

**CITY OF BAYPORT
CITY COUNCIL MEETING
Council Chambers, 294 North 3rd Street
February 4, 2013**

REGULAR MEETING

6:00 P.M.

CALL TO ORDER

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

APPROVAL OF AGENDA

PROCLAMATIONS, COMMENDATIONS, PETITIONS, ANNOUNCEMENTS

1. January recycling award recipient is Green Bryant who will receive \$30.00 for his recycling efforts, with funding made possible by a grant from Washington County
2. Applications to fill the City Council vacancy will be accepted until February 21, 2013
3. Pet licenses due February 1, 2013

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. Chad Kulas, Coalition for the St. Croix River Crossing
- 2.

CONSENT AGENDA

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ADJOURNMENT



John Soderberg
*First National Community
Bank
Co-Chair*

Ken Harycki
*Stillwater City Council
Co-Chair*

Thor Becken
Gemstone

LouAnne Berg
*T&L Steel and Electrical
Services*

Chuck Dougherty
Water Street Inn

Curt Geissler
Lakeview Memorial Hospital

Kim Heinemann
Hudson Area Chamber

Chuck LeRoux
Andersen Corporation

Paul Mayer
New Richmond Chamber

Bill Rubin
St. Croix EDC

Daryl Standafer
St. Croix County

Todd Streefer
*Stillwater Chamber of
Commerce*

Gary Kriesel
*Washington County
Ex-Officio*

Mary McComber
*Oak Park Heights City Council
Ex-Officio*

Larry Dowell
*Dowell State and Associates
Executive Director*

January 3, 2013

Dear Mr. Berg,

I write to you today to ask for your support for one of the most important projects in our community in years. The proposed St. Croix River Crossing will not only replace a dilapidated bridge. It will ease congestion, improve traffic safety, reduce water pollution, enhance the public's use and enjoyment of the river valley and protect historic and scenic sites along the river.

The St. Croix River Crossing will have an immediate impact by creating an annual average of 1,400 full-time construction jobs and 1,500 supporting, non-construction jobs in the region. At the peak of construction, there will be an estimated 6,200 full-time employees working together.

It is important to note the project is not only a new bridge. We will finally see much-needed safety improvements to highways connecting to the bridge. The old lift bridge will be converted to a pedestrian and bicycle path, and connect to a new loop trail along scenic river bluffs on both sides of the river.

I believe we will see an improvement in quality of life because of this project. While we remain optimistic construction can begin, opposition still hopes for delays, as in the past when we repeatedly have seen efforts to replace the old lift bridge get stopped at the last minute. Our communities want and need a new bridge. A poll conducted last year showed an amazing 86 percent support for the St. Croix River Crossing.

On behalf of the Coalition for the St. Croix River Crossing, I am requesting a contribution of \$1,000 from the City of Bayport to help support the Coalition's work to keep the project on schedule. Stopping things now would increase both costs and the chances the project never occurs. In order to be successful it is important for the coalition to raise half of our budget from the public sector, equally between Minnesota and Wisconsin. Many communities in Wisconsin have already made contributions, as have the City of Stillwater and Washington County in Minnesota. I believe it is important for the remaining St. Croix Valley communities to join those who have already shown support.

I am available for any questions or assistance you may desire. Do not hesitate to contact myself (651.439.5454) or Chad Kulas (651.221.0851) with anything you may need. Thank you for your consideration.

Ken Harycki

Co-Chair, St. Croix River Crossing

RESOLUTION NO. 13-

**EXTRACT OF THE CITY COUNCIL MEETING MINUTES OF THE CITY OF BAYPORT,
WASHINGTON COUNTY, MINNESOTA HELD FEBRUARY 4, 2013**

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 4th day of February, 2013 at 6:00 p.m.

The following members were present:

The following members were absent:

Councilmember _____ introduced the following resolution and moved its adoption:

**A RESOLUTION APPROVING CONSENT AGENDA ITEMS 1-14 FROM THE
FEBRUARY 4, 2013 CITY COUNCIL AGENDA**

1. December 20, 2012 City Council special meeting minutes
2. January 7, 2013 City Council workshop meeting minutes
3. January 7, 2013 City Council regular meeting minutes
4. January 14, 2013 City Council special meeting minutes
5. January 14, 2013 City Council closed meeting summary
6. January payables and receipts (check numbers 1135389-1135515)
7. January building, plumbing and mechanical permits report
8. Budgeted fund transfers for 2012
9. Pay application #2 from Infratech Infrastructure Technologies, Inc. for the I/I improvements and manhole rehabilitation project
10. Special event application from BCAL for Easter Egg Hunt at Barker's Alps Park on Saturday, March 30, 2013
11. Special event application for wedding reception at Lakeside Park on Saturday, September 7, 2013
12. Special event application for Bayport Farmer's Market at Perro Park, July 1 – October 14, 2013
13. Expiration date for requests for mailed notice of special City Council meetings (*Resolution* ___)
14. Donation of \$75.00 for Police Department from Alex, Susan and Mya Mollrem

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 –

Dan Goldston –
Michele Hanson –

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 4th day of February 2013.

ATTEST:

Sara Taylor, Acting City Administrator

Susan St. Ores, Mayor

**CITY OF BAYPORT
CITY COUNCIL SPECIAL MEETING MINUTES
BAYPORT CITY HALL
December 20, 2012
5:15 p.m.**

CALL TO ORDER

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

ROLL CALL

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

Staff Present: Assistant City Attorney Jennifer Nodes

BUSINESS

Assistant City Attorney Nodes indicated the purpose of the special meeting was to discuss threatened litigation surrounding the employment status of the City Administrator. Attorney Nodes further added that this portion of the City Council meeting will be conducted in a closed session, pursuant to the attorney-client privilege found in Minnesota Statutes, Section 13D.05, Subdivision 3(b). It was moved by Councilmember Carlson and seconded by Councilmember Hanson to proceed into closed session pursuant to Minnesota Statutes, Section 13D.05, Subdivision 3(d). Motion carried 5-0.

[Discussion ensued on the matter pursuant to the attorney-client privilege exception to the Minnesota Open Meeting Law.]

ADJOURNMENT

After discussion concluded, Councilmember Hanson moved for adjournment of the closed session, which was seconded by Councilmember Goldston. Motion carried 5-0.

Councilmember Hanson then moved for adjournment of the special meeting, which was seconded by Councilmember Ostertag. Motion carried 5-0.

**CITY OF BAYPORT
CITY COUNCIL WORKSHOP MEETING MINUTES
COUNCIL CHAMBERS
January 7, 2013
4:30 P.M.**

CALL TO ORDER

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

ROLL CALL

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

Staff Present: Administrator Berg, Assistant Administrator/City Planner Taylor, Public Works Supervisor Horak, Park Consultant Larry Wacker

OVERVIEW OF PRELIMINARY MASTER PLAN CONCEPTS FOR PERRO PARK

Park Consultant Larry Wacker reviewed the master plan process to date, noting city staff has had multiple meetings to assess current park facilities and uses, as well as identify opportunities for potential upgrades and improvements, which included input from Sheila Folden, Physical Education teacher at Andersen Elementary School. Following this review, Consultant Wacker presented an overview of the existing facilities and conditions of Perro Park, recognizing that several of the structures were currently at or have exceeded their life expectancy and are in need of repair.

Consultant Wacker continued the workshop by reviewing two preliminary concept layouts for the park, which incorporated suggested improvements for City Council consideration. For the most part, Concept A maintained the existing general layout of the park, with the exception of eliminating one of the three tennis courts, and repurposing the second tennis court into a half basketball court. Other enhancements, such as the addition of a trail system, expanding the warming house building to include a picnic shelter area and restroom, and moving the playground equipment toward the interior of the park were also shown on the plan. Concept B retained two tennis courts, but moved the hockey rink toward the interior of the park and relocated the warming house and playground area to the northeast corner. Both a trail system and expansion of the warming house were also shown as enhancements on Concept B.

Discussion followed on the concept layouts, including reduction of tennis courts and size of the hockey rink and need for improved park access, turf, trail, picnic area, restrooms, lighting, and a focal point/park identity feature. Although it was noted that several of the current facilities/features serve their purpose, i.e. lighting, turf areas, satellite toilet, and warming house, there are definitely opportunities to make improvements in the way of beautification, efficiency, and accessibility, as well as increase overall park use and generate revenue through park reservations. Following discussion, it was the consensus of the City Council to revise both concepts to include two tennis courts, eliminate the proposed half basketball court, complete proposed trail connections to the warming house and other facilities, and increase the size of the proposed hockey rink (resulting in a slightly smaller hockey rink than what currently exists). The revised concepts will be presented to the public for input and comment, tentatively scheduled for late January or early February.

ADJOURNMENT

Mayor St. Ores adjourned the workshop at 5:55 p.m.

**CITY OF BAYPORT
CITY COUNCIL MEETING MINUTES
COUNCIL CHAMBERS
JANUARY 7, 2013
6:00 P.M.**

CALL TO ORDER

Pursuant to due call and notice, Mayor St. Ores called the regular City Council meeting of January 7, 2013 to order at 6:00 p.m., and asked Councilmembers, staff and the audience to join in pledging allegiance to the American Flag.

Mayor St. Ores requested a moment of silence in remembrance of former City Councilmember Mark Ostertag.

SWEARING IN OF MAYOR SUSAN ST. ORES

City Administrator Berg administered the Oath of Office to Mayor Susan St. Ores.

SWEARING IN OF CITY COUNCILMEMBER CONNIE CARLSON

Mayor St. Ores administered the Oath of Office to Councilmember Connie Carlson.

SWEARING IN OF CITY COUNCILMEMBER DAN GOLDSTON

Mayor St. Ores administered the Oath of Office to Councilmember Dan Goldston.

ROLL CALL

Members Present: Mayor Susan St. Ores, Councilmembers Connie Carlson, Dan Goldston, and Michele Hanson

Members Absent: None

Staff Present: Administrator Mitch Berg, Police Chief Laura Eastman, Deputy Fire Chief Allen Eisinger, Public Works Supervisor Mel Horak, Engineer Barry Peters, Attorney Andy Pratt, Fire Chief Mark Swenson, and Assistant Administrator/Planner Sara Taylor

APPROVAL OF AGENDA

It was moved by Councilmember Hanson and seconded by Councilmember Goldston to approve the January 7, 2013 City Council agenda. Motion carried 4-0.

PROCLAMATIONS/COMMENDATIONS/PETITIONS/ANNOUNCEMENTS

1. The December recycling award recipient was Tom Warner who will receive \$30.00 for his recycling efforts, with funding made possible by a grant from Washington County.
2. Mayor St. Ores noted the tentative Board of Appeal and Equalization Open Book meeting schedule is posted at City Hall and on the city website.
3. Mayor St. Ores recognized resident Rana Kraftson with a Letter of Commendation and Lifesaving Award for her quick thinking on December 11, 2012. Rana was a passenger on a school bus when the bus driver suffered a medical emergency. She was able to stop the bus and radio for assistance.

OPEN FORUM - None

CONSENT AGENDA

Mayor St. Ores read items 1-16 on the consent agenda.

1. December 3, 2012 City Council workshop meeting minutes
2. December 3, 2012 City Council regular meeting minutes
3. December 3, 2012 City Council closed meeting summary
4. December payables and receipts (check numbers 1135260-1135388)
5. December building, plumbing and mechanical permits report
6. Fire protection and rescue service contracts for 2013
7. Pay application #1 from Infratech Infrastructure Technologies for I/I manhole rehabilitation improvements
8. Agreement with Washington County for subsurface sewage treatment system inspection services
9. Agreement with Animal Humane Society for impound housing services for 2013
10. Renewal of PERA leave certification/budget savings program for 2012
11. Joint powers agreement with Washington County Sheriff's Office to purchase fuel for the Police and Fire Departments
12. Renewal of safety consulting and training services for city employees
13. Salary step and pay compensation schedule
14. Resignation of City Administrator Mitch Berg
15. Donation of \$200.00 for Police Department from Harold Radke
16. Donation of \$100.00 for Fire Department from Roger Miller and Mary Zweber

Councilmember Goldston introduced the following resolution and moved its adoption:

Resolution 13-01

**RESOLUTION APPROVING CONSENT AGENDA ITEMS 1-16 FROM THE
JANUARY 7, 2013 CITY COUNCIL AGENDA**

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	Dan Goldston – aye
Connie Carlson – aye	Michele Hanson – aye

PUBLIC HEARINGS – None

COUNCIL LIAISON REPORTS

Mayor St. Ores reviewed the December 13, 2012 meeting of the Middle St. Croix Watershed Management Organization (MSCWMO). Bayport's contribution to the 2013 MSCWMO operating budget will be \$13,214.51. The next meeting is scheduled for Thursday, January 10, 2013.

Mayor St. Ores thanked the youngsters attending Pony Preschool for creating and sharing a 3D map of Bayport. The project will be on display at City Hall during the month of January.

STAFF/CITY ADMINISTRATOR REPORTS

Police Chief Eastman extended the department's condolences on the death of Councilmember and Firefighter Mark Ostertag and recognized his support of Police Department activities. She reviewed her written report, noting the Police Department responded to 3,297 calls in 2012, an increase of approximately 150 from 2011.

Deputy Fire Chief Eisinger and Fire Chief Swenson reviewed the department's written report, noting the breakdown of critical equipment that needed to be ordered and replaced in a timely manner. Chief Swenson has ordered ten replacement air packs and a new compressor and anticipates requesting additional air packs next month to provide consistency for this type of equipment. He noted the

department uses the state bid for purchases to realize the lowest pricing available. The department is also developing a replacement plan for equipment to minimize future breakdowns of critical equipment. The 2012 run summary was handed out, indicating the department made 1,006 runs, compared with 737 in 2011, a 27% increase.

Assistant Administrator/Planner Taylor reviewed her report. She noted the City Council held a workshop on a master plan for Perro Park improvements prior to tonight's regular meeting, and a public comment session will be scheduled for late January or early February. The preliminary concepts will be available for review at City Hall and on the city's website, and residents are encouraged to provide input. The Inspiration development open space restoration and management plan has been updated and recorded with Washington County, and the prescribed burns for this past fall have been completed. Due to dry conditions, planned spraying and planting work has been delayed until spring; however, there will be some additional cutting and burning of downed timber this winter.

Public Works Supervisor Horak stated the department took advantage of the warmer weather to work on water valve/curb stop issues, tree trimming, and cleaning/painting of the ice rink skating house. Department personnel also responded to a significant snowfall event, read the utility meters for the 4th quarter billing cycle, and prepared the ice skating rinks.

Administrator Berg reviewed the Finance and Building Departments quarterly reports. In addition to the written summary, he reported the Finance Officer is preparing the W-2 statements that should be available in the near future. He noted 14 building permits for new single family home construction in the Inspiration development were issued in the 4th quarter, and this construction trend is expected into 2013.

Administrator Berg summarized his written report. In addition, he stated the Metropolitan Council will provide the city with a grant of up to \$73,570.00 for its current inflow and infiltration project. He estimates the city will end the 2012 fiscal year with a surplus of \$75,000.00-\$125,000.00.

CITY BUDGET AND LEVY OVERVIEW FOR 2013

Administrator Berg provided a summary of the final 2013 budget, noting it was published in the city's official newspaper on December 28, 2012. He noted the City Council allocated an additional \$29,600.00 to supplement the park maintenance and capital budgets at the December 3, 2012 meeting. The capital outlay portion of the general fund budget includes replacement of a Fire Department pump truck and a one-ton snowplow truck; the current vehicles are over 20 years old.

UNFINISHED BUSINESS – None

NEW BUSINESS

Consider additional unbudgeted expenditures for 2013: Administrator Berg expressed dismay that the city was unable to secure grant funding for some of the following items; and as a result, he requested consideration to fund these unbudgeted expenditures : City Hall computer server and backup system (\$1,500.00, plus monthly off-site storage fee of \$189.00); Barker's Alps Park buckthorn management plan (\$1,500.00); updating Public Works fire alarm and sprinkler monitoring panel (\$1,238.00); updating Public Works radios to comply with federally mandated narrowband frequency (\$1,065.00); Police Department online investigation system (\$1,560.00/year); and connecting the Fire Department warning siren to the city's new emergency backup generator (\$5,500.00). The total expenditure request is approximately \$15,000.00. Chief Eastman explained that the investigation system would supplement the Bureau of Criminal Apprehension and Washington County background checks by accessing records not currently examined. She stated the Oak Park Heights and Stillwater Police Departments utilize the requested system and she has implemented over \$900 in savings that would help offset the cost. The system has a broad range of access checks, including property records and social media. Fire Chief

Swenson stated he is hopeful the city will receive some grant funding from Washington County for the Fire Department siren connection.

It was moved by Councilmember Hanson and seconded by Councilmember Carlson to approve the six additional expenditures for 2013. Motion carried 4-0.

Consider amending Chapter 2 – Administration of the Bayport City Code of Ordinances related to educational training and tuition reimbursement for city employees: Administrator Berg explained recommended changes to the ordinance that would cap reimbursement at \$3,000.00 per calendar year and outlines consequences/repayment conditions should an employee resign or terminate employment within three years from the date of completing a class. Councilmember Goldston recommended adding a reimbursement percentage based on course completion, in the event of involuntary termination. Staff will revise the ordinance amendment, based on Councilmember input, for consideration at the next meeting.

Consider authorizing the purchase of replacement breathing apparatus and compressor for the Fire Department: The compressor used to fill the firefighters' air packs failed again and is no longer reliable. Administrator Berg reviewed two bids for a 6,000 psi compressor, with the low quote of \$22,044.00 received from MES. MES's quote for ten Scott air packs (\$59,912.50) and two RIT packs (\$6,006.00) matched the state bid pricing. Staff recommended purchase of the replacement breathing apparatus and compressor from MES for a total cost not to exceed \$105,000.00, which includes additional freight, installation and sales tax fees. This expenditure would be funded by the 101 Fire Equipment Replacement account, which has an approximate balance of \$500,000.00.

It was moved by Councilmember Hanson and seconded by Councilmember Goldston to authorize the expenditure of the replacement compressor and new air packs as requested by Fire Chief Swenson. Motion carried 4-0.

Fire Chief Swenson requested direction from the City Council on how to proceed with ordering the replacement fire engine that was approved as part of the 2013 Capital Improvement Plan. He indicated it is a lengthy process and he will be meeting with the City Attorney this week to discuss financing options. The general consensus of the City Council was to review the project at an upcoming meeting when more details are available.

Consider establishing City Council workshop dates for 2013: Staff proposed setting workshop dates on March 4, June 3, September 3 and December 2, 2013, at 4:30 p.m., just prior to regularly scheduled City Council meetings. The workshops could be cancelled if there is no city business to discuss.

It was moved by Councilmember Hanson and seconded by Councilmember Carlson to establish the City Council workshop dates for 2013 as outlined above. Motion carried 4-0.

Consider adopting a resolution recognizing a vacancy on the Bayport City Council: Administrator Berg explained that a vacancy on the City Council must be declared upon the death of Councilmember Mark Ostertag, whose term would have expired December 31, 2014. This action will allow the City Council to fill the vacant seat.

Councilmember Goldston introduced the following resolution and moved its adoption:

Resolution 13-02

**RESOLUTION RECOGNIZING A VACANCY
ON THE BAYPORT CITY COUNCIL**

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
Connie Carlson – aye

Dan Goldston – aye
Michele Hanson – aye

Administrator Berg and City Attorney Pratt explained that the City Council has the option of appointing someone to temporarily fill the vacant seat until the next general election or holding a special election. There would be a cost to hold a special election and the city would be required to first adopt an ordinance describing when a special election could occur upon a vacancy on the City Council. The general consensus of the City Council was to table action on this item to a future meeting.

Consider authorization to begin the hiring process for the City Administrator position: Administrator Berg stated the last hiring process for the City Administrator position was done internally and took approximately five months. Because his resignation is effective March 2, 2013, he recommended the city hire a consultant to assist the city with the search and keep the hiring process on schedule. He has obtained estimates of \$8,500.00-\$15,000.00 for this service. Another suggested option is to contract with an interim City Administrator to help with the hiring process. Mayor St. Ores believes the City Council needs time to evaluate the needs of the city, overall budget and requirements for the position before taking action. The City Council decided to table discussion to a future meeting.

CITY COUNCIL ITEMS AND ANNOUNCEMENTS

1. On behalf of the City Council, Mayor St. Ores expressed heartfelt condolences to the family of fellow colleague and Councilmember Mark Ostertag.

ADJOURNMENT

It was moved by Councilmember Hanson and seconded by Councilmember Goldston to adjourn the meeting at 7:20 p.m. Motion carried 4-0.

City Administrator/Clerk

**CITY OF BAYPORT
CITY COUNCIL SPECIAL MEETING MINUTES
COUNCIL CHAMBERS
January 14, 2013
4:30 P.M.**

CALL TO ORDER

The meeting was called to order by Mayor St. Ores at 4:37 p.m.

ROLL CALL

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

Staff Present: Administrator Berg, Assistant Administrator/City Planner Taylor, Attorney Pratt, Public Works Supervisor Horak, Police Chief Eastman, Finance Officer Madsen, and Building Official Buckley

DISCUSS PROCESS TO FILL THE CITY COUNCIL VACANCY

Attorney Pratt reviewed two options to fill the vacant seat on the City Council. Option 1 was to hold a special election and option 2 was to appoint an individual for the remainder of the seat's term, which expires December 31, 2014. Due to costs, timing, and workload, Attorney Pratt indicated staff's recommendation was to proceed with option 2, which was consistent with the consensus of the City Council. Discussion followed on potential candidates to fill the vacant seat, noting that some residents had already contacted councilmembers regarding their interest in the vacancy. It was decided that the appointment would be handled similar to the process conducted for the appointment of Councilmember Dan Goldston, with applications accepted through late February and verbal presentations from candidates at the March 4, 2013 City Council meeting. A final decision and formal appointment was tentatively scheduled for early April.

DISCUSS HIRING PROCESS FOR THE CITY ADMINISTRATOR POSITION

Attorney Pratt reviewed options to consider for the hiring process, noting it was staff's recommendation to retain a professional consulting firm to assist the city with the process. He also reiterated the importance of designating an individual to serve as the Acting City Administrator, upon the departure of Mitch Berg. The City Council noted they had confidence that the city's existing staff could carry out the general day-to-day operations of the city during the transition, without the need to hire an external interim City Administrator. Following discussion, it was the consensus of the City Council to solicit the expertise of a consulting firm to assist with the hiring process and to appoint Sara Taylor to serve as the Acting City Administrator. Discussion followed on the desire to conduct interviews with 2-3 firms that specialize in executive hiring searches for public sector employment within the next few weeks, with a goal to begin the hiring process in early February.

It was moved by Councilmember Hanson and seconded by Councilmember Carlson to appoint city employee Sara Taylor, Assistant City Administrator/Planner, to serve as the Acting City Administrator as of March 3, 2013 or upon the departure of current City Administrator Mitch Berg, whichever occurs first. Motion carried 4-0.

Attorney Pratt noted that cities typically draft a letter of understanding or agreement that defines the duration, expectations, and compensation for the Acting City Administrator position, for the benefit of both the city and the employee, and recommended the city execute such a written agreement. The City Council acknowledged that additional compensation and some type of agreement would be appropriate

and directed Attorney Pratt to work with Assistant Administrator Taylor to prepare the terms of the agreement.

ADJOURNMENT

It was moved by Councilmember Hanson and seconded by Councilmember Goldston to adjourn into closed session to discuss threatened litigation surrounding the employment status of the current City Administrator at 5:40 p.m.

**CITY OF BAYPORT
CITY COUNCIL CLOSED MEETING SUMMARY
BAYPORT CITY HALL
January 14, 2013
5:45 P.M.**

CALL TO ORDER

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

ROLL CALL

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

Staff Present: City Attorney Pratt and Assistant City Attorney Jennifer Nodes (via telephone)

BUSINESS

City Attorney Pratt indicated the purpose of the meeting was to discuss threatened litigation surrounding the employment status of the City Administrator. Attorney Pratt added that this portion of the City Council meeting will be conducted in a closed session, pursuant to the attorney-client privilege found in Minnesota Statutes, Section 13D.05, Subdivision 3(b). It was moved by Councilmember Hanson and seconded by Councilmember Carlson to proceed into closed session pursuant to Minnesota Statutes, Section 13D.05, Subdivision 3(b). Motion carried 4-0.

[Portion of meeting conducted pursuant to the attorney-client privilege exception to the Minnesota Open Meeting Law.]

ADJOURNMENT

Councilmember Carlson moved for adjournment of the closed session, which was seconded by Councilmember Hanson. Motion carried 4-0.

Councilmember Carlson then moved for adjournment of the special meeting, which was seconded by Councilmember Hanson. Motion carried 4-0.

CITY OF BAYPORT

*Budget Control Summary

Current Period: JANUARY 2013

Account Descr	2013 Cumulative Budget	2013 Cumulative Actuals	2013 Cumulative Variance	2013 %
FUND 101 GENERAL				
Revenue Accounts				
DEPT 00000 GENERAL GOVERNMENT	\$1,663,419.00	\$12,613.00	\$1,650,806.00	99.24%
DEPT 41200 MAYOR & COUNCIL	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41240 RECYCLING	\$5,500.00	\$1,600.00	\$3,900.00	70.91%
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	\$96,750.00	\$24,923.45	\$71,826.55	74.24%
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	\$96,100.00	\$2,018.23	\$94,081.77	97.90%
DEPT 42200 FIRE PROTECTION	\$360,878.00	\$2,141.74	\$378,736.26	99.44%
DEPT 43100 STREET MAINT	\$5,000.00	\$0.00	\$5,000.00	100.00%
DEPT 43130 STREET - FLOOD PREPARATIO	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43200 PARKS	\$27,500.00	\$2,125.91	\$25,374.09	92.27%
DEPT 43300 CEMETERY	\$10,000.00	\$0.00	\$10,000.00	100.00%
DEPT 44100 PROJECT	\$0.00	\$0.00	\$0.00	0.00%
Total Revenue Accounts	\$2,285,147.00	\$45,422.33	\$2,239,724.67	98.01%
Expenditure Accounts				
DEPT 00000 GENERAL GOVERNMENT	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41100 ELECTIONS	\$470.00	\$878.62	-\$408.62	-86.94%
DEPT 41200 MAYOR & COUNCIL	\$141,451.00	\$14,920.12	\$126,530.88	89.45%
DEPT 41240 RECYCLING	\$7,200.00	\$312.89	\$6,887.11	95.65%
DEPT 41400 ADMINISTRATION	\$141,412.00	\$8,552.25	\$132,859.75	93.95%
DEPT 41601 ALLEY PAVING PROJECT	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41603 SO MN STREET UTILITY PROJE	\$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	\$220,503.00	\$13,243.16	\$207,259.84	93.99%
DEPT 41940 MUNICIPAL BUILDINGS	\$39,050.00	\$5,033.06	\$34,016.94	87.11%
DEPT 42100 POLICE	\$719,313.00	\$73,077.35	\$646,235.65	89.84%
DEPT 42200 FIRE PROTECTION	\$438,919.00	\$36,728.01	\$402,190.99	91.63%
DEPT 43100 STREET MAINT	\$267,714.00	\$8,481.73	\$259,232.27	96.83%
DEPT 43130 STREET - FLOOD PREPARATIO	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43160 STREET LIGHTING	\$30,000.00	\$2,337.65	\$27,662.35	92.21%
DEPT 43200 PARKS	\$58,241.00	\$3,702.06	\$54,538.94	93.64%
DEPT 43300 CEMETERY	\$7,475.00	\$325.00	\$7,150.00	95.65%
DEPT 44100 PROJECT	\$79,600.00	\$0.00	\$79,600.00	100.00%
Total Expenditure Accounts	\$2,151,348.00	\$167,591.90	\$1,983,756.10	92.21%

CITY OF BAYPORT

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*Fund Summary -
Budget to Actual©

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JANUARY 2013

	2013 YTD Budget	JANUARY MTD Amount	2013 YTD Amount	2013 YTD Balance	2013 % YTD Budget
FUND 101 GENERAL					
Revenue	\$2,285,147.00	\$45,422.33	\$45,422.33	\$2,239,724.67	1.99%
Expenditure	\$2,151,348.00	\$167,591.90	\$167,591.90	\$1,983,756.10	7.79%
		<u>-\$122,169.57</u>	<u>-\$122,169.57</u>		
FUND 102 STREET RECONSTRUCTION					
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>		
FUND 103 G O TIF BD FUND 1990 CAP PROJ					
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>		
FUND 106 TIF ECON DEV DIST 2					
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>		
FUND 107 TIF REDEVELOPMENT DISTRICT 2-1					
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>		
FUND 200 FIRE EQUIPMENT REPLACEMENT FUN					
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>		
FUND 201 D.A.R.E.					
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
FUND 202 DRUG FORFEITURE					
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>		
FUND 203 PUBLIC WORKS EQUIPMENT REPL					
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>		
FUND 204 RECREATION CAP EQUIP & MAINT					
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>		
FUND 205 TAX STABILIZATION FUND					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

CITY OF BAYPORT

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*Fund Summary -
Budget to Actual©

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JANUARY 2013

	2013 YTD Budget	JANUARY MTD Amount	2013 YTD Amount	2013 YTD Balance	2013 % YTD Budget
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 206 WATER/SEWER IMPROVEMENT FUND					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$74,601.71	\$74,601.71	-\$74,601.71	0.00%
		-\$74,601.71	-\$74,601.71		
FUND 207 PARK IMPROVEMENT FUND					
Revenue	\$0.00	\$5,000.00	\$5,000.00	-\$5,000.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$5,000.00	\$5,000.00		
FUND 208 PRISON SEWER PROJECT					
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		
FUND 209 DEVELOPER REIMBURSED PROJECTS					
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		
FUND 210 K-9 UNIT					
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		
FUND 211 LIBRARY					
Revenue	\$287,230.00	\$636.30	\$636.30	\$286,593.70	0.22%
Expenditure	\$287,230.00	\$13,250.76	\$13,250.76	\$273,979.24	4.61%
		-\$12,614.46	-\$12,614.46		
FUND 303 GO TIF BOND 1990 DEBT SERVICE					
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		
FUND 311 GO IMPROV BONDS OF 1992 DEBT S					
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 412 CEMETERY CAPITAL IMPROV					
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		
FUND 413 POLICE EQUIPMENT FUND					
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

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*Fund Summary -
Budget to Actual©

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JANUARY 2013

	2013 YTD Budget	JANUARY MTD Amount	2013 YTD Amount	2013 YTD Balance	2013 % YTD Budget
		\$0.00	\$0.00		
FUND 414 OFFICE AUTOMATION					
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		
FUND 415 MUNICIPAL BLDGS MAINT					
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		
FUND 416 PERRO CREEK OUTLET					
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		
FUND 601 WATER					
Revenue	\$325,250.00	\$8,646.22	\$8,646.22	\$316,603.78	2.66%
Expenditure	\$491,628.76	\$27,812.85	\$27,812.85	\$463,815.91	5.66%
		-\$19,166.63	-\$19,166.63		
FUND 602 SEWER					
Revenue	\$0.00	\$4,050.00	\$4,050.00	-\$4,050.00	0.00%
Expenditure	\$773,754.76	\$72,151.96	\$72,151.96	\$701,602.80	9.32%
		-\$68,101.96	-\$68,101.96		
FUND 800 INVESTMENTS-POOLED					
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		
FUND 803 P & Z ESCROWS					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$359.16	\$359.16	-\$359.16	0.00%
		-\$359.16	-\$359.16		
FUND 851 NON EXP TRUST					
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		
FUND 999 ACCRUED INT PAYABLE					
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
Report Total		-\$292,013.49	-\$292,013.49		

CITY OF BAYPORT
REVENUE SUMMARY YTD THRU 01/31/2013

FUND	FUND Descr	2013 Budget	2013 YTD Amt	2013 % of Budget	2013 % of Budget Remain
FUND 101	GENERAL	\$2,285,147.00	\$45,422.33	1.99%	98.01%
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	\$0.00	0.00%	0.00%
FUND 200	FIRE EQUIPMENT REPLACEMENT	\$0.00	\$0.00	0.00%	0.00%
FUND 202	DRUG FORFEITURE	\$0.00	\$0.00	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	\$5,000.00	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	\$287,230.00	\$636.30	0.22%	99.78%
FUND 303	GO TIF BOND 1990 DEBT SERVIC	\$0.00	\$0.00	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%
FUND 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	\$325,250.00	\$8,646.22	2.66%	97.34%
FUND 602	SEWER	\$0.00	\$4,050.00	0.00%	0.00%
FUND 800	INVESTMENTS-POOLED	\$0.00	\$0.00	0.00%	0.00%
FUND 803	P & Z ESCROWS	\$0.00	\$0.00	0.00%	0.00%
FUND 851	NON EXP TRUST	\$0.00	\$0.00	0.00%	0.00%
		\$2,897,627.00	\$63,754.85	2.20%	97.80%

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**CITY OF BAYPORT
MONTHLY RECEIPTS**

Period Name: JANUARY

FUN	Tran Date	Amount	Refer	Comments	Account Descr
FUND 101 GENERAL					
101	01/08/13	\$2,300.00	3119	LIQUOR - ON SALE CK # 17534	R 101-00000-32100 BUSINES
101	01/08/13	\$2,000.00	3119	LIQUOR - ON SALE CK # 12037	R 101-00000-32100 BUSINES
101	01/08/13	\$200.00	3119	LIQUOR - SUNDAY CK # 12037	R 101-00000-32100 BUSINES
101	01/08/13	\$2,000.00	3119	LIQUOR - ON SALE CK # 194	R 101-00000-32100 BUSINES
101	01/08/13	\$200.00	3119	LIQUOR - SUNDAY CK # 194	R 101-00000-32100 BUSINES
101	01/08/13	\$200.00	3119	LIQUOR - SUNDAY CK # 4118	R 101-00000-32100 BUSINES
101	01/08/13	\$240.00	3119	LIQUOR - OFF SALE CK # 2135	R 101-00000-32100 BUSINES
101	01/08/13	\$250.00	3119	TOBACCO CK # 2134	R 101-00000-32100 BUSINES
101	01/08/13	\$2,000.00	3119	LIQUOR - ON SALE CK # 4118	R 101-00000-32100 BUSINES
101	01/09/13	\$250.00	3120	TOBACCO CK # 0000831099	R 101-00000-32100 BUSINES
101	01/09/13	\$240.00	3120	LIQUOR - OFF SALE CK # 12288	R 101-00000-32100 BUSINES
101	01/09/13	\$2,000.00	3120	LIQUOR - ON SALE CK # 12288	R 101-00000-32100 BUSINES
101	01/09/13	\$200.00	3120	LIQUOR - SUNDAY CK # 28475	R 101-00000-32100 BUSINES
101	01/09/13	\$300.00	3120	LIQUOR - CLUB CK # 28475	R 101-00000-32100 BUSINES
101	01/09/13	\$140.00	3120	LIQUOR - OFF SALE CK # 17544	R 101-00000-32100 BUSINES
101	01/09/13	\$2.00	3116	COPIES (\$0.25/PAGE) Waste Concepts #5	R 101-00000-34105 USER FEE
101	01/07/13	\$30.00	3118	ASSESSMENT SEARCH CK # 25495	R 101-00000-34105 USER FEE
101	01/09/13	\$30.00	3122	ASSESSMENT SEARCH CK # 6610	R 101-00000-34105 USER FEE
101	01/14/13	\$1.00	3135	NOTARY-NOT CITY BUSINESS CASH	R 101-00000-34105 USER FEE
101	01/29/13	\$30.00	3161	ASSESSMENT SEARCH CK # 9489	R 101-00000-34105 USER FEE
101	01/02/13	\$2,365.00	3103	SAC	G 101-20102 S A C CHARGES
101	01/09/13	\$2,365.00	3126	SAC	G 101-20102 S A C CHARGES
101	01/17/13	\$2,365.00	3142	SAC	G 101-20102 S A C CHARGES
101	01/17/13	\$2,365.00	3143	SAC	G 101-20102 S A C CHARGES
101	01/18/13	\$2,365.00	3145	SAC	G 101-20102 S A C CHARGES
101	01/02/13	\$5.00	3088	PLUMBING SURCHARGE - RESIDENTIAL SI	G 101-20104 STATE SURCHA
101	01/02/13	\$5.00	3088	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	01/02/13	\$142.50	3103	BUILDING SURCHARGE DR Horton, #1468	G 101-20104 STATE SURCHA
101	01/07/13	\$5.00	3115	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	01/09/13	\$40.00	3121	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	01/09/13	\$5.00	3125	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	01/09/13	\$200.00	3126	BUILDING SURCHARGE DR Horton #4781	G 101-20104 STATE SURCHA
101	01/10/13	\$5.00	3128	PLUMBING SURCHARGE - RESIDENTIAL SI	G 101-20104 STATE SURCHA
101	01/10/13	\$5.00	3128	PLUMBING SURCHARGE - RESIDENTIAL SI	G 101-20104 STATE SURCHA
101	01/10/13	\$5.00	3128	PLUMBING SURCHARGE - RESIDENTIAL SI	G 101-20104 STATE SURCHA
101	01/10/13	\$5.00	3128	PLUMBING SURCHARGE - RESIDENTIAL SI	G 101-20104 STATE SURCHA
101	01/10/13	\$5.00	3128	PLUMBING SURCHARGE - RESIDENTIAL SI	G 101-20104 STATE SURCHA
101	01/10/13	\$5.00	3128	PLUMBING SURCHARGE - RESIDENTIAL SI	G 101-20104 STATE SURCHA
101	01/16/13	\$5.00	3140	PLUMBING SURCHARGE - RESIDENTIAL Y	G 101-20104 STATE SURCHA
101	01/17/13	\$167.00	3142	BUILDING SURCHARGE DR Horton #4805	G 101-20104 STATE SURCHA
101	01/17/13	\$177.50	3143	BUILDING SURCHARGE DR Horton #4805	G 101-20104 STATE SURCHA
101	01/17/13	\$5.00	3144	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	01/17/13	\$5.00	3144	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	01/18/13	\$166.00	3145	BUILDING SURCHARGE DR Horton #4805	G 101-20104 STATE SURCHA
101	01/18/13	\$2.45	3148	BUILDING SURCHARGE Geo. Siegfried Con	G 101-20104 STATE SURCHA
101	01/08/13	\$7.12	24	State Sales Tax	G 101-20603 SALES TAX PAY
101	01/22/13	\$84.86	3147	HEALTH PARTNERS CK # 1170842853	G 101-27109 HEALTH PARTN
101	01/22/13	\$58.34	3147	HEALTH SAVING ACCT. CK # 1170842853	G 101-27122 H S A
101	01/02/13	\$200.00	3099	REFUSE HAUL LICENSE Lightning Disposal	R 101-41240-32100 BUSINES
101	01/02/13	\$200.00	3099	REFUSE HAUL LICENSE Republic Services	R 101-41240-32100 BUSINES
101	01/02/13	\$200.00	3099	REFUSE HAUL LICENSE Shamrock Disposa	R 101-41240-32100 BUSINES
101	01/02/13	\$200.00	3099	REFUSE HAUL LICENSE Tennis Roll Off #2	R 101-41240-32100 BUSINES
101	01/02/13	\$200.00	3099	REFUSE HAUL LICENSE Waste Manageme	R 101-41240-32100 BUSINES

**CITY OF BAYPORT
MONTHLY RECEIPTS**

Period Name: JANUARY

FUN	Tran Date	Amount	Refer	Comments	Account Descr
101	01/02/13	\$200.00	3099	REFUSE HAUL LICENSE PPJ Enterprises #	R 101-41240-32100 BUSINES
101	01/02/13	\$200.00	3099	REFUSE HAUL LICENSE Ray Anderson & S	R 101-41240-32100 BUSINES
101	01/02/13	\$200.00	3099	REFUSE HAUL LICENSE Highland Sanitatio	R 101-41240-32100 BUSINES
101	01/02/13	\$50.00	3100	CONTRACTOR LICENSE - SPECIALTY DSM	R 101-41910-32100 BUSINES
101	01/02/13	\$50.00	3100	CONTRACTOR LICENSE - SPECIALTY Asph	R 101-41910-32100 BUSINES
101	01/02/13	\$50.00	3100	CONTRACTOR LICENSE - SPECIALTY Harri	R 101-41910-32100 BUSINES
101	01/02/13	\$50.00	3100	CONTRACTOR LICENSE - SPECIALTY Stan	R 101-41910-32100 BUSINES
101	01/02/13	\$50.00	3100	CONTRACTOR LICENSE - SPECIALTY St. C	R 101-41910-32100 BUSINES
101	01/02/13	\$50.00	3100	CONTRACTOR LICENSE - SPECIALTY Coun	R 101-41910-32100 BUSINES
101	01/02/13	\$50.00	3100	CONTRACTOR LICENSE - SPECIALTY Mille	R 101-41910-32100 BUSINES
101	01/02/13	\$50.00	3100	CONTRACTOR LICENSE - SPECIALTY Ande	R 101-41910-32100 BUSINES
101	01/02/13	\$50.00	3100	CONTRACTOR LICENSE - SPECIALTY Alte	R 101-41910-32100 BUSINES
101	01/02/13	\$50.00	3100	CONTRACTOR LICENSE - SPECIALTY Infra	R 101-41910-32100 BUSINES
101	01/02/13	\$50.00	3100	CONTRACTOR LICENSE - SPECIALTY Sabr	R 101-41910-32100 BUSINES
101	01/02/13	\$50.00	3100	CONTRACTOR LICENSE - SPECIALTY Genz	R 101-41910-32100 BUSINES
101	01/02/13	\$50.00	3100	CONTRACTOR LICENSE - SPECIALTY Asso	R 101-41910-32100 BUSINES
101	01/02/13	\$100.00	3100	CONTRACTOR LICENSE - GENERAL Georg	R 101-41910-32100 BUSINES
101	01/02/13	\$100.00	3100	CONTRACTOR LICENSE - GENERAL Corval	R 101-41910-32100 BUSINES
101	01/02/13	\$50.00	3100	CONTRACTOR LICENSE - SPECIALTY Fires	R 101-41910-32100 BUSINES
101	01/02/13	\$50.00	3100	CONTRACTOR LICENSE - SPECIALTY Corv	R 101-41910-32100 BUSINES
101	01/07/13	\$50.00	3115	CONTRACTOR LICENSE - SPECIALTY Liber	R 101-41910-32100 BUSINES
101	01/14/13	\$50.00	3136	CONTRACTOR LICENSE - SPECIALTY Olso	R 101-41910-32100 BUSINES
101	01/14/13	\$50.00	3137	CONTRACTOR LICENSE - SPECIALTY Mark	R 101-41910-32100 BUSINES
101	01/16/13	\$50.00	3140	CONTRACTOR LICENSE - SPECIALTY Youn	R 101-41910-32100 BUSINES
101	01/29/13	\$50.00	3162	CONTRACTOR LICENSE - SPECIALTY S&S	R 101-41910-32100 BUSINES
101	01/29/13	\$50.00	3164	CONTRACTOR LICENSE - SPECIALTY Hor	R 101-41910-32100 BUSINES
101	01/29/13	\$50.00	3164	CONTRACTOR LICENSE - SPECIALTY Mille	R 101-41910-32100 BUSINES
101	01/29/13	\$50.00	3164	CONTRACTOR LICENSE - SPECIALTY Lawr	R 101-41910-32100 BUSINES
101	01/18/13	\$15.00	3149	SPECIAL EVENT APP - NONPROFIT/PUBLI	R 101-41910-32200 NONBUSI
101	01/18/13	\$82.00	3152	SIGN PERMIT - PERMANENT Lawrence Sig	R 101-41910-32200 NONBUSI
101	01/29/13	\$15.00	3163	SPECIAL EVENT APP - NONPROFIT/PUBLI	R 101-41910-32200 NONBUSI
101	01/02/13	\$2,166.75	3103	BUILDING PERMIT DR Horton, #1468013	R 101-41910-32210 BUILDIN
101	01/02/13	\$1,408.39	3103	PLAN REVIEW	R 101-41910-32210 BUILDIN
101	01/09/13	\$2,856.75	3126	BUILDING PERMIT DR Horton #478186	R 101-41910-32210 BUILDIN
101	01/09/13	\$1,856.89	3126	PLAN REVIEW	R 101-41910-32210 BUILDIN
101	01/17/13	\$2,460.75	3142	BUILDING PERMIT DR Horton #480516	R 101-41910-32210 BUILDIN
101	01/17/13	\$1,599.49	3142	PLAN REVIEW	R 101-41910-32210 BUILDIN
101	01/17/13	\$1,681.39	3143	PLAN REVIEW	R 101-41910-32210 BUILDIN
101	01/17/13	\$2,586.75	3143	BUILDING PERMIT DR Horton #480518	R 101-41910-32210 BUILDIN
101	01/18/13	\$2,448.75	3145	BUILDING PERMIT DR Horton #480517	R 101-41910-32210 BUILDIN
101	01/18/13	\$1,591.69	3145	PLAN REVIEW	R 101-41910-32210 BUILDIN
101	01/18/13	\$118.00	3148	BUILDING PERMIT Geo. Siegfried Constru	R 101-41910-32210 BUILDIN
101	01/02/13	\$75.00	3088	PLUMBING PERMIT - RESIDENTIAL Silver	R 101-41910-32220 PLUMBIN
101	01/10/13	\$75.00	3128	PLUMBING PERMIT - RESIDENTIAL Silver	R 101-41910-32220 PLUMBIN
101	01/10/13	\$75.00	3128	PLUMBING PERMIT - RESIDENTIAL Silver	R 101-41910-32220 PLUMBIN
101	01/10/13	\$75.00	3128	PLUMBING PERMIT - RESIDENTIAL Silver	R 101-41910-32220 PLUMBIN
101	01/10/13	\$75.00	3128	PLUMBING PERMIT - RESIDENTIAL Silver	R 101-41910-32220 PLUMBIN
101	01/10/13	\$75.00	3128	PLUMBING PERMIT - RESIDENTIAL Silver	R 101-41910-32220 PLUMBIN
101	01/10/13	\$75.00	3128	PLUMBING PERMIT - RESIDENTIAL Silver	R 101-41910-32220 PLUMBIN
101	01/16/13	\$75.00	3140	PLUMBING PERMIT - RESIDENTIAL Young	R 101-41910-32220 PLUMBIN
101	01/02/13	\$75.00	3088	MECHANICAL PERMIT - RESIDENTIAL Fire	R 101-41910-32230 MECHANI
101	01/07/13	\$75.00	3115	MECHANICAL PERMIT - RESIDENTIAL Lib	R 101-41910-32230 MECHANI
101	01/09/13	\$600.00	3121	MECHANICAL PERMIT - RESIDENTIAL Sab	R 101-41910-32230 MECHANI
101	01/09/13	\$75.00	3125	MECHANICAL PERMIT - RESIDENTIAL Sab	R 101-41910-32230 MECHANI
101	01/17/13	\$75.00	3144	MECHANICAL PERMIT - RESIDENTIAL Fire	R 101-41910-32230 MECHANI

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FUN	Tran Date	Amount	Refer	Comments	Account Descr
101	01/17/13	\$75.00	3144	MECHANICAL PERMIT - RESIDENTIAL Fire	R 101-41910-32230 MECHANI
101	01/02/13	\$500.00	3098	VACANT BUILDING REGISTRATION Terry	R 101-41910-34100 P & Z PE
101	01/02/13	\$10.00	3097	PET LICENSE - SPAY/NEUT NOVAK - CASH	R 101-42100-32240 ANIMAL F
101	01/02/13	\$10.00	3097	PET LICENSE - SPAY/NEUT GOLDSTON -	R 101-42100-32240 ANIMAL F
101	01/02/13	\$20.00	3097	PET LICENSE - SPAY/NEUT GRAB - CASH	R 101-42100-32240 ANIMAL F
101	01/02/13	\$40.00	3097	PET LICENSE - NO SPAY/NEUT KIRG HOG	R 101-42100-32240 ANIMAL F
101	01/02/13	\$20.00	3097	PET LICENSE - SPAY/NEUT BORGEN #909	R 101-42100-32240 ANIMAL F
101	01/02/13	\$10.00	3097	PET LICENSE - SPAY/NEUT NORDQUIST #	R 101-42100-32240 ANIMAL F
101	01/02/13	\$10.00	3097	PET LICENSE - SPAY/NEUT HOGBERG #1	R 101-42100-32240 ANIMAL F
101	01/02/13	\$10.00	3097	PET LICENSE - SPAY/NEUT HESS #3298	R 101-42100-32240 ANIMAL F
101	01/02/13	\$10.00	3097	PET LICENSE - SPAY/NEUT SPENCER #73	R 101-42100-32240 ANIMAL F
101	01/02/13	\$10.00	3097	PET LICENSE - SPAY/NEUT PURINGTON #	R 101-42100-32240 ANIMAL F
101	01/02/13	\$10.00	3101	PET LICENSE - SPAY/NEUT Hallstrom #31	R 101-42100-32240 ANIMAL F
101	01/02/13	\$10.00	3104	PET LICENSE - SPAY/NEUT Cynthia Utecht	R 101-42100-32240 ANIMAL F
101	01/02/13	\$20.00	3105	PET LICENSE - SPAY/NEUT DeLorme #24	R 101-42100-32240 ANIMAL F
101	01/02/13	\$20.00	3105	PET LICENSE - SPAY/NEUT St. Ores #924	R 101-42100-32240 ANIMAL F
101	01/03/13	\$20.00	3107	PET LICENSE - SPAY/NEUT RALPH ROTHE	R 101-42100-32240 ANIMAL F
101	01/07/13	\$10.00	3108	PET LICENSE - SPAY/NEUT ABRAHAMSON	R 101-42100-32240 ANIMAL F
101	01/07/13	\$10.00	3109	PET LICENSE - SPAY/NEUT CASH - SIEGF	R 101-42100-32240 ANIMAL F
101	01/07/13	\$20.00	3110	PET LICENSE - SPAY/NEUT Goulette #225	R 101-42100-32240 ANIMAL F
101	01/07/13	\$10.00	3111	PET LICENSE - SPAY/NEUT CASH - Lori Ho	R 101-42100-32240 ANIMAL F
101	01/07/13	\$20.00	3112	PET LICENSE - SPAY/NEUT Sarah Anderse	R 101-42100-32240 ANIMAL F
101	01/07/13	\$10.00	3113	PET LICENSE - SPAY/NEUT Maryann Ande	R 101-42100-32240 ANIMAL F
101	01/07/13	\$10.00	3114	PET LICENSE - SPAY/NEUT CASH - Germai	R 101-42100-32240 ANIMAL F
101	01/07/13	\$10.00	3114	PET LICENSE - SPAY/NEUT Severson #96	R 101-42100-32240 ANIMAL F
101	01/09/13	\$20.00	3116	PET LICENSE - SPAY/NEUT Dahl #5485	R 101-42100-32240 ANIMAL F
101	01/09/13	\$10.00	3116	PET LICENSE - SPAY/NEUT Dixon - Cash	R 101-42100-32240 ANIMAL F
101	01/09/13	\$10.00	3116	PET LICENSE - SPAY/NEUT Harvieux - Cas	R 101-42100-32240 ANIMAL F
101	01/09/13	\$10.00	3124	PET LICENSE - SPAY/NEUT Lake - CASH	R 101-42100-32240 ANIMAL F
101	01/09/13	\$10.00	3127	PET LICENSE - SPAY/NEUT Todd #5531	R 101-42100-32240 ANIMAL F
101	01/10/13	\$10.00	3129	PET LICENSE - SPAY/NEUT Peterson #653	R 101-42100-32240 ANIMAL F
101	01/14/13	\$10.00	3133	PET LICENSE - SPAY/NEUT Rygh #6351	R 101-42100-32240 ANIMAL F
101	01/14/13	\$10.00	3134	PET LICENSE - SPAY/NEUT Kaemmer #16	R 101-42100-32240 ANIMAL F
101	01/16/13	\$10.00	3141	PET LICENSE - SPAY/NEUT DICKINSON -	R 101-42100-32240 ANIMAL F
101	01/18/13	\$10.00	3150	PET LICENSE - SPAY/NEUT Pieper #7696	R 101-42100-32240 ANIMAL F
101	01/18/13	\$10.00	3151	PET LICENSE - SPAY/NEUT cash - Hoff	R 101-42100-32240 ANIMAL F
101	01/23/13	\$10.00	3155	PET LICENSE - SPAY/NEUT CASH	R 101-42100-32240 ANIMAL F
101	01/23/13	\$10.00	3155	PET LICENSE - SPAY/NEUT CASH	R 101-42100-32240 ANIMAL F
101	01/28/13	\$10.00	3156	PET LICENSE - SPAY/NEUT Mary Hanf #5	R 101-42100-32240 ANIMAL F
101	01/29/13	\$20.00	3158	PET LICENSE - SPAY/NEUT Shemon #504	R 101-42100-32240 ANIMAL F
101	01/23/13	\$10.00	3159	PET LICENSE - SPAY/NEUT CASH	R 101-42100-32240 ANIMAL F
101	01/29/13	\$10.00	3172	PET LICENSE - SPAY/NEUT E. Johnson #5	R 101-42100-32240 ANIMAL F
101	01/07/13	\$3.99	3095	POLICE ADMINISTRATIVE FEES CK # 444	R 101-42100-33100 ADMINIS
101	01/23/13	\$0.25	3157	POLICE ADMINISTRATIVE FEES CASH	R 101-42100-33100 ADMINIS
101	01/14/13	\$1.70	3138	POLICE REPORTS Appelhof,Pfeifer & Hart,	R 101-42100-34201 POLICE A
101	01/14/13	\$1.00	3139	POLICE REPORTS Auto-Owners Insurance	R 101-42100-34201 POLICE A
101	01/29/13	\$2.50	3170	POLICE REPORTS CK # 24749	R 101-42100-34201 POLICE A
101	01/15/13	\$1,413.79	16622	DEC 2012 WASHINGTON TRAIL COURT	R 101-42100-35101 COURT FI
101	01/07/13	\$75.00	3117	DONATIONS POLICE (U/N) CK # 3182	R 101-42100-36231 DONATIO
101	01/29/13	\$394.56	3165	FIRE - POSTAGE REFUND CK # 2254	E 101-42200-322 POSTAGE
101	01/16/13	\$1,791.74	3146	FIRE PROTECTION PERMITS ck # 55653	R 101-42200-32200 NONBUSI
101	01/23/13	\$250.00	3154	FIRE INSPECTION CK # 51292	R 101-42200-34101 FIRE INS
101	12/31/12	\$100.00	3106	FIRE DONATIONS LAURA EASTMAN #430	R 101-42200-36232 DONATIO
101	01/02/13	\$75.00	3101	BEACHHOUSE - RESIDENT(FRI-SUN) Halls	R 101-43200-34780 PARK FEE

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101	01/02/13	\$25.00	3102	PICNIC SHELTER - RESIDENT (EACH-UP T	R 101-43200-34780 PARK FEE
101	01/10/13	\$1,735.60	3131	STREETS REFUND & REIMBURSEMENTS C	R 101-43200-36240 REFUNDS
101	01/24/13	\$158.97	3160	STREETS REFUND & REIMBURSEMENTS C	R 101-43200-36240 REFUNDS
101	01/24/13	\$131.34	3160	STREETS REFUND & REIMBURSEMENTS C	R 101-43200-36240 REFUNDS
FUND 101 GENER		\$58,061.81			
FUND 206 WATER/SEWER IMPROVEMENT FUND					
206	01/08/13	\$297.84	0	UB Receipt Serv 28 TRUNK W/IND	G 206-12103 A/R GEN BILLIN
206	01/08/13	\$11.45	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	01/08/13	\$83.30	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	01/08/13	\$417.22	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	01/24/13	\$311.76	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	01/08/13	\$69.66	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	01/08/13	\$8.23	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	01/08/13	\$8.95	0	UB Receipt Surc 3 TRUNK WATER	G 206-12103 A/R GEN BILLIN
206	01/08/13	\$10.69	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	01/08/13	\$628.04	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	01/08/13	\$10.14	0	UB Receipt Surc 23 TRUNK SEWER	G 206-12103 A/R GEN BILLIN
206	01/08/13	\$12.01	0	UB Receipt Surc 3 TRUNK WATER	G 206-12103 A/R GEN BILLIN
206	01/10/13	\$130.18	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	01/24/13	\$11.40	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	01/08/13	\$15.15	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	01/08/13	\$30.90	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	01/08/13	\$21.78	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	01/08/13	\$12.25	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	01/08/13	\$324.00	0	UB Receipt Serv 38 TRUNK S/IND	G 206-12103 A/R GEN BILLIN
206	01/09/13	\$280.59	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	01/09/13	\$11.00	0	UB Receipt Surc 23 TRUNK SEWER	G 206-12103 A/R GEN BILLIN
206	01/08/13	\$13.76	0	UB Receipt Surc 23 TRUNK SEWER	G 206-12103 A/R GEN BILLIN
206	01/09/13	\$9.50	0	UB Receipt Surc 3 TRUNK WATER	G 206-12103 A/R GEN BILLIN
206	01/09/13	\$81.09	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	01/09/13	\$248.26	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	01/09/13	\$72.06	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	01/08/13	\$9.18	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	01/15/13	\$296.04	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	01/16/13	\$6.30	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	01/03/13	\$48.38	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	01/16/13	\$60.24	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	01/16/13	\$11.74	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	01/16/13	\$112.20	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	01/29/13	\$145.02	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	01/29/13	\$100.94	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	01/15/13	\$13.80	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	01/23/13	\$51.94	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	01/24/13	\$50.04	0	UB Receipt Surc 23 TRUNK SEWER	G 206-12103 A/R GEN BILLIN
206	01/15/13	\$1.50	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	01/03/13	\$491.87	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	01/03/13	\$33.66	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	01/03/13	\$6.38	0	UB Receipt Serv 41 TRUNK SEWER 1ST	G 206-12103 A/R GEN BILLIN
206	01/16/13	\$6.03	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	01/15/13	\$186.28	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	01/15/13	\$1.57	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	01/29/13	\$5,970.42	0	UB Receipt Surc 23 TRUNK SEWER	G 206-12103 A/R GEN BILLIN
206	01/10/13	\$75.00	0	UB Receipt Serv 21 TRUNK/W COMB	G 206-12103 A/R GEN BILLIN

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206	01/15/13	\$1,134.28	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	01/23/13	\$4.83	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	01/10/13	\$363.69	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	01/10/13	\$81.93	0	UB Receipt Serv 31 TRUNK/S COMB	G 206-12103 A/R GEN BILLIN
206	01/10/13	\$100.60	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	01/10/13	\$15.35	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	01/10/13	\$108.39	0	UB Receipt Serv 41 TRUNK SEWER 1ST	G 206-12103 A/R GEN BILLIN
206	01/24/13	\$215.85	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	01/15/13	\$12.63	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	01/23/13	\$21.90	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	01/23/13	\$50.35	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	01/16/13	\$21.90	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	01/15/13	\$273.77	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	01/15/13	\$725.34	0	UB Receipt Serv 28 TRUNK W/IND	G 206-12103 A/R GEN BILLIN
206	01/03/13	\$11.70	0	UB Receipt Serv 21 TRUNK/W COMB	G 206-12103 A/R GEN BILLIN
206	01/15/13	\$807.23	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	01/03/13	\$678.08	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	01/15/13	\$68.37	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	01/15/13	\$4.99	0	UB Receipt Serv 38 TRUNK S/IND	G 206-12103 A/R GEN BILLIN
206	01/24/13	\$13.78	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
FUND 206 WATER		\$15,524.70			
FUND 207 PARK IMPROVEMENT FUND					
207	01/02/13	\$1,000.00	3103	PARK DEDICATION	R 207-00000-34780 PARK FEE
207	01/09/13	\$1,000.00	3126	PARK DEDICATION	R 207-00000-34780 PARK FEE
207	01/17/13	\$1,000.00	3142	PARK DEDICATION	R 207-00000-34780 PARK FEE
207	01/17/13	\$1,000.00	3143	PARK DEDICATION	R 207-00000-34780 PARK FEE
207	01/18/13	\$1,000.00	3145	PARK DEDICATION	R 207-00000-34780 PARK FEE
FUND 207 PARK I		\$5,000.00			
FUND 211 LIBRARY					
211	01/29/13	\$60.00	3166	LIBRARY SERVICE CHARGE CK # 25120	R 211-45500-34760 LIBRARY
211	01/29/13	\$28.00	3166	LIBRARY SERVICE CHARGE CK # 9419	R 211-45500-34760 LIBRARY
211	01/29/13	\$3.00	3166	LIBRARY SERVICE CHARGE CK # 2091	R 211-45500-34760 LIBRARY
211	01/29/13	\$3.00	3166	LIBRARY SERVICE CHARGE CK # 3030	R 211-45500-34760 LIBRARY
211	01/29/13	\$20.00	3166	LIBRARY SERVICE CHARGE CK # 3020	R 211-45500-34760 LIBRARY
211	01/29/13	\$13.00	3166	LIBRARY SERVICE CHARGE CK # 11421	R 211-45500-34760 LIBRARY
211	01/29/13	\$60.00	3166	LIBRARY SERVICE CHARGE CK # 11838	R 211-45500-34760 LIBRARY
211	01/29/13	\$8.00	3166	LIBRARY SERVICE CHARGE CK # 7901	R 211-45500-34760 LIBRARY
211	01/29/13	\$31.30	3166	LIBRARY SERVICE CHARGE CK # 1984	R 211-45500-34760 LIBRARY
211	01/29/13	\$390.00	3169	LIBRARY RENT CK # 291066	R 211-45500-36220 RENTAL I
211	01/29/13	\$20.00	3168	LIBRARY REFUNDS & REIMB. PROF FEES	R 211-45500-36240 REFUNDS
FUND 211 LIBRA		\$636.30			
FUND 601 WATER					
601	01/03/13	\$10.51	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	01/08/13	\$2.67	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	01/08/13	\$385.13	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	01/03/13	\$6.36	0	UB Receipt Serv 8 SAFE WT'R FE	G 601-14601 WATER BILLING
601	01/03/13	\$108.28	0	UB Receipt Serv 6 WATER METER2	G 601-14601 WATER BILLING
601	01/24/13	\$78.54	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	01/08/13	\$51.08	0	UB Receipt Serv 6 WATER METER2	G 601-14601 WATER BILLING
601	01/08/13	\$100.08	0	UB Receipt Serv 9 INSTITUTION	G 601-14601 WATER BILLING
601	01/03/13	\$603.84	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING

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601	01/08/13	\$102.08	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	01/08/13	\$934.90	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	01/08/13	\$0.09	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	01/08/13	\$132.08	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	01/03/13	\$0.01	0	UB Receipt Serv Pen 5 COMM WATER	G 601-14601 WATER BILLING
601	01/29/13	\$33.79	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	01/09/13	\$79.16	0	UB Receipt Serv 9 INSTITUTION	G 601-14601 WATER BILLING
601	01/08/13	\$195.27	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	01/03/13	\$205.72	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	01/08/13	\$0.51	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	01/08/13	\$55.92	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	01/08/13	\$0.11	0	UB Receipt Serv Pen 5 COMM WATER	G 601-14601 WATER BILLING
601	01/08/13	\$4.77	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	01/08/13	\$12.72	0	UB Receipt Serv 8 SAFE WT'R FE	G 601-14601 WATER BILLING
601	01/08/13	\$0.43	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	01/08/13	\$255.12	0	UB Receipt Serv 2 WATER ONLY	G 601-14601 WATER BILLING
601	01/08/13	\$3,211.60	0	UB Receipt Serv 3 INDUSTRIAL	G 601-14601 WATER BILLING
601	01/08/13	\$1.59	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	01/29/13	\$60.84	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	01/29/13	\$1,716.44	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	01/08/13	\$7,240.75	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	01/15/13	\$7,462.40	0	UB Receipt Serv 3 INDUSTRIAL	G 601-14601 WATER BILLING
601	01/03/13	\$7,890.03	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	01/15/13	\$3.18	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	01/15/13	\$160.32	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	01/15/13	\$245.98	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	01/15/13	\$1,108.12	0	UB Receipt Serv 9 INSTITUTION	G 601-14601 WATER BILLING
601	01/09/13	\$825.08	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	01/15/13	\$7.38	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	01/08/13	\$3.18	0	UB Receipt Serv 8 SAFE WT'R FE	G 601-14601 WATER BILLING
601	01/15/13	\$13.64	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	01/15/13	\$0.33	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	01/15/13	\$14,877.46	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	01/10/13	\$30.42	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	01/10/13	\$4.77	0	UB Receipt Serv 8 SAFE WT'R FE	G 601-14601 WATER BILLING
601	01/10/13	\$4,414.84	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	01/10/13	\$1,543.70	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	01/15/13	\$0.30	0	UB Receipt Serv Pen 5 COMM WATER	G 601-14601 WATER BILLING
601	01/16/13	\$247.48	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	01/23/13	\$3.18	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	01/23/13	\$7.16	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	01/23/13	\$276.94	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	01/23/13	\$11.13	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	01/23/13	\$12.46	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	01/23/13	\$466.82	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	01/15/13	\$3,738.66	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	01/16/13	\$6.36	0	UB Receipt Serv 8 SAFE WT'R FE	G 601-14601 WATER BILLING
601	01/15/13	\$3,195.88	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	01/16/13	\$5.00	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	01/16/13	\$1,377.90	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	01/16/13	\$3.18	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	01/16/13	\$67.32	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	01/15/13	\$73.10	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	01/15/13	\$1.59	0	UB Receipt Serv 8 SAFE WT'R FE	G 601-14601 WATER BILLING

**CITY OF BAYPORT
MONTHLY RECEIPTS**

Period Name: JANUARY

FUN	Tran Date	Amount	Refer	Comments	Account Descr
601	01/16/13	\$28.62	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	01/08/13	\$33.11	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	01/09/13	\$3,249.89	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	01/24/13	\$138.57	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	01/09/13	\$0.11	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	01/09/13	\$4.77	0	UB Receipt Serv 8 SAFE WT'R FE	G 601-14601 WATER BILLING
601	01/08/13	\$74.60	0	UB Receipt Serv 9 INSTITUTION	G 601-14601 WATER BILLING
601	01/24/13	\$3,698.59	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	01/15/13	\$34.98	0	UB Receipt Serv 8 SAFE WT'R FE	G 601-14601 WATER BILLING
601	01/24/13	\$2.50	0	UB Receipt Serv Pen 5 COMM WATER	G 601-14601 WATER BILLING
601	01/24/13	\$1.59	0	UB Receipt Serv 8 SAFE WT'R FE	G 601-14601 WATER BILLING
601	01/24/13	\$133.76	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	01/09/13	\$80.49	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	01/10/13	\$75.52	0	UB Receipt Surc 20 STATE TAX	G 601-14605 SALES TAX REC
601	01/08/13	\$249.64	0	UB Receipt Surc 20 STATE TAX	G 601-14605 SALES TAX REC
601	01/03/13	\$53.21	0	UB Receipt Surc 20 STATE TAX	G 601-14605 SALES TAX REC
601	01/15/13	\$801.07	0	UB Receipt Surc 20 STATE TAX	G 601-14605 SALES TAX REC
601	01/09/13	\$10.76	0	UB Receipt Surc 20 STATE TAX	G 601-14605 SALES TAX REC
601	01/24/13	\$10.09	0	UB Receipt Surc 20 STATE TAX	G 601-14605 SALES TAX REC
601	01/08/13	\$20.88	0	UB Receipt Surc 20 STATE TAX	G 601-14605 SALES TAX REC
601	01/15/13	\$1.15	0	UB Receipt Surc 20 STATE TAX	G 601-14605 SALES TAX REC
601	01/16/13	\$18.97	0	UB Receipt Surc 20 STATE TAX	G 601-14605 SALES TAX REC
601	01/02/13	\$1,000.00	3103	WATER CONNECTION - TO 1 IN	R 601-46120-34601 WATER H
601	01/09/13	\$1,000.00	3126	WATER CONNECTION - TO 1 IN	R 601-46120-34601 WATER H
601	01/16/13	\$1,200.00	3140	WATER CONNECTION - OVER 1 IN	R 601-46120-34601 WATER H
601	01/17/13	\$1,000.00	3142	WATER CONNECTION - TO 1 IN	R 601-46120-34601 WATER H
601	01/17/13	\$1,000.00	3143	WATER CONNECTION - TO 1 IN	R 601-46120-34601 WATER H
601	01/18/13	\$1,000.00	3145	WATER CONNECTION - TO 1 IN	R 601-46120-34601 WATER H
601	01/02/13	\$250.00	3103	WATER METER - TO 1 IN (INCLUDES INS	R 601-46120-34602 WATER M
601	01/09/13	\$350.00	3126	WATER METER - TO 1 IN (INCLUDES INS	R 601-46120-34602 WATER M
601	01/16/13	\$350.00	3140	WATER METER - TO 1 IN (INCLUDES INS	R 601-46120-34602 WATER M
601	01/17/13	\$350.00	3142	WATER METER - TO 1 IN (INCLUDES INS	R 601-46120-34602 WATER M
601	01/17/13	\$350.00	3143	WATER METER - TO 1 IN (INCLUDES INS	R 601-46120-34602 WATER M
601	01/18/13	\$350.00	3145	WATER METER - TO 1 IN (INCLUDES INS	R 601-46120-34602 WATER M
601	01/02/13	\$100.00	3103	WATER CONNECTION INSPECTION	R 601-46120-34603 WATER H
601	01/03/13	\$13.46	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	01/09/13	\$7.54	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	01/16/13	\$5.00	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	01/08/13	\$66.01	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	01/29/13	\$0.29	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	01/24/13	\$105.87	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	01/15/13	\$143.05	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	01/15/13	\$5.00	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
FUND 601 WATER		\$81,044.77			
FUND 602 SEWER					
602	01/08/13	\$3,471.30	0	UB Receipt Serv 23 INDUSTRI SEW	G 602-14602 SEWER BILLING
602	01/08/13	\$0.11	0	UB Receipt Serv Pen 25 COMM SEWER	G 602-14602 SEWER BILLING
602	01/23/13	\$2.50	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	01/08/13	\$0.38	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	01/23/13	\$50.70	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	01/16/13	\$60.70	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	01/08/13	\$4,282.98	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	01/16/13	\$623.60	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING

CITY OF BAYPORT
MONTHLY RECEIPTS
 Period Name: JANUARY

FUN	Tran Date	Amount	Refer	Comments	Account Descr
602	01/08/13	\$86.73	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	01/16/13	\$135.38	0	UB Receipt Serv 14 SEWER METER	G 602-14602 SEWER BILLING
602	01/03/13	\$5,074.89	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	01/03/13	\$10.51	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	01/03/13	\$375.40	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	01/08/13	\$84.50	0	UB Receipt Serv 29 INSTTIT SEWER	G 602-14602 SEWER BILLING
602	01/03/13	\$70.60	0	UB Receipt Serv 15 1ST SEWER	G 602-14602 SEWER BILLING
602	01/03/13	\$0.01	0	UB Receipt Serv Pen 15 1ST SEWER	G 602-14602 SEWER BILLING
602	01/03/13	\$48.50	0	UB Receipt Serv 20 SEWER ONLY	G 602-14602 SEWER BILLING
602	01/08/13	\$718.65	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	01/08/13	\$114.60	0	UB Receipt Serv 29 INSTTIT SEWER	G 602-14602 SEWER BILLING
602	01/23/13	\$540.34	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	01/23/13	\$17.52	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	01/08/13	\$91.70	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	01/08/13	\$0.09	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	01/16/13	\$124.60	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	01/15/13	\$10,039.86	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	01/08/13	\$2.50	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	01/08/13	\$159.50	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	01/08/13	\$130.45	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	01/24/13	\$2,257.78	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	01/08/13	\$2.50	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	01/10/13	\$1,055.44	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	01/24/13	\$117.91	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	01/24/13	\$417.00	0	UB Receipt Serv 13 NSP SEWER	G 602-14602 SEWER BILLING
602	01/24/13	\$156.20	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	01/24/13	\$2.50	0	UB Receipt Serv Pen 25 COMM SEWER	G 602-14602 SEWER BILLING
602	01/09/13	\$10.00	0	UB Receipt Serv 24 SEWER COMMER	G 602-14602 SEWER BILLING
602	01/10/13	\$1,099.70	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	01/15/13	\$14.30	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	01/15/13	\$0.33	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	01/09/13	\$2,603.87	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	01/15/13	\$5.35	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	01/15/13	\$1,946.32	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	01/29/13	\$49,753.50	0	UB Receipt Serv 17 PLANT	G 602-14602 SEWER BILLING
602	01/29/13	\$55.84	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	01/10/13	\$1,225.30	0	UB Receipt Serv 15 1ST SEWER	G 602-14602 SEWER BILLING
602	01/29/13	\$1,054.71	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	01/15/13	\$50.10	0	UB Receipt Serv 23 INDUSTRI SEW	G 602-14602 SEWER BILLING
602	01/09/13	\$0.11	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	01/15/13	\$19,424.14	0	2012 UB Receipt Serv 19 PRISON SEWER	G 602-14602 SEWER BILLING
602	01/15/13	\$134.70	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	01/09/13	\$844.10	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	01/09/13	\$91.70	0	UB Receipt Serv 29 INSTTIT SEWER	G 602-14602 SEWER BILLING
602	01/15/13	\$0.05	0	UB Receipt Serv Pen 25 COMM SEWER	G 602-14602 SEWER BILLING
602	01/15/13	\$758.92	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	01/02/13	\$800.00	3103	SEWER CONNECTION (INCLUDES INSPEC	R 602-46200-34651 SEWER H
602	01/09/13	\$800.00	3126	SEWER CONNECTION (INCLUDES INSPEC	R 602-46200-34651 SEWER H
602	01/17/13	\$800.00	3142	SEWER CONNECTION (INCLUDES INSPEC	R 602-46200-34651 SEWER H
602	01/17/13	\$800.00	3143	SEWER CONNECTION (INCLUDES INSPEC	R 602-46200-34651 SEWER H
602	01/18/13	\$800.00	3145	SEWER CONNECTION (INCLUDES INSPEC	R 602-46200-34651 SEWER H
602	01/14/13	\$50.00	3136	SEWER INSPECTION CHARGE Olson's Sew	R 602-46200-34652 SEWER I
FUND 602 SEWER		<u>\$113,450.97</u>			

CITY OF BAYPORT
MONTHLY RECEIPTS
Period Name: JANUARY

FUN	Tran Date	Amount	Refer	Comments	Account Descr
		\$273,718.55			

CITY OF BAYPORT
EXPENSE SUMMARY YTD THRU 01/31/2013
01 Month = 8.34

DEPT	DEPT Descr	2013 Budget	2013 YTD Amt	Balance	2013 % of Budget Remain
FUND 101 GENERAL					
00000	GENERAL GOVERNMENT	\$0.00	\$0.00	\$0.00	0.00%
41100	ELECTIONS	\$470.00	\$878.62	-\$408.62	-86.94%
41200	MAYOR & COUNCIL	\$141,451.00	\$14,920.12	\$126,530.88	89.45%
41240	RECYCLING	\$7,200.00	\$312.89	\$6,887.11	95.65%
41400	ADMINISTRATION	\$141,412.00	\$8,552.25	\$132,859.75	93.95%
41601	ALLEY PAVING PROJECT	\$0.00	\$0.00	\$0.00	0.00%
41603	SO MN STREET UTILITY PROJEC	\$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 IMPROVEMENTS	\$0.00	\$0.00	\$0.00	0.00%
41903	DEBT SERVICE	\$0.00	\$0.00	\$0.00	0.00%
41910	PLANNING & ZONING	\$220,503.00	\$13,243.16	\$207,259.84	93.99%
41940	MUNICIPAL BUILDINGS	\$39,050.00	\$5,033.06	\$34,016.94	87.11%
42100	POLICE	\$719,313.00	\$73,077.35	\$646,235.65	89.84%
42200	FIRE PROTECTION	\$438,919.00	\$36,728.01	\$402,190.99	91.63%
43100	STREET MAINT	\$267,714.00	\$8,481.73	\$259,232.27	96.83%
43130	STREET - FLOOD PREPARATION	\$0.00	\$0.00	\$0.00	0.00%
43160	STREET LIGHTING	\$30,000.00	\$2,337.65	\$27,662.35	92.21%
43200	PARKS	\$58,241.00	\$3,702.06	\$54,538.94	93.64%
43300	CEMETERY	\$7,475.00	\$325.00	\$7,150.00	95.65%
44100	PROJECT	\$79,600.00	\$0.00	\$79,600.00	100.00%
FUND 101 GENERAL		\$2,151,348.00	\$167,591.90	\$1,983,756.10	92.21%
FUND 208 PRISON SEWER PROJECT					
44100	PROJECT	\$0.00	\$0.00	\$0.00	0.00%
FUND 208 PRISON SEWER PROJECT		\$0.00	\$0.00	\$0.00	0.00%
FUND 209 DEVELOPER REIMBURSED PROJECTS					
41911	BAYTOWN DEVELOPMENTS	\$0.00	\$0.00	\$0.00	0.00%
41912	INSPIRATION	\$0.00	\$0.00	\$0.00	0.00%
41913	EMERALD FALLS	\$0.00	\$0.00	\$0.00	0.00%
FUND 209 DEVELOPER REIMBURSED PROJ		\$0.00	\$0.00	\$0.00	0.00%
FUND 210 K-9 UNIT					
42103	K - 9 UNIT	\$0.00	\$0.00	\$0.00	0.00%
FUND 210 K-9 UNIT		\$0.00	\$0.00	\$0.00	0.00%
FUND 211 LIBRARY					
45500	LIBRARY	\$287,230.00	\$13,250.76	\$273,979.24	95.39%
FUND 211 LIBRARY		\$287,230.00	\$13,250.76	\$273,979.24	95.39%
FUND 412 CEMETERY CAPITAL IMPROV					
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 IMPROV		\$0.00	\$0.00	\$0.00	0.00%

CITY OF BAYPORT
EXPENSE SUMMARY YTD THRU 01/31/2013

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01 Month = 8.34

DEPT	DEPT Descr	2013 Budget	2013 YTD Amt	Balance	2013 % of Budget Remain
FUND 413 POLICE EQUIPMENT FUND					
41900	CAPITAL IMPROVEMENTS	\$0.00	\$0.00	\$0.00	0.00%
42100	POLICE	\$0.00	\$0.00	\$0.00	0.00%
FUND 413 POLICE EQUIPMENT FUND		\$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 IMPROVEMENTS	\$0.00	\$0.00	\$0.00	0.00%
41940	MUNICIPAL BUILDINGS	\$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					
80016	Pete Miller - Feasi Study	\$0.00	\$0.00	\$0.00	0.00%
80018	MSCWM PERRO CREEK OUTLET	\$0.00	\$0.00	\$0.00	0.00%
FUND 416 PERRO CREEK OUTLET		\$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 IMPROVEMEN	\$0.00	\$5,255.93	-\$5,255.93	0.00%
46110	WATER-PUMPHOUSE	\$47,450.00	\$1,939.44	\$45,510.56	95.91%
46120	WATER	\$444,178.76	\$20,617.48	\$423,561.28	95.36%
FUND 601 WATER		\$491,628.76	\$27,812.85	\$463,815.91	94.34%
FUND 602 SEWER					
44100	PROJECT	\$0.00	\$0.00	\$0.00	0.00%
46200	SEWER - OPERATING	\$373,754.76	\$11,620.14	\$362,134.62	96.89%
46990	SEWER - NON-OPERATING	\$400,000.00	\$60,531.82	\$339,468.18	84.87%
FUND 602 SEWER		\$773,754.76	\$72,151.96	\$701,602.80	90.68%
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%

CITY OF BAYPORT
EXPENSE SUMMARY YTD THRU 01/31/2013
01 Month = 8.34

DEPT	DEPT Descr	2013 Budget	2013 YTD Amt	Balance	2013 % of Budget Remain
80001	ANDERSEN ESCROW	\$0.00	\$0.00	\$0.00	0.00%
80003	BAYTOWN ANNEXATION	\$0.00	\$0.00	\$0.00	0.00%
80006	OSTERTAG VARIANCE	\$0.00	\$0.00	\$0.00	0.00%
80008	CHARLES LUTZ STREET VACATI	\$0.00	\$0.00	\$0.00	0.00%
80010	JERRY PETERSON ESCROW	\$0.00	\$0.00	\$0.00	0.00%
80011	CAPTAINS CORNER	\$0.00	\$0.00	\$0.00	0.00%
80012	FRIENDS OF ST. CROIX PREP.	\$0.00	\$0.00	\$0.00	0.00%
80013	BAYPORT MARINA	\$0.00	\$0.00	\$0.00	0.00%
80014	GROUP 41 (MIKE SCHALON	\$0.00	\$0.00	\$0.00	0.00%
80015	GARY SWAGER	\$0.00	\$0.00	\$0.00	0.00%
80016	Pete Miller - Feasi Study	\$0.00	\$0.00	\$0.00	0.00%
80017	AMERICAN LEGION POST 491	\$0.00	\$0.00	\$0.00	0.00%
80018	MSCWM PERRO CREEK OUTLET	\$0.00	\$0.00	\$0.00	0.00%
80019	JG HAUSE CONSTRUCTION	\$0.00	\$0.00	\$0.00	0.00%
80020	HYNNEK CUP APPLICATION	\$0.00	\$0.00	\$0.00	0.00%
80021	GORDON TELLINGHUISEN	\$0.00	\$0.00	\$0.00	0.00%
80022	DUANCE JOHNSON	\$0.00	\$0.00	\$0.00	0.00%
80023	MI-TECH SERVICES, INC.	\$0.00	\$0.00	\$0.00	0.00%
80024	RICK PARENT	\$0.00	\$0.00	\$0.00	0.00%
80025	JUDY SEEBERGER	\$0.00	\$0.00	\$0.00	0.00%
80026	MIDWEST PARA TRANSIT	\$0.00	\$0.00	\$0.00	0.00%
80027	CEMETARY - ST. MIKE S/ST. CH	\$0.00	\$0.00	\$0.00	0.00%
80028	ASPHALT SPEC - 111 CENTRAL	\$0.00	\$0.00	\$0.00	0.00%
80029	BRIAN ZELLER	\$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 GROUP	\$0.00	\$0.00	\$0.00	0.00%
80043	MAINSTREET HOLDING, LLC	\$0.00	\$359.16	-\$359.16	0.00%
FUND 803 P & Z ESCROWS		\$0.00	\$359.16	-\$359.16	0.00%
FUND 999 ACCRUED INT PAYABLE					
41000	DEPRECIATION EXP - GEN GOV	\$0.00	\$0.00	\$0.00	0.00%
42000	PUBLIC SAFE CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00	0.00%
43000	DEPRECIATION EXP - PUBLIC W	\$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%
44000	DEPRECIATION EXP - LIBRARY	\$0.00	\$0.00	\$0.00	0.00%
45000	DEPRECIATION EXP - PARKS	\$0.00	\$0.00	\$0.00	0.00%
47000	INTEREST EXP	\$0.00	\$0.00	\$0.00	0.00%
FUND 999 ACCRUED INT PAYABLE		\$0.00	\$0.00	\$0.00	0.00%

CITY OF BAYPORT
EXPENSE SUMMARY YTD THRU 01/31/2013
01 Month = 8.34

DEPT	DEPT Descr	2013 Budget	2013 YTD Amt	Balance	2013 % of Budget Remain
		\$3,703,961.52	\$281,166.63	\$3,422,794.89	92.41%

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MONTHLY EXPENSES 1135389-1135515

Period Name: JANUARY

Search Name	FU	Tran Date	Amount	A c	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
FUND 101 GENERAL									
DEPT 41100 ELECTIONS									
BAYPORT PRINTING HOU	101	01/30/13	\$878.62	E	41100	350	NEWSLETTER & POSTAG	PRINTING & PUBL	1135473
DEPT 41100 ELECTIONS			\$878.62						
DEPT 41200 MAYOR & COUNCIL									
U S BANK VISA	101	01/30/13	\$6.06	E	41200	201	ADM - 4798 1754 4300 2	OFFICE SUPPLIES	1135508
ECKBERG, LAMMERS, BRI	101	01/23/13	\$398.75	E	41200	300	COUNCIL MEMBER VACA	PROF SER-LEGAL	1135429
ECKBERG, LAMMERS, BRI	101	01/23/13	\$0.03	E	41200	300	SALES TAX	PROF SER-LEGAL	1135429
ECKBERG, LAMMERS, BRI	101	01/23/13	\$507.50	E	41200	300	CITY ADMINISTRATOR R	PROF SER-LEGAL	1135429
ECKBERG, LAMMERS, BRI	101	01/23/13	\$0.00	E	41200	300	DANGERSOUS DOG-N/C	PROF SER-LEGAL	1135429
ECKBERG, LAMMERS, BRI	101	01/23/13	\$1,573.25	E	41200	300	GENERAL MATTERS	PROF SER-LEGAL	1135429
ECKBERG, LAMMERS, BRI	101	01/23/13	\$50.75	E	41200	300	LABOR NEGOTIATIONS	PROF SER-LEGAL	1135429
ECKBERG, LAMMERS, BRI	101	01/23/13	\$1,124.15	E	41200	300	PERSONNEL MATTERS	PROF SER-LEGAL	1135429
ECKBERG, LAMMERS, BRI	101	01/23/13	\$529.25	E	41200	300	GROUP 41 LITIGATION	PROF SER-LEGAL	1135429
ECKBERG, LAMMERS, BRI	101	01/23/13	\$200.00	E	41200	300	MEETINGS	PROF SER-LEGAL	1135429
S E H	101	01/23/13	\$352.80	E	41200	301	STAFF MTG	PROF SER-ENGIN	1135449
S E H	101	01/23/13	\$73.75	E	41200	301	ATTEND CC MTG	PROF SER-ENGIN	1135449
S E H	101	01/23/13	\$168.16	E	41200	301	LAND PURCHASE	PROF SER-ENGIN	1135449
S E H	101	01/23/13	\$168.15	E	41200	301	4TH AVE BOAT RAMP	PROF SER-ENGIN	1135449
STILLWATER GAZETTE	101	01/22/13	\$31.70	E	41200	350	2012 - GENERAL FUND P	PRINTING & PUBL	1135451
US INTERNET	101	01/23/13	\$50.60	E	41200	416	MTHLY SECUR 1/19/13-2	REPAIR/MAINT OF	1135510
METRO CITIES	101	01/23/13	\$1,594.00	E	41200	433	2013 - MEMBERSHIP DU	DUES & MEMBERS	1135493
MIDDLE ST CROIX WATER	101	01/07/13	\$6,607.25	E	41200	433	2013 1ST HALF JOINT P	DUES & MEMBERS	1135415
SCVRTA	101	01/07/13	\$125.00	E	41200	433	2013 MEMBERSHIP	DUES & MEMBERS	1135418
U S BANK VISA	101	01/30/13	\$100.64	E	41200	444	ADM - 4798 1754 4300 2	COMMUNITY PRO	1135508
DEPT 41200 MAYOR & COUNCIL			\$13,661.79						
DEPT 41240 RECYCLING									
BRYANT, GREEN	101	01/30/13	\$30.00	E	41240	370	JANUARY 2013 MTHLY R	RECYCLING INCE	1135476
DEPT 41240 RECYCLING			\$30.00						
DEPT 41400 ADMINISTRATION									
U S BANK VISA	101	01/30/13	\$36.40	E	41400	201	TLF ROSE FORAL AND G	OFFICE SUPPLIES	1135508
MITCH BERG	101	01/22/13	\$416.33	E	41400	400	2012-MILEAGE REIMBUR	USE OF PERSONA	1135444
MAMA	101	01/23/13	\$20.00	E	41400	402	2013 MAMA JAN LUNCHE	CONFERENCES &	1135491
TR COMPUTER SALES LLC	101	01/30/13	\$92.95	E	41400	416	SYMANTEC BACKUP REN	REPAIR/MAINT OF	1135507
TR COMPUTER SALES LLC	101	01/23/13	\$72.14	E	41400	416	2013 SONICWALL SECUR	REPAIR/MAINT OF	1135507
TR COMPUTER SALES LLC	101	01/23/13	\$220.23	E	41400	416	2012 - COMPUTER CONS	REPAIR/MAINT OF	1135452
MAILFINANCE	101	01/07/13	\$69.02	E	41400	416	POSTAL LEASE1-30-13/0	REPAIR/MAINT OF	1135413
MINNESOTA CLERKS FINA	101	01/24/13	\$35.00	E	41400	433	APPLICATION FEE/S TAY	DUES & MEMBERS	1135464
DEPT 41400 ADMINISTRATION			\$962.07						
DEPT 41910 PLANNING & ZONING									
U S BANK VISA	101	01/30/13	\$30.33	E	41910	201	ADM - 4798 1754 4300 2	OFFICE SUPPLIES	1135508
S E H	101	01/23/13	\$358.03	E	41910	301	CERT OF SURVEY REVIE	PROF SER-ENGIN	1135449
BUCKLEY, JOHN	101	01/07/13	\$155.38	E	41910	400	MILEAGE REIMBURSEME	USE OF PERSONA	1135408
BUCKLEY, JOHN	101	01/23/13	\$217.56	E	41910	400	MILEAGE REIMBUREMEN	USE OF PERSONA	1135457
BAYPORT TRANSMISSION	101	01/23/13	\$278.61	E	41910	412	2013 - 2004 EXPEND FO	REP & MAINT VEH	1135474
WASHINGTON COUNTY/D	101	01/23/13	\$423.75	E	41910	412	2013 - LICENSE PLATES/	REP & MAINT VEH	1135463
TR COMPUTER SALES LLC	101	01/30/13	\$77.46	E	41910	416	SYMANTEC BACKUP REN	REPAIR/MAINT OF	1135507
TR COMPUTER SALES LLC	101	01/23/13	\$60.11	E	41910	416	2013 SONICWALL SECUR	REPAIR/MAINT OF	1135507
TR COMPUTER SALES LLC	101	01/23/13	\$183.53	E	41910	416	2012 - COMPUTER CONS	REPAIR/MAINT OF	1135452
MAILFINANCE	101	01/07/13	\$57.51	E	41910	416	POSTAL LEASE1-30-13/0	REPAIR/MAINT OF	1135413
MNAPA	101	01/22/13	\$50.00	E	41910	433	2012 DUES & MEMBERSH	DUES & MEMBERS	1135446

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MONTHLY EXPENSES 1135389-1135515

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DEPT 41910 PLANNING & ZONING			\$1,892.27						
DEPT 41940 MUNICIPAL BUILDINGS									
WASHINGTON COUNTY S	101	01/23/13	\$272.82	E	41940	302	2013 CODE RED FEE	CONTRACT SERVI	1135513
JOHNSON, CHAD	101	01/30/13	\$325.00	E	41940	302	JAN 2013 CLEANING SE	CONTRACT SERVI	1135488
NOVA COMMUNICATIONS	101	01/22/13	\$60.00	E	41940	321	2012 - APPLY CAL FORW	COMMUNICATION	1135447
OFFICE OF ENT TECHNOL	101	01/23/13	\$506.70	E	41940	321	2012 - DECEMBER ADM	COMMUNICATION	1135499
COMCAST	101	01/30/13	\$49.90	E	41940	321	HIGH-SPEED INTERNET/	COMMUNICATION	1135481
XCEL	101	01/03/13	\$683.62	E	41940	380	2012 GAS & ELECTRIC S	ELECTRIC SERVIC	1135406
XCEL	101	01/03/13	\$197.06	E	41940	381	2012 GAS & ELECTRIC S	FUEL FOR HEAT	1135406
SUMMIT FIRE PROTECTIO	101	01/30/13	\$255.00	E	41940	420	ANNUAL FIRE INSPECTIO	R & M BLDGS, ST	1135503
CHRIS AMDAHL LOCKSMI	101	01/30/13	\$187.90	E	41940	420	REPLACE COMBO LOCK/B	R & M BLDGS, ST	1135479
NARDINI FIRE EQUIPMEN	101	01/07/13	\$1,119.03	E	41940	420	2012 ANNUAL SVC/CITY	R & M BLDGS, ST	1135417
PLUNKETT S PEST CONTR	101	01/23/13	\$692.03	E	41940	420	2013 ANNUAL CITY HALL	R & M BLDGS, ST	1135501
SLINGER, AARON	101	01/03/13	\$65.00	E	41940	420	2012 CLEANING SERVICE	R & M BLDGS, ST	1135400
ELECTRO WATCHMAN, IN	101	01/30/13	\$619.00	E	41940	420	FIRE ALARM SYSTEM/BU	R & M BLDGS, ST	1135485
DEPT 41940 MUNICIPAL BUILDING			\$5,033.06						
DEPT 42100 POLICE									
CITY OF WOODBURY	101	01/30/13	\$1,680.95	E	42100	107	2013 SPECIAL RESPONSE	TACTICAL TEAM S	1135480
U S BANK VISA	101	01/30/13	\$30.33	E	42100	201	ADM - 4798 1754 4300 2	OFFICE SUPPLIES	1135508
UNIFORMS UNLIMITED	101	01/30/13	\$27.78	E	42100	202	UNIFORMS - J DEAL/POL	UNIFORMS - MISC	1135509
ANCOM COMMUNICATION	101	01/03/13	\$213.00	E	42100	202	2012 OPERATING SUPPLI	UNIFORMS - MISC	1135389
U S BANK VISA	101	01/30/13	\$33.30	E	42100	208	STREICHER'S	UNIFORMS - JAY	1135468
WASHINGTON COUNTY S	101	01/03/13	\$1,572.65	E	42100	212	DEC 2012 FUEL/POLICE	MOTOR FUELS & L	1135405
HOLIDAY FLEET	101	01/03/13	\$3.26	E	42100	212	2012 FUEL	MOTOR FUELS & L	1135393
U S BANK VISA	101	01/30/13	\$5.35	E	42100	220	HOLIDAY STN	OPERATING SUPP	1135468
U S BANK VISA	101	01/30/13	\$80.54	E	42100	220	OFFICE MAX	OPERATING SUPP	1135468
ECKBERG, LAMMERS, BRI	101	01/22/13	\$2,368.92	E	42100	300	2012 - PROSECUTION/P	PROF SER-LEGAL	1135429
HAROLDS TOWING & REC	101	01/22/13	\$105.00	E	42100	306	2012 - K9 TAKE HOME/P	PROF SER-OTHER	1135433
STILLWATER TOWING IN	101	01/03/13	\$133.59	E	42100	306	2012 DODGE CHARGER 2	PROF SER-OTHER	1135401
VERIZON WIRELESS	101	01/23/13	\$210.06	E	42100	321	2013 - PHONES/POLICE	COMMUNICATION	1135458
VERIZON WIRELESS	101	01/07/13	\$133.64	E	42100	321	2012 PHONES/POLICE D	COMMUNICATION	1135419
WASHINGTON COUNTY S	101	01/22/13	\$4,809.25	E	42100	391	2012 - 4QTR RECORDS-A	SHARED AUTOMA	1135456
WASHINGTON COUNTY S	101	01/22/13	\$1,125.00	E	42100	391	2012 - 4TH QTR 2012 M	SHARED AUTOMA	1135456
WASHINGTON COUNTY P	101	01/03/13	\$1,236.24	E	42100	391	2012 4TH QTR RADIO US	SHARED AUTOMA	1135404
MINNESOTA CHIEFS OF P	101	01/23/13	\$485.00	E	42100	403	2013 POLICE EXPO/HUT	POLICE TRAINING	1135495
MINNESOTA CHIEFS OF P	101	01/23/13	\$325.00	E	42100	403	2013 POLICE EXPO/EAST	POLICE TRAINING	1135495
KEEPRS, INC	101	01/23/13	\$1,962.76	E	42100	403	2013 - SUPPLIES/POLICE	POLICE TRAINING	1135489
BAYPORT TRANSMISSION	101	01/23/13	\$432.46	E	42100	412	2013 - 2004 TAHOE/POLI	REP & MAINT VEH	1135474
BAYPORT TRANSMISSION	101	01/07/13	\$44.75	E	42100	412	2013 VEH. MAINT./POLIC	REP & MAINT VEH	1135407
DISCOUNT TIRE CO	101	01/07/13	\$400.00	E	42100	412	2013 TIRES FOR 2002VW	REP & MAINT VEH	1135409
BAYPORT TRANSMISSION	101	01/23/13	\$238.90	E	42100	412	2013 - 2009 DODGE CHA	REP & MAINT VEH	1135474
TR COMPUTER SALES LLC	101	01/23/13	\$183.53	E	42100	416	2012 - COMPUTER CONS	REPAIR/MAINT OF	1135452
MAILFINANCE	101	01/07/13	\$57.51	E	42100	416	POSTAL LEASE1-30-13/0	REPAIR/MAINT OF	1135413
TR COMPUTER SALES LLC	101	01/30/13	\$77.46	E	42100	416	SYMANTEC BACKUP REN	REPAIR/MAINT OF	1135507
TR COMPUTER SALES LLC	101	01/23/13	\$60.11	E	42100	416	2013 SONICWALL SECUR	REPAIR/MAINT OF	1135507
MINNESOTA CHIEFS OF P	101	01/07/13	\$230.00	E	42100	433	2013 MEMBERSHIP DUES	DUES & MEMBERS	1135416
EMERGENCY AUTOMOTIV	101	01/03/13	\$592.00	E	42100	438	2012 SERVICE & LABOR/	TRANSFER OUT/O	1135391
GRAFIX SHOPPE	101	01/07/13	\$990.00	E	42100	530	2013 DODGE CHARGER/	CAPITAL ASSETS	1135412
MIKE MOTORS OF MINNE	101	01/03/13	\$26,020.00	E	42100	530	2013 DODGE CHARGER/	CAPITAL ASSETS	1135396
DEPT 42100 POLICE			\$45,868.34						
DEPT 42200 FIRE PROTECTION									
GALOWITZ, MIKE	101	01/22/13	\$12.79	E	42200	201	2012 - REIMBURSEMENT	OFFICE SUPPLIES	1135431

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XCEL	101	01/03/13	\$2,337.65	E	43160	380	2012 GAS & ELECTRIC S	ELECTRIC SERVIC	1135406
DEPT 43160 STREET LIGHTING			\$2,337.65						
DEPT 43200 PARKS									
HOLIDAY FLEET	101	01/03/13	\$307.63	E	43200	212	2012 FUEL	MOTOR FUELS & L	1135393
ZERO WASTE USA, INC.	101	01/30/13	\$336.00	E	43200	220	PET WASTE BAGS/PARKS	OPERATING SUPP	1135514
T. R. F. SUPPLY	101	01/30/13	\$628.42	E	43200	220	TRASH CAN LINERS/PAR	OPERATING SUPP	1135505
H&L MESABI	101	01/22/13	\$224.55	E	43200	412	PLOW CUTTING EDGE/P	REP & MAINT VEH	1135432
TR COMPUTER SALES LLC	101	01/23/13	\$36.70	E	43200	416	2012 - COMPUTER CONS	REPAIR/MAINT OF	1135452
TR COMPUTER SALES LLC	101	01/30/13	\$15.49	E	43200	416	SYMANTEC BACKUP REN	REPAIR/MAINT OF	1135507
MAILFINANCE	101	01/07/13	\$11.50	E	43200	416	POSTAL LEASE1-30-13/0	REPAIR/MAINT OF	1135413
TR COMPUTER SALES LLC	101	01/23/13	\$12.02	E	43200	416	2013 SONICWALL SECUR	REPAIR/MAINT OF	1135507
AIR FRESH PORTABLE TOI	101	01/30/13	\$78.75	E	43200	425	TENNIS CT 1/18/13-2/14	SATILLITIES	1135469
AIR FRESH PORTABLE TOI	101	01/22/13	\$78.75	E	43200	425	2012 - TENNIS CT & RIV	SATILLITIES	1135423
AIR FRESH PORTABLE TOI	101	01/22/13	\$168.72	E	43200	425	2012 - TENNIS CT & RIV	SATILLITIES	1135423
AIR FRESH PORTABLE TOI	101	01/30/13	\$11.22	E	43200	425	SALES TAX	SATILLITIES	1135469
AIR FRESH PORTABLE TOI	101	01/30/13	\$78.75	E	43200	425	RIVERSIDE 1/16/13-2/12	SATILLITIES	1135469
DEPT 43200 PARKS			\$1,988.50						
DEPT 43300 CEMETERY									
LANDSCAPES BY MARK	101	01/22/13	\$325.00	E	43300	310	2012 - GRAVE WAS CRIB	GRAVE OPENINGS	1135438
DEPT 43300 CEMETERY			\$325.00						
FUND 101 GENERAL			\$111,333.33						
FUND 206 WATER/SEWER IMPROVEMENT FUND									
DEPT 41608 2012 I & I PROJECT									
S E H	206	01/23/13	\$2,620.68	E	41608	301	2012 - DEC I/I EMPROVE	PROF SER-ENGIN	1135449
INFRASTRUCTURES TECH	206	01/03/13	\$71,981.03	E	41608	305	2012/2013 I/I IMPROVE	PROF SER-CONTR	1135394
DEPT 41608 2012 I & I PROJECT			\$74,601.71						
FUND 206 WATER/SEWER IMPROVEM			\$74,601.71						
FUND 211 LIBRARY									
DEPT 45500 LIBRARY									
DEMCO	211	01/30/13	\$23.09	E	45500	201	OPERATING MATERIAL/L	OFFICE SUPPLIES	1135482
BAKER & TAYLOR	211	01/22/13	\$119.42	E	45500	217	2012 - BOOKS/LIBRARY	MATERIALS & PR	1135427
BAKER & TAYLOR	211	01/22/13	\$27.70	E	45500	217	2012 - BOOKS/LIBRARY	MATERIALS & PR	1135427
BAKER & TAYLOR	211	01/22/13	\$51.90	E	45500	217	2012 - BOOKS/LIBRARY	MATERIALS & PR	1135427
BAKER & TAYLOR	211	01/22/13	\$54.25	E	45500	217	2012 - BOOKS/LIBRARY	MATERIALS & PR	1135427
BAKER & TAYLOR	211	01/22/13	\$13.74	E	45500	217	2012 - BOOKS/LIBRARY	MATERIALS & PR	1135427
BAKER & TAYLOR	211	01/22/13	\$52.04	E	45500	217	2012 - BOOKS/LIBRARY	MATERIALS & PR	1135427
BAKER & TAYLOR	211	01/22/13	\$39.71	E	45500	217	2012 - BOOKS/LIBRARY	MATERIALS & PR	1135427
INNOVATIVE OFFICE SOL	211	01/30/13	\$383.92	E	45500	220	OFFICE SUPPLIES/LIBRA	OPERATING SUPP	1135487
SHARON SIPPEL	211	01/30/13	\$1,275.00	E	45500	302	JAN 2013 CLEANNING SE	CONTRACT SERVI	1135502
OFFICE OF ENT TECHNOL	211	01/28/13	\$72.68	E	45500	321	2012 PHONE/LIBRARY D	COMMUNICATION	1135466
COMCAST	211	01/30/13	\$79.90	E	45500	321	HIGH-SPEED INTERNET/	COMMUNICATION	1135481
XCEL	211	01/03/13	\$856.01	E	45500	380	2012 GAS & ELECTRIC S	ELECTRIC SERVIC	1135406
XCEL	211	01/03/13	\$846.15	E	45500	381	2012 GAS & ELECTRIC S	FUEL FOR HEAT	1135406
WASHINGTON COUNTY LI	211	01/07/13	\$118.95	E	45500	391	SMALL ENGIN REPAIR 1/	SHARED AUTOMA	1135421
WASHINGTON COUNTY LI	211	01/30/13	\$59.00	E	45500	391	ANTIQUES & COLL 1/1/1	SHARED AUTOMA	1135511
WASHINGTON COUNTY LI	211	01/30/13	\$143.25	E	45500	391	SYMANTEC ANTIVIRUS 1	SHARED AUTOMA	1135511
WASHINGTON COUNTY LI	211	01/30/13	\$32.98	E	45500	391	2012 - 4TH QTR. POSTA	SHARED AUTOMA	1135511
TOSHIBA BUSINESS SOLU	211	01/30/13	\$54.49	E	45500	416	PARTS, LABOR, TONER/L	REPAIR/MAINT OF	1135506
DEPT 45500 LIBRARY			\$4,304.18						
FUND 211 LIBRARY			\$4,304.18						

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Search Name	FU	Tran Date	Amount	A c	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
FUND 601 WATER									
DEPT 44151 TCE WATER MAIN IMPROVEMENTS									
S E H	601	01/23/13	\$5,255.93	E	44151	301	2012 - TCE WATER MAIN	PROF SER-ENGIN	1135449
DEPT 44151 TCE WATER MAIN IMP			\$5,255.93						
DEPT 46110 WATER-PUMPHOUSE									
XCEL	601	01/03/13	\$1,738.75	E	46110	380	2012 GAS & ELECTRIC S	ELECTRIC SERVIC	1135406
XCEL	601	01/03/13	\$200.69	E	46110	381	2012 GAS & ELECTRIC S	FUEL FOR HEAT	1135406
DEPT 46110 WATER-PUMPHOUSE			\$1,939.44						
DEPT 46120 WATER									
MINNESOTA UC FUND/DE	601	01/22/13	\$578.69	E	46120	131	2012 - UNEMPLOY 07986	CONT TO EMPLOY	1135443
U S BANK VISA	601	01/30/13	\$6.06	E	46120	201	ADM - 4798 1754 4300 2	OFFICE SUPPLIES	1135508
ZIEGLER INC.	601	01/30/13	\$168.01	E	46120	212	OIL TESTING - CAT LOA	MOTOR FUELS & L	1135515
ZIEGLER INC.	601	01/30/13	\$821.41	E	46120	212	FILTERS & SUPPLIES-CA	MOTOR FUELS & L	1135515
HOLIDAY FLEET	601	01/03/13	\$419.80	E	46120	212	2012 FUEL	MOTOR FUELS & L	1135393
HAWKINS WATER	601	01/30/13	\$6,163.52	E	46120	216	WATER TREATMENT SUP	CHEMICALS AND	1135486
HAWKINS WATER	601	01/22/13	\$35.00	E	46120	216	2012 - WATER TREATME	CHEMICALS AND	1135434
HAWKINS WATER	601	01/30/13	\$78.86	E	46120	216	WATER TESTING/WATER	CHEMICALS AND	1135486
BANYON DATA SYSTEMS	601	01/30/13	\$402.97	E	46120	302	2013 ANNUAL UTILITY B	CONTRACT SERVI	1135472
WASHINGTON COUNTY P	601	01/30/13	\$60.00	E	46120	302	ANNUAL BASE FEE/WATE	CONTRACT SERVI	1135512
ONE CALL CONCEPTS	601	01/30/13	\$100.00	E	46120	307	LOCATES/WATER DEPT.	GOPHER STATE O	1135500
ONE CALL CONCEPTS	601	01/22/13	\$44.95	E	46120	307	2012 - DECEMBER LOCA	GOPHER STATE O	1135448
COMCAST	601	01/30/13	\$128.34	E	46120	321	HIGH-SPEED INTERNET/	COMMUNICATION	1135481
XCEL	601	01/03/13	\$1,405.64	E	46120	380	2012 GAS & ELECTRIC S	ELECTRIC SERVIC	1135406
XCEL	601	01/03/13	\$1,088.73	E	46120	381	2012 GAS & ELECTRIC S	FUEL FOR HEAT	1135406
CARQUEST OF STILLWATE	601	01/30/13	\$74.14	E	46120	412	SHOP SUPPLIES/WATER	REP & MAINT VEH	1135478
CARQUEST OF STILLWATE	601	01/30/13	\$17.20	E	46120	412	DEGREASER/WATER DEP	REP & MAINT VEH	1135478
CARQUEST OF STILLWATE	601	01/30/13	\$2.36	E	46120	412	CAP SCREWS/WATER DE	REP & MAINT VEH	1135478
TR COMPUTER SALES LLC	601	01/30/13	\$15.49	E	46120	416	SYMANTEC BACKUP REN	REPAIR/MAINT OF	1135507
TR COMPUTER SALES LLC	601	01/23/13	\$36.70	E	46120	416	2012 - COMPUTER CONS	REPAIR/MAINT OF	1135452
MAILFINANCE	601	01/07/13	\$11.50	E	46120	416	POSTAL LEASE1-30-13/0	REPAIR/MAINT OF	1135413
TR COMPUTER SALES LLC	601	01/23/13	\$12.02	E	46120	416	2013 SONICWALL SECUR	REPAIR/MAINT OF	1135507
MENARDS-STILLWATER	601	01/30/13	\$18.23	E	46120	420	DOOR PULL & HOOKS/W	R & M BLDGS, ST	1135492
MINNESOTA RURAL WATE	601	01/23/13	\$235.00	E	46120	433	2013 MEMBERSHIP	DUES & MEMBERS	1135496
DEPT 46120 WATER			\$11,924.62						
FUND 601 WATER			\$19,119.99						
FUND 602 SEWER									
DEPT 46200 SEWER - OPERATING									
U S BANK VISA	602	01/30/13	\$6.11	E	46200	201	ADM - 4798 1754 4300 2	OFFICE SUPPLIES	1135508
BANYON DATA SYSTEMS	602	01/30/13	\$402.97	E	46200	201	2013 ANNUAL UTILITY B	OFFICE SUPPLIES	1135472
SUMMIT FIRE PROTECTIO	602	01/30/13	\$290.00	E	46200	302	ANNUAL INSPECTION/SE	CONTRACT SERVI	1135503
AIR FRESH PORTABLE TOI	602	01/23/13	\$74.99	E	46200	302	2013 INSPIRATION LIFT	CONTRACT SERVI	1135469
CARQUEST OF STILLWATE	602	01/23/13	\$8.25	E	46200	412	2013 - HOSE REPAIR/SE	REP & MAINT VEH	1135478
TR COMPUTER SALES LLC	602	01/23/13	\$36.74	E	46200	416	2012 - COMPUTER CONS	REPAIR/MAINT OF	1135452
TR COMPUTER SALES LLC	602	01/30/13	\$15.50	E	46200	416	SYMANTEC BACKUP REN	REPAIR/MAINT OF	1135507
TR COMPUTER SALES LLC	602	01/23/13	\$12.05	E	46200	416	2013 SONICWALL SECUR	REPAIR/MAINT OF	1135507
MAILFINANCE	602	01/07/13	\$11.53	E	46200	416	POSTAL LEASE1-30-13/0	REPAIR/MAINT OF	1135413
MAILE ENTERPRISES, INC	602	01/30/13	\$1,105.09	E	46200	419	HYDRANT MARKERS/SE	REPAIR & MAINT	1135490
LAKE COUNTRY DOOR LL	602	01/22/13	\$195.00	E	46200	420	2012 GARAGE DOOR REP	R & M BLDGS, ST	1135437
DEPT 46200 SEWER - OPERATING			\$2,158.23						
DEPT 46990 SEWER - NON-OPERATING									

CITY OF BAYPORT
MONTHLY EXPENSES 1135389-1135515

Period Name: JANUARY

Search Name	FU	Tran Date	Amount	A c	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
METROPOLITAN COUNCIL	602	01/30/13	\$30,265.91	E	46990	434	FEB 2013 ANNUAL FLOW	STATE FEES FOR	1135494
METROPOLITAN COUNCIL	602	01/07/13	\$30,265.91	E	46990	434	2013 JAN ANNUAL MTHL	STATE FEES FOR	1135414
DEPT 46990 SEWER - NON-OPERAT			\$60,531.82						
FUND 602 SEWER			\$62,690.05						
FUND 803 P & Z ESCROWS									
DEPT 80043 MAINSTREET HOLDING, LLC									
ECKBERG, LAMMERS, BRI	803	01/23/13	\$145.00	E	80043	300	INSPIRATION DEVELOPM	PROF SER-LEGAL	1135429
S E H	803	01/23/13	\$168.16	E	80043	301	INSPIRATION LETTER OF	PROF SER-ENGIN	1135449
WASHINGTON COUNTY R	803	01/23/13	\$46.00	E	80043	350	2012 - MAINSTREET HOL	PRINTING & PUBL	1135455
DEPT 80043 MAINSTREET HOLDING			\$359.16						
FUND 803 P & Z ESCROWS			\$359.16						
			\$272,408.42						

City of Bayport

294 North 3rd Street

Bayport, MN 55003

Phone: 651-275-4404

Fax: 651-275-4411

Building Permit Log

For: January, 2013

Printed: 1/29/2013

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Permit Number: BP2013-3	Filing Date: 1/16/2013
Parcel Address: 100 4TH Ave. N.	BAYPORT, MN 55003
Applicant: GEORGE SIEGFRIED	Applicant Phone: 651-275-1112
GEORGE SIEGFRIED CONSTRUCTION General	
Construction Value: \$4,900.00	Total Fees: \$120.45

Permit Number: BP2013-4	Filing Date: 1/23/2013
Parcel Address: 4260 STAGECOACH TRAIL N.	STILLWATER, MN 55082
Applicant: BROTHERS FIRE PROTECTION	Applicant Phone:
BROTHERS FIRE PROTECTION COMPANY FIRE	
Construction Value:	Total Fees: \$250.00

Permit Number: BP2013-5	Filing Date: 1/29/2013
Parcel Address: 555 2nd Street N.	Bayport, MN 55003
Applicant: JUDY LANGFORD	Applicant Phone: ,
OWNER OWNER	
Construction Value: \$5,000.00	Total Fees: \$120.50

Permit Number: MC2013-1	Filing Date: 1/8/2013
Parcel Address: 232 4TH St. N.	BAYPORT, MN 55003
Applicant: LIBERTY COMFORT SYSTEMS	Applicant Phone: 763-422-8760
LIBERTY COMFORT SYSTEMS MECHANICAL	
Construction Value: \$9,700.00	Total Fees: \$80.00

Permit Number: MC2013-10	Filing Date: 1/9/2013
Parcel Address: 464 PRAIRIE WAY S.	BAYPORT, MN 55003
Applicant: SABRE PLUMBING HEATING & AC	Applicant Phone: 763-473-2267
SABRE PLUMBING HEATING & AC	
Construction Value: \$8,818.00	Total Fees: \$80.00

Building Permit Log

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Permit Number: MC2013-17
Parcel Address: 520 PRAIRIE WAY S.
Applicant:FIRESIDE HEARTH & HOME
FIRESIDE HEARTH & HOME TECHNOLOGIES, INC.
Construction Value:\$1,000.00
Filing Date: 1/29/2013
BAYPORT, MN 55003
Applicant Phone: 651-633-1042
Total Fees: \$80.00

Permit Number: MC2013-18
Parcel Address: 140 7TH Street N.
Applicant:FIRESIDE HEARTH & HOME
FIRESIDE HEARTH & HOME TECHNOLOGIES, INC.
Construction Value:\$3,600.00
Filing Date: 1/29/2013
BAYPORT, MN 55003
Applicant Phone: 651-633-1042
Total Fees: \$80.00

Permit Number: MC2013-19
Parcel Address: 1202 PIONEER TRAIL
Applicant:BURNSVILLE HEATING & AC
BURNSVILLE HEATING & AC MECHANICAL
Construction Value:\$2,140.00
Filing Date: 1/29/2013
BAYPORT, MN 55003
Applicant Phone: 952-894-0005
Total Fees: \$80.00

Permit Number: MC2013-2
Parcel Address: 972 INSPIRATION PARKWAY N.
Applicant:SABRE PLUMBING HEATING & AC
SABRE PLUMBING HEATING & AC
Construction Value:\$9,071.00
Filing Date: 1/9/2013
BAYPORT, MN 55003
Applicant Phone: 763-473-2267
Total Fees: \$80.00

Permit Number: MC2013-3
Parcel Address: 967 INSPIRATION PARKWAY N.
Applicant:SABRE PLUMBING HEATING & AC
SABRE PLUMBING HEATING & AC
Construction Value:\$9,441.00
Filing Date: 1/9/2013
BAYPORT, MN 55003
Applicant Phone: 763-473-2267
Total Fees: \$80.00

Permit Number: MC2013-4
Parcel Address: 963 INSPIRATION PARKWAY N.
Applicant:SABRE PLUMBING HEATING & AC
SABRE PLUMBING HEATING & AC
Construction Value:\$8,778.00
Filing Date: 1/9/2013
BAYPORT, MN 55003
Applicant Phone: 763-473-2267
Total Fees: \$80.00

Building Permit Log

For: January, 2013

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Permit Number: MC2013-5	Filing Date: 1/9/2013
Parcel Address: 955 INSPIRATION PARKWAY N.	BAYPORT, MN 55003
Applicant: SABRE PLUMBING HEATING & AC SABRE PLUMBING HEATING & AC	Applicant Phone: 763-473-2267
Construction Value: \$8,176.00	Total Fees: \$80.00

Permit Number: MC2013-6	Filing Date: 1/9/2013
Parcel Address: 520 PRAIRIE WAY S.	BAYPORT, MN 55003
Applicant: SABRE PLUMBING HEATING & AC SABRE PLUMBING HEATING & AC	Applicant Phone: 763-473-2267
Construction Value: \$8,080.00	Total Fees: \$80.00

Permit Number: MC2013-7	Filing Date: 1/9/2013
Parcel Address: 532 PRAIRIE WAY S.	BAYPORT, MN 55003
Applicant: SABRE PLUMBING HEATING & AC SABRE PLUMBING HEATING & AC	Applicant Phone: 763-473-2267
Construction Value: \$8,881.00	Total Fees: \$80.00

Permit Number: MC2013-8	Filing Date: 1/9/2013
Parcel Address: 905 INSPIRATION PARKWAY S.	
Applicant: SABRE PLUMBING HEATING & AC SABRE PLUMBING HEATING & AC	Applicant Phone: 763-473-2267
Construction Value: \$7,790.00	Total Fees: \$80.00

Permit Number: MC2013-9	Filing Date: 1/9/2013
Parcel Address: 997 INSPIRATION PARKWAY N.	BAYPORT, MN 55003
Applicant: SABRE PLUMBING HEATING & AC SABRE PLUMBING HEATING & AC	Applicant Phone: 763-473-2267
Construction Value: \$8,818.00	Total Fees: \$80.00

Permit Number: PL2013-1	Filing Date: 1/9/2013
Parcel Address: 520 PRAIRIE WAY S.	BAYPORT, MN 55003
Applicant: SILVER TREE PLUMBING & SILVER TREE PLUMBING & HEATING, LLC	Applicant Phone: 651-319-4103
Construction Value: \$9,900.00	Total Fees: \$80.00

Building Permit Log

For: January, 2013

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Permit Number: PL2013-2	Filing Date: 1/9/2013
Parcel Address: 955 INSPIRATION PARKWAY N. BAYPORT, MN 55003	
Applicant: SILVER TREE PLUMBING & SILVER TREE PLUMBING & HEATING, LLC	Applicant Phone: 651-319-4103
Construction Value: \$9,100.00	Total Fees: \$80.00

Permit Number: PL2013-3	Filing Date: 1/9/2013
Parcel Address: 532 PRAIRIE WAY S. BAYPORT, MN 55003	
Applicant: SILVER TREE PLUMBING & SILVER TREE PLUMBING & HEATING, LLC	Applicant Phone: 651-319-4103
Construction Value: \$10,100.00	Total Fees: \$80.00

Permit Number: PL2013-4	Filing Date: 1/9/2013
Parcel Address: 997 INSPIRATION PARKWAY N. BAYPORT, MN 55003	
Applicant: SILVER TREE PLUMBING & SILVER TREE PLUMBING & HEATING, LLC	Applicant Phone: 651-319-4103
Construction Value: \$10,600.00	Total Fees: \$80.00

Permit Number: PL2013-5	Filing Date: 1/9/2013
Parcel Address: 963 INSPIRATION PARKWAY N. BAYPORT, MN 55003	
Applicant: SILVER TREE PLUMBING & SILVER TREE PLUMBING & HEATING, LLC	Applicant Phone: 651-319-4103
Construction Value: \$8,500.00	Total Fees: \$80.00

Permit Number: PL2013-6	Filing Date: 1/15/2013
Parcel Address: 4357 PARIS AVENUE NORTH STILLWATER, MN 55082	
Applicant: YOUNGFIELD HOMES JOHNSON EXCAVATING SEWER & WATER	Applicant Phone: 952-469-4066
Construction Value:	Total Fees: \$1,630.00

Permit Number: PL2013-7	Filing Date: 1/29/2013
Parcel Address: 997 INSPIRATION PARKWAY N. BAYPORT, MN 55003	
Applicant: SILVER TREE PLUMBING & SILVER TREE PLUMBING & HEATING, LLC	Applicant Phone: 651-319-4103
Construction Value: \$10,600.00	Total Fees: \$80.00

Building Permit Log

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Permit Number: PL2013-8**Filing Date:** 1/29/2013**Parcel Address:** 963 INSPIRATION PARKWAY N. BAYPORT, MN 55003**Applicant:** SILVER TREE PLUMBING &
SILVER TREE PLUMBING & HEATING, LLC**Applicant Phone:** 651-319-4103**Construction Value:**\$8,500.00**Total Fees:** \$80.00

Permit Number: SG2013-1**Filing Date:** 1/17/2013**Parcel Address:** 100 4TH Ave. N.

BAYPORT, MN 55003

Applicant:LAWRENCE SIGN
LAWRENCE SIGN Sign**Applicant Phone:** 651-488-6711**Construction Value:****Total Fees:** \$82.00



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

Date: January 16, 2013
To: Mayor and City Council
From: Wanda Madsen, Finance Officer
Subject: **Budgeted Fund Transfers for 2012**

BACKGROUND

In the 2012 budget, the city budgeted for the following fund transfers:

- Transferring \$5,000.00 from the city's Water Department Fund # 601 to the city's Public Works Equipment Replacement Fund # 101 (203), effective December 31, 2012.
- Transferring \$110,000.00 from the city's Sewer Department Fund # 602 to the city's Public Works Equipment Replacement Fund # 101 (203), effective December 31, 2012.
- Transferring \$1,000.00 from the city's Water Department Fund # 601 to the city's Municipal Buildings Maintenance Fund # 101 (415), effective December 31, 2012.
- Transferring \$1,000.00 from the city's Sewer Department Fund # 602 to the city's Municipal Buildings Maintenance Fund # 101 (415), effective December 31, 2012.
- Transferring \$475.00 from the city's Water Department Fund # 601 to the city's Office Automation Fund # 101 (414), effective December 31, 2012.
- Transferring \$475.00 from the city's Sewer Department Fund # 602 to the city's Office Automation Fund # 101 (414), effective December 31, 2012.

RECOMMENDATION

Staff recommends the City Council authorize staff to complete the budgeted fund transfers listed above.



Application for Payment
 (Unit Price Contract)
 No. 2

Eng. Project No.: BAYPO 121883

Location: City of Bayport

Contractor Infratech Infrastructure Technologies, Inc. Contract Date _____
21040 Commerce Boulevard
Rogers, MN 55374 Contract Amount \$ 190,725.00

Contract for 2012/2013 I/I Improvements - Manhole Rehabilitation
 Application Date 1/24/13 For Period Ending 12/31/12

Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
1	MOBILIZATION	LS	1	0.5	\$5,000.00	\$2,500.00
2	TRAFFIC CONTROL	LS	1	0.5	4,000.00	\$2,000.00
3	SALVAGE MH CASTING	EACH	59	33	450.00	\$14,850.00
4	INSTALL MH CASTING	EACH	10	1	400.00	\$400.00
5	F&I MH CASTING	EACH	49	32	700.00	\$22,400.00
6	FULL DEPTH MANHOLE LINING	LF	330	120.9	245.00	\$29,620.50
7	WEARING COURSE MIXTURE	TON	44	5.1	625.00	\$3,187.50
8	NON-WEARING COURSE MIXTURE	TON	5	5.1	625.00	\$3,187.50
9	AGGREGATE BASE	TON	90	10.4	60.00	\$624.00
Total Contract Amount						\$78,769.50

Application for Payment (continued)

Total Contract Amount	\$ 190,725.00	Total Amount Earned	\$ 78,769.50
Contract Change Order No. _____		Material Suitably Stored on Site, Not Incorporated into Work	_____
Contract Change Order No. _____		Percent Complete	_____
Contract Change Order No. _____		Percent Complete	_____
Less Previous Applications:		Percent Complete	_____
AFP No. 1: <u>71,981.03</u>	AFP No. 6: _____	GROSS AMOUNT DUE	\$ 78,769.50
AFP No. 2: _____	AFP No. 7: _____	LESS 5 % RETAINAGE	\$ 3,938.48
AFP No. 3: _____	AFP No. 8: _____	AMOUNT DUE TO DATE	\$ 74,831.03
AFP No. 4: _____	AFP No. 9: _____	LESS PREVIOUS APPLICATIONS	\$ 71,981.03
AFP No. 5: _____		AMOUNT DUE THIS APPLICATION	\$ 2,850.00

CONTRACTOR'S AFFIDAVIT

The undersigned Contractor hereby swears under penalty of perjury that (1) all previous progress payments received from the Owner on account of work performed under the Contract referred to above have been applied by the undersigned to discharge in full all obligations of the undersigned incurred in connection with work covered by prior Applications for Payment under said contract, 2012/2013 I/I Improvements - Manhole Rehabilitation, City of Bayport, and (2) all material and equipment incorporated in said Project or otherwise listed in or covered by this Application for Payment and free and clear of all liens, claims, security interests and encumbrances.

Date January 24th, 2013

Infratech Infrastructure Technologies, Inc.

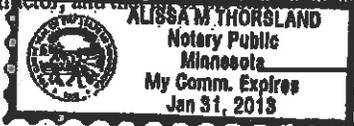
(Contractor)

COUNTY OF Hennepin)
STATE OF Minnesota) SS

By [Signature] President
(Name and Title)

Before me on this 24th day of January, 2013, personally appeared Richard Quast known to be, who being duly sworn did depose and say that he is the President (office) of the Contractor above mentioned that he executed the above Application for Payment and Affidavit on behalf of said Contractor, and the contents of the same contained therein are true, correct and complete.

My Commission expires 01/31/13



[Signature]
(Notary Public)

The undersigned has checked the Contractor's Application for Payment shown above. A part of this Application is the Contractor's Affidavit stating that all previous payments to him under this contract have been applied by him to discharge in full all of his obligations in connecting with the work by all prior Applications for Payment.

In accordance with the Contract, the undersigned recommends approval of payment to the Contractor for the Amount due.

Short Elliott Hendrickson Inc.

B. C. Peters

By Barry Peters

Date 1/28/13

City of Bayport

By _____

Date _____



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.

Property Information

City property: Lakeside Park Barker's Alps Park Perro Park Village Green Park
 Street, alley, or other city property description: _____

Private property address: _____

Applicant Information

Individual/For-profit organization Public entity/Non-profit organization

Applicant/Contact Name: *Kathy mott*
 Organization/Business Name: *Bayport Community Action league*

Main Phone Number: *651-436-7251* Alternate Phone Number: _____

Address: _____
 City/State/Zip: _____

Email Address: *kathmott@msn.com*

Event Information

Start Date: *March 30, 2013* End Date: *March 30, 2013*

Day(s): Monday Tuesday Wednesday Thursday Friday
 Sunday Saturday

Weekday Hours: _____ Weekend Hours: *8:00-11:00 Am*

Description of event, activities, location and proposed alteration of city property:

Easter Egg Hunt

Description of Requested City Services and/or Equipment

None

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 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: Kathleen A. Mott

Date: 1/17/2013

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: 1/17/13 KATHY MOTT	<input type="checkbox"/> Cash <input checked="" type="checkbox"/> Check 6658	ST
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:	<input type="checkbox"/> \$ _____	Invoiced: _____ Received: _____ Inspected: _____	<input type="checkbox"/> Destroyed check <input type="checkbox"/> Retained deposit in the amount of \$ _____	



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.

Property Information	
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: _____	

Applicant Information	<input type="checkbox"/> Individual/For-profit organization	<input type="checkbox"/> Public entity/Non-profit organization
Applicant/Contact Name: <i>Brooke Hesse</i>		
Organization/Business Name:		
Main Phone Number: <i>612-280-2956</i> Alternate Phone Number: <i>612-730-3805</i>		
Address: <i>448 Minnesota Street South</i>		
City/State/Zip: <i>Bayport, mn 55003</i>		
Email Address: <i>Bahesse@gmail.com</i>		

Event Information	
Start Date: <i>9-7-13</i>	End Date: <i>9-7-13</i>
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: <i>1-6pm</i>
Description of event, activities, location and proposed alteration of city property: <i>Small buffet style food, a few chairs & tables, docking station for ipod, acoustic guitar, outdoor lawn games at lakeside park. We will use the building for the food.</i>	

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 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: *Bwooke Hesse*

Date: *1/23/13*

Office Use - Fees	Amount Due	Date	Payment	Staff
Processing Fee (required) \$15.00 Public entity/Non-profit \$50.00 Individual/For-profit	<input type="checkbox"/> \$15.00 <input type="checkbox"/> \$50.00	Received: _____	<input type="checkbox"/> Cash <input type="checkbox"/> Check	
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:	<input type="checkbox"/> \$ _____	Invoiced: _____ Received: _____ Inspected: _____	<input type="checkbox"/> Destroyed check <input type="checkbox"/> Retained deposit in the amount of \$ _____	



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.

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

Applicant Information	
<input type="checkbox"/> Individual/For-profit organization <input type="checkbox"/> Public entity/Non-profit organization	
Applicant/Contact Name: <u>PATI ALT</u>	
Organization/Business Name: <u>Bayport Farmers Market</u>	
Main Phone Number: <u>218-832-3722</u> Alternate Phone Number: <u>612-518-7110</u>	
Address: <u>48145 N. Big Island Rd</u>	
City/State/Zip: <u>Marcell, MN 56657</u>	
Email Address: <u>dreamchildco@mac.com</u>	

Event Information	
Start Date: <u>July 1 - 2013</u>	End Date: <u>Oct 14 - 2013</u>
Day(s): <input checked="" type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday <input type="checkbox"/> Sunday <input type="checkbox"/> Saturday	
Weekday Hours: <u>12:30 - 7:30 p.m</u>	Weekend Hours: _____
Description of event, activities, location and proposed alteration of city property: <u>Bayport Farmers Market</u>	

Description of Requested City Services and/or Equipment

Use of warming house to store tent tables etc.
garbage & recycle containers

- 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).
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 - 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: *Jaeri Aelt* Date: *1-23-12*

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>1/29/13</i>	<input type="checkbox"/> Cash <input checked="" type="checkbox"/> Check <i>2110</i> <i>(P. Alt)</i>	<i>Kjh</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	
Damage Deposit (as applicable per city, up to \$500.00) Payment must be on a separate check. Notes:	<input type="checkbox"/> \$ _____	Invoiced: _____ Received: _____ Inspected: _____	<input type="checkbox"/> Destroyed check <input type="checkbox"/> Retained deposit in the amount of \$ _____	

ECKBERG LAMMERS
MEMORANDUM

TO: Mayor St. Ores
Bayport City Council

FROM: Andy Pratt, City Attorney

DATE: January 29, 2013

RE: Special Meeting Mailed Notices

Background

Minnesota Statutes, Section 13D.04, Subdivision 2 contains public notice requirements for special City Council meetings. Generally, notice must be posted at least three days before the special meeting. The statute also allows interested citizens to receive mailed notice of special meetings, if a request is filed with the City (citizens may also limit their requests to specific items to be considered in special meetings, so mailed notice only needs to be provided if the specific items are scheduled to be discussed). Notice must be mailed at least three days before the meeting.

Subdivision 2(e) of the statute allows a public body to establish an “expiration date” for special meeting notice mailed requests from citizens. In other words, because special meeting mailed notice requests are frequently open-ended, for simplicity the public body may require all citizens who have filed such requests to re-file the requests once each year. Not more than 60 days before the expiration date of a request for notice, the public body must send notice of the “refiling requirement” to each person who filed special meeting notice requests.

Recommendation

To ease recordkeeping burdens on staff and to lower the liability potential that occurs from a missed mailing, it is proposed to establish an “expiration date” for all special meeting notice mailed requests from citizens. It is proposed that March 1 is the expiration date each year. If the City Council is in agreement, the attached resolution should be adopted at the February meeting. Staff will then provide notice of the March 1 expiration date to all citizens who have filed special meeting notice mailed requests.

RESOLUTION NO. 13-_____

**EXTRACT OF THE CITY COUNCIL MEETING MINUTES OF THE CITY OF BAYPORT,
WASHINGTON COUNTY, MINNESOTA HELD FEBRUARY 4, 2013**

A regular meeting of the City Council of the City of Bayport, Minnesota was duly held at Bayport City Hall on the 4th day of February, 2013, 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 ESTABLISHING AN EXPIRATION DATE FOR ALL
REQUESTS FOR MAILED NOTICE OF SPECIAL CITY COUNCIL MEETINGS**

WHEREAS, the City of Bayport, Minnesota (the "City") from time to time receives requests from citizens for mailed notice of all special City Council meetings, in the manner provided by Minnesota Statutes, Section 13D.04, Subdivision 2; and

WHEREAS, Minnesota Statutes, Section 13D.04, Subdivision 2(e) allows the City to establish an "expiration date" for all citizen requests for mailed notice of special City Council meetings, which date shall be the same each subsequent year; and

WHEREAS, Minnesota Statutes, Section 13D.04, Subdivision 2(f) requires the City to provide written notice to all citizens who have requested mailed notice of special City Council meetings, which notice must be provided not more than 60 days before the annual expiration date; and

WHEREAS, to ease the administrative burden on City staff, it is proposed that March 1 serve as the annual expiration date for all requests for mailed notice of special City Council meetings.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF
BAYPORT, MINNESOTA:**

1. Expiration Date; Notice. Beginning on March 1, 2013, and on each March 1 thereafter, all requests for mailed notice of special City Council meetings shall expire. City staff shall endeavor to provide written notice to any and all citizens who have outstanding requests for mailed notice of special City Council meetings, with such notice to occur not more than 60 days before each March 1.

2. Authorization. City staff is authorized and directed to carry out the intent of this Resolution, beginning with the expiration date of March 1, 2013 and including all such subsequent expiration dates.

Passed and adopted by the City Council for the City of Bayport, Minnesota this 4th day of February, 2013.

Susan St. Ores, Mayor

ATTEST:

Sara Taylor, Acting City Administrator



Bayport Fire Department

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

Date: January 24, 2013

To: Mayor and City Council

Re: February memo from the Chief

The first few weeks of the month were spent working with the Townships and Oak Park Heights on budget increases to their fire contracts. I will be meeting with West Lakeland in the near future to discuss the budget more in depth. We have sent out the mailings for our annual Fire Department dance, which will be held in Bayport this year. The recruitment for new members is going very well. We are in the process of conducting the medical reviews and final interviews for 5 potential new members.

Our new hose and nozzles have arrived and will be installed on the trucks soon. The truck committee is working hard on getting the best price on a new pumper truck and is visiting other vendors to get information and data. We will begin fire inspections at all local businesses, which are always a welcomed and appreciated. There were no major fires in the area for the month and medical calls are down in volume. Recently, I met with Andy Pratt and Sara Taylor to discuss options to finance our new fire engine. On a very positive note, the computers that we will be installing in each truck are ready for purchase. We were lucky to receive a grant to cover the cost of each terminal, saving the \$9,600.00.

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



Bayport Police Department
294 North 3rd Street
Bayport, Minnesota 55003
Phone: 651-275-4400
Fax: 651-275-4411

Laura Eastman
Chief of Police

Date: January 28, 2013
To: Mayor and City Council
Sara Taylor, Acting City Administrator
From: Chief Laura Eastman
Subject: **Police Reports & Updates for January**

Upcoming Events

- *Community Watch Meeting at Senior Center (Fraud and Identity Theft) - March 27th @ 8:30 a.m.*
- *Community Watch Meeting at Croixdale TBD in March*
- *Reserve Officer Interviews, ongoing in January and February*

Past Events

- *Reserve Officer Interviews in December*

Ongoing Community Policing Activity

Reminder: If you're going on vacation or spending your winter somewhere warm, please stop by City Hall and fill out a Vacation Check/Watch Property request form. This will allow Officers/ Reserves to check on your home and we will call your designated emergency contact if any issues arise.

January Call Load

01/01 - NO INSURANCE, OPEN BOTTLE, DAS, THEFT REPORT, AOA POSS DK DRIVER, AOA/ACCIDENT ROLLOVER, SCHOOL CROSSWALKS, RESERVE BACKGROUND INVESTIGATIONS.
01/02 - RECORDS CHECK, THEFT REPORT, HUNTING QUESTIONS, CROSSWALKS, ASSIST CITY HALL, MEDICAL LEVEL 1, CROSSWALKS, FLEE.
01/03 - W/W SPEED, CIVIL QUESTIONS, PARKING COMPLAINT, SCHOOL XING, VEHICLE LOCK OUT/CHILD IN THE CAR, DAR, 5TH DEG CONTROLLED SUBSTANCE ARREST, WELFARE CONCERN.
01/04 - VEHICLE LOCKOUT x 2, FIRE.
01/05 - 3RD DEGREE DUI X 2, MEDICAL LEVEL 3, FOUND BIKE. 911 OPEN LINE.
01/06 - C0 ALARM SOUNDING, SUSPICIOUS MALE, DOMESTIC.
01/07 - DAS, NO POI, CROSS WALKS, TRESSPASS CONCERN, NO CONTACT ORDER, SPEED 47/30, SPEED 45/30 DAS.
01/08 - SCHOOL CROSSINGS, FIRE FIGHTER APPLICANT BACKGROUND, LIVE TRAPS SET, AW TRAFFIC, DRIVING COMPLAINT, SCHOOL CROSSING, HOLD UP ALARM, POSSIBLE FIRE, SPEED 45/30, MEDICAL LEVEL 2.
01/09 - MEDICAL LEVEL 2, HANDGUN PERMIT TO PURCHASE, PARKING COMP., VEH LOCK OUT, PARKING QUESTIONS, SUSPICIOUS ACTIVITY, PEOPLE DRIVING VEH IN PARK TO GET ONTO RIVER, ASSIST TO CITY HALL.
01/10 - SPEED 49/30, HANDGUN PERMIT TO PURCHASE, CROSSWALKS, AOA/DOMESTIC, RECORDS CHECK, DELIVER CC PACKETS, FINGER PRINTING FOR BPDFD BACKGROUND, FOUND CONTAINED DOG, ASSIST TO CITY HALL, PAGE PUBLIC WORKS/ROAD CONDITIONS, PAGE PUBLIC WORKS/ROAD CONDITIONS, AOA/WEAPON SHOWN.
01/11 - MOTORISTS ASSIST, VACATION CHECKS, OPEN DOOR, CROSSWALKS, MEDICAL, SPEED 49/30, SUSP ACTIVITY.

01/12 – WELFARE CONCERN/CALL COMP W/RESULTS, DISORDERLY CONDUCT SPEED 67/40, DOC/UNREGISTERED DOG, SPEED 60/40, SPEED 56/40, STOP SIGN/NO DL, SPEED 59/40, DOMESTIC ISSUE/AOA, FIRE CONCERN, BURGLARY ALARM.

01/13 – 911 HANG UP, DOMESTIC, CHECK WELFARE, SPEED 58/40, DIRECTED PATROL, SPEED 55/40.

01/14 – AOA/OAKDALE PD, CROSSWALKS, RECORDS CHECK, RECORDS CHECK FOR GUARDIAN AD LITEM, BURNING COMPLAINT, SCHOOL CROSSING, HANDGUN PERMIT TO PURCHASE.

01/15 – SUSPICIOUS MALE, MEDICAL LEVEL 1, EMPLOYMENT FIREFIGHTER BACKGROUND, CROSS WALKS, SUSPICIOUS ACTIVITY, MEDICAL LEVEL 1, ALARM SOUNDING, VEHICLE VS DEER, EVIDENCE TRANSFER.

01/16 – SUSPICIOUS ACTIVITY/POSSIBLE STOLEN PROPERTY, EXTRA PATROL, SCHOOL CROSSING, 10-50, AOA/DOMESTIC.

01/17 – EXTRA PATROLS, CROSSWALKS, VACATION CHECKS/SUSP ACTIVITY, DAS, WARRANT ARREST, SUSPICIOUS INCIDENT.

01/18 – AOA/SCENE SAFETY, ADDITIONAL PATROLS X3, CO DETECTOR SOUNDING, HANDGUN PERMIT TO PURCHASE, FINGER PRINTING RESERVE OFFICER, OBSCENE PHONE CALLS, BURNING COMPLAINT,TRAFFIC W/W.

01/19 – AOA POSSIBLE FIGHTS/3RD PARTY INFO, EXTRA PATROLS, FIRE, ALARM X2 , MEDICAL 1 X 2, SUSPICIOUS PHONE CALL.

01/20 – SPEED 51/40, ASSIST WALK THRU BAR CLOSE, EXTRA PATROLS, NEW RESIDENT PACKET, FIRE ALARM SOUNDING, MEDICAL LEVEL 3, STOP SIGN VIOL.

01/21 – AUDIBLE ALARM, ASSIST CITY HALL, NPI, CITY ORDINANCE VIOLATION - VEH FOR SALE,MEDICAL LEVE 1, NPI, MEDICAL LEVEL 3.

01/22 – MARIJUANA IN M/V, CROSSWALKS, FIREFIGHTER BACKGROUND, SPEED 61/40, SPEED 54/40, SPEED 56/40, EXTRA PATROL REQUEST, RECORDS REQUEST, CROSSWALKS, SPEED 50/30.

01/23 – CROSSWALKS, THEFT REPORT, LOCK OUT, CROSSWALKS, HARASSMENT REPORT, THEFT, ERRATIC DRIVER CITE - INATTENTIVE DRIVING, MEDICAL LEVEL 1, DRIVING COMPLAINT.

01/24 – AOA CHECK ADDRESS, AGENCY ASSIST, FINGER PRINTING, CROSSWALKS, MEDICAL LEVEL 1, OFFICER INFORMATION-HARASSMENT, MOTORIST ASSIST, MEDICAL LEVEL 1.

01/25 – REC'D OFP, FELONY INTRO. OF NARCOTICS, SPEED 47/30, NO POI, NEIGHBOR DISPUTE.

01/26 – POSSIBLE STRUCTURE FIRE, 4TH DEGREE DWI, MEDICAL LEVEL 1, MEDICAL LEVEL 1, CIVIL ASSIST, W/W SPEED, NPI, SPEED 59/40, SPEED 48/30, JUV COMPLAINT.

01/27 – SUSP. VEH., CHECK THE AREA- GREEN LASER BEING POINTED AT CARS AS THEY PASS. PUBLIC WORKS PAGEOUT, FIRE ALARM SOUNDING, PARKING COMPLAINT SUS ACTIVITY, DRIVE OFF.

01/28 – HANDGUN PERMIT TO PURCHASE X2 , MEDICAL ALS LEVEL 1, MEDICAL/INMATE LEVEL 1, CROSSWALKS.

01/29 – REPORT WAS TURNED IN PRIOR TO ADDING THE REST OF JAN. CALL LOAD.

Acronym/Code:

W/W = Written warning

DAR = Driving after revocation

DAS= Driving after suspension

NPI/ NO POI = No proof of insurance

DOC = Disorderly conduct

NO MN/DL = No Minnesota driver's license

MEDICAL LEVEL = 1 (most severe) 2 (moderate) 3 (mild)

REC'VD OFP = Received a faxed for an order for protection (OFP) for person in our city.

FELONY INTRO. OF NARCOTICS = Felony level of introduction of narcotics into the prison.

**Bayport Police Department Statistics
2009 - 2012**

2009 - 2012													
	Speed	Seatbelt	Child Seat	DAR/DAS/DAC	UAD D&D	UAC	Open Btl	No Ins	No POI	Warrants	W/W		
501 Chief Eastman	24	9	3	2						12	2		30
Old 503 Pat Logan	21	35		4				1			1		3
503 Aaron Slinger	16	8		15		4	2			10	5		37
Old 504 Steve Gregor	11	6		2									
504 Jered Deal	25	10		12		4	4	4	21				42
505 Quinn Willmarth	23			14				6	2	3	3		23
506 Chad Johnson	82	47	3	16	1		3	2	27	1	1		16
Old 507 Dave Wynia	48	66	1	36	2	4	2	2	33				58
508 Captain Hutchinson	4	1							1				8
509 Jay Jackson	77	34	2	76	1	5	14	20	55	10	10		37
510 John Miller	106	5		28	1		4	2	39	1	1		14
Old 511 Justin Wilmes	109	113		51		2	3	6	81	3	3		32
512 Zach Lund	158	58	2	60	5	19	9	13	38	9	9		160
513 Keith Frank	206	33	1	18		3		1	88	1	1		18
Drugs													
	MJ in MV	DWI	Stop Sign	Drug Para	City Ord	Ted Foss	Careless	Other					
501 Chief Eastman	4	2	1	5	2		2	8					
Old 503 Pat Logan		1			2		1	6					
503 Aaron Slinger					5								
Old 504 Steve Gregor													11
504 Jered Deal	1	1	2	1	4								
505 Quinn Willmarth		1	1	1	15			5					
506 Chad Johnson	1	4	9	1	4	3		34					
Old 507 Dave Wynia		5	5	8	20		3	62					
508 Captain Hutchinson													
509 Jay Jackson	4	15	32	1	19	54	1	42					
Old 510 John Miller		5	16	6	2			13					
Old 511 Justin Wilmes	1	7	3	3	3			13					
512 Zach Lund	3	7	44	4	10	28	4	67					
513 Keith Frank	1	2	15	2	3	7		14					



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

Date: January 28, 2013

To: Mayor and City Council
Sara Taylor, Acting City Administrator

From: Mel Horak, Public Works Supervisor

Re: Public Works Department Update

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

- 1. Cleaning and flooding the two skating rinks, sometimes numerous times a day**
- 2. Plowing, scraping and/or treating icy roadways, sidewalks and bike paths during light snow events and/or thaw-refreeze conditions**
- 3. Continued tree trimming operations focusing mainly on low roadway branches and restrictive alley growth. The city needs to maintain a 14 foot roadway clearance and 14 foot alley width to minimize damage to plows.**
- 4. Continuing shop cleaning and reorganization**
- 5. Removal and storage of outdoor Christmas decorations**
- 6. Responded to numerous water meter malfunctions**
- 7. Ongoing vehicle and equipment servicing and repairs**



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

Date: January 29, 2013
To: Mayor and City Council
From: Sara Taylor, Acting City Administrator
Re: **Department Update – February City Council meeting**

CITY COUNCIL VACANCY

The vacancy has been posted on the city's website and at City Hall. No applications have been received to date. The posted application deadline is February 21, with applicants tentatively scheduled to express their interest to the City Council at the March 4 meeting.

CITY ADMINISTRATOR HIRING PROCESS

A special meeting of the City Council has been scheduled to interview three consulting/search firms to assist the city with the hiring process for the City Administrator position at 4:00 p.m. on February 4. The firms have been asked to provide an overview of their services and associated costs and answer questions. Each interview is scheduled for approximately 25 minutes. Please come prepared with any additional questions/items you would like to discuss with the firms.

PERRO PARK MASTER PLAN

The city's park consultant Larry Wacker has revised the two preliminary concepts for Perro Park, based on feedback from the January 7 workshop. To keep the public informed and encourage input in the master plan process, Larry will review these concepts at the February 4 regular City Council meeting. The concepts will be on display at the Library, City Hall and the city's website for the month of February, to solicit input and comments from the public on the preliminary design(s) and proposed improvements. City staff will also reach out to property owners in the vicinity of Perro Park, as well as other organizations and groups that frequent the park for their input. Depending upon public response, we can evaluate whether a separate open house or public meeting is necessary.

Over the past few weeks, I have met with representatives from the Andersen-Related Foundations here in Bayport, to provide an update on the Perro Park master planning process to date and discuss potential funding opportunities to assist the city with the proposed improvements. All four foundations were pleased to hear that the city is seeking to improve the park and expressed interest in possibly helping to fund the improvements. The next grant application deadlines to solicit funding from these foundations are in March – June.

PLANNING/ZONING

The Inspiration developer has submitted a request for a reduction in their letter of credit held by the city, as a result of completing a portion of the open space restoration plan last fall. As part of the developer's agreement for Inspiration, the city has the ability to seek the services of a specialty firm/consultant to certify completion of the open space restoration work, with costs to be paid by the developer, before reducing the letter of credit. As such, the city is in the process of soliciting quotes from two firms, to certify completion of the open space work to date. A portion of the letter of credit reduction is anticipated to be on the March 4 agenda for City Council consideration. The remainder of the request will most likely be postponed until a more thorough site inspection of the ground and plantings can be completed this spring.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA,
AMENDING CHAPTER 2 – ADMINISTRATION, ARTICLE VIII, DIVISION 3 OF THE
BAYPORT CITY CODE

THE CITY COUNCIL OF THE CITY OF BAYPORT DOES HEREBY ORDAIN:

Section 1. The Bayport City Code is hereby amended to delete the same in its entirety and substitute the following therefore: (Note: Deletions are indicated in ~~strikethrough~~ and additions are indicated **in bold underline**.)

ARTICLE VIII. PERSONNEL POLICY, DIVISION 3. BENEFITS

Sec. 2-366. - Educational training and tuition reimbursement.

(2) Educational tuition reimbursement from post-secondary institution.

Employees are eligible to receive educational training and tuition reimbursement of up to \$3,000.00 per calendar year. Education for which an employee requests tuition reimbursement must be from a post-secondary educational institution, job related, and approved by the city administrator, after a recommendation by the employee's supervisor, prior to registration. **Tuition shall be defined as those fees specifically defined as tuition and fees by the educational institution and non-negotiable by the employee. Fees outside of those determined as part of the tuition and related fees shall not be deemed tuition and shall not be reimbursed.**

In order to receive reimbursement, employees must **request reimbursement in writing, and** present written proof through ~~an report card~~ **official transcript** or similar method ~~that he/she has passed of~~ **passing** the class, with a grade of "C" or higher, or the equivalent. Upon presenting proof of a passing grade to the employee's supervisor and city administrator, the employee shall **also provide a receipt from the institution for the tuition fees paid within 90 days of completing the class, to** receive reimbursement from the city for 100 percent of the employee's cost for tuition, **up to the \$3,000.00 limit described above.** ~~Tuition shall be defined as those fees specifically defined as tuition and fees by the educational institution and non negotiable by the employee. Fees outside of those determined as part of the tuition and related fees shall not be deemed tuition and shall not be reimbursed.~~

Should an employee resign or terminate employment, including termination for misconduct, within three years from the date of completion of the class, the employee shall be responsible for repaying the city promptly upon demand for any tuition reimbursement received.

In the case of involuntary job elimination, an employee may complete and be eligible for reimbursement for any classes outstanding at the time of the job elimination. In such case, the employee must have progressed past the mid-point of the class schedule, as determined in good faith by the city administrator after consultation with the post-secondary educational institution. All the prerequisites of minimum grade point average and submission of tuition and fee receipts in this subdivision are also applicable to involuntary job eliminations described in this paragraph.

Section 2. This ordinance shall be in full force and effect from and after its passage and publication according to law. Passed by the City Council for the City of Bayport this 4th day of February, 2013.

Susan St. Ores, Mayor

Attest:

Sara Taylor, Acting City Administrator



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

DATE: January 28, 2013

TO: Mayor and City Council
Sara Taylor, Acting City Administrator

FROM: Fire Chief Mark Swenson

RE: Consider authorizing the purchase of the remaining replacement breathing apparatus (air packs) for the Fire Department

BACKGROUND

As discussed in December and January, the department has multiple breathing apparatus (air packs) that are beyond repair and out of service. In addition, there are multiple styles of packs with multiple tanks and volumes, which causes confusion and creates a personal safety issue for members.

Last month, the City Council authorized the department to replace 10 of the 20 air packs needed. This month, I am requesting replacement of the 10 remaining air packs and related equipment at a cost of \$60,571.25. This purchase will be funded by the 101 Fire Equipment Replacement fund.

RECOMMENDATION

Staff recommends the City Council adopt a motion authorizing the purchase of 10 air packs and related equipment at a cost of \$60,571.25, to be funded by the 101 Fire Equipment Replacement fund.

MES - MIDAM
1751 Business Park Drive
Fremont, NE 68025

Telephone
 Fax

402-727-5785
 402-727-5789



Ship To:
 BAYPORT FIRE DEPARTMENT
 C/O CITY HALL
 294 3RD STREET NORTH
 BAYPORT, MN 55003

Contact: Al Eisinger
 Phone: 651-260-6936

Bill To:
 BAYPORT FIRE DEPARTMENT
 C/O CITY HALL
 294 3RD STREET NORTH
 BAYPORT, MN 55003

Performa Invoice

Number	SO_323623-1
Date	12/20/2012
Page	1 of 1
Sales order	SO_323623
Requisition	
Your ref.	
Our ref.	BMcCabe
Payment	Net 30
Sales Rep	BMcCabe
Terms of delivery	Supplier Pays Freight

Item number	Description	Size	Color	Quantity	Unit	Unit price	Amount
AP3140203200302	Scott NXG7 4.5, STD HARNESS & BELT, EZ-FLO+REG, DUAL EBSS, PAK TRACKER CONSOLE, PACKAGED 2 PER BOX.			10.00	EA	4,762.50	47,625.00
200129-01	NxG 4.5-45 MIN CARB CYL & VLV			20.00	EA	990.00	19,800.00
805773-85	AV3000 Facepiece w/SureSeal, Kevlar, Medium, w/Comm. Brkt			5.00	EA	239.25	1,196.25
TRADE IN	MANUFACTURERS TRADE DISCOUNT			-1.00	EA	8,050.00	-8,050.00

Sales balance	Total discount	S&H	Sales tax	Total
60,571.25	0.00	0.00	0.00	60,571.25 USD



SANDERS WACKER BERGLY, INC.
Landscape Architects And Planners

MEMORANDUM

TO: Sara Taylor
FROM: Larry Wacker
SUBJECT: Perro Park Master Plan
DATE: January 28, 2013
Cc:

The concept plans presented at the January 7, 2013 Bayport City Council Workshop meeting have been modified based on input received at the meeting from Council Members and City staff. Modifications to the attached, concepts dated January 21, 2013 include the following:

- Both concept plans show two tennis courts.
- Concept A shows the hockey rink located adjacent to 3rd Ave.
- Concept B shows the hockey rink located adjacent to the tennis courts.
- The length of the hockey rink is increased from the earlier concepts.
- Lighting will be suggested for the hockey rink and other selected areas in the park but not the tennis courts.
- A basketball goal is shown as an option with the tennis courts.
- The warming house concept includes a meeting room, restrooms and picnic canopy.
- A clock tower/I.D. sign with message board is included as an option at the northwest corner of the park.
- An infield for t-ball is included.
- More paths are added to link facilities and the park to the surrounding neighborhood.
- A flagpole has been added to the park features.
- Benches are shown in the concepts.
- The creek alignment is maintained as is.

The following cost estimate is intended to provide preliminary information on the cost for possible improvements. The costs are based on many assumptions that may change as discussion continues. It is expected that the improvements will be implemented as funds become available over the next 5 to 10 years.

PRELIMINARY COST ESTIMATE - PERRO PARK IMPROVEMENTS	
ITEM	ESTIMATED COST
Water and sanitary sewer service	\$20,000.00
Upgrade multi-use playfield	\$80,000.00
Hockey boards and chain link screen fence	\$35,000.00

Hockey rink surface	\$90,000.00
Hockey lighting	\$60,000.00
Repair tennis courts (remove one court)	\$18,000.00
Warming house with restrooms, meeting room, storage space	\$175,000.00
Student and event seating	\$18,000.00
Basketball goal	\$1,000.00
Clock tower	\$60,000.00
Park identification sign	\$1,500.00
Play area upgrades	\$35,000.00
Picnic tables, benches and slabs	\$13,000.00
Flagpole	\$3,500.00
T-ball infield	\$5,000.00
Four creek crossings	\$80,000.00
Paved path	\$20,000.00
Stair access at northwest corner of park	\$6,000.00
Landscaping	\$25,000.00
Design, engineering and testing	\$70,000.00
Miscellaneous expenses	\$15,000.00
TOTAL	\$786,000.00



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

Date: January 30, 2013
To: Mayor and City Council
Sara Taylor, Acting City Administrator
From: Mel Horak, Public Works Supervisor
Subject: Discuss removal of hazardous trees on city property

BACKGROUND

Due to liability concerns raised by the Public Works Department, the city recently completed a tree assessment, inventory, and management report of trees located on prominent city property, including parks, boulevards and Hazelwood Cemetery. The report listed the following hazardous/high risk trees and recommended removal of most, as soon as possible:

<u>Location</u>	<u>Number of trees to be removed</u>
Boulevard/rights-of-way	8
Lakeside Park	22
Hazelwood Cemetery	5
2 nd Street right-of-way at Central Avenue	3

To date, Public Works has removed one tree from a boulevard and eight from Lakeside Park. Of the remaining trees on the high risk list, Public Works has identified 15 that are substantial in size, involve complications with removal, or both. It should be noted there is also a significant cost for handling and disposal of these large trees.

For budget and discussion purposes, Public Works solicited quotes for removal and disposal of the remaining trees from various tree service contractors. A summary of the quotes, as well as an estimated cost for Public Works to complete the tree removal, is as follows:

<u>Contractor</u>	<u>Tree Removal</u>	<u>Stump Removal</u>	<u>Total</u>
B J Haines, Stillwater, MN	\$17,300.00	\$3,000.00	\$20,300.00
S & S Tree Specialists, South St. Paul, MN	\$23,475.00	\$5,000.00	\$28,475.00
St. Croix Tree, Roberts, WI	\$10,715.00	\$1,480.00	\$12,195.00
City of Bayport	\$11,600.00		

Sales tax is applicable to the above contractor quotes. City crews and equipment, utilizing volunteers from the Washington County Sentence to Serve program, will complete the final cleanup of the project sites.

RECOMMENDATION

Staff recommends the City Council adopt a motion awarding removal of the hazardous trees referenced above to St. Croix Tree Service, Roberts, WI, for a total cost including sales tax of \$13,033.41, to be funded with contingency funds allocated by the City Council for park maintenance in 2013.