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

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

CALL TO ORDER

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

PROCLAMATIONS, COMMENDATIONS, PETITIONS, AND ANNOUNCEMENTS
1. February recycling award to Lee and Maggie Stoerzinger
2.

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

CONSENT AGENDA **TAB #**
Consider approving a resolution adopting items 1 through 8

1.	February 4, 2008 City Council regular meeting minutes	1
2.	February 11, 2008 City Council workshop minutes	2
3.	February payables and receipts	3
4.	February building, plumbing and mechanical permits	4
5.	Designating June 14th as Citywide Cleanup Day for 2008	5
6.	Accepting $45,000.00 grant for the Bayport Fire Department from the Hugh J Andersen Foundation	6
7.	Information plaque for ice harvesting equipment at Lakeside Park	7
8.	Overtime pay for part-time police officers	8

PUBLIC HEARINGS

COUNCIL LIAISON REPORTS

UNFINISHED BUSINESS

1	Review of Allied Waste fees	9

	TAB #
2. Consider approval of miscellaneous items at Lakeside Park • Review of outdoor furniture for deck and rock material for signage • Operation and rental policy for bathhouse • Contract with Sanders, Wacker, Bergly for completion of design services for Phase I improvements	10
3. Consider an amendment to Section 703, Appendix B – Zoning Ordinance of the Bayport City Code	11

NEW BUSINESS

1. Consider a proposal to research and prepare a report for the Metropolitan Council to adjust population forecasts for the city's comprehensive plan	12
2 Consider approval of the Public Works Department employment contract	13
3 Consider awarding a contract for Part II of the city's Wellhead Protection Plan	14

COUNCIL ITEMS AND ANNOUNCEMENTS

1.
2.

CITY ADMINISTRATOR ITEMS AND ANNOUNCEMENTS

1.
2.

ADJOURNMENT

RESOLUTION NO. 08-

EXTRACT OF THE MINUTES OF MEETING OF THE CITY COUNCIL OF THE CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA HELD MARCH 3, 2008

Pursuant to due call and notice therefore, a regular meeting of the City Council of the City of Bayport, Minnesota was duly held at Bayport City Hall in said municipality on the 3rd day of March, 2008, at 6:00 p.m.

The following members were present:

The following members were absent:

Councilmember _____ introduced the following resolution and moved its adoption:

A RESOLUTION APPROVING CONSENT AGENDA ITEMS 1-8 FROM THE MARCH 3, 2008 CITY COUNCIL AGENDA

1. February 4, 2008 City Council regular meeting minutes
2. February 11, 2008 City Council workshop minutes
3. February payables and receipts
4. February building, plumbing and mechanical permits
5. Designating June 14th as Citywide Cleanup Day for 2008
6. Accepting $45,000.00 grant for the Bayport Fire Department from the Hugh J. Andersen Foundation
7. Information plaque for ice harvesting equipment at Lakeside Park
8. Overtime pay for part-time police officers

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

Jonathan Nowaczek –	Connie Carlson –
Dan Johnson -	Torry Kraftson –
Sharon Ridgway –	

WHEREUPON, said Resolution was declared duly passed and adopted and signed by the Mayor and attested by the City Administrator. Passed by the City Council, City of Bayport, Washington County, Minnesota this 3rd day of March 2008.

ATTEST:

_____ _____

Mike McGuire, City Administrator Jon Nowaczek, Mayor

CITY OF BAYPORT
CITY COUNCIL MEETING MINUTES
COUNCIL CHAMBER
FEBRUARY 4, 2008
6:00 P.M.

CALL TO ORDER

Pursuant to due call and notice, Mayor Nowaczek called the regular City Council meeting of February 4, 2008 to order at 6:00 p.m., and asked Councilmembers, staff and the audience to join in pledging allegiance to the American Flag.

ROLL CALL

Members Present: Mayor Jon Nowaczek, Councilmembers Connie Carlson, Dan Johnson, Terry Kraftson, and Sharon Ridgway

Members Absent: None

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

PROCLAMATIONS/COMMENDATIONS/PETITIONS

1. The recycling award for January went to Donald Wilmes.

2. Consider an appointment to the Library Board: Administrator McGuire explained that the process for filling vacancies on city boards and commissions was recently clarified and formalized. Two candidates were interviewed for the opening on the Library Board, and Mary-Clare Holst, 986 Inspiration Parkway North, was recommended for the position.

   It was moved by Councilmember Carlson and seconded by Councilmember Johnson to appoint Mary-Clare Holst to the Bayport Public Library Board of Directors. Motion carried. Mayor Nowaczek administered the Oath of Office to Ms. Holst.

3 Police Department Recognition Presentation: Chief Eastman recognized Bayport police officers, investigators and reserve officers for their efforts in the recovery and processing of hundreds of stolen items recovered on January 23, 2008, from a home in Bayport, as well as a subsequent search warrant in Woodbury, Minnesota. There will be a public viewing of the recovered items at Bayport City Hall on February 7th, 1:00 – 5:00 p.m.

4. Petition from Pam Hoye: Pam Hoye, 1034 Pioneer Trail, requested that a sixth seat be added to the Planning Commission and that she be considered for the position. She indicated there are several critical issues pending that will affect the Inspiration development where she lives and believes it is important that Inspiration homeowners have input. Mayor Nowaczek reviewed the City Council's action relative to filling the recent open seat on the Planning Commission, noting the desire for continuity and experience on the commission Councilmembers voiced their appreciation for Ms. Hoye's interest and discussed the pros and cons of adding a seat to the Planning Commission Administrator McGuire indicated the requested action would need to be done through an ordinance revision to city code and noted the advantages of retaining the current membership level. The petition was not moved forward, but Ms. Hoye was encouraged to provide input on issues of concern at Planning Commission and City Council meetings.

OPEN FORUM None

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

Councilmember Carlson introduced the following resolution and moved its adoption:

Resolution 08-03

RESOLUTION, CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA, APPROVING CONSENT AGENDA ITEMS 1-8 FROM THE FEBRUARY 4, 2008 CITY COUNCIL AGENDA

1. January 7, 2008 City Council regular meeting minutes
2. January payables and receipts
3. January building, plumbing and mechanical permits
4. Administrative bill payment policy
5. Mobile Data Computer (MDC) purchase for police department
6. Safety Camp registration fee
7. Purchase of unused gravesite in Hazelwood Cemetery from Penni Eastwood
8. Contract payment for $12,341.64 to Jansen Builders for bathhouse

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

PUBLIC HEARINGS – None

COUNCIL LIAISON REPORTS
Councilmember Ridgway reported the next meeting of the Cable Commission is scheduled for Wednesday, February 20, 2008, 7:00 p.m., at the cable studio. The annual meeting, with the appointment of new officers, will precede the regular commission meeting.

Councilmember Kraftson reported that the administrator for the Middle St. Croix Watershed Management Organization (MSCWMO) has resigned and changes in the organization are anticipated The next meeting of the MSCWMO is scheduled for Thursday, February 14, 2008.

Councilmember Johnson reported on the Bayport Public Library Foundation Board meeting of January 24, 2008. New officers are Joe Reding, President; Beth Hogberg, Vice President; and Mary Goulette, Secretary. The next meeting is scheduled for Thursday, February 28, 2008, 6:00 p m., at the library, and is open to the public. Mayor Nowaczek added that a review of library operations has been scheduled for Monday, February 11, 2008 at 4:30 p.m. at City Hall.

Councilmember Carlson reported the Lower St. Croix Partnership would be meeting on Wednesday, March 19, 2008, 7.00 p.m , at the St. Croix County Government Center.

UNFINISHED BUSINESS
Consider approval of a feasibility study for public utility extension to the proposed location of the St Croix Preparatory Academy in Baytown Township and final Joint Powers Agreement: Engineer Peters discussed the feasibility report to extend sanitary sewer and water service to the proposed site for a new St. Croix Preparatory school. He reviewed three alternatives for sanitary sewer service, and alternate #2

was recommended, based on price and impact on existing infrastructure. The proposal to extend water service was reviewed. Construction costs for alternate #2 are estimated at $359,696.00. The total area. connection and reimbursable charges were detailed, for a total of $817,341 22. He recommended that all water main improvements be public and maintained by the city, as well as any sanitary sewer improvements made within the city. The developer and city would need to determine whether the sewer improvements in Baytown Township should be public or private.

Carroll Davis-Johnson. St Croix Preparatory Academy, reported the school accepted the feasibility report and agreed with the alternate #2 proposal. She requested flexibility in proceeding with the engineering and construction on the school's property, in order to coordinate with construction activities. Engineer Peters clarified that the school is requesting the option to design and construct the improvements with their own contractors and engineers. He indicated the city has allowed this with other township improvements, upon review and approval by the city. Discussion followed on ownership of the utilities, capacity of the lift station, and drainage and utility easement issues.

Attorney Vivian reviewed the changes to the Joint Powers Agreement between the City of Bayport and the Town of Baytown, as covered in Addendum No. 2. He noted the addendum was for this project only and does not approve a blanket extension of sanitary sewer to any other developments in Baytown Councilmember Johnson stated that he was in favor of extending sewer for this project but would not be in favor of approving sewer extension to any other Baytown developments

It was moved by Councilmember Kraftson and seconded by Councilmember Johnson to accept the feasibility study for public utility extension to the proposed location of the St. Croix Preparatory Academy in Baytown Township and approve alternate #2 route to provide sanitary sewer service as presented by the city engineer. It was further moved to approve Addendum No. 2 to the Joint Powers Agreement with the Town of Baytown, with the modification that the design and construction of the sewer and water extension be done by St. Croix Preparatory Academy, with approval and inspection by the City of Bayport, and that easements be granted as approved by the city engineer prior to construction. Motion carried.

Assignment of developer's agreement for Inspiration from CPDC to Bayport Mainstreet Holding, LLC
Attorney Vivian distributed and reviewed a revised draft Assignment and Assumption Agreement for a portion of the Inspiration development. He stated that the city had received notification that The Beard Group (Bayport Mainstreet Holding, LLC) was in the process of purchasing the development now owned by Marshall & Illsley Bank. Administrator McGuire recommended that the agreement be changed to refer to the purchasing company as "BMH" instead of "Bayport," and that #7 be revised to reflect the use of escrow funds to cover costs associated with preparing this agreement

Chris Enger, John Dierbeck, Paul Gamst, and Ron Mehl, representing The Beard Group, explained their interest in the Inspiration development. The Beard Group has a purchase agreement for 50 single-family platted lots in Phase 1 and the remainder of single-family unplatted lots, but does not include the senior cooperative phase of the development. They are eager to forge a relationship with the current residents and the city and are committed to make Inspiration a successful project and will take on the commitments made by CPDC. The Beard Group plans to continue the conservation development concept, and stated that prairie restoration is one of their biggest challenges and it is unclear as to what needs to be done.

Mary-Clare Holst, Inspiration homeowner, expressed concern with some misrepresentations regarding Phase 2 and Phase 3, as well as the number of approved units for the senior condominiums being reduced to 62. She questioned whether the warranty of title had to be satisfied before the developer's agreement could be transferred. Attorney Vivian indicated he had investigated the issue and believes the

provision does not apply to the assignment of obligations but did have bearing at the time the original developer's agreement was executed. He stated AES, the prairie restoration company, had filed a mechanic's lien against the property, and the city would work with AES and the developer to satisfy all obligations before the Plan A Letter of Credit is released He further clarified that Phase 1 and Phase 3 are the correct phases included in this purchase.

Pam Hoye, Inspiration homeowner, expressed concern that the new development company follow through on their commitment to maintain the standards of the original Inspiration development. Paul Enger responded that The Beard Group would continue the administration of the architectural guidelines and noted that they will work to formalize them. Discussion followed on various aspects of the homeowner's association. The Beard Group will look into opening up the interim homeowner's association meetings to residents.

Jeff Todd, Inspiration homeowner, requested clarification on whether The Beard Group was purchasing control of all the single family lots and if the landscaping standards and other association rules developed would be adhered to. The Beard Group confirmed that they are purchasing all of the remaining single family lots in Phases 1 and 3. They expect to continue the landscaping standards process.

John Nelson, Inspiration homeowner, expressed concern that environmental aspects of the home building and landscaping standards continue to be enforced, e.g. use of energy efficient appliances and cement board siding.

Sasha Graybill-Pauling, Inspiration homeowner, reinforced the need for the Inspiration homeowners to have a voice on the Planning Commission, with all the changes impacting their development.

The closing is scheduled for February 5, 2008, and The Beard Group anticipates setting up a dinner meeting with current residents in the next week to hear their concerns. Mayor Nowaczek also recommended holding a public information meeting.

Attorney Vivian reviewed three changes to the proposed Assignment and Assumption Agreement, for City Council consideration: (1) Bayport Mainstreet Holding, LLC will be referred to as BMH, not Bayport; (2) revise the first sentence of point 4 as follows: "City approves the foregoing assignment and assumption of the Developer's Agreement as it pertains to the Property, contingent upon transfer of fee title of the property to BMH."; (3) revise point 7 as follows: "BMH agrees to also provide funds to the City to replenish the $10,000 escrow requirements under the Developer's Agreement. Such escrow will apply to BMH's obligations under the Developer's Agreement as it relates to the property, including administrative fees incurred by the City in preparing this Agreement."

It was moved by Councilmember Johnson and seconded by Councilmember Carlson to approve the Assignment and Assumption Agreement with the changes detailed by Attorney Vivian

Councilmember Kraftson questioned whether The Beard Group's purchase could be realized without approval of the agreement. Mayor Nowaczek recognized the importance of finalizing this agreement with the city as part of the purchase process

Motion carried.

Discuss miscellaneous improvement projects at Lakeside Park and authorize transfer of tax stabilization funds to complete projects:

- Summary of outstanding expenses to complete projects: Administrator McGuire reported there is an estimated $102,523.00 in expenditures needed to complete the Phase 1A improvements at Lakeside Park. The City Council previously approved an additional $22,780.00 in expenditures, for a total of $125,303.00, over and above what is available in the park dedication fund. He is requesting a motion to clarify the City Council's intent and action of February 12, 2007 to complete the Phase 1A improvements and borrow $131,000.00 from the tax stabilization fund for these expenditures

- Review of indoor/outdoor furniture and park signage: Larry Wacker, Sanders, Wacker & Bergly, provided illustrations of the recommended beach house furniture and reviewed restoration and landscaping work, walkways and park signage. Discussion followed on the cost of the new trash receptacles, reusing existing receptacles, the effectiveness of adding beach sand without removing rocks, sodding a portion of the bathing beach, sign options, deferring the bituminous path work until the utilities are put underground, and possibly deferring some of the Lakeside Park improvements at this time to provide funding for Barker's Alps improvements. Public Works Supervisor Horak noted that the bituminous pedestrian path is failing and noted safety concerns with it. Councilmembers had some concerns with the deck furniture and requested staff to bring alternate options back for consideration at the next meeting.

  It was moved by Councilmember Kraftson and seconded by Councilmember Ridgway to approve the preliminary cost estimate for site improvements at Lakeside Park, incorporating use of a fieldstone sign and modified deck furniture to be approved at a future meeting. The motion was amended to indicate use of a rock sign, with final approval at a future meeting. Motion carried.

  It was moved by Councilmember Kraftson and seconded by Councilmember Ridgway to approve the use of up to $131,000.00 in tax stabilization funds to complete the site improvements as presented in the preliminary cost estimate. Motion carried.

- Operation and rental policy for bathhouse: Due to time constraints, the proposed operation and rental policy for the renovated bathhouse will be put on the city's website in an effort to generate public comment prior to City Council discussion at the next meeting.

  It was moved by Councilmember Carlson and seconded by Councilmember Johnson to continue the discussion of the operation and rental policy for the Lakeside Park bathhouse to the March meeting. Motion carried.

NEW BUSINESS

Consider amendments to Appendix B – Zoning Ordinance of the Bayport City Code: Assistant Administrator/Planner Taylor stated staff had been working on updating certain sections of the city's zoning ordinance to be consistent with other communities and common zoning practices in the metropolitan area, as well as to correct minor grammatical errors and clarify text. Councilmember Johnson indicated he had some concerns with the proposed revisions to Sections 702 and 703 regarding accessory buildings and structures and requested that Planner Taylor explore a more liberal accessory structure policy for homes on larger lots. Councilmember Kraftson indicated he would like the City Council to take action on Section 729 regarding livestock (small birds and fowl). He believes that the requirement to get written consent from at least 80% of the surrounding property owners is too stringent and should be stricken. Discussion followed on the trial nature of adding the small bird and fowl

language, the potential for a nuisance, and whether applicants should be required to obtain written consent from their neighbors.

Lois Bjorlie, 380 4th Street South, indicated she had requested the change to allow chickens within the city and reviewed the application process used by the City of Minneapolis. She believes requiring the consent of property owners within 100 feet is excessive and suggested changing to the requirement to abutting property owners. Discussion followed on the pros and cons of the terminology options for keeping the neighborhood consent requirement in the code.

Councilmember Johnson introduced the following ordinance and moved its adoption, moving that Sections 702 and 703 as proposed be deferred to the March meeting and that Section 729 03(2)(c) be amended to indicate the applicant must receive written consent from at least 80% of all persons who own an interest in property that abuts or adjoins the property. The motion was amended to accept Section 702 as presented.

Ordinance No. 795

AN ORDINANCE OF THE CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA, AMENDING APPENDIX B, ZONING, OF THE BAYPORT CITY CODE

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

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

Consider adding a canine to the Police Department: Chief Eastman reviewed her request to add a canine component to the Police Department to enhance narcotics detection, tracking, and to serve as a mascot for the city. Police Officer Jay Jackson, the anticipated canine handler, stated his goal is to have the canine program funded without significant burden to Bayport citizens through private donations, grants and the use of forfeiture funds. He reported that the city's current insurance policies would cover a canine program at no additional cost. The initial cost would be $5,500.00, plus $1,400.00 yearly upkeep costs. Transportation needs and options for the handler were reviewed. Chief Eastman indicated she anticipates pursuing training with the dog so she can use it during daytime community events. The animal would not be trained for apprehension purposes. Discussion followed on pursuing cost sharing with other communities.

It was moved by Councilmember Carlson and seconded by Councilmember Ridgway to approve the Police Department's request to seek private donations, apply for grants, and use forfeiture funds to purchase a non-aggressive passive alert narcotics detection and tracking canine and to include approval of the canine handler's compensation package as presented. Motion carried.

Consider alternate summer business hours for City Hall: Administrator McGuire reviewed a request to approve the alternate business hours of 7:30 a.m.–5:00 p.m., Monday -Thursday, and 7:30 a.m. 11:30 a.m. on Friday, from Memorial Day through Labor Day. The alternate schedule will be reviewed in September.

It was moved by Councilmember Johnson and seconded by Councilmember Ridgway to approve alternate business hours for City Hall from Memorial Day through Labor Day, 7:30 a.m.–5:00 p.m. Monday-Thursday, and 7:30 a.m.–11:30 a.m. Friday. Motion carried.

COUNCIL ITEMS/ANNOUNCEMENTS

1. Mayor Nowaczek congratulated Police Chief Laura Eastman on obtaining her Bachelor's degree from Metro State University
2. Councilmember Carlson reported she has received inquiries as to a date for the biannual citywide cleanup day. Staff indicated this item would be addressed at the next meeting.
3 Councilmember Kraftson stated he was in favor of adding seats on the Planning Commission in order to accommodate the request of the Inspiration residents, in light of the changes in ownership for the development. Administrator McGuire indicated he would explore adding Pam Hoye as an Ex Officio member of the Planning Commission. No action was taken

ADMINISTRATOR/STAFF ITEMS AND ANNOUNCEMENTS

1. Publication cost analysis: Administrator McGuire reviewed a breakdown of reimbursable and non-reimbursable publication costs with the Stillwater Gazette for 2007. Due to the significant city expense in publishing legal notices, staff does not recommend designating a second official newspaper. Staff also recommended retaining the Stillwater Gazette as the city's official newspaper, as it is the least expensive local publication.
2 Library Workshop. The City Council will meet on Monday, February 11, 2008, 4:30 p.m.-6 00 p m , for a review of the Bayport Public Library.

ADJOURNMENT

It was moved by Councilmember Carlson and seconded by Councilmember Johnson to adjourn the meeting at 9:55 p.m. Motion carried.

CITY OF BAYPORT
CITY COUNCIL WORKSHOP MINUTES
COUNCIL CHAMBERS
FEBRUARY 11, 2008
4:30 P.M.

CALL TO ORDER
Pursuant to due call and notice, Mayor Nowaczek called the City Council workshop meeting of February 11, 2008 to order at 4:30 p.m.

ROLL CALL
Members Present: Mayor Jon Nowaczek, Councilmembers Connie Carlson (arrived 4:40 p.m.), Dan Johnson, Torry Kraftson, and Sharon Ridgway

Members Absent: None

Others Present: Administrator Mike McGuire, Assistant City Administrator Sara Taylor, Library Director Kathy MacDonald, Library Board President Joe Reding, Library Board members Beth Hogberg, Mary Goulette and Mary-Clare Holst; Fire Chief Mike Bell, Public Works Supervisor Mel Horak

Mayor Nowaczek stated the purpose of this City Council workshop was to learn about the operations, challenges and strategies of the Bayport Public Library, as well as discuss priorities and resources

Bayport Public Library operational review: Library Director MacDonald reviewed the informational items provided to the City Council prior to the workshop, including the history, mission statement, library board members, and staffing. She indicated there was a recent reduction in hours for one library clerk due to budget concerns and a decrease in library usage. The usage and service for 2007 was reviewed in detail. It was noted the library will be hosting a Spring Author's Luncheon, with William Kent Krueger, on April 5, 2008. The library's entire collection of materials is valued at approximately $689,000.00. Circulation statistics were reviewed, noting that the information provided by the county is not accurate, due to the parameters used in gathering the data. She indicated she would determine if Washington County uses these statistics for fees assessed to the Bayport library; however, she stated she is comfortable with the fee process utilized between the county and the library. The meeting room policy, that was revised three years ago, was reviewed. Nonprofit organizations can use the meetings rooms at no charge during regular library hours. Lack of available parking was noted as a challenge A strategic long-range plan was finalized in October 2007. The action steps for the first year were reviewed and discussed.

Joe Reding reported that the library board is responsible for the operations and strategic direction of the library. The goal of the library foundation board is to enhance the library's resources and services through grants, gifts and bequests. He explained the library must receive more than 50% of its funding from the government to retain its public status and be a part of Metropolitan Library Service Agency (MELSA). The library foundation is set up as a nonprofit organization and the goal is to steer library donations to the foundation. Discussion followed on current staffing levels, noting that the decision was made to suspend the full-time assistant librarian position due to budgetary concerns Director MacDonald indicated having a clerical assistant would be beneficial. Discussion followed on the foundation's efforts to seek alternative funding sources to make up for a decrease in grants Mayor Nowaczek noted this year the city increased its support of the library and may need to continue

additional that funding next year. The library continues to receive annual operational grant support from the Fred C. and Katherine B. Andersen Foundation ($56,000.00). The Andersen Corporate Foundation grant request for $45,000.00 was received; however the library was notified that it would be a matching fund grant this year. The foundation board's bylaws were recently changed to allow membership from non-Bayport residents, recognizing that the usage area is not the same as the taxation area. The benefit of having people serve on both the library board and foundation board was noted. Currently, Joe Reding serves on both boards. It was noted that the foundation board will now be known as The Foundation for the Bayport Public Library. It meets bimonthly and meetings are currently not open to the public.

Director MacDonald and Mr. Reding expressed their thanks for the city's financial contribution and the interest and support of the City Council in serving as liaisons to the library board. Mayor Nowaczek requested that library staff and board members let the City Council know of ways they can support the library. The next meeting of the library board is scheduled for February 28, 2008. 6.00 p.m., at the library, and is open to the public.

Discuss future city projects and use of special city funds: Administrator McGuire gave an overview of the special city fund balances and potential projects and/or acquisitions the city could pursue with the use of these funds. He also reviewed projects and acquisitions that are included in the city's CIP for 2008-2012. Discussion followed on use of special fund balances and it was recommended the City Council prioritize potential projects/acquisitions for review at the next workshop, scheduled for March 10, 2008.

ADJOURNMENT

It was moved by Councilmember Kraftson and seconded by Councilmember Ridgway to adjourn the workshop at 6:18 p.m

CITY OF BAYPORT

MONTHLY RECEIPTS

Period Name: FEBRUARY

FUND	Tran Date	Amount	Refer Comments	Account Descr
FUND 101 GENERAL				
101	2/1/2008	$993 89	14597 NOV - DEC 2007 TAX SETTLEMENT	R 101-00000-31000 GENERAL
101	2/1/2008	$8,725 40	14597 NOV - DEC 2007 TAX SETTLEMENT	R 101-00000-31000 GENERAL
101	2/1/2008	$0 25	14603 WAYNE THOMPSON - COPIES	R 101-00000-34105 USER FE
101	2/1/2008	$355 37	14597 NOV - DEC 2007 TAX SETTLEMENT	R 101-00000-36101 SPECIAL
101	2/1/2008	$30 00	14598 SEDGWICK HTG & AC CONTRACTOR LI	R 101-41910-32100 BUSINES
FUND 101 GENERA		$10 104 91		
FUND 102 STREET RECONSTRUCTION				
102	2/1/2008	$77 05	14597 NOV - DEC 2007 TAX SETTLEMENT	R 102-00000-36101 SPECIAL
FUND 102 STREET		$77 05		
FUND 106 TIF ECON DEV DIST 2				
106	2/1/2008	$224 89	14597 NOV - DEC 2007 TAX SETTLEMENT	R 106-00000-31000 GENERAL
FUND 106 TIF ECO		$224 89		
FUND 211 LIBRARY				
211	2/1/2008	$137 25	14599 SUMMER PROGRAM COST	G 211-15101 REC FROM OTH
211	2/1/2008	$1,419 05	14597 NOV - DEC 2007 TAX SETTLEMENT	R 211-45500-31000 GENERAL
211	2/1/2008	$85 83	14602 SERVICE CHARGES - LIBRARY	R 211-45500-34760 LIBRARY
211	2/1/2008	$25 00	14600 WILTON E GERVAIS - LIB ROMM RENT	R 211-45500-36220 RENTAL I
211	2/1/2008	$150 00	14601 ROOM RENTAL - LIB	R 211-45500-36220 RENTAL I
FUND 211 LIBRARY		$1 817 13		
		$12,223 98		

CITY OF BAYPORT

MONTHLY EXPENSES

Period Name: FEBRUARY

FUND Search Name	Tran Date	Act Amount	Typ	DEPT	OBJ Comments	OBJ Descr
FUND 101 GENERAL						
DEPT 41100 ELECTIONS						
101 STILLWATER GAZETTE	3/4/2008	$71 10	E	**41100**	350 CITY ORDINANCE 795S	PRINTING & PUBL
DEPT 41100 ELECTIONS		$71 10				
DEPT 41200 MAYOR & COUNCIL						
101	2/18/2008	$1,175 00	E	**41200**	101 Labor Distribution	WAGES AND SAL
101	2/18/2008	$11 25	E	**41200**	121 Labor Distribution	P E R A
101	2/18/2008	$72 85	E	**41200**	122 Labor Distribution	CONT TO RET S
101	2/18/2008	$17 03	E	**41200**	170 Labor Distribution	MEDICARE
101 QUILL	3/4/2008	$8 76	E	**41200**	201 SUPPLIES	OFFICE SUPPLIE
101 U S BANK VISA	3/4/2008	$3 72	E	**41200**	201 WAL-MART	OFFICE SUPPLIE
101 INNOVATIVE OFFICE SOLUTI	3/4/2008	$14 65	E	**41200**	201 SUPPLIES	OFFICE SUPPLIE
101 ECKBERG LAMMERS, BRIG	3/4/2008	$130 00	E	**41200**	300 13467-15877 XCEL FRANCHISE	PROF SER-LEGAL
101 ECKBERG, LAMMERS, BRIG	3/4/2008	$793 00	E	**41200**	300 GENERAL FILE 13467-1659	PROF SER-LEGAL
101 ECKBERG, LAMMERS, BRIG	3/4/2008	$2 83	E	**41200**	300 GENERAL FILE 13467-1659	PROF SER-LEGAL
101 ECKBERG, LAMMERS, BRIG	3/4/2008	$4 50	E	**41200**	300 ICE ROAD EASEMENT 13467-14	PROF SER-LEGAL
101 ECKBERG, LAMMERS BRIG	3/4/2008	$117 00	E	**41200**	300 13467-16032 PERA - MCGUIRE	PROF SER-LEGAL
101 ECKBERG, LAMMERS, BRIG	3/4/2008	$13 98	E	**41200**	300 13467-16456 SELL TERNINATIO	PROF SER-LEGAL
101 ECKBERG LAMMERS, BRIG	3/4/2008	$337 50	E	**41200**	300 13467-14377 MEETINGS	PROF SER-LEGAL
101 ECKBERG LAMMERS, BRIG	3/4/2008	$175 50	E	**41200**	300 13467-16456 SELL TERMINATIO	PROF SER-LEGAL
101 S E H	3/4/2008	$72 18	E	**41200**	301 COUNCIL MTG	PROF SER-ENGIN
101 S E H	3/4/2008	$636 96	E	**41200**	301 BASE MAP UPDATES	PROF SER-ENGIN
101 S E H	3/4/2008	$492 87	E	**41200**	301 STAFF MTG	PROF SER-ENGIN
101 ARTHUR GALLAGHER	3/4/2008	$5 000 00	E	**41200**	302 2008 FEE AGREEMENT	CONTRACT SERV
101 WASHINGTON COUNTY	3/4/2008	$35 00	E	**41200**	303 AUD RPT - TAX LEVY BK	PROF SER-AUDIT
101 HLB TAUTGES REDPATH LT	3/4/2008	$4,019 00	E	**41200**	303 RECONCILING UTILITY SUBLED	PROF SER-AUDIT
101 HLB TAUTGES REDPATH LT	3/4/2008	$4,253 75	E	**41200**	303 FINAL BILLING RECONCILING U	PROF SER-AUDIT
101 WASHINGTON COUNTY	3/4/2008	$198 63	E	**41200**	306 2008 TRUTH IN TAXATION NOTI	PROF SER-OTHE
101 STILLWATER GAZETTE	3/4/2008	$71 10	E	**41200**	350 LEGAL ORDINANCE	PRINTING & PUBL
101 MUNICIPAL CODE CORPORA	3/4/2008	$2,121 22	E	**41200**	350 SUPPLEMENT PAGES - UPDAT	PRINTING & PUBL
101 U S BANK VISA	3/4/2008	$75 00	E	**41200**	402 ICMA INTERNET	CONFERENCES &
101 TR COMPUTER SALES LLC	3/4/2008	$49 52	E	**41200**	416 SONICWALL SUPPORT RENEW	REPAIR/MAINT O
101 US INTERNET	3/4/2008	$46 00	E	**41200**	416 SECURENCE MTHLY	REPAIR/MAINT O
101 JANSEN BUILDERS INC	2/21/2008	$12,341 64	E	**41200**	444 LAKESIDE PARK PHASE ONE	COMMUNITY PRO
DEPT 41200 MAYOR & COUNCIL		$32,290 44				
DEPT 41240 RECYCLING						
101 MANAGEMENT SERVICES	2/21/2008	$199 66	E	**41240**	302 CONSULTING	CONTRACT SERV
101 MANAGEMENT SERVICES	2/7/2008	$197 00	E	**41240**	302 CONSULTING	CONTRACT SERV
101 LEE AND MAGGIE STOERZIN	3/4/2008	$30 00	E	**41240**	370 RECYCLING RECIPIENT	RECYCLING INCE
DEPT 41240 RECYCLING		$426 66				
DEPT 41400 ADMINISTRATION						
101	2/6/2008	$2,123 99	E	**41400**	101 Labor Distribution	WAGES AND SAL
101	2/7/2008	$2,123 99	E	**41400**	101 Labor Distribution	WAGES AND SAL
101	2/6/2008	$138 07	E	**41400**	121 Labor Distribution	P E R A
101	2/7/2008	$138 07	E	**41400**	121 Labor Distribution	P E R A
101	2/7/2008	$131 69	E	**41400**	122 Labor Distribution	CONT TO RET S
101	2/6/2008	$130 65	E	**41400**	122 Labor Distribution	CONT TO RET , S
101 BEST ADMINISTRATION	2/7/2008	$51 00	E	**41400**	131 02/07/2008 PP1 SERVICE FEE	CONT TO EMPLO
101	2/6/2008	$521 20	E	**41400**	131 Labor Distribution	CONT TO EMPLO
101	2/7/2008	$30 81	E	**41400**	170 Labor Distribution	MEDICARE
101	2/6/2008	$30 56	E	**41400**	170 Labor Distribution	MEDICARE
101 U S BANK VISA	3/4/2008	$3 72	E	**41400**	201 WAL-MART	OFFICE SUPPLIE
101 SCHWAAB, INC	3/4/2008	$42 49	E	**41400**	201 PRE-INKED STAMP LARGE	OFFICE SUPPLIE
101 INNOVATIVE OFFICE SOLUTI	3/4/2008	$14 65	E	**41400**	201 SUPPLIES	OFFICE SUPPLIE
101 QUILL	3/4/2008	$52 61	E	**41400**	201 SUPPLIES	OFFICE SUPPLIE
101 MANAGEMENT SERVICES	2/7/2008	$1,838 69	E	**41400**	302 CONSULTING	CONTRACT SERV
101 MANAGEMENT SERVICES	2/21/2008	$1,863 54	E	**41400**	302 CONSULTING	CONTRACT SERV

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101	TAYLOR, SARA	3/4/2008	$112 62	E	41400	400	MILEAGE REINBURSTMENT	USE OF PERSON
101	TAYLOR, SARA	3/4/2008	$15 00	E	41400	402	MILEAGE REINBURSTMENT	CONFERENCES &
101	LEAGUE OF MINNESOTA CIT	3/4/2008	$20 00	E	41400	402	FEE-REGISTRATION LCW 2008	CONFERENCES &
101	TR COMPUTER SALES LLC	3/4/2008	$30 00	E	41400	416	FLASH DRIVE - SARA	REPAIR/MAINT O
101	TR COMPUTER SALES LLC	3/4/2008	$99 04	E	41400	416	SONICWALL SUPPORT RENEW	REPAIR/MAINT O
101	TR COMPUTER SALES LLC	3/4/2008	$117 50	E	41400	416	TROUBLESHOOT WBESITE - W	REPAIR/MAINT O
101	U S BANK VISA	3/4/2008	$63 87	E	41400	570	WAL-MART	OFFICE EQUIPME
101	U S BANK VISA	3/4/2008	$31 94	E	41400	570	TARGET	OFFICE EQUIPME
	DEPT 41400 ADMINISTRATION		$9,725 70					
	DEPT 41910 PLANNING & ZONING							
101		2/6/2008	$4,100 17	E	41910	101	Labor Distribution	WAGES AND SAL
101		2/7/2008	$4,271 18	E	41910	101	Labor Distribution	WAGES AND SAL
101		2/7/2008	$277 64	E	41910	121	Labor Distribution	P E R A
101		2/6/2008	$266 53	E	41910	121	Labor Distribution	P E R A
101		2/7/2008	$262 85	E	41910	122	Labor Distribution	CONT TO RET , S
101		2/6/2008	$252 24	E	41910	122	Labor Distribution	CONT TO RET , S
101		2/6/2008	$977 00	E	41910	131	Labor Distribution	CONT TO EMPLO
101		2/7/2008	$61 48	E	41910	170	Labor Distribution	MEDICARE
101		2/6/2008	$59 00	E	41910	170	Labor Distribution	MEDICARE
101	INNOVATIVE OFFICE SOLUTI	3/4/2008	$8 24	E	41910	201	SUPPLIES	OFFICE SUPPLIE
101	QUILL	3/4/2008	$43 84	E	41910	201	SUPPLIES	OFFICE SUPPLIE
101	U S BANK VISA	3/4/2008	$3 72	E	41910	201	WAL-MART	OFFICE SUPPLIE
101	HOLIDAY FLEET	3/4/2008	$225 48	E	41910	212	FUEL	MOTOR FUELS &
101	MANAGEMENT SERVICES	2/21/2008	$1,663 88	E	41910	302	CONSULTING	CONTRACT SERV
101	MANAGEMENT SERVICES	2/7/2008	$1,641 69	E	41910	302	CONSULTING	CONTRACT SERV
101	DVS RENEWAL	3/4/2008	$108 50	E	41910	412	DODGE 2000 RENEWAL	REP & MAINT VE
101	CARQUEST AUTO PARTS	3/4/2008	$17 00	E	41910	412	WIPER BLADE	REP & MAINT VE
101	TR COMPUTER SALES LLC	3/4/2008	$49 52	E	41910	416	SONICWALL SUPPORT RENEW	REPAIR/MAINT O
101	10,000 LAKES CHAPTER	3/4/2008	$50 00	E	41910	433	ICC MEMBERSHIP FOR 2008	DUES & MEMBER
	DEPT 41910 PLANNING & ZONING		$14,339 96					
	DEPT 41940 MUNICIPAL BUILDINGS							
101	SHERWIN WILLIAMS LC	3/4/2008	$9 99	E	41940	220	1/2" DOV 9" COVER	OPERATING SUP
101	SHERWIN WILLIAMS LC	3/4/2008	$17 02	E	41940	220	PAINT - SUPPLIES	OPERATING SUP
101	INNOVATIVE OFFICE SOLUTI	3/4/2008	$110 66	E	41940	220	SUPPLIES	OPERATING SUP
101	U S BANK VISA	3/4/2008	$25 30	E	41940	220	THE HOME DEPOT	OPERATING SUP
101	SHERWIN WILLIAMS LC	3/4/2008	$21 69	E	41940	220	2060 2" LA	OPERATING SUP
101	SHERWIN WILLIAMS LC	3/4/2008	$9 68	E	41940	220	LCQ MSKING	OPERATING SUP
101	U S BANK VISA	3/4/2008	$21 09	E	41940	220	HIRSFIELD'S	OPERATING SUP
101	U S BANK VISA	3/4/2008	$25 30	E	41940	220	THE HOME DEPOT	OPERATING SUP
101	KIMBERLY A REIL	3/4/2008	$400 00	E	41940	302	CLEANING SERVICES	CONTRACT SERV
101	KIMBERLY A REIL	2/21/2008	$400 00	E	41940	302	1/2/08-1/23/08 CLEANING SERVI	CONTRACT SERV
101	OFFICE OF ENT TECHNOLO	3/4/2008	$370 71	E	41940	321	TELCOM	COMMUNICATION
101	COMCAST	3/4/2008	$34 95	E	41940	321	WEB	COMMUNICATION
101	XCEL	2/7/2008	$1,770 02	E	41940	380		ELECTRIC SERVI
101	XCEL	2/7/2008	$1,492 01	E	41940	381		FUEL FOR HEAT
101	MINNESOTA ELEVATOR	3/4/2008	$141 50	E	41940	420	SERVICE	R & M BLDGS, ST
101	SCHMIDT MECHANICAL	3/4/2008	$2,568 00	E	41940	420	PREVENTIVE MAINT - FD & PW	R & M BLDGS, ST
101	ELECTRO WATCHMAN, INC	3/4/2008	$219 75	E	41940	420	SECURITY SYSTEM	R & M BLDGS ST
101	SUMMIT FIRE PROTECTION	3/4/2008	$225 00	E	41940	420	ANNUAL FIRE SPRINKLER INSP	R & M BLDGS ST
	DEPT 41940 MUNICIPAL BUILDINGS		$7,862 67					
	DEPT 42100 POLICE							
101		2/6/2008	$2,078 93	E	42100	050	Labor Distribution	SEASONAL/PART
101		2/7/2008	$1,746 66	E	42100	050	Labor Distribution	SEASONAL/PART
101		2/6/2008	$11 585 61	E	42100	101	Labor Distribution	WAGES AND SAL
101		2/7/2008	$12,064 14	E	42100	101	Labor Distribution	WAGES AND SAL
101		2/7/2008	$2,421 31	E	42100	102	Labor Distribution	OVERTIME
101		2/6/2008	$867 82	E	42100	102	Labor Distribution	OVERTIME

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101	CITY OF WOODBURY	3/4/2008	$1 450 00	E	42100	107	WASH CO, SPECIAL RESPONS	TACTICAL TEAM
101		2/6/2008	$1 756 72	E	42100	121	Labor Distribution	P E R A
101		2/7/2008	$1,948 68	E	42100	121	Labor Distribution	P E R A
101		2/7/2008	$54 29	E	42100	122	Labor Distribution	CONT TO RET , S
101		2/6/2008	$50 35	E	42100	122	Labor Distribution	CONT TO RET , S
101		2/6/2008	$2,722 43	E	42100	131	Labor Distribution	CONT TO EMPLO
101	MINNESOTA UC FUND/DEPT	3/4/2008	$660 00	E	42100	140	07986003 - 2007 Q4 WAGE DET	UNEMPLOYMENT
101		2/7/2008	$194 86	E	42100	170	Labor Distribution	MEDICARE
101		2/6/2008	$175 56	E	42100	170	Labor Distribution	MEDICARE
101	U S BANK VISA	3/4/2008	$3 72	E	42100	201	WAL-MART	OFFICE SUPPLIE
101	INNOVATIVE OFFICE SOLUTI	3/4/2008	$14 65	E	42100	201	SUPPLIES	OFFICE SUPPLIE
101	QUILL	3/4/2008	$52 61	E	42100	201	SUPPLIES	OFFICE SUPPLIE
101	UNIFORMS UNLIMITED	3/4/2008	$31 42	E	42100	209	HLDR MAG	UNIFORMS - WILL
101	MAC TOOLS	3/4/2008	$77 99	E	42100	209	NITE GLOW BIG EASY LOCK TO	UNIFORMS - WILL
101	STREICHERS	3/4/2008	$152 98	E	42100	210	BOOTS - PD DEPT	UNIFORMS - LOG
101	CASPERSON MOTORS	3/4/2008	$20 65	E	42100	212	2501- BULB	MOTOR FUELS &
101	CASPERSON MOTORS	3/4/2008	$146 22	E	42100	212	2501-OIL,FILTER,HEADLIGHT &	MOTOR FUELS &
101	HOLIDAY FLEET	3/4/2008	$1,548 17	E	42100	212	FUEL	MOTOR FUELS &
101	CASPERSON MOTORS	3/4/2008	$58 53	E	42100	212	2502- REPLACED WIPER BLADE	MOTOR FUELS &
101	CASPERSON MOTORS	3/4/2008	$190 21	E	42100	212	2501- INSTALL FT DOME LIGHT,	MOTOR FUELS &
101	CASPERSON MOTORS	3/4/2008	$313 61	E	42100	212	2501-PUMP,ANTI FREEZE & CLA	MOTOR FUELS &
101	CASPERSON MOTORS	3/4/2008	$20 00	E	42100	212	2501- REPLACE WARRENTY BA	MOTOR FUELS &
101	U S BANK VISA	3/4/2008	$75 36	E	42100	220	CARBONE'S PIZZA	OPERATING SUP
101	U S BANK VISA	3/4/2008	$5 79	E	42100	220	CUB FOODS, INC	OPERATING SUP
101	U S BANK VISA	3/4/2008	$68 92	E	42100	220	PIZZA HO	OPERATING SUP
101	HOLIDAY FLEET	3/4/2008	$14 44	E	42100	220	FUEL	OPERATING SUP
101	HOLIDAY FLEET	3/4/2008	$4 25	E	42100	220	FUEL	OPERATING SUP
101	ECKBERG, LAMMERS BRIG	3/4/2008	$2,112 21	E	42100	300	PD - PROSECUTION	PROF SER-LEGAL
101	ECKBERG, LAMMERS BRIG	3/4/2008	$130 00	E	42100	300	13467-16892 RIVARD, DAVID VS	PROF SER-LEGAL
101	ECKBERG, LAMMERS, BRIG	3/4/2008	$2 60	E	42100	300	13467-16892 RIVARD, DAVID VS	PROF SER-LEGAL
101	ECKBERG, LAMMERS, BRIG	3/4/2008	$0 80	E	42100	300	FEES 13467-16181 WOLKERST	PROF SER-LEGAL
101	ECKBERG LAMMERS, BRIG	3/4/2008	$20 00	E	42100	300	RE 13467-16181 WOLKERSTOR	PROF SER-LEGAL
101	LAKEVIEW MEMORIAL HOSP	3/4/2008	$40 00	E	42100	306	PD - BLOOD DRAWS	PROF SER-OTHE
101	NEXTEL COMMUNICATIONS	3/4/2008	$265 95	E	42100	321	PD DEPT, CELLULAR	COMMUNICATION
101	VERIZON WIRELESS	3/4/2008	$60 83	E	42100	391	WIRELESS COMMUNICATIONS	SHARED AUTOMA
101	FURY DODGE CHRYSLER	3/4/2008	$523 63	E	42100	412	REPAIR 05 DODGE DURANGO	REP & MAINT VE
101	WARNING SYSTEMS	3/4/2008	$58 00	E	42100	412	PD - REPAIR OF ABLE2 IGN KE	REP & MAINT VE
101	TR COMPUTER SALES LLC	3/4/2008	$33 01	E	42100	416	SONICWALL SUPPORT RENEW	REPAIR/MAINT O
101	U S BANK VISA	3/4/2008	$26 61	E	42100	416	WALGREENS	REPAIR/MAINT O
101	U S BANK VISA	3/4/2008	$14 89	E	42100	416	WALGREENS	REPAIR/MAINT O
101	TR COMPUTER SALES LLC	3/4/2008	$57 50	E	42100	416	RECONFIGURE BACK UPS	REPAIR/MAINT O
101	U S BANK VISA	3/4/2008	$57 48	E	42100	416	CARTRIDGE WORLDMN	REPAIR/MAINT O
101	U S BANK VISA	3/4/2008	$42 37	E	42100	416	OFFICE MAX	REPAIR/MAINT O
101	U S BANK VISA	3/4/2008	$53 23	E	42100	416	OFFICE DEPOT	REPAIR/MAINT O
101	U S BANK VISA	3/4/2008	$39 37	E	42100	416	OFFICE MAX	REPAIR/MAINT O
101	MINNESOTA CHIEFS OF POL	3/4/2008	$26 63	E	42100	433	PD - CANCELLATION FEE - MCP	DUES & MEMBER
101	WASH CO CHIEF'S OF POLIC	3/4/2008	$50 00	E	42100	433	2008 DUES INDIVIDUAL MEMBE	DUES & MEMBER
	DEPT 42100 POLICE		$46,191 99					
	DEPT 42200 FIRE PROTECTION							
101		2/18/2008	$1,093 33	E	42200	101	Labor Distribution	WAGES AND SAL
101		2/18/2008	$29 66	E	42200	122	Labor Distribution	CONT TO RET S
101		2/18/2008	$12 24	E	42200	170	Labor Distribution	MEDICARE
101	W S DARLEY & CO	3/4/2008	$99 91	E	42200	202	BADGE TWO TONE - FD	UNIFORMS - MISC
101	HOLIDAY FLEET	3/4/2008	$598 59	E	42200	212	FUEL	MOTOR FUELS &
101	RIVER VALLEY PRINTING	3/4/2008	$127 80	E	42200	220	FD - CARDS	OPERATING SUP
101	BOUND TREE MEDICAL, LLC	3/4/2008	$196 09	E	42200	240	FD - MASK & GLOVES	SMALL TOOLS-E
101	EMS EDUCATION TRAINING	3/4/2008	$945 00	E	42200	306	19 STUDENTS - FD RECERTIFIC	PROF SER-OTHE
101	NOVA COMMUNICATIONS	3/4/2008	$60 00	E	42200	306	FD - COMMUNICATIONS	PROF SER-OTHE
101	DISTRICT 2	3/4/2008	$1,971 00	E	42200	412	FIRE EQUIPMENT FOR NEW TR	REP & MAINT VE
101	EMERGENCY APPARATUS M	3/4/2008	$207 05	E	42200	412	RECEPTACLE - FD	REP & MAINT VE

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101 EMERGENCY APPARATUS M	3/4/2008	$43 71	E	42200	412 CHROME HANDLE	REP & MAINT VE
101 OUTDOOR POWER REPAIR	3/4/2008	$159 35	E	42200	419 REPLACED CARB - FD	REPAIR & MAINT
101 SUMMIT FIRE PROTECTION	3/4/2008	$225 00	E	42200	420 ANNUAL FIRE SPRINKLER INSP	R & M BLDGS ST
DEPT 42200 FIRE PROTECTION		$5,768 73				
DEPT 43100 STREET MAINT						
101	2/7/2008	$1,641 60	E	43100	101 Labor Distribution	WAGES AND SAL
101	2/6/2008	$1,641 60	E	43100	101 Labor Distribution	WAGES AND SAL
101	2/7/2008	$737 10	E	43100	102 Labor Distribution	OVERTIME
101	2/6/2008	$228 90	E	43100	102 Labor Distribution	OVERTIME
101	2/7/2008	$154 62	E	43100	121 Labor Distribution	P E R A
101	2/6/2008	$121 59	E	43100	121 Labor Distribution	P E R A
101	2/7/2008	$146 64	E	43100	122 Labor Distribution	CONT TO RET S
101	2/6/2008	$115 28	E	43100	122 Labor Distribution	CONT TO RET S
101	2/6/2008	$409 94	E	43100	131 Labor Distribution	CONT TO EMPLO
101 LEAGUE OF MINNESOTA CIT	3/4/2008	$89 50	E	43100	150 JOSHUA EISINGER	WORKER'S COMP
101	2/6/2008	$26 96	E	43100	170 Labor Distribution	MEDICARE
101	2/7/2008	$34 30	E	43100	170 Labor Distribution	MEDICARE
101 EISINGER, JOSH	3/4/2008	$88 50	E	43100	205 PANTS - PW DEPT	UNIFORMS - JOS
101 HOLIDAY FLEET	3/4/2008	$422 80	E	43100	212 FUEL	MOTOR FUELS &
101 MENARDS-STILLWATER	3/4/2008	$12 72	E	43100	220 JUMBO CHISEL, KING SIZE CHI	OPERATING SUP
101 RHOMAR INDUSTRIES, INC	3/4/2008	$1,204 52	E	43100	220 NEUTRO-WASH APPLICATOR,	OPERATING SUP
101 WASH COUNTY PUBLIC HEA	3/4/2008	$55 00	E	43100	220 HAZARDOUS WASTE GENERAT	OPERATING SUP
101 OXYGEN SERVICE COMPAN	3/4/2008	$5 61	E	43100	220 PW - CYLINDER RENTAL	OPERATING SUP
101 WASHINGTON CO TRANSPO	3/4/2008	$1 175 42	E	43100	225 SNOW & ICE CONTROL	SALT & SAND PU
101 CENTURY POWER EQUIPME	3/4/2008	$617 70	E	43100	240 NEW STIKE - PW	SMALL TOOLS-E
101 GRAINGER	3/4/2008	$98 72	E	43100	240 2 EAR MUFF, & LINER - FD	SMALL TOOLS-E
101 MAC QUEEN EQUIPMENT	3/4/2008	$50 00	E	43100	402 2008 ELGIN SWEEPER CLINCI	CONFERENCES &
101 SHERWIN WILLIAMS LC	3/4/2008	$8 50	E	43100	412 RUST GARY	REP & MAINT VE
101 NORTHERN ENGINE & SUPP	3/4/2008	-$0 24	E	43100	412 PARTS	REP & MAINT VE
101 NORTHERN ENGINE & SUPP	3/4/2008	$25 58	E	43100	412 PARTS	REP & MAINT VE
101 H&L MESABI	3/4/2008	$199 49	E	43100	412	REP & MAINT VE
101 BAUER BUILT	3/4/2008	$743 44	E	43100	412 TIRES & WHEELS - 93 FORD	REP & MAINT VE
101 NORTHERN ENGINE & SUPP	3/4/2008	$25 58	E	43100	412 TRIANGLE KIT	REP & MAINT VE
101 CARQUEST AUTO PARTS	3/4/2008	$125 31	E	43100	412 OIL FILTER, AIR FILTER HI-POP	REP & MAINT VE
101 CRYSTEEL	3/4/2008	$13 90	E	43100	412 HOSE DISCONNECT ASSY	REP & MAINT VE
101 BOYER TRUCKS	3/4/2008	$376 11	E	43100	412 PARTS	REP & MAINT VE
101 H&L MESABI	3/4/2008	$435 37	E	43100	412	REP & MAINT VE
101 TR COMPUTER SALES LLC	3/4/2008	$33 01	E	43100	416 SONICWALL SUPPORT RENEW	REPAIR/MAINT O
101 SUMMIT FIRE PROTECTION	3/4/2008	$225 00	E	43100	420 ANNUAL FIRE SPRINKLER INSP	R & M BLDGS ST
101 ZIEGLER INC	3/4/2008	$239 97	E	43100	431 RENTAL	RENTAL OF EQUI
101 SPRINT	3/4/2008	$484 25	E	43100	550 TWO WAY RADIO - 2007 PLOW	MOTOR VEHICLE
DEPT 43100 STREET MAINT		$12,014 29				
DEPT 43160 STREET LIGHTING						
101 XCEL	2/7/2008	$2,101 70	E	43160	380	ELECTRIC SERVI
101 LINNER ELECTRIC	3/4/2008	$571 00	E	43160	419 1 WESTINGHOUSE 2P 100A CIR	REPAIR & MAINT
DEPT 43160 STREET LIGHTING		$2 672 70				
DEPT 43200 PARKS						
101	2/7/2008	$703 00	E	43200	050 Labor Distribution	SEASONAL/PART
101	2/6/2008	$524 00	E	43200	050 Labor Distribution	SEASONAL/PART
101	2/6/2008	$900 00	E	43200	101 Labor Distribution	WAGES AND SAL
101	2/7/2008	$900 00	E	43200	101 Labor Distribution	WAGES AND SAL
101	2/7/2008	$58 50	E	43200	121 Labor Distribution	P E R A
101	2/6/2008	$58 50	E	43200	121 Labor Distribution	P E R A
101	2/6/2008	$71 87	E	43200	122 Labor Distribution	CONT TO RET , S
101	2/7/2008	$70 61	E	43200	122 Labor Distribution	CONT TO RET S
101	2/6/2008	$183 16	E	43200	131 Labor Distribution	CONT TO EMPLO
101	2/7/2008	$22 76	E	43200	170 Labor Distribution	MEDICARE

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101	2/6/2008	$20 14	E	**43200**	170 Labor Distribution	MEDICARE
101 HOLIDAY FLEET	3/4/2008	$176 65	E	**43200**	212 FUEL	MOTOR FUELS &
101 MTI	3/4/2008	$69 28	E	**43200**	412 WIPER ARM, WIPER BLD	REP & MAINT VE
101 MTI	3/4/2008	$41 55	E	**43200**	412 PW - CABLE CONTROL & PPAR	REP & MAINT VE
101 CENTURY POWER EQUIPME	3/4/2008	$3 80	E	**43200**	412 NOZZLE (FLAT) PW	REP & MAINT VE
101 TR COMPUTER SALES LLC	3/4/2008	$33 01	E	**43200**	416 SONICWALL SUPPORT RENEW	REPAIR/MAINT O
101 AIR FRESH PORTABLE TOIL	3/4/2008	$167 74	E	**43200**	425 MONTHLY RENTAL	SATILLITIES
DEPT 43200 PARKS		$4 004 57				
DEPT 43300 CEMETERY						
101 HOLIDAY FLEET	3/4/2008	$89 87	E	**43300**	212 FUEL	MOTOR FUELS &
DEPT 43300 CEMETERY		$89 87				
FUND 101 GENERAL		$135,458 68				
FUND 107 TIF REDEVELOPMENT DISTRICT 2-1						
DEPT 00000 GENERAL GOVERNMENT						
107 PRESBYTERIAN HOMES	3/4/2008	$13,996 88	E	**00000**	306 2007 Tax Settlement	PROF SER-OTHE
DEPT 00000 GENERAL GOVERNMENT		$13,996 88				
FUND 107 TIF REDEVELOPMENT DISTRICT 2-1		$13 996 88				
FUND 206 WATER/SEWER IMPROVEMENT FUND						
DEPT 41605 INFLOW/INFILTRATION						
206 S E H	3/4/2008	$1,461 00	E	**41605**	301 INFLOW & INFILTRATION	PROF SER-ENGIN
DEPT 41605 INFLOW/INFILTRATION		$1,461 00				
FUND 206 WATER/SEWER IMPROVEMENT FUND		$1 461 00				
FUND 207 PARK IMPROVEMENT FUND						
DEPT 44100 PROJECT						
207 SANDERS WACKER BERGLY	3/4/2008	$962 02	E	**44100**	444 LAKESIDE PARK - DESIGN DEV	COMMUNITY PRO
207 SANDERS WACKER BERGLY	3/4/2008	$4,855 16	E	**44100**	444 BARKER'S ALPS	COMMUNITY PRO
207 JANSEN BUILDERS INC	2/27/2008	$12 341 64	E	**44100**	530 LAKESIDE PARK PHASE ONE	CAPITAL OUTLAY
DEPT 44100 PROJECT		$18,158 82				
FUND 207 PARK IMPROVEMENT FUND		$18,158 82				
FUND 211 LIBRARY						
DEPT 45500 LIBRARY						
211	2/6/2008	$2,473 68	E	**45500**	050 Labor Distribution	SEASONAL/PART
211	2/7/2008	$2,551 18	E	**45500**	050 Labor Distribution	SEASONAL/PART
211	2/6/2008	$2,626 31	E	**45500**	101 Labor Distribution	WAGES AND SAL
211	2/7/2008	$2,626 31	E	**45500**	101 Labor Distribution	WAGES AND SAL
211	2/7/2008	$303 78	E	**45500**	121 Labor Distribution	P E R A
211	2/6/2008	$312 48	E	**45500**	121 Labor Distribution	P E R A
211	2/7/2008	$314 32	E	**45500**	122 Labor Distribution	CONT TO RET , S
211	2/6/2008	$309 52	E	**45500**	122 Labor Distribution	CONT TO RET , S
211	2/6/2008	$399 65	E	**45500**	131 Labor Distribution	CONT TO EMPLO
211	2/6/2008	$72 40	E	**45500**	170 Labor Distribution	MEDICARE
211	2/7/2008	$73 50	E	**45500**	170 Labor Distribution	MEDICARE
211 INNOVATIVE OFFICE SOLUTI	3/4/2008	$91 56	E	**45500**	201 LIBRARY - OFFICE SUPPLIES	OFFICE SUPPLIE
211 BAKER & TAYLOR	3/4/2008	$22 44	E	**45500**	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	3/4/2008	$78 88	E	**45500**	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	3/4/2008	$33 66	E	**45500**	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	3/4/2008	$18 74	E	**45500**	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	3/4/2008	$441 40	E	**45500**	217 BOOKS	MATERIALS & PR

CITY OF BAYPORT

MONTHLY EXPENSES

Period Name: FEBRUARY

FUND	Search Name	Tran Date	Amount	Act Typ	DEPT	OBJ	Comments	OBJ Descr
211	MIDAMERICA BOOKS	3/4/2008	$283 76	E	45500		217 BOOKS	MATERIALS & PR
211	BAKER & TAYLOR	3/4/2008	$848 86	E	45500		217 BOOKS	MATERIALS & PR
211	PUBLIC LIBRARY ASSOCIATI	3/4/2008	$50 00	E	45500		217 RENEWAL NOTICE	MATERIALS & PR
211	BAKER & TAYLOR	3/4/2008	$56 16	E	45500		217 BOOKS	MATERIALS & PR
211	BAKER & TAYLOR	3/4/2008	$101 58	E	45500		217 BOOKS	MATERIALS & PR
211	BAKER & TAYLOR	3/4/2008	$68 54	E	45500		217 BOOKS	MATERIALS & PR
211	BAKER & TAYLOR	3/4/2008	$9 97	E	45500		217 BOOKS	MATERIALS & PR
211	BAKER & TAYLOR	3/4/2008	$3 87	E	45500		217 BOOKS	MATERIALS & PR
211	BAKER & TAYLOR	3/4/2008	$343 37	E	45500		217 BOOKS	MATERIALS & PR
211	BAKER & TAYLOR	3/4/2008	$13 58	E	45500		217 BOOKS	MATERIALS & PR
211	BAKER & TAYLOR	3/4/2008	$13 54	E	45500		217 BOOKS	MATERIALS & PR
211	BAKER & TAYLOR	3/4/2008	$4 98	E	45500		217 BOOKS	MATERIALS & PR
211	BAKER & TAYLOR	3/4/2008	$446 81	E	45500		217 BOOKS	MATERIALS & PR
211	BAKER & TAYLOR	3/4/2008	$44 20	E	45500		217 BOOKS	MATERIALS & PR
211	BAKER & TAYLOR	3/4/2008	$19 38	E	45500		217 BOOKS	MATERIALS & PR
211	BAKER & TAYLOR	3/4/2008	$13 54	E	45500		217 BOOKS	MATERIALS & PR
211	BAKER & TAYLOR	3/4/2008	$9 97	E	45500		217 BOOKS	MATERIALS & PR
211	BAKER & TAYLOR	3/4/2008	$9 41	E	45500		217 BOOKS	MATERIALS & PR
211	SCHOLASTIC LIBRARY PUBL	3/4/2008	$116 35	E	45500		217 MATERIAL - BOOKS	MATERIALS & PR
211	BAKER & TAYLOR	3/4/2008	$55 87	E	45500		217 BOOKS	MATERIALS & PR
211	BAKER & TAYLOR	3/4/2008	$44 27	E	45500		217 BOOKS	MATERIALS & PR
211	BAKER & TAYLOR	3/4/2008	$69 47	E	45500		217 BOOKS	MATERIALS & PR
211	BAKER & TAYLOR	3/4/2008	$66 19	E	45500		217 BOOKS	MATERIALS & PR
211	BAKER & TAYLOR	3/4/2008	$78 77	E	45500		217 BOOKS	MATERIALS & PR
211	DEMCO	3/4/2008	$28 78	E	45500		220 BOOKPLATES	OPERATING SUP
211	DEMCO	3/4/2008	$58 31	E	45500		220 BOX - FOIL -BACK	OPERATING SUP
211	INNOVATIVE OFFICE SOLUTI	3/4/2008	$52 04	E	45500		220 LIBRARY - OFFICE SUPPLIES	OPERATING SUP
211	KINDER MELODIES	3/4/2008	$600 00	E	45500		302 STORY TIME - LIBRARY	CONTRACT SERV
211	TRU-CLEAN MAINTENANCE	3/4/2008	$1,800 00	E	45500		302 CLEANING SCHEDULE	CONTRACT SERV
211	INTEGRA TELECOM	3/4/2008	$19 72	E	45500		321 LIB - COMMUNICATIONS	COMMUNICATION
211	OFFICE OF ENT TECHNOLO	3/4/2008	$60 08	E	45500		321 TELECOM SERV LIBRARY	COMMUNICATION
211	WASHINGTON COUNTY LIBR	3/4/2008	$76 26	E	45500		322 4TH QTR 2007 POSTAGE FOR	POSTAGE
211	WASHINGTON COUNTY LIBR	3/4/2008	$50 80	E	45500		322 SHARE OF THE GALE ANTIQUE	POSTAGE
211	WASHINGTON COUNTY LIBR	3/4/2008	$52 50	E	45500		322 SHARE SYMANTEC CORPORAT	POSTAGE
211	WASHINGTON COUNTY LIBR	3/4/2008	$75 00	E	45500		322 LIBRARY SHARE COMPUTERS	POSTAGE
211	XCEL	2/7/2008	$856 23	E	45500		380	ELECTRIC SERVI
211	XCEL	2/7/2008	$903 88	E	45500		381	FUEL FOR HEAT
211	TOSHIBA BUSINESS SOLUTI	3/4/2008	$33 25	E	45500		416 BAND 1 - LIBRARY	REPAIR/MAINT O
211	TOSHIBA BUSINESS SOLUTI	3/4/2008	$59 14	E	45500		416 STAPLE CTRG	REPAIR/MAINT O
211	MINNESOTA ELEVATOR	3/4/2008	$133 67	E	45500		420 LIBRARY - INSPECTION	R & M BLDGS, ST
211	SUMMIT FIRE PROTECTION	3/4/2008	$225 00	E	45500		420 FIRE SPRINKLER	R & M BLDGS, ST
211	PLUNKETT'S PEST CONTRO	3/4/2008	$93 60	E	45500		420 PEST CONTROL	R & M BLDGS, ST
211	MALCOLITE COPRORATION	3/4/2008	$470 80	E	45500		420 CUSTOM DIFFUSER - LIBRARY	R & M BLDGS, ST
	DEPT 45500 LIBRARY		$21,171 31					
FUND 211 LIBRARY			$21 171 31					
FUND 601 WATER								
	DEPT 46110 WATER-PUMPHOUSE							
601	XCEL	2/7/2008	$1,631 51	E	46110		380	ELECTRIC SERVI
601	XCEL	2/7/2008	$333 79	E	46110		381	FUEL FOR HEAT
601	MN DNR WATERS	2/15/2008	$459 89	E	46110		382 ANNUAL WATER USE	PUMPAGE FEES
	DEPT 46110 WATER-PUMPHOUSE		$2,425 19					
	DEPT 46120 WATER							
601		2/7/2008	$3,014 55	E	46120		101 Labor Distribution	WAGES AND SAL
601		2/6/2008	$3,014 55	E	46120		101 Labor Distribution	WAGES AND SAL
601		2/6/2008	$195 95	E	46120		121 Labor Distribution	P E R A
601		2/7/2008	$195 95	E	46120		121 Labor Distribution	P E R A
601		2/6/2008	$178 73	E	46120		122 Labor Distribution	CONT TO RET S

CITY OF BAYPORT

MONTHLY EXPENSES

Period Name. FEBRUARY

FUND Search Name	Tran Date	Amount	Act Typ	DEPT	OBJ Comments	OBJ Descr
601	2/7/2008	$178 91	E	46120	122 Labor Distribution	CONT TO RET S
601	2/6/2008	$724 38	E	46120	131 Labor Distribution	CONT TO EMPLO
601	2/6/2008	$41 81	E	46120	170 Labor Distribution	MEDICARE
601	2/7/2008	$41 84	E	46120	170 Labor Distribution	MEDICARE
601 QUILL	3/4/2008	$8 76	E	46120	201 SUPPLIES	OFFICE SUPPLIE
601 HOLIDAY FLEET	3/4/2008	$427 18	E	46120	212 FUEL	MOTOR FUELS &
601 HAWKINS WATER	3/4/2008	$10 00	E	46120	216 150 LB CHLORINE CYLINDER	CHEMICALS AND
601 BLUESTONE ENGINEERING	3/4/2008	$728 06	E	46120	301 CONSULTING - 2007	PROF SER-ENGIN
601 MANAGEMENT SERVICES	2/7/2008	$1,444 69	E	46120	302 CONSULTING	CONTRACT SERV
601 MANAGEMENT SERVICES	2/21/2008	$1,464 21	E	46120	302 CONSULTING	CONTRACT SERV
601 ONE CALL CONCEPTS	3/4/2008	$105 80	E	46120	307 PW - TICKETS	GOPHER STATE
601 USAMOBILITY	3/4/2008	$3 76	E	46120	321 PAGERS	COMMUNICATION
601 USAMOBILITY	3/4/2008	$3 76	E	46120	321 PAGERS	COMMUNICATION
601 USAMOBILITY	3/4/2008	$3 76	E	46120	321 PAGERS	COMMUNICATION
601 USAMOBILITY	3/4/2008	$3 76	E	46120	321 PAGERS	COMMUNICATION
601 USAMOBILITY	3/4/2008	$3 76	E	46120	321 PAGERS	COMMUNICATION
601 USAMOBILITY	3/4/2008	$3 76	E	46120	321 PAGERS	COMMUNICATION
601 USAMOBILITY	3/4/2008	$3 76	E	46120	321 PAGERS	COMMUNICATION
601 USAMOBILITY	3/4/2008	$3 76	E	46120	321 PAGERS	COMMUNICATION
601 USAMOBILITY	3/4/2008	$3 76	E	46120	321 PAGERS	COMMUNICATION
601 USAMOBILITY	3/4/2008	$3 76	E	46120	321 PAGERS	COMMUNICATION
601 XCEL	2/7/2008	$1,284 98	E	46120	380	ELECTRIC SERVI
601 XCEL	2/7/2008	$2,134 99	E	46120	381	FUEL FOR HEAT
601 TR COMPUTER SALES LLC	3/4/2008	$16 50	E	46120	416 SONICWALL SUPPORT RENEW	REPAIR/MAINT O
601 MCCARTHY WELL COMPANY	3/4/2008	$405 00	E	46120	419 PUMP PERFORMANCE INSPEC	REPAIR & MAINT
601 NORTHERN WATERWORKS	3/4/2008	$153 42	E	46120	419 4 HYMAX CPLG 425-563 PW DE	REPAIR & MAINT
601 HD SUPPLY WATERWORKS	3/4/2008	$205 33	E	46120	419 W1000 REGISTATION	REPAIR & MAINT
601 HD SUPPLY WATERWORKS	3/4/2008	$205 33	E	46120	419 4"W1000 ECR REG-1000 GAL & I	REPAIR & MAINT
601 MINNESOTA DEPT OF HEAL	3/4/2008	$994 00	E	46120	430 QUARTERLY SERVICE CONNE	MISC
DEPT 46120 WATER		$17,216 28				
FUND 601 WATER		$19 641 47				
FUND 602 SEWER						
DEPT 46200 SEWER - OPERATING						
602	2/7/2008	$3,914 52	E	46200	101 Labor Distribution	WAGES AND SAL
602	2/6/2008	$3,914 52	E	46200	101 Labor Distribution	WAGES AND SAL
602	2/7/2008	$254 43	E	46200	121 Labor Distribution	P E R A
602	2/6/2008	$254 43	E	46200	121 Labor Distribution	P E R A
602	2/7/2008	$232 60	E	46200	122 Labor Distribution	CONT TO RET , S
602	2/6/2008	$232 37	E	46200	122 Labor Distribution	CONT TO RET , S
602	2/6/2008	$907 47	E	46200	131 Labor Distribution	CONT TO EMPLO
602	2/7/2008	$54 38	E	46200	170 Labor Distribution	MEDICARE
602	2/6/2008	$54 32	E	46200	170 Labor Distribution	MEDICARE
602 QUILL	3/4/2008	$8 79	E	46200	201 SUPPLIES	OFFICE SUPPLIE
602 HOLIDAY FLEET	3/4/2008	$248 44	E	46200	212 FUEL	MOTOR FUELS &
602 CARQUEST AUTO PARTS	3/4/2008	$10 17	E	46200	240 HD PUMICE	SMALL TOOLS-E
602 CARQUEST AUTO PARTS	3/4/2008	$10 17	E	46200	240 HD PUMICE	SMALL TOOLS-E
602 CARQUEST AUTO PARTS	3/4/2008	$62 80	E	46200	240 PRO SERIES FLUOR ANGLE	SMALL TOOLS-E
602 MANAGEMENT SERVICES	2/7/2008	$1,444 69	E	46200	302 CONSULTING	CONTRACT SERV
602 MANAGEMENT SERVICES	2/21/2008	$1,464 21	E	46200	302 CONSULTING	CONTRACT SERV
602 TR COMPUTER SALES LLC	3/4/2008	$16 54	E	46200	416 SONICWALL SUPPORT RENEW	REPAIR/MAINT O
602 CLOG UN-BOGGLER INC	3/4/2008	$125 00	E	46200	419 314 4TH ST CAMERA MAIN PIP	REPAIR & MAINT
DEPT 46200 SEWER - OPERATING		$13,209 85				
DEPT 46990 SEWER - NON-OPERATING						
602 METROPOLITAN COUNCIL (S	3/4/2008	$23 684 61	E	46990	434 ANNUAL FLOW FEE	STATE FEES FOR

CITY OF BAYPORT

MONTHLY EXPENSES

Period Name. FEBRUARY

FUND Search Name	Tran Date	Amount	Act Typ	DEPT	OBJ Comments	OBJ Descr
DEPT 46990 SEWER - NON-OPERATING		$23 684 61				
FUND 602 SEWER		$36,894 46				
FUND 803 P & Z ESCROWS						
DEPT 41910 PLANNING & ZONING						
803 ECKBERG, LAMMERS, BRIG	3/4/2008	$510 90	E	**41910**	300 INSPIRATION DEVEL 13467-120	PROF SER-LEGAL
803 ECKBERG, LAMMERS BRIG	3/4/2008	$65 00	E	**41910**	300 WATER EXTENSION TO BAYTO	PROF SER-LEGAL
803 ECKBERG, LAMMERS BRIG	3/4/2008	$39 00	E	**41910**	300 16989 ST CROIX PREP	PROF SER-LEGAL
803 S E H	3/4/2008	$2 326 50	E	**41910**	301 PRLIMINARY REPORT ST CROI	PROF SER-ENGIN
DEPT 41910 PLANNING & ZONING		$2,941 40				
FUND 803 P & Z ESCROWS		$2,941 40				
		$249 724 02				

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

Building Permit Log

For: February, 2008

Permit Number: BP2008-4
Parcel Address: 125 6th St N.
Applicant:LINDUS CONSTRUCTION, INC.
LINDUS CONSTRUCTION, INC. RESIDENTIAL
Construction Value:$5,250.00

Filing Date: 2/15/2008
BAYPORT, MN 55003
Applicant Phone: 715-684-4647

Total Fees: $135 37

Permit Number: BP2008-6
Parcel Address: 624 Minnesota St. S
Applicant:RENEWAL BY ANDERSEN, INC.
RENEWAL BY ANDERSEN, INC. RESIDENTIAL
Construction Value:$2,627 00

Filing Date: 2/22/2008
BAYPORT, MN 55003
Applicant Phone: 651-264-4777

Total Fees: $89 81

Permit Number: MC2008-2
Parcel Address: 628 OAKWOOD St
Applicant:TWIN PEAKS HEATING & AC
TWIN PEAKS HEATING & AC MECHANICAL
Construction Value:$6,500.00

Filing Date: 2/14/2008
BAYPORT, MN 55003
Applicant Phone: 763-286-8400

Total Fees: $75.50

Permit Number: PL2008-2
Parcel Address: 244 6TH St. N.
Applicant:CHAMPION PLUMBING LLC
CHAMPION PLUMBING LLC Plumber
Construction Value:$800.00

Filing Date: 2/13/2008
BAYPORT, MN 55003
Applicant Phone: 651-365-1340

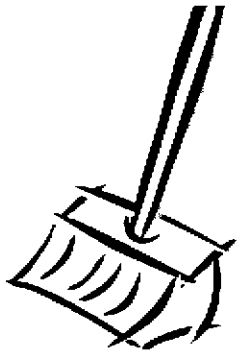
Total Fees: $75 50

Permit Number: PL2008-3
Parcel Address: 628 OAKWOOD St.
Applicant:NORTHWOODS PLUMBING INC.
NORTHWOODS PLUMBING INC. Plumber
Construction Value:$12,000.00

Filing Date: 2/15/2008
BAYPORT, MN 55003
Applicant Phone: 612-282-6369

Total Fees: $75.50

Bayport Citywide Cleanup Day
Saturday, June 14, 2008
8:00 a.m. – 11:30 a.m.



FREE to residents of Bayport!

Drop-off site:

Vacant lot just south of the Bayport Public Works Building, at the intersection of Second Ave. S., and Lakeside Drive

How to participate:

- Bring a driver's license or state issued identification card that verifies residency within Bayport. Materials will not be accepted from individuals without valid identification.
- Bring only household materials for drop-off that are specifically listed below to ensure the materials will be accepted. Materials that are not listed below may not be accepted.

Household materials that will be accepted:

- **Non-perishable general junk:** Must be under 100 pounds per item.
- **Carpet/carpet pad:** Must be no longer than 5 ft, no wider than 1 ft in diameter, and securely rolled and tied.
- **Mattresses, box springs, and furniture**
- **Metal desks, cabinets, fencing, swing sets, bicycles, lawn mowers:** Must be under 100 pounds, no longer than 5 ft, with non-metal parts removed and fluids drained
- **Stoves, refrigerators, washers, dryers, microwaves, dishwashers, air conditioners, dehumidifiers, water heaters:** Limited to 2 appliances per household, doors must be taped shut, and fluids must be drained. Natural gas/propane refrigeration units will not be accepted
- **Construction materials:** Limited to the amount that can fit into a level standard-size pickup truck. Lumber cannot have protruding nails or be longer than 5 ft. Railroad ties or treated lumber will not be accepted.
- **Tires:** Limited to 2 tires per household and metal rims must be removed
- **Televisions, stereos, computers, monitors, keyboards, printers, fax machines:** Limited to 2 electronic items per household, which must be securely tied to avoid loss of parts
- **Yard waste:** Limited to bagged leaves and grass clippings.

Residents with questions may contact City Hall at 651-275-4404.

HUGH J. ANDERSEN FOUNDATION

SARAH J ANDERSEN - *President* • CHRISTINE E ANDERSEN - *Vice President* • STEPHEN S WOLFSON - *Vice President*
WILLIAM H RUBENSTEIN - *Secretary-Treasurer* • LISA W COPELAND - *Director*

February 18, 2008

Mr Mike Bell
Fire Chief
Bayport Fire Department
294 3rd Street North
Bayport, MN 55003

Dear Mr Bell.

The Hugh J Andersen Foundation has received your letter documenting raising $24,789 as part of the Pumper Truck Capital Campaign. Enclosed is a check for $45.000 00 representing payment of our pledge for the 2101 Pumper Truck for Bayport Fire Department. The Hugh J Andersen Foundation is pleased to offer you this assistance.

Whenever you refer to this grant. please use the entire name of the Hugh J Andersen Foundation so that it is not confused with other foundations that have a similar name Enclosed is the Foundation's current annual report for your information

We look forward to hearing from you through your organizational publications and other correspondence. We wish you continued success

IRS Regulations require that an acknowledgement letter be sent to the Foundation at the address below, stating the total amount of the grant awarded **and that no goods or services were provided in exchange for the grant award.** We appreciate your cooperation regarding this requirement

Sincerely,

Sarah J. Andersen
President

SJA.cbh

Enclosure

WHITE PINE BUILDING • 342 FIFTH AVENUE NORTH • BAYPORT, MN 55003-1207
651-439-1557 • 1-888-439-9508 • FAX 651-439-9480 • www.srinc.biz

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

DATE: February 27, 2008

TO. Mayor and City Council

FROM: Mike McGuire, City Administrator

RE. Information plaque for ice harvesting equipment at Lakeside Park

BACKGROUND

As you know, last year the City Council accepted a gear that was used to harvest ice in the bay on the St. Croix River, which was donated by Richard Hayner Since then, staff has been working on creating a display for the equipment, which includes some history on ice harvesting and how the gear was used in the process.

City employee Tim Gardner has been in touch with local individuals that have some original newspaper clippings and photos related to the ice harvesting that took place in Bayport. However, the information is in desperate need of restoration and repair, in order for it to be legible for use in the display.

The city has received a quote for the restoration (see attached) and feels this is a reasonable cost. Staff feels that this is a unique and interesting part of Bayport's history and believes it would compliment the historical information on the button factory kiosk sign that is already located at Lakeside Park.

RECOMMENDATION

Staff recommends the City Council consider authorizing the restoration of the historical information related to ice harvesting to include in a display at Lakeside Park, with the cost to be paid from the City Council special project fund.

IMAGES OF THE PAST

218 MAIN STREET NO.
STILLWATER, MN55082
TELEPHONE 651.439.1252
WWW.IMAGESOFTHEPAST.COM

Phone _____ Date 2-25-08

Name, Last Bayport (City of) First _____

Address _____

City _____ State _____ Zip _____

	CHARGES
2 Scans @ 11 x 15 50.00 ea	100.00
Restoration	300.00
Giclee print 15½ x 22	100.00
Lab print " "	60.00

SUB-TOTAL	560.00
(overnight)	600.00
TAX	39.00
TOTAL	$639.00
Deposit	
Balance Due	

I understand that my photographs shall receive careful attention and protection. It is further understood and agreed that despite this attention and care, should any damage of loss occur to my photograph(s), neither IMAGES of the PAST and PRESENT nor any of its employees shall be held liable in any way

_____

PATRON'S APPROVAL

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

Date: February 27, 2008

To: Council Members and
City Administrator Michael McGuire

From: Chief of Police Laura Eastman

Subject: Part-time Over time Pay

Please consider this memorandum as a request to pay part-time officers over time pay for hours over 80 in a pay period. If approved this would only occur during emergency circumstances for important cases such as time sensitive investigations and search warrants.

ALLIED WASTE SERVICES

February 27, 2008

Mike McGuire & Sara Taylor
City of Bayport
294 N. 3rd St
Bayport, MN 55003

Dear Mike and Sara,

Thank you very much for your time this morning It was a very good discussion and a great chance for us to resolve the yardwaste service question that came up over the last couple of weeks.

Below is a quick summary of our conversation from this morning:

I look forward to attending the City Council Meeting on Monday March 3rd to offer any further explanation and to offer my apologies for any misunderstanding I created at the City Council meeting January 7. Clearly I misspoke at that meeting and want to make sure everyone understands that it was not my intention to confuse the issue. Simply put, Allied Waste, as part of its service offering in this contract, provides curbside yardwaste services for any household in Bayport that requests it. However, where I made the mistake was that I did not add that this service is not part of the monthly fee and that it is an optional service with its own rates, etc. We have been providing this exact service for the residents of Bayport since before 2000 and will continue to provide this service. The rate for the 2008 season will continue to be $48.00 for unlimited yardwaste service.

As a show of good faith to the City and its residents, Allied Waste, we will be offering the additional services of bagged grass clippings and bagged leaf disposal at the 2008 Bayport City Wide Cleanup scheduled for June 14. We will donate the labor and a truck and will pay for the disposal of these two items. We will accept household quantities of these materials and will completely cover the costs of these items for the City.

I look forward to seeing both of you again Monday night and look forward to addressing the Council with my apology for the confusion this has caused.

Most Sincerely,
Rich Hirstein
Rich Hirstein
Allied Waste Services

9615 Flying Cloud Dr
Eden Prairie, MN 55347
952 94 8394 / Fax 952 946 5333
www.AlliedWasteTwinCities.com

A Comparison for the City of Bayport: Trash, Recycling and Yardwaste Services Costs

2/25/2008

	Bayport	Vadnais Heights	Little Canada	City of White Bear Lake	White Bear Township	North St. Paul	Oak Park Heights
Number of Households	600	4,115	1,945	6,750	3,900	3,450	1,800?
Container Size and Service							
90 gallon	$17 90	$17 83	$16 82	$15 95	$20 51	$9 08	$26 10
60 gallon	$15 15	$15 31	$14 41	$13 95	$17 83	$7 99	$21 30
30 gallon	$12 90	$13 44	$12 60	$11 95	$16 49	$7 60	$18 15
Yardwaste Service	Optional $4 00 per month or per bag rate	Optional $4 00 per month	Optional $4 00 per month	Optional $5 85 per month	Included in the rates	Optional $4 85 per month	Included in the rates
Trash Disposal Cost	Included in the rates	Included in the rates	Included in the rates	Included in the rates	Included in the rates	$4 30 per month	Included in the rates
Recycling Service	Single Sort Recycling	Single Sort Recycling	Single Sort Recycling	2-Sort Recycling	2-Sort Recycling	Single Sort Recycling	2-Sort Recycling
Total Montly Rates							
90 gallon	$21 90	$21 83	$20.82	$21.78	$20.51	$21.24	$26.10
60 gallon	$19.15	$19 31	$18.41	$19.78	$17.83	$20.14	$21.30
30 gallon	$16.90	$17.44	$16.60	$17 78	$16 49	$19 75	$18.15
Extra Items							
Billing	Allied invoices the residents directly This adds additional costs to bill and collect on these invoices Collecting has been an issue in Bayport		City does all of the invoice billing & collecting, per our contract			City does all of the invoice billing & collecting, per our contract	City does all of the invoice billing & collecting per the contract
Service at City Offices & Buildings	Free service at all City/Muni buildings Library and Parks	Free Service at Fire Station & City Hall	n/a	n/a	n/a	n/a	n/a
Scholarship?	Allied Waste provides a $500 scholarship each year	n/a	n/a	n/a	n/a	n/a	n/a
City Clean-Ups	Allied Waste provides Free labor and equipment at City Wide Cleanup day	n/a	n/a	n/a	n/a	There is no City Clean Up event	Contract allows for an appliance or bulk item to be picked up at curbside
Recycling Services	Single Sort	Single Sort	Single Sort	City offers only 2-sort recycling Single Sort would add approx $1 per month	City offers only 2-sort recycling Single Sort would add approx $1 per month	Single Sort	City offers only 2-sort recycling Single Sort would add approx $1 per month
Service Provider/s	Allied Waste	Consortium Contract City with 3 haulers working together providing the service	Consortium Contract City with 4 haulers working together providing the service	Veolia Services	Allied Waste	Allied Waste	Veolia Services

SANDERS WACKER BERGLY, INC.
Landscape Architects And Planners

TRANSMITTAL

TO: Sara Taylor and Mike McGuire	FROM Larry Wacker
COMPANY: City of Bayport	DATE 2/21/2008
RE Lakeside Park Furniture	
SWB PROJECT NUMBER	COPY TO

We have prepared the following comments on furniture selections for Lakeside Park based on a review of the furniture by the City Council at the regular January meeting.

1. The Council expressed concern that the prices quoted for the furniture seem high, especially the cost of the litter receptacles. We compared the furniture to that of approximately 10 other manufacturers and noted the following
    a. It is medium priced when compared to the other products The higher priced furniture uses more expensive materials and more elaborate designs but is not necessarily more durable.
    b. Lower cost furniture is generally lighter duty, the variety of product choices is limited and the durability is questionable
    c. We are concerned that lower priced products will not be sufficiently durable in a busy public setting. The selected furniture can reasonably be expected to last 20 years. In addition, the quality of the appearance of the lower priced products usually is poor.
    d. We reviewed products from another manufacturer that utilizes similar materials and designs although the appearance of the pieces was generally less appealing The prices of the pieces were about the same or somewhat higher than our initial selections.
    e. The initial selection of tables and litter receptacles is based on past, good experiences with durability and simple but good quality in the function and appearance of the furniture pieces.
    f. Recommendation – Secure final quotes from the initial manufacturer and, if desired, secure comparative quotes from the other manufacturer having similar products
2. The Council felt that the furniture selected for the deck should be portable but tethered to an anchor of some type so it can't be removed from the deck

a Recommendation – We suggest placing three small tables on the deck that are portable and free-standing, with seating capacity for 12 people After observing how the deck is used during the coming summer season, perhaps benches or chairs could be added for additional seating opportunities

b The attached product sheet shows a 36" diameter table that would work well on the deck

Please forward any comments or questions

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

CM221(Q) with UM110
(Sold Separately)

Camino Table with Attached Chairs

This table has crossed over from our former Food Court Series, and we've redesigned it by adding the distinguishing curved-edge top, available in the solid aluminum version or the Plastisol-coated square perforation. See page 139 for solid top color options

- 36 inches or 42 inches
- Built-in umbrella braces (stands not needed)
- Surface-mount adapter available
- Framework fabricated from 2 ⅜-inch O.D. powder-coated steel tubing

		SQUARE-PERFORATED (Q)		SOLID (L)	
Model	**Description**	**Weight**	**Price**	**Weight**	**Price**
CM220	36" Round Table with chairs	256 lb	$865.00	232 lb	$875.00
CM221	42" Round Table with chairs	268 lb	$896.00	235 lb	$915.00
Model	**Accessories for items above (Pattern Options - Not Available)**			**Weight**	**Price**
SG135	Surface-Mount Adapter for 2 ⅜" legs (set of 2)			2 lb	$70.00

Specifications and CAD details can be found at *www.wabashvalley.com*

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

DATE: January 23, 2008

TO Mayor and City Council

FROM: Mike McGuire, City Administrator
Sara Taylor, Assistant City Administrator

RE. Operation and rental policy for the Lakeside Park bathhouse

BACKGROUND

At the November meeting, the City Council discussed a usage and rental policy for the bathhouse. Following the discussion, the City Council authorized staff to gauge the interest of local businesses in operating the concessions area and bring back suggestions for rental procedures and overall operation of the bathhouse, concession, and beach area for discussion at a future meeting

To help provide some guidance on usage, staff contacted the director at the City of Oakdale who operates the concession area at Tanners Lake. Their usage policies have been included below for comparison, and are indicated in *italics*.

Private rental of bathhouse assembly area

To give the public the opportunity to really enjoy the new bathhouse for the first year, staff feels it may be in the best interest not to have the facility available for rent during the peak summer season, which is Memorial Day through Labor Day. However, the facility could be available for rent 1-2 months prior to Memorial Day and 1-2 months following Labor Day, during regular park hours, weather permitting This rental policy could then be revisited next spring for possible revision, if desired

As you know, the bathhouse was not intended to be a year around facility, as it is not equipped with a furnace to heat the building It does have a gas fireplace to extend usage of the facility in the spring and fall months, but it does not have the capability to heat the entire facility during the winter months Making the facility available for rent during the late spring and early fall could help generate some revenue that could be used to supplement the cost of staffing the facility during the summer.

The concession area was originally designed to accommodate public use if the bathhouse was rented by a private party. However, depending upon what type of concession area the city decides to operate, this may not be feasible, or wise, considering the city equipment and/or inventory that would then be accessible to the public in the concession area. If rental of the bathhouse is limited to off-peak season (before Memorial Day and after Labor Day), the equipment and inventory in the concession area could be removed or secured, so this would not be an issue Also, all food/beverages related to a private group rental would need to be brought in by individuals for their own consumption, provided by a caterer, or provided by the rental host (no cash transactions, such as a cash bar would be permitted).

If rental of the bathhouse is desired, staff recommends creating a fee structure similar to rental fees for the picnic shelters, that provides residents with a reduced fee, but include a required damage deposit. Rental of the bathhouse will most likely result in increased staff time for cleanup, as well as increased usage of electricity, natural gas, water, and wear and tear on the building, so fees should reflect the increased usage costs. Also, staff recommends designating rental times in blocks of 6 hours, so multiple rentals could be accommodated in one day, which would include use of the deck and patio.

It should be noted that since the bathhouse is an enclosed building, there is a specific occupancy limit. Based on the square footage, the occupancy is limited to 50 people. Although a rental party may not be inside the building at all times, especially during nice weather, there will be times, during cooler or inclement weather, when the entire rental party may be inside the building. As such, rental of the facility must be limited to 50 people or less.

Tanners Lake does not rent out their bathhouse or concession area to the public.

City operation of bathhouse concession area

The concession area was not designed as a full commercial kitchen, therefore, the types of food that could be served would be limited to mostly pre-packaged items. Staff did invite local food service businesses to a meeting to discuss the possibility of operating the concessions area for the city. However, no businesses were interested in taking over full operation and/or staffing the facility.

When approached, Holiday Stationstore said they may be able to let us order pre-packaged food items through their food distributor for slightly over cost, which could include sandwiches, beverages, snacks, and ice cream bars. Bread Art also expressed some interest in providing pre-packaged pastries for resale. Another option would be for the city to purchase pre-packaged food items directly from Sam's Club or similar vendor for resale, which would not include sandwiches, but could include a variety of beverages, snacks, and ice cream bars.

If the city is interested in pursuing operation of the concession area, there are several pieces of equipment that will need to be purchased and installed, prior to operation. At a minimum, these include a commercial grade refrigerator/freezer, stainless steel counter surface, storage shelving/cabinetry, and cash box/cash register. Depending upon what type of food is going to be sold, optional equipment may include a commercial hot dog roller, popcorn machine, pretzel warmer, or coffee maker.

The city did not budget additional money to staff the concession area and/or bathhouse for 2008. Public Works seasonal staff may be able to offer minimal help, i.e. with cleanup and grounds-keeping. However, depending upon hours of operation, the city would most likely have to hire 2-3 part-time staff members to cover shifts at the concession area. It would be preferable to have these individuals trained in basic rescue and first aid, so they could help monitor the beach area, as well.

Because staff does not have a real prediction of how much demand there will be for concessions, it may be best to limit the hours of operation to weekdays only during the lunch hour and weekends, Memorial Day through Labor Day, at least for the first year. The hours can always be expanded if the demand warrants.

Tanners Lake sells pre-packaged beverages, snacks, and ice cream bars and operates a popcorn machine. They purchase their items from Sam's Club and/or Simon's Delivers grocery delivery service and receive beverages from a Pepsi distributor. Tanners Lake rents a beverage cooler from Pepsi and they own a chest freezer to store ice cream bars. They also have a popcorn machine that they borrow from the concession area at the ice arena for the summer. They use a cash box to keep money, which is emptied by the Police Department at the end of each shift.

Tanners Lake employs 3 part-time concession staff at $6.50 per hour. The concession area is open on Saturday and Sunday only, 1:00 p.m – 6:00 p.m. and is staffed by 1 employee Concession staff is not necessarily trained in basic rescue and first aid, as they employ 12 lifeguards, with 3-4 on staff at all times while the beach is open. They also employ 1 full-time beach coordinator that helps staff where needed

City operation of beach area

Some members of the City Council have mentioned they would like to see lifeguards employed at the beach, or at a minimum, a beach attendant that was trained in basic rescue and first aid, that could also help with the concession area. As stated above, the city did not budget additional money to staff the beach area for 2008. If this is something the City Council is interested in pursuing, staff recommends limiting the staffing at the beach to peak season only (Memorial Day through Labor Day), during peak swimming hours.

Tanners Lake employs 12 lifeguards, with 3-4 on duty at all times while the beach is open. Lifeguard hours are Monday through Friday and Sunday, 12-7 p.m. and Saturday, 11-7 p.m during peak season.

SUMMARY

Over the past few months, staff has really evaluated the potential usage for the bathhouse, and subsequent pros and cons of the usage Staff also evaluated budget constraints and other equipment purchases/improvements that really are necessary in order to make the bathhouse appealing and functional for general use. Because of budget constraints and no real prediction of how much the facility will be used, staff feels it may not be in the best interest of the city to invest in a lot of money in equipment and staffing for at least the first year In summary, staff suggests establishing the following general guidelines for the bathhouse/concession area for 2008:

Bathhouse assembly area

* Memorial Day - Labor Day, open to public during park hours (7 a.m –9 p.m.)
* Before Memorial Day/after Labor Day, open to public during park hours (7 a m –9 p.m), except when reserved for a private party, or weather does not permit facility to be open
* Food and alcohol would be allowed inside the building, provided it is in plastic or aluminum container
* Before Memorial Day/after Labor Day, private rental fees for groups up to 50 or more would be as follows:

	Mon – Fri (8:00-2:00 p.m.)	**Mon – Fri (3:00-9:00 p.m.)**
Residents	$50.00 – $100 00 deposit	$50 00 + $100.00 deposit
Nonresidents/businesses	$150.00 + $300 00 deposit	$150.00 + $300 00 deposit
	Sat - Sun (8:00-2:00 p.m.)	**Sat – Sun (3:00-9:00 p.m.)**
Residents	$100.00 + $100 00 deposit	$100 00 + $100 00 deposit
Nonresidents/businesses	$300 00 + $300 00 deposit	$300 00 + $300 00 deposit

Bathhouse concession area

- Memorial – Labor Day, staffed with 1 attendant/concessionaire weekdays 11 a.m –2 p m. and weekends 11 a.m.–5p m.

- Before Memorial Day/after Labor Day, closed

- Sale of pre-packaged food and beverage items only

- Access to concession area for private group rental would be limited to sink, counter, and outlets only, as refrigeration/cooler equipment would be weatherized for the season

Beach area

- Memorial – Labor Day, open during park hours (7 a m.–9 p.m.)

- Memorial Day – Labor Day, staffed with 1 attendant weekdays 11 a.m –2 p m. and weekends 11 a.m –5p.m.

- Before Memorial Day/after Labor Day, no attendant on duty

RECOMMENDATION

Staff recommends the City Council consider the suggested operation and rental policies for the bathhouse in 2008 If the City Council desires, the policies can be brought back in the winter of 2009, prior to the upcoming peak season, for possible revision.

Karen Huftel

From: Diane Hilliard [diane@hilliardolander.com]
Sent: Thursday, February 07, 2008 11 15 AM
To: Karen Huftel
Cc: daniel.johnson@dbjlaw com
Subject: Bathhouse usage

Hi Karen,

I have read over the draft about use of the Bathhouse. I would recommend you NOT have any concessions - profit margin will be minimal considering the expense and "attractive nuisance" of vending machines for theft. I would encourage the city to instead increase the rental rates and focus on bringing in revenue through community actual use of the bathhouse for private functions. You could limit the use to 4 hour blocks, thereby making it available to several parties the same day.

I also think the potential private venue rental would be compromised by the "unsightly" vending machines. This is a small enough town that people can walk or bike to Hot Dog, Bread Art, etc. to get refreshments and/or bring them from home.

My strong recommendation would be to focus 2008 on private venue rental at substantially increased fees and see how it works without buying more equipment or adding staffing.

Diane
651 342 1600
cell 651 307 8225

Diane Hilliard, CTC
President

Hilliard & Olander Ltd.
1815 Greeley Suite C
Stillwater, MN 55082 USA
ph: 651 275 8960
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Email: diane@hilliardolander.com

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Sara Taylor

From: Karen Huftel
Sent: Wednesday, February 06, 2008 8.28 AM
To: Sara Taylor, Mike McGuire
Subject: FW Bathhouse Rental and Usage Policy (DRAFT)

FYI from Jenny

-----Original Message-----
From: YONJ01@aol.com [mailto:YONJ01@aol.com]
Sent: Tuesday, February 05, 2008 4:36 PM
To: info@bayport.govoffice.com
Subject: Re: Bathhouse Rental and Usage Policy (DRAFT)

Hi Karen

Thanks for sending this, it looks like the city is taking a very conservative approach which is good It is a very good way to see how it works out

The only thing, is it turned out so nice and it might be a great spot for a small wedding celebration in the summer- would be nice for residents from Bayport to have that option

That's all

Jenny Schneider

In a message dated 2/5/2008 1 43 11 P M Central Standard Time info@bayport govoffice com writes

> At the March 3, 2008 meeting, the City Council will be considering a draft rental and usage policy for the renovated bathhouse at Lakeside Park Individuals with suggestions or comments on the draft policy are encouraged to email khuftel@ci bayport mn us prior to the meeting Comments and suggestions will then be forwarded to the City Council for consideration
>
> To view the draft policy on the city's website, go to http //bayport govoffice com and click on the "Parks" tab on the homepage Once on the "Parks" main page, click on the "Bathhouse Rental and Usage Policy" on the left side of the screen
>
> To unsubscribe from this email list please click on the following Link Click Here
> or copy the following address and paste it into your browser
> http //www bayport govoffice com/index asp?type=UNSUBSCRIBE&SEC={3DA51244-C6E6-4DC4-9B5F-FD26069B9DE7}&action=unsubscribe&emailaddress=yonj01@aol com

Who's never won? Biggest Grammy Award surprises of all time on AOL Music

SANDERS WACKER BERGLY, INC.

Landscape Architects And Planners

TRANSMITTAL

TO Mike McGuire and Sara Taylor

FROM Larry Wacker

COMPANY City of Bayport

DATE 2/25/2008

RE Design and Planning Proposal, Fee and Services Review – Lakeside Park

Sanders Wacker Bergly, Inc. submitted a fee proposal for design of 2008 improvements at Lakeside Park. Mike McGuire requested that we submit a review of fees for work at Lakeside The following list describes the proposals, fees and work completed since 2006

1. A proposal was submitted in February 2006 ($18,262.50) to prepare a master plan for the entire Lakeside Park site A master plan drawing, cost estimate and phasing plan were prepared and a series of meetings was held with regulatory agencies to determine the likely feasibility of proposed improvements Assistance was provided for preparing a DNR grant application to generate funds for park improvements.
2. A proposal was submitted and approved ($895.00) for design of accessible paths to picnic shelters
3. A proposal was submitted in November 2006 (not to exceed $47,000) to prepare construction documents for Phase I improvements at Lakeside. The proposal described a list of parkwide improvements as the focus for the design efforts
4. The city began to place priority on development of the beach house and play area and a proposal was submitted in December 2006 to prepare design development drawings for phase I; earmarking a portion of the fee ($14,100) contained in the November proposal for that effort As design work progressed, the focus of the process was directed toward the development of designs for the beach house and play area
5. An additional $25,425.00 from the November proposal was approved in March 2007 to develop construction documents for the Phase I work including the beach house, deck, patio, existing picnic shelter roofs and play area.
6. A proposal was submitted and approved in April 2007 ($1070) for preparation of a wetland delineation report.
7. The fees noted in items 4 and 5 above were used by Sanders Wacker Bergly, Inc , MLA Architects and consulting engineers for preparation of design development plans and construction documents for the play area, beach house, deck, patio and related improvements The city elected to focus on these work items for the 2007 improvement package at Lakeside Park and some of the items mentioned in the November proposal, such as a portion of improvements planned for existing picnic shelters, beach improvements, park entry monument, furniture selection and ballfield fencing, were not included in the design process. As the design process moved from the master plan to construction documents, changes in the design approach on the beach house and play area resulted in additional time spent by the consultants on meetings and project design, beyond that anticipated in the November proposal Available fees were expended and a proposal for additional fees was submitted and approved ($9,280) in July 2007

to cover extra time spent on meetings, coordination of architectural work related to building demolition and window and doors, extra time on play area redesign and beach house deck and patio design The additional fees were used for construction administration on the 2007 improvement project at Lakeside Park

8 A proposal was submitted to the city in February 2008 ($9,745) for design work on 2008 improvements planned for Lakeside Park. The fees will cover final design, preparation of construction documents, securing bids and construction administration for park furniture, park identification sign, beach improvements and bituminous path replacement

Please call if you have any questions or require additional information

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

SANDERS
WACKER
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INC.

LANDSCAPE
ARCHITECTS
AND
PLANNERS

February 11, 2008

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

RE Proposal to Provide Landscape Architectural Services
Lakeside Park Improvements

Dear Mr McGuire,

Sanders Wacker Bergly, Inc (SWB) Landscape Architects and Planners is pleased to submit the following proposal for preparation of construction documents, assistance during bidding and construction observation for Phase 2 improvements at Lakeside Park. We understand that the scope of work will include the following

- Selection and securing quotes for park furniture including tables, chairs, litter receptacles and recycle containers
- Final design and securing quotes for park identification sign
- Beach area improvements including, rain garden, concrete walk repair sand blanket and landscaping
- Bituminous path replacement

Final designs will be consistent with the detailed master plan prepared by the SWB consulting team for the park and subsequent discussions with city staff and city council members

Refer to the following table for a complete work program and fee schedule

WORK PROGRAM & FEE SCHEDULE

LAKESIDE PARK SITE IMPROVEMENTS PHASE 2				
	DESCRIPTION	**Hours**	**Avg. Hrly. Rate**	**TOTAL**
TASK 1	**PROJECT /START UP**			
A	Meeting with City Staff to review the work program	2	100	$200.00
B	Prepare base maps	4	85	$340.00
	Sub-Total Task 1			**$540.00**
TASK 2	**SITE INVENTORY AND ANALYSIS**			
A	Analyze soil conditions, shoreline condition, topography etc	4	85	$340.00
B	Assess storm drainage patterns	2	85	$170.00
	Sub-Total Task 2			**$510.00**
TASK 3	**CONSTRUCTION DOCUMENTS**			

A	Complete working drawings including layout plan, grading plan, storm drainage plan, planting plan and details Plans and details will be fully labeled and dimensioned.	42	85	$3,570 00
B.	Meet with regulatory agencies and prepare permit applications as required.	8	85	$680 00
C	Meet with city staff to review design development drawings	2	100	$200 00
D.	Meet with city council to review design development drawings	2	100	$200 00
E	Prepare final specifications	8	85	$680 00
F	Prepare a cost estimate.	4	85	$340 00
	Sub-Total Task 3			**$5,670.00**
TASK 4	**BIDDING**			
A	Prepare bid package and assist in securing competitive bids for beach improvements	6	65	$390 00
B	Prepare/issue addenda as may be required	4	85	$340 00
C	Assist in securing competitive quotes for furniture	4	85	$340 00
	Sub-Total Task 4			**$1,070.00**
TASK 5	**CONSTRUCTION**			
A	Prepare any changes to the contract that may be required	4	85	$340 00
B	Conduct site visits at least once per week during construction	16	85	$1,360 00
C	Review all contractor shop drawings/product submittals	3	85	$255 00
	Sub-Total Task 5			**$1,955.00**
	GRAND TOTAL(not to exceed)			**$ 9,745.00**

The work scope does not include soil borings, survey information, EAW or submittals to regulatory agencies beyond standard permit applications

HOURLY RATES

Fees for work performed by Sanders Wacker Bergly, Inc , Landscape Architects and Planners, will be based on the following standard hourly rates

Principal Landscape Architect/Planner	$ 100 00 per hour
Landscape Architect/Planner 4	$ 90 00 per hour
Landscape Architect/Planner 3	$ 85 00 per hour
Landscape Architect/Planner 2	$ 80.00 per hour
Landscape Architect/Planner 1	$ 75 00 per hour
Technician	$ 60 00 per hour

We appreciate the opportunity to submit this proposal and look forward to working with you on this exciting project

Please call if you have any questions or require additional information

Sincerely

Larry L Wacker
Vice President/Landscape Architect

M E M O R A N D U M

DATE: **February 19, 2008**

TO: **City Council (March 3rd meeting)**
Mike McGuire, City Administrator

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

SUBJECT: **Consider an amendment to Section 703, Appendix B – Zoning Ordinance of the Bayport City Code**

A. BACKGROUND

At the February 4, 2008 meeting, the City Council approved several amendments to the city's zoning ordinance However, it was suggested that staff look at further revisions to Section 703 – Accessory Buildings, to clarify the text, as well as to allow more flexibility with these structures on larger residential lots.

B. STAFF COMMENTS

In an effort to eliminate confusion as much as possible, staff has revised the original amendments that were proposed at the February meeting and incorporated them with additional amendments that are recommended by staff and suggested by the City Council. As such, all amendments are listed below, for consideration

Section 703 – Accessory Buildings and Structures

(1) Existing text:

703 01. Types of accessory buildings. Storage or tool sheds; detached residential garages: detached rural storage buildings, detached domesticated farm animal buildings, agricultural farm buildings. Said accessory buildings are defined as follows.

(1) *Storage or tool sheds* A one-story accessory building of less than 160 square feet gross area with a maximum roof height of 12 feet No door or other access opening in a storage or tool shed shall exceed 28 square feet in area.

(2) *Detached residential garage* A one-story accessory building used or intended for the storage of motor-driven passenger vehicles with a maximum gross area of 1,000 square feet. The maximum height of an accessory building shall be 12 feet. The city administrator shall have the right to approve an increase in the height of an accessory building to a maximum of 17 feet for the purpose of matching the roof pitch or style of the accessory building with that of the principal structure. The height of the accessory building shall not exceed the height of the principal structure.

(3) *Detached rural storage building* A one-story accessory building used or intended for the storage of motor-driven passenger vehicles with a maximum gross area of 1,000 square feet. The maximum height of an accessory building shall be 12 feet. The city administrator shall have the right to approve an

increase in the height of an accessory building to a maximum of 17 feet for the purpose of matching the roof pitch or style of the accessory building with that of the principal structure. The height of the accessory building shall not exceed the height of the principal structure

Proposed text:

703.01. For the purpose of this ordinance, accessory buildings are defined as a subordinate building, or a portion of the main building, which is located on the same lot as the main building and the purpose of which is clearly incidental to that of the principal building. Types of accessory buildings include storage/tool/garden sheds, garages, rural storage buildings, or agricultural/farm buildings Said accessory buildings are defined as follows

(1) *Storage/tool/garden sheds* A one-story, detached accessory building of less than 120 square feet gross area with a maximum roof height of 12 feet No door or other access opening in a storage or tool shed shall exceed 6 feet in width and a total of 32 square feet.

(2) *Garage.* A one-story, attached or detached accessory building used or intended for the storage of motor-driven passenger vehicles, tools, equipment, or recreational equipment. The maximum height of an accessory building shall be 12 feet. The city administrator shall have the right to approve an increase in the height of an accessory building to a maximum of 17 feet for the purpose of matching the roof pitch or style of the accessory building with that of the principal structure. The height of the accessory building shall not exceed the height of the principal structure

(3) *Rural storage building or agricultural/farm buildings* A one-story accessory building used or intended for the storage of motor-driven passenger vehicles, tools, machinery, equipment, domesticated farm animals, grain, or feed The maximum height of an accessory building shall be 12 feet The city administrator shall have the right to approve an increase in the height of an accessory building to a maximum of 17 feet for the purpose of matching the roof pitch or style of the accessory building with that of the principal structure. The height of the accessory building shall not exceed the height of the principal structure.

Reason for change:

The existing text has been amended to correct a typo that references 160 square feet, as well as clarify the definitions for accessory buildings, to be consistent with common interpretation.

(2) Existing text:

703 02 Permitted uses of accessory buildings:

		R-1	R-2	Permit	Reference
(1)	Storage boat or tool shed				
	Use	P	P	No building permit required must comply with district setbacks	703.01(11)
	Max area size	120 s f	120 s f	--	--

	Max roof height	A one-story building not exceeding the height of 12 feet The city administrator shall have the right to approve an increase in the height of an accessory building to a maximum of 17 feet The height of the accessory building shall not exceed the height of the principal structure			
	Max number of stories	One story	One story	--	--
(2)	Residential garage				
	Use	P	P	Buildin g permit	703 01(2)
	Max area size	1 000 s f	The lesser of 1 000 s f or 10% of lot area	--	--
	Max number of stories	One story	One story	--	--
	Max roof height	A one-story building not exceeding the height of 12 feet The city administrator shall have the right to approve an increase in the height of an accessory building to a maximum of 17 feet The height of the accessory building shall not exceed the height of the principal structure			
(3)	Detached rural storage building				
	Use	N	N	Buildin g permit	703 02(3)
	Max area size	--	--	--	--
	Max number of stories	--	--	--	--
	Max roof height	A one-story building not exceeding the height of 12 feet The city administrator shall have the right to approve an increase in the height of an accessory building to a maximum of 17 feet The height of the accessory building shall not exceed the height of the principal structure			
(4)	Total number of detached accessory buildings possible	One accessory building	One accessory building	--	703 03
(5)	Total area of accessory buildings per lot (attached and detached)	1 000 s f maximum aggregate area excluding tool sheds of 120 s f max area	1,000 s f maximum aggregate area excluding tool sheds of 120 s f max area	--	--

P = Permitted N = Not permitted CC = Certificate of compliance C = Conditional use permit

Proposed text: 703.02 Permitted uses of accessory buildings:

		R-1	R-2	Permit	Reference
(1)	Storage/tool/garden shed				
	Use	Permitted may be placed on any lot in addition to other permitted accessory buildings	Permitted may be placed on any lot in addition to other permitted accessory buildings	Form required to verify setbacks but no fee	703 01(1)
	Max area size	120 square feet	120 square feet	--	703 01(1)
	Max roof height	12 feet	12 feet	--	703 01(1)

	Max number of stories	1 story	1 story	--	703.01(1)
(2)	Garage				
	Use	Permitted	Permitted	Building permit and fee required	703.01(2)
	Max area size	The lesser of 2,000 square feet or 10% of lot area provided it does not exceed the maximum lot coverage for all structures	The lesser of 2,000 square feet or 10% of lot area provided it does not exceed the maximum lot coverage for all structures	--	703.01(2)
	Max number of stories	1 story	1 story	--	703.01(2)
	Max roof height	Up to 12 feet or up to 17 feet to match pitch of principal structure but cannot exceed principal structure	Up to 12 feet or up to 17 feet to match pitch of principal structure, but cannot exceed principal structure	--	703.01(2)
(3)	Rural storage building or agricultural/farm building				
	Use	Permitted	Permitted if in effect prior to this ordinance, new uses not permitted	Building permit and fee required	703.02(3)
	Max area size	The lesser of 2,000 square feet or 10% of lot area provided it does not exceed the maximum lot coverage for all structures	--	--	--
	Max number of stories	1 story	1 story	--	--
	Max roof height	Up to 12 feet or up to 17 feet to match pitch of principal structure but cannot exceed principal structure	--	--	--
(4)	Total number of accessory buildings allowed	1 storage/tool/garden shed 1 attached garage 1 detached garage rural storage building or agricultural/farm building	1 storage/tool/garden shed 1 attached garage 1 detached garage	--	703.03
(5)	Total area of accessory buildings per lot	The lesser of 2,000 square feet of aggregate area or 10% of lot area excluding storage/tool/garden sheds provided it does not exceed the maximum lot coverage for all structures	The lesser of 2,000 square feet of aggregate area or 10% of lot area excluding storage/tool/garden sheds provided it does not exceed the maximum lot coverage for all structures	--	--

Reason for change: The City Council requested the ordinance be revised to increase the allowable area and lot coverage for accessory buildings, based on lot size. With the revision, larger lots would most likely be able to accommodate a garage up to 2,000 square feet, while smaller lots would be limited to 10% of the lot area. Staff feels the 2,000 square feet or 10% rule will prevent accessory structures,

attached and detached, from overshadowing the principal structure on the lot, while providing adequate storage space for vehicles and recreational equipment

(3) **Existing text:** 703.05 No accessory building used or intended for the storage of passenger automobiles shall exceed 1,000 square feet of gross area nor shall any structure exceed one story in height except when said garages are located in business, industrial or planned unit developments. On parcels of 20,000 square feet in area or less, no detached garages shall exceed 1,000 square feet in gross floor area

Proposed text: 703.05. The total aggregate area of residential accessory buildings per lot, attached and detached, shall not exceed the lesser of 2,000 square feet or 10% of the total lot area. In addition, the height of such structure shall not exceed the lesser of one story, up to a maximum of 17 feet, or the height of the principal structure on the lot, except when said structures are located in business, industrial or planned unit developments

Reason for change: The existing text is inconsistent with the chart of permitted uses of accessory buildings in section 703.02.

(4) **Existing text:** 703.11. All accessory buildings, including detached residential garages, shall have a minimum five-foot setback, measured from eave dripline, from interior rear or side lot lines, providing a ten-foot separation to adjacent buildings on abutting lot is maintained. "Interior lot line" means any side or rear lot line that is common with the side or rear lot line of an adjacent lot. Accessory buildings on lake or stream frontage lots may be located between street and principal structures provided that physical conditions of the lot would require such a location, as determined by the zoning administrator. Accessory buildings shall not be permitted within 20 feet of any public right-of-way except when a lot abuts an alley, an accessory building with a vehicle entrance door on the side of the building opposite the alley or on the side of the building that is perpendicular to the alley, may be permitted a seven-foot minimum setback, measured to eave dripline, from the alley right-of-way. All accessory buildings including detached residential garages shall have a minimum seven-foot setback from the alley right-of-way, measured from the eave dripline

Proposed text: 703.11. All accessory buildings, including attached and detached residential garages, shall have a minimum 5 foot setback, measured from the eave dripline, from interior rear or side lot lines, providing a 10 foot separation to adjacent buildings on abutting lot is maintained "Interior lot line" means any side or rear lot line that is common with the side or rear lot line of an adjacent lot

A residential garage that is attached to the principal structure and contains living space or a potential habitable area above the garage may be set back 5 feet from interior rear or side lot lines, measured to the foundation wall of the structure, provided the living space or potential habitable area is situated so that it meets the setback requirements of the principal structure for the zoning district

Accessory buildings on lake or stream frontage lots may be located between street and principal structures provided that physical conditions of the lot would require such a location, as determined by the zoning administrator. Accessory buildings shall not be permitted within 20 feet of any public right-of-way except when a lot abuts an alley, an accessory building with a vehicle entrance door on the side of the building opposite the alley or on the side of the building that is

perpendicular to the alley, may be permitted a 7 foot minimum setback, measured to the eave dripline, from the alley right-of-way. All accessory buildings including detached residential garages shall have a minimum 7 foot setback from the alley right-of-way, measured from the eave dripline

Reason for change: The existing text does not specify the setback requirements for attached garages that contain living space or potential habitable area above the garage. The proposed text will be consistent with current practice and interpretation.

(5) **Existing text:** 703.14. All accessory buildings over 65 square feet in area shall have a foundation or concrete slab. Accessory buildings larger than 100 square feet shall require a building permit regardless of improvement value. Roof and wind loads shall conform to requirements as contained in the building code

Proposed text: 703.14. Accessory buildings larger than 120 square feet shall require a building permit regardless of improvement value. Roof and wind loads shall conform to requirements as contained in the building code.

Reason for change: The text is inconsistent with the building code, which does not require a foundation or concrete slab for structures that do not require a building permit. The reference to 100 square feet is a typo. It should read 120 square feet, as referenced elsewhere in the zoning ordinance and building code

(6) **Existing text:** None

Proposed text: 703.17. The final exterior finish for an addition, alteration, or improvement to the exterior of an accessory building or structure shall be substantially completed within 6 months from the time the building permit was issued for the project, or if no building permit is required, from the time the project was started.

Reason for change: The proposed text will specify a timeframe for when exterior work must be completed, to avoid unsightly conditions and incomplete work.

C. STAFF RECOMMENDATION

Staff recommends the City Council adopt a motion to approve the amendments to Section 703, Appendix B – Zoning Ordinance of the Bayport City Code

CITY OF BAYPORT
WASHINGTON COUNTY, MINNESOTA

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA, AMENDING APPENDIX B, ZONING, OF THE BAYPORT CITY CODE

Section 1. Appendix B of the Bayport City Code is hereby amended to delete the same in its entirety and substitute the following therefore:

Sec. 703.01 For the purpose of this ordinance, accessory buildings are defined as a subordinate building, or a portion of the main building, which is located on the same lot as the main building and the purpose of which is clearly incidental to that of the principal building. Types of accessory buildings include storage/tool/garden sheds, garages, rural storage buildings, or agricultural/farm buildings. Said accessory buildings are defined as follows:

(1) *Storage tool/garden sheds.* A one-story, detached accessory building of less than 120 square feet gross area with a maximum roof height of 12 feet. No door or other access opening in a storage or tool shed shall exceed 6 feet in width and a total of 32 square feet.

(2) *Garage.* A one-story, attached or detached accessory building used or intended for the storage of motor-driven passenger vehicles, tools, equipment, or recreational equipment. The maximum height of an accessory building shall be 12 feet. The city administrator shall have the right to approve an increase in the height of an accessory building to a maximum of 17 feet for the purpose of matching the roof pitch or style of the accessory building with that of the principal structure. The height of the accessory building shall not exceed the height of the principal structure.

(3) *Rural storage building or agricultural/farm buildings.* A one-story accessory building used or intended for the storage of motor-driven passenger vehicles, tools, machinery, equipment, domesticated farm animals, grain, or feed. The maximum height of an accessory building shall be 12 feet. The city administrator shall have the right to approve an increase in the height of an accessory building to a maximum of 17 feet for the purpose of matching the roof pitch or style of the accessory building with that of the principal structure. The height of the accessory building shall not exceed the height of the principal structure.

Sec. 703.02 Permitted uses of accessory buildings:

		R-1	R-2	Permit	Reference
(1)	Storage/tool/garden shed				
	Use	Permitted, may be placed on any lot in addition to other permitted accessory buildings	Permitted, may be placed on any lot in addition to other permitted accessory buildings	Form required to verify setbacks but no fee	703.01(1)

	Max area size	120 square feet	120 square feet	--	703.01(1)
	Max roof height	12 feet	12 feet	--	703.01(1)
	Max number of stories	1 story	1 story	--	703.01(1)
(2)	Garage				
	Use	Permitted	Permitted	Building permit and fee required	703.01(2)
	Max area size	The lesser of 2,000 square feet or 10% of lot area, provided it does not exceed the maximum lot coverage for all structures	The lesser of 2,000 square feet or 10% of lot area provided it does not exceed the maximum lot coverage for all structures	--	703.01(2)
	Max number of stories	1 story	1 story	--	703.01(2)
	Max roof height	Up to 12 feet or up to 17 feet to match pitch of principal structure but cannot exceed principal structure	Up to 12 feet or up to 17 feet to match pitch of principal structure but cannot exceed principal structure	--	703.01(2)
(3)	Rural storage building or agricultural/farm building				
	Use	Permitted	Permitted if in effect prior to this ordinance, new uses not permitted	Building permit and fee required	703.02(3)
	Max area size	The lesser of 2,000 square feet or 10% of lot area, provided it does not exceed the maximum lot coverage for all structures	--	--	--
	Max number of stories	1 story	1 story	--	--
	Max roof height	Up to 12 feet or up to 17 feet to match pitch of principal structure but cannot exceed principal structure	--	--	--
(4)	Total number of accessory buildings allowed	1 storage/tool/garden shed 1 attached garage 1 detached garage rural storage building or agricultural/farm building	1 storage/tool/garden shed 1 attached garage 1 detached garage	--	703.03
(5)	Total area of accessory buildings per lot	The lesser of 2,000 square feet of aggregate area or 10% of lot area excluding storage/tool/ garden sheds provided it does not exceed the maximum lot coverage for all structures	The lesser of 2,000 square feet of aggregate area or 10% of lot area excluding storage/tool/ garden sheds provided it does not exceed the maximum lot coverage for all structures	--	--

Sec 703.05 The total aggregate area of residential accessory buildings per lot, attached and detached, shall not exceed the lesser of 2,000 square feet or 10% of the total lot area. In addition, the height of such structure shall not exceed the lesser of one

story, up to a maximum of 17 feet, or the height of the principal structure on the lot, except when said structures are located in business, industrial or planned unit developments.

Sec. 703.11 All accessory buildings, including attached and detached residential garages, shall have a minimum 5 foot setback, measured from the eave dripline, from interior rear or side lot lines, providing a 10 foot separation to adjacent buildings on abutting lot is maintained. "Interior lot line" means any side or rear lot line that is common with the side or rear lot line of an adjacent lot

A residential garage that is attached to the principal structure and contains living space or a potential habitable area above the garage may be set back 5 feet from interior rear or side lot lines, measured to the foundation wall of the structure, provided the living space or potential habitable area is situated so that it meets the setback requirements of the principal structure for the zoning district.

Accessory buildings on lake or stream frontage lots may be located between street and principal structures provided that physical conditions of the lot would require such a location, as determined by the zoning administrator. Accessory buildings shall not be permitted within 20 feet of any public right-of-way except when a lot abuts an alley, an accessory building with a vehicle entrance door on the side of the building opposite the alley or on the side of the building that is perpendicular to the alley, may be permitted a 7 foot minimum setback, measured to the eave dripline, from the alley right-of-way All accessory buildings including detached residential garages shall have a minimum 7 foot setback from the alley right-of-way, measured from the eave dripline

Sec 703 14 Accessory buildings larger than 120 square feet shall require a building permit regardless of improvement value Roof and wind loads shall conform to requirements as contained in the building code.

Section 2. Appendix B of the Bayport City Code is hereby amended by adding the following text.

Sec. 703.17 The final exterior finish for an addition, alteration, or improvement to the exterior of an accessory building or structure shall be substantially completed within 6 months from the time the building permit was issued for the project, or if no building permit is required, from the time the project was started

Section 3. This ordinance shall be in full force and effect from and after its passage and publication according to law. Passed by the City Council for the City of Bayport this 3rd day of March, 2008

_____

Jon Nowaczek, Mayor

Attest:

_____

Michael McGuire, City Administrator

SEH **MEMORANDUM**

TO Mayor Jonathan Nowaczek
Bayport City Council

FROM: Michael Darrow

DATE: February 21, 2008

RE Bayport Bayport Comprehensive Plan Update
Change Order Request

The Metropolitan Council is in the process of reviewing the Comprehensive Plan Update for the City of Bayport. Based upon the recommendation of the City Council in January of this year, our office indicated in the draft document that the City disagreed with the population projections that were found within the Metropolitan Council's system statement for the City of Bayport

In review of draft plan, the Metropolitan Council is recommending that the City formally request forecast changes now so that there can be an agreement on revised forecasts projections

The Metropolitan Council's research staff would be amenable to something like:

- 2010 2,850 pop in city households + 1,400 in prison = 4,250 pop
- 2020 3,250 pop in city households + 1,400 in prison = 4,650 pop
- 2030 3,750 pop in city households + 1,400 in prison = 5,150 pop

In order to resolve these differences, the Metropolitan Council is recommending that a draft letter be prepared identifying proposed forecast changes and the rationale behind them Metropolitan Council staff will review the proposed changes and, if reasonable, they will agree to more accurate forecasts to use in the plan It typically takes 2-3 weeks to review proposed new forecasts and work out an agreement

If the Council would like SEH to pursue this information with regard to updated population projections we formally request an additional not-to-exceed amount of $2,400 to complete this task This would include roughly 20 hours of additional work including follow-up with the Metropolitan Council, research on demographic information, and follow-up with staff and the City Council

Mike McGuire

From: Sami Gabriel [sgabriel@teamsterslocal320.org]
Sent: Wednesday February 27. 2008 2.40 PM
To: Mike McGuire
Subject: contract changes

Hi Mike-
Here are the changes that were voted on:

1. ARTICLE XIII. OVERTIME
Overtime is to be defined as time and one half paid for all hours worked over eight (8) hours per day or forty (40) hours per week.

2. ARTICLE XIX. VACATIONS

0-5 years of service	10 days/year
6-10 years of service	15 days/year
11-15 years of service	20 days/year
16 years of service	21 days/year
17 years of service	22 days/year
18 years of service	23 days/year
19 years of service	24 days/year
20 years of service	25 days/year
21 or more years	26 days/year

3. ARTICLE XXVIII. UNIFORMS

2008	$480
2009	$490
2010	$500

4. APPENDIX A. WAGES

2008	3%	TOP WAGE	$23.18
2009	3%	TOP WAGE	$23.88
2010	3%	TOP WAGE	$24.60

5. New Education Incentive Plan

--
Sami Gabriel, sgabriel@teamsterslocal320.org on 2/27/2008

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

Date: February 28, 2008

To: Mayor and City Council
Mike McGuire, City Administrator

From Mel Horak, Public Works Supervisor

Subject: Wellhead Protection Plan

BACKGROUND

In June 2004, the City of Bayport started the process of implementing a wellhead protection plan. This plan was mandated by the Minnesota Department of Health. The plan's intent is to help protect the purity of our source well water and municipal water supply. The objective of the plan is to examine our existing wells, the surrounding topography, and potential sources of contamination, which could impact our water quality. These issues were addressed in Part I of the wellhead protection plan that was completed in December 2007.

The City of Bayport is now obligated to complete Part II of the plan. This portion will complete a more thorough inventory of potential source water contamination with a program to manage these potential impacts to our water supply.

The city utilized a consultant to complete Part I of the plan and is requesting authority to retain the services of a consultant to complete Part II. Three quotes were solicited from qualified entities for the provision of professional services to complete Part II of the wellhead protection plan. The quotes are as follows:

1. Bluestone Engineering, Minneapolis, Minnesota – no quote received
2. Bonestroo, Rosene, Anderlik & Associates, St Paul, Minnesota – $11,908.00
3. Short Elliott Hendrickson, Inc., St. Paul, Minnesota – $9,630.00

RECOMMENDATION

Staff is recommending that the City Council authorize the low quoter, Short Elliott Hendrickson, Inc., of St. Paul, Minnesota, to complete the Minnesota Department of Health Wellhead Protection Plan - Part II, for an estimated cost of $9,630.00, within the timeframe established by the Minnesota Department of Health, which is January 19, 2010.