

**CITY OF BAYPORT  
CITY COUNCIL MEETING  
Council Chambers, 294 North 3<sup>rd</sup> Street  
July 2, 2007**

**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. Recycling award to Robert Mordick, 420 3<sup>rd</sup> Street South.

**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. June 4, 2007 City Council regular meeting minutes                              | 1 |
| 2. June 18, 2007 City Council workshop meeting minutes                            | 2 |
| 3. June payables and receipts   | 3 |
| 4. June building, plumbing and mechanical permits                                 | 4 |
| 5. Special event application for Stillwater Correctional Facility                 | 5 |
| 6. Special event application for Andersen Corporation                             | 6 |
| 7. PERA declaration for part-time police officer Zachary Lund                     | 7 |
| 8. Grant application submittal to Metropolitan Council comprehensive plan funding | 8 |

**PUBLIC HEARINGS**

**COUNCIL LIAISON REPORTS**

**UNFINISHED BUSINESS**

**NEW BUSINESS**

- |   |    |
|---|----|
| 1. Appointment of a citizen representative for the Advisory Committee to the Middle St. Croix Watershed Management Organization   | 9  |
| 2. Consider awarding bid for Lakeside Park playground equipment   | 10 |
| 2. Review City Council workshop held June 18, 2007, discuss the hiring process for a police chief, appointing of full-time police chief, and appointing of full-time police officer | 11 |

**TAB #**

- |   |    |
|---|----|
| 4. Consider authorization to complete a feasibility study for sidewalk improvements | 12 |
| 5. Update on bathhouse improvements at Lakeside Park                                | 13 |

**COUNCIL ITEMS AND ANNOUNCEMENTS**

**CITY ADMINISTRATOR ITEMS AND ANNOUNCEMENTS**

1. Update on auditor RFP
2. CIP workshop scheduled for Monday, July 16<sup>th</sup> at 4:00 p.m.

**ADJOURNMENT**

# PROCLAMATION

## National Night Out 2007

**WHEREAS:** The National Association of Town Watch and Target are sponsoring a unique, nationwide crime, drug and violence prevention program on August 7, 2007, entitled "National Night Out;" and

**WHEREAS:** The "24th Annual National Night Out" provides a unique opportunity for the City of Bayport, Minnesota to join forces with thousands of other communities across the country in promoting cooperative, police-community crime prevention efforts; and

**WHEREAS:** The Bayport Police Department, through joint community crime, drug, and violence prevention efforts in the City of Bayport, supports "National Night Out 2007" locally; and

**WHEREAS:** It is essential that all citizens of the City of Bayport be aware of the importance of crime prevention programs and impact that their participation can have on reducing crime, drugs and violence in the City of Bayport; and

**WHEREAS:** Police-community partnerships, neighborhood safety, awareness and cooperation are important themes of the "National Night Out" program;

**NOW, THEREFORE BE IT RESOLVED**, I, Mayor Jon Nowaczek, on behalf of the Bayport City Council, do hereby call upon the Citizens of Bayport, Minnesota to join the Bayport Police Department and the National Association of Town Watch, and Target in supporting the "24th Annual National Night Out" on August 7, 2007.

**FURTHER, LET IT BE RESOLVED THAT**, the Mayor and Bayport City Council do hereby proclaim Tuesday, August 7, 2007, as "National Night Out" in the City of Bayport, Minnesota.

\_\_\_\_\_  
Mayor Jon Nowaczek

Attest: \_\_\_\_\_  
Michael McGuire,  
City Administrator

**RESOLUTION NO. 07-**

**EXTRACT OF THE MINUTES OF MEETING OF THE CITY COUNCIL OF THE CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA HELD JULY 2, 2007**

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 2<sup>nd</sup> day of July, 2007, 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 JULY 2, 2007 CITY COUNCIL AGENDA**

1. June 4, 2007 City Council regular meeting minutes
2. June 18, 2007 City Council workshop meeting minutes
3. June payables and receipts
4. June building, plumbing and mechanical permits
5. Special event application for Stillwater Correctional Facility
6. Special event application for Andersen Corporation
7. PERA declaration for part-time police officer Zachary Lund
8. Grant application submittal to Metropolitan Council comprehensive plan funding

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–  
Dan Johnson –  
Sharon Ridgway –

Connie Carlson –  
Torry Kraftson –

WHEREUPON, said Resolution was declared duly passed and adopted and signed by the Mayor and attested by the City Administrator. Passed by the City Council, City of Bayport, Washington County, Minnesota this 2<sup>nd</sup> day of July, 2007.

ATTEST:

\_\_\_\_\_  
Mike McGuire, City Administrator

\_\_\_\_\_  
Jonathan Nowaczek, Mayor

**CITY OF BAYPORT  
CITY COUNCIL MEETING MINUTES  
COUNCIL CHAMBERS  
JUNE 4, 2007  
6:00 P.M.**

**CALL TO ORDER**

Pursuant to due call and notice, Mayor Nowaczek called the regular City Council meeting of June 4, 2007 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, Torry Kraftson, and Sharon Ridgway

Members Absent: None

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

**PROCLAMATIONS/COMMENDATIONS/PETITIONS**

1. Mayor Nowaczek administered the Oath of Office to the city's new part-time police officer, Zachary Lund.
2. Mayor Nowaczek reported that the recycling award for May went to David Gardner.
3. The Bayport Police Department will be offering a Youth Safety Camp for children entering grades 3-5 on June 18<sup>th</sup> and 19<sup>th</sup> at Lakeside Park. The cost is \$25.00 and registrations are due by Friday, June 8, 2007.
4. Mayor Nowaczek stated there would be a City Council workshop on Monday, June 18, 2007, at 4:00 p.m. at City Hall for a strategic review of the Police Department. There will be no public comment during the meeting, but residents may submit written comments for consideration at the meeting by Tuesday, June 12<sup>th</sup>.

**OPEN FORUM**

1. Bill Huhnke, 164 4<sup>th</sup> Street North, spoke against the proposed and newly adopted city ordinance revisions. Mr. Huhnke also inquired about a group home coming to his neighborhood. Administrator McGuire stated that under state law a group home for 6 people or less is allowed in any zoning district, and that no permit is required from the city.
2. Sandy Ness, on behalf of the Bayport Post Office, thanked Bayport residents for participating in the food drive on May 12<sup>th</sup>. The Post Office collected 851 pounds of food.

**CONSENT AGENDA**

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

Councilmember Johnson introduced the following resolution and moved its adoption:

**Resolution 07-13**

**RESOLUTION, CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA, APPROVING  
CONSENT AGENDA ITEMS 1-8 FROM THE JUNE 4, 2007 CITY COUNCIL AGENDA**

1. May 7, 2007 City Council regular meeting minutes
2. May payables and receipts
3. May building, plumbing and mechanical permits
4. Purchase of a new Mobil Data Computer for the Police Department

5. Purchase of a new speed laser for the Police Department
6. Special event application for Tetra Pak company picnic and fishing contest
7. PERA participation for previous city employee Mark Jara
8. Purchase of an equipment trailer for the Public Works Department

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

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

**PUBLIC HEARINGS – None**

**COUNCIL LIAISON REPORTS**

Councilmember Ridgway reported the Cable Commission’s next regularly scheduled meeting will be held June 20, 2007, 7:00 p.m. at the Valley Ridge Mall.

Councilmember Kraftson reported the Middle St. Croix Watershed Management Organization (MSCWMO) is starting a Citizen Advisory Committee (CAC) and would like a citizen representative from each community. The first meeting of the CAC is scheduled for Wednesday, June 20, 2007, 7:00 p.m. at the Washington Conservation District Office. Residents interested in participating on the advisory commission should contact City Hall. He stated the MSCWMO board chair inquired about the final color selection for the new beach house at Lakeside Park.

Councilmember Johnson reviewed the May 24, 2007 meeting of the Bayport Public Library Foundation Board. Items discussed included computer classes for senior citizens, online registration for new patrons, maintaining the library’s new landscaping areas, the summer reading program, and the status of the strategic plan for the library.

Councilmember Carlson reported the Lower St. Croix Partnership group met on May 23, 2007, at the St. Croix Government Center in Hudson. There were no issues pertaining to Bayport. The next meeting will be in July, with the date to be determined.

**UNFINISHED BUSINESS**

Consider accepting donation of ice equipment and discuss placement in Lakeside Park: Administrator McGuire reviewed Richard Hayner’s offer to donate a piece of historical ice equipment to the city. Staff recommended accepting the donation and authorizing staff to determine placement of the equipment, possibly near the recently installed button factory kiosk. Mr. Hayner was thanked for his donation.

It was moved by Councilmember Carlson and seconded by Councilmember Kraftson to accept Richard Hayner’s donation of ice harvesting equipment, adding the requested memorial and reference plaques, and installing at an appropriate location in Lakeside Park. Motion carried.

Consider amending the city’s offenses and miscellaneous provision ordinance regarding weapons and illegal posting: Attorney Vivian reviewed the changes made to Chapter 38 of the Bayport City Code since the last meeting, indicating the proposed changes clarify the ordinance revisions and intent of previous City Council discussion. He noted that in Section 38-2, (2), the word “public” should be inserted prior to the word “nuisance.”

Councilmember Johnson introduced the following ordinance and moved its adoption:

**Ordinance #790**

**ORDINANCE OF THE CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA  
AMENDING CHAPTER 38 OF THE BAYPORT CITY CODE REGARDING OFFENSES AND  
MISCELLANEOUS PROVISIONS**

The motion for adopting the foregoing ordinance was duly seconded by Councilmember Ridgway 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	

**NEW BUSINESS**

Consider a variance to allow construction of a new detached garage nearer to the front property line than the existing house located at 440 Minnesota Street South: Planner Taylor reviewed the variance application of Gerald and Victoria Peterson to build a new detached garage nearer to the front property line than the existing house, which is not allowed by city code. The applicants are proposing a 22 foot x 24 foot two-car detached garage approximately 15 feet southeast of the existing house. There is currently no garage on the property to accommodate indoor parking and/or storage, and there is no alternate buildable area for a garage due to the location of the house on the lot. The proposed garage and driveway would comply with all setback and height requirements and provide for off-street parking without encroaching onto the public right-of-way. The existing gravel parking area and storage shed would be removed. The Planning Commission recommended approval of this variance application at their May 21, 2007 meeting. Staff believes the variance request meets the criteria of an undue hardship and recommends approval, in accordance with the conditions stated in the staff report.

Applicant Gerald Peterson stated the proposed garage would help alleviate parking issues on the alley, as well as help with a lack of storage in the home. Discussion followed on adding windows to the east side of the garage and the unique characteristics of the lot.

Councilmember Carlson introduced the following resolution and moved its adoption:

**Resolution 07-15**

**RESOLUTION APPROVING GERALD AND VICTORIA PETERSON'S VARIANCE  
APPLICATION FOR CONSTRUCTION OF A DETACHED GARAGE AT 440 MINNESOTA  
STREET SOUTH, LEGALLY DESCRIBED AS THE NORTH ONE-HALF OF LOT 18,  
EXCEPT THE SOUTH 5 FEET THEREOF, BLOCK 93 AND LOT 19, BLOCK 93, BAYPORT,  
WASHINGTON COUNTY, MINNESOTA**

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	

Consider awarding bid for Phase 1A of Lakeside Park Improvement Project: Administrator McGuire noted that nine bids were received by the May 24<sup>th</sup> deadline, ranging from a high of \$423,045.00 to the low bid of \$298,300.00, submitted by Jansen Builders, Inc., South St. Paul, Minnesota. The architect's estimate was \$367,000.00. With the favorable bid results, staff may make a future recommendation to

change the interior wall finishes from concrete block to a finish offering better durability and ease of maintenance. Bids for the playground equipment will be considered at the July meeting, and staff is exploring equipment with a boat-type theme for a future phase of playground equipment replacement. Staff has verified references for Jansen Builders, Inc., and Mr. McGuire recommended awarding the Lakeside park Phase 1A renovations to Jansen Builders, Inc., in the amount of \$298,300.00.

It was moved by Councilmember Carlson and seconded by Councilmember Kraftson to award the Lakeside Park Phase 1A renovations to Jansen Builders, Inc., South St. Paul, Minnesota, in the amount of \$298,300.00. Motion carried.

A pre-construction meeting will be scheduled this week or next, with construction to begin in mid June. A final itemized budget, as well as any potential additions for City Council review, will be brought back at the July meeting.

Consider award for a storm sewer collection at the air stripper building: Engineer Peters reviewed the background for the recommendation to construct a catch basin for the emergency overflow pipe for the clear well at the newly installed air stripper at well #2, as well as redirecting the piping to the west. Prior to the automatic controls for the overflow system being set, a water sample testing resulted in an overflow situation that discharged the water north into a ravine and subsequently onto residential properties. SEH believes the overflow system will not be used again since the automatic controls have been properly set; however, they recommend awarding the project to ease the concerns of residents at the bottom of the ravine. Two quotes were received for the project, and staff recommended awarding the project to the low bidder, Miller Excavating, for a total cost of \$14,980.00, which includes importing topsoil. The MPCA will not pay for this additional cost for the air stripper project, since the need for it is site specific and would not be allowed under the grant agreement. It is not being recommended as a change order for the air stripper project as the prime contractor can add 15% overhead costs.

Mayor Nowaczek recognized the concerns of the residents affected by the overflow problem. Discussion followed on why the air stripper overflow discharge could not be tied into the Phase 2 storm water treatment system at Inspiration, impact on new driveways, restoration of the slopes, soil conditions, and the need to take steps to assure the overflow problem does not reoccur.

It was moved by Commissioner Kraftson and seconded by Commissioner Ridgway to award the bid for the Air Stripper Storm Sewer project to Miller Excavating for the base bid of \$11,965.00, with the possible addition of \$3,015.00 for imported topsoil, if necessary. Motion carried.

Consider purchase of a new plow truck cab and chassis for the Public Works Department: Public Works Supervisor Horak indicated that the 2005-2010 capital improvement budgets include purchase of additional snowplow equipment. He is recommending replacing the 1988 plow truck in 2007 because of a current financial incentive, due to stricter emission regulations in effect next year. The State contract pricing would be \$66,589.15 for a new Sterling L8500 heavy-duty cab and chassis. There would be an additional estimated \$60,000.00 to outfit the plowing equipment for the truck, and this expenditure would be brought back for approval once quotes are obtained. The Public Works Equipment Replacement Fund currently has a balance of \$428,000.00. Supervisor Horak recommends keeping the 1988 plow truck until the new one is up and running.

It was moved by Councilmember Carlson and seconded by Councilmember Johnson to purchase a 2007 Sterling L8500 plow truck cab and chassis from Boyer Ford Trucks, Inc., Lauderdale, Minnesota, for the State contract total price of \$66,589.15. Motion carried.

Consider bids for seal coating, crack filling, and spot patching services: Public Works Supervisor Horak stated that this year's seal coating project would include Osprey Boulevard, 10<sup>th</sup> Avenue North and Point Road. The City of Bayport was able to piggyback with the City of Stillwater's seal coating project, resulting in favorable pricing due to the larger volumes. The quotes came in lower than budgeted, and staff is recommending additional seal coating of a portion of 6<sup>th</sup> Street that is in need of maintenance. He explained that crack filling and spot patching of the areas to be seal coated is also necessary prior to seal coating. The budget for these projects is \$75,000.00 and the projected costs are \$53,500.00.

It was moved by Councilmember Kraftson and seconded by Councilmember Carlson to participate with the City of Stillwater's sealing coating project and award the contract to the low bidder, Allied Blacktop, Maple Grove, Minnesota, for a not-to-exceed cost of \$45,000.00, and award the crack filling and spot patching project to the low bidder, Bergman Companies, Eau Claire, Wisconsin, for a not-to-exceed cost of \$8,500.00. Motion carried.

Consider disbursement and allocation of Allied Waste Recycling Scholarship funds: Administrator McGuire reviewed the history of the Allied Waste \$500.00 recycling scholarship program that began last year. There were no eligible applicants in 2006, and the City Council recommended that two \$500.00 scholarships be awarded in 2007. One application was received this year from Heidi Peterson, 432 4<sup>th</sup> Street North; however, several inquiries were received from city employees who are not eligible for the award. Staff recommended awarding a \$500.00 scholarship to Heidi Peterson and earmarking the remaining \$500.00 to purchase recycling receptacles for Lakeside Park. Discussion followed on looking at alternate educational programs the city could implement when the Allied Waste contract is renewed and using the remaining \$500.00 for recycling receptacles.

It was moved by Councilmember Johnson to award the \$500.00 Allied Waste Recycling Scholarship to Heidi Peterson, 432 4<sup>th</sup> Street North, Bayport, Minnesota.

Councilmember Johnson amended his motion to include applying the remaining \$500.00 toward purchase of recycling receptacles and educational programs at Lakeside Park, or another suitable location. Councilmember Carlson seconded the motion. Motion carried.

Councilmember Johnson stated he was in favor of keeping the scholarship program.

## **COUNCIL ITEMS/ANNOUNCEMENTS**

1. Mayor Nowaczek thanked everyone involved with the Memorial Day parade and program at Hazelwood Cemetery, especially parade chairperson Jim Menard and the Hesley Jensen American Legion Post.
2. Councilmember Kraftson stated he has done some research on using woodchips for the Lakeside Park playground. There are ADA-accessible woodchip options available, which would be much less costly than the surface material being considered. City staff will investigate further. It was recommended that samples be provided for consideration.
3. Councilmember Johnson reported that he attended a dedication ceremony today for the Andersen Corporation's new steam boiler plant, along with Governor Pawlenty and other state dignitaries. He reported that the boiler plant was relatively quiet while operating.

## **ADMINISTRATOR/STAFF ITEMS AND ANNOUNCEMENTS**

1. Update on auditor RFP: Administrator McGuire reported seven audit firms returned proposals for next year's audit services. The top three firms will be interviewed by the Mayor, City Administrator, Finance Officer, and Assistant Administrator. Council members should contact Mr. McGuire with comments, and a recommendation will be brought for consideration at the July or August City Council meeting.
2. Discuss scheduling a Capital Improvement Plan workshop: Administrator McGuire stated he would like to schedule a workshop with the City Council to discuss the 2008 budget and Capital Improvement Plan. He proposed the date of Monday, July 16, 2007 at 4:00 p.m.

It was moved by Councilmember Ridgway and seconded by Councilmember Carlson to schedule a workshop on Monday, July 16, 2007, 4:00 p.m., to discuss the 2008 budget and Capital Improvement Plan. Motion carried.

## **ADJOURNMENT**

It was moved by Councilmember Carlson and seconded by Councilmember Johnson to adjourn the meeting at 7:25 p.m. Motion carried.

**CITY OF BAYPORT  
CITY COUNCIL WORKSHOP MINUTES  
COUNCIL CHAMBERS  
JUNE 18, 2007  
4:00 P.M.**

**CALL TO ORDER**

Pursuant to due call and notice, Mayor Nowaczek called the City Council workshop meeting of June 18, 2007 to order at 4:00 p.m.

**ROLL CALL**

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

Members Absent: None

Others Present: Administrator Mike McGuire, Interim Police Chief Laura Eastman, and Assistant City Administrator Sara Taylor

Mayor Nowaczek stated the purpose of the City Council workshop was to learn about the operations, challenges and strategies of the Police Department, as well as discuss priorities and resources. He suggested it would be beneficial to review all major city departments, i.e., Public Works, Fire Department and Administration, on a yearly basis using a similar workshop format.

**Police Department operational review:** Interim Chief Eastman discussed the Police Department's operational organization, including current paid staff, along with their experience and training. The officers' general duties were reviewed, and Chief Eastman stated 1,997 calls were handled by the department in 2006. There is one officer on duty at all times, with additional part-time officers on duty during busy periods, as the budget allows. A breakdown of the calls was examined, noting the majority of the calls were related to public assistance. The Police Reserves program, consisting of nine non-sworn reserve officers, was reviewed. Chief Eastman concluded her presentation with an overview of the department's mission and goals.

Chief Eastman answered questions relative to police activities on Highway 95. She indicated officers are instructed not to conduct traffic stops in front of businesses, specifically taverns, whenever possible. The number of calls in the past five years has remained about the same, noting that officers handle some minor public assistance calls without generating a report. The practice of mutual assistance with other agencies was discussed. Interaction with Andersen Corporation and the Department of Corrections facility was reviewed. In response to a question regarding the need for a staff person with a social service background, Chief Eastman noted that a crisis line is available around the clock for domestic situations and officers are instructed to assist residents in contacting the appropriate help line or social worker on call. The department is also exploring programs to assist the residents of Croixdale. The department's relationship with the local press was discussed, as well as public versus private information.

Chief Eastman stated that having a sergeant on duty to assist the full-time officer, especially on the night shift, would be beneficial. She reviewed factors affecting the upcoming budget, specifically communication and vehicle needs. She stated officers use their discretion when dealing with speed limit issues, and one of her goals is to provide training on commercial vehicle inspections. Monitoring

crosswalk activity on Highway 95 after church services was recommended, and councilmembers noted crosswalk safety as a priority. Last year, the Police Department was unsuccessful in obtaining a grant to purchase a permanent speed monitoring device. Staff and councilmembers agreed the device would be helpful in controlling speeding through town, and hopefully the price will come down on these units. Chief Eastman stressed the importance of using police reserves as an added presence in town and retaining part-time officers. Compensation issues for part-time officers were discussed. In addition to providing a summary of police calls to newspapers, it was suggested that the information also be posted on the city's website.

Administrator McGuire stated the city received no written comments from the public on the workshop prior to the meeting. Councilmembers stated they had received comments regarding the need to patrol all city streets and alleys, not just Highway 95.

Chief Eastman discussed community-oriented policing to strengthen ties with the community, with an emphasis on fostering relationships with the city's juvenile population. One of the department's goals is to obtain a grant for a community-oriented police officer position.

**Discuss and prioritize the Police Department's role in the city:** Councilmembers presented their top priorities/goals for the Police Department, as follows:

Councilmember Ridgway:

- ✓ Patrolling streets and alleys for suspicious activity, with a goal of every street/alley at least once per 12-hour shift
- ✓ Encourage residents to contact Police Department with concerns

Councilmember Kraftson:

- ✓ Patrolling Highway 95

Mayor Nowaczek:

- ✓ Explore opportunities to increase positive interaction between police officers and the community, e.g., current police crosswalk patrol at Andersen Elementary

Councilmember Johnson:

- ✓ Identify Police Department needs and future plans

Councilmember Carlson:

- ✓ Patrolling streets and alleys for suspicious activity, with emphasis on alleyways
- ✓ Increased public interaction so residents know police officers by face/name
- ✓ Increased interaction with youth to promote better relationships
- ✓ Maintain open communication with City Council

**Discuss approach for hiring new police chief:** Administrator McGuire stated he would like to make a recommendation for hiring a new police chief at the July City Council meeting, and requested input on concerns surrounding the appointment.

Councilmember Carlson:

- ✓ Chief must possess good communication skills to interact with staff and public
- ✓ Presence in the community and good leadership skills
- ✓ Open-minded

Councilmember Johnson:

- ✓ Does our personnel policy require that an outside search be conducted? How can we shorten the hiring process to achieve the optimal result?

Administrator McGuire reviewed the process for hiring an internal candidate and stated the City Council needs to decide whether an outside search should be conducted. He noted a professional search would run in the \$15,000-\$20,000 range, and the general consensus of the councilmembers was to pursue internal options first.

Councilmember Kraftson:

- ✓ Recommended using a law enforcement advisor during the hiring process, similar to the process used by City of Stillwater

Mayor Nowaczek:

- ✓ Needs good management skills, people skills, organized, good rapport with staff and clients
- ✓ Hands-on management style – spend part of their time on the street
- ✓ Law enforcement experience, with emphasis on management

Councilmember Ridgway:

- ✓ Working police chief – combination of office and patrol work

Administrator McGuire stated he would be prepared to make a recommendation for hiring a new chief at the next City Council meeting.

**Summary of workshop:** Mayor Nowaczek concluded the workshop by recognizing the Bayport Police Department as an important community asset. He recognized opportunities for improvement and the need to keep the lines of communication open between the City Council and city departments. He recognized the efforts of the Police Department, and stated he would like the new chief to present department strategies to incorporate councilmembers' goals at a future City Council meeting. Councilmembers are in favor of an internal search for the city's new police chief.

Chief Eastman responded to a question regarding the department's pursuit policy, specifically regarding the use of speed and sirens within the city.

**ADJOURNMENT**

The workshop concluded at 5:55 p.m.

CITY OF BAYPORT

REVENUE SUMMARY YTD THRU 06/30/07

FUND	FUND Descr	2007 Budget	2007 YTD Amt	2007 % of Budget
I 101	GENERAL	\$2,135,799.00	\$315,372.47	14.77%
I 102	STREET RECONSTRUCTION	\$0.00	\$6,855.77	0.00%
I 103	GO TIF BD FUND 1990 CAP PROJ	\$0.00	\$0.00	0.00%
I 105	GENERAL FIXED ASSETS	\$0.00	\$0.00	0.00%
I 106	TIF ECON DEV DIST 2	\$0.00	\$0.00	0.00%
I 107	TIF REDEVELOPMENT DISTRICT 2-1	\$0.00	\$0.00	0.00%
I 200	FIRE EQUIPMENT REPLACEMENT FUN	\$0.00	\$240,682.24	0.00%
I 201	D.A.R.E.	\$0.00	\$0.00	0.00%
I 202	DRUG FORFEITURE	\$0.00	\$0.00	0.00%
I 203	PUBLIC WORKS EQUIPMENT REPL	\$0.00	\$0.00	0.00%
I 204	RECREATION CAP EQUIP & MAINT	\$0.00	\$3,091.70	0.00%
I 205	TAX STABILIZATION FUND	\$0.00	\$0.00	0.00%
I 206	WATER/SEWER IMPROVEMENT FUND	\$0.00	\$667,811.75	0.00%
I 207	PARK IMPROVEMENT FUND	\$0.00	\$10,000.00	0.00%
I 208	PRISON SEWER PROJECT	\$0.00	\$32,577.71	0.00%
I 209	DEVELOPER REIMBURSED PROJECTS	\$0.00	\$31,320.00	0.00%
I 211	LIBRARY	\$285,574.00	\$3,131.29	1.10%
I 303	GO TIF BOND 1990 DEBT SERVICE	\$0.00	\$568.74	0.00%
I 307	DEBT SERVICE GO BONDS \$710,000	\$0.00	\$0.00	0.00%
I 601	WATER	\$299,600.00	\$63,313.58	21.13%
I 602	SEWER	\$561,117.00	\$185,089.44	32.99%
I 800	INVESTMENTS-POOLED	\$0.00	\$107,822.22	0.00%
I 803	P & Z ESCROWS	\$0.00	\$5,800.00	0.00%
I 851	NON EXP TRUST	\$0.00	\$0.00	0.00%
		\$3,282,090.00	\$1,673,436.91	50.99%

6/12 = 50%

## CITY OF BAYPORT

06/27/07 3:12 PM

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## MONTHLY RECEIPTS

Period Name: JUNE

FUND	Tran Date	Amount	Refer Comments	Account Descr
<b>FUND 101 GENERAL</b>				
101	6/13/2007	\$50.00	14094 Sp Event Appl - Andersen Corp	R 101-00000-34105 USER FE
101	6/22/2007	\$50.00	14112 AFSCME Special Event	R 101-00000-34105 USER FE
101	6/1/2007	\$0.50	14075 MechPermit - Auto Garage Door	G 101-20104 STATE SURCHA
101	6/1/2007	\$0.50	14076 MechPermit - Ray Welter	G 101-20104 STATE SURCHA
101	6/1/2007	\$5.13	14078 BP - Reroof - Lindus Construction	G 101-20104 STATE SURCHA
101	6/1/2007	\$0.35	14079 BP 2007-41 - Silva	G 101-20104 STATE SURCHA
101	6/1/2007	\$30.00	14080 BP 2007-40 - Niles Construction	G 101-20104 STATE SURCHA
101	6/13/2007	\$0.50	14086 Mech Permit - McMullen	G 101-20104 STATE SURCHA
101	6/13/2007	\$0.50	14087 Lic Fee and Mech Permit - Kleve	G 101-20104 STATE SURCHA
101	6/13/2007	\$0.50	14088 Pl Permit - Plymouth Plmbg	G 101-20104 STATE SURCHA
101	6/13/2007	\$7.50	14091 BP 2007-42	G 101-20104 STATE SURCHA
101	6/13/2007	\$0.50	14095 Lic & PL Permit - J Scott Plmbg	G 101-20104 STATE SURCHA
101	6/22/2007	\$0.50	14098	G 101-20104 STATE SURCHA
101	6/22/2007	\$0.50	14109 HVAC Permit - Ray Welter	G 101-20104 STATE SURCHA
101	6/22/2007	\$0.50	14117 HVAC - Freir Electric & Heating	G 101-20104 STATE SURCHA
101	6/22/2007	\$0.50	14118 PL Permit - Mark Ostertag	G 101-20104 STATE SURCHA
101	6/1/2007	\$6.50	14077 Park Shelter - Porter	G 101-20603 SALES TAX PAY
101	6/13/2007	\$6.50	14093 Park Reservation - Modernistic	G 101-20603 SALES TAX PAY
101	6/22/2007	\$32.50	14111	G 101-20603 SALES TAX PAY
101	6/22/2007	\$6.50	14116 Park Shelter - Kasel	G 101-20603 SALES TAX PAY
101	6/22/2007	\$0.00	14119 Park Shelter - Joe Devine	G 101-20603 SALES TAX PAY
101	6/13/2007	\$33.25	14103 COBRA - McGuire	G 101-27107 DELTA DENTAL
101	6/22/2007	\$33.25	14108 COBRA - Hartung	G 101-27107 DELTA DENTAL
101	6/1/2007	\$53.53	14074 COBRA - FARNHAM	G 101-27109 MEDICA
101	6/13/2007	\$443.08	14102 COBRA - Ridgway	G 101-27109 MEDICA
101	6/13/2007	\$443.08	14103 COBRA - McGuire	G 101-27109 MEDICA
101	6/22/2007	\$443.08	14108 COBRA - Hartung	G 101-27109 MEDICA
101	6/13/2007	\$14.50	14103 COBRA - McGuire	G 101-27118 LINCOLN LIFE
101	6/13/2007	\$30.00	14087 Lic Fee and Mech Permit - Kleve	R 101-41910-32100 BUSINES
101	6/13/2007	\$30.00	14095 Lic & PL Permit - J Scott Plmbg	R 101-41910-32100 BUSINES
101	6/13/2007	\$76.50	14089 Temp sign permits - Marine Max	R 101-41910-32200 NONBUSI
101	6/1/2007	\$206.50	14078 BP - Reroof - Lindus Construction	R 101-41910-32210 BUILDING
101	6/1/2007	\$31.50	14079 BP 2007-41 - Silva	R 101-41910-32210 BUILDING
101	6/1/2007	\$491.89	14080 BP 2007-40 - Niles Construction	R 101-41910-32210 BUILDING
101	6/1/2007	\$756.75	14080 BP 2007-40 - Niles Construction	R 101-41910-32210 BUILDING
101	6/13/2007	\$265.50	14091 BP 2007-42	R 101-41910-32210 BUILDING
101	6/13/2007	\$250.00	14090 EG 2007-2 at 302 MN St So	R 101-41910-32214 EXCAVAT
101	6/13/2007	\$75.00	14088 Pl Permit - Plymouth Plmbg	R 101-41910-32220 PLUMBIN
101	6/13/2007	\$75.00	14095 Lic & PL Permit - J Scott Plmbg	R 101-41910-32220 PLUMBIN
101	6/22/2007	\$75.00	14118 PL Permit - Mark Ostertag	R 101-41910-32220 PLUMBIN
101	6/1/2007	\$75.00	14075 MechPermit - Auto Garage Door	R 101-41910-32230 MECHANI
101	6/1/2007	\$75.00	14076 MechPermit - Ray Welter	R 101-41910-32230 MECHANI
101	6/13/2007	\$75.00	14086 Mech Permit - McMullen	R 101-41910-32230 MECHANI
101	6/13/2007	\$75.00	14087 Lic Fee and Mech Permit - Kleve	R 101-41910-32230 MECHANI
101	6/22/2007	\$75.00	14098	R 101-41910-32230 MECHANI
101	6/22/2007	\$75.00	14109 HVAC Permit - Ray Welter	R 101-41910-32230 MECHANI
101	6/22/2007	\$75.00	14117 HVAC - Freir Electric & Heating	R 101-41910-32230 MECHANI
101	6/22/2007	\$1,196.03	14120 City of Lakeland - 05/31/07	R 101-41910-34103 LAKELAN
101	6/22/2007	\$30.00	14104 Pet License - MK Holst	R 101-42100-32240 ANIMAL F
101	6/22/2007	\$10.00	14110 Pet License - Pritchard	R 101-42100-32240 ANIMAL F
101	6/22/2007	\$10.00	14121 Dog license - Lake	R 101-42100-32240 ANIMAL F
101	6/1/2007	\$750.00	14082 Safety Camp	R 101-42100-34105 USER FE
101	6/13/2007	\$500.00	14101 Safety Camp - 20 applications	R 101-42100-34105 USER FE
101	6/14/2007	\$3,139.42	14100 Washington County - Fines	R 101-42100-35101 COURT FI
101	6/1/2007	\$40.00	14081 Burn Permits	R 101-42200-32200 NONBUSI
101	6/22/2007	\$40.00	14123 2 Burn Permits	R 101-42200-32200 NONBUSI
101	6/22/2007	\$80.00	14107 Used Oil Payment	R 101-43100-36240 REFUND
101	6/1/2007	\$100.00	14077 Park Shelter - Porter	R 101-43200-34780 PARK FE
101	6/1/2007	\$10.00	14083 Boat trailer parking	R 101-43200-34780 PARK FE
101	6/13/2007	\$100.00	14093 Park Reservation - Modernistic	R 101-43200-34780 PARK FE

**CITY OF BAYPORT**  
**MONTHLY RECEIPTS**

Period Name: JUNE

FUND	Tran Date	Amount	Refer Comments	Account Descr
101	6/13/2007	\$10.00	14096 Boat Trailer Permit - Weiger	R 101-43200-34780 PARK FE
101	6/13/2007	\$220.00	14097 Boat Trailer Parking Fees	R 101-43200-34780 PARK FE
101	6/22/2007	\$500.00	14111	R 101-43200-34780 PARK FE
101	6/22/2007	\$100.00	14116 Park Shelter - Kasel	R 101-43200-34780 PARK FE
101	6/22/2007	\$100.00	14119 Park Shelter - Joe Devine	R 101-43200-34780 PARK FE
FUND 101 GENERA		\$11,487.84		
<b>FUND 102 STREET RECONSTRUCTION</b>				
102	6/1/2007	\$646.00	14072 Sidewalk Sp As - Lenz	R 102-41602-36102 SPECIAL
102	6/1/2007	\$1,631.49	14073 Sidewalk Sp As - Harms (int not paid)	R 102-41602-36102 SPECIAL
102	6/22/2007	\$1,558.00	14115 Sp Assessment - Curbs & Sidewalks	R 102-41602-36102 SPECIAL
102	6/1/2007	\$55.34	14072 Sidewalk Sp As - Lenz	R 102-41602-36104 SPEC AS
102	6/22/2007	\$133.45	14115 Sp Assessment - Curbs & Sidewalks	R 102-41602-36104 SPEC AS
FUND 102 STREET		\$4,024.28		
<b>FUND 206 WATER/SEWER IMPROVEMENT FUND</b>				
206	6/1/2007	\$91.98	14084 W/S 2007060100	G 206-12103 A/R GEN BILLIN
206	6/13/2007	\$98.87	14085 WS 2007061300	G 206-12103 A/R GEN BILLIN
206	6/22/2007	\$118.86	14114 W/S 2007062000	G 206-12103 A/R GEN BILLIN
206	6/22/2007	\$36.87	14122 W/S 2007062200	G 206-12103 A/R GEN BILLIN
206	6/14/2007	\$69,490.80	14100 MPCA - Engineering Fees	R 206-41604-36233 GRANTS
FUND 206 WATER/		\$69,837.38		
<b>FUND 601 WATER</b>				
601	6/1/2007	\$405.44	14084 W/S 2007060100	G 601-14601 WATER BILLING
601	6/13/2007	\$461.43	14085 WS 2007061300	G 601-14601 WATER BILLING
601	6/22/2007	\$297.65	14114 W/S 2007062000	G 601-14601 WATER BILLING
601	6/22/2007	\$157.34	14122 W/S 2007062200	G 601-14601 WATER BILLING
601	6/13/2007	\$2.53	14085 WS 2007061300	G 601-14605 SALES TAX REC
FUND 601 WATER		\$1,324.39		
<b>FUND 602 SEWER</b>				
602	6/1/2007	\$410.44	14084 W/S 2007060100	G 602-14602 SEWER BILLIN
602	6/13/2007	\$424.14	14085 WS 2007061300	G 602-14602 SEWER BILLIN
602	6/14/2007	\$15,132.33	14099 W/S 2007061400 Prison	G 602-14602 SEWER BILLIN
602	6/22/2007	\$726.57	14114 W/S 2007062000	G 602-14602 SEWER BILLIN
602	6/22/2007	\$160.35	14122 W/S 2007062200	G 602-14602 SEWER BILLIN
FUND 602 SEWER		\$16,853.83		
<b>FUND 800 INVESTMENTS-POOLED</b>				
800	6/22/2007	\$30.00	14113 Refund Wire xfer fees	E 800-00000-880 FEES
FUND 800 INVESTM		\$30.00		
		\$103,557.72		

CITY OF BAYPORT

EXPENSE SUMMARY YTD THRU 06/30/07

DEPT	DEPT Descr	2007 Budget	2007 YTD Amt	Balance	2007 % of Budget Remain
FUND 101 GENERAL					
00000	GENERAL GOVERNMENT	\$0.00	\$0.00	\$0.00	0.00%
41100	ELECTIONS	\$3,950.00	\$170.00	\$3,780.00	95.70%
41200	MAYOR & COUNCIL	\$140,584.70	\$71,610.93	\$68,973.77	49.06%
41240	RECYCLING	\$12,259.00	\$3,138.76	\$9,120.24	74.40%
41400	ADMINISTRATION	\$133,519.00	\$69,300.38	\$64,218.62	48.10%
41903	DEBT SERVICE	\$0.00	\$0.00	\$0.00	0.00%
41910	PLANNING & ZONING	\$188,965.80	\$88,123.46	\$100,842.34	53.37%
41940	MUNICIPAL BUILDINGS	\$36,379.00	\$24,573.53	\$11,805.47	32.45%
42100	POLICE	\$629,608.20	\$296,686.82	\$332,921.38	52.88%
42200	FIRE PROTECTION	\$375,742.76	\$339,961.91	\$35,780.85	9.52%
43100	STREET MAINT	\$304,157.00	\$122,104.42	\$182,052.58	59.85%
43160	STREET LIGHTING	\$0.00	\$11,600.05	-\$11,600.05	0.00%
43200	PARKS	\$76,265.18	\$41,088.68	\$35,176.50	46.12%
43300	CEMETERY	\$6,400.00	\$1,455.06	\$4,944.94	77.26%
44100	PROJECT	\$15,000.00	\$0.00	\$15,000.00	100.00%
44200	TRANSFER OUT-DEBT SERVIC	\$49,380.00	\$0.00	\$49,380.00	100.00%
FUND 101 GENERAL		\$1,972,210.64	\$1,069,814.00	\$902,396.64	45.76%
FUND 208 PRISON SEWER PROJECT					
44100	PROJECT	\$0.00	\$787.71	-\$787.71	0.00%
FUND 208 PRISON SEWER PROJECT		\$0.00	\$787.71	-\$787.71	0.00%
FUND 209 DEVELOPER REIMBURSED PROJECTS					
41911	BAYTOWN DEVELOPMENTS	\$0.00	\$77,486.75	-\$77,486.75	0.00%
41912	INSPIRATION	\$0.00	\$4,985.47	-\$4,985.47	0.00%
41913	EMERALD FALLS	\$0.00	\$0.00	\$0.00	0.00%
FUND 209 DEVELOPER REIMBURSED PR		\$0.00	\$82,472.22	-\$82,472.22	0.00%
FUND 211 LIBRARY					
45500	LIBRARY	\$284,574.00	\$144,117.63	\$140,456.37	49.36%
FUND 211 LIBRARY		\$284,574.00	\$144,117.63	\$140,456.37	49.36%
FUND 601 WATER					
44100	PROJECT	\$0.00	\$0.00	\$0.00	0.00%
46110	WATER-PUMPHOUSE	\$37,000.00	\$26,134.16	\$10,865.84	29.37%
46120	WATER	\$212,224.00	\$104,237.08	\$107,986.92	50.88%
FUND 601 WATER		\$249,224.00	\$130,371.24	\$118,852.76	47.69%
FUND 602 SEWER					
44100	PROJECT	\$0.00	\$0.00	\$0.00	0.00%
46200	SEWER - OPERATING	\$320,673.00	\$92,914.97	\$227,758.03	71.03%
46990	SEWER - NON-OPERATING	\$290,000.00	\$144,117.42	\$145,882.58	50.30%
FUND 602 SEWER		\$610,673.00	\$237,032.39	\$373,640.61	61.19%
FUND 800 INVESTMENTS-POOLED					
00000	GENERAL GOVERNMENT	\$0.00	\$269.45	-\$269.45	0.00%
FUND 800 INVESTMENTS-POOLED		\$0.00	\$269.45	-\$269.45	0.00%
FUND 803 P & Z ESCROWS					
41910	PLANNING & ZONING	\$0.00	\$0.00	\$0.00	0.00%
80001	ANDERSEN ESCROW	\$0.00	\$28.63	-\$28.63	0.00%
80002	CPDC SENIOR COOP	\$0.00	\$0.00	\$0.00	0.00%
80003	BAYTOWN ANNEXATION	\$0.00	\$9,626.92	-\$9,626.92	0.00%
80004	CROIXDALE	\$0.00	\$0.00	\$0.00	0.00%
80005	HARRIS CO - MCF	\$0.00	\$0.00	\$0.00	0.00%
80006	OSTERTAG VARIANCE	\$0.00	\$0.00	\$0.00	0.00%
80007	JEFF NELSON ESCROW	\$0.00	\$0.00	\$0.00	0.00%

6/12 = 50%

CITY OF BAYPORT

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EXPENSE SUMMARY YTD THRU 06/30/07

DEPT	DEPT Descr	2007 Budget	2007 YTD Amt	Balance	2007 % of Budget Remain
:80008	CHARLES LUTZ STREET VACA	\$0.00	\$1,071.92	-\$1,071.92	0.00%
:80009	DON THRON VARIANCE	\$0.00	\$0.00	\$0.00	0.00%
:80010	JERRY PETERSON ESCROW	\$0.00	\$71.10	-\$71.10	0.00%
!FUND 803 P & Z ESCROWS		\$0.00	\$10,798.57	-\$10,798.57	0.00%
		\$3,116,681.64	\$1,675,663.21	\$1,441,018.43	46.24%

CITY OF BAYPORT

MONTHLY EXPENSES

Period Name: JUNE

FUND Search Name	Tran Date	Act Amount Typ	DEPT	OBJ Comments	OBJ Descr
<b>FUND 101 GENERAL</b>					
<b>DEPT 41200 MAYOR &amp; COUNCIL</b>					
101	6/14/2007	\$245.28 E	41200	101 Labor Distribution	WAGES AND SAL
101	6/11/2007	\$1,175.00 E	41200	101 Labor Distribution	WAGES AND SAL
101	6/11/2007	\$11.25 E	41200	121 Labor Distribution	P E R A
101	6/14/2007	\$15.21 E	41200	122 Labor Distribution	CONT TO RET., S
101	6/11/2007	\$72.85 E	41200	122 Labor Distribution	CONT TO RET., S
101	6/14/2007	\$3.56 E	41200	170 Labor Distribution	MEDICARE
101	6/11/2007	\$17.03 E	41200	170 Labor Distribution	MEDICARE
101 ECKBERG, LAMMERS, BRIG	6/11/2007	\$1,095.93 E	41200	300 81424 - May Statement	PROF SER-LEGAL
101 ECKBERG, LAMMERS, BRIG	6/11/2007	\$50.00 E	41200	300 81424 - May Statement	PROF SER-LEGAL
101 ECKBERG, LAMMERS, BRIG	6/11/2007	\$31.25 E	41200	300 81424 - May Statement	PROF SER-LEGAL
101 ECKBERG, LAMMERS, BRIG	6/11/2007	\$56.25 E	41200	300 81424 - May Statement	PROF SER-LEGAL
101 ECKBERG, LAMMERS, BRIG	6/11/2007	\$845.00 E	41200	300 81424 - May Statement	PROF SER-LEGAL
101 ECKBERG, LAMMERS, BRIG	6/11/2007	\$207.50 E	41200	300 81424 - May Statement	PROF SER-LEGAL
101 S E H	6/26/2007	\$406.50 E	41200	301 S E H 162871 GENL INVOICE	PROF SER-ENGIN
101 ST CROIX VALLEY LAWN CA	6/27/2007	\$300.00 E	41200	306 Mow grass - bill to owners	PROF SER-OTHE
101 BAYPORT PRINTING HOUSE,	6/27/2007	\$579.36 E	41200	350 Newsletter - 1200 copies	PRINTING & PUBL
101 STILLWATER GAZETTE	6/27/2007	-\$217.25 E	41200	350 Unknown credit memo	PRINTING & PUBL
101 STILLWATER GAZETTE	6/11/2007	\$47.40 E	41200	350 Ordinance	PRINTING & PUBL
<b>DEPT 41200 MAYOR &amp; COUNCIL</b>		<b>\$4,942.12</b>			
<b>DEPT 41240 RECYCLING</b>					
101 MANAGEMENT SERVICES	6/14/2007	\$139.45 E	41240	302 Period Ending 06-09-07	CONTRACT SERV
101 PETERSON, HEIDI	6/11/2007	\$500.00 E	41240	370 Allied Waste/Bayport Scholarship	RECYCLING INCE
101 MORDICK, ROBERT	6/11/2007	\$30.00 E	41240	370 Recycling Award	RECYCLING INCE
<b>DEPT 41240 RECYCLING</b>		<b>\$669.45</b>			
<b>DEPT 41400 ADMINISTRATION</b>					
101	6/14/2007	\$2,130.17 E	41400	101 Labor Distribution	WAGES AND SAL
101	6/14/2007	\$133.14 E	41400	121 Labor Distribution	P E R A
101	6/14/2007	\$131.22 E	41400	122 Labor Distribution	CONT TO RET., S
101 BEST ACCESS SYSTEMS OF	6/22/2007	\$33.00 E	41400	131 June Flex	CONT TO EMPLO
101 BEST ADMINISTRATION	6/22/2007	\$33.00 E	41400	131 June 2007	CONT TO EMPLO
101 BEST ACCESS SYSTEMS OF	6/22/2007	-\$33.00 E	41400	131 Void check #27914	CONT TO EMPLO
101	6/14/2007	\$749.23 E	41400	131 Labor Distribution	CONT TO EMPLO
101	6/14/2007	\$30.69 E	41400	170 Labor Distribution	MEDICARE
101 INNOVATIVE OFFICE SOLUTI	6/11/2007	\$68.17 E	41400	201 General office supplies	OFFICE SUPPLIE
101 MANAGEMENT SERVICES	6/14/2007	\$1,301.53 E	41400	302 Period Ending 06-09-07	CONTRACT SERV
101 NEOPOST	6/26/2007	\$63.85 E	41400	322 Acct No 52223563-702020	POSTAGE
101 HUFTTEL, KAREN	6/26/2007	\$32.01 E	41400	400 Reimburse mileage expense	USE OF PERSON
101 TAYLOR, SARA	6/26/2007	\$114.46 E	41400	400 Reimburse mileage expense	USE OF PERSON
101 ADVANCED IMAGING SOLUT	6/11/2007	\$116.78 E	41400	416 DRUM	REPAIR/MAINT O
101 ADVANCED IMAGING SOLUT	6/11/2007	\$174.71 E	41400	416 05-01-07 to 06-01-07	REPAIR/MAINT O
101 US INTERNET	6/11/2007	\$46.00 E	41400	416 Securrence 06/19 - 07/18/2007	REPAIR/MAINT O
101 TR COMPUTER SALES LLC	6/11/2007	\$1,063.75 E	41400	416 IT SUPPORT	REPAIR/MAINT O
101 TR COMPUTER SALES LLC	6/26/2007	\$28.75 E	41400	416 E-mail for Mayor	REPAIR/MAINT O
101 TR COMPUTER SALES LLC	6/27/2007	\$110.50 E	41400	416 Cisco SmartNet Support	REPAIR/MAINT O
101 ADVANCED IMAGING SOLUT	6/26/2007	\$116.78 E	41400	416 RSX05 DRUM	REPAIR/MAINT O
<b>DEPT 41400 ADMINISTRATION</b>		<b>\$6,444.74</b>			
<b>DEPT 41910 PLANNING &amp; ZONING</b>					
101	6/14/2007	\$3,908.75 E	41910	101 Labor Distribution	WAGES AND SAL
101	6/14/2007	\$244.30 E	41910	121 Labor Distribution	P E R A
101	6/14/2007	\$241.89 E	41910	122 Labor Distribution	CONT TO RET., S
101	6/14/2007	\$1,369.61 E	41910	131 Labor Distribution	CONT TO EMPLO
101	6/14/2007	\$56.57 E	41910	170 Labor Distribution	MEDICARE
101 HOLIDAY FLEET	6/11/2007	\$158.46 E	41910	212 Acct Number 000-108-553	MOTOR FUELS &
101 MANAGEMENT SERVICES	6/14/2007	\$1,162.08 E	41910	302 Period Ending 06-09-07	CONTRACT SERV
101 WASHINGTON COUNTY SUR	6/26/2007	\$7.99 E	41910	306 St Croix Bluffs	PROF SER-OTHE

CITY OF BAYPORT

MONTHLY EXPENSES

Period Name: JUNE

FUND Search Name	Tran Date	Act Amount	Typ	DEPT	OBJ Comments	OBJ Descr
101 BAYPORT PRINTING HOUSE,	6/27/2007	\$289.68	E	41910	350 Newsletter - 1200 copies	PRINTING & PUBL
101 INTERNATIONAL CODE COU	6/22/2007	\$100.00	E	41910	433 2007 Dues	DUES & MEMBER
DEPT 41910 PLANNING & ZONING		\$7,539.33				
<b>DEPT 41940 MUNICIPAL BUILDINGS</b>						
101 OFFICE OF ENT TECHNOLO	6/26/2007	\$355.39	E	41940	321 Cust # 200B001079 Period Ending	COMMUNICATION
101 OFFICE OF ENT TECHNOLO	6/27/2007	\$65.39	E	41940	321 Cust # 100A08208	COMMUNICATION
101 COMCAST	6/26/2007	\$34.95	E	41940	321 Acct No 8772 10 563 0001036 07/	COMMUNICATION
101 XCEL	6/11/2007	\$367.54	E	41940	380 Acct No 51-4460740-3	ELECTRIC SERVI
101 XCEL	6/11/2007	\$95.89	E	41940	381 Acct No 51-4460740-3	FUEL FOR HEAT
101 ST CROIX VALLEY JOINT CA	6/11/2007	\$157.90	E	41940	420 Quickmount Gooseneck	R & M BLDGS, ST
101 MINNESOTA ELEVATOR	6/11/2007	\$132.44	E	41940	420 June Service	R & M BLDGS, ST
DEPT 41940 MUNICIPAL BUILDINGS		\$1,209.50				
<b>DEPT 42100 POLICE</b>						
101	6/14/2007	\$2,440.68	E	42100	050 Labor Distribution	SEASONAL/PART
101	6/14/2007	\$11,698.02	E	42100	101 Labor Distribution	WAGES AND SAL
101	6/14/2007	\$1,335.36	E	42100	102 Labor Distribution	OVERTIME
101	6/14/2007	\$1,794.68	E	42100	121 Labor Distribution	P E R A
101	6/14/2007	\$12.99	E	42100	122 Labor Distribution	CONT TO RET., S
101	6/14/2007	\$3,719.54	E	42100	131 Labor Distribution	CONT TO EMPLO
101	6/14/2007	\$184.95	E	42100	170 Labor Distribution	MEDICARE
101 UNIFORMS UNLIMITED	6/22/2007	\$52.50	E	42100	202 Belt	UNIFORMS - MISC
101 UNIFORMS UNLIMITED	6/22/2007	\$11.66	E	42100	202 Be A Cop Handbook	UNIFORMS - MISC
101 STREICHERS	6/22/2007	\$349.26	E	42100	209 Watch, Stinger, Pen, Battery	UNIFORMS - WILL
101 HOLIDAY FLEET	6/11/2007	-\$106.93	E	42100	212 Acct Number 000-108-553	MOTOR FUELS &
101 HOLIDAY FLEET	6/11/2007	\$17.03	E	42100	212 Acct Number 000-108-553	MOTOR FUELS &
101 HOLIDAY FLEET	6/11/2007	\$2,259.18	E	42100	212 Acct Number 000-108-553	MOTOR FUELS &
101 CDC DISTRIBUTING	6/22/2007	\$108.60	E	42100	217 Powder Free Exam Gloves	MATERIALS & PR
101 INTOXIMETERS	6/22/2007	\$42.60	E	42100	217 200 Mouthpieces	MATERIALS & PR
101 ECKBERG, LAMMERS, BRIG	6/22/2007	\$2,010.77	E	42100	300 Prosecutions for May 2007	PROF SER-LEGAL
101 S E H	6/26/2007	\$468.61	E	42100	306 S E H 162874 Comprehensive Pla	PROF SER-OTHE
101 NEXTEL COMMUNICATIONS	6/22/2007	\$547.55	E	42100	321 Acct 605393028 05/09-06/08/07	COMMUNICATION
101 SKYTEL	6/22/2007	\$81.54	E	42100	321 Acct No 2907695 04/26-05/23/07	COMMUNICATION
101 BUREAU OF CRIMINAL APPR	6/22/2007	\$225.00	E	42100	403 Intoxilyzer 5000 Operator Class	POLICE TRAININ
101 BUREAU OF CRIMINAL APPR	6/22/2007	\$120.00	E	42100	403 Police/Media Relations Class	POLICE TRAININ
101 BUREAU OF CRIMINAL APPR	6/22/2007	\$225.00	E	42100	403 Intoxilyzer 5000 Operator Class	POLICE TRAININ
101 JACKSON, JAY	6/26/2007	\$27.00	E	42100	403 Reimburse training expense	POLICE TRAININ
101 STREICHERS	6/22/2007	\$1,168.84	E	42100	403 Ammo, Bean Bag	POLICE TRAININ
101 UNIFORMS UNLIMITED	6/22/2007	\$467.43	E	42100	403 Cartridges - Air Taser	POLICE TRAININ
101 GREGOR, STEPHEN	6/26/2007	\$20.17	E	42100	403 Reimburse mileage expense	POLICE TRAININ
101 DISCOUNT TIRE CO	6/22/2007	\$619.18	E	42100	412 4 new tires for squad	REP & MAINT VE
101 NATIONAL IMPRINT CORPO	6/27/2007	\$58.72	E	42100	444 Safety Camp	COMMUNITY PRO
101 WYNIA, DAVID	6/26/2007	\$223.71	E	42100	444 Reimburse Safety Camp Expense	COMMUNITY PRO
101 EASTMAN, LAURA	6/26/2007	\$12.55	E	42100	444 Reimburse Safety Camp Expense	COMMUNITY PRO
101 UNIFORMS UNLIMITED	6/22/2007	\$427.81	E	42100	444 Traffic vests	COMMUNITY PRO
DEPT 42100 POLICE		\$30,624.00				
<b>DEPT 42200 FIRE PROTECTION</b>						
101	6/11/2007	\$733.33	E	42200	101 Labor Distribution	WAGES AND SAL
101	6/11/2007	\$29.97	E	42200	122 Labor Distribution	CONT TO RET., S
101	6/11/2007	\$7.01	E	42200	170 Labor Distribution	MEDICARE
101 HOLIDAY FLEET	6/11/2007	\$676.80	E	42200	212 Acct Number 000-108-553	MOTOR FUELS &
101 HOLIDAY FLEET	6/11/2007	-\$49.47	E	42200	212 Acct Number 000-108-553	MOTOR FUELS &
101 U S BANK VISA	6/1/2007	\$27.50	E	42200	321 Cell Phone Holders	COMMUNICATION
101 U S BANK VISA	6/1/2007	\$21.29	E	42200	412 2104 Maintenance	REP & MAINT VE
DEPT 42200 FIRE PROTECTION		\$1,446.43				
<b>DEPT 43100 STREET MAINT</b>						

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101	6/14/2007	\$828.00	E	43100	050 Labor Distribution	SEASONAL/PART
101	6/14/2007	\$1,603.20	E	43100	101 Labor Distribution	WAGES AND SAL
101	6/14/2007	\$100.21	E	43100	121 Labor Distribution	P E R A
101	6/14/2007	\$150.74	E	43100	122 Labor Distribution	CONT TO RET., S
101	6/14/2007	\$531.77	E	43100	131 Labor Distribution	CONT TO EMPLO
101	6/14/2007	\$35.26	E	43100	170 Labor Distribution	MEDICARE
101 HOLIDAY FLEET	6/11/2007	\$397.19	E	43100	212 Acct Number 000-108-553	MOTOR FUELS &
101 BRYAN ROCK PRODUCTS IN	6/27/2007	\$248.30	E	43100	220 Tkts 175704, 175700	OPERATING SUP
101 BRYAN ROCK PRODUCTS IN	6/27/2007	\$0.00	E	43100	220 Tkts 175284,175292,175297	OPERATING SUP
101 HIGHWAY TECHNOLOGIES	6/27/2007	\$293.68	E	43100	220 Safety Cones	OPERATING SUP
101 BRYAN ROCK PRODUCTS IN	6/11/2007	\$250.82	E	43100	220 1" with fines CL5 Limerock	OPERATING SUP
101 RUFFRIDGE JOHNSON	6/27/2007	\$5,905.00	E	43100	240 Parts	SMALL TOOLS-E
101 ZIEGLER INC.	6/27/2007	\$795.66	E	43100	412 Parts	REP & MAINT VE
101 ZIEGLER INC.	6/27/2007	\$173.46	E	43100	412 Coupling	REP & MAINT VE
101 ZIEGLER INC.	6/11/2007	\$1,373.85	E	43100	421 40' Boom Rental	REPAIR & MAINT
101 T. A. SCHIFSKY & SONS INC	6/27/2007	\$639.15	E	43100	421 Oil and asphalt	REPAIR & MAINT
101 T. A. SCHIFSKY & SONS INC	6/27/2007	\$91.78	E	43100	421 Oil and sand mix	REPAIR & MAINT
101 ALLIED BLACKTOP CO	6/27/2007	\$40,359.00	E	43100	422 2007 Seal Coating Program	SEALCOATING
101 BERGMAN COMPANIES, INC	6/27/2007	\$8,207.50	E	43100	422 Crack filling	SEALCOATING
101 ACTION RENTAL	6/27/2007	\$186.85	E	43100	431 Bobcat and Trailer Rental	RENTAL OF EQUI
DEPT 43100 STREET MAINT		\$62,171.42				
DEPT 43160 STREET LIGHTING						
101 XCEL	6/11/2007	\$1,872.51	E	43160	380 Acct No 51-4460740-3	ELECTRIC SERVI
DEPT 43160 STREET LIGHTING		\$1,872.51				
DEPT 43200 PARKS						
101	6/14/2007	\$515.76	E	43200	050 Labor Distribution	SEASONAL/PART
101	6/14/2007	\$900.00	E	43200	101 Labor Distribution	WAGES AND SAL
101	6/14/2007	\$56.25	E	43200	121 Labor Distribution	P E R A
101	6/14/2007	\$85.77	E	43200	122 Labor Distribution	CONT TO RET., S
101	6/14/2007	\$268.23	E	43200	131 Labor Distribution	CONT TO EMPLO
101	6/14/2007	\$20.06	E	43200	170 Labor Distribution	MEDICARE
101 HERITAGE EMBROIDERY &	6/27/2007	\$372.21	E	43200	202 Uniforms - summer help	UNIFORMS - MISC
101 THOMPSON, VERN	6/22/2007	\$105.49	E	43200	204 Reimburse for uniform purchase	UNIFORMS - VER
101 ARAMARK	6/27/2007	\$55.78	E	43200	204 Workshirts and embroidery	UNIFORMS - VER
101 HOLIDAY FLEET	6/11/2007	\$132.74	E	43200	212 Acct Number 000-108-553	MOTOR FUELS &
101 T. R. F. SUPPLY	6/27/2007	\$584.68	E	43200	220 Can liners - yellow	OPERATING SUP
101 FASTENAL	6/27/2007	\$36.72	E	43200	240 Parts	SMALL TOOLS-E
101 TRU GREEN CHEMLAWN	6/27/2007	\$3.29	E	43200	302 Lawn service	CONTRACT SERV
101 TRU GREEN CHEMLAWN	6/27/2007	\$10.97	E	43200	302 Lawn service	CONTRACT SERV
101 TRU GREEN CHEMLAWN	6/27/2007	\$41.68	E	43200	302 Lawn service	CONTRACT SERV
101 TRU GREEN CHEMLAWN	6/27/2007	\$34.01	E	43200	302 Lawn service	CONTRACT SERV
101 TRU GREEN CHEMLAWN	6/27/2007	\$15.36	E	43200	302 Lawn service	CONTRACT SERV
101 TRU GREEN CHEMLAWN	6/27/2007	\$73.50	E	43200	302 Lawn service	CONTRACT SERV
101 TRU GREEN CHEMLAWN	6/27/2007	\$38.39	E	43200	302 Lawn service	CONTRACT SERV
101 TRU GREEN CHEMLAWN	6/27/2007	\$7.68	E	43200	302 Lawn service	CONTRACT SERV
101 TRU GREEN CHEMLAWN	6/27/2007	\$1,469.91	E	43200	302 Lawn service	CONTRACT SERV
101 TRU GREEN CHEMLAWN	6/27/2007	\$404.77	E	43200	302 Lawn service	CONTRACT SERV
101 TRU GREEN CHEMLAWN	6/27/2007	\$1,028.94	E	43200	302 Lawn service	CONTRACT SERV
101 TRU GREEN CHEMLAWN	6/27/2007	\$46.07	E	43200	302 Lawn service	CONTRACT SERV
101 TRU GREEN CHEMLAWN	6/27/2007	\$59.24	E	43200	302 Lawn service	CONTRACT SERV
101 TRU GREEN CHEMLAWN	6/27/2007	\$8.78	E	43200	302 Lawn service	CONTRACT SERV
101 TRU GREEN CHEMLAWN	6/27/2007	\$30.71	E	43200	302 Lawn service	CONTRACT SERV
101 TRU GREEN CHEMLAWN	6/27/2007	\$24.13	E	43200	302 Lawn service	CONTRACT SERV
101 TRU GREEN CHEMLAWN	6/27/2007	\$146.99	E	43200	302 Lawn service	CONTRACT SERV
101 TRU GREEN CHEMLAWN	6/27/2007	\$146.99	E	43200	302 Lawn service	CONTRACT SERV
101 CARQUEST AUTO PARTS	6/27/2007	\$8.50	E	43200	412 9 invoices for Public Works	REP & MAINT VE
101 CARQUEST AUTO PARTS	6/27/2007	\$26.33	E	43200	412 9 invoices for Public Works	REP & MAINT VE
101 CARQUEST AUTO PARTS	6/27/2007	\$3.96	E	43200	412 9 invoices for Public Works	REP & MAINT VE

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101 MENARDS-STILLWATER	6/27/2007	-\$20.75	E	43200	412 Return wheelbarrow tire	REP & MAINT VE
101 CARQUEST AUTO PARTS	6/27/2007	\$20.70	E	43200	412 9 invoices for Public Works	REP & MAINT VE
101 CARQUEST AUTO PARTS	6/27/2007	\$48.53	E	43200	412 9 invoices for Public Works	REP & MAINT VE
101 CARQUEST AUTO PARTS	6/27/2007	\$3.96	E	43200	412 9 invoices for Public Works	REP & MAINT VE
101 CARQUEST AUTO PARTS	6/27/2007	\$9.87	E	43200	412 9 invoices for Public Works	REP & MAINT VE
101 FRED'S TIRE COMPANY	6/27/2007	\$20.28	E	43200	412 Tire repair	REP & MAINT VE
101 CARQUEST AUTO PARTS	6/27/2007	\$3.75	E	43200	412 9 invoices for Public Works	REP & MAINT VE
101 CARQUEST AUTO PARTS	6/27/2007	\$5.28	E	43200	412 9 invoices for Public Works	REP & MAINT VE
101 BRAKE & EQUIPMENT WARE	6/27/2007	-\$113.03	E	43200	412 Return master cylinder	REP & MAINT VE
101 BRAKE & EQUIPMENT WARE	6/27/2007	\$32.62	E	43200	412 Brake Parts - Tanker	REP & MAINT VE
101 BRAKE & EQUIPMENT WARE	6/27/2007	\$189.93	E	43200	412 Master Cylinder - Tanker	REP & MAINT VE
101 RELIANCE ELECTRIC MOTO	6/27/2007	\$71.40	E	43200	412 Rebuild starter - Tanker	REP & MAINT VE
101 MENARDS-STILLWATER	6/27/2007	\$42.02	E	43200	412 Wheelbarrow Tire	REP & MAINT VE
101 MENARDS-STILLWATER	6/27/2007	\$84.99	E	43200	420 Parts	R & M BLDGS, ST
101 MILLER EXCAVATING	6/27/2007	\$293.95	E	43200	420 Locate water line in park	R & M BLDGS, ST
101 VALLEY TROPHY INC	6/26/2007	\$74.89	E	43200	420 Engrave Three (3) Bench Plates	R & M BLDGS, ST
101 PINKY'S SEWER SERVICE, I	6/27/2007	\$240.00	E	43200	420 Pump beach house	R & M BLDGS, ST
101 TRI STATE BOBCAT INC	6/27/2007	\$507.13	E	43200	420 Bobcat loader & breaker	R & M BLDGS, ST
101 AIR FRESH PORTABLE TOIL	6/27/2007	\$821.91	E	43200	425 Monthly rental 06/19-07/19/07	SATILLITIES
DEPT 43200 PARKS		\$9,101.32				
DEPT 43300 CEMETERY						
101 HOLIDAY FLEET	6/11/2007	\$57.23	E	43300	212 Acct Number 000-108-553	MOTOR FUELS &
101 ECKBERG, LAMMERS, BRIG	6/11/2007	\$231.25	E	43300	300 81424 - May Statement	PROF SER-LEGAL
101 AIR FRESH PORTABLE TOIL	6/27/2007	\$150.00	E	43300	410 Weekend rental 05/28/07	REPAIR & MAINT
101 LAKE ELMO SOD FARM LLC	6/27/2007	\$51.12	E	43300	410 Sod	REPAIR & MAINT
101 CENTURY POWER EQUIPME	6/27/2007	\$50.85	E	43300	412 Chute	REP & MAINT VE
101 CENTURY POWER EQUIPME	6/27/2007	-\$50.85	E	43300	412 Chute	REP & MAINT VE
DEPT 43300 CEMETERY		\$489.60				
FUND 101 GENERAL		\$126,510.42				
FUND 103 G O TIF BD FUND 1990 CAP PROJ						
DEPT 00000 GENERAL GOVERNMENT						
103 ECKBERG, LAMMERS, BRIG	6/11/2007	\$813.08	E	00000	306 81424 - May Statement	PROF SER-OTHE
DEPT 00000 GENERAL GOVERNMENT		\$813.08				
FUND 103 G O TIF BD FUND 1990 CAP PROJ		\$813.08				
FUND 202 DRUG FORFEITURE						
DEPT 42102 EXPENDITURE OF FORFEITURE MONE						
202 TORREZ, RUSSELL JAMES	6/12/2007	\$2,500.00	E	42102	306 Court ordered settelment	PROF SER-OTHE
DEPT 42102 EXPENDITURE OF FORFEITURE		\$2,500.00				
FUND 202 DRUG FORFEITURE		\$2,500.00				
FUND 203 PUBLIC WORKS EQUIPMENT REPL						
DEPT 41900 CAPITAL IMPROVEMENTS						
203 BOYER TRUCKS	6/12/2007	\$66,578.41	E	41900	530 Serial #2FZAAWDC97AY56634	CAPITAL OUTLAY
DEPT 41900 CAPITAL IMPROVEMENTS		\$66,578.41				
FUND 203 PUBLIC WORKS EQUIPMENT REPL		\$66,578.41				
FUND 206 WATER/SEWER IMPROVEMENT FUND						
DEPT 41604 WELL NO 2 AIR STRIPPING SYSTEM						
206 S E H	6/26/2007	\$4,527.69	E	41604	301 S E H Well #2	PROF SER-ENGIN

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DEPT 41604 WELL NO 2 AIR STRIPPING SYST		\$4,527.69				
DEPT 41605 INFLOW/INFILTRATION						
206 S E H	6/26/2007	\$6,818.00	E	41605	301 S E H 162986 Inflow/Infiltration St	PROF SER-ENGIN
DEPT 41605 INFLOW/INFILTRATION		\$6,818.00				
FUND 206 WATER/SEWER IMPROVEMENT FUND		\$11,345.69				
FUND 207 PARK IMPROVEMENT FUND						
DEPT 44100 PROJECT						
207 R.W. KIRCHNER & ASSOCIA	6/27/2007	\$900.00	E	44100	306 Appraisal - Lakeside Beach House	PROF SER-OTHE
207 WILLOW RIVER CONSTRUCT	6/11/2007	\$1,150.00	E	44100	306 Sidewalk and Bench Pad	PROF SER-OTHE
207 STILLWATER GAZETTE	6/27/2007	\$113.90	E	44100	350 Ad for Bid - Playground Equipmen	PRINTING & PUBL
DEPT 44100 PROJECT		\$2,163.90				
FUND 207 PARK IMPROVEMENT FUND		\$2,163.90				
FUND 209 DEVELOPER REIMBURSED PROJECTS						
DEPT 41911 BAYTOWN DEVELOPMENTS						
209 ECKBERG, LAMMERS, BRIG	6/11/2007	\$125.00	E	41911	300 81424 - May Statement	PROF SER-LEGAL
DEPT 41911 BAYTOWN DEVELOPMENTS		\$125.00				
DEPT 41912 INSPIRATION						
209 S E H	6/26/2007	\$183.75	E	41912	301 S E H 162872 Inspiration	PROF SER-ENGIN
209 S E H	6/26/2007	\$181.41	E	41912	301 S E H 162871 Certificate of Surve	PROF SER-ENGIN
DEPT 41912 INSPIRATION		\$365.16				
FUND 209 DEVELOPER REIMBURSED PROJECTS		\$490.16				
FUND 211 LIBRARY						
DEPT 45500 LIBRARY						
211	6/14/2007	\$2,258.43	E	45500	050 Labor Distribution	SEASONAL/PART
211	6/14/2007	\$2,549.81	E	45500	101 Labor Distribution	WAGES AND SAL
211	6/14/2007	\$288.74	E	45500	121 Labor Distribution	P E R A
211	6/14/2007	\$291.92	E	45500	122 Labor Distribution	CONT TO RET., S
211	6/14/2007	\$554.32	E	45500	131 Labor Distribution	CONT TO EMPLO
211	6/14/2007	\$68.25	E	45500	170 Labor Distribution	MEDICARE
211 WASHINGTON COUNTY HIST	6/27/2007	\$30.00	E	45500	217 Books from WCHS	MATERIALS & PR
211 AMAZON CREDIT PLAN	6/27/2007	\$56.89	E	45500	217 Acct No 6035 3022 0006 9330	MATERIALS & PR
211 JOHNS HOPKINS	6/27/2007	\$179.95	E	45500	217 Acct No T725017	MATERIALS & PR
211 BAKER & TAYLOR	6/27/2007	\$137.92	E	45500	217 Acct No L3081802	MATERIALS & PR
211 BAKER & TAYLOR	6/27/2007	\$171.91	E	45500	217 Acct No 75002050	MATERIALS & PR
211 BAKER & TAYLOR	6/27/2007	\$315.39	E	45500	217 Acct No L3081982	MATERIALS & PR
211 BAKER & TAYLOR	6/27/2007	\$1,903.59	E	45500	217 Acct No L5249752	MATERIALS & PR
211 INNOVATIVE OFFICE SOLUTI	6/27/2007	\$175.12	E	45500	220 Cust No 4397454	OPERATING SUP
211 TRU-CLEAN MAINTENANCE	6/27/2007	\$1,800.00	E	45500	302 Cleaning Service - May - June	CONTRACT SERV
211 KINDER MELODIES	6/27/2007	\$300.00	E	45500	302 Story Time - May - June	CONTRACT SERV
211 INTEGRA TELECOM	6/27/2007	\$19.72	E	45500	321 Internet	COMMUNICATION
211 XCEL	6/11/2007	\$980.81	E	45500	380 Acct No 51-4651027-4	ELECTRIC SERVI
211 XCEL	6/11/2007	\$31.58	E	45500	381 Acct No 51-4651027-4	FUEL FOR HEAT
211 WASHINGTON COUNTY LIBR	6/27/2007	\$120.60	E	45500	391 BA Share of Deep Freeze	SHARED AUTOMA
211 WASHINGTON COUNTY LIBR	6/27/2007	\$439.36	E	45500	391 BA Share of Gale Liffinder	SHARED AUTOMA
211 TOSHIBA BUSINESS SOLUTI	6/27/2007	\$27.80	E	45500	416 Maintenance Contract	REPAIR/MAINT O
211 MINNESOTA ELEVATOR	6/27/2007	\$133.67	E	45500	420 June Service Billing	R & M BLDGS, ST
211 ECOWATER	6/27/2007	\$8.25	E	45500	420 Bottled water	R & M BLDGS, ST
211 THOENNES PLUMBING & HE	6/27/2007	\$249.25	E	45500	420 Landscape Project	R & M BLDGS, ST
211 ECOWATER	6/27/2007	\$8.25	E	45500	420 Bottled water	R & M BLDGS, ST

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211 ROSE FLORAL & GREENHOU	6/11/2007	\$354.45	E	45500	420 Landscape Project	R & M BLDGS, ST
211 ROSE FLORAL & GREENHOU	6/11/2007	\$221.53	E	45500	420 Landscape Project	R & M BLDGS, ST
211 THOENNES PLUMBING & HE	6/27/2007	\$102.00	E	45500	420 Repair bathroom toilets	R & M BLDGS, ST
211 BUBERL RECYCLING & COM	6/27/2007	\$150.00	E	45500	420 Landscape Project	R & M BLDGS, ST
211 ACTION RENTAL	6/27/2007	\$32.00	E	45500	420 Landscape Project	R & M BLDGS, ST
211 ARTISTIC FENCE	6/11/2007	\$7,381.00	E	45500	420 Landscape Project	R & M BLDGS, ST
211 VILLA LANDSCAPES	6/11/2007	\$4,393.27	E	45500	420 Landscape Project	R & M BLDGS, ST
211 ST CROIX GLASS CLEANING	6/27/2007	\$525.00	E	45500	420 Wash windows	R & M BLDGS, ST
211 WALL, COLLEEN	6/12/2007	\$132.50	E	45500	420 Reimburse plants for library	R & M BLDGS, ST
DEPT 45500 LIBRARY		\$26,393.28				
FUND 211 LIBRARY		\$26,393.28				
FUND 601 WATER						
DEPT 46110 WATER-PUMPHOUSE						
601 XCEL	6/11/2007	\$1,302.28	E	46110	380 Acct No 51-4460740-3	ELECTRIC SERVI
601 XCEL	6/11/2007	\$66.24	E	46110	381 Acct No 51-4460740-3	FUEL FOR HEAT
601 AUTOMATIC SYSTEMS CO	6/27/2007	\$400.00	E	46110	419 Troubleshoot Air Stripper	REPAIR & MAINT
DEPT 46110 WATER-PUMPHOUSE		\$1,768.52				
DEPT 46120 WATER						
601	6/14/2007	\$2,958.07	E	46120	101 Labor Distribution	WAGES AND SAL
601	6/14/2007	\$184.91	E	46120	121 Labor Distribution	P E R A
601	6/14/2007	\$176.09	E	46120	122 Labor Distribution	CONT TO RET., S
601	6/14/2007	\$1,035.67	E	46120	131 Labor Distribution	CONT TO EMPLO
601	6/14/2007	\$41.20	E	46120	170 Labor Distribution	MEDICARE
601 RED WING SHOE STORE	6/27/2007	\$202.30	E	46120	203 Shoes - Tim	UNIFORMS - TIM
601 HOLIDAY FLEET	6/11/2007	\$590.17	E	46120	212 Acct Number 000-108-553	MOTOR FUELS &
601 HAWKINS WATER	6/27/2007	\$25.99	E	46120	216 Instrument	CHEMICALS AND
601 HAWKINS WATER	6/27/2007	\$10.00	E	46120	216 Chlorine cylinder	CHEMICALS AND
601 CCP INDUSTRIES	6/27/2007	\$37.60	E	46120	220 Glasses	OPERATING SUP
601 T. R. F. SUPPLY	6/27/2007	\$181.58	E	46120	220 Big Orange Cleaner & Brushes	OPERATING SUP
601 BLUESTONE ENGINEERING	6/27/2007	\$90.00	E	46120	301 Consulting	PROF SER-ENGIN
601 BLUESTONE ENGINEERING	6/27/2007	\$817.09	E	46120	301 Water Emerg & Conservation Plan	PROF SER-ENGIN
601 MANAGEMENT SERVICES	6/14/2007	\$1,022.63	E	46120	302 Period Ending 06-09-07	CONTRACT SERV
601 ONE CALL CONCEPTS	6/27/2007	\$173.50	E	46120	307 Gopher State One Call - May	GOPHER STATE
601 BAYPORT PRINTING HOUSE,	6/27/2007	\$579.36	E	46120	350 Newsletter - 1200 copies	PRINTING & PUBL
601 XCEL	6/11/2007	\$284.34	E	46120	380 Acct No 51-4460740-3	ELECTRIC SERVI
601 XCEL	6/11/2007	\$39.56	E	46120	381 Acct No 51-4460740-3	FUEL FOR HEAT
601 STILLWATER MOTORS	6/27/2007	\$38.34	E	46120	412 Handle - Blue Chev	REP & MAINT VE
601 MINNESOTA PIPE & EQUIPM	6/27/2007	\$1,107.97	E	46120	419 Parts	REPAIR & MAINT
601 HD SUPPLY WATERWORKS	6/27/2007	\$322.71	E	46120	419 Parts	REPAIR & MAINT
601 HD SUPPLY WATERWORKS	6/27/2007	\$192.68	E	46120	419 Water meter	REPAIR & MAINT
601 WILLOW RIVER CONSTRUCT	6/11/2007	\$1,100.00	E	46120	421 Sidewalk and Bench Pad	REPAIR & MAINT
601 BUBERL BLACK DIRT	6/27/2007	\$164.01	E	46120	421 14 yds black dirt	REPAIR & MAINT
DEPT 46120 WATER		\$11,375.77				
FUND 601 WATER		\$13,144.29				
FUND 602 SEWER						
DEPT 46200 SEWER - OPERATING						
602	6/14/2007	\$3,858.02	E	46200	101 Labor Distribution	WAGES AND SAL
602	6/14/2007	\$241.07	E	46200	121 Labor Distribution	P E R A
602	6/14/2007	\$229.86	E	46200	122 Labor Distribution	CONT TO RET., S
602	6/14/2007	\$1,303.78	E	46200	131 Labor Distribution	CONT TO EMPLO
602	6/14/2007	\$53.73	E	46200	170 Labor Distribution	MEDICARE
602 HOLIDAY FLEET	6/11/2007	\$5.52	E	46200	212 Acct Number 000-108-553	MOTOR FUELS &
602 HOLIDAY FLEET	6/11/2007	\$248.75	E	46200	212 Acct Number 000-108-553	MOTOR FUELS &
602 MANAGEMENT SERVICES	6/14/2007	\$1,022.63	E	46200	302 Period Ending 06-09-07	CONTRACT SERV

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FUND Search Name	Tran Date	Amount	Act Typ	DEPT	OBJ Comments	OBJ Descr
602 XCEL	6/11/2007	\$84.82	E	46200	380 Acct No 51-4460740-3	ELECTRIC SERVI
DEPT 46200 SEWER - OPERATING		\$7,048.18				
DEPT 46990 SEWER - NON-OPERATING						
602 METROPOLITAN COUNCIL (S	6/11/2007	\$24,019.57	E	46990	434 JULY Monthly Charge	STATE FEES FOR
DEPT 46990 SEWER - NON-OPERATING		\$24,019.57				
FUND 602 SEWER		\$31,067.75				
FUND 803 P & Z ESCROWS						
DEPT 80003 BAYTOWN ANNEXATION						
803 S E H	6/26/2007	\$300.95	E	80003	815 S E H Baytown Annexation	ESCROW EXPEN
803 BAYTOWN TOWNSHIP	6/11/2007	\$218.75	E	80003	815 Magnuson - Orderly Annexation	ESCROW EXPEN
803 ECKBERG, LAMMERS, BRIG	6/11/2007	\$43.75	E	80003	815 81424 - May Statement	ESCROW EXPEN
DEPT 80003 BAYTOWN ANNEXATION		\$563.45				
FUND 803 P & Z ESCROWS		\$563.45				
		\$281,570.43				

## City of Bayport

294 North 3rd Street

Bayport, MN 55003

Phone: 651-275-4404

Fax: 651-275-4411

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### Building Permit Log

For: June, 2007

Printed:6/27/2007

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<b>Permit Number:</b> BP-11BAYTOWN	<b>Filing Date:</b> 6/26/2007
<b>Parcel Address:</b> 3898 PARADISE AVENUE	STILLWATER, MN 55082
<b>Applicant:</b> CLASSIC HOME DESIGN	<b>Applicant Phone:</b> 651-430-0909
CLASSIC HOME DESIGN RESIDENTIAL BUILDER	
<b>Construction Value:</b>	<b>Total Fees:</b> \$1,300.00

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<b>Permit Number:</b> BP2007-41	<b>Filing Date:</b> 6/1/2007
<b>Parcel Address:</b> 410 8TH St. N.	BAYPORT, MN 55003
<b>Applicant:</b> CRISTIAN & SARAH SILVA	<b>Applicant Phone:</b> 651-439-4240
OWNER OWNER	
<b>Construction Value:</b> \$700.00	<b>Total Fees:</b> \$31.85

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<b>Permit Number:</b> BP2007-42	<b>Filing Date:</b> 6/6/2007
<b>Parcel Address:</b> 569 9TH St. N.	BAYPORT, MN 55003
<b>Applicant:</b> CRAIG FRITSCHÉ	<b>Applicant Phone:</b> 651-491-5055
OWNER OWNER	
<b>Construction Value:</b> \$15,000.00	<b>Total Fees:</b> \$273.00

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<b>Permit Number:</b> EG2007-2	<b>Filing Date:</b> 6/4/2007
<b>Parcel Address:</b> 302 MINNESOTA St. S.	BAYPORT, MN 55003
<b>Applicant:</b> QUEST	<b>Applicant Phone:</b> 651-779-3106
XCEL ENERGY UTILITIES	
<b>Construction Value:</b>	<b>Total Fees:</b> \$250.00

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<b>Permit Number:</b> EG2007-3	<b>Filing Date:</b> 6/27/2007
<b>Parcel Address:</b> 101 2nd Avenue So. Bldg. 13S	Bayport, MN 55003
<b>Applicant:</b> XCEL ENERGY	<b>Applicant Phone:</b> 651-779-3106
XCEL ENERGY UTILITIES	
<b>Construction Value:</b>	<b>Total Fees:</b> \$250.00

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**Building Permit Log**

For: June, 2007

Printed:6/27/2007

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<b>Permit Number:</b> MC2007-25	<b>Filing Date:</b> 6/4/2007
<b>Parcel Address:</b> 356 MINNESOTA St. S.	BAYPORT, MN 55003
<b>Applicant:</b> CARL McMULLEN	<b>Applicant Phone:</b>
OWNER OWNER	
<b>Construction Value:</b> \$5,500.00	<b>Total Fees:</b> \$75.50
<hr/>	
<b>Permit Number:</b> MC2007-26	<b>Filing Date:</b> 6/4/2007
<b>Parcel Address:</b> 930 INSPIRATION PARKWAY S.	BAYPORT, MN 55003
<b>Applicant:</b> KLEVE HEATING & AIR	<b>Applicant Phone:</b> 952-941-4211
KLEVE HEATING & AIR CONDITIONING, INC.	
<b>Construction Value:</b> \$17,000.00	<b>Total Fees:</b> \$75.50
<hr/>	
<b>Permit Number:</b> MC2007-27	<b>Filing Date:</b> 6/12/2007
<b>Parcel Address:</b> 503 5TH St. N.	BAYPORT, MN 55003
<b>Applicant:</b> J. SCOTT PLUMBING, INC.	<b>Applicant Phone:</b> 651-433-5422
J. SCOTT PLUMBING, INC. Plumber-Gasfitting	
<b>Construction Value:</b> \$400.00	<b>Total Fees:</b> \$75.50
<hr/>	
<b>Permit Number:</b> MC2007-28	<b>Filing Date:</b> 6/13/2007
<b>Parcel Address:</b> 473 1ST Ave. N.	BAYPORT, MN 55003
<b>Applicant:</b> ANDERSON HEATING, INC.	<b>Applicant Phone:</b> 715-549-6297
ANDERSON HEATING, INC. MECHANICAL	
<b>Construction Value:</b> \$10,526.00	<b>Total Fees:</b> \$75.50
<hr/>	
<b>Permit Number:</b> MC2007-29	<b>Filing Date:</b> 6/18/2007
<b>Parcel Address:</b> 1137 PIONEER TRAIL	BAYPORT, MN 55003
<b>Applicant:</b> RAY N. WELTER HEATING	<b>Applicant Phone:</b> 612-825-6867
RAY N. WELTER HEATING COMPANY	
<b>Construction Value:</b> \$8,700.00	<b>Total Fees:</b> \$75.50
<hr/>	
<b>Permit Number:</b> MC2007-30	<b>Filing Date:</b> 6/20/2007
<b>Parcel Address:</b> 930 INSPIRATION PARKWAY S.	BAYPORT, MN 55003
<b>Applicant:</b> FREIERS ELECTRIC & HEATING,	<b>Applicant Phone:</b> 715-273-3658
FREIERS ELECTRIC & HEATING, INC.	
<b>Construction Value:</b> \$3,000.00	<b>Total Fees:</b> \$75.50

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**Building Permit Log**

For: June, 2007

Printed:6/27/2007

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<b>Permit Number:</b> PL2007-13	<b>Filing Date:</b> 6/4/2007
<b>Parcel Address:</b> 1137 PIONEER TRAIL	BAYPORT, MN 55003
<b>Applicant:</b> PLYMOUTH PLUMBING & PLYMOUTH PLUMBING & HEATING, INC.	<b>Applicant Phone:</b> 763-496-6100
<b>Construction Value:</b> \$12,425.00	<b>Total Fees:</b> \$75.50

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<b>Permit Number:</b> PL2007-14	<b>Filing Date:</b> 6/21/2007
<b>Parcel Address:</b> 473 1ST Ave. N.	BAYPORT, MN 55003
<b>Applicant:</b> MARK OSTERTAG OWNER OWNER	<b>Applicant Phone:</b> 651-329-3098
<b>Construction Value:</b> \$5,000.00	<b>Total Fees:</b> \$75.50

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<b>Permit Number:</b> PL2007-15	<b>Filing Date:</b> 6/25/2007
<b>Parcel Address:</b> 930 INSPIRATION PARKWAY S.	BAYPORT, MN 55003
<b>Applicant:</b> MARTIN PLUMBING, INC. MARTIN PLUMBING, INC. Plumber	<b>Applicant Phone:</b> 651-770-0100
<b>Construction Value:</b> \$14,000.00	<b>Total Fees:</b> \$75.50

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

**City of Bayport**  
**SPECIAL EVENT APPLICATION**

**Licensing Requirements**

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

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

**Property Information**

Address: Lakeside Park  
 City: Bayport State: Minnesota Zip Code: 55003 Shelters 3&4  
 Owner Name: City of Bayport  
 Home Phone Number: \_\_\_\_\_ Work/Cell Phone Number: \_\_\_\_\_  
 Owner Address: \_\_\_\_\_  
 City/State/Zip: Bayport, Mn 55003

**Applicant Information**

Applicant Name: AFSCME Local 600 / Stillwater Prison  
 Home Phone Number: \_\_\_\_\_ Work/Cell Phone Number: \_\_\_\_\_  
secretary - Kristen H. Aand 651-779-2700 \* 2650  
 Address: \_\_\_\_\_  
 City/State/Zip: 970 Picket, Bayport, Mn 55003

**Description of Request**

We are having our annual solidarity picnic on July 28, 2007. We would like to put up an inflatable jumping pit for the children that attend.

**Event Information**

Start Date: 7-28-07 End Date: 7-28-07  
 Days of Operation (check all that apply)  
 Sunday  Monday  Tuesday  Wednesday  Thursday  Friday  Saturday  
 Hours of Operation:  
 Weekdays: \_\_\_\_\_  
 Weekends: 9 am - 3 pm

**Requested City Assistance and/or Services**

Placement of inflatable bouncing pit.

**Application Process and Fees**

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

**Attachments to be submitted with application**

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

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

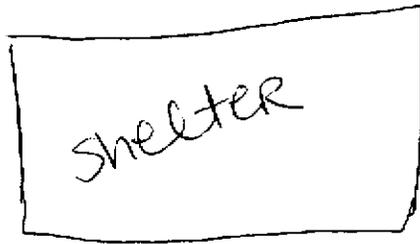
The undersigned hereby apply for the request as stated in this application form and in understanding the conditions of this application as described above, declare that the information and materials submitted in support of this application are complete to the best of their knowledge.

Applicant: *[Signature]* Date: 5-17-07  
*AFSCME Local 600*  
*Secretary*

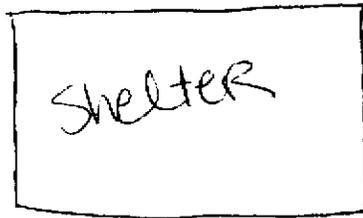
Property Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Office Use - Dept Review	Inspection	Date	Approved/Denied	Inspector
Administration	<input type="checkbox"/> Site Inspection			
Office Use - Fees	Amount Received	Date Received	Method of Payment	Staff Initials
Processing Fee	\$50.00	6-19-07	ck# 5495	RJH
Escrow or cost incurred				

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

**City of Bayport**  
**SPECIAL EVENT APPLICATION**

**Licensing Requirements**

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

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

<b>Property Information</b>	
Address:	
City: Bayport	State: Minnesota Zip Code: 55003
<b>Owner Name:</b>	
Home Phone Number:	Work/Cell Phone Number:
Owner Address:	
City/State/Zip:	

<b>Applicant Information</b>	
Applicant Name: Andersen Corporation-Lori Kramer	
Home Phone Number:	Work/Cell Phone Number: 651.264.2783
Address: 100 Fourth Avenue North	
City/State/Zip: Bayport MN 55003	

<b>Description of Request</b>	Andersen Corporation Annual Quarter Century Picnic

<b>Event Information</b>	Start Date: 8/10/07	End Date: 8/11/07
Days of Operation (check all that apply)		
<input type="checkbox"/> Sunday <input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input checked="" type="checkbox"/> Friday <input checked="" type="checkbox"/> Saturday		
Hours of Operation:		
Weekdays: Set up begins Friday 8/10/07 in a.m.		
Weekends: Event ends on Saturday 8/11/07 at 5:00 p.m. Tear down begins at 5:30 p.m.		

**Requested City Assistance and/or Services**

Request police officer at Lakeside Park beginning Friday August 10, 2007 at approximately 7:00 p.m. until August 11, 2007 7:00 a.m. for security purposes. This year we would like to post "No Parking" signs on both sides of the road that exits the parking area on the west side of the park. We would also like the lot at the city works building blocked so guests do not park there during the event. Additional parking for guests will be in the south lot at Andersen's.

**Application Process and Fees**

The processing fee for the application is \$50.00 and must be submitted with the application form to City Hall. Any additional fees and expenses associated with this request are the responsibility of the applicant/property owner, and will be billed to the applicant/property owner by the city.

**Attachments to be submitted with application**

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

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

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

Applicant: *Bori Kramer* Date: 5/31/07  
 Property Owner: ANDERSEN CORPORATION Date: 5/31/07

Office Use - Dept. Review	Inspection	Date	Approved/Denied	Inspector
Administration	<input type="checkbox"/> Site Inspection			
Office Use - Fees	Amount Received	Date Received	Method of Payment	Staff Initials
Processing Fee	\$50.00	6-12-07	CH#200750	Kjh
Escrow or cost incurred				

State of Minnesota



County of Hennepin

Human Services and Public Health Department  
1011 First Street South Suite 215  
Hopkins, MN 55343  
phone: 612-543-5200 fax: 952-351-5222

Regulated Facility:

CHATEAU MEDICINE LAKE  
10715 S SHORE DR  
MEDICINE LAKE, MN 55441

Facility Id: FA0001913  
Issued: 2/16/2007

Owner Name:

MINTAHOE, INC

Permit # 2008 - PT0003966  
Program # PR0002727

PE F008 Food High Small Facility Primary  
FFR: Full Menu(S)

Location FFR

Permits to operate and annual fee permits are NOT TRANSFERABLE.  
Those references above are valid ONLY for this owner: MINTAHOE, INC  
Permits become VOID on change of ownership. New owners must apply for new Permit(s) prior to beginning operation.

VALID FROM 02/01/2007 TO 02/01/2008

THIS FORM MUST BE DISPLAYED CONSPICUOUSLY ON THE PREMISES.

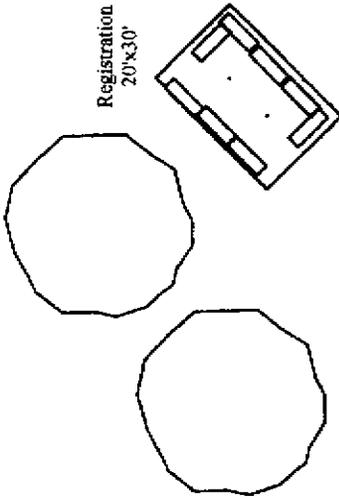
APPROVED BY:

**Andersen Corporation  
Quarter Century**

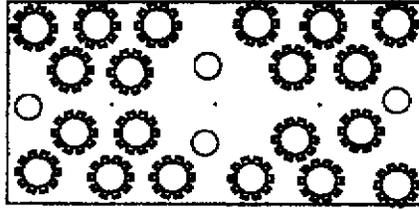
Portable Restrooms



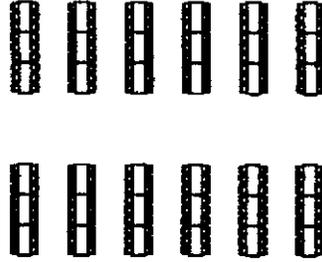
Registration  
20'x30'



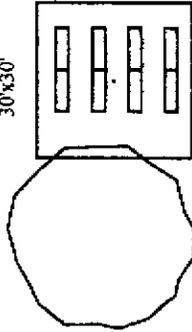
Main Tent  
40'x80' Evolution



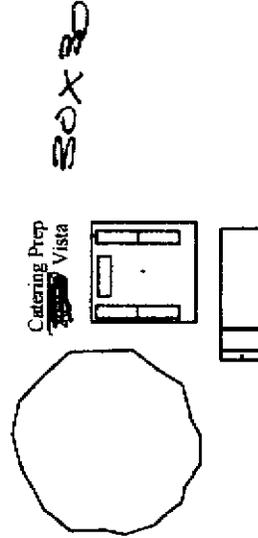
[30] Picnic Tables



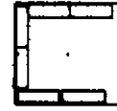
Buffet Tent  
30'x30'



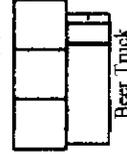
Catering Prep  
Vista



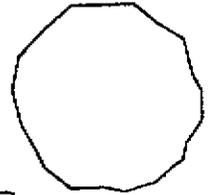
Beer Tent  
20'x20' Vista



Beer Prep  
10'x10' x [3]



Beer Truck



**RESOLUTION NO. 07-**

**EXTRACT OF THE CITY COUNCIL MEETING MINUTES OF THE CITY OF BAYPORT,  
WASHINGTON COUNTY, MINNESOTA HELD JULY 2, 2007**

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 2nd day of July, 2007.

Members Present:

Members Absent:

Councilmember \_\_\_\_\_ introduced the following resolution and moved its adoption:

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

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

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

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

Zachary L. Lund

meets all of the following Police and Fire membership requirements:

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

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

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

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

Jon Nowaczek –  
Dan Johnson –  
Torry Kraftson -

Connie Carlson –  
Sharon Ridgway –

WHEREUPON, said resolution was declared duly passed and signed by the Mayor and attested by the City Administrator. Passed by the City Council, City of Bayport, Washington County, Minnesota this 2<sup>nd</sup> day of July 2007.

ATTEST:

\_\_\_\_\_  
Mike McGuire, City Administrator

\_\_\_\_\_  
Jon Nowaczek, Mayor



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

---

Date: June 22, 2007  
To: Mayor and City Council  
From: Mike McGuire, City Administrator  
Subject: Submittal of a grant application to Metropolitan Council for funds to assist with updating the city's comprehensive plan

### ***BACKGROUND***

In May of this year, the Metropolitan Council adopted need-based criteria for awarding funding assistance to eligible communities to assist with updating their comprehensive plan, as required by the Metropolitan Land Planning Act. The city has received notification that Bayport meets the eligibility criteria for a grant up to \$20,000.00. As such, staff would like to submit a grant application for consideration.

City staff is currently working with Short Elliot Hendrickson (SEH) to complete the necessary updates to the comprehensive plan and this grant could potentially cover all costs incurred by SEH. In order to proceed with the grant application, the Metropolitan Council requires authorization from the City Council. The grant application and supplemental information must be submitted to the Metropolitan Council by August 3, 2007 to be considered.

### ***RECOMMENDATION***

Staff recommends the City Council adopt a motion authorizing city staff to work with SEH to proceed with the grant request and once approved, execution of a grant agreement to receive the funds to assist with updating the city's comprehensive plan.

**RESOLUTION NO. \_\_\_\_\_**

**EXTRACT OF THE MINUTES OF THE CITY COUNCIL MEETING  
CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA**

Pursuant to due call and notice therefore, the regular meeting of the City Council of the City of Bayport, Minnesota was duly held at the Bayport City Hall in said municipality on the 2<sup>nd</sup> day of July, 2007.

The following members were present:

The following members were absent:

Councilmember \_\_\_\_\_ introduced the following resolution and moved its adoption:

**RESOLUTION IDENTIFYING THE NEED FOR  
FUNDING TO COMPLETE ITS 2008 COMPREHENSIVE PLAN UPDATE AND AUTHORIZING AN  
APPLICATION FOR GRANT FUNDS**

**WHEREAS**, the City of Bayport must review and update its comprehensive plan as required by the “decennial” review provision of Minnesota Statutes section 473.864, subdivision 2; and

**WHEREAS**, in May, 2007 the Metropolitan Council adopted need-based eligibility criteria for awarding available local planning program assistance and established maximum grant amounts for eligible grantees to help grantees review and update their comprehensive plans as required by the “decennial” review provisions of Minnesota Statutes section 473.864, subdivision 2; and

**WHEREAS**, the grantee is an eligible city, county, or town in the metropolitan area as defined in Minnesota Statutes section 473.121, or is an eligible metropolitan area city, county, or town acting in partnership with cities or towns and is authorized to submit a joint application and execute this Agreement on behalf of the partnership or consortium.

**NOW THEREFORE BE IT RESOLVED**, that, after appropriate examination and due consideration, the governing body of the city authorizes its City Administrator to (1) submit on behalf of the city, an application to the Metropolitan Council for Local Planning Assistance grant funds for the “decennial” review and update of the city’s local comprehensive plan required under Minnesota Statutes section 473.864; and (2) execute such agreements as may be necessary to implement the project on behalf of the city.

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

Jon Nowaczek –  
Dan Johnson –  
Sharon Ridgway –

Connie Carlson –  
Torry Kraftson –

**WHEREUPON**, the said resolution was declared duly passed, signed by the Mayor, and attested by the City Administrator. Passed by the City Council, City of Bayport, Washington County, Minnesota this 2<sup>nd</sup> day of July, 2007.

ATTEST:

\_\_\_\_\_  
Mike McGuire, City Administrator

\_\_\_\_\_  
Jonathan Nowaczek, Mayor



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

---

Date: June 22, 2007  
To: Mayor and City Council  
From: Mike McGuire, City Administrator  
Subject: Appointment of a citizen representative for the Advisory Committee to the Middle St. Croix Watershed Management Organization

### ***BACKGROUND***

Last month, it was announced that a designated citizen was needed to serve on the Advisory Committee to the Middle St. Croix Watershed Management Organization. Joel Peterson, 432 4<sup>th</sup> Street North, has volunteered to serve as Bayport's citizen representative, as he has an interest in the organization and has already been attending these meetings on his own time.

### ***RECOMMENDATION***

Staff recommends the City Council adopt a motion appointing Joel Peterson as Bayport's citizen representative for the Advisory Committee to the Middle St. Croix Watershed Management Organization.



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

Date: June 27, 2007  
To: Mayor and City Council  
From: Mike McGuire, City Administrator  
Subject: **Lakeside Park Play Equipment and Installation Project**

**BACKGROUND**

On Wednesday, June 27, 2007, at 2:00 p.m., four bids were received for the referenced project. The bid results are summarized below:

<b>Contractor</b>	<b>Base Bid</b>	<b>Alternate #1 Wood Fiber Surfacing</b>	<b>Alternate #2 Nonwoven Geotextile Fabric</b>	<b>Alternate #3 Dyna-Cushion Rubber Safety Mats</b>	<b>Alternate #4 Rock Climber</b>	<b>Total Bid</b>
Flanagan Sales, Inc., St. Paul, MN	\$31,622.00	\$14,409.00	\$1,592.00	\$3,588.00	\$7,752.00	\$58,963.00
Minnesota/Wisconsin Playground, Golden Valley, WI	\$29,940.28	\$14,114.45	\$3,565.82	\$2,340.40	\$8,548.50	\$58,509.45*
St. Croix Recreation Company, Inc., Stillwater, MN	\$44,869.00	\$12,875.00	\$3,035.00	\$3,625.00	\$7,775.00	\$72,179.00
Webber Recreational Design, Inc., Hastings, MN	\$40,023.81	\$14,849.30	\$2,587.50	\$5,388.64	\$7,075.28	\$69,924.53

\* Total = \$59,679.64, including additional 2% for performance bond

**RECOMMENDATION**

Pending reference checks, staff recommends adopting a motion awarding the Lakeside Park Play Equipment and Installation project to the low bidder, Flanagan Sales, Inc., St. Paul, Minnesota, in the amount of \$58,963.00, which includes all proposed alternate options. The architect's estimate was \$65,000.00.



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

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DATE: June 26, 2007  
TO: Mayor and City Council  
Mike McGuire, City Administrator  
FROM: Interim Chief Eastman  
RE: Appointment of full-time officer

***BACKGROUND:***

As most of you know, Officer David Wynia began his employment with the Bayport Police Department in February 2005. Most recently, he was selected to fill a 67-day temporary full time officer position which began on April 3, 2007. Since his initial date of hire, Officer Wynia has demonstrated that he is a valuable asset to the City of Bayport.

Officer Wynia has an excellent work ethic. This has been demonstrated repeatedly by Off. Wynia as he has taken on additional responsibilities such as supervising the Reserve Officers, organizing Safety Camp, and as acting as a Field Training Officer. In addition, Officer Wynia has demonstrated that he is dependable, that he works well with the community, and has the respect of his peers and supervisors. Officer Wynia exemplifies what the Bayport Police Department is looking for in its' officers. Specifically, Officer Wynia embraces the opportunity to work for this particular department whose mission is to expand and strengthen its' ties to the community.

***RECOMMENDATION:***

After careful consideration, I recommend that Officer Wynia be appointed as a permanent full-time peace officer for the Bayport Police Department. I also recommend that Officer Wynia's anniversary date reflect his temporary full time start date of April 3, 2007. Pending City Council and Administrator approval, Officer Wynia's appointment would be effective July 2, 2007 with starting salary and benefits pursuant to the agreement between the City of Bayport and LELS.



## MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Barry Peters, City Engineer

DATE: June 25, 2007

RE: 2007 Sidewalk Improvements  
SEH No. A-BAYPO0002.00 14.00

The City has annually initiated a sidewalk improvement project to replace areas of public sidewalks in need of repairs to address public safety concerns. Since a portion of the project costs is recovered from special assessments against benefited properties, the City is required to follow Minnesota Statutes 429. Under these statutes, the City is required to prepare a feasibility report to address the feasibility of the improvements, the estimated costs, and the cost recovery. Since the project was initiated by the City and not petitioned for by all abutting property owners, a public hearing and an assessment hearing will also be required.

To keep costs down, in past years, Public Works has determined the locations for the sidewalk replacements, contacted and received quotes on the costs for the work (if estimated project costs are under \$50,000, the City can receive quotes and does not need to advertise for bids), prepared an assessment roll of the properties to be assessed and then gave the information to me. I then use this information to prepare a letter report and exhibits. If the same process is used, and the City provides the same information, I would estimate the cost to prepare a feasibility report for the 2007 Sidewalk Improvements to be \$600.

Therefore, at the July 2, 2007 Council Meeting, Public Works and I are requesting that the City authorize preparation of the feasibility report and set the Public Improvement Hearing for the August 6, 2007 meeting. If, based on comments heard at the Public Improvement Hearing, the Council decides to proceed with the sidewalk improvement project, at the August meeting we would recommend that the project be authorized, quotes be received, and that the Council set the September meet date for the assessment hearing. Construction would be completed in September and October of this year.

I will be available at the Council Meeting to answer questions you may have.

bcp

c: Mike McGuire, City Administrator  
Sara Taylor, Assistant Administrator  
Mel Horak, Public Works Director

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

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Date: June 26, 2007  
To: Mayor and City Council  
From: Mike McGuire, City Administrator  
Subject: Update on bathhouse improvements at Lakeside Park

### ***BACKGROUND***

Today, city staff had its final preconstruction meeting with the architect and the building contractor to discuss miscellaneous issues, prior to the start of construction. Discussion focused on what improvements would be considered normal maintenance versus alterations/aesthetic improvements to the structure, as well as consideration of some possible upgrades to the interior of the structure.

As you may know, the DNR has recently determined that since the existing structure is below the minimum floor elevation for structures in the floodplain, it is considered non-conforming. Therefore, the cost of improvements to the structure beyond normal maintenance cannot exceed 50% of the market value, without having to bring the structure into compliance with current ordinances and regulations. Based on a recent appraisal of the structure, I am pleased to say that the cost of improvements will not exceed 50% of the appraised market value, and therefore meets the requirements of the DNR. As a result, construction on the project is anticipated to begin as early as next week.

Discussion also focused on the consideration of some possible upgrades to the interior floor and wall finishes. The bid specifications only included repair of the existing concrete block wall and replacement of the concrete slab floor. Because the bid for the bathhouse came in under budget, staff recommends the City Council consider upgrading the interior wall and floor finishes, to compliment the other improvements to the structure. Staff is proposing a metal lath with a plaster finish for the interior walls, and adding a color pigment to the concrete slab floor. The contractor was unable to provide an exact cost of the upgrades prior to the meeting; however, the wall finish is estimated at \$2,200.00 and the floor finish is estimated at \$5,800.00. A change order with an exact cost of these improvements will be available at the July 2, 2007 meeting.

### ***RECOMMENDATION***

Staff recommends the City Council adopt a motion approving a change order to include the interior upgrades referenced above as part of the bathhouse improvement project, at a cost to be determined at the July 2, 2007 City Council meeting.