDICARE	
QUILL	101	8/31/2010	\$25.25	E	42100	201	OFFICE SUPPLES	OFFICE SUPPLIE	
STREICHERS	101	8/17/2010	\$958.99	E	42100	202	LEVEL 2 VEST - POLICE D	UNIFORMS - MISC	
UNIFORMS UNLIMITED	101	8/17/2010	\$42.74	E	42100	202	OPERATING MATERIAL	UNIFORMS - MISC	
STREICHERS	101	8/17/2010	\$958.99	E	42100	202	VEST - LAURA EASTMAN	UNIFORMS - MISC	
HOLIDAY FLEET	101	8/5/2010	\$47.81	E	42100	212	VECHICLE FUEL	MOTOR FUELS &	032280
WASHINGTON COUNTY SHE	101	8/9/2010	\$1,283.96	E	42100	212	VECHILE - FUEL/POLICE	MOTOR FUELS &	
HOLIDAY FLEET	101	8/5/2010	\$3.20	E	42100	212	VECHICLE FUEL	MOTOR FUELS &	032280
U S BANK VISA	101	8/10/2010	\$41.41	E	42100	220	POLICE DEPT. CREDIT C	OPERATING SUP	032290
ECKBERG, LAMMERS, BRIG	101	8/9/2010	\$2,249.73	E	42100	300	PROSECUTION - POLICE	PROF SER-LEGAL	
ECKBERG, LAMMERS, BRIG	101	8/9/2010	\$7.62	E	42100	300	PROSECUTION - POLICE	PROF SER-LEGAL	
LAKEVIEW MEMORIAL HOSP	101	8/23/2010	\$40.00	E	42100	306	LEGAL BLOOD DRAW - RI	PROF SER-OTHE	
VERIZON WIRELESS	101	8/9/2010	\$78.06	E	42100	321	AIR CARDS	COMMUNICATION	032286
VERIZON WIRELESS	101	8/9/2010	\$166.94	E	42100	321	PHONE	COMMUNICATION	032286
PETTY CASH	101	8/11/2010	\$10.00	E	42100	350	EXPENSES	PRINTING & PUBL	032291
PETTY CASH	101	8/11/2010	\$9.06	E	42100	350	EXPENSES	PRINTING & PUBL	032291
PETTY CASH	101	8/11/2010	\$20.00	E	42100	350	EXPENSES	PRINTING & PUBL	032291
PETTY CASH	101	8/11/2010	\$5.34	E	42100	350	EXPENSES	PRINTING & PUBL	032291
WASHINGTON COUNTY SHE	101	8/17/2010	\$4,775.00	E	42100	391	2ND QTR 2010 ALERTS &	SHARED AUTOMA	
WASHINGTON COUNTY SHE	101	8/17/2010	\$750.00	E	42100	391	2ND QTR 2010 MDC 2 - P	SHARED AUTOMA	
JOHN E REID & ASSOCIATES	101	8/31/2010	\$605.00	E	42100	403	3 DAY INTERVIEW & INT	POLICE TRAININ	
INTOXIMETERS	101	8/5/2010	\$42.75	E	42100	403	PBT STRAINS	POLICE TRAININ	
CENTURY COLLEGE	101	8/10/2010	\$595.00	E	42100	403	300 HRS OF POST TRAINI	POLICE TRAININ	032287
CASPERSON MOTORS	101	8/31/2010	\$32.68	E	42100	412	2901 POL & FILTER	REP & MAINT VE	
DVS RENEWAL	101	9/1/2010	\$46.25	E	42100	412	K-9 VEHICLE/POLICE - TA	REP & MAINT VE	
CENTURY AVENUE COLLISI	101	8/9/2010	\$409.21	E	42100	412	2502 REPAIR - K9 UNIT	REP & MAINT VE	
CASPERSON MOTORS	101	8/31/2010	\$32.68	E	42100	412	2901 OIL & FILTER	REP & MAINT VE	
LOFFLER BUSINESS SYSTE	101	8/23/2010	\$65.59	E	42100	416	COPIER QTRLY OPERATI	REPAIR/MAINT O	
TR COMPUTER SALES LLC	101	8/23/2010	\$67.50	E	42100	416	COMPUTER CONSULTING	REPAIR/MAINT O	
MOORE FUN, INC	101	8/9/2010	\$140.00	E	42100	444	UNITE TO NIGHT OPERAT	COMMUNITY PRO	
U S BANK VISA	101	8/10/2010	\$74.37	E	42100	444	POLICE DEPT. CREDIT C	COMMUNITY PRO	032290
DEPT 42100 POLICE			\$54,965.56						
DEPT 42200 FIRE PROTECTION									
	101	8/20/2010	\$583.33	E	42200	101	Labor Distribution	WAGES AND SAL	
	101	8/20/2010	\$32.03	E	42200	122	Labor Distribution	CONT TO RET., S	
	101	8/20/2010	\$7.50	E	42200	170	Labor Distribution	MEDICARE	
STILLWATER GAZETTE	101	9/1/2010	\$14.58	E	42200	201	SEAL BIDS - FIRE DEPT.	OFFICE SUPPLIE	
RIVER VALLEY PRINTING	101	8/30/2010	\$154.27	E	42200	201	2PT MEDI/ACCI REPORTS	OFFICE SUPPLIE	
U S BANK VISA	101	9/1/2010	\$188.49	E	42200	202	MES MUNICIPAL EMERG	UNIFORMS - MISC	032317

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U S BANK VISA	101	9/1/2010	\$254.87 E	42200	202	WITMER PUBLIC SAFETY	UNIFORMS - MISC	032317
APPLIED IMAGES	101	9/1/2010	\$89.99 E	42200	202	PAR TAGS & NAME PLAT	UNIFORMS - MISC	
HOLIDAY FLEET	101	8/5/2010	\$589.57 E	42200	212	VECHICLE FUEL	MOTOR FUELS &	032280
FOREMOST PROMOTIONS	101	9/1/2010	\$445.00 E	42200	217	CUSTOM HATS, JUNIOR F	MATERIALS & PR	
U S BANK VISA	101	9/1/2010	\$18.36 E	42200	220	HOLIDAY STORE	OPERATING SUP	032317
PUBLIC SAFETY CENTER, IN	101	8/17/2010	\$153.56 E	42200	220	OPERATING SUPPLIES -	OPERATING SUP	
U S BANK VISA	101	8/9/2010	\$132.10 E	42200	220	JIMMYS PIZZA	OPERATING SUP	032281
U S BANK VISA	101	9/1/2010	\$17.62 E	42200	220	HOLIDAY STORE	OPERATING SUP	032317
STILLWATER MEDICAL GRO	101	8/23/2010	\$934.46 E	42200	306	FIREFIGHTERS TESTING	PROF SER-OTHE	
U S BANK VISA	101	8/9/2010	\$295.00 E	42200	306	IMAGETREND INC.	PROF SER-OTHE	032281
NEXTEL COMMUNICATIONS	101	8/23/2010	\$162.63 E	42200	321	PHONES - FIRE	COMMUNICATION	
ANCOM COMMUNICATIONS I	101	8/9/2010	\$127.72 E	42200	323	VHT CHARGER AMPLIFIE	RADIOS-REPAIR	
ANCOM COMMUNICATIONS I	101	8/9/2010	\$13.36 E	42200	323	SERVICE - FIRE DEPT.	RADIOS-REPAIR	
XCEL	101	8/3/2010	\$439.63 E	42200	380	GAS & ELECTRIAL SERVI	ELECTRIC SERVI	032277
XCEL	101	9/1/2010	\$473.46 E	42200	380	GAS & ELECTRIAL SERVI	ELECTRIC SERVI	032318
XCEL	101	9/1/2010	\$37.26 E	42200	381	GAS & ELECTRIAL SERVI	FUEL FOR HEAT	032318
XCEL	101	8/3/2010	\$39.24 E	42200	381	GAS & ELECTRIAL SERVI	FUEL FOR HEAT	032277
GALOWITZ, MIKE	101	8/3/2010	\$74.65 E	42200	402	MILEAGE REIMBURSEME	CONFERENCES &	032270
CASPERSON MOTORS	101	9/1/2010	\$32.68 E	42200	412	OIL & FILTER - FIRE DEPT	REP & MAINT VE	
CASPERSON MOTORS	101	9/1/2010	\$32.68 E	42200	412	OIL & FILTER - FIRE DEPT	REP & MAINT VE	
CASPERSON MOTORS	101	9/1/2010	\$205.73 E	42200	412	REPLACE REAR BRAKES	REP & MAINT VE	
U S BANK VISA	101	8/9/2010	\$76.87 E	42200	419	NAPA AUTO PARTS	REPAIR & MAINT	032281
MN DEPT OF LABOR AND IN	101	8/17/2010	\$10.00 E	42200	419	294 3RD ST N - FIRE DEP	REPAIR & MAINT	
U S BANK VISA	101	8/9/2010	\$49.93 E	42200	420	DURO POWER INC.	R & M BLDGS, ST	032281
NFPA	101	8/9/2010	\$150.00 E	42200	433	MEMBERSHIP DUES	DUES & MEMBER	
MINNESOTA STATE FIRE CHI	101	8/17/2010	\$145.00 E	42200	433	ALLEN EISINGER - MEMB	DUES & MEMBER	
DEPT 42200 FIRE PROTECTION			\$5,981.57					
DEPT 43100 STREET MAINT								
	101	8/2/2010	\$593.75 E	43100	050	Labor Distribution	SEASONAL/PART	
	101	8/17/2010	\$612.50 E	43100	050	Labor Distribution	SEASONAL/PART	
	101	8/2/2010	\$1,880.00 E	43100	101	Labor Distribution	WAGES AND SAL	
	101	8/17/2010	\$1,880.00 E	43100	101	Labor Distribution	WAGES AND SAL	
	101	8/2/2010	\$131.60 E	43100	121	Labor Distribution	P E R A	
	101	8/17/2010	\$131.60 E	43100	121	Labor Distribution	P E R A	
	101	8/17/2010	\$153.29 E	43100	122	Labor Distribution	CONT TO RET., S	
	101	8/2/2010	\$152.12 E	43100	122	Labor Distribution	CONT TO RET., S	
	101	8/2/2010	\$124.04 E	43100	126	Labor Distribution	H S A	
	101	8/17/2010	\$123.83 E	43100	126	Labor Distribution	H S A	
	101	8/2/2010	\$398.71 E	43100	131	Labor Distribution	CONT TO EMPLO	
	101	8/17/2010	\$341.92 E	43100	131	Labor Distribution	CONT TO EMPLO	
	101	8/17/2010	\$35.85 E	43100	170	Labor Distribution	MEDICARE	
	101	8/2/2010	\$35.58 E	43100	170	Labor Distribution	MEDICARE	
QUILL	101	8/31/2010	\$5.05 E	43100	201	OFFICE SUPPLES	OFFICE SUPPLIE	
HOLIDAY FLEET	101	8/5/2010	\$250.76 E	43100	212	VECHICLE FUEL	MOTOR FUELS &	032280
YOCUM OIL CO	101	8/31/2010	\$880.03 E	43100	212	LUBRICATING OIL & GRE	MOTOR FUELS &	
U S BANK VISA	101	9/1/2010	\$11.73 E	43100	220	STILLWATER FARM STOR	OPERATING SUP	032316
U S BANK VISA	101	9/1/2010	\$42.85 E	43100	220	WHEELER LUMBER	OPERATING SUP	032316
M/A ASSOCIATES INC	101	8/31/2010	\$64.09 E	43100	220	TABLE LINERS	OPERATING SUP	
DISPLAY SALES COMPANY	101	8/31/2010	\$37.41 E	43100	220	FLAG BRACKET	OPERATING SUP	
HORAK INC	101	8/23/2010	\$76.83 E	43100	240	RAKES & BAR OIL	SMALL TOOLS-E	
CARQUEST AUTO PARTS	101	8/31/2010	\$38.38 E	43100	412	WATER PUMP 90 FORD	REP & MAINT VE	
TRI STATE BOBCAT INC	101	8/23/2010	\$323.65 E	43100	412	TIRE & WHEEL	REP & MAINT VE	
TRI STATE BOBCAT INC	101	8/23/2010	\$21.10 E	43100	412	MOUNT TIRE	REP & MAINT VE	
MAC QUEEN EQUIPMENT	101	8/31/2010	\$148.30 E	43100	412	BROOM-SWEEPER	REP & MAINT VE	
BAUER BUILT	101	8/10/2010	\$574.19 E	43100	412	2 TIRES & WHEELS - 90 F	REP & MAINT VE	
ZIEGLER INC.	101	8/10/2010	-\$34.18 E	43100	412	PARTS	REP & MAINT VE	
CENTURY POWER EQUIPME	101	8/10/2010	\$87.60 E	43100	412	CHAIN SAW PARTS	REP & MAINT VE	
ZIEGLER INC.	101	8/10/2010	\$44.50 E	43100	412	PARTS	REP & MAINT VE	
ZIEGLER INC.	101	8/10/2010	\$267.82 E	43100	412	PARTS	REP & MAINT VE	
ZIEGLER INC.	101	8/10/2010	\$132.65 E	43100	412	PARTS	REP & MAINT VE	

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TR COMPUTER SALES LLC	101	8/23/2010	\$13.50 E	43100	416	COMPUTER CONSULTING	REPAIR/MAINT O	
LOFFLER BUSINESS SYSTE	101	8/23/2010	\$13.11 E	43100	416	COPIER QTRLY OPERATI	REPAIR/MAINT O	
STILLWATER TOWING INC	101	8/10/2010	\$160.31 E	43100	416	90 FORD F 350 BLUE	REPAIR/MAINT O	032288
WASHINGTON CO TRANSP	101	8/31/2010	\$474.32 E	43100	421	STRIPE ROADS	REPAIR & MAINT	
T. A. SCHIFSKY & SONS INC	101	8/31/2010	\$436.25 E	43100	421	ASPHALT HOTMIX	REPAIR & MAINT	
MENARDS-STILLWATER	101	8/23/2010	\$21.35 E	43100	421	POTHOLE MIX	REPAIR & MAINT	
BRYAN ROCK PRODUCTS IN	101	8/10/2010	\$128.61 E	43100	421	LIMEROCK/GRAVEL	REPAIR & MAINT	
ALLIED BLACKTOP CO	101	8/23/2010	\$46,347.55 E	43100	422	2010 STREET SEALCOAT	SEALCOATING	
ACTION RENTAL	101	8/23/2010	\$197.72 E	43100	431	EXCAVATOR RENTAL	RENTAL OF EQUI	
ACTION RENTAL	101	8/31/2010	\$380.48 E	43100	431	TRAILER RENTAL	RENTAL OF EQUI	
DEPT 43100 STREET MAINT			\$57,740.75					
DEPT 43160 STREET LIGHTING								
XCEL	101	8/3/2010	\$2,120.27 E	43160	380	GAS & ELECTRIAL SERVI	ELECTRIC SERVI	032277
XCEL	101	9/1/2010	\$2,151.18 E	43160	380	GAS & ELECTRIAL SERVI	ELECTRIC SERVI	032318
LPD ELECTRIC, INC	101	8/10/2010	\$1,875.00 E	43160	419	STREET LIGHTS INSPIRA	REPAIR & MAINT	
DEPT 43160 STREET LIGHTING			\$6,146.45					
DEPT 43200 PARKS								
	101	8/17/2010	\$120.00 E	43200	050	Labor Distribution	SEASONAL/PART	
	101	8/17/2010	\$984.00 E	43200	101	Labor Distribution	WAGES AND SAL	
	101	8/2/2010	\$984.00 E	43200	101	Labor Distribution	WAGES AND SAL	
	101	8/2/2010	\$68.88 E	43200	121	Labor Distribution	P E R A	
	101	8/17/2010	\$68.88 E	43200	121	Labor Distribution	P E R A	
	101	8/17/2010	\$66.02 E	43200	122	Labor Distribution	CONT TO RET., S	
	101	8/2/2010	\$58.58 E	43200	122	Labor Distribution	CONT TO RET., S	
	101	8/17/2010	\$41.35 E	43200	126	Labor Distribution	H S A	
	101	8/2/2010	\$41.35 E	43200	126	Labor Distribution	H S A	
	101	8/17/2010	\$136.71 E	43200	131	Labor Distribution	CONT TO EMPLO	
	101	8/2/2010	\$164.77 E	43200	131	Labor Distribution	CONT TO EMPLO	
	101	8/17/2010	\$15.44 E	43200	170	Labor Distribution	MEDICARE	
	101	8/2/2010	\$13.70 E	43200	170	Labor Distribution	MEDICARE	
U S BANK VISA	101	9/1/2010	\$137.75 E	43200	202	WEARGUARD	UNIFORMS - MISC	032316
VERN THOMPSON	101	8/23/2010	\$30.53 E	43200	204	UNIFORMS ALLOWANCE	UNIFORMS - VER	032298
HOLIDAY FLEET	101	8/5/2010	\$134.91 E	43200	212	VECHICLE FUEL	MOTOR FUELS &	032280
U S BANK VISA	101	9/1/2010	\$76.83 E	43200	220	MILLS FLEET FARM	OPERATING SUP	032316
CENTURY POWER EQUIPME	101	8/23/2010	\$21.84 E	43200	220	PLUG COVERS	OPERATING SUP	
CENTURY POWER EQUIPME	101	8/23/2010	\$41.59 E	43200	220	MOWER BLADES	OPERATING SUP	
CENTRAL WOOD PRODUCT	101	8/4/2010	\$908.43 E	43200	220	PLAYGROUND CHIPS	OPERATING SUP	032278
ECONO SIGNS	101	8/31/2010	\$118.56 E	43200	220	HANDI-CAP SIGNS	OPERATING SUP	
T. R. F. SUPPLY	101	8/10/2010	\$520.83 E	43200	220	PARK SUPPLIES	OPERATING SUP	
GRAINGER	101	8/10/2010	\$58.21 E	43200	240	GRINDING WHEELS	SMALL TOOLS-E	
ST CROIX RECREATION CO.,	101	8/23/2010	\$139.29 E	43200	240	PARK RECYCLING CONT	SMALL TOOLS-E	
EASTMAN, LAURA	101	8/9/2010	\$288.45 E	43200	240	CAMERA	SMALL TOOLS-E	032284
BUBERL BLACK DIRT	101	8/10/2010	\$179.55 E	43200	410	14 YDS BLACK DIRT	REPAIR & MAINT	
MILLER EXCAVATING	101	8/10/2010	\$254.31 E	43200	410	BLACKDIRT	REPAIR & MAINT	
AGGREGATE INDUSTRIES	101	9/1/2010	\$67.59 E	43200	410	SAND VOLLEY BALL COU	REPAIR & MAINT	
ACTION RENTAL	101	8/23/2010	\$165.66 E	43200	410	CONCRETE - VOLLEY BA	REPAIR & MAINT	
MTI	101	8/23/2010	\$58.48 E	43200	412	MOWER PARTS	REP & MAINT VE	
MTI	101	8/10/2010	\$58.48 E	43200	412	MOWER PARTS - PARKS	REP & MAINT VE	032289
RIVER CITY SERVICES	101	8/31/2010	\$445.00 E	43200	413	DISPOSAL	TREES	
TR COMPUTER SALES LLC	101	8/23/2010	\$13.50 E	43200	416	COMPUTER CONSULTING	REPAIR/MAINT O	
LOFFLER BUSINESS SYSTE	101	8/23/2010	\$13.11 E	43200	416	COPIER QTRLY OPERATI	REPAIR/MAINT O	
CENTRAL WOOD PRODUCT	101	8/4/2010	\$160.32 E	43200	416	PLAYGROUND CHIPS	REPAIR/MAINT O	032278
MENARDS-STILLWATER	101	8/31/2010	\$10.81 E	43200	420	PLUMBING PARTS	R & M BLDGS, ST	
NORTHERN TOOL & EQUIPM	101	8/31/2010	\$68.86 E	43200	420	TENNIS COURT	R & M BLDGS, ST	
MENARDS-STILLWATER	101	8/31/2010	\$13.24 E	43200	420	FOUNTAIN REPAIR	R & M BLDGS, ST	
MENARDS-STILLWATER	101	8/31/2010	\$34.29 E	43200	420	PARK SUPPLIES	R & M BLDGS, ST	
AIR FRESH PORTABLE TOIL	101	8/10/2010	\$252.49 E	43200	425	MTHLY RENTAL	SATILLITIES	

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DEPT 43200 PARKS			\$7,036.59					
DEPT 43300 CEMETERY								
HOLIDAY FLEET	101	8/5/2010	\$76.40	E	43300	212 VECHICLE FUEL	MOTOR FUELS &	032280
MENARDS-STILLWATER	101	8/10/2010	\$38.21	E	43300	220 PAINT - CEMETERY SHED	OPERATING SUP	
MENARDS-STILLWATER	101	8/10/2010	\$117.35	E	43300	220 MATERIAL	OPERATING SUP	
MENARDS-STILLWATER	101	8/10/2010	\$45.88	E	43300	220 CEMETERY SHED	OPERATING SUP	
CENTURY POWER EQUIPME	101	8/23/2010	\$59.71	E	43300	412 MOWER PARTS	REP & MAINT VE	
DEPT 43300 CEMETERY			\$337.55					
FUND 101 GENERAL			\$162,994.25					
FUND 103 G O TIF BD FUND 1990 CAP PROJ								
DEPT 00000 GENERAL GOVERNMENT								
ABDO EICK & MEYERS LLP	103	8/10/2010	\$615.00	E	00000	306 TIF STATE DISTRICT REP	PROF SER-OTHE	
FUND 107 TIF REDEVELOPMENT DISTRICT 2-1								
DEPT 00000 GENERAL GOVERNMENT								
STILLWATER GAZETTE	107	8/9/2010	\$66.57	E	00000	306 TIF REPORT - 2009 ANNU	PROF SER-OTHE	
ABDO EICK & MEYERS LLP	107	8/10/2010	\$615.00	E	00000	306 TIF STATE DISTRICT REP	PROF SER-OTHE	
DEPT 00000 GENERAL GOVERNMENT			\$681.57					
FUND 107 TIF REDEVELOPMENT DISTRICT 2-			\$681.57					
FUND 211 LIBRARY								
DEPT 45500 LIBRARY								
	211	8/17/2010	\$2,343.40	E	45500	050 Labor Distribution	SEASONAL/PART	
	211	8/2/2010	\$1,950.11	E	45500	050 Labor Distribution	SEASONAL/PART	
	211	8/17/2010	\$2,925.54	E	45500	101 Labor Distribution	WAGES AND SAL	
	211	8/2/2010	\$2,925.54	E	45500	101 Labor Distribution	WAGES AND SAL	
	211	8/2/2010	\$330.84	E	45500	121 Labor Distribution	P E R A	
	211	8/17/2010	\$342.75	E	45500	121 Labor Distribution	P E R A	
	211	8/2/2010	\$295.26	E	45500	122 Labor Distribution	CONT TO RET., S	
	211	8/17/2010	\$319.64	E	45500	122 Labor Distribution	CONT TO RET., S	
	211	8/2/2010	\$82.69	E	45500	126 Labor Distribution	H S A	
	211	8/17/2010	\$82.69	E	45500	126 Labor Distribution	H S A	
	211	8/2/2010	\$354.08	E	45500	131 Labor Distribution	CONT TO EMPLO	
	211	8/17/2010	\$273.42	E	45500	131 Labor Distribution	CONT TO EMPLO	
	211	8/2/2010	\$69.06	E	45500	170 Labor Distribution	MEDICARE	
	211	8/17/2010	\$74.75	E	45500	170 Labor Distribution	MEDICARE	
INNOVATIVE OFFICE SOLUTI	211	8/31/2010	\$7.13	E	45500	201 OPERATING SUPPLIES -	OFFICE SUPPLIE	
INNOVATIVE OFFICE SOLUTI	211	8/31/2010	\$142.50	E	45500	220 OPERATING SUPPLIES -	OPERATING SUP	
KINDER MELODIES	211	8/31/2010	\$675.00	E	45500	302 STORY TIME - LIBRARY	CONTRACT SERV	
SHARON SIPPEL	211	8/31/2010	\$1,200.00	E	45500	302 CLEANING SERVICES - LI	CONTRACT SERV	
OFFICE OF ENT TECHNOLO	211	8/31/2010	\$68.75	E	45500	321 PHONES - LIBRARY	COMMUNICATION	
WASHINGTON COUNTY LIBR	211	8/31/2010	\$139.10	E	45500	321 QWEST DATA LINE - AUG	COMMUNICATION	
XCEL	211	8/3/2010	\$1,123.64	E	45500	380 GAS & ELECTRIAL SERVI	ELECTRIC SERVI	032277
XCEL	211	9/1/2010	\$1,196.96	E	45500	380 GAS & ELECTRIAL SERVI	ELECTRIC SERVI	032318
XCEL	211	9/1/2010	\$28.29	E	45500	381 GAS & ELECTRIAL SERVI	FUEL FOR HEAT	032318
XCEL	211	8/3/2010	\$27.59	E	45500	381 GAS & ELECTRIAL SERVI	FUEL FOR HEAT	032277
WASHINGTON COUNTY LIBR	211	8/31/2010	\$65.25	E	45500	391 SERVICE REQUEST 6685	SHARED AUTOMA	
WASHINGTON COUNTY LIBR	211	8/31/2010	\$75.80	E	45500	391 DATABASE 8/12/09-8/11/2	SHARED AUTOMA	
TOSHIBA BUSINESS SOLUTI	211	8/31/2010	\$34.58	E	45500	416 7/14/10-8/13/10 BAND (LIB	REPAIR/MAINT O	
ELECTRO WATCHMAN, INC	211	8/23/2010	\$60.00	E	45500	420 SECURITY SYSTEMS	R & M BLDGS, ST	
SVL SERVICE CORPORATIO	211	8/31/2010	\$177.30	E	45500	420 BLG MAINT. - LIBRARY	R & M BLDGS, ST	

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BRUETTE ROOFING	211	8/31/2010	\$85.00 E	45500	420 ROOF CHECK - LIBRARY	R & M BLDGS, ST	
MINNESOTA ELEVATOR	211	8/31/2010	\$157.23 E	45500	420 BDG. SERVICE - LIBRARY	R & M BLDGS, ST	
ECOWATER	211	8/31/2010	\$33.25 E	45500	420 MTHLY RENT COLD COOL	R & M BLDGS, ST	
LINNER ELECTRIC	211	8/31/2010	\$248.00 E	45500	420 REPAIR LIGHTS IN READ	R & M BLDGS, ST	
AMERICAN LIBRARY ASSOCI	211	8/31/2010	\$130.00 E	45500	433 MEMBERSHIP DUES - LIB	DUES & MEMBER	
DEPT 45500 LIBRARY			\$18,045.14				
FUND 211 LIBRARY			\$18,045.14				
FUND 303 GO TIF BOND 1990 DEBT SERVICE							
DEPT 41903 DEBT SERVICE							
NORTHLAND SECURITIES, I	303	8/9/2010	\$400.00 E	41903	306 TIF PLANNING SERVICES	PROF SER-OTHE	
FUND 412 CEMETERY CAPITAL IMPROV							
DEPT 43300 CEMETERY							
CENTURY POWER EQUIPME	412	8/31/2010	\$682.93 E	43300	240 NEW PUSH MOWER	SMALL TOOLS-E	
FUND 413 POLICE EQUIPMENT FUND							
DEPT 41900 CAPITAL IMPROVEMENTS							
KEEPRS, INC	413	8/9/2010	\$328.11 E	41900	412 PROGARD GUN LOCK - 2	REP & MAINT VE	
FUND 415 MUNICIPAL BLDGS MAINT							
DEPT 41600 CAPITAL OUTLAY							
FISCHER COMPANIES, INC.	415	8/9/2010	\$21,560.00 E	41600	420 INSTALL 25YR ROOFING	R & M BLDGS, ST	
FUND 601 WATER							
DEPT 46110 WATER-PUMPHOUSE							
XCEL	601	8/3/2010	\$1,956.54 E	46110	380 GAS & ELECTRIAL SERIV	ELECTRIC SERVI	032277
XCEL	601	9/1/2010	\$1,977.45 E	46110	380 GAS & ELECTRIAL SERVI	ELECTRIC SERVI	032318
XCEL	601	9/1/2010	\$52.11 E	46110	381 GAS & ELECTRIAL SERVI	FUEL FOR HEAT	032318
XCEL	601	8/3/2010	\$52.75 E	46110	381 GAS & ELECTRIAL SERVI	FUEL FOR HEAT	032277
LINNER ELECTRIC	601	8/31/2010	\$580.00 E	46110	419 INSTALL FAN 9BOOSTER	REPAIR & MAINT	
JEFF ZELL CONSTRUCTION	601	8/31/2010	\$271.04 E	46110	419 BOOSTER BLDG OVERHE	REPAIR & MAINT	
DEPT 46110 WATER-PUMPHOUSE			\$4,889.89				
DEPT 46120 WATER							
	601	8/2/2010	\$3,917.12 E	46120	101 Labor Distribution	WAGES AND SAL	
	601	8/17/2010	\$3,927.12 E	46120	101 Labor Distribution	WAGES AND SAL	
	601	8/2/2010	\$274.19 E	46120	121 Labor Distribution	P E R A	
	601	8/17/2010	\$274.89 E	46120	121 Labor Distribution	P E R A	
	601	8/17/2010	\$235.38 E	46120	122 Labor Distribution	CONT TO RET., S	
	601	8/2/2010	\$234.77 E	46120	122 Labor Distribution	CONT TO RET., S	
	601	8/17/2010	\$188.03 E	46120	126 Labor Distribution	H S A	
	601	8/2/2010	\$187.72 E	46120	126 Labor Distribution	H S A	

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	601	8/2/2010	\$655.91 E	46120	131	Labor Distribution	CONT TO EMPLO	
	601	8/17/2010	\$540.67 E	46120	131	Labor Distribution	CONT TO EMPLO	
	601	8/2/2010	\$54.90 E	46120	170	Labor Distribution	MEDICARE	
	601	8/17/2010	\$55.04 E	46120	170	Labor Distribution	MEDICARE	
QUILL	601	8/31/2010	\$5.05 E	46120	201	OFFICE SUPPLES	OFFICE SUPPLIE	
HOLIDAY FLEET	601	8/5/2010	\$375.99 E	46120	212	VECHICLE FUEL	MOTOR FUELS &	032280
U S BANK VISA	601	9/1/2010	\$2.41 E	46120	216	USPS	CHEMICALS AND	032316
U S BANK VISA	601	9/1/2010	\$20.65 E	46120	216	THE UPS STORE	CHEMICALS AND	032316
HAWKINS WATER	601	8/31/2010	\$78.86 E	46120	216	WATER TESTING	CHEMICALS AND	
HAWKINS WATER	601	8/23/2010	\$25.00 E	46120	216	WATER TREATMENT	CHEMICALS AND	
HAWKINS WATER	601	8/23/2010	\$24.80 E	46120	216	WATER TREATMENT	CHEMICALS AND	
HAWKINS WATER	601	8/23/2010	\$6,229.07 E	46120	216	WATER TREATMENT	CHEMICALS AND	
U S BANK VISA	601	8/23/2010	\$7.58 E	46120	220	ADM CREDIT CARD	OPERATING SUP	032297
MENARDS-STILLWATER	601	8/10/2010	\$142.93 E	46120	240	SMALL TOOLS	SMALL TOOLS-E	
MN DEPT OF LABOR AND IN	601	8/17/2010	\$10.00 E	46120	301	98 2ND AVE S - PUBLIC W	PROF SER-ENGIN	
S E H	601	8/23/2010	\$6,881.95 E	46120	301	SAN SEWER TV AND CLE	PROF SER-ENGIN	
BANYON DATA SYSTEMS	601	8/30/2010	\$98.84 E	46120	302	METER DEVICE SUPPOR	CONTRACT SERV	
ONE CALL CONCEPTS	601	8/10/2010	\$65.25 E	46120	307	LOCATES - JULY 2010	GOPHER STATE	
COMCAST	601	8/23/2010	\$59.95 E	46120	321		COMMUNICATION	
ANCOM COMMUNICATIONS	601	8/10/2010	\$43.98 E	46120	323	RADIO SERVICE	RADIOS-REPAIR	
XCEL	601	8/3/2010	\$1,496.93 E	46120	380	GAS & ELECTRICAL SERVI	ELECTRIC SERVI	032277
XCEL	601	9/1/2010	\$1,483.62 E	46120	380	GAS & ELECTRICAL SERVI	ELECTRIC SERVI	032318
XCEL	601	8/3/2010	\$95.74 E	46120	381	GAS & ELECTRICAL SERVI	FUEL FOR HEAT	032277
XCEL	601	9/1/2010	\$97.23 E	46120	381	GAS & ELECTRICAL SERVI	FUEL FOR HEAT	032318
CIHLAR MECHANICAL SVCS	601	8/31/2010	\$366.00 E	46120	412	97 CHEV REPAIR	REP & MAINT VE	
U S BANK VISA	601	9/1/2010	\$26.05 E	46120	412	ROCK AUTO	REP & MAINT VE	032316
NAPA AUTO PARTS ACCT #1	601	8/23/2010	\$6.33 E	46120	412	FILTER	REP & MAINT VE	
CARQUEST AUTO PARTS	601	8/31/2010	\$119.26 E	46120	412	PARTS - 97 CHEV	REP & MAINT VE	
TR COMPUTER SALES LLC	601	8/23/2010	\$13.50 E	46120	416	COMPUTER CONSULTING	REPAIR/MAINT O	
LOFFLER BUSINESS SYSTE	601	8/23/2010	\$13.11 E	46120	416	COPIER QTRLY OPERATI	REPAIR/MAINT O	
CARQUEST AUTO PARTS	601	8/23/2010	\$18.36 E	46120	419	HOSE REPAIR	REPAIR & MAINT	
HD SUPPLY WATERWORKS	601	8/31/2010	\$245.74 E	46120	419	YARD HYDRANT	REPAIR & MAINT	
HD SUPPLY WATERWORKS	601	8/31/2010	\$1,316.38 E	46120	419	WATER METERS	REPAIR & MAINT	
CARQUEST AUTO PARTS	601	8/23/2010	\$30.41 E	46120	419	OIL PAN GASKET	REPAIR & MAINT	
HENRYS WATERWORKS, IN	601	8/10/2010	\$172.69 E	46120	419	CURB STOP LIDS	REPAIR & MAINT	
HENRYS WATERWORKS, IN	601	8/23/2010	\$135.66 E	46120	419	REPAIR CLAMP	REPAIR & MAINT	
ELECTRO WATCHMAN, INC	601	8/23/2010	\$4.12 E	46120	420	QTRLY SECURITY SYSTE	R & M BLDGS, ST	
ELECTRO WATCHMAN, INC	601	8/23/2010	\$60.00 E	46120	420	QTRLY SECURITY SYSTE	R & M BLDGS, ST	
MINNESOTA DEPT OF HEAL	601	8/24/2010	\$1,165.00 E	46120	434	3RD QTR. 2010 SERVICE	STATE FEES FOR	
DEPT 46120 WATER			\$31,484.18					
FUND 601 WATER			\$36,374.07					
FUND 602 SEWER								
DEPT 46200 SEWER - OPERATING								
	602	8/2/2010	\$159.50 E	46200	050	Labor Distribution	SEASONAL/PART	
	602	8/17/2010	\$374.00 E	46200	050	Labor Distribution	SEASONAL/PART	
	602	8/2/2010	\$4,901.10 E	46200	101	Labor Distribution	WAGES AND SAL	
	602	8/17/2010	\$4,901.10 E	46200	101	Labor Distribution	WAGES AND SAL	
	602	8/17/2010	\$343.07 E	46200	121	Labor Distribution	P E R A	
	602	8/2/2010	\$343.07 E	46200	121	Labor Distribution	P E R A	
	602	8/17/2010	\$316.52 E	46200	122	Labor Distribution	CONT TO RET., S	
	602	8/2/2010	\$303.21 E	46200	122	Labor Distribution	CONT TO RET., S	
	602	8/2/2010	\$229.02 E	46200	126	Labor Distribution	H S A	
	602	8/17/2010	\$228.92 E	46200	126	Labor Distribution	H S A	
	602	8/17/2010	\$675.98 E	46200	131	Labor Distribution	CONT TO EMPLO	
	602	8/2/2010	\$820.60 E	46200	131	Labor Distribution	CONT TO EMPLO	
	602	8/17/2010	\$74.02 E	46200	170	Labor Distribution	MEDICARE	
	602	8/2/2010	\$70.90 E	46200	170	Labor Distribution	MEDICARE	
QUILL	602	8/31/2010	\$5.05 E	46200	201	OFFICE SUPPLES	OFFICE SUPPLIE	

CITY OF BAYPORT
MONTHLY EXPENSES

Period Name: AUGUST

Search Name	FUN	Tran Date	Amount	A ct	DEPT OBJ Comments	OBJ Descr	Check Nbr
U S BANK VISA	602	9/1/2010	\$71.55	E	46200 206 WEARGUARD	UNIFORMS - PW	032316
BANYON DATA SYSTEMS	602	8/30/2010	\$98.84	E	46200 302 METER DEVICE SUPPOR	CONTRACT SERV	
LOFFLER BUSINESS SYSTE	602	8/23/2010	\$13.15	E	46200 416 COPIER QTRLY OPERATI	REPAIR/MAINT O	
TR COMPUTER SALES LLC	602	8/23/2010	\$13.50	E	46200 416 COMPUTER CONSULTING	REPAIR/MAINT O	
LINNER ELECTRIC	602	8/31/2010	\$296.00	E	46200 419 LAKE STREET LIFT STATI	REPAIR & MAINT	
DEPT 46200 SEWER - OPERATING			\$14,239.10				
DEPT 46990 SEWER - NON-OPERATING							
METROPOLITAN COUNCIL (S	602	8/23/2010	\$28,671.17	E	46990 434 MTHLY ANNUAL FLOW	STATE FEES FOR	
FUND 602 SEWER			\$42,910.27				
FUND 803 P & Z ESCROWS							
DEPT 80026 MIDWEST PARA TRANSIT							
ECKBERG, LAMMERS, BRIG	803	8/23/2010	\$70.00	E	80026 300 REVIEW CUP MIDWEST P	PROF SER-LEGAL	
STILLWATER GAZETTE	803	8/23/2010	\$37.41	E	80026 350 PLANNING & ZONING - MI	PRINTING & PUBL	
DEPT 80026 MIDWEST PARA TRANSIT			\$107.41				
DEPT 80027 CEMETARY - ST. MIKE'S/ST. CHAR							
ECKBERG, LAMMERS, BRIG	803	8/23/2010	\$70.00	E	80027 300 ST. MICHAEL - STAFF RE	PROF SER-LEGAL	
ECKBERG, LAMMERS, BRIG	803	8/23/2010	\$140.00	E	80027 300 ST. MICHAEL'S PREPARE	PROF SER-LEGAL	
ECKBERG, LAMMERS, BRIG	803	8/23/2010	\$35.00	E	80027 300 REVIEW CEMETERY ST V	PROF SER-LEGAL	
STILLWATER GAZETTE	803	8/31/2010	\$45.65	E	80027 301 ST. MICHAELS VACATION	PROF SER-ENGIN	
S E H	803	8/23/2010	\$791.73	E	80027 301 ST. MICHAEL CEMETERY	PROF SER-ENGIN	
DEPT 80027 CEMETARY - ST. MIKE'S/ST.			\$1,082.38				
FUND 803 P & Z ESCROWS			\$1,189.79				
			\$285,781.13				

City of Bayport

294 North 3rd Street

Bayport, MN 55003

Phone: 651-275-4404

Fax: 651-275-4411

Building Permit Log

For: August, 2010

Printed:8/31/2010

Page1 of 3

Permit Number: BP2010-63	Filing Date: 8/9/2010
Parcel Address: 1215 INSPIRATION PARKWAY	BAYPORT, MN 55003
Applicant: BEARD GROUP, INC BEARD GROUP, INC Builder	Applicant Phone: 952-930-0630
Construction Value: \$3,500.00	Total Fees: \$105.00

Permit Number: BP2010-64	Filing Date: 8/17/2010
Parcel Address: 210 4TH St. S.	BAYPORT, MN 55003
Applicant: PRIDE ENERGY SOLUTION PRIDE ENERGY SOLUTION General Contractor	Applicant Phone: 763-232-1704
Construction Value: \$8,624.00	Total Fees: \$181.31

Permit Number: BP2010-65	Filing Date: 8/24/2010
Parcel Address: 383 9TH St. N.	BAYPORT, MN 55003
Applicant: KELLY OSIECKI OWNER OWNER	Applicant Phone: 651-402-9189
Construction Value: \$3,000.00	Total Fees: \$90.00

Permit Number: BP2010-66	Filing Date: 8/24/2010
Parcel Address: 210 4TH St. S.	BAYPORT, MN 55003
Applicant: PRIDE ENERGY SOLUTION PRIDE ENERGY SOLUTION General Contractor	Applicant Phone: 763-232-1704
Construction Value: \$8,624.00	Total Fees: \$181.31

Permit Number: BP2010-67	Filing Date: 8/30/2010
Parcel Address: 748 3rd Street N.	Bayport, MN 55003
Applicant: MARY ANN ANDERSEN OWNER OWNER	Applicant Phone: 651-433-2568
Construction Value: \$1,200.00	Total Fees: \$48.35

Building Permit Log

For: August, 2010

Printed:8/31/2010

Page2 of 3

Permit Number: BP2010-68	Filing Date: 8/30/2010
Parcel Address: 383 CENTRAL Ave.	BAYPORT, MN 55003
Applicant: MINNESOTA EXTERIORS INC	Applicant Phone: 763-391-5510
MINNESOTA EXTERIORS INC General Contractor	
Construction Value: \$29,000.00	Total Fees: \$470.50

Permit Number: BP2010-69	Filing Date: 8/30/2010
Parcel Address: 817 5TH Ave. N.	BAYPORT, MN 55003
Applicant: JERRY KUKUSKA	Applicant Phone: 651-439-2497
OWNER OWNER	
Construction Value: \$4,000.00	Total Fees: \$105.25

Permit Number: MC2010-29	Filing Date: 8/9/2010
Parcel Address: 1113 PIONEER TRAIL	BAYPORT, MN 55003
Applicant: RAY N. WELTER HEATING	Applicant Phone: 612-825-6867
RAY N. WELTER HEATING COMPANY	
Construction Value: \$9,000.00	Total Fees: \$80.00

Permit Number: MC2010-30	Filing Date: 8/9/2010
Parcel Address: 271 3RD St. S.	BAYPORT, MN 55003
Applicant: JAMES REITER	Applicant Phone: 175-226-0358
OWNER OWNER	
Construction Value: \$4,000.00	Total Fees: \$80.00

Permit Number: MC2010-31	Filing Date: 8/10/2010
Parcel Address: 1113 PIONEER TRAIL	BAYPORT, MN 55003
Applicant: AUTOMATIC GARAGE DOOR &	Applicant Phone: 763-571-2525
AUTOMATIC GARAGE DOOR & FIREPLACES, INC.	
Construction Value: \$853.00	Total Fees: \$80.00

Permit Number: MC2010-32	Filing Date: 8/19/2010
Parcel Address: 970 Pickett Street N.	Bayport, MN 55003
Applicant: BOSTROM SHEET METAL	Applicant Phone: 651-646-7475
BOSTROM SHEET METAL WORKS, INC.	
Construction Value: \$135,000.00	Total Fees: \$1,690.88

Building Permit Log

For: August, 2010

Printed:8/31/2010

Page3 of 3

Permit Number: PL2010-18**Parcel Address:** 970 Pickett Street N.**Applicant:** UNITED STATES MECHANICAL,
UNITED STATES MECHANICAL, INC.**Construction Value:**\$23,900.00**Filing Date:** 8/3/2010

Bayport, MN 55003

Applicant Phone: 763-780-9030**Total Fees:** \$299.25

Permit Number: PL2010-19**Parcel Address:** 1113 PIONEER TRAIL**Applicant:** VALLEY PLUMBING CO.
VALLEY PLUMBING CO. Plumber**Construction Value:**\$9,500.00**Filing Date:** 8/9/2010

BAYPORT, MN 55003

Applicant Phone: 952-492-2121**Total Fees:** \$80.00



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

City of Bayport Donation Program Information Form

Donor Name: <i>Mary Jo Weller</i> <i>Please print</i>	<input checked="" type="checkbox"/> Resident <input type="checkbox"/> Nonresident
Address: <i>464 N 4th St</i>	
City/State/Zip: <i>Bayport, MN 55003</i>	
Home Phone Number: <i>651-439 5635</i>	Alternate Phone Number:
Email:	
Organization (if applicable):	
I wish to donate the following to the city:	
<input type="checkbox"/> Bench with dedication plaque - \$1,000.00 <input type="checkbox"/> Waste receptacle - \$500.00	
<input type="checkbox"/> Tree - \$250.00	
<input checked="" type="checkbox"/> General improvement donation of \$ <u><i>150.00</i></u> for city <input checked="" type="checkbox"/> parks <input type="checkbox"/> cemetery	
I wish the text on the bench plaque to read as follows (please refer to text samples on reverse side of form, and print desired text below): <i>On behalf of the Parent Family - Thank you for the use of the park</i>	

Donor Acknowledgement

I understand that as the designated donor, this donation will be used toward the purchase of a bench, tree, or general park/cemetery improvement, as specified above. I also understand that depending on availability, lead time, and weather conditions, it could take up to one (1) year to install a bench or tree; however, the city will make every effort to complete the installation as soon as possible. I also understand that the city has been given only an approximate size for the dedication plaque. Hence, if I have selected to donate funds for a bench, the city has my permission to format and size the text above accordingly, in order to fit the text on the plaque. Should it be necessary to change any of the text content for any reason, I am aware that I will be contacted by the city.

Donor Signature: *Mary Jo Weller* Date: *8/4/10*

OFFICE USE

Staff Notes (INCLUDE REQUESTED PLACEMENT SITE):

Donation amount received: \$ *150.00* Date received: *8/2/10*

Payment method: Cash Check # *7452 (Weller)*



City of Bayport
 294 North Third Street
 Bayport, Minnesota 55003
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 Fax 651-275-4411
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City of Bayport SPECIAL EVENT APPLICATION

A special event application form is required for individuals or organizations who wish to hold a public or private event in the city and require the use of city property and/or special city services. For most special events, City Council approval is required. Therefore, it is important to plan ahead and submit the application form to City Hall at least two weeks prior to a regularly scheduled City Council meeting, which is usually held the first Monday of the month. For example, if the proposed event is to be held on June 15, 2010, the special event application form and fee must be submitted by May 24, 2010 in order to be considered at the June 7, 2010 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: Barker's Alps Park	
City: Bayport	State: Minnesota Zip Code: 55003
Owner Name: City of Bayport	
Home Phone Number:	Work/Cell Phone Number:
Owner Address:	
City/State/Zip:	

Applicant Information	<input type="checkbox"/> Individual/For-profit organization	<input type="checkbox"/> Public entity/Non-profit organization
Applicant Name: Chilkoot Velo (Mike Lyner for Cycling Club, promoter)		
Home Phone Number: 651-430-1190	Work/Cell Phone Number: 612-360-1533 (c)	
Address: 1031 Abbott St W		
City/State/Zip: Stillwater, MN 55082		
Email Address: mike.lyner@rsparch.com		

Description of Request
<p><u>Request for City Council approval for The Bikery Racing Club to hold a "non-competitive practice event" at Barker's Alps Park on Sunday 12 September 2010.</u> We would appreciate this being placed on the 6th September 2010 City Council agenda, as we need to apply for a permit through USA Cycling to give us adequate time to receive our insurance coverage (benefiting Bayport, The Bikery and the riders).</p> <p>We call it the "Cobweb Remover" as cyclocross is a bike racing discipline that typically occurs in the fall, and as stated in most of our announcements, our practice event allows participants "to brush off the cobwebs from their cyclocross bikes and muscles". Minnesota has a 15 race cyclocross series mainly around the metro area that will follow this event mid-September thru mid-November.</p> <p>The past years we held this event at Barker's Alps (flyer attached), with a very positive response, and would like to keep within easy riding distance of The Bikery's coffee/bike shop. This is a very low key event, last year having around 40 participants. It is mainly drills, and no mass-start race! We are aware that the park has recently undergone renovation, but we can focus our practice area more on the east side of the park... as running uphill with a bike over your shoulder is one of the skills we need to remind our</p>

bodies how to do. We also agree to repair any damage that should occur to the grass.

The following is how we would promote the event on our website www.mcf.net:

Cyclocross Cobweb Remover

10:30am-12:30pm, Sunday 12th September 2010

Barker's Alps Park, Bayport MN

(Optional: Meet at The Bikery at 9:30am for coffee and treats prior to riding out to the park)

Please join us in this social event and training clinic to brush off the cobwebs from your cyclocross bike and muscles.

We will be providing the following:

- a short cyclocross course with barriers (with a clock for self-timed laps)
- a barrier practice run (very short loop with one set of double barriers)
- coffee and treats at The Bikery (new coffee shop, bakery and bike shop in Stillwater) prior to and following

There will be no race, only the ability to self-time yourself to see if what you are practicing is making a difference.

If you need to know more about Cyclocross Racing, please check out

<http://www.startbikeracing.com/index.php/cyclocross-racing>.

Event Information

Start Date: 12 September 2010

End Date: 12 September 2010

Days of Operation *(check all that apply)*

Sunday Monday Tuesday Wednesday Thursday Friday Saturday

Hours of Operation:

Weekdays:

Weekends: 10:30am – 12:30pm

Requested City Assistance and/or Services

Use of the toilet facilities on site.

Application Process and Fees

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

Attachments to be submitted with application

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

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

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

Applicant: _____ *[Signature]* _____ Date: 9 August 2010

Property Owner: *[Signature]* _____ Date: 9/2/10

Office Use - Dept. Review	Inspection	Date	Approved/Denied	Inspector
Administration	<input type="checkbox"/> Site Inspection			
Office Use - Fees	Amount Received	Date Received	Method of Payment	Staff Initials
Processing Fee	<input checked="" type="checkbox"/> \$15.00	9/2/10	CK #1814 malyner	Kjh
\$15.00-Public entity/Non-profit \$50.00-Individual/For-profit	<input type="checkbox"/> \$50.00			
Escrow or cost incurred				



City of Bayport
 294 North Third Street
 Bayport, Minnesota 55003
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 Fax 651-275-4411
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City of Bayport
SPECIAL EVENT APPLICATION

A special event application form is required for individuals or organizations who wish to hold a public or private event in the city and require the use of city property and/or special city services. For most special events, City Council approval is required. Therefore, it is important to plan ahead and submit the application form to City Hall at least two weeks prior to a regularly scheduled City Council meeting, which is usually held the first Monday of the month. For example, if the proposed event is to be held on June 15, 2010, the special event application form and fee must be submitted by May 24, 2010 in order to be considered at the June 7, 2010 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	<input type="checkbox"/> Individual/For-profit organization	<input checked="" type="checkbox"/> Public entity/Non-profit organization
Applicant Name: Bayport Community Action League		
Home Phone Number:	Work/Cell Phone Number:	
Bob Johnson (651) 379-3212 (w)	bobje.mirinc.com	
Address: P.O. Box 133		
City/State/Zip: Bayport, MN 55003		
Email Address: bobje@mirinc.com		

Description of Request
(Addendum to "Derby Days" Special Event Application) - Provide at least 2 separate 20 amp circuits (not outlets) for band to hook up to in Lakeside Park. - Provide fire extinguisher at Lakeside Park for fire during evening of Derby Days. - Provide police and fire dept. presence at Lakeside Park during "Taste" and Music, Fireworks.

Event Information	Start Date: 9/18/10	End Date: 9/18/10
Days of Operation (check all that apply)		
<input type="checkbox"/> Sunday <input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday <input checked="" type="checkbox"/> Saturday		
Hours of Operation:		
Weekdays:		
Weekends: 5:00 - 10:00 (Music, "Taste", Fireworks)		

Requested City Assistance and/or Services

- Position bon fire ring in open flat area of picnic area at Lakeside Park
- Start fire at dusk
- Provide at least 2, 20amp circuits (not outlets) for band to hook up to at Lakeside park. The flatbed stage will be located near the electrical post on the lower flat area of the field below shelter #4.
- Provide police and fire dept. presence during music, "taste" and fireworks at Lakeside Park, during the hours of 5:00 - 10:00 p.m.
- Please waive any associated fees

Application Process and Fees

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

Attachments to be submitted with application

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

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

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

Applicant: BCAT -  Date: 8/19/10
 Property Owner: _____ Date: _____

Office Use - Dept Review	Inspection	Date	Approved/Denied	Inspector
Administration	<input type="checkbox"/> Site Inspection			
Office Use - Fees	Amount Received	Date Received	Method of Payment	Staff Initials
Processing Fee	<input type="checkbox"/> \$15.00			
\$15.00-Public entity/Non-profit	<input type="checkbox"/> \$50.00			
\$50.00-Individual/For-profit				
Escrow or cost incurred				



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**REQUEST TO SELL/TRANSFER
 GRAVESITES IN
 HAZELWOOD CEMETERY**

Policy

The City of Bayport will purchase unused gravesites, from the registered owner, at fifty (50) percent of the current graveside price. Transfer costs shall be shared equally by the owner and city.

Gravesite Description	
Block Number: 4	
Lot Number: 18	
Gravesite Number(s): 1 and 2	

Original Registered Deed Owner Information	
<i>This is the name of the individual who originally purchased the gravesites, as listed on the original deed</i>	

Full Name: Christ C. Johnson Living Deceased

Current Registered Deed Owner Information	
<i>This is the name and contact information for the individual who is currently listed on the deed as the owner. Please note that in order for an individual to be the owner, they must provide proof that the deed was transferred from the original owner or deeded to them in a will</i>	

Full Name: Same as above

Address:

City/State/Zip:

E-mail:

Applicant Information	
<i>If the person filling out this form is neither the original or current registered deed owner, please provide the following information</i>	

Full Name: Gordon E. Johnson

Address: 5590 Norwich PKWY, #211

City/State/Zip: Oak Park Hgts, MN E-mail: 55082

Home Phone Number: 651-275-3645 Work/Cell Phone Number:

Relationship to the original and/or current registered deed owner: son

Requested Action

The registered deed owner and/or applicant is requesting to (check one):

Sell unused gravesite(s) back to the City of Bayport

If selling an unused gravesite, please attach a current deed for the gravesite. If the current owner listed on the deed is deceased, please also provide a certificate of death for this individual.

Transfer the registered deed to another individual

If transferring a gravesite, please provide the following information for the new owner:

Full Name: Gordon E. Johnson P.O.D. Gordon E. Johnson Trust

Address: 5590 Norwich Pkwy. #211

City/State/Zip: Oak Park Hgts., MN 55082

Home Phone Number: _____ Work/Cell Phone Number: _____

E-mail: 651-275-3645

Signature of the Registered Deed Owner and Applicant

I hereby acknowledge that the information provided on this form is correct to the best of my knowledge, and hereby agree to the action that is being requested

Registered Deed Owner Signature: _____ Date: _____

Applicant Signature: Gordon E. Johnson Date: Aug 19, 2010

Office Use - Sell	Current gravesite(s) value	Current administration transfer fee	Incurred attorney fees	Total	Date check issued
Total fees	\$700.00-full gravesite \$300.00-cremains only	\$100.00/gravesite			NA
Applicant portion (50%)					

Office Use - Transfer	Current administration transfer fee	Incurred attorney fees	Total	Date paid/ check number	Date deed issued
Transfer fees <u>2 gravesites</u>	\$100.00/gravesite <u>\$200.00</u>	—	<u>\$200.00</u>	<u>8/20/10</u> <u>#9421</u>	

Gordon E. Johnson



City of Bayport
 294 North Third Street
 Bayport, Minnesota 55003
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 Fax 651-275-4411
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City of Bayport
SPECIAL EVENT APPLICATION

A special event application form is required for individuals or organizations who wish to hold a public or private event in the city and require the use of city property and/or special city services. For most special events, City Council approval is required. Therefore, it is important to plan ahead and submit the application form to City Hall at least two weeks prior to a regularly scheduled City Council meeting, which is usually held the first Monday of the month. For example, if the proposed event is to be held on June 15, 2010, the special event application form and fee must be submitted by May 24, 2010 in order to be considered at the June 7, 2010 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: <i>City of Bayport</i>	
Home Phone Number:	Work/Cell Phone Number:
Owner Address:	
City/State/Zip:	

Applicant Information	<input checked="" type="checkbox"/> Individual/For-profit organization	<input type="checkbox"/> Public entity/Non-profit organization
Applicant Name: <i>Shawn + Angela Binkley</i>		
Home Phone Number:	Work/Cell Phone Number: <i>651-491-0846</i>	
Address: <i>360 Minnesota St. S. Bayport MN 55003</i>		
City/State/Zip:		
Email Address: <i>Sbinkley@makemusic.com</i>		

Description of Request
<i>Tunnel of Terror</i>

Event Information	Start Date: <i>10-1-10</i>	End Date: <i>11-2-10</i>
Days of Operation (check all that apply)		
<input checked="" type="checkbox"/> Sunday <input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday <input type="checkbox"/> Saturday		
Hours of Operation:		
Weekdays:	<i>& only Halloween night for actual event.</i>	
Weekends:		

Requested City Assistance and/or Services

We request the usage of the hockey rink from Oct 1st - Nov 2nd for Tunnel of Terror. We request the 50th fee to be waived, as we are a community service and non profit. Also request use of garbage containers @ site.

Application Process and Fees

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

Attachments to be submitted with application

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

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

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

Applicant: Angela Berkley Date: 8-10-10

Property Owner: _____ Date: _____

Office Use - Dept. Review	Inspection	Date	Approved/Denied	Inspector
Administration	<input type="checkbox"/> Site Inspection			
Office Use - Fees	Amount Received	Date Received	Method of Payment	Staff Initials
Processing Fee	<input type="checkbox"/> \$15.00			
\$15.00-Public entity/Non-profit	<input checked="" type="checkbox"/> \$50.00			
\$50.00-Individual/For-profit				
Escrow or cost incurred				



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

Date: August 6, 2010

To: Mayor and City Council Members
City Administrator Mitch Berg

From: Police Chief Laura Eastman

Subject: Safety Camp and Night to Unite Donations

Please consider this memorandum as a request to accept donations for the annual Youth Safety Camp and Night to Unite. The donations help offset the cost for the food, beverages, presenters, services and equipment necessary for successful events.

The following is a list of businesses and or individuals who wish to donate:

American Legion, Hesley-Jenson Post 491	Food
Bayport Community Action League	Monetary Funds
Bayport Marina	Clothes-Door Prizes
Bayport Public Library Foundation	Grant/Band/Presenter
Bread Art	Food
Bureau of Criminal Apprehension	Presenter
Cedar Pet Clinic	Presenter
Cub Foods	Gift Certificate
Department of Corrections-Stillwater Prison	Staff Volunteers
Edge Martial Arts - Presenter	
First State Bank and Trust	Monetary Funds
George Siegfried Construction Company	Monetary Funds
Holiday Station Store-Bayport	Food, Ice
Kowalski's	Food, Water
Miller Excavating	Bikes
Minnesota Lynx/Timberwolves	Game Tickets
Minnesota's Arts and Cultural Heritage Fund	Presenter
Not Justa Café	Food, Bike
Stillwater Towing Company	Water, Kool-Aid
Target Corporation	Bike, Pop
The Boat Doctor	Monetary Funds
Woody's Bar and Grill	Food
Wynia Family	Monetary Funds



Bayport Fire Department

284 N. 3rd Street • Bayport, MN. 55003 • Hall (651) 439-6992 • Fax (651) 351-7051

Date: August 31, 2010

To: Mayor and City Council
Mitch Berg, City Administrator
City Staff

RE: Acknowledge donations to the Fire Department for a controlled burn for training purposes

The Bayport Fire Department would like to acknowledge and thank those who donated and participated in a recent controlled house burn for training purposes. There were a total of five fire departments that participated in the burn, which included Bayport, Hudson, Lake Elmo, Lower St. Croix Valley, and Stillwater. The following is a list of donations, which helped make this training opportunity possible:

Business Name	City	Donation
Andersen Windows	Bayport	Material for fire starts
Aggregate Industries	West Lakeland/Eagan	House/building for training burn
Buffalo Wild Wings	Oak Park Heights	Food
Kowalski's	Oak Park Heights	Food/beverages
Traffic Control Corporation	Oak Park Heights	Staff to coordinate training/donations
Wal-Mart	Oak Park Heights	Beverages
Country Side Photo	West Lakeland Township	Photography of training drill

Respectfully submitted,

Allen Eisinger
Captain/Training Officer
Bayport Fire Department



Bayport Fire Department

284 N. 3rd Street • Bayport, MN. 55003 • Hall (651) 438-6882 • Fax (651) 351-7051

8/31/2010

To: Honorable Mayor and council members
Mitch Berg, City Administrator
City Staff

RE: Replacement of Command/Deputy Chief vehicle

Currently our Deputy Chief vehicle is a 2001 Ford Taurus car that had been leased/rented from Stillwater Ford (Denny Hecker) for \$180.00 per month. For some time we have attempted to contact the dealership to trade in or upgrade the vehicle to a four wheel drive or at least a newer model with failed attempts and no returned calls. We also quit receiving the bill for the vehicle and had attempted to contact them several times again with no response and obviously now will get no response with what has happened to the dealership. We have referred the matter to our city attorney to see what can be done with vehicle to return it and to whom, or legally sell or dispose of it.

In the mean time, we have been looking at options to replace the vehicle and recently the Oakdale Fire Department has put a command vehicle up for sale as part of their vehicle rotation. It is a 2004 Chevrolet Tahoe with 44,000 miles, fully equipped for fire response and in excellent condition. The only work that would need to be done is a radio swap and a minimal graphic change.

We are asking the council to approve the purchase of the vehicle for \$19,500.00 from the fire equipment replacement fund.

Respectfully submitted,

Mike Bell
Fire Chief



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

Date: August 30, 2010
To: Mayor and City Council Members
From: Mitchell Berg, City Administrator
Subject: Final invoice for street seal coating

BACKGROUND

The City Council amended the seal coat budget from \$58,000 to \$45,000, in order to help balance the budget for 2010. The final invoice for seal coating came in at \$46,347.55, resulting in a change order of \$1,347.55, due to an adjustment in needed materials. As a result, I am asking the City Council to approve the adjusted seal coat amount.

RECOMMENDATION

Staff recommends the City Council adopt a motion approving the adjusted seal coat amount of \$46,347.55.

ALLIED BLACKTOP CO.
 BITUMINOUS CONTRACTORS
 10503 89TH AVENUE NORTH
 MAPLE GROVE, MINNESOTA 55369
 (763) 425-0575

INVOICE
NO. 14448

PAGE 1

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INVOICE DATE	INVOICE NO.	CUSTOMER NO.	PAYMENT TERMS	CONTRACT NO.
08/09/10	14448	BAY004	NET 30	

QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1.00	2010 STREET SEALCOAT PROGRAM	46347.7500	46,347.75
	ITEM:		
	1) CRS-2 EMULSION: 10,440 GAL @ 2.85 = \$29,754.00		
	2) FA-3 CL A 3/8" AGG: 375 TON @ 44.25 = \$16,593.75		

RECEIVED
 AUG 10 2010

ACCOUNT NUMBER 43100-422
 AMOUNT \$ 46,347.55
 AUTHORIZATION Walt
 SEALCOAT

GROSS	RETAINAGE	TAX	NET AMOUNT
46,347.75	.00	.00	46,347.75



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

DATE: September 1, 2010

TO: Mayor and City Council
City Administrator Mitchell Berg

FROM: Police Chief Laura Eastman

RE: Request to purchase a new replacement squad vehicle for the Police Department

BACKGROUND

I am requesting permission to purchase a four wheel drive, 2011 Tahoe SUV to replace the current 2005 Durango squad SUV. This squad vehicle will be used for inclement weather conditions and as the K9 squad.

I'm aware that Washington County Sheriff's Office (WCSO) uses the Tahoe for their SUV fleet and they have reported favorable results with the service and dependability of these vehicles. In addition, WCSO purchased their Tahoes from Ranger Chevrolet in Hibbing Minnesota, who can acquire the police package at state cost. I received a state bid from this dealership, which is \$ 30,970.54 and approximately \$ 8,000.00 dollars less expensive than a local dealership with a non-state bid.

In addition, I will be selling one forfeiture vehicle at the state auction to help augment the cost of this vehicle. The remaining cost will come out of the Capital Improvement Fund, which was budgeted for in 2011.

RECOMMENDATION

At this time and with your approval, I would like to move forward with ordering the Tahoe from the Ranger Chevrolet dealership to be purchased in January of 2011. Thank you for the consideration.

MEMORANDUM

Date: September 1, 2010

To: Bayport City Council

From: Mark Nagel, Facilitator
Riverfront Advisory Commission

RE: Draft Vision Statement, Goals, and Objectives

After guest speakers provided background information to the Riverfront Commission at meetings in April, May, and June, the process for developing a vision statement, goals, and objectives began with a training session on June 8. Commissioners were shown how to write vision statements, goals, and objectives, then the Delphi Technique process was outlined, so members could continue their work in between meetings.

Between the June and July meeting, commissioners came up with 8 different vision statements and 35 goals for the Bayport riverfront. For the July meeting, these were then narrowed and summarized to a single vision statement and 8 goals and distributed to commissioners for work on objectives. For the August meeting, the focus was to develop objectives to implement both the vision and goals for the Bayport riverfront. During that time, a total of 58 objectives were developed by the commission, and then narrowed down to 37, along with further refining of the wording of the vision statement and goals. The attached document, entitled Vision Statement, Goals, and Objectives, was developed by the commission and represents three months of work, which combined five different versions, in order to prepare an agreed upon draft for the City Council to consider.

The commission is requesting the City Council review and comment on the work of the commission to date. It should be noted that the commission understands that some, if not all of the objectives may come at a cost, of which the city may not have the necessary funding to move forward at this time. As a result, none of the objectives have been prioritized. Nevertheless, the commission believes that accomplishment of these goals and objectives is important, and will lead to more use of the riverfront by Bayport residents.

Based on City Council review and comment, the next steps would be for staff and the commission to pursue further development of feasibility/implementation plans for each objective. This would be followed by prioritizing objectives, and implementing the priority objectives under the continued guidance of both the commission and the City Council.

BAYPORT RIVERFRONT COMMISSION

September 1, 2010

VISION STATEMENT:

The City of Bayport, located on the scenic St. Croix River, will enhance its riverfront by combining environmental preservation, stewardship and sustainable management practices with accessible, community-oriented, and passive and active recreational opportunities.

GOALS/OBJECTIVES:

1. Riverfront enhancements will be sustainable and improve and protect the surrounding, natural riverine habitat.
 - 1.1 Stormwater runoff will be managed effectively along the river through the use of rain gardens
 - 1.2 Residential lots redeveloped for single-family housing should be sustainable, green in design and non-intrusive to the river
 - 1.3 Any future parking areas should not be impervious; use of porous pavement technology is one example to eliminate the need for costly stormwater filtration, retain more green space, and preserve more area for recreation
 - 1.4 Retain more green space and preserve more area for recreation
 - 1.5 Restore a wide strip of native vegetation in Lakeside Park from the beach to the southern boundary
 - 1.6 Seek alternatives to the use of lawn chemicals on permeable soils to reduce pollution in the river
2. The public will have increased access to the river using the existing boat ramp.
 - 2.1 No new boat launch should be included in the Lakeside Park Master Plan
 - 2.2 Upgrade the current boat ramp by increasing the angle of entry for better low pool river access, install new concrete steps, and investigating the possible dredging of the existing 4th Avenue North boat launch
 - 2.3 Develop better directional signage to the current boat ramp

- 2.4 Advertise the location and free use of the current boat ramp to Bayport residents
 - 2.5 Review adding more parking spaces, along with other terms for use, with Andersen Corporation to increase use of current boat ramp
3. Increase connectivity to the riverfront for downtown businesses and residents.
 - 3.1 Improve bike/hike trails along the river and connect them to the downtown
 - 3.2 Connect bike/hike trails with Washington County trails and those of other communities
 - 3.3 There should be a public, “transient” dock that enables boaters to “tie up” and use downtown businesses
4. The riverfront will have additional recreational opportunities that generate a sense of community for all residents.
 - 4.1 A handicapped accessible, free, portable pier will be constructed
 - 4.2 Promote family-friendly outdoor activities i.e. a Bayport Community Picnic, a summer music series, arts and crafts fair, planned summer recreational activities on the riverfront for kids
 - 4.3 Consider adding more picnic shelters with tables and grills for rent for family and business events
 - 4.4 More seating by the river for passive enjoyment of river scenery – families could receive a plaque for contributing a bench
 - 4.5 Public Works staff will trim trees on a regular basis to create better vistas for existing seating on the river
 - 4.6 The City will address the sanitary problem of the rising goose population at Lakeside Park
 - 4.7 Construction of a bandshell for outdoor concerts and plays should be studied
5. Land that becomes available along the river should be reviewed by the City for purchase to enhance both active and passive recreational activities.
 - 5.1 Consider renewing the Girl Scout property lease on the SE corner of Lakeside Park
 - 5.2 Strengthen the long term relationship with Andersen Corporation for long term use of the current boat ramp
 - 5.3 Identify key lots along the riverfront for possible purchase by the City to enhance recreational opportunities
 - 5.4 If land becomes available, then consider a canoe/kayak rental business, or other business operations

- 5.5 If land becomes available, then consider a fishing charter business, or other low impact tourism based businesses
- 5.6 Develop an ongoing funding source for implementing the Vision, Goals and Objectives
- 6. The use of the public beach house should be expanded to be a center for indoor/outdoor activities along the river.
 - 6.1 Consider a vendor contract to provide food, sell/rent convenience items, and lease space for events
 - 6.2 Promote an increase in winter recreational activities, such as snowshoeing, X-country skiing, ice skating
 - 6.3 Create a free skate rink near the public beach house and use the beach house as a warming house
 - 6.4 Use the public beach house for rotating local artist displays and arts and crafts shows
 - 6.5 Schedule educational activities, such as DNR programs, Friends of the St. Croix programs, a guest speaker series focusing on river ecology and preservation
- 7. The riverfront will focus on creating “tie ins” to local businesses in town to further their business.
 - 7.1 Create a summer evening event that features Bayport restaurants
 - 7.2 Develop a “tie in”, such as a family movie night, to the Monday night Farmer’s Market
 - 7.3 Create a City Picnic event to showcase Lakeside Park
- 8. Improve educational opportunities to help residents develop a stewardship commitment for the future of the riverfront.
 - 8.1 Cooperative relationships for programming with the DNR, Washington County, Master Gardeners, etc. should be explored to educate residents on stewardship of the river
 - 8.2 Find a sponsor to create a St. Croix River education series aimed at children
 - 8.3 Explore links with the Stillwater School District to use the Lakeside Park Beach House for educating children on stewardship of the river

**CITY OF BAYPORT
RIVERFRONT ADVISORY COMMISSION
MEETING MINUTES
Wednesday, August 11, 2010**

CALL TO ORDER

Staff present: Facilitator Mark Nagel and City Administrator Mitch Berg

Members present: Dan Goldston, Lecia Kluver, Mary Lanz, Sandy Ness, Jim Selmecki, Robert McManus, and Tim Siegfried

CALL TO ORDER:

The August meeting of the commission was called to order at 6:08 p.m. in the Lakeside Park Beach House.

APPROVAL OF AGENDA

It was moved by Commissioner Lanz and seconded by Commissioner Goldston to approve the August 11, 2010 agenda as printed. Motion carried.

COMMENTS FROM THE PUBLIC

As there were no members of the public present, there were no comments from the public.

APPROVAL OF MINUTES

It was moved by Commissioner Kluver and seconded by Commissioner Selmecki to approve the meeting minutes of Tuesday, June 8, 2010 and Tuesday, July 13, 2010, with the revision to the July 13, 2010 minutes that Commissioner Ness was not present at the meeting. Motion carried.

CITY COUNCIL UPDATE

Commissioner Goldston summarized the update that he provided to the City Council on the proceedings from the commission's July 13, 2010 meeting. There was also consensus from the commission to have Facilitator Nagel speak on the Vision, Goals, and Objectives of the commission at the Tuesday, September 7, 2010 City Council meeting, along with city staff and commission members present to answer any additional questions.

STAFF UPDATE

City Administrator Mitch Berg discussed and outlined the remaining schedule for the commission to meet the January 1, 2011 deadline. The draft of the Vision, Goals, and Objectives will be presented to the City Council on Tuesday, September 7, 2010. It is anticipated that City Council will provide further direction to the commission based on their comments on the Vision, Goals, and Objectives. Once the City Council is able to comment, staff will likely address the feasibility of the agreed upon Goals and Objectives. These would then be brought back to the commission for further discussion and prioritization. Once the commission further discusses and prioritizes the Goals and Objectives, the Goals and Objectives will be brought before the City Council for final action. Administrator Berg then turned over the meeting to Facilitator Nagel for further work on the Vision, Goals, and Objectives.

There was discussion if the work of the commission could be achieved prior to the January 2011 deadline. Administrator Berg explained the remaining timeline for the commission to complete their work can be changed if the commission wanted to finish their duties by the January 2011 deadline.

VISIONING PLAN

Facilitator Nagel explained a handout summarizing the Delphi Technique process utilized over the last month to assist commissioners in continuing the development of an agreed upon a Vision Statement, Goals and Objectives. He said that the focus of the process for July and early August had been to revise the Vision Statement and Goals, while adding Objectives to achieve those Goals. He said that commissioners had developed 36 Objectives since the July meeting to implement the Vision and Goals for the riverfront. He reviewed version 3 of the Draft Vision Statement, Goals and Objectives with commissioners and led a discussion on them. Commissioners spent the next hour revising the draft Vision Statement, further redefining the Goals, and developing Objectives.

Facilitator Nagel stated the next step is for commissioners to review the completed draft to be presented to the City Council on Tuesday, September 7, 2010 at 6:00 p.m. He said that he will provide this summary of the Vision Statement, Goals, and Objectives to commissioners by Tuesday, August 24, so that commissioners can provide final feedback by Tuesday, August 31, to be included in the City Council packets for the September meeting.

OTHER

The next meeting of the City of Bayport Riverfront Advisory Commission will be held on Tuesday, September 14, 2010 at 6:00 p.m. at Bayport City Hall.

ADJOURNMENT

A motion was made by Commissioner McManus and seconded by Commissioner Kluver to unanimously adjourn at 7:42 p.m.



MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Barry Peters, PE, City Engineer

DATE: August 10, 2010

RE: St. Michael Cemetery Street Vacations
SEH No. A-BAYPO0801.00 14.00

The City has received a request for the vacation of several streets in the St. Michael Cemetery located north of 5th Avenue North (CSAH 14) and east of 6th Street North. The request to vacate was submitted by St. Charles Catholic Church in Bayport, the owners of the cemetery. Attached is a drawing of the requested street vacation areas.

Background

The streets under consideration are located in St. Michael Cemetery. The streets were platted as a part of the 1858 plat of Secret and Perra's Addition to Baytown. At present, there are existing graves located within the many of the street vacation areas. The street vacations requested are generally for:

- Plumb Street – all of the 30 foot wide half right of way between Fifth Street and 6th Street (Washington County R/W Plat No. 144)
- Fifth Street – all of the 30 foot wide right of way between 6th Avenue North (platted as Oak Street) and Plumb Street
- Fourth Street – all of the 60 foot wide right of way between 6th Avenue North (platted as Oak Street) and Plumb Street
- Fourth Street – the easterly 30 foot wide right of way between 5th Avenue North (CSAH 14) and 6th Avenue North (platted as Oak Street). The westerly half of the right of way was previously vacated.
- Oak Street (now known as 6th Avenue North) – the southerly 10 feet between Fourth Street and 6th Street North (Washington County R/W Plat No. 144)

The attached drawing shows the requested vacation areas. Also attached are the descriptions of the requested vacations.

There are no City utilities (sanitary sewer, water or storm sewer) or City owned and maintained streets within any of these right of ways under consideration.

Private utilities, gas, electric, telephone, cable, etc., were not field located but it is unlikely that any of these utilities exist in the requested areas of vacation due to the use as a cemetery.

Recommendations

There are two options that the City can consider on this vacation request. The Council can decide to:

1. Deny the street vacation in total.
2. Approve the vacations as requested and shown on the attached drawing,

Bayport does not have any City utilities or streets that would be affected the requested street vacation. As noted, it is unlikely that private utilities are in the area that would be affected. The requested vacations

St. Michael Cemetery Street Vacations
August 10, 2010
Page 2

continues to provide for right-of-way over that part of 6th Avenue North (platted as Oak Street) that contains the access road from 6th Street to Hazelwood Cemetery. From the engineering standpoint, the requested vacations will not impact the City and their maintenance needs. Therefore, I am recommending that the City approve the requested vacations as shown.

This vacation will require a Public Hearing which will be held at the September 7, 2010 meeting. Attached is a copy of a resolution that can be used to grant the vacation. I will be available to discuss this issue with the Council at that meeting.

bcp

Attachments

c: Mitch Berg, City Administrator
Sara Taylor, Assistant Administrator, Planner
Nick Vivian, City Attorney

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Vacation Descriptions

Plumb Street

That part of Plumb Street right of way as platted in Secrest & Perra's Addition to Baytown, located in the Southeast Quarter of Section 3, Township 29 North, Range 20 West, City of Bayport, Washington County, Minnesota described as follows:

Commencing at the northwest corner of Secrest & Perra's Addition to Baytown as platted and recorded, this also being the POINT OF BEGINNING of the right of way to be described; Thence, North 89 degrees 57 minutes 39 seconds East on the north line of the Plumb Street right of way 670.85 feet to a point on the west right of way line of Washington County State Aid Highway Number 28 as recorded on Right of Way Plat Number 144; Thence, South 02 degrees 24 minutes 40 seconds East on said west right of way line 30.03 feet to a point on the south right of way line of said Plumb Street; Thence, South 89 degrees 57 minutes 39 seconds West on the south right of way line of said Plumb Street right of way 671.0 feet, more or less, to a point on the west right of way line of Fifth Street as platted in Secrest & Perra's Addition to Baytown; Thence, North 00 degrees 29 minutes 37 seconds West on said west right of way line 30.00 feet to the POINT OF BEGINNING and there terminating.

Fifth Street

That part of Fifth Street right of way in Secrest & Perra's Addition to Baytown, located in the Southeast Quarter of Section 3, Township 29 North, Range 20 West, City of Bayport, Washington County, Minnesota described as follows;

Commencing at the southwest corner of Block 4, Secrest & Perra's Addition to Baytown as platted and recorded, this also being the POINT OF BEGINNING of the right of way to be described; Thence, South 89 degrees 57 minutes 39 seconds West on the westerly extension of the south line of said Block 4 a distance of 30.00 feet to a point on the west right of way line of Fifth Street as platted in said addition; Thence, North 00 degrees 29 minutes 37 seconds West on the west line of said Fifth Street right of way 300.15 feet to its intersection with the westerly extension of the north line of said Block 4; Thence, North 89 degrees 57 minutes 39 seconds East on said westerly extension 30.00 feet to the northwest corner of said Block 4; Thence, South 00 degrees 29 minutes 37 seconds East on the west line of said Block 4 a distance of 300.15 feet to the POINT OF BEGINNING and there terminating.

Fourth Street

That part of Fourth Street right of way in Secrest & Perra's Addition to Baytown, located in the Southeast Quarter of Section 3, Township 29 North, Range 20 West, City of Bayport, Washington County, Minnesota described as follows:

Commencing at the southwest corner of Block 3, Secrest & Perra's Addition to Baytown as platted and recorded, this also being the POINT OF BEGINNING of the street right of way to be described; Thence, South 89 degrees 57 minutes 39 seconds West 60.00 feet to the southeast corner of Block 4 of said addition; Thence, North 00 degrees 29 minutes 37 seconds West on the east line of said Block 4 a distance of 300.00 feet to the northeast corner of said Block 4; Thence, North 89 degrees 57 minutes 39 seconds East 60.00 feet to the northwest corner of said Block 3; Thence, South 00 degrees 29 minutes 37 seconds East on the west line of said Block 3 a distance of 300.00 feet to the POINT OF BEGINNING and there terminating.

The East One-Half of Fourth Street

That part of the Fourth Street right of way in Secrest & Perra's Addition to Baytown, located in the Southeast Quarter of Section 3, Township 29 North, Range 20 West, City of Bayport, Washington County, Minnesota described as follows:

Commencing at the southwest corner of Block 6, Secrest & Perra's Addition to Baytown as platted and recorded, this also being the POINT OF BEGINNING of the right of way to be described; Thence, South 89 degrees 57 minutes 39 seconds West on the westerly extension of the south line of said Block 6 a distance of 30.00 feet to a point on the center line of said Fourth Street right of way; Thence, North 00 degrees 29 minutes 13 seconds West on said center line 310.01 feet to a point on the north line of the south 10.00 feet of the Oak Street right of way (Now known as 6th Avenue North); Thence, North 89 degrees 57 minutes 39 seconds East on said north line 30.00 feet to a point on the northerly extension of the west line of said Block 6; Thence, South 00 degrees 29 minutes 13 seconds East on said west line 310.01 feet to the POINT OF BEGINNING and there terminating.

Oak Street (Now known as 6th Avenue North)

That part of Oak Street (Now known as 6th Avenue North) as platted in Secrest & Perra's Addition to Baytown, located in the Southeast Quarter of Section 3, Township 29 North, Range 20 West, City of Bayport, Washington County, Minnesota described as follows:

Commencing at the northwest corner of Block 6, Secrest & Perra's Addition to Baytown as platted and recorded, this also being the POINT OF BEGINNING of the right of way to be described; Thence, North 00 degrees 29 minutes 13 seconds West on the northerly extension of the west line of said Block 6 a distance of 10.00 feet to the north line of the south 10.00 feet of Oak Street right of way (Now known as 6th Avenue North) as platted in said Secrest & Perra's Addition; Thence, North 89 degrees 57 minutes 39 seconds East on said north line 295.49 feet to the west right of way line of Washington County State Aid Highway Number 28 as recorded on Right of Way Plat Number 144; Thence, South 00 degrees 29 minutes 47 seconds East on said west right of way line 10.00 feet to the north line of said Block 6; Thence, South 89 degrees 57 minutes 39 seconds West on said north line of Block 6 a distance of 295.88 feet to the POINT OF BEGINNING and there terminating.

RESOLUTION NO. _____

**EXTRACT OF THE MINUTES OF MEETING OF THE CITY COUNCIL OF THE CITY OF
BAYPORT, WASHINGTON COUNTY, MINNESOTA
HELD SEPTEMBER 7, 2010**

Pursuant to due call and notice therefore, a regular meeting of the City Council of the City of Bayport, Minnesota was duly held at the Bayport City Hall in said municipality on the 7th day of September, 2010, at 6:00 p.m.

The following members were present:

The following members were absent:

Councilmember _____ introduced the following resolution and moved its adoption:

**RESOLUTION AUTHORIZING THE VACATION OF THOSE PORTIONS OF PLUMB
STREET, FIFTH STREET, FOURTH STREET, AND OAK STREET (NOW KNOWN AS 6TH
AVENUE NORTH) ON THE PLAT OF SECREST AND PERRA'S ADDITON TO BAYTOWN IN
BAYPORT, WASHINGTON COUNTY, MINNESOTA**

WHEREAS, the city has received a request from St. Charles Catholic Church in Bayport, ("St. Charles") 409 3rd Street North, for the vacation of those parts of Plumb Street, Fifth Street, Fourth Street and Oak Street (now known as 6th Avenue North) on the plat of Secrest and Perra's Addition to Baytown described as follows:

That part of Plumb Street right of way as platted in Secrest & Perra's Addition to Baytown, located in the Southeast Quarter of Section 3, Township 29 North, Range 20 West, City of Bayport, Washington County, Minnesota described as follows:

Commencing at the northwest corner of Secrest & Perra's Addition to Baytown as platted and recorded, this also being the POINT OF BEGINNING of the right of way to be described; Thence, North 89 degrees 57 minutes 39 seconds East on the north line of the Plumb Street right of way 670.85 feet to a point on the west right of way line of Washington County State Aid Highway Number 28 as recorded on Right of Way Plat Number 144; Thence, South 02 degrees 24 minutes 40 seconds East on said west right of way line 30.03 feet to a point on the south right of way line of said Plumb Street; Thence, South 89 degrees 57 minutes 39 seconds West on the south right of way line of said Plumb Street right of way 671.0 feet, more or less, to a point on the west right of way line of Fifth Street as platted in Secrest & Perra's Addition to Baytown; Thence, North 00 degrees 29 minutes 37 seconds West on said west right of way line 30.00 feet to the POINT OF BEGINNING and there terminating.

AND

That part of Fifth Street right of way in Secrest & Perra's Addition to Baytown, located in the Southeast Quarter of Section 3, Township 29 North, Range 20 West, City of Bayport, Washington County, Minnesota described as follows;

Commencing at the southwest corner of Block 4, Secrest & Perra's Addition to Baytown as platted and recorded, this also being the POINT OF BEGINNING of the right of way to be described; Thence, South 89 degrees 57 minutes 39 seconds West on the westerly extension of the south line of said Block 4 a distance of 30.00 feet to a point on the west right of way line of Fifth Street as platted in said addition; Thence, North 00 degrees 29 minutes 37 seconds West on

the west line of said Fifth Street right of way 300.15 feet to its intersection with the westerly extension of the north line of said Block 4; Thence, North 89 degrees 57 minutes 39 seconds East on said westerly extension 30.00 feet to the northwest corner of said Block 4; Thence, South 00 degrees 29 minutes 37 seconds East on the west line of said Block 4 a distance of 300.15 feet to the POINT OF BEGINNING and there terminating.

AND

That part of Fourth Street right of way in Secrest & Perra's Addition to Baytown, located in the Southeast Quarter of Section 3, Township 29 North, Range 20 West, City of Bayport, Washington County, Minnesota described as follows:

Commencing at the southwest corner of Block 3, Secrest & Perra's Addition to Baytown as platted and recorded, this also being the POINT OF BEGINNING of the street right of way to be described; Thence, South 89 degrees 57 minutes 39 seconds West 60.00 feet to the southeast corner of Block 4 of said addition; Thence, North 00 degrees 29 minutes 37 seconds West on the east line of said Block 4 a distance of 300.00 feet to the northeast corner of said Block 4; Thence, North 89 degrees 57 minutes 39 seconds East 60.00 feet to the northwest corner of said Block 3; Thence, South 00 degrees 29 minutes 37 seconds East on the west line of said Block 3 a distance of 300.00 feet to the POINT OF BEGINNING and there terminating.

AND

That part of the Fourth Street right of way in Secrest & Perra's Addition to Baytown, located in the Southeast Quarter of Section 3, Township 29 North, Range 20 West, City of Bayport, Washington County, Minnesota described as follows:

Commencing at the southwest corner of Block 6, Secrest & Perra's Addition to Baytown as platted and recorded, this also being the POINT OF BEGINNING of the right of way to be described; Thence, South 89 degrees 57 minutes 39 seconds West on the westerly extension of the south line of said Block 6 a distance of 30.00 feet to a point on the center line of said Fourth Street right of way; Thence, North 00 degrees 29 minutes 13 seconds West on said center line 310.01 feet to a point on the north line of the south 10.00 feet of the Oak Street right of way (Now known as 6th Avenue North); Thence, North 89 degrees 57 minutes 39 seconds East on said north line 30.00 feet to a point on the northerly extension of the west line of said Block 6; Thence, South 00 degrees 29 minutes 13 seconds East on said west line 310.01 feet to the POINT OF BEGINNING and there terminating.

AND

That part of Oak Street (now known as 6th Avenue North) as platted in Secrest & Perra's Addition to Baytown, located in the Southeast Quarter of Section 3, Township 29 North, Range 20 West, City of Bayport, Washington County, Minnesota described as follows:

Commencing at the northwest corner of Block 6, Secrest & Perra's Addition to Baytown as platted and recorded, this also being the POINT OF BEGINNING of the right of way to be described; Thence, North 00 degrees 29 minutes 13 seconds West on the northerly extension of the west line of said Block 6 a distance of 10.00 feet to the north line of the south 10.00 feet of Oak Street right of way (now known as 6th Avenue North) as platted in said Secrest & Perra's Addition; Thence, North 89 degrees 57 minutes 39 seconds East on said north line 295.49 feet to the west right of way line of Washington County State Aid Highway Number 28 as recorded on Right of Way Plat Number 144; Thence, South 00 degrees 29 minutes 47 seconds East on said west right of way line 10.00 feet to the north line of said Block 6; Thence, South 89 degrees 57

minutes 39 seconds West on said north line of Block 6 a distance of 295.88 feet to the POINT OF BEGINNING and there terminating.

WHEREAS, a public hearing to consider the requested vacation was held on the 7th day of September, 2010, before the City Council at City Hall at 6:00 p.m. after due publication and posted notice had been given, as well as personal mailed notice to all affected property owners and all interested and affected persons were given an opportunity to voice their concerns and be heard; and

WHEREAS, the City Council in its discretion has determined that the vacation will benefit the public interest for the following reasons:

1. The requested vacation areas are not necessary to any public purpose.
2. The city does not perform maintenance on the private streets located within the requested vacation areas.
3. Grave sites are presently located within several of the requested vacation areas.
4. There are no city sanitary sewer, water mains, or storm sewers running under, across or over the requested vacation areas.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Bayport, Washington County, Minnesota, that those portions Plumb Street, Fifth Street, Fourth Street, Oak Street (now known as 6th Avenue North) on the plat of Secrest and Perra's Addition to Baytown, Washington County, Minnesota as described herein is hereby vacated;

BE IT FURTHER RESOLVED, that the Mayor and City Administrator are hereby authorized to execute all documents necessary to effectuate the intent of this resolution.

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

Jon Nowaczek -
Connie Carlson -
Dan Johnson -

Torry Kraftson -
Judy Seeberger -

Passed by the City Council, City of Bayport, Washington County, Minnesota, this 7th day of September, 2010.

ATTEST:

Mitch Berg, City Administrator

Jon Nowaczek, Mayor

MEMORANDUM

DATE: August 10, 2010

TO: City Council (September 7th meeting)
Mitch Berg, City Administrator

FROM: Sara Taylor, Assistant City Administrator/Planner

SUBJECT: Consider an amendment to Appendix B – Zoning, Section 3 – Definitions, and an amendment to Section 6 – B-1 Limited Business, to allow a limited transit vehicle storage facility and a heavy commercial vehicle repair and maintenance business with a conditional use permit (CUP) at 204 2nd Avenue South

A. BACKGROUND

In April of this year, the city received an application, submitted by applicant Matt Liveringhouse and property owner Dave Schulte, requesting this property be utilized as a limited transit storage facility, which would entail dispatch and storage of small or mid-size bus or passenger vans. On May 17, 2010, the Planning Commission held a public hearing to consider the request, at which time the applicant requested that light, routine maintenance of transit vehicles also be allowed at the property, as an accessory use to the business. However, before the city took final action to approve or deny the application, the applicant, after consideration of his long-term business plan, withdrew this application.

In July of this year, the city received a new application, submitted by applicant Matt Liveringhouse and property owner Dave Schulte, requesting the use of the property as both a limited transit vehicle storage facility and/or a heavy commercial vehicle repair and maintenance business, non-exclusive to transit vehicles. Included with the application are specific conditions under which the applicant intends to utilize the property, which differs significantly from the previous application. Additionally, the new application lists conditions/site improvements, previously recommended by the city, that are not acceptable to the applicant.

The Planning Commission held the required public hearing on August 16, 2010. Notice of the hearing was mailed to all property owners within 350' of the subject property and published in the Stillwater Gazette on July 29, 2010. The following informational items are attached:

- narrative by the applicant
- staff report dated May 18, 2010 with attachments and required site improvements

B. STAFF COMMENTS AND SUGGESTED FINDINGS OF FACT

Staff has already provided background information, comments, and a recommendation related to the limited transit storage facility within the May 18, 2010 staff report, which is attached for reference. Staff's position has not changed and therefore did not feel it was necessary to provide more than a brief commentary in this report. However, for other requests associated with the application, please refer to the comments and findings below.

1. Amendment to Section 3 – Definitions, to define a limited transit vehicle storage facility

Because many terms listed within the city’s zoning ordinance are self explanatory, many of them are not explicitly defined within the definitions section of the ordinance. However, for terms that may be ambiguous or unclear, it is prudent to specifically define the term, as is the case with “limited transit vehicle storage facility.” Staff feels the following definition captures the intent of the term and recommends Section 3 – Definitions be amended as follows:

Limited transit vehicle storage facility. An indoor parking garage designated to store small or mid-size bus or passenger vans for use in transporting up to 16 passengers, not goods or services. The facility shall allow storage and dispatching of these vehicles, but does not allow for pick-up or drop-off of passengers at the facility at any time. As an accessory use, the facility may contain a small office area for employee use during business hours and may permit light, routine maintenance of limited transit vehicles associated with the business, to include oil changes, vehicle inspections, tire changes, and brake pad replacement, inside the building, during limited business hours.

2. Amendment to Section 6 – B-1 Limited Business, to allow a limited transit vehicle storage facility as a conditional use in this zoning district and a conditional use permit to allow the use at 204 2nd Avenue South

For complete detail, including a description of the use, suggested findings of fact to approve the use, conditions of approval, and recommended site improvements, please refer to the attached staff report dated May 18, 2010. Staff feels that a limited transit vehicle storage facility would be compatible as a conditional use within the B-1 zoning district and the city’s comprehensive land use plan, and therefore recommends approval.

3. Mitigation of city code violations related to property maintenance and required site improvements

Until earlier this year, the property was vacant and advertised for sale, during which time property maintenance was severely neglected and caused much deterioration of the building and grounds. Due to the tough economic times and the fact that the property was not generating any rental income, the city felt it was appropriate to grant some leniency with regard to site improvements, as requested by the property owner. However, despite the current business activity, the property owner nor applicant have made efforts to improve the overall appearance and condition of the property, which continues to be non-compliant with city code and has generated recent complaints.

In conjunction with the initial application submitted by the applicant, staff prepared a list of site improvements and notified the applicant and property owner such improvements would be required as a condition of approval of the application, to bring the property into compliance with city code. To date, neither the applicant or property owner has made an attempt to complete these improvements. In addition, the applicant has stated in his application narrative that several of the improvements will not be initiated until May of 2011, or are unacceptable and will not be completed at all.

It is staff’s opinion that because these improvements are required to bring the property into compliance with city code and mitigate blight, these improvements are not negotiable. Staff also feels the city has been more than lenient with regard to deferring

the improvements and creating a reasonable implementation schedule for these improvements. As such, staff recommends the site improvement schedule be required by the property owner and upheld, as presented, regardless of whether a conditional use permit is issued as part of this application (see attached staff report dated May 18, 2010 for a list of specific improvements and deadlines).

4. Amendment to Section 6 – B-1 Limited Business, to allow heavy commercial vehicle repair and maintenance as a conditional use in this zoning district and a conditional use permit to allow the use at 204 2nd Avenue South

For background information on previous land use issues and concerns at the property, please refer to the attached staff report dated May 18, 2010. The B-1 Limited Business zoning district is intended to allow for the development of low impact business, with limited public contact and other similar uses which are compatible with residential neighborhoods. This district may also act as a transitional or buffer district between residential and commercial uses, as long as there is minimal impact to adjacent properties.

In order to honor the type of land use intended for the site, and prevent a reoccurrence of past violations and overuse of the property, staff feels that heavy commercial vehicle repair and maintenance is not a suitable use for the property. For these reasons, staff does not recommend approval of the amendment to allow such use in this zoning district, nor this specific property.

C. *PLANNING COMMISSION ACTION*

At its meeting on August 16, 2010, the Planning Commission held a public hearing and considered the application submitted by the applicant. Because the Planning Commission already reviewed and recommended approval of the request for the limited transit vehicle storage facility at a previous meeting, discussion primarily focused on whether commercial vehicle and automotive repair was a suitable use for the B-1 zoning district. Based on the negative effects the previous heavy truck repair facility had on the property and the neighborhood, and that commercial vehicle and automotive repair did not fit within the defined purpose or scope of the B-1 zoning district, the Planning Commission felt the use was not suitable for the property. In addition, the Planning Commission expressed disappointment that the applicant nor property owner had made an effort to improve the condition of the property over the last few months and reiterated that regardless of whether transit storage facility continued, it was the responsibility of the property owner to bring the property into compliance with city code within the timeline delineated by staff.

Following the discussion, the Planning Commission voted 4-0 to recommend approval of an amendment to Section 3 – Definitions, to define a limited transit vehicle storage facility, an amendment to Section 6 – B-1 Limited Business, to allow a limited transit vehicle storage facility as a conditional use in this zoning district, and a conditional use permit to allow a limited transit vehicle storage facility at 204 2nd Avenue South. Approval was subject to the findings of fact and conditions of approval included in the staff report and as recommended by staff, including mitigation of city code violations related to property maintenance by the property owner, regardless of whether the limited transit storage facility is continued at the property.

The Planning Commission then voted 4-0 to recommend denial of an amendment to Section 6 – B-1 Limited Business, to allow heavy commercial vehicle repair and maintenance as a conditional use in this zoning district and denial of a conditional use permit to allow heavy

commercial vehicle repair and maintenance at 204 2nd Avenue South. Findings of fact were as stated in the staff report.

D. RECOMMENDATION

Staff recommends approval of the following:

- Mitigation of city code violations related to property maintenance and required site improvements at 204 2nd Avenue South by the property owner, as designated on the improvement schedule, regardless of whether a conditional use permit is issued for the property
- An ordinance amendment to Section 3 – Definitions to define a limited transit vehicle storage facility
- An ordinance amendment to Section 6 – B-1 Limited Business, to allow a limited transit vehicle storage facility as a conditional use in this zoning district
- A resolution approving a conditional use permit to allow a limited transit vehicle storage facility at 204 2nd Avenue South, subject to mitigation of city code violations related to property maintenance and required site improvements

Staff does not recommend approval of the following:

- An ordinance amendment to Section 6 – B-1 Limited Business, to allow heavy commercial vehicle repair and maintenance as a conditional use in this zoning district
- A conditional use permit to allow heavy commercial vehicle repair and maintenance at 204 2nd Avenue South

Suggested findings of fact and conditions of approval are stated in this staff report, as well as the attached staff report dated May 18, 2010. City Council action to approve or deny the application is requested.

Memo

To: City of Bayport
From: Matt Liveringhouse
CC:
Date: 7/7/2010
Re: Conditional Use Permit

Use: It is imperative that Midwest Paratransit Services, Inc. (MPS) to utilize all the resources that this facility has potential for. MPS intends to use the facility in the following manner:

1. **Storage of vehicles:** Up to 15 small buses will be stored inside the facility and up to 6 vehicles will be parked outside in designated areas.
2. **Vehicle Operator Deployment:** Vehicle operators will report to this facility daily to prepare to operate transit services. These activities include vehicle inspections, vehicle cleaning, and administrative functions.
3. **Vehicle Maintenance:** General vehicle maintenance will be provided for the buses assigned to the facility. Maintenance procedures include oil changes, tire maintenance, inspections, fluid changes, and filter replacement.
4. **Vehicle Repairs:** Complete repair services will be provided for buses assigned to the facility. The repairs include break replacements, suspension, drive train repair, engine repair or replacement, transmission repair or replacement.
5. **Vehicle Body Repair:** Complete repair services for body damage.
6. **Commercial Vehicle Repair and Maintenance:** Provide repair and maintenance services commercially.

Improvements: MPS will make improvements to the facility in a two year time-line. These improvements would be initiated by May 2011. The improvements will include:

1. Repair the fence surrounding the facility.
2. Remove the brush and plant shrubbery.
3. Grade the rear of the building.
4. Add a rain garden.
5. Plant grass.

6. Build a 3000' addition to the cold storage garage.
7. Delineate parking area.
8. Paint the front of the building and the garage doors.

Conditions not Acceptable to MPS:

1. Pave the parking lot area and will use the curbs that are in place.
2. Hook up to City Sewage and water.
3. Limit the maintenance and repair activities of the facility.
4. Limit the hours of use of the facility.
5. Require building inspections.
6. Require additional expenditures for building improvements.

MEMORANDUM

DATE: May 18, 2010

TO: City Council (June 7th meeting)
Mitch Berg, City Administrator

FROM: Sara Taylor, Assistant City Administrator/Planner

SUBJECT: Consider a request for an ordinance amendment to Appendix B – Zoning of the Bayport City Code to allow a limited transit vehicle storage facility as a conditional use in the B-1 Limited Business zoning district and a CUP to allow a limited transit vehicle storage facility at the property located at 204 2nd Avenue South

A. INTRODUCTION

The property is located at 204 2nd Avenue South and is legally described as Lots 9-10, Block 75 Bayport, Washington County, Minnesota. The parcel contains an existing garage/office building that has been unoccupied for the past three years, but was previously used for a heavy truck repair business. The property is zoned B-1 Limited Business and is surrounded by a combination of residential, commercial, and industrial uses. The property is guided for commercial use in the city's comprehensive plan.

The applicant Matt Liveringhouse is currently leasing the property from owner Dave Schulte and operating a limited transit vehicle storage facility, which is not permitted under the existing city code. About a month ago, it was brought to the city's attention that this use was actively operating at the property in violation of city code, at which time the applicant and property owner were notified that the use is not permitted and for the city to permit such use, they would need to seek and obtain an amendment to the zoning code to allow the use and obtain a CUP.

Due to the fact that the applicant was unaware of the zoning restrictions, and has applied for the text amendment and CUP, the city felt it was reasonable to suspend code enforcement on this issue, pending the text amendment and CUP application being heard by the Planning Commission and City Council. The applicant understands that they are proceeding at their own risk and that their use could be shut down at any time with any capital investment on their part lost. If approved, the applicant has indicated his intent to purchase the property from the current owner and continue the use long-term at this location. As part of the CUP, the property will be subject to site plan review and conditions of approval.

The Planning Commission held the required public hearing on May 17, 2010. Notice of the hearing was mailed to all property owners within 350' of the subject property and published in the Stillwater Gazette on April 29, 2010.

The following informational items are attached:

- narrative by the applicant
- photos of the existing property

- required improvements and site plan

B. BACKGROUND AND STAFF COMMENTS

Although the property has a new owner, and a new use is proposed for the site, staff feels that because the property has previously been involved with multiple zoning applications and land use issues, it is important to provide some background, to assist in the consideration of this application and future use of the property. Below is a timeline of planning/zoning approvals to date:

1972	City granted a variance to operate a truck repair shop in a residential zoning district
1984	City granted a CUP to construct a new garage building with conditions City rezoned property from residential to B-4 Existing Business
1985	City granted a building permit to construct a 60' x 60' garage building
1997	City found rezoning in 1984 to be invalid, due to a lack of 4/5's vote by City Council
1998	City corrected rezoning issue; rezoned property from residential to B-4 Existing Business City granted a CUP to allow existing truck repair shop to continue, with conditions City granted a variance for excess impervious coverage for the building that was built in 1985 (impervious coverage was not enforced when building permit was granted) City granted a variance to allow proposed off-street parking to consist of class 5 instead of bituminous (due to excess existing impervious coverage on site)
2005	City rezoned property from B-4 Existing Business to B-1 Limited Business
2006	Truck repair shop use discontinued; property was sold to a new owner Dave Schulte
2010	Dave Schulte leasing property to Matt Liveringhouse for a limited transit vehicle storage facility use City notified Dave Schulte of unlawful use and that an amendment to city code and a CUP is required to continue use Dave Schulte and Matt Liveringhouse applied for a text amendment and CUP to allow continuation of use

Staff feels that it is important to note that while reviewing the property file, we found a number of complaints from residents over the years, as well as a number of letters related to ongoing code violations and non-compliance with the previous CUP. Issues of concern related primarily to heavy traffic, excessive outdoor storage, loud repair activity, and lack of property maintenance, which in staff's opinion, suggest that the truck repair shop was too intense of a use for the site, and led to the rezoning of the property to B-1 Limited Business. In order to do its due diligence to the adjacent property owners and honor the type of land use intended for the site, staff feels that the city needs to be cautious in considering future use, to prevent a reoccurrence of past violations and overuse of the property. With that said, staff feels it is also important for the city to be open to alternative uses not currently listed within this zoning district, in order to facilitate a viable business that could be compatible with adjoining uses.

Due to the location and size of the property, as well as the limited types of businesses that could make use of the existing garage building, the existing property owner has had difficulty attracting a tenant. For this reason, the property owner and applicant are requesting that the zoning code be amended to include the proposed limited transit vehicle storage facility as a conditional use in the B-1 zoning district, which the current building is suited to accommodate. Considering the previous use and current zoning, staff feels the proposed use may be a good compromise and would create a "buffer" between the surrounding industrial/commercial and residential uses, provided conditions in the CUP are met.

The proposed use is similar to what is referred to as a "dial-a-ride" service in which individuals call a dispatch service to arrange for on-demand transportation. This property would serve as a storage facility for the vehicles, when not in operation, and include a small area for office use associated with the business. To ensure the use will be compatible with the surrounding neighborhood, all activity would be contained within the existing garage/office building, with the exception of the dispatch and return of the transit vehicles in the morning and evening, parking of employee vehicles in designated areas during business hours, an occasional stop by a transit vehicle for an employee break or shift change during business hours, and limited parking of transit vehicles in a designated fenced area during non-business hours. General operating hours would be 5:00 a.m. – 8:00 p.m., Monday through Friday with no activity conducted with the general public or customers at the site.

As part of the immediate business plan, the applicant has agreed to refurbish/paint the exterior of the existing building, as well as attend to general property maintenance to comply with city code, including repair/replacement of the existing fence and retaining walls, removal of existing weeds/scrub vegetation, and delineating parking areas for employees and transit vehicles. The property owner/applicant have been informed that additional improvements may be required in the near future, such as abatement of the existing septic system, participating in a city utility extension and street improvement project to address stormwater runoff, and connecting the property to city sewer, which shall depend on the results of the required septic inspection, and/or if the City Council initiates a utility extension/street improvement project under Minnesota State Statute 429.

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

The B-1 Limited Business zoning district is intended to act as a low impact business buffer district, between residential and commercial uses, with limited public contact. To comply with city code, uses within this district shall be contained inside buildings, with no outdoor storage or activity unless specified by CUP, and shall have limited hours of operation to minimize impact to adjacent residential uses.

After reviewing the property, proposed text amendment, and the CUP application, staff feels that the proposed use of a limited transit vehicle storage facility would be compatible as a conditional use within the B-1 zoning district and the city's comprehensive land use plan. However, to comply with regulations set forth by city code, and minimize the impact to the surrounding neighborhood, staff recommends approval of the following conditions:

- "Limited transit vehicle" shall refer to a small or mid-size bus or passenger van for use in transporting up to 16 passengers, not goods or services.

- "Storage facility" shall refer to an indoor parking garage designated to store limited transit vehicles when not in route and may contain a small office area for employee use during business hours.
- General business operating hours shall be 5:00 a.m. – 8:00 p.m., Monday through Friday, with no activity conducted with the general public and no activity during non-business hours. Gasoline storage is not permitted on site.
- The use shall allow dispatching of limited transit vehicles from the facility in the morning to operate on a route throughout the day, and return of the vehicles in the evening, to be stored in the facility overnight; the use does not permit the ongoing dispatch of vehicles on multiple occasions to and from the storage facility during business hours, nor is any pick-up or drop-off of passengers permitted at the property at any time.
- No outdoor storage or activity is permitted, with the exception of parking employee vehicles in designated areas on the property during business hours, the occasional parking of a limited transit vehicle in the designated fenced area during business hours, and the parking of limited transit vehicles in the designated fenced area during non-business hours, screened with a fence and gate; parking of employee and limited transit vehicles on-street or in the front of the building is not permitted at any time.
- No limited transit vehicle, parked or stored in the open shall have their engine running idle for any period greater than one hour within any given 24 hour period.
- An inspection of the septic system by Washington County will be required as part of the sale of the property, and it is the responsibility of the property owner and/or applicant to comply with orders issued as part of the inspection, as well as all city, county, state, and federal rules and regulations.
- Required improvements are delineated on the attached site plan and must be implemented by the designated completion date.
- A landscape plan shall be submitted by March 1, 2011 for review and approval by the city, which delineates existing impervious areas that will be replaced with sod or vegetative plantings, delineates planting areas around the perimeter of the building that will soften the façade, and delineates the location of rain garden(s) to treat stormwater runoff; rain garden(s) will need to be designed and approved in accordance with the Middle St. Croix Watershed Management Organization regulations.
- Signage identifying the business shall only be permitted on the front of the building, facing 2nd Avenue South, in accordance with city code.
- Limited transit vehicle traffic shall be routed on 2nd Avenue South to Maine Street to Central Avenue, to minimize impacts to adjacent residential areas.
- Financial surety in the amount of \$5,000 shall be submitted to the city upon approval of the CUP, to ensure completion of the required improvements, should the applicant fail to complete the improvements by the date designated.
- The CUP shall be formally reviewed one (1) year from the date of approval to determine if the conditions of the CUP have consistently been met, the property is in compliance with city code, and whether any conditions shall be modified to ensure the use is compatible with

surrounding neighborhood. Failure to complete the required site improvements within the specified timeframe may result in the revocation or modification of the CUP. The city will continue to monitor the property on a regular basis, to ensure ongoing compliance with the conditions of the CUP.

D. PLANNING COMMISSION ACTION

At its meeting on May 17, 2010, the Planning Commission voted 3-0 to recommend approval of the application, subject to the findings of fact as stated in section "C" and the conditions recommended by staff. In addition, the Planning Commission recommended the following:

- The CUP shall permit light, routine maintenance of only limited transit vehicles associated with the approved use, inside the building, such as oil changes, vehicle inspections, tire changes, brake pad replacement, etc. during the hours of 8:00 a.m. – 8:00 p.m., which must also comply with the city's noise ordinance.
- The City Council shall allow additional public comment to be heard at the June 7, 2010 City Council meeting in regard to the light, routine maintenance use requested by the applicant, since this request was not included in the applicant's original application and was not included in the notice of public hearing.

E. RECOMMENDATION

Staff recommends approval of an ordinance amendment to Appendix B – Zoning of the Bayport City Code to allow a limited transit vehicle storage facility as a conditional use in the B-1 Limited Business zoning district. Staff also recommends approval of a CUP to allow a limited transit vehicle storage facility at the property located at 204 2nd Avenue South. Suggested findings of fact and conditions of approval recommended by staff and the Planning Commission are stated in the staff report. City Council action to approve or deny the application is requested.

Proposed Use:

Midwest Paratransit Services will be using the building for the purpose of storing vehicles.

Reason to Approve Request:

Midwest Paratransit Services is a reputable transit company in the Twin Cities. We have recently been awarded a dial-a-ride contract through the State of Minnesota that will provide transit service to communities of Washington County and SE Ramsey County. The length of this contract is for 5 years, however renewal is a very likely scenario once awarded the initial contract. Midwest Paratransit Services plans to have a long term presence in the City of Bayport. As a part of this plan we will provide numerous jobs to the City, as well as provide positions to the patrons of Bayport.

In regards to traffic flow, the vehicles will be departing early in the morning and return in the afternoon. There will be minimal (if any) additional traffic to and from the building with the exception of those times. Midwest Paratransit Services has already implemented a plan to relocate the existing reverse sounding alarms from the exterior of its buses to the internal cab to minimize the amount of noise the vehicles produce.

Furthermore, Midwest Paratransit Services considers this building a diamond in the rough. There are significant cosmetic improvements that are going to be completed through time. The fencing will be fixed first; the grounds to the back of the building will be graded level and maintained properly; the building will be painted; the garage doors will be serviced or maintained, to name a few projects.

Our hope is to work with the City of Bayport to improve this facility. We will be good stewards for the community in providing needed transit services.

Thank you for your consideration.

Matthew Liveringhouse

CBO

Midwest Paratransit Services, Inc.



**CURRENT CONDITIONS
WEST SIDE OF THE PROPERTY**



**CURRENT CONDITIONS
SOUTHWEST SIDE OF THE PROPERTY**



**CURRENT CONDITIONS
SOUTHEAST SIDE OF THE PROPERTY**



**CURRENT CONDITIONS
EAST SIDE OF THE PROPERTY**

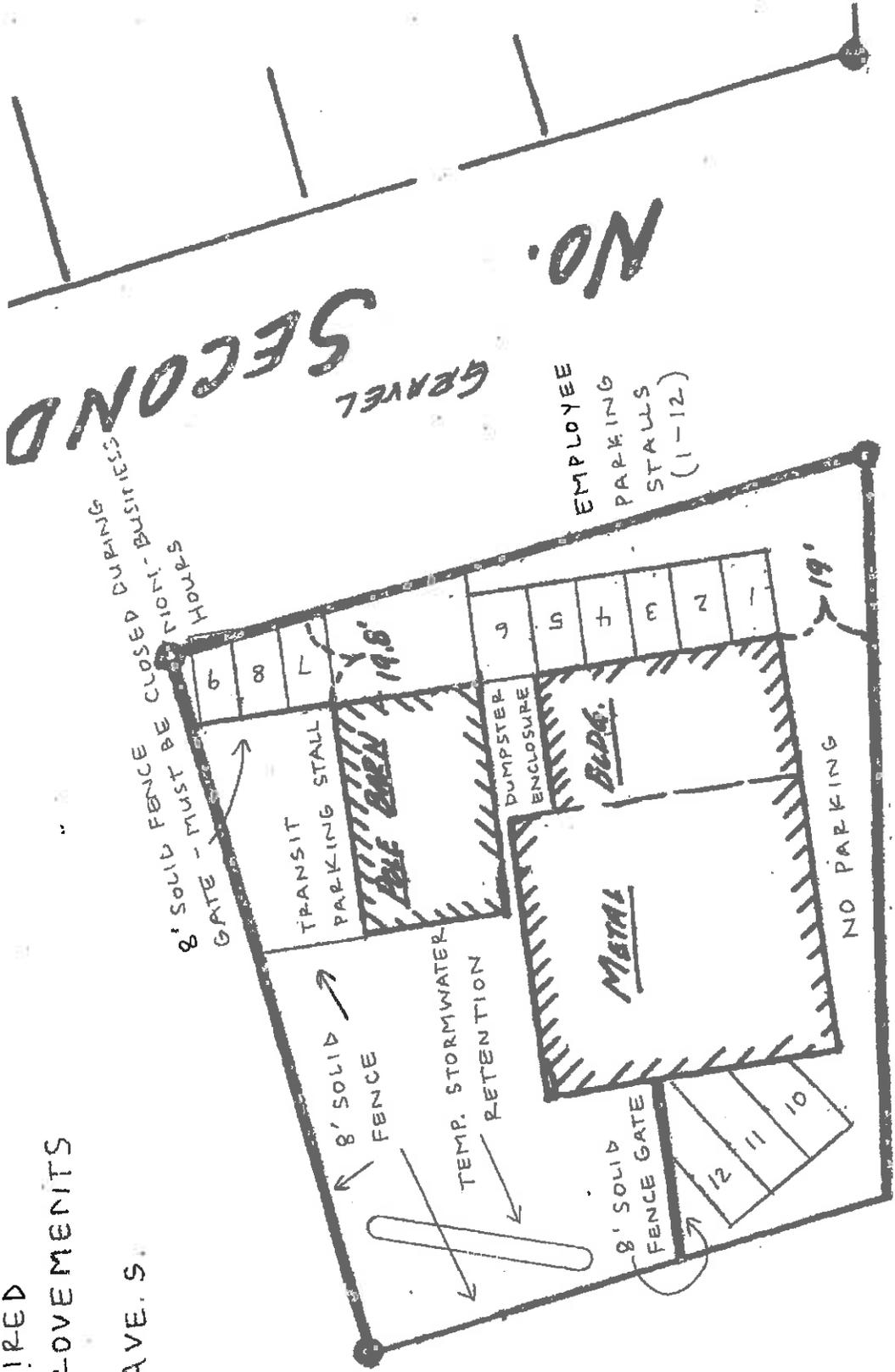
List of required improvements and site plan to comply with Limited Transit Storage Facility CUP
204 2nd Avenue South

<u>Improvement</u>	<u>Completion Date</u>
- Store dumpster within a building or approved enclosure	Immediately upon CUP approval
- Comply with delineated parking areas and hours	Immediately upon CUP approval
- Remove all existing weeds and scrub vegetation	October 1, 2010
- Repair/replace the existing 8' solid fence to provide a cohesive appearance and effective screen from adjacent properties	October 1, 2010
- Install an 8' solid gate, consistent with the fence, to screen the outdoor transit parking area from adjacent properties	October 1, 2010
- Install two "no parking" signs on the front of the building to restrict parking in front of the garage doors and fire lane in front of the building	October 1, 2010
- Designate 11 regular, 9' x 18' parking stalls, with a concrete bumper	June 1, 2011
Designate 1 handicap, 12' x 19' parking stall, with a concrete bumper	June 1, 2011
- Refurbish/paint the exterior siding and roof of all existing buildings in an earth vegetation tone, to provide a consistent, cohesive appearance	June 1, 2011
- Repair, replace, or remove the existing retaining walls	June 1, 2011
- Install landscaping/rain garden(s) consistent with plan approved by the city	October 1, 2011

Please refer to page 2 of this attachment for site plan details and location of the improvements listed above. Details on installation of landscaping and rain gardens will be included on a separate plan to be submitted by March 1, 2011.

CUP REQUIRED
SITE IMPROVEMENTS

204 2ND AVE. S.



AVE. PAVT. SO.



ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA,
AMENDING APPENDIX B – ZONING, SECTION 3 – DEFINITIONS
OF THE BAYPORT CITY CODE

Section 1. The Bayport City Code is hereby amended as follows:

Sec. 301 Definitions.

Limited transit vehicle storage facility. An indoor parking garage designated to store small or mid-size bus or passenger vans for use in transporting up to 16 passengers, not goods or services. The facility shall allow storage and dispatching of these vehicles, but does not allow for pick-up or drop-off of passengers at the facility at any time. As an accessory use, the facility may contain a small office area for employee use during business hours and may permit light, routine maintenance of limited transit vehicles associated with the business, to include oil changes, vehicle inspections, tire changes, and brake pad replacement, inside the building, during limited business hours.

Section 2. This ordinance shall be in full force and effect from and after its passage and publication according to law. Passed by the City Council for the City of Bayport this 7th day of September, 2010.

Jon Nowaczek, Mayor

Attest:

Mitch Berg, City Administrator

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA,
AMENDING APPENDIX B – ZONING, SECTION 6 – ZONING DISTRICTS, PERMITTED USES,
AND DIMENSIONAL STANDARDS OF THE BAYPORT CITY CODE

Section 1. The Bayport City Code is hereby amended as follows:

Sec. 601(4) B-1 Limited business (e) Conditional uses.

(34) Limited transit vehicle storage facility.

Sec. 604 District use chart.

Use	District	R-1	R-2	R-3	B-1	B-2	I
Limited transit vehicle storage facility		N	N	N	C	N	N

Section 2. This ordinance shall be in full force and effect from and after its passage and publication according to law. Passed by the City Council for the City of Bayport this 7th day of September, 2010.

Jon Nowaczek, Mayor

Attest:

Mitch Berg, City Administrator

RESOLUTION NO. 10-

**EXTRACT OF THE MINUTES OF THE CITY COUNCIL MEETING
CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA HELD SEPTEMBER 7, 2010**

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 7th day of September, 2010.

The following members were present:

The following members were absent:

Councilmember _____ introduced the following resolution and moved its adoption:

**RESOLUTION APPROVING A CONDITIONAL USE PERMIT (CUP) TO ALLOW A LIMITED
TRANSIT VEHICLE STORAGE FACILITY AT 204 2ND AVENUE SOUTH, LEGALLY DESCRIBED AS
LOTS 9-10, BLOCK 75, BAYPORT, WASHINGTON COUNTY, MINNESOTA**

WHEREAS, The city received a request from applicant Matt Liveringhouse and property owner Dave Schulte to consider an amendment to the B-1 Limited Business zoning district and a CUP application to authorize the location of a limited transit vehicle storage facility at 204 2nd Avenue South; and

WHEREAS, The Planning Commission of the City of Bayport held a public hearing on August 16, 2010 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 CUP application to the City Council, with the conditions recommended by staff; and

WHEREAS, The City Council of the City of Bayport, considered and approved the application on September 7, 2010 at its regular meeting; and

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

FINDINGS OF FACT

- A. On or about July 8, 2010, the city received an application requesting consideration of an amendment to Appendix B – Zoning of the Bayport City Code to define and authorize a limited transit vehicle storage facility as a conditional use in the B-1 Limited Business zoning district.
- B. Zoning Ordinance 601 specifies the purpose and scope for the B-1 Limited Business District and encourages uses which are compatible with residential neighborhoods or are considered to be a buffer between residential and commercial uses, which is consistent with a limited transit vehicle storage facility.
- C. The proposed use is similar to what is referred to as a “dial-a-ride” service in which individuals call a dispatch service to arrange for on-demand transportation. This property will serve as a storage facility for the vehicles, when not in operation, and include a small area for office use associated with the business. All activity, including light, routine maintenance of limited transit vehicles will be contained within the existing garage/office building, with the exception of the dispatch and return of the transit vehicles, to be consistent with adjacent properties and the character of the neighborhood.
- D. Improvements and general property maintenance, including repair/painting of the existing buildings, repair/replacement of the existing fence and retaining walls, removal of existing weeds/scrub vegetation, and delineating parking areas, which are conditions of the CUP, will have a positive impact on the neighborhood.

- E. The Planning Commission of the City of Bayport held a public hearing on the application on August 16, 2010. At the close of the public hearing, the Planning Commission unanimously recommended approval of an amendment to Appendix B – Zoning of the Bayport City Code to define and authorize a limited transit vehicle storage facility as a conditional use in the B-1 Limited Business zoning district. The Planning Commission also recommended approval of a CUP to authorize a limited transit vehicle storage facility at the property located at 204 2nd Avenue South.
- F. Based on paragraphs (A)-(E) above, the City Council finds it in the best interest of the city to approve zoning ordinance amendment and the CUP.
- G. NOW THEREFORE BE IT RESOLVED: By the City Council of the City of Bayport, Washington County, Minnesota, does hereby ordain as follows:
1. The application is hereby approved, subject to the conditions below and based on findings of fact above, and the regulations set forth by city code:
 - “Limited transit vehicle” shall be defined as a small or mid-size bus or passenger van for use in transporting up to 16 passengers, not goods or services.
 - “Storage facility” shall be defined as an indoor parking garage designated to store limited transit vehicles when not in route and may contain a small office area for employee use during business hours.
 - General business operating hours shall be 5:00 a.m. – 8:00 p.m., Monday through Friday, with no activity conducted with the general public and no activity during non-business hours. Gasoline storage is not permitted on site.
 - The use shall allow dispatching of limited transit vehicles from the facility in the morning to operate on a route throughout the day, and return of the vehicles in the evening, to be stored in the facility overnight; the use does not permit the ongoing dispatch of vehicles on multiple occasions to and from the storage facility during business hours, nor is any pick-up or drop-off of passengers permitted at the property at any time.
 - The CUP shall permit light, routine maintenance of only limited transit vehicles associated with the approved use, inside the building, such as oil changes, vehicle inspections, tire changes, brake pad replacement, etc. during the hours of 8:00 a.m. – 8:00 p.m., which must also comply with the city’s noise ordinance.
 - No outdoor storage or activity is permitted, with the exception of parking employee vehicles in designated areas on the property during business hours, the occasional parking of a limited transit vehicle in the designated fenced area during business hours, and the parking of limited transit vehicles in the designated fenced area during non-business hours, screened with a fence and gate; parking of employee and limited transit vehicles on-street or in the front of the building is not permitted at any time.
 - No limited transit vehicle, parked or stored in the open, shall have their engine running idle for any period greater than one hour within any given 24 hour period.
 - An inspection of the septic system by Washington County will be required as part of the sale of the property, and it is the responsibility of the property owner and/or applicant to comply with orders issued as part of the inspection, as well as all city, county, state, and federal rules and regulations.
 - Required improvements are delineated on Attachment 1 and must be implemented by the property owner by the designated completion date, regardless of whether a business is in operation at the property.

- ❑ A landscape plan shall be submitted by March 1, 2011 for review and approval by the city, which delineates existing impervious areas that will be replaced with sod or vegetative plantings, delineates planting areas around the perimeter of the building that will soften the façade, and delineates the location of rain garden(s) to treat stormwater runoff; rain garden(s) will need to be designed and approved in accordance with the Middle St. Croix Watershed Management Organization regulations.
 - ❑ Signage identifying the business shall only be permitted on the front of the building, facing 2nd Avenue South, in accordance with city code.
 - ❑ Limited transit vehicle traffic shall be routed on 2nd Avenue South to Maine Street to Central Avenue, to minimize impacts to adjacent residential areas.
 - ❑ Financial surety in the amount of \$5,000 shall be submitted to the city upon approval of the CUP, to ensure completion of the required improvements, should the applicant/property owner fail to complete the improvements by the completion date designated on Attachment 1.
 - ❑ The CUP shall be formally reviewed one (1) year from the date of approval to determine if the conditions of the CUP have consistently been met, the property is in compliance with city code, and whether any conditions shall be modified to ensure the use is compatible with surrounding neighborhood. Failure to complete the required site improvements within the specified timeframe may result in the revocation or modification of the CUP after notice and a public hearing. The city will continue to monitor the property on a regular basis, to ensure ongoing 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 Councilmember _____ and upon roll call being taken thereon, the following voted via voice:

Jon Nowaczek -
Dan Johnson -

Connie Carlson -
Torry Kraftson -

Judy Seeberger -

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 7th day of September, 2010.

ATTEST:

Mitch Berg, City Administrator

Jon Nowaczek, Mayor

Attachment 1

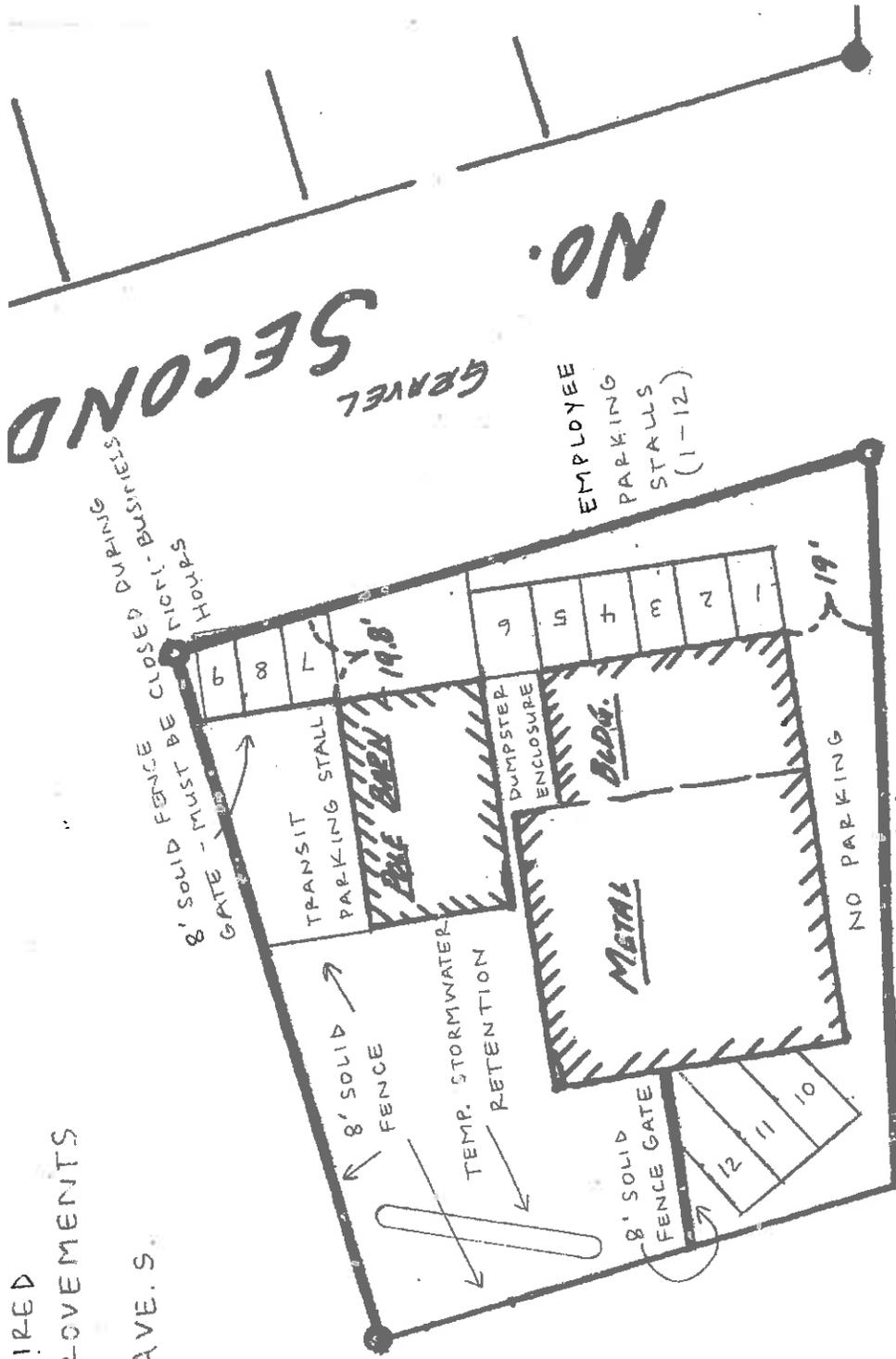
List of required improvements and site plan for 204 2nd Avenue South

<u>Improvement</u>	<u>Completion Date</u>
- Store dumpster within a building or approved enclosure	Immediately upon CUP approval
- Comply with delineated parking areas and hours	Immediately upon CUP approval
- Remove all existing weeds and scrub vegetation	October 1, 2010
- Repair/replace the existing 8' solid fence to provide a cohesive appearance and effective screen from adjacent properties	October 1, 2010
- Install an 8' solid gate, consistent with the fence, to screen the outdoor transit parking area from adjacent properties	October 1, 2010
- Install two "no parking" signs on the front of the building to restrict parking in front of the garage doors and fire lane in front of the building	October 1, 2010
- Designate 11 regular, 9' x 18' parking stalls, with a concrete bumper	June 1, 2011
- Designate 1 handicap, 12' x 19' parking stall, with a concrete bumper	June 1, 2011
- Refurbish/paint the exterior siding and roof of all existing buildings in an earth vegetation tone, to provide a consistent, cohesive appearance	June 1, 2011
- Repair, replace, or remove the existing retaining walls	June 1, 2011
- Install landscaping/rain garden(s) consistent with plan approved by the city	October 1, 2011

Please refer to page 2 of this attachment for site plan details and location of the improvements listed above. Details on installation of landscaping and rain gardens will be included on a separate plan to be submitted by March 1, 2011.

CUP REQUIRED
SITE IMPROVEMENTS

204 2ND AVE. S.



AVE. S. PART. SO.

