

**CITY OF BAYPORT
CITY COUNCIL MEETING
Council Chambers, 294 North 3rd Street
March 2, 2015**

REGULAR MEETING

6:00 P.M.

CALL TO ORDER

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

APPROVAL OF AGENDA

PROCLAMATIONS, COMMENDATIONS, PETITIONS, ANNOUNCEMENTS

1. February recycling award recipient is Terry Hayner who will receive \$30.00 for his recycling efforts, with funding made possible by a grant from Washington County.
2. "Bayport in Bloom" Front Entry Garden Contest and Workshop

OPEN FORUM

The open forum is a portion of the meeting to address the City Council on subjects that are not a part of the meeting agenda. The City Council may take action or reply at the time of the statement or may give direction to staff regarding investigation of the concerns expressed.

A total of 15 minutes is allotted for the public comment period (not 15 minutes per person)

- 1.
- 2.

CONSENT AGENDA

Consider a resolution adopting items 1 through 10

- | | <u>TAB #</u> |
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| 1. January 20, 2015 Joint City Council/Planning Commission workshop minutes | 1 |
| 2. February 2, 2015 City Council regular meeting minutes | 2 |
| 3. February payables and receipts (check numbers 005387-005509) | 3 |
| 4. February building, plumbing and mechanical permits report | 4 |
| 5. Special event application from the Bayport Community Action League for a Farmer's Market on the Village Green on Mondays, June 22-October 12, 2015 | 5 |
| 6. Special event application from Bob Johnson for Dane's Place Pig Roast Fundraising Event on the Village Green, Saturday, June 27, 2015 | 6 |
| 7. Application for temporary on-sale liquor license from Bethlehem Lutheran Church for June 27, 2015 on the Village Green | 7 |
| 8. Waiver of statutory tort liability limits for city insurance coverage | 8 |
| 9. Renewal of boat trailer parking agreement with Andersen Corporation for 2015 | 9 |
| 10. Approval of agreement with Springsted, Inc., for Municipal Advisor Services related to the Fire Hall bond sale project | 10 |

PUBLIC HEARINGS

1. Public Hearing to consider a five year capital improvement plan and the preliminary issuance of general obligation capital improvement bonds 11

CITY COUNCIL LIAISON REPORTS

STAFF/CITY ADMINISTRATOR REPORTS

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UNFINISHED BUSINESS

NEW BUSINESS

1. Consider appointment of Police Officer Jay Jackson to Sergeant for the Bayport Police Department 13
2. Consider a resolution declaring a commitment to review and revise the Bayport City Code of Ordinances to integrate MIDS standards 14
3. Consider appointment of Mary Ostertag to the Library Board 15
4. Consider authorization to solicit bids for the proposed new Fire Hall 16

CITY COUNCIL ITEMS AND ANNOUNCEMENTS

- 1.
- 2.

ADJOURNMENT

RESOLUTION NO. 15-

**EXTRACT OF THE CITY COUNCIL MEETING MINUTES OF THE CITY OF BAYPORT,
WASHINGTON COUNTY, MINNESOTA HELD MARCH 2, 2015**

Pursuant to due call and notice therefore, a regular meeting of the City Council of the City of Bayport, Minnesota was duly held at Bayport City Hall in said municipality on the 2nd day of March 2015 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 1-10 FROM THE
MARCH 2, 2015 CITY COUNCIL AGENDA**

1. January 20, 2015 Joint City Council/Planning Commission workshop minutes
2. February 2, 2015 City Council regular meeting minutes
3. February payables and receipts (check numbers 005387-005509)
4. February building, plumbing and mechanical permits report
5. Special event application from the Bayport Community Action League for a Farmer's Market on the Village Green on Mondays, June 22-October 12, 2015
6. Special event application from Bob Johnson for Dane's Place Pig Roast Fundraising Event on the Village Green, Saturday, June 27, 2015
7. Application for temporary on-sale liquor license from Bethlehem Lutheran Church for June 27, 2015 on the Village Green
8. Waiver of statutory tort liability limits for city insurance coverage
9. Renewal of boat trailer parking agreement with Andersen Corporation for 2015
10. Approval of agreement with Springsted Inc., for Municipal Advisor Services related to the Fire Hall bond sale project

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 –	Dan Goldston –
Connie Carlson –	Patrick McGann –
Michele Hanson –	

WHEREUPON, said Resolution was declared duly passed and adopted and signed by the Mayor and attested by the City Administrator. Passed by the City Council, City of Bayport, Washington County, Minnesota, this 2nd day of March 2015.

ATTEST:

Logan Martin, City Administrator

Susan St. Ores, Mayor

**CITY OF BAYPORT
CITY COUNCIL AND PLANNING COMMISSION
JOINT WORKSHOP MINUTES
COUNCIL CHAMBERS
January 20, 2015
6:00 P.M.**

CALL TO ORDER

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

ROLL CALL

City Council: Mayor St. Ores, Councilmembers Goldston, Carlson, Hanson, and McGann

Planning Commission: Commissioners Ritzer, Kelly, Abrahamson, and Richtman

Staff: City Administrator Logan Martin and Assistant City Administrator/Planner Sara Taylor

Other: Rick Packer, Mattamy Homes
Terry Forbord, Inspiration Holdings LLC
Eric Searles and Don Hoye, Inspiration Homeowner's Association

REVIEW OF PROPOSED CONCEPT PLAN FOR THE REMAINING SINGLE-FAMILY HOMES IN PHASE III-B OF THE INSPIRATION DEVELOPMENT

Assistant City Administrator/Planner Taylor provided an overview of the land use applications that have been approved by the city for Inspiration since 2004. Phase I includes 121 single-family lots, Phase II includes 75 multi-family/condominium units, and Phase III includes 132 single-family lots. It was noted that Phase I was nearly complete, Phase II has yet to be developed, and 16 lots are complete in Phase III (designated as Phase III-A). The concept plan recently submitted by Mattamy Homes includes a proposal to develop the remaining single-family lots in Phase III (designated as Phase III-B). Planner Taylor explained that the general development plan and preliminary plat proposed by Mattamy Homes has been slightly modified from the original plat approved by the city in 2004. For this reason, a concept plan has been submitted to the city for preliminary review and comment. It was noted that staff finds the concept to be in harmony with the city's comprehensive land use plan, zoning, and the planned unit development permit approved for Inspiration.

Owner/developer Terry Forbord and homeowner's association representatives provided insight regarding the resident outreach/involvement that took place over the past year and the neighborhood's overall opinion of the concept plan. They noted that a majority of the neighborhood was in support of architectural housing styles proposed by Mattamy and eliminating the alley lots originally planned for Phase III, which were previously areas of concern expressed by the community. Rick Packer highlighted the key similarities and differences between the original plat and the concept plan and noted the proposal includes development of 113 single-family lots. He also provided market research and several reasons why the plan includes elimination of the alley lots, which will enable a more uniform lot width of 65-75 feet throughout Phase III-B.

Discussion followed on specific components of the concept plan, as well as the importance of involving the neighborhood to participate in making important decisions that affect the development. Several Planning Commission and City Council members expressed preliminary support for the concept plan. Rick Packer stated he plans to submit a formal preliminary plat application to the city in the next few months.

ADJOURNMENT

It was moved by Councilmember Hanson and seconded by Commissioner Ritzer to adjourn the workshop at 7:32 p.m.

**CITY OF BAYPORT
CITY COUNCIL MEETING MINUTES
COUNCIL CHAMBERS
FEBRUARY 2, 2015
6:00 P.M.**

CALL TO ORDER

Pursuant to due call and notice, Mayor St. Ores called the regular City Council meeting of February 2, 2015 to order at 6:00 p.m., and asked Councilmembers, staff and the audience to join in pledging allegiance to the American Flag.

SWEARING IN OF CITY COUNCILMEMBER PATRICK MC GANN

Mayor St. Ores administered the Oath of Office to Councilmember McGann.

ROLL CALL

Members Present: Mayor Susan St. Ores, Councilmembers Connie Carlson, Dan Goldston (arrived at 6:05 p.m.), Michele Hanson and Patrick McGann

Members Absent: None

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

APPROVAL OF AGENDA

It was moved by Councilmember Carlson and seconded by Councilmember Hanson to approve the February 2, 2015 City Council agenda. Motion carried 4-0.

PROCLAMATIONS/COMMENDATIONS/PETITIONS/ANNOUNCEMENTS

1. The January recycling award recipients are Derek and Michelle Korpela who will receive \$30.00 for their recycling efforts, with funding made possible by a grant from Washington County.

OPEN FORUM

1. Blake Anderson, 795 2nd Avenue North, inquired about funding for the new railroad crossing at Central Avenue and Maine Street, and Administrator Martin stated it was a grant-funded project mandated by the Federal Railroad Association. Mr. Anderson also recommended pursuing a joint project with Xcel Energy to upgrade the city's aging infrastructure. Mayor St. Ores noted the city will be undertaking a study this year to assess the condition of city streets in order to prioritize and schedule repair/replacement projects, so residents and the city can plan and budget for future street repairs.

CONSENT AGENDA

Mayor St. Ores read items 1-14 on the consent agenda.

1. January 5, 2015 City Council workshop minutes
2. January 5, 2015 City Council regular meeting minutes
3. January payables and receipts (check numbers 5289-5386)
4. January building, plumbing and mechanical permits report
5. Special event application for BCAL Easter Egg Hunt at Barker's Alps Park on April 4, 2015
6. Special event application for BCAL Ice Cream Social at Lakeside Park on June 10, 2015

7. Special event application for BCAL Derby Days/Taste of Bayport at Perro Park and Lakeside Park on September 19, 2015
8. Special event application for BCAL Lighting of the Green at Village Green Park on December 2, 2015
9. Donation of two memorial benches for Barker's Alps Park from Mary Williams
10. Reappointment of elected and citizen representatives to the Central St. Croix Valley Cable Commission
11. Pay Equity Report for the State of Minnesota Department of Employee Relations for 2014
12. Optional 2:00 a.m. liquor license for Not Justa Café/Bar located at 193 3rd Street North
13. Donation of \$50.00 to the Fire Department and \$50.00 to the Police Department from Susan and Alex Mollrem
14. Minnesota Lawful Gambling Premises Permit Application submitted by Bayport American Legion for Not Justa Café/Bar located at 193 3rd Street North

Councilmember Hanson inquired about approval of the Pay Equity Report. Administrator Martin said it was a standard report to ensure the city is in line with pay equity across the organization.

Councilmember Hanson introduced the following resolution and moved its adoption:

Resolution 15-02

**RESOLUTION APPROVING CONSENT AGENDA ITEMS 1-14 FROM THE
FEBRUARY 2, 2015 CITY COUNCIL AGENDA**

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

Susan St. Ores – aye
Connie Carlson – aye

Dan Goldston – aye
Michele Hanson – aye

Patrick McGann – aye

PUBLIC HEARINGS - None

COUNCIL LIAISON REPORTS

Councilmember McGann said the City Council held a joint workshop with the Planning Commission on January 20, 2015 to learn about a proposal for the final single-family phase of the Inspiration development. City Planner Taylor will provide more detail later in the meeting.

Councilmember Carlson reviewed the February Library Board meeting, noting candidates for the open board position are being considered. There will be a family craft day open house on Saturday, February 14, and patrons are encouraged to stop in between 10:00 a.m.-3:00 p.m. The board will have a planning session on February 5 for the 25th anniversary celebration, and the next regular board meeting is scheduled for February 26, 6:00 p.m., at the library.

Councilmember Hanson reviewed the January 22, 2015 Cable Commission meeting. The commission's attorney explained how the Comcast-Time Warner proposed merger would affect the Cable Commission. If the federal government approves the merger, Comcast would need to drop multiple local contracts, including the one with the Central St. Croix Valley Joint Cable Commission. The new local cable manager would most likely be Greatland Communications. She also attended meetings of the Community Education Advisory Council, where the school superintendent discussed potential changes to the grade configuration, including having preschool classes at each elementary school and establishing a community activity center.

Mayor St. Ores reviewed the recent Middle St. Croix Watershed Management Organization (MSCWMO) meeting, noting the group's 10-year plan has been shared with the participating

communities for review, with final MSCWMO approval anticipated for later this year. The next meeting is scheduled for Thursday, February 12, 2015.

STAFF/CITY ADMINISTRATOR REPORTS

Fire Chief Swenson said there is a state and federal push to improve railroad safety and his department is regularly updated on railroad cars passing through the area. Mayor St. Ores added that in addition to the option of calling 911, there is a toll free telephone number posted at every railroad crossing in the city that people can call to report emergency situations or undue train blocking delays. Chief Swenson recognized the efforts of the team that worked to gain approval for the fire services agreements with the three partner communities. The department has begun utilizing Washington County Sentence to Serve crews to assist with cleaning the Fire Hall and vehicles, and Chief Swenson said it has been a very positive experience. For the Fire Department safety message of the month, he stressed the importance of slowing down and pulling over when emergency vehicles have their lights activated and remembering to “move right for sirens and lights.” Chief Swenson reviewed the department’s 2014 year-end report, noting they responded to 1,214 total calls, which is the highest in the department’s history, and makes them one of the busiest all-volunteer departments in the state. Calls by community, time of day and call type were reviewed, including 59 calls during school time, which reinforces the safety factor of moving the Fire Hall away from Andersen Elementary.

Mel Horak, Public Works Supervisor, reviewed his written report and noted winter is a good time for tree trimming when trees are dormant.

Assistant City Administrator/Planner Taylor reported Mattamy Homes recently presented a concept plan to the City Council and Planning Commission for the remaining single-family homes in Phase III-B of the Inspiration development. They are in the process of submitting a preliminary plat application expected to be heard by the Planning Commission on March 16. The Washington County Master Gardeners will be working with the city to hold the second “Bayport in Bloom” front entry garden contest and is planning a gardening tips and techniques workshop in mid April to generate interest in the contest. She reminded residents that pet licenses are due for 2015, with forms on the city’s website and at City Hall.

Administrator Martin said staff continues to work with the Minnesota Pollution Control Agency and Minnesota Department of Health on plans to upgrade the city’s water treatment system in relation to the trichlorethylene (TCE) issue. Staff also continues to work with business owners in the downtown corridor for possible redevelopment of the former vacuum repair store and adjacent parking lot. If approved, a summer project is planned to enhance the area. He reported the Fire Hall project architects are preparing documents for an early March bid release date, with bids opened in early April. The final plan will be presented to the City Council in March.

UNFINISHED BUSINESS

Consider Fire Protection Services Agreement for communities served by the Bayport Fire Department: Administrator Martin reported that as of January 13 all three partner communities have approved a 15-year Fire Protection Services Agreement with the Bayport Fire Department for construction of a new Fire Hall. The components of the contract were reviewed and remain unchanged since the January meeting, with the exception of how annexation would affect the 62% cap on a single community’s portion of the Variable Fair Share Formula. Language was added to state that growth in the fair share percentage caused by annexation would not be bound by the Maximum Variable Fair Share Cap. Councilmember Hanson requested rewording of the example provided in the Maximum Variable Fair Share Cap section, to clearly define each party’s responsibility.

It was moved by Councilmember Carlson and seconded by Councilmember McGann to approve the Fire Protection Services with the City of Oak Park Heights and Townships of Baytown and West Lakeland, Minnesota, as presented, and authorize the Mayor and City Administrator to execute the document. Motion carried 5-0.

Mayor St. Ores thanked everyone involved with the contract negotiations for their hard work over the last few months to bring the agreement to fruition.

NEW BUSINESS

Consider a resolution to hold a public hearing at the March 2, 2015 City Council meeting for a bond sale to finance the proposed new Bayport Fire Hall: Administrator Martin explained that since the \$2.3 million in cost-share contributions to finance a portion of the new Fire Hall will be received annually over the 15-year term of the Fire Protection Services Agreement, the city will be selling General Obligation Capital Improvement Bonds to cover construction costs in the short term. The bonds, which serve as a loan to the city, would have a 15-year payback term, consistent with the 15-year service agreement. There are several mandated steps to complete for the bond process, the first of which is calling for a public hearing on the sale of the bonds and the establishment of a separate five-year Capital Improvement Plan for this project. The public hearing would be held at the March 2 City Council meeting, followed by a 30-day public comment period. A full discussion of the bond process would occur at the May 4 City Council meeting, at which time the bond sale date would be set. Construction bids are anticipated on April 7, so no official bond sale activity would occur until after the bids are received. This gives the city the option of delaying the project and the subsequent bond sale if the bid results are unfavorable. Final approval for sale of the bonds would occur at the June 1 City Council meeting. Councilmember Hanson inquired about other finance options. Administrator Martin said the other option would be using the city's cash reserves, but the bond financing option is most directly applicable to a capital building project and is seen as the most prudent plan. The interest rate would be determined by Moody's, a bond rating agency, after they review the city's financial standing. It is anticipated the city would receive a favorable rating, which determines the interest rate. Attorney Pratt added that the bonds are backed by the full faith of the city and the annual payment would be funded by the contract payments from our partner communities.

Councilmember Hanson introduced the following resolution and moved its adoption:

Resolution 15-03

A RESOLUTION CALLING FOR A PUBLIC HEARING ON THE PROPOSED ADOPTION OF A FIVE YEAR CAPITAL IMPROVEMENT PLAN AND THE PRELIMINARY ISSUANCE OF GENERAL OBLIGATION CAPITAL IMPROVEMENT BONDS THEREUNDER

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
Connie Carlson – aye

Dan Goldston – aye
Michele Hanson – aye

Patrick McGann – aye

CITY COUNCIL ITEMS AND ANNOUNCEMENTS

1. Councilmember Hanson thanked Mary Williams for the donation of two park benches at Barker's Alps Park and Susan and Alex Molldrem for their donations to the Fire and Police Departments.
2. Mayor St. Ores reminded residents of the BCAL Valentine Party at the American Legion on February 14, beginning at 6:00 p.m., and the children's craft project at the library on Valentine's Day from 10:00 a.m.-3:00 p.m.

3. Mayor St. Ores recognized the efforts of the Andersen Elementary Parent's Group for hosting the recent pancake breakfast at the American Legion.
4. Mayor St. Ores encouraged everyone to enjoy Bayport's local restaurants, noting there are two new establishments, L'Etoile du Nord and Not Justa Bar.
5. Councilmember Hanson noted that Chief Eastman will be hosting a Community Watch meeting at Croixdale on Wednesday, February 25, 2015 at 6:00 p.m. A review of the prison's 100 year anniversary will be highlighted.

ADJOURNMENT

It was moved by Councilmember Carlson and seconded by Councilmember Hanson to adjourn the meeting at 7:08 p.m. Motion carried 5-0.

City Administrator/Clerk

CITY OF BAYPORT
***Budget Control Summary**

Current Period: FEBRUARY 2015

Account Descr	2015 Cumulative Budget	2015 Cumulative Actuals	2015 Cumulative Variance	2015 % Variance	/
FUND 101 GENERAL					
Revenue Accounts					
DEPT 0000 GENERAL GOVERNMENT	\$1,860,364.00	\$215,447.34	\$1,644,916.66	88.42%	
DEPT 41200 MAYOR & COUNCIL	\$0.00	\$0.00	\$0.00	0.00%	
DEPT 41240 RECYCLING	\$6,000.00	\$2,200.00	\$3,800.00	63.33%	
DEPT 41600 CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00	0.00%	
DEPT 41602 CURB & SIDEWALK PROJECT	\$0.00	\$0.00	\$0.00	0.00%	
DEPT 41910 PLANNING & ZONING	\$108,000.00	\$13,597.71	\$94,402.29	87.41%	
DEPT 41940 MUNICIPAL BUILDINGS	\$0.00	\$0.00	\$0.00	0.00%	
DEPT 42000 PUBLIC SAFE CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	0.00%	
DEPT 42100 POLICE	\$93,400.00	\$9,033.75	\$84,366.25	90.33%	
DEPT 42200 FIRE PROTECTION	\$426,631.00	\$29,843.97	\$396,787.03	93.00%	
DEPT 42201 FIRE STATION	\$0.00	\$0.00	\$0.00	0.00%	
DEPT 43100 STREET MAINT	\$7,000.00	\$0.00	\$7,000.00	100.00%	
DEPT 43130 STREET - FLOOD PREPARATIO	\$0.00	\$0.00	\$0.00	0.00%	
DEPT 43200 PARKS	\$30,150.00	-\$2,997.26	\$33,147.26	109.94%	
DEPT 43201 PERRO PARK PROJECT/PLAN	\$0.00	\$10,000.00	-\$10,000.00	0.00%	
DEPT 43300 CEMETERY	\$12,000.00	\$1,200.00	\$10,800.00	90.00%	
DEPT 44100 PROJECT	\$0.00	\$0.00	\$0.00	0.00%	
Total Revenue Accounts	\$2,543,545.00	\$278,325.51	\$2,265,219.49	89.06%	
Expenditure Accounts					
DEPT 41100 ELECTIONS	\$1,000.00	\$300.00	\$700.00	70.00%	
DEPT 41200 MAYOR & COUNCIL	\$194,540.00	\$17,339.95	\$177,200.05	91.09%	
DEPT 41240 RECYCLING	\$7,115.00	\$470.80	\$6,644.20	93.38%	
DEPT 41400 ADMINISTRATION	\$155,337.00	\$18,039.86	\$137,297.14	88.39%	
DEPT 41910 PLANNING & ZONING	\$240,697.00	\$28,003.29	\$212,693.71	88.37%	
DEPT 41940 MUNICIPAL BUILDINGS	\$49,050.00	\$8,589.34	\$40,460.66	82.49%	
DEPT 42100 POLICE	\$788,668.00	\$89,435.68	\$699,232.32	88.66%	
DEPT 42200 FIRE PROTECTION	\$491,432.00	\$34,841.23	\$456,590.77	92.91%	
DEPT 42201 FIRE STATION	\$0.00	\$72,863.54	-\$72,863.54	0.00%	
DEPT 43100 STREET MAINT	\$308,003.00	\$24,227.62	\$283,775.38	92.13%	
DEPT 43130 STREET - FLOOD PREPARATIO	\$0.00	\$0.00	\$0.00	0.00%	
DEPT 43135 56TH ST & PICKETT AVE TRAIL	\$0.00	\$0.00	\$0.00	0.00%	
DEPT 43140 HAYNER/2ND ST. S UTILITY PR	\$0.00	\$310.00	-\$310.00	0.00%	
DEPT 43160 STREET LIGHTING	\$31,750.00	\$4,381.46	\$27,368.54	86.20%	
DEPT 43200 PARKS	\$64,928.00	\$3,181.78	\$61,746.22	95.10%	
DEPT 43300 CEMETERY	\$7,475.00	\$500.00	\$6,975.00	93.31%	
DEPT 44100 PROJECT	\$50,000.00	\$0.00	\$50,000.00	100.00%	
Total Expenditure Accounts	\$2,389,995.00	\$302,484.55	\$2,087,510.45	87.34%	

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CITY OF BAYPORT

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***Fund Summary -
Budget to Actual©**

FEBRUARY 2015

	2015 YTD Budget	FEBRUARY MTD Amount	2015 YTD Amount	2015 YTD Balance	2015 % YTD Budget
FUND 101 GENERAL					
Revenue	\$2,543,545.00	\$11,067.48	\$278,325.51	\$2,265,219.49	10.94%
Expenditure	\$2,389,995.00	\$193,360.01	\$302,484.55	\$2,087,510.45	12.66%
		<u>-\$182,292.53</u>	<u>-\$24,159.04</u>		
FUND 102 STREET RECONSTRUCTION					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
FUND 103 G O TIF BD FUND 1990 CAP PROJ					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
FUND 106 TIF ECON DEV DIST 2					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
FUND 107 TIF REDEVELOPMENT DISTRICT 2-1					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
FUND 200 FIRE EQUIPMENT REPLACEMENT FUN					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
FUND 201 D.A.R.E.					
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
FUND 202 DRUG FORFEITURE					
Revenue	\$0.00	\$0.00	\$475.00	-\$475.00	0.00%
Expenditure	\$0.00	\$782.50	\$1,597.07	-\$1,597.07	0.00%
		<u>-\$782.50</u>	<u>-\$1,122.07</u>		
FUND 203 PUBLIC WORKS EQUIPMENT REPL					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
FUND 204 RECREATION CAP EQUIP & MAINT					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
FUND 205 TAX STABILIZATION FUND					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

CITY OF BAYPORT

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***Fund Summary -
Budget to Actual©**

FEBRUARY 2015

	2015 YTD Budget	FEBRUARY MTD Amount	2015 YTD Amount	2015 YTD Balance	2015 % 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	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 207 PARK IMPROVEMENT FUND					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$36.96	-\$36.96	0.00%
		\$0.00	-\$36.96		
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	\$295,300.00	\$805.37	\$2,150.30	\$293,149.70	0.73%
Expenditure	\$295,300.00	\$21,566.19	\$34,946.67	\$260,353.33	11.83%
		-\$20,760.82	-\$32,796.37		
FUND 303 GO TIF BOND 1990 DEBT SERVICE					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 311 GO IMPROV BONDS OF 1992 DEBT S					
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 412 CEMETERY CAPITAL IMPROV					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 413 POLICE EQUIPMENT FUND					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

CITY OF BAYPORT

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*Fund Summary -
Budget to Actual©

FEBRUARY 2015

	2015 YTD Budget	FEBRUARY MTD Amount	2015 YTD Amount	2015 YTD Balance	2015 % 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%
		\$0.00	\$0.00		
FUND 601 WATER					
Revenue	\$348,950.00	\$579.55	\$899.51	\$348,050.49	0.26%
Expenditure	\$504,548.00	\$29,677.19	\$92,937.06	\$411,610.94	18.42%
		-\$29,097.64	-\$92,037.55		
FUND 602 SEWER					
Revenue	\$633,500.00	\$0.00	\$0.00	\$633,500.00	0.00%
Expenditure	\$308,687.00	\$49,323.10	\$122,064.97	\$186,622.03	39.54%
		-\$49,323.10	-\$122,064.97		
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	\$300.00	\$300.00	-\$300.00	0.00%
Expenditure	\$0.00	\$1,879.05	\$2,278.79	-\$2,278.79	0.00%
		-\$1,579.05	-\$1,978.79		
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		
Report Total		-\$283,835.64	-\$274,195.75		

CITY OF BAYPORT
REVENUE SUMMARY YTD THRU 02/28/2015

FUND	FUND Descr	2015 Budget	2015 YTD Amt	2015 % of Budget	2015 % of Budget Remain
FUND 101	GENERAL	\$2,543,545.00	\$278,325.51	10.94%	89.06%
FUND 102	STREET RECONSTRUCTION	\$0.00	\$0.00	0.00%	0.00%
FUND 103	G O TIF BD FUND 1990 CAP PRO	\$0.00	\$0.00	0.00%	0.00%
FUND 106	TIF ECON DEV DIST 2	\$0.00	\$0.00	0.00%	0.00%
FUND 107	TIF REDEVELOPMENT DISTRICT	\$0.00	\$0.00	0.00%	0.00%
FUND 200	FIRE EQUIPMENT REPLACEMENT	\$0.00	\$0.00	0.00%	0.00%
FUND 202	DRUG FORFEITURE	\$0.00	\$475.00	0.00%	0.00%
FUND 203	PUBLIC WORKS EQUIPMENT REP	\$0.00	\$0.00	0.00%	0.00%
FUND 204	RECREATION CAP EQUIP & MAIN	\$0.00	\$0.00	0.00%	0.00%
FUND 205	TAX STABILIZATION FUND	\$0.00	\$0.00	0.00%	0.00%
FUND 206	WATER/SEWER IMPROVEMENT F	\$0.00	\$0.00	0.00%	0.00%
FUND 207	PARK IMPROVEMENT FUND	\$0.00	\$0.00	0.00%	0.00%
FUND 208	PRISON SEWER PROJECT	\$0.00	\$0.00	0.00%	0.00%
FUND 209	DEVELOPER REIMBURSED PROJE	\$0.00	\$0.00	0.00%	0.00%
FUND 210	K-9 UNIT	\$0.00	\$0.00	0.00%	0.00%
FUND 211	LIBRARY	\$295,300.00	\$2,150.30	0.73%	99.27%
FUND 303	GO TIF BOND 1990 DEBT SERVIC	\$0.00	\$0.00	0.00%	0.00%
FUND 412	CEMETERY CAPITAL IMPROV	\$0.00	\$0.00	0.00%	0.00%
FUND 413	POLICE EQUIPMENT FUND	\$0.00	\$0.00	0.00%	0.00%
FUND 414	OFFICE AUTOMATION	\$0.00	\$0.00	0.00%	0.00%
FUND 415	MUNICIPAL BLDGS MAINT	\$0.00	\$0.00	0.00%	0.00%
FUND 416	PERRO CREEK OUTLET	\$0.00	\$0.00	0.00%	0.00%
FUND 601	WATER	\$348,950.00	\$899.51	0.26%	99.74%
FUND 602	SEWER	\$633,500.00	\$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	\$300.00	0.00%	0.00%
FUND 851	NON EXP TRUST	\$0.00	\$0.00	0.00%	0.00%
		\$3,821,295.00	\$282,150.32	7.38%	92.62%

CITY OF BAYPORT
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FUN	Tran Date	Amount	Refer	Comments	Account Descr
FUND 101 GENERAL					
101	02/17/15	\$50.00	4807	LIQUOR - TEMP (PER DAY) Robert Johnso	R 101-00000-32100 BUSINES
101	02/09/15	\$100.00	4795	GAMBLING PROCEEDS American Legion P	R 101-00000-32204 GAMBLIN
101	02/23/15	\$100.00	4826	GAMBLING PROCEEDS Stillwater Elks #80	R 101-00000-32204 GAMBLIN
101	02/02/15	\$2.00	4770	NOTARY-NOT CITY BUSINESS CASH - Zeu	R 101-00000-34105 USER FEE
101	02/24/15	\$100,000.00	4836	INVESTMENT REFUND & REIMBURSEMEN	G 101-11101 INVESTMENTS
101	02/02/15	\$5.00	4777	PLUMBING SURCHARGE - COMMERCIAL D	G 101-20104 STATE SURCHA
101	02/02/15	\$5.00	4778	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	02/02/15	\$5.00	4779	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	02/12/15	\$5.00	4781	PLUMBING SURCHARGE - RESIDENTIAL C	G 101-20104 STATE SURCHA
101	02/02/15	\$5.00	4782	MECHANICAL SURCHARGE - COMMERCIA	G 101-20104 STATE SURCHA
101	02/04/15	\$1.48	4789	BUILDING SURCHARGE WS&D Permit Serv	G 101-20104 STATE SURCHA
101	02/17/15	\$5.00	4810	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	02/24/15	\$1.00	4832	BUILDING SURCHARGE WS&D Permit Serv	G 101-20104 STATE SURCHA
101	02/25/15	\$5.00	4833	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	02/12/15	\$14.75	24	State Sales Tax	G 101-20603 SALES TAX PAY
101	02/25/15	\$5.61	24	State Sales Tax	G 101-20603 SALES TAX PAY
101	02/04/15	\$87.50	4765	HEALTH PARTNERS CK # 93141469	G 101-27109 HEALTH PARTN
101	02/11/15	\$87.50	4791	HEALTH PARTNERS CK # 0095368467	G 101-27109 HEALTH PARTN
101	02/04/15	\$75.00	4765	HEALTH SAVING ACCT. CK # 93141469	G 101-27122 H S A
101	02/11/15	\$75.00	4791	HEALTH SAVING ACCT. CK # 0095368467	G 101-27122 H S A
101	02/24/15	\$435.00	4835	REFUND FROM WMO (ANDY PRATT)	E 101-41200-300 PROF SER-L
101	02/02/15	\$200.00	4769	REFUSE HAUL LICENSE Waste Mgt. #119	R 101-41240-32100 BUSINES
101	02/02/15	\$50.00	4775	CONTRACTOR LICENSE - SPECIALTY Air	R 101-41910-32100 BUSINES
101	02/02/15	\$50.00	4776	CONTRACTOR LICENSE - SPECIALTY Coun	R 101-41910-32100 BUSINES
101	02/02/15	\$50.00	4778	CONTRACTOR LICENSE - SPECIALTY Reib	R 101-41910-32100 BUSINES
101	02/19/15	\$50.00	4821	CONTRACTOR LICENSE - SPECIALTY MAS	R 101-41910-32100 BUSINES
101	02/23/15	\$50.00	4827	CONTRACTOR LICENSE - SPECIALTY TelC	R 101-41910-32100 BUSINES
101	02/25/15	\$50.00	4833	CONTRACTOR LICENSE - SPECIALTY Apoll	R 101-41910-32100 BUSINES
101	02/02/15	\$125.00	4783	SIGN PERMIT - TEMPORARY Not Justa Caf	R 101-41910-32200 NONBUSI
101	02/02/15	\$186.00	4785	SIGN PERMIT - PERMANENT Not Justa Caf	R 101-41910-32200 NONBUSI
101	02/12/15	\$15.00	4803	SPECIAL EVENT APP - NONPROFIT/PUBLI	R 101-41910-32200 NONBUSI
101	02/17/15	\$15.00	4807	SPECIAL EVENT APP - NONPROFIT/PUBLI	R 101-41910-32200 NONBUSI
101	02/23/15	\$25.00	4828	DUMPSTER/BULK CONTAINER CASH - Ho	R 101-41910-32200 NONBUSI
101	02/04/15	\$88.50	4789	BUILDING PERMIT WS&D Permit Service	R 101-41910-32210 BUILDIN
101	02/18/15	\$5,650.00	4812	BUILDING PERMIT CK # 3071	R 101-41910-32210 BUILDIN
101	02/24/15	\$73.75	4832	BUILDING PERMIT WS&D Permit Service \$	R 101-41910-32210 BUILDIN
101	02/02/15	\$75.00	4777	PLUMBING PERMIT - COMMERCIAL Dad's	R 101-41910-32220 PLUMBIN
101	02/12/15	\$75.00	4781	PLUMBING PERMIT - RESIDENTIAL Cham	R 101-41910-32220 PLUMBIN
101	02/02/15	\$75.00	4778	MECHANICAL PERMIT - RESIDENTIAL Rei	R 101-41910-32230 MECHANI
101	02/02/15	\$75.00	4779	MECHANICAL PERMIT - RESIDENTIAL Ha	R 101-41910-32230 MECHANI
101	02/02/15	\$75.00	4782	MECHANICAL PERMIT - COMMERCIAL Sch	R 101-41910-32230 MECHANI
101	02/17/15	\$75.00	4810	MECHANICAL PERMIT - RESIDENTIAL Sch	R 101-41910-32230 MECHANI
101	02/25/15	\$75.00	4833	MECHANICAL PERMIT - RESIDENTIAL Apo	R 101-41910-32230 MECHANI
101	02/02/15	\$500.00	4768	VACANT BUILDING REGISTRATION Five B	R 101-41910-34100 P & Z PE
101	02/11/15	\$300.00	4798	VARIANCE ESCROW Kyle Carlson #3041	R 101-41910-34100 P & Z PE
101	02/11/15	\$250.00	4798	VARIANCE APP Kyle Carlson #3040	R 101-41910-34100 P & Z PE
101	02/24/15	\$1,199.32	4837	BUILDING INSPECTIONS (LAKELAND) CK	R 101-41910-34103 LAKELAN
101	02/24/15	\$431.50	16824	VEST REIMBURSEM/Z LUND	E 101-42100-202 UNIFORMS
101	02/02/15	\$10.00	4766	PET LICENSE - SPAY/NEUT CASH - Milo H	R 101-42100-32240 ANIMAL F
101	02/02/15	\$10.00	4767	PET LICENSE - SPAY/NEUT Scheel #2123	R 101-42100-32240 ANIMAL F
101	02/02/15	\$10.00	4771	PET LICENSE - SPAY/NEUT Lampi #20705	R 101-42100-32240 ANIMAL F
101	02/02/15	\$10.00	4771	PET LICENSE - SPAY/NEUT Rowland #267	R 101-42100-32240 ANIMAL F

CITY OF BAYPORT
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101	02/02/15	\$10.00	4771	PET LICENSE - SPAY/NEUT Flores #1290	R 101-42100-32240 ANIMAL F
101	02/02/15	\$10.00	4771	PET LICENSE - SPAY/NEUT Moody/Floeder	R 101-42100-32240 ANIMAL F
101	02/02/15	\$10.00	4771	PET LICENSE - SPAY/NEUT Obler #3538	R 101-42100-32240 ANIMAL F
101	02/02/15	\$25.00	4774	SM BIRD/FOWL LICENSE Lastine/Richtma	R 101-42100-32240 ANIMAL F
101	02/03/15	\$10.00	4787	PET LICENSE - SPAY/NEUT CASH - Beck	R 101-42100-32240 ANIMAL F
101	02/04/15	\$10.00	4790	PET LICENSE - SPAY/NEUT CASH - Grand	R 101-42100-32240 ANIMAL F
101	02/11/15	\$10.00	4797	PET LICENSE - SPAY/NEUT CASH - GOLDS	R 101-42100-32240 ANIMAL F
101	02/18/15	\$10.00	4815	PET LICENSE - SPAY/NEUT St. Ores #968	R 101-42100-32240 ANIMAL F
101	02/18/15	\$10.00	4815	PET LICENSE - SPAY/NEUT	R 101-42100-32240 ANIMAL F
101	02/18/15	\$10.00	4816	PET LICENSE - SPAY/NEUT CASH - Eric Jo	R 101-42100-32240 ANIMAL F
101	02/19/15	\$20.00	4823	PET LICENSE - SPAY/NEUT CASH - Steve	R 101-42100-32240 ANIMAL F
101	02/23/15	\$10.00	4825	PET LICENSE - SPAY/NEUT CASH - VOLZ	R 101-42100-32240 ANIMAL F
101	02/18/15	\$3.73	4813	POLICE REPORTS LexisNexis #511758551	R 101-42100-34201 POLICE A
101	02/24/15	\$3,751.43	16825	JAN 2015 TRAIL COURT	R 101-42100-35101 COURT FI
101	02/17/15	\$945.01	4802	POLICE GRANT - SAFE & SOBER CK # 405	R 101-42100-36233 GRANTS
101	02/12/15	\$50.00	4801	FIRE - OPERATING SUPPLIES REFUND &	E 101-42200-220 OPERATING
101	02/11/15	\$245.97	4800	STOP LIGHTS REIMBURSEMENT (BAYTOW	E 101-43160-380 ELECTRIC S
101	02/02/15	\$100.00	4772	PARK FIELD-COURT RENTAL FEE St. Croix	R 101-43200-34780 PARK FEE
101	02/02/15	\$100.00	4772	PARK FIELD-COURT RENTAL FEE St. Croix	R 101-43200-34780 PARK FEE
101	02/05/15	\$5.00	4793	PARK FIELD-COURT RENTAL FEE Croixdal	R 101-43200-34780 PARK FEE
101	02/13/15	\$25.00	4804	PICNIC SHELTER - RESIDENT (EACH-UP T	R 101-43200-34780 PARK FEE
101	02/19/15	\$25.00	4819	PICNIC SHELTER - RESIDENT (EACH-UP T	R 101-43200-34780 PARK FEE
101	02/24/15	\$25.00	4831	PICNIC SHELTER - RESIDENT (EACH-UP T	R 101-43200-34780 PARK FEE
FUND 101 GENER		\$116,415.05			
FUND 206 WATER/SEWER IMPROVEMENT FUND					
206	02/04/15	\$46.22	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	02/24/15	\$7.68	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	02/04/15	\$28.57	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	02/04/15	-\$2.66	0	UB Receipt Serv Pen 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	02/12/15	\$10.90	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	02/04/15	\$245.70	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	02/04/15	\$322.67	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	02/24/15	\$59.35	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	02/24/15	\$40.95	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	02/24/15	\$4.83	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	02/05/15	\$8.40	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	02/24/15	\$4.50	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	02/12/15	\$84.18	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	02/12/15	\$15.67	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	02/24/15	\$7.20	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	02/04/15	\$12.00	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	02/04/15	\$11.64	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	02/12/15	\$125.52	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	02/05/15	\$4.50	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	02/12/15	\$5.79	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	02/12/15	\$6.46	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	02/05/15	\$4.20	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
FUND 206 WATE		\$1,054.27			
FUND 211 LIBRARY					
211	02/24/15	\$50.00	4838	LIBRARY SERVICE CHARGE CASH	R 211-45500-34760 LIBRARY
211	02/24/15	\$60.00	4839	LIBRARY SERVICE CHARGE CK # 5700	R 211-45500-34760 LIBRARY
211	02/24/15	\$16.00	4839	LIBRARY SERVICE CHARGE CK # 2661	R 211-45500-34760 LIBRARY

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FUN	Tran Date	Amount	Refer	Comments	Account Descr
211	02/24/15	\$2.50	4839	LIBRARY SERVICE CHARGE CK # 9393	R 211-45500-34760 LIBRARY
211	02/24/15	\$15.94	4839	LIBRARY SERVICE CHARGE CK # 3031	R 211-45500-34760 LIBRARY
211	02/24/15	\$12.95	4839	LIBRARY SERVICE CHARGE CK # 5144	R 211-45500-34760 LIBRARY
211	02/24/15	\$11.98	4839	LIBRARY SERVICE CHARGE CK # 3728	R 211-45500-34760 LIBRARY
211	02/24/15	\$480.00	4834	LIBRARY RENT CK # 307357	R 211-45500-36220 RENTAL I
211	02/24/15	\$100.00	4834	LIBRARY DONATIONS CK # 107079135	R 211-45500-36230 DONATIO
211	02/24/15	\$56.00	4834	LIBRARY REFUNDS & REIMB. PROF FEES	R 211-45500-36240 REFUNDS
FUND 211 LIBRA		\$805.37			
FUND 601 WATER					
601	02/05/15	\$162.74	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	02/04/15	\$851.79	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	02/04/15	\$3,986.35	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	02/04/15	\$187.37	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	02/05/15	\$5.25	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	02/05/15	\$122.67	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	02/12/15	\$7.50	0	UB Receipt Serv Pen 5 COMM WATER	G 601-14601 WATER BILLING
601	02/04/15	\$8.18	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	02/05/15	\$9.36	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	02/04/15	\$5.00	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	02/04/15	\$0.13	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	02/04/15	\$150.56	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	02/04/15	\$25.11	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	02/12/15	\$73.87	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	02/24/15	\$736.99	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	02/12/15	\$69.74	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	02/12/15	\$3.92	0	UB Receipt Serv 8 SAFE WTR FE	G 601-14601 WATER BILLING
601	02/12/15	\$1,580.91	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	02/12/15	\$4.97	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	02/24/15	\$2.50	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	02/24/15	\$54.88	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	02/12/15	\$202.53	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	02/24/15	\$5.00	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	02/24/15	\$85.28	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	02/24/15	\$37.24	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	02/05/15	\$317.60	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	02/24/15	\$120.04	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	02/04/15	\$56.69	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	02/04/15	\$0.82	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	02/12/15	\$84.40	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
FUND 601 WATE		\$8,959.39			
FUND 602 SEWER					
602	02/24/15	\$2.50	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	02/24/15	\$54.55	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	02/04/15	\$46,381.30	0	UB Receipt Serv 17 PLANT	G 602-14602 SEWER BILLING
602	02/04/15	\$2,736.60	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	02/24/15	\$457.16	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	02/24/15	\$25.29	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	02/04/15	\$22.69	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	02/04/15	\$312.30	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	02/04/15	\$167.51	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	02/24/15	\$5.00	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	02/24/15	\$84.80	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING

**CITY OF BAYPORT
MONTHLY RECEIPTS**

Period Name: FEBRUARY

FUN	Tran Date	Amount	Refer	Comments	Account Descr
602	02/04/15	\$5.00	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	02/24/15	\$19,795.86	0	UB Receipt Serv 19 PRISON SEWER	G 602-14602 SEWER BILLING
602	02/12/15	\$124.36	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	02/12/15	\$4.97	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	02/05/15	\$50.50	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	02/05/15	\$2.50	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	02/12/15	\$7.50	0	UB Receipt Serv Pen 25 COMM SEWER	G 602-14602 SEWER BILLING
602	02/12/15	\$75.40	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	02/12/15	\$591.50	0	UB Receipt Serv 11 NSP SEWER	G 602-14602 SEWER BILLING
602	02/12/15	\$58.87	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	02/12/15	\$921.83	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	02/04/15	\$133.40	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
FUND 602 SEWER		<u>\$72,021.39</u>			
FUND 803 P & Z ESCROWS					
803	02/18/15	\$300.00	4812	MATTAMY MN PARTNERSHIP ESCROW CK	R 803-80055-34100 P & Z PE
FUND 803 P & Z E		<u>\$300.00</u>			
		<u>\$199,555.47</u>			

CITY OF BAYPORT
EXPENSE SUMMARY YTD THRU 02/28/2015

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DEPT	DEPT Descr	2015 Budget	2015 YTD Amt	Balance	2015 % of Budget Remain
FUND 101 GENERAL					
41100	ELECTIONS	\$1,000.00	\$300.00	\$700.00	70.00%
41200	MAYOR & COUNCIL	\$194,540.00	\$17,339.95	\$177,200.05	91.09%
41240	RECYCLING	\$7,115.00	\$470.80	\$6,644.20	93.38%
41400	ADMINISTRATION	\$155,337.00	\$18,039.86	\$137,297.14	88.39%
41910	PLANNING & ZONING	\$240,697.00	\$28,003.29	\$212,693.71	88.37%
41940	MUNICIPAL BUILDINGS	\$49,050.00	\$8,589.34	\$40,460.66	82.49%
42100	POLICE	\$788,668.00	\$89,435.68	\$699,232.32	88.66%
42200	FIRE PROTECTION	\$491,432.00	\$34,841.23	\$456,590.77	92.91%
42201	FIRE STATION	\$0.00	\$72,863.54	-\$72,863.54	0.00%
43100	STREET MAINT	\$308,003.00	\$24,227.62	\$283,775.38	92.13%
43130	STREET - FLOOD PREPARATION	\$0.00	\$0.00	\$0.00	0.00%
43135	56TH ST & PICKETT AVE TRAIL	\$0.00	\$0.00	\$0.00	0.00%
43140	HAYNER/2ND ST. S UTILITY PR	\$0.00	\$310.00	-\$310.00	0.00%
43160	STREET LIGHTING	\$31,750.00	\$4,381.46	\$27,368.54	86.20%
43200	PARKS	\$64,928.00	\$3,181.78	\$61,746.22	95.10%
43300	CEMETERY	\$7,475.00	\$500.00	\$6,975.00	93.31%
44100	PROJECT	\$50,000.00	\$0.00	\$50,000.00	100.00%
FUND 101 GENERAL		\$2,389,995.00	\$302,484.55	\$2,087,510.45	87.34%
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	\$295,300.00	\$34,946.67	\$260,353.33	88.17%
FUND 211 LIBRARY		\$295,300.00	\$34,946.67	\$260,353.33	88.17%
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%

CITY OF BAYPORT
EXPENSE SUMMARY YTD THRU 02/28/2015

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DEPT	DEPT Descr	2015 Budget	2015 YTD Amt	Balance	2015 % of Budget Remain
FUND 414 OFFICE AUTOMATION					
00000	GENERAL GOVERNMENT	\$0.00	\$0.00	\$0.00	0.00%
41400	ADMINISTRATION	\$0.00	\$0.00	\$0.00	0.00%
41910	PLANNING & ZONING	\$0.00	\$0.00	\$0.00	0.00%
42100	POLICE	\$0.00	\$0.00	\$0.00	0.00%
43100	STREET MAINT	\$0.00	\$0.00	\$0.00	0.00%
43200	PARKS	\$0.00	\$0.00	\$0.00	0.00%
46120	WATER	\$0.00	\$0.00	\$0.00	0.00%
46200	SEWER - OPERATING	\$0.00	\$0.00	\$0.00	0.00%
FUND 414 OFFICE AUTOMATION		\$0.00	\$0.00	\$0.00	0.00%
FUND 415 MUNICIPAL BLDGS MAINT					
41600	CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00	0.00%
41900	CAPITAL IMPROVEMENTS	\$0.00	\$0.00	\$0.00	0.00%
41940	MUNICIPAL BUILDINGS	\$0.00	\$0.00	\$0.00	0.00%
FUND 415 MUNICIPAL BLDGS MAINT		\$0.00	\$0.00	\$0.00	0.00%
FUND 601 WATER					
41609	TCE EVAL GRANT	\$0.00	\$0.00	\$0.00	0.00%
41610	LYNN MOST PROJECT	\$0.00	\$42,200.00	-\$42,200.00	0.00%
44151	TCE WATER MAIN IMPROVEME	\$0.00	\$0.00	\$0.00	0.00%
46110	WATER-PUMPHOUSE	\$47,450.00	\$6,583.52	\$40,866.48	86.13%
46120	WATER	\$457,098.00	\$44,153.54	\$412,944.46	90.34%
FUND 601 WATER		\$504,548.00	\$92,937.06	\$411,610.94	81.58%
FUND 602 SEWER					
44100	PROJECT	\$0.00	\$0.00	\$0.00	0.00%
46200	SEWER - OPERATING	\$308,687.00	\$27,798.97	\$280,888.03	90.99%
46990	SEWER - NON-OPERATING	\$0.00	\$94,266.00	-\$94,266.00	0.00%
FUND 602 SEWER		\$308,687.00	\$122,064.97	\$186,622.03	60.46%
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%

CITY OF BAYPORT
EXPENSE SUMMARY YTD THRU 02/28/2015

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DEPT	DEPT Descr	2015 Budget	2015 YTD Amt	Balance	2015 % of Budget Remain
80013	BAYPORT MARINA	\$0.00	\$0.00	\$0.00	0.00%
80014	GROUP 41	\$0.00	\$0.00	\$0.00	0.00%
80015	GARY SWAGER	\$0.00	\$0.00	\$0.00	0.00%
80016	PETE MILLER - PHASE 11/BAYT	\$0.00	\$0.00	\$0.00	0.00%
80017	AMERICAN LEGION POST 491	\$0.00	\$0.00	\$0.00	0.00%
80018	MSCWM PERRO CREEK OUTLET	\$0.00	\$0.00	\$0.00	0.00%
80019	JG HAUSE CONSTRUCTION	\$0.00	\$0.00	\$0.00	0.00%
80020	HYNNEK CUP APPLICATION	\$0.00	\$0.00	\$0.00	0.00%
80021	GORDON TELLINGHUISEN	\$0.00	\$0.00	\$0.00	0.00%
80022	DUANCE JOHNSON	\$0.00	\$0.00	\$0.00	0.00%
80023	MI-TECH SERVICES, INC.	\$0.00	\$0.00	\$0.00	0.00%
80024	RICK PARENT	\$0.00	\$0.00	\$0.00	0.00%
80025	JUDY SEEBERGER	\$0.00	\$0.00	\$0.00	0.00%
80026	MIDWEST PARA TRANSIT	\$0.00	\$0.00	\$0.00	0.00%
80027	CEMETARY - ST. MIKE S/ST. CH	\$0.00	\$0.00	\$0.00	0.00%
80028	ASPHALT SPEC - 111 CENTRAL	\$0.00	\$0.00	\$0.00	0.00%
80029	BRIAN ZELLER	\$0.00	\$0.00	\$0.00	0.00%
80030	LARKIN HOFFMAN & LUNDGREN	\$0.00	\$0.00	\$0.00	0.00%
80031	VALLEY GREEN	\$0.00	\$0.00	\$0.00	0.00%
80040	HEFTY	\$0.00	\$0.00	\$0.00	0.00%
80041	VALLEY GREEN	\$0.00	\$0.00	\$0.00	0.00%
80042	LANDFORM/VARDE GROUP	\$0.00	\$0.00	\$0.00	0.00%
80043	MAINSTREET HOLDING, LLC	\$0.00	\$0.00	\$0.00	0.00%
80044	HAYNER PROPERTY FEASIB STU	\$0.00	\$0.00	\$0.00	0.00%
80045	DRH-INSPIRATION PHASE II PL	\$0.00	\$190.60	-\$190.60	0.00%
80046	JOE BUSH/DAVID KLINGER	\$0.00	\$0.00	\$0.00	0.00%
80047	JANE KEYES	\$0.00	\$0.00	\$0.00	0.00%
80048	KAEMMER/VRAMBOUT	\$0.00	\$0.00	\$0.00	0.00%
80049	AMERICAN LEGION	\$0.00	\$0.00	\$0.00	0.00%
80050	12 POINT ROAD	\$0.00	\$0.00	\$0.00	0.00%
80051	BERGSTROM/ ENG & GRADING	\$0.00	\$652.52	-\$652.52	0.00%
80052	MILLER EXCAVATING WATER SE	\$0.00	\$0.00	\$0.00	0.00%
80053	CHRIS HAYNER	\$0.00	\$46.00	-\$46.00	0.00%
80054	LYNN MOST	\$0.00	\$0.00	\$0.00	0.00%
80055	MATTAMY MN PARTNERSHIP	\$0.00	\$1,389.67	-\$1,389.67	0.00%
FUND 803 P & Z ESCROWS		\$0.00	\$2,278.79	-\$2,278.79	0.00%
		\$3,498,530.00	\$554,712.04	\$2,943,817.96	84.14%

CITY OF BAYPORT

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Period Name: FEBRUARY

Search Name	FU	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
FUND 101 GENERAL									
DEPT 41100 ELECTIONS									
WASHINGTON COUNTY	101	02/23/15	\$300.00	E	41100	416	AUTOMARK MAINT FEE/E	REPAIR/MAINT OF	005508
			<u>\$300.00</u>						
DEPT 41200 MAYOR & COUNCIL									
U S BANK VISA	101	02/04/15	\$7.99	E	41200	201	CC # 479817544300208	OFFICE SUPPLIES	005415
TR COMPUTER SALES LLC	101	02/18/15	\$16.25	E	41200	201	FEB 2015 MTHLY STORA	OFFICE SUPPLIES	005459
ECKBERG LAMMERS	101	02/24/15	\$250.00	E	41200	300	ATTEND CC MTG	PROF SER-LEGAL	005472
ECKBERG LAMMERS	101	02/24/15	\$250.00	E	41200	300	CC WORKSHOP (FIRE CO	PROF SER-LEGAL	005472
ECKBERG LAMMERS	101	02/24/15	\$22.50	E	41200	300	DANGEROUS DOG	PROF SER-LEGAL	005472
ECKBERG LAMMERS	101	02/24/15	\$225.00	E	41200	300	TAX INCREMENT FINANC	PROF SER-LEGAL	005472
ECKBERG LAMMERS	101	02/24/15	\$780.00	E	41200	300	GENERAL MATTERS	PROF SER-LEGAL	005472
S E H	101	02/24/15	\$326.23	E	41200	301	SEWER FLOW STILLWAT	PROF SER-ENGIN	005500
S E H	101	02/24/15	\$353.69	E	41200	301	HANZLIK SANITARY SEW	PROF SER-ENGIN	005500
S E H	101	02/24/15	\$244.69	E	41200	301	STAFF MTG ATTEND	PROF SER-ENGIN	005500
S E H	101	02/24/15	\$407.80	E	41200	301	S 2ND ST PLAN REVIEW	PROF SER-ENGIN	005500
COMPLETE HEALTH ENVI	101	02/18/15	\$360.00	E	41200	306	JAN 2015 MTHLY MAINT.	PROF SER-OTHER	005432
YOUTH SERVICE BUREAU	101	02/18/15	\$1,500.00	E	41200	444	2015 SUPPORT	COMMUNITY PRO	005464
			<u>\$4,744.15</u>						
DEPT 41240 RECYCLING									
HAYNER, TERRY	101	02/23/15	\$30.00	E	41240	370	FEB 2015 RECYCLING RE	RECYCLING INCE	005479
			<u>\$30.00</u>						
DEPT 41400 ADMINISTRATION									
THIELE, RIAN	101	02/03/15	\$83.38	E	41400	101	5.75 HRS ADM OFFICE	WAGES AND SALA	005414
TR COMPUTER SALES LLC	101	02/18/15	\$97.50	E	41400	201	FEB 2015 MTHLY STORA	OFFICE SUPPLIES	005459
U S BANK VISA	101	02/04/15	\$47.94	E	41400	201	CC # 479817544300208	OFFICE SUPPLIES	005415
WELLS FARGO HBS	101	02/04/15	\$190.75	E	41400	306	2014 4TH QTR. ADM FEE	PROF SER-OTHER	005423
LEAGUE OF MINNESOTA C	101	02/23/15	\$20.00	E	41400	402	2015 SAFETY & LOSS CO	CONFERENCES &	005484
TR COMPUTER SALES LLC	101	02/18/15	\$18.75	E	41400	416	COMPUTER CONSULTING	REPAIR/MAINT OF	005459
LOFFLER BUSINESS SYST	101	02/24/15	\$210.77	E	41400	416	CONTRACT BASE RATE C	REPAIR/MAINT OF	005487
			<u>\$669.09</u>						
DEPT 41910 PLANNING & ZONING									
TR COMPUTER SALES LLC	101	02/18/15	\$81.25	E	41910	201	FEB 2015 MTHLY STORA	OFFICE SUPPLIES	005459
U S BANK VISA	101	02/04/15	\$39.95	E	41910	201	CC # 479817544300208	OFFICE SUPPLIES	005415
HOLIDAY FLEET	101	02/18/15	\$80.95	E	41910	212	JAN 2015 FUEL PURCHAS	MOTOR FUELS & L	005442
ECKBERG LAMMERS	101	02/24/15	\$37.50	E	41910	300	PLANNING COMMISSION	PROF SER-LEGAL	005472
S E H	101	02/24/15	\$407.80	E	41910	301	11 PT RD	PROF SER-ENGIN	005500
U S BANK VISA	101	02/04/15	\$190.00	E	41910	402	CC # 479817544300208	CONFERENCES &	005415
TR COMPUTER SALES LLC	101	02/18/15	\$15.62	E	41910	416	COMPUTER CONSULTING	REPAIR/MAINT OF	005459
LOFFLER BUSINESS SYST	101	02/24/15	\$175.64	E	41910	416	CONTRACT BASE RATE C	REPAIR/MAINT OF	005487
MINNESOTA APA	101	02/03/15	\$50.00	E	41910	433	2015 MEMBERSHIP	DUES & MEMBERS	005401
			<u>\$1,078.71</u>						
DEPT 41940 MUNICIPAL BUILDINGS									
JOHNSON, CHAD	101	02/23/15	\$325.00	E	41940	302	CLEANING SERVICES FO	CONTRACT SERVI	005481
COMCAST	101	02/03/15	\$68.77	E	41940	321	FEB ADMIN HIGHSPED I	COMMUNICATION	005391
OFFICE OF ENT TECHNOL	101	02/24/15	\$480.40	E	41940	321	PHONES/CITY HALL	COMMUNICATION	005497
XCEL	101	02/04/15	\$872.21	E	41940	380	JAN 2015 GAS & ELECTR	ELECTRIC SERVIC	005424
XCEL	101	02/04/15	\$414.09	E	41940	381	JAN 2015 GAS & ELECTR	FUEL FOR HEAT	005424
SCHMIDT MECHANICAL	101	02/18/15	\$642.00	E	41940	415	ANNUAL BLG MAINT.	MUNICIPAL BUILD	005454
MENARDS-STILLWATER	101	02/24/15	\$77.47	E	41940	415	CITY HALL SUPPLIES	MUNICIPAL BUILD	005489

CITY OF BAYPORT
MONTHLY EXPENSES 5387-5509

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Period Name: FEBRUARY

Search Name	FU	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
MINNESOTA ELEVATOR	101	02/23/15	\$150.04	E	41940	420	FEB BI-MTHLY SERVICE	R & M BLDGS, ST	005492
ELECTRO WATCHMAN, IN	101	02/23/15	\$60.00	E	41940	420	ANNUAL FIRE ALARM INS	R & M BLDGS, ST	005475
SCHMIDT MECHANICAL	101	02/18/15	\$642.00	E	41940	420	ANNUAL BLG MAINT.	R & M BLDGS, ST	005454
AVENET WEB SOLUTIONS	101	02/18/15	\$600.00	E	41940	420	2015 ANNUAL SERVICE	R & M BLDGS, ST	005427
PLUNKETT S PEST CONTR	101	02/03/15	\$712.50	E	41940	420	ANNUAL BILL FOR FEB-J	R & M BLDGS, ST	005407
MN DEPT OF LABOR AND	101	02/23/15	\$100.00	E	41940	420	ELEVATOR ANNUAL OPE	R & M BLDGS, ST	005493
DEPT 41940 MUNICIPAL BUILDING			\$5,144.48						
DEPT 42100 POLICE									
CITY OF WOODBURY	101	02/23/15	\$2,009.38	E	42100	107	2015 SRT - 1 MEMBER/P	TACTICAL TEAM S	005470
U S BANK VISA	101	02/04/15	\$5.08	E	42100	201	CC#4798175443002124	OFFICE SUPPLIES	005415
U S BANK VISA	101	02/04/15	\$39.95	E	42100	201	CC # 479817544300208	OFFICE SUPPLIES	005415
TR COMPUTER SALES LLC	101	02/18/15	\$81.25	E	42100	201	FEB 2015 MTHLY STORA	OFFICE SUPPLIES	005459
U S BANK VISA	101	02/04/15	\$5.35	E	42100	202	CC#4798175443002124	UNIFORMS - MISC	005415
UNIFORMS UNLIMITED	101	02/18/15	\$863.00	E	42100	202	MISC UNIFORMS/POLICE	UNIFORMS - MISC	005461
WASHINGTON COUNTY S	101	02/05/15	\$917.84	E	42100	212	JAN 2015 FUEL/POLICE	MOTOR FUELS & L	005421
HOLIDAY FLEET	101	02/18/15	\$384.26	E	42100	212	JAN 2015 FUEL PURCHAS	MOTOR FUELS & L	005442
HOLIDAY FLEET	101	02/18/15	\$6.41	E	42100	212	JAN 2015 FUEL PURCHAS	MOTOR FUELS & L	005442
BAYPORT TRANSMISSION	101	02/23/15	\$25.00	E	42100	212	2013 DODGE CHARGER/	MOTOR FUELS & L	005469
U S BANK VISA	101	02/04/15	\$12.80	E	42100	220	CC#4798175443002124	OPERATING SUPP	005415
U S BANK VISA	101	02/04/15	\$2.99	E	42100	220	CC#4798175443002124	OPERATING SUPP	005415
EASTMAN, LAURA	101	02/05/15	\$25.00	E	42100	220	DMV LICENSING/POLICE	OPERATING SUPP	005393
CAMPION BARROW & ASS	101	02/18/15	\$1,030.00	E	42100	300	PRMOTIONAL TESTING/P	PROF SER-LEGAL	005429
STILLWATER TOWING IN	101	02/05/15	\$125.00	E	42100	300	ICR# 115500002/POLICE	PROF SER-LEGAL	005411
ECKBERG LAMMERS	101	02/18/15	\$2,436.26	E	42100	300	JAN 2015 PROSECUTION	PROF SER-LEGAL	005434
STILLWATER TOWING IN	101	02/05/15	\$125.00	E	42100	300	ICR # 115500001/POLIC	PROF SER-LEGAL	005411
STILLWATER MEDICAL GR	101	02/23/15	\$52.00	E	42100	306	SERVICE/HORAK & PURP	PROF SER-OTHER	005502
BCA	101	02/18/15	\$15.00	E	42100	306	RECORD CHECK-KYLE MY	PROF SER-OTHER	005428
LAKEVIEW MEMORIAL HO	101	02/18/15	\$50.00	E	42100	306	2014 LEGAL BLOOD DRA	PROF SER-OTHER	005445
VERIZON WIRELESS	101	02/18/15	\$62.16	E	42100	321	PHONES/POLICE DEPT	COMMUNICATION	005463
THOMAS REUTERS - WES	101	02/18/15	\$134.83	E	42100	321	JAN 2015 INFORMATION	COMMUNICATION	005458
VERIZON WIRELESS	101	02/18/15	\$105.03	E	42100	321	PHONES/POLICE DEPT.	COMMUNICATION	005463
KEEPRS, INC	101	02/23/15	\$190.14	E	42100	403	OPERATING SUPPLIES/P	POLICE TRAINING	005482
U S BANK VISA	101	02/04/15	\$150.00	E	42100	403	CC#4798175443002124	POLICE TRAINING	005415
LEAGUE OF MINNESOTA C	101	02/18/15	\$850.00	E	42100	403	2015 PATROL TRAINING	POLICE TRAINING	005447
U S BANK VISA	101	02/04/15	\$355.00	E	42100	403	CC#4798175443002124	POLICE TRAINING	005415
UPPER MIDWEST COMMU	101	02/23/15	\$15.00	E	42100	403	VETERANS IN CRISIS TR	POLICE TRAINING	005506
KEEPRS, INC	101	02/23/15	\$1,252.00	E	42100	403	OPERATING MATERIAL/P	POLICE TRAINING	005482
TR COMPUTER SALES LLC	101	02/18/15	\$15.62	E	42100	416	COMPUTER CONSULTING	REPAIR/MAINT OF	005459
LOFFLER BUSINESS SYST	101	02/24/15	\$175.64	E	42100	416	CONTRACT BASE RATE C	REPAIR/MAINT OF	005487
WASHINGTON COUNTY C	101	02/05/15	\$50.00	E	42100	433	2015 DUES - L EASTMAN	DUES & MEMBERS	005420
DEPT 42100 POLICE			\$11,566.99						
DEPT 42200 FIRE PROTECTION									
U S BANK VISA	101	02/04/15	\$10.42	E	42200	201	CC# 4798175443002041	OFFICE SUPPLIES	005415
HOLIDAY FLEET	101	02/18/15	\$4.27	E	42200	212	JAN 2015 FUEL PURCHAS	MOTOR FUELS & L	005442
HOLIDAY FLEET	101	02/18/15	\$596.23	E	42200	212	JAN 2015 FUEL PURCHAS	MOTOR FUELS & L	005442
U S BANK VISA	101	02/04/15	\$22.58	E	42200	220	CC# 4798175443002041	OPERATING SUPP	005415
NARDINI FIRE EQUIPMEN	101	02/04/15	\$121.32	E	42200	220	FIRE EXT./FIRE DEPT.	OPERATING SUPP	005404
U S BANK VISA	101	02/04/15	\$22.40	E	42200	220	CC# 4798175443002041	OPERATING SUPP	005415
MENARDS-STILLWATER	101	02/04/15	\$71.26	E	42200	220	VEH MAINT. SUPPLIES/FI	OPERATING SUPP	005400
U S BANK VISA	101	02/04/15	\$22.58	E	42200	220	CC# 4798175443002041	OPERATING SUPP	005415
U S BANK VISA	101	02/04/15	\$44.50	E	42200	220	CC# 4798175443002041	OPERATING SUPP	005415
U S BANK VISA	101	02/04/15	\$14.71	E	42200	220	CC# 4798175443002041	OPERATING SUPP	005415
U S BANK VISA	101	02/04/15	\$0.50	E	42200	220	CC# 4798175443002041	OPERATING SUPP	005415

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BAYPORT PRINTING HOU	101	02/03/15	\$60.00	E	42200	220	OPERATING MATERIAL/F	OPERATING SUPP	005388
U S BANK VISA	101	02/04/15	\$147.54	E	42200	220	CC# 4798175443002041	OPERATING SUPP	005415
JOHNSON, CHAD	101	02/23/15	\$175.00	E	42200	306	CLEANNING SERVICE FE	PROF SER-OTHER	005481
U S BANK VISA	101	02/04/15	\$110.16	E	42200	321	CC# 4798175443002041	COMMUNICATION	005415
VERIZON WIRELESS	101	02/04/15	\$80.04	E	42200	321	PHONES/FIRE DEPT.	COMMUNICATION	005419
XCEL	101	02/04/15	\$460.33	E	42200	380	JAN 2015 GAS & ELECTR	ELECTRIC SERVIC	005424
XCEL	101	02/04/15	\$1,530.03	E	42200	381	JAN 2015 GAS & ELECTR	FUEL FOR HEAT	005424
VERIZON WIRELESS	101	02/18/15	\$176.50	E	42200	391	PHONES/FIRE DEPT.	SHARED AUTOMA	005463
EMERGENCY SERVICES M	101	02/18/15	\$87.95	E	42200	391	2014 TELEPHONE CHGS/	SHARED AUTOMA	005437
U S BANK VISA	101	02/04/15	\$190.00	E	42200	402	CC# 4798175443002041	CONFERENCES &	005415
U S BANK VISA	101	02/04/15	\$380.00	E	42200	402	CC# 4798175443002041	CONFERENCES &	005415
JASON SEVERSON	101	02/18/15	\$195.60	E	42200	402	OFFICER TRAINING REI	CONFERENCES &	005444
EISINGER, JOSH	101	02/18/15	\$40.92	E	42200	402	MEAL	CONFERENCES &	005436
U S BANK VISA	101	02/04/15	\$539.00	E	42200	402	CC# 4798175443002041	CONFERENCES &	005415
EISINGER, JOSH	101	02/18/15	\$199.07	E	42200	402	MILEAGE	CONFERENCES &	005436
EISINGER, JAKE	101	02/18/15	\$217.50	E	42200	402	FIRE SCHOOL TRAINING	CONFERENCES &	005435
MNFIAM BOOK SALES	101	02/24/15	\$118.00	E	42200	402	BOOKS / FIRE DEPT.	CONFERENCES &	005494
MNFIAM BOOK SALES	101	02/24/15	\$50.00	E	42200	402	FIRE INVESTIGATOR FIE	CONFERENCES &	005494
U S BANK VISA	101	02/04/15	\$21.42	E	42200	412	CC# 4798175443002041	REP & MAINT VEH	005415
CARQUEST OF STILLWAT	101	02/03/15	\$140.38	E	42200	412	OPERATING MATERIAL/F	REP & MAINT VEH	005389
CARQUEST OF STILLWAT	101	02/03/15	\$11.21	E	42200	412	OPERATING SUPPLIES/FI	REP & MAINT VEH	005389
EISINGER, ALLEN	101	02/24/15	\$14.73	E	42200	412	VEH MATERIAL/FIRE DEP	REP & MAINT VEH	005474
CARQUEST OF STILLWAT	101	02/03/15	\$382.86	E	42200	412	TRACTOR BAT/FIRE DEP	REP & MAINT VEH	005389
U S BANK VISA	101	02/04/15	\$21.42	E	42200	412	CC# 4798175443002041	REP & MAINT VEH	005415
CARQUEST OF STILLWAT	101	02/18/15	\$30.43	E	42200	412	VEH MAINT. /FIRE DEPT.	REP & MAINT VEH	005430
U S BANK VISA	101	02/04/15	\$21.42	E	42200	412	CC# 4798175443002041	REP & MAINT VEH	005415
RED POWER DIESEL SERV	101	02/03/15	\$256.40	E	42200	412	ENGIN WILL NOT REGEN	REP & MAINT VEH	005409
RIVER STATES TRUCK AN	101	02/03/15	\$464.38	E	42200	412	REPAIR-MAINT./FIRE DE	REP & MAINT VEH	005410
RED POWER DIESEL SERV	101	02/03/15	\$88.00	E	42200	412	LABOR/FIRE DEPT.,	REP & MAINT VEH	005409
CARQUEST OF STILLWAT	101	02/18/15	\$6.74	E	42200	412	VEH MAINT./FIRE DEPT.	REP & MAINT VEH	005430
U S BANK VISA	101	02/04/15	\$138.87	E	42200	419	CC# 4798175443002041	REPAIR & MAINT	005415
SUMMIT FIRE PROTECTIO	101	02/03/15	\$270.00	E	42200	420	ANNUAL FIRE INSPECTIO	R & M BLDGS, ST	005412
CHRIS AMDAHL LOCKSMI	101	02/03/15	\$254.00	E	42200	420	SERVICE CALL/FIRE DEP	R & M BLDGS, ST	005390
MENARDS-STILLWATER	101	02/03/15	\$17.40	E	42200	420	REPAIR & MAINT./FIRE D	R & M BLDGS, ST	005400
SCHMIDT MECHANICAL	101	02/18/15	\$642.00	E	42200	420	ANNUAL BLG MAINT.	R & M BLDGS, ST	005454
ELECTRO WATCHMAN, IN	101	02/23/15	\$60.00	E	42200	420	ANNUAL FIRE ALARM INS	R & M BLDGS, ST	005475
DEPT 42200 FIRE PROTECTION			\$8,530.07						
DEPT 42201 FIRE STATION									
ECKBERG LAMMERS	101	02/24/15	\$105.00	E	42201	300	FIRE STATION LAND	PROF SER-LEGAL	005472
ECKBERG LAMMERS	101	02/24/15	\$1,057.50	E	42201	300	FIRE CONTRACTS	PROF SER-LEGAL	005472
ECKBERG LAMMERS	101	02/24/15	\$487.50	E	42201	300	GO CIP BONDS (FIRE ST	PROF SER-LEGAL	005472
S E H	101	02/23/15	\$6,118.36	E	42201	301	FIRE STATION SURVEY &	PROF SER-ENGIN	005500
LEO A DALY	101	02/23/15	\$45,573.09	E	42201	302	FIRE STATIONHEADQUA	CONTRACT SERVI	005485
ECM PUBLISHERS, INC.	101	02/23/15	\$15.85	E	42201	350	FIRE STATION GO BOND	PRINTING & PUBL	005473
DEPT 42201 FIRE STATION			\$53,357.30						
DEPT 43100 STREET MAINT									
TR COMPUTER SALES LLC	101	02/18/15	\$16.25	E	43100	201	FEB 2015 MTHLY STORA	OFFICE SUPPLIES	005459
U S BANK VISA	101	02/04/15	\$7.99	E	43100	201	CC # 479817544300208	OFFICE SUPPLIES	005415
HOLIDAY FLEET	101	02/18/15	\$910.90	E	43100	212	JAN 2015 FUEL PURCHAS	MOTOR FUELS & L	005442
CARQUEST OF STILLWAT	101	02/04/15	\$26.91	E	43100	220	HAND CLEANER/STREET	OPERATING SUPP	005389
U S BANK VISA	101	02/04/15	\$74.96	E	43100	220	CC # 479817544300200	OPERATING SUPP	005415
COMPASS MINNERALS AM	101	02/04/15	\$1,978.46	E	43100	225	ROAD SALT/STREET DEP	SALT & SAND PUR	005392
AGGREGATE INDUSTRIES	101	02/24/15	\$86.18	E	43100	225	WINTER SALT & SAND/S	SALT & SAND PUR	005466

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STILLWATER MEDICAL GR	101	02/23/15	\$85.00	E	43100	306	SERVICE/HORAK & PURP	PROF SER-OTHER	005502
MEDTOX LABORATORIES	101	02/23/15	\$50.00	E	43100	306	RANDOM PROGRAM ANN	PROF SER-OTHER	005488
AREAWIDE TRUCK & TRAI	101	02/18/15	\$180.00	E	43100	412	93 FORD/STREET DEPT.	REP & MAINT VEH	005425
TRI STATE BOBCAT INC	101	02/18/15	\$223.12	E	43100	412	PARTS - TOOLCAT/STRE	REP & MAINT VEH	005460
CARQUEST OF STILLWAT	101	02/18/15	\$65.22	E	43100	412	WIPER BLADES/STREET	REP & MAINT VEH	005430
ZIEGLER INC.	101	02/18/15	\$167.55	E	43100	412	PARTS - CAT LOADER/ST	REP & MAINT VEH	005465
CARQUEST OF STILLWAT	101	02/04/15	-\$8.20	E	43100	412	FUEL LINE & CLAMPS	REP & MAINT VEH	005389
GOODYEAR COMMERCIAL	101	02/04/15	\$720.37	E	43100	412	2014 TIRE REPAIR CAT L	REP & MAINT VEH	005396
CARQUEST OF STILLWAT	101	02/04/15	\$13.90	E	43100	412	HYD COUPLERS/STREET	REP & MAINT VEH	005389
LOFFLER BUSINESS SYST	101	02/24/15	\$35.12	E	43100	416	CONTRACT BASE RATE C	REPAIR/MAINT OF	005487
TR COMPUTER SALES LLC	101	02/18/15	\$3.12	E	43100	416	COMPUTER CONSULTING	REPAIR/MAINT OF	005459
ASPEN EQUIPMENT CO	101	02/18/15	\$1,200.00	E	43100	421	TRUCK RENTAL/STREET	REPAIR & MAINT	005426
ASPEN EQUIPMENT CO	101	02/18/15	\$1,200.00	E	43100	421	TRUCK RENTAL/STREET	REPAIR & MAINT	005426
ASPEN EQUIPMENT CO	101	02/18/15	\$1,200.00	E	43100	421	TRUCK RENTAL/STREET	REPAIR & MAINT	005426
ROETTGER WELDING	101	02/24/15	\$36.25	E	43100	421	DUMP TRUCK REPAIR/ST	REPAIR & MAINT	005499
DEPT 43100 STREET MAINT			\$8,273.10						
DEPT 43160 STREET LIGHTING									
XCEL	101	02/04/15	\$2,316.01	E	43160	380	JAN 2015 GAS & ELECTR	ELECTRIC SERVIC	005424
DEPT 43160 STREET LIGHTING			\$2,316.01						
DEPT 43200 PARKS									
PAROTTI, SAM	101	02/03/15	\$190.00	E	43200	050	19 RINK HOURS/PARK D	SEASONAL/PART	005406
PAROTTI, SAM	101	02/18/15	\$255.00	E	43200	050	RINK ATTEN 2/1/15-2/14	SEASONAL/PART	005453
GOULETTE, MR PAUL	101	02/18/15	\$370.00	E	43200	050	RINK ATTEN 1/11/15-2/0	SEASONAL/PART	005439
SODERSTROM, PETE	101	02/18/15	\$150.00	E	43200	050	ICE RINK ATTEN 1/16/15	SEASONAL/PART	005456
U S BANK VISA	101	02/04/15	\$12.65	E	43200	410	CC # 479817544300200	REPAIR & MAINT	005415
U S BANK VISA	101	02/04/15	\$9.60	E	43200	410	CC # 479817544300200	REPAIR & MAINT	005415
TR COMPUTER SALES LLC	101	02/18/15	\$3.12	E	43200	416	COMPUTER CONSULTING	REPAIR/MAINT OF	005459
LOFFLER BUSINESS SYST	101	02/24/15	\$35.12	E	43200	416	CONTRACT BASE RATE C	REPAIR/MAINT OF	005487
AIR FRESH PORTABLE TOI	101	02/23/15	\$78.75	E	43200	425	RIVERSIDE PARK 2/15/1	SATILLITIES	005467
AIR FRESH PORTABLE TOI	101	02/23/15	\$78.75	E	43200	425	TENNIS CT 2/13/15-3/12	SATILLITIES	005467
DEPT 43200 PARKS			\$1,182.99						
FUND 101 GENERAL			\$97,192.89						
FUND 202 DRUG FORFEITURE									
DEPT 42101 DARE EXPENDITURES									
ECKBERG LAMMERS	202	02/03/15	\$142.50	E	42101	449	CASE # 114500606	DRUG FORFITURE	005394
GRAFIX SHOPPE	202	02/23/15	\$640.00	E	42101	449	REFLECTIVE KIT - 2015 D	DRUG FORFITURE	005477
DEPT 42101 DARE EXPENDITURES			\$782.50						
FUND 202 DRUG FORFEITURE			\$782.50						
FUND 211 LIBRARY									
DEPT 45500 LIBRARY									
BAKER & TAYLOR	211	02/24/15	\$14.40	E	45500	217	JAN 2015 BOOKS/LIBRAR	MATERIALS & PR	005468
BAKER & TAYLOR	211	02/24/15	\$23.26	E	45500	217	JAN 2015 BOOKS/LIBRAR	MATERIALS & PR	005468
BAKER & TAYLOR	211	02/24/15	\$484.56	E	45500	217	JAN 2015 BOOKS/LIBRAR	MATERIALS & PR	005468
BAKER & TAYLOR	211	02/24/15	\$356.97	E	45500	217	JAN 2015 BOOKS/LIBRAR	MATERIALS & PR	005468
BAKER & TAYLOR	211	02/24/15	\$68.12	E	45500	217	JAN 2015 BOOKS/LIBRAR	MATERIALS & PR	005468
BAKER & TAYLOR	211	02/24/15	\$53.70	E	45500	217	JAN 2015 BOOKS/LIBRAR	MATERIALS & PR	005468
BAKER & TAYLOR	211	02/24/15	\$34.29	E	45500	217	JAN 2015 BOOKS/LIBRAR	MATERIALS & PR	005468
BAKER & TAYLOR	211	02/24/15	\$331.64	E	45500	217	JAN 2015 BOOKS/LIBRAR	MATERIALS & PR	005468
DEMCO	211	02/24/15	\$89.61	E	45500	220	OPERATING SUPPLIES/LI	OPERATING SUPP	005471
INNOVATIVE OFFICE SOL	211	02/24/15	\$128.44	E	45500	220	OPERATING SUPPLIES/LI	OPERATING SUPP	005480

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DEMCO	211	02/24/15	\$236.49	E	45500	220	OPERATING SUPPLIES/LI	OPERATING SUPP	005471
TOSHIBA BUSINESS SOLU	211	02/24/15	\$246.94	E	45500	302	FEB 2015 MTHLY CONTR	CONTRACT SERVI	005505
KINDER MELODIES	211	02/24/15	\$600.00	E	45500	302	JAN/FEB 2015 STORY TI	CONTRACT SERVI	005483
NOVA COMMUNICATIONS	211	02/24/15	\$600.00	E	45500	302	PARTNER PLAN/LIBRARY	CONTRACT SERVI	005496
OFFICE OF ENT TECHNOL	211	02/24/15	\$74.47	E	45500	302	PHONES/LIBRARY	CONTRACT SERVI	005497
COMCAST	211	02/03/15	\$90.55	E	45500	321	LIBRARY HIGHSPEED IN	COMMUNICATION	005391
COMCAST	211	02/03/15	\$5.00	E	45500	321	LIBRARY HIGHSPEED IN	COMMUNICATION	005391
XCEL	211	02/04/15	\$1,021.48	E	45500	380	JAN 2015 GAS & ELECTR	ELECTRIC SERVIC	005424
XCEL	211	02/04/15	\$936.30	E	45500	381	JAN 2015 GAS & ELECTR	FUEL FOR HEAT	005424
WASHINGTON COUNTY LI	211	02/24/15	\$131.14	E	45500	391	2015 SMALL ENGIN REPA	SHARED AUTOMA	005509
WASHINGTON COUNTY LI	211	02/24/15	\$65.51	E	45500	391	2015 ANTIQUES & COLLE	SHARED AUTOMA	005509
MN DEPT OF LABOR AND	211	02/24/15	\$100.00	E	45500	420	ANNUAL ELEVATOR OPE	R & M BLDGS, ST	005493
PLUNKETT S PEST CONTR	211	02/24/15	\$2.00	E	45500	420	PAPER INVOICE/LIBRARY	R & M BLDGS, ST	005498
MENARDS-STILLWATER	211	02/03/15	\$8.25	E	45500	420	MAINT SUPPLIES/FIRE D	R & M BLDGS, ST	005400
SUMMIT FIRE PROTECTIO	211	02/24/15	\$295.00	E	45500	420	ANNUAL FIRE INSPEC/LI	R & M BLDGS, ST	005503
ELECTRO WATCHMAN, IN	211	02/23/15	\$90.00	E	45500	420	ANNUAL FIRE ALARM INS	R & M BLDGS, ST	005475
PLUNKETT S PEST CONTR	211	02/24/15	\$107.40	E	45500	420	INSECTS & MICE/LIBRAR	R & M BLDGS, ST	005498
MINNESOTA ELEVATOR	211	02/24/15	\$157.23	E	45500	420	FEB BI-MTHLY SERV/LIB	R & M BLDGS, ST	005492
DEPT 45500 LIBRARY			\$6,352.75						
FUND 211 LIBRARY			\$6,352.75						
FUND 601 WATER									
DEPT 46110 WATER-PUMPHOUSE									
XCEL	601	02/04/15	\$2,111.37	E	46110	380	JAN 2015 GAS & ELECTR	ELECTRIC SERVIC	005424
XCEL	601	02/04/15	\$262.92	E	46110	381	JAN 2015 GAS & ELECTR	FUEL FOR HEAT	005424
MENARDS-STILLWATER	601	02/04/15	\$30.60	E	46110	419	WELL HOUSE SUPPLIES/	REPAIR & MAINT	005400
SCHMIDT MECHANICAL	601	02/18/15	\$318.71	E	46110	419	SERVICE CALL -HEATER	REPAIR & MAINT	005454
SCHMIDT MECHANICAL	601	02/18/15	\$642.00	E	46110	419	ANNUAL BLG MAINT.	REPAIR & MAINT	005454
MENARDS-STILLWATER	601	02/04/15	\$126.80	E	46110	419	ROOF - AIR STRIPPER/W	REPAIR & MAINT	005400
LINNER ELECTRIC	601	02/18/15	\$350.00	E	46110	419	AIR STRIPPER/WATER D	REPAIR & MAINT	005449
DEPT 46110 WATER-PUMPHOUSE			\$3,842.40						
DEPT 46120 WATER									
U S BANK VISA	601	02/04/15	\$7.99	E	46120	201	CC # 479817544300208	OFFICE SUPPLIES	005415
TR COMPUTER SALES LLC	601	02/18/15	\$16.25	E	46120	201	FEB 2015 MTHLY STORA	OFFICE SUPPLIES	005459
HOLIDAY FLEET	601	02/18/15	\$152.37	E	46120	212	JAN 2015 FUEL PURCHAS	MOTOR FUELS & L	005442
MVTL	601	02/04/15	\$54.00	E	46120	216	WATER TESTING/WATER	CHEMICALS AND	005403
MVTL	601	02/24/15	\$54.00	E	46120	216	COLIFORM COLILERT/W	CHEMICALS AND	005495
HAWKINS WATER	601	02/24/15	\$46.94	E	46120	216	SUPPLIES/WATER DEPT.	CHEMICALS AND	005478
HAWKINS WATER	601	02/04/15	\$30.00	E	46120	216	CHLORINE FEES/WATER	CHEMICALS AND	005397
MENARDS-STILLWATER	601	02/24/15	\$20.91	E	46120	220	SMALL TOOL SUPPLIES/	OPERATING SUPP	005489
FASTENAL	601	02/24/15	\$24.87	E	46120	220	OPERATING SUPPLIES/W	OPERATING SUPP	005476
FASTENAL	601	02/18/15	\$16.00	E	46120	220	GRINDING WHEELS/WAT	OPERATING SUPP	005438
USA BLUE BOOK	601	02/04/15	\$55.70	E	46120	220	HOSE FITTINGS/WATER	OPERATING SUPP	005416
T. R. F. SUPPLY	601	02/24/15	\$528.40	E	46120	220	OPERATING SUPPLIES/W	OPERATING SUPP	005504
FASTENAL	601	02/04/15	\$377.03	E	46120	240	SMALL TOOLS/WATER D	SMALL TOOLS-EQ	005395
U S BANK VISA	601	02/04/15	\$427.30	E	46120	240	CC # 479817544300200	SMALL TOOLS-EQ	005415
BANYON DATA SYSTEMS	601	02/03/15	\$397.50	E	46120	302	UB SUPPORT	CONTRACT SERVI	005387
WATER CONSERVATION S	601	02/04/15	\$475.00	E	46120	302	2014 PARTIAL HYDRANT	CONTRACT SERVI	005422
PREVAILING WATERS, LLC	601	02/04/15	\$538.00	E	46120	302	HYDRANT REPAIR/WATE	CONTRACT SERVI	005408
ONE CALL CONCEPTS	601	02/18/15	\$24.65	E	46120	307	JAN 2015 LOCATES/WAT	GOPHER STATE O	005452
COMCAST	601	02/18/15	\$59.95	E	46120	321	FEB-MAR 2015 HIGHSPE	COMMUNICATION	005431
XCEL	601	02/04/15	\$1,776.26	E	46120	380	JAN 2015 GAS & ELECTR	ELECTRIC SERVIC	005424
XCEL	601	02/04/15	\$1,871.26	E	46120	381	JAN 2015 GAS & ELECTR	FUEL FOR HEAT	005424

CITY OF BAYPORT
MONTHLY EXPENSES 5387-5509

02/25/15 9:24 AM

Page 6

Period Name: FEBRUARY

Search Name	FU	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
MINNESOTA AWWA	601	02/03/15	\$175.00	E	46120	402	TIM GARDNER	CONFERENCES &	005402
MINNESOTA AWWA	601	02/03/15	\$175.00	E	46120	402	JOSHUA EISINGER	CONFERENCES &	005402
GRAINGER	601	02/18/15	\$54.67	E	46120	412	CABLE TIES/WATER DEP	REP & MAINT VEH	005440
LOFFLER BUSINESS SYST	601	02/24/15	\$35.12	E	46120	416	CONTRACT BASE RATE C	REPAIR/MAINT OF	005487
TR COMPUTER SALES LLC	601	02/18/15	\$3.12	E	46120	416	COMPUTER CONSULTING	REPAIR/MAINT OF	005459
SCHMIDT MECHANICAL	601	02/24/15	\$426.04	E	46120	419	WELL HOUSE SERVICE/W	REPAIR & MAINT	005501
HD SUPPLY WATERWORK	601	02/04/15	\$3,502.52	E	46120	419	WATER METERS/WATER	REPAIR & MAINT	005398
LINNER ELECTRIC	601	02/24/15	\$261.00	E	46120	419	WELL HOUSE REPLACEM	REPAIR & MAINT	005486
ELECTRO WATCHMAN, IN	601	02/23/15	\$90.00	E	46120	420	ANNUAL FIRE ALARM INS	R & M BLDGS, ST	005475
U S BANK VISA	601	02/04/15	\$69.33	E	46120	420	CC # 479817544300200	R & M BLDGS, ST	005415
U S BANK VISA	601	02/04/15	\$220.43	E	46120	420	CC # 479817544300200	R & M BLDGS, ST	005415
MINNESOTA DEPT OF HEA	601	02/23/15	\$1,294.00	E	46120	434	01/01/15-03/31/2015 SE	STATE FEES FOR	005491
DEPT 46120 WATER			\$13,260.61						
FUND 601 WATER			\$17,103.01						
FUND 602 SEWER									
DEPT 46200 SEWER - OPERATING									
TR COMPUTER SALES LLC	602	02/18/15	\$16.25	E	46200	201	FEB 2015 MTHLY STORA	OFFICE SUPPLIES	005459
U S BANK VISA	602	02/04/15	\$8.01	E	46200	201	CC # 479817544300208	OFFICE SUPPLIES	005415
HOLIDAY FLEET	602	02/18/15	\$187.63	E	46200	212	JAN 2015 FUEL PURCHAS	MOTOR FUELS & L	005442
U S BANK VISA	602	02/04/15	\$41.10	E	46200	240	CC # 479817544300200	SMALL TOOLS-EQ	005415
U S BANK VISA	602	02/04/15	\$784.63	E	46200	240	CC # 479817544300200	SMALL TOOLS-EQ	005415
AIR FRESH PORTABLE TOI	602	02/23/15	\$70.00	E	46200	302	INSPIRATION LIFT STATI	CONTRACT SERVI	005467
SERVICEMASTER	602	02/18/15	\$537.42	E	46200	302	SEWER BACK-UP/JUDY LI	CONTRACT SERVI	005455
BANYON DATA SYSTEMS	602	02/03/15	\$397.50	E	46200	302	UB SUPPORT	CONTRACT SERVI	005387
MIDWEST OVERHEAD CRA	602	02/24/15	\$455.00	E	46200	302	ANNUAL INSPECTION/SE	CONTRACT SERVI	005490
LOFFLER BUSINESS SYST	602	02/24/15	\$35.16	E	46200	416	CONTRACT BASE RATE C	REPAIR/MAINT OF	005487
TR COMPUTER SALES LLC	602	02/18/15	\$3.15	E	46200	416	COMPUTER CONSULTING	REPAIR/MAINT OF	005459
LINNER ELECTRIC	602	02/18/15	\$167.00	E	46200	420	REPLACE BREAKER-SHOP	R & M BLDGS, ST	005449
LINNER ELECTRIC	602	02/18/15	\$541.00	E	46200	420	REPAIR & SERVICE - SH	R & M BLDGS, ST	005449
DEPT 46200 SEWER - OPERATING			\$3,243.85						
DEPT 46990 SEWER - NON-OPERATING									
METROPOLITAN COUNCIL	602	02/18/15	\$31,422.00	E	46990	434	MARCH 2015 MTHLY AN	STATE FEES FOR	005450
DEPT 46990 SEWER - NON-OPERAT			\$31,422.00						
FUND 602 SEWER			\$34,665.85						
FUND 803 P & Z ESCROWS									
DEPT 80051 BERGSTROM/ ENG & GRADING									
S E H	803	02/24/15	\$489.38	E	80051	301	12 PT RD (BERGSTROM)	PROF SER-ENGIN	005500
DEPT 80051 BERGSTROM/ ENG & G			\$489.38						
DEPT 80055 MATTAMY MN PARTNERSHIP									
ECKBERG LAMMERS	803	02/24/15	\$225.00	E	80055	300	MATTNEY MN DEVEOP	PROF SER-LEGAL	005472
S E H	803	02/24/15	\$1,164.67	E	80055	301	MATTNEY MN PARTNERS	PROF SER-ENGIN	005500
DEPT 80055 MATTAMY MN PARTNE			\$1,389.67						
FUND 803 P & Z ESCROWS			\$1,879.05						
			\$157,976.05						

City of Bayport

294 North 3rd Street

Bayport, MN 55003

Phone: 651-275-4404

Fax: 651-275-4411

Building Permit Log

For: February, 2015

Printed:2/25/2015

Page1 of 2

Permit Number: BP2015-2	Filing Date: 2/4/2015
Parcel Address: 11 POINT Road	BAYPORT, MN 55003
Applicant: MOSER HOMES INC. MOSER HOMES INC. RESIDENTIAL BUILDER	Applicant Phone: 651-483-5132
Construction Value: \$30,000.00	Total Fees: \$785.14

Permit Number: BP2015-3	Filing Date: 2/4/2015
Parcel Address: 698 ARGUS Square	BAYPORT, MN 55003
Applicant: RENEWAL BY ANDERSEN, INC. RENEWAL BY ANDERSEN, INC. RESIDENTIAL	Applicant Phone: 651-264-4777
Construction Value: \$2,960.00	Total Fees: \$89.98

Permit Number: BP2015-4	Filing Date: 2/24/2015
Parcel Address: 363 5th Avenue N.	BAYPORT, MN 55003
Applicant: RENEWAL BY ANDERSEN, INC. RENEWAL BY ANDERSEN, INC. RESIDENTIAL	Applicant Phone: 651-264-4777
Construction Value: \$2,000.00	Total Fees: \$74.75

Permit Number: BP2015-5	Filing Date: 2/24/2015
Parcel Address: 11 POINT Road	BAYPORT, MN 55003
Applicant: MOSER HOMES INC. MOSER HOMES INC. RESIDENTIAL BUILDER	Applicant Phone: 651-483-5132
Construction Value: \$1,250,000.00	Total Fees: \$12,078.64

Permit Number: MC2015-4	Filing Date: 2/17/2015
Parcel Address: 171 5TH St. N.	BAYPORT, MN 55003
Applicant: SCHWANTES HEATING & AIR INC SCHWANTES HEATING & AIR INC MECHANICAL	Applicant Phone: 651-439-3331
Construction Value: \$8,000.00	Total Fees: \$80.00

Building Permit Log

For: February, 2015

Printed:2/25/2015

Page2 of 2

Permit Number: MC2015-5

Filing Date: 2/17/2015

Parcel Address: 260 4th Street So.

Bayport, MN 55003

Applicant:AFFORDABLE COMFORT

Applicant Phone: 651-770-0603

AFFORDABLE COMFORT MECHANICAL, dba Apollo

Construction Value:\$3,305.00

Total Fees: \$80.00



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

City of Bayport
SPECIAL EVENT APPLICATION

A special event application form is required for individuals or organizations who wish to hold a public or private event, which includes a request for special city services or use of equipment and/or alters the general use of city property, parks, buildings, or grounds. Examples of items that would prompt a special event application include music, inflatable devices, tents, generators, food/product vendors, arbors and/or chairs, barricades, and similar items. Special event applications require City Council approval. Therefore, it is important to plan ahead and submit the application form to City Hall at least three weeks prior to a regularly scheduled City Council meeting, which is usually held the first Monday of the month. Following the City Council meeting, city staff will inform the applicant whether or not the event was approved. City staff will also work with the applicant to coordinate requests for city services and/or equipment associated with the event.

Property information

City property: Lakeside Park Barker's Alps Park Perro Park Village Green Park

Street, alley, or other city property description: _____

Private property address: _____

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

Applicant/Contact Name: Bob Johnson / Dr. Scott Edlin 651-351-5070

Organization/Business Name: BCAL Tammy Jorgenson 651-354-8354

Main Phone Number: 651 319-3212(w) Alternate Phone Number: 651 434-8894(h)

Address: P.O. Box 133

City/State/Zip: Bayport, Mn. 55003

Email Address: ~~bobj@minn.com~~ bobj@minn.com

Event Information

Start Date: June 22 2015 End Date: October 12, 2015

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

Weekday Hours: 11:00 - 8:00 pm Weekend Hours:

Description of event, activities, location and proposed alteration of city property:
 Farmers market moved to Village Green
 - easier access for elderly or disabled
 - shade for vendors, customers
 - more visible

Description of Requested City Services and/or Equipment

- Barricades (if needed)
- 2-3 trash cans
- occasional police presence
- electrical use (maybe)
- NO driving on Village Green

Application Requirements and Fees

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

Applicant Acknowledgement and Signature

The undersigned understands that this application will be processed in accordance with established city review procedures at such time as it is deemed complete. Failure by the applicant to supply accurate and necessary information as requested by the city may be cause for denying this application. The undersigned hereby applies for the request as stated in this application form and in understanding the conditions of this application as described above, declare that the information and materials submitted in support of this application are complete, to the best of their knowledge.

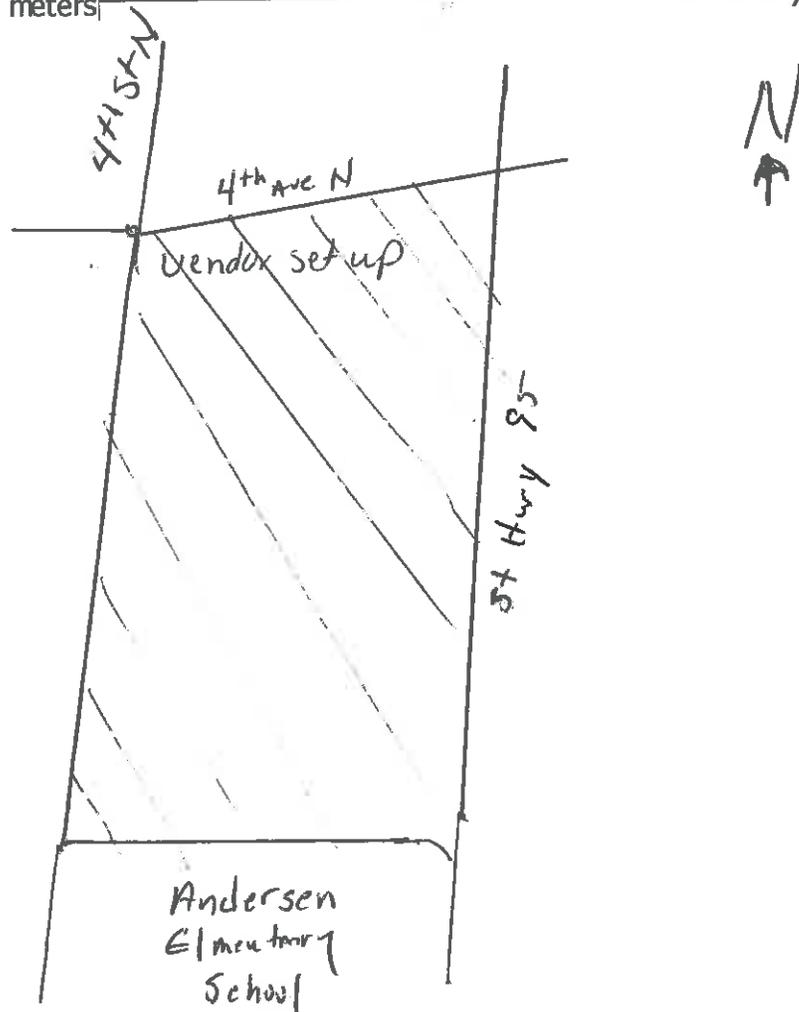
Signature: Dr. Scott E. _____

Date: 2-11-2015

Office Use - Fees	Amount Due	Date	Payment	State
Processing Fee (required) \$15.00 Public entity/Non-profit \$50.00 Individual/For-profit	<input checked="" type="checkbox"/> \$15.00 <input type="checkbox"/> \$50.00	Received: <u>2/12/15</u> <u>Tamar Jorgenson</u>	<input type="checkbox"/> Cash <input checked="" type="checkbox"/> Check # <u>2444</u>	KJ
Rental Fees (as applicable, per applicant and/or city) \$10.00 + tax Per trash receptacle/barricade \$25.00 + tax Per picnic table	<input type="checkbox"/> \$ _____ <input type="checkbox"/> \$ _____	Invoiced: _____ Received: _____	<input type="checkbox"/> Cash <input type="checkbox"/> Check	
Damage Deposit (as applicable per city, up to \$500.00) Payment must be on a separate check. Notes: <u>N/A</u>	<input type="checkbox"/> \$ _____	Invoiced: _____ Received: _____ Inspected: _____	<input type="checkbox"/> Destroyed check <input type="checkbox"/> Retained deposit in the amount of \$ _____	
Certificate of Liability Insurance Required: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Date Received: <u>1/2015</u>				



Google earth





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

City of Bayport
SPECIAL EVENT APPLICATION

A special event application form is required for individuals or organizations who wish to hold a public or private event, which includes a request for special city services or use of equipment and/or alters the general use of city property, parks, buildings, or grounds. Examples of items that would prompt a special event application include music, inflatable devices, tents, generators, food/product vendors, arbors and/or chairs, barricades, and similar items. Special event applications require City Council approval. Therefore, it is important to plan ahead and submit the application form to City Hall at least three weeks prior to a regularly scheduled City Council meeting, which is usually held the first Monday of the month. Following the City Council meeting, city staff will inform the applicant whether or not the event was approved. City staff will also work with the applicant to coordinate requests for city services and/or equipment associated with the event.

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

Applicant Information	<input type="checkbox"/> Individual/For-profit organization <input checked="" type="checkbox"/> Public entity/Non-profit organization
Applicant/Contact Name: <i>Bob Johnson</i>	
Organization/Business Name:	
Main Phone Number: <i>(651) 439-8894 (h)</i> Alternate Phone Number: <i>(651) 379-3212 (w)</i>	
Address: <i>130 So. 6th St.</i>	
City/State/Zip: <i>Bayport, MN 55003</i>	
Email Address: <i>bobj@mirinc.com</i>	

Event Information	
Start Date: <i>6/27/15</i>	End Date: <i>6/27/15</i>
Day(s): <input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday <input type="checkbox"/> Sunday <input checked="" type="checkbox"/> Saturday	
Weekday Hours:	Weekend Hours: <i>1:00 - 5:00 p.m.</i>

Description of event, activities, location and proposed alteration of city property:
Dore's Place Shelter House Pig Roast fundraiser. The event will take place on the Bayport Village green. Activities include: Live auction, silent auction, bingo, live music, kid's games, food service, beer and wine coolers. Other than the placement of a large tent and portable stage for the band, no alteration to City property is necessary.

Description of Requested City Services and/or Equipment

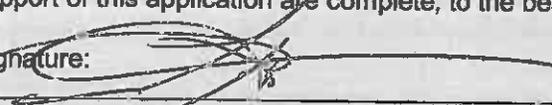
- Barricades for blocking of 4th St
 - All power on to receptacles on Village Green and to utility building
 - 6 picnic tables placed on Village Green
 - 4 Trash receptacles with liners
 - Police presence during event
 - Fire Truck on site for display
- NOTE: - One Pur-A-Pak with hand-ramp accessibility will be dropped off on 6/26/15 and picked up on 6/29/15.*
- Beer and wine coolers will be served by Support Region. License on file.
 - Bingo will be conducted by Support Region under their gambling license

Application Requirements and Fees

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

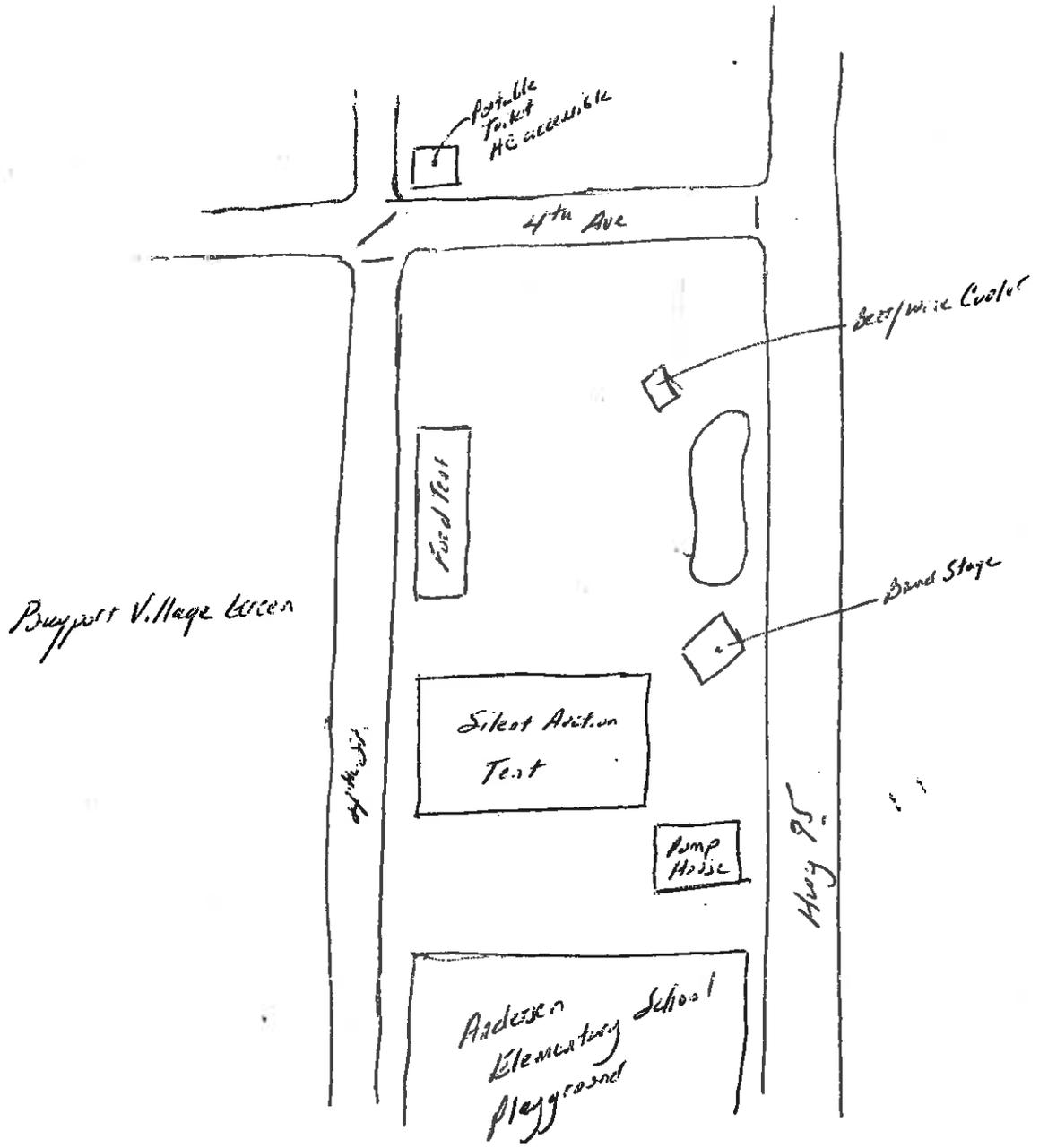
Applicant Acknowledgement and Signature

The undersigned understands that this application will be processed in accordance with established city review procedures at such time as it is deemed complete. Failure by the applicant to supply accurate and necessary information as requested by the city may be cause for denying this application. The undersigned hereby applies for the request as stated in this application form and in understanding the conditions of this application as described above, declare that the information and materials submitted in support of this application are complete, to the best of their knowledge.

Signature: 

Date: 2/2/15

Office Use - Fees	Amount Due	Date	Payment	Staff
Processing Fee (required) \$15.00 Public entity/Non-profit \$50.00 Individual/For-profit	<input checked="" type="checkbox"/> \$15.00 <input type="checkbox"/> \$50.00	Received: 2/1/15	<input type="checkbox"/> Cash <input checked="" type="checkbox"/> Check 8705 KJH	
Rental Fees (as applicable, per applicant and/or city) \$10.00 + tax Per trash receptacle/barricade \$25.00 + tax Per picnic table TBD	<input type="checkbox"/> \$ _____ <input type="checkbox"/> \$ _____	Invoiced: _____ Received: _____	<input type="checkbox"/> Cash <input type="checkbox"/> Check	
Damage Deposit (as applicable per city, up to \$500.00) Payment must be on a separate check. Notes:	<input checked="" type="checkbox"/> \$500.00	Invoiced: _____ Received: 2/1/15 Inspected: _____	<input type="checkbox"/> Destroyed check <input type="checkbox"/> Retained deposit in the amount of \$ _____	
Certificate of Liability Insurance Required: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Date Received: BCAL				





February 2, 2015

City of Bayport
294 North 3rd St.
Bayport, MN 55003

Dear Mayor St. Ores and members of the Bayport City Council,

On behalf of Bethlehem Lutheran Church and the Dane's place Shelter house committee, we are submitting this request and Special Event Application for the "Dane's Place" 10th annual Pig Roast fundraising event.

The event will be held on Saturday, June 27th on the Bayport Village green from 1:00 to 5:00 p.m.

We would appreciate your support of this event by accepting this application and joining our community in the festivities.

The event will include:

PIG ROAST: Pork butts prepared on-site in two portable roasters. Catered by Bethlehem Lutheran Church.

Menu as follows:

- Pulled Pork Sandwich or two hot dogs.
- Beans
- Cole Slaw
- Watermelon Wedge
- Chips
- Dessert
- Lemonade/Coffee/Bottled Water.

A special event application has been submitted to the Washington County Department of Public Health and will be provided when approved.

BEVERAGES: Tap beer, wine coolers and canned soft drinks will be sold and staffed by Bayport Legion. A special event application for a 1-Day permit is attached for your signed approval and will be submitted to the Alcohol and Gambling Enforcement Division. Approved application will be provided when received from the MDPS.



EVENTS: Silent Auction, Live Auction, BINGO, Children's Games will be provided. BINGO will be conducted by the Bayport Legion. A Special Event application is attached for your signed approval and will be provided when received from the MSGCB.

LIVE MUSIC: Will be provided.

TENT: 40' x 40' tent to be set up on the Village Green by event volunteers on Friday, 6/26 and taken down on Monday, 6/29.

TABLES/CHAIRS: Will be provided by the Stillwater Lion's Club.

PORTABLE TOILET: large handicapped accessible toilet will be dropped off on Friday, 6/26 and picked up on Monday, 6/29.

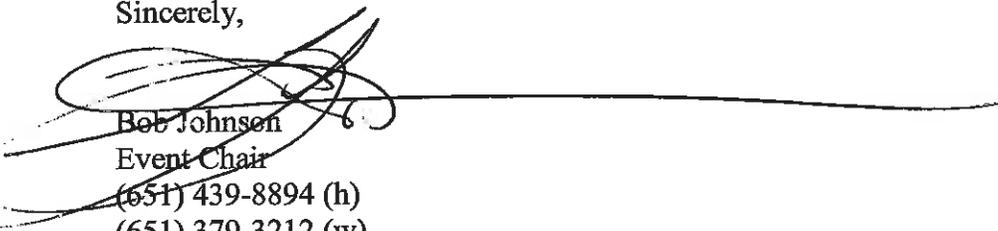
TICKET SALES: On-site the day of the Pig Roast.

REQUEST FOR CITY SERVICES:

- 4 trash receptacles and extra liners.
- 6 Picnic Tables placed on Village Green morning of event – 6/27.
- All power on to all receptacles and utility building.
- Barricades for 4th St. N.
- Police presence during event times.
- Fire truck/police cruiser on location for display.

Many thanks for your continued support of this popular and worthwhile event !

Sincerely,



Bob Johnson
Event Chair
(651) 439-8894 (h)
(651) 379-3212 (w)
bobj@mirinc.com



Minnesota Department of Public Safety
 Alcohol and Gambling Enforcement Division
 445 Minnesota Street, Suite 222, St. Paul, MN 55101
 651-201-7500 Fax 651-297-5259 TTY 651-282-6555

**APPLICATION AND PERMIT FOR A 1 DAY
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization <i>Bethlehem Lutheran Church</i>		Date organized	Tax exempt number <i>ES 22463</i>	
Address <i>490 N. 4th St.</i>		City <i>Bayport</i>	State <i>Minnesota</i>	Zip Code <i>55003</i>
Name of person making application <i>Bob Johnson</i>		Business phone <i>651-379-3212</i>		Home phone <i>651-439-8894</i>
Date(s) of event <i>June 27th, 2015</i>		Type of organization <input type="checkbox"/> Club <input type="checkbox"/> Charitable <input checked="" type="checkbox"/> Religious <input type="checkbox"/> Other non-profit		
Organization officer's name		City	State	Zip
<i>X</i>			<i>Minnesota</i>	
Add New Officer ...				

Location where permit will be used. If an outdoor area, describe.
City of Bayport Village Green. Intersection of Hwy 95 and 4th Ave. Bayport, MN

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.
American Legion Mesky Jensen Post 491. Bayport, MN

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

<i>City of Bayport</i> City/County	Date Approved
<i>\$50.00</i> City Fee Amount	Permit Date
<i>February 17, 2015</i> Date Fee Paid	City/County E-mail Address

Signature City Clerk or County Official _____ Approved Director Alcohol and Gambling Enforcement _____
 CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US



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

Date: February 05, 2015
To: Mayor and City Council
From: Wanda Madsen, Finance Officer
RE: Waiver of statutory tort liability limits for city insurance coverage

BACKGROUND

Each year, the city is asked to decide whether or not it wishes to waive the monetary limits on municipal tort (lawsuit) liability established by Minnesota Statutes 466.04. In the past, the city has chosen not to waive the monetary limits in order to protect itself from the threat of a lawsuit beyond the state maximum amount of \$1,500,000.

RECOMMENDATION

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



CONNECTING & INNOVATING
SINCE 1913

LIABILITY COVERAGE – WAIVER FORM

LMCIT members purchasing coverage must complete and return this form to LMCIT before the effective date of the coverage. Please return the completed form to your underwriter or email to pstech@lmc.org

This decision must be made by the member's governing body every year. You may also wish to discuss these issues with your attorney.

League of Minnesota Cities Insurance Trust (LMCIT) members that obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant would be able to recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits apply regardless of whether the city purchases the optional excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could potentially recover up to \$2,000,000 for a single occurrence. (Under this option, the tort cap liability limits are waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2 million.) The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

City of Beershot selects liability coverage limits of \$ 2,500,000 from the League of Minnesota Cities Insurance Trust (LMCIT).

Check one:

- The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04.
- The member **WAIVES** the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04 to the extent of the limits of the liability coverage obtained from LMCIT.

Date of city council/governing body meeting 03-02-2015

Signature Wanda Macken

Position Finance Officer



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

Date: February 19, 2015

To: Mayor and City Council

From: Logan Martin, City Administrator

Re: Renewal of boat trailer parking license agreement with Andersen Corporation

BACKGROUND

Attached please find the draft boat trailer parking license agreement with Andersen Corporation for 2015. The agreement provides for parking in a designated area in the company lot near the end of Fourth Avenue North, adjacent to the river. The terms are unchanged from last year, and city staff has reviewed the draft to ensure consistency with the agreed upon terms.

RECOMMENDATION

Staff recommends the City Council adopt a motion renewing the boat trailer parking license agreement with Andersen Corporation for 2015, effective May 1, 2015 - September 30, 2015.

PARKING LICENSE AGREEMENT

THIS PARKING LICENSE AGREEMENT ("Agreement") is made effective as of this ____ day of _____, 2015, between Andersen Corporation, a Minnesota corporation with an address of 100 Fourth Avenue North, Bayport, MN 55003 ("Andersen"), and the City of Bayport, a Minnesota municipal corporation (the "City").

WHEREAS, Andersen owns that certain parking area shown on the attached Exhibit A (the "License Area") located upon real property located in Washington County, Minnesota legally described as Mill Lots 6 and 7 of the Plat of Bayport (formerly South Stillwater) on file and of record in the Office of the County Recorder of Washington County ("Property"); and

WHEREAS, the City has a legally recorded Dedication Deed for the 4th Avenue street right-of-way and the City has for years used the portion of the right-of-way that extends into the Lake St. Croix River as a boat launch ("Boat Launch"); and

WHEREAS, the City wishes to obtain a license for parking purposes upon the License Area to serve the Boat Launch; and

WHEREAS, the parties have agreed to the terms and conditions set forth herein with regard to the License Area.

NOW, THEREFORE, for good and valuable consideration, the parties hereto agree as follows:

1. **Non-Exclusive License.** Andersen hereby grants to the City a non-exclusive right and license to allow individuals who live in the City and who have applied for and received a Parking Permit (as defined below) to use the License Area for the purpose of parking vehicles with boat trailers, subject to the terms and conditions set forth herein (the "License"). Upon the terms and conditions set forth herein, the City will have the right to allow Parking Permit holders to park on the License Area and to use Andersen's adjacent Property for ingress and egress to and from 4th Avenue to the License Area following the routes designated by Andersen. Parking will occur on a first come, first served basis; provided, however, that not more than twenty (20) vehicles with boat trailers may be parked on the License Area on weekends and Holidays (as defined herein) and not more than five (5) vehicles with boat trailers may be parked on the License Area on weekdays. The City, at its expense, will install signs specifically designating the parking spaces permitted to be used on the License Area.
2. **Term.** The term of the License will commence on May 1, 2015 and expire as of September 30, 2015 (the "Term"), unless terminated earlier as set forth herein. Notwithstanding the foregoing, if Andersen is reasonably concerned about flooding on the License Area, Andersen may suspend the License upon written notice during any time period for which flooding reasonably remains a concern for Andersen. Notwithstanding anything to the contrary set forth herein, Andersen may terminate the License at any time upon thirty (30) days prior written notice if use of the License Area interferes with the operation of Andersen's business activities in Andersen's reasonable judgment.
3. **Days and Times of Usage.** The License Area may only be used during the Term between the hours of 6:00 AM to 10:00 PM. Overnight parking on the License Area is not allowed.
4. **Permitted Uses.**
 - (a) The License Area will be used for the sole purpose of parking and for no other purpose. The City and its employees, contractors, agents, invitees, Parking Permit holders and other users (collectively, the "City Parties") will not use the License Area or adjacent Property in any way that would damage, injure or interfere with Andersen's Property or business operations.
 - (b) The City will enact, maintain and enforce an ordinance limiting use of the Boat Launch for the launching of non-commercial watercraft. Such ordinance shall contain language prohibiting long-

term parking of boats, fishing, tanning or other loitering, and swimming or diving. The City, at its expense, will post signage warning the public of prohibited activities. The City will be solely responsible to ensure the following: (i) noise levels concerning the Boat Launch and License Area are kept at or below the acceptable noise levels, as per Section 26-30 of the Bayport Municipal Code, (ii) the City Parties do not disturb the peace, (iii) there are no safety hazards, (iv) the City Parties do not cause unreasonable congestion in the area of 4th Avenue and/or the License Area and (v) any structures placed on the License Area or Boat Launch shall be removed from November 1 to April 1.

5. **Permits.** The City will ensure that anyone parking upon the License Area must display a parking permit issued by the City ("Parking Permit") on the lower left side of the boat trailer. The City will issue Parking Permits only to individuals who live or work within the municipal boundaries of the City. The City will provide to Parking Permit holders a copy of the rules and restrictions on the usage of the Boat Launch and the License Area. The City police will patrol the lot at least three times per day and will ticket and tow vehicles within the License Area that do not display the Parking Permit or an Andersen employee parking permit. Andersen may tow any such vehicles not promptly towed by the City upon Andersen's request and the City will reimburse Andersen for the costs of any such towing.
6. **Trespassing.** The City, at its sole expense, will install signage approved by Andersen that warns users against trespassing upon any property owned by Andersen. The City police will patrol the License Area and Boat Launch at least three times per day to ensure public users are not trespassing upon Andersen's property.
7. **Trash removal.** The City, at its sole cost, will be responsible for installing and maintaining, within 4th Avenue near the Boat Launch and/or the License Area, as requested by Andersen, adequate trash cans (not dumpsters) for the collection of trash from Boat Launch users. At least once per day on each day during the Term, the City public works staff will (i) empty said trash receptacles and (ii) pick up trash off of the Boat Launch and off of the ground on 4th Avenue, the License Area, and adjacent areas of the Property used by the City Parties for ingress and egress to the License Area. Upon written notice, the City will also install and maintain receptacles for the collection of live bait dumping within 4th Avenue if such dumping becomes an issue in Andersen's reasonable judgment.
8. **Parking.** The City police will patrol 4th Avenue near the License Area at least three times per day and will ticket and tow any unlawfully parked boat trailers, along with any vehicles, along 4th Avenue per Section 54-27.1 of the Bayport Code. The City and Andersen may also enter into a separate annual MOU to limit further parking along 4th Avenue to avoid congestion to the Boat Launch and the License Area.
9. **No Restroom.** The City will not install a portable restroom on the License Area or Boat Launch without Andersen's prior written consent, which may be granted or withheld in Andersen's sole discretion, and will remove any such restroom within three (3) business days after Andersen's request.
10. **Restrictions.** Nothing in this Agreement will give the City any right, title or interest to the License Area other than the license rights set forth herein. The City will not make any alterations, additions or improvements to the License Area. The City will not assign or transfer any rights granted herein beyond the issuance of the Parking Permits.
11. **Signage.** All signage provided for in this Agreement will be reasonably acceptable in size, content and placement to Andersen, and will be installed, maintained and removed at the City's expense.
12. **Maintenance and Operation.**
 - (a) The City will be solely responsible for maintenance, repair and replacement of the Boat Launch at its sole expense. All maintenance, repair and replacement will be done in a manner so as to minimize any disruption or interference with Andersen's property or business operations.
 - (b) The City will be responsible for complying with all statutes, rules, ordinances, orders,

codes and regulations to the extent the same pertain to the Boat Launch and/or the City Parties' use of the Boat Launch, the License Area, and/or the Property.

(c) Without limiting the foregoing or any other provisions of this Agreement, none of the City Parties will improperly release any Hazardous Materials (as herein defined) onto the License Area, and/or the adjacent Property. The City must ensure all Hazardous Materials brought onto the License Area and the adjacent Property are properly collected by the City and removed each day of the Term as required by all applicable Environmental Laws (as herein defined). Upon expiration of the Term, the City will be responsible for all clean-up of the License Area, and the adjacent Property (including the removal of all Hazardous Materials brought onto the License Area by any City Parties) such that the area will be restored to substantially the same condition it was prior to the use of the License Area and adjacent Property by the City Parties. "Environmental Laws" means all statutes, rules, ordinances, orders, codes and regulations relating to the protection of the public health or safety of the environment. "Hazardous Materials" include substances (i) which require remediation under Environmental Laws; or (ii) which are or become defined as a hazardous waste, hazardous substance, pollutant or contaminant under any Environmental Laws; or (iii) which are explosive, corrosive, flammable, infectious, radioactive, carcinogenic or mutagenic; or (iv) which contain petroleum hydrocarbons, polychlorinated byphenyls, asbestos, asbestos containing materials or urea formaldehyde.

(d) The City will remove from the License Area and adjacent Property all personal property brought onto the License Area and/or adjacent Property by any of the City Parties. If any such personal property is not so removed, it will be deemed abandoned and may be retained by Andersen or disposed of by Andersen at the City's cost. All personal property (including vehicles and trash collection receptacles) brought onto the License Area and/or adjacent Property will be brought thereon at the City's sole risk. Except for any willful or wanton misconduct or gross negligence of Andersen, Andersen will have no liability to the City or any of the City Parties for any injury to property, injury to person, and/or any other loss, claims or damages incurred by City in connection with any use of the License Area, Boat Launch and/or adjacent Property by any of the City Parties.

13. **Indemnification and Care of Property.** During the term of this Agreement, except for any willful or wanton misconduct or gross negligence of Andersen, the City will indemnify, defend (at Andersen's request) and hold Andersen harmless against and from any and all liabilities, claims of liability and losses, costs, expenses, and damages (including attorney's fees) suffered by or claimed against Andersen arising during the term of this Agreement out of (i) the use and/or occupancy of 4th Avenue, the Boat Launch, the License Area and/or the adjacent Property by any City Parties, and/or (ii) any breach or default of this Agreement by any City Parties and/or any violation of applicable laws by any City Parties, and/or (iii) any negligent, intentionally tortious or other act or omission of any of the City Parties during the term of this Agreement, and/or (iv) any injury to or death of any person or damage to any property occurring to, on or in 4th Avenue, the Boat Launch, the License Area and/or the adjacent Property. The indemnities given by the City in this Agreement will survive the termination or expiration of this Agreement only with respect to any liability, claim, loss, cost, expense or damage arising during the term of this Agreement. In no event shall the City be required by this Agreement to indemnify or hold Andersen harmless from any liability, claim, loss, cost, expense or damage that arises after the termination or expiration of this Agreement.
14. **Insurance.** The City will maintain General Liability Insurance with minimum limits of not less than the current statutory limits, as provided in Minnesota Statutes, Chapter 466, as amended, per occurrence and Umbrella/Excess Liability Insurance with minimum limits of not less than the current statutory limits per occurrence, as well as all-risk property damage insurance for all of the personal property brought by the City onto the Boat Launch, the License Area and/or the adjacent Property, up to the full replacement value thereof. The City's insurance must cover all risks arising out of use of the Boat Launch, the License Area, and/or the adjacent Property by the City Parties. The City will provide Andersen with an annual insurance certificate showing such coverage and will name Andersen as an additional insured on such policy.
15. **No Warranties.** Andersen makes no warranty to the City of any kind, either express or implied, as to the suitability of the License Area and/or any of the adjacent Property for the City's intended use. Andersen is not obligated to provide any services, electricity, lighting, paving, sweeping or in any other way prepare

any portion of its property for the use permitted hereunder. The License Area and adjacent Property area is made available "AS IS" and "WITH ALL FAULTS." Andersen will use commercially reasonable efforts to maintain the License Area during the Term in substantially the same condition it was in on the date of this Agreement.

16. **Defaults.** In the event any default occurs under this Agreement, Andersen will be entitled to terminate this Agreement immediately, re-enter and repossess the License Area, and/or pursue any other remedy available at law or in equity. Andersen will have the right to seek specific performance to enforce any provisions of this Agreement, as well as the right to seek an injunction to specifically enjoin any actions prohibited by this Agreement. Additionally, Andersen will have the right and option, in its sole discretion, to elect to cure any such default by the City, and to collect from the City all costs incurred in effectuating such cure, including reasonable attorney's fees; and such election may be made by the act of curing such default, and Andersen will not be required to provide written notice thereof to the City. Andersen may pursue any or all of these remedies. No failure of delay by Andersen to assert any right or remedy under this Agreement will be a waiver of that right or remedy if the circumstances giving rise to the right or remedy continue or are repeated. No waiver will be effective unless given in writing. All remedies are cumulative.
17. **Notices.** All notices under this Agreement will be in writing and will be deemed given if delivered personally or sent by reputable overnight courier or mailed by registered or certified mail, return receipt to the following addresses or to such other addresses as a party may notify the other party:

To the City: City Administrator
 City of Bayport
 294 North Third Street
 Bayport, MN 55003

To Andersen:

If by mail: Linda Larson
 Director, Real Estate Services
 Andersen Corporation
 100 Fourth Avenue North
 Bayport, MN 55003

With a copy to: Alan Bernick
 Chief Legal Officer
 Andersen Corporation
 100 Fourth Avenue North
 Bayport, MN 55003

If by overnight courier or personal delivery:

Linda Larson
Director, Real Estate Services
Andersen Corporation
5909 Omaha Avenue North
Oak Park Heights, MN 55082

With a copy to: Alan Bernick
 Chief Legal Officer
 Andersen Corporation
 5909 Omaha Avenue North
 Oak Park Heights, MN 55082

18. Miscellaneous

- (a) This Agreement with its exhibits constitutes the entire agreement of the parties with respect to the subject matter hereof and will not be amended except by a written agreement, signed by an authorized representative of both parties. If there is a conflict between the terms of this Agreement and an exhibit, the terms and conditions of this Agreement will control. No waiver of any provisions of this Agreement will be binding on the parties unless agreed to in writing.
- (b) This Agreement will be governed by and construed in accordance with the laws of the State of Minnesota.
- (c) If any provision of this Agreement will be held by a court of competent jurisdiction to be illegal, invalid or unenforceable, the remaining provisions will remain in full force and effect.
- (d) This Agreement will not be construed as creating a partnership, joint venture or agency relationship.
- (e) The rights, remedies and obligations of the parties contained in or made pursuant to this Agreement which by their terms or clear intent extend beyond the termination or expiration of this Agreement (including without limitation sections 9, 12 and 13 (for claims arising during the term of this Agreement)) will survive the termination or expiration of this Agreement and will remain in full force and effect.

[signatures on next page]

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their officers or elected or appointed officials who have the authority to bind their respective parties effective as of the date set forth above.

ANDERSEN CORPORATION

CITY OF BAYPORT

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

By: _____

Name: _____

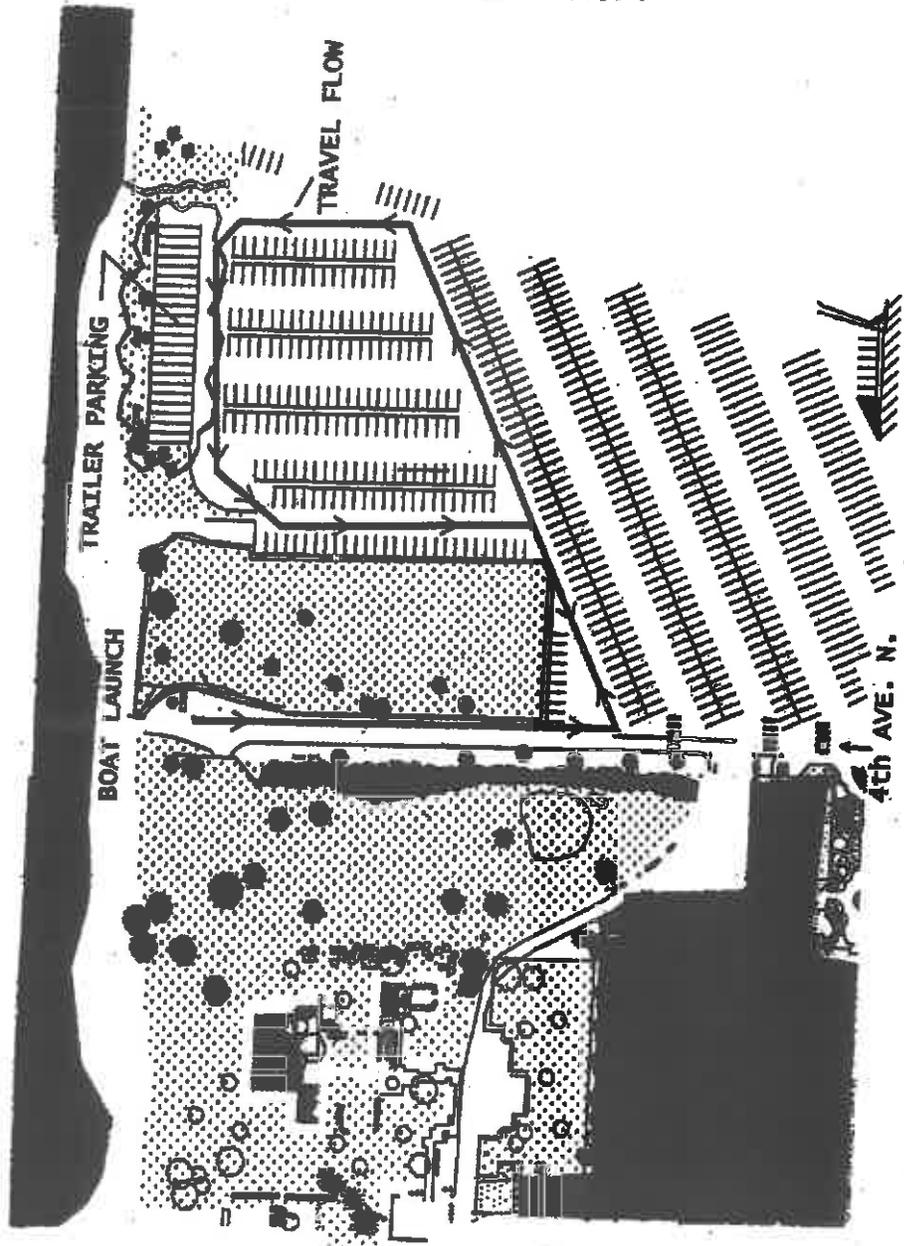
Title: _____

Date: _____

EXHIBIT A

Diagram of License Area

Exhibit A





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

Date: February 23, 2015
To: Honorable Mayor and City Council
From: Logan Martin, City Administrator
Re: **Consider agreement with Springsted Inc., for Municipal Advisor Services related to the Fire Hall bond sale**

BACKGROUND

Staff has been working with Springsted Inc., over the last few months to assist in the financial planning and preparation for the Fire Hall project. As the project enters the bidding and construction phase, it is now necessary to initiate the financial component of the project so funding is in place as needed during construction.

The project is being funded in three ways; a cash contribution from the City of Bayport, public and private grant funds, and the sale of General Obligation Capital Improvement Bonds. The recently approved Fire Services Contract establishes an annual payment toward the building from each partner community, which serves as the funding stream to pay the principle and interest amount on the bonds. Springsted will be assisting us with the sale of these bonds, and as such it is necessary to enter in to a Municipal Advisor Services contract with them to formulize our partnership.

All fees paid to Springsted are included in the final bond amount and will be shared by all partner communities. Until the bond amount is finalized, the total fee for services can only be estimated. At this time, we would estimate the total fee to Springsted for the bond sale to be approximately \$20,000.

RECOMMENDATION

Staff recommends the City Council approve the agreement with Springsted Inc., for Municipal Advisor Services related to the Fire Hall bond sale project.

Attachments

Municipal Advisor Service agreement

AGREEMENT FOR MUNICIPAL ADVISOR SERVICES

THIS AGREEMENT FOR SERVICES ("Agreement") is made as of the 29th day of January, 2015 (the "Effective Date"), by and between the City of Bayport ("Client") and Springsted Incorporated ("Advisor").

WHEREAS, the Client wishes to retain the services of the Advisor on the terms and conditions set forth herein, and the Advisor wishes to provide such services; and

NOW, THEREFORE, the parties hereto agree as follows:

1. Dodd-Frank Compliance. Springsted is a Municipal Advisor as defined in Section 15B the Securities Exchange Act of 1934 and as amended by Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act. For purposes of any Municipal Advisor Services rendered by Advisor, Springsted affirms that it is registered as a Municipal Advisor and in good standing with both the Securities and Exchange Commission (registration #867-00226) and the Municipal Securities Rulemaking Board (registration #K0457). The Advisor shall maintain such registration and compliance with applicable laws and regulations as they pertain to Municipal Advisors during the term of this Agreement.
2. Engagement; Duties. On the terms and conditions set forth herein, Client hereby engages Advisor as its Municipal Advisor. Advisor shall provide those services described in **Appendix A** to Client on an as-requested basis by Client; provided, however, that Advisor's obligations under this Agreement shall be expressly limited to such services. Notwithstanding the foregoing, if Client requests Advisor to provide services in connection with a particular municipal issuance-related matter and the parties agree that the services that will be required to be provided in connection therewith differ in scope from those services set forth on **Appendix A**, the parties shall negotiate a mutually agreeable set of services that will be provided by Advisor to Client. Upon the parties' agreement to a particular set of alternate services, Advisor shall deliver to Client an addendum to this Agreement (an "Addendum"). Any such Addendum shall set forth the scope of Advisor's engagement with respect to such municipal issuance-related matter, as well as any alterations to the terms of this Agreement that may have been agreed upon by the parties in connection with such alternate services.

Client authorizes its City Administrator ("Client Representative") to discuss with Advisor the terms of any such Addendum, and authorizes Client Representative to consult with other Client staff or counsel in order to take any and all actions necessary to negotiate, receive, acknowledge or undertake any other step(s) necessary to effectuate any such Addendum on behalf of Client.

3. Compensation and Expenses. Client shall compensate the Advisor and be responsible for the payment of such expenses as set forth on, and in accordance with, **Appendix B** attached hereto. Unless otherwise noted in Appendix B, compensation shall be due to the Advisor within thirty (30) days of the invoice date. The fees set out herein shall be effective for the twelve (12) month period immediately following the Effective Date and shall extend to any service provided by the Advisor pursuant to this Agreement within said 12-month period. Thereafter, the Advisor's compensation shall be at the rates charged other similar clients as of the time a Debt Obligation is commenced.
4. Term and Termination. This Agreement shall be effective as of the Effective Date and shall remain in effect until terminated by either party for any reason upon thirty (30) days prior written notice to the other party. Provided, however, that a termination of this Agreement shall not relieve Client of its obligations to pay Advisor for all services rendered and reimbursable expenses incurred prior to the effective date of termination.
5. Indemnification; Sole Remedy. The Client and the Advisor each hereby agree to indemnify, defend and hold the other harmless from and against any and all losses, claims, damages, expenses, including without limitation, reasonable attorney's fees, costs, liabilities, demands and cause of action (collectively referred to herein as "Damages") which the other may suffer or be subjected to as a consequence of any act, error, material misstatement or omission of the indemnifying party in connection with any information provided, or the performance or nonperformance of its obligations hereunder, less any payment for damages made to the indemnified party by a third party.

Notwithstanding the foregoing, no party hereto shall be liable to the other for Damages suffered by the other to the extent that those Damages are the consequence of: (a) events or conditions beyond the control of the indemnifying party, including without limitation, changes in economic conditions; (b) actions of the indemnifying party which were reasonable based on facts and circumstances existing at the time and known to the indemnifying party at the time the service was provided; or (c) errors made by the indemnifying party due to its reliance on facts and materials provided to the indemnifying party by the indemnified party.

Neither party shall be entitled to indemnification under this Agreement for Damages related to any service provided hereunder more than three years prior to the date on which a claim for indemnification is first asserted in writing and delivered to the party from which indemnification is asked.

Whenever the Client or the Advisor becomes aware of a claim with respect to which it may be entitled to indemnification hereunder, it shall promptly provide written notice to the other, which shall include a description of the nature of the claim. If the claim arises from a claim made against the indemnified party by a third party, the indemnifying party shall have the right, at its expense, to contest any such claim, to assume the defense thereof, to employ legal counsel in connection therewith, and to compromise or settle the same, provided that any compromise or settlement by the indemnifying party of such claim shall be deemed an admission of liability hereunder. The remedies set forth in this section shall be the sole remedies available to either party against the other in connection with any Damages suffered by it.

6. Confidentiality; Disclosure of Information.

6.1 Client Information. All information, files, records, memoranda and other data of the Client which the Client provides to the Advisor, or which the Advisor becomes aware of in the performance of its duties hereunder ("Client Information"), shall be deemed by the parties to be the property of the Client. Advisor may disclose Client Information to third parties in connection with the performance by it of its duties hereunder.

6.2 Advisor Information. The Client acknowledges that, in connection with the performance by the Advisor of its duties hereunder, the Client may become aware of internal files, records, memoranda and other data, including without limitation computer programs of the Advisor ("Advisor Information"). The Client acknowledges that all Advisor Information, except reports prepared by the Advisor for the Client, is confidential and proprietary to the Advisor, and Client agrees that it will not, directly or indirectly, disclose the same or any part thereof to any person or entity except upon the express written consent of the Advisor.

7. Conflicts of Interest. Client acknowledges that it has received those disclosures set forth and contained within **Appendix C** attached hereto and incorporated herein by reference. Client further acknowledges that it has been given the opportunity to raise questions and discuss the above-referenced matters with Advisor and that it fully appreciates the nature of these conflicts and corresponding disclosures. Client hereby waives such conflicts. In the event any conflict arises during the term of this Agreement, Advisor will promptly disclose the same. Upon receiving any additional disclosures, Client agrees that it will carefully consider any such conflicts, will seek independent advice if it determines it is appropriate, and will, in a writing executed by Client Representative, specifically acknowledge the conflict(s) and, so long as Client believes that Advisor is able to appropriately manage the above-referenced conflicts, authorize Advisor to proceed with the engagement.

8. Dispute Resolution. Upon any dispute under this Agreement, and for a period of 30 days following written notice of a claim or dispute, the senior management of the parties shall first attempt to resolve the dispute informally. If informal dispute resolution is unsuccessful, within 30 days thereafter, the parties shall submit the matter to non-binding mediation before a mutually agreed, certified, neutral third party mediator. If the parties cannot agree upon a mediator, the matter shall be submitted to the American Arbitration Association, Commercial Mediation Division, for selection of a mediator. The parties shall share the cost of the mediator and pay their own mediation expenses and attorney fees. If mediation is unsuccessful, the parties may pursue all available legal and equitable remedies.

9. Miscellaneous.

- 9.1 No Underwriting Participation. The Advisor shall not during the term of this Agreement directly or indirectly engage in the underwriting of any securities issuance.
- 9.2 Delegation of Duties. The Advisor shall not delegate its duties hereunder to any third party without the express written consent of the Client.
- 9.3 No Third Party Beneficiary. No third party shall have any rights or remedies under this Agreement.
- 9.4 Entire Contract; Amendment. This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof, and supersedes all prior written or oral negotiations, understandings or agreements with respect hereto. This Agreement may be amended in whole or in part by mutual consent of the parties, and this Agreement shall not preclude the Client and the Advisor from entering into separate agreements for other projects.
- 9.5 Governing Law. The parties agree and acknowledge that any action brought for breach of this Agreement or to enforce any of its provisions shall be brought in the Circuit Court of Ramsey County, Minnesota. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota.
- 9.6 Change in Laws or Regulations. The parties agree and acknowledge that changes in law or regulations issued by federal or state authorities may affect the terms of this Agreement. If there are any changes in law or regulations made after the date of this Agreement, the Client agrees to amend this Agreement if required, to maintain compliance with all applicable laws and regulations. Unless stated otherwise in this Agreement, Advisor may amend this agreement at any time by providing thirty (30) days advance written notice to Client. If no objection is made by the client within thirty (30) days following delivery of such notice, Advisor will assume Client's inactivity constitutes consent.
- 9.7 Severability. To the extent any provision of this Agreement shall be determined invalid or unenforceable, the invalid or unenforceable portion shall be deleted from this Agreement, and the validity and enforceability of the remainder shall be unaffected.
- 9.8 Notice. All notices required hereunder shall be in writing and shall be deemed to have been given when delivered, transmitted by first class, registered or certified mail, postage prepaid and addressed as follows:

If to the Client:

City of Bayport
294 North Third Street
Bayport, MN 55003
Attention: Logan Martin, City Administrator

If to the Advisor, to:

Springsted Incorporated
380 Jackson Street, Suite 300
Saint Paul, MN 55101-2887
Attention: Managing Principal

The foregoing Agreement is hereby entered into on behalf of the respective parties by signature of the following persons each of whom is duly authorized to bind the parties indicated.

FOR CLIENT

SPRINGSTED INCORPORATED

Logan Martin
Print Name

City Administrator
Title

Susan St. Ores
Print Name

Mayor
Title

Paul Steinman
Print Name

Vice President
Title

**APPENDIX A OF AGREEMENT BETWEEN
City of Bayport, Minnesota**

AND

Springsted Incorporated

Effective as of January 29, 2015

SCOPE OF SERVICES

A. General Municipal Advisory Services

Unless otherwise agreed to by the parties, in connection with any request for services relative to any financial topic, new project concept planning or other financially related topic or project (each referred to herein as a "Project"), the Advisor shall perform the following services, as applicable:

1. Provide general financial advice relative to a Project.
2. Survey the resources available to determine the financial feasibility of a Project.
3. Assist in the development of a plan or plans for a particular Project that may be available and appropriate for such Project.
4. Recommend to the Client a plan for any Project.
5. Advise the Client on current market conditions, federal, state or other law considerations, and other general information and economic data that might be relevant to any Project.
6. Assist Client in coordinating the activities between various parties to any Project as needed.
7. Assist Client in selecting and, working with, members of a working group to procure services deemed necessary to a Project. Services that may be procured may include, but are not limited to: general counsel; special tax counsel; credit facilities; credit rating; and engineering or design services.
8. Assist with the review of all documents, including but not limited to any governing body resolutions, purchase agreement, and any other relevant documents.
9. Assist the Client with other components of a Project as requested and agreed upon.
10. Coordinate with the proper parties and oversee the completion of each Project.

B. Securities Issuance

Unless otherwise agreed to by the parties, in connection with any request for services relative to any new money issuance, refunding of a prior issuance or other financings (each referred to herein as a "Transaction"), the Advisor shall perform the following services, as applicable:

1. Provide general financial advice relative to any Transaction.
2. Survey the financial resources of the Client to determine its borrowing capacity and analyze existing debt structure as compared to the existing and projected sources of revenues.
3. Assist in the development of a plan or plans for the financing or refinancing of any improvements through the issuance of general bond obligations, loans and/or notes, school bonds, revenue or refunding bonds, or other type of financing alternatives that may be available and appropriate for the particular issuance ("Debt Obligations").
4. Recommend to the Client an amount, the maturity structure, call provisions, pricing, and other terms and conditions of the Debt Obligation.

5. Advise the Client on current market conditions, forthcoming bond, loans and note issues, federal, state or other tax law considerations, and other general information and economic data that might normally be expected to influence the interest rates of the financing.
6. Assist the Client in the analysis of and the selection of a credit rating firm or Firms for the Debt Obligation and further assist in the development and presentation of information to obtain a credit rating or credit ratings for the Debt Obligation.
7. Advise the Client on utilizing credit enhancement and provide assistance in seeking such credit enhancement if, in the opinion of the Advisor, such credit enhancements would be advantageous to the Client.
8. Assist Client in coordinating the financing activities between various parties to any Transaction as needed.
9. Assist Client in selecting and, working with, members of a working group to procure services deemed necessary to the issuance or post-issuance requirements of the Debt Obligation. Services that may be procured may include, but are not limited to: bond counsel; special tax counsel; disclosure counsel; trustee selection; paying agent selection; credit facilities; underwriter; and printing services.
10. Assist with the review of all financing documents, including but not limited to the preliminary and final offering statement, any governing body resolutions, purchase agreement, and any official notice of sale.
11. Communicate with potential underwriters or investors, as appropriate to any Transaction, to ensure that each is furnished with the information they need to render an independent, informed purchase or investment decision concerning the Client's proposed financing.
12. Coordinate with the proper parties and oversee the closing process so as to ensure the efficient delivery of the Debt Obligations to the applicable purchaser.

C. Arbitrage Monitoring Services

Upon receipt of written authorization by the Client to proceed, Advisor shall, based on information supplied by Client, make arbitrage calculations (to include for purposes of this document, rebate and yield reduction calculations) required by Section 148 of the Internal Revenue Service ("IRS") Code and related U.S. Treasury regulations with respect to specified Debt Obligations for the period of time designated for any such Debt Obligation. In carrying out its duties, the Advisor shall periodically, for each specified Debt Obligation:

1. Determine the yield on the applicable Debt Obligation;
2. Determine if spending exceptions have been met;
3. Determine the amount of any arbitrage payment due the IRS;
4. Notify Client and/or its designee of any liability amount;
5. Prepare for submission by Client the form/s with which to submit any payment amount due to the IRS at the appropriate intervals throughout the term of the engagement relative to each specified Debt Obligation;

Client agrees to timely provide the Advisor with accurate information concerning cash and investment activity within all funds relative to the subject Debt Obligations. The information to be provided shall include:

1. Deposits and withdrawals of proceeds or money from other sources within any funds subject to the IRS arbitrage rules;
2. Payments of principal and interest on the Debt Obligations; and
3. All investment activity including:
 - a) Date of purchase or acquisition;
 - b) Purchase price of investments including any accrued interest;
 - c) Face amount and maturity date;

- d) Stated rate of interest;
 - e) Interest payment dates;
 - f) Date of sale, transfer, or other disposition;
 - g) Sale or disposition price; and
 - h) Accrued interest due on the date of sale or disposition;
4. Any other information necessary for the Advisor to make the calculations required for the specified Debt Obligation.

D. Continuing Disclosure Services

Upon receipt of written authorization from the Client to proceed, Advisor shall, based on the information supplied thereby, assist Client in satisfying its obligations for specified Debt Obligations under any applicable continuing disclosure undertaking executed by and requiring the Client to provide certain financial information and operating data and timely notices of the occurrence of certain events determined to be significant to investors. Such assistance will include the following for each specified Debt Obligation:

1. Compile, as needed, and file an annual report according to the continuing disclosure undertaking (the "Undertaking") executed by Client pursuant to SEC Rule 15c2-12(b)(5) for the Debt Obligation(s) for submission by Client to the Municipal Securities Rulemaking Board (MSRB) and the State Information Depository (SID), as applicable. The annual report will generally include:
 - a) An annual audited financial statement to be prepared by Client's accountants.
 - b) Updates of certain specified operating and financial data if not included in the annual audited financial statement.
2. Monitor through periodic requests for information, the significant events listed in the Undertaking and assist, as necessary, in the drafting and filing of a significant event notice relative thereto.
3. Advisor will furnish a receipt of filing for any continuing disclosure filing made within 30 days after its submission to the MSRB.

Client agrees to provide the Advisor with accurate information with respect to compiling the annual report in a timely manner and to fully disclose to Advisor any significant events as they occur.

**APPENDIX B OF AGREEMENT BETWEEN
City of Bayport, Minnesota**

AND

Springsted Incorporated

Effective as of January 29, 2015

A. COMPENSATION FOR SERVICES RELATING TO CLIENT'S DEBT OBLIGATIONS

1. a. General obligation debt:
 - Base fee of \$7,500 for a bond issuance, plus
 - \$5 per \$1,000 for the first \$2,500,000 of bonds issued
 - \$1 per \$1,000 for amounts over \$2,500,000 of bonds issued
 - b. The foregoing schedule shall include the Advisor's services through closing of a Debt Obligation. If the Advisor performs post-closing services relative to a Debt Obligation, it shall be compensated for such services at the hourly rates set out in paragraph B of this appendix.
 - c. A single Debt Obligation with multiple financing plans is charged per plan with a discount of \$4,000 per plan applied after the first plan.
 - d. Non ad valorem supported debt and advance refunding shall be compensated at 1.25 times the fee set out in paragraph 1.a. above.
 - e. Debt Obligations dependent on successful referenda shall be compensated at 1.10 times the fee set out in paragraph 1.a. above.
 - f. In the event it is necessary for the Advisor to repeat Debt Obligation services because of events beyond the Advisor's control, the Advisor shall be compensated for such repetitive services at the hourly rates set out in the foregoing paragraph B. of this Appendix. The Advisor shall not be entitled to compensation under this section for failed referenda unless otherwise provided by agreement between the Client and the Advisor.
 - g. The Advisor's fees shall be payable as follows:
 - (i) For a Debt Obligation, fees shall be contingent upon closing of the Debt Obligation, except that if the Debt Obligation is awarded but cannot be closed by reason of an error, act or omission of the Client, the Advisor shall be paid the amount which it would have been due upon closing.
 - (ii) If an issuance does not close for a reason that is beyond the control of the Client and without fault of the Client, then the Advisor shall be compensated at one-half the amount which would have been due upon closing.
 - (iii) Fees for services provided in connection with a private placement are not contingent on the successful placement of the Debt Obligation.
 - (iv) If a Client Debt Obligation is abandoned for any reason and the Advisor is without fault for such abandonment, the Advisor shall be paid a fee in the amount that would have been due if the Advisor's services to the point of abandonment had been charged at the hourly rate set out in paragraph B. herein however not more than the fee had the Debt Obligation been issued. A Debt Obligation shall be deemed abandoned upon notice by the Client to the Advisor of abandonment or whenever the Client has taken no action with respect to the Debt Obligation within one year, whichever occurs first. Delay in the issuance of Debt Obligations resulting from failed authorization

referenda shall not constitute abandonment unless otherwise provided by agreement between the Client and the Advisor.

2. The Client shall be responsible for issuance expenses including, without exclusion of other expenses: (i) posting and distributing the Official Statement, (ii) legal fees, (iii) printing, (iv) delivery and settlement, (v) travel, (vi) rating fees, (vii) out-of-pocket Debt Obligation related expenses, and (viii) governmental and governmental agency fees and charges.

B. HOURLY RATES FOR NON-DEBT ISSUANCE RELATED SERVICES

Principal, Senior Officer	\$260
Senior Professional Staff	\$215
Professional Staff.....	\$160
Associates	\$ 75

C. ARBITRAGE AND REBATE MONITORING SERVICES

1. Fees for arbitrage services shall be as applied as follows:
 - a. \$1,500 per determination per Debt Obligation when such determinations are made annually as of the selected computation date of the applicable Debt Obligation's date of issuance, or
 - b. \$1,500 for the first year, plus \$400 for each additional year up to a five year period per determination for each Debt Obligation when such determinations are made for periods in excess of one year.
2. At such time as the original proceeds and investment earnings thereon are completely expended and only a non-commingled bona fide debt service fund remains, the Advisor will notify the Client if compliance with the arbitrage provisions can be accomplished through monitoring of the Debt Service fund. In the event such recommendation is made and it is accepted by the Client, the Advisor will perform monitoring activities for a fee of \$400 for annual monitoring or \$850 for monitoring at the close of every fifth bond year. If, for any determination period, monitoring reveals that the debt service fund is no longer bona fide and a rebate calculation must be performed, any charge for monitoring for that determination period will apply toward the applicable fee for rebate and arbitrage services.
3. If (i) separate information for each Debt Obligation is not provided, (ii) Advisor is required to perform allocations of investments among funds, or (iii) the Advisor is required to perform other analysis, additional compensation will be charged for such allocations/analyses at the hourly rates in paragraph B.

D. CONTINUING DISCLOSURE SERVICES

Report preparation and filing per type of obligation:

- a. Full disclosure report created by Advisor, \$1,300, plus \$200 each debt obligation
- b. Full or limited disclosure official statement with updated data that can be referenced, \$0, plus \$200 each debt obligation
- c. Full disclosure all operating data included within CAFR, \$600, plus \$200 each debt obligation
- d. Limited disclosure, \$600, plus \$200 each debt obligation

Client shall be responsible for county auditor certification fees, if required, and any legal fees incurred in connection with determining compliance with continuing disclosure certificates or interpretation of significant events or filing of the annual report.

E. EXPENSES AND HOURLY FEES

Amounts due the Advisor for expenses and services charged at hourly rates shall not be contingent.

APPENDIX C OF AGREEMENT BETWEEN
City of Bayport, Minnesota

AND

Springsted Incorporated

Effective as of January 29, 2015

VARIOUS FORMS OF COMPENSATION

In connection with our fiduciary duty, we are hereby providing to you written disclosures about the actual or potential conflicts of interest presented by various forms of compensation.

We must provide this disclosure unless you have required that a particular form of compensation be used.

Forms of compensation; potential conflicts. The forms of compensation for municipal advisors vary according to the nature of the engagement and requirements of the client, among other factors. Various forms of compensation present actual or potential conflicts of interest because they may create an incentive for an advisor to recommend one course of action over another if it is more beneficial to the advisor to do so. This document discusses various forms of compensation and the timing of payments to the advisor.

Fixed fee. Under a fixed fee form of compensation, the municipal advisor is paid a fixed amount established at the outset of the transaction. The amount is usually based upon an analysis by the client and the advisor of, among other things, the expected duration and complexity of the transaction and the agreed-upon scope of work that the advisor will perform. This form of compensation presents a potential conflict of interest because, if the transaction requires more work than originally contemplated, the advisor may suffer a loss. Thus, the advisor may recommend less time-consuming alternatives, or fail to do a thorough analysis of alternatives. There may be additional conflicts of interest if the municipal advisor's fee is contingent upon the successful completion of a financing, as described below.

Hourly fee. Under an hourly fee form of compensation, the municipal advisor is paid an amount equal to the number of hours worked by the advisor times an agreed-upon hourly billing rate. This form of compensation presents a potential conflict of interest if the client and the advisor do not agree on a reasonable maximum amount at the outset of the engagement, because the advisor does not have a financial incentive to recommend alternatives that would result in fewer hours worked. In some cases, an hourly fee may be applied against a retainer (e.g., a retainer payable monthly), in which case it is payable whether or not a financing closes. Alternatively, it may be contingent upon the successful completion of a financing, in which case there may be additional conflicts of interest, as described below.

Fee contingent upon the completion of a financing or other transaction. Under a contingent fee form of compensation, payment of an advisor's fee is dependent upon the successful completion of a financing or other transaction. Although this form of compensation may be customary for the client, it presents a conflict because the advisor may have an incentive to recommend unnecessary financings or financings that are disadvantageous to the client. For example, when facts or circumstances arise that could cause the financing or other transaction to be delayed or fail to close, an advisor may have an incentive to discourage a full consideration of such facts and circumstances, or to discourage consideration of alternatives that may result in the cancellation of the financing or other transaction.

Fee paid under a retainer agreement. Under a retainer agreement, fees are paid to a municipal advisor periodically (e.g., monthly) and are not contingent upon the completion of a financing or other transaction. Fees paid under a retainer agreement may be calculated on a fixed fee basis (e.g., a fixed fee per month regardless of the number of hours worked) or an hourly basis (e.g., a minimum monthly payment, with additional amounts payable if a certain number of hours worked is exceeded). A retainer agreement does not present the conflicts associated with a contingent fee arrangement (described above).

Fee based upon principal or notional amount and term of transaction. Under this form of compensation, the municipal advisor's fee is based upon a percentage of the principal amount of an issue of securities (e.g., bonds) or, in the case of a derivative, the present value of or notional amount and term of the derivative. This form of compensation presents a conflict of interest because the advisor may have an incentive to advise the client to increase the size of the securities issue or modify the derivative for the purpose of increasing the advisor's compensation.

OTHER MATERIAL CONFLICTS OF INTEREST

In connection with our fiduciary duty, we are hereby providing to you a written disclosure regarding actual or potential material conflicts of interest. The following represent the material conflicts of interest known to us as of the date of this Agreement:

Affiliated Entities and Subsidiaries. Advisor's wholly owned subsidiary, Springsted Investment Advisors Incorporated ("SIA") may provide services to Client in connection with the investment of proceeds from an issuance of securities. In such instances, such services will be provided under a separate engagement, for an additional fee. Notwithstanding the foregoing, Advisor may recommend the use of SIA, but Client shall be under no obligation to retain SIA or to otherwise utilize SIA relative to Client's investments.

No additional conflicts of interest have been identified by Advisor.



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

Date: February 24, 2015

To: Honorable Mayor and City Council

From: Logan Martin, City Administrator

Re: **Public Hearing to consider a five year Capital Improvement Plan and the preliminary issuance of General Obligation Capital Improvement Bonds**

BACKGROUND

As authorized at the February 2 City Council meeting, it is necessary to hold a public hearing on the City's Capital Improvement Plan (CIP) and preliminarily approve the issuance of General Obligation Capital Improvement bonds related to the Fire Hall project.

To initiate the bond sale process, the City was required to prepare a separate Capital Improvement Plan (CIP) for the Fire Hall project. As advertised in the City's public hearing notice, the CIP has been available at City Hall for review since February 11 and will remain available upon request. A draft of the CIP is attached, and it should be noted that much of the information covered in the document is required to be included per our bond advisors. Specifically, the tax impact estimates found on the final three pages of the CIP are calculated based on Bayport bearing the entire payment for the bond principal and interest, and do not take into account our cost-share arrangement.

The City proposes to sell General Obligation Capital Improvement bonds with a 15 year payback term. The recently approved Fire Services Contract establishes an annual payment toward the building from each partner community, which serves as the funding stream to pay the principal and interest amount on the bonds. A public hearing must be held before the CIP and bonds may be approved. To review, a schedule of steps in the bond sale process is outlined below.

1. March 2 City Council Meeting
 - o Hold Public Hearing, adopt CIP, and authorize issuance of bonds
2. March 2 – April 2
 - o Public comment period open
3. May 4 City Council Meeting
 - o Set the Bond sale date
4. June 1 City Council Meeting
 - o Sell Bonds (bond proceeds deposited with City on approximately July 1)

After the public hearing is held, the Council is requested to offer preliminary approval of the sale of General Obligation Capital Improvement bonds. Per our current project financing plan, we anticipate needing approximately \$2.4 million in bond sale revenues in order to fully fund the project and associated costs of bond issuance. The attached CIP establishes a maximum bond sale amount of \$2.7 million in order to provide a significant buffer in case the parameters of the project were to change. We do not anticipate needing that level of revenue, nor are we required to sell the maximum amount listed; this action simply ensures that we do not need to redo these administrative functions in the future if the project's status were to change. Lastly, please recall that we are not required to sell bonds based on this preliminary approval, and the bond sale can be postponed or cancelled if the project is delayed.

RECOMMENDATION

Staff recommends adopting a Capital Improvement Plan and providing preliminary approval for the issuance of General Obligation Capital Improvement Bonds thereunder.

Attachments

Resolution adopting Capital Improvement Plan and Preliminary Bond Issuance
Capital Improvement Plan

RESOLUTION NO. _____

**EXTRACT OF THE CITY COUNCIL MEETING MINUTES OF THE CITY OF BAYPORT,
MINNESOTA HELD MARCH 2, 2015**

Pursuant to due call and notice therefor, a regular meeting of the City Council of the City of Bayport, Minnesota was duly held at Bayport City Hall in said municipality on the 2nd day of March, 2015 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 ADOPTING A CAPITAL IMPROVEMENT PLAN AND PROVIDING
PRELIMINARY APPROVAL FOR THE ISSUANCE OF GENERAL OBLIGATION
CAPITAL IMPROVEMENT BONDS THEREUNDER**

WHEREAS, pursuant to Minnesota Statutes, Section 475.521, as amended (the "Act"), municipalities are authorized to adopt capital improvement plans and carry out programs for the financing of certain capital improvements thereunder; and

WHEREAS, the City of Bayport, Minnesota (the "City"), has prepared a Capital Improvement Plan for the years 2015 through 2020 (the "Plan"); and

WHEREAS, the Plan is designed to anticipate capital improvement expenditures so they may be purchased and financed in the most efficient and cost-effective method possible; and

WHEREAS, pursuant to the proposed Plan, the City intends to issue its general obligation capital improvement bonds, in a maximum aggregate principal amount of \$2,700,000 (the "Bonds"), to finance the construction and equipping of a new Fire Hall within the City, as further described in the Plan (the "Project"); and

WHEREAS, in preparing the proposed Plan, the City has considered the following:

1. The condition of the City's existing infrastructure, including the projected need for repair or replacement;
2. The likely demand for the Project;
3. The estimated cost of the Project;
4. The available public resources;
5. The level of overlapping debt in the City;
6. The relative benefits and costs of alternative uses of the funds;
7. Operating costs of the Project; and
8. Alternatives for providing services most efficiently through shared facilities with other municipalities or local government units.

WHEREAS, on the date hereof, the City Council of the City has conducted a duly noticed public

hearing regarding (i) adoption of the Plan and (ii) preliminary approval of the Bonds pursuant to the requirements of the Act. All those residents interested in the foregoing matters were given the opportunity to testify before the City Council at the public hearing.

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

1. The Plan as presented to the City Council is approved, subject to amendments that may be adopted at the public hearing.

2. Preliminary approval to issue the Bonds is granted, subject to all further requirements and prerequisites provided in the Act.

3. City staff is authorized to do all other things and take all other actions as may be necessary or appropriate to carry out the Plan and the issuance of the Bonds in accordance with any applicable laws and regulations.

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

Susan St. Ores –
Connie Carlson –

Michele Hanson –
Dan Goldston –

Patrick McGann -

WHEREUPON, said Resolution was declared duly passed by the City Council of the City of Bayport, Minnesota this 2nd day of March, 2015, signed by the Mayor and attested by the City Administrator.

ATTEST:

Logan Martin, City Administrator

Susan St. Ores, Mayor

2015 - 2020

Five-Year Capital Improvement Plan

Bayport, Minnesota

February 11, 2015

I. INTRODUCTION

A Capital Improvement Plan (CIP) is a document designed to anticipate future capital improvement expenditures so that they may be purchased in the most efficient and cost effective method possible. The City of Bayport, Minnesota (the “City”) believes the capital improvement process is an important element of responsible fiscal management. Major capital expenditures can be anticipated and coordinated so as to minimize potentially adverse financial impacts caused by the timing and magnitude of capital outlays. This coordination of capital expenditures is important to the City in achieving its goals of adequate physical public assets, preservation of public assets and sound fiscal management.

II. PURPOSE

Minnesota Statute 475.521 was created to allow municipalities to issue bonds for certain public facilities without requiring a referendum of the electorate unless a petition that meets certain requirements is filed by voters in the municipality. The statute also gave municipalities the authority to provide a general obligation pledge to the repayment of the bonds.

M. S. 475.521 defines capital improvement as an “acquisition or betterment of public lands, buildings or other improvements for the purpose of a city hall, town hall, library, public safety facility, and public works facility. An improvement must have an expected useful life of five years or more to qualify. Capital improvement does not include light rail transit or any activity related to it, or a park, road, bridge, administrative building other than a city or town hall, or land for any of those facilities.”

The City’s considers and approves its capital expenditures annually in conjunction with its operating budget, many of which are not allowed within M.S. 475.521, such as street improvements, capital equipment and improvements to recreational facilities. The purpose of this document is to satisfy the requirements in M.S. 475.521 and issue bonds for the purpose described in Sections IV and V.

III. THE CAPITAL IMPROVEMENT PLANNING PROCESS

The capital improvement planning process is as follows:

The City Council reviews capital expenditures on an annual basis according to their priority and fiscal impact and prepares a plan based on the available funding sources. The sources used for capital expenditures include cash on hand, property tax levy, federal and state grants, utility revenues, and proceeds from the issuance of municipal bonds. If bonding is necessary, the City works with its Municipal Advisor and bond counsel to prepare a bond sale and repayment schedule. In subsequent years, the process is repeated as expenditures are completed and as new needs arise.

For a city to use its authority to finance expenditures under M.S. 475.521 it must meet the requirements outlined in the statute. Specifically, the City must hold a public hearing for public input regarding the Capital Improvement Plan and the issuance of municipal bonds. Notice of the hearing regarding issuance of bonds must be published in the official newspaper of the

municipality at least 14, but not more than 28 days prior to the date of the public hearing. In addition, the notice may be posted on the City's official web site. The governing body considers approval of the CIP following the public hearing.

Bonds issued under Section 475.521 are subject to a reverse referendum. A reverse referendum occurs if a petition bearing the signatures of voters equal to at least 5 percent of the votes cast in the City in the last general election requesting a vote on the issuance of bonds is received by the City Clerk within 30 days after the public hearing regarding the bonds. If such a petition is received and verified, the bonds may not be sold unless approved by the voters at a special or general election. If a timely petition is filed and verified, the City may elect to submit the bond question to the voters, or may determine to not finance the relevant improvements through issuance of general obligation capital improvement bonds under Section 475.521.

If the City elects not to submit the bond question to the voters, the City may not propose the issuance of general obligation capital improvement bonds for the same purpose and in the same amount for a period of 365 days from the date of receipt of the petition. If the bond question is submitted and rejected by the voters, the question of authorizing the bonds for the same purpose and in the same amount may not be submitted to the voters within a period of 180 days from the date the election was held. If the question of authorizing the bonds for the same purpose and in the same amount is rejected a second time it may not be submitted to the voters within a period of one year after the second election.

Minnesota State Statutes limits the amount of total outstanding debt supported by property taxes to 3.0% of the taxable market value of the municipality. Additionally, under M.S. 475.521 a city may not issue bonds if the maximum amount of principal and interest to become due in any one year on all the outstanding bonds issued pursuant to M.S. 475.521 (i.e. general obligation capital improvement bonds) equal or exceed 0.16% of the estimated taxable market value in the City. Calculation of this limit is made using the estimated market value for the taxes payable year in which the bonds are issued and sold.

The table below shows the calculation for both of these debt limit requirements assuming a CIP Bond principal amount of \$2,700,000, amortized over 15 years at an estimated true interest rate of 2.40%:

Capital Improvement Plan Statutory Limit (M.S. 475.521)	
Estimated Market Value (2013 / 2014)	\$226,832,600
Multiplied by Statutory Limitation	<u>0.16%</u>
Statutory Max Annual Principal and Interest	\$362,932
Maximum Annual Principal and Interest	
Proposed 2015 GO CIP Bonds (\$2.7 million par amount)	\$216,620
Remaining CIP Bond Authority – Max Annual Principal and Interest	\$146,321

Statutory Debt Limit Calculation	
Estimated Market Value (2013 / 2014)	\$226,832,600
Statutory Debt Limit	<u>3.0%</u>
Legal Debt Margin	\$6,804,978
Less Outstanding Debt Subject to Limit (as of 2/1/2015)	
2001 GO Crossover Refunding Bonds	\$290,000
Proposed 2015 GO CIP Bonds	<u>\$2,700,000</u>
Total Outstanding Subject to Limit	\$2,990,000
Legal Debt Margin	\$3,814,978

IV. PROJECT(S) SUMMARY

The expenditures to be undertaken with this CIP are limited to the project(s) financed under M.S. 475.521:

2015 Expenditures

Fire Hall Project – The Bayport Fire Department currently operates out of a 6,600 s.f. facility that was constructed in the 1950s and is both undersized and in a state of disrepair. Current apparatus storage is inadequate, as fire vehicles are parked bumper to bumper in this outdated “back-in” style garage. Further, the current structure shares a public street with the local elementary school, posing a serious safety threat when fire calls occur while school is in session. Training and office uses are nearly nonexistent in the current facility, with 9 volunteer officers sharing a 150 s.f. office area.

The City proposes to construct a new 17,400 s.f. Fire Hall facility that features five apparatus bays, office and training areas, firefighter response areas, and equipment storage uses. This facility is designed to address the numerous shortcomings discovered in the previous building. Specifically, this design provides significant improvements to on-site training capabilities in the 2nd floor storage mezzanine and in the training room, an expanded office area for the Department’s officers, an adequately sized apparatus bay area with room for future growth, and many site design components that enhance operational safety. Finally, the Fire Hall will be relocated to property centrally located within the Fire Department’s service area, while eliminating the unsafe condition of co-location next to a public school.

2016 Expenditures

None

2017 Expenditures

None

2018 Expenditures

None

2019 Expenditures

None

2020 Expenditures

None

Minnesota Statutes 475.521

M.S. 475.521 outlines eight criteria that must be met prior to a municipality issuing bonds under this authority. The City has considered the following eight points for the Fire Hall Project:

1. **Condition of the City's existing infrastructure, including the projected need for repair and replacement**– The current facility was constructed in the 1950s and no longer adequately serves the needs of the Bayport Fire Department. The Department's service region of Bayport, Oak Park Heights, West Lakeland, and Baytown is ever growing and continually requires additional services from the Department. A record high total of 1,214 calls were received in 2014 from the over 13,000 residents served by the Bayport Fire Department, making it one of the busiest all-volunteer departments in the state of Minnesota.

The current structure is completely at capacity for apparatus storage, with vehicles parked approximately one foot apart. The recent acquisition of a necessary apparatus was delayed due to lack of garage space in the current facility. Any future acquisitions, which will be necessary due to the service region's growth, would require the elimination of a current vehicle to create adequate space for a new vehicle. Further, the structural condition of the current facility is deteriorating, as the roof is leaking and requires replacement, along with faulty HVAC systems that are nearing the end of their useful life.

2. **Likely demand for the improvement** – The Bayport Fire Department (BFD) is a volunteer, paid-per-call organization with one station and 24 volunteer firefighters. BFD serves the communities of Bayport, Oak Park Heights, Baytown, and West Lakeland, making the permanent resident population of the response area 13,579 people across 27 square miles in eastern Washington County. Bayport responded to 1,214 fire/rescue calls in 2014, of which approximately 10% were fire related. Bayport has mutual aid agreements with five surrounding departments throughout the St. Croix River Valley and into western Wisconsin.

There is a significant amount of critical infrastructure and high-risk facilities in the Bayport Fire Department's service region. Properties of note include Xcel Energy's coal-powered electrical plant, the corporate headquarters and window/door production facility for Andersen Windows, two maximum security Minnesota Correctional Facilities, 1,450 beds of senior housing, two public schools, the new St. Croix Crossing Bridge on Highway 36, significant vehicular traffic on Interstate 94, and a large amount of commercial and residential properties.

The service region continues to experience residential and commercial growth, as evidenced by the steady increase of annual call volumes from 2010 – present. Residential growth in both single-family and senior housing is anticipated to continue in Bayport and Oak Park Heights in future years, putting continued pressure on the Bayport Fire Department to provide adequate services.

3. **Estimated Cost of the improvement** – The estimated cost of the Fire Hall Project is expected to be approximately \$5,700,000; however, until construction is completed, the final costs are unknown. M.S. 475.521 requires the City to set the maximum amount the City expects to borrow under this authority. The maximum amount set by the City for the purposes of this CIP is \$2,700,000.
4. **Availability of public resources** – The four partner communities served by the Bayport Fire Department (Oak Park Heights, Bayport, Baytown, and West Lakeland) have entered into a 15-year contract to receive service from the BFD and to cost share a portion of the capital costs associated with construction of the new Fire Hall. The \$5.7M project budget is divided into three categories, with the City of Bayport contributing \$2M up front from its reserve balance, \$1.4M provided by public and private grant awards, and the remaining \$2.3M shared equitably among the four partner communities. These funds will be received annually over a 15-year period from the partner communities, thus requiring the need to pursue bond financing to fund initial construction costs. The annual contract payments will provide a majority of the necessary capital to pay the required principal and interest payments for the bonds that are proposed under this CIP.

5. **Level of overlapping debt** –

<u>Taxing Unit^(a)</u>	2013/14	<u>Est. G.O. Debt</u> <u>As of 2-10-15^(b)</u>	<u>Debt Applicable to</u> <u>Tax Capacity in City</u>	
	<u>Adjusted Taxable</u> <u>Net Tax Capacity</u>		<u>Percent</u>	<u>Amount</u>
Washington County	\$ 265,572,569	\$121,520,000	1.0%	\$1,215,200
I.S.D. No. 834 (Stillwater)	79,195,415	40,850,000	3.5	1,429,750
Metropolitan Council	2,999,061,916	20,055,000 ^(c)	0.1	20,055
Metropolitan Transit	2,381,101,627	358,830,000 ^(d)	0.1	<u>358,830</u>
Total				\$3,023,835

(a) Only those units with outstanding general obligation debt are shown here.

(b) Excludes general obligation tax and aid anticipation certificates and revenue-supported debt.

(c) Excludes general obligation debt supported by wastewater revenues and housing rental payments. Includes certificates of participation.

(d) Includes general obligation grant anticipation notes.

6. **Cost/benefits of alternative uses of funds** – The City has balanced pay-as-you-go (cash) and pay-as-you-use (debt) financing strategies. An effective CIP balances both strategies to ensure the burden on current taxpayers does not become unaffordable, but also that the beneficiaries of the improvements in the future incur the preponderance of the cost. The City has a long history of conservative financial management that has established a healthy fund

balance in the City's cash reserves. However, the City believes that the most prudent way to finance this project is through a combination of up-front cash payments and bond financing, to protect the City's strong financial standing into the future.

There are no alternative uses of the funds, as the City will not undertake the projects except through the issuance of general obligation CIP Bonds.

7. **Operating costs of the proposed improvements** – The operating costs as a result of the Fire Hall Project will result in lower annual operating costs to the City. As noted above, the condition of the existing facilities has resulted in the City incurring thousands of dollars in repair costs. Given the nature of the problems and the current structural status of the building, the repair expenses will substantially increase over time. The proposed improvements will eliminate the repair costs for the foreseeable future and reduce the City's energy costs for the Fire Hall operation, thanks to the environmentally conscious design features that are included in the proposed facility.
8. **Alternatives for providing shared facilities with other cities or local governments** – The construction of this facility will enhance the services provided to the four participating communities along with others that are part of Bayport's mutual aid agreements. The Bayport Fire Department has provided fire service to the partner communities for decades, establishing a great history of effective government collaboration that is being further enhanced via this long-term partnership and capital cost share arrangement. Neighboring fire departments in the service region have not displayed any interest in partnering with the Bayport Fire Department on shared facilities or consolidation, and those opportunities are not readily available at this time.

V. FINANCING THE CAPITAL IMPROVEMENT PLAN

The attached schedules show the estimated debt service payments based on a par amount of \$2,700,000 for the fire hall project. These amounts are estimates only and the par amount of the bonds may vary, provided the par amount does not exceed \$2,700,000. The last pages show the estimated tax impact on various classes and values of property based on the par amount as required by Statute, however, it is anticipated the annual service contract payments from the partner communities will negate a large portion of any tax levy needed for debt service over the term of the bonds.

Please note the estimated interest rates and associated interest payments are based on a single point in time and fluctuate with market conditions.

**City of Bayport, Minnesota
 Estimated Tax Impact - Based on Net Tax Capacity
 15-year Issue Sized at \$2,700,000**

1st Year Levy	\$224,894
Less Existing Levy	\$0
Increase	\$224,894
Projected Pay 2015 TNTC	\$2,751,137
Tax Rate Increase (b):	8.175%

Taxable Market Value	Est. Pay 2015 Net Tax Capacity
Homestead Residential	
\$50,000	\$300 \$25
70,000	420 34
85,000	554 45
100,000	718 59
125,000	990 81
150,000	1,263 103
175,000	1,535 125
200,000	1,808 148
250,000	2,353 192
300,000	2,898 237
350,000	3,443 281
400,000	3,988 326
450,000	4,500 368
500,000	5,000 409
550,000	5,625 460
600,000	6,250 511
650,000	6,875 562
700,000	7,500 613
750,000	8,125 664
800,000	8,750 715
850,000	9,375 766
900,000	10,000 817
950,000	10,625 869
1,000,000	11,250 920

City of Bayport, Minnesota
Estimated Tax Impact - Based on Net Tax Capacity
15-year Issue Sized at \$2,700,000

1st Year Levy	\$224,894
Less Existing Levy	\$0
Increase	\$224,894
Projected Pay 2015 TNTC	\$2,751,137
Tax Rate Increase (b):	8.175%

Taxable Market Value	Est. Pay 2015 Net Tax Capacity
Commercial/Industrial	
\$100,000	\$123
150,000	184
250,000	347
500,000	756
1,000,000	1,574
3,000,000	4,843
5,000,000	8,113
7,000,000	11,383
10,000,000	16,288
Apartments (4 or More Units)	
\$50,000	\$51
75,000	77
100,000	102
200,000	204
500,000	511
1,000,000	1,022
3,000,000	3,065
5,000,000	5,109
7,000,000	7,153
10,000,000	10,218

City of Bayport, Minnesota
Estimated Tax Impact - Based on Net Tax Capacity
15-year Issue Sized at \$2,700,000

	1st Year Levy	\$224,894
	Less Existing Levy	\$0
	Increase	\$224,894
Taxable	Projected Pay 2015 TNTC	\$2,751,137
Market Value	Tax Rate Increase (b):	Capacity 8.175%
Seasonal/Recreational (Residential)		
\$50,000	\$500	\$41
100,000	1,000	82
150,000	1,500	123
200,000	2,000	163
250,000	2,500	204

Agricultural Homestead				
Value per Acre	\$	5,000		
Dwelling Est.			Net Tax	
<u>Market (c)</u>	<u>Acres</u>	<u>Total EMV (d)</u>	<u>Capacity</u>	
\$100,000	80	\$500,000	\$2,717.60	\$222
	160	900,000	4,717.60	386
	320	1,700,000	8,717.60	713
	640	3,300,000	23,217.60	1,898

Agricultural Non-Homestead				
			Net Tax	
	<u>Acres</u>	<u>Total EMV (d)</u>	<u>Capacity</u>	
	80	\$400,000	\$4,000	\$327
	160	800,000	8,000	654
	320	1,600,000	16,000	1,308
	640	3,200,000	32,000	2,616

- (a) Taxable market value is the basis from which the net tax capacity is calculated. This value is not necessarily the price the property would bring if sold.
- (b) The tax rate increase is derived by dividing the 1st year debt service levy by the taxable net tax capacity. The dollar increase in taxes payable is derived by multiplying the net tax capacity by the tax capacity rate increase.
- (c) Includes house, garage and one acre with an estimated market value of \$100,000.00
- (d) Estimated value per tillable acre is \$5,000.00

Note: Changes in interest rates, timing, term or size of the bond issue may cause significant variations in tax impact.



Bayport Fire Department

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

March Memo from the Chief:

During the month of February, we worked on preparing for our annual fund raising event held at the Bayport American Legion on February 21, 2015. We had a very good turnout and we raised over \$10,000.00. This money will be used to purchase non-budgeted items and fund our Halloween open house. In February, we also convened a quarterly Bayport Fire Department Advisory Committee meeting with our partner communities and had very good dialogue with them. We reviewed the calls for 2014 and high level budget items. We also discussed the status of the new fire station and proposed dates. The safety message for the month is around slips and falls and the associated costs that affect each and every one of us. Please see the article below for more information.

It has probably happened to most of us. That momentary lapse of inattention thinking about a personal problem or distracted by an activity that ends in a slip, trip or fall in the workplace. A stumble down a stairway. A trip over an uneven surface. Slipping on the ice. This can lead to a variety of regrettable events ranging from a simple bruised shin to an extremely serious injury.

According to the U.S. Department of Labor, slips, trips and falls make up the majority of general industry accidents, which account for:

- 15 percent of all accidental deaths per year, the second-leading cause behind motor vehicles
- About 25 percent of all reported injury claims per fiscal year
- More than 95 million lost work days per year – about 65 percent of all work days lost

In general, slips and trips occur due to a loss of traction between the shoe and the walking surface or an inadvertent contact with a fixed or moveable object which may lead to a fall. There are a variety of situations that may cause slips, trips and falls, such as:

- Wet or greasy floors
- Dry floors with wood dust or powder
- Uneven walking surfaces
- Polished or freshly waxed floors
- Loose flooring, carpeting or mats
- Transition from one floor type to another
- Missing or uneven floor tiles and bricks
- Damaged or irregular steps; no handrails
- Sloped walking surfaces
- Shoes with wet, muddy, greasy or oily soles
- Electrical cords or cables
- Open desk or file cabinet drawers
- Damaged ladder steps
- Ramps and gang planks without skid-resistant surfaces
- Metal surfaces – dock plates, construction plates
- Weather hazards – rain, sleet, ice, snow, hail, frost
- Wet leaves or pine needles
- Clutter

Here are some practical guidelines to help create a safer working environment.

1) Create Good Housekeeping Practices

Good housekeeping is critical. Safety and housekeeping go hand-in-hand. If your facility's housekeeping habits are poor, the result may be a higher incidence of employee injuries, ever-increasing insurance costs and regulatory citations. If an organization's facilities are noticeably clean and well organized, it is a good indication that its overall safety program is effective as well.

Proper housekeeping is a routine. It is an ongoing procedure that is simply done as a part of each worker's daily performance. To create an effective housekeeping program, there are three simple steps to get you started.

- **Plan ahead**– Know what needs to be done, who's going to do it and what the particular work area should look like when you are done.
- **Assign responsibilities**– It may be necessary to assign a specific person or group of workers to clean up, although personal responsibility for cleaning up after himself/herself is preferred.
- **Implement a program**– Establish housekeeping procedures as a part of the daily routine.

2) Reduce Wet or Slippery Surfaces

Walking surfaces account for a significant portion of injuries reported by state agencies. The most frequently reported types of surfaces where these injuries occur include parking lots, sidewalks (or lack of), food preparation areas, shower stalls, and floors in general.

Traction on outdoor surfaces can change considerably when weather conditions change. Those conditions can then affect indoor surfaces as moisture is tracked in by pedestrian traffic. Traction control procedures should be constantly monitored for their effectiveness.

- Keep parking lots and sidewalks clean and in good repair condition.
- When snow and ice are present, remove or treat these elements. In some extreme cases, it may be necessary to suspend use of the area.
- Use adhesive striping material or anti-skid paint whenever possible.

Indoor control measures can help reduce the incidence of slips and falls.

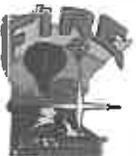
- Use moisture-absorbent mats with beveled edges in entrance areas. Make sure they have backing material that will not slide on the floor.
- Display "Wet Floor" signs as needed.
- Use anti-skid adhesive tape in troublesome areas.
- Clean up spills immediately. Create a procedure for taking the appropriate action when someone causes or comes across a food or drink spill.
- Use proper area rugs or mats for food preparation areas.

3) Avoid Creating Obstacles in Aisles and Walkways

Injuries can also result from trips caused by obstacles, clutter, materials and equipment in aisles, corridors, entranceways and stairwells. Proper housekeeping in work and traffic areas is still the most effective control measure in avoiding the proliferation of these types of hazards. This means having policies or procedures in place and allowing time for cleaning the area, especially where scrap material or waste is a by-product of the work operation.

- Keep all work areas, passageways, storerooms and service areas clean and orderly.
- Avoid stringing cords, cables or air hoses across hallways or in any designated aisle.
- In office areas, avoid leaving boxes, files or briefcases in the aisles.
- Encourage safe work practices such as closing file cabinet drawers after use and picking up loose items from the floor.
- Conduct periodic inspections for slip and trip hazards.

Thanks,
Mark Swenson, Fire Chief
Bayport Fire Department
294 North 3rd Street, Bayport, MN 55003
Office: 651-275-4401 Fax: 651-275-4402 Mobile: 651-300-2101
E-Mail: Mark.Swenson@BayportFire.org



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



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

Laura Eastman
Chief of Police

Date: February 23, 2015
To: Mayor and City Council
City Administrator Martin
From: Police Chief Laura Eastman
Subject: **Police Reports and Updates**

Past Events

February 25, 2015, 6:00 p.m.: Community Watch Meeting at Croixdale – Officer Jackson and Department of Corrections staff reviewed the prison's 100 year anniversary celebration

Upcoming Events

April 17, 2015: Andersen Elementary Razzle Dazzle Carnival – Reserve Officers to assist

January Call Load (continued)

22 – 31: handgun permit to purchase, water main break, extra patrols, school crossing, w/w speed, DAS, w/w speed, check welfare, medical L1, medical L3, parking citation x 3, turned in property, Scam, medical L1, crash report, lockout, lost cell phone, speed 69/55, speed 58/40, medical L1, stop bar violation, w/w speed, DAS/speed 45/30, NPOI, fail to change address w/in 60 days, w/w illegal u-turn/fail to change address/NPOI, w/w speed x 4 stops, disturbance/doc, theft report, AOA/burglary, speed 64/40, medical L1 x 2, school crosswalk, motor assist, assist/.park complaint, park issue, open door, vacation checks, DK driver info, found credit card, medical L2, AOA/open doors, complaint, extra patrols, school crosswalks, w/w speed, CSC report, medical L1, liquor license, extra patrol crossing arm violations, 911 abandoned, w/w equipment x 2, w/w speed x 2, extra patrol, school crossing, motorist assist, medical L1 x 2, school crossing, extra patrol crossing arm violations, found mountain bike, council packet, extra patrol, department info. vac. check update, w/w speed, DAR, domestic/AOA, w/w equipment violation, crime prevention, w/w parking violation, assist Public works, speed 57/30, extra patrols, school crossing, DAR, medical L3, school crossing, extra patrol for (arm bar violations), medical L1, AOA/DOC, medical L3, DAS, w/w speed, vacation checks, crossing arm malfunction, medical L1.

February Call Load

01 – AOA/alarm, w/w speed, w/w equipment, speed 52/30, AOA/intoxicated suspects, extra patrol.
02 – school crossing, assist city hall x2, medical L1, burglar alarm, assist city council meeting, speed 72/55.
03 – Vehicle lock out, school crossing, 911 pendant press, medical L1.
04 – School crossing, suspicious vehicle, code enforcement, DAR, scam report (*son arrested in Mexico*), school crosswalks, extra patrol, w/w speed.
05 – school crossing, w/w speed, vehicle lock out, NCO, medical L1, veh. lockout, aoa susp. activity, medical L1.
06 – school crossing, medical L1 x2, AOA/domestic, Vul. Adult Ext. follow-up case work.

- 07 – crash car vs. building, medical L1, NPI, w/w speed, speed 59/40, w/w speed.
- 08 – Speed 62/40, w/w speed, w/w speed x 4, speed 70/40, w/w speed x 6, speed 70/40.
- 09 – speed 67/40, fire AW, annual evidence destruction, vacant/vacation building checks, Ignition interlock restriction, operate veh. w/impounded plates, child custody/OFP questions, stop arm bar violation, warrant arrest/DAR, speed 60/40, w/w speed, noise/driving complaint, w/w speed.
- 10 – crime prevention x 4, scam report, vehicle lockout, YSB presentation, medical L1, liquor license, extra patrol, school crossing, 5th degree arson, medical L1, veh. lockout, aoa/domestic, vehicle in ditch.
- 11 – Crime prevention, open door, medical L1, train complaint, stop arm bar warning.
- 12 – City ordinance x 3, school crossing, officer information, 2 hour parking violation, alarm, school crossing, winter parking violation/tow, audible alarm, animal welfare, susp. activity.
- 13 – Extra patrol, DAS, speed 54/40, no insurance, DADS/no PIO, school crossing, extra patrol, veh. lock out, speed 57/40/no POI, w/w speed/ w/w equipment, w/w equipment.
- 14 – Medical/suicidal L 1,aoa/domestic, medical L1, fire alarm, w/w equipment.
- 15 – Medical L1, warrant arrest, fire alarm.
- 16 – Assist family, open door x 2, crime prevention x 3, fire alarm, 2 hour parking, and violation x 4, fire alarm.
- 17 – 5th degree poss. Of controlled substance, fire alarm, school crossing, reserve officer applicant, found keys, vacation checks, assist, theft of wallet/cit issued, medical L1, welfare concern.
- 18 – Assist city hall/memo delivery, open door, school crossing, DAS, basic speed, no POI, w/w speed, assist city hall, school crossing, extra patrol.
- 19 – Crime prevention, x2, open door, finger prints, school crossing, fire alarm, school crossing, dept. information arm bar violation, w/w equipment violation x 2, w/w speed, pass safely NPOI, speed 54/40/NPI.
- 20 – School crossing, accident no inj., extra patrols school arm bar crossing, 15 minute parking violation warning,
- 21 – Suspicious vehicle, verbal domestic/detox, shop lifting citation issued, medical L1. theft in progress.
- 22 – City ord. dogs/cats, w/w speed x 2, alarm, w/w equip. violation.
- 23 – Audible alarm, speed 59/40, alarm, school crosswalks, minor 10-50, theft report, medical L3, w/w speed, found dog, vacant building checks, school crossing, extra patrol, loose dogs, medical L1x2, aoa/open door.
- 24 – 28 - NA

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

Jan-15	Speed	Seatbelt	Child seat	DAS,R,C	Underage D&D	UAC	Open Bottle	No Insurance	No POI	Warrants	W/W
501 Chief Eastman											
503 Aaron Slinger											
505 Quinn Winmarth				1							8
506 Chad Johnson											
507 Dustin Purpur	3			3					2		16
508 Capt Hutchinson											
509 Jay Jackson	1										12
510 John Miller	4			1							2
512 Zach Lund	4			6							8
513 Keith Frank											
Monthly Total	12	0	0	11	0	0	0	0	2	0	46
Year Total	12	0	0	11	0	0	0	0	2	0	46
Officer	Drugs	MJ in MV	Dac-IPS	Stop Sigr	Drug Para	DWI	Distracted	Crime Prev	City Ord	Careless	Other
501 Chief Eastman											
503 Aaron Slinger											
505 Quinn Winmarth											
506 Chad Johnson											
507 Dustin Purpur								1			1
508 Capt Hutchinson									2		
509 Jay Jackson											
510 John Miller						2					
512 Zach Lund						1			2	1	
513 Keith Frank											
Monthly Total	0	0	0	0	0	3	0	1	4	1	1
Year Total	0	0	0	0	0	3	0	1	4	1	1

Notes :



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

Date: February 23, 2015

To: Mayor and City Council
Logan Martin, City Administrator

From: Mel Horak, Public Works Supervisor

Re: **Public Works Department Update – March City Council meeting**

During the month of February, the full-time Public Works staff, with assistance from part-time staff, has completed the following tasks:

1. Flooded skating rinks numerous times
2. Performed ongoing tree trimming on city boulevard trees and alley right-of-ways
3. Responded to icy roadways, sidewalks and bike paths
4. Completed ongoing maintenance and repairs to trucks and equipment
5. Installed multiple new water meters and repaired numerous nonfunctioning water meters
6. Performed ongoing operation of water and sewer systems, which includes daily inspections of facilities, water tests, water reports, and attending to system malfunctions

PUBLIC WORKS MESSAGE OF THE MONTH

Please do not deposit snow from private property onto public property.

Bayport Public Library



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

Date: February 24, 2015

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

From: Mark Blando, Bayport Public Library Director

Re: Bayport Library Update

We were able to interview four great candidates for the open library board position. Either one of them would have made a great addition to the library. We are very pleased to announce that Mary Ostertag has agreed to join our library board. Mary is an outstanding member of our community and she will bring a great deal of knowledge and enthusiasm to the board. Congratulations Mary!

We had a great turnout for our Valentine's Day craft project. Kids (and a few adults!) were able to make little love bugs to take home. I wish to extend a big thank you to Foundation members Tami Vogel and Brad Hallett for helping out.

Spring Break is almost upon us and that means movies at the library. On Thursday, March 19th we will be showing two films. We will start off with the Academy Award winning Big Hero 6 at 1pm. Teens are invited to our second film, The Hunger Games: Mockingjay Part 1. Showtime is 6pm. As always there will be lemonade and popcorn.

Planning is underway for our Summer Reading Program. We hope to have a list of performers in the next few weeks.

Thanks to you all,

Mark Blando

Director

Bayport Public Library



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

Date: February 19, 2015
To: Mayor and City Council
Logan Martin, City Administrator
From: Sara Taylor, Assistant City Administrator/Planner
Re: **Department Update – March City Council meeting**

INSPIRATION PHASE III-B PLAT

On February 17, Mattamy Homes submitted a formal application for the city to consider a revised preliminary plat for Phase III-B of Inspiration. The submittal is the same as the concept plan presented to the Planning Commission and City Council in the joint workshop held on January 20 and includes development of 113 single-family lots and related infrastructure. City staff and consultants will be reviewing the submittal materials for compliance with city ordinances and Inspiration development requirements and preparing a thorough report over the next month. Consideration of the application and a public hearing will be held by the Planning Commission at their Monday, March 16 meeting. The City Council is anticipated to consider the application at their May 4 meeting.

5TH AVENUE NORTH CORRIDOR IMPROVEMENTS

City staff will be meeting with Washington County engineering staff in the next few weeks to discuss potential right-of-way improvements along the 5th Avenue North corridor. Because this is a county right-of-way, the city would need to partner with and/or obtain permission to complete improvements to this area. Specific areas of concern are limited pedestrian access due to poor placement of planters, light fixtures, trees, refuse containers, and benches, as well as safety hazards caused by heaving areas of sidewalk and tree grates. These issues are also restricting outdoor seating amenities for the restaurants along this corridor because fixtures are encroaching onto private property and/or interfere with accessibility.

Last year, multiple trees had to be removed from the corridor due to damage or disease, which prompted staff to brainstorm ideas on how to improve this area both aesthetically and for accessibility. Over the next month, staff will be working with the county to review placement of planters/trees, benches, bike racks, light fixtures, etc., and identify sidewalk areas in need of repair/replacement. This project also provides an opportunity to implement the city's uniform fixture design for benches, refuse containers, bike racks, etc., consistent with other fixtures in the city to create a more appealing and cohesive appearance for this corridor. Staff would also like to explore a partnership with business owners in this area to install a wayfinding sign along Highway 95 to direct attention to businesses/city amenities on 5th Avenue North, which several owners have requested and would be a nice amenity for visitors. An update on the progress of this project will be provided to the City Council in the coming months.

ELECTIONS

Washington County recently completed the final tabulation of our city's statistics from the 2014 General Election held on November 4, which is summarized below. Overall, Bayport's voter turnout was comparable to other municipalities in the county.

	Bayport	Washington County
Absentee voted ballots	64	10,266
New registrants on election day	53	5,356
Voter turnout	897 (62%)	96,276 (61%)



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

Date: February 24, 2015
To: Honorable Mayor and City Council
From: Logan Martin, City Administrator
Re: **Administration Department Update – March City Council meeting**

RAILROAD CROSSING ARM INSTALLATION

In 2012, the City was notified that the railroad crossings at Central Avenue and Point Road were in need of safety enhancements. MnDOT and the Federal Railway Authority determined that the installation of crossing arms at these two locations was the preferred safety system. This project was fully funded by MnDOT and the Met Council, and would allow the City to retain its “no whistle” ordinance during the overnight hours, which has often been an issue along the railroad.

Over the past two weeks, the installation of these crossing arms began. The system at Central Avenue has been installed and is fully operational. After receiving resident feedback from the Point Road neighborhood, the project has been delayed until after a public open house can be held to respond to questions and provide information on the project. That open house will be held on Wednesday, February 25 from 6pm – 7pm at City Hall, and we are hopeful that residents can have their questions answered regarding the system’s functionality at that time. A verbal update on the outcome of the meeting will be provided at the March 2 City Council meeting.

FIRE DEPARTMENT ADVISORY COMMITTEE

A quarterly meeting of the Fire Department Advisory Committee was held in February and was very beneficial. A representative from each of the partner communities served by the Fire Department was on hand, and the group recapped 2014 fire call statistics, discussed the recently approved Fire Services contract, received an update on the Fire Hall project, and engaged in a roundtable discussion on salient issues associated with the Fire Department. This group will continue to meet quarterly, and we are encouraged at the opportunity it presents to have open communication among the service partners.

FIRE HALL PROGRESS

The design of the Fire Hall is reaching its conclusion, as the City Council considers separately on the March 2 agenda to authorize the solicitation of bids for the project. If approved, our construction manager (Kraus Anderson) anticipates letting the project for public bidding on March 17. Contractors would then have three weeks to respond, at which point we would open the bids on or around April 7 and determine the low bidders at that point. In April and May, the Council would have the opportunity to review the bids and the final budget, with an award of bids and authorization of the project at that point.

UPCOMING MEETINGS AND EVENTS

February 25	Railroad Crossing Arms Open House	6pm – 7pm	City Hall
March 2	Quarterly City Council workshop	4:30pm	City Hall
March 2	City Council meeting	6:00pm	City Hall
March 16	Planning Commission meeting	6:00pm	City Hall
April 6	City Council meeting	6:00pm	City Hall



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

Date: February 24, 2015

To: Mayor and City Council
City Administrator Logan Martin

From: Chief of Police Laura Eastman

Subject: **Consider appointment of Police Officer Jay Jackson to Sergeant for the Bayport Police Department**

BACKGROUND

Please consider this memorandum as my request to appoint Officer Jay Jackson to the Sergeant position. The position became available with the announcement of Captain Hutchinson's retirement. The Sergeant position assists with everyday administrative details, as well as provides coverage for the Police Chief during any absences.

Candidates for the Sergeant position underwent a very extensive process including an oral interview with a panel of police chiefs, Mayor St. Ores, and City Administrator Martin, a written report, a two minute oral emergency drill, a mock media release, and a psychological assessment of leadership abilities. Upon completion of the exhaustive process, Officer Jackson was the highest scoring applicant and has the most years of training and experience.

Officer Jackson is currently a full-time officer on the day rotation and has been a dedicated employee with the City of Bayport for nearly fifteen years. He understands and embraces the importance of community policing and how to lead with respect and compassion and will be a wonderful addition to the administrative team!

RECOMMENDATION

Staff recommends the City Council adopt a motion appointing Officer Jay Jackson to the position of Sergeant, with the starting pay of \$35.56 an hour, effective March 3, 2015. It should be noted that funding for this position was included in the 2015 budget.



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

Date: February 12, 2015

To: Mayor and City Council

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

Re: Consider a resolution declaring a commitment to review and revise the Bayport City Code of Ordinances to integrate MIDS standards

BACKGROUND

On December 15, 2014 the Middle St. Croix Watershed Management Organization (MSCWMO) hosted a joint workshop with the Bayport Planning Commission and City Council to discuss stormwater management in the community, specifically city participation in the voluntary Minimal Impact Design Standards (MIDS) program. MIDS are simplified standards developed to replace complicated and outdated standards that most municipalities currently have in place for managing storm water runoff. The intent of implementing MIDS is not only to encourage better storm water management practices for new and redevelopment projects, but also address requirements that will soon be imposed due to Bayport's recent designation as a Municipal Separate Storm Sewer System (MS4) community.

As discussed in the workshop, the MSCWMO applied for and received a Clean Water Fund Grant to provide assistance to communities in Washington County to implement MIDS. This grant provides technical and financial assistance to help city staff and officials review and modify local ordinances to make it easier for developers to meet local water quality standards while protecting lakes, streams, and the St. Croix River.

Based on input and discussion at the workshop, MSCWMO has developed a scope of work to begin reviewing and making recommendations for revisions to our city ordinances, to comply with MIDS standards. In order for the MSCWMO to proceed, the city is required to adopt a resolution declaring its commitment to review and revise ordinances to integrate MIDS standards, with funding provided through the MSCWMO by the Clean Water Fund Grant (see draft resolution attached). If adopted, the MSCWMO would proceed with reviewing city ordinances over the next few months and provide a recommendation for revisions to be considered by the city this spring or early summer.

RECOMMENDATION

Staff recommends the City Council adopt a resolution declaring a commitment to review and revise the Bayport City Code of Ordinances to integrate Minimal Impact Design Standards standards, with funding provided through the Middle St. Croix Watershed Management Organization by a Clean Water Fund Grant.

RESOLUTION NO. 15-_____

**EXTRACT OF THE CITY COUNCIL MEETING MINUTES OF THE CITY OF BAYPORT,
WASHINGTON COUNTY, MINNESOTA HELD MARCH 2, 2015**

Pursuant to due call and notice therefore, a regular meeting of the City Council of the City of Bayport, Minnesota was duly held at Bayport City Hall in said municipality on the 2nd day March 2015 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 DECLARING A COMMITMENT TO REVIEW AND REVISE
THE BAYPORT CITY CODE OF ORDINANCES
TO INTEGRATE MINIMAL IMPACT DESIGN STANDARDS**

WHEREAS, Minnesota Statutes 2009, Chapter 115.03 Subdivision 5c. authorized the Minnesota Pollution Control Agency (MPCA) to develop performance standards, design standards, and other tools to enable and promote the implementation of low-impact development and other storm water management techniques; and

WHEREAS, pursuant to the authority in Minnesota Statutes, Chapter 115.03 Subdivision 5c, the MPCA developed a set of performance goals, design standards, and policy development guidance provisions known as the Minimal Impact Design Standards (MIDS); and

WHEREAS, The Middle St. Croix Watershed Management Organization (MSCWMO) has secured a Clean Water Fund Grant to assist communities with integrating MIDS into local ordinances;

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

The City of Bayport has declared its commitment to adopt the MIDS standards into the Bayport City Code of Ordinances to achieve protection of our local water resources with funding provided through the MSCWMO by a Clean Water Fund Grant.

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 –	Dan Goldston –
Connie Carlson –	Patrick McGann –
Michele Hanson –	

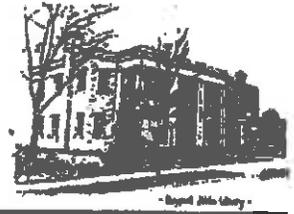
WHEREUPON, said Resolution was declared duly passed and adopted and signed by the Mayor and attested by the City Administrator. Passed by the City Council, City of Bayport, Washington County, Minnesota, this 2nd day of March 2015.

ATTEST:

Logan Martin, City Administrator

Susan St. Ores, Mayor

Bayport Public Library



582 NORTH FOURTH STREET
BAYPORT, MINNESOTA 55003
(651) 439-7454

February 17, 2015

Mayor and City Council
City of Bayport
294 N 3rd Street
Bayport, MN 55003

Dear Mayor and City Council:

The Bayport Public Library Board of Trustees would like to request the appointment of Mary Ostertag to fill the vacant seat left by Amy Zimmer. The appointment would be effective immediately to serve the remainder of the term expiring December 31, 2015. Mary is passionate about the library and the resources and services it provides to our community. She has been a long time resident of Bayport and will be a great addition to the Board of Trustees.

The Board of Trustees would like to thank Amy Zimmer for her service and dedication to the library. She was a valuable member of the board and will be missed.

Sincerely,

Jim Eberhardt
Library Board President

**CITY OF BAYPORT
PUBLIC LIBRARY BOARD APPLICATION FORM**

Name: Mary Ostertag
Address: 173 5th St. S.
Bayport, MN 55003
Home Phone: 651-430-8041

Please describe your background and why you are interested in serving on the Library Board.

See attached

(Attach additional pages, as necessary)

Mary Ostertag
Signature

1/7/15
Date

Please return to: Bayport City Hall, 294 North 3rd Street, Bayport, MN 55003

I have lived in Bayport since 1993, but I have been involved in the Bayport community since 1982 when I started teaching at Bayport Elementary School. I retired from Stillwater Area Schools and Andersen Elementary in June 2013. For many of my years teaching at the elementary school I would bring my class to the Bayport Public Library one day a week. It was such a great way to give them access to more books--and another way to instill the love of books and reading. It was always such a great experience for both myself and the students!

Being a teacher was more than a full-time job, and as a teacher I was involved in several organizations related to teaching, like the Saint Croix Valley Reading Council and Delta Kappa Gamma. I fit in some volunteer activities as I could. As I looked toward retirement and having more time--which doesn't always seem to be the case now that I am there :), I looked forward to getting involved in more activities/organizations. When my son, Mark, died in 2012, it kind of took over my life. One thing that really helped me was being invited to join the Bayport Tuesday Reading Club. I actually have time to read the books and I love the women who have come into my life!

When I saw there was an opening on the Library Board, I thought it was another way to move forward and a great opportunity to get more involved in the community. I hope you will consider me for the Bayport Library Board opening.

Thanks,
Mary



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

Date: February 23, 2015
To: Honorable Mayor and City Council
From: Logan Martin, City Administrator
Re: **Consider authorization to solicit bids for the proposed new Fire Hall**

BACKGROUND

As authorized at the December 1 City Council meeting, the architect for the Fire Hall project has been working to finalize the preliminary design to prepare the project for public bidding. The architect has completed their design work sufficiently and the project is now prepared to be let out for bid. Staff, the building committee, and City Council have had opportunities over the last few months to review the plan and provide comments, and a number of efficiencies and improvements have been made thanks to this feedback. A few sample visual renderings are attached for your information, and a full review of the final building design will be presented at the meeting. City Engineer Parotti has also completed his design of the utility extension and roadway improvement portion of the project, and it will be bid concurrently with the building construction.

If approval to solicit bids is received, the construction manager (Kraus Anderson) intends to offer the project for bid on Tuesday, March 17. Kraus Anderson will publicize the project in trade journals and publications, on internet construction forums, and other avenues that they deem effective. Contractors will have three weeks to prepare bids based on the specifications provided, with a bid opening anticipated on Tuesday, April 7.

Once final bids are received, Kraus Anderson will tabulate the low bidders' prices and compare that with their preliminary budget estimate (attached). Two options are shown on the attached budget to display the potential variation on bid day. At this point, Kraus Anderson is hopeful that we will receive aggressive bids, but we should be reminded that the bidding market continues to be volatile, and prices continue to rise. Ultimately, the City Council will have an opportunity to review the bids received, compare them against the allocated budget, and provide direction on moving the project forward. As a reminder, soliciting bids for this project does not bind the City Council to awarding bids and completing the project. That decision is required after bids are received, at which point an actual budget number can be presented to Council.

RECOMMENDATION

Staff recommends the City Council authorize Kraus Anderson to solicit bids for the utility extensions, roadway improvements, and construction of the Fire Hall building project.

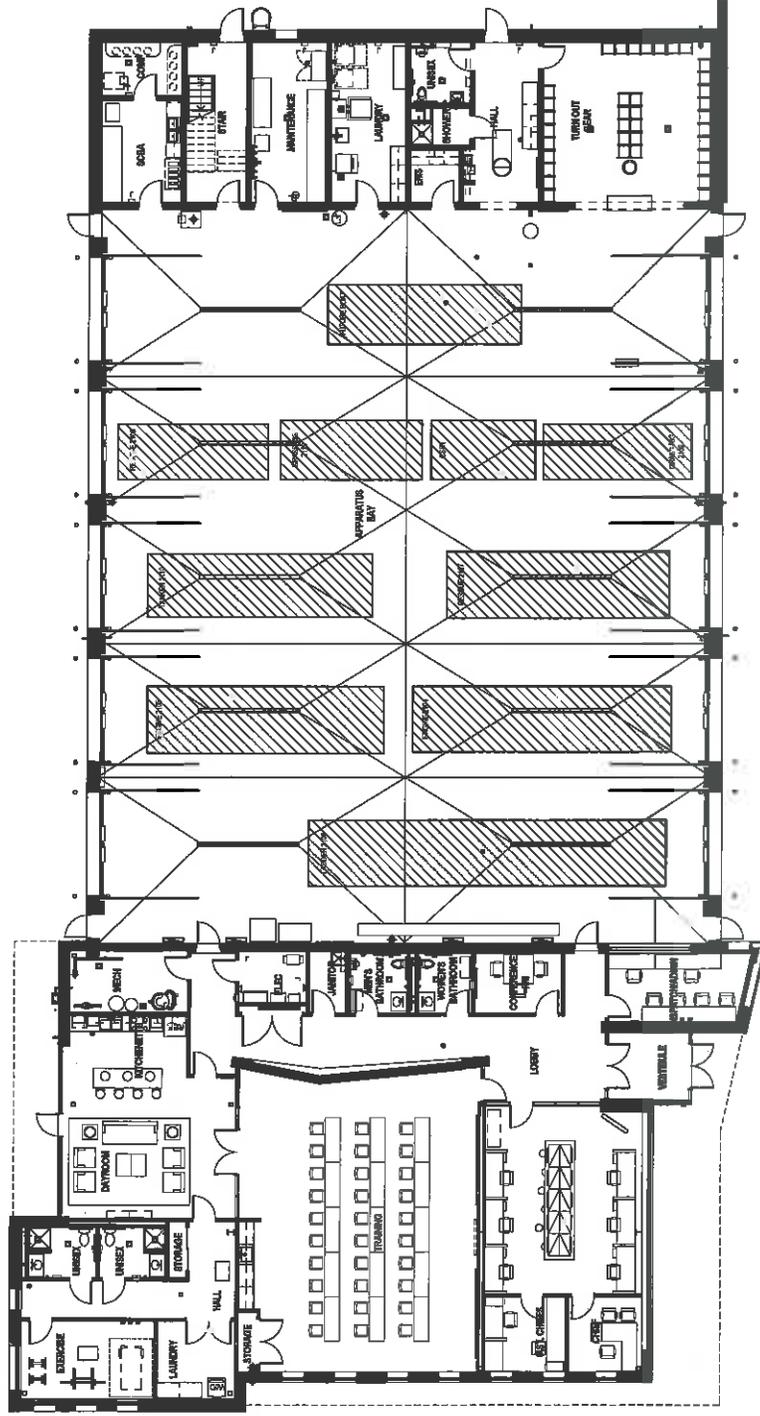
Attachments

Exterior Rendering of Fire Hall
Interior Images of Fire Hall
Pre-Bidding Budget Estimate

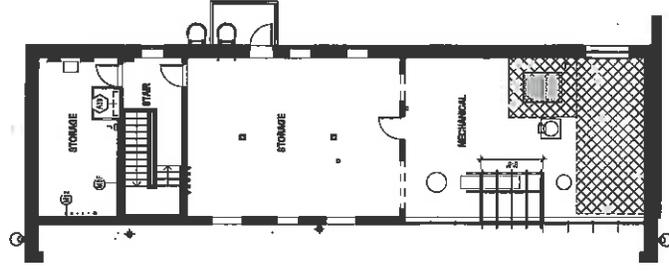


BAYPORT FIRE DEPARTMENT, BAYPORT, MN

LEO A DAILY



FIRST FLOOR PLAN

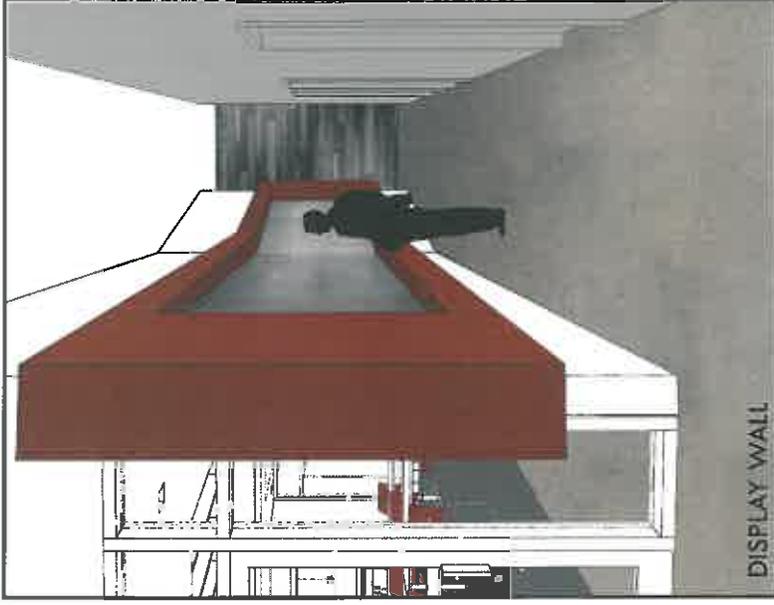
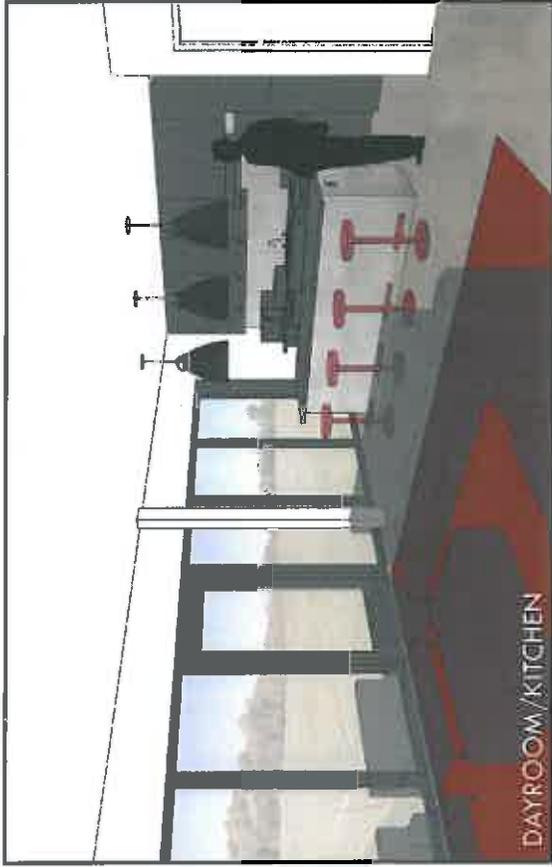
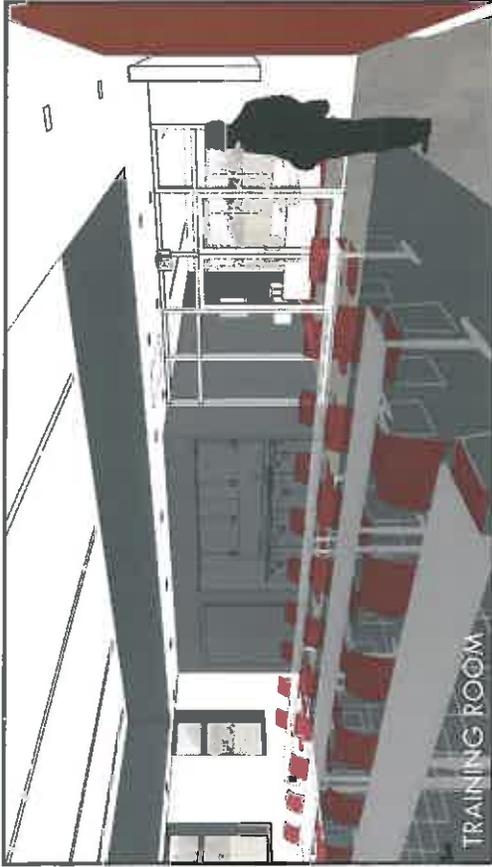


MEZZANINE



BAYPORT FIRE DEPARTMENT, BAYPORT, MN

LEO A DALY



BAYPORT FIRE DEPARTMENT, BAYPORT, MN

LEO A DALY

Owner: City of Bayport
 Project: Fire Hall
 Location: Bayport, MN
 Date: 2-10-15



Design Development Estimate

Description	Prelim Est 17,650	5% Deviation	Remarks
PROJECT BUDGET	\$5,653,450	\$5,653,450	
Construction Costs Budget			
Site Work	\$537,850	\$510,958	
Main Building	\$3,917,938	\$3,722,041	
Building Contingency	\$133,674	\$126,990	3% Construction
Total Construction Budget	\$4,589,461	\$4,359,988	
Sof/Owner Cost Budget			
A/E Fees (Structural, Civil, Landscape, M&E)	\$300,000	\$300,000	
A&E Project Reim.	\$15,000	\$15,000	
CM Fee	\$137,684	\$130,800	Kraus Anderson Construction
Site Services	in estimate	in estimate	Kraus Anderson Construction
Plan Review	\$13,000	\$13,000	MN Dept of Labor (75% of Review Fee)
Building Permit	\$0	\$0	City Waives permit fees
SAC & WAC Costs	\$17,395	\$17,395	
Construction Testing / Special Inspections	\$35,000	\$35,000	
Site Survey	\$15,000	\$15,000	
Plan Productions / Distribution - Bidding	\$0	\$0	
Land Acquisition	\$0	\$0	State Grant
Loan Expenses or Bonding Costs	\$0	\$0	
FF & E	\$60,000	\$60,000	
Technology / Equipment / Security	\$75,000	\$75,000	
Title Insurance & Closing	\$0	\$0	
Legal Fees	\$0	\$0	
Project Commissioning/Validation	\$0	\$0	
Engineering for Utility Design	\$28,000	\$28,000	S.E.H.
Utility Conections	\$400,000	\$400,000	
Misc. Owner Expenses	\$0	\$0	
Builders Risk and Insurances	\$8,000	\$8,000	
Total Soft/Owner Budget	\$1,104,079	\$1,097,195	
Total Project Costs	\$5,693,540	\$5,457,183	
Over / (Under) Budget Total	\$40,090	(\$196,267)	