

**CITY OF BAYPORT  
CITY COUNCIL MEETING  
Council Chambers, 294 North 3<sup>rd</sup> Street  
November 10, 2014**

**REGULAR MEETING**

**6:00 P.M.**

**CALL TO ORDER**

**ROLL CALL (St. Ores, Carlson, Goldston, Hanson, McGann)**

**APPROVAL OF AGENDA**

**PROCLAMATIONS, COMMENDATIONS, PETITIONS, ANNOUNCEMENTS**

1. October recycling award recipient is John Winderman who will receive \$30.00 for his recycling efforts, with funding made possible by a grant from Washington County
2. Recognition of *Focus on Bayport* Photo Contest Winners
3. Recognition of Dan and Kit Ridgeway and Dan and Ginny Peulen for assisting the city with maintenance of gardens and landscaping on public property
4. Recognition of Minnesota Conservation Corps for maintaining rain gardens near City Hall, with funding made possible by a Clean Water Fund grant through the Washington Conservation District
5. Recognition of the Bayport Community Action League and organizer Scott Edlin for Farmer's Market

**OPEN FORUM**

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

1.

**CONSENT AGENDA**

**TAB #**

Consider a resolution adopting items 1 through 11

- |   |    |
|---|----|
| 1. October 6, 2014 City Council regular meeting minutes   | 1  |
| 2. October 22, 2014 City Council workshop minutes   | 2  |
| 3. October payables and receipts (check numbers 1137675-1137700 and 5001-5084)  | 3  |
| 4. October building, plumbing and mechanical permits report   | 4  |
| 5. Snow removal agreement with MnDOT for Trunk Highway 95   | 5  |
| 6. Pay application #2 from Siegfried Construction for Phase II Perro Park site improvements   | 6  |
| 7. Special event application from Bayport Cub Scout Pack 113 for wreath sale on the Village Green on Saturday, November 22, 2014, 8:00 a.m. – 1:00 p.m.                                     | 7  |
| 8. Special event application from Greater Stillwater Chamber of Commerce for 2015 Rockin' Ribs on the River, June 19 and 20, 2015 at Lakeside Park  | 8  |
| 9. Canvassing the tabulation of votes and declaring the results from the 2014 General Election<br><i>(Based on the official returns generated by Washington County on November 7, 2014)</i> | 9  |
| 10. Replacement of shingles on warming house roof at Perro Park   | 10 |
| 11. Certification of a new legal description and parcel boundary for 193 3 <sup>rd</sup> Street North   | 11 |

**TAB #**

**PUBLIC HEARINGS**

**PRESENTATION OF PRELIMINARY ARCHITECTURE AND BUDGET FOR THE PROPOSED NEW FIRE HALL** 12

**UNFINISHED BUSINESS**

1. Update on 5<sup>th</sup> Street North groundwater monitoring and results 13

**CITY COUNCIL LIAISON REPORTS**

**STAFF/CITY ADMINISTRATOR REPORTS** 14

**NEW BUSINESS**

1. Consider a request for a minor subdivision to create two separate parcels at 220 1<sup>st</sup> Avenue South, together with a variance from the side yard setback requirement for the existing single-family house on the property 15

2. Consider issuance of new on-sale and Sunday liquor licenses for the tavern/restaurant establishment to be located at 193 3<sup>rd</sup> Street North 16

**CITY COUNCIL ITEMS AND ANNOUNCEMENTS**

- 1.
- 2.

**ADJOURNMENT**

**RESOLUTION NO. 14-**

**EXTRACT OF THE CITY COUNCIL MEETING MINUTES OF THE CITY OF BAYPORT,  
WASHINGTON COUNTY, MINNESOTA HELD NOVEMBER 10, 2014**

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 10<sup>th</sup> day of November 2014 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 1-11 FROM THE  
NOVEMBER 10, 2014 CITY COUNCIL AGENDA**

1. October 6, 2014 City Council regular meeting minutes
2. October 22, 2014 City Council workshop minutes
3. October payables and receipts (check numbers 1137675-1137700 and 5001-5084)
4. October building, plumbing and mechanical permits report
5. Snow removal agreement with MnDOT for Trunk Highway 95
6. Pay application #2 from Siegfried Construction for Phase II Perro Park site improvements
7. Special event application from Bayport Cub Scout Pack 113 for wreath sale on the Village Green on Saturday, November 22, 2014, 8:00 a.m. – 1:00 p.m.
8. Special event application from Greater Stillwater Chamber of Commerce for 2015 Rockin' Ribs on the River, June 19 and 20, 2015 at Lakeside Park
9. Canvassing the tabulation of votes and declaring the results from the 2014 General Election
10. Replacement of shingles on warming house roof at Perro Park
11. Certification of a new legal description and parcel boundary for 193 3<sup>rd</sup> Street North

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:

Susan St. Ores –  
Connie Carlson –  
Michele Hanson –

Dan Goldston –  
Patrick McGann –

**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 10<sup>th</sup> day of November 2014.

ATTEST:

\_\_\_\_\_  
Logan Martin, City Administrator

\_\_\_\_\_  
Susan St. Ores, Mayor

**CITY OF BAYPORT  
CITY COUNCIL MEETING MINUTES  
COUNCIL CHAMBERS  
OCTOBER 6, 2014  
6:00 P.M.**

**CALL TO ORDER**

Pursuant to due call and notice, Mayor St. Ores called the regular City Council meeting of October 6, 2014 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 Susan St. Ores, Councilmembers Dan Goldston, Michele Hanson and Patrick McGann

Members Absent: Councilmember Connie Carlson

Staff Present: City Administrator Logan Martin, Police Chief Laura Eastman, Public Works Supervisor Mel Horak, City Engineer John Parotti, City Attorney Andy Pratt, and Assistant City Administrator/Planner Sara Taylor

**APPROVAL OF AGENDA**

It was moved by Councilmember Hanson and seconded by Councilmember Goldston to approve the October 6, 2014 City Council agenda. Motion carried 4-0.

**PROCLAMATIONS/COMMENDATIONS/PETITIONS/ANNOUNCEMENTS**

1. The October recycling award recipient is Karen Lampi who will receive \$30.00 for her recycling efforts, with funding made possible by a grant from Washington County.
2. Mayor St. Ores announced that the Public Works Department will be flushing fire hydrants beginning October 7 for approximately 2 weeks. If residents notice discolored water, they should let the water run until it clears up.

**OPEN FORUM**

**CONSENT AGENDA**

Mayor St. Ores read items 1-9 on the consent agenda.

Councilmember Goldston introduced the following resolution and moved its adoption:

**Resolution 14-19**

**RESOLUTION APPROVING CONSENT AGENDA ITEMS 1-9 FROM THE  
OCTOBER 6, 2014 CITY COUNCIL AGENDA**

1. September 8, 2014 City Council special closed meeting minutes
2. September 8, 2014 City Council regular meeting minutes
3. September payables and receipts (check numbers 1137558-1137674)
4. September building, plumbing and mechanical permits report
5. Pay application #1 from Siegfried Construction for Phase II Perro Park site improvements
6. Hiring of Paul Eaton as a paid on-call, volunteer firefighter for the Bayport Fire Department
7. Acceptance of a surplus parcel of real property from the Minnesota Department of Administration and certification of the legal description and parcel boundary (*Resolution 14-19A*)

8. Special event application from Andersen Corporation for Quarter Century Club picnic at Lakeside Park on August 7 and 8, 2015
9. Special event application from Andersen Elementary Parent Group for school walkathon at Barker's Alps Park on October 24, 2014

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

Susan St. Ores – aye	Michele Hanson – aye
Dan Goldston – aye	Patrick McGann – aye

## **PUBLIC HEARINGS**

### **COUNCIL LIAISON REPORTS**

Councilmember Hanson reviewed the September 17, 2014 Andersen Corporation Community Advisory Commission meeting. A Bayport resident is needed to serve on the commission and interested residents should contact City Hall for more information. The commission meets twice a year and the next meeting will be scheduled in May 2015.

Councilmember Hanson reviewed the September 18, 2014 Cable Commission meeting, noting that negotiations continue with Comcast to renew a franchise agreement. The next meeting will be held November 20, 2014, 7:00 p.m., at the Valley Ridge Mall.

Mayor St. Ores said the Middle St. Croix Management Organization would be meeting in November. She recognized the efforts of Bayport Community Action League members, city staff, and volunteers who helped with another successful Derby Days event on September 20. She thanked Bethlehem Lutheran Church members for a recent service project that enhanced the landscaping at the Village Green and Lakeside Park.

### **STAFF/CITY ADMINISTRATOR REPORTS**

Administrator Martin reviewed the Fire Department's monthly report. October is Fire Safety Month and the department will be hosting its annual Public Safety Open House at the fire hall on October 31 from 5:00-8:00 p.m.

Police Chief Eastman reviewed her report and noted the Police Department will be participating in the Public Safety Open House on Halloween Eve. Reserve Officers will also be handing out glow necklaces as they provide extra walking patrols to ensure the safety of trick-or-treaters.

Public Works Supervisor Horak reviewed his written report and recognized the efforts of the service group from Bethlehem Lutheran Church. He noted that relocation of the Perro Park playground equipment is a priority as the park improvement project wraps up. Mayor St. Ores questioned whether Perro Park grass seeding efforts would be affected by the pleasure skating rink. Supervisor Horak said staff is in the process of determining the best time to seed the area and may wait until spring.

Administrator Martin provided a library update, noting over \$730.00 was raised during the Derby Days book sale. Residents should check the library's website for information on several special programs planned for October.

Assistant City Administrator/Planner Taylor reminded residents that entries for the *Focus on Bayport* photo contest will be accepted until October 15, and the General Election will be held at City Hall on

Tuesday, November 4, with polls open from 7:00 a.m.-8:00 p.m. She also mentioned that she would be presenting the details of a concept plan for a multi-family residential building for Phase II of the Inspiration Development later on the agenda.

Administrator Martin said the deer culling event in the Point Road area will be starting as soon as the city finalizes an agreement with Xcel Energy to allow hunting on their land. He noted the design process for the proposed new fire hall is going well and remains on schedule to introduce design options and preliminary budget figures for City Council consideration within the next few months.

#### **UNFINISHED BUSINESS**

There was no unfinished business to consider.

#### **NEW BUSINESS**

Consider Addendum No. 4 to the Baytown Water Extension Joint Powers Agreement to allow access to municipal water service for Miller Excavating, 3741 Stagecoach Trail in Baytown: Administrator Martin reviewed the 2005 Joint Powers Agreement (JPA) with Baytown Township and subsequent amendments to allow Bayport's municipal water service to be extended to specific Baytown developments and St. Croix Preparatory Academy. Miller Excavating is in the process of relocating its corporate headquarters to the east side of Stagecoach Trail and is requesting access to Bayport's water service, which requires another addendum to the original JPA. City Engineer Parotti has reviewed the proposed use and indicated the system has the capacity to support the project. City Attorney Pratt worked with Baytown's attorney to draft Addendum No. 4 to the JPA and staff recommended approval of the addendum. The property is currently served by a private well for water service.

It was moved by Councilmember Goldston and seconded by Councilmember McGann to approve Addendum No. 4 to the Baytown Water Extension Joint Powers Agreement to allow access to municipal water service for Miller Excavating, 3741 Stagecoach Trail in Baytown. Motion carried 4-0.

Consider a petition for a special assessment project at 243 3rd Street North for a water service expansion and private fire suppression system: Administrator Martin reviewed staff's discussions with Lynn Most, owner of 243 3<sup>rd</sup> Street North to bring the property into code compliance and meet fire suppression requirements, for potential use as a grocery store/meat market. A fire suppression system is required in the building to support the proposed use, and staff subsequently determined the existing water service is not large enough to support this system. Lynn and Jan Most have petitioned the city to complete construction of the fire suppression system and construction of a 4" water line and interior fire sprinklers, via a special assessment project as allowed by Minnesota Statutes, Chapter 429. The total special assessment cost is \$60,000.00, which would be placed on the property's annual taxes over 10 years at an interest rate of 4.5%. Staff recommended approval of the special assessment project, noting that all legal, engineering and permit fees would be paid by the property owner. The work would be completed this year, if possible. Mayor St. Ores thanked the property owners and city staff for working through the issues to bring this project to the City Council for consideration.

Councilmember Hanson introduced the following resolution and moved its adoption:

**Resolution 14-20**

**RESOLUTION DECLARING ADEQUACY OF PETITION REQUESTING THE  
CONSTRUCTION OF A PRIVATELY OWNED FIRE PROTECTION SYSTEM TO SERVE  
243 THIRD STREET NORTH WITHIN THE CITY OF BAYPORT, MINNESOTA,  
AND ORDERING SAID IMPROVEMENT**

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

Susan St. Ores – aye  
Dan Goldston – aye

Michele Hanson – aye  
Patrick McGann – aye

Consider a concept plan for a multi-family residential building for Phase II of the Inspiration Development: Mayor St. Ores said the purpose of this agenda item is to gather information and address questions; no decisions would be made at the meeting. Public comment will be limited to 10 minutes after staff and the prospective developer present the topic.

Planner Taylor noted that in 2004, the city approved a preliminary plat for Inspiration, which is a master plan of how a property will be subdivided and developed. Inspiration is guided for Mixed Density Residential and zoned Residential Planned Unit Development (which allows for a diversity of residential housing units, including multi-family, nursing and retirement homes in the underlying R-2 zoning district). Prior to the city approving the preliminary plat for Inspiration, the developer was required to complete a thorough environmental assessment and resource inventory of the property, to identify and protect critical natural areas and minimize development impacts. This information was then used to create the overall layout of the development, including streets and infrastructure, areas suitable for housing, and conservation areas.

Planner Taylor stated the preliminary plat and overall layout of the development approved by the city includes 121 single-family lots in Phase I, 75 multi-family/condominium units in Phase II, and 132 single-family lots in Phase III. The platted housing units are surrounded by 145 acres of native prairie open space, which are included in a permanent conservation easement. This concept plan is specifically for Phase II of the development. In 2006, the city granted site plan and final plat approval for 62 multi-family, market rate cooperative units, for individuals age 55 or older, known as “Gramercy Club” for Phase II. However, due to a decline in the housing market, the building was never constructed.

Applicant Jeff Hause and his investment group are currently engaged in a due diligence process to determine whether to proceed with a formal application to the city to develop Phase II. They have requested that the City Council review and provide input on the concept. Based on this input, the applicant will then decide whether to proceed with a final plat application to the city for Phase II.

Planner Taylor mentioned that in regard to the overall site plan, parking layout, traffic circulation, building elevation, size, and architectural style, the applicant’s concept is virtually identical to “Gramercy Club.” The building would contain a total of 75 multi-family units, which complies with the preliminary plat, and would consist of 25 independent units, 30 assisted living units and 20 memory care units, for lease by individuals age 55 and over. By offering a diversity of housing units within the Inspiration development, residents would be provided with the opportunity to remain in the neighborhood through multiple stages of life. Similar to “Gramercy Club,” the building would also contain common spaces and amenities for the residents, as well as personnel to oversee building operations and maintenance.

Planner Taylor stated that based on the concept information provided, staff finds the proposal to be generally consistent with the preliminary plat and the final plat for “Gramercy Club” and therefore is supportive of the concept. The city’s governing documents for Inspiration slate Phase II for up to 75 multi-family or condominium units. However, these documents do not define the types of multi-family units allowed or design standards for this phase of the development, other than to capture and complement the architecture of the single-family homes and be consistent with the overall conservation

theme of the development. As proposed, this concept plan complies with these criteria. The concept is also consistent with the city's comprehensive plan, which encourages "the development of diverse and affordable housing for persons of all ages" and promotes "mixed housing and clustering by planned unit development."

It was noted that the City Council and residents of Inspiration should keep in mind that this proposal is only conceptual, and therefore limited information has been provided by the applicant in order to be receptive to the city's input regarding the concept. Should the applicant decide to proceed with a formal application for final plat, detailed engineering and architectural plans will be required, as well as information deemed necessary for the city to address potential impacts that may affect the overall neighborhood, such as safety, security, traffic, and demand on emergency services.

Jeff Hause, J.G. Hause Construction, and Bill Henderson were present to answer questions on the proposed concept. The group, including Dave Hesley, has built senior living communities in Oak Park Heights, Faribault and Braham, Minnesota, with an occupancy rate of 93-100%. Mr. Henderson noted the housing market has not fulfilled the growing need for independent senior living apartments and demographics support increased housing for individuals 55 and over. He estimates 10-20 employees would be on staff during the day and a shuttle bus would most likely be available for transportation to nearby stores. He said the senior living model would generate less traffic than a single family/condominium development. In light of previous resident concerns, Councilmember Hanson questioned the city's involvement with the architectural style. Mr. Henderson explained the group will work within the city's guidelines to construct a building that will complement the development's architecture. He believes the Phase II multi-family building could be part of the homeowner's association in some capacity and help maintain the development's trail system. Planner Taylor stated the color map handout detailing the three phases of the development, showing the multi-family building, was created by Contractor Property Developers Company (CPDC) and was included with the original developer's marketing materials. It is unclear whether this map was provided to prospective homebuyers by subsequent developers of Inspiration. However, the information has been on file for public view at City Hall. Mr. Hause estimates construction would take 12 months to complete and that the entire project would result in approximately 15% impervious coverage of the Phase II parcel. It was noted that Croixdale, another senior housing community in Bayport, generates 30-40 emergency service calls per year, and includes 109 residential units.

Paul Schaefer, 544 Prairie Way South, believes the area is not conducive to a senior housing community and was told by a previous developer that this wooded area would never be developed when he purchased his lot. He believes the concept use should be classified as commercial zoning because it is a for-profit entity. He is concerned with the increased car and truck traffic on Inspiration Parkway associated with supporting this type of senior living and believes the property should have its own access from Stagecoach Trail. He noted there are no sidewalks along Inspiration Parkway and children walk to St. Croix Preparatory Academy along this street. He had concerns that the senior residents could be harmed if they wandered off into the wooded areas or nearby train tracks. He believes a three-story building would be out of context with surrounding buildings and not be in line with the city's comprehensive plan and design for the neighborhood. He indicated that stormwater drains into this area from the entire development. If the building and grounds were built up to compensate for the lower elevation, he is concerned the stormwater would then be directed toward his home and possibly cause basement flooding.

Tony Lesicka, 301 Prairie Way South, concurred that this would be an unfavorable location for a senior housing facility. He questioned whether the Maxfield Research study, which indicated a demand for senior housing (as cited by the applicant), was specific to the Inspiration development or the general

area. He said consideration of this concept should include a re-use plan in the event the senior housing fails.

Shonette Doggett, 352 Prairie Way South, expressed safety concerns with traffic control and lighting, with the increased numbers of cars and commercial vehicles in the neighborhood. She stressed pedestrian safety along the single-lane Inspiration Parkway.

Mel Horak, City of Bayport Public Works Supervisor, informed the Inspiration residents that his department would be trimming trees in the area of Phase II this week. Tree trimming is related to maintenance of the sewer lift station in the area and not the concept plan under discussion. He said the lift station would most likely need to be adjusted if the multi-family phase is completed.

Stephen Hipp, 1033 Pioneer Trail, expressed concern that development of the area would negatively affect the wildlife habitat.

Tim Stevenson, 455 Prairie Way South, said he chose to build in Inspiration because it is a single family neighborhood and was not told there was a possibility of a multi-unit component. He believes a multi-family, high density facility will ruin the neighborhood and negatively affect the value of the current homes. He also expressed concern about pedestrian safety along Inspiration Parkway.

Bob Grandas, 431 Prairie Way South, recognized the city's efforts to maintain the original commitment and uniqueness of the neighborhood as developed in 2004. He believes certain Inspiration residents were not fairly notified by their developer of the multi-family phase before they bought in the neighborhood and that changing times and current economic conditions should be considered. He would like the city to uphold the unique vision for the neighborhood and feels the concept design lacks originality and distinct architecture.

Dustin Vincent, 526 Prairie Way South, questioned whether this type of senior community exists in other Twin Cities residential areas and what impact it may have on the neighborhood.

Mary-Clare Holst, 986 Inspiration Parkway North, believes the light pollution from the concept plan model would have a negative impact on the quality of life for residents near the building.

Mayor St. Ores thanked the residents for their input and said there are pros and cons for the concept plan that will be weighed if the developers submit a formal application to proceed with the project. Developer Jeff Hause recognized the participation from Inspiration residents and said he wants his projects to have the support of community members. Mr. Hause noted that another developer could force some type of multi-family component in the Phase II area, because it is guided and zoned for such use. Mayor St. Ores invited residents to forward additional questions and comments to councilmembers and staff.

## **CITY COUNCIL ITEMS AND ANNOUNCEMENTS**

### **ADJOURNMENT**

It was moved by Councilmember Hanson and seconded by Councilmember Goldston to adjourn the meeting at 7:21 p.m. Motion carried 4-0.

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City Administrator/Clerk

**CITY OF BAYPORT  
CITY COUNCIL WORKSHOP MINUTES  
COUNCIL CHAMBERS  
October 22, 2014  
5:00 P.M.**

**CALL TO ORDER**

The workshop was called to order by Mayor St. Ores.

**ROLL CALL**

**Members Present:** Mayor St. Ores, Councilmembers Goldston, Hanson, Carlson, and McGann

**Staff Present:** City Administrator Logan Martin, Assistant City Administrator/Planner Sara Taylor, Fire Chief Mark Swenson, and Fire Captain/Fire Hall Building Committee Liaison Josh Eisinger

**Consultants Present:** Jessie Bauldry and Rick Burt, Leo A Daly  
Gary Zifko and John Huenink, Kraus-Anderson

**REVIEW A PRELIMINARY DESIGN CONCEPT FOR THE PROPOSED NEW FIRE HALL**

Administrator Martin stated the purpose of the workshop was to review the preliminary design concept approved by the Fire Hall Building Committee, as well as identify a preliminary construction budget and timeline for the overall project. Jessie Bauldry, Leo A Daly, provided a summary of the Fire Hall Building Committee's progress to date on the design concept for the building, noting several floor plans and exterior elevations were considered in the design process, prior to arriving at the current concept.

Discussion followed on the overall size, layout, and exterior finishes on the concept design. Specific questions were raised by the City Council regarding whether five apparatus bays and the quantity of office and bunk areas proposed were necessary. Administrator Martin noted that it would be helpful to have a rendering that illustrated the department's existing vehicles and equipment within the proposed apparatus bays to assist in determining space needs. Councilmembers discussed the overall interior layout and suggested that a second public bathroom be added near the main entrance of the building and the kitchen area be moved closer to the centrally located training/conference room, to offer opportunities to facilitate community events and/or public use. Potential safety concerns related to the location of the public parking area were discussed and it was suggested a traffic control sign be considered to further promote caution and slow traffic. The City Council was also receptive to the overall building finishes and energy components, such as the brick/metal exterior and light monitors, if achievable within budget parameters.

Following review of the design concept, discussion focused on identifying a preliminary construction budget, to assist Leo A Daly and Kraus-Anderson with refining a concept plan within a defined budget. It was the consensus of the City Council to establish a preliminary budget of approximately \$5.5 million. A refined design concept with related cost projections will tentatively be presented to the City Council for further discussion at a workshop in the next few weeks, followed by formal consideration of the preliminary design and budget at the November 10, 2014 regular City Council meeting.

**ADJOURNMENT**

It was moved by Councilmember Goldston and seconded by Councilmember Carlson to adjourn the workshop at 6:34 p.m.

CITY OF BAYPORT

\*Budget Control Summary

Current Period: OCTOBER 2014

Account Descr	2014 Cumulative Budget	2014 Cumulative Actuals	2014 Cumulative Variance	2014 %
<b>FUND 101 GENERAL</b>				
<b>Revenue Accounts</b>				
DEPT 00000 GENERAL GOVERNMENT	\$2,099,823.00	\$1,329,051.21	\$770,771.79	36.71%
DEPT 41200 MAYOR & COUNCIL	\$0.00	-\$10,947.00	\$10,947.00	0.00%
DEPT 41240 RECYCLING	\$5,500.00	\$6,868.00	-\$1,368.00	-24.87%
DEPT 41600 CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41602 CURB & SIDEWALK PROJECT	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41910 PLANNING & ZONING	\$119,800.00	\$112,649.42	\$7,150.58	5.97%
DEPT 41940 MUNICIPAL BUILDINGS	\$0.00	\$0.00	\$0.00	0.00%
DEPT 42000 PUBLIC SAFE CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	0.00%
DEPT 42100 POLICE	\$91,720.00	\$80,872.83	\$10,847.17	11.83%
DEPT 42200 FIRE PROTECTION	\$395,450.00	\$624,042.99	-\$228,592.99	-57.81%
DEPT 42201 FIRE STATION	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43100 STREET MAINT	\$5,000.00	\$9,870.14	-\$4,870.14	-97.40%
DEPT 43130 STREET - FLOOD PREPARATIO	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43200 PARKS	\$28,150.00	\$29,579.45	-\$1,429.45	-5.08%
DEPT 43201 PERRO PARK PROJECT/PLAN	\$0.00	\$5,000.00	-\$5,000.00	0.00%
DEPT 43300 CEMETERY	\$10,000.00	\$9,005.00	\$995.00	9.95%
DEPT 44100 PROJECT	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Revenue Accounts</b>	<b>\$2,755,443.00</b>	<b>\$2,195,992.04</b>	<b>\$559,450.96</b>	<b>20.30%</b>
<b>Expenditure Accounts</b>				
DEPT 00000 GENERAL GOVERNMENT	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41100 ELECTIONS	\$4,800.00	\$1,193.28	\$3,606.72	75.14%
DEPT 41200 MAYOR & COUNCIL	\$190,462.00	\$142,457.08	\$48,004.92	25.20%
DEPT 41240 RECYCLING	\$7,176.00	\$2,916.83	\$4,259.17	59.35%
DEPT 41400 ADMINISTRATION	\$158,118.00	\$120,702.14	\$37,415.86	23.66%
DEPT 41601 ALLEY PAVING PROJECT	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41603 SO MN STREET UTILITY PROJ	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41605 INFLOW/INFILTRATION	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41607 2011 STREET PROJECT	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41900 CAPITAL IMPROVEMENTS	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41903 DEBT SERVICE	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41910 PLANNING & ZONING	\$231,305.00	\$189,218.09	\$42,086.91	18.20%
DEPT 41940 MUNICIPAL BUILDINGS	\$139,050.00	\$34,858.27	\$104,191.73	74.93%
DEPT 42100 POLICE	\$758,692.00	\$575,885.49	\$182,806.51	24.09%
DEPT 42200 FIRE PROTECTION	\$521,831.00	\$540,090.05	-\$18,259.05	-3.50%
DEPT 42201 FIRE STATION	\$0.00	\$19,626.66	-\$19,626.66	0.00%
DEPT 43100 STREET MAINT	\$552,703.00	\$220,116.02	\$332,586.98	60.17%
DEPT 43130 STREET - FLOOD PREPARATIO	\$0.00	\$1,783.42	-\$1,783.42	0.00%
DEPT 43135 56TH ST & PICKETT AVE TRAIL	\$0.00	\$235.60	-\$235.60	0.00%
DEPT 43140 HAYNER/2ND ST. S UTILITY PR	\$0.00	\$18,289.45	-\$18,289.45	0.00%
DEPT 43160 STREET LIGHTING	\$30,000.00	\$20,403.26	\$9,596.74	31.99%
DEPT 43200 PARKS	\$73,831.00	\$119,192.04	-\$45,361.04	-61.44%
DEPT 43300 CEMETERY	\$37,475.00	\$2,162.84	\$35,312.16	94.23%
DEPT 44100 PROJECT	\$50,000.00	\$0.00	\$50,000.00	100.00%
<b>Total Expenditure Accounts</b>	<b>\$2,755,443.00</b>	<b>\$2,009,130.52</b>	<b>-\$746,312.48</b>	<b>27.09%</b>

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CITY OF BAYPORT

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\*Fund Summary -  
Budget to Actual©

OCTOBER 2014

	2014 YTD Budget	OCTOBER MTD Amount	2014 YTD Amount	2014 YTD Balance	2014 % YTD Budget
<b>FUND 101 GENERAL</b>					
Revenue	\$2,755,443.00	\$111,726.30	\$2,195,992.04	\$559,450.96	79.70%
Expenditure	\$2,755,443.00	\$196,106.94	\$2,009,130.52	\$746,312.48	72.91%
		<u>-\$84,380.64</u>	<u>\$186,861.52</u>		
<b>FUND 102 STREET RECONSTRUCTION</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
<b>FUND 103 G O TIF BD FUND 1990 CAP PROJ</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
<b>FUND 106 TIF ECON DEV DIST 2</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
<b>FUND 107 TIF REDEVELOPMENT DISTRICT 2-1</b>					
Revenue	\$0.00	\$0.00	\$24,972.56	-\$24,972.56	0.00%
Expenditure	\$0.00	\$0.00	\$23,093.31	-\$23,093.31	0.00%
		<u>\$0.00</u>	<u>\$1,879.25</u>		
<b>FUND 200 FIRE EQUIPMENT REPLACEMENT FUN</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
<b>FUND 201 D.A.R.E.</b>					
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
<b>FUND 202 DRUG FORFEITURE</b>					
Revenue	\$0.00	\$1,881.25	\$11,380.76	-\$11,380.76	0.00%
Expenditure	\$0.00	\$564.37	\$4,380.82	-\$4,380.82	0.00%
		<u>\$1,316.88</u>	<u>\$6,999.94</u>		
<b>FUND 203 PUBLIC WORKS EQUIPMENT REPL</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
<b>FUND 204 RECREATION CAP EQUIP &amp; MAINT</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
<b>FUND 205 TAX STABILIZATION FUND</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

CITY OF BAYPORT

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**\*Fund Summary -  
Budget to Actual©**

OCTOBER 2014

	2014 YTD Budget	OCTOBER MTD Amount	2014 YTD Amount	2014 YTD Balance	2014 % YTD Budget
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 206 WATER/SEWER IMPROVEMENT FUND</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$2,439.69	-\$2,439.69	0.00%
		\$0.00	-\$2,439.69		
<b>FUND 207 PARK IMPROVEMENT FUND</b>					
Revenue	\$0.00	\$0.00	\$7,000.00	-\$7,000.00	0.00%
Expenditure	\$0.00	\$56,788.26	\$95,355.52	-\$95,355.52	0.00%
		-\$56,788.26	-\$88,355.52		
<b>FUND 208 PRISON SEWER PROJECT</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 209 DEVELOPER REIMBURSED PROJECTS</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 210 K-9 UNIT</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$491.28	-\$491.28	0.00%
		\$0.00	-\$491.28		
<b>FUND 211 LIBRARY</b>					
Revenue	\$294,950.00	\$615.98	\$200,806.91	\$94,143.09	68.08%
Expenditure	\$294,740.00	\$29,107.36	\$223,331.04	\$71,408.96	75.77%
		-\$28,491.38	-\$22,524.13		
<b>FUND 303 GO TIF BOND 1990 DEBT SERVICE</b>					
Revenue	\$0.00	\$0.00	\$54,508.26	-\$54,508.26	0.00%
Expenditure	\$0.00	\$159,895.00	\$170,408.00	-\$170,408.00	0.00%
		-\$159,895.00	-\$115,899.74		
<b>FUND 311 GO IMPROV BONDS OF 1992 DEBT S</b>					
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 412 CEMETERY CAPITAL IMPROV</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 413 POLICE EQUIPMENT FUND</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

**CITY OF BAYPORT**  
**\*Fund Summary -**  
**Budget to Actual©**  
**OCTOBER 2014**

	2014 YTD Budget	OCTOBER MTD Amount	2014 YTD Amount	2014 YTD Balance	2014 % YTD Budget
		\$0.00	\$0.00		
<b>FUND 414 OFFICE AUTOMATION</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 415 MUNICIPAL BLDGS MAINT</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 416 PERRO CREEK OUTLET</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 601 WATER</b>					
Revenue	\$332,750.00	\$4,670.36	\$42,354.44	\$290,395.56	12.73%
Expenditure	\$495,764.00	\$31,864.67	\$418,308.63	\$77,455.37	84.38%
		-\$27,194.31	-\$375,954.19		
<b>FUND 602 SEWER</b>					
Revenue	\$618,000.00	\$0.00	\$79,170.00	\$538,830.00	12.81%
Expenditure	\$691,889.00	\$112,712.48	\$519,848.72	\$172,040.28	75.13%
		-\$112,712.48	-\$440,678.72		
<b>FUND 800 INVESTMENTS-POOLED</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 803 P &amp; Z ESCROWS</b>					
Revenue	\$0.00	\$6,566.41	\$21,747.29	-\$21,747.29	0.00%
Expenditure	\$0.00	\$677.37	\$9,834.87	-\$9,834.87	0.00%
		\$5,889.04	\$11,912.42		
<b>FUND 851 NON EXP TRUST</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>Report Total</b>		-\$462,256.15	-\$838,690.14		

**CITY OF BAYPORT**  
**REVENUE SUMMARY YTD THRU 10/31/2014**

FUND	FUND Descr	2014 Budget	2014 YTD Amt	2014 % of Budget	2014 % of Budget Remain
FUND 101	GENERAL	\$2,755,443.00	\$2,195,992.04	79.70%	20.30%
FUND 102	STREET RECONSTRUCTION	\$0.00	\$0.00	0.00%	0.00%
FUND 103	G O TIF BD FUND 1990 CAP PRO	\$0.00	\$0.00	0.00%	0.00%
FUND 106	TIF ECON DEV DIST 2	\$0.00	\$0.00	0.00%	0.00%
FUND 107	TIF REDEVELOPMENT DISTRICT	\$0.00	\$24,972.56	0.00%	0.00%
FUND 200	FIRE EQUIPMENT REPLACEMENT	\$0.00	\$0.00	0.00%	0.00%
FUND 202	DRUG FORFEITURE	\$0.00	\$11,380.76	0.00%	0.00%
FUND 203	PUBLIC WORKS EQUIPMENT REP	\$0.00	\$0.00	0.00%	0.00%
FUND 204	RECREATION CAP EQUIP & MAIN	\$0.00	\$0.00	0.00%	0.00%
FUND 205	TAX STABILIZATION FUND	\$0.00	\$0.00	0.00%	0.00%
FUND 206	WATER/SEWER IMPROVEMENT F	\$0.00	\$0.00	0.00%	0.00%
FUND 207	PARK IMPROVEMENT FUND	\$0.00	\$7,000.00	0.00%	0.00%
FUND 208	PRISON SEWER PROJECT	\$0.00	\$0.00	0.00%	0.00%
FUND 209	DEVELOPER REIMBURSED PROJE	\$0.00	\$0.00	0.00%	0.00%
FUND 210	K-9 UNIT	\$0.00	\$0.00	0.00%	0.00%
FUND 211	LIBRARY	\$294,950.00	\$200,806.91	68.08%	31.92%
FUND 303	GO TIF BOND 1990 DEBT SERVIC	\$0.00	\$54,508.26	0.00%	0.00%
FUND 412	CEMETERY CAPITAL IMPROV	\$0.00	\$0.00	0.00%	0.00%
FUND 413	POLICE EQUIPMENT FUND	\$0.00	\$0.00	0.00%	0.00%
FD 414	OFFICE AUTOMATION	\$0.00	\$0.00	0.00%	0.00%
FUND 415	MUNICIPAL BLDGS MAINT	\$0.00	\$0.00	0.00%	0.00%
FUND 416	PERRO CREEK OUTLET	\$0.00	\$0.00	0.00%	0.00%
FUND 601	WATER	\$332,750.00	\$42,354.44	12.73%	87.27%
FUND 602	SEWER	\$618,000.00	\$79,170.00	12.81%	87.19%
FUND 800	INVESTMENTS-POOLED	\$0.00	\$0.00	0.00%	0.00%
FUND 803	P & Z ESCROWS	\$0.00	\$21,747.29	0.00%	0.00%
FUND 851	NON EXP TRUST	\$0.00	\$0.00	0.00%	0.00%
		\$4,001,143.00	\$2,637,932.26	65.93%	34.07%

**CITY OF BAYPORT  
MONTHLY RECEIPTS**

Period Name: OCTOBER

FUN	Tran Date	Amount	Refer	Comments	Account Descr
<b>FUND 101 GENERAL</b>					
101	10/29/14	\$500.00	4626	LIQ, WINE, TAVERN INVEST - IN STAT LA	R 101-00000-32100 BUSINES
101	10/21/14	\$57.06	4598	GAMBLING PROCEEDS ck # 7912	R 101-00000-32204 GAMBLIN
101	10/01/14	\$28.00	4586	ASSESSMENT SEARCH CK # 93276	R 101-00000-34105 USER FEE
101	10/01/14	\$5.25	4585	BUILDING SURCHARGE JTR Roofing #160	G 101-20104 STATE SURCHA
101	10/01/14	\$5.00	4588	BUILDING SURCHARGE Jim Dailey #2234	G 101-20104 STATE SURCHA
101	10/06/14	\$5.00	4589	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	10/18/14	\$9.50	4593	BUILDING SURCHARGE Jeffrey B. Smith	G 101-20104 STATE SURCHA
101	10/21/14	\$5.00	4596	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	10/21/14	\$5.00	4599	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	10/21/14	\$1.25	4604	BUILDING SURCHARGE Hudson #2590	G 101-20104 STATE SURCHA
101	10/21/14	\$9.77	4605	BUILDING SURCHARGE JG Hause #2770	G 101-20104 STATE SURCHA
101	10/21/14	\$5.00	4606	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	10/21/14	\$5.00	4607	PLUMBING SURCHARGE - RESIDENTIAL M	G 101-20104 STATE SURCHA
101	10/21/14	\$1.50	4608	BUILDING SURCHARGE TC Interiors #593	G 101-20104 STATE SURCHA
101	10/20/14	\$1.12	4613	BUILDING SURCHARGE St. Croix Fire & Sa	G 101-20104 STATE SURCHA
101	10/21/14	\$5.00	4614	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	10/21/14	\$6.00	4615	BUILDING SURCHARGE JTR Roofing	G 101-20104 STATE SURCHA
101	10/21/14	\$5.00	4617	BUILDING SURCHARGE JEFF OSWALD - C	G 101-20104 STATE SURCHA
101	10/23/14	\$5.00	4621	PLUMBING SURCHARGE - RESIDENTIAL E	G 101-20104 STATE SURCHA
101	10/27/14	\$5.25	4623	BUILDING SURCHARGE Dan Roettger #11	G 101-20104 STATE SURCHA
101	10/28/14	\$4.00	4624	BUILDING SURCHARGE JG Hause #2803	G 101-20104 STATE SURCHA
101	10/08/14	\$2.00	24	State Sales Tax	G 101-20603 SALES TAX PAY
101	10/30/14	\$998.34	24	State Sales Tax	G 101-20603 SALES TAX PAY
101	10/02/14	\$88.02	4594	HEALTH PARTNERS CK # 33875009	G 101-27109 HEALTH PARTN
101	10/02/14	\$58.34	4594	HEALTH SAVING ACCT.	G 101-27122 H S A
101	10/06/14	\$50.00	4589	CONTRACTOR LICENSE - SPECIALTY Lofg	R 101-41910-32100 BUSINES
101	10/21/14	\$50.00	4596	CONTRACTOR LICENSE - SPECIALTY	R 101-41910-32100 BUSINES
101	10/21/14	\$50.00	4601	CONTRACTOR LICENSE - SPECIALTY Air	R 101-41910-32100 BUSINES
101	10/21/14	\$50.00	4606	CONTRACTOR LICENSE - SPECIALTY	R 101-41910-32100 BUSINES
101	10/21/14	\$50.00	4611	CONTRACTOR LICENSE - SPECIALTY	R 101-41910-32100 BUSINES
101	10/21/14	\$25.00	4600	DUMPSTER/BULK CONTAINER CASH - Seg	R 101-41910-32200 NONBUSI
101	10/21/14	\$25.00	4602	SIGN PERMIT - TEMPORARY Mallards #61	R 101-41910-32200 NONBUSI
101	10/21/14	\$25.00	4603	FENCE PERMIT CASH - Andersen Element	R 101-41910-32200 NONBUSI
101	10/21/14	\$25.00	4611	DRIVEWAY PERMIT ACT-Asphalt Specialtie	R 101-41910-32200 NONBUSI
101	10/22/14	\$15.00	4620	SPECIAL EVENT APP - NONPROFIT/PUBLI	R 101-41910-32200 NONBUSI
101	10/24/14	\$15.00	4622	SPECIAL EVENT APP - NONPROFIT/PUBLI	R 101-41910-32200 NONBUSI
101	10/29/14	\$25.00	4633	FENCE PERMIT Thompson #6259	R 101-41910-32200 NONBUSI
101	10/01/14	\$206.50	4585	BUILDING PERMIT JTR Roofing #160908	R 101-41910-32210 BUILDIN
101	10/01/14	\$73.75	4588	BUILDING PERMIT Jim Dailey #2234	R 101-41910-32210 BUILDIN
101	10/01/14	\$47.94	4588	PLAN REVIEW	R 101-41910-32210 BUILDIN
101	10/18/14	\$324.50	4593	BUILDING PERMIT Jeffrey B. Smith #724	R 101-41910-32210 BUILDIN
101	10/21/14	\$88.50	4604	BUILDING PERMIT Hudson #2590	R 101-41910-32210 BUILDIN
101	10/21/14	\$177.00	4605	BUILDING PERMIT JG Hause #2770	R 101-41910-32210 BUILDIN
101	10/21/14	\$88.50	4608	BUILDING PERMIT TC Interiors #5935	R 101-41910-32210 BUILDIN
101	10/20/14	\$57.52	4613	PLAN REVIEW	R 101-41910-32210 BUILDIN
101	10/20/14	\$88.50	4613	BUILDING PERMIT St. Croix Fire & Safety	R 101-41910-32210 BUILDIN
101	10/21/14	\$221.25	4615	BUILDING PERMIT JTR Roofing #160948	R 101-41910-32210 BUILDIN
101	10/21/14	\$18.36	4617	PLAN REVIEW	R 101-41910-32210 BUILDIN
101	10/21/14	\$28.25	4617	BUILDING PERMIT JEFF OSWALD - CASH	R 101-41910-32210 BUILDIN
101	10/27/14	\$63.75	4623	BUILDING PERMIT Additional inspection fe	R 101-41910-32210 BUILDIN
101	10/27/14	\$206.50	4623	BUILDING PERMIT Dan Roettger #11771	R 101-41910-32210 BUILDIN
101	10/28/14	\$162.25	4624	BUILDING PERMIT JG Hause #2803	R 101-41910-32210 BUILDIN

**CITY OF BAYPORT  
MONTHLY RECEIPTS**

Period Name: OCTOBER

FUN	Tran Date	Amount	Refer	Comments	Account Descr
101	10/01/14	\$5.00	4585	EPA	R 101-41910-32211 EPA
101	10/18/14	\$5.00	4593	EPA	R 101-41910-32211 EPA
101	10/21/14	\$5.00	4605	EPA	R 101-41910-32211 EPA
101	10/21/14	\$5.00	4606	EPA	R 101-41910-32211 EPA
101	10/21/14	\$5.00	4608	EPA	R 101-41910-32211 EPA
101	10/21/14	\$5.00	4615	EPA	R 101-41910-32211 EPA
101	10/27/14	\$5.00	4623	EPA	R 101-41910-32211 EPA
101	10/28/14	\$5.00	4624	EPA	R 101-41910-32211 EPA
101	10/21/14	\$75.00	4607	PLUMBING PERMIT - RESIDENTIAL Miller	R 101-41910-32220 PLUMBIN
101	10/23/14	\$75.00	4621	PLUMBING PERMIT - RESIDENTIAL Ed Bro	R 101-41910-32220 PLUMBIN
101	10/06/14	\$75.00	4589	MECHANICAL PERMIT - RESIDENTIAL	R 101-41910-32230 MECHANI
101	10/21/14	\$75.00	4596	MECHANICAL PERMIT - RESIDENTIAL Perf	R 101-41910-32230 MECHANI
101	10/21/14	\$75.00	4599	MECHANICAL PERMIT - RESIDENTIAL Air	R 101-41910-32230 MECHANI
101	10/21/14	\$75.00	4606	MECHANICAL PERMIT - RESIDENTIAL D.	R 101-41910-32230 MECHANI
101	10/21/14	\$75.00	4614	MECHANICAL PERMIT - RESIDENTIAL Fire	R 101-41910-32230 MECHANI
101	10/07/14	\$250.00	4597	VARIANCE ESCROW CK # 2503	R 101-41910-34100 P & Z PE
101	10/07/14	\$250.00	4597	VARIANCE APP CK # 2503	R 101-41910-34100 P & Z PE
101	10/29/14	\$1,431.75	4619	BUILDING INSPECTIONS (LAKELAND) CK	R 101-41910-34103 LAKELAN
101	10/22/14	\$10.00	4618	PET LICENSE - SPAY/NEUT CASH - DIANA	R 101-42100-32240 ANIMAL F
101	10/28/14	\$10.00	4625	PET LICENSE - SPAY/NEUT CASH - CAREY	R 101-42100-32240 ANIMAL F
101	10/07/14	\$38,079.92	16799	POLICE STATE AID	R 101-42100-33420 POLICE S
101	10/30/14	\$2,000.00	4632	FIRE - PREVENTION MATERIALS CK # 57	E 101-42200-217 MATERIALS
101	10/01/14	\$1,140.00	4590	FIRE (OPERATING SUPPLIES REFUND & R	E 101-42200-220 OPERATING
101	10/21/14	\$500.00	4609	FIRE - OPERATING SUPPLIES REFUND &	E 101-42200-220 OPERATING
101	10/07/14	\$17,858.37	16799	SUPPL FIRE STATE AID	R 101-42200-33421 FIRE STA
101	10/07/14	\$73,812.66	16799	FIRE STATE AID	R 101-42200-33421 FIRE STA
101	10/20/14	\$75.00	4613	FIRE INSPECTION	R 101-42200-34101 FIRE INS
101	10/20/14	\$54,049.25	4610	FIRE SERVICE CONTRACT CK # 57879	R 101-42200-34202 FIRE CON
101	10/01/14	\$100.00	4587	FIRE DONATIONS Crain #12915	R 101-42200-36232 DONATIO
101	10/29/14	\$9.34	4631	BOAT TRAILER PARKING PERMIT CASH	R 101-43200-34780 PARK FEE
101	10/29/14	\$14,002.33	4628	ANDERSEN WINDOWS PARKING LEASE C	R 101-43200-36220 RENTAL I
101	10/01/14	\$500.00	4592	CEMETERY - HEADSTONE DEPOSIT	R 101-43300-34940 CEMETER
101	10/01/14	\$75.00	4592	CEMETERY - MARKING HEADSTONE LOCA	R 101-43300-34940 CEMETER
101	10/01/14	\$300.00	4592	CEMETERY - OPEN/CLOSE GRAVE - CREM	R 101-43300-34940 CEMETER

**FUND 101 GENER** \$209,097.09

**FUND 202 DRUG FORFEITURE**

202	10/20/14	\$1,881.25	4612	DRUG FORFEITURE Michael Miller #44647	R 202-42102-36249 DRUG FO
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**FUND 202 DRUG** \$1,881.25

**FUND 206 WATER/SEWER IMPROVEMENT FUND**

206	10/16/14	\$3.90	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	10/16/14	\$256.38	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	10/07/14	\$466.31	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	10/15/14	\$613.53	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	10/16/14	\$86.45	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	10/07/14	\$0.74	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	10/16/14	\$958.92	0	UB Receipt Serv 28 TRUNK W/IND	G 206-12103 A/R GEN BILLIN
206	10/16/14	\$111.29	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	10/16/14	\$53.65	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	10/16/14	\$61.04	0	UB Receipt Serv 38 TRUNK S/IND	G 206-12103 A/R GEN BILLIN
206	10/16/14	\$17.06	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	10/16/14	\$15.66	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	10/21/14	\$289.60	0	UB Receipt Serv 28 TRUNK W/IND	G 206-12103 A/R GEN BILLIN

**CITY OF BAYPORT  
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FUN	Tran Date	Amount	Refer	Comments	Account Descr
206	10/06/14	\$1.20	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	10/15/14	\$455.90	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	10/16/14	\$272.05	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	10/16/14	\$4.25	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	10/16/14	\$33.69	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	10/16/14	\$141.26	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	10/07/14	\$0.73	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	10/21/14	\$312.42	0	UB Receipt Serv 38 TRUNK S/IND	G 206-12103 A/R GEN BILLIN
206	10/13/14	\$127.74	0	UB Receipt Serv 21 TRUNK/W COMB	G 206-12103 A/R GEN BILLIN
206	10/21/14	\$210.96	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	10/16/14	\$46.02	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	10/15/14	\$135.45	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	10/15/14	\$127.98	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	10/06/14	\$246.13	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	10/21/14	\$598.41	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	10/13/14	\$60.51	0	UB Receipt Serv 41 TRUNK SEWER 1ST	G 206-12103 A/R GEN BILLIN
206	10/23/14	\$21.90	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	10/23/14	\$11.85	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	10/07/14	\$40.67	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	10/08/14	\$8.87	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	10/08/14	\$110.39	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	10/08/14	\$1.94	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	10/07/14	\$33.88	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	10/13/14	\$1,287.29	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	10/14/14	\$837.83	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	10/13/14	\$1,001.64	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	10/13/14	\$86.97	0	UB Receipt Serv 31 TRUNK/S COMB	G 206-12103 A/R GEN BILLIN
206	10/13/14	\$517.06	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	10/29/14	\$26.46	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	10/29/14	\$41.40	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	10/29/14	\$4.92	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	10/29/14	\$77.40	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	10/13/14	\$96.74	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	10/06/14	\$117.00	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	10/29/14	\$185.90	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	10/06/14	\$680.65	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	10/21/14	\$73.32	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	10/29/14	\$17.56	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	10/06/14	\$7.12	0	UB Receipt Serv 41 TRUNK SEWER 1ST	G 206-12103 A/R GEN BILLIN
206	10/29/14	\$376.11	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	10/07/14	\$167.56	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	10/29/14	\$21.10	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	10/06/14	\$218.94	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	10/08/14	\$210.05	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	10/14/14	\$20.43	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	10/14/14	\$386.11	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	10/23/14	\$67.50	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	10/23/14	\$15.36	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	10/14/14	\$914.70	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	10/06/14	\$290.29	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
<b>FUND 206 WATE</b>		<b>\$13,686.14</b>			

**FUND 211 LIBRARY**

211	10/29/14	\$11.99	4629	LIBRARY SERVICE CHARGE CK # 9022	R 211-45500-34760 LIBRARY
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FUN	Tran Date	Amount	Refer	Comments	Account Descr
211	10/29/14	\$28.00	4629	LIBRARY SERVICE CHARGE CK # 3393	R 211-45500-34760 LIBRARY
211	10/29/14	\$75.99	4630	LIBRARY REFUNDS & REIMB. PROF FEES	R 211-45500-36240 REFUNDS
211	10/29/14	\$500.00	4630	LIBRARY REFUNDS & REIMB. PROF FEES	R 211-45500-36240 REFUNDS
<b>FUND 211 LIBRA</b>		<b>\$615.98</b>			
<b>FUND 601 WATER</b>					
601	10/08/14	\$109.62	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	10/15/14	\$9,499.79	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	10/14/14	\$17.49	0	UB Receipt Serv 8 SAFE WTR FE	G 601-14601 WATER BILLING
601	10/08/14	\$2,730.28	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	10/07/14	\$4.77	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	10/08/14	\$0.28	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	10/15/14	\$0.61	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	10/08/14	\$1.59	0	UB Receipt Serv 8 SAFE WTR FE	G 601-14601 WATER BILLING
601	10/08/14	\$380.88	0	UB Receipt Serv 9 INSTITUTION	G 601-14601 WATER BILLING
601	10/14/14	\$4.77	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	10/13/14	\$18,063.26	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	10/13/14	\$14.03	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	10/13/14	\$529.56	0	UB Receipt Serv 2 WATER ONLY	G 601-14601 WATER BILLING
601	10/13/14	\$14.31	0	UB Receipt Serv 8 SAFE WTR FE	G 601-14601 WATER BILLING
601	10/13/14	\$0.17	0	UB Receipt Serv Pen 5 COMM WATER	G 601-14601 WATER BILLING
601	10/13/14	\$3.89	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	10/13/14	\$515.52	0	UB Receipt Serv 6 WATER METER2	G 601-14601 WATER BILLING
601	10/07/14	\$4.77	0	UB Receipt Serv 8 SAFE WTR FE	G 601-14601 WATER BILLING
601	10/14/14	\$2.50	0	UB Receipt Serv Pen 5 COMM WATER	G 601-14601 WATER BILLING
601	10/07/14	\$1.29	0	UB Receipt Serv Pen 5 COMM WATER	G 601-14601 WATER BILLING
601	10/07/14	\$435.33	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	10/14/14	\$10,986.32	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	10/14/14	\$4.71	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	10/14/14	\$11,636.80	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	10/13/14	\$12,326.84	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	10/21/14	\$2.46	0	UB Receipt Serv Pen 9 INSTITUTION	G 601-14601 WATER BILLING
601	10/23/14	\$1.59	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	10/06/14	\$1,474.28	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	10/06/14	\$42.50	0	UB Receipt Serv 7 SUMMER WATER	G 601-14601 WATER BILLING
601	10/23/14	\$8.76	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	10/23/14	\$716.70	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	10/06/14	\$3.18	0	UB Receipt Serv 8 SAFE WTR FE	G 601-14601 WATER BILLING
601	10/21/14	\$2.50	0	UB Receipt Serv Pen 3 INDUSTRIAL	G 601-14601 WATER BILLING
601	10/23/14	\$585.58	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	10/06/14	\$0.08	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	10/15/14	\$1,570.00	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	10/21/14	\$6.36	0	UB Receipt Serv 8 SAFE WTR FE	G 601-14601 WATER BILLING
601	10/21/14	\$2.50	0	UB Receipt Serv Pen 6 WATER METER2	G 601-14601 WATER BILLING
601	10/21/14	\$474.88	0	UB Receipt Serv 6 WATER METER2	G 601-14601 WATER BILLING
601	10/21/14	\$2.50	0	UB Receipt Serv Pen 5 COMM WATER	G 601-14601 WATER BILLING
601	10/21/14	\$939.64	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	10/23/14	\$8.16	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	10/29/14	\$5,168.23	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	10/29/14	\$8.76	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	10/06/14	\$10.44	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	10/29/14	\$4.90	0	UB Receipt Serv Pen 9 INSTITUTION	G 601-14601 WATER BILLING
601	10/29/14	\$243.36	0	UB Receipt Serv 9 INSTITUTION	G 601-14601 WATER BILLING
601	10/29/14	\$3.18	0	UB Receipt Serv 8 SAFE WTR FE	G 601-14601 WATER BILLING

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FUN	Tran Date	Amount	Refer	Comments	Account Descr
601	10/29/14	\$5.03	0	UB Receipt Serv Pen 5 COMM WATER	G 601-14601 WATER BILLING
601	10/29/14	\$465.28	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	10/29/14	\$137.12	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	10/29/14	\$10.68	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	10/29/14	\$1.59	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	10/06/14	\$7.95	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	10/29/14	\$8.13	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	10/29/14	\$480.37	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	10/29/14	\$1.59	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	10/06/14	\$9,693.36	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	10/21/14	\$126.01	0	UB Receipt Serv 9 INSTITUTION	G 601-14601 WATER BILLING
601	10/29/14	\$226.15	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	10/16/14	\$1.59	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	10/16/14	\$10,625.64	0	UB Receipt Serv 3 INDUSTRIAL	G 601-14601 WATER BILLING
601	10/16/14	\$11.13	0	UB Receipt Serv 8 SAFE WTR FE	G 601-14601 WATER BILLING
601	10/16/14	\$596.80	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	10/21/14	\$3,303.88	0	UB Receipt Serv 3 INDUSTRIAL	G 601-14601 WATER BILLING
601	10/07/14	\$10.00	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	10/08/14	\$1.86	0	UB Receipt Serv Pen 5 COMM WATER	G 601-14601 WATER BILLING
601	10/16/14	\$3,824.17	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	10/07/14	\$6.16	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	10/07/14	\$6,656.04	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	10/06/14	\$3,594.28	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	10/16/14	\$40.40	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	10/16/14	\$2.75	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	10/16/14	\$3,658.94	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	10/16/14	\$2,095.54	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	10/16/14	\$0.05	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	10/16/14	\$207.32	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	10/21/14	\$169.68	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	10/21/14	\$8,574.60	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	10/21/14	\$4.77	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	10/16/14	\$3.18	0	UB Receipt Serv 8 SAFE WTR FE	G 601-14601 WATER BILLING
601	10/15/14	\$3.18	0	UB Receipt Serv 8 SAFE WTR FE	G 601-14601 WATER BILLING
601	10/15/14	\$2,690.16	0	UB Receipt Serv 9 INSTITUTION	G 601-14601 WATER BILLING
601	10/21/14	\$2,000.00	4607	WATER CONNECTION - TO 1 IN Miller Exc	R 601-46120-34601 WATER H
601	10/21/14	\$350.00	4607	WATER METER - TO 1 IN (INCLUDES INS	R 601-46120-34602 WATER M
601	10/21/14	\$350.00	4607	WATER METER - TO 1 IN (INCLUDES INS	R 601-46120-34602 WATER M
601	10/01/14	\$710.03	4591	WATER REFUNDS & REIMBURSEMENTS C	R 601-46120-36240 REFUNDS
601	10/13/14	\$83.31	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	10/08/14	\$412.52	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	10/16/14	\$186.70	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	10/29/14	\$28.30	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	10/06/14	\$22.81	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	10/21/14	\$432.40	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	10/16/14	\$11.55	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	10/15/14	\$5.72	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	10/14/14	\$4.56	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	10/07/14	\$27.33	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	10/16/14	\$5.00	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	10/06/14	\$10.13	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	10/21/14	\$30.00	4616	WATER SHUTOFF - BUS HRS CASH	R 601-46120-37110 WATER R
<b>FUND 601 WATE</b>		<b>\$140,485.66</b>			

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<b>FUND 602 SEWER</b>					
602	10/06/14	\$2,378.61	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	10/06/14	\$10.44	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	10/06/14	\$48.50	0	UB Receipt Serv 20 SEWER ONLY	G 602-14602 SEWER BILLING
602	10/07/14	\$19,259.47	0	UB Receipt Serv 19 PRISON SEWER	G 602-14602 SEWER BILLING
602	10/06/14	\$10.00	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	10/07/14	\$5.00	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	10/07/14	\$490.53	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	10/07/14	\$6.16	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	10/06/14	\$2,725.47	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	10/06/14	\$0.08	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	10/06/14	\$84.40	0	UB Receipt Serv 15 1ST SEWER	G 602-14602 SEWER BILLING
602	10/07/14	\$1.29	0	UB Receipt Serv Pen 25 COMM SEWER	G 602-14602 SEWER BILLING
602	10/07/14	\$1,848.95	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	10/23/14	\$7.50	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	10/16/14	\$968.68	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	10/16/14	\$173.68	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	10/21/14	\$142.25	0	UB Receipt Serv 29 INSTIT SEWER	G 602-14602 SEWER BILLING
602	10/21/14	\$2.45	0	UB Receipt Serv Pen 29 INSTIT SEWER	G 602-14602 SEWER BILLING
602	10/21/14	\$2,336.29	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	10/21/14	\$132.58	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	10/21/14	\$42,455.30	0	UB Receipt Serv 17 PLANT	G 602-14602 SEWER BILLING
602	10/21/14	\$3,478.75	0	UB Receipt Serv 23 INDUSTRI SEW	G 602-14602 SEWER BILLING
602	10/21/14	\$2.50	0	UB Receipt Serv Pen 23 INDUSTRI SEW	G 602-14602 SEWER BILLING
602	10/23/14	\$169.60	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	10/16/14	\$10.00	0	UB Receipt Serv 24 SEWER COMMER	G 602-14602 SEWER BILLING
602	10/23/14	\$131.25	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	10/16/14	\$738.35	0	UB Receipt Serv 23 INDUSTRI SEW	G 602-14602 SEWER BILLING
602	10/29/14	\$46.20	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	10/29/14	\$7.50	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	10/29/14	\$301.10	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	10/29/14	\$12.50	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	10/29/14	\$2,065.63	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	10/29/14	\$116.42	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	10/29/14	\$254.93	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	10/29/14	\$5.03	0	UB Receipt Serv Pen 25 COMM SEWER	G 602-14602 SEWER BILLING
602	10/29/14	\$275.35	0	UB Receipt Serv 29 INSTIT SEWER	G 602-14602 SEWER BILLING
602	10/29/14	\$4.89	0	UB Receipt Serv Pen 29 INSTIT SEWER	G 602-14602 SEWER BILLING
602	10/23/14	\$10.00	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	10/13/14	\$743.05	0	UB Receipt Serv 15 1ST SEWER	G 602-14602 SEWER BILLING
602	10/08/14	\$0.28	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	10/08/14	\$19.30	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	10/08/14	\$415.25	0	UB Receipt Serv 29 INSTIT SEWER	G 602-14602 SEWER BILLING
602	10/14/14	\$4,302.25	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	10/14/14	\$4.71	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	10/14/14	\$231.35	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	10/14/14	\$2.50	0	UB Receipt Serv Pen 25 COMM SEWER	G 602-14602 SEWER BILLING
602	10/13/14	\$5,720.72	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	10/16/14	\$56.50	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	10/13/14	\$218.67	0	UB Receipt Serv 14 SEWER METER	G 602-14602 SEWER BILLING
602	10/08/14	\$1,197.12	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	10/13/14	\$2,233.93	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	10/13/14	\$0.17	0	UB Receipt Serv Pen 25 COMM SEWER	G 602-14602 SEWER BILLING

**CITY OF BAYPORT  
MONTHLY RECEIPTS**

Period Name: OCTOBER

<b>FUN</b>	<b>Tran Date</b>	<b>Amount</b>	<b>Refer</b>	<b>Comments</b>	<b>Account Descr</b>
602	10/15/14	\$6,847.32	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	10/15/14	\$0.61	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	10/15/14	\$1,634.45	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	10/16/14	\$375.57	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	10/16/14	\$2.50	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	10/16/14	\$43.25	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	10/16/14	\$1,235.84	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	10/16/14	\$0.05	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	10/13/14	\$8.61	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
<b>FUND 602 SEWER</b>		<b>\$106,011.63</b>			
<b>FUND 803 P &amp; Z ESCROWS</b>					
803	10/06/14	\$6,066.41	4595	D. R. HORTON ESCROW CK # 1468013	R 803-80045-34100 P & Z PE
803	10/07/14	\$500.00	4597	CHRIS HAYNER ESCROW CK # 2503	R 803-80053-34100 P & Z PE
<b>FUND 803 P &amp; Z E</b>		<b>\$6,566.41</b>			
		<b>\$478,344.16</b>			

**CITY OF BAYPORT**  
**EXPENSE SUMMARY YTD THRU 10/31/2014**

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DEPT	DEPT Descr	2014 Budget	2014 YTD Amt	Balance	2014 % of Budget Remain
<b>FUND 101 GENERAL</b>					
00000	GENERAL GOVERNMENT	\$0.00	\$0.00	\$0.00	0.00%
41100	ELECTIONS	\$4,800.00	\$1,193.28	\$3,606.72	75.14%
41200	MAYOR & COUNCIL	\$190,462.00	\$142,457.08	\$48,004.92	25.20%
41240	RECYCLING	\$7,176.00	\$2,916.83	\$4,259.17	59.35%
41400	ADMINISTRATION	\$158,118.00	\$120,702.14	\$37,415.86	23.66%
41601	ALLEY PAVING PROJECT	\$0.00	\$0.00	\$0.00	0.00%
41603	SO MN STREET UTILITY	\$0.00	\$0.00	\$0.00	0.00%
41605	INFLOW/INFILTRATION	\$0.00	\$0.00	\$0.00	0.00%
41607	2011 STREET PROJECT	\$0.00	\$0.00	\$0.00	0.00%
41900	CAPITAL IMPROVEMENT	\$0.00	\$0.00	\$0.00	0.00%
41903	DEBT SERVICE	\$0.00	\$0.00	\$0.00	0.00%
41910	PLANNING & ZONING	\$231,305.00	\$189,218.09	\$42,086.91	18.20%
41940	MUNICIPAL BUILDINGS	\$139,050.00	\$34,858.27	\$104,191.73	74.93%
42100	POLICE	\$758,692.00	\$575,885.49	\$182,806.51	24.09%
42200	FIRE PROTECTION	\$521,831.00	\$540,090.05	-\$18,259.05	-3.50%
42201	FIRE STATION	\$0.00	\$19,626.66	-\$19,626.66	0.00%
43100	STREET MAINT	\$552,703.00	\$220,116.02	\$332,586.98	60.17%
43130	STREET - FLOOD PREPAR	\$0.00	\$1,783.42	-\$1,783.42	0.00%
43135	56TH ST & PICKETT AVE	\$0.00	\$235.60	-\$235.60	0.00%
43140	HAYNER/2ND ST. S UTIL	\$0.00	\$18,289.45	-\$18,289.45	0.00%
43160	STREET LIGHTING	\$30,000.00	\$20,403.26	\$9,596.74	31.99%
43200	PARKS	\$73,831.00	\$119,192.04	-\$45,361.04	-61.44%
43300	CEMETERY	\$37,475.00	\$2,162.84	\$35,312.16	94.23%
44100	PROJECT	\$50,000.00	\$0.00	\$50,000.00	100.00%
<b>FUND 101 GENERAL</b>		<b>\$2,755,443.00</b>	<b>\$2,009,130.52</b>	<b>\$746,312.48</b>	<b>27.09%</b>
<b>FUND 208 PRISON SEWER PROJECT</b>					
44100	PROJECT	\$0.00	\$0.00	\$0.00	0.00%
<b>FUND 208 PRISON SEWER PROJECT</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>FUND 209 DEVELOPER REIMBURSED PROJECTS</b>					
41911	BAYTOWN DEVELOPMEN	\$0.00	\$0.00	\$0.00	0.00%
41912	INSPIRATION	\$0.00	\$0.00	\$0.00	0.00%
41913	EMERALD FALLS	\$0.00	\$0.00	\$0.00	0.00%
<b>FUND 209 DEVELOPER REIMBURSE</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>FUND 210 K-9 UNIT</b>					
42103	K - 9 UNIT	\$0.00	\$491.28	-\$491.28	0.00%
<b>FUND 210 K-9 UNIT</b>		<b>\$0.00</b>	<b>\$491.28</b>	<b>-\$491.28</b>	<b>0.00%</b>
<b>FUND 211 LIBRARY</b>					
45500	LIBRARY	\$294,740.00	\$223,331.04	\$71,408.96	24.23%
<b>FUND 211 LIBRARY</b>		<b>\$294,740.00</b>	<b>\$223,331.04</b>	<b>\$71,408.96</b>	<b>24.23%</b>
<b>FUND 412 CEMETERY CAPITAL IMPROV</b>					

**CITY OF BAYPORT**  
**EXPENSE SUMMARY YTD THRU 10/31/2014**

10 Month = 83.40

DEPT	DEPT Descr	2014 Budget	2014 YTD Amt	Balance	2014 % of Budget Remain
41600	CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00	0.00%
43300	CEMETERY	\$0.00	\$0.00	\$0.00	0.00%
FUND 412 CEMETERY CAPITAL IMP		\$0.00	\$0.00	\$0.00	0.00%
FUND 413 POLICE EQUIPMENT FUND					
41900	CAPITAL IMPROVEMENT	\$0.00	\$0.00	\$0.00	0.00%
42100	POLICE	\$0.00	\$0.00	\$0.00	0.00%
FUND 413 POLICE EQUIPMENT FUN		\$0.00	\$0.00	\$0.00	0.00%
FUND 414 OFFICE AUTOMATION					
00000	GENERAL GOVERNMENT	\$0.00	\$0.00	\$0.00	0.00%
41400	ADMINISTRATION	\$0.00	\$0.00	\$0.00	0.00%
41910	PLANNING & ZONING	\$0.00	\$0.00	\$0.00	0.00%
42100	POLICE	\$0.00	\$0.00	\$0.00	0.00%
43100	STREET MAINT	\$0.00	\$0.00	\$0.00	0.00%
43200	PARKS	\$0.00	\$0.00	\$0.00	0.00%
46120	WATER	\$0.00	\$0.00	\$0.00	0.00%
46200	SEWER - OPERATING	\$0.00	\$0.00	\$0.00	0.00%
FUND 414 OFFICE AUTOMATION		\$0.00	\$0.00	\$0.00	0.00%
FUND 415 MUNICIPAL BLDGS MAINT					
41600	CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00	0.00%
41900	CAPITAL IMPROVEMENT	\$0.00	\$0.00	\$0.00	0.00%
41940	MUNICIPAL BUILDINGS	\$0.00	\$0.00	\$0.00	0.00%
FUND 415 MUNICIPAL BLDGS MAIN		\$0.00	\$0.00	\$0.00	0.00%
FUND 601 WATER					
41609	TCE EVAL GRANT	\$0.00	\$0.00	\$0.00	0.00%
44151	TCE WATER MAIN IMPR	\$0.00	\$4,921.06	-\$4,921.06	0.00%
46110	WATER-PUMPHOUSE	\$47,450.00	\$41,604.12	\$5,845.88	12.32%
46120	WATER	\$448,314.00	\$371,783.45	\$76,530.55	17.07%
FUND 601 WATER		\$495,764.00	\$418,308.63	\$77,455.37	15.62%
FUND 602 SEWER					
44100	PROJECT	\$0.00	\$0.00	\$0.00	0.00%
46200	SEWER - OPERATING	\$291,889.00	\$153,306.43	\$138,582.57	47.48%
46990	SEWER - NON-OPERATIN	\$400,000.00	\$366,542.29	\$33,457.71	8.36%
FUND 602 SEWER		\$691,889.00	\$519,848.72	\$172,040.28	24.87%
FUND 800 INVESTMENTS-POOLED					
00000	GENERAL GOVERNMENT	\$0.00	\$0.00	\$0.00	0.00%
47000	INTEREST EXP	\$0.00	\$0.00	\$0.00	0.00%
FUND 800 INVESTMENTS-POOLED		\$0.00	\$0.00	\$0.00	0.00%
FUND 803 P & Z ESCROWS					
41910	PLANNING & ZONING	\$0.00	\$0.00	\$0.00	0.00%
41912	INSPIRATION	\$0.00	\$0.00	\$0.00	0.00%
80001	ANDERSEN ESCROW	\$0.00	\$0.00	\$0.00	0.00%

**CITY OF BAYPORT**  
**EXPENSE SUMMARY YTD THRU 10/31/2014**

10 Month = 83.40

DEPT	DEPT Descr	2014 Budget	2014 YTD Amt	Balance	2014 % of Budget Remain
80003	BAYTOWN ANNEXATION	\$0.00	\$0.00	\$0.00	0.00%
80006	OSTERTAG VARIANCE	\$0.00	\$0.00	\$0.00	0.00%
80008	CHARLES LUTZ STREET	\$0.00	\$0.00	\$0.00	0.00%
80010	JERRY PETERSON ESCRO	\$0.00	\$0.00	\$0.00	0.00%
80011	CAPTAINS CORNER	\$0.00	\$0.00	\$0.00	0.00%
80012	FRIENDS OF ST. CROIX P	\$0.00	\$0.00	\$0.00	0.00%
80013	BAYPORT MARINA	\$0.00	\$0.00	\$0.00	0.00%
80014	GROUP 41	\$0.00	\$0.00	\$0.00	0.00%
80015	GARY SWAGER	\$0.00	\$0.00	\$0.00	0.00%
80016	PETE MILLER - PHASE 11	\$0.00	\$0.00	\$0.00	0.00%
80017	AMERICAN LEGION POST	\$0.00	\$0.00	\$0.00	0.00%
80018	MSCWM PERRO CREEK O	\$0.00	\$0.00	\$0.00	0.00%
80019	JG HAUSE CONSTRUCTI	\$0.00	\$46.00	-\$46.00	0.00%
80020	HYNNEK CUP APPLICATI	\$0.00	\$0.00	\$0.00	0.00%
80021	GORDON TELLINGHUISE	\$0.00	\$0.00	\$0.00	0.00%
80022	DUANCE JOHNSON	\$0.00	\$0.00	\$0.00	0.00%
80023	MI-TECH SERVICES, INC.	\$0.00	\$0.00	\$0.00	0.00%
80024	RICK PARENT	\$0.00	\$0.00	\$0.00	0.00%
80025	JUDY SEEBERGER	\$0.00	\$0.00	\$0.00	0.00%
80026	MIDWEST PARA TRANSI	\$0.00	\$0.00	\$0.00	0.00%
80027	CEMETARY - ST. MIKE S/	\$0.00	\$0.00	\$0.00	0.00%
80028	ASPHALT SPEC - 111 CE	\$0.00	\$0.00	\$0.00	0.00%
80029	BRIAN ZELLER	\$0.00	\$0.00	\$0.00	0.00%
80030	LARKIN HOFFMAN & LUN	\$0.00	\$0.00	\$0.00	0.00%
80031	VALLEY GREEN	\$0.00	\$0.00	\$0.00	0.00%
80040	HEFTY	\$0.00	\$0.00	\$0.00	0.00%
80041	VALLEY GREEN	\$0.00	\$0.00	\$0.00	0.00%
80042	LANDFORM/VARDE GRO	\$0.00	\$0.00	\$0.00	0.00%
80043	MAINSTREET HOLDING,	\$0.00	\$0.00	\$0.00	0.00%
80044	HAYNER PROPERTY FEAS	\$0.00	\$1,128.13	-\$1,128.13	0.00%
80045	DRH-INSPIRATION PHAS	\$0.00	\$5,173.28	-\$5,173.28	0.00%
80046	JOE BUSH/DAVID KLING	\$0.00	\$0.00	\$0.00	0.00%
80047	JANE KEYES	\$0.00	\$0.00	\$0.00	0.00%
80048	KAEMMER/VRAMBOUT	\$0.00	\$46.00	-\$46.00	0.00%
80049	AMERICAN LEGION	\$0.00	\$93.40	-\$93.40	0.00%
80050	12 POINT ROAD	\$0.00	\$2,200.36	-\$2,200.36	0.00%
80052	MILLER EXCAVATING WA	\$0.00	\$1,045.76	-\$1,045.76	0.00%
80053	CHRIS HAYNER	\$0.00	\$22.19	-\$22.19	0.00%
80054	LYNN MOST	\$0.00	\$79.75	-\$79.75	0.00%
ND 803 P & Z ESCROWS		\$0.00	\$9,834.87	-\$9,834.87	0.00%

**CITY OF BAYPORT**  
**EXPENSE SUMMARY YTD THRU 10/31/2014**  
10 Month = 83.40

DEPT	DEPT Descr	2014 Budget	2014 YTD Amt	Balance	2014 % of Budget Remain
		\$4,237,836.00	\$3,180,945.06	\$1,056,890.94	24.94%

CITY OF BAYPORT

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Period Name: OCTOBER

Search Name	FU	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
<b>FUND 101 GENERAL</b>									
<b>DEPT 41100 ELECTIONS</b>									
ECM PUBLISHERS, INC.	101	10/29/14	\$380.40	E	41100	350	ELECTION SAMPLE BALL	PRINTING & PUBL	005053
ECM PUBLISHERS, INC.	101	10/29/14	\$12.68	E	41100	350	PUBLIC ACCURANCY TES	PRINTING & PUBL	005053
ECM PUBLISHERS, INC.	101	10/29/14	\$31.70	E	41100	350	CANDIDATE VACANCIES	PRINTING & PUBL	005053
			\$424.78						
<b>DEPT 41200 MAYOR &amp; COUNCIL</b>									
ECKBERG LAMMERS	101	10/30/14	\$29.00	E	41200	300	INSPIRATION DEVELOPM	PROF SER-LEGAL	005052
ECKBERG LAMMERS	101	10/30/14	\$72.50	E	41200	300	INSPIRATION DEVELOPM	PROF SER-LEGAL	005052
ECKBERG LAMMERS	101	10/30/14	\$928.00	E	41200	300	GENERAL MATTERS	PROF SER-LEGAL	005052
ECKBERG LAMMERS	101	10/30/14	\$94.25	E	41200	300	206 5TH ST. ZONING VI	PROF SER-LEGAL	005052
ECKBERG LAMMERS	101	10/30/14	\$246.50	E	41200	300	CEMETARY NEW LICENS	PROF SER-LEGAL	005052
ECKBERG LAMMERS	101	10/30/14	\$108.75	E	41200	300	2ND ST S UTILITY EXTE	PROF SER-LEGAL	005052
ECKBERG LAMMERS	101	10/30/14	\$200.00	E	41200	300	ATTENDANCE CC MTG	PROF SER-LEGAL	005052
S E H	101	10/30/14	\$60.84	E	41200	301	CC MTG ATTENDANCE	PROF SER-ENGIN	005071
S E H	101	10/30/14	\$778.83	E	41200	301	STAFF MTGS 9/9 & 9/29	PROF SER-ENGIN	005071
S E H	101	10/30/14	\$1,402.50	E	41200	301	N 5TH ST GROUNDWATE	PROF SER-ENGIN	005071
S E H	101	10/30/14	\$163.14	E	41200	301	MILLER EXCAVATING RE	PROF SER-ENGIN	005071
S E H	101	10/30/14	\$163.11	E	41200	301	429 7TH ST N VACATION	PROF SER-ENGIN	005071
S E H	101	10/30/14	\$81.57	E	41200	301	REVIEW PROPOSED FEN	PROF SER-ENGIN	005071
S E H	101	10/30/14	\$163.11	E	41200	301	GRADING & PLAY STRUC	PROF SER-ENGIN	005071
COMPLETE HEALTH ENVI	101	10/29/14	\$350.00	E	41200	306	SEPT. 2014 MAINT. PLAN	PROF SER-OTHER	005051
LEAGUE OF MINNESOTA C	101	10/29/14	\$40.00	E	41200	402	11/13/14 REGIONAL MT	CONFERENCES &	005059
NORTHERN TECHNOLOGI	101	10/29/14	\$4,495.00	E	41200	540	5TH ST. NO GROUNDWA	CONTINGENCY	005067
			\$9,377.10						
<b>DEPT 41240 RECYCLING</b>									
WINDERMAN, MR JOHN	101	10/23/14	\$30.00	E	41240	370	OCTOBER 2014 RECYCLI	RECYCLING INCE	005084
			\$30.00						
<b>DEPT 41400 ADMINISTRATION</b>									
TR COMPUTER SALES LLC	101	10/29/14	\$30.00	E	41400	416	LOOK@IT SERVER MONI	REPAIR/MAINT OF	005077
TR COMPUTER SALES LLC	101	10/29/14	\$215.17	E	41400	416	HOSTED (RENEWAL) TRE	REPAIR/MAINT OF	005077
TR COMPUTER SALES LLC	101	10/29/14	\$67.50	E	41400	416	OCT. 2014 MTHLY STOR	REPAIR/MAINT OF	005077
TR COMPUTER SALES LLC	101	10/29/14	\$56.25	E	41400	416	COMPUTER CONSULTAN	REPAIR/MAINT OF	005077
LEAGUE OF MINNESOTA C	101	10/28/14	\$40.00	E	41400	433	2014 REGIONAL MTGS/L	DUES & MEMBERS	005027
			\$408.92						
<b>DEPT 41910 PLANNING &amp; ZONING</b>									
HOLIDAY FLEET	101	10/06/14	\$199.96	E	41910	212	SEPT. 2014 FUEL CHARG	MOTOR FUELS & L	1137680
TR COMPUTER SALES LLC	101	10/29/14	\$46.87	E	41910	416	COMPUTER CONSULTAN	REPAIR/MAINT OF	005077
TR COMPUTER SALES LLC	101	10/29/14	\$25.00	E	41910	416	LOOK@IT SERVER MONI	REPAIR/MAINT OF	005077
TR COMPUTER SALES LLC	101	10/29/14	\$179.31	E	41910	416	HOSTED (RENEWAL) TRE	REPAIR/MAINT OF	005077
TR COMPUTER SALES LLC	101	10/29/14	\$56.25	E	41910	416	OCT. 2014 MTHLY STOR	REPAIR/MAINT OF	005077
			\$507.39						
<b>DEPT 41940 MUNICIPAL BUILDINGS</b>									
JOHNSON, CHAD	101	10/29/14	\$325.00	E	41940	302	OCT. 2014 CLEANING SE	CONTRACT SERVI	005057
COMCAST	101	10/28/14	\$63.77	E	41940	321	NOV 2014 HIGH-SPEED I	COMMUNICATION	005016
OFFICE OF ENT TECHNOL	101	10/23/14	\$450.61	E	41940	321	PHONES/CITY HALL	COMMUNICATION	005068
XCEL	101	10/02/14	\$692.55	E	41940	380	GAS & ELECTRIC SERVIC	ELECTRIC SERVIC	1137693
XCEL	101	10/02/14	\$113.42	E	41940	381	GAS & ELECTRIC SERVIC	FUEL FOR HEAT	1137693
MINNESOTA ELEVATOR	101	10/29/14	\$150.04	E	41940	420	OCT. MTHLY BILLING/CI	R & M BLDGS, ST	005065
ANDERSON HEATING	101	10/29/14	\$7,810.00	E	41940	530	CITY HALL ROOFTOP RE	CAPITAL ASSETS	005042

CITY OF BAYPORT

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Period Name: OCTOBER

Search Name	FU	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr	
<b>DEPT 41940 MUNICIPAL BUILDING</b>			\$9,605.39							
<b>DEPT 42100 POLICE</b>										
STREICHERS	101	10/06/14	\$53.98	E	42100	202	SWAT UNIFORMS-MILLE	UNIFORMS - MISC	1137688	
U S BANK VISA	101	10/28/14	\$95.00	E	42100	202	INTOXIMETERS	UNIFORMS - MISC	005037	
STREICHERS	101	10/29/14	\$99.98	E	42100	202	UNIFORMS/POLICE DEPT	UNIFORMS - MISC	005074	
BAYPORT TRANSMISSION	101	10/29/14	\$25.00	E	42100	212	2009 DODGE CHARGER/	MOTOR FUELS & L	005044	
WASHINGTON COUNTY S	101	10/15/14	\$1,665.80	E	42100	212	SEPT. 2014 FUEL CHGS/P	MOTOR FUELS & L	005015	
BAYPORT TRANSMISSION	101	10/23/14	\$25.00	E	42100	212	2009 DODGE CHARGER/F	MOTOR FUELS & L	005044	
STILLWATER TOWING IN	101	10/06/14	\$421.34	E	42100	220	FORD FISCO # 425DGH	OPERATING SUPP	1137687	
STILLWATER TOWING IN	101	10/06/14	\$125.00	E	42100	220	SATURN #114502218	OPERATING SUPP	1137687	
STILLWATER TOWING IN	101	10/06/14	\$125.00	E	42100	220	HONDA ACORD #114502	OPERATING SUPP	1137687	
ECKBERG LAMMERS	101	10/06/14	\$2,364.48	E	42100	300	PROSECUTION/POLICE D	PROF SER-LEGAL	1137676	
U S BANK VISA	101	10/28/14	\$29.95	E	42100	306	EXPERIAN	PROF SER-OTHER	005037	
STILLWATER MEDICAL GR	101	10/15/14	\$52.00	E	42100	306	OCH VACCINE - ROETTG	PROF SER-OTHER	005009	
EASTMAN, LAURA	101	10/28/14	\$20.75	E	42100	306	REFUND TITLE TRANSFE	PROF SER-OTHER	005018	
VERIZON WIRELESS	101	10/15/14	\$210.06	E	42100	321	PHONES/POLICE DEPT.	COMMUNICATION	005014	
THOMAS REUTERS - WES	101	10/15/14	\$134.83	E	42100	321	INFORMATION CHGS/PO	COMMUNICATION	005010	
VERIZON WIRELESS	101	10/14/14	\$68.92	E	42100	321	PHONES/POLICE DEPT.	COMMUNICATION	005014	
WASHINGTON COUNTY S	101	10/02/14	\$1,125.00	E	42100	391	QTR3-14 MDC'S/POLICE	SHARED AUTOMA	1137692	
WASHINGTON COUNTY S	101	10/02/14	\$6,302.29	E	42100	391	QTR3-14 ALERTS & QTR	SHARED AUTOMA	1137692	
U S BANK VISA	101	10/28/14	\$75.00	E	42100	403	BCA TRAINING EDUCATI	POLICE TRAINING	005037	
DVS RENEWAL	101	10/27/14	\$142.00	E	42100	412	2009 DODGE/POLICE DE	REP & MAINT VEH	005017	
U S BANK VISA	101	10/28/14	\$375.45	E	42100	412	DISCOUNT TIRE	REP & MAINT VEH	005037	
EMERGENCY AUTOMOTIV	101	10/15/14	\$170.00	E	42100	412	SERVICE-LABOR/POLICE	REP & MAINT VEH	005001	
BAYPORT TRANSMISSION	101	10/23/14	\$185.36	E	42100	412	2009 DODGE CHARGER/	REP & MAINT VEH	005044	
TR COMPUTER SALES LLC	101	10/29/14	\$56.25	E	42100	416	OCT. 2014 MTHLY STOR	REPAIR/MAINT OF	005077	
TR COMPUTER SALES LLC	101	10/29/14	\$25.00	E	42100	416	LOOK@IT SERVER MONI	REPAIR/MAINT OF	005077	
TR COMPUTER SALES LLC	101	10/29/14	\$46.87	E	42100	416	COMPUTER CONSULTAN	REPAIR/MAINT OF	005077	
TR COMPUTER SALES LLC	101	10/29/14	\$179.31	E	42100	416	HOSTED (RENEWAL) TRE	REPAIR/MAINT OF	005077	
<b>DEPT 42100 POLICE</b>			\$14,199.62							
<b>DEPT 42200 FIRE PROTECTION</b>										
HOLIDAY FLEET	101	10/06/14	\$1,121.25	E	42200	212	SEPT. 2014 FUEL CHARG	MOTOR FUELS & L	1137680	
U S BANK VISA	101	10/30/14	\$501.31	E	42200	220	OFFICE MAX	OPERATING SUPP	005081	
U S BANK VISA	101	10/30/14	\$14.59	E	42200	220	WALMART	OPERATING SUPP	005081	
EMERGENCY SERVICES M	101	10/28/14	\$725.00	E	42200	220	SUBSCRIPTION FEE/FIRE	OPERATING SUPP	005022	
JOHNSON, CHAD	101	10/30/14	\$175.00	E	42200	306	OCT. 2014 CLEANING SE	PROF SER-OTHER	005057	
ANCOM COMMUNICATION	101	10/29/14	\$231.00	E	42200	323	OPERATING MATERIAL/F	RADIOS-REPAIR &	005041	
XCEL	101	10/02/14	\$457.11	E	42200	380	GAS & ELECTRIC SERVIC	ELECTRIC SERVIC	1137693	
XCEL	101	10/02/14	\$58.67	E	42200	381	GAS & ELECTRIC SERVIC	FUEL FOR HEAT	1137693	
EISINGER, JAKE	101	10/28/14	\$1,132.40	E	42200	402	TRAINING CONFERENCE/	CONFERENCES &	005021	
MARK SWENSON	101	10/28/14	\$144.58	E	42200	402	MILE REIMBURSEMENT/F	CONFERENCES &	005030	
U S BANK VISA	101	10/30/14	\$1,012.00	E	42200	402	MN STATE FIRE CHIEFS	CONFERENCES &	005081	
EISINGER, ALLEN	101	10/28/14	\$114.20	E	42200	402	MILEAGE REIMBURSEME	CONFERENCES &	005020	
U S BANK VISA	101	10/30/14	\$49.72	E	42200	402	COWBOY JACKS SALOON	CONFERENCES &	005081	
U S BANK VISA	101	10/30/14	\$144.05	E	42200	402	RED LOBSTER	CONFERENCES &	005081	
SEVERSON, JASON	101	10/27/14	\$57.63	E	42200	402	EXPENSE REQUEST/FIRE	CONFERENCES &	005035	
U S BANK VISA	101	10/30/14	\$85.69	E	42200	402	MCS DUGOUT	CONFERENCES &	005081	
CENTURY COLLEGE	101	10/23/14	\$375.00	E	42200	402	BLG CONSTRUCTION AW	CONFERENCES &	005048	
U S BANK VISA	101	10/30/14	\$268.72	E	42200	402	HOLIDAY INNS	CONFERENCES &	005081	
U S BANK VISA	101	10/30/14	\$202.16	E	42200	402	HOLIDAY INNS	CONFERENCES &	005081	
U S BANK VISA	101	10/30/14	\$202.16	E	42200	402	HOLIDAY INNS	CONFERENCES &	005081	
CENTURY COLLEGE	101	10/23/14	\$225.00	E	42200	402	FIRE FIGHTER 1/FIRE DE	CONFERENCES &	005048	
U S BANK VISA	101	10/30/14	\$21.42	E	42200	412	MISTER CAR WASH	REP & MAINT VEH	005081	

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U S BANK VISA	101	10/30/14	-\$0.08	E	42200	412	REVERSE INTEREST	REP & MAINT VEH	005081
U S BANK VISA	101	10/30/14	\$21.42	E	42200	412	MISTER CAR WASH	REP & MAINT VEH	005081
U S BANK VISA	101	10/30/14	\$21.42	E	42200	412	MISTER CAR WASH	REP & MAINT VEH	005081
<b>DEPT 42200 FIRE PROTECTION</b>			\$7,361.42						
<b>DEPT 42201 FIRE STATION</b>									
ECKBERG LAMMERS	101	10/30/14	\$65.25	E	42201	300	FIRE STATION LAND	PROF SER-LEGAL	005052
S E H	101	10/30/14	\$902.77	E	42201	301	FIRE STATION	PROF SER-ENGIN	005071
LEO A DALY	101	10/28/14	\$9,790.00	E	42201	302	FIRE STATION HEADQUA	CONTRACT SERVI	005028
WASHINGTON COUNTY R	101	10/29/14	\$52.65	E	42201	350	FIRE HALL DEED/COVEN	PRINTING & PUBL	005083
<b>DEPT 42201 FIRE STATION</b>			\$10,810.67						
<b>DEPT 43100 STREET MAINT</b>									
MINNESOTA UC FUND/DE	101	10/28/14	\$525.72	E	43100	131	UNEMPLOYMENT BENEFI	CONT TO EMPLOY	001693
EISINGER, JOSH	101	10/14/14	\$59.99	E	43100	205	UNIFORMS REIMBURSEM	UNIFORMS - JOSH	1137700
HOLIDAY FLEET	101	10/06/14	\$94.11	E	43100	212	SEPT. 2014 FUEL CHARG	MOTOR FUELS & L	1137680
S E H	101	10/30/14	\$660.30	E	43100	301	DRAINAGE INVENTORY	PROF SER-ENGIN	005071
U S BANK VISA	101	10/28/14	\$50.00	E	43100	402	MINNESOTA FALL EXPO	CONFERENCES &	005037
U S BANK VISA	101	10/28/14	\$249.52	E	43100	410	GERTENS	REPAIR & MAINT	005037
TRI STATE BOBCAT INC	101	10/29/14	\$183.27	E	43100	412	BOBCAT CUTTING EDGE/	REP & MAINT VEH	005078
MAC QUEEN EQUIPMENT	101	10/30/14	-\$132.24	E	43100	412	RETURN AMBER LED LIT	REP & MAINT VEH	005062
MAC QUEEN EQUIPMENT	101	10/30/14	\$478.61	E	43100	412	MOTOR BLOWER 7 GUTT	REP & MAINT VEH	005062
SAVATREE	101	10/15/14	\$535.00	E	43100	413	471 4TH ST. S REMOVAL	TREES	005008
TR COMPUTER SALES LLC	101	10/29/14	\$35.86	E	43100	416	HOSTED (RENEWAL) TRE	REPAIR/MAINT OF	005077
TR COMPUTER SALES LLC	101	10/29/14	\$5.00	E	43100	416	LOOK@IT SERVER MONI	REPAIR/MAINT OF	005077
TR COMPUTER SALES LLC	101	10/29/14	\$11.25	E	43100	416	OCT. 2014 MTHLY STOR	REPAIR/MAINT OF	005077
TR COMPUTER SALES LLC	101	10/29/14	\$9.37	E	43100	416	COMPUTER CONSULTAN	REPAIR/MAINT OF	005077
ACTION RENTAL	101	10/30/14	\$114.00	E	43100	420	STUMP GRINDER RENTA	R & M BLDGS, ST	005039
BRYAN ROCK PRODUCTS I	101	10/15/14	\$263.01	E	43100	421	LIME ROCK GRAVEL	REPAIR & MAINT	1137696
S E H	101	10/30/14	\$35.30	E	43100	422	2014 SEAL COAT	SEALCOATING	005071
WACO PUBLIC WORKS DE	101	10/02/14	\$2,120.40	E	43100	530	CSAH 21 (56TH ST) & PI	CAPITAL ASSETS	1137691
<b>DEPT 43100 STREET MAINT</b>			\$5,298.47						
<b>DEPT 43140 HAYNER/2ND ST. S UTILITY PROJE</b>									
S E H	101	10/30/14	\$1,209.68	E	43140	301	2ND ST. S UTILITY EXTE	PROF SER-ENGIN	005071
<b>DEPT 43140 HAYNER/2ND ST. S UT</b>			\$1,209.68						
<b>DEPT 43160 STREET LIGHTING</b>									
XCEL	101	10/02/14	\$2,198.43	E	43160	380	GAS & ELECTRIC SERVIC	ELECTRIC SERVIC	1137693
<b>DEPT 43160 STREET LIGHTING</b>			\$2,198.43						
<b>DEPT 43200 PARKS</b>									
HOLIDAY FLEET	101	10/06/14	\$205.36	E	43200	212	SEPT. 2014 FUEL CHARG	MOTOR FUELS & L	1137680
T. R. F. SUPPLY	101	10/29/14	\$577.20	E	43200	220	CAN LINERS/PARK DEPT.	OPERATING SUPP	005075
TRU GREEN CHEMLAWN	101	10/15/14	\$15.75	E	43200	302	FALL TREATMENT	CONTRACT SERVI	005011
TRU GREEN CHEMLAWN	101	10/15/14	\$60.56	E	43200	302	FALL TREATMENT	CONTRACT SERVI	005011
TRU GREEN CHEMLAWN	101	10/15/14	\$60.56	E	43200	302	FALL TREATMENT	CONTRACT SERVI	005011
TRU GREEN CHEMLAWN	101	10/15/14	\$588.00	E	43200	302	FALL TREATMENT	CONTRACT SERVI	005011
TRU GREEN CHEMLAWN	101	10/15/14	\$15.75	E	43200	302	FALL TREATMENT	CONTRACT SERVI	005011
TRU GREEN CHEMLAWN	101	10/15/14	\$15.75	E	43200	302	FALL TREATMENT	CONTRACT SERVI	005011
TRU GREEN CHEMLAWN	101	10/15/14	\$231.00	E	43200	302	FALL TREATMENT	CONTRACT SERVI	005011
TRU GREEN CHEMLAWN	101	10/15/14	\$0.00	E	43200	302	FALL TREATMENT	CONTRACT SERVI	005011
TRU GREEN CHEMLAWN	101	10/15/14	\$840.00	E	43200	302	FALL TREATMENT	CONTRACT SERVI	005011
MILLER EXCAVATING	101	10/15/14	\$135.70	E	43200	410	SAND - PERRO PLAYGRO	REPAIR & MAINT	005006
FARRILLS SUNRISE	101	10/29/14	\$287.91	E	43200	410	LANDSCAPE FABRIC/PAR	REPAIR & MAINT	005054
MENARDS-STILLWATER	101	10/29/14	-\$2.04	E	43200	410	RETURN DRAIN GRATE/P	REPAIR & MAINT	005063

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MENARDS-STILLWATER	101	10/29/14	\$8.52	E	43200	410	PLUG/PARK DEPT.	REPAIR & MAINT	005063
MENARDS-STILLWATER	101	10/29/14	\$99.69	E	43200	410	PIPE & GRATE/PERRO PA	REPAIR & MAINT	005063
MENARDS-STILLWATER	101	10/29/14	-\$54.03	E	43200	410	RETURN GRATE & PLUG/	REPAIR & MAINT	005063
ACTION RENTAL	101	10/30/14	\$44.00	E	43200	410	AIR COMP RENTAL/PARK	REPAIR & MAINT	005039
ACTION RENTAL	101	10/30/14	\$50.00	E	43200	410	BUCKET RENTAL-WOOD	REPAIR & MAINT	005039
CENTRAL WOOD PRODUC	101	10/29/14	\$1,715.00	E	43200	410	PLAYGROUND CUSHION/	REPAIR & MAINT	005047
MENARDS-STILLWATER	101	10/29/14	\$2.04	E	43200	410	DRAIN CRATE/PARK DEP	REPAIR & MAINT	005063
CROSS NURSERIES	101	10/15/14	\$2,377.20	E	43200	413	TREES & SHRUB/PARK D	TREES	1137698
LINNER ELECTRIC	101	10/29/14	\$1,081.70	E	43200	414	ELECTRICAL REPAIR/PAR	REPAIR & MAINT	005060
TR COMPUTER SALES LLC	101	10/29/14	\$9.37	E	43200	416	COMPUTER CONSULTAN	REPAIR/MAINT OF	005077
TR COMPUTER SALES LLC	101	10/29/14	\$11.25	E	43200	416	OCT. 2014 JTHLY STOR	REPAIR/MAINT OF	005077
TR COMPUTER SALES LLC	101	10/29/14	\$5.00	E	43200	416	LOOK@IT SERVER MONI	REPAIR/MAINT OF	005077
TR COMPUTER SALES LLC	101	10/29/14	\$35.86	E	43200	416	HOSTED (RENEWAL) TRE	REPAIR/MAINT OF	005077
U S BANK VISA	101	10/28/14	\$2.87	E	43200	420	MENARDS	R & M BLDGS, ST	005037
LINNER ELECTRIC	101	10/01/14	\$1,341.35	E	43200	420	ELECTRICAL REPAIR # 3	R & M BLDGS, ST	1137684
U S BANK VISA	101	10/28/14	\$22.32	E	43200	420	MENARDS	R & M BLDGS, ST	005037
TYCO INTEGRATED SECU	101	10/15/14	\$335.26	E	43200	420	ANNUAL SERVICE CHG./P	R & M BLDGS, ST	005012
U S BANK VISA	101	10/28/14	\$29.94	E	43200	420	MENARDS	R & M BLDGS, ST	005037
AIR FRESH PORTABLE TOI	101	10/29/14	\$78.75	E	43200	425	RIVERSIDE 10/22/14-11/	SATILLITIES	005040
AIR FRESH PORTABLE TOI	101	10/29/14	\$157.50	E	43200	425	BARKERS ALPS 10/24/14	SATILLITIES	005040
AIR FRESH PORTABLE TOI	101	10/29/14	\$78.75	E	43200	425	TENNIS CT 10/24/14-11/	SATILLITIES	005040
<b>DEPT 43200 PARKS</b>			<u>\$10,463.84</u>						
<b>FUND 101 GENERAL</b>			<u>\$71,895.71</u>						
<b>ND 202 DRUG FORFEITURE</b>									
<b>DEPT 42101 DARE EXPENDITURES</b>									
ECKBERG LAMMERS	202	10/27/14	\$564.37	E	42101	449	2006 PONTIAC CASE#11	DRUG FORFITURE	005019
<b>DEPT 42101 DARE EXPENDITURES</b>			<u>\$564.37</u>						
<b>FUND 202 DRUG FORFEITURE</b>			<u>\$564.37</u>						
<b>FUND 207 PARK IMPROVEMENT FUND</b>									
<b>DEPT 44100 PROJECT</b>									
LOUCKS ASSOCIATES	207	10/29/14	\$496.96	E	44100	306	PERRO PARK PHASE 2	PROF SER-OTHER	005061
GEORGE SIEGFRIED CON	207	10/27/14	\$56,291.30	E	44100	306	PERRO PARK PHASE 2 SI	PROF SER-OTHER	005024
<b>DEPT 44100 PROJECT</b>			<u>\$56,788.26</u>						
<b>FUND 207 PARK IMPROVEMENT FUND</b>			<u>\$56,788.26</u>						
<b>FUND 211 LIBRARY</b>									
<b>DEPT 45500 LIBRARY</b>									
BAKER & TAYLOR	211	10/29/14	\$485.65	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	005043
BAKER & TAYLOR	211	10/29/14	\$114.54	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	005043
BAKER & TAYLOR	211	10/29/14	\$168.42	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	005043
BAKER & TAYLOR	211	10/29/14	\$26.00	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	005043
BAKER & TAYLOR	211	10/29/14	\$248.01	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	005043
BAKER & TAYLOR	211	10/29/14	\$369.66	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	005043
BAKER & TAYLOR	211	10/29/14	\$115.49	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	005043
BAKER & TAYLOR	211	10/29/14	\$137.00	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	005043
BAKER & TAYLOR	211	10/29/14	\$235.05	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	005043
BAKER & TAYLOR	211	10/29/14	\$464.72	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	005043
BAKER & TAYLOR	211	10/29/14	\$110.10	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	005043
SHARON SIPPEL	211	10/29/14	\$1,875.00	E	45500	302	OCT 2014 CLEANING SE	CONTRACT SERVI	005072
KINDER MELODIES	211	10/29/14	\$675.00	E	45500	302	STORY TIME/LIBRARY	CONTRACT SERVI	005058
COMCAST	211	10/29/14	\$85.55	E	45500	321	NOV 2014 HIGH-SPEED I	COMMUNICATION	005049

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OFFICE OF ENT TECHNOL	211	10/29/14	\$162.29	E	45500	321	PHONE/LIBRARY DEPT.	COMMUNICATION	005068
XCEL	211	10/02/14	\$1,037.59	E	45500	380	GAS & ELECTRIC SERVIC	ELECTRIC SERVIC	1137693
XCEL	211	10/02/14	\$56.64	E	45500	381	GAS & ELECTRIC SERVIC	FUEL FOR HEAT	1137693
WASHINGTON COUNTY LI	211	10/29/14	\$19.99	E	45500	391	3RD QTR 2014 LOST/DA	SHARED AUTOMA	005082
WASHINGTON COUNTY LI	211	10/29/14	\$141.45	E	45500	391	RENEWAL ANTIVIRUS/LI	SHARED AUTOMA	005082
BLANDO, MARK	211	10/29/14	\$117.60	E	45500	400	MILEAGE REIMBURSEME	USE OF PERSONA	005045
BLANDO, MARK	211	10/29/14	\$284.78	E	45500	402	ROOM - MANKATO CONF	CONFERENCES &	005045
TOSHIBA BUSINESS SOLU	211	10/29/14	\$286.43	E	45500	416	MTHLY CONTRACT FEE/L	REPAIR/MAINT OF	005076
PLUNKETT S PEST CONTR	211	10/29/14	\$107.40	E	45500	420	INSECTS & MICE CONTR	R & M BLDGS, ST	005069
MINNESOTA ELEVATOR	211	10/29/14	\$157.23	E	45500	420	MTHLY SERVICE BILLING	R & M BLDGS, ST	005065
COMMERCIAL STEAM TEA	211	10/29/14	\$693.84	E	45500	420	CARPET CLEANING/LIBR	R & M BLDGS, ST	005050
TRU GREEN CHEMLAWN	211	10/29/14	\$50.61	E	45500	420	LAWN SERVICE/LIBRARY	R & M BLDGS, ST	005079
RONALD JACOB	211	10/29/14	\$50.00	E	45500	420	SPRINKLER BLOW OUT/L	R & M BLDGS, ST	005070
<b>DEPT 45500 LIBRARY</b>			<b>\$8,276.04</b>						
<b>FUND 211 LIBRARY</b>			<b>\$8,276.04</b>						
<b>FUND 303 GO TIF BOND 1990 DEBT SERVICE</b>									
<b>DEPT 41903 DEBT SERVICE</b>									
U S BANK TRUST N.A.	303	10/23/14	\$150,000.00	E	41903	850	2001 GO BONDS-PRIN &	DEBT SERVICE - P	005080
U S BANK TRUST N.A.	303	10/23/14	\$9,895.00	E	41903	860	INTEREST	DEBT SERVICE - I	005080
<b>DEPT 41903 DEBT SERVICE</b>			<b>\$159,895.00</b>						
<b>FUND 303 GO TIF BOND 1990 DEBT SE</b>			<b>\$159,895.00</b>						
<b>FUND 601 WATER</b>									
<b>DEPT 46110 WATER-PUMPHOUSE</b>									
XCEL	601	10/02/14	\$2,654.39	E	46110	380	GAS & ELECTRIC SERVIC	ELECTRIC SERVIC	1137693
XCEL	601	10/02/14	\$75.37	E	46110	381	GAS & ELECTRIC SERVIC	FUEL FOR HEAT	1137693
HAWKINS WATER	601	10/01/14	\$126.50	E	46110	419	BLEEDER - PHOSPHATE F	REPAIR & MAINT	1137678
<b>DEPT 46110 WATER-PUMPHOUSE</b>			<b>\$2,856.26</b>						
<b>DEPT 46120 WATER</b>									
HOLIDAY FLEET	601	10/06/14	\$545.14	E	46120	212	SEPT. 2014 FUEL CHARG	MOTOR FUELS & L	1137680
U S BANK VISA	601	10/28/14	\$7.55	E	46120	216	USPS	CHEMICALS AND	005037
U S BANK VISA	601	10/28/14	\$17.51	E	46120	216	THE UPS STORE	CHEMICALS AND	005037
MVTL	601	10/29/14	\$54.00	E	46120	216	WATER TESTING/WATER	CHEMICALS AND	005066
HAWKINS WATER	601	10/15/14	\$35.00	E	46120	216	WATER TREATMENT - CH	CHEMICALS AND	005002
HAWKINS WATER	601	10/15/14	\$5,420.77	E	46120	216	WATER TREATMENT SUP	CHEMICALS AND	005002
S E H	601	10/30/14	\$163.11	E	46120	301	TCE WATER TREATMENT	PROF SER-ENGIN	005071
ECM PUBLISHERS, INC.	601	10/01/14	\$157.00	E	46120	302	HELP WANTED AD/WATE	CONTRACT SERVI	1137677
ONE CALL CONCEPTS	601	10/01/14	\$125.95	E	46120	307	LOCATES/WATER DEPT.	GOPHER STATE O	1137686
COMCAST	601	10/27/14	\$59.95	E	46120	321	HIGH SPEED INTERNET/	COMMUNICATION	005016
XCEL	601	10/02/14	\$2,350.03	E	46120	380	GAS & ELECTRIC SERVIC	ELECTRIC SERVIC	1137693
XCEL	601	10/02/14	\$132.84	E	46120	381	GAS & ELECTRIC SERVIC	FUEL FOR HEAT	1137693
CARQUEST OF STILLWAT	601	10/15/14	\$16.54	E	46120	412	DEGREASER/WATER DEP	REP & MAINT VEH	1137697
TRI STATE BOBCAT INC	601	10/30/14	\$191.83	E	46120	412	BOBCAT TIE ROD/WATE	REP & MAINT VEH	005078
FASTENAL	601	10/27/14	\$18.26	E	46120	412	SHOP SUPPLIES/WATER	REP & MAINT VEH	005023
TR COMPUTER SALES LLC	601	10/29/14	\$35.86	E	46120	416	HOSTED (RENEWAL) TRE	REPAIR/MAINT OF	005077
TR COMPUTER SALES LLC	601	10/29/14	\$5.00	E	46120	416	LOOK@IT SERVER MONI	REPAIR/MAINT OF	005077
TR COMPUTER SALES LLC	601	10/29/14	\$9.37	E	46120	416	COMPUTER CONSULTAN	REPAIR/MAINT OF	005077
TR COMPUTER SALES LLC	601	10/29/14	\$11.25	E	46120	416	OCT. 2014 MTHLY STOR	REPAIR/MAINT OF	005077
HD SUPPLY WATERWORK	601	10/01/14	\$293.59	E	46120	419	1" WATER METER/WATE	REPAIR & MAINT	1137679
HD SUPPLY WATERWORK	601	10/29/14	\$293.97	E	46120	419	1' WATER METER/WATE	REPAIR & MAINT	005056
STILLWATER MOTORS	601	10/29/14	\$274.89	E	46120	419	TIRE 2010 CHEV/WATER	REPAIR & MAINT	005073
ACTION RENTAL	601	10/01/14	\$475.96	E	46120	431	EXCAVATOR RENTAL/WA	RENTAL OF EQUIP	1137675

CITY OF BAYPORT

10/30/14 2:23 PM

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MONTHLY EXPENSES 1137675-1137700// 5001-5084

Period Name: OCTOBER

Search Name	FU	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
<b>DEPT 46120 WATER</b>			\$10,695.37						
<b>FUND 601 WATER</b>			\$13,551.63						
<b>FUND 602 SEWER</b>									
<b>DEPT 46200 SEWER - OPERATING</b>									
U S BANK VISA	602	10/28/14	\$153.94	E	46200	220	KANO LABORATORIES	OPERATING SUPP	005037
U S BANK VISA	602	10/28/14	\$72.82	E	46200	220	MENARDS	OPERATING SUPP	005037
U S BANK VISA	602	10/28/14	\$6.74	E	46200	220	ACE HARDWARE	OPERATING SUPP	005037
U S BANK VISA	602	10/28/14	\$22.50	E	46200	240	TWIN CITY HARDWARE	SMALL TOOLS-EQ	005037
U S BANK VISA	602	10/28/14	\$25.05	E	46200	240	TOOLMART, INC	SMALL TOOLS-EQ	005037
MENARDS-STILLWATER	602	10/15/14	\$124.41	E	46200	240	OPERATING SUPPLIES/S	SMALL TOOLS-EQ	005005
S E H	602	10/30/14	\$195.74	E	46200	301	SEWER CLEANING PROJE	PROF SER-ENGIN	005071
AIR FRESH PORTABLE TOI	602	10/29/14	\$35.00	E	46200	302	12/26/14	CONTRACT SERVI	005040
AIR FRESH PORTABLE TOI	602	10/29/14	\$35.00	E	46200	302	12/12/14	CONTRACT SERVI	005040
CARQUEST OF STILLWAT	602	10/30/14	\$5.45	E	46200	412	10 GAUGE WIRE/SEWER	REP & MAINT VEH	005046
TR COMPUTER SALES LLC	602	10/29/14	\$9.40	E	46200	416	COMPUTER CONSULTAN	REPAIR/MAINT OF	005077
TR COMPUTER SALES LLC	602	10/29/14	\$11.25	E	46200	416	OCT. 2014 MTHLY STOR	REPAIR/MAINT OF	005077
TR COMPUTER SALES LLC	602	10/29/14	\$5.00	E	46200	416	LOOK@IT SERVER MONI	REPAIR/MAINT OF	005077
TR COMPUTER SALES LLC	602	10/29/14	\$35.88	E	46200	416	HOSTED (RENEWAL) TRE	REPAIR/MAINT OF	005077
FASTENAL	602	10/29/14	\$93.28	E	46200	419	HARDWARE/SEWER DEP	REPAIR & MAINT	005055
ACTION RENTAL	602	10/15/14	\$162.50	E	46200	419	BOOM LIFT/SEWER DEPT	REPAIR & MAINT	1137694
ANDERSON HEATING	602	10/29/14	\$300.00	E	46200	419	RADIO ANTENNA/SEWER	REPAIR & MAINT	005042
<b>DEPT 46200 SEWER - OPERATING</b>			\$1,293.96						
<b>DEPT 46990 SEWER - NON-OPERATING</b>									
METROPOLITAN COUNCIL	602	10/29/14	\$30,570.58	E	46990	434	NOV 2014 MTHLY ANNU	STATE FEES FOR	005064
METROPOLITAN COUNCIL	602	10/28/14	\$30,265.91	E	46990	434	JUNE 2013 ANNUAL MTH	STATE FEES FOR	005031
METROPOLITAN COUNCIL	602	10/28/14	\$30,570.58	E	46990	434	MARCH 2014 MTHLY AN	STATE FEES FOR	005031
<b>DEPT 46990 SEWER - NON-OPERAT</b>			\$91,407.07						
<b>FUND 602 SEWER</b>			\$92,701.03						
<b>FUND 803 P &amp; Z ESCROWS</b>									
<b>DEPT 80045 DRH-INSPIRATION PHASE II PLAT</b>									
S E H	803	10/30/14	\$575.43	E	80045	301	INSPIRATION PHASE 3A	PROF SER-ENGIN	005071
<b>DEPT 80045 DRH-INSPIRATION PH</b>			\$575.43						
<b>DEPT 80053 CHRIS HAYNER</b>									
ECM PUBLISHERS, INC.	803	10/29/14	\$22.19	E	80053	350	220 1ST AVE SO/CHRIS	PRINTING & PUBL	005053
<b>DEPT 80053 CHRIS HAYNER</b>			\$22.19						
<b>DEPT 80054 LYNN MOST</b>									
ECKBERG LAMMERS	803	10/30/14	\$79.75	E	80054	300	243 3RD ST. NO -LYNN	PROF SER-LEGAL	005052
<b>DEPT 80054 LYNN MOST</b>			\$79.75						
<b>FUND 803 P &amp; Z ESCROWS</b>			\$677.37						
			\$404,349.41						

## 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: October, 2014

Printed:10/30/2014

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<b>Permit Number:</b> BP2014-77	<b>Filing Date:</b> 10/8/2014
<b>Parcel Address:</b> 348 Minnesota Street So.	Bayport, MN 55003
<b>Applicant:</b> DW SAMPSON CONST. DW SAMPSON CONST. SERVICES RESIDENTIAL	<b>Applicant Phone:</b> 612-221-5884
<b>Construction Value:</b> \$19,000.00	<b>Total Fees:</b> \$339.00

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<b>Permit Number:</b> BP2014-78	<b>Filing Date:</b> 10/8/2014
<b>Parcel Address:</b> 466 PERRO CREEK DRIVE	BAYPORT, MN 55003
<b>Applicant:</b> JEFF OSWALD OWNER OWNER	<b>Applicant Phone:</b>
<b>Construction Value:</b> \$600.00	<b>Total Fees:</b> \$51.61

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<b>Permit Number:</b> BP2014-79	<b>Filing Date:</b> 10/14/2014
<b>Parcel Address:</b> 725 3RD Ave. N.	BAYPORT, MN 55003
<b>Applicant:</b> PETE & ANN HUDSON OWNER OWNER	<b>Applicant Phone:</b>
<b>Construction Value:</b> \$2,500.00	<b>Total Fees:</b> \$89.75

---

<b>Permit Number:</b> BP2014-80	<b>Filing Date:</b> 10/14/2014
<b>Parcel Address:</b> 185 STATE Street N.	BAYPORT, MN 55003
<b>Applicant:</b> J. G. HAUSE CONSTRUCTION J. G. HAUSE CONSTRUCTION RESIDENTIAL	<b>Applicant Phone:</b> 651-439-0189
<b>Construction Value:</b> \$8,350.00	<b>Total Fees:</b> \$191.17

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<b>Permit Number:</b> BP2014-81	<b>Filing Date:</b> 10/14/2014
<b>Parcel Address:</b> 247 5TH Ave. N.	BAYPORT, MN 55003
<b>Applicant:</b> DAVID WALTERS OWNER OWNER	<b>Applicant Phone:</b>
<b>Construction Value:</b> \$3,000.00	<b>Total Fees:</b> \$95.00

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**Building Permit Log**

For: October, 2014

Printed:10/30/2014

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**Permit Number:** BP2014-82  
**Parcel Address:** 320 5TH Ave. N.  
**Applicant:** ST CROIX FIRE & SAFETY INC  
ST CROIX FIRE & SAFETY INC FIRE SUPPRESSION  
**Construction Value:** \$2,250.00  
**Filing Date:** 10/14/2014  
BAYPORT, MN 55003  
**Applicant Phone:** 651-248-5067  
**Total Fees:** \$222.14

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**Permit Number:** BP2014-83  
**Parcel Address:** 140 Maine Street N.  
**Applicant:** JTR ROOFING, INC.  
JTR ROOFING, INC. RESIDENTIAL BUILDER  
**Construction Value:** \$12,000.00  
**Filing Date:** 10/21/2014  
Bayport, MN 55003  
**Applicant Phone:** 651-777-7394  
**Total Fees:** \$232.25

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**Permit Number:** BP2014-84  
**Parcel Address:** 645 3RD Ave. S.  
**Applicant:** J. G. HAUSE CONSTRUCTION  
J. G. HAUSE CONSTRUCTION RESIDENTIAL  
**Construction Value:** \$8,000.00  
**Filing Date:** 10/28/2014  
BAYPORT, MN 55003  
**Applicant Phone:** 651-439-0189  
**Total Fees:** \$171.25

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**Permit Number:** BP2014-85  
**Parcel Address:** 200 5th Avenue So.  
**Applicant:** TUFF SHED  
TUFF SHED COMMERCIAL & RESIDENTIAL  
**Construction Value:** \$8,000.00  
**Filing Date:** 10/28/2014  
Bayport, MN 55003  
**Applicant Phone:** 952-224-7225  
**Total Fees:** \$271.71

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**Permit Number:** BP2014-86  
**Parcel Address:** 970 Pickett Street N.  
**Applicant:** PARKOS CONSTRUCTION  
PARKOS CONSTRUCTION COMPANY General  
**Construction Value:** \$388,560.00  
**Filing Date:** 10/30/2014  
Bayport, MN 55003  
**Applicant Phone:** 651-455-0031  
**Total Fees:** \$3,682.72

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**Permit Number:** MC2014-41  
**Parcel Address:** 1002 INSPIRATION PARKWAY  
**Applicant:** LOFGREN HEATING & AC  
LOFGREN HEATING & AC MECHANICAL  
**Construction Value:** \$9,000.00  
**Filing Date:** 10/6/2014  
BAYPORT, MN 55003  
**Applicant Phone:** 952-431-5811  
**Total Fees:** \$80.00

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## Building Permit Log

For: October, 2014

Printed:10/30/2014

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**Permit Number:** MC2014-42  
**Parcel Address:** 253 5TH St. N.  
**Applicant:**PERFECTION HEATING & AIR  
PERFECTION HEATING & AIR CONDITIONING  
**Construction Value:**\$2,800.00  
**Filing Date:** 10/8/2014  
BAYPORT, MN 55003  
**Applicant Phone:** 651-777-7620  
**Total Fees:** \$80.00

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**Permit Number:** MC2014-43  
**Parcel Address:** 128 4TH St. S.  
**Applicant:**AIR MASTERS HVAC  
AIR MASTERS HVAC MECHANICAL  
**Construction Value:**\$5,000.00  
**Filing Date:** 10/9/2014  
BAYPORT, MN 55003  
**Applicant Phone:** 651-455-6324  
**Total Fees:** \$80.00

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**Permit Number:** MC2014-44  
**Parcel Address:** 173 5th Street So.  
**Applicant:**MASTER GAS FITTERS, INC.  
MASTER GAS FITTERS, INC. MECHANICAL-GAS  
**Construction Value:**\$3,850.00  
**Filing Date:** 10/14/2014  
Bayport, MN 55003  
**Applicant Phone:** 651-748-8277  
**Total Fees:** \$85.00

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**Permit Number:** MC2014-45  
**Parcel Address:** 1002 INSPIRATION PARKWAY  
**Applicant:**FIRESIDE HEARTH & HOME  
FIRESIDE HEARTH & HOME TECHNOLOGIES, INC.  
**Construction Value:**\$2,336.00  
**Filing Date:** 10/21/2014  
BAYPORT, MN 55003  
**Applicant Phone:** 651-633-1042  
**Total Fees:** \$80.00

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**Permit Number:** PL2014-39  
**Parcel Address:** 423 4th Street So.  
**Applicant:**ED BROWN PLUMBING LLC  
ED BROWN PLUMBING LLC Plumber  
**Construction Value:**\$500.00  
**Filing Date:** 10/28/2014  
Bayport, MN 55003  
**Applicant Phone:** 715-328-0827  
**Total Fees:** \$80.00

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**Permit Number:** PL2014-40  
**Parcel Address:** 340 PERIWINKLE Place  
**Applicant:**DUSTY'S DRAIN CLEANING  
DUSTY'S DRAIN CLEANING Plumber  
**Construction Value:**\$9,575.00  
**Filing Date:** 10/29/2014  
BAYPORT, MN 55003  
**Applicant Phone:** 763-286-8741  
**Total Fees:** \$80.00

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## Building Permit Log

For: October, 2014

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**Permit Number:** TS2014-6

**Parcel Address:** 101 5th Avenue So.

**Applicant:**MALLARD'S

**Filing Date:** 10/14/2014

Bayport, MN 55003

**Applicant Phone:** 651-353-0251

**Construction Value:**

**Total Fees:** \$25.00

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**Minnesota Department of Transportation**

**Metro District  
Waters Edge  
1500 West County Road B-2  
Roseville, MN 55113**

Date: October 10, 2014

City of Bayport  
Attn: City Administrator  
294 North 3<sup>rd</sup> Street  
Bayport, MN 55003

**RE: Snow Removal on Trunk Highways within Municipalities**

To Whom It May Concern,

Joint snow removal by cities, municipalities and the Minnesota Department of Transportation (MnDOT) on trunk highways within cities and municipalities, primarily within business areas, has again been authorized for the upcoming winter season.

The basis of this joint agreement is that MnDOT pays for all loading costs and the city pays for all truck hauling costs. The operation of loading snow includes all necessary windrowing to facilitate the actual loading of the snow into city/municipality trucks. Loading, or a part thereof, may be done with MnDOT units if available.

The following practice has been established in connection with snow removal at all times:

Municipal authorities shall furnish MnDOT with a description and hourly rental rate of publicly-owned equipment available for that purpose and under their control on the enclosed forms: Informal Bid for Services and Rentals and Certificate of Insurance.

To expedite the renting of privately-owned local equipment customarily employed for this purpose by cities/municipalities, we would appreciate it if you will have the owner submit a Rental offer and equipment Insurance Certificate on these same forms. **The MnDOT sub-area supervisor shall be notified by your Public Works Department of your intention to perform such work so as to enable him/her to determine if MnDOT loading equipment is available, or to record time for city/municipally controlled equipment furnished at MnDOT's request and expense.**

Loading and hauling equipment should be kept in balance to eliminate costly unproductive waiting time for equipment furnished by both parties.

MnDOT owned equipment for this purpose will be available only when requirements of snow and ice removal on the Trunk Highway/Interstate system, as a whole, have been met.

An Equal Opportunity Employer



Requests, by the city/municipality for reimbursement of authorized snow removal should be submitted on agency letterhead and include the following information on a monthly basis. **Final reimbursements shall be submitted by May 13, 2015. Failure to meet deadline submittal may result in no reimbursement of services rendered.**

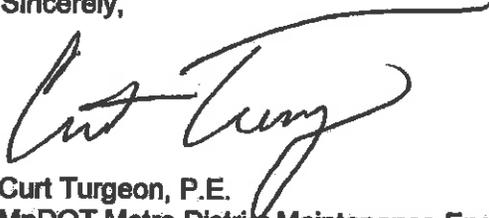
- Please submit your primary contact; name, number and email address on the reimbursement request.
- We would like all correspondence to and from cities and municipalities to be handled via email to Lynn Tschida at [Lynn.Tschida@state.mn.us](mailto:Lynn.Tschida@state.mn.us)

If no loading equipment is available, please notify your MnDOT truck station contact from the enclosed list and we will work with your agency to make the best possible alternative arrangement.

**Your cooperation in completing rental agreements by November 20, 2014 will be appreciated.**

If you have any questions, please contact MnDOT Clear Roadways Assistant, Lynn Tschida at 651-234-7933.

Sincerely,



Curt Turgeon, P.E.  
MnDOT Metro District Maintenance Engineer  
[Curt.Turgeon@state.mn.us](mailto:Curt.Turgeon@state.mn.us)  
Waters Edge Building  
1500 West County Road B2  
Roseville, MN 55113

Enclosures (3)

Cc: Greg Coughlin, MnDOT Metro - Director of Traffic and Maintenance  
Mark Fischbach, MnDOT Metro - Clear Roadways Superintendent  
Jim Michael, MnDOT Metro - Northeast Region Superintendent  
Beryl Board, MnDOT Metro - Oakdale Truck Station Supervisor  
(File)

An Equal Opportunity Employer





**Minnesota Department of Transportation  
INFORMAL BID FOR SERVICES AND RENTALS**

**INSTRUCTIONS:** Prepare one copy for each unit bid. Send to the Area maintenance Office.\*

**THE UNDERSIGNED AGREES TO FURNISH THE FOLLOWING EQUIPMENT AT THE RATE BID AND ACCORDING TO THE FOLLOWING PROVISIONS:**

**For completion by Mn/DOT:**

1. The earnings under this bid are limited to \$15,000 for competitive bids (3 bids where practical).
2. The rental rate shall include all supplies necessary, except as noted, to operate the equipment and maintain it in proper order, and \_\_\_\_\_ Be vendor operated; or \_\_\_\_\_ Be Mn/DOT operated with supplies noted in the description space below. (Check appropriate blank)
3. When owner provides the operator, she/he shall furnish to the Area Maintenance Office a Certification of Insurance for:
  - a. Public Liability and Property Damage coverage to cover this equipment.
  - b. Worker's Compensation coverage as required by State law, covering workers furnished by the owner.
 Payment will not be made for equipment rental until the insurance certificate has been furnished.
4. When Mn/DOT operated, physical damage insurance by: Self \_\_\_\_\_ Vendor \_\_\_\_\_  
 D.O.A. \_\_\_\_\_ (When D.O.A. is used, call State Equipment Engineer.)

**For completion by Owner**

Description of Equipment 2000 Caterpillar Model 924G (2.7 cubic yards)

Type Front end loader

Description Snow removal on Highway 95

Bid Rate Per Unit of Measure \$ 115.00 Unit of Measure (Completed by Mn/DOT) \_\_\_\_\_

MN Tax ID No. or Soc. Sec. No. (Name on Soc. Sec. Card if used for I.D. Number) 8020401

**OWNER** (fill in information below)

Name/Company City of Bayport Date 11/10/14

Address (city, state, zip) 294 N. 3rd St., Bayport, MN55003 Phone No. (651) 275-4404

Authorized Signature *Logan Martin* Title City Administrator

**For Department Use ONLY**

Name of Person Soliciting Bid	Title	Date
Location of Work Where Equipment Will Be Used		
Expiration Date	Accepted by	Date

\* A copy will be returned to the successful bidder after approval.

# LOUCKS ASSOCIATES

planning . engineering . land surveying . landscape architecture . environmental

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## MEMORANDUM

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**To:** Sara Taylor  
**From:** Larry Wacker  
**Subject:** Siegfried Payment Application – Perro Park Phase 2 Site Improvements  
**Date:** October 10, 2014  
**CC:**

---

Attached please find Siegfried Payment Application #2 for work on Perro Park Phase 2 Site Improvements. An original will be sent by mail.

I recommend approval of payment in the amount of the attached application - \$56,291.30.



# AIA Document G702™ - 1992

## Application and Certificate for Payment

**TO OWNER:** City of Bayport  
294 N 3rd Street  
Bayport, MN 55003

**PROJECT:** Perro Park Phase 2 Site Improvements  
3rd St N and 3rd Ave N, Bayport, MN

**FROM:** George Siegfried Construction  
CONTRACTOR: 510 Perro Creek Drive  
PO Box 84  
Bayport, MN 55003

**VIA ARCHITECT:** Loucks Associates  
365 E Kellogg Blvd  
St Paul, MN 55101

**Distribution to:** OWNER:  
ARCHITECT:  
CONTRACTOR:  
FIELD:  
OTHER:

**APPLICATION NO:** 002  
**PERIOD TO:** September 30, 2014  
**CONTRACT FOR:** General Construction  
**CONTRACT DATE:** July 16, 2014  
**PROJECT NOS:** / /

### CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM ..... \$ 126,787.00
2. NET CHANGE BY CHANGE ORDERS ..... \$ 0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2) ..... \$ 126,787.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) ..... \$ 75,004.00
5. RETAINAGE:
  - a. 5 % of Completed Work (Column D + E on G703) ..... \$ 3,650.20
  - b. 5 % of Stored Material (Column F on G703) ..... \$ 100.00
 Total Retainage (Lines 5a + 5b or Total in Column I of G703) ..... \$ 3,750.20
6. TOTAL EARNED LESS RETAINAGE ..... \$ 71,253.80  
(Line 4 Less Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT ..... \$ 14,962.50  
(Line 6 from prior Certificate)
8. CURRENT PAYMENT DUE ..... \$ 56,291.30
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) ..... \$ 55,533.20

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$ 0.00	\$ 0.00
Total approved this Month	\$ 0.00	\$ 0.00
<b>TOTALS</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>
<b>NET CHANGES by Change Order</b>	<b>\$</b>	<b>\$ 0.00</b>

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

**CONTRACTOR:** George Siegfried Const.

By: Colleen [Signature] Date: 10/21/14

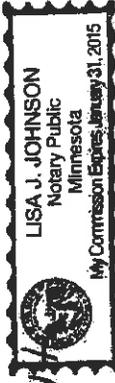
State of: Minnesota

County of: Washington

Subscribed and sworn to before me this 2nd day of October 2014

Notary Public: Lisa J. Johnson

My Commission expires: 1-31-15



### ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... \$ 56,291.30  
(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

**ARCHITECT:** Loucks Associates  
By: James W. Weber Date: 10/16/14

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.



A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD			TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G + C)		
	<b>GRAND TOTAL</b>	\$126,787.00	\$13,750.00	\$59,254.00	\$2,000.00	\$75,004.00	59.16 %	\$51,783.00	\$0.00	

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User Notes:

(124933959)



**City of Bayport**  
 294 North Third Street  
 Bayport, Minnesota 55003  
 Phone 651-275-4404  
 Fax 651-275-4411  
 www.ci.bayport.mn.us

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

A special event application form is required for individuals or organizations who wish to hold a public or private event, which includes a request for special city services or use of equipment and/or alters the general use of city property, parks, buildings, or grounds. Examples of items that would prompt a special event application include music, inflatable devices, tents, generators, food/product vendors, arbors and/or chairs, barricades, and similar items. Special event applications require City Council approval. Therefore, it is important to plan ahead and submit the application form to City Hall at least three weeks prior to a regularly scheduled City Council meeting, which is usually held the first Monday of the month. 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 requests for city services and/or equipment associated with the event.

<b>Property Information</b>	
City property:	<input type="checkbox"/> Lakeside Park <input type="checkbox"/> Barker's Alps Park <input type="checkbox"/> Perro Park <input checked="" type="checkbox"/> Village Green Park <input type="checkbox"/> Street, alley, or other city property description: _____
Private property address: _____	

<b>Applicant Information</b>	<input type="checkbox"/> Individual/For-profit organization <input checked="" type="checkbox"/> Public entity/Non-profit organization
Applicant/Contact Name:	Ross McBride, Cub Master
Organization/Business Name:	Cub Scout Pack 113
Main Phone Number:	Alternate Phone Number:
Address:	15330 Painters Ln N
City/State/Zip:	West Lakeland, MN 55082
Email Address:	mcbridecrew@gmail.com

<b>Event Information</b>	
Start Date:	Nov 22, 2014
End Date:	Nov 22, 2014
Day(s):	<input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday <input type="checkbox"/> Sunday <input checked="" type="checkbox"/> Saturday
Weekday Hours:	Weekend Hours: 8-1
Description of event, activities, location and proposed alteration of city property: The cub scouts sell holiday greenery on the village green.	

**Description of Requested City Services and/or Equipment**

**Application Requirements and Fees**

- A diagram of the premises, including proposed activities and equipment, as well as the application processing fee, must be submitted with this form to City Hall (see below for fees).
- If the event involves requested use of a park building, picnic shelter, field, or court, a separate park reservation request form and applicable fees are required to be submitted to City Hall (reservations are subject to availability).
- If the event involves cooked/prepared food or beverages, sale of produce, uncooked meat or dairy, additional licenses may be required by Washington County Public Health and/or Minnesota Department of Agriculture and must be submitted with this form. For assistance with licensing requirements, please contact 651-430-6655.
- Depending upon the event and related activities, a refundable park damage deposit fee of up to \$500.00 and a certificate of liability insurance may be required, prior to the event. Additional charges for trash receptacles, barricades, and picnic tables may also apply (see below for fees).
- All fees and expenses associated with the request are the responsibility of the applicant and/or private property owner.

**Applicant Acknowledgement and Signature**

The undersigned understands 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 applies 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.

Signature: *[Handwritten Signature]*

Date: *Oct 22 '14*

Office Use - Fees	Amount Due	Date	Payment	Staff
Processing Fee (required) \$15.00 Public entity/Non-profit \$50.00 Individual/For-profit	<input checked="" type="checkbox"/> \$15.00 <input type="checkbox"/> \$50.00	Received: <i>10/22/14</i>	<input type="checkbox"/> Cash <input checked="" type="checkbox"/> Check <i>569 GH</i>	
Rental Fees (as applicable, per applicant and/or city) \$10.00 + tax Per trash receptacle/barricade \$25.00 + tax Per picnic table	<input type="checkbox"/> \$ _____ <input type="checkbox"/> \$ _____	Invoiced: _____ Received: _____	<input type="checkbox"/> Cash <input type="checkbox"/> Check <i>suback #113</i>	
Damage Deposit (as applicable per city, up to \$500.00) Payment must be on a separate check. Notes: <i>N/A</i>	<input type="checkbox"/> \$ _____	Invoiced: _____ Received: _____ Inspected: _____	<input type="checkbox"/> Destroyed check <input type="checkbox"/> Retained deposit in the amount of \$ _____	
Certificate of Liability Insurance Required: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO Date Received:				



City of Bayport  
 294 North Third Street  
 Bayport, Minnesota 55003  
 Phone 651-275-4404  
 Fax 651-275-4411  
 www.ci.bayport.mn.us

## City of Bayport SPECIAL EVENT APPLICATION

A special event application form is required for individuals or organizations who wish to hold a public or private event, which includes a request for special city services or use of equipment and/or alters the general use of city property, parks, buildings, or grounds. Examples of items that would prompt a special event application include music, inflatable devices, tents, generators, food/product vendors, arbors and/or chairs, barricades, and similar items. Special event applications require City Council approval. Therefore, it is important to plan ahead and submit the application form to City Hall at least three weeks prior to a regularly scheduled City Council meeting, which is usually held the first Monday of the month. 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 requests for city services and/or equipment associated with the event.

<b>Property Information</b>	
City property:	<input checked="" type="checkbox"/> Lakeside Park <input type="checkbox"/> Barker's Alps Park <input type="checkbox"/> Perro Park <input type="checkbox"/> Village Green Park <input type="checkbox"/> Street, alley, or other city property description: _____
Private property address:	<u>USE OF ANDERSON PARKING LOT(S)</u>

<b>Applicant Information</b>	<input type="checkbox"/> Individual/For-profit organization <input checked="" type="checkbox"/> Public entity/Non-profit organization
Applicant/Contact Name:	<u>TOOD STRUBER</u>
Organization/Business Name:	<u>GREATER STILLWATER CHAMBER</u>
Main Phone Number:	<u>651.439.4001</u> Alternate Phone Number: <u>651.325.7642</u>
Address:	<u>200 CHESTNUT ST. E. 206</u>
City/State/Zip:	<u>STILLWATER, MN 55082</u>
Email Address:	<u>TSTRUBER@GREATERSTILLWATERCHAMBER.COM</u>

<b>Event Information</b> <u>ROCKIN' RIBS ON THE RIVER 2015</u>	
Start Date:	<u>FRI, JUNE 19<sup>TH</sup> 2015</u> End Date: <u>SAT. JUNE 20<sup>TH</sup> 2015</u>
Day(s):	<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"/> Sunday <input checked="" type="checkbox"/> Saturday
Weekday Hours:	<u>FRI 3:00 - 10:00 PM</u> Weekend Hours: <u>SAT 11 AM - 10 PM</u>

Description of event, activities, location and proposed alteration of city property:  
EVENT WILL BE LOCATED IN MAIN PARK & BALL FIELD. RIB & BBQ FOOD VENDORS, LIVE MUSIC, KIDS ACTIVITIES. BAYPORT FIRE, POLICE & NON PROFIT ORG ARE ENCOURAGED TO PARTICIPATE

**Description of Requested City Services and/or Equipment**

DURING  
EVENT NO. 1

TABLES, CHAIRS, POWER, ENTERTAINMENT, SECURITY,  
TRASH, AND TOILETS PROVIDED BY CHAMBER.  
FOOD VENDORS WILL BE PROPERLY LICENSED  
THRU STATE & WASHINGTON COUNTY. CITY  
SERVICES: WATER NEEDED STARTING FRI AM  
AND ROUTINE PATROL ON FRI NIGHT.

**Application Requirements and Fees**

- A diagram of the premises, including proposed activities and equipment, as well as the application processing fee, must be submitted with this form to City Hall (see below for fees).
- If the event involves requested use of a park building, picnic shelter, field, or court, a separate park reservation request form and applicable fees are required to be submitted to City Hall (reservations are subject to availability).
- If the event involves cooked/prepared food or beverages, sale of produce, uncooked meat or dairy, additional licenses may be required by Washington County Public Health and/or Minnesota Department of Agriculture and must be submitted with this form. For assistance with licensing requirements, please contact 651-430-8855.
- Depending upon the event and related activities, a refundable park damage deposit fee of up to \$500.00 and a certificate of liability insurance may be required, prior to the event. Additional charges for trash receptacles, barricades, and picnic tables may also apply (see below for fees).
- All fees and expenses associated with the request are the responsibility of the applicant and/or private property owner.

**Applicant Acknowledgement and Signature**

The undersigned understands 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 applies 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.

Signature: *[Handwritten Signature]* Date: 10-23-14

Office Use - Fees	Amount Due	Date	Payment	Staff
Processing Fee (required) \$15.00 Public entity/Non-profit \$50.00 Individual/For-profit	<input checked="" type="checkbox"/> \$15.00 <input type="checkbox"/> \$50.00	Received: 10/23/14	<input type="checkbox"/> Cash <input checked="" type="checkbox"/> Check 21537	KJ
Rental Fees (as applicable, per applicant and/or city) \$10.00 + tax Per trash receptacle/barricade \$25.00 + tax Per picnic table	<input type="checkbox"/> \$ _____ <input type="checkbox"/> \$ _____	Invoiced: _____ Received: _____	<input type="checkbox"/> Cash <input type="checkbox"/> Check	
Damage Deposit (as applicable per city, up to \$500.00) Payment must be on a separate check. Notes: Payable by 4/1/15	<input checked="" type="checkbox"/> \$500.00	Invoiced: _____ Received: _____ Inspected: _____	<input type="checkbox"/> Destroyed check <input type="checkbox"/> Retained deposit in the amount of \$ _____	
Certificate of Liability Insurance Required: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Date Received: When available in 2015				

Abstract of Votes Cast  
In the Precincts of the City of Bayport  
State of Minnesota  
at the 2014 State General Election  
Held Tuesday, November 4, 2014  
as compiled from the official returns.

Summary of Totals  
City of Bayport  
Tuesday, November 4, 2014 2014 State General Election

Number of persons registered as of 7 a.m.	1395
Number of persons registered on Election Day	53
Number of accepted regular, military, and overseas absentee ballots and mail ballots	70
Number of federal office only absentee ballots	0
Number of presidential absentee ballots	0
Total number of persons voting	897

Summary of Totals  
 City of Bayport  
 Tuesday, November 4, 2014 2014 State General Election

**KEY TO PARTY ABBREVIATIONS**

NP - Nonpartisan

Mayor (Bayport)

NP	WI
SUSAN ST. ORES	WRITE-IN**
690	28

Council Member at Large (Bayport) (Elect 2)

NP	NP	WI
PATRICK MCGANN	BRIAN DELISLE	WRITE-IN**
425	296	15

Detail of Election Results  
 City of Bayport  
 Tuesday, November 4, 2014 2014 State General Election

Precinct	Persons Registered as of 7 A.M.	Persons Registered on Election Day	Total Number of Persons Voting
82 0025 : BAYPORT	1395	53	897
City of Bayport Total:	1395	53	897

Detail of Election Results  
 City of Bayport  
 Tuesday, November 4, 2014 2014 State General Election

Office Title: Mayor (Bayport)

Precinct	NP	WI
82 0025 : BAYPORT	SUSAN ST. ORES 690	WRITE-IN** 28
Total:	690	28

Office Title: Council Member at Large (Bayport) (Elect 2)

Precinct	NP	WI
82 0025 : BAYPORT	PATRICK MCGANN 425	WRITE-IN** 15
Total:	425	15



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

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**DATE:** November 5, 2014  
**TO:** Mayor and City Council  
**FROM:** Logan Martin, City Administrator  
Sara Taylor, Assistant City Administrator / Planner  
**RE:** Canvassing the tabulation of votes and declaring the results from the 2014 General Election

***BACKGROUND***

The City Council is required to canvass the tabulation of votes and declare the results from the November 4, 2014 General Election for the city. The tabulation, as it relates to the Mayor and two City Council members, voted on by residents of Bayport, is as follows:

**(1) Mayor**

Susan St. Ores 634 votes

**(2) City Council members**

Brian DeLisle 279 votes  
Michele Hanson 501 votes  
Patrick McGann 392 votes

***RECOMMENDATION***

Based on the tabulation of votes, staff recommends the City Council adopt a motion to canvass and declare the winners of the following offices:

**Susan St. Ores, Mayor (2 year term)** – Term to commence January 1, 2015 and expire December 31, 2016.

**Michele Hanson, City Council member (4 year term)** – Term to commence January 1, 2015 and expire December 31, 2018.

**Patrick McGann, City Council member (4 year term)** – Term to commence January 1, 2015 and expire December 31, 2018.



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

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Date: October 27, 2014

To: Mayor and City Council

From: Logan Martin, City Administrator  
Sara Taylor, Assistant City Administrator/Planner  
John Buckley, Building Official

Re: Replacement of shingles on warming house roof at Perro Park

### ***BACKGROUND***

The existing roof on the warming house is approximately 20 years old and in severe disrepair. A recent investigation revealed the shingles are deteriorating to the extent that the roof is no longer preventing water from infiltrating into the interior of the building. To preserve the building and prevent further damage, the shingles need to be replaced.

Staff has known for the past few years that the existing shingles were nearing their life expectancy. However, because the city was in the process of prioritizing improvements for Perro Park, and investigating the possibility of constructing a new warming house, replacement of the existing shingles was postponed. Since a new warming house and/or park building has not been identified as a priority for the next several years, the shingles will need to be replaced in order to preserve the structural integrity of the building.

City staff solicited quotes for dark green traditional architectural asphalt shingles and standing seam metal panels (similar to the roof at the beach house and park shelters) and received the following:

	Architectural Asphalt Shingle	Standing Seam Metal Panel
J G Hause Construction, Inc.	\$2,925.00	\$4,985.00
Brewster & Sons Construction	\$3,695.00	\$6,225.00
Siegfried Construction	\$3,000.00	\$12,900.00

To maximize longevity and create a consistent appearance, the city has selected to use the dark green metal roof panels on recent upgrades to park buildings and picnic shelters. However, since the existing warming house building may be replaced, and the metal panels are significantly more expensive, staff feels it is in the city's best interest to use dark green architectural asphalt shingles on this particular structure, at this time. The project is anticipated to be completed over the next few weeks. Adequate funds exist in the Municipal Buildings Maintenance Fund, and staff proposes to use a portion of these funds for this project.

### ***RECOMMENDATION***

Staff recommends the City Council adopt a motion authorizing the replacement of the shingles on the warming house roof at Perro Park with new dark green architectural asphalt shingles, as quoted by J G Hause Construction, Inc.



# J G Hulse Construction, Inc

PO Box 206 • 193 North Third Street  
Bayport, MN 55003  
Office 651-439-0189 Fax 651-439-5085  
www.jghulse.com  
Minn. License #BC005350  
Wi. License #7969

## SPECIFICATIONS

Date: October 8, 2014

Proposal submitted to: City of Bayport  
Site address: Warming House  
Phone Number: 651-275-4404

### Specifications of work to be performed: Remove and Replace Roof

#### Scope of Work: Roofing

1. Contractor shall obtain building permit.
2. Place dumpster on boards in driveway.
3. Stage roofing material.
4. Protect building and landscaping with sheathing and tarps as needed.
5. Tear-off existing roof to roof sheathing. Inspect roof sheathing; any rotten sheathing that needs to be replaced will be done on a change order basis.
6. Install factory finish aluminum drip edge to entire roof perimeter.
7. Install GAF Weatherwatch ice & water shield (2) rows up from eaves or minimum of (2) feet inside the exterior wall, whichever is greater. Install (2) row under the valleys and around all roof penetrations. Ice & water shield to overlap drip edge at eaves. Rows are 36" wide.
8. Install GAF Shinglemate breathable fiberglass underlayment to remainder of roof.
9. Install GAF ProStart starter row at all roof perimeter locations.
10. Install GAF Timberline HD Lifetime architectural shingle. Shingle Color \_\_\_\_\_
11. Install GAF Timbertex ridge cap at all ridge locations.
12. Install louver vents.
13. Clean roof. Magnetic sweep of grounds for nails and staples.
14. Ensure jobsite is clean daily.
15. All work inspected for quality assurance with a 19 point inspection list by Contractor.
16. Pick up extra material. One (1) bundle of shingles shall be left on site for any future maintenance.
17. 10 Year Workmanship Warranty provided by Contractor.
18. Upgrade manufacturer warranty to System Plus Warranty. S.P.W. is a 50 year Lifetime warranty.

**Total for Roof Proposal: \$2,925.00**

**(Two Thousand Nine Hundred Twenty Five Dollars and Zero Cents)**

Initial to accept \_\_\_\_\_



*J.G. Hulse Construction, Inc. is a GAF-Elk Factory Certified Master Elite Contractor™. Because of GAF-Elk's stringent standards, only the top 3% of all roofing contractors have qualified as Master Elite™ contractors! Choosing a GAF-Elk Master Elite™ contractor is your assurance that you'll be dealing with a quality, reputable, and dependable professional contractor.*



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

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Date: October 30, 2014

To: Mayor and City Council

From: Logan Martin, City Administrator  
Sara Taylor, Assistant City Administrator/City Planner

Re: Certification of a new legal description and parcel boundary for 193 3<sup>rd</sup> Street North

### ***BACKGROUND***

The city was recently approached by the property owners of 177 and 193 3<sup>rd</sup> Street North with a proposal to combine the two existing buildings on these parcels into one building. The building at 177 3<sup>rd</sup> Street North is currently owned by Steven and Barbara Meyer and operated as "Not Justa Café." The building at 193 3<sup>rd</sup> Street North is currently owned by Jeff and Missy Hause and operated as the office for "JG Hause Construction" on the second level and previously "Perro Creek Tavern" on the first level of the building, which is no longer in operation. The Meyers are proposing to purchase 193 3<sup>rd</sup> Street North and expand their existing café operation, which includes a proposal to join the two buildings and combine the two parcels.

It should be noted that the Washington County Registrar of Titles does not require any city approval to combine the two parcels of land. However, because the Meyers are also proposing to join the two existing buildings, city ordinance requires the two parcels to be combined into one parcel with a new legal description and address. Therefore, City Council action to certify and acknowledge the new legal description and parcel boundary is required, in order to facilitate joining the two buildings.

The city has not yet received any construction plans for combining the two buildings, but based on preliminary conversations with the property owners, the net seating capacity currently allowed for the two businesses will not be increased and the project may include some façade improvements to unify the two existing buildings. Depending upon the extent of the proposed site improvements, which may require an amendment to the existing conditional use permit for outdoor seating and related activities, Planning Commission review and further City Council action may be required. The Meyers have also submitted an application for an on-sale and Sunday liquor license for the establishment. The project is expected to commence in the next month.

### ***RECOMMENDATION***

Staff recommends the City Council adopt a motion certifying a new legal description and parcel boundary for 193 3<sup>rd</sup> Street North.





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

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Date: November 6, 2014  
To: Honorable Mayor and City Council  
From: Logan Martin, City Administrator  
Mark Swenson, Fire Chief  
Re: **Consider Preliminary Architecture and Budget for Proposed new Fire Hall**

#### Purpose

The purpose of this memorandum is provide the Council with background information on the proposed Fire Hall project, which will supplement the presentation and images provided by the architect at the November 10 meeting. In order to adhere to the anticipated project schedule, it will be necessary for the Council to review the preliminary architectural design and project budget and to provide feedback on those items in the coming weeks. This detail and presentation is provided for review and informational purposes at this time.

#### Background

In July, the City selected Kraus Anderson as its construction management firm to guide the City through the bidding, budgeting, and construction operations aspect of the project. After a thorough proposal and interview process, Leo A. Daly was selected as the project architect at the September City Council meeting. Since September, the architect has been continuously meeting with the Fire Hall Building Committee, comprised of 8 firefighters, to review the department's current space needs and to develop a building design that would be functional well into the future. A number of workshops have also been held with the City Council to keep them apprised of the plan as it develops and to receive their feedback throughout the process.

As shown in the attached project schedule, we have been advised by Kraus Anderson that bidding the project in February or March would be ideal, and as such the project has a steady timeline of milestones to ensure we can achieve that bidding window. The architectural design is reaching its final phase, known as "design development", so it is appropriate to provide direction on the design as it becomes formalized. Design changes are still to be expected as we approach the bidding date and the production of construction documents, but a general approval of the design at this phase is necessary to progress the project.

#### Project Need and Design Analysis

Originally built in the 1940s, the current fire hall is 6,630 square feet (s.f.) and is no longer functional for a department of Bayport's size and the growing service requirements of this region. The apparatus bays in the current hall total 4,248 s.f., which forces the equipment to be parked less than a foot apart in order to fit inside the building. Further, the current structure is an antiquated design that forces the vehicles to back-in to the parking stalls, which is a significant safety concern that is highly discouraged in the fire service. Beyond vehicles backing in to the garages, the fire hall shares a public street with Andersen Elementary School, where students are frequently present.

To begin the fire hall planning process, a facility needs analysis was performed by Buetow and Associates in 2010 to fully ascertain the department's space needs now and into the future. At that time, it was concluded that an approximately 20,000 s.f. building featuring five apparatus bays and room to expand into a future full-time department was warranted. That study has served as a key driver in the current design process.

Based on a lengthy process influenced by prior study and investigation, the project team has narrowed in on a design that meets the department's storage, training, office, and functional needs in the near and long-term. The

proposed design (attached) totals 15,900 s.f. and features department offices, a training room / emergency operations center, meeting areas, and private spaces for the firefighters (exercise, kitchen, dayroom). A total of four apparatus bays are included, along with an area for turn-out gear, air tank devices, and other extraneous department service needs.

A comparison of the current building to the proposed building is below.

Functional Area	Current Building	Proposed Building	Area Gained
Offices	158 s.f.	997 s.f.	839 s.f.
Apparatus Bays	4,248	6,630 s.f.	2,382 s.f.
Firefighter Private Area (exercise, kitchen, dayroom)	239 s.f.	1,198 s.f.	959 s.f.
Fire Turn-Out Gear Area	N/A	2,098 s.f.	2,098 s.f.
Mezzanine Storage Area	N/A	2,030 s.f.	2,030 s.f.
Public Area (meeting rooms / training)	1,046 s.f.	2,132 s.f.	1,086 s.f.
Total	6,630 s.f.	15,900 s.f.	9,270 s.f.

The building features a number of important enhancements that will prepare the Bayport Fire Department to function effectively well into the future. Below is an overview of the design features and their benefits.

#### ***Offices***

The current Fire Hall features one office space with 158 s.f. of area. This office is shared by the Chief, two Assistant Chiefs, four Captains, a Training Officer, the Fire Marshall, and the Fire Relief (retirement fund) Secretary. Desktop area, storage space, and overall work functionality is extremely limited in this area.

The proposed design features a flexible office area of 997 s.f., with separate lockable offices for the Chief and Fire Relief Secretary (due to confidential information storage), and flexible cubicle-style work spaces for the aforementioned employees. The area features greatly increased storage and work space, and is much more functional for the department in the long-term.

#### ***Apparatus Bays***

A total of 4,248 s.f. of parking area exists in the current Fire Hall for apparatus storage, which is currently at full capacity, with vehicles backing in to the area and needing to park less than one foot apart. Future growth or acquisition of additional equipment is not currently possible without the elimination of an older piece of equipment.

6,630 s.f. of apparatus parking exists in the proposed 4-bay design. This design provides a "drive-through" capability, whereby fire apparatus is stored in such a way that it can drive directly out of its bay, rather than potentially being parked behind a vehicle that is unnecessary for the type of call. Future acquisition of additional equipment is possible in this design, however excess space is not overly abundant in this design, and a fifth bay is currently being recommended as a bid alternate to be added if the budget can support it.

#### ***Firefighter Areas (turn-out gear, private, storage)***

The current facility has very limited areas for firefighter call preparation, storage, and general office features. When responding to a call, firefighters currently dress into their gear in a small locker area that is located between the fire vehicles. Storage space is extremely limited, leading to a cluttered work environment and storage of needed items in inconvenient spaces. No areas for firefighter exercise or call recovery (day room area) exist in the current building.

The proposed facility has a turn-out gear area conveniently located as the firefighters enter the building, with another area nearby for accessing and refilling air tanks. A storage mezzanine on the second story of the east wing adds 2,030 s.f. of storage that does not exist in the current building. The mezzanine

area doubles as a training area, as a wide range of required training could occur in the mezzanine area and the stairwell leading to the second floor. Finally, a kitchen, day room, and small exercise room are included in the building for firefighter fitness and well-being.

***Public Spaces / Training Room***

A 1,046 s.f. training / meeting room exists in the current facility, which is utilized for all department meetings and some training events that are conducive to the space. No conference rooms or publicly available spaces exist in the current building.

A total of 2,132 s.f. of public spaces exist in the proposed design, comprised of a fully functional training room / emergency operations center, public restrooms, a conference room, and a lobby entrance area. Having an appropriately sized training room would allow the department to host more training events in-house rather than traveling to surrounding communities, which provides efficiency and cost savings. The room also doubles as an emergency operations center that could be utilized during major fire events for response coordination, and would also serve as an operations hub during a time of crisis or power outage at the City Hall / Police building. The expanded public access area would benefit the department in hosting its annual community events, and could also be utilized as needed and available by outside public groups in need of a meeting space.

Project Budget

Staff has worked closely with the architect and Kraus Anderson to develop a project budget that is reflective of the features of the building and the anticipated bidding conditions of early 2015. Kraus Anderson is currently managing the Stillwater Fire Station project, and was able to utilize bid results from May 2014 on that project to serve as a baseline for this project estimate. Estimates from S.E.H. have also been received for the utility work, along with preliminary estimates from two earthwork companies for the site preparation and soil correction tasks.

As shown in the attached project budget, the project team estimates the total project cost as presented to be \$5,532,542. This cost includes building construction costs (estimated at \$225 per s.f.), site preparation fees, cost to extend municipal water and sewer utilities to the site, furniture and fixtures in the new building, permits, consultant fees, and all other soft costs. This cost is a very detailed estimate based on actual materials required to construct the building and complete the project, but the budget does also contain contingencies to account for any increase in expected costs when formal bids are received.

Project Funding Plan

An innovative funding scenario is in place to make this important project a reality, featuring partnership from our service communities, local corporate partners, and an up-front contribution from the City of Bayport. Preliminary support has been received from elected officials from our three partner communities, and one significant grant has been received with others pending. A full breakdown of the scenario based on a \$5.8 million project is below.

Total Project Cost	\$ 5,800,000
Grants Received	\$ 1,000,000
Grants Projected	\$ 400,000
Bayport Up-Front Cash Payment	\$ 2,000,000
Total for Cost Share	\$ 2,400,000

City (Cost Share %)	Fair Share Amount	Per Year (for 15 years)
Bayport (17.88%)	\$429,120	\$28,608 (not factoring initial \$2M)
Oak Park Heights (52.58%)	\$1,261,920	\$84,128
Baytown (9.63%)	\$231,120	\$15,408
West Lakeland (19.91%)	\$477,840	\$31,856
total	\$2,400,000	

As shown, the City was extremely fortunate to receive a \$1,000,000 grant from the Fred C. and Katherine B. Andersen Foundation, and we anticipate receiving an additional \$400,000 from other public and private foundation opportunities that we are currently pursuing. Further, it has previously been discussed that the City of Bayport would utilize \$2 million from its cash reserves to offset the impact of the project for the cost-share communities. The final portion of the project (\$2.4M in the above scenario) would be split amongst the four service communities per their agreed upon fair share percentage rates. The per year rates shown in the above table would be paid by each community, in addition to their pre-existing per year service fee, for a total of 15 years.

#### Next Steps

This information and the attached presentation from the project team will be presented at the November 10 City Council meeting for informational purposes. After this meeting, residents from any of the service communities are encouraged to reach out to City staff or visit Bayport City Hall at any time to view these plans and discuss the project.

A formal community open-house will be held on Monday, November 17 from 4pm-7pm to view the plans and discuss questions with the project team. Final adoption of budget parameters and building design will be discussed at a special City Council meeting in mid-November or the December 1 City Council meeting, depending on timeline requirements.

#### Attachments

Leo Daly / Kraus Anderson Letter  
Project Design Presentation  
Project Budget  
Project Schedule

# LEO A DALY

PLANNING

ARCHITECTURE

ENGINEERING

INTERIORS



EST. 1915

ABU DHABI  
ATLANTA  
AUSTIN  
CHICAGO  
COLLEGE STATION  
DALLAS  
DENVER  
DOHA  
FORT WORTH  
HONOLULU  
HOUSTON  
LAS VEGAS  
LOS ANGELES  
MIAMI  
MINNEAPOLIS  
OMAHA  
RIYADH  
SACRAMENTO  
SAN ANTONIO  
SAN MARCOS  
WACO  
WASHINGTON, DC  
WEST PALM BEACH

November 6, 2014

City Council  
City of Bayport  
294 3<sup>rd</sup> Street North  
Bayport, MN 55003

RE: City of Bayport Fire Station  
Submittal for Project Review and Approval  
Council Meeting of November 10, 2014

Dear Mayor and Council:

LEO A DALY and Kraus-Andersen® Construction Company are pleased to present the attached materials in consideration of your review and approval of the new Fire Station for the City of Bayport.

Over the past few months we have worked with the Fire Hall Planning Committee and have met in two workshop sessions with you in developing a Fire Station that will serve the citizens of Bayport, Oak Park Heights, Baytown, and West Lakeland now and well into the future. The facility will be located at the intersection of 5<sup>th</sup> Avenue North and Stagecoach Trail North.

The attached materials describe the facility and site development. In addition, we have provided a Preliminary Estimate of Total Project Cost and a Project Milestone Schedule. Finally, we have provided a comparison of project costs/options that will allow you to select construction alternates to achieve a project cost goal.

Attachments:

1. Plan/Area Comparison Document
2. Building Floor Plan
3. Building Elevations
4. Building Perspective Rendering
5. Site Plan
6. Preliminary Estimate of Total Project Cost
  - a. Including Additive Alternate Option(s) Estimates
7. Project Milestone Schedule

We look forward to meeting with you on Monday, November 10, 2014 at which time we will present this information. We hope and trust that your formal project approval will follow shortly thereafter so that we can continue to develop the documents required to obtain contractor bids and complete the construction of the facility.

Sincerely,

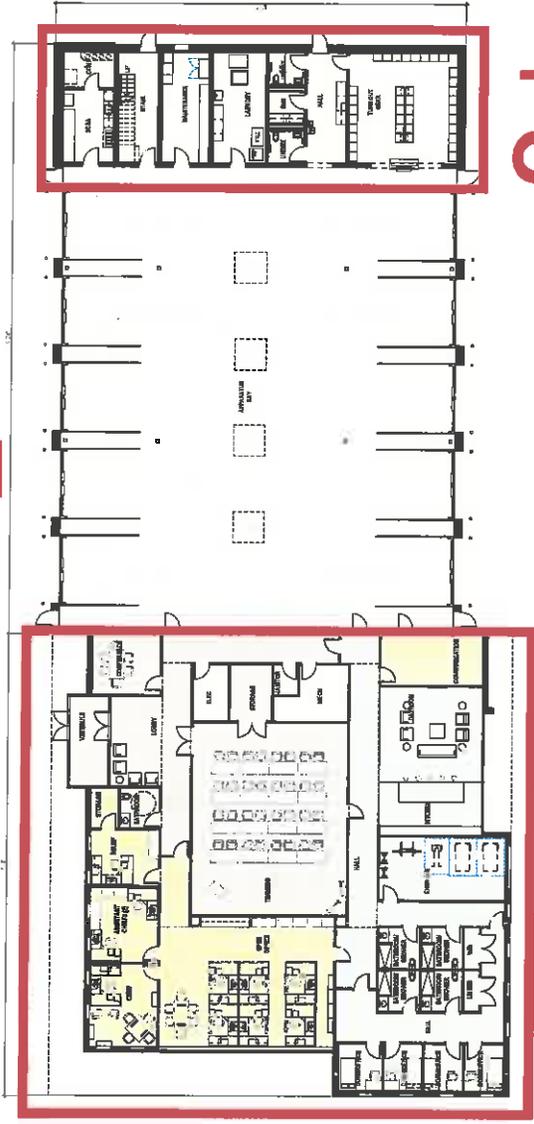
Richard Burt, AIA, NCARB  
Senior Associate, Director of Architecture  
LEO A DALY

John Fluenink  
Vice-President  
Kraus-Anderson® Construction Company

730 SECOND AVENUE SOUTH  
SUITE 1100  
MINNEAPOLIS, MN 55402-2455  
TEL 612.338.8741  
FAX 612.338.4840  
www.leoadaly.com

# PREVIOUS PLAN

2 5 BAYS



1 OFFICE: 2,107 SF  
 PUBLIC: 2,266 SF  
 PRIVATE: 2,619 SF

1	7,995 SF
2	8,157 SF
3	2,182 SF
+MEZZ	2,066 SF
<b>TOTAL</b>	<b>20,400 SF</b>

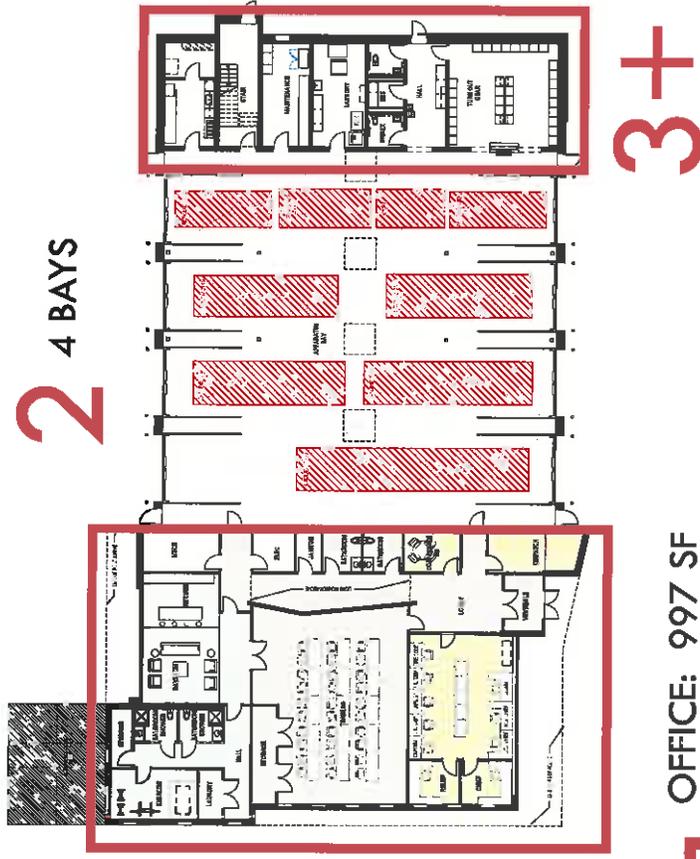
CONSTRUCTION COST = \$5,371,450

TOTAL PROJECT COST = \$6,969,276



BAYPORT FIRE DEPARTMENT, BAYPORT, MN

# CURRENT PLAN



**1** OFFICE: 997 SF  
 PUBLIC: 2,132 SF  
 PRIVATE: 1,198 SF

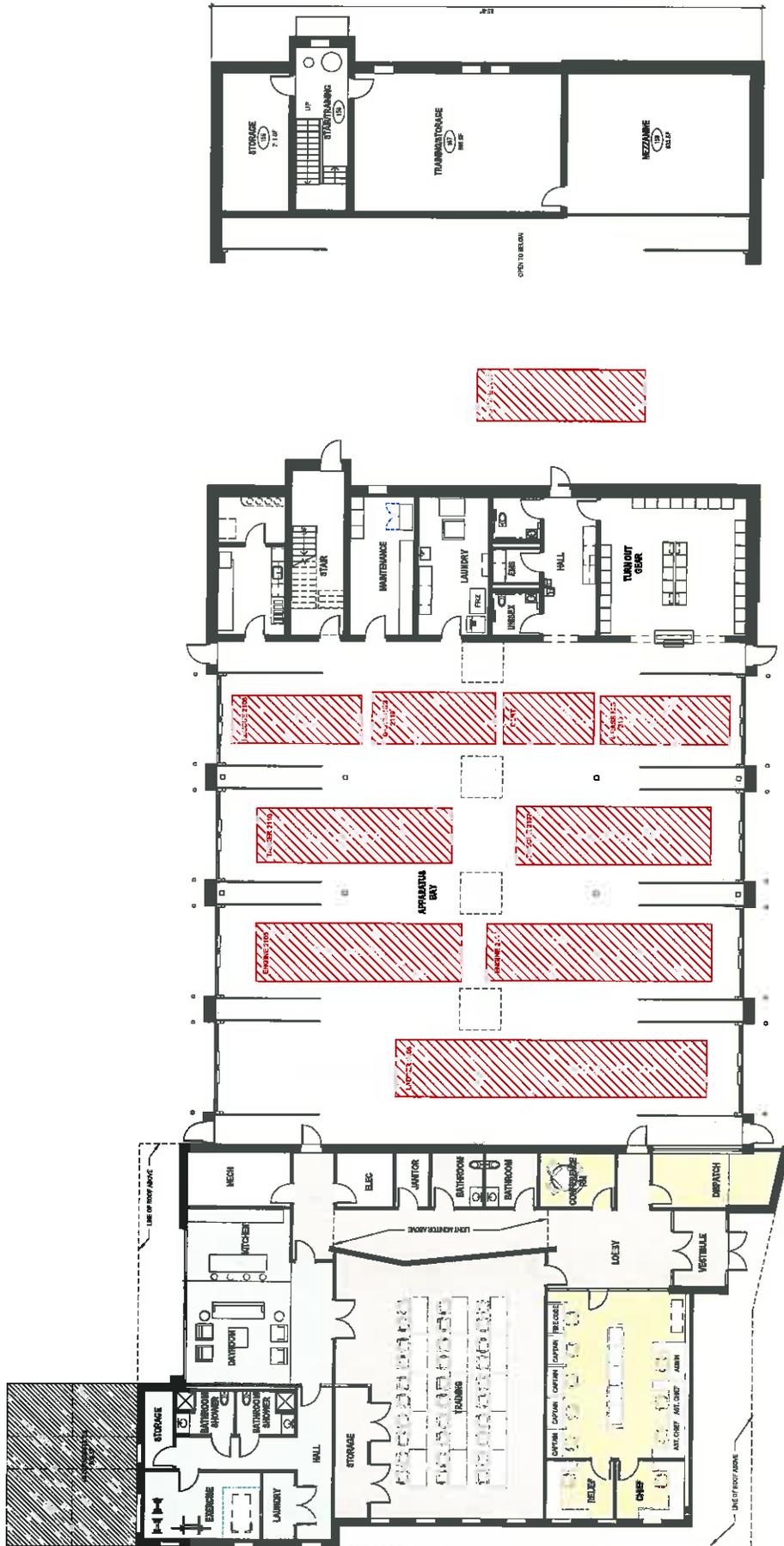
1	5,142 SF
2	6,630 SF
3	2,098 SF
+MEZZ	2,030 SF
<b>TOTAL</b>	<b>15,900 SF</b>

CONSTRUCTION COST = \$4,328,575

TOTAL PROJECT COST = \$5,832,542



BAYPORT FIRE DEPARTMENT, BAYPORT, MN

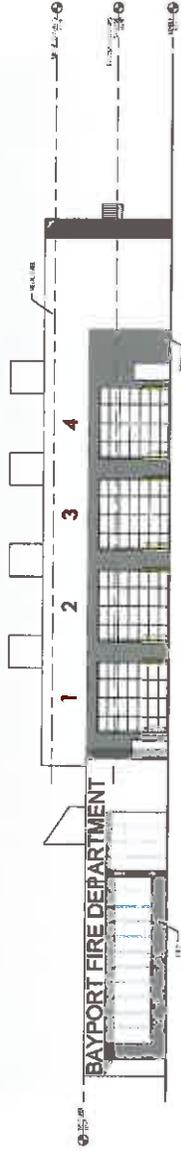


MEZZANINE PLAN

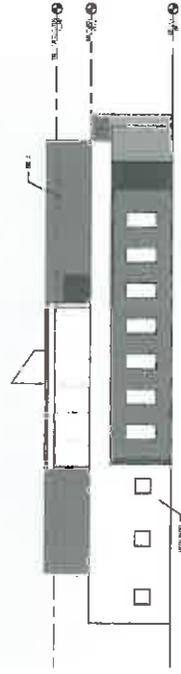
FIRST FLOOR PLAN



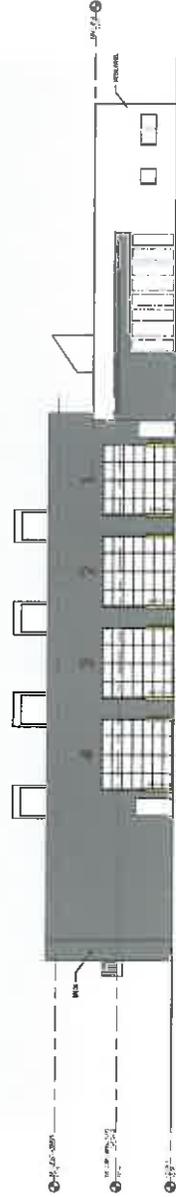
**BAYPORT FIRE DEPARTMENT, BAYPORT, MN**



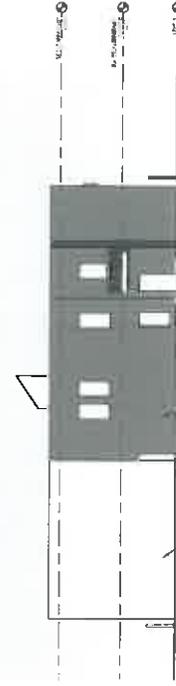
SOUTH ELEVATION



WEST ELEVATION



NORTH ELEVATION



EAST ELEVATION



BAYPORT FIRE DEPARTMENT, BAYPORT, MN

LEO A DALY  
NOVEMBER 5, 2014



**BAYPORT FIRE DEPARTMENT, BAYPORT, MN**

**LEO A DAILY**  
NOVEMBER 5, 2014



Owner: City of Bayport  
 Project: Fire Hall  
 Location: Bayport, MN  
 Date: 11-3-14



**Preliminary Estimate**

Description	Prelim Est	Remarks
	15,900	
<b>PROJECT BUDGET</b>	<b>\$6,000,000</b>	
<b>Construction Costs Budget</b>		
Site Work	\$625,000	
Main Building	\$3,577,500	\$225/sqft
Building Contingency	\$126,075	3% Construction
<b>Total Construction Budget</b>	<b>\$4,328,575</b>	
<b>Soft/Owner Cost Budget</b>		
A/E Fees (Structural, Civil, Landscape, M&E)	\$259,715	6%
A&E Project Reim.	\$15,000	
CM Fee	\$129,857	Kraus Anderson Construction
Site Services	in estimate	Kraus Anderson Construction
Plan Review	\$13,000	MN Dept of Labor (75% of Review Fee)
Building Permit	\$20,000	
SAC & WAC Costs	\$17,395	
Construction Testing / Special Inspections	\$35,000	
Site Survey	\$15,000	
Plan Productions / Distribution - Bidding	\$5,000	
Land Acquisition	\$0	State Grant
Public Infrastructure	\$0	
Capitalized Interest on Land	\$0	
Capitalized Interest on Building	\$0	
Loan Expenses or Bonding Costs	\$0	Verify with owner and consultants
FF & E	\$125,000	
Technology / Equipment / Security	\$75,000	
Art Requirement	\$0	
Title Insurance & Closing	\$0	
Legal Fees	\$0	
Project Commissioning/Validation	\$0	
Phase 1 & 2 Environmental Study	\$0	
Storm Water Charges, Requirements	\$0	
City Approval Fees & Park Ded.	\$0	
Developer Fees	\$0	
Engineering for Utility Design	\$28,000	S.E.H.
Utility Connections / and turn Lanes	\$450,000	
Misc. Owner Expenses	\$0	
Builders Risk and Insurances	\$16,000	
<b>Total Soft/Owner Budget</b>	<b>\$1,203,967</b>	
<b>Total Project Costs</b>	<b>\$5,532,542</b>	
<b>Over / (Under) Budget Total</b>	<b>(\$467,458)</b>	

<b>ALTERNATES</b>		
Light Monitors		
Large - Training Room	\$45,000	
Small - Apparatus Bay (4) @ \$15k	\$60,000	
One Bay in Apparatus (1,500sf @ \$135/sqft)	\$200,000	





Building a Better World  
for All of Us®

## MEMORANDUM

TO: Honorable Mayor and City Council of Bayport  
Logan Martin, Administrator

FROM: John D. Parotti, PE | City Engineer  
Wayne S. Wambold, PE | Geotechnical Engineer

DATE: November 4, 2014

RE: North 5th Street Groundwater  
SEH No. BAYPO 122136 14.00

The City of Bayport has requested that SEH perform a preliminary evaluation of the groundwater conditions along North 5<sup>th</sup> Street between 4<sup>th</sup> Avenue North and 6<sup>th</sup> Avenue North. Some of the residents have been experiencing wetter than normal conditions in their lower levels and in their yards this spring and summer. The evaluation consisted of performing field work and developing a preliminary opinion and recommendation regarding the wet conditions.

The fieldwork consisted of performing on site reconnaissance, drilling soil borings, and installing a piezometer. Northern Technologies, Inc. (NTI) performed the soil borings and installed the piezometer at the end of August and into the first week of September. NTI also performed soil tests assigned by SEH. The results of the fieldwork are provided in a report completed by NTI. The full geotechnical report is available on file at City Hall.

### GENERAL BACKGROUND

The City has been aware of groundwater issues in this area of the City for some time. Both long-time residents and City staff has reported issues with groundwater affecting homes and yards going back years. However, in 2014, residents reported conditions being significantly worse than in previous years and have asked the City to investigate possible causes and solutions.

### SOUTH BLOCK OF NORTH 5TH STREET

#### Observations

During the site reconnaissance saturated ground conditions and free standing water were observed in the southwest corner of the property at 503 North 5<sup>th</sup> Street. A shallow sump was installed in the yard to pump water into the adjacent ditch. During the site reconnaissance water was also observed seeping through the sanitary sewer manhole wall at the intersection of North 5<sup>th</sup> Street and 4<sup>th</sup> Avenue at a depth of approximately 3 to 4 feet below street level. No other observations of seepage or flowing water was observed on the south block. The City has recently lined the sanitary sewer in the area to reduce inflow and infiltration of groundwater into the sewer system. (Some residents suspect that the sewer lining project is, in some measure, responsible for the higher than normal groundwater).

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 3535 Vadnais Center Drive, St. Paul, MN 55110-5196

SEH is 100% employee-owned | [sehinc.com](http://sehinc.com) | 651.490.2000 | 800.325.2055 | 888.908.8166 fax

Another observation made during the site reconnaissance was with respect to roof drains/gutters and downspouts. The two homes, at 503 and 538 North 5<sup>th</sup> Street do not have a rain gutter and downspout system that could direct water away from the foundation. Since the yards are relatively flat this could be contributing to wet conditions for each of the homes.

Soil borings SB-1 through SB-3 were performed on the block between 4<sup>th</sup> and 5<sup>th</sup> Avenues North. The piezometer was installed at SB-1 near the intersection of North 5<sup>th</sup> Street and 4<sup>th</sup> Avenue. Borings were drilled in or very near the road. The soils encountered at the site are not very uniform. It appears that fill is approximately 7 to 11 ½ feet thick and consists of clayey sand, silty sand, clay, and sand. The fill overlies clean sand at borings SB-1 and SB-2. Silty sand was encountered at depth in boring SB-3.

Groundwater was encountered at variable depths within the borings, ranging from 4 to 9 feet. However, water levels measured in soil borings can be highly inaccurate, especially when finer grained soils, such as silty sands and clays are encountered (as in boring SB-3). The groundwater measured in the piezometer was at elevation 710.3 on September 22, 2014, approximately 1.8 feet below the ground surface at the SB-1 location.

It is likely that groundwater flow from the west is impeded at certain locations within the neighborhood due to the presence of fine-grained soils. This is especially evident at boring SB-3, which was drilled near 538 North 5<sup>th</sup> Street. More clay and silty sand were encountered at SB-3 than at SB-1 or SB-2. Groundwater flowing from the west, up the hill, toward the river could be impeded by the clay and silty sand, allowing water levels to rise or build up in the adjacent lot.

The water level measured in boring SB-2 at 503 North 5<sup>th</sup> Street was quite high and then dropped rapidly once the boring penetrated more pervious soil. Layers of clayey sand were recorded within the boring at depths of 3 and 10 feet. Clayey sand layers can impede the infiltration of surface water runoff and result in the water conditions observed in the yard. The groundwater elevation measured within the piezometer across the road is at elevation 710.3, which is at or near the ground elevation of the yard at 503 North 5<sup>th</sup> Street.

Existing shallow storm sewer infrastructure is located to the north in 5<sup>th</sup> Avenue North and to the east in 4<sup>th</sup> Avenue North. The storm sewer in this area is connected to storm sewer in TH 95 which outlets to Perro Creek.

#### Possible Corrective Measures

The City could install a deeper storm sewer pipe with gravity outlet to the storm sewer in TH95 that could be constructed such that individual homeowners would be allowed install perimeter subsurface drains around their houses and connect by gravity drain or pump to a manhole. However, based on preliminary information regarding storm sewer inverts, this type of system would only provide about five feet of relief from the groundwater elevation measured in the piezometer. If constructed, such a solution would not eliminate the need for sump pumps in homes.

Another possibility is to create a long, deep trench of clean sand/gravel along North 5<sup>th</sup> Street, which may promote infiltration. Perforated pipe installed in the trench with connections provided to the homeowners may help facilitate dewatering of their lower levels. The water could be pumped into the trench or directly to the drain tile and infiltrated into the lower sand layer. However, periodic high groundwater levels, such as have occurred this past spring and summer would reduce the efficiency of an infiltration system.

Either system is not likely to completely resolve the issues with the residential homes. Each home owner will need to review their specific situation and resolve both surface drainage and subsurface drainage issues and likely need to install a more robust foundation drain system. The system with a connection to the TH 95 storm sewer and a subsurface drain would be more efficient than just providing a deeper infiltration trench. A combination of the two measures would be the best overall solution.

## **NORTH BLOCK OF NORTH 5TH STREET**

### **Observations**

During the site reconnaissance it was observed that the home at 652 North 5th Street is experiencing very wet conditions in the back yard, between the home and toe of the bluff. Seepage is coming out of the ground and is pooling at the toe of the bluff. Excess water is directed to a drain tile along the north property line and piped out to the street.

Per discussion with Public Works staff, this area used to be a pond prior to construction of the house. In addition, the home owner at 672 North 5th Street stated that he has not experienced issues with water on his property or within his home. The groundwater seepage problems appear to be isolated to 652 North 5th Street.

Soil borings SB-4 and SB-5 were performed on the block between 5th Avenue North and 6th Avenue North. Borings were drilled in the road. The soils encountered at the site are not very uniform. It appears that fill is approximately 6 ½ feet thick and consists of clayey sand, clay, and sand. The fill overlies silty sand and clean sand. Groundwater was not measured or encountered. The soils in SB-4 appear to be quite clayey and silty down to 10 feet, which may be impeding the groundwater flow near the home at 652 North 5th Street.

Since the groundwater seepage problem appears to be isolated on the north block a deeper trench drain could be installed in the back yard of 652 North 5th Street and outlet into a deep sand trench within the street or a manhole with an open bottom and allowed to infiltrate back into the underlying sand. If storm sewer modifications are completed in the area it may be possible to connect the drain to a gravity outlet. Finally, since the conditions appear to be isolated to one property the City could purchase and raze the home.

### **CONCLUSIONS**

The groundwater conditions encountered during the investigation appear to be the result of natural anomalies within the soils or the result of poorly draining, low permeability soils used for fill to develop some of the lots. It is possible that the City's sanitary sewer lining project may have had a small impact on the groundwater levels, since it previously did leak and likely artificially lowered local groundwater elevations. However, the localized subsurface soil anomalies within the south block have more impact on the issues the homeowners are experiencing with groundwater. In addition to the soil conditions, higher than normal groundwater levels are being experienced in many communities due to the wet spring and summer we have experienced this year.

The groundwater conditions on the north block are isolated to one property. Although water could be observed pooling in the back yard of 652 North 5th Street, groundwater was not encountered in the borings taken in the street. The adjacent property, to the north has not experienced issues with groundwater seepage in the yard or home. The groundwater issues are the result of impeded flow within the property or seams of water bearing sands within the hill west of the home.

There is no impact to the City's infrastructure from the high groundwater, except for inflow and infiltration (I/I) into the sanitary sewer pipes and manholes, which is being addressed. Additional projects are planned to reduce I/I in the City's sanitary sewer system in the future.

Subsurface drainage systems and additional storm sewer could provide some benefit to the homeowners, but relief would likely be limited and would not eliminate the need for each homeowner to make improvements to their foundation drain systems and control their roof drainage and runoff more effectively.

## **POSSIBLE ACTION**

Based on the above, the Engineer offers the following potential actions that could be taken by the City Council:

1. Do Nothing: Council accepts this memorandum as adequate information to determine that the groundwater issues experienced by the affected residents is due to subsurface soil conditions and not directly caused by action of the City and further determines that no City funds are available to assist residents in addressing the issue.
2. Order Feasibility Report for Storm Sewer and/or Infiltration Trench Project: Council accepts this memorandum as adequate to determine that, regardless of the cause, the City will commit funds to taking a project through the feasibility report stage to better understand the potential cost of a project that could mitigate some of the groundwater issues.
3. Table the Discussion Until Spring of 2015: Council determines that additional information is desired before determining whether to do nothing or to direct funds to developing a feasibility report for a City project.

The above three possible actions are presented for Council discussion and consideration. Other options could also be considered if desired.

Attachments: Overview Map  
Factual Geotechnical Exploration Report (on file at City Hall)



**Legend**

- Index
- Intermediate



0 50 100 200  
Feet

This map is neither a legally recorded map nor a survey map and is not intended to be used as such. This map is a compilation of records, observations, and data gathered from various sources. It is not intended to be used for construction purposes only. Users should consult the appropriate professional engineer or geologist for more information. The user of this map shall be responsible for any damage or injury resulting from its use. The user of this map shall be responsible for any damage or injury resulting from its use. The user of this map shall be responsible for any damage or injury resulting from its use.



# **Bayport Fire Department**

**294 N. 3rd Street • Bayport, MN. 55003 • Hall (651) 275-4401  
• Fax (651) 275-4402**

October Memo from the Chief:

The Halloween open house was again a huge success for the entire community. The attendance was excellent and the comments were all very appreciative and thankful for the efforts in providing a safe and warm place for children to go and parents to mingle. The entire cost of this event is offset by the fundraising that we do throughout the year.

The building committee continues to meet and discuss the new fire station and is working with the architects and Kraus Anderson to get the project to a manageable size within our budgetary parameters.

The department purchased a fire extinguisher demo trainer to help teach about the proper use of fire extinguishers. This is very important as we come to the holiday season and fire incidents rise. There were two structure fires in the City of Oak Park Heights last month. One resulted in the homeowner receiving burns over 60% of his body, while the other fire resulted in \$40,000 in damages.

The safety message this month is about fueling equipment in the home. NEVER put fuel in a piece of equipment that is hot and NEVER fuel anything inside a garage or basement. Let any piece of equipment cool down before filling. The smallest of spills can cause fumes that can ignite causing an explosion and severe bodily injury.

Thanks,  
Mark

**Mark Swenson  
Fire Chief  
Bayport Fire Department**

294 North 3rd St.

Bayport, MN 55003

Office: 651-275-4401 fax: 651-275-4402 Mobile: 651-300-2101

E-Mail: [Mark.Swenson@BayportFire.org](mailto:Mark.Swenson@BayportFire.org)



**Proudly Serving the Communities of • Bayport • Baytown • Oak Park Heights • West Lakeland**



**Bayport Police Department**  
294 North 3<sup>rd</sup> Street  
Bayport, Minnesota 55003  
Phone: 651-275-4400  
Fax: 651-275-4411

Laura Eastman  
Chief of Police

Date: October 30, 2014  
To: Mayor and City Council  
City Administrator Logan Martin  
From: Police Chief Laura Eastman  
Subject: **Police Reports and Updates**

### UPCOMING EVENTS

December 3: Lighting of the Green – Chief Eastman and Reserve Officers  
Toys for Tots Toy Drive: Dates to be determined

### PAST EVENTS

September 20: Derby Days – Reserves and Police Officers  
September 24: Senior Center Breakfast – Chief Eastman  
October 31: Halloween Public Safety Open House at Fire Hall/Street Safety Detail –  
Police and Reserve Officers

### September Call Load (continued)

09/23 – 09/31 – lost wallet, crosswalks, finger prints, 4 wheeler complaint, lockout assist, park close, aoa/domestic, city ord. violation, DOC, susp. train blocking, dead deer, park close, speed 44/30, crime prevention, medical level 1, 911 open, speed 54/30/v/w ,no mm DL, park close, found property, crosswalk, speed 50/30, fire/BPFD, susp. activity, park close shelter permit, medical L1, AOA/domestic, AOA/attempted burg. Dog bite report, juveniles on dirt bikes, medical L1, records check, motorist assist/DWI, w/w speed, burglary in progress, speed 44/30, speed 56/40, ord. violation boat trl parking on city streets, trespass notice, handgun permit to purchase, park close , boat pay box pick up, off. Info. revoked driver, domestic/probation violation, check welfare suicidal female, cat attack, regions transport, family assist Juvenile issues, park close, speed 62/40, suicidal juvenile.

### October Call Load

10/01 – school crossing, data request, family assist, suspicious person, accident unknown injuries, assist city hall, squad vs deer, park close, aoa/car vs. peds, fraud report, permit to purchase crosswalks, asst. city hall.  
10/02 – Susp. activity, medical, lost birds x2, 911 open line, welfare check M/H/CD/ transport, found dog, park close, AOA/Ramsey county probation.  
10/03 – extra patrol, alarm, humane society release after hours, smoke in resid., check area juveniles construction, underage drinking, alarm, accidental OD, 911 informational, 911 open line.  
10/04 – AOA/accident, suspicious activity, traffic 62/40, park close, animal concern.  
10/05 – AOA/domestic, AOA/disturbance, AOA/susp. person, welfare concern, suspicious activity, vehicle with no reg., unauthorized use of MV, civil assist, aoa/susp. activity, park close.  
10/06 – lakeside park close, driving after suspension, school crossing, speed w/w x2, fraud report, park close

10/07 – abandoned bike, finger print, crosswalks, parking comp., public assist, 10-50, warrant, trespassing questions, medical, traffic/ loud exhaust, driving complaint, w/w speed, stolen vehicle/arrest.

10/08 – driving complaint, w/w speed x 3, veh. lockout, seatbelt, speed 41/30/DAR, crosswalks, new resid. Packet, lock out, updated HRO, medical L1.

10/09 – speed 52/40, park close, new resid. Packet, crosswalks, welfare concern, acc. No injuries, crosswalk, 911 call back, park close.

10/10 – Abandoned vehicle, 911 hang up, found bike, crosswalks, physical domestic, fraud report, veh. lockout, hold up alarm, park close, w/w speed, speed 54/40/open bottle/4<sup>th</sup> Degree DUI.

10/11 – parking violation, medical L1, fire alarm, 911 open line, park close, speed 46/30

10/12 – garage fire, lost wallet, park close, aoa/alarm, assist city hall, school crossing, employment background, 2 hour parking violation.

10/13 – Medical L1, threatening communication, noise complaint, crosswalks, w/w fail to obtain D/L, No MN DL 52/40, officer assist city hall, public assist scam.

10/14 – unknown situation, assist city hall, scam, park close, assist city hall, w/w speed, medical L1.

10/15 – crosswalks, officer assist, solicitor complaint, VA treatment, assist city hall, park close, speed 74/40, veh. lockout.

10/16 – Possible theft of air compressor, city ord. violation, medical L3, dispatch deer.

10/17 – Vandalism report, city ord. complaint, veh. lockout, found keys, w/w speed x2.

10/18 – Medical L1, w/w speed, 4<sup>th</sup> degree DUI, disturbance poss. Assault, check welfare, susp. persons walking in ditch, aoa unlawful entry, aoa/ driving complaint, w/w loud exhaust, suspicious veh.

10/19 – missing person, 911 call, school crossing, DAR.

10/20 – cemetery vandalism, public assist, domestic, dog bite, disturbance, susp. vehicles.

10/21 – L1 medical, park close, cross walks, injured raccoon, medical 11, crosswalks, w/w No/POI, park close.

10/22 – w/w speed, noise complaint, rec. fire, medical 13, DOC/susp. activity, domestic, dog at large, w/.w speed x3, speed 71/55.

10/23 – Veh. lockout, Medical L1, leash law warning, 911 open line, welfare check, park close.

10/24/ - W/w speed, speed 52/30, AOA/property damage accident/DWI, w/w speed, crosswalks,911 call, loose dog, crim. damage to property, poss. OD/family assist, theft report, fraud report.

10/25 – Medical L1, loitering complaint, noise complaint, speed 54/40, erratic driver, assist structure fire, medical L1, noise complaint.

10/26 – 10/31 N/A.

**Acronym/code:** W/W = Written warning, LOCK OUT = vehicle keys locked in car, DAR = Driving after revocation, DAS= Driving after suspension, NPI/ NO POI = No proof of insurance, DOC = Disorderly conduct, CSC = Criminal Sexual Conduct, NO MN/DL = No Minnesota driver's license, Medical Level = 1 (most severe) 2 (moderate) 3 (mild), Rec'vd OFP/DANCO = Received a fax for an order for protection (OFP) domestic abuse, no contact order (danco) for person in our city, Felony Intro. Of Narc. = Felony level of introduction of narcotics into the prison, uac = underage drinking, 10 -72 = deceased.

Sep-14	Speed	Seatbelt	Child seat	DAS,R,C	Underage D&D	UAC	Open Bottle	No Insurance	No POI	Warrants	W/W
501 Chief Eastman											
503 Aaron Slinger											
505 Quinn Willmarth	3									2	3
506 Chad Johnson											
507 Dustin Purpur	2								1		3
508 Capt Hutchinson											
509 Jay Jackson				1			1				
510 John Miller	6	1		5			1		3		3
512 Zach Lund	2			3			1		2		3
513 Keith Frank	1										
<b>Monthly Total</b>	14	1	0	9	0	0	2	2	6	2	12
<b>Year Total</b>	243	24	1	57	1	0	14	13	48	12	269

Officer	Drugs	MJ in MV	Dac-IPS	Stop Sign	Drug Para	DWJ	Distracted	City Ord	Ted Fos	Careless	Other
501 Chief Eastman											1
503 Aaron Slinger											
505 Quinn Willmarth				1				1			
506 Chad Johnson											
507 Dustin Purpur											2
508 Capt Hutchinson											
509 Jay Jackson					2			2			1
510 John Miller					4						2
512 Zach Lund		1			1						2
513 Keith Frank		1			1						
<b>Monthly Total</b>	0	2	0	1	4	7	0	3	0	0	8
<b>Year Total</b>	2	19	1	2	19	43	2	76	0	0	45

Notes :



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

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Date: October 30, 2014

To: Mayor and City Council  
Logan Martin, City Administrator

From: Mel Horak, Public Works Supervisor

**Re: Public Works Department Update**

During the month of October, the full-time Public Works staff, with assistance from part-time staff, has been busy completing the following tasks:

1. Flushed and inspected 180+ fire hydrants
2. Winterized all city summer water services located in parks and Hazelwood Cemetery
3. Performed ongoing tree trimming on city boulevard trees and alley rights-of-way
4. Performed ongoing grass mowing, trimming and started leaf mulching
5. Performed yearly maintenance on the Baytown reservoir road
6. Completed the relocation of the Perro Park playground structures
7. Removed the 4<sup>th</sup> Avenue North boarding dock for winter storage
8. Completed ongoing maintenance and repairs to equipment
9. Installed multiple new water meters and completed several new sewer-water service inspections
10. Performed ongoing operation of water and sewer systems, which includes daily inspections of facilities, water tests, water reports, and attending to system malfunctions

# Bayport Public Library

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582 NORTH FOURTH STREET  
BAYPORT, MINNESOTA 55003  
(651) 275-4416

Date: October 30, 2014

To: Mayor and City Council; Logan Martin, City Administrator

From: Mark Blando, Bayport Public Library Director

Re: Bayport Library Update

October was another great month at the library. We had the pleasure of hosting astronomer Kevin Manning and his Astronomy for Everyone program. Kevin was a great speaker and even invited participants outside to use his homemade telescope. We also kicked off MEA weekend with a showing of the film "Mr. Peabody and Sherman". Over 60 people came to the library to enjoy the movie.

The library will again be running its Spooky Basement on October 31<sup>st</sup>. This year we will have it open from 4pm-6pm. We hope to repeat the outstanding success we had with it last year.

Thanks to the tremendous support of the Library Board, I was able to attend the Minnesota Library Conference in Mankato at the beginning of the month. It was a great opportunity to network with colleagues, learn about the latest library trends and talk with the many vendors who take part in the two day session.

Thanks to you all,

Mark Blando

Director

Bayport Public Library



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

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**Date:** November 5, 2014  
**To:** Mayor and City Council  
Logan Martin, City Administrator  
**From:** Sara Taylor, Assistant City Administrator/Planner  
**Re:** **Department Update – November City Council meeting**

### **PERRO PARK IMPROVEMENTS**

We are excited to announce that a majority of the second phase of improvements in Perro Park are now complete. The tennis courts have been reconfigured to allow two full-size courts, with a north-south orientation, and a practice board. The courts will be resurfaced and striped for both regulation tennis and pickle ball. The playground equipment has been relocated to the center of the park, which is surrounded with new curbing, to contain the woodchip play surface. Installation of new fencing, ball field player benches, concrete steps, and the park identification sign are also complete. Final landscaping around the sign and steps, along with seeding of the ball field area, will be completed in the spring.

At the November 10 meeting, the City Council will be asked to consider replacement of the shingles on the warming house roof. A recent investigation revealed the shingles are deteriorating to the extent that the roof is no longer preventing water from infiltrating into the interior of the building. To preserve the building and prevent further damage, the shingles need to be replaced. Assuming the project is approved, the roof is anticipated to be replaced in the next few weeks. A separate memo with more information on this project will be included in the November 10 meeting packet under the consent agenda.

### **GENERAL ELECTION**

Congratulations to Mayor Susan St. Ores and Councilmembers Michele Hanson and Patrick McGann on their re-election to the Bayport City Council! Bayport's election day roster indicated a total of 1,395 pre-registered voters. A total of 827 ballots were cast in this year's election. We also received 47 new voter registration applications. Overall, I am pleased to report that the election ran smoothly and we had a great voter turnout! The City Council will canvass the tabulation of votes and declare the results of the election at the November 10 meeting.

### **PHOTO CONTEST WINNERS**

The City Council recently voted to select winning photos for this year's *Focus on Bayport* Photo Contest. Winners will be notified later this week and encouraged to attend the November 10 City Council meeting to receive recognition and accept their award. Thanks to all those who participated!

### **220 1<sup>ST</sup> AVENUE SOUTH MINOR SUBDIVISION**

The city has received a request for a minor subdivision and a variance from the side yard setback for the existing house on the property located at 220 1<sup>st</sup> Avenue South. The applicant is proposing to divide the parcel into two lots, one of which will include the existing house and the other for the future construction of a new single-family home. Because the existing house would not meet the 10 foot side yard setback requirement, a variance is also

being requested. The Planning Commission held a public hearing on the application on October 20 and recommends approval. The City Council will consider the application on November 10.

### **193 3<sup>RD</sup> STREET NORTH NEW PARCEL BOUNDARY AND LIQUOR LICENSE**

The city was recently approached by the property owners of 177 and 193 3<sup>rd</sup> Street North with a proposal to combine the two existing buildings on these parcels into one building. The building at 177 3<sup>rd</sup> Street North is currently operated as "Not Justa Café." The building at 193 3<sup>rd</sup> Street North is currently operated as the office for "JG Hause Construction" on the second level and previously "Perro Creek Tavern" on the first level of the building, which is no longer in operation. The property owners of 177 3<sup>rd</sup> Street North are proposing to purchase 193 3<sup>rd</sup> Street North and expand their existing café operation, which includes a proposal to combine the two parcels and join the two buildings. As part of this expansion, the owners would like to include liquor service and therefore have submitted an application for a new on-sale and Sunday liquor license. Once the parcels are combined, the new address will be 193 3<sup>rd</sup> Street North. At the November 10 meeting, the City Council will be asked to certify the new legal description and parcel boundary, in order to facilitate joining the two buildings, and consider the requested liquor licenses.



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

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**Date:** November 4, 2014  
**To:** Honorable Mayor and City Council  
**From:** Logan Martin, City Administrator  
**Re:** **Administration Department Update – November City Council meeting**

### **2015 BUDGET**

The final 2015 Budget is currently being completed and will be presented to the Council for adoption at its December 1 meeting. This meeting also serves as the annual “Truth in Taxation” meeting, which gives residents an opportunity to provide feedback about the City’s proposed levy, taxation rate, budget, and long term capital improvement plan. Residents should watch for 2015 Preliminary Tax Statements in the mail in mid-November, and we certainly encourage residents to contact City Hall directly with any questions after viewing their Preliminary Tax Statements.

### **WATER TREATMENT EXPANSION PROJECT**

Staff continues to work with colleagues at the MN Pollution Control Agency (MPCA) and the MN Department of Health (MDH) to pursue projects to expand the City’s current water treatment system. Earlier this summer, the City engaged SEH to update a feasibility plan for a number of options to expand the system, and the MPCA recently completed a companion study that further investigated treatment options. We anticipate working with these two agencies over the next few months on finalizing a plan, with the goal of project implementation in the fall of 2015.

### **FIRE STATION PROGRESS**

Design development work continues on the Fire Station project, as we strive to focus in on one overall design package for the project. The design is continually refined in light of the project’s anticipated budget parameters, and we have relied heavily on bids received by Kraus Anderson for current projects to ascertain construction cost estimates for this project. The Council will consider the preliminary architectural design and budget estimates at its November 10 meeting, which will provide direction to the project team as the design nears finalization.

### **UPCOMING MEETINGS AND EVENTS**

November 5	City Council workshop (Fire Hall)	5:00pm	City Hall
November 10	City Council workshop (tentative)	5:00pm	City Hall
November 10	City Council meeting	6:00pm	City Hall
November 11	Veteran’s Day Holiday	City Offices Closed	
November 27	Thanksgiving Holiday	City Offices Closed	
December 1	City Council workshop (tentative)	5:00pm	City Hall
December 1	City Council meeting	6:00pm	City Hall
December 3	Lighting of the Village Green	6:30pm - 8pm	Village Green
December 15	PC / CC joint workshop (watershed presentation)	6:00pm	City Hall

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# MEMORANDUM

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**DATE:** October 28, 2014

**TO:** City Council (November 10, 2014 meeting)

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

**SUBJECT:** Consider a request for a minor subdivision to create two separate parcels at 220 1<sup>st</sup> Avenue South, together with a variance from the side yard setback requirement for the existing single-family house on the property

## **A. BACKGROUND**

The property is located at 220 1<sup>st</sup> Avenue South and is legally described as Lots 7-9, Block 72, Bayport, Washington County, Minnesota. Its dimensions are approximately 150' on the north and south lot lines, and 160' along the east and west lot lines, with a total lot area of approximately 24,179 square feet. The subject property is surrounded by residential uses and is zoned R-2 Single Family Urban.

Applicant Chris Hayner has submitted an application for a minor subdivision and a variance from the side yard setback for the existing house on the property on behalf of property owner Doris Hayner. The applicant is proposing to divide the parcel into two lots, one of which will include the existing house and the other for the future construction of a new single-family home. As proposed, the request for a minor subdivision would result in two lots, each with dimensions of approximately 75' x 160', and a lot size of 12,000 square feet, to comply with the lot requirements of the R-2 zoning district. Because the existing house would be set back 7.6 feet from the new side lot line, a side yard setback variance of 2.4 feet is also being requested by the applicant.

The following informational items are attached:

- Narrative by the applicant
- Certificate of survey indicating proposed parcel subdivision and new legal descriptions

## **B. STAFF COMMENTS**

### **1. Minor Subdivision**

Originally, the subject property was platted as three separate lots, intended for construction of three single-family homes. However, since the parcels were combined into one parcel for tax purposes years ago, any division of the parcels must result in lots that conform with current zoning standards. The intent of the proposed minor subdivision is to create two lots that conform with current zoning ordinances, one of which will include the existing house and the other for the future construction of a new single-family home. As proposed, the two new lots will conform with the lot dimensions and lot area requirements of the R-2 zoning district, as well as the minor subdivision ordinance and be consistent with the appearance of neighborhoods throughout the city.

	REQUIRED	EXISTING	PROPOSED
LOT AREA	10,000 SQ FT	24,179 SQ FT	Parcel A = 12,119 SQ FT Parcel B = 12,060 SQ FT
LOT FRONTAGE	75 FT	150.37 FT	Parcel A = 75.37 FT Parcel B = 75 FT
LOT DEPTH	130 FT	160.8 FT	NO CHANGE FROM EXISTING

**2. Variance**

In order to create two new parcels that conform with current lot dimensions and area requirements, the division of the current parcels can only occur as proposed, with a north and south orientation. As a result, the existing house on the property will be set back 7.6 feet from the new east side property line, and require a variance of 2.4 feet from the 10 foot setback requirement. The existing house currently complies with the front and rear yard setbacks, but does not comply with the west side yard setback. However, it should be noted that the house was built at this setback and it is not a result of the minor subdivision.

Several residential homes surrounding the subject property are situated on 50' x 140' lots with side setbacks that do not comply with the current 10 foot requirement. For this reason, a 2.4 foot side yard setback variance for the existing house is reasonable, and consistent with adjacent properties. Strict application of the zoning code's side yard setback requirements would prevent the existing house from keeping with the essential character of existing homes in Bayport.

	REQUIRED	EXISTING	PROPOSED FOR EXISTING HOUSE
FRONT YARD SETBACK	20 FT	23.4 FT	NO CHANGE FROM EXISTING
WEST SIDE YARD SETBACK	10 FT	3.4 FT	NO CHANGE FROM EXISTING
EAST SIDE YARD SETBACK	10 FT	82.6 FT	7.6 FT
REAR YARD SETBACK	30 FT	97 FT	NO CHANGE FROM EXISTING

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

**1. Minor subdivision**

Because the proposed subdivision will create two new lots that will conform with the lot dimensions and lot area requirements of the R-2 Single-family zoning district, as well as the minor subdivision ordinance, approval is recommended.

**2. Variance**

Minnesota Statutes 462.357. Subd 6.(2) states in part that "Variances shall only be permitted when they are in harmony with the general purposes and intent of the ordinance and when the variances are consistent with the comprehensive plan. Variances may be granted when the applicant for the variance establishes that there are practical difficulties in complying with the zoning ordinance. 'Practical difficulties,' as used in connection with the granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance; the plight

of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone do not constitute practical difficulties.” This language establishes the criteria by which the city is to consider the variance application.

To obtain reasonable use of the property, and create two lots that comply with the requirements of the current zoning code, a modest variance from the east side yard setback for the existing house would be appropriate. The property is large enough for division into two standard single-family lots. However, because of how the existing house is situated on the property, a variance from the east side yard setback is necessary, to comply with the requirements of the current zoning code. The setbacks for the existing house will be similar to adjacent properties, and will not have a negative impact on the neighborhood. In addition, granting the variance will not alter the essential character of the locality, as the property will be compatible with traditional neighborhoods that surround the area.

To comply with regulations set forth by city code and reduce potential impacts to adjacent properties, staff recommends the following conditions of approval:

- The property owner shall be responsible for having a land surveyor prepare final legal descriptions for the two parcels, in accordance with city approvals.
- The minor subdivision and new legal descriptions for the two parcels shall be recorded with Washington County.
- The newly created parcel shall be for the future construction of a single-family home that meets all requirements of the zoning code.
- The existing shed and garage on the newly created parcel are required to be removed by the current property owner prior to the sale of the property or by June 1, 2015, whichever shall occur first, in order to comply with section 703 of the zoning ordinance, which does not allow accessory structures on a parcel without a primary structure (house).
- All costs associated with city utility services required for the newly created parcel shall be the responsibility of the property owner and shall be paid prior to the issuance of any building permit. Sewer and/or water services shall not be extended to the newly created parcel until the minor subdivision and variance have been approved by the City Council and recorded with Washington County.
- Any proposed construction on the newly created parcel shall be subject to building permits, site plan review, and approval of city staff. Approval of the minor subdivision does not constitute approval of a site plan for future construction.
- Prior to the city issuing a building or grading permit for the newly created parcel, the applicant shall submit grading, drainage, landscaping, site stabilization, and erosion control plans to city staff for review. Methods to preserve trees, as well as minimize impacts associated with water runoff, shall be explored and are encouraged.
- All applicable fees for the construction of a new single-family home on the newly created parcel shall be submitted to the city by the property owner, i.e.

park dedication, water and sewer connection charges, etc. prior to the issuance of any building permit.

***D. PLANNING COMMISSION ACTION***

At its meeting on October 20, 2014, the Planning Commission discussed and held a public hearing on the application. No public comments were received. Following discussion, the Planning Commission voted 4-0 to recommend approval of the application to the City Council, subject to the findings of fact and conditions of approval recommended by staff.

***E. RECOMMENDATION***

Staff recommends approval of a request for a minor subdivision to create two separate parcels at 220 1st Avenue South, together with a 2.4 foot variance from the east side yard setback requirement for the existing single-family house on the property. Suggested findings of fact and conditions of approval are as stated in section "C" of the staff report. City Council action on the application is requested.

DATE: 6 October 2014  
TO: Bayport Planning Committee  
RE: Minor subdivision of 220 First Avenue South

While my father was alive, he had talked about building a duplex next to his home, at 220 First Ave. S., on the two remaining lots he purchased back in the early 50's. As his home sits, it is positioned the wrong way on the plotted lots to utilize the remaining 2 lots free and clear for HIS dream. Over the decades we understand that minimum lots sizes have changed to a larger square foot area than the ones plotted back when the City of Bayport was planned.

Since my father's passing, my mother has moved to Croixdale, and we need to look at the financial needs of her future. We, her children feel that she is in great health and has enough time remaining that the sale of the house and current property as one parcel will not sell at the price that would cover the expense for the care needed for her remaining time.

The sale of Richard Hayner property that has a better maintained home and six city lots has only managed to bring the sale price of \$160,000. With that as a comparison, 220 First Ave S. is worth considerably less.

With these considerations in mind Doris Hayner and her children feel the best way to provide for her is to subdivide her current homestead. We desire to take what was plotted as three lots and now turn it into 2 lots. With her current home on one lot we would make an additional lot of conforming size to the current city standards.

Sincerely,  
Christopher Hayner on behalf of the Hayner Family

Notes:

# CERTIFICATE OF SURVEY

Notes:

Bearing system is assumed datum.

"M." Indicates measured value.

"R." Indicates record value.

Offsets shown to existing structures are measured to the outside building wall, unless shown or noted otherwise.

Any projections from said wall lines, such as eaves, sills, etc., will impact ind. offsets.

See Proposed Parcel Desc's. on Sheet 2 of 2 Sheets.

**BARRETT M. STACK**  
STILLWATER, MINN. 55082  
MINNESOTA REGISTERED  
LAND SURVEYOR  
Tel. No. 439-5430

o Indicates #13774 iron in place.

• Indicates monument found.

Underground or overhead, public or private utilities, on or adjacent the parcels, were not located in this survey, unless shown otherwise.

General spot elevations shown hereon are based on National Geodetic Vertical Datum (NGVD) and are approximate. Do not use these spot elevations for future const.

**SURVEY MADE EXCLUSIVELY FOR:** Mr. Chris Hayner, Contours shown per Wash. Co. Mapping.  
11 Point Road, Bayport, MN 55003

**DESCRIPTION:** Existing Overall Parcel Description: (as provided by client)

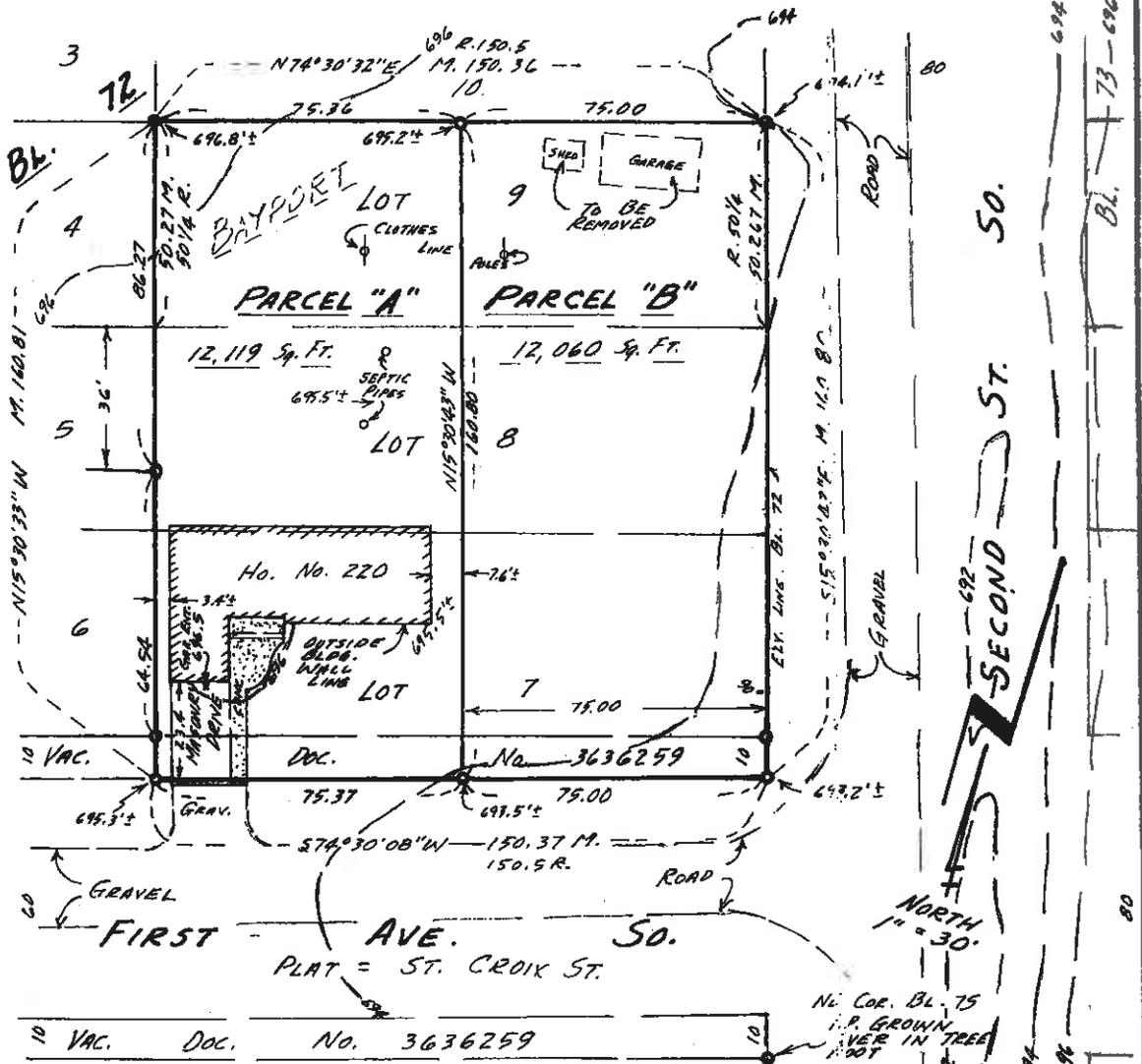
Lots 7, 8 and 9, Block 72, BAYPORT, (formerly South Stillwater) as surveyed and platted and now on file and of record in the office of the County Recorder in and for the County of Washington and State of Minnesota.

Notes: The Overall Parcel contains 24,179 square feet, more or less.  
Proposed Parcel A contains 12,119 square feet, more or less.

Parcel A Impervious Areas:	House and Concrete Steps:	=	1812 square feet
	Masonry Drive and Conc. Walk:	=	546 square feet
	Total:	=	2358 square feet

City of Bayport Setback and Area Requirements:

Setbacks:	Front	=	20 feet	Lot Area	=	10,000 square feet
	Side	=	10 feet	Lot Frntage	=	75 feet
	Rear	=	30 feet	Lot Depth	=	130 feet
	Permitted Impervious Areas	=	35% of Parcel Area.			



I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

*Barrett M. Stack*

Date: Oct. 1, 2014 Reg. No. 13774

LOT 1  
BL. 75

LOT 17

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

**EXTRACT OF THE CITY COUNCIL MEETING MINUTES OF THE CITY OF BAYPORT,  
WASHINGTON COUNTY, MINNESOTA HELD NOVEMBER 10, 2014**

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 10<sup>th</sup> day of November, 2014.

The following members were present:

The following members were absent:

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

**RESOLUTION APPROVING A MINOR SUBDIVISION TO CREATE TWO SEPARATE PARCELS  
AND A VARIANCE FROM THE SIDE YARD SETBACK REQUIREMENT FOR THE EXISTING  
SINGLE-FAMILY HOUSE LOCATED AT 220 1<sup>ST</sup> AVENUE SOUTH, LEGALLY DESCRIBED AS  
LOTS 7-9, BLOCK 72, BAYPORT, WASHINGTON COUNTY, MINNESOTA**

WHEREAS, The city received a request from applicant Chris Hayner, on behalf of property owner Doris Hayner, to consider a minor subdivision to create two separate parcels at 220 1<sup>st</sup> Avenue South, together with a variance from the side yard setback requirement for the existing single-family house on the property, as indicated on the attached Certificate of Survey prepared by Barrett M. Stack dated October 1, 2014 and proposed legal descriptions dated October 2, 2014; and

WHEREAS, The Planning Commission of the City of Bayport held a public hearing on October 20, 2014 for the purpose of obtaining public comment on the application. At the close of the public hearing, the Planning Commission unanimously recommended approval of the application to the City Council; and

WHEREAS, The City Council of the City of Bayport approved the application on November 10, 2014 at its regular meeting; and

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

FINDINGS OF FACT

- A. On or about October 6, 2014, the city received an application requesting a minor subdivision to divide the parcel into two lots, one of which will include the existing house and the other for the future construction of a new single-family home, as well as a request for a variance from the side yard setback for the existing house on the property.
- B. The subject property is zoned R-2 Single-family Urban. The minor subdivision would result in two lots that each comply with the minimum lot dimensions and lot area of the R-2 zoning district. As indicated on the Certificate of Survey prepared by Barrett M. Stack dated October 1, 2014, "Parcel A" shall consist of 12,119 square feet and "Parcel B" shall consist of 12,060 square feet. As a result of the minor subdivision, the existing house would be set back 7.6 feet from the new side lot line and require a side yard setback variance of 2.4 feet.
- C. Minnesota Statutes 462.357. Subd 6.(2) states in part that "Variances shall only be permitted when they are in harmony with the general purposes and intent of the ordinance and when the variances are consistent with the comprehensive plan. Variances may be granted when the applicant for the variance establishes that there are practical difficulties in complying with the zoning ordinance. 'Practical difficulties,' as used in connection with the granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance; the plight of

the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone do not constitute practical difficulties.” This language establishes the criteria by which the city is to consider a variance application.

- D. The property is large enough for division into two standard single-family lots. However, because of how the existing house is situated on the property, a variance from the east side yard setback is necessary and reasonable, to comply with the requirements of the current zoning code. The setbacks for the existing house will be similar to adjacent properties, and will not have a negative impact on the neighborhood. In addition, granting the variance will not alter the essential character of the locality, as the property will be compatible with traditional neighborhoods that surround the area.
- E. The Planning Commission held a public hearing on the application on October 20, 2014. At the close of the public hearing, the Planning Commission unanimously recommended approval of the request to the City Council.
- F. Based on paragraphs (A)-(E) above, a minor subdivision to divide the parcel into two lots, one of which will include the existing house and the other for the future construction of a new single-family home, as well as a request for a variance from the side yard setback for the existing house on the property variance is justified.

NOW THEREFORE BE IT RESOLVED: By the City Council of the City of Bayport, Washington County, Minnesota, does hereby ordain as follows:

- 1. The application is hereby approved, subject to the conditions below and based on findings of fact above:
  - The property owner shall be responsible for having a land surveyor prepare final legal descriptions for the two parcels, in accordance with city approvals, if different from the descriptions prepared by Barrett M. Stack dated October 2, 2014.
  - The minor subdivision and new legal descriptions for the two parcels shall be recorded with Washington County. Once recorded, the city will assign a street address for the new parcel.
  - The newly created parcel shall be for the future construction of a single-family home that meets all requirements of the zoning code.
  - The existing shed and garage on the newly created parcel are required to be removed by the current property owner prior to the sale of the property or by June 1, 2015, whichever shall occur first, in order to comply with section 703 of the zoning ordinance, which does not allow accessory structures on a parcel without a primary structure (house).
  - All costs associated with city utility services required for the newly created parcel shall be the responsibility of the property owner and shall be paid prior to the issuance of any building permit. Sewer and/or water services shall not be extended to the newly created parcel until the minor subdivision and variance have been approved by the City Council and recorded with Washington County.
  - Any proposed construction on the newly created parcel shall be subject to building permits, site plan review, and approval of city staff. Approval of the minor subdivision does not constitute approval of a site plan for future construction nor any easement to provide access to “Parcel A” over “Parcel B.”

- Prior to the city issuing a building or grading permit for the newly created parcel, the applicant shall submit grading, drainage, landscaping, site stabilization, and erosion control plans to city staff for review. Methods to preserve trees, as well as minimize impacts associated with water runoff, shall be explored and are encouraged.
- All applicable fees for the construction of a new single-family home on the newly created parcel shall be submitted to the city by the property owner, i.e. park dedication, water and sewer connection charges, etc. prior to the issuance of any building permit.

2. The entire record of the hearing before the Planning Commission, including without limitation, the testimony and exhibits presented together with the discussion of the City Council regarding the matters described herein are hereby made a part of the record of these proceedings.

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

Susan St. Ores -  
 Dan Goldston -  
 Michele Hanson -

Connie Carlson -  
 Patrick McGann -

THEREUPON said resolution was declared duly passed and adopted and signed by the Mayor and the City Administrator. Passed by the City Council, City of Bayport, Washington County, Minnesota on this 10<sup>th</sup> day of November, 2014.

ATTEST:

\_\_\_\_\_  
 Logan Martin  
 City Administrator

\_\_\_\_\_  
 Susan St. Ores  
 Mayor



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

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Date: November 3, 2014

To: Mayor and City Council

From: Logan Martin, City Administrator  
Sara Taylor, Assistant City Administrator/Planner  
Laura Eastman, Police Chief

Subject: Consider issuance of new on-sale and Sunday liquor licenses for the tavern/restaurant establishment to be located at 193 3<sup>rd</sup> Street North

### ***BACKGROUND***

The city has received an application for new on-sale and Sunday liquor licenses from Steven Meyer, Not Justa Cafe, Inc. for the tavern/restaurant to be located at 193 3<sup>rd</sup> Street North. As part of the application process, a background investigation of the applicant is required, as well as a health, safety, and welfare inspection of the premises by the city. Any issues that arise out of the investigation and inspection must then be resolved prior to the issuance of the licenses, to ensure the premises are fit for occupancy and service. As of the date of this memo, the following are comments from staff:

#### **Administration/Zoning**

The liquor license applications have been received and are complete. The property is zoned B-2 Central Business and tavern/restaurant establishments are a permitted use in this zoning district. Steven and Barbara Meyer currently own 177 3<sup>rd</sup> Street North and operate "Not Justa Café." They are proposing to purchase 193 3<sup>rd</sup> Street North and expand their existing café operation, which includes a proposal to combine the two parcels and join the two buildings. As part of this expansion, the applicant would like to include liquor service. Once the parcels are combined, the new address will be 193 3<sup>rd</sup> Street North. The applicant has supplied proof of insurance for his existing restaurant establishment and is in the process of expanding this policy to include liquor liability insurance, which will be required before his license application can be submitted to the Minnesota Alcohol and Gambling Enforcement Division (AGE) for approval.

It should be noted that the current property at 193 3<sup>rd</sup> Street North has an existing conditional use permit which allows outdoor liquor consumption and outdoor seating. To be consistent with the conditional use permit and other tavern/restaurant establishments in the city, staff recommends that the liquor licenses require outdoor liquor consumption to cease at 10:00 p.m., Sunday – Thursday and 12:00 a.m. on Friday and Saturday. Once the liquor license applications have been approved by the city, staff will forward the applications and certificate of insurance to the AGE. AGE will notify the city when the licenses have been approved and when the sale of liquor is allowed. City staff will issue the appropriate license certificates to the applicant once the parcels have been combined, the building improvements are complete, and the establishment is fit for occupancy and service.

#### **Police**

On October 31, 2014, Inspector Dave Heuer, Washington County Sheriff's Office, completed a background investigation on the applicant. This investigation did not reveal any negative information that would disqualify the applicant from obtaining or holding the requested liquor licenses (see attached).

**Building/Fire**

As stated above, the applicant is in the process of purchasing and combining the two parcels and buildings into one establishment. Once the building improvements are complete, staff will conduct a final inspection to ensure the building meets applicable codes, before the liquor licenses will be issued for the property.

***RECOMMENDATION***

Staff recommends the City Council adopt a motion approving the issuance of an on-sale and Sunday liquor license for Steven Meyer, Not Justa Café, Inc. for the tavern/restaurant to be located at 193 3<sup>rd</sup> Street North, subject to approval of AGE, completion of all building improvements to meet applicable code requirements, and correction of any health, safety, and welfare issues that the city deems necessary, to ensure the establishment is fit for occupancy and service, for a license period to expire on December 31, 2014, with the requirement that the outdoor liquor consumption cease by 10:00 p.m., Sunday – Thursday and 12:00 a.m. on Friday and Saturday.



# Office of the Sheriff

*Commitment to Excellence*



**William M. Hutton**  
Sheriff

**Daniel Starry**  
Chief Deputy

October 31, 2014

To: Chief Laura Eastman  
From: David Heuer

Ref: New Liquor License Application  
Business Name: Not Justa Cafe  
Applicants: Steven Meyer

A liquor license background investigation has been conducted on the above individual. They have applied for a Liquor License in the city of Bayport. During the course of the investigation the following agencies have been checked regarding the applicants.

Federal Bureau of Investigation  
National Crime Information Center  
Minnesota Liquor Control  
Washington County Sheriff  
Minnesota Courts  
Wisconsin Circuit Courts  
C.L.E.A.R.

Steven Meyer is a registered voter in the State of Wisconsin; this along with the copy of his birth certificate, which he provided with the application, confirms his citizenship in the United States. This investigation failed to reveal any negative information or criminal arrests records that would disqualify the applicant from obtaining or holding a liquor license.

David Heuer

Inspector