

**CITY OF BAYPORT
CITY COUNCIL MEETING
Council Chambers, 294 North 3rd Street
February 6, 2012**

REGULAR MEETING

6:00 P.M.

CALL TO ORDER

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

APPROVAL OF AGENDA

PROCLAMATIONS, COMMENDATIONS, PETITIONS, ANNOUNCEMENTS

1. January recycling award recipient is Brad Stanton who will receive \$30.00 for his recycling efforts, with funding made possible by a grant from Washington County.

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. Update on Beyond the Yellow Ribbon Campaign
- 2.

CONSENT AGENDA

Consider a resolution adopting items 1 through 5

- | | <u>TAB #</u> |
|---|---------------------|
| 1. January 3, 2012 City Council regular meeting minutes | 1 |
| 2. January payables and receipts (<i>check numbers 1134070-1134188</i>) | 2 |
| 3. January building, plumbing and mechanical permits report | 3 |
| 4. Final text amendment to the city's Comprehensive Plan to comply with the Metropolitan Council's 2030 Policy Plan | 4 |
| 5. City liability insurance waiver | 5 |

PUBLIC HEARING S

COUNCIL LIAISON REPORTS

UNFINISHED BUSINESS

- | | |
|---|---|
| 1. Consider options for a security door/gate for the salt/sand storage building | 6 |
|---|---|

NEW BUSINESS

- | | |
|---|---|
| 1. Consider adopting a resolution extending the PERA leave certification program for non-union, full-time city employees for 2011 | 7 |
| 2. Consider adopting a work ethics and code of conduct policy for city employees | 8 |

TAB #

- | | |
|--|----|
| 3. Consider authorization to replace two existing yield signs at the intersection of 4 th Avenue North and 6 th Street North with stop signs | 9 |
| 4. Consider action on city improvement projects discussed at the February 6, 2012 City Council workshop | 10 |

CITY COUNCIL ITEMS AND ANNOUNCEMENTS

- 1.
- 2.

CITY ADMINISTRATOR ITEMS AND ANNOUNCEMENTS

- | | |
|--------------------------------|----|
| 1. City Administrator's report | 11 |
|--------------------------------|----|

ADJOURNMENT

RESOLUTION NO. 12-

**EXTRACT OF THE MINUTES OF MEETING OF THE CITY COUNCIL OF THE CITY OF
BAYPORT, WASHINGTON COUNTY, MINNESOTA HELD
FEBRUARY 6, 2012**

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 6th day of February 2012, 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 1-5 FROM THE
FEBRUARY 6, 2012 CITY COUNCIL AGENDA**

Consider a resolution adopting items 1 through 5

1. January 3, 2012 City Council regular meeting minutes
2. January payables and receipts (*check numbers 1134070-1134188*)
3. January building, plumbing and mechanical permits report
4. Final text amendment to the city's Comprehensive Plan to comply with the Metropolitan Council's 2030 Policy Plan
5. City liability insurance waiver

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 –	Michele Hanson –
Connie Carlson –	Mark Ostertag –
Dan Goldston –	

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 6th day of February 2012.

ATTEST:

Mitch Berg, City Administrator

Susan St. Ores, Mayor

**CITY OF BAYPORT
CITY COUNCIL MEETING MINUTES
COUNCIL CHAMBERS
JANUARY 3, 2012
6:00 P.M.**

CALL TO ORDER

Pursuant to due call and notice, Mayor St. Ores called the regular City Council meeting of January 3, 2012 to order at 6:00 p.m., and asked Councilmembers, staff and the audience to join in pledging allegiance to the American Flag.

ROLL CALL

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

Members Absent: None

Others Present: Administrator Mitch Berg, Police Chief Laura Eastman, Public Works Supervisor Mel Horak, Engineer Barry Peters, Assistant Administrator/Planner Sara Taylor, and Attorney Andy Pratt

APPROVAL OF AGENDA

Administrator Berg requested the addition of a Letter of Commendation to Bayport Police Officer Jay Jackson in the Proclamations/Commendations/Petitions section.

It was moved by Councilmember Ostertag and seconded by Councilmember Carlson to approve the January 3, 2012 agenda with the addition noted above. Motion carried 5-0.

PROCLAMATIONS/COMMENDATIONS/PETITIONS

1. The December recycling award recipient is Richard Kranz who will receive \$30.00 for his recycling efforts, with funding made possible by a grant from Washington County.
2. Police Chief Eastman presented a Letter of Commendation to Officer Jay Jackson for his highly professional response to a dangerous domestic situation on November 28, 2011.

OPEN FORUM - None

CONSENT AGENDA

Mayor St. Ores read items 1-7 on the consent agenda.

1. December 5, 2011 City Council regular meeting minutes
2. December payables and receipts (check numbers 1133958-1134060)
3. December building, plumbing and mechanical permits report
4. PERA declaration for part-time police officer John Miller (*Resolution 12-01A*)
5. Pay Equity Report for the State of Minnesota Department of Employee Relations
6. Joint powers agreement with Washington County Sheriff's Office to purchase fuel for the Police Department
7. Donation of a projector screen valued at \$50.00 from an anonymous donor

Councilmember Carlson introduced the following resolution and moved its adoption:

Resolution 12-01

**RESOLUTION APPROVING CONSENT AGENDA ITEMS 1-7 FROM THE
JANUARY 3, 2012 CITY COUNCIL AGENDA**

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

Susan St. Ores – aye	Michele Hanson – aye
Connie Carlson – aye	Mark Ostertag – aye
Dan Goldston – aye	

SWEARING IN OF POLICE OFFICER JOHN MILLER

Mayor St. Ores administered the oath of office to Bayport Police Officer John Miller.

PUBLIC HEARINGS - None

COUNCIL LIAISON REPORTS

Councilmember Hanson reported the Planning Commission made a recommendation on a conditional use permit at their December 19, 2011 meeting, and the item will be considered by the City Council later in tonight's meeting.

Mayor St. Ores reported the December 8, 2011 meeting of the Middle St. Croix Watershed Management Organization (MSCWMO) focused on a review of 2011 projects. The next meeting is scheduled for Thursday, January 12, 2012, 7:00 p.m., at the Valley Ridge Mall.

Mayor St. Ores reported the Community Symposium panel would be meeting on Tuesday, January 11, 2012. She also reported the Middle St. Croix Alliance, Washington County Commissioner Gary Kriesel, and the Washington County Department of Transportation worked collaboratively to install a 4-way stop sign at County Road 21 and Hudson Road, after a fatal accident at the intersection last fall.

Councilmember Carlson reviewed the December 29, 2011 meeting of the Bayport Library Board. A Human Resources Committee is being formed, and a recommendation for a new board member was made. Outgoing library director Kathy MacDonald and long-time board member Joe Reding were recognized for their years of dedicated service to the library, and new director Mark Blando was welcomed. The next meeting of the Library Board is scheduled for Thursday, January 19, 2012, 6:00 p.m., at the library, and is open to the public.

UNFINISHED BUSINESS

Consider an appointment to the Planning Commission: Assistant Administrator/Planner Taylor reported staff is recommending the appointment of Jeff Richtman to fill the vacancy on the Planning Commission upon Pam Hoye's decision not to seek reappointment when her term expired on December 31, 2011. Pam Hoye was recognized and thanked for her service.

It was moved by Councilmember Carlson and seconded by Councilmember Ostertag to appoint Jeff Richtman to a three-year term to the Bayport Planning Commission, effective January 1, 2012 - December 31, 2014. Motion carried 5-0.

Consider an appointment to the Library Board: Administrator Berg stated three people applied for the Library Board position and applicant interviews were held December 29th. The Library Board and staff are recommending James Eberhardt be appointed to fill the vacancy left by Joe Reding. Mayor St. Ores recognized Joe Reding for his many years of service and noted he would continue his involvement with the library as a member of the library's foundation board of directors.

It was moved by Councilmember Carlson and seconded by Councilmember Ostertag to appoint James Eberhardt to the Library Board, effective January 1, 2012 – December 31, 2014. Motion carried 5-0.

NEW BUSINESS

Consider a conditional use permit (CUP) to allow a seasonal lawn care and snow removal business at 204 2nd Avenue South: Assistant Administrator/Planner Taylor reviewed the CUP application that would allow a new business to operate at this property in the B-1 Limited Business zoning district. The applicants are in the process of purchasing the property for their lawn care/snow removal business, and a CUP is required that specifies the conditions under which the proposed use is permitted. The applicants have agreed to make repairs, as outlined in the staff report, and understand additional improvements relating to the septic system may be required depending upon the results of a required septic system inspection. The Planning Commission held the required public hearing at their December 19, 2011 meeting and recommended approval of the application, subject to the stated conditions of approval. Staff believes the proposed use would be compatible with the area and recommended approval. Planner Taylor indicated staff would be addressing property condition issues with the current owner if the pending sale does not occur, as anticipated.

Councilmember Hanson introduced the following resolution and moved its adoption:

Resolution 12-02

RESOLUTION APPROVING A CONDITIONAL USE PERMIT (CUP) TO ALLOW A SEASONAL LAWN CARE AND SNOW REMOVAL BUSINESS AT 204 2ND AVENUE SOUTH

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

Susan St. Ores – aye	Michele Hanson – aye
Connie Carlson – aye	Mark Ostertag – aye
Dan Goldston – aye	

Consider the installation of a city salt/sand storage structure: Administrator Berg reviewed the city's recommendation to build a new salt/sand structure, noting the city has been budgeting for this item since 2007, with \$50,000.00-\$60,000.00 budgeted annually for the project in the Capital Improvement Plan. Staff reviewed a variety of structures for the project and is recommending a 40' x 30' x 20', corrugated metal, three-sided storage structure to be placed in the northeast corner of the Public Works parking lot. The building would be constructed around the existing outdoor block bins. Two quotes were reviewed, and staff recommended awarding the project to Sunnyside Construction and Concrete, Inc., at a cost not to exceed \$20,000.00. Staff further requested that the \$25,000.00 budgeted in 2011 for this project be carried over to 2012. He suggested screening the structure with evergreen trees and recommended adding an additional \$3,000.00 to the project for this purpose. Public Works Supervisor Horak explained the current outdoor storage system and the safety concerns with this system. Mayor St. Ores expressed concern with the building components and her desire to ensure the building contents would not corrode the interior. Staff indicated that the city is requiring engineered plans for the structure, with certification that it is suitable for salt/sand storage. Discussion followed on the benefits of adding a door and/or gate to the structure initially versus adding at a later date, for security and aesthetic purposes. Councilmember Ostertag questioned whether the building could be utilized in another capacity if the city outsources salting/sanding of city streets, and Administrator Berg noted the building could be easily converted for alternate uses. City Engineer Peters believes the building would not be subject to flooding, and Supervisor Horak indicated there would be a minimal amount of product in the building at the time of spring flooding. The general consensus was to move forward with the project and have staff provide comparative pricing for a door/gate enclosure, as well as landscape options, for consideration at a future meeting.

It was moved by Councilmember Goldston and seconded by Councilmember Carlson to approve the funding for installation and materials for a salt/sand storage structure adjacent to the Public Works building with a quote from Sunnyside Construction & Concrete, Inc., with further consideration of pricing options for installation of a door or gate enclosure, for a total cost not to exceed \$25,000. Motion carried 5-0.

Consider an amendment to the city's investment policy: Administrator Berg reviewed an amendment to the city's investment policy that was last revised approximately 10 years ago. Staff utilized numerous resources to update the policy that now conforms to Minnesota State Statute 118A.

It was moved by Councilmember Ostertag and seconded by Councilmember Carlson to adopt the amendments to the city's investment policy as presented. Motion carried 5-0.

Consider adopting a general fund balance policy and a fund balance classification policy: Administrator Berg reviewed the recommendation from the city's auditor to adopt a new general fund balance policy and a fund classification policy to comply with Government Accounting Standards Board (GASB) 54 requirements. Staff was unaware of the requirement to have these policies in place prior to the end of 2011, and at this time, is requesting both policies be adopted retroactive to December 31, 2011.

It was moved by Councilmember Carlson and seconded by Councilmember Ostertag to adopt the general fund balance policy and fund classification policy, retroactive to December 31, 2011. Motion carried 5-0.

COUNCIL ITEMS AND ANNOUNCEMENTS

1. Mayor St. Ores thanked the anonymous person who donated a projector screen to the city.
2. Mayor St. Ores reported that the Police Department's Citizen's Academy scheduled for this coming weekend has been cancelled due to lack of participation and will be rescheduled in the future.

CITY ADMINISTRATOR ITEMS AND ANNOUNCEMENTS

1. A special City Council meeting has been scheduled on Monday, January 23, 2012, at 5:00 p.m. to discuss the outcomes of the Public Works and Administration Department organizational reviews and may also include a closed session to discuss labor negotiation strategies.
2. A City Council workshop has been scheduled on Monday, February 6, 2012, at 4:45 p.m. The purpose of the workshop will be to discuss possible downtown improvement projects and recommendations made by the Riverfront Advisory Commission.
3. Despite the best efforts of the Public Works staff, there is no definite timeframe for the skating rinks to be usable, due to the unusually warm weather this winter.

ADJOURNMENT

It was moved by Councilmember Goldston and seconded by Councilmember Hanson to adjourn the meeting at 6:50 p.m. Motion carried 5-0.

City Administrator/Clerk

CITY OF BAYPORT

*Budget Control Summary

Current Period: JANUARY 2012

Account Descr	JANUARY 2012 Budget	JANUARY 2012 Actuals	JANUARY 2012 Variance	JANUAR Y 2012 %	2012 Cumulative Budget	2012 Cumulative Actuals	2012 Cumulative Variance	2012 %
ND 101 GENERAL								
Revenue Accounts								
DEPT 00000 GENERAL GOVERNMENT	\$1,643,032.30	\$10,135.	\$1,632,897.30	99.38%	\$1,643,032.30	\$10,135.00	\$1,632,897.30	99.38%
DEPT 41200 MAYOR & COUNCIL	\$0.00	\$0.	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41240 RECYCLING	\$6,500.00	\$200.	\$6,300.00	96.92%	\$6,500.00	\$200.00	\$6,300.00	96.92%
DEPT 41602 CURB & SIDEWALK PROJECT	\$0.00	\$0.	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41910 PLANNING & ZONING	\$90,750.00	\$3,012.	\$87,737.86	96.68%	\$90,750.00	\$3,012.14	\$87,737.86	96.68%
DEPT 41940 MUNICIPAL BUILDINGS	\$0.00	\$0.	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
DEPT 42000 PUBLIC SAFE CAPITAL OUTLA	\$0.00	\$0.	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
DEPT 42100 POLICE	\$91,050.00	\$330.	\$90,720.00	99.64%	\$91,050.00	\$330.00	\$90,720.00	99.64%
DEPT 42200 FIRE PROTECTION	\$309,580.90	\$0.	\$309,580.90	100.00%	\$309,580.90	\$0.00	\$309,580.90	100.00%
DEPT 43100 STREET MAINT	\$5,000.00	\$0.	\$5,000.00	100.00%	\$5,000.00	\$0.00	\$5,000.00	100.00%
DEPT 43130 STREET - FLOOD PREPARATIO	\$0.00	\$0.	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43200 PARKS	\$27,500.00	\$1,503.	\$25,997.00	94.53%	\$27,500.00	\$1,503.00	\$25,997.00	94.53%
DEPT 43300 CEMETERY	\$5,500.00	\$0.	\$5,500.00	100.00%	\$5,500.00	\$0.00	\$5,500.00	100.00%
DEPT 44100 PROJECT	\$0.00	\$0.	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
Total Revenue Accounts	\$2,178,913.20	\$15,180.14	\$2,163,733.06	99.30%	\$2,178,913.20	\$15,180.14	\$2,163,733.06	99.30%
Expenditure Accounts								
DEPT 00000 GENERAL GOVERNMENT	\$0.00	\$0.	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41100 ELECTIONS	\$4,670.00	\$470.	\$4,200.00	89.94%	\$4,670.00	\$470.00	\$4,200.00	89.94%
DEPT 41200 MAYOR & COUNCIL	\$136,401.10	\$13,729.	\$122,671.57	89.93%	\$136,401.10	\$13,729.53	\$122,671.57	89.93%
DEPT 41240 RECYCLING	\$6,752.94	\$247.	\$6,505.94	96.34%	\$6,752.94	\$247.00	\$6,505.94	96.34%
DEPT 41400 ADMINISTRATION	\$157,155.79	\$8,902.	\$148,253.46	94.34%	\$157,155.79	\$8,902.33	\$148,253.46	94.34%
DEPT 41601 ALLEY PAVING PROJECT	\$0.00	\$0.	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41603 SO MN STREET UTILITY PROJE	\$0.00	\$0.	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41605 INFLOW/INFILTRATION	\$0.00	\$0.	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41607 2011 STREET PROJECT	\$0.00	\$0.	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41903 DEBT SERVICE	\$0.00	\$0.	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41910 PLANNING & ZONING	\$222,683.69	\$13,241.	\$209,442.39	94.05%	\$222,683.69	\$13,241.30	\$209,442.39	94.05%
DEPT 41940 MUNICIPAL BUILDINGS	\$112,293.80	\$3,748.	\$108,545.36	96.66%	\$112,293.80	\$3,748.44	\$108,545.36	96.66%
DEPT 42100 POLICE	\$717,706.41	\$45,392.	\$672,313.59	93.68%	\$717,706.41	\$45,392.82	\$672,313.59	93.68%
DEPT 42200 FIRE PROTECTION	\$419,466.29	\$35,693.	\$383,772.31	91.49%	\$419,466.29	\$35,693.98	\$383,772.31	91.49%
DEPT 43100 STREET MAINT	\$428,533.52	\$15,044.	\$413,489.29	96.49%	\$428,533.52	\$15,044.23	\$413,489.29	96.49%
DEPT 43130 STREET - FLOOD PREPARATIO	\$0.00	\$0.	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43160 STREET LIGHTING	\$27,500.00	\$2,484.	\$25,015.58	90.97%	\$27,500.00	\$2,484.42	\$25,015.58	90.97%
DEPT 43200 PARKS	\$63,699.47	\$1,200.	\$62,499.29	98.12%	\$63,699.47	\$1,200.18	\$62,499.29	98.12%
DEPT 43300 CEMETERY	\$37,250.00	\$0.	\$37,250.00	100.00%	\$37,250.00	\$0.00	\$37,250.00	100.00%
DEPT 44100 PROJECT	\$50,000.00	\$0.	\$50,000.00	100.00%	\$50,000.00	\$0.00	\$50,000.00	100.00%
Total Expenditure Accounts	\$2,384,113.01	\$140,154.23	\$2,243,958.78	94.12%	\$2,384,113.01	\$140,154.23	\$2,243,958.78	94.12%

CITY OF BAYPORT

02/01/12 8:50 AM

*Fund Summary -
Budget to Actual©

Page 1

JANUARY 2012

	2012 YTD Budget	JANUARY MTD Amount	2012 YTD Amount	2012 YTD Balance	2012 % YTD Budget
FUND 101 GENERAL					
Revenue	\$2,178,913.20	\$15,180.14	\$15,180.14	\$2,163,733.06	0.70%
Expenditure	\$2,384,113.01	\$140,154.23	\$140,154.23	\$2,243,958.78	5.88%
		<u>-\$124,974.09</u>	<u>-\$124,974.09</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	\$17,591.47	\$17,591.47	-\$17,591.47	0.00%
		<u>-\$17,591.47</u>	<u>-\$17,591.47</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
***Fund Summary -**
Budget to Actual©
JANUARY 2012

02/01/12 8:50 AM
Page 2

	2012	JANUARY	2012	2012	2012
	YTD Budget	MTD Amount	YTD Amount	YTD Balance	% 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	\$336.32	\$336.32	-\$336.32	0.00%
		-\$336.32	-\$336.32		
FUND 207 PARK IMPROVEMENT FUND					
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 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	\$280,065.00	\$426.97	\$426.97	\$279,638.03	0.15%
Expenditure	\$280,065.00	\$15,446.49	\$15,446.49	\$264,618.51	5.52%
		-\$15,019.52	-\$15,019.52		
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

02/01/12 8:50 AM

*Fund Summary -
Budget to Actual©

Page 3

JANUARY 2012

	2012 YTD Budget	JANUARY MTD Amount	2012 YTD Amount	2012 YTD Balance	2012 % 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	\$296,250.00	\$696.23	\$696.23	\$295,553.77	0.24%
Expenditure	\$474,988.09	\$25,319.46	\$25,319.46	\$449,668.63	5.33%
		-\$24,623.23	-\$24,623.23		
FUND 602 SEWER					
Revenue	\$607,250.00	\$0.00	\$0.00	\$607,250.00	0.00%
Expenditure	\$719,238.93	\$42,067.18	\$42,067.18	\$677,171.75	5.85%
		-\$42,067.18	-\$42,067.18		
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	\$175.00	\$175.00	-\$175.00	0.00%
		-\$175.00	-\$175.00		
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		-\$224,786.81	-\$224,786.81		

CITY OF BAYPORT
REVENUE SUMMARY YTD THRU 01/31/2012

2 0 1 FUND	FUND Descr	2012 Budget	2012 YTD Amt	2012 % of Budget	2012 % of Budget Remain
FUND 101	GENERAL	\$2,178,913.20	\$15,180.14	0.70%	99.30%
FUND 102	STREET RECONSTRUCTION	\$0.00	\$0.00	0.00%	0.00%
FUND 103	G O TIF BD FUND 1990 CAP PROJ	\$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 2-1	\$0.00	\$0.00	0.00%	0.00%
FUND 200	FIRE EQUIPMENT REPLACEMENT FUN	\$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 REPL	\$0.00	\$0.00	0.00%	0.00%
FUND 204	RECREATION CAP EQUIP & MAINT	\$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 FUND	\$0.00	\$0.00	0.00%	0.00%
FUND 207	PARK IMPROVEMENT FUND	\$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	\$0.00	\$0.00	0.00%	0.00%
FUND 210	K-9 UNIT	\$0.00	\$0.00	0.00%	0.00%
FUND 211	LIBRARY	\$280,065.00	\$426.97	0.15%	99.85%
FUND 303	GO TIF BOND 1990 DEBT SERVICE	\$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%

CITY OF BAYPORT
REVENUE SUMMARY YTD THRU 01/31/2012

2 FUND	FUND Descr	2012 Budget	2012 YTD Amt	2012 % of Budget	2012 % of Budget Remain
FUND 416	PERRO CREEK OUTLET	\$0.00	\$0.00	0.00%	0.00%
FUND 601	WATER	\$296,250.00	\$696.23	0.24%	99.76%
FUND 602	SEWER	\$607,250.00	\$0.00	0.00%	100.00%
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%
		\$3,362,478.20	\$16,303.34	0.48%	99.52%

**CITY OF BAYPORT
MONTHLY REVENUE**

Period Name: JANUARY

FUND FU	Descr	Act Code	Act Typ	SOURCE Descr	Tran Date	Amount	Refer	Comments
FUND 101 GENERAL								
101	GENERAL	101-00000-32	R	BUSINESS LICE	1/24/2012	\$200.00	2391	LIQUOR - SUNDAY CK # 11659
101	GENERAL	101-00000-32	R	BUSINESS LICE	1/24/2012	\$240.00	2391	LIQUOR - OFF SALE CK # 1075
101	GENERAL	101-00000-32	R	BUSINESS LICE	1/24/2012	\$250.00	2391	TOBACCO CK # 1074
101	GENERAL	101-00000-32	R	BUSINESS LICE	1/24/2012	\$2,000.00	2391	LIQUOR - ON SALE CK # 3628
101	GENERAL	101-00000-32	R	BUSINESS LICE	1/24/2012	\$2,000.00	2391	LIQUOR - ON SALE CK # 1165
101	GENERAL	101-00000-32	R	BUSINESS LICE	1/24/2012	\$2,000.00	2391	LIQUOR - ON SALE CK # 1692
101	GENERAL	101-00000-32	R	BUSINESS LICE	1/24/2012	\$300.00	2391	LIQUOR -SUNDAY & OFF CK #
101	GENERAL	101-00000-32	R	BUSINESS LICE	1/24/2012	\$2,000.00	2391	LIQUOR - ON SALE CK # 1195
101	GENERAL	101-00000-32	R	BUSINESS LICE	1/24/2012	\$100.00	2391	LIQUOR - OF SALE LIQ CK # 1
101	GENERAL	101-00000-32	R	BUSINESS LICE	1/24/2012	\$150.00	2391	LIQUOR -SUNDAY LIQ SALE CK
101	GENERAL	101-00000-32	R	BUSINESS LICE	1/24/2012	\$300.00	2391	LIQUOR - CLUB CK # 28032
101	GENERAL	101-00000-32	R	BUSINESS LICE	1/24/2012	\$250.00	2391	TABACCO SALE CK # 0000775
101	GENERAL	101-00000-32	R	BUSINESS LICE	1/24/2012	\$200.00	2391	LIQUOR - SUNDAY CK # 3628
101	GENERAL	101-00000-32	R	BUSINESS LICE	1/26/2012	\$50.00	2395	LIQUOR - CLUB American Legio
101	GENERAL	101-00000-34	R	USER FEES	1/18/2012	\$30.00	2371	ASSESSMENT SEARCH Capitol
101	GENERAL	101-00000-34	R	USER FEES	1/11/2012	\$1.00	1481	NOTARY-NOT CITY BUSINESS
101	GENERAL	101-00000-34	R	USER FEES	1/10/2012	\$33.00	2364	COPIES (\$0.25/PAGE) Dave He
101	GENERAL	101-00000-34	R	USER FEES	1/18/2012	\$1.00	2374	NOTARY-NOT CITY BUSINESS
101	GENERAL	101-00000-34	R	USER FEES	1/24/2012	\$30.00	2383	ASSESSMENT SEARCH CK # 80
101	GENERAL	101-20104	G		1/11/2012	\$5.00	2366	MECHANICAL SURCHARGE - R
101	GENERAL	101-20104	G		1/24/2012	\$0.97	2384	BUILDING SURCHARGE Benson
101	GENERAL	101-20104	G		1/18/2012	\$5.00	2374	MECHANICAL SURCHARGE - R
101	GENERAL	101-20104	G		1/11/2012	\$12.50	2368	BUILDING SURCHARGE Todd G
101	GENERAL	101-20104	G		1/19/2012	\$2.50	2379	BUILDING SURCHARGE Emeral
101	GENERAL	101-20104	G		1/11/2012	\$5.00	2366	PLUMBING SURCHARGE - RESI
101	GENERAL	101-20603	G		1/24/2012	\$10.32	24	State Sales Tax
101	GENERAL	101-20603	G		1/6/2012	\$5.84	24	State Sales Tax
101	GENERAL	101-20603	G		1/17/2012	\$12.04	24	State Sales Tax
101	GENERAL	101-20603	G		1/31/2012	\$6.42	24	State Sales Tax
101	GENERAL	101-41240-32	R	BUSINESS LICE	1/4/2012	\$200.00	2349	REFUSE HAUL LICENSE Highla
101	GENERAL	101-41910-32	R	BUSINESS LICE	1/5/2012	\$50.00	2354	CONTRACTOR LICENSE - SPEC
101	GENERAL	101-41910-32	R	BUSINESS LICE	1/17/2012	\$50.00	IE+04	DSM EXCAVATING - SPECIALT
101	GENERAL	101-41910-32	R	BUSINESS LICE	1/12/2012	\$50.00	2369	CONTRACTOR LICENSE - SPEC
101	GENERAL	101-41910-32	R	BUSINESS LICE	1/5/2012	\$50.00	2354	CONTRACTOR LICENSE - SPEC
101	GENERAL	101-41910-32	R	BUSINESS LICE	1/18/2012	\$100.00	2374	CONTRACTOR LICENSE - GENE
101	GENERAL	101-41910-32	R	BUSINESS LICE	1/19/2012	\$100.00	2378	CONTRACTOR LICENSE - GENE
101	GENERAL	101-41910-32	R	BUSINESS LICE	1/18/2012	\$50.00	2374	CONTRACTOR LICENSE - SPEC
101	GENERAL	101-41910-32	R	NONBUSINESS	1/11/2012	\$15.00	2365	SPECIAL EVENT APP - NONPR
101	GENERAL	101-41910-32	R	NONBUSINESS	1/11/2012	\$25.00	2367	SIGN PERMIT - TEMPORARY Je
101	GENERAL	101-41910-32	R	NONBUSINESS	1/12/2012	\$45.61	2369	SIGN PERMIT - PERMANENT E
101	GENERAL	101-41910-32	R	BUILDING PERM	1/24/2012	\$73.75	2384	BUILDING PERMIT Benson Roo
101	GENERAL	101-41910-32	R	BUILDING PERM	1/11/2012	\$413.00	2368	BUILDING PERMIT Todd Gilles,
101	GENERAL	101-41910-32	R	BUILDING PERM	1/24/2012	\$47.94	2384	PLAN REVIEW Benson Roofing,
101	GENERAL	101-41910-32	R	BUILDING PERM	1/11/2012	\$103.25	2368	PLAN REVIEW Todd Gilles, #33
101	GENERAL	101-41910-32	R	BUILDING PERM	1/3/2012	\$1,388.89	2342	PLAN REVIEW DR Horton, #37
101	GENERAL	101-41910-32	R	BUILDING PERM	1/19/2012	\$76.70	2379	PLAN REVIEW Emerald Builders
101	GENERAL	101-41910-32	R	BUILDING PERM	1/19/2012	\$118.00	2379	BUILDING PERMIT Emerald Bui
101	GENERAL	101-41910-32	R	EPA	1/18/2012	\$5.00	2374	EPA Young & Sons HVAC, #12
101	GENERAL	101-41910-32	R	PLUMBING PER	1/11/2012	\$75.00	2366	PLUMBING PERMIT - RESIDEN
101	GENERAL	101-41910-32	R	MECHANICAL PE	1/11/2012	\$75.00	2366	MECHANICAL PERMIT - RESID
101	GENERAL	101-41910-32	R	MECHANICAL PE	1/18/2012	\$75.00	2374	MECHANICAL PERMIT - RESID
101	GENERAL	101-42100-32	E		1/10/2012	\$45.00	2344	PHONE REIMBURSTMENT CK

**CITY OF BAYPORT
MONTHLY REVENUE**

Period Name: JANUARY

FUND FU	FUND Descr	Act Code	Act Typ	SOURCE Descr	Tran Date	Amount	Refer	Comments
101	GENERAL	101-42100-32	R	ANIMAL FEES	1/17/2012	\$10.00	2375	PET LICENSE - SPAY/NEUT RO
101	GENERAL	101-42100-32	R	ANIMAL FEES	1/17/2012	\$10.00	2375	PET LICENSE - SPAY/NEUT RO
101	GENERAL	101-42100-32	R	ANIMAL FEES	1/18/2012	\$10.00	2376	PET LICENSE - SPAY/NEUT Sco
101	GENERAL	101-42100-32	R	ANIMAL FEES	1/19/2012	\$10.00	2377	PET LICENSE - SPAY/NEUT Abr
101	GENERAL	101-42100-32	R	ANIMAL FEES	1/5/2012	\$10.00	2352	PET LICENSE - SPAY/NEUT Gill
101	GENERAL	101-42100-32	R	ANIMAL FEES	1/4/2012	\$10.00	2350	PET LICENSE - SPAY/NEUT KA
101	GENERAL	101-42100-32	R	ANIMAL FEES	1/4/2012	\$10.00	2350	PET LICENSE - SPAY/NEUT KA
101	GENERAL	101-42100-32	R	ANIMAL FEES	1/4/2012	\$20.00	2350	PET LICENSE - NO SPAY/NEUT
101	GENERAL	101-42100-32	R	ANIMAL FEES	1/9/2012	\$10.00	2357	PET LICENSE - SPAY/NEUT Lori
101	GENERAL	101-42100-32	R	ANIMAL FEES	1/12/2012	\$10.00	1484	PET LICENSE - SPAY/NEUT KA
101	GENERAL	101-42100-32	R	ANIMAL FEES	1/10/2012	\$10.00	1479	PET LICENSE - SPAY/NEUT Kei
101	GENERAL	101-42100-32	R	ANIMAL FEES	1/3/2012	\$10.00	2340	PET LICENSE - SPAY/NEUT Sha
101	GENERAL	101-42100-32	R	ANIMAL FEES	1/4/2012	\$10.00	2348	PET LICENSE - SPAY/NEUT Da
101	GENERAL	101-42100-32	R	ANIMAL FEES	1/4/2012	\$10.00	2348	PET LICENSE - SPAY/NEUT Da
101	GENERAL	101-42100-32	R	ANIMAL FEES	1/9/2012	\$10.00	2359	PET LICENSE - SPAY/NEUT Re
101	GENERAL	101-42100-32	R	ANIMAL FEES	1/9/2012	\$10.00	2360	PET LICENSE - SPAY/NEUT She
101	GENERAL	101-42100-32	R	ANIMAL FEES	1/10/2012	\$10.00	1479	PET LICENSE - SPAY/NEUT Kei
101	GENERAL	101-42100-32	R	ANIMAL FEES	1/24/2012	\$10.00	2388	PET LICENSE - SPAY/NEUT SE
101	GENERAL	101-42100-32	R	ANIMAL FEES	1/17/2012	\$10.00	E+04	LUANN NOVAK - PET LIC. - CA
101	GENERAL	101-42100-32	R	ANIMAL FEES	1/25/2012	\$10.00	2389	PET LICENSE - SPAY/NEUT KI
101	GENERAL	101-42100-32	R	ANIMAL FEES	1/25/2012	\$10.00	2389	PET LICENSE - SPAY/NEUT KI
101	GENERAL	101-42100-32	R	ANIMAL FEES	1/24/2012	\$10.00	2386	PET LICENSE - SPAY/NEUT CA
101	GENERAL	101-42100-32	R	ANIMAL FEES	1/5/2012	\$10.00	2356	PET LICENSE - SPAY/NEUT RO
101	GENERAL	101-42100-32	R	ANIMAL FEES	1/23/2012	\$10.00	2387	PET LICENSE - SPAY/NEUT M.
101	GENERAL	101-42100-32	R	ANIMAL FEES	1/26/2012	\$10.00	2393	PET LICENSE - SPAY/NEUT Da
101	GENERAL	101-42100-32	R	ANIMAL FEES	1/18/2012	\$10.00	2374	PET LICENSE - SPAY/NEUT Ro
101	GENERAL	101-42100-32	R	ANIMAL FEES	1/12/2012	\$10.00	1484	PET LICENSE - SPAY/NEUT KA
101	GENERAL	101-42100-32	R	ANIMAL FEES	1/31/2012	\$10.00	2397	PET LICENSE - SPAY/NEUT Hes
101	GENERAL	101-42100-32	R	ANIMAL FEES	1/26/2012	\$10.00	2393	PET LICENSE - SPAY/NEUT CA
101	GENERAL	101-42100-32	R	ANIMAL FEES	1/24/2012	\$10.00	2380	PET LICENSE - SPAY/NEUT Ma
101	GENERAL	101-42100-32	R	ANIMAL FEES	1/30/2012	\$10.00	2396	PET LICENSE - SPAY/NEUT CA
101	GENERAL	101-42100-32	R	ANIMAL FEES	1/9/2012	\$10.00	2360	PET LICENSE - SPAY/NEUT She
101	GENERAL	101-42200-21	E		1/31/2012	\$2,000.00	E+04	2011 FIRE PREVENTION & ED
101	GENERAL	101-42200-40	E		1/31/2012	\$44.84	E+04	TUT& FEES REFUND FIRE DEP
101	GENERAL	101-43100-22	E		1/31/2012	\$112.43	E+04	OVER PMT/STREET PAINT
101	GENERAL	101-43200-34	R	PARK FEES	1/25/2012	\$75.00	2394	BEACHHOUSE - RESIDENT(FRI
101	GENERAL	101-43200-34	R	PARK FEES	1/24/2012	\$50.00	2385	PARK FIELD-COURT RENTAL F
101	GENERAL	101-43200-34	R	PARK FEES	1/24/2012	\$50.00	2385	PARK FIELD-COURT RENTAL F
101	GENERAL	101-43200-34	R	PARK FEES	1/3/2012	\$75.00	2341	BEACHHOUSE - RESIDENT (4
101	GENERAL	101-43200-34	R	PARK FEES	1/9/2012	\$50.00	2358	PARK FIELD-COURT RENTAL F
101	GENERAL	101-43200-34	R	PARK FEES	1/9/2012	\$50.00	2358	PARK FIELD-COURT RENTAL F
101	GENERAL	101-43200-34	R	PARK FEES	1/3/2012	\$10.00	2343	PARK FIELD-COURT RENTAL F
101	GENERAL	101-43200-34	R	PARK FEES	1/9/2012	\$75.00	2361	PICNIC SHELTER - NONRESIDE
101	GENERAL	101-43200-34	R	PARK FEES	1/31/2012	\$3.00	2399	PARK FIELD-COURT RENTAL F
101	GENERAL	101-43200-34	R	PARK FEES	1/24/2012	\$50.00	2385	PARK FIELD-COURT RENTAL F
101	GENERAL	101-43200-34	R	PARK FEES	1/31/2012	\$3.00	2399	PARK FIELD-COURT RENTAL F
101	GENERAL	101-43200-34	R	PARK FEES	1/31/2012	\$3.00	2399	PARK FIELD-COURT RENTAL F
101	GENERAL	101-43200-34	R	PARK FEES	1/31/2012	\$3.00	2399	PARK FIELD-COURT RENTAL F
101	GENERAL	101-43200-34	R	PARK FEES	1/31/2012	\$3.00	2399	PARK FIELD-COURT RENTAL F
101	GENERAL	101-43200-34	R	PARK FEES	1/31/2012	\$3.00	2399	PARK FIELD-COURT RENTAL F
101	GENERAL	101-43200-34	R	PARK FEES	1/31/2012	\$3.00	2399	PARK FIELD-COURT RENTAL F
101	GENERAL	101-43200-36	R	DONATIONS	1/3/2012	\$1,000.00	2336	PARK DONATIONS CK # 04950
FUND 101 GENERAL						<u>\$17,423.00</u>		
FUND 206 WATER/SEWER IMPROVEMENT FUND								

**CITY OF BAYPORT
MONTHLY REVENUE**

01/31/12 4:45 PM
Page 3

Period Name: JANUARY

FUND FU	FUND Descr	Act Code	Act Type	SOURCE Descr	Tran Date	Amount	Refer	Comments
206	WATER/S	206-12103	G		1/9/2012	\$15.19	0	UB Receipt Surc 23 TRUNK SE
206	WATER/S	206-12103	G		1/24/2012	\$337.24	0	UB Receipt Serv 26 TRUNK W/
206	WATER/S	206-12103	G		1/17/2012	\$14.05	0	UB Receipt Serv 37 TRUNK S/C
206	WATER/S	206-12103	G		1/11/2012	\$83.40	0	UB Receipt Serv 21 TRUNK/W
206	WATER/S	206-12103	G		1/11/2012	\$254.57	0	UB Receipt Serv 26 TRUNK W/
206	WATER/S	206-12103	G		1/11/2012	\$90.33	0	UB Receipt Serv 31 TRUNK/S C
206	WATER/S	206-12103	G		1/11/2012	\$202.29	0	UB Receipt Serv 36 TRUNK S/R
206	WATER/S	206-12103	G		1/17/2012	\$12.30	0	UB Receipt Serv 27 TRUNK W/
206	WATER/S	206-12103	G		1/17/2012	\$8.61	0	UB Receipt Surc 3 TRUNK WAT
206	WATER/S	206-12103	G		1/17/2012	\$452.64	0	UB Receipt Serv 26 TRUNK W/
206	WATER/S	206-12103	G		1/17/2012	\$385.80	0	UB Receipt Serv 36 TRUNK S/R
206	WATER/S	206-12103	G		1/17/2012	\$291.09	0	UB Receipt Serv 36 TRUNK S/R
206	WATER/S	206-12103	G		1/17/2012	\$1.20	0	UB Receipt Serv 37 TRUNK S/C
206	WATER/S	206-12103	G		1/17/2012	\$12.82	0	UB Receipt Surc 23 TRUNK SE
206	WATER/S	206-12103	G		1/17/2012	\$10.21	0	UB Receipt Surc 23 TRUNK SE
206	WATER/S	206-12103	G		1/17/2012	\$10.98	0	UB Receipt Surc 3 TRUNK WAT
206	WATER/S	206-12103	G		1/17/2012	\$429.15	0	UB Receipt Serv 26 TRUNK W/
206	WATER/S	206-12103	G		1/17/2012	\$1.20	0	UB Receipt Serv 27 TRUNK W/
206	WATER/S	206-12103	G		1/24/2012	\$281.07	0	UB Receipt Serv 27 TRUNK W/
206	WATER/S	206-12103	G		1/9/2012	\$510.30	0	UB Receipt Serv 26 TRUNK W/
206	WATER/S	206-12103	G		1/9/2012	\$91.15	0	UB Receipt Serv 27 TRUNK W/
206	WATER/S	206-12103	G		1/24/2012	\$97.89	0	UB Receipt Serv 41 TRUNK SE
206	WATER/S	206-12103	G		1/24/2012	\$227.80	0	UB Receipt Serv 36 TRUNK S/R
206	WATER/S	206-12103	G		1/17/2012	\$510.36	0	UB Receipt Serv 26 TRUNK W/
206	WATER/S	206-12103	G		1/6/2012	\$243.31	0	UB Receipt Serv 26 TRUNK W/
206	WATER/S	206-12103	G		1/5/2012	\$9.30	0	UB Receipt Serv 21 TRUNK/W
206	WATER/S	206-12103	G		1/5/2012	\$675.81	0	UB Receipt Serv 26 TRUNK W/
206	WATER/S	206-12103	G		1/5/2012	\$55.50	0	UB Receipt Serv 27 TRUNK W/
206	WATER/S	206-12103	G		1/5/2012	\$500.37	0	UB Receipt Serv 36 TRUNK S/R
206	WATER/S	206-12103	G		1/5/2012	\$33.56	0	UB Receipt Serv 37 TRUNK S/C
206	WATER/S	206-12103	G		1/5/2012	\$6.38	0	UB Receipt Serv 41 TRUNK SE
206	WATER/S	206-12103	G		1/9/2012	\$335.93	0	UB Receipt Serv 36 TRUNK S/R
206	WATER/S	206-12103	G		1/17/2012	\$22.98	0	UB Receipt Serv 37 TRUNK S/C
206	WATER/S	206-12103	G		1/24/2012	\$19.07	0	UB Receipt Serv 37 TRUNK S/C
206	WATER/S	206-12103	G		1/9/2012	\$104.28	0	UB Receipt Serv 37 TRUNK S/C
206	WATER/S	206-12103	G		1/17/2012	\$27.77	0	UB Receipt Serv 27 TRUNK W/
206	WATER/S	206-12103	G		1/17/2012	\$959.16	0	UB Receipt Serv 28 TRUNK W/I
206	WATER/S	206-12103	G		1/17/2012	\$388.25	0	UB Receipt Serv 36 TRUNK S/R
206	WATER/S	206-12103	G		1/17/2012	\$206.40	0	UB Receipt Serv 38 TRUNK S/I
206	WATER/S	206-12103	G		1/6/2012	\$8.78	0	UB Receipt Serv 37 TRUNK S/C
206	WATER/S	206-12103	G		1/6/2012	\$154.96	0	UB Receipt Serv 36 TRUNK S/R
206	WATER/S	206-12103	G		1/17/2012	\$3,595.15	0	UB Receipt Surc 23 TRUNK SE
206	WATER/S	206-12103	G		1/6/2012	\$7.80	0	UB Receipt Serv 27 TRUNK W/
206	WATER/S	206-12103	G		1/9/2012	\$12.93	0	UB Receipt Surc 3 TRUNK WAT
FUND 206 WATER/SEWER IMPROVEMENT FUND						\$11,699.33		

FUND 211 LIBRARY

211	LIBRARY	211-45500-34	R	LIBRARY SERVI	1/23/2012	\$50.00	2363	LIBRARY SERVICE CHARGE CA
211	LIBRARY	211-45500-34	R	LIBRARY SERVI	1/23/2012	\$8.00	2382	LIBRARY SERVICE CHARGE CK
211	LIBRARY	211-45500-34	R	LIBRARY SERVI	1/23/2012	\$28.00	2382	LIBRARY SERVICE CHARGE CK
211	LIBRARY	211-45500-34	R	LIBRARY SERVI	1/23/2012	\$48.00	2382	LIBRARY SERVICE CHARGE CK
211	LIBRARY	211-45500-34	R	LIBRARY SERVI	1/23/2012	\$8.00	2382	LIBRARY SERVICE CHARGE CK
211	LIBRARY	211-45500-34	R	LIBRARY SERVI	1/23/2012	\$3.50	2382	LIBRARY SERVICE CHARGE CK
211	LIBRARY	211-45500-34	R	LIBRARY SERVI	1/23/2012	\$39.00	2382	LIBRARY SERVICE CHARGE CK

**CITY OF BAYPORT
MONTHLY REVENUE**

Period Name: JANUARY

FUND	FU	Descr	Act Code	Act Type	SOURCE Descr	Tran Date	Amount	Refer	Comments
211	LIBRARY	211-45500-34	R	LIBRARY SERVI	1/23/2012	\$8.99	2382	LIBRARY SERVICE CHARGE CK	
211	LIBRARY	211-45500-34	R	LIBRARY SERVI	1/23/2012	\$19.99	2382	LIBRARY SERVICE CHARGE CK	
211	LIBRARY	211-45500-34	R	LIBRARY SERVI	1/23/2012	\$13.50	2382	LIBRARY SERVICE CHARGE CK	
211	LIBRARY	211-45500-34	R	LIBRARY SERVI	1/23/2012	\$16.00	2382	LIBRARY SERVICE CHARGE CK	
211	LIBRARY	211-45500-34	R	LIBRARY SERVI	1/23/2012	\$3.99	2382	LIBRARY SERVICE CHARGE CK	
211	LIBRARY	211-45500-34	R	LIBRARY SERVI	1/23/2012	\$60.00	2382	LIBRARY SERVICE CHARGE CK	
211	LIBRARY	211-45500-34	R	LIBRARY SERVI	1/23/2012	\$60.00	2382	LIBRARY SERVICE CHARGE CK	
211	LIBRARY	211-45500-36	R	DONATIONS	1/23/2012	\$60.00	2381	LIBRARY DONATIONS CK # 43	
FUND 211 LIBRARY						\$426.97			
FUND 601 WATER									
601	WATER	601-14601	G		1/9/2012	\$0.05	0	UB Receipt Serv Pen 5 COMM	
601	WATER	601-14601	G		1/9/2012	\$947.54	0	UB Receipt Serv 5 COMM WAT	
601	WATER	601-14601	G		1/9/2012	\$5,461.55	0	UB Receipt Serv 1 WATER	
601	WATER	601-14601	G		1/9/2012	\$3.71	0	UB Receipt Serv Pen 1 WATER	
601	WATER	601-14601	G		1/9/2012	\$9.54	0	UB Receipt Serv 8 SAFE WTR F	
601	WATER	601-14601	G		1/9/2012	\$107.75	0	UB Receipt Serv 9 INSTITUTIO	
601	WATER	601-14601	G		1/5/2012	\$7,077.98	0	UB Receipt Serv 1 WATER	
601	WATER	601-14601	G		1/5/2012	\$6.55	0	UB Receipt Serv Pen 1 WATER	
601	WATER	601-14601	G		1/5/2012	\$619.50	0	UB Receipt Serv 5 COMM WAT	
601	WATER	601-14601	G		1/5/2012	\$65.25	0	UB Receipt Serv 6 WATER MET	
601	WATER	601-14601	G		1/5/2012	\$11.13	0	UB Receipt Serv 8 SAFE WTR F	
601	WATER	601-14601	G		1/5/2012	\$237.16	0	UB Receipt Surc 19 STATE SER	
601	WATER	601-14601	G		1/6/2012	\$2,610.97	0	UB Receipt Serv 1 WATER	
601	WATER	601-14601	G		1/6/2012	\$5.00	0	UB Receipt Serv Pen 1 WATER	
601	WATER	601-14601	G		1/6/2012	\$75.50	0	UB Receipt Serv 5 COMM WAT	
601	WATER	601-14601	G		1/6/2012	\$4.77	0	UB Receipt Serv 8 SAFE WTR F	
601	WATER	601-14601	G		1/6/2012	\$2.50	0	UB Receipt Serv Pen 5 COMM	
601	WATER	601-14601	G		1/11/2012	\$2.68	0	UB Receipt Serv Pen 1 WATER	
601	WATER	601-14601	G		1/6/2012	\$66.60	0	UB Receipt Surc 19 STATE SER	
601	WATER	601-14601	G		1/17/2012	\$4,603.35	0	UB Receipt Serv 1 WATER	
601	WATER	601-14601	G		1/17/2012	\$0.32	0	UB Receipt Serv Pen 1 WATER	
601	WATER	601-14601	G		1/17/2012	\$100.75	0	UB Receipt Serv 2 WATER ONL	
601	WATER	601-14601	G		1/17/2012	\$121.25	0	UB Receipt Serv 5 COMM WAT	
601	WATER	601-14601	G		1/17/2012	\$2.50	0	UB Receipt Serv Pen 5 COMM	
601	WATER	601-14601	G		1/17/2012	\$6.36	0	UB Receipt Serv 8 SAFE WTR F	
601	WATER	601-14601	G		1/17/2012	\$91.50	0	UB Receipt Serv 9 INSTITUTIO	
601	WATER	601-14601	G		1/17/2012	\$119.25	0	UB Receipt Surc 19 STATE SER	
601	WATER	601-14601	G		1/11/2012	\$2,647.82	0	UB Receipt Serv 1 WATER	
601	WATER	601-14601	G		1/17/2012	\$1.59	0	UB Receipt Serv 8 SAFE WTR F	
601	WATER	601-14601	G		1/17/2012	\$1,037.25	0	UB Receipt Serv 9 INSTITUTIO	
601	WATER	601-14601	G		1/17/2012	\$71.75	0	UB Receipt Serv 9 INSTITUTIO	
601	WATER	601-14601	G		1/17/2012	\$150.72	0	UB Receipt Surc 19 STATE SER	
601	WATER	601-14601	G		1/17/2012	\$6,859.13	0	UB Receipt Serv 1 WATER	
601	WATER	601-14601	G		1/17/2012	\$2.88	0	UB Receipt Serv Pen 1 WATER	
601	WATER	601-14601	G		1/17/2012	\$9,551.50	0	UB Receipt Serv 3 INDUSTRIAL	
601	WATER	601-14601	G		1/17/2012	\$345.79	0	UB Receipt Serv 5 COMM WAT	
601	WATER	601-14601	G		1/17/2012	\$0.64	0	UB Receipt Serv Pen 5 COMM	
601	WATER	601-14601	G		1/17/2012	\$10.00	0	UB Receipt Serv 5 COMM WAT	
601	WATER	601-14601	G		1/17/2012	\$6.20	0	UB Receipt Serv Pen 1 WATER	
601	WATER	601-14601	G		1/17/2012	\$140.81	0	UB Receipt Serv 6 WATER MET	
601	WATER	601-14601	G		1/17/2012	\$80.68	0	UB Receipt Surc 19 STATE SER	
601	WATER	601-14601	G		1/24/2012	\$3,616.14	0	UB Receipt Serv 1 WATER	
601	WATER	601-14601	G		1/24/2012	\$153.19	0	UB Receipt Serv Pen 1 WATER	

**CITY OF BAYPORT
MONTHLY REVENUE**

Period Name: JANUARY

FUND FU	FUND Descr	Act Code	Act Type	SOURCE Descr	Tran Date	Amount	Refer	Comments
601	WATER	601-14601	G		1/24/2012	\$2,652.71	0	UB Receipt Serv 5 COMM WAT
601	WATER	601-14601	G		1/24/2012	\$55.18	0	UB Receipt Serv Pen 5 COMM
601	WATER	601-14601	G		1/24/2012	\$22.26	0	UB Receipt Serv 8 SAFE WTR F
601	WATER	601-14601	G		1/24/2012	\$87.77	0	UB Receipt Surc 19 STATE SER
601	WATER	601-14601	G		1/17/2012	\$0.29	0	UB Receipt Serv Pen 6 WATER
601	WATER	601-14601	G		1/9/2012	\$143.53	0	UB Receipt Surc 19 STATE SER
601	WATER	601-14601	G		1/17/2012	\$4,683.76	0	UB Receipt Serv 1 WATER
601	WATER	601-14601	G		1/11/2012	\$548.50	0	UB Receipt Serv 4 COMM W/C
601	WATER	601-14601	G		1/11/2012	\$1.59	0	UB Receipt Serv 8 SAFE WTR F
601	WATER	601-14601	G		1/17/2012	\$14.31	0	UB Receipt Serv 8 SAFE WTR F
601	WATER	601-14601	G		1/11/2012	\$77.96	0	UB Receipt Surc 19 STATE SER
601	WATER	601-14605	G		1/17/2012	\$0.88	0	UB Receipt Surc 20 STATE TAX
601	WATER	601-14605	G		1/11/2012	\$0.38	0	UB Receipt Surc 21 SALES TAX
601	WATER	601-14605	G		1/11/2012	\$0.11	0	UB Receipt Surc 20 STATE TAX
601	WATER	601-14605	G		1/6/2012	\$6.05	0	UB Receipt Surc 20 STATE TAX
601	WATER	601-14605	G		1/9/2012	\$26.75	0	UB Receipt Surc 20 STATE TAX
601	WATER	601-14605	G		1/5/2012	\$53.07	0	UB Receipt Surc 20 STATE TAX
601	WATER	601-14605	G		1/24/2012	\$50.65	0	UB Receipt Surc 20 STATE TAX
601	WATER	601-14605	G		1/17/2012	\$9.45	0	UB Receipt Surc 20 STATE TAX
601	WATER	601-14605	G		1/17/2012	\$875.00	0	UB Receipt Surc 20 STATE TAX
601	WATER	601-46120-36	R	REFUNDS & REI	1/24/2012	\$570.23	2390	WATER REFUNDS & REIMBURS
601	WATER	601-46120-37	R	WATER REVENU	1/17/2012	\$0.61	0	UB UR Receipt Group 01 CITY
601	WATER	601-46120-37	R	WATER REVENU	1/9/2012	\$1.12	0	UB UR Receipt Group 01 CITY
601	WATER	601-46120-37	R	WATER REVENU	1/17/2012	\$9.54	0	UB UR Receipt Group 01 CITY
601	WATER	601-46120-37	R	WATER REVENU	1/24/2012	\$49.84	0	UB UR Receipt Group 01 CITY
601	WATER	601-46120-37	R	WATER REVENU	1/17/2012	\$10.00	0	UB UR Receipt Group 00 FINAL
601	WATER	601-46120-37	R	WATER REVENU	1/5/2012	\$33.12	0	UB UR Receipt Group 01 CITY
601	WATER	601-46120-37	R	WATER REVENU	1/11/2012	\$15.72	0	UB UR Receipt Group 01 CITY
601	WATER	601-46120-37	R	WATER REVENU	1/17/2012	\$6.05	0	UB UR Receipt Group 01 CITY
FUND 601 WATER						\$57,043.53		
FUND 602 SEWER								
602	SEWER	602-14602	G		1/5/2012	\$48.50	0	UB Receipt Serv 20 SEWER ON
602	SEWER	602-14602	G		1/17/2012	\$10.00	0	UB Receipt Serv 25 COMM SE
602	SEWER	602-14602	G		1/24/2012	\$2,198.56	0	UB Receipt Serv 10 SEWER
602	SEWER	602-14602	G		1/24/2012	\$128.74	0	UB Receipt Serv Pen 10 SEWER
602	SEWER	602-14602	G		1/24/2012	\$105.10	0	UB Receipt Serv 14 SEWER ME
602	SEWER	602-14602	G		1/24/2012	\$5.00	0	UB Receipt Serv Pen 14 SEWER
602	SEWER	602-14602	G		1/24/2012	\$1,021.90	0	UB Receipt Serv 15 1ST SEWE
602	SEWER	602-14602	G		1/24/2012	\$2.50	0	UB Receipt Serv Pen 15 1ST SE
602	SEWER	602-14602	G		1/9/2012	\$410.04	0	UB Receipt Serv 25 COMM SE
602	SEWER	602-14602	G		1/24/2012	\$190.71	0	UB Receipt Serv 25 COMM SE
602	SEWER	602-14602	G		1/17/2012	\$106.90	0	UB Receipt Serv 29 INSTIT SE
602	SEWER	602-14602	G		1/5/2012	\$65.30	0	UB Receipt Serv 15 1ST SEWE
602	SEWER	602-14602	G		1/5/2012	\$2.58	0	UB Receipt Serv Pen 10 SEWER
602	SEWER	602-14602	G		1/5/2012	\$4,761.84	0	UB Receipt Serv 10 SEWER
602	SEWER	602-14602	G		1/24/2012	\$11.68	0	UB Receipt Serv Pen 25 COMM
602	SEWER	602-14602	G		1/9/2012	\$3.71	0	UB Receipt Serv Pen 10 SEWER
602	SEWER	602-14602	G		1/17/2012	\$5.27	0	UB Receipt Serv Pen 10 SEWER
602	SEWER	602-14602	G		1/17/2012	\$3,711.12	0	UB Receipt Serv 10 SEWER
602	SEWER	602-14602	G		1/5/2012	\$338.60	0	UB Receipt Serv 25 COMM SE
602	SEWER	602-14602	G		1/17/2012	\$138.75	0	UB Receipt Serv 25 COMM SE
602	SEWER	602-14602	G		1/11/2012	\$1,946.59	0	UB Receipt Serv 10 SEWER
602	SEWER	602-14602	G		1/11/2012	\$2.68	0	UB Receipt Serv Pen 10 SEWER

CITY OF BAYPORT
MONTHLY REVENUE

01/31/12 4:45 PM

Page 6

Period Name: JANUARY

FUND	Act	SOURCE	Tran	Amount	Refer	Comments
FU Descr	Code	Typ Descr	Date			
602 SEWER	602-14602	G	1/11/2012	\$622.90	0	UB Receipt Serv 24 SEWER CO
602 SEWER	602-14602	G	1/17/2012	\$5,219.94	0	UB Receipt Serv 10 SEWER
602 SEWER	602-14602	G	1/17/2012	\$2.77	0	UB Receipt Serv Pen 10 SEWER
602 SEWER	602-14602	G	1/17/2012	\$29,959.60	0	UB Receipt Serv 17 PLANT
602 SEWER	602-14602	G	1/17/2012	\$2,149.20	0	UB Receipt Serv 23 INDUSTRI
602 SEWER	602-14602	G	1/17/2012	\$239.23	0	UB Receipt Serv 25 COMM SE
602 SEWER	602-14602	G	1/9/2012	\$0.05	0	UB Receipt Serv Pen 25 COMM
602 SEWER	602-14602	G	1/17/2012	\$0.24	0	UB Receipt Serv Pen 10 SEWER
602 SEWER	602-14602	G	1/17/2012	\$0.35	0	UB Receipt Serv Pen 25 COMM
602 SEWER	602-14602	G	1/17/2012	\$2.50	0	UB Receipt Serv Pen 25 COMM
602 SEWER	602-14602	G	1/6/2012	\$2.50	0	UB Receipt Serv Pen 25 COMM
602 SEWER	602-14602	G	1/6/2012	\$23.95	0	UB Receipt Serv 25 COMM SE
602 SEWER	602-14602	G	1/6/2012	\$10.00	0	UB Receipt Serv 24 SEWER CO
602 SEWER	602-14602	G	1/6/2012	\$1,481.49	0	UB Receipt Serv 10 SEWER
602 SEWER	602-14602	G	1/17/2012	\$85.05	0	UB Receipt Serv 29 INSTIT SE
602 SEWER	602-14602	G	1/9/2012	\$3,236.38	0	UB Receipt Serv 10 SEWER
602 SEWER	602-14602	G	1/9/2012	\$126.65	0	UB Receipt Serv 29 INSTIT SE
602 SEWER	602-14602	G	1/17/2012	\$2,810.55	0	UB Receipt Serv 10 SEWER
FUND 602 SEWER				<u>\$61,189.42</u>		
				<u>\$147,782.25</u>		

CITY OF BAYPORT
EXPENSE SUMMARY YTD THRU 01/31/2012

DEPT	DEPT Descr	2012 Budget	2012 YTD Amt	2012 Balance	2012 % of Budget Remain
FUND 101 GENERAL					
00000	GENERAL GOVERNMENT	\$0.00	\$0.00	\$0.00	0.00%
41100	ELECTIONS	\$4,670.00	\$470.00	\$4,200.00	89.94%
41200	MAYOR & COUNCIL	\$136,401.10	\$13,729.53	\$122,671.57	89.93%
41240	RECYCLING	\$6,752.94	\$247.00	\$6,505.94	96.34%
41400	ADMINISTRATION	\$157,155.79	\$8,902.33	\$148,253.46	94.34%
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%
41903	DEBT SERVICE	\$0.00	\$0.00	\$0.00	0.00%
41910	PLANNING & ZONING	\$222,683.69	\$13,241.30	\$209,442.39	94.05%
41940	MUNICIPAL BUILDINGS	\$112,293.80	\$3,748.44	\$108,545.36	96.66%
42100	POLICE	\$717,706.41	\$45,392.82	\$672,313.59	93.68%
42200	FIRE PROTECTION	\$419,466.29	\$35,693.98	\$383,772.31	91.49%
43100	STREET MAINT	\$428,533.52	\$15,044.23	\$413,489.29	96.49%
43130	STREET - FLOOD PREPARATION	\$0.00	\$0.00	\$0.00	0.00%
43160	STREET LIGHTING	\$27,500.00	\$2,484.42	\$25,015.58	90.97%
43200	PARKS	\$63,699.47	\$1,200.18	\$62,499.29	98.12%
43300	CEMETERY	\$37,250.00	\$0.00	\$37,250.00	100.00%
44100	PROJECT	\$50,000.00	\$0.00	\$50,000.00	100.00%
FUND 101 GENERAL		\$2,384,113.01	\$140,154.23	\$2,243,958.78	94.12%
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	\$280,065.00	\$15,446.49	\$264,618.51	94.48%
FUND 211 LIBRARY		\$280,065.00	\$15,446.49	\$264,618.51	94.48%
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%
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%

CITY OF BAYPORT
EXPENSE SUMMARY YTD THRU 01/31/2012

DEPT	DEPT Descr	2012 Budget	2012 YTD Amt	2012 Balance	2012 % of Budget Remain
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					
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					
46110	WATER-PUMPHOUSE	\$47,350.00	\$1,910.90	\$45,439.10	95.96%
46120	WATER	\$427,638.09	\$23,408.56	\$404,229.53	94.53%
FUND 601 WATER		\$474,988.09	\$25,319.46	\$449,668.63	94.67%
FUND 602 SEWER					
44100	PROJECT	\$0.00	\$0.00	\$0.00	0.00%
46200	SEWER - OPERATING	\$374,238.93	\$11,235.22	\$363,003.71	97.00%
46990	SEWER - NON-OPERATING	\$345,000.00	\$30,831.96	\$314,168.04	91.06%
FUND 602 SEWER		\$719,238.93	\$42,067.18	\$677,171.75	94.15%
FUND 800 INVESTMENTS-POOLED					
00000	GENERAL GOVERNMENT	\$0.00	\$0.00	\$0.00	0.00%
47000	INTEREST EXP	\$0.00	\$0.00	\$0.00	0.00%
FUND 800 INVESTMENTS-POOLED		\$0.00	\$0.00	\$0.00	0.00%
FUND 803 P & Z ESCROWS					
41910	PLANNING & ZONING	\$0.00	\$0.00	\$0.00	0.00%
41912	INSPIRATION	\$0.00	\$0.00	\$0.00	0.00%
80001	ANDERSEN ESCROW	\$0.00	\$0.00	\$0.00	0.00%
80003	BAYTOWN ANNEXATION	\$0.00	\$0.00	\$0.00	0.00%
80006	OSTERTAG VARIANCE	\$0.00	\$0.00	\$0.00	0.00%
80008	CHARLES LUTZ STREET 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%

CITY OF BAYPORT
EXPENSE SUMMARY YTD THRU 01/31/2012

DEPT	DEPT Descr	2012 Budget	2012 YTD Amt	2012 Balance	2012 % of Budget Remain
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	\$175.00	(\$175.00)	0.00%
FUND 803 P & Z ESCROWS		\$0.00	\$175.00	(\$175.00)	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%
		\$3,858,405.03	\$223,162.36	\$3,635,242.67	94.22%

CITY OF BAYPORT

MONTHLY EXPENSES 1134070-1134188

Period Name: JANUARY

Search Name	FUN	Tran Date	Amount	A c	DEPT	Comments	Check Nbr	OBJ Descr
FUND 101 GENERAL								
DEPT 41100 ELECTIONS								
WASHINGTON COUNTY GOV T CENT	101	01/31/12	\$470.00	E	41100	ACCUVOTE MAINTENANCE	1134186	REPAIR/MAINT OF
			\$470.00					
DEPT 41100 ELECTIONS								
DEPT 41200 MAYOR & COUNCIL								
U S BANK VISA	101	01/04/12	\$48.20	E	41200	2011 VALLEY TROPHY	1134068	OFFICE SUPPLIES
INNOVATIVE OFFICE SOLUTIONS	101	01/17/12	\$4.87	E	41200	OFFICE SUPPLIES	1134151	OFFICE SUPPLIES
BUSINESS FORMS & ACCOUNTING	101	01/24/12	\$14.07	E	41200	OFFICE SUPPLIES	1134139	OFFICE SUPPLIES
U S BANK VISA	101	01/31/12	\$15.23	E	41200	OFFICE MAX	1134122	OFFICE SUPPLIES
ECKBERG, LAMMERS, BRIGGS, WOLF	101	01/24/12	\$56.00	E	41200	REVIEW WASTE HAULING	1134147	PROF SER-LEGAL
ECKBERG, LAMMERS, BRIGGS, WOLF	101	01/24/12	\$0.76	E	41200	SALES TAX	1134147	PROF SER-LEGAL
ECKBERG, LAMMERS, BRIGGS, WOLF	101	01/24/12	\$683.00	E	41200	954 INSPIRATION PKWY Z	1134147	PROF SER-LEGAL
ECKBERG, LAMMERS, BRIGGS, WOLF	101	01/24/12	\$10.00	E	41200	206 5TH ST. PHOTOCOPIE	1134147	PROF SER-LEGAL
ECKBERG, LAMMERS, BRIGGS, WOLF	101	01/24/12	\$532.00	E	41200	206 5TH ST. S ZONING BL	1134147	PROF SER-LEGAL
ECKBERG, LAMMERS, BRIGGS, WOLF	101	01/24/12	\$455.00	E	41200	CEMETARY	1134147	PROF SER-LEGAL
ECKBERG, LAMMERS, BRIGGS, WOLF	101	01/24/12	\$1.80	E	41200	PHOTOCOPIES/POSTAGE	1134147	PROF SER-LEGAL
ECKBERG, LAMMERS, BRIGGS, WOLF	101	01/24/12	\$70.00	E	41200	DISCUSS CODE ENFORCEM	1134147	PROF SER-LEGAL
ECKBERG, LAMMERS, BRIGGS, WOLF	101	01/24/12	\$35.00	E	41200	REVIEW CA REPORT	1134147	PROF SER-LEGAL
ECKBERG, LAMMERS, BRIGGS, WOLF	101	01/24/12	\$140.00	E	41200	CRIMINAL PROSECUTION	1134147	PROF SER-LEGAL
ECKBERG, LAMMERS, BRIGGS, WOLF	101	01/24/12	\$392.00	E	41200	PREPARE FOR CC MTG	1134147	PROF SER-LEGAL
ECKBERG, LAMMERS, BRIGGS, WOLF	101	01/24/12	\$42.00	E	41200	351 N 5TH ST. & ABANDO	1134147	PROF SER-LEGAL
ECKBERG, LAMMERS, BRIGGS, WOLF	101	01/24/12	\$245.00	E	41200	LABOR NEGOTIATIONS	1134147	PROF SER-LEGAL
ECKBERG, LAMMERS, BRIGGS, WOLF	101	01/24/12	\$147.00	E	41200	R. RADKE ZONING/VIOLAT	1134147	PROF SER-LEGAL
S E H	101	01/24/12	\$405.91	E	41200	4TH AVE. NO DOCK REVIE	1134166	PROF SER-ENGIN
S E H	101	01/24/12	\$441.51	E	41200	6TH ST STOP SIGN PREVIE	1134166	PROF SER-ENGIN
S E H	101	01/24/12	\$75.25	E	41200	PREPARATION CC MTG	1134166	PROF SER-ENGIN
SCHLENNER WENNER & CO.	101	01/24/12	\$50.00	E	41200	ACCOUNTING ISSUES	1134167	PROF SER-AUDIT
WASHINGTON COUNTY	101	01/31/12	\$244.34	E	41200	2012 TRUTH IN TAXATION	1134185	PROF SER-OTHER
COMPLETE HEALTH ENVIRONMENTA	101	01/17/12	\$350.00	E	41200	DECEMBER 2011 MAINTEN	1134145	PROF SER-OTHER
WASHINGTON COUNTY SHERIFF	101	01/17/12	\$272.82	E	41200	2012 CODE RED FEE/POLI	1134188	COMMUNICATION
STILLWATER GAZETTE	101	01/24/12	\$34.87	E	41200	2011 BUDGET SUMMARY	1134172	PRINTING & PUBL
METRO CITIES	101	01/17/12	\$1,516.00	E	41200	MEMBERSHIP FEE	1134158	DUES & MEMBERS
MIDDLE ST CROIX WATERSHED MGM	101	01/04/12	\$6,213.24	E	41200	2012 1ST HALF CONTRI	1134090	DUES & MEMBERS
			\$12,495.87					
DEPT 41200 MAYOR & COUNCIL								
DEPT 41240 RECYCLING								
STANTON, BRAD	101	01/17/12	\$30.00	E	41240	RECYCLING RECIPIENT	1134170	RECYCLING INCE
			\$30.00					
DEPT 41240 RECYCLING								
DEPT 41400 ADMINISTRATION								
INNOVATIVE OFFICE SOLUTIONS	101	01/17/12	\$29.27	E	41400	OFFICE SUPPLIES	1134151	OFFICE SUPPLIES
U S BANK VISA	101	01/04/12	\$85.17	E	41400	2011 THE PRINTER WORK	1134068	OFFICE SUPPLIES
BUSINESS FORMS & ACCOUNTING	101	01/24/12	\$84.47	E	41400	OFFICE SUPPLIES	1134139	OFFICE SUPPLIES
U S BANK VISA	101	01/31/12	\$91.41	E	41400	OFFICE MAX	1134122	OFFICE SUPPLIES
BAYPORT PRINTING HOUSE, INC	101	01/31/12	\$590.00	E	41400	DECEMBER 2011 NEWSLET	1134136	NEWS LETTER PRI
MAMA	101	01/24/12	\$30.00	E	41400	MTG/SARA TAYLOR 1/12/1	1134156	CONFERENCES &
MAILFINANCE	101	01/04/12	\$68.22	E	41400	1/30/12 - 4/29/12 LEASE P	1134088	REPAIR/MAINT OF
U S BANK VISA	101	01/31/12	\$91.41	E	41400	OFFICE MAX	1134122	REPAIR/MAINT OF
TR COMPUTER SALES LLC	101	01/24/12	\$72.14	E	41400	SONICWALL RENEWAL	1134179	REPAIR/MAINT OF
MAMA	101	01/24/12	\$45.00	E	41400	2012 DUES	1134156	DUES & MEMBERS
TAYLOR, SARA	101	01/24/12	\$35.00	E	41400	MCFOA CLERK-CERT REIM	1134121	DUES & MEMBERS
MN GFOA	101	01/17/12	\$60.00	E	41400	2012 RENEWAL	1134162	DUES & MEMBERS
			\$1,282.09					
DEPT 41400 ADMINISTRATION								
DEPT 41910 PLANNING & ZONING								

CITY OF BAYPORT

MONTHLY EXPENSES 1134070-1134188

Period Name: JANUARY

Search Name	FUN	Tran Date	Amount	A c	DEPT	Comments	Check Nbr	OBJ Descr
BUSINESS FORMS & ACCOUNTING	101	01/24/12	\$70.39	E	41910	OFFICE SUPPLIES	1134139	OFFICE SUPPLIES
U S BANK VISA	101	01/31/12	\$76.17	E	41910	OFFICE MAX	1134122	OFFICE SUPPLIES
INNOVATIVE OFFICE SOLUTIONS	101	01/17/12	\$24.39	E	41910	OFFICE SUPPLIES	1134151	OFFICE SUPPLIES
HOLIDAY FLEET	101	01/05/12	\$104.62	E	41910	2011 FUEL	1134082	MOTOR FUELS & L
TAYLOR, SARA	101	01/05/12	\$286.38	E	41910	MILEAGE REIMBURSEMEN	1134099	USE OF PERSONA
U S BANK VISA	101	01/04/12	\$400.00	E	41910	2012 U OF M CCE	1134068	CONFERENCES &
DVS RENEWAL	101	01/24/12	\$16.00	E	41910	PLATE 931215 / 05 DODG	1134146	REP & MAINT VEH
TR COMPUTER SALES LLC	101	01/24/12	\$60.11	E	41910	SONICWALL RENEWAL	1134179	REPAIR/MAINT OF
MAILFINANCE	101	01/04/12	\$56.85	E	41910	1/30/12 - 4/29/12 LEASE P	1134088	REPAIR/MAINT OF
U S BANK VISA	101	01/31/12	\$76.17	E	41910	OFFICE MAX	1134122	REPAIR/MAINT OF
DEPT 41910 PLANNING & ZONING			\$1,171.08					
DEPT 41940 MUNICIPAL BUILDINGS								
JOHNSON, CHAD	101	01/31/12	\$325.00	E	41940	JANUARY 2012 CLEANING	1134153	CONTRACT SERVI
COMCAST	101	01/04/12	\$49.90	E	41940	JAN 2012 HIGH-SPEED INT	1134076	COMMUNICATION
COMCAST	101	01/31/12	\$49.90	E	41940	FEB HIGHSPEED INTERNE	1134144	COMMUNICATION
XCEL	101	01/10/12	\$682.59	E	41940	DEC. 2011 GAS & ELECTRI	1134109	ELECTRIC SERVIC
XCEL	101	01/10/12	\$285.93	E	41940	DEC. 2011 GAS & ELECTRI	1134109	FUEL FOR HEAT
SUMMIT FIRE PROTECTION	101	01/31/12	\$255.00	E	41940	ANNUAL FIRE SPRINLER I	1134175	R & M BLDGS, ST
U S BANK VISA	101	01/04/12	\$1,619.55	E	41940	2011 B & H PHOTO VIDEO	1134068	R & M BLDGS, ST
U S BANK VISA	101	01/04/12	\$117.95	E	41940	2011 ZEP SALES AND SER	1134068	R & M BLDGS, ST
U S BANK VISA	101	01/31/12	\$247.69	E	41940	ZEP SALES AND SERVICE	1134122	R & M BLDGS, ST
U S BANK VISA	101	01/31/12	\$39.93	E	41940	RELIABLE APPLIANCE SER	1134122	R & M BLDGS, ST
JOHNNY S TV	101	01/04/12	\$75.00	E	41940	2011 REPAIR CAM CONTR	1134084	R & M BLDGS, ST
DEPT 41940 MUNICIPAL BUILDINGS			\$3,748.44					
DEPT 42100 POLICE								
CITY OF WOODBURY	101	01/04/12	\$1,631.99	E	42100	2012 SRT CONTR/POLICE	1134075	TACTICAL TEAM S
INNOVATIVE OFFICE SOLUTIONS	101	01/17/12	\$24.39	E	42100	OFFICE SUPPLIES	1134151	OFFICE SUPPLIES
U S BANK VISA	101	01/31/12	\$76.17	E	42100	OFFICE MAX	1134122	OFFICE SUPPLIES
BUSINESS FORMS & ACCOUNTING	101	01/24/12	\$70.39	E	42100	OFFICE SUPPLIES	1134139	OFFICE SUPPLIES
U S BANK VISA	101	01/04/12	\$10.34	E	42100	ACE HARDWARE	1134069	UNIFORMS - MISC
UNIFORMS UNLIMITED	101	01/24/12	\$53.38	E	42100	HOLSTER MANDATED AS U	1134181	UNIFORMS - MISC
UNIFORMS UNLIMITED	101	01/31/12	\$80.50	E	42100	OPERATING SUPPLIES-UNI	1134181	UNIFORMS - MISC
UNIFORMS UNLIMITED	101	01/31/12	\$43.82	E	42100	UNIFORMS - WILMARTH/P	1134181	UNIFORMS - WILL
UNIFORMS UNLIMITED	101	01/24/12	\$186.48	E	42100	WILMARTH UNIFORMS/PO	1134181	UNIFORMS - WILL
UNIFORMS UNLIMITED	101	01/31/12	\$346.42	E	42100	UNIFORMS/Z LUND-POLIC	1134181	UNIFORMS - LUN
HOLIDAY FLEET	101	01/05/12	\$8.54	E	42100	2011 FUEL	1134082	MOTOR FUELS & L
WASHINGTON COUNTY SHERIFF	101	01/24/12	\$1,465.18	E	42100	2010 FUEL/POLICE DEPT.	1134188	MOTOR FUELS & L
U S BANK VISA	101	01/31/12	\$31.83	E	42100	THE UPS STORE	1134125	OPERATING SUPP
U S BANK VISA	101	01/31/12	\$184.74	E	42100	CMI INC	1134125	OPERATING SUPP
MINNESOTA SUPREME COURT	101	01/24/12	\$133.20	E	42100	2011 CITATIONS COSTS/P	1134161	OPERATING SUPP
U S BANK VISA	101	01/31/12	\$189.35	E	42100	SIRCHIE FINGER PRINT	1134125	OPERATING SUPP
U S BANK VISA	101	01/31/12	\$5.55	E	42100	WALGREENS	1134125	OPERATING SUPP
U S BANK VISA	101	01/31/12	(\$73.33)	E	42100	CMI INC	1134125	OPERATING SUPP
ECKBERG, LAMMERS, BRIGGS, WOLF	101	01/10/12	\$2,261.33	E	42100	PROSECUTION	1134106	PROF SER-LEGAL
VERIZON WIRELESS	101	01/17/12	\$164.28	E	42100	PHONES/POLICE DEPT.	1134119	COMMUNICATION
VERIZON WIRELESS	101	01/17/12	\$78.06	E	42100	PHONES/POLICE DEPT.	1134120	COMMUNICATION
DVS RENEWAL	101	01/24/12	\$129.75	E	42100	PLATE 909 EVD 05 DODGE	1134146	INSURANCE/P&L
DVS RENEWAL	101	01/24/12	\$75.75	E	42100	PLATE 686 DGP/ 04 FORD	1134146	INSURANCE/P&L
U S BANK VISA	101	01/04/12	\$47.57	E	42100	AED SUPERSTORE	1134069	POLICE TRAINING
UNIFORMS UNLIMITED	101	01/24/12	\$940.45	E	42100	WILLMARTH/POLICE UNIF	1134181	POLICE TRAINING
KEEPRS, INC	101	01/24/12	\$982.18	E	42100	TRAINING AMMO/POLICE	1134154	POLICE TRAINING
KEEPRS, INC	101	01/24/12	\$210.48	E	42100	TRAINING AMMO/POLICE	1134154	POLICE TRAINING
WILMES, JUSTIN	101	01/17/12	\$20.00	E	42100	PARKING TRAINING REIM	1134110	POLICE TRAINING

CITY OF BAYPORT

MONTHLY EXPENSES 1134070-1134188

Period Name: JANUARY

Search Name	FUN	Tran Date	Amount	A c	DEPT	Comments	Check Nbr	OBJ Descr
BAYPORT TRANSMISSION & AUTO	101	01/24/12	\$26.78	E	42100	2009 DODGE CHARGER/OI	1134137	REP & MAINT VEH
CENTURY AVENUE COLLISION CENTE	101	01/24/12	\$250.00	E	42100	2003 CHEV IMPALA ELECT	1134142	REP & MAINT VEH
BAYPORT TRANSMISSION & AUTO	101	01/04/12	\$26.78	E	42100	2011 K-9 ENGINE OIL & FI	1134071	REP & MAINT VEH
TR COMPUTER SALES LLC	101	01/04/12	\$512.06	E	42100	2011 COMPUTER CONSUL	1134100	REPAIR/MAINT OF
MAILFINANCE	101	01/04/12	\$56.85	E	42100	1/30/12 - 4/29/12 LEASE P	1134088	REPAIR/MAINT OF
TR COMPUTER SALES LLC	101	01/24/12	\$60.11	E	42100	SONICWALL RENEWAL	1134179	REPAIR/MAINT OF
U S BANK VISA	101	01/31/12	\$76.17	E	42100	OFFICE MAX	1134122	REPAIR/MAINT OF
HUMANE SOCIETY	101	01/24/12	\$137.57	E	42100	2011 4TH QTR. ANIMAL IM	1134150	ANIMAL EXPENSE
TR COMPUTER SALES LLC	101	01/17/12	\$1,083.71	E	42100	WORKSTATION & OFFICE	1134179	TRANSFER OUT/O
U S BANK VISA	101	01/04/12	\$7.62	E	42100	WALGREENS	1134069	COMMUNITY PRO
WASHINGTON COUNTY SHERIFF	101	01/04/12	\$60.00	E	42100	2011 CRIM HIST/POLICE D	1134105	COMMUNITY PRO
WASHINGTON COUNTY SHERIFF	101	01/04/12	(\$60.00)	E	42100	2011 CRIM HIST/POLICE D	1134105	COMMUNITY PRO
DEPT 42100 POLICE			\$11,616.44					
DEPT 42200 FIRE PROTECTION								
U S BANK VISA	101	01/10/12	\$14.95	E	42200	EXPERIAN	1134107	OFFICE SUPPLIES
U S BANK VISA	101	01/10/12	\$54.78	E	42200	FIRE PROTECTION	1134107	OFFICE SUPPLIES
U S BANK VISA	101	01/10/12	\$5.87	E	42200	IINTEREST CHG	1134107	OFFICE SUPPLIES
U S BANK VISA	101	01/10/12	\$39.00	E	42200	LATE FEES	1134107	OFFICE SUPPLIES
ASPEN MILLS INC	101	01/31/12	\$124.85	E	42200	STEVE BUEGE	1134132	UNIFORMS - MISC
ASPEN MILLS INC	101	01/31/12	\$132.85	E	42200	MATT LUNDQUIST	1134132	UNIFORMS - MISC
ASPEN MILLS INC	101	01/31/12	\$39.95	E	42200	JACOB EISINGER	1134132	UNIFORMS - MISC
ASPEN MILLS INC	101	01/31/12	\$75.90	E	42200	BRANDON JOHNSON	1134132	UNIFORMS - MISC
ASPEN MILLS INC	101	01/31/12	\$75.90	E	42200	KYLE CARLSON	1134132	UNIFORMS - MISC
ASPEN MILLS INC	101	01/31/12	\$56.27	E	42200	MIKE BELL	1134132	UNIFORMS - MISC
ASPEN MILLS INC	101	01/31/12	\$39.95	E	42200	MARK OSTERTAG	1134132	UNIFORMS - MISC
ASPEN MILLS INC	101	01/31/12	\$124.85	E	42200	CHUCK OSWALD	1134132	UNIFORMS - MISC
ASPEN MILLS INC	101	01/31/12	\$88.90	E	42200	AARON PRICHARD	1134132	UNIFORMS - MISC
ASPEN MILLS INC	101	01/31/12	\$124.85	E	42200	ANGIE FOX	1134132	UNIFORMS - MISC
ASPEN MILLS INC	101	01/31/12	\$75.90	E	42200	RAY VALLEY	1134132	UNIFORMS - MISC
ASPEN MILLS INC	101	01/31/12	\$88.90	E	42200	ANDY SWENSON	1134132	UNIFORMS - MISC
ASPEN MILLS INC	101	01/31/12	\$96.22	E	42200	JOSH EISINGER	1134132	UNIFORMS - MISC
ASPEN MILLS INC	101	01/31/12	\$75.90	E	42200	JAKE VINDAL	1134132	UNIFORMS - MISC
ASPEN MILLS INC	101	01/31/12	\$128.85	E	42200	JUSTIN WILMES	1134132	UNIFORMS - MISC
ASPEN MILLS INC	101	01/31/12	\$75.90	E	42200	JASON SEVERSON	1134132	UNIFORMS - MISC
ASPEN MILLS INC	101	01/31/12	\$43.95	E	42200	MARK SWENSON	1134132	UNIFORMS - MISC
ASPEN MILLS INC	101	01/31/12	\$124.85	E	42200	MIKE GALOWITZ	1134132	UNIFORMS - MISC
ASPEN MILLS INC	101	01/31/12	\$39.95	E	42200	JEFF HAFEMAN	1134132	UNIFORMS - MISC
ASPEN MILLS INC	101	01/31/12	\$124.85	E	42200	MIKE ELDRED	1134132	UNIFORMS - MISC
HOLIDAY FLEET	101	01/05/12	\$702.43	E	42200	2011 FUEL	1134082	MOTOR FUELS & L
BOUND TREE MEDICAL, LLC	101	01/31/12	\$26.06	E	42200	OPERATING MATERIAL/FI	1134138	OPERATING SUPP
BOUND TREE MEDICAL, LLC	101	01/31/12	\$14.59	E	42200	2011 MEDICAL SUPPLIES/F	1134138	OPERATING SUPP
ECKBERG, LAMMERS, BRIGGS, WOLF	101	01/24/12	\$56.00	E	42200	VEHICLE DISPOSAL OPTIO	1134147	PROF SER-LEGAL
ECKBERG, LAMMERS, BRIGGS, WOLF	101	01/24/12	\$2.92	E	42200	PHOTOCOPIES/POSTAGE	1134147	PROF SER-LEGAL
ECKBERG, LAMMERS, BRIGGS, WOLF	101	01/24/12	\$70.00	E	42200	HECKER BANKRUPTCY TRU	1134147	PROF SER-LEGAL
ECKBERG, LAMMERS, BRIGGS, WOLF	101	01/24/12	\$14.00	E	42200	CONTACT WITH TRUSTEE	1134147	PROF SER-LEGAL
ECKBERG, LAMMERS, BRIGGS, WOLF	101	01/24/12	\$119.00	E	42200	CONFERENCE DMV	1134147	PROF SER-LEGAL
ECKBERG, LAMMERS, BRIGGS, WOLF	101	01/24/12	\$98.00	E	42200	HECKER ABANDONED VEH	1134147	PROF SER-LEGAL
ECKBERG, LAMMERS, BRIGGS, WOLF	101	01/24/12	\$42.00	E	42200	ISPOSAL OF LEASED HECK	1134147	PROF SER-LEGAL
ECKBERG, LAMMERS, BRIGGS, WOLF	101	01/24/12	\$14.00	E	42200	OPTIONS PRESENTED BY	1134147	PROF SER-LEGAL
ECKBERG, LAMMERS, BRIGGS, WOLF	101	01/24/12	\$70.00	E	42200	HECKER CAR DETAILS	1134147	PROF SER-LEGAL
STILLWATER MEDICAL GROUP	101	01/31/12	\$29.38	E	42200	2011 ANGELA FOX/FIRE D	1134173	PROF SER-OTHER
PHYSIO-CONTROL CORPORATION	101	01/31/12	\$540.96	E	42200	ANNUAL MAINT. AGREEME	1134164	PROF SER-OTHER
NEXTEL COMMUNICATIONS	101	01/31/12	\$201.69	E	42200	PHONES/FIRE DEPT.	1134126	COMMUNICATION

CITY OF BAYPORT

MONTHLY EXPENSES 1134070-1134188

Period Name: JANUARY

Search Name	FUN	Tran Date	Amount	A c	DEPT	Comments	Check Nbr	OBJ Descr
J H LARSON CO	101	01/31/12	\$115.53	E	43200	OPERATING MATERIAL/LI	1134152	OPERATING SUPP
CENTURY POWER EQUIPMENT	101	01/04/12	\$288.76	E	43200	2011/CHAIN SAW AND SU	1134074	SMALL TOOLS-EQ
CARQUEST OF STILLWATER	101	01/04/12	\$7.72	E	43200	CORD PLUG/2011 PW DEP	1134073	REP & MAINT VEH
TRI STATE BOBCAT INC	101	01/31/12	\$86.62	E	43200	PARTS-TOOLCAT	1134180	REP & MAINT VEH
CARQUEST OF STILLWATER	101	01/04/12	\$19.00	E	43200	CORD ADAPTER/2011 PW	1134073	REP & MAINT VEH
CENTURY POWER EQUIPMENT	101	01/04/12	\$68.13	E	43200	CHAIN SAW PARTS/2011 P	1134074	REP & MAINT VEH
U S BANK VISA	101	01/04/12	\$24.48	E	43200	THE UPS STORE	1134101	REPAIR & MAINT
U S BANK VISA	101	01/04/12	\$98.99	E	43200	MENARDS	1134101	REPAIR & MAINT
U S BANK VISA	101	01/04/12	\$29.97	E	43200	MENARDS	1134101	REPAIR & MAINT
TR COMPUTER SALES LLC	101	01/24/12	\$12.02	E	43200	SONICWALL RENEWAL	1134179	REPAIR/MAINT OF
U S BANK VISA	101	01/31/12	\$15.23	E	43200	OFFICE MAX	1134122	REPAIR/MAINT OF
MAILFINANCE	101	01/04/12	\$11.37	E	43200	1/30/12 - 4/29/12 LEASE P	1134088	REPAIR/MAINT OF
U S BANK VISA	101	01/31/12	\$15.17	E	43200	MENARDS	1134127	R & M BLDGS, ST
U S BANK VISA	101	01/31/12	\$16.55	E	43200	MENARDS	1134127	R & M BLDGS, ST
U S BANK VISA	101	01/31/12	\$42.53	E	43200	MENARDS	1134127	R & M BLDGS, ST
AIR FRESH PORTABLE TOILETS	101	01/31/12	\$84.36	E	43200	MTHLY RENTAL 1/20/12-2/	1134129	SATILLITTIES
DEPT 43200 PARKS			\$936.43					
FUND 101 GENERAL			\$57,312.52					
FUND 107 TIF REDEVELOPMENT DISTRICT 2-1								
DEPT 00000 GENERAL GOVERNMENT								
PRESBYTERIAN HOMES	107	01/04/12	\$17,591.47	E	00000	TAX SETTLEMENT/2011	1134097	PROF SER-OTHER
DEPT 00000 GENERAL GOVERNMENT			\$17,591.47					
FUND 107 TIF REDEVELOPMENT DISTRICT 2-1			\$17,591.47					
FUND 206 WATER/SEWER IMPROVEMENT FUND								
DEPT 41603 SO MN STREET UTILITY PROJECT								
S E H	206	01/24/12	\$336.32	E	41603	2012 I/I IMPROV COSTS	1134166	PROF SER-ENGIN
DEPT 41603 SO MN STREET UTILITY PROJECT			\$336.32					
FUND 206 WATER/SEWER IMPROVEMENT FUND			\$336.32					
FUND 211 LIBRARY								
DEPT 45500 LIBRARY								
BAKER & TAYLOR	211	01/24/12	\$15.51	E	45500	2011 DEC BOOKS/LIBRARY	1134133	MATERIALS & PR
BAKER & TAYLOR	211	01/24/12	\$54.41	E	45500	2011 DEC BOOKS/LIBRARY	1134133	MATERIALS & PR
BAKER & TAYLOR	211	01/24/12	\$107.21	E	45500	2011 DEC BOOKS/LIBRARY	1134133	MATERIALS & PR
BAKER & TAYLOR	211	01/24/12	\$13.57	E	45500	2011 DEC BOOKS/LIBRARY	1134133	MATERIALS & PR
BAKER & TAYLOR	211	01/24/12	\$112.99	E	45500	2011 DEC BOOKS/LIBRARY	1134133	MATERIALS & PR
BAKER & TAYLOR	211	01/24/12	\$70.03	E	45500	2011 DEC BOOKS/LIBRARY	1134133	MATERIALS & PR
BAKER & TAYLOR	211	01/24/12	\$126.97	E	45500	2011 DEC BOOKS/LIBRARY	1134133	MATERIALS & PR
BAKER & TAYLOR	211	01/24/12	\$57.41	E	45500	2011 DEC BOOKS/LIBRARY	1134133	MATERIALS & PR
BAKER & TAYLOR	211	01/24/12	\$51.16	E	45500	2011 DEC BOOKS/LIBRARY	1134133	MATERIALS & PR
BAKER & TAYLOR	211	01/24/12	\$73.05	E	45500	2011 DEC BOOKS/LIBRARY	1134133	MATERIALS & PR
BAKER & TAYLOR	211	01/24/12	\$46.28	E	45500	2011 DEC BOOKS/LIBRARY	1134133	MATERIALS & PR
SHARON SIPPEL	211	01/24/12	\$975.00	E	45500	JAN CLEANING SERVICES/	1134168	CONTRACT SERVI
COMCAST	211	01/24/12	\$5.00	E	45500	JAN 2012 HIGHSPEED INT	1134144	COMMUNICATION
WASHINGTON COUNTY LIBRARY	211	01/24/12	\$144.37	E	45500	JAN 2012 DATA LINE/LIBR	1134187	COMMUNICATION
XCEL	211	01/10/12	\$820.21	E	45500	DEC. 2011 GAS & ELECTRI	1134109	ELECTRIC SERVIC
XCEL	211	01/10/12	\$1,209.71	E	45500	DEC. 2011 GAS & ELECTRI	1134109	FUEL FOR HEAT
WASHINGTON COUNTY LIBRARY	211	01/24/12	\$48.45	E	45500	4TH QTR. 2011 POSTAGE/	1134187	SHARED AUTOMA
WASHINGTON COUNTY LIBRARY	211	01/04/12	\$112.42	E	45500	DATABASE ENGINE REPAI	1134104	SHARED AUTOMA
TR COMPUTER SALES LLC	211	01/04/12	\$210.00	E	45500	2011 COMPUTER CONSUL	1134100	REPAIR/MAINT OF
TOSHIBA BUSINESS SOLUTIONS	211	01/24/12	\$26.87	E	45500	PARTS,LABLOR,TONER/LIB	1134178	REPAIR/MAINT OF
THOENNES PLUMBING & HEATING	211	01/24/12	\$657.00	E	45500	INSTAL WATER HEATER/LI	1134177	R & M BLDGS, ST

CITY OF BAYPORT

MONTHLY EXPENSES 1134070-1134188

Period Name: JANUARY

Search Name	FUN	Tran Date	Amount	A c	DEPT	Comments	Check Nbr	OBJ Descr
PLUNKETT S PEST CONTROL	211	01/24/12	\$103.27	E	45500	BLG MAINT./LIBRARY DEP	1134165	R & M BLDGS, ST
SAM S CLUB	211	01/24/12	\$35.00	E	45500	2012 MEMBERSHIP/LIBRA	1134117	DUES & MEMBERS
DEPT 45500 LIBRARY			<u>\$5,075.89</u>					
FUND 211 LIBRARY			\$5,075.89					
FUND 601 WATER								
DEPT 46110 WATER-PUMPHOUSE								
XCEL	601	01/10/12	\$1,666.52	E	46110	DEC. 2011 GAS & ELECTRI	1134109	ELECTRIC SERVIC
XCEL	601	01/10/12	\$208.93	E	46110	DEC. 2011 GAS & ELECTRI	1134109	FUEL FOR HEAT
U S BANK VISA	601	01/31/12	\$25.87	E	46110	ACE HARDWARE	1134127	REPAIR & MAINT
U S BANK VISA	601	01/04/12	\$9.58	E	46110	ACE HARDWARE	1134101	REPAIR & MAINT
DEPT 46110 WATER-PUMPHOUSE			<u>\$1,910.90</u>					
DEPT 46120 WATER								
U S BANK VISA	601	01/31/12	\$15.23	E	46120	OFFICE MAX	1134122	OFFICE SUPPLIES
BUSINESS FORMS & ACCOUNTING	601	01/24/12	\$14.07	E	46120	OFFICE SUPPLIES	1134139	OFFICE SUPPLIES
HUFTEL, KAREN	601	01/05/12	\$23.55	E	46120	REIMBURSEMENT FOR OFF	1134083	OFFICE SUPPLIES
INNOVATIVE OFFICE SOLUTIONS	601	01/17/12	\$4.87	E	46120	OFFICE SUPPLIES	1134151	OFFICE SUPPLIES
HOLIDAY FLEET	601	01/05/12	\$389.64	E	46120	2011 FUEL	1134082	MOTOR FUELS & L
HAWKINS WATER	601	01/17/12	\$30.00	E	46120	WATER TREATMENT	1134149	CHEMICALS AND
U S BANK VISA	601	01/04/12	\$12.60	E	46120	CMC - ROBERTS	1134101	CHEMICALS AND
U S BANK VISA	601	01/04/12	\$2.39	E	46120	USPS	1134101	CHEMICALS AND
U S BANK VISA	601	01/31/12	\$13.64	E	46120	THE UPS STORE	1134127	CHEMICALS AND
HAWKINS WATER	601	01/31/12	\$78.86	E	46120	WATER TESTING/WATER	1134149	CHEMICALS AND
HAWKINS WATER	601	01/31/12	\$78.86	E	46120	WATER TESTING/WATER	1134149	CHEMICALS AND
MENARDS-STILLWATER	601	01/17/12	\$9.13	E	46120	TIE STRAPS - WATER DEP	1134157	OPERATING SUPP
DVS RENEWAL	601	01/24/12	\$16.00	E	46120	PLATE 165323 / 97 CHEV	1134146	OPERATING SUPP
DVS RENEWAL	601	01/24/12	\$16.00	E	46120	PLATE 923725 / 08 CHEV	1134146	OPERATING SUPP
DVS RENEWAL	601	01/24/12	\$16.00	E	46120	PLATE 937704 / 11 CHEV	1134146	OPERATING SUPP
J H LARSON CO	601	01/31/12	\$7.28	E	46120	REPAIR PARTS/WATER DE	1134152	OPERATING SUPP
J H LARSON CO	601	01/31/12	\$21.52	E	46120	REPAIR PARTS/WATER DE	1134152	OPERATING SUPP
U S BANK VISA	601	01/31/12	\$248.41	E	46120	MILLS FLEET FARM	1134127	SMALL TOOLS-EQ
CENTURY POWER EQUIPMENT	601	01/04/12	\$0.96	E	46120	2011/SAW CHAIN/OPERAT	1134074	SMALL TOOLS-EQ
U S BANK VISA	601	01/04/12	\$54.13	E	46120	PROTECTION PRODUCTS	1134101	SMALL TOOLS-EQ
CENTURY POWER EQUIPMENT	601	01/04/12	\$288.76	E	46120	2011/CHAIN SAW AND SU	1134074	SMALL TOOLS-EQ
SUMMIT FIRE PROTECTION	601	01/31/12	\$280.00	E	46120	ANNUAL FIRE SPRINKLER/	1134175	CONTRACT SERVI
BANYON DATA SYSTEMS	601	01/26/12	\$390.30	E	46120	UTILITIES WINSUPPORT	1134134	CONTRACT SERVI
ONE CALL CONCEPTS	601	01/04/12	\$11.60	E	46120	DECEMBER 2011 LOCATES	1134096	GOPHER STATE O
ONE CALL CONCEPTS	601	01/17/12	\$100.00	E	46120	LOCATES ANNUAL FEE	1134163	GOPHER STATE O
U S BANK VISA	601	01/31/12	\$14.95	E	46120	USPS	1134127	POSTAGE
U S BANK VISA	601	01/31/12	(\$2.39)	E	46120	MENARDS	1134127	POSTAGE
XCEL	601	01/10/12	\$1,148.54	E	46120	DEC. 2011 GAS & ELECTRI	1134109	ELECTRIC SERVIC
XCEL	601	01/10/12	\$1,313.64	E	46120	DEC. 2011 GAS & ELECTRI	1134109	FUEL FOR HEAT
MINNESOTA RURAL WATER ASSOC	601	01/04/12	\$225.00	E	46120	MEMBERSHIP FOR FEBRUA	1134092	CONFERENCES &
TRI STATE BOBCAT INC	601	01/17/12	\$80.77	E	46120	PARTS-BOBCAT	1134180	REP & MAINT VEH
CRYSTEEL	601	01/04/12	\$1,588.16	E	46120	2011 CYLINDER FOR DUM	1134077	REP & MAINT VEH
MAILFINANCE	601	01/04/12	\$11.37	E	46120	1/30/12 - 4/29/12 LEASE P	1134088	REPAIR/MAINT OF
TR COMPUTER SALES LLC	601	01/24/12	\$12.02	E	46120	SONICWALL RENEWAL	1134179	REPAIR/MAINT OF
HD SUPPLY FACILITIES MAINT	601	01/04/12	\$187.32	E	46120	PIPE ADAPTER/2011 WATE	1134081	REPAIR/MAINT OF
U S BANK VISA	601	01/31/12	\$15.23	E	46120	OFFICE MAX	1134122	REPAIR/MAINT OF
LABCO, INC	601	01/04/12	\$1,179.24	E	46120	2011 REPAIR 2 FIRE HYDR	1134085	REPAIR & MAINT
MENARDS-STILLWATER	601	01/31/12	\$52.34	E	46120	REPAIR PARTS/WATER DE	1134157	REPAIR & MAINT
MID AMERICA METER,INC	601	01/31/12	\$206.25	E	46120	METER REPAIR/WATER DE	1134160	REPAIR & MAINT
ENGINEERED PRESSURE WASHING	601	01/31/12	\$80.11	E	46120	WASHER PARTS/WATER D	1134148	REPAIR & MAINT
CARQUEST OF STILLWATER	601	01/17/12	\$13.94	E	46120	HOSE REPAIR - WATER DE	1134141	R & M BLDGS, ST

CITY OF BAYPORT

01/31/12 5:12 PM

Page 7

MONTHLY EXPENSES 1134070-1134188

Period Name: JANUARY

Search Name	FUN	Tran Date	Amount	A c	DEPT	Comments	Check Nbr	OBJ Descr
LAKE COUNTRY DOOR LLC	601	01/17/12	\$562.71	E	46120	GARAGE DOOR SPRINGS	1134155	R & M BLDGS, ST
U S BANK VISA	601	01/31/12	\$34.22	E	46120	MENARDS	1134127	R & M BLDGS, ST
ST CROIX TREE SERVICE	601	01/17/12	\$275.00	E	46120	BAYTOWN RESIVOIR ROA	1134169	REPAIR & MAINT
MILLER EXCAVATING	601	01/04/12	\$2,556.47	E	46120	ROAD REPAIR/2011 WATE	1134091	REPAIR & MAINT
ACTION RENTAL	601	01/04/12	\$80.16	E	46120	2011 MANLIFT RENTAL	1134070	RENTAL OF EQUIP
S E H	601	01/24/12	\$168.16	E	46120	WELL HOUSE 3	1134166	CAPITAL ASSETS
DEPT 46120 WATER			<u>\$11,927.01</u>					
FUND 601 WATER			\$13,837.91					
FUND 602 SEWER								
DEPT 46200 SEWER - OPERATING								
U S BANK VISA	602	01/31/12	\$15.23	E	46200	OFFICE MAX	1134122	OFFICE SUPPLIES
INNOVATIVE OFFICE SOLUTIONS	602	01/17/12	\$4.92	E	46200	OFFICE SUPPLIES	1134151	OFFICE SUPPLIES
BUSINESS FORMS & ACCOUNTING	602	01/24/12	\$14.12	E	46200	OFFICE SUPPLIES	1134139	OFFICE SUPPLIES
DVS RENEWAL	602	01/24/12	\$16.00	E	46200	PLATE 919624 / 94 FORD	1134146	OPERATING SUPP
U S BANK VISA	602	01/31/12	\$10.66	E	46200	ACE HARDWARE	1134127	OPERATING SUPP
BANYON DATA SYSTEMS	602	01/26/12	\$390.30	E	46200	UTILITIES WINSUPPORT	1134134	CONTRACT SERVI
BRAKE & EQUIPMENT WAREHOUSE	602	01/04/12	\$105.65	E	46200	CLUTCH PARTS/2011 SEW	1134072	REP & MAINT VEH
MAILFINANCE	602	01/04/12	\$11.37	E	46200	1/30/12 - 4/29/12 LEASE P	1134088	REPAIR/MAINT OF
U S BANK VISA	602	01/31/12	\$15.31	E	46200	OFFICE MAX	1134122	REPAIR/MAINT OF
TR COMPUTER SALES LLC	602	01/24/12	\$12.05	E	46200	SONICWALL RENEWAL	1134179	REPAIR/MAINT OF
AIR FRESH PORTABLE TOILETS	602	01/31/12	\$74.99	E	46200	PUMPING SERVICE/SEWER	1134129	REPAIR & MAINT
DEPT 46200 SEWER - OPERATING			<u>\$670.60</u>					
DEPT 46990 SEWER - NON-OPERATING								
METROPOLITAN COUNCIL (SDS)	602	01/17/12	\$30,831.96	E	46990	FEB2012 MTHLY ANNUAL F	1134159	STATE FEES FOR
DEPT 46990 SEWER - NON-OPERATING			<u>\$30,831.96</u>					
FUND 602 SEWER			\$31,502.56					
FUND 803 P & Z ESCROWS								
DEPT 80031 VALLEY GREEN								
ECKBERG, LAMMERS, BRIGGS, WOLF	803	01/24/12	\$175.00	E	80031	VALLEY GREEN CUP	1134147	PROF SER-LEGAL
DEPT 80031 VALLEY GREEN			<u>\$175.00</u>					
FUND 803 P & Z ESCROWS			<u>\$175.00</u>					
			125,831.67					

City of Bayport

294 North 3rd Street

Bayport, MN 55003

Phone: 651-275-4404

Fax: 651-275-4411

Building Permit Log

For: January, 2012

Printed: 1/31/2012

Page 1 of 2

Permit Number: BP2012-1	Filing Date: 1/5/2012
Parcel Address: 555 2nd Street N.	Bayport, MN 55003
Applicant: DAN ROETTGER HOME DAN ROETTGER HOME IMPROVEMENTS	Applicant Phone: 651-260-7033
Construction Value: \$26,000.00	Total Fees: \$436.75

Permit Number: BP2012-2	Filing Date: 1/11/2012
Parcel Address: 324 PERIWINKLE Place	BAYPORT, MN 55003
Applicant: TODD GILLES OWNER OWNER	Applicant Phone: 651-439-3313
Construction Value: \$25,000.00	Total Fees: \$528.75

Permit Number: BP2012-3	Filing Date: 1/19/2012
Parcel Address: 100 4TH Ave. N.	BAYPORT, MN 55003
Applicant: EMERALD BUILDERS, INC. EMERALD BUILDERS, INC. General Contractor	Applicant Phone: 651-917-5075
Construction Value: \$5,000.00	Total Fees: \$197.20

Permit Number: BP2012-4	Filing Date: 1/25/2012
Parcel Address: 936 INSPIRATION PARKWAY S.	BAYPORT, MN 55003
Applicant: DR HORTON, INC MINNESOTA DR HORTON, INC MINNESOTA RESIDENTIAL	Applicant Phone: 952-985-7806
Construction Value: \$280,000.00	Total Fees: \$9,180.64

Permit Number: MC2012-1	Filing Date: 1/11/2012
Parcel Address: 324 PERIWINKLE Place	BAYPORT, MN 55003
Applicant: TODD GILLES OWNER OWNER	Applicant Phone: 651-439-3313
Construction Value: \$1,000.00	Total Fees: \$80.00

Building Permit Log

For: January, 2012

Printed:1/31/2012

Page2 of 2

Permit Number: MC2012-2	Filing Date: 1/17/2012
Parcel Address: 423 4th Street So.	Bayport, MN 55003
Applicant: YOUNG & SONS HEATING AND YOUNG & SONS HEATING AND AIR MECHANICAL	Applicant Phone: 651-433-4500
Construction Value: \$4,403.00	Total Fees: \$85.00

Permit Number: PL2012-1	Filing Date: 1/11/2012
Parcel Address: 324 PERIWINKLE Place	BAYPORT, MN 55003
Applicant: TODD GILLES OWNER OWNER	Applicant Phone: 651-439-3313
Construction Value: \$1,000.00	Total Fees: \$80.00

Permit Number: SG2012-1	Filing Date: 1/11/2012
Parcel Address: 174 3rd Street N.	Bayport, MN 55003
Applicant: EGAN COMPANY EGAN COMPANY Sign	Applicant Phone: 763-504-3447
Construction Value:	Total Fees: \$45.61

Permit Number: TS2012-1	Filing Date: 1/11/2012
Parcel Address: 309 4th Street N.	Bayport, MN 55003
Applicant: ANDERSEN ELEMENTARY	Applicant Phone:
Construction Value:	Total Fees: \$25.00



CITY OF BAYPORT
294 NORTH THIRD STREET
BAYPORT, MINNESOTA 55003
PHONE 651-275-4404 FAX 651-275-4411
WWW.CI.BAYPORT.MN.US

DATE: January 30, 2012

TO: Mayor and City Council
Mitch Berg, City Administrator

FROM: Sara Taylor, Assistant City Administrator/Planner

RE: Consider a final text amendment to the city's Comprehensive Plan to comply with the Metropolitan Council's 2030 Policy Plan

BACKGROUND

On December 5, 2011, the City Council approved both a text and map amendment to the city's Comprehensive Plan to acknowledge the Middle St. Croix Valley Regional Trail Search Corridor and conform to the Metropolitan Council's Regional Parks Policy Plan. Following this approval, staff forwarded these amendments on to adjacent jurisdictions for review and comment, which is a requirement when any amendments are proposed to the city's Comprehensive Plan, before submitting to the Metropolitan Council for final review and approval.

The jurisdictions that were notified included Baytown Township, Oak Park Heights, Stillwater, West Lakeland Township, and Washington County. The city did not receive any objections to the proposed amendments, but did receive some suggestions from Washington County for rewording some of the text, to comply with recent updates to their parks plan, in relation to the Middle St. Croix Valley Regional Trail Search Corridor.

The Metropolitan Council has reviewed Washington County's comments and does not have any objection with the city incorporating these changes. As such, staff has prepared the final text amendments, with deletions in ~~strike through~~ and additions in **bold underline** (see attached). Assuming these changes are approved, staff will work the Metropolitan Council over the next few months to finalize the amendments and update the city's Comprehensive Plan accordingly.

RECOMMENDATION

Staff recommends the City Council adopt a motion amending the *Bicycle and Pedestrian Requirements* section of the city's Comprehensive Plan, as proposed, to comply with Washington County's Comprehensive Park, Trail and Open Space System Plan and Metropolitan Council's 2030 Policy Plan.

Bicycle and Pedestrian Requirements

Bayport has few designated bicycle trails and some non-continuous sidewalks throughout the City. Bayport's small size and the variety of parks dispersed throughout the community may represent opportunities for future connections within the City.

Whenever major roads are constructed or expanded, the City typically incorporates new bicycle/pedestrian trails with the project if funding is available. The Inspiration Development has a trail system that has been constructed as part of the development. Plans for bicycle/pedestrian paths are also proposed as part of Washington County's ~~linear park corridors~~ **Comprehensive Park, Trail and Open Space System Plan**. These trails are proposed as regional connections linking Bayport to the other communities ~~via trails along TH 95 and CSAH 21~~. The Middle St. Croix Valley Regional Trail Search Corridor is a proposed trail corridor that will stretch from the planned ~~Lake Links Regional Trail~~ **Brown's Creek State Trail** in the City of Stillwater to Interstate 94 and will connect to local trails in the City of Lakeland **and other surrounding communities, including Oak Park Heights, Baytown Township, and West Lakeland Township**.

Washington County has plans to upgrade CSAH 21 (Stagecoach Trail) in the future as traffic increases. With the added developments along Stagecoach Trail in Baytown Township and the trails located within these developments, the City of Bayport will work with the County to incorporate trails into any plans for Stagecoach Trail improvements.

The City has established four goals to provide for a safe and integral bicycle and pedestrian system:

- To provide safe pedestrian access along and across TH 95. This can be accomplished with the continued use of the intersection flags, installation of a pedestrian bridge or underpass and installation of traffic control signals.
- To provide pedestrian access between Barkers Alps and Inspiration and Baytown Township.
- To provide a bicycle and pedestrian connection to Stillwater and Oak Park Heights. A portion of this connection will be provided when the Highway 36/St. Croix River Bridge project is undertaken.
- In cooperation with Washington County and adjacent communities, obtain unused railroad right of ways for trail purposes.

Currently, there is no bicycle/pedestrian access to any transit corridors/facilities in Bayport since no transit facilities exist. The City of Bayport will work with adjoining communities, encouraging the installation of bicycle/trails with new developments and with street improvements projects.





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

Date: January 31, 2012
To: Mayor and City Council
From: Mitchell Berg, City Administrator
RE: League of Minnesota Cities (LMC) Liability Insurance Waiver

BACKGROUND

Each year, the city is asked to decide whether or not it wishes to waive the monetary limits on municipal tort liability established by Minnesota Statutes. In the past, the city has chosen not to waive the monetary limits.

RECOMMENDATION

Staff recommends the City Council adopt a motion to not waive the monetary limits on municipal tort liability, as provided by the League of Minnesota Cities.



CITY OF BAYPORT
294 NORTH THIRD STREET
BAYPORT, MINNESOTA 55003
PHONE 651-275-4404 FAX 651-275-4411
WWW.CI.BAYPORT.MN.US

DATE: January 31, 2012
TO: Mayor and City Council
FROM: Mitch Berg, City Administrator
RE: Consider options for a security door/gate for the salt/sand storage building

BACKGROUND

At the January meeting, the City Council approved the installation of a salt/sand storage structure adjacent to the Public Works building. Following discussion, the City Council requested staff to solicit quotes for an eight foot door/gate enclosure for the structure, to consider at a future meeting. As a result, staff has the following information:

<u>Company</u>	<u>Gate/Door Quote</u>
Sunnyside Construction and Concrete, Inc.	\$3,200.00 ⁱ
Winkel Enterprises, LLC	\$3,200.00 ⁱⁱ

The salt/sand structure was quoted at a cost not to exceed \$20,000.00. Based on the information above, staff recommends the city also proceed with the purchase of the low quoted door/gate, which will result in a total project cost of approximately \$23,200.00. It should be noted that this is within the \$25,000.00 project cost authorized by the City Council. Any remaining funds from the project will be used for landscaping around the salt/sand structure.

RECOMMENDATION

Staff recommends the City Council adopt a motion approving the purchase and installation of a door/gate enclosure for the salt/sand storage structure from Winkel Enterprises, LLC at a cost not to exceed \$3,200.00.

ⁱ Received verbally

ⁱⁱ Received in writing



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

DATE: January 24, 2012
TO: Mayor and City Council
FROM: Mitch Berg, City Administrator
RE: Consider an extension of the PERA leave certification program for non-union, full-time city employees for 2011

BACKGROUND

Three years ago, the city implemented a voluntary furlough program for non-union city employees to help offset the reductions in Local Government Aid (LGA) and consequential cuts to the city's budget. As a result of this program, non-union staff voluntarily gave up 258.25 hours without pay in 2011, saving the city approximately \$9,297.45 in wages, as well as additional savings in benefits.

The Public Employees Retirement Association (PERA) recognizes that many cities have implemented employee furlough policies to help offset budget cuts. As such, PERA has developed a leave certification program in order to allow the employer and employee to make the appropriate contributions, to ensure that the furlough does not impact their long-term retirement benefits.

The City Council approved participation in this program for non-union employees who took furlough in 2009 and 2010, and I am requesting the City Council continue the program for 2011. The city's contribution is estimated at \$651.00, excluding interest, which was included in the 2012 budget. Given the sacrifice non-union employees have made over the past few years, I feel participation in this program is warranted and appropriate.

RECOMMENDATION

Staff recommends the City Council adopt the attached resolution approving participation in the PERA Leave Certification / Budget Savings Leave Program for non-union, full-time employees who took furlough in 2011, and elect to have the city make the employer contribution with interest, provided the individual employee makes their contribution.

RESOLUTION NO. 12-__

**EXTRACT OF THE MINUTES OF MEETING OF THE CITY COUNCIL OF THE
CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA
HELD FEBRUARY 6, 2012**

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 6th day of February 2012, at 6:00 p.m.

The following members were present:

The following members were absent:

Councilmember _____ introduced the following resolution and moved its adoption:

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

WHEREAS, the City of Bayport is a Minnesota Statutory City; and

WHEREAS, the City asked its non-union full-time employees to take a volunteer budget savings leave (furlough) in 2011; and

WHEREAS, through the furlough process, the City was able save approximately \$9,297.45 in reduced labor costs; and

WHEREAS, the State of Minnesota passed a law which allows employees to maintain a fully whole salary for PERA eligibility purposes, provided both the employer and employee make a contribution with interest; and

THEREFORE BE IT RESOLVED, the City of Bayport shall pay the employer contribution plus interest for the lost furlough hours taken from January 1, 2011 to December 31, 2011.

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

Susan St. Ores –

Connie Carlson –

Michele Hanson –

Mark Ostertag –

Dan Goldston –

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 6th day of February 2012.

ATTEST:

Mitch Berg, City Administrator

Susan St. Ores, Mayor



CITY OF BAYPORT
294 NORTH THIRD STREET
BAYPORT, MINNESOTA 55003
PHONE 651-275-4404 FAX 651-275-4411
WWW.CI.BAYPORT.MN.US

DATE: January 23, 2011
TO: Mayor and City Council
FROM: Mitch Berg, City Administrator
RE: Consider adopting a workplace ethics and code of conduct policy for city employees

BACKGROUND

As part of the Administration and Public Works Department organizational reviews, it was recommended that the city develop a work ethics and code of conduct policy for city employees. To achieve this, the full-time city staff was asked to participate in a work session to develop a policy that would be both meaningful and relevant to the employees. From this session, the facilitator was able to prepare a draft policy, which was then re-circulated to employees for final review and comment.

Attached, please find the final work ethics and code of conduct policy for City Council consideration. Once adopted, city staff will amend the personnel policy in city code to reference this policy.

RECOMMENDATION

Staff recommends the City Council adopt a work ethics and code of conduct policy for city employees, as proposed.



CITY OF BAYPORT

294 NORTH 3RD STREET
BAYPORT, MN 55003

EMPLOYEE WORK ETHICS AND CODE OF CONDUCT POLICY

The employees of the City of Bayport strive to provide citizens the highest quality and best value of services possible with the resources available. The work environment that will help achieve the highest value possible is built with the elements of Honesty, Trust, Support, Integrity and Public Service. This policy represents the willingness and commitment of city employees to build a work environment where everyone can achieve their best and contribute to the mission of serving the citizens and promoting the public's trust.

Team

We recognize that we are a team and will demonstrate teamwork by recognizing others for a job well done. We will look first for the positive in all situations and lend a helping hand to others whenever they need it. We will be open minded to doing things in a different way.

Respect

We will demonstrate respect by welcoming the ideas of others, encouraging the use and development of skills, and being truthful in all communications. We will encourage everyone to try new and innovative ways of doing things with the understanding that some ideas will not work. When we speak to other city staff or members of the public, we will be mindful of others and not belittle or talk down to anyone.

Professionalism

We will demonstrate professionalism by speaking supportively of the City Council, city staff, and community members while on or off duty, inside or outside of the community. The City Council, city staff, and community members will be treated as they would want to be treated, respectfully and without manipulation.

Consistency

We will demonstrate consistency by doing what we say we will do and follow through on commitments. The City Council, city staff, and community members will all be treated in the same respectful manner without favoritism. Personnel issues that need attention will be handled immediately and even handedly.

Integrity

We will demonstrate integrity by taking responsibility for our mistakes. We will deal with issues by going through the chain of command, starting with the source of the problem, keeping in mind that we as individuals may be part of the problem. We will communicate honestly and thoughtfully with everyone.

Communication

We will use communication to reinforce our values and ensure the elements of a great work environment are maintained. We will provide or participate in frequent refreshers on topics through regular and special department meetings. Supervisors will establish an open door policy that encourages open communication and idea sharing. Each employee will withhold judgments until all facts are gathered and understood.

Accountability

We recognize that we will be expected to work by the principles established by city staff and adopted by the City Council. We will be accountable for our actions, accomplishments, and manner in which we conduct our work. If we fail to abide by our commitments, we will take action to correct our course and accept responsibility to our fellow team members.



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

Date: January 23, 2012
To: Mayor and City Council
CC: Laura Eastman, Police Chief
Mel Horak, Public Works Supervisor
From: Mitch Berg, City Administrator
Re: Consider replacing two existing yield signs at the intersection of 4th Avenue North and 6th Street North with stop signs

BACKGROUND

The Police Chief recently approached me about the possibility of replacing the existing yield signs at the intersection of 4th Avenue North and 6th Street North with stop signs, as a result of neighborhood complaints, two traffic accidents within the past few years, and that the intersection has several blind spots.



4th Ave. N. looking east toward 6th St. N.



4th Ave. N. looking west toward 6th St. N.

The City Engineer did a brief traffic analysis of the intersection and stated that replacing the two existing yield signs with stop signs will do little to correct driver behavior. However, he did acknowledge that it would give the Police Department better ability to address inattentive drivers at the intersection. The Public Works Supervisor will also be working with property owners to eliminate visibility issues caused by overgrown vegetation or landscaping, to help improve the overall safety of the intersection.

RECOMMENDATION

Staff recommends the City Council adopt a motion to replace the two existing yield signs at the intersection of 4th Avenue North and 6th Street North with stop signs.



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

DATE: January 31, 2012
TO: Mayor and City Council
FROM: Mitch Berg, City Administrator
RE: Consider action on city improvement projects discussed at the February 6, 2012
City Council workshop

Please refer to the workshop materials provided to you for the February 6, 2012 workshop meeting for this agenda item.



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

Date: January 31, 2012
To: Mayor and City Council
From: Mitchell Berg, City Administrator
RE: **City Administrator's Report**

OSHA COMPLIANCE INSPECTION

On January 24, 2012 the Minnesota Department of Labor completed an OSHA compliance inspection of the city's administration department, police department, and fire department. In addition to a visual inspection of City Hall and the Fire Department, OSHA also poured through our safety meeting records, building safety records, OSHA reports, Material Data Sheets, and employee safety and training records.

I am pleased to announce the inspector's report showed there were absolutely no concerns about the city's meeting, safety, or training records, and of the approximately 18 building safety concerns she found, none were serious or life threatening.

DEER COUNT

Last year, I mentioned Washington County was willing to assist the city in conducting a deer survey and deer management plan. Due to cutbacks, however, the county is requesting the city contribute a minimum of \$700.00 toward the survey. Given this cost, I have decided not to move forward with a survey.

POLICE DEPARTMENT UPDATE

Chief Eastman would like to invite the City Council to attend a community watch meeting on Tuesday, March 6, 2012, at 6:00 p.m. at Croixdale. The main topic is self defense training.

IMPORTANT DATES

February 6, 2012	4:45 p.m.	Special City Council workshop	City Hall
February 6, 2012	6:00 p.m.	Regular City Council meeting	City Hall

CITY OF BAYPORT

*Budget Control Summary

Current Period: DECEMBER 2011

Account Descr	2011 Cumulative Budget	2011 Cumulative Actuals	2011 Cumulative Variance	2011 %	2011 Adopted Budget	2 Forec
FUND 101 GENERAL						
Revenue Accounts						
DEPT 0000 GENERAL GOVERNMENT	\$1,570,874.00	\$1,910,894.58	-\$340,020.58	-21.65%	\$1,537,874.00	\$1,570,874
DEPT 41200 MAYOR & COUNCIL	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0
DEPT 41240 RECYCLING	\$4,284.00	\$9,315.00	-\$5,031.00	-117.44%	\$4,284.00	\$4,284
DEPT 41602 CURB & SIDEWALK PROJECT	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0
DEPT 41910 PLANNING & ZONING	\$73,750.00	\$126,762.07	-\$53,012.07	-71.88%	\$73,750.00	\$73,750
DEPT 41940 MUNICIPAL BUILDINGS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0
DEPT 42000 PUBLIC SAFE CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0
DEPT 42100 POLICE	\$76,075.00	\$99,150.91	-\$23,075.91	-30.33%	\$76,075.00	\$76,075
DEPT 42200 FIRE PROTECTION	\$299,582.00	\$315,384.68	-\$15,802.68	-5.27%	\$299,582.00	\$299,582
DEPT 43100 STREET MAINT	\$0.00	\$9,645.00	-\$9,645.00	0.00%	\$0.00	\$0
DEPT 43130 STREET - FLOOD PREPARATIO	\$0.00	\$15,958.98	-\$15,958.98	0.00%	\$0.00	\$0
DEPT 43200 PARKS	\$25,000.00	\$33,840.79	-\$8,840.79	-35.36%	\$25,000.00	\$25,000
DEPT 43300 CEMETERY	\$5,000.00	\$10,000.00	-\$5,000.00	-100.00%	\$5,000.00	\$5,000
DEPT 44100 PROJECT	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0
Total Revenue Accounts	\$2,054,565.00	\$2,530,952.01	-\$476,387.01	-23.19%	\$2,021,565.00	\$2,054,565
Expenditure Accounts						
DEPT 0000 GENERAL GOVERNMENT	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0
DEPT 41100 ELECTIONS	\$470.00	\$470.00	\$0.00	0.00%	\$470.00	\$470
DEPT 41200 MAYOR & COUNCIL	\$144,226.21	\$124,917.89	\$19,308.32	13.39%	\$143,926.21	\$144,226
DEPT 41240 RECYCLING	\$5,415.02	\$5,991.04	-\$576.02	-10.64%	\$5,415.02	\$5,415
DEPT 41400 ADMINISTRATION	\$137,497.18	\$135,793.34	\$1,703.84	1.24%	\$137,497.18	\$137,497
DEPT 41601 ALLEY PAVING PROJECT	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0
DEPT 41603 SO MN STREET UTILITY PROJE	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0
DEPT 41605 INFLOW/INFILTRATION	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0
DEPT 41607 2011 STREET PROJECT	\$0.00	\$94,319.33	-\$94,319.33	0.00%	\$0.00	\$0
DEPT 41903 DEBT SERVICE	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0
DEPT 41910 PLANNING & ZONING	\$207,073.39	\$212,412.37	-\$5,338.98	-2.58%	\$207,073.39	\$207,073
DEPT 41940 MUNICIPAL BUILDINGS	\$137,368.00	\$48,303.14	\$89,064.86	64.84%	\$137,368.00	\$137,368
DEPT 42100 POLICE	\$667,761.74	\$665,038.63	\$2,723.11	0.41%	\$667,761.70	\$667,761
DEPT 42200 FIRE PROTECTION	\$355,637.00	\$282,935.38	\$72,701.62	20.44%	\$355,637.00	\$355,637
DEPT 43100 STREET MAINT	\$255,720.77	\$155,769.33	\$99,951.44	39.09%	\$255,720.77	\$255,720
DEPT 43130 STREET - FLOOD PREPARATIO	\$0.00	\$13,691.79	-\$13,691.79	0.00%	\$0.00	\$0
DEPT 43160 STREET LIGHTING	\$22,021.00	\$26,474.19	-\$4,453.19	-20.22%	\$22,021.00	\$22,021
DEPT 43200 PARKS	\$63,847.70	\$46,115.02	\$17,732.68	27.77%	\$63,847.70	\$63,847
DEPT 43300 CEMETERY	\$7,527.00	\$3,138.16	\$4,388.84	58.31%	\$7,527.00	\$7,527
DEPT 44100 PROJECT	\$50,000.00	\$0.00	\$50,000.00	100.00%	\$50,000.00	\$50,000
Total Expenditure Accounts	\$2,054,565.01	\$1,815,369.61	-\$239,195.40	11.64%	\$2,054,264.97	\$2,054,565
Total FUND 101 GENERAL	-\$0.01	\$715,582.40	-\$715,582.41	7155824 100.00%	-\$32,699.97	-\$0